

AGENDA

Regular Council meeting to be held
Tuesday March 5, 2019 at 7:00 p.m.
Maple Room@250 Clark, Powassan

1. CALL TO ORDER
2. ROLL CALL
3. DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF
4. APPROVAL OF THE AGENDA
5. PRESENTATIONS
6. ADOPTION OF MINUTES
 - 6.1 Regular Council meeting minutes of February 19, 2019.
7. MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL
 - 7.1 Emergency Management Committee minutes of February 13, 2019
 - 7.2 Trout Creek Community Centre Board minutes of February 6, 2019
 - 7.3 Public Works Committee minutes of February 19, 2019
8. MINUTES AND REPORTS FROM APPOINTED BOARDS
 - 8.1 District of Parry Sound Social Services Administration Board 2019 Budget
 - 8.2 Eastholme-Levy, Financial Statements
 - 8.3 Powassan and District Union Public Library Board minutes of January 28, 2019
 - 8.4 Powassan and District Union Public Library Board minutes of February 25, 2019 (draft)
9. STAFF REPORTS
 - 9.1 Memo-Deputy Clerk L.Marshall-Open Air Burning
 - 9.2 Memo-Deputy Clerk L.Marshall-SAP Run By-Law
 - 9.3 Memo-Deputy Clerk K.Bester- Consent Application- Corkery Street, Trout Creek Resolution
 - 9.4 Memo-Deputy Clerk K.Bester- Consent Applications-Hughes- Oakwood (B13 and B14/Powassan/2019)
10. BY-LAWS
 - 10.1 By-Law 2019-02 Tax Sale fees
 - 10.2 By-Law 2019-04 Debt Management Policy
 - 10.3 By-Law 2019-05 Interim Taxes
 - 10.4 By-Law 2019-06 SAP Run –Road Closures
11. UNFINISHED BUSINESS
 - 11.1 ROMA- verbal Mayor P.McIsaac, Councillor D.Britton
12. NEW BUSINESS
 - 12.1 East Nipissing-North Parry Sound Veterinary Services
 - 12.2 The Royal Canadian Legion "Military Service Recognition Book"
13. CORRESPONDENCE
14. ADDENDUM
15. ACCOUNTS PAYABLE
16. NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS
 - 16.1 March 2019 Schedule of Events
 - 16.2 Public Notice- Zoning Bylaw Amendment re 70 King Street, Powassan

17. PUBLIC QUESTIONS

18. CLOSED SESSION

19. MOTION TO ADJOURN

The Municipality of
Powassan

Regular Council Meeting
Tuesday, February 19, 2019, at 7:00 pm
Trout Creek Friendship Centre

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

Absent: Markus Wand, Councillor, with regrets

Staff: Maureen Lang, CAO/Clerk-Treasurer

Presentations:

Disclosure of Monetary Interest and General Nature Thereof:

Dave Britton Item 8.2/8.3 North Bay District Health Unit-wife employer

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- | | | |
|----------------|--|----------------|
| 2019-48 | Moved by: D. Britton Seconded by: D. Piekarski
That the agenda of the Council meeting of February 19, 2019, be approved with the following additions:
12.3 ROMA – verbal - deferred
12.4 Trout Creek Emergency Warming Centre - verbal
12.5 Trout Creek Friendship Walking Group - verbal | Carried |
| 2019-49 | Moved by: D. Piekarski Seconded by: D. Britton
That the minutes of the Regular Council meeting of February 5, 2019, be adopted. | Carried |
| 2019-50 | Moved by: D. Britton Seconded by: D. Piekarski
That the minutes from the Sportsplex Beerfest Committee meeting dated December 5, 2018, be received. | Carried |
| 2019-51 | Moved by: D. Piekarski Seconded by: D. Britton
That the minutes from the Sportsplex Beerfest Committee meeting dated January 9, 2019, be received. | Carried |
| 2019-52 | Moved by: D. Piekarski Seconded by: D. Britton
That the minutes from the Recreation Committee meeting dated February 6, 2019, be received. | Carried |
| 2019-53 | Moved by: D. Britton Seconded by: D. Piekarski
That the minutes from the Powassan and District Union Public Library Board dated January 28, 2019, be received. | Carried |
| 2019-54 | Moved by: D. Piekarski Seconded by: R. Hall
That the minutes from the North Bay Parry Sound District Health Unit meeting dated November 28, 2018, be received. | Carried |

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	6-1

2019-55 Moved by: R. Hall Seconded by: D. Piekarski
That the minutes from the North Bay Parry Sound District Health Unit, Finance & Property Committee meeting dated November 28, 2018, be received. **Carried**

2019-56 Moved by: D. Piekarski Seconded by: D. Britton
That the minutes from the Golden Sunshine Municipal Non-Profit Housing Corporation committee meeting dated January 7, 2019, be received. **Carried**

2019-57 Moved by: D. Britton Seconded by: D. Piekarski
That the memorandum dated February 15, 2019 from Deputy Clerk Kim Bester regarding Consent application B9/Powassan/2019 (Corkery Street), be received. **Carried**

2019-58 Moved by: D. Piekarski Seconded by: D. Britton
That the memorandum dated February 15, 2019 from Deputy Clerk Kim Bester regarding the former Grace House building (Jamieson), be received. **Carried**

2019-59 Moved by: D. Britton Seconded by: D. Piekarski
Whereas Council has received a development inquiry re: lands legally identified as Plan 43, Blk 3, Pt Lot 2, RP 42R-12235, Part 1 (70 King Street), Powassan to convert the existing building into a duplex;

And Whereas the developer requires additional lands in order to establish a suitable and orderly parking area for the proposed duplex;

And Whereas the developer's lands include a strip of land that is currently utilized as an access area to the Legion, which is located on land that is owned by the Municipality;

And Whereas it is in the interest of the Municipality to acquire the above-mentioned strip of land to secure the existing area of access to the Legion building;

Now Therefore, the Municipality agrees to convey an area of land being 8 feet wide x 40 feet long provided the Developer conveys the portion of land being approximately 4 feet wide x 52 feet long in conjunction with the approval of a future site plan agreement which will be required if the requisite zoning by-law amendment is approved.

The above paragraph contemplates that an iron peg found on the north property line and 16 feet north of the northerly building wall, marks the exact north/west corner of the lot. This will be verified when the property is surveyed. Should it be found that the iron peg is not the proper marker, both parties agree that the dimensions and placement of the property to be transferred to the developer will be altered to accommodate a minimum of 4 parking spots.

And Further, that the developer be responsible for all costs associated with this transfer, including but not limited to legal, surveying, registration of plan, etc. for both the parcel being transferred to him and the parcel he is transferring to the Municipality. **Carried**

2019-60 Moved by: D. Britton Seconded by: D. Piekarski
That By-law 2019-02, being a By-law to affix a scale of costs applicable to all documents processed under Part XI of the Municipal Act, 2001, C.25,

READ a FIRST and SECOND time on February 19, 2019,

To be **READ a THIRD and FINAL** time and adopted as such in open Council on the 5th day of March, 2019.

Carried

2019-61

Moved by: D. Britton

Seconded by: D. Piekarski

That By-law 2019-03, being a By-law to appoint a Public Works Foreman,

READ a FIRST and SECOND time and **READ a THIRD and FINAL** time and considered passed as such in open Council on the 19th day of February 2019 for the immediate wellbeing of the Municipality of Powassan.

Carried

2019-62

Moved by: D. Piekarski

Seconded by: D. Britton

That the donation request dated February 11, 2019 from the Powassan Agricultural Society regarding the 2019 Fall Fair, be received, and further, that Council donate \$500 in support.

Carried

2019-63

Moved by: D. Britton

Seconded by: D. Piekarski

That the correspondence dated February 8, 2019 from Municipal World regarding annual online membership, be received.

Carried

2019-64

Moved by: D. Piekarski

Seconded by: D. Britton

That the accounts payable listing reports dated February 11, 13 & 14 & 2019, in the total amount of \$58,926.97, be approved for payment.

Carried

2019-65

Moved by: D. Britton

Seconded by: D. Piekarski

That Council now adjourns to closed session at 8:45pm to discuss:

18.1 Closed Session minutes of February 5, 2019.

18.2 Identifiable Individual-Section 239(2)(b) of the Municipal Act and under 6(1)(b) of the Procedural Bylaw-matters regarding an identifiable individual, including municipal or local board employees. Personnel

Carried

2019-66

Moved by: D. Britton

Seconded by: D. Piekarski

That Council now reconvenes to regular session at 9:12pm.

Carried

2019-67

Moved by: D. Piekarski

Seconded by: D. Britton

That Council now adjourns at 9:12pm.

Carried

Mayor

CAO/Clerk-Treasurer

**Emergency Management Committee Meeting
February 13, 2019 at 6:00 pm
Powassan Fire Hall Station #1 – Training Room**

Present: Ben Mousseau, Protective Services Official-CEMC
Peter McIsaac, Mayor
Maureen Lang, CAO/Clerk-Treasurer
Markus Wand, Councillor
Mark Martin, CBO-Alternate CEMC
Codey Munshaw, Public Works Engineer
Bill Cox, Fire Chief
Ted Weiler, Firefighter

Absent: Lesley Marshall, EIO

Staff: Susanne Phillips, Recording Secretary

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1. Call to Order at 6:00pm.
 2. Review of the minutes of the September 20, 2018 Emergency Management meeting.

Discussion held on signage for emergency centres. A correction to the minutes that signage is not for 250 Clark as an emergency centre but signage at 250 Clark showing the Legion as a 'Reception Centre' during emergencies.

3. Old Business

- 3.1 Vulnerable Persons Registry – approximately 12 residents have completed and returned the Vulnerable Occupant questionnaire sent to all municipal residents in late 2018. This list will be utilized by the MCEG/Fire Department as required during potential/imminent emergencies only. A concern was raised regarding hydro outages and which residents may be vulnerable to extreme weather events, which is not included in the vulnerable questionnaire.

It was agreed that a notice/article be placed on the front page of the Spring Municipal Newsletter regarding the loss of hydro during extreme weather events. The information will include a list of risks from the Fire Department (ie. use of generators and fuel) and will provide a direct phone number to call if residents require assistance or need to be removed from their property due to weather related outages. Station #1 will contact Bell Canada to install/allocate a specific line and number for this use.

- 3.2 Ben Mousseau has completed an agreement for 'Declared Emergency' only, through Ontario's 211 line. 211 is the source Canadians trust when seeking information and services to deal with life's challenges. 211's telephone help line (2-1-1) and website provide a gateway to community, social, non-clinical health and related government services, including emergencies. CAO Maureen Lang, Protective Services Official Ben Mousseau and Deputy Clerk Lesley Marshall have been designated as authorized contacts for this service.

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	7-1

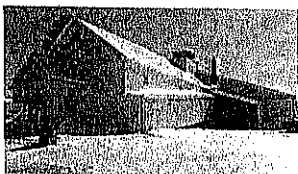
4. Old Business

- 4.1 Ben Mousseau informed the committee that a few positions have been adjusted. It was stated that after further investigation, Markus Wand, current EIO, is not able to hold the position as he is not a municipal employee, as per the Ministry. As such, Deputy Clerk Lesley Marshall will be the new EIO. Markus Wand will now be back-up to the Mayor. Ted Weiler is currently acting as an alternate to Chief Cox. Scott Toebes, Public Works Foreman is still the representative for Public Works and Engineer Cody Munshaw, is the Public Works alternate committee member.
- 4.2 A Special Event Protocol has been developed in the form of a call-tree for emergency contacts. Resources will be utilized as needed. An email will be sent for tracking purposes.
- 4.3 The Wesley Church has offered to be utilized as a warming/emergency centre if needed. Ben Mousseau had advised the Pastor that there are Health Unit regulations that need to be met if formally utilized as an emergency centre (i.e. cots, water, washrooms, etc.). If the Legion, currently the municipal emergency centre, is compromised in some fashion, the Wesley Church may be used. Ben Mousseau to include them in the municipal Emergency Plan as a back-up.
- 4.4 Newly elected officials will be asked to attend the committee's next Annual Exercise to understand and be involved in emergency preparedness. Ben Mousseau to work on dates for the 2019 exercise.
- 4.5 During the Maple Syrup Festival, the Fire Department and the Protective Services Official will provide a prize of a 72 hr Emergency Kit through a random draw to bring attention to the departments' and this committee's 'Be Prepared' agenda. There will be an attempt to flag vulnerable persons for our registry during the day as well. Advertising on municipal Social Media is requested for this event.
- 4.6 The committee discussed hosting an Emergency Management training workshop for newly elected officials. Surrounding municipalities/townships are to be invited. Ben Mousseau will reach out to other municipalities and provide further updates to the committee.
- 4.7 Chief Cox advised that the Fire Department requires new radios as they currently have analogue in a digital world. The radios are old and low distance (300m). The department wishes to twin with Public Works department current digital radios. The FD cannot currently communicate at emergencies with some regional municipalities as they utilize digital radios as well. The FD applied for a grant in 2018 and have further applied in 2019, but has not yet been successful. Ben Mousseau will investigate any other grant opportunities that may be available.

Chief Cox will bring the request for radios formally to Council for approval in the 2019 municipal budget. Public Works currently pay for radio per month but the new system will allow one core cost for all devices. It was also discussed that the current PW's radio should be activated in the Engineer office. The request is for 7-truck radios, 2 Station radios and 9 hand-held radios. Our current Mutual Aid Agreement does state that the Fire Department must have available communication with both the Township of Nipissing and the Municipality of Callander, which we currently do not have.

The committee was advised that there has been an approval for wiring to be run from Station #1 to the municipal building to allow the generator to provide hydro for the municipal servers for emergency communications. It was also discussed that a Master Key for 250 Clark needs to be kept at Station #1 for emergency situations and in the case of power outages where key fobs currently used by staff, will not work.

- 4.8 Station #1 is currently housing the Parry Sound Mass Casualty trailer for winter. It is at our disposal during this time if needed.
5. The committee adjourned at 7:01pm.



TROUT CREEK COMMUNITY CENTRE BOARD MEETING

WEDNESDAY, FEBRUARY 6, 2019

@7:00PM

TROUT CREEK COMMUNITY CENTRE

1. Call to Order

Motion 2019-14

Moved By: Brian Eckensviller

Seconded By: Jeff Conrad

That the meeting be called to order at 7:00 pm

PRESENT:

Elva Taggart

Jeff Conrad

Jeff Eckensviller-Chair

Ted Hummel

Brian Eckensviller

Tyson Hummel

Peter McIsaac-Mayor

Randy Hall-Councillor

STAFF:

Emily Zavitz-Bar/Food Coordinator

Norma Conrad-Recording Secretary

Absent with regrets

Dale Jardine-Arena Manager

Karen Chadbourn

Trina Hummel

Guest(s)

None

2. Disclosure of pecuniary interest and general thereof:

None

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	7-2

3. Approval of Agenda

Motion 2019-15

Moved By: Brian Eckensviller

Seconded By: Jeff Conrad

That the agenda is approved.

4. Presentation(s)

None

5. Approval of Minutes

Motion 2019-16

Moved By: Jeff Conrad

Seconded By: Tyson Hummel

That the minutes of the previous meeting of January 9, 2019 be adopted

6. Manager's Report

Arena Manager Dale Jardine was absent for the meeting

7. Bar/Food Coordinator

Emily Zavitz advised everyone that the over flow games from the Powassan Minor Hockey Association Family Tournament went over very well, and well attended.

Dart League

The dart league registration has been extended until after the Trout Creek Carnival weekend, during the carnival weekend Emily will hand out flyers to promote the dart league.

Social Media

The Facebook group page has not been updated for awhile. Emily has offered to volunteer her time to help Brian Eckensviller out with the Trout Creek Community Centre Facebook page.

8. Member's Report

Ted Hummel has made contact with Duffy Reichstein from Duff's Neon Signs to see if he'd be interested in making a sign for the Trout Creek Winter Carnival promoting the 45th anniversary. During the meeting Ted Hummel heard back from Duffy Reichstein. Ted advised everyone that Duffy is interested, he would like to know what wording and artwork is to be on the sign. A motion was than passed.

Motion 2019-17

Moved By: Tyson Hummel

Seconded By: Jeff Conrad

That the Trout Creek Community Centre Board recommends Duff's Neon Sign's to provide a 45th annual Trout Creek Winter Carnival sign provided he can keep his total cost for the work under a \$100.00.

9. Review Action Items

Budget 2019

Deferred to next meeting in March.

Winter Carnival Update:

Lucky Lines Bingo

Emily, Brian and Elva will run the canteen during the Lucky Lines Bingo

Dance

Security will arrive at 8:30pm (M. Bedard)

Donations for the foodbank will be collected at the dance.

Bar workers will be covered by Emily, Gary & Nancy

Workers for Bartenders, Door admission

Will be handled by Ted Hummel & Emily Zavitz

Garbage bins

Emily will contact Dale Jardine the Arena Manager

Ref's

Brian Eckensviller has contacted Chester Polesky for booking referees for the Winter Carnival

Teams

There are ten men's teams & four ladies

Arena Staff & Cleaning

Members will check with Dale to see if he needs help

10. Business/Correspondence

10.1) Hall Rental Package Review

Deferred to next meeting in March

10.2) Position Review

A brief group discussion pertaining to Emily Zavitz job position at the Trout Creek Community Centre was discussed. A motion was than passed.

Motion 2019-18

Moved By: Brian Eckensviller

Seconded By: Ted Hummel

That the Trout Creek Community Centre Board recommends revising Emily Zavitz job title from Bar/Food Coordinator to Bar/Food/Events Coordinator.

11. Addendum

None

12. Accounts Payable

Motion 2019-19

Moved By: Tyson Hummel

Seconded By: Elva Taggart

That the accounts payable listing in the total amount of \$3,522.35 be approved for payment.

13. Notice of Meeting

Motion 2019-20

Moved By: Brian Eckensviller

Seconded By: Ted Hummel

That the next meeting be scheduled for March 13, 2019 @ 7pm

14. Closed Session

None

15. Adjournment

Motion 2019-21

Moved By: Ted Hummel

Seconded By: Elva Taggart

That the committee adjourned at 8:20pm

Chair

Recording Secretary

Public Works Committee Meeting

February 19, 2019 6:00 p.m.

Trout Creek Friendship Centre

Present: Mayor P.McIsaac, Councillors D.Britton, R.Hall, D.Piekarski and CAO/Clerk-Treasurer M.Lang,
Public Works Engineer Codey Munshaw

Absent with Regrets: Executive Assistant/Deputy Clerk L. Marshall and Public Works Foreman S.Toebes

Declaration of Pecuniary Interest: Mayor P.McIsaac for item 7.1 MTO is his employer

Approval of Agenda-Addition 7.2 Parking at Sportsplex. (R.Hall, D. Piekarski).

Carried

Adoption of Minutes : (P.McIsaac, R.Hall)

Carried

6.1 The Main Street North Hill-Progress Report prepared by C.Munshaw was received, and verbally summarized.

He is waiting for Atriel Engineering to return an amended survey plan and then he will start the drawings. He has completed a draft tender package and will review with Antoine Boucher while attending the Ontario Good Roads convention next week. Things are ahead of schedule. Also, he is going to put together an agreement for the property owners to sign, to agree to our workers or a contractor to attend the work site on their properties to fix the Valley View Drive Property Drainage.

6.2 The Birch Street Subdivision Loop (Water) report prepared by C.Munshaw was received and verbally summarized.

C.Munshaw reported that the work cannot be included with the OCIF Grant because that would have had to been a separate application for Water works. He showed the drawings to the committee to show the location referred to. It was decided that this could be a project to be looked at in 2020.

7.1 Mayor P.McIsaac removed himself from discussion of this item.

Email regarding Truck traffic on Maple Hill Road was received from Councillor R.Hall. He discussed the concerns that residents have approached him about. He received requests for directional signage to redirect traffic to use Purdon Line for part of their route instead of using Maple Hill Road both directions. C.Munshaw suggested speaking to the Truck Operators and ask them to change their route. Foreman S.Toebes to be consulted as well.

7.2 Councillor D.Britton asked about creating some parking at the back of the Sportsplex to help alleviate the parking congestion on Main Street during events. Engineer C.Munshaw to take a look at the possibilities in the area of the old tennis courts/pool/park and a walkway towards the front of the Sportsplex. Also mentioned by Mayor P.McIsaac, was to take a look at the parking strip along the hill by the Ball Diamond. See if a retaining wall could be installed, fill from the Main Street North project used and increase parking in that area. Also, there are a few parking spots just south of the Sportsplex on our acquired lot.

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	7.3

8.1 OCWA had reported last Friday, Feb.15th that the Well Pumphouse generator was broken and the parts would not get here until Tuesday Feb. 19th. OCWA said we could rent a generator for the weekend in case of power outages for \$3,500 plus electrician charges or Haul water through a company if the power was off for more than 22 hours. We chose to haul water if necessary, but there were no concerns during the weekend. An update on the status of the Well Pumphouse generator was received from OCWA by email. They called to say that the parts were installed and the generator was tested and seems to be working well now.

Notice of Schedule of next Committee Meeting:

March 19, 2019 next Public Works regular meeting in Maple Room @ 250 Clark, Powassan.

Adjournment at 6:30 p.m. (R.Hall, D.Piekarski)

Carried

**DISTRICT OF PARRY SOUND SOCIAL SERVICES
ADMINISTRATION BOARD**

2019 BUDGET

APPROVED February 14, 2019

2019/2015

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DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	8-1

**DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
OVERVIEW**

OVERVIEW:

Overall, the upcoming year looks to be one of challenging transitions, from senior management changes and Provincial government funding reductions, to legislative changes coming from the new Conservative Provincial government.

Our organization is in a constant state of change due to the direction we receive from various provincial legislative expectations and initiatives. Since September 2018, the Provincial Government has released their plan to reform Social Assistance programs, they have emphasized their commitment to funding cutbacks and constraints with a comprehensive review of expenditures and they have repealed most of the employment standards changes initiated with Bill 148.

Our collective agreement expired on December 31, 2018 and negotiations were successfully completed in January when we reached another five year agreement with our unionized staff.

Succession planning has been a significant component of managing organizational change over the past 2 years and will continue into 2019 with the continued retirement of key senior management positions.

In order to work within this environment we have had to develop organizational resilience and continuously evaluate and prepare the organization for changes that will impact our ability to support low-income people in our communities. At a recent senior management meeting, we identified our organizational strengths, goals and risks and move forward with an aim to minimizing these risks at the same time that we maximize our supports to our clients.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
SUMMARY OF MUNICIPAL LEVY: OPERATING AND CAPITAL
1.0% INCREASE TO LEVY

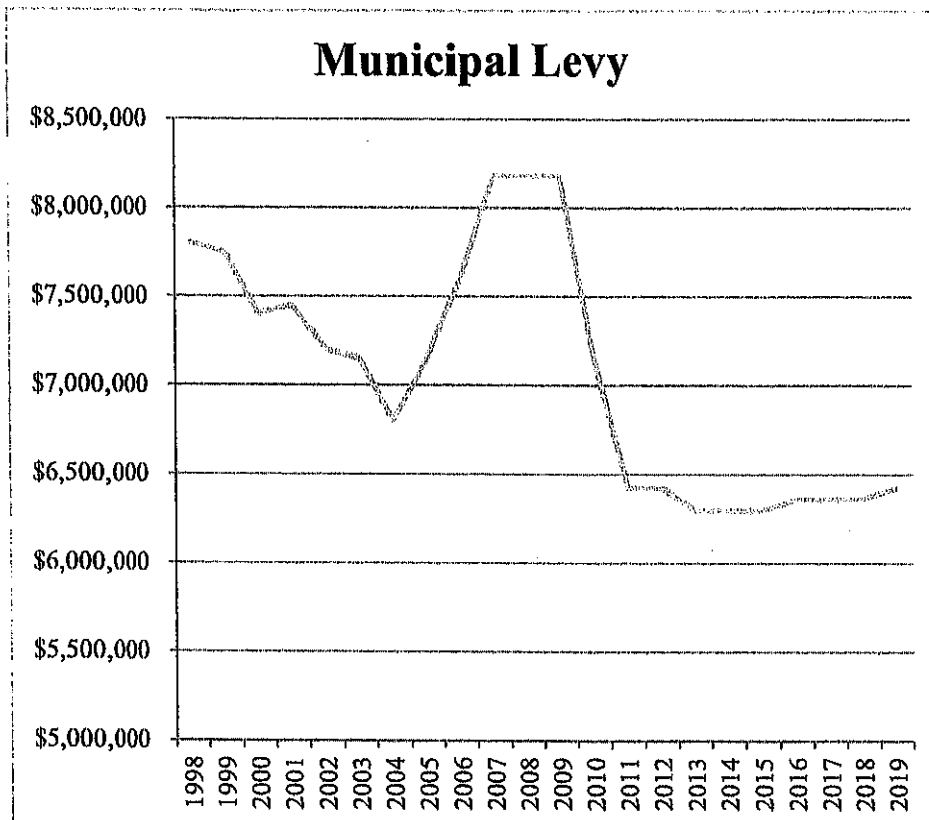
	2018 BUDGET	2019 BUDGET	CHANGE	% CHANGE IN LEVY
OPERATING FUND				
ONTARIO WORKS	1,211,703	1,321,770	110,067	1.71%
CHILD CARE	591,534	466,837	-124,697	-1.94%
SOCIAL HOUSING	2,403,385	2,450,000	46,615	0.73%
COMMUNITY SERVICES	112,490	74,825	-37,665	-0.59%
CORPORATE SERVICES	580,400	601,427	21,027	0.33%
DSSAB MUNICIPAL INITIATIVES	300,000	350,000	50,000	0.79%
MUNICIPAL COST	5,199,512	5,264,859	65,347	1.03%
TRANSFERS TO (FROM) OPERATING RESERVES/CONTINGENCY	-	-	-	0.00%
MUNICIPAL LEVY FOR OPERATIONS	5,199,512	5,264,859	65,347	1.03%
CAPITAL FUND				
DSSAB PROGRAM FACILITIES	400,000	400,000	-	0.00%
DSSAB HOUSING FACILITIES	700,000	700,000	-	0.00%
MUNICIPAL COST	1,100,000	1,100,000	-	0.00%
NOT YET ALLOCATED CONTRIBUTION	58,857	57,094	-1,763	-0.03%
MUNICIPAL LEVY FOR CAPITAL	1,158,857	1,157,094	(1,763)	-0.03%
TOTAL MUNICIPAL LEVY	6,358,369	6,421,953	63,584	1.00%
INCREASE(DECREASE) TO LEVY		63,584		
PERCENTAGE INCREASE (DECREASE)		1.00%		

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD

2019 BUDGET

MUNICIPAL LEVY TRENDS

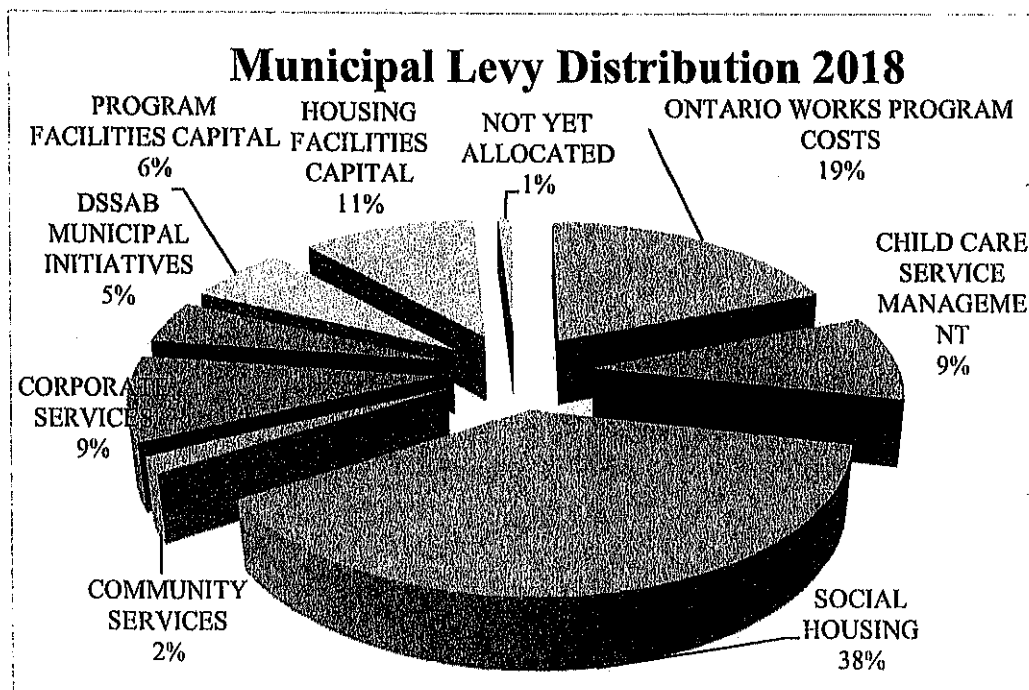
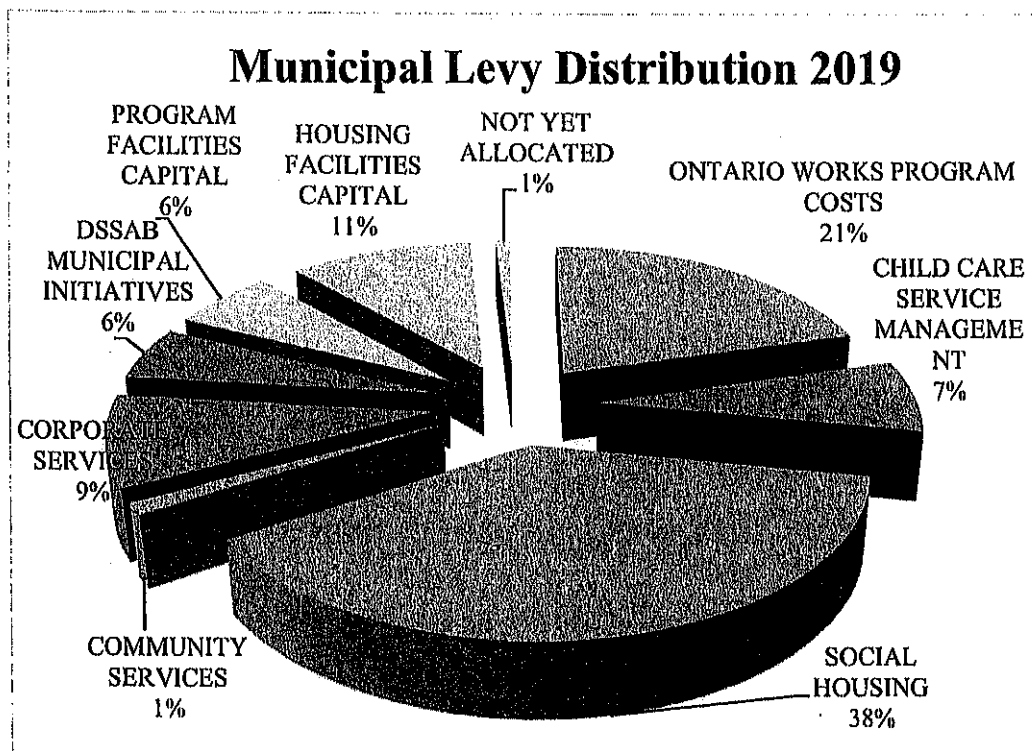
1998 TO 2019



DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
MUNICIPAL LEVY
WITH 2018 COMPARISON

Municipality	2019 Apportionment Percentage	2018 Levy Actual	2019 Levy Actual	Increase (Decrease) to levy	Levy Change	Apportionment Change
Armour	2.53%	161,015	162,321	1,306	1,607	(301)
Burks Falls	0.54%	34,063	34,496	433	342	91
Callander	3.71%	235,665	238,632	2,967	2,363	604
Carling	7.00%	444,990	446,575	1,585	4,422	(2,837)
Joly	0.41%	25,819	26,102	283	258	25
Kearney	2.52%	160,442	161,499	1,057	1,599	(542)
Machar	1.78%	112,922	112,974	52	1,119	(1,067)
Magnetawan	4.73%	300,617	302,952	2,335	3,000	(665)
McDougall	5.10%	324,536	327,951	3,415	3,247	168
McKellar	4.47%	284,151	286,198	2,047	2,834	(787)
McMurrich	1.52%	96,910	98,791	1,881	978	903
Nipissing	2.57%	163,639	166,472	2,833	1,648	1,185
Parry Sound	5.01%	318,891	320,861	1,970	3,177	(1,207)
Perry	3.17%	201,425	204,292	2,867	2,023	844
Powassan	2.22%	141,025	143,268	2,243	1,418	825
Ryerson	1.26%	80,012	80,504	492	797	(305)
Seguin	23.49%	1,493,685	1,518,391	24,706	15,034	9,672
South River	0.48%	30,513	30,461	(52)	302	(354)
Strong	1.98%	126,048	127,329	1,281	1,261	20
Sundridge	0.73%	46,312	46,456	144	460	(316)
The Archipelago	14.48%	920,849	921,823	974	9,127	(8,153)
Whitestone	4.02%	255,746	260,080	4,334	2,575	1,759
	93.72%	5,959,275	6,018,428	59,153	59,588	(435)
Unincorporated	6.28%	399,094	403,525	4,431	3,996	435
Total	100%	6,358,369	6,421,953	63,584	63,584	(0)

**DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
MUNICIPAL LEVY DISTRIBUTION**



3/25/2019

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
OPERATING BUDGET OVERVIEW

OVERVIEW:

Operating Budget:

The 2019 budget has a **1.00% increase (\$63,584)** to the municipal levy.

DSSAB's are funded by the province under cost sharing arrangements which differ for every program. These range from 100% provincial programs (e.g. Ontario Works financial assistance costs for clients) to 100% municipal programs (e.g. Social Housing building operating and capital costs). Budgets are prepared with an aim to minimizing municipal levy fluctuations and to maximizing these provincial:municipal cost sharing arrangements wherever feasible.

Budgeted program costs include a general inflationary increase to expenses.

The budget also includes adjustments for collective agreement obligations and a consumer price increase for non union staff for the year.

Our 2019 budget has been prepared with the expectation of funding cut announcements during 2019 as the current provincial government moves to reduce spending.

The provincial funding cut that we believe will have the greatest impact on the levy is an anticipated 5% decrease to Ontario Works program 50:50 administration funding. Even with a budgeted reduction in program costs of \$32,850 the final result is an increase of \$110,067 to the municipal levy.

Funding cuts are also anticipated in our children's services programs. Under the direction of the Ministry of Education, funding for children's services programs increased by \$2,384,000 from 2017 to 2018. The intent of this funding was to provide child care fee subsidy to families on waitlists. In the North, where there were no wait lists, it was much more difficult to utilize this funding as there was no capital funding included and expansion was only possible where buildings had the physical capacity for expansion. We undertook significant levels of expansion in our EarlyON program and directly operated child care centres to utilize these funds. The result was an overall increase of 16.31 full time equivalent staff and an increased capacity of 64 additional child care spaces across our District.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
OPERATING BUDGET OVERVIEW

A portion of this funding is 80:20 funding for child care fee subsidy. Our expansion was unable to utilize 100% of this shared funding. Accordingly, the removal of this from the budget results in a \$124,697 decrease to municipal costs which is reflected in the municipal levy.

In conjunction with anticipated funding cuts for 2019, we are moving forward with additional funding for our community services programs in 2018. Our Community Services programs include Esprit Place, our Violence Against Women, Homemaker's and Homelessness programs. In 2018 we received an additional \$53,000 in funding for these programs. After adding this income and inflationary increases for staffing and operating costs, the net result is a decrease of \$37,665 in required municipal funding.

Although we budget conservatively for operating costs for the Social Housing department, our buildings often experience higher than normal amounts of wear and tear than those experienced in the private market and many of our tenants experience multiple barriers. We are in essence, the landlord of last resort. Social housing operating costs are born 100% by the municipalities. A budgeted overall increase to social housing costs of 0.7% has resulted in a \$46,615 increase to the municipal levy.

The expiration of operating agreements for our non profit housing providers is an issue of concern. As the operating agreements end, the related federal funding ends. Providers may at that point decide to convert their housing into market rent units – thereby reducing the social housing stock in the District. On the other hand, there may be opportunities to enter into new agreements to revitalize and expand the social housing stock in the District.

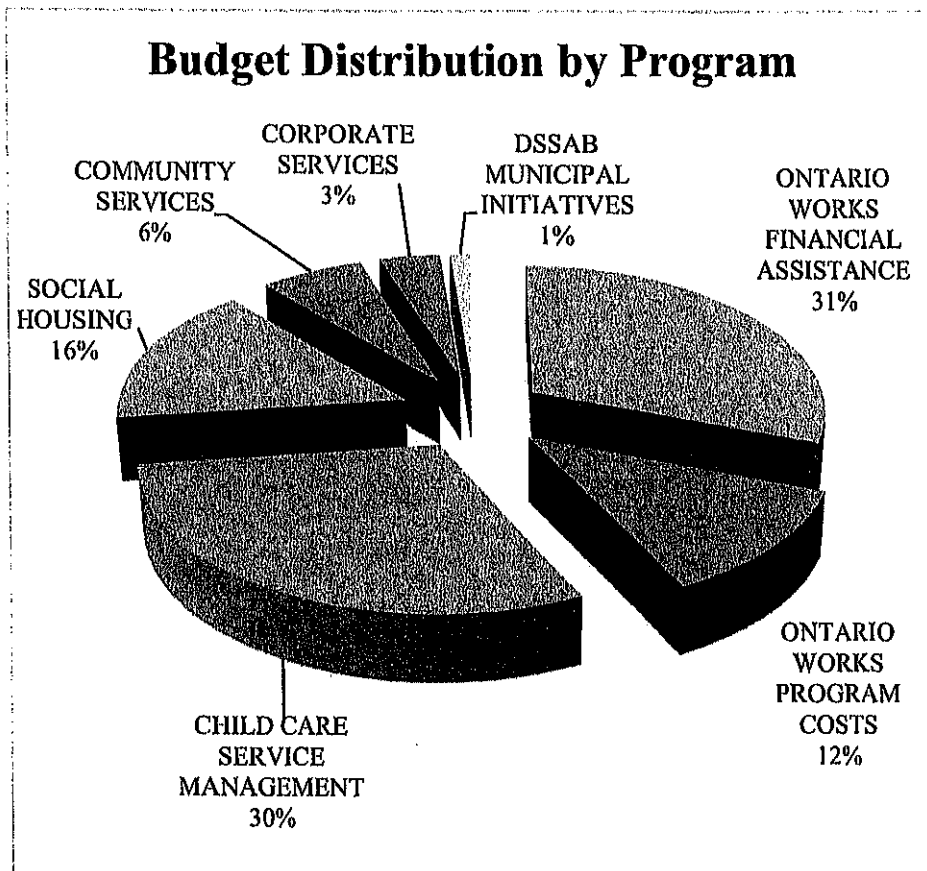
Corporate services costs are offset by allocations to the programs, interest income and Ontario Works 50:50 administration funding. With an overall increase in administration costs of \$71,027 the final result is an increase to municipal costs of \$21,027.

Due to the continued increase in expenditures approved by the Board for DSSAB Municipal Initiatives, we have increased the municipal funding to this program by \$50,000 for 2019. These funds are used to support those in our communities with the most limited resources and include funding for local food banks, the emergency shelter and energy program, community based supports for children and the Home for Good program.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
OPERATING BUDGET
TOTAL FUNDING AND EXPENDITURES

	2018 BUDGET	2019 BUDGET	CHANGE
ONTARIO WORKS			
ONTARIO WORKS FINANCIAL ASSISTANCE	\$8,262,109	\$8,262,000	-109
ONTARIO WORKS PROGRAM	<u>3,330,100</u>	<u>3,297,250</u>	<u>-32,850</u>
	11,592,209	11,559,250	-32,959
CHILD CARE SERVICE MANAGEMENT			
CHILD CARE ADMINISTRATION	450,000	450,000	0
CHILD CARE CENTRE OPERATIONS	4,871,380	4,929,580	58,200
EARLY YEARS / FAMILY RESOURCE CENTRES	1,085,000	1,001,300	-83,700
INCLUSION SUPPORT SERVICES	555,000	555,000	0
INTEGRATED RECEPTION	40,000	40,000	0
NON DSSAB FEE SUBSIDY	470,000	450,000	-20,000
NON DSSAB OPERATING SUBSIDY	200,000	200,000	0
NON DSSAB WAGE ENHANCEMENT SUBSIDY	121,000	100,000	-21,000
JOURNEY TOGETHER	0	301,364	301,364
PLANNING AND PROJECTS	<u>83,716</u>	<u>68,716</u>	<u>-15,000</u>
	7,876,096	8,095,960	219,864
SOCIAL HOUSING			
SOCIAL HOUSING ADMINISTRATION	883,718	832,912	-50,806
AFFORDABLE HOUSING PROGRAM COSTS	42,187	28,561	-13,626
BUILDING OPERATING COSTS	2,300,634	2,448,164	147,530
RENT SUPPLEMENT PROGRAM COSTS	121,000	128,000	7,000
NON-PROFIT HOUSING COSTS	<u>860,000</u>	<u>802,000</u>	<u>-58,000</u>
	4,207,539	4,239,637	32,098
COMMUNITY SERVICES			
ESPRIT PLACE	784,665	809,000	24,335
HOMELESSNESS PROGRAM	370,000	383,750	13,750
EMERGENCY HEATING AND SHELTER	396,000	396,000	0
HOME FOR GOOD	61,200	61,200	0
HOMEMAKERS PROGRAM	<u>100,000</u>	<u>100,000</u>	<u>0</u>
	1,711,865	1,749,950	38,085
CORPORATE SERVICES			
ADMINISTRATION	870,900	941,927	71,027
BOARD	<u>60,000</u>	<u>60,000</u>	<u>0</u>
	930,900	1,001,927	71,027
DSSAB MUNICIPAL INITIATIVES	300,000	350,000	50,000
TOTAL ANNUAL OPERATING EXPENSES	26,618,609	26,996,724	378,115
LESS FUNDING FROM OTHER SOURCES			
PROVINCIAL FUNDING	18,364,493	18,688,589	324,096
FEDERAL FUNDING	813,404	802,076	-11,328
DSSAB MUNICIPAL INITIATIVES	121,200	121,200	0
PARENT FEE REVENUE	1,180,000	1,180,000	0
TENANT REVENUE	860,000	860,000	0
INVESTMENT INCOME & OTHER	<u>80,000</u>	<u>80,000</u>	<u>0</u>
	21,419,097	21,731,865	312,768
MUNICIPAL FUNDING - OPERATING EXPENSES	\$5,199,512	\$5,264,859	65,347
TRANSFERS TO OPERATING RESERVES/CONTINGENCY	\$0	\$0	0
MUNICIPAL LEVY FOR OPERATIONS	\$5,199,512	\$5,264,859	65,347

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
OPERATING BUDGET DISTRIBUTION BY PROGRAM



Total costs are based on the Total Funding and Expenditures schedule found on page 8.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
CAPITAL BUDGET AND OPERATING FUNDS OVERVIEW

OVERVIEW:

General Operating Fund:

The DSSAB maintains operating funds for cash management purposes. As per the Board Operating Reserve Policy, operating funds of no greater than three months of annual operating expenses will be maintained by the DSSAB. This equates to \$6,718,224 at the end of 2018.

The projected level of the operating funds at December 31, 2019 is \$2,103,558 or 28 days of annual operating expenses. Coupled with our capital reserves, we believe that we have sufficient funds on hand to meet our current short-term operating requirements.

As long as capital reserve contributions continue as recommended, we are not suggesting an increase to the operating funds at this time.

Program Facilities Capital Fund:

The DSSAB holds capital funds for capital requirements for program facilities. These include our multi-use building in South River (offices, child care centre and EarlyON site), our office building in Parry Sound, Child Care Centres in Emsdale and Parry Sound and our women's shelter in Parry Sound. In addition we lease space for our child care centre in Powassan from the local school board and from the Sound Community Hub in Parry Sound for our EarlyON program.

During 2018 we completed two large projects – the extensive re-build of our Emsdale child care centre to improve it's functionality and eliminate health and safety issues and renovations to our 64 Waubeek Street building which has allowed us to increase child care spaces in the Town of Parry Sound.

As with any capital projects for the DSSAB, we pursue available funding from the province and the federal government whenever possible to reduce the cost to the municipalities. We were very successful in 2018 and generated \$914,770 in one-time funding for our DSSAB facilities.

We are recommending a \$400,000 contribution to the Program Facilities Capital Fund in 2019 to ensure that sufficient capital funds are available to meet these needs.

**DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
CAPITAL BUDGET AND OPERATING FUNDS OVERVIEW**

Social Housing Capital Fund:

The DSSAB also holds capital funds for the 344 housing units owned and operated within our Social Housing programs. These include the Local Housing Corporation housing units as well as the Non Profit Housing program units that we fund, as we are responsible for any of their operating or capital shortfalls.

Our building condition assessments, when initially prepared, indicated that our Social Housing capital fund would be fully depleted over a period of 5-10 years, and that we would need to contribute \$13,249,903 to the fund in order to maintain these buildings to December 31, 2025.

This infrastructure deficit is the DSSAB's most significant financial exposure and is the result of the Provincial transfer of ownership of the Ontario Housing Stock to the Municipalities in 2000 with \$0 capital.

Our calculations were updated in 2013 to incorporate funding requirements to the end of 2025 (previously, we reported on requirements to the end of 2020). At that time, the Board increased the yearly fund contributions to \$800,000 per year.

Per a review of the projected results of operations through to December 31, 2018 you can see that the anticipated levels of spending recommended by the building condition assessments require an \$800,000 contribution yearly in order to maintain these reserves at needed amounts into the future. In light of the investment income that we are earning on these reserves, we decreased the municipal contribution to these reserves by \$100,000 in 2016 (offset by the additional investment income of \$100,000).

We are recommending that Social Housing Capital Fund contributions continue at the same levels in 2019 (i.e. \$700,000 per year).

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
SCHEDULE OF CHANGES IN CAPITAL AND OPERATING FUNDS

	GENERAL OPERATING FUND	PROGRAM FACILITIES CAPITAL FUND	SOCIAL HOUSING CAPITAL FUND	TOTAL
Projected Balance, Dec 31, 2016	\$2,067,820	\$1,682,259	\$6,322,136	\$10,072,215
Contribution: 2017 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2017 Surplus	35,738			35,738
Contribution: Interest Earned	-	28,952	108,806	137,758
Capital Expenditures in 2017	-	(309,499)	(463,871)	(773,370)
One-time Funding	-	266,987	260,851	527,838
Non Profit Capital Expenditures in 2017			(59,965)	(59,965)
Projected Balance, Dec 31, 2017	\$2,103,558	\$2,068,699	\$6,867,957	\$11,040,214
Contribution: 2018 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2018 Surplus	-			-
Contribution: Interest Earned	-	20,000	100,000	120,000
Capital Expenditures in 2018	-	(1,336,141)	(196,325)	(1,532,466)
Non Profit Capital Expenditures in 2018			(69,810)	(69,810)
One-time Funding	-	914,770	120,450	1,035,220
Projected Balance, Dec 31, 2018	\$2,103,558	\$2,067,328	\$7,522,272	\$11,693,158
Contribution: 2019 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2019 Surplus	-			-
Contribution: Interest Earned	-	20,000	100,000	120,000
Capital Expenditures in 2019	-	(519,000)	(1,192,000)	(1,711,000)
Non Profit Capital Expenditures in 2019			(300,000)	(300,000)
One-time Funding	-	-	-	-
Projected Balance, Dec 31, 2019	\$2,103,558	\$1,968,328	\$6,830,272	\$10,902,158
Daily operating cash flow requirements	\$73,827			
# Days operating funds on hand	28			
Maximum allowable operating fund	\$6,718,224			



EASTHOLME

East District of Parry Sound Home for The Aged

February 20, 2019

Mayor/Reeve and Councillors
Municipalities in the East District of Parry Sound

Dear Mayor/Reeve and Councillors:

Annual General Meeting

The Board of Management of Eastholme, Home for the Aged wishes to notify you of its annual general meeting of the municipalities scheduled for **Wednesday March 20, 2019 at 10:00 AM**. If you plan to send a representative, please notify the Eastholme Administration Office at 705-724-2005 no later than Tuesday March 19, 2019.

2019 Municipal Levy Apportionment

Enclosed is the 2019 municipal levy apportionment. The 2019 municipal levy has been set at \$1,245,000 and was increased by 2.5% (\$30,000) over the 2018 levy. The Board is keeping the increase of the levy to a minimum in spite of not yet being advised if there will be a funding increase for 2019 from the province.

The Ministry of Health and Long-Term Care has advised that the Case Mix Index (CMI) Adjusted reports for LTC homes will be released after the new budget is announced (end of March/ April). Although it was communicated through the association of non-profit LTC homes that it would cause delays and ambiguity in the budget process for the homes, the ministry remained firm in their response. As per previous practices, all LTC Homes' CMI results are usually "re-indexed" against provincial results and for 2018 this re-indexing reduced the nursing subsidy by \$123,000. We are expecting a portion of the nursing per diem to be retained by the Ministry despite the fact that acuity of care of the residents has been steadily increasing at Eastholme. In addition, the collective agreements for the years 2018 and 2019 are currently under negotiation and the Board has approved a number of necessary upgrade projects. These include for example computer software, bath tubs, air handling units, etc. in order to maintain the operations of the Home and delivery of high-quality service.

Enclosed:

- 2019 Municipal Levy Apportionment Schedule
- Municipal levy apportionment calculation (FIR taxable assessments)
- First quarter request for payment of the Municipal Levy
- Operating Budget for 2019
- A copy of the audited Consolidated Financial Statements for 2018

I sincerely thank all the municipalities for their ongoing financial contributions to Eastholme which provides the necessary support to maintain a comfortable, caring and exceptional Home for the seniors in our communities.

Sincerely,


Natalie Bellehumeur, RN, BScN, MA
Administrator

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	8-2

**Eastholme, Home for the Aged
Powassan, Ontario
2019 Municipal Levy Apportionment Schedule**

MUNICIPALITY	APPORTIONMENT PERCENTAGE	2019 LEVY
Town of Kearney	8.790	\$109,435
Municipality of Magnetawan	16.548	\$206,023
Municipality of Powassan	7.957	\$99,065
Municipality of Callander	13.094	\$163,020
Village of Burk's Falls	1.959	\$24,389
Village of South River	1.703	\$21,202
Village of Sundridge	2.595	\$32,308
Township of Armour	8.746	\$108,888
Township of Joly	1.356	\$16,882
Township of Machar	6.219	\$77,427
Township of Nipissing	8.778	\$109,286
Township of Perry	10.969	\$136,564
Township of Ryerson	4.295	\$53,473
Township of Strong	6.991	\$87,038
Total	100.000	\$1,245,000

Please be advised that the 2019 Municipal Levy has been apportioned in accordance with Ontario Regulation 79/10 made under the Long-Term Care Homes Act, 2007


Natalie Bellehumeur, RN, BScN, MA Administrator

Feb 20, 2019

**EASTHOLME
MUNICIPAL LEVY APPORTIONMENT CALCULATION
FOR 2019 LEVY**

FILE: EASTHOLME/EASTHOLME 2018 LEVY

	Households per 2017 FIR Schedule 2	Households per 2016 Statistics Canada Census	Phase-In Taxable Asmt. (Wtd & Disc CVA) per 2017 FIR, Sch 26, row 9199, column 17	Phase-In PIL Asmt. (Wtd & Disc CVA) per 2017 FIR, Sch 26, row 9299, column 17	Hydro Power Dam Compensation per 2017 FIR, Sch 26, row 5236, column 2	Industrial Class Tax Ratio per 2017 FIR, Sch 22, column 5	Industrial Class Tax Rate per 2017 FIR, Sch 22 **	Weighted Equivalent Hydro Assessment ((C)/(E)*(D))	2019 Apportionment Base (A) + (B) + (F)	% 2019	2018 Apportionment Base	% 2018	Current year phased-in assessment increase (decrease)
Township of Armour	1,080	1,080	398,922,320	5,680,885	-	N/A	N/A	-	344,603,175	8.7457%	343,881,481	8.6855%	0.21%
Village of Burk's Falls	510	510	76,067,390	603,995	7,658	1.420400	2.1538959%	505,012	77,176,397	1.9587%	72,121,398	1.8224%	7.01%
Municipality of Callander	1,776	1,710	514,272,090	1,673,962	-	N/A	N/A	-	515,946,052	13.0942%	517,852,514	13.0850%	-0.35%
Township of Joly	164	164	53,375,001	45,275	-	N/A	N/A	-	53,420,276	1.3558%	53,697,768	1.3569%	-0.52%
Town of Kearney	1,155	1,155	344,648,780	1,683,979	-	N/A	N/A	-	346,332,759	8.7885%	349,871,157	8.8408%	-1.01%
Township of Machar	906	848	243,254,889	1,501,875	4,147	0.950000	1.3073910%	301,337	245,058,051	6.2195%	246,040,166	6.2172%	-0.40%
Municipality of Magnetawan	2,054	1,698	650,170,705	1,862,549	-	N/A	N/A	-	652,033,254	16.5479%	666,533,444	16.8425%	-2.18%
Township of Nipissing*	1,306	1,051	343,181,971	2,656,121	472	0.269800	0.4964610%	29,177	345,867,269	8.7777%	345,109,146	8.7205%	0.22%
Township of Perry	1,701	1,676	490,061,719	2,147,105	-	N/A	N/A	-	432,208,824	10.9690%	486,613,328	11.0327%	-1.01%
Township of Powassan	1,481	1,381	306,901,512	8,467,835	50,652	1.816411	2.9083960%	3,163,422	313,532,769	7.9571%	307,585,142	7.7723%	1.93%
Township of Ryerson	580	580	169,122,303	116,600	-	N/A	N/A	-	169,236,903	4.2951%	170,479,127	4.3078%	-0.73%
Village of South River	528	528	66,775,266	335,012	-	N/A	N/A	-	67,110,278	1.7032%	68,895,860	1.7409%	-2.59%
Township of Strong	922	922	273,368,822	2,109,967	-	N/A	N/A	-	275,478,788	6.9914%	274,121,119	6.9267%	0.50%
Village of Sundridge	514	497	102,160,811	106,889	-	N/A	N/A	-	102,367,700	2.5954%	104,659,356	2.6446%	-2.25%
	14,677	13,800	3,912,283,529	23,992,019	-			3,998,948	3,940,274,496	100.0000%	3,957,441,106	100.0000%	-0.43%

COMMENTS:

- Overall weighted average decrease in phased in assessment = -43% for the current year.
Municipalities whose assessments increased, or decreased by less than -43% will show an increase in their apportionment for the current year;
those whose assessments decreased by more than -43% will show a decrease in their apportionment.
- Basic approach re Hydro PIL's resulted from a February 2005 discussion with Lynnette Coy, Ministry of Municipal Affairs, Finance branch.
Per Lynnette, Burk's Falls receives the municipal portion of hydro payments only, while Machar, Nipissing and Powassan receive both the municipal and school board portions.
Consequently, the tax rate reported in column 8 of Schedule 22 is used for Burk's Falls and that in column 11 is used for the other municipalities.
- The 2017 FIRs for all municipalities can be viewed at <https://efis.fma.cdc.gov.on.ca/fir/Welcome.htm>

* Hydro PIL not reported on Nipissing FIR in 2017. Obtained information from Nipissing directly.

Eastholme

East District of Parry Sound

Operating Budget 2019

	Budget 2019	Ministry Funding
Revenue		
Ministry operating funding	\$5,828,700	
Resident revenue basic fees	<u>\$2,595,900</u>	
TOTAL	\$8,424,600	
Ministry capital payment SW-construction subsidy	\$121,200	
Municipal Levy (2.5%)	\$1,245,000	
Resident revenue private accommodation fees	\$473,400	
Resident revenue semi-private accommodation fees	\$50,400	
Interest	\$42,000	
Transfer from reserve	<u>\$67,000</u>	
Total Revenue	<u>\$10,423,600</u>	
Expenses		
Program and Support Services	\$659,100	\$569,900
BSO phase 1 and 2	\$63,400	\$63,400
Raw Food	\$455,000	\$445,800
Nursing and Personal Care	\$5,337,900	\$4,668,300
Accommodation (OA*)	\$3,908,200	<u>\$2,677,200</u>
		<u>\$8,424,600</u>
Total Expenses	<u>\$10,423,600</u>	
Excess of Revenue over Expenses	<u>\$0</u>	

Approved by the Board of Management Date:

Feb 21/19

Resolution #

39160

Chairman of the Board of Management Signature:

John Agnew

*OA = Dietary, Admin, Board, Building & Property, Facility, Housekeeping, Laundry

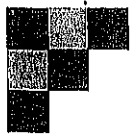
**THE BOARD OF MANAGEMENT
FOR THE DISTRICT OF PARRY SOUND EAST**

**CONSOLIDATED
FINANCIAL STATEMENTS OF**

**Eastholme, District of Parry Sound (East),
Home for the Aged
and the
East Parry Sound Community Support
Services Program**

FOR THE YEAR ENDED DECEMBER 31, 2018





PAHAPILL and ASSOCIATES Chartered Accountants

Professional Corporation

INDEPENDENT AUDITOR'S REPORT

Opinion

We have audited the accompanying consolidated financial statements of Eastholme, District of Parry Sound (East) Home for the Aged, which comprise the consolidated statement of financial position as at December 31, 2018 and the consolidated statements of operations, accumulated surplus and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Eastholme, District of Parry Sound (East) Home for the Aged as at December 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Eastholme, District of Parry Sound (East) Home for the Aged in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to the events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we

Huntsville 705-788-0500

Parry Sound 705-746-2115

Head Office: 75 Main Street West, Unit 2, Huntsville, Ontario P1H 1W9

Fax: 705-788-2503

are required to draw attention to the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.

Pahapill and Associates

Huntsville, Ontario
February 20, 2019

Pahapill and Associates Professional Corporation
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
ASSETS		
Cash	\$ 2,611,874	\$ 3,094,904
Accounts Receivable, No Allowance	220,366	279,452
Prepaid Expense	4,375	6,339
	<u>2,836,615</u>	<u>3,380,695</u>
LIABILITIES		
Accounts Payable and Accrued Liabilities	881,032	1,578,548
Deferred Revenue	91,750	88,698
Accumulated Sick Leave (Note 3)	395,538	357,028
Designated Donations	85	4,637
	<u>1,368,405</u>	<u>2,028,911</u>
NET ASSETS	<u>1,468,210</u>	<u>1,351,784</u>
NON-FINANCIAL ASSETS		
Tangible Capital Assets - Net (Notes 11 and 12)	10,911,148	11,242,831
Inventories of Supplies	32,866	34,713
	<u>10,944,014</u>	<u>11,277,544</u>
ACCUMULATED SURPLUS	<u>\$ 12,412,224</u>	<u>\$ 12,629,328</u>

APPROVED ON BEHALF OF THE BOARD OF MANAGEMENT

Tom Piper Chairman

The accompanying notes and schedules are an integral part of these financial statements

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>2017 Actual</u>
REVENUE			
Province of Ontario Subsidies-Operating	\$ 5,884,100	\$ 6,143,208	\$ 6,024,267
-Capital (Note 5)	121,200	120,888	120,888
Municipal Levy (Note 7)	1,215,000	1,215,000	1,186,000
Resident Accommodation Fees	3,164,500	3,087,908	3,043,491
Community Support Services' Clients Fees (Note 6)	601,000	601,384	596,642
Other	25,900	42,811	25,751
Transfer from Reserves	182,050	—	—
Total Revenues	<u>11,193,750</u>	<u>11,211,199</u>	<u>10,997,039</u>
EXPENSES			
Nursing and Personal Care	5,370,600	5,043,993	5,156,343
Program and Support Services	670,750	649,593	594,901
Raw Food	421,000	452,649	423,822
Other Accommodation	3,761,400	3,675,052	3,338,486
Accumulated Sick Leave (Recovery)	—	38,510	32,172
Community Support Services	970,000	969,954	921,653
Amortization	—	598,552	587,978
Total Expenses	<u>11,193,750</u>	<u>11,428,303</u>	<u>11,055,355</u>
EXCESS OF EXPENSES OVER REVENUE	—	(217,104)	(58,316)
OPENING ACCUMULATED SURPLUS	<u>12,629,328</u>	<u>12,629,328</u>	<u>12,687,644</u>
ENDING ACCUMULATED SURPLUS	<u>\$ 12,629,328</u>	<u>\$ 12,412,224</u>	<u>\$ 12,629,328</u>

The accompanying notes and schedules are an integral part of these financial statements

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
OPERATING TRANSACTIONS		
Excess of Expenses over Revenue	\$ (217,104)	\$ (58,316)
Non-Cash Charges to Operations:		
Amortization	598,552	587,978
Loss on disposal of tangible capital assets	<u>101,551</u>	<u>7,222</u>
	<u>482,999</u>	<u>536,884</u>
Changes in Non-Cash Items:		
Prepaid Expenses	1,964	(2,955)
Accounts receivable	59,086	(59,606)
Inventories of supplies	1,847	12,864
Accounts payable	(702,068)	263,034
Deferred revenue	3,052	832
Accumulated sick leave	<u>38,510</u>	<u>32,172</u>
	<u>(597,609)</u>	<u>246,341</u>
Cash Provided by Operating Transactions	<u>(114,610)</u>	<u>783,225</u>
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	<u>(368,420)</u>	<u>(67,146)</u>
Cash Applied to Capital Transactions	<u>(368,420)</u>	<u>(67,146)</u>
FINANCING TRANSACTIONS		
Loan principal repayments	<u>—</u>	<u>(239,518)</u>
Cash Applied to Financing Transactions	<u>—</u>	<u>(239,518)</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	<u>(483,030)</u>	<u>476,561</u>
OPENING CASH AND CASH EQUIVALENTS	<u>3,094,904</u>	<u>2,618,343</u>
CLOSING CASH AND CASH EQUIVALENTS	<u>\$ 2,611,874</u>	<u>\$ 3,094,904</u>
CASH AND CASH EQUIVALENTS CONSIST OF:		
Cash on hand	\$ 1,000	\$ 1,000
Bank accounts	<u>2,610,874</u>	<u>3,093,904</u>
	<u>\$ 2,611,874</u>	<u>\$ 3,094,904</u>
CASH FLOW SUPPLEMENTARY INFORMATION		
Interest income received	\$ 42,811	\$ 25,751
Long-term interest paid	<u>—</u>	<u>4,220</u>
Net interest received	<u>\$ 42,811</u>	<u>\$ 21,531</u>

The accompanying notes and schedules are an integral part of these financial statements

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

The Board of Management for the District of Parry Sound East was initially established under the Homes for the Aged and Rest Homes Act. With the coming into force of the Long-Term Care Homes Act, 2007 on July 1, 2010, the Board of Management is deemed to have been established under Part VIII of this new Act. Its principal activity is to provide long-term care services.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of Eastholme, District of Parry Sound (East), Home for the Aged (the Home) are the representation of management prepared in accordance with generally accepted accounting principles for local governments as recommended in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the reporting entity are as follows:

(a) Basis of Consolidation

Reporting Entity

These consolidated statements reflect the assets, liabilities, revenues, expenses and reserves of the reporting entity. The reporting entity is comprised of all committees of the Board of Management including Eastholme, District of Parry Sound (East), Home for the Aged (hereinafter referred to as the Home) and the East Parry Sound Community Support Services Program (Note 6). Inter-organizational transactions and balances between these organizations are eliminated.

(b) Trust Funds

Trust funds and their related operations administered by the Home are not consolidated, but are reported separately on the resident's trust funds financial statements.

(c) Basis of Accounting

Sources of financing and expenditures are reported on the accrual basis of accounting.

The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(d) Government Transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

(note 1. continued.....)

(e) Non-Financial Assets

Non-financial assets are not intended to discharge existing liabilities but are held for use in the provision of the Home's services. They have useful lives extending beyond the current year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset (Notes 11 and 12). The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements - 25 years

Buildings - 40 years

Furniture and Equipment - 20 years

A full year's amortization is charged in the year of acquisition and in the year of disposal.

(ii) Inventories of Supplies

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(f) Reserves

The Board of Management has allocated accumulated surplus into reserves for working funds, future capital expenditures and sick leave (Note 9).

(g) Deferred Revenue

One time funding/revenue is deferred and recorded as revenue in a subsequent period when matched with the related expenditure.

The Home defers recognition of WSIB NEER payments and applies them against future NEER surcharges and expenditures related to modified back to work programs.

The East Parry Sound Community Support Services Program receives HST rebates in respect of the transportation program. Due to the uncertainty of receiving these rebates, any rebates received in the current year are recorded as deferred revenue and will be applied against future transportation expenditures in the Program.

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

(note 1. continued.....)

(h) Pension Agreement and Accumulated Sick Leave

Employees are participants in the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employee based upon the length of service and rates of pay. Each year an independent actuary determines the funding status of the OMERS plan by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. Because OMERS is a multi-employer plan, any plan surpluses or deficits are a joint responsibility of the Ontario municipal organizations and their employees. As a result, Eastholme does not recognize any share of the plan surplus or deficit.

Accumulated sick leave benefits are administered by the Home and accrued when they are vested and subject to pay out when an employee leaves the Home's employ.

(i) Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the period. Significant items subject to such estimates and assumptions include estimated useful lives of tangible capital assets and accrued liabilities. Actual results could differ from these estimates. The estimates are reviewed periodically and any resulting adjustments are reported in earnings in the year in which they become known.

(j) Cash and Cash Equivalents

Cash and cash equivalents includes cash on hand and balances with banks.

2. Province of Ontario Subsidy

The provincial operating subsidy for the Home for 2017 and 2018 has been estimated and is subject to a final reconciliation by the province. Any adjustments for 2017 and 2018 will be reflected in the Consolidated Statement of Operations in the year 2019. The Home has an accounts receivable from the Province in respect of operating subsidies in the amount of \$10,373 (2017 – accounts receivable of \$19,271).

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

3. Accumulated Sick Leave

The Consolidated Statement of Financial Position and the Consolidated Statement of Operations include accruals for accumulated sick leave for full-time employees. These obligations amount to \$395,538 (2017 - \$357,028). A total of \$426,132 has been set up in a reserve (Note 9).

4. Pension Plan

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2017. The results of this valuation disclosed total actuarial liabilities of \$93,614 million with respect to benefits accrued for service with actuarial assets at that date of \$88,211 million indicating an actuarial deficit of \$5,403 million. Because OMERS is a multi employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Home does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for the current year was \$595,654 (2017 \$509,729) for current service and is included as an expense on the Consolidated Statement of Operations.

5. Loan Capital Construction

In October 1998 Eastholme was awarded 30 new long-term care facility beds, to be built as an addition to Eastholme, by the Ministry of Health and Long-Term Care. The total cost of the project was \$3,409,703. Construction of the new building began in April of 2000 and was completed in March, 2001. The Ministry's capital subsidy for the project is for a 20 year period, ending in March 2021, at approximately \$120,888 annually.

In 2001, the Municipality of Powassan entered into a financing agreement with the Bank of Nova Scotia, on behalf of all the supporting municipalities, for the purpose of borrowing \$3,000,000 which was loaned to Eastholme to assist with the financing of the

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

(note 5. continued.....)

new addition. Eastholme was responsible for payments of principal and interest to the Municipality of Powassan on the amount borrowed. On October 15, 2017, the loan was repaid in full.

6. East Parry Sound Community Support Services Program

The Board of Management for the District of Parry Sound East is the appointed sponsor of this program. The program receives revenue from the North East Local Health Integration Network and client fees. Expenditures include payments in support of community programs for eligible persons for meals, foot care, transportation and volunteer recognition. The fiscal year end for this program is March 31st and the program's assets, liabilities, revenues and expenditures as at December 31st are included in these consolidated financial statements.

Commencing in November 2013 the program is administering a wheelchair accessible van which will be centered in Burk's Falls to primarily serve clients living in the southern half of the district of East Parry Sound. The van was purchased in February 2014 under a five year lease. The lease and other operating costs are fully funded by the North East Local Health Integration Network over a five year period ending in March 2019. The program has secured permanent base funding for the wheelchair accessible van. Accordingly, at the end of the lease a new van will be acquired.

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

7. Participating Municipalities

The participating municipalities are as follows:

MUNICIPALITY	APPORTIONMENT PERCENTAGE	2018 LEVY
Town of Kearney	8.841	\$107,418
Municipality of Magnetawan	16.843	204,642
Municipality of Powassan	7.772	94,430
Municipality of Callander	13.085	158,983
Village of Burk's Falls	1.822	22,137
Village of South River	1.740	21,141
Village of Sundridge	2.644	32,125
Township of Armour	8.690	105,583
Township of Joly	1.357	16,488
Township of Machar	6.217	75,537
Township of Nipissing	8.721	105,960
Township of Perry	11.033	134,051
Township of Ryerson	4.308	52,342
Township of Strong	6.927	84,163
Total	100.00	\$1,215,000

**EASTHOLME DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

8. Trust Funds

Trust funds administered by the Home amounting to \$33,851 (2017-\$29,627) are presented in a separate financial statement. As such balances are held in trust by the Home for the benefit of others and are not presented as part of the Home's financial position or financial activities.

9. Reserves

	Working Funds	Future Capital <u>Expenditures</u>	Sick Leave	Total Reserves
2018	<u>\$1,146,695</u>	<u>\$327,816</u>	<u>\$426,132</u>	<u>\$1,900,643</u>
2017	<u>\$ 993,191</u>	<u>\$327,816</u>	<u>\$405,000</u>	<u>\$1,726,007</u>

10. Segment Disclosures and Expenditures by Object

The Home provides services to 128 long-term care beds that are operated in accordance with the Long-Term Care Homes Act, 2007 and Regulation 79/10. Provincial funding is received for four funding envelopes and the Home's operating expenses are classified into each of these envelopes as follows:

- a) Nursing and Personal Care - relates to the provision of medical and nursing services for the personal care of the resident;
- b) Program and Support Services - relates to the provision of activation and therapy services, including social work, dietician, spiritual services and volunteer programs;
- c) Raw Food - relates to the cost of food for consumption by the residents (the costs related to preparing and serving the food are included in the Dietary department);
- d) Accommodation - relates to the costs of operating the departments of: Dietary, Housekeeping, Laundry, Maintenance, Administration, and Facility.

The column for Community Support Services reports the East Parry Sound Community Support Services Program's revenue and expenses for meals-on-wheels, congregate dining, foot care, falls prevention and transportation services.

11. Tangible Capital Assets

- (i) Note 1(e) provides information on the tangible capital assets of the Home by major asset class.
- (ii) Works of art are not included in the tangible capital assets reported on the Consolidated Statement of Financial Position. The Home owns a number of paintings and other pieces of artwork that are prominently displayed in the Home and on the grounds. The value of these items are negligible.
- (iii) The Home has a policy to expense borrowing costs related to the acquisition of tangible capital assets.

**EASTHOLME DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

12. Consolidated Schedule of Tangible Capital Assets

FOR THE YEAR ENDED DECEMBER 31, 2018

	Land and Land Improvements	Buildings	Furniture and Equipment	Totals
COST				
Balance, beginning of year	\$ 514,247	\$ 17,661,624	\$ 2,143,790	\$ 20,319,661
Additions and betterments	20,963	51,678	295,779	368,420
Disposals and writedowns	-	(149,239)	(80,560)	(229,799)
Balance, end of year	<u>535,210</u>	<u>17,564,063</u>	<u>2,359,009</u>	<u>20,458,282</u>
ACCUMULATED AMORTIZATION				
Balance, beginning of year	270,473	7,508,450	1,297,907	9,076,830
Annual amortization	21,516	452,619	124,417	598,552
Amortization disposals	-	(55,909)	(72,339)	(128,248)
Balance, end of year	<u>291,989</u>	<u>7,905,160</u>	<u>1,349,985</u>	<u>9,547,134</u>
TANGIBLE CAPITAL ASSETS - NET	<u>\$ 243,221</u>	<u>\$ 9,658,903</u>	<u>\$ 1,009,024</u>	<u>\$ 10,911,148</u>

FOR THE YEAR ENDED DECEMBER 31, 2017

	Land and Land Improvements	Buildings	Furniture and Equipment	Totals
COST				
Balance, beginning of year	\$ 507,035	\$ 17,653,067	\$ 2,107,139	\$ 20,267,241
Additions and betterments	7,212	16,557	43,377	67,146
Disposals and writedowns	-	(8,000)	(6,726)	(14,726)
Balance, end of year	<u>514,247</u>	<u>17,661,624</u>	<u>2,143,790</u>	<u>20,319,661</u>
ACCUMULATED AMORTIZATION				
Balance, beginning of year	250,948	7,057,179	1,188,229	8,496,356
Annual amortization	19,525	454,471	113,982	587,978
Amortization disposals	-	(3,200)	(4,304)	(7,504)
Balance, end of year	<u>270,473</u>	<u>7,508,450</u>	<u>1,297,907</u>	<u>9,076,830</u>
TANGIBLE CAPITAL ASSETS - NET	<u>\$ 243,774</u>	<u>\$ 10,153,174</u>	<u>\$ 845,883</u>	<u>\$ 11,242,831</u>

EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
SCHEDULE OF SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED DECEMBER 31, 2018

	Nursing and Personal Care	Program and Support Services	Raw Food	Accommodation	Community Support Services	Unallocated	Total 2018
REVENUE							
Province of Ontario Subsidies							
- Operating	\$ 4,653,733	\$ 603,153	\$ 433,085	\$ 85,082	\$ 368,155	—	\$ 6,143,208
- Capital	—	—	—	120,888	—	—	120,888
Municipalities	409,020	46,440	19,564	739,976	—	—	1,215,000
Residents' Basic Accommodation Fees	—	—	—	2,569,206	—	—	2,569,206
Residents' Preferred Accommodation Fees	—	—	—	518,702	—	—	518,702
Client Fees	—	—	—	—	601,384	—	601,384
Other	—	—	—	42,811	—	—	42,811
Total Revenue	5,062,753	649,593	452,649	4,076,665	969,539	—	11,211,199
EXPENSES							
Wages and Benefits	4,804,049	533,079	—	2,657,835	224,344	—	8,219,307
Other Operating Expenses	258,704	116,514	452,649	1,265,326	745,610	—	2,838,803
Increase in Sick Leave Liability	—	—	—	—	—	38,510	38,510
Amortization of Capital Assets	—	—	—	—	—	598,552	598,552
Less Assets Capitalized (net of disposals)	(18,760)	—	—	(248,109)	—	—	(266,869)
Total Expenses	5,043,993	649,593	452,649	3,675,052	969,954	637,062	11,428,303
EXCESS OF EXPENSES OVER REVENUE	18,760	—	—	401,613	(415)	(637,062)	(217,104)
ADJUSTMENTS TO WORKING FUNDS							
Amortization - non cash expense	—	—	—	—	—	598,552	598,552
Assets Capitalized (net of disposals)	(18,760)	—	—	(248,109)	—	—	(266,869)
Increase in Sick Leave -non cash expense	—	—	—	—	—	38,510	38,510
CHANGE IN WORKING FUNDS	\$ —	\$ —	\$ —	\$ 153,504	\$ (415)	\$ —	\$ 153,089

This schedule provides a breakdown by major segment of the excess of revenue over expenses reported on the Consolidated Statement of Operations.

EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
SCHEDULE OF SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT
FOR THE YEAR ENDED DECEMBER 31, 2017

	Nursing and Personal Care	Program and Support Services	Raw Food	Accommodation	Community Support Services	Unallocated	Total 2017
REVENUE							
Province of Ontario Subsidies							
- Operating	\$ 4,625,289	\$ 556,230	\$ 407,622	\$ 70,597	\$ 364,529	-	\$ 6,024,267
- Capital	-	-	-	120,888	-	-	120,888
Municipalities	531,054	38,671	16,200	600,075	-	-	1,186,000
Residents' Basic Accommodation Fees	-	-	-	2,539,620	-	-	2,539,620
Residents' Preferred Accommodation Fees	-	-	-	503,871	-	-	503,871
Client Fees	-	-	-	-	596,642	-	596,642
Other	-	-	-	25,751	-	-	25,751
Total Revenue	5,156,343	594,901	423,822	3,860,802	961,171	-	10,997,039
EXPENSES							
Wages and Benefits	4,894,603	485,076	-	2,401,162	230,650	-	8,011,491
Other Operating Expenses	261,740	109,825	423,822	993,028	691,003	-	2,479,418
Net Long-term Debt Charges (Interest)	-	-	-	4,220	-	-	4,220
Increase in Sick Leave Liability	-	-	-	-	-	32,172	32,172
Amortization of Capital Assets	-	-	-	-	-	587,978	587,978
Less Assets Capitalized (net of disposals)	-	-	-	(59,924)	-	-	(59,924)
Total Expenses	5,156,343	594,901	423,822	3,338,486	921,653	620,150	11,055,355
EXCESS OF EXPENSES OVER REVENUE	-	-	-	522,316	39,518	(620,150)	(58,316)
ADJUSTMENTS TO WORKING FUNDS							
Amortization - non cash expense	-	-	-	-	-	587,978	587,978
Assets Capitalized (net of disposals)	-	-	-	(59,924)	-	-	(59,924)
Increase in Sick Leave -non cash expense	-	-	-	-	-	32,172	32,172
Debt Repayment - cash outlay	-	-	-	(239,518)	-	-	(239,518)
CHANGE IN WORKING FUNDS	\$ -	\$ -	\$ -	\$ 222,874	\$ 39,518	\$ -	\$ 262,392

This schedule provides a breakdown by major segment of the excess of revenue over expenses reported on the Consolidated Statement of Operations.



PAHAPILL and ASSOCIATES Chartered Accountants

Professional Corporation

INDEPENDENT AUDITOR'S REPORT

Opinion

We have audited the accompanying financial statements of the residents' trust funds of Eastholme, District of Parry Sound (East) Home for the Aged, which comprise the statement of financial position as at December 31, 2018 and the statement of financial activities and change in fund balances for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Eastholme, District of Parry Sound (East) Home for the Aged as at December 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of Eastholme, District of Parry Sound (East) Home for the Aged in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to the events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we

are required to draw attention to the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.

Pahapill and Associates

Huntsville, Ontario
February 20, 2019

Pahapill and Associates Professional Corporation
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST), HOME FOR THE AGED
RESIDENTS' TRUST FUNDS - STATEMENT OF FINANCIAL
ACTIVITIES AND CHANGE IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
RECEIPTS		
Resident Deposits	\$ <u>3,425,166</u>	\$ <u>3,300,547</u>
DISBURSEMENTS		
Resident Withdrawals	\$ <u>3,420,942</u>	\$ <u>3,311,284</u>
INCREASE (DECREASE) IN FINANCIAL ASSETS	\$ 4,224	\$ (10,737)
OPENING FUND BALANCE	<u>29,627</u>	<u>40,364</u>
CLOSING FUND BALANCE	\$ <u>33,851</u>	\$ <u>29,627</u>

**STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2018**

	<u>2018</u>	<u>2017</u>
FINANCIAL ASSETS		
Cash	\$ <u>33,851</u>	\$ <u>29,627</u>
FUND BALANCE	\$ <u>33,851</u>	\$ <u>29,627</u>

The accompanying notes are an integral part of the financial statements

**EASTHOLME, DISTRICT OF PARRY SOUND (EAST) HOME FOR THE AGED
RESIDENTS' TRUST FUND NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

Residents' Trust Funds, Eastholme, District of Parry Sound (East), Home for the Aged is established under the Ontario Regulation 79/10, made under the Long-Term Care Homes Act, 2007, and its principal activity is to provide a service to the residents.

1. Significant Accounting Policies

The statements of the Residents' Trust Funds, for Eastholme, District of Parry Sound (East), Home for the Aged are the representation of management prepared in accordance with generally accepted accounting principles for local governments as outlined in the Public Sector Accounting Handbook of the Canadian Institute of Chartered Accountants. Since precise determination of many assets and liabilities is dependent upon future events, the preparation of periodic financial statements necessarily involves the use of estimates and approximations. These have been made using careful judgements.

(a) Basis of Accounting

Sources of revenue and expenditures are reported on the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Trust Funds Held in a Financial Institution

Provincial regulations for long-term care homes require trust funds to be deposited into a non-interest bearing account at a financial institution. Accordingly, the financial institution banking arrangements and service charges for maintenance of the trust account and electronic funds transfer charges for resident payments of accommodation fees are accounted for in the general operations of the Home.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2019 BUDGET
SCHEDULE OF CHANGES IN CAPITAL AND OPERATING FUNDS

	GENERAL OPERATING FUND	PROGRAM FACILITIES CAPITAL FUND	SOCIAL HOUSING CAPITAL FUND	TOTAL
Projected Balance, Dec 31, 2016	\$2,067,820	\$1,682,259	\$6,322,136	\$10,072,215
Contribution: 2017 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2017 Surplus	35,738	-	-	35,738
Contribution: Interest Earned	-	28,952	108,806	137,758
Capital Expenditures in 2017	-	(309,499)	(463,871)	(773,370)
One-time Funding	-	266,987	260,851	527,838
Non Profit Capital Expenditures in 2017	-	-	(59,965)	(59,965)
Projected Balance, Dec 31, 2017	\$2,103,558	\$2,068,699	\$6,867,957	\$11,040,214
Contribution: 2018 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2018 Surplus	-	-	-	-
Contribution: Interest Earned	-	20,000	100,000	120,000
Capital Expenditures in 2018	-	(1,336,141)	(196,325)	(1,532,466)
Non Profit Capital Expenditures in 2018	-	-	(69,810)	(69,810)
One-time Funding	-	914,770	120,450	1,035,220
Projected Balance, Dec 31, 2018	\$2,103,558	\$2,067,328	\$7,522,272	\$11,693,158
Contribution: 2019 Municipal Levy	-	400,000	700,000	1,100,000
Contribution: 2019 Surplus	-	-	-	-
Contribution: Interest Earned	-	20,000	100,000	120,000
Capital Expenditures in 2019	-	(519,000)	(1,192,000)	(1,711,000)
Non Profit Capital Expenditures in 2019	-	-	(300,000)	(300,000)
One-time Funding	-	-	-	-
Projected Balance, Dec 31, 2019	\$2,103,558	\$1,968,328	\$6,830,272	\$10,902,158
Daily operating cash flow requirements	\$73,827			
# Days operating funds on hand	28			
Maximum allowable operating fund	\$6,718,224			



Library Board Minutes
January 28, 2019 at 6 pm

In attendance: Tina Martin, Gloria Brown, Chris Jull, Liz Moore, Debbie Piekarski, Doug Walli
Marie Rosset

Absent with regrets: Bob Elliott, Debbie Piper

1. a) Approval of agenda

Motion # 2019-01 Piekarski-Walli: That the agenda for the January 28, 2019 meeting be adopted as presented.

b) Disclosure of pecuniary interest

None.

c) Election for Chair

Motion # 2019-02 Piekarski-Walli: That we approve the nomination of Tina Martin as chair of the PDUPL and vote unanimously to vote her in.

d) Election of Vice-Chair

Motion # 2019-03 Walli-Moore: That Chris Jull remains as Vice-Chair of the Board of the PDUPL.

e) Approval of minutes for December 17, 2018 meeting.

Motion # 2019-04 Walli-Piekarski: That the Minutes for the December 17, 2018 meeting be adopted as presented.

2. Business Arising

a) 2019 Budget – Third Draft

Marie presented the third draft of the 2019 Budget. A 2% increase (less than the cost of living increase for 2018) was applied to Library Fees and a 2.5% increase to payroll figures. A final approval motion will be made at the February 2019 meeting.

b) Grants Update

- i. Did not receive the Enabling Accessibility Grant to replace the front door. Will submit new application at the next round.
- ii. Fed. YCW – grant application for summer student has been submitted.
- iii. Fed. Canada Summer Job 2019 – grant application for student has been submitted.
- iv. Prov. Summer Experience grant application still pending.
- v. Connectivity Grant: received grant to cover internet services fees for year -- \$2,040
- vi. DS4Y – Although approved, we were not able to find a qualified candidate within the given time.

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	8.3

3. **Correspondence**
 - a. **Resolution from Township of Nipissing.** That Liz Moore be appointed to the PDUPL Board as a representative of the Township of Nipissing.
4. **Committee Reports**
 - a) **Property Committee Report**
 - Nothing to report.
 - b) **Fundraising Committee Report**
 - Nothing to report.
 - c) **Policy Committee Report**

At the February Board meeting, the following policies will be reviewed:

 - i. GOV-05 Corporate Donations/Sponsorship
 - ii. RES-02 Confidentiality Agreement
 - iii. SERV-04 Unattended Children Policy

Followed by the following policies in March:

 - i. RES-04 Health and Safety Policy
 - ii. TECH-02 Technology Plan
 - d) **Friends of the Library Report**

The Friends of the Library have agreed to cede control of the Downstairs Used Book Store to the Library. The library is thankful for all of the time and effort they have donated to get the room ready after the renovations.
5. **Financial Report**

The financial reports for December 2018 were presented.

Motion # 2019-05 Moore-Walli: That the Financial Reports for December 2018 be adopted as presented.
6. **Library Report**

The Library report for December 2018 was presented.

Motion # 2019-06 Martin-Moore: That the Library Report for December 2018 be adopted as presented.
7. **New Business**
 - a) **Training Opportunities for New Board Members**
 - New members were encouraged to sign up onto the LEARN-HQ website (sponsored by SOLS, OLA, OLS-North and the Ontario Govt) and look up the information available for new Board members. The information is under Professional Resources, then Governance HUB.
 - *Cut to the Chase* was also handed out – it summarizes important information required to sit on the Library Board
 - Possibility of a training session in Sundridge if there is enough interest

b) Paperless Board Meetings

- The option was discussed and then rejected due to the cost and current lack of available funds.

c) Increase in Janitorial Service Fees

The janitorial fees will increase from 350/month to 400/month. This represents a 14.3% increase. The last increase was in 2013.

d) Technology Access in Public Libraries – Bridge Beta Phase Project

- Our library was invited and has agreed to participate in a project that accesses the digital inclusion and digital literacy of our library patrons. It will improve our ability to make informed, evidence-based decisions and understand how our digital services are being used.

e) Minutes to Council

Beginning in January a draft copy of the Board minutes will be forwarded to the three councils as soon as they are ready.

f) Upcoming Events

- Joy of Reading Celebration in Burk's Falls – March 23rd
The PDUPL is collaborating with the other Almaguin Highlands libraries to organize a day celebrating reading for local children. Six authors have agreed to participate; Science North and other entertainment will also be there.
- Cannabis Information Event scheduled for March or April. Waiting for Health Unit to finalize their presentation.
- Galentines Day Spa Night - February 7th
- Print Making with Sandra Reed – February 9th subsidized by Retired Teachers Grant
- Escape Room for the whole family – February 16th. The Harry Potter Escape Room in January had 97 participants over three days.

8. Adjournment

Motion # 2019-07 Jull: That the January 28, 2019 meeting be adjourned at 7:20 pm.

Next Meeting: Monday February 25, 2019 at 6pm

Chairperson:

TINA MARTIN

Tina Martin, Chair

Secretary:

Marie Rosset

Marie Rosset, CEO



**Library Board Minutes
February 25, 2019 at 6 pm**

In attendance: Tina Martin, Stephen Boyle, Gloria Brown, Bob Elliott, Chris Jull, Liz Moore, Debbie Piekarski, Debbie Piper, Doug Walli, Marie Rosset

1. a) Approval of agenda

Motion # 2019-08 Moore-Piekarski: That the agenda for the February 25, 2019 meeting be adopted as presented.

b) Disclosure of pecuniary interest
None.

d) Approval of minutes for January 28 meeting.

Motion # 2019-09 Piekarski-Moore: That the Minutes for the January 28, 2019 meeting be adopted as presented.

2. Business Arising

a) Welcome to Stephen Boyle – New Chisholm member.

Stephen is the member at large appointed by the Township of Chisholm. Stephen previously sat on the Board in 2009 for a one year term.

b) 2019 Budget – Final Draft

Before passing a motion to approve the 2019 Budget, Debbie Piekarski requested more information on the Wages and Salaries Budget entry given that even though the employees are receiving a 2.5% wage increase, the budgeted figure shows a 6% increase. Marie explained that in 2017 and 2018 the library operated with reduced hours while at Mapleridge Public School and offered to send Board member further documents to support the budgeted figures. Marie justified the 2.5% salary increase by explaining that the increase will bring the clerks wages up to \$18.00, which is only \$4 more than the minimum wage. Additionally, the clerks do not receive any benefits or pensions (some of them would qualify under OMERS) and there has not been any pay equity review of the library employees since at least 2009.

Motion # 2019-10 Elliott-Brown: That we approve the 2019 Budget as presented.

c) Training opportunities for new Board Members

Marie enquired if any Board Member would be interested in attending a training session for new Board Member offered by the Ontario Library Services for the North (OLSN) and whether they would prefer the library hosting the session or travelling elsewhere for it. Three to four members showed interest and said they would prefer it being held at the PDUPL.

DATE OF COUNCIL MTG.	March 5/19
SENDA	8-4

d) Contact Information request

Marie confirmed and recorded everyone's information. The document will then be sent to every Board Member.

e) 2018 Audit

The Audit for 2018 took place from January 29 to February 2. Dean Decaire will be presenting the Financial Statement draft at the next Board Meeting on March 25, 2019.

3. Correspondence

a) Email from Township of Nipissing. Informing the Library that Doug Walli, along with Liz Moore be appointed to the PDUPL Board as representatives of the Township of Nipissing.

b) Email from Township of Chisholm. That Stephen Boyle be appointed to the PDUPL Board as the second representative of the Township of Chisholm.

4. Committee Reports

a) Property Committee Report

There was an issue with the alarm system on the February 23rd weekend. There was a glitch with the system, which was taken care of by their representative on Monday morning.

b) Fundraising Committee Report

- The goal for 2019 will be to rebuild the Library's reserve to \$20,000. The final fundraised figures for 2018 will be released at next month's meeting, once the audited statements have been released.

c) Policy Committee Report

Board members and staff reviewed GOV-05 Corporate Donations/Sponsorship and RES-02 Confidentiality Agreement without identifying any modifications.

Staff members requested SERV-04 Unattended Children Policy be modified slightly to make it clearer what the staff's responsibilities toward children are at closing time.

Motion # 2019-11 Piekarski-Walli: That the SERV_04 – Unattended Children Policy be adopted as modified.

Next month the following policies will be reviewed:

- i. RES-04 Health and Safety Policy
- ii. TECH-02 Technology Plan

d) Friends of the Library Report

The minutes of the last meeting were presented where it states that the Friends of the Library have agreed to hand over the control of the Downstairs Used Book Store to the Library. The library is thankful for all of the time and effort they have donated to get the room ready after the renovations. Since then, Mike Raymond has been volunteering to maintain the Used Book Store.

5. Financial Report

The financial reports for January 2019 were presented.

Motion # 2019-12 Elliott-Brown: That the Financial Reports for January 2019 be adopted as presented.

6. Library Report

The Library report for January 2019 was presented.

Motion # 2019-13 Piper-Elliott: That the Library Report for January 2019 be adopted as presented.

7. New Business

a) Review of patron numbers by Union Members

- A summary was presented outlining the current numbers of patrons by Union Members. As of February 25, 2019, the percentages are as follows:
Municipality of Powassan: 66.9%
Township of Nipissing: 17.0%
Township of Chisholm: 16.2%

Nipissing and Chisholm have reviewed and updated their list of patrons and the Municipality of Powassan is still working on providing the Library with their updated list.

b) Upcoming Events

- The Library will host a Butter Tart Competition again this year on the Friday prior to the Maple Syrup Festival (MSF) and sell the tarts for a donation on the day of MSF.
- The library will sell Maple Taffy in front of the Bank of Nova Scotia during MSF.
- Jordan and Brea will host a couple of weeklong day camps during the March Break. Jordan's camp will have a dinosaur theme and run from 1 to 2:30pm, while Brea's will be for slightly older kids, include dinner preparation, crafts and games and run from 4 to 7pm. We received a small grant from the Health Unit to provide free healthy cooking instruction for the children.
- There was a request from one Board member for us to use our 3D Printer. Marie explained that as soon as we find a volunteer able to use it or find funding to hire someone able to work the printer, we will offer training sessions.

8. Adjournment

Motion # 2019-14 Piper: That the February 25, 2019 meeting be adjourned at 7:23 pm.

Next Meeting: Monday March 25, 2019 at 6pm

Chairperson: _____
Tina Martin, Chair

Secretary: _____
Marie Rosset, CEO

MEMO

TO: COUNCIL
FROM: DEPUTY CLERK L. MARSHALL
SUBJECT: OPEN AIR BURNING
DATE: FEBRUARY 27TH, 2019

Attached please find the final draft of the Open Air Burning by-law, as reviewed by Council and Staff at business meetings held January 15th, and February 26th. This copy will be made available for public review, and a public meeting has been scheduled for Thursday March 14th, from 5:30pm-6:30pm in the Elm Room at 250 Clark Street. The Protective Services Official, and Fire Chief will be in attendance to answer public questions, and individuals will be able to make written submissions with questions or concerns leading up to the meeting date.

DATE OF COUNCIL MEETING	March 5/19
AGENDA ITEM #	9-1

The Corporation of the Municipality of Powassan

By-Law No. 2019-____

Being a By-Law to Regulate the Setting of Fires, Fireworks and to Set Out Precautions to be
Taken with Open Air Fires, Barbecues and Gas Fired Outdoor Appliances

Whereas section 9 of the Municipal Act, 2001, SO 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under that Act or any other Act.

And whereas section 7.1(1) of the Fire Protection and Prevention Act, 1997, SO 1997, c. 4 provides that a council of a municipality may pass by-laws regulating fire prevention, including the prevention of the spreading of fires, and regulating the setting of open air fires, including establishing the times during which open air fires may be set;

And whereas the Municipality is situated within the East Fire Region as defined and prescribed by the Forest Fires Prevention Act, RSO 1990, c. F.24 and O Reg 207/96 made pursuant to the Forest Fires Prevention Act, and must therefore comply with this Act and Regulation;

And whereas section 10(2) of the Municipal Act, 2001, provides that a single-tier municipality may pass by-laws with respect to social and environmental well-being of the municipality, health, safety and well-being of persons, services and things that the municipality considers necessary or desirable for the public, and protection of persons and property;

And whereas section 391(1) of the Municipal Act, 2001, provides that a municipality may pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

And whereas the Municipality deems it necessary to regulate the setting of fires and to set out precautions to be taken with open air fires, barbecues and gas fired outdoor appliances;

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

1. That the attached "Schedule A" form part of this by-law and be adopted;
2. That By-Law No. 2001-47, 2001-28, 2013-40 and all amendments thereto are hereby repealed
3. That this by-law come into force upon adoption.

Considered READ a FIRST and SECOND Time the ____ day of _____, 2019.

To be READ a THIRD and FINAL TIME and considered PASSED this _____ the day of _____,
2019

Mayor CAO/Clerk-Treasurer

SCHEDULE "A"

Part 1 – Interpretation and Application

1.1 Short Title

This By-Law may be cited as the "Burning Control By-Law".

1.2 Severability

If any provision or part of a provision of this By-Law is declared by a court of competent jurisdiction to be illegal or inoperative in whole or in part, or inoperative in particular circumstances, such provision or part of the provision shall be deemed to be severable, and the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

1.3 Definitions

For the purposes of this By-Law:

"Agricultural Open Air Fire" means an open air fire conducted for the disposal of crop residue, vegetable matter or vegetation on farm lands that is a normal farm practice within the meaning of the Farming and Food Production Protection Act, 1998, SO 1998, c. 1.

"Authorized Campground" means a commercial campground or children's summer camp operation which has been inspected by the Chief Fire Official for compliance with the requirements for campgrounds pursuant to O Reg 207/96, made under the Forest Fires Prevention Act, RSO 1990, c F.24, and for which the Chief Fire Official has issued a permit under this By-Law.

"Barbecue" means an appliance or structure designed and intended solely for the cooking of food in the open air, including a Hibachi or any other similar commercially manufactured device designed and intended solely for the cooking of food in the open air, but does not include devices predominately designed for personal warmth, fire pits or campfires.

"Campfire" means a small contained open air fire ignited for cooking or warmth.

"Chief Fire Official" means the Chief of the Municipality of Powassan Fire Department or his/her designate.

"Municipality" means The Corporation of the Municipality of Powassan.

"Council" means the Council for The Corporation of the Municipality of Powassan.

"Enforcement Officer" means the Chief Fire Official or their designate, a Municipal Law Enforcement Officer, or any police officer.

"Extinguish" means to completely put out a fire.

"Farmer" means the owner or operator of an agricultural operation.

"Fire Management Area" means a designated area of land as indicated in section 2.1.

"Firework" means a device for producing a striking display by the combustion of explosive or flammable compositions

"Flying Lantern", also known as Sky Lantern, Kongming lantern or Chinese lantern, means a small hot air balloon made of paper, with an opening at the bottom where a small fire is suspended.

"Gas Fired Outdoor Appliance" means a portable or fixed appliance designed for use outdoors and which is fuelled by natural gas or propane including, but not limited to, a heater, barbecue, smoker, fireplace or fire pit.

"Municipal Fire Ban" means a ban on burning within the Municipality of Powassan imposed by the Chief Fire Official.

"Non-Recreational Open Air Fire" means any open air fire that is not recreational.

"Nuisance" when used in relation to a fire means circumstances in which a fire causes discomfort, irritation or danger to any person occupying in the area of the fire through sparking, smoke or unpleasant odour from the fire or, in the opinion of the Enforcement Officer is a nuisance.

"Open Air Burning Device" means a commercially manufactured device for the purpose of containing a recreational fire, which is made of a non-combustible material and has a spark screen or other spark-arresting device to prevent sparks from escaping, and which is installed in accordance with the manufacturer's recommendations. Examples of open air burning devices include a chiminea, an outdoor fireplace, and a fire pit, provided that the device in question meets the requirements above.

"Open Air Fire" means the burning of material outside of a building.

"Owner" means the registered owner of the land.

"Permit" means the permit issued by the Chief Fire Official granting approval to set an open air fire and establishing the conditions under which the permit is granted.

"Police Officer" means a sworn member of the Police Service having jurisdiction within the Municipality.

"Recreational Open Air Fire" means a small, controlled and contained fire that is utilizing an open air burning device for the purpose of cooking, warmth or personal enjoyment.

"Restricted Fire Zone Order" means a ban on burning ordered by the Ontario Minister of Natural Resources and Forestry, that restricts the use of open air fires in a specific area of the province. It is used when the fire hazard is extreme and/or when firefighting resources are stretched to capacity. For the purposes of this By-Law, any reference to a restricted fire zone order means a restricted fire zone order that includes the Municipality or a part of the Municipality within its geographic boundaries.

"Yard Waste" means natural debris collected from a property and includes branches, tree limbs and trunks and leaves.

Part 2 – Fire Management Areas

2.1 Fire Management Areas

For the purposes of this By-Law the Municipality shall be divided into two Fire Management Areas described as follows:

(a) "Settlement Area": Includes Butler Subdivision, those lands that make up the Powassan Urban Service Area, and "Trout Creek Area" as outlined in the current Municipality of Powassan Zoning By-Law and.

(b) "Rural Area": Includes those lands surrounding the Settlement Area within the geographical boundaries of the Municipality of Powassan other than Butler Subdivision.

Part 3 – General Conditions and Prohibitions

3.1 Prohibition

(1) No person shall set, maintain, or cause or permit to be set or maintained an open air fire within the Municipality, except as permitted under this By-Law.

(2) While this By-Law also creates specific prohibitions in order to address the most common circumstances relating to fires and fire safety, nothing in the specific prohibitions shall have the effect of limiting the general prohibition against open air fires set out in subsection (1)

(3) No person shall sell or discharge fireworks, or cause or permit fireworks to be discharged except as permitted under this by-law.

(4) No person shall set fire or permit the setting of fire to flying lanterns within the Municipality.

(5) No person shall sell or display for sale fireworks except for a period of one month preceding the Victoria Day long weekend and for a period of one month preceding July 1st.

(6) No person shall sell or distribute fireworks to a person less than 18 years of age.

3.2 Permit Required

(1) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire without a current valid permit. Without limiting the generality of the foregoing, this includes recreational open air fires being conducted in an open air burning device.

(2) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire in contravention of any condition on a permit.

(3) No person shall discharge fireworks, or cause or permit fireworks to be discharged without a current valid permit.

(4) No person shall discharge fireworks or cause or permit fireworks to be discharged other than Consumer Fireworks (class 7.2.1/F.1 as classified in the Authorization Guidelines for Consumer and Display Fireworks in accordance with Part 3 of Explosives Regulations, 2013, SOR/2013-211), outdoor, low-hazard recreational fireworks such as showers, fountains, golden rain, Roman candles, volcanoes, sparklers and caps for toy guns.

(5) The permit holder shall keep the permit at the site of the open air fire and, upon request of an enforcement officer, shall forthwith produce the permit for inspection.

3.3 Hours of Burning

(1) Where a non-recreational fire or the discharge of fireworks is permitted under this By-Law, it shall only be permitted between the hours of 6:00 p.m. and 1:00 a.m. No person shall set, maintain, or cause or permit to be set or maintained, an open air fire or discharge fireworks outside of these hours.

(2) Subsection (1) does not apply to agricultural open air fires.

3.4 Fire Bans

(1) Notwithstanding any other provisions of this By-Law, the Chief Fire Official may impose a municipal fire ban prohibiting all open air fires for the whole or any part of the Municipality, when weather or other conditions so warrant, for any period of time as the Chief Fire Official deems necessary.

(2) The provisions of this By-Law and any permit issued under it shall be superseded by:

- (a) a municipal fire ban; and
- (b) a restricted fire zone order.

(3) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire during a municipal fire ban or a restricted fire zone order.

(4) No person shall discharge fireworks, or cause or permit fireworks to be discharged during a municipal fire ban or a restricted fire zone order.

3.5 No Burning of Grass

No person shall burn grass in any area.

3.6 Environmental Conditions

(1) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire unless conditions will allow the fire to burn safely from start to extinguishment.

(2) No person shall discharge fireworks, or cause or permit fireworks to be discharged unless conditions will allow for safe discharge.

(3) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire when there is rain or fog.

(4) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire when a smog alert has been issued by the Ontario Ministry of the Environment and Climate Change for an area that includes the Municipality.

(5) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire that causes a nuisance or creates a hazardous situation.

3.7 Land Owned by Others

(1) Subject to subsection (2), no person shall set, maintain, or cause or permit to be set or maintained, an open air fire on land of which the person is not the registered owner, without first having obtained the written permission of the registered owner.

(2) No person shall set, maintain, or cause or permit to be set or maintained, an open air fire on a highway, park, walkway, public land or upon any vacant or other land owned by the Municipality, without first having obtained written permission from the Chief Fire Official.

(3) No person shall discharge fireworks, or cause or permit fireworks to be discharged on land of which the person is not the registered owner, without first having obtained the written permission of the registered owner.

(4) No person shall discharge fireworks, or cause or permit fireworks to be discharged on a highway, park, walkway, public land or upon any vacant or other land owned by the Municipality, without first having obtained written permission from the Chief Fire Official.

3.8 General Requirements for Open Air Fires or Discharging of Fireworks

(1) In addition to any other requirements of this By-Law, every person who sets, maintains, or causes or permits to be set or maintained an open air fire or discharges fireworks, or causes or permits fireworks to be discharged shall:

(a) while the fire is burning, have immediately available a suitable means of extinguishment that is capable of extinguishing the fire, such as a charged garden hose or fire extinguisher;

(b) take all other precautions as may be reasonably necessary to prevent the fire or fireworks from getting beyond control, causing damage, or becoming a danger to life or property, and to ensure that adjacent properties and individuals are not adversely affected by the products of combustion; and

(c) ensure that there is constant supervision and control over the fire or fireworks by a competent adult from start to extinguishment.

(2) Every person who sets, maintains, or causes or permits to be set or maintained an open air fire shall, in the event that the fire becomes out of control, report the fire immediately to the Powassan Fire Department.

(3) In a prosecution for an offence under subsection (2), the onus is on the person charged to prove that he or she reported the fire in accordance with the requirements of subsection (2).

3.9 Unfounded and Frivolous Complaints

No person shall make repeated complaints about a fire for which a current valid permit exists, when those complaints are unfounded or frivolous in nature.

3.10 Exemption

The Municipality of Powassan Fire Department is exempt from this By-Law with respect to an open air fire conducted for the purpose of educating, training, or any other purpose as approved by the Chief Fire Official.

Part 4 – Permits

4.1 Authority and Discretion to Issue Permits

(1) The Chief Fire Official may issue permits authorizing open air fires or fireworks at his or her sole discretion.

(2) In issuing any permit, the Chief Fire Official may impose any additional requirements or exempt any conditions under Parts 3, 5, 6 and 7 of this By-Law as the Chief Fire Official considers necessary in the interest of public safety, or advisable in the circumstances, or to minimize inconvenience to the general public, or to give effect to the objects of this By-Law.

(3) Notwithstanding any other provisions of this By-Law, the Chief Fire Official may issue a special fire permit to an applicant and approve any open air fire subject to the fire being adequately supervised, and to any special conditions the Chief Fire Official may direct. Failure to comply with any of the conditions of the special permit will render the permit invalid.

(4) The Chief Fire Official may refuse, revoke or suspend a permit at any time in his or her sole discretion.

4.2 Application for Permit

(1) Application forms for permits may be obtained from the Municipal Office.

(2) In order to obtain a permit, the applicant must submit the completed application for a permit to Municipal Office accompanied by the appropriate fees as set out in the Municipality's current User Fees By-Law.

(1) For properties located within the Settlement Area permits may only be issued for recreational open air fires.

(2) For properties located within the Rural Area, permits may be issued for recreational, non-recreational and agricultural open air fires or for discharging fireworks.

4.4 General Provisions Relating to Permits

(1) A permit may only be obtained by the owner of the property to which the permit applies.

(2) A permit is not transferable to another person or to a new location.

(3) A permit for recreational burning is valid on the date of issue and for the balance of the calendar year in which the permit is issued, unless otherwise specified on the permit.

(4) A permit for non-recreational or agricultural burning is valid on the day of issue for the time specified on the permit.

(5) A permit to discharge fireworks is valid for the days specified on the permit.

Part 5 – Recreational Open Air Fires

5.1 Additional Requirements for Recreational Open Air Fires

In addition to the requirements of Part 3 of this By-Law, every person setting or maintaining a recreational open air fire shall also comply with the provisions of this Part.

5.2 Open Air Burning Device Required

Every person setting or maintaining a recreational open air fire shall:

- (a) ensure that the fire is contained in an open air burning device with a dimension not greater than 61 centimetres by 61 centimetres or a volume not greater than 0.26 cubic metres;
- (b) use only commercially produced charcoal, briquettes or clean, dry seasoned wood and, without limiting the generality of the foregoing, shall not burn painted wood, pressure treated wood, creosote treated wood, or any type of yard waste;
- (c) if burning wood, burn only wood that has a dimension smaller than that of the open air burning device;
- (d) ensure that the fire is completely confined within the open air

burning device at all times; and

(e) ensure that the open air burning device is located:

- (i) in a safe area;
- (ii) at least 3 metres from any adjacent property line; and
- (iii) at least two metres from any combustible structure or object, including but not limited to trees, other tall vegetation, houses, garages, sheds, fences, and overhead wires.

5.3 Open Air Burning Devices on Decks, Balconies and Rooftops

(1) No person shall use, or cause or permit the use of, an open air burning device on a balcony or rooftop.

(2) No person shall use, or cause or permit the use of, an open air burning device on a deck that is situated above the first storey of the building.

(3) No person shall use, or cause or permit the use of, an open air burning device on a deck located at the level of the first storey of the building unless the requirements of subsection (4) are complied with.

(4) The use of an open air burning device is permitted on a first storey deck provided that all other provisions of this Part are complied with and, in addition, if the deck is constructed with wood, composite decking material, or any other combustible material, there is:

- (a) at least one course of brick or stone installed under the appliance;
- and
- (b) sheet metal installed under the brick or stone, extending at least two inches beyond the perimeter of the brick or stone.

5.4 Wind Velocity

No person shall set, maintain, or cause or permit to be set or maintained a recreational open air fire when there is a wind exceeding 15 kilometres per hour.

5.5 Owner's Duty

Every owner shall ensure that any recreational open air fire on his or her property complies with the provisions of this Part.

Part 6 – Non-Recreational Open Air Fires

6.1 Additional Requirements for Non-Recreational Open Air Fires

(1) In addition to the requirements of Part 3 of this By-Law, every person setting or maintaining a non-recreational open air fire shall also comply with the provisions of this Part.

(2) Every person setting or maintaining a non-recreational open air fire shall ensure that all of the following conditions are met:

- (a) the burn pile is less than two metres in diameter and less than two metres in height;
- (b) only clean, dry seasoned wood or yard waste materials are burned and, without limiting the generality of the foregoing, kitchen garbage, construction materials or debris or materials made of or containing rubber, plastic or tar shall not be burned at any time; and
- (c) the fire is located:
 - (i) in a safe area;
 - (ii) at least six metres from any adjacent building or structure;
 - (iii) at least six metres from any adjacent property line; and
 - (iv) at least six metres from any combustible object.

6.2 Wind Velocity

No person shall set, maintain, or cause or permit to be set or maintained a non-recreational open air fire when there is a wind exceeding 15 kilometres per hour.

6.3 Owner's Duty

Every owner shall ensure that any non-recreational open air fire on his or her property complies with the provisions of this Part.

Part 7 – Agricultural Open Air Fires

7.1 Additional Provisions for Agricultural Open Air Fires

(1) In addition to the requirements of Part 3 of this By-Law, every person setting or maintaining an agricultural open air fire shall also comply with the provisions of this Part.

(2) Every farmer or other person setting or maintaining an agricultural open air fire shall ensure that all of the following conditions are met:

- (a) the fire is conducted between sunset and sunrise only;
- (b) the fire is for the purpose of burning crop residue, vegetable matter or vegetation only, on farm lands, and is a normal farm practice with the meaning of the Farming and Food Production Protection Act, 1998; and
- (c) the fire is located:
 - (i) in a safe area;
 - (ii) at least 20 metres from any adjacent building or structure;
 - (iii) at least 20 metres from any adjacent property line; and
 - (iv) at least six metres from any combustible structure or object.

7.2 Wind Velocity

No person shall set, maintain, or cause or permit to be set or maintained an agricultural open air fire when there is a wind exceeding 15 kilometres per hour.

7.3 Owner's Duty

Every owner shall ensure that any agricultural open air fire on his or her property complies with the provisions of this Part.

Part 8 – Fireworks

8.1 Additional Requirements for the discharge of fireworks.

(1) In addition to the requirements of Part 3 of this By-Law, every person discharging fireworks or causing or permitting fireworks to be discharged shall also comply with the provisions of this part.

(2) Every person discharging fireworks or causing or permitting fireworks to be discharged shall ensure that all of the following conditions are met:

(a) the fireworks are discharged:

- (i) in a safe area;
- (ii) at least 20 metres from any adjacent building or structure;
- (iii) at least 20 metres from any adjacent property line; and
- (iv) at least 20 metres from any combustible structure or object.

8.2 Wind Velocity

No person shall discharge fireworks or cause or permit fireworks to be discharged when there is a wind exceeding 15 kilometres per hour.

8.3 Owner's Duty

Every owner shall ensure that any setting or discharge of fireworks on his or her property complies with the provisions of this Part.

Part 9 – Gas Fired Outdoor Appliances

9.1 Conditional Exemption

(1) The provisions of this By-Law do not apply to the use of a gas fired outdoor appliance provided that all of the provisions of this Part are complied with.

(2) No person shall use a gas fired outdoor appliance on a balcony or rooftop, or on a deck that is situated above the first storey of the building.

(3) In addition, a person who is using a gas fired outdoor appliance shall:

(a) ensure that the gas fired outdoor appliance has been approved for use by the Underwriters Laboratories of Canada (ULC) or the Canadian Standards Association (CSA);

(b) use only propane or natural gas as a fuel source;

(c) ensure that the gas fired outdoor appliance is located in a safe area so that it is securely situated and a safe distance away from any combustible materials; and

(d) ensure that the gas fired outdoor appliance is supervised by a competent adult at all times while ignited or while still warm from use.

Part 10 – Barbecues

10.1 Conditional Exemption

(1) Without limiting the generality of Part 9, the provisions of this By-Law do not apply to the use of a barbecue, whether gas fired or designed or intended to use charcoal, briquettes or other fuel, provided that all of the provisions of this Part are complied with.

(2) No person shall use a barbecue on a balcony or rooftop, or on a deck that is situated above the first storey of the building.

(3) In addition, a person who is using a barbecue shall:

(a) use only commercially produced charcoal, briquettes, natural gas or propane as a fuel source;

(b) ensure that the barbecue is located in a safe area so that it is securely situated and a safe distance away from any combustible materials; and

(c) ensure that the barbecue is supervised by a competent adult at all times while ignited or while still warm from use.

Part 11 – Enforcement

11.1 Authority to Enforce

(1) Any enforcement officer as defined in section 1.3 is authorized to enforce this By-Law pursuant to the provisions hereof, the Municipal Act, 2001, the Provincial Offences Act, RSO 1990, c. P.33, and the Fire Protection and Prevention Act, 1997.

(2) No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this By-Law.

11.2 Right of Entry

(1) An enforcement officer shall be permitted to enter upon any land at any reasonable time for the purpose of enforcing this By-Law.

(2) A person exercising a power of entry on behalf of the Municipality under this By-Law shall, on request, display or produce proper identification.

11.3 Order to Extinguish / Comply

(1) An enforcement officer may at his or her sole discretion, order a fire extinguished or brought into compliance with this By-Law and this order shall be final.

(2) Every person who is ordered by an enforcement officer to extinguish a fire/firework or otherwise bring a fire/firework into compliance with this By-Law shall comply immediately.

(3) In the event that an order of an enforcement officer under subsections (1) or (2) is not complied with, the enforcement officer may take action to have the fire/firework extinguished or otherwise brought into compliance with this By-Law.

(4) Every person who fails to comply with an order of an enforcement officer under this By-Law shall be liable for any costs incurred by the Municipality of Powassan Fire Department to extinguish the fire/firework or bring it into compliance. Where applicable, such costs shall be calculated in accordance with the Municipality's current User Fees By-Law.

11.4 Remedial Costs and Recovery

(1) The Municipality may recover the remedial action costs incurred under this Part by action, or by adding such costs to the tax roll and collecting them in the same manner as property taxes in accordance with section 446 of the Municipal Act, 2001.

(2) Prior to recovering remedial costs under subsection (1), the Municipality may invoice the owner requesting voluntary payment of those remedial costs.

Part 12 – Offences and Penalty

12.1 Offences

- (1) Every person who contravenes any provision of this By-Law is guilty of an offence.
- (2) Every director or officer of a corporation who knowingly concurs in the contravention by the corporation of any provision of this By-Law is guilty of an offence.
- (3) Every person who contravenes an Order issued by a court pursuant to this By-Law is guilty of an offence.

12.2 Penalty

- (1) Every person who is found guilty of an offence under this By-Law is liable to a fine up to \$100,000.
- (2) If any provision of this By-Law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by this By-Law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- (3) Any fine imposed under this Part shall be payable in addition to any fees, charges and costs payable under this By-Law.

M E M O

TO: COUNCIL
FROM: DEPUTY CLERK L.MARSHALL
SUBJECT: SAP RUN BY-LAW
DATE: MARCH 1, 2019

Including in this agenda package you will find the by-law permitting the closure of municipal roadways for the second annual Maple Hill Sap Run. The inaugural event saw over 200 participants take to the streets of Powassan, and resulted in a proceeds being redirected to local causes such as youth mental health initiatives at the North Bay Regional Health Centre, as well as a \$5000 contribution to youth recreation in the Municipality of Powassan. Staff have coordinated with the Sap Run executive committee to ensure adequate safety protocols are in place, and small improvements are made relative to public communication for the 2019 event. This event is run by a volunteer committee, with the cooperation of the Municipality of Powassan and local emergency services.

Items of note:

Notification regarding the road closures will be advertised in local radio community events, the two municipally-owned digital signs, social media and by hard copy notices delivered by Sap Run volunteers in the weeks leading up to the event. Last year, staff spoke to the two businesses open on race day on Main Street to communicate that the closure of Main is only on the "out" route and traffic returns on Edward Street, so as to minimize any negative impact on business customers. The race begins earlier than the businesses open on this date, and as such the duration of the Main Street closure is less than 30 minutes.

This year the race will have a 10 kilometre option in addition to last year's 5 kilometre, and the kids' race will again follow the main race. The 5 and 10 kilometre races will take place simultaneously, with a maximum race duration of 1.5 hours. It should be noted that those walking are only able to register for the shorter distance to minimize impact to local traffic.

The event begins and ends at 250 Clark, with parking control attendants in place, and overflow parking located at the carpool lot, to ensure participants are not utilizing St Joseph's Church lot at a time when a service would take place. No parking will be permitted in the fire access lanes.

All intersections will have multiple volunteers, barricades, and a method of communication between the other locations. Traffic will be permitted to pass intermittently, and these methods will be coordinated with the OPP presence. On rural roads, the closure will be limited to one lane.

Emergency vehicle access plans have been requested by staff, in coordination with EMS, OPP and Fire Services to ensure prompt access in the event of an incident.

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	q 2

MEMORANDUM

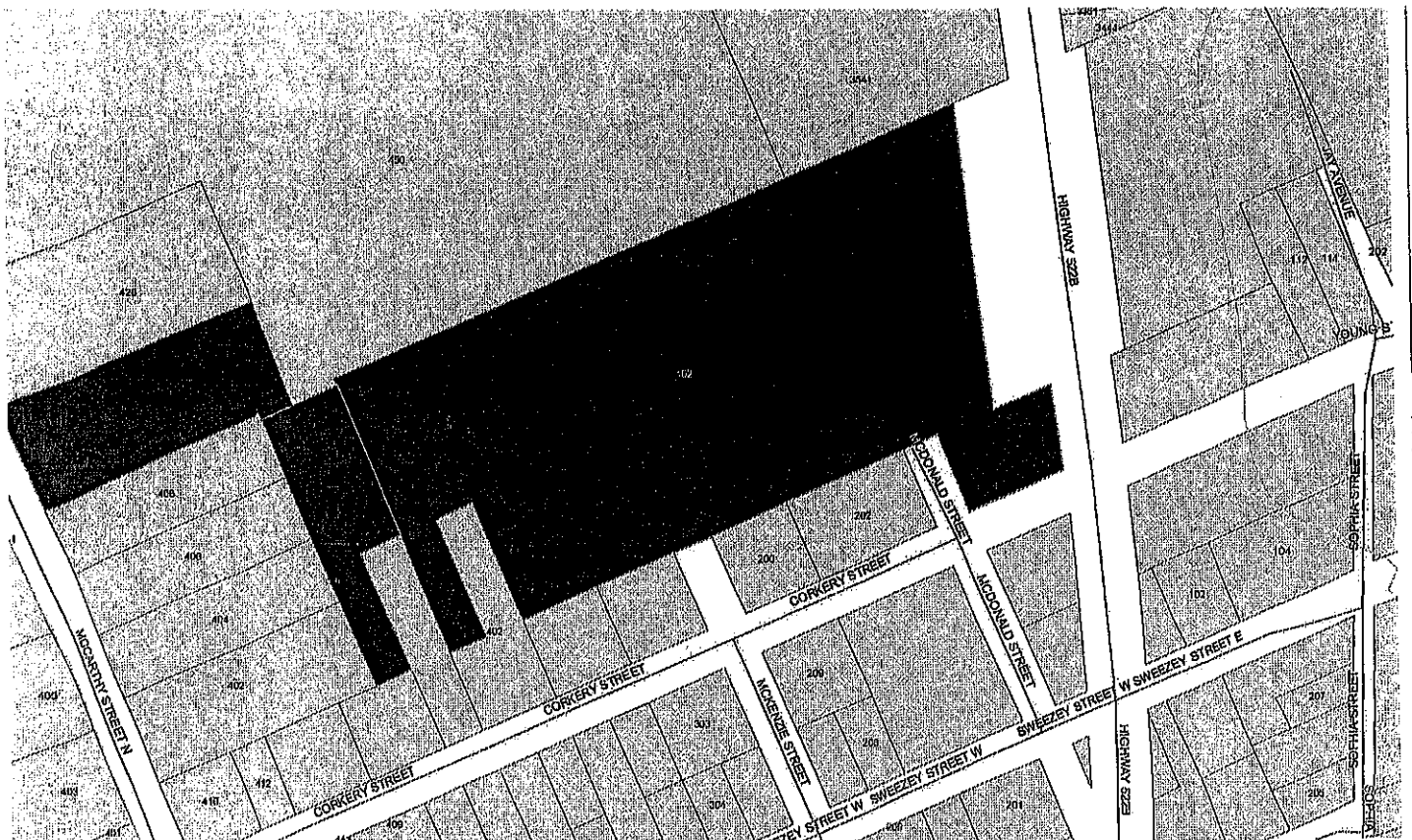
TO: MAYOR & COUNCIL
FROM: K.BESTER, DEPUTY CLERK
DATE: MARCH 1, 2019
RE: CONSENT APPLICATION – FORMER LADY ISABELLE - CORKERY ST., TROUT CREEK

The North Almaguin Planning Board has provided us with a copy of the attached Consent application and asked us to provide comments, prior to declaring complete.

It is our understanding that if the consent is approved, the property owner will then be applying to rezone each of the new parcels to accommodate their proposed uses. Site Plan agreements will also be put into place, etc., subsequent to the rezoning's passing.

In reviewing the consent, our main concern is with regard to the retained (new) lot given that it will have no frontage on a municipally assumed roadway. There is one unused road allowance – an extension of McKenzie Street (see map below) which Council might opt to transfer/sell to the developer to facilitate frontage for the retained lot. It might also be an option for Council to consider stopping up and selling McDonald Street given that there are no houses on it past Corkery Street and because the current Lady Isabelle building actually has a Corkery Street 911 number (which has caused EMS issues in the past). We have a bylaw in place to facilitate the Closure and Sale of Municipal Road Allowances (2017-05)

Please note that the developer also owns two small parcels to the west of the Lady Isabelle property (one with frontage on McCarthy and that other to the east of it which is landlocked but does abut the Lady Isabelle property). It probably isn't an option to use these properties for access to the new lot given that the narrow (50') access would potentially not be appropriate for emergency vehicles.



DATE OF COUNCIL MTE.	March 5/19
AGENDA ITEM #	9-3

The preferred path moving forward, further to discussions with our Planner, would be to deal with the frontage issue first via the transfer of either just the McKenzie Street Road allowance or it and the portion of McDonald Street which abuts the Lady Isabelle property. The consent application could then move forward once the transfers are completed. Otherwise the municipality would be supporting a consent application which creates a parcel with no frontage, which is not ideal. As well, given that public notice has to be given to neighbours on either side of the proposed road allowances/ roadways to be transferred, it might be best to ensure that this process is initiated first, prior to both the consent and then the subsequent rezoning applications moving forward.

We also note that it might be in the developer's best interests to consolidate the McCarthy Street property, the adjacent land locked property and the retained (proposed new build) property, so that additional land is available for use possibly for private water and sewer services, recreational areas, parking, etc.

Please provide Council's direction on this matter and I will advise the Planning Board.

Thank you.

K



B9/POWASSAN/2019

NORTH ALMAGUIN PLANNING BOARD

250 Clark Street, Suite 126
P.O. Box 57, Powassan, Ontario POH 1Z0
705-724-6758
Email: northalmaguinplanningboard2018@gmail.com
Website: <https://napb.ca>

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

PLEASE PRINT OR TYPE AND COMPLETE () APPROPRIATE BOXES.

1. APPLICANT INFORMATION

1.1 Applicant(s):

Name(s) of Property Owner(s): FAIM INTERNATIONAL INC.

Phone #s: Home: _____ Mobile: _____ Business: 905-264-1555 Fax: 905-264-2801

Address: 71 SLETON ROAD, SUITE 10, VAUGHAN, ON, L4L 7Z8

Postal Code: L4L 7Z8 Email Address: roberta@wilsondale.ca

1.2 Agent for the Applicant

MIKE ANDRZEJCZAK@ROGON.COM

The property owner(s) may appoint a person or a professional firm to act on their behalf for processing this application and attending the meeting at which it will be considered, or a person who is to be contacted about the application for communication. This may be a person or firm acting on behalf of the property owner(s). The owner's authorization is required in section 11.1 if the applicant is an agent appointed by the owner.

Name of Contact Person/Agent: MR. RICK MILLER, OLG

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

Address: 1501 SEYMOUR STREET, NORTH BAY, ON

Postal Code: P1B 8A4 Email Address: rmiller@mvsurveying.com

2. LOCATION OF THE SUBJECT LAND

2.1 District of Parry Sound:

Tax Roll Number: _____

Municipality / Unincorporated Township: MUNICIPALITY OF POWASSAN

Municipal Address (Civic Address): P.O. BOX 10, 102 CORKERY ST., TROUT CREEK, ON

Concession: 3 Lot Number: 25 Registered Plan No: NA POH 210

Lot(s): NA Reference Plan No: 42R-7276 Part No(s): 1

Parcel Number: 14412 PIN: 52210-0078 (LT)

2.2 Are there any easements or restrictive covenants affecting the subject land? Y/N: Y If yes, describe the easement or covenant and its effect and attach a copy of the relevant document. SEE ATTACHED PIN SHEET



3. PURPOSE OF THE APPLICATION:

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

Transfer Creation of a new lot ☒ Addition to a Lot _____

An Easement _____ Other: A.Charge _____

A Lease _____ Correction of Title _____

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

NOT KNOWN

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

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION (Fully complete each subsection, if not completed, application will be returned).

4.1 Description / Size	SEVERED	RETAINED
Frontage (m)		
Depth (m)	20	40.117
Area (ha)	140.416	140.416
	1.193	3.2987
4.2 Existing Use of Property:	FORMER LADY ISABELLE NURSING HOME	VACANT
4.3 Building or Structures Existing (date of Construction)	ONE (1) STOREY CONCRETE BUILDING	VACANT
4.4 Proposed Use of the Severed and Retained Parcels	RESIDENTIAL	NEW NURSING HOME
4.4 Road Access: Provincial highway		
Municipal road, maintained all Year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Municipal Road, seasonally maintained		
Other Public Road (e.g. Local Roads Board)		
Right of Way / Easement		
4.5 Water Access: If so, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road. <u>NA</u>		



4.5 Water Supply	SEVERED	RETAINED
Publicly owned and operated piped water system		
Privately owned and operated individual well	✓	✓
Privately owned and operated communal well		
Lake or other water body		
Other means		

4.6 Sewage Disposal	SEVERED	RETAINED
Publicly owned and operated sanitary sewage system		
Privately owned and operated individual septic tank	✓	✓
Privately owned and operated communal septic tank		
Privy		
Other Means		

4.7 Other Service (check mark if service is available)	SEVERED	RETAINED
Electricity	✓	✓
School Bussing	✓	✓
Garbage Collection	✓	✓

4.8 If access to the subject land is by private road or other public road or right of way was indicated in Section 4.4, advise who owns the land or road, and is responsible for its maintenance and whether it is maintained seasonally or all year:

NA



5. LAND USE

5.1 What is the existing Official Plan designation(s)? (Please contact the Municipal Clerk for this information.)

DOWNTOWN / RESIDENTIAL (SEVERED) RESIDENTIAL (RETAINED)

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

INSTITUTIONAL

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

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

Use or Feature	On the Subject Land	Within 500 meters of subject land, unless otherwise specifies (indicate approximate distance)
An agricultural operation including livestock facility or stockyard	NO	NO
A landfill	NO	NO
A sewage treatment plant or waste stabilization plant	NO	NO
A provincially significant wetland	NO	NO
A provincially significant wetland within 120 meters of the subject land	NO	NO
Flood Plain	NO	NO
A rehabilitated mine site	NO	NO
A non-operating mine site within one kilometer of the subject land	NO	NO
An active mine site	NO	NO
An industrial or commercial use, and specify the use	NO	YES, TRONT CROCKFORD PRINCESS MOTEL, STORE
An active railway line	NO	NO
Utility corridors	NO	NO



6. HISTORY OF SUBJECT LAND

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

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

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

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed official plan or official plan amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

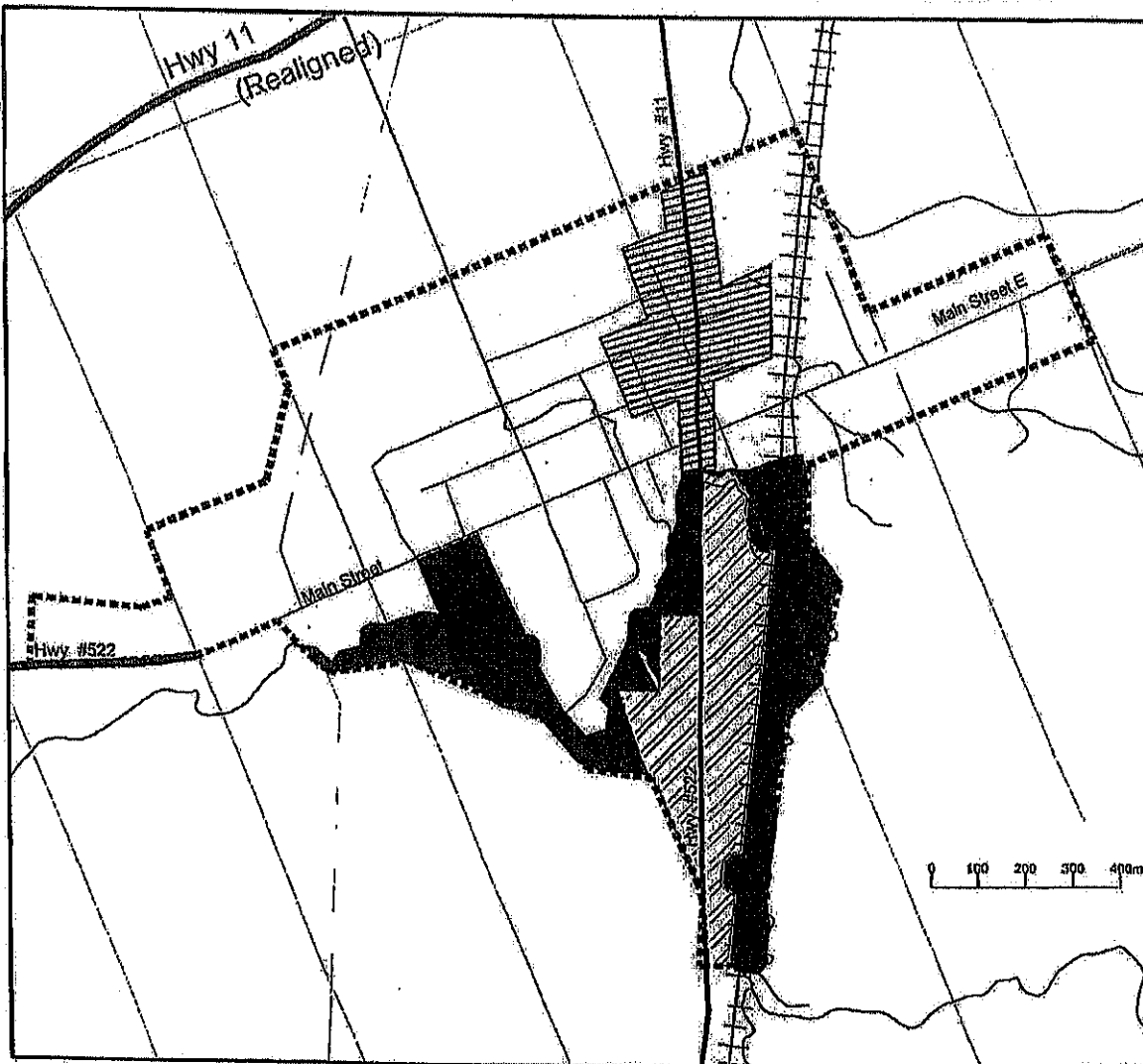
☒ NO ☐ YES ☐ UNKNOWN

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

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






☐ NO ☐ YES ☒ UNKNOWN

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







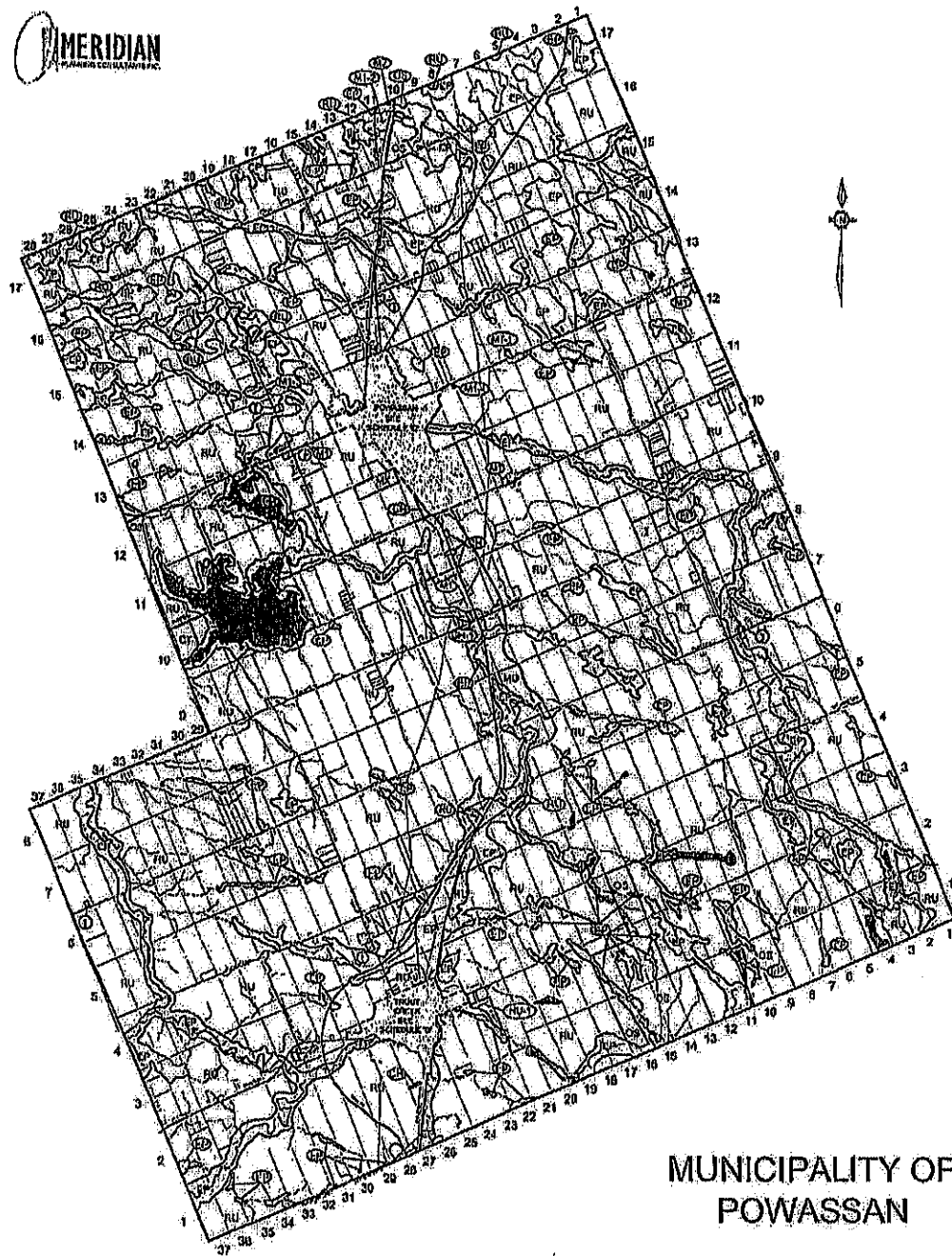
MUNICIPALITY OF POWASSAN **TROUT CREEK AREA** **SCHEDULE 'D'** **OFFICIAL PLAN**

LAND USE DESIGNATIONS

-  RESIDENTIAL
-  DOWNTOWN
-  BUSINESS PARK
-  OPEN SPACE
-  TROUT CREEK AREA

TRANSPORTATION AND UTILITIES

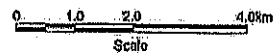
-  HIGHWAY
-  MUNICIPAL ROADS
-  PIPE LINE
-  RAIL LINE



Legend

RU	Rural	M1	General Industrial
RV1	Village Residential (Serviced)	MX	Extractive Industrial
RV2	Village Residential (Unserviced)	MD	Disposal Industrial
RM	Multiple Residential	I	Institutional
CH	Highway Commercial	OS	Open Space
CV1	Village Commercial (Serviced)	EP	Environmental Protection
CV2	Village Commercial (Unserviced)		
CT	Tourist Commercial		
BP	Business Park		
BP-H	Business Park Holding		

**MUNICIPALITY OF
POWASSAN
ZONING BY-LAW**



October 23, 2003

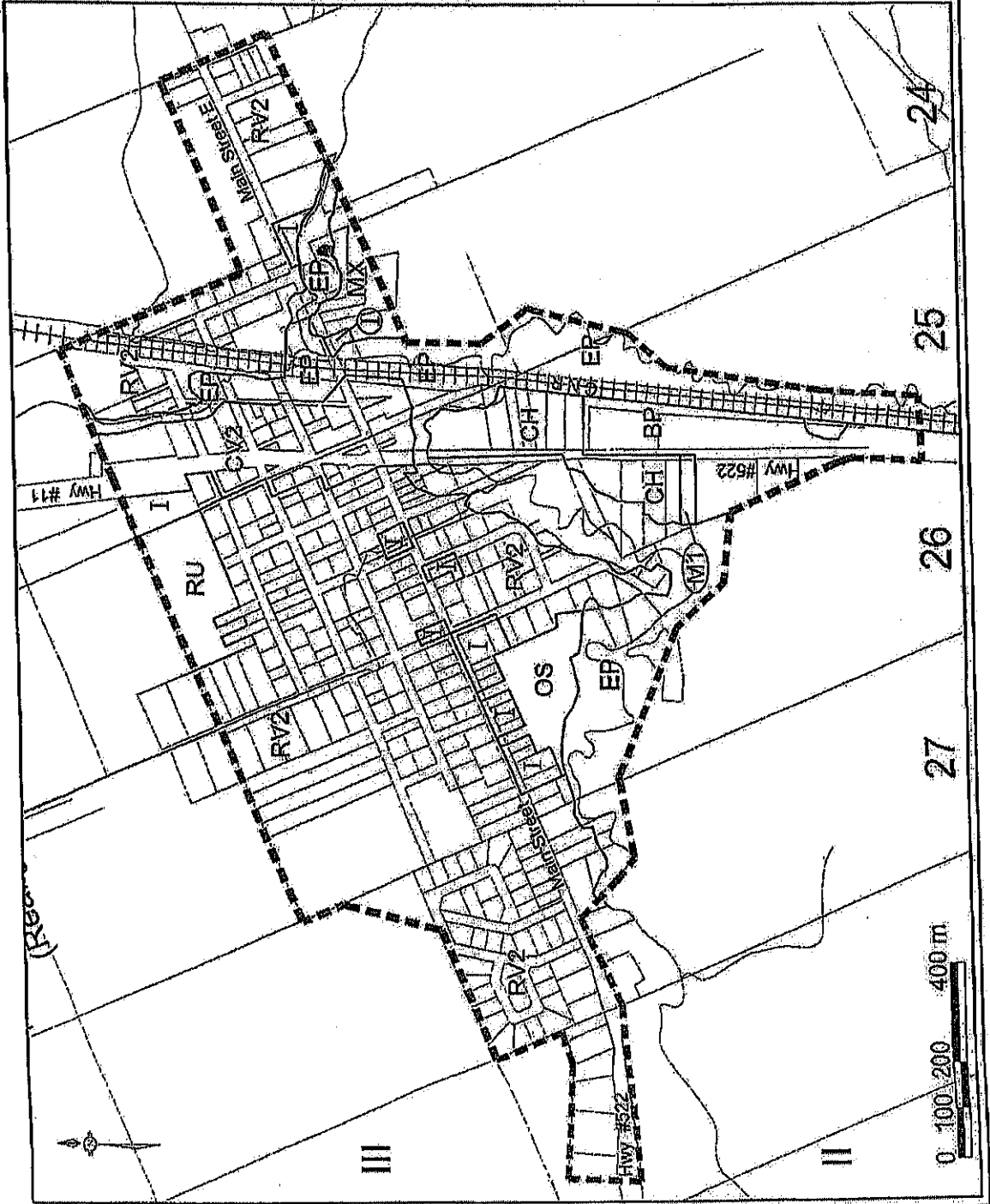
**MUNICIPALITY
OF
POWASSAN**
TROUT CREEK AREA

Schedule B
to By Law _____

Legend

RU Rural
RV2 Village Residential
CH Highway Commercial
CV2 Village Commercial
BP Business Park
M1 General Industrial
MX Extractive Industrial
I Institutional
OS Open Space
EP Environmental Protection

MERIDIAN
Sept. 24, 2003



PRINTED ON 17 DEC, 2018 AT 08:33:02
FOR RMILLERZ



PROPERTY INDEX MAP
PARRY SOUND (No. 42)

LEGEND

FREEHOLD PROPERTY	0449	08050
LEASEHOLD PROPERTY		
UNDEVELOPED PROPERTY		
CONDOMINIUM PROPERTY		
RESTRICTED PUR (MAP UPDATE PENDING)		
PROPERTY NUMBER		
BLOCK NUMBER		
GEOGRAPHIC BASIC		
SEASMENT		

THIS IS NOT A PLAN OF SURVEY

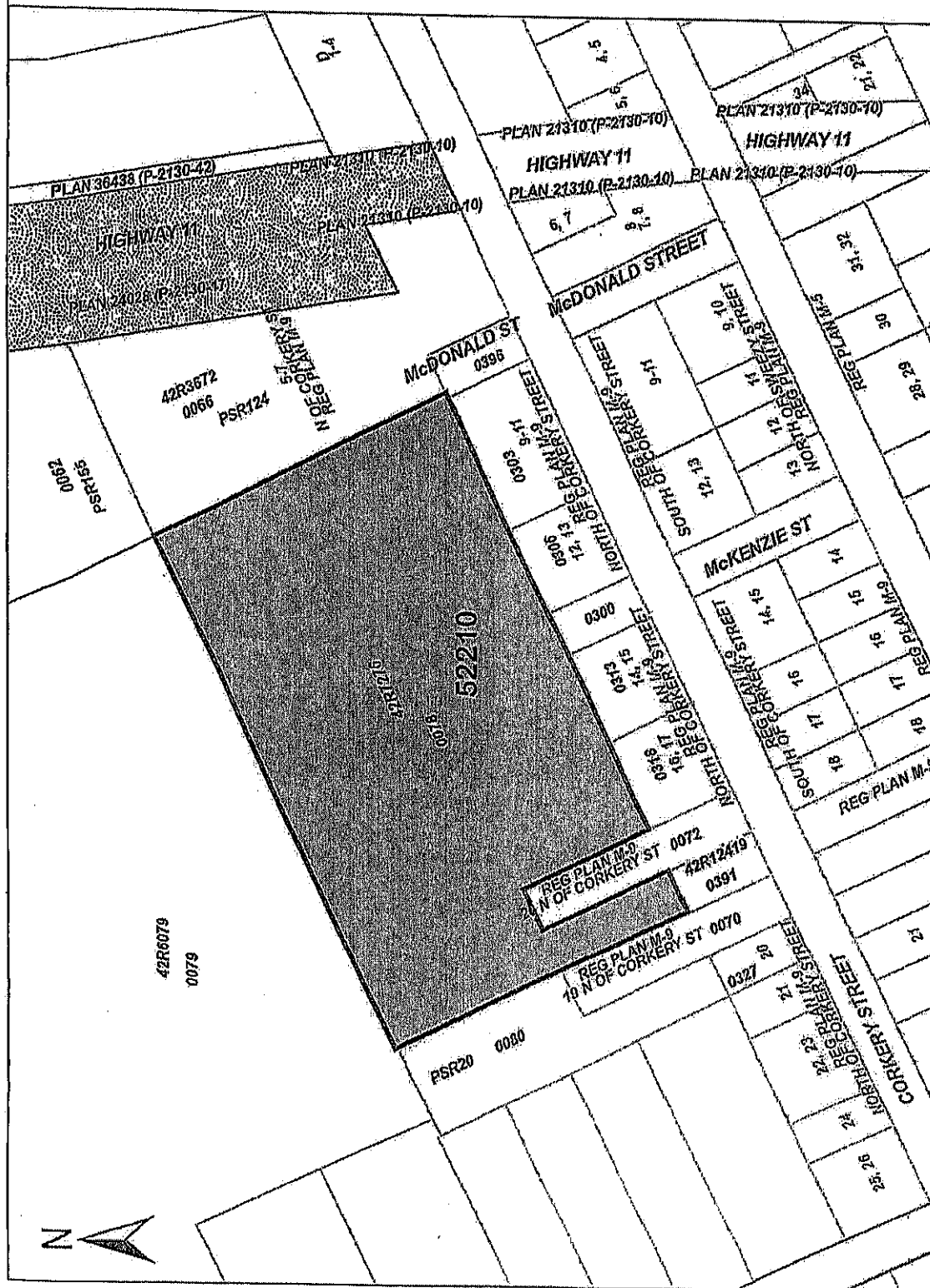
SALE

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAID OFFICE. THE LAID OFFICE HAS BEEN PREPARED FOR PLANTING PURPOSES ONLY. FOR DETERMINATIONS OF PROPERTY BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS. ONLY MAJOR FEATURES ARE SHOWN. REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED.



© Queen's Printer for Ontario, 2018

Re: B9/BWASSAN/2019



MEMORANDUM

TO: MAYOR AND COUNCIL
FROM: K. BESTER, DEPUTY CLERK
DATE: MARCH 1, 2019
RE: CONSENT APPLCIATIONS – HUGHES – OAKWOOD (B13 and B14/Powassan/2019)

Further to receipt of the attached and discussions with Planning Board Members, the Planning Board Secretary, Mr. Hughes and our Planner, there are no concerns with respect to the consent applications.

Mr. Hughes's consent applications will sever '2' lots off his property on Oakwood Drive. One lot being severed is 1 hectare in size , and has appropriate frontage on Oakwood Road. The other lot being severed contains the ARA licensed area of his pit, as identified with the MNR.. The retained lot will be 11.2 hectares in size and will have frontage on both Oakwood Road and McCharles Line.

K

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	9-4



NORTH ALMAGUIN PLANNING BOARD

250 Clark Street
P.O. Box 57, Powassan Ontario P0H 1Z0
705-724-6758
Email: northalmaguinpb@gmail.com
Website: https://napb.ca

B13/POWASSAN/2019

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

PLEASE PRINT OR TYPE AND COMPLETE () APPROPRIATE BOXES.

1. APPLICANT INFORMATION

1.1 Applicant(s):

Name(s) of Property Owner(s): 2170640 ONTARIO LIMITED

Phone #s: Home: _____ Mobile: 705-499-2649 Business: 705-724-5602 Fax: 705-724-6181

Address: 118 Hwy. 534, POWASSAN ON

Postal Code: P0H 1Z0 Email Address: evanhughes118@outlook.com

1.2 Agent for the Applicant:

The property owner(s) may appoint a person or a professional firm to act on their behalf for processing this application and attending the meeting at which it will be considered, or a person who is to be contacted about the application for communication. This may be a person or firm acting on behalf of the property owner(s). The owner's authorization is required in section 11.1 if the applicant is an agent appointed by the owner.

Name of Contact Person/Agent: RICK MILLER

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

Address: 1501 SEYMOUR ST., NORTH BAY ON

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

2. LOCATION OF THE SUBJECT LAND

2.1 District of Parry Sound:

Tax Roll Number: _____

Municipality / Unincorporated Township: POWASSAN

Municipal Address (Civic Address): OAKWOOD ROAD

Concession: 15 Lot Number: 15 Registered Plan No: _____

Lot(s): _____ Reference Plan No: _____ Part No(s): _____

Parcel Number: _____ PIN: PIN 52206-0241 (LT)

2.2 Are there any easements or restrictive covenants affecting the subject land? Y/N: N If yes, describe the easement or covenant and its effect and attach a copy of the relevant document. _____



3. PURPOSE OF THE APPLICATION:

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

Transfer Creation of a new lot ☒ Addition to a Lot ☐

An Easement ☐ Other: A Charge ☐

A Lease ☐ Correction of Title ☐

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

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

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION (Fully complete each subsection. If not completed, application will be returned).

4.1 Description / Size	SEVERED 1	RETAINED
Frontage (m)	633.4	71.0 OAKWOOD RD. 103.4 McCHARLES RD.
Depth (m)	427.1	IRREGULAR
Area (ha)	27.0	11.2
4.2 Existing Use of Property:	RURAL QUARRY	RURAL
4.3 Building or Structures Existing (date of Construction)	NIL	NIL
4.4 Proposed Use of the Severed and Retained Parcels	QUARRY	RURAL
4.4 Road Access: Provincial highway		
Municipal road, maintained all Year	OAKWOOD ROAD	OAKWOOD ROAD McCHARLES ROAD
Municipal Road, seasonally maintained		
Other Public Road (e.g. Local Roads Board)		
Right of Way / Easement		
4.5 Water Access: If so, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.		



4.5 Water Supply	SEVERED	RETAINED
Publicly owned and operated piped water system		
Privately owned and operated individual well	✓	✓
Privately owned and operated communal well		
Lake or other water body		
Other means		

4.6 Sewage Disposal	SEVERED	RETAINED
Publicly owned and operated sanitary sewage system		
Privately owned and operated individual septic tank	✓	✓
Privately owned and operated communal septic tank		
Privy		
Other Means		

4.7 Other Service (check mark if service is available)	SEVERED	RETAINED
Electricity	✓	✓
School Bussing	✓	✓
Garbage Collection	✓	✓

4.8 If access to the subject land is by private road or other public road or right of way was indicated in Section 4.4, advise who owns the land or road, and is responsible for its maintenance and whether it is maintained seasonally or all year:



5. LAND USE

5.1 What is the existing Official Plan designation(s)? (Please contact the Municipal Clerk for this information.)

RURAL

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

RURAL

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

N/A

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

Use or Feature	On the Subject Land	Within 500 meters of subject land, unless otherwise specified (indicate approximate distance)
An agricultural operation including livestock facility or stockyard	NO	NO
A landfill	NO	NO
A sewage treatment plant or waste stabilization plant	NO	NO
A provincially significant wetland	NO	NO
A provincially significant wetland within 120 meters of the subject land	NO	NO
Flood Plain	NO	NO
A rehabilitated mine site	NO	NO
A non-operating mine site within one kilometer of the subject land	NO	NO
An active mine site	NO	NO
An industrial or commercial use, and specify the use	GRAVEL PIT	NO
An active railway line	NO	NO
Utility corridors	NO	NO



6. HISTORY OF SUBJECT LAND

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

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

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

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed official plan or official plan amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

☒ NO ☐ YES ☐ UNKNOWN

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

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

☐ NO ☒ YES ☐ UNKNOWN

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

REZONING BYLAW 2018-32 (17 July 2018) (MX 2 ZONE)

Miller & Urso Surveying Inc.



ID - C:\CHERYL\2019\SKETCH\5982.dwg - Tue, 26 Feb 2019 - 7:30



NORTH ALMAGUIN PLANNING BOARD

250 Clark Street
P.O. Box 57, Powassan Ontario P0H 1Z0
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B14/PWASSAN/2019

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

PLEASE PRINT OR TYPE AND COMPLETE () APPROPRIATE BOXES.

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Name of Contact Person/Agent: Rick Miller

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

Address: 1301 SEYMOUR ST., NORTH BAY ON

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

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

Municipality / Unincorporated Township: POWASSAN

Municipal Address (Civic Address): DAKWOOD ROAD

Concession: 15 Lot Number: 15 Registered Plan No: _____

Lot(s): _____ Reference Plan No: _____ Part No(s): _____

Parcel Number: _____ PIN: PIN 52206-0241 (LT)

2.2 Are there any easements or restrictive covenants affecting the subject land? Y/N: N If yes, describe the easement or covenant and its effect and attach a copy of the relevant document. _____



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An Easement ☐ Other: A Charge ☐

A Lease ☐ Correction of Title ☐

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

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

4. DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION (Fully complete each subsection. If not completed, application will be returned).

4.1 Description / Size	SEVERED 2	RETAINED
Frontage (m)	71.0	71.0 OAKWOOD RD. 103.4 McCHARLES RD.
Depth (m)	140.9	IRREGULAR
Area (ha)	1.0	11.2
4.2 Existing Use of Property:	RURAL	RURAL
4.3 Building or Structures Existing (date of Construction)	NONE	NONE
4.4 Proposed Use of the Severed and Retained Parcels	RURAL	RURAL
4.4 Road Access: Provincial highway		
Municipal road, maintained all Year	OAKWOOD ROAD	OAKWOOD ROAD McCHARLES ROAD
Municipal Road, seasonally maintained		
Other Public Road (e.g. Local Roads Board)		
Right of Way / Easement		
4.5 Water Access: If so, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.		



4.5 Water Supply	SEVERED	RETAINED
Publicly owned and operated piped water system		
Privately owned and operated individual well	✓	✓
Privately owned and operated communal well		
Lake or other water body		
Other means		

4.6 Sewage Disposal	SEVERED	RETAINED
Publicly owned and operated sanitary sewage system		
Privately owned and operated individual septic tank	✓	✓
Privately owned and operated communal septic tank		
Privy		
Other Means		

4.7 Other Service (check mark if service is available)	SEVERED	RETAINED
Electricity	✓	✓
School Bussing	✓	✓
Garbage Collection	✓	✓

4.8 If access to the subject land is by private road or other public road or right of way was indicated in Section 4.4, advise who owns the land or road, and is responsible for its maintenance and whether it is maintained seasonally or all year:



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5.1 What is the existing Official Plan designation(s)? (Please contact the Municipal Clerk for this information.)

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

RURAL

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A landfill	NO	NO
A sewage treatment plant or waste stabilization plant	NO	NO
A provincially significant wetland	NO	NO
A provincially significant wetland within 120 meters of the subject land	NO	NO
Flood Plain	NO	NO
A rehabilitated mine site	NO	NO
A non-operating mine site within one kilometer of the subject land	NO	NO
An active mine site	NO	NO
An industrial or commercial use, and specify the use	NO	NO
An active railway line	NO	NO
Utility corridors	NO	NO



6. HISTORY OF SUBJECT LAND

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

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

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

7. CURRENT APPLICATION

7.1 Is the subject land currently the subject land of a proposed official plan or official plan amendment that has been submitted to the Ministry of Municipal Affairs and Housing for approval?

☒ NO ☐ YES ☐ UNKNOWN

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

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

☒ NO ☐ YES ☐ UNKNOWN

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

Miller & Urso Surveying Inc.

McCHARLES LINE ROAD ALLOWANCE BETWEEN CONCESSIONS 14 AND 15

THIS IS NOT A PLAN OF SURVEY AND SHALL
NOT BE USED EXCEPT FOR THE PURPOSE
INDICATED IN THE TITLE BLOCK.



THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2019-02

Being a By-Law to affix a scale of costs applicable to all documentation processed under Part XI of the Municipal Act, 2001, C.25.

WHEREAS pursuant to Section 385 of the Municipal Act, 2001, c. 25, By-Laws may be passed by the Council of a Municipality prescribing a scale of administration costs;

AND WHEREAS the Council deems it expedient to establish a scale of administrative costs to be charged for processing documentation;

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

1. That the Council of the Corporation of the Municipality of Powassan authorizes **REALTAX INC.** to perform the administrative requirements of Part XI of the Municipal Act, 2001, c.25.
2. That the CAO/Clerk-Treasurer be duly authorized to charge the amount prescribed by this By-Law representing the administrative cost;
3. That the administrative cost applicable to the categories described herein shall be as outlined in schedule "A" attached.
4. That By-law 2012-13 be rescinded upon adoption of this by-law.

READ a FIRST and SECOND time on February 19, 2019
Considered **READ a THIRD and FINAL** time and adopted on March 5, 2019

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	10-1

Schedule "A" By-Law No. 2019-02

Whereas section 385 of the Municipal Act, 2001 provides that a municipality may fix a scale of costs to be charged as reasonable costs of proceeding under Part XI of said act, the scale of costs per property shall be the attached:

FEE SCHEDULE 2019

(HST must be added on the fees shown below)

ENGAGE PROFESSIONAL SERVICES

\$400

Plus Notices under the *Farm Debt Mediation Act*

Engage professional services, advice and communications. Set up file and mirror file. Enter data. Initialize system for tracking documents and statutory deadlines.

TAX REGISTRATION - PART 1

\$385

Plus Print Parcel Register, conduct execution searches

Obtain and analyze title search and execution search; prepare report on searches, list of interested parties, tax arrears certificate and file folder.

TAX REGISTRATION - PART 2

\$185

Plus Update searches, conduct corporate search if necessary, print First Notices, mail if necessary

Register tax arrears certificate. Register cancellation certificate, tax deed, or notice of vesting when required. Update title search, prepare first notices, prepare treasurer's statutory declaration

TAX REGISTRATION - PART 3 FINAL NOTICES

\$185

Plus Update searches, print Final Notices, mail if necessary
 (Part 3 does not apply if a property is owned by a Corporation that has been cancelled)

Tax Sale

\$700

Plus Update title search, execution search and corporate search when necessary, Prepare and mail Form 5 if necessary

Treasurer's statutory declaration, advertisement, tender packages, tender opening checklist, notices to higher and lower tenderer, tender rejection form, payment into court requisition and statement of facts (if needed). Fee for tax sale does not include cost of advertisements, auctioneer's fees nor the cost of a survey, if needed.

Re-advertise Tax Sale (if applicable)

\$875

Plus Same as Tax Sale above, plus prepare and mail Form 10's, prepare Stat. Dec. re Form 10

Advertise on OntarioTaxSales.ca (Optional) This fee is fully recoverable, even if properties don't sell

\$675

Attend tender opening or auction (Optional)

Please contact us for fees

Payment Out Of Court (Optional and only for files registered prior to January 1st, 2018 due to legislative change)

\$975

FEES FOR SEARCHES AND NOTICES

Notices under the <i>Farm Debt Mediation Act</i>	per notice	\$50
First Notices, Final Notices, Form 5, Form 10	per notice	\$20
Print Parcel Register	per PIN	\$45
Execution searches	per name	\$20
Copies of executions	per writ	\$20
Corporate searches, if needed	per corporation	\$50
Send Tax Deed or Notice of Vesting to Ministry		\$50

*Additional fees may apply for complex title searches

**Notices to the U.S.A. and International are \$10 extra each

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2019-04

Being a By-Law adopt the Municipal Debt Management Policy

WHEREAS pursuant to Section 8 (1) of the Municipal Act, 2001, c. 25, as amended, (the Act) the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

WHEREAS Section 224 of the Act, outlines the role of council, which includes developing and evaluating policies and programs of the municipality and maintaining the financial integrity of the municipality; and

WHEREAS Section 408 of the Act, outlines that a municipality shall authorize long-term borrowing; and

WHEREAS the Ontario Regulation 403/02 has set forth a formula, which sets the debt and financial obligation limits for municipalities; and

WHEREAS the Debt Management Policy is considered a critical component of a municipality's long term financial plan and establishes the framework and requirements for incurring municipal debt;

NOW IT THEREFORE BE RESOLVED that the Council of the Municipality of Powassan enacts as follows:

1. That Council accept and agree to abide to the Municipal Debt Management Policy as attached as Schedule "A"
2. That this by-law shall come into force and take effect upon final reading thereof.

Read a first and second time on March 5, 2019

Considered read a third and final time and adopted on March 19, 2019

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	10-2

Municipality of Powassan

Debt Management Policy

Adopted by Council

Municipality of Powassan Debt Management Policy

1. Policy Statement

It is the Policy of the Municipality of Powassan:

- To minimize both debt servicing costs and significant annual budget impacts.
- That new debt be planned at a level which will optimize borrowing costs and not impair the financial position of the Municipality.

2. Purpose

The purpose of this debt management policy is to:

- Enhance the quality of decisions by promoting consistency;
- Establish the parameters regarding the purposes for which debt may be issued,
- The types and amounts of permissible debt, the timing of issuance and method of sale that may be used, and the procedures for managing outstanding debt;
- Integrate with other long-term planning, financial and management objectives of the Municipality; and
- Ensure long-term financial flexibility and to assist with ensuring that the municipality maintains a sound financial position.

3. Definitions

Annual Repayment Limit (ARL) – mean the annual debt and financial obligation limit for municipalities as described under Ontario Regulation 403/02. The Regulation provides a formula which limits annual debt service costs to an amount equal to 25% of operating revenue.

Capital Expenditures- expenditures incurred to acquire, develop, renovate, or replace capital assets as defined by the Public Sector Accounting Board, section 3150.

Debenture- A formal written obligation to repay specific sums on certain dates. In case of a municipality, debentures are typically unsecured.

Debt- Any obligation for the payment of money. For Ontario municipalities, debt would normally consist of debentures as well as either notes or cash loans from financial institutions, but could also include loans from reserve funds.

Debt Outstanding- means the total debt burden of the Municipality (per FIR). It also includes all debt issued by the Municipality and consolidated entities less all debt assumed by others.

Debt Service Cost-means debt repayments, including interest and principal (as per FIR)

Flexibility- is the ability of the Municipality to issue new debt in response to emerging financing needs.

Infrastructure- large-scale public systems, services and facilities of the Municipality that are necessary for economic activity in the community, including water and wastewater systems, roads and buildings/facilities.

Own Service Revenues- means total revenue fund revenue per FIR Schedule.

4. Purposes for which Debt may be issued

The Municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for capital work. The types of capital expenditures include:

- **Growth Related/Non-Development Charge Funded Infrastructure**
Other assets or capital works considered to be growth related with repayment to match the life of the asset. This debt would be funded primarily from taxes, water and wastewater user rates and/or reserves.
- **Non-Growth Replacement Infrastructure**
-Replacement assets as well as regular and/or ongoing capital expenditures will be funded on a "pay as you go" basis through water and wastewater rates, tax levy, user fees and/or reserve funds. It is recognized that adequate reserves must be developed and maintained for all capital assets owned by the Municipality to ensure long-term financial flexibility and sustainability.
- **Non-Growth New Infrastructure**
-The Municipality may also incur debt for other new capital related to the delivery of services that is not considered to be 'growth' in nature.

5. Thresholds for Debt Issuance

The Municipality may borrow by debenture, mortgage or other acceptable debt instrument to finance the Municipal portion of growth-related infrastructure, and emerging capital needs to support corporate priorities and approved strategic plans under the following conditions:

- The individual project value exceeds \$100,000
- The estimated useful life of the asset is greater than 10 years
- The project has been approved by Council as part of the annual capital budget and has been clearly identified as being funded by debt
- It is an appropriate means to achieve a fair allocation of costs between current and future beneficiaries or users

The Municipality will not use long-term debt to finance current operations.

6. Limitations on Indebtedness

Debt limits will preserve borrowing capacity for future capital assets while maintaining maximum flexibility of current operating funds.

6.1 Statutory Limitations

The Annual Repayment Limit (ARL) is based on the Municipality's Financial Information Return (FIR). The Municipality is not allowed under Provincial regulation to issue debt which would result in the annual repayment limit being exceeded without OMB approval. Municipalities are limited in their long-term borrowing to 25% of certain annual revenues or receipts, less most ongoing annual long-term debt service costs.

6.2 Self-Imposed Limitations

Notwithstanding the limits prescribed in the regulations, prudent financial management calls for more stringent criteria to limit debt. These criteria will assist in preserving borrowing capacity for future capital assets while maintaining maximum flexibility for current operating funds.

i. Debt Outstanding to Own Source Revenues

This measure identifies the percentage of annual operating revenues that would be required to retire the Municipality's net debt. It is also the prime measure used by credit rating agencies when assessing the debt burden of the municipality. A target rate of less than 55% should be maintained.

ii. Debt Service Cost to Own Source Revenues

This ratio is a measure of the principal and interest payable annually as a proportion of revenue fund revenues. It should not exceed a target of 10%.

7. Types of Debt

7.1 Short-Term Debt (under 1 year)

The Municipality may use either of the following sources to fund short-term operational needs:

- Reserve and Reserve Fund loans
- Bank line of credit, loans
- Infrastructure Ontario (or successor organization) short-term advances pending issuances of long-term debentures

7.2 Long-Term Debt (greater than 1 year)

The Municipality may use any of the following sources to fund long-term needs:

- Debentures
- Reserve and Reserve Fund loans
- Lease financing agreements (capital financing leases)
- Long-term bank loans with any Canadian bank
- Construction Financing

7.3 Internal Borrowing from Municipal Reserves and Reserve Funds

When and analysis of the reserve or reserve fund has determined that excess funds are available and that the use of these funds will not adversely affect the intended purpose of the reserve or reserve fund, the Municipality's reserve funds may be used as a source of financing for short to long-term purposes. The reserve funds will be repaid with interest, equivalent to the Municipality's interest on reserve fund bank accounts.

Each such loan is to be authorized by a specific by-law passed by Council and set out the amount, interest, term of the loan, and the specific reserve or reserve fund from which the loan is made. Borrowing in this manner offers several advantages over traditional debenture financing including the following:

- Increased flexibility in setting loan terms
- Lower interest cost, and
- Avoidance of legal and fiscal agent fees.

7.4 Non-Tax Supported Debt

The Municipality has several areas which have been identified as being "non-tax supported", meaning that the activity receives revenues and incurs expenses on its own without support from the general tax levy. These non-tax supported activities will include, but are not limited to:

- Water System
- Wastewater System

Where a project includes tax-supported and non-tax supported activities (i.e. road reconstruction where water and sanitary sewers are also replaced), the financing will be shared between the general tax levy and the non-tax supported activity. The cost of the project will be split proportionately between the tax-supported and non-tax supported activities based on the estimated cost provided by the Engineer. Debt, and related interest, for the use of a non-tax supported activity will be repaid by the revenues of that activity.

8. Structural Features

8.1 Debt Denomination

The Municipality shall issue debt denominated in Canadian Dollars only.

8.2 Interest Rates

The Municipality shall issue debt with an interest rate that will be fixed over its term. However, when there is volatility in the financial market and/or there is an expectation of significantly lower interest rates occurring within a few months of their issue, variable rates debentures and long-term bank loans may be used. For variable interest rate debentures with a term exceeding one year, the interest rate will be fixed within six months of the issuance date.

8.3 Repayment Term

The repayment term will be dependent on the useful life of the asset being acquired by the Municipality, but should not exceed 10 years except for major capital construction of public facilities. In no case shall the amortization period exceed 30 years.

8.4 Debt Structure

Debt shall be structured for the shortest period consistent with a fair allocation of costs to current and future users.

Debt shall be structured to achieve the lowest possible net cost to the Municipality given market conditions, the type of debt being issued, and the nature and type of the repayment source.

8.5 Repayment Schedule

Unless otherwise justified and deemed necessary by the Treasurer, the repayment schedule should be structured on a level or declining payments basis. Early retirement of debt may be considered if it is financially beneficial to do so.

9. Council Authorization for Debenture Issue

9.1 Approval of Funding for Capital Projects

The approval to fund an eligible capital project by debenture will generally be sought through the annual capital budget process. The funding of emerging strategic priorities outside the traditional budget process shall be approved by specific by-law.

9.2 Debenture Issue

Each debenture issue shall be approved by specific by-law of Council including the term, rates of interest, debt servicing obligation, and general terms of issue.

10. Administration

10.1 The borrowing to finance capital projects will normally occur once the projects are essentially completed.

10.2 When feasible, debt issuances will be pooled to minimize issuance costs.

10.3 Requirement for external advice

The Municipality's staff will be expected to have sufficient knowledge to prudently evaluate standard financing transactions. However, should in their opinion the appropriate level of knowledge not exist for instances such as capital financing transactions that are unusually complicated or non-standard, or as otherwise directed, outside financial and/or legal advice will be obtained.

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2019-05

Being a By-law to provide for an interim Tax Levy for 2019

WHEREAS a local municipality, before the adoption of the estimated for the year under section 317 of the Municipal Act, 2001, S.O. 2001, c.25, may pass a by-law levying amounts on the assessment of property in the local municipality ratable for local municipal purposes; and

WHEREAS the amount levied on the property shall not exceed 50 percent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

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

1. That an interim tax rate be imposed and levied on the whole of the assessment for real property in the following classes according to the last revised assessment roll:

CLASS	RATE
Residential/Farm	0.00572986
Multi-residential	0.01041167
Commercial Occupied	0.01202257
Commercial Vacant Units	0.00841581
Commercial Vacant Land	0.00841581
Commercial New Construction	0.01202257
Industrial Occupied	0.01420049
Industrial Vacant Units	0.00923032
Large Industrial	0.01660226
Large Industrial Excess Land	0.01079147
Pipelines	0.00915806
Farmlands	0.00143246
Managed Forests	0.00143246
Landfills	.015514550

2. That the said interim levy shall become due and payable on the 30th day of April, 2019.
3. That a charge of one and one-quarter percent (1 ¼%) shall be imposed as a penalty for non-payment of taxes in accordance with section 345 (2) the Municipal Act, 2001, S.O. 2001, c.25, and shall be added to the amount of taxes due and unpaid, on the first day of default. Therefore after, in accordance with section 345(3) of the Municipal

Act, 2001, S.O. 2001, c. 25, interest charges of one and one-quarter percent (1 ¼%) each month of the amount of taxes due and unpaid, shall be imposed for non-payment of taxes not accruing before the first day of default.

4. That the Treasurer may mail or cause the same to be mailed to the resident or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
5. That the taxes be payable at the Municipality of Powassan, PO Box 250, 250 Clark Street, Powassan, Ontario, P0H 1Z0.
6. That this By-Law shall take effect upon its adoption.

READ a FIRST and SECOND time on March 5, 2019

READ a THIRD and FINAL time and considered passed as such in open Council on the 5th day of March, 2019.

Mayor

CAO/Clerk-Treasurer

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

By-Law Number 2019 – 06

Being a by-law to close up highways for the purpose of safety while the fundraiser Maple Hill
SAP Run takes place

WHEREAS Section 27(1) of the Municipal Act 2001, provides that a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway; and

AND WHEREAS Main Street, Clark Street, Edward Street and Chiswick Line, Purdon Line Maple Hill Road, and South Street are municipally maintained roads;
and Whereas the safety of pedestrians and vehicular traffic are of the utmost importance;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Municipality of Powassan hereby authorizes:

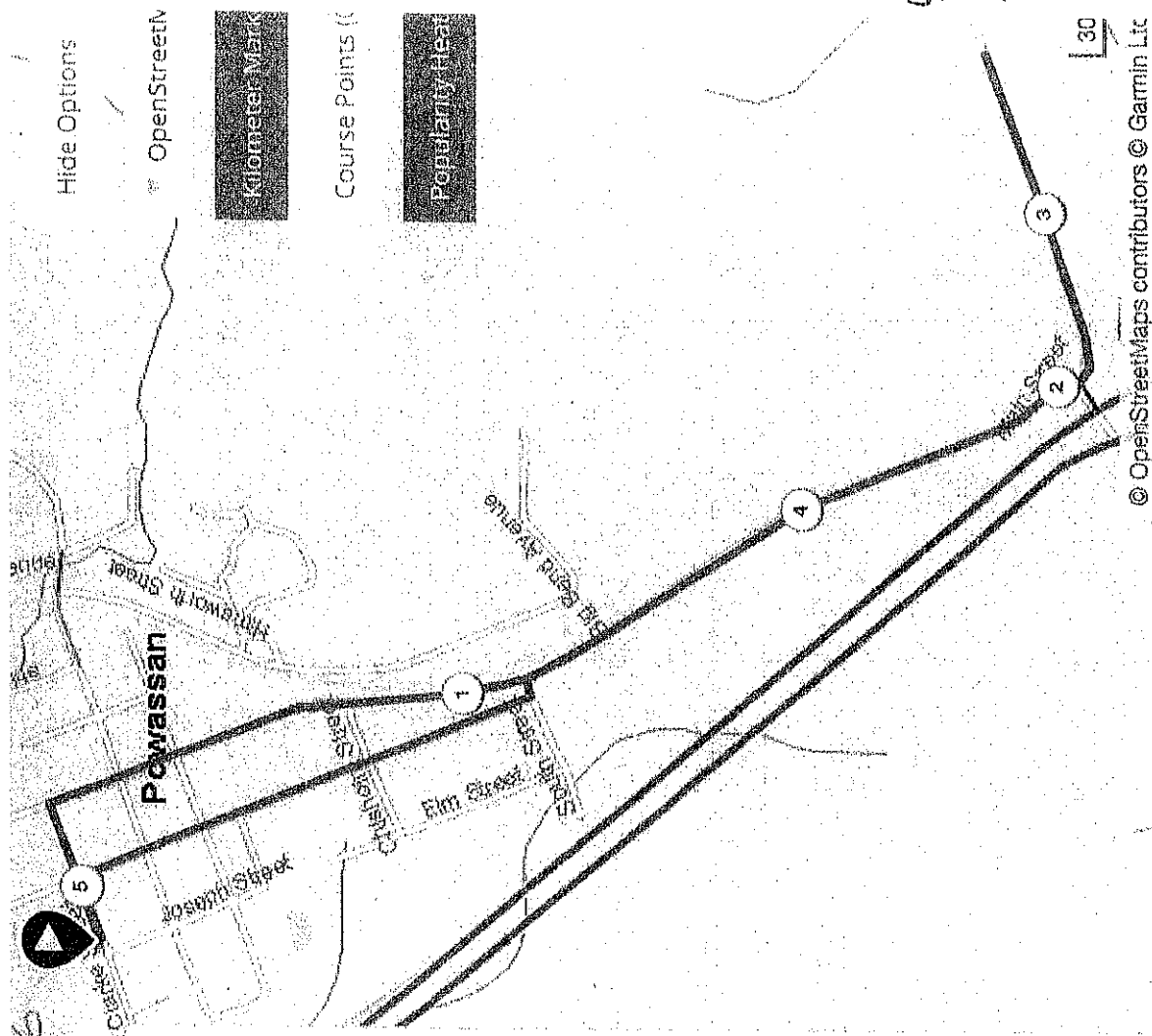
1. That no vehicular traffic be permitted on the following roadways for the durations listed below while a fundraising run/walk takes place
Clark Street from Joseph to Main Streets beginning at 8:30 am and ending no later than 10:30am;
Main Street beginning at 8:30am to South Street, re-opening as soon as the last runner passes.
Main Street from South Street, to and including Chiswick Line, Chiswick Line to Purdon Line, Purdon Line to Maple Hill Road, beginning no sooner than 8:30am, and re-opening as soon as the last runner passes,
Edward Street from and including South Street to Clark Street beginning no sooner than 8:45am ending no later than 10:30am
2. That these closure are no greater in duration than absolutely necessary to minimize impact to local traffic and businesses;
3. That local traffic be permitted to pass along Clark Street, Main Street, and through local intersections when it can be assessed that it poses no risk to safety, and is controlled by staff;
4. That Municipal barricades be provided to assist in the visibility of the closure; and public notice be posted to indicate which areas, will be closed; and
5. That OPP presence be requested to assist in the closures and re-opening of roadways
6. That Schedules 'A' and 'B' attached hereto and forming part of this by-law detail the aforementioned routes
7. That this by-law become effective upon adoption;

READ a **FIRST**, **SECOND**, and a **THIRD** and **FINAL** time and adopted this the 5th day of March, 2019 for the immediate wellbeing of the Municipality.

Mayor

CAO/ Clerk-Treasurer

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	10-4



Location

Maple Hill 5k Sap Run

5.00 km -- Avg Pace -- Goal Time

Running
Course Type

Elevation

22 m 21 m
Elevation Gain Elevation Loss

Expand

Always Public Learn More

Share Send to Device

Privacy Terms of Use Security

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Schedule A



Maple Hill 10k Sap Run

10.00 km
Distance

--
Avg Pace

--
Goal Time

Running
Course Type

Elevation

50 m
Elevation Gain

48 m
Elevation Loss

400
300
200
100

Expand

Always Public Learn More

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Schedule 'B'

Privacy Terms of Use Security

Share Send to Device

EAST NIPISSING-NORTH PARRY SOUND VETERINARY SERVICES COMMITTEE

C/O Pauline Carmichael
470 Galston Rd.
R.R. #2 Mattawa, Ont. POH 1V0
Phone # 705-776-2580
Fax # 705-776-7318
paulinecarmichael@gmail.com

Feb. 12, 2019,

Mayor and Councilors
Municipality of Powassan

Dear Mayor and Council members,

As the Secretary-Treasurer for the **East Nipissing-North Parry Sound Veterinary Services Committee**, I am collecting funds to pay for the contract fees for the large animal veterinary clinics that service our area.

Our veterinary services committee collects the funds from the Townships in the geographic region from North Bay east to Papineau/Cameron and south to Trout Creek. Our area is serviced by the Springer Animal Hospital (in Sturgeon Falls), Dr. Fritz Verzijlenberg and Dr. Norma DeRose from Sundridge. The vets from Sundridge serve the areas in the North Parry Sound region.

We then send the contract fee to the **Northern Producer Animal Health Network** that represents all the vet services committees throughout the North, from Kenora to Renfrew from Hearst to Muskoka and the Bruce Peninsula. **NPAHN** is the go between for the **Veterinary Service Committees** (producers), the **Designated Area Veterinarians Association (DAVA)** and the **MNDM**. **NPAHN** helps the vet committees with problems that may arise with vets and will assist with the cost of looking for new vets, when needed. **NPAHN** also help vet clinics to bring in summer externship vet students. There are up to 10 students per summer.

The "Veterinary Assistance Program" is administered through the Ministry of Northern Development and Mines. The total budget is \$830,000.00. There are 24 vet contracts across Northern Ontario. This budget covers conditional grants to offset the cost of driving to the clients, locum assistance for vacation coverage and continuing education costs incurred by participating vet practices. At present, the travel grant is \$1.20 per k.m. for the contracted vets to visit the livestock for up to 70k.m. one way (on a return basis). The vets may charge a client that is further that 70k.m. from their base an extra charge. In Southern Ont. where this program is not available the vets are charging \$3.00 per k.m. return to their clients. Once the vet arrives at the farm, the livestock owner pays the call fee and medicine charges. This program covers anyone who owns at least one large animal such as horses, cattle, sheep, pigs, goats, bison, (25) rabbits, deer, flock of poultry, or animals maintained in the production of fur, velvet or meat.

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	12-1

In the North, there are not enough large animals in any area to sustain a large animal vet that does not have to travel a great distance. With the public's concern on animal welfare and healthy food, the vets are the front line professionals that can teach bio security and the proper care and treatment of animals in order to guard against tragic out comes. This program is very important to keep vets in the North.

The East Nipissing North-Parry Sound Vet Services Committee needs a representative from each contributing township. The person can be a council member or a person from the community, preferably someone that would have an interest in the program.

Please inform me of your representative's name, address, phone #, e-mail, so I may contact them for our annual meeting.

Your municipality's contribution for 2019 is \$550.00 and will go towards the \$2000.00 vet contract fee that enables producers in your township to benefit from the Veterinary Assistance Program.

Please make the check payable to the East Nipissing- North Parry Sound Vet Committee and send it to Pauline Carmichael, 470 Galston Rd. Mattawa, Ont., POH 1V0. Thank you.

If you do not want to contribute to the program, please inform me in writing. Animal owners in your Township will not be covered and will be charged extra by the vets while attending their animals.

If you wish for more information, please do not hesitate to call me. I would be willing to come out to a council meeting to answer any questions.

Thank you for your support.

Pauline Carmichael
Secretary-Treasurer
East Nipissing-North Parry Sound Veterinary Services Committee
705-776-2580
Fax # 705-776-7318
pauline@carmichael@gmail.com



www.on.legion.ca

**The Royal Canadian Legion
Ontario Command**

"Military Service Recognition Book"

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command**, representing **Ontario's Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

The Royal Canadian Legion Ontario Command is very proud to be printing **15,000 copies** of our 6th annual **"Military Service Recognition Book"**, scheduled for release by September 2019. This unique remembrance publication recognizes and honours our Province's Veterans, and helps us fulfill the Legion's role as the "Keepers of Remembrance". Proceeds raised from this annual appeal are also used to support Veterans Transition Programs to help modern day Veterans that suffer from PTSD and other challenges.

The Legion is recognized as one of Canada's largest Veterans Support Organizations and we are an integral part of the communities we serve. This project helps ensure the Legion's continued success.

We would like to have your organization's support for this Remembrance project by sponsoring an advertisement space in our "Military Service Recognition Book."

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at 1-855-241-6967.

Thank you for your consideration and/or support.

Sincerely,

**Sharon McKeown
President**

DATE OF COUNCIL MTG.	March 5/19
AGENDA ITEM #	12-2



www.on.legion.ca

The Royal Canadian Legion Ontario Command

"Military Service Recognition Book"

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>HST</u>	<u>Total</u>
Full Colour Outside Back Cover (SOLD)	\$2,132.74	+ \$277.26	= \$2,410.00
Inside Front/Back Cover (SOLD)	\$1,853.98	+ \$241.02	= \$2,095.00
2 Page Spread (Full Colour)	\$2,964.60	+ \$385.40	= \$3,350.00
Full Page (Full Colour)	\$1,482.30	+ \$192.70	= \$1,675.00
Full Page 7" X 9.735"	\$1,110.62	+ \$144.38	= \$1,255.00
1/2 Page (Full Colour)	\$831.86	+ \$108.14	= \$940.00
1/2 Page 7" X 4.735"	\$646.02	+ \$83.98	= \$730.00
1/4 Page (Full Colour)	\$504.42	+ \$65.58	= \$570.00
1/4 Page 3.375" X 4.735"	\$415.93	+ \$54.07	= \$470.00
1/10 Page (Full Colour)	\$300.88	+ \$39.12	= \$340.00
1/10 Page (Business Card) 3.375" X 1.735"	\$256.64	+ \$33.36	= \$290.00

H.S.T. Registration # 10686 2824 RT0001

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Ontario Command.



PLEASE MAKE CHEQUE PAYABLE TO:
The Royal Canadian Legion
Ontario Command
(RCL ON)
(Campaign Office)
P O Box 8055, Station T CSC
Ottawa, ON K1G 3H6



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

2/22/2019 2:23pm

Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt.	Approved Amt.	Account Number	Account Description	Budgeted \$	YTD Balance
	8727		CURRAN ELECTRIC SERVICES, 5143 HWY 534, NIPISSING , ON, P0H 1W0							
	1567	02/12/19	GST	02/12/19	\$28.57	\$28.57	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$65,242.25)
	1567	02/12/19	sump pump & light, 3 way switch -basement 250 clark	02/12/19	\$617.00	\$617.00	10-10-61753	250 CLARK-BUILDING E	\$0.00	(\$14,568.16)
						\$645.57				
	8941		PRICE SIGNS & DECALS, 1210 MAIN ST WEST, NORTH BAY , ON, P1B 2W6							
	16731	11/27/18	GST	11/27/18	\$60.84	\$60.84	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$39,908.43)
	16731	11/27/18	christmas banners	11/27/18	\$1,314.14	\$1,314.14	10-10-61720	ADMIN-PUBLIC RELATI	\$0.00	(\$616.60)
						\$1,374.98				
	9917		NORTH BAY LIONS, 134 BLAIR ST, NORTH BAY, ON, P1A 4E8							
	246	02/22/19	sponsorship-North Bay Lions Club Convention brochure	02/22/19	\$125.00	\$125.00	10-10-61030	DONATIONS MADE	\$0.00	(\$244.22)
						\$125.00				
	10120		JIM MARTIN, 38 MILL ROAD, P. O. BOX 83, PORT LORING, ON, P0H 1Y0							
	feb 14	02/22/19	GST	02/22/19	\$749.40	\$749.40	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$65,242.25)
	feb 14/19	02/22/19	GST	02/22/19	\$35.54	\$35.54	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$65,242.25)
	feb 14	02/22/19	basement renovations @250 Clark-labour & materials	02/22/19	\$16,187.04	\$16,187.04	10-10-61753	250 CLARK-BUILDING E	\$0.00	(\$14,568.16)
	feb 14/19	02/22/19	sump pump well& plumbing extras	02/22/19	\$767.71	\$767.71	10-10-61753	250 CLARK-BUILDING E	\$0.00	(\$14,568.16)
						\$17,739.69				
	10171		FAYE KING, , , ,							
	01	12/31/18	New Years Eve-canteen in TCCC	02/22/19	\$724.00	\$724.00	10-55-67920	RECREATION -ACTIVITI	\$0.00	(\$3,041.90)
						\$724.00				
	10259		CODEY MUNSHAW, , , ,							
	february exp	02/22/19	GST	02/22/19	\$13.81	\$13.81	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$65,242.25)
	february exp	02/22/19	GST	02/22/19	\$7.17	\$7.17	10-10-24120	A/R-FEDERAL HST- 5%	\$0.00	(\$65,242.25)
	february exp	02/22/19	meal allowance-OGRA	02/22/19	\$200.00	\$200.00	10-20-63040	TRAINING & DEVELOP	\$0.00	\$0.00
	february exp	02/22/19	mileage-OGRA	02/22/19	\$298.19	\$298.19	10-20-63040	TRAINING & DEVELOP	\$0.00	\$0.00
	february exp	02/22/19	14 mileage trips re Main St. N.	02/22/19	\$154.93	\$154.93	10-20-63890	CAPITAL	\$0.00	\$0.00
						\$674.10				
						\$21,283.34				

Total Bills To Pay:

DATE OF COUNCIL MTG	March 5/19
AGENDA ITEM #	15

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

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
GENERAL GOVERNMENT									
8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	02/26/19	02/26/19	\$299.64	\$299.64	10-10-24600	A/R LIBRARY BOARD	\$0.00	(\$27,578.27)
8134383	02/26/19 A/R LIBRARY GREEN SHIELD 1940.20	02/26/19	02/26/19	\$1,626.13	\$1,626.13	10-10-61510	BENEFITS	\$0.00	(\$2,699.86)
	02/26/19 OFFICE GREEN SHIELD				\$1,925.77				
8848	MINISTER OF FINANCE - EHT, P.O. BOX 620 (EHT), OSHAWA, ON, L1H 8E9	02/11/19	02/11/19	\$1,297.63	\$1,297.63	10-10-33320	A/P EHT	\$0.00	(\$586.08)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/25/19	02/25/19	\$1,307.88	\$1,307.88	10-10-33320	A/P EHT	\$0.00	(\$586.08)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019				\$2,605.51				
8890	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY, ON, P1B 8J1	02/26/19	02/26/19	\$54.03	\$54.03	10-10-61640	OFFICE & EQUIPMENT	\$0.00	(\$1,348.90)
96612	02/26/19 MAT RENTALS				\$61.93				
8903	OMERS, P.O. BOX 19575 SUITE 1701, TORONTO, ON, M7Y 3M1	02/11/19	02/11/19	\$9,178.58	\$9,178.58	10-10-33310	A/P OMERS	\$0.00	(\$22,555.41)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/25/19	02/25/19	\$9,351.16	\$9,351.16	10-10-33310	A/P OMERS	\$0.00	(\$22,555.41)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019				\$18,529.74				
8912	OSHELL'S VALU-MART, P.O. BOX 322, POWASSAN, ON, P0H 1Z0	02/27/19	02/27/19	(\$12.27)	(\$12.27)	10-10-61754	250 CLARK-PROGRAM	\$0.00	(\$1,686.58)
PAID 2X	02/27/19 PAID SAME INVOICE 2 X				(\$12.27)				
9023	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2	02/26/19	02/26/19	\$0.00	\$0.00	10-10-61620	NATURAL GAS	\$0.00	\$0.00
6989579	02/26/19 466 MAIN ST NATURAL GAS-1305	02/26/19	02/26/19	\$518.10	\$518.10	10-10-61753	250 CLARK-BUILDING	\$0.00	(\$32,140.91)
6989579	02/26/19 GAS @ 250-1742				\$586.55				
9040	WORKPLACE SAFETY & INSURANCE BOARD, P.O. BOX 4115, STATION A, TORONTO, ON, M5W 2V3	02/11/19	02/11/19	\$2,064.48	\$2,064.48	10-10-33330	A/P WSIB	\$0.00	(\$3,448.59)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/25/19	02/25/19	\$2,081.07	\$2,081.07	10-10-33330	A/P WSIB	\$0.00	(\$3,448.59)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019				\$4,145.55				
9080	RECEIVER GENERAL - PAYROLL DEDUCTIONS, ...	02/25/19	02/25/19	\$7,800.41	\$7,800.41	10-10-33200	A/P FIT	\$0.00	\$1,659.18
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019	02/25/19	02/25/19	\$3,642.99	\$3,642.99	10-10-33210	A/P PIT	\$0.00	(\$8,663.20)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019	02/25/19	02/25/19	\$2,568.62	\$2,568.62	10-10-33220	A/P EI	\$0.00	(\$6,400.64)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019	02/25/19	02/25/19	\$6,156.06	\$6,156.06	10-10-33230	A/P CPP	\$0.00	(\$14,898.32)
PR951	02/25/19 Payroll from 2/9/2019 to 2/23/2019				\$20,168.08				
9080	RECEIVER GENERAL - PAYROLL DEDUCTIONS, ...	02/11/19	02/11/19	\$7,854.43	\$7,854.43	10-10-33200	A/P FIT	\$0.00	\$1,659.18
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/11/19	02/11/19	\$3,637.45	\$3,637.45	10-10-33210	A/P PIT	\$0.00	(\$8,663.20)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/11/19	02/11/19	\$2,548.06	\$2,548.06	10-10-33220	A/P EI	\$0.00	(\$6,400.64)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019	02/11/19	02/11/19	\$6,169.04	\$6,169.04	10-10-33230	A/P CPP	\$0.00	(\$14,898.32)
PR950	02/11/19 Payroll from 1/26/2019 to 2/9/2019				\$20,208.98				
9124	KIMBERLY BESTER, TROUT CREEK, ON, P0H 2L0	02/26/19	02/26/19	\$226.00	\$226.00	10-10-61530	CONVENTION/TRAINING	\$0.00	(\$2,585.72)
FEB	02/26/19 CELL PHONE AND MILEAGE				\$226.00				
9176	ORKIN CANADA, 5840 FALBOURNE ST, MISSISSAUGA, ON, L5R 4B5	02/26/19	02/26/19	\$192.84	\$192.84	10-10-61753	250 CLARK-BUILDING	\$0.00	(\$32,140.91)
9130455	02/26/19 250 CLARK-BUILDING EXPENSE				\$270.06				
9219	SUNDRIDGE APPLIANCE SERVICES, RR # 1, SOUTH RIVER, ON, P0A 1X0	02/26/19	02/26/19	\$91.58	\$91.58	10-10-61754	250 CLARK-PROGRAM	\$0.00	(\$1,686.58)
67398	02/26/19 ADJUST OVEN TEMP				\$101.70				

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

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9589	02/26/19	NORTHERN BUSINESS SOLUTION, 1180 CASSELLS STREET, NORTH BAY, ON, P1B 4B6	02/26/19	\$202.50	\$202.50	10-10-61600	POSTAGE/COURIER/COP	\$0.00	(\$3,549.48)
548849	02/26/19	INK CARTRIDGE	02/26/19	\$205.94	\$205.94	10-10-61600	POSTAGE/COURIER/COP	\$0.00	(\$3,549.48)
551226	02/26/19	INK CARTRIDGE			\$453.56				
9632	02/27/19	DELL CANADA INC, P.O. BOX 8440 STATION "A", TORONTO, ON, M5W 3P1	02/27/19	\$1,378.31	\$1,378.31	10-10-61570	COMPUTERS	\$0.00	\$0.00
1014271519	02/27/19	COMPUTER	02/27/19	\$752.01	\$752.01	10-10-61570	COMPUTERS	\$0.00	\$0.00
1014278770	02/27/19	COMPUTER			\$2,365.62				
9768	02/26/19	OFFICE CENTRAL, 498 MARKLAND STREET BLDG 7, MARKHAM, ON, L6C 1Z6	02/26/19	\$33.48	\$33.48	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$4,999.68)
1571284-1	02/26/19	CASH BOX			\$37.17				
9877	02/26/19	KRB MECHANICAL LTD, 50-A VENTURE CRESCENT, NORTH BAY, ON, P1A 0E5	02/26/19	\$373.97	\$373.97	10-10-61640	OFFICE & EQUIPMENT	\$0.00	(\$1,348.90)
23598	02/26/19	RESET FURNACES			\$415.28				
9926	02/26/19	AGILIS NETWORKS, 500 REGENT STREET, SUDBURY, ON, P3E 3Y2	02/26/19	\$499.49	\$499.49	10-10-61753	250 CLARK-BUILDING	\$0.00	(\$32,140.91)
422410-	02/26/19	TELECOM @ 250 CLARK			\$527.59				
10302	02/26/19	G & S DYE AND ACCESSORIES, 300 STEELCASE ROAD W. UNIT 19, MARKHAM, ON, L3R 2W2	02/26/19	\$101.79	\$101.79	10-10-61754	250 CLARK-PROGRAM	\$0.00	(\$1,686.58)
101782	02/26/19	PONGEE			\$113.03				
					\$75,715.21				
Total GENERAL GOVERNMENT									
<u>FIRE DEPARTMENT</u>									
8781	02/26/19	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	02/26/19	\$299.24	\$299.24	10-15-61510	BENEFITS	\$0.00	(\$108.92)
8134383	02/26/19	GREEN SHIELD			\$299.24				
8792	02/26/19	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3	02/26/19	\$188.40	\$188.40	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
200058393361 219	02/26/19	FIRE DEPT.-OPERATIONS	02/26/19	\$162.36	\$162.36	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
200095870626 219	02/26/19	FIRE DEPT.-OPERATIONS	02/26/19	\$175.00	\$175.00	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
200233599007 219	02/26/19	FIRE DEPT.-OPERATIONS	02/26/19		\$525.76				
8890	02/26/19	NORTH BAY MAT RENTAL, BOX 462, NORTH BAY, ON, P1B 8J1	02/26/19	\$17.55	\$17.55	10-15-62010	FIRE DEPT.-MAINTENANCE	\$0.00	(\$248.03)
96613	02/26/19	MAT RENTAL			\$17.55				
					\$17.55				
9023	02/26/19	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2	02/26/19	\$619.71	\$619.71	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
1173474 3066642	02/26/19	FIRE DEPT.-OPERATIONS	02/26/19	\$693.50	\$693.50	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
6989579 2679147	02/26/19	TCFD NATURAL GAS - 2467	02/26/19	\$0.00	\$0.00	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
6989579 2679147	02/26/19	MPFD NATURAL GAS - 1305	02/26/19		\$1,313.21				
9059	02/27/19	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7	02/27/19	\$33.49	\$33.49	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
7057246880 219	02/27/19	FIRE DEPT.-OPERATIONS			\$33.49				
9082	02/26/19	RECEIVER GENERAL - RADIO, POSTAL STATION D, BOX 2330, OTTAWA, ON, K1P6K1	02/26/19	\$311.00	\$311.00	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$3,521.89)
20190033445	02/26/19	RADIO LICENSE			\$311.00				

**Municipality of Powassan
A/P Preliminary Cheque Run
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Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total FIRE DEPARTMENT									
PUBLIC WORKS									
8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7		02/26/19	\$2,396.05	\$2,500.25	10-20-63050	PUBLIC WORKS-	\$0.00	(\$2,392.71)
8134383									
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3		02/26/19	\$147.03	\$147.03	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
200031148485 219	02/26/19 PUBLIC WORKS BLDGS UTILITIES		02/26/19	\$27.13	\$27.13	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
200067996361 219	02/26/19 PUBLIC WORKS BLDGS UTILITIES		02/26/19	\$115.78	\$115.78	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
200118558926 219	02/26/19 PUBLIC WORKS BLDGS UTILITIES		02/26/19	\$289.94	\$289.94				
3806	JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY, ON, P1B 8J1		02/26/19	\$358.36	\$358.36	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$2,065.01)
517404	02/26/19 FUEL FOR 2014 FREIGHTLINER		02/26/19	\$525.14	\$525.14	10-20-63505	2014 FREIGHTLINER-	\$0.00	(\$2,065.01)
517930	02/26/19 FUEL FOR 2014 FREIGHTLINER		02/26/19	\$358.36	\$358.36	10-20-63520	2011 FREIGHTLINER-	\$0.00	(\$3,250.34)
517404	02/26/19 FUEL FOR 2011 FREIGHTLINER		02/26/19	\$525.14	\$525.14	10-20-63520	2011 FREIGHTLINER-	\$0.00	(\$3,250.34)
517930	02/26/19 FUEL FOR 2011 FREIGHTLINER		02/26/19	\$125.37	\$125.37	10-20-63540	2014 GMC -	\$0.00	(\$844.38)
517932	02/26/19 2014 CHEV FUEL		02/26/19	\$358.35	\$358.35	10-20-63560	2013 FREIGHTLINER	\$0.00	(\$5,271.96)
517404	02/26/19 FUEL FOR 2013 FREIGHTLINER		02/26/19	\$525.14	\$525.14	10-20-63560	2013 FREIGHTLINER	\$0.00	(\$5,271.96)
517930	02/26/19 FUEL FOR 2013 FREIGHTLINER		02/26/19	\$125.37	\$125.37	10-20-63580	2009 FORD 1/2 TON -	\$0.00	(\$795.78)
517932	02/26/19 CHEV TRUCK FUEL		02/26/19	\$125.37	\$125.37	10-20-63600	2015 GMC-	\$0.00	(\$1,404.69)
517405	02/26/19 FUEL FOR 710 BACKHOE		02/26/19	\$14.70	\$14.70	10-20-63620	710 BACKHOE-	\$0.00	(\$528.34)
517931	02/26/19 FUEL FOR 710 BACKHOE		02/26/19	\$44.81	\$44.81	10-20-63620	710 BACKHOE-	\$0.00	(\$528.34)
517405	02/26/19 CAT420 FUEL		02/26/19	\$44.08	\$44.08	10-20-63626	BACKHOE CAT420	\$0.00	(\$2,230.89)
517931	02/26/19 CAT420 FUEL		02/26/19	\$140.52	\$140.52	10-20-63626	BACKHOE CAT420	\$0.00	(\$2,230.89)
517405	02/26/19 FUEL FOR 96 BACKHOE		02/26/19	\$14.70	\$14.70	10-20-63640	96 BACKHOE-	\$0.00	(\$558.96)
517931	02/26/19 FUEL FOR 96 BACKHOE		02/26/19	\$44.81	\$44.81	10-20-63640	96 BACKHOE-	\$0.00	(\$558.96)
517405	02/26/19 FUEL FOR GRADER		02/26/19	\$73.47	\$73.47	10-20-63660	99 GRADER-	\$0.00	(\$2,457.43)
517931	02/26/19 FUEL FOR GRADER		02/26/19	\$224.07	\$224.07	10-20-63660	99 GRADER-	\$0.00	(\$2,457.43)
517932	02/26/19 LAWN EQUIPMENT-MAT/SUPPLIES		02/26/19	\$41.78	\$41.78	10-20-63740	LAWN EQUIPMENT-	\$0.00	(\$260.11)
3808	JOE JOHNSON EQUIPMENT INC, 2521 BOWMAN STREET, INNISFIL, ON, L9S 3V6		02/26/19	\$263.55	\$3,669.54	10-20-63710	TRACKLESS-KUBOTA-	\$0.00	\$0.00
P98420	02/26/19 BLOWER PARTS								
8897	NORTHERN UNIFORM SERVICE, 2230 ALGONQUIN ROAD, SUDBURY, ON, P3E 4Z6		02/26/19	\$224.93	\$263.55	10-20-63060	PUBLIC WORKS-	\$0.00	(\$8,869.71)
205344	02/26/19 PW UNIFORM RENTALS								
9023	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2		02/26/19	\$1,330.42	\$1,330.42	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
6989579 2679147	02/26/19 PW SHOPS NATURAL GAS - 2330		02/26/19	\$427.25	\$427.25	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
6989579 2679147	02/26/19 PW SHOPS NATURAL GAS - 1890		02/26/19	\$202.54	\$202.54	10-20-63062	PUBLIC WORKS BLDGS	\$0.00	(\$1,566.33)
6989579 2679147	02/26/19 81 KING ST NATURAL GAS - 7337		02/26/19	\$1,960.21	\$1,960.21				
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7		02/27/19	\$94.21	\$94.21	10-20-63060	PUBLIC WORKS-	\$0.00	(\$8,869.71)
7057243532 219	02/27/19 PW GARAGE PHONE								
9089	KEVIN WALSH, ...		02/26/19	\$113.25	\$113.25	10-20-61510	BENEFITS	\$0.00	(\$215.19)
MTO 2019	02/26/19 DRIVERS LICENSE								

**Municipality of Powassan
A/P Preliminary Cheque Run
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InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9133	SCOTT TOEBES, ...								
FOOT AND SOLE	02/26/19	BOOT ALLOWANCE	02/26/19	\$143.18	\$143.18	10-20-61510	BENEFITS	\$0.00	(\$215.19)
FEB 12 2019	02/26/19	TRAINING IN GRAVENHURST MEALS	02/26/19	\$50.00	\$50.00	10-20-63040	TRAINING &	\$0.00	(\$498.19)
9758	BELL TV, P.O. BOX 3250, STATION DON MILLS, NORTH YORK, ON, M3C 4C9				\$193.18				
845520062011066	02/26/19	PUBLIC WORKS-MATERIAL & SUPPLIES	02/26/19	\$68.93	\$68.93	10-20-63060	PUBLIC WORKS-	\$0.00	(\$8,869.71)
10077	JADE EQUIPMENT CO. LTD., 47 FOREST PLAIN ROAD, ORO-MEDONTE, ON, L3V0R4				\$68.93				
P09480	02/26/19	GRADER PARTS	02/26/19	\$234.84	\$234.84	10-20-63660	99 GRADER-	\$0.00	(\$2,457.43)
					\$234.84				
					\$9,508.63				
Total PUBLIC WORKS									
ENVIRONMENT									
8751	EVAN HUGHES EXCAVATING, 118 HIGHWAY 534, POWASSAN , ON, P0H 1Z0								
3687	02/26/19	GARBAGE COMPACTING	02/26/19	\$1,231.30	\$1,231.30	10-25-64910	LANDFILL SITE-	\$0.00	(\$218.96)
8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7								
8134383	02/26/19	GREEN SHIELD DRUG PLAN	02/26/19	\$598.86	\$598.86	10-25-61510	BENEFITS GARBAGE	\$0.00	(\$762.58)
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
200051438461 219	02/26/19	LANDFILL SITE-MAT/SUPPLIES HYDRO	02/26/19	\$188.81	\$188.81	10-25-64910	LANDFILL SITE-	\$0.00	(\$218.96)
8806	JIM MOORE PETROLEUM, 66 GIBSON STREET, P.O. BOX 508, NORTH BAY, ON, P1B 8J1								
517404	02/26/19	FUEL FOR GARBAGE TRUCK	02/26/19	\$358.36	\$358.36	10-25-64830	GARBAGE VEHICLE	\$0.00	(\$2,461.48)
517930	02/26/19	FUEL FOR GARBAGE TRUCK	02/26/19	\$525.14	\$525.14	10-25-64830	GARBAGE VEHICLE	\$0.00	(\$2,461.48)
9363	KNIGHT PIESOLD CONSULTING, 1650 MAIN STREET WEST, NORTH BAY, ON, P1B 8G5								
12769	02/26/19	LANDFILL SITE-MAINTENANCE RE C OF A	02/26/19	\$2,082.93	\$2,082.93	10-25-64965	LANDFILL SITE-	\$0.00	\$0.00
9622	POWASSAN AUTO SERVICE, 717 MAIN ST, POWASSAN, ON, P0H 1Z0								
17029	02/26/19	REPLACED BALL JOINTS	02/26/19	\$1,161.02	\$1,161.02	10-25-64830	GARBAGE VEHICLE	\$0.00	(\$2,461.48)
					\$6,146.42				
Total ENVIRONMENT									
WATER									
8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
200025335054 219	02/26/19	WATER DISTRIBUTION-MAT/SUPPLIES	02/26/19	\$153.70	\$153.70	10-30-64530	WATER DISTRIBUTION-	\$0.00	(\$146.97)
9023	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2								
6989579 2679147	02/26/19	34 MCRAE DR NATURAL GAS - 7940	02/26/19	\$24.12	\$24.12	10-30-64530	WATER DISTRIBUTION-	\$0.00	(\$146.97)
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7								
7057243319 219	02/27/19	WATER PUMP HOUSE PHONE	02/27/19	\$44.39	\$44.39	10-30-64510	WATER PUMPHOUSE-	\$0.00	(\$1,525.66)

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

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9608 17991	02/26/19	BERNARD ROCHFORD LTD, 411 ASTORVILLE ROAD, ASTORVILLE, ON, P0H 1B0 02/26/19 REPLACE BACKFLOW PREVENTER	02/26/19	\$654.96	\$654.96	10-30-64530	WATER DISTRIBUTION-	\$0.00	(\$146.97)
10304 49824	02/27/19	COLE ENGINEERING GROUP LTD, 70 VALLEYWOOD DRIVE, MARKHAM, ON, L3S 4T5 02/27/19 WATER METER TRAINING	02/27/19	\$1,170.24	\$1,170.24	10-30-64440	WATER-PERSONNEL	\$0.00	(\$230.00)
Total WATER									
SEWER									
9023 6989579 2679147	02/26/19	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2 02/26/19 SEWER PUMPHOUSE NATURAL GAS - 9269	02/26/19	\$118.13	\$118.13	10-40-64110	SEWER PUMPHOUSE-	\$0.00	(\$143.56)
Total SEWER									
BUILDING DEPARTMENT									
8781 8134383	02/26/19	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7 02/26/19 BUILDING INSPECTOR GREEN SHIELD	02/26/19	\$300.59	\$300.59	10-45-62700	BUILDING INSPECTOR	\$0.00	(\$546.59)
Total BUILDING DEPARTMENT									
PROTECTION TO PERSONS & PROPERTY									
8855 111102191118084	02/26/19	MINISTER OF FINANCE - OPP, 33 KING ST W, PO BOX 647, OSHAWA, ON, L1H 8X3 02/26/19 MONTHLY POLICING	02/26/19	\$43,331.00	\$43,331.00	10-50-62500	POLICING-OPP	\$0.00	(\$89,635.96)
9073 2018	02/26/19	SANDY BRIGGS, RR #4, POWASSAN, ON, P0H 1Z0 12/31/18 ANIMAL CONTROL	02/26/19	\$3,697.44	\$3,697.44	10-50-62600	ANIMAL CONTROL &	\$0.00	(\$18,685.88)
Total PROTECTION TO PERSONS & PROPERTY									
RECREATION									
8792 200096240842 219	02/26/19	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3 02/26/19 SHCC-MAT/SUPPLIES HYDRO	02/26/19	\$121.04	\$121.04	10-55-67410	SHCC-MAT/SUPPLIES	\$0.00	(\$423.42)
9023 6989579 2679147	02/26/19	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2 02/26/19 POOL NATURAL GAS - 1355	02/26/19	\$39.92	\$39.92	10-55-67110	POOL-MATERIAL &	\$0.00	(\$176.95)
6989579 2679147	02/26/19	SHCC NATURAL GAS - 1465	02/26/19	\$309.02	\$309.02	10-55-67410	SHCC-MAT/SUPPLIES	\$0.00	(\$423.42)
9059 7057245689 219	02/27/19	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7 02/27/19 SHCC MONTHLY PHONE BILL	02/27/19	\$37.33	\$37.33	10-55-67410	SHCC-MAT/SUPPLIES	\$0.00	(\$423.42)

Municipality of Powassan
A/P Preliminary Cheque Run
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Vendor Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9221	K & T PORT A JOHN, P.O. BOX 750, CALLANDER, ON, P0H 1H0		02/26/19	\$503.71	\$503.71	10-55-67010	PARKS-MAT/SUPPLIES	\$0.00	(\$7,118.20)
2338	12/31/18 TC - FEB 26-APR 29, 2018		12/26/18	\$3,419.14	\$3,419.14	10-55-67010	PARKS-MAT/SUPPLIES	\$0.00	(\$7,118.20)
2480	12/31/18 BEACH/PARK/TC PARK				\$3,922.85				
					\$4,430.16				

Total RECREATION**HEALTH SERVICES**

9023	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2		02/26/19	\$0.00	\$0.00	10-60-65310	MEDICAL CENTRE-	\$0.00	\$0.00
6989579	2679147 02/26/19 MEDICAL CENTRE NATURAL GAS - 1396				\$0.00				
					\$0.00				

Total HEALTH SERVICES**HISTORICAL & CULTURE**

8954	RELANCE HOME COMFORT, PAYMENT PROCESSING CENTRE, PO BOX 4504 STATION A 25 THE ESPLANADE, TORONTO, ON, M5W 4J8		02/27/19	\$151.55	\$151.55	10-65-67680	POWASSAN LEGION	\$0.00	(\$8,433.01)
109550013	140739 02/27/19 POWASSAN LEGION EXPENSE				\$151.55				
9023	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2		02/26/19	\$0.00	\$0.00	10-65-66010	GOLDEN SUNSHINE	\$0.00	\$0.00
6989579	2679147 02/26/19 SUNSHINE HALL NATURAL GAS- 3412		02/26/19	\$953.26	\$953.26	10-65-67680	POWASSAN LEGION	\$0.00	(\$8,433.01)
6989579	2679147 02/26/19 LEGION NATURAL GAS-1423				\$953.26				

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7		02/27/19	\$130.88	\$130.88	10-65-67680	POWASSAN LEGION	\$0.00	(\$8,433.01)
7057242235	219 02/27/19 POWASSAN LEGION PHONE				\$130.88				
9176	ORKIN CANADA, 5840 FALBOURNE ST, MISSISSAUGA, ON, L5R 4B5		02/26/19	\$157.73	\$157.73	10-65-67680	POWASSAN LEGION	\$0.00	(\$8,433.01)
9130477	02/26/19 POWASSAN LEGION EXPENSE				\$157.73				
9820	BELL CANADA INTERNET, CUSTOMER PAYMENT CENTRE, P.O. BOX 3650 STATION DON MILLS, TORONTO, ON, M3C 3X9		02/27/19	\$98.56	\$98.56	10-65-67680	POWASSAN LEGION	\$0.00	(\$8,433.01)
508216077	219 02/27/19 LEGION INTERNET				\$98.56				
					\$1,491.98				

Total HISTORICAL & CULTURE**PLANNING & DEVELOPMENT**

9479	CGIS SPATIAL SOLUTIONS, 52 SOUTH STREET, PERTH, ON, K7H 2G7		02/26/19	\$3,562.79	\$3,562.79	10-70-68010	PLANNING &	\$0.00	(\$3,639.47)
43556	02/26/19 GIS CONTRACT				\$3,562.79				
					\$3,562.79				

Total PLANNING & DEVELOPMENT**TROUT CREEK COMMUNITY CENTRE**

8728	D & D JANITORIAL SUPPLIES, 161 FERRIS DRIVE, UNIT 12, NORTH BAY, ON, P1B 4A6								
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**Municipality of Powassan
A/P Preliminary Cheque Run
(Council Approval Report)**

6140	02/26/19	REST ROOM SUPPLIES	02/26/19	\$305.58		10-75-61800	SUPPLIES	\$0.00	(\$367.86)
8781 8134383	02/26/19	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7 02/26/19 TCCC GREEN SHIELD	02/26/19	\$299.89		10-75-61510	BENEFITS	\$0.00	(\$474.99)
8792 200109368575 219	02/26/19	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3 02/26/19 HYDRO	02/26/19	\$1,290.27		10-75-61610	HYDRO	\$0.00	(\$3,035.40)
8862 811846 814278	02/26/19	MOORE PROPANE LIMITED, 56 GIBSON ST, NORTH BAY, ON, P1B 8Z4 02/26/19 PROPANE 02/26/19 PROPANE	02/26/19	\$79.30 \$54.23		10-75-61800 10-75-61800	SUPPLIES SUPPLIES	\$0.00 \$0.00	(\$367.86) (\$367.86)
8912 24785 24785 R	02/27/19	OSHELL'S VALU-MART, P.O. BOX 322, POWASSAN, ON, P0H 1Z0 02/27/19 TC CARNIVAL SUPPLIES LESS RETURN 02/27/19	02/27/19	\$272.97 (\$16.85)		10-75-61830 10-75-61830	CARNIVAL CARNIVAL	\$0.00 \$0.00	(\$3,377.64) (\$3,377.64)
9023 6989579 2679147	02/26/19	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2 02/26/19 TCCC NATURAL GAS-0700	02/26/19	\$943.59		10-75-61620	NATURAL GAS	\$0.00	(\$841.13)
9231 893	02/26/19	TOOLBOX TIM, PO BOX 477, POWASSAN, ON, P0H 1Z0 02/26/19 REGLUE FLOORING	02/26/19	\$67.54		10-75-61820	MAINTENANCE	\$0.00	(\$2,446.97)
9807 TIME KEEPERS	02/26/19	BRIAN ECKENSVILLER, ... 02/26/19 TIME KEEPERS	02/26/19	\$48.00		10-75-61830	CARNIVAL	\$0.00	(\$3,377.64)
9905 FEB 26 2019	02/26/19	BARB GRASSER, ... 02/26/19 LAUNDRY	02/26/19	\$229.64		10-75-61860	KITCHEN/CATERING	\$0.00	(\$66.10)
10071 CARNIVAL	02/27/19	MARTA BERNARD, ... 02/27/19 CARNIVAL SECURITY	02/27/19	\$100.00		10-75-61830	CARNIVAL	\$0.00	(\$3,377.64)
10143 43-983711 43-985199	02/26/19	Black & McDonald Ltd, 328 Green Rd, Stoney Creek, ON, L8E 2B2 02/26/19 ICE PLANT REPAIRS 02/26/19 ADJUSTED BELTS	02/26/19	\$1,349.34 \$324.00		10-75-61820 10-75-61820	MAINTENANCE MAINTENANCE	\$0.00 \$0.00	(\$2,446.97) (\$2,446.97)
10303 FEB 27 2019	02/27/19	BRAD ROWLAND, ... 02/27/19 GENERAL HELPER	02/27/19	\$112.00		10-75-61830	CARNIVAL	\$0.00	(\$3,377.64)
10305 2019 CARNIVAL	02/27/19	CHESTER POLESKY, ... 02/27/19 2019 CARNIVAL REFEREE'S	02/27/19	\$2,240.00		10-75-61830	CARNIVAL	\$0.00	(\$3,377.64)
Total TROUT CREEK COMMUNITY CENTRE				\$7,699.50					

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

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
SPORTSPLEX									
8781 8134383	02/26/19	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7 02/26/19 SP GREEN SHIELD	02/26/19	\$425.09	\$425.09	10-80-61510	BENEFITS	\$0.00	(\$766.15)
8792 200126071473 219	02/26/19	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3 02/26/19 HYDRO	02/26/19	\$8,781.52	\$8,781.52	10-80-61610	HYDRO	\$0.00	(\$10,767.92)
8862 811844 814279	02/26/19	MOORE PROPANE LIMITED, 56 GIBSON ST, NORTH BAY, ON, P1B 8Z4 02/26/19 PROPANE REFILL 02/26/19 PROPANE REFILL	02/26/19	\$53.79 \$79.92	\$53.79 \$79.92	10-80-61930 10-80-61930	ZAMBONI-REPAIRS & ZAMBONI-REPAIRS &	\$0.00 \$0.00	(\$427.03) (\$427.03)
8976 39840	02/26/19	SEE MORE GRAPHICS, 506 MCGAUGHEY AVE, NORTH BAY, ON, P1B 1W6 02/26/19 NO DOGS ALLOWED SIGNS	02/26/19	\$109.59	\$109.59	10-80-61950	BUILDING REPAIRS &	\$0.00	(\$5,725.32)
9023 6989579 2679147 6989579 2679147	02/26/19	UNION GAS, PO BOX 4001 STN A, TORONTO, ON, M5W 0G2 02/26/19 SPORTSPLEX NATURAL GAS (B) - 1337 02/26/19 SPORTSPLEX NATURAL GAS (A) - 1336	02/26/19	\$2,199.61 \$1,238.90	\$2,199.61 \$1,238.90	10-80-61620 10-80-61620	NATURAL GAS NATURAL GAS	\$0.00 \$0.00	(\$2,344.92) (\$2,344.92)
9028 2347111	02/26/19	VAUGHAN PAPER PRODUCTS INC., 1598 MAIN ST WEST, NORTH BAY, ON, P1B 2X3 02/26/19 GARBAGE BAGS	02/26/19	\$509.24	\$509.24	10-80-61960	BUILDING SUPPLIES	\$0.00	(\$549.87)
9107 Feb 26 2019	02/26/19	THE BEER STORE, , , , 02/26/19 bar supplies	02/26/19	\$551.49	\$551.49	10-80-61982	SPORTSPLEX BAR	\$0.00	(\$1,062.94)
9176 9130554	02/26/19	ORKIN CANADA, 5840 FALBOURNE ST, MISSISSAUGA, ON, L5R 4B5 02/26/19 PEST/ODOUR CONTROL	02/26/19	\$348.53	\$348.53	10-80-61950	BUILDING REPAIRS &	\$0.00	(\$5,725.32)
9926 422410-	02/26/19	AGILIS NETWORKS, 500 REGENT STREET, SUDBURY, ON, P3E 3Y2 02/26/19 OFFICE EXPENSES	02/26/19	\$254.40	\$254.40	10-80-61555	OFFICE EXPENSES	\$0.00	(\$658.49)
10233 1122	02/26/19	LAWRENCE ELECTRICAL SERVICES, 110 KYLE ROAD, CORBEIL, ON, P0H 1K0 02/26/19 SIGN REPAIRS	02/26/19	\$394.83	\$394.83	10-80-61950	BUILDING REPAIRS &	\$0.00	(\$5,725.32)
Total SPORTSPLEX									
CEMETERIES									
8792 200212441081 219	02/26/19	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO, ON, M5W 3L3 02/26/19 CEMETRY-HYDRO	02/26/19	\$27.13	\$27.13	10-85-65110	CEMETRY-SERVICE-	\$0.00	(\$27.13)
Total CEMETERIES									
				Total Bills To Pay:		\$175,523.55			

Recreation Schedule, Powassan Community Events, Powassan Events

Mar 2019 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
24	25	26	27	28	29	30
12pm - Public Skating-TCCC 1pm - Public Skating- 2pm - Kids Shinny Hockey	7pm - Fire Department 7pm - Council	7pm - RECREATION	6pm - Business Meeting	March Break 7:30am - Winter Farmers'	Trivia Night	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
March Break 12pm - Public Skating- 12pm - Public Skating-TCCC 2pm - Kids Shinny Hockey	2pm - Public Skating- 6pm - Police Services 7pm - Fire Department	12pm - Public Skating- 6pm - Public Works 7pm - Council @ 250 Clark	7pm - TCCCB @ TCCC	5:30pm - Public Meeting - 6pm - Family Peer Support		
24	25	26	27	28	29	30
12pm - Public Skating-TCCC 2pm - Kids Shinny Hockey		5:30pm - Conservation				
31	1	2	3	4	5	6
12pm - Public Skating-TCCC 2pm - Kids Shinny Hockey						



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

TAKE NOTICE that the Council for The Corporation of the Municipality of Powassan has received a complete application under Section 34 (10.7) of the Planning Act, R.S.O. 1990, c.P. 13 as amended, to inform the public of a proposed Zoning By-law Amendment.

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

DATE AND LOCATION OF PUBLIC MEETING

Date: Monday, March 18, 2019
Time: 6:00 pm
Location: Municipality of Powassan – 250 Clark Street - Elm Room

DETAILS OF THE ZONING BY-LAW AMENDMENT

The purpose of the proposed by-law is to amend the Restricted Area (Zoning) By-Law No. 2003-38 as, amended, for lands located in Plan 43, Blk 3, Lot 2, RP 42R12235, Part 1 (70 King Street) in the Municipality of Powassan.

The application, if approved, would rezone the subject lands from the CV1 Zone to a Residential (RV1) Exception Zone. The purpose of the amendment is to zone the property to allow for the creation of two (2) residential units in the existing building and to provide exemptions from the minimum front and rear yard requirements and lot coverage requirement. A total of 4 parking spaces are proposed to be accommodated through a trade of lands between the landowner and the municipality as per Resolution 2019-59. It is noted that no expansion to the existing building is proposed in conjunction with this application.

ADDITIONAL INFORMATION AND MAP OF LAND SUBJECT TO THE APPLICATIONS

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

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

If a person or public body files an appeal of a decision of the Council for the Corporation of the Municipality of Powassan, as the approval authority in respect of the proposed Zoning By-law Amendment, but does not make oral submissions at a public meeting or make written submissions to Council before the proposed amendment is approved or refused, the Local Planning Appeal Tribunal may dismiss all or part of the appeal.

DATE OF COUNCIL MEETING	March 5/19
AGENDA ITEM #	16-2

