



The Corporation of The Township of Bonfield

AGENDA FOR COUNCIL MEETING TO BE HELD May 14th, 2024 AT 7:00 P.M.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Adoption of previous minutes**
 - a. Regular Meeting of Council: April 30, 2024
5. **Presentations and Delegations:**
 - a. Bonfield Seniors Housing – Update on Project
 - b. NBMCA – Final Inventory of Programs and Services
6. **Staff Reports**
 - a. Report from CAO – Intact Risk Report April 24, 2024
 - b. Report from CAO & CBO – Building User Fees and By-law
 - c. Report from CAO – Donations 2024
7. **Adoption of Committee Minutes/ Motions**
 - a. **Corporate Services Committee:** May 2, 2024
 - b. **Emergency Services Committee:** No Minutes for this session
 - c. **Planning Advisory Committee:** No Minutes for this session
 - d. **Recreation Committee:** May 6, 2024
 - e. **Police Services Board:** No Minutes for this session
8. **Items for Council Discussion:**
 - a. Dave & Nancy Humphries – Request to Waive Fees for Re-zoning Change
9. **Resolutions to be Considered for Adoption**
 - a. Municipality of Huron Shores – Urging the Government to Promptly Resume Assessment Cycle
 - b. FONOM – Declaration of Hope Day
 - c. Town of Goderich – Phase-Out of Water Well Testing
 - d. City of Peterborough – Ombudsman Letter
10. **Correspondence**
 - a. Library Minutes – May 6, 2024
 - b. Loyalist Township – Accessible Ontario by 2025
 - c. Loyalist Township – Public Health Ontario Labs
 - d. Municipality of Trent Hills - Funding Social Services
 - e. Town of Bracebridge - Request to the Province for New Provincial Municipal Fiscal Framework

Small Community, Big Heart



- f. Town of Smith Falls - Basic Income Guarantee
- g. Letter from S. Featherstone and J. Corbett – Cornhole Tournament Fundraiser

11. **Closed Session** – None for this session

12. **Confirmatory By-Law**

- a. Resolution to adopt By-law No. 2024-36

13. **Adjournment**



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
REGULAR MEETING OF COUNCIL
April 30th, 2024

PRESENT: Jason Corbett , Chair Donna Clark
 Steve Featherstone Dan MacInnis

ABSENT: Narry Paquette

STAFF PRESENT: Andrée Gagné, Deputy Clerk
 Ann Carr, Planning Administrator
 Allan Reid, CEMC
 Kelly Serson, Fire Chief
 Nicky Kunkel, CAO/ Clerk Treasurer

1. Call to Order

Motion 1

Moved by Councillor Featherstone
THAT this meeting be opened at 7:00 p.m.

Seconded by Councillor Clark

Carried Jason Corbett

2. Adoption of Agenda

Motion 2

Moved by Councillor Featherstone
THAT the agenda presented to Council and dated the 30th day of April 2024, be adopted as prepared.

Seconded by Councillor MacInnis

Carried Jason Corbett

3. Disclosure of Pecuniary Interest: None for this session

4. Adoption of Previous Minutes

Motion 3

Moved by Councillor Featherstone
THAT the Minutes of the Regular Council Meeting of April 9th be adopted as circulated.

Seconded by Councillor Clark

Carried Jason Corbett

5. Presentation & Delegations

Public Meeting regarding User Fees By-laws

Leann Smith Chadbourn spoke to Council regarding the new by-law being introduced regarding building fees. She asked Council to reconsider the proposed fees as it would create a financial burden on young families hoping to build in the Township. She also suggested that the new fees be compared to surrounding municipalities

8.k Resolution for first and second reading of By-law 2024-32 – Appointment of a CBO

Motion 19

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council for the Township of Bonfield hereby adopts By-law 2024-32, being a by-law to appoint a Chief Building Official, Township of Bonfield, as presented and is considered read three times and passed this 30th day of April 2024.

Carried Jason Corbett

8.l Resolution for first and second reading of By-law 2024-34 – To Appoint a Property Standards Officer

Motion 20

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT the Council for the Township of Bonfield hereby adopts By-law 2024-34, being a by-law to appoint a Property Standards Officer for the Township of Bonfield, as presented and is considered read three times and passed this 30th day of April 2024.

Carried Jason Corbett

8.m Resolution for first and second reading of By-law 2024-35 – To Appoint a By-Law Enforcement Officer.

Motion 21

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council for the Township of Bonfield hereby adopts By-law 2024-35, being a by-law to appoint a By-Law Enforcement Officer for the Township of Bonfield, as presented and is considered read three times and passed this 30th day of April 2024.

Carried Jason Corbett

8.n Request form Debra Helm – Waiving of Fees for Rink Rental on Community Day

Motion 22

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS the first Saturday of June in each year has been declared as “Community Day” in the Township of Bonfield; AND WHEREAS members of the community would like to set up tables at the outdoor rink for a “Farmer’s Market”; THEREFORE the Council for the Township of Bonfield hereby agrees to waive rental fees for the outdoor rink on Community Day, unless already reserved.

Carried Jason Corbett

9. Resolutions to be Considered for Adoption

9.a Township of Clearview Endorsement of Bill C-63 in the House of Commons

Motion 23

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council for the Township of Bonfield endorses the passing of Bill C-63 in the House of Commons and the establishment of a “digital safety commission” and nomination of an “independent” Ombudsperson.

Carried Jason Corbett

Financial and Operational Update

Presented to Township of Bonfield

Prepared by: Community Non-Profit Seniors
Housing Bonfield

May 14, 2024

Page 2 - Background information

Page 3 - Cash flow projections (2024-2029)

Page 9 - Data to support projections

Background:

As a non-profit organization, we need to at a minimum break even. Ideally, we would be setting aside funds in a reserve for future capital repairs, however, at this time, it is not economically feasible.

Interest costs came in much higher than anticipated. When the project was planned, interest costs were expected to be in the 2%-3% range. Due to delays beyond our control, we are paying 8.2% (prime rate plus 1%) interest during the construction phase.

Construction was delayed due to septic system delays and planning delays which were beyond anyone's control. As a result, the project was delayed, which created a longer construction period and higher interest payments – as the construction loan was negotiated at prime rate.

Initial forecasted operating costs were significantly underestimated or not included therefore we are now using actual costs which has provided a better estimate of the financial situation. As mentioned above, we need to set rents in order to cover our operating and mortgage costs.

Currently, we have an offer of an interest rate on the mortgage will be 6.04%, 3 years interest only, and an amortization period of 50 years. The Caisse is open to negotiations to have shorter loan period so we can take advantage of rate reductions. We have taken this into consideration and have set rental rates based on a 5% interest rate.

Facts/Assumptions:

- Mortgage – 6.04%, 5-year term, 50-year amortization, 3 years interest only
- Property management fees – Descon agreed to waive for 1 year, reduce to 3% of projected rents afterwards (6% was the initially agreed upon rate)
- Property taxes – forgiven by the Township
- Common area utilities – based on the average monthly invoice for phase 1, multiplied by 2 (slight reduction as there is no common area in phase 2) – see invoice attached
- Exterior maintenance – see quote attached
- Septic maintenance – see quote attached
- Building superintendent – verbally agreed upon between Holly Schultz at Descon and the current superintendent, fees would remain at \$300 per month
- Garbage pickup – see quote attached
- Miscellaneous maintenance items – nominal amount is first year (cleaning supplies for common room) as the building is under warranty
- Water testing – see quote attached
- Insurance – see quote attached
- Legal fees – see quote attached
- Quickbooks Online – see quote attached
- Accounting fees – based on verbal amounts quoted, working on obtaining a quote
- Bank charges – based on industry norms for non-profit organizations

Phase I - One Bedroom Rental Rate	1,220.00	1,220.00	1,220.00	1,220.00	1,220.00	1,450.00	1,450.00	1,450.00	1,450.00
Phase I - Two Bedroom Rental Rate	1,420.00	1,420.00	1,420.00	1,420.00	1,420.00	1,650.00	1,650.00	1,650.00	1,650.00
Phase 2 - One Bedroom Rental Rate	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00
Phase 2 - Two Bedroom Rental Rate	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00

	2024								
	April	May	June	July	August	September	October	November	December
Rent - Phase 1 1 bedroom	\$ 4,880.00	\$ 4,880.00	\$ 4,880.00	\$ 4,880.00	\$ 4,880.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00
Rent - Phase 1 2 bedroom	\$ 8,520.00	\$ 8,520.00	\$ 8,520.00	\$ 8,520.00	\$ 8,520.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00
Rent - Phase 2 1 bedroom	\$ -	\$ -	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00
Rent - Phase 2 2 bedroom	\$ -	\$ -	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00
Less - vacancy - assume 1 unit			-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00
Total rental income	\$ 13,400.00	\$ 13,400.00	\$ 27,650.00	\$ 27,650.00	\$ 27,650.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00
New tenant process fees									
Property management fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 350.00	\$ 350.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 650.00
Exterior maintenance snow / landscaping	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Septic maintenance	\$ 218.00	\$ 218.00	\$ 411.00	\$ 411.00	\$ 411.00	\$ 411.00	\$ 411.00	\$ 411.00	\$ 411.00
Building superintendant	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Garbage pickup	\$ 226.00	\$ 226.00	\$ 396.00	\$ 396.00	\$ 396.00	\$ 396.00	\$ 396.00	\$ 396.00	\$ 396.00
Miscellaneous maintenance items	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water testing	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00
Insurance	\$ 445.00	\$ 445.00	\$ 624.00	\$ 624.00	\$ 624.00	\$ 624.00	\$ 624.00	\$ 624.00	\$ 624.00
Legal fees	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
QBO	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00
Accounting fees	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00	\$ 565.00
Bank charges	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
Total operating expenses	\$ 2,814.00	\$ 2,814.00	\$ 3,656.00	\$ 3,656.00	\$ 4,056.00	\$ 4,056.00	\$ 4,056.00	\$ 4,056.00	\$ 4,056.00
Net operating income	\$ 10,586.00	\$ 10,586.00	\$ 23,994.00	\$ 23,994.00	\$ 23,594.00	\$ 25,894.00	\$ 25,894.00	\$ 25,894.00	\$ 25,894.00
Interest - 5.00% - based on 6.1M loan	\$ 34,000.00	\$ 36,000.00	\$ 38,000.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00
Total cash after loan payment	-\$ 23,414.00	-\$ 25,414.00	-\$ 14,006.00	-\$ 1,806.00	-\$ 2,206.00	\$ 94.00	\$ 94.00	\$ 94.00	\$ 94.00
Starting Cash	\$ -	\$ 137,986.00	\$ 112,572.00	\$ 98,566.00	\$ 96,760.00	\$ 94,554.00	\$ 94,648.00	\$ 94,742.00	\$ 94,836.00
Owing to tenants	-\$ 13,600.00								
Owing to funders	-\$ 75,000.00								
Cash injection - additional loan	\$ 250,000.00								
Ending Cash	\$ 137,986.00	\$ 112,572.00	\$ 98,566.00	\$ 96,760.00	\$ 94,554.00	\$ 94,648.00	\$ 94,742.00	\$ 94,836.00	\$ 94,930.00

Phase I - One Bedroom Rental Rate	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,493.50	1,493.50	1,493.50	1,493.50
Phase I - Two Bedroom Rental Rate	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,699.50	1,699.50	1,699.50	1,699.50
Phase 2 - One Bedroom Rental Rate	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,450.00	1,493.50	1,493.50	1,493.50	1,493.50
Phase 2 - Two Bedroom Rental Rate	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,650.00	1,699.50	1,699.50	1,699.50	1,699.50

	2025											
	January	February	March	April	May	June	July	August	September	October	November	December
Rent - Phase 1 1 bedroom	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00
Rent - Phase 1 2 bedroom	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 9,900.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00
Rent - Phase 2 1 bedroom	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50
Rent - Phase 2 2 bedroom	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,550.00	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50
Less - vacancy - assume 1 unit	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,650.00	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50
Total rental income	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 29,950.00	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50

New tenant process fees												
Property management fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 948.00	\$ 948.00	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50	\$ 669.50
Exterior maintenance snow / landscaping	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00
Septic maintenance	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33	\$ 423.33
Building superintendent	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00	\$ 309.00
Garbage pickup	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88	\$ 407.88
Miscellaneous maintenance items	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Water testing	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95
Insurance	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72	\$ 642.72
Legal fees	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50	\$ 51.50
QBO	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10	\$ 72.10
Accounting fees	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95	\$ 581.95
Bank charges	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75	\$ 25.75
Total operating expenses	\$ 4,427.68	\$ 4,427.68	\$ 4,427.68	\$ 4,427.68	\$ 4,427.68	\$ 4,427.68	\$ 5,375.68	\$ 5,375.68	\$ 5,404.12	\$ 5,404.12	\$ 5,404.12	\$ 5,404.12

Net operating income	\$ 25,522.32	\$ 25,522.32	\$ 25,522.32	\$ 25,522.32	\$ 25,522.32	\$ 25,522.32	\$ 24,574.32	\$ 24,574.32	\$ 25,444.38	\$ 25,444.38	\$ 25,444.38	\$ 25,444.38
Interest - 5.00% - based on 6.1M loan	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00
Total cash after loan payment	-\$ 277.68	-\$ 277.68	-\$ 277.68	-\$ 277.68	-\$ 277.68	-\$ 277.68	-\$ 1,225.68	-\$ 1,225.68	-\$ 355.62	-\$ 355.62	-\$ 355.62	-\$ 355.62

Starting Cash	\$ 94,930.00	\$ 94,652.32	\$ 94,374.64	\$ 94,096.96	\$ 93,819.28	\$ 93,541.60	\$ 93,263.92	\$ 92,038.24	\$ 90,812.56	\$ 90,456.94	\$ 90,101.32	\$ 89,745.70
Owing to tenants												
Owing to funders												
Cash injection - additional loan												
Ending Cash	\$ 94,652.32	\$ 94,374.64	\$ 94,096.96	\$ 93,819.28	\$ 93,541.60	\$ 93,263.92	\$ 92,038.24	\$ 90,812.56	\$ 90,456.94	\$ 90,101.32	\$ 89,745.70	\$ 89,390.08

Phase I - One Bedroom Rental Rate	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,538.31	1,538.31	1,538.31	1,538.31
Phase I - Two Bedroom Rental Rate	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,750.49	1,750.49	1,750.49	1,750.49
Phase 2 - One Bedroom Rental Rate	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,493.50	1,538.31	1,538.31	1,538.31	1,538.31
Phase 2 - Two Bedroom Rental Rate	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,699.50	1,750.49	1,750.49	1,750.49	1,750.49

	2026											
	January	February	March	April	May	June	July	August	September	October	November	December
Rent - Phase 1 1 bedroom	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 5,974.00	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22
Rent - Phase 1 2 bedroom	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,197.00	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91
Rent - Phase 2 1 bedroom	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,480.50	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92
Rent - Phase 2 2 bedroom	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 11,896.50	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40
Less - vacancy - assume 1 unit	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,699.50	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49
Total rental income	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 30,848.50	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96
New tenant process fees												
Property management fees	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44	\$ 976.44	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59	\$ 689.59
Exterior maintenance snow / landscaping	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36	\$ 424.36
Septic maintenance	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03	\$ 436.03
Building superintendent	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
Garbage pickup	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12	\$ 420.12
Miscellaneous maintenance items	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50	\$ 257.50
Water testing	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41
Insurance	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00	\$ 662.00
Legal fees	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05	\$ 53.05
QBO	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26	\$ 74.26
Accounting fees	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41	\$ 599.41
Bank charges	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52	\$ 26.52
Total operating expenses	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,536.95	\$ 5,566.24	\$ 5,566.24	\$ 5,566.24	\$ 5,566.24
Net operating income	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 25,311.55	\$ 26,207.71	\$ 26,207.71	\$ 26,207.71	\$ 26,207.71
Interest - 5.00% - based on 6.1M loan	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00
Total cash after loan payment	-\$ 488.45	-\$ 488.45	-\$ 488.45	-\$ 488.45	-\$ 488.45	-\$ 488.45	-\$ 488.45	-\$ 488.45	\$ 407.71	\$ 407.71	\$ 407.71	\$ 407.71
Starting Cash	\$ 89,390.08	\$ 88,901.63	\$ 88,413.18	\$ 87,924.73	\$ 87,436.28	\$ 86,947.83	\$ 86,459.38	\$ 85,970.93	\$ 85,482.48	\$ 85,890.19	\$ 86,297.90	\$ 86,705.61
Owing to tenants												
Owing to funders												
Cash injection - additional loan												
Ending Cash	\$ 88,901.63	\$ 88,413.18	\$ 87,924.73	\$ 87,436.28	\$ 86,947.83	\$ 86,459.38	\$ 85,970.93	\$ 85,482.48	\$ 85,890.19	\$ 86,297.90	\$ 86,705.61	\$ 87,113.32

Phase 1 - One Bedroom Rental Rate	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,584.45	1,584.45	1,584.45	1,584.45
Phase 1 - Two Bedroom Rental Rate	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,803.00	1,803.00	1,803.00	1,803.00
Phase 2 - One Bedroom Rental Rate	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,538.31	1,584.45	1,584.45	1,584.45	1,584.45
Phase 2 - Two Bedroom Rental Rate	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,750.49	1,803.00	1,803.00	1,803.00	1,803.00

	2027											
	January	February	March	April	May	June	July	August	September	October	November	December

Rent - Phase 1 1 bedroom	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,153.22	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82
Rent - Phase 1 2 bedroom	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,502.91	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00
Rent - Phase 2 1 bedroom	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,614.92	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36
Rent - Phase 2 2 bedroom	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,253.40	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00
Less - vacancy - assume 1 unit	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,750.49	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00
Total rental income	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 31,773.96	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17

New tenant process fees												
Property management fees	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,005.73	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27	\$ 710.27
Exterior maintenance snow / landscaping	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09	\$ 437.09
Septic maintenance	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11	\$ 449.11
Building superintendent	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82	\$ 327.82
Garbage pickup	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72	\$ 432.72
Miscellaneous maintenance items	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23	\$ 265.23
Water testing	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39
Insurance	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86	\$ 681.86
Legal fees	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64	\$ 54.64
QBO	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49	\$ 76.49
Accounting fees	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39	\$ 617.39
Bank charges	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32	\$ 27.32
Total operating expenses	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,703.06	\$ 5,733.23	\$ 5,733.23	\$ 5,733.23	\$ 5,733.23

Net operating income	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,070.90	\$ 26,993.94	\$ 26,993.94	\$ 26,993.94	\$ 26,993.94
Interest/Capital - 5.00% - based on 6.1M loan	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 25,800.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00
Total cash after loan payment	\$ 270.90	\$ 270.90	\$ 270.90	\$ 270.90	\$ 270.90	\$ 270.90	\$ 270.90	-\$ 2,516.10	-\$ 2,516.10	-\$ 1,593.06	-\$ 1,593.06	-\$ 1,593.06

Starting Cash	\$ 87,113.32	\$ 87,384.22	\$ 87,655.11	\$ 87,926.01	\$ 88,196.91	\$ 88,467.80	\$ 88,738.70	\$ 86,222.60	\$ 83,706.49	\$ 82,113.43	\$ 80,520.38	\$ 78,927.32
Owing to tenants												
Owing to funders												
Cash injection - additional loan												
Ending Cash	\$ 87,384.22	\$ 87,655.11	\$ 87,926.01	\$ 88,196.91	\$ 88,467.80	\$ 88,738.70	\$ 86,222.60	\$ 83,706.49	\$ 82,113.43	\$ 80,520.38	\$ 78,927.32	\$ 77,334.26

Phase 1 - One Bedroom Rental Rate	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,631.99	1,631.99	1,631.99	1,631.99
Phase 1 - Two Bedroom Rental Rate	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,857.09	1,857.09	1,857.09	1,857.09
Phase 2 - One Bedroom Rental Rate	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,584.45	1,631.99	1,631.99	1,631.99	1,631.99
Phase 2 - Two Bedroom Rental Rate	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,803.00	1,857.09	1,857.09	1,857.09	1,857.09

	2028											
	January	February	March	April	May	June	July	August	September	October	November	December

Rent - Phase 1 1 bedroom	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,337.82	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95
Rent - Phase 1 2 bedroom	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 10,818.00	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54
Rent - Phase 2 1 bedroom	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,753.36	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96
Rent - Phase 2 2 bedroom	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,621.00	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63
Less - vacancy - assume 1 unit	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,803.00	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09
Total rental income	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 32,727.17	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99

New tenant process fees													
Property management fees	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,035.91	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58	\$ 731.58
Exterior maintenance snow / landscaping	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20	\$ 450.20
Septic maintenance	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58	\$ 462.58
Building superintendent	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65	\$ 337.65
Garbage pickup	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70	\$ 445.70
Miscellaneous maintenance items	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18	\$ 273.18
Water testing	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91
Insurance	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32	\$ 702.32
Legal fees	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28	\$ 56.28
QBO	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79	\$ 78.79
Accounting fees	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91	\$ 635.91
Bank charges	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14	\$ 28.14

Total operating expenses	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,874.15	\$ 5,905.23	\$ 5,905.23	\$ 5,905.23	\$ 5,905.23
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Net operating income	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 26,853.02	\$ 27,803.76	\$ 27,803.76	\$ 27,803.76	\$ 27,803.76
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Interest/Capital - 5.00% - based on 6.1M loan	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00
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Total cash after loan payment	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 1,733.98	-\$ 783.24	-\$ 783.24	-\$ 783.24	-\$ 783.24
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Starting Cash	\$ 77,334.26	\$ 75,600.29	\$ 73,866.31	\$ 72,132.33	\$ 70,398.35	\$ 68,664.38	\$ 66,930.40	\$ 65,196.42	\$ 63,462.45	\$ 62,679.21	\$ 61,895.97	\$ 61,112.73	\$ 61,112.73
Owing to tenants													
Owing to funders													
Cash injection - additional loan													
Ending Cash	\$ 75,600.29	\$ 73,866.31	\$ 72,132.33	\$ 70,398.35	\$ 68,664.38	\$ 66,930.40	\$ 65,196.42	\$ 63,462.45	\$ 62,679.21	\$ 61,895.97	\$ 61,112.73	\$ 60,329.49	\$ 60,329.49

Phase I - One Bedroom Rental Rate	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,680.95	1,680.95	1,680.95	1,680.95
Phase I - Two Bedroom Rental Rate	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,912.80	1,912.80	1,912.80	1,912.80
Phase 2 - One Bedroom Rental Rate	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,631.99	1,680.95	1,680.95	1,680.95	1,680.95
Phase 2 - Two Bedroom Rental Rate	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,857.09	1,912.80	1,912.80	1,912.80	1,912.80

	2029											
	January	February	March	April	May	June	July	August	September	October	November	December
Rent - Phase 1 1 bedroom	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,527.95	\$ 6,723.79	\$ 6,723.79	\$ 6,723.79	\$ 6,723.79
Rent - Phase 1 2 bedroom	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,142.54	\$ 11,476.81	\$ 11,476.81	\$ 11,476.81	\$ 11,476.81
Rent - Phase 2 1 bedroom	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 4,895.96	\$ 5,042.84	\$ 5,042.84	\$ 5,042.84	\$ 5,042.84
Rent - Phase 2 2 bedroom	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 12,999.63	\$ 13,389.62	\$ 13,389.62	\$ 13,389.62	\$ 13,389.62
Less - vacancy - assume 1 unit	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,857.09	-\$ 1,912.80	-\$ 1,912.80	-\$ 1,912.80	-\$ 1,912.80
Total rental income	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 33,708.99	\$ 34,720.26	\$ 34,720.26	\$ 34,720.26	\$ 34,720.26
New tenant process fees												
Property management fees	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,066.98	\$ 1,098.99	\$ 1,098.99	\$ 1,098.99	\$ 1,098.99
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area utilities	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53	\$ 753.53
Exterior maintenance snow / landscaping	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71	\$ 463.71
Septic maintenance	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46	\$ 476.46
Building superintendent	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78	\$ 347.78
Garbage pickup	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07	\$ 459.07
Miscellaneous maintenance items	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38	\$ 281.38
Water testing	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99
Insurance	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39	\$ 723.39
Legal fees	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96	\$ 57.96
QBO	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15	\$ 81.15
Accounting fees	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99	\$ 654.99
Bank charges	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98	\$ 28.98
Total operating expenses	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,050.38	\$ 6,082.38	\$ 6,082.38	\$ 6,082.38	\$ 6,082.38
Net operating income	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 27,658.61	\$ 28,637.87	\$ 28,637.87	\$ 28,637.87	\$ 28,637.87
Interest/Capital - 5.00% - based on 6.1M loan	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00	\$ 28,587.00
Total cash after loan payment	-\$ 928.39	-\$ 928.39	-\$ 928.39	-\$ 928.39	-\$ 928.39	-\$ 928.39	-\$ 928.39	-\$ 928.39	\$ 50.87	\$ 50.87	\$ 50.87	\$ 50.87
Starting Cash	\$ 60,329.49	\$ 59,401.10	\$ 58,472.72	\$ 57,544.33	\$ 56,615.94	\$ 55,687.56	\$ 54,759.17	\$ 53,830.79	\$ 52,902.40	\$ 52,953.27	\$ 53,004.15	\$ 53,055.02
Owing to tenants												
Owing to funders												
Cash injection - additional loan												
Ending Cash	\$ 59,401.10	\$ 58,472.72	\$ 57,544.33	\$ 56,615.94	\$ 55,687.56	\$ 54,759.17	\$ 53,830.79	\$ 52,902.40	\$ 52,953.27	\$ 53,004.15	\$ 53,055.02	\$ 53,105.89

Your account number is:

This statement is issued on: **March 18, 2024**

Your Electricity Statement

For the period of: **February 8, 2024 - March 11, 2024**


What do I owe?

\$304.⁸⁴

See reverse for a summary of your charges

How much did I use?

You powered your business with



1,315 kWh

of electricity this period

When is it due?

Apr 7,
2024

What does my electricity usage look like?





Your average daily usage has **decreased by 10%** compared to the previous period.

Find out more by logging into **myAccount** at www.HydroOne.com

0 kWh	1322 kWh	1315 kWh
Same period last year (0 days)	Previous period (29 days)	Current month (32 days)

What do I need to know?

Learn about our programs to help you save money and energy at home and at work. Go to www.HydroOne.com/saving-money-and-energy.

-  For billing, quick answers and much more, visit www.HydroOne.com
-  For emergencies or reporting outages **1-800-434-1235** (24 hrs)
-  For service inquiries and payment **1-888-664-9376** Mon to Fri 7:30 a.m. - 8 p.m.
-  Hydro One Networks Inc. PO Box 5700 Markham, ON L3R 1C8

Please return this slip with your payment.

Your account number:



Total amount you owe **\$304.84**

Amount enclosed

\$

COMMUNITY NON-PROFIT SENIORS HOUSING BON
PO BOX 315
BONFIELD ON P0H 1E0

HYDRO ONE NETWORKS INC.
PO BOX 4102 STN A
TORONTO ON M5W 3L3



DESCON
MANAGEMENT GROUP

Quotation

350 Kirkpatrick St
North Bay, ON, P1B8G5
Phone (705) 472-8749 Fax (705) 472-6214

CUSTOMER: Community Non-Profit Seniors Housing Bonfield 110-112 Eric Street Bonfield, ON	DATE: April 30, 2024
	QUOTATION #: 0430-2
	QUOTE VALID FOR: 30 Days
	PREPARED BY: HS

QTY	DESCRIPTION	EACH	EXT'D
5	To provide monthly snow plowing services for 110-112 Eric Street in Bonfield (November 2024 to March 2025) Monthly Rate (\$850/mo)	\$850.00	\$4,250.00
SUBTOTAL			\$4,250.00
HST			\$552.50
TOTAL			\$4,802.50

Jessica Dion

From: john@descongroup.com
Sent: May 7, 2024 3:14 PM
To: Jessica Dion
Cc: 'Lise Allard'; 'David Butler'; keith.harriman@harrimanplanning.com
Subject: RE: Current Finance Negotiations

Hi Jess,

According to Holly, the onsite superintendent Andre has agreed to do the lawn maintenance for the prescribed supervisor fees included in the spreadsheet, we only have to provide equipment and fuel which we have included in the first year snow/lawn costs. Descon is providing leaf blower and wiper snipper from our inventory and we are currently sourcing out a riding mower.

We will revisit after first year to determine if extra time and fuel needs to be compensated for.

Regards,

John Demeis
Descon Management Group Ltd.
350 Kirkpatrick St.
North Bay, ON, P1B8G5
PH: 705-472-8749 x711
FX: 705-472-6214

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From: Jessica Dion <jedion@bakertilly.ca>
Sent: Tuesday, May 7, 2024 1:36 PM
To: john@descongroup.com
Cc: 'Lise Allard' <lise.f.allard@acpol.com>; 'David Butler' <davidtbutler@outlook.com>; keith.harriman@harrimanplanning.com
Subject: RE: Current Finance Negotiations

Morning John,

Thanks for the information.

One question, what are the anticipated costs summer lawn mowing?

Jess

Jessica Dion, CPA, CA
Partner / Associée
Baker Tilly SNT LLP/s.r.l.

john@descongroup.com

Subject: FW: Waterloo Biofilter - Bonfield Seniors Complex

From: service <service@waterloo-biofilter.com>
Sent: Wednesday, April 24, 2024 10:16 AM
To: holly@descongroup.com
Subject: RE: Waterloo Biofilter - Bonfield Seniors Complex

Hi Holly,

Per your contracts, the rates are as follows:

Original System: \$1,155.58 + HST semi-annually
Additional System: \$1,026.87 + HST semi-annually

Total for both systems for the entire year:
 $\$1155.58(+HST) \times 2 + \$1026.87(+HST) \times 2 = \$4,932.34$

I hope this is what you were looking for.

Warm regard,

Dana Jagt
Operations and Maintenance Team



Waterloo Biofilter Systems Inc.

65 Massey Road, Suite C
Guelph, ON N1H 7M6

Office: 519-856-0757 opt. 1

Fax: 519-856-0759

www.waterloo-biofilter.com

Is Yours a Waterloo?

Connect with us:



Notice:

This electronic transmission and any accompanying attachments are provided for convenience only, and should be considered privileged and confidential. Waterloo Biofilter Systems Inc. assumes no liability or responsibility for the data supplied in this transmission, and the accuracy and completeness of data herein is the full responsibility of the user. Furthermore, the content in

john@descongroup.com

From: holly@descongroup.com
Sent: Tuesday, April 23, 2024 3:10 PM
To: john@descongroup.com
Subject: FW: Garbage pick up cost

From: Patricia Bainbridge <patriciasmith.4@hotmail.com>
Sent: Tuesday, April 23, 2024 3:07 PM
To: holly@descongroup.com
Subject: Garbage pick up cost

Hello,

The price for phase 1 of garbage pick up is \$200 plus tax, equalling \$226 per month.

For phase 2, the price will be \$350 plus tax, equalling \$395.50 per month.

I hope this is helpful.

Thank you,
Patricia Bainbridge

Get [Outlook for Android](#)



DESCON
MANAGEMENT GROUP

Quotation

350 Kirkpatrick St
North Bay, ON, P1B8G5
Phone (705) 472-8749 Fax (705) 472-6214

CUSTOMER: Community Non-Profit Seniors Housing Bonfield 110-112 Eric Street Bonfield, ON	DATE: April 30, 2024 QUOTATION #: 0430-1 QUOTE VALID FOR: 30 Days PREPARED BY: HS
--	--

QTY	DESCRIPTION	EACH	EXT'D
12	To provide monthly water testing services for 110-112 Eric Street in Bonfield Monthly Rate (\$500/mo)	\$500.00	\$6,000.00
SUBTOTAL			\$6,000.00
HST			\$780.00
TOTAL			\$6,780.00

john@descongroup.com

Subject: FW: New building quote

From: Steven Johnson <steven_johnson@cooperators.ca>

Sent: Friday, April 26, 2024 10:40 AM

To: john@descongroup.com

Cc: holly@descongroup.com

Subject: RE: New building quote

Good Morning

The renewal is coming due soon July 2nd so we will have the renewal rates shortly, however with our non profit insurance we do have a rate protection in place so there should be little change on renewal

Currently the annual premium for both locations will be \$6936 plus tax for a total of 7490.88 so slightly less than I anticipated as I did not have to adjust the liability premiums.

Let me know if you need anything else and I have everything ready for the 1st. We would just need some photos of the outside and inside as well confirm that the rental income limit is sufficient at \$168,000 for 12 months

Have a great weekend



Steve Johnson, CFP®. CLU®. CHS™ | Financial Planner/Owner
Steve Johnson Insurance and Financial Services Inc | Co-operators
326 Airport Rd, North Bay, ON, P1B8W9
Tel: 705/474-5900 | Toll Free: 1-800-454-5902



March 18, 2024

VIA EMAIL – lise.f.allard@acpol.com

Community Non-Profit
Senior Housing Bonfield

Dear Lise,

RE: 2023 Ontario Annual Information Returns

We write to you today with respect to the 2023 Ontario Annual Information Returns that are required to be filed with the Ontario government.

Our office is able to prepare and file these on behalf of your corporation. If you wish for us to prepare and file these on your behalf, please contact Madison Thorpe via phone or e-mail at 705-478-1293 and madison@thomasdavislaw.ca.

The fee for filing and preparing the Ontario Annual Information Return is \$350.00 plus HST.

In order to file the information return and prepare it on your behalf we will require your Ontario Co key number and your One Key ID. If you do not have those, we can apply for those on your behalf.

Please let us know at your earliest convenience.

Yours very truly,

Thomas Davis Law
Per:



Thomas J. Davis
TJD:mt
tjd@thomasdavislaw.ca

Barristers, Solicitors & Notary Public

Create an Intuit Account

One account connected to everything Intuit,
including QuickBooks.
Already have an account? [Sign In](#)

Your Plan

You're saving \$216.00 🎉

Essentials Edit	\$48.00 \$12.00/mo
75% off for 6 months	

Today's total	\$48.00 \$12.00
	Taxes not included

You can cancel or switch plans at any time

Andrée Gagné

From: Chithra Gowda <Chithra.Gowda@nbmca.ca>
Sent: April 29, 2024 9:09 PM
To: 'john.severino@northbay.ca'; Margaret Karpenko; Ashley Bilodeau; Cindy Pigeau; Jason Trottier; Allison Quinn; Nicky Kunkel; CAO; 'Jason McMartin'; Paul Laperriere; 'admin@mattawan.ca'; Jenny Leblond
Cc: 'Shelley Belanger'
Subject: NBMCA Final Inventory of Programs and Services April 2024
Attachments: NBMCA Letter to Municipalities re Final Version of Inventory April 29 2024.pdf

Good evening,

As required under the Conservation Authorities Act, the North Bay-Mattawa Conservation Authority (NBMCA) is providing a copy of the final version of NBMCA's Inventory of Programs and Services, attached here. As a recap, the Inventory was updated in June 2023 based on:

- feedback and guidance received from the Province (including division of programs and services accurately into Category 1 (mandatory), 2 (municipally delegated) and 3 (other); identifying "General" expenses; differentiating between operating and capital expenses);
- known changes from Bill 23 (including removal of natural heritage planning work);
- consideration of NBMCA's 2022 and 2023 budgets in order to reflect post pandemic increases in expenses, current estimates and shifts made in certain programs. This approach is preferable to using average annual costs for the previous five years.

The updated Inventory was presented to the NBMCA Board on June 28, 2023 in order to begin to engage member municipalities. Through several meetings held in summer-fall 2023 with member municipalities, feedback was sought. As a result, the Inventory was further updated through March 2024 for the following:

- minor edits to address comments received to enhance clarity around an asset management plan (i.e. asset management plan for natural hazard infrastructure is a Category 1 activity; any other asset management plans are Category 3);
- clarifying where sole benefiting levy applies (i.e. noting which activities in the Inventory are supported through a sole benefiting levy and for which municipality).

As well, NBMCA is confirming that agreements with member municipalities are established to carry out Category 2 and Category 3 programs and services. Thank you so much for reviewing and taking these to councils in good time. These agreements are posted on our website at:

<https://nbmca.ca/governance/agreements-and-memorandum-of-understandings/>

These agreements go hand in hand with the annual budget process. NBMCA Budget 2024 is posted here:

<https://nbmca.ca/governance/budget-and-audited-financial-statements/>

Please feel free to contact me if you have any questions.

Chithra Gowda (she/her)

Chief Administrative Officer, Secretary Treasurer

North Bay-Mattawa Conservation Authority (NBMCA)

15 Janey Avenue

North Bay, ON P1C 1N1

Cell: 705-477-0372

Fax: 705-474-9793

Web: www.nbmca.ca

Leaders in Watershed Management



April 29, 2024

Via Email

To: Member Municipalities

Re: North Bay-Mattawa Conservation Authority, Final Inventory of Programs and Services

Dear Member Municipalities,

As required in Section 9 of O. Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act, the North Bay-Mattawa Conservation Authority (NBMCA) is providing a copy of the final version of the Inventory of Programs and Services. NBMCA is confirming that agreements with member municipalities are established to carry out Category 2 (municipally delegated) and Category 3 (other) programs and services. These agreements are posted on our website at: <https://nbmca.ca/governance/agreements-and-memorandum-of-understandings/>

Please feel free to contact me if you have any questions.

A handwritten signature in black ink that reads "Chitra Gowda".

Chitra Gowda
Chief Administrative Officer, Secretary Treasurer

Attachments:

Inventory of Programs and Services

MEETING DATE: May 14, 2024
FROM: Nicky Kunkel, CAO Clerk-Treasurer
SUBJECT: Intact Risk Management Report

RECOMMENDATION:

That Council receive the Intact Risk Management Report for information purposes.

BACKGROUND

In July of 2024 the Asset Management Regulations for municipalities in Ontario will require the Township to record and plan for asset renewal for all categories of assets. This will include buildings.

The last Building Condition Report conducted was in 2017. An update on the building conditions was necessary to determine risk priority and then incorporate the two documents into the plan.

While at ROMA in January 2024 we discussed the opportunity for the insurance company to conduct an assessment on the buildings. This will highlight any immediate concerns that need to be addressed in the five (5) year capital plan.

ANALYSIS:

Intact Insurance attended all the municipal buildings and the assessment report is enclosed.

To highlight there are 3 priorities for 2024

1. Clear 1m around the electrical panel by end of May 2024
2. Install a GFC near the sink in Fire Station 1 by end of June 2024
3. Install collision bollards
 - a. Fire Station #1 bay doors and well by end of August 2024
 - b. Municipal Garage bay doors by end of August 2024
 - c. Fire Station #2 bay doors by end of August 2024

There are also recommendations that will be followed up on as time permits throughout the year 2024 by the CAO, Public Works Manager and Chief Building Official.

Recommendation: That Council receives this information as information and staff ensure that the Assessment recommendations are performed.



24 Apr 2024

BROKERLINK
591 Main Street East
North Bay, Ontario P1B 1B7

RISK MANAGEMENT RISK REPORT

Recently, Intact Public Entities conducted a risk inspection for CORPORATION OF THE TOWNSHIP OF BONFIELD. The purpose of our inspection was to identify conditions or potential risks that could result in injury, property loss, or litigation, and to suggest corrective measures, which may control or reduce the possibility of these situations from occurring.

The inspection was limited to the sites visited and does not include any declaration to the structural stability or integrity, nor any attestation with respect to conformance to codes and regulations.

Our findings are contained in the enclosed risk report.

In addition, we have provided a risk summary document at the end of the report to facilitate your client's response on each risk item requiring action. Please complete the attached summary and return it to your account manager by (earliest date from below).

Recommended Compliance Dates

Priority 1: May 24, 2024

Priority 2: June 23, 2024

Priority 3: July 23, 2024

Priority 4: August 22, 2024

Capital Budget Consideration: April 24, 2025

Should you require clarification or have concerns regarding any matter contained in the risk report, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Gopala Anappindi".

Gopala Anappindi
Risk Management Services
Intact Public Entities

This information is directed in confidence solely to the person named above and may not otherwise be distributed, copied or disclosed. Therefore, this information should be considered strictly confidential. If you have received this transmittal in error, please notify us immediately by telephone at 1-800-265-4000. Thank you for your assistance.

Intact Public Entities
278 Pinebush Road, Suite 200, Cambridge, Ontario, N1T 1Z6
Toll free 1 800 265 4000 intactpublicentities.ca

CORPORATION OF THE TOWNSHIP OF BONFIELD

RISK SUMMARY

This risk report is intended to bring your attention to measures which, if taken, may control or help reduce the possibility of injury or property loss.

It is not intended to imply that no other risks exist or that no other precautions need to be taken. The identified risks consist of code/standard references or may be a known best practice.



This risk report is prepared by Intact Public Entities for the sole and exclusive use of Intact Public Entities and CORPORATION OF THE TOWNSHIP OF BONFIELD and may not be relied upon by any other party. Neither Intact Public Entities nor its representatives shall be liable, either directly or indirectly, for any loss, damage, injury or costs suffered or incurred by any party arising or alleged to have arisen out of the reliance on this risk report.

CORPORATION OF THE TOWNSHIP OF BONFIELD

Recommendations

The following priority ratings, which are part of each risk noted in this report, have been designed to assist you in assessing each risk. Time lines have been included in the definitions in order to help you manage or control your risks in a timely fashion.

PRIORITY 1 – Denotes conditions in which the possibility of property loss or bodily injury is highly probable and clearly foreseeable. Risks in this category should be addressed immediately. **Items in this rating category are recommended to be addressed within 30 days of this report issue date.**

PRIORITY 2 – Denotes conditions in which the possibility of property loss or bodily injury is probable and reasonably foreseeable. Risks in this category should be addressed as soon as reasonably possible. **Items in this rating category are recommended to be addressed within 60 days of this report issue date.**

PRIORITY 3 – Denotes conditions in which the possibility of property loss or bodily injury may be possible given certain circumstances. Risks in this category should be addressed within a reasonable amount of time. **Items in this rating category are recommended to be addressed within 90 days of this report issue date.**

PRIORITY 4 – Denotes conditions in which the possibility of property loss or bodily injury is fairly low. Risks in this category should be addressed whenever practical. **Items in this rating category are recommended to be addressed within 120 days of this report issue date.**

“CAPITAL BUDGET CONSIDERATION” – The observations made under this category are meant to be suggestions for improvement, and as such, should be given serious consideration. **Items in this rating category are recommended to be addressed within 1 year of this report issue date.**

CORPORATION OF THE TOWNSHIP OF BONFIELD

Asset:	MUNICIPAL OFFICE / LIBRARY INCLUDING 80 KW BACK UP GENERATOR	Category:	Liability
Address:	365 HIGHWAY 531,	Severity	Priority 1
City:	BONFIELD	Rec #:	2024-01
Province:	Ontario	Complete by:	24 May 2024



Library Electrical Panel Area

Recommendation:

Ensure there is a 1 m clear access to electrical panels and switchgear.

Responsibility: _____

Plan to Remediate:

Completion Date: _____

Signature: _____

Asset: FIRE STATION # 1
Address: 107 RAILWAY STREET,
City: BONFIELD
Province: Ontario

Category: Liability
Severity: Priority 2
Rec #: 2024-02
Complete by: 23 Jun 2024



Office Area Kitchen

Recommendation:

Receptacles installed within 1.5 m of sinks (wash basins complete with drainpipe), bathtubs, or shower stalls shall be protected by a ground fault circuit interrupter of the Class A type, except where the receptacle is: a) intended for a stationary appliance designated for the location; and b) located behind the stationary appliance such that it is inaccessible for use with general-purpose portable appliances. (e.g. washing machines)

Responsibility: _____

Plan to Remediate:

Completion Date: _____

Signature: _____

Asset: FIRE STATION # 1
Address: 107 RAILWAY STREET,
City: BONFIELD
Province: Ontario

Category: Property
Severity: Priority 4
Rec #: 2024-03
Complete by: 22 Aug 2024



Front Bay Doors



Side Bay Door

Recommendation:

We recommend the installation of collision bollards on each side of the bay doors to prevent property damage as a result of vehicle collision. These bollards should be painted a contrasting color to aid the drivers in the safe entry to the building.

Responsibility: _____

Plan to Remediate:

Completion Date: _____

Signature: _____

Asset: MUNICIPAL GARAGE
Address: 356 LINE 3 SOUTH,
City: BONFIELD
Province: Ontario

Category: Property
Severity: Priority 4
Rec #: 2024-04
Complete by: 22 Aug 2024



Front Bay Doors (5) Nos.

Recommendation:

We recommend the installation of collision bollards on each side of the bay doors to prevent property damage as a result of vehicle collision. These bollards should be painted a contrasting color to aid the drivers in the safe entry to the building.

Responsibility: _____

Plan to Remediate:

Completion Date: _____

Signature: _____

Asset: FIRE HALL # 2
Address: 440 RUTHERGLEN LINE,
City: BONFIELD
Province: Ontario

Category: Property
Severity: Priority 4
Rec #: 2024-05
Complete by: 22 Aug 2024



Front Bay Doors

Recommendation:

We recommend the installation of collision bollards on each side of the bay doors to prevent property damage as a result of vehicle collision. These bollards should be painted a contrasting color to aid the drivers in the safe entry to the building.

Responsibility: _____

Plan to Remediate:

Completion Date: _____

Signature: _____

The following general comments section outlines common risks found in many facilities, and as such, may also be found in yours. These reminders are meant to help you ensure your facilities remain safe from injury and liability risks.

BUILDING RISKS

Emergency Lights

Ensure emergency lights are kept in working condition, and are on a circuit to maintain constant charging of their batteries. We recommend weekly testing.

Exit Signs

Exit signs should function at all times, whether or not the building is occupied. We recommend periodic inspection of exit signs, and bulb replacement as necessary.

Emergency Exits – Egress

Keep emergency exits clear and unobstructed. On the outside, ensure they are unimpeded by any objects. Remove snow and ice immediately and maintain the surface in good level condition and keep it lit at night.

Fire Extinguishers

We recommend placing all portable fire extinguishers in a highly visible and easily accessible location. In addition, extinguishers should be located in or adjacent to corridors or aisles that provide access to exits, and be prominently indicated by signs or markings where visual obstruction cannot be avoided. Contact your local fire department for further requirements.

Storage

Ensure all storage areas are maintained in a clean and neat fashion. We recommend clearing all storage areas of garbage and, wherever possible, confining storage to shelves. We also recommend providing at least five feet of clear space between combustible materials and sources of ignition, such as an electrical panel.

Flammable Storage

All flammables, such as paints and thinners, should be stored in Underwriters Laboratories of Canada (ULC) approved metal cabinets. Propane must not be stored inside buildings but in external, vented and locked storage cages affixed with appropriate warning signs.

Flammable Trash Storage

We recommend storing oily rags, paper towels and other combustible garbage in ULC-approved containers for flammable trash. They should not be stored in plastic garbage cans.

RISKS - EXTERIOR OF BUILDING

Trip and Fall

Maintain walkways around buildings. Immediately repair potholes and gaps in the surfacing.

Collision Barriers / Bollards

We recommend inspecting all gas meters, fuel pumps and fuel storage tanks at your facilities to identify those in which there is a risk of damage due to vehicle impact. Once identified, place collision barriers or bollards around them to reduce the risk of damage and possible fire and/or explosion.

PLAYGROUNDS

In February 2014, the Canadian Standards Association (CSA) published the 5th edition of *Children's Playspaces and Equipment CAN/CSA-Z614-14*.

If you do not have this CSA Standard, we recommend that you obtain a copy and work towards attaining this level of safety in your playgrounds. Copies are available from the Canadian Standards Association, 5060 Spectrum Way, Suite 100, Mississauga, Ontario, L4W 5N6 or online at <http://www.csa.ca/>.

The 2014 version of the standard is similar to that released in 2007 but with further clarifications regarding terminology, additional information on surfaces, and issues relating to spaces for small children.

Many years have passed since the original 1998 Standard was introduced. It is expected that the courts will consider this sufficient time for all playgrounds to have been brought up to the CSA Standard.

Our inspection was not an "audit" of your playgrounds but more of a high-level overview identifying hazardous conditions and conflicts with the CSA Standard.

Record Keeping

An important recommendation in the CSA Standard is that complete records be kept on each piece of playground equipment. By maintaining records, you can track the actual cost of maintaining the equipment, along with incidents that occur on the equipment that could lead to liability claims.

Incident Reports

Accurate records of any incident, however minor, that occurs in a playground or other facility should be maintained. Often, what initially appears to be a relatively minor incident can develop into a major claim. Accurate reports recorded at the time of the incident can prove invaluable in defending liability claims.

Creative Playstructures

Creative playstructures are popular due to their ability to provide many different activities in one central unit or location. Common hazards with this type of equipment include exposed end pipes, protruding bolts and nuts, sharp edges, cracked or vandalised tube slides, and ineffective guardrails or lack thereof. Caution must be exercised when repairing or replacing components on creative playstructures so as not to create new risks, such as entrapment openings. It is for this reason that whenever possible, we recommend using original, manufacturer-approved replacement components when making repairs. In addition, we recommend utilizing qualified installers when making repairs or alterations.

"S" Hooks

The Standard stipulates maintaining 'S' Hooks in the fully closed position with no greater than a 1 millimetre (mm) opening. Should a hook fail while a child is using a swing, serious injury could result. Furthermore, open 'S' hooks invite theft or vandalism to expensive equipment

Surfaces

The majority of serious playground injuries result from falls onto surfaces that are not resilient enough. Sand or pea gravel are common surfaces used and should be installed and maintained to the depth stipulated in the CSA Standard. This will provide a good shock-absorbing surface, and greatly reduce the risk of serious injuries due to falls. Hazards most commonly found include exposed concrete footings, surfaces that are too tightly compacted, too shallow, require replenishing, or are eroded or unsanitary.

Swing Sets

The CSA Standard states that there shall be no more than two to-fro swing seats located within a single swing bay. Having three or more swing seats in a bay creates the problem of providing the proper spacing between swing seats and the swing set posts. With three or more seats it is also possible for a user to walk in front of a swing in use while trying to approach a vacant middle seat. The corrective measure where three or more seats are installed is simply to remove one or more of the seats in order to comply with the two seats per swing bay requirement. Metal, wooden or hard plastic swing seats should never be used. Instead, we recommend the use of approved cloth or rubber-sling style seating, which are safer and more forgiving should a child be struck with one.

Trip and Fall

This hazard occurs when equipment, or other objects, are left in an area where people can trip over them. Also included are loose bolts or boards used in boundaries around playground equipment. We recommend periodically inspecting playgrounds for this hazard.

Foreign Objects

We recommend regular and thorough inspections of the playgrounds to help identify and eliminate the possibility of injuries from foreign objects in the sand such as: rocks, glass, soda cans, and needles.

MEETING DATE: May 14, 2024
FROM: Nicky Kunkel, CAO Clerk-Treasurer
SUBJECT: User Fee Bylaw Review from April 30, 2024 Public Meeting

RECOMMENDATION:

That Council accept the report from staff reviewing the Building Department User Fees; and Further that Bylaw 2024-22 be read a second and third time and considered adopted in open session this 14th day of May 2024.

BACKGROUND

At the public meeting held on April 30, 2024 for comments on the proposed User Fee bylaw members of the community attended to express concern over the fees for development and farming.

When researching for the proposed user fees staff reviewed the cost of certain services as the fees are meant to be cost recovery only. Staff also reviewed the fees of area municipalities, these included, Powassan, Callander, East Ferris, Nipissing, Mattawa, Calvin, Magnetawan, Temagami, Kearney, Chisholm, Machar, North Bay and West Nipissing. As the municipalities provided the fees some bylaws were older than 3 years and some where recent within 2022. Bonfield was consistently low on the comparison as most of the fees had not been revised since 2010. As an example, the parkland in lieu fee bylaw in Bonfield was last amended in 1999 and some building permit fees were amended in 2017. User fee bylaws should be reviewed at least once per term of Council. The Municipal Act does not permit a municipality to make profit from user fee charges, but rather recover costs. Council had considered that 70% would be a fair marker when fees would be too high to be full recovery.

The Building Fees were determined to not be presented at full cost recovery. The Building Department expenses include telecommunications, vehicle, codes and standards, training, memberships, legal fees, insurance, and supplies. Without full wage considerations the costs of the department were:

	2019	2021	2022	2023
Costs	\$50,336	\$35,016	\$62,828	\$67,050
Recovery	10%	31%	53%	62%

NOTE: within this timeframe, one staff member retired and the revenues due to the number of permits issued increased. 51 permits (2 SFD) issued in 2019 to 86 permits issued in 2023 (21 SFD). This pace is not expected to continue.

As indicated in the RSM Fee Report, most permits are for accessory buildings which are generally greatly discounted. Bonfield does not have many industrial or commercial permits which are typically at a higher cost. There were two in the last five years. To balance the costs a calculation was performed to use a form of time and material into the fees proposed.



PLANNING & DEVELOPMENT DEPARTMENT

Email: planning@bonfieldtownship.com

Considerations were on how complex the building is, plans review time, inspection time, and time for completion of paperwork. The permit fee for the new dwelling is used, as it requires the most amount of time to process. It balances the other permits so there is a guide for cost recovery.

Council instructed staff to review the fees proposed based on the comments from the community members on the building permit fees.

ANALYSIS:

Staff contacted area municipalities again to obtain actual permit fees for farm type buildings. Not all municipalities use minimum fee or cost per square meter. Some municipalities use value of construction. Bonfield will continue to use minimum fee with a cost per square meter for certain types of permits, such as dwellings, additions, new farm building. Flat fees will be used for one time permit types such as plumbing, fireplace inspections, pools and demolitions. The Chief Building Official also conducted another comparison using his expertise in small rural communities.

This second review indicated that Bonfield is higher than some municipalities and still lower than others for permitting costs. For instance, the proposed residential fee is higher than all but two of the comparators by approximately \$1,000 in total. But when comparing the Accessory Buildings our proposed fees were \$5.38 sqm and both Temagami and West Nipissing are at the average of \$7.00. Our flat fees for one-time permits were proposed at \$400.00 while many others ranged from \$150 to \$200.00. We do not issue many of the one time permits and propose the reduce some of them to \$200.00.

We have prepared another proposed fee schedule that will at best present a 62-65% cost recovery for Council to consider. While the number of permits has increased, with the high interest rates and downward turn on the housing market, 2023 may have been the peak year for Bonfield. We expect over the next five years that the permits will stabilized at the average of 65 permits per year. With that said there are upcoming new official plan and zoning policies, along with a review of housing makeup we intend to continue to grow Bonfield. It is unclear when the new policies will be approved by the province to be implemented.

The new schedule reduces fees from \$7,273.39 to a minimum of \$5,000 and where fees for additions were at \$4,042.09 to a minimum fee of \$4,000. This is for new buildings in all Groups except residential. For residential we reduced the minimum fee to \$4,000 (from \$5,062) and calculated that to \$17.22(from \$21.80) per square meter in area. Also, in residential, additions would be the same as the dwelling fee. However, we created a renovation category for minor alterations and kept the per square meter fee but eliminated the minimum fee. It is important to keep the fees in line with the Zoning Bylaw definitions as well. If an addition exceeds the existing area of the primary building, then the fees for a new dwelling are to be used.



**PLANNING & DEVELOPMENT
DEPARTMENT**

Email: planning@bonfieldtownship.com

Recommendation: That Council accept the report from staff reviewing the Building Department User Fees; and Further that Bylaw 2024-22 be read a second and third time and considered adopted in open session this 14th day of May 2024.

Respectfully submitted.



Nicky Kunkel, CAO Clerk-Treasurer



Mike Pilon, CBO/Bylaw Officer

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2024-22

**BEING A BY-LAW TO PROVIDE FOR BUILDING FEES CHARGED
BY THE CORPORATION OF THE TOWNSHIP OF BONFIELD**

WHEREAS the Council of the Corporation of the Township of Bonfield may pass by-laws establishing and requiring the payment of fees for information, services, activities and use of the Municipality's property;

AND WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, provides for a municipality to pass by-laws imposing fees or charges on persons for services and activities provided or done by or on behalf of it, for cost payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control;

AND WHEREAS Section 69 (1) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, provides that a municipality may establish a tariff of fees for the processing of applications;

AND WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, c.23 as amended, authorizes a municipal Council to pass by-laws concerning the issuance of permits and related matters requiring the payment of fees on applications for and on the issuance of permits;

AND WHEREAS the Council of the Corporation of the Township of Bonfield is desirous of providing services and activities through a user pay and cost recovery model where possible;

NOW THEREFORE the Council of the Corporation of the Township of Bonfield enacts as follows:

1. That this By-law be cited as the "Building Fees and Charges By-Law"
2. That the fees set out in Schedule "A" attached to and forming part of this by-law shall be charged for licenses, permits, services and documents listed therein;
3. That if the provisions of this by-law conflict with any other by-law of the Corporation heretofore passed then the provision of this by-law shall prevail;
4. That any schedule of this By-law can be amended by resolution or by-law of Council and that the amended schedule shall form part of and be included in the Fees and Charges By-law.
5. That all fees and charges are due and payable at the time the service is provided. If the fees and charges or any portion thereof remain unpaid 30 days from the date of invoicing, interest at the rate of 1.25% shall be charged, and again on the first of each month thereafter until the account is paid in full.
6. That all fees and charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Bonfield owned by such person or persons and may be collected in the same manner as taxes.
7. That HST will be charged where applicable.
8. That this by-law shall come into force on the final passing hereof.
9. That any previous By-law or User Fee outlined in a bylaw be hereby repealed.

READ A FIRST ON APRIL 9, 2024 AND

**CONSIDERED READ A SECOND AND THIRD TIME AND FINALLY PASSED THIS 14th DAY
OF MAY 2024.**

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW 2024-22

SCHEDULE "A"

	Min. Fee	\$ Per m2
<u>A. Construction: New Buildings; Additions to Buildings; Alterations; Unit Finish</u>		
<u>Group A: Assembly</u>		
New Recreation Facilities, Schools, Libraries, Places of Worship, Restaurants, Theatres, Arenas, Swimming Pools, Gymnasiums	\$ \$5000.00	\$12.12
Additions (Area < than existing building)...	\$4,000.	\$12.12
Alteration, renovation, interior finish, unit finish/fit-up	\$1,500.00	\$5.38
<u>Group B: Institutional</u>		
New hospital, institutional buildings, detention, care and treatment	\$5000.00	\$12.12
Additions (Area < than existing building)...	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
<u>Group C: Residential</u>		
New single detached dwelling, semi detached, townhouse, rowhouse, duplex, cottage, motels, hotels, multi -residential per unit	\$4000.00	\$17.22
Addition, (Area < than existing building), alteration		\$17.22
Renovation, minor alteration, finished basement within dwelling unit		\$5.38
New dwelling unit – within existing house or building		\$10.00
<u>Group D: Business and Personal Services</u> (offices, beauty salons etc.)		
New building – finished	5000.00	\$12.12
Additions, shell only(Area < than existing building)	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
<u>Group E: Mercantile</u> (stores, shops etc.)		
New building – finished	\$ 5,000	\$12.12
Additions, shell only(Area < than existing building)	\$4,000.00	\$12.12
Alteration, renovation, interior finish, unit finish	\$1,500.00	\$5.38
<u>Group F: Industrial</u> (Factories, warehouses, storage garages etc.)		
New building – finished	\$5000.00	\$12.96
Additions, shell only(Area < than existing building)	\$4,000	\$12.96
Alterations, renovations, interior finish, unit finish	\$1,500.00	\$5.38
<u>B. Demolition</u>		
Residential	\$200.00	
Non- Residential	\$500.00	

**THE CORPORATION OF THE TOWNSHIP OF BONFIELD
BY-LAW 2024-22
SCHEDULE "A"**

	Min. Fee	\$ Per m2
<u>C. Designated Structures</u> (OBC Div. C, Article 1.3.1.1.)		
Crane runway	\$700.00	
Dish antenna greater than 5m2 (54 ft2) mounted on a building	\$700.00	
Exterior storage tank not regulated by the TSSA	\$700.00	
Outdoor public pool or public spa	\$700.00	
Pedestrian bridge appurtenant to a building	\$700.00	
Permanent solid nutrient storage facility with walls exceeding 1m (3'-4")	\$700.00	
Retaining walls – non-residential	\$700.00	
Retaining walls - residential	\$400.00	
Signs regulated by Section 3.15 of Division B of the Building Code	\$700.00	
Solar collector - Residential	\$400.00	
Solar collector- Non-Residential	\$700.00	
Wind turbine structure	\$700.00	
<u>D. Farm Buildings</u>		
New construction / Additions	\$1,500.00	\$11.59
Alterations, renovations, interior finish,		\$5.38
<u>E. Standalone and Miscellaneous Work</u>		
Residential		
Accessory structure – shed, gazebo, detached garage,	\$500.00	\$7.00
Below grade entrance	\$500.00	
Carport, deck, porch, porch enclosure	\$400.00	\$5.38
Fireplace – wood burning	\$200.00	
New or enlarged opening – door, window	\$200.00	
Permit for heating, ventilating and air conditioning (per suite)	\$200.00	
Plumbing	\$200.00	
Swimming Pool	\$200.00	
Non-Residential		
Electromagnetic locking devices	\$700.00	
Emergency lighting; exit signage; emergency power installation or replacement	\$700.00	
Fire alarm installation or replacement	\$700.00	
Permit for heating, ventilating and air conditioning (per suite)	\$700.00	
Plumbing fixtures	\$700.00	
School portable classrooms	\$700.00	
Shoring	\$700.00	
Sprinkler system; standpipe and/or hose system; fire suppression system installation or replacement	\$700.00	
Temporary buildings, tents	\$500.00	
<u>G. Administrative Fees</u>		
AGCO Letter and Site Inspection	\$350.00	
Alternative solution – Part 3 & Part 9 other than residential	\$700.00	
Alternative solution – Part 9 residential buildings	\$400.00	
Builder model change fee	\$400.00	
Builder model plan review and certification prior to permit application	\$400.00	
Change of use – where no construction is required	\$500.00	
Compliance letter; building file review,	\$350.00	
Conditional building permit	50%	
Construction, demolition or change of use without a building permit	100%	
Deferral of revocation of permit – permit extension	\$400.00	
Development Comments on Planning Applications	\$350.00	
Footing and Foundation Permit	25%	
Re-inspection due to work not ready (per inspection)	\$150.00	
Revision to permit and/or plans or documents after permit issued	25%	
Transfer of permit, Relocation Permit, Occupancy Permit	\$350.00	

Flat fee (unless noted otherwise)

a) Residential projects	\$400.00
b) All other buildings not described in (a)	\$700.00

Refunds

A. Application filed and accepted, no processing or review of plans	80% refund
B. Application filed, plans review completed and permit issued or refused	70% refund
C. Refund is \$50 less for each inspection performed and mileage charge of \$0.60 per kilometre for site inspection with a minimum charge of \$15.00 per permit for mileage.	

Notes:

- I. No refund shall be made for an amount of \$50.00 or less.
- II. The fees that may be refunded shall be a percentage of the fees payable as outlined in this schedule.
- III. All refunds shall be approved by the CBO
- IV. No refund shall be made in the event a permit is revoked, or where construction is substantially suspended or discontinued for more than a year from issue or if the building permit file is closed and final inspection was not requested.



REPORT TO COUNCIL

MEETING DATE: May 14, 2024
FROM: Nicky Kunkel, CAO Clerk-Treasurer
SUBJECT: Donation Policy

RECOMMENDATION: That Council approve a donation of \$150.00 to the Bonfield Agricultural Society and a \$200.00 donation to Ste-Bernadette Parish for the year 2024.

BACKGROUND

In March of 2023 Council adopted the new Donations Policy that communicates the procedures to all local and external organizations that wish to request funds from the Township. The intent is to how transparency and accountability for the tax dollars collected. Council sets an annual budget of \$2,000 for donation requests.

The Application form was approved by Council late 2023 and the policy formally adopted for the 2024 year. As it was a new policy, letters were sent to all organizations that generally request funds from Council. The deadline was extended from February 15, 2024 to March 2024.

ANALYSIS:

A donation form was received from:

1. Bonfield Rutherglen Food Bank – no value requested.
2. Bonfield Agricultural Society - a donation request of \$150.00
3. Ste-Bernadette Parish – a donation request of \$200.00
4. National Wall of Remembrance Association – no value requested

The requests of the Agricultural Society and Ste. Bernadette Parish are annual requests that have been approved for several years. The organizations that did not request a donation value are at the discretion of Council to decide.

In 2024 any other group who requests a donation will be provide the forms for completion and individually will be supplied to Council for description. However, it will also be communicated that for 2025 they must have their requests in by February 15, of each year and none will be accepted after this date.

Recommendation: That Council approve a donation of \$150.00 to the Bonfield Agricultural Society and a \$200.00 donation to Ste-Bernadette Parish for the year 2024.



SCHEDULE A
DONATION REQUEST
APPLICATION FORM

Group/Organization Applying: Bonfield Rutherglen Food Bank

Address: 408 Gagnon St.

Contact Person(s): Denise Raymond

Position(s): President

Telephone or Email: _____

What type of donation is being requested?

Monetary Donation "In-Kind" Donation

Donation value being requested: _____

How Will Funds Be Used?

Buy groceries and pay insurance,
pay the heat

Is Your Group Based in the Township of Bonfield? Yes No
If no, how does your group support the residents of the Township of Bonfield?

Is Your Group Not-For-Profit organization? Yes No

How Many Years Has Your Group/Organization Been in Operation? 30 years

What services or activities does your group provide to members of the Bonfield Community?

Food hampers, medical equipment,

Describe in broad terms the principal objective of your organization.

Feed the needy families



SCHEDULE A
DONATION REQUEST
APPLICATION FORM

What other sources of funding are used by your organization to provide its services?

Different Bonfield Clubs, generous individuals, North Bay business, MNR, OPP Bonfield business,

Are annual financial documents included with your application? Yes No

If no, explain why.

No need. If you really need a financial documents we could provide one.

If successful, describe how the Township of Bonfield will be given recognition for this donation:

In the Township bulletin and a thank you note from us with a Receipt

Any additional information which you consider necessary for Council to make an informed decision?

By signing below, I declare that I have the authority to make this request.

Applicant Name (Print): Denise Raymond

Applicant Signature: Denise Raymond

Date of Application: Dec. 14 / 2023

Don't forget to submit your event to officeclerk@bonfieldtownship.com to be included in our Community Events Calendar.

FOR INTERNAL USE ONLY:

Date application received by Township: _____

Date at Council Meeting: _____

Decision of Council: _____



**SCHEDULE A
DONATION REQUEST
APPLICATION FORM**

Group/Organization Applying: BONFIELD AGRICULTURAL SOCIETY

Address: 105 TRUNK ROAD, P.O. BOX 84, BONFIELD PCH 1E0

Contact Person(s): JEAN CHAPUT

Position(s): PRESIDENT

Telephone or Email: _____

What type of donation is being requested?
Monetary Donation "In-Kind" Donation

Donation value being requested: \$150.00

How Will Funds Be Used?
Support cost of activities for 2024 Fall Fair, including childrens entertainment, horse shows and fair exhibits.

Is Your Group Based in the Township of Bonfield? Yes No
If no, how does your group support the residents of the Township of Bonfield?

Is Your Group Not-For-Profit organization? Yes No

How Many Years Has Your Group/Organization Been in Operation? 133 years

What services or activities does your group provide to members of the Bonfield Community?
Two day annual Fall Fair encouraging agriculture awareness, volunteerism and providing family based activities and entertainment.

Describe in broad terms the principal objective of your organization.
We are a community-minded organization dedicated to keeping the northern spirit of volunteerism, agricultural awareness and family fun alive in our community.



SCHEDULE A
DONATION REQUEST
APPLICATION FORM

What other sources of funding are used by your organization to provide its services?
We receive an annual provincial grant that assists with maintenance and operational costs to maintain our grounds and buildings, making it possible to host our events.

Are annual financial documents included with your application? Yes [checked] No
If no, explain why.

If successful, describe how the Township of Bonfield will be given recognition for this donation:
Acknowledgement of contribution on our social media outlets
Display of municipal logo prominent at fair grounds.
Display of banner should one be provided.
Complimentary coupon for 2 guests to enter Fall Fair.

Any additional information which you consider necessary for Council to make an informed decision?

By signing below, I declare that I have the authority to make this request.

Applicant Name (Print): BONFIELD AGRICULTURAL SOCIETY - PER JEAN CHAPLIT

Applicant Signature: [Handwritten Signature]

Date of Application: JAN 10, 2024.

Don't forget to submit your event to officeclerk@bonfieldtownship.com to be included in our Community Events Calendar.

FOR INTERNAL USE ONLY:

Date application received by Township: _____

Date at Council Meeting: _____

Decision of Council: _____



**SCHEDULE A
DONATION REQUEST
APPLICATION FORM**

Group/Organization Applying: Ste Bernadette Parish

Address: 408 Gagnon Street

Contact Person(s): Darlene Hotte

Position(s): Secretary

Telephone or Email: _____

What type of donation is being requested?
Monetary Donation "In-Kind" Donation _____

Donation value being requested: 200.00

How Will Funds Be Used?
To help with the church's expenses
like oil, hydro, insurance

Is Your Group Based in the Township of Bonfield? Yes No _____
If no, how does your group support the residents of the Township of Bonfield?

Is Your Group Not-For-Profit organization? Yes No _____

How Many Years Has Your Group/Organization Been in Operation? 1886.

What services or activities does your group provide to members of the Bonfield Community?
We are committed to serve the parish
with religious ceremonies such as masses, for funerals
wedding, for baptismal etc.

Describe in broad terms the principal objective of your organization.
To teach the word of God and to
help our residents with mental or
physical issues.



SCHEDULE A
DONATION REQUEST
APPLICATION FORM

What other sources of funding are used by your organization to provide its services?

The collection at church
private donations, Knights of Columbus,

Are annual financial documents included with your application? Yes ___ No [checked]

If no, explain why.
available upon request

If successful, describe how the Township of Bonfield will be given recognition for this donation:

Every year we have our parish draw.
and the names of all sponsors/donators
are written in the back of each ticket.

Any additional information which you consider necessary for Council to make an informed decision?

All the proceeds help to keep our church,
the food bank / family life centre, our hall
open.

By signing below, I declare that I have the authority to make this request.

Applicant Name (Print): Darlene Hotte

Applicant Signature: Darlene Hotte

Date of Application: Jan 30, 2024

Don't forget to submit your event to officeclerk@bonfieldtownship.com to be included in our Community Events Calendar.

FOR INTERNAL USE ONLY:

Date application received by Township: _____

Date at Council Meeting: _____

Decision of Council: _____



**SCHEDULE A
DONATION REQUEST
APPLICATION FORM**

Group/Organization Applying: National Wall of Remembrance Association

Address: P.O. Box 1204 Kingston, ON K7L 4X8

Contact Person(s): Rosanna Spezzano

Position(s): Accounting Director

Telephone or Email: _____

What type of donation is being requested?

Monetary Donation _____ "In-Kind" Donation _____

Donation value being requested: _____

How Will Funds Be Used?

there is a monument which will honor the Canada's Fallen
Heroes from 1812 war to Afghanistan

Is Your Group Based in the Township of Bonfield? Yes _____ No X
If no, how does your group support the residents of the Township of Bonfield?

It provides an association with National War that has
taken place for veterans.

Is Your Group Not-For-Profit organization? Yes _____ No ✓

How Many Years Has Your Group/Organization Been in Operation? 33 years

What services or activities does your group provide to members of the Bonfield Community?

Describe in broad terms the principal objective of your organization.

To honor the veterans who have fought for our country.



SCHEDULE A DONATION REQUEST APPLICATION FORM

What other sources of funding are used by your organization to provide its services?

Are annual financial documents included with your application? Yes No
If no, explain why.

If successful, describe how the Township of Bonfield will be given recognition for this donation:

Advertising on their magazines and also clients receive a plaque yearly

Any additional information which you consider necessary for Council to make an informed decision?

By signing below, I declare that I have the authority to make this request.

Applicant Name (Print): Rosanna Spezzano

Applicant Signature: 

Date of Application: Jan. 8/24

Don't forget to submit your event to officeclerk@bonfieldtownship.com to be included in our Community Events Calendar.

FOR INTERNAL USE ONLY:

Date application received by Township: _____

Date at Council Meeting: _____

Decision of Council: _____



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
CORPORATE SERVICES COMMITTEE MEETING
May 2, 2024 @ 7:pm

MINUTES

ATTENDANCE: Chair Dan MacInnis Donna Clark
Steve Featherstone Jason Corbett

EXCUSED ABSENCE: Narry Paquette

STAFF PRESENT: Nicky Kunkel, CAO Clerk-Treasurer; Ann Carr, Planning Administrator

No. 1

Moved by: Jason Corbett Secoded by: Steve Featherstone

THAT the Corporate Services Committee Meeting be opened at 7:00 p.m.

Carried

No. 2

Moved by: Donna Clark Secoded by: Jason Corbett

THAT the agenda for the Corporate Services Committee Meeting for May 2, 2024 be approved as circulated.

Carried

No. 3

Moved by: Steve Featherstone Secoded by: Donna Clark

THAT the minutes of the Corporate Services Committee meeting held April 11, 2024 be adopted as circulated.

Carried

The Committee reviewed policies from other municipalities along with brainstorming their ideas and thoughts on regulations for short term rentals and trailers being permitted within the community. The notes and conclusions from this session are attached and will be the basis of creating a draft bylaw for each matter. The Bylaws will be drafted for first reading in June of 2024 with final approval for the end of June 2024. The draft bylaws will have first reading and then at the next Council meeting the public can submit to be a delegation at council to review the draft regulations.

No. 4

Moved by: Steve Featherstone Secoded by: Jason Corbett

THAT this meeting be adjourned at 9:58 p.m.

Carried

Chair

Secretary

Discussion Notes from Corporate Services Meeting
May 02, 2024

Trailers and Recreational Vehicles

Fees

Fees: \$600.00 per calendar year Jan.01 to Dec. 31

Special Occasions Permit \$10.00 per trailer per event up to 14 days per calendar year.

Responsible Ownership

Septic/Grey Water -permit Class 1 Sewage System at back of property

Property Standards

Administrative Monetary Penalty System

Cannot be a short-term rental

Owner Authorization if trailer is not the landowners

20 bag limits for landfill

Maintain Character of the Neighbourhood

Will only be permitted in the rural zone and not within a plan of subdivision.

No “grandfathering”

30-meter front yard setback (from road)

1 accessory building permitted 10’ x 16’ no hydro no plumbing as per the building code

A trailer located on a parcel with a dwelling will be permitted for 120 days without a permit

No licence for a trailer with on vacant land with a valid building permit 12 months

Able to store trailer on the property with the licence

Decks cannot be attached to the trailer and must meet the requirements of the building code. No deck shall be permitted longer than the trailer and not wider than 5’.

1 trailer per parcel

Not a permanent dwelling can only be occupied from May 01 to December 15.

Health and Safety

Declaration to be signed with the application

Cannot contravene building code

Fire and CO2 alarms

All permit requirements for electrical, building code, North Bay Mattawa Conservation Authority are still required when needed.

Enforcement Plan

First Offence-Educate-14 days to remedy

Second Offence- Administrative Monetary Penalty -7 days to remedy

Third Offence- Administrative Monetary Penalty-immediate suspension of Licence-2 yrs.

Education Process- By-law in full force by September 01st, 2024

Discussion Notes from Corporate Services Meeting
May 02, 2024

Short Term Rentals

Fees

2024- \$750.00

Annual Licence-\$1500.00 thereafter

Municipal Accommodation Tax 3%

Responsible Ownership

Responsible Person-45-minute response-phone number, email address posted on Township Website/CGIS, and declaration signed.

Owner will be responsible for their tenants

Registry of Visitors to be provided in 2025 and beyond and required for re-licencing.

Consecutive days per stay is limited to 28 days

Code of Conduct-Expectations of the Owner and the Visitor

Information Packages to be provided indicating By-laws, Landfill Information, Fire Rating etc.

Maintain Character of Neighbourhood

Must be an occupiable dwelling.

Limit total licences to 50 per year and create waiting list. Council to revisit this limitation when it is better understood how many licences are being requested.

Hosted STR can apply for licence first- 14-day window

Not hosted STR is able to apply for licence after the 14-day window has closed for the above.

A corporation will be permitted to apply thirdly after the 14-day window is closed for not hosted STR and a corporation shall only have 1 STR in the Township.

2 people per bedroom for occupancy up to 10 people. Children under 2 are not counted.

A pull-out couch will account for 2 people.

STR can only be occupied/rented for 150 days per calendar year

Property can only be used as a dwelling, cannot be for weddings, business transactions, etc.

Health and Safety

Occupiable Dwelling

Building Code Compliant

Fire Prevention including Escape Plan -Water Access Only STR must provide a boat.

Site Plans of the exterior and interior of the STR indicating bedrooms, fire/CO2 alarms, extinguishers etc.

5 million liability insurance

Documents to have ready upon inspection: any permits for building code, septic pump out receipts, water test 1 per year.

Enforcement Plan

First Offence-Educate-14 days to remedy

Second Offence- Administrative Monetary Penalty -7 days to remedy

Third Offence- Administrative Monetary Penalty-immediate suspension of Licence-2 yrs.



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
Minutes of the Recreation & Fitness Committee Meeting
May 6th, 2024 at 5:00 pm

PRESENT: Dan MacInnis, Vice Chair Cassandra Pugh
 Lise Houle

PRESENT VIA ZOOM : Steve Featherstone

ABSENT: Reneé Contant
 Sylvie Lamothe

STAFF: Casandra Klooster, Secretary

1. Call to order

Moved by Cassandra Pugh

Seconded by Lise Houle

THAT the Recreation & Fitness Committee Meeting be opened at 5:02 p.m.

Carried Vice Chair, Dan MacInnis

2. Adoption of the Agenda

Moved by Lise Houle

Seconded by Cassandra Pugh

THAT the draft agenda dated the 6th day of May, 2024 be adopted as prepared.

Carried Vice Chair, Dan MacInnis

3. Disclosure of Pecuniary Interest and General Nature Thereof

None for this session

4. Adoption of Previous Minutes

Moved by Cassandra Pugh

Seconded by Lise Houle

THAT the Minutes of the Recreation & Fitness Committee of April 8th, 2024 be adopted as circulated.

Carried Vice Chair, Dan MacInnis

5. Presentations and Delegations

None for this session

6. Staff Reports

a. Trade Show

Staff gave a report on the Trade Show. Feedback was very positive from the vendors and public. Charging a fee for vendors to participate helped to cover the costs of the event and will continue next year. Recommendations were made to shorten the event as attendance dropped off around 2pm. It was proposed to shift the event to 9am to 2pm in 2025.

7. Items for Committee Discussion

a. Resignation Letter – Nathalie Bertin

Moved by Lise Houle

Seconded by Cassandra Pugh

That the Recreation & Fitness Committee recommends to Council to accept Nathalie Bertin's resignation from the Committee, that a letter be sent thanking her for her services; AND THAT advertising be placed on the website for members to sit on the Committee.

Carried Vice Chair, Dan MacInnis

b. Community Garden

The Committee discussed plans for getting the Community Garden ready for the season. Dan has offered to till the soil and look into getting seedlings ready to be planted. Casandra has been in contact with Ecole Lorrain to help develop a program where the students participate in planting and tending the garden. It was suggested to reach out to the Seniors Housing Complex to see if there are any volunteers that are interested in helping with the garden.

c. Community Day

Community Day will take place on Saturday June 1st. Council has agreed to waive the user fee for rental of the rink as this is a community event open to all residents. The Bonfield Farmers Market has joined this year and will have free tables available for vendors.

d. Canada Day

Committee discussed plans for Canada Day. A schedule will be drawn up to help organize volunteers throughout the day. Delight Farmer has offered to volunteer their services for face painting. Reptile Camp will be offering Axe Throwing and Reptile shows. Casandra will reach out to the Bonfield Food Bank regarding the canteen, as well as reach out to sponsors for children's games.

e. 2024 Events

Committee discussed the upcoming end of Summer event, which will be held Saturday August 31st, 2024. Suggestions were made to have the Recreation Committee run the canteen as a way to raise funds for future events. Steve will reach out to musicians for entertainment. A movie night was also discussed, and sponsors will be sought to help cover the costs of putting on the event. A fee of \$10 for adults, and \$5 for children was suggested.

8. Motions to be Considered for Adoption

None for this session

9. Correspondence

None for this session.

10. Adjournment

Moved by Cassandra Pugh

Seconded by Lise Houle

THAT the Recreation & Fitness Committee Meeting be adjourned at 5:42 p.m.

Carried Vice Chair, Dan MacInnis

CHAIR

SECRETARY

April 28, 2024

The Township of Bonfield

365 HWY 531

Bonfield, ON P0H 1E0

Dear Mayor and Councillors of Bonfield Township:

We are writing this letter to request the consideration to waive the fee for a re-zoning change.

We had gone to the Bonfield Township for advice to achieve our goal, which was to make a separate lot from our campground property and build a storage building on that lot. We wanted to be prepared for when we would be selling the campground. With the help of Doug Laplante, we achieved that goal. The lot was divided (approximately 6 acres) from the campground and a driveway permit obtained and a building permit was issued.

Due to financial setback then, and covid, we were unable to move forward with the building. Building inspector Andrew noticed our permit didn't have any action on it and asked if we were able to move forward and at that time we still couldn't. He said he would cancel the permit but could get us some of the fee back, so we did that.

We are ready to move forward now so we went to the township office and found out a permit will not be allowed unless we build a residence or change the zoning. We feel this is unfair since we already had a permit with the current zoning and we can't afford or don't need another residence. We feel the zoning change is unfair but it seems that this is the only we are going to be able to move forward. Therefore, your time and consideration of the waiving of the fee is appreciated. The lot we are talking about is CON 10 PT LOT 35 RP;36R13423 PARTS 1 to 3 and 7

Dave and Nancy Humphries

Talon Lake Campground and Marina.

185 Talon Lake Road

Rutherglen, ON P0H 2E0



Municipality of Huron Shores
7 Bridge Street, PO Box 460
Iron Bridge, ON P0R 1H0
Tel: (705) 843-2033 Fax: (705) 843-2035

April 12, 2024

Resolution #24-12-02 – Urging the Government to Promptly Resume Assessment Cycle

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #24-12-02 at the Regular Meeting held Wednesday, April 10th, 2024, as follows:

“WHEREAS the assessment cycle is an essential process for maintaining the fairness and predictability of property taxes in our province;

AND WHEREAS the pause in the reassessment cycle has created uncertainty and instability in property taxation, impacting both residential and commercial property owners;

AND WHEREAS the government has delayed an assessment update again in 2024, resulting in Ontario’s municipalities continuing to calculate property taxes using 2016 property values;

AND WHEREAS both current and outdated assessments are inaccurate, increase volatility, and are not transparent;

AND WHEREAS frequent and accurate reassessments are necessary to stabilize property taxes and provide predictability for property owners, residents, and businesses alike;

AND WHEREAS the staff at the Municipal Property Assessment Corporation would benefit from further skills enhancement and training in assessments, recognizing the importance of ensuring accurate evaluations for 100% of our municipality;

AND WHEREAS the Government has announced a review of the property assessment and taxation system with a focus on fairness, equity, and economic competitiveness, and therefore further deferring new property assessment;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Huron Shores hereby calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation;

AND THAT all Municipalities in Ontario and their constituents are encouraged to apply pressure to the Premier, daily, weekly, and monthly, to resolve the situation before it causes undo stress to everyone in the Municipality;

AND THAT a copy of this resolution be forwarded to the Premier, the relevant provincial authorities, the Municipal Property Assessment Corporation, and all municipalities in Ontario for their consideration, to make proper changes as quickly and efficiently as possible.”

Should you require anything further in order to address the above-noted resolution, please contact the undersigned

Yours truly,

A handwritten signature in black ink that reads "Roberts". The signature is written in a cursive style with a large initial 'R'.

Natashia Roberts

CAO/Clerk
NR/KN

Cc: Premier of Ontario, the relevant provincial authorities, the Municipal Property Assessment Corporation, and all municipalities in Ontario



Toronto Office
720 Bathurst Street, Toronto, ON M5S 2R4
Tel: 416.222.6930 | 1.877.346.HOPE(4673)
Fax: 416.222.6930

April 8, 2024

Dear The Board of Directors for the Federation of Northern Ontario Municipalities,

As you know, Hope Air has been tirelessly dedicated to providing access to healthcare by facilitating free travel arrangements for patients living in your community. We ensure that individuals can reach life-saving medical treatment far from home, regardless of distance or financial means.

We want to thank you for your support last year in our advocacy to the Ontario government, for funding to Hope to enable our charity to meet the ongoing and growing demand for our programs. In 2023, Hope Air supported over 3,300 travel arrangements for patients across Northern Ontario. We remain in discussions with the Ministry of Health on a potential funding partnership

On **June 7th**, Hope Air is working with municipalities across Northern Ontario to declare this day, "**Hope Air Day**" in Ontario. We are choosing this day to shine the spotlight on the unique medical travel needs of thousands of residents each year. In turn, we must continue to bring awareness to the issue of equitable access to health care for all.

I am writing to request your consideration that your Municipality adopt the attached proclamation declaring June 7th, Hope Air Day. We would be grateful for this support, in joining cities and towns across the North to recognize the impact of Hope Air.

I have attached a draft of the proclamation for your review.

Please let know if you have any questions with regard to this proclamation,

Warm Regards,

Mark Rubinstein

Mark Rubinstein
CEO
Hope Air

cc. Kristina De Marzio
Manager, Community Engagement

Municipal Proclamation

Hope Air Day

June 7, 2024

Whereas, access to healthcare is a fundamental right for all citizens, regardless of their geographic location;

Whereas, Hope Air, a charitable organization, has been tirelessly dedicated to providing access to healthcare by facilitating free flights and other services for patients living in rural and under-served communities in Ontario, ensuring they can receive vital medical treatment regardless of distance or financial means;

Whereas, Hope Air has been instrumental in bridging the gap between smaller communities and hospitals far from home, reducing the barriers that often prevent individuals from reaching medical care;

Whereas, the impact of Hope Air extends beyond the individual patients served, positively affecting families, communities, and the healthcare system as a whole by promoting wellness and reducing the burden of untreated medical conditions;

Whereas, the compassion, dedication, and commitment demonstrated by Hope Air and its volunteers embody the spirit of community and the belief in the inherent value of every individual's well-being;

Now, therefore, be it proclaimed by the [Name of Municipality] that June 7th, 2024, shall be known as "Hope Air Day" in recognition of the invaluable contributions made by Hope Air to the health and well-being of individuals in Ontario's remote and rural communities.

We urge all citizens to join us in celebrating Hope Air Day and to reflect on the significance of ensuring equitable access to healthcare for all members of our society. Let us reaffirm our commitment to supporting initiatives that promote health equity and extend our gratitude to Hope Air for their unwavering dedication to serving those in need.

Signed,

[Mayor's Signature]

[Mayor's Name]

Mayor of [Name of Municipality]

[Seal of the Municipality]

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca



Wednesday, April 10, 2024

Matthew Pearson
Chair
Ausable Bayfield Maitland Valley Source Protection Committee
71108 Morrison Line
RR3, Exeter Ontario
N0M 1S5

SENT VIA EMAIL: mpearson@bmross.net

RE: Recommended Phase-Out of Free Well Water Testing in the 2023 Auditor General's Report

Dear M. Pearson,

Please be advised of the following motion passed at the Monday, March 18, 2024, Goderich Town Council Meeting:

Moved By: Councillor Segeren
Seconded By: Deputy Mayor Noel

That the Town of Goderich direct a letter to Minister Lisa Thompson requesting that the province not proceed with the recommended phase-out of free private well testing in Ontario;

And Further That area municipalities, the Minister of Environment Conservation and Parks, the Minister of Health and Long-Term Care, other Source Protection Committees, and local health units be forwarded the letter and asked for their support.

CARRIED

If you have any questions, please do not hesitate to contact me at 519-524-8344 ext. 210 or afisher@goderich.ca.

Yours truly,

Andrea Fisher
Director of Legislative Services/Clerk
/ar

cc. Premier Doug Ford premier@ontario.ca
Hon. Paul Calandra Paul.Calandra@pc.ola.org

The Town of Goderich
57 West Street
Goderich, Ontario
N7A 2K5
519-524-8344
townhall@goderich.ca
www.goderich.ca



MPP Lisa Thompson, Huron–Bruce lisa.thompsonco@pc.ola.org
MPP Andrea Khanjin, Minister of Environment Conservation and Parks
andrea.khanjin@pc.ola.org
MPP Stan Cho, Minister of Long-Term Care Stan.Cho@pc.ola.org
Ontario Municipalities



April 11, 2024

Hon. Paul Calandra
Minister of Municipal Affairs and Housing
via Email:
minister.mah@ontario.ca

Re: Jurisdiction of Ontario's Ombudsman

The following resolution, adopted by City Council at their meeting on April 8, 2024, is forwarded for your information and necessary action.

That Council approve the recommendations outlined in [Report LSOCS24-005](#), dated April 2, 2024 of the Commissioner, Legislative Services, as follows:

- a) That the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, be requested to introduce a Bill to amend the Ombudsman Act to require the Ontario Ombudsman to provide to each municipality, if requested by the municipality, sufficient particulars of each investigation, matter or case respecting the municipality that is referred to in each of the Ombudsman's Annual Reports to permit the municipality to fully understand and address the subject matter of each such investigation, matter or case including:
 - i) a copy of each complaint, as applicable, redacted only to the extent of individuals' personal information contained therein;
 - ii) the identities of the municipality's employees, officers and members of Council with whom the Ombudsman was consulting in respect of the investigation, matter or case; and
 - iii) particulars of the outcome of the investigation, matter or case including the Ombudsman's findings, conclusions and recommendations, if any.
- b) That the City Clerk forward Council's resolutions resulting from Council's approval of these recommendations to Minister Calandra, MPP David Smith, the Association of Municipalities of Ontario and to the municipal Clerks of Ontario's municipalities.

Sincerely,

J. Kennedy

John Kennedy, City Clerk

cc: David Smith, MPP
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

- 24-41 Moved by: Gail Johnston
The Bonfield Public Library Board accepts the quote of \$6,633.08 (*including taxes*) from Innov8 for the replacement of the Library Multifunction Photo copier.
Seconded by: Donna Clark
Carried: Britney Morin
- 24-42 Moved by: Gail Johnston
The Bonfield Public Library Board authorizes that the sum of \$6,000 be transferred from The Reserve Account #1-03-050-150-075 to the Equipment Maintenance and Repair account #1-75-750-577-420, for the purchase of a Multifunction Photocopier.
Seconded by: Donna Clark
Carried: Britney Morin
- 24-43 Moved by: Donna Clark
THAT the Library Board meeting be adjourned at 8:06pm
Seconded by: Gail Johnston
Carried: Britney Morin

Secretary

Chairperson

April 24, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queens Park
Toronto ON M7A 1A1

DELIVERED VIA EMAIL

Dear Premier Ford,

Re: Motion regarding Accessible Ontario by 2025

Please be advised that at its regular meeting of April 23, 2024, Loyalist Township Council passed the following resolution:

Resolution 2024-93

Moved by Councillor Proderick
Seconded by Councillor Willis

WHEREAS the Accessibility for Ontarians With Disabilities Act (AODA) is ground-breaking legislation, created to help people with disabilities fully participate in society, bring them to the table in crafting regulations, and build mechanisms to enforce standards;

WHEREAS Rich Donovan, an expert in accessibility issues, was appointed as the Independent Reviewer of the Act in 2022, and in his 2023 legislative review declared a crisis as a necessary catalyst to get Ontario back on track for accessibility;

WHEREAS at least 2.9 million Ontarians currently live with a disability, representing at least 22% of the consumer base and the workforce, but due to barriers, Ontarians with disabilities are too often falling short of their full potential;

WHEREAS the AODA aims to develop, implement and enforce standards related to goods, services, accommodation, employment and buildings before Jan. 1, 2025, and municipalities, as the level of government closest to the people are at the front lines, developing, implementing and enforcing these standards without meaningful guidance on its implementation and/or enforcement by the Province;



WHEREAS people with disabilities and advocates note the slow pace of current and previous Ontario governments in implementing the AODA and there are growing concerns there will be no renewed push to keep accessibility issues at the forefront after 2025;

WHEREAS Loyalist Township is dedicated and committed to creating a welcoming environment so that all people may have equitable access to programs, goods, services and facilities, but making investments to achieve the AODA standards has been challenging given the lack of consistent and stable funding for municipalities to remove accessibility barriers;

THEREFORE BE IT RESOLVED THAT the Council of Loyalist Township strongly encourages action on the part of the Provincial Government to urgently:

- a) create a "Municipal Accessibility Fund" for municipalities to develop, implement and enforce AODA standards related to goods, services, accommodation, employment and buildings. Such a fund could be modeled after the Canada Community-Building Fund or the Ontario Cannabis Legalization Implementation Fund on a per household basis;
- b) to commit to working with municipalities to implement the Donovan Review immediate crisis recommendations;

AND FURTHER THAT a copy of this resolution be sent to Honourable Doug Ford, Premier of Ontario, Honourable Raymond Sung Joon Cho Minister of Seniors and Accessibility, Honourable Micheal Parsa, Minister of Children, Community, and Social Services, Honourable Sylvia Jones, Minister of Health, Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Federation of Canadian Municipalities, the Association of Municipalities of Ontario, and the Eastern Ontario Wardens Caucus, and all Ontario Municipalities for their support.

Motion carried.



Sincerely,

Anne Kantharajah

Anne Kantharajah
Township Clerk
akantharajah@loyalist.ca
613-386-7351 Ext. 121

cc: Honourable Raymond Sung Joon Cho Minister of Seniors and Accessibility
Honourable Micheal Parsa, Minister of Children, Community, and Social Services
Honourable Sylvia Jones, Minister of Health
Honourable Paul Calandra, Minister of Municipal Affairs and Housing,
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Eastern Ontario Wardens Caucus
Jim Hegadorn, Mayor, Loyalist Township
Rebecca Murphy, CAO, Loyalist Township
Councillor Proderick, Loyalist Township
Councillor Willis, Loyalist Township
Ontario Municipalities

April 24, 2024

Hon. Sylvia Jones, Minister of Health
Ministry of Health
5th Floor - 777 Bay St.
Toronto, ON M7A 2J3

DELIVERED VIA EMAIL

Dear Minister,

Re: Motion regarding Public Health Ontario Labs

Please be advised that at its regular meeting of April 23, 2024, Loyalist Township Council passed the following resolution:

Resolution 2024-94

Moved by Deputy Mayor Townend
Seconded by Councillor Willis

WHEREAS the mission of Public Health Ontario (PHO) is to "enable informed decisions and get actions that protect and promote health and contribute to reducing health inequities", there are grave concerns that the closure of six community-based PHO labs will increase health inequities, especially for rural communities; and

WHEREAS combined these labs collect and process thousands of water samples and time sensitive medical tests each day; and

WHEREAS there are grave concerns about the integrity of samples being compromised if travel time is increased by centralizing all tests to a few locations; and

WHEREAS these labs already process overflow tests and samples when labs such as Toronto and Ottawa cannot keep up to demand and many scaled up to meet demand during the COVID-19 pandemic; and

WHEREAS frequent drinking water testing services is vital for Ontarians who draw their water from private drinking water systems (i.e. wells) and protecting groundwater quality and quantity is a shared responsibility.



NOW THEREFORE BE IT RESOLVED THAT As stewards of care for the Safe Drinking Water Act, 2022, Council of Loyalist Township urges the provincial government to take caution against acting on the recommendations stated in the aforementioned audit report.

AND FURTHER THAT this motion be circulated to Honourable Sylvia Jones, Minister of Health, Shelby Kramp-Neuman MP of Hastings-Lennox and Addington, Ric Bresee MPP of Hastings-Lennox and Addington and all municipalities, for their support.

Motion carried.

Sincerely,

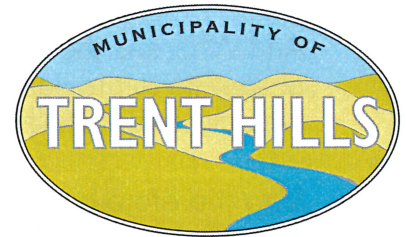
A handwritten signature in black ink that reads "Anne Kantharajah".

Anne Kantharajah
Township Clerk
akantharajah@loyalist.ca
613-386-7351 Ext. 121

cc: Shelby Kramp-Neuman MP - Hastings-Lennox & Addington
Ric Bresee, MPP Hastings - Lennox & Addington
Jim Hegadorn, Mayor, Loyalist Township
Rebecca Murphy, CAO, Loyalist Township
Deputy Mayor Townend, Loyalist Township
Councillor Willis, Loyalist Township
Ontario Municipalities

April 25, 2024

Honourable Doug Ford
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
doug.fordco@pc.ola.org



Come for a visit. Stay for a lifestyle.

Re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re: Funding Social Services

At its meeting of April 25, 2024, Council considered the update brought forward by Councillor Rob Pope re: Northumberland Inter-Municipal Task Force on Housing and Homelessness motion re: Funding Social Service and passed the following motion:

Motion No. THC-240425-21

Moved by Councillor Rob Pope
Seconded by Councillor Daniel Giddings

Whereas Ontario is experiencing a housing crisis, with housing costs far exceeding affordable levels by any standard including in Northumberland County;

And Whereas the prevalence of homelessness is quickly increasing beyond the capacity of local governments to create new emergency, transitional, or affordable housing;

And Whereas homelessness is a condition that can largely be prevented with adequate resources, but that nonetheless puts an increasing number of residents at risk of considerable harm or death;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant economic costs to lower and upper tier municipalities as well as to the province in the form of higher policing, first responder, healthcare, and economic development costs, among others;

And Whereas insufficient housing and social services fail not only to provide for those experiencing homelessness, but also cause significant social costs in communities that experience social estrangement, insecurity, and fear associated with increased crime and visible drug use, all of which causes considerable social and political unrest;

And Whereas the Province of Ontario dictates the requirement for social services including emergency shelters, but limits their operation through insufficient funding, thereby causing said economic and social costs at the upper and lower tiers of municipal governance;

And Whereas the municipalities of Northumberland County recognize our moral and legal obligation to provide adequate shelter and public safety for all residents, but are limited in our capacity to unilaterally do so by constrained finances;

Now therefore be it resolved that the Municipality of Trent Hills, along with other Northumberland County municipalities, call upon the Province of Ontario to significantly increase funding for housing, shelters, and other necessary social services to ensure adequate levels of service to meet the needs of our residents;

And that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, to the Honourable Paul Calandra, Minister for Municipal Affairs and Housing, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland-Peterborough South, and to all Ontario municipalities.

Carried.

Should you have any questions, please do not hesitate to contact the Municipality.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Douglas Irwin', written in a cursive style.

J. Douglas Irwin
Director of Legislative Services/Clerk

March 14, 2024

Re: Item for Discussion – Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework

At its meeting of March 13, 2024, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-053, regarding Resolution of Support Regarding Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework, as follows:

“WHEREAS the current provincial-municipal fiscal arrangements are undermining Ontario’s economic prosperity and quality of life;

AND WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

AND WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

AND WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

AND WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

AND WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

AND WHEREAS property taxpayers – including people on fixed incomes and small businesses – can’t afford to subsidize income re-distribution programs for those most in need;

AND WHEREAS the province can, and should, invest more in the prosperity of communities;

AND WHEREAS municipalities and the provincial government have a strong history of collaboration;

NOW THEREFORE, BE IT RESOLVED THAT the Town of Bracebridge calls on the Province of Ontario commit to undertaking, with the Association of Municipalities of Ontario, a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

telephone: (705) 645-5264
corporate services and finance fax: (705) 645-1262
public works fax: (705) 645-7525
planning & development fax: (705) 645-4209

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Finance; the Local Member of Provincial Parliament; the Association of Municipalities of Ontario; the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO); the Muskoka and Area Indigenous Leadership Table (MAILT); and all Ontario Municipalities.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read "Lori McDonald". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Lori McDonald
Director of Corporate Services/Clerk



The Corporation of the Township of Georgian Bluffs

April 30, 2024

Re: Resolution to Support - Request to the Province of Ontario for New Provincial-Municipal Fiscal Framework

To whom I may concern,

Please be advised that Council for the Township of Georgian Bluffs considered the above-noted matter and passed resolution RES2024-071 at the April 10, 2024, meeting of Council:

RES2024-071

Moved By: Councillor Isaac Shouldice

Seconded By: Deputy Mayor Grant Pringle

That staff forward a letter in support of the resolution from the Town of Bracebridge.

Carried

The resolution from the Town of Bracebridge is attached below.

Thank you,

Rayburn Murray
Deputy Clerk
Township of Georgian Bluffs
519-376-2729 x. 603 | rmurray@georgianbluffs.ca

THE CORPORATION OF THE TOWN OF SMITHS FALLS
Regular Council Meeting

Resolution Number 2024-04-074
Title: Basic Income Guarantee
Date: Monday, April 8, 2024

Moved by J Miller
Seconded by P McKenna

WHEREAS, per Statistics Canada data, in 2020 the median after-tax household income in Smiths Falls was \$56,400, the lowest of any lower or single-tier municipality in Lanark County (Beckwith the highest, at \$107,000), and compared to \$77,000 for Lanark County as a whole;

WHEREAS, per the 2021 Census of Canada 1490 out of 9085 residents of Smiths Falls (16.4% of the total) lived in low income, based on the Low Income After Tax (LIM-AT) measure;

WHEREAS, of the 1490 Smiths Falls citizens living in low income in 2021, 120 of them were children five years old or younger, 215 of them were children between the ages of six and 17, and 365 of them were seniors aged 65 or over;

WHEREAS, the level of income is one of the most important social determinants of health, and relates to many other determinants including education and literacy, healthy behaviours, one's social environment, and employment and work conditions;

WHEREAS, low income is strongly correlated with a wide range of negative health outcomes, including heart disease, cancer, diabetes, and poor mental health, and with shorter life expectancies compared to higher income persons;

WHEREAS, the minimum wage in Ontario and the maximum amounts of financial support available through Ontario Works (OW) and the Ontario Disability Support Program (ODSP) are deeply insufficient to meet the basic needs of full-time minimum wage workers, or of individuals or families drawing OW or ODSP support;

WHEREAS, ongoing, widespread, and rapid changes in labour markets, including due to outsourcing, artificial intelligence, automation, and advance of the "gig" economy, are causing more and more people to be exposed to labour changes beyond their control, adding to their vulnerability to low income;

WHEREAS, basic income is a means by which individuals, families, and whole communities can be less vulnerable to negative changes in health, relationship or family status, and labour markets, and better able to navigate transitions and challenging circumstances;

WHEREAS, basic Income is money distributed to eligible people, regularly, reliably, and without work requirement, and which, absent other income, should meet basic human needs;

WHEREAS, basic income exists in Canada in the form of longstanding programs like the Canada Child Benefit and the Guaranteed Income Supplement for seniors, programs with demonstrated positive impacts on basic income recipients, economies, and our greater society;

WHEREAS, there is need to establish basic income security for working-age adults in Canada who, at present and in general, lack sufficient social protection against low income;

WHEREAS, there is a growing body of evidence that basic income is not a disincentive on the pursuit or retention of employment and that, further, basic income is more likely to support such pursuit or retention given its stabilizing effect in the lives of people;

WHEREAS, the gross cost of a basic income program is reduced to a net cost once various funding options are exercised and the fiscal benefits of basic income are realized (e.g., basic income as a local economic stimulus);

WHEREAS, Canada, one of the wealthiest nations in the world, has the fiscal capacity to support a

basic income guarantee for working-age adults;

WHEREAS, the call for basic income in Canada has been and is being made by public health authorities, including the Leeds, Grenville and Lanark District Health Unit per its November 2023 report on food insecurity within the health region;

WHEREAS, the call for basic income in Canada has been and is being made by many other interests, including a growing number of municipalities in Ontario and beyond, and by a range of provincial and federal parliamentarians;

WHEREAS, a 2022 national public opinion poll suggests that six in 10 adults in Canada support the concept of basic income;

AND WHEREAS, the Town of Smiths Falls wishes to add its municipal voice to the call for a basic income guarantee for working-age adults in Canada.

THEREFORE, BE IT RESOLVED:

- 1) That the Town of Smiths Falls supports the concept of a basic income guarantee for working-age adults to help combat low income and economic vulnerability within our community;
- 2) That the Town of Smiths Falls calls upon the federal and the provincial and territorial governments to collaborate on the design, introduction, implementation, and ongoing evaluation of a national basic income guarantee program for working-age adults;
- 3) That the Council of the Town of Smiths Falls directs the Mayor to write (a) a letter to Prime Minister Justin Trudeau, copy to relevant federal ministers and to Lanark-Frontenac-Kingston MP Scott Reid; and (b) a letter to Ontario Premier Doug Ford; copy to relevant provincial ministers and to Lanark-Frontenac-Kingston MPP John Jordan, calling on these orders of government to collaborate on the design, introduction, implementation, and ongoing evaluation of a national basic income guarantee program for working-age adults;
- 4) That the Council of the Town of Smiths Falls directs the Mayor to write a letter to each of the Mayor's counterparts in the lower-tier municipalities in Lanark County, encouraging each municipality to also pass a resolution similar to that adopted by the Town of Smiths Falls;
- 5) That a copy of this resolution be shared with all other municipalities in Ontario, and with the presidents of the Eastern Ontario Mayors Caucus, the Eastern Ontario Wardens' Caucus, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and the Federation of Canadian Municipalities.

Carried

Mayor



SMITHS FALLS

RISE AT THE FALLS

RECORDED VOTE

COUNCIL MEETING DATE: April 8/2024.

ISSUE: 9.3 Basic Income Guarantee

BYLAW/RESOLUTION NO. _____

MEMBER	YEA	NAY
J Brennan		✓
D Quinn		✓
J Miller	✓	
P McKenna	✓	
S Robinson		✓
C McGuire	✓	
S Pankow	✓	
TOTAL	4	3

Carried

Defeated

Kastello
Clerk

- requested by J. Brennan

Bonfield cornhole tournament

Steve Featherstone <sfeatherstone@bonfieldtownship.com>

Sat 5/4/2024 6:13 PM

To:Nicky Kunkel <cao.clerk@bonfieldtownship.com>;Andrée Gagné <deputyclerk@bonfieldtownship.com>;Casandra Klooster <officeclerk@bonfieldtownship.com>

Cc:Jason Corbett <jcorbett@bonfieldtownship.com>

Hello

We would like to rent the arena for July 20th for our cornhole fundraiser. This will be licensed event.

Proposed schedule.

Set up 9am

Games start 11am

Games finished at 5pm

Dinner and cleanup. Expected to leave by 7pm

Unfortunately we would need the bigger pieces of the skateboard park moved to a very end. If possible can the arena floor be swept cleaned, and 10 picnic tables be brought to the soccer field side of the arena? We would also like to use the fridge, freezer and canteen.

We know we could request a cheaper rate for rent however if the arena can be cleaned and tables moved we are willing to pay an additional \$150 bringing the total to \$500 for the day

Please let me know if there are any issues with this. Thanks again.

Steve and Jason

Sent from my Bell Samsung device over Canada's largest network.

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2024-36

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

WHEREAS it is the desire of Council to confirm all Proceedings and By-Laws:

NOW THEREFORE the Council of the Corporation of the Township of Bonfield **ENACTS AS FOLLOWS:**

1. THAT the Confirmatory Period of this By-Law shall be for all Regular Council and Special Meetings from April 30, 2024 to May 14, 2024 inclusive.
2. THAT all By-Laws passed by the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.
3. THAT all resolutions passed by the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.
4. THAT all other proceedings, decisions and directions of the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.

READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS 14th DAY OF MAY 2024.

MAYOR

CLERK