

AGENDA

Regular Council meeting to be held
Tuesday January 19, 2021 at 7:00 p.m.
Fire Hall @252 Clark, 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**
6. **ADOPTION OF MINUTES**
 - 6.1 Regular Council meeting of December 15, 2020
7. **MINUTES AND REPORTS FROM COMMITTEES OF COUNCIL**
 - 7.1 Trout Creek Community Centre Board minutes of December 9, 2020
 - 7.2 Powassan Police Service Board minutes of December 14, 2020
 - 7.3 Municipal Emergency Control Group minutes of December 16, 2020
 - 7.4 Municipal Emergency Control Group minutes of December 22, 2020
 - 7.5 Municipal Emergency Control Group minutes of January 13, 2021
8. **MINUTES AND REPORTS FROM APPOINTED BOARDS**
 - 8.1 Almaguin Community Economic Development ACED minutes of December 7, 2020
 - 8.2 District of Parry Sound Social Services Administration Board 2021 Budget
 - 8.3 North Bay Parry Sound District Health Unit-Proposed 2021 Levy
 - 8.4 District of Parry Sound Social Services Board-CAO Quarterly Report January 2021
9. **STAFF REPORTS**
 - 9.1 2020 Fire Report- Chief Bill Cox
 - 9.2 Memo- C.Munshaw, Engineer- re NOAH Site Plan Approval
10. **BY-LAWS**
 - 10.1 By-Law 2021-01 – Tax Sale Administration Fees-Realtax
 - 10.2 By-Law 2021-02 – Authorize Borrowing
 - 10.3 By-Law 2021-03 – Aggregate Pit Agreement-Evan Hughes Excavating
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - 12.1 Consent B6/POWASSAN/2021- Edworthy
 - 12.2 OCWA- Powassan Drinking Water System-2020 Annual Water Report
 - 12.3 Niagara Wireless Internet Company – NWIC Inc.
 - 12.4 Arenas- verbal Mayor McIsaac
13. **CORRESPONDENCE**
 - 13.1 MPAC – 2021 Budget & Levy
 - 13.2 Ministry of Agriculture, Food and Rural Affairs- Rural Economic Development RED Program
 - 13.3 Ministry of Municipal Affairs and Housing-2021 COVID-19 Safe Restart Agreement
 - 13.4 Solicitor General- Community Safety and Well-Being Plan
 - 13.5 Ministry of Transportation- Off-Road Vehicles
 - 13.6 Ministry of Municipal Affairs and Housing- Declaration of Provincial Emergency

14. **ADDENDUM**

15. **ACCOUNTS PAYABLE**

16. **NOTICE OF SCHEDULE OF COUNCIL AND BOARD MEETINGS**

17. **PUBLIC QUESTIONS**

18. **CLOSED SESSION**

19. **MOTION TO ADJOURN**

Council Meeting
Tuesday December 15, 2020, at 7:00 pm
Fire Hall, Powassan

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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- 2020-381** Moved by: D. Britton Seconded by: R. Hall
That the agenda of the Regular Council meeting of December 15, 2020, be approved with the addition of:
12.4 Public Skating **Carried**
- 2020-382** Moved by: D. Britton Seconded by: R. Hall
That the minutes of the Regular Council meeting of December 1, 2020, be adopted. **Carried**
- 2020-383** Moved by: M. Wand Seconded by: R. Hall
That the minutes from the Golden Sunshine Municipal Non-profit housing corporation committee meeting dated October 20, 2020, be received. **Carried**
- 2020-384** Moved by: R. Hall Seconded by: M. Wand
That the ACED 2020 committee minutes of October 19, 2020, be received. **Carried**
- 2020-385** Moved by: D. Piekarski Seconded by: R. Hall
That the ACED partnership projects overview & 2021 work plan, be received. **Carried**
- 2020-386** Moved by: D. Piekarski Seconded by: M. Wand
That the monthly CAO report dated December 2020 from the District of Parry Sound Social Services Administration Board, be received. **Carried**
- 2020-387** Moved by: D. Britton Seconded by: D. Piekarski

WHEREAS January 2021 has been declared National Crime Stoppers Month across Canada;
and

WHEREAS The foundation of Crime Stoppers is the partnership between the community, law enforcement and media; and

WHEREAS Crime Stoppers works to educate the public and create awareness on illegal activities in an effort to help promote the

Canadian values of safety, empowerment and inclusion. Creating awareness and mobilizing Canadians in reporting

suspicious or criminal activity anonymously requires a network of partners working together for a common end; and

WHEREAS we urge all citizens to celebrate Nation Crime Stoppers Month.

NOW, THEREFORE, I, Peter McIsaac, Mayor of the Municipality of Powassan, do hereby proclaim January 2021 as National Crime Stoppers Month.

Carried

2020-388

Moved by: R. Hall

Seconded by: D. Britton

That the memo from Property Standards Officer B. Mousseau and Chief Building Official M. Martin regarding the results of tender 2020-13 Demolitions be received; and further that Tender 2020-13 Demolitions in the amount of \$166,901.00 including HST be awarded to Evan Hughes Excavating.

Carried

2020-389

Moved by: D. Piekarski

Seconded by: R. Hall

That the draft agreement for the Powassan and District Union Public Library Board, be received.

Carried

2020-390

Moved by: M. Wand

Seconded by: R. Hall

That correspondence dated December 1, 2020 from the Noroth Bay Regional Health Centre Foundation, be received.

Carried

2020-391

Moved by: D. Britton

Seconded by: M. Wand

That the accounts payable listing reports dated December 3, 9, 11 2020, in the total amount of \$277,174.06 be approved for payment.

Carried

Carried

2020-392

Moved by: M. Wand

Seconded by: R. Hall

That Council now adjourns at 7:45 pm.

Carried

Mayor

CAO/Clerk-Treasurer



**TROUT CREEK COMMUNITY CENTRE BOARD
DECEMBER 9, 2020
@ 7:00P.M.
TROUT CREEK COMMUNITY CENTRE**

1. Call to Order

Motion 2020-37

Moved By: Ted Hummel

Seconded By: Elva Taggart

That the meeting be called to order at 7:00p.m.

PRESENT:

Jeff Eckensviller-Chair

Brian Eckensviller

Elva Taggart

Ted Hummel

Karen Chadbourn

Absent with regrets:

Trina Hummel-Co Chair

Tyson Hummel

Terri-Anne Fricker-Bar/Food/Event Coordinator

Jeff Conrad

Randy Hall-Councillor

Peter McIsaac-Mayor

Staff:

Dale Jardine-Arena Manager

Norma Conrad-Recording Secretary

Guest(s)

None

2. Disclosure of pecuniary interest and general thereof:

None

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3. Approval of Agenda

Motion 2020-38

Moved By: Brian Eckensviller

Seconded By: Ted Hummel

That the Agenda is approved.

4. Presentation(s)

None

5. Approval of Minutes

Motion 2020-39

Moved By: Elva Taggart

Seconded By: Karen Chadbourn

That the minutes of the previous meeting of October 14, 2020 be adopted.

6. Manager's Report

Arena Manager Dale Jardine advised the members that he'd like to increase the day time rental fee from \$75.00 to \$100.00. If agreed upon he would also like to change the time slot from 7:00am until Noon to 7:00am till 4:00pm. There was a brief discussion. A motion was then passed.

Motion 2020-40

Moved By: Brian Eckensviller

Seconded By: Karen Chadbourn

The Trout Creek Community Centre Board recommends extending the daytime weekday ice rental to be from 7:00 am to 4:00 pm for a cost of a \$100.00 including tax.

7. Bar/Food/Event Coordinator

Our Bar/Food/Events Coordinator Terri-Anne Fricker was absent for this meeting.

8. Member's Report

Brian Eckensviller asked the Arena Manager Dale Jardine who is snow plowing the parking lot? He replied to Brian that the town is doing it with the ¾ ton truck and the snow plow.

9. Review of Action Items

Band Roadhouse Update

A letter was added to the agenda to inform the members that the band Roadhouse has accepted the offer to reschedule the band for the following year for the Trout Creek Winter Carnival 2021.

10. Business/Correspondence

None

11. Addendum

None

12. Accounts Payable

Motion 2020-40

Moved By: Brian Eckensviller

Seconded By: Karen Chadbourn

That the accounts payable listings in the total amount of \$7,351.00 be approved for payment.

13. Notice of Meeting

Motion 2020-41

Moved By: Elva Taggart

Seconded By: Ted Hummel

That the next meeting be scheduled for January 13, 2021 at 7:00 p.m.

14. Closed Session

None

15. Adjournment

Motion 2020-42

Moved By: Ted Hummel

Seconded By: Elva Taggart

That the committee adjourned at 7:34 p.m.

Chair

Recording Secretary



**POLICE SERVICE BOARD
AGENDA
DECEMBER 14, 2020
@6:00 P.M.
250 CLARK – GYMNASIUM**

1. Call to Order

Motion 2020-28

Moved By: Jeff Dagg

Seconded By: Mary Houghton

That the meeting is called to order at 6:07p.m.

PRESENT:

Sergeant Andrew Kraemer

Jeff Dagg

Mary Houghton-Crime Stoppers

Rebecca Metcalf

Markus Wand-Councillor

STAFF:

Norma Conrad – Recording Secretary

Absent with regrets:

Staff Sergeant Detachment Commander William McMullen

Ben Mousseau-Protective Services

Lauren Ryckman-Director of Support Service North Almaguin Highlands Community Living

2. Disclosure of pecuniary interests and general thereof:

None

3. Approval of Agenda

Motion 2020-29

Moved By: Rebecca Metcalf

Seconded By: Mary Houghton

That the agenda is adopted

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4. Approval of Minutes

Motion 2020-30

Moved By: Rebecca Metcalf

Seconded By: Jeff Dagg

That the minutes of the previous meeting of September 21, 2020 be amended & approved

Update: Received by Mary Houghton from Crime Stoppers that the Jail-a-thon virtual event is a no go.

5. Presentation(s)

None

6. Manager's Report

Sergeant Andrew Kraemer sat in on the meeting covering for Staff Sergeant Detachment Commander William McMullen in his absent. Staff Sergeant Andrew Kraemer advised the members that the Calls for Service report had no huge changes, but did touch base to identify certain calls that have increase in the last quarter such as domestics are up over a 100% in the region, Theft-Break & Enters and Suspicious Person(s) are all on the rise as well do to covid-19.

7. Member's Report

None

8. Crime Stoppers

Mary Houghton from Crime Stoppers gave a stats update report and advised that there were 1,699 arrests, 1,479 charges, 2,725 cases cleared, \$238,023 rewards approved and 931 tips received. She reminded everyone that January 2021 as Crime Stoppers month, and explained that certain municipalities along with Powassan that were passing a motion to declare January 2021 as Crime stoppers month.

F.Y.I.

Anyone with information about any criminal activity can 'Say it Here' by calling 476-TIPS (8477) or 1-800-222- TIPS (8477). The secure, encrypted online tip form is also available 24 hours a day, seven days a week at nearnorthcrimestoppers.com

9. Old Business

Needing to get price quotes on security cameras and a moveable speed sign deferred to next meeting in March 2021

10. New Business

None

11. Correspondence

11.1) Memo updated Bank Statement

The bank statement was added to the agenda package for members viewing

11.2) letter from Solicitor General

Received a letter from Sylvia Jones Solicitor General Minister responsible for Anti-Racism was added to the agenda package for members viewing.

12. Addendums

None

13. Accounts Payable

None

14. Notice of Meeting

Motion 2020-31

Moved By: Jeff Dagg

Seconded By: Rebecca Metcalf

That the next meeting will be scheduled for March 15, 2021 at 6:00p.m. in the Gymnasium/Birch room.

15. Closed Session

None

16. Adjournment

Motion 2020-32

Moved By: Mary Houghton

Seconded By: Jeff Dagg

That the meeting adjourned at 6:42p.m.

Chair

Recording Secretary

Minutes

Municipal Emergency Control Group Meeting

Dec. 16, 2020 1300hrs

Subject: Municipal Operations related to COVID-19

Present: Mayor Peter McIsaac, CAO Maureen Lang, Emergency Information Officer Lesley Marshall, Recreation and Facilities Manager Mike Heasman, TCCC Manager Dale Jardine, Community Emergency Management Coordinator Ben Mousseau

1300hrs - Call to Order

1. Update - Provincial numbers consistently over 2000 confirmed cases daily. Our region still in green. Simcoe-Muskoka moving to orange.

2. NYE Fireworks - Update that we have agreed not to proceed with NYE fireworks display. After much consideration, it was determined there is likely no way to host an event like this and guarantee the numbers will stay below the provincial standard. Mike has spoke to the distributor, we will have a \$4000 credit.

3. Public Skating - At the council meeting of Dec. 15, council agreed to allow families to rent ice at the minor hockey rate to allow for more skating as there is currently no public skating at the Sportsplex. Mike advises the minor hockey rate is \$125/hr compared to the regular primetime rate of \$163. He also advises that there is no primetime ice available, the rink is currently fully booked. There is still weekday, daytime ice available at the standard rate of \$94/hr. The Trout Creek Booster Club submitted a proposal to run public skating. The control group approved this proposal. It clearly identified how numbers would be limited, active screening protocol, contact tracing requirements etc. Maureen agreed to approach the Trout Creek Lions to discuss funding.

3. Local cases - Municipal staff were included on an email exchange between Chisholm staff and the OPP. Chisholm is requesting help with increased educational programming for certain segments of the population in Chisholm who don't seem to be fully aware or in full compliance of the current Covid restrictions. It was agreed that Ben shall contact the OPP and request that they keep us informed if there is more police interaction in the area regarding Covid enforcement.

4. Vaccination program - The provincial vaccination task force is beginning to reach out to municipalities to identify suitable facilities for vaccination clinics. It was agreed that 250 Clark would be suitable and that the municipality would offer it up when the time came. Depending

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on the time of year, rinks may also be appropriate facilities to use for this.

1500hrs - Adjourn.

Minutes

Municipal Emergency Control Group Meeting

Dec. 22nd, 2020 1000hrs

Subject: Municipal Operations related to COVID-19

Present: Mayor Peter McIsaac, CAO Maureen Lang, Emergency Information Officer Lesley Marshall, Recreation and Facilities Manager Mike Heasman, TCCC Manager Dale Jardine, Community Emergency Management Coordinator Ben Mousseau

1004hrs - Call to Order

Background: It was announced on Tuesday that as of 12:01am on December 26th, the entire province will enter lockdown again.

1. Impact to municipal operations:

- All 250 Clark user groups have been advised
- Reception services will still operate with the safety precautions put in place
- Food Bank will continue to operate on Wednesdays by appointment only
- Grace House volunteers have had building access removed
- Fitness Centre member access disabled
- Any burning permits expiring on Dec. 31st are active until January 11th, 2021
- Staff who have the ability will be encouraged to work from home where able
- Library is moving to curbside service. We are recommending to them that they not operate curbside pick-up concurrently with Life Labs operating hours. We are also recommending against public access for computer usage during the lockdown
- The planning board will be asked not to enter the municipal offices during lockdown
- Online messaging has been published to provide information on bill payment etc as well as provincial messaging regarding lockdown measures. The outgoing phone message has also been updated.
- Building permit processes are still allowed to continue
- Rinks will be closed from December 23rd - January 11th at the earliest.
- Terry has to come in over the holidays to perform updates on the server
- Maureen and Kim need to come in on the 31st to perform year end work.

1100hrs - Adjourn.

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Minutes

Municipal Emergency Control Group Meeting

January 13th, 2020

Subject: Municipal Operations related to new Provincial Declaration of Emergency and Stay-at-Home order.

Present: Mayor Peter McIsaac, CAO Maureen Lang, Emergency Information Officer Lesley Marshall, Recreation and Facilities Manager Mike Heasman, TCCC Manager Dale Jardine, Community Emergency Management Coordinator Ben Mousseau, Fire Chief Bill Cox

1310 – Call to Order

Background: It was announced on Tuesday that as of 12:01am on January 14th, A stay at home order will be issued throughout the province, authorised under a new declaration of emergency.

1. Outdoor Rink – Various options on how to deal with ODR were discussed including closing the facility. Rink will be temporarily closed starting today (Jan 13th) due to weather conditions. It was agreed that when conditions allow, the rink will re-open with new capacity limits of 5 users per side. Staff will monitor adherence and will reconsider closure if it becomes a risk. Ben will post signage with new limits and publish the update on the municipal Facebook page.

2. Staffing – Provincial messaging states employers shall have employees work from home wherever possible. Staff are encouraged to do so but must report to their supervisor what they are working on. The operation of front reception was discussed. It was agreed that reasonable safety measures have been put in place to allow front reception to continue to operate. Reception staff will be consulted to see if they are still comfortable working in that role, if so, reception services will remain open. PW staff are reminded to continue adhering to infection prevention protocols put in place.

3. Council Meetings – As 5 members of council plus a clerk would exceed the new gathering limit of 5, council meetings should return to an electronic format.

4. Food Bank – The food bank has reduced the amount of staff working in the building. Clients must send their list ahead of time, orders will be prepared and set outside for pick-up.

5. Library – The library will continue to offer curbside service. The number of staff in the building will be reduced as much as possible. They have questioned whether Life Labs is still

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permitted to operate in their space under the now stay-at-home order. Medical services are still permitted. Previously it was recommended to the library to schedule curbside services in a way that did not conflict with the times Life Labs was operating. They agreed with that recommendation and have already implemented it.

6. Arenas – The latest order does not allow the rinks to open until January 28th at the earliest if the orders are not extended. There was some discussion as to whether it would be financially viable to operate an extended season at that point. Mayor McIsaac requested that Mr. Heasman and Jardine prepare a cost/benefit analysis report so Council can consider the options.

1409hrs – Adjourn.

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES December 7, 2020

A regular meeting of the ACED Board was held at the Township of Strong Municipal Office on December 7, 2020 at 6:00 pm.

Present: Tim Bryson, Township of Joly, Chair
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 Alkins, MENDM
Delynne Patterson, Township of Ryerson
Brenda Scott, Village of South River
Ron Begin, FedNor
Tim Brunton, Municipality of Magnetawan
John Wilson, Village of Burk's Falls

Regrets: Peter McIsaac, Municipality of Powassan

Staff: Dave Gray, Director of Economic Development
Courtney Metcalf, Economic Development Officer
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

That the minutes of Monday, October 19, 2020 meeting were adopted as circulated.

Director of Economic Development (DED) Report

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

The Director covered the following items from the report;

1. The Director spoke to the recent announcements regarding the Universal Broadband Fund. Blue Sky Net has made an application for funding which was supported by the Board.

2. Employment North, in collaboration with The Labour Market and ACED, has hosted a series of virtual job fairs to help connect job seekers with employers.
3. The consultant for the Regional Brand Strategy project has provided a Phase 1 report which was discussed by the Board. ACED was asked to reach out to the partners to request existing municipal reports. The project is now in phase 3.
4. Digital Main Street 2.0 has reached out to businesses to see who can make use of the program. The deadline for grant applications was amended from November 30 to December 15, 2020.
5. The Board received the final report for the Agriculture and Culinary Stakeholder Engagement Strategy.
6. An update was given on the Great Taste of Ontario Road Trip project.
7. The Board reviewed a report of the 2021 revised draft budget for the ACED Department. The budget was discussed by the board and a resolution was passed recommending approval by the partners.
8. The Board discussed the possibility of having a surplus for 2020 and passed a resolution approving that the 2020 surplus remain in the ACED books to fund future initiatives.
9. The Director pointed out that ACED seeking updates regarding the status of Carpool Almaguin locations and looking at transportation options.
10. The Director clarified the partnership with Explorer's Edge on the snowmobile article promotion. The Director is currently working to establish an agreement for 2020/2021 article promotion.
11. The Board reviewed a report from the Director of Economic Development on the hiring process which was used to fill the position of Economic Development Officer. The position was offered and accepted by the chosen candidate. The Director discussed the hiring of an Administrative Assistant to cover a one year leave of absence for the Economic Development Officer.
12. The Board reviewed and discussed the 2021 draft work plan for the Economic Development Department. The Board requested some amendments to the plan. Amendments will be completed, and the plan will be sent to board members. The Director requested that all municipalities review the plan with council as well as present any municipally specific economic development projects for consideration.

Updates

FedNor

FedNor was awarded another 2.6 million in funding from the Federal Government, but they already have enough applications to award this funding. FedNor may get more funds in the near future so if anyone is thinking about applying for funds please do so.

NOHFC

NOHFC is presently evaluating the applications they have received, but programs are on pause waiting for more funding. Because employees are working from home it takes more time to secure decisions.

Other Business

It is recommended to Board members that, not only the minutes of the ACED Board meetings be presented to each partner, but that the Director's report be presented and, if necessary, explained to each partner. This will enhance the communication with each partner and make everyone aware of what the Economic Development Department is doing for the area.

Resolutions

1. 2020-039 – Moved by Margaret Ann MacPhail; Seconded by Wendy Whitwell;
Be it resolved that the Almaguin Community Economic Development Board approve the minutes of October 19, 2020, as circulated. Carried
2. 2020-040 – Moved by Barb Belrose; Seconded by Wendy Whitwell;
WHEREAS the adjustment of the claimed expenses noted in the November 9th Staff Report in addition to projected savings in staff wages and benefits in 2020 have created a budget surplus;
AND WHEREAS when the CIINO funding is depleted the contribution of each partner will have to increase to cover the funds we no longer receive;
AND WHEREAS putting funds aside now will decrease the effect of receiving less funding or not receiving any funding in the future;
NOW THEREFORE the Almaguin Community Economic Development Board approves that any 2020 surplus funds remain as a surplus in the ACED books to be used to support future strategic initiatives or to subsidize contributions from the partners when the CIINO grant is depleted. Carried
3. 2020-41 – Moved by Kelly Elik; Seconded by Barb Belrose;
Be it resolved that the Almaguin Community Economic Development Board recommends that all member councils and the Almaguin Highlands Chamber of Commerce Board approve the 2021 ACED budget as circulated. Carried

Adjournment

4. 2020-042 – Moved by Kelly Elik;
Be it resolved that the Almaguin Community Economic Development Board adjourn the January 18, 2020 ACED meeting at 7:21 p.m. Carried

The next meeting will be January 18, 2020 at 6:00 p.m. If this changes, members will be advised.

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

2021 BUDGET

APPROVED December 10, 2020

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DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
OVERVIEW

OVERVIEW:

The 2021 budget for the District of Parry Sound Social Services Administration Board (DSSAB) was approved on December 10, 2020 with no change to the municipal levy from the prior year.

Overall changes to the municipal levy are as follows:

2020 Budgeted Levy	\$6,421,953
OW Program decrease	(33,608)
Child Care increase	70,990
Community Services decrease	(188,366)
Corporate Services increase	73,257
Other Contributions increase	<u>77,727</u>
2021 Budgeted Levy	\$6,421,953

The DSSAB budgets are prepared with two primary goals: minimizing municipal levy fluctuations and maximizing Provincial:Municipal cost sharing arrangements.

Program costs include a general inflationary increase to expenses, adjustments for collective agreement obligations and an inflationary increase for non union staff for The year.

Ontario Works financial assistance costs have been budgeted at the same level as in 2020. It should be noted that the Province is planning to change the definition of disability for the Ontario Disability Support Program (ODSP) to align it with the definition used in federal government benefit programs. This change has the potential of reducing ODSP caseloads and increasing Ontario Works (OW) caseloads across the Province.

The Province is also planning to transform employment services for all job seekers. Included within this is the integration of Ontario Works social assistance employment services into Employment Ontario. At this point in time, we have no way of ascertaining what the impact of this change will be to our operations and whether or not we will be continuing to provide these supports for our clients.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
OVERVIEW and DIRECTION

Child Care Program costs have decreased by \$113,037 from 2020 to 2021. This is predominantly the result of implementing some staffing efficiencies within our directly operated day care programs. Further to this, our parent fee revenue will be impacted by a \$2 increase to our daily child care rates. Any parent fee revenue received helps to reduce our municipal levy.

Social Housing program costs have increased by \$74,830 from 2020 to 2021. This increase is offset by \$75,000 in Investment in Affordable Housing 2014 Extension funding as we take on the direct delivery of the Housing Allowance program. Savings from staffing changes have allowed us to offset inflationary increases to operating costs within the same funding allocation as the prior year.

Community Services program costs, for our Violence Against Women and Homelessness Programs have decreased by \$207,686. These decreased costs result primarily from two items: the removal of the nurse practitioner from the Homelessness budget, and reduced one-time funding in our VAW program budget.

Corporate Services costs from 2020 to 2021 show a small increase of \$18,257. A one-time cost allocation for comprehensive strategic planning in 2021 is offset by reductions to other administration operating costs and an increased allocation of administration costs to operating programs.

Social Assistance Restructuring expenditures have been held at the same level as the prior year. We continue our practice of spending the prior year's allocation in the current year. These funds are used to support those in our communities with the most limited resources and include funding for local food banks, the emergency shelter and energy program, community based supports for children and the Transitional Support (Home for Good) program.

Further to this it should be noted that several items added to the 2020 budget have been removed and are no longer part of our budget: the operating and capital costs for a van in East Parry Sound and two employment interns.

***DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
OVERVIEW and DIRECTION***

OTHER ISSUES and CONCERNS:

Homelessness and Affordable Housing continue to be recognized as a challenge for municipalities in our District, as well as across the whole Province. Our Housing department continues to work to identify opportunities to address the housing shortage through the Canada-Ontario Affordable Housing Programs. Since 2006, investment in our District under these programs has reached \$10,497,368.

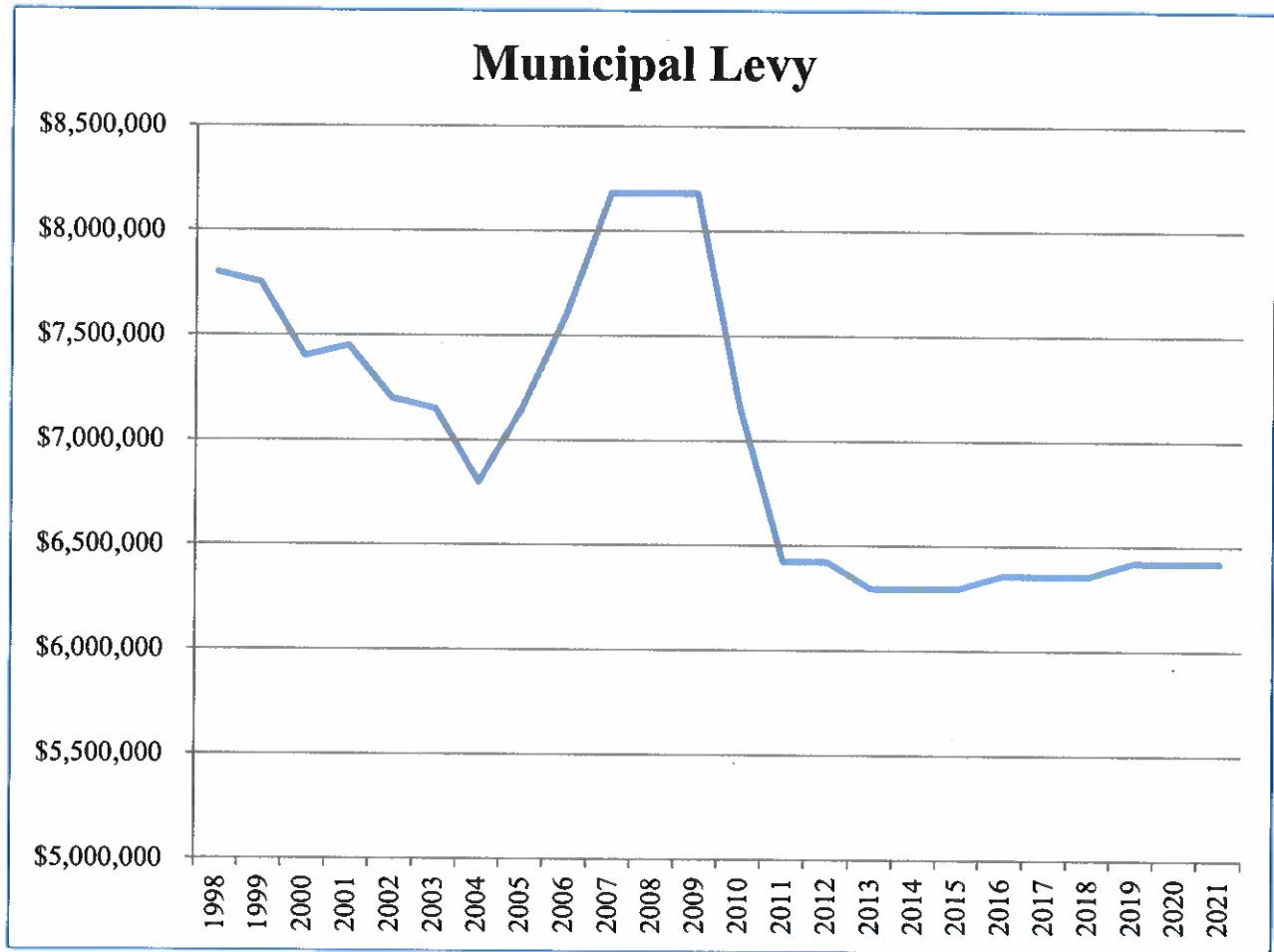
The expiration of operating agreements for our non profit housing providers is an issue of concern. As the operating agreements end, the related federal funding ends. Providers may at that point (if we are in agreement) decide to end their partnership with the DSSAB and convert their housing into market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

As reported in the past, the Local Housing Corporation buildings were transferred from the Province to the DSSAB without capital reserves. One of our greatest priorities over the years has been to minimize the risk of a potential capital fund deficit for these buildings. Based on our building condition assessments and our capital planning process we have established a consistent funding approach with a yearly contribution of \$800,000 (\$700,000 from the municipal levy and \$100,000 from investment income) to minimize levy variability and formulate funding costs into the future.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
SUMMARY OF MUNICIPAL LEVY: OPERATING AND CAPITAL
0.0% CHANGE TO LEVY

	2019 ACTUAL	2020 BUDGET	2021 BUDGET	% CHANGE IN LEVY
OPERATING FUND				
ONTARIO WORKS	1,186,839	1,217,850	1,184,242	-0.52%
CHILD CARE	485,680	470,100	541,090	1.11%
SOCIAL HOUSING	2,309,993	2,450,000	2,450,000	0.00%
COMMUNITY SERVICES	86,682	345,306	156,940	-2.93%
CORPORATE SERVICES	586,136	651,378	724,635	1.14%
DSSAB MUNICIPAL INITIATIVES	350,000	270,000	270,000	0.00%
MUNICIPAL COST	5,005,330	5,404,634	5,326,907	-1.21%
TRANSFERS TO (FROM) OPERATING RESERVES/CONTINGENCY	316,623	(82,681)	(4,954)	1.21%
MUNICIPAL LEVY FOR OPERATIONS	5,321,953	5,321,953	5,321,953	0.00%
CAPITAL FUND				
DSSAB PROGRAM FACILITIES	400,000	400,000	400,000	0.00%
DSSAB HOUSING FACILITIES	700,000	700,000	700,000	0.00%
MUNICIPAL COST	1,100,000	1,100,000	1,100,000	0.00%
NOT YET ALLOCATED CONTRIBUTION	-	-	-	0.00%
MUNICIPAL LEVY FOR CAPITAL	1,100,000	1,100,000	1,100,000	0.00%
TOTAL MUNICIPAL LEVY	6,421,953	6,421,953	6,421,953	0.00%
INCREASE(DECREASE) TO LEVY PERCENTAGE INCREASE (DECREASE)		- 0.00%	- 0.00%	

**DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
MUNICIPAL LEVY TRENDS**

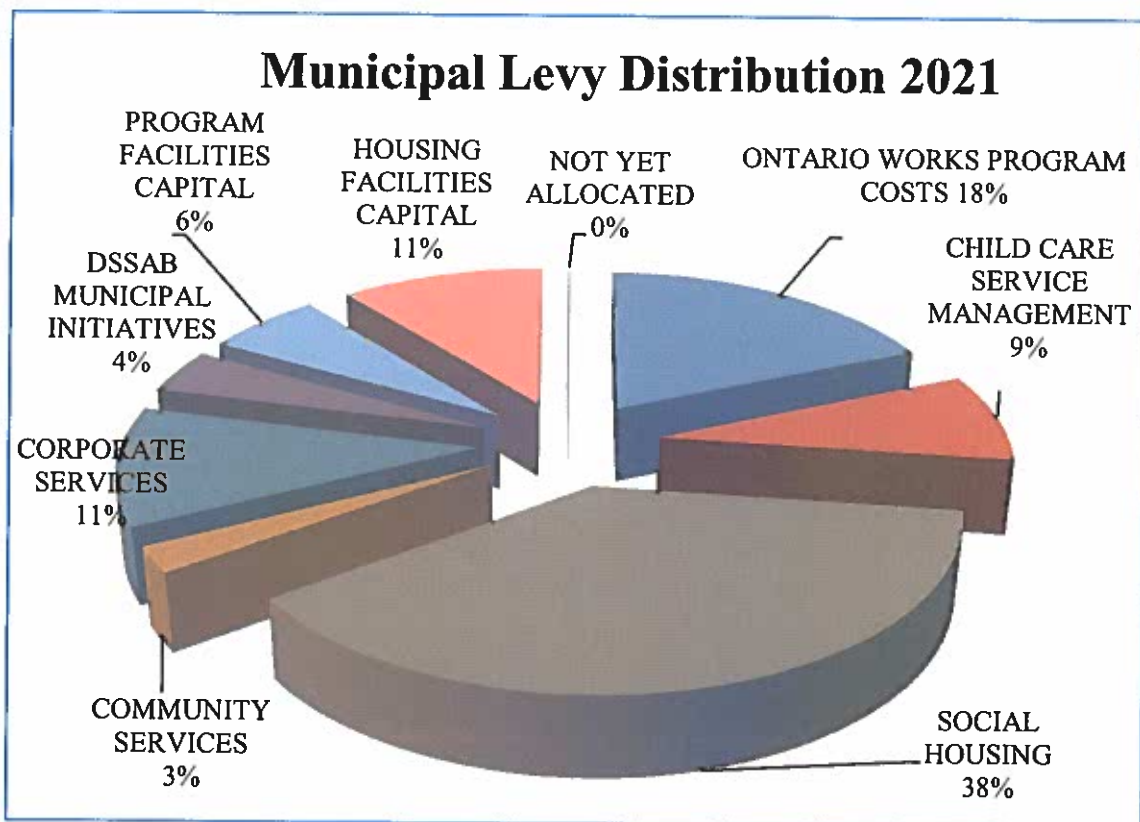
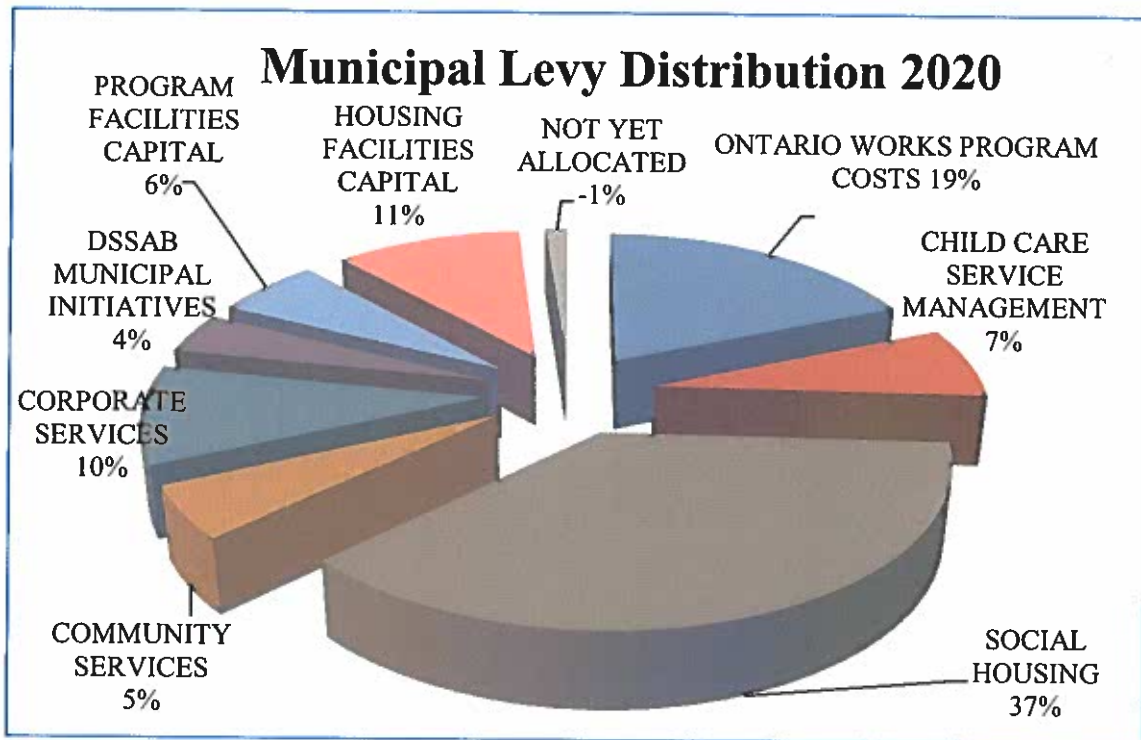


The municipal levy decreased drastically in 2011 when ODSP financial assistance costs were uploaded to the Province. Since then, the levy has hovered between \$6,295,415 and \$6,432,893 – a range of only \$128,478 or 2% of the levy.

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
MUNICIPAL LEVY
WITH 2020 COMPARISON

Municipality	2021 Apportionment Percentage	2020 Levy Actual	2021 Levy Actual	Increase (Decrease) to Levy
Armour	2.53%	162,675	162,577	(98)
Burks Falls	0.55%	35,092	35,077	(15)
Callander	3.73%	239,077	239,438	361
Carling	6.89%	442,520	442,691	171
Joly	0.41%	26,228	26,237	9
Kearney	2.52%	162,067	161,645	(422)
Machar	1.75%	112,406	112,135	(271)
Magnetawan	4.72%	303,019	302,958	(61)
McDougall	5.15%	329,707	330,622	915
McKellar	4.45%	286,874	286,030	(844)
McMurrich	1.54%	98,925	99,088	163
Nipissing	2.61%	167,856	167,296	(560)
Parry Sound	4.95%	317,319	318,150	831
Perry	3.20%	205,282	205,573	291
Powassan	2.25%	144,219	144,235	16
Ryerson	1.27%	81,407	81,439	32
Seguin	23.82%	1,524,938	1,529,631	4,693
South River	0.48%	30,023	30,476	453
Strong	1.98%	127,168	127,414	246
Sundridge	0.70%	45,480	45,126	(354)
The Archipelago	14.16%	914,178	909,553	(4,625)
Whitestone	4.08%	262,573	262,259	(314)
	93.74%	6,019,033	6,019,650	617
Unincorporated	6.26%	402,920	402,303	(617)
Total	100%	6,421,953	6,421,953	-

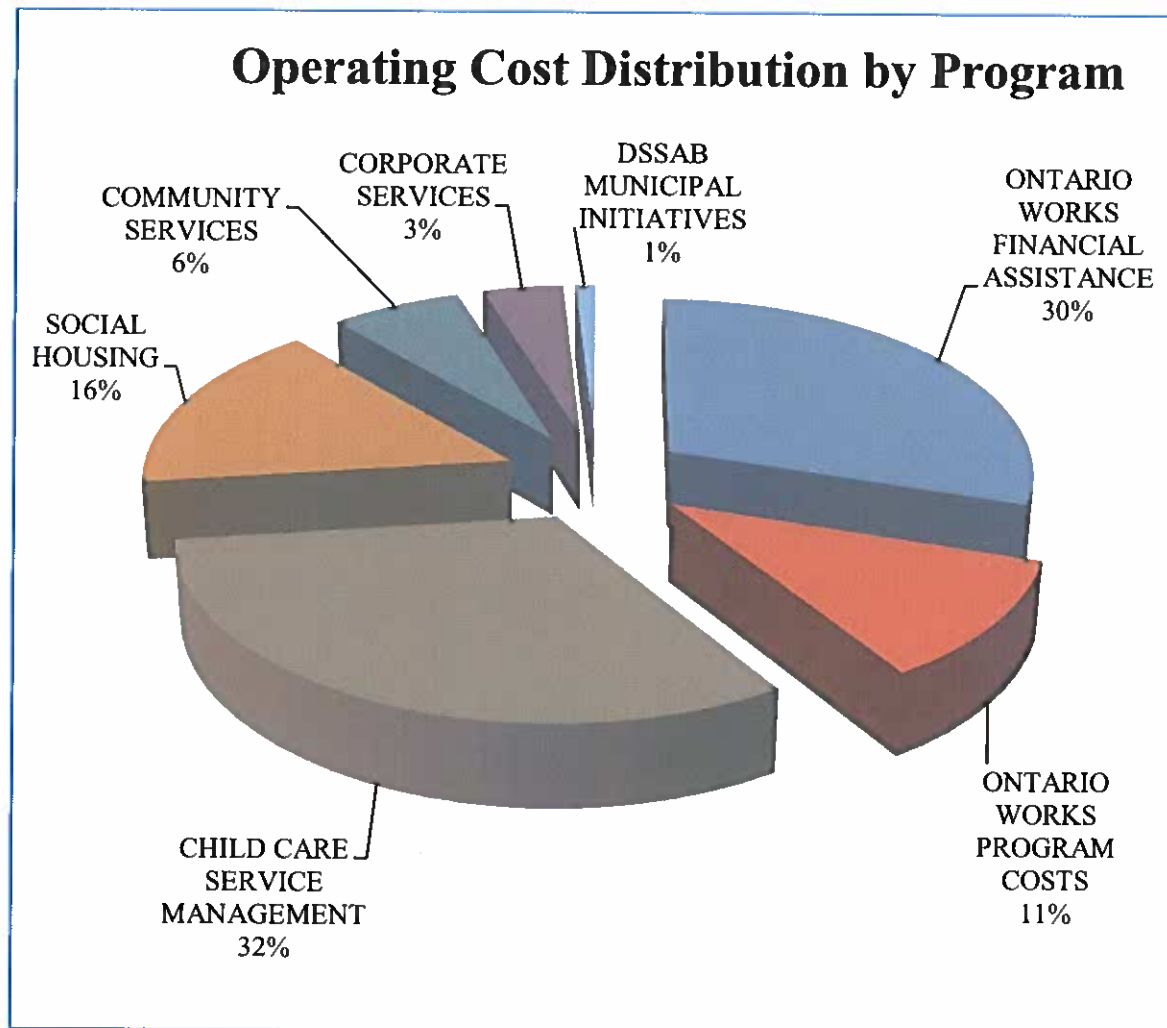
DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
MUNICIPAL OPERATING LEVY DISTRIBUTION



DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
OPERATING BUDGET
TOTAL EXPENDITURES AND FUNDING

	2020 BUDGET	2021 BUDGET	CHANGE
ONTARIO WORKS			
ONTARIO WORKS FINANCIAL ASSISTANCE	\$8,262,000	\$8,262,000	0
ONTARIO WORKS PROGRAM	<u>3,132,250</u>	<u>3,093,185</u>	<u>-39,065</u>
	11,394,250	11,355,185	-39,065
CHILD CARE SERVICE MANAGEMENT			
CHILD CARE ADMINISTRATION	432,000	400,000	-32,000
CHILD CARE CENTRE OPERATIONS	5,542,775	5,449,438	-93,337
EARLY YEARS	1,052,000	1,052,000	0
INCLUSION SUPPORT SERVICES	587,700	600,000	12,300
INTEGRATED RECEPTION	40,000	40,000	0
NON DSSAB FEE SUBSIDY	470,000	470,000	0
NON DSSAB OPERATING SUBSIDY	390,000	390,000	0
NON DSSAB OPERATING WAGE ENHANCEMENT	100,000	100,000	0
JOURNEY TOGETHER	295,364	295,364	0
PLANNING AND PROJECTS	<u>80,716</u>	<u>80,716</u>	<u>0</u>
	8,990,555	8,877,518	-113,037
SOCIAL HOUSING			
SOCIAL HOUSING ADMINISTRATION	766,112	742,912	-23,200
AFFORDABLE HOUSING PROGRAM COSTS	30,000	29,830	-170
BUILDING OPERATING COSTS	2,533,364	2,556,564	23,200
RENT SUPPLEMENT/HOUSING BENEFIT/HOUSING ALLOWANCE	149,600	224,600	75,000
NON-PROFIT HOUSING COSTS	<u>812,000</u>	<u>812,000</u>	<u>0</u>
	4,291,076	4,365,906	74,830
COMMUNITY SERVICES			
VIOLENCE AGAINST WOMEN PROGRAMS	825,000	805,680	-19,320
HOMELESSNESS PROGRAM	620,066	431,700	-188,366
EMERGENCY HEATING AND SHELTER	396,000	396,000	0
TRANSITIONAL SUPPORT (Home for Good)	61,200	61,200	0
HOMEMAKERS PROGRAM	<u>100,000</u>	<u>100,000</u>	<u>0</u>
	2,002,266	1,794,580	-207,686
CORPORATE SERVICES			
CORPORATE SERVICES	1,032,878	1,051,135	18,257
BOARD	<u>60,000</u>	<u>60,000</u>	<u>0</u>
	1,092,878	1,111,135	18,257
SOCIAL ASSISTANCE RESTRUCTURING FUND	270,000	270,000	0
TOTAL ANNUAL OPERATING EXPENSES	28,041,025	27,774,324	-266,701
LESS FUNDING FROM OTHER SOURCES			
PROVINCIAL FUNDING	19,242,115	19,084,141	-157,974
FEDERAL FUNDING	802,076	802,076	0
SOCIAL ASSISTANCE RESTRUCTURING FUND	121,200	121,200	0
PARENT FEE REVENUE	1,455,000	1,430,000	-25,000
TENANT REVENUE	910,000	910,000	0
INVESTMENT INCOME AND OTHER	<u>106,000</u>	<u>100,000</u>	<u>-6,000</u>
	22,636,391	22,447,417	-188,974
MUNICIPAL FUNDING - OPERATING EXPENSES	\$5,404,634	\$5,326,907	62,048
TRANSFERS TO (FROM) OPERATING RESERVES	(\$82,681)	(\$4,954)	-62,048
MUNICIPAL LEVY FOR OPERATIONS	\$5,321,953	\$5,321,953	0

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
OPERATING COST DISTRIBUTION BY PROGRAM



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

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
CAPITAL BUDGET AND OPERATING FUNDS OVERVIEW

OVERVIEW:

General Operating Fund:

The DSSAB maintains operating funds for cash management purposes. As per the Board Operating Reserve Policy, operating funds of no greater than three months of annual operating expenses will be maintained by the DSSAB. This equates to \$6,848,463 at the end of 2021.

Our projected level of operating funds at December 31, 2021 is \$3,208,242 or 42 days of annual operating expenses. Coupled with our capital reserves, we believe that we have sufficient funds on hand to meet our current short-term operating requirements.

Program Facilities Capital Fund:

The DSSAB holds capital funds for program facilities that we own. These include our multi-use building in South River (offices, child care centre and EarlyON site), our office building in Parry Sound, Child Care Centres in Emsdale and Parry Sound, our 6 unit apartment building in Parry Sound and our women's shelter in Parry Sound. In addition we lease space for our child care centre in Powassan from the local school board and from the Sound Community Hub in Parry Sound for our EarlyOn, Integration Support Services and Home Child Care programs.

Two items were added to the budget in 2020 that are currently on hold. The planned renovations to Waubeek Day Care (64 & 66 Waubeek Street) and the workshop/garage at 118 Church Street. As part of the strategic planning process in 2021 we will be determining whether or not either of these items will be needed in the future.

We are making a \$400,000 contribution to the Program Facilities Capital Fund in 2021 to ensure that sufficient capital funds are available to meet our needs.

***DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
CAPITAL BUDGET OVERVIEW***

Social Housing Capital Fund:

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

Our building condition assessments (BCA's), when initially prepared in 2006, indicated that our Social Housing capital fund would be fully depleted over a period of 5-10 years, and that we would need to contribute \$13,249,903 to the fund in order to maintain these buildings to December 31, 2025. This infrastructure deficit is the DSSAB's most significant financial exposure and is the result of the Provincial transfer of ownership of the Ontario Housing Stock to the Municipalities in 2000 with \$0 capital.

We updated the BCA's in 2018 and have revised the schedules to include an additional 10 years – to December 31, 2035.

Per a review of the anticipated levels of spending recommended by the building condition assessments we require an \$800,000 contribution yearly in order to maintain these reserves at needed levels into the future. In light of the investment income that we are earning on these reserves, we have been making municipal contributions to these reserves of \$700,000 (offset by the additional investment income of \$100,000 each year).

Accordingly, Social Housing Capital Fund contributions will continue at the same level in 2021 (i.e. \$700,000 per year).

DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD
2021 BUDGET
SCHEDULE OF CHANGES IN CAPITAL & OPERATING FUNDS

	GENERAL OPERATING FUND	PROGRAM FACILITIES CAPITAL FUND	SOCIAL HOUSING CAPITAL FUND	TOTAL
Balance, December 31, 2018	\$2,812,467	\$1,886,466	\$7,729,144	\$12,428,077
Contribution: 2019 Municipal Levy		400,000	700,000	1,100,000
Contribution: 2019 Surplus/Adjustments	483,410	-	-	483,410
Contribution: Interest Earned		91,585	388,309	479,894
Capital Expenditures in 2019		(279,112)	(1,109,032)	(1,388,144)
One-time Funding		236,300		236,300
Non Profit Capital Expenditures in 2019	-	-	(1,341)	(1,341)
Balance, December 31, 2019	\$3,295,877	\$2,335,239	\$7,707,080	\$13,338,196
Contribution: 2020 Municipal Levy		400,000	700,000	1,100,000
Contribution: 2020 Surplus/Adjustments	(82,681)	-	-	(82,681)
Contribution: Interest Earned		20,000	100,000	120,000
Capital Expenditures in 2020		(60,000)	(875,414)	(935,414)
Non Profit Capital Expenditures in 2020		-	(200,000)	(200,000)
Projected Balance, December 31, 2020	\$3,213,196	\$2,695,239	\$7,431,666	\$13,340,101
Contribution: 2021 Municipal Levy		400,000	700,000	1,100,000
Contribution: 2021 Surplus/Adjustments	(4,954)	-	-	(4,954)
Contribution: Interest Earned		20,000	100,000	120,000
Capital Expenditures in 2021		(1,888,000)	(1,390,900)	(3,278,900)
Non Profit Capital Expenditures in 2021		-	(300,000)	(300,000)
Projected Balance, December 31, 2021	\$3,208,242	\$1,227,239	\$6,540,766	\$10,976,247
Daily operating cash flow requirements	\$ 76,094			
# Days operating funds on hand	42			
Maximum allowable operating fund	\$ 6,848,463			

Maureen Lang

From: Finance <finance@healthunit.ca>
Sent: Tuesday, December 15, 2020 4:34 PM
To: Maureen Lang
Subject: Municipal Levy 2021

Importance: High

Greetings,

The Health Unit budget process for 2021 will be taking place in January, therefore the 2021 municipal levy cannot be finalized until the New Year. We anticipate that the total levy for next year will be the same as the 2020 revised levy which included Ministry of Health mitigation funding announced in August. The monthly installments listed below reflect the tentative payment schedule based on that total. Please pay this monthly installment for the first couple months of 2021 until the levy is finalized. A complete levy package will be forwarded when the budget is finalized, and the full payment schedule will be confirmed at that time, including any changes resulting from the approved budget. Thank you for your patience and cooperation during these unprecedented times.

MUNICIPALITY	Proposed Total Levy 2021	Tentative Monthly Installments 2021
Municipality of Powassan	\$106,861	\$8,905.08

The Board and staff wish you joy in a simpler holiday season this year. We wish you warm connections with family and friends even if they can't be in person, and happiness and health in the New Year.

Finance Team

North Bay Parry Sound District Health Unit
345 Oak Street West | North Bay, ON P1B 2T2 | Canada
☎ 705.474.1400 ✉ finance@healthunit.ca | 🌐 myhealthunit.ca

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Chief Administrative Officer Quarterly Report

January 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.	Jan. 19/21
AGENDA ITEM #	8-4

ADMINISTRATION - Tammy MacKenzie, CAO

Happy New Year!

Welcome to 2021 after what a year 2020 was with lots of change and uncertainty. I am looking forward to this new year of exploration, planning and growth for our DSSAB programs, staff and the people we serve in our communities.

With COVID -19 “snapping at our heels” we as an organization are focusing on the safety and sustainability of our staffing teams and the community we serve. We continue to adapt our Pandemic Plan and COVID Safety Policies to reflect the ever-changing landscape and ministry directions. We are paying extra attention to the mental and physical well-being of our staffing complement so as to maintain the positive workplace cultural that we have enjoyed for many years.

All staff who are able to are “working from home” and those that are required on-site have clear policies that support their safety and well-being during this very challenging time. We know our district is not “out of the woods” yet “and with the daily increasing COVID positive numbers we may see challenges to come. However, as an organization we remain optimistic that our community will adhere to guidelines and with a stock of vaccines “on the horizon” we are very hopeful that 2021 will see our daily operations return to our new normal.

With the news that elementary schools would be closed for in-person learning for the week of January 4th to January 8th as part of the Provincial Lockdown announcement on December 21st, Targeted Emergency Child Care for School Aged Children was announced by the Ministry of Education to support eligible essential workers during this time. After the announcement, we worked quickly to mobilize our Directly Operated Child Care Centres and engage our external Child Care Operators to determine their capacity to offer services and develop our plan for Ministry of Education approval. In total, 4 programs offered Emergency Child Care during the closure period in the District of Parry Sound:

- ◆ Fairview After School program in Powassan
- ◆ Our Home Child Care Program
- ◆ The YMCA of Northeastern Ontario at St. Theresa School in Callander
- ◆ The YMCA of Simcoe/Muskoka at Parry Sound Public School in the Town of Parry Sound

With current licensing requirements and enhanced health and safety protocols, we had capacity to serve approximately 50-60 children throughout the District. Our staff have done a remarkable job at making this happen in a matter of days over a holiday season. I am very proud to share that due to their efforts every family that qualified and required this support received it.

The Health Unit, in partnership with many local community agencies and First Nations, is officially launching the **local COVID Community Survey!** The survey is open to all residents of the Nipissing and Parry Sound Districts who are 16 years of age and older. The survey takes between 10 and 15 minutes to complete and asks respondents about their health, well-being, and challenges since the COVID-19 pandemic began in March 2020.

Data collected over the next 6 weeks will be analyzed and used to make important decisions within our region. The more surveys that are completed, the better they will be able to understand how COVID has impacted our local communities.

Visit www.chkmkt.com/covidsurvey to participate

HUMAN RESOURCE MANAGEMENT - Danielle Villeneuve, Manager

Coming into the new year we continue to follow the guidance and direction of the North Bay Parry Sound District Health Unit for all employment related processes and decisions and we remain focused on supporting all employees through these challenging times.

New T4 Codes for Year End 2020

For the 2020 tax year, the Canada Revenue Agency (CRA) has introduced additional codes for the T4. They apply to all employers, and will help the CRA validate employee payments under the Canada Emergency Wage Subsidy (CEWS), the Canada Emergency Response Benefit (CERB), and the Canada Emergency Student Benefit (CESB).

These new codes will be reflected in the Other Information area of the T4:

- Box 57 will cover the period of March 15 - May 9;
- Box 58 will cover the period of May 10 - July 4;
- Box 59 will cover the period of July 5 to August 29;
- Box 60 will cover the period of August 30 - September 26.

Any Earning or Benefit during the above dates will be included in the corresponding box on the T4.

WSIB 2020 NEER REBATE

We have received our WSIB NEER rebate for 2020 in the total amount of \$8,264.83. This is an increase from last year's rebate of \$7,490.55 and \$5,281.64 in 2018.

The NEER program rewards employers whose injury/illness performance is better than expected for their industry. The New Experimental Experience Rating Plan (NEER) generates premium refunds and surcharges based on an employer's accident cost experience. In the NEER program, your organization can earn either lump sum refunds or surcharges based on your individual accident performance. For example, if you have a good accident cost record in a particular rate group, then your organization will be refunded a portion of the premium paid for that rate group.

We work diligently to ensure the health and safety of our employees throughout the year, and the NEER rebate is a great validation of the work we are doing.

Service Milestones

This quarter we celebrated the following service milestones:

- 20 years of service: 1 employee 15 years of service: 2 employees
- 10 years of service: 7 employees 5 years of service: 1 employee

Mental Health & Wellness: [MindBeacon.com](https://www.mindbeacon.com)

In response to the COVID-19 pandemic, and its impact on mental health & wellness, Greenshield has added a valuable online resource for our employees. [MindBeacon.com](https://www.mindbeacon.com) provides reliable and relatable mental health information at no cost during the pandemic. BEACON digital therapy (iCBT) is also available free of charge to support Ontarians through stress and mental well-being concerns during COVID-19, funded by the Government of Ontario. Through personal assessments, readings and activities as well as a one-on-one relationship with a therapist, this resource helps individuals to learn new skills to strengthen mental well-being. This resource comes at a perfect time as we enter into the winter months and continue through the COVID-19 pandemic.

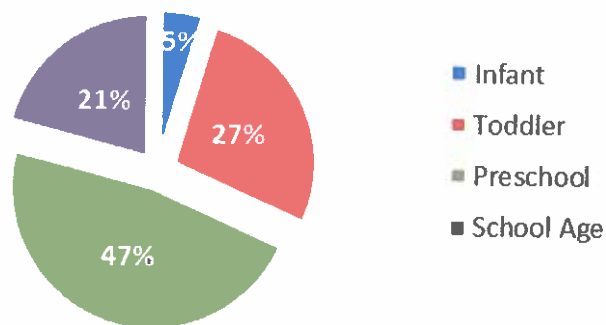
We welcome and congratulate individuals who are new employees of the DSSAB or employees who have changed positions temporarily or on a permanent basis.

DIRECTLY OPERATED CHILD CARE PROGRAMS - Brenda Wiltshire, Manager

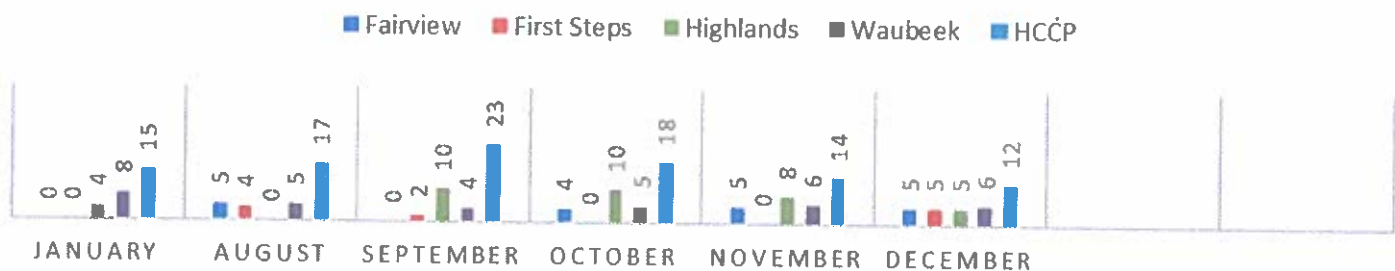
Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District November 2020						
Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18m)	0	0	0	4	8	12
Toddler (18m-30m)	8	15	11	16	21	71
Preschool (30m-4y)	17	12	19	34	42	124
School Age (4y-12y)	21	0	0	0	34	55
# of Active Children	46	27	30	54	105	262

Percentage of Children By Age Group



DIRECTLY OPERATED CHILD CARE WAITLIST BY PROGRAM



This past year has been a trying, yet satisfying, year in the Directly Operated Child Care Licensed Programs with the ever-changing Ministry of Education mandates and protocols to ensure families have access to safe child care. We moved from normal day-to-day operations in February to offering Emergency Child Care in March within a 10-day period and then transitioning back to modified operations as child care was allowed to re-open starting in July. Re-opening has been a four-phase process with each phase requiring different health and safety policies and protocols. We are currently in phase four and the staff and children are now becoming comfortable with our “new normal” and are being very creative in their planning of special activities. Christmas carols were being sung outside and older children were serenading the younger ones through windows and fences. “Santa sightings” happened with window visits where children could make their Christmas wishes known and some programs were doing mini-photo shoots so families could still have that treasured photo of their child with Santa at a time when mall visits are not permitted.

Our child care centres continued to offer care and operate as usual with the enhanced cleaning and disinfecting protocols, active screening of all children and staff wearing the required PPE. Part of our safe re-opening child care plan is the addition of the digital pedagogic documentation app *HiMama* which we will be launching in all of our child care centres and Home Child Care Program premises by the end of January. This app allows staff, providers and parents to easily communicate with one another, track children’s development, and meet the Ministry of Education requirements for daily record keeping in a paperless, contactless fashion.

The Home Child Care Program currently has 21 approved homes that are active and providing care to children across the district. Health and safety policies and protocols are being enforced at each of the premises as providers are working diligently to keep their homes and businesses COVID-free spaces.

Each child care program is continuing to work very closely with the Licensing and Quality Assurance branch of the Ministry of Education as well as the North Bay Parry Sound District Health Unit to ensure all possible measures are being taken to keep the staff, providers and children safe as they attend our programs.



Santa doing a window visit at Highlands ELCC

Inclusion Support Services

Inclusion Support Services Stats for November 2020						
Age Group	EarlyON	Licensed Early Learning & CCC's	Total	Waitlist	New Referrals	Discharges
Infants (0-18m)	0	0	0	0	0	0
Toddlers (18m-30m)	1	4	5	1	0	0
Preschool (30m-4 y)	12	24	36	9	9	1
School Age (4y+)	16	6	22	0	0	6
TOTAL	29	34	63	10	9	7

Within the COVID-19 pandemic, each Resource Teacher is assigned to a licensed child care program which currently includes each of the PSDSSAB directly operated centres, Little Eagle Daycare, and YMCA - St. Theresa Early Learning & Child Care Centre. They are also supporting children on caseloads attending registered Home Child Care programs across the district and those pre-registering to attend their local EarlyON Child & Family Centre program. To facilitate accurate contact tracing and reduce overall exposure to COVID-19, Resource Teachers have structured their schedules to ensure they visit only one location per day, and work from home or office as appropriate for the remainder of their work day. In addition, they utilize full PPE at each location they're supporting. Connections with parents/guardians are being made by phone, email and (as of November) connecting virtually through Microsoft Teams with those parents/guardians who wish to do so.

EarlyON Child and Family Programs

EarlyON Child and Family Centre for November 2020		
Activity	November 2020	Year to Date
Number of Children Attending	100	2,608
Number of New Children Attending	23	169
Number of Families Visiting	98	1,990
Number of New Families Visiting	19	149
Number of Virtual Programming Events	24	198

In-person attendance was increasing as families were feeling more informed and comfortable with the COVID-19 protocols and pre-booking format to attend one of the three available sites (South River, Burk's Falls and Parry Sound). We were seeing more new parents attending as they seem to be the ones who are struggling the most by being isolated at home with a newborn or an infant. We are exploring ways to offer a virtual moms-to-moms group in the new year which will allow our community partners to participate and provide remote services. It was announced that in-person EarlyON Child and Family Centres will be closing for a 14-day period starting December 26th so all programs will revert to virtual programming until the closure period is lifted.

ONTARIO WORKS - Jeff Degagne, Manager

Social Assistance Digital Application (SADA) & Centralized Intake - November 2020

At the beginning of November, the provincial prototype began for Centralized Intake and the Social Assistance Digital Application (SADA), of which we are one of the 7 sites participating. As part of the Social Assistance Recovery and Renewal plan, this new centralized intake process is designed to improve the user experience for applicants, reduce administrative burden for staff and to allow frontline staff to focus on results for people rather than paperwork. The centralized intake process includes two key components:

1. Social Assistance Digital Application (SADA): a new online application for social assistance
2. Risk-Based Eligibility Determination (RBED): a new automated assessment process to determine eligibility for social assistance

Another benefit of Centralized Intake and the SADA will be to deal with the anticipated surge of Ontario Works Applications that is expected in Spring 2021 once Federal benefits begin to expire in March.

As the Project Lead for the DSSAB, I began work to prepare for the launch of the prototype with twice weekly meetings with the Joint Project Team (made up of Ministry and prototype municipality representatives) at the beginning of October.

To support our internal change management, the OW Management Team re-formed our Mod Squad (that supported past Modernization initiatives) with several staff in various roles to provide feedback on the new processes and be champions for the change. The group has been meeting weekly to discuss progress, bring suggestions and help inform feedback for our Ministry partners.

During this time, I have represented the DSSAB to discuss our experiences and lessons learned thus far in the co-design of the prototype and its implementation at various forums. On November 23rd, I addressed the 47 Leads at the MCCSS Social Assistance Update meeting.

On December 3rd, at the OMSSA Virtual Policy Conference, I was asked to sit on a panel with ADM Nelson Loureiro and several other prototype sites on Social Assistance Recovery and Renewal in particular, Centralized Intake, Employment Services Transformation and the shifting focus to Life Stabilization.

On December 11th, I joined the Centralized Intake Orientation session for the nine Employment Services Transformation Prototype sites to share information on our journey thus far. The EST sites will be joining centralized intake this winter.

On the next page are our stats for November. It is still very early days for the prototype and many applications have been referred to us to process. Further enhancement of the technology and processes is ongoing.

Application Data

Metric	Parry Sound
Total applications received	31
SADA	25
Reinstates	6
Total Processed	20
Automatically granted through RBED	1
Manually granted by IBAU ⁽¹⁾	7
Manually found Ineligible by IBAU ⁽¹⁾	1
Referred to local office for decision (includes found high risk/manual intervention required by RBED and out of scope for IBAU) ⁽¹⁾	11
Applications withdrawn ⁽¹⁾	0
Total Applications to be Processed	11

Additionally, DSSAB staff processed 5 Ontario Works applications and 10 Emergency Assistance applications.

MyBenefits

We are now at **13.64%** of the caseload registered with the MyBenefits web service.

A new enhancement was launched in November incorporating Electronic Document Management. Clients can now send income verification items such as pay stubs, which staff can then upload into SAMS. Clients can also update other personal details such as addresses and phone numbers.

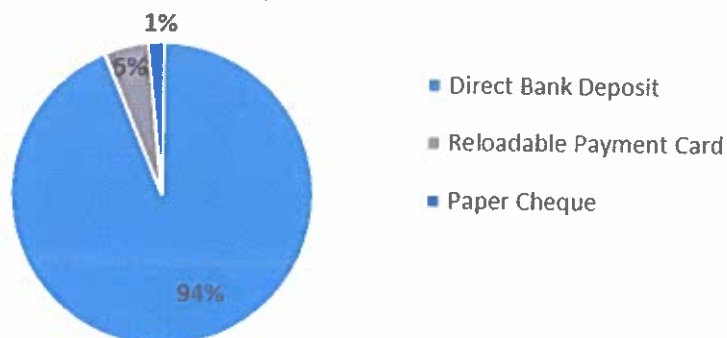
Staff can now upload required verification documents that are sent via email into SAMS reducing the need to print and keep in our physical files, reducing the administrative burden for staff.

Two-way communication through MyBenefits is also being piloted in a few ODSP offices and municipalities at this time.

DBD Enrollment

We remain steady with 94% of the caseload registered for Direct Bank Deposit. We continue to support clients away from paper cheques to Direct Bank Deposit or Reloadable Payment Cards.

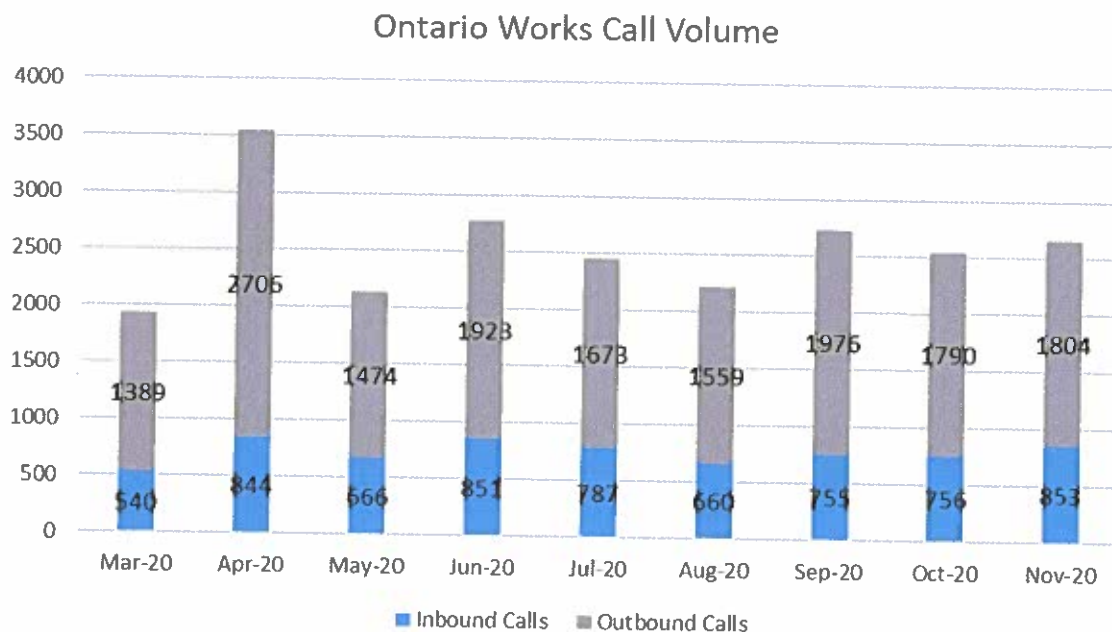
Payment Receipt Method - November 2020



CHPI Spending - Social Assistance

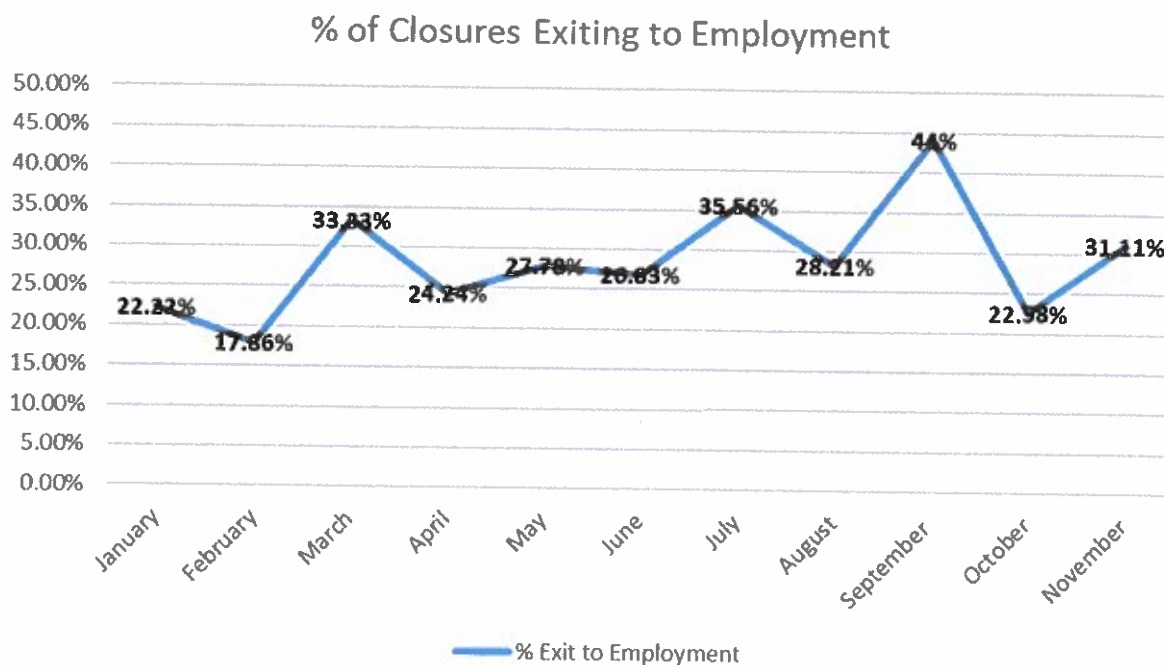
	Community Homelessness Prevention (CHPI) Applications November 2020	Amount Spent	Community Homelessness Prevention (CHPI) Applications November 2019	Amount Spent
Parry Sound	OW-1 ODSP-3	\$3,551.51	OW-7 ODSP-2	\$7,547.71
South River	OW-7 ODSP-9	\$11,024.74	OW-8 ODSP-5	\$11,992.21
TOTAL	OW-8 ODSP-12	\$14,546.25	OW-15 ODSP-7	\$19,539.92

Ontario Works Call Volume Statistics



Despite staffing changes and a smaller caseload, call volume to OW Caseworkers remained steady in November. This totaled approximately 263 hours in call time. This does not include other interactions such as texting or email.

Employment



**Data from the Social Assistance Performance Report

We saw 31.11% of all our case closures exit to employment in November. This also represents 2.5% of the entire caseload moving to employment. This ranks us as #1 in the north and well above the provincial averages. In total, 8.2% of the caseload moved off of the Ontario Works caseload. Due to the pandemic and Federal supports, we continue to see the total OW caseload below typical historical levels.

Virtual Training and Conferences

Many virtual training and professional development opportunities continue to be offered. Many Ontario Works staff, as well myself, attended OMSSA's Virtual Mental Health Forum. Staff continue to participate in virtual Directives training on Emergency Assistance, Living with Parents and Temporary Care Assistance just to name a few.

The Ontario Works West Supervisor attended a session put on by the Mental Health Commission of Canada called Opening Minds that focused on supporting staff in the workplace.

Staff also participated in 'Making Difficult Conversations Easier' virtual training through OMSSA.

I attended the OMSSA Virtual Policy Conference on December 2nd & 3rd. There were great panels on Injustice and Equality, Economic Recovery and the pandemic and a review of the Child Care model in Quebec.

Community Partners

The Ontario Works West Supervisor to represent the program on the IMPACT Table in West Parry Sound.

Luke Preston from Employment North attended the OW East virtual staff meeting to discuss programming and initiatives that their office is embarking on.

Employment & Life Stabilization Supports

To support those clients who have remained invested in their journey towards self-sustainability, we have purchased refurbished laptops and PC computers through RCT Technologies. This will allow clients to participate in virtual online employment training sessions through our Employment Ontario partners, mental health supports or participate in online education and upgrading. A by-product of this initiative is that it also supports those that may be experiencing social isolation as a result of the pandemic.

Eligibility Verification Process

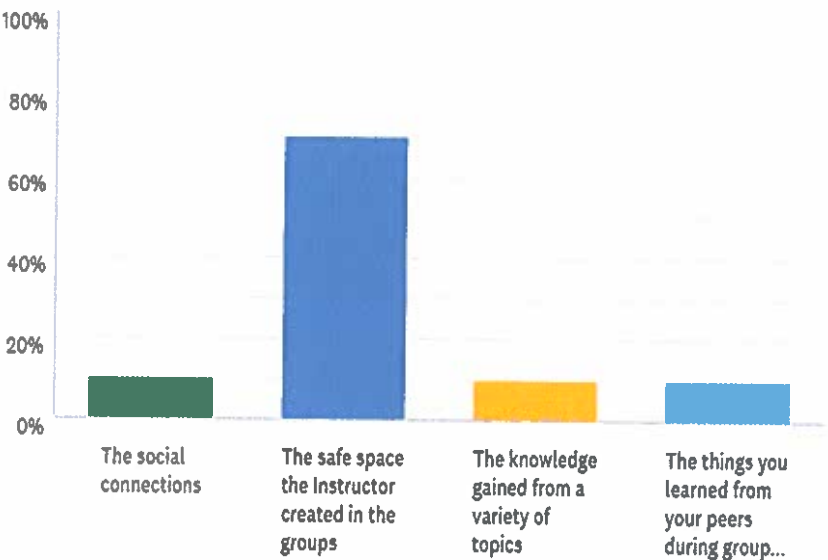
As part of the gradual return to regular business provincially, Eligibility Verification Process (EVP) reviews resumed at the beginning of November. These enhanced reviews ensure that recipients are receiving the appropriate amount of Social Assistance.

Individual Success Initiative

Our Ontario Works East staff have continued to run the Individual Success Initiative via teleconference and soon online. Throughout the Fall, we surveyed participants to get their view on how the workshops are helpful to them and measure their satisfaction. Here are some of the results:

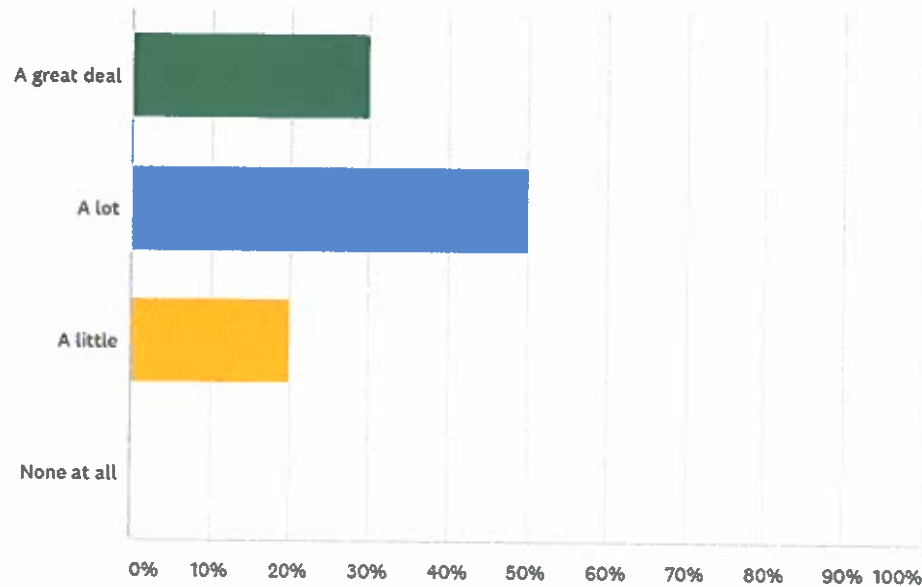
What was the one thing you enjoyed the most about the workshops?

Answered: 10 Skipped: 0



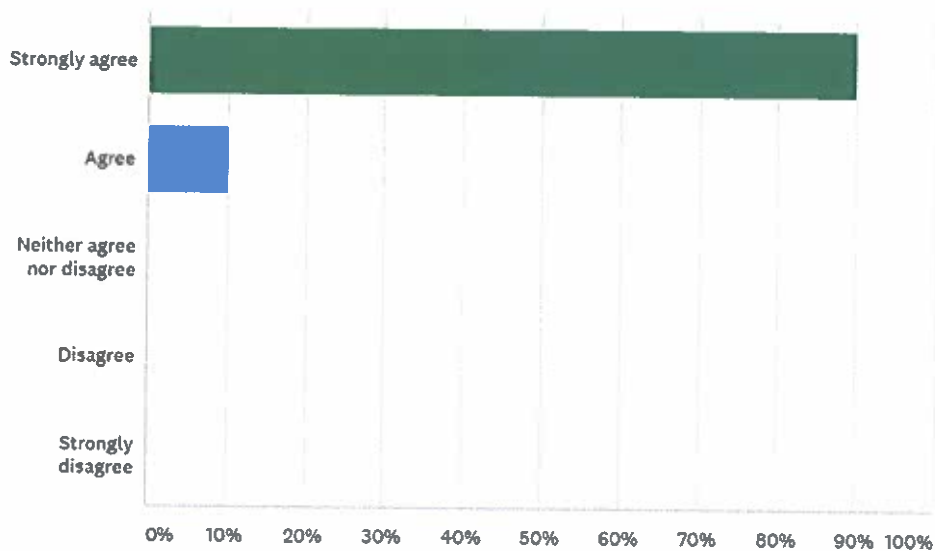
Have the workshops improved your knowledge, or life, or way of thinking?

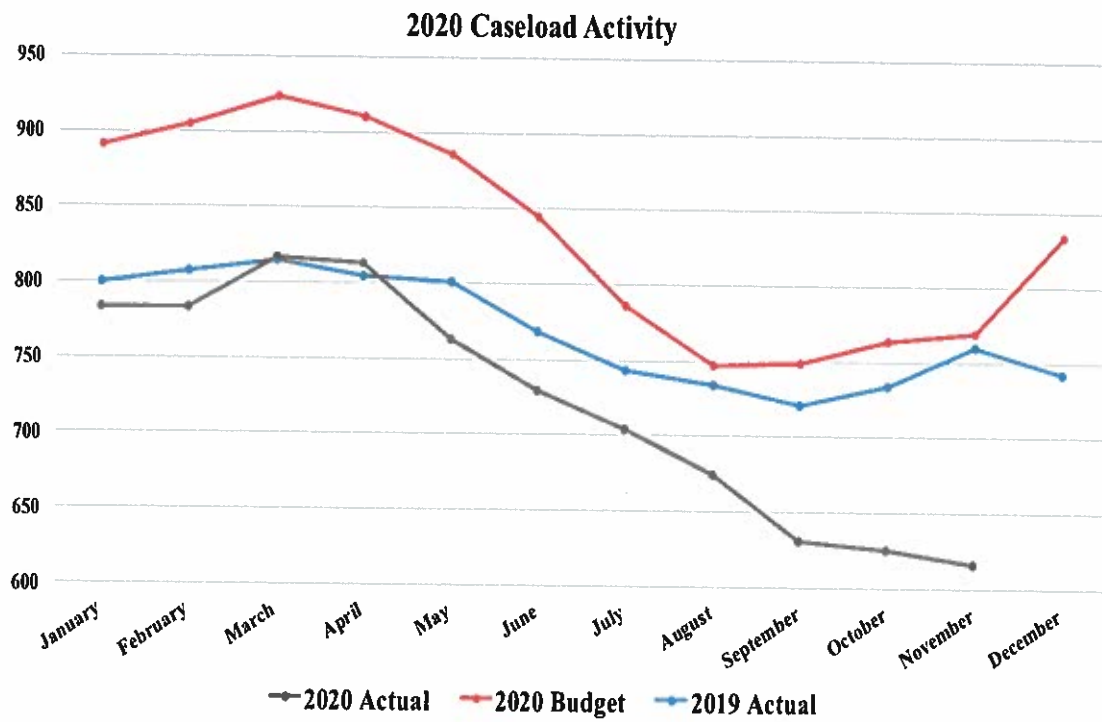
Answered: 10 Skipped: 0



The Instructor was enthusiastic, knowledgeable and the content presented was good?

Answered: 10 Skipped: 0



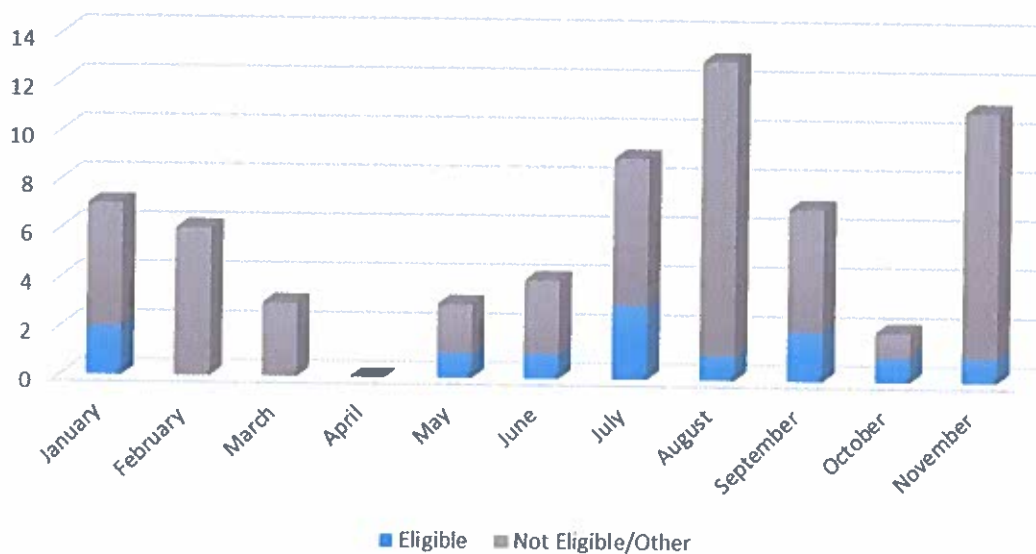


LEGEND	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2020 Actual	783	783	817	813	763	729	704	674	630	625	615	
2020 Budget	891	905	924	911	886	845	786	747	749	764	769	833
2019 Actual	800	807	815	805	801	768	743	734	721	734	760	742

CHILD CARE SERVICE MANAGEMENT - Jeff Degagne, Manager

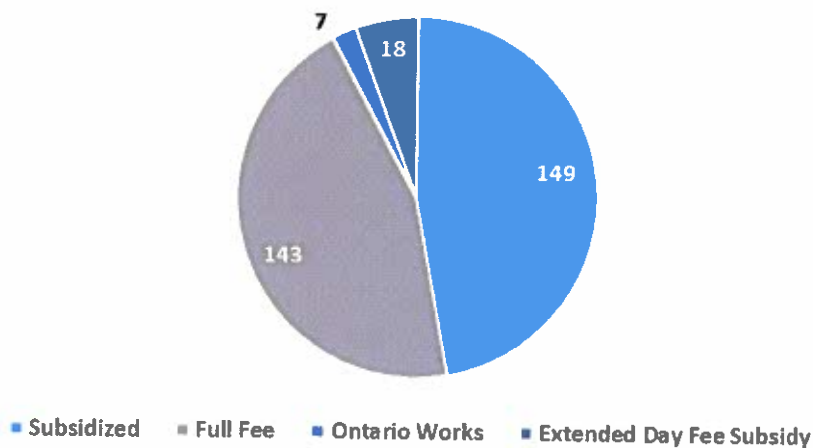
OLAF

2020 OLAF Fee Subsidy Applications



Child Care Fee Subsidy Statistics for November 2020

Total Children by Funding Source in District



A total of **297** families utilized child care services in the District in November 2020. Since the re-opening in September, this number has been slowly climbing as centres re-open and families slowly return to work. This is still significantly down from one year ago when **472** families accessed care. Part of this is due to some centres having reduced operating capacity to meet enhanced health & safety protocols.

St. Theresa School Full Day Program

We are pleased to report that the Full Day program at St. Theresa school in Callander, operated by the YMCA of Northeastern Ontario re-opened in November. We had been working with the YMCA of Northeastern Ontario since the restart was announced this summer.

OMSSA Virtual Mental Health Forum

Child Care Service Management Staff attended the OMSSA Virtual Mental Health Forum on October 21st & 22nd.

Safe Restart Funding

We continue to support Licensed Operators through COVID-19 with Safe Restart Funding. Use of this funding has been extended until March 31, 2021. The funding supports Operators with enhanced PPE purchases, staffing to meet health and safety protocols, minor capital and much more.

ECE Appreciation Day

October 22nd was Early Childhood Educator Appreciation Day. This is the 20th year for this day and it comes during an unprecedented time where the sector was challenged in various ways because of the pandemic. The DSSAB acknowledged the day by sending a Thank You note to all of our operators expressing our gratitude for everyone's efforts during this time.

Before and After School Program Planning with School Board Partners

The Ministry of Education is requiring School Boards to submit a Planning Report on Before and After School programs. Boards are also required to consult with DSSAB/CMSM Service Managers. In December, the Manager of Directly Operated Child Care Programs and myself met with the Early Years Leads with the Near North District School Board and the Nipissing-Parry Sound Catholic District School Board to discuss the viability of Before and After School programs in the District of Parry Sound.

Capacity Building

Staff are working diligently with training providers to support the Child Care sector with District wide (virtual) capacity building opportunities. This work will include customizing professional development curriculum to assist early learning programs and child care professionals to be more successful, sustainable and innovative.

HOUSING & INTEGRATED SERVICES - Pam Nelson, Manager

Housing Programs

Social Housing Centralized Waitlist Report - November 2020			
	East Parry Sound	West Parry Sound	Total
Seniors	9	88	97
Families	81	324	405
Individuals	267	202	469
Total	357	614	971
Total Waitlist Unduplicated			406

Community Housing Centralized Waitlist (CWL) 2019-2020 Comparison Applications and Households Housed from the CWL											
Month 2019	New App	New SPP	Cancelled	Housed	SPP Housed	Month 2020	New App	New SPP	Cancelled	Housed	SPP Housed
Jan	15		4	1		Jan	6	1	6	5	0
Feb	10		3	7	1	Feb	15		11	3	
Mar	9	1	1	1		Mar	10				
Apr	16		2	1		Apr	3		5	4	
May	13		1	2	1	May	1		8	2	
June	4	3	4	1		June	1		3		
July	4	1	5	2	1	July	5		13	2	
Aug	9		14	3	1	Aug	10		6	2	
Sept	10		1	3		Sept	4	2	6	3	1
Oct	6		2	3		Oct	7	1	11	3	
Nov	9		1	1		Nov	4	1	1	2	
Dec	9		8			Dec					
Total	105	5	38	25	4	Total	66	5	70	26	1
** SPP = Special Priority Applicant**											

- ◆ New applications include 1 applicant who refused an offer of accommodation and was placed back on the bottom of the waitlist with a new chronological date, and one new special priority application
- ◆ Two waitlist applicants were housed
- ◆ One application was cancelled as we weren't able to contact the applicant

Housing Programs have said farewell to a number of staff who have moved onto other departments and welcomed new staff on board. We continue to learn from each other, share knowledge and support each other in our new roles. We have also adapted to our 'work from home' rotation.

We continue to input waitlist data into *RentCafe*, which is a cloud based software system designed to house the Centralized Waitlist and will interact with YARDI at the time an "Offer of Accommodation" is made. The new cloud based system will streamline our waitlist process and increase productivity. Our GO LIVE goal was pushed back to mid January 2021 to accommodate all the staffing changes and of course, COVID-19. Following the GO LIVE date, we should see online applications as early as the spring.

We are almost at full capacity for our COHB funding. COHB is the Canada-Ontario Housing Benefit that opened in the spring of 2020 and staff have been working hard with our internal departments as well as our community partners in assisting clients in securing affordable housing. We have been successful with offering Special Priority Applicants the benefit which allows them to affordably and safely be housed. Their names are then removed from our Centralized Waitlist.

Homeless Prevention Program - Community Relations Workers

For the month of November 2020

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	9	4
ODSP	7	17
Ontario Works	2	5
Low Income	8	17

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	5	7
ODSP	5	18
Ontario Works	1	5
Low Income	6	14

Contact/Referrals

	East	West	YTD
Homeless	0	6	37
At Risk	0	2	67

Short Term Housing Allowance

Month	Active	YTD
November	8	34

Household Income Sources and Issuance from CHPI

Income Source	Total	CHPI
ODSP	4	\$2,899.76
Ontario Works	5	\$1,364.57
Low Income	4	\$1,739.00
No Income	1	\$25.00

Reason for Issue	Total
Rental Arrears	\$1,400.00
Transportation	\$30.00
Food/Household/Misc.	\$1,606.63
Emergency Housing	\$2,991.70

We continue to adapt to the changing needs of our vulnerable population who are affected by the impact of COVID-19. Cases continue to present as complex, the need for housing is greater than earlier this year and resources are harder to access due to COVID restrictions. Our program continues to think outside of the box on how to provide support while implementing social distancing and avoiding congregate living situations.

Our Community Relations Workers have been busy assisting clients in finding housing which is sustainable and providing support to clients with various arrears.

We have seen an increase of clients who had been residing in non-winterized accommodations and are unable to stay there for the winter. We have partnered with local hotels to put clients in while we support them in finding sustainable housing.

Call Volume

Community Relations Workers Calls

November 2020	Incoming Calls	Outgoing Calls	Total
CRW's (3)	113	425	538

*this does not include communication through textbase/email with clients

Integrated Services

Integrated Reception continues to screen each individual that enters the building. Our lobby's are designed for social distancing and we are encouraging clients to use our drop boxes and email as much as possible.

Our intake rooms are in the process of being set-up with webcams and microphones so we can offer a face-to-face approach between the client and staff. If a staff member is working from home, they will be able to call the intake room and have a video conference with the client to encourage a personal connection.

Our Assessment Caseworkers are adapting to working with the province and providing feedback on the new methods of Risk Based Grant. As we work through the project we will be looking at various ways to adapt our work processes in 2021 to ensure our clients continue to receive timely, wrap around supports.

Assessment Case Workers

November 2020	Incoming Calls	Outgoing Calls	Total
South River	145	205	350
Parry Sound	184	353	537

Integrated Reception

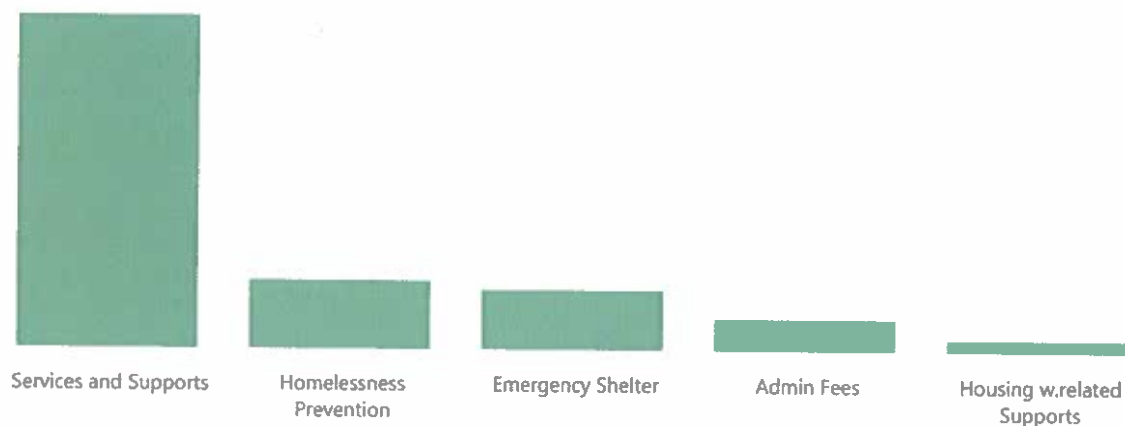
November 2020	Incoming Calls	Outgoing Calls	Total
South River	319	109	428
Parry Sound	1,079	295	1,374

In December, the Supervisor of Homelessness and Integrated Services and Supervisors of Ontario Works developed a table for staff to discuss housing crisis cases. They will implement a format similar to the local Situation Table (IMPACT) where cases are presented, triaged and assigned staff to work through the crisis. Together we can have an immediate case conference on cases and provide other suggestions to help support clients. This is another method we are putting in place to provide additional support to our clients.

Social Services Relief Fund

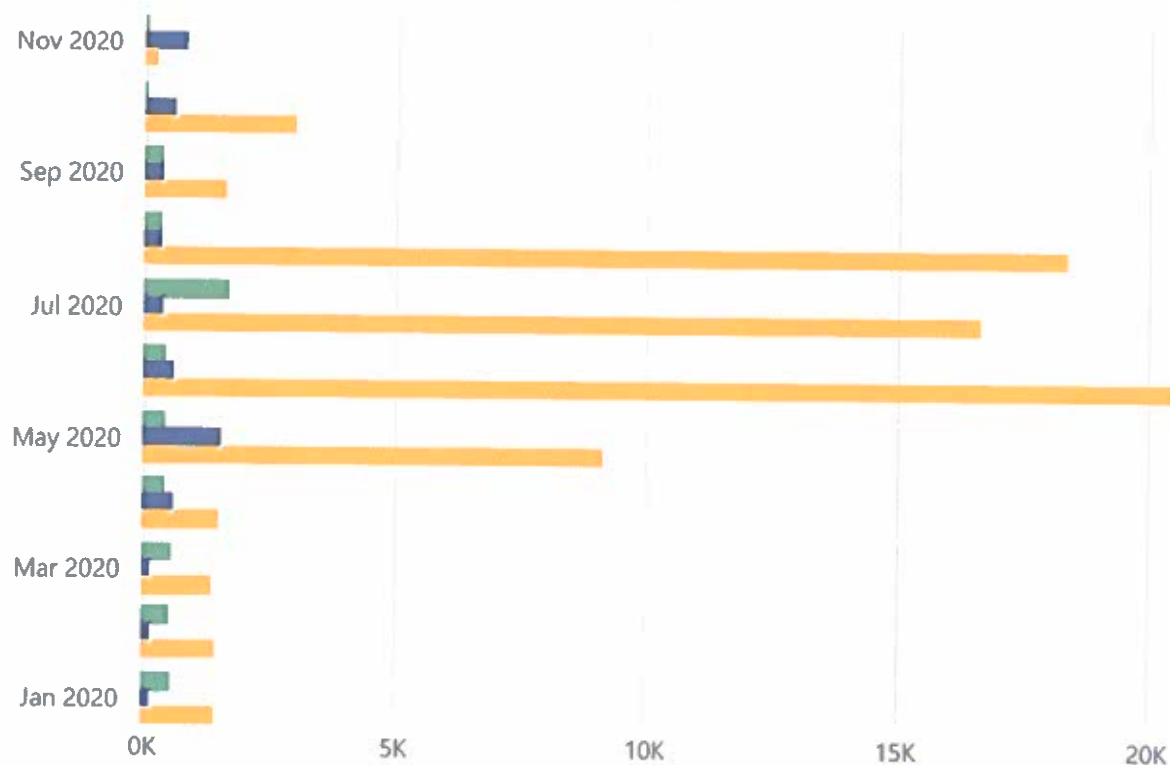
The provincial government has announced that our district is in line to receive an additional \$161,400 as part of the Social Services Relief Fund. This funding has helped Service Managers respond quickly, adapt services, and help address housing and economic impacts from COVID-19 in their communities.

SSRF Spending by Category



SSRF Stats: Children and Adults Served by Month

● Children Served (0-16 y.o.) ● Adults Served (over 65 y.o.) ● Adults Served (17-65 y.o.)



HOUSING OPERATIONS - Sharon Davis, Manager

Esprit Place Family Resource Centre

Emergency Shelter Services	November 2020	Year to Date (2020)
Number of Women who stayed in shelter this month	7	59 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="2"/>	
	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	11
Number of New Admissions (Children) (unduplicated)	0	16
Direct Service Hours to Women (Shelter and counselling)	64	770
Resident Bed Nights (Women & Children)	109	1,424
Occupancy Rate	36%	42.5%
Days at capacity	0	21
Days over-capacity	0	7
Phone Interactions (crisis/ support)	39	649

Outreach Services		
	November 2020	Year-to-Date 2020
Number of Women Served this Month	17	125
Number of Women Registered in the Program	8	59
Number of Public Ed/Groups Offered	1	5

Transitional Support		
	November 2020	Year-to-Date 2020
Number of Women Served this Month	7	66
Number of Women Registered in Program	0	36
Number of Public Ed/Groups Offered	0	0

Child Witness Program		
	November 2020	Year-to-Date 2020
Number of Children Served this Month	15	72
Number of Children Registered in Program	0	20
Number of Public Ed/Groups Offered	0	1



Esprit Place has been providing their best effort to support women and children in combination of shelter beds and hotel rooms, depending on their need, as well as their COVID considerations. We have been pre-screening clients, and admitting those that pass the screening, to be tested as soon as possible into their stay, and isolating until the test results come back. Those who don't pass the screening are accommodated in hotel until their symptoms pass and a COVID test has been scheduled. Once the results come back negative they are admitted into a shelter bed.

At this time, we have 50% capacity available, the rest of the shelter beds are closed in order to permit physical distancing and avoid too many people sharing washrooms, kitchen and courtyard. We have extra cleaning practices in place, and our Child Witness and Transitional Housing Support/Outreach counsellor is only seeing individuals (and screened prior to appointment) instead of running groups. Virtual services have maintained availability and staff are using a combination of texting, phone calls, and zoom meetings in order to provide support.

We have seen an influx of wonderful donations arriving. The EMS Toy Drive along with the Boot Drive was a huge success providing gifts for 15 women and 35 children. There have been many individuals giving funds and items to support the shelter!

Three families were sponsored this holiday season. Two families by Harvest Bible Chapel, and one by an anonymous participant.

Esprit has been able to increase our radio presence, which is helping bring awareness to the community and those in need of support. We had specific campaigns running for November (Women Abuse Prevention Month), as well as December 6th (National Day of Remembrance and Action on Violence Against Women).



We have successfully received grants from Women's Shelters Canada (\$25,000), Ontario Realtor's Care Foundation (\$4,300), Lakeland Power (\$1,000), Kawartha Credit Union (\$1,000) and Raymond James Canada Foundation (\$2,000) as well as many generous personal gifts. With these funds we have been able to help women with transitioning into apartments from shelter, transportation support, personal needs for women, hotel accommodations, as well as cell phones for safety and PPE supplies and equipment.

Parry Sound District Housing Corporation

Activity for November 2020		Year-to-Date
Move outs	3	29
Move ins	4	44
L1 Forms	0	11
N4 – Notice of eviction for non payment of rent	2	5
N5 – notice of eviction for disturbing the quiet enjoyment of the other occupants	0	5
N7 –notice of eviction for willful damage to unit	0	3
Repayment Agreements	9	130
(COVID) Wellness Checks	40	
Pest Control	8 buildings/monthly check	
Paramedicine	8 buildings to include seasonal flu vaccine clinics	
Tenant Home Visits	8	

Tenant and Maintenance Services

- ◆ Paramedics have resumed wellness checks on our tenants in our 8 LHC buildings. They have revised how they do business and in keeping with COVID protocols and health & safety, are doubling up in both staff and equipment. Appointments are made so that tenants each have a personal time slot. One paramedic attends an appointment while the other sanitizes the equipment to make ready for the next appointment.
- ◆ CRWs are performing random wellness calls once per month to check in on our most vulnerable tenants.
- ◆ Custodians are performing random wellness check ins for tenants that they notice displaying decreased activity.
- ◆ Online and telephone rent payments are well underway and very well received by tenants. We are experiencing some difficulty with 2 major banks but are optimistic that the banking issues will be resolved shortly.

Maintenance

- ◆ Our multi-unit building in Burk's Falls is dealing with bed bugs in multiple units. Our team has been working diligently with ORKIN and the COAST team in EPS to ensure that the tenants are supported throughout the treatments and check ins.
- ◆ Annual checks on the alarm and sprinkler system have been completed for all buildings. No deficiencies noted.
- ◆ Staff have resumed health & safety – fire/door closure/extinguisher unit checks. Moving forward, these checks will be performed on a quarterly basis.
- ◆ Heater replacements are taking place across the district. We've updated the old heaters that are obsolete.

Over all, Tenant Service and Maintenance is a bustling place as there is always something to do, repair or someone to see. We are taking all precautions, for both staff and tenants, to ensure the health & safety of everyone during the pandemic.

Capital and Maintenance

All heaters within the LHC have been assessed for repair or replacement. Heaters will be promptly repaired and replaced accordingly.

Unit preparations for move ins continue and while doing so asbestos abatement is completed along with replacement of flooring and all other remedies as needed.

The current flooring system in the majority of our units is a tile design which is approximately 30 years old. Although it has typically buffed up quite nice, it is time to move to a more durable modern flooring system:

Indoor Quality

Twelve Oaks vinyl collections are FloorScore certified for indoor air quality – ensure a healthy living space.

100% Waterproof

All of Twelve Oaks vinyl products are impervious to water damage.

100% recyclable

Made completely with virgin poly-vinyl materials, all of Twelve Oaks' vinyl products are 100% environmentally sustainable and recyclable.

Magnetawan walkways and tenant patios complete!



Retaining wall complete – Church Street



JANUARY 2021

FIRE REPORT TO COUNCIL FROM NOV./2019-NOV. 2020

THERE WERE 42 ACTIVATIONS IN THE PAST YEAR.

THERE WERE 284 CAMPFIRE PERMITS SOLD, 60 BRUSH PILE PERMITS SOLD , 29 BRUSH PILE PERMITS ISSUED AT NO COST (AFTER OCT 1/20), AND 2 FIREWORKS PERMITS SOLD.

WE HAVE 34 MEMBERS OF THE FIRE DEPT. 13 AT STATION 2 AND 21 AT STATION 1. TRAINING WAS SLOWER THIS PAST YEAR DUE TO COVID BUT WE HAVE CONTINUED TO TRAIN IN SMALLER GROUPS , WE HAVE STARTED TO HAVE TRAINING 4 TIMES PER MONTH BUT SMALLER NUMBERS AT EACH. WE HAVE A CONFINED SPACE TRAILER IN OUR HALL AT PRESENT AND PLAN TO HAVE ALL MEMBERS TRAIN WITH THIS EQUIPMENT.

WE DID MOST OF OUR FIRE PREVENTION THROUGH HAND-OUTS IN TREAT BAGS AT HALLOWEEN. WE HAVE NOT BEEN ABLE TO DO FIRE DRILLS AND INSPECTIONS AT SCHOOLS, VULNERABLE OCCUPANCIES, DAY CARES OR PUBLIC AND PRIVATE BUILDING ON ADVICE FROM THE OFM, WE HAVE ASKED SOME OF THESE FACILITIES TO PROVIDE US WITH COPIES OF THEIR FIRE EXTINGUISHER , SUPPRESSION SYSTEM, DRILLS AND TRAINING DOCUMENTS FROM THIS PAST YEAR.

ONE NEW PIECE OF EQUIPMENT THAT WAS PURCHASED LAST YEAR WAS A SMALL DRONE, TWO MEMBERS HAVE RECEIVED TRAINING ON IT WITH ONE LICENSED PILOT AND ONE THAT IS REQUIRED TO WRITE THE TEST. WE PLAN ON HAVING OTHERS TAKE COURSE AS THEY BECOME AVAILABLE.

TIME HAS BEEN TAKEN UP THIS PAST YEAR WITH TRYING TO GET HAND SANITIZER, GLOVES MASKS, GOGGLES, SHIELDS. WE WERE ABLE TO SECURE APPROX. 4000 EXPIRED N95 MASKS EARLY IN THE YEAR THAT WE WERE ABLE TO HELP OUT THE LOCAL AMBULANCE, EASTHOLM, MEALS ON WHEELS, NIPISSING MANOR AS WELL AS OUR HOSPITAL. WE HAVE INSTALLED A TEMP. MONITOR IN STATION ONE, THE TRUCKS AND BUILDING IS BEING SANITIZED REGULARLY WITH A FOGGER AND DISINFECTANT. STATION TWO ARE USING SANITIZER AND WIPES AND THE FOGGER. ALL MEMBERS HAVE BEEN PROVIDED WITH MASKS AND HAVE BEEN ASKED TO WEAR THEM WHEN PRACTICAL, DURING A FIRE MOST WILL WEAR SELF CONTAINED BREATHING APPARATUS (SCBA).

THERE HAS BEEN NO REPORTS OF COVID SYMPTOMS IN EITHER STATION.

THE ACTIVATIONS ARE AS FOLLOWS, 6 HYDRO , 10 FIRES , 2 EMS, 2 MUTUAL AID , 14 FALSE ALARMS AND CO , 6 MVC (AUTO EX) , AND 2 FIRE COMPLAINTS THAT A TRUCK WAS REQUIRED.

A LIST OF CALLS FROM DISPATCH FOR THE YEAR IS INCLUDED.

DATE OF COUNCIL MTG	Jan. 19/21
AGENDA ITEM #	9-1

A LIST OF THE FIREPERSONS ON THE DEPT IS INCLUDED. TRAINING IS ON MONDAY NIGHTS AT BOTH STATIONS , WITH THE FIRST AND THIRD ONES BEING RUN UNDER THE DIRECTION OF THE OFFICERS . ASK OR STOP IN TO SEE HOW OUR DEPT. AND TRAINING PROGRAM WORKS, SEE YOUR FACILITY AND EQUIPMENT AND VOLUNTEERS. WE LOOK FORWARD TO CONTINUE WORKING WITH YOU THROUGH THE NEXT YEAR AND MANY YEARS TO FOLLOW.

YOUR FIRE CHIEF



BILL COX



**Centre régional
de santé de North Bay**

[illegible]

Centre régional
de santé de North Bay[illegible]



**Centre régional
de santé de North Bay**

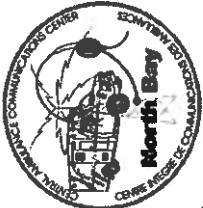
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**North Bay Regional
Health Centre**

**Centre régional
de santé de North Bay**

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Powassan FD - Monthly Call Report - June 2020

North Bay Regional
Health Centre



Centre régional
de santé de North Bay

5921

Incident	Units	Priority	Problem	Agency	Address	City	Response Date
953-P002179981	5921	4	Fire/Extrication	953 - North Bay CACC	36 - 61 Hwy522 Hy	TROUT CREEK T	2020-06-30 13:47
953-Z002179979	5921	4	Fire/Extrication	953 - North Bay CACC	36 - 61 HWY522 HY	TROUT CREEK T	2020-06-30 13:40
953-P002179784	5921	4	Fire/Extrication	953 - North Bay CACC	316 Spetz St	POWASSAN T	2020-06-28 4:18
953-P002179538	5921	4	Fire/Extrication	953 - North Bay CACC	461 Main St	POWASSAN T	2020-06-25 23:16
953-P002179231	5921	4	Fire/Extrication	953 - North Bay CACC	325 Catherine Av	POWASSAN T	2020-06-23 5:02
953-P002178347	5921	4	Fire/Extrication	953 - North Bay CACC	22 Hanselman Li	S HIMSWORTH TP	2020-06-14 11:54
953-P002177960	5921	4	Fire/Extrication	953 - North Bay CACC	171 Edward St S	POWASSAN T	2020-06-10 15:07
953-P002177881	5921	4	Fire/Extrication	953 - North Bay CACC	171 Edward St S	POWASSAN T	2020-06-09 18:11
953-P002177656	5921	4	Fire/Extrication	953 - North Bay CACC	3675 - 3683 Hwy522b Hy	TROUT CREEK T	2020-06-07 18:47



 Centre régional
de santé de North Bay

0	Medical
4	Fire/Extrication
0	MVC



Powassan FD - Monthly Call Report - August 2020

171



Powassan FD - Monthly Call Report - September 2020

North Bay Regional
Health Centre



Centre régional
de santé de North Bay

5921

Incident	Units	Priority	Problem	Agency	Address	City	Response Date
953-P002186704	5921	4	Fire/Extrication	953 - North Bay CACC	461 Main St	POWASSAN T	2020-09-01 13:00
953-P002186985	5921	4	Fire/Extrication	953 - North Bay CACC	151 Latour Cr	S HIMSWORTH TP	2020-09-03 20:29
953-P002187117	5921	4	Fire/Extrication	953 - North Bay CACC	200 Memorial Park Dr E	S HIMSWORTH TP	2020-09-05 0:30
953-P002187793	5921	4	Fire/Extrication	953 - North Bay CACC	Hwy11 Hy	S HIMSWORTH TP	2020-09-12 13:09
953-P002187988	5921	4	Fire/Extrication	953 - North Bay CACC	42 Queens Av	POWASSAN T	2020-09-14 21:31
953-P002188767	5921	4	Fire/Extrication	953 - North Bay CACC	152 Fairview Ln	POWASSAN T	2020-09-23 15:50
953-P002188913	5921	4	Fire/Extrication	953 - North Bay CACC	Main St & Valley View Dr W	POWASSAN T	2020-09-25 1:25



Powassan FD - Monthly Call Report - October 2020

North Bay Regional
Health Centre



Centre régional
de santé de North Bay

5921

Incident	Units	Priority	Problem	Agency	Address	City	Response Date
953-P002189662	5921	4	Fire/Extrication	953 - North Bay CACC	705 Hemlock Rd	S HIMSWORTH TP	2020-10-02 17:03
953-P002191031	5921	4	MVC	953 - North Bay CACC	Hwy 522 Hy & Butterfield Rd	S HIMSWORTH TP	2020-10-17 10:11
953-P002191086	5921	4	Fire/Extrication	953 - North Bay CACC	777 Main St	S HIMSWORTH TP	2020-10-17 23:34
953-P002191114	5921	4	Fire/Extrication	953 - North Bay CACC	777 Main St	S HIMSWORTH TP	2020-10-18 11:47
953-P002191174	5921	4	Fire/Extrication	953 - North Bay CACC	777 Main St	S HIMSWORTH TP	2020-10-19 2:10
953-P002191404	5921	4	Fire/Extrication	953 - North Bay CACC	390 Clark St	POWASSAN T	2020-10-21 12:10



Centre régional
de santé de North Bay

[illegible]

[illegible]

To: Clerk, Council
From: Public Works Engineer
Re: NOAH Site Plan Approval

BACKGROUND:

Over the past several months I have been working with Miller & Urso, NOAH's (Non-profit Organization for Almaguin Housing) consultant engineer, to finalize the site plans, and to create servicing plans for this building. Prior to the Christmas holidays, I met with Antoine Boucher P.Eng (Director of Public Works, East Ferris) to conduct a final review of these plans. Following Christmas holidays, I submitted the corrections to Miller & Urso, so the plans could be finalized. I received the final stamped site and servicing plans Friday January 8, 2021 (see attached).

ANALYSIS:

During my involvement in this project, I have reviewed Miller & Urso's designs and plans for the NOAH project which primarily concerned: lot grading, storm water management, servicing/sanitary sewer extension, and environmental/erosion control. During my review of these plans, I considered many aspects; one of the most important to the Municipality being the ability to allow for future growth and development.

In order to service the NOAH housing project, an extension to the existing sanitary sewer from Edwards Street to Big Bend Avenue is required. While Miller & Urso was developing their servicing plans, we had several discussions to ensure that this sanitary sewer extension would allow for the future growth and development of the Municipality. By creating a spreadsheet to analyze the sanitary sewer flow characteristics, I was able to check Miller & Urso's calculations to ensure that they conformed to MOE (Ministry of the Environment) design guidelines, and to confirm that the sewer mains had sufficient capacity for future growth. Both Miller & Urso and I determined that to allow for sufficient sewer capacity for the full development of properties South of Big Bend Ave, and also allow sufficient capacity for the existing properties and/or household to connect to this sanitary sewer (see page C08 for sanitary catchment plan); a 250mm diameter sanitary sewer would be required. Additionally, the sanitary sewer (see page C05) is proposed to be installed at the lowest reasonable elevation while still being able to utilizing the sanitary sewer that is currently placed beneath the CN tracks. By placing the sewer at this depth, the amount of future development that is able to be serviced by a gravity feed system will be maximized.

In summary, after multiple plan changes and meetings with Miller & Urso, I believe that the attached site and servicing plans address the following concerns of the Municipality: room for future growth, safety of the general public, other stakeholder's concerns (Canadian National Railway), drainage, and erosion control. NOAH, Descon, and Miller & Urso are still awaiting final comments from CN (to my knowledge). It is my opinion that the Municipality shall approve the attached site and servicing plans, on the conditions that: any issues brought forward by CN are

DATE OF COUNCIL MTG.	Jan. 19/21
AGENDA ITEM #	9-2

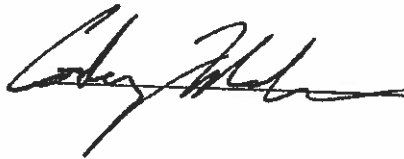
addressed, no major changes are made to infrastructure while addressing CN's concerns, and that the developer enters into a Site Plan Control Agreement which includes off-site works with the Municipality.

RECOMMENDATION:

That, council receives this memo, and approves Miller and Urso's Site and Servicing plans for the NOAH project on Big Bend Avenue.

Respectfully submitted by,

Codey Munshaw, EIT:
Public Works Engineer



Date: January 15, 2021

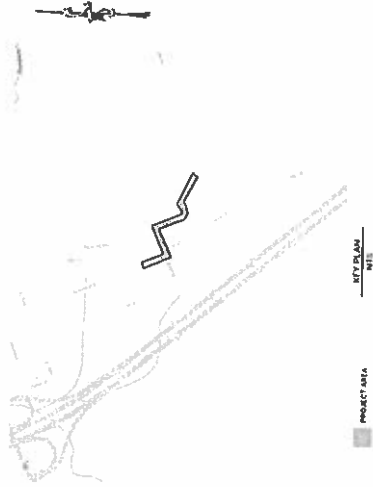
DESCON CONSTRUCTION LTD.

NOAH PROJECT
BIG BEND ROAD
MUNICIPALITY OF POWASSAN
ENGINEERING CONSTRUCTION DRAWINGS



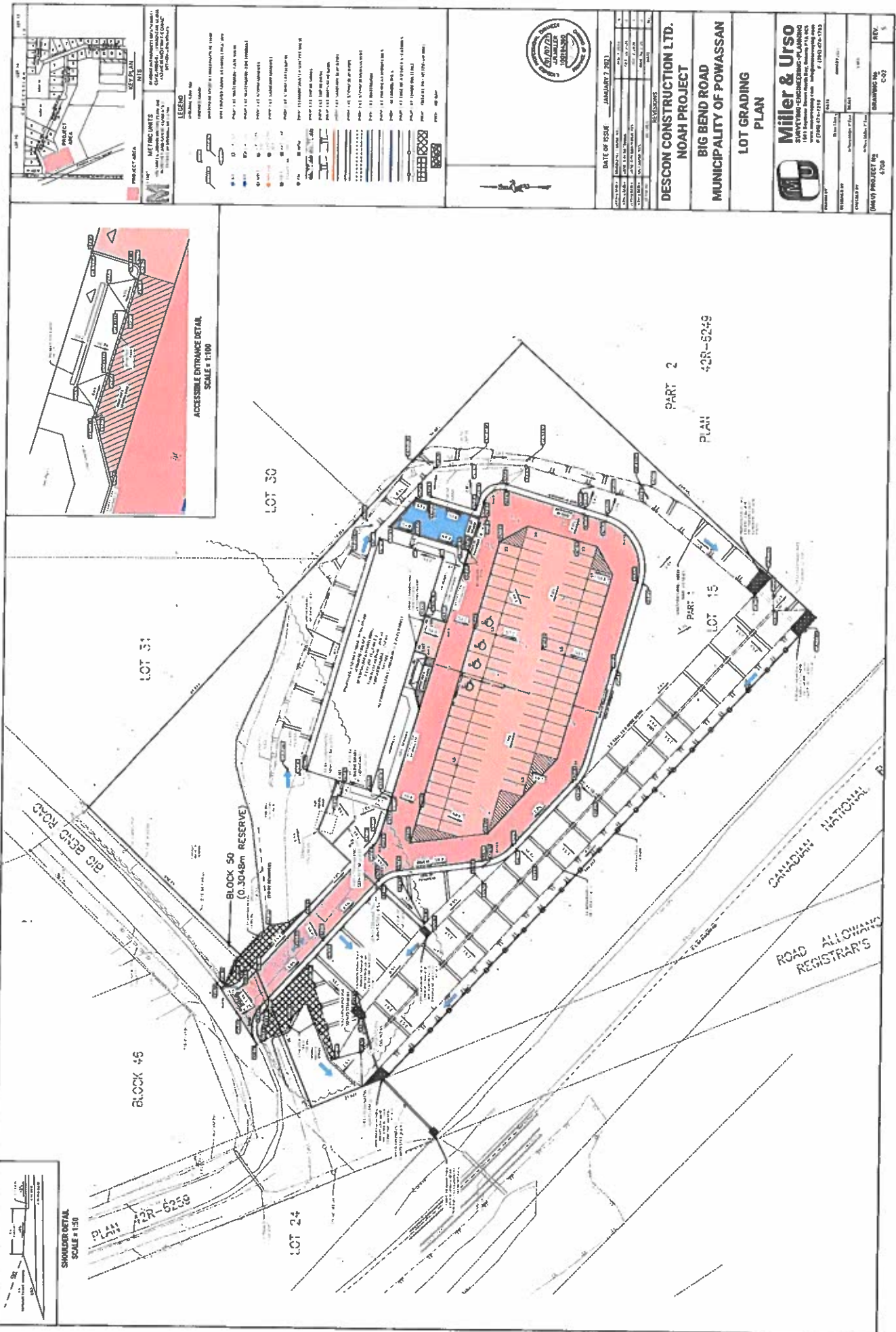
Miller & Urso
SURVEYING-ENGINEERING-PLANNING
1111 12th Street, Suite 100, Powassan, ON
P0A 1H0 (905) 361-1111
www.millerurso.com

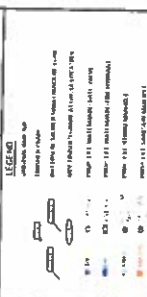
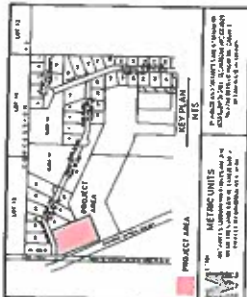
Project No. 6708
REVISION: 2
JANUARY 2021



DATE OF ISSUE: JANUARY 7, 2021

REV. NO.	DESCRIPTION	DATE
0.1	ISSUED FOR PERMITTING	01/07/2021
0.2	FOR CONSTRUCTION	01/07/2021
0.3	FOR RECORD	01/07/2021
0.4	FOR AS-BUILT	01/07/2021
0.5	FOR FINAL REVIEW	01/07/2021
0.6	FOR FINAL APPROVAL	01/07/2021
0.7	FOR FINAL RECORD	01/07/2021
0.8	FOR FINAL AS-BUILT	01/07/2021
0.9	FOR FINAL REVIEW	01/07/2021
1.0	FOR FINAL APPROVAL	01/07/2021
1.1	FOR FINAL RECORD	01/07/2021
1.2	FOR FINAL AS-BUILT	01/07/2021
1.3	FOR FINAL REVIEW	01/07/2021
1.4	FOR FINAL APPROVAL	01/07/2021
1.5	FOR FINAL RECORD	01/07/2021
1.6	FOR FINAL AS-BUILT	01/07/2021
1.7	FOR FINAL REVIEW	01/07/2021
1.8	FOR FINAL APPROVAL	01/07/2021
1.9	FOR FINAL RECORD	01/07/2021
2.0	FOR FINAL AS-BUILT	01/07/2021





NOTES:

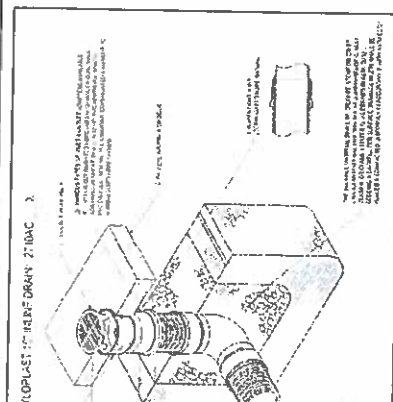
- When sidewalk is constructed adjacent to the proposed curb, the proposed curb shall be constructed to the centerline of the sidewalk.
- For parking enclosures, the proposed curb shall be constructed to the centerline of the parking enclosure.
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ONARIO PROVINCIAL STANDARD DRAWING

CONCRETE BARRIER CURB

Rev. 2012 Item 1.3

OPSD 600.110



NOTES:

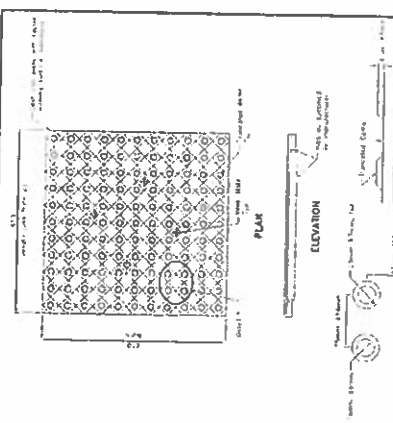
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ONARIO PROVINCIAL STANDARD DRAWING

CONCRETE SIDEWALK RAMP

Rev. 2012 Item 1.3

OPSD 310.039



NOTES:

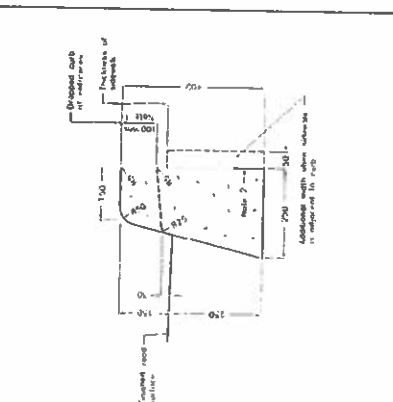
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ONARIO PROVINCIAL STANDARD DRAWING

CONCRETE SIDEWALK RAMP

Rev. 2012 Item 1.3

OPSD 310.039



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ONARIO PROVINCIAL STANDARD DRAWING

CONCRETE SIDEWALK RAMP

Rev. 2012 Item 1.3

OPSD 310.039

DATE OF ISSUE JANUARY 7, 2013

DESIGNER MILLER & URSO

PROJECT BIG BEND ROAD

MUNICIPALITY OF POWASSAN

OPSD AND

SPECS

Miller & Urso

SURVEYING-ENGINEERING-PLANNING

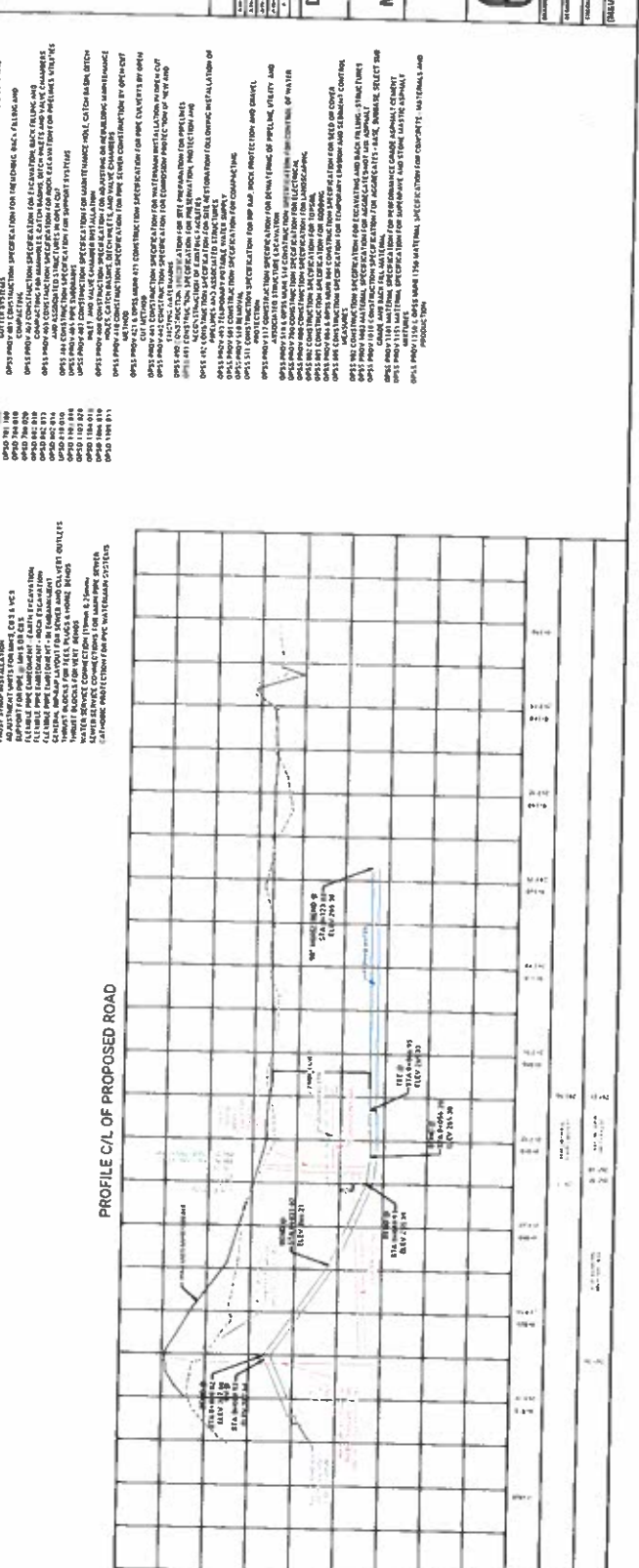
1401 Bayview Avenue, Suite 100, Scarborough, Ontario M1S 5H5

P. (416) 291-1100 F. (416) 291-1101

PROJECT NO. 1000

DRAWING NO. E-03

REV. 5





LEGEND

SYMBOLS

NOTES

1. The project area is shown in red on the plan.

2. The project area is shown in red on the plan.

3. The project area is shown in red on the plan.

4. The project area is shown in red on the plan.

5. The project area is shown in red on the plan.

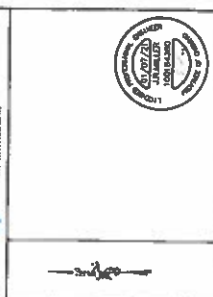
6. The project area is shown in red on the plan.

7. The project area is shown in red on the plan.

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9. The project area is shown in red on the plan.

10. The project area is shown in red on the plan.



DATE OF ISSUE JANUARY 7, 2021

PROJECT NO. 2019-001

PROJECT NAME NOAH PROJECT

CLIENT DESCON CONSTRUCTION LTD.

PROJECT LOCATION BIG BEND ROAD, MUNICIPALITY OF POWASSAN

PROJECT TYPE EROSION CONTROL PLAN

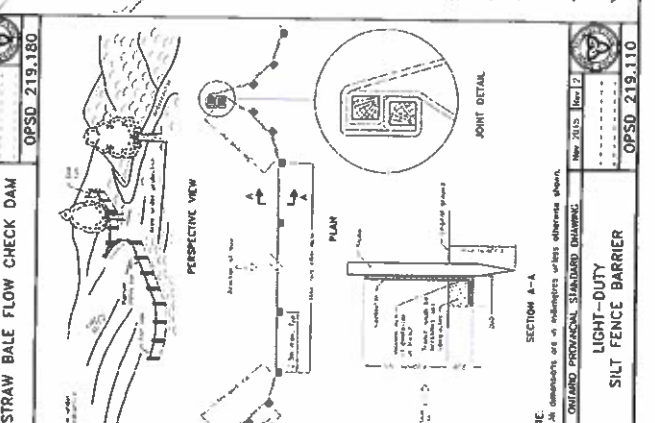
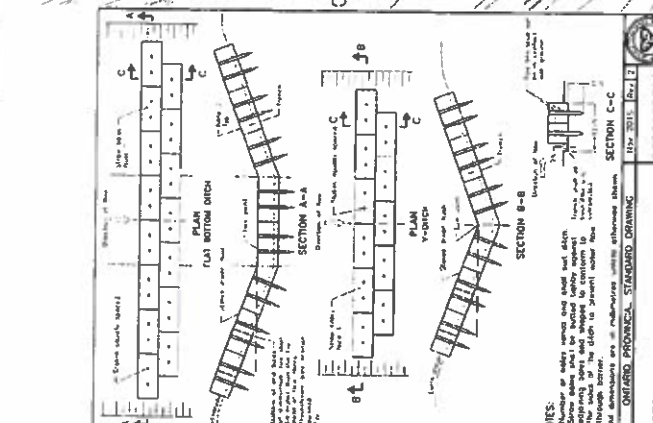
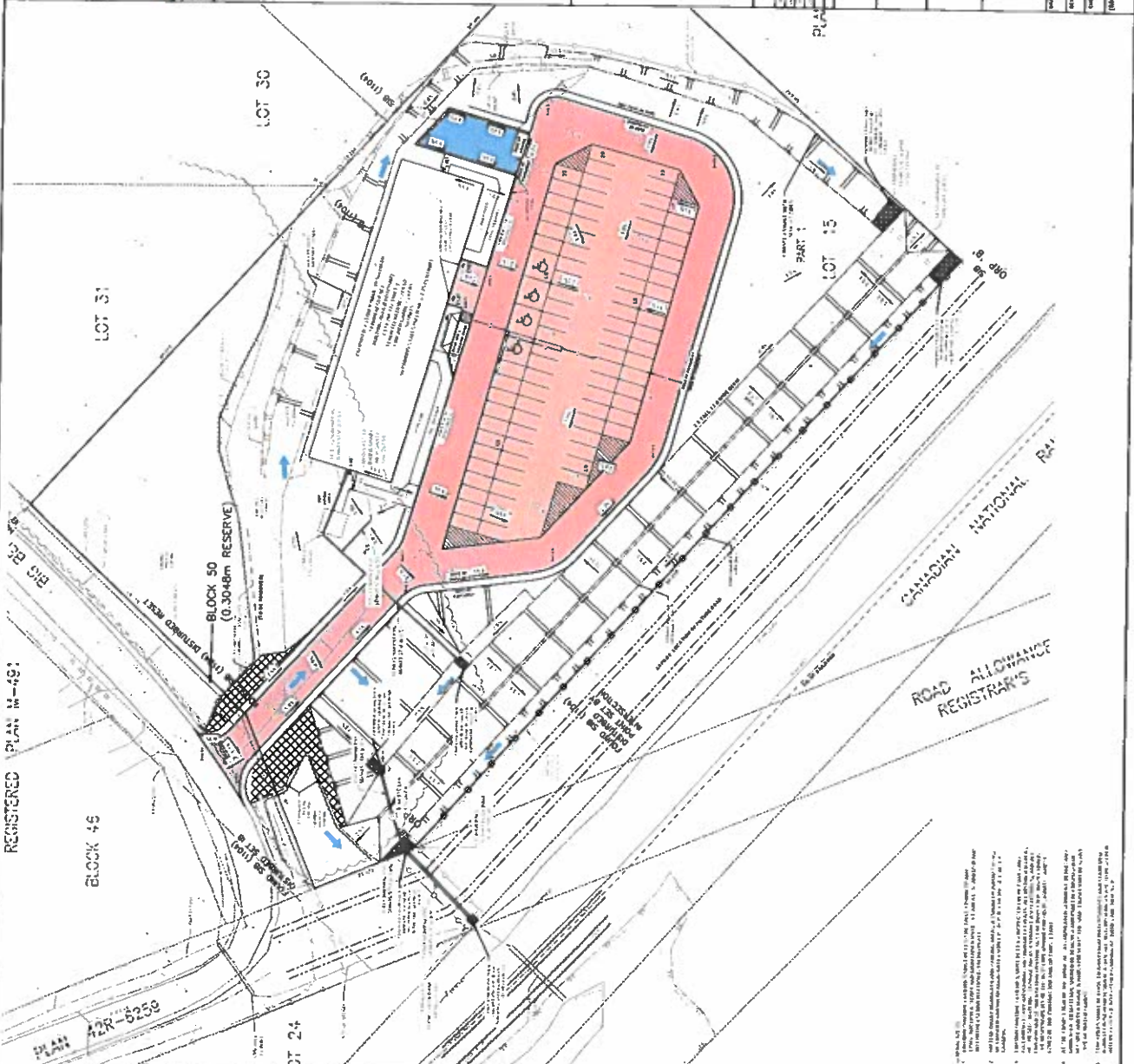
DESIGNER Miller & Urso

DATE 2021-01-07

SCALE 1:100

DRAWING NO. 2019-001

REV. 1



NOTES

1. The project area is shown in red on the plan.

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5. The project area is shown in red on the plan.

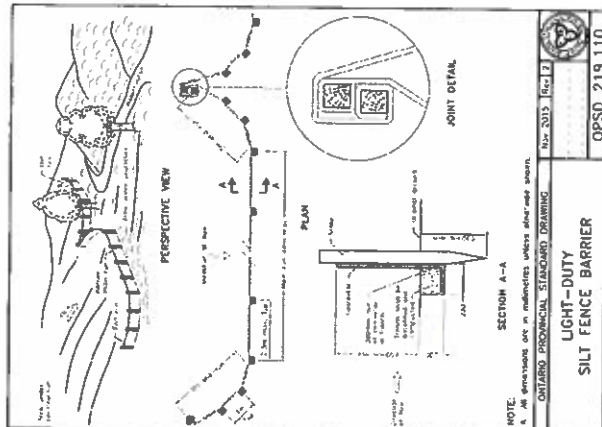
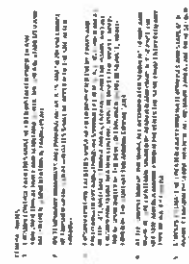
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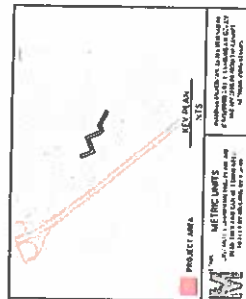
9. The project area is shown in red on the plan.

10. The project area is shown in red on the plan.



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1. The following information is for the year ended 31/12/2019:



DATE OF ISSUE: JANUARY 7, 2021

[illegible]

REVISIONS

DESCON CONSTRUCTION, LTD.

NOAH PROJECT

EDWARD STREET SOUTH
SOUTH STREET

**SOUTH STREET
BIG BEND ROAD**

MUNICIPALITY OF POWASSAN



Miller & Urso
DIVERSIFIED CONTRACTING - SHULERS

11411 Maryland Street North Bay, Ontario P1A 6K5
info@bancorwaying.com info@bancorwaying.com
P (709) 474-1710 F (709) 474-1763

[illegible][illegible]

PROJECT No. 6700	DRAWING No. C-47	REV. 2
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MANHOLE	CHANCE	T/G	INVERT ELEVATION	OPED DETAIL No. STRUCTURE	OPSD DETAIL No. CHANCE	COMMENT
MAN03	0+187.82	282.11	259.60 259.62	700 010	401 840	
MAN04	0+239.62	282.31	261.67 261.19	700 010	401 840	
MAN05	0+241.77	284.69	261.68 261.68	700 010	401 840	
MAN06	0+283.77	216.82	261.85 261.91	700 010	401 840	
MAN07	0+340.96	268.16	262.22 261.25	700 010	401 840	
MAN08	0+433.60	212.71	262.47 262.50	700 010	401 840	
MAN09A	0+426.11	267.95	262.59 264.65	700 011	401 840	INTERNAL CRISP STRUCTURE
MAN09	0+472.26	269.93	265.28 265.11 265.31	700 010	401 840	
MAN10	0+489.62	287.99	266.55 265.99	700 010	401 840	

MANHOLE	CHANCE	T/G	INVERT ELEVATION	OPED DETAIL No. STRUCTURE	OPSD DETAIL No. CHANCE	COMMENT
MAN03	0+187.82	282.11	259.60 259.62	700 010	401 840	
MAN04	0+239.62	282.31	261.67 261.19	700 010	401 840	
MAN05	0+241.77	284.69	261.68 261.68	700 010	401 840	
MAN06	0+283.77	216.82	261.85 261.91	700 010	401 840	
MAN07	0+340.96	268.16	262.22 261.25	700 010	401 840	
MAN08	0+433.60	212.71	262.47 262.50	700 010	401 840	
MAN09A	0+426.11	267.95	262.59 264.65	700 011	401 840	INTERNAL CRISP STRUCTURE
MAN09	0+472.26	269.93	265.28 265.11 265.31	700 010	401 840	
MAN10	0+489.62	287.99	266.55 265.99	700 010	401 840	

SANITARY SEWER PIPE IDENTIFICATION						
FROM	TO	LENGTH (ft)	ID (in)	MATERIAL	CLASS (%)	DETAIL NO HATCHELL RECORDING
44002	44024	40.52	250	HDPE	H-12 3.1%	802 010, 802 013
44024	44054	43.50	250	HDPE	H-12 2.4%	802 010, 802 013
44054	44085	32.78	250	HDPE	H-12 1.5%	802 010, 802 013
44085	44066	40.52	252	HDPE	H-12 0.5%	802 010, 802 013
44066	44087	53.95	250	HDPE	H-12 0.5%	802 010, 802 013
44087	44068	47.78	250	HDPE	H-12 0.5%	802 010, 802 013
44068	44084	17.92	250	HDPE	H-12 0.5%	802 010, 802 013
44084	44089	41.60	250	HDPE	H-12 2.0%	802 010, 802 013
44089	51108	7.77	250	HDPE	H-12 2.0%	802 010, 802 013
51108	44109	47.39	150	PVC	DR-35 0.5%	802 010, 802 013
44109	44100	11.48	150	PVC	DR-35 0.5%	802 010, 802 013

SANITARY SEWER PIPE IDENTIFICATION						
FROM	TO	LENGTH (ft)	ID (in)	MATERIAL	CLASS (%)	DETAIL NO HATCHELL RECORDING
44002	44024	40.52	250	HDPE	H-12 3.1%	802 010, 802 013
44024	44054	43.50	250	HDPE	H-12 2.4%	802 010, 802 013
44054	44085	32.78	250	HDPE	H-12 1.5%	802 010, 802 013
44085	44066	40.52	252	HDPE	H-12 0.5%	802 010, 802 013
44066	44087	53.95	250	HDPE	H-12 0.5%	802 010, 802 013
44087	44068	47.78	250	HDPE	H-12 0.5%	802 010, 802 013
44068	44084	17.92	250	HDPE	H-12 0.5%	802 010, 802 013
44084	44089	41.60	250	HDPE	H-12 2.0%	802 010, 802 013
44089	51108	7.77	250	HDPE	H-12 2.0%	802 010, 802 013
51108	44109	47.39	150	PVC	DR-35 0.5%	802 010, 802 013
44109	44100	11.48	150	PVC	DR-35 0.5%	802 010, 802 013

Date: January 19, 2021

Moved by: _____

Seconded by: _____

That the Council of the Municipality of Powassan approves the Final Site Plan / Servicing Plan which has been reviewed by both the municipal engineer, and Antoine Boucher, P.Eng. for the NOAH project. Council approval is subject to the condition that the developer enters into a Site Plan Control Agreement, which includes off-site works provisions, with the Municipality.

Carried _____ Defeated _____ Deferred _____ Lost _____

Mayor _____

Recorded Vote: Requested by _____

Name	Yeas	Nays	Name	Yeas	Nays
Councillor Randy Hall			Mayor Peter McIsaac		
Councillor Markus Wand					
Councillor Dave Britton					
Councillor Debbie Piekarski					

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2021-01

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

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

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

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

1. That the Council of the Corporation of the Municipality of Powassan authorizes **REALTAX INC.** to perform the administrative requirements of Part XI of the Municipal Act, 2001, c.25.
2. That the CAO/Clerk-Treasurer be duly authorized to charge the amount prescribed by this By-Law representing the administrative cost;
3. That the administrative cost applicable to the categories described herein shall be as outlined in schedule "A" attached.
4. That By-law 2019-02 be rescinded upon adoption of this by-law.

READ a FIRST and SECOND time on January 19, 2021

READ a THIRD and FINAL time and adopted on February 2, 2021

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan 19/21
AGENDA ITEM #	10-1

Schedule “A” By-Law No. 2021-01

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



By Law 2021-01
Schedule "A"

FEE SCHEDULE 2021

(HST must be added on the fees shown below)

ENGAGE PROFESSIONAL SERVICES

Plus Notices under the *Farm Debt Mediation Act*

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

\$400

TAX REGISTRATION - PART 1

Plus Print Parcel Register, conduct execution searches

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

\$385

TAX REGISTRATION - PART 2

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

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

\$185

TAX REGISTRATION - PART 3 FINAL NOTICES

Plus Update searches, print Final Notices, mail if necessary

(Part 3 does not apply if a property is owned by a Corporation that has been cancelled)

\$185

Tax Sale

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

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

\$875

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

\$475

Attend tender opening or auction (Optional)

Please contact us for fees

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

\$1,135

FEES FOR SEARCHES AND NOTICES

Notices under the *Farm Debt Mediation Act*

per notice \$50

First Notices, Final Notices, Form 5, Form 10

per notice \$20

Notices outside of Canada

per notice \$60

Print Parcel Register

per PIN \$45

Execution searches

per name \$20

Copies of executions

per writ \$20

Corporate searches, if needed

per corporation \$50

Send Tax Deed or Notice of Vesting to Ministry

\$50

*Additional fees may apply for complex title searches

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2021-02

Being a By-Law to authorize Borrowing for 2021

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

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

READ a FIRST and SECOND time and considered **READ a THIRD and FINAL** time and adopted as such in open Council meeting this the 19th day of January, 2021

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan. 19/21
AGENDA ITEM #	10-2

BORROWING BY-LAW MUNICIPALITIES

BY-LAW NO. 2021-02

WHEREAS the Council

(COUNCIL)

of the The Corporation of the Municipality of Powassan

(NAME OF MUNICIPALITY)

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

Six Hundred Thousand

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

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

(INSERT TITLES
RATHER
THAN NAMES)

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

(\$600,000.00) to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year 2021

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

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

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

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

CERTIFICATE

I hereby certify that the foregoing is a true copy of By-Law No. 2021-02 of the Corporation of the Municipality of Powassan in the District of Parry Sound duly passed at a meeting of the Council of the said Corporation duly held on the 19 day of January, 2021 that the said By-Law is under the seal of the said Corporation and signed by its proper officers as required by law and that the said By-Law is in full force and effect.

DATED this _____ day of _____

(CORPORATE SEAL)

DATE RECEIVED
RECORDED
APPROVED
E.O. AUDITOR

By: Sign _____
Title _____

By: Sign _____
Title _____

**SECURITY AGREEMENT
MUNICIPALITIES AND SCHOOL BOARDS**

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

* (DELETE
WHICHEVER IS
INAPPLICABLE)

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

(COUNCILOR SCHOOLBOARD, ETC.)

of The Corporation of the Municipality of Powassan

(NAME OF MUNICIPALITY, SCHOOLDISTRICT, ETC.)

on the 19 day of January, 2021 authority was given to the

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

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

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

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

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

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

IN WITNESS WHEREOF the Corporation has caused *** this agreement to be executed by
its proper officers as required by law this _____ day of _____.

WITNESS:

By: Sign

Title

Sign

Title

c/s

DATE RECEIVED
RECORDED
APPROVED
E.O. AUDITOR

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW NO. 2020-03

Being a By-Law to authorize an agreement between the Corporation of the Municipality of Powassan and Evan Hughes Excavating-2170641 Ontario Ltd. regarding the Aggregate Pit located at Lots 24 and 25, Concession 7.

WHEREAS the Corporation of the Municipality of Powassan is desirous of entering into an agreement with Evan Hughes Excavating-2170641 Ontario Ltd. for the continuation of the license extraction/lease agreement entered into on September 1, 2015.

NOW THEREFORE be it resolved that the Council of the Corporation of the Municipality of Powassan enacts as follows:

1. That the licence agreement outlined in Appendix "A" and forming part of this By-law be adopted.
2. That the Mayor and the Clerk be and are hereby authorized to execute the attached agreement between the Corporation of the Municipality of Powassan and Evan Hughes Excavating-2170641 Ontario Ltd.
3. That this agreement become in force upon its execution.

READ a FIRST and SECOND time, and considered **READ a THIRD and FINAL** time, and adopted as such in open Council this the 19th day of January, 2021.

Mayor

CAO/Clerk-Treasurer

DATE OF COUNCIL MTG.	Jan. 19/21
AGENDA ITEM #	10-3

License Extraction/Lease Agreement

The following terms of agreement shall be in affect as of September 1, 2020, and shall expire September 1, 2025.

Between: The Corporation of the Municipality of Powassan, a corporation organized and existing under the laws of Ontario, and with it's head office located at:
250 Clark Street, P.O. Box 250, POH 1Z0, Powassan Ontario

(hereinafter the "Municipality of Powassan")

And: Evan Hughes Excavating – 2170641 Ontario Limited, a business organized and existing under the laws of Ontario, and with it's head office located at:
118 Highway 534 Powassan, Ontario, POH 1Z0

(hereinafter "Evan Hughes Excavating")

WHEREAS, this agreement shall constitute a continuation of the agreement between Evan Hughes Excavating and the Municipality of Powassan, regarding the license extraction/lease agreement entered into on September 1, 2015 (see Appendix A).

WHERAS, the Municipality of Powassan, the registered owner of Lots 24 and 25, Concession 7 in the geographical township of South Himsworth, in the Municipality of Powassan, District of Parry Sound; agrees to lease the above noted property to Evan Hughes Excavating to operate a pit for a period of five (5) years.

WHERAS, the Municipality of Powassan agrees to have aggregate License transferred to Evan Hughes Excavating.

WHERAS, Evan Hughes Excavating agrees to pay all cost related to License transfer and to submit the annual Compliance Assessment Report to the MNR (Ministry of Natural Resources).

WHERAS, Evan Hughes Excavating agrees to pay all royalties incurred through aggregate sales from this site.

WHERAS, the Municipality of Powassan will be allowed to continue the importation, storage, crushing/mixing, and exportation of recycled asphalt and concrete in conformance with the conditions of the site plan.

WHERAS, Evan Hughes Excavating agrees to pay the Municipality of Powassan \$0.75 per cubic yard on all extracted pit materials from the above noted pit.

Initials: The Municipality of Powassan _____
Evan Hughes Excavating _____

License Extraction/Lease Agreement

WHEREAS, Evan Hughes Excavating shall provide the Municipality of Powassan with valid proof of insurance annually, prior to the commencement of material extraction.

NOW, THEREFOR, in consideration of the mutual covenants and agreements herein contained, the parties hereto, intend to be legally bound.

Initials: The Municipality of Powassan _____
Evan Hughes Excavating _____

License Extraction/Lease Agreement

In witness whereof: each party understands the terms of agreement, are over the age of eighteen (18), are of sound mental capacity, have the authority to bind their corporation or company to such an agreement, and accept the above stated terms of agreement; shall hereby enter into this legally binding agreement.

Signed in the presence of:

Evan Hughes Excavation

Witness Signature

Signature

Witness Name (Print)

Name (Print)

Witness Title (Print)

Title (Print)

Date

Date

Signed in the presence of:

**The Corporation of the Municipality of
Powassan**

Witness Signature

Signature

Witness Name (Print)

Name (Print)

Witness Title (Print)

Title (Print)

Date

Date

Initials: The Municipality of Powassan _____
Evan Hughes Excavating _____

Appendix A - Original License Extraction/Lease Agreement

LICENSE EXTRACTION/LEASE AGREEMENT

Between:

MUNICIPALITY OF POWASSAN

And:

Evan Hughes

WHEREAS The Municipality OF POWASSAN, the registered owner of Lots 24 & 25, Concession VII in the Geographic Township of South Himsforth, in the Municipality of Powassan, District of Parry Sound, agrees to lease the above noted property to Evan Hughes to operate a pit for a period of 5 years with an option to extend the lease for a further 5 year term within the same terms.

WHEREAS The MUNICIPALITY OF POWASSAN agrees to have the Aggregate License transferred to Evan Hughes.

WHEREAS Evan Hughes agrees to pay all costs related to the License transfer and to submit the annual Compliance Assessment Report to MNR.

WHEREAS Evan Hughes agrees to pay all royalties incurred through aggregate sales from this site.

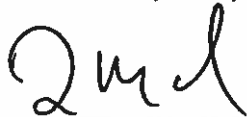
WHEREAS The MUNICIPALITY OF POWASSAN agrees that all sales of aggregate will be conducted through Evan Hughes.

WHEREAS The MUNICIPALITY OF POWASSAN will be allowed continue to import, store and export recycled asphalt in conformance with the conditions of the site plan.

WHEREAS Evan Hughes agrees to pay The MUNICIPALITY OF POWASSAN .75 cents per cubic yard of all sales conducted with respect to the above noted pit.

WHEREAS Evan Hughes will provide valid proof of insurance.

DATED this 1st day of September, 2015



For: THE MUNICIPALITY OF POWASSAN
466 Main street P.O. Box 250
Powassan, ON POH 1Z0



Evan Hughes
R.R. #2
Powassan, ON POH 1Z0