

**AGENDA**

Regular Council meeting to be held  
Tuesday April 20, 2021 at 7:00 p.m.  
Powassan (electronic)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCLOSURE OF MONETARY INTEREST AND GENERAL NATURE THEREOF**
4. **APPROVAL OF THE AGENDA**
5. **PRESENTATIONS**
  - 5.1 Dave Gray – ACED – Presence and Activity Report
6. **ADOPTION OF MINUTES**
  - 6.1 Regular Council meeting of April 6, 2021
7. **MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL**
8. **MINUTES AND REPORTS FROM APPOINTED BOARDS**
  - 8.1 Almaguin Community Economic Development (ACED) minutes of March 15, 2021
  - 8.2 District of Parry Sound Social Services Administration Board (DSSAB) – CAO Quarterly Report – April 2021
  - 8.3 District of Parry Sound Social Services Administration Board (DSSAB – Five Year Strategic Plan – April 8, 2021
  - 8.4 North Bay Mattawa Conservation Authority (NBMCA) minutes of January 27, 2021
  - 8.5 North Bay Mattawa Conservation Authority (NBMCA) minutes of February 24, 2021
  - 8.6 North Bay Mattawa Conservation Authority (NBMCA) draft minutes of March 24, 2021
  - 8.7 Powassan and District Union Public Library – Storywalk Project
9. **STAFF REPORTS**
10. **BY-LAWS**
  - 10.1 2021-11 Rezoning-Kmith
  - 10.2 2021-12 Appoint Tile Drainage Inspector
11. **UNFINISHED BUSINESS**
  - 11.1 Letter to MP and MPP Regarding Price Gouging in Lumber – R. Hall
12. **NEW BUSINESS**
  - 12.1 Ministry of Municipal Affairs and Housing – Annual Repayment Limit (ARL)
  - 12.2 Hydro Pond – name change request
13. **CORRESPONDENCE**
  - 13.1 Town of Amherstburg – Amendments to the Agricultural Tile Drainage Installation Act
14. **ADDENDUM**
15. **ACCOUNTS PAYABLE**
16. **NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS**
17. **PUBLIC QUESTIONS**
18. **CLOSED SESSION**
  - 18.1 Closed session minutes of April 6, 2021

18.2 Legal - Section 239(2)(f) of the Municipal Act and under 6(1)(f) of the Procedural Bylaw- -Matters regarding an identifiable individual advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**19. MOTION TO ADJOURN**

April 13, 2021

**ACED Presence and Activity Staff Report**  
 Municipality of Powassan

The ACED Department is pleased to present this report as a statement of services provided to businesses and stakeholders in the Municipality of Powassan. The report outlines core service and specific project results that have been tracked and recorded throughout our monthly operations and reported back both monthly and in the ACED Annual Report. Department staff are committed to delivering measurable value to our ACED partners and our many other partners throughout the region.

**1.0 Core Services and General Business Support**

**1.1 General Communications:**

Throughout the COVID-19 Pandemic, ACED Staff have used a combination of email, social media and where appropriate, phone call communications to keep business operators apprised of opportunities, programs and initiatives that could be of interest to them. When a program or project fits the needs of businesses throughout the region, it is sent to either all businesses on file, or all businesses in relevant sectors. While ACED does not provide funding to businesses directly, it is assumed that promoting program awareness and connecting businesses directly to support agencies provides benefits to businesses throughout the region.

Powassan Business Email List:	98 businesses on file
Powassan Business Directory:	128 Listed in ACED Directory
Total Email Communications:	22 (2020), 10(2021)

**1.2 Direct ACED Support Instances**

These support instances are either in bound calls from business clients, or through BR&E outreach from ACED Staff. Please note that project specific outreach, noted below, is not included in these figures.

Direct Business Support Opportunities:	8 Clients
Total Referrals to Supports or Programs:	11 Direct Program Referrals

**1.3 Known Investment and Successful Referrals**

These figures have been collected through correspondence with three support agencies serving the ACED Catchment Area. Some interactions originated from direct referrals; others were indirect. As such, there may be investments not included in this report.

Known Funding Accessed (Total)*:	\$174 000
Total Jobs Created through programs:	7
Total Jobs Retained:	13

**2.0 Digital Main Street**

Digital Main Street involves two main components: Digital Service Squad Services and the Digital Transformation Grant Program. There have been two seasons of Digital Main Street that ACED has participated in. Below is a summary of activity in Powassan by season:

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<b>Powassan Specific Results</b>	<b>Season 1</b>	<b>Season 2</b>
<b><u>Metric:</u></b>		
<b>Businesses notified/contacted</b>	<b>75</b>	<b>91</b>
<b>Businesses Onboarded</b>	<b>14</b>	<b>12</b>
<b>Service Interactions</b>	<b>39</b>	<b>25</b>
<b>Applied for Grant</b>	<b>4</b>	<b>4</b>
<b>Received Grant</b>	<b>1</b>	<b>3</b>

### 3.0 COVID-19 Response and Micro-Grant Programs

Throughout the COVID-19 Pandemic, ACED's primary focus was to collect, curate and disseminate information pertaining to business support programs and best practices. This information was listed on the [ACED COVID webpage](#) and sent out directly to businesses for their consideration. These efforts were aimed at simplifying the process of finding support and providing one-on-one support where necessary. In addition to these efforts, ACED ran two innovative programs, in partnership with support agencies, designed specifically to help Almaguin Businesses.

#### 3.1 Almaguin Delivers Program

The Almaguin Delivers Program provided delivery subsidies for residents choosing to stay at home and order products. It also focused on businesses who offered COVID safe pickup options or direct delivery services. Parry Sound Muskoka Community Network, NECO, and the Almaguin Highlands Chamber of Commerce Supported this program.

##### *Almaguin Delivers Program Results at-a-glance*

<i>Participating Businesses</i>	18 (4 in Powassan)
<i>Total Number of Claims</i>	590
<i>Total Claims Reimbursed</i>	\$4,637.56
<i>Total Cost of Program</i>	\$5,491.01

#### 3.2 Almaguin Micro Grant Programs

The ACED Team, in partnership with NECO and The Almaguin Highlands Chamber of Commerce, delivered two micro grant programs aimed at supporting the purchase and deployment of PPE (APEP Program) and helping digital marketing and transition efforts (ADAP Program).

	<b>APEP</b>	<b>ADAP</b>	<b>Powassan</b>
<b>Total Applications Received</b>	<b>30</b>	<b>25</b>	<b>5(Combined)</b>
<b>Approved Applications</b>	<b>24</b>	<b>22</b>	<b>5(Combined)</b>
<b>Total Funds Disbursed</b>	<b>\$10,163</b>	<b>\$14,258</b>	<b>\$3500</b>



#### 4.0 Almaguin Harvest Spin

The ACED Department worked in partnership with the 250 Clark Coordinator to promote and map two cycling routes in the Powassan Area as a part of the 2020 Almaguin Harvest Spin Virtual Event Series.

Total registered riders (Powassan routes):	48
Total Photos added to inventory:	182
Powassan Businesses Featured in Marketing:	12 (5 Main St, 7 Farms)

#### 5.0 Shop Local Campaigns

Two shop-local campaigns were run over the last months, aimed at encouraging residents and visitors to shop locally. Below is a summary of the results total results and Powassan inclusion:

	Wrap Up Almaguin Campaign	COVID Open for Business
<b>Businesses Featured</b>	<b>19 (3 Powassan)</b>	<b>55 (11 Powassan)</b>
Unique Campaign Posts	22	1
Online Reach	20 550	10 900
<b>Shares</b>	<b>515</b>	62
Engagements	3027	1893
Comments	89	38
Business Investment	\$465	N/A
<b>Total ACED Investment</b>	<b>\$3270</b>	<b>\$250</b>

#### Other Considerations

This report reflects known results and interactions with Powassan Businesses, however, does not include activities and tactics addressed to regional capacity building. Several projects of significant value include:

- Almaguin Agriculture and Culinary Stakeholder Engagement Strategy (\$12 000 Value)
- Almaguin Ag & Culinary Strategy Implementation (\$5 000 in 2021)
- Almaguin Regional Brand Strategy (\$30 000 Value, report only)
- Almaguin Brand Strategy Implementation (\$300 000 value pending funding approval)

While this list does is not intended to be exhaustive in nature, other results and upcoming projects can be seen in the 2020 annual report, monthly reports and in the 2021 Work Plan. The ACED Board and Department encourages feedback and collaborative efforts from all regional economic development stakeholders as to how we can improve our services and increase or value amongst the regional development landscape.



**Council Meeting**  
**Tuesday April 6, 2021, at 7:00 pm**  
**Virtual**

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

**Staff:** Maureen Lang, CAO/Clerk-Treasurer  
Terry Lang, IT

**Presentations:** None

**Disclosure of Monetary Interest and General Nature Thereof:**  
**None**

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- |                 |   |                |
|-----------------|---|----------------|
| <b>2021- 95</b> | Moved by: D. Britton                      Seconded by: D. Piekarski<br>That the agenda of the Regular Council meeting of April 6, 2021 be approved  | <b>Carried</b> |
| <b>2021-96</b>  | Moved by: D. Piekarski                      Seconded by: R. Hall<br>That the minutes of the Regular Council meeting of March 16, 2021, be adopted.  | <b>Carried</b> |
| <b>2021-97</b>  | Moved by: R. Hall                      Seconded by: D. Britton<br>That the minutes of the Emergency Control Group meeting of March 17, 2021 be received.                                      | <b>Carried</b> |
| <b>2021-98</b>  | Moved by: D. Britton                      Seconded by: R. Hall<br>That the minutes of the Emergency Control Group meeting of March 31, 2021 be received.                                      | <b>Carried</b> |
| <b>2021-99</b>  | Moved by: R. Hall                      Seconded by: D. Piekarski<br>That the budget and levy from the North Bay Mattawa Conservation Authority,<br>be received.                               | <b>Carried</b> |
| <b>2021-100</b> | Moved by: D. Piekarski                      Seconded by: R. Hall<br>That the staycation proposal from the ACED committee be received, and further that we<br>do not participate.              | <b>Carried</b> |
| <b>2021-101</b> | Moved by: R. Hall                      Seconded by: D. Britton<br>That the land ambulance budget for 2021, be received.   | <b>Carried</b> |
| <b>2021-102</b> | Moved by: D. Britton                      Seconded by: D. Piekarski<br>That the draft minutes dated March 22, 2021 from the Powassan and District Union Public<br>Library Board, be received. | <b>Carried</b> |

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2021-103

Moved by: D. Piekarski

Seconded by: R. Hall

**Whereas**, the Municipality of Powassan is within the district of the North Bay Parry Sound District Health Unit (Health Unit); and

**Whereas**, the Health Unit received its first allocation of vaccine more than a month and a half later than Southern Ontario and Ottawa health regions; and

**Whereas**, vaccine allocation for the Health Unit has not increased over time to compensate for the delay in provision of the first vaccine allocation; and

**Whereas**, COVID-19 transmission rates in Northern Ontario, as evidenced by the effective reproduction numbers  $R_{(t)}$ , are among the highest in the province; and

**Whereas**, due to the vaccine allocation, the Health Unit is still in phase 1 of the rollout while public health unit regions in Southern Ontario and Ottawa are in phase 2; and

**Whereas**, 26.5% of the population in the Parry Sound District and 22.4% of the population in the Nipissing District are aged 65 years or older, compared to 16.7% for all of Ontario (2016 Census); and

**Whereas**, the delay in the Health Unit vaccine allocations is causing increasing inequities in the booking of COVID-19 vaccination clinics; and

**Whereas**, due to the vaccine allocation, Indigenous populations have not received their required allocation.

**Now Therefore Be It Resolved**, that the Municipality of Powassan requests that the vaccine allocation be prioritized to public health unit regions that are still in phase 1 to enable them to catch up to those regions in Southern Ontario and Ottawa; and

**Furthermore Be It Resolved**, that this motion be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Christine Elliot, Minister of Health, Vic Fedeli, MPP – Nipissing, Norm Miller, MPP – Parry Sound-Muskoka, John Vanthof, MPP – Timiskaming-Cochrane, Mayors/Reeves within the North Bay Parry Sound District Health Unit district, Ontario Boards of Health, and the Association of Local Public Health Agencies (alPHA).

**Carried**

2021-104

Moved by: D. Piekarski

Seconded by: D. Britton

That the 2020 Statement of Council Remuneration and Expenses, be received.

**Carried**

2021-105

Moved by: D. Piekarski

Seconded by: R. Hall

That the 2021 Health and Safety Policy, be adopted.

**Carried**

2021-106

Moved by: D. Piekarski

Seconded by: D. Britton

That By-law 2021-08, being a by-law to authorize an agreement between the Corporation of the Municipality of Powassan and Steve Eide, Eide's Residential Home, under the Boarding Home Contract Program of the Ministry of Health,

READ a FIRST and SECOND time the 16th day of March, 2021

READ a THIRD and FINAL time and considered passed on this the 6th day of April, 2021

**Carried**

- 2021-107** Moved by: R. Hall Seconded by: D. Piekarski  
That by-law 2020-10, being a by-law to provide for reduced load periods within the Municipality of Powassan,  
READ a FIRST and SECOND time the 16th day of March, 2021  
READ a THIRD and FINAL time and passed as such in open Council this the 6th day of April, 2021 **Carried**
- 2021-108** Moved by: R. Hall Seconded by: D. Britton  
That By-law 2021-11, Being a By-law to amend By-law No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands located in Concession 5, Part Lot 25, Rem Pcl 17132 NS (866 Hemlock Road), in the Municipality of Powassan.  
READ a FIRST and SECOND time the 6<sup>th</sup> of April, 2021  
To be READ a THIRD time a finally passed the 20<sup>th</sup> day of April, 2021 **Carried**
- 2021-109** Moved by: D. Piekarski Seconded by: R. Hall  
That By-law 2021-12, Being a By-law to appoint a Tile Drainage Inspector,  
READ a FIRST and SECOND time the 6<sup>th</sup> of April, 2021  
To be READ a THIRD time a finally passed the 20<sup>th</sup> day of April, 2021 **Carried**
- 2021-110** Moved by: D. Britton Seconded by: R. Hall  
That the correspondence dated March 24, 2021 from the Ministry of Environment, Conservation and Parks regarding the Powassan Drinking Water System 2020 Annual Inspection, be received.  
Recorded Vote: Requested By D. Britton  
Councillor Hall YEA  
Councillor Britton YEA  
Councillor Piekarski YEA  
Mayor McIsaac YEA **Carried**
- 2021-111** Moved by: D. Piekarski Seconded by: R. Hall  
That the correspondence dated March 29, 2021 from the Ministry of Community Safety and Correctional Services regarding the Fire Safety Grant Agreement, be received  
And further that the CAO/Clerk-Treasurer be approved to execute the Transfer Payment Agreement. **Carried**
- 2021-112** Moved by: R. Hall Seconded by: D. Britton  
That the correspondence dated March 30, 2021 from the Office of the Fire Marshal and Emergency Management regarding EMCPA Compliance for 2020, be received. **Carried**
- 2021-113** Moved by: R. Hall Seconded by: D. Britton  
That staff be directed to create a resolution for the Offices of the MP and MPP, AMO and municipalities regarding price gouging in building materials. **Carried**
- 2021-114** Moved by: R. Hall Seconded by: D. Piekarski  
That the correspondence from FONOM regarding 2021 virtual annual conference, be received. **Carried**
- 2021-115** Moved by: R. Hall Seconded by: D. Britton  
That correspondence from AMO regarding one-time doubling of Gas Tax, be received.

**Carried**

**2021-116**                      Moved by: D. Britton                      Seconded by: D. Piekarski  
That the correspondence dated March 19, 2021 from the Township of Perry regarding Project D.A.R.E. facilities, be received.

**Carried**

**2021-117**                      Moved by: R. Hall                      Seconded by: D. Piekarski  
That the accounts payable listing reports dated March 17, 26 and April 1, 2021 in the total amount of \$455,898.53 be approved for payment.

**Carried**

**2021-118**                      Moved by: R. Hall                      Seconded by: D. Britton  
That Council now adjourns to closed session at 8:37 pm to discuss:  
18.1 Adoption of Closed Session minutes of March 16, 2021  
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.

**2021-119**                      Moved by: D. Piekarski                      Seconded by: R. Hall  
That Council now reconvenes to regular session at 8:57pm

**Carried**

**2021-120**                      Moved by: R. Hall                      Seconded by: D. Britton  
That Council now adjourns at 8:58 pm.

**Carried**

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Mayor

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CAO/Clerk-Treasurer

**ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT  
(ACED)**

**MINUTES  
March 15, 2021**

A regular meeting of the ACED Board was held at the Township of Armour Office and virtually on March 15, 2021 at 6:00 pm.

Present: Tim Bryson, Township of Joly, Chair  
Tim Brunton, Municipality of Magnetawan  
Wendy Whitwell, Township of Armour  
Kelly Elik, Township of Strong  
Jennifer Farquhar, AHCC Representative  
Barb Belrose, Village of Sundridge  
Margaret Ann MacPhail, Township of Perry  
Melanie Atkins, MENDM  
Delynne Patterson, Township of Ryerson  
Ron Begin, FedNor  
John Wilson, Village of Burk's Falls  
Peter McIsaac, Municipality of Powassan

Regrets: Brenda Scott, Village of South River

Staff: Dave Gray, Director of Economic Development  
Ciara Stead, Communication & Marketing Officer  
Jeannette Smith, Administrative Assistant  
John Theriault, Township of Armour  
Nicky Kunkel, Village of Burk's Falls

**Call to Order**

The meeting was called to order at 6:00 pm.

**Minutes**

The minutes of the meeting of Monday, February 25, 2021 meeting were adopted, as circulated.

## **Director of Economic Development (DED) Report**

The ACED Board reviewed the March report from the Director of Economic Development.

The Director's report covered the following items;

1. The Director wanted to give recognition to his team and the Chamber of Commerce for the work they did on International Women's Day and businesses who jumped on board with prizes. Forty-two nominees were received, which will be showcased on Facebook and newspaper ads throughout the next month.
2. An update on core activity tracking, which lists what the department has done over the past month. The update included that ACED has assisted in 2 start up files, 1 expansion file, 21 referrals to supportive programs, 3 COVID related assists, 5 digital main street interactions and 6 general assistance.
3. An update on the current files and projects which include the BR & E by industry, the digital main street program, business support events, partnerships with the Chamber of Commerce, regional recreation support, regional brand strategy implementation, agricultural strategy implementation, the Great Taste of Ontario Road Trip, the ACED participation in the Almaguin's health discussions and the healthy communities initiative.
4. Staff are working with Blue Sky Net to provide municipally specific overviews of broadband gaps. Staff will work with municipalities to review the Broadband Connectivity Road map and support any identified action that will encourage their readiness for infrastructure deployment. A new interactive tool will be available shortly which will show internet access for specific properties.
5. A company is presently looking in developing transportation options in our area. It is a promising lead which could bring shuttle service to run along Highway 11 and feeder busses to connect communities throughout the region.
6. The Board discussed the Staycation in Almaguin proposal, which is a proposal to partner with the Almaguin municipalities and businesses to bring itineraries and activities to Almaguin so that residents can find things to do in their area without having to travel during the COVID-19 pandemic. ACED staff presented the proposal, which has the support of the Almaguin Regional Recreation Committee. The Board passed a resolution supporting the proposal, recommending that all partner municipalities support the project with a monetary contribution and approved a \$2,000 contribution to this project.

## **Updates**

### **FedNor**

FedNor is conducting business as usual and is presently completing year end.

## NOHFC

Much the same for NOHFC, completing year end. Fell free to contact if help is needed.

## **Resolutions**

1. 2021-010 – Moved by Kelly Elik; Seconded by Barb Belrose;  
Be it resolved that the Almaguin Community Economic Development Board approve the minutes of February 25, 2021, as circulated. Carried
  
2. 2021-011 – Moved by Wendy Whitwell; Seconded by Jennifer Farquhar;  
Be it resolved that the Almaguin Community Economic Development Board has received, reviewed and supports the Staycation in Almaguin proposal and encourages all members to consider supporting the project with a \$1,9—financial contribution. Furthermore, the Board approves a \$2,000 contribution from the ACED budget to support the Staycation in Almaguin proposal. Carried

## Adjournment

3. 2020-012 – Moved by Barb Belrose;  
Be it resolved that the Almaguin Community Economic Development Board adjourn the March 15<sup>th</sup>, 2021 ACED meeting at 7:07 p.m. Carried

The next meeting will be April 19, 2021 at 6:00 p.m. If this changes, members will be advised.



# *Chief Administrative Officer Quarterly Report*

*April 2021*

## **Mission Statement**

*“We are committed to the provision and promotion of services that assist individuals in attaining an optimum quality of life and that contribute to the well-being of the community.”*

DATE OF COUNCIL MTG.	Apr. 20/21
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## ADMINISTRATION - Tammy MacKenzie, CAO

Happy Spring!

### Provincial Budget

The Ontario provincial budget was released on March 24<sup>th</sup>. As predicted this budget has a strong focus on protecting people's health and protecting our economy. Included in this package is a summary of the provincial budget prepared by Mitzi Dinsmore, CFO and will be discussed at our Board meeting.

### Ontario By-Name List

In March 2021, the Ministry of Municipal Affairs and Housing (MMAH) communicated to DSSAB/CMSMs and sector organizations its intention to introduce By-Name Lists across Ontario in 2021 (letter enclosed).

A By-Name List is an ongoing real-time list of people experiencing homelessness in a community. It can be used to connect people to a range of housing options and supports. MMAH will require us to begin developing a By-Name List in April 2021. In the coming months, Pamela Nelson, Manager, Housing & Integrated Services will provide this Board with further information on our plan locally.

### Social Services Relief Fund 3

The Parry Sound DSSAB will receive an additional \$949,103 in provincial funding through a third phase of Ontario's Social Service Relief Fund (letter enclosed). SSRF is intended to mitigate the continued impact of the COVID-19 pandemic on the homelessness sector. The additional funding will allow Service Managers to maintain, monitor and improve infection prevention control and offer stability with our vulnerable population by providing direct supports (food security programs, housing allowances, supports for vital community partners).

### COVID-19

I am very pleased to share that we have been contacted by Public Health to support them in collecting the information necessary for those staff wishing to be vaccinated against COVID-19.

As such, we have collected the requested information required by the Health Unit which includes contact information and consent forms from our staff who wish to receive the vaccine. Vaccination is not mandatory and not a requirement of the DSSAB therefore we are not aware of the number of staff who receive the vaccine.

The DSSAB has been chosen to participate in Rapid Antigen Testing for COVID-19. This is an additional screening tool to keep COVID-19 out of our workplace. Our employees involved in congregate living settings are eligible to participate in the testing. Participation in the Rapid Antigen Testing is voluntary and is not required by the DSSAB, however we encourage eligible staff to participate.

To administer these tests, we have partnered with the West Parry Sound Health Centre through their Community Paramedicine program and Nurse Practitioner-Led Clinics to have onsite testing twice a week for our congregate living staff. We are very pleased to have this access to this next level of COVID-19 screening.

### NE LHIN

On March 17<sup>th</sup>, I was very pleased to be invited to a meeting with the NE LHIN and select community partners to identify funding priorities for mental health and addictions with a very short turnaround requested. The purpose of this meeting was to consult service partners on their draft proposal and to receive feedback on gaps or oversights. The outcome of this meeting is being used as feedback that will inform a final proposal being prepared by Ontario Health (North) / NE LHIN. I left this meeting feeling very confident that our District's voice was heard.

### NOAH Project Update

- Project is currently on schedule
- Structural walls (interior exterior) for levels one and two will be completed by March 29<sup>th</sup> with pre-cast slab (third floor) installation to follow.
- Third floor precast slab installation anticipated to be complete by April 9<sup>th</sup>
- Installation of interior partitions underway on first floor with mechanical electrical rough ins to follow
- Rough grading of the parking lot and storm water management pond underway; the early spring weather has provided an opportunity to advance construction in these areas
- The berm required by CN is in place with rough contours established, the drainage ditch on the west side of the berm has not been established
- The sanitary sewer line and connecting manhole have been installed to the north west corner of the lot, ready for connection to the sewer extension when installed

### Opportunities:

- The early spring weather is providing a window of opportunity to undertake site work and grading as well as speeding up building envelope construction

Enclosed in this package is a detailed report prepared by Housing Services Corporation (HSC).

## COMMUNICATIONS - JJ Blower, Communications Officer

### Social Media



I hope that by now you have all connected with us on Facebook! This continues to be a great tool for us to share information with the community, and to share resources that are available from our other community partners. Links to our Facebook pages can be found below:

- [District of Parry Sound Social Services Administration Board](#)
- [Esprit Place Family Resource Centre](#)
- [EarlyON Child and Family Centres in the District of Parry Sound](#)

<b>District of Parry Sound Social Services Administration Board</b>	<b>Feb. 1 - Mar. 2, 2021</b>	<b>Feb. 24 - Mar. 23, 2021</b>	<b>% Change</b>
Total Page Followers	77	103	34%
New followers this period	69	46	-33%
Post Reach this period (# people who saw post)	5977	8699	46%
Page Views this period	300	156	-48%
Post Engagement this period (# reactions, comments, shares)	500	698	40%
<b>Esprit Place Family Resource Centre</b>	<b>Feb. 1 - Mar. 2, 2021</b>	<b>Feb. 23 - Mar. 22, 2021</b>	<b>% Change</b>
Total Page Followers	39	40	3%
New followers this period	34	1	-97%
Post Reach this period (# people who saw post)	1584	634	-60%
Page Views this period	135	28	-79%
Post Engagement this period (# reactions, comments, shares)	284	166	-42%

### Media Coverage

Over the last month, we've had several calls from media requesting comment on a variety of issues. Interviews were conducted verbally and in writing by the Communications Officer, after consultation with the CAO and appropriate department Manager.

The first was an article written by John McFadden, Indigenous Issues Reporter. Mr. McFadden, as well as several other reporters who pick up these stories locally, write for the Local Journalism Initiative which means that the articles are published in several different regions. For example, this article was published locally in Parry Sound, North Bay, and also in the Toronto Star online (as well as possibly others). Mr. McFadden approached the DSSAB looking for comments regarding an article focusing on MPP Norm Miller's kudo's to Indigenous population for keeping COVID-19 at bay. Click [HERE](#) to view this article online.

There were also two separate articles published this past month on the NOAH project. These interviews were prompted by the Journalists viewing the Municipality of Powassan's Council meeting in which Ms. MacKenzie and Mr. Zanussi attended virtually with an update on the project. Please click on the articles below to view them:

- [50-Unit seniors' complex in Powassan expected to open in late fall](#)
- [Housing build a 'monstrous' benefit for Powassan](#)

#### **"The DISTRICT" – Internal Staff Newsletter**

I'm excited to announce that we will be starting an internal staff newsletter, and I'm happy to be reviving the name "The District" from a newsletter of a similar kind from years ago! In each edition of The District, we will highlight one of our teams that has gone over and above, and has made a significant impact on our clients, families, staff and community! We know that all of our DSSAB staff is incredible and over the next few (monthly) installments we hope to shine a light on each program area and the great work our staff is doing. The past year has been challenging for everyone, including our child care heroes, and so this month we will highlight our Children's Services team. The newsletter also allows us an opportunity to share news, events and provides us with a great tool to introduce new staff.

#### **NOAH Project – Marketing & Communications Efforts**

During the past month, discussions have taken place regarding the need for a marketing & communications plan for the NOAH project, to begin to fill units once able to do so. Rental rates have not yet been set for the units, so there is a need for a phased approach to this plan. Collaboration with the NOAH Board will be encouraged, and I've already met virtually with one of their Board members to discuss ideas. More to come on this in next month's report.

## HUMAN RESOURCE MANAGEMENT - Danielle Villeneuve, Manager

COVID-19 continues to dominate our focus and our time in the world of Human Resources. Looking at rapid antigen testing, scheduling eligible employees for vaccination clinics and staying on top of changes to regulations and legislation have been big time consumers lately.

### Accessibility Standards Canada

On March 11, 2021, Accessibility Standards Canada updated its resources page to provide accessibility guidelines for COVID-19 or other emergencies. These guidelines offer practical information for persons with disabilities, including employees, and employers on a range of topics (some of which are shown below). We are in the process of reviewing these guidelines and their potential use at the DSSAB.

Accessible practices for returning to the workplace addresses accessibility barriers that may exist for employees with disabilities when returning to the workplace. It sets out a number of recommended practices, including those related to scheduling, cleaning, physical distancing and workstations, for employers to implement in consultation with employees.

Best practices for accessibility when working from home highlights a number of the different barriers that working from home presents, including those related to equipment, scheduling, and accessibility of online meetings, and provides practical tips for how to address these barriers.

Accessible communication during COVID-19 and other emergencies provides a guideline for persons with disabilities is a resource aimed at addressing communication barriers that may arise during an emergency. Among other things, it encourages persons with disabilities to develop a communication plan that includes a personal support team, and an alert system to stay informed.

### Workplace Screening Updates

On March 9, 2020, the Ontario government again updated its "COVID-19 Screening Tool for Businesses and Organizations (Screening Workers)" tool.

The screening questions now ask if the person using the tool is experiencing "one or more" of the listed symptoms (previously, it was "any one" of the listed symptoms).

More significantly, the screening questions now ask if, "in the last 14 days, have you [the worker] or anyone you live with travelled outside of Canada?" If the employee answers "yes" to this question (i.e. either they or someone they live with have travelled outside Canada within 14 days), they should not enter the workplace and should immediately stay home to self-isolate and contact Public Health for further instruction.

The screening questions also now ask if "anyone you [the worker] live with is currently experiencing any new COVID-19 symptoms and/or waiting for test results after experiencing symptoms." If the answer to this question is "yes", the employee must "stay home until the sick individual gets a negative COVID-19 test result or is cleared by their local public health unit". If the choice is made to not obtain the test, the employee must self-isolate with the members of their household for fourteen to twenty-four days.

### Service Milestones

This quarter we celebrated the following service milestones:

20 years of service: 1 employee    15 years of service: 4 employees    5 years of service: 3 employees

We welcome and congratulate individuals who are new employees of the DSSAB or employees who have changed positions temporarily or on a permanent basis.

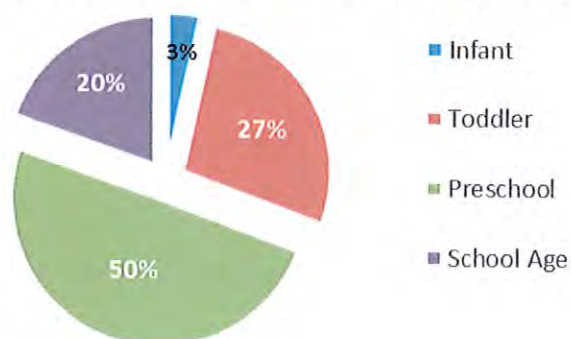
*Congratulations*

## DIRECTLY OPERATED CHILD CARE PROGRAMS - Brenda Wiltshire, Manager

### Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District February 2021						
Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18m)	N/A	N/A	1	1	8	10
Toddler (18m-30m)	10	16	12	24	17	79
Preschool (30m-4y)	20	16	20	39	49	144
School Age (4y-12y)	24	N/A	N/A	2	31	57
# of Active Children	54	32	33	66	105	290

Percentage of Children By Age Group



Directly Operated Child Care WaitList  
By Program



Directly Operated Child Care Programs have been exploring ways to transition programming outdoors as the weather begins to warm up. This transition will include moving activities outdoors, exploring the changes in seasons and all the exciting learning opportunities this time of year brings.

As we move forward with this task, the educators are being mindful of the terminology that is being used and are striving to refer to the outdoor spaces as outdoor classrooms to reinforce to families that the additional time spent outside is full of learning opportunities. One centre is creating an outdoor classroom committee which will be chaired by one of the educators that has a passion for outdoor learning.

The Ministry of Education continues to send supplies of PPE including medical grade masks and face shields as frontline staff are required to wear PPE while in program as well as other areas of the premises. Attendance in all programs continues to be maintained as more businesses re-open and parents are recalled back to work.

Child Care staff and Home Child Care Providers have been identified to receive their vaccines during the Provincial Phase II roll-out and we are awaiting notification that staff can begin to attend a local clinic if they choose to be vaccinated.

Regulatory amendments to the *Child Care and Early Years Act*, has led to some alterations in the child care licensing requirements that are currently being addressed through the Directly Operated Child Care Policies and Procedures. Examples being the addition of enhanced cleaning protocols, expanded regulations for staff, placement/summer students and volunteers obtaining Vulnerable Sector Checks, and increased health and safety reporting to the child care licensing branch of the Ministry of Education.

The Home Child Care Program has introduced the HiMama app to all child care providers and families with the launch scheduled for the end of March. We are anticipating the same overwhelming success that the child care centres have experienced.

### Inclusion Support Services

Inclusion Support Services Stats for February 2021							
Age Group	EarlyON	Licensed Early Learning & CCC's	Monthly TOTAL	Year-to-Date TOTAL	Waitlist	New Referrals	Discharges
Infants (0-18m)	0	0	0	0	0	0	0
Toddlers (18m-30m)	0	4	4	3	2	2	0
Preschool (30m-4 y)	8	25	33	38	5	1	2
School Age (4y+)	16	11	27	27	0	0	0
Monthly	24	40	64	-	8	3	2
Year-to-Date	25	40	-	69	9	11	2

The increased number of school age children remaining on the ISS caseloads is due to families requesting assistance to prepare their child to enter school in-person in September 2021. Regulatory changes to the *Child Care and Early Years Act* now requires all resourcing staff to be identified as Resource Consultants effective March 5, 2021.

The Resource Consultants are continuing in-person visits to the children in the licensed child care sector with additional PPE and enhanced hand hygiene practices. Visits are limited to one program per day when possible. Families accessing services through the EarlyON Child and Family Centres are receiving support virtually and through wellness calls. Currently the program is unable to offer Developmental Screening Clinics that have been so popular in the past.

## EarlyON Child and Family Programs

EarlyON Child and Family Centre for February 2021		
Activity	February	Year-to-Date
Number of Children Attending	0	0
Number of New Children Attending	0	0
Number of Families Visiting	0	0
Number of New Families Visiting	0	0
Number of Virtual Programming Events	20	50

The EarlyON Child and Family Program staff have been reaching out to families to provide support and well-being. In total 60 wellness calls were made during the month of February. There was a noticeable increase in requests from new families that are feeling isolated and concerned for the developmental well-being of their newborn infants. Social isolation is a great concern for families of very young children as they are not able to have grandparents and other family and friends support their journey as parents.

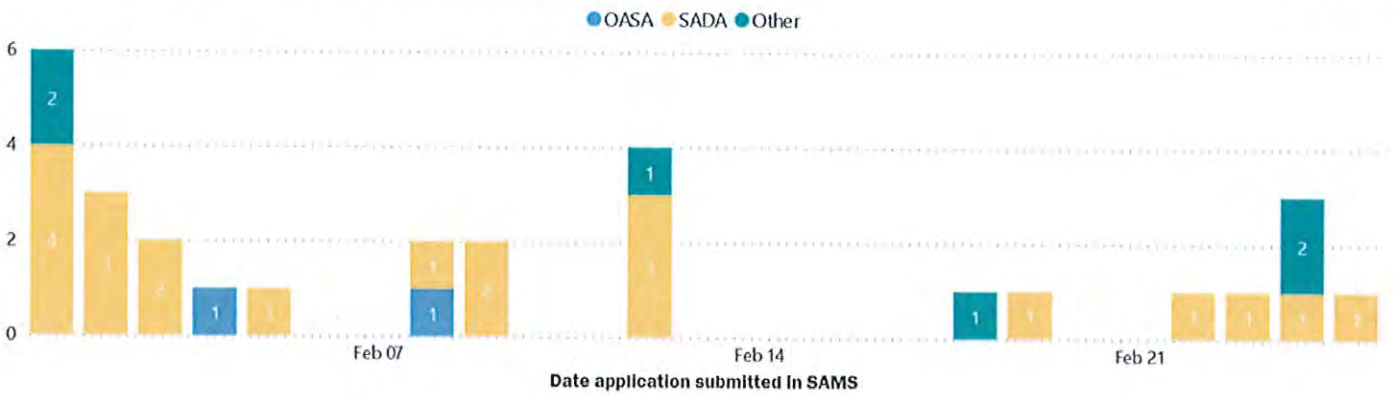
The launch of the new virtual Moms-to-Moms support group was held on March 17<sup>th</sup> with great success. Six new moms from across the District of Parry Sound joined via TEAMS and the meeting was co-facilitated by the EarlyON facilitator and a Handsthefamilyhelpnetwork Great Beginnings facilitator. This group will continue to meet weekly for the next while and plans are already being made to expand the meetings in the Fall to meet the needs of more rural and isolated families that are unable to attend our regular in-person programs.

One of the bright spots that the pandemic has created for the EarlyON program is showing how easily we can expand the reach to isolated families and more rural communities than ever before. The program staff will be continuing the virtual programming platform created on Facebook and are now exploring how to reach families where they live through mobile outdoor programs that will travel to communities where indoor facilities are not available.

## ONTARIO WORKS - Jeff Degagne, Manager

### Social Assistance Digital Application (SADA) & Centralized Intake - February 2021

Cases with an Ontario Works application that has been submitted in SAMS



#### Ontario Works applications

2 ▼

Average received per business day

29

Received Feb 2021

#### Emergency Assistance applications

1 ▲

Average received per business day

17

Received Feb 2021

#### Average number of business days from screening to grant

3.5 ▼

Ontario Works

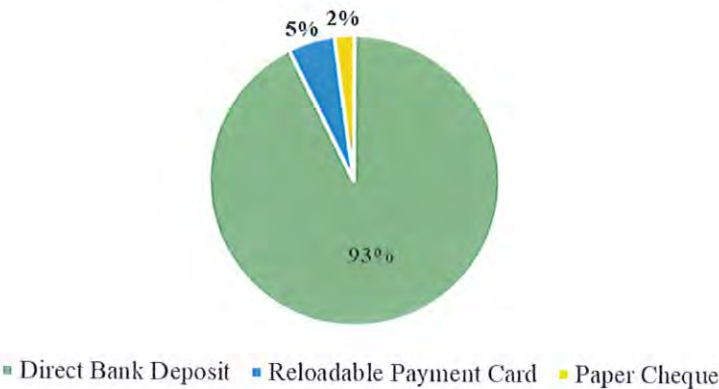
0.1 ▼

Emergency Assistance

### CHPI Spending - Social Assistance

	Community Homelessness Prevention (CHPI) Applications February 2021	Amount Spent	Community Homelessness Prevention (CHPI) Applications February 2020	Amount Spent
Parry Sound	OW - 4 ODSP - 1	\$3,200	OW - 7 ODSP - 7	\$9,949.39
South River	OW - 4 ODSP - 13	\$13,973.08	OW - 7 ODSP - 7	\$10,916.58
TOTAL	OW - 8 ODSP - 14	\$17,173.08	OW - 14 ODSP - 14	\$20,865.97

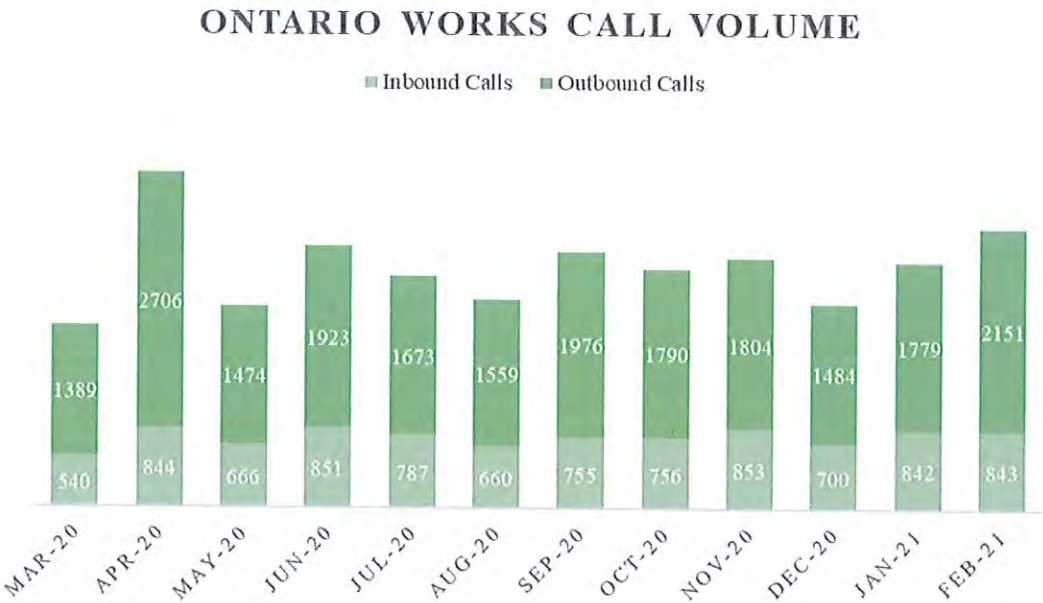
Payment Receipt Method-February 2021



MyBenefits

We now have **20.70%** of the caseload registered with the MyBenefits web service. 2-way messaging with clients as part of the service is going live for all OW offices as of June 21, 2021. On-boarding and training for our staff will be taking place over the next few months. 2-way messaging has been piloted in various OW and ODSP offices over the last several months.

Ontario Works Call Volume Statistics



Call volume for Ontario Works increased as the lockdown and stay-at-home orders took effect and were extended. We neared call levels close to those at the onset of the pandemic. This does not include other interactions such as texting, email or virtual meetings.

## Ontario Works Update

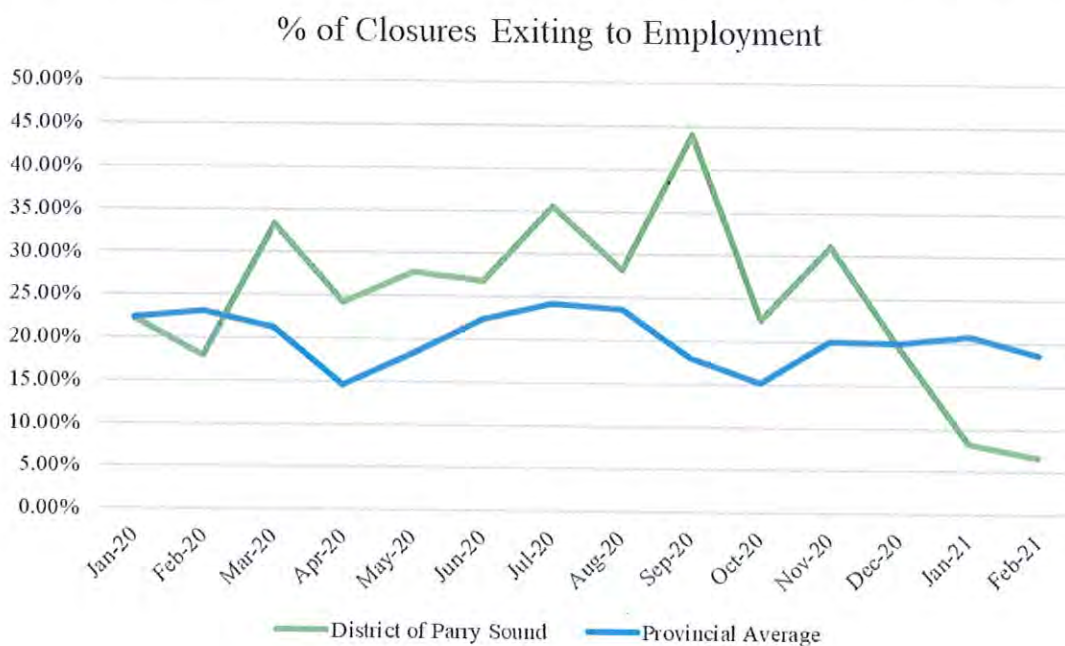
In early February, Minister Todd Smith announced the new vision for Social Assistance in Ontario, the Social Assistance Recovery and Renewal Plan. The new vision for social assistance aims to create an efficient, effective and streamlined social services system that focuses on people by connecting them with a range of local services and supports that respond to their unique needs and address barriers. The province will be working with CMSMs and DSSAB partners over the design and implementation of this vision. Work will begin on this plan in Spring 2021 and continue through 2024.

A crucial piece in this plan is the Centralized Intake Prototype. Our work with the Province continues in this area. Many developments have happened over this period. I continue to meet weekly with the Joint Project team and internally with our Mod Squad. A SAMS Update that included e-signature capabilities for the SADA (Social Assistance Digital Application) and increased functionality of the RBED (Risk Based Eligibility Determination) took place in February. There are now a total of 15 sites participating as 7 of the Employment Services Transformation sites were on-boarded in February.

We continue to play a leadership role in this area, participating as a mentor site in Phase 3 on-boarding of the next 5 sites for Spring 2021. OW management and staff have participated in a research project on the scope of Centralized Intake, the findings of which will be used to continue to further refine the process and improve the client and staff experience. I have also been involved in discussions on administrative changes with the Form 1 as well. Our previous work on intake and our client focused approach positions us as a leader in this initiative and allows us a voice at the table during this important time in the evolution of Social Assistance in Ontario.

The Ontario Works caseload continues to be below our typical averages as we continue to navigate the pandemic. This is likely to continue as federal supports such as the Canada Recovery Benefit are expected to continue through September 2021.

The Labour Market Group has held several virtual consultations during 2021. The Local Stakeholder Consultation was held on January 26<sup>th</sup> via ZOOM. The key takeaway for 2020 was that job postings in 2020 in the District of Parry Sound held steady in spite of the pandemic and in some cases higher than the 4-year average. It remains to be seen what the impacts will be as 2021 progresses since January's postings were down nearly 24% over the 4-year average, likely due to the lockdown and stay-at-home orders. This appears to be reflected in our Exit to Employment numbers for January and February as noted below:



The last consultation reviewed the impacts of COVID-19 on Ontario. I attended that session on January 28<sup>th</sup>.

Virtual Job Fairs were held in the Almaguin area on February 18<sup>th</sup> and a series of Job Fair events featuring local employers are taking place in West Parry Sound. Caseworkers are promoting these events to our clients.

Virtual programming in the South River office continues. The Individual Success Initiative and the Mothers Peer Network continue to be held monthly.

In early January, I participated in a session on Employment with other community partners as part of the development of the Almaguin Community Safety and Well-Being Plan.

The OW West Supervisor and I met with Stuart Morley, Executive Director of the Parry Sound Muskoka Community Network to discuss a pilot project for select OW clients to test the Starlink internet service at no cost to the client for installation or the monthly fee for 1 year. We are currently reviewing the OW case-load for appropriate clients.

The Social Assistance Mental Wellness Initiative pilot concluded at the end of February. This internet based CBT program ran since 2019 and was measuring the impact of these supports on the outcomes of Social Assistance recipients. Per capita, of the 29 sites that participated, we had one of the highest up-take of clients successfully accepted for the program.

At the start of 2021, the Ontario Works program began having bi-weekly Joint Meetings with our Homelessness Prevention Program to discuss and plan for mutual cases as well as brainstorm for other high-risk or high-needs cases. OW staff will be a regular fixture at the Midtown and Caswells projects. We are also working with HPP to enhance and further integrate our FIIT Asset Based Case Management tool to provide a simple-to-use case management tool and improve information sharing between the programs.

Both offices are working with their Employment Ontario partners on virtual programming for Ontario Works clients in April. OW West is partnering with the YMCA to hold a virtual Wellness Fair. The fair focuses on a variety of wellness topics such as fitness, stress management, healthy eating and financial planning. This event is taking place over four 2 hour sessions from April 6<sup>th</sup>-15<sup>th</sup>.

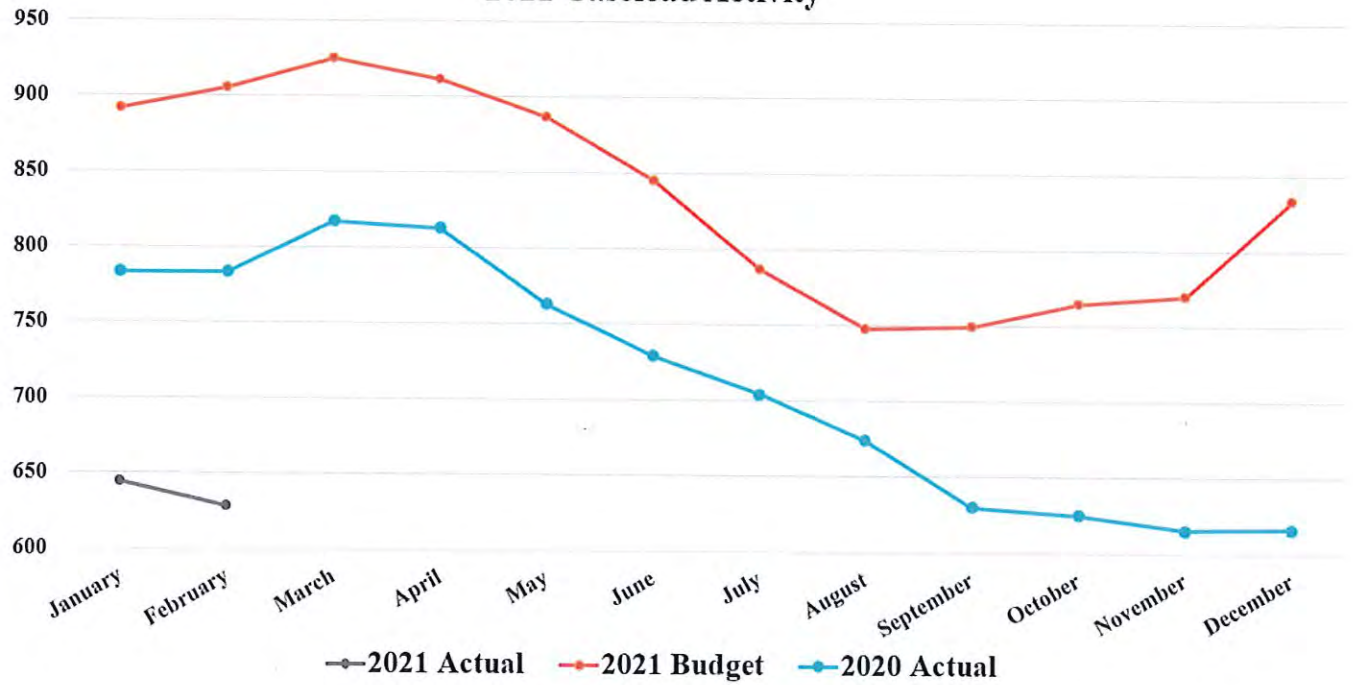
OW East is partnering with Agilec in Burk's Falls to offer Success Strategies. The focus on this workshop is Emotional Intelligence and translating that into the workplace. This virtual session begins April 12<sup>th</sup> and runs for 4 weeks.

### Integrated Reception

Call volume remained steady to our Integrated Reception staff. There was little change to call volume from the previous month.

February 2021	Inbound Calls	Outbound Calls	Total
Parry Sound	985	246	1,231
South River	397	92	477
TOTAL	1,382	338	1,720

### 2021 Caseload Activity

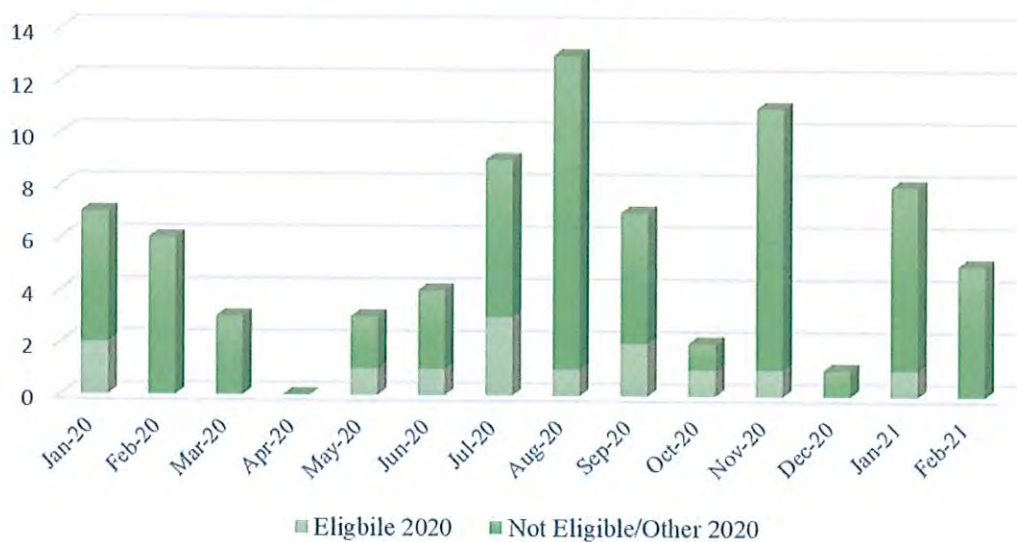


LEGEND	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2021 Actual	644	628										
2021 Budget	891	905	924	911	886	845	786	747	749	764	769	833
2020 Actual	783	783	817	813	763	729	704	674	630	625	615	616

## CHILD CARE SERVICE MANAGEMENT - Jeff Degagne, Manager

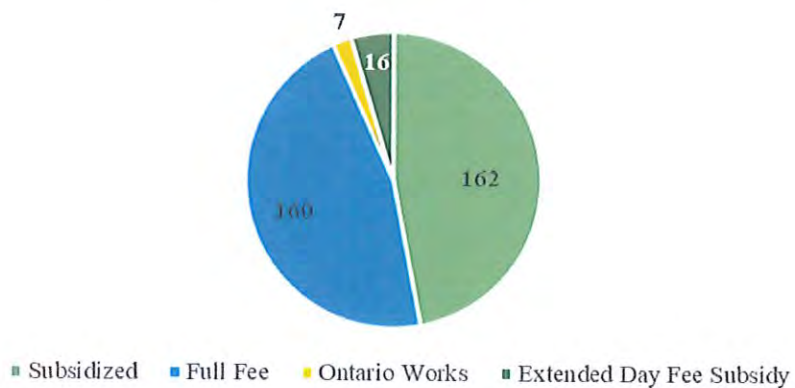
### OLAF

OLAF Fee Subsidy Applications



### Child Care Fee Subsidy Statistics for February 2021

Total Children by Funding Source in District



We continue to see small increases in the amount of families that are accessing licensed child care. **345** children and **324** families were served in **February 2021**. This is still well below February 2020 levels where we served **539** children and **499** families.

## Child Care Service Management Update

In partnership with Nipissing DSSAB and our School Board partners, Child Care Viability Surveys were sent to families in the District from March 1<sup>st</sup>-12<sup>th</sup>. The survey helps Service Managers and School Boards measure the demand for Before and After School programs locally and plan accordingly.

At the beginning of 2021, the Ministry of Education provided additional Re-investment funding to Service Managers to be used in conjunction with Safe Restart Funding. Locally we have been able to utilize this funding to support Child Care and EarlyON operators meet enhanced COVID-19 Health and Safety protocols, help Operators remain viable with reduced numbers and support families that may need to self-isolate because of COVID-19. Funding has been provided until March 31, 2021.

A webinar was offered to operators in the Parry Sound and Nipissing District on the Looksee Checklist (formerly the Nipissing District Developmental Screen). The webinar covers key features and formats, the development of the checklist, the benefits of monitoring and the administration of the tool.

On March 23<sup>rd</sup>, we offered a Mood Booster workshop through Starfish Synergies for our District Operators. The goal of the workshop was to uplift spirits and give participants strategies to be able to regulate and boost their mood during this stressful time.

We have recently taken over the billing process for our Directly Operated Centres. We had been supporting our Home Child Care Program with this function and we have now added the four centres to this. We met with our Directly Operated partners at the end of February to develop Joint Protocols that will assist in the differentiation of roles as we take on this endeavour.

## HOUSING & INTEGRATED SERVICES - Pam Nelson, Manager

### Housing Programs

Social Housing Centralized Waitlist Report - February 2021			
	East Parry Sound	West Parry Sound	Total
Seniors	9	96	105
Families	87	307	394
Individuals	286	208	494
Total	382	611	993
Total Waitlist Unduplicated			410

Community Housing Centralized Waitlist (CWL) 2020 - 2021 Comparison Applications and Households Housed from the CWL											
Month 2020	New App	New SPP	Cancelled	Housed	SPP Housed	Month 2021	New App	New SPP	Cancelled	Housed	SPP Housed
Jan	6	1	6	5		Jan	4		5	5	1
Feb	15		11	3		Feb	12	3	3	2	
Mar	10					Mar					
Apr	3		5	4		Apr					
May	1		8	2		May					
June	1		3			June					
July	5		13	2		July					
Aug	10		6	2		Aug					
Sept	4	2	6	3	1	Sept					
Oct	7	1	11	3		Oct					
Nov	4	1	1	2		Nov					
Dec	6	1	2	1		Dec					
Total	72	6	72	27	1	Total	16	3	8	7	1
** SPP = Special Priority Applicant**											

Housing Programs staff are settling into 2021 and our new structure of working from home, and rotating of-  
fice time. We are using Microsoft Teams regularly to stay connected with each other and to stay connected  
with our community partners.

Housing Programs has officially launched Rent Café internally to allow staff time to acclimatize to the data-  
base, upload information and identify errors. Our Housing Programs staff continue to work closely with Rent  
Café to ensure accuracy and efficiency of the program before we open the Online Portal.

Our program support staff are once again reaching out to applicants on the Centralized Waitlist to 'check-in'.  
While staff are updating their current information needed to maintain the accuracy of the waitlist, they are  
asking people how they are doing. They are ready to provide details on supports available within the DSSAB  
and within the community, i.e.: access to emergency assistance and/or food security programs. The feed-  
back has been positive as many indicate they appreciate the call.

A Request for Proposals has been released for the Ontario Priorities Housing Initiative Year 3 funding, with a closing of April 19<sup>th</sup>. Eligible projects must be non-profit/municipal/co-operative developments or partnerships, and be one of the following:

- New construction, including additions and extensions
- Acquisition and, where required, rehabilitation of existing residential buildings to maintain or increase the affordable rental housing stock
- Conversion of non-residential buildings or units to purpose-built rental buildings/units

### 2021 Rent Freeze

The Government of Ontario has passed legislation, *The Helping Tenants and Small Businesses Act*, to freeze rent at 2020 levels. This means that rents will not increase in 2021 for the vast majority of rented units covered under the *Residential Tenancies Act*. This includes all rent-geared-to-income units and market rent units in community housing, as well as any affordable housing units. Tenants who suffer a significant loss in income may also ask for a re-calculation and have their rent further reduced.

### Homelessness Prevention Program - Community Relations Workers

For the month of February 2021

#### Support

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

Income Source	East	West
Senior	6	3
ODSP	8	14
Ontario Works	0	3
Low Income	9	15

#### Intense Case Management

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

Income Source	East	West
Senior	4	7
ODSP	5	10
Ontario Works	2	6
Low Income	6	11

#### Contact/Referrals

February	East	West	YTD
Homeless	0	5	10
At Risk	0	2	8

#### Short Term Housing Allowance

Month	Active	YTD
February	9	15

#### Household Income Sources and Issuance from CHPI

Income Source	Total	CHPI
ODSP	4	\$405.76
Ontario Works	2	\$731.79

Reason for Issue	Total
Food/Household/Misc.	\$1,137.55

## Call Volume

### Community Relations Workers Calls

February 2021	Incoming Calls	Outgoing Calls	Total
Community Relations Workers (3)	25	123	148*

\* this does not include communication through Textbase/ email with clients and CRW's now have program related cell phones that do not track calls

### Assessment Case Workers

February 2021	Incoming Calls	Outgoing Calls	Total
South River	170	219	389
Parry Sound	141	215	356

Our Assessment Caseworkers have been adapting to the Ministry's new Centralized Intake Process (IBAU). Clients applying for Ontario Works are directed to a centralized location and then either referred back to the local office or granted Ontario Works and the local office will then assign a Caseworker.

Individuals who call looking for assistance but are not eligible for Ontario Works work with our Assessment Caseworkers before being referred to our Community Relations Workers. The ACWs assist in collecting banking, birth certificates, arrears letters, disconnection notices, etc... They provide that information to a CRW where assertive case management is implemented to work on finding a sustainable solution to their immediate situation.

Our Assessment Caseworkers are currently working from home and our Community Relations Workers are in the community providing outreach. We have our Case Support in office providing the team support and maintaining the structure to keep our program running effectively.

## The Hotel Project

The first quarter of 2021 has been an exciting time for the Homelessness and Integrated Services Department. In January, the HPP program rented 18 rooms at the Midtown Hotel in Parry Sound and in February, the program rented 4 rooms/4 cabins at the Caswell Resort Hotel in Sundridge. The program utilized funds through the Social Services Relief Fund 2 to give vulnerable participants who are experiencing homelessness a safe, supportive, temporary accommodation. During the stay, our Community Relations Workers will work with participants to engage supports and services in order to develop the tools needed to seek and obtain safe and affordable housing.

We have signed agreements with Community Mental Health Association, Community Para-Medicine and the Nurse Practitioner Led Clinic to provide supports and services along side our Community Relations Workers. Collaboration will allow our team to provide the supports and services necessary to improve quality of life, access to health care and to move participants from temporary accommodations to permanent housing.

The CAO, Manager and Supervisor attended four shift changes, between February and March, with the West Parry Sound OPP to share program details of the hotel project. The OPP have been invited to drop in during CRW business hours to further develop our working relationship and to be a visible partner with this collaboration.

***\*\* From January to March the Homelessness and Integrated Services Team were able to support and transition 7 individuals from the hotel project into securing safe, affordable and sustainable housing.***

## Social Services Relief Fund 1

April 2020 to December 2020 - \$860,400

Emergency Shelter Solutions	Housing with Related Supports	Homelessness Prevention	Services and Supports	Administration Fees (up to 10%)
\$145,462.15	\$18,900.00	\$112,500.00	\$497,537.85	\$86,000.00

### Emergency Shelter Solutions

Emergency shelter solutions include services and supports that provide relief or protect households / people who are experiencing homelessness. Emergency shelter solutions are expected to operate from a housing first and people-centred approach. It is also expected that there will be an eventual shift from reliance on emergency shelter solutions to preventative services.

- The DSSAB has accessed motels/hotels in the district to provide temporary emergency housing to our absolute homeless population
- Participants have identified that they are not able to couch surf as they may have prior to COVID

### Housing with Related Supports

The Housing with Related Supports service category includes activities such as providing operating funding for long-term and transitional housing, as well as supports related to the delivery of that housing. Long-term housing is housing that is safe and adequate, and available for the longer term. Transitional housing is housing that is provided for less than one year, which includes the provision of on-site or off-site support services to help individuals move towards independence and self-sufficiency.

- The DSSAB continues to provide short term housing allowances to eligible households

### Homelessness Prevention

This category includes services that assist households at risk of homelessness to retain their housing (such as landlord outreach and mediation, shelter diversion programs, emergency financial assistance in the form of payment of rental and/or utilities arrears).

### Services and Supports

Under this service category, various services and supports are provided to assist vulnerable or at risk clients with immediate relief or support in obtaining housing (e.g. outreach, case management, securing and retaining housing/shelter, discharge planning from provincial institutions/hospitals, wrap-around services, assisting food security programs, supporting the vulnerable population through community partners etc.)

## HOUSING OPERATIONS - Sharon Davis, Manager

Esprit Place Family Resource Centre

Emergency Shelter Services	February 2021	Year-to-Date (2021)
Number of Women who stayed in shelter this month	5	12  Number of women who stayed in the shelter this year who were unique to the shelter
	Those new to the shelter this year: <input type="text" value="1"/>	
	Those who have stayed and had prior stays in the year: <input type="text" value="0"/>	
	Those who have stayed and were carried over from last month: <input type="text" value="4"/>	
Number of Children Active in program this month	0	4
Number of New Admissions (Children) (unduplicated)	0	4
Direct Service Hours to Women (Shelter and counselling)	101	166
Resident Bed Nights (Women & Children)	92	287
Occupancy Rate	33%	48%
Days at capacity	0	1
Days over-capacity	0	0
Phone Interactions (crisis/support)	32	124

Outreach Services		
	February 2021	Year-to-Date 2021
Number of Women Served this Month	7	8
Number of Women Registered in the Program	7	15
Number of Public Ed/Groups Offered	0	0

<b>Transitional Support</b>		
	February 2021	Year-to-Date 2021
Number of Women Served this Month	14	26
Number of Women Registered in Program	4	18
Number of Public Ed/Groups Offered	0	0

<b>Child Witness Program</b>		
	February 2021	Year-to-Date 2021
Number of Children Served this Month	3	9
Number of Children Registered in Program	2	12
Number of Public Ed/Groups Offered	0	0

### Esprit Place Summary

Between the months of January and March, Esprit supported 2 women and 3 children in securing housing as well as 1 in finding a room rental. 3 successful Special Priority Program applications were also completed. This allows women who are fleeing an abusive domestic violence situation to have priority on the Centralized Waitlist for Community Housing.

Esprit Place has been using a combination of shelter beds as well as hotel rooms in order to triage women – when a woman has come from out of our public health district, a hotel room is secured until COVID-19 test results are obtained. When a woman doesn't pass the COVID-19 screening tool, a hotel room is secured until test results are obtained. When a woman passes the screening, intake is completed right away and the woman/family isolates in their bedroom until test results come back negative. We now have a consent form in place to allow the assessment centre to release test results directly to the shelter which allows for a faster transfer of information necessary for the shelter to move forward with the women we serve.

Esprit has received over \$90,000 in Federal COVID-19 relief funds for support throughout the past year, as well as a grant from Women's Shelters Canada, of \$25,000.

These funds have gone towards many health and safety upgrades to spaces, as well as equipment, supplies, hotel rooms, and transportation all to support women through the pandemic.

We look forward to a time when women staying in shelter are allowed more freedom to spend time within the community and enjoy beaches and parks with their children.

Staff have participated in training recently including a day on the topic of Borderline Personality Disorder, First Aid/CPR, Providing Services Virtually, and many webinars on related topics.

Parry Sound District Housing Corporation

Activity for Tenant and Maintenance Services - February 2021

Action	Current	Year-To-Date
Move outs	0	1
Move ins	0	3
L1 Forms	0	0
N4 – Notice of eviction for non payment of rent	0	0
N5 – notice of eviction for disturbing the quiet enjoyment of the other occupants	0	0
N6 - Notice of eviction for illegal acts or misrepresenting income (RGI)	0	0
N7 –notice of eviction for willful damage to unit	0	0
Repayment Agreements	3	6
No Trespass Order	1	1

Tenant Services	
Wellness Check-ins	44
Paramedicine	7
Tenant Home Visits	1
Wellness Checks @ 7 buildings	

Maintenance		
Pest Control	8	8 buildings monitored monthly
Vacant Units	3	family (1); single (2)
Work Orders	54	work orders created for maintenance work and related materials
After Hours Calls	6	6 after hours calls in February; 6 staff participate in the weekly on call rotation

### Tenant and Maintenance Service Summary

The first quarter has been busy in Tenant & Maintenance Services. All of our office staff have now transitioned to working from home, either on a full-time or part-time basis. This has been an adjustment as we are a very busy program which requires a lot of collaborative communication and problem solving. The team has adjusted well and has taken to the Teams platform with enthusiasm.

Our new van arrived! The team is so excited to have a new set of wheels with full stow & go seating. This makes transporting supplies and purchases so much easier. A shout out to team members who received their 5 year and 20 year pins.

Did you know that collectively in Tenant & Maintenance Services (10 people) we have 121 years of service?!

### Tennant Services

The Community Relations Workers (CRWs), along with our Custodians, continue to reach out to our vulnerable tenants by performing wellness checks. We have also made sure to get in touch with those 80 years of age and older, in all of our buildings, to see if they require assistance registering for the COVID vaccine. To date, the CRWs have assisted 2 people with registration. The semi annual newsletter was sent out to all LHC tenants. As we can't provide tenant education or engagement in the same manner as we used to, the Spring newsletter included a contest for adults and one for children. Adults have a chance to win a \$25 grocery gift card and all children, who participate in the colouring contest, will receive an Easter goodie bag full of arts & crafts supplies and maybe a treat or two!

### Maintenance

The pandemic has certainly made things interesting in the maintenance division for sourcing suppliers, contractors, and appliances!! Our maintenance clerk is constantly in touch with local contacts to source new appliances however, like most things, it seems to be a 3 plus month wait. Our agency supplies fridges & stoves to all single units as well as all washers and dryers for each multi-unit building. Annual Spring Fire inspections have commenced. Our Maintenance CRW has been busy working with the local Fire Prevention Officers and Fire Chiefs, in each Municipality, to update the Fire Plans and inspect all of our multi-unit buildings, apartments and townhouses. Two of our buildings have had their smoke detectors upgraded to new combination units. In replacing the smoke detectors and the plug-in CO detectors, we hope to eliminate after hours calls to replace a dead/dying battery. Replacement also helps with inventory tracking and future budgeting. Upon tenant move-out, our plan is always to update the units be it receptacles and lights, bathroom renovations, life safety systems, floors & windows or kitchen upgrades.

Our maintenance team is just wrapping up this unit with a beautiful kitchen upgrade:



## Capital Projects Summary

At the beginning of February, Roselawn Blvd. apartment complex in South River required emergency repairs on the sewage pumps.

True Steel Security have been busy installing security surveillance cameras across the east side of the district.

The electrical panels in Magnetawan were required to be updated to Square D panel boards; this will be an ongoing project.

118 Church Street received an update by changing out the in-house smoke detectors to monitored heat detectors.

Drawings are in the works for the design of the roofs and decks that are planned to be tendered early to late spring and installed at William and Addie Street family homes.

A complete abatement of asbestos has begun in one of the family units. This is an extensive project to include spray foam insulation in the basement, updating the smoke alarms, ensuring the home is up-to-date with the building code and updated electrical boxes.

Some challenges within the Capital Program are contractors being swamped and building costs have gone up astronomically since the beginning of the pandemic.



# Five Year Strategic Plan

Project Introduction & Engagement Strategy

April 8, 2021

DATE OF COUNCIL MTG.	Apr. 20/21
AGENDA ITEM #	8.3



# Outline

1. Introductions- HSC
2. Scope of Work
3. Engagement Strategy
4. Timelines



# Introductions

# Housing Services Corporation

- Established in **2002** by the Province
- Serves **1,400+ providers** and **47 service managers**
- **Power of the Group**
- **Non-profit, No government funding**
- **Ontario stakeholder Board**

## Business Model:

- No government funding
- Fee-for-service revenue
- All providers → equal, affordable access to HSC services

# HSC Services

## Power of the Group

- Economies of scale
- Controls costs, maximizes dollars
- Programs driven by Service Manager & provider needs, advisory groups
- Value-adds not available elsewhere

## Group Insurance

- Insured Assets: \$28.3B
- 617 providers, 170,000 units

## Natural Gas Purchasing

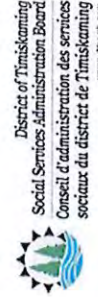
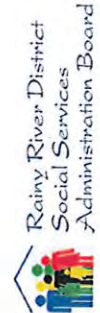
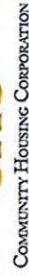
- \$21M/year (~90M m<sup>3</sup> gas)
- 44 providers, 94,000 units

## Investments

- \$520M AUM
- >800 providers in Ontario

## Strategic Support

# Our Clients



# HSC Project Team



Judy Lightbound  
Managing Director



Lisa Oliveira  
Senior Housing  
Consultant



Jennifer McMahon  
Project Manager



Jeff Herrle  
Manager, Marketing &  
Communications

# Scope of Work

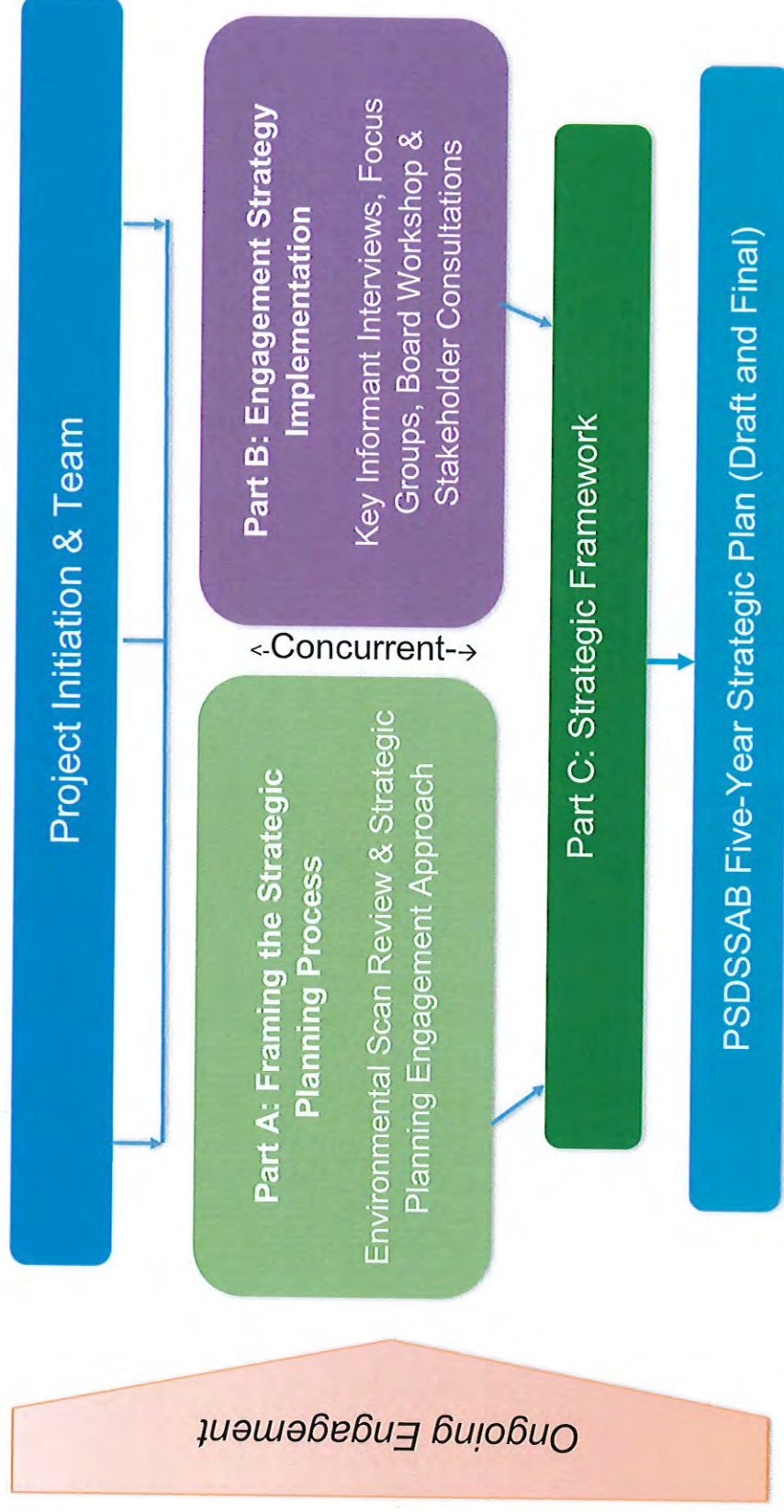
# Strategic Plan Objectives

- **Create a foundational document** which grounds the organization's identity, profile and brand,
- **Establish a framework** upon which departmental and program priorities can be aligned to the PSDSSAB's core vision and mission,
- Establish focus areas and **long-range and short-term priorities**,
- Assist with local decision making - **prioritizing and allocating new program and/or funding** dollars as may be announced by federal or provincial governments,
- **Support and manage change** within the organization and in response to social services modernization, changes in the local economy and regulatory environment, and
- Demonstrate effective **stewardship and public accountability** in the District.

# Strategic Plan Process Outcomes

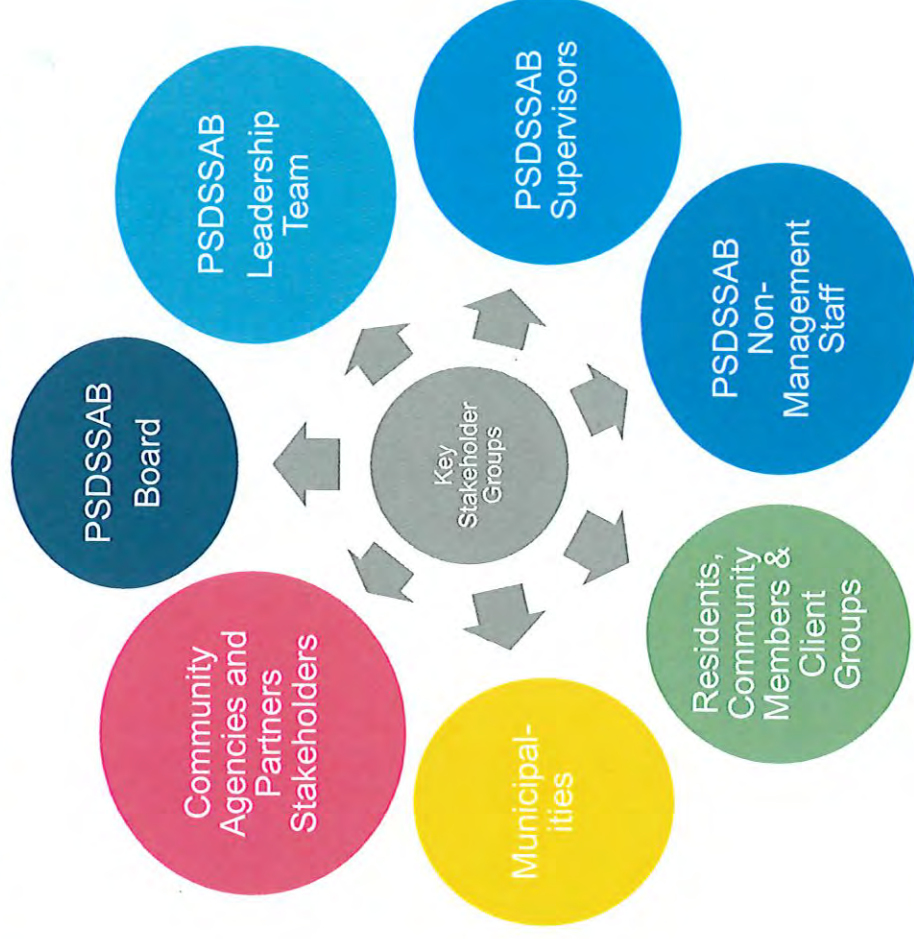
- A **comprehensive five-year strategic plan** that establishes the organization's mission, vision, values and service principles, and its long-term direction and aspirations for all service areas.
- Through a comprehensive **engagement strategy**, ensure a shared understanding of the PSDSSAB's vision, mission, values and guiding service principles;
- An **implementation framework** that provides a guide for the day-to-day operations of programs and services, including prioritizing investments and opportunities to pursue; and
- A **performance measurement matrix** to achieve the Plan's goals and to gauge the progress of each objective in the Strategic Plan.

# Project Approach



# Engagement Strategy

# Stakeholder Engagement



# Stakeholder Engagement- PSDSSAB Board

## Key Informant Interviews

- Individual PSDSSAB Board Member Interviews (Teleconference or Zoom)

## Virtual Session

- Group PSDSSAB Board Session (Facilitated Consultation)

## Finalizing the Plan

- Strategic Plan Presentation

# Stakeholder Engagement- Community Agencies and Partner Stakeholders

East Side  
of the  
District

- Stakeholder Consultation
- *Virtual Engagement Session*

West Side  
of the  
District

- Stakeholder Consultation
- *Virtual Engagement Session*



# Stakeholder Engagement- Municipalities

## Municipalities

- Online Survey (including Townships without Municipal Organization

- Township of Nipissing
- Municipality of Callander
- Municipality of Powassan
- Township of Machar
- Township of Joly
- Town of Kearney
- Township of Perry
- Township of McKellar
- Township of Carling

- Township of Strong
- Township of Armour
- Township of Archipelago
- Municipality of Whitestone
- Municipality of Magnetawan
- Township of Ryerson
- Township of McMurrich/Monteith
- Municipality of McDougall
- Township of Seguin

- Town of Parry Sound
- Village of Burk's Falls
- Village of South River
- Village of Sundridge

# Stakeholder Engagement- Community

Residents  
of the  
District &  
Client  
Groups

- *Community Member Survey (includes client groups such as tenants, clients of the District, community resident)*

**Broad outreach-** Online & mailout surveys, program apps, newsletter, promoted through municipalities, social media, local media, news outlets

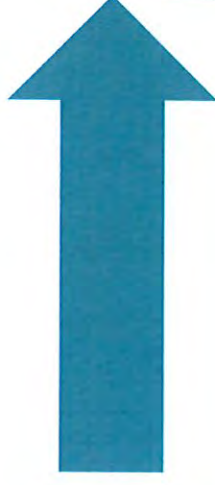
# Stakeholder Engagement- PSDSSAB Employees



Goal to engage all 185 employees  
across the organization

## Output from Part A & B

**Part A: Framing the  
Strategic Planning  
(Documentation Review)**



**Part B: Engagement  
Implementation**



**Part C:  
Strategic Plan  
Framework**



# Part C: Strategic Plan Framework



## Frames **Strategic Plan** elements:

- Vision, mission, values statements
- Framing principles
- Strategic priorities by theme and program
- Key objectives, activities and timelines.

## **Implementation Plan**

- Activities, timelines, leads, and partners

## **Evaluation Plan**

- Metrics and indicators to measure progress

## Public Information Webinar

Once the Strategic Plan is drafted, HSC to host an open public forum webinar to share the key elements of the Plan.



## Finalizing the Strategic Plan

- Preparation of Final Plan Document (including design layout and branding)
- Communication and dissemination strategy for Strategic Plan  
Dissemination to all District stakeholders
- Final draft Strategic Plan elements presented to the Board

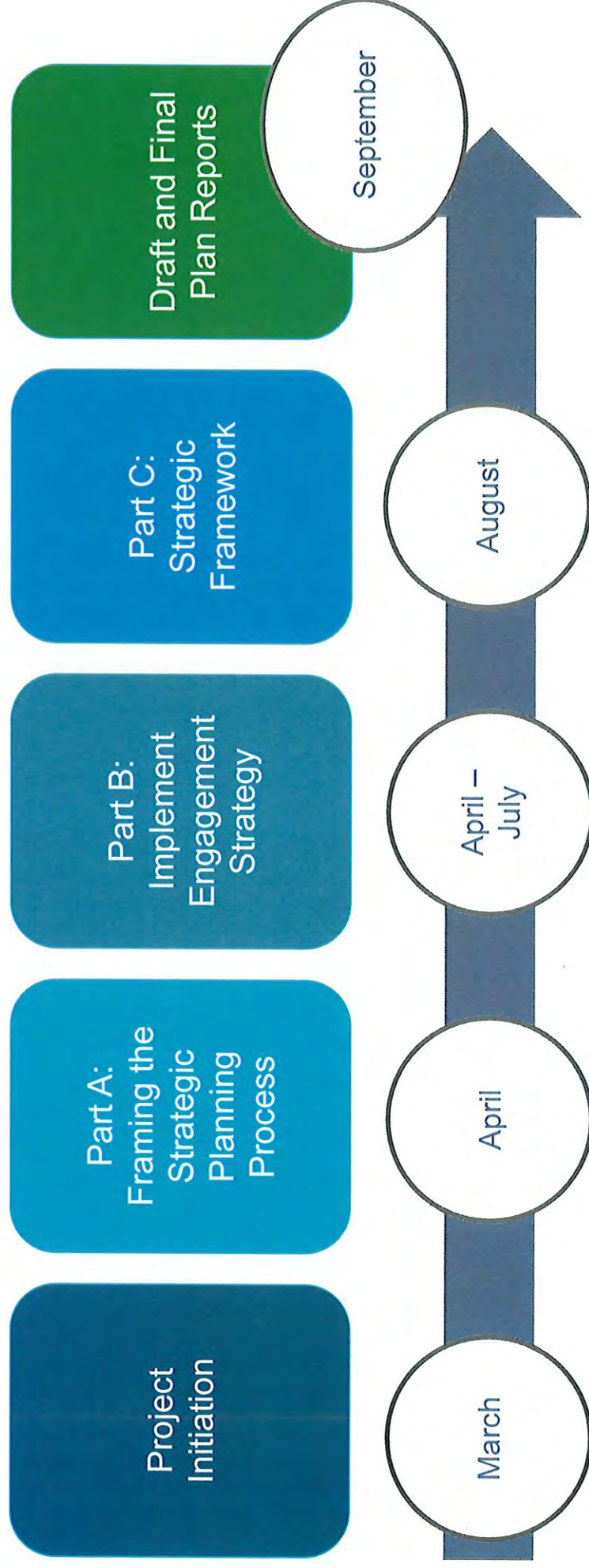


Launch of the  
PSDSSAB Five Year  
Strategic Plan



# Timelines

## Timelines



Thank You!



**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**FIRST** meeting of the North Bay-Mattawa Conservation Authority held at 5:30 p.m. on January 27, 2021 as an electronic meeting via Zoom.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Jane Lagassie	(5:31pm – 6:27pm)
Callander, Municipality of	-	Robb Noon	(5:36pm – 6:27pm)
Calvin, Township of	-	Dean Grant	(5:31pm – 6:27pm)
Chisholm, Township of	-	Nunzio Scarfone	(5:31pm – 6:27pm)
East Ferris, Municipality of	-	Pauline Rochefort	(5:31pm – 6:27pm)
Mattawan, Municipality of	-	Michelle Lahaye	(5:31pm – 6:27pm)
North Bay, City of	-	Dave Mendicino	(5:31pm – 6:27pm)
North Bay, City of	-	Chris Mayne	(5:31pm – 6:27pm)
North Bay, City of	-	Simon Blakeley	(5:31pm – 6:27pm)
Powassan, Municipality of	-	Dave Britton	(5:31pm – 6:27pm)

**MEMBER(S) ABSENT:**

Mattawa, Town of	-	Loren Mick
Papineau –Cameron, Township of	-	Shelley Belanger

**ALSO PRESENT:**

Ann Convery, Accounts payable Clerk  
Brian Tayler, CAO, Secretary-Treasurer  
Kurtis Romanchuk, Water Resources Engineer  
Helen Cunningham, Manager, Finance & Human Resources  
Madeleine Poitras, Database Management Technician  
Paula Scott, Director, Planning & Development/Deputy CAO  
Rebecca Morrow, Administrative Assistant  
Shawn Kozmick, GIS Specialist  
Sue Buckle, Manager, Communications and Outreach  
Valerie Murphy, Regulations Officer

**1. Approval of the Agenda**

The Chair welcomed everyone to the meeting and extended regrets on behalf of Shelley Belanger. After discussion the following resolution was presented:

Resolution No. 01-21, Grant-Mayne

**THAT** the agenda be approved as presented.

Apr. 20/21	#
8-4	DATE OF

**Carried Unanimously**

**2. Administrative By-law amendment**

Brian Tayler reviewed his report with the members. After discussion the following resolution was presented:

Resolution No. 02-21, Lahaye-Scarfone

**THAT** the changes to the Administrative By-Law as outlined in the Report from the Chief Administrative Officer dated January 22, 2021 be approved, and;

**THAT** the report be received and appended to the minutes of this meeting.

**Carried Unanimously**

**3. Annual General Meeting and Elections Discussion**

The members discussed the format for elections. This process is traditionally done in person and would allow for anonymous voting if required. The members discussed the possibility of voting via zoom, and the challenges it might present to members. It was decided to do a trial of the zoom voting app with all members to determine if it would work well for everyone. The date of the trial voting would take place at a date to be determined.

**4. Delegations**

No delegations.

**5. Declaration of Pecuniary Interest**

None declared.

**6. Adoption of Previous Minutes of November 25, 2020**

After discussion the following resolution was presented:

Resolution No. 03-21, Lahaye-Mayne

**THAT** the minutes from the November 25, 2020 meeting are adopted as presented.

**Carried Unanimously**

**7. Appointment of Solicitor**

Brian Tayler discussed the need to appoint a solicitor annually. After discussion, the following resolution was presented:

Resolution No. 04-21, Lagassie-Noon

**THAT** Russell Christie LLP is appointed as solicitor for the Conservation Authority for the year 2021.

**Carried Unanimously**

**8. Appointment of the Auditor**

Brian Tayler discussed the requirement to appoint the auditor on a yearly basis. After discussion, the following resolution was presented:

Resolution No. 05-21, Rochefort-Grant

**THAT** BDO be appointed as auditors for the Conservation Authority for the year 2020.

**Carried Unanimously**

**9. 2021 Banking and Borrowing Resolution**

Brian Tayler explained to the members that a Banking and borrowing resolution is required annually. After discussion, the following resolution was presented:

Resolution No. 06-21, Blakeley-Scarfone

**THAT** TD Bank be appointed to provide banking services for the Conservation Authority for the year 2021, and;

**THAT** staff are authorized to borrow from the TD Bank up to \$300,000.00 for the year 2021 for cash flow purposes.

**Carried Unanimously**

**10. 2021 Draft Budget – Referral to the Executive Committee**

Brian Tayler updated the members on the Draft 2021 Budget. After discussion, the following

resolution was presented:

Resolution No. 07-21, Mayne-Lagassie

**THAT** the 2021 Budget be referred to the Executive Committee for a recommendation to the Full Authority Board, and further;

**THAT** the next Executive Committee meeting be held via Zoom on a date to be scheduled.

**Carried Unanimously**

**11. Board Meeting Schedule for 2021**

Brian Tayler presented a report prepared by the Administrative Assistant regarding the 2021 Board of Directors meeting dates. After discussion, the following resolution was presented:

Resolution No. 08-21, Noon-Lahaye

**THAT** the Board of Directors sets the Board Meeting schedule for 2021 and that staff are directed to make necessary arrangements to accommodate the agreed upon dates and times;

**AND THAT** the report from the Administrative Assistant dated January 22, 2021 be received and appended to the minutes of this meeting.

**Carried Unanimously**

**12. Section 28 Approvals**

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 09-21, Scarfone-Mayne

**THAT** the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses January 19, 2021 board report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**13. Septic Program – Staff changes and appointments**

The members reviewed the report received from the Manager of the On-Site Sewage System

Program. After discussion, the following resolution was presented:

Resolution No. 10-21, Rochefort-Grant

**THAT** Sasha Fredette, Building Code Identification Number (BCIN) 36043 is appointed in the North Bay-Mattawa Conservation Authorities (NBMCA) area of jurisdiction, to the position of Area Supervisor with powers and duties of a Chief Building Official and Inspector as they relate to part 8 of the Ontario Building Code (OBC), and;

**THAT** the report dated January 27, 2021 from the Manager of On-Site Sewage System Program be received and appended to the minutes of this meeting.

**Carried Unanimously**

**14. Permitting and Planning Activities (2020) Report**

Paula Scott presented a report to members on the Permitting and Planning Activities for 2020. After discussion, the members thanked Paula for her well done report, and the following resolution was presented:

Resolution No. 11-21, Noon-Mayne

**THAT** the report dated January 27, 2021 from the Director of Planning and Development /Deputy CAO be received and appended to the minutes of this meeting, and;

**THAT** staff are thanked for their dedication to the NBMCA.

**Carried Unanimously**

**15. National Disaster Mitigation Program Intake Six: Lavase River**

Kurtis Romanchuk presented his report to members on the National Disaster Mitigation Program Intake Six: Lavase River. After discussion the members thanked Kurtis for his report, and the following resolution was presented:

Resolution No. 12-21, Rocefort-Lahaye

**THAT** the NBMCA Board of Directors support the application to the National Disaster Mitigation

Program (NDMP) Intake 6 for the Lavase River Flood Plain Mapping update project with a request for funding of \$101,250.00 for a total project budget of \$202,500.00, and;

**THAT** the report dated January 21, 2021 from the Water Resources Engineer be received and appended to the minutes of this meeting.

**Carried Unanimously**

#### **16. Conservation Authorities Act Update**

Brian Tayler updated members on the Conservation Authorities Act. After discussion, the members congratulated Brian on being appointed to the review committee, and thanked Brian for the update.

#### **New Business**

Simon Blakeley requested the Strategic Plan documents to be sent to him.

Chris Mayne asked for information regarding the review of the Canadian Heritage River Project, and the 10 year review by the Ministry of Environment Conservation and Parks. Paula Scott will comment.

#### **13. Adjournment (6:27 p.m.)**

As there was no further new business, the following resolution was presented:

#### Resolution No. 13-21, Rochefort-Lagassie

**THAT** the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday February 24, 2021 at a location to be determined or at the call of the Chair.

**Carried Unanimously**



-----  
Dave Mendicino, Chair



-----  
Brian Tayler, Chief Administrative Officer, Secretary Treasurer

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**SECOND** meeting of the North Bay-Mattawa Conservation Authority held at 5:30 p.m. on February 24, 2021 as an electronic meeting via Zoom.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Jane Lagassie	(5:47pm – 6:47pm)
Callander, Municipality of	-	Robb Noon	(5:47pm – 6:47pm)
Calvin, Township of	-	Dean Grant	(5:47pm – 6:47pm)
Chisholm, Township of	-	Nunzio Scarfone	(5:47pm – 6:47pm)
East Ferris, Municipality of	-	Rick Champagne	(5:47pm – 6:47pm)
Mattawa, Town of	-	Loren Mick	(5:47pm – 6:47pm)
Mattawan, Municipality of	-	Michelle Lahaye	(6:01pm – 6:47pm)
North Bay, City of	-	Dave Mendicino	(5:47pm – 6:47pm)
North Bay, City of	-	Chris Mayne	(5:47pm – 6:47pm)
North Bay, City of	-	Simon Blakeley	(5:47pm – 6:47pm)
Papineau –Cameron, Township of	-	Shelley Belanger	(5:47pm – 6:47pm)
Powassan, Municipality of	-	Dave Britton	(5:47pm – 6:47pm)

**ALSO PRESENT:**

Ann Convery, Accounts payable Clerk  
Brian Tayler, CAO, Secretary-Treasurer  
David Ellingwood, Manager, Source Water Protection  
Kurtis Romanchuk, Water Resources Engineer  
Helen Cunningham, Manager, Finance & Human Resources  
Marianne Stickland, NBMSPA Member, Strong Township  
Paula Loranger, Community Relations coordinator  
Paula Scott, Director, Planning & Development/Deputy CAO  
Rebecca Morrow, Administrative Assistant  
Shawn Kozmick, GIS Specialist  
Sue Buckle, Manager, Communications and Outreach  
Teri Brandt, NBMSPA Member, Village of South River  
Tom Marchant, NBMSPA Member, Strong Township  
Troy Storms, Manager, Lands & Stewardship

**1. Welcome & Introductions**

The Chair welcomed everyone to the meeting, and welcomed Rick Champagne to the NBMCA Board of Directors.

**2. Approval of the Agenda**

After discussion the following resolution was presented:

DATE OF COUNCIL MTG.	Apr. 20/21
AGENDA ITEM #	8-5

Resolution No. 14-21, Champagne-Lagassie

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Delegations**

No delegations.

**4. Declaration of Pecuniary Interest**

None declared.

**5. Appointment of the CAO, Secretary Treasurer as Chair**

After Discussion, the following resolutions were presented:

Resolution No. 15-21, Belanger-Scarfone

**THAT** the Chief Administrative Officer be appointed as Chair for the purpose of conducting the election of Conservation Authority Officers and Executive Committee.

**Carried Unanimously**

Resolution No. 16-21, Mick-Blakeley

**THAT** Rebecca Morrow and Paula Scott be appointed as scrutineers for the election of Officers and Executive Committee.

**Carried Unanimously**

**Election of Officers**

The Acting Chair discussed some changes that to the Conservation Authorities Act as they relate to Conservation Authority Members. After discussion, the members thanked Brian for the update and a call for nominations for the position of Chair was held.

Nunzio Scarfone nominated Dave Mendicino

Jane Lagassie nominated Chris Mayne

After a second and third call for nominations with no response the acting Chair asked Dave Mendicino and Chris Mayne if they were willing to accept their respective nomination. They both

accepted. The Chair invited both Dave and Chris to address the Board. They both addressed the Board, and an electronic vote was cast. After the votes were counted, Dave Mendicino was declared as the Chair. Dave accepted the position, and the following resolution was presented:

Resolution No. 17-21, Noon-Lahaye

**THAT** nominations for the position of Chair are closed.

**Carried Unanimously**

The Acting Chair then called for nominations for the position of Vice Chair.

Michelle Lahaye nominated Dave Britton  
Nunzio Scarfone nominated Chris Mayne

After a second and third call for nominations with no response the acting Chair asked Dave Britton and Chris Mayne if they were willing to accept their respective nomination. Chris Mayne declined the nomination. Dave Britton was acclaimed as the Vice Chair. Dave accepted the position, and the following resolutions were presented:

Resolution No. 18-20, Champagne-Mendicino

**THAT** nomination for the position of Vice-Chair are closed.

**Carried Unanimously**

Resolution No. 19-20, Belanger-Mick

**THAT** a request letter and supporting documents be sent to the Minister of Environment, Conservation and Parks to approve under Part 4, Section 17.1, Subsection 1.3 of the CA Act of the Authority Membership's election of Dave Britton to the position of Vice Chair for 2021.

**Carried Unanimously**

The Acting Chair called for nominations for the Executive Committee. He reminded members that the Chair and Vice Chair are automatically appointed as members to the Executive Committee, and that four more members were required. After a call for members, the following members were acclaimed to the Executive Committee and the following resolution was presented:

Shelley Belanger  
Chris Mayne  
Nunzio Scarfone

Michelle Lahaye

Resolution No. 20-20, Champagne-Grant

**THAT** nomination for the Executive Committee are closed.

**Carried Unanimously**

At this point in the meeting the Chief Administrative Officer turned the meeting over to the newly reelected Chair. The Chair congratulated everyone on their new appointments. After discussion, the following resolution was presented:

Resolution No. 21-20, Noon-Mayne

**THAT** all electronic ballots and voting records pertaining to elections be destroyed.

**Carried Unanimously**

**6. Adoption of Previous Minutes of January 27, 2021**

After discussion the following resolution was presented:

Resolution No. 22-21, Lagassie-Belanger

**THAT** the minutes of the meeting held January 27, 2021 are adopted as written.

**Carried Unanimously**

**7. 2020 Draft Budget**

After Discussion, the following resolution was presented:

Resolution No. 23-21, Noon-Belanger

**THAT** the 2021 Budget be referred to the Executive Committee for a recommendation to the Full Authority Board in March, and further

**THAT** the next Executive Committee meeting be held via Zoom at 5:30pm on March 8, 2021.

**Carried Unanimously**

**8. Section 28 Approvals**

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 24-21, Mick-Lagassie

**THAT** the report from the Regulations Officer on Section 28 approvals is received and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Conservation Authorities Act Update**

Brian Tayler updated members on the Conservation Authorities Act. After discussion, the members thanked Brian for the update.

**10. Laurentian Ski Hill Snowboard Club update**

Brian Tayler and Dave Mendicino updated members on the Laurentian Ski Hill and Snowboarding Club. After discussion, the members thanked Brian and Dave for the update.

**New Business**

None declared.

**13. Adjournment (6:47 p.m.)**

As there was no new business, the following resolution was presented:

Resolution No. 13-21, Champagne-Lahaye

**THAT** the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday March 24, 2021 at via Zoom or at the call of the Chair.

**Carried Unanimously**



-----  
Dave Mendicino, Chair



-----  
Brian Tayler, Chief Administrative Officer, Secretary Treasurer

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**THIRD** meeting of the North Bay-Mattawa Conservation Authority held at 5:00 p.m. on March 24, 2021 as an electronic meeting via Zoom.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Jane Lagassie	(5:00pm – 6:17pm)
Callander, Municipality of	-	Robb Noon	(5:35pm – 6:17pm)
Chisholm, Township of	-	Nunzio Scarfone	(5:00pm – 6:17pm)
East Ferris, Municipality of	-	Rick Champagne	(6:00pm – 6:17pm)
Mattawa, Town of	-	Loren Mick	(5:00pm – 6:17pm)
Mattawan, Municipality of	-	Michelle Lahaye	(5:00pm – 6:17pm)
North Bay, City of	-	Dave Mendicino	(5:00pm – 6:17pm)
North Bay, City of	-	Chris Mayne	(5:00pm – 6:17pm)
North Bay, City of	-	Simon Blakeley	(5:00pm – 6:17pm)
Papineau –Cameron, Township of	-	Shelley Belanger	(5:00pm – 6:17pm)
Powassan, Municipality of	-	Dave Britton	(5:00pm – 6:17pm)

**MEMBERS ABSENT:**

Calvin, Township of - No Appointment

**ALSO PRESENT:**

Ann Convery, Accounts payable Clerk  
Brian Tayler, CAO, Secretary-Treasurer  
John Strang, Laurentian Ski Hill Snowboarding Club  
Kurtis Romanchuk, Water Resources Engineer  
Helen Cunningham, Manager, Finance & Human Resources  
Rebecca Morrow, Administrative Assistant  
Sue Buckle, Manager, Communications and Outreach  
Troy Storms, Manager, Lands & Stewardship

**1. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No. 26-21, Lahaye-Blakeley

**THAT** the agenda be approved as presented.

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**Carried Unanimously**

**2. Delegations**

No delegations.

**3. Declaration of Pecuniary Interest**

None declared.

Authority Membership's election of Dave Britton to the position of Vice Chair for 2021.

**Carried Unanimously**

**4. Adoption of Previous Minutes of February 24, 2021**

After discussion the following resolution was presented:

Resolution No. 27-21, Mayne-Belanger

**THAT** the minutes of the meeting held February 24, 2021 are adopted as written.

**Carried Unanimously**

**5. 2021 Draft Budget**

Brian Tayler reviewed the Draft 2021 budget with members. After discussion the members thanked Brian and staff for their work on the budget and the following resolutions were presented :

Resolution No. 28-21, Lahaye-Scarfone

**THAT** the recommendation from the Executive Committee to approve the 2021 Budget Report with it recommendations and including expenditures of \$4, 337,642.00 is approved, and;

**FURTHER THAT** the 2021 Budget Report as presented be appended to the minutes of this meeting.

**Carried Unanimously**

Resolution No. 29-21, Mayne-Lahaye

**THAT** as part of the 2021 NBMCA Budget the matching levy of \$133,490.00 is approved, and;

**FURTHER THAT** that each member municipality is to be advised of their apportionment of the matching levy.

**Carried Unanimously**

Resolution No. 30-21, Mayne-Noon

**THAT** the Board of Directors approves a non-matching levy to the member municipalities in the amount of \$1,325,086.00 as specified in the Draft 2021 Budget Report, and

**FURTHER THAT** the each member municipality is to be advised of their apportionment of the non-matching levy.

**Weighting Recorded Vote Results:**

Municipality	Member	Vote %	Vote	Present/Absent
Powassan	Dave Britton		y	yes
Mattawan	Michelle Lahaye		y	yes
Bonfield	Jane Lagassie		y	yes
North Bay	Chris Mayne		y	yes
Mattawa	Loren Mick		y	yes
Papineau/Cameron	Shelley Belanger		y	yes
North Bay	Dave Mendicino		y	yes
Callander	Robb Noon		y	yes
Calvin	Vacant		-	-
Chisholm	Nunzio Scarfone		y	yes
North Bay	Simon Blakeley		y	yes
East Ferris	Rick Champagne		y	yes

**Carried Unanimously**

At this point in the meeting, the members welcomed John Strang from Laurentian Ski Hill and Snowboarding club. And moved Agenda item #10 up to allow John to address the Board of Directors.

#### **6. Laurentian Ski Hill Snowboarding Club update**

At this point in the meeting, the members welcomed John Strang from Laurentian Ski Hill and Snowboarding club. And moved Agenda item #10 up to allow John to address the Board of Directors. After John gave his update to the members, the members thanked John, and the following resolution was presented:

Resolution No. 31-21, Mick-Blakeley

**THAT** the existing operating agreement with Laurentian Ski Hill SNOWBOARDING Club be extended until September 1, 2021.

**Carried Unanimously**

**7. Section 28 Approvals**

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 32-21, Belanger-Lagassie

**THAT** the Development, Interference with Wetlands and Alterations to Shorelines and watercourses March 18, 2021 board report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**8. Communications and Outreach**

Sue Buckle presented a communications and outreach report. After discussion, members thanked Sue for the update and the following resolution was presented:

Resolution No.33-21, Champagne-Lahaye

**THAT** the Communications and outreach report dates March 24, 2021 is received and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Conservation Authority Act proclamation – February 2, 2021**

Brian Tayler gave an update to members on the Conservation Authority Act proclamation which occurred on February 2, 2021. After discussion, the members thanked Brian for his update.

**10. Spring Freshet**

Kurtis Romanchuk presented an update on the current spring freshet conditions. After discussion, questions and answers the members thanked Kurtis for his presentation.

**11. New Business**

None declared.

**12. Adjournment (6:17 p.m.)**

As there was no new business, the following resolution was presented:

Resolution No. 34-21, Mayne-Lagassie

**THAT** the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday April 28, 2021 at via Zoom or at the call of the Chair.

**Carried Unanimously**

-----  
Dave Mendicino, Chair

-----  
Brian Tayler, Chief Administrative Officer, Secretary Treasurer

DRAFT

## The StoryWalk® Project

### What is StoryWalk®?

Take the pages from a children's picture book, attach each one to a stake and line them up along a path for folks to read and enjoy.

It is something different, fun, and interesting, involving children as well as parents. People of all ages are able to enjoy it.

### What are the benefits

1. This project "combines the joy of learning, health benefits, environmental awareness, and showcases this community". Mary Houghton
2. It provides a free activity, which the whole family can enjoy and furthermore draws people to new trails, encouraging them to walk more.
3. In winter, books can be posted in store windows where many people walk because the sidewalks are less slippery, thus increasing walking traffic on Main Street. Alternatively, they can be posted along snowshoe trails, increasing winter sports activity.

### What are the costs involved?

#### One time cost:

1. Stakes (good ones that don't splinter, aren't heavy, won't break easily) cost around \$3 each - most books need about 30. Total cost for stakes around \$90.

#### Each Mounted Book Cost:

1. Need to purchase 3 copies of each book (2 for mounting, one for damage repair/replacement); books cost between \$15 and \$30 each, totaling from \$45 to \$90.
2. Lamination costs about \$3.87 per page for 10 ml – a range of \$90 - \$120 for each book depending on its length.
3. Sticky backed industrial strength Velcro® to hold the books onto the stakes cost about \$40, this will accommodate a 30-page book.
4. Labor to assemble and mount the books - done by volunteers
5. **StoryWalk®** costs run about \$200 - \$250 per book.

The Friends of the Library have committed to fund 4 different stories and the stakes for Powassan, Trout Creek, and Nipissing, totaling \$1,300. Chisholm will install their own more elaborate system.

### Long Term Commitment

The library commits to maintain the project, and upon its completion, dismantle and remove all of the stakes and equipment related to the project.

### Ask

We are asking permission to install the StoryWalk® Project along the Park Trail in the Town of Powassan and on a trail in Trout Creek.

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**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**

**(Kmith)**

**BY-LAW NO. 2021-11**

Being a By-law to amend By-law No. 2003-38, as amended, the Zoning By-law for the Municipality of Powassan with respect to lands located in Concession 5, Part Lot 25, Rem Pcl 17132 NS (866 Hemlock Road), in the Municipality of Powassan.

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

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

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

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

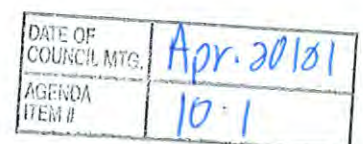
1. Schedule 'A', to Zoning By-law No. 2003-38 as amended, is further amended by zoning lands located in Concession 5, Part Lot 25, Rem Pcl 17132 NS (866 Hemlock Road), in the Municipality of Powassan from Rural (RU) to General Industrial (M1) as shown on Schedule 'A-1' attached hereto and forming part of this By-law.
2. This By-law shall come into effect upon the date of passage hereof, subject to the provisions of Section 34 (30) and (31) of the Planning Act, 1990.

READ A FIRST AND SECOND TIME on the 6<sup>th</sup> of April, 2021

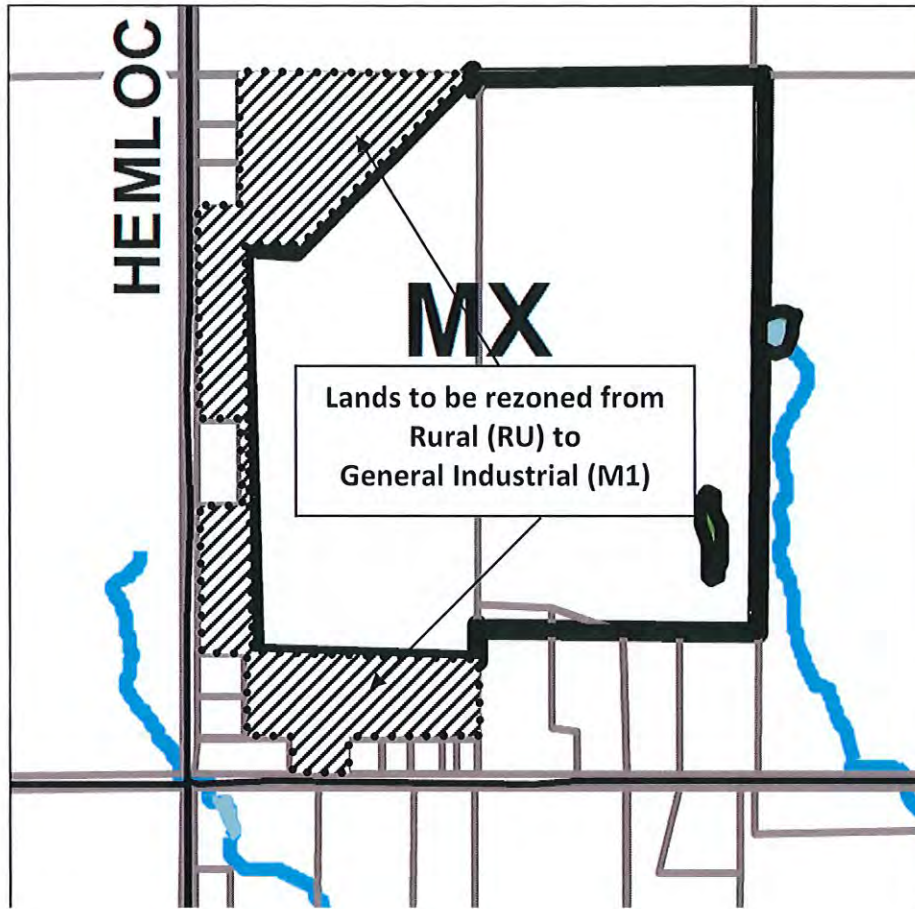
READ A THIRD TIME and finally passed this 20<sup>th</sup> day of April, 2021

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



Schedule 'A-1'



**THE CORPORATION OF THE MUNICIPALITY OF POWASSAN**  
**BY-LAW NO. 2021-12**

---

Being a By-Law to appoint a Municipal Tile Drainage Inspector

---

**WHEREAS** The Municipal Act 2001, S.O Chapter 25, Section 9 states that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other act;

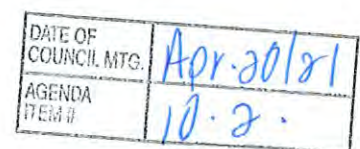
**AND WHEREAS** The Municipal Act 2001, S.O Chapter 25, Section 11. (3) allows a lower-tier municipality and an upper-tier municipality to pass by-laws, subject to the rules set out in subsection (4), respecting matters related to drainage and flood control, except storm sewers;

**AND WHEREAS** Tile Drainage Act, R.S.O 1990, Chapter T.8, Section 4 states that, the council of a local municipality borrowing money under this Act shall employ an inspector of drainage who shall inspect the drainage work and file with the clerk an inspection and completion certificate;

**AND WHEREAS** the Council of the Corporation of the Municipality of Powassan, deem it necessary for the administration of tile drains loans to appoint a tile drainage inspector;

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

1. That Codey Munshaw is hereby appointed as the Municipal Tile Drainage Inspector.
2. The tile drainage inspector shall conduct inspections and completion certificates as required under the Tile Drainage Act.
3. That this By-Law shall come into force and take effect immediately following the third reading and passing of this By-Law.



**READ a FIRST and SECOND time the 6<sup>th</sup> day of April, 2021**

**And considered READ a THIRD and FINAL time and finally passed this  
the 20<sup>th</sup> day of April, 2021**

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

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Mayor

---

Clerk/CAO

## Letter to MP and MPP Regarding Price Gouging in Lumber

Dear

Please accept this letter of concern from the Municipality of Powassan regarding the recent extreme price increases in building materials.

For the many years ahead, these unacceptable price increases will not only continue to cause personal financial hardships on taxpayers trying to manage in these trying times but also increase the strain on the already stretched tax resources. I am referring to any government infrastructure building that has been announced or soon to be announced.

These increased costs that will be required to complete these projects could and should be used to help those Canadians that have had their lives torn apart by the pandemic.

From my personal research, my conclusion is the following specific supply and demand point.

Supply has been reduced somewhat and is picking up. It also has very little to do with the DIY (do it yourself) projects people forced to stay at home are doing. It has the most to do with the United States housing industry which is taking every bit of building material it can get its hands on and at whatever cost it needs to pay.

The few that are benefitting from these unacceptable price levels appear to be the mills and the wholesalers.

I do understand about exporting and its importance to International Commerce, but something needs to be done to balance the scales and bring pricing back into line.

The profits of the very few should not overshadow the needs of the many.

The Taxpayers need your help.

Sincerely,

Randy Hall  
Deputy Mayor  
Municipality of Powassan

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**Ministry of  
Municipal Affairs  
and Housing**

Municipal Finance Policy Branch

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000



April 13, 2021

Dear Municipal Treasurer, Clerk/Treasurer:

I am pleased to enclose a report showing your municipality's 2021 Annual Repayment Limit (ARL) respecting long-term debt and financial obligations. Your 2021 ARL was calculated based on 25 percent of your net own source revenues as reported in your 2019 Financial Information Return (FIR).

We have adjusted the joint local board fees and revenues for homes for the aged reported in your 2019 FIR to include only your share of such revenues. If you have any concerns with this adjustment you may request a review of the adjustment calculation, in which case you will be requested to submit necessary additional information for both your municipality and all other municipalities participating in the joint local board for the homes.

If you require any further information, please contact the appropriate Municipal Service Office of the Ministry of Municipal Affairs (list enclosed).

Yours truly,

Caspar Hall  
Director

Enclosures

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Ministry of Municipal Affairs and Housing  
777 Bay Street,  
Toronto, Ontario M5G 2E5

Ministère des affaires municipales et du logement  
777 rue Bay,  
Toronto (Ontario) M5G 2E5

## 2021 ANNUAL REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403 / 02)

MMAH CODE: 86405

MUNID: 49058

MUNICIPALITY: Powassan M

UPPER TIER:

REPAYMENT LIMIT: \$ 1,089,623

The repayment limit has been calculated based on data contained in the 2019 Financial Information Return, as submitted to the Ministry. This limit represents the maximum amount which the municipality had available as of December 31, 2019 to commit to payments relating to debt and financial obligation. Prior to the authorization by Council of a long term debt or financial obligation, this limit must be adjusted by the Treasurer in the prescribed manner. The limit is effective January 01, 2021

### FOR ILLUSTRATION PURPOSES ONLY,

The additional long-term borrowing which a municipality could undertake over a 5-year, a 10-year, a 15-year and a 20-year period is shown.

If the municipalities could borrow at 5% or 7% annually, the annual repayment limits shown above would allow it to undertake additional long-term borrowing as follows:

5% Interest Rate		
(a)	20 years @ 5% p.a.	\$ 13,579,113
(a)	15 years @ 5% p.a.	\$ 11,309,915
(a)	10 years @ 5% p.a.	\$ 8,413,781
(a)	5 years @ 5% p.a.	\$ 4,717,498

7% Interest Rate		
(a)	20 years @ 7% p.a.	\$ 11,543,483
(a)	15 years @ 7% p.a.	\$ 9,924,194
(a)	10 years @ 7% p.a.	\$ 7,653,057
(a)	5 years @ 7% p.a.	\$ 4,467,670

# DETERMINATION OF ANNUAL DEBT REPAYMENT LIMIT

(UNDER ONTARIO REGULATION 403/02)

MUNICIPALITY:

Powassan M

MMAH CODE:

86405

## Debt Charges for the Current Year

0210	Principal (SLC 74 3099 01) . . . . .	168,125
0220	Interest (SLC 74 3099 02) . . . . .	76,115
0299	Subtotal	244,240
0610	Payments for Long Term Commitments and Liabilities financed from the consolidated statement of operations (SLC 42 6010 01) . . . . .	0
9910	Total Debt Charges	244,240

## Amounts Recovered from Unconsolidated Entities

1010	Electricity - Principal (SLC 74 3030 01) . . . . .	0
1020	Electricity - Interest (SLC 74 3030 02) . . . . .	0
1030	Gas - Principal (SLC 74 3040 01) . . . . .	0
1040	Gas - Interest (SLC 74 3040 02) . . . . .	0
1050	Telephone - Principal (SLC 74 3050 01) . . . . .	0
1060	Telephone - Interest (SLC 74 3050 02) . . . . .	0
1099	Subtotal	0
1410	Debt Charges for Tile Drainage/Shoreline Assistance (SLC 74 3015 01 + SLC 74 3015 02) . . . . .	0
1411	Provincial Grant funding for repayment of long term debt (SLC 74 3120 01 + SLC 74 3120 02) . . . . .	0
1412	Lump sum (balloon) repayments of long term debt (SLC 74 3110 01 + SLC 74 3110 02) . . . . .	0
1420	Total Debt Charges to be Excluded	0
9920	Net Debt Charges	244,240

1610	Total Revenue (SLC 10 9910 01) . . . . .	7,987,070
<b>Excluded Revenue Amounts</b>		
2010	Fees for Tile Drainage / Shoreline Assistance (SLC 12 1850 04) . . . . .	0
2210	Ontario Grants, including Grants for Tangible Capital Assets (SLC 10 0699 01 + SLC 10 0810 01 + SLC 10 0815 01) . . . . .	2,649,130
2220	Canada Grants, including Grants for Tangible Capital Assets (SLC 10 0820 01 + SLC 10 0825 01) . . . . .	0
2225	Deferred revenue earned (Provincial Gas Tax) (SLC 10 830 01) . . . . .	0
2226	Deferred revenue earned (Canada Gas Tax) (SLC 10 831 01) . . . . .	424,808
2230	Revenue from other municipalities including revenue for Tangible Capital Assets (SLC 10 1098 01 + SLC 10 1099 01) . . . . .	0
2240	Gain/Loss on sale of land & capital assets (SLC 10 1811 01) . . . . .	40,000
2250	Deferred revenue earned (Development Charges) (SLC 10 1812 01) . . . . .	0
2251	Deferred revenue earned (Recreation Land (The Planning Act)) (SLC 10 1813 01) . . . . .	0
2252	Donated Tangible Capital Assets (SLC 53 0610 01) . . . . .	0
2253	Other Deferred revenue earned (SLC 10 1814 01) . . . . .	0
2254	Increase / Decrease in Government Business Enterprise equity (SLC 10 1905 01) . . . . .	0
2255	Other Revenue (SLC 10 1890 01 + SLC 10 1891 01 + SLC 10 1892 01 + SLC 10 1893 01 + SLC 10 1894 01 + SLC 10 1895 01 + SLC 10 1896 01 + SLC 10 1897 01 + SLC 10 1898 01) . . . . .	11,500
2299	Subtotal	3,125,438
2410	Fees and Revenue for Joint Local Boards for Homes for the Aged . . . . .	-473,820
2610	Net Revenues	5,335,452
2620	25% of Net Revenues	1,333,863
9930	ESTIMATED ANNUAL REPAYMENT LIMIT (25% of Net Revenues less Net Debt Charges)	1,089,623

\* SLC denotes Schedule, Line Column.

# Annual Repayment Limit

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## **What is the Annual Repayment Limit?**

The Annual Repayment Limit (ARL) may be generally summarized as the maximum amount that a municipality in Ontario can pay each year (without first going to the Local Planning Appeal Tribunal) in principal and interest payments for its long-term debt and other long-term financial commitments.

For most municipalities (not including Toronto) the ARL is set at 25 percent of their annual own-source revenues (such as property taxes, user fees and investment income), less their annual existing long-term debt service costs and payments for other long-term financial obligations. Municipalities may only exceed their ARL with the prior approval of the Local Planning Appeal Tribunal (LPAT).

For more information about the ARL, please see O. Reg. 403/02 (Debt and Financial Obligation Limits) on <https://www.ontario.ca/laws/regulation/020403>.

## **Role of the Ministry of Municipal Affairs and Housing**

The Ministry of Municipal Affairs and Housing issues an updated ARL statement to municipalities once a year. The ARL statement is typically sent to each municipality at the beginning of the calendar year and reflects the most recent financial information submitted by the municipality in its Financial Information Return (FIR), available on <https://efis.fma.csc.gov.on.ca/fir/Welcome.htm>.

## **How Does the Ministry Calculate the ARL? \***

The calculation of the ARL involves a number of steps. The ministry first determines the municipality's annual own-source revenue from sources such as property taxes, user fees and investment income. The ministry then calculates the amount that is 25 percent of the municipality's annual own-source revenue. Finally, the ministry subtracts the municipality's annual existing debt service costs and payments for other long-term financial obligations from the 25 percent figure to arrive at the ARL.

The ministry calculates 25 percent of the municipality's annual own-source revenue:

$$\begin{array}{c} \text{Municipal} \\ \text{Own-Source Revenue} \\ \text{(e.g. Property Tax, User Fees)} \end{array} \times 25 \% = 25 \% \text{ of} \\ \text{Own-Source Revenue}$$

The ministry subtracts municipal debt and other financial obligations to determine the ARL:

$$\begin{array}{c} 25 \% \text{ of} \\ \text{Own-Source} \\ \text{Revenue} \end{array} - \begin{array}{c} \text{Annual Payments for} \\ \text{Existing Debt and Other} \\ \text{Financial Obligations} \\ \text{(Principal + Interest)} \end{array} = \text{Annual Repayment Limit}$$

For details on specific municipalities, please see <https://efis.fma.csc.gov.on.ca/fir/ViewARL.htm>

*\*For illustrative purposes only*

### Role of Municipalities

Municipalities in Ontario are responsible for ensuring that they do not exceed their ARL. When a municipality proposes long-term borrowing (or other long-term financial obligation), the municipal treasurer is responsible for updating the limit provided by the ministry. The treasurer must determine if there is capacity within the municipality's ARL to undertake the planned borrowing.

### Local Planning Appeal Tribunal (LPAT)

Applications and appeals in relation to a range of matters are brought before the LPAT (formerly known as the Ontario Municipal Board). In cases where municipalities intend to borrow or commit to amounts above their updated ARL, they must first seek the approval of the LPAT. Learn more at <http://elto.gov.on.ca/tribunals/lpat>.

**Ministry of  
Municipal Affairs**

Municipal Finance Policy  
Branch

777 Bay Street, 13<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-6111  
Fax: 416 585-6315

**Ministère des  
Affaires municipales**

Direction des politiques  
relatives aux finances municipales

777, rue Bay, 13<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-6111  
Téléc. : 416 585-6315



If you require any further assistance regarding your Annual Repayment Limit calculation, please contact your Senior Financial Advisor at your designated Municipal Service Office:

MSO Office	Telephone	Fax	Address
Central	1-800-668-0230 (416) 585-6226	(416) 585-6882	777 Bay Street, 12th Floor Toronto, Ontario M5G 2E5
Eastern	1-800-267-9438 (613) 545-2100	(613) 548-6822	8 Estate Lane, Rockwood House Kingston, Ontario K7M 9A8
Western	1-800-265-4736 (519) 873-4020	(519) 873-4018	659 Exeter Road, 2nd Floor London, Ontario N6E 1L3
North (Sudbury)	1-800-461-1193 (705) 564-0120	(705) 564-6863	159 Cedar Street, Suite 401 Sudbury, Ontario P3E 6A5
North (Thunder Bay)	1-800-465-5027 (807) 475-1651	(807) 475-1196	435 James Street South, Suite 223 Thunder Bay, Ontario P7E 6S7

## Maureen Lang

---

**From:** Debbie Piekarski  
**Sent:** Wednesday, April 7, 2021 8:34 AM  
**To:** Maureen Lang  
**Subject:** Fwd: Hydro Pond??

Could we place this on our next agenda?  
Thanks Deb

Sent from my iPhone

Begin forwarded message:

**From:** Mary Houghton <teacherportable4@hotmail.com>  
**Date:** March 8, 2021 at 8:30:58 AM EST  
**To:** Debbie Piekarski <DPiekarski@powassan.net>  
**Subject:** Re: Hydro Pond??

Thank you, Debbie!

*Mary*

---

**From:** Debbie Piekarski <DPiekarski@Powassan.net>  
**Sent:** March 6, 2021 10:29 AM  
**To:** Mary Houghton <teacherportable4@hotmail.com>  
**Subject:** Re: Hydro Pond??

Hello Mary. Thank you for putting your thoughts in an email to council. Although I do not speak for everyone, I personally like your idea and I think it warrants merit and consideration. I will certainly support your proposal when it becomes an agenda item.  
Debbie

Sent from my iPhone

On Mar 3, 2021, at 9:41 AM, Mary Houghton <teacherportable4@hotmail.com> wrote:

Good morning Councillors and staff,

I know you have a lot on the go within the municipality, so this may not be a priority. I've been thinking about this for a while and thought I'd share it with you. The Hydro Pond is a terrific local "Waterfront" for our little community and offers opportunities for family swimming/recreation, fishing, canoeing/portage, and occasionally camping. Would it be possible to change the name of that outdoor venue to better reflect its utilization, create a more welcoming invitation and sense of belonging to our already amazing little town of Powassan? This year the Maple Hill Sap Run is donating some of the funds raised to recreational improvements at the Hydro Pond. Perhaps it's a good time to consider a refinement in the site name as well. I don't have a solid

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suggestion, but I'll bet that our residents would be eager to submit their ideas to rename the waterfront in a contest.

Thank you for your consideration.

*Mary Houghton*



# The Corporation of The Town of Amherstburg

April 6, 2021

Honourable Ernie Hardeman  
Minister of Agriculture, Food and Rural Affairs  
Email: [minister.omafra@ontario.ca](mailto:minister.omafra@ontario.ca)

VIA EMAIL

**Re: Request for Amendments to the Agricultural Tile Drainage Installation Act**

Dear Hon. Hardeman,

At its meeting held on March 22, 2021, Council for the Town of Amherstburg passed the following:

Resolution # 20210322-098

***"That Administration BE DIRECTED to send correspondence in support of Howick Township's request for Amendments to the Agricultural Tile Drainage Installation Act."***

Enclosed is a copy of the correspondence from Howick Township for convenience and reference purposes.

Regards,

Tammy Fowkes  
Deputy Clerk, Town of Amherstburg  
(519) 736-0012 ext. 2216  
[tfowkes@amherstburg.ca](mailto:tfowkes@amherstburg.ca)

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Website: [www.amherstburg.ca](http://www.amherstburg.ca)  
271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5  
Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519) 736-9860

cc:

Carol Watson – Clerk, Township of Howick  
[clerk@howick.ca](mailto:clerk@howick.ca)

Taras Natyshak – MP, Essex  
[tnatyshak-co@ndp.on.ca](mailto:tnatyshak-co@ndp.on.ca)

Chris Lewis – MPP. Essex  
[Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)

Rural Ontario Municipal Association (ROMA)  
[roma@roma.on.ca](mailto:roma@roma.on.ca)

Ontario Federation of Agriculture (OFA)  
[paul.nairn@ofa.on.ca](mailto:paul.nairn@ofa.on.ca)

Christian Farmers Federation of Ontario (CFFO)  
[cffomail@christianfarmers.org](mailto:cffomail@christianfarmers.org)

Land Improvement Contractors of Ontario (LICO)  
[lico.secretary@cyg.net](mailto:lico.secretary@cyg.net)

Drainage Superintendents Association of Ontario (DSAO)  
[dsaochapter1@dsao.net](mailto:dsaochapter1@dsao.net)

Association of Municipalities of Ontario (AMO)  
[amo@amo.on.ca](mailto:amo@amo.on.ca)

All Ontario Municipalities



**Howick**  
TOWNSHIP

44816 Harriston Road, RR 1, Gorrie On N0G 1X0  
Tel: 519-335-3208 ext 2 Fax: 519-335-6208  
[www.howick.ca](http://www.howick.ca)

December 3, 2020

The Honourable Ernie Hardeman  
Minister of Agriculture, Food and Rural Affairs

By email only [minister.omafra@ontario.ca](mailto:minister.omafra@ontario.ca)

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the December 1, 2020 Howick Council meeting:

**Moved by Councillor Hargrave; Seconded by Councillor Illman:**

**Be it resolved that Council request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further, this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs, Huron-Bruce MPP Lisa Thompson, Perth-Wellington MPP Randy Pettapiece, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities. Carried. Resolution No. 288/20**

If you require any further information, please contact this office, thank you.

Yours truly,

*Carol Watson*

Carol Watson, Clerk  
Township of Howick



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## **Background Information to the Township of Howick Resolution No. 288-20 Requesting Amendments to the Agricultural Tile Drainage Installation Act**

### **Rational for Proposed Amendments**

Over the years, Howick Township staff have received many requests for tile drainage information on farmland. Usually these requests come after a change in ownership of the farm. Some of these drainage systems were installed recently but many are 30 to 40 or more years old. Many were installed by contractors who are no longer in business or who have sold the business and records are not available.

Information is generally available if the tile was installed under the Tile Drain Loan Program because a drainage plan is required to be filed with the municipality. If the tile system was installed on a farm without using the Tile Drain Loan Program, there likely are no records on file at the municipal office.

The other benefits to filing tile drainage plans with the municipality are identified in Section 65 of the Drainage Act.

- 65(1) – Subsequent subdivision of land (severance or subdivision)
- 65(3) – Drainage connection into a drain from lands not assessed to the drain
- 65(4) – Drainage disconnection of assessed lands from a drain
- 65(5) – Connecting to a municipal drain without approval from council

Section 14 of the Act states:

(1) "The Lieutenant Governor in Council may make regulations,

(a) providing for the manner of issuing licences and prescribing their duration, the fees payable therefor and the terms and conditions on which they are issued;

(a.1) exempting classes of persons from the requirement under section 2 to hold a licence, in such circumstances as may be prescribed and subject to such restrictions as may be prescribed;

(b) Repealed: 1994, c. 27, s. 8 (5).

(c) establishing classes of machine operators and prescribing the qualifications for each class and the duties that may be performed by each class;



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- (d) providing for courses of instruction and examinations and requiring licence holders or applicants for a licence under this Act to attend such courses and pass such examinations;
- (e) prescribing the facilities and equipment to be provided by persons engaged in the business of installing drainage works;
- (f) prescribing standards and procedures for the installation of drainage works;
- (g) prescribing performance standards for machines used in installing drainage works;
- (h) prescribing forms and providing for their use;
- (i) respecting any matter necessary or advisable to carry out effectively the intent and purpose of this Act. R.S.O. 1990, c. A.14, s. 14; 1994, c. 27, s. 8 (4, 5)."

I believe it would be beneficial if a regulation required the installer, of agricultural drainage, to file a plan of the drainage system with the municipality following completion of the work.

While most of Section 14 deals with contractor, machine and installer licences, I think that Section 14(f) or 14(i) may allow a regulation change. This would be a better solution than an amendment to the Act.

#### **Recommendations:**

- Request by municipal resolution that the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations, under the Act, that would require tile drainage contractors file all farm tile drainage installation plans in the Municipality where the installation took place
- Send the municipal resolution to:
  - Minister of Agriculture, Food and Rural Affairs
  - Lisa Thompson, MPP Huron Bruce
  - Randy Pettapiece, MPP Perth Wellington
  - Rural Ontario Municipal Association [roma@roma.on.ca](mailto:roma@roma.on.ca)
  - [OFA](#)
  - [CFFO](#)
  - All Ontario municipalities
  - the Land Improvement Contractors of Ontario (LICO), and
  - the Drainage Superintendents Association of Ontario (DSAO)

Wray Wilson, Drainage Superintendent

Township of Howick

[drainage@howick.ca](mailto:drainage@howick.ca)

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

Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>GENERAL GOVERNMENT</b>										
8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	04/08/21	A/R LIBRARY GREEN SHIELD 1940.20	04/08/21	\$263.66	\$263.66	10-10-24600	A/R LIBRARY BOARD	\$0.00	(\$7,899.83)
23242 4-21	04/08/21 OFFICE GREEN SHIELD	04/08/21		04/08/21	\$1,169.21	\$1,169.21	10-10-61510	BENEFITS	\$0.00	(\$7,672.99)
8927	POWASSAN HOME HARDWARE & AUTO PARTS, P.O. BOX 148, POWASSAN , ON, P0H 1Z0	04/08/21		04/08/21	\$9.66	\$9.66	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$8,074.69)
460504	04/08/21 MARKERS	04/08/21		04/08/21	\$10.17	\$10.17	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$8,074.69)
46790	04/08/21 TISSUES	04/08/21		04/08/21	\$217.58	\$217.58				
8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7	03/31/21		03/31/21	\$505.46	\$505.46	10-10-24600	A/R LIBRARY BOARD	\$0.00	(\$7,899.83)
MAR21LB	03/31/21 LIB - MAR VISA	03/31/21		03/31/21	\$70.00	\$70.00	10-10-51950	PROVINCE OF ONTARIO	\$0.00	(\$8,900.00)
MAR21KH	03/31/21 FACEBOOK ADS - SR FUNDING	03/31/21		03/31/21	\$70.00	\$70.00	10-10-51950	PROVINCE OF ONTARIO	\$0.00	(\$8,900.00)
MAR21KH2	03/31/21 FACEBOOK ADS - SR FUNDING	03/31/21		03/31/21	\$183.17	\$183.17	10-10-61027	D.BRITTON- COUNCIL	\$0.00	(\$1,403.17)
MAR21LM2	03/31/21 AMO - LAND USE PLANNING WORKSHOP - DB 03/31/21	03/31/21		03/31/21	\$15.45	\$15.45	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$8,074.69)
MAR21LM	03/31/21 AMAZON - MASKS	03/31/21		03/31/21	\$299.04	\$299.04	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$8,074.69)
MAR21LM4	03/31/21 SHUTTERSTOCK - ANNUAL FEE	03/31/21		03/31/21	\$355.01	\$355.01	10-10-61540	OFFICE SUPPLIES	\$0.00	(\$8,074.69)
MAR21LM5	03/31/21 PERFORMANCE HEALTH - WIPES ETC	03/31/21		03/31/21	\$75.00	\$75.00	10-10-61660	BANK CHARGES &	\$0.00	(\$4,066.52)
MAR21LM3	03/31/21 VISA ANNUAL FEE LM	03/31/21		03/31/21	\$75.00	\$75.00	10-10-61660	BANK CHARGES &	\$0.00	(\$4,066.52)
MAR21ST2	03/31/21 VISA - ANNUAL FEE - ST	03/31/21		03/31/21	\$75.00	\$75.00	10-10-61660	BANK CHARGES &	\$0.00	(\$4,066.52)
MAR21TF	03/31/21 T. FRICKER VISA ANNUAL FEE	03/31/21		03/31/21	\$254.40	\$254.40	10-10-61730	MEMBERSHIPS &	\$0.00	(\$3,154.59)
MAR21ML	03/31/21 MFOA - MUN OF POWASSAN - ANNUAL MEMBERSHIP	03/31/21		03/31/21						
9024	UNITED RENTALS OF CANADA, C/O T52638, P.O. BOX 4526, POSTAL STATION A, TORONTO, ON, M5W 5Z9	04/07/21		04/07/21	\$366.46	\$366.46	10-10-35515	DEFERRED REV.-MISC.	\$0.00	\$32,823.60
175111021-019	04/07/21 FENCE RENTAL	04/07/21		04/07/21	\$366.46	\$366.46				
9080	RECEIVER GENERAL - PAYROLL DEDUCTIONS, , , , ,	04/05/21		04/05/21	\$7,441.38	\$7,441.38	10-10-33200	A/P FIT	\$0.00	(\$3,331.65)
PR1063	04/05/21 Payroll from 3/21/2021 to 4/3/2021	04/05/21		04/05/21	\$3,370.66	\$3,370.66	10-10-33210	A/P PIT	\$0.00	(\$1,607.03)
PR1063	04/05/21 Payroll from 3/21/2021 to 4/3/2021	04/05/21		04/05/21	\$2,236.78	\$2,236.78	10-10-33220	A/P EI	\$0.00	(\$1,461.66)
PR1063	04/05/21 Payroll from 3/21/2021 to 4/3/2021	04/05/21		04/05/21	\$5,909.64	\$5,909.64	10-10-33230	A/P CPP	\$0.00	(\$2,875.88)
9720	TERRY LANG COMPUTER CONSULTING, 133 CLOVERBRAE CRES., NORTH BAY, ON, P1A 4J4	04/08/21		04/08/21	\$7,639.13	\$7,639.13	10-10-61570	COMPUTERS	\$0.00	(\$25,978.67)
2021021	04/08/21 COMPUTER CONSULTING	04/08/21		04/08/21	\$8,482.92	\$8,482.92				
9976	ROGERS WIRELESS, 30 VICTORIA CRESCENT, BRAMPTON, ON, L6T 1E4	04/07/21		04/07/21	\$506.45	\$506.45	10-10-61550	TELEPHONE & FAX	\$0.00	(\$99.93)
6019679	04/07/21 I PHONE	04/07/21		04/07/21	\$625.89	\$625.89				
<b>Total GENERAL GOVERNMENT</b>										
						\$32,862.73				
<b>250 CLARK</b>										
10447	AINSWORTH INC., 131 BERMONDSEY RD, TORONTO, ON, M4A 1X4	04/07/21		04/07/21	\$1,136.03	\$1,136.03	10-12-61641	250 CLARK-BUILDING	\$0.00	(\$1,380.06)
1330774	04/07/21 250 CLARK HEATING SYSTEM	04/07/21		04/07/21	\$1,136.03	\$1,136.03				
<b>Total 250 CLARK</b>										
						\$1,136.03				

DATE OF COUNCIL MTG	Apr 20/21
AGENDA ITEM #	15

## FIRE DEPARTMENT

8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR , ON, N9A 7A7 23242 4-21	04/08/21	\$313.34	\$313.34	10-15-61510	BENEFITS	\$0.00	(\$1,749.99)
8807	JIM'S LOCKSMITHING, 36 LAKESHORE DR., NORTH BAY, ON, P1A2A3 9119	04/07/21	\$2,903.21	\$2,903.21	10-15-62010	FIRE DEPT.-MAINTENANCE	\$0.00	(\$2,758.68)
8927	POWASSAN HOME HARDWARE & AUTO PARTS, P.O. BOX 148, POWASSAN , ON, POH 1Z0 47209	04/08/21	\$8.11	\$8.11	10-15-62010	FIRE DEPT.-MAINTENANCE	\$0.00	(\$2,758.68)
47856	04/08/21 AIR LINE SUPPLIES	04/08/21	\$32.54	\$32.54	10-15-62010	FIRE DEPT.-MAINTENANCE	\$0.00	(\$2,758.68)
47986	04/08/21 WASH BRUSH	04/08/21	\$17.87	\$17.87	10-15-62010	FIRE DEPT.-MAINTENANCE	\$0.00	(\$2,758.68)
47788	04/08/21 GREASE	04/08/21	\$17.29	\$17.29	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
48038	04/08/21 BATTERIES	04/08/21	\$345.97	\$345.97	10-15-62040	FIRE DEPT.-EQUIPMENT	\$0.00	(\$4,264.32)
8975	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7 MAR21BC	03/31/21	\$1.46	\$1.46	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
MAR21BC3	03/31/21 APPLE - I CLOUD STORAGE BC	03/31/21	\$86.27	\$86.27	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
MAR21BC4	03/31/21 STAPLES - OFFICE SUPPLIES - FIRE DEPT	03/31/21	\$100.00	\$100.00	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
MAR21BM	03/31/21 POW FLOWERS - T. WEILER FUNERAL	03/31/21	\$131.62	\$131.62	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
MARC21BC2	03/31/21 VW.NCHSOFTWARE - VOID RECORDG SOFTWARE FOR FIRE DEPT RADIOS	03/31/21	\$9.03	\$9.03	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,830.66)
10461	DEREK MCNIECE PROMOTIONS, 45 CENTRAL ST., TORONTO, ON, M8V 2R6 3029	04/07/21	\$560.42	\$560.42	10-15-62040	FIRE DEPT.-EQUIPMENT	\$0.00	(\$4,264.32)
al FIRE DEPARTMENT								
BLIC WORKS								
8781	GREEN SHIELD CANADA, P.O. 1612, WINDSOR , ON, N9A 7A7 23242 4-21	04/08/21	\$2,068.33	\$2,068.33	10-20-63050	PUBLIC WORKS-	\$0.00	(\$9,773.35)
8807	JIM'S LOCKSMITHING, 36 LAKESHORE DR., NORTH BAY, ON, P1A2A3 8980	04/08/21	\$11.19	\$11.19	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
8982	04/08/21 KEY'S CUT	04/08/21	\$139.92	\$139.92	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
8897	NORTHERN UNIFORM SERVICE, 2230 ALGONQUIN ROAD, SUDBURY , ON, P3E 4Z6 401890	04/07/21	\$285.77	\$285.77	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
8927	POWASSAN HOME HARDWARE & AUTO PARTS, P.O. BOX 148, POWASSAN , ON, POH 1Z0 47497	04/08/21	\$304.56	\$304.56	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47618	04/08/21 MAIL BOX S, SHOP TOWELS	04/08/21	\$27.46	\$27.46	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47926	04/08/21 ADHESIVE	04/08/21	\$3.82	\$3.82	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47929	04/08/21 PAINT LINERS	04/08/21	\$23.40	\$23.40	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47972	04/08/21 VALVE	04/08/21	\$31.49	\$31.49	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47833	04/08/21 ENGINE OIL	04/08/21	\$25.43	\$25.43	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
47521	04/08/21 VALVE	04/08/21	\$31.54	\$31.54	10-20-63210	BRIDGES & CULTVERTS-	\$0.00	\$0.00
47497	04/08/21 PROPANE	04/08/21	\$31.54	\$31.54	10-20-63270	ROADSIDE	\$0.00	\$0.00
48070	04/08/21 PROPANE TANKS	04/08/21	\$559.63	\$559.63	10-20-63420	WINTER CONTROL-	\$0.00	(\$7,371.62)
48071	04/08/21 MAIL BOX S, SHOP TOWELS	04/08/21	\$33.58	\$33.58	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	(\$772.99)
48071	04/08/21 INSULATION	04/08/21	\$13.93	\$13.93	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	(\$772.99)
48071	04/08/21 TAPE	04/08/21	\$13.93	\$13.93	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	(\$772.99)
\$1,086.38								

**Total FIRE DEPARTMENT**

## PUBLIC WORKS

[illegible]

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
8975 MAR21ST MAR21ST3	03/31/21 03/31/21 03/31/21	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7 APPLE - ICLOUD STORAGE - ST CDN TIRE - SUPPLIES - PW	03/31/21 03/31/21 03/31/21	\$1.46 \$106.82 \$108.28	\$1.46 \$106.82 \$108.28	10-20-63060 10-20-63060 10-20-63060	PUBLIC WORKS- PUBLIC WORKS- BENEFITS	\$0.00 \$0.00 \$0.00	(\$12,595.53) (\$12,595.53) (\$1,869.00)
9168 DENTAL 3/21	04/07/21	EMPLOYEE DENTAL	04/07/21	\$116.00	\$116.00	10-20-61510	BENEFITS	\$0.00	(\$1,869.00)
9256 62691746	04/08/21	LINDE, P.O. BOX 400, STATION D, SCARBOROUGH, ON, M1R 5M1 CYLINDER RENTAL	04/08/21	\$60.99	\$60.99	10-20-63060	PUBLIC WORKS-	\$0.00	(\$12,595.53)
9977 1107887	04/07/21	POWASSAN FLOWERS & COUNTRY FAVORITES, P.O. BOX 428, 487 MAIN ST, POWASSAN, ON, P0H 1Z0 DOWN TOWN FLOWER BASKETS	04/07/21	\$846.54	\$846.54	10-20-63820	DOWNTOWN-	\$0.00	\$0.00
10395 dental 3/21 MEDICAL MTO DRIVE TEST	04/07/21 04/07/21 04/07/21 04/07/21	EMPLOYEE dental MTO MEDICAL DRIVE TEST	04/07/21 04/07/21 04/07/21 04/07/21	\$216.16 \$200.00 \$110.54 \$526.70	\$216.16 \$200.00 \$110.54 \$526.70	10-20-61510 10-20-61510 10-20-61510 10-20-61510	BENEFITS BENEFITS BENEFITS BENEFITS	\$0.00 \$0.00 \$0.00 \$0.00	(\$1,869.00) (\$1,869.00) (\$1,869.00) (\$1,869.00)
Total PUBLIC WORKS									\$5,250.10

ENVIRONMENT

8781 23242 4-21	04/08/21	GREEN SHIELD CANADA, P.O. 1612, WINDSOR , ON, N9A 7A7 GREEN SHIELD DRUG PLAN	04/08/21	\$263.34	\$263.34	10-25-61510	BENEFITS GARBAGE	\$0.00	(\$581.40)
8927 46924	04/08/21	POWASSAN HOME HARDWARE & AUTO PARTS, P.O. BOX 148, POWASSAN , ON, P0H 1Z0 BLUE BOXES	04/08/21	\$146.41	\$146.41	10-25-64940	RECYCLING PROGRAM	\$0.00	(\$18,024.92)
Total ENVIRONMENT									\$3,917.08

SEWER

8927 47529	04/08/21	POWASSAN HOME HARDWARE & AUTO PARTS, P.O. BOX 148, POWASSAN , ON, P0H 1Z0 ABS PIPE	04/08/21	\$115.99	\$115.99	10-40-64140	SEWER DISTRIBUTION-	\$0.00	(\$3,917.08)
Total SEWER									\$115.99

BUILDING DEPARTMENT

8781 23242 4-21	04/08/21	GREEN SHIELD CANADA, P.O. 1612, WINDSOR , ON, N9A 7A7 BUILDING INSPECTOR GREEN SHIELD	04/08/21	\$264.78	\$264.78	10-45-62700	BUILDING INSPECTOR	\$0.00	(\$1,788.46)
8975 MAR21MM2 MAR21MM3 MAR21MM	03/31/21 03/31/21 03/31/21 03/31/21	SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY , ON, P1B 2T7 APPLE - ICLOUD STORAGE RYMAN TITLES - TITLE SEARCH GARLANDS FUEL FOR MUN VEHICLE	03/31/21 03/31/21 03/31/21 03/31/21	\$1.46 \$159.22 \$77.10 \$237.78	\$1.46 \$159.22 \$77.10 \$237.78	10-45-62710 10-45-62710 10-45-62715 10-45-62715	BUILDING INSPECTOR- BUILDING INSPECTOR- CBO/BYLAW/PROP STD	\$0.00 \$0.00 \$0.00 \$0.00	(\$280.35) (\$280.35) (\$948.49) (\$948.49)

**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
9684 EMPLOYEE DENTAL 3/2021	04/07/21	DENTAL	04/07/21	\$380.00	\$380.00	10-45-61510	BENEFITS	\$0.00	(\$675.00)

**Total BUILDING DEPARTMENT**

**\$882.56**

**PROTECTION TO PERSONS & PROPERTY**

8781 GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	04/08/21	PROPERTY STANDARD GREEN SHIELD	04/08/21	\$264.24	\$264.24	10-50-61510	BENEFITS	\$0.00	(\$792.72)
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**Total PROTECTION TO PERSONS & PROPERTY**

**\$264.24**

**HEALTH SERVICES**

8745 EASTHOLME, BOX 400, POWASSAN, ON, P0H 1Z0	04/08/21	1 ST Q AND SPECIAL LEVY	04/08/21	\$38,408.00	\$38,408.00	10-60-66200	EASTHOLME LEVY	\$0.00	\$0.00
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8886 NORTH BAY PARRY SOUND DIST. HEALTH UNIT, 345 OAK ST W, NORTH BAY, ON, P1B 2T2	04/08/21	1 ST Q 2021	04/08/21	\$35,620.32	\$35,620.32	10-60-65000	HEALTH UNIT	\$0.00	\$0.00
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9007 TOWN OF PARRY SOUND, 52 SEQUIN STREET, PARRY SOUND, ON, P2A 1B4	04/08/21	20363 1ST Q	04/08/21	\$25,814.73	\$25,814.73	10-60-65220	LAND AMBULANCE	\$0.00	\$0.00
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**Total HEALTH SERVICES**

**\$99,843.05**

**TROUT CREEK COMMUNITY CENTRE**

8781 GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	04/08/21	TCCC GREEN SHIELD	04/08/21	\$264.15	\$264.15	10-75-61510	BENEFITS	\$0.00	(\$1,541.05)
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**Total TROUT CREEK COMMUNITY CENTRE**

**\$264.15**

**SPORTSPLEX**

8781 GREEN SHIELD CANADA, P.O. 1612, WINDSOR, ON, N9A 7A7	04/08/21	SP GREEN SHIELD	04/08/21	\$264.15	\$264.15	10-80-61510	BENEFITS	\$0.00	(\$1,660.65)
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8975 SCOTIABANK VISA, 204 MAIN STREET, NORTH BAY, ON, P1B 2T7	03/31/21	MAR21MH	03/31/21	\$5.99	\$5.99	10-80-61555	OFFICE EXPENSES	\$0.00	(\$1,561.54)
MAR21KB	03/31/21	SANDPIPER - BOILER RENTAL	03/31/21	\$160.63	\$160.63	10-80-61945	EQUIPMENT- SUPPLIES	\$0.00	(\$555.92)

9976 ROGERS WIRELESS, 30 VICTORIA CRESCENT, BRAMPTON, ON, L6T 1E4	04/07/21	5831179	04/07/21	\$488.45	\$488.45	10-80-61550	TELEPHONE & FAX	\$0.00	(\$227.66)
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**Total SPORTSPLEX**

**\$919.22**

**Total Bills To Pay:**

**\$146,474.95**

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>GENERAL GOVERNMENT</b>										
	10030	MINISTER OF FINANCE, PO BOX 4600, 189 RED RIVER ROAD, THUNDER BAY, ON, P7B6L8								
	APRIL 13 2021	04/13/21	MARRIAGE LICENCE'S	04/13/21	\$1,200.00	\$1,200.00	10-10-61545	MARRIAGE LICENCING &	\$0.00	\$0.00
						\$1,200.00				\$0.00
	10493	EIDES RESIDENTIAL HOME , , POWASSAN, ON, P0H 1Z0								
	APRIL 13 2021	04/13/21	MINISTRY OF HEALTH LOAN	04/13/21	\$50,000.00	\$50,000.00	10-10-36170	RESERVE-EIDES	\$0.00	(\$50,000.00)
						\$50,000.00				
						\$51,512.24				
<b>Total GENERAL GOVERNMENT</b>										
<b>FIRE DEPARTMENT</b>										
	9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7								
	7057235253	421	04/13/21 TC FIRE HALL PHONE	04/13/21	\$81.34	\$81.34	10-15-62020	FIRE DEPT.-OPERATIONS	\$0.00	(\$10,847.95)
						\$81.34				
						\$81.34				
<b>Total FIRE DEPARTMENT</b>										
<b>PUBLIC WORKS</b>										
	8792	HYDRO ONE NETWORKS, P.O. BOX 4102, STN A, TORONTO , ON, M5W 3L3								
	200066782851	421	04/13/21 STREET LIGHTING-HYDRO	04/13/21	\$1,224.77	\$1,224.77	10-20-63020	STREET LIGHTING-HYDRO	\$0.00	(\$2,154.13)
						\$1,224.77				
	8799	J & J EQUIPMENT REPAIR, 84 CHISWICK LINE, RR # 1, POWASSAN, ON, P0H 1Z0								
	17456	04/13/21 REPAIRS		04/13/21	\$531.08	\$531.08	10-20-63640	96 BACKHOE-	\$0.00	(\$1,357.63)
	17459	04/13/21 REPAIR BROOM ATTACHMENT		04/13/21	\$106.85	\$106.85	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	(\$820.50)
	75360	04/13/21 REPAIRS		04/13/21	\$332.60	\$332.60	10-20-63720	TRACKLESS-KUBOTA-	\$0.00	(\$820.50)
						\$970.53				
						\$2,195.30				
<b>Total PUBLIC WORKS</b>										
<b>SEWER</b>										
	8778	GOMOLL TIM-BR MART, 8 JOSEPH STREET, BOX 67, POWASSAN , ON, P0H 1Z0								
	2087516	04/13/21 DRAIN PIPE		04/13/21	\$291.45	\$291.45	10-40-64140	SEWER DISTRIBUTION-	\$0.00	(\$4,033.07)
						\$291.45				
						\$291.45				
<b>Total SEWER</b>										
<b>HISTORICAL &amp; CULTURE</b>										
	9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7								
	7057235606	421	04/13/21 PHONE BILL TROUT CREEK SENIOR FRIENDSHIP HALL	04/13/21	\$64.01	\$64.01	10-65-66030	TROUT CREEK SENIOR	\$0.00	(\$190.45)
						\$64.01				
						\$64.01				
<b>Total HISTORICAL &amp; CULTURE</b>										

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

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<b>TROUT CREEK COMMUNITY CENTRE</b>										
	9059	BELL CANADA, PO BOX 9000, NORTH YORK, ON, M3C 2X7								
	7057235372 421	04/13/21	TELEPHONE & FAX	04/13/21	\$59.90	\$59.90	10-75-61550	TELEPHONE & FAX &	\$0.00	(\$364.83)
<b>Total TROUT CREEK COMMUNITY CENTRE</b>										
<b>SPORTSPLEX</b>										
	9758	BELL TV, P.O. BOX 3250, STATION DON MILLS, NORTH YORK, ON, M3C 4C9								
	845520060017196	04/13/21	OFFICE EXPENSES SATELLITE TV	04/13/21	\$124.29	\$124.29	10-80-61555	OFFICE EXPENSES	\$0.00	(\$1,561.54)
<b>Total SPORTSPLEX</b>										
<b>Total Bills To Pay:</b>					<b>\$54,328.53</b>					