

REGULAR MEETING AGENDA

October 5, 2021 AT 6:00 P.M.

THIS WILL BE AN ELECTRONIC MEETING via ZOOM

Members of the Public must register with the Ryerson Township Clerk's Office prior to the meeting for meeting access.

Members of the Public are not permitted in a Closed meeting.

To Members of the Public: If you have trouble with your connection during the meeting, you may notify the Host by e-mail at: treasurer@ryersontownship.ca

Meeting will be recorded.

1. CALL TO ORDER

- 1.1 Attendance, roll call: in person and electronic, late attendees
- 1.2 Announcement: This meeting is being recorded

2. ADOPTION OF MINUTES

- 2.1 Adoption of minutes from the regular meeting September 21, 2021

3. DECLARATION OF PECUNIARY INTEREST

4. DELEGATION

- 4.1 Madonna Hall: Noise from generator

5. REPORTS

- 5.1 FIRE DEPARTMENT: 2022 draft budget (resolution)
- 5.2 TREASURER: Adoption of the Asset Management Plan (resolution)
- 5.3 DEPUTY CLERK: Emergency Management Compliance report (resolution)
- 5.4 CLERK: COVID-19 Vaccination Policy, Council Vacancy Policy, Signing Officer appointment (resolutions)
- 5.5 COUNCIL MEMBERS:

6. NOTICE OF MOTION (if required)

7. COMMUNICATION ITEMS

- 7.1 Joint Building Committee Minutes
- 7.2 Paul Van Dam: Noise By-law
- 7.3 Arena COVID-19 Policy
- 7.4 Colin Love: Restoration Festival request re: parking (resolution)
- 7.5 Ministry of Municipal Affairs: Vaccination Guidance

8. BY-LAWS

- By-law to adopt the Asset Management Plan
- By-law to adopt a COVID-19 policy
- By-law to adopt a Council Vacancy Policy
- By-law to confirm the meetings of Council (resolution)

9. CLOSED SESSION (if required)

10. IMPORTANT DATES

- October 19, 2021 Regular Meeting 6:00 p.m.
- October 25, 2021 Tri-Council Meeting 7:00 p.m.
- November 2, 2021 Regular Meeting 6:00 p.m.

11. ADJOURNMENT

Resolution to Adjourn

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

September 21, 2021

The regular meeting of Council of the Corporation of the Township of Ryerson was held Tuesday September 21, 2021, at 6:03 p.m. This was a hybrid meeting combining electronic meeting via Zoom, phone and in person due to the COVID-19 Pandemic precautions.

Mayor George Sterling called the meeting to order at 6:03 p.m. There were technical difficulties with participant connections and the meeting started at 6:07. Attendance was announced, and it was noted that the meeting is being recorded.

Mayor Sterling and Councillor Marlow participated from the municipal office.

Council members attending electronically via Zoom: Delynne Patterson, Celia Finley. Penny Brandt attended by phone.

Staff in attendance at the municipal office: Brayden Robinson, Nancy Field, Judy Kosowan.

Guest in attendance via Zoom: Kevin MacLeod.

Public attending by phone or electronically: Nieves Guijarro, Paul Van Dam, Judy Ransome.

Notice of this meeting was posted on the website.

The minutes from the regular meeting September 7, 2021 and special meeting September 15, 2021, were adopted as circulated, on a motion moved by Councillor Brandt and seconded by Councillor Marlow.

There were no declarations of pecuniary interest.

PRESENTATION:

Kevin MacLeod, Executive Director from the Burks Falls Family Health Team attended to provide information regarding the funding request for the renovation project at the Almaguin Highlands Health Centre. A resolution was adopted.

REQUEST FOR PROPOSALS

Council received a staff report regarding the request for proposal for HVAC upgrades and adopted a resolution as noted below.

STAFF REPORTS:

DEPUTY CLERK: Nancy Field provided a staff report regarding a validation certificate application from Victor Priestly 775 Spring Hill Rd. A By-law was adopted.

TREASURER: Brayden Robinson inquired if Council has any questions about the Asset Management Plan (AMP) presented at the special meeting September 15, 2021. It was noted that if there is any further input, to contact him. The intention is to bring the AMP to the October 5, 2021 meeting for adoption.

COUNCIL REPORTS:

Councillor Patterson provided background regarding the resolutions from Almaguin Community Economic Development (ACED) concerning the resolution received from the Municipality of Magnetawan. Council adopted a resolution as noted below.

Councillor Marlow informed Council that she has sold her house and will be providing a letter of resignation effective October 28, 2021.

COMMUNICATION ITEMS:

Joint Building Committee: August 2021 Statistics.

BY-LAWS

- By-law 44-21 for Validation of Title.
- By-law 45-21 to confirm the Meetings of Council.

RESOLUTIONS

Moved by Councillor Brandt, seconded by Councillor Marlow, be it resolved that the minutes from the regular meeting September 7, 2021 and special meeting September 15, 2021 be adopted as circulated.

Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling.
(Carried)

Moved by Councillor Patterson, seconded by Councillor Marlow, WHEREAS Ryerson Township Council has re-considered the request from the Burks Falls Family Health Team for a contribution of \$11,123., one fifth of the estimated cost of repairs in the amount of \$55,615 for renovations required to accommodate an additional physician in the Almaguin Highlands Health Center; NOW THEREFORE BE IT RESOLVED that Ryerson Township Council will contribute \$11,123. to support the renovations and physician retention in our community.

Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling.
(Carried)

Moved by Councillor Finley, seconded by Councillor Patterson be it resolved that Ryerson Township Council accept the proposal under RFP 2021-012 HVAC Upgrades from Tebby Air Conditioning & Heating Ltd. in the amount of \$31,000.00 (plus HST), to be funded by the COVID-19 Resilience Infrastructure Fund.

Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling.
(Carried)

Moved by Councillor Marlow, seconded by Councillor Finley, be it resolved that leave be given to introduce a Bill # 44 -21, being a By-law for the Validation of Title for Part Lot 14, Concession 7, Parts 12 & 13, Plan PSR 1894, and further; That By-Law # 44-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 21st day of September 2021.

Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling.
(Carried)

Moved by Councillor Patterson, seconded by Councillor Marlow, WHEREAS on June 9, 2021, the Municipality of Magnetawan forwarded a resolution to the Administering Municipality advising they were giving one (1) year notice that they were withdrawing from the Almaguin Community Economic Development Agreement; AND WHEREAS the Almaguin Community Economic Development, article 2 states that the Agreement will expire when the CIINO grant for regional economic development expires; AND WHEREAS on June 10 2021 the Municipality of Magnetawan was advised by the Administering Municipality, that based on the present forecast the Almaguin Community Economic Development Agreement will only expire at the end of September 2023; NOW THEREFORE be it resolved that the Council of the Corporation of the Township of Ryerson acknowledges the resolution from the Municipality of Magnetawan, but requests that the Municipality of Magnetawan respect the engagement they made through the Almaguin Community Economic Development Agreement and continue to be part of the Almaguin Community Economic Development Board until the CIINO grant expires.

Recorded vote due to electronic meeting: Yes: Brandt, Marlow, Patterson, Sterling.
No: Finley. (Carried)

Moved by Councillor Finley, seconded by Councillor Marlow Be it resolved that leave be given to introduce a Bill # 45-21, being a By-law to confirm the meetings of Council and further; That By-Law # 45-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 21st day of September 2021. Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling. (Carried)

Moved by Councillor Brandt, seconded by Councillor Finley be it resolved that be it resolved that we do now adjourn at 7:06 p.m. The next regular meeting is scheduled for October 5, 2021 at 6:00 p.m. Recorded vote due to electronic meeting: Yes: Brandt, Finley, Marlow, Patterson, Sterling. (Carried)

MAYOR

CLERK/DEPUTY CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: October 5, 2021

Item # 2.1 on Agenda Moved by Councillor Marlow Seconded by Councillor Finley

Be it resolved that the minutes from the regular meeting September 21, 2021 be adopted as circulated.

Item # 5.1 on Agenda Moved by Councillor Brandt Seconded by Councillor Patterson

Be it resolved that Ryerson Township Council approve the 2021 draft Fire Department budget for submission to the Tri-Council meeting Scheduled for Monday October 25, 2021.

Item # 5.2 on Agenda Moved by Councillor Finley Seconded by Councillor Patterson

Be it resolved that leave be given to introduce a Bill # ____-21, being a By-law to adopt the Asset Management Plan and further; That By-Law # ____-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 5th day of October, 2021.

Item # 5.3 on Agenda Moved by Councillor Brandt Seconded by Councillor Marlow

Be it resolved that Ryerson Township Council confirm that the Township has reached compliance for the 2020 Emergency Management Program.

Item # 5.4 on Agenda Moved by Councillor Patterson Seconded by Councillor Finley

Be it resolved that leave be given to introduce a Bill # ____-21, being a By-law to adopt the COVID-19 Vaccination Policy and further; That By-Law # ____-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 5th day of October, 2021.

Item # 5.4 on Agenda Moved by Councillor Marlow Seconded by Councillor Patterson

Be it resolved that leave be given to introduce a Bill # ____-21, being a By-law to adopt the Council Vacancy Policy and further; That By-Law # ____-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 5th day of October, 2021.

Item # 5.4 on Agenda Moved by Councillor Brandt Seconded by Councillor Finley

Be it resolved that Ryerson Township Council will remove Councillor Marlow as signing officer and that Councillor _____ will be appointed and added as a signing officer, effective on October 28, 2021.

Item # 7.4 on Agenda Moved by Councillor Marlow Seconded by Councillor Patterson

Be it resolved that Ryerson Township Council authorize parking at the Wiseman Corners School Heritage Centre at 112 Midlothian Road for the Restoration Festival on Sunday October 17, 2021 pending:

1. Receipt of proof of additional insurance naming the Township of Ryerson as additional insured
2. Approval from the Burks Falls and District Historical Society.

Item # 8. on Agenda Moved by Councillor Finley Seconded by Councillor Marlow

Be it resolved that leave be given to introduce a Bill # __-21, being a By-law to confirm the meetings of Council and further; That By-Law # __-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 5th day of October, 2021.

Item # 11 on Agenda Moved by Councillor Patterson Seconded by Councillor Brandt

Be it resolved that we do now adjourn at _____. The next regular meeting is scheduled for October 19, 2021 at 6:00 p.m.

TOWNSHIP OF RYERSON

28 MIDLOTHIAN ROAD

R. R. # 1

BURKS FALLS, ONTARIO P0A 1C0

Phone 705 382-3232 Fax 705 382-3286

email: clerk@ryersontownship.ca

DELEGATION REQUEST FORM

NAME: Ms. M Hall

MAILING ADDRESS: madonnahall61@gmail.com

PHONE NUMBER: 705-440-9114

COUNCIL MEETING DATE: October 5th 2021 Time 6pm

PRESENTATION TO BE PROVIDED TO THE CLERK? YES NO

POWERPOINT REQUIRED? YES NO

GENERAL NATURE OF DELEGATION:

- Generator's running all day and all night!

- By-law not showing up - and said it's not her responsibility. !?

- who is By law and who enforces??

- OPP say it is a Township Problem and By-law should be responding.

If more space is required please attach another page.

Communications addressed to Council and its Advisory Committees will become part of the public record and will be placed on a public agenda. Anonymous communications sent to Council or to its Committees will NOT be accepted.

I acknowledge that personal information contained within my communication(s) may become part of the public record and may be made available to the public through the Council/Committee process.

SIGNATURE: Madonna Hall DATE: Monday Sept. 27th 10:30 AM

If you have a digital signature or wish to create one, click on the signature box and follow the instructions. If you do NOT have a digital signature, please print and sign the form.


	A	B	P	R 9 of 39 S	T	U	V	
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2022 DRAFT BUDGET							
3	September 28, 2021							
4	Account #	Description	2019 Actual	2020 Actual	2021 Budget	2021 YTD (08/31)	2022 Draft Budget	Comments
6	OPERATING ACTIVITIES							
7	OPERATING REVENUE							
8	15-321	MVC	11,711	1,940	4,900	-	5,200	3-year average
9	15-321-01	Inspections	555	205	400	315	400	
10	15-321-03	Miscellaneous Revenue	10,411	4,994	100	1,538	1,000	Fines, burn permits
11	15-321-04	Air Station	1,200	1,500	2,250	-	-	Dividing actual invoices 4 ways
13	15-621	Fire Transfer from Reserve	-	-	-	-	-	
14	TOTAL OPERATING REVENUE		23,877	8,639	7,650	1,853	6,600	
15								
16	OPERATING EXPENDITURES							
17	16-202	Vehicle Expense	39,094	18,384	20,100	12,515	20,100	
18	16-203	Equipment/Comm Repair	16,793	12,690	16,900	7,666	12,600	
19	16-204	Utilities	5,453	4,796	6,000	2,790	6,000	
20	16-205	Telephone	6,038	5,740	5,600	3,785	5,600	
21	16-206	Fire Prevention Supplies	914	-	3,000	1,836	3,000	Supplies, fire rate signs, uniforms
23	16-208	Training	35,463	23,238	37,050	4,141	45,595	
25	16-209	WSIB	7,036	4,794	7,900	3,675	8,300	
26	16-210	Response Wages	57,545	54,804	57,600	-	58,800	
27	16-211	Wages & Empl Related Costs	166,413	117,910	174,500	110,824	184,200	
28	16-212	Insurance	20,887	22,257	24,800	23,851	26,400	
29	16-213	Building Repair/Maintenance	2,237	1,683	4,000	2,481	20,825	
30	16-214	Office Expense	3,017	3,110	3,500	1,901	3,500	
34	16-215	Air Station Fill and Maintenance	1,547	1,936	3,000	447	750	
35	16-216	PPE	-	3,438	1,500	986	1,500	Gloves, masks, gowns, wipes
36	16-217	New Equipment/Gear	12,616	34,732	49,660	45,703	31,500	Portable radios, bunker gear, helmets, boots, station wear
37	16-218	Miscellaneous	2,624	422	1,000	116	1,000	

	A	B	P	S	T	U	V	
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2022 DRAFT BUDGET							
3	September 28, 2021							
4	Account #	Description	2019 Actual	2020 Actual	2021 Budget	2021 YTD (08/31)	2022 Draft Budget	Comments
38	16-219	Snow Removal	2,005	1,650	2,200	949	2,100	
39	16-222	Recharge Fire Extinguishers	333	178	500	614	500	
40	16-223	Radio License	1,522	1,420	1,450	1,514	1,600	Forecasted inflationary increase
41	16-224	Answering Service	1,261	1,261	1,300	-	1,300	
42	16-225	Legal	-	-	500	-	-	
43	16-226	Office Space Rental	3,242	3,242	3,242	2,161	3,242	
44	16-229	Audit/Accounting	2,528	2,534	2,600	(702)	2,600	Audit fees \$2,200 per contract + \$400 for external accounting
45	16-247	Smoke/CO Alarms	237	-	-	26	500	
46	16-248	Defib/Medical Supplies	-	-	500	444	500	
47		TOTAL OPERATING EXPENDITURES	388,805	320,219	428,402	227,721	442,012	
48								
49		NET OPERATING EXPENDITURES	364,928	311,580	420,752	225,868	435,412	
50								
51								
52	CAPITAL TRANSACTIONS							
53		CAPITAL REVENUE						
54	15-321-02	Donations (typically received for fire capital assets)	100	40	100	50	100	
56	15-328	Loan Proceeds	-	-	-	-	-	
58	15-621	Transfer from Fire Committee Reserve	24,470	7,500	-	-	-	
59		TOTAL CAPITAL REVENUE	24,570	7,540	100	50	100	
60								
61		CAPITAL EXPENDITURES						
62	16-221	Capital Purchase	24,470	9,830	12,000	-	705,000	Mini-pumper \$350,000; SCBA \$155,000; pickup \$70,000; burn building \$85,000; gear rack \$20,000; carport \$25,000
65	16-228	Fire Committee Reserve Expense	2,500	-	-	-	-	
67		Debt Repayment						
68	16-212-1	Tanker Loan - interest	7,526	6,811	6,076	2,960	5,318	

	A	B	P	T	U	V		
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2022 DRAFT BUDGET							
3	September 28, 2021							
4	Account #	Description	2019 Actual	2020 Actual	2021 Budget	2021 YTD (08/31)	2022 Draft Budget	Comments
69	16-212-2	Tanker Loan - principal	23,561	24,266	24,992	28,107	25,740	
70								
71		TOTAL CAPITAL EXPENDITURES	58,057	40,907	43,068	31,067	736,058	
72								
73		NET CAPITAL EXPENDITURES	33,487	33,367	42,968	31,017	735,958	
74								
75		NET EXPENDITURES	398,415	344,947	463,720	256,885	1,171,370	
76								
77		MUNICIPAL CONTRIBUTIONS						
78	15-621 A	Armour (47.84%)	190,602	165,023	221,844	122,894	560,383	
79	15-621 B	Burk's Falls (28.6%)	113,947	98,655	132,624	73,469	335,012	
80		Ryerson (23.56%)	93,867	81,270	109,252	60,522	275,975	
81			398,415	344,947	463,720	256,885	1,171,370	

BREAKDOWN OF DRAFT 2022 FIRE BUDGET				
2021-09-28				
Account #	Heading	Item Description	Cost	Total
16-202	Vehicle Expense	Safety Inspection	\$2,800	
		Undercoating	\$1,500	
		Fuel	\$8,600	
		Aerial Test	\$1,700	
		ATV Tracks on & Tires Off	\$1,500	
		Miscellaneous (batteries, tires, lights, etc)	\$4,000	
				\$20,100
16-203	Equip/Comm Repair	Pump test	\$1,250	
		Bunker gear cleaning	\$5,500	
		Annual flow testing	\$1,550	
		Annual Fit testing	\$1,000	
		Maintenance on comm tower	\$300	
		Miscellaneous (radio batteries, etc)	\$3,000	
				\$12,600
16-208	Training			
		Officer training	\$3,350	
		Recruit training	\$2,400	
		Training props/smoke machine	\$2,000	
		O AFC yearly registration/NEFEC (Chief, Deputy Chief, FPO, 1 firefighter)	\$4,000	
		Option for firefighters to attend RTC	\$8,000	
		Regular training night wages = 50 nights, 2.5 hours, 12 FFs @ \$17.23/hr	\$25,845	
				\$45,595
16-210	Response Wages	Honorariums (1 Deputy Chief @ \$1000; 3 Captains @ \$1500; 1 Chief Radio Operator @ \$1500; 3 acting captains @ \$500)	\$8,500	
		Call Wages (based on 2017-2019 average)	\$50,300	
				\$58,800
16-213	Building Maintenance	Cleaning supplies	\$500	
		Contracted cleaning services	\$1,825	
		Upstairs flooring replacement	\$6,000	
		Painting of building	\$10,000	
		Unanticipated building repairs	\$2,500	
				\$20,825
16-214	Office Expense	Office cleaning	\$2,000	
		Copier contract	\$1,000	

		Supplies including FPO	\$500	
				\$3,500
16-215	Air Station Fill & Maint	Service contract on new air station (1/4 share)	\$750	
				\$750
16-217	New Equipment/Gear	Coveralls	\$2,500	
		Boots- 5 pairs	\$2,500	
		Portable radios- 7	\$9,800	
		Bunker gear- 2 sets	\$4,000	
		Hats, t-shirts, and station wear	\$3,500	
		Altair 4 gas detector/bump station	\$6,800	
		Hose- 4 lengths 45mm, 4 lengths 65mm	\$2,400	
				\$31,500
16-221	Capital Purchases	Seacan/Carport	\$25,000	
		Gear rack	\$20,000	
		3/4 tonne pickup for FD (FPO to get 210)	\$70,000	
		Mini-pumper	\$350,000	
		SCBA	\$155,000	
		Share of burn building	\$85,000	
				\$705,000

	<h2>Staff Report</h2>
To:	Council
From:	Deputy Clerk, Nancy Field
Date of Meeting:	October 5, 2021
Report Title:	Emergency Management Compliance 2020
Report Date:	September 29, 2021

Recommendation: Be it resolved that The Township of Ryerson Council confirm that the Township has reached compliance for the 2020 Emergency Management Program.

Purpose/Background: The Community Emergency Management Coordinator (CEMC) and alternates have endeavoured to ensure that the Township of Ryerson is compliant with the Emergency Management and Civil Protection Act (EMCPA) for the year 2020. Despite the Covid-19 Pandemic the CEMC and alternates have worked with the Emergency Management Program Committee and the Mayors to strive to provide services and information for the safety and well-being of its residents.

In November the Municipalities of Ryerson and Burk's Falls held a joint Emergency Management Session. This was a socially distanced meeting which included a review of the respective Emergency Management Programs/Plans, including the Hazard Identification and Risk Assessment (HIRA). A table-top exercise was not recommended in 2020.

Emergency Management Ontario (EMO) has reviewed the documentation submission compiled by our Community Emergency Management Coordinator (CEMC), Greg Rutledge, and it has been determined that our Municipality is compliant With the Emergency Management and Civil Protections Act (EMCPA)

Next Steps: We are planning a 2021 Joint Tabletop Exercise with Burk's Falls and Armour Township which will be held at the Burk's Falls Arena on November 18th, 2021, This will be for the Municipal Emergency Control Group (MECG) and the support group members of the MECG.

Appendix/Related Documents: Ministry of the Solicitor General, Office of the Fire Marshall Letter

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



March 30, 2021

Your Worship George Sterling
Township of Ryerson
R.R. #1, 28 Midlothian Rd
Burk's Falls, ON P0A1C0

Dear Reeve:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

Emergency Management Ontario (EMO) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and have determined that your municipality was compliant with the EMCPA in 2020.

The safety of all our citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. We congratulate you on your municipality's efforts in achieving compliance in 2020. I look forward to continuing to work with you to support your continued compliance on an ongoing basis.


If you have any questions or concerns about this letter, please contact our Emergency Management Field Officer assigned to your Sector; their contact information is below.

Name: JohnStothers
Email: John.Stothers@ontario.ca
Phone: 705-774-4185

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management

cc: Greg Rutledge - CEMC
John Stothers - Field Officer - Lakes Sector

	<h2>Staff Report</h2>
To:	Ryerson Township Council
From:	Judy Kosowan CAO/Clerk/Deputy Treasurer
Date of Meeting:	October 5, 2021
Report Title:	COVID-19 Vaccination Policy
Report Date:	September 21, 2021

Recommendation:

Be it resolved that leave be given to introduce a Bill # -21, being a By-law to establish a Municipal Vaccination Policy, and further; That By-Law # _-21 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 5th day of October 2021.

Purpose/Background:

As you know, the new vaccination certificate program was implemented in Ontario on September 22, 2021.

Throughout the COVID-19 Pandemic we have established policies following the Ontario Public Health and our North Bay Parry Sound District Health Unit's guidelines.

The province is still under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 and the Step 3 regulation: O. Reg. 364/20 Rules for Areas at Step 3 and at the Roadmap Exit Step, which was effective as of July 16, 2021.

As of September 22, 2021, the above is amended by O. Reg. 645/21, s. 1. The businesses that are mandated to comply with this regulation are specifically outlined and exclude municipalities, however Dr. Jim Chirico, Medical Officer of Health is strongly encouraging that every workplace develop and implement such a policy.

Employers have an obligation to maintain a safe work environment for their workers. To help reduce the risk of COVID-19 transmission, all employers should have a workplace vaccination policy. This is an important measure employers can implement to protect both their workers and the public.

Attachment:
COVID-19 Vaccination Policy



CORPORATION OF THE TOWNSHIP OF RYERSON COVID-19 VACCINATION POLICY

On March 11, 2020, the World Health Organization declared COVID-19 a pandemic. The first case in the North Bay Parry Sound District Health Unit region was reported on March 26, 2020. As the pandemic evolves, variants of the virus have circulated globally as well as locally in Ontario and in the Nipissing and Parry Sound Districts. Some variants, such as the delta variant, have proven to be more easily transmissible and/or cause more severe illness than the original strain. They have required more robust public health measures, including high vaccination rates.

COVID-19 vaccines, in combination with public health measures, are effective in reducing disease spread and severe outcomes. Recent data has shown that only a small proportion of fully vaccinated people have become infected with COVID-19, compared to unvaccinated individuals.

1. PURPOSE

The purpose of this policy is to outline the workplace expectations with regards to COVID-19 immunization.

This policy is a temporary measure to reduce the risks of the hazards of COVID-19 and may be amended as new public health directives and/or provincial or federal government legislation, regulations and/or orders are formalized. Any such directives, legislation, regulations, or orders shall take precedence until such time as this policy may be amended to conform to the new requirements.

This policy applies to all of Ryerson Township employees, staff, contractors, volunteers, and students. It also includes members of Council (collectively 'workers').

2. LEGISLATIVE FRAMEWORK

This policy is aligned with the employer's general duty under the *Occupational Health and Safety Act* to take every reasonable precaution to protect its workers (broadly defined) and the responsibility to assess the workplace for risks, including that of COVID-19 transmission.

This policy is applied in accordance with the *Ontario Human Rights Code*, *Occupational Health and Safety Act* and any other applicable legislation and/or collective agreement.

Information collected under this policy and procedure is in compliance with relevant legislation including but not limited to the *Personal Health Information Protection Act* and the *Ontario Human Rights Code*.

3. POLICY

As the health and safety of our workers is a top priority, we are committed to taking all reasonable precautions to protect the health and safety of workers during the COVID-19 pandemic. Vaccination is an effective way to protect oneself and one's co-workers from COVID-19.

Contingent upon vaccine availability and unless medically contraindicated, it is expected that all workers are fully vaccinated against COVID-19 (i.e., against infections caused by SARS-CoV-2) regardless of how often or how much time is spent in their respective workplace.

Any member of the public entering a council meeting is subject to the provincial passport requirements.

All workers will be required to provide one of the following by November 5, 2021:

1. Proof of COVID-19 vaccine administration as per the following requirements:
 - a. If the individual has only received the first dose of a two-dose COVID-19 vaccination series approved by Health Canada, proof that the first dose was administered and by December 31, 2021, proof of administration of the second dose; or
 - b. Proof of receiving the full series of a vaccine or a combination of vaccines approved by Health Canada.
2. Written proof of a medical reason, provided by either a licensed doctor or nurse practitioner that states:
 - a. the person cannot be vaccinated against COVID-19 – It does not need to include the reason for the exemption; **and**
 - b. the effective time period for the medical reason (i.e., permanent or time-limited).
3. Proof that the individual has completed a vaccination education course, with a signed declaration stating that they have reviewed and understood the content. The vaccination education course should include information on:
 - a. How the COVID-19 vaccines work
 - b. Vaccine safety related to the development of the COVID-19 vaccines
 - c. The benefits of vaccination against COVID-19
 - d. Risks of not being vaccinated against COVID-19
 - e. Possible side effects of COVID-19 vaccination

Vaccination education courses that have been approved by this workplace include those found at the following web page: <https://www.ontario.ca/page/covid-19-vaccination-policy-implementation-guidelines-issued-ministry-children-community-and#section-8>.

4. POLICY IMPLICATIONS

Commencing November 5, 2021 any worker who has not provided proof of receiving the full series of a vaccine per Section 3(1)(b) as above may be subject to additional requirements such as COVID-19 testing, personal and public health protective measures, work exclusion/leave of absence, worker relocation, work from home, remote attendance at meetings, and/or modified work hours, based on assessment by

the employer of factors including for example, the work/role of the individual, the type of workplace, local epidemiology, etc., and in consideration of the duty to accommodate as applicable. The specific nature of the additional requirements will be at the sole discretion of Judy Kosowan, CAO/Clerk/Deputy Treasurer. These workers will be required to mask and maintain social distancing in all areas of the workplace.

In addition to the existing protocols in place, Rapid Antigen Tests (RATs) will be made available to workers who elect not to provide proof of COVID-19 vaccinations per Section 3(1) above. At a minimum of two (2) times per week, a negative test shall be submitted prior to commencing work. The testing days will be dependent on the worker's specific schedule. Test results are to be dropped off at the Township Office or the Township Office lock box prior to starting a shift.

RATs are for asymptomatic workers only. In the event of a positive RATs test result, the individual shall self-isolate and arrange to be tested at an Assessment Centre.

Symptomatic workers should not use RATs and shall self-isolate and arrange to be tested at an Assessment Centre. Workers should not be at work if symptomatic.

Staff members, as required, shall be trained to perform RATs. To be considered trained, staff must complete any necessary seminars, training videos, and/or certification programs as required by the Ontario Ministry of Health.

Workers who fail to provide a Rapid Antigen Test shall not be at work and shall be considered on an unpaid leave of absence indefinitely until a negative RAT is provided.

5. PROTECTION OF PERSONAL INFORMATION


Information about a worker's vaccination information shall be protected in accordance with applicable privacy legislation. A copy of proof of vaccinations shall be provided to the Township Office by November 5, 2021. Personal health/vaccination information shall be kept in a secure manner and only used when required.

Knowledge of workers' vaccination status is important for the employer to take appropriate actions quickly, in the event of COVID-19 cases in the workplace, to protect employees, their families, customers/patrons and the general public. This may include sharing that information with public health officials.

6. CONTACT INFORMATION

Workers should contact Judy Kosowan, CAO/Clerk/Deputy Treasurer should they have questions about the policy, to request accommodation, or for more information about how to comply with the policy.

Worker vaccination information shall be provided to Judy Kosowan, CAO/Clerk/Deputy Treasurer.

	<h2>Staff Report</h2>
To:	Ryerson Township Council
From:	Judy Kosowan CAO/Clerk/Deputy Treasurer
Date of Meeting:	October 5, 2021
Report Title:	Council Vacancy
Report Date:	September 27, 2021

Recommendation:

Council will consider options available for filling a vacant seat on Council.

Be it resolved that Ryerson Township Council direct Staff to proceed with Option _____, as the process for filling a vacant seat on Council.

Purpose/Background:

Councillor Barbara Marlow has indicated that she will be resigning from Council effective October 28, 2021.

The Municipal Act states the legislated requirements for filling a vacancy on Council. Excerpts from the Municipal Act and Municipal Elections Act attached below.

Council may appoint a qualified individual who has consented to accept the office if appointed or call a by-election.

Option 1: Ask qualified candidates from the most recent election who were not elected to be on Council at that time, if they would be interested in filling the current vacancy;

Option 2: Advertise for any qualified individual who may be interested in being on being on Council to submit a Council Vacancy Application;

Option 3: Require a by-election to be held to fill the vacancy.

Option 4: Other suggested method.

Financial Considerations: If Council opted for Option 3, additional funds would have to be authorized to cover the costs of an election. For your information the cost of the 2018 election was \$8,799.26. For Option 1 or 2 costs would consist of staff time and advertising.

Legislative Authority:

Municipal Act: Vacant seat

259 (1) The office of a member of council of a municipality becomes vacant if the member,

(d) resigns from his or her office and the resignation is effective under section 260.

Resignation as member

260 (1) A member of council of a municipality may resign from office by notice in writing filed with the clerk of the municipality. 2001, c. 25, s. 260 (1).

Declaration

262 (1) If the office of a member of a council becomes vacant under section 259, the council shall at its next meeting declare the office to be vacant, except if a vacancy occurs as a result of the death of a member, the declaration may be made at either of its next two meetings. 2001, c. 25, s. 262 (1).

Filling vacancies

263 (1) If a vacancy occurs in the office of a member of council, the municipality shall, subject to this section,

(a) fill the vacancy by appointing a person who has consented to accept the office if appointed; or

(b) require a by-election to be held to fill the vacancy in accordance with the *Municipal Elections Act, 1996*. 2001, c. 25, s. 263 (1).

Rules applying to filling vacancies

(5) The following rules apply to filling vacancies:

1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under section 262, the municipality shall,

i. appoint a person to fill the vacancy under subsection (1) or (4), or

ii. pass a by-law requiring a by-election be held to fill the vacancy under subsection (1).

2. Despite paragraph 1, if a court declares an office to be vacant, the council shall act under subsection (1) or (4) within 60 days after the day the court makes its declaration.
3. Despite subsections (1) to (4), if a vacancy occurs within 90 days before voting day of a regular election, the municipality is not required to fill the vacancy. 2001, c. 25, s. 263 (5).

Term

264 A person appointed or elected to fill a vacancy under section 263 shall hold office for the remainder of the term of the person he or she replaced. 2001, c. 25, s. 264.

Eligibility, local municipality

256 Every person is qualified to be elected or to hold office as a member of a council of a local municipality,

- (a) who is entitled to be an elector in the local municipality under section 17 of the *Municipal Elections Act, 1996*; and
- (b) who is not disqualified by this or any other Act from holding the office. 2001, c. 25, s. 256.

Section 17 (2) of the Municipal Elections Act: Qualifications

(2) A person is entitled to be an elector at an election held in a local municipality if, on voting day, he or she,

- (a) resides in the local municipality or is the owner or tenant of land there, or the spouse of such owner or tenant;
- (b) is a Canadian citizen;
- (c) is at least 18 years old; and
- (d) is not prohibited from voting under subsection (3) or otherwise by law. 2002, c. 17, Sched. D, s. 5 (2); 2005, c. 5, s. 46 (1).

Persons prohibited from voting

(3) The following are prohibited from voting:

1. A person who is serving a sentence of imprisonment in a penal or correctional institution.
2. A corporation.
3. A person acting as executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44.

4. A person who was convicted of the corrupt practice described in subsection 90 (3) if voting day in the current election is less than five years after voting day in the election in respect of which he or she was convicted. 1996, c. 32, Sched., s. 17 (3); 2006, c. 9, Sched. H, s. 4.

Status as tenant

(4) Despite the definitions of “owner or tenant” and “tenant” in subsection 1 (1), a regulation may specify circumstances in which a person is, and is not, considered to be a tenant for the purposes of clause (2) (a). 2016, c. 15, s. 13.

Vacant seat

259 (1) (d) states:

The office of a member of council of a municipality becomes vacant if the member,

- (d) resigns from his or her office and the resignation is effective under section 260.

Resignation as member

260 (1) A member of council of a municipality may resign from office by notice in writing filed with the clerk of the municipality. 2001, c. 25, s. 260 (1).

Declaration

262 (1) If the office of a member of a council becomes vacant under section 259, the council shall at its next meeting declare the office to be vacant, except if a vacancy occurs as a result of the death of a member, the declaration may be made at either of its next two meetings. 2001, c. 25, s. 262 (1).

Filling vacancies

263 (1) If a vacancy occurs in the office of a member of council, the municipality shall, subject to this section,

- (a) fill the vacancy by appointing a person who has consented to accept the office if appointed; or
- (b) require a by-election to be held to fill the vacancy in accordance with the *Municipal Elections Act, 1996*. 2001, c. 25, s. 263 (1).

Rules applying to filling vacancies

(5) The following rules apply to filling vacancies:

1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under section 262, the municipality shall,

- i. appoint a person to fill the vacancy under subsection (1) or (4), or
 - ii. pass a by-law requiring a by-election be held to fill the vacancy under subsection (1).
2. Despite paragraph 1, if a court declares an office to be vacant, the council shall act under subsection (1) or (4) within 60 days after the day the court makes its declaration.
3. Despite subsections (1) to (4), if a vacancy occurs within 90 days before voting day of a regular election, the municipality is not required to fill the vacancy. 2001, c. 25, s. 263 (5).

Attachment:

- Council Vacancy Policy



CORPORATION OF THE TOWNSHIP OF RYERSON

Appointment Procedure for Filling Vacancy on Council

1. Purpose

- 1.1 The purpose of this policy is to provide for an accountable and transparent procedure for appointing an individual to fill a vacancy on Council.

2. General

- 2.1 The Clerk, or designate, shall be responsible for interpreting and, where appropriate, facilitating the appointment application process. The Clerk has the authority to make minor technical amendments to this procedure as may be required from time to time.
- 2.2 Council is required to declare the seat vacant in accordance with the Municipal Act
- 2.3 Any individual filling the vacancy must be an Eligible Elector under the *Municipal Elections Act*.

3. Appointment of qualified candidate(s) from the most recent election

- 3.1 Council directs the Clerk to contact the individual(s) to ask if they are interested and if they would consent to accepting the office if appointed.
- 3.2 Individual(s) to submit a Council Vacancy Application.
- 3.3 Individual(s) to submit a Declaration of Qualification.
- 3.4 If multiple applications are received, the council meeting and voting processes noted below would be followed.
- 3.5 Council would adopt a by-law appointing the individual.

4. Call for Nominations from interested, qualified Individuals

4.1 Notice of Vacancy

- i) The Clerk shall post a Council Vacancy Notice on the Township of Ryerson website, Face Book and in the Almaguin News for two consecutive weeks following Council's decision to fill a vacancy by appointment. The notice shall include Council's intention to appoint a qualified individual to fill the vacancy and the process to be followed. Communication using other methods may also be used where appropriate.



4.2 Application

- i) Any individual wishing to be considered for appointment to fill the Council vacancy will complete and sign the Council Vacancy Application form and a Council Vacancy Declaration of Qualification form supplied by the Clerk. The forms will be submitted to the Clerk in person by the date and time established by the Clerk.
- ii) Individuals filing the above forms will be required to provide identification showing their name and a qualifying address to the satisfaction of the Clerk.
- iii) Applications will be reviewed for completeness when filed and will be certified by a date and time set by the Clerk.
- iv) An unofficial list of individuals who have submitted application forms will be prepared and updated as soon as practical after receipt of the required forms. The list will be posted on the Township's website.
- v) The Clerk will create a list of all applicants, hereinafter referred to as candidates.
- vi) An official list of candidates shall be posted as specified in Section iv) once applications have been certified and the application deadline period has expired.
- vii) A candidate may withdraw their nomination by filing a written withdrawal on the prescribed form in the Clerk's Office on a date and time set by the Clerk. The candidate shall appear in person with identification in order to withdraw the nomination.
- viii) Candidates may also submit a personal statement of qualification for consideration of Council. Personal statements will be typewritten in a 12-point (or greater) font on letter size (8 1/2" x 11") paper, shall not exceed one page in length and will include the applicant's name and address. Statements that do not meet these requirements will not be included in any Council meeting agenda or be provided to Council by the Clerk. The Clerk's office will advise candidates of the deadline for the submission of personal statements.
- ix) It is the candidate's sole responsibility to meet any deadline or otherwise comply with any requirements of this procedure.

4.3 Council Meeting

- i) The list of candidates will be considered at an open Council meeting. The meeting may be a regular Council meeting, or a special Council meeting called for that purpose.
- ii) Copies of all application documents will be included with the agenda package for the meeting and will be made available as part of the public agenda.
- iii) As we are currently under meeting restrictions due to the COVID-19 Pandemic Applicants will attend virtually by an electronic platform such as Zoom or by phone.
- iv) Candidates will be invited to address Council for no more than five minutes each.



- v) The order of speaking will be determined by lot, where the first drawn will be afforded the opportunity to speak first and so on.
- vi) The Clerk shall place the names of all nominees in a container and randomly draw the names. Note: Candidates will be timed.
- vii) Each candidate will be placed in the electronic waiting room until it is their time to answer the questions posed by Council
- viii) Each member of Council will be permitted to pose a maximum of two questions to each candidate.
- ix) Candidates will have two (2) minutes to answer each question
- x) Once a candidate has answered the questions they may remain in the meeting or may leave the meeting.

4.4 Voting

Upon hearing all candidate submissions, Council will proceed to vote as follows:

- i) Members of Council will vote by way of public vote.
- ii) Candidate names shall be read in alphabetical order, by the Clerk.
- iii) Members of Council shall vote for one candidate only.
- iv) The Clerk shall call upon the members of Council in random order.
- v) Members of Council shall verbally cast their vote during a virtual meeting.
- vi) The Clerk shall tabulate the results
- vii) If the candidate receiving the greatest number of votes cast does not receive more than one-half the votes of all voting members of Council, the candidate or candidates who received the fewest number of votes shall be excluded from further consideration. The vote will be taken again by the Clerk and, if necessary, more than once, excluding in each successive vote the candidate or candidates who receive the fewest number of votes. This process shall be repeated until the nominee receiving the greatest number of votes has also received more than one-half of the votes of the voting members of Council.
- viii) Where the votes cast are equal for all the candidates and if:
 - 1. There are three or more candidate remaining, the Clerk shall by lot select one such nominee to be excluded from the subsequent voting;
 - 2. Only two candidates remain, the tie shall be broken by selecting a candidate by lot, as conducted by the Clerk
- ix) Upon conclusion of the voting, the Clerk will note the candidate receiving the votes of more than one-half of the number of the voting members of Council or the candidate selected through section (4.4)(viii)2.
- x) Upon conclusion of the voting, the Clerk will declare to be elected, the candidate receiving the votes of more than one-half of the number of voting Council members, or as provided in the event of a tie.



28 Midlothian Road, R.R. No. 1. BURK'S FALLS, ONTARIO P0A 1C0
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xi) A by-law confirming the appointment shall be enacted by Council to appoint the successful candidate to the office for the remainder of the term and the Clerk will administer the Oath of Office to the successful candidate at a meeting time and date to be determined.

Attachments:

- Council Vacancy Application Form
- Council Vacancy Declaration of Qualifications



COUNCIL VACANCY APPLICATION FORM

DECLARATION OF QUALIFICATION

I, _____, an applicant mentioned in this application form, declare that I am presently legally qualified, or would be presently legally qualified if I were not a member of the Legislative Assembly of Ontario or the Senate or House of Commons of Canada, to be appointed and to hold the office to which I have applied for appointment and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath.

DECLARED before me at the Township of Ryerson, in the District of Parry Sound,

this _____ day of _____, 20_____.

Signature of Applicant

Signature of Clerk or Commissioner

Received By

Date


CERTIFICATE

I, the undersigned Clerk of this municipality, do hereby certify that I have examined the application form of the aforesaid applicant filed with me and am satisfied that the nominee is qualified for appointment to municipal office.

Signature of Clerk or Designate

Date Certified.

Personal Information collected on this form is pursuant to the *Municipal Act* and is collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of determining a nominee's eligibility for appointment to municipal office. This application form will be attached to a Special Council Appointment Meeting agenda and posted on the Township website. Questions can be directed to the Clerk.

	<h2>Staff Report</h2>
To:	Ryerson Township Council
From:	Judy Kosowan, CAO/Clerk/Deputy Treasurer
Date of Meeting:	October 5, 2021
Report Title:	Signing Officers
Report Date:	September 22, 2021

Recommendation:

Be it resolved that Ryerson Township Council will remove Councillor Marlow as signing officer and that Councillor _____ will be appointed and added as a signing officer, effective on October 28, 2021.

Purpose/Background:

At the last meeting, Councillor Marlow indicated that she would be resigning from Council effective October 28, 2021.

It is appropriate for Council to name a replacement signing officer now, as a by-law will need to be adopted at the next meeting and the financial institution notified of the change. The Credit Union requires time to prepare the necessary documents, and attendance in person is required for signing purposes.

For your information, two members of Council, including the Mayor, are designated as signing officers. They are required to be present in the office for signing various documents, in both paper and digital format. The person needs to be available to attend in the office weekly or bi-weekly and may be called in to sign on short notice if something unforeseen arises.

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JOINT BUILDING COMMITTEE MEETING
Minutes
Thursday, September 16, 2021 at 6:00 p.m.
Township of Strong Office

Due to physical distancing requirements, limited members of the public are permitted to attend Committee meetings in person at this time, you must pre-register with the Secretary. The Zoom Link to attend the virtual meeting is available on the website at <https://calendar.strongtownship.com/meetings>

Present: Sundridge – Barb Belrose (in person)
Ryerson – Penny Brandt (in person)
Joly – Budd Brown (in person)
Strong – Absent
South River – Doug Sewell (in person)
Burk's Falls – Rex Smith (in person)
Machar – Absent

Absent: CBO: Brian Dumas with notice, Machar – Bart Wood (emergency fire call),
Strong - Jason Cottrell without notice

Staff Present: Secretary: Kim Dunnett

Guests: None

1. Call to Order:

The Joint Building Committee meeting was called to order at 6:03 p.m. by the Chair Doug Sewell.

2. Declaration of Pecuniary Interest: No pecuniary interest was declared

3. Approval of Agenda:

Resolution # 2021-019

Moved by: Barb Belrose

Seconded by: Penny Brandt

Be it resolved that this committee does hereby approve the Agenda of the regular meeting for September 16, 2021, as presented.

Carried

4. Delegation: None

5. Adoption of Minutes:

Resolution # 2021-020

Moved by: Budd Brown

Seconded by: Barb Belrose

Be it resolved that this committee does hereby adopt the minutes of the regular meeting of March 18, 2021, as circulated.

Carried

6. Approval of Financials:

Resolution # 2021-021

Moved by: Penny Brandt

Seconded by: Barb Belrose

Be it resolved that this committee does hereby approve the following expenses of;

- March 2021 \$19,383.14
- April 2021 \$28,303.19

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JOINT BUILDING COMMITTEE MEETING

Minutes

Thursday, September 16, 2021 at 6:00 p.m.
Township of Strong Office

- May 2021 \$14,987.16
- June 2021 \$26,182.55
- July 2021 \$14,714.15
- August 2021 \$18,132.32

and accepts the Financial Reports for March, April, May, June, July & August 2021. **Carried**

Financial Report: The Secretary updated the members on the current bank account balance. The Secretary asked the JBC Members if they would be interested investing a portion of the money from the main bank account. A 27-month term at 1.8% was given as an example, the members would like a shorter term with rates, as well penalty amount in case the investment needs to be withdrawn prior to maturity.

7. Tiny Homes – Penny Brandt: Councillor Brandt thanked CBO for his recent report that was submitted to JBC Members, however some of the Township of Ryerson's Council Members did take exception to closing section of the report. Councillor Brandt commented that tiny homes do not necessarily have to be on wheels, they are smaller more affordable homes. She asked that the members and the Building Department to be open to these types of dwellings in the municipalities, as they are a more affordable option. Councillor Brandt went on to give reasons and benefits that tiny homes/affordable housing can bring to the municipalities.

8. CBO Report: No report

9. Correspondence: The Committee Members reviewed the correspondence and the Secretary advised that the budget was accepted by a majority of members.

10. New Business: Councillor Smith enquired if the JBC Vehicle has been scheduled for under coating, the Secretary responded that it will be done in the fall.

Councillor Brandt asked if Indigo, a movie company has made any building inquiries to the CBO, the Secretary will ask and respond to members by email.

11. Closed Session: None

12. Adjournment:

Resolution # 2021-022

Moved by: Rex Smith

Seconded by: Barb Belrose

Be it resolved that this committee does hereby adjourn at 6:30 p.m. to meet again on November 18, 2021 at 6:00 p.m. or at the call of the Chair. **Carried**

Kim Dunnett, Secretary

Doug Sewell, Chair

Judy Kosowan

Subject: FW: Nuisance Noise Concerns 2.0

From: Paul Van Dam <pvd5463@gmail.com>
Sent: September 28, 2021 12:32 PM
To: Judy Kosowan <clerk@ryersontownship.ca>
Subject: Nuisance Noise Concerns 2.0

Hunting is a long time tradition both for harvesting wild game and sport. I live on 200 acres of woodlands where over the years I have allowed neighbours and friends to ethically hunt wild game. I have never denied anyone the privilege of hunting on my land.

The response to my original concern was somewhat lacking. It clearly stated in my email that I objected to the persistent nuisance noise, at times lasting half an hour, to lasting for days caused by rapid gun fire, explosive detonations and loud shotgun fire.

I am raising this concern to be proactive in dealing with this issue before it becomes a problem. Perhaps education through information could alleviate this problem. It is necessary to have a Noise Bylaw that deals with all noise related concerns. This could be achieved by communicating with our ratepayers, asking them for their input to make us all better neighbours. By doing so we could lessen the need to involve the Bylaw Officer and OPP.

Thank you. Paul

Nancy Field

From: Arena <arena@burksfalls.ca>
Sent: September 16, 2021 5:55 PM
To: Judy Kosowan
Subject: September 22nd 2021

Hello Judy

I am just letting you know that as of the Wednesday the 22nd of September our COVID-19 protocols are changing, and we will be following the provincial guidelines to ask for COVID-19 Passports for all who enter our facility. The guideline stipulates 12 and over must have a vaccine within 15 days of the date they arrive at our facility. There are 2 exceptions to the vaccine and those exceptions must be accompanied by a Drs note and ID

The first month of the passports will require a copy of the of the vaccine confirmation along with picture ID (which can be a Health Card). As of October 22nd, we should have a device here to scan the health cards for confirmation of the vaccine.

Please let you staff, councillors and public know that our staff will be collecting this information and they are just following direction of the Province and Health Unit. Our staff can be fined if they do not follow this order.

Thanks

Graham Smith RRFA/CIT
ARBFMA Manager
705-382-3811

From: Judy Kosowan <clerk@ryersontownship.ca>
Sent: June 30, 2021 10:58 AM
To: Arena <arena@burksfalls.ca>
Cc: Nancy Field <deputyclerk@ryersontownship.ca>
Subject: RE: Contact Tracing Form

That's great to see!

Judy Kosowan

CAO/Clerk/Deputy Treasurer
Township of Ryerson
28 Midlothian Rd.
Burks Falls, Ontario
POA 1C0
705 382-3232

From: Arena <arena@burksfalls.ca>
Sent: June 30, 2021 10:57 AM
To: Judy Kosowan <clerk@ryersontownship.ca>
Cc: Nancy Field <deputyclerk@ryersontownship.ca>
Subject: RE: Contact Tracing Form

Thank you Judy

We are moving in a positive direction here.

Graham Smith RRFA/CIT
ARBFMA Manager
705-382-3811

From: Judy Kosowan <clerk@ryersontownship.ca>
Sent: June 30, 2021 9:07 AM
To: Arena <arena@burksfalls.ca>
Cc: Nancy Field <deputyclerk@ryersontownship.ca>
Subject: Contact Tracing Form

Hi Steve: Graham: Attached is the contact tracing form from Ryerson's staff meeting yesterday.
Thanks for your help and the upstairs room looks great!
Take care.

Judy Kosowan

CAO/Clerk/Deputy Treasurer
Township of Ryerson
28 Midlothian Rd.
Burks Falls, Ontario
POA 1C0
705 382-3232

September 29, 2021

Hi Judy, Nancy, and Brayden,

I hope you all had a great summer and are settling into fall.

Caroline and I are excited to host a soft launch of Restoration Festival in a few weeks. We're planning to invite community members to join us on Sunday, October 17th to help plant trees and shrubs at our farm (134 Midlothian Rd). All participants will also get a free pass to a virtual concert that Caroline will be hosting to release her new solo album "Everything at The Same Time" - <https://carolinemariebrooks.com>. (The beautiful cover photo of the record should be familiar to Township of Ryerson residents :)

In preparation for the event, I'm wondering if it might be possible to explore whether we might be able to invite participants to park at the Wiseman Corner's Schoolhouse and walk to the farm and planting area. Who might be the best person to chat with about this and what do you think the process might look like?

Thanks for your support,
Colin

In case it's helpful, I've been exploring event insurance for the event with the opportunity to add the Township of Ryerson as an additional insured party. I have not yet spoken with the Burks Falls and District Historical Society about this event yet, as I thought it would be best to connect with you first. Please keep me posted if/once you think it might be appropriate for me to connect with them.

Colin Love
Mag River Nature Hub
51 King William St
PO Box 30005
Huntsville, ON P1H 0B5

**Ministry of Municipal
Affairs and Housing**

**Ministère des Affaires
Municipales et du Logement**

Office of the Deputy Minister

Bureau du sous-ministre

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100



September 17, 2021

MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks

SUBJECT: Ontario Proof of Vaccination Guidance for Businesses and Organizations

As the province continues to respond to the fourth wave of the pandemic driven by the highly transmissible Delta variant, the government is further protecting Ontarians through continued actions that encourage every eligible person to get vaccinated and help stop the spread of COVID-19.

On September 14, 2021 the government released [the regulations](#) under the *Reopening Ontario (A Flexible Response to COVID-19) Act* (ROA) and [guidance for businesses and organizations](#) to support them in implementing proof of vaccination requirements, which take effect on September 22, 2021. Requiring proof of vaccination will help increase vaccination rates, protect individuals in higher-risk indoor settings, and keep businesses open.

This requirement focuses on higher-risk indoor (unless otherwise stated) public settings:

- Indoor areas of restaurants, bars, and other food and drink establishments without dance facilities
- Indoor and outdoor areas of food or drink establishments with dance facilities, including nightclubs and restaurants, clubs and other similar establishments
- Indoor areas of meeting and event spaces
- Indoor areas of facilities used for sports and recreational fitness activities, including waterparks, and personal physical fitness training with limited exemptions
 - Includes gyms, fitness/sporting/recreational facilities, pools, leagues, sporting events, waterparks, and indoor areas of facilities where spectators watch events
- Indoor areas of casinos, bingo halls, and other gaming establishments
- Indoor areas of concert venues, theatres, and cinemas
- Indoor areas of bathhouses, sex clubs and strip clubs
- Indoor areas of horse racing tracks, car racing tracks and other similar venues
- Indoor areas where commercial film and TV productions take place with studio audiences

In addition to the guidance, there is a [questions and answers document](#) to help clarify the requirements for businesses and organizations.

Businesses can contact Stop the Spread information line at 1-888-444-3659 if they have any questions about the guidance.

Compliance and Enforcement

Businesses and organizations are responsible for ensuring they meet the requirements regarding proof of vaccination outlined in the ROA, [O. Reg. 364/20](#) (Step 3).

Patrons are required to ensure that any information provided to the business or organization to demonstrate proof of vaccination or proof of identification is complete and accurate.

Failure of a business or organization or a patron to comply with the requirements in [O. Reg. 364/20](#) is an offence under the [Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020](#).

As a reminder, for offences under the ROA, police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the Provincial Offences Act (POA) or to proceed under Part III of the POA by laying an information.

The 1-800 Enforcement Support Line (1-866-389-7638) and dedicated enforcement email address (EssentialWorkplacesSupport.SolGen@ontario.ca) are intended to provide guidance to policing personnel and other enforcement personnel in relation to the enforcement of provincial orders.

I strongly encourage our municipal partners to work closely with provincial enforcement officers and public health officers to coordinate compliance activities in your communities. To identify opportunities for and to plan coordinated compliance activities in your community, please email Stephen Wilson at: Stephen.J.Wilson@ontario.ca.

Thank you for your support and for joining our shared commitment to work together to protect the health and well-being of Ontarians.

Sincerely,



Kate Manson-Smith
Deputy Minister