

REVISED AGENDA

COMMITTEE OF THE WHOLE



Thursday, April 21, 2022

9:15 a.m.

Via Zoom Meeting

9 James Street, Parry Sound, Ontario

To ensure the practice of proper social distancing measures, and to help prevent the spread of COVID-19 in the community, Council Meetings will be held electronically in accordance with section 238 of the Municipal Act, 2001. All Meetings will be recorded, and posted on the Township website for members of the public to view.



(Add-on)

9:15 a.m. FINANCE AND ADMINISTRATION (O)

1. 2022 Budget

Pages: 1 - 103

2. Fire Protection Services Agreement – Blackstone Lake Area

Pages: 104 - 115

3. Restricted Acts of Council -Lame Duck Period

Pages: 116 - 120

4. Amend Procedural By-law to Allow for Hybrid Meetings, and other minor amendments

Pages: 121 - 127

5. By-law Enforcement Services & Fire Prevention and Education Services. Cancode Safety Services Inc. - Contract Renewal

Pages: 128 - 137

6. Legal Update (no matters to report)

Classification: Closed (C) - Closed to the Public Open (O) - Open to the Public

Please note, the timing of matters listed above are approximate and the order in which they are discussed is subject to change.

11:15 a.m. PLANNING AND BUILDING (O)

1. **Schonenberger, Paul et al, Heming, Peter, et al
Ministry of Northern Development, Mines, Natural Resources and
Forestry Work Permit – Road extension over Crown land**

Pages: 138 - 170

2. **Healey Lake Dam - West Outlet**

Pages: 171 - 230

3. **Building Permit Summary**

Pages: 231 - 234

12:30 p.m. LUNCH

1:00 p.m. ENVIRONMENT (O)

1. **Seabins – Memorandum of Understanding to transfer ownership to
TOA**

Pages: 235 - 238

➤
1:30 p.m. HUMAN RESOURCES (C)

1. **Closed Meeting**

NOW THEREFORE BE IT RESOLVED that the Human Resources Committee move into a CLOSED MEETING at _____ a.m./p.m., pursuant to Section 239(2)(b) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, to deal with person matters about an identifiable individual, including municipal or local board employees.

i) Human Resource Matters

2. **Open Meeting**

NOW THEREFORE BE IT RESOLVED that the Human Resources Committee move out of a CLOSED MEETING at _____ a.m./p.m.

2:00 p.m. PUBLIC WORKS (O)

1. **Operational Services Update**

Pages: 239 - 258

2. Request for Additional Fleet Equipment

Pages: 259 - 262

3. Pointe au Baril Facilities Plan

Pages: 263 - 310



2022 BUDGET

Township of The
Archipelago

2022 Budget

Executive Summary

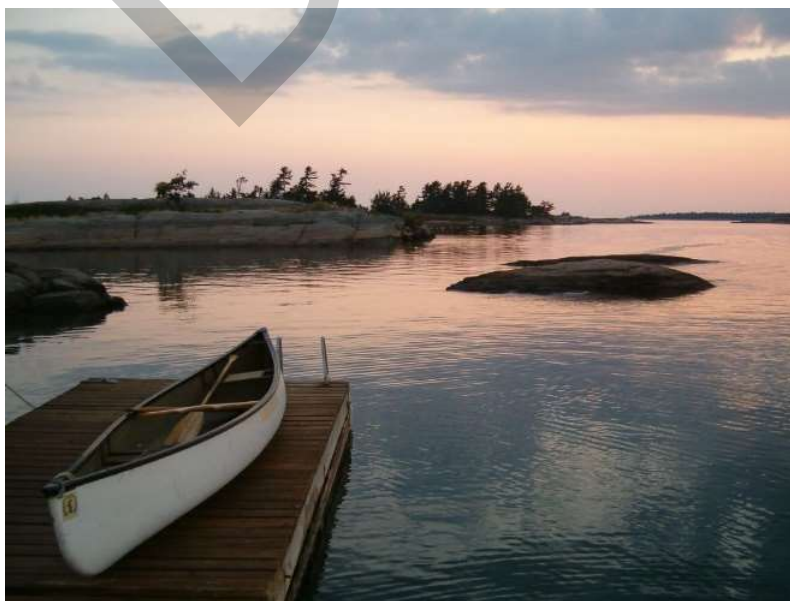
About The Archipelago

The Township of The Archipelago was created pursuant to The District of Parry Sound Local Government Act as a result of the Province's policy to extend, consolidate and strengthen local governments in the District of Parry Sound. The Municipality emerged from four previously unorganized geographic townships on the east coast of Georgian Bay having a similar recreational land use character.

The Township consists of several thousand islands in Georgian Bay and a number of inland, freshwater lakes, all of which are used for recreational purposes with either cottages or year-round residences located on them. The lands in The Archipelago may be described as remote and sparsely populated. The essence of the Township is derived from its natural environment.

The local economy of the Township of The Archipelago results primarily from the natural resources of the area and the recreational base of the Municipality. Aside from those ancillary or incidental uses established in conjunction with the recreational nature of the Township, the true economic function relates to the passive recreational gains realized by the individual users of The Archipelago's environment.

The impetus for creating the Township of The Archipelago originated from a strong desire by its inhabitants and the Province to preserve its high quality recreational character and the natural environment. This Plan has been prepared within the context of the historical development of the area as well as its existing recreational development pattern.

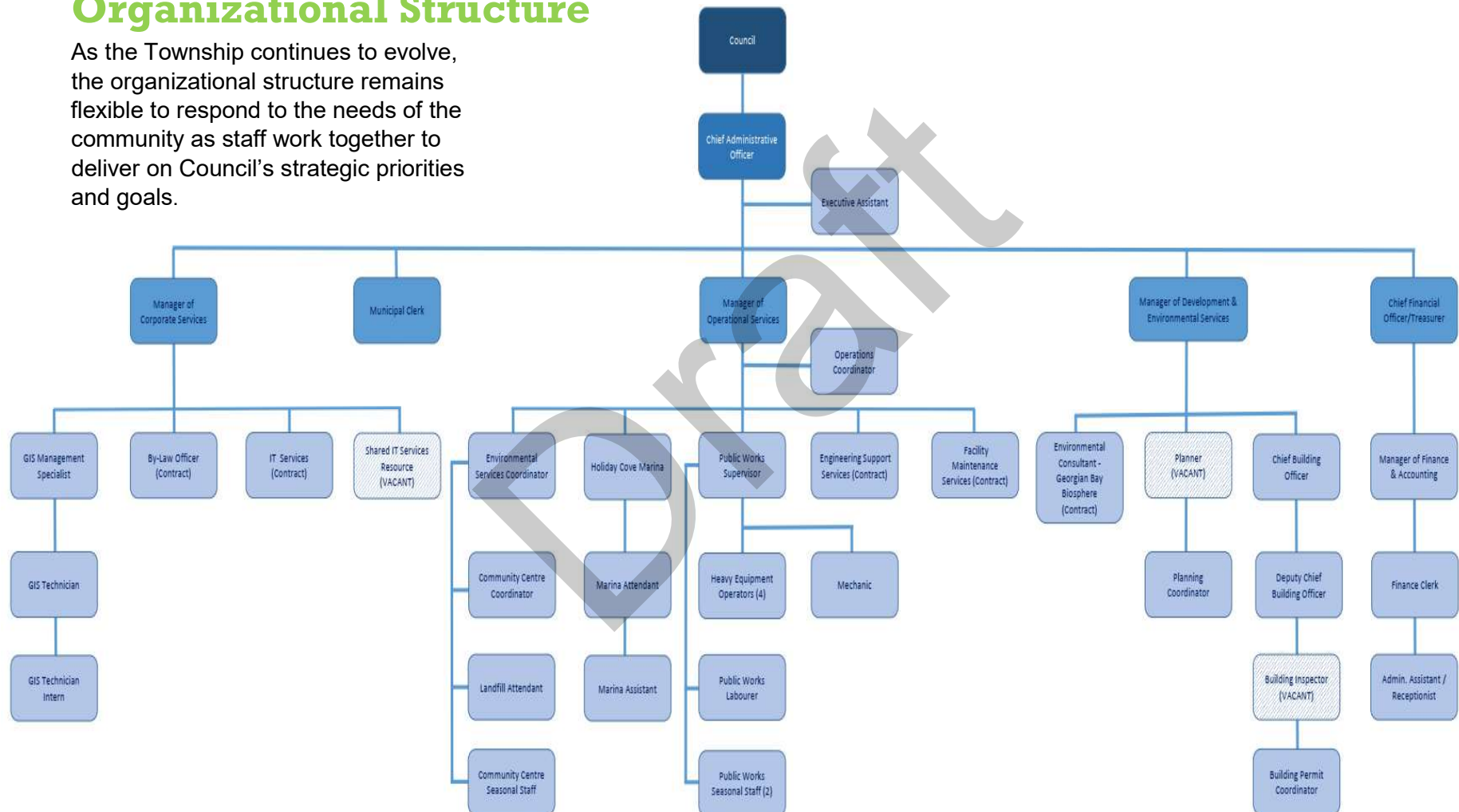


2022 Budget

Executive Summary

Organizational Structure

As the Township continues to evolve, the organizational structure remains flexible to respond to the needs of the community as staff work together to deliver on Council's strategic priorities and goals.



2022 Budget

Executive Summary

Strategic Priorities and Goals

The Archipelago's strategic priorities and goals influence and shape decision making of the Township of The Archipelago, Council and staff when fulfilling the municipality's mandate in regards to the continued health and well being of its community and

natural environment. The Strategic Plan reinforces the Township's mission, vision and values, representing the core of how administration will deliver on Council's priorities and goals.



Protect & Preserve

Adhere to the Township's mission and values centred on the continued preservation and protection of the Georgian Bay shoreline, inland lakes and watershed areas through environmental initiatives including prevention and removal of invasive species, responsible land use and controlled development.



Sustainable & Cost-Effective Services

Deliver services and maintain infrastructure to meet the needs of the community in a manner that is responsible, sustainable, efficient and cost effective while maintaining the established mission, vision, values and beliefs of the Township of The Archipelago.



Effective Relationships & Partnerships

Continue to strengthen and maintain relationships with internal and external stakeholders including neighbouring municipalities, Indigenous communities, community associations, other levels of government and organizations.



Leadership & Communications

Provide strong leadership through good governance, responsible decision making and open communication to encourage collaboration and develop solutions that are mindful of collective interests and aligned with the values and beliefs of the Township of The Archipelago.

2022 Budget

Executive Summary

Budget Overview



Budget Timeline

Prepare	Draft	Review	Approve
October/November Departments review & prepare budgets. Senior Leadership Team work to identify priorities.	November/December Department heads meet with CAO & Treasurer to review proposed budget Deliver Project List for council	January/February Department heads meet with finance committee & committees of council. March Draft Budget to Council	April Approval of budget, tax rates and ratios

2022 Budget

Executive Summary

Guiding Principles

Guiding principles provide a conceptual approach to making responsible decisions that address short and long-term financial impacts and are aligned with Council's goals and directions.

Principle 1

Existing Service Levels

To plan for similar levels of service as provided in the previous fiscal year. Leveraging efficiencies and preparing for anticipated future needs.

Principle 2

Reserve Funding & Maintaining Capital

To continue the long-term funding of the operating and capital reserves. Managing assets and infrastructure takes significant planning to ensure that the required funds are available when renewals and replacements are due.

Principle 3

New Initiatives to Enhance the Township

New initiatives should be adopted when they enhance service levels, improve efficiencies, mitigate risk, address new regulatory requirements, and support service excellence within current financial means. Initiatives no longer required or fulfilled are discussed and removed.

Budgetary Pressures

Inflationary Pressures

A significant amount of the operating and capital budget is tied to the costs of construction related materials and supplies, fossil fuels, and transportation costs which are impacted by market conditions and more recently tariffs. This results in the construction price index increasing higher than the rate of inflation.

Covid-19 Pandemic

Budgetary pressures associated with the COVID-19 pandemic are expected to continue into 2022. The largest of these impacts relate to decreased revenues particularly in recreation programs and facility rentals.

Economic Considerations

The Township has been faced with various supply chain shortages regarding materials and supplies, and equipment. This has impacted project timelines and driven up prices for the products. We also make purchases that are paid for using US dollars such as IT components and software. The foreign exchange risk can cause fluctuations in the market value of these goods at any time during the year given changing economic conditions.

2022 Budget

Executive Summary

Budgetary Pressures continued...

Assessment Increases & Growth

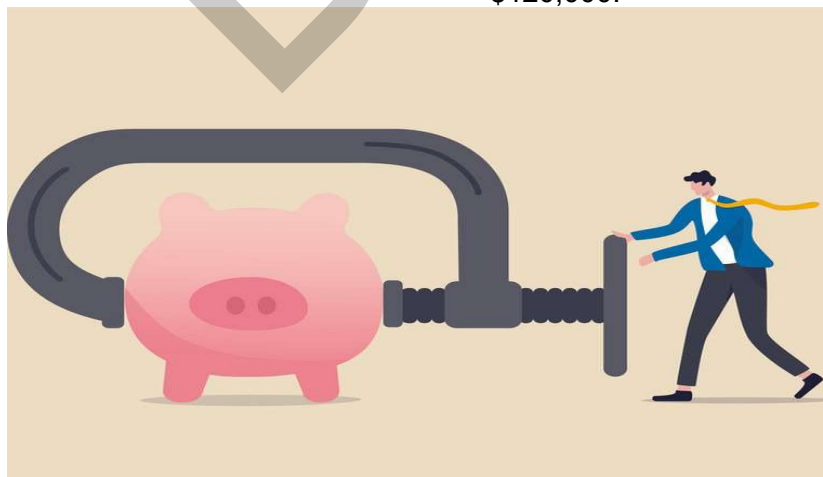
Growth accounts for a portion of the Township's increased costs year over year. These cost increases have been offset by assessment growth, which allows a municipality to finance increased costs without increasing taxes. The Ontario government postponed our 2020 Assessment Update due to COVID-19. In 2022, we will have the same assessment base as 2020 apart from any new assessment received from supplemental billings. New growth in 2022 accounts for 0.6%.

Human Resources

The Township relies heavily on human resources to deliver the wide range of services that we offer. The cost of living increase in 2022 was approved at a 3% increase. Human resource costs including benefits and training have continued to increase. Staffing requirements to fulfill our current levels of service has also increased. In order to maintain and enhance the current level of service the 2022 budget includes the following full time equivalent positions:

- Planner
- Building Inspector
- IT Resource Professional (50%)
- By-law Enforcement Officer (replaces contract position)
- Public Works Labourer (part time to full time position)

The additional cost for 2022, based on the estimated start dates, is approximately \$120,000.



2022 Budget

Executive Summary

Budget at a Glance

The 2022 budget represents a public investment of \$2.7 million to provide external services, \$9.3 million to provide infrastructure and daily services to its residents, and \$1.3 million to invest in capital improvements. The increase in costs controlled by the Township is 3.1%, however the increase from our residents will only be 1.6% due to a decrease in costs for external services.

The gross operating expenses of \$12.0 million are reduced by grants, user fees and the use of reserves totalling \$3.3 million. The balance of \$8.7 million is supported by property taxes. This results in an average increase of 1.6% in the tax rate. Historically we have different tax rates for the North and the South, mainly because of assets that are used only by residents of each area. **As a result the residents of the North will see their taxes go up by 1.89% while increase in the South will be 0.45%.**

\$2.7

Million (gross)

Invested in External Services

\$9.3

Million (gross)

Operating Budget

\$1.3

Million (gross)

Capital Budget



2022 Budget

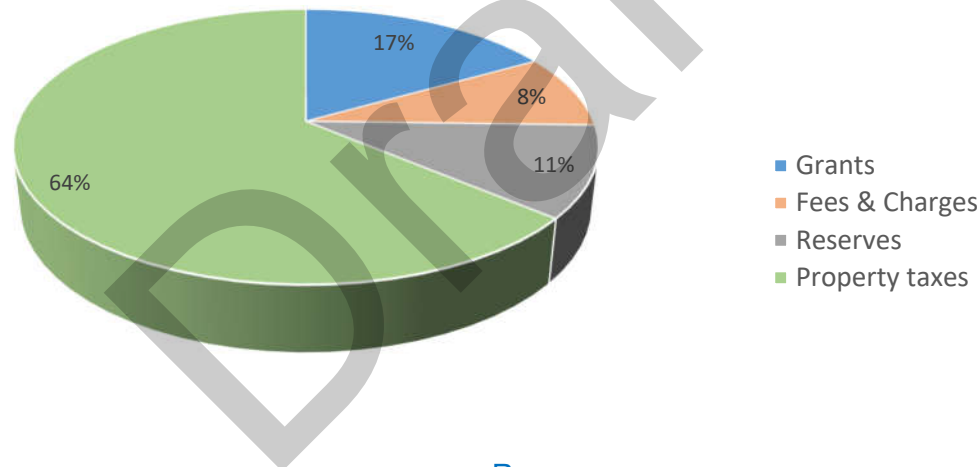
Executive Summary

What Funds the Budget?

Various revenue sources make up the investments used to fund the operating and capital budgets as per the authority provided in The Municipal Act and other pertinent legislation. The main sources of revenue are property taxes, grants, user fees and charges as well as utilization of reserve funds.

Grants

Grant funding can help offset the operating pressures as well as aid in the process of planning for special projects. For further information regarding specific grants please see the appendix section.



Property Taxes

Used to pay for programs and services including: road maintenance, emergency services, administration and corporate services, waste services, and external levies for health and social services.

User Fees & Charges

Paid for by residents when they are utilizing specific services, such as: building & planning fees, recreational rentals, and taxation fees.

Reserves

Reserves and reserve funds are a critical component of a municipality's long-term financial plan and financial health. These funds provide the Township flexibility to manage debt levels and planning for future liabilities.

2022 Budget

Executive Summary

Where do Property Taxes go?

Did you know that only \$0.50 of every dollar stays with the Township to provide all programs and services?

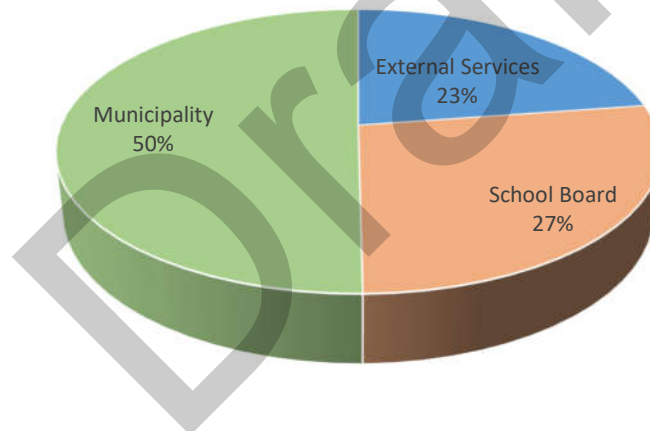
Here is a breakdown of how the average residential property tax bill is allocated:

\$0.23 to fund external services

(DSSAB, OPP, Health Unit, MPAC, Ambulance, Belvedere Heights)

\$0.27 to local school boards

\$0.50 to the Township



2022 Budget

Executive Summary

Where is the Money Spent?

The 2022 budget will fund approximately \$12.0 million in gross expenditures on delivering tax supported programs and services, as well as maintaining infrastructure and education contributions. This is how every tax dollar spent is allocated across the various departments and external service providers:

\$0.11 is used to maintain roads and road infrastructure.

\$0.09 is used for waste services.

\$0.03 is used to provide administrative and corporate services.

\$0.14 is used to fund operating and capital reserves.

\$0.03 is used to maintain recreational facilities, access points and community grants.

\$0.06 is used to provide building, planning and environmental services.

\$0.07 is used to provide protective services.

\$0.01 is used to provide library services.

\$0.03 is used to fund council and elections.

\$0.08 is used to provide health services.

\$0.07 is used to provide social services.

\$0.27 is used to support the local school board

\$0.01 is area rated taxation used to support Archipelago south capital projects

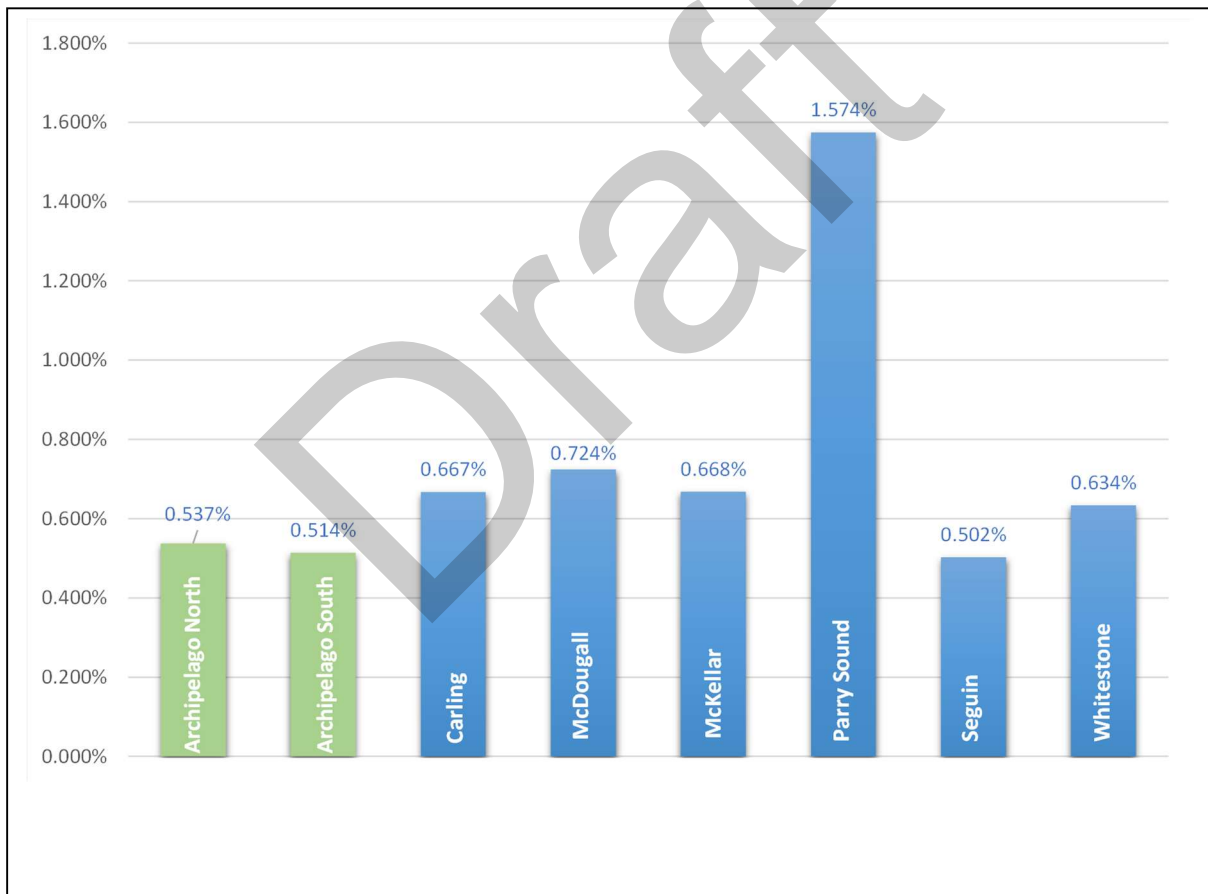
2022 Budget

Executive Summary

Property Tax Comparison

The Township of The Archipelago strives to strike the right balance for its residents: maintaining, and sometimes enhancing, existing services, programs, and infrastructure while managing tax increases.

In a climate of increasing costs and stagnant assessment values, this can be a challenge. The Township's residential property taxes remain below the group average when compared to similar homes in the surrounding area. Please see below for a comparison (rate per \$100 of assessment).



2022 Budget

Operating Budget Summary

Budget Summary

The 2022 Township budget delivers on meeting council goals and priorities while investing in infrastructure and supporting future liabilities through the efficient use of our citizen funds. The following table presents the gross operating expenditures:

2022 Budget

Township Wide (General)	2021 Approved Budget	2022 Proposed Budget	Variance
Planning, Building & Environmental Services	889,060	1,181,370	32.9%
Administrative Services	2,932,097	2,774,132	-5.4%
Health Services	1,056,186	1,044,175	-1.1%
Social Services	909,553	915,568	0.7%
OPP	709,447	673,012	-5.1%
Contributions to Reserves	357,032	347,693	-2.6%
Library	38,290	38,470	0.5%
Donations	54,774	59,774	9.1%
Transportation	35,133	34,303	-2.4%
Waste Services	14,700	14,490	-1.4%
Recreational Services		217,803	-
Total	6,996,272	7,300,791	4.4%

2022 Budget

Operating Budget Summary

Budget Summary

Area Rated

North	2021 Approved Budget	2022 Proposed Budget	Variance
Area Rated			
Recreational Services	316,655	301,569	-4.8%
Protection Services	9,457	9,176	-3.0%
Contributions to Reserves	495,912	479,789	-3.3%
Transportation	518,939	613,850	18.3%
Waste Services	554,022	649,914	17.3%
Total	1,894,985	2,054,298	8.4%

South	2021 Approved Budget	2022 Proposed Budget	Variance
Area Rated			
Recreational Services	208,871	228,332	9.3%
Protection Services	101,798	96,555	-5.2%
Contributions to Reserves	889,577	854,265	-4.0%
Transportation	622,359	714,363	14.8%
Waste Services	730,644	739,453	1.2%
Total	2,553,249	2,732,968	3.1%

Total Operating Budget	\$11,444,507	\$11,988,057	4.7%
Less: Grants, Reserves, User Fees, OPP levy	3,180,783	3,994,898	25.6%
Add: South Capital		100,000	
Net Operating Budget	\$ 8,263,724	\$ 8,093,159	-3.3%

2022 Budget

Capital Budget Summary

Capital Budget Summary

The municipal capital budget is used to ensure that the necessary infrastructure is in place to support citizen requirements and to maintain existing assets in a state of good repair.

The annual capital budget is approximately \$1.3 million for 2022 in support of infrastructure projects. The capital projects consist of infrastructure renewal projects as well as service enhancements. In 2022, the completion of the updated Asset Management Plan will be crucial in forecasting capital needs in the short term as well as long term planning.

General	# of Projects	2022 Proposed Budget	Percentage
Administration/Council	3	107,870	8%
Waste Services	7	451,000	35%
Recreation - Access Points	5	74,800	6%
Transportation	6	464,100	36%
Facilities	4	207,400	16%
Total Capital Investments	25	1,305,170	100%

2022 Budget

Capital Budget Summary

2022 Capital Investment

Service Improvements

A capital improvement or investment that enhances the services provided to residents.

Service Maintenance

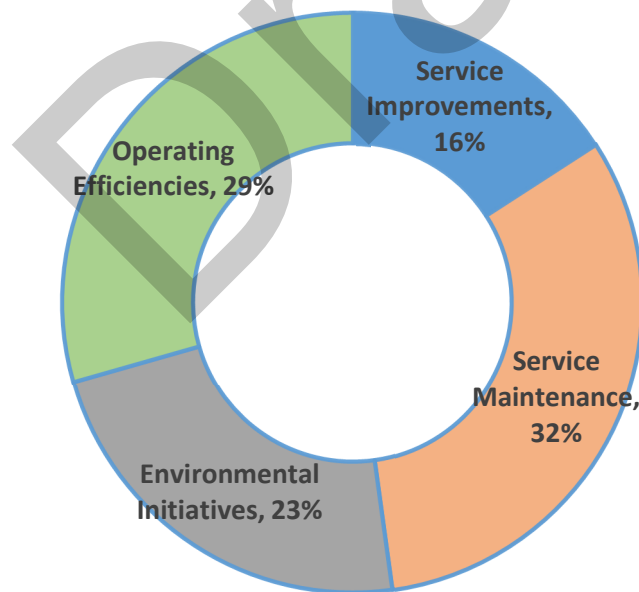
Capital improvements or investments that are considered renewals or replacements of existing assets to maintain services.

Environmental Initiatives

Capital improvements or investments that preserve the health of the environment, reduce waste and contribute to conserving natural resources.

Operating Efficiencies

Capital improvements or investments that reduce resource allocation and deliver services in a cost effective and timely manner.



2022 Budget

Capital Budget Summary

2022 Capital Funding

The chart below illustrates the funding sources for the 2022 Capital Budget. For 2022, 26% of the capital funding is from provincial grants. An additional 66% of the funding is from reserves and 8% from current year area rated taxation.

Capital from Taxation

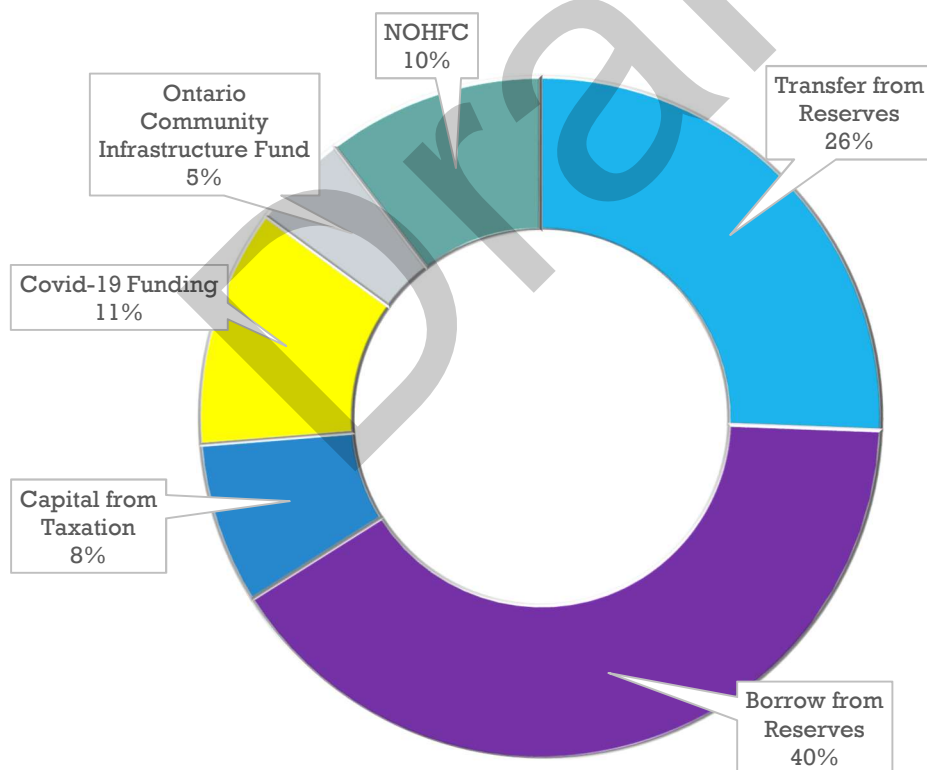
An allocation from the current year budget to fund capital projects.

Transfer from Reserves

Consist of items previously approved and funded in prior budget years.

Borrow from Reserves

Internal borrowing from operating reserves to fund current projects; principal plus interest expensed in the operating budget over the useful life of the asset.



2022 Budget

Operating Budget

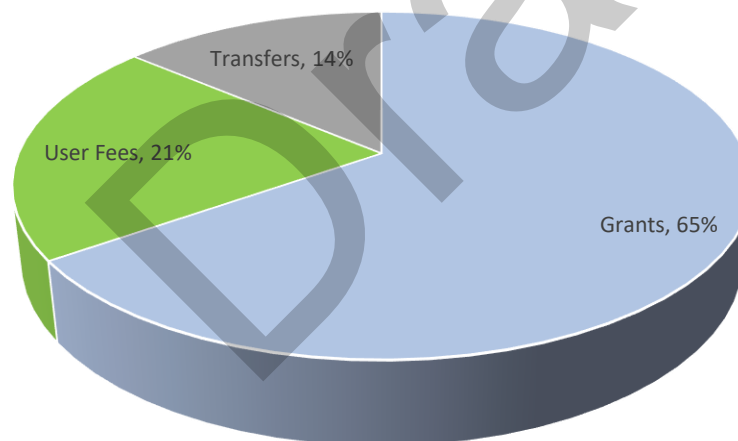
Council & Administration

Administration on its own includes the Chief Administrative Officer (C.A.O.), the Clerk, the Treasurer, all office staff and the Managers of each department. Collectively this group takes care of all the Corporate Administrative

Services, which includes the following key responsibilities:

- To implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions
- To undertake research and provide advice to Council on the policies and programs of the municipality; and
- To carry out other duties required under this or any other Act and other duties assigned by the municipality.

2022 Revenue Breakdown



2022 Budget

Operating Budget

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Council & Administration			
Revenue			
Grants	1,663,800	1,396,400	-16.1%
User Fees	438,500	447,109	2.0%
Transfers	14,500	295,696	1939.3%
Total	2,116,800	2,139,205	1.1%
Expenditures			
Council	367,000	372,652	1.5%
Administration	1,439,588	1,362,576	-5.3%
IT	269,212	387,965	44.1%
Pay Equity	5,000	8,000	60.0%
Municipal Lands	11,274	11,048	-2.0%
Economic Development	10,000	17,500	75.0%
Elections	1,476	29,500	1898.6%
Communications Tower	65,000	65,000	0.0%
Modernization Funds	282,000	-	-100.0%
Emergency Management	22,000	9,500	-56.8%
911	7,000	7,000	0.0%
GIS	137,000	179,847	31.3%
WPSGN	155,000	164,500	6.1%
MPAC	160,547	159,044	-0.9%
Total	2,932,097	2,774,132	-5.4%
Net Operating Budget	815,297	634,927	-22.1%

2022 BUDGET

	COUNCIL								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Grant - IT-Digital Strategy				500				100%	- 500
Grants								-	-
Total Revenues	\$0	\$0		\$500	\$0		\$0	100%	- 500

Expenditures

Salaries & Benefits	263,000	258,226		264,400	265,310		272,551.93	3%	8,152
Training & Development	33,150	13,724		28,000	9,625		28,000	0%	-
Travel	80,600	10,830		55,000	3,537		55,000	0%	-
General Office	7,300	5,822		8,600	5,951		8,600	0%	-
Communication Costs	4,000	3,147		4,000	2,755		4,000	0%	-
Material & Supplies	500	713		1,000	-		1,000	0%	-
Professional Services	1,000	-		1,000	638		1,000	0%	-
Strategic Plan	5,000	-		5,000	-		2,500	50%	- 2,500
Total Expenses	\$ 394,550	\$ 292,462		\$ 367,000	\$ 287,816	\$ -	\$372,652	2%	\$5,652

Draft

2022 BUDGET

	ADMINISTRATION							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget	%	\$	
Revenue								
Grants	1,362,100	1,362,100	1,365,800	1,365,800	1,364,900	0%	-\$900	
Grants	-	-	-	-	-	-	-	\$0
Miscellaneous	345,000	196,777	245,000	229,130	210,000	14%	-\$35,000	
Total Revenues	\$1,737,100	\$1,558,877	\$1,610,800	\$1,594,930	\$1,574,900	2%	-\$35,900	

Expenditures

Salaries & Benefits	977,700	884,014	929,388	899,795	910,608	2%	-\$18,780	
Training & Development	20,000	11,583	20,000	18,835	24,500	23%	\$4,500	
Travel	9,000	1,221	8,000	1,265	8,000	0%	\$0	
General Office	55,000	34,836	66,700	52,735	64,200	4%	-\$2,500	
Communication Costs	40,400	32,143	40,900	31,533	36,600	11%	-\$4,300	
Building Expenses	74,000	79,725	82,550	59,508	77,650	6%	-\$4,900	
Material & Supplies	13,700	12,269	13,800	27,413	14,500	5%	\$700	
Professional Services	92,000	99,255	121,500	65,888	90,000	26%	-\$31,500	
Professional Services-HR Cons.	20,000	-	20,000	4,477	12,000	40%	-\$8,000	
Professional Services-HR Lawyer	5,000	6,718	6,000	3,451	6,000	0%	\$0	
Professional Services-HR Studies	35,000	-	35,000	-	35,000	0%	\$0	
Professional Services-Integrity	5,000	153	2,000	4,767	5,000	150%	\$3,000	
Other Expenses - Rent	6,000	-	31,300	24,410	30,000	4%	-\$1,300	
Finance Costs	67,950	69,614	62,450	63,621	48,518	22%	-\$13,932	
Total Expenses	\$ 1,420,750	\$ 1,231,531	\$ 1,439,588	\$ 1,257,699	\$ 1,362,576	5%	\$ (77,012)	

Draft

2022 BUDGET

Revenue	IT								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Grants							\$ 53,680	-	\$53,680
Transfers/Loans	\$30,000						\$ 60,000	-	\$60,000
Total Revenues	\$30,000	\$0		\$0	\$ -		\$ 113,680	-	\$113,680

Expenditures

Salaries & Benefits	125,000	123,486		128,712	128,712		214,065	66%	\$85,353
Training & Development				-	-		4,000	-	\$4,000
IT Digital Strategy	80,000	54,614		30,000	-		30,000	0%	\$0
Security, Upgrades, Insurance	70,000			49,000	-		49,000	0%	\$0
Consultant IT Maintenance				31,500	38,647		41,222	31%	\$9,722
Software Licensing Fees				30,000	27,030		49,678	66%	\$19,678
Total Expenses	\$ 275,000	\$ 178,100		\$ 269,212	\$ 194,389		\$ 387,965	44%	\$118,753

Draft

2022 BUDGET

	PAY EQUITY								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Miscellaneous								-	-
Trsf from Reserves								-	-
Total Revenues	\$0	\$0	\$0	\$0	\$0		\$0	-	\$0

Expenditures

Professional Services		30,000	27,684		5,000	4,757		8,000	60%	3,000
Transfers									-	-
Total Expenses		\$ 30,000	\$ 27,684		\$ 5,000	\$ 4,757		\$ 8,000	60%	\$ 3,000

Draft

2022 BUDGET

	SALE/PURCHASE OF MUNICIPAL LANDS								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Sale of Municipal Land								-	-
Miscellaneous								-	-
Trsf from Reserves								-	-
Total Revenues	\$0	\$0		\$0	\$0		\$0	-	\$0

Expenditures

Finance Costs	6,906	6,906	6,777	6,777	6,641	2%	-	136
Finance Costs	4,589	4,589	4,497	4,497	4,407	2%	-	90
Total Expenses	\$ 11,495	\$ 11,495	\$ 11,274	\$ 11,274	\$ 11,048	2%	\$	(226)

Draft

2022 BUDGET

	ECONOMIC DEVELOPMENT								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Grants								-	-
Other Municipalities								-	-
Total Revenues		\$0			\$0		\$ -	-	\$ -

Expenditures

Transfers to Others		2,500			2,500	-		-	100%	- 2,500
Transfers to Others		7,500	6,250		7,500	5,500		17,500	133%	10,000
Total Expenses		\$ 10,000	\$ 6,250	\$ -	\$ 10,000	\$ 5,500	\$ -	\$ 17,500	75%	\$ 7,500

Draft

2022 BUDGET

	ELECTIONS								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Trsf from Reserves							22,125	-	\$22,125
Total Revenues	\$0	\$0	\$0	\$0	\$0		\$22,125	-	

Expenditures

Education/Training				-	814		-	-	\$0
Professional Services				-	-		2,500	-	\$2,500
Misc. Consultants	2,000	1,476		1,476	2,076		27,000	1729%	\$25,524
Total Expenditures	\$2,000	\$1,476		\$1,476	\$2,890		\$29,500	1899%	\$28,024

Draft

2022 BUDGET

	COMMUNICATIONS TOWER								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Transfer from reserves							\$41,268	-	41,268
Total Revenues	\$0	\$0		\$0	\$0		\$41,268	-	\$41,268

Expenditures

Salaries & Benefits		173		-	552		-	-	-
Material & Supplies		423		-	537		-	-	-
Communications	30,000	-		30,000	-		30,000	0%	-
Professional Services		22,188		10,000	13,111		10,000	0%	-
Misc. Consultants				25,000	9,201		25,000	0%	-
Other Equipment		1,067			1,641		-	-	-
Other Equipment Rental		1,323						-	-
Transfer to Reserves								-	-
Total Expenditures	\$30,000	\$25,173		\$65,000	\$25,042		\$65,000	0%	\$0

Draft

2022 BUDGET

Revenue	MODERNIZATION FUNDS									
	2020			2020			2022	Variance	Variance	
	Budget	Actuals		Budget	Actuals		Budget	%	\$	
Grant								-	-	-
Trsf from Reserves				282,000				100%	-	282,000
Total Revenues	\$0	\$0		\$282,000	\$0		\$0	100%	-	\$-282,000

Expenditures

Asset Management								-	-	-
Material & Supplies				17,000	-		-	100%	-	17,000
Communications	10,000	-		10,000	-		-	100%	-	10,000
Building Expenses					15,400		-	-	-	-
Towers				255,000	79,373		-	100%	-	255,000
Total Expenditures	\$10,000	\$0		\$282,000	\$94,772		\$0	100%	-	\$-282,000

Draft

2022 BUDGET

EMERGENCY MANAGEMENT									
Revenue	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Grants								-	\$0
Transfers/Loans								-	\$0
Total Revenues	\$0	\$0		\$0	\$0		\$0	-	\$0

Expenditures

Salaries & Benefits	18,100	425	10,000	\$ 10,000	2,500	75%	-\$7,500
Training & Development	2,000	119	2,000	-	2,000	0%	-
Material & Supplies	10,000		10,000	6,649	5,000	50%	- 5,000
Total Expenses	\$ 30,100	\$ 544	\$ 22,000	\$ 16,649	\$ 9,500	57%	\$ (12,500)

Draft

2022 BUDGET

	911								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Miscellaneous								-	\$0
Transfers/Loans								-	\$0
Total Revenues				\$ -	\$ -		\$0	-	\$0

Expenditures

Salaries & Benefits		2,000	880		2,000	386		2,000	0%	\$0
Communication Costs		4,000	3,766		4,000	3,865		4,000	0%	\$0
Material & Supplies		1,000	616		1,000	2,991		1,000	0%	\$0
Total Expenses		\$ 7,000	\$ 5,262		\$ 7,000	\$ 7,242		\$ 7,000	0%	\$ -

Draft

2022 BUDGET

	GIS							
	2020			2021			2022	Variance
	Budget	Actuals		Budget	Actuals		Budget	%
Revenue								
Grants	\$39,985	\$16,369		\$16,000			\$ 31,500	97%
Miscellaneous	\$45,985			\$53,000	\$53,840		\$ 87,109	64%
Total Revenues	\$85,970	\$16,369		\$69,000	\$ 53,840		\$ 118,609	72%

Expenditures

Salaries & Benefits	108,340	71,073		104,000	97,816		140,347	35%	\$36,347
Training & Development	2,500	896		2,500	-		3,000	20%	\$500
Travel	1,000	-		1,000	200		1,000	0%	\$0
General Office	2,000	-		2,000	200		2,000	0%	\$0
Computer & Data Costs	12,000	11,231		12,000	8,254		18,000	50%	\$6,000
Material & Supplies	1,000	-		1,000	-		1,000	0%	\$0
Professional Services	14,500	-		14,500	14,500		14,500	0%	\$0
Total Expenses	\$ 141,340	\$ 83,201		\$ 137,000	\$ 120,970		\$ 179,847	31%	\$42,847

Draft

2022 BUDGET

	WPSGN								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Grants/Other revenue	136,050	153,330		140,500	137,848		\$ 150,000	7%	\$9,500
Transfers/Loans	14,500	14,500		14,500	14,500		\$ 14,500	0%	\$0
Total Revenues	\$150,550	\$167,830		\$155,000	\$152,348		\$ 164,500	6%	\$9,500

Expenditures

Salaries & Benefits	97,400	99,774		100,000	104,675		106,205	6%	\$6,205
Training & Development	3,500	8,721		3,500	-		3,500	0%	\$0
Travel	500			500	-		500	0%	\$0
General Office				-	2,044		-	-	\$0
Communication Costs	1,000	645		1,000	97		1,500	50%	\$500
Computer Costs/Subscriptions	47,650	37,857		49,500	50,309		51,500	4%	\$2,000
Material & Supplies	500	-		500	412		500	0%	\$0
Transfers-General							795	-	\$795
Total Expenses	\$ 150,550	\$ 146,998		\$ 155,000	\$ 157,537		\$ 164,500	6%	\$9,500

Draft

2022 Budget

Operating Budget

Planning, Building & Environmental Services

Building Department

Is responsible for enforcing the Ontario Building Code and issuing permits for the construction, renovation, demolition and certain changes of use of buildings, and for the installation, alteration, extension or repair of on-site sewage systems.

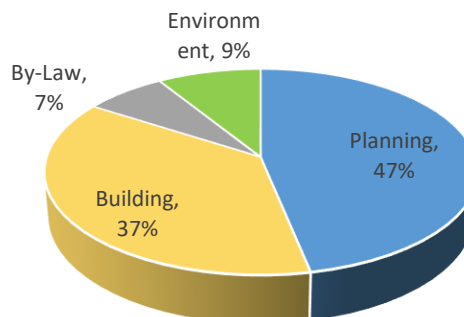
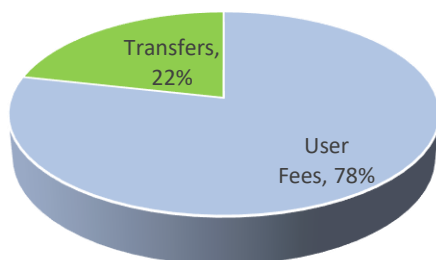
Planning Department

Is responsible for the review, development and implementation of land use policies and by-laws including the Township's Official Plan. We accept, review and process development related applications such as Official Plan amendments, Zoning By-law amendments, and plans of subdivision/condominium, consents, minor variances, site plan agreements and deeming by-laws.

Environmental Services

The Township of The Archipelago (TOA) has partnered with the Georgian Bay Mniidoo Gamii Biosphere (GBB) to deliver community programming to ratepayers.

The goal of the partnership between GBB and the TOA is to provide for high quality and accessible, environmental information sharing and programming. This specifically means working to increase environmental literacy and awareness among ratepayers within the TOA and increasing the capacity to address/respond to environmental issues, challenges, and opportunities. Furthermore, this programming helps to meet the mandate of a UNESCO (United Nations Education Scientific and Cultural Organization) designated world Biosphere and more specifically, the strategic objectives of GBB.



2022 Budget

Operating Budget

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Planning, Building & Environment			
Revenue			
User Fees	202,000	253,250	25.4%
Transfers	31,000	69,500	124.2%
Total	233,000	322,750	38.5%
Expenditures			
Planning	367,500	552,756	50.4%
Building	357,540	440,767	23.3%
By-Law	52,500	82,847	57.8%
Environmental Services	111,520	105,000	-5.8%
Total	889,060	1,181,370	32.9%
Net Operating Budget	656,060	858,620	30.9%

2022 BUDGET

	PLANNING							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget		%	\$
Revenues								
Planning Fees/Planning Board Rec.	45,000	63,025	50,000	68,467	47,000		6%	-\$3,000
Transfers/Loans	30,000	-	30,000	-	68,000		127%	\$38,000
Total Revenues	\$ 75,000	\$ 63,025	\$ 80,000	\$ 68,467	\$ 115,000		44%	\$ 35,000

Expenditures

Salaries & Benefits	260,000	272,677	265,000	266,801	334,756		26%	\$69,756
Training & Development	5,000	2,294	5,000	1,494	5,000		0%	\$0
Travel	3,000	316	1,500	299	1,500		0%	\$0
General Office	2,000	-	1,500	46	1,500		0%	\$0
Communication Costs	3,000	1,837	4,000	2,929	4,000		0%	\$0
Vehicle/Vessel Expenses	500	-	500	-	500		0%	\$0
Material & Supplies	500	-	500	205	500		0%	\$0
Professional Services	34,000	14,614	35,000	13,110	20,000		43%	-\$15,000
Land Supply Study			-	21,356	5,000		-	\$5,000
Site Alteration Bylaw				5,409	20,000		-	\$20,000
Zoning By-law Update	30,000	4,366	30,000	18,422	18,000		40%	-\$12,000
Refunds/Recoverable Costs	-	-	-	8,500	-		-	\$0
Transfer to Reserves	-	-	-	-	-		-	\$0
Transfers-to Planning Board	24,500	24,500	24,500	24,500	24,500		0%	\$0
Subtotal of Expenses	\$ 362,500	\$ 320,604	\$ 367,500	\$ 363,070	\$ 435,256		18%	\$ 67,756

OLT Costs	-	-	-	55,653	117,500		-	\$117,500
Total Expenses	\$ 362,500	\$ 320,604	\$ 367,500	\$ 418,724	\$ 552,756		50%	\$ 185,256

2022 BUDGET

	BUILDING							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget		%	\$
Revenue								
Fees Collected	120,000	173,086	150,000	344,126	201,250		34%	\$51,250
Total Revenues	120,000	173,086	150,000	344,126	\$201,250		34%	\$51,250

Expenditures

Salaries & Benefits	306,000	311,999	309,060	318,447	389,666		26%	\$80,606
Training & Development	7,800	1,374	7,878	2,942	9,378		19%	\$1,500
Travel	3,000	53	3,030	-	3,030		0%	\$0
General Office	1,000	-	1,010	531	1,010		0%	\$0
Communication Costs	2,100	809	2,121	565	2,121		0%	\$0
Computer Costs	3,100	2,798	3,131	1,510	3,131		0%	\$0
Vehicle Expenses	8,200	4,102	8,282	4,165	9,215		11%	\$933
Boat Expenses	20,800	12,018	21,008	13,635	21,196		1%	\$188
Material & Supplies	1,000	91	1,010	466	1,010		0%	\$0
Professional Services	1,000	340	1,010	684	1,010		0%	\$0
Total Expenses	\$354,000	\$333,584	\$357,540	\$342,944	\$440,767		23%	\$83,227

Draft

2022 BUDGET

	BY-LAW ENFORCEMENT								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Miscellaneous	500	-		500	-		500	0%	\$0
Transfers/Loans	1,000	1,000		1,000	1,000		1,000	0%	\$0
Total Revenues	\$ 1,500	\$ 1,000		\$ 1,500	\$ 1,000		\$1,500	0%	\$0

Expenditures

Salaries & Benefits	15,000	10,000		15,000	15,103		43,147	188%	\$28,147
Public Education/Training	1,500	-		1,500	-		6,000	300%	\$4,500
Travel	1,000	-		1,000	-		2,000	100%	\$1,000
Communications	1,500	-		1,500	-		1,500	0%	\$0
Material & Supplies	2,000	286		2,000	743		3,500	75%	\$1,500
Professional Services	31,500	28,800		31,500	29,379		26,700	15%	-\$4,800
Total Expenses	\$52,500	\$39,086		\$52,500	\$45,224		\$82,847	58%	\$30,347

Draft

2022 BUDGET

	POA & COURT SECURITY FINES								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
POA & Court Security Fines	10,000	2,929		500	8,959		\$5,000	900%	\$4,500
Total Revenue	\$ 10,000	\$ 2,929		\$ 500	\$ 8,959		\$ 5,000	900%	\$ 4,500

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2022 BUDGET

	ENVIRONMENTAL PROGRAM								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Transfer from Reserves	-	-		-	-		-	100%	\$0
Transfer from Reserves	\$ -			\$ -			\$0	100%	

Expenditures

Material & Supplies - seabins				6,520	7,171		-	100%	-\$6,520
Prof. Services-GBBR	92,500	88,964		95,000	90,536		95,000	0%	\$0
Prof. Services-GBF	10,000	10,000		10,000	10,000		10,000	0%	\$0
Total Expenses	\$ 102,500	\$ 98,964		\$ 111,520	\$ 107,707		\$105,000	6%	-\$6,520

Draft

2022 Budget

Operating Budget

Health Services

Includes annual levies paid for ambulance services, Health Unit, Belvedere Heights Home for the aged and the Pointe au Baril nursing station.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Health Services			
Revenue			
User Fees	35,572	42,870	20.5%
Transfers			-
Total	35,572	42,870	20.5%
Expenditures			
Ambulance	652,136	689,920	5.8%
Health Unit	25,539	26,377	3.3%
Belvedere Heights	297,309	252,076	-15.2%
Nursing Station	81,202	75,802	-6.7%
Total	1,056,186	1,044,175	-1.1%
Net Operating Budget	1,020,614	1,001,305	-1.9%

AMBULANCE									
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Transfers-General	624,831	692,743		652,136	652,136		689,920	6%	\$37,784
Transfers to Reserves								-	\$0
Total Expenses	\$ 624,831	\$ 692,743		\$ 652,136	\$ 652,136		\$ 689,920	6%	\$37,784

HEALTH UNIT									
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Transfers-General	27,775	25,539		25,539	27,667		26,377	3%	\$838
Total Expenses	\$ 27,775	\$ 25,539		\$ 25,539	\$ 27,667		\$ 26,377	3%	\$838

A	D	E	G							
	BELVEDERE HEIGHTS									
	2020			2021			2022	Variance	Variance	
	Budget	Actuals		Budget	Actuals		Budget	%	\$	
Refund		-			152,466			-	\$0	
Total Revenues					\$ 152,466			-	\$0	
Transfers-Levy		333,292	333,292		297,309	297,310		252,076	15%	-\$45,233
Total Expenses		\$ 333,292	\$ 333,292		\$ 297,309	\$ 297,310		\$ 252,076	15%	-\$45,233

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2022 BUDGET

PAB NURSING STATION									
	2020				2021			2022	Variance
	Budget	Actuals			Budget	Actuals		Budget	%
Revenues									
WPSHC	6,000	3,223			3,516	19,944		7,568	115%
EMS	35,572	17,786			35,572	35,572		35,302	1%
Total Revenues	\$ 41,572	\$ 21,009			\$ 39,088	\$ 55,516		\$ 42,870	10%

Expenditures

Salaries & Benefits	1,000	59			100	-		-	100%
Building Expenses	5,000	7,001			10,000	5,551		7,900	21%
Material & Supplies	1,000	132			500	31		300	40%
Professional Services					5,000	-		2,000	60%
Other Expenses	1,300	1,422			1,500	733		1,500	0%
Finance Costs	62,722	62,722			62,722	62,722		62,722	0%
Finance Costs	1,400	-			1,380	1,380		1,380	0%
Total Expenses	\$ 72,422	\$ 71,337			\$ 81,202	\$ 70,416		\$ 75,802	7%

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2022 Budget

Operating Budget

Social Services

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Social Services			
Revenue			
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
District of Social Services	909,553	915,568	0.7%
Total	909,553	915,568	0.7%
Net Operating Budget	909,553	915,568	0.7%

2022 Budget

Operating Budget

Ontario Provincial Police

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
OPP			
Revenue			
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
OPP Levy	709,447	673,012	-5.1%
Total	709,447	673,012	-5.1%
Net Operating Budget	709,447	673,012	-5.1%

2022 Budget

Operating Budget

Contributions to Reserves

The Township is in the process of completing a review of reserves, in part to support the requirements for Asset Management planning. This includes a thorough review of reserve contributions, targets, funding sources, and intended use to ensure sufficient funds are available for short and long-term capital obligations.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Contributions to Reserves			
Revenue			
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Capital reserves	322,032	331,693	3.0%
General Reserves	35,000	16,000	-54.3%
Total	357,032	347,693	-2.6%
	-	-	
Net Operating Budget	357,032	347,693	-2.6%

2022 Budget

Operating Budget

Library

Provides a service to the residents of the Archipelago and a wide access to materials and equipment, as well as to promote learning opportunities.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Library			
Revenue			
Grants	15,072	15,072	0.0%
User Fees			-
Transfers			-
Total	15,072	15,072	0.0%
Expenditures			
Parry Sound Public Library	31,820	32,820	3.1%
ToA Library	6,470	5,650	-12.7%
Total	38,290	38,470	0.5%
Net Operating Budget	23,218	23,398	0.8%

2022 BUDGET

	LIBRARY							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget		%	\$
Revenues								
Grants	15,072	15,072	15,072	15,072	15,072		0%	-
Total Revenues	\$15,072	\$15,072	\$15,072	\$15,072	\$15,072		0%	\$ -

Expenditures

Travel	1,500	883	1,500	962	1,000		33%	-\$ 500
Transfers to PS Library	31,196	31,196	31,820	31,820	31,820		0%	-
Total Expenses	\$ 32,696	\$ 32,079	\$ 33,320	\$ 32,782	\$ 32,820	-		-\$ 500

2022 BUDGET

	PAB LIBRARY/MACTIER							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget		%	\$
Revenues								
Grants			-	-	-		-	-
Miscellaneous			-	-	-		-	-
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$0

Expenditures

Internet Costs	800	-	200	105	150		25%	-\$ 50
Computer Costs	1,200	132	800	-	1,000		25%	\$ 200
Material & Supplies	500	-	500	69	1,000		100%	\$ 500
Other Expenses	3,380	2,789	3,420	3,434	3,500		2%	\$ 80
Transfers	50	-	50	-	-		100%	-\$ 50
Total Expenses	\$ 5,930	\$ 2,921	\$ 4,970	\$ 3,608	\$ 5,650		14%	\$680

2022 Budget

Operating Budget

Donations

Funds for Community Grants are to support a number of groups and initiatives related to community development.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Donations			
Revenue			
Grants			-
Transfers			-
Total	-	-	-
Expenditures			
General Donations	54,774	59,774	9.1%
Total	54,774	59,774	9.1%
Net Operating Budget	54,774	59,774	9.1%

2022 BUDGET

Recreation- General Expenditures	DONATIONS							
	2020		2021		2022		Variance	Variance
	Budget	Actuals	Budget	Actuals	Budget		%	\$
Festival of The Sound	1,500	1,500	1,500	1,500	1,500		0%	\$0
Museum	27,612	27,612	27,612	27,612	32,612		18%	\$5,000
P.S. Area Chamber of Commerce	1,950	1,950	1,950	1,950	1,950		0%	\$0
Community Business & Dev.	2,000	2,000	2,000	2,000	2,000		0%	\$0
Heart & Soul Campaign-Sudbury	512	512	512	512	512		0%	\$0
Canadore College Bursary	1,000	1,000	1,000	1,000	1,000		0%	\$0
WPSHC	11,000	11,000	11,000	11,000	11,000		0%	\$0
National Seniors Day at PABCC	1,500	-	500	-	500		0%	\$0
Northern Ontario School of Medicine	1,500	1,500	1,500	1,500	1,500		0%	\$0
WPS Smart Community Network	2,000	2,000	2,000	2,000	2,000		0%	\$0
Great Lakes Waterfront Cycling Route	500	500	500	500	500		0%	\$0
Sail Parry Sound Inc.	1,250	1,250	1,250	1,250	1,250		0%	\$0
Kawartha Turtle	500	500	500	500	500		0%	\$0
Other	1,000	-	1,000	-	1,000		0%	\$0
Parry Sound Rotary Club	1,750	1,750	1,750	1,750	1,750		0%	\$0
PS Festival of Authors	200	200	200	-	200		0%	\$0
Total-General	\$ 55,774	\$ 53,274	\$ 54,774	\$ 53,074	\$ 59,774		9%	\$ 5,000

Draft

2022 Budget

Operating Budget

Transportation

Maintains the safety and good repair of the local road network; provides training to ensure safe and professional drivers, and oversees the safety and repair of Township vehicles and equipment.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Transportation			
Revenue			
Grants			-
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Finance Costs	35,133	34,303	-2.4%
Total	35,133	34,303	-2.4%
Net Operating Budget	35,133	34,303	-2.4%

2022 BUDGET

	ROADS BUDGET - GENERAL									
	2020				2021				2022	Variance
		Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue										
Grant			3,862						-	\$0
Miscellaneous			3,460						-	\$0
Transfers/Loans									-	\$0
Total Revenues		\$0	\$7,322		\$0	\$0		\$0	-	\$0

Expenditures

to be transferred to other accounts						-			-	\$0
Professional fees			3,761		4,000	3,761		4,000	0%	\$0
Finance Costs		25,725	25,725		31,133	31,133		30,303	3%	-\$830
Total Expenses		\$25,725	\$29,486		\$35,133	\$34,894		\$34,303	2%	-\$830

Draft

2022 Budget

Operating Budget

Waste Services

Provides waste services to Archipelago properties. Including; blue box recycling program, yard waste, residual waste as well as large item waste, and wayward dock disposal.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Waste			
Revenue			
Grants			-
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Finance Costs	14,700	14,490	-1.4%
Total	14,700	14,490	-1.4%
Net Operating Budget	14,700	14,490	-1.4%

2022 BUDGET

SOLID WASTE BUDGET - GENERAL									
	2020			2021			2022	Variance	Variance
Revenue	Budget	Actuals		Budget	Actuals		Budget	%	\$
Grants								-	-
Total Revenue	\$ -	\$ -		\$ -	\$ -		\$ -	-	\$ -

Expenditures

Transfers-General	14,500	14,446		14,700	14,590		14,490	1%	- 210
Total Expenses	\$ 14,500	\$ 14,446		\$ 14,700	\$ 14,590		\$ 14,490	1%	-\$ 210

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2022 Budget

Operating Budget

Recreational Services

The Township is committed to a 12.8% share to fund the West Parry Sound Recreation & Cultural Centre.

General	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Recreational Services			
Revenue			
Grants			-
User Fees			-
Transfers		217,803	-
Total	-	217,803	-
Expenditures			
Rec & Culture Centre	-	217,803	-
Total	-	217,803	-
Net Operating Budget	-	-	-

2022 BUDGET

	LEISURE CENTRE								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Grants	-	-		-	-			-	\$0
Trsf from Reserves	-	-		-	-		217,803	-	\$217,803
Total Revenues				\$ -	\$ -		\$ 217,803	-	\$ 217,803

Expenditures

Professional Services	-	-		-	25,600		217,803	-	\$ 217,803
Total Expenses				\$ -	\$ 25,600		\$ 217,803	-	\$ 217,803

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2022 Budget

Operating Budget

Recreational Services

North

Provides a variety of park and recreational services that enhance the quality of life and leisure time for the community.

North	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Recreational Services			
Revenue			
Grants			-
User Fees	29,500	6,000	-79.7%
Transfers			-
Total	29,500	6,000	-79.7%
Expenditures			
Cemetery	12,800	9,300	-27.3%
PABCC	143,889	141,717	-1.5%
PAB Chamber	12,500	6,500	-48.0%
PAB Dock	100,480	104,122	3.6%
Lighthouse	5,202	4,030	-22.5%
Dredging	5,284	-	-100.0%
Access Points	2,500	1,300	-48.0%
Donations	34,000	34,600	1.8%
Total	316,655	301,569	-4.8%
Net Operating Budget	287,155	295,569	2.9%

2022 BUDGET

POINTE AU BARIL CEMETERY									
	2020				2021			2022	Variance
Revenues	Budget	Actuals			Budget	Actuals		Budget	%
Miscellaneous					\$400	\$8,604			-
Transfers/Loans									\$0
Total Revenues	\$ -	\$ -			\$ 400	\$ 8,604		\$ -	-\$ 400

Expenditures

Salaries & Benefits	4,000	3,052		3,000	1,131		1,000	67%	-\$2,000
Training & Development	500	-		-				-	\$0
General Office	300	172		300	458		300	0%	\$0
Building Expenses	5,000	5,202		-				-	\$0
Material & Supplies	2,000	1,386		2,000	344		500	75%	-\$1,500
Transfers to Reserves	7,500	7,500		7,500	7,500		7,500	0%	\$0
Total Expenses	\$ 19,300	\$ 17,313		\$ 12,800	\$ 9,433		\$ 9,300	27%	-\$3,500

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2022 BUDGET

PAB COMMUNITY CENTRE									
	2020			2021			2022	Variance	Variance
Revenues	Budget	Actuals		Budget	Actuals		Budget	%	\$
Miscellaneous	1,500	89			283			-	\$0
Transfers/Loans	30,000			27,000				100%	-\$27,000
Total Revenues	\$ 31,500	\$ 89		\$ 27,000	\$ 283		\$ -	100%	-\$27,000

Expenditures

Salaries & Benefits	63,000	70,319		65,000	59,320		68,193	5%	\$3,193
Salaries & Benefits-Covid		1,677		-	-		-	-	\$0
Training & Development	1,200	1,361		1,000	946		1,300	30%	\$300
Travel	500	459		500	-		250	50%	-\$250
General Office	3,000	-		-	-		-	-	\$0
Communication Costs	1,400	1,417		1,500	1,040		1,000	33%	-\$500
Computer Costs	600	671		750	732		750	0%	\$0
Building Expenses	45,000	42,922		40,000	40,035		37,700	6%	-\$2,300
Equipment Maintenance	1,000	5		500	2,617		2,000	300%	\$1,500
Material & Supplies	4,000	6,492		7,000	3,313		4,000	43%	-\$3,000
Professional Services	3,000	414		2,000	418		2,000	0%	\$0
Other Expenses	3,000	3,868		3,000	3,065		2,500	17%	-\$500
Other Expenses-Covid				500	-		-	100%	-\$500
Finance Costs	22,562	22,562		22,139	22,139		22,024	1%	-\$115
Total Expenses	\$ 148,262	\$ 152,167		\$ 143,889	\$ 133,624		\$ 141,717	2%	-\$ 2,172

Draft

2022 BUDGET

	PAB CHAMBER								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Misc-Chamber of Commerce	1,805	1,032						-	\$0
Total Revenues	\$ 3,825	\$ 1,032		\$ -	\$ -		\$ -	-	\$0

Expenditures

Salaries & Benefits		583		5,000	526		2,000	60%	-\$3,000
Building Expenses		721		2,500	1,595		2,000	20%	-\$500
Material & Supplies		55		5,000	14		2,500	50%	-\$2,500
Total Expenses	\$ -	\$ 1,359		\$ 12,500	\$ 2,135		\$ 6,500	48%	-\$ 6,000

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2022 BUDGET

	PAB WHARF								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Miscellaneous	2,100	2,458		2,500	6,299		6,000	140%	\$3,500
Total Revenues	\$ 2,100	\$ 2,458		\$ 2,500	\$ 6,299		\$ 6,000	140%	\$ 3,500

Expenditures

Salaries & Benefits	28,000	26,100		27,000	34,845		30,000	11%	\$3,000
Salaries & Benefits-Covid		3,698		-				-	\$0
Training & Development	200	-		-	10		2,000	-	\$2,000
General Office	300	-		-				-	\$0
Communication Costs	250	451		400	-		-	100%	-\$400
Building Expenses	8,000	12,260		8,000	8,992		11,425	43%	\$3,425
Equipment Maintenance	1,000	-		1,000	76		100	90%	-\$900
Material & Supplies	6,000	2,617		5,000	2,107		2,260	55%	-\$2,740
Other Expenses	1,500	4,201		5,000	351		500	90%	-\$4,500
Other Expenses-Covid		3,921		1,000	2,125		1,300	30%	\$300
Finance Costs	53,407	53,407		53,080	53,080		51,358	3%	-\$1,722
Finance Costs - Dredging	5,372	5,372		5,284	5,284		5,179	2%	-\$105
Total Expenses	\$ 104,029	\$ 112,027		\$ 105,764	\$ 106,869		\$ 104,122	2%	-\$ 1,642

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2022 BUDGET

	PAB LIGHTHOUSE								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Revenue									
Miscellaneous	300	-			-			-	\$0
Other	300	-			-			-	\$0
Transfers/Loans								-	\$0
Total Revenues	\$ 600	\$ -		\$ -	\$ -		\$ -	-	\$0

Expenditures

Salaries & Benefits	15,000	965		-	694		-	-	\$0
Training & Development								-	\$0
Travel	1,000			1,200	-		750	38%	-\$450
Communication Costs	500			-				-	\$0
Building Expenses	3,500	691		2,000	962		1,600	20%	-\$400
Vehicle/Vessel Expenses								-	\$0
Material & Supplies	400	32		500	26		200	60%	-\$300
Engineering/Environmental	5,000	-			-		-	-	\$0
Finance Costs	1,525	1,525		1,502	1,502		1,480	1%	-\$22
Total Expenses	\$ 26,925	\$ 3,214		\$ 5,202	\$ 3,184		\$ 4,030	23%	-\$1,172

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2022 BUDGET

	ACCESS POINTS - NORTH								
	2020			2021			2022	Variance	Variance
Revenues	Budget	Actuals		Budget	Actuals		Budget	%	\$
Miscellaneous					-			-	\$0
Other					-			-	\$0
Total Revenues	\$ -	\$ -		\$ -	\$ -		\$ -	-	\$0

Expenditures

Salaries & Benefits	1,500	-		-	-		-	-	\$0
Material - Bayfield	1,500	2,063		2,500	2,698		1,300	48%	-\$1,200
Finance Costs							-	-	\$0
Total Expenses	\$ 3,000	\$ 2,063		\$ 2,500	\$ 2,698		\$ 1,300	48%	-\$ 1,200

Draft

2022 BUDGET

	DONATIONS								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Recreation-North									
PAB Community Christmas Party Event	2,000	-		2,000	-		2,000	0%	\$0
Community Organization (grants)	29,000	31,318		32,000	31,252		32,500	2%	500
Remembrance Day Service	1,000	-		100	-		100	0%	0
Total-North	\$ 32,000	\$ 31,318		\$ 34,100	\$ 31,252		\$ 34,600	1%	\$ 500

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2022 Budget

Operating Budget

Protection Services

North

Consists of the agreement with Ministry of Natural Resources for Crown Land fire protection.

North	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Protection Services			
Revenue			
Grants			-
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Fire North	9,457	9,176	-3.0%
Total	9,457	9,176	-3.0%
Net Operating Budget	9,457	9,176	-3.0%

2022 BUDGET

FIRE PROTECTION - NORTH									
	2020			2021			2022	Variance	Variance
Revenue	Budget	Actuals		Budget	Actuals		Budget	%	\$
Transfers/Loans								-	\$0
Total Revenue	\$ -	\$ -		\$ -	\$ -		\$ -	-	\$0

Expenditures

Salaries & Benefits	3,000	3,000		3,000	3,000		3,000	0%	\$0
Agreements - MNR	3,233	3,233		3,257	3,256		3,376	4%	\$119
Communication Costs	100			100	-		100	0%	\$0
Material & Supplies	300	325		300	756		300	0%	\$0
Professional Services	2,350			1,200	-		800	33%	-\$400
Transfers-General	1,100	500		1,100	1,100		1,100	0%	\$0
Transfer to By-law Enforcement				500	500		500	0%	\$0
Total Expenses	\$11,083	\$7,058		\$9,457	\$8,612		\$9,176	3%	-\$281

Draft

2022 Budget

Operating Budget

Waste Services North

North	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Waste Services			
Revenue			
Grants	60,000	138,689	131.1%
User Fees		30,000	-
Transfers			-
Total	60,000	168,689	181.1%
Expenditures			
Waste North	554,022	649,914	17.3%
Total	554,022	649,914	17.3%
	-	-	
Net Operating Budget	494,022	481,224	-2.6%

2022 BUDGET

Revenue	SOLID WASTE BUDGET - NORTH								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Grants	50,000	43,409		32,000	28,682		138,689	333%	106,689
Miscellaneous	18,000	25,309		20,000	25,741		30,000	50%	10,000
Total Revenues	\$ 68,000	\$ 68,718		\$ 52,000	\$ 54,423		\$ 168,689	224%	\$ 116,689

Expenditures

Salaries & Benefits	307,500	346,395		325,000	316,349		360,870	11%	35,870
Training & Development	2,500	496		500	1,220		1,000	100%	500
Travel	1,000	37		500	57		500	0%	-
General Office	2,000	1,500		1,750	1,899		2,000	14%	250
Communication Costs	7,000	7,148		6,500	6,305		7,135	10%	635
Computer Costs	1,000	-			11,332		12,625	-	12,625
Building Expenses	12,000	11,874		12,000	8,203		9,100	24%	- 2,900
Vehicle/Vessel Expenses	51,000	29,384		25,000	27,759		29,500	18%	4,500
Material & Supplies	5,000	16,875		18,000	8,017		12,700	29%	- 5,300
Professional Services	15,000	7,274		8,000	12,648		11,000	38%	3,000
Bin Repairs	3,000	-		2,000	2,070		2,000	0%	-
Contracted Services	15,000	22,682		24,000	15,976		20,000	17%	- 4,000
Recycling/HHW	22,000	22,710		30,000	9,821		16,000	47%	- 14,000
Tipping	12,000	13,989		15,000	13,665		13,400	11%	- 1,600
Other Services (Rentals, etc.)	14,000	20,997		15,000	37,920		29,250	95%	14,250
Grinding/Grading				5,000	51,084		40,000	700%	35,000
Finance Costs	52,470	52,470		60,772	60,772		81,133	34%	20,361
Waste Audit	20,000	984		5,000	1,771		1,700	66%	- 3,300
Total Expenses	\$ 542,470	\$ 554,814		\$ 554,022	\$ 586,869		\$ 649,914	17%	\$ 95,892

2022 Budget

Operating Budget

Transportation North

North	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Transportation			
Revenue			
Grants			-
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Transportation North	518,939	613,850	18.3%
Total	518,939	613,850	18.3%
Net Operating Budget	518,939	613,850	18.3%

2022 BUDGET

	ROADS BUDGET - NORTH							
	2020		2021		2022		Variance	Variance
Revenue	Budget	Actuals	Budget	Actuals	Budget		%	\$
Miscellaneous	-	2,802	-	331	-		-	\$0
Total Revenues	\$0	\$2,802	\$0	\$331	\$0		0%	\$0

Maintenance Expenditure

Bridges and Culverts	8,000	12,061	4,000	1,664	2,544	36%	-\$1,456
Roadside Maintenance	20,000	23,116	17,000	47,924	27,643	63%	\$10,643
Phragmites Control			5,000	1,526	2,000	60%	-\$3,000
Hardtop Maintenance	20,000	29,989	18,000	24,001	24,692	37%	\$6,692
Loosetop Maintenance	3,000	32,707	8,000	8,982	6,429	20%	-\$1,571
Winter Control	90,000	131,200	100,000	120,222	97,473	3%	-\$2,527
Winter/Summer Inspection	12,000	7,919	8,000	5,312	5,002	37%	-\$2,998
Safety Devices	10,000	7,535	15,000	16,562	14,844	1%	-\$156
Administration	200,000	205,990	204,500	221,133	222,509	9%	\$18,009
Total Maintenance	\$363,000	\$450,516	\$379,500	\$447,326	\$403,136	6%	\$23,636

Loan Expenditure

Road Loans - Sk Comm. Rd. Reconstruction	75,554	75,554	75,554	75,554	147,800	96%	\$72,246
Road Loans - North Shore Road	13,609	13,609	13,387	13,387	13,120	2%	-\$267
Road Loans - Sk Comm. Rd. Recon & Rehab	14,880	14,880	14,880	14,880	14,880	0%	\$0
Road Loans - Sk 10 km	33,814	33,814	33,338	33,338	32,672	2%	-\$666
Skerryvore Road Culvert repairs			2,280	2,280	2,242	2%	-\$38
Total Equip/Construction/Loans	\$137,857	\$137,857	\$139,439	\$139,439	\$210,714	51%	\$71,275
Total North Maintenance & Loans	\$500,857	\$588,373	\$518,939	\$586,765	\$613,850	18%	\$94,911

2022 Budget

Operating Budget

Contributions to Reserves

North

North	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Contributions to Reserves			
Revenue			
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Capital reserves	295,912	404,789	36.8%
General Reserves	200,000	75,000	-62.5%
Total	495,912	479,789	-3.3%
Net Operating Budget	495,912	479,789	-3.3%

2022 Budget

Operating Budget

Recreational Services South

South	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Recreational Services			
Revenue			
Grants			-
User Fees	178,000	215,050	20.8%
Transfers			-
Total	178,000	215,050	20.8%
Expenditures			
Donations	11,000	11,200	1.8%
Holiday Cove	189,371	208,032	9.9%
Access Points	8,500	9,100	7.1%
Total	208,871	228,332	9.3%
Net Operating Budget	30,871	13,282	-57.0%

2022 BUDGET

DONATIONS									
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Recreation-South									
Community Organization (grants)		10,000	10,499		11,000	10,537		11,200	2% 200
Total-South		\$ 10,000	\$ 10,499		\$ 11,000	\$ 10,537		\$ 11,200	2% \$ 200

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2022 BUDGET

	HOLIDAY COVE							
	2020				2021			
	Budget	Actuals	Budget	Actuals	2022 Budget	Variance %	Variance \$	
Revenues								
Dockage	58,800	99,944	106,000	119,288	116,000	9%	\$10,000	
Storage	6,000	9,040	7,500	7,730	5,500	27%	-\$2,000	
Fuel	39,000	58,568	58,000	68,798	87,000	50%	\$29,000	
Miscellaneous	22,200	6,944	6,500	24,028	6,550	1%	\$50	
Total Revenues	\$ 126,000	\$ 174,497	\$ 178,000	\$ 219,844	\$ 215,050	21%		

Expenditures

Salaries & Benefits	74,000	84,829	70,000	60,251	68,634	2%	-\$1,366	
Salaries & Benefits-Covid		6,126	-	-	-	-	\$0	
Training & Development	1,000	869	500	1,442	1,200	140%	\$700	
Travel	300	-	-	-	-	-	\$0	
General Office	300	34	200	-	200	0%	\$0	
Licence & Permit fees	2,700	2,420	2,500	3,282	7,500	200%	\$5,000	
Communication Costs	1,500	1,191	1,500	1,249	1,500	0%	\$0	
Computer Costs	300	11	250	-	-	100%	-\$250	
Building/Grounds	5,000	7,686	6,000	4,533	6,000	0%	\$0	
Vehicle/Vessel	2,500	1,642	1,500	230	500	67%	-\$1,000	
Material & Supplies	1,300	6,872	5,000	7,097	4,500	10%	-\$500	
Fuel & Supplies-Recoverable	32,000	43,151	50,000	59,586	70,500	41%	\$20,500	
Environmental Service/Misc. Consultant	1,500	1,459	1,500	1,332	1,500	0%	\$0	
Finance Charges	2,300	2,836	2,500	2,519	2,500	0%	\$0	
Other Expenses	5,000	5,017	3,000	999	1,750	42%	-\$1,250	
Total Operating Expenses	\$ 129,700	\$ 164,141	\$ 144,450	\$ 142,522	\$ 166,284	15%	\$21,834	

Finance

Finance Costs	\$ 42,327	\$ 42,328	\$ 44,921	\$ 44,921	\$ 41,748	7%	-\$3,173	
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Total Expenditures	\$ 172,027	\$ 206,469	\$ 189,371	\$ 187,443	\$ 208,032	10%	\$ 18,661	
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2022 BUDGET

	ACCESS POINTS - SOUTH							
	2020		2021		2022		Variance	Variance
Revenues	Budget	Actuals	Budget	Actuals	Budget		%	\$
Miscellaneous				-			-	\$0
Other				-			-	\$0
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$0

Expenditures

Salaries & Benefits	1,500	-	-	-	-	-	-	\$0
Material - Island 25a		58	-	-	-	-	-	\$0
Material - Crane Lake	700	864	1,000	581	750	25%		-\$250
Material - Woods Bay	1,500	613	1,000	2,667	1,150	15%		\$150
Material - Healy Lake	700	754	1,000	2,864	1,500	50%		\$500
Material - Kapikog	700	121	500	-	250	50%		-\$250
Material - Kapikog Pk Lot	700	582	1,000	1,151	950	5%		-\$50
Material - Pine Bay	700	1,502	2,000	4,670	1,950	3%		-\$50
Material - Kapikog Dam Dock	700	225	1,000	91	500	50%		-\$500
Material - Fox Back	1,000	-	1,000	2,664	2,050	105%		\$1,050
Finance Costs					1,827	0%		\$1,827
Total Expenses	\$ 8,200	\$ 4,719	\$ 8,500	\$ 14,687	\$ 9,100	7%		\$ 600

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2022 Budget

Operating Budget

Protection Services

South

Consists of agreements with the Ministry of Natural Resources for Crown Land fire protection and with Seguin Township.

South	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Protection Services			
Revenue			
Grants			-
User Fees	81,892	82,836	1.2%
Transfers			-
Total	81,892	82,836	1.2%
Expenditures			
Emergency Protection	14,670	14,427	-1.7%
Seguin 911	5,000		-100.0%
Fire South	82,128	82,128	0.0%
Total	101,798	96,555	-5.2%
Net Operating Budget	19,906	13,719	-31.1%

2022 BUDGET

	FIRE PROTECTION - SOUTH								
	2020			2021			2022	Variance	Variance
	Budget	Actual		Budget	Actual		Budget	%	\$
Revenue									
Transfers/Loans								-	\$0
Total Revenue							\$ -	-	\$ -

Expenditures

Salaries & Benefits		2,200	2,200		2,200	2,200		2,200	0%	\$0
Training & Development		1,000							-	\$0
Agreements - MNR		9,698	9,698		9,770	9,769		10,127	4%	\$357
Communication Costs		100			100	-		100	0%	\$0
Material & Supplies		300	325		300	756		300	0%	\$0
Professional Services		2,650			1,800	-		1,200	33%	-\$600
Transfers-General			500						-	\$0
Transfer to By-law Enforcement					500	500		500	0%	\$0
Total Expenses		\$15,948	\$12,723		\$14,670	\$13,225		\$ 14,427	2%	-\$243

Draft

2022 BUDGET

	Emergency Protection - Seguin 911								
	2020			2021			2022	Variance	Variance
	Budget	Actual		Budget	Actual		Budget	%	\$
Revenue									
Transfers/Loans								-	\$0
Total Revenues	\$0	\$0		\$0	\$0		\$0	-	\$0

Expenditures

Contracted Services	5,000	-		5,000	-			100%	-\$5,000
Total Expenses	\$5,000	\$0		\$5,000	\$0		\$0	100%	-\$5,000

Draft

2022 BUDGET

FIRE EMERGENCY PROTECTION - SEGUIN									
	2020			2021			2022	Variance	Variance
Revenue	Budget	Actual		Budget	Actual		Budget	%	\$
Special Levy-BL	30,208	30,208		30,208	31,152		31,152	3%	\$944
Special Levy-CL	51,684	51,684		51,684	51,684		51,684	0%	\$0
Total Revenues	\$81,892	\$81,892		\$81,892	\$82,836		\$82,836	1%	\$944

Expenditures

Contracted Services-BL	30,208	30,208		30,208	30,208		30,208	0%	\$0
Contracted Services-CL	51,920	51,920		51,920	51,920		51,920	0%	\$0
Total Expenses	\$82,128	\$82,128		\$82,128	\$82,128		\$82,128	0%	\$0

Draft

2022 Budget

Operating Budget

Waste Services South

South	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Waste Services			
Revenue			
Grants			-
User Fees	70,000	208,034	197.2%
Transfers			-
Total	70,000	208,034	197.2%
Expenditures			
Waste South	730,644	739,453	1.2%
Total	730,644	739,453	1.2%
	-	-	
Net Operating Budget	660,644	531,420	-19.6%

2022 BUDGET

Revenue	SOLID WASTE BUDGET - SOUTH								
	2020			2021			2022	Variance	Variance
	Budget	Actuals		Budget	Actuals		Budget	%	\$
Grants	72,000	52,614		48,000	64,534		208,034	333%	160,034
Miscellaneous	10,200	9,715		30,033	10,555		7,700	74%	- 22,333
Total Revenue	\$ 82,200	\$ 62,330		\$ 78,033	\$ 75,089		\$ 215,734	176%	\$ 137,701

Expenditures

Salaries & Benefits	312,625	390,718		355,000	345,808		362,087	2%	\$7,087
Training & Development	2,000	112		500	1,928		1,550	210%	\$1,050
Travel	500	-		500	109		500	0%	\$0
General Office	4,000	1,717		2,000	2,274		2,200	10%	\$200
Communication Costs	10,000	12,032		10,000	9,395		8,350	17%	-\$1,650
Computer Costs	1,500	-		-	-		-	-	\$0
Building Expenses	9,000	5,693		9,000	5,574		6,230	31%	-\$2,770
Vehicle/Vessel Expenses	59,000	40,226		30,000	38,511		34,100	14%	\$4,100
Material & Supplies	25,000	16,384		15,000	14,366		17,500	17%	\$2,500
12 Mile Bay Rd Transfer Stn. Agr.	25,000	21,462		25,000	15,650		17,000	32%	-\$8,000
Professional Services	1,500	1,241		2,500	3,909		5,000	100%	\$2,500
Bin Repairs	3,000	1,828		2,000	915		2,000	0%	\$0
Other Expenses (Rentals, etc.)	7,500	13,299		7,000	9,744		8,100	16%	\$1,100
Contracted Services	35,000	31,119		30,000	15,081		19,500	35%	-\$10,500
Recycling/HHW	30,000	56,040		50,000	33,430		49,300	1%	-\$700
Tipping	82,000	99,063		100,000	83,132		92,800	7%	-\$7,200
Barging	55,000	43,753		50,000	49,267		53,000	6%	\$3,000
Finance Costs	46,036	46,045		42,144	42,144		60,236	43%	\$18,092
Total Expenses	\$ 708,661	\$ 781,225		\$ 730,644	\$ 671,237		\$ 739,453	1%	\$ 8,809

2022 Budget

Operating Budget

Transportation South

South	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Transportation			
Revenue			
Grants			-
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Transportation South	622,359	714,363	14.8%
Total	622,359	714,363	14.8%
Net Operating Budget	622,359	714,363	14.8%

2022 BUDGET

	ROADS BUDGET - SOUTH							
	2020		2021		2022		Variance	Variance
Revenue	Budget	Actuals	Budget	Actuals	Budget		%	\$
Levy	11,304	11,304	11,304	11,304			100%	-\$11,304
Miscellaneous		508	-	3,538	-		-	\$0
Total Revenues	\$11,304	\$11,812	\$11,304	\$14,842	\$0		100%	-\$11,304

Maintenance Expenditures

Bridges and Culverts	9,000	9,131	4,000	10,531	8,788	120%	\$4,788
Roadside Maintenance	20,000	37,499	24,000	51,183	45,111	88%	\$21,111
Phragmites Control			5,000	2,290	2,000	60%	-\$3,000
Hardtop Maintenance	15,000	25,469	19,000	22,138	20,647	9%	\$1,647
Loosetop Maintenance	25,000	40,853	30,000	58,009	48,079	60%	\$18,079
Winter Control	110,000	141,292	120,000	135,730	107,093	11%	-\$12,907
Winter/Summer Inspection	15,000	7,150	8,000	4,801	7,504	6%	-\$496
Safety Devices	5,000	5,854	4,000	5,552	5,716	43%	\$1,716
Administration	285,000	309,683	288,000	334,803	351,911	22%	\$63,911
Total Maintenance	\$484,000	\$576,930	\$502,000	\$625,038	\$596,848	19%	\$94,848

Road Loans - H/L Stimulus	62,207	62,207	61,630	61,630	60,398	2%	\$ 1,232
Road Loans - Blst/CL Stimulus	37,140	37,140	36,798	36,798	36,063	2%	-\$ 735
Road Loans - Jacklyn culvert	2,894	2,894	2,800	2,800	2,295	18%	-\$ 505
Road Loans - H/L Road Washout	8,814	8,814	8,682	8,682	8,509	2%	-\$ 173
Road Loans - H/L Rd 2nd Culvert	3,164	3,164	3,117	3,117	3,056	2%	-\$ 61
Road Loans - Joe Koran Road	3,489	3,469	3,412	3,412	3,346	2%	-\$ 66
Road Loans - Koran Rd-base & culvert repairs	2,029	2,029	1,920	1,920	1,888	2%	-\$ 32
Road Loans - Kapikog Rd-base & culvert repairs			2,000	2,000	1,961	2%	-\$ 39
Total Equip/Construction/Loans	\$119,737	\$119,717	\$120,359	\$120,359	\$117,515	2%	-\$ 2,844
Total South Maintenance & Loans	\$603,737	\$696,647	\$622,359	\$745,397	\$714,363	15%	\$ 92,004

2022 Budget

Operating Budget

Contributions to Reserves

South

South	2021 Approved Budget	2022 Proposed Budget	Variance (%)
Contributions to Reserves			
Revenue			
User Fees			-
Transfers			-
Total	-	-	-
Expenditures			
Capital reserves	489,577	604,265	43.9%
General Reserves	400,000	250,000	-37.5%
Total	889,577	854,265	7.3%
Net Operating Budget	889,577	854,265	7.3%

2022 Budget

Capital Budget

Capital Budget Summary

Revenue

Transfer from Reserves	334,100
Borrow from Reserves	528,200
Capital from Taxation	100,000
Covid-19 Funding	147,870
Ontario Community Infrastructure Fund	60,000
NOHFC	135,000
Total	\$ 1,305,170

Expenditures

Administration/Council	107,870
Waste Services	451,000
Recreation - Access Points	74,800
Transportation	464,100
Facilities	207,400
Total	\$ 1,305,170

Net Capital Budget	\$ -
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2022 Budget

Capital Budget

Administration/Council

Revenue

Covid-19 Funding	107,870
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Total	\$ 107,870
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Expenditures

Escribe Meeting Software	12,870
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Council Chambers Modernization	80,000
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New Council Devices	15,000
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Total	\$ 107,870
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Net Capital Budget	\$ -
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2022 Budget

Capital Budget

Waste Services

Revenue

Transfer from Reserves	300,000
Borrow from Reserves	151,000
Total	\$ 451,000

Expenditures

Waste Containers - 2 x 40 yard	22,000
Roll-off truck	330,000
Staff building at Healey Lk Transfer Station	25,000
Foam Dock Replacement- Devil's Elbow	15,000
Switch Site 9 compactor motor - gas to electric	4,000
Pointe au Baril Rock Face Scaling - Transfer Station	40,000
Scale house building for Site 9	15,000
Total	\$ 451,000

Net Capital Budget	\$ -
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2022 Budget

Capital Budget

Recreation – Access Points

Revenue

Transfer from Reserves	25,000
Borrow from Reserves	49,800
Total	\$ 74,800

Expenditures

Kapikog Foam Dock Replacement	25,000
Pre-Cast boat ramp for Kapikog Boat Ramp	7,400
Woods Bay Foam Dock Replacement	20,000
Bayfield Foam Dock Replacement	15,000
Pre-Cast boat ramp for PaB Boat Ramp	7,400
Total	\$ 74,800

Net Capital Budget	\$ -
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2022 Budget

Capital Budget

Transportation

Revenue

Transfer from Reserves	9,100
Borrow from Reserves	295,000
Capital from Taxation	100,000
Ontario Community Infrastructure Fund	60,000
Total	\$ 464,100

Expenditures

Excavator with attachments	255,000
AVL GPS system for fleet	9,100
Triaxle Equipment Trailer	40,000
3 Legged Lake Road work with Seguin	10,000
Blackstone Crane resurfacing with Seguin	90,000
Shawanaga Landing Road Intersection	60,000
Total	\$ 464,100

Net Capital Budget	\$ -
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2022 Budget

Capital Budget

Facilities

Revenue

Borrow from Reserves	32,400
NOHFC	135,000
Covid-19 Funding	40,000
Total	\$ 207,400

Expenditures

Pre-Cast boat ramp for Holiday Cove Marina	7,400
Pointe au Baril Window and Door upgrades	150,000
HRV system for 9, James Street	40,000
PAB Bob Murray Sculpture	10,000
Total	\$ 207,400

Net Capital Budget	\$ -
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2022 Budget

Capital Budget Details

Department: Administration/Council

Project Title: Escribe Meeting Software
Asset Class: Software
Purchasing Policy: Documented Quotes
Strategic Priority: Leadership & Communications

Project Type: Previously Approved
Department: Administration
Green Initiative🌱: Yes

Escribe is a meeting management system that will improve internal reporting, agenda and minute preparation processes, meeting controls, and document accessibility and security. Moving to paperless agendas benefits the Township by reducing Staff time in preparing agenda materials for meetings, provides easier access to information, reduces paper waste and supports a more ecofriendly environment.

Expense	2022	Total
Funding		
COVID-19 Funding	12,870	12,870
Operating Impact of Capital		
Maintenance Cost (annual)	\$9,900	\$9,900

Project Title: Council Chambers Modernization
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Previously Approved
Department: Administration
Green Initiative🌱: No

In order for Council to return to in-person and/or hybrid meetings, a full technological modernization of the Council Chambers will be required. These upgrades would allow hybrid meetings (virtual and in-person components) to ensure an open and transparent democratic process, while also permitting Members of Council to return to the chambers, while limiting in-person public capacity.

Expense	2022	Total
Funding		
COVID-19 Funding	\$80,000	\$80,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

2022 Budget

Capital Budget Details

Project Title: New Council Devices
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Leadership & Communications

Project Type: Recommended
Department: Administration
Green Initiative 🌱: Yes

In addition to the audio and video upgrades to the Council Chambers, Members of Council will require a device to allow for participation in meetings when attending virtually, as well as access to their agendas during meetings.

Expense	2022	Total
Funding		
COVID-19 Funding	\$15,000	\$15,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$1,100	\$1,100

Department: Waste & Recycling

Project Title: Waste Containers – 2 x 40 yard
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Waste
Green Initiative 🌱: No


Additional containers will help support the additional levels of service to rate payers, such as abandoned dock days, and free dock disposal, reducing the need to rent bins.

Expense	2022	Total
Funding		
Transfer from Reserves	\$22,000	\$22,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

2022 Budget

Capital Budget Details


Project Title: Roll-off truck
Asset Class: Fleet/Vehicle
Purchasing Policy: Tender
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Previously Approved
Department: Waste
Green Initiative : Yes

A replacement roll-off was previously approved (2019), but was deferred at the time due to uncertainties surrounding the blue box transition. Irrespective of what transpires with the blue box program The Archipelago still needs to haul household garbage, construction and demolition waste, large item waste and scrap metal. The current roll-off truck dates back to 2009 and has had reliability issues – will likely need to dispose of it within the next 2-3 years. The Archipelago needs a reliable back-up. New vehicle will be more environmentally friendly (higher tier emissions control system), and economical. Having two units for a period of time will also enable operations to place one unit in the North (at Site 9), and one unit in the South (at the shop), thereby reducing operating expenses driving a truck from North to South. Having a second truck also allows operations to bring more activities in-house, further reducing transportation costs, especially now that the department has the staff available to operate the equipment.

Expense	2022	Total
Funding		
Transfer from Reserves	\$300,000	\$300,000
Borrow from Reserves	\$30,000	\$30,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$5,000	\$5,000

Project Title: Staff Building at Healey Lk Transfer Station
Asset Class: Buildings
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Waste
Green Initiative : Yes

Current building is rotting and failing. New building will be large enough to support a separate WC complete with a composting toilet as part of an environmental pilot project.

Expense	2022	Total
Funding		
Borrow from Reserves	\$25,000	\$25,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$200	\$200

2022 Budget

Capital Budget Details

Project Title: Foam Dock Replacement- Devil's Elbow

Project Type: Recommended

Asset Class: Hardware

Department: Recreation

Purchasing Policy: Documented Quotes

Green Initiative 🌱: Yes

Strategic Priority: Protect & Preserve

This project will replace the foam dock at the Devil's Elbow transfer station site.

Expense	2022	Total
Funding		
Borrow from Reserves	\$15,000	\$15,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$250	\$250

Project Title: Switch Site 9 Compactor Motor

Project Type: Recommended

Asset Class: Hardware

Department: Waste

Purchasing Policy: Documented Quotes

Green Initiative 🌱: Yes

Strategic Priority: Sustainable & Cost Effective Services

It is proposed to replace the current gas powered compactor motor with an electric one, affording increased reliability, more environmentally friendly and reduced maintenance and operating costs.

Expense	2022	Total
Funding		
Borrow from Reserves	\$4,000	\$4,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$	\$less than current

2022 Budget

Capital Budget Details

Project Title: Pointe au Baril Rock Face Scaling
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Health & Safety
Department: Waste
Green Initiative🌱: No

The rock face where the Pointe au Baril transfer station is located needs to be scaled, as loose rock and debris is falling to the ground. This activity has not been performed before and costs are therefore very approximate. Rock face scaling should take place on a regular basis as ongoing freeze/thaw cycles inevitably continue to fracture the rock face. **This work could be done in-house with the purchase of the excavator.**

Expense	2022	Total
Funding		
Borrow from Reserves	\$40,000	\$40,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

Project Title: Scale house building for Site 9
Asset Class: Buildings
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Waste
Green Initiative🌱: No

Some additional funding may be required over and above what was allocated during the 2021 budget to cover to full cost of a scale house building. Use of the existing building is logistically challenging and would likely cost as much money converting it.

Expense	2022	Total
Funding		
Borrow from Reserves	\$15,000	\$15,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$200	\$200

2022 Budget

Capital Budget Details

Department: Recreation – Access Points

Project Title: Foam Dock Replacement Program
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Protect & Preserve

Project Type: Previously Approved
Department: Recreation
Green Initiative 🌱: Yes

This project will replace all remaining foam docks within The Archipelago. The locations are Kapikog, Woods Bay and Bayfield.

Expense	2022	Total
Funding		
Transfer from Reserves	\$25,000	\$25,000
Borrow from Reserves	\$35,000	\$35,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$1,000	\$1,000

Project Title: Pre-cast Boat Ramps
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Recreation
Green Initiative 🌱: No

Several Archipelago locations would benefit from improved access/egress of our launch sites. The concrete pre-cast ramps will provide trucks with additional stability and improved grip when launching and retrieving boats. The locations are Pointe au Baril Wharf boat ramp and Kapikog Launch. Each location will use two pre-cast units at a cost of \$7,400 per location. The units will be installed in-house by public works staff to reduce costs.

Expense	2022	Total
Funding		
Borrow from Reserves	14,800	14,800
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

2022 Budget

Capital Budget Details

Department: Transportation

Project Title: Excavator with attachments/brushing/ditching Project Type: Recommended
Asset Class: Vehicle Department: Roads
Purchasing Policy: Tender Green Initiative 🌱: No
Strategic Priority: Sustainable & Cost Effective Services

Purchase of this piece of equipment will enable The Archipelago to carry out multiple activities that have been subcontracted out, including; brushing, ditching, culvert replacements and some grading activities. These activities cost The Archipelago around \$60,000 in invoices each year. It is proposed to sell an existing backhoe (for around \$75k), to subsidize the purchase price of the new unit (\$330k). The excavator may also be able to carry out some scaling that will be required of the rock face at the Pointe au Baril transfer station (see next capital item).

Expense	2022	Total
Funding		
Borrow from Reserves	\$255,000	\$255,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$5,000	\$5,000

Project Title: AVL GPS system for fleet
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Previously Approved
Department: Roads
Green Initiative 🌱: No

Some of the Municipal fleet is tagged with GPS monitoring. This project captures the remainder of the fleet and, more importantly, will keep track of when the winter control plows operate their sanding units and drop their blades. This is a good feature to include for liability or insurance claims purposes. The maintenance cost is the annual subscription renewal for the service. The Archipelago has already been paying for this service for some of its fleet.

Expense	2022	Total
Funding		
Transfer from Reserves	\$9,100	\$9,100
Operating Impact of Capital		
Maintenance Cost (annual)	\$2,000	\$2,000

2022 Budget

Capital Budget Details

Project Title: Triaxle Equipment Trailer
Asset Class: Fleet/Vehicle
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Roads
Green Initiative🌱: No

The Archipelago owns a dual axle equipment trailer dating back to 1998. As newer equipment is purchased it is becoming bulkier and heavier. The existing trailer is reaching its maximum capacity and it is recommended to trade the dual axle trailer in for a tri-axle trailer that will fit the needs of The Archipelago for the next 20 years. If the excavator is purchased it would require a triaxle trailer to mobilize it. Purchase cost noted below includes proceeds from the sale of the existing trailer (valued at approximately \$10,000).

Expense	2022	Total
Funding		
Borrow from Reserves	40,000	40,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$500	\$500

Project Title: Road Rehabilitation Partnership
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Effective Relationships & Partnerships

Project Type: Recommended
Department: Roads
Green Initiative🌱: No

The Archipelago has entered into a multi-year agreement with the Township of Seguin to rehabilitate roads that run through Seguin, where the majority of road users are Archipelago rate-payers. The model is based on a 50% cost sharing basis. For 2022 it is planned to surface treat Blackstone-Crane Lake Road at a cost of \$90,000 from Black Road to the Archipelago boundary and to surface treat 3 Legged Lake Road (\$10,000). Seguin will administer both projects.

Expense	2022	Total
Funding		
Capital from Taxation	\$100,000	\$100,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

2022 Budget

Capital Budget Details

Project Title: Shawanaga Landing Road Intersection
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Effective Relationships & Partnerships

Project Type: Recommended
Department: Roads
Green Initiative🌱: No

The intersection of Shawanaga Landing Road and Skerryvore Community Road is partially hidden and it would benefit from some brush clearing, rock grubbing and blasting.

Expense	2022	Total
Funding		
Ontario Community Infrastructure Fund	\$60,000	\$60,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$	\$

Department: Facilities

Project Title: Pre-cast Boat Ramp
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Recreation
Green Initiative🌱: No

Several Archipelago locations would benefit from improved access/egress of our launch sites. The concrete pre-cast ramps will provide trucks with additional stability and improved grip when launching and retrieving boats. The Holiday Cove Marina location boat ramp will be installed in-house by public works staff to reduce costs.

Expense	2022	Total
Funding		
Borrow from Reserves	7,400	7,400
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

2022 Budget

Capital Budget Details

Project Title: Community Centre Windows & Doors
Asset Class: Hardware
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Recommended
Department: Recreation
Green Initiative🌱: Yes

Should NOHFC funding be approved, it is proposed to replace the windows and doors at the Pointe au Baril Community Centre with more energy efficient ones. The amount would cover off 10% of the overall cost for the project, the remaining 90% being funded with grant monies.

Expense	2022	Total
Funding		
Borrow from Reserves	\$15,000	\$15,000
NOHFC	\$135,000	\$135,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$	\$less than current

Project Title: HRV System at 9 James St
Asset Class: Equipment
Purchasing Policy: Documented Quotes
Strategic Priority: Sustainable & Cost Effective Services

Project Type: Health and Safety
Department: Facilities
Green Initiative🌱: Yes

The main office has no ventilation for air exchanges and there are a limited number of opening windows. In light of Covid-19 this installation would allow for energy efficient fresh air exchange, providing for a healthier breathing work environment.

Expense	2022	Total
Funding		
COVID-19 Funding	\$40,000	\$40,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$2000	\$2000

2022 Budget

Capital Budget Details

Project Title: Bob Murray Sculpture
Asset Class: Buildings
Purchasing Policy: Documented Quotes
Strategic Priority: Effective Relationships & Partnerships

Project Type: New Initiative
Department: Recreation
Green Initiative🌱: No

Installation of a donated work of art in Pointe au Baril or surrounding area. Valued at \$250-300k, the Bob Murray sculpture would become a federally recognized piece of cultural property.

Expense	2022	Total
Funding		
Borrow from Reserves	\$10,000	\$10,000
Operating Impact of Capital		
Maintenance Cost (annual)	\$0	\$0

TAX RATE SUMMARY this excludes OPP levy - will have separate levy

OPP Levy is \$196.49

FINAL
\$11,347,326

2022 TAX RATE SUMMARY

PROPERTY CLASS	RESIDENTIAL/FARM		COMMERCIAL OCCUPIED		COMMERCIAL V/L		INDUSTRIAL OCC		INDUSTRIAL V/L		LANDFILL	FARMLANDS	MANAGED FOREST	
TAX RATE	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH
GENERAL	0.00185668	0.00185668	0.00200336	0.00200336	0.00140235	0.00140235	0.00209304	0.00209304	0.00146512	0.00146512	0.00111401	0.00111401	0.00046417	0.00046417
AREA RATING	0.00208688	0.00177466	0.00225174	0.00191486	0.00157622	0.00134040	0.00235254	0.00200057	0.00164677	0.00140040	0.00125213	0.00044366	0.00052172	0.00044366
EDUCATION	0.00153000	0.00153000	0.00635908	0.00635908	0.00635908	0.00635908	0.00776030	0.00776030	0.00776030	0.00776030	0.00167740	0.00038250	0.00038250	0.00038250
TOTAL	0.00547356	0.00516134	0.01061418	0.01027730	0.00933765	0.00910183	0.01220588	0.01185391	0.01087219	0.01062582	0.00404354	0.00194017	0.00136839	0.00129034

2021 TAX RATE SUMMARY

\$11,170,754

PROPERTY CLASS	RESIDENTIAL/FARM		COMMERCIAL OCCUPIED		COMMERCIAL V/L		INDUSTRIAL OCC		INDUSTRIAL V/L		LANDFILL	FARMLANDS	MANAGED FOREST	
TAX RATE	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH	NORTH	SOUTH
GENERAL	0.00182191	0.00182191	0.00196584	0.00196584	0.00137608	0.00137608	0.00205384	0.00205384	0.00143769	0.00143769	0.00109315	0.00045548	0.00045548	0.00045548
AREA RATING	0.00202000	0.00178609	0.00217958	0.00192719	0.00152571	0.00134903	0.00227714	0.00201346	0.00159400	0.00140942	0.00121200	0.00044652	0.00050500	0.00044652
EDUCATION	0.00153000	0.00153000	0.00635908	0.00635908	0.00635908	0.00635908	0.00776030	0.00776030	0.00776030	0.00776030	0.00167740	0.00038250	0.00038250	0.00038250
TOTAL	0.00537191	0.00513800	0.01050450	0.01025211	0.00926087	0.00908419	0.01209128	0.01182760	0.01079199	0.01060741	0.00398255	0.00128450	0.00134298	0.00128450

Difference	0.00010165	0.00002334	0.00010968	0.00002519	0.00007678	0.00001764	0.00011460	0.00002631	0.00008020	0.00001841	0.00006099	0.00065567	0.00002541	0.00000584
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% increase/decrease	1.8923%	0.4543%	1.0441%	0.2457%	0.8291%	0.1942%	0.9478%	0.2225%	0.7432%	0.1735%	1.5313%	51.0451%	1.8921%	0.4543%
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DRAFT										Page 3				
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
2022 BUDGET										3,994,202 C				
										\$ 695,833 N/C				
										-\$ 3,298,369				
										2022				
										MONIES				
										RAISED				
GENERAL										2021		2022		
										MONIES		MONIES		
										RAISED		RAISED		
												controllable		
												non-controllable		
												DIFFERENCE		
GENERAL										\$1,365,800		\$1,364,900		
OMPF										\$2,181,097		-\$1,829,665		
General												-\$351,432		
IT												\$274,285		
Environment												-\$111,520		
Building/By-law Enforcement												-\$315,864		
OPP												-\$9,000		
Transportation												-\$35,133		
Solid Waste - General												-\$14,700		
Nursing Station												-\$45,630		
Ambulance/Health Unit												-\$677,675		
DSSAB												-\$909,553		
Belvedere Heights												-\$297,309		
Donations												-\$54,774		
Library												-\$23,218		
Planning												-\$287,500		
Capital Reserves												-\$322,032		
Reserves												-\$35,000		
TOTAL GENERAL										\$1,411,472		\$743,229		
												\$478,876		
												\$147,870		
												\$666,100		
												\$4,551,974		
												\$2,075,805		
												\$813,970		
												-\$3,994,202		
NORTH														
Protection												-\$9,457		
Trans (Roads)												-\$618,939		
Solid Waste - North												-\$494,022		
Cemetery												-\$12,800		
PABCC												-\$116,889		
PAB Chamber												-\$12,500		
PAB Dock												-\$97,980		
Lighthouse												-\$5,202		
Dredging												-\$5,284		
Access Points												-\$2,500		
Donations												-\$34,000		
Capital Reserves												-\$295,912		
Reserves												-\$200,000		
TOTAL NORTH										\$138,689		\$36,000		
												\$195,000		
												\$96,400		
												\$2,054,298		
												-\$		
												\$291,400		
												-\$1,879,609		
SOUTH														
Protection												-\$19,906		
Trans (Roads)												-\$622,359		
Solid Waste - South												-\$660,644		
Donations												-\$11,000		
Holiday Cove												-\$11,371		
Access Points												-\$8,500		
Capital Reserves												-\$489,577		
Reserves												-\$400,000		
TOTAL SOUTH										\$208,034		\$305,586		
												-\$		
												-\$		
												\$99,800		
												\$2,632,968		
												-\$		
												\$199,800		
												-\$2,219,348		
Education Tax														
												-\$		
												\$3,254,168		
												-\$		
TOTAL BUDGET										\$1,758,195		\$1,084,815		
												\$478,876		
												\$342,870		
												\$862,300		
												\$9,239,240		
												\$5,329,973		
												\$1,305,170		
												\$4,527,056		
												-\$		
												\$4,527,056		
												-\$11,347,326		
												(\$11,347,326)		
OPP												\$673,012		

GRANTS AND FUNDING

Ongoing Funding:

	2020	2021	Opening Balance Jan 1/2022	Projected Transfers In	Projected Transfers Out	Closing Balance Dec 31/2022
Federal Gas Tax (AMO)	32,217	66,060	202,170	33,681	-	235,851
Ontario Community Infrastructure Fund (OCIF)	111,775	111,775	153,380	250,328	60,000	343,708
Ontario Municipal Partnership Fund (OMPF)	1,362,100	1,365,800	-	1,364,900	1,364,900	-
Ontario Libraries Capacity Fund (OLCF)	15,072	15,072	-	15,072	15,072	-
Stewardship Ontario	96,024	143,408	-	346,722	346,722	-
	\$ 1,617,188	\$ 1,702,115	\$ 355,550	\$ 2,010,703	\$ 1,786,694	\$ 579,559

One -Time Grants:

Cannabis Legislation		5,000	23,933	-	-	23,933
Modernization Grant (MMAH) 2019 Funding \$675,170			482,865	-	-	482,865
	\$ 5,000	\$ 506,798	\$ 506,798	\$ -	\$ -	\$ 506,798

Additional Funding Sources:

Northern Ontario Heritage Fund (NOHFC) - GIS GBB Intern			-	31,500	31,500	-
Henvey Inlet Transmission Line (starting 2019 for 20 years)	50,443	50,000	118,113	50,000	-	168,113
Cash-in-Lieu of Parkland			83,606	-	-	83,606
COVID-19 Safe Restart Program	403,700	135,251	191,420	-	147,870	43,550
(ICIP) COVID-19 Resilience Infrastructure steam - PAB Wharf		100,000	22,515	-	-	22,515
Ontario Trillium Foundation - PAB Comm. Ctr		76,500	31,621	8,500	40,121	-
NORDS Funding		170,569	170,569	170,569	-	341,138
	\$ 454,143	\$ 532,320	\$ 617,844	\$ 229,069	\$ 187,991	\$ 658,922

The Township of The Archipelago

Recommendation Report to Council

Report No.: Clerk-2022-05

Date: April 21, 2022

Originator: Maryann Martin, Clerk

Subject: Fire Protection Services Agreement – Blackstone Lake Area

RECOMMENDATION

That Council authorize the execution of an agreement with the Township of Seguin for the provision of Fire Protection Services for the Blackstone Lake Area, with the terms as set out in the agreement.

BACKGROUND/HISTORY

In 2012 Blackstone Lake Cottagers Association conducted a survey of ratepayers on Blackstone Lake regarding a proposal for Fire Protection Services to be provided by the Township of Seguin.

At the January 17, 2013 Meeting of Council, the Blackstone Lake Cottagers Association presented the results of the survey, indicating that the majority of the participants were in favour of fire protection services to be provided by the Township of Seguin for an annual fee.

The survey involved 128 ratepayers and the Association received 104 responses. The results showed that of those that replied positively represented 68% of the total polled, and therefore surpassed the threshold required for Council to proceed with the agreement. As a result, the Township authorized the execution of an agreement.

The associated annual fee proposed was \$236 per year per property and was charged to the 128 properties covered under the agreement.

NEW INFORMATION/NEXT STEPS

In 2017 the Agreement was renewed for a 5-year term, which expired on March 31, 2022. On April 4th, 2022 Seguin Council agreed to another 5-year term.

There are currently 133 Archipelago properties identified for response coverage. There are no proposed changes to the terms or the annual fee per property.

THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO

BY-LAW NO. 2022-

Being a By-law to authorize the execution of an Agreement for
Fire Protection Services (Blackstone Lake Area) between the
Township of Seguin and the Township of The Archipelago

WHEREAS pursuant to *the Municipal Act, 2001*, S.O. 2001, c.25, sec. 9, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to *the Municipal Act, 2001*, S.O. 2001, c.25, sec. 19, a municipality may provide a service in an area in another municipality if the other municipality is a single-tier municipality and the service is provided with its consent;

AND WHEREAS the Blackstone Lake Cottagers Association conducted a survey of ratepayers on Blackstone Lake regarding a proposal for Fire Protection Services to be provided by the Corporation of the Township of Seguin for an annual fee;

AND WHEREAS the Blackstone Lake Cottagers Association presented the results of the survey to Council on January 17, 2013, indicating that the majority of the participants were in favour of Fire Protection Services to be provided by the Township of Seguin for an annual fee;

AND WHEREAS the agreement adopted by By-Law No. 2017-05 expires on March 31, 2022;

AND WHEREAS the Corporation of the Township of Seguin has agreed to extend the Fire Protection Services Agreement for the Blackstone Lake Area;

NOW THEREFORE BE IT ENACTED as a By-law of the Council of the Corporation of the Township of The Archipelago as follows:

1. That the Reeve and the Clerk be and are hereby authorized to execute and affix the Corporate Seal to a Fire Protection Agreement, attached hereto as Schedule "A" between the Corporation of the Township of Seguin and the Corporation of the Township of The Archipelago, for the period commencing April 1st, 2022 and expiring on March 31st, 2027; and
2. That this By-law shall come into force and take effect on the day of the final passing thereof.

READ and FINALLY PASSED in OPEN COUNCIL this 22nd day of April, 2022.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Bert Liverance, Reeve

Maryann Martin, Clerk

FINANCIAL IMPLICATIONS

There are no costs to the Township. This service is funded by the property owners at a cost of \$236 per year, per property.

ANALYSIS/OPTIONS

Option 1

That Council authorize the execution of an agreement with the Township of Seguin, for the provision of Fire Protection Services.

Option 2

Address any concerns with the proposed Fire Protection Services Agreement.

Option 3

Do not enter into the Fire Protection Services Agreement. This option is not recommended.

STRATEGIC PLAN

The renewal of this agreement is in line with the following Strategic Priorities and Goals of the Township's Strategic Plan:

- **Sustainable & Cost-Effective Services**
 - **Effective Relationships & Partnerships**
-

CONCLUSION

That Council authorize the execution of an agreement with the Township of Seguin, for the provision of Fire Protection Services for the Blackstone Lake Area.

Respectfully Submitted,



Maryann Martin
Clerk

I concur with this report
and recommendation,



John B. Fior
Chief Administrative Officer

ATTACHMENTS

- Draft Fire Protection Services Agreement

FIRE PROTECTION AGREEMENT BETWEEN

dated this ____ day of _____, 2022

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO
(hereinafter called "**THE ARCHIPELAGO**")

AND

THE CORPORATION OF THE TOWNSHIP OF SEGUIN
(hereinafter called "**SEGUIN**")

WHEREAS By-laws have duly enacted by the Corporate parties here to respectively, pursuant to the provisions of Section 2(5) of the *Fire Protection and Prevention Act, 1997* to enter into agreement between the said parties to provide complete provision of Fire Protection Services within the described Fire Area (as hereinafter described) of THE ARCHIPELAGO.

NOW, in consideration of the mutual covenants and agreements herein contained, it is mutually agreed between the parties hereto, as follows:

1. In this Agreement,
 - a. **"Fire Department"** means the Township of Seguin
 - b. **"Fire Chief"** means Chief of the Seguin Fire Department,
 - c. **"Designate"** means a person who, in the absence of the Fire Chief has the same powers and authority as the Fire Chief,
 - d. **"Fire Area"** means all the area(s) of the Township of The Archipelago, as identified in Appendix II of this Agreement,
 - e. **"Fire Protection Services"** means and includes only the following:
 1. Structural Fire Suppression, based on available Apparatus and Personnel.
2. Subject to the terms, conditions and any limitations/exclusions that may be set out in this agreement, Seguin will supply "Fire Protection Services" for The Archipelago in the "Fire Area".
3. The "Fire Protection Services" provided under this Agreement shall be authorized for the complete termination of the emergency, including reporting, and the "Fire Chief" or "Designate" shall be in charge of all operations including arranging for additional assistance that may be required.

4. Notwithstanding Paragraphs 2 and 3, the "Fire Department" will not perform "Fire Protection Services" in the case of grass, brush or forest fires, except to protect a structure from a grass, brush or forest fire. In the case of a grass, brush or forest fires the "Fire Chief" or "Designate" will immediately notify the Ministry of Natural Resources.
5. The "Fire Chief" or "Designate" may refuse to supply "Fire Protection Services" in the "Fire Area" if the personnel, apparatus and equipment are required in the Township of Seguin or by Mutual Aid participants. While the Township of Seguin is a priority call for the Seguin Fire Department the "Fire Chief" or "Designate" will allocate equipment and fire fighters in the most efficient fashion to fight multiple fires.
6. The Archipelago will be responsible for notifying in the manner and to the extent deemed necessary, residents and occupants of the "Fire Area" of the procedures for reporting an emergency and of the service provided by the "Fire Department".
7. Notwithstanding anything contained herein,
 - a. No liability shall attach or accrue to The Archipelago by reason of any injury or damage sustained by the personnel, apparatus or equipment of the "Fire Department" while engaged in the provision of "Fire Protection Services" in the "Fire Area".
 - b. No liability shall attach or accrue to the "Fire Department" for failing to supply any of the "Fire Protection Services" in the "Fire Area" during such times as fire personnel and equipment from Seguin Station 10 or Seguin Station 40 are otherwise engaged in emergency response activities or are unavailable for any reason.
8. The "Fire Department" resources allocated to this agreement shall be the full complement of available Seguin Station 10 personnel and equipment (Appendix I) and additional personnel as deemed necessary by the "Fire Chief" from Seguin Station 40. The tactics used by the "Fire Department" shall be determined at the sole discretion of the "Fire Chief" or "Designate" operating under the Standard Operational Guidelines of the Seguin Fire Department.
9. This Agreement shall be in force for a period of five (5) years commencing on April 1st 2022 and expiring on March 31st 2027.

10. Notwithstanding Section 9, This Agreement may be terminated provided that six months written notice is provided to the other party.
 - a. The fee payable to the Township of Seguin by the Township of The Archipelago for "Fire Protection Services" shall be \$236.00 annually per property, with a structure on it that falls within the "Fire Area" (listed in Appendix II) payable semi-annually, due in conjunction with the Township of The Archipelago tax bill for the current year. Where this agreement terminated, the annual payment in the year the termination is effective, shall be refunded. Such refund shall represent an amount equivalent to that portion of the year during which the "Fire Department" no longer provides services under the agreement (i.e. a partial or pro-rated refund).
 - b. The "Fire Department will supply The Archipelago with a detailed report on all responses to the "Fire Area". The report shall include the following:
 - i. Time call received
 - ii. Name and civic address of caller
 - iii. Time units leaving the hall
 - iv. Time units on scene
 - v. Name Incident Commander
 - vi. Time situation Under Control
 - vii. Time of Loss Stopped
 - viii. Time Units leaving the scene
 - ix. Time Back in Service

Signed on behalf of The Township of The Archipelago

Reeve

Clerk

Signed on behalf of The Township of Seguin

Mayor

Clerk

APPENDIX I

STATION 10 EQUIPMENT

- 2 Triple Combination Pumper/Tankers
- 1 Heavy Rescue Vehicle
- 1 Wildland Utility Vehicle
- 1 Trailered Rescue/Fire Boat (seasonally available)
- 1 Trailered Airboat (seasonally available)
- 1 Trailered Tracked ATV with Rescue Trailer

APPENDIX II CONT'D

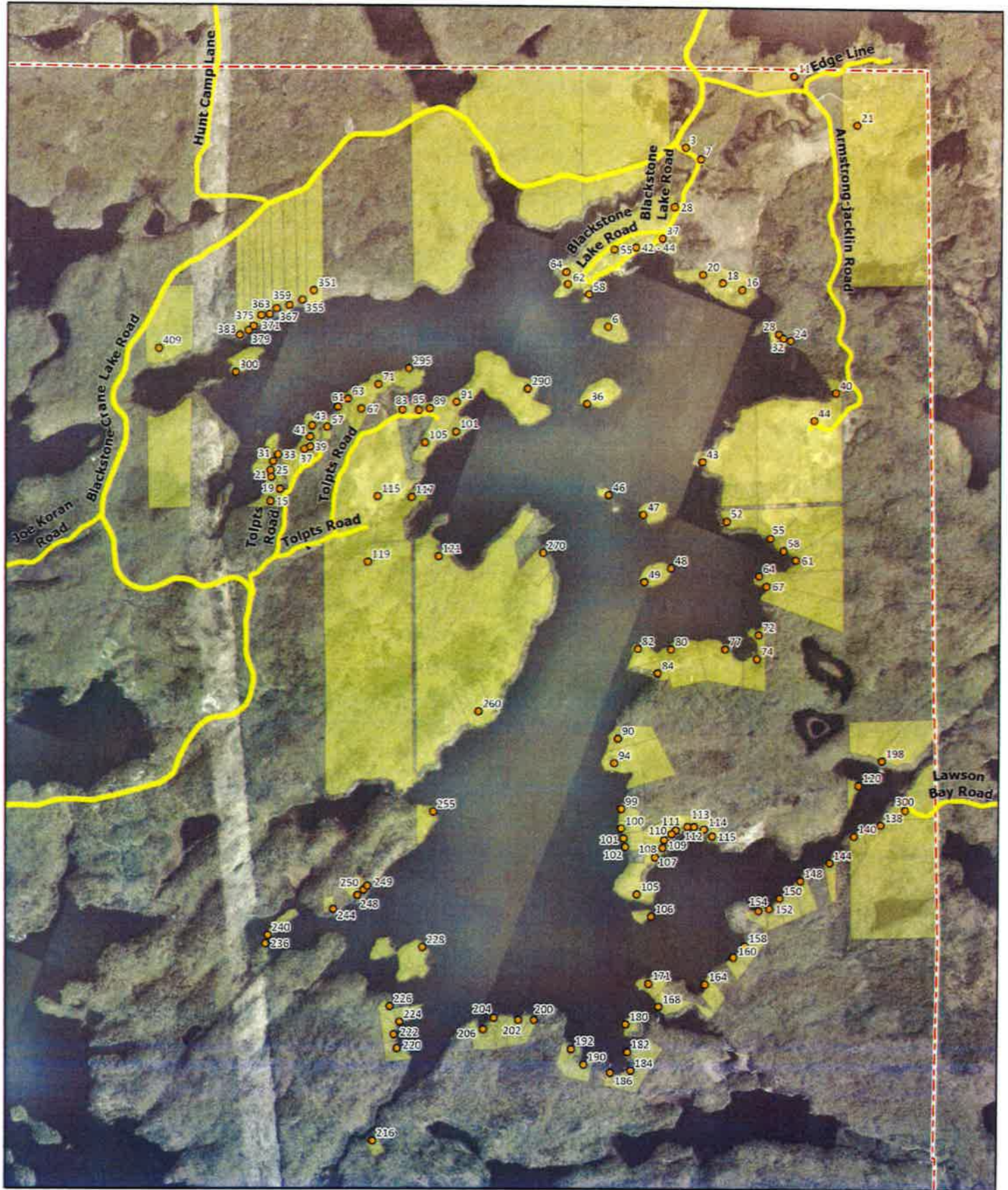
CIVIC ADDRESS	MUNICIPALITY	ROLL NUMBER
158 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063200000
160 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063220000
164 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063260000
168 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063300000
171 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063320000
180 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063380000
182 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063400000
184 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063420000
186 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063440000
190 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063480000
192 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063500000
200 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063580000
202 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063600000
204 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002063620000
206 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002066050000
216 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067010000
220 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067020000
222 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067030000
224 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067040000
226 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067050000
228 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002067060000
236 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090002068010000
138 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003010000000
300 LAWSON BAY ROAD	THE ARCHIPELAGO	4905090003010010000
120 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003010500000
198 LAWSON BAY ROAD	THE ARCHIPELAGO	4905090003010750000
140 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011200000
144 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011240000
148 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011280000
150 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011300000
152 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011320000
154 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003011340000
101 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012020000
102 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012030000
108 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012040000
109 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012050000
110 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012060000
111 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012070000
112 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012080000
113 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012090000
114 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012100000
115 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012110000
105 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012120000
100 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012130000
99 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012140000
94 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012160000
90 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012170000
106 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012180000
107 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003012220000
255 BLACKSTONE LAKE # WATER	THE ARCHIPELAGO	4905090003013000000
250 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003014010000

249 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003014020000
248 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003014030000
244 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003014040000
240 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003015010000
55 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003026000000
58 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003026050000
61 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003026100000
64 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003026150000
67 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003026200000
80 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027010000
77 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027020000
74 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027030000
72 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027040000
52 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027050000
82 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027060000
84 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027070000
47 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027080000
48 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027090000
49 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003027100000
121 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003028000000
260 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003028020000
270 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003028500000
119 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003029000000
44 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003041000000
43 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003041010000
28 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003041020000
24 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003041030000
40 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003041040000
46 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003041050000
32 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003041200000
101 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042010000
91 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042020000
295 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003042030000
85 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042040000
89 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042060000
105 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042080000
290 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003042090000
36 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003042100000
6 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003042110000
83 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042120000
117 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003042150000
115 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043000000
71 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043010000
67 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043020000
63 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043050000
61 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043070000
57 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003043080000
15 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044000000
19 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044010000
21 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044040000
25 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044050000
31 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044080000
33 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044090000
37 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044100000

39 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044110000
41 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044120000
43 TOLPT'S ROAD	THE ARCHIPELAGO	4905090003044130000
21 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003054000000
11 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003055900000
16 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003056010000
18 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003056020000
7 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003056030000
28 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003056040000
3 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003056050000
20 ARMSTRONG-JACKLIN ROAD	THE ARCHIPELAGO	4905090003056060000
55 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003057000000
37 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003057050000
42 -44 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003057100000
58 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003057500000
64 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003058000000
62 BLACKSTONE LAKE ROAD	THE ARCHIPELAGO	4905090003058010000
383 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061000000
379 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061010000
375 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061020000
371 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061030000
367 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061040000
363 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061050000
359 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061060000
355 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061070000
351 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090003061080000
300 BLACKSTONE LAKE WATER	THE ARCHIPELAGO	4905090003061100000
409 BLACKSTONE-CRANE LAKE ROAD	THE ARCHIPELAGO	4905090006017000000

APPENDIX II

Fire Response - Archipelago Properties



133 Archipelago properties identified for response coverage



0 0.25 0.5 1 Kilometers

The Township of The Archipelago

Recommendation Report to Council

Report No.: Clerk-2022-03

Date: April 21, 2022

Originator: Maryann Martin

Subject: Restricted Acts of Council (Lame Duck Periods)

- 1) From August 19, 2022 to October 24, 2022
- 2) From October 24, 2022 to November 14, 2022

RECOMMENDATION

1. That Council receives the Restricted Acts of Council (Lame Duck Periods) Report for information purposes;
2. That Council approve the delegation draft by-law, as attached.

BACKGROUND

Bill 68 Modernizing Ontario's Municipal Legislation Act, 2017 implemented a change to the next term of Council. This amendment provided a new start date for the 2022 term of Council, changing it from December 1st to November 15th. The purpose of this amendment is to shorten the potential 'Lame Duck' period between when the existing Council is still sitting, and the new Council takes Office.

The determination of whether a Municipal Council is in a restricted position pursuant to Section 275 of the Municipal Act, 2001, also known as a 'Lame Duck' Council, occurs twice during the Municipal Election process.

- a) **Between August 19, 2022 to October 24, 2022** – The determination shall be based on the 2022 Candidates election nominations that have been certified by the Municipal Clerk on August 19, 2022. If less than three-quarters of the existing Council Members are not running for Municipal Council, the restrictions set out in the Municipal Act, 2001 will apply; and
- b) **Between October 24, 2022 to November 14, 2022** – The election results are declared by the Municipal Clerk shortly after the municipal election. If the elections results are less than three-quarters of the incumbent Council Members returning to Council, the restrictions set out in the Municipal Act, 2001 will apply.

The Township of The Archipelago has an 11 Member Council. When the 75% calculation is applied, the result is 8.25 which is rounded up to 9 members.

The following is a brief summary of the provisions as set out in Section 275 of the Municipal Act, 2001, Restricted Acts After Nomination Day Provision:

Restrictions

If a Council is in a 'Lame Duck' position, the Council shall not take on the following actions:

- a) the appointment or removal from office of any officer of the municipality;
- b) the hiring or dismissal of any employee of the municipality;
- c) the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- d) making any expenditures or incurring any other liability which exceeds \$50,000.

Exceptions to clauses 'c' and 'd' above do not apply if the disposition or liability was included in the most recent budget adopted by the Council before Nomination Day of the 2022 Municipal Election.

Land Matters. Pursuant to Section 275(3)(c), a municipality can close a real estate transaction during the 'Lame Duck' period only if the Council passed a by-law approving the execution of the agreement of purchase and sale in advance of the 'Lame Duck' period.

Expenditures. A contract could be awarded by a 'Lame Duck' Council in excess of \$50,000 so long as the amount was included in the approved 2022 annual budget. However, the 'Lame Duck' Council would not be able to award a contract, if the amount of the tender or bid exceeds the amount included in the budget.

Emergencies. Pursuant to Section 275(4.1) of the Act, nothing in Section 275 under the restrictions of a 'Lame Duck' Council prevents a municipality from taking any action in the event of an emergency within the Municipality.

Delegated Authority Unaffected. Section 275(6) provides that the authority of a municipality can be delegated to the person or body prior to nomination day for the election of the new Council.

Determination of Lame Duck Provision

The Municipal Clerk will advise Council at the first meeting in September after Nomination Day as to whether Council is in a 'Lame Duck' position.

If there is a 'Lame Duck Council' declared, the Term of Office commences for the newly elected Council on November 15, 2022 and the New Council is deemed organized when quorum of members have taken the Declaration of Office, pursuant to section 232 of the Municipal Act, 2001. This will be done at the Inaugural Meeting of Council on November 17, 2022

FINANCIAL IMPLICATIONS

No budget implications.

ANALYSIS/OPTIONS

Option 1

Approve the draft by-law delegating authority to the Chief Administrative Officer from August 19, 2022 to November 14, 2022 as outlined:

- a) That the CAO be delegated authority as the financial signing authority for expenditures, outside the current budget, exceeding \$50,000;
- b) That the CAO be delegated the authority to execute the agreement of Purchase and Sale, pertaining to the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal or the acquisition of property;
- c) That the CAO be delegated the authority to hire or remove any officer to/from employment with the Township of The Archipelago; and
- d) That the CAO will report to Council if the delegation of authority is exercised under the proposed by-law.

Option 2

Maintain status quo (Not Recommended)

STRATEGIC PLAN

N/A

CONCLUSION

It is recommended that Council receive this report and direct the Clerk to bring the draft by-law forward to the April Meeting of Council.

Respectfully Submitted,



Maryann Martin
Clerk

I concur with this report,



John B. Fior
Chief Administrative Officer

Attachments:

- Proposed Restricted Acts of Council 'Lame Duck' By-law

THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO
BY-LAW NO. 2022-

A By-law to Authorize Delegated Authority for Certain Acts during the
Restricted Authority (Lame Duck) Council Period

WHEREAS Section 275 of the Municipal Act S.O. 2001, C.25, as amended, provides that where three quarters (3/4) of the members of the outgoing Council of the municipality will not be returning, the following authorities will cease on Nomination Day (August 19, 2022):

- a) The appointment or removal from office of any officer of the municipality;
- b) The hiring or dismissal of any employee of the municipality;
- c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- d) Making any expenditures or incurring any other liability which exceeds \$50,000.

WHEREAS Section 23.1 of the Act states that Council is authorized to delegate certain powers and duties; and

WHEREAS Section 5 of the Act provides that a municipality's power shall be exercised by By-law; and

WHEREAS the Council of the Corporation of the Township of The Archipelago deems it expedient and necessary to delegate certain authorities for the restricted authority "Lame Duck" period, if it applies, between August 19, 2022 and November 14, 2022;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF THE ARCHIPELAGO HEREBY ENACTS AS FOLLOWS:**

1. That the Chief Administrative Officer is hereby delegated as the financial signing authority for expenditures, outside the current approved budgets, exceeding \$50,000.
2. That the Chief Administrative Officer is hereby delegated authority, including authority to execute the agreement of purchase and sale, pertaining to the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal.
3. That the Chief Administrative Officer is hereby delegated authority to repeal by-law appointed Officers of the Township of The Archipelago which have ceased employment with the Corporation and for hiring and removal of any employee of the Corporation.
4. Should delegated authority be exercised, the sitting Council shall be informed by way of an information report at the next regularly scheduled or special meeting called for this purpose.
5. That this By-law shall come into force and take effect only in the event that in one or both of the time periods Council, as determined by the Clerk, becomes "Lame Duck" and expire on November 15, 2022.

READ and FINALLY PASSED in OPEN COUNCIL this 22nd day of April, 2022.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Bert Liverance, Reeve

Maryann Martin, Clerk

The Township of The Archipelago
Recommendation Report to Council

Report No.: Clerk-2022-04 **Date:** April 21, 2022
Originator: Maryann Martin, Clerk
Subject: Amend Procedural By-law to Allow for Hybrid Meetings, and other minor amendments.

RECOMMENDATION

That Council approve the Amendment to the Procedural By-law 2022-XX.

BACKGROUND/HISTORY

On March 19th, 2020 the Province of Ontario enacted the Municipal Emergency Act, 2020 to amend the Municipal Act, 2001 to enact section 238 (3.3) and 238 (3.4) to permit meetings to be held electronically during an emergency declared pursuant to the Emergency Management and Civil Protection Act.

On April 9th, 2020 Council passed By-law 2020-09 to amend the Procedural by-law to accommodate these emergency provisions and to allow for full electronic Council Meetings.

Since April 2020, the Township of The Archipelago Council meetings have been held electronically in order to continue to provide continuity of local government and decision making during the changing pandemic environment.

On February 18, 2022 Council approved a proposal from Michael Enterprise Audio and Visual for the Council Chambers Audio and Visual Upgrades. These upgrades will allow hybrid meetings (virtual/in-person), while also permitting Members of Council to return to the chambers. We anticipate these upgrades will be completed by June 2022.

NEW INFORMATION/NEXT STEPS

As we continue to transition out of COVID-19 pandemic measures, staff recommend the inclusion of electronic participation for meetings going forward, in addition to traditional in-person participation. The hybrid meeting approach allows for Members to join and participate in meetings, even if they are not able to attend in-person in Council Chambers. While in-person attendance will remain the most common type of participation for Members, the option to join remotely allows for greater attendance.

At the March Meeting of Council, there was consensus that Council was in agreement to allow for hybrid meetings. Staff was directed to amend the Township's Procedural By-law accordingly and bring it back to Council for discussion. See attached draft for the Committee's consideration.

Staff have also added the Traditional Land Acknowledgement Statement to the Procedural By-law.

The amount of time allowed for deputations was discussed at the last Council Meeting. Staff are proposing that the length of time permitted for each deputation be increased from 10 minutes to 15 minutes, and that 20 minutes be provided to Council to ask questions.

OPTIONS

Option #1

Approve the proposed amending by-law to allow for Hybrid Meetings, and other minor amendments.

Summary of Amendments

1. Definition of Hybrid Meetings
2. Additional wording to definition of Quorum of Council
3. Addition of Traditional Land Acknowledgement Statement
4. Amend deputation limit from 10 minutes to 15 minutes. Allow for 20 minutes for questions from Council.
5. Allow for Hybrid Meetings

Option #2

Return to in-person meetings only. This option is not recommended.

STRATEGIC PLAN

This amendment of the procedural by-law is in line with the following Strategic Priorities and Goals of the Township's Strategic Plan:

- **Leadership & Communications**

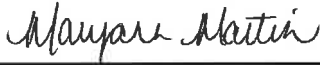
FINANCIAL IMPLICATIONS

None

CONCLUSION

Staff recommend that Council amend Procedural By-law 2017-07, to allow for Hybrid Meetings.

Respectfully Submitted,



Maryann Martin
Municipal Clerk

I concur with this report,



John B. Fior
Chief Administrative Officer

Attachments:

- Draft By-law to Amend Procedural By-law No. 2017-07
- Updated Protocol for Electronic or Hybrid Meetings

THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO

BY-LAW NO. 2022-

A By-law to amend By-law 2017-07, being a By-law for governing the calling, place and proceedings of meetings of Council, Task Forces and Committees of Council for the Township of The Archipelago

WHEREAS Section 238(2) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, requires that every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings; and

WHEREAS Section 238 of the Municipal Act, 2001, S.O. 2001, c.25, has been amended to permit, subject to applicable Procedure By-law providing, electronic participation at meetings of Council, Local Boards or Committees; and

WHEREAS Section 238 of the Municipal Act, 2001, S.O. 2001, c.25, has been further amended to convey that a Member participating electronically in a meeting may be counted in determining whether or not a quorum of Members is present at any point in time and that a Member can participate electronically in a meeting that is open or closed to the public; and

WHEREAS Council for the Corporation of the Township of The Archipelago deems it expedient to amend By-law 2017-07 for this purpose;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO HEREBY ENACTS AS FOLLOWS:

1. By-law 2017-07 is hereby amended as follows:

- i) Section 1.0 DEFINITIONS is hereby amended by adding a new provision:

#25. "HYBRID MEETING" means a proceeding where some members participate virtually and some members participate in-person at meetings.
- ii) Section 1.0 DEFINITIONS is hereby amended by adding addition wording to provision #19 Quorum of Council:

#19 A Member of Council participating virtually or in-person or shall be counted in determining whether or not a quorum of Members is present at any point in time.
- iii) Section 9.0 AGENDA is hereby amended by adding new item to provision #3 a) The Order of Business shall be as follows:

#3 a) Traditional Land Acknowledgement Statement
- iv) Section #13 DEPUTATIONS is hereby amended by deleting Section 13.2 in its entirety and replacing it with the following:

13.2 Each deputation as addressed shall be limited to not more than fifteen (15) minutes. Extensions to these limits will be at the discretion of the majority of Council. Staff will schedule an

additional (20) minutes for questions of Council. There will be no debate of the subject matter presented.

- v) Addition of Section 28.0 HYBRID MEETINGS, as follows;

28.0 HYBRID MEETINGS

1. Members are permitted to attend meetings virtually;
 - a) If a Member is travelling;
 - b) If a Member is ill and not fit to physically attend the Chambers; or
 - c) In the event of poor winter road conditions.
 2. Notwithstanding Section 28, Item 1, Members must attend a minimum of 50% of meetings in-person per year.
 3. Any Member planning on participating remotely must give notice to the Clerk a minimum of three (3) days before the scheduled meeting.
 4. Any Member participating remotely must have their camera on for the entire meeting, with the exception of breaks.
 5. Deputations shall be permitted to participate remotely.
 6. Any meeting may be conducted by a Hybrid Meeting in accordance with this Section, and any Electronic or Hybrid Meeting Protocol, as developed and amended as necessary by the Clerk.
2. That this By-law shall take effect on the final date of passing.

READ and FINALLY PASSED in OPEN COUNCIL this 22nd day of April, 2022.

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

Bert Liverance, Reeve

Maryann Martin, Clerk



Protocol for Electronic or Hybrid Meetings - Open to the Public

The following procedures will be utilized to ensure effective and efficient participation in meetings using electronic means:

1. Attendance will be taken by the Clerk and duly recorded to ensure all participants are recognized in attendance, and to ensure there is a quorum of Council.
2. All Members participating remotely or in-person must comply with the requirements of the Municipal Conflict of Interest Act by declaring a conflict with a specific item(s) on the Agenda. Where a conflict is declared, the Member shall be placed in the waiting room until the matter before Council is finished.
3. Each participant shall ensure there is no background noise at the location from which they are using the electronic means to connect to the meeting.
4. Members will mute their microphone unless they are speaking.
5. Each Member participating by electronic means will inform the Chair of his or her intention to leave the meeting, either on a temporary or permanent basis to ensure a quorum is maintained at all times.
6. In the event that a participant is disconnected from the meeting, that person should reconnect unobtrusively. If the disconnection of a Member causes a lack of quorum, the Chair will recess for a short break, until the Member can reconnect.
7. As long as quorum is maintained the meeting proceeds regardless of attendance of individual Members.
8. Movers and seconders for all motions will be assigned by the Clerk. The Chair will read each motion and indicate the member who is moving and seconding the motion. If a member would prefer to not move or second a particular motion, please advise the Chair at that point. ** Please note, movers and seconders only place the motion on the table for discussion or debate. If a Member moves or seconds a motion, it does not mean they have to vote in favour of it.
9. Once a motion is on the table, each Member shall have an opportunity to address the motion. Members wishing to speak on the matter will raise their hand (virtual or physical). The Chair shall call upon each Member to speak.

Updated April 1, 2022

Members not speaking shall not interrupt those called upon by the Chair. When there are no further speakers to the motion, the Chair shall put the motion to a vote.

10. All Members participating (virtual or physical) will vote by raising their physical hands (beside your face) until it is determined that the motion is carried or defeated.

Protocol for Electronic or Hybrid Meetings Closed to the Public

1. In addition to the protocol for meetings open to the public, all Members participating remotely will ensure that they are situated in a location such that others not permitted to participate in the closed session meetings are unable to hear or see any and all proceedings of the closed session meeting.

Confidentiality must be maintained at all times.

The Township of The Archipelago

Recommendation Report to Council

Report No.: Corp Services-2022-01 **Date:** April, 2022
Originator: J Villeneuve, Manager of Corporate Services
Subject: Township of The Archipelago & Cancode Safety Services Inc.
Contract renewal - By-law Enforcement Services and Fire Prevention Education

RECOMMENDATION

THAT Council authorize staff to execute a new contract between the Township of The Archipelago and Cancode Safety Services Inc., as per the following proposed terms:

- Provision of Bylaw Enforcement Services including bylaw program information and education to residents/visitors ; and
- Delivery of Fire Prevention and Education (support to Assistant to the Fire Marshal (Clerk).

8 month contract @ \$19,200 (\$2400/month)

BACKGROUND / HISTORY

The existing contract for Bylaw Enforcement Services with the Township of The Archipelago and Cancode Safety Services Inc. (Gary Joice) is set to expire as it comes due each year in May. The Township and Cancode Safety Services Inc. have completed several annual renewals in each of the past three years after completing an initial 3-year contract that began in 2016.

Township Staff engaged with by-law activities have enjoyed the working relationship with Mr Joice. Over the previous 6 years with Mr. Joice the Bylaw Program has undergone a significant transformation and it continues to evolve with his support. Mr. Joice and his Cancode Safety Services Inc. has provided the Township's Bylaw program, and the staff members involved with the delivery of this service, with valuable knowledge and expertise.

The proposed contract renewal and its term aligns with objectives highlighted in a report earlier this year by the Township's CAO regarding staffing. Council has supported making an existing seasonal Operations employee full-time in 2022 and seeing them transition into Bylaw Enforcement activities by the end of the year.

ANALYSIS/OPTIONS

1. Option 1
Proceed with finalizing the Contract for Service Agreement.
 2. Option 2
Further address any concerns or interests with the Contract for Service Agreement.
 3. Option 3
Council may choose not to accept the recommendation, resulting in the Township searching for other means to address its organizational Bylaw Enforcement and/or Fire Prevention and Education needs.
-

FINANCIAL IMPLICATIONS

The proposed contract amount of \$19,200 (8 months – end of December 2022) has been established in the Bylaw and Fire Safety budget allocations within the 2022 Operating Budget.

STRATEGIC PLAN


- Protect & Preserve
 - Sustainable & Cost Effective Services
-

CONCLUSION

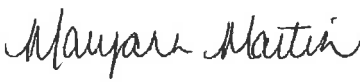
It is recommended that Council approve the findings, as described within the report and direct staff to execute the Contract of Service with the Cancode Safety Inc.

Respectfully Submitted,


I concur with this report.



Joe Villeneuve
Manager of Corporate Services



Maryann Martin
Clerk, Assistant to the Fire
Marshal



John Fior
Chief Administrative Officer

Encl. Contract for Service Agreement – ToA & Cancode Safety Inc.

REPORTING RELATIONSHIP:

Cancode Safety Services Inc. as the Bylaw Enforcement Services coordinator on behalf of its sub-contracted Officers reports to the Township of The Archipelago's Manager of Corporate Services (MCS).

PURPOSE / SCOPE OF THE POSITION:

To provide a response and enforcement services pertaining to the activities associated with Township's regulatory bylaws and interests in matters associated with the Township's by-law program. Periodic assistance to any applicable Provincial and Federal legislation or activities with officers from these organizations may also be included. To provide assistance to the Assistant to the Fire Marshal on fire prevention and education related matters.

- Cancode Safety Services Inc./ co-officers shall be designated as Provincial Offences Officers / Municipal Law Enforcement Officers and Peace Officers under legislation for legal action on applicable By-Laws of the Corporation and per relevant Provincial Offenses Act benchmarks.
- Cancode acknowledges that the affairs of the Township are vested with Township Council.
- Cancode maintains confidentiality of ratepayers, fellow employees, Township's Administration and Council in the context of the Municipal Freedom of Information and Protection of Privacy Act and individual rights and privileges.

RESPONSIBILITIES:

- Respond to complaints regarding alleged violations of Bylaws of the Corporation.
- Conduct investigations into reported situations or allegations which indicate a violation of a Bylaw is currently taking place - or has occurred.
- Undertake enforcement activities associated with any violations of bylaws.
- Provide information and education where necessary on regulated activities, bylaws and enforcement specifics to ratepayers and/or any individuals within the limits of the township.
- Enforce By-Laws through the Municipal Act (MA), and/or the Provincial Offenses Act (POA) Part 1, and/or Part 3, as required.
- Review and makes necessary recommendations to existing and proposed bylaws.
- Undertake a field patrol covering all public roads for each sector (North and South) once per month.
- Submit monthly Activity Reports to MCS.
- Provide a Year-end report on Bylaw Enforcement Activities to MCS.
- Attend meetings of Council, as requested.
- Attend Ratepayer Association meetings or special events dictated by the MCS or Township Clerk (not exceeding 10) to deliver a Bylaw and/or Fire Prevention presentation provided by the MCS and/or the Community Fire Safety Officer.
- To assist with the creation of Fire Prevention and Public Education materials, in consultation with the Community Fire Safety Officer.
- Cancode and its on-duty with assigned Officers shall operate and conduct themselves in line with terms described in Schedule A and, more specifically, the Standard Operational Protocols, set out in Appendix 2.
- Perform such other related duties as may be reasonably required.

WORKING CONDITIONS:

- Nature and variety of duties place this position in a high public profile.
- Assigned on-duty Officers shall operate in-line with the Standard Operations Protocols (SOP's), as outlined in Appendix "2".
- Stress is periodically a factor because of the reality of potential conflict with citizens as to their need to comply to the enforcement criteria set out in the Bylaw(s). Therefore the protocols profiled in Appendix "2" should be followed.
- Required to work outdoors in all weather conditions.
- Maintain an on-call schedule to ensure availability of By-Law Enforcement Officer(s) as required.

WORKING RELATIONSHIPS:

- Cancode Safety Services Inc. as the Bylaw Enforcement Services Coordinator on behalf of its sub-contracted Officers manages the activities of all its Officers.
- Cancode Safety Services Inc. as the Bylaw Enforcement Services Coordinator reports to the Township of The Archipelago's Manager of Corporate Services (MCS).
- Cancode Safety Services Inc. as the Bylaw Enforcement Services Coordinator interacts and receives assignments and direction only from the Administrative group of the Corporation (Managers, CBO, Clerk, CAO) with respect to the following:
 - Receiving internal assignments, direction and guidance.
 - Exchanges of technical or personal information.
 - Support exchange on behalf of the Corporation to other organizations.

*Timely and accurate Progress Reports are required by the Administrative group for these matters.
- Cancode Safety Services Inc. as the Bylaw Enforcement Services Coordinator on behalf of its sub-contracted Officers interact directly with the public with respect to:
 - Fielding inquiries, education/explaining the content of legislation and bylaws, and applying the objectives on the township's bylaw program.
 - Promoting compliance and enforcement of bylaws and regulated activities when required.
- Cancode Safety Services Inc. as a support for Fire Prevention and Public Education, reports to the Township of The Archipelago's Community Fire Safety Officer.

KNOWLEDGE AND SKILL:

- Relevant and responsible experience in By-Law enforcement (back ground / experience of all assigned Officers is available on request).
- High initiative and self-direction.
- Excellent knowledge of Corporation's By-Laws and Provincial legislation.
- Awareness of municipal operations.
- Excellent analytical, organization and communication skills.

IMPACT OF ERROR:

Validated errors in judgment and in the conduct of duties could result in the inequitable application of By-Laws and possible liability and/or costly insurance claims. At minimum, errors could result in lost credibility and poor public relations. Therein result in the dismissal of the Officer.

End of Appendix '1'

SCHEDULING AND RECEIVING / RESPONDING TO CALLS:

- Officers will be advised and provided with a schedule maintained by Cancode identifying when they are subject to being called out as primary or as a backup role.
- Scheduled “on-duty” Officers should be available to proceed to a new call within 20 minutes- subject to them being already involved in a previously assigned call, and/or the apparent public safety concern of the new call.
- Officers shall make note (either written or recorded) of both the date & time of them receiving a call and arriving in the immediate vicinity of the call.
- Similarly, a written or recorded record of the “caller’s” name - their location and their phone contact number should be requested. If requested information is decline by the caller, make note of circumstances.
- If the information received from the reporting caller and/or from observations obtained when arriving at a scene, or while on patrol; indicates a threat to persons or property, then the Officer should have in place or initiate appropriate backup support as profiled under the enclosed protocol section.
- Subject to the circumstances- Before entering onto the property, make both visual and audio assessment of the scene supported with camera / audio-visual device(s). Leave recording device ON while you are on the property.

PUBLIC IMAGE:

- When responding to, arriving at, and when entering onto property to investigate a complaint or taking any formal action to resolve a complaint, the Officer(s) should:
 - Proceed from Officers vehicle to door of residence, “or”- deck /lawn area if persons are first visual outside. (Have recording device activated)
 - Be In uniform, (“after dark”-wear a distinctive reflective vest); verbally announce “Municipal Law Enforcement Officer” as you approach person(s) on-site; - be prepared to provide appropriate Identification (business card / photo ID / formal badge).
 - Politely ask to speak with the owner, or the on-site person currently in charge of the property.
 - Advise site “primary person” that because you are on a formal call, the “occurrence situation” is subject to being recorded.
 - Subject to site conditions, do not enter “into” actual residence- Unless invited, or permission is given. Always maintain a close to exit position.
 - Explain that you are there as a result of: on observation made by you while on patrol, and/or a complaint or complaint(s) received- regarding the reported or observed situation (Do Not provide name or specific location of a complainant.)
 - Subject to situation circumstance; advise site rep that: as a Peace Officer per the Police Services Act, you are required to investigate situations which indicate a possible violation of a “Provincial Offense relative to a Municipal Regulation” / Bylaw benchmark.
 - Subsequently (subject to your observations) advise the primary site representative of the applicable compliance benchmarks.
 - Often -with multiple persons on site, - alcohol or drugs may be involved. Subsequently many persons may interrupt or decline cooperation. - Be patient and request to speak with the Primary person (Renter/Guest /Owner)- “Away from main group”.
 - Advise “primary” of the actions needed by He/ She and others in the Group, to neutralize the violation circumstance.
 - Advise “ the onsite primary” that, since this is an On-Record occurrence, you as attending Officer, are required to document the appropriate identification of the on-site person currently overseeing and responsible for the property; and that information includes: Their full name / Their permanent residential address/ their contact phone number.* If they are confrontational-politely advise them that- failure to co-operate could result in charges being laid under “ Provincial Obstruction regulations”

- “Subject to your observations” and the apparent violation severity of the situation; advise the “primary” that charges may be laid, OR that a formal documented warning is applicable. Then- advise “site primary” that you appreciate their assistance and that are returning to your vehicle to cross check the regulations, and will be back shortly.
 - At vehicle determine (per circumstances) whether a POA charge or a Formal warning is appropriate, and document accordingly.
 - Return to residence and formally describe and serve the POA or NOV paperwork, to the site primary representative.
 - Our goal is to obtain compliance through cooperation
- NOTE:
- (1) If accompanied by support Officer-said support Officer (during the above & subject to scene situation)- the support Officer will strive to interface with other persons on-site in a congenial format/make situation observations while also maintaining close visual of the lead Officer.
 - (2) If circumstances are such that there appears to be limited or no cooperation from the “on-site primary” and/or others, AVOID confrontation/ stay CALM!
 - (3) Politely advise site primary and others- that their failure to co-operate - requires you return to your vehicle and radio for appropriate back up. (OPP / Fire Dept. etc.) and that both the persons on-site AND the owners of the property may be held liable for all related charges & costs.
- Refrain yourself and/or co-Officer from getting into a confrontation style mode, back off, leave property and call for OPP assist. (make notes forthwith)
 - The operational key to our on scene actions is to achieve both regulatory & public safety compliance by cooperation and professional interaction.

End of Appendix ‘2’

Appendix '3' - Remuneration

The Township shall pay to the Cancode Safety Services Inc for the term, the sum of \$19,200 for the services as By-law Enforcement Officer, to be paid in equal consecutive monthly instalments of \$2,400., plus HST if applicable, each commencing on the last business day of May, 2022 and thereafter on the last business day of each succeeding month to and including the last business day of December, 2022.

In addition to the payment aforesaid, the Township shall allow Cancode Safety Services Inc. reasonable and necessary access to Township owned services and equipment (Subject always to reasonable priorities of the Township as determined from time to time by the Manager of Corporate Services of the Township) including, but not limited to, record keeping material, required clerical services, required reasonable and necessary proper personal identification.

Upon termination of this contract for any reason the Cancode agrees to return the aforesaid and any other Township owned equipment and to give such up to the Township in proper working order. The Cancode Safety Services Inc. hereby agrees to indemnify the Township for any loss of or damage to such equipment, save and except reasonable wear and tear.

COSTING Foundation for (MAY 2022 through DECEMBER 2022)

Cancode Safety Services Inc. will provide the Bylaw Services for jurisdiction of The Archipelago Township and includes 24/7 call out coverage for each year. This includes two (2) officers for night / high risk calls.

<u>ROLE:</u>	<u>BASED ON</u>
24/7 Officer(s) on standby per info interact with Public/Admin.	\$600 per mo.
Prevention Patrols/ Public relations & site checks	Avg. 175 hr./Yr. @ \$30/hr
Occurrence(s) response & continued investigation if req'd	Avg. 175 hr./Yr.@ \$30
Admin/ Reports / informal - Occ. "resolve" of issues	Avg. 110 hr./Yr.@ \$30
Vehicle/Mileage/S&M	allow 8000 km
Operational Support (Com./office/supplies)	allow \$280/mo.

This 2022 contract continues to include:

- General Patrol (one man) of up to 6+ hrs. per week. (Normally weekends, during peak season) of potential problem locations as identified and mutually agreed upon for higher area occupancy times of year – (mid-May through mid-September). This plan also includes- attending sector(s) ratepayers meetings for info exchange and obtaining their support & inputs re By-Law concerns, (Note patrol observations. also done while going to/from all occurrence calls.)
- Handle all routine and special needs occurrences / investigations as required.
- Input (per activities and occurrence reports) into bylaw upgrades and annual program summary.
- Occurrence's related reports files etc. including – when needed-Court document preparation and Court attendance, (on a case by case basis & as directed by Administration/Council). Plus ongoing interaction with MNR / OPP & your Building Code / Waste Management / Roads Dept. personal -as needed.
- Provide ongoing updates / reports of activities to administration, as requested.
- Monitor changes in related regulations & provide reports/suggested updates to affected By-Laws in order to maintain court acceptable content/wording to provide foundation to enforce successfully.
- On a Quarterly basis, in concert with Township Administration, provide an activities report, therein flag all issues/time factors/costs/problem issues identified, through said time period; c/w suggestions to improve services going forward.
- Liaise with and interact with: Dept. Heads, Clerk /CAO/ Manager of Corporate Services/ Dept. Supervisors', re: above reviews and attend as requested to Council meetings.
- Provide a detailed year end annual report for Administration and Council.
- Attend, as agreed, public events to provide public relations information and assist when applicable.
- Interact with / provide information to ratepayer related enquires info & investigate as appropriate.
- Mentor / coach municipal bylaw enforcement employee.

End of Appendix '3'

SCHEDULE 'A' TO BY-LAW 2022-

THIS AGREEMENT made as of the 22nd day of April 2022.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

hereinafter called the "Township", of the first part;

AND

Cancode Safety Services Inc. of Parry Sound Ontario,

hereinafter called " Cancode ", of the second part;

WHEREAS Cancode has been contracted to provide By-law Enforcement Services since 2016 on a fixed term contract; and

WHEREAS the Township has identified an need for assistance with the delivery of fire prevention and education; and

WHEREAS the Township is desirous of offering a contract for service to Cancode for Municipal By-law Enforcement and Fire Prevention and Education Services for the remainder of 2022 – an eight (8) month term; and

WHEREAS Cancode acknowledges and accepts that he shall be under the direction and supervision of and will report to the Manager of Corporate Services and the Municipal Clerk; and

WHEREAS this contract for service has been entered into in order to govern the employment relationship between Cancode and the Township and to ensure that the terms and conditions of the contract will be mutually understood by the parties;

NOW THEREFORE THIS SERVICE CONTRACT WITNESSETH that in consideration of the foregoing premises, the mutual terms and conditions herein set forth and other good and valuable consideration, the parties agree as follows:

APPOINTMENT

1. The Township hereby agrees to engage the services of Cancode for the provision of Bylaw Enforcement Services and Fire Prevention and Public Education Services upon the following terms and conditions, which are hereby agreed to by Cancode.

TERM

2. The term of this contract shall be a seven (8) month term, commencing on the 1st day of May 2022 and automatically terminating on the 31st day of December 2022, unless terminated prior to that date in accordance with Section 7.

DUTIES AND RESPONSIBILITIES

3. The duties and responsibilities of Cancode are set out in the “Duties and Responsibilities” attached hereto as Appendix “1” and forming part of this agreement.

PERFORMANCE

4. Providing By-law Enforcement Services may involve identifying circumstances or situations which may put persons or property at risk or involve identifying possible circumstances which indicate a potential risk to the By-law Enforcement Officers or to the Township, Cancode will therefore adhere to the ‘Standard Operational Protocols (SOPs)’ attached hereto as Appendix “2”

REMUNERATION

5. The remuneration for the contracted services shall be as detailed in the attached hereto as Appendix “3” and forming part of this agreement.

CONFIDENTIALITY

6. Cancode and its assigned By-law Enforcement Officers hereby agree to be bound by the Privacy Act, the Police Services Act, and the Code of Conduct policies of the Township. Cancode will not make use of or disclose any confidential information or documents.

TERMINATION

7. Cancode may terminate this agreement on sixty (60) days written notice to the Township. The Township may terminate this agreement prior to the end of the term, on sixty (60) days written notice.

NOTICE

8. Any notice to be given must be in writing and will be sufficiently given if delivered, or mailed by prepaid registered post as follows:

(a) to the Township:

9 James St.
Parry Sound, ON P2A 1T4

(b) to Cancode:

c/o Gary Joice, President, Cancode Safety Services Inc.
91 Hammel Ave
McDougall, ON P2A 2W9

IN WITNESS HEREOF the Party of the Second Part has hereunto set his hand and the Manager of Corporate Services and the Clerk of the Party of the First Part have hereunto set their hands, all as of the date and year first above written.

SIGNED AND DELIVERED
in the presence of

) TOWNSHIP:
) THE CORPORATION OF THE
) TOWNSHIP OF THE ARCHIPELAGO
)
)
) Per: _____
) Name: Joe Villeneuve
) Title: Manager of Corporate Services
)
)
) Per: _____
) Name: Maryann Martin
) Title: Clerk, Community Fire Safety Officer
)
) Date: _____
)
)
) CANCODE:
) CANCODE SAFETY SERVICES INC.
)
)
) Per: _____
) Name: Gary Joice
) Title: President
)
) Date: _____



TO: Chair Frost and Members of the Planning & Building Committee

FROM: Cale Henderson, Manager of Development & Environmental Services

DATE: April 21, 2022

RE: Planning Report - Crown Land Road Application
46 & 48 Raby's Road

RECOMMENDATION

It is recommended that Council support the proposed road over Crown land to maintain access to two residential properties in the Naiscoot Lake Neighbourhood.

BACKGROUND

An application has been made to the Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNR) to realign a portion of Raby's Road, a privately maintained road, in order to maintain road access to two residential properties. The current alignment of Raby's Road traverses an adjacent private property, 44 Raby's Road, and the proposal will realign a portion of Raby's road onto Crown Land, away from 44 Raby's Road. The Municipality's comments are required as part of the application.

PLANNING INFORMATION

Ward:	1
Official Plan Neighbourhood:	Naiscoot Lake
Existing Uses:	Crown land
Neighbouring Uses:	Crown land & Residential

PROPOSAL

The proposal is to construct an access road, extending from Raby's Road, North-Easterly approximately 400 metres (1300 ft) to the applicant's properties on Naiscoot Lake. The Work Permit application is attached as Appendix 'A' and the indemnification agreement as Appendix 'B'.

POLICY REVIEW

Official Plan

Section 13.10 of the Official Plan states:

'In keeping with the preservation of the water-based character of the Township, the development of private roads, or access roads over Crown land, or extensions to existing roads will be discouraged with the exception of those roads over Crown land used for resource access, and except as herein provided in this section.'

Further, Section 13.13 of the Official Plan states:

'Consideration may be given to the development of private roads, or access roads over Crown land, or extensions to existing roads, in the following "Neighbourhoods":

vi) Naiscoot Lake'

Section 13.14 of the Official Plan States:

In those neighbourhoods or parts of neighbourhoods where private roads, or access roads over Crown land, or extensions to existing roads may be considered, the following policies shall apply:

a) Where a road or part of a road crosses Crown land, the proponents must confirm that the Province has no objection to the road application.

The Ministry of Northern Development, Mines, Natural Resources and Forestry is the approval authority for the portion of road on Crown land. The road cannot be constructed until approval is received from the Ministry and Municipal comments are required prior to receiving provincial approval.

b) All road applications must be accompanied by an environmental review to determine any impacts on the natural environment. The environmental review should include but not necessarily be limited to determining:

- i. impacts on any wildlife habitat;*
- ii. impacts on fisheries;*
- iii. impacts on wetlands;*
- iv. impacts on drainage patterns;*
- v. impacts on groundwater and/or surface waters;*
- vi. appropriate mitigation measures, both during and after construction to ensure protection of the environment.*

As part of the Work Permit application the Ministry will complete an environmental review of the proposed road. The Ministry will only approve the road should the results of the environmental review support the proposed road.

c) Road applications shall be required to address issues, problems and concerns related to need, impact on marina facilities and any other relevant planning matters including the nature and scope of any public consultation, circulation to the public and relevant agencies.

The proposed road will address the issue of the existing road crossing 44 Raby's Road.

d) Road proponents are required to confirm that at least two thirds of the users of the proposed road support the road.

The proposed road is to access two properties, both of which support the proposal.

e) Road proponents will be required to obtain approvals from relevant agencies from all levels of government including, the public works superintendent, the MTO, the MNR and the Department of Fisheries and Oceans.

The applicants are in the process of gaining approvals from the Ministry of Northern Development, Mines, Natural Resources and Forestry. Prior to the Ministry providing their final approval, they require comments from the Township. As the road is going to be accessed from an existing private road on Crown land, approvals are not required from the public works superintendent or the MTO.

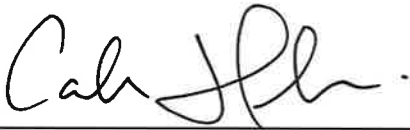
f) All owners of properties that will be accessed by a private road, or an access road over Crown land, or extensions to existing roads, enter into an agreement with the Township, to be registered on title of all of these affected properties, to indemnify the Township and all other public bodies of all responsibility for any maintenance of the road and all liability for any use of the road and alleged failure to provide emergency services or any other public services that were not being provided at the time of the creation of the road.

A draft indemnification agreement has been prepared and the owner will be required to enter into the indemnification agreement, which will be registered on title, should the road be approved.

CONCLUSION

The proposed road appears to conform to the Official Plan and it is recommended that Council provide its support for the proposed road realignment, subject to the owners of 46 & 48 Raby's Road entering into the appropriate indemnification agreement with the Municipality.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Cale Henderson', written over a horizontal line.

Cale Henderson, MCIP, RPP
Manager of Development &
Environmental Services

NDMNRF Work Permit Application
46 Raby's Road and 48 Raby's Road

- Ministry of Natural Resources

Attention Mr. Dean Timson

Re Raby's Road N45 38.77 / W080 25.10 over crown land to N45 38.817 / W080 24.969. The proposed road would be less than 400 meters in length ending at our property lines.

It would require the removal of 56 trees without disturbing or crossing any water bodies or streams. The closest this proposed road comes to Naiscoot Lake is 135 feet. Should this road require gravel the local contact would be Mr. Russ Bouche of Britt and or Adams gravel pit.

Myself Paul Schonenberger and Mr. Peter Heming are situated on a peninsula as the attached topographic map shows where we have had road access with the previous owner of 44 Raby's Road since 1984.

The present owner of 44 Raby's Road, Mr. Ron and Mrs. Nancy Barr have continually insinuated to cut us off and/or block our access at any future time where the Crown Land and their property meet.

Myself Paul Schonenberger and Mr. Peter Heming wish to calm these issues down with an amicable solution avoiding any future conflicts. We have tried to navigate the proposed road around the Barr property and over Crown Land in the least invasive way possible. Showing respect for both the environment and our neighbours with minimal effect on the area.

The proposed road entrance off Raby's Road N45 38.774/ W080 25.110 was once a parking spot in the 60's and 70's used by the former cottage owner Mr. Hans Bruhin as well as others. Loggers, railroad employees and also a lodge, as well as current hunters have travelled over the same location that I am now navigating the proposed road through. I have also found a dumping site in the area which I have cleaned up.

We are trying to disturb the area as little as possible and to use some of the same footprints as already present.

Peter and I will be sharing this road to the back of our properties. We are applying for this access application because we believe that we have no other choice at this time.

Thank you for your consideration

Paul Schonenberger (46 Raby's Road)

Peter Heming (48 Raby's Road)

Municipal Comment Form

Application for a Work Permit under *Public Lands Act*

In the matter of: PS-2021-PLA-00088 (PAUL Schonenberger)
An application for a work permit to construct a road, trail, or water crossing. (Peter Hemming)

We the Municipality of _____
Have reviewed the proposal submitted by _____

And, (please check the appropriate box)
☐ The intended use conforms to our planning policies

☐ The intended use does NOT conform to our planning policies

Comments

Name of Municipal Official: _____

Title: _____

Signature: _____

Date: _____

Paul Schonenberger 46 Rabys Road
Peter Hemming 48 Rabys Road

PS-2021-PA-00088

Application for Work Permit – Part 1

1. Personal Information

Last Name of Applicant Click or tap here to enter text. Schonenberger		First Name of Applicant Click or tap here to enter text. Paul	Middle Initial Click or tap here
Business Telephone Number Click or tap here to enter text.		Residence Telephone Number Click or tap here to enter text.	
Unit Number Click or tap here	Street Number Click or tap here	Street Name Click or tap here	PO Box Click or tap here
City/Town Click or tap here to enter text.		Province Click or tap here to enter text.	Postal Code Click or tap here

2. Site Contractor or Person in Charge

Last Name Click or tap here to enter text. Schonenberger		First Name Click or tap here to enter text. Paul	Middle Initial Click or tap here
Business Telephone Number Click or tap here to enter text.		Residence Telephone Number Click or tap here to enter text.	
Unit Number Click or tap here	Street Number Click or tap here	Street Name Click or tap here to enter text.	PO Box Click or tap here
City/Town Click or tap here to enter text.		Province Click or tap here to enter text.	Postal Code Click or tap here

3. Type of Work Proposed Indicate and complete the appropriate additional part(s)

- ☒ Building Construction ☐ Work on Shore lands ☐ Work within a waterbody ☒ Roads, Trails, Water Crossings

4. Location Information Indicate and complete the appropriate additional part(s)

Township, Municipality, Lot and Concession, Location, Subdivision or Mining Claim or U.T.M. No.

Click or tap here to enter text.

Harrison Township Archipelego Naiscoot Lake

Other Location Information Click or tap here to enter text. 46 Raby's Road	Number or Workers on Site Click or tap here to enter text. 1
---	---

5. Private Land

Private Lands of – Applicant

- ☒ Yes ☐ No ☐ Other (please specify) Click or tap here to enter text. Lot 60 - 46 Raby's Road

6. Effective Dates (s)

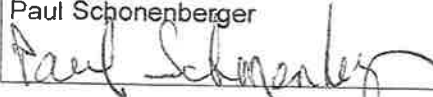
Start Date (yyyy/mm/dd) Click or tap here to enter text. 2021/08/01	Finish Date (yyyy/mm/dd) as approved Click or tap here to enter text. 6 mths to 10 mths
--	--

7. Equipment Information

Equipment to be used (specify)

Click or tap here to enter text.

ATV and trailer chainsaw small farm tractor

Signature of Applicant Paul Schonenberger 	Position applicant/property owner	Date (yyyy/mm/dd) 2021/06/27 Click or tap here to enter text. 2021/06/27
---	--------------------------------------	---

PS-2021-PLA-00088

Signature of Contractor (if any) Paul Schonenberger <i>Paul Schonenberger</i>	Position Click or tap here to enter text. applicant / property owner <i>A</i>	Date (yyyy/mm/dd) 2021/06/27 Click or tap here to enter text.
---	--	--

Personal information on this form is collected under the authority of Section 13 of the *Public Lands Act*, R.S.O., 1990 and Ontario Regulation 453/96 as amended and Ontario Regulation 975 as amended, and the information will be used for the purposes of the Act and Regulations. Questions about this information should be directed to the local MNRF office. MNRF office addresses and phone numbers are listed on the reverse of this form. I/We hereby agree to rely solely upon the terms and conditions of the written work permit issued pursuant to this application. Any changes, amendments to the written work permit must be approved in writing by MNRF.

I certify the information given in this application is true.

Application for Work Permit – Part 4

1. Purpose

- a. Access to private property Yes ☒ No ☐
- b. Access for resource extraction (i.e. mining, logging, aggregate) Yes ☐ No ☒
- c. Other (specify) *Click or tap here to enter text.*

2. Type (check applicable box) ☒ Summer ☐ Winter ☐ Year Round ☐ Haul Road ☐ Trail ☐ Other

3. Project Details

Length Click or tap here to enter text. 400 meters	Travelled Road Width Click or tap here to enter text. <i>10/12 feet</i>	Right-of-Way Width Click or tap here to enter text. <i>12 feet</i>	Length of Time Required <input type="checkbox"/> Long Term <input type="checkbox"/> Short Term No. of Months <i>6 months to 1 year</i>
--	---	--	--

4. Who will be responsible for maintenance?

Indicate person(s), company, association, etc.
Click or tap here to enter text.
Paul Schonenberger

5. Source Gravel/Fill

Please indicate intended source, if any ☐ Not required

Click or tap here to enter text.

course gravel and sand *local gravel pit (Adams)*

6. Water Crossing (letters refer to sample sketch on following pages)

Stream Name Click or tap here to enter text. <i>NO RE</i>			
Road Name Click or tap here to enter text. <i>X</i>		Type of Fill to be Used at Crossing Click or tap here to enter text.	
Site conditions Click or tap here to enter text.			
Flood Plain Width (A) Click or tap here to enter text.	Water Width (B) Click or tap here to enter text.	Water Depths (C, D, E) Click or tap here to enter text.	Measured Flow Velocity (ft/sec or m/sec) Click or tap here to enter text.
Foundation Soil Description Click or tap here to enter text.			

7a. Bridge (complete section if applicable)

Length (F) Click or tap here to enter text.	Clearance (G) Click or tap here to enter text.	Clear Span (H) Click or tap here to enter text.	Crib Height (I) Click or tap here to enter text.	Crib Width (J) Click or tap here to enter text.	Deck Width (K) Click or tap here to enter text.
Stringer Type Click or tap here to enter text.					
Stringer Spacing Click or tap here to enter text.					
Deck Details Click or tap here to enter text.					
Wear Surface (M) Click or tap here to enter text.					
Curb Details (N) Click or tap here to enter text.					
Guide Rail Details (O) Click or tap here to enter text.					

PS-2021-PA-00088

7b. Culvert (complete section if applicable)

Culvert Diameter Click or tap here to enter text.	Culvert Length Click or tap here to enter text.	Road Fill Height Above Creek Bottom Click or tap here to enter text.
---	---	--

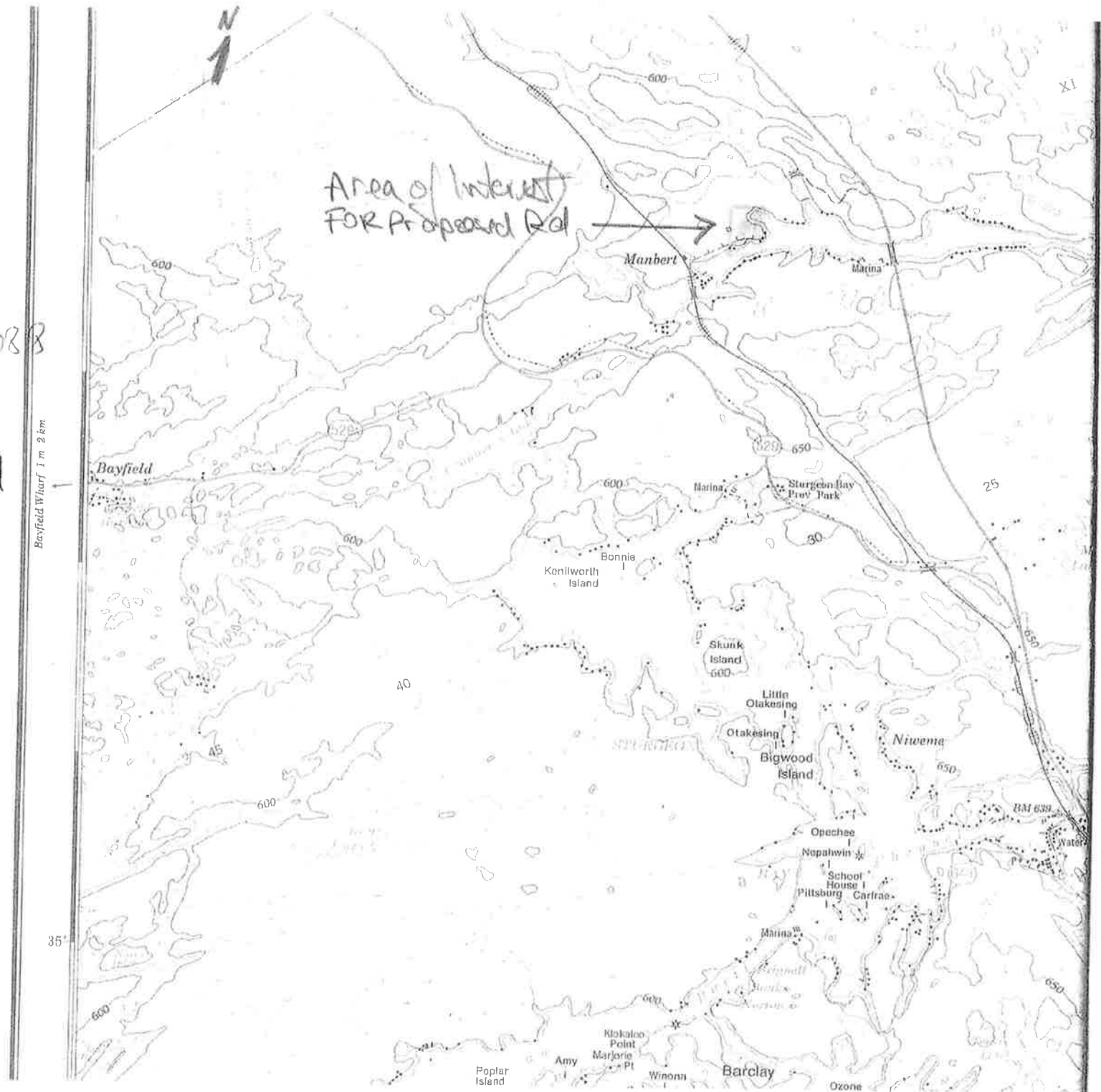
No culverts

No blasting

No crossing any water bodies/creeks etc

- mostly use natural sand base with 2"-3" coarse granular material for top layer where needed.
- require 2 ditches
 - one 10ft long
 - one 25ft long

PS-2021-PLA-00088
 46 Rabys Road
 Work permit for Road
 Naracoorte Police
 Paul Schonenberg
 Peter Heming
 48 Rabys Road

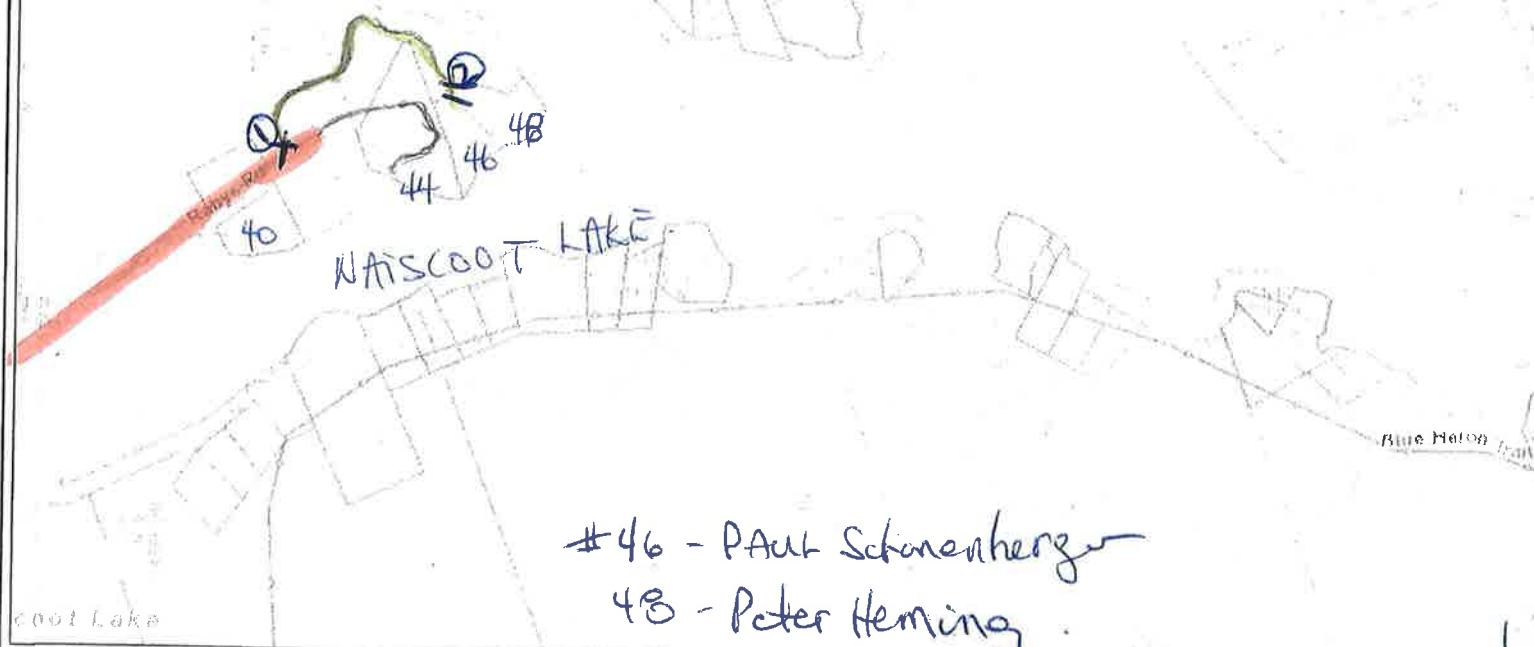


Proposed Road for PS-2021-PhA-00088

① start point of road - N45 38 774
W080 25 110

② END point of road - N45 38 817
W080 24 969

purpose: to go around lot 44 in NAISCOOT lake
archipelago 4905 township



#46 - Paul Schonenberg
48 - Peter Hemming

Legend

- Building as Symbol
- Building to Scale
- Airport
- Helipad / Hospital Helipad
- Scapherie Bays
- Ferry Route
- Trail Head / Trail
- Railway / Train Station
- Railway with Bridge
- Railway with Tunnel
- Road (Major - Minor)
- Winter Road
- Road with Bridge
- Road with Tunnel
- Primary, Kings or 400 Series Highway
- Secondary Highway
- Tertiary Highway
- District, County Regional or Municipal Road
- Toll Highway
- One Way Road
- Road with Permanent Blocked Passage
- Road with Access Rungs
- Hydro Line, Communication Line or Unknown Transmission Line
- Natural Gas Pipeline, Water Pipeline or Unknown Pipeline
- Spot Height
- Index Contour
- Contour
- Wooded Area
- Wetland
- Waterbody
- Waterbody Elevation
- Watercourse
- Falls
- Rapids
- Rapids & Falls
- Rapids
- Rocks
- Lock Gate
- Dam / Hydro Wall
- Dam / Hydro Wall
- Provincial / State Boundary
- International Boundary
- Upper Tier / District
- Municipal Boundary
- Lower Tier / Single Tr
- Municipal Boundary
- Lot Line
- Indian Reserve
- Provincial Park
- National Park
- Conservation Reserve
- Military Lands

0 0.4 km

Projection: Web Mercator

The Ontario Ministry of Natural Resources and Forestry shall not be liable in any way for the use of, or reliance upon, this map or any information on this map. This map should not be used for: navigation, a plan of survey, routes, nor locations.

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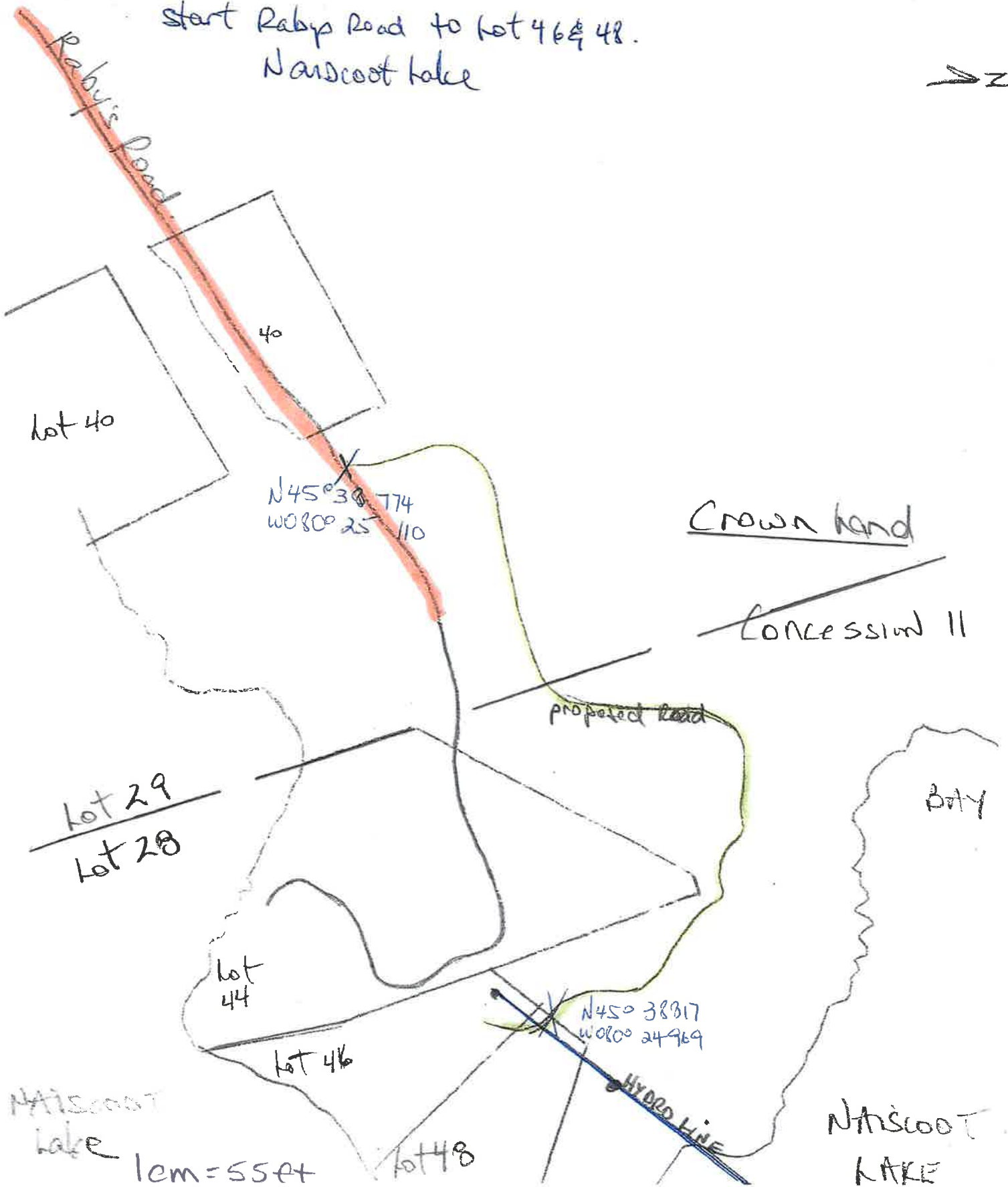
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Proposed Road
PS-2021-PLA-00088

start Rabys Road to lot 46 & 48.
Nanscoot lake

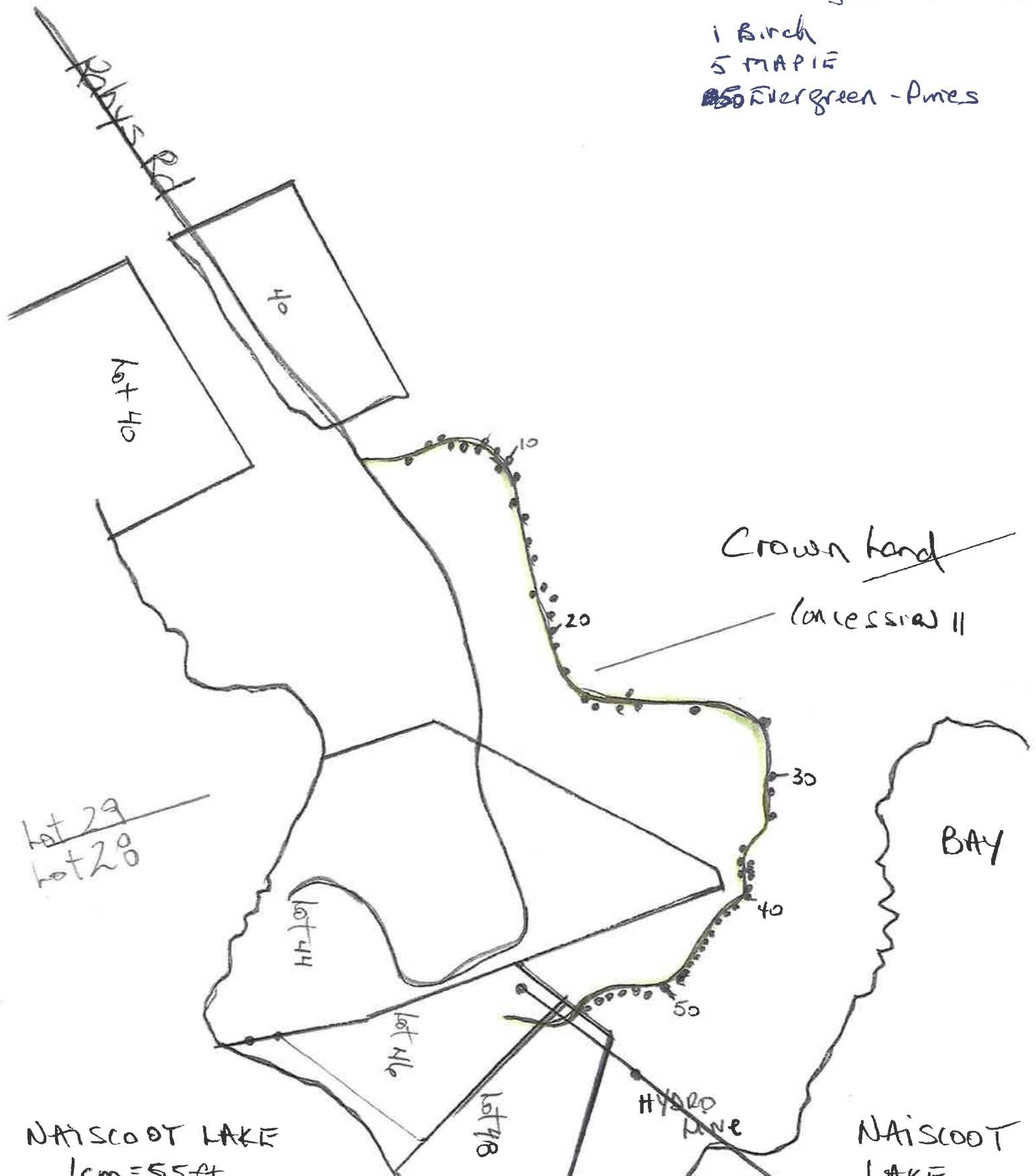
→ Z



Proposed Rd
PS-2021-PA-00088

56 TREES TO BE CUT
with GPS locations
Next Pages to follow.

1 Birch
5 MAPLE
450 Evergreen - Pines



Proposed Road Application PS-2021-PA-00080 ^①

start

N 45° 38 774
W 080° 25 110

at Raby Road past lot 40
on hill crest.

GPS

TREE

locations

① N 45° 38 778

W 080° 25 117

② N 45° 38 781

W 080° 25 115

③ N 45° 38 786

W 080° 25 116

④ N 45° 38 783

W 080° 25 120

⑤ N 45° 38 784

W 080° 25 116

Proposed 10ft long ditch
at this point.

⑥ N 45° 38 786

W 080° 25 117

⑦ N 45° 38 790

W 080° 25 119

⑧ N 45° 38 796

W 080° 25 121

⑨ N 45° 38 797

W 080° 25 115

⑩ N 45° 38 799

W 080° 25 113

⑪ N 45° 38 801

W 080° 25 108

⑫ N 45° 38 807

W 080° 25 107

⑬ N 45° 38 810

W 080° 25 105

⑭ N 45° 38 813

⑮ W 080° 25 109

Paul Schenberger 46 Raby Rd
Peter Heming 48 Raby Rd

2 TREES But one Gate

(2)

Proposed Road Application PS 2021-PA-00088

(16) N 45° 38 814

W 080° 25 109

TREE GPS locations to be cut.

(17) N 45° 38 813

W 080° 25 107

(18) N 45° 38 817

W 080° 25 104

(19)

N 45° 38 816

W 080° 25 101

proposed 25' long ditch

at N 45° 38 824

W 080° 25 095

(21) N 45° 38 828

W 080° 25 084

(22)

N 45° 38 828

W 080° 25 086

(23) N 45° 38 829

W 080° 25 078

(24)

N 45° 38 827

W 080° 25 075

(25) N 45° 38 826

W 080° 25 074

(26) N 45° 38 829

W 080° 25 072

(27)

N 45° 38 837

W 080° 25 074

(28) N 45° 38 839

W 080° 25 070

(29)

N 45° 38 851

W 080° 25 053

(30) N 45° 38 854

W 080° 25 041

Paul Schenberger 46 Rabyn Rd
Peter Fleming 48 Rabyn Rd

③

Proposed Road Application PS-2021-PA-00088

- ③① N 45° 38 847
W 080° 25 040 TREES with GPS location to be cut.
- ③② N 45° 38 849
W 080° 25 027
- ③③ N 45° 38 840
W 080° 25 023
- ③④ N 45° 38 844
W 080° 25 017
- ③⑤ N 45° 38 845
W 080° 25 017
- ③⑥ N 45° 38 845
W 080° 25 007
- ③⑦ N 45° 38 845
W 080° 25 009
- ③⑧ N 45° 38 845
W 080° 24 999
- ③⑨ N 45° 38 849
W 080° 25 000
- ④⑩ N 45° 38 845
W 080° 24 996
- ④⑪ N 45° 38 846
W 080° 24 996
- ④⑫ N 45° 38 842
W 080° 24 995
- ④⑬ N 45° 38 841
W 080° 24 992
- ④⑭ N 45° 38 841
W 080° 24 991
- ④⑮ N 45° 38 839
W 080° 24 991

Paun Schonenburg 46 Rel. p. 1d
Peter Hemming 48 Rel. p. 1d.

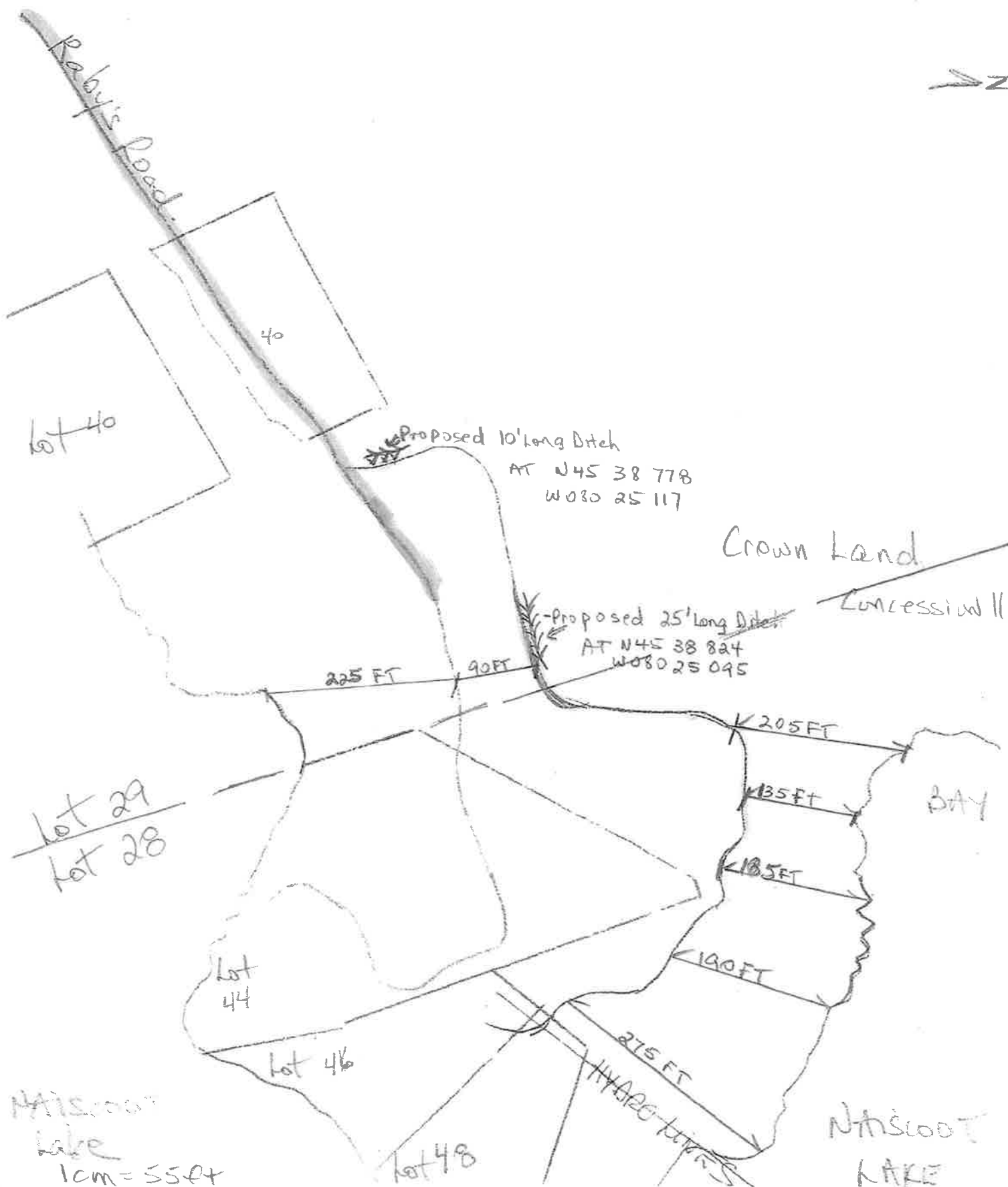
Proposed Road Application PS-2021-PHA-00088

- TREE (46) N 45° 38 840
W 080° 24 988
- (47) TREES with GPS locations to be cut
N 45° 38 840
W 080° 24 987
- (48) N 45° 38 837
W 080° 24 977
- (49) N 45° 38 836
W 080° 24 976
- (50) N 45° 38 835
W 080° 24 975
- (51) N 45° 38 833
W 080° 24 973
- (52) N 45° 38 829
W 080° 24 974
- (53) N 45° 38 825
W 080° 24 973
- (54) N 45° 38 821
W 080° 24 974
- (55) N 45° 38 819
W 080° 24 972
- (56) N 45° 38 817
W 080° 24 972

Finish by lot line 46 to 48 N 45° 38 817
W 080° 24 969

PAUL Schenkerger 46 Baby Rd
Peter Haming 48 Baby Rd

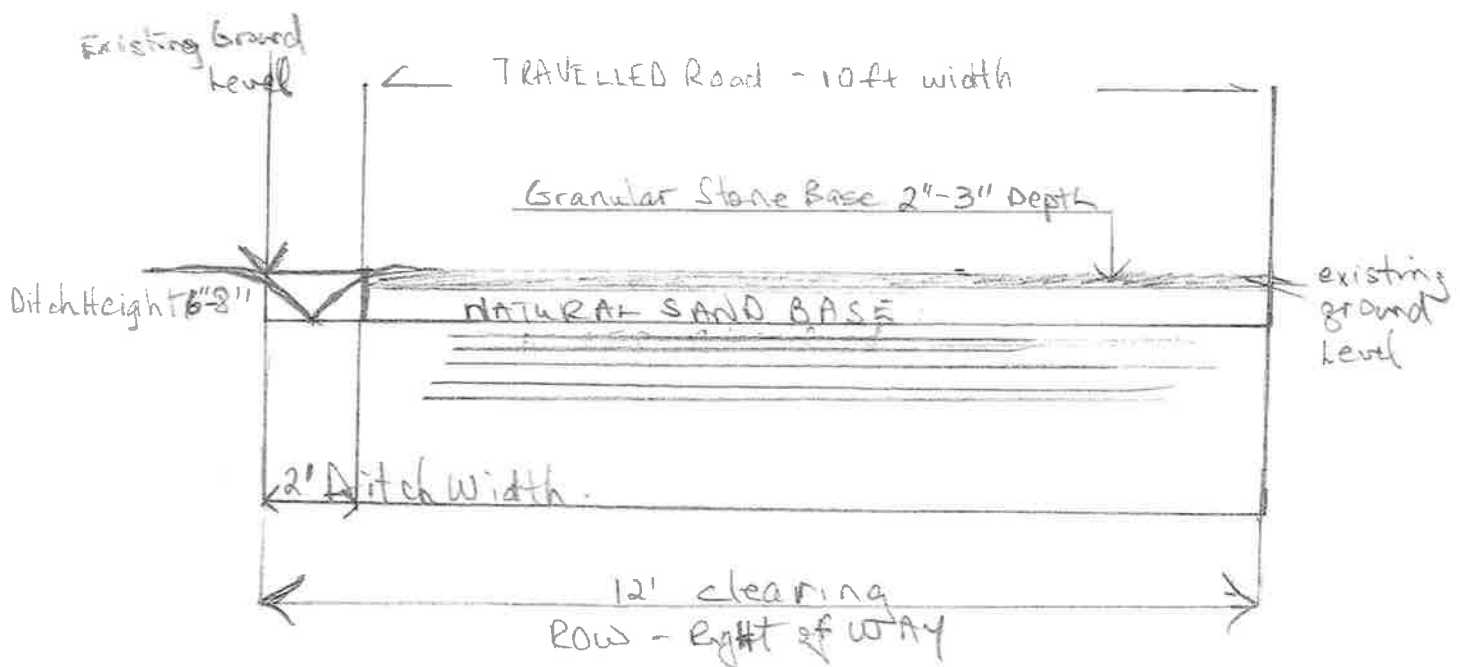
Proposed Ditches for Road & Distance from Road to Lake PS-2021-PLA-00088



Cross Section For Proposed Road

PS-2021-PLA-00088

Coarse granular material will be placed on top of natural sand to match Baby's Road. Two ditches shown in the next map will be required. There are no water crossings and no culverts will be required on the proposed road of 10 feet and/or right of way of 12 feet wide.



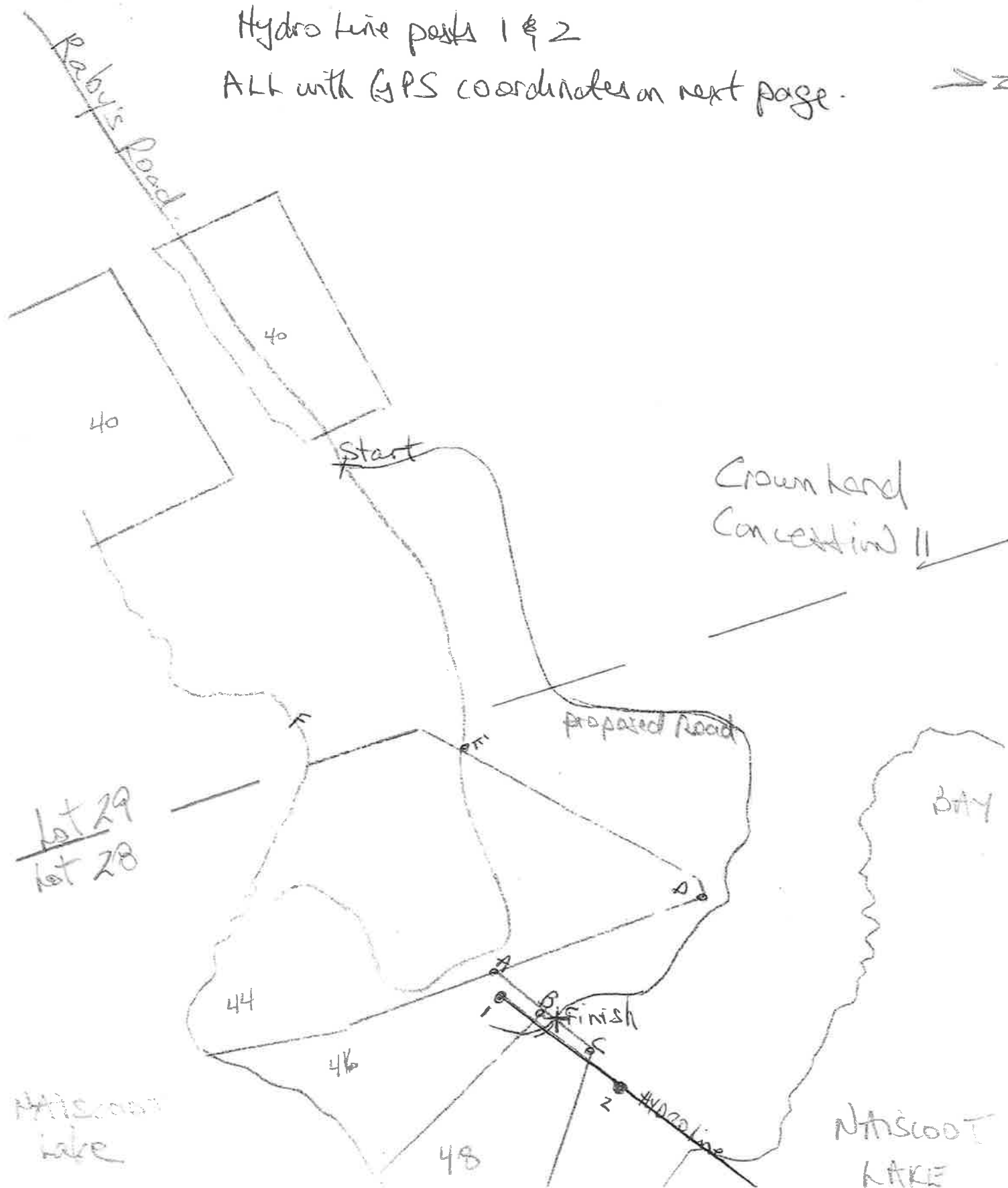
Points of Interest from A to F on proposed road.

PS-2021-PA-00088

Hydro line posts 1 & 2

ALT with GPS coordinates on next page.

→ N



Points of Interest from A to F on Proposed Road PS-2021-PA-00088

Lot A N 45° 38 804
W 080° 24 978
B N 45° 38 812
W 080° 24 964
C N 45° 38 818
W 080° 24 964 } Back of Lot 46 & 48

D N 45° 38 846
W 080° 24 000

Back corner of lot 44 that we are going around.

E N 45° 38 771
W 080° 25 059

Road will be 9-10 ft off this corner - where lot 44 meets existing road and onto private property.

F N 45° 38 727
W 080° 25 079

Water line on Nauscote Lake

Hydro line on lot 46 & lot 48 then crosses back of Nauscote Lake in Bay.

① N 45° 38 806
W 080° 24 973

② N 45° 38 826
W 080° 24 952

X Start of Road by Ruby Road N 45° 38 774
W 080° 25 110

X Finish of Road by Lot 46 & 48 N 45° 38 817
W 080° 24 969.

Indemnification Agreement
Re: Road extension over Crown land

**THE CORPORATION OF
THE TOWNSHIP OF THE ARCHIPELAGO
BY-LAW NO. 2022-**

BEING a By-law to authorize the execution of an indemnification agreement between Paul Schonenberger et al and Peter Heming et al and the Corporation of the Township of The Archipelago

WHEREAS Section 23 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes municipalities to enter into agreements with any person to construct, maintain and operate a private road;

AND WHEREAS the Council for the Corporation of the Township of The Archipelago deems it expedient to enter into an indemnification agreement with Paul Schonenberger et al and Peter Heming et al, to accommodate the extension of a private road (Raby's Road) across Crown land, to access Lot 60 on Plan M-321, including Part 2 on Plan 42R-15576 and Part 2 on Plan 42R-15682, and Lot 59 on Plan M-321, including Part 3 on Plan 42R-15576, Part 3 on Plan 42R-15682, located in Part of Lot 28, Concession 11, in the geographic Township of Harrison, to indemnify it from any responsibility or liability for use of the road;

NOW THEREFORE BE IT ENACTED AS A BY-LAW of the Council of the Corporation of the Township of The Archipelago as follows:

1. That the Reeve and Clerk of the Corporation of the Township of The Archipelago be and are hereby authorized to execute all documents as may be required to enter into an agreement with Mssrs. Schonenber and Heming, et al.
2. This By-law shall come into force and take effect on the day of the final passing thereof.

READ and FINALLY PASSED in OPEN COUNCIL this 22nd day of April, 2022.

REEVE

CLERK

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

INDEMNIFICATION AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of _____, 20__.

B E T W E E N:

**SCHONENBERGER, Theresa
SCHONENBERGER, Paul**

and

**HEMING, Robert Ogilvie
HEMING, Florence Mavis
HEMING, Peter Ogilvie**

(hereinafter called the "OWNERS")

- and -

THE CORPORATION OF THE TOWNSHIP OF THE ARCHIPELAGO

(hereinafter called the "TOWNSHIP")

WHEREAS the OWNERS are the owners of the subject lands in the Township of The Archipelago, in the District of Parry Sound, more particularly described in Schedule "A" attached hereto;

AND WHEREAS the OWNERS have made application to the Ministry of Natural Resources to construct an extension to a road (hereinafter called the "PRIVATE ROAD") across Crown land, to benefit the subject lands described as Lot 60 on Plan M-321, including Part 2 on Plan 42R-15576 and Part 2 on Plan 42R-15682, being Parcel 11584 PSNS, and Lot 59 on Plan M-321, including Part 3 on Plan 42R-15576, Part 3 on Plan 42R-15682, being Parcel 11155 PSNS, located in Part of Lot 28, Concession 11, in the geographic Township of Harrison, on the condition that the OWNERS enter into an agreement with the TOWNSHIP to indemnify it from any responsibility or liability for the use of the road;

AND WHEREAS Section 23 of the Municipal Act, S.O.2001, C.25, states that a municipality may enter into an agreement with any person to construct, maintain and operate a private road;

NOW THEREFORE THIS AGREEMENT WITNESSETH that, in consideration of the sum of Two Dollars (\$2.00) now paid by each of the parties to the other (the receipt whereof is hereby acknowledged), and other good and valuable consideration, the parties agree as follows:

SECTION 1: LANDS SUBJECT TO THE AGREEMENT

- 1.1 The lands to be bound by this Agreement (hereinafter referred to as "the subject lands"), are described in Schedule "A" hereto.

SECTION 2: COMPONENTS OF THE AGREEMENT

- 2.1 The text, consisting of Sections 1 through 7, and the following Schedules, which are annexed hereto, constitute the components of this Agreement:

Schedule "A"- Legal Description of the Lands

Schedule "B"- Location Plan

Schedule "C"- Site Plan

SECTION 3: REGISTRATION OF THE AGREEMENT

- 3.1 The OWNERS agree that all documents required herein shall be submitted in a form suitable to the TOWNSHIP and suitable for registration.
- 3.2 The Agreement shall be registered on title to the subject lands as provided for by Section 23 of the Municipal Act, S.O.2001, C.25, by the TOWNSHIP, at the expense of the OWNERS.

SECTION 4: PRIVATE ROAD PROVISIONS

- 4.1 The OWNERS acknowledge that the cost of construction, improvement and maintenance of the PRIVATE ROAD, constructed in the past, the present or the future, shall be and remain the sole responsibility of the OWNERS, their successors and assigns, and nothing in this Agreement or in any past agreement, if any, shall be construed to impose any obligation upon the TOWNSHIP or any other public bodies to assume or to accept any responsibility whatsoever for the maintenance, improvement or use of the PRIVATE ROAD.
- 4.2 The OWNERS covenant and agree to indemnify and save the TOWNSHIP and all other public bodies harmless from all claims, costs and causes of action of any kind whatsoever arising out of the construction, maintenance or use, past, present or future, of the PRIVATE ROAD.
- 4.3 The OWNERS agree to develop the road in accordance with the Site Plan, being Schedule "C" attached hereto, and agree the no work will be performed on the PRIVATE ROAD except in conformity to all provisions of this Agreement.

SECTION 5: OTHER REQUIREMENTS

- 5.1 The OWNERS agree that nothing in this Agreement shall relieve him or her from complying with all other applicable by-laws, laws or regulations of the TOWNSHIP or any other laws, regulations or policies established by any other level of government. Nothing in this Agreement shall prohibit the TOWNSHIP or its Chief Building Official from instituting or pursuing prosecutions in respect of any violations of the said by-laws, laws or regulations.

SECTION 6: BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, PENALTY

- 6.1 This Agreement may only be amended or varied by a written document executed by the parties hereto and registered against the title to the subject lands.
- 6.2 This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.

- 6.3 The OWNERS acknowledge that the Agreement is entered into under the provisions of Section 23 of the Municipal Act, S.O.2001, C.25, and that the expenses of the TOWNSHIP arising out of the enforcement of this Agreement may, in addition to any other remedy the Township may have at law, be recovered as taxes under the Municipal Act, 2001, S.O. 2001, c.25 as amended.
- 6.4 The Agreement shall come into effect on the date of execution by the TOWNSHIP.

SECTION 7: NOTICE

- 7.1 Any notice, required to be given pursuant to the terms hereto, shall be in writing and mailed or delivered to the other at the following addresses:

OWNERS' NAMES AND ADDRESSES: Schonenberger, Paul and Theresa

Heming, Peter Ogilvie
Heming, Florence Mavis
Heming, Robert Ogilvie

TOWNSHIP:

Clerk
Township of The Archipelago
9 James Street
Parry Sound, ON P2A 1T4

IN WITNESS WHEREOF the OWNERS and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

SIGNED, SEALED AND DELIVERED
In the presence of:

Witness

Signature of Paul Schonenberger

Witness

Signature of Theresa Schonenberger
(per Paul Schonenberger who has Power of Attorney
for Theresa Schonenberger)

Witness

Signature of Peter Ogilvie Heming

Witness

Signature of Florence Mavis Heming

Witness

Signature of Robert Ogilvie Heming
(per Florence Mavis Heming who has Power of
Attorney for Robert Ogilvie Heming)

THE TOWNSHIP OF THE
ARCHIPELAGO

Bert Liverance, Reeve

Maryann Martin, Clerk

SECTION 7: NOTICE

- 7.1 Any notice, required to be given pursuant to the terms hereto, shall be in writing and mailed or delivered to the other at the following addresses:

OWNERS' NAMES AND ADDRESSES: Schonenberger, Paul and Theresa



Heming, Peter Ogilvie
Heming, Florence Mavis
Heming, Robert Ogilvie



TOWNSHIP:

Clerk
Township of The Archipelago
9 James Street
Parry Sound, ON P2A 1T4

IN WITNESS WHEREOF the OWNERS and the TOWNSHIP have caused their corporate seals to be affixed over the signatures of their respective signing officers.

SIGNED, SEALED AND DELIVERED
In the presence of:

Sauve manille
Witness

Sauve manille
Witness

Witness

Witness

Witness

Paul Schonenberger
Signature of Paul Schonenberger

Paul Schonenberger
Signature of Theresa Schonenberger
(per Paul Schonenberger who has Power of Attorney
for Theresa Schonenberger)

Signature of Peter Ogilvie Heming

Signature of Florence Mavis Heming

Signature of Robert Ogilvie Heming
(per Florence Mavis Heming who has Power of
Attorney for Robert Ogilvie Heming)

SCHEDULE "A"

LEGAL DESCRIPTION OF THE LANDS

1. SCHONENBERGER

46 Raby's Road

Lot 60 on Plan M-321, including Part 2 on Plan 42R-15576 and Part 2 on Plan 42R-15682, being Parcel 11584 PSNS, located in Part of Lot 28, Concession 11, in the geographic Township of Harrison

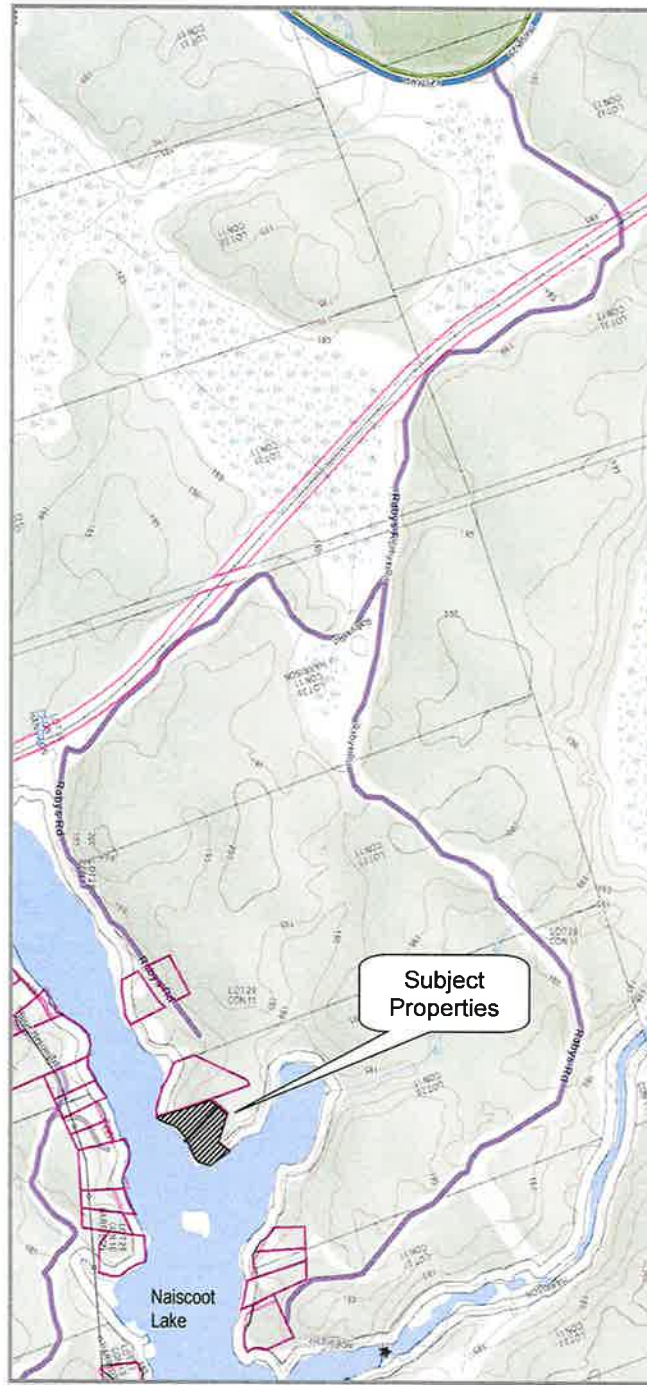
2. HEMING

48 Raby's Road

Lot 59 on Plan M-321, including Part 3 on Plan 42R-15576, Part 3 on Plan 42R-15682, being Parcel 11155 PSNS, located in Part of Lot 28, Concession 11, in the geographic Township of Harrison

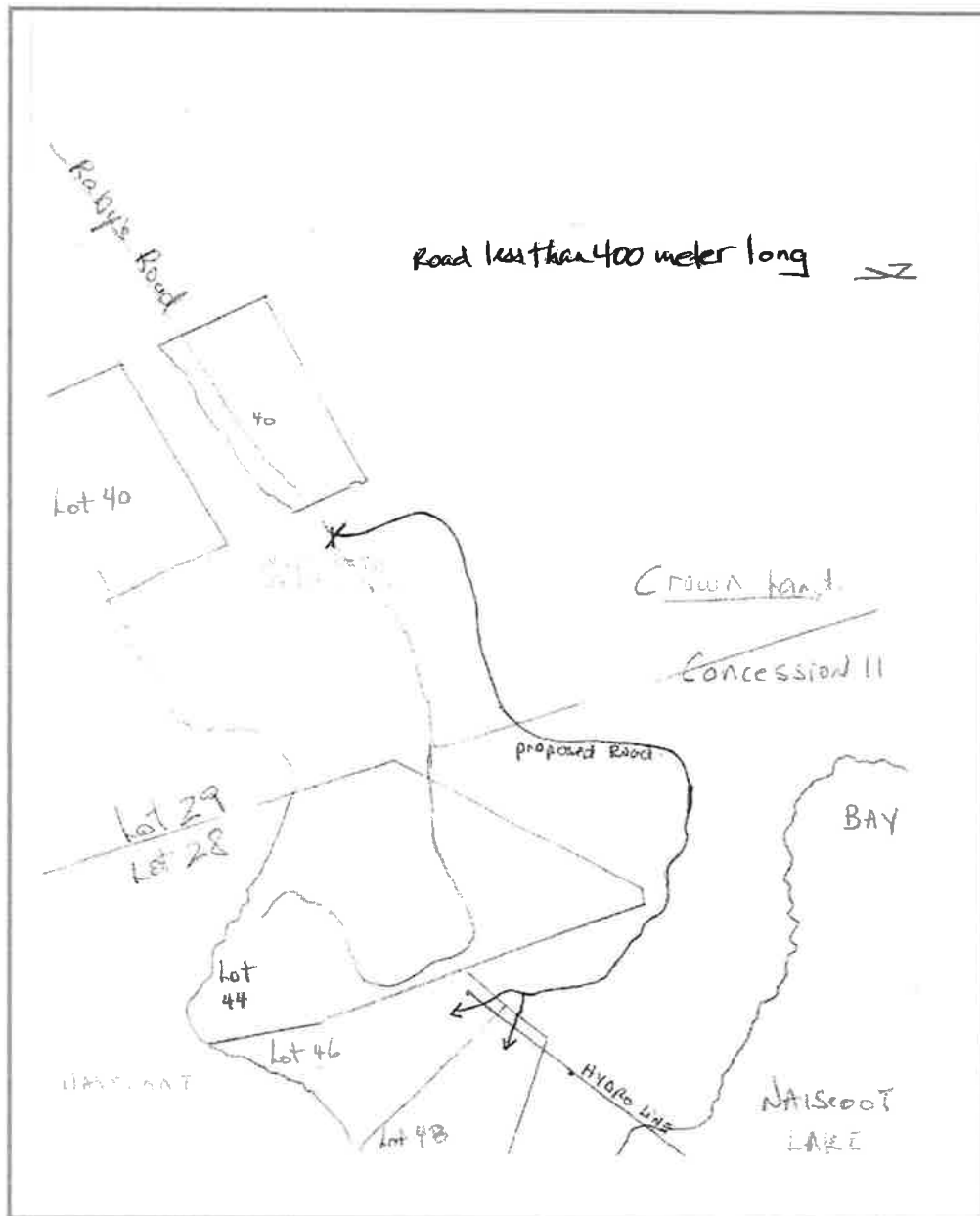
SCHEDULE "B"

LOCATION PLAN



SCHEDULE "C"

SITE PLAN



The Township of The Archipelago

Recommendation Report to Committee

Report No.: PLANNING- 01-2022

Date: April 21, 2022

Originator: Cale Henderson, MCIP RPP
Manager of Development & Environmental Services

Subject: Healey Lake Dam – West Outlet

RECOMMENDATION

It is recommended that Council for the Township of The Archipelago direct staff to contact the Parry Sound Ministry of Natural Resources and Forest office to discuss the community's concern and request an update and additional information on the timing of the planned maintenance or upgrades to the Healey Lake Dam (West Outlet) and report back to Council.

EXECUTIVE SUMMARY

Healey Lake Dam (West Outlet) is one of two dams located on Healey Lake and was originally constructed in 1930. The dam is approximately 23 m long and consists of a mortared field stone overflow weir with a cast in place concrete cap. The dam is a provincial asset and is managed by the Ministry of Natural Resources and Forestry.

Attached, as Appendix A, is a copy of the 2019/20 Healey Lake Dam (West Outlet) Dam Inspection Report, December 2020. The conclusion of the report states:

"The overall condition of Healey Lake Dam (West Outlet) is in fair to poor condition overall. The structure is currently 90 years old and has not undergone major rehabilitation since its original construction to address any deficiencies. Ongoing leakage of the dam should be monitored, and maintenance repairs could be considered to extend the life of the structure. Rehabilitation or replacement should be considered within the next 5 years."

The Healey Lake Property Owners Association (HLPOA) has expressed their concerns with the current status of the dam and the lack of any planned rehabilitation or replacement in accordance with the findings of the 2020 engineer's report. HLPOA has been communicating with the Ministry of Natural Resources and Forestry, see attached correspondence as Appendix B, requesting the dam be replaced or rehabilitated.

Healey Lake Property Owners Association and the Ward 6 Councillor have requested that the Township of The Archipelago support HLPOA to ensure the Provincial government makes the necessary repairs or replaces the dam.

FINANCIAL IMPLICATIONS

Not applicable.


RECOMMENDATION

It is recommended that Council for the Township of The Archipelago direct staff to contact the Parry Sound Ministry of Natural Resources and Forest office to discuss the community's concern and request an update and additional information on the timing of the planned maintenance or upgrades to the Healey Lake Dam (West Outlet) and report back to Council.

Respectfully Submitted,



Cale Henderson, MCIP RPP
Manager of Development & Environmental Services



John B. Fior
CAO

Appendix A – Healey Lake Dam (west Outlet) Parry Sound (West) District Dam Inspection Report, December 2020



MINISTRY OF NATURAL RESOURCES AND FORESTRY

2019 / 2020 Scheduled Dam Inspections

Healey Lake Dam (West Outlet) Parry Sound (West) District Dam Inspection Report

VOR # OSS-00602597, Group #1

Prepared by:

AECOM
250 York Street, Citi Plaza
Suite 410
London, ON, Canada N6A 6K2
www.aecom.com

519 673 0510 tel
519 673 5975 fax

December 2020

AECOM Project Number: 60613301

A0364530_1-000110

Distribution List

# Hard Copies	PDF Required	Association / Company Name
1	1	Ministry of Natural Resources and Forestry
1	1	MNRF District Office
	1	AECOM File

Revision History

Revision #	Date	Revised By:	Revision Description
0	Jan 24, 2020	SM	Draft Scheduled Dam Inspection Report
1	Feb 28, 2020	SM	Draft Scheduled Dam Inspection Report
2	Dec 1, 2020	SM	Scheduled Dam Inspection Report

Quality Information



Report Prepared By:

Sam Mansor, P.Eng.
Structural Engineer



Trevor Scott, P.Eng.
Structural Engineer



Report Reviewed By:

John Pucchio, P.Eng.
Senior Structural Engineer



Gavan McDonald, P.Eng.
Structural Engineer

Statement of Qualifications and Limitations

The attached Report (the "Report") has been prepared by AECOM Canada Ltd. ("AECOM") for the benefit of the Client ("Client") in accordance with the agreement between AECOM and Client, including the scope of work detailed therein (the "Agreement").

The information, data, recommendations and conclusions contained in the Report (collectively, the "Information"):

- is subject to the scope, schedule, and other constraints and limitations in the Agreement and the qualifications contained in the Report (the "Limitations");
- represents AECOM's professional judgement in light of the Limitations and industry standards for the preparation of similar reports;
- may be based on information provided to AECOM which has not been independently verified;
- has not been updated since the date of issuance of the Report and its accuracy is limited to the time period and circumstances in which it was collected, processed, made or issued;
- must be read as a whole and sections thereof should not be read out of such context;
- was prepared for the specific purposes described in the Report and the Agreement; and
- in the case of subsurface, environmental or geotechnical conditions, may be based on limited testing and on the assumption that such conditions are uniform and not variable either geographically or over time.

AECOM shall be entitled to rely upon the accuracy and completeness of information that was provided to it and has no obligation to update such information. AECOM accepts no responsibility for any events or circumstances that may have occurred since the date on which the Report was prepared and, in the case of subsurface, environmental or geotechnical conditions, is not responsible for any variability in such conditions, geographically or over time.

AECOM agrees that the Report represents its professional judgement as described above and that the Information has been prepared for the specific purpose and use described in the Report and the Agreement, but AECOM makes no other representations, or any guarantees or warranties whatsoever, whether express or implied, with respect to the Report, the Information or any part thereof.

Without in any way limiting the generality of the foregoing, any estimates or opinions regarding probable construction costs or construction schedule provided by AECOM represent AECOM's professional judgement in light of its experience and the knowledge and information available to it at the time of preparation. Since AECOM has no control over market or economic conditions, prices for construction labour, equipment or materials or bidding procedures, AECOM, its directors, officers and employees are not able to, nor do they, make any representations, warranties or guarantees whatsoever, whether express or implied, with respect to such estimates or opinions, or their variance from actual construction costs or schedules, and accept no responsibility for any loss or damage arising therefrom or in any way related thereto. Persons relying on such estimates or opinions do so at their own risk.

Except (1) as agreed to in writing by AECOM and Client; (2) as required by-law; or (3) to the extent used by governmental reviewing agencies for the purpose of obtaining permits or approvals, the Report and the Information may be used and relied upon only by Client.

AECOM accepts no responsibility, and denies any liability whatsoever, to parties other than Client who may obtain access to the Report or the Information for any injury, loss or damage suffered by such parties arising from their use of, reliance upon, or decisions or actions based on the Report or any of the Information ("improper use of the Report"), except to the extent those parties have obtained the prior written consent of AECOM to use and rely upon the Report and the Information. Any injury, loss or damages arising from improper use of the Report shall be borne by the party making such use.

This Statement of Qualifications and Limitations is attached to and forms part of the Report and any use of the Report is subject to the terms hereof.

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Appendices

Appendix A	Photographs
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1. Introduction

1.1 General

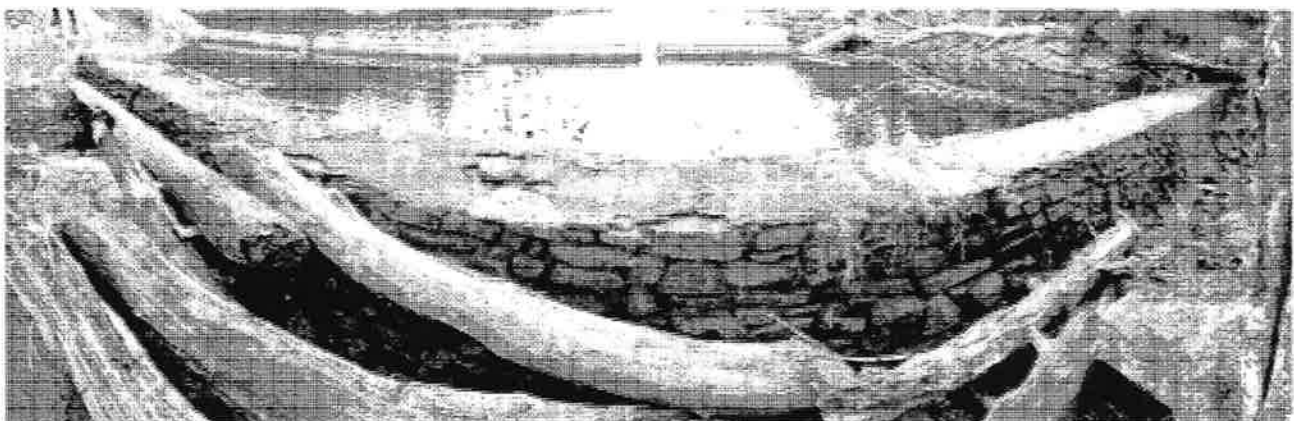
AECOM Canada Inc. (AECOM) have been retained by the Ontario Ministry of Natural Resources and Forestry (MNRF) Southern Region Engineering Unit (SREU), to undertake the inspection of twenty-nine (29) dams within the Ministry's Southern Region under VOR # OSS-00602597 (Group #1). The purpose of the assignment is to assess existing conditions, document progression of deterioration over time, identify key issues related to public and operator safety, prioritize maintenance and replacement needs, verify and update the existing drawings and provide cost estimates for capital budgeting purposes.

The MNRF is the custodian of approximately 398 dams throughout Ontario. Routine inspections are carried out by dam operators annually and scheduled inspections are completed by professional engineers on a five-year cycle.

This report summarizes the structure inspection carried out for the Healey Lake Dam (West) on September 3, 2019 in accordance with regulations, and best management practices and guidelines defined by MNRF standards. The Ontario Structural Inspection Manual (OSIM, April 2008) was used to maintain consistency of describing and classifying material defects of the various dam components. The Lakes and Rivers Improvement Act (LRIA), Public Safety Around Dams – Best Management Practices (August 2011) and MNRF's Risk Assessment Framework were used to assess the public safety hazards, and to review the previously identified public safety measures. The Occupational Health and Safety Act (OHSA, R.S.O 1990) and relevant Regulations such as Industrial Establishments (R.R.O. 1990, Reg 851) under the Act were referenced for operator safety items.

A general downstream overview photograph of Healey Lake Dam (West) is provided in **Figure 1**, below.

Figure 1: Downstream Elevation View of Healey Lake Dam (West)

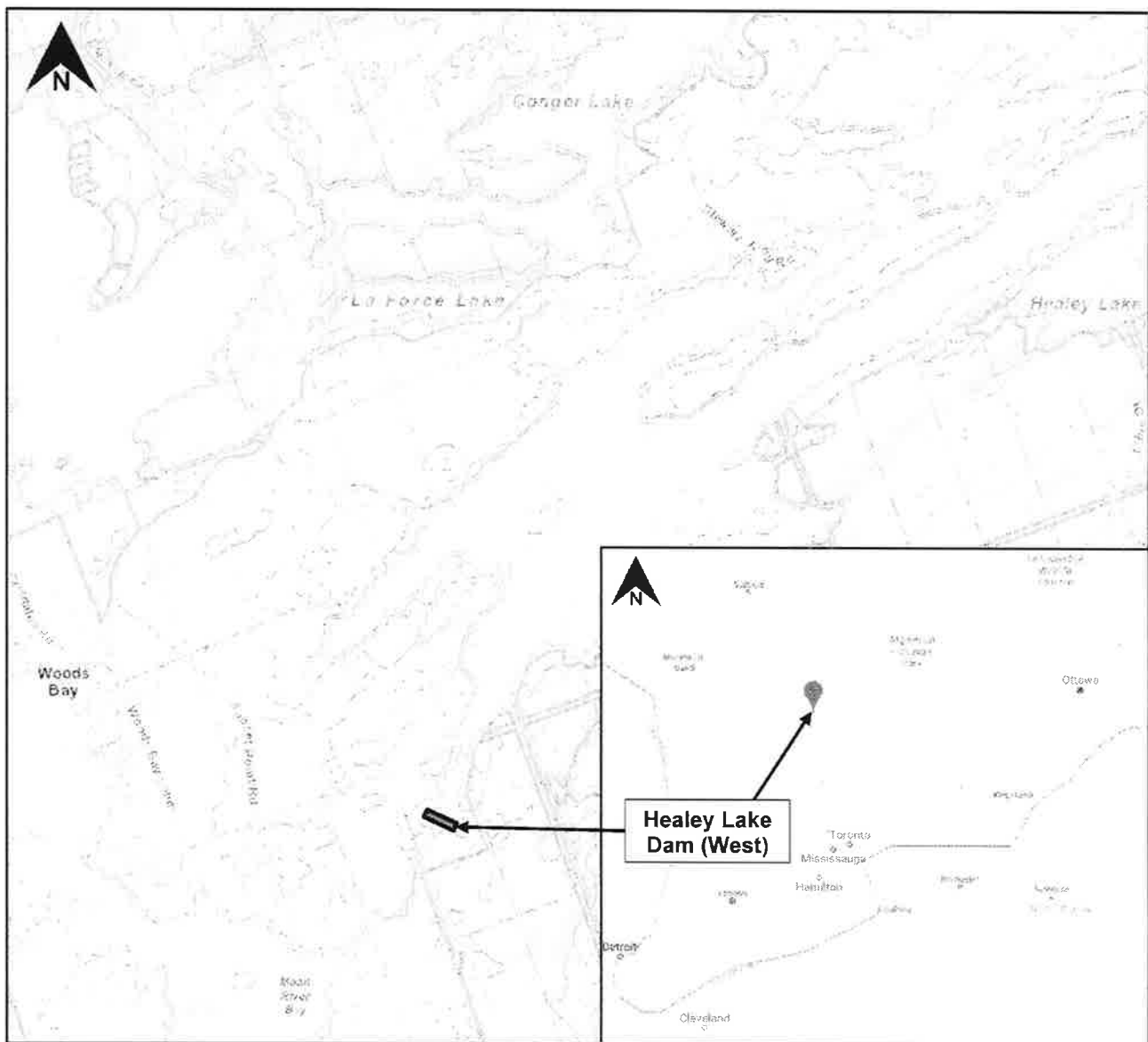


1.2 Site Location

Healey Lake Dam (West) is located at Lot 37, Concession 2 of the Parry Sound (West) District, in the Municipal Township of Archipelago. The dam UTM coordinates are Zone 17, East 581868.8 metres, North 4998456.89 metres, and the geographic coordinates are 45.134833 latitude and -79.958806 longitude.

Access to the dam is from Sunset Point Road off Healey Lake Road and Highway 612/Muskoka District Road 11. Access to the dam is through a private property and along a portage road upstream to the dam. The dam is remote and access during winter is limited. A key map displaying the location of the Healey Lake Dam (West) is shown in **Figure 2**. Photographs of the field investigation are included in **Appendix A**.

Figure 2: Key Map



1.3 Dam Description

Constructed in 1930, Healey Lake Dam (West) is approximately 23.2 m long and consists of a mortared field stone overflow weir with a cast in place concrete cap. The dam is constructed directly on bedrock and is bisected by two rock outcrops along its length. Healey Lake Dam (West) can be found in **Appendix B**.

Healey Lake Dam (West) is located at the southwest outlet of Healey Lake which discharges into Conger Creek draining into Moon River at Moon River Bay at the southeast end of Georgian Bay. The dam is situated along the natural bedrock profile with exposed bedrock at the left shoreline and a rock outcrop (island) between the east and west Healey Lake outlets.

A detailed summary of the dam's characteristics is provided in **Table 1**.

Table 1: Dam Structure Characteristics

Component	Description
Embankments	<ul style="list-style-type: none"> Dam is founded on bedrock across its length. Exposed bedrock on the left and right embankments. Rock outcrop (island) between the left gravity wall and the west outlet dam structure. Moderate vegetation and tree growth along the embankments/shorelines.
Overflow Weir	<ul style="list-style-type: none"> Mortared field stone overflow weir with a cast in place concrete cap.
Railings and Gates	<ul style="list-style-type: none"> None
Water Level Gauge	<ul style="list-style-type: none"> None
Operations Equipment	<ul style="list-style-type: none"> None
Fall Protection Lifeline	<ul style="list-style-type: none"> None
Safety Boom System	<ul style="list-style-type: none"> One (1) partition of 7 segments of orange TUFFBOOM installed upstream of the dam. Safety boom chains are anchored into the bedrock at shoreline/outcrop (island).
Signage	<ul style="list-style-type: none"> None
Other	<ul style="list-style-type: none"> None

1.4 Construction and Repair History

Healey Lake Dam (West) was originally constructed in 1930 by the Department of Public Works and was operated by the cottagers on Healey Lake up until 1950. In 1950 the Ministry was asked to take over the operations of the dam and to perform structural maintenance. There have been no known modifications made to the dam structure since original construction. **Table 2** summarizes maintenance and rehabilitation work with corresponding dates as described by the dam operator and based on review of available background information.

Table 2: Healey Lake Dam (West) Repair History

Date	Repair Description
1930	<ul style="list-style-type: none">Original masonry construction.
2009	<ul style="list-style-type: none">New boom installed.

1.5 Operation

The dam is currently inoperable and functions primarily as a recreational self-regulating water level facility, benefiting cottages on Healey Lake to maintain a constant water level for fishing, swimming, boating and improve fish habitat downstream.

2. Dam Inspection Methodology

2.1 General

The following summary of inspection methodology is provided below.

Inspection Team:	Sam Mansor, P.Eng.	AECOM	Inspector, Structural Engineer
	Trevor Scott, P.Eng.	AECOM	Inspector, Structural Engineer
Operator:	Present		
Inspection Date:	September 3, 2019		
Weather:	14°C Overcast, Raining		
Waterflow:	Low (flowing through west outlet)		
Water Clarity:	Fair		
Water Level:	29.70 m (Using Local Dam Datum of 30.0 m on Right Gravity Wall of East Outlet)		

The inspection of the dam was undertaken using the following procedure:

Complete AECOM health and safety assessment of the site.

Review of the previous inspection reports, drawings, and photographs.

Complete form B-1.

Interview the dam Operator when present during inspection.

Conduct visual and tactile inspection of all observable and accessible dam elements including the use of hammer sounding and chain dragging of horizontal concrete surfaces to determine the extent of deterioration.

Record the inspection findings and compare them with the previous inspection report(s) to assess the progression of deterioration.

Photograph all dam elements, surfaces and surrounding area where accessible.

Record video of key issues and critical findings for future review and comparison.

Verification of dam dimensions (where accessible) and update the current drawings on record.

Complete form B-2.

The general focus of this visual/tactile investigation was to record the existing conditions of the structure elements and identify any potential emergency hazards or areas of concern. The conditions of underwater surfaces and sounding to establish sediment depths were not completed as part of this inspection. Observations of non-structural elements, public safety measures and general site conditions were also noted during the inspection.

In addition to personal safety equipment (boots, steel toe hip waders, personal flotation device (PFD), bear spray, hard hat and safety vests), the tools utilized for the inspection included measuring tape (long and short), chain, hammers, laser distance measuring tool, screwdriver, binoculars, flashlights, crack gauges, note pads, clip boards, marking chalk/crayons and caliper.

The dam orientation is described as 'Left' to 'Right' while facing upstream.

2.2 Condition Rating of Dam Components

The nomenclature and classification of the element condition severity for material defects outlined in OSIM was utilized for the inspection of the dam components to ensure consistency in describing material defects. This approach will provide a good baseline of condition information that is repeatable and comparable for future investigations. Dam components have been rated 'Excellent', 'Good', 'Fair', and 'Poor' in accordance with OSIM methodology.

2.3 Public Safety Measures

The most recent Public Safety Assessment for Healey Lake Dam (West Outlet) was completed in 2014 as part of the Public Safety Measures Plan (PSMP).

The dam was assessed for hazards to public safety in accordance with the *Public Safety for Dam Owners* (August 2011) which provides best management practices for dam owners that includes guidance on the identification of public safety hazards associated with dams and how to eliminate or mitigate the public's exposure to hazards which includes:

- Operating controls.
- Physical control barriers (railings, fencing, gates, safety booms etc.).
- Warning systems (sirens and lights).
- Signage and buoys.

The existing public safety measures were reviewed with the assumptions given for public safety assessment outlined in the *Public Safety for Dams Owners*.

2.4 Operator Safety

The "*Water Control Structure Safety Guidelines*" (Southcentral Region, November 2000) outlines the requirements for safe work environment and instructions to workers and supervisors on the safe operation, maintenance and inspection of dams. The guidelines state that water control structures are not 'Industrial Establishments'. However, requirements set out within the "Occupational Health and Safety Act" (OHSA) R.S.O. 1990, Regulation 851: Industrial Establishments are to be followed for the operation of dams.

The applicable specific sections of the regulation to adhere to are:

- "Premises" (R.R.O. 1990, Reg 851 sections 11,13,14 and 15).
- "Machine Guarding (R.R.O. 1990, Reg 851 section 25).
- "Material Handling" (R.R.O. 1990, Reg 851 sections 45 and 51).
- "Protective Equipment (R.R.O. 1990, Reg 851 sections 79, 80, 82, 85 and 86).
- "Industrial Hygiene" (R.R.O. 1990, Reg 851 section 137).

3. Inspection Findings

AECOM undertook a visual/tactile field investigation of the Healey Lake Dam (West) on September 3, 2019. Field investigation findings of the dam components including the observations from the previous inspection are summarized in **Table 3** on the following pages. The photographs of the field investigation and MNRF Inspection Forms B-1 and B-2 are included in **Appendix A** and **Appendix C**, respectively.

The findings of the two inspections were compared to assess the progression of the deterioration over time and to determine if any corrective action has been taken. The most recent dam inspection was completed in January 2014.

In general, Healey Lake Dam (West) was in fair to poor condition.

Table 3: Healey Lake Dam (West Outlet) Field Investigation Findings

Dam Element	Observed Condition or Deficiency (2014)	Observed Condition or Deficiency (2019)	Overall Element Condition Rating (2019)	Probable Causes	Photo Reference
Embankments	<ul style="list-style-type: none"> Limited observation due to snow/ice cover 	<ul style="list-style-type: none"> Moderate vegetation and tree growth along the embankments/shorelines. Light to moderate erosion was noted at downstream embankments. Dense vegetation/tree foliage downstream of the weir on the rock outcrop. 	<ul style="list-style-type: none"> Fair 	<ul style="list-style-type: none"> Vegetation not previously cleared. Erosion due to fast water flow and waterborne debris such. 	1 – 4, 8 – 12, 22
Overflow Weir	<ul style="list-style-type: none"> Minor separation cracks between mortar and rocks. Small crack in top. Debris d/s 	<ul style="list-style-type: none"> Localized light vegetation growing through the stone mortared joints and grout on the crest. Scattered locations of light moss growth on the downstream face of the weir. A plastic liner was placed on the upstream face of the weir for approximately 3.8 m in length at left end to plug the leakage through the stones. Little to moderate active water leakage was noted passing through the wall at several locations. Starting from the left end of the weir the following stations were observed to have active water leakage: <ul style="list-style-type: none"> Between 0.0 m - 5.0 m → active water leakage through the wall. At 8.0 m → wet surface on the downstream face. At 10.5 m → wet surface on the downstream face. Between 12.6 m-15.0 m → active water leakage through the wall. Medium to severe loss of mortar between the stones (joints). Light to medium delamination and softening of the mortar between the stones. Several small and medium size areas of missing stones causing cavities on the crest/downstream face. Delamination on the crest at approximately 4.5 m long section near the middle of weir. Starting from the left end of the weir the following stations have spalls (missing stones and mortar) <ul style="list-style-type: none"> At 5.4 m → 700 mm x 60 mm x 80 mm depth At 7.3 m → 600 mm x 500 mm x 60 mm depth At 8.4 m → 700 mm x 250 mm x 70 mm depth At 11.6 m → 800 mm x 100mm x 70 mm depth 	<ul style="list-style-type: none"> Fair to Poor 	<ul style="list-style-type: none"> Waterborne debris getting trapped upstream, over and downstream of the weir. Loss of mortar due to frost, erosion from fast flowing water, plant growth, tree roots or softening by water containing dissolved sulphates or chlorides. Loss of stones due to loss of mortar between the stones, erosion, vegetation, water pressure. Environmental conditions causing moss/vegetation growth. Fallen tree over the weir Continuous delamination process causing spalling. 	3 – 7, 13 - 21

Dam Element	Observed Condition or Deficiency (2014)	Observed Condition or Deficiency (2019)	Overall Element Condition Rating (2019)	Probable Causes	Photo Reference
		<ul style="list-style-type: none"> At 12.6 m → 300 mm x 200mm x 60 mm depth Several small and large timber log debris directly downstream of the dam. One large tree trunk on the crest at right end. 			
Railings and Gates	• N/A	<ul style="list-style-type: none"> There are no railings at both ends of the dam 	• N/A	• N/A	-
Water Level Gauge	• N/A	<ul style="list-style-type: none"> No water level gauge present at the weir. 	• N/A	• N/A	-
Safety Boom System	• N/A	<ul style="list-style-type: none"> Plate anchors into bedrock on the shoreline/outcrop are in good condition. Light corrosion of the chains connecting the booms (below the waterline). Two of the booms at right end are stuck over a tree. One (1) damaged/sinking boom (third from the right anchorage). 	• Fair to Good	<ul style="list-style-type: none"> Waterborne debris getting trapped on the booms. Deterioration of steel/coating by chemical or electro-chemical reaction of iron with water and oxygen. 	23 – 26
Signage	• N/A	<ul style="list-style-type: none"> There is no signage for the dam. 	• N/A	• N/A	-

4. Public Safety Assessment

As part of the public safety assessment, the previous Scheduled Dam Inspection Report and Public Safety Measures Plan (PSMP), both prepared in 2014, were reviewed. The recommendations for public safety measures provided by these reports were assessed to see if any changes had occurred and to determine if previous recommendations were implemented.

Table 4 provides the previous 2014 observations and compares them to current 2019 inspection observations.

Table 4: Public Safety Observations

Dam Component	2014 Observations	2019 Observations
Signage	<ul style="list-style-type: none"> No signs at dam site. Signage needed on centre island facing d/s, near the boom facing u/s, and on the right bank. 	<ul style="list-style-type: none"> No signage at upstream, downstream and sides of the dam.
Safety Boom	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None
Railing and Gates	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> There is no railing on the crest of the dam. There are no gates/fences at dam sides.

Hazards to public safety are evaluated using the MNRF *Risk Assessment Tool* (March 2010). The tool is used to classify the risk level to public safety, and whether further action should be taken to mitigate an identified risk. The process is subjective and qualitative, and decision-making should be as reasonable as possible. Accordingly, assumptions are made for the public safety assessment of Healey Lake Dam (West Outlet). Any known existing public safety measure present at the time of the assessment are included in the risk assessment, and the evaluation considers public interaction to determine the likelihood of the potential incident to occur.

Based on the review of the surrounding area, the list of known public interaction includes:

1. Swimming/wading
2. Use of watercraft
3. Fishing
4. Trespassing
5. Diving from dam

Using the *MNRF Risk Assessment Tool* as a guideline, the metrics used to evaluate and score each of the incident likelihood (probability) and incident severity (consequence) and risk assessment matrix, which classifies the risk level for an event or activity based on likelihood and consequence are outlined in **Table 5** to **Table 7**, below.

Table 5: Incident Likelihood (Probability/Risk)

Level	Descriptor	Example Description
5	Almost Certain to Occur	Is expected to occur in most circumstances
4	Likely	Will probably occur in most circumstances
3	Possible	Will occur at some time
2	Unlikely	Might occur at some time
1	Rare	May only occur in exceptional circumstances

Table 6: Incident Consequence (Severity)

Level	Descriptor	Example Description
5	Catastrophic	Fatality or permanent total disability is likely to result (drowning, severe trauma)
4	Major	Critical injury is possible (EMS services are required)
3	Moderate	Could result in medical treatment or rescue
2	Minor	First aid may be required (by non-EMS personnel)
1	Insignificant	No first aid required

Table 7: Incident Consequence (Severity)

Risk Rating		Incident Severity Level (Consequence)				
		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Incident Likelihood Level (Probability)	Almost Certain to Occur	5	M	M	H	H
	Likely	4	L	M	H	H
	Possible	3	L	M	H	H
	Unlikely	2	L	L	M	H
	Rare	1	L	L	L	M

A **LOW (L)** risk would not require further reduction but reasonable and obvious measures should be implemented as appropriate.

A **MEDIUM (M)** risk determination means that the Ministry should evaluate all reasonable means to reduce risks as a 2nd priority.

A **HIGH (H)** risk determination requires the Ministry to take all reasonable measures to mitigate this risk as a 1st priority.

Public safety risk assessment was evaluated for Healey Lake Dam (West Outlet) based on the public safety risk assessment matrix for each of the hazards outlined in **Table 8**. Discussions and/or recommendations for each hazard are provided and may be carried forward to future updates to the PSM. The previous hazard risk assessment developed in 2014 as Part of the Public Safety Plan was used as the baseline in developing and updating the risks hazards. The risk level ratings use low (L), medium (M) and high (H) classification to assess the risk for a particular activity.

Table 8: Healey Lake Dam (West Outlet) Hazards Assessment

Item No.	Location / Component	Activity	Hazard or Incident	Probability	Consequence	Risk	Discussion and Recommendations
1	Upstream water zone	<ul style="list-style-type: none"> Swimming/wading/fishing Use of watercraft 	<ul style="list-style-type: none"> Water depth (drowning) Fast moving water 	2 – Unlikely	5 - Catastrophic	High (H)	<ul style="list-style-type: none"> Maintain safety booms Consider signage to reduce hazard. Remote dam location does not appear to be a high traffic area.
2	Downstream water zone	<ul style="list-style-type: none"> Wading/fishing 	<ul style="list-style-type: none"> Water depth Fast moving water 	2 – Unlikely	3 - Moderate	Medium (M)	<ul style="list-style-type: none"> Consider signage to reduce hazard. Remote dam location does not appear to be a high traffic area.
3	Overflow weir (Masonry)	<ul style="list-style-type: none"> Trespassing. Diving/fishing from top of the weir. 	<ul style="list-style-type: none"> Fast moving water Fall from heights 	2 – Unlikely	4 - Major	Medium (M)	<ul style="list-style-type: none"> Consider fencing or locked gate to reduce hazard. Consider signage to reduce hazard.

5. Operator Safety Measures

The previous Dam Inspection Report and PSMP, both prepared in 2014, were reviewed. The recommendations for public safety measures provided by these reports were assessed to see if any changes had occurred and to determine if previous recommendations were implemented. As stated in Section 2.4, the applicable guidelines used for the operator safety measures is the OHS Regulation 851 for Industrial Establishment, which is considered useful and appropriate for implementing at the water control structures (dams).

Table 9 provides the previous 2014 observations and compares them to current 2019 inspection observations.

Table 9: Operator Safety Measures Observations

Dam Component	2014 Observations	2019 Observations
Railing	<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• There is no railing on the crest of the dam and no gates or barriers at the ends of the dam. Consider installing fence/gates at the ends of the weir.

6. Hazard Potential Classification

The dam classification system in Ontario is based on four classification categories including Low, Moderate, High and Very High. The classification is based on impact of dam failure on incremental losses related social, economic and environment variables, with increasing levels of magnitude.

There is no existing documentation indicating the Hazard Potential Classification (HPC) for Healey Lake Dam (West and East Outlets). However, some considerations are listed below:

- Muskoka River Dam Operational Manual for Healey Lake Dam mentions "... a trailer park downstream at the creek outlet at Moon River Bay is not normally affected by high flows out of the lake in the creek..." and currently there are "no restrictions to outflow from the dam".
- Conger Creek drains in Moon River / Moon River Bay with water levels influenced by Georgian Bay.
- Online aerial imagery (MRNF mapping application at <https://www.gisapplication.lrc.gov.on.ca>) indicates few buildings on the lower Moon River area and some cottages on Moon River Bay. The 1:10,000 topographic mapping feature indicates a >10 m drop from Healey Dam to the lower Moon River area.
- The buildings on the lower Moon River area and Moon River Bay area located with some distance relative to the watercourses.

A brief summary of site and area observations is listed in **Table 10**, related to potential incremental losses with respect to life, property, the environment and cultural/built heritage, as influenced by the dam. Based on our limited assessment of parameters, AECOM recommends that Healey Lake Dam (West) be considered to have a 'Low' HPC.

Table 10: Incremental Losses

	Life Safety	Property	Environmental	Cultural - Built Heritage
Observations at this Site	Handful of downstream cottages, located with some distance to the watercourse.	Minimal anticipated losses for present land use. No anticipated changes to land development known in the area.	No measurable reduction in fish and wildlife populations and high capacity for natural restoration.	No known cultural and built heritage in the area.
Ontario guideline for Low HPC	No potential loss of life.	Minimal damage to property; estimated losses not to exceed \$300,000.	Minimal loss of fish and/or wildlife habitat with high capability of natural restoration; very low likelihood of negatively affecting the status of the population.	Reversible damage to municipally designated cultural heritage sites under the Ontario Heritage Act.

A 'Low' HPC appears to be appropriate based on general site characteristics, current/anticipated downstream development and reasonably foreseen changes to the watershed. This preliminary assessment of HPC was made without a full detailed analysis of hydrotechnical assessment and other detailed analysis. The HPC for this dam may require future re-assessment related to future physical or operational alterations of the Dam, changes to the hydrotechnical characteristics of the watershed, and significant alteration of land use to the downstream area.

7. Recommendations

Recommendations for the deficiencies outlined in **Section 3** of the inspection findings are summarized in **Table 11**. Recommendations for further action are segregated into “Operator Safety”, “Public Safety”, “Minor Maintenance (Cost < \$100K)” and “Major Maintenance (Cost >\$100K)”. Maintenance work is defined as any type of work that does not require the issuing of a capital construction project. Recommendations to place a dam on a rehabilitation program are only provided where the quantity and severity of defects justify complete dam rehabilitation.

Due to challenges and uncertainty related to available funding, recommendations are provided on a prioritization hierarchy so that the most critical elements may be addressed first. The following priority ranking scheme is applied to the recommendations:

Priority Urgent (U) – Indicates that the work should be completed as soon as possible.

Priority Important (I) – Indicates that corrective action is required; deficiency to be monitored until corrective action is performed.

Priority Future (F) – Indicates no corrective action required; deficiency to be continually monitored and inspected as part of MNRF’s dam safety program and assessed for future corrective action or rehabilitation.

Typical minor deterioration observed during the field investigation such as scaling, hairline to narrow cracking of concrete and light corrosion of steel components are not highlighted in the following table, and are generally assigned a priority of Future (F), for review during the next inspection cycle.

The Capital Cost Includes Labor, Equipment and Materials, Travel and Disbursements for workers.

Table 11: Recommendations Summary

Dam Component	Observed Condition or Deficiency (AECOM, 2019)	Recommendation	Priority	Minor Maintenance Capital Cost (Costs<\$100K)	Major Maintenance Capital Cost (Costs>\$100K)
Overflow Weir (Masonry)	<ul style="list-style-type: none"> Localized light vegetation growing through the masonry stone joints and on the crest. Scattered locations of light moss growth on the downstream face of the weir. A plastic liner was placed on the upstream face of the weir for approximately 3.8 m in length at left end to plug the leakage through the stones. General active areas of water leakage of the wall observed in numerous locations. Medium to severe loss of mortar between the stones (joints). Light to medium delamination and softening of the mortar between the stones. Missing stones causing cavities on the crest/downstream face. Delamination on the crest at approximately 4.5 m long section near the middle of weir. Spalls (missing stones and mortar) were observed in numerous locations. Several small and large timber log debris directly downstream of the dam. One large tree trunk at right end. 	<ul style="list-style-type: none"> Monitor the delamination and spalling of the grout on the crest. Monitor the leakage through the masonry wall. Install liner to limit flow through the wall. Repair and partially repoint mortared joints. Repair missing stones. Remove waterborne debris (tree trunks) on the weir and directly downstream. 	Important (I)	\$35,000	
Embankments	<ul style="list-style-type: none"> Light to moderate vegetation and tree growth at downstream embankments, upstream of right embankment, and along the shorelines. 	<ul style="list-style-type: none"> Tree removal in the vicinity of the dam. Brush back vegetation. 	Important (I)	\$5,000	
Water Level Gauge	<ul style="list-style-type: none"> No water level gauge present at the weir. 	<ul style="list-style-type: none"> None 	Future (F)		
Public Safety Components					
Safety Boom	<ul style="list-style-type: none"> Plate anchors into bedrock on the shoreline/outcrop are in good condition. Light corrosion of the chains connecting the booms (below the waterline). 	<ul style="list-style-type: none"> Replace the damaged/sinking boom. Remove tree trunks and debris trapped 	Important (I)	\$4,000	

Dam Component	Observed Condition or Deficiency (AECOM, 2019)	Recommendation	Priority	Minor Maintenance Capital Cost (Costs<\$100K)	Major Maintenance Capital Cost (Costs>\$100K)
	<ul style="list-style-type: none"> Two of the booms at right end are stuck over a tree. One damaged/sinking boom (third from the right anchorage). 	upstream of the safety booms.			
Railings and Gates	<ul style="list-style-type: none"> There are no railings at both ends of the dam. 	<ul style="list-style-type: none"> Consider installing gates/fencing at both ends of the dam. 	Future (F)		
Signage	<ul style="list-style-type: none"> There is no signage for the dam. 	<ul style="list-style-type: none"> Consider installing signage upstream and on sides of dam. 	Important (I)	\$3,000	
Operator Safety Components					
No recommendations					
Total Capital Costs (excluding: HST, Engineering, Contract Administration)				\$47,000	\$0

8. Cost Estimate

Healey Lake Dam (West Outlet) replacement cost estimate and rehabilitation cost estimate were prepared as part of this scheduled inspection cycle requirements. The estimates for the replacement and rehabilitation costs exclude engineering fees (detailed design, contract administration), surveys, geotechnical investigation and design, studies, cross-section profile changes and Environmental Assessment and Harmonized Sales Tax (HST). Cost estimates are provided in 2020 dollars.

8.1 Replacement Cost Estimate

The replacement cost estimate of the dam assumes a like for like replacement of the structure. In this case, a mortared stone wall would not be used as a replacement structure. Accordingly, a cast in place concrete wall was used as the basis of a replacement cost. The replacement cost estimated breakdown is shown in **Table 12** below.

Table 12: Healey Lake Dam (West Outlet) Replacement Cost Estimate

Item	Description	Estimated Quantity	Units	Unit Cost	Total Cost
Part 1 - General Requirements					
1.1	Mobilization and demobilization	1	LS	\$40,000	\$40,000
1.2	Contractor Bonding, Insurance, Overhead, Profit	1	LS	\$70,000	\$70,000
1.3	Rentals for project duration (site trailers, washroom facilities, etc.)	4	Month	\$5,000	\$20,000
Total Part 1 - General Requirements					\$130,000
Part 2 – Site Works					
2.1	Temporary fencing, access road improvements and laydown area	1	LS	\$120,000	\$120,000
2.2	Clearing, grubbing and tree removals	1	LS	\$10,000	\$10,000
2.3	Excavation / backfill allowance	1	LS	\$6,000	\$6,000
2.4	Dowels into Rock	30	ea	\$600	\$18,000
2.5	Site restoration	1	LS	\$5,000	\$5,000
Total Part 2 – Site Works					\$159,000
Part 3 – Environmental Protection Measures					
3.1	Sediment and erosion control measures	1	LS	\$8,000	\$8,000
3.2	Environmental monitoring	1	LS	\$5,000	\$5,000
Total Part 3 - Environmental Protection Measures					\$13,000
Part 4 – Dewatering and Diversion					
4.1	Cofferdams and flow management	1	LS	\$100,000	\$100,000
4.2	Localized Dewatering	1	LS	\$30,000	\$30,000
Total Part 4 - Dewatering and Diversion					\$130,000

Item	Description	Estimated Quantity	Units	Unit Cost	Total Cost
Part 5 – Demolition and Removals					
5.1	Dam removals (including stone, concrete and disposal)	1	LS	\$40,000	\$40,000
Total Part 5 - Demolition and Removals					\$40,000
Part 6 – Cast in Place Concrete					
6.1	Cast in Place Concrete	45	m ³	\$3,000	\$135,000
6.2	Premium for concrete in remote locations	1	LS	\$25,000	\$25,000
Total Part 6 – Concrete					\$160,000
Part 7 – Miscellaneous					
7.1	Safety boom system	1	LS	\$14,000	\$14,000
7.2	Fencing/site security	1	LS	\$6,000	\$6,000
7.3	Other miscellaneous	1	LS	\$20,000	\$20,000
Total Part 7 - Miscellaneous					\$40,000
Subtotals (Parts 1 to 7)					\$672,000
Contingency (Class D Estimate)				25%	\$168,000
Total Construction Cost Estimate (rounded to nearest ten thousand)					\$840,000

8.2 Major Rehabilitation Cost Estimate

A major rehabilitation cost estimate is provided in **Table 13**, and includes a rehabilitation strategy to encapsulate the dam with rock fill, membrane barrier and other upgrades. Given the dam condition, type of dam and age of 90 years, a lifecycle cost analysis is recommended to determine the most appropriate rehabilitation or replacement strategy.

Table 13: Healey Lake Dam (West Outlet) Major Rehabilitation Cost Estimate

Item	Description	Estimated Quantity	Units	Unit Cost	Total Cost
Part 1 - General Requirements					
1.1	Mobilization and demobilization	1	LS	\$20,000	\$20,000
1.2	Contractor Bonding, Insurance, Overhead, Profit	1	LS	\$20,000	\$20,000
1.3	Rentals for project duration (site trailers, washroom facilities, etc.)	1	Month	\$5,000	\$10,000
Total Part 1 – General Requirements					\$50,000
Part 2 – Site Works					
2.1	Temporary fencing, access and laydown area	1	LS	\$40,000	\$40,000
2.2	Clearing, grubbing and tree removals	1	LS	\$8,000	\$8,000
2.3	Excavation / backfill allowance	1	LS	\$2,000	\$2,000
2.4	Rock Fill / Protection	700	tonne	\$160	\$112,000
2.5	Membrane Barrier	1	LS	\$15,000	\$15,000
2.6	Site restoration	1	LS	\$5,000	\$5,000
Total Part 2 – Site Works					\$182,000

Item	Description	Estimated Quantity	Units	Unit Cost	Total Cost
Part 3 – Environmental Protection Measures					
3.1	Sediment and erosion control measures	1	LS	\$5,000	\$5,000
3.2	Environmental monitoring	1	LS	\$4,000	\$4,000
Total Part 3 - Environmental Protection Measures					\$9,000
Part 4 – Dewatering and Diversion					
4.1	Flow management	1	LS	\$25,000	\$25,000
Total Part 4 - Dewatering and Diversion					\$25,000
Part 5 – Miscellaneous					
5.1	Fencing/site security	1	LS	\$2,000	\$2,000
5.2	Safety Boom	1	LS	\$4,000	\$4,000
5.3	Other miscellaneous	1	LS	\$5,000	\$5,000
Total Part 5 - Miscellaneous					\$11,000
Subtotal (Parts 1 to 5)					\$277,000
Contingency (Class D Estimate)				25%	\$69,250
Total Construction Cost Estimate (rounded to nearest ten thousand)					\$350,000

9. Conclusions

The overall condition of Healey Lake Dam (West Outlet) is in fair to poor condition overall. The structure is currently 90 years old and has not undergone major rehabilitation since its original construction to address any deficiencies. Ongoing leakage of the dam should be monitored, and maintenance repairs could be considered to extend the life of the structure. Rehabilitation or replacement should be considered within the next 5 years.

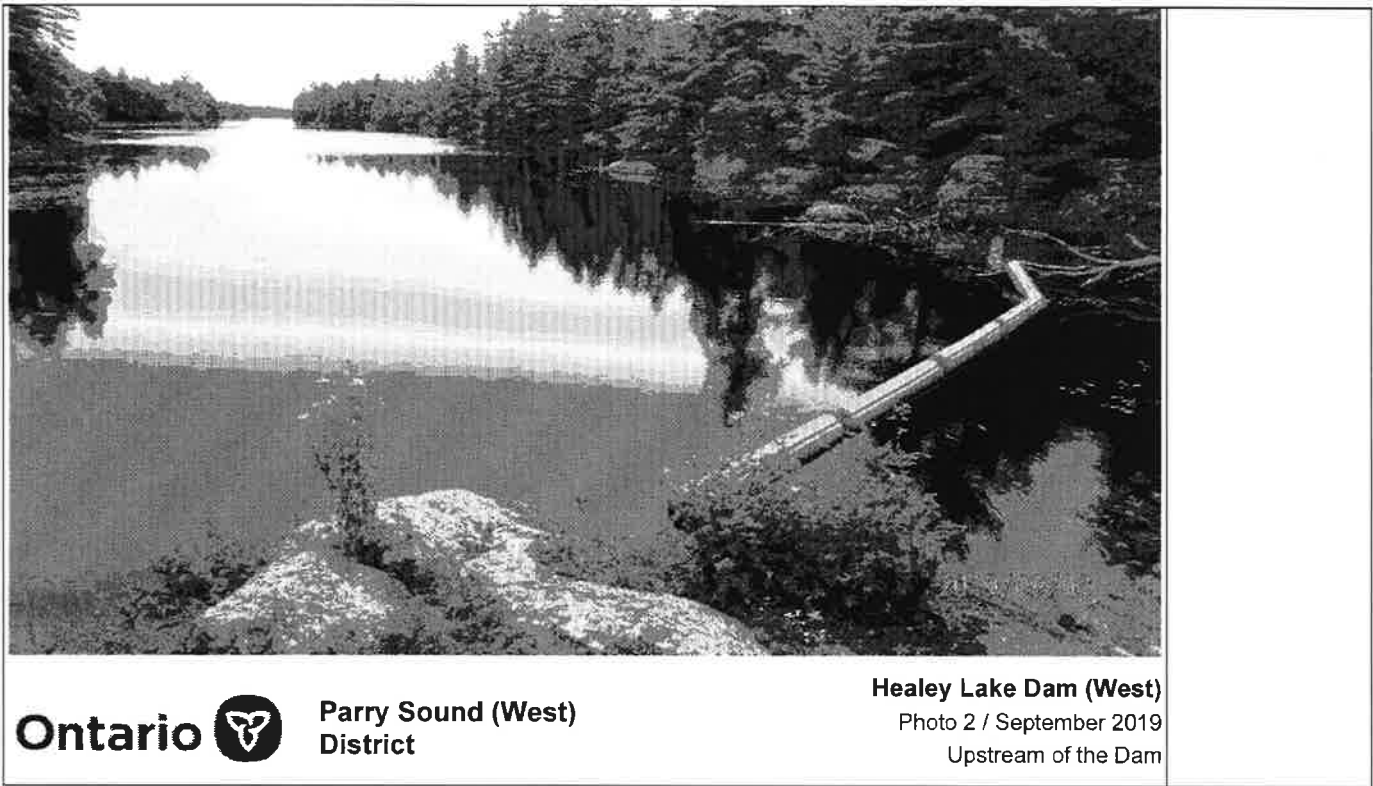
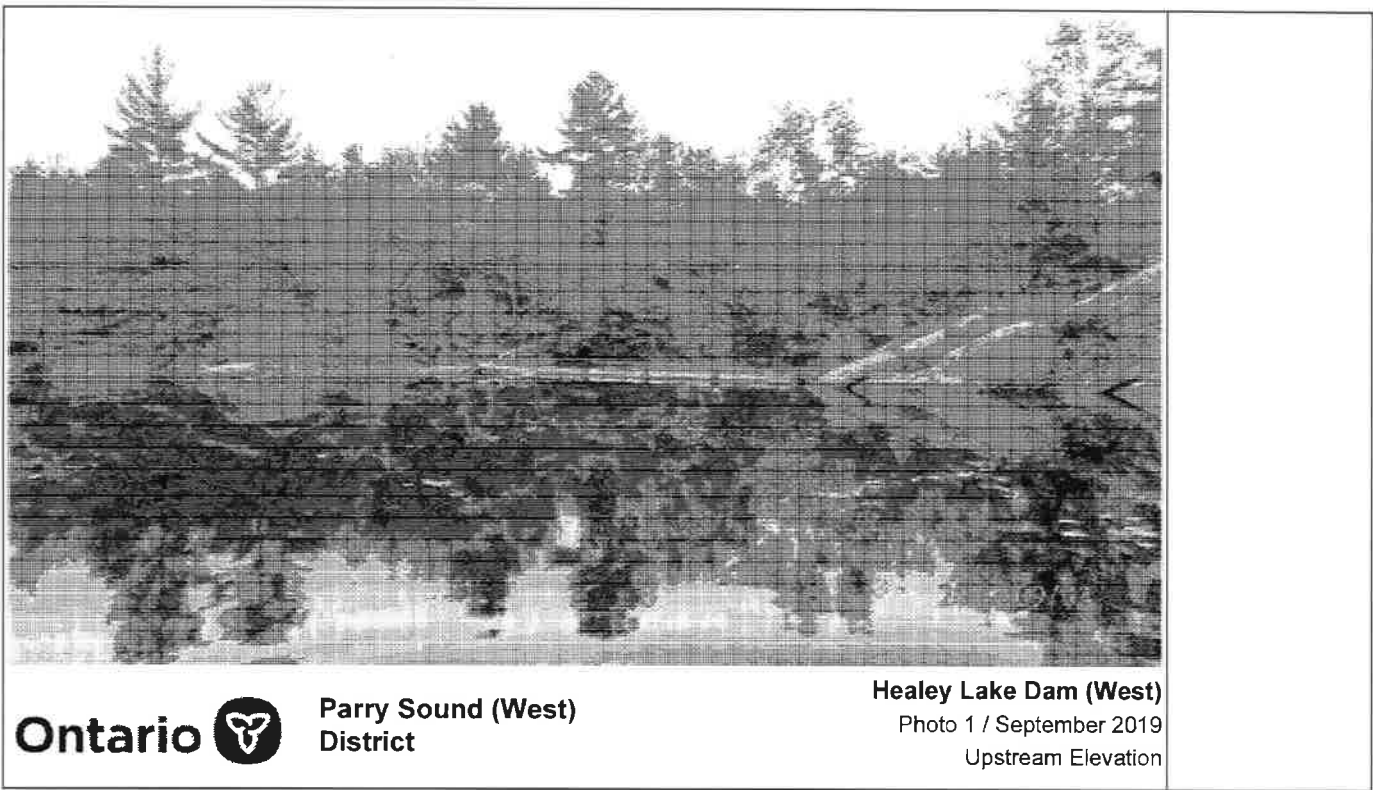
Summary and discussion of the 'Urgent', 'Important', and 'Future' priority items is provided in **Table 14** below.

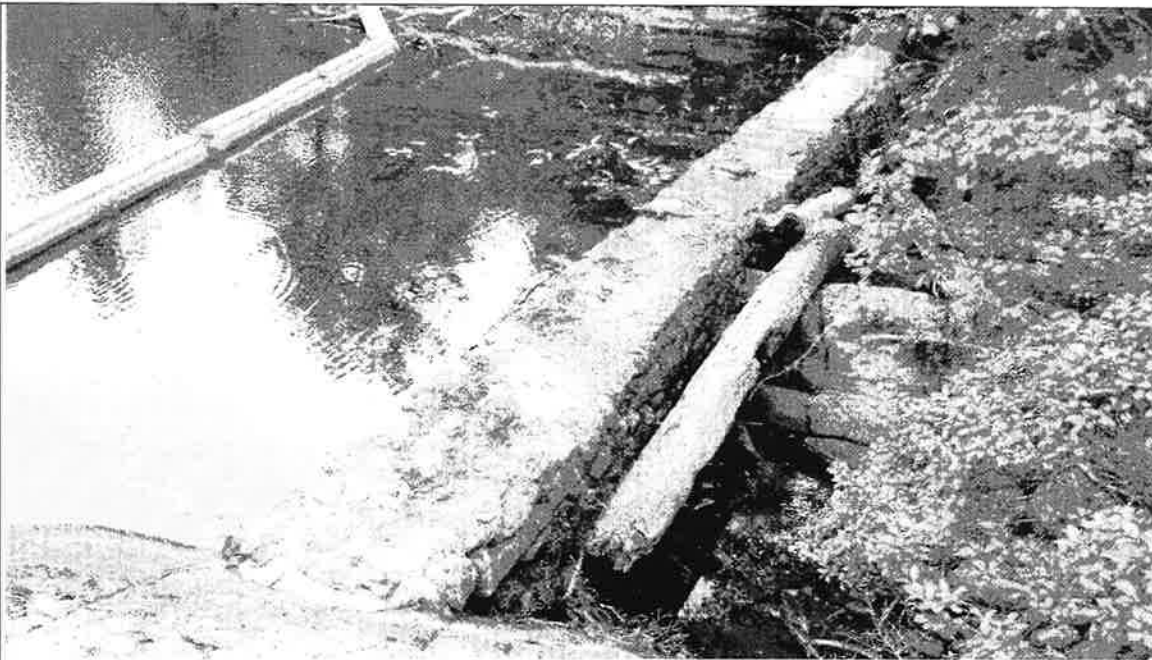
Table 14: Healey Lake Dam (West Outlet) Rehabilitation Priorities

Priority Rating	Description
Urgent	<ul style="list-style-type: none"> There are no items requiring urgent attention or rehabilitation.
Important	<ul style="list-style-type: none"> Rehabilitation or replacement is recommended in 5 year timeframe There are no signs at this dam site. Upstream hazard signage and no trespassing signage on each end of the dam should be considered. The damaged safety booms should be replaced. The trees and vegetation in the immediate vicinity of the dam should be removed to prevent roots damaging the structure components or tree branches potentially falling on the structure, thereby obstructing the operation of the dam. Miscellaneous debris and tree trunks upstream of the safety boom should be cleared.
Future	<ul style="list-style-type: none"> Items listed under the future priority should be considered and monitored during the regular inspections. The joint between the bedrock and masonry stone interface should be monitored for leakage. However, there was little leakage observed during this inspection.

Appendix A

Photographs



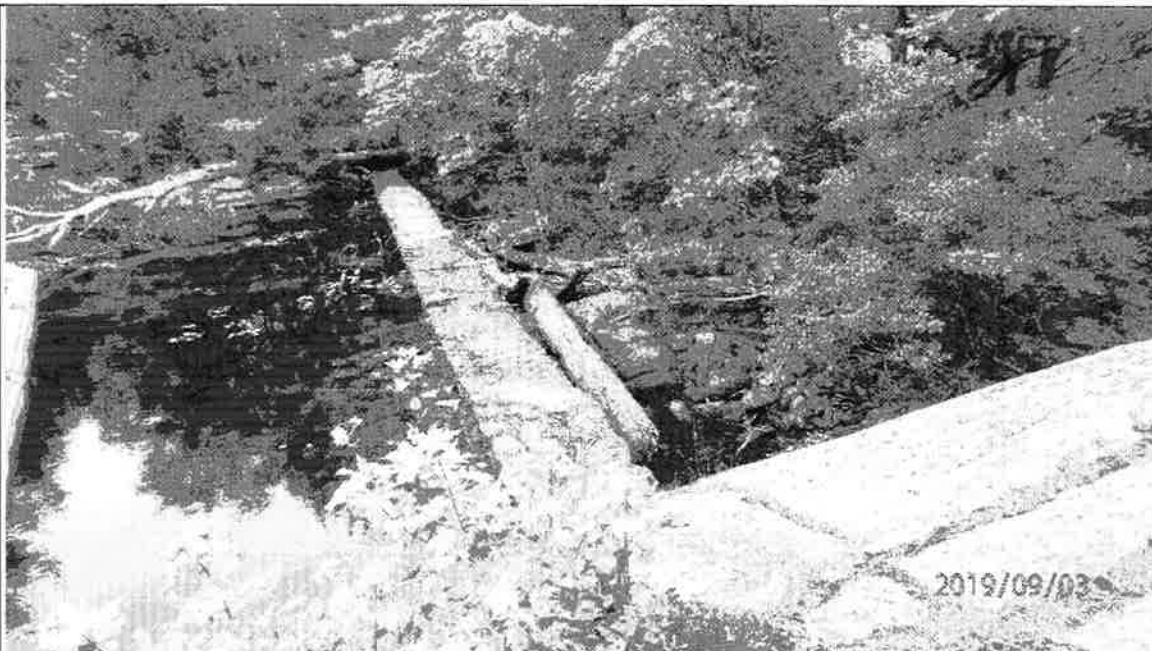


Parry Sound (West)
District

Healey Lake Dam (West)

Photo 3 / September 2019

Downstream Elevation



Parry Sound (West)
District

Healey Lake Dam (West)

Photo 4 / September 2019

Downstream of Dam



Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 5 / September 2019

Top Surface of Overflow Weir, Facing Right

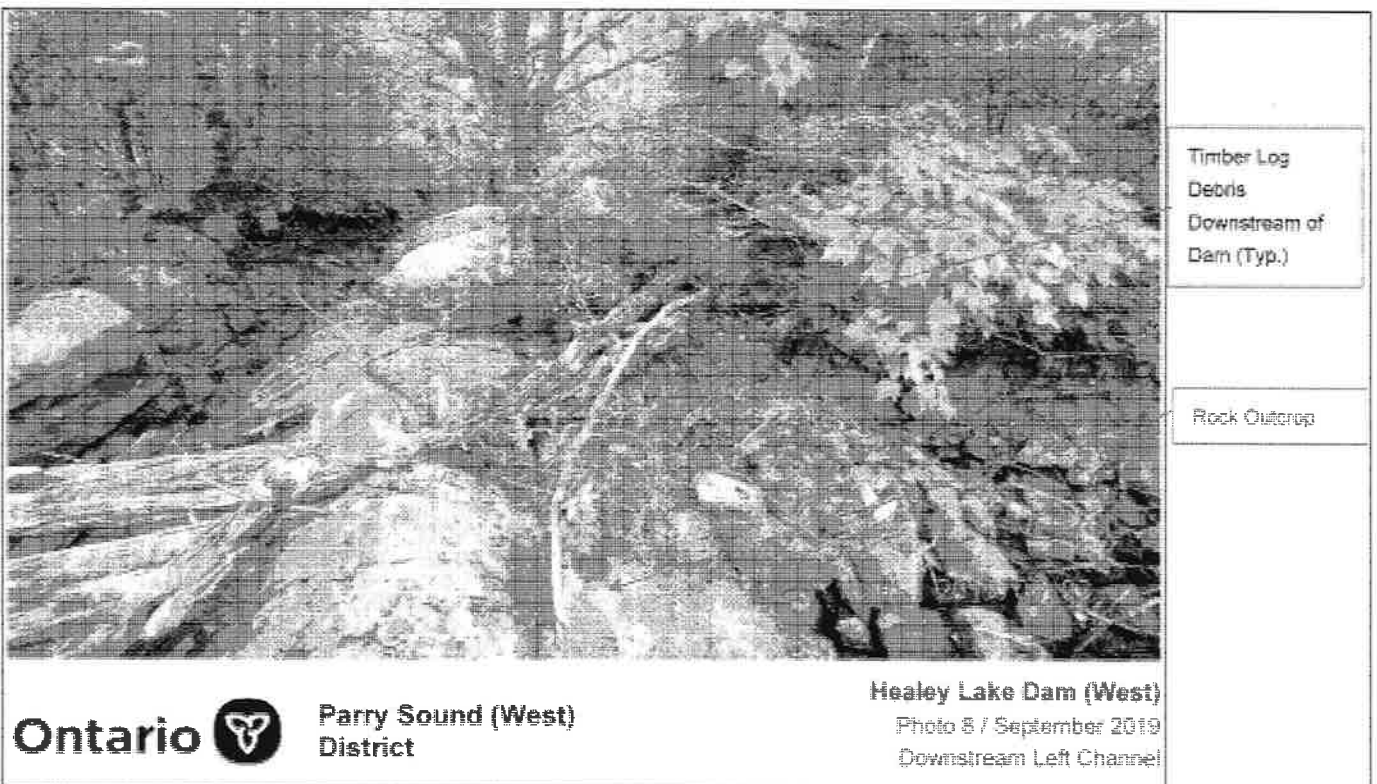
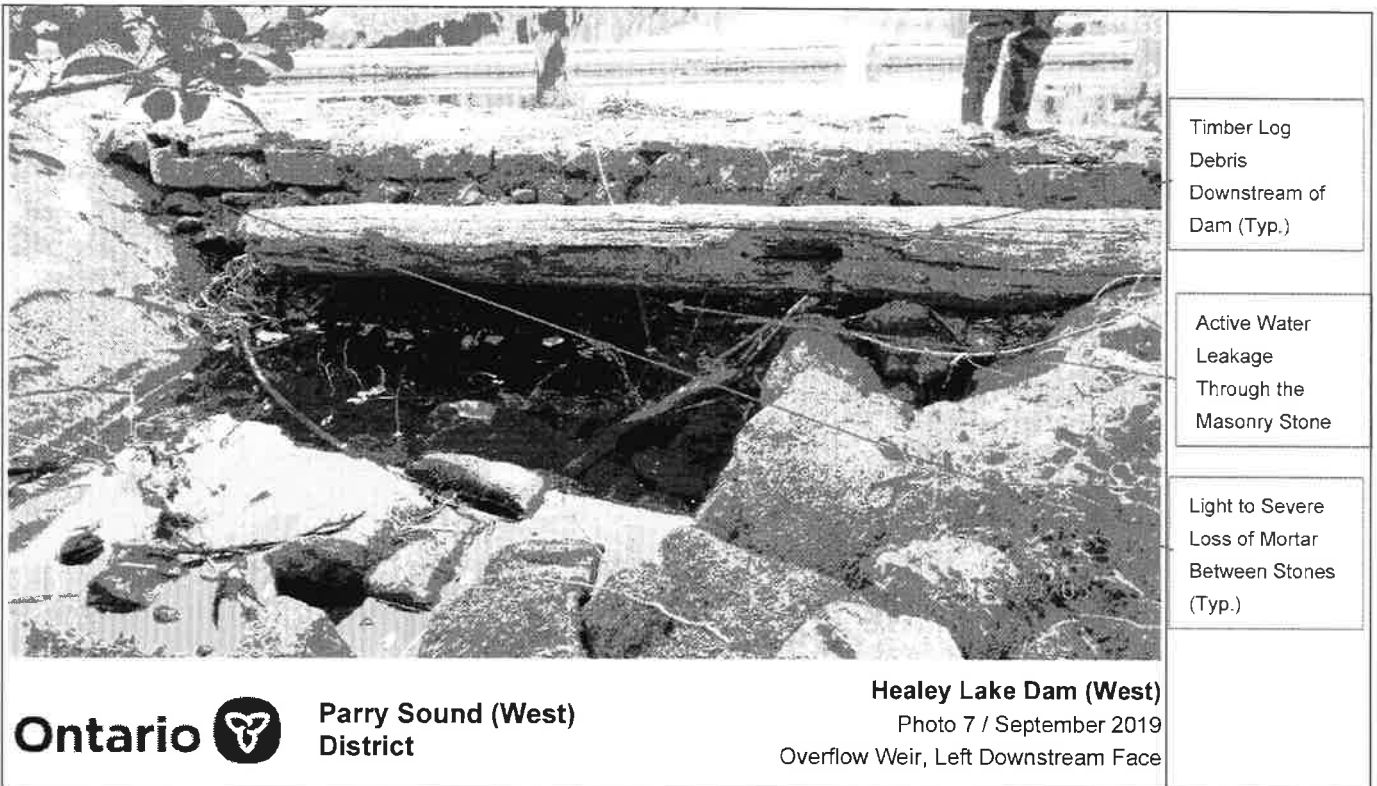


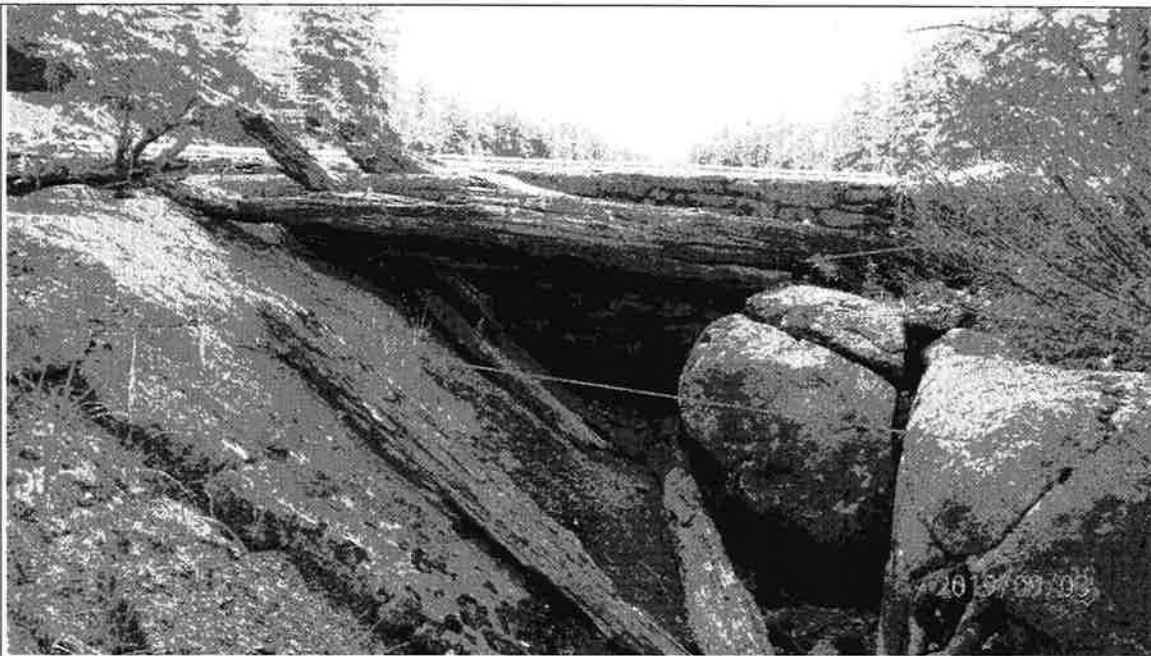
Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 6 / September 2019

Top Surface of Overflow Weir, Facing Left





Timber Log
 Debris
 Downstream of
 Dam (Typ.)

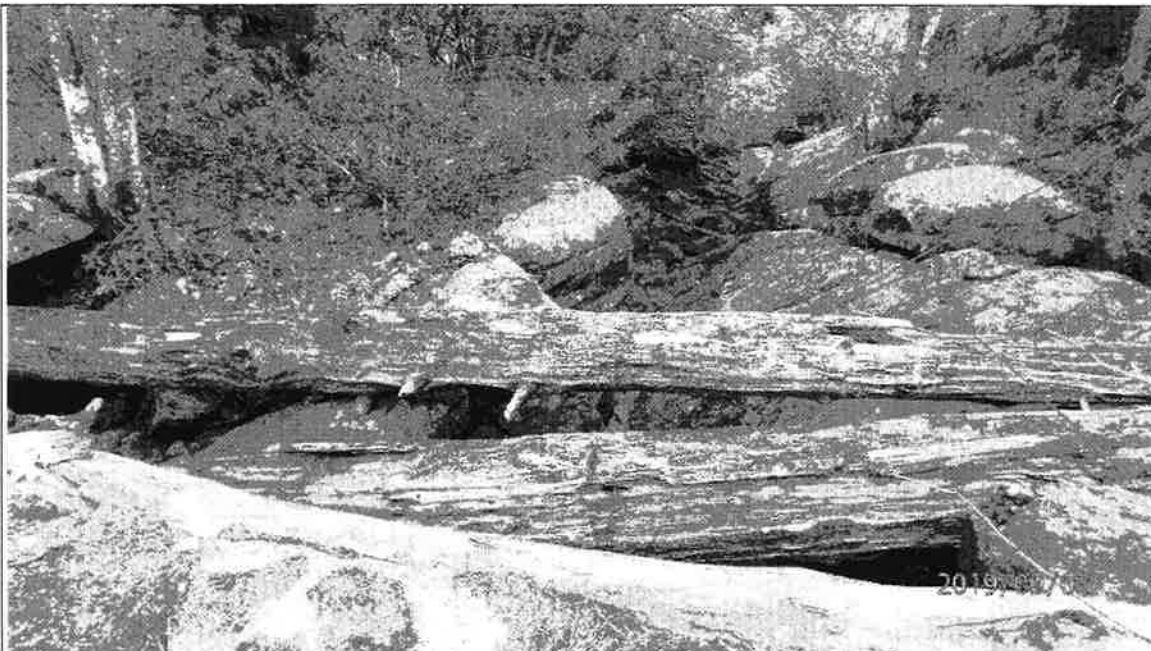
Rock Outcrop



Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 9 / September 2019
 Overflow Weir, Centre Downstream Face



Timber Log
 Debris
 Downstream of
 Dam (Typ.)

Rock Outcrop



Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 10 / September 2019
 Downstream Centre Channel



Light to Severe
 Loss of Mortar
 Between Stones
 (Typ.)



Parry Sound (West)
 District

Healey Lake Dam (West)
 Photo 11 / September 2019
 Overflow Weir, Right Downstream Face



Timber Log
 Debris
 Downstream of
 Dam (Typ.)



Parry Sound (West)
 District

Healey Lake Dam (West)
 Photo 12 / September 2019
 Downstream Right Channel



Active Water
Leakage
Between the
Masonry Stone
and Bedrock



Parry Sound (West)
District

Healey Lake Dam (West)

Photo 13 / September 2019

Overflow Weir, Left Concrete-Bedrock Interface



Large Fallen
Tree Trunk on
Crest of Weir
(Right End)

Wet Surface
Between the
Masonry Stone
and Bedrock

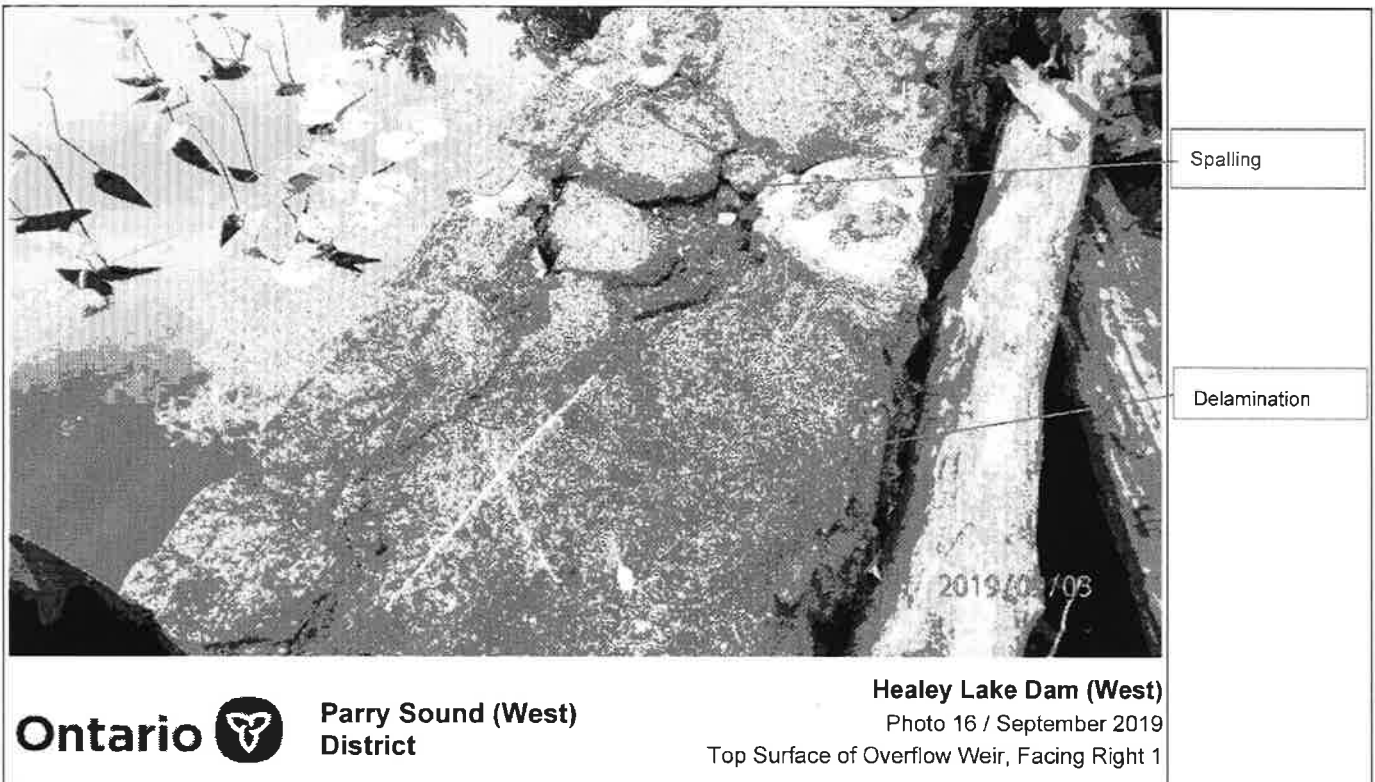
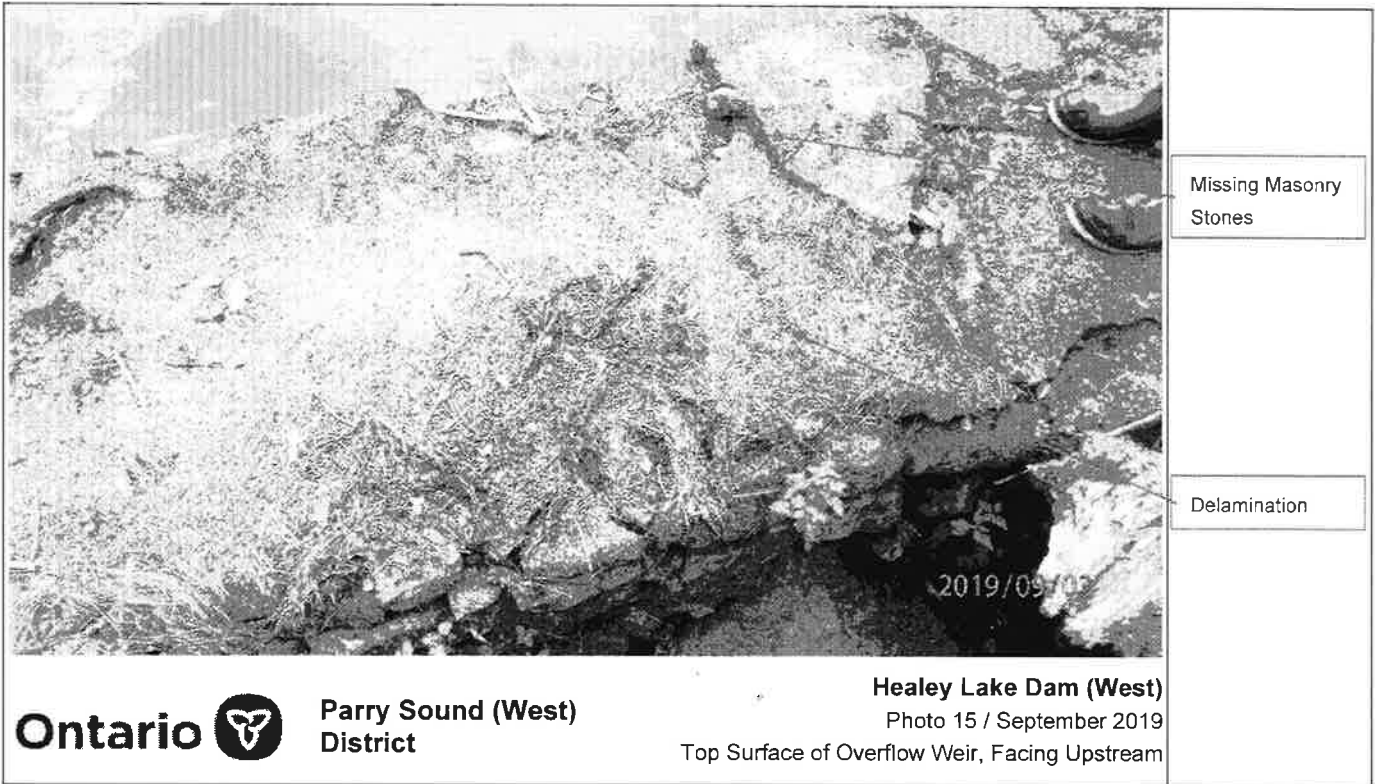


Parry Sound (West)
District

Healey Lake Dam (West)

Photo 14 / September 2019

Overflow Weir, Right Concrete-Bedrock Interface





Delamination on
Crest



Parry Sound (West)
District

Healey Lake Dam (West)

Photo 17 / September 2019

Top Surface of Overflow Weir, Facing Right 2



Active Water
Leakage
Through the
Masonry Stone

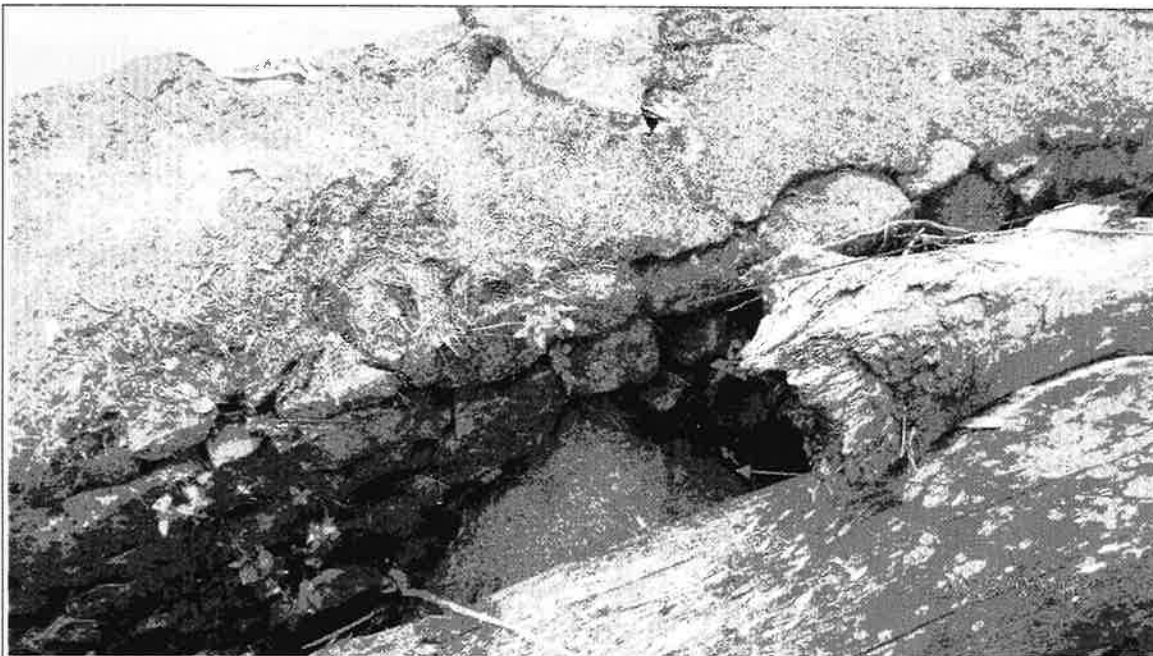


Parry Sound (West)
District

Healey Lake Dam (West)

Photo 18 / September 2019

Overflow Weir, Left Downstream Face - Leakage



Weir Base-
Bedrock
Interface

Wet Surface of
the Downstream
Face and Rock
Outcrop



Parry Sound (West)
District

Healey Lake Dam (West)

Photo 19 / September 2019

Overflow Weir, Centre Downstream Face - Leakage



Light
Moss/Vegetation
Growth (Typ.)

Active Water
Leakage
Through the
Masonry Stone



Parry Sound (West)
District

Healey Lake Dam (West)

Photo 20 / September 2019

Overflow Weir, Right Downstream Face - Leakage



Plastic Liner
 Placed at Left
 Upstream Side of
 Weir (Potentially
 to Stop Leakage
 Through Weir)



Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 21 / September 2019
 Overflow Weir, Left Side Facing Right



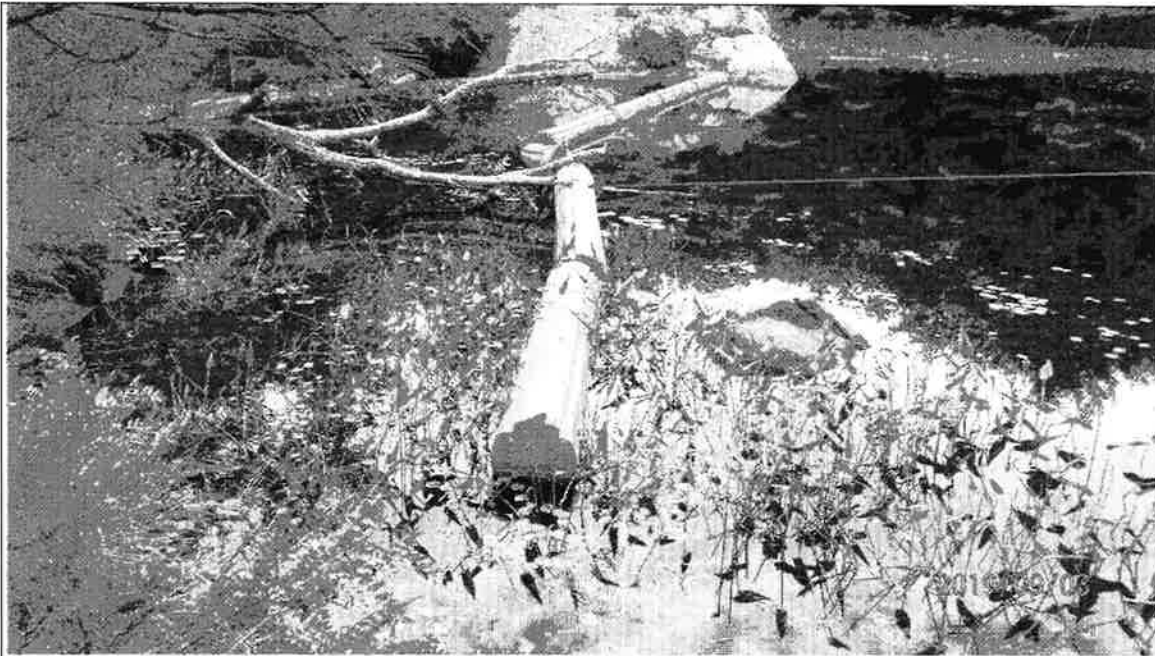
Light to
 Moderate
 Erosion
 Downstream of
 Dam (Typ.)



Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 22 / September 2019
 Downstream Left Embankment

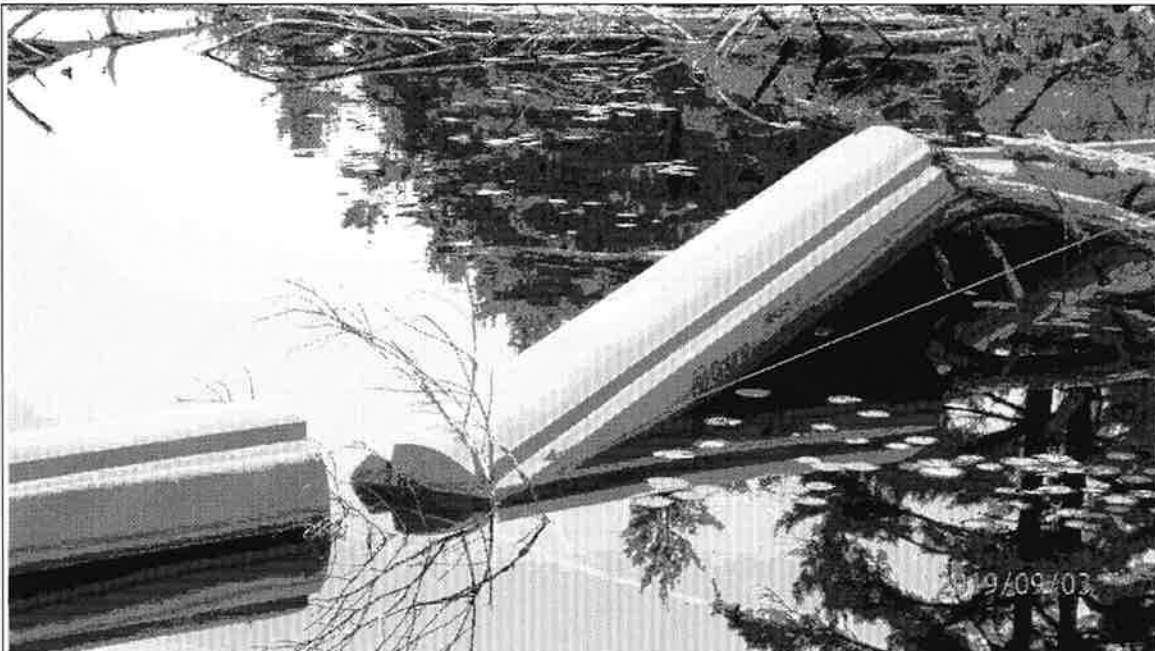


Safety Boom
 Stuck on a Fallen
 Tree at Right
 Side



Parry Sound (West)
 District

Healey Lake Dam (West)
 Photo 23 / September 2019
 Upstream Safety Boom, Facing Left

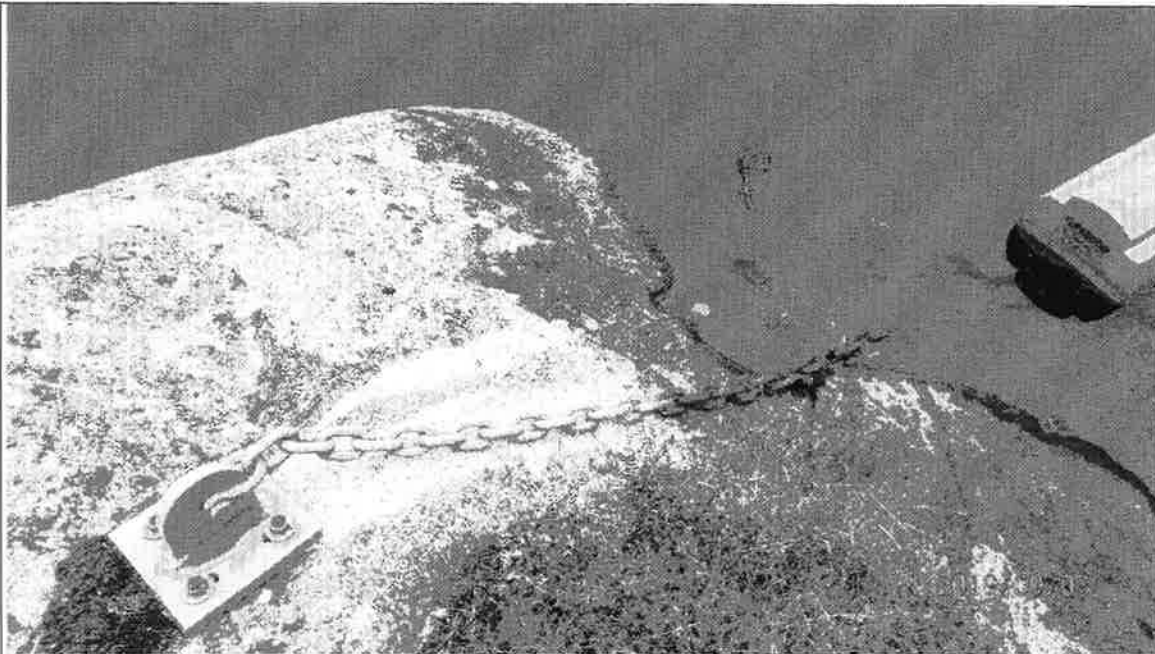


Damaged/
 Sinking Safety
 Boom (Third
 from the Right)



Parry Sound (West)
 District

Healey Lake Dam (West)
 Photo 24 / September 2019
 Upstream Safety Boom, Facing Upstream



Light Corrosion
 of Chain
 Connection

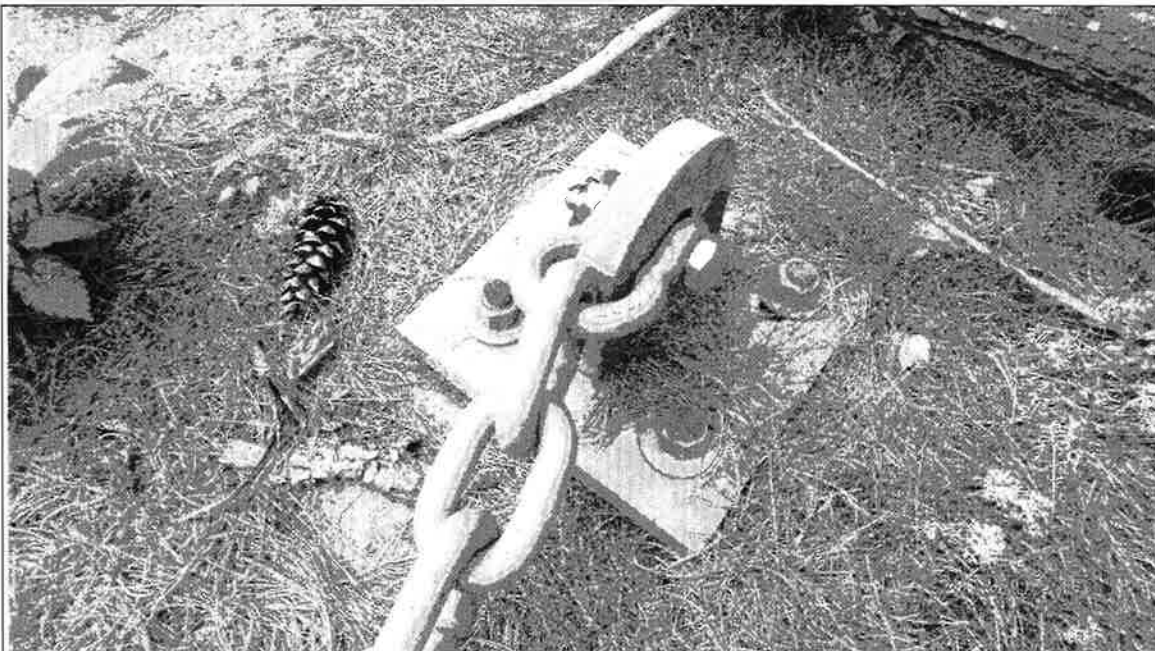


Parry Sound (West)
 District

Healey Lake Dam (West)

Photo 25 / September 2019

Safety Boom Chain Connection and Anchorage – Left



Parry Sound (West)
 District

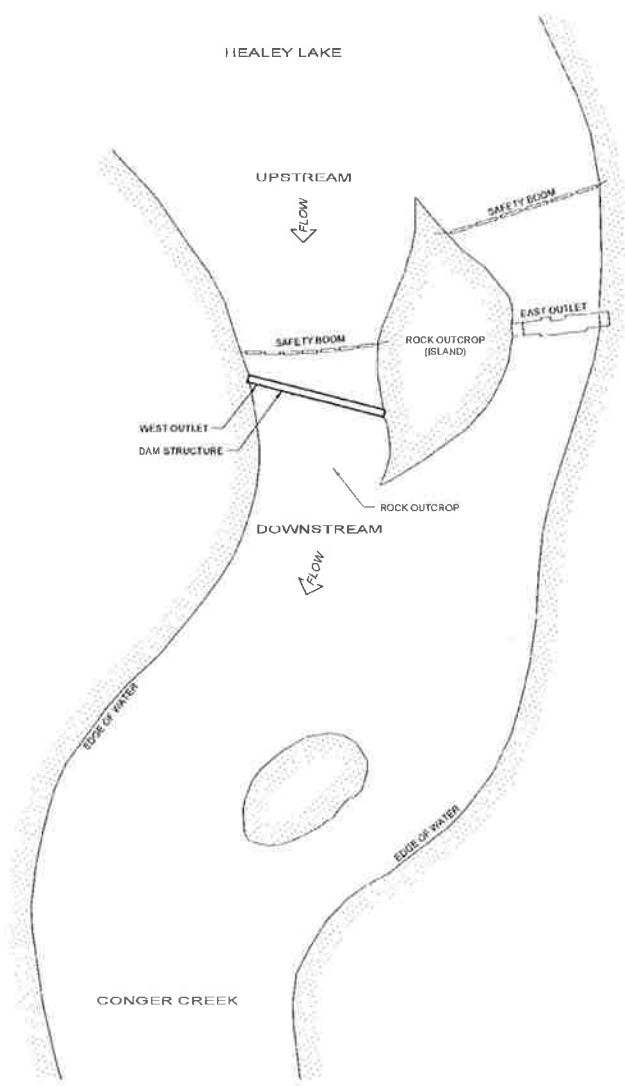
Healey Lake Dam (West)

Photo 26 / September 2019

Safety Boom Chain Connection and Anchorage – Right

Appendix B

Drawings

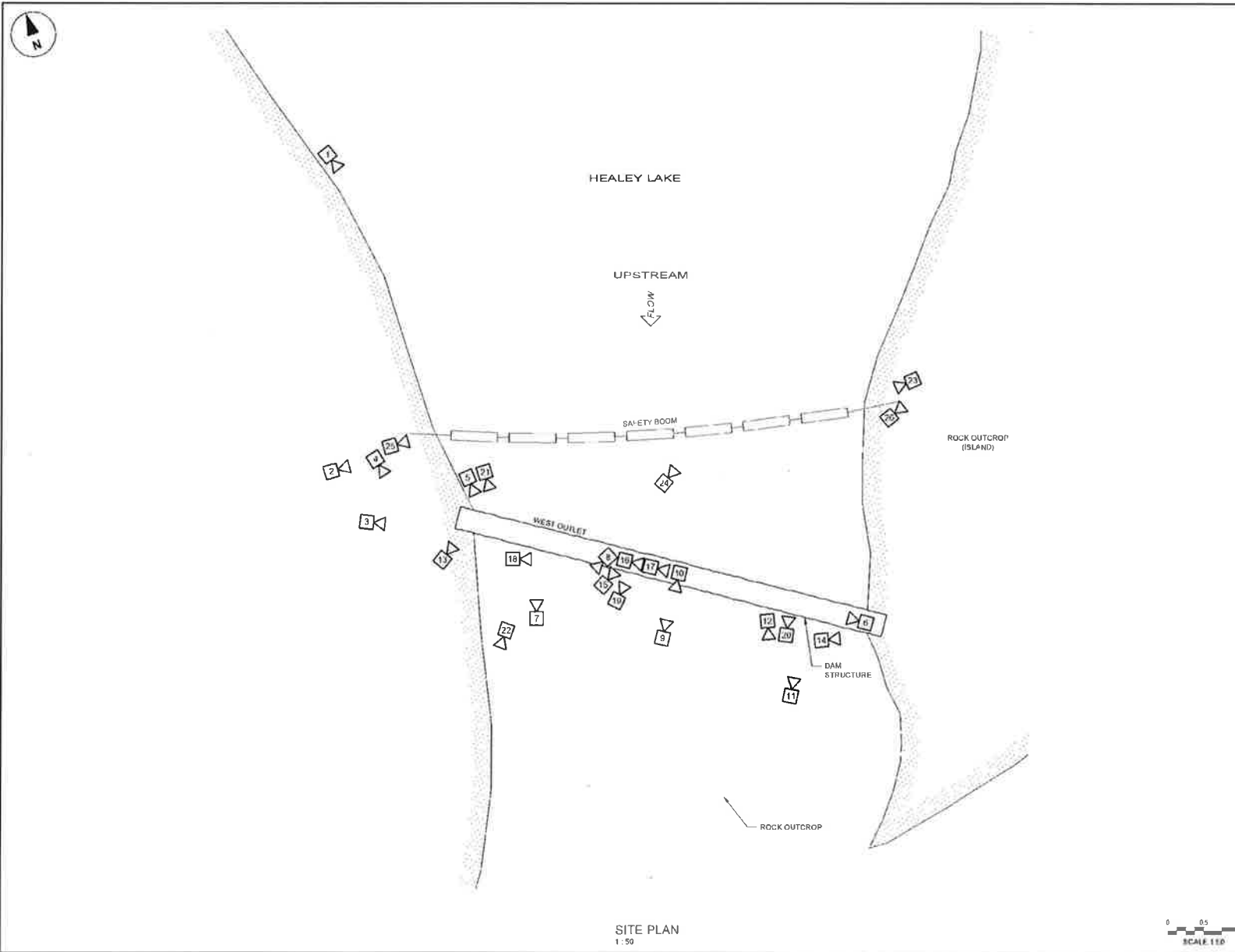


SITE PLAN
1:200



NOTES																																		
LEGEND:																																		
	TREE																																	
	TREE LINE																																	
	DIRECTION OF FLOW																																	
	GUARD RAIL																																	
	BUILDING																																	
	SECTION NUMBER																																	
	SECTION LOCATION																																	
	WATER LEVEL																																	
ABBREVIATIONS																																		
CONC.	CONCRETE	N.T.S.	NOT TO SCALE																															
CL	CENTRE LINE	T/	TOP OF																															
DWG.	DRAWING	TYP.	TYPICAL																															
EL.	ELEVATION	W.L.	WATER LEVEL																															
NOTE																																		
1. DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE																																		
AECOM London, Ontario 519-073-0510 FN No. 65613301																																		
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PROJECT FILE HEALEY LAKE DAM WEST OUTLET		DRAWING NUMBER SITE PLAN																																
<table border="1"> <tr><td>REV.</td><td>JAN. 2020</td><td>WKS.</td><td>AS NOTED</td></tr> <tr><td>DRAWN BY</td><td>A.C./T.E.</td><td>REV. NO.</td><td>1 OF 3</td></tr> <tr><td>CHECKED BY</td><td>J.P.</td><td>APPROVED BY</td><td></td></tr> <tr><td>DESIGNED BY</td><td>G.M.</td><td>FILE NO.</td><td></td></tr> </table>		REV.	JAN. 2020	WKS.	AS NOTED	DRAWN BY	A.C./T.E.	REV. NO.	1 OF 3	CHECKED BY	J.P.	APPROVED BY		DESIGNED BY	G.M.	FILE NO.		REGIONAL ENGINEER																
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DATE: 1/28/2020 9:50:36 AM DRAWN BY: J. Vandenbroucke CHECKED BY: J. Vandenbroucke PROJECT NO: A0364530_46-000155 SHEET NO: 1 OF 1



NOTES	
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	PHOTO NUMBER
DIRECTION	
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London, Ontario 519 673.0510 PIN No.: 00613301	
Ontario	
Ministry of Natural Resources & Forestry	
SOUTHERN REGION ENGINEERING SERVICES	
PARRY SOUND DISTRICT	REGION: SOUTHERN DIST: 37 APP: 37 CD: 3 APP: CENGR
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421	JAN 20

Appendix C

Form B-1 and Form B-2

Ministry of Natural Resources and Forestry - Southern Region
Pre-Inspection Background Information

Prepared by: AECOM Canada Ltd.

Name of Dam: Healey Lake Dam (West) (MNRF ID)

Latest Construction: 1930 Original Masonry Dam Construction
2008 New Boom and Anchor Installation

Last Inspected: 2014

Access: From Highway 400 (at MacTier), east of Lake Joseph Road, left onto Muskoka District Road 11, left onto Healey Lake Road and left traveling south on Sunset Point Road. Dam is located through a private property and along a portage road upstream to the dam.

Lake Controlled: Healey Lake & Kapikog Lake

Lake Area: Healey Lake: 1.036 km²; Kapikog Lake: 0.285 km²
Total Area: 1.321 km²
(Operation Manual, 2007)

Watershed: Moon River

Drainage Area: 69.9 km² (Operation Manual, 2007)

Gauge Info (B.M., Location, R.W.L.): BM – 30.0 m (Local Dam Datum)
Location – Top of East Abutment of the East Outlet - Established in 2002
RWL – 29.83 m (Local Dam Datum)
(Operation Manual, 2007)

Rule Curves: Self-regulating, dam is not operated (Operation Manual, 2007)

List of Drawings: *MNRF Design Drawings:*
Contour Plan of Existing Site-Dwg No. 1 (October 1969)
Contour Plan & General Layout-Dwg No. 2 (March 1970)
Construction & Reinforcing Details and Reinforcing Schedule (August 1988)
Safety Booms (October 2008)
Scheduled Inspection Drawings (2014)

Dam Height (to Sill): 1.64 m (Crest Elev. 29.86 m)

Dam Length: 23.50 m

No. of Sluiceways:	N/A
No. of Stoplogs per Bay:	N/A
Hydrologic Flows:	Not Available
Hydraulic Analysis:	Not Available
Soils Reports:	Not Available
Underwater Inspections:	Not Available
Divestment Opportunities:	Unknown
Known Problems:	
<ul style="list-style-type: none"> • None 	
Summary of File:	All files accessed were located in the MNRF Dam Portals and Parry Sound District Office.
Other Information:	<p>The dam is a concrete overflow weir and is not operated.</p> <p>Recreational activity (such as fishing) around the dam increases in the summer months.</p> <p>It should be noted that there is a rock outcrop that bisects the west outlet.</p> <p>The right bank of the structure is an island/rock outcrop that also serves as the left bank for the Healey Lake Dam West Outlet.</p>

MINISTRY OF NATURAL RESOURCES AND FORESTRY
SOUTHERN REGION

Dam Inspection Report

DATE: September 3, 2019

STRUCTURE: Healey Lake Dam (West) (MNRF ID)

DISTRICT/AREA: Parry Sound (West)

LOCATION: Southwest Outlet of Healey Lake into Conger Creek flowing into Moon River at Moon River Bay, Southeast side of Georgian Bay; Lot 37, Concession 2, Township of Conger (Municipal Township of Archipelago) (UTM Coordinates: 17T 4998456.89 m. N. 581868.8 m. E.).

INSPECTED BY: AECOM Canada Ltd.

WEATHER: Overcast, Raining 14°C

1) EARTH EMBANKMENT (INCLUDING EMERGENCY SPILLWAY)

- Moderate vegetation and tree growth along the embankments/shorelines.
- Light to moderate erosion was noted at downstream embankments.
- Dense vegetation/tree foliage downstream of the weir on the rock outcrop.

2) CONCRETE STRUCTURES (WINGWALLS, PIERS, DECK, SPILLWAYS, APRON, ETC.)

Overflow Weir

- Fair to poor condition.
- Localized light vegetation growing through the masonry stone joints and grout on the crest.
- Scattered locations of light moss growth on the downstream face of the weir.
- A plastic liner was placed on the upstream face of the weir for approximately 3.8 m in length at left end to plug the leakage through the stones.
- Little to moderate active water leakage was noted passing through the masonry stones at several locations.
- Starting from the left end of the weir the following stations were observed to have active water leakage:
 - Between 0.0 m - 5.0 m -> active water leakage through the masonry stones.
 - At 8.0 m -> wet surface on the downstream face.
 - At 10.5 m -> wet surface on the downstream face.
 - Between 12.6 m - 15.0 m -> active water leakage through the masonry stones.
- Medium to severe loss of mortar between the stones (joints).
- Light to medium delamination and softening of the mortar between the stones.
- Several small and medium size areas of missing stones causing cavities on the crest/downstream face.

- Delamination on the crest at approximately 4.5 m long section near the middle of weir.
- Starting from the left end of the weir the following stations have spalls (missing stones and mortar)
 - At 5.4 m -> 700x60x80 mm depth
 - At 7.3 m -> 600x500x60 mm depth
 - At 8.4 m -> 700x250x70 mm depth
 - At 11.6 m -> 800x100x70 mm depth
 - At 12.6 m -> 300x200x60 mm depth
- Several small and large timber log debris directly downstream of the dam.
- One large tree trunk on the crest at right end.

3) WOODEN AND METAL STRUCTURES (DECKS, GAINS, RAILINGS, CONDUITS, ETC.)

Metal Gains

- None

Metal Gain Covers

- None

Guard Rails

- None

Gantry

- None

Fall Arrest System

- None

4) GATES AND/OR STOPLOGS (IDENTIFIED LOOKING U/S LEFT TO RIGHT)

None

5) WATER LEVEL GAUGE (READING & CONDITION)

None

6) WINCHES (TYPE & NUMBER)

None

7) VALVES (TYPE & NUMBER)

None

8) BOOM (DRIFTWOOD, CHAINS, ANCHORS)

- Boom reportedly were installed in 2009.
- One (1) partitions of 7 segments of orange TUFFBOOM installed upstream of the dam.
- Safety boom chains are anchored into the bedrock at shoreline/outcrop (island) and are in fair to good condition.
- The safety booms were in fair to good condition with light corrosion of the connection chains

- below the waterline.
 - Two of the booms at right end are stuck over a tree.
 - One (1) damaged/sinking boom (third from the right anchorage).
-

9) EROSION (UPSTREAM & DOWNSTREAM)

- Dam structure is founded in bedrock.
 - No erosion evident at the time of inspection.
-

10) SEEPAGE OR LEAKS

- Little to moderate active water leakage was noted passing through the masonry stones at several locations and between the masonry structure and bedrock interface.
-

11) ACCESS ROUTE (LOCATION OF GATE KEYS, WINCH HANDLES AND KEYS)

Take Highway 400 (at MacTier), east of Lake Joseph Road, left onto Muskoka District Road 11, left onto Healey Lake Road and left traveling south on Sunset Point Road. Dam is located through a private property and along a portage road upstream to the dam.

12) SAFETY ISSUES (PUBLIC & OPERATOR)

Public Safety

- No signage located at the dam.
- There is no railing on the crest of the dam.
- There are no gates/fences at dam sides

Operator Safety

- There is no railing on the crest of the dam and no gates or barriers at the ends of the dam. Consider installing fence/gates at the ends of the weir.
-

13) DIVESTMENT AND/OR DECOMMISSIONING OPPORTUNITIES

None

14) GENERAL REMARKS

Dam is in fair to poor overall condition.

15) RECOMMENDATIONS

URGENT PRIORITY ITEMS

- None.

IMPORTANT PRIORITY ITEMS

- There are no signs at this dam site. Upstream hazard signage and no trespassing signage on each end of the dam should be considered.
- One of the damaged safety booms should be replaced.
- The trees and vegetation in the immediate vicinity of the dam should be removed to prevent roots damaging the structure components, tree branches potentially falling on the structure and obstructing the operation of the dam.

- Miscellaneous debris and tree trunks upstream of the safety boom that should be cleared.
- Reduce leakage through the installation of a water barrier liner
- Address structural issues with the repair of spalled/missing stones and repointing the mortar joints.
- Rehabilitation or replacement recommended in 5 year timeframe.

FUTURE PRIORITY ITEMS

- The dam is in fair to poor condition for its age. It should be monitored closely for any notable changes.
- The joint between the bedrock and masonry stone interface should be monitored for leakage. However, there was little leakage observed during this inspection.

**Appendix B – Healy Lake Property Owners Association –
Correspondence to Ministry of Natural Resources and
Forestry, November 31, 2021.**

<letterhead>

November 30, 2021

Sharon Rew
Regional Director
Southern Region
sharon.rew@canada.ca

RE: Replacement of The Healey Lake Dam, West Side

Ms. Rew,

I am writing you on behalf of the Healey Lake Property Owners Association (HLPOA).

The water from Healey Lake drains into Georgian Bay near the foot of the Moon River Falls. The lake was dammed in 1930. Two dams (weirs) were constructed on either side of an island at the foot of one the western bays of Healey Lake.

The East dam was replaced in 1993 with cement construction. We have the MNR inspection reports from the engineering firm that inspected the east dam in 2014 and 2019. The latest report gives the status of the dam as being from fair to good. Some remedial work is recommended, but no major repairs are considered necessary at this time.

The west dam has had no repairs in 91 years. It is a mortar and stone dam that is leaking around one end and through the body of the dam where the mortar has been dislodged. In one section the flat stone on the top has been dislodged.

The 2019 engineers report states this dam is in fair to poor condition. The report states that major rehabilitation or replacement is recommended within the next 5 years (2019 report).

Our association has been working for 5 years with Amanda Vincent, of the Parry Sound District, try to seal the leaks and get on the priority list for replacement of the Dam. For various reasons, the work planned by the district for each of the last three years to try to close the leaks, has not been completed

The latest engineering report is very concerning but there does not seem to be much the local district can do to. The latest response we have had from Ms. Vincent, is on the following page. The response is not very encouraging considering the engineers timeline of 2024 for major rehabilitation or replacement of the west dam.

The purpose of this letter is twofold.

- To learn what steps we need to take to get on the list of dams that require rehabilitation or replacement in the next three years.
- To solicit your support to be put on the list of dams to be rehabilitated/replaced within the next three years

The association and its members are concerned about the risk of failure of the dam. A dam failure would lower the lake 4-5 feet and cause significant environmental and economic damage.

We look forward to your input and advice for a way to expedite a timely and cost effective way to meet our objectives.

Yours sincerely

David Latter
President of the HLPOA

Attachment: 2014 and 2019 Engineering reports and 2020-2021 dam infrastructure plan.

Email from Amanda Vincent, October 14, 2021

Dear Mr. Latter,

Thank you for sharing your concerns regarding the Healey Lake Dam.

Parry Sound District is aware of recommendations within the 2019 Healey Lake Dam (West Outlet)- Inspection Report.

The District role in major capital projects such as major rehabilitation and replacement to water control infrastructure is to provide support for planned major infrastructure projects and identify potential minor maintenance projects for funding in addition to day to day operations and annual operator inspections.

Parry Sound District will identify minor maintenance for the Healey Lake Dam during annual capital planning. Capital planning priority for these projects is allocated based on risk to Operator Safety, Public Safety and then to minor maintenance needs with remaining capital funds.

Permit Comparison Summary

Issued For Period MAR 1,2022 To MAR 31,2022

Type	Number	Property
-GARAGE/STORAGE BUILDING	2022-0027	16 A97 ISLAND
-DEMOLITION	2022-0028	1922 GEORGIAN BAY
-GAZEBO	2022-0029	90 KAPIKOG SOUTH RD
-DOCK	2022-0030	90 KAPIKOG SOUTH RD
-GARAGE/STORAGE BUILDING	2022-0031	18 GARDNER LANE
-LIVING ADDITION	2022-0032	457 GEORGIAN BAY WATE
-DOCK	2022-0033	457 GEORGIAN BAY WATE
-DOCK	2022-0034	216 CRANE LAKE
-RENOVATION	2022-0035	1 A695 ISLAND
-DOCK	2022-0036	1 B464 ISLAND
-DECK	2022-0037	148 SOUTH SHORE RD
-RENOVATION	2022-0038	200 S CRANE LAKE RD
-LIVING ADDITION	2022-0039	700 GEORGIAN BAY
-LIVING ADDITION	2022-0040	700 GEORGIAN BAY

Permit Comparison Summary

Issued For Period MAR 1,2022 To MAR 31,2022

	Previous Year			Current Year		
	Permit Count	Fees	Value	Permit Count	Fees	Value
-ACCESSORY BUILDING	3	687.00	62,550.00	0	0.00	0.00
-DECK	4	1,434.00	130,480.00	1	440.00	40,000.00
-DEMOLITION	1	50.00	0.00	1	50.00	10,000.00
-DOCK	2	270.00	50,000.00	4	200.00	78,200.00
-GARAGE/STORAGE BUILDING	0	0.00	0.00	2	1,122.00	102,000.00
-GAZEBO	0	0.00	0.00	1	165.00	15,000.00
-LIVING ADDITION	8	6,951.00	632,100.00	3	3,210.00	291,950.00
-RENOVATION	0	0.00	0.00	2	1,650.00	150,000.00
-SEASONAL DWELLING	1	4,096.00	372,450.00	0	0.00	0.00
-SEWAGE CLASS 4	1	500.00	20,000.00	0	0.00	0.00
-SLEEPING CABIN	4	3,077.00	279,750.00	0	0.00	0.00

	<u>Previous Year</u>	<u>Current Year</u>
Total Permits Issued	24	14
Total Dwelling Units Created	1	0
Total Permit Value	1,547,330.00	687,150.00
Total Permit Fees	17,065.00	6,837.00
Total Compliance Letters Issued	4	0

BUILDING PERMIT SUMMARY (comparison 2021 to 2022)

2021

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	20	1,569,940.00	17,196.00	10,561
FEB	9	84,500.00	979.00	3,442
MAR	24	1,547,330.00	17,065.00	12,387
APR	22	855,000.00	11,085.00	11,037
MAY	34	3,968,000.00	46,522.00	12,348
JUN	49	4,127,550.00	49,212.00	20,880
JUL	37	3,836,630.00	46,398.00	16,423
AUG	47	4,236,950.00	52,620.00	8,417
SEP	36	4,935,245.00	56,903.00	28,045
OCT	25	1,114,344.00	14,574.00	12,318
NOV	12	1,385,614.00	16,217.00	12,568
DEC	7	1,302,320.00	14,654.00	5,776
TOTALS	322	\$28,963,423.00	\$343,425.00	154,202

2022

Month	Total No.	Value	Fees	Permit Area (Sq. Feet)
JAN	18	2,392,760.00	24,934.00	19,585
FEB	8	1,879,600.00	20,954.00	7,708
MAR	14	687,150.00	6,837.00	5,743
TOTALS	40	\$4,959,510.00	\$52,725.00	33,036

10 Year Building Permit Comparison

Inspectors	Year	Total Number	Construction Value	Permit Fees	Permit Area (Sqft)
2	2021	322	\$28,963,423	\$343,425	154,202
2	2020	217	\$14,485,336	\$170,470	97,798
2	2019	229	\$17,583,215	\$206,557	111,251
2	2018	243	\$13,384,210	\$158,586	97,049
2	2017	253	\$12,079,625	\$158,298	112,450
2	2016	255	\$14,263,575	\$190,799	97,112
3	2015	251	\$10,181,075	\$141,225	104,769
3	2014	203	\$8,683,875	\$116,569	71,947
3	2013	238	\$8,357,912	\$110,466	87,848
3	2012	280	\$10,861,525	\$147,012	95,280
Average 2012-2021		249	\$13,884,377	\$174,341	102,971
Jan 1 - Mar 31, 2022		40	\$4,959,510	\$52,725	33,036

The Township of The Archipelago

Recommendation Report to Committee

Report No.: ENVIRONMENT- 01-2022

Date: April 21, 2022

Originator: Cale Henderson, MCIP RPP
Manager of Development & Environmental Services

Subject: Seabins – Memorandum of Understanding to transfer ownership to TOA

RECOMMENDATION

It is recommended that the Township enter into the Memorandum of Understanding with Georgian Bay Forever to obtain full ownership of the Seabins and commit to continue to collect data in partnership with Georgian Bay Forever.

BACKGROUND

Seabins is a floating trash collection system, which helps to collect floating debris and waste in the waters. A Seabin catches an estimated 1.4 tons of floating debris per year (depending on weather and debris volumes) including micro-plastics down to 2 mm small.

Council for the Township of The Archipelago passed a resolution in February of 2020 to support the Georgian Bay Forever's application to install Seabins in the waters of Georgian Bay. The Township installed Seabins at the Pointe au Baril Wharf and at Holiday Cove Marina and participated in Georgian Bay Forever's Diversion 2.0 Project.

In accordance with the initial Memorandum of Understanding, a total investment of \$6400, plus installation costs, was required for the two Seabins and to participate in the program. The program was completed on March 31, 2022 and Georgian Bay Forever has requested the Township enter into the attached Memorandum of Understanding to complete the transfer of ownership of the Seabins from Georgian Bay Forever to the Township of The Archipelago. In addition, the MOU outlines the Township's commitment to continue to use the Seabins in Georgian Bay and to continue provide waste collection data, as part of the International Trash Trap Network (ITTN).

FINANCIAL IMPLICATIONS

Minimal costs - staff time to collect data and ongoing maintenance costs.

RECOMMENDATION

It is recommended that the Township enter into the Memorandum of Understanding with Georgian Bay Forever to obtain full ownership of the Seabins and commit to continue to collect data in partnership with Georgian Bay Forever.

Respectfully Submitted,



Cale Henderson, MCIP RPP
Manager of Development & Environmental Services



John B. Fior
CAO

**MEMORANDUM OF UNDERSTANDING
RESPECTING
the transfer of assets has transpired**

Between

Georgian Bay Forever (GBF)

AND

**Township of the Archipelago
(hereinafter referred to as "TOA")**

(hereinafter collectively referred to as the "**Participants**" or individually as a "**Participant**")

WHEREAS the Participants share several commonly held goals and objectives pertaining to protection and preservation of Georgian Bay;

Whereas TOA through ethical and strategic partnering arrangements, the Participants wish to continue to work together on **the transfer of assets has transpired**;

Whereas, TOA agrees to accept ownership of the Seabin that was provided through GBF's Diversion 2.0 project in the Spring of 2021. TOA agrees to continue to maintain, clean and utilize the Seabin as it is intended – to capture in-water trash for removal purposes, thus protecting the quality of Georgian Bay water.

Whereas an important subset of this initiative is the continuing engagement of community volunteers, and our many partners and the Participants wish to look for opportunities to train, spread knowledge and support the coaching of more shoreline communities and stakeholders to develop sustainable in-the-field volunteer capacity and create a direct awareness of the importance of wetlands and our community's role in protecting our unique coastal habitats for all species but most importantly those at risk; and

now therefore the Participants intend to continue to work cooperatively, as much as possible, within and consistent with their respective mandates to quantify the pollution and trash being removed, and will continue to upload data to the larger collaboration through the International Trash Trap Network (ITTN), utilizing the data tracker app and other available tools.

1. Employees and Volunteers

- 1.1 Each Participant understands and concurs that either of them may, from time to time, with mutual notice and consent, have employees and/or volunteers of the other Participant visit or work upon its premises, subject to internal security policies and procedures of each Participant.
- 1.2 In such cases, each Participant understands and concurs that such employees and/or volunteers will remain employees of their employer who will remain responsible for those employees and/or volunteers and their health and safety, (subject to the Canada Labour Code, should the visitors work upon PCA premises), for paying their salary, wages and other benefits, as well as for making such deductions and remittances from salary, wages and any other kind of pay as required at law.
- 1.3 This MOU is not a contract and does not create any legally binding obligations between the Participants, but represents their desire to cooperate, collaborate and to exchange information and knowledge for the common good.
- 1.4 The Participants acknowledge that this MOU does not constitute an association for the purpose of establishing a legal partnership or joint venture and does not create an agency relationship between Georgian Bay Forever and TOA and that it in no way implies any agreement or undertaking to conclude any subsequent agreement.

2.. Notice/Contact Information

Georgian Bay Forever

Name: David Sweetnam
Title: Executive Director
Address: P.O. Box 75347, Toronto, Ontario M4M 1B3
Tel.: 905-880-4945 ext. 1
Email: ed@gbf.org

TOA

Name: Name
Title: Title
Address: Address
Tel.: Telephone *E-mail:* E-mail

The Participants have executed this Memorandum of Understanding as attested by the signatures of their duly authorized representatives for such purposes.

FOR Georgian Bay Forever		FOR TOA	
<div>X</div>		<div>X</div>	
<i>Name:</i>	David Sweetnam	<i>Name:</i>	Name
<i>Title:</i>	Executive Director	<i>Title:</i>	Title
<i>Date:</i>	Date of signature	<i>Date:</i>	Date of signature
<i>Location:</i>	Toronto, Ontario	<i>Location:</i>	City/Town, Province

The Township of The Archipelago

Information Report to Council

Report No.: Operational Services 2022-005

Date: 21st April 2022

Originator: Greg Mariotti, Manager of Operational Services

Subject: Operational Services Update

Public Works and Environmental Services Update

A flair disposal day is taking place in Parry Sound at the Sound Boat Works on July 2nd. Staff are attempting to secure interest in holding a flare disposal day at a marina in Archipelago North.

A submission has been made to the Federation of Canadian Municipalities' 2022 Sustainable Communities Awards, a copy of which, is attached.

The HRV at the Community Centre is commissioned and the building is now open for community events. Staff will still require visitors to sign in and are requesting that, whenever possible, for visitors to wear face coverings.

An HRV system will also be installed at 9, James Street. This project is estimated to cost just over \$39,000 and has been budgeted for by using Covid-19 grant monies.

Staff continue to look into additional funding applications; one application has been made with the Ontario Trillium Foundation, in the amount of \$59,000, to purchase and install exercise equipment and other fitness solutions at the Community Centre.

Another application will be made to increase the amount of roof insulation at the Community Centre – following a site visit by a contractor, the insulation is currently rated at R30, whereas residential code requires R60. See below a photograph that visualizes the difference between the two insulation values (note, the photograph is not of the roof of the Community Centre itself). If this work is not supported through funding, staff will be recommending this project be included in the 2023 capital budget.



This season, during the spring thaw, staff have noticed an increased amount of falling rocks along Blackstone-Crane Lake Road at the location marked by the arrow on the map below. A rate payer also alerted staff to this issue.



As an immediate measure "Falling Rock" caution signs have been posted along the road. Options and costs to remedy the issue will be investigated as a priority.



Proposed Council Resolution for Pointe au Baril Sculpture

It is recommended that Council approve a resolution allowing staff to implement the relocation and installation of the Bob Murray sculpture, owned by Ms. Jasmine Herlt and Mr. Doug Steiner, to Pointe au Baril. Ms. Herlt and Mr. Steiner will be a delegation at Council on the 22nd April, to answer any additional questions prior to Council's decision on the matter. The proposed wording of the resolution for Council consideration would be the following:


"Now therefore be it resolved that staff be directed to commence the task of receiving the Kawaatebiishing Sculpture as a donation from Ms. Jasmine Herlt and Mr. Doug Steiner; and Further be it resolved that the sculpture be safely located on the grounds of the Community Centre such that it can be visible from the water; and Further be it resolved that the installation costs for the relocation of the sculpture shall not exceed \$15,000."

Staff will report back to Council on a regular basis as to the status of the project as it may take some time to go through the "adoption" process.

Respectfully Submitted,


Greg Mariotti
Manager of Operational Services

I concur with this report,


John B. Fior
Chief Administrative Officer

Title **Tale of a Thousand Turtles** 03/29/2022

by **Alison Scarrow** in **FCM's 2022 Sustainable Communities Awards - Application Form** id. 23878063

ascarrow@thearchipelago.on.ca

Original Submission

03/29/2022

APPLICANT INFORMATION

Name and job title **Greg Mariotti, Manager of Operational Services**

Email address **gmariotti@thearchipelago.ca**

Phone number **7057464243 ext 311**

Municipality/organization applying for the award **Township of The Archipelago**

Province/Territory **Ontario**

Population of municipality where initiative is located **979.0**

Title of your initiative **Tale of a Thousand Turtles**

Names and titles of team members working on the initiative **Dr. Greg Mariotti, Manager of Operational Services, Township of The Archipelago**
Tianna Burke, Conservation Biologist, Georgian Bay Mnidoo Gamii Biosphere

Please confirm that you or someone from your municipality will be able to deliver a presentation at FCM's Sustainable Communities Conference **Yes, someone from my municipality will attend.**

Please upload a high-quality image or illustration (up to 1 MB in size) that can be used in the promotion of your project, should you be selected as an award recipient.

turtles_looking_up.jpg

Please also provide a detailed caption for the image along with a photo credit. **Incubate242**

Optional: Name,
email address and
phone number of
someone on your
municipality's
communications
team

PROJECT INFORMATION

Please choose the
appropriate award
category for your
initiative.

Natural Asset Management

Please upload a letter of support from your municipal council.

[FCM_Signed_Letter_-_SFN.pdf](#)

Document description **Combined letter of Support from The Township of The Archipelago,
Shawanaga First Nation and Georgian Bay Biosphere**

Please confirm your
initiative was started
or completed
between January 1,
2019 and March 31,
2022.

checked

Optional: Have you
applied for and
received FCM
funding for the
initiative that you are
putting forward for
award
consideration?

No

PROJECT DESCRIPTION

In plain language, briefly describe your initiative and the main actions taken to date to realize it, including relevant research, development and implementation steps.

In Ontario, wildlife populations are likely to encounter roads with all habitats being within 1.5km of a road (Gunson et al., 2012), making habitat fragmentation one of the greatest threats to wildlife populations. Roads are known to have significant effects on the landscapes and habitats they bisect. Over the past couple of decades, research has improved our understanding of how wildlife populations are affected by roads through a field of study known as “road ecology”. This has highlighted the threats posed for wildlife populations along roadways and explored ways that roads can be constructed and maintained to mitigate this harm (van der Grift et al., 2013).

Reptiles require habitat connectivity to carry out basic biological functions of foraging, mating, nesting, and overwintering (Beaudry et al., 2010; Joyal et al., 2001; Rasmussen & Litzgus, 2010); roads impact this connectivity and also cause direct mortality to species crossing the road. Turtles are especially vulnerable to traffic mortality because of how they grow, survive, and reproduce. For most turtle species, it takes several years (sometimes more than 20 years) to reach maturity for reproduction and it has been calculated that it takes roughly 1200 eggs (or roughly 50 years) for a single turtle to replace itself in the wild. In fact, it is not uncommon for turtles to be struck by traffic before they are old enough to even reproduce and replace themselves in their populations. Population modeling for turtles suggests that many turtle species are in decline because of high annual rates of road mortality (Howell & Siegel, 2019; Rytwinski & Fahrig, 2012).

This road culvert replacement and resurfacing project took place on Skerryvore Community Road, a road in Archipelago North that connects the Skerryvore community of over 170 properties to a main highway. The road was first built in 1997, partly paid for by the property owners themselves and is located on Anishinabek territory, just outside of Shawanaga First Nation. The project took place over two years; in 2020 culverts were rehabilitated and rip-rap was added to wetland edges; and in 2021 the road was resurfaced. Carrying out the project over two years also enabled The Archipelago and Georgian Bay Biosphere (GBB), to assess the effectiveness of some of the mitigating measures that were trialed to help deter turtles from nesting on the roadway, and thus reducing their chances of being injured/killed on the road.

In plain language, describe why your municipality decided to pursue this natural asset management initiative? What need(s) does the initiative address in your municipality? *

Skerryvore Community Road presented itself as a priority roadway for 2020 because the Township of The Archipelago was seeking assistance with species at risk planning in preparation for upcoming construction along the road. Bisecting forests, wetlands, and rock barrens, the Skerryvore Community Road is home to a wide range of species, including several Species at Risk. This presented not only an opportunity to study reptiles using the road, but also an opportunity to mitigate the effects of the construction work and the finished roadway, making this road safer for reptiles in the future.

The construction project created a partnership that consisted of the collaborative efforts between Georgian Bay Biosphere (GBB), Shawanaga First Nation, Township of the Archipelago (TOA), Tatham Engineering, local construction companies (Hall Construction and Fowler Construction), and Laurentian University. This partnership has enabled the evaluation of new and existing strategies to reduce harm to reptiles during road maintenance and construction activities along Skerryvore Community Road and apply what has been learned to other areas throughout the region. The knowledge gained from these road ecology studies has helped to inform conservation actions and direct further studies so that we can better understand how to protect reptiles from road threats.

Lessons learnt will be applied to Best Management Practices for Public Works departments that balances species needs with road maintenance needs. The road ecology study has also allowed for GBB and SFN to increase awareness on the ecological and cultural importance of snakes and turtles by sharing experiences and knowledge with the community at large. The incubation of turtle eggs at the GBB office provided a unique opportunity to educate the public on the importance of turtles from both a cultural and ecological perspective. This unique opportunity allowed all partners involved, First Nations communities, local community, tourists, and others to attend hatchery tours and community turtle releases where information and knowledge was shared about this project, the partnership, and turtles in both the environment and culture.

In plain language, describe how council, management, and staff are involved in your natural asset management program or project.*

Culvert replacement and resurfacing 12km of Skerryvore Community Road was a significant investment (approx. \$3m), for The Archipelago. The road connects the year round community of Skerryvore to Highway 69, north of Parry Sound, as well as providing access for residents of Shawanaga First Nation through an ecologically significant wetland and spawning grounds. As mentioned elsewhere, the area sits within the Georgian Bay Biosphere region which is a UNESCO designated Biosphere Reserve. This project was therefore front and centre not only for Council, management, staff and Archipelago residents, but also for some of our external stakeholders, such as the Georgian Bay Biosphere organization, Shawanaga First Nation and the local construction contractors.

Staff and contractors were trained to identify, handle, and move reptile species from construction areas, gained knowledge on their responsibilities to wildlife, and participated in turtle hatchling releases which had individuals see this project come full circle and deepened their understanding of why this work was important. Council approved of the novel approach to protecting species at risk and habitat conservation. Indeed, The Archipelago is a significant sponsor of the Georgian Bay Biosphere and environmental conservation and preservation is embedded in the Township's Strategic Plan, further details of which are given below.

In plain language, describe why your municipality decided to integrate climate or sustainability considerations into your asset management initiative. What need(s) does the initiative address in your municipality?

In terms of sustainability, in 2019 the Georgian Bay Biosphere Region was designated a Community Nominated Priority Place (CNPP) for Species at Risk. This CNPP designation is special as it is one of only 15 in Canada funded for four years by Environment and Climate Change Canada and serves to highlight the importance of species at risk conservation and stewardship efforts in the region. Priority Places share common goals of involving multiple partners to protect species at risk, habitat, and biodiversity as a whole; to accelerate knowledge generation and collective decision making for species at risk using cultural and western knowledge; and to work collaboratively in learning, sharing, and partnerships to benefit conservation. The project involves a range of parties including the Georgian Bay Biosphere, Ganewenim Meshkiki part of the Eastern Georgian Bay initiative associated with the Henvey Wind Project, Shawanaga First Nation, Laurentian University, Tatham Engineering, and local construction companies. Undertaking this novel project falls in line with The Archipelago's Strategic Plan (see below).

In plain language, describe how council, management and staff are involved in sustainable asset management.

Sustainable asset management is one of the Township of The Archipelago's raison d'être. The municipality originated from a strong desire to preserve its high-quality recreational character and the natural environment. The essence of the Township is derived from its natural environment. The majority of the lands and islands that make up the Township are generally undeveloped, with 87% comprised of Crown land, Conservation Reserves and Provincial Parks. The scenic beauty of the natural landscape generates a high level of appeal to both taxpayers and visitors to the area. The Township prides itself on being a highly focused, well-run municipality. In order to set the foundation for the future, The Archipelago conducted a review of its 1996 Strategy and developed a current Strategic Plan to ensure the municipality continues to serve its community in a sustainable and responsible manner while adhering to its commitment to maintain the well-being of its environment.

The Township of The Archipelago also realizes the benefits of working with its neighbouring municipalities in the provision of shared services to provide a local government which meets the needs of its community.

Strategic objectives that were identified in the 1996 "Township of The Archipelago's Strategy for our Future" were reconfirmed through a review process carried out in 2021, these being:

- 1) Maintain the current fabric of the municipality in terms of land use, development, focus on the environment and responsible planning;**
- 2) Build upon and expand the Township's philosophy, which is centered around the continued preservation and protection of the Georgian Bay shoreline and watershed areas;**
- 3) Maintain the municipality's political independence and right to plan for the future based on its philosophy;**
- 4) Continue to remain economically viable and capable of providing services to meet the needs of its community; and**
- 5) Develop solutions in partnership with neighbouring municipalities that are mindful of collective interests and the Township's philosophy.**

The Township of The Archipelago's vision and mission outline the municipality's purpose and focus:

Our Vision: The Township of The Archipelago in partnership with its community will ensure the continued guardianship of the Georgian Bay Shoreline and its inland lakes and watershed areas.

Our Mission: To preserve the unique and high-quality natural environment, leading to an experience that is both relaxing and aesthetically appealing to all, and as a community we share the responsibility of attaining this mission.

In plain language, describe what data or information is being used to support effective sustainable asset management and decision-making.

Georgian Bay Biosphere (GBB) and Shawanaga First Nation (SFN) biologists conducted two types of surveys to collect information on where reptiles were being hit on the road and where turtles were nesting.

1) Road mortality surveys were conducted 6 days per week from May-September. These surveys collected information on where reptiles (alive, dead, injured) were using the road for any life stage (accessing habitat, basking, nesting, etc). These surveys helped us to identify 'hotspots', locations where the most reptiles were found on the road, which helped us determine where mitigation was needed the most. To date, road survey data collection has occurred over two field seasons. The survey effort differed slightly between years, with a total of 94 surveys in 2020 and 141 surveys in 2021. In 2021, road surveys were able to start earlier in the field season on May 5th compared to a start date of June 8th in 2020 due to the Covid-19 pandemic.

The number of road observations were relatively consistent from May to September in 2021, with a peak during the month of June. In 2020, peak observations occurred in June and September. Peak road observations of turtles corresponded to annual movements of hatchling emergence in early May and nesting migrations from late May to early July.

2) Nesting surveys were conducted 7 days a week in the mornings and evenings during the month of June. These surveys helped to determine 'hotspot' locations where turtles were nesting. During construction, the team also collected all turtle nests to bring back to the GBB office for hatching. These turtles were returned to the wetlands post-construction. In 2020, 1113 turtle eggs were collected and incubated prior to construction, whereas in 2021, 2558 eggs were collected prior to construction - over double.

Now that construction is complete, these types of observations and data gathering will continue into 2022 and beyond, in order to fully assess the medium-term effectiveness of rip-rap and paving at the roadside in preventing turtles from nesting at the edge of the road. All knowledge gained will be fed into the creation of a Georgian Bay Best Management Practices guide for local Public Works departments and can also be made available to any other municipality across Canada interested in this approach.

In plain language, describe what policies and governance measures are in place to support sustainable asset management practices.

The Township of The Archipelago's recently reviewed strategic plan (see attached) is clear in its vision and mission towards sustainable asset management practices:

Mission: "To preserve the unique and high-quality natural environment, leading to an experience that is both relaxing and aesthetically appealing to all and as a community, we share the responsibility of attaining this mission"; and

Vision: "The Township of The Archipelago in partnership with its community will ensure the continued guardianship of the Georgian Bay Shoreline and its inland lakes and watershed areas".

Despite pressures to develop lands as a result of the Covid-19 pandemic, preservation of our natural environment is of paramount importance to The Archipelago.

The Archipelago is also a key supporter and contributor to ICECAP, or Integrated Community Energy and Climate Action Plans. This initiative is steered by the Georgian Bay Biosphere (GBB), organization, a not-profit registered Canadian charity. GBB's nomination to have eastern Georgian Bay recognized as a world biosphere was accepted by UNESCO in 2004. The ICECAP is a partnership between the Municipalities and First Nations located in and around the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions. The four objectives of ICECAP are to: 1) Encourage the reduction of greenhouse gas emissions; 2) Improve energy efficiency; 3) Reduce the use of fossil fuels; and 4) Adapt to a changing climate by building greater resilience.

The Archipelago through ICECAP is embarking on a number of activities such as: Solar panel installations to increase its use of renewable energy as well as replacement of fossil fueled generators with battery powered ones, replacement of light fixtures with LED units, installation of low-flush toilets, and replacement of old windows and doors at the community centre with higher efficiency fixtures.

In plain language, describe how sustainability and/or climate change is being integrated into your municipality's investment planning and decision-making as a result of your asset management initiative.

Following on from The Archipelago's Strategic plan and participation in ICECAP (Integrated Community Energy and Climate Action Plans), at the beginning of 2022 the Senior Leadership Team, in conjunction with Council, decided to integrate sustainability and climate change in its investment planning by doing the following:

A Green fund has been created, whereby revenue from certain rebates such as fuel tax rebates, will go into this fund to then be used to purchase green equipment and supplies. Examples would be - battery powered mowers or saws, or paper supplies made from recycled fibers.

The capital budget process included an option to include whether the capital item was a green initiative or not. For example, replacement of un-encapsulated foam docks with encapsulated ones is a green initiative. Another example is the installation of solar panels and battery back-up generators rather than fossil fuel powered back-up generators. Identifying a capital item as a green initiative provides Council with additional consideration when deciding which items to approve.

In plain language, describe how you have evaluated, or will evaluate, the impacts of your asset management initiative. How will this influence the initiative?

Currently, there are few studies that investigate alternative road effect mitigation strategies that are both ecologically and economically effective. In road ecology, best management practices can be a practice or combination of practices that reduce the effects of the construction, use and maintenance of roads for reptile populations. As part of the road ecology project on Skerryvore Community Road, several new mitigation strategies were used to reduce harm to reptiles during the road reconstruction scheduled for 2020 and 2021. The following conservation actions were taken:

- 1. Training was provided by Scales Nature Park of Orillia, to road works staff on how to safely handle and help reptiles they interact with either on the road or directly on the job site.**
- 2. GBB staff presence during construction to assist any reptile found in high-risk sections of the road.**
- 3. Removal of all turtle and snake nests found on road-sides for incubation at GBB office that otherwise would have been compacted or injured during construction.**
- 4. Trialing of a new mitigation strategy that uses common construction materials - rip-rap in 2020 and paved road shoulders in 2021, to reduce long-term road effects by deterring female turtles from nesting on road-sides.**

In January of 2021, a Masters student from Laurentian University started a road ecology and turtle community research project in collaboration with GBB and Shawanaga FN that will occur from 2021 to 2022. The research will evaluate the effectiveness of the rip-rap and hard surfacing mitigation strategy applied on Skerryvore Community Road to deter female turtles from nesting. The student's research will assist in developing best management practices for turtles on roads. The partnerships and collaborations established as part of the road ecology study on Skerryvore Community Road will continue to provide opportunities for research projects that can help inform best management practices for reptiles on roads. Some of the research topics and deliverables are:

- M.Sc. thesis and report on the efficacy of the rock rip-rap and hard surfacing mitigation strategy to deter female turtles from nesting on roadsides.**
- Record the suitability and use of culverts by turtles or other species as an aquatic Eco passage under the road.**
- Evaluate the ecological impacts of rip-rap for snakes.**

Some firm data will be gathered and analyzed in 2022 for ongoing effectiveness of the above novel approach.

PROJECT
OUTCOMES

In plain language, please describe the current or projected primary environmental outcomes of this initiative and summarize how these outcomes will be or have been met.

Typically, in preparation for construction activities, road mortality mitigation strategies consist of exclusion fencing during construction activity only. Fencing can be effective, though the integrity of exclusion fencing is essential for the success of the mitigation design (Baxter-Gilbert et al., 2015; Markle et al., 2017). If a fence becomes compromised it can actually result in increased risk of road mortality due to turtles becoming trapped in-between fences on the road (Baxter-Gilbert et al., 2015; Markle et al., 2017). As a result, this mitigation strategy requires active post-installation monitoring and maintenance. Costs can also rise significantly when attempting to install exclusion fencing in areas where bed rock abounds, as can be the case in this area.

The novel approach implemented for this project (rip rap around wetland areas) eliminates the need for such barriers, by proactively monitoring and removing nests before and during the construction activity. While the GBB team monitored the road and collected turtle eggs being laid, biologists and the construction team worked together to identify species in their workspaces and moving these appropriately off. This project gave the construction team a new sense of responsibility towards the environment and also the skills to be able to apply this knowledge in other work areas. Similarly, this measure and partnership allowed thousands of turtle eggs to hatch and be released back into their wetlands, providing a small pulse to the young turtle population.

(Optional – for bonus points) In plain language, please describe any current or projected secondary environmental outcomes of this initiative and summarize how these outcomes will be or have been met.

Not requiring the installation of fencing or barriers prior to road construction activities means that the natural habitat will not be disturbed by piling or driving fence stakes along the side of the road and, in turn, less human activity setting up and then taking down the fences or barriers. Greenhouse gas emissions from vehicles and equipment are also reduced (less vehicle and equipment activity dedicated to the installation, maintenance and subsequent removal of the fencing or barriers). Lastly, the risk for pieces of plastic or metal from the fencing or barriers to be left behind in the natural environment is eliminated. This initiative has also led the way for many learning opportunities with the Township of The Archipelago, Shawanaga First Nation and Laurentian University. As an additional secondary environmental outcome, GBB is thrilled to be partnering with Laurentian University on a project to test and monitor the effectiveness of the use of rip-rap (loosely deposited large broken stones), as an appropriate deterrent for nesting turtles and as an alternative to traditional mitigation fencing. Rip-rap was installed at the locations where the culverts were replaced in 2020, with subsequent hard surfacing of some areas in 2021 to assess any additional benefits of hard surfacing compared with rip-rap. A thorough academic review of these novel approaches, should they be deemed to be successful, can then be applied across many jurisdictions with the assurance that the studies have been carried out in a thorough, professional and independent manner.

In plain language, please describe the current or projected social and/or equity outcomes of this initiative and summarize how these outcomes will be or have been met.

It was amazing to see residents stopping and conversing with GBB staff as they carried out their activities. This, in turn, helped everyone remain patient as construction progressed; residents knew that we were working in an environmentally responsible manner. In other words, this project had strong stakeholder buy-in.

The project also took the opportunity to incorporate Indigenous traditional knowledge into daily work, such as using bilingual signage and including semaa (tobacco), offering into daily road surveys. In offering semaa, the team acknowledged and gave thanks to Creation for the knowledge that is gained. In return, a promise is made that this knowledge will be used for the benefit of the land. This represents a step towards a “two-eyed seeing” cultural approach to conservation work that incorporates both Indigenous and western scientific ways of learning and sharing knowledge. Working alongside Shawanaga First Nation gave rise to opportunities to share knowledge and host turtle ceremonies. GBB staff was thrilled to be working with an invested construction crew interested to learn about nests, eggs, turtles and understand the importance of this work. It went from being “just turtles” to “their turtles”, and it was wonderful to see construction staff develop a sense of responsibility and take pictures to show their children and grandchildren what they were doing.

Residents were even bringing coffees for crews who were disrupting their daily drive. A rare occurrence, this was a clear indicator that all stakeholders were invested in a positive outcome for this project. Effecting positive behavioural and attitudinal changes toward SARs that have long lasting and generational effectiveness is a key soft metric success under the Federal Community Nominated Priority Places for Species at Risk program, which initiated this project. Some of this work is also partially funded by Ganawenim Meshkiki. Named Maamwi Anjiakiziwin – Together-Land-Renewal-Life, this project aims to improve collaborative relationships resulting in better decisions how we, as humans, use and benefit from the land, to better conserve and steward these lands and waters for SAR. It's a 4-year funding initiative administered by Environment and Climate Change Canada. This project (<https://maamwigeorgianbay.ca/> for more information), clearly dovetails nicely with CNPP and ECCC. Through this multi-stakeholder project, here we have a small, rural municipality achieving federal government targets and objectives!

In plain language, please describe the current or projected economic outcomes of this initiative and summarize how these outcomes will be or have been met.

Not only is this novel approach of Species at Risk management during construction environmentally proactive and beneficial on a multitude of aspects, it turns out to be cost effective also. For example, the cost to install temporary exclusion fencing per the engineer's estimate was around \$60,000. Actual costs for Georgian Bay Biosphere staff to carry out fieldwork, such as; road surveys, travel, equipment, hatchery care and release, totaled \$55,435. This novel approach for Skerryvore Community Road is therefore less expensive than the standard temporary fence installation. There are other less tangible cost savings that should also be considered, such as having trained the construction crew to more effectively identify any Species at Risk and react more efficiently, thereby reducing construction delays. Using GBB staff to "clear" the construction site of turtle nests prior to the work passing through also contributed to minimal delays. If a nest was identified by the construction crew, GBB staff were available on-call for "immediate" nest recovery or other SAR needs. There were 7 call outs in 2020. For both 2020 and 2021, the construction projects were completed on time - another economic metric.

In plain language, please outline the initiative's most significant challenges, successes, and lessons learned to date. If relevant, describe any challenges you anticipate and the steps you are taking toward addressing them.

Covid-19 was one of the largest challenges in terms of getting everyone on board and implementing a novel approach to protecting species at risk during a road reconstruction project. Meetings were limited, and especially during the first year (2020), where we were all continuously learning about the virus almost on a weekly basis, and how to protect ourselves and each other. Despite this, we were lucky that this project was taking place outdoors. The successes were many, however, thanks to the strong multi-stakeholder relationships that were developed between The Archipelago, Georgian Bay Biosphere, Shawanaga First Nation, the construction crews and our residents. To see local members of the community become involved with this project, patiently bear with the delays caused by the culvert replacements and even bring coffees to the construction crews was extremely rewarding.

This project was also an opportunity to learn more about our First Nation neighbours. Through the teachings of Sherrill Judge, Maawaanji'iwe (brings people together) Manager with the Georgian Bay Biosphere and member of Shawanaga First Nation, and Gracie Crafts, summer student and member of Wasauksing First Nation, Biosphere staff incorporated a semaa (tobacco) offering into daily road surveys. This represents a step towards a "two-eyed seeing" cultural approach to conservation work that incorporates both Indigenous and western scientific ways of learning and sharing knowledge. When the newly hatched turtles were ready to be released after being incubated at the GBB office, a traditional ceremony to honour the turtle hatchlings was also held with an elder, acknowledging the land, release, and lives of the turtles as they were going to be released throughout the month of August. Outreach and education was also provided by hosting turtle hatchery tours at the GBB office to the general public in 2021.

Over 1,000 eggs from 44 nests were released in 2020 and over 2,500 eggs from 102 nests were recovered in 2021. We still need to fully study the effectiveness of rip-rap and hard paving shoulders to deter species at risk from nesting at these locations; however thanks to a multi-year study, this novel approach will be assessed from start to finish, complete with knowledge sharing for all municipalities who wish to preserve the natural environment as much as possible, as well as protect our species at risk.

SUPPORTING DOCUMENTS

Optional: Provide supporting documents regarding your initiative. Please upload a maximum of three supporting documents.

[Final_Township_of_The_Archipelago_Strategic_Plan_Full_Document.pdf](#)

Description of attachment **Township of The Archipelago Strategic Plan**

Description of attachment

[Georgian_Bay_Biosphere_-_Milestones.pdf](#)

Description of attachment **Ontario Good Roads Association "Milestones" magazine article related to year one activities of this two-year project.**

[CNPP_Skerryvore_Road_Presentation_for_Good_Roads.pdf](#)

Description of attachment **A presentation following 1st year activities so that the judges can visualize the project.**

The Township of The Archipelago
9, JAMES STREET • PARRY SOUND, ONTARIO • P2A 1T4
705-746-4243

24th March 2022

Sustainable Communities Awards
Federation of Canadian Municipalities
24, Clarence Street
Ottawa, Ontario K1N 5P3

Dear Sir/Madam,

This letter is to confirm that Council for The Township of the Archipelago, Band Council of Shawanaga First Nation and the Board of Directors of Georgian Bay Biosphere, are aware of the Sustainable Communities Awards application titled "Tale of a Thousand Turtles".

Our Councils and Directorship fully support and endorse the Township of The Archipelago's submission of the above-mentioned application and consider this initiative deserving of recognition on a multitude of fronts.

Yours Sincerely,



Reeve Bert Liverance
Township of The Archipelago



Chief Adam Pawis
Shawanaga First Nation



Dr. Rebecca Pollock
Executive Director
Georgian Bay Biosphere



**GEORGIAN BAY
BIOSPHERE**
MNIDOO GAMII
Spirit of the Water®



The Township of The Archipelago

Recommendation Report to Council

Report No.: Operational Services 2022-003

Date: 21st April 2022

Originator: Eric Thompson, Public Works Supervisor

Subject: Request for Additional Fleet Equipment

RECOMMENDATION

1. That Council approve the purchase of a New Freightliner SD108 Single axle truck with plow and removable sander unit within a landscaping box at a cost of \$209,660, minus revenue from the sale of an existing 1 ton and tandem, estimated at \$70,000, for a total outlay of approximately \$139,660.
-

BACKGROUND/HISTORY

Currently the Township has a 2015, Ford F350 1 ton pickup truck equipped with a plow and slide in sander unit which has been overdue for replacement (2 years) under the Township's asset management lifecycle policy. Additionally, the Township is scheduled to replace a 2014, tandem plow/sander for the 2023 budget year which would be in line with the rolling stock replacement policy.

While reaching out to various heavy equipment suppliers to discuss the purchase of a new roll-off truck and excavator, staff have become aware of a 2022 Freightliner SD108 single axle truck with a landscape style box (folds down both sides with a 2-way tail gate), that is currently in stock. This truck would actually be able to replace the duties of both the 1 ton and the tandem truck. The Township's requirements for winter maintenance will continue to be met, since the fleet will still include two full-sized tandem plows.

Compared to the tandem, the single axle is much more flexible due to its shorter wheel base and compared to the 1 ton, it has a much higher payload. This will allow for efficient utilization throughout all four seasons as the new Freightliner would carry out the duties of two other fleet items.

Following the Covid-19 pandemic, equipment availability is becoming an issue; for example, some dealerships are suggesting that delivery of a roll-off truck or excavator could extend into

2023. Having the ability to purchase an in-stock vehicle will allow The Archipelago to be ahead of the curve in terms of fleet replacement for the roads department.

FINANCIAL IMPLICATIONS

The immediate purchase of an in-stock single axle truck, with plow and sander attachments, at a pre-tax cost of \$209,660 would eliminate the need to replace both the 1 ton truck, estimated at \$85,000 and the 2013 tandem, estimated at \$325,000, for a combined total of \$410,000.

Sale of the tandem (valued at around \$60,000), and the 1 ton (valued at around \$10,000 would further reduce the overall outlay to approximately \$139,660.

In summary, by purchasing the new Freightliner and not carrying out a straight replacement for the 1 ton and tandem, The Archipelago, will be saving \$200,340, broken down as follows:

Newly Proposed Strategy – Purchase of New Freightliner and elimination of 1 ton and tandem

Purchase price:	\$209,660
Sale of tandem & 1 ton:	<u>-\$70,000</u>
Total Outlay:	<u>\$139,660</u>

Existing Replacement Strategy – Straight Replacement of a 1 ton and tandem

Purchase price of 1 ton:	\$85,000
Purchase price of tandem:	\$325,000
Sale of tandem & 1 ton:	<u>-\$70,000</u>
Total Outlay:	<u>\$340,000</u>

The purchase of the single axle Freightliner would also result in reduced operations and maintenance costs as well as reduced licensing fees, insurance, fuel consumption and resulting emissions. The new Freightliner single axle is a 7.7 litre 6-cylinder diesel engine making it more fuel efficient than the current 12.8 litre diesel tandem. It will also be more fuel efficient than the current 1 ton when fully loaded (sand & plow equipment), as it has a 6.2 litre gas powered engine.

Supply chain issues have affected the cost of purchasing new fleet equipment and no relief is forecasted in either pricing or availability within at least a year's time.

Currently, there is an \$8000.00 increase on the manufacturer's price on new orders of the Freightliner truck. The Township has the opportunity to avoid this extra cost if purchase is completed spring 2022.

ANALYSIS/OPTIONS

Option 1 – Recommended

1. That Council approve the purchase of a New Freightliner SD108 Single axle truck with plow and removable sander unit within a landscaping box at a cost of \$209,660, minus revenue from the sale of an existing 1 ton and tandem, estimated at \$70,000, for a total outlay of approximately \$139,660.

Option 2 – Not recommended

Purchase straight replacements for the 1 ton and the tandem in 2023.

As the fleet stands currently, there is no need to carry out a straight replacement of both units, costing The Archipelago an additional \$200,340 plus incremental operating costs when compared with the recommended option.

Option 3 – Not recommended

Purchase a new Freightliner in 2023.

This option would cost an additional \$8,000 due to list price increases for 2023 plus an extra \$5,000 (estimated), in depreciation costs of the existing rolling stock, for a total of \$12,000 in lost opportunity costs.

STRATEGIC PLAN


This direction is in alignment with the following Strategic Priorities contained within our Strategic Plan:

- Sustainable & Cost Effective Services
-

CONCLUSION


1. That Council approve the purchase of a New Freightliner SD108 Single axle truck with plow and removable sander unit within a landscaping box at a cost of \$209,660, minus revenue from the sale of an existing 1 ton and tandem, estimated at \$70,000, for a total outlay of approximately \$139,660.

Respectfully Submitted,



Eric Thompson
Public Works Supervisor

Respectfully Submitted,



Greg Mariotti
Manager of Operational Services

I concur with this report
and recommendation



John B. Fior
Chief Administrative Officer

The Township of The Archipelago

Information Report to Council

Report No.: Operational Services 2022-006

Date: 21st April 2022

Originator: Greg Mariotti, Manager of Operational Services

Subject: Pointe au Baril Facilities Plan

At the March Council meeting staff was asked to report back on a facilities plan for Pointe au Baril Station, summarizing development opportunities in the community. As per the Township of The Archipelago's Official Plan:

...“Pointe au Baril Station is the area within the Township of The Archipelago (Township) that contains the highest concentration of year-round population and, with its urban-like character, the community of Pointe au Baril Station is distinct from the balance of the Township of The Archipelago. Pointe au Baril Station functions as a service centre for the seasonal and year-round population in the northern part of the Township.

The village of Pointe au Baril Station has a rich history and a strong sense of community. It also provides essential services to the northern Archipelago-centred region including water access facilities, marine services, grocery stores, churches, medical facilities, a library, a community centre, a Chamber of Commerce, recreational facilities, retail services and other important community functions and services.”...

The Plan goes on to mention the Community Core:

...“The intent of the Community Core land use designation is to recognize the existing character of the area as the focus of activity in the community, while promoting the development of a mixture of uses within the area. It is intended that this area will receive the greatest proportion of public investment for beautification, improvements to public spaces, and infrastructure improvements. The establishment and expansion of a Community Hub, containing a multitude of public service facilities, centred at the Pointe au Baril Community Centre, will be supported. The Community Core will integrate public uses and facilities with complementary private uses.”...

It is in the best interests of The Township of The Archipelago to develop a formal outdoor facilities plan for the settlement, to include valuable input from members of the community. A roof over the rink adjacent to the Community Centre has been a long standing request from the community, however, if a roof over the rink is constructed, it should be but one element of a fulsome plan for the community, that could be integrated with other infrastructure.

Over the last several years Pointe au Baril Station has received some substantial capital investment, and greater attention has been paid to the overall maintenance of existing facilities. The following provides a summary of some of the allocated funds over the last 5 years.

Investments for Pointe au Baril Station

South Shore road resurfacing:	(2017/2019) – \$168,787.62
North Shore road resurfacing:	(2017/2019) – \$191,674.42
Nursing Station/EMS building and Playground:	(2019) – \$955,250.00
Metal roof on Community Centre:	(2020) – \$167,720.84
Replace oil furnace with high efficiency propane units:	(2020) – \$18,998.59
Upgrades to Cemetery grounds:	(2020) – approx. \$8,000
Community garden:	(2020) – approx. \$6,000
Community info board, light post banners and signage:	(2020) – \$10,475 + installation
New Transfer Station Building:	(2020) - \$30,000
New flooring at the Wharf:	(2021) – approx. \$1,500
Remembrance Day banners:	(2021) – \$2,721 + installation
Nursing station signage:	(2021) – \$7,295 + installation
Creation of a butterfly garden at the Wharf:	(2021) – approx. \$1,000
Pedestrian crossing markings and other safety signage:	(2020/2021) – approx. \$3,500
OPP road patrol:	(2021) – approx. \$2,000
Purchase of picnic tables and umbrellas:	(2021) – \$4,300
Additional turn radius for trucks at Desmasdons Road:	(2021) – \$2,000
Purchase and maintenance of hanging baskets/flowers:	(ongoing) – approx. \$3,000/year
Sea wall and dock upgrades grant:	(2021/2022) – \$100k + \$100k TOA funded
Grant to upgrade HVAC for Community Centre:	(2022) – \$80,000
North Shore Rd Internet Connectivity Tower Costs:	(2021/2022) – approx. \$320,000
Community Centre water system upgrades:	(2021) – \$5,300
Solar panel systems and genset grants at the CC and Nursing Station:	(2022) – \$381,000
Staff time and effort to manage all the above:	(2020-2022) – over \$125,000

Grand Total: (2017-2022) – approx. \$2,650,000

The Township also applied for the following funding assistance grants:

Grant Applications That Were Denied

Grant to undertake a community facility study:	(2021) – \$75,000
Grant to upgrade boards, bleachers, etc. for the rink:	(2022) – \$175,000
Grand Total:	(2020-2022) – \$250,000

Grant Applications That Are In Progress

Grant to install EV charging stations:	(2022) – approx. \$50,000
Grant to upgrade windows & doors at the Community Centre:	(2022) – approx. \$150,000
Grand Total:	(2020-2022) – \$200,000

Due to the significant historical and ongoing investments, a more formal plan, or road-map, should be adopted, to document, record, and align the desire of the community with a viable and sustainable development plan of the area.

A community development plan was first brought up as part of a funding opportunity that was denied.

The services of a professional firm would be utilized to develop one or two carefully thought out site development options for Council consideration. Upon Council approval of a finalized plan, staff would then proceed with the implementation of the plan if and when funding becomes available, or through the budgetary process. As The Archipelago's only settlement area it would be of benefit to have an officially sanctioned site development plan that staff can use as the guidance document over the coming years.

Attached is a copy of how the plan would have been executed. Cost estimate to carry out the plan was not insignificant, at \$67,500. The cost would include the following:

1. Review of site locations in person.
2. Review previous submissions and development ideas from the community and staff.
3. Hold interviews with those who have worked previously in the community to bring forth some development ideas and hold public consultation.
4. Pragmatically assess historical ideas and formulate additional ideas, if necessary, based on the firm's previous experience working with similar site development projects.
5. Create a recommendation report complete with visual renderings of one or two site development options for Council to consider.
6. Provide a rough cost estimate for the overall site development, broken down in detailed packages, such that staff may use this as a guide when applying for future funding opportunities or submit for budgetary approval.

Staff are also pursuing a second avenue through an organization called Mitacs. Mitacs is a non-profit national research organization that, in partnership with Canadian academia, private industry and government, operates research and training programs in fields related to industrial and social innovation. Over the coming months staff will obtain a cost estimate through Mitacs from the School of Environmental Design and Rural Development at the University of Guelph.

In light of the building conditions assessment report that will be required as part of the Township's Asset Management Plan, scope of this project could also vary, depending on the findings of the report.

Once a second quote has been received, staff will provide a further report to Council and look for direction from Council, by resolution, as to how to proceed with this file.

STRATEGIC PLAN

This direction is in alignment with the following Strategic Priorities contained within our Strategic Plan:

- Sustainable & Cost Effective Services
 - Effective Relationships & Partnerships
-

Respectfully Submitted,



Greg Mariotti
Manager of Operational Services

I concur with this report,



John B. Fior
Chief Administrative Officer

POINTE AU BARIL

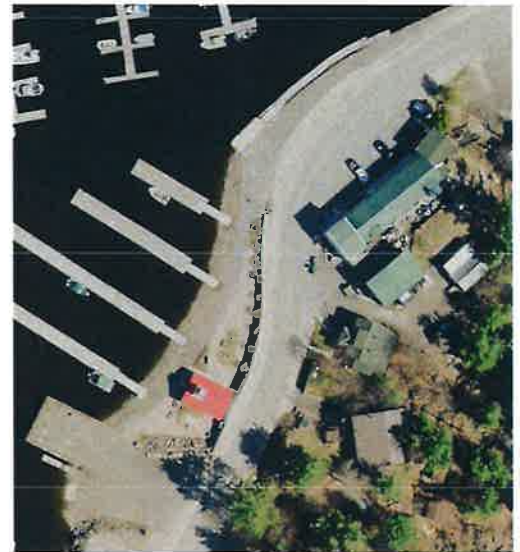
COMMUNITY CENTRE, PUBLIC
WHARF, & CHAMBER OF
COMMERCE

PROPOSAL FOR LANDSCAPE
ARCHITECTURAL SERVICES

JUNE 23, 2021

Prepared by:
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Prepared for:
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Parry Sound, Ontario P2A 1T4



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design centered • community focused



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1

PROJECT UNDERSTANDING & APPROACH



Located at the head of the Pointe au Baril Channel, inland from Georgian Bay, Pointe au Baril is a popular cottage community and scenic tourist destination. Pointe au Baril Station, which was built around the historic train station, is the main village located at the outlet of Suckers Creek and is accessed by Highway 69. The Township of The Archipelago seeks to undertake several community improvements focused on the **Community Centre, Public Wharf, and the former Chamber of Commerce site.**

There have been several improvements contemplated over the years, such as a cenotaph near the Community Centre, a roof structure over the existing outdoor rink, enhanced greenspace surrounding the playground, and potential new uses for the former Chamber of Commerce site. Advancement of these ideas has, however, been hindered due to challenges in building consensus within the community and the lack of a clear, tangible, and achievable vision forward.

The objective of this assignment is to undergo a comprehensive visioning exercise with the Township and local community focused on the Community Centre, Public Wharf, and former Chamber of Commerce site to:

- better understand the current needs and desired improvements;
- identify attributes of these sites that are cherished

and should be preserved/enhanced;

- undergo a tested consensus-building process to define achievable design objectives for each site;
- prepare concept master plans and associated capital cost estimates that fulfill the approved design objectives and present a tangible vision to guide future redevelopment and funding opportunities.

Further to the provision of amenities/features defined through the public engagement process, designs for each of the 3 sites will consider the following as 'best practice' objectives:

- incorporate placemaking principles to create diverse, engaging, and vibrant year-round public spaces;
- accessibility provisions to meet or exceed the Design for Public Spaces regulations of the Accessibility for Ontarians with Disabilities Act (AODA);
- create safe public environments through the application of Crime Prevention through Environmental Design (CPTED) principles;
- create and/or manage micro-climatic conditions for increased public comfort (shade, sun, wind, etc.); and,
- increase mobility/active transportation opportunities and incorporate bike parking and destination amenities to promote cycling.

Opportunities to physically connect the Community Centre, Public Wharf, and former Chamber of Commerce site will also be explored to increase walkability and bikeability within the Point au Baril community. Options will be considered to provide off-road trails/sidewalks and safe crossings to improve mobility between these public sites. In particular, long-term recommendations for the former Chamber of Commerce site will be defined in context of future plans to expand Highway 400 east of Point au Baril. Once completed, Highway 69 will serve as a collector road that could potentially accommodate a controlled pedestrian crossing.

OUR APPROACH

Our design work will be structured around a collaborative community engagement process that will define a shared vision for the Community Centre, Public Wharf, and former Chamber of Commerce site. We view our role as listeners and interpreters, using our experience, expertise, and skills to help prioritize the community's expressed ideas and transform them into tangible and implementable design solutions.

Our work plan has been developed under the assumption that this assignment will occur later in 2021, at a time when COVID-19 restrictions have been lifted and it is safe to conduct in-person public consultation events. We feel that this form of engagement yields the greatest benefits for public design collaboration, as it builds

stronger relationships between participating residents and our designers, as well as among residents. Face-to-face engagement has the added benefit of building and fortifying communities, as residents collaborate on ideas, become invested in the outcomes, and ultimately take ownership of the public spaces. On-going community relationships and increased stewardship of these public spaces (e.g., reduced vandalism, reporting of issues, etc.) are often intangible results of this process.

Our experienced team will work directly with the various groups during the Visioning Session and will guide participants through the design and visualization process. Through this community engagement process, we will define the shared community objectives that will form the basis for our design work. Using this input, we will prepare an overall site concept for each site and highlight how the public's feedback directly guided the final design to ensure that participants feel authentically connected to the outcome. At the conclusion of this process, a clear vision and site concept for the Community Centre, Public Wharf, and former Chamber of Commerce site will emerge that clearly outlines the vision, priorities, and associated capital costs for future planning.

Naturally, should the pandemic worsen, and COVID-19 restrictions remain in effect, our public engagement approach is adaptable to an online digital format. In this scenario, we would be pleased to work with the Township to develop an appropriate consultation strategy, tailored to the assignment and the Pointe au Baril community.



2

COMPANY OVERVIEW & TEAM

CORPORATE PROFILE

In 2003 Envision-Tatham Inc. (ETi) was established as a companion company of Tatham Engineering, providing services in landscape architecture, arboriculture, urban design, and site planning, for a broad range of public and private sector clients across Ontario. Through an integrated collaboration with landscape architects, urban designers, and arborists, ETi expands on the Tatham Engineering's thirty-two years of civil, municipal, structural, transportation, and environmental engineering expertise.

Envision-Tatham is based on the belief that successful site development requires multi-disciplinary collaboration defined by a clear design vision that balances human needs, the environment, aesthetics, function, and budget. With an emphasis on design, our approach is focused on providing continuity between project visioning and project implementation by ensuring our designers manage and coordinate the technical project components in support of the vision.

As a commitment to this process, ETi and Tatham Engineering share office space and resources and thus benefit from an integrated multi-disciplinary approach that allows for seamless coordination and cohesive design solutions. Our balance of creative and technical skills has established ETi as a professional leader and one of Georgian Triangle's most respected landscape architectural and arboricultural practices.

With a strategic focus on municipal consulting, we specialize in public space design, streetscapes, parks, trails, and outdoor sports facilities. For more than 17 years, ETi has been retained by the Towns of Collingwood and Innisfil to provide development peer review services and to advise on development guidelines, standards, and by-laws as they relate to parks, community and urban design, landscape, and tree preservation. With this perspective, we approach each of our projects with an intimate understanding of the objectives and challenges of the municipal environment.

Envision-Tatham's head office is in Collingwood and offers local services through Tatham Engineering's branch



offices based in Barrie, Orillia, Bracebridge, and Ottawa. Our collaboration with Tatham Engineering provides us with the flexibility to grow our team to access additional staff resources and skills in response to larger more complex projects.

Additional information regarding our company's ability and experience specific to this assignment is provided in Section 4 and the Appendices. We also encourage you to visit our website at www.envision-tatham.com to review some of our recent and prominent projects.

KEY STAFF

Key members of our team are introduced below, as are their project roles related to this assignment. Corresponding curriculum vitae are included in Appendix B:

David Wood, BLA, OALA, CSLA

Senior Landscape Architect/Project Advisor



David Wood, President of Envision-Tatham, will be senior landscape architect/project advisor and will lead the design development, provide overall project direction, and contribute his skills to public engagement and quality assurance review. David is recognized for his professional leadership in the fields of landscape architecture, site planning, and urban design and has fostered trusted relationships with local municipalities, review authorities, and developers throughout the Georgian Triangle area. With 25 years of professional practice, David has a uniquely broad range of expertise that is founded on his past experience working in Australia, Newfoundland, and Toronto.

Since establishing Envision-Tatham Inc. in 2003, he has grown the company in partnership with Tatham Engineering Ltd. and has successfully led a talented multi-disciplinary team through the design and implementation of a diverse range of public and private sector projects. David's commitment to quality, his passion for people, and his management abilities have resulted in an impressive portfolio of successful public space, parks, residential community, and resort design projects.

People are at the core of David's motivation which is apparent in his passion and expertise in public consultation and engagement. David is an effective communicator and is able to manage and present complex information to individuals and/or audiences at public/stakeholder meetings or during group sessions. David will facilitate all public and stakeholder meetings and will foster open and respectful communication.

David has also developed long standing relationships with various municipalities, advising on site planning and landscape related planning issues, by-laws, development standards and guidelines, and providing development peer review services.

David's professional interests are focused on public open space planning and 'place' making for both urban and greenspace environments. He has provided his unique perspective in this area of practice to the successful completion of numerous public space revitalization projects of similar scope to this assignment, including the [Dunlop Street Downtown Revitalization](#) in Barrie, [Midland Downtown Streetscape Revitalization](#), [Downtown River Precinct](#) and [Ryerson Park](#) in Owen Sound, [Downtown Collingwood Revitalization](#), [Sunset Point Park Playspace](#), [Mountaincroft Park](#), [Heritage Park Master Plan](#), and [Riverside Park](#) in Collingwood.



Alison Bond, is a Landscape Architect and ISA Certified Arborist. She will serve as the Project Manager for this assignment and will coordinate our design team in the preparation of deliverables and will be the primary contact for the Township of The Archipelago.

Alison has 18 years landscape architectural and arboricultural experience providing her with a diverse background in project management, design, construction inspection, and contract administration for both public and private sector clients. Alison joined the firm during its founding year and is a core team member rounding out the company's skills with arboricultural, ecological, naturalization, and planting expertise. Alison's professional focus is on the sustainable integration of urban and natural landscapes. Her various degrees in landscape architecture and botany combined with her arboricultural certifications, provides Alison with a unique knowledge and perspective not shared by many other professionals. Further to her design work, Alison also provides her expertise to various municipalities providing development review and inspection services related to landscape and tree preservation works, in support of the development review process.

Relevant to this assignment, Alison recently led the public consultation and conceptual design for [Centre Street Park](#) and [St Vincent Park](#) in Meaford. She is currently overseeing the preparation of construction drawings for [Phase 2 of Bayview Memorial Park](#) in Oro-Medonte and [Phase 2 of Heritage Park](#) in Collingwood. She recently completed the design of parks for the [Innis Village](#) and [Alcona Capital](#) developments in Innisfil. Alison was also the Contract Administrator for [Heritage](#), [Mountaincroft](#), and [Riverside Parks](#) in Collingwood and [Ryerson Park](#) in Owen Sound.



Bill is Executive Vice President of Tatham Engineering and has over 30 years of progressive experience with project management, design, construction inspection, and administration for a significant number of municipal, transportation, bridge, marine, land development, environmental, and water resources projects.

As Manager of the Bracebridge branch office since 1998, Bill has been the Project Director for several projects for the Township of The Archipelago. In addition, Bill has completed hundreds of municipal projects in The District of Parry Sound and the District of Muskoka and is very familiar with municipal staff, standards, and infrastructure in the area.

This insight and experience will be invaluable throughout the consultation, design and cost estimating process, advising on the civil engineering and infrastructure components of the assignments. This will help our team ensure that the designs presented to Council and the public are technically sound, achievable, and supported by appropriate budgets.

TECHNICAL AND GRAPHIC SUPPORT

The above noted key staff will be support by a team of technical and office staff for drafting, deliverables preparation, document production, typing, and information coordination, depending upon the project requirements and schedule. Additional details as to specific team members can be provided if desired.

Court Armstrong

PNH Solutions

Envision-Tatham will also collaborate with Court Armstrong, Vice President-Sales for PNH Solutions, to draw upon his local knowledge of Pointe Au Baril and to expand upon the banner and gateway signage work he has recently completed in the community. Court brings a beneficial understanding of the local issues and community perspectives, which will be invaluable during the public engagement component of the project.

3

WORK PLAN

The tasks identified in the work plan have been developed in collaboration with Township staff and based on our past consensus building experiences. Key objectives of each phase are noted, along with specific work components, outcomes, meetings, and deliverables.

1. TOPOGRAPHIC SURVEY

To ensure that designs are based on accurate base information, we will conduct a topographic survey for each site to identify existing aboveground features, materials, and grade conditions. The survey data will be processed, datum adjusted, and a digital tin/contours/elevations will be created for use as a Base Plan to guide the design.

Further to supporting future technical designs, investing in topographic surveys during the initial phases results in design concepts that are spatially accurate and developed in consideration of stormwater and infrastructure. This is important to ensure that the concepts can later transition into final designs without being compromised by unknown factors.

We will rely on the Township's GIS database to provide servicing and underground infrastructure information in support of the base plan preparation.

2. SITE REVIEW & EXISTING CONDITIONS ANALYSIS

At the outset of the assignment, we will meet with Township staff to review the 3 sites, confirm the work program, schedule, consultation strategy, requirements, background documents, and project deliverables.

Following the meeting, we will review each site to observe and analyze existing conditions with respect to the physical and natural environments.

This will include:

- ground-truthing the topographic survey to confirm site conditions, individual trees and vegetation, and any other natural features;
- documenting adjacent private properties;
- assessing the social environment (user opportunities, safety, visual quality and character, open space linkages, visual & physical access).
- assess connectively opportunities between the 3 sites in consideration of providing off-road trails/sidewalks and safe crossings to improve mobility between the properties.

As a component of our data collection and analysis for the project, we will undertake a detailed photographic inventory of the existing property, adjacent properties along shared boundaries, and site context.

3. BACKGROUND INFORMATION REVIEW

Concurrent to the existing conditions assessment, we will review previous submissions and design ideas presented to the Township by community members/groups and staff for each site.

We will also undertake a review of the available hard copy and digital background information provided by the Township (plans, studies, documents, policies, guidelines, standards, by-laws, etc.) to familiarize ourselves with the parameters and conditions of each site. In particular, it is expected that the Township will provide copies of the following:

- High resolution Orthogonal Aerial Imagery
- West Parry Sound's GIS Mapping (converted to AutoCAD format) with relevant services, infrastructure, environmental constraints, and available legal boundary information
- Official Plan and relevant Zoning by-laws
- Any other pertinent information, reports, standards or details deemed relevant by the Township

We assume that the Township will compile and forward digital copies of all requested information that is not available publicly on the Township's webpage.

4. PUBLIC & STAKEHOLDER VISIONING SESSION

The Visioning Session will be targeted toward identifying areas of interest, confirming goals and aspirations,

airing concerns and brainstorming ideas. It is also an opportunity for the community to come together face-to-face, become engaged in the vision and take ownership of the design direction. Visual materials to support the discussions will be on hand including aerial photography and relevant existing conditions mapping and analysis.

Through this process, support for historical ideas will be pragmatically and empirically tested by consensus and additional ideas may emerge. We will guide the discussions based on our firm's experience working with similar site developments.

The event will be structured as follows:

- Introductions
 - participant introductions to staff, design team, and each other
- Project Summary
 - site context, opportunities, and constraints
- Site as Space (outsider's professional perspective)
 - observations by Landscape Architect (access, circulation, environment, micro-climate etc.)
- Site as Place (community's local perspective)
 - sharing of desired experiences (how could it be used, what needs could it fulfill, and what is it missing)
- Sketch Session
 - sketching exercise to develop site vision (either by community members or through the design team)

Formal comment sheets will be provided to the public and stakeholders and responses received will be compiled and provided to the Township for record.

We assume that advertising, coordination, and set-up of the public meeting venue and all associated fees for advertising and venue booking will be the responsibility of the Township.

If required, we also will hold interviews with key stakeholders (identified by the Township) who may have not been able to participate in the Visioning Sessions.

5. VISIONING SUMMARY & DESIGN PROGRAM

Following the public visioning session, we will scan the comment sheets and marked-up presentation panels and compile this information into a consolidated 'Visioning Summary'. We will analyze the public's comments/ideas and group them into 'silos' so that they can be categorized and quantified. The process will yield a graphic representation of all the 'wish list' ideas but will rank them from highest to lowest priority based on the number of participants that supported each idea. This is critical for consensus building, as the public can see that their ideas were heard, while getting a sense of how many other participants supported the same objectives.

A budget assessment will then be applied to define which of the 'wish list' ideas the capital budget can support for incorporation into the master plan for each site, focusing on the ideas that received the highest level of public support. From there, we will be able to develop a detailed 'Site Design Program' (goals and objectives) based on the community feedback, direction from municipal staff, and our analysis findings.

The Site Design Program will be established and presented to the Township for review, modification, and acceptance prior to commencing our design work. Once approved, the Site Design Program will form the basis for all decision making and will provide a benchmark for which the success of the proposed concepts will be reviewed and justified for each site.

6. SITE CONCEPT DEVELOPMENT

Based on the criteria defined in the approved Site Design Program, a Preliminary Site Concept and cost estimate will be prepared for each of the three sites as follows:

- Community Centre
- Public Wharf
- Former Chamber of Commerce Site

Preliminary Site Concepts will be presented in plan format, intended for the purpose of preliminary consensus building and design review by the Township. At this stage of the design process, detailed specification of materials, features, or furnishings will not be provided. The drawings will identify general locations and spatial

relationships between key elements with a noted design rationale (i.e., pathway, planting buffer to block wind, cenotaph monument, etc.) Further development of the design features will be resolved during the refinement of the design as a component of the Final Site Concept Plan.

We will meet with Township staff to present the Preliminary Site Concepts and cost estimate and to provide any further recommendations. The plan for each site will be reviewed based on its compatibility with the objectives of the approved Site Design Program and the project budget. At this stage we will seek comments and feedback from the Township for incorporation into the Final Site Concept Plans.

Final Site Concept Plans

Once comments and direction have been received from the Township, we will refine the design based on feedback, and prepare a Final Site Concept Plans with supporting graphics. The plans will be sufficiently detailed to demonstrate the physical layout of all components and will consider conceptual grading to inform spatial arrangement and costing. To support the plans, precedent images for the various features will also be provided to demonstrate theming, style, and proposed aesthetics. Furthermore, the Cost Estimate will be updated to reflect any refinements.

Final Cost Estimates will be broken down into distinct sections, as defined by Township staff, to support capital budgeting or the pursuit of future funding opportunities.

7. DESIGN SUMMARY REPORT

Once approved by the Township, we will expand on the Visioning Summary to add the Site Concepts and Cost Estimates for each the 3 properties. Concepts will be supported by descriptions and graphic renderings and will relate back to the design programs developed with the public/stakeholders for each site.

This Design Summary Report will be the final deliverable and will document both the public engagement and design process for use in future project planning and the pursuit of funding opportunities.

8. PUBLIC/COUNCIL PRESENTATION

To close out the public engagement process, we will prepare and facilitate a final presentation to the public and/or Council, once the design concepts and budget estimates are approved by the Township for each of the 3 sites.

During the presentation we will provide an overview of the Visioning Session findings, including the 'Wish List' categories, priorities/rankings, and budget considerations, and the Site Design Program development. Through this, the public will see that their ideas were heard and will gain a sense of how many other participants supported the same objectives.

With an understanding of how the public's input informed the design decision making process, the Final Site Concepts and cost estimates for the Community Centre, Public Wharf, and former Chamber of Commerce will be presented.

Deliverables

The following is a summary of our meetings and deliverables:

- Comment Sheet and Interactive Display Panels
- Visioning Summary and Site Design Program
- Preliminary Site Concept @11"x17" size (hand drawn and/or computer graphics) and Preliminary Cost estimate
- Final Site Concept Plan, precedent images and supporting graphics (rendered) @24"x36" size (1:300 scale) and Final Cost Estimate
- Design Summary Report
- 1 Visioning Session
- 1 Public Presentation
- 2 project meetings and follow-up meeting summaries

All above deliverables will be provided in digital format (PDF).

4

PROJECT EXPERIENCE

Envision-Tatham has developed a reputation for public consultation and assisting community residents in the visioning, design and implementation of their public spaces. Overall, our abilities are best demonstrated through our successful completion of the following highlighted public space, streetscape, and park development projects:

Public Space & Streetscapes

- Dunlop Street Revitalization, Downtown Barrie
- Midland Downtown Streetscape Visioning & King Street Redevelopment
- Wasaga Beach Main Street, Mosely Street, & Beach 1 EA
- Owen Sound Downtown River Precent
- Main Street Revitalization, Penetanguishene
- Collingwood Downtown Streetscape Revitalization
- Collingwood Town Hall, Public Library/Green Roof
- Muskoka Road, Gravenhurst
- Tremont Artisans Plaza, Collingwood
- Ramara Administration Building
- Town of The Blue Mountains Town Hall

Public Engagement & Facilitation

To highlight our public consultation experience, the following projects were successfully completed through the application of the same/similar community engagement process proposed for Pointe au Baril:

- Collingwood Diversity & Inclusion Collective
- Sunset Point Park Playspace, Collingwood
- Centre Street Park, Meaford
- St Vincent Park, Meaford
- Mountaincra Park, Collingwood
- Ryerson Park, Owen Sound
- Riverside Park, Collingwood

HIGHLIGHTED PROJECTS

The projects summarized in this section highlight our experience with key aspects of this assignment, including public engagement, riverside/waterfront urban development, cenotaph improvements, and covered outdoor ice rinks.

Additional information regarding our company's ability and experience is provided in the Appendices.



SUNSET POINT PARK COLLINGWOOD, ONTARIO

The existing community playground at Sunset Point Park in Collingwood (known as 'EnviroPark') is set in a mature cedar grove in visual proximity to Georgian Bay. Built in 1993, this cherished community playground (2,900 m² approx.) became tired, outdated, and required replacement. In 2018, the Town of Collingwood retained Envision-Tatham to undergo a comprehensive public engagement process to redesign the playspace to reflect current community values and to offer a more diverse and inclusive play experience.

The public consultation process was initiated with an online survey that sought to gain general preferences from the community and establish an overall direction for this project. In collaboration with Town staff, Envision-Tatham completed the Town's most comprehensive community engagement campaign ever undertaken for a playground project, which included public design charrettes with:

- Students: 134 school children engaged from 4 local schools (Grades 1 to 7)
- Families: 2 separate public design workshop events held at the Sunset Point Park Pavilion
- Children's Treatment Network: 2 separate design consultations

The consultation process was designed to gather input on how children wanted to play as opposed to focusing

on which equipment they preferred. The process emphasized play type preferences and supported the unfettered imagination of the participants. This led to a wide range of creative ideas that balanced various types of play including Active, Artistic, Creative, Sensory, Games, Social, and Reflective play. As the 'Types of Play' are generally consistent across all children (regardless of their age and ability), this approach enabled more inclusive results.

With the design process recently completed, the project will be tendered in the summer of 2021. As a result of the incredible feedback and support gained through the consultation, the Collingwood community is excited to open its new \$1.9M community park in the spring of 2022. The final design includes a welcome pavilion and harvest table, accessible public washrooms, a 25'-tall custom lighthouse play structure with a 2-storey slide, separated youth, tot, and swing play spaces, a beach-entry sand play area with water/mud tables and misting posts, accessible forest boardwalk with interactive 'Firefly Forest' canopy lights, a performance play stage and outdoor classroom, accessible sensory garden, youth hangout living room, and a small multi-games court.

Services provided: Public engagement, arboricultural assessment, concept design, graphic visualization, budgeting, construction drawings, specifications, tender support, construction review



DOWNTOWN RIVER PRECINCT OWEN SOUND, ONTARIO

Expanding on the Downtown and Harbour Master Plan and the Municipal Class Environmental Assessment (EA) for the Downtown River Precinct, Envision-Tatham is retained by the City of Owen Sound to guide the revitalization of the urban and recreational spaces along the Sydenham River corridor.

The first phase of the revitalization focused on the spaces surrounding City Hall, the historic market building, and the Sydenham River. The realignment of 1st Avenue East, between 8th Street East and 9th Street East, created an opportunity for increased event space which included a plaza for the farmers market, a pedestrian promenade, picnic area, bike parking hub, and a parkette with shade sails. The design embraced elements of Downtown Owen Sound's character, most notably the iconic red brick of the existing farmers market building, to create a unique public space rooted in local heritage.

With successful implementation of Phase 1 in 2019, and our recent involvement in the 10th Street Bridge and the

Gitche Namewikwedong Plaza design, Envision-Tatham is currently engaged in Phase 2 of the Downtown River Precinct project. This phase will transform a rear urban laneway along the Sydenham River into an engaging urban mixed-use space (woonerf), focused on expanding retail/patio opportunities and the arts.

Services provided: Concept design, graphic visualization, budgeting, construction drawings, specifications, tender support, construction review



DELAWANA ROAD HONEY HARBOUR, ONTARIO

In 2019, Tatham Engineering and Envision-Tatham were retained by the Township of Georgian Bay to transform the existing Delawana Road into a pedestrian-focused promenade and gateway to the water. Located in Honey Harbour, Delawana Road provides valuable public access to Georgian Bay for boating and recreation.

Drawing on inspiration from the natural character of the area, the walkway is patterned to suggest the overlapping waves of the Georgian Bay shoreline and is flanked by plantings native to the area. This revitalized space improves the pedestrian experience for both the local community and visitors and includes a pedestrian promenade with limited vehicular access, docks for small and large vessel boats, a timber pavilion and shade sail waiting area for a future ferry connection, beach access, picnic area and feature planting. The design and construction drawings were developed in collaboration with Tatham Engineering and construction of the

waterfront promenade was completed in the spring of 2021.

Services provided: Concept design, graphic visualization, budgeting, construction drawings, specifications, tender support



COLLINGWOOD STATION MUSEUM & CENOTAPH COLLINGWOOD, ONTARIO

For more than a decade, Envision-Tatham worked with the Town of Collingwood to design and oversee the implementation of various site improvement initiatives at the Collingwood Station Museum. Originally the site of Collingwood's historic train station, the refurbished station building now houses Collingwood's local museum and archives. Through our work, the site has evolved to support the museum and associated Town events and includes an events lawn, veteran's honor walls, a railway display, passive parkland, trails, and the historic Collingwood Cenotaph. In 2014 the area surrounding the Collingwood Cenotaph was enhanced in consultation with the local Legion to improve accessibility, increase visual presence, improve ceremony logistics, and provide appropriate spectator space for veterans and the public.

Services provided: Arboricultural assessment, site planning, concept design, budgeting, construction drawings, specifications, construction review



CENTAL PARK COVERED RINK COLLINGWOOD, ONTARIO

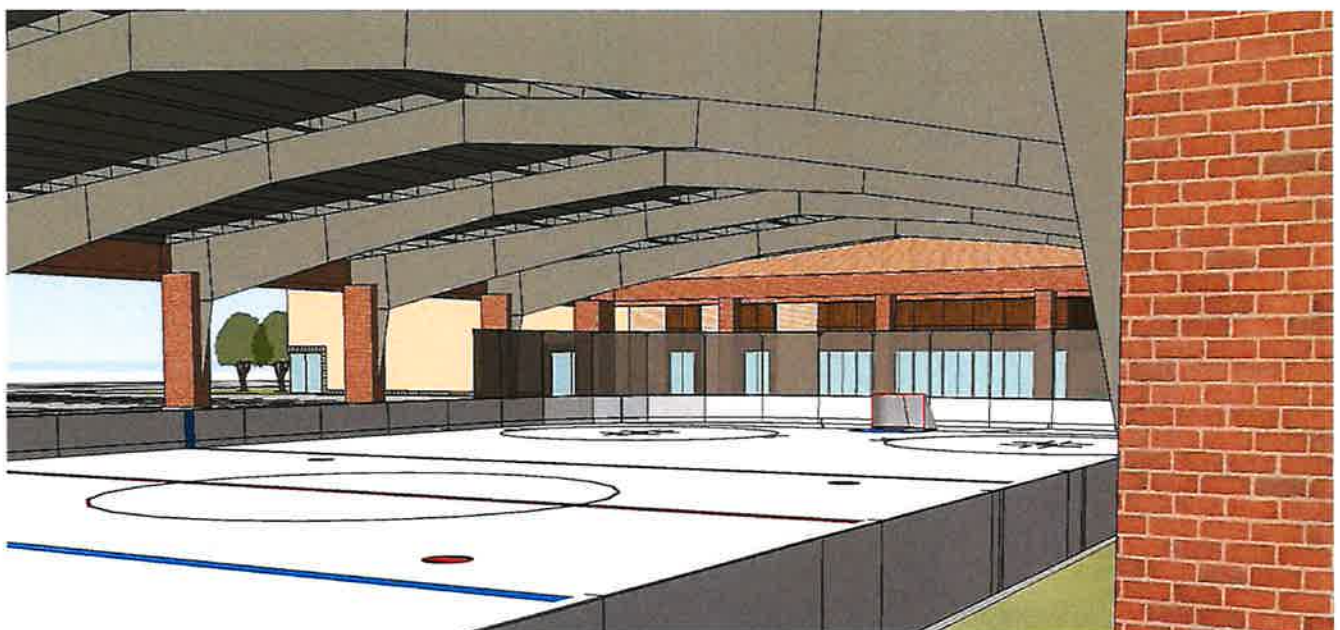
In 2010, the Town of Collingwood contemplated a significant master plan update for Central Park and retained Envision-Tatham and Tatham Engineering to undergo an overall design and feasibility study. One of the key initiatives considered was the addition of an open-air canopy to cover the existing outdoor ice rink. Although the ice surface is cooled by the adjacent curling club's ice plant, sun exposure often results in 'soft spots' which lead to shortened use times or closures due to public safety concerns.

At the time, the Town was also in need of a second indoor ice rink and wanted to explore the merits of an incremental development of the outdoor rink into an indoor facility. The first phase involved the addition of an open-air roof covering, the second phase added covered spectator's stands, the third phase added indoor change rooms and washrooms, and the final phase completed the facility with walls and enclosed corridors, offices, and concessions.

Working with the structural and civil engineers at Tatham Engineering, Envision-Tatham prepared sun-analyses for the covered facility, design support for the building, and developed graphic renderings to support visualization and consensus building with Town staff and Council.

Although the project did not advance due to funding challenges and a second indoor ice rink has since been built in Collingwood, we understand that the Town is considering advancing the open-air rink covering and we look forward to resuming our services on this project.

Services provided: Site planning, consensus building and approvals, concept design, graphic visualization, budgeting



MOUNTAINCROFT PARK COLLINGWOOD, ONTARIO

Mountaincroft Park is a large neighbourhood park located in Collingwood's Mountaincroft subdivision. Surrounded by new development and sharing a boundary with St. Mary's school, the park services a large population eager for greenspace and enthusiastic to contribute to its design.

Working with Town staff, Envision-Tatham successfully facilitated an extensive community building process that included a public design charrette, workshops, and presentations. Through this incremental process, the community expressed their ideas, understood how their ideas ranked compared to those of others, and helped contribute to the overall programming for the park. Ultimately, this resulted in a highly used and popular park that reflects the needs of the community.

Mountaincroft Park features a toboggan hill, separated tot and youth playspaces, an outdoor classroom, open lawn play space, walking trails, a picnic area, a shade pavilion, and interpretive gardens. Adding a note of whimsy, renowned woodturning artist Stephen Hogbin has also contributed a sculpture titled 'Insect' for the pollinator garden.

Services provided: Public engagement, approvals, concept design, graphic visualization, budgeting, construction drawings, specifications, tendering, contract administration & construction review



RYERSON PARK OWEN SOUND, ONTARIO

Ryerson Park is an important green space in downtown Owen Sound that has a unique history and is cherished by the neighbourhood it supports. Through disturbance created by the re-construction of 8th Street East, Ryerson Park was given the opportunity to evolve to meet the current needs of the community. Working with Town staff, Envision-Tatham successfully facilitated an extensive community building process that included a public design charrette, workshops, and presentations. Based on the ideas and feedback of local residents, we developed a design that preserved the park's mature trees while incorporating toboggan hill improvements, a hillside natural playground, a traditional playground, an adult gathering space, and an open play lawn. The playgrounds were designed to accommodate school groups and camps and offer a range of experiences that encourage inclusive play, creativity, imagination, and the development of motor, cognitive and sensory skills for various ages and abilities. Through our collaboration with this passionate community, we obtained valuable design feedback, secured resident support, and reinforced community bonds and project ownership. Construction was completed in 2016.

Services provided: Public engagement, arboricultural assessment, concept design, graphic visualization, approvals, budgeting, construction drawings, specifications, tender support, construction review



CENTRE STREET PARK MEAFORD, ONTARIO

Envision-Tatham was retained by the Municipality of Meaford to engage residents in the visioning of Centre Street Park in 2019. Situated in a prime location along the Bighead River and associated Trout Hollow Trail, the 5.4ha closed landfill site offers varied topography and opportunities for development of both passive and active recreation. Working with municipal staff, Envision-Tatham led a successful public design charrette to establish community objectives and inform the design of the park. The resulting Master Plan includes a toboggan hill, playground, trails, pavilion, shade sails, parking lot, and portable washrooms. The Municipality is utilizing the Master Plan and phased cost estimate to inform their Development Charges Study and to budget future construction of the park.

Services provided: Public & stakeholder engagement, consensus building & approvals, and master planning.



WHAT WOULD YOU LIKE TO SEE?



5

FEES & EXPENSES

Our estimated fees and expenses to complete the above scope of services are as follows:

Table 1: Fee Estimate

Task	Fee
PRE-DESIGN	
Topographic Survey & Base Plan	\$5,500.00
Site Review & Existing Conditions Analysis	\$3,000.00
Background Information Review	\$1,500.00
Subtotal	\$10,000.00
Expense: Travel (Mileage)	\$450.00
Expense: Materials & Supplies	\$50.00
Pre-Design Subtotal	\$10,500.00
DESIGN DEVELOPMENT	
Site Concept Development	
Community Centre	\$15,000.00
Public Wharf	\$12,500.00
Former Chamber of Commerce Site	\$12,500.00
Design Summary Report	\$2,500.00
Subtotal	\$42,500.00
Expense: Travel (Mileage)	\$225.00
Expense: Materials & Supplies	\$80.00
Design Development Subtotal	\$42,805.00
PUBLIC ENGAGEMENT & CONSENSUS BUILDING	
Public & Stakeholder Visioning Session	\$6,000.00
Visioning Summary & Design Program	\$3,000.00
Public/Council Presentation	\$4,500.00
Subtotal	\$13,500.00
Expense: Travel (Mileage)	\$450.00
Expense: Materials & Supplies	\$245.00
Public Engagement Subtotal	\$14,195.00
Total Estimated Fees & Expenses	\$67,500.00

We propose to undertake this work on a time and expense basis to the total upset fee limit described above, which will not be exceeded without the client's authorization.

The upset fee limit is defined by the tasks described in the work plan and does not allow for any time contingencies to address possible changes in the tasks, scope, or schedule. In all instances, we will notify the

client immediately should tasks arise that are outside of our scope of work and will invoice the extra work on a time and expense basis, following client authorization.

Should you wish to proceed with the services defined by this work plan, please provide a Township of The Archipelago Purchase Order as our authorization to proceed.

Hourly Rates

Hourly rates for the project staff, in addition to expected support staff, are provided below. These rates will be held for the duration of the assignment.

Staff Member	Project Role	Hourly Rate
David Wood	Project Advisor	\$165
Alison Bond	Project Manager	\$140
Bill Van Ryn	Civil Engineering Consultant	\$220
Various	Technical & Graphic Support	\$70-90

Expenses

Expense charges are included in our workplan as per the Fee Schedule and relate to travel, materials, and supplies (graphic presentation panels, report production, couriers, etc.) and travel (\$0.54/km).

Invoices

Invoices will be submitted on a monthly basis based on the work completed and payments shall be made within 28 days from the invoice date. Invoices will be accompanied by a summary of work completed during each billing period. We will provide status reports with our invoices and will update our budgets as the project advances and obtain your approval prior to carrying out additional effort (if required).

SCHEDULE

We understand that the advancement of this assignment is subject to the success of the Township in securing funding. If successful, we understand that the work plan would commence shortly following the receipt of the funding which is anticipated in the Fall of 2021.

We are prepared to commence work immediately upon receiving authorization to proceed and will work with the Township to achieve all project milestones.

Assumptions & Exclusions

We assume that orthogonal imagery, legal surveys, base plans, natural heritage mapping, and available infrastructure 'for record drawings' will be provided in digital AutoCAD format with sufficient legal survey information to support our work.

All submissions will be provided in digital format.

Our work plan specifically excludes:

- legal survey
- arborist assessments, butternut health assessments/ESA permits
- architectural design



CLOSING REMARKS

We are enthusiastic to assist the Township of The Archipelago with the public engagement, visioning and design of the Pointe au Baril Community Centre, Public Wharf, and former Chamber of Commerce site. We trust that we have effectively demonstrated our creative and technical capabilities, experience, and overall approach and thank you again for providing us with this opportunity.

Should you require any elaboration or additional information, we are at your disposal.

Regards,

ENVISION-TATHAM

David Wood BLA OALA CSLA
President



APPENDIX A CORPORATE PROFILE

SELECTED WORKS



Streetscapes & Laneways

BIA Streetscape Improvements - Collingwood
First St./Pretty River Pkwy. Grand Boulevard - Collingwood
Muskoka Road Streetscape Improvements - Gravenhurst
Poplar Sideroad Roundabout - Collingwood
Collingwood Laneway Design Guidelines

Civic Spaces & Institutions

Collingwood Public Library & Green Roof - Collingwood
Tremont Artisans Plaza - Collingwood
Blue Mountains Town Hall - The Blue Mountains
Collingwood Fire Hall - Collingwood
Ramara Administration Building - Ramara

Park & Sports Facilities

West Orillia Sports Complex - Orillia
Heritage Park Master Plan - Collingwood
Richvale Athletic Fields - Richmond Hill
Fisher Field Soccer Park - Collingwood

Community Design

Windfall - The Blue Mountains
Cottages of Lora Bay - The Blue Mountains
11 Bay Street Condominium - The Blue Mountains

Resorts & Camps

Le Scandiane Spa - The Blue Mountains
Camp Ramah in Canada Migrash - Muskoka Lakes

Municipal Consulting

Town of Collingwood Development Review
Town of Innisfil Subdivision Review



FIRM OVERVIEW

Envision-Tatham Inc. is a uniquely specialized, multi-disciplinary company that provides services in landscape architecture and urban design for a broad range of private and government sector clients in central Ontario. In practice since 2003, the company specializes in parks and recreation, urban and streetscape design, and site and environmental planning.

We are a highly acclaimed firm that has maintained a broad based practice founded on principles of urban and ecological sustainability and creative design approaches. Through a close affiliation with Tatham Engineering Limited, our design approach benefits from engineering support services, which allows for cohesive design solutions that balance aesthetics, ecology, and function. Tatham Engineering Limited (formerly C. C. Tatham & Associates) was founded in Collingwood in 1988 and is one of Ontario's leading practices in civil, municipal, structural and environmental engineering.

Working collaboratively, our team of respected design professionals develop seamless land planning and design solutions from the initial feasibility stage, through concept development, to construction implementation. Our team of landscape architects, arborists, urban designers, and engineers offers the depth in technical and design expertise needed to create exciting, meaningful environments for people, with a commitment to maintaining schedules and budgets without compromising quality. Areas of practice include:

- Master Planning
- Site Planning and Design
- Urban Design
- Visual Assessments
- Arboricultural Assessments & Tree Preservation
- Naturalization & Ecological Design
- Public Consultation
- Construction Contract Administration

Envision-Tatham's head office is located at 115 Sandford Fleming Drive in Collingwood and also offers local services through branch offices based in Barrie, Orillia, Bracebridge, and Ottawa. As such, it is centrally located to provide client-focused services within the Counties of Simcoe, Grey, Bruce and Dufferin, and the District Municipality of Muskoka. For more information on how Envision-Tatham can best serve your landscape design needs, please contact our President, David Wood, BLA OALA CSLA.



Enhancing our communities



What we do

Tatham Engineering is a team of multi-disciplinary project managers, engineers, technical staff and industry professionals who have been challenged to provide consulting engineering, design and construction services relating to the fields of land development, municipal infrastructure, structural, transportation, water resources and water & wastewater engineering.

Originally established in Collingwood, where our head office remains, we also operate through offices in Barrie, Bracebridge, Orillia and Ottawa.

How we do it

Employee-owned and community-driven, we are invested in each project regardless of whether it is large or small, in its infancy or nearing completion, simple or complex.

Our goal, for each and every project, is to not only meet but exceed client expectations through project execution and delivery. In doing so, we draw from our 30 years of experience and our valued relationships with approval authorities, agencies and stakeholder groups to maintain project momentum and ensure solutions are cost effective, readily achievable and amenable to all.

Our services

Originally established as C.C. Tatham & Associates Ltd. in 1988 and rebranded as Tatham Engineering Limited in 2019, we provide engineering and advisory services to public and private sector clients in a wide range of civil engineering disciplines. From conceptual and preliminary design, through to construction and implementation, we recognize that each project and client partnership is unique.

For each, project delivery must balance client needs and wants, site and environmental constraints, approval requirements, project timelines and project budgets. Our approach to achieving this balance is consistent – through commitment, quality and resolve. Our clients appreciate this and have rewarded us with repeat opportunities – many of our client relations span 20+ years.



Land Development

- Site plans & approvals
- Grading & drainage
- Site servicing
- Septic systems
- Residential subdivisions
- Industrial parks
- Servicing studies & reports
- Erosion & sediment control

Municipal Infrastructure

- Infrastructure renewal & reconstruction
- Watermain, sanitary & storm sewer systems
- Stormwater management
- Road design & reconstruction
- Streetscape improvements
- Boat launch & docks
- Development charge studies
- Engineering standards review
- Peer review
- Class environmental assessment

Structural

- Bridges & culverts
- Buildings
- Foundation & roof design
- Holding tanks, wet wells, pump houses & reservoirs
- Retaining walls
- Code compliance reviews
- Condition assessments & inspections
- Dam safety studies & rehabilitation

Transportation

- Road widening & improvements
- Intersection improvements
- Roundabouts
- Pavement markings & signage plans
- Parking analysis & design
- Traffic impact studies & briefs
- Traffic operational reviews
- Site access reviews
- Transportation master plans
- Environmental assessments
- Active transportation
- Road & bridge rationalization studies

Water Resources

- Hydrologic & hydraulic modeling
- Stormwater management planning
- Water quality & quantity control
- Low impact development features
- Natural channel designs
- Flood control, mapping & assessments
- Riverbank & shoreline remediation
- Shoreline hazard & setback assessment
- Erosion & sediment control
- Stormwater master planning
- Class environmental assessments
- Surface water & groundwater monitoring

Water & Wastewater

- Water supply, treatment, storage & pumping
- Wastewater collection, pumping & treatment
- Effluent disposal, including subsurface disposal beds
- Hydraulic modeling
- Compliance & performance reporting
- Servicing studies & master plans
- Class environmental assessments
- Flow monitoring & inflow/infiltration control studies
- Operations & maintenance manuals

Coastal

- Coastal process modelling
- Shoreline hazard studies and setback assessments
- Shoreline protection structures (revetments and walls)
- Permitting support

Survey & Construction

- Topographic & as-built surveys
- Construction control & staking
- Contract & tender documentation
- Tender administration & evaluation
- Contract administration & construction inspection
- Shop drawing reviews
- Construction certification

Asset Management

- Reserve fund studies
- Road needs studies
- Road condition assessments
- Infrastructure inventories
- OSIM inspections
- Life cycling cost
- Funding applications for government programs



Our executive leadership team



Rex Meadley, B.Eng., P.Eng.
Chairman

Rex Meadley, having joined the company in 1989, is the longest currently serving employee on record. Along with our founder, Charlie Tatham, Rex has been responsible for guiding and building our company from a team of five to a team of 120+. Rex's technical expertise extends across all of our primary services, a true testament to his passion for civil engineering and all things associated with it.



Dan Hurley, B.A.Sc., P.Eng., LEED AP
President

As President of Tatham, Dan Hurley is tasked with developing our strategic and business plan to continue our success well beyond our current 30 years. Dan's engineering experience spans over 25 years, having served as a Project Engineer, Project Manager and/or Project Advisor on a wide variety of civil engineering projects covering the land development, water resources and municipal engineering disciplines.



Bill Van Ryn, B.Eng., P.Eng.
Executive Vice President

Bill Van Ryn is the Executive Vice President with a focus on the development of company-wide long-term business strategies, risk management, financial sustainability, corporate planning and business opportunities. For 30 years, the last 21 of which have been as Manager of our Bracebridge office, Bill has been responsible for a diverse range of projects covering all aspects of civil engineering.



Michael Cullip, B.Eng. & Mgmt., M.Eng., P.Eng.
Vice President Head Office Operations

Michael Cullip is the Vice President Head Office Operations, where he uses his experience and expertise to build and strengthen client relations, explore project opportunities, and ensure professional delivery of engineering services for our Collingwood operations. With over 25 years of experience, he provides direction on projects from inception to completion, with a focus on transportation, land development and municipal infrastructure projects.



Bryan Stanton, B.A.Sc., P.Eng.
Vice President Branch Operations

Bryan Stanton is the Vice President Branch Operations responsible for project development, acquisition and completion for our operations in Barrie, Bracebridge, Orillia and Ottawa. In addition, Bryan serves as the Manager of the Barrie office, and has grown this office to the second largest in our company. Bryan has been providing consulting engineering services as a professional engineer for over 25 years.



APPENDIX B

CURRICULUM VITAE

DAVID WOOD, BIA OALA CSLA
PRESIDENT

David is recognized for his professional leadership in the fields of landscape architecture, site planning, and urban design and has fostered trusted relationships with local municipalities, review authorities, and developers throughout the Georgian Triangle area. With 25 years of professional practice, David has a uniquely broad range of expertise that is founded on his past experience working in Australia, Newfoundland, and Toronto.

Since establishing Envision-Tatham Inc. in 2002, he has grown the company in partnership with Tatham Engineering Ltd. and has successfully led a talented multi-disciplinary team through the design and implementation of a diverse range of public and private sector projects. David's commitment to quality, his passion for people, and his management abilities have resulted in an impressive portfolio of successful public realm, residential community, and resort design projects.

People are at the core of David's motivation which is apparent in his passion and expertise in public consultation and engagement. David has also developed long standing relationships with various municipalities, advising on site planning and landscape related planning issues, by-laws, development standards and guidelines, and providing development peer review services.

SPEAKING ENGAGEMENTS

Fenelon Falls Idea Bombing 2013:
Streetscapes & Public Spaces

OPPI Conference London, ON 2013:
Change by Design Charrette

Community Visioning Symposium, St. Thomas, ON 2013:
Value of Urban Heritage Planning & Design

Collingwood Horticultural Society Speaker Series 2012:
Green Roofs & LEED

Stayner Horticultural Society Speaker Series 2009:
Green Roofs & a Brief History of Landscape Architecture

MUNICIPAL CONSULTING

Wasaga Beach Parks Standards *Wasaga Beach ON*

Town of Collingwood Development Review *Collingwood ON*

Town of Innisfil Subdivision Review *Innisfil ON*



QUALIFICATIONS

1996 Bachelor of Landscape Architecture
University of Guelph, ON

PROFESSIONAL DESIGNATIONS, LICENCES, REGISTRATIONS

- Ontario Association of Landscape Architects
Full Member with Seal and Certificate

PROFESSIONAL AFFILIATIONS

- Canadian Society of Landscape Architects
- Ontario Association of Landscape Architects

PROFESSIONAL VOLUNTEER

2012 to 2017 Ontario Professional Planners
Institute's (OPPI) Award of
Excellence Program Juror

PROFESSIONAL EXPERIENCE

2018 to present Envision-Tatham
Collingwood, ON
President

2002 to 2017 Envision-Tatham
Collingwood, ON
General Manager/ Senior LA

2000 to 2002 Grand Concourse Authority
St. John's, NL
Senior Landscape Architect

1999 to 2000 du Toit, Allsopp, Hillier
Toronto, ON
Project Manager

1998 to 1999 ENVision – the Hough Group
Etobicoke, ON
Project Manager

1996 to 1998 HASSELL Pty. Ltd.,
Sydney, NSW, Australia
Landscape Architect

1995 to 1996 Harrington and Hoyle Ltd.
Cambridge, ON
Intern Landscape Architect

DAVID WOOD, BIA OALA CSLA
PRESIDENT

SELECTED PROJECTS

Streetscapes & Laneways

Downtown River Precinct *Owen Sound, ON*
Dunlop Street Corridor Improvements *Barrie ON*
Midland Downtown Streetscape Revitalization *Midland ON*
Main Street Revitalization *Penetanguishene ON*
Collingwood Downtown BIA Improvements *Collingwood, ON*
First Street/Pretty River Parkway Grand Boulevard
Collingwood ON
Tremont Artisans Plaza *Collingwood ON*
Collingwood Laneway Design Guidelines *Collingwood ON*
King William Streetscape *Hamilton ON*
Gardiner Expressway Dismantling *Toronto ON*
Sydney Chinatown Re-development *Sydney AU*
Sydney 2000 Olympics - Roads & Pedestrian Infrastructure
Sydney AU

Public Parks & Outdoor Sports Facilities

Starfall Park *Oro Medonte ON*
Awen' First Nations Gathering Circle *Collingwood ON*
Harbourview Labyrinth *Collingwood ON*
Bayview Memorial Park *Township of Oro-Medonte ON*
Mountaincroft Park *Collingwood ON*
Ryerson Park *Owen Sound ON*
Riverside Park *Collingwood ON*
Heritage Park *Collingwood ON*
West Orillia Sports Complex *Orillia ON*
Richvale Athletic Fields *Richmond Hill ON*
J.J. Cooper Park *Collingwood ON*
Sunset Point Park Master Plan *Collingwood ON*
Fisher Field Soccer Park *Collingwood ON*
Mair Mills Park *Collingwood ON*
Black Ash Park *Collingwood ON*
Thornbury Riverwalk Fish Ladder Viewing Platforms
Thornbury ON
Bishop Spencer Memorial Parkette *St. John's NL*

Civic Space & Institutional Design

Rotary Place Arena *Orillia ON*
Blue Mountains Town Hall *Thornbury ON*
Collingwood Town Hall *Collingwood ON*
Collingwood Public Library & Green Roof *Collingwood ON*
Central Park Arena *Collingwood ON*
Centennial Pool *Collingwood ON*
Mnjikaning Police and Ambulance Building *Rama ON*
Confederation Plaza, Confederation Hill *St. John's NL*

Trailway Planning & Design

Camp Ramah in Canada Mountain Bike Trails Master Plan
Muskoka Lakes ON
Collingwood Trails Management Guidelines (contributor)
Collingwood ON
Long Pond to Oxen Pond Walk *St. John's NL*
Octagon Pond Walk *Paradise NL*

Communities

Braestone *Township of Oro-Medonte ON*
Windfall *The Blue Mountains ON*
Mountain House *The Blue Mountains ON*
11 Bay Street Condominium *The Blue Mountains ON*
Cottages of Lora Bay *The Blue Mountains ON*
Mill Pond Homes of Thornbury Condominium *The Blue Mountains ON*

Resorts & Camps

Braestone Club *Township of Oro-Medonte ON*
Le ScandinaVe Spa, Blue Mountains *The Blue Mountains ON*
Camp Ramah in Canada Migrash *Muskoka Lakes ON*
Delawana Inn Master Plan *Honey Harbour ON*
Bala Woodlands Resort *Bala ON*

Visual Impact Assessments

Tenth Line & 26/27 Sideroad VIA *Clearview ON*
Mountain House VIA *The Blue Mountains ON*
Field Cottage OMB Hearing - Expert Witness *Cognashene ON*

ALISON BOND, BSC MSC BLA OALA CSLA
LANDSCAPE ARCHITECT AND ARBORIST

Alison Bond, Landscape Architect and Arborist, joined Envision-Tatham in 2003 following the completion of a Master's degree in Botany and a Bachelor of Landscape Architecture. As a Certified Arborist, she brings a variety of botanical and ecological experience to the firm, which includes environmental design and the integration of natural and urban landscapes. Alison has applied her skills to a variety of projects, including streetscapes, park and trails, residential developments, commercial properties, long term care facilities, naturalization, shoreline improvements, and several arboricultural inventories.

Alison currently provides her expertise to the Towns of Innisfil and Collingwood in the review of arborist reports, tree protection plans, landscape plans, and landscape installation as a component of the development review process.

MUNICIPAL CONSULTING

Town of Innisfil Development Peer Review

Town of Collingwood Development Peer Review

Town of New Tecumseth Development Peer Review

Township of Ramara Development Peer Review

Tree Inventories and Arborist Assessments

Allandale 'A' Neighbourhood Road Reconstruction *Barrie ON*

Bayview Drive & Big Bay Point Rd Reconstruction *Barrie ON*

Bishop Drive Trunk Sanitary Sewer Replacement *Barrie ON*

Bunkers Creek Northeast Restoration *Barrie ON*

Christina Homes Development *Georgina ON*

Church Street North *New Tecumseth*

Craigleith Ski Village *Craigleith ON*

Elma Street South *The Blue Mountains ON*

Gables Park & Royal Oak Drive Urbanization *Barrie ON*

Hannah, Hugel, & Norene Street Reconstruction *Midland ON*

Keyley Estates *Warminster ON*

Midland Downtown Streetscape Rejuvenation *Midland ON*

Mill Street Reconstruction *The Blue Mountains ON*

Mooselanka Creek Outlet *Innisfil ON*

Windfall *The Blue Mountains ON*



QUALIFICATIONS

2003	Bachelor of Landscape Architecture University of Guelph, ON ASLA Honour Award, OALA Award
1999	Master of Science (Botany) McGill University, QC
1996	Bachelor of Science (Botany) McGill University, QC

PROFESSIONAL DESIGNATIONS, LICENCES, REGISTRATIONS

- Ontario Association of Landscape Architects
Full Member with Seal and Certificate
- International Society of Arboriculture
Certified Arborist, Tree Risk Assessment Qualification
- Butternut Health Assessor

PROFESSIONAL AFFILIATIONS

- Canadian Society of Landscape Architects
- Ontario Association of Landscape Architects
- International Society of Arboriculture

PROFESSIONAL EXPERIENCE

2003 to present	Envision-Tatham Inc. Collingwood, ON
2002	Applied Ecological Services Brodhead, WI Landscape Architectural Intern
1999 to 2000	Cytec Canada Inc. Welland, ON On-site Coordinator – Site Rehabilitation Project
2007 to 2013 & 2016 to present	OALA Professional Development Period Reviewer
2009 to 2014	Secretary & Director Collingwood Branch of the Architectural Conservancy of Ontario
2013 to 2015	Secretary & Director Collingwood Community Food Coop

ALISON BOND, BSC MSC BLA OALA CSLA
LANDSCAPE ARCHITECT AND ARBORIST

SELECTED PROJECTS

Civic and Institutional

Barrie on the Bay *Barrie ON*
Clearview Library *Stayner ON*
Collingwood Fire Hall *Collingwood ON*
Collingwood Public Library & Green Roof *Collingwood ON*
Holland Gardens Retirement Residence *Bradford ON*
Hospice Huronia *Penetanguishene ON*
Meaford Hall Garden *Meaford ON*
Royal Rose Place LTC *Welland ON*
Sienna Kingsmere Expansion *New Tecumseth ON*
Simcoe Community Services *Barrie ON*
Villa Care Centre LTC *Midland ON*

Residential Development

Barrie Waterfront Developments *Barrie ON*
Blue Horizons *The Blue Mountains ON*
Braestone *Oro-Medonte ON*
Brownley Meadows II *Essa ON*
Christina Homes *Georgina ON*
Inns Village *Innisfil ON*
Mountain House *The Blue Mountains ON*
North Lake Village *Orillia ON*
Parkshore Village *Barrie ON*
Plateau East *The Blue Mountains ON*
Ramblewood/Mapleside *Wasaga Beach ON*
Redwood Park Emergency Housing *Barrie ON*
Second Nature *The Blue Mountains ON*
Trillium Forest North *Wasaga Beach ON*
Verdon Collection *Amaranth ON*
Villages in Stayner *Clearview ON*
Wasaga Meadows *Wasaga Beach ON*
Windfall *The Blue Mountains ON*
Yonge-Go Village *Barrie ON*

Public Parks and Open Space

Alcona Capital Park *Innisfil ON*
Bayview Memorial Park *Oro-Medonte ON*
Black Ash Park *Collingwood ON*
Centre Street Park Master Plan *Meaford ON*
Chery Hill at Vineland Phase 6 Parkette *Lincoln ON*
David Johnston Park *Meaford ON*
Heritage Park *Collingwood ON*
Innis Village Park *Innisfil ON*
Riverside Park *Collingwood ON*
Ryerson Park *Owen Sound ON*
St Vincent Park Concept *Meaford ON*
Sunset Point Park Rotary Lookout *Collingwood ON*

Trailway Planning and Design

Blue Mountain Village Boardwalk Extension
The Blue Mountains ON
Camp Ramah in Canada Trails Master Plan *Muskoka Lakes ON*
Harbourview Park Boardwalk *Collingwood ON*
Heritage Drive Trail Extension *Collingwood ON*
Vacation Inn Trail Extension *Collingwood ON*
Windfall Trails *The Blue Mountains ON*

Naturalization and Restoration

Bunker's Creek Northeast Restoration *Barrie ON*
Christina Homes Wetland Buffer Enhancement *Georgina ON*
Gables Park Restoration *Barrie ON*
Grey Road 19 Channel and Buffer Restoration
The Blue Mountains ON
Mariner's Haven Goose Control Strategy *Collingwood ON*
Reinhart Foods Watercourse Buffer *Clearview ON*
The Blue Mountains ON
Valaitis Habitat Compensation *Innisfil ON*

Career Highlights

Bill is responsible as Executive Vice President and Manager of the Bracebridge office, for risk management, project development, acquisition, and completion. Bill is responsible for diverse teams of engineers and specialists to complete civil projects including transportation, municipal, water supply and distribution, sanitary sewage collection and treatment, storm water management, land development and marine.

Detailed Experience

Roads, Highways & Bridges

- Florence Street, Town of Huntsville (2005)
- Hekkla Bridge, Township of Muskoka Lakes (2007)
- District Road 25, District Municipality of Muskoka (2008)
- Muskoka Road 169 Culvert, Town of Gravenhurst (2009)
- Queen Street and Muskoka Road, Town of Bracebridge (2009)
- Hwy 60 Improvements, Town of Huntsville (2010)
- District Road 50, District Municipality of Muskoka (2010)
- District Road 25, District Municipality of Muskoka (2011)
- District Road 117 Bridge, District Municipality of Muskoka (2011)
- Fish Hatchery Road Bridge, Township of Muskoka Lakes (2012)
- Woodchester Avenue, Town of Bracebridge (2012)
- Island Park Bridge, Township of Muskoka Lakes (2012)
- Rosseau Lake Road Bridge, Township of Muskoka Lakes (2012)
- Seehaver Road Bridge, Town of Gravenhurst (2012)
- Pearce Street, City of North Bay (2012)
- Milne Road Bridge, Town of Bracebridge (2013)
- Sherwood Creek Bridge, District Municipality of Muskoka (2013)
- Woodchester Avenue, Town of Bracebridge (2013)
- Black Bridge, Town of Bracebridge (2013)
- Lakeshore Drive Bridge, City of North Bay (2013)
- Helen Crawford Drive, Parry Sound Area Industrial Park Board (2013)
- Narrows Road Bridge, Town of Gravenhurst (2014)
- Beatrice Townline Bridge 3, Township of Muskoka Lakes (2014)
- McCutcheon Bridge, Town of Bracebridge (2014)
- Riley Lake Road Culvert, Town of Gravenhurst (2014)
- Traffic Signal Upgrades, MR 118 and Wellington Street, District Municipality of Muskoka (2014)
- York Street, Town of Bracebridge (2014)
- Beatrice Townline Bridge 2, Township of Muskoka Lakes (2015)
- Stanley Street Bridge, City of North Bay (2015)
- Third/Hammond Bridge, City of North Bay (2015)
- Stephenson Road 1 Bridge, Town of Bracebridge (2015)
- Muskoka Airport Runway 18/36, District Municipality of Muskoka (2015)
- Barkway Road Culvert, Town of Gravenhurst (2015)
- Wakefield and Dufferin Street, Town of Parry Sound (2015)
- William Street, Town of Parry Sound (2017)
- Emily Street, Town of Parry Sound (2018)
- Ecclestone Drive, District of Muskoka (2018)

Bill Van Ryn, P.Eng.
Executive Vice President

Qualifications

1989 Bachelor of Engineering (Civil)
 McMaster University
 Hamilton, ON

Professional Designations, Licences, Registrations

- Professional Engineers Ontario
- Designation as a Consulting Engineer

Professional Experience

1989 to present Tatham Engineering Limited
 Bracebridge, ON

- Prospect Street, Town of Parry Sound (2019)
- Waubeek Street, Town of Parry Sound (2020)

Wastewater Collection, Treatment & Disposal

- Orillia West Sewage Master Plan (1993)
- Eveleigh Road Leachate Collector, Township of Muskoka Lakes (2000)
- Muskoka Wharf, Town of Gravenhurst (2006)
- MacTier Sanitary Sewage Works, District Municipality of Muskoka (2007)
- Medora Septage Lagoons, District Municipality of Muskoka (2003)
- Muskoka Road 18 Sanitary Collection System, District Municipality of Muskoka (2007)
- Medora Leachate & Septage Lagoons, District Municipality of Muskoka (2008)
- Taylor Road Depressed Sanitary Sewer, District Municipality of Muskoka (2009)
- Huntsville I/I Study, District Municipality of Muskoka (2010)
- Franklin Septage Lagoon Facility Upgrades, District Municipality of Muskoka (2010)
- Dwight Septage Lagoon, District Municipality of Muskoka (2010)
- Muskoka Woods Sewage Lagoons, Township of Muskoka Lakes (2002)
- Norseman-Walker Lake Resort, Huntsville (2014)
- Church Street SPS, Town of Huntsville (2015)
- Beaumont SPS, District Municipality of Muskoka (2018)
- Camp Kandalore Septic Upgrades (2019)
- Hawthorne SPS, Town of Parry Sound (2020)
- Camp Onondaga Septic Upgrades (2020)
- Honey Harbour Public School Septic Upgrades, Trillium Lakes District School Board (2020)
- Camp Muskoka Septic Upgrades (2020)

Water Supply, Conservation & Distribution

- Lakeshore Area Water Works Project, Town of Innisfil (1996)
- Camp Ramah Water Supply, Township of Muskoka Lakes (2003)
- Nobel Transmission Main, Township of McDougall (2006)
- Nobel Water Transmission Main, Municipality of McDougall (2008)

- Caramat Water Treatment Plant, Municipality of Greenstone (2008)
- Lutterworth Pines, Township of Minden Hills (2010)
- Cedar Heights Standpipe & Booster Pumping Station, City of North Bay (2015)
- Cedar Heights Trunk Watermain and Reservoir, City of North Bay (2020)

Stormwater Management

- Rynard Farm SWM Facility, City of Orillia (1991)
- Champlain SWM Pond, City of Orillia (1993)

Floodplain Mapping

- Osler Bluff Road Creek headwaters, Town of Collingwood (1991)
- Hydrologic modelling of the Mad River headwaters, 7,485 hectares, and floodplain mapping 1,400 m of the river in the hamlet of Singhampton. (1991)

Road Needs Study

Project Director responsible for completing the Road Needs Study for the following:

- Township of Muskoka Lakes (2007, 2009, 2011, 2013, 2015, 2017, 2019)
- Township of Ryerson (2007)
- Municipality of Magnetawan (2008)
- Town of Bracebridge (2013)
- Town of Kearney (2015)

Land Development & Site Servicing

- West Ridge Residential, City of Orillia (1998)
- West Ridge Commercial, City of Orillia (1998)
- Settler's Ridge, Huntsville (2000)
- Greavette GM Dealership, Bracebridge (2002)
- Muskoka Commerce Park, Town of Huntsville (2003)
- Muskoka Wharf, Town of Gravenhurst (2006)
- Oak Bay Development. Township of Georgian Bay (2005 - present)
- Rec Centre & High School Complex, Town of Bracebridge (2007)
- Ferndale Road Storm Sewer, Township of Muskoka Lakes (2008)
- Gravenhurst Centennial Centre, Town of Gravenhurst (2012)
- Muskoka Woods Waterslide, Township of Muskoka Lakes (2014)
- SunPark Beaver Ridge Phase 4/5, Town of Gravenhurst (2014)
- New OSPCA Building, Town of Bracebridge

- Camp Oak A Lea, Upgrades (2019)
- Parry Sound Rsvation and Cultural Centre, Site Selection, Town of Parry Sound (2020)
- Huntsville Downs Development, Huntsville (2006)
- Horseshoe Highlands, Township of Oro-Medonte (1990)

Marine and Heavy Civil

- Skeleton, Adams, Appian Way Boat Ramps, Township of Muskoka Lakes (2008)
- Mary Lake Dam, Town of Huntsville (2009)
- Crane Lake Dam, The Archipelago (2010)
- Lake Opeongo Dam, Algonquin Park (2012)
- Windermere Shorewall, Muskoka Lakes (2013)
- James Bartleman Island Park, Locks and Docks, Port Carling
- Taylor Road Depressed Sanitary Sewer, District Municipality of Muskoka (2009)
- Bracebridge-Muskoka River 2013 Flood Damage Assessment, Town of Bracebridge
- Beaumaris Pier Evaluation, Township of Muskoka Lakes (2013)
- Bala Boat Launch and Dock Upgrades, Township of Muskoka Lakes (2013)
- Mathiasville Bridge Embankment Protection, Town of Bracebridge (2014)
- Foots Bay Pier Evaluation, Township of Muskoka Lakes (2017)
- Bracebridge-Muskoka River 2019 Flood Damage Assessment, Town of Bracebridge
- Town of Gravenhurst Boat Launch Evaluations (2020)
- Town of Parry Sound Docks Upgrades (2020)
- Honey Harbour Waterfront Upgrades, Township of Georgian Bay (2020)
- Bracebridge Boat Launch Improvements (2020)

Geographic Information Systems

- GIS base and hard copy zoning schedules for the Township of Muskoka Lakes. (2005)
- Expanding the District Municipality of Muskoka GIS to include the sanitary sewage collection and water distribution networks for the Towns of Bracebridge, Gravenhurst and Huntsville. (1999)

Parkland Development

- James Bartleman Island Park, Village of Port Carling (1999 to present)



APPENDIX C

SUPPLEMENTARY PROJECT EXPERIENCE



Envision-Tatham was retained by the City of Barrie to assist with streetscape design and graphic visualizations for the Dunlop St. Environmental Assessment (EA) in 2014. The EA concluded that Dunlop Street would be redeveloped as a 'flexible' street focused on 'pedestrian-first' principles to balance pedestrian, vehicular, business, event programming, and tourism needs.

In 2016, Envision-Tatham in partnership with Tatham Engineering, successfully advanced the streetscape design between High and Poyntz Streets, through a consensus building process with the City, BIA and the public. The resulting flexible streetscape blends pedestrian, retail, and parking boundaries to allow businesses to redefine the use and layout of the boulevards through the repositioning of bollards and other features. LID objectives were also incorporated by diverting road water into underground soil cells that support street trees in uncompacted soil, while cleansing and storing storm water.

Through spatial reorganization and the use of contemporary but historically respectful materials, the new Dunlop Street redefines Barrie's identity and transforms the downtown core into an engaging pedestrian-friendly destination that facilitates patios, outdoor retail, and events. With a total construction value of \$14M, construction was substantially completed in the fall of 2020.

LOCATION

Barrie, ON

SERVICES PROVIDED

- public engagement
- consensus building
- approvals
- concept design
- graphic visualization
- budgeting
- construction drawings
- specifications
- tender support
- construction review



Working closely with the Town of Penetanguishene, Envision-Tatham, in partnership with Tatham Engineering, facilitated a 3-year visioning process with staff, local businesses and the public to explore options to balance competing pedestrian, vehicular and servicing/utility interests for two key downtown streets: Main Street and Robert Street West.

As a result of critical underground infrastructure replacements, rehabilitation of these downtown corridors was necessary. Based on public input and objectives from long-standing tourism, economic development and downtown master plan studies, Envision-Tatham developed a streetscape design that transformed Penetanguishene's downtown and provided a stronger gateway into the community. Design highlights are as follows: Enhanced pedestrian environments, civic/cultural destinations, outdoor retail/patio opportunities, street trees and feature plantings, and the exploration of a highway commercial 'road diet' and a future flexible street/civic plaza in front of Town Hall.

Detailed design and tendering for the 1.2km Main Street were completed in 2017 with a total construction value of \$12M. Construction was completed in 2018.

LOCATION

Penetanguishene, ON

SERVICES PROVIDED

- public engagement
- consensus building
- approvals
- concept design
- graphic visualization
- budgeting
- construction drawings
- specifications



Envision-Tatham had the opportunity to work within its own community to re-vision and transform Collingwood's downtown retail core and Heritage Conservation District. Working collaboratively with the Town, BIA, and community stakeholders, a comprehensive streetscape and laneway improvements plan was prepared, with \$7.5M of the plan being implemented in 2011. The project provided the opportunity to update the downtown heritage atmosphere to support local businesses while implementing contemporary initiatives such as active transportation, complete streets, accessibility, and heritage conservation. Widening of the boulevard along Hurontario St. and the application of flexible street principles permitted the creation of a dynamic public environment that accommodates a variety of versatile outdoor retail uses while maintaining unobstructed pedestrian routes. Further to the successful preservation of the mature street trees, new trees were planted utilizing underground green infrastructure technology (Silva Cell). Design elements utilized on Hurontario St. were also incorporated throughout six other downtown streets within the Heritage Conservation District to create a defining and vibrant downtown environment unique to Collingwood.

LOCATION

Collingwood, ON

SERVICES PROVIDED

- public engagement
- consensus building
- approvals
- concept design
- graphic visualization
- budgeting
- construction drawings
- specifications
- tender support
- construction review



In collaboration with the Town of The Blue Mountains, Envision-Tatham guided and refined ideas expressed through a design charrette process to prepare the overall site concept for the Town Hall and surrounding parkland in Thornbury. The plan establishes a recognizable civic core by positioning the Town Hall prominently, unifying existing site features and parkland, and creating stronger connections to the Beaver River, adjacent trails, and the MNR fish ladder. Further to the site design, the concept also included design visioning for the future integration of an adjacent property acquired by the Town through a philanthropic donation. The first phase of the plan was realized in 2011 with the completion of the new LEED certified Town Hall. Envision-Tatham prepared the site design and construction documents for the implementation of the Town Hall public plaza, parking areas, streetscape and parkland interface. As a component of LEED certification, the design included water conservation, xeriscape planting, and support for alternate transportation modes. Future phases include the redevelopment of the riverside parkland, where a performance pavilion, amphitheater, artificial ice skating loop, water play, and market space are contemplated.

LOCATION

Thornbury, ON

SERVICES PROVIDED

- charrette facilitation
- concept design
- graphic visualization
- budgeting
- construction drawings
- specifications
- construction review



The Tremont Artisans Plaza is a unique example of the value of public space in a downtown core. Originally purchased by the Town of Collingwood for parking, this site was given the opportunity to become a beloved place in Collingwood's downtown heritage district as a result of the Tremont Hotel's restoration by a local visionary developer. Envision-Tatham was retained by the Town to design a small public plaza as a complement to both the Tremont and the adjacent Collingwood Public Library. With the Tremont's focus on providing studios and residences for artists, the site has quickly been integrated into the arts community as an artisans market and events space. The main plaza was also serviced and designed to receive a future commissioned public art piece. The Tremont Artisan's Plaza has become an important place in Collingwood's growing arts district and serves as a reminder of the unrealized community potential of surplus parking areas.

LOCATION

Collingwood, ON

SERVICES PROVIDED

- site planning
- concept design
- budgeting
- construction drawings
- specifications
- construction review



Working closely with Town staff and the local community, Envision-Tatham had the opportunity to re-vision and transform the Richvale Athletic Fields in Richmond Hill. Located in the heart of the Richvale community, this 7.2 ha community park serves as an active recreational amenity for local residents and the adjacent Catholic School and is home to the Richvale Athletic Community Aquatic Centre. Through this \$2M park renewal project, we were able to resolve pedestrian and vehicular connectivity and safety issues (access, trails, lighting, and parking), integrate active recreational lands with the adjacent Patterson Creek river valley, enhance the existing soccer and baseball facilities, and provide storm water management within the park. The design also provided thematic playground amenities around the Recreation Centre including an outdoor water splash feature and recycling system, as well as tot, junior, senior and adventure playgrounds. Of particular note, the diligent approach taken through the design of the water recycling system has become a municipal standard with respect to addressing potential health and safety risks related to water play features. Implementation and construction of the park improvements was completed in the fall of 2010.

LOCATION

Richmond Hill, ON

SERVICES PROVIDED

- public engagement
- consensus building
- approvals
- arboriculture assessment
- concept design
- graphic visualization
- budgeting
- construction drawings
- specifications
- tender support
- construction review