

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**December 6, 2022**

**PUBLIC MEETING FOR TWO ZONING BY-LAW AMENDMENTS  
5:30 p.m. and 5:45 p.m.**

**5:30: Pt. Lots 28, 29 Con. 14, Roskopf Road (Langford)**

**And**

**5:45: 559 Spring Hill Road, Pt. Lot 13, Con. 7 PSR-1454 Part 31 (Price)**

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**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR MEETING AGENDA**

**December 6, 2022 AT 6:00 P.M.**

THIS WILL BE A HYBRID IN-PERSON/ELECTRONIC MEETING via ZOOM

**Members of the Public must register** with the Ryerson Township Clerk's Office prior to the meeting for meeting access and availability of limited in-person seating.  
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](mailto:treasurer@ryersontownship.ca)

**Meeting will be recorded.**

*The Municipal Council of the Township of Ryerson recognizes that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario, and show respect to the neighbouring indigenous communities.*

Note: **(R)** denotes resolution

**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 Inaugural and Regular Meeting November 15, 2022 and Special Meeting November 22, 2022 **(R)**

**3. DECLARATION OF PECUNIARY INTEREST: Councillor Abbott re: Agenda item 6.1.2**

4. **DELEGATIONS AND PRESENTATIONS:** None registered.

5. **REQUESTS FOR PROPOSAL (RFP)**

5.1 RFP for Audit Services (R)

6. **REPORTS**

6.1 DEPUTY CLERK: Rezoning: Two By-laws (R); 6.1.2 Staff and volunteer recognition (R);  
6.1.3 Magnetawan Watershed Communications information (R)

6.2 CLERK: Perry Township Boundary Road Agreement (R) Council Professional  
Development: AMO Conflict Resolution, Santa Claus Parade Committee (R)

**COUNCIL COMMITTEES/BOARDS:**

6.3 Waste Management: Consideration of waste management bag allotment (R)  
6.4 Eastholme: Mayor Sterling's report

7. **BUSINESS ARISING/ACTIVITY LOG**

7.1 Regional Committee Appointments follow up information received: DSSAB, EMS,  
Board of Health, Eastholme

8. **NOTICE OF MOTION** (if required)

9. **COMMUNICATION ITEMS/NEW BUSINESS**

9.1 O.P.P. Policing Board Information

9.2 Bill 23, More Homes Built Faster Act (R)

9.10 General Information Items

9.10.1 Almaguin Highlands Health Centre (AHHC) November minutes

9.10.1 Press Release Hollywood North

9.10.2 FONOM correspondence

9.10.3 Muskoka Algonquin Healthcare (MAHC) re: Planning for Two  
Hospitals

10. **BY-LAWS**

10.1 Confirm the meetings of Council (R)

11. **IMPORTANT DATES**

December 20, 2022: Regular Council Meeting 6:00 p.m.

12. **ADJOURNMENT**

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**LIST OF PROPOSED RESOLUTIONS**

**FOR COUNCIL MEETING: December 6, 2022 AT 6:00 P.M.**

**Item # 2.1 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that the minutes from the Inaugural and Regular meetings November 15, 2022 and the Special meeting November 22, 2022 be adopted as circulated.

**Item # 5.1 on Agenda** Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that KPMG LLP be appointed as the external auditors for the Township of Ryerson for a three-year period, commencing with the audit for fiscal year 2022.

**Item # 6.1 on Agenda** Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # \_\_-22, being a By-law to amend zoning by-law 56-14, to re-zone Part Lots 28, 29 Con. 14, Roskopf Road and further; That By-Law # \_\_-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 6<sup>th</sup> day of December 2022.

**Item # 6.1 on Agenda** Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # \_\_-22, being a By-law to amend zoning by-law 56-14, Part Lot 13, Con. 7, 559 Springhill Road and further; That By-Law # \_\_-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 6<sup>th</sup> day of December 2022.

**Item # 6.1.2 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council direct that recognition be provided as outlined in the attached Staff Recognition Report dated November 28, 2022.

**Item # 6.1.3 on Agenda** Moved by Councillor Patterson, Seconded by Councillor Abbott,

WHEREAS the Magnetawan River Watershed Communications Committee, Lake Bernard Water Management Discussion is seeking input in the interest of maintaining momentum on this collaborative discussion; NOW THEREFORE Be it Resolved that Ryerson Township Council provides the following:

- Ryerson Township Council supports pursuing and examining the feasibility, effectiveness and impacts/benefits of the proposed operational changes identified on Lake Bernard;
- Ryerson Township is a downstream community from Lake Bernard, and as such maintains an interest in Magnetawan Watershed issues. Council will support broader communications/consultations regarding effects on the Magnetawan River Watershed by participation in meetings, posting information and notices on the municipal website, and in mail out newsletters.

**Item # 6.2 on Agenda** Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # \_\_-22, being a By-law to enter into an agreement with Township of Perry for boundary road maintenance and further; That By-Law # \_\_-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 6<sup>th</sup> day of December 2022.

**Item # 6.2 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council donate \$200.00 annually to the Santa Claus Parade Committee and that these funds be drawn from the parkland reserve.

**Item # 6.3 on Agenda** Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Council of the Township of Ryerson approve the issuance of \_\_\_\_ free garbage bags, for 2023, to property owners with residence/cottage/licensed trailer on their property and tenants within the Township of Ryerson. No free garbage bags shall be issued to property owners of Commercial/Industrial operations.

**Item # 9.2 on Agenda** Moved by Councillor Abbott, Seconded by Councillor Robertson,

BE IT RESOLVED that Ryerson Township Council oppose Bill 23, More Homes Built Faster Act, 2022, which in its current state will affect nine pieces of current legislation, potentially having a severe impact on environmental protection, heritage preservation, public participation and negatively impact residential tax rates;

AND that the Ministry of Municipal Affairs and Housing be requested to extend the commenting period for all components of Bill 23, to allow for a more informed consultation period;

AND FURTHER that a copy of this resolution be sent to the Honourable Doug Ford, The Honourable Steve Clark, Minister of Municipal Affairs and Graydon Smith, M.P.P. Parry Sound Muskoka.

**Item # 10.1 on Agenda** Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # \_\_-22, being a By-law to confirm the meetings of Council and further; That By-Law # \_\_-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 6<sup>th</sup> day of December 2022.

**Item # 12 on Agenda** Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that we do now adjourn at \_\_\_\_ . The next regular meeting December 20, 2022 at 6:00 p.m.

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**MINUTES INAUGURAL MEETING**

**NOVEMBER 15, 2022**

The Inaugural meeting of Council of the Corporation of the Township of Ryerson was held at the Municipal Office Tuesday evening November 15, 2022 at 5:00 p.m.

Staff in attendance: Nancy Field, Brayden Robinson, Kryssi Sinclair, Judy Kosowan.

Guests: Mary Sterling, Cathy Sterling, Shelly Ann Beaumont.

The Mayor Elect and Councillors Elect took their seats and each member read and signed their Declarations of Office.

The new members of Ryerson Township Council are: Mayor George Sterling and Councillors Beverley Abbott, Glenn Miller, Delynne Patterson and Dan Robertson.

Mayor Sterling congratulated all Members of Council on their election and welcomed Council to this term of office.

The Inaugural meeting adjourned at 5:25 p.m.

A short reception followed.

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MAYOR

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CLERK/DEPUTY CLERK

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR COUNCIL MEETING**

**MINUTES**

**November 15, 2022**

The regular meeting of Council of the Corporation of the Township of Ryerson was held Tuesday November 15, 2022, at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

**1. CALL TO ORDER**

Mayor George Sterling called the meeting to order at 6:00 p.m.

Attendance was announced, and it was noted that the meeting is being recorded.

Council in attendance: Mayor Sterling, Councillors: Abbott, Miller, Patterson, and Robertson. Staff in attendance: Brayden Robinson, Nancy Field, Kryssi Sinclair, Judy Kosowan, Dave McNay.

Public attending by phone or electronically: Susan Raczkevi, Judy Ransome, Josh Lilley, Joseph Vella.

Notice of this meeting was posted on the website.

Addenda to the Agenda: Add number 6.9: Resignations from Library Board from Bev Abbott and Hilda Tota, Council resolutions to accept the resignations. Council resolution to advertise for community volunteer Library Board members. Add number 6:10 Almaguin Community Economic Development (ACED), Invitation to 4<sup>th</sup> Annual Gala, 6.3 Committee appointments, add information received from the District of Parry Sound Municipal Association (DPSMA) appointments, and updated schedule.

**R- 165 -22** Moved by Councillor Miller, Seconded by Councillor Abbott, be it resolved that Ryerson Township Council accept the addendums to the November 15, 2022, agenda. (Carried)

**2. ADOPTION OF MINUTES**

**R- 166 - 22** Moved by Councillor Miller, Seconded by Councillor Robertson, be it resolved that the minutes from the Tri-Council meeting October 3, 2022, and the regular meeting October 18, 2022. be adopted as circulated. (Carried)

**3. DECLARATION OF PECUNIARY INTEREST:** None noted.

**4. DELEGATION:** Susan Raczkevi, 1201 Stoney Road attended the meeting via Zoom to provide Council with information on the road allowance adjacent to her property and a trail on her property. Council will take the information under advisement.

**5. REQUEST FOR PROPOSALS**

Council received information about the Almaguin Municipalities Request for Proposal for Integrity Commissioner Services. The following resolution was adopted.

**R- 167 -22** Moved by Councillor Abbott, Seconded by Councillor Patterson, be it resolved that Ryerson Township Council accept the Request for Proposal for Integrity Commissioner Services from ADR Chambers Inc. dated October 24, 2022. (Carried)

Council received staff reports and information from Fire Chief Dave McNay regarding the one request from proposal received from Carrier Emergency Vehicles. The following resolution was adopted.

## **6. REPORTS:**

6.1 PUBLIC WORKS: Public Works Supervisor Fred Schmeltz provided a written report outlining department updates.

6.2 DEPUTY CLERK: Nancy Field provided a staff report regarding office holiday hours. Council also received the Emergency Management Report and Watershed Report.

The following resolution was adopted.

**R- 168- 22** Moved by Councillor Robertson, Seconded by Councillor Miller, Be it resolved that Ryerson Township Council set the 2022 Ryerson Township Office Holiday Hours as follows: Closed: December 23rd at noon, December 26, 27, 28, 29, 30, 2022 and January 2, 2023. Office to re-open regular hours Tuesday January 3, 2023, at 8:30 a.m. (Carried)

6.3 CLERK: Council received the post election Accessibility Report, and a resolution was adopted.

**R- 169 - 22** Moved by Councillor Miller, Seconded by Councillor Abbott, be it resolved that Ryerson Township Council has received the 2022 Accessible Election Report. (Carried)

The appointment of a Deputy Mayor was brought forward, and the following resolutions adopted.

**R- 170- 22** Moved by Councillor Abbott, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council appoint Glenn Miller as Deputy Mayor. (Carried)

**R- 171- 22** Moved by Councillor Miller, Seconded by Councillor Abbott, be it resolved that leave be given to introduce a Bill # 47-22, being a By-law to appoint a Deputy Mayor and further; That By-Law # 47-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 15<sup>th</sup> day of November 2022. (Carried)

Council discussed appointments to various committees and boards and resolutions were adopted.

**R- 172-22** Moved by Councillor Robertson, Seconded by Councillor Patterson be it resolved that Ryerson Township Council appoint members of Council to various Council committees/boards as per the attached Committee/Board Appointment Schedule. (Carried)

Council received staff reports and information from Fire Chief Dave McNay regarding the one request from proposal received from Carrier Emergency Vehicles. The following resolution was adopted.

**R- 173 -22** Moved by Councillor Patterson, Seconded by Councillor Miller, be it resolved that Ryerson Township Council accept the Request for Proposal for a 2024 ULC-Rated Pumper Fire Fighting Apparatus from Carrier Emergency Vehicles in the amount of \$629,956.00 plus HST \$81,894.28 for a total of \$711,850.28. Subject to resolutions of support from Township of Armour and Village of Burks Falls. (Carried)

**R- 174- 22** Moved by Councillor Abbott, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council appoint Delynne Patterson to the District of Parry Sound Social Services Administration Board (DSSAB) Area 4 comprised of Burks Falls, Armour, Ryerson, Kearney, Perry, McMurrich/Monteith. (Carried)

**R- 175 - 22** Moved by Councillor Miller, Seconded by Councillor Abbott be it resolved that Ryerson Township Council appoint Mayor Sterling to the Eastholme Board of Management for Area 4 (Armour, Kearney, Perry, Ryerson). (Carried)

**R- 176 - 22** Moved by Councillor Abbott, Seconded by Councillor Miller be it resolved that Ryerson Township Council appoint Councillor Miller to the Parry Sound District Emergency Medical Service Advisory Committee for the East Parry Sound Group: Ryerson, Armour, Perry, Burks Falls, Kearney, Magnetawan, McMurrich/Monteith.  
(Carried)

**R-177- 22** Moved by Councillor Miller, Seconded by Councillor Robertson be it resolved that Ryerson Township Council appoint Councillor Abbott to the North Bay Parry Sound District Board of Health for the group: Kearney, Burks Falls, Armour, Joly, McMurrich/Monteith, Perry, Ryerson, Strong and Magnetawan.  
(Carried)

**R- 178 - 22** Moved by Councillor Miller, Seconded by Councillor Abbott be it resolved that Ryerson Township Council appoint Norm Hofstetter as Area 4 Ward Director for the District of Parry Sound Municipal Association for the 2022-2026 term.  
(Carried)

Council discussed professional development and training opportunities and the following resolutions adopted.

**R-179 - 22** Moved by Councillor Robertson, Seconded by Councillor Miller  
Be it resolved that the Ryerson Township Council authorize Councillor Patterson and Councillor Robertson to attend the Rural Ontario Municipal Association (ROMA) January 22-24, 2023 in Toronto.  
(Carried)

**R-180 - 22** Moved by Councillor Patterson, Seconded by Councillor Abbott be it resolved that the Ryerson Township Council authorize: Mayor George Sterling and Public Works Staff Supervisor Fred Schmeltz to attend the Ontario Good Roads Conference (OGRA) April 16-19, 2023 in Toronto.  
(Carried)

**R- 181 - 22** Moved by Councillor Abbott, Seconded by Councillor Patterson be it resolved that the Ryerson Township Council authorize: Councillor Glenn Miller and Bev Abbott to attend the Association of Municipalities of Ontario Conference (AMO) August 21 – 23, 2023 in London.  
(Carried)

**R- 182 - 22** Moved by Councillor Patterson, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council supports Resolution Number 2022 – 038 from the Joint Building Committee recommending the Building Inspector receive a \$1.00 per hour wage increase for 2023 with an additional \$1.00/hr. upon successful completion of Large Building exam.  
(Carried)

#### COUNCIL REPORTS:

Eastholme: Mayor Sterling provided on the Eastholme Board meeting, he recently attended.

District Historical Society and Almaguin Highlands Health Council: Minutes received.

Council received resignations from the Burks Falls, Armour, Ryerson Union Public Library Board and the following resolutions were adopted.

**R- 183 - 22** Moved by Councillor Patterson, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council accept, with regret, Beverley Abbott's resignation from the Burks Falls, Armour, Ryerson Union Public Library Board.  
(Carried)

**R- 184- 22** Moved by Councillor Patterson, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council accept, with regret, Hilda Tota's resignation from the Burks Falls, Armour, Ryerson Union Public Library Board.  
(Carried)

**R- 185- 22** Moved by Councillor Miller, Seconded by Councillor Patterson, be it resolved that Ryerson Township Council advertise for two Community Volunteer



Representatives for the Burks Falls, Armour, Ryerson Union Public Library Board. (Carried)

6.10 Council received correspondence regarding the ACED Annual Gala and a resolution was adopted.

**R- 186 - 22** Moved by Councillor Abbott, Seconded by Councillor Robertson, be it resolved that Ryerson Township Council authorize: Bev Abbott, Dan Robertson, Nancy Field, Glenn Miller to attend the ACED RED 4<sup>th</sup> Annual Gala November 28, 202 in Sundridge.  
(Carried)

**7. BUSINESS ARISING:**

Council received information about the Joint Audit Committee as a member is required. A resolution was adopted.

**R- 187- 22** Moved by Councillor Miller, Seconded by Councillor Abbott be it resolved that leave be given to introduce a Bill # 48-22, being a By-law to establish a Joint Compliance Audit Committee and further; That By-Law # 48-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 15<sup>th</sup> day of November 2022.  
(Carried)

Council discussed the matter brought forward by Susan Raczkevi regarding 1201 Stoney Road. The matter appears to be a property boundary dispute and the Township does not have authority over boundary issues.

**8. NOTICE OF MOTION:** None noted.

**9. COMMUNICATION ITEMS**

9.1 Council received information regarding the Almaguin Climate Change Action Change meeting November 30, 2022. A resolution is noted below.

**R- 188 - 22** Moved by Councillor Robertson, Seconded by Councillor Patterson, be it resolved that Ryerson Township Council authorize: Bev Abbott to attend the Almaguin Climate Change Action Group meeting Wednesday November 30, 2022, at 6:30 p.m. at the arena in Burks Falls.  
(Carried)

9.2 Council received the October Tri-R Waste Management Administrators Report

**10. CONFIRMING BY-LAW**

**R- 189 -22** Moved by Councillor Abbott, Seconded by Councillor Miller, Be it resolved that leave be given to introduce a Bill # 49-22, being a By-law to confirm the meetings of Council and further; That By-Law # 49-22 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 15<sup>th</sup> day of November 2022.  
(Carried)

**11. ADJOURNMENT:**

**R- 190 -22** Moved by Councillor Miller, Seconded by Councillor Patterson, be it resolved that we do now adjourn at 8:19 pm. The next regular meeting December 6, 2022, at 6:00 p.m.  
(Carried)

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MAYOR

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CLERK/DEPUTY CLERK

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**SPECIAL COUNCIL MEETING**

**MINUTES**

Tuesday November 22, 2022

A special meeting of Council was held Tuesday November 22, 2022 at 1:00 p.m., for Council orientation and training.

Members of Council were notified of this special meeting on the November 15, 2022 Council meeting agenda and by e-mail on November 17, 2022. The public was notified of this meeting by posting of this special meeting agenda November 17, 2022

Council members in attendance: Mayor Sterling and Councillors Abbott, Miller, Patterson and Robertson.

Staff in attendance: Nancy Field, Kryssi Sinclair, Judy Kosowan.

Presenter: Rick Hunter, Planner from Planscape.

Mayor Sterling called the meeting to order at 1:00 p.m.

**DECLARATION OF PECUNIARY INTEREST:** None declared.

**DISCUSSION:**

Rick Hunter provided Council with an overview of the framework for Planning in Ontario. Topics discussed included: Provincial Legislation and Policy, Municipal Policy and Legislation, Provincial Interest, Local Planning Responsibilities, the Official Plan and Zoning By-law.

Upcoming projects for 2023 were outlined and questions answered.

Mayor Sterling thanked Mr. Hunter for attending the meeting.

Nancy Field, Deputy Clerk provided Council with information regarding Emergency Planning. The Plan was outlined including the authority, notification procedures, emergency control group, hazard identification, critical infrastructure and the annual Table Top Exercise.

**ADJOURNMENT**

The meeting adjourned at 3:20 p.m.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK/DEPUTY CLERK



## Staff Report

To:	Ryerson Township Council
From:	Brayden Robinson, Treasurer
Date of Meeting:	December 6, 2022
Report Title:	RFP for External Audit Services
Report Date:	November 30, 2022

**Recommendation:** Be it resolved that KPMG LLP be appointed as the external auditors for the Township of Ryerson for a three-year period, commencing with the audit for fiscal year 2022.

**Background:**

Ryerson Township’s existing agreement for External Audit Services with Grant Thornton LLP expired upon the completion of the 2021 fiscal year audit. Staff reached out to the firm to inquire about a renewal rate for the 2022-2024 fiscal years. Based on the proposed rates received and given that a significant period of time had lapsed since we last went to market for these services, an RFP was issued and closed on November 18, 2022.

We received three proposals, the firms and costs for which are outlined below.

	<b>Baker Tilly LLP</b>	<b>KPMG LLP</b>	<b>Grant Thornton LLP</b>
Municipality (2022-2024)	\$18,000	\$16,000	\$14,980
	\$19,000	\$16,800	\$16,478
	\$20,000	\$17,600	\$18,083
Fire Department (2022-2024)	\$3,000	\$3,500	\$2,675
	\$3,100	\$3,600	\$2,943
	\$3,250	\$3,700	\$3,264

In recent years, the competition for entry-level accountants has grown increasingly difficult for firms to navigate. Grant Thornton has experienced significant turnover in their North Bay office and has had a difficult time replenishing staff, ultimately resulting in uncontrollable delays in providing the audit deliverables. While this is no way unique to that firm, it is difficult

to foresee a circumstance in the near future where their ability to meet our pre

All three of the proponents are extremely qualified, capable, and come highly recommended. I have personally worked with the team from Baker Tilly, and have found them to be responsive, efficient, and thorough in their approach. However, with reference to the competition for staff, KPMG has the strongest brand value and ability to attract and retain talent. They have an excellent reputation amongst some of our neighbouring municipalities, and provide an array of auxiliary services for us to leverage. Therefore, it is my recommendation that KPMG be appointed as Ryerson Township's auditors for the 2022-2024 period.

Grant Thornton has provided audit services to the Township since 2010, and we have developed a strong working relationship with the Principal, Judy Kleinhuis, and her team.

**Corporation of the Township of Ryerson**

**BY-LAW No. \_\_\_\_-22**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 56-14  
(Langford, Roskopf Rd, Pt of Lots 28 and 29, Con 14, Ryerson Twp.)**

**WHEREAS** pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, Ch. P13, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings and structures;

**AND WHEREAS** the Council of The Corporation of the Township of Ryerson deems it advisable to provide site specific zoning requirements for a property in Part of Lot 28 and 29, Concession 14, Roskopf Road, Ryerson Township;

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

1. Schedules 'C1', "D1" and "D2" of By-Law No. 56-14 are amended by changing the zoning of the properties described as Part of Lots 28 and 29, Concession 14, Township of Ryerson, and shown on Schedule 'A', attached hereto, from the Rural (Ru) zone to the Rural Exception 27 (RU-27) zone.
2. Table 8 of Section 4.5 of By-law No. 56-14 is amended by the addition of the following provisions:

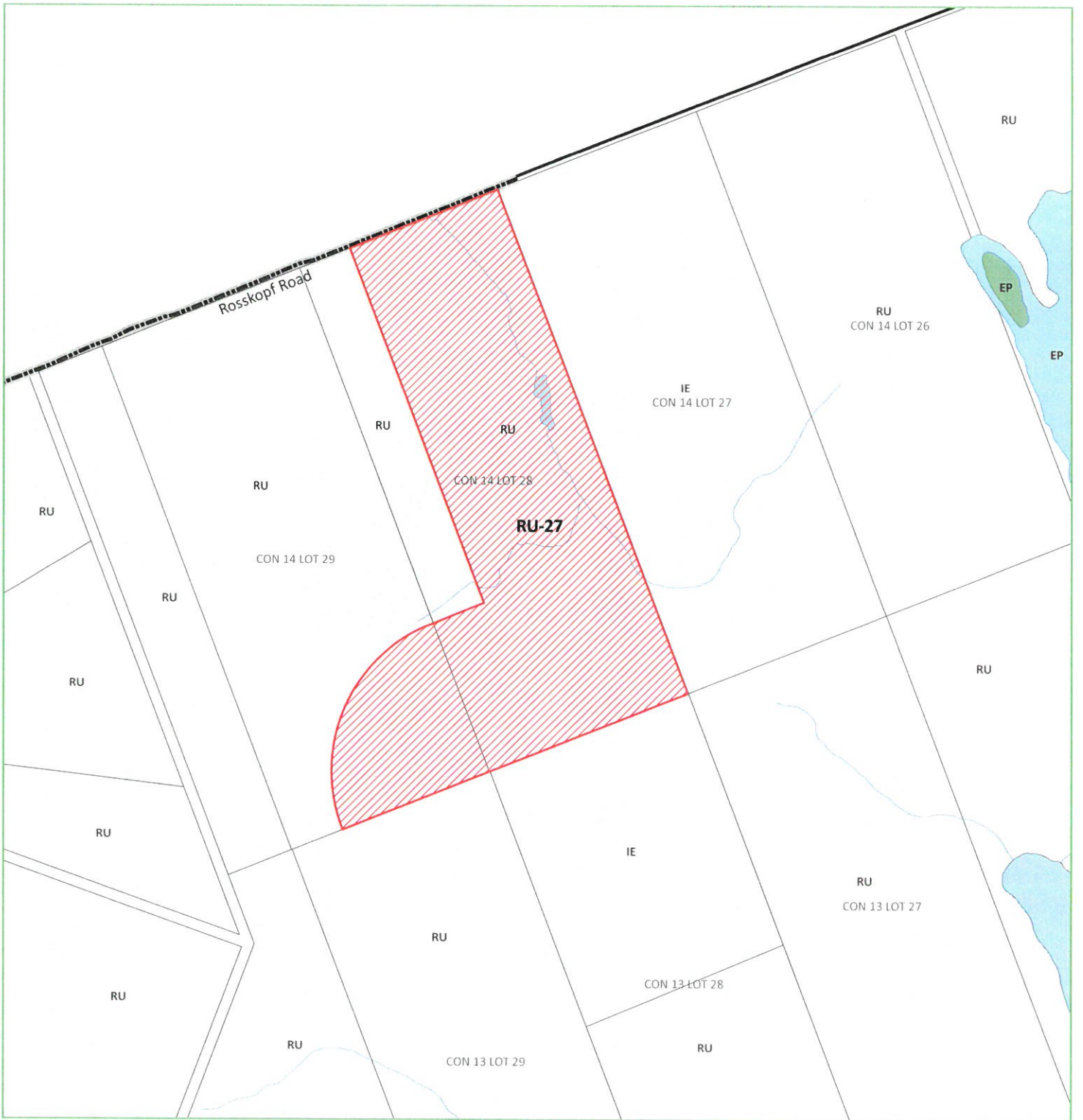
Exception	Location	Schedule	Special Provisions
RU-27  By-law ____-22	Part of Lots 28 and 29, Concession 14	C1, D1, D2	<p>Notwithstanding the provisions of Table 4 and Section 4.1, on lands zoned RU-27, the following provisions apply:</p> <p>Prohibited Uses:</p> <ul style="list-style-type: none"> <li>• Notwithstanding any provision to the contrary of By-law 56-14, no habitable building or structure is permitted.</li> <li>• Without limiting the generality of the foregoing, the following specific uses are prohibited:                             <ul style="list-style-type: none"> <li>○ Dwelling, Duplex</li> <li>○ Dwelling Semi-Detached</li> <li>○ Dwelling, Single Detached</li> <li>○ Mobile Home</li> <li>○ Bed and Breakfast Establishment</li> <li>○ Day Care, Private Home</li> <li>○ Dwelling, Secondary</li> </ul> </li> </ul> <p>All other applicable provisions of the RU zone continue to apply.</p>

3. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the Planning Act, RSO 1990, Ch. P 13.

**READ A FIRST, SECOND, THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022**

\_\_\_\_\_  
Mayor

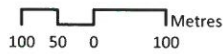
\_\_\_\_\_  
Clerk/ Deputy Clerk



 LANDS TO BE REZONED FROM RURAL (RU) TO RURAL EXCEPTION TWENTY SEVEN (RU-27)

311 ROSSKOPF ROAD  
 LOTS 28 & 29, CONCESSION 14  
 TOWNSHIP OF RYERSON  
 DISTRICT OF PARRY SOUND

LANGFORD



THIS DRAWING IS FOR ILLUSTRATION PURPOSES ONLY.  
 LOT CONFIGURATIONS ARE APPROXIMATE.

THIS IS SCHEDULE 'A' TO BY-LAW \_\_\_\_\_ OF THE TOWNSHIP OF RYERSON

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
 MAYOR

\_\_\_\_\_  
 CLERK



**Corporation of the Township of Ryerson**

**BY-LAW No. -22**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 56-14  
(Price, 559 Springhill Road, Part 31 in Part of Lot 13, Con 7)**

**WHEREAS** pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, Ch. P13, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings and structures;

**AND WHEREAS** the Council of The Corporation of the Township of Ryerson deems it advisable to provide site specific zoning requirements for a property located at, 559 Springhill Road, Part 31, Plan PSR-1454, in Part of Lot 13, Con 7, Ryerson;

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

1. Schedule 'E4' of By-Law No. 56-14 is amended by changing the zoning of the property described as Part 31, Plan PSR-1454, in Part of Lot 13, Concession 7, Township of Ryerson, and shown on Schedule 'A', attached hereto, from the Flood Plain – Holding (FP-H) zone to the Flood Plain Exception 26 (FP-26) zone.
2. Table 8 of Section 4.5 of By-law No. 56-14 is amended by the addition of the following provisions:

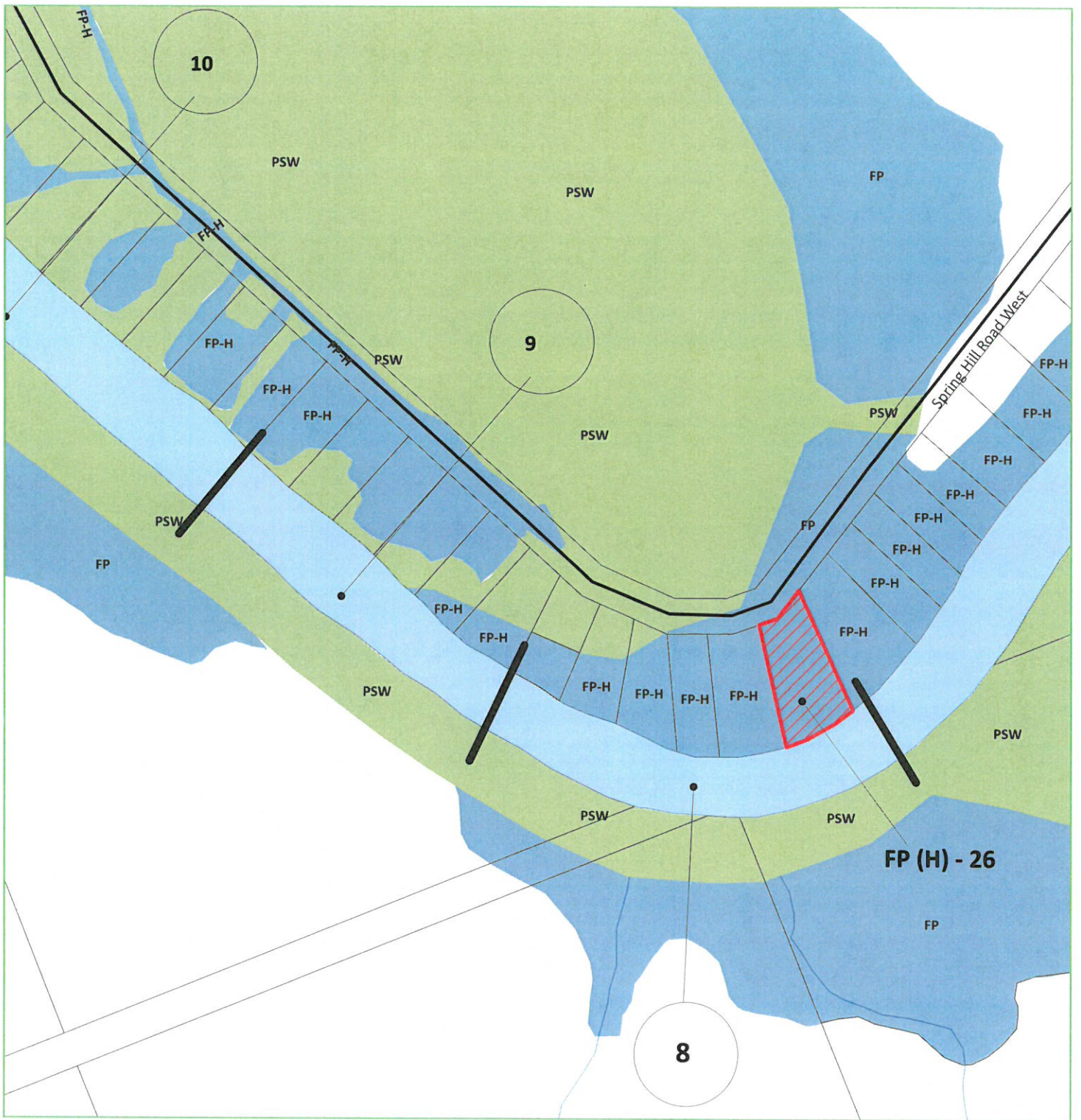
Exception	Location	Schedule	Special Provisions
FP(H)-26  By-law ____-22	Part 31, Plan PSR-1454  Part of Lot 13, Con 7	E4	Notwithstanding the provisions of Section 4.4, on lands zoned FP(H)-26, the following provisions apply: <ul style="list-style-type: none"><li>• A storage shed having a maximum size of 15 square metres is permitted in the front yard and interior side yard, with a minimum setback of 11.5 metres from the high water mark and a minimum setback of 0.9 metre from the interior side lot line.</li><li>• A detached deck having a maximum size of 27 square metres is permitted in the front yard, with a minimum setback of 15.24 metres from the high water mark.</li></ul> All other applicable provisions of the FP zone continue to apply.


3. **This By-law shall take effect on the date of passage and come into force in accordance with** Section 34 of the Planning Act, RSO 1990, Ch. P 13.

**READ A FIRST, SECOND, THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ Day of \_\_\_\_\_, 2022**

\_\_\_\_\_  
Mayor

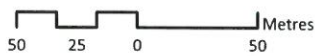
\_\_\_\_\_  
Clerk/Deputy Clerk



 LANDS TO BE REZONED FROM FLOOD PLAIN-HOLDING (FP-H) TO FLOOD PLAIN-HOLDING EXCEPTION TWENTY SIX (FP (H) - 26)

559 SPRING HILL ROAD WEST  
 PART LOT 13, CONCESSION 7  
 PT 31, PSR1454  
 TOWNSHIP OF RYERSON  
 DISTRICT OF PARRY SOUND

PRICE



THIS DRAWING IS FOR ILLUSTRATION PURPOSES ONLY.  
 LOT CONFIGURATIONS ARE APPROXIMATE.

THIS IS SCHEDULE 'A' TO BY-LAW  
 \_\_\_\_\_ OF THE  
 TOWNSHIP OF RYERSON

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
 MAYOR

\_\_\_\_\_  
 CLERK/DEPUTY CLERK







## Clerk's Report

To:	Ryerson Township Council
From:	CAO/Clerk/Deputy Treasurer Judy Kosowan
Date of Meeting:	December 6, 2022
Report Title:	Staff/Volunteer Recognition Report
Report Date:	November 28, 2022

### **Recommendation**

Council decision required.

Be it resolved that Ryerson Township Council direct that recognition be provided as outlined in the attached Staff Recognition Report dated November 28, 2022.

### **Background**

In past years, employees and volunteers have received recognition from Council with Holiday bonuses.

1. For 10 salaried staff \$150.00 Holiday bonus.
2. For 3 contractors/part-time employees (By-law, Roads, and Fire Training) \$100.00 Holiday bonus.
3. For 2 Library Volunteers \$100.00 Holiday bonus.

For Fire Department Members: \$75.00 each (Continuing on with the normal procedure).

## Judy Kosowan

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**From:** Nancy Field  
**Sent:** November 28, 2022 11:12 AM  
**To:** Judy Kosowan  
**Subject:** FW: Magnetawan River Watershed Communications Committee - Lake Bernard Water Management Discussion  
**Attachments:** Bernard.pdf

For Council – see below

*Nancy Field,*  
**Deputy Clerk**  
**Township of Ryerson**  
[deputyclerk@ryersontownship.ca](mailto:deputyclerk@ryersontownship.ca)



28 Midlothian Road, Burk's Falls ON, P0A 1C0  
Tel: (705) 382-3232 Fax: (705) 382-3286  
<https://ryersontownship.ca>

NOTICE: ANY ZONING INFORMATION OR BY-LAW INTERPRETATION PROVIDED BY THE CLERK OR OTHER MUNICIPAL EMPLOYEES IS PROVIDED AS A PUBLIC SERVICE ONLY. THE MUNICIPALITY TAKES NO RESPONSIBILITY FOR THE ACCURACY OR THE FACTS OR OPINIONS PROVIDED. TO OBTAIN ACCURATE INFORMATION, PLEASE REFER DIRECTLY TO THE APPROPRIATE BY-LAWS, AND OBTAIN THE ADVICE OF YOUR LAWYER AND/OR A CERTIFIED PLANNER.

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**From:** Wakefield, Adam (MNRF) <Adam.Wakefield@ontario.ca>  
**Sent:** November 28, 2022 10:02 AM  
**Subject:** RE: Magnetawan River Watershed Communications Committee - Lake Bernard Water Management Discussion

Good Morning,

Thank you for the opportunity to meet with the Magnetawan River Watershed Communications Committee (MRWCC) on November 8, regarding water levels on Lake Bernard. In the interest of maintaining momentum on this collaborative discussion, please find below a short summary of what was discussed during the meeting and an outline for next steps.

### Recap of the Meeting

- MNRF staff presented general information about the lake and lake processes, the regulatory framework for dams and operations and water management objectives, operational considerations, a summary of what we've heard to date with respect to water levels and proposed next steps.
- Municipal representatives from the Village of Sundridge confirmed MNRF's assessment of the core issues related to water levels on Lake Bernard. This includes concerns that dam operations in the spring may be contributing to shoreline damage caused by floating ice sheets and ice push.

- The municipality and some landowners have incurred property and infrastructure damage and are seeking changes to dam operations as a way to mitigate future issues. The municipality has also received written complaints and pictures from approximately 50 property owners in the community.
- Some preliminary interest in exploring minor incremental changes to operations on a trial basis was expressed.
- Specifically, two potential operational changes to explore further could include:
  - delaying the replacement of logs in the dam until after the ice is out in the spring, and
  - removal of logs from the dam earlier or to a lower level in the fall.
- It was noted during the meeting that there is flexibility within the existing operating guidelines. As a first step MNRF could consider changes to operations that may help address concerns, while also remaining within the rule curve (a copy of the rule curve, which is the primary tool used to guide operations, is attached for your reference).
- MNRF shared that any changes to operations could result in negative impacts to the recreational season, as delaying replacement of logs in the spring could negatively impact summer water levels and generate concern from others around the Lake.
- Comments from meeting participants covered themes including a willingness to collaborate, share information and move forward together; financial implications of damages; understanding that changes will have to consider multitude of stakeholders, including downstream communities and First Nations.
- MNRF proposed a public meeting to continue the discussion with the broader Lake Bernard community.
- The Crown's Duty to Consult must be considered in any decision making.

### Seeking Feedback

1. Please confirm your municipal Council's support to pursue examining the feasibility, effectiveness and impacts/benefits of the proposed operational changes identified above.
2. Please confirm your support to obtain broader community input on Lake Bernard water levels.
  - If supported, please **identify** the appropriate members of the community to include in future consultation (e.g., Lake Bernard users, local stakeholders, property owners' associations, business, seasonal residents, etc.) and **provide recommendations** on how to effectively engage with the public. For example, consider how council members want to engage their community. Are there multiple methods you have used to solicit feedback historically? What would be most effective?
  - What opportunities are there for MNRF and the municipalities to collaborate in bringing forward this discussion to the broader public? What role do you see your municipal Council playing?
3. For a potential broader public meeting, MNRF proposes the objectives below for your consideration and feedback:
  - provide clear, thorough, and evidence-based information about potential operational changes to water management on Lake Bernard to facilitate meaningful discussion for all affected members of the community;
  - provide opportunities to receive feedback from a wide variety of stakeholders and individuals with an interest in Lake Bernard water levels and confirm the core issues and options for the public;
  - seek to confirm support for potential operational changes that the ministry could implement on a trial basis that may address concerns.

4. It was expressed that the Village of Sundridge and Magnetawan First Nation have data they could share, including information from a river monitoring program. Please provide information you see as potentially relevant to the MNRF to further inform the understanding of Lake Bernard processes and feasibility of options.
5. In order to better understand the potential impacts of operational changes to water management on Lake Bernard, MNRF would like to better understand the downstream flow requirements of the sewage lagoons located adjacent to Stirling Creek. It is the ministry's understanding that this facility is owned and operated by the Village of Sundridge.

**Next Steps:**

- MNRF to review and synthesis feedback (1 – 5 above) received.
- MNRF to schedule a follow up meeting with municipalities to discuss meeting logistics, roles, approach, and share any additional information or analysis, etc.
- MNRF staff continue to collaborate on examining opportunities and feasibility and effectiveness of potential operational changes including consultation with ministry science and engineering staff (hydrological modelling opportunities, data analysis, etc.).

We would appreciate receiving your feedback by **December 19, 2022**, if possible but please let us know if you would require additional time. Please do not hesitate to reach out should you have any questions on the above. We look forward to receiving your feedback.

Thanks again for all your support!

Sincerely,

**Adam Wakefield** (he/him)  
District Manager – Parry Sound  
Southern Region, Regional Operations Division  
Ministry of Natural Resources and Forestry  
Mobile: 705-346-0676



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**From:** Wakefield, Adam (MNRF)  
**Sent:** November 17, 2022 9:47 AM  
**Subject:** RE: Magnetawan River Watershed Communications Committee - Lake Bernard Water Management Discussion

Good Morning,

Thank you for participating in the discussion regarding water management on Lake Bernard on Tuesday November 8, 2022.

Attached is a copy of the presentation that was used to support the discussion.

Please feel free to share this product with your respective municipal councils.

We expect to be in a position to communicate next steps in the near future and look forward to receiving your feedback.

Thanks again for your support and participation!

Sincerely,

**Adam Wakefield** (he/him)  
District Manager – Parry Sound  
Southern Region, Regional Operations Division  
Ministry of Natural Resources and Forestry  
Mobile: 705-346-0676



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**From:** Wakefield, Adam (MNRF)  
**Sent:** November 7, 2022 9:19 AM  
**Subject:** RE: Magnetawan River Watershed Communications Committee - Lake Bernard Water Management Discussion

Good Morning,

Please find attached the agenda for tomorrow's discussion.

Thanks again for your participation!

**Adam Wakefield** (he/him)  
District Manager – Parry Sound  
Southern Region, Regional Operations Division  
Ministry of Natural Resources and Forestry  
Mobile: 705-346-0676



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**From:** Wakefield, Adam (MNRF)  
**Sent:** November 3, 2022 10:37 AM  
**Subject:** Magnetawan River Watershed Communications Committee - Lake Bernard Water Management Discussion

Good Morning,

I am pleased to take this opportunity to invite you to participate in a discussion regarding water management on Lake Bernard.

As discussed at the September 29, 2022, Magnetawan River Watershed Communications Committee meeting, this exercise is intended to provide an opportunity for municipal stakeholders, operators, and indigenous partners on the Magnetawan River Watershed to share information, concerns and interests related to water operations on Lake Bernard and identify a cooperative path forward to further explore potential options with the broader community of Bernard Lake.

Date: Tuesday November 8, 2022

Time: 10am

Zoom: <https://us06web.zoom.us/j/83284472407?pwd=RkV5TXVWbzV4Q3Y1OEc2S0dlSnFZdz09>

In preparation for the meeting, I will be providing an agenda shortly.

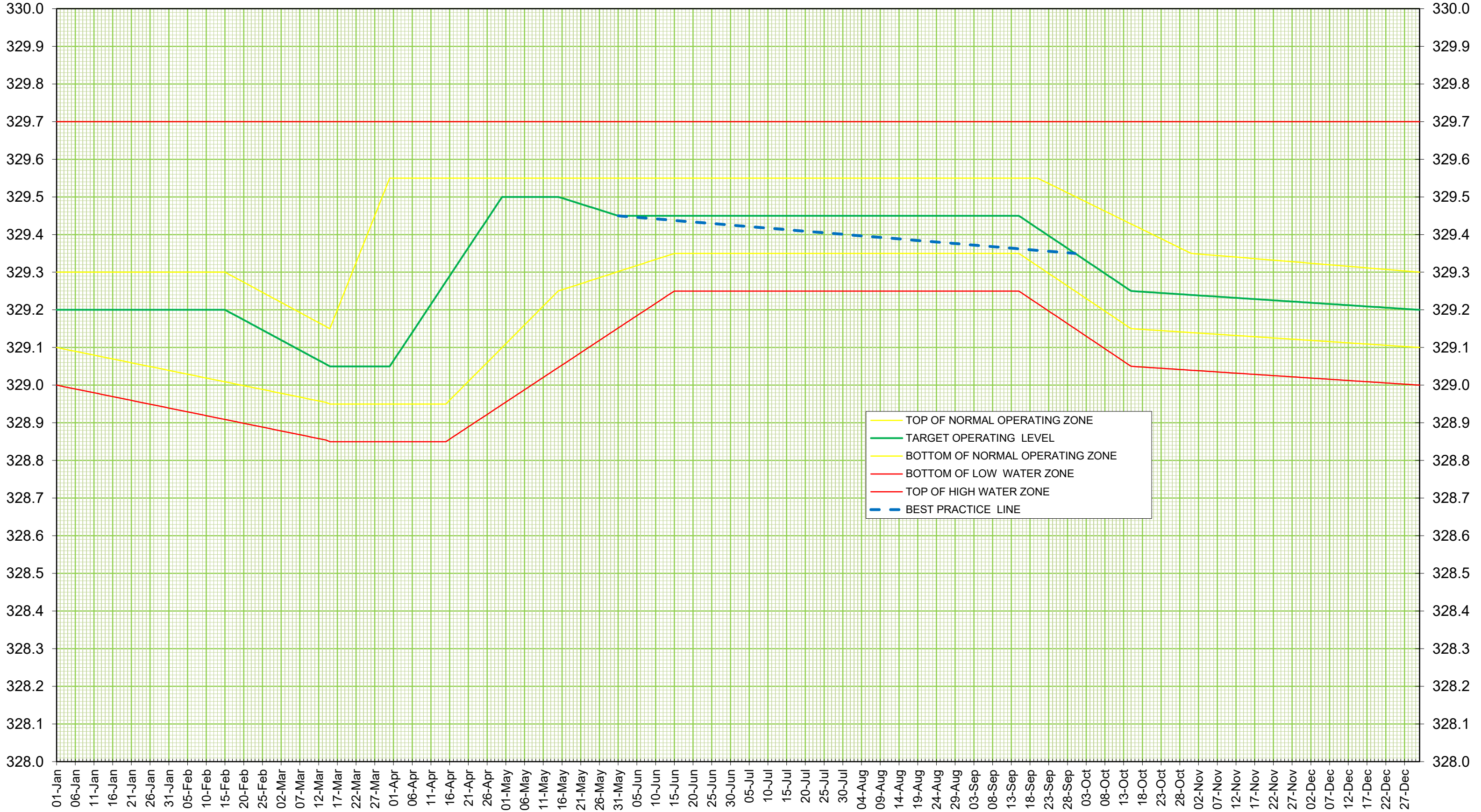
We'd appreciate if you could please extend this invite to newly elected leaders and/or technical staff to participate in this special meeting.

I look forward to seeing you on November 8!

**Adam Wakefield** (he/him)  
District Manager – Parry Sound  
Southern Region, Regional Operations Division  
Ministry of Natural Resources and Forestry  
Mobile: 705-346-0676



# BERNARD LAKE WATER LEVEL



**Deputy Clerk: Some of my thoughts are listed in red below:**

### Seeking Feedback

1. Please confirm your municipal Council's support to pursue examining the feasibility, effectiveness and impacts/benefits of the proposed operational changes identified above.

**Support -Yes or No**

2. Please confirm your support to obtain broader community input on Lake Bernard water levels.
  - o If supported, please **identify** the appropriate members of the community to **include in future consultation** (e.g., Lake Bernard users, local stakeholders, property owners' associations, business, seasonal residents, etc.) and **provide recommendations** on how to effectively engage with the public. For example, **consider how council members want to engage their community**. Are there multiple methods you have used to solicit feedback historically? What would be most effective?

Future consultation could include reaching out to the community, Cecebe Waterways, Ahmic Lake Cottage Association, First Nations, Magnetawan Watershed Landtrust, University of Waterloo Watershed Management, the lake monitoring programs, Dorset Environmental Science Centre.

Information could be posted on the website, flyer sent out by mail possibly within our newsletter, posters on the website and around town, Facebook, public meeting, survey.

To solicit feedback and engage the community. What questions do we want answered? What feedback are we seeking from our community?

- o What opportunities are there for MNRF and the municipalities to collaborate in bringing forward this discussion to the broader public? What role do you see your municipal Council playing?

A public meeting with MNRF to provide education for the public and council. Council would direct the public to the correct information and collect feedback.

3. For a potential broader public meeting, MNRF proposes the objectives below for your consideration and feedback:
  - provide clear, thorough, and evidence-based information about potential operational changes to water management on Lake Bernard to facilitate meaningful discussion for all affected members of the community;

Yes, it would be beneficial for us to have clear, thorough, and evidence-based information of potential operational changes to water management of Lake Bernard, especially as it pertains to how the changes may impact downstream.



From our perspective at Ryerson Township as a community downstream from Sterling Creek are we concerned of the potential impacts from operational changes. Lowering water level, the outflow and the possibility of higher concentration of effluent from the sewage lagoon. If we decide to implement trial changes, would it affect the water levels for the whole year. Do you think lower water with lower flow and the nutrient of sewage could cause Blue Green Algae blooms where they never were before?

Are you wanting to facilitate a meaningful discussion with the Community Members of Sundridge, living along the shores of Bernard that have experienced ice damage in the spring when the logs are put back into the dam?

- provide opportunities to receive feedback from a wide variety of stakeholders and individuals with an interest in Lake Bernard water levels and confirm the core issues and options for the public;

This could be done through public meetings, letters from the public, surveys.

- seek to confirm support for potential operational changes that the ministry could implement on a trial basis that may address concerns.

Is there any evidence-based information that could be shared with the public before we confirm support of the operational changes, on a trial basis, that could affect the waterway for the rest of the 2023 season if implemented. Would the change impede recreational and transportation use of the watershed.

4. It was expressed that the Village of Sundridge and Magnetawan First Nation have data they could share, including information from a river monitoring program. Please provide information you see as potentially relevant to the MNRF to further inform the understanding of Lake Bernard processes and feasibility of options.

Do we know of anyone that could share information to include from a river monitoring program? Possibly Dorset Environmental Science Centre (DESC) or from the lake associations monitoring program. It is good to know the health of the watershed.

5. In order to better understand the potential impacts of operational changes to water management on Lake Bernard, MNRF would like to better understand the downstream flow requirements of the sewage lagoons located adjacent to Stirling Creek. It is the ministry's understanding that this facility is owned and operated by the Village of Sundridge.

Yes it will be interesting to better understand what the potential impacts of operational changes could mean downstream and what the flow requirements are, in relation to the sewage lagoon.

**THE CORPORATION OF THE TOWNSHIP OF RYERSON**

**BY-LAW No. \_\_\_\_\_ - 22**

**Being a By-Law to enter into an agreement with the Corporation of the Township of Perry for joint boundary road maintenance**

**WHEREAS** Section 20(1) of the *Municipal Act* 2001, S.O. 2001, as amended, authorizes municipalities to enter into agreements with one or more municipalities or local body, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

**AND WHEREAS** Section 29(1) of the *Municipal Act* 2001, S.O. 2001, as amended, states that local municipalities on either side of a boundary line between municipalities have joint jurisdiction over any highway forming the boundary line;

**AND WHEREAS** the Corporation of the Township of Ryerson considers it necessary that the boundary road between the Township of Ryerson and the Township of Perry should be maintained and repaired by agreement;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of Ryerson hereby enacts as follows:

1. **That** the Agreement attached hereto as Schedule 'A' between the Corporation of the Township of Ryerson and the Corporation of the Township of Perry be entered into by the municipality.
2. **That** the Mayor and Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
3. **That** the attached Agreement entered into between the Corporation of the Township of Ryerson and the Corporation of the Township of Perry are hereby ratified and confirmed, when signed by both parties.
4. **That** By-law No. 15-18 is hereby repealed.

Read a first, second and third time.

Signed and the seal of the Corporation

Affixed thereto and finally passed in Council

This 6<sup>th</sup> day of December, 2022.

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MAYOR

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CLERK/DEPUTY CLERK

**Schedule 'A'**  
**to By-law \_\_\_\_ - 22 Agreement**

Dated this \_\_\_\_ day of , 2023

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF PERRY  
hereinafter called the Party of the First Part

- And -

THE CORPORATION OF THE TOWNSHIP OF  
RYERSON  
hereinafter called the Party of the Second Part

WHEREAS municipalities having joint jurisdiction over a boundary line highway may enter into an agreement under which each municipality agrees to keep any part of the highway in repair for its whole width and to indemnify the other municipality from any loss or damage arising from the lack of repair for that part;

AND WHEREAS the Corporation of the Township of Ryerson and the Municipal Corporation of the Township of Perry considers it necessary that the boundary road between the Township of Perry and the Township of Ryerson, namely part of Lots Two (2) and Three (3), inclusive, of the First (1) Concession of the Township of Ryerson (being approximately 0.5 kilometres of So Ho Mish Road), should be maintained and repaired by agreement;

NOW THEREFORE that subject to the conditions hereinafter set out and authorized by by-law of the parties of the first and second part that the boundary road between the said municipalities shall be maintained as follows:

1. The Township of Perry shall be responsible for the year-round maintenance of the above noted segment of road which shall include, but not be limited to, snow ploughing, sanding, grading, application of gravel and dust suppressant, all as deemed necessary by the Township of Perry.
2. The Township of Ryerson agrees to pay the Township of Perry the sum of one thousand six hundred and fifteen dollars and ninety-three cents (\$1,615.93) annually on or before the 31<sup>st</sup> day of October of each year of the term of this agreement. This represents 50% of the cost of annual maintenance of a non-surface treated road in the Township of Perry. Annual costs may be adjusted by the Township of Perry, in consultation with the Township of Ryerson, should So Ho Mish Road be surface treated during the term of this agreement.
3. A cost of living increase shall be applied on an annual basis, not to exceed 1.5% as of January 1<sup>st</sup> every year.

IT IS AGREED that this agreement shall remain in force and effect for a period of five (5) years from the 1<sup>st</sup> day of January, 2023 until the 1<sup>st</sup> day of January, 2028 and said agreement shall be subject to renewal after January 1<sup>st</sup>, 2028.

IT IS AGREED that the Parties hereto shall pass By-laws under Section 20(1) of the *Municipal Act* 2001, S.O. 2001, as amended, to ratify and confirm this Agreement.

IN WITNESS WHEREOF the Parties hereunder set their hands and seals respectively.

THE CORPORATION OF THE  
TOWNSHIP OF RYERSON

---

Mayor

---

Clerk/Deputy Clerk

THE CORPORATION OF THE  
TOWNSHIP OF PERRY

---

Mayor

---

Clerk-Administrator

# Navigating Conflict Relationships as an Elected Official - December 12 - 13, 2022

This training is an opportunity to gain skills in building collaborative relationships and negotiating difficult ones in your role as an elected municipal official.

Elected officials run for municipal office for a variety of reasons which include providing leadership, stewardship and improving their local communities.

However municipal life is very much a people-oriented business, meaning elected representatives must engage in and build a wide variety of relationships with constituents, municipal staff, other elected officials, other orders of government and community organizations to name a few.

Not all relationships are smooth sailing and conflicts are inevitable. Sometimes the waters become choppy especially when navigating challenging relationships and conflict situations.

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out their collective responsibilities as decision-makers of their communities.

During this 2-part virtual, interactive workshop, we will explore the constructs, traps and pitfalls of conflict relationships, why relationships may go wrong and how to approach, plan and execute relationships successfully using practical tips, tools and real-world examples.

## **Who Should Attend?**

Locally elected municipal representatives.

## **Learning Objectives:**

- The typical patterns of behaviour that give rise to creating “conflict traps” and how to escape from them.
- The secrets of neuroscience and how this knowledge can give us a heads-up on what we should do in the moment.
- Understanding conflict styles and how these can create obstacles or pave the way toward collaboration.
- The importance of moving from a position-based to an interest-based approach in order to create a win-win, value-add relationship.

- The roles of empathy and assertiveness in relationship formation.
- Learning effective and practical communication tools which include:
  - Avoiding communication blockers
  - First words to use
  - The difference between Acknowledging vs. Agreeing
  - A simple yet powerful 4-step technique to assist in having better and more collaborative conversations.

**DATE:**

This is a two day workshop running from 10:00am -12:30pm each day.

**This virtual event is offered to elected officials only.**

December 12 - 13, 2022

**Registration:**

**\*\* SOLD OUT\*\***

[Register](#)



**Session Facilitator:** [Sharad Kerur](#)

[Events](#)

[2022 New Head of Council Training](#)

[2023 New Councillor Training](#)

AMO's Customized Councillor Training

Advanced Land Use Planning Training

Advanced Land Use Planning Training: A Deeper Dive 2023

Foundations in Planning for Elected Officials

Human Rights and Equity

**Navigating Conflict Relationships as an Elected Official**

OFIFC Indigenous Community Awareness

Online Training



## Staff Report

To:	Ryerson Township Council
From:	Judy Kosowan CA)/Clerk/Deputy Treasurer
Date of Meeting:	December 6, 2022
Report Title:	Santa Claus Parade
Report Date:	November 29, 2022

### **Recommendation:**

Be it resolved that Ryerson Township Council donate \$200.00 annually to the Santa Claus Parade Committee and that these funds be drawn from the parkland reserve.

### **Purpose/Background:**

Attached is a letter from the Santa Claus Parade Committee regarding a donation to the parade.

In 2020 Ryerson Council committed to an annual donation to the parade and this item is being brought forward to the current Council now, to ask for confirmation of this annual donation.

In addition, the Santa Claus Parade Committee only has 3 active volunteers. They are appealing to Council to ask if any members can volunteer and commit to the Committee on an annual basis.

### **Next Steps**

- Consideration of resolution noted above
- Consideration of any members volunteering to the Parade Committee





November 28, 2022

**Township of Ryerson**  
28 Midlothian Road  
Burks Falls, ON  
POA 1C0

Dear Mayor Sterling and Council;

The Santa Claus Parade Committee is preparing for the 2022 Santa Claus Parade. The co-operation of the Township of Ryerson and support has been exceptionally helpful and beneficial. We cannot thank you enough!

We are asking for a donation to help support the cost associated with the parade, we would benefit tremendously from your financial support in a donation; this donation will help us continue to make the parade an annual event in hopes we can make it to 50 years!

It would be great to see a float with Council Members and Staff in the parade! We would love to acknowledge everyone for all the hard work you have accomplished for our community.

Respectfully,

Danika McCann

## Judy Kosowan

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**From:** Amy Tilley (Waste Management Administrator & CEMC) <landfill@armourtownship.ca>  
**Sent:** November 9, 2022 12:10 PM  
**To:** Judy Kosowan; 'Nikky Kunkel (Clerk@burksfalls.ca)'  
**Subject:** November Waste Report  
**Attachments:** November to Armour 2022.pdf

Good Afternoon,

I have attached the Waste Report reviewed at Armour Council. There is a lot of statistics for bags and swipe card usage that was reviewed with regard to 2023 "free bag" allotment. A motion to reduce that bags was tabled and a recorded vote was requested. As the motion was split, Mayor MacPhail defeated the motion and directed further decision with the new council.

It has always been Armour's goal to get to a full user pay system and in order to get there the reduction of 30 to 25 was suggested to continue moving toward that goal. However those opposed felt that it may not be the right time, with the economy, gas and food costs, some families may not be able to absorb the added cost of garbage. As this was the last meeting with Mayor MacPhail, he decided to leave it to the new sitting council.

The difference in the number of bags provided by each municipality was also a part of this discussion. (30 bags to Armour residents, 45 to Ryerson residents and 50 to Burks Falls curbside residents.)

When I was asked my opinion, I agreed with the opposed as it may be a struggle for some. As for the discussion on the number of bags, it is all about what level of service you want to provide and at what cost. By reducing the number of bags, residents either reduce waste or they pick up the tab. The money Armour saves can be spent on other items that can benefit the community as a whole.

Please feel free to reach out if you have any questions,

*Amy Tilley*

**Waste Management Administrator**

Township of Armour

705-382-3332

### **CONFIDENTIALITY**

*Note: The enclosed information is confidential and/or legally privileged. If you have received this information in error, please contact our office immediately. WARNING: Photocopying, distribution and/or disclosing this information to others is a serious offence.*

# Administrator's Report,

November 23, 2022

## Funding announcements/updates:

### 1.1 Changes:

- Request for BSO supported positions
- Request for Ontario Local Priorities Fund re Nurse Call upgrade

### 1.2 Ongoing:

- Minor Capital – Subsidy \$5,945
- Permanent Wage Enhancement –subsidy \$42,369
- Medication Safety Technology Funding - \$3,816
- Investing in Canada Infrastructure Program (ICIP) –October -not yet received

## Systems and program changes/Network:

- Scheduling – Comvida software –payroll being tested
- General Ledger (Goldcare) – Resident AR, AP Sub work to complete.
- Cameras ordered – Difficult to source.
- Computer equipment – Software licensing obtained deployment started.
- Connexall – Migration of Nurse Call (electronic portion) to new server is complete.

## Construction Project (ICIP):

- Network project- continuing migration activities.
- Network/Camera/Door cabling – Waiting on date of site visit to correct deficiencies.
- Payment issued progress draw #6 - \$381,458.27.
- Building Committee meeting#15-16 minutes.

## Staffing:

- Increasing hours of care – Foreign worker update
- Long Service Awards October 26<sup>th</sup> –appreciated by staff, good turnout
- Recent hires (vacant positions) – IPAC and Occ H&S
- Actively recruiting for Nurse Practitioner

## Operational Items:

- Walk in Fridge – Installed and working
- Insurance requirements – Vipond – Dry Sprinkler System – loading dock area \$28,875 and \$1800 for stamped drawings plus HST
- Insurance requirement – Enkompass – Arc Flash and short circuit study \$10,752.50 +HST
- Insurance requirement – IR electrical scan \$ 5,692.50 + HST
- Insurance requirement – Heat Detector in S2 Boiler room - \$6,680.40 + HST

### Community Support Services Program:

- Application for Age Well at Home funding submitted. Service Canada inquiry Aug 17<sup>th</sup>. No further update.
- Ontario Health confirmed additional funding for 7 exercise classes \$19,320 was missed, and will be sent in January 2023.

### Contracts, Compliance and Policy Review/update:

- The new *Fixing Long Term Care Act 2021* – proclaimed April 11<sup>th</sup>
  - a. Policy revisions to align with the act:
    - i. Zero Tolerance of Abuse policy **Deferred**
    - ii. Complaints policy **Deferred**
    - iii. Training Policy **Deferred**
- Vaccination Policy updated April 14, 2022 – review/reassess in 4-6 weeks. **Deferred.**
- StaffStat agreement – on hold.
- Northern Respiratory Services – Agreement for Oxygen signed.
- Insurance up renewal (November 15<sup>th</sup>), \$87,137 with 9.8% increase. Option for additional D&O coverage.
- Ministry Inspection - Public Report has not yet been provided.
- CIS report – M517-0000025-22 (deleted) to M517-0000027-22.

Odelia Callery, CPA, CA  
Administrator

Please help us in creating a wonderful

# Winter Celebration

We are planning for an event to make this Holiday Season extra special for the residents of Eastholme, their families and for our supporting communities. This event is to include an old-fashioned Christmas Walk along with an Outdoor Market on Friday December 9<sup>th</sup>, 2022 – 4:00-8:00pm!

In order to make this happen we are reaching out to our community partners, neighbours, and resident families to request their support and participation in one of two ways. The first is to consider a financial contribution towards the special light display which will continue into other seasons. The second way is to register as a vendor in our Market (\$25) or to set up a light display on our property for this event. Please contact Patricia O'Donnell at [podonnell@eastholme.ca](mailto:podonnell@eastholme.ca) or 705-724-2005 x245 to let us know of your participation.





*YOU'RE INVITED TO OUR*

# WINTER

## WONDERLAND

Please join us for an old-fashioned Christmas Market in the front lot and a Christmas Walk through our display of lights around the property.

**FRIDAY**  
**DECEMBER**  
**9<sup>th</sup>, 2022**

**4:00 –**  
**8:00pm**  
**(dress warm)**

**EASTHOLME**  
**PROPERTY**

November 17, 2022

Mayor George Sterling  
Township of Ryerson  
By e-mail to: [admin@ryersontownship.ca](mailto:admin@ryersontownship.ca)

Dear Mayor Sterling and Council,

As your new term of Council commences, I would like to take this opportunity to congratulate you and wish you well in the next four years.

Under the *DSSAB Act*, the term of the present Board members who have been re-elected will come to an end on December 31<sup>st</sup>, 2022. The present Board members who represent Area 4 are Jerry Brandt and Joseph Vella. To provide continuous service to the District, two (2) members from your council should be appointed as soon as possible to represent Area 4.

Please find attached a document which contains information for Municipalities/TWOMOs.

The first Board meeting of the New Year will be held at 6:30 PM on Thursday, January 12, 2023 via Zoom Video Conference.

As well, we will be holding our Board Introduction on Friday, January 27, 2023 at the Log Cabin Inn located at 9 Little Beaver Blvd. in Seguin Township. It is *vitality important* for all Board members to attend this all-day event as it will orient them on the operations of the DSSAB.

Should you have any questions, please don't hesitate to reach out to me at 705-746-7777 ext. 5290 or via email at [jharris@psdssab.org](mailto:jharris@psdssab.org).

Sincerely,



Jennifer Harris  
Administrative Officer

# District of Parry Sound



Social Services  
Administration Board

## **Information for Municipalities/TWOMOs**

<b>Contact Person:</b>	Jennifer Harris, Administrative Officer
<b>Address:</b>	1 Beechwood Drive, Parry Sound, ON, P2A 1J2
<b>Phone Number:</b>	705-746-7777 ext. 5290
<b>E-mail:</b>	<a href="mailto:jharris@psdssab.org">jharris@psdssab.org</a>
<b>Meeting Schedule:</b>	Second Thursday of each month
<b>Meeting Place:</b>	Via Zoom video conference
<b>Meeting Time:</b>	6:30 PM
<b>Number of Members:</b>	15
<b>Payment to Members:</b>	Refer to document "Board Honoraria & Expenses"
<b>Areas Represented:</b>	Refer to document "Naming Board Members"
<b>DSSAB Procedures:</b>	Refer to document "Procedural Rules"
<b>Electronic Meeting Protocol:</b>	Refer to document "Protocol for Electronic Meetings"
<b>Term Ending:</b>	December 31 <sup>st</sup> , 2026



## **BOARD HONORARIA AND EXPENSES**

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### **HONORARIA:**

The rates for honoraria paid will be as follows:

- Chair: \$620 per month plus \$205 per Board Meeting
- Vice Chair: \$165 per Board meeting
- Reg. Board Member Rate: \$135 per meeting
- Conference Call Rate: \$25 per conference call

*At the beginning of every new term of the Board, rates to be adjusted annually (rounded to the nearest \$5.00) as specified by the consumer price index.*

### **Honoraria Criteria**

The following rules will be followed for payment of honoraria:

1. The meeting rate will be paid only for actual meetings attended. The rate is paid for each meeting or committee meeting held.
2. The Chair's and Vice-Chair's rate only applies to regular Board meetings. The regular Board member rate applies if other meetings must be attended in the month.
3. If Board committee meetings are held immediately prior to or following a duly called Board or Board committee meeting, the committee meeting shall be paid at 75% of the regular rate.
4. The regular meeting rate will be increased to \$165 for any Board meeting held prior to 4:00 p.m.
5. Each or any meeting exceeding 4 hours in length will be paid at \$200.
6. Attendance at conventions or training events is recognized at the regular meeting rates.

### **TRAVEL & EXPENSE REIMBURSEMENT:**

#### **Travel**

The following criteria will be followed for payment of travel:

1. Attending meetings on behalf of the DSSAB will be reimbursed as authorized by the Board Chair.
2. When accommodations are needed for health & safety reasons (such as weather conditions, tiredness/fatigue) they should be made in the same location of the meeting/training event and will be reimbursed upon submission of receipt.
3. Airfare, taxi fare and parking reimbursed by receipt.
4. Temporary Mileage rate (to be reviewed in February 2023): \$0.55 per kilometer

Meals

The rates for meals paid will be as follows:

- Meal allowance for *out of District*:

Breakfast	\$12.00
Lunch	\$18.00
Dinner	\$35.00
- Meal allowance for in District will be reimbursed upon submission of receipts.

*Note: Cost of alcohol & entertainment will not be reimbursed*

*Last Revision Date: October 2022*

## Naming Board Members

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Schedule 4 of O.Regulation 278/98, an amended regulation made under the *District Social Services Administration Boards Act* directs that “the district for the District of Parry Sound Social Services Administration Board is the District of Parry Sound, excluding the area of the jurisdiction of the Corporation of the Municipality of Killarney” and “. . . shall be comprised of 15 members”.

The district is represented by areas and membership by area is required as follows:

**AREA 1 - 2 members from the:**

Corporation of the Township of Seguin

**AREA 2 - 3 members appointed jointly from the:**

Corporation of the Township of the Archipelago (2)

Corporation of the Town of Parry Sound (1)

*(Agreement established to rotate membership by term)*

**AREA 3 - 2 members appointed jointly from the:**

Corporation of the Township of Carling

Corporation of the Municipality of Whitestone

Corporation of the Township of McDougall

Corporation of the Township of McKellar

**AREA 4 - 2 members appointed jointly from the:**

Corporation of the Town of Kearney

Corporation of the Village of Burk's Falls

Corporation of the Township of Armour

Corporation of the Township of Perry

Corporation of the Township of Ryerson

Corporation of the Township of McMurrich-Monteith

**AREA 5 - 2 members appointed jointly from the:**

Corporation of the Village of South River

Corporation of the Village of Sundridge

Corporation of the Township of Joly

Corporation of the Township of Machar

Corporation of the Township of Strong

Corporation of the Township of Magnetawan



## Naming Board Members

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**AREA 6 - 2 members appointed jointly from the:**  
Corporation of the Municipality of Powassan  
Corporation of the Municipality of Callander  
Corporation of the Township of Nipissing

**AREA 7 - 2 members, selected from the Territory Without Municipal Organization**

Members must be Canadian citizens, at least 18 years of age and not employed by the Parry Sound DSSAB.

Resolutions appointing area members should be forwarded to the attention of:

Mrs. Jennifer Harris, Administrative Officer  
District of Parry Sound Social Services Administration Board  
1 Beechwood Drive  
Parry Sound, Ontario  
P2A 1J2  
E-MAIL: [jharris@psdssab.org](mailto:jharris@psdssab.org)

## **Procedural Rules**

*Procedural rules* to govern the proceedings of the District of Parry Sound Social Services Administration Board.

### **1. Interpretation**

In the *Procedural Rules*,

- (a) "Board" means the District of Parry Sound Social Services Administration Board.
- (b) "Chair" means the Chair of the District of Parry Sound Social Services Administration Board.
- (c) "Vice-Chair" means the Vice-Chair of the District of Parry Sound Social Services Administration Board.
- (d) "Member" means a Member of the District of Parry Sound Social Services Administration Board.
- (e) Committee Chair means the Chair of a Committee of the District of Parry Sound Social Services Administration Board.
- (f) Chief Administrative Officer (CAO) means the CAO of the District of Parry Sound Social Services Administration Board.
- (g) "Rule of Procedure" means the rules and regulations provided in these *Procedural Rules*.

### **2. Rules of Procedure Adopted**

The proceedings of the District of Parry Sound Social Services Administration Board and all Committees thereof, the conduct of the Members and the calling of meetings shall be governed by the provisions of the *Procedural Rules* and the rules and regulations contained in the *Procedural Rules*, provided that the rules and regulations contained herein may be suspended by a vote of not less than eight members of the Board present and voting, excluding the Chair, and except as provided herein, the rules of parliamentary procedure as contained in *Bourinot's Rules of Order* Current Edition, shall be followed for governing the proceedings of the Board and the conduct of its members.

### **3. Execution of Documents**

Whenever to give effect to any resolution or *Procedural Rules* of the Board or to perform any of the statutory duties of the Board the execution of any document is required, the Chair and the CAO are hereby authorized for and in the name of the Board to execute and to affix the seal of the Board, as needed, to such documents.

### **4. Recording Equipment**

- (a) At the meetings of the Board or its Committees, the use of cameras, electric lighting equipment, flash bulbs, recording equipment, television cameras and any other device of a mechanical, electronic or similar nature used for transcribing or recording proceedings by auditory or visual means by any person other than the Administrative Officer of the meeting including but not limited to, members, representatives of any news media whatsoever or members of the public is prohibited unless authorized in advance by the Chair or Committee Chair as the case may be.

- (b) When exercising the discretion to authorize the use of equipment such as described in (a) regard shall be had as to whether the use will be a distraction to the meeting and to whether there is an Administrative Officer of the Board present with the capability of providing a complete record of the meeting.

### **5. Election of Chair and Vice-Chair**

The CAO shall act as Chair and the election shall proceed in the normal manner by resolution of the members present provided that before a vote is taken the person nominated must agree to serve as Chair.

When a Chair has been elected the CAO shall vacate the chair and the Chair shall preside over the election of the Vice-Chair, which shall proceed in a like manner.

### **6. Chair**

The Chair shall be entitled to vote at all meetings of the Board and shall be ex-officio a member of all Standing and other Committees of the Board and entitled to vote at those meetings.

### **7. Vice-Chair**

The Vice-Chair shall be entitled to vote at all meetings of the Board and shall be ex-officio a member of all Standing and other Committees of the Board, *when acting in place of the Chair* and entitled to vote at those meetings.

### **8. Duties of Chair**

It shall be the duty of the Chair or other presiding officer:

- (a) to open the meeting of the Board by taking the Chair and calling the Members to order;
- (b) to announce the business before the Board in the order in which it is to be acted upon;
- (c) to receive and submit, in the proper manner, all motions presented by the Members of the Board;
- (d) to put to vote all questions, which are regularly moved and seconded, or necessarily arise in the course of the proceedings, and to announce the result;
- (e) to decline to put to vote, motions which infringe upon the rules of procedure;
- (f) to restrain the Members, when engaged in debate, within the rules of order;
- (g) to enforce on all occasions, the observance of order and decorum among the Members;
- (h) to call by name, any Member persisting in breach of the rules of order of the Board, thereby ordering the member to leave the meeting;
- (i) to receive all messages and other communications and announce them to the Board, with the support of the Administrative Officer;
- (j) to authenticate by their signature, when necessary, all *Procedural Rules*, and resolutions;
- (k) to inform the Board when necessary, or when referred to, for the purpose on a point of order or usage;
- (l) to select Members who are to serve on committees when directed to do so by a resolution of the Board;
- (m) to adjourn the meeting when the business is concluded;
- (n) if they consider it necessary because of grave disorder, the Chair may adjourn the sitting without question put, or suspend the sitting for a time to be named by them.

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## Board Meetings

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### **9. Place**

Meetings of the Board shall be held virtually with in-person meetings being held as required. In-person meetings shall be held at the place designated and used by the Board from time to time for such purposes.

### **10. Ordinary Meetings**

- (a) Virtual meetings of the Board shall be held at the hour of 6:30 PM and in-person meetings shall be held at the hour of 7:00 PM on the second Thursday of every month unless otherwise provided by resolution of the Board or unless such a day shall be a public holiday or civic holiday in which case the Board shall meet at the same hour the next day, which is not a public or civic holiday, unless otherwise provided by resolution of the Board.
- (b) Notice of all meetings of the Board setting forth the matters to be considered shall be given to all members of the Board by electronic means, not less than *forty-eight* hours in advance of the time fixed for the meeting.

### **11. Special Meetings of the Board**

- (a) The Chair may at any time summon a special meeting of the Board.
- (b) The CAO may at any time summon a special meeting of the Board, in consultation with the Chair.
- (c) Notice of all special meetings of the Board setting forth the matters to be considered at such special meetings shall be given to all members of the Board by electronic means, not less than *forty-eight* hours in advance of the time fixed for the meeting. The Administrative Officer shall give such other notice of the meeting to the members by telephone or otherwise as best can be done within the circumstances.

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## Order of Proceedings at Board Meetings

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### **12.**

- (a) *Presiding Officer:* The Chair shall preside carrying out the duties authorized in Rule 8.
- (b) *Calling to Order:* As soon after the hour fixed for the holding of the meeting of the Board and quorum is achieved, the Chair shall take the Chair and call the meeting to order. A quorum shall be 8 Members of the Board representing at least 4 of the 7 Areas.
- (c) *Absence of Chair:* In the absence of Chair the Vice-Chair shall call the Members to order and shall preside until the arrival of the Chair and while so presiding the Vice-Chair shall have all the powers of the Chair. In the case of the absence of both, an interim Chair shall be appointed.

### **13. No Quorum**

Lack of a quorum for a Board meeting may be resolved by one of the following procedures:

- (a) If no quorum is present to enable a meeting to commence one half hour after the time appointed for a meeting of the Board, the Administrative Officer shall, call the roll and

- record the names of the members present and the members shall stand discharged from waiting further.
- (b) When in the Chair's opinion, a Board meeting should not convene at the scheduled hour because of unforeseen circumstances on the day of a Board meeting that has been properly called then the Chair may:
- i. direct the Administrative Officer to notify the members that the meeting will stand adjourned, not cancelled, at the appointed hour to reconvene at the same time of commencement on the next following day, or at such other time and place as the Chair shall then determine; or
- (c) If during the course of a Board meeting a quorum is lost then the Chair may:
- i. declare the meeting stand adjourned, not ended, to reconvene at such time and place as the Chair shall then determine;
- (d) The Chair shall give notice of any meeting so adjourned and to be reconvened as best can be done within the time available.

#### **14. Order of Business**

The routine order of business for the ordinary meetings of the Board shall be as follows:

- Land Acknowledgement
- Minutes of Previous Meeting
- Deputations and Presentations
- Reports
- Outstanding Issues
- New Business
- Correspondence

And all business shall be taken up in the order of routine in which it stands as shown on the agenda unless otherwise decided *by the concurring vote of the majority of the Members* of the Board.

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#### Rules of Debate

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#### **15.**

- (a) Every Member previous to speaking to any question or motion shall address the Chair.
- (b) When two or more Members attempt to speak, the Chair shall designate the Member who has the floor who shall be the Member who, in the opinion of the Chair, first spoke.
- (c) The Chair may on any question or matter request the CAO to respond or to initiate an appropriate response to the Board.

#### **16.**

Every Member present at a meeting of the Board when a question is put shall vote thereon.

#### **17.**

When a Recorded Vote is requested by a Member, or is otherwise required, the Administrative Officer shall record the name and vote of every member of any matter or question.



**18.**

If a Member disagrees with the announcement of the Chair that a question is carried or lost they may, but only immediately after the declaration by the Chair, object to the Chair's declaration and require a Recorded Vote to be taken, without any further comment or discussion.

**19.**

When a Member is speaking no other member shall pass between the speaker and the Chair or make interruption except to raise a point of order.

**20.**

Any Member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a Member while speaking.

**21.**

No Member shall speak more than once to the same question without leave of the Board, except that a reply shall be allowed to be made only by a Member of the Board who has presented the motion to the Board, but not by any Member who has moved an amendment or a procedural motion.

**22.**

No Member, without leave of the Board shall speak to the same question, or in reply, for longer than ten (10) minutes.

**23.**

- (a) A Member may ask a question only for the purpose of obtaining information relating to the matter under discussion and such question must be stated succinctly and asked only of the previous speaker.
- (b) Notwithstanding paragraph (a), when a Member has been recognized as the next speaker, then immediately before speaking such Member may ask a question of the Chair or an employee of the Board on the matter under discussion but only for the purpose of obtaining information following which the Member shall speak.
- (c) All motions shall be in writing with the mover and seconder recorded.

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### Points of Order and Privileges

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**24.**

The Chair shall preserve order and decide questions of order.

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### Conduct of Members at Board Meetings

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**25.**

No member shall disobey the rules of the Board or a decision of the Chair or of the Board on questions of order or practice or upon the interpretation of the rules of the Board; and in case a

Member persists in any such disobedience after having been called to order by the Chair, the Chair may forthwith put the question, no amendment, adjournment or debate being allowed, “that such Member be ordered to leave their seat for the duration of the meeting of the Board”: but if *that* Member *withdraws their remarks, they shall* be permitted to retake their seat.

**26.**

Members shall conduct themselves in a respectful, professional and ethical manner including conduct among themselves and towards employees of the DSSAB. Members are responsible for setting a positive example and to behave and communicate in a manner which will not offend, embarrass or humiliate others. A respectful workplace values:

- Diversity and human rights of others related to their race, national or ethnic origin, colour, religion, age, sex, marital status, family status, any physical or mental disability and sexual orientation
- The dignity of a person
- Courteous conduct
- Mutual respect, fairness and equality
- Collaborative working relationships

**27.**

Members shall maintain, at all times the confidentiality of all confidential information and records of the DSSAB concerning matters dealt with In-Camera or that is determined to be confidential by the Chair of the Board. Members shall not make use of or reveal such information or records that are not in the public domain. Members shall comply with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* and the *Personal Information Protection and Electronic Documents Act (PIPEDA)* at all times.

**28.**

Members must not accept gifts or personal benefits that are connected with their performance of the duties as a Board member of the DSSAB.

**29.**

Members shall not misappropriate or use the Board’s assets for personal use and shall ensure that all Board property assigned to them is maintained in good condition and shall be accountable for such property. No members shall bid on or receive any property that has been offered for sale.

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Board Agenda

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**30. Order of Business**

The CAO shall have prepared and printed a list of the items in the order of topics set out as the routine of business in Rule 14 hereof, for the use of each Member at an ordinary meeting.

- (a) It shall be the duty of the CAO to ensure that the minutes of the last ordinary meeting, and all Committee meetings held more than five days prior to an ordinary meeting, together with the agenda delivered electronically to each Member not less than forty-eight hours before the hour appointed for the holding of such ordinary meeting.

- (b) Such minutes as referred to in clause (a) of this paragraph may be adopted by the Board without having been read at the meeting considering the question of their adoption.
- (c) Minutes may be amended by the correcting of the record if necessary for accuracy but not otherwise deleting portions thereof.

### **31. Committee Reports**

No action shall be taken with reference to committee report recommendations, until adopted by the Board.

### **32. Outstanding Issues**

The items listed in the order of the topics set out in the agenda of prior meetings which have not been disposed of by the Board and the date of their first appearance on the agenda shall be noted and repeated on each subsequent agenda until disposed of by the Board, unless removed from the agenda by leave of the Board.

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## Voting on Motions

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### **33.**

- (a) *Motion Required:* No discussion shall take place prior to the Chair reading the motion, which has been duly moved and seconded.
- (b) *Question Stated:* Immediately preceding the taking of the vote, the Chair may state the question in the form introduced and shall do so if required by a Member.

### **34. Vote Not Allowed**

A Member not present before the result of the vote on a question is declared, shall not be entitled to vote on that question.

### **35. Unrecorded Vote**

The manner of determining the decision of the Board on a motion shall be at the discretion of the Chair and may be by voice, show of hands, or standing.

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## Proceedings in Board Meetings

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### **36.**

The rules governing the procedure of the Board and the conduct of Members shall be observed so far as they are applicable, provided that:

- (a) no vote shall be recorded, unless requested by a Member;
- (b) the number of times speaking on any question shall not be limited unless a Member moves that the vote be now taken;
- (c) no Member shall speak more than once, except to make an explanation until every Member who desires to speak shall have spoken.

**37.**

The Chair shall be entitled to vote at meetings thereof as a Member but shall not have a second or casting vote in the event of an equality of votes of any question.

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Proceedings in In-Camera Meetings

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**38.**

A Board meeting *may* be In-Camera (closed to the public) when the subject matter under consideration involves;

- i. the security of the property and services of the Board;
- ii. the disclosure of intimate, personal or financial information in respect of a member of the Board or a committee or an employee or prospective employee of the Board;
- iii. the acquisition or disposal of property;
- iv. a decision in respect of negotiations with employees of the Board;
- v. an opinion of the Board's solicitor, disclosure of which would not be in the public interest;
- vi. decision concerning negotiations for an agreement or contract between the Board and a third party, or
- vii. the consideration of a request under MFIPPA/PIPEDA.

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Proceedings in Committee Meetings

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**39.**

- (a) The Committee Chair or in their absence, such other Member of the Committee as may be appointed by the concurring vote of a majority of the Members of the Committee present, shall preside at every meeting and may vote on all questions submitted, but in case of an equal division of votes, the Committee Chair shall not have an extra casting vote and the question shall be deemed to have been decided in the negative.
- (b) In the absence of the Committee Chair for a period of fifteen (15) minutes after the time appointed for the holding of a meeting of the Committee or if the Committee Chair leaves a meeting in progress, one of the other Members of the Committee, if there be a quorum present, may be appointed as provided in clause (a) of this paragraph and shall discharge the duties of the Committee Chair during the meeting or until the arrival or return of the Committee Chair.
- (c) Upon the arrival or return, the Committee Chair shall have the option of assuming the chair. The option shall be exercised immediately following completion of discussion of the item under (d). If there be no quorum present thirty (30) minutes after the time appointed for the meeting, the meeting shall stand adjourned at the call of the Committee Chair.
- (d) A majority of the Members of the Committee is necessary to constitute a quorum.

**40.**

Where two (2) or more Committees of the Board meet in joint session and a resolution is passed at such a meeting, the resolution shall be deemed to be a resolution or decision of each committee, provided a quorum of each committee is present. The Chair of a joint session shall be chosen by the majority of the members present. When a member including the Chair is a member of more than one of the Committees meeting in joint session, the member may be

counted with each Committee when calculating quorum but when voting in a joint session shall have only one vote.

**41.**

The CAO or their designate shall be the secretary of each committee and shall forward a copy of the minutes of each committee to the Chair and to the members of the Board as soon as available if necessary or with the agenda for the next regular meeting of the Board.

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Amendments

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**42.**

- (a) This by-law shall not be amended or repealed except by a simple majority vote of the Members of the Board other than the Chair.
- (b) No amendment or repeal of the *Procedural Rules* or any part thereof shall be considered at any meeting of the Board unless notice of proposed amendment or repeal has been given at a previous ordinary meeting of the Board and the waiving of this notice by the Board is prohibited.

## **Protocol for Electronic Meetings Open to the Public**

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

1. Attendance will be taken by the Administrative Officer and duly recorded to ensure all participants (Members and Staff) are recognized as in attendance, and to ensure there is a quorum of the Board.
2. All Members participating by electronic means must comply with the requirements of the *Municipal Conflict of Interest Act* by declaring a conflict with a specific item(s) on the Agenda.
3. Each participant shall ensure there is no background noise at the location from which they are using the electronic means to connect to the meeting. Participants should mute their phones when not talking. This substantially eliminates background noise and unnecessary feedback.
4. Each Member participating by electronic means will inform the Chair of their intention to leave the meeting either on a temporary or permanent basis to ensure a quorum is maintained at all times.
5. In the event that a participant is disconnected from the meeting, that person should reconnect unobtrusively. If the disconnection of a Member causes a lack of quorum, the Chair will recess for a short break, until the Member can reconnect.
6. The Chair shall call on staff, as needed.
7. Movers and seconders for all motions will be assigned by the Administrative Officer. The Administrative Officer will read each motion and indicate the member who is moving and seconding the motion. If, when the motion is read, you would prefer to not move or second a particular motion, please advise the Chair at that point.
8. Once the motion is on the table, each Member shall have an opportunity to address the motion. Members not speaking shall not interrupt those who are speaking. When there are no further speakers to the motion, the Chair shall put the motion to a vote.
9. After the vote, the Administrative Officer will announce whether the motion is carried.

## **Protocol for Electronic Meetings Closed to the Public**

1. In addition to the protocol for meetings open to the public, everyone participating by video or audio conferencing will ensure that they are situated in a location such that others not permitted to participate in the closed session meetings are unable to hear or see any and all proceedings of the closed session meeting. Confidentiality must be maintained at all times.



*2023 Board Meeting Dates*

DATE	TIME	LOCATION
January 12 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
January 27 <sup>th</sup>	All-Day Event	<b><u>Board Introduction</u></b> Log Cabin Inn 9 Little Beaver Blvd., Seguin
February 9 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
March 9 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
April 13 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
May 11 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
June 8 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
July 13 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
August 10 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
September 14 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
October 12 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
November 9 <sup>th</sup>	6:30 PM	Via Zoom Video Conference
December 14 <sup>th</sup>	6:30 PM	Via Zoom Video Conference



# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** November 22, 2022

**Motion #** 9

That the Council of the Township of Armour supports the appointment of Jerry Brandt and Dorothy Haggart-Davis to the District of Parry Sound Social Services Board (DSSAB) Area 4 comprised of Burk's Falls, Armour, Ryerson, Kearney, Perry and McMurrich/Monteith.


**Moved by:**

- Blakelock, Rod
- Brandt, Jerry
- Ward, Rod
- Haggart-Davis, Dorothy
- Whitwell, Wendy

**Seconded by:**

- Blakelock, Rod
- Brandt, Jerry
- Ward, Rod
- Haggart-Davis, Dorothy
- Whitwell, Wendy

**Carried / Defeated**

  
\_\_\_\_\_

**Declaration of Pecuniary Interest by:**

**Recorded vote requested by:**

Recorded Vote:

- Blakelock, Rod
- Brandt, Jerry
- Ward, Rod
- Haggart-Davis, Dorothy
- Whitwell, Wendy

	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>



## Judy Kosowan

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**From:** Laura Brandt <lbrandt@magnetawan.com>  
**Sent:** November 17, 2022 12:09 PM  
**To:** Wendy Whitwell; Beth Morton; Nicky Kunkel; Brenda Fraser; Cheryl Marshall, Clerk; Judy Kosowan  
**Cc:** Kerstin Vroom  
**Subject:** RE: Ryerson EMS Appointment  
**Attachments:** 2022-305 PS District Emergency Medical Services Advisory Committee.pdf

Good Afternoon

Hope everyone is doing well 😊 Please find attached our resolution passed at Council yesterday. Ryerson's motion moving to appoint Councillor Miller to the EMS Board will be put on our December 7<sup>th</sup> Council Meeting Agenda and if no other candidates are put forth, we will be endorsing Ryerson's motion.

Have a great day

Laura

### **Laura Brandt, Deputy Clerk Recreation and Communications**

Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0  
Phone 705-387-3947 ext. 1002 | Fax 705-387-4875 | [lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)

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**From:** Kryssi Sinclair <[adminassist@ryersontownship.ca](mailto:adminassist@ryersontownship.ca)>  
**Sent:** November 16, 2022 4:00 PM  
**To:** John- armour (clerk) <[clerk@armourtownship.ca](mailto:clerk@armourtownship.ca)>; Beth Morton- Perry (Clerk/admin) <[beth.morton@townshipofperry.ca](mailto:beth.morton@townshipofperry.ca)>; Nicky Kunkel ([clerk@burksfalls.net](mailto:clerk@burksfalls.net)) <[clerk@burksfalls.net](mailto:clerk@burksfalls.net)>; Brenda Fraser-Kearney CAO <[brenda.fraser@townofkearney.ca](mailto:brenda.fraser@townofkearney.ca)>; Kerstin Vroom <[Clerk@magnetawan.com](mailto:Clerk@magnetawan.com)>; Cheryl-McMurrichMontieth (Clerk treasurer) <[clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)>  
**Subject:** Ryerson EMS Appointment

Corporation of the  
**Municipality**  
of  
**Magnetawan**

Tel: (705) 387-3947  
Fax: (705) 387-4875  
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario POA 1P0

**RESOLUTION NO. 2022 - 305** **NOVEMBER 16, 2022**

Moved by: Bill Bishop

Seconded by: Brad Kneller

**WHEREAS** the Parry Sound District Emergency Medical Services Advisory Committee is a jointly-made appointment with neighbouring municipalities;

**AND WHEREAS** Council may choose to recommend a member from Magnetawan or from another Council;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan

- o Appoints Bill Bishop to the Parry Sound District Emergency Medical Services Advisory Committee
- o Respectfully declines the appointment of a member of the Council of Municipality of Magnetawan.

Carried  Defeated  Deferred

Sam Dunnett  
Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



*Knowing our heritage  
we will build our future*

## Judy Kosowan

---

**From:** Laura Brandt <lbrandt@magnetawan.com>  
**Sent:** November 17, 2022 12:18 PM  
**To:** Brenda Fraser; Nicky Kunkel; Cheryl Marshall, Clerk; Wendy Whitwell; office@townshipofjoly.com; Judy Kosowan; Caitlin Haggart (clerk@strongtownship.com); Beth Morton  
**Cc:** Kerstin Vroom  
**Subject:** RE: Ryerson NBPS District Board of Health Appointment  
**Attachments:** 2022-304 Parry Sound Board of Health.pdf

Good Afternoon

Please find attached our resolution passed at Council yesterday. Ryerson's motion moving to appoint Councillor Abbott to the North Bay Parry Sound Board of Health will be put on our December 7<sup>th</sup> Council Meeting Agenda and if no other candidates are put forth, we will bring forward a motion to endorse for our Council to review

Have a great day

Laura

### Laura Brandt, Deputy Clerk Recreation and Communications

Municipality of Magnetawan | PO Box 70 | 4304 Highway 520 | Magnetawan, ON POA 1P0  
Phone 705-387-3947 ext. 1002 | Fax 705-387-4875 | [lbrandt@magnetawan.com](mailto:lbrandt@magnetawan.com)

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---

**From:** Kryssi Sinclair <[adminassist@ryersontownship.ca](mailto:adminassist@ryersontownship.ca)>  
**Sent:** November 16, 2022 4:02 PM  
**To:** Brenda Fraser- Kearney CAO <[brenda.fraser@townofkearney.ca](mailto:brenda.fraser@townofkearney.ca)>; Nicky- BF clerk <[clerk@burksfalls.ca](mailto:clerk@burksfalls.ca)>; John-armour (clerk) <[clerk@armourtownship.ca](mailto:clerk@armourtownship.ca)>; Jennifer - Joly (deputy clerk-treasurer) <[office@townshipofjoly.com](mailto:office@townshipofjoly.com)>; Cheryl- McMurrichMontieth (Clerk treasurer) <[clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)>; Beth Morton- Perry (Clerk/admin)

Corporation of the  
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www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario P0A 1P0

**RESOLUTION NO. 2022 - 304**

**NOVEMBER 16, 2022**

Moved by: Brad Kneller

Seconded by: J. Bishop

**WHEREAS** the Parry Sound Board of Health is a jointly-made appointment with neighbouring municipalities:

**AND WHEREAS** Council may choose to recommend a member from Magnetawan or from another Council;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Magnetawan

- o Appoints \_\_\_\_\_ to the Parry Sound Board of Health.
- o Respectfully declines the appointment of a member of the Council of Municipality of Magnetawan.

Carried  Defeated \_\_\_\_\_ Deferred \_\_\_\_\_

Sam Dunnett

Sam Dunnett, Mayor

Recorded Vote Called by: \_\_\_\_\_

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



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we will build our future*



# EASTHOLME

*East District of Parry Sound Home for The Aged*

November 23, 2022

Township of Ryerson  
28 Midlothian Road,  
RR#1,  
Burks Falls, ON P0A 1C0

Dear Council Members:

Re: Appointment to the Board of Management of Eastholme

Pursuant to the Ontario Regulation 246/22 Section 337 of the Fixing Long Term Care Act 2021 the term of office of your appointee,

GEORGE STERLING

representing your area on the Board of Management of Eastholme will expire on March 31, 2023.

Board Members are currently appointed for a four year term in accordance with Section 337 (3). from Regulation 246/22 we have included a copy of Section 336, 337 and Schedule 5.

Appointments must be agreed upon by the majority of the participating councils in your area and a resolution supporting the appointee from each council submitted to Eastholme.

Your area is Area 4 comprised of the Township of Armour, the Town of Kearney, the Township of Perry and the Township of Ryerson.

**Please inform me of his/her name, address and contact information by *March 1, 2023*.**

Regards,

Shelley Reichstein,  
Secretary to the Board.

## Judy Kosowan

---

**From:** Nicky Kunkel <clerk@burksfalls.ca>  
**Sent:** October 11, 2022 9:53 AM  
**To:** Beth Morton; Cheryl Marshall ; Brenda Paul; 'Brenda Fraser'; John Theriault; Judy Kosowan; Township of Joly ; Nancy Austin; Caitlin Haggart; Don McArthur  
**Subject:** FW: Proposal for OPP Detachment Board - Almaguin Highlands  
**Attachments:** Proposal for OPP Detachment Board - Almaguin Highlands\_Oct 7-22.docx; Almaguin Highlands\_Burk's Falls Submission (Jun-7-2021).pdf

Good morning Clerks,

Just providing an update as received. This will be one more Committee we'll have to appoint for in the new term. I'll send more as I receive it.

*Nicky Kunkel*  
Clerk Administrator  
Village of Burk's Falls

---

P: 705-382-3138 M: 172 Ontario Street; Box 160 Burk's Falls ON P0A 1C0

---

**From:** Reading, Joanna (SOLGEN) <Joanna.Reading@ontario.ca>  
**Sent:** Friday, October 7, 2022 3:06 PM  
**To:** Nicky Kunkel <clerk@burksfalls.ca>  
**Cc:** Sukhdeo, Devendra (SOLGEN) <Devendra.Sukhdeo@ontario.ca>; Reading, Joanna (SOLGEN) <Joanna.Reading@ontario.ca>  
**Subject:** Proposal for OPP Detachment Board - Almaguin Highlands

Hi Nicky,

I hope you're well. Please see the attached letter regarding the proposal for the Almaguin Highlands OPP detachment board.

We will be in touch regarding next steps as soon as that information becomes available. In the meantime, please don't hesitate to contact us if you have any questions.

Thank you, and Happy Thanksgiving.

Best regards,

Joanna

**Joanna Reading**  
A/Team Lead, Public Safety and Policing Policy  
Strategic Policy, Research and Innovation Division  
Ministry of the Solicitor General  
Tel: 437-779-9359  
[Joanna.reading@ontario.ca](mailto:Joanna.reading@ontario.ca)

## Judy Kosowan

---

**From:** SOLGENinput <SOLGENinput@ontario.ca>  
**Sent:** October 4, 2022 2:58 PM  
**Subject:** Ministry of the Solicitor General: Update - Community Safety and Policing Act, 2019 and OPP Detachment Boards

### Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416 326-5000  
Toll Free: 1-866-517-0571  
[SOLGEN.Input@Ontario.ca](mailto:SOLGEN.Input@Ontario.ca)

### Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416 326-5000  
Sans frais : 1-866-517-0571  
[SOLGEN.Input@Ontario.ca](mailto:SOLGEN.Input@Ontario.ca)



**DATE:** October 04, 2022

### MEMORANDUM

**TO:** Heads of Council and First Nations Chiefs

**SUBJECT:** Update - Community Safety and Policing Act, 2019 and OPP Detachment Boards

Good afternoon,

I am writing to share an update on the Community Safety and Policing Act, 2019 (CSPA) and the new Ontario Provincial Police (OPP) detachment board framework under the CSPA.

For municipalities and First Nations receiving OPP policing services, detachment boards will replace current police services boards and Community Safety Advisory Committees, expanding opportunities for civilian input on local OPP policing and encouraging a coordinated and collaborative approach to community safety. In spring 2021, the Ministry of the Solicitor General (the ministry) requested that these communities work together to develop proposals for the composition of their detachment boards, based on minimum requirements provided by the ministry. I would like to thank you for your work on the proposals to date.

The ministry is working towards an in force date for the CSPA between fall 2023 and winter 2024. The in-force window will narrow and be communicated to stakeholders, partners, and First Nations over the coming months. We understand that municipalities and First Nations require time to plan for implementation of OPP detachment boards and will work to ensure that sufficient time is provided between proclamation and the in-force date of the CSPA.

At this time, we are working to finalize proposed compositions for OPP detachment boards by **November 30, 2022**. Our team will be following up in the coming days with respect to the status of proposals and any related questions.

If you have any questions or concerns, please contact Joanna Reading, Team Lead, Public Safety and Policing Policy at [Joanna.Reading@Ontario.ca](mailto:Joanna.Reading@Ontario.ca).

Kind Regards,

Sarah Caldwell  
A/Assistant Deputy Minister  
Strategic Policy, Research and Innovation Division  
Ministry of the Solicitor General



Below is a summary of your responses

[Download PDF](#)

## Ontario Provincial Police (OPP) Detachment Board Proposal Form

### Purpose

Municipalities and First Nation Communities in an OPP Detachment are being asked to collaborate and develop a proposal indicating the composition of their OPP detachment board(s).

Please Note: Individual responses will remain confidential and made available only to ministry staff responsible for the dissemination of the form and analysis of results.

### Objectives

To determine the composition of each OPP detachment board.

To determine the number of OPP detachment boards.

Please complete and submit your proposal form by **June 7, 2021**.

Please select which OPP detachment you are filling this form on behalf of.

Almaguin Highlands 

Please select which Municipality/First Nation is responding on behalf of the detachment.

Burk's Falls 

Have you received approval to provide a coordinated response to the ministry on behalf of all the Municipalities/First Nations within the OPP detachment?

Yes

No

7

Please indicate the number of seats that would be allocated to each Municipality/First Nation that is represented on the detachment board.

(i.e., Municipality 1: 3;

Municipality 2: 4;

Municipality 3: 2)

4

Has a Municipality/First Nation forfeited their seat on the board?

Yes

No

Please indicate the number of community representatives within this detachment board.

2

Please list any administrative resources/infrastructures (i.e. **recordkeeping, administrative costs, meeting space, etc.**) required to support the establishment of each detachment board.

The group has decided that one part time ad-hoc secretary will be hired as a contract to perform the administration of this new Board

Are there any additional comments you would like to add for the Ministry's consideration regarding this proposal?

the membership scheme of 7 on the board will have municipalities sharing an appointee. However, there is only one provincial board representative for the Board to keep it an odd number for voting. Therefore the 60/20/20 doesn't line up. We elected to keep as many Almaguin residents interested in the Board and did our best for concerns to ensure a well rounded Board.



**Ministry of the Solicitor General**

Strategic Policy, Research  
and Innovation Division

Community Safety and  
Intergovernmental Policy Branch

25 Grosvenor Street  
9<sup>th</sup> Floor  
Toronto ON M7A 1Y6

**Ministère du Solliciteur général**

Division des politiques stratégiques,  
de la recherche et de l'innovation

Direction des politiques relatives à  
la sécurité communautaire et aux  
affaires intergouvernementales

25, rue Grosvenor  
9<sup>e</sup> étage  
Toronto ON M7A 1Y6



October 7, 2022

Nicky Kunkel  
Clerk  
Village of Burk's Falls  
[clerk@burksfalls.ca](mailto:clerk@burksfalls.ca)

Dear Nicky Kunkel,

Thank you for submitting your proposal related to the detachment board framework for the Almaguin Highlands Ontario Provincial Police (OPP) detachment to the Ministry of the Solicitor General (the Ministry).

The Ministry is currently working with municipalities and First Nations to finalize incomplete proposals by November 30, 2022. We have reviewed your submission and determined that your proposal meets all requirements, and no further action is required on your part at this time. As the lead for the proposal, we ask that you share this information with the communities that were engaged in its development.

The Ministry is working towards an in force date for the *Community Safety and Policing Act, 2019* (CSPA) between fall 2023 and winter 2024. The in-force window will narrow and be communicated over the coming months, along with more information on next steps. We understand that municipalities and First Nations require time to plan for implementation of OPP detachment boards and will work to ensure that sufficient time is provided between proclamation and the in-force date of the CSPA.

Thank you again for your submission.

Sincerely,

Sarah Caldwell  
A/Assistant Deputy Minister



## Staff Report

To:	Ryerson Township Council
From:	Judy Kosowan, CAO/Clerk/Deputy Treasurer
Date of Meeting:	December 6, 2022
Report Title:	Bill 23, More Homes Built Faster Act
Report Date:	November 29, 2022

### **Recommendation:**

BE IT RESOLVED that Ryerson Township Council oppose Bill 23, More Homes Built Faster Act, 2022, which in its current state will affect nine pieces of current legislation, potentially having a severe impact on environmental protection, heritage preservation, public participation and negatively impact residential tax rates;

AND that the Ministry of Municipal Affairs and Housing be requested to extend the commenting period for all components of Bill 23, to allow for a more informed consultation period;

AND FURTHER that a copy of this resolution be sent to the Honourable Doug Ford, The Honourable Steve Clark, Minister of Municipal Affairs and Graydon Smith, M.P.P. Parry Sound Muskoka

### **Purpose/Background:**

Attached are two letters from Minister of Municipal Affairs and Housing dated October 25, 2022 and November 15, 2022, regarding Bill 23 More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-2023.

Also attached is correspondence from the Almaguin Climate Action group regarding Bill 23 Build More Homes Faster Act.

Municipal Councils are adopting resolutions voicing concerns in opposition to this legislation. There has been an exceptionally small timeframe to comment on the Act and particularly, in the midst of change of councils after the municipal election.

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2022-4624

October 25, 2022

Good afternoon,

On October 25, 2022, our government released [More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-2023](#) that proposes bold and transformative action to get 1.5 million homes built over the next 10 years.

Details about the range of measures in our plan can be found in the [news release here](#).

The More Homes Built Faster Plan proposes policies and tools that reflect recommendations from the [Housing Affordability Task Force Report](#) and builds on [More Homes, More Choice](#) and the [More Homes for Everyone Plan](#). Our plan also draws on many elements from AMO's 2022 A Blueprint for Action: An Integrated Approach to Address the Ontario Housing Crisis and ROMA's 2022 Task Force Report on Attainable Housing and Purpose-Built Rentals. These changes are providing a solid foundation to address Ontario's housing supply crisis over the long term and will be supplemented by continued action in the future.

Our government has also introduced the More Homes Built Faster Act, 2022, and is seeking feedback on the changes proposed under the legislation and associated regulations. Additionally, various housing and land use policy reviews – including a housing-focused policy review of A Place to Grow and the Provincial Policy Statement, with a theme of supporting rural and northern housing – are being undertaken to identify and remove barriers to getting more homes built. These and other related consultations can be found through the [Environmental Registry of Ontario and the Ontario Regulatory Registry](#).

We encourage you share this information with senior staff in the municipality and to inform the newly elected head of council and council members. Our government is building a strong foundation for action that will continue to ensure Ontario is a prosperous and growing province – and the best place in the world to call home. We look forward to continued collaboration with our municipal partners to get more homes built faster.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark  
Minister

- c. The Honourable Michael Parsa, Associate Minister of Housing  
Kate Manson-Smith, Deputy Minister  
Ryan Amato, Chief of Staff, Minister's Office  
Joshua Paul, Assistant Deputy Minister, Housing Division  
Municipal Chief Administrative Officers

## Judy Kosowan

---

**From:** Minister (MMAH) <minister.mah@ontario.ca>  
**Sent:** November 15, 2022 1:19 PM  
**To:** Judy Kosowan  
**Subject:** Letter from Minister Steve Clark (4885)

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-  
7000

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Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



Ontario

234-2022-4885

November 15, 2022

Your Worship  
Mayor George Sterling  
Township of Ryerson  
clerk@ryersontownship.ca

Dear Mayor Sterling and Council:

Please accept my congratulations on your success in the recent municipal elections. I want to thank you for your decision to serve the public, and I look forward to working with you throughout the upcoming term.

As a former mayor, I know firsthand just how important municipal government is to Ontarians. I also know your constituents expect local government to be effective and responsive as you deliver critical local services, and that you expect the same in our relationship.

Throughout my time as Minister of Municipal Affairs and Housing, I have been proud to work with mayors and councils across Ontario to deliver on our shared priorities. I value the expertise and advice I have received from local governments, which has helped shape our decision-making to date.

There is much work ahead of us. Our government is working hard to make living in Ontario more affordable. Bill 23, the More Homes Built Faster Act, takes bold action to advance our plan to address the housing crisis by building 1.5 million homes across Ontario over the next 10 years. We will continue to work with all our municipal partners to get shovels in the ground and build more homes faster.

As we work together to serve the people of our great province, I want to hear about the challenges you face. I know that local representatives understand their communities and that you can help us ensure that local government is working harder, smarter and more efficiently. Best wishes to you and to council for success over the next four years.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Dear Mayor and members of 2022-26 Council,

**From Almaguin Climate Action (ACA) re Bill 23 the Build More Homes Faster Act. (We ask you to share this document with your CAO and all other relevant staff members.)**

**We realize that you have not yet been sworn in as Mayor and Council, however, the matter at hand is of such urgency that we are sending this request to you now. An immediate response to Bill 23 is required from municipalities. We have put together some of the serious implications to municipalities and to Almaguin below with a request to Council. Please share this with your clerk to circulate to all councillors as we are only able to use emails posted during the election period for contact.**

**Both municipal and individual submissions to the public consultation are important. The deadline set by the Province for submissions to the public consultation are important. The deadline set by the Province for submissions is Thursday, Nov. 17 at 7pm: <https://www.ola.org/en/apply-committees>**

Almaguin Climate Action (ACA) urges you to join municipalities across the province and take action to speak out against Bill 23, the Build More Homes Faster Act. We call on you to identify the Bill's abuse of power, expose the implications of key measures in this Bill and call on Premier Doug Ford and MPP Graydon Smith, one of the co-creators of this bill, to withdraw it immediately.

Bill 23, the Build More Homes Faster Act, is an assault on municipal governance, public consultation, and critical climate decision-making both locally and across the province.

The seriousness of this Bill cannot be understated. It limits municipal powers to enact *any* policies around land use, climate action, wetland protection, regional/District decision-making, building, and watershed-wide decision-making. It disregards Indigenous and Treaty rights. It strips municipal powers. Bill 23 gives the province the right to supersede municipal decisions, including Official Plans; to override the planning proposals and the advice of staff; and to ensure that any significant responses to the Climate Emergency are unattainable.

Intentionally introduced post-election with a very short response timeline, this Bill does not give new councils adequate time to respond. We understand and empathize with the challenges this presents to you as you transition to new members on Council taking over important municipal governance. In spite of this political move by the Ford government, Almaguin Climate Action (ACA) urges you to do an in-depth analysis of this legislation and respond with urgency.

Among the most significant concerns are:

- **Less not more affordable housing** will be the outcome of this Bill. Housing experts, including this government's own advisory board, state the urgent need for both an efficient use of limited resources, materials and infrastructure, and the need for densification in existing communities to meet the housing crisis. This bill will not deliver more housing, just bigger housing with more massive sprawl into rural areas – a developer's dream.
- **Changes to the Planning Act will impact site plan approvals.** Some requirements for plans of subdivision, industrial parks, businesses and site plan approvals will not require approval. By amending sec. 23 of the Planning Act, Ministerial Zoning Orders can be used to overturn

municipal decisions. This could open Almaguin to massive development exploitation at a time when protecting Almaguin for future generations has become an increasingly shared value across the District.

- **Development fees, community benefit charges and parkland requirements will be removed** including but not limited to affordable housing. This will seriously diminish the ability of municipalities to do their own planning, to manage their own budget, to protect any land, or have policies to try and protect the environment or the economy.
- **Tax increases** will be the only way for municipalities to pay for development when these development fees and permitting approvals are removed at the municipal level in order to expedite building. Municipalities will need to pay for the infrastructure services into these new developments in spite of being unable to collect development fees. There is no guarantee that the savings to developers to expedite building will reduce costs and make housing more affordable.
- **Ecological, wholistic watershed planning is eradicated.** It is being replaced by political boundary decision-making which will eradicate the integrated planning of lower tiers of government. As written, it will seriously compromise our region's ability to protect wetlands, forests, farmlands and fragile ecosystems. Decision-making will be fragmented and resources inadequate to do the job in every little community. This is a gift to developers and they are celebrating. It is also a nail in the coffin of climate mitigation and adaptation.
- **Green Building Standards are gutted.** The provisions of this Bill particularly attack municipalities' ability to require green building standards some of which are already in place in many communities across the province. While our local municipalities across Almaguin were only just on the verge of developing green building initiatives, this provision will seriously impact our ability to put the necessary standards in place. This means that it will be more difficult to build energy-efficient, climate resilient buildings which are both more affordable for residents and essential if we are to meet the legislated commitments to reduce GHG emissions as adopted by both District and municipalities across Almaguin.
- **Climate Action will be restricted.** We know buildings and transportation are the two highest sources of greenhouse gas (GHG) emissions. Implementing upfront building standards (low carbon materials, air-source heat pumps) is far cheaper than the cost of retrofits down the line and saves home-owners considerable energy costs. Bill 23 will severely restrict and even eliminate the ability of a municipality to require this upfront energy efficiency in the design of new housing.
- **Wetlands will be redefined.** This legislation changes the criteria for the designation of critical wetlands and will result in the removal of some of our most essential natural heritage. The new criteria will make it difficult to protect wetlands from development. This weakens our ability to respond to climate change, maintain essential biodiversity, prevent flooding in extreme weather events and retain irreplaceable carbon sinks.
- **Conservation Authorities stripped of power.** Conservation Authorities (CA) will no longer rule on the environmental impact of a proposed development on protected farmland (our food



security), habitat, and waterbodies. The CA will not be able to prevent construction debris from impacting water supplies. This Bill opens the door to more contamination of land and water, more flooding and landslides. While we do not have a Conservation Authority in Almaguin, we are working hard to implement an Integrated Watershed Management Plan to make land use planning decisions to protect both the economy and ecological integrity of Almaguin, an imperative if we are to respond to the urgency of the climate crisis. This Bill will jeopardize not only our region's opportunities to make climate responsible decisions across all jurisdictions but it will also harm climate resiliency across all of Ontario.

- **It violates Treaty and Indigenous Rights.** Consultation and reconciliation efforts are not addressed in this Bill. Nowhere is there room for an Indigenous voice at the table.
- **Bill 23 overrides Democratic Rights.** Bill 23 removes requirements regarding public notification and public meetings on planning matters and removes the right for citizens to appeal planning decisions. These provisions infringe on our democratic rights and principles and must not be supported.
- **It overrides municipalities' right to manage their money.** Bill 23 requires municipalities to spend or allocate 60% of reserve funds annually making it difficult if not impossible to use development charges to gather funds for large infrastructure projects and for future needs for infrastructure growth.
- **Reduces the number of affordable housing units and restricts time periods for affordability.** While removing exclusionary zoning, it is watered down to have little impact on increasing affordable housing with compact, low cost, multiple-unit housing within our communities. We need to be able to add townhouses, semi-detached and walk-up apartments to our existing neighbourhoods to ensure the need for fewer cars, to provide walkable access to services, and to increase public transit within and between our communities. This Bill will instead build sprawl into our rural areas with irreversible consequences both to the landscape, the watershed, and to GHG reduction targets.

Many other municipalities are working night and day to respond to this egregious legislation. We urge you to be part of a unified voice of municipal dissent from across the province. The only benefactors of this legislation will be a few developers and land speculators who will profit enormously. Bill 23 is a developers' charter for unrestrained and unregulated growth. It will not contribute to more affordable and attainable housing. Instead, it will undermine our ability to build climate resilient, livable and affordable neighbourhoods. It will gut environmental protections and prevent decisive climate action.

The Secretary General of the UN, at the opening of COP27 last week said, "We are on the highway to climate hell with our foot firmly on the accelerator." Bill 23 is a Made in Ontario example.

We ask you, our local leaders, to join other municipalities and organizations across the province. Together, we must stand up and say "Stop!"

Best Regards,

Al Bottomley (Sundridge), Susan King (Emsdale), Deborah Kurtze (Armour Township), Christine Lauffer (Armour Township), members of ACA



**705-382-2900**  
**[www.almaguin-health.org](http://www.almaguin-health.org)**

**Minutes:** November 3, 2022, 10.00 am via Zoom and in the AHHC boardroom

Present: Rod Ward (Chair), Carol Ballantyne, Joe Vella, Dennis Banka, Cathy Still, Norm Hofstetter, Barbara Belrose, Tom Bryson, Brad Kneller, Margaret McPhail, Candy Shuker (Secretary)

Regrets: Marianne Stickland (Vice Chair)

Guests: Courtney Metcalf (ACED), Kevin MacLeod (BFFHT)

Called to order at 10:00 am by Chair R. Ward

1. 2022-23 Moved by C. Still - Seconded by. T. Bryson.  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the regular meeting of October 6, 2022. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** None
4. **RESOLUTIONS PASSED:** None
5. **ITEMS FOR DISCUSSION**
  - A) **Discussion regarding "Ontario Announcement (OHT)** The Ontario government, in partnership with Ontario Health, has approved three new Ontario Health Teams in Northern Ontario: Maamwesying, City & District of Thunder Bay and Kiiwetinoong Healing Waters. With these three new teams, Ontario will have a total of 54 Health Teams.
  - B) **Stats-Q2-OTN (July- Sept)**

K. MacLeod shared an update on the stats for Q2 for OTN. There was a total of 35 visits, with all visits from local residents. This is nearly double from Q1. OTN is operating at full capacity with 19 hours per week. The coordinator has also been supporting COVID-19 immunizations.

C) **Support of Resolution for MAHC.**

The following Municipalities have supported Resolution 2022-266 as issued by the Village of Burk's Falls to maintain MAHC services at the Almaguin Highlands Health Centre:

Township of Ryerson, Town of Kearney, Village of Sundridge, Township of McMurrich-Monteith, Township of Perry, Township of Machar, Village of Sundridge, Township of Strong, Township of Armour and Municipality of Magnetawan.

D) **MAOHT Recruiter Funds:** Deferred until next meeting.

2022- 24 Moved by C. Ballantyne - Seconded by T. Bryson

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 10:18 am to meet again on December 1, 2022, at 10:00 am. Carried.

Location will be in person at the AHHC unless notified otherwise.

DRAFT

**Media Contact:**

Susan Ilott  
Hollywood North Studios  
Almaguin, Ontario  
437-345-0127

**Magic Door Films and Princess Gates Entertainment  
Announce the creation of Hollywood North Studios.  
Canada's most dynamic Film Studio Complex.**

November 22nd, 2022

Armour, Ontario – Angelo Paletta the President of Princess Gates Entertainment along with award winning director Stephen Wallis are proud to announce the creation of **Hollywood North Studios**. Northern Ontario's most exciting new Studio Complex nestled in the Almaguin region of Northern Ontario.

Located on the twenty acre Armour Industrial Park, in Armour Ontario, the world class sound stages will commence building in 2023. Opening to the public in 2024. The Studio Complex will soon include Canada's most diverse Back Lots.

Over time, the Back Lots will encompass many acres of spectacular facades close to main complex. Hollywood North will showcase their New York, London and a specially created Christmas Town initially. The latter aimed at providing the perfect location for the myriad of Christmas films shooting in Canada presently.

Hollywood North Studios is planned to be the largest complex of its kind in Northern Ontario. Creatively run by Wallis and Magic Door Films with the initial stages financed by PGE, the studio provides production companies with world class sound stages while being able to access a vast selection of facades.

"I'm excited to join Stephen in creating a world class region for film and television production" says Angelo Paletta. "Our goal is to provide the best opportunity for creators to reach their dreams. Through PGE, tax credit financing, gap, P&A and equity opportunities will be reviewed and may qualify under PGE's strict guidelines." Wallis concurs stating "We're a studio created by filmmakers for filmmakers. Our goal is to help Canadian films get a step up in competing worldwide by providing a world that's built for them to succeed. Tax credit advantages alongside creative ones make for a perfect combination for artists to find success".

Northern Ontario's most southern studios are located in Armour, Ontario with the Back Lots being located throughout the Almaguin region. Just two hours from Toronto the Studio provides world class facilities and a world class resort area for filmmakers to enjoy both while shooting and after their day is done.

Burk's Falls Mayor Cathy Still says "that after working with Stephen Wallis and his team for the past years, I'm excited that Hollywood North is ready to become a reality and that they have chosen to locate in our region". I look forward to watching them succeed.

Armour's recently retired Mayor Bob MacPhail, a key person in getting the studio into Armour stated "It is wonderful news that Stephen and Hollywood North Studios are moving ahead to the next phase. From "Day One" I have been intrigued by this unique business and the opportunities it will bring to Armour Township."

Wallis added "Angelo and I have taken to heart the needs and asks of Canadian filmmakers. It's our goal to make the Almaguin region the best film region in Northern Ontario and to make it the preferred choice of production companies and artists. To create a place that they can call home."

The Film complex will open in 2024.

For further information, please contact directly at 437-345-0127

November 14, 2022

## **Councils across the North start a New Chapter**

The Federation of Northern Ontario Municipalities (FONOM) is the unified voice of Northeastern Ontario, representing and advocating on behalf of 110 cities, towns, and municipalities.

Our mission is to improve the economic and social quality of life for all northerners and ensure our youth's future.

The FONOM Board wishes to congratulate your council as you begin your four-year term. Please consider FONOM as a resource, and please keep us informed on issues of regional importance.

As Northern Municipalities, we have unique challenges. We will address those challenges by working with our neighboring communities, our district association, and FONOM.

Sincerely,



Danny Whalen  
President

# FONOM

Federation of Northern Ontario Municipalities

November 22, 2022

## **FONOM welcomes new Highway Safety Standard**

The Federation of Northern Ontario Municipalities (FONOM) is applauding the provincial government's recent announcement that bare pavement on Northern highways will now be required within 12 hours of a winter storm.

"FONOM would like to thank Minister of Transportation Caroline Mulroney and the provincial government for making this critical change," said FONOM President Danny Whalen. "Highways in Northern Ontario connect our communities; and having highways 17 and 11 cleared quicker after the minimal standard is reached is important for road safety."

Previously this year, the province announced the 2+1 Highway pilot project on Highway 11 north of North Bay and the work of the Northern Ontario Transportation Task Force as steps to ensure highways 11 and 17 serve the residents of the North.

FONOM will continue to work with the Ministry and Ford Government on matters of importance to our member municipalities. The FONOM Board will continue this advocacy during the Rural Ontario Municipal Association conference this January.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal government in Northern Ontario and strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from Northeastern Ontario and is governed by an 11-member board.



President Danny Whalen  
705-622-2479



## MAHC Planning for Two New Hospitals Moves to Next Stage

(Monday, November 21, 2022, Muskoka, ON) – With provincial government support for two new hospitals, Muskoka Algonquin Healthcare (MAHC) is commencing the next stage of the Ministry of Health’s capital planning process for hospitals.

“This is an exciting time for MAHC to continue the momentum of [Premier Doug Ford’s announcement](#) in April,” says Moreen Miller, Chair of the MAHC Board of Directors. “The Board is grateful to have provincial grant money specifically to continue our planning journey. We are thrilled that our vision to reimagine local health care with a new hospital on the existing land in Huntsville, and a new hospital on new land in Bracebridge is moving closer to reality.”

In Stage 1.3 of the Ministry’s process, known as the Functional Program, the planning to meet the communities’ future needs becomes more refined, as well as the space required to deliver safe, high-quality care.

“We know today that our hospitals are too small and too old, and our communities deserve better for future generations,” says MAHC President & CEO Cheryl Harrison. “More detailed program and service planning will occur between now and December 2023 to ensure our two new sites meet the future health care needs of patients and families in Muskoka and East Parry Sound, while also being affordable for the community.”

In September, the MAHC Board formed a Capital Redevelopment Steering Committee to provide governance oversight for the planning work. MAHC has also established a Capital Redevelopment Operations Committee comprised of members of MAHC’s leadership team, physician leaders, hospital foundation representatives, and project consultants to work through the Stage 1.3 requirements, reporting to and making recommendations to the Board’s steering committee. User groups made up of MAHC team members, patients, family members, caregivers, community partners and stakeholders will be directly involved in this stage through a series of engagement sessions.

“Community feedback has shaped our plan for two new hospital sites and the Ford government supports our plan,” says Harrison. “Now we will work closely with our teams to describe future services in greater detail, the staffing required, and work through the physical space planning – moving from where we left off with generalized spaces to more in-depth diagrams as we reimagine Muskoka’s hospitals.”

The work in this stage will also help to better understand the magnitude of the cost of the future builds and establish a committed approach to how the total project, including equipment needs, will be funded. A significant focus over the next year will be securing the funding commitments required to satisfy the Ministry’s requirement for how the community will pay for the “local share” of the project that the Province does not cover.

“We know that by the time we are at the stage of building the two new hospital sites, construction costs will have increased,” says Miller. “In the past three years, a lot has changed. The preliminary estimates from the earlier planning stages will be refreshed to reflect the changed environment



and the effects we have all seen result from the COVID-19 pandemic. We are eager to continue our dialogue with area municipalities and our Foundations which we are relying on to raise the local share. Without a formal plan to raise the local share, our project will not move forward.”

MAHC hopes to submit the Functional Program by the end of 2023. To learn more about this stage of planning and to follow along in our journey, visit [www.mahc.ca/planning-for-the-future](http://www.mahc.ca/planning-for-the-future).

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*Muskoka Algonquin Healthcare (MAHC) is a multi-site health care organization accredited with exemplary standing that provides acute care services at the Huntsville District Memorial Hospital and South Muskoka Memorial Hospital in Bracebridge. Find out more about Muskoka Algonquin Healthcare by visiting [www.mahc.ca](http://www.mahc.ca). Connect with us on [Twitter](#), [Facebook](#) and [Instagram](#).*

**For more information or to arrange an interview, please contact:**

Allyson Snelling, Corporate Communications Officer  
705-789-2311 ext. 2544; [allyson.snelling@mahc.ca](mailto:allyson.snelling@mahc.ca)