



AGENDA

REGULAR MEETING OF COUNCIL
Monday, January 27, 2025 at 6:30 PM
IN THE CIVIC CENTRE COUNCIL CHAMBERS

KINDLY TURN OFF ALL CELL PHONES FOR THE DURATION OF THE MEETING

1. **CALL MEETING TO ORDER** 6:30 p.m.

INDIGENOUS LAND ACKNOWLEDGEMENT

The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.

We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.

2. **APPROVAL OF AGENDA**
3. **DISCLOSURE OF PECUNIARY INTEREST**
4. **DELEGATIONS** - None
5. **COMMITTEE OF ADJUSTMENT** – None

6. **CONSENT AGENDA**

Items listed under the Consent Agenda are considered routine and will be enacted in one motion. A member of Council may request one or more items to be removed from the Consent Agenda for separate discussion and/or Action.

- 6.1 Council and Committee Meeting Minutes
6.1.1 Regular Council Meeting Minutes for Monday, January 13, 2025

7. **BUSINESS**

- 7.1 2023 Financial Statement Presentation
7.2 Chapleau Airport Facilities Assessment – CYLD Chapleau Airport
7.3 Chapleau Drag Races request for Use of the Airport Grounds
7.4 Water and Wastewater Capital Projects Funding
7.5 2024 Integrity Commissioner Report and 2025 Fee Schedule
7.6 Tax Rate for Utility Billing Report

8. ACCOUNTS PAYABLE

9. RESOLUTIONS

- 9.1 By-law 2025-07, Being a by-law to provide for imposing upon owners or occupants of land a final 2025 Refuse Collection Rate.
- 9.2 By-law 2025-08, Being a by-law to provide for imposing the final 2025 sewage service rate upon owners or occupants of land who use sewage works.
- 9.3 By-law 2025-09, Being a by-law to provide for the management, maintenance and regulation of the waterworks system and to fix the final 2025 rates for the use.
- 9.4 By-law 2025-10, Being a by-law to Amend Fees and Charges By-law for Cemetery Services.

10. CORRESPONDENCE

- A. County of Frontenac resolution to support increasing the maximum annual Tile Drain loan limit to a minimum of \$250,000, dated January 15, 2025.
- B. Town of Pelham resolution regarding the Redistribution of the Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding, dated January 16, 2025.
- C. Municipality of South Huron resolution for TAPMO Letter Regarding Pre-Budget Announcement, dated January 15, 2025.
- D. Ministry of Rural Affairs letter regarding Ontario's Rural Economic Development Strategy, dated January 19, 2025
- E. City of Peterborough Bill 242, Safer Municipalities Act, 2024 resolution dated January 21, 2025.
- F. Municipality of St. Charles resolution regarding the Establishment of an Ontario Rural Road Safety Program, dated December 11, 2024.
- G. Ministry of Rural Affairs letter regarding Ontario's Rural Economic Development Strategy, dated January 19, 2025.
- H. Municipal Housing Infrastructure Program email regarding Health and Safety Water Stream Funding dated January 24, 2025.

11. IN CAMERA

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of January 13, 2025.
- 11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*
 - Human Resources

12. CONFIRMATORY BY-LAW

13. ADJOURNMENT

CONSENT AGENDA



REGULAR MEETING OF COUNCIL
MONDAY, JANUARY 13, 2025 at 6:30 PM
 IN THE CIVIC CENTRE COUNCIL CHAMBERS

Attendance:

Council: Mayor Ryan Bignucolo
 Deputy Mayor Lisi Bernier
 Councillor Cathy Ansara
 Councillor Alex Lambruschini
 Councillor Paul Bernier

Staff: Judith Meyntz, CAO
 Réjean Raymond, Operations Director

Guests: 0

Attendees: 0

1. CALL MEETING TO ORDER

THAT the Council of the Corporation of the Township of Chapleau does hereby call the Regular Council Meeting of Monday, January 13, 2025 to order at 6:30 p.m.

INDIGENOUS LAND ACKNOWLEDGEMENT

The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.

We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.

2. APPROVAL OF AGENDA
RESOLUTION 01-01:
C. ANSARA – P. BERNIER

WHEREAS the Members of Council have been presented with an Agenda for the Regular Council Meeting of Monday, January 13, 2025;

BE IT RESOLVED THAT the Agenda be adopted as amended.

Add Business Item 7.6 Paperless Tax and Utility Billing

Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST**

Mayor Bignucolo requested that any pecuniary interest be declared for the record.

4. **DELEGATIONS** - None

5. **COMMITTEE OF ADJUSTMENT** - None

6. **CONSENT AGENDA**
RESOLUTION 01-02:
L. BERNIER – P. BERNIER

WHEREAS the Council of the Township of Chapleau has reviewed the Consent Agenda consisting of:

- 6.1 Council and Committee Meeting Minutes
 - 6.1.1 Regular Council Meeting Minutes for Monday, December 16, 2024

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Chapleau does hereby approve the Regular Council Meeting Minutes for Monday, December 16, 2024.

Carried.

7. **BUSINESS**
RESOLUTION 01-03:
P. BERNIER – C. ANSARA

- 7.1 2025 Insurance Policy Renewal

THAT the Council of the Township of Chapleau does hereby approve the 2025 Insurance Policy through BrokerLink for a total policy premium in the amount of \$217,247.00 plus HST of \$15,525.52 (exclusive of the automobile coverages) for a total of \$232,772.52.

Carried.

RESOLUTION 01-04:
C. ANSARA – P. BERNIER

- 7.2 Refuse Bins Tender Report

THAT the Council of the Township of Chapleau does hereby receive the report “*Recommendation to Cancel the Purchase of 1000 units of Green Wheeled Garbage Bins*” from Réjean Raymond, Operations Director;

AND FURTHERMORE, THAT Council does approve the recommendation to cancel the purchase of the green wheeled garbage bins.

Carried.

RESOLUTION 01-05:

A. LAMBRUSCHINI – L. BERNIER

7.3 Bomag Tires Rebuild Report

THAT the Council of the Township of Chapleau does hereby receive the report “*Bomag Wheels*” from Réjean Raymond, Operations Director;

AND FURTHERMORE, THAT Council does approve the recommendation to purchase the 2008 Bomag for approximately \$240,000.00 plus HST;

AND THAT Council further approves the use of unexpected revenue from 2024 from the contaminated petroleum revenue (\$17,500.00) and the scrap metal (\$37,500.00) and take the balance from the landfill reserve.

Carried.

RESOLUTION 01-06:

A. LAMBRUSCHINI – C. ANSARA

7.4 APANO Awareness Months

THAT the Council of the Township of Chapleau does hereby receives the letter from APANO Chapleau for the Community Wellness Program;

AND THAT Council does approve the promoting of Awareness Months through monthly proclamations;

AND FURTHERMORE, THAT Council will publicize the guest speaker events in our community.

Carried.

RESOLUTION 01-07:

L. BERNIER – P. BERNIER

7.5 JJAM FM Request for Sponsorship – Pike Ice Fishing Derby

THAT the Council of the Township of Chapleau does hereby approve the purchase of the Pike Ice Fishing Derby sponsorship package through JJAM FM for the total price of \$200.00 plus HST.

Carried.

RESOLUTION 01-08:

C. ANSARA – P. BERNIER

7.6 Paperless Tax and Utility Billing

Clerk’s Note: Council has requested that the Clerk write a report for the next Council meeting detailing the benefits by moving to paperless billing.

8. **ACCOUNTS PAYABLE:**
RESOLUTION 01-09:
L. BERNIER – P. BERNIER

THAT the Council of the Corporation of the Township of Chapleau does hereby receive for information the Accounts Payable listing in the amount of \$1,358,778.95 for the period ending December 24, 2024.

Carried.

9. **RESOLUTIONS:**
RESOLUTION 01-10:
C. ANSARA – P. BERNIER

9.1 Tax Levy By-law 2025-01, being a by-law to provide for an Interim Tax Levy

THAT By-law Number 2025-01, Being a By-Law to provide for an Interim Tax Levy by the Township of Chapleau be read a first and second time on this day 13th of January, 2025;

AND FURTHER be Read a third time, passed and properly signed and sealed this 13th day of January, 2025.

Carried.

RESOLUTION 01-11:
L. BERNIER – C. ANSARA

9.2 Borrowing By-law 2025-02, being the Municipal Borrowing By-law

THAT By-law Number 2025-02, Being the Municipal Borrowing By-Law be read a first and second time on this day 13th of January, 2025;

AND FURTHER be Read a third time, passed and properly signed and sealed this 13th day of January, 2025.

Carried.

RESOLUTION 01-12:
P. BERNIER – C. ANSARA

9.3 By-law 2025-03, Being a by-law to adopt an Emergency Management Program and Emergency Management Response Plan and to meet other requirements under the Emergency Management and Civil Protection Act.

THAT By-law Number 2025-03, Being a by-law to adopt an Emergency Management Program and Emergency Management Response Plan and to meet other requirements under the Emergency Management and Civil Protection Act be read a first and second time on this day 13th of January, 2025;

AND FURTHER be Read a third time, passed and properly signed and sealed this 13th day of January, 2025.

Carried.

RESOLUTION 01-13:

P. BERNIER – L. BERNIER

- 9.4 By-law 2025-04, Being a by-law to Authorize the Mayor and CAO to execute an Agreement between the Corporation and the Province of Ontario for the Fire Protection Grant.

THAT By-law Number 2025-04, Being a by-law to Authorize the Mayor and CAO to execute an Agreement between the Corporation and the Province of Ontario for the Fire Protection Grant be read a first and second time on this day 13th of January, 2025;

AND FURTHER be Read a third time, passed and properly signed and sealed this 13th day of January, 2025.

Carried.

RESOLUTION 01-14:

A. LAMBRUSCHINI – C. ANSARA

- 9.5 Cemetery By-law 2025-05, Being a by-law to establish maintenance, management, regulation and control of cemeteries in the Township of Chapleau.

THAT By-law Number 2025-05, Being a by-law to establish maintenance, management, regulation and control of cemeteries in the Township of Chapleau be read a first time on this day 13th of January, 2025;

AND THAT Staff proceed to post notice of the Cemetery By-Law Change on a sign at the Cemetery for four weeks, once in the Newspaper, and delivered to all suppliers of Markers as per the Bereavement Authority of Ontario (BAO);

AND FURTHERMORE, THAT Staff send the document to the BAO for their approval.

Carried.

10. CORRESPONDENCE:

RESOLUTION 01-15:

P. BERNIER – A. LAMBRUSCHINI

THAT the Council of the Township of Chapleau receives the Correspondence from the January 13, 2025 Council Agenda with no items extracted for discussion.

Carried.

11. IN CAMERA:

Adjourn to In Camera Session

RESOLUTION 01-16:
L. BERNIER – P. BERNIER

THAT the Corporation of the Council of the Township of Chapleau move into In Camera Session on Monday, January 13, 2025 at 6:57 p.m. for the following matters:

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of November 25, 2024.
- 11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*
- Human Resources (2 Items)

Reconvene to Regular Meeting

RESOLUTION 01-17:
C. ANSARA – P. BERNIER

THAT this meeting be reconvened to a Regular Meeting at 7:07 p.m.

Matters Arising from In Camera Session

RESOLUTION 01-18:
L. BERNIER – C. ANSARA

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of November 25, 2024.

THAT the Council of the Township of Chapleau does hereby approve the In-Camera Minutes for November 25, 2024 as presented.

Carried.

RESOLUTION 01-19:
P. BERNIER – C. ANSARA

- 11.2 Personal matters about an identifiable individual, including municipal or local board employees pursuant to *Ontario Municipal Act, Section 239(2)(b)*
- Human Resources

Physician Recruitment

THAT the Council of the Township of Chapleau does hereby approve meeting with the new co-CEO in charge of Physician Recruitment at the first Council Meeting in March, 2025 to work together to create a plan.

Carried.

12. CONFIRMATORY BY-LAW
RESOLUTION 01-20:
A. LAMBRUSCHINI – L. BERNIER

THAT By-law No. 2025-06, being a confirmatory by-law for the Regular Council Meeting of Monday, January 13, 2025 be given a First, Second, Third and final reading and is passed as of this date.

Carried.

**13. ADJOURNMENT
RESOLUTION 01-21:**

A. LAMBRUSCHINI – C. ANSARA

WHEREAS the business of the Meeting has concluded:

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 7:09 p.m. until the Regular Council meeting of Monday, January 27, 2025 at 6:30 p.m. or the call of the Chair.

Carried.

Ryan Bignucolo Mayor

Judith Meyntz CAO

BUSINESS

Consolidated Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF CHAPLEAU**

Year ended December 31, 2023

DRAFT

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

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Year ended December 31, 2022

Consolidated Financial Statements

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Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of The Corporation of the Township of Chapleau (the "Township") are the responsibility of the Township's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by Management.

Council meets with Management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the Township. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Township's consolidated financial statements.

Judith Meyntz
Chief Administrative Officer

Les Jones
Chief Financial Officer and Treasurer



KPMG LLP
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Telephone 705 675 8500
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INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of
The Corporation of the Township of Chapleau

Opinion

We have audited the accompanying consolidated financial statements of The Corporation of the Township of Chapleau (the "Township"), which comprise:

- the consolidated statement of financial position as at December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Township as at December 31, 2023, and its consolidated results of operations and accumulated surplus, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report.

We are independent of the Township in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Emphasis of Matter – Comparative Information

We draw attention to Note 2 of the financial statements (“Note 2”), which explains that certain comparative information presented for the year ended December 31, 2022 has been restated.

Note 2 explains the reason for the restatement and also explains the adjustments that were applied to restate certain comparative information.

Our opinion is not modified in respect of this matter.

Other Matter – Comparative Information

As part of our audit of the financial statements for the year ended December 31, 2023, we also audited the adjustments that were applied to restate certain comparative information presented for the year ended December 31, 2022. In our opinion, such adjustments are appropriate and are properly applied.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is responsible for assessing the Township’s ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Township or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Township’s financial reporting process.

Auditor’s Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



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We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Township's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Township to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group Entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - note 2)
Financial assets		
Cash	\$ 8,362,199	\$ 6,589,250
Investments (note 3)	5,538,207	5,410,635
Taxes receivable	874,430	745,262
User charges receivable	247,438	413,772
Accounts receivable (note 4)	277,597	244,547
Accrued interest receivable	53,189	41,350
Investments in government business enterprises (note 11)	3,096,546	3,084,370
	<u>18,449,606</u>	<u>16,529,186</u>
Financial liabilities		
Accounts payable and accrued liabilities	648,685	625,195
Deferred revenue - other	683,908	337,258
Vested sick leave benefits (note 7)	15,000	15,000
Asset retirement obligation (note 8)	2,333,294	2,262,477
Long-term liabilities (note 9)	618,458	970,792
	<u>4,299,345</u>	<u>4,210,722</u>
Net financial assets	14,150,261	12,318,464
Non-financial assets		
Tangible capital assets (note 16)	26,375,756	26,247,736
Inventory and prepaids	48,142	45,664
	<u>26,423,898</u>	<u>26,293,400</u>
Commitments (note 10)		
Contingencies (note 14)		
Subsequent event (note 21)		
Accumulated surplus (note 15)	<u>\$ 40,574,159</u>	<u>\$ 38,611,864</u>

The accompanying notes are an integral part of these consolidated financial statements.

On behalf of Council:

_____ Mayor

_____ Treasurer

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 12)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxation	\$ 3,012,293	\$ 3,028,374	\$ 2,831,317
User charges	2,563,351	3,120,372	2,719,744
Government of Canada grants	298,493	129,994	167,151
Province of Ontario grants	1,787,690	1,745,046	1,807,816
Investment income	16,000	504,051	219,286
Licenses and permits	15,280	21,840	18,638
Fines and penalties	9,000	18,401	11,634
Penalties and interest on taxes and user charges	37,000	148,072	128,375
Share of income in government business enterprises	-	12,176	132,609
Other	87,700	97,292	67,472
Loss on sale of capital assets	-	(13,354)	(23,679)
Total revenue	7,826,807	8,812,264	8,080,363
Expenses:			
General government	1,064,194	1,041,585	1,095,471
Protection to persons and property	813,856	818,046	771,649
Transportation services	1,346,135	1,829,865	1,646,909
Environmental services	1,813,616	1,723,844	1,639,358
Health services	364,116	272,887	261,060
Social and family services	75,108	147,283	158,185
Recreational and cultural services	761,491	882,482	778,512
Planning and development	150,672	133,977	145,602
Total expenses	6,389,188	6,849,969	6,496,746
Annual surplus	1,437,619	1,962,295	1,583,617
Accumulated surplus, beginning of year as previously stated	38,611,864	38,611,864	37,580,141
Adjustment on adoption of the asset retirement obligation standard		-	(551,894)
Accumulated surplus, end of year	\$ 40,049,483	\$ 40,574,159	\$ 38,611,864

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Changes in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	2022 Budget (note 12)	Actual 2023	Actual 2022 (Restated - note 2)
Annual surplus	\$ 1,437,619	\$ 1,962,295	\$ 1,583,617
Acquisition of tangible capital assets	-	(1,102,746)	(966,602)
Amortization of tangible capital assets	-	961,372	936,842
Adjustment on adoption of the asset retirement obligation standard	-	-	665,534
Loss on disposal of tangible capital assets	-	13,354	23,679
	1,437,619	1,834,275	2,243,070
Use (acquisition) of inventory and prepaids	-	(2,478)	4,718
Change in net financial assets	1,437,619	1,831,797	2,247,788
Net financial assets, beginning of year	12,318,464	12,318,464	10,070,676
Net financial assets, end of year	\$ 13,756,083	\$ 14,150,261	\$ 12,318,464

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - Note 2)
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 1,962,295	\$ 1,583,617
Items not involving cash:		
Amortization of tangible capital assets	961,372	936,842
Loss on disposal of tangible capital assets	13,354	23,679
Change in asset retirement obligation	70,817	171,050
	<u>3,007,838</u>	<u>2,715,188</u>
Change in non-cash assets and liabilities:		
Decrease in taxes receivable	(129,168)	4,606
Decrease (increase) in user charges receivable	166,334	8,633
Decrease (increase) in accounts receivable	(33,050)	(18,117)
Decrease (increase) in accrued interest receivable	(11,839)	(8,584)
Decrease (increase) in inventory and prepaids	(2,478)	4,718
Increase (decrease) in accounts payable and accrued liabilities	23,490	(62,972)
Increase in investment of government business enterprises	(12,176)	(132,609)
Decrease in deferred revenue	346,650	(136,715)
Net change in cash from operating activities	<u>3,355,601</u>	<u>2,374,148</u>
Capital activities:		
Acquisition of tangible capital assets	(1,102,746)	(966,602)
Net change in cash from capital activities	<u>(1,102,746)</u>	<u>(966,602)</u>
Financing activities:		
Principal repayment on long-term liabilities	(352,334)	(204,308)
Net change in cash from financing activities	<u>(352,334)</u>	<u>(204,308)</u>
Investing activities:		
Increase in investments	(127,572)	(72,016)
Net change in cash from investing activities	<u>(127,572)</u>	<u>(72,016)</u>
Increase in cash	1,772,949	1,131,222
Cash, beginning of year	6,589,250	5,458,028
Cash, end of year	<u>\$ 8,362,199</u>	<u>\$ 6,589,250</u>

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

The Corporation of the Township of Chapleau (the "Township") is a municipality in the Province of Ontario, Canada. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act and other related legislation.

1. Significant accounting policies:

The consolidated financial statements of the Township are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Township are as follows:

(a) Reporting entity:

(i) Consolidated entities:

These consolidated financial statements reflect the assets, liabilities, revenues, expenses and fund balances of the reporting entity and include the activities of all committees of Council and the following boards and enterprises which are under the control of Council:

Chapleau Public Library Board

All interfund assets, liabilities, revenues and expenses have been eliminated.

(ii) Investment in government business enterprises:

The investment in the Township's 100% owned government business enterprise, Chapleau Public Utilities Corporation, is accounted for on a modified equity basis, consistent with Canadian generally accepted accounting principles as recommended by PSAB for investments in government business enterprises. Under the modified equity basis, the government business enterprises' accounting policies are not adjusted to conform with those of the Township and inter-organizational transactions and balances are not eliminated. The Township recognizes its equity interest in the annual income or loss of the government business enterprises in its consolidated statement of operations with a corresponding increase or decrease in its investment in government business enterprise account. Any dividends that the Township may receive from the government business enterprises will be reflected as reductions in the investment asset account.

(iii) Joint Local Boards

These consolidated financial statements reflect contributions to the following joint local boards, which are not under the direct control of council as expense in the consolidated statement of operations and accumulated surplus:

Sudbury & District Health Unit

Manitoulin-Sudbury District Social Services Administration Board

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(a) Reporting equity (continued):

(iv) Accounting for school board transactions:

The Township collects taxation revenue on behalf of the school boards. The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards are not reflected in the consolidated financial statements.

(v) Trust funds:

Trust funds and their related operations administered by the Township are not included in the consolidated financial statements but are reported separately.

(b) Basis of accounting:

(i) Accrual basis of accounting:

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

(ii) Investments:

Investments are carried at cost unless a decline in value is considered to be other than temporary, at which time the investments and deposits are written down to net realizable value. Income on investments and deposits is recognized on an accrual basis.

(iii) Reserve and Reserve Funds:

Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Transfers to and from reserves and reserve funds are an adjustment to the respective fund when approved.

(iv) Pensions and employee benefits:

The Township accounts for its participation in the Ontario Municipal Employee Retirement System ("OMERS"), a multi-employer public sector pension fund, as a deferred contribution plan.

Vacation entitlements are accrued for as entitlements are earned. Sick leave benefits are accrued where they are vested and are subject to pay out when an employee leaves the Township's employment.

(v) Solid waste management liabilities:

Solid waste management liabilities are accounted for on the accrual basis as a charge to environmental services expenses.

(vi) Deferred revenue - obligatory reserve funds:

The Township receives revenues under the authority of federal and provincial legislation and Township by-laws. These funds, by their nature, are restricted in their use and, until applied to specific expenses, are recorded as deferred revenue. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(b) Basis of accounting (continued):

(vii) Deferred revenue – other:

The Township receives certain amounts pursuant to funding agreements that may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recorded as deferred revenue and are recognized as revenue in the fiscal year the eligibility criteria has been met (i.e. related expenses are incurred, services are performed) except when stipulations are present and to the extent that the transfer give rise to an obligation that meets the definition of a liability.

(viii) Financial instruments:

The Township initially measures its financial assets and financial liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument.

The Township subsequently measures its financial assets and financial liabilities at amortized cost, except for investments in equity securities that are quoted in an active market or financial assets or liabilities designated to the fair value category, which are subsequently measured at fair value. Unrealized changes in fair value are recognized in the statement of operations in the period they occur.

Financial assets measured at amortized cost include cash, taxes receivable, user charges receivable, grants receivable and other account receivables.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and long-term debt.

Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in operations. When events occurring after the impairment confirm that a reversal is necessary, the reversal is recognized in operations, in the period it is identified and measurable, up to the amount of the previously recognized impairment.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(b) Basis of accounting (continued):

(ix) Asset retirement obligation:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- (i) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (ii) The past transaction or event giving rise to the liability has occurred;
- (iii) It is expected that the future economic benefits will be given up; and
- (iv) A reasonable estimate of the amount can be made.

The liability for closure of operational sites and post-closure care relating to landfill sites has been recognized based on estimated future expenses. An additional liability for required remediation activities in several of the buildings owned by the Township has also been recognized based on estimated future expenses on closure of the facility.

The asset retirement obligation for the Township's landfills is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The increase to the tangible capital assets is being amortized in accordance with the depreciation accounting policies outlined in note 1(d).

(x) Revenue recognition:

The Township prepared tax billings based on assessment rolls issued by Municipal Property Assessment Corporation, in accordance with rates established and approved annually by Council and the Province of Ontario. Taxation revenue is recognized in the period in which the taxes are levied.

Government transfers are recognized in the period in which the events giving rise to the transfer occurred, provided that the transfer is authorized and the amount can be reasonably estimated. Government grants are recognized when approved to the extent the related expenditures have been incurred and collection can be reasonably assured.

Any amount received but restricted is recorded as a defined revenue in accordance with Section 3100 of the Public Sector Accounting Handbook and recognized as revenue in the period the resources are used for the purposes specified.

User fees and other revenues are recognized when the services are performed or goods are delivered, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and fees are fixed or determinable. Amounts received for future services are deferred until the service is provided.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(b) Basis of accounting (continued):

(xi) Use of estimates:

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Significant items subject to such estimates and assumptions include the valuation allowances for taxes, accounts receivables and solid waste management liabilities. Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

In addition, the Township's implementation of the Public Sector Accounting Handbook PS3150 has required management to make estimates of historical cost and useful lives of tangible capital assets.

Actual results could differ from these estimates.

(c) Non-financial assets:

Tangible capital and other non-financial assets are accounted for as assets by the Township because they can be used to provide services in future periods. These assets do not normally provide resources to discharge the liabilities of the Township unless they are sold.

(d) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, design, construction, development, improvement or betterment of the tangible capital asset. The cost, less residual value, of the tangible capital assets, excluding land and landfill sites, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Buildings	20 - 80
Bridges and culverts	45 - 80
Vehicles	12 - 35
Machinery and equipment	5 - 15
Water and sewer	75 - 85
Roads	25 - 75

Landfill sites are amortized using the units of production method based upon capacity used during the year.

Annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

1. Significant accounting policies (continued):

(d) Tangible capital assets (continued):

(i) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(ii) Natural resources:

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iii) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(iv) Interest capitalization:

The Township does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

2. Change in accounting policies:

The Township adopted the following standards concurrently beginning January 1, 2022 prospectively: *PS 1201 Financial Statement Presentation*, *PS 2601 Foreign Currency Translation*, *PS 3041 Portfolio Investments* and *PS 3450 Financial Instruments*.

PS 1201 Financial Statement Presentation replaces *PS 1200 Financial Statement Presentation*. This standard establishes general reporting principles and standards for the disclosure of information in government financial statements. The standard introduces the Statement of Remeasurement Gains and Losses separate from the Statement of Operations. Requirements in *PS 2601 Foreign Currency Translation*, *PS 3450 Financial Instruments*, and *PS 3041 Portfolio Investments*, which are required to be adopted at the same time, can give rise to the presentation of gains and losses as remeasurement gains and losses.

PS 2601 Foreign Currency Translation replaces *PS 2600 Foreign Currency Translation*. The standard requires monetary assets and liabilities denominated in a foreign currency and nonmonetary items denominated in a foreign currency that are reported as fair value, to be adjusted to reflect the exchange rates in effect at the financial statement date. Unrealized gains and losses arising from foreign currency changes are presented in the new Statement of Remeasurement Gains and Losses. *PS 3041 Portfolio Investments* replaces *PS 3040 Portfolio Investments*. The standard provides revised guidance on accounting for, and presentation and disclosure of, portfolio investments to conform to *PS 3450 Financial Instruments*. The distinction between temporary and portfolio investments has been removed in the new standard, and upon adoption, *PS 3030 Temporary Investments* no longer applies.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

2. Change in accounting policies (continued):

PS 3450 Financial Instruments establishes accounting and reporting requirements for all types of financial instruments including derivatives. The standard requires fair value measurement of derivatives and portfolio investments in equity instruments that are quoted in an active market. All other financial instruments will generally be measured at cost or amortized cost. Unrealized gains and losses arising from changes in fair value are presented in the Statement of Remeasurement Gains and Losses. A statement of remeasurement gains and losses has not been included as there are no matters to report therein.

The fair value of guarantees and letters of credit are based on fees currently charged for similar agreements or on the estimated cost to terminate them or otherwise settle the obligations with the counterparties at the reported borrowing date.

Fair value hierarchy

The following provides an analysis of financial instruments that are measured subsequent to initial recognition at fair value, grouped into Levels 1 to 3 based on the degree to which fair value is observable:

Level 1 – fair value measurements are those derived from quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 – fair value measurements are those derived from inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices); and

Level 3 – fair value measurements are those derived from valuation techniques that include inputs for the asset or liability that are not based on observable market data (unobservable inputs).

PS 3280 Asset Retirement Obligations:

On January 1, 2022, the Township adopted Public Accounting Standard *PS 3280 Asset Retirement Obligations*. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as landfills and asbestos removal in retired buildings by public sector entities. The new accounting standard has resulted in a withdrawal of the existing Section *PS 3270 Solid Waste Landfill Closure and Post-Closure Liability*. The standard was adopted on the modified retrospective basis at the date of adoption. Under the modified retrospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard.

On January 1, 2022, the Township recognized an asset retirement obligation relating to its landfill site. The Township removed the landfill liability that had been recognized to date and recognized an asset retirement obligation upon adoption of *PS 3280* on January 1, 2022, using the modified retrospective method. The liability represents the required closure and post-closure care for the landfill sites owned by the Township. The liabilities were measured as of the date of acquisition of the sites, when the liability was assumed. As of the date of adoption of the standard, the relevant discount rate is 3.00% per annum.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

2. Change in accounting policies (continued):

On January 1, 2022, the Township recognized an additional asset retirement obligation relating to several buildings owned by the Township that contain asbestos and other designated materials, as well as where remediation requirements exist with respect to drinking water wells and septic systems. The buildings were originally acquired in between 1910 and 2004, and the liability was measured as of the date of acquisition of the buildings when the liability was assumed. The buildings have an expected useful life of 80 years, and the estimate has not been changed since purchase.

In accordance with the provisions of this new standard, the Township reflected the following adjustments at January 1, 2022:

(a) Landfill obligation:

- (i) A decrease of \$854,000 to Landfill Site Closure and Post-Closure Liability to remove the liability recognized to date under the old standard, and an accompanying increase of \$854,000 to opening Accumulated Surplus.
- (ii) An asset retirement obligation in the amount of \$854,000, representing the original obligation discounted to the present value amount using a rate of 3.00%.
- (iii) A decrease to Opening Accumulated Surplus of \$854,000, as a result of the recognition of the liability and accompanying increase in depreciation expense and accretion expense for the years since purchase of the landfill sites.

(b) Facilities obligation:

- (i) An increase of \$1,217,428 to the Buildings capital asset account, representing the original estimate of the obligation as of the date of purchase, and an accompanying increase of \$551,894 to accumulated amortization, representing the increased amortization had the liability originally been recognized.
- (ii) An asset retirement obligation in the amount of \$1,217,428, representing an estimate of the current obligation.
- (iii) A decrease to accumulated surplus of \$551,894, as a result of the recognition of the liability and accompanying increase in amortization expense.

In addition to these adjustments, the Township reflected the following adjustments for the year-ended December 31, 2022:

- (i) An increase in expenses of \$171,049, reflecting the adjustment to the asset retirement obligation for facilities during the year.
- (ii) An increase in amortization expense of \$17,665, reflecting the increased amortization on the Buildings capital asset account.

3. Investments:

The total investments of \$5,538,207 (2022 - \$5,410,635) reported on the consolidated statement of financial position at cost have a market value of \$5,470,175 (2022 - \$5,258,102).

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

4. Accounts receivable:

Accounts receivable consist of the following:

	2023	2022
Trade and miscellaneous	\$ 172,977	\$ 105,153
Government of Canada	89,894	97,333
Province of Ontario	14,726	42,051
	<u>\$ 277,597</u>	<u>\$ 244,547</u>

5. Deferred revenue – obligatory reserve funds:

A requirement of the Public Sector Accounting Board of the Chartered Professional Accounts of Canada is that obligatory reserve funds be reported as deferred revenue. This requirement is in place as legislation and external agreements restrict how these funds may be used and under certain circumstances these funds may possibly be refunded. The balance in the obligatory reserve funds of the Township is included in deferred revenue – other and summarized below:

	2023	2022
Obligatory reserve	\$ –	\$ –

The continuity of deferred revenue – obligatory reserve funds is as follows:

	2023	2022
Balance, beginning of year	\$ –	\$ –
Add amounts received:		
Federal gas tax	129,994	124,577
Less transfer to operations:		
Federal gas tax revenue earned	(129,994)	(124,577)
Balance, end of year	<u>\$ –</u>	<u>\$ –</u>

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

6. Pension agreements:

The Township makes contributions to the Ontario Municipal Employee Retirement System (OMERS), which is a multi-employer plan, on behalf of its staff. The Plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Employee contributions are matched by the Township.

The Town makes contributions to the Ontario Municipal Employees' Retirement System plan (OMERS), a multi-employer plan on behalf of most of its employees. The plan is a defined benefit plan that specifies the amount of the retirement benefit to be received by the employees based on length of service and rates of pay. Employees and employers contribute jointly to the plan. Because OMERS is a multi-employer pension plan, the Town does not recognize any share of the pension plan deficit, as this is a joint responsibility of all Ontario municipalities and their employees. As of December 31, 2023 the OMERS plan, with approximately 613,000 members, has a funding deficit of \$7.6 billion (2022 - deficit \$6.1 billion).

The amount contributed to OMERS for 2023 was \$125,104 (2022 - \$112,661) for current services and is included as an expense on the Consolidated Statement of Operations and Accumulated Surplus.

7. Vested sick leave benefits:

Under the sick leave benefit plan, unionized employees can accumulate unused sick leave and these employees may become entitled to a cash payment when they leave the Township's employment.

The liability for these accumulated sick days, to the extent that they have vested and could be taken in cash by an employee on terminating, amounted to \$15,000 (2022 - \$15,000) at the end of the year. This past service liability has been provided for and is reported on the Consolidated Statement of Financial Position.

8. Asset retirement obligation:

(a) Landfill obligation:

The Township owns and operates one active landfill site. The liability for the closure of operational sites and post-closure care has been recognized under *PS 3280 Asset Retirement Obligation*. The costs were based upon the presently known obligations that will exist at the estimated year of closure of the site and for 25 years post this date, discounted at a rate of 3.00% (2022 - 3.00%).

The landfill is expected to reach its capacity in 45 years, and the estimated remaining capacity is 31% of the site's total capacity (2022 - 31%).

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

8. Asset retirement obligation (continued):

(b) Asbestos obligation:

The Township owns and operates several buildings that are known to have asbestos and other designated substances, which represent a health hazard upon demolition of the building and there is a legal obligation to remove or remediate these substances. In addition, certain of the Township's buildings contain drinking water and septic systems that require remediation. Following the adoption of PS3280 - Asset retirement obligations, the Township recognized an obligation relating to the removal and post-removal care of the designated substances in these buildings, as well as the remediation of drinking water and septic systems, as estimated at January 1, 2022. The obligation is determined based on the estimated undiscounted cash flows that will be required in the future to conduct removal or remediation activities in accordance with current legislation.

The transition and recognition of asset retirement obligations involved an accompanying increase to the landfill and building capital assets and the restatement of prior year numbers (see note 2).

Changes to the asset retirement obligation in the year are as follows:

Asset Retirement Obligation	Landfill	Facilities	Balance at December 31, 2023
Opening balance	\$ 874,000	\$ 1,388,477	\$ 2,262,477
Accretion expense	20,000	50,817	70,817
Closing balance	\$ 894,000	\$ 1,439,294	\$ 2,333,294

Asset Retirement Obligation	Landfill	Facilities	Balance at December 31, 2022
Opening balance	\$ -	\$ -	\$ -
Adjustment on adoption of the asset retirement obligation standard (note 2)	854,000	1,217,428	2,071,428
Opening balance as restated	854,000	1,217,428	2,071,428
Accretion expense	20,000	171,049	191,049
Closing balance	\$ 874,000	\$ 1,388,477	\$ 2,262,477

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

9. Long-term liabilities:

- (a) The balance of long-term liabilities reported on the consolidated statement of financial position is made up of the following:

	2023	2022
NOHFC (i)	\$ 71,250	\$ 213,750
Infrastructure Ontario debenture (ii)	547,208	757,042
	<u>\$ 618,458</u>	<u>\$ 970,792</u>

- (i) NOHFC loan bears no interest and is due December 2024. Principal payments are made annually on the facility in the amount of \$71,250.
- (ii) The Infrastructure Ontario debenture shall bear interest at a rate of 2.4% per annum and matures on February 16, 2026. The debenture shall be paid in full by August 16, 2026 and is payable in semi-annual blended payments of principal and interest in the amount of \$113,446.
- (b) Of the long-term liabilities reported in (a) of this note, principal payments are payable as follows:

2024	\$ 286,193
2025	220,175
2026	112,090

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

10. Commitments:

(a) Ontario Clean Water Agency:

On January 1, 2021, the Township entered into an agreement with The Ontario Clean Water Agency ("OCWA") to operate the water and sanitary sewer systems on behalf of the Township. The agreement is for a 10-year term, ending on December 31, 2030, and then may be renewed for successive 5-year terms upon agreement between the Township and OCWA. The Township is obligated to meet all operating costs related to the systems.

The Township has committed to annual charges as follows:

2024	\$ 404,146
2025	414,146
2026	424,146
2027	434,146
2028	440,146
2029	446,146
2039	452,146

Included in the Consolidated Statement of Operations and Accumulated Surplus are the charges from the Agency of \$292,610 (2022 - \$282,110) for the water system and \$97,536 (2022 - \$94,036) for the sewer system.

(b) Credit facility agreement:

The Township has a revolving credit facility agreement with its main financial institution. The amount available at any time is limited to \$500,000 via an operating line. Any balance borrowed will bear interest at prime. As at December 31, 2023, there was a balance owing of \$Nil (2022 - \$Nil).

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

11. Investments in government business enterprises:

Chapleau Public Utilities Corporation ("PUC") is wholly-owned and controlled by the Township. As this corporation is a business enterprise of the Township, it is accounted for on a modified equity basis in these consolidated financial statements.

(a) The following table provides condensed supplementary financial information for the year ended December 31, 2023:

	2023	2022
Financial Position:		
Current assets	\$ 1,832,371	\$ 1,848,425
Non-current assets	1,599,248	1,608,013
Regulatory assets	496,199	449,190
Total assets	3,927,818	3,905,628
Current liabilities	493,217	506,828
Other long-term liabilities	338,055	314,730
Total liabilities	831,272	821,558
Net assets	\$ 3,096,546	\$ 3,084,070
Results of operations:		
Revenues	\$ 3,799,301	\$ 3,915,329
Operating expenses	3,784,322	3,782,720
Net income	\$ 14,979	\$ 132,609

(b) The investment at December 31, 2023 consists of the following:

	2023	2022
Balance, beginning of year	\$ 3,084,070	\$ 2,951,761
Township's share of operating income for the year	14,979	132,609
Other adjustments	(2,503)	(300)
Balance, end of year	\$ 3,096,546	\$ 3,084,070

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

12. Budget figures:

The budget was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). As a result, the budgeted figures presented in the Consolidated Statement of Operations and Accumulated Surplus requires the following adjustments:

Approved budget:	
Annual surplus per approved budget:	\$ —
Add:	
Principal payments on long term debt	281,085
Purchase of tangible capital assets	1,932,002
Net reserve transfers	(775,468)
Budget surplus per consolidated financial statements	\$ 1,437,619

13. Public sector salary disclosure:

During 2023, one employee was paid a salary, as defined in the Public Sector Salary Disclosure Act, 1996, of \$100,000 or more by the Township.

14. Contributions to unconsolidated joint boards:

Further to note 1 (a)(iii), the following contributions were made by the Township to these Boards:

	2023	2022
Sudbury & District Health Unit	\$ 114,176	\$ 105,852
Manitoulin-Sudbury District Social Services Administration Board	206,861	201,148
	\$ 321,037	\$ 307,000

The Township is contingently liable for its share of the accumulated deficits to the end of the year for these Boards. It is anticipated that no significant deficits will be incurred.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

15. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2023	2022
Surplus:		
Invested in tangible capital assets	\$ 25,757,298	\$ 25,276,944
Invested in Government business enterprises	3,096,546	3,084,370
Operations	4,531,329	4,461,023
Unfunded:		
Employee benefit obligations	(15,000)	(15,000)
Asset retirement obligation	(2,333,294)	(2,262,477)
Total surplus	31,036,879	30,544,860
Reserves set aside by Council for:		
Working funds	327,781	327,781
Road construction	10,326	10,326
Capital	48,979	48,979
Planning	29,462	29,462
Recreation Centre	9,407	9,407
	425,955	425,955
Reserve funds set aside for specific purpose by Council:		
Building maintenance:		
Civic Centre	705,668	614,175
Water Treatment Plant	242,899	238,784
Sewage Treatment Plant	191,973	188,654
Recreation Centre	117,762	36,224
Public Works equipment	543,256	404,221
Capital expenditures:		
Fire	495,805	456,640
Sanitary sewers	1,067,357	738,226
Waterworks	3,266,075	2,743,083
Library	33,974	33,443
Airport	255,283	231,301
Transit	390,003	365,031
Landfill site	1,109,227	1,002,857
Sick leave	32,098	31,567
G.E. Young Memorial	8,421	8,288
Refuse collection	651,524	548,555
Total reserves	9,111,325	7,641,049
	\$ 40,574,159	\$ 38,611,864

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

16. Tangible capital assets:

Cost	Balance at December 31, 2022	Additions	Disposals	Transfers	Balance at December 31, 2023
Land	\$ 113,279	-	-	-	113,279
Buildings	8,176,157	114,958	(22,195)	5,597	8,274,517
Bridges and culverts	2,667,990	-	-	-	2,667,990
Vehicles	1,653,896	501,594	-	-	2,155,490
Machinery and equipment	4,596,057	1,702	(7,045)	-	4,590,714
Water and sewer	16,390,978	311,311	(25,440)	13,864	16,690,713
Roads	14,071,328	107,104	-	-	14,178,432
Construction in progress	590,498	66,077	-	(19,461)	637,114
Total	\$ 48,260,183	1,102,746	(54,680)	-	49,308,249

Accumulated Amortization	Balance at December 31, 2022	Disposals	Amortization	Transfers	Balance at December 31, 2023
Land	\$ -	-	-	-	-
Buildings	3,561,826	(21,913)	186,209	-	3,726,122
Bridges and culverts	1,523,196	-	41,927	-	1,565,123
Vehicles	1,157,557	-	86,369	-	1,243,926
Machinery and equipment	2,186,839	(4,051)	113,626	-	2,296,414
Water and sewer	5,717,522	(15,362)	303,342	-	6,005,502
Roads	7,865,507	-	229,899	-	8,095,406
Construction in progress	-	-	-	-	-
Total	\$ 22,012,447	(41,326)	961,372	-	22,932,493

	Net book value, December 31, 2022	Net book value, December 31, 2023
Land	\$ 113,279	113,279
Buildings	4,614,331	4,548,395
Bridges and culverts	1,144,794	1,102,867
Vehicles	496,339	911,564
Machinery and equipment	2,409,218	2,294,300
Water and sewer	10,673,456	10,685,211
Roads	6,205,821	6,083,026
Construction in progress	590,498	637,114
Total	\$ 26,247,736	26,375,756

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

16. Tangible capital assets (continued):

Cost	Balance at December 31, 2021	Additions	Disposals	Transfers	Balance at December 31, 2022
					(Restated - Note 2)
Land	\$ 113,279	-	-	-	113,279
Buildings	7,999,861	189,616	(33,508)	20,188	8,176,157
Bridges and culverts	2,667,990	-	-	-	2,667,990
Vehicles	1,610,424	172,875	(129,403)	-	1,653,896
Machinery and equipment	4,581,837	31,429	(17,209)	-	4,596,057
Water and sewer	16,148,651	273,087	(30,760)	-	16,390,978
Roads	13,828,606	260,086	(17,364)	-	14,071,328
Construction in progress	571,177	39,509	-	(20,188)	590,498
Total	\$ 47,521,825	966,602	(228,244)	-	48,260,183

Accumulated Amortization	Balance at December 31, 2021	Disposals	Amortization	Transfers	Balance at December 31, 2022
					(Restated - Note 2)
Land	\$ -	-	-	-	-
Buildings	3,405,338	(25,711)	182,199	-	3,561,826
Bridges and culverts	1,481,269	-	41,927	-	1,523,196
Vehicles	1,206,625	(119,072)	70,004	-	1,157,557
Machinery and equipment	2,087,181	(14,354)	114,012	-	2,186,839
Water and sewer	5,447,950	(28,064)	297,636	-	5,717,522
Roads	7,651,807	(17,364)	231,064	-	7,865,507
Construction in progress	-	-	-	-	-
Total	\$ 21,280,170	(204,565)	936,842	-	22,012,447

	Net book value, December 31, 2021	Net book value, December 31, 2022
		(Restated - Note 2)
Land	\$ 113,279	113,279
Buildings	4,594,523	4,614,331
Bridges and culverts	1,186,721	1,144,794
Vehicles	403,799	496,339
Machinery and equipment	2,494,656	2,409,218
Water and sewer	10,700,701	10,673,456
Roads	6,176,799	6,205,821
Construction in progress	571,177	590,498
Total	\$ 26,241,655	26,247,736

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

16. Tangible capital assets (continued):

a) Assets under construction:

Assets under construction having a value of \$637,114 (2022 - \$590,494) have not been amortized. Amortization of these assets will commence when the asset is put into service.

b) Contributed tangible capital assets:

Contributed capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year is \$Nil (2021 - \$Nil).

17. Trust funds:

Trust Funds administered by the Township amounting to \$xxx,xxx (2022 - \$202,765) have not been included on the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations and accumulated surplus.

18. Comparative information:

Certain comparative information have been reclassified to conform to the consolidated financial statement presentation adopted for 2023.

19. Financial instruments:

The Municipality is exposed to various risks through its financial instruments. The following analysis provides information about the Municipality's risk exposure and concentration as of December 31, 2023.

(a) Credit risk:

Credit risk arises from the potential that a counter party will fail to perform its obligations. The municipality is exposed to credit risk from customers and ratepayers. The Township has a significant number of customers and ratepayers which minimizes concentration of credit risk.

There has been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk.

(b) Liquidity risk:

Liquidity risk is the risk that the Township cannot repay its obligations when they become due to its creditors. The Township is exposed to this risk relating to its accounts payable and accrued liabilities.

The Township reduces its exposure to liquidity risk by monitoring cash activities and expected outflow through extensive budgeting and maintaining enough cash and credit facilities available to repay creditors as they become due. In the opinion of management, the liquidity risk exposure to the Township is low.

There have been no significant changes from the previous year in the exposure to risk or policies, procedures and methods used to measure the risk. There have been no significant changes in liquidity risk from 2022.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

20. Accounting standards issued but not yet adopted:

Section PS 3400 Revenue is effective for fiscal years beginning on or after April 1, 2023; early adoption is permitted. This section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. The Township has yet to adopt this standard or determine the effect on the consolidated financial statements.

21. Subsequent event:

The Ontario Energy Board approved the sale of specific assets and liabilities of the PUC effective July 31, 2024. A wind-up plan and cessation of operations for the delivery of electricity and related energy services was approved by the Board of Directors of the PUC effective July 31, 2024.

As of the date of the financial statements, the Township has not determined a course of action for the remaining (unsold) assets of the PUC, nor has it determined the future strategy for the PUC as a corporate entity.

22. Segmented information:

The Township provides a range of services to its citizens, including police, fire, transportation, recreational and environmental. For management reporting purposes the Township's operations and activities are organized and reported by department. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

Township services are provided by departments and their activities are reported in these funds. Certain departments that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

General Government

The departments within General Government includes corporate services and governance of the Municipality. General Government is responsible for human resource management, support to Council for policy development, by-law development in compliance with the Municipal Act, tax billing and collection responsibilities, financial management reporting, monitoring and overall budget status is provided as well as frontline reception and customer service.

Protection Services

Protection is comprised of police, fire, protective services and control and emergency measures. The mandate of the police services contract is to ensure the safety of the lives and property of citizens, preserve peace and good order; prevent crimes from occurring; detect offenders; and enforce the law. The fire protection includes detection and extinguishment of fires. Inspection and control includes building inspection, by-law enforcement and dog control services.

Transportation Services

The transportation department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, bridges and culverts as well as winter control and street lighting.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Notes to Consolidated Financial Statements

Year ended December 31, 2023

22. Segmented information (continued):

Environmental Services

The environmental department includes the management and maintenance of the landfill site, transfer stations, and the waste collection system that serves the municipality.

Health Services

The Township offers a range of public health services through the Sudbury and District Health Unit.

Social and Family Services

The services are provided indirectly by the Township through the District Social Services Board and include family and children's services.

Recreation and Cultural Services

The Department is responsible for providing, recreation and leisure programs and facilities, including community halls, libraries, parks, recreation fields and arena. IT also provides building maintenance services to all municipal facilities.

Planning and Development

The planning department provides a diverse bundle of services. It manages development for business interests, environmental concerns, heritage matters and neighborhoods through planning and community development activities. It facilitates economic development by providing services for the approval of all land development plans, the application and enforcement of the zoning by-law and official plan, and the provision of geographic information services.

For each segment revenue and expenditures included both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocations methodologies are employed in the preparation of segmented financial information.

The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in the summary of significant accounting policies.

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Note 22 - Segmented Information (continued)

Year ended December 31, 2023

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	Total 2023
Revenues:									
User charges	\$ 17,873	57,587	640,350	2,231,314	11,187	10,457	151,604	-	3,120,372
Government of Canada grants	129,994	-	-	-	-	-	-	-	129,994
Province of Ontario grants	1,711,449	-	-	-	-	19,052	14,545	-	1,745,046
Investment income	504,051	-	-	-	-	-	-	-	504,051
Licenses and permits	21,840	-	-	-	-	-	-	-	21,840
Fines and penalties	-	18,401	-	-	-	-	-	-	18,401
Penalties and interest on taxes and user fees	148,072	-	-	-	-	-	-	-	148,072
Share of income in government business enterprises	12,176	-	-	-	-	-	-	-	12,176
Other	97,292	-	-	-	-	-	-	-	97,292
Loss on sale of capital assets	(13,354)	-	-	-	-	-	-	-	(13,354)
	2,629,393	75,988	640,350	2,231,314	11,187	29,509	166,149	-	5,783,890
Expenses:									
Salaries, wages and benefits	575,551	200,202	476,338	266,767	15,575	49,778	317,745	101,303	2,003,259
Materials	403,723	81,231	993,323	570,395	8,977	15,637	398,660	32,674	2,504,620
Contracted services	-	517,192	-	525,430	-	-	-	-	1,042,622
Rents and financial	-	-	9,773	7,285	-	-	-	-	17,058
External agencies	-	-	-	-	247,929	73,108	-	-	321,037
Amortization of tangible capital assets	62,311	19,421	350,431	353,967	406	8,760	166,077	-	961,373
	1,041,585	818,046	1,829,865	1,723,844	272,887	147,283	882,482	133,977	6,849,969
Net revenue (expenses) before property taxation	1,587,808	(742,058)	(1,189,515)	507,470	(261,700)	(117,774)	(716,333)	(133,977)	(1,066,079)
Property taxation									3,028,374
Annual surplus									\$ 1,962,295

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Note 22 - Segmented Information (continued)

Year ended December 31, 2023

	General Government	Protection Services	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	Total 2022
									(Restated - Note 2)
Revenues:									
User charges	\$ 17,958	57,162	474,451	2,069,699	8,376	12,628	79,470	-	2,719,744
Government of Canada grants	167,151	-	-	-	-	-	-	-	167,151
Province of Ontario grants	1,772,830	1,110	-	-	-	22,411	11,465	-	1,807,816
Investment income	219,286	-	-	-	-	-	-	-	219,286
Licenses and permits	18,638	-	-	-	-	-	-	-	18,638
Fines and penalties	-	11,634	-	-	-	-	-	-	11,634
Penalties and interest on taxes and user fees	128,375	-	-	-	-	-	-	-	128,375
Share of income in government business enterprises	132,609	-	-	-	-	-	-	-	132,609
Other	67,472	-	-	-	-	-	-	-	67,472
Loss on sale of capital assets	(23,679)	-	-	-	-	-	-	-	(23,679)
	2,500,640	69,906	474,451	2,069,699	8,376	35,039	90,935	-	5,249,046
Expenses:									
Salaries, wages and benefits	494,686	193,477	427,792	282,128	18,161	23,722	311,826	96,400	1,848,192
Materials	538,635	78,679	870,528	515,704	7,872	57,704	303,293	49,202	2,421,617
Contracted services	-	475,226	-	485,284	-	-	-	-	960,510
Rents and financial	-	-	12,117	10,468	-	-	-	-	22,585
External agencies	-	-	-	-	234,621	72,379	-	-	307,000
Amortization of tangible capital assets	62,150	24,267	336,472	345,774	406	4,380	163,393	-	936,842
	1,095,471	771,649	1,646,909	1,639,358	261,060	158,185	778,512	145,602	6,496,746
Net revenue (expenses) before property taxation	1,405,169	(701,743)	(1,172,458)	430,341	(252,684)	(123,146)	(687,577)	(145,602)	(1,247,700)
Property taxation									2,831,317
Annual surplus									\$ 1,583,617

Corporation of the Township of Chapleau

Year-end Audit Report

Presentation to Township Council

January 27th, 2025



01 Audit Highlights

- Our audit procedures were executed in accordance with Canadian Auditing Standards and are based on a materiality of \$190,000
 - Calculated as 3.0% of prior year's expenses
 - Results in a posting threshold of \$9,500
 - Represents 0.1% of total revenues and 0.02% of total assets
- We are prepared to issue our opinion on the Township's financial statements pending:
 - Council approval of the financial statements
 - Receipt of the management representation letter
 - Final assembly of our audit file and completion of any remaining audit procedures
- Our audit opinion has been modified to reflect the restatement of the prior year's financial information as a result of the adoption of the new accounting standard for asset retirement obligations

Corporation of the Township of Chapleau | Year-End Audit Report

02 New Accounting Standards

- The Public Sector Accounting Board has introduced new accounting standards for the 2023 fiscal year:
 - PS1201 Financial Statement Presentation
 - PS2601 Foreign Currency Translation
 - PS3041 Portfolio Investments
 - PS3450 Financial Instruments
 - PS3280 Asset Retirement Obligations
- } No impact on the Township’s financial statements
- The new accounting standard for asset retirement obligations (AROs) changes the Township’s approach to accounting for tangible capital assets that have associated remediation requirements

Old Standards	New Standards
<ul style="list-style-type: none"> • Assets that are in productive use do not require a provision for remediation • Landfill closure and post-closure costs were reported based on the percentage of landfill capacity utilized 	<ul style="list-style-type: none"> • Exemption for productive use no longer applies, requiring AROs that were not previously recognized • Landfill AROs are recorded at the full amount (i.e. no pro-rating for capacity used)

02 New Accounting Standards

- The 2023 financial statements reflect asset retirement obligations of
 - Landfill closure and post-closure costs \$0.89 million
 - Asbestos abatement and other remediation for buildings \$1.44 million
- The ARO has been recognized on a retroactive basis, resulting in a reduction in the Township's reported accumulated surplus at January 1, 2022
- For the Township's information, we suggest the following perspectives with respect to AROs
 - The realization of these liabilities is expected to occur in the future as assets are retired from useful life
 - The realization of these liabilities will likely occur over a number of years (i.e. +60 years for landfills)
 - The Township has available reserves to fund landfill closure and post-closure costs

03 Financial Statement Overview

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Financial Position

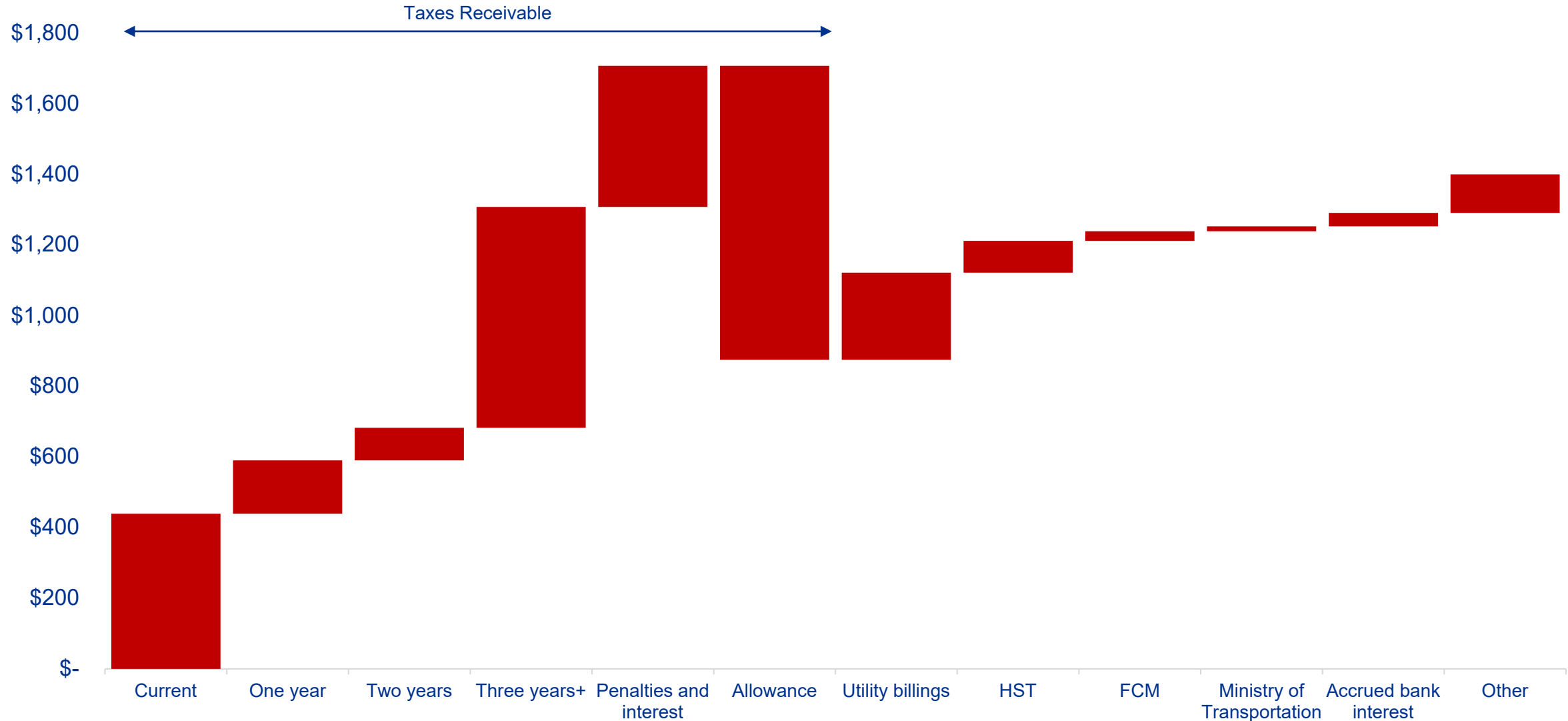
December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - note 2)
Financial assets		
Cash	\$ 8,362,199	\$ 6,589,250
Investments (note 3)	5,538,207	5,410,635
Taxes receivable	874,430	745,262
User charges receivable	247,438	413,772
Accounts receivable (note 4)	277,597	244,547
Accrued interest receivable	53,189	41,350
Investments in government business enterprises (note 11)	3,096,546	3,084,370
	<u>18,449,606</u>	<u>16,529,186</u>
Financial liabilities		
Accounts payable and accrued liabilities	648,685	625,195
Deferred revenue - other	683,908	337,258
Vested sick leave benefits (note 7)	15,000	15,000
Asset retirement obligation (note 8)	2,333,294	2,262,477
Long-term liabilities (note 9)	618,458	970,792
	<u>4,299,345</u>	<u>4,210,722</u>
Net financial assets	14,150,261	12,318,464
Non-financial assets		
Tangible capital assets (note 16)	26,375,756	26,247,736
Inventory and prepaids	48,142	45,664
	<u>26,423,898</u>	<u>26,293,400</u>
Commitments (note 10)		
Contingencies (note 14)		
Subsequent event (note 21)		
Accumulated surplus (note 15)	<u>\$ 40,574,159</u>	<u>\$ 38,611,864</u>

- Total cash increased by \$1.8 million, reflecting:
 - Cash adjusted operating surplus + \$3.36 million
 - Principal debt repayments - \$0.35 million
 - Capital additions - \$1.10 million
 - Net purchases of investments - \$0.13 million
- Investments increased by \$130K, reflecting interest earned and reinvested during 2023
 - Investments comprise of GICs bearing interest at rates from 1.05% to 5.50%, with interest rates reflecting market conditions when investments were purchased
- Long-term liabilities decreased by \$352K, reflecting principal payments made during the current year
 - NOHFC – 0% interest (2024) \$71K
 - Infrastructure Ontario – 2.4% interest (2026) \$547K



02 Accounts Receivable (in thousands)



02 Deferred Revenue (in thousands)

	Balance, Beginning of Year	Funds Received	Revenue Recognized	Balance, End of Year
Safe Restart	\$169	–	(\$8)	\$161
OCIF	\$65	\$262	(\$235)	\$92
NORDS	–	\$95	–	\$95
Federal Gas Tax	–	\$130	(\$130)	–
PUC	\$36	\$230	–	\$266
Other	\$67	\$12	(\$9)	\$70
Total	\$337	\$729	(\$382)	\$684

Corporation of the Township of Chapleau | Year-End Audit Report

03 Financial Statement Overview

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - note 2)
Financial assets		
Cash	\$ 8,362,199	\$ 6,589,250
Investments (note 3)	5,538,207	5,410,635
Taxes receivable	874,430	745,262
User charges receivable	247,438	413,772
Accounts receivable (note 4)	277,597	244,547
Accrued interest receivable	53,189	41,350
Investments in government business enterprises (note 11)	3,096,546	3,084,370
	<u>18,449,606</u>	<u>16,529,186</u>
Financial liabilities		
Accounts payable and accrued liabilities	648,685	625,195
Deferred revenue - other	683,908	337,258
Vested sick leave benefits (note 7)	15,000	15,000
Asset retirement obligation (note 8)	2,333,294	2,262,477
Long-term liabilities (note 9)	618,458	970,792
	<u>4,299,345</u>	<u>4,210,722</u>
Net financial assets	14,150,261	12,318,464
Non-financial assets		
Tangible capital assets (note 16)	26,375,756	26,247,736
Inventory and prepaids	48,142	45,664
	<u>26,423,898</u>	<u>26,293,400</u>
Commitments (note 10)		
Contingencies (note 14)		
Subsequent event (note 21)		
Accumulated surplus (note 15)	<u>\$ 40,574,159</u>	<u>\$ 38,611,864</u>

- Tangible capital assets increased by \$128K, reflecting \$1.10 million in acquisitions offset by \$0.96 million in amortization expense
- Major capital additions include:
 - Plow truck \$386K
 - Richard Street storm sewers \$237K
 - Streetlights \$107K
 - Public Works pick-up trucks (2) \$87K
 - Elgin Street sanitary sewers \$81K
 - Community Centre lighting \$77K
 - Fire department SCBA compressor \$54K
 - Civic Centre heating controls \$37K
 - Fire department pick-up truck \$29K



03 Financial Statement Overview

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 12)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxation	\$ 3,012,293	\$ 3,028,374	\$ 2,831,317
User charges	2,563,351	3,120,372	2,719,744
Government of Canada grants	298,493	129,994	167,151
Province of Ontario grants	1,787,690	1,745,046	1,807,816
Investment income	16,000	504,051	219,286
Licenses and permits	15,280	21,840	18,638
Fines and penalties	9,000	18,401	11,634
Penalties and interest on taxes and user charges	37,000	148,072	128,375
Share of income in government business enterprises	-	12,176	132,609
Other	87,700	97,292	67,472
Loss on sale of capital assets	-	(13,354)	(23,679)
Total revenue	7,826,807	8,812,264	8,080,363
Expenses:			
General government	1,064,194	1,041,585	1,095,471
Protection to persons and property	813,856	818,046	771,649
Transportation services	1,346,135	1,829,865	1,646,909
Environmental services	1,813,616	1,723,844	1,639,358
Health services	364,116	272,887	261,060
Social and family services	75,108	147,283	158,185
Recreational and cultural services	761,491	882,482	778,512
Planning and development	150,672	133,977	145,602
Total expenses	6,389,188	6,849,969	6,496,746
Annual surplus	1,437,619	1,962,295	1,583,617
Accumulated surplus, beginning of year as previously stated	38,611,864	38,611,864	37,580,141
Adjustment on adoption of the asset retirement obligation standard		-	(551,894)
Accumulated surplus, end of year	\$ 40,049,483	\$ 40,574,159	\$ 38,611,864

- Total revenues have increased by \$732K (+9.0%)
- Total expenses have increased by \$353K (+5.4%)
- Overall, the Township reported an annual surplus for financial reporting purposes (PSAB) of \$1.96 million, which was used to fund capital, reserve transfers and principal repayments on long-term debt



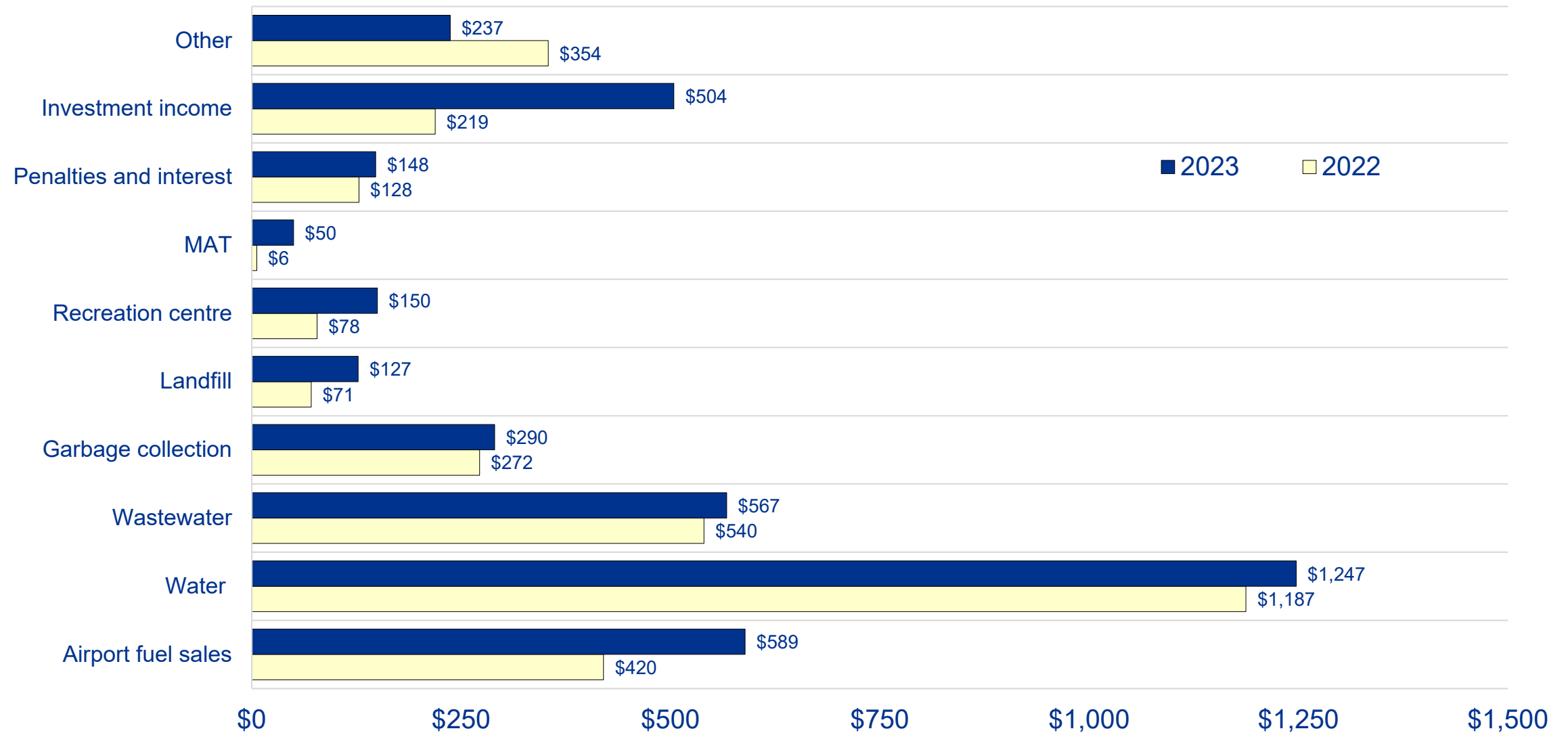
Township of Chapleau | Year-End Audit Report

02 Grant Revenue

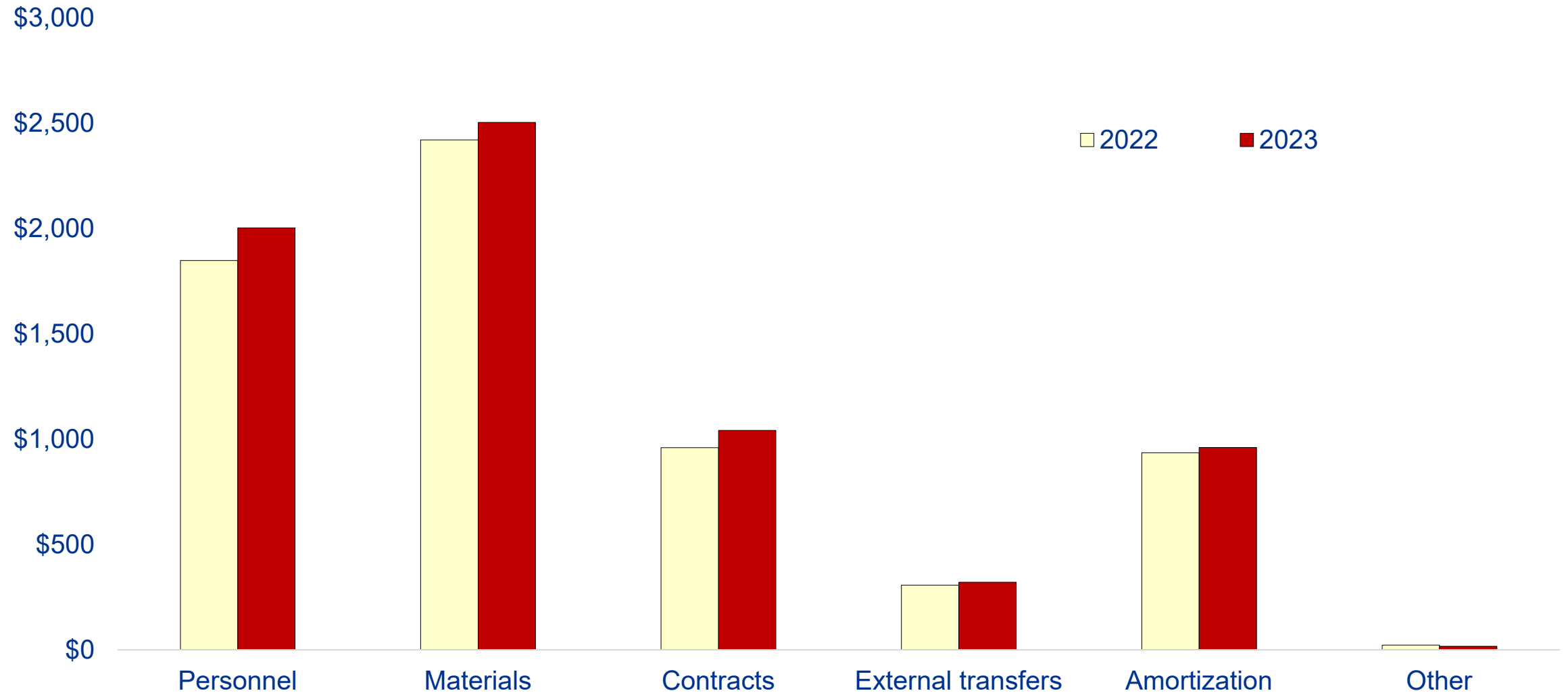


Township of Chapleau | Year-End Audit Report

02 Other Revenue



02 Financial Statement Overview



03 Surplus Analysis

Reported surplus per financial statements	\$1,962
--	----------------

Add: Non-cash items expensed for financial statement purposes but not budgeted:

- | | |
|--|-------|
| • Amortization expense | \$961 |
| • Change in landfill closure and ARO costs | \$71 |

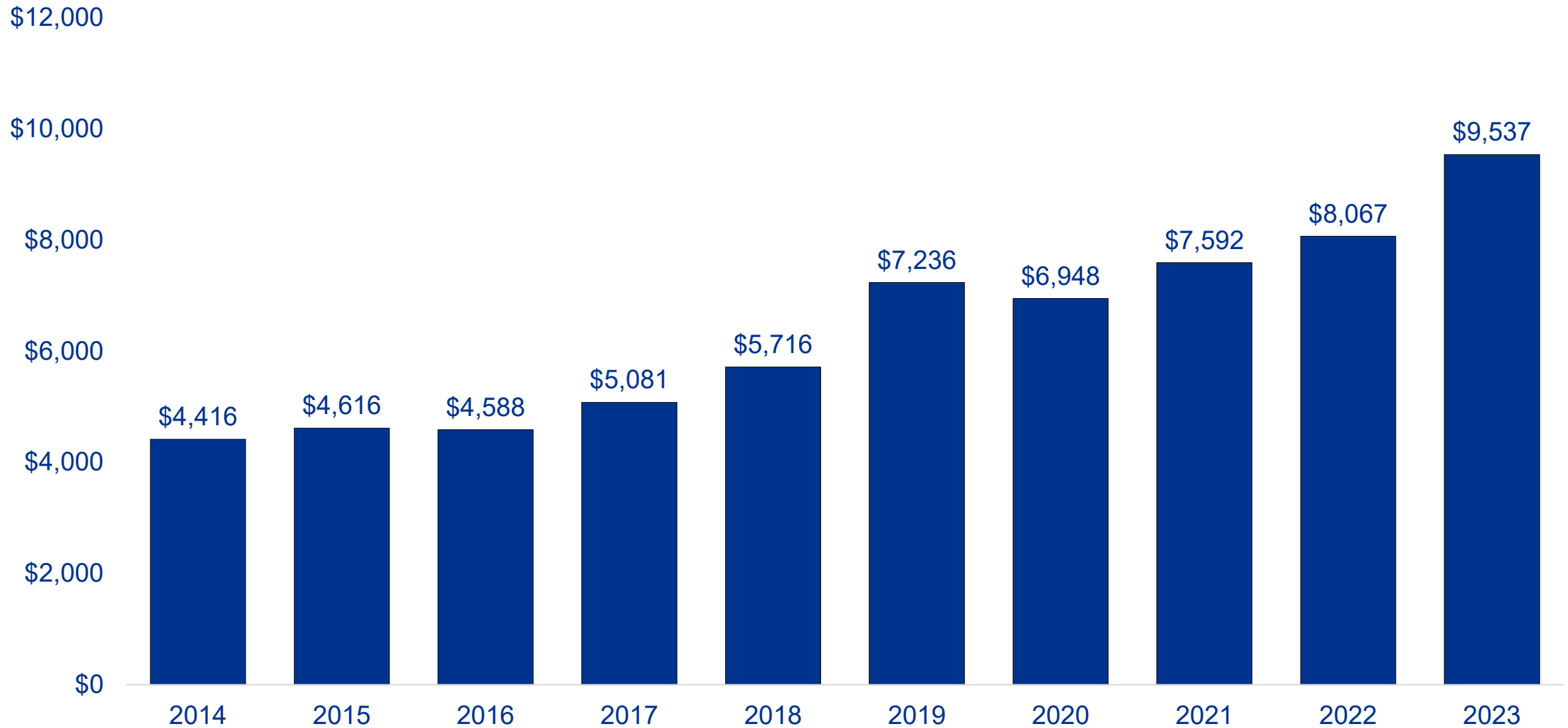
Less: Budgeted items not included as expenses for financial statement purposes:

- | | |
|--|-----------|
| • Net change in long-term debt | (\$352) |
| • Capital expenditures | (\$1,103) |
| • Reserve and reserve fund transfers (net) | (\$1,470) |

Adjusted operating surplus	\$69
-----------------------------------	-------------



05 Reserve and Reserve Fund Balances (in thousands)





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Document Classification: KPMG Public

TOWNSHIP OF CHAPLEAU

CHAPLEAU AIRPORT FACILITIES ASSESSMENT CYLD CHAPLEAU AIRPORT





CHAPLEAU AIRPORT FACILITIES ASSESSMENT CYLD CHAPLEAU AIRPORT

TOWNSHIP OF CHAPLEAU

TYPE OF DOCUMENT (FINAL)

PROJECT NO.: CA0014461.1089

DATE: NOVEMBER 15, 2024

WSP

WSP.COM



November 15, 2024

[Click here to enter text.](#)

Township of Chapleau
20 Pine Street West | PO Box 129
Chapleau, Ontario | P0M 1K0

Attention: Judith Meintz, Chief Administrative Office

Subject: Facilities Assessment Chapleau Airport CYLD

Dear Madam:

Please find attached the Facilities Assessment Report update for the Chapleau Airport (CYLD).

I am pleased to submit the final report on the facilities assessment conducted at Chapleau Airport (CYLD). This assessment was carried out in November 2023 and included the terminal and airside infrastructure.

Should you have any questions or require further information, do not hesitate to contact me at maria-jose.garces@wsp.com.

Thank you for the opportunity to conduct this important assessment for your community. We are grateful for the opportunity we had to discuss the findings of the report and look forward to supporting your administration in the next steps.

Yours sincerely,

Maria-Jose Garces, MSc., PMP
Senior Project Manager
Transportation Systems – Aviation Canada, Latin America & Caribbean

MJG/AAV

WSP ref.: CA0014461.1089 Facilities Assessment Chapleau Airport CYLD FINAL.docx

REVISION HISTORY

FIRST ISSUE

2024-06-14	DRAFT			
Prepared by	Reviewed by	Approved By		
Ali Vali, Airfield Pavement Designer Juan P. Perez Aristizabal, Senior Engineer	Maurice Best, Senior Principal Aviation Engineer	Maria-Jose Garces, Senior Project Manger		
REVISION 1				
2024-11-15	FINAL			
Ali Vali, Airfield Pavement Designer Juan P. Perez Aristizabal, Senior Engineer	Maurice Best, Senior Principal Aviation Engineer Arben Durmishaj, Senior Airport Planner	Maria-Jose Garces, Senior Project Manger		

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1 INTRODUCTION

1.1 EXECUTIVE SUMMARY (BACKGROUND)

The Chapleau Airport requested to WSP Canada Inc. to conduct an Infrastructure Assessment and provide recommendations regarding the future utilization of key surfaces, with a specific focus on Runway 28-10 and apron pavement assessment and rehabilitation. Two other airfield pavement assessments were conducted in 2008 and 2015.

In the previous pavement condition assessment in 2015, WSP recommended that the airfield pavements, which have reached the end of their useful life, require rehabilitation within the next 3-5 years and although the pavement defects were not an immediate safety concern, it was suggested to program rehabilitation soon to prevent further deterioration that could escalate costs by affecting the pavement granular and subgrade. Routine maintenance, such as crack sealing and major crack repairs, were proposed to be conducted as needed. It acknowledged that a geotechnical investigation should be part of the preliminary design to validate the recommended rehabilitation strategy, which involves the full-depth removal of existing asphalt, placement and compaction of a 100mm granular base, and the application of 100mm of hot mix asphalt concrete (HMAC).

The current review looked at the following facets of the operation including:

1. Visual condition assessment of the airport infrastructure including airfield, terminal and garage assets.
2. Update cost estimates.

This updated report provides information on the future capital requirements at the airport by providing a comprehensive account of the project findings in the defined collection area, and the resulting analysis.

The following actions and infrastructure improvements are considered a high priority to maintain compliance with applicable regulations and provide a continued level of service to stakeholders. As the regulatory environment for airports in Canada becomes more onerous, airport owners and operators continually face a challenge in managing strategic, operational, financial, and compliance risks. The following cost estimates have been established under the assumption that a third party would be contracted to complete each project.

Required infrastructure to maintain level of service to stakeholders:

- Replace fuel storage and delivery system,
- Rehabilitation of Runway 10-28,
- Rehabilitation of Taxiway,
- Rehabilitation of Apron,
- Decommission of Runway 05-23, and
- Construction of new Taxiway from Existing taxiway to Threshold 10

The following **Table 1-1** summarizes the estimated costs necessary to update and improve infrastructure and maintain level of service to stakeholders.

Item	Description	2015 Low	2015 High	2024 Low	2024 High
1.0	Replace fuel storage and delivery system	\$655,070	\$655,070	\$1,293,865	\$1,293,865
2.0	Runway 10-28 Rehabilitation	\$4,039,250	\$6,360,250	\$7,517,050	\$10,751,435
3.0	Taxiway Rehabilitation	\$226,070	\$347,070	\$456,044	\$592,569
4.0	Apron Rehabilitation	\$935,690	\$1,537,690	\$1,270,324	\$2,546,980
5.0	Runway 05-23 Decommission	Not Available	Not Available	\$175,550	\$175,550
6.0	New Taxiway Construction from Existing taxiway to Threshold 10	\$669,740	\$916,000	\$1,323,366	\$1,475,606

Table 1-1 Comparison of Cost Estimates

NOTE: Cost includes full depth pavement reconstruction, electrical rehabilitation and soft cost contingency of 25% and excludes HST.

The impacts of the COVID-19 pandemic continue to affect construction costs in aviation projects in Canada. Supply chain disruptions that began during the pandemic have led to persistent shortages of essential materials like steel and concrete, driving up prices. Additionally, labor shortages remain a significant issue, as the construction industry struggles to attract and retain skilled workers. The increased costs of materials and labor, combined with the need for enhanced health and safety protocols on construction sites, have further inflated project expenses. The increase in the cost estimate from 2015 to the estimate from this study is a reflection of these factors.

Considering the importance of the airport for the region and pondering the magnitude of the capital expenditure that is required to maintain safe air service, it is recommended that the Township of Chapleau applies for funding programs aimed at supporting the upkeep of infrastructure and capital requirements.

2 AIRPORT DE-CERTIFICATION

A number of airports across the country have considered dropping their certification to reduce the regulatory and cost burden on the airport and surrounding communities. This can be a much-contested subject as supporters of the airport may take the view the airport is an asset to the community just like roadways and underground infrastructure. Although some assets in a community can easily be seen as providing tangible value to the economic well-being of a community, it can be difficult to ascertain the economic benefit of an airport as these benefits are generally not focused on one sector or industry and cannot be easily quantified.

The Township of Chapleau notified Nav Canada – Aeronautical Information Management that the Airport has been de-certified, as indicated on June 11th, 2018, letter. This letter mentions, among the arguments in support of de-certification, the reduced administrative costs and regulatory requirements. The Township indicated it maintains its commitment to safety and strive to exceed the minimum compliance required under CAR 301 aerodromes. Please refer to **Appendix B**.

By choosing to de-certify the airport, the Township and surrounding community made the decision to limit the potential of providing scheduled air services to the community. By dropping from a certified airport to a registered aerodrome, the township has essentially made a conscious decision to not take full advantage of the assets and certification previously available to it.

3 AIRFIELD INFRASTRUCTURE ASSESSMENT

3.1 BACKGROUND

The Chapleau Airport has requested WSP Canada Inc. to conduct an Infrastructure assessment and provide recommendations regarding the future utilization of key surfaces, with a specific focus on Runway 28-10 and apron pavement assessment and rehabilitation.

WSP conducted a site visit/visual condition assessment on November 8 and 9, 2023. Due to snowfall conditions, site investigations on the runways and apron were limited. However, WSP was able to conduct site condition assessments on the terminal/operations building, maintenance facility and access road. Additional background information was provided by the Airport Assistant Manager. For pavement condition inspection air drone survey was employed by WSP. Based on this information, reasonable recommendations for the physical infrastructure at the Chapleau airport are provided.

Chapleau Airport is located approximately 5.6 kilometers southwest of the town of Chapleau in Ontario, Canada. It serves as a vital transportation hub for the surrounding region, particularly for access to remote areas and for firefighting activities.

Chapleau Airport primarily serves general aviation, charter flights, and emergency medical services. It is a crucial link for the local community, providing access to air transportation for both passengers and cargo. The airport also supports tourism and economic activities in the region, facilitating access to natural attractions and remote locations.

The airport is also designated as one of the Ontario Ministry of Natural Resources Aerial Response and Operations Base for strategic forest fire water bomber operation and is also utilized by Orange Air Ambulances.

3.2 VISUAL CONDITION ASSESSMENT

WSP conducted a site visit/visual condition assessment of landside facilities on November 8 and 9, 2023 by Mr. Juan Perez Aristizabal, P.Eng.

Due to snowfall conditions, site investigations on the runways and apron were limited. However, WSP was able to conduct site condition assessments on the terminal/operations building, maintenance facility, and access road. Additional background information was provided by the Airport Assistant Manager and air drone surveys, as described in **Section 3.4.1**. It is concluded that there is sufficient information for WSP to provide reasonable recommendations for the existing landside airport assets.

3.2.1 REVIEW OF FACILITIES

In this section the current condition of the existing facilities in the airport are being assessed. These facilities include maintenance facility, terminal building and staff offices, air fuel tanks and cabinets, hangars and access road.

3.2.1.1 MAINTENANCE FACILITY

The existing maintenance facility is located to the west of the terminal and staff offices building. Consists of a steel framed building with poured concrete slab-on-grade floor, steel columns and girts, and walls on steel panels painted

yellow on the exterior. The maintenance facility has a floor area of approximately 230 square metres. Inside this building there is storage space, a shop used to stock airport equipment parts, and to hold vehicles and maintenance equipment. This facility can be accessed through three main vehicle gates and two pedestrian doors. Inside the maintenance facility there is a closed storage room with an approximate area of 27 square metres.

The maintenance facility provides storage space for one snowplow, one Jet-fuel truck, one blower, and one pick up truck as well as plywood. The higher part of the interior walls is foam-isolated. Artificial lighting is provided by ultraviolet lamps hanging from the roof. During daytime, lighting is also provided by sunlight coming through the windows. Ventilation is provided by fans hanging from the roof and by small vertical fans installed at the top of the side walls on both ends of the building.

Airport maintenance is mostly undertaken by staff employed by the Township of Chapleau. Airport maintenance activities include, but are not limited to the following task:

- Safety inspections
- Fence maintenance
- Grass, trees cutting
- Snow clearing
- Airfield electrical systems and visual aids maintenance
- Groundside and airside road maintenance
- Wildlife management

The maintenance facility appears to be in fair to good operating condition, the following photographs illustrate its general appearance.



Figure 3-1 Maintenance Facility – View from Access Road



Figure 3-2 Maintenance Facility – South Side View

Adjacent to the facility, on its north side, there is an aboveground steel tank for fuel oil and lubricating oil with a capacity of 909 litres and a metal thickness of 2.0mm. This tank was manufactured in 2004 by Parrsboro Metal Fabricators Ltd., Nova Scotia. This fuel tank appears in fine condition and does not appear to show significant external corrosion; however it is past its useful life and it is advised to be replaced. Photographs in Figure 3-3 provide additional details of condition of the steel tank. Since the facilities assessment, the airport administration informed WSP of the decommissioning of the fuel oil steel tank.



Figure 3-3 Maintenance Facility - Steel Tank for Fuel Oil and Lubricating Oil – Removed from site



Figure 3-4 Inside Maintenance Facility - Blower and Stored Plywood

3.2.1.2 TERMINAL AND STAFF OFFICES BUILDING

The existing terminal building and staff offices are integrated into a single building with a floor area of approximately 120 square metres. This building is comprised of one single floor, wood built on the walls and is poured concrete slab-on-grade floor. There are two separate office spaces - one for the Assistant Airport Manager and one for the altimeter/Nav staff. Both offices are connected internally through a door. The Assistant Airport Manager office is also connected to the electrical room which holds the runway lighting panels, HWOS transformer, main disconnect, switch control, hot water tank, among others. The area for this equipment is very tight as currently there is no separate Field Electrical Center (FEC).

The altimeter/Nav staff office is also connected to a separate small electrical cabinet room which holds Nav Canada instruments, panel/switches for runway equipment (control relays, control terminals, rotating beacon, wind cone, taxi/ramp and runway lighting), radio control equipment (ADB), constant current regulators, airfield lighting panels, cutler-hammer (Eaton), among others.

The 4.0m x 4.6m Assistant Manager office has an approximate area 18.5 square metres and holds two desks/tables with computer, two chairs, printer, landline telephone, and cash register. This office also holds a refrigerator, coffee machine, filing cabinets, shelves and first aid kit. This office is climatized by an air conditioning unit mounted on top of the window.

The rest of the building is used for passenger processing including one hold room and one accessible washroom serving staff and passengers. The hold room has seven movable chairs, which are adequate for the number of people served by the airport. The 3.65m x 2.35m washroom has an approximate area of 8.6 square metres and includes one sink and one unisex toilet, both in good operating condition and is adequate for the number employees and the number of people served by the airport.



Figure 3-5 Terminal and Staff Offices Building - View from Parking Lot



Figure 3-6 Terminal and Staff Offices Building - View from Apron

At time of visit there were new windows standing near the existing windows inside the Assistant Airport Manager office. These windows are expected to provide better thermal insulation and energy efficiency. At time of visit it was unclear the timeframe for their installation. The terminal building appears to be in good operating condition, no evidence of mold was found and in general there were no visible untied cables or other significant issues. Although the building appears well maintained, a more detailed inspection is recommended to verify compliance with the National Building Code of Canada. The following photographs illustrate the building interior general appearance. **Figure 3-7** to **Figure 3-9** illustrates the office of the Airport Assistant Manager as well as the Holding Room.



Figure 3-7 Airport Assistant Manager Office



Figure 3-8 Terminal Building - Holding Room



Figure 3-9 Terminal Building - Holding Room, Washroom and Access Door to Nav Staff Office

3.2.1.3 AIR FUEL TANKS AND CABINETS

Two above ground fuel tanks are in use currently which are connected to their fuel cabinets and dispensers. Fueling stations provide Jet Fuel (Jet-A1) and aviation gasoline (AV 100LL). According to the Airport Assistant Manager, fuel dispensers often malfunction. Based on Airport Maintenance records, substantial resources are invested on fuel cabinets maintenance. \$2,453 in 2013, \$1,310 in 2014 and 2015 (each year); \$1,705 in 2018 and \$3,452 in 2020, the most recent year when substantial maintenance work was completed.

There are three legacy underground storage tanks adjacent to the apron and the fuel dispensers. It is estimated that two of these tanks were installed 40 – 50 years ago, and the third one approximately 30 years ago. Remediation work should need to be carried out if they need be removed or replaced to address environmental requirements.

Although more information on the age/history of the fuel tanks was not available, it is presumed that no upgrade work from the 2015 WSP report recommendations has been done on the tanks, except for the cabinets which have been updated as indicated above.

Air fuel dispenser meters were last inspected by Measurement-Canada in October 2023. The following images illustrate the condition of air fuel tanks and dispensers in November 2023.



Figure 3-10 Air Fuel Underground Tanks



Figure 3-11 Jet and Aviation Gasoline Fuel Dispensers

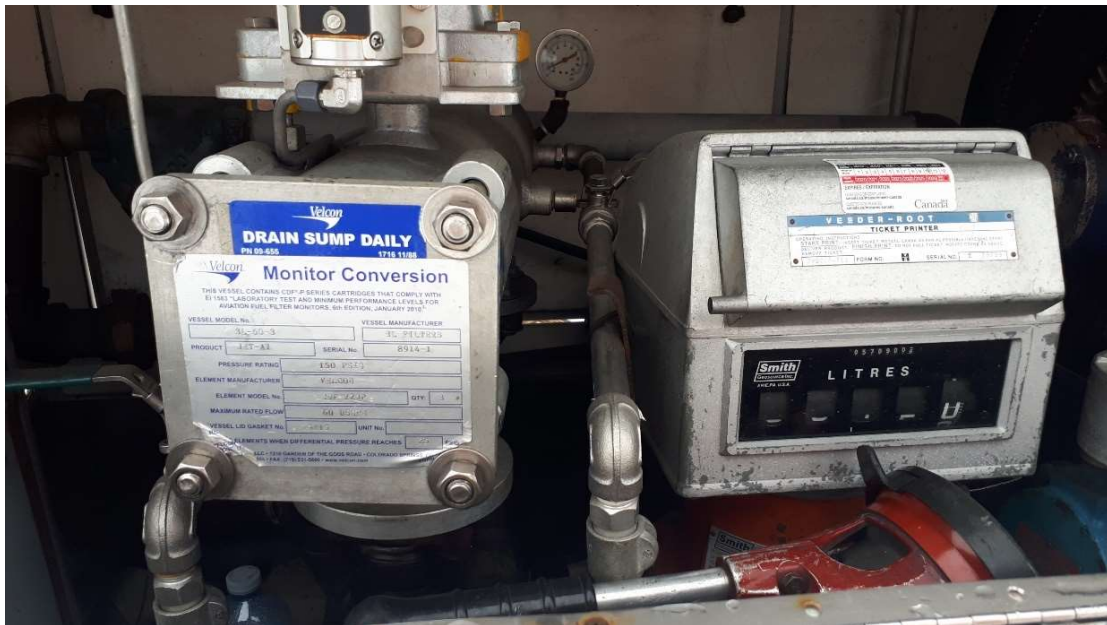


Figure 3-12 Air Fuel Dispensers - Filter/Separator Vessel and Fuel Meter with Ticket Printer

3.2.1.4 HANGARS

There are five aircraft hangars at Chapleau Municipal Airport. All these hangars are privately owned. Access to the interior of the hangars was not available at time of visit. Individual hangar surface areas range between approximately 210 and 360 square metres. Aircraft access is provided through taxiway C connecting to the apron. Most of the hangars

look from the exterior in adequate operational condition, except for one that seems abandoned as shown in the following image. This hangar should be demolished for safety. Hangars in good condition are illustrated in the Appendix.



Figure 3-13 Non-operational Hangar

3.2.1.5 ACCESS ROAD AND PARKING

The airport is served by one access road connecting Ontario Highway 101 with the terminal building and extending all the way to the maintenance facility for an approximate distance of 590 metres. As weather conditions were with heavy snow, the visual condition assessment is limited.

Access road consists of a two-lane paved road with one lane in each direction. The paved road ends at the terminal building parking lot which is also paved. However, the road section from the parking lot to the maintenance building is in gravel.

There is a gate separating the section leading to the maintenance building, which remained open during the site visit.

Vehicle parking supporting the terminal/staff office building comprises a paved area of approximately 1,500 square metres. Parking is free and there is no segregation for different types of parking uses such as short term, long term and/or employees/operational personnel.



Figure 3-14 Access Road - Sections in Pavement (Left) and Gravel (Right)

Pavement condition of the access road is fair, with moderate wear and some raveling on the running course, exposing the aggregate material as shown in photo below. There are localized potholes that should be filled as well as cracking to be sealed during spring maintenance season.



Figure 3-15 Access Road - Detail of Pavement

Please refer to **Appendix A** for more information about condition of existing airport assets and facilities.

3.2.2 REVIEW OF PAVEMENTS – DATA COLLECTION

In order to evaluate the current condition of the airfield pavement including runway 28-10, taxiways and the apron, data collection containing distress types, severities and densities of the surface defects was conducted.

WSP employed aerial drone technology to capture geo-referenced ultra high-resolution orthophoto (with the Ground Sampling Distance of less than or equal to 0.35 cm/px) of the airfield surface.

The drone used for this data collection was a Transport Canada (TC)-compliant advanced multi-rotor drone, specifically the Mavic 3 Enterprise with RTK. The Pilot-in-Command (PiC) was TC certified.

The objective was to offer a detailed view of surface defects along with their respective locations. The aerial survey carried out on November 14th and 15th, 2023, encompassed Runway 28-10, the apron, and taxiways, while excluding Runway 05-23 from the scope. The decision to exclude Runway 05-23 was made because the operator aims to build a new taxiway linking the apron to the start of Runway 10, thereby shortening the taxi distance for aircraft. Additionally, they intend to pursue measures to reduce maintenance costs associated with Runway 05-23. A random visual inspection of the existing airfield pavement was also completed. The inspection involved the visual assessment of Runway 10-28, the taxiways and main apron and other building facilities including the terminal building, offices, and maintenance facilities.

Collected data was processed and analyzed by WSP and is described in **Section 3.4**.

3.3 CONSTRUCTION AND REPAIR HISTORY

Construction of Chapleau Airport was completed in 1970. One gravel runway was constructed, designated as Runway 05-23 along with connecting taxiway and apron. Runway 05-23 is 916 m (3,006 ft) long and 23m (75 ft) wide. Regular scheduled service started on July 1st, 1975.

In 1979 a new runway, Runway 10-28, was constructed at Chapleau Airport. Initially, it was 1,219m (4,000 ft) and 30.5m (100 ft) wide. In 1991, this runway was extended to 1,524 (5,000 ft) to accommodate the Ontario Ministry of Natural Resources (MNR) Canadair CL 215 Water Bombers. These aircraft provide firefighting support for the area forests and are linked to the MNR Aerial Response and Operations Base at Chapleau.

Corrective airside pavement maintenance was conducted in 1991 by applying crack sealing.

Chapleau Municipal Airport was dedicated on May 21, 1995, in memory and honor of E.A. (Gene) Bernier.

Some other localized repairs, including partial resurfacing on the apron and crack sealing on the runway, were applied during the operation period by external contractors. However, most of the patches applied on the runway and apron have fully deteriorated and are no longer effective.

Runway 10-28 was certified as a Code 3C non-instrument runway per TP312 4th Edition standards. Runway 05-23 was certified as a Code 2B non-instrument runway, also in accordance with TP312 4th Edition.

TP312, 5th Edition incorporates Aircraft Group Numbers (AGN) as design criteria as opposed to the Aircraft Reference Code. The critical aircraft currently listed in the AOM for Runway 10-28 is the Boeing 737 (TP312 4th Edition Code C, TP312 5th Edition AGN IIIB). The critical aircraft listed in the AOM for Runway 05-23 is the De Havilland Twin Otter (TP312 4th Edition Code B, TP312 5th Edition AGN II).

Taxiway Alpha was certified as a Code C taxiway, aligning with TP312 4th Edition and AGN IIIB based on TP312 5th Edition criteria.

The Airport provided WSP with a summary record of maintenance costs from 2013 to 2023. According to this summary \$55,029 have been spend during the last 10 years on maintenance, being Electrical Runway the main item ticket with \$13,991 (approximately 25% of the total maintenance expenses). On Electrical Runway there were two years with significant expenses: 2013 and 2018, resembling a five-year cycle, when \$5,743 and \$6,907 were spent on maintenance respectively.

Second highest maintenance item was Truck Refueler with \$12,615 (approximately 23% of the total maintenance expenses). On Truck Refueler there were three years with significant expenses: 2014, 2018 and 2022, resembling a four-year cycle, when \$2,444, \$2,138 and \$5,891 were spent on maintenance respectively.

Third highest maintenance item was Fuel Cabinets with \$10,605 (approximately 19% of the total maintenance expenses). On Fuel Cabinets there were two years with significant expenses: 2013 and 2020, when \$2,453 and \$3,452 were spent on maintenance respectively. It is noted that fuel cabinet dispensers were replaced in 2020 with upgrades addressing some of the 2015 WSP report recommendations.

Annual maintenance expenses average \$5,002 over the last 10 years, being 2018 the highest year, when \$10,954 were spent on maintenance, most of which were on Electrical Runway and Truck Refueler (\$6,907 and \$2,138 respectively). It is noted that there were two years with very low maintenance expenses – 2016 and 2023 when annual maintenance expenses of only \$981 and \$614, spent on electrical for Terminal Building and Garage, Truck Refueler and Runway maintenance.

The Airport also reported separately two maintenance/renovation items with significant cost - runway lines painting in 2016 with a cost of \$56,353, and renovation of terminal building washrooms with a cost of \$25,376. More details of maintenance records as reported by the Airport are summarized in **Table 3-1** below.

Year	2013	2014	2015	2016*	2017	2018^	2019	2020	2021	2022	2023	Total	%
Truck Refueler		\$ 2,443.64			\$ 887.95	\$ 2,138.15		\$ 640.00		\$5,891.35	\$ 613.82	\$12,614.91	22.9%
Fuel Cabinets	\$ 2,452.93	\$ 1,310.30	\$ 1,310.30			\$ 1,704.91		\$3,451.95	\$ 375.00			\$10,605.39	19.3%
Electrical Terminal Building & Garage	\$ 199.98		\$ 296.00	\$ 360.50		\$ 203.58			\$ 947.00			\$ 2,007.06	3.6%
Electrical Runway	\$ 5,742.69	\$ 255.70			\$ 885.00	\$ 6,907.34		\$ 200.00				\$13,990.73	25.4%
Runway Maintenance	\$ 1,147.50			\$ 620.83	\$4,612.00							\$ 6,380.33	11.6%
Building Maintenance		\$ 403.98	\$ 245.00		\$ 729.76		\$1,492.45	\$4,472.25	\$ 959.00	\$1,128.00		\$ 9,430.44	17.1%
Total	\$ 9,543.10	\$ 4,413.62	\$ 1,851.30	\$ 981.33	\$7,114.71	\$10,953.98	\$1,492.45	\$8,764.20	\$2,281.00	\$7,019.35	\$ 613.82	\$55,028.86	100.0%

* In 2016 runway lines got painted costing \$56,353.36

^ In 2018 the washrooms in the terminal building were renovated costing \$25,376

Table 3-1 Chapeau Municipal Airport Maintenance 2013-2023

Additional material provided by the Airport is included in the Appendix B through Appendix D. Appendix B includes the letter issued by the Town of Chapeau to Nav Canada on June 12, 2018, informing on their decision of de-certification. Appendix C includes the Aerodrome Operator Attestation, Nav Canada Form F-IPD-124 (Version 2.1) which is required to support public Instrument Approach Procedures (IAPs) at non-certified aerodromes. This attestation is also required to obtain minima lower than 500 ft for restricted IAPs at non-certified aerodromes. This form was issued and signed by the Aerodrome Operator on March 29, 2023. Finally, Appendix D includes sample forms used by Airport staff to document their daily, weekly and monthly inspections of the aerodrome equipment and facilities. There are three forms that allow for logging status of multiple equipment and facilities – mechanical, electrical, safety and airside inspection items. Filled up forms were not provided, only the three-year summary costs.

3.4 AIRFIELD PAVEMENTS

The aim in this section is to evaluate the current condition of the airfield pavement including runway 28-10, taxiways and the apron. The pavement condition assessment process is pavement data collection containing collecting the distress types, severities and densities of the surface defects to be able to calculate the pavement condition indicators which is PCI (Pavement Condition Index) in this report.

3.4.1 PAVEMENT INSPECTION AND ASSESSMENT METHODOLOGY

In this study, ASTM D5340-23 was used for the airfield pavement assessment using the Pavement Condition Index (PCI) methodology for evaluating the surface condition of Runway 28-10, Taxiways, and Apron.

The airfield pavement is divided into branches, including the Runway 28-10, apron, and taxiways. For Runway 10-28, two sections were considered due to variations in pavement age resulting from the runway extension in 1991. Similarly, two taxiway sections were selected, while the apron will have only one section. Within each section, minimum sample units were identified for assessment. Figure 3-16 illustrates all branches and sections, while Figure 3-17 shows the sample units and their dimensions in Chapeau Airfield.

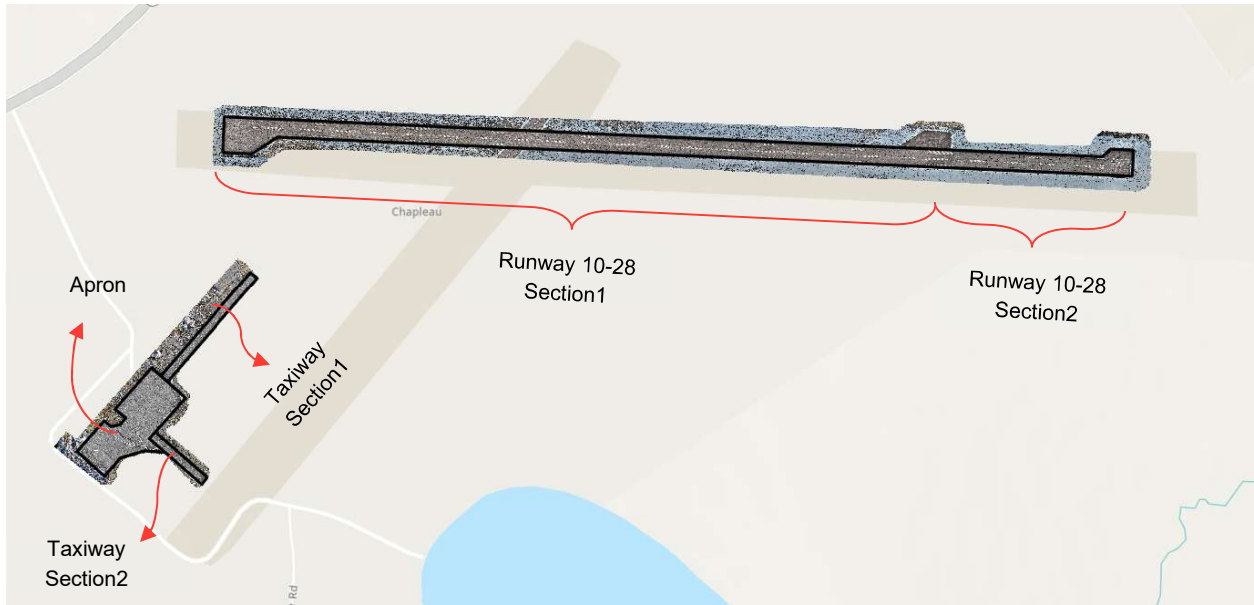


Figure 3-16 Airfield Section Definition

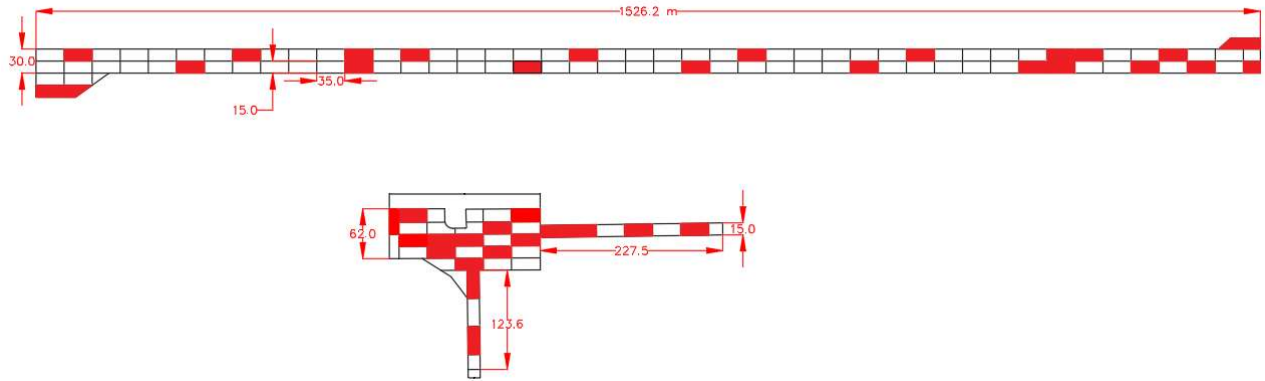


Figure 3-17 Airfield Sample Units

To assess the condition of pavement surfaces and detect existing distresses, images captured by the drone were transferred to the ArcGIS software. Sample units were then selected based on each branch dimension. Rectangles with dimensions of 15 meters by 35 meters, with a total of 525m², that fit the sample size criteria as per ASTM D5340-23 were considered for this purpose. The minimum number of sample units required to be inspected in each section was determined according to the ASTM standard.

Airport pavement distress, including its type, severity, and quantity, was evaluated through visual inspection of these pavement sample units.

The minimum number of sample units (n) that must be surveyed within a given section to obtain a statistically adequate estimate (95 % confidence) of the PCI of the section is calculated using the following formula. The result is rounded to the next highest whole number.

$$n = \frac{Ns^2}{\left(\left(\frac{e^2}{4}\right)(N - 1) + s^2\right)}$$

where:

e = acceptable error in estimating the section PCI.

Commonly, e = ±5 PCI points,

s = standard deviation of the PCI from one sample unit to another within the section. When performing the initial inspection, the standard deviation is assumed to be ten for AC pavements and 15 for PCC pavements. This assumption should be checked as described below after PCI values are determined. For subsequent inspections the standard deviation from the preceding inspection should be used to determine n, and

N = total number of sample units in the section.

The majority of the sample units at Chapleau Airfield have an area of 525 square metres. The number of random sample units in the branches is shown in the **Table 3-2** below.

Branch	Sections	Total number of sample units	Minimum number of sample units	Number of random sample units
Runway 28-10	1	73	13	13
Runway 28-10	2	19	9	9
Apron	1	27	11	11
Taxiway	1	6	4	4
Taxiway	2	3	2	2

Table 3-2 Minimum Number of Sample Units in Each Branch

In the next step, all detectable distresses on the pavement surfaces were recorded according to the ASTM D5340-23 standard definition, considering their severity and density. These records were then transferred to Paver software, Version 7.1.1. This software calculates the pavement condition index (PCI) for each sample unit and based on all inspected sample units within each section, calculates the overall PCI for that section.

The Pavement Condition Index (PCI) is a numerical scale used to rate the condition of pavement, ranging from 0 (indicating the worst condition) to 100 (indicating the best condition).

Table 3-3 provides a summary of the Pavement Condition Ratings with common types of distresses.

PCI Label	PCI range	Description of Possible Distresses
Good	86-100	No major distresses. Possibly some crack seal in place. Crack Sealing is suggested to reduce amount of water penetrating road surface.
Satisfactory	71-85	Recent crack seal starting to fail, longitudinal + transverse cracks, some recent and clean patches.
Fair	56-75	Moderate to severe block cracking, alligator cracking, potholes, and aging patches.
Poor	41-55	Increased quantity of alligator cracking, block cracking, potholes, and patches.
Very Poor	26-40	Severe alligator cracking. Failed patches, large quantity of deep and/or wide potholes.
Serious	11-25	Serious alligator cracking. Failed patches, high potential of FOD
Failed	0-11	Operation quality is severely affected by deep and dense potholes, failed patches, and alligator cracking. FOD hazard predicted

Table 3-3 Summary of the Pavement Condition Ratings

3.4.2 INSPECTION RESULTS

The evaluation of Chapleau airfield revealed that the predominant distress on the runway's surface is block cracking, resulting from the interconnectedness of longitudinal and transverse cracks. Climatic distresses, primarily block cracking, mostly exhibited medium severity, with longitudinal and transverse cracks being the most prevalent. Evidence of crack sealing was observed on the extended portion of the runway.

Longitudinal joints form between adjacent and parallel HMA mats, while transverse cracks, often extending to the asphalt edge, contribute to the formation of block cracks. Rectangular formations larger than 3 meters by 3 meters are classified as longitudinal and transverse cracks, not block cracking. The existing block cracks are mainly of moderate severity due to edge spalling and crack width.

Moreover, some sampled units displayed patching, indicating previous repair efforts on severe transverse cracks. However, the patches are significantly deteriorated and are not performing satisfactorily.

Block cracking, a common distress type in asphalt pavements, results from various factors such as temperature fluctuations, aging and inadequate binder content. These factors induce stress within the pavement, leading to the formation of interconnected rectangular or polygonal cracks. These cracks compromise pavement integrity, promote water infiltration, worsen ride quality, contribute to rutting, and escalate maintenance expenses. Timely crack sealing, patching, or overlaying are crucial interventions to prevent further deterioration and maintain pavement functionality.

Some cracks have been sealed, but over time, the elastic properties of the sealing materials deteriorate, rendering them ineffective under satisfactory conditions, however they may still partially prevent water infiltration and further deterioration.

Many cracks exhibit the development of parallel hairline cracks, indicating asphalt fatigue. The appearance of damages such as oxidation and aggregate exposure on the runway and apron surfaces also indicates the ineffectiveness of the asphalt binder. On the apron, a localized asphalt layer has been applied over the old asphalt, covering the block and alligator cracks. Additionally, some areas of the apron have experienced localized settlement, indicating a reduction in pavement bearing capacity in those sections. With the onset of rainfall, these areas will gradually contribute to increased levels of deterioration due to bird bath formation.

In many cases, hairline cracks parallel to the old cracks, and even previously sealed cracks, were observed, resembling alligator cracks. These cracks also indicating pavement fatigue and a failure of asphalt binder performance. **Table 3-4** shows the extrapolated quantity of distresses in each section based on their severity for the entire airfield surface.

Description	Severity	Quantity Unit	Runway				Apron		Taxiway				Total Quantity
			Section1		Section2		Quantity	Density	Section1		Section2		
			Quantity	Density	Quantity	Density			Quantity	Density	Quantity	Density	
ALLIGATOR CR	Low	SqM	104	0.2	6	0.04	283	2	0	0	0	0	395
ALLIGATOR CR	Medium	SqM	68	0.1	0	0	236	2	10	0.3	0	0	316
ALLIGATOR CR	High	SqM	0	0	0	0	6	0.0	0	0	5	0.2	11
L & T CR	Low	M	3502	7	1770	13	449	3	606	18	0	0	6369
L & T CR	Medium	M	1042	2	467	3	184	1	122	4	0	0	1826
L & T CR	High	M	0	0	65	0.5	17	0.1	72	2	49	2.5	209
BLOCK CR	Low	SqM	0	0	1725	13	411	3	340	10	0	0	2501
BLOCK CR	Medium	SqM	22060	47	322	2	5840	43	0	0	1546	77	29939
BLOCK CR	High	SqM	0	0	0	0	699	5	0	0	0	0	704
WEATHERING	Low	SqM	130	0.3	0	0	60	0.4	2	0.05	0	0	193
WEATHERING	Medium	SqM	151	0.3	0	0	4	0.0	0	0	0	0	155
WEATHERING	High	SqM	0	0	6	0	0	0	0	0	0	0	6
PATCHING	Low	SqM	0	0	0	0	0	0	0	0	0	0	0
PATCHING	Medium	SqM	83	0.2	63	0.5	0	0	10	0.3	0	0	157
PATCHING	High	SqM	519	1	61	0.4	77	0.6	0	0	0	0	659
RAVELING	Low	SqM	0	0	0	0	6	0.04	0	0	0	0	6
RAVELING	Medium	SqM	0	0	0	0	2	0.01	0	0	0	0	2
RAVELING	High	SqM	0	0	0	0	15	0.1	0	0	0	0	16
SLIPPAGE CR	N/A	N/A	0	0	14	0.1	0	0	0	0	0	0	14
OIL SPILLAGE	N/A	N/A	0	0	0	0	10	0.1	0	0	0	0	10
DEPRESSION	Low	SqM	0	0	0	0	4	0.03	0	0	0	0	4
DEPRESSION	Medium	SqM	0	0	0	0	0	0	0	0	0	0	0
DEPRESSION	High	SqM	0	0	0	0	0	0	0	0	0	0	0

Table 3-4 Extrapolated Distresses

Next, the distress data, including distress type and severity should be entered into the paver software. The paver software automatically calculates the PCI for each sample unit and provides the PCI for the entire section. **Table 3-5, Table 3-6, Table 3-7 and Table 3-8** present the PCI and pavement condition for all sample units and the total sections.

Branch	Sample unit	Section	PCI	Predominant distresses	Pavement Condition	Total Section PCI	Total section condition
Runway 28-10	R9	1	38	Longitudinal and Block Cracking, Patch, Weathering	Very Poor	40	Very Poor
Runway 28-10	R1-R4	1	51	Block Cracking	Fair		
Runway 28-10	R16	1	38	Longitudinal and Block Cracking, Patch, Weathering	Very Poor		
Runway 28-10	R21	1	47	Block Cracking, Weathering	Fair		
Runway 28-10	R29	1	42	Longitudinal and Block Cracking, Patch, Weathering	Fair		
Runway 28-10	R28	1	37	Block Cracking, Weathering	Very Poor		
Runway 28-10	R33	1	38	Longitudinal and Block Cracking, Patch, Raveling	Very Poor		
Runway 28-10	R40	1	40	Longitudinal and Block Cracking, Patch, Alligator Crack	Very Poor		
Runway 28-10	R45	1	39	Longitudinal and Block Cracking, Patch, Weathering	Very Poor		
Runway 28-10	R52	1	40	Longitudinal and Block Cracking, Patch, Alligator Crack	Very Poor		
Runway 28-10	R57	1	32	Longitudinal and Block Cracking, Patch, Alligator Crack	Very Poor		
Runway 28-10	R64	1	35	Longitudinal and Block Cracking, Patch, Alligator Crack	Very Poor		
Runway 20-10	R69	1	42	Block Cracking, Patch, Weathering	Poor		

Table 3-5 The PCI Results and Pavement Condition for the RWY Section 1

Branch	Sample unit	Section	PCI	Predominant distresses	Pavement Condition	Total section PCI	Total section condition
Runway 28-10	R76	2	45	Longitudinal and Block Cracking, Patch	Poor	58	Fair
Runway 28-10	R78	2	62	Block Cracking, Patch	Fair		
Runway 28-10	R81	2	67	Longitudinal Cracking, Patch	Fair		
Runway 28-10	R88	2	41	Longitudinal and Block Cracking, Patch, Slippage Cr	Poor		
Runway 28-10	R95-96	2	60	Longitudinal and Block Cracking	Fair		
Runway 28-10	R87	2	63	Longitudinal and Block Cracking, Patch	Fair		
Runway 28-10	R79	2	60	Longitudinal and Block Cracking, Patch	Fair		
Runway 28-10	R84	2	61	Longitudinal and Block Cracking, Patch, Weathering	Fair		
Runway 28-10	R92	2	71	Longitudinal	Satisfactory		

Table 3-6 The PCI Results and Pavement Condition for the RWY Section 2

Branch	Sample unit	Section	PCI	Predominant distresses	Pavement Condition	Total section PCI	Total section condition
Apron	A27	1	23	Block Cracking	Serious	39	Very Poor
Apron	A23	1	16	Longitudinal and Block Cracking, oil spillage, Weathering, Raveling, Alligator	Serious		
Apron	A25	1	32	Longitudinal and Block Cracking, Weathering Raveling	Very Poor		
Apron	A17	1	65	Longitudinal, Alligator	Fair		
Apron	A18	1	50	Longitudinal, Alligator, Depression	Poor		
Apron	A19	1	48	Block Cracking	Poor		
Apron	A16	1	53	Weathering, Block Cracking	Poor		
Apron	A13	1	44	Block Cracking, Patch	Poor		
Apron	A11	1	39	Longitudinal, Block Cracking, Patch	Very Poor		
Apron	A7	1	27	Block Cracking, Alligator	Very Poor		
Apron	A9	1	24	Block Cracking, Alligator	Serious		

Table 3-7 The PCI Results and Pavement Condition for the Apron Section 1

Branch	Sample unit	Section	PCI	Predominant distresses	Pavement Condition	Total section PCI	Total section condition
Taxiway	T2	1	68	Block Cracking, Longitudinal	Fair	65	Fair
Taxiway	T4	1	70	Longitudinal, Weathering	Fair		
Taxiway	T6	1	55	Block Cracking, Longitudinal, Alligator	Poor		
Taxiway	T7	1	67	Longitudinal, Patch	Fair		
Taxiway	T9	2	44	Block Cracking, Longitudinal	Poor	41	Poor
Taxiway	T11	2	38	Block Cracking, Longitudinal, Alligator	Very Poor		

Table 3-8 The PCI Results and Pavement Condition for the Taxiway Section 1 and 2

The PCI values ranged from 32 to 51 across first runway section and from 41 to 72 for the second section. Sections with PCI values below 50 were categorized as "Very Poor" or "Poor," indicating severe pavement distress and deterioration. Factors contributing to low PCI values include the presence of block cracking, longitudinal and transverse cracks, patching, and weathering. These sections require immediate rehabilitation and maintenance efforts to ensure safe and efficient airport operations.

The condition of the apron, as assessed through the PCI, varies across the 11 sample units. The PCI scores range from 16 to 65, indicating a diverse range of pavement conditions. The total PCI for the apron is 39, indicating a very poor pavement condition.

The PCI result for the taxiway sections show that the pavement condition index ranges from 44 to 70. The overall PCI for section 1 is 65, and for section 2 (Taxiway A) is 41.



Figure 3-18 The PCI Results for the Airfield Sections



Figure 3-19 The PCI results for Each Sample Unit

Paver software is also able to calculate other pavement condition indices, such as FOD index and Structural Condition Index (SCI), based on the related distresses.

The Structural Condition Index (SCI) is a numerical rating used to assess the structural integrity and load-bearing capacity of a pavement structure. The index considers pavement structural distresses such as rutting, alligator cracking and depression.

The Foreign Object Debris (FOD) Index is a measure used to assess the cleanliness and safety of airport runways, taxiways, and aprons by quantifying the presence of foreign objects or debris that could pose hazards to aircraft operations. The FOD Index typically ranges from 0 to 100, with lower values indicating a cleaner and safer pavement surface. The index considers the distresses that potentially may cause FOD including alligator cracks and block cracking.

Branch	Section	PCI	SCI	FOD
Runway 28-10	1	40	75	59
Runway 28-10	2	58	81	42
Apron	1	39	68	54
Taxiway	1	65	80	33
Taxiway	2	41	73	58

Table 3-9 The PCI Results and Pavement Condition for Entire Airport

In the first section of the runway, the Pavement Condition Index (PCI) is relatively low at 40, indicating a very poor condition. However, the Structural Condition Index (SCI) is higher at 75, suggesting that the pavement's load-bearing capacity is still adequate despite surface distresses. The foreign object debris (FOD) index is moderate at 59, indicating a moderate level of cleanliness and safety as shown in table 2-8.

In Section 2 of the runway, the PCI is higher at 58, indicating a better pavement condition compared to Section 1. The SCI is also higher at 81, indicating better structural integrity. However, the FOD index is relatively low at 42, indicate a good condition.

The PCI for the apron is 39, indicating a very poor pavement condition. The SCI is 68, suggesting poor structural integrity. The FOD index is moderate at 54, indicating a moderate level of cleanliness and safety.

In taxiway Section 1, the PCI is high at 65, indicating a fair pavement condition. The SCI is 80, indicating a fair structural integrity. The FOD index is good at 33, suggesting a cleaner pavement surface.

In Section 2, the PCI is lower at 41 compared to Section 1, indicating a poor pavement condition. The SCI is 73, suggesting poor structural integrity. The FOD index is moderate at 58, indicating a moderate level of cleanliness and safety.

3.4.3 ANALYSIS

After 50 years of airfield pavement operation, the surface is full of block cracks, longitudinal and transverse cracks, and exhibits weathering and raveling. It indicates that the pavement has reached the end of its service life. Pavement failure occurs when pavement can no longer adequately support traffic loads or withstand environmental stresses, leading to deterioration and reduced functionality.

At this stage, maintenance and preservation efforts may no longer be sufficient to extend pavement functionality, and major repair or rehabilitation measures become necessary.

Major repair may involve milling and overlaying, full-depth reconstruction, or asphalt cold recycling.

3.5 AIRFIELD ELECTRICAL

It is assumed that the existing airfield electrical equipment was installed around the same time as the RWY, TWY, and apron pavement.

The RWY 10-28 is equipped with medium-intensity edge lights (TE ME) as published in the Canada Flight Supplement (CFS). At each end of the runway, there are Visual Approach Slope Indicators (VASIs) and Wind Direction Indicators (WDIs).

3.5.1 EXISTING CONDITIONS

RWY 05-23 features low-intensity edge lights (TE LO) as indicated in the Canada Flight Supplement (CFS). At each end of the runway, there is a VASI, and at the RWY 05 end, there is one WDI.

All lights are controlled by ARCAL, except for the VASIs on runway 05.

The existing light fixtures appear to be in fair to poor condition, and during the site visit, airport staff reported that the system is unreliable from time to time.

Over the years, the airport has completed isolated electrical repair works to extend the lifespan of the electrical system.



Figure 3-20 RWY 10-28 Threshold Lights



Figure 3-21 RWY 10-28 Edge Lights



Figure 3-22 Apron – TWY Intersection Lights



Figure 3-23 VASI

3.6 AIRFIELD PAVEMENT REHABILITATION

The airfield pavements have exceeded their useful life and need to be rehabilitated. A geotechnical investigation should be completed to determine a proper pavement structure. WSP reviewed the data and inspection results and based on the new analysis our recommendations for rehabilitation method are as follows:

- Full Depth Removal of the existing asphalt
- Remove 100mm of Granular base and re-grade
- Place 100mm of Granular Base
- Place 100mm of HMAC

3.7 AIRFIELD ELECTRICAL REHABILITATION

All the airfield electrical lighting should be rehabilitated in the form of new cabling, pull pits and fixtures.

3.8 AIRFIELD REHABILITATION CAPITAL COSTS

3.8.1 PROJECT HIGHLIGHTS AND SCOPE OF WORK

- Runway 10-28, Taxiway A and terminal Apron Rehabilitation which includes the complete removal and replacement of asphalt.
 - Paving c/w new line markings and runway edge lighting
 - New Precision Approach Path Indicator (PAPI) at both ends of the RWY.
- Decommission of existing Visual Approach Slope Indicator (VASI) System from both RWY's.
 - New Wind Direction Indicator (WDI) at both ends of the RWY.
 - The Construction of a new Taxiway connecting Runway 10-28 from the terminal apron (including edge lights, signage, and markings).

- Runway 05-23 will be decommissioned which includes the removal of signs and the disconnection of runway lights.
- We did not receive or review any geotechnical, environmental or hydrology reports.

Figure 3-24 shows the site plan after decommissioning the runway 05-23 and taxiway A and constructing the new taxiway.



Figure 3-24 The Future Site Plan

3.8.2 COST BASIS

Unit price of items is based on "historical unit price data" & other comparable design milestone estimates.

This Class D estimate contains limited design information, and drawings are basic layout runway plans. All estimates are conceptual in nature and reflect an opinion of cost that would ideally be verified or revised once the design is advanced including specifications and or design briefs.

Due to limited design information, historical assumptions and unit rates from similar civil project estimates have been used. All inclusive rates were used where appropriate.

The Estimate assumes the project will be tendered to civil road contractors and no general contractor or construction manager will be considered.

Estimate is based on airfield pavement Assessment dated November 2023.

All unit rates include labor, material, equipment and sub-contractors' overhead and profits and applicable taxes (excluding HST).

The majority of the works performed during normal working hours; Selective activities will be performed during non-peak airport hours.

The expected level of accuracy of a Class D estimate is plus or minus 25% based on PSPWC classification.

Our estimate is based on receiving 3-5 bids.

Current market volatility will negatively impact the number of bidders and bid prices.

We did not receive or review any geotechnical, environmental or hydrology reports.

Low Scenario assumes existing local quarry materials and asphalt plant can be used.

Medium Scenario assumes sources can be developed within reasonably close proximity to Chapleau or the project can be completed concurrently with other asphalt work in the vicinity of Chapleau.

High Scenario assumes granular materials and hot mix asphalt will be transported from Timmins.

3.8.3 COST ESTIMATE'S EXCLUSIONS

Certain items have been excluded from the cost estimation to maintain clarity and precision in budgeting. The following items are not included in the current cost estimate:

- Cost for electrical power upgrades.
- Special ground improvements such as removals and replacing of unsuitable soils.
- Life cycle costs
- Financing costs
- Re-routing of existing airport operations, services, temporarily or permanently.
- Operating or maintenance costs
- Relocation of businesses
- Chapleau airport authority or municipality administration costs
- AFP or P3 procurement model
- Runway snow melting systems.
- Schedule fast-tracking and crashing costs.
- Premium for sole sourcing
- Property acquisitions are excluded.
- Removal and disposal of contaminated soils (If required)

3.8.4 PROJECT ALLOWANCES

Project / design maturity Contingency 20% - undesigned and undefined scope of work

Soft Costs / Design / Engineering Consulting Fees 15%

Escalation Allowance - we assume 5% per annum compounded for 1 year to a midpoint of construction in Spring 2025.

Mobilization/Demobilization/Bonding/Insurance/PCO/Layout/QC/As Built Survey/General Conditions Costs (Field staff, site trailers, washrooms, fences, etc.) 10%

3.8.5 COST ESTIMATION


Project No. CA0014461.1089 04/26/2024						
Chapleau Airport Preliminary Project Cost Estimate (Class D) Runway 10-28 Rehabilitation - LOW SCENARIO						
						
Item	Description					Total
1.0	General Construction Items					\$ 450,000
2.0	Full Depth Pavement Reconstruction					\$ 3,689,750
3.0	Electrical Rehabilitation					\$ 1,048,000
Subtotal Construction Costs (Excluding 13% HST)					\$ 5,187,750	
4.0	Project / Design Maturity Contingency		20%		\$ 1,037,550	
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 933,795	
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 357,955	
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 7,517,050	
1.0	General Construction Items	Quantity	Unit	Unit Price	Total	
1.1	Mobilization/Demobilization/Bonding/Insurance/PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 450,000.00	\$ 450,000	
Total Section 1.0					\$ 450,000	
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total	
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	54,500	m2	\$15.00	\$ 817,500	
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$20,000.00	\$ 20,000	
2.3	Excavate and dispose of granular material under paving	5,450	m3	\$12.00	\$ 65,400	
2.4	Grading and compacting the existing base layer	54,500	m2	\$4.00	\$ 218,000	
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MPmdd	9,810	tonnes	\$25.00	\$ 245,250	
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	5,995	tonnes	\$180.00	\$ 1,079,100	
2.7	Tack Coat	54,500	m2	\$1.00	\$ 54,500	
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	5,995	tonnes	\$180.00	\$ 1,079,100	
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$20,000.00	\$ 20,000	
2.10	Signage allowance	1	LS	\$2,000.00	\$ 2,000	
2.11	New windsocks (Wind direction indicators)	2	EA	\$1,200.00	\$ 2,400	
2.12	Allowance for shoulder drainage swale grading	1	EA	\$20,000.00	\$ 20,000	
2.13	Pavement Line Markings	1	LS	\$66,500.00	\$ 66,500	
Total Section 2.0					\$ 3,689,750	
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total	
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	3,360	LM	\$250.00	\$ 840,000	
3.2	Supply and Install Runway Threshold lights	16	EA	\$3,000.00	\$ 48,000	
3.3	Supply and Install New PAPI	2	EA	\$80,000.00	\$ 160,000	
Total Section 3.0					\$ 1,048,000	

Table 3-10 Runway 10-28 Rehabilitation (Low Scenario)


Project No. CA0014461.1089 04/26/2024					
Chapleau Airport Preliminary Project Cost Estimate (Class D) Runway 05-23 Decommission - LOW & HIGH SCENARIO					
					
Item	Description				Total
1.0	General Construction Items				\$ 142,550
Subtotal Construction Costs (Excluding 13% HST)					\$ 142,550
4.0	Project / Design Maturity Contingency	20%		\$ 28,510	
5.0	Soft Costs - Design Consultants, permits, etc.	15%		\$ 4,277	
6.0	Escalation Contingency - Assume 1 year at 5%/annum	5%		\$ 214	
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 175,550
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 17,000.00	\$ 17,000
1.2	Decommission Signage	1	LS	\$ 7,500.00	\$ 7,500
1.3	Pavement Line Markings (Removal of Runway Markings and painting of Taxiway Line) Paint White X	1	LS	\$ 113,050.00	\$ 113,050
1.4	Decommission runway lighting	1	LS	\$ 5,000.00	\$ 5,000
Total Section 1.0					\$ 142,550

Table 3-11 Runway 05-23 Decommission (Low & High Scenario)

Project No. CA0014461.1089

04/26/2024

Chapleau Airport Preliminary Project Cost Estimate (Class D) Taxiway Rehabilitation - LOW SCENARIO



Item	Description				Total
1.0	General Construction Items				\$ 45,000
2.0	Full Depth Pavement Reconstruction				\$ 197,230
3.0	Electrical Rehabilitation				\$ 72,500
Subtotal Construction Costs (Excluding 13% HST)					\$ 314,730
4.0	Project / Design Maturity Contingency		20%		\$ 62,946
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 56,651
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 21,716
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 456,044
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 45,000.00	\$ 45,000
Total Section 1.0					\$ 45,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	2,600	m2	\$15.00	\$ 39,000
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$5,000.00	\$ 5,000
2.3	Excavate and dispose of granular material under paving	260	m3	\$12.00	\$ 3,120
2.4	Grading and compacting the existing base layer	2,600	m2	\$4.00	\$ 10,400
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MP mdd	700	tonnes	\$25.00	\$ 17,500
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	286	tonnes	\$180.00	\$ 51,480
2.7	Tack Coat	2,600	m2	\$1.00	\$ 2,600
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	286	tonnes	\$180.00	\$ 51,480
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$ 5,000.00	\$ 5,000
2.10	Allowance for reinstating of signage, granular shoulder and soft landscaped areas as a result of work	1	LS	\$ 5,000.00	\$ 5,000
2.11	Pavement Line Markings	1	LS	\$6,650.00	\$ 6,650
Total Section 2.0					\$ 197,230
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	290	lm	\$250.00	\$ 72,500
Total Section 3.0					\$ 72,500

Table 3-12 Taxiway Rehabilitation (Low Scenario)

Project No. CA0014461.1089
04/26/2024

Chapleau Airport Preliminary Project Cost Estimate (Class D) Apron Rehabilitation - LOW SCENARIO



Item	Description				Total
1.0	General Construction Items				\$ 120,000
2.0	Full Depth Pavement Reconstruction				\$ 664,190
3.0	Electrical Rehabilitation				\$ 92,500
Subtotal Construction Costs (Excluding 13% HST)					\$ 876,690
4.0	Project / Design Maturity Contingency		20%		\$ 175,338
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 157,804
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 60,492
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 1,270,324
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 120,000.00	\$ 120,000
Total Section 1.0					\$ 120,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	14,200	M2	\$15.00	\$ 213,000
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$ 10,000.00	\$ 10,000
2.3	Excavate and dispose of granular material under paving	1,420	m3	\$12.00	\$ 17,040
2.4	Grading and compacting the existing base layer	14,200	m2	\$4.00	\$ 56,800
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MP mdd	2,556	tonnes	\$25.00	\$ 63,900
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	710	tonnes	\$180.00	\$ 127,800
2.7	Tack Coat	14,200	M2	\$1.00	\$ 14,200
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	710	tonnes	\$180.00	\$ 127,800
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$ 15,000.00	\$ 15,000
2.10	Signage Allowance	1	LS	\$ 2,000.00	\$ 2,000
2.11	Allowance for shoulder drainage swale grading	1	LS	\$ 10,000.00	\$ 10,000
2.12	Pavement Line Markings	1	LS	\$6,650.00	\$ 6,650
Total Section 2.0					\$ 664,190
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	370	LM	\$250.00	\$ 92,500
Total Section 3.0					\$ 92,500

Table 3-13 Apron Rehabilitation (Low Scenario)


Project No. 141-21886-00		04/26/2024			
		Chapleau Airport			
		Preliminary Project Cost Estimate (Class D) New Taxiway Construction - LOW SCENARIO			
Item	Description	Total			
1.0	General Construction Items	\$ 130,000			
2.0	Full Depth Pavement Reconstruction	\$ 533,296			
3.0	Electrical Rehabilitation	\$ 250,000			
Subtotal Construction Costs (Excluding 13% HST)		\$ 913,296			
4.0	Project / Design Maturity Contingency	20%	\$ 182,659		
5.0	Soft Costs - Design Consultants, permits, etc.	15%	\$ 164,393		
6.0	Escalation Contingency - Assume 1 year at 5%/annum	5%	\$ 63,017		
Total Preliminary Project Cost Estimate (Excluding 13% HST)		\$ 1,323,366			
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 130,000.00	\$ 130,000
Total Section 1.0					\$ 130,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Cut and Fill requirement for new taxiway Assume 1m	6,426	M3	\$15.00	\$ 96,390
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$ 10,000.00	\$ 10,000
2.2	Supply and Place 100mm Granular Subbase Compacted to 98% MPmdd	578	tonnes	\$25.00	\$ 14,459
2.3	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	353	tonnes	\$180.00	\$ 63,617
2.4	Tack Coat	3,213	m2	\$1.00	\$ 3,213
2.5	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	353	tonnes	\$180.00	\$ 63,617
2.6	Install new subdrain and catch basins	500	LM	\$500.00	\$ 250,000
2.7	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$10,000.00	\$ 10,000
2.8	Signage Allowance	1	LS	\$2,000.00	\$ 2,000
2.9	Allowance for shoulder drainage swale grading	1	LS	\$10,000.00	\$ 10,000
2.10	Pavement Line Markings	1	LS	\$10,000.00	\$ 10,000
Total Section 2.0					\$ 533,296
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Supply and Install Edge lights including Pulpits and New Cabling	1,000	LM	\$250.00	\$ 250,000
Total Section 3.0					\$ 250,000

Table 3-14 New Taxiway Construction (Low Scenario)


Project No. CA0014461.1089		Chapleau Airport			04/26/2024
		Preliminary Project Cost Estimate (Class D) Runway 10-28 Rehabilitation - HIGH SCENARIO			
Item	Description				Total
1.0	General Construction Items				\$ 900,000
2.0	Full Depth Pavement Reconstruction				\$ 5,471,900
3.0	Electrical Rehabilitation				\$ 1,048,000
Subtotal Construction Costs (Excluding 13% HST)					\$ 7,419,900
4.0	Project / Design Maturity Contingency		20%		\$ 1,483,980
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 1,335,582
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 511,973
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 10,751,435
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 900,000.00	\$ 900,000
Total Section 1.0					\$ 900,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	54,500	M2	\$15.00	\$ 817,500
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$ 20,000.00	\$ 20,000
2.3	Excavate and dispose of granular material under paving	5,450	M3	\$12.00	\$ 65,400
2.4	Grading and compacting the existing base layer	54,500	M2	\$4.00	\$ 218,000
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MPmdd	9,810	tonnes	\$60.00	\$ 588,600
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	5,995	tonnes	\$300.00	\$ 1,798,500
2.7	Tack Coat	54,500	M2	\$1.00	\$ 54,500
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	5,995	tonnes	\$300.00	\$ 1,798,500
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$ 20,000.00	\$ 20,000
2.10	Signage allowance	1	LS	\$2,000.00	\$ 2,000
2.11	New windsocks (Wind direction indicators)	2	EA	\$1,200.00	\$ 2,400
2.12	Allowance for shoulder drainage swale grading	1	LS	\$20,000.00	\$ 20,000
2.13	Pavement Line Markings	1	LS	\$66,500.00	\$ 66,500
Total Section 2.0					\$ 5,471,900
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	3,360	LM	\$250.00	\$ 840,000
3.2	Supply and Install Runway Threshold lights	16	EA	\$3,000.00	\$ 48,000
3.3	Supply and Install New PAPI	2	EA	\$80,000.00	\$ 160,000
Total Section 3.0					\$ 1,048,000

Table 3-15 Runway 10-28 Rehabilitation (High Scenario)


Project No. CA0014461.1089		Chapleau Airport			04/26/2024
		Preliminary Project Cost Estimate (Class D) Taxiway Rehabilitation - HIGH SCENARIO			
Item	Description				Total
1.0	General Construction Items				\$ 60,000
2.0	Full Depth Pavement Reconstruction				\$ 276,450
3.0	Electrical Rehabilitation				\$ 72,500
Subtotal Construction Costs (Excluding 13% HST)					\$ 408,950
4.0	Project / Design Maturity Contingency		20%		\$ 81,790
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 73,611
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 28,218
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 592,569
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 60,000.00	\$ 60,000
Total Section 1.0					\$ 60,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	2,600	m2	\$15.00	\$ 39,000
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$ 5,000.00	\$ 5,000
2.3	Excavate and dispose of granular material under paving	260	m3	\$12.00	\$ 3,120
2.4	Grading and compacting the existing base layer	2,600	m2	\$4.00	\$ 10,400
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MP mdd	468	tonnes	\$60.00	\$ 28,080
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	286	tonnes	\$300.00	\$ 85,800
2.7	Tack Coat	2,600	m2	\$1.00	\$ 2,600
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	286	tonnes	\$300.00	\$ 85,800
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$ 5,000.00	\$ 5,000
2.10	Allowance for reinstating of signage, granular shoulder and soft landscaped areas as a result of work	1	LS	\$ 5,000.00	\$ 5,000
2.11	Pavement Line Markings	1	LS	\$6,650.00	\$ 6,650
Total Section 2.0					\$ 276,450
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	290	lm	\$250.00	\$ 72,500
Total Section 3.0					\$ 72,500

Table 3-16 Taxiway Rehabilitation (High Scenario)


Project No. CA0014461.1089		Chapleau Airport			04/26/2024
		Preliminary Project Cost Estimate (Class D) Apron Rehabilitation - HIGH SCENARIO			
Item	Description				Total
1.0	General Construction Items				\$ 230,000
2.0	Full Depth Pavement Reconstruction				\$ 1,435,250
3.0	Electrical Rehabilitation				\$ 92,500
Subtotal Construction Costs (Excluding 13% HST)					\$ 1,757,750
4.0	Project / Design Maturity Contingency		20%		\$ 351,550
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 316,395
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 121,285
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 2,546,980
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 230,000.00	\$ 230,000
Total Section 1.0					\$ 230,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Full Depth Asphalt Removal (100mm) c/w Offsite Disposal	14,200	M2	\$15.00	\$ 213,000
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$ 10,000.00	\$ 10,000
2.3	Excavate and dispose of granular material under paving	1,420	M3	\$12.00	\$ 17,040
2.4	Grading and compacting the existing base layer	14,200	M2	\$4.00	\$ 56,800
2.5	Supply and Place Granular 100mm Granular Base Compacted to 100% MP mdd	2,556	tonnes	\$60.00	\$ 153,360
2.6	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	1,562	tonnes	\$300.00	\$ 468,600
2.7	Tack Coat	14,200	M2	\$1.00	\$ 14,200
2.8	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	1,562	tonnes	\$300.00	\$ 468,600
2.9	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$ 15,000.00	\$ 15,000
2.10	Signage allowance	1	LS	\$2,000.00	\$ 2,000
2.11	Allowance for shoulder drainage swale grading	1	LS	\$ 10,000.00	\$ 10,000
2.12	Pavement Line Markings	1	LS	\$6,650.00	\$ 6,650
Total Section 2.0					\$ 1,435,250
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Remove Existing Edge Lights. Supply and Install Edge lights including Pulpits and New Cabling	370	LM	\$250.00	\$ 92,500
Total Section 3.0					\$ 92,500

Table 3-17 Apron Rehabilitation (High Scenario)


Project No. CA0014461.1089		Chapleau Airport			04/26/2024
		Preliminary Project Cost Estimate (Class D) New Taxiway Construction - HIGH SCENARIO			
Item	Description				Total
1.0	General Construction Items				\$ 130,000
2.0	Full Depth Pavement Reconstruction				\$ 638,361
3.0	Electrical Rehabilitation				\$ 250,000
Subtotal Construction Costs (Excluding 13% HST)					\$ 1,018,361
4.0	Project / Design Maturity Contingency		20%		\$ 203,672
5.0	Soft Costs - Design Consultants, permits, etc.		15%		\$ 183,305
6.0	Escalation Contingency - Assume 1 year at 5%/annum		5%		\$ 70,267
Total Preliminary Project Cost Estimate (Excluding 13% HST)					\$ 1,475,606
1.0	General Construction Items	Quantity	Unit	Unit Price	Total
1.1	Mobilization/Demobilization/Bonding/Insurance/ PCO/Layout/QC/As Built Survey/General Conditions Costs (Approximately 10% of construction costs)	1	LS	\$ 130,000.00	\$ 130,000
Total Section 1.0					\$ 130,000
2.0	Full Depth Pavement Reconstruction	Quantity	Unit	Unit Price	Total
2.1	Cut and Fill requirement for new taxiway Assume 1m	6,426	M3	\$15.00	\$ 96,390
2.2	Environmental Protections / Silt fences / dams etc.	1	LS	\$10,000.00	\$ 10,000
2.3	Supply and Place 100mm Granular Subbase Compacted to 98% MPmdd	578	tonnes	\$60.00	\$ 34,700
2.4	Supply and Place Hot Mix Asphalt - 50mm Binder Coarse	353	tonnes	\$300.00	\$ 106,029
2.5	Tack Coat	3,213	M2	\$1.00	\$ 3,213
2.6	Supply and Place Hot Mix Asphalt - 50mm Wearing Coarse	353	tonnes	\$300.00	\$ 106,029
2.7	Install new subdrain and catch basins	500	LM	\$500.00	\$ 250,000
2.8	Allowance for miscellaneous under pavement conduits, drainage etc.	1	LS	\$10,000.00	\$ 10,000
2.9	Signage Allowance	1	LS	\$2,000.00	\$ 2,000
2.10	Allowance for shoulder drainage swale grading	1	LS	\$10,000.00	\$ 10,000
2.11	Pavement Line Markings	1	LS	\$10,000.00	\$ 10,000
Total Section 2.0					\$ 638,361
3.0	Electrical Rehabilitation	Quantity	Unit	Unit Price	Total
3.1	Supply and Install Edge lights including Pulpits and New Cabling	1,000	LM	\$250.00	\$ 250,000
Total Section 3.0					\$ 250,000

Table 3-18 New Taxiway Construction (High Scenario)

3.9 SUMMARY AND RECOMMENDATIONS

3.9.1 AIRFIELD PAVEMENT

The airfield pavement has exceeded its useful life for quite some time. Typically, asphalt pavement design is based on a lifespan of around 20 years. However, considering that the airport is nearly 50 years old, temporary repair and preventive maintenance methods will not suffice to address the significant volume of existing damages. These damages will rapidly develop or propagate to the surface.

We highly recommend conducting a geotechnical investigation as part of the preliminary pavement rehabilitation design to validate the proposed rehabilitation strategy outlined below. This strategy has been developed based on our comprehensive review of background information and a visual inspection conducted in November 2023. Based on our new analysis the recommendations are as follows:

- Full Depth Removal of the existing asphalt [100 mm of existing asphalt should be verified on-site]
- Grading and compacting the existing granular base layer
- Place, Grade and Compact 100mm Granular Base
- Place 100mm of HMAC.

To rehabilitate the entire airfield at once is a major construction project and it is recommended the Township complete the rehabilitation in three (3) stages.

- **Stage 1:** would include the rehabilitation of Runway 10-28 as it is the primary runway
- **Stage 2:** would include the construction of a new taxiway to Threshold 10 and decommissioning of Runway 05-23 and the existing connecting taxiway.
- **Stage 3:** would include the rehabilitation of the existing apron.

3.9.2 AIRFIELD LIGHTING, MARKING AND SIGNAGE

Due to the old existing lighting system and the operational changes, including the closure of the taxiway A and Runway 23-05, along with the construction of a new taxiway connecting the apron to Runway 10-28, adjustments to the lighting system, as well as the new marking and signage of the airfield, are necessary.

RUNWAY 10-28

1. Remove the existing edge lights and install new ones completely with all necessary components such as cabling, fixtures, pullpits, transformers, etc.
2. Demolish existing VASIs and install new Precision Approach Path Indicators (PAPIs).
3. Replace the existing WDI with a new one.

RUNWAY 05-23

1. Completely remove the existing edge lights along with all associated components or cap the existing utilities.
2. Demolish the existing VASIs.
3. Remove the existing WDI.
4. Remove any signs associated with this TWY.
5. Add cross markings indicating that the RWY is closed and not in operation.

APRON

1. Remove the existing edge lights and install new ones completely with all necessary components such as cabling, fixtures, pull pits, transformers, etc.
2. Install new signage.

TAXIWAY A

1. Completely remove the existing edge lights along with all associated components or cap the existing utilities.
2. Add cross markings indicating that the TWY is closed and not in operation.
3. Remove any signs associated with TWY A.

NEW TAXIWAY B

1. Install edge lights and signage.
2. Install RWY hold-short lights.

New Field Electrical Center (FEC).

3.9.3 OTHER FACILITIES

1. Detailed inspection of buildings to verify compliance with the National Building Code of Canada.
2. Replacement of fuel tanks adjacent to the Maintenance Facility.
3. In depth review of Airport Fueling System by specialized firm.
4. Installation of bollards to protect the fueling cabinets, tanks and above ground piping from impact by a vehicle.
5. Potholes in access road and parking area should be filled as well as cracking to be sealed during spring maintenance season.
6. Non-functional/ abandoned hangar should be demolished for safety.

4 FUNDING

The Chapleau Airport provides aircraft fueling, fire fighting and air ambulance services to the community and region in Northern Ontario. Without scheduled traffic, the airport does not have the necessary revenue sources to operate, maintain and upkeep a sizable airside with two runways and associated facilities. The viability of the airport depends on minimizing future capital expenditures and obtaining provincial and federal support through programs that can provide continuous resources to ensure the safe and secure operations at CYLD.

Airports in Ontario without scheduled traffic may have access to several funding programs aimed at supporting the upkeep of infrastructure and capital requirements. Some of these programs include:

1. Ontario Community Infrastructure Fund (OCIF): The OCIF provides funding for small, rural, and northern communities to help maintain and improve their infrastructure. Non-certified airports owned by municipalities may qualify for funding under this program for capital projects, such as upgrades to runways and airport facilities.
2. Northern Ontario Heritage Fund Corporation (NOHFC): Airports located in northern Ontario can apply to NOHFC programs like the Strategic Economic Infrastructure Program, which supports infrastructure projects that improve transportation services and enhance regional economic development.
3. Canada Infrastructure Program (Investing in Canada Infrastructure Program – ICIP): This federal-provincial partnership funds transportation and infrastructure projects, which may include airport improvements. Rural and remote airports are often prioritized in certain subcategories of the program, such as those supporting trade and tourism.
4. Provincial Gas Tax Fund: Though generally aimed at public transit, municipalities managing smaller airports can sometimes access this fund for infrastructure improvements, especially if the airport serves a critical transportation function for the community.

The Township currently receives annual allocations from the Provincial Gas Tax Fund, ICIP and OCIF that mainly get allocated to water and waste water infrastructure. The Township has also recently has access to a NOHFC program specifically for community capacity.

Since the airport is one of the Ministry of Natural Resources' Strategic Forest Fire Water Bomber base of operation, it is reasonable for the Township to explore the following grant programs that can help airports and northern communities in Ontario enhance their environmental resilience and firefighting capabilities:

1. Resilient Communities Fund: Offered by the Ontario Trillium Foundation, this fund supports community-based organizations in building capacity, resilience, and sustainability. It can be used for projects that enhance environmental resiliency and firefighting capabilities⁵.
2. Airport Environmental Mitigation Pilot Program (EMPP): This program offers grants for environmental mitigation projects that reduce aviation impacts on noise, air quality, or water quality. It supports innovative techniques and technologies that can be integrated into airport operations².
3. Building Resilient Infrastructure and Communities (BRIC): Although primarily a U.S. program, similar initiatives in Canada focus on enhancing community resilience against natural hazards, including wildfires³.

These programs may have specific eligibility requirements or application processes that need to be evaluated, and coordination with municipal governments is usually needed.

APPENDIX

A SITE PHOTOGRAPHS

APPENDIX



Terminal and Staff Offices Building



Access Road to Maintenance Facility and Ontario Ministry of Natural Resources Office

APPENDIX



Fuel Tank for Maintenance Vehicles



Fuel Tank for Maintenance Vehicles



Fuel Dispenser and Meter/Gauge

APPENDIX



Maintenance Facility – Steel Tank for Fuel Oil and Lubricating Oil



Propane Tank

APPENDIX



Terminal and Staff Offices Building – View from Parking Lot



Taxiway to Hangars

APPENDIX



Taxiway to Hangars



Taxiway to Hangars

APPENDIX



Taxiway to Hangars



Taxiway A

APPENDIX



Taxiway A



Snowplow Equipment on Apron

APPENDIX



Terminal Building Hydro Meter

APPENDIX



Access to Terminal Building Holding Room



Ditches between Parking Lot and Apron

APPENDIX



Terminal Building - Electric Panels

APPENDIX



Terminal Building - Electric Panels, HWOS Transformer and Airfield Lighting Panel



Terminal Building - Main Disconnect

APPENDIX



Terminal Building - Switch Control



Terminal Building - Electric Panels

APPENDIX



Runway 05-23



Runway 05-23

APPENDIX



Runway 05-23



Runway 10-28

APPENDIX



Runway 10-28



Runway 10-28

APPENDIX



Jet Fuel Dispenser and Meter

APPENDIX



Hangar Zone



Hangars

APPENDIX



Hangars



Hangars

APPENDIX



MAG Aerospace Canada Office and Hangar

APPENDIX

B

DE-CERTIFICATION LETTER

Township of Chapleau
20 Pine Street W. P.O. Box 129
Chapleau, ON P0M 1K0

t (705) 864-1330
f (705) 864-1824
www.chapleau.ca



**OFFICE OF THE AIRPORT
MANAGER**

June 12th, 2018

AIM Data Management
Aeronautical Information Management- NAV CANADA
P.O Box 9824 Stn T
Ottawa On
K1G6R2

Re: Decertification of Chapleau Municipal Airport

To whom it may concern:

Please accept this as notifications that the Township of Chapleau has decertified the Chapleau Municipal Airport.

The Township made the decision to decertify following careful consideration of assessment contained in the 2015 Airport Facilities Assessment prepared by WSP. Among the arguments in support of decertification were the reduced administrative costs and reduced regulatory requirements.

Although the Township has decertified the airport, we maintain our commitment to safety and strive to exceed the minimum compliance required under CAR 301 – aerodromes.

The Chapleau Airport has in place an obstacle limitation surface inspection and removal policy. Airport staff visually inspect runway surfaces at the beginning of each work shift and throughout the day to ensure minor violations such as F.O.D , wildlife and runway conditions are not compromising the safety of the runway surface. Any violations are reported and removed to ensure a safe landing surface is maintained. In the event that any ongoing issues are identified, a NOTAM is issued. As required, contractors are hired to remove large trees that could otherwise present a significant violation.



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

Sincerely,

Chad Fiaschetti

APPENDIX


C

AERODROME OPERATOR ATTESTATION

Aerodrome Operator Attestation

Sections A, B and C must be fully completed for proper processing.

Reset form

SECTION A	
Attestation type – Check appropriate box	INITIAL <input type="radio"/> UPDATED <input checked="" type="radio"/>
SECTION B	
I attest that the information specified in Section C, <i>Actual Aerodrome Physical Characteristics</i> provided for	
is accurate.	
And I further agree to maintain the physical characteristics of the aerodrome in the same, or improved, condition as they were on the date of the signing of this document. Failing this, I agree to immediately inform NAV CANADA of any change or modification of the aerodrome characteristics in order that an assessment of the continuing validity of these procedures be made.	
Organization / Airport Operator	Chapleau Municipal Airport
Name of Contact, Title	Chad Fiaschetti, Airport Manager
Telephone Number	(705)864-1828
Email Address	airport@chapleau.ca
Signature of Aerodrome Operator	
	03/29/2023 Date

Notes:

1. Refer to *Transport Canada Advisory Circular No. 301-001 Issue 05* – procedure to be followed to support Instrument Approach Procedures (IAP) at a non-certified aerodrome.
2. Provide the Threshold Elevation to the nearest foot.
3. Provide the Threshold Coordinates to the nearest 1/100th of a second using the format *Degrees Minutes Seconds.seconds* (DD MM SS.ss).



Rwy 16: when there is a displaced threshold
B Threshold coordinate and elevation location

Rwy 34
C Threshold coordinate and elevation location

4. Provide the Runway Orientation to the nearest degree True (°T).
5. The values entered in Section C need to **meet or exceed the minimum requirements** of Tables 3 (a), (b), (c) and Table 4 where applicable; see *TC Advisory Circular No. 301-001 Appendix A*.
6. A Section C is required for each runway end served by an instrument approach procedure, including all runways served by circling procedures.
7. For offset approach surfaces, the visual procedures must be annotated on the IAP chart.
8. For aerodromes with a runway that currently meets no standards, complete sections A and B, and the top portion of section C up to selecting Landing surface meets no standard.
9. Send completed forms to aisdata@navcanada.ca.

SECTION C

Actual Aerodrome Physical Characteristics

Runway Identification	Threshold Elevation (feet ASL)	Runway Orientation (degrees T)	
05 <input type="text"/>	1461	039	*T
Threshold Coordinates (DD MM SS.ss to 1/100 th of a second)		Aerodrome Reference Point (ARP) or Aerodrome Geographic Centre (AGC) (DD MM SS)	
N 47 49 1 .19	W 83 21 25 .50	N	W
Critical Aircraft	Dehavilland Turbo Beaver	AGN	II <input type="text"/>
Landing surface meets no standard <input type="radio"/>		Non-Instrument Runway <input checked="" type="radio"/>	Non-Precision Runway <input type="radio"/>
Runway Strip Specifications			
Strip width (each side of centreline)	40	metres	
Strip Length (Prior to Threshold)	60	metres	
Approach Surface Specifications			
Length of inner edge	80	metres	
Distance from Threshold	60	metres	
Divergence (Minimum Each Side)	10	%	
Length (Minimum)	2500	metres	
Slope (Maximum)	4	%	
Slope offset (where applicable) Offset degrees and orientation relative to extended runway centreline *if entering offset degrees, ensure you select the orientation		degrees	Select <input type="text"/>
Length of straight segment		metres	
Transition Surface Specifications			
Slope (maximum) Lower segment	20	%	
Upper segment (where required)		%	
Runway Holding Position(s) Specifications			
Taxiway designator(s) and holding position distance from centreline			
Taxiway	metres	Taxiway	metres
Taxiway	metres	Taxiway	metres

SECTION C			
Actual Aerodrome Physical Characteristics			
Runway Identification	Threshold Elevation (feet ASL)	Runway Orientation (degrees T)	
23 <input type="button" value="v"/>	1462	220	*T
Threshold Coordinates (DD MM SS.ss to 1/100 th of a second)		Aerodrome Reference Point (ARP) or Aerodrome Geographic Centre (AGC) (DD MM SS)	
N 47 49 24 08	W 83 20 57 48	N	W
Critical Aircraft	Dehavalland Turbo Beaver	AGN	II <input type="button" value="v"/>
Landing surface meets no standard <input type="radio"/> Non-Instrument Runway <input checked="" type="radio"/> Non-Precision Runway <input type="radio"/>			
Runway Strip Specifications			
Strip width (each side of centreline)		40	metres
Strip Length (Prior to Threshold)		60	metres
Approach Surface Specifications			
Length of inner edge		80	metres
Distance from Threshold		60	metres
Divergence (Minimum Each Side)		10	%
Length (Minimum)		2500	metres
Slope (Maximum)		4	%
Slope offset (where applicable) Offset degrees and orientation relative to extended runway centreline *if entering offset degrees, ensure you select the orientation			degrees Select <input type="button" value="v"/>
Length of straight segment			metres
Transition Surface Specifications			
Slope (maximum) Lower segment		20	%
Upper segment (where required)			%
Runway Holding Position(s) Specifications			
Taxiway designator(s) and holding position distance from centreline			
Taxiway	metres	Taxiway	metres
Taxiway	metres	Taxiway	metres

APPENDIX

D

SAMPLE INSPECTION SHEETS

Operating instructions: Inspections itemized below to be carried out daily, weekly, or monthly as noted. Unsatisfactory conditions found are to be corrected immediately and detailed in the Maintenance/Repair Record section.

Satisfactory items: Mark (✓) Unsatisfactory items: Mark (X) Month _____

Daily checks

Date	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Initials																																
1. Personal protective equipment																																
2. Tank dip																																
3. Clear and Bright (WDO) - Tank - Filter																																
4. Leaks check																																
5. Visual equipment check																																
6. *Record ΔP (when fueling) - Filter / separator - Monitor / micronic																																
7. Pit valves covers and water in pit																																
8. Deadman control operation																																
9. Flared spout in place																																
10. Hydrant pit warning devices																																
11. Hydrokit (1st fueling of the day)																																
Date																																

Weekly checks (date and initial)

	Week 1	Week 2	Week 3	Week 4
1. Clear and bright - low points				
2. *ΔP weekly test or average (of daily)				
3. Continuity check				
4. Pit valve & linkage operation				
5. Floating suction				
6. *Oil / water separator				
7. Self-dyking tank container				
8. Surge suppressor (Hydrant systems)				
9. Piezometers				
10. Fuel dispensator / pump				
11. Vacuum gauge (double-walled tanks)				
12. Hydrometers / thermometers				

Monthly checks (date and initial)

- | | | | |
|---|-------|------------------------------------|-------|
| 1. Hose condition under pressure | _____ | 7. Fire Extinguisher | _____ |
| 2. Nozzle screens checked | _____ | 8. First Aid Kit / eye wash | _____ |
| 3. Flush unused pit until C + B | _____ | 9. Meter calibration seal in place | _____ |
| 4. Emergency switch test | _____ | 10. Spill response equipment | _____ |
| 5. *Oil / water separator | _____ | 11. *Catch basin | _____ |
| 6. *Impressed current rectifier (light) | _____ | 12. Shear valves | _____ |

Note: * Indicates additional log for recording readings / results is located in next section

AIRSIDE INSPECTION CHEAT SHEET - CHAPLEAU AIRPORT

WEEK TO:

Inspection by (initials):

Comments _____
Signed Off _____

DAILY: (During regularly staffed days & hours of operation)

- Airside Pavements:**
 Pavement Damage (Cracks/Spalling/Bumps/Holes, etc.),
 Ponding, Edge Lip (3"+)/Dam
 Foreign Objects, Debris, Gravel, etc.
 Apron(s), Taxiway(s) and Emergency Routes Clear

- Field Condition:**
 Visual Aids (airfield lights/guidance signs/VASIS or PAPI/ wind direction indicator[s]/rotating beacon, etc.)
 Grass Length and Condition, Brush, and Unpaved Areas
 Ruts, Humps or Signs of Erosion
 Drainage Clear
 Evidence of Birds/Wildlife

- Airside Safety and Security:**
 Litter and Trash Receptacles
 Fencing, Security Signs, Temp. Obstructions (e.g., crane)
 Unattended Gates Open (close and report)
 Fuelling Operations (Fuel Marking & Labels/Fire Extg[s]/Grdg Clips/Leaks/Spills, etc.)

- WEEKLY:**
 Traffic Signs (visible and in good repair)
 Airside Markings/Markers/Fragible Signs
 Rubber Deposits
 Airport Fuel Compound Secure
 Obstructions Within Rwy and Twy Strips, and OLS (trees/towers/fencing/gates/signs, etc.); and Obstruction Lights

- DAILY AS REQUIRED:**
 Construction/Special Events:
 Project/Work/Event Site (barricaded to control access)
 Obstructions/Equipment (barricades and lights)
 Excavations (barricades and lights)/Vehicles or Other _____

- Seasonal:**
 Surface Conditions (action required)
 Snowbank and Windrow Clearance
 Lights and Signs Obscured (flagged for snow removal)
 Roads, Walkways and Bldg Entrances (clearing and sanding)
 Snowfall in Inches _____

ACCEPTABLE, UNACCEPTABLE, CORRECTED
 MANAGER/SUPERVISOR SIGNATURE: _____ DATE: _____

To: Council 2023
Subject: FW: Can I get an ASK from the Drag Race Committee to use the Airport Lands on the date for the Drag Races.

Chapleau Gold Rush Committee:

The Chapleau Drag Race Committee under the umbrella of the CRDC would like the Township of Chapleau to give permission for us to hold the races in 2025 on August 14, 15, 16 and 17 at the Chapleau airport. Budgets and details are being worked out.

Sincerely

Richard Bignucolo

Interim chair person.

Sent from my iPhone

REPORT TO COUNCIL

Date:	January 27, 2025
Subject:	Water and Wastewater Capital Projects Report
Prepared by:	Judith Meyntz, AOMC, CAO

BACKGROUND:

In 2024, the Township attempted to get at least one water project underway, which due to negotiations on the terms of the work, it was not able to awarded. We now find ourselves in a situation that we have many projects in front of us that all require a level of urgency in getting the work done. The work is listed below:

- Dufferin St. Watermain Installation #
- Water Tank Rehabilitation at the Water Plant *
- Electrical Panel Replacement at the Water Plant *
- Water Plant roof replacement
- Queen St and Ash St Watermain and Wastewater Replacement +
- King St (Maple to Ash) Watermain Replacement *
- Teak St Watermain Replacement *
- Minto St. Watermain Replacement *

Considered “Very High Priority” according to Section 4.6 of the *Asset Management Plan, 2025* also has a hydrocarbon contamination component

* Considered “Very High Priority” according to Section 4.6 of the *Asset Management Plan, 2025*

+ “Very High Priority” - Was the subject of Boil Water Advisory in the Fall of 2024

The majority of the projects above are all listed as “Very High Priority” according to the *Asset Management Plan, 2025*. The top five (5) items on the list are currently ready to go to tender, with Dufferin St. being released next week.

It is unrealistic for us to believe that we are in a position to have the money in reserves to do all of this work, but with each passing month, more emergency failures continue to occur and it is costing us between \$10,000-\$15,000 for each break, which does not go towards our overall costs for the repairs in the long run.

RECOMMENDATION:

I would like to recommend to Council that Staff be permitted to investigate the possibility of borrowing money through a new project released through Canadian Housing Infrastructure Fund (CHIF) for water infrastructure funding. This would allow us to improve not only our water plant and extend it’s life by up to 35 years, but the infrastructure under the ground as well.

Each project that we are able to fund will then be included in the 2025 Capital Budget for Council’s consideration in March, 2025.

RESOLUTION:

THAT the Council of the Corporation of the Township of Chapleau does hereby approve staff to investigate borrowing from either the CHIF fund or a similar debenture for long-term funding to move forward in 2025 Capital Water and Wastewater projects;

AND THAT Council will consider the terms of the debenture and the work proposed during the 2025 Capital Budget Planning in March, 2025.

Report respectfully submitted:



Judith Meyntz, AOMC,
Chief Administrative Officer



MEMORANDUM – REPORT OF THE INTEGRITY COMMISSIONER

TO: The Township of Chapleau

FROM: Antoinette Blunt, Integrity Commissioner
Ironsides Consulting Services Inc

DATE: Report Submitted: 20 January 2025

SUBJECT: Report of the Integrity Commissioner
Covering the period 1 January 2024, to December 31, 2024

Appointment

On April 24, 2023, the Council of The Township of Chapleau appointed Antoinette Blunt, Ironsides Consulting Services Inc. as the Township’s Integrity Commissioner, according to Resolution #11-110.

Municipal Act, 2001

Section 223.6 (1) of the Municipal Act states, that” If the Commissioner provides a periodic report to the municipality on his or her activities, the Commissioner may summarize advice he or she has given but shall not disclose confidential information that could identify a person concerned. 2006, c. 32, Sched. A, s. 98.”

Activities, Expenditures During Period and Total Since Appointment

The services provided included the following:

- Providing information to member of Council regarding potential conflict of interest matter

The expenditure during this reporting period was \$148.31. Total expenditures since date of appointment were \$4,654.19.



FEE SCHEDULE 2025

Hourly Rate: \$275.00/hour

Telephone Consultation /Responding to Questions Via Telephone or Email:

Minimum fee of 20 minutes time: \$91.66

Employment Law Services:

If requested by client, services are subcontracted from Kimberly Pepper, Hicks Morley Hamilton Stewart Storie LLP

Projects:

Costs for projects (i.e. reviews, reports, strategic planning) may be estimated in a lump sum with fees determined based on nature of assignment, research required and time requirements.

Workshops/Training:

Fees to be determined with client and will include research and development of materials, presentation, and disbursements.

Integrity Commissioner:

The hourly rate of \$75.00 is charged.

If required for services, municipal Legal services are sub-contracted (John Hart, of Ritchie. Ketcheson, Hart & Biggart LLP) and charged at the rate set by law firm.

Disbursements:

Separately invoiced at cost and may include items such as:

- Courier fees, Supplies.
- Travel expenses (gas, air fare, taxi, car rental, etc.), meals and accommodation expenses for out-of-town assignments.
- Mileage charged \$.70/km.

Notes:

1. HST at 13% (Unless client is a First Nation and is HST exempt)
2. Hourly fee is charged for one-way travel time.
3. Accounts are invoiced at least monthly (Travel by air invoiced as expenses incurred) and depending on the project, they could be invoiced partially at the beginning of the project and periodically throughout the project as various components of work are completed.
4. Payment is due upon receipt of invoice.
5. Services cancelled with less than 24 hours' notice are subject to payment of full fees and any disbursements incurred that cannot be reversed.
6. Note: Annual Fees subject to increases. Increases occur in January each year.

Business Number: 87739 0922 RT0001

REPORT TO COUNCIL

Date:	January 27, 2025
Subject:	Tax Rate for Utility Billing Report
Prepared by:	Judith Meyntz, AOMC, CAO

BACKGROUND:

The Utility Billing rates for Water, Sewer and Refuse have not increased according to the cost of living increases. In 2024 we had cost increases with insurance coverage, a new five (5) year Collective Agreement, OCWA annual service contract of the water plant, chemical cost for the water plant and the waste water at the lagoon to name a few. In 2025 we are seeing increases as well within those budget lines. The majority of these increases are recognized in our labour costs. We have very little flexibility to reduce labour costs without cutting services.

Over 2024 the Municipality completed an in-depth Asset Management Plan which showed increases in replacement costs of equipment, buildings, roads and bridges. Our commitment to Chapleau is to ensure our long-term sustainability with our varied Assets. We want to continue to provide potable water, waste water and landfill services to our community but we also need to replace aging infrastructure.

RECOMMENDATION:

In this regard, I am presenting to Council an increase this year in our Water, Sewer, and Refuse billing which equates to an overall rate of 3.71% and an additional 2% to go into reserves to continue to build the reserves. This will ensure that when our assets need maintenance and replacement, the community has the money set aside in order to pay for these necessary items. As you are aware Chapleau infrastructures are old and some items are now past their useful life.

As in my previous report regarding the number of Linear Assets that need to be addressed this year (including Dufferin, Queen, Ash, King, Teak and Minto) as well as the water plant upgrades (tank rehabilitation, electrical upgrades, new roof) it is only reasonable to start now to continue to plan for the future.

Report respectfully submitted:



Judith Meyntz, AOMC,
Chief Administrative Officer

ACCOUNTS PAYABLE

TOWNSHIP OF CHAPLEAU

COUNCIL CHEQUE/EFT REGISTER

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
13202	10-Jan-25	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	AMO 2025 MEMBERSHIP	\$ 1,915.37
13203	10-Jan-25	BMO NESBITT BURNS	2025 CEMETERY PERPETUAL CARE TRUST ADDITONAL CONTRIBUTIO	\$ 3,400.00
13204	10-Jan-25	CHAPLEAU REGIONAL DEVELOPMENT CORPORA	2025 ANNUAL TRANSFER PAYMENT	\$ 60,000.00
13205	10-Jan-25	MINISTRY OF FINANCE	2024 MNRF MUNICIPAL FIRE PROTECTION CHARGES	\$ 760.41
13205	10-Jan-25	MINISTRY OF FINANCE	LSC CREDIT JULY-SEPT	\$ (1,173.08)
13205	10-Jan-25	MINISTRY OF FINANCE	OPP POLICING SERVICE OCTOBER	\$ 42,123.00
13205	10-Jan-25	MINISTRY OF FINANCE	OPP POLICING SERVICE NOVEMBER	\$ 42,123.00
13206	10-Jan-25	MUNICIPAL EMPLOYER PENSION CENTRE ONTARI	2025 EMPLOYEE MUNICIPAL CONTRIBUTION	\$ 112.72
13207	10-Jan-25	MUNICIPAL PROPERTY ASSESSMENT CORP.	1ST QTR 2025 MPAC LEVY	\$ 6,643.77
00119-0001	14-Jan-25	A.M.S TOWING AND RECOVERY	TOW PUMPER 1 TO GARAGE	\$ 847.50
00119-0002	14-Jan-25	ACCESS COPYRIGHT	ANNUAL COPY LICENCE FEE	\$ 56.50
00119-0003	14-Jan-25	AECOM CANADA LTD	EMERGENCY BACK-UP POWER SUPPLY	\$ 6,273.27
00119-0004	14-Jan-25	AIRPORT MANAGEMENT COUNCIL OF ONTARIO	AMCO MEMERSHIP 2025	\$ 581.95
00119-0005	14-Jan-25	BERNIER, PAUL	USED TONNEAU COVER - OD PICKUP	\$ 75.00
00119-0006	14-Jan-25	BIDOUS MECHANICALSERVICES	REPAIRS/ F150/AIRPPORT LOADER/ 950G	\$ 2,861.73
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	2 - WATER BOTTLE REFILLS	\$ 39.80
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	WINDSHIELD WAHSER	\$ 6.32
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	GLOVES	\$ 7.45
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	BOLTS/HARDWARE/NUTS	\$ 2.92
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	WRENCH	\$ 14.68
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	SNOW BRUSH	\$ 15.92
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	HYDRAULIC LEAK REPAIR	\$ 247.28
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	2 - WATER BOTTLE REFILLS	\$ 19.90
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	ROTELLA T4 OIL DBH	\$ 168.11
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	TIRE REPAIR KIT	\$ 36.80
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	TIRE REPAIR KIT	\$ 30.59
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	RODENT CONTROL LANDFILL	\$ 59.57
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	SCRAPER BAR SNOWBLOWER	\$ 24.85
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	1 - WATER BOTTLE REFILL	\$ 9.95
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	SOLENOIDS PUMPER 1	\$ 308.80
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	RETURNED SOLENOID	\$ (201.82)
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	PAINTING MARKING FREON	\$ 35.69
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	MILWAUKEE SEWER AUGER	\$ 3,384.35
00119-0007	14-Jan-25	CHAPLEAU AUTO PARTS	HYDRAULIC HOSE FOR LANDFILL LOADER	\$ 102.47
00119-0008	14-Jan-25	CHAPLEAU EXPRESS	CHRISTMAS SONG BOOK AD.	\$ 241.82
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	TOILET - LANDFILL	\$ 2,209.72
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	SNOW SHOVEL	\$ 23.38
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	COUPLING	\$ 7.13
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	PAPER TOWELS	\$ 127.85
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	FURNACE FILTERS	\$ 30.17
00119-0009	14-Jan-25	CHARLES W COLLINS STORES LIMITED	PAPER TOWELS & TOILET PAPER	\$ 170.35
00119-0010	14-Jan-25	CIMCO REFRIGERATION	COMPRESSOR DOWN - HIGH DISCHARGE	\$ 2,482.05
00119-0011	14-Jan-25	CYR, MASON	2024 WORK BOOTS	\$ 259.88
00119-0012	14-Jan-25	DINEL, MARC	WATER HAUL NEWMONT - DECEMBER 28TH	\$ 127.21
00119-0013	14-Jan-25	FEDERATION OF CANADIAN MUNICIPALITIES	FCM MEMBERSHIP 2025	\$ 745.20
00119-0014	14-Jan-25	JJAM AGENCY	ADVERTISE -EMAIL ADDRESS FROM RESIDENTS	\$ 113.00
00119-0014	14-Jan-25	JJAM AGENCY	ADVERTISE - TOWNSHIP XMAS GREETING	\$ 146.90
00119-0015	14-Jan-25	JOLY, GERALD	NEWMONT WATER HAUL JANUARY 1	\$ 131.66
00119-0016	14-Jan-25	LOCAL AUTHORITY SERVICES LTD	STAPLES - OFFICE SUPPLIES	\$ 604.03
00119-0016	14-Jan-25	LOCAL AUTHORITY SERVICES LTD	STAPLES - CREDIT RETURN OFFICE SUPPLIES	\$ (192.90)
00119-0016	14-Jan-25	LOCAL AUTHORITY SERVICES LTD	STAPLES - OFFICE SUPPLIES	\$ 192.94
00119-0016	14-Jan-25	LOCAL AUTHORITY SERVICES LTD	STAPLES - OFFICE SUPPLIES	\$ 73.40
00119-0017	14-Jan-25	MCDOUGALL ENERGY INC.	1,6030.8L PROPANE AIRPORT	\$ 1,296.96
00119-0017	14-Jan-25	MCDOUGALL ENERGY INC.	4,943.6L PROPANE ARENA	\$ 3,931.62
00119-0017	14-Jan-25	MCDOUGALL ENERGY INC.	2,812L PROPANE WATER PLANT	\$ 2,236.37
00119-0017	14-Jan-25	MCDOUGALL ENERGY INC.	3,499L PROPANE WATER PLANT	\$ 2,782.74
00119-0018	14-Jan-25	MIRAMAR DESIGN STUDIO INC.	ANNUAL WEBSITE HOSTING/SUPPORT/ACCESSIBILITY/DOMAIN	\$ 3,335.76
00119-0019	14-Jan-25	MISSINAIBI HEADWATERS INCORPORATED	MINTO ST. WATER BREAK NOVEMBER 30TH	\$ 11,367.59
00119-0020	14-Jan-25	MUNICIPAL FINANCE OFFICERS ASSOCIATION OF	2025 MFOA MEMBERSHIP	\$ 367.25
00119-0021	14-Jan-25	NORTHERN COMMUNICATION SERVICE	FIRE DISPATCH JANUARY	\$ 450.31

TOWNSHIP OF CHAPLEAU

COUNCIL CHEQUE/EFT REGISTER

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
00119-0022	14-Jan-25	NORTHERN LIGHTS FORD SALES	FUEL FILTER ASSEMBLY	\$ 245.62
00119-0023	14-Jan-25	O'HEARN, DAVID	NEWMONT WATER HAUL DECEMBER 23	\$ 127.21
00119-0023	14-Jan-25	O'HEARN, DAVID	NEWMONT WATER HAUL JANUARY 6TH	\$ 131.66
00119-0024	14-Jan-25	ORKIN CANADA	PEST CONTROL NOVEMBER AIRPORT	\$ 84.75
00119-0024	14-Jan-25	ORKIN CANADA	PEST & ODOUR CONTROL NOVEMBER PW	\$ 88.69
00119-0024	14-Jan-25	ORKIN CANADA	PEST CONTROL LANDFILL NOVEMER	\$ 56.50
00119-0024	14-Jan-25	ORKIN CANADA	PEST & ODOUR CONTROL NOVEMBER ARENA	\$ 205.39
00119-0024	14-Jan-25	ORKIN CANADA	PEST CONTROL DECEMBER LANDFILL	\$ 56.50
00119-0024	14-Jan-25	ORKIN CANADA	PEST & ODOUR CONTROL DECEMBER PW	\$ 88.69
00119-0024	14-Jan-25	ORKIN CANADA	PEST CONTROL DECEMBER AIRPORT	\$ 84.75
00119-0025	14-Jan-25	PEPCO	PAPER TOWELS	\$ 214.25
00119-0026	14-Jan-25	PITNEY BOWES LEASING	POSTAGE MACHINE LEASE - JAN TO MARCH	\$ 647.42
00119-0027	14-Jan-25	PRO NORTH ELECTRIC	INSTALL 6 RECEPTACLES COMMUNITY HALL	\$ 4,424.24
00119-0028	14-Jan-25	PUBLIC HEALTH SUDBURY & DISTRICTS	MUNICIPAL LEVY JANUARY	\$ 11,300.96
00119-0029	14-Jan-25	SERVANT, CHANTAL	ADMIN OFFICE CLEANING	\$ 123.05
00119-0030	14-Jan-25	SERVENT, LUC	NEWMONT WATER HAUL DECEMBER 28TH	\$ 127.21
00119-0031	14-Jan-25	SPECTRUM TELECOM GROUP LTD.	GPS TRACKING JANUARY	\$ 107.35
00119-0031	14-Jan-25	SPECTRUM TELECOM GROUP LTD.	PW RADIO JANUARY	\$ 49.72
00119-0032	14-Jan-25	TECHNICAL STANDARDS AND SAFETY AUTHORITY	INSPECTION - DECEMBER	\$ 523.19
00119-0033	14-Jan-25	TOROMONT CAT	TOROMONT LOADER MARC CHARGES - DECEMBER	\$ 2,030.77
00119-0034	14-Jan-25	TURCOTTE, MARC	NEWMONT WATER HAUL DECEMBER 23	\$ 127.21
00119-0034	14-Jan-25	TURCOTTE, MARC	NEWMONT WATER DELIVERY JANUARY 6TH	\$ 131.66
00119-0035	14-Jan-25	TYPO-PRESS PRINTERS LTD.	VEHICLE INSPECTION REPORTS	\$ 548.62
00119-0036	14-Jan-25	WAMCO WATERWORKS NORTHERN	LORNE/MONK BACKFLOW PREVENTORS	\$ 576.28
00119-0037	14-Jan-25	WHITEHOTS INC.	LIBRARY BOOKS	\$ 112.91
00119-0038	14-Jan-25	WORK EQUIPMENT LTD.	CHAINLINKS FOR TRACKLESS SANDER	\$ 47.91
00119-0039	14-Jan-25	XEROX CANADA LTD.	COPY CHARGES DECEMBER	\$ 123.85
00119-0039	14-Jan-25	XEROX CANADA LTD.	COPIER LEASE JANUARY	\$ 267.66
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY FIRE DEPT. PAGING	\$ 46.50
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY LIBRARY	\$ 58.93
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY AIRPORT	\$ 58.93
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY FIRE HALL	\$ 46.50
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY CIVIC CENTRE	\$ 320.45
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY PW PHONE	\$ 62.35
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY EMERG.NO	\$ 426.14
00120-0001	15-Jan-25	BELL CANADA	PHONE JANUARY ARENA	\$ 62.55
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	AOMC - ANNUAL MEMBERSHIP	\$ 523.19
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	MTO - PLATE RENEWAL	\$ 4,758.00
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	PRINCESSL AUTO - PLATE COMPACTOR FOR POTHOLES	\$ 721.08
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	AMAZON - CREDIT REUND PICKLEBALL	\$ (48.08)
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	MMAH - BCIN RENEWAL	\$ 128.00
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	COREL DRAW PW	\$ 552.57
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VALU MART - COFFEE CREAMER	\$ 10.14
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	AMAZON - RETIREMENTS CARDS	\$ 36.29
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	ALERNATE STARTS - FITTING/GREASE BACKHOE	\$ 133.85
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	BARGAIN SHOP - XMAS LUNCH	\$ 35.58
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VALU MART - RETIREMENT GIFT	\$ 150.00
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VILLAGE SHOPS - RETIRMENT GIFT	\$ 225.99
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VALU MART - COUNCIL MEETING	\$ 40.23
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	SPECTRUM - CLIPS & ANTENNA MOUNTS	\$ 70.06
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	STARLINK - AIRPORT DECEMBER	\$ 158.20
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VALU MART - COFFEE SUPPLIES	\$ 68.25
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	VALU-MART - LUNCH RETIREMENT	\$ 131.74
00120-0002	15-Jan-25	RBC ROYAL BANK VISA	AMAZON - PORTABLE PICKLE BALL NETS	\$ 203.38
00120-0003	15-Jan-25	RBC ROYAL BANK VISA	PIMII KAMIK - GAS 2023 FORD	\$ 178.15
00120-0003	15-Jan-25	RBC ROYAL BANK VISA	STARLINK INTERNET LANDFILL DECEMBER	\$ 158.20
00120-0003	15-Jan-25	RBC ROYAL BANK VISA	AMAZON - 1 TON CALCIUM BAG	\$ 244.07
00120-0003	15-Jan-25	RBC ROYAL BANK VISA	VILLAGE SHOPS - RETIREMENT GIFT	\$ 124.30
00120-0003	15-Jan-25	RBC ROYAL BANK VISA	HOME HARDWARE & NAPE RETIREMENT CG	\$ 200.00
00120-0004	15-Jan-25	TBAYTEL	DECEMBER CELL PHONES	\$ 242.95

TOWNSHIP OF CHAPLEAU

COUNCIL CHEQUE/EFT REGISTER

Ck/EFT	Chq. Date	Vendor Name	Invoice Description	Debit
00120-0004	15-Jan-25	TBAYTEL	CELL PHONES JANUARY	\$ 250.05
13208	17-Jan-25	13222128 CANADA INC	MTO-PARKING TICKET/FINE ADMIN PAYMENT REIMBURSEMENT	\$ 25.00
13209	17-Jan-25	RECEIVER GENERAL - PAYROLL	REMITTANCE JANUARY 1-15	\$ 20,212.53
13210	17-Jan-25	RECEIVER GENERAL - PAYROLL	REMITTANCE JANUARY 16-31	\$ 30,131.38
13211	17-Jan-25	RECEIVER GENERAL - PAYROLL	LIBRARY REMITTANCE JANUARY	\$ 317.51
13212	17-Jan-25	GIGUERE, EMILIEE	MTO-PARKING TICKET/FINE ADMIN PAYMENT REIMBURSEMENT	\$ 25.00
13213	17-Jan-25	MINISTER OF FINANCE EHT	EHT JANUARY	\$ 2,750.17
13214	17-Jan-25	WORKPLACE SAFETY AND INSURANCE BOARD	WSIB JANUARY	\$ 4,138.49
00121-0001	21-Jan-25	A.M.S TOWING AND RECOVERY	OIL CHANGE TRANSIT BUS	\$ 151.40
00121-0001	21-Jan-25	A.M.S TOWING AND RECOVERY	550 OIL CHANGE	\$ 661.43
00121-0002	21-Jan-25	ADT SECURITY SERVICES CANADA INC	2025 ALARM -CIVIC CENTRE	\$ 797.73
00121-0002	21-Jan-25	ADT SECURITY SERVICES CANADA INC	2025 ALARM MONITORING - ARENA	\$ 378.32
00121-0002	21-Jan-25	ADT SECURITY SERVICES CANADA INC	2025 ALARM BURGLAR-PW GARAGE	\$ 339.00
00121-0002	21-Jan-25	ADT SECURITY SERVICES CANADA INC	2025 ALARM BURGLAR - ARENA	\$ 406.80
00121-0003	21-Jan-25	AECOM CANADA LTD	2023 LANDFILL CLOSURE	\$ 2,147.00
00121-0003	21-Jan-25	AECOM CANADA LTD	PEDESTRIAN BRIDGE REPAIR	\$ 971.88
00121-0003	21-Jan-25	AECOM CANADA LTD	ADVISORY SERVICES	\$ 2,480.64
00121-0003	21-Jan-25	AECOM CANADA LTD	AMP UPDATES COST LINEAR ASSETS	\$ 1,576.35
00121-0004	21-Jan-25	BRANDT	AIRPORT PLOW BLADES	\$ 2,216.43
00121-0005	21-Jan-25	CANADIAN UNION OF PUBLIC EMPLOYEES	LOCAL 887 - UNION DUES JANUARY	\$ 762.35
00121-0006	21-Jan-25	DINEL, MARC	NEWMONT WATER HAUL - JANUARY 12TH	\$ 131.66
00121-0007	21-Jan-25	JJAM AGENCY	WEBPAGE ADV. EQUIPMENT OPERATOR	\$ 113.00
00121-0007	21-Jan-25	JJAM AGENCY	ADVERTISE WATER BLEEDER NOTICE	\$ 113.00
00121-0007	21-Jan-25	JJAM AGENCY	ADVERSITE - LANDFILL OPERATOR	\$ 113.00
00121-0007	21-Jan-25	JJAM AGENCY	ADVERTISE - EQUIPMENT OPERATOR	\$ 226.00
00121-0008	21-Jan-25	JOLY, GERALD	NEWMONT WATER HAUL- JANUARY 9TH	\$ 131.66
00121-0009	21-Jan-25	MCDOUGALL ENERGY INC.	2,202.3L PROPANE WATER PLANT	\$ 1,750.68
00121-0009	21-Jan-25	MCDOUGALL ENERGY INC.	3,090L PROPANE PW GARAGE	\$ 2,449.50
00121-0009	21-Jan-25	MCDOUGALL ENERGY INC.	1,919.5L PROPANE LANDFILL	\$ 1,526.56
00121-0010	21-Jan-25	MISSINAIBI HEADWATERS INCORPORATED	REPAIR WATER MAIN BREAK MINTO	\$ 10,397.35
00121-0011	21-Jan-25	NEW NORTH FUELS INC.	CARD LOCK FUEL DECEMBER	\$ 8,941.77
00121-0012	21-Jan-25	O'HEARN, DAVID	NEWMONT WATER HAUL - JANUARY 9TH	\$ 131.66
00121-0012	21-Jan-25	O'HEARN, DAVID	NEWMONT WATER HAUL - JANUARY 15TH	\$ 131.66
00121-0012	21-Jan-25	O'HEARN, DAVID	NEWMONT WATER HAUL - JANUARY 1	\$ 131.66
00121-0013	21-Jan-25	O.M.E.R.S.	OMERS JANUARY - 109000	\$ 22,527.84
00121-0014	21-Jan-25	ONTARIO LIBRARY SERVICE	2025 LIBRARY PROVINCIAL ERESOURCES	\$ 270.94
00121-0014	21-Jan-25	ONTARIO LIBRARY SERVICE	2025 LIBRARY OVERDRIVE	\$ 1,150.91
00121-0015	21-Jan-25	OUELLETTE, CAROLE	KM EXPENSE SEPT. TO DECEMBER	\$ 58.48
00121-0016	21-Jan-25	PITNEY WORKS	REFILL POSTAGE METER	\$ 500.59
00121-0017	21-Jan-25	PRO NORTH ELECTRIC	WATER PUMP ELECTRICAL - PW GARAGE	\$ 254.25
00121-0018	21-Jan-25	PUROLATOR INC	SHIPPING - WORK EQUIPMENT	\$ 9.14
00121-0018	21-Jan-25	PUROLATOR INC	SHIPPING AJ SONE HOSE TESTERS ADAPTORS	\$ 18.79
00121-0018	21-Jan-25	PUROLATOR INC	SHIPPING CHARGES	\$ 26.84
00121-0019	21-Jan-25	SERVENT, LUC	NEWMONT WATER HAUL - JANUARY 12TH	\$ 131.66
00121-0020	21-Jan-25	TURCOTTE, MARC	NEWMONT WATER HAUL - JANUARY 15TH	\$ 131.66
13215	23-Jan-25	A MAZE N FUN INC.	CARNIVAL ACTIVITIES 2025 - BALANCE	\$ 2,989.98
13216	23-Jan-25	CLIMB 'N' FUN	CARNIVAL ACTIVITIES BALANCE	\$ 636.75
13217	23-Jan-25	OUELLETTE, CAROLE	CARNIVAL FLOAT/CASH PRIZES/REFEREE/DOOR STAFF/SNOWMAN C	\$ 14,406.00
13218	23-Jan-25	CHAPLEAU REAL ESTATE	PUC EASEMENT - 17 DEREK - RE-ISSUED	\$ 500.00
13219	23-Jan-25	SERVICE DE SANTE CHAPLEAU HEALTH SERVICES	PUC EASEMENT -101 PINE- RE-ISSUED	\$ 500.00
13220	23-Jan-25	TREMBLAY, JEFFERY	PUC EASEMENT - 124 BROWN ST. - RE-ISSUED	\$ 500.00
13221	23-Jan-25	YANNI, ANTHONY	PUC EASEMENT - RE-ISSUED	\$ 500.00
				\$ 379,102.12

RESOLUTIONS

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

BY-LAW NO. 2025-07

**Being a by-law to provide for imposing
upon owners or occupants of land a final 2025
Refuse Collection Rate.**

WHEREAS the Municipal Act 2001, under Section 391, Ontario Regulation 244/02, authorizes the Corporation to establish fees and charges for services it provides;

NOW THEREFORE the Council of the Township of Chapleau ENACTS AS FOLLOWS:

1. That Refuse Collection Rates, as detailed on Schedule "A", be and are hereby imposed upon owners or occupants of land within the Township of Chapleau.
2. The balance of the general rates or rents shall be payable in four equal quarterly instalments in advance, on or by **February 28th, 2025, April 30th, 2025, July 31st, 2025 and October 31st, 2025.**

Upon failure to so pay on the due date, a penalty charge of 1.25% of the instalment amount shall be applied and will accrue at the rate of 1.25% per month on the 1st of each month following the due date.

3. That Schedule "A" attached hereto and forming part of this by-law shall be and is hereby adopted as the Municipal Refuse Collection Rates for the year 2025 and all subsequent years, unless otherwise amended by by-law.
4. That By-Law 2023-62 and any other by-law in conflict with this By-Law be and is hereby repealed in its entirety.
5. This By-Law shall come into force and take effect on the 1st day of January 2025.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 27th day of January, 2025.

Ryan Bignucolo Mayor

Judith Meyntz Clerk

OPTION #1

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2025-07

	<u>Annual Rate</u>
<u>Residential Unit</u> - 1 (one) pickup per week	\$ 198.35
 <u>All Other Users</u>	
- 1 (one) pickup per week	\$ 254.32
 - that a flat rate be imposed for each additional weekly pickup.	 \$ 771.43

OPTION #2

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2023-62

	<u>Annual Rate</u>
<u>Residential Unit</u> - 1 (one) pickup per week	\$ 178.29
<u>All Other Users</u> - 1 (one) pickup per week	 \$ 228.61
- that a flat rate be imposed for each additional weekly pickup.	 \$ 693.42

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

BY-LAW NO. 2025-08

**Being a by-law to provide for
imposing the final 2025 sewage
service rate upon owners or occupants
of land who use sewage works.**

WHEREAS the Municipal Act 2001, under Section 391, Ontario Regulation 208/02, authorizes the Corporation to establish fees and charges for services it provides;

NOW THEREFORE the Council of the Township of Chapleau ENACTS AS FOLLOWS:

1. That sewage service rates, as detailed on Schedule "A" to this by-law, be and are hereby imposed upon owners or occupants of land within the Township of Chapleau who use sewage works.
2. The balance of the general rates or rents shall be payable in four equal quarterly instalments in advance, on or by **February 28th, 2025, April 30th, 2025, July 31st, 2025 and October 31st, 2025.**

Upon failure to so pay on the due date, a penalty charge of 1.25% of the instalment amount shall be applied and will accrue at the rate of 1.25% per month on the 1st of each month following the due date.

3. That Schedule "A" attached hereto and forming part of this by-law shall be and is hereby adopted as the 2025 Municipal Sewer Rates.
4. That By-Law 2023-64 and any other by-law in conflict with this By-Law be and is hereby repealed in its entirety.
5. That this By-Law shall come into force and take effect on the 1st day of January, 2025.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 27th day of January, 2025.

Ryan Bignucolo Mayor

Judith Meyntz Clerk

OPTION #1

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2025-08

<u>CONSUMERS</u>	<u>RATE PER ANNUM</u>
Restaurants	\$ 2,299.71
Fast Food Outlets	\$ 1,149.96
Residential Units and For Every Apartment	\$ 654.49
Beauty Salons and Barber Shops	\$ 739.29
Boarding & Rooming Houses - Owner	\$ 654.49
- Per Room	\$ 36.96
Churches, Community Halls, Pool Halls, Legion	\$ 740.50
Stores and General Offices	\$ 635.96
Theatres	\$ 902.73
Service Stations & Garages	\$ 828.05
Doctors and Dentists Offices	\$ 1,018.49
Chiropractors Office	\$ 1,018.49
Chapleau Recreation Centre	\$ 4,277.97
On Water Meters Per 1000/gallons	\$ 5.24

WATER METER LOCATIONS:

INSTITUTIONAL:

Chapleau General Hospital, Broomhead Road
Ecole Secondaire Trillium
Chapleau High School, Teak Street
Chapleau Separate School, 14 Strathcona Street
Chapleau Medical Centre, Broomhead Road
2592906 Ontario Inc., Dental Office, Beech Street

OTHER:

Aux Trois Moulins Motel, Martel Road
Bridgeview Motel, 12 Birch Street
Canadian Pacific Railway, Dufferin Street
Cavalier Motel, 95 Monk Street S.
Chapleau News Depot, 37 Birch Street
Motel Chapleau, 72 Cedar Street
Riverside Motel, 116 Cherry Street
Crestview Rooming House, 38 Devonshire Street

OPTION #2

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2023-64

<u>CONSUMERS</u>	<u>RATE PER ANNUM</u>
Restaurants	\$ 2,105.00
Fast Food Outlets	\$ 1,052.59
Residential Units and For Every Apartment	\$ 599.08
Beauty Salons and Barber Shops	\$ 676.70
Boarding & Rooming Houses - Owner	\$ 599.08
- Per Room	\$ 33.83
Churches, Community Halls, Pool Halls, Legion	\$ 677.81
Stores and General Offices	\$ 582.12
Theatres	\$ 826.30
Service Stations & Garages	\$ 757.94
Doctors and Dentists Offices	\$ 932.25
Chiropractors Office	\$ 932.25
Chapleau Recreation Centre	\$ 3,915.76
On Water Meters Per 1000/gallons	\$ 4.80

WATER METER LOCATIONS:

INSTITUTIONAL:

Chapleau General Hospital, Broomhead Road
Ecole Secondaire Trillium
Chapleau High School, Teak Street
Chapleau Separate School, 14 Strathcona Street
Chapleau Medical Centre, Broomhead Road
2592906 Ontario Inc., Dental Office, Beech Street

OTHER:

Aux Trois Moulins Motel, Martel Road
Bridgeview Motel, 12 Birch Street
Canadian Pacific Railway, Dufferin Street
Cavalier Motel, 95 Monk Street S.
Chapleau News Depot, 37 Birch Street
Motel Chapleau, 72 Cedar Street
Riverside Motel, 116 Cherry Street
Crestview Rooming House, 38 Devonshire Street

By-Law 2023-64
Sewage Service Rate - 2024

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

BY-LAW NO. 2025-09

**Being a by-law to provide for the
management, maintenance and regulation
of the waterworks system and
to fix the final 2025 rates for the use**

WHEREAS the Municipal Act 2001, under Section 391, Ontario Regulation 244/02, authorizes the Corporation to establish fees and charges for services it provides;

NOW THEREFORE the Council of the Township of Chapleau ENACTS AS FOLLOWS:

1. That By-Law 2023-63 and any other by-law in conflict with this By-Law are hereby repealed.
2. IN THIS BY-LAW
 - a) "Council" shall mean the Council of the Corporation of the Township of Chapleau.
 - b) "Corporation" shall mean the Corporation of the Township of Chapleau.
 - c) "Collector" shall mean the person appointed by the Council to collect the water rates, rents and charges.
 - d) "A Public Works Superintendent" shall mean the director of the water works system or other person appointed by the Council to perform all or any of his/her duties.
 - e) "Person" shall mean and include any person or body corporate and their servants, agents and workmen.
 - f) "Party" shall mean and include any person or persons and body or bodies corporate and their servants, agents and workmen.
 - g) "Property" shall mean and include any building or buildings situated on one lot or one or more lots owned by the same owner.
 - h) "Public Works Committee" shall mean those members of Council and the community who may be appointed from time to time as members of the said Committee, by Council.
3. The management of the waterworks system shall be under the Council whose powers and duties shall be as follows:
 - a) To enquire into and report on the supply of water and the erection and maintenance of hydrants.
 - b) To consider and report from time to time on the charges to be made for the consumption of water, and the methods by which such charges are to be computed.
 - c) To consider and report on the administration and enforcement of by-laws concerning water supply and distribution.
 - d) To consider and report on the keeping of records and transmission of notices regarding charges for consumption of water.

4. The Public Works Superintendent shall, in every case, determine the size of the pipe to be used in supplying any premise and also the position in the street in which it is to be laid.
5. No work of any kind connected with the water service either for the laying of new or the repair of old services shall be done upon or under the streets by other than the employees of the Corporation, or persons authorized by the Corporation to perform such work.
6. Every person using the water must keep his services pipe or pipes and all fixtures connected therewith which lie within his premises well and sufficiently protected from frost at his own expense, and also keep in good repair and replaced by new ones when necessary, at his own expense, any stop and waste or compression cocks or other fixtures placed within his premises.
7. Owners of buildings or any class or classes of buildings in the Township or in any defined area thereof are required to connect the said buildings or class or classes of buildings to the waterworks of the municipality and further that in the case of default of payment, the amount owing may be recovered through an additional levy on the owner's municipal taxes.
8. When water is turned off from an unmetered premise at the request of the owner or tenant any time during the first month of the quarter, two-thirds of the quarterly payment will be refunded. When water is turned off any time during the third month of the quarter, there will be no refund.
9. No connection shall be made to the water main to supply water to any premises where adequate provision for carrying off waste water either into a sewer or cesspool has not previously been made.
10. Except when otherwise provided by special contracts the rates, rents and charges to be collected for the supply of water within the limits of the Township shall be those set forth in Schedule "A" effective January 1, 2025.
11. The charge to water-takers assessed by meter measurement shall be at the rates mentioned in Schedule "A" hereto annexed. If the meter be injured or fail to register, during the quarter then the premises shall be assessed in proportion to the former charge by meter on an average of the preceding twelve months. The owner or occupant of the premises at which a meter may be installed shall pay to the Corporation in advance the cost of such meter, and the said cost may be applied on account of arrears if any, and the terms of Section 23 shall apply in the event of discontinuance of water service to the owner or occupant.
12. The balance of the final general rates or rents, shall be payable in four equal instalments in advance, on or by **February 28th, 2025, April 30th, 2025, July 31st, 2025 and October 31st, 2025.**

Upon failure to so pay on the due date, a penalty charge of 1.25% of the instalment amount shall be applied and will accrue at the rate of 1.25% per month on the 1st of each month following the due date.
13. The rates and rents charged for water when supplied from meters shall be payable monthly. Upon failure to so pay on the due date, a penalty charge of 1.25% of the instalment amount shall be applied and will accrue at the rate of 1.25% per month on the 1st of each month following the due date.
14. Any water-taker may arrange with the municipal office for paying of any rates or rents yearly in advance and such water-takers shall be entitled to the rebate on the prepaid portion of the year in question, in the event that they should discontinue the use of water

during the prepaid period.

15. When meters have been or shall hereafter be set up or placed upon any premises, for the measurement of water, the owner or occupant of the premises in which such meters have been or are placed shall take all reasonable precaution to protect such meter and its connections, from injury by frost or otherwise and shall at all times, and at his or their cost, afford free access to such meters and their connections by the employees of the Corporation authorized for such purpose, whenever required by such employees, in the performance of their duty and if any such meter or its connections shall be injured in any way, such owners or occupants shall be liable for the cost of the meter or for the cost of putting the same in proper order and condition and such cost shall forthwith become due and payable to the said owner or occupant to the said corporation and may be recovered by action in any court of competent jurisdiction.
16. Water meters shall not be installed.
17. The Council or its' Director of Environmental and Transportation Services may, at its or his discretion, require any statement, which may be required to be filed, to be verified by a statutory declaration.
18. The Council may limit the use of water for any purpose, or limit the hours of using the same, whenever the public service may, in its judgement, require it.
19. No person shall in any way interfere with any hydrant, valve, stop-cock, or other water works appliances outside of his own premises nor shall he in any way interfere with any meter or pipe leading to such meter whether inside or outside his premises.
20. All users of large boilers taking water from the waterworks shall have tanks which contain an ample supply of water or provide for the cases in which the water may be turned off or shut off for any purpose by the Corporation and all house boilers shall be fitted with suitable check-valves to prevent accidents from collapse or damage in case water is suddenly shut or drawn off from main or service pipe.
21. All persons having connections for lawn or other outside service shall cut off the supply to such lawn or other outside service as soon as the alarm is given for fire and shall not turn it on again until the fire is extinguished.
22. Upon application to the Corporation, any consumer who is moving from one residence to another and whose water rates for the current quarter have been paid, may secure a credit transfer voucher, transferring the unexpired portion of their quarter's rates to his new address. In cases where a consumer, whose current quarter is paid no longer requires water service, a cash rebate, upon personal application at the municipal office, will be given. In cases where a consumer no longer requires water service and a meter has been installed on the premises, and the said consumer has paid the required initial deposit for such meter, then a cash rebate in the amount of the said deposit for the meter will be given upon personal application at the municipal office.
23. Nothing in this By-Law shall be construed to limit or diminish the powers, rights and authority of the Corporation under the provision of the Public Utilities Act or amending Act or any other Act.
24. The owner or occupant of any property to which property water pipes or other connections have unlawfully, and without the authority of Council and its employees, been made or allowed to be made and attached to the Township's water system, shall be liable for the cost of all water supplied to the said property from the date of such unlawful connection, and in addition, such owner or occupant shall be liable for any penalty imposed under Section 26 hereinafter.

25. Anyone contravening any of the provisions of this By-Law shall incur a penalty not exceeding \$300.00, which said penalties shall be recoverable under the Summary Convictions Act. Each day that the contravention of any of the provisions of this By-Law shall continue, shall constitute a separate offence.
26. a) The Public Works Committee and/or Council shall have full power and authority to use its discretion in the event of any or all emergencies, to curtail the use of water to any or all users within the Township of Chapleau, or to determine the periods during which the use of water may be limited or entirely discontinued for a period or periods from time to time. However, it is the intention of Council, where practical, that reasonable notice of such shutting off shall be given to consumers.
- b) In addition to the above rates for service connections, the owner is to pay the cost price of replacing paving or other such road surface.
- Additional charges where water pipes are found to be frozen inside the property line shall be paid by the consumer or owner within fifteen days after thawing in accordance with fees outlined in Schedule "B". Where water pipes are found to be frozen on the Corporation's property or road right-of-way, the Corporation will assume the responsibility of said thawing.
- c) The Treasurer is hereby authorized to shut off the supply of a public utility by the municipality to land if fees or charges payable by the owners or occupants of the land for the supply of the public utility to the land are overdue.
27. No person, being an owner, tenant, occupant, or resident of any apartment, commercial or residential building supplied with water from the Municipal Water System, shall without consent of the Public Works Manager, lend, sell, or dispose of water, give water away, permit water to be taken or carried away, use or apply water to the use or benefit of another, or to any use and benefit other than the person's own, or increase the supply of water. This shall include furnishing of water from one building connected to the Municipal Water System to another building.
28. The penalty for an owner, tenant, occupant, or resident who supplies water to another resident without consent of the Public Works Manager by any of the means detailed in Item 27 above, shall receive a fine in the amount of \$1,000.00, which if unpaid, will be added to the tax account of the resident who violates this by-law.
29. This By-Law shall come into force and take effect on the 1st day of January, 2025.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 27th day of January, 2025.

Ryan Bignucolo Mayor

Judith Meyntz Clerk

OPTION #1

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2025-09

<u>CONSUMERS</u>	<u>RATE PER ANNUM</u>
Restaurants	\$ 4,597.01
Fast Food Outlets	\$ 2,298.63
Residential Units and For Every Apartment	\$ 1,307.73
Beauty Salons and Barber Shops	\$ 494.65
Boarding & Rooming Houses - Owner	\$ 1,307.73
- Per Room	\$ 73.62
Churches, Community Halls, Pool Halls, Legion	\$ 1,480.44
Stores and General Offices	\$ 1,271.24
Theatres	\$ 1,804.50
Service Stations & Garages	\$ 1,654.88
Doctors and Dentists Offices	\$ 2 036.04
Chiropractors Office	\$ 682.31
Chapleau Recreation Centre	\$ 8,552.54
On Water Meters Per 1000/gallons	\$ 15.15
Vacant Units	\$ 108.41

WATER METER LOCATIONS:

INSTITUTIONAL:

Chapleau General Hospital, Broomhead Road
Ecole Secondaire Trillium
Chapleau High School, Teak Street
Chapleau Separate School, 14 Strathcona Street
Chapleau Medical Centre, Broomhead Road
2592906 Ontario Inc., Dental Office, Beech Street

OTHER:

Aux Trois Moulins Motel, Martel Road
Bridgeview Motel, 12 Birch Street
Canadian Pacific Railway, Dufferin Street
Cavalier Motel, 95 Monk Street S.
Chapleau News Depot, 37 Birch Street
Motel Chapleau, 72 Cedar Street
Riverside Motel, 116 Cherry Street
Crestview Rooming House, 38 Devonshire Street

OPTION #2

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

SCHEDULE "A" TO BY-LAW 2023-63

<u>CONSUMERS</u>	<u>RATE PER ANNUM</u>
Restaurants	\$ 4,452.31
Fast Food Outlets	\$ 2,226.27
Residential Units and For Every Apartment	\$ 1,266.56
Beauty Salons and Barber Shops	\$ 479.08
Boarding & Rooming Houses - Owner	\$ 1,266.56
- Per Room	\$ 71.31
Churches, Community Halls, Pool Halls, Legion	\$ 1,433.84
Stores and General Offices	\$ 1,231.23
Theatres	\$ 1,747.70
Service Stations & Garages	\$ 1,602.78
Doctors and Dentists Offices	\$ 1,971.96
Chiropractors Office	\$ 660.83
Chapleau Recreation Centre	\$ 8,283.33
On Water Meters Per 1000/gallons	\$ 14.67
Vacant Units	\$ 105.00

WATER METER LOCATIONS:

INSTITUTIONAL:

Chapleau General Hospital, Broomhead Road
Ecole Secondaire Trillium
Chapleau High School, Teak Street
Chapleau Separate School, 14 Strathcona Street
Chapleau Medical Centre, Broomhead Road
2592906 Ontario Inc., Dental Office, Beech Street

OTHER:

Aux Trois Moulins Motel, Martel Road
Bridgeview Motel, 12 Birch Street
Canadian Pacific Railway, Dufferin Street
Cavalier Motel, 95 Monk Street S.
Chapleau News Depot, 37 Birch Street
Motel Chapleau, 72 Cedar Street
Riverside Motel, 116 Cherry Street
Crestview Rooming House, 38 Devonshire Street

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

By-Law No. 2025-10

Being a By-Law to Amend Fees and Charges By-law for Cemetery Services

WHEREAS Section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs 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;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Chapleau enacts as follows:

- 1. **GENERAL:**
 - 1.1. The Council of the Corporation of the Township of Chapleau hereby establishes the fees and charges as set out in the Cemetery Schedule attached hereto and forming an integral part of this By-Law.
 - 1.2. The fees set out in the attached Schedule shall be paid for the services or activities listed, and all fees are per occasion or request unless noted otherwise.
 - 1.3. The fees and charges will be subject to Harmonized Sales Tax (HST) where applicable.
- 2. **SEVERABILITY:** If any provision or part of a provision of this By-Law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-Law or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.
- 3. **CONFLICT WITH ANY OTHER BY-LAW:** In the event of any conflict between any provisions of this By-Law and any other By-Law heretofore passed, the provisions of this By-Law shall prevail.
- 4. **REVIEW:** The Council of the Corporation of the Township of Chapleau shall review this By-Law once per calendar year to ensure that fees are kept up to date and relevant.
- 5. **EFFECTIVE DATE:** This by-law shall come into full force and take effect on the 1st day of January, 2025.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 27th day of January, 2025.

Ryan Bignucolo Mayor

Judith Meyntz Clerk

HEALTH SERVICES		2024	2025 Rates	Care & Maintenance	BAO Protection Fee	HST	Total Fee 2025
<u>CEMETERY PLOTS (Requires Provincial Approval)</u>							
Adult - Lot (4 ft x 9 ft)		\$ 300.00	\$ 800.00	\$ 320.00	\$ 30.00	\$ 149.50	\$ 1,299.50
Infant Lot (4 ft x 4 ft)		\$ 100.00	\$ 400.00	\$ 290.00	\$ 30.00	\$ 93.60	\$ 813.60
Non-resident Fee: Add 15%							
<u>OPENING & CLOSING (Updated annually by staff based on labour rates)</u>							
Casket Regular Operating Hours		\$ 935.11	\$ 1,100.00			\$ 143.00	\$ 1,243.00
Extras:							
Casket - Saturday		\$ 1,182.31	\$ 550.00			\$ 71.50	\$ 621.50
Casket - Sunday and Statutory Holidays		\$ 1,347.11	\$ 775.00			\$ 100.75	\$ 875.75
Cremation PW complete work Monday to Fr		\$ 133.11	\$ 250.00			\$ 32.50	\$ 282.50
Cremation Family Back Fill		\$ 112.11	\$ 150.00			\$ 19.50	\$ 169.50
Cript Storage (Winter Months) Price per month			\$ 100.00			\$ 13.00	\$ 113.00
Installation of Flat Marker			\$ 280.00			\$ 36.40	\$ 316.40
<u>MONUMENT CARE & MAINTENANCE FUND - By-2022-07</u>							
Flat Marker under 172 square inches		\$ -	\$ 100.00			\$ 13.00	\$ 113.00
Flat Marker over 173 square inches		\$ 50.00	\$ 200.00			\$ 26.00	\$ 226.00
Upright monument up to 4 feet in height or		\$ 100.00	\$ 400.00			\$ 52.00	\$ 452.00

CORRESPONDENCE



County of Frontenac

2069 Battersea Rd.
Glenburnie, ON K0H 1S0

T: 613.548.9400

F: 613.548.8460

Sent Via Email

15 January 2025

Hon. Rob Flack, Minister of Agriculture, Food and Rural Affairs (OMAFRA)
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipalities of Ontario (ROMA)
All Ontario Municipalities

Re: Frontenac County Council Meeting – January 15, 2025 – Motion to support increasing the maximum annual Tile Drain Loan Limit to a minimum of \$250,000

Please be advised that the Council of the County of Frontenac, at its regular meeting held January 15, 2025, passed the following resolution, being Motions, Notice of Which has Been Given, clause a):

Motions, Notice of Which has Been Given

a) **Motion to support increasing the maximum annual Tile Drain Loan Limit to a minimum of \$250,000**

Motion #: 47-25	Moved By:	Councillor Greenwood-Speers
	Seconded By:	Councillor Gowdy

Be It Resolved That the Council of the County of Frontenac hereby support the motion from the Township of Adelaide Metcalfe requesting that the Province, through the Ministry of Agriculture, Food and Rural Affairs, consider increasing the maximum annual Tile Drain Loan Limit to a minimum of \$250,000; and,

And Further That Council a copy of this motion be forwarded to the Honourable Rob Flack, Minister of Agriculture, Food and Rural Affairs (OMAFRA), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario municipalities.

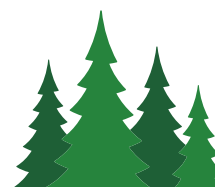
Carried

Should you have any questions or concerns, please do not hesitate to contact me at 613-548-9400, ext. 302 or via email at jamini@frontenacounty.ca.

Yours Truly,

Jannette Amini, Dipl.M.M., M.A. CMO
Manager of Legislative Services/Clerk

Copy: File



January 16, 2025

justin.trudeau@parl.gc.ca

The Right Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2

premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
964 Albion Road
Unit 110 (Second floor)
Etobicoke, ON M9V 1A7

Dear Hon. Justin Trudeau and Hon. Doug Ford:

**Re: Redistribution of the Provincial Land Transfer Tax and GST to Municipalities
for Sustainable Infrastructure Funding**

At their regular meeting of January 15, 2025, Council of the Town of Pelham endorsed the following:

WHEREAS municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development;

AND WHEREAS the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment; and Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities;

AND WHEREAS the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs;

AND WHEREAS redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers;

AND WHEREAS a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

NOW THEREFORE BE IT RESOLVED:

- 1. THAT** Town of Pelham Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities;
- 2. AND THAT** Town of Pelham Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities;
- 3. AND THAT** this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs;
- 4. AND THAT** copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs);
- 5. AND THAT** copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.

Should you require further information, please do not hesitate to contact Town Clerk, Sarah Leach 905-980-6657.

Yours very truly,

JLegros

Jodi Legros
Legislative Coordinator

- c. **Hon. Paul Calandra, Minister of Municipal Affairs and Housing** Paul.Calandra@pc.ola.org
Dean Allison, MP Niagara West dean.allison@parl.gc.ca
Hon. Sam Oosterhoff, MPP Niagara West Sam.Oosterhoff@pc.ola.org
Vance Badawey, MP Niagara Centre vance.badawey@parl.gc.ca
Jeff Burch, MPP Niagara Centre JBurch-CO@ndp.on.ca
Tony Baldinelli MP Niagara Falls Tony.Baldinelli@parl.gc.ca
Wayne Gates, MPP Niagara Falls WGates-CO@ndp.on.ca
Chris Bittle, MP St. Catharines chris.bittle@parl.gc.ca
Jennifer Stevens, MPP St. Catharines JStevens-QP@ndp.on.ca
Federation of Canadian Municipalities (FCM) resolutions@fcm.ca; info@fcm.ca
Association of Municipalities of Ontario (AMO) amo@amo.on.ca; resolutions@amo.on.ca
All Ontario Municipalities



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

January 15, 2025

Via email: Peter.Bethlenfalvy@pc.ola.org

Ministry of Finance
Frost Building South
7th Floor
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Peter Bethlengalvy,

Re: TAPMO Letter Regarding Pre-Budget Announcement

Please be advised that South Huron Council passed the following resolution at their January 13, 2025 Regular Council Meeting:

Motion: 15-2025

Moved: M. Vaughan

Seconded: T. Oke

Whereas the Ministry of Finance has introduced a one-time \$7 million reduction in education taxes in 2024, a subsidy that will be absorbed by the province through a 95% reduction in education taxes—marking the first such subsidy provided by the province to any industry;

Whereas the Ministry of Finance's plans to introduce a new aggregate property sub-class in 2025, which is set to provide a \$6 million subsidy to the aggregate industry, with \$3 million of that subsidy being transferred back to the municipal (primarily residential) tax base, raises serious concerns about the fairness and equity of the system;

Whereas the claims that the new sub-class will provide tax stability and predictability seem hollow and do not address the

systemic inequities in the taxation framework, which continues to shift an undue burden onto municipal taxpayers, particularly those in rural areas who host these aggregate operations;

Whereas there is significant concern that the government's actions prioritize the interests of the aggregate industry over the financial realities faced by municipalities and their residents, and that this shift in burden undermines public trust in the fairness and integrity of Ontario's legal and tax frameworks;

Whereas TAPMO has presented evidence demonstrating that the aggregate industry is financially capable of meeting its tax obligations, including substantial profits and royalty payments made by industry leaders, further undermining the need for these subsidies;

Whereas the municipal taxpayer should not bear the cost of correcting a past error in assessment methodology that unfairly benefited the aggregate industry, and the new property tax class ratio risks further undermining the principle of revenue neutrality and eroding confidence in Ontario's legal and tax systems;

Therefore be it resolved that the Council of the Municipality of South Huron strongly objects to the undue burden being placed on municipal taxpayers to subsidize the aggregate industry, and calls on the provincial government to:

Reevaluate and correct the misguided subsidies being provided to the aggregate sector, and ensure that future tax policies are fair, equitable, and consistent for all taxpayers.

1. Uphold the principles of revenue neutrality in the aggregate tax framework and ensure that any new tax classifications or methodologies do not result in a net loss of revenue for municipalities, especially those that are already facing significant financial challenges.



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

2. Commit to meaningful reform that ensures fairness and consistency across all sectors of the economy and actively engages municipalities and taxpayers in a transparent and inclusive process, rather than catering to the demands of the aggregate industry.

3. Take immediate action to correct the existing inequities in the tax framework, ensuring that the burden of this correction is not unjustly shifted to municipal taxpayers, particularly those in rural communities who host these operations.

4. Respect and uphold the integrity of the legal process by honouring the decisions of the Divisional Court and ensuring that all assessment methodologies are transparent, accountable, and based on a fair and balanced approach.

5. Further, be it resolved that the Council of the Municipality of South Huron supports TAPMO's call for the provincial government to adopt reforms that prioritize the needs and fairness of municipal taxpayers and to ensure that the aggregate sector contributes its fair share to the province's tax base; and

Further be it resolved that this resolution be forwarded to the Minister of Finance, the Minister of Municipal Affairs and Housing, local school boards, AMO, ROMA, Local MPP, all Ontario Municipalities and the Municipal Property Assessment Corporation.

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator

Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

Encl.

cc: Minister of Municipal Affairs and Housing, Hon. Paul Calandra, Paul.Calandra@pc.ola.org; Avon Maitland District School Board, info@amdsb.ca; Huron-Perth Catholic District School Board, info@huronperthcatholic.ca; MPP Huron-Bruce, Hon. Lisa Thompson, Lisa.Thompson@pc.ola.org; AMO, resolutions@amo.on.ca; ROMA, roma@on.ca; MPAC, John.Young@mpac.ca; TAPMO, info@tapmo.ca, All Ontario Municipalities



Finance Minister Chrystia
Freeland
VIA EMAIL:
chrystia.freeland@parl.gc.ca

Hon. Paul Calandra
VIA EMAIL:
minister.mah@ontario.ca

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

December 13, 2024

Association of Municipalities
of Ontario (AMO)
VIA EMAIL:
amo@amo.on.ca

Top Aggregate Producing
Municipalities of Ontario
(TAPMO)
VIA EMAIL:
info@tapmo.ca

Rural Ontario Municipalities
Association (ROMA)
VIA EMAIL:
roma@roma.on.ca

Hon. Ted Arnott, MPP
VIA EMAIL:
ted.arnottco@pc.ola.org

RE: TAPMO Letter regarding Pre Budget Announcement

Please be advised that Township of Puslinch Council, at its meeting held on November 27, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2024-430:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda items listed with the exception of items 6.10, 6.11, and 6.12 for NOVEMBER 27, 2024 Council meeting be received for information; and

Whereas the Township of Puslinch Council supports the information provided by TAPMO to member municipalities of TAPMO; and

Whereas the Township of Puslinch Council sees the value and significance of circulating this information provided by TAPMO to all Ontario municipalities;



Therefore, that Council directs staff to forward items 6.10, 6.11, and 6.12 to all Ontario municipalities; and

That Council direct staff to forward the following resolution to the Minister of Finance, the Minister of Municipal Affairs and Housing, local school board trustees, AMO, ROMA, Local MPP, all Ontario Municipalities and the Municipal Property Assessment Corporation:

Whereas the Ministry of Finance has introduced a one-time \$7 million reduction in education taxes in 2024, a subsidy that will be absorbed by the province through a 95% reduction in education taxes—marking the first such subsidy provided by the province to any industry;

Whereas the Ministry of Finance’s plans to introduce a new aggregate property sub-class in 2025, which is set to provide a \$6 million subsidy to the aggregate industry, with \$3 million of that subsidy being transferred back to the municipal (primarily residential) tax base, raises serious concerns about the fairness and equity of the system;

Whereas the claims that the new sub-class will provide tax stability and predictability seem hollow and do not address the systemic inequities in the taxation framework, which continues to shift an undue burden onto municipal taxpayers, particularly those in rural areas who host these aggregate operations;

Whereas there is significant concern that the government’s actions prioritize the interests of the aggregate industry over the financial realities faced by municipalities and their residents, and that this shift in burden undermines public trust in the fairness and integrity of Ontario’s legal and tax frameworks;

Whereas TAPMO has presented evidence demonstrating that the aggregate industry is financially capable of meeting its tax obligations, including substantial profits and royalty payments made by industry leaders, further undermining the need for these subsidies;

Whereas the municipal taxpayer should not bear the cost of correcting a past error in assessment methodology that unfairly benefited then aggregate industry, and the new



property tax class ratio risks further undermining the principle of revenue neutrality and eroding confidence in Ontario's legal and tax systems;

Therefore be it resolved that the Council of the Township of Puslinch strongly objects to the undue burden being placed on municipal taxpayers to subsidize the aggregate industry, and calls on the provincial government to:

Reevaluate and correct the misguided subsidies being provided to the aggregate sector, and ensure that future tax policies are fair, equitable, and consistent for all taxpayers.

1. Uphold the principles of revenue neutrality in the aggregate tax framework and ensure that any new tax classifications or methodologies do not result in a net loss of revenue for municipalities, especially those that are already facing significant financial challenges.

2. Commit to meaningful reform that ensures fairness and consistency across all sectors of the economy, and actively engages municipalities and taxpayers in a transparent and inclusive process, rather than catering to the demands of the aggregate industry.

3. Take immediate action to correct the existing inequities in the tax framework, ensuring that the burden of this correction is not unjustly shifted to municipal taxpayers, particularly those in rural communities who host these operations.

4. Respect and uphold the integrity of the legal process by honouring the decisions of the Divisional Court and ensuring that all assessment methodologies are transparent, accountable, and based on a fair and balanced approach.

5. Further be it resolved that the Council Township of Puslinch supports TAPMO's call for the provincial government to adopt reforms that prioritize the needs and fairness of municipal taxpayers and to ensure that the aggregate sector contributes its fair share to the province's tax base; and

Further be it resolved that this resolution be forwarded to the Minister of Finance, the Minister of Municipal Affairs and Housing, local school board trustees, AMO, ROMA,



Local MPP, all Ontario Municipalities and the Municipal Property Assessment Corporation.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

CC: All Ontario Municipalities, Municipal Property Assessment Corporation (MPAC), Local school board trustees



Top
Aggregate
Producing
Municipalities of
Ontario

Sent via email

November 1, 2024

Premier Doug Ford
Legislative Building
Quenn's Park
Toronto, ON M7A 1A1

Minister of Finance Peter Bethlenfalvy
Ministry of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Premier Ford and Minister Bethlenfalvy:

Re: Pre Budget Announcement

As you are aware there was a lengthy Assessment Review Board hearing as well as a divisional court ruling increasing the taxes paid by the aggregate sector due to an inappropriate tax relief mechanism implemented by MPAC.

TAPMO recognizes funding for rural, small and northern municipalities is proposed to see an increase in OMPF funding. This increase is very much appreciated. This increase will begin to address the farm tax rebate shortfalls that rural, small and northern municipalities have been experiencing under the former program. Increasing this funding ensures all Ontarians are supporting farmers and not just the residents that call home to small, rural and northern communities. The impact of Provincially significant programs needs to be absorbed by all Ontarians.

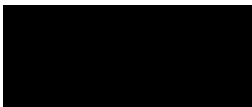
If it is the desire of the Government to provide special treatment to one sector and burdening this special treatment on small, rural and northern communities (where most aggregate operations exist), TAPMO is of the opinion that an aggregate subsidy is not appropriate and should be borne by all Ontarians.

The pre budget announcement provides \$200 to every Ontarian, adding approximately \$3 billion to the Ontario budget. If the Government is willing to add \$3 billion to the deficit. Carrying over the 95% reduction in education tax relief absorbed by all Ontarians for 2024, would have added \$7 million to the total deficit for 2025 or 0.11666667% additional deficit.

TAPMO request the following questioned to be answered:

Explain the justification of increasing taxes on small, rural and northern municipalities which are host to most aggregate operations, to provide a preferential tax relief to the aggregate sector, versus absorbing any relief through increased deficit for all Ontarians?

Yours truly,



James Seeley
Board Chair

Ministry of Finance

Provincial-Local
Finance Division

Frost Building North
95 Grosvenor Street
Toronto ON M7A 1Y7

Ministère des Finances

Division des relations provinciales-
municipales en matière de finances

Édifice Frost nord
95 rue Grosvenor
Toronto ON M7A 1Y7



October 31, 2024

His Worship James Seeley
Chair, Top Aggregate Producing Municipalities of Ontario (TAPMO)
jseeley@puslinch.ca

Don MacLeod
Executive Director, TAPMO
executivedirector@tapmo.ca

Dear Mayor Seeley and Mr. MacLeod:

Thank you for your letter about the new aggregate extraction property class.

As noted in my letter of October 3, the Province will be setting municipal tax ratios and education tax rates for the new aggregate extraction property class to provide tax mitigation for properties in the class. The plan is to provide an overall \$6M tax reduction to properties in the class relative to the original 2024 tax level, comprised of \$3M municipal tax and \$3M education tax. While the specific tax ratios and impacts will not be available until after the assessments for 2025 are finalized by the Municipal Property Assessment Corporation (MPAC), the intention is that municipalities overall will still benefit from the majority of the incremental tax revenues that resulted from the assessment methodology changes implemented by MPAC for 2024.

More details will be shared when they become available. We appreciate the importance of providing municipalities with as much time as possible to support their budgetary planning. We have taken note of your request to receive this information by November 30th and will endeavour to provide the data as close to this date as possible.

Regarding your request that TAPMO be included in consultations during 2025, that is an important part of our plan. We will be reaching out to TAPMO as well as the aggregate sector, and working with MPAC and the Ministry of Natural Resources, to seek more detailed information regarding aggregate activities and discuss possible updates to the definition of the property class.

The government understands the challenges small and rural municipalities face. In this regard, in the 2024 Fall Economic Statement announced the Ontario Municipal Partnership Fund will be increased by \$100 million (20% increase) annually. This will be phased in over two years with an immediate \$50 million increase in 2025.

.../2

TAPMO

November Newsletter



INTRODUCING TAPMO'S EXECUTIVE DIRECTOR

Don MacLeod held the position of Chief Administrative Officer for the Township of Zorra from 1996 to 2024. The Township of Zorra is in the top 10 aggregate producing municipalities in Ontario. Recently, Don transitioned into the role of Executive Director for TAPMO. With this wealth of experience, Don is particularly well-suited to continue the success of TAPMO in developing a sustainable plan for aggregate extraction across Ontario.

NOVEMBER HIGHLIGHTS

- **Introducing Don MacLeod, TAPMO Executive Director**
- **Aggregate Property Taxation Assessment Challenges: What to expect in 2025**
- **Meet the Board of Directors and membership!**

STAY CONNECTED

What to stay in the know?

Visit the TAPMO website to review agendas and minutes from previous meetings:

<https://www.tapmo.ca/resources#agenda>

Next TAPMO meeting: Monday November 18, 2024 @ 2:30pm



[tapmo.ca](https://www.tapmo.ca)
executivedirector@tapmo.ca

TAPMO

November Newsletter

Property Taxation Changes and Concerns for Municipalities

Following an appeal decision of the Divisional Court, the Municipal Property Assessment Corporation (MPAC) revised the assessment methodology and property tax classification of aggregate sites to ensure sector-wide consistency, resulting in tax changes for pits and quarries across the province for 2024 (an increase of \$12M municipal and \$5M education). These properties continue to be assessed based on the province-wide valuation date of January 1, 2016, but the methodology used to derive those values has been modified in line with the court ruling. This legal process was spearheaded by Wellington County. In a troubling response to the Divisional Court decision, the Ministry of Finance has introduced a one-time (2024) \$7 million education tax reduction, to mitigate the impact of these changes on the aggregate industry. This reduction will be absorbed by the province through a 95% reduction in education taxes, which is the first time this kind of a subsidy is being provided by the province for any industry.

Looking ahead to the 2025 tax year, a new aggregate property sub-class is set to be introduced, but the intent to create improved tax stability and predictability feels hollow. The sub-class will result in a \$6 million subsidy for the aggregate industry, \$3 million of which is being transferred back to the municipal (primarily residential) tax base. The tax subsidy will be funneled through a temporary property tax sub-class within the industrial property category, with MPAC and local municipalities tasked with its implementation. However, the claim that this newly established sub-class will provide stability and predictability raises serious concerns. Instead of genuinely addressing the inequities in the system, it seems to merely provide an unwarranted tax break to the aggregate industry, while shifting the burden onto municipal taxpayers and perpetuating an unjust structure.

The government's approach appears to prioritize the interests of the aggregate sector over the financial realities faced by municipalities and their constituents. MPAC's collaboration with the aggregate sector and the Ministry of Finance (MOF) to gather detailed information on aggregate sites may result in more of the same, rather than meaningful reform. While the government claims this refined data will support future discussions with the Ontario Stone, Sand & Gravel Association (OSSGA) and municipalities, the focus seems skewed toward accommodating industry demands rather than ensuring fairness and accountability for all taxpayers. This direction threatens to undermine any hope of establishing a principled and sustainable approach to aggregate taxation, leaving communities to bear the consequences.

Property Taxation Changes and Concerns for Municipalities

continued from page 2

In light of these changes, TAPMO wishes to voice serious concerns regarding the new tax class ratio established by the Ministry of Finance. Contrary to fostering a revenue-neutral outcome, this adjustment is expected to lead to \$3 million being refunded directly from local taxpayers to the aggregate industry starting in 2025 and beyond. Neither the Ministry nor representatives from the aggregate industry have provided sufficient justification for what seems to be a residential taxpayer-funded subsidy to benefit a for-profit industry. Concerns from both the Ministry of Finance and the aggregate sector highlight that potential cost increases for residential housing stemming from the Assessment Review Board (ARB) ruling have not been adequately assessed or documented. Claims suggesting a mere \$3-4 increase per Ontarian fail to capture the disproportionate impact this assessment framework will have on rural residents, who predominantly host these aggregate operations.

The OSSGA has yet to provide conclusive evidence of the industry's inability to contribute its fair share of taxes. In fact, TAPMO has presented evidence indicating that aggregate producers can meet their tax obligations. For example, Dufferin (CRH) paid \$2 million in royalties to the University of Guelph in 2023, while St. Mary's Cement (CBM Canada) reported total net revenues of \$109,785,000 USD for aggregate products in their 2022 financial statements.

While TAPMO recognizes that tax increases on any property class may be unpopular, we argue that the aggregate industry has long benefited from an inappropriate tax discount. The Divisional Court ruling clarified that MPAC lacked the authority to grant such tax relief. The municipal taxpayers should not have to provide tax relief to the industry as a result of correcting an inappropriate tax benefit that the industry has come to expect. The new property tax class ratio fails to maintain revenue neutrality and threatens to erode trust in Ontario's legal frameworks. Ontarians deserve confidence that these processes are respected and upheld.

TAPMO remains committed to advocating for fair and equitable taxation practices that support both municipal taxpayers and the sustainability of our communities. The future of Ontario's aggregate taxation framework must prioritize transparency, fairness, and the principles of revenue neutrality.

Property Taxation Changes and Concerns for Municipalities - What's Next?

TAPMO is urging members to raise awareness of this issue by requesting your Municipal Council consider supporting the following motion:

Whereas the Ministry of Finance has introduced a one-time \$7 million reduction in education taxes in 2024, a subsidy that will be absorbed by the province through a 95% reduction in education taxes—marking the first such subsidy provided by the province to any industry;

Whereas the Ministry of Finance's plans to introduce a new aggregate property sub-class in 2025, which is set to provide a \$6 million subsidy to the aggregate industry, with \$3 million of that subsidy being transferred back to the municipal (primarily residential) tax base, raises serious concerns about the fairness and equity of the system;

Whereas the claims that the new sub-class will provide tax stability and predictability seem hollow and do not address the systemic inequities in the taxation framework, which continues to shift an undue burden onto municipal taxpayers, particularly those in rural areas who host these aggregate operations;

Whereas there is significant concern that the government's actions prioritize the interests of the aggregate industry over the financial realities faced by municipalities and their residents, and that this shift in burden undermines public trust in the fairness and integrity of Ontario's legal and tax frameworks;

Whereas TAPMO has presented evidence demonstrating that the aggregate industry is financially capable of meeting its tax obligations, including substantial profits and royalty payments made by industry leaders, further undermining the need for these subsidies;

Whereas the municipal taxpayer should not bear the cost of correcting a past error in assessment methodology that unfairly benefited the aggregate industry, and the new property tax class ratio risks further undermining the principle of revenue neutrality and eroding confidence in Ontario's legal and tax systems;

Therefore be it resolved that the Council [INSERT MUNICIPALITY] strongly objects to the undue burden being placed on municipal taxpayers to subsidize the aggregate industry, and calls on the provincial government to:

1. Reevaluate and correct the misguided subsidies being provided to the aggregate sector, and ensure that future tax policies are fair, equitable, and consistent for all taxpayers.
2. Uphold the principles of revenue neutrality in the aggregate tax framework and ensure that any new tax classifications or methodologies do not result in a net loss of revenue for municipalities, especially those that are already facing significant financial challenges.
3. Commit to meaningful reform that ensures fairness and consistency across all sectors of the economy, and actively engages municipalities and taxpayers in a transparent and inclusive process, rather than catering to the demands of the aggregate industry.
4. Take immediate action to correct the existing inequities in the tax framework, ensuring that the burden of this correction is not unjustly shifted to municipal taxpayers, particularly those in rural communities who host these operations.
5. Respect and uphold the integrity of the legal process by honouring the decisions of the Divisional Court and ensuring that all assessment methodologies are transparent, accountable, and based on a fair and balanced approach.

Further be it resolved that the Council [INSERT MUNICIPALITY] supports TAPMO's call for the provincial government to adopt reforms that prioritize the needs and fairness of municipal taxpayers and to ensure that the aggregate sector contributes its fair share to the province's tax base; and

Further be it resolved that this resolution be forwarded to the Minister of Finance, the Minister of Municipal Affairs and Housing, local school boards, AMO, ROMA, Local MPP, all Ontario Municipalities and the Municipal Property Assessment Corporation.



Chair
Mayor James Seeley
 Township of Puslinch



Vice-Chair
Mayor Jennifer Coughlin
 Township of Springwater

Board of Directors



Mayor Dave Barton
 Township of Uxbridge



Mayor Jim Hegadorn
 Loyalist Township



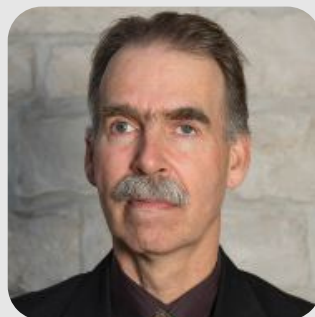
Councillor Tony Brunet
 Town of Lincoln



Mayor Kevin Eccles
 Municipality of West Grey



Deputy Mayor Peter Lavoie
 Township of Oro-Medonte



Councillor Matthew Bulmer
 County of Wellington



Deputy Mayor Katie Grigg
 Township of Zorra

TOWNSHIP OF
Southgate



TOWNSHIP OF
EAST GARAFRAXA



TOWN OF
MONO



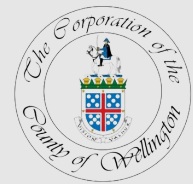
Jump In

CITY OF
Burlington



WOOLWICH
 TOWNSHIP

TOWN OF
ERIN



Township of
Springwater



Town of
Lincoln





October 24, 2024

Sent via email

Minister of Finance Peter Bethlenfalvy
Ministry of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Minister Bethlenfalvy:

Re: Aggregate Assessment

I am writing to raise TAPMO's concerns with the new tax class ratio for aggregate operations that does not maintain a revenue neutral outcome. TAPMO has been informed that the new tax class ratio will result in \$3 million of assessment being refunded to the aggregate industry for 2025 and beyond.

To date, neither the Ministry nor the aggregate industry has provided any justification for this residential taxpayer funded subsidy. The concerns raised by the MOF and the aggregate industry indicate that the potential cost increase for residential housing resulting from the ARB ruling applied across the province has not been thoroughly assessed or documented. Impacts of \$3-4 dollars per Ontarian are not accurate. Most aggregate operations are located in rural municipalities, thus rural residents will be providing this relief on a disproportionate level.

I would draw your attention to the developments in the Town of Erin. Developers are largely paying nearly \$200 million in up-front cost to build a wastewater treatment facility. This cost will be a direct pass through to the cost of the homes serviced by the treatment plant. In comparison, a revenue neutral tax class would be adding less than a quarter dollar to the cost of per tonne of aggregate.

Generally speaking, in Ontario, the provincial framework we strive to achieve is known at the municipal level as "Growth pays for Growth". Taxing aggregate properly brings us as a society closer to achieving that result. The aggregate tax class ratio does not support the revenue neutral tax outcome, nor does it support the principle of "Growth pays for Growth".

The OSSGA has failed to bring definitive evidence of the industry's inability to pay their fair share of taxes. Quite contrary, TAPMO has provided evidence of the ability of producers to pay their fair share. We are referencing the royalties Dufferin paid the University of Guelph (\$2 million in 2023). Further to the point, St. Mary's Cement's (CBM Canada) audited 2022 Financial Statements indicate a total net revenue for aggregate products at a whopping \$109,785,000 USD.

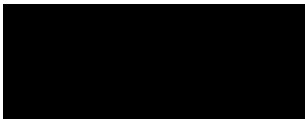
TAPMO recognizes that any increase of taxes on any property class would likely not be welcome. Unfortunately, as recorded in the Divisional Court decision, MPAC did not have the legislative authority to be providing tax relief (page 12 note 55 of the decision) that the industry experienced from 2016 onward. The aggregate industry is accustomed to an inappropriate tax discount. In TAPMO's view, residential taxpayers should not have to provide tax relief to the industry as a result of correcting an inappropriate tax benefit that the industry had come to expect. We respectfully reassert our position that OSSGA has not brought forward evidence to support their claim, other than highlighting the displeasure of paying more taxes. We have also not received evidence from the MOF supporting this relief for 2025 and beyond.

Lastly, we are deeply concerned that the lengthy and expensive legal process undertaken by Wellington County, and the decisions ordered by both the Assessment Review Board and Divisional Court is being undermined. This is particularly concerning given that the ARB decision was upheld. The new property tax class ratio fails to maintain a revenue-neutral tax assessment and undermines the legal process, which incurred significant costs for Wellington County taxpayers. This is extremely disturbing; Ontarians must have confidence in the legal processes in Ontario. Undermining the ARB assessment through a property tax class ratio that does not preserve revenue neutrality erodes that trust.

It is essential that discussions be inclusive and that any future assessment changes involve a fair and balanced approach in consultation with municipal partners, not just the aggregate sector.

TAPMO thanks the Ministry for the opportunity to comment on this very important issue and we look forward to strengthening this relationship.

Yours truly,



James Seeley
Board Chair

Ministry of Rural Affairs

Ministère des Affaires rurales

Office of the Minister

Bureau du ministre

777 Bay, 17th Floor
Toronto, Ontario M7A 2J3
Tel: 647-329-1485

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 647-329-1485



Ontario

January 19, 2025

Ryan Bignucolo
Mayor
Township of Chapleau
mayor@chapleau.ca

Dear His Worship Bignucolo:

It is my pleasure to share our government's new plan to support rural economic development, increase and nurture a rural workforce, and strengthen rural communities.

Enabling Opportunity: Ontario's Rural Economic Development Strategy is designed to help rural communities leverage new economic opportunities and prepare themselves for growth.

The Strategy focuses on three key pillars:

- **Safe and Strong Rural Communities** – Improving local economic development capacity and championing local leadership, supporting the rehabilitation of municipal and community infrastructure, optimizing rural connectivity, and supporting communities in developing plans for housing and transportation to ensure rural communities are places where people want to live, work and play.
- **Business Development and Attraction**- Supporting rural and Indigenous communities and other economic development partners in strengthening and growing rural business, encouraging entrepreneurship and innovation, attracting investment, revitalizing downtowns and diversifying regional economies.
- **Growing the Rural Workforce** – Helping grow local talent, raising awareness of job opportunities available in rural Ontario, supporting workers in obtaining the skills needed to succeed, and attracting and retaining workers so that rural communities and small towns thrive.

We brought together municipal and Indigenous leaders and rural stakeholders to provide input into the development of the new strategy. We held 13 regional roundtables to hear the thoughts, experiences, ideas, and inspiration of those living and working in rural Ontario and received many online submissions through our website.

By listening to rural residents, we created a Strategy that represents their concerns. My thanks go out to all of those who participated in the consultation process and I look forward to continuing these conversations.

.../2

Our government has a vision for thriving rural communities and believes that a strong and dynamic rural Ontario is essential for the success of the province's economy. As a proud resident of rural Ontario, I am confident in saying the future is bright for rural Ontario, especially when we work together

By working together, we can continue to build strong economies and position rural Ontario as a destination of choice for individuals, families, and businesses.

Sincerely,

A handwritten signature in blue ink that reads "Lisa M. Thompson". The signature is written in a cursive, flowing style.

Lisa M. Thompson
Minister of Rural Affairs



Bonjour,

J'ai le plaisir de vous faire part du nouveau plan de notre gouvernement pour favoriser le développement économique des collectivités rurales, accroître et cultiver une main-d'œuvre en milieu rural et renforcer les collectivités rurales.

Meilleures perspectives : Stratégie ontarienne de développement économique des collectivités rurales vise à aider les collectivités rurales à tirer profit de nouvelles possibilités économiques et à se préparer à la croissance.

La stratégie est axée sur trois piliers clés :

- **Des collectivités sécuritaires et fortes** — soutenir les petites villes et les collectivités rurales en abolissant les obstacles au développement économique et en s'assurant que les régions rurales de l'Ontario ont de solides éléments fondamentaux en place pour permettre la réussite des collectivités rurales.
- **Le développement et l'attraction des entreprises** — aider les collectivités rurales et d'autres partenaires du développement économique à renforcer et à faire croître les entreprises rurales, à encourager l'entrepreneuriat et l'innovation, à attirer des investissements, à revitaliser les centres-ville et à diversifier les économies régionales.
- **La croissance de la main-d'œuvre en milieu rural** — faire croître le talent local, accroître la sensibilisation sur les possibilités d'emploi offertes dans l'Ontario rural, aider les travailleurs à obtenir les compétences nécessaires pour réussir et attirer et retenir les travailleurs afin que les collectivités rurales et les petites villes prospèrent.

Nous avons réuni des dirigeants municipaux et autochtones ainsi que des intervenants du milieu rural afin qu'ils fournissent des observations relativement à l'élaboration de la nouvelle stratégie. Nous avons tenu 13 tables rondes régionales pour écouter les réflexions, les expériences, les idées et l'inspiration des personnes qui vivent et travaillent dans les régions rurales ontariennes, en plus d'avoir reçu plusieurs commentaires en ligne par le truchement de notre site Web.

Les gouvernements précédents ont ignoré les besoins des régions rurales de l'Ontario. Leur vue à court terme a laissé ces collectivités se débrouiller seules et a entravé leur capacité de faire croître la main-d'œuvre locale, d'attirer des investissements et d'appuyer les collectivités. Notre gouvernement adopte une approche très différente. En écoutant les résidents des régions rurales, nous avons créé une stratégie qui répond à leurs préoccupations. Je tiens à remercier tous ceux et celles qui ont participé au processus consultatif et j'ai hâte de poursuivre ces conversations.

.../2

Notre gouvernement a une vision pour la prospérité des collectivités rurales et croit qu'un Ontario rural fort et dynamique est essentiel au succès de l'économie de la province. En tant que fière résidente de l'Ontario rural, je n'hésite pas à affirmer que l'avenir est prometteur pour les régions rurales de l'Ontario, en particulier lorsque nous travaillons ensemble.

En travaillant ensemble, nous pouvons continuer à bâtir de solides économies et à positionner l'Ontario rural comme une destination de choix pour les particuliers, les familles et les entreprises.

Veillez recevoir mes plus cordiales salutations.

A handwritten signature in blue ink that reads "Lisa M. Thompson". The signature is fluid and cursive, with the first name "Lisa" being more prominent than the last name "Thompson".

Lisa M. Thompson
La ministre des Affaires rurales,



January 21, 2025

Peterborough - Kawartha MPP Dave Smith;
Honourable Doug Ford, Premier;
Honourable Paul Calandra, Minister of Municipal Affairs and Housing;
Honourable Doug Downey, Attorney General;
Association of Municipalities of Ontario; and
Councils of each of Ontario's municipalities.

Subject: Bill 242, Safer Municipalities Act, 2024

The following resolution, adopted by City Council at its meeting held on January 13, 2025, is forwarded for your consideration.

Whereas:

1. A municipality's parks and open spaces are critical infrastructure that support a strong community, and the public's shared and safe use of the municipality's parks and open spaces is integral to ensuring that support.
2. Ontario's municipalities are struggling to maintain their parks and open spaces for their shared and safe use by the public as a result of the increasing proliferation of encampments and illicit activities related thereto.
3. Municipalities that enforce their standards regulating or prohibiting encampments in their parks and open spaces must have regard to the availability of shelter space for those who need shelter.
4. On January 27, 2023, Justice Valente of the Ontario Superior Court of Justice rendered his judgment in *Waterloo (Regional Municipality) v. Persons Unknown and to be Ascertained* (2023), [2023] O.J. No. 417 (Waterloo Decision) which declared that the municipality's by-law violated section 7 of the *Charter* and was therefore inoperative insofar as it applied to prevent encampment residents from erecting temporary shelters on a site when the number of homeless individuals in the region exceeded the number of accessible shelter beds.
5. The Waterloo Decision's analysis of the adequacy of shelter beds suggests an unworkable and unclear standard that goes beyond the number of shelter

spaces and that includes the requirement to provide shelter spaces that must accommodate illicit drug use and other activities that could put shelter residents, workers and volunteers at risk. The result is that municipalities are impaired in their enforcement of their standards and have lost or are losing control of their parks and open spaces.

6. On December 12, 2024, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, introduced Bill 242, Safer Municipalities Act, 2024. Among its various initiatives, Bill 242 proposes to amend section 2 of the Trespass to Property Act by adding aggravating factors that must be considered in the court's determination of a penalty under that section. However, the key challenge is that a municipality's exercise of its rights at common law and under section 9 of the Trespass to Property Act to remove encampments from the municipality's parks and open spaces remains potentially subject to the unworkable and unclear standard for the adequacy of shelter space suggested by the Waterloo Decision.
7. In these circumstances, municipalities need provincial legislation that clearly defines a workable standard for shelter space for the purposes of a municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces.

Now therefore, be it resolved:

1. That the provincial government be respectfully requested to amend Bill 242 to clearly define a workable standard for shelter space for the purposes of a municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces.
2. That, without limitation, Bill 242 provides that a municipality will have met the standard for shelter space for the purposes of the municipality's jurisdiction to enforce its standards regulating or prohibiting encampments in its parks and open spaces:
 - a) despite the establishment and enforcement of shelter rules including rules that prohibit drug use and other activities that could put shelter residents, workers and volunteers at risk; and
 - b) if an official designated by the municipality is satisfied that the number of available shelter spaces is at least equal to the aggregate of the number of individuals actually seeking shelter and the number of individuals against whom the municipality is planning to enforce its standards regulating or prohibiting encampments in its parks and open spaces.
3. That a copy of this resolution be sent to:

- a) Peterborough - Kawartha MPP Dave Smith;
- b) Honourable Doug Ford, Premier;
- c) Honourable Paul Calandra, Minister of Municipal Affairs and Housing;
- d) Honourable Doug Downey, Attorney General;
- e) Association of Municipalities of Ontario; and to
- f) Councils of each of Ontario's municipalities.

Sincerely,



John Kennedy
City Clerk

cc:
City of Peterborough Council
City of Peterborough Staff

The Corporation of the Municipality of St. Charles
RESOLUTION PAGE



Regular Meeting of Council

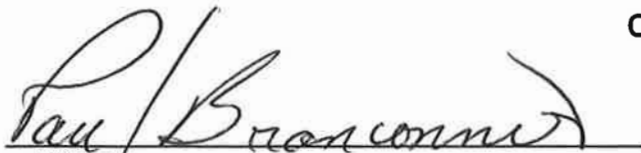
Agenda Number: 8.2.
Resolution Number 2024-424
Title: Resolution Stemming from November 20, 2024 Regular Meeting - Item 8.1 -
Correspondence #9
Date: December 11, 2024

Moved by: Councillor Loftus
Seconded by: Councillor Lachance

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed on October 21, 2024 by the Town of The Blue Mountains, regarding the Establishment of an Ontario Rural Road Safety Program;

AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Premier Doug Ford; the Minister of Transportation, Prabmeet Sarkaria; the Minister of Infrastructure, King Surma; the Minister of Agriculture, Rob Flack; the Minister of Rural Affairs, Lisa Thompson; the Associate Minister of Emergency Preparedness and Response, Trevor Jones; the Minister of Health, Sylvia Jones; Good Roads; and all Ontario Municipalities.

CARRIED


MAYOR

Ministry of Rural Affairs

Ministère des Affaires rurales

Office of the Minister

Bureau du ministre

777 Bay, 17th Floor
Toronto, Ontario M7A 2J3
Tel: 647-329-1485

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 647-329-1485



January 19, 2025

Morag Macpherson
CAO/Clerk
Township of Chapleau
cao@chapleau.ca

Dear Ms. Macpherson:

It is my pleasure to share our government's new plan to support rural economic development, increase and nurture a rural workforce, and strengthen rural communities.

Enabling Opportunity: Ontario's Rural Economic Development Strategy is designed to help rural communities leverage new economic opportunities and prepare themselves for growth.

The Strategy focuses on three key pillars:

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We brought together municipal and Indigenous leaders and rural stakeholders to provide input into the development of the new strategy. We held 13 regional roundtables to hear the thoughts, experiences, ideas, and inspiration of those living and working in rural Ontario and received many online submissions through our website.

By listening to rural residents, we created a Strategy that represents their concerns. My thanks go out to all of those who participated in the consultation process and I look forward to continuing these conversations.

.../2

Our government has a vision for thriving rural communities and believes that a strong and dynamic rural Ontario is essential for the success of the province's economy. As a proud resident of rural Ontario, I am confident in saying the future is bright for rural Ontario, especially when we work together

By working together, we can continue to build strong economies and position rural Ontario as a destination of choice for individuals, families, and businesses.

Sincerely,

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Lisa M. Thompson
Minister of Rural Affairs

Ministry of Rural Affairs

Ministère des Affaires rurales

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Bonjour,

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Meilleures perspectives : Stratégie ontarienne de développement économique des collectivités rurales vise à aider les collectivités rurales à tirer profit de nouvelles possibilités économiques et à se préparer à la croissance.

La stratégie est axée sur trois piliers clés :

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En travaillant ensemble, nous pouvons continuer à bâtir de solides économies et à positionner l'Ontario rural comme une destination de choix pour les particuliers, les familles et les entreprises.

Veillez recevoir mes plus cordiales salutations.

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Lisa M. Thompson
La ministre des Affaires rurales,

CAO

From: Municipal Housing Infrastructure Program (MOI) <MHIP@ontario.ca>
Sent: Friday, January 24, 2025 1:31 PM
To: Municipal Housing Infrastructure Program (MOI)
Cc: Nicky Kunkel; cao.vair@cityssm.on.ca; cao.white@cityssm.on.ca; cao@acwtownship.ca; cao; cao; cao; cao@carlingtownship.ca; cao@centralhuron.com; CAO; cao; cao@collingwood.ca; cao@cornwall.ca; cao@dufferincounty.ca
Subject: Health and Safety Water Stream (HSWS) Overview Webinar – Feb. 5

Hello,

The Ontario Ministry of Infrastructure (MOI) invites you to a joint webinar with the Association of Municipalities of Ontario (AMO) for the launch of the [Health and Safety Water Stream](#) (HSWS), under the Municipal Housing Infrastructure Program (MHIP). This investment of \$175 million will help ensure municipalities and First Nation communities continue to have access to safe drinking water, reliable wastewater services, and are protected during extreme weather events.

This webinar will provide:

- An overview of the HSWS program
- How municipalities can apply
- Interactive Q&A

This webinar will be held on Wednesday, February 5, 2025, at 11:00 AM – 12:00 PM EST. Municipal technical staff engaged in the application preparation - planners, engineers, and finance officers - are encouraged to attend the webinar.

Please use the following link to register for the webinar session: [Webinar Registration - Zoom](#)

For all inquiries, including requests for French translation, please contact the Ministry by emailing MHIP@ontario.ca.

We look forward to your participation.

Thank you.

MHIP Team | L'équipe PIML

Infrastructure Program and Projects Division | Division des programmes et des projets d'infrastructure

Ministry of Infrastructure | Ministère de l'Infrastructure

MHIP@ontario.ca

Taking pride in strengthening Ontario, its places and its people | Fiers de renforcer l'Ontario, ses lieux et sa population