

BURKS FALLS, ARMOUR, RYERSON TRI-COUNCIL MEETING - AGENDA

Monday February 27, 2023– 7:00 p.m.

THIS WILL BE A COMBINED IN-PERSON/ELECTRONIC MEETING

Armour Ryerson Burks Falls Memorial Arena
(Upstairs room, elevator available)
220 Centre Street, Burks Falls, Ontario

Contact the Ryerson Township if attending electronically, for meeting access information.
705 382-3232 clerk@ryersontownship.ca

1. Host, Ryerson Township: Mayor Sterling Welcome and Call the meeting to Order
2. Approve Notes from Tri-Council meeting October 3, 2022 (Resolution)
3. Presentation: Jessica Taylor, Municipal Program Manager, Food Cycle Science, Results of Survey from the FoodCycler Pilot Program
4. 2023 Budgets & Reports:
 - 4.1 Burks Falls and District Historical Society
 - 4.2 Burks Falls, Armour, Ryerson Union Public Library
 - 4.3 Armour, Ryerson & Burk's Falls Memorial Arena and Community Centre
 - 4.4 TRI R Waste Management
 - 4.5 Burk's Falls & District Fire Department
5. Other Business: Community Fireworks, Burks Falls proposed budget increase
6. Next quarterly meeting date: Monday May 29, 2023. (Armour host)
7. Adjournment (Resolution)

TRI COUNCIL
VILLAGE OF BURK'S FALLS / TOWNSHIP OF ARMOUR / TOWNSHIP OF RYERSON
NOTES OF MEETING
OCTOBER 3, 2022

The combined in person/virtual TRI Council meeting was held on Monday, October 3, 2022 at the Armour Ryerson Burk's Falls Memorial Arena hosted by the Village of Burk's Falls.

Council members in attendance:

Township of Armour: Mayor Bob MacPhail, Councillors Rod Blakelock, Rod Ward, and Wendy Whitwell. Staff: John Theriault, Clerk-Treasurer/Administrator; Charlene Watt, Deputy Clerk, Amy Tilley, Waste Management Administrator.

Township of Ryerson: Mayor George Sterling, Councillors Joe Vella, Penny Brandt, Delynne Patterson, and Celia Finley. Staff: Judy Kosowan, CAO/Clerk, Nancy Field, Deputy Clerk, Brayden Robinson, Treasurer, Dave McNay Fire Chief, Ken Stevenson, Deputy Chief and Cam Haffner, Fire Prevention Officer.

Village of Burk's Falls: Mayor Cathy Still, Councillors Rex Smith and John Wilson. Staff: Nicky Kunkel, Clerk Administrator, Tammy Wylie, Treasurer, Graham Smith Arena Manager and Christina Merrick, Arena Operator.

1. The meeting was called to order at 7:00 pm by Mayor Still.
2. No declarations of pecuniary interest were made.
3. Resolution No. 2022-10-01 Moved by John Wilson Seconded by Penny Brandt
That the notes of the Tri Council meeting of June 6, 2022 be accepted as presented. Carried.
4. Share Services 2023 Preliminary Budget Presentations

A. Fire Department

The Fire Chief Dave McNay reviewed the budget submitted. He expressed that some accounts had zero balances in 2023 as they were consolidated with other accounts; office supplies now have phone and wages includes some training and other costs related to staffing. He indicated he will be adding \$30,000 to line 16-211 as capital to expand the current fire hall to accept the donation of a 38' long aerial truck. With the new mandated firefighter training requirements being implemented by the Ontario Fire Marshall's office the Chief has instituted a new system for paying the volunteer department members that better reflects the training levels and service to the Department. New recruits will receive \$18.00/hr per call (service) and training. Once they pass recruitment training it will increase to \$20/hr and after Firefighter I certification it will increase to \$22/hr and then upon completing Firefighter II / HazMat it will be \$26/hr. Dispatch is set to be \$26/hr. Acting Captains will receive \$28.00/hr and Captains will receive \$30/h. Deputy Chief remuneration will be \$32.50/hr and the Chief \$35/hr.

The Fire Chief also explained that the burn building is still in the budget at a share of 1/5 of the costs, but the regional Chiefs are waiting on approval from the Province to use sea containers as burn buildings. Huntsville and Lake of Bays does have a regional one that the Department could rent.

Questions were raised on the aerial donation and clarification was provided that the truck was slated to be replaced in 2025. The donation will provide the Department a more suitable vehicle as well as relief to the 2025 budgets. The pumper truck that was slated for replacement in 2022 will be replaced in 2024 as the RFP process has been completed. There was explanation on the RFP process, that there was industry consultation and that this was not the only department that only received one tender submission. The next term of Council will quickly have to decide to accept the tender that was submitted to maintain the price quoted.

B. Waste Management

The Waste Management Administrator Amy Tilley presented her budget. She explained that there will be a new blue box system for 2025 and she continues to work on how that will be implemented. The producer responsible system will see someone else pay for the hauling, processing, and disposal of recyclable materials. However, the landfill will continue to be responsible for the buildings and utilities. There is more work required to finalize and as it is required Councils will be kept up to date.

Ms. Tilley explained the compaction machine that saves the department in expensive fees needs to be refurbished. She reviewed the capital items with the Councils.

There was concern that the landfill area was not being adequately monitored and black garbage bags and recycling materials were being put in the landfill pile. It was acknowledged that while the two staff present on site do their best to monitor, it does happen. It also happens in reverse, where landfill material is put in with recyclables. More staff would be needed to eliminate the problem. They do try to catch as much at the gate as possible.

There was clarification that a local resident is collecting some scrap metal at the site, as they had helped out in the past when the company we were using didn't pick up on time. We have since switched to another company and the bin on site is rented and we also pay a fee to have it hauled to the scrap yard. The money we make off of the scrap is minimal in comparison to this cost. The local person that hauls some of the metal away, receives money for it at the scrap yard and it isn't.

C. Arena

Arena Manager Graham Smith presented the reports recapping the operations of 2022 and highlighted several items. The elevator project will not be completed until after the TSSA strike is over so that the elevator can remain in operations. While making summer ice there were two breakdowns that were repaired: the dehumidifier and the Zamboni. Both have capital items in the 2023 budget. Operations for 2023 will be better aligned with pre-pandemic operations including additional rentals, a full staff complement, and continuing success with Booking and a new debit machine.

Capital items for the Arena include the recommendation of the Zamboni technician to replace the engine in the machine since the body and frame are in great condition. This will further extend the life and the trade in value of the machine. The 445 machine currently in the Zamboni would be switched to a modern Mitsubishi motor. This also provides 5-7 years for Councils to save up on the replacement which is slated to be a \$140,000+ electric unit. The arena's mechanical service company suggested replacing the one large 3-motor dehumidifier with two units (one motor each) at either end of the arena to produce better air flow and has the same capacity to remove the humidity from the ice area.

5. BFAR Union Public Library 2023 Budget

Librarian Nieves Guijarro presented the draft 2023 budget as provided. She explained that the budget includes 7 additional hours for a staff member in the wage account and there are no other changes to operations for the coming year. There are cost of living expenses for the various expenses due to annual increases. She noted the rest of the discussion would be later in the agenda under the expansion of the library.

6. 10 Capital Plan for Shared Services

Burk's Falls Clerk Nicky Kunkel presented the report in the agenda explaining that the staff of the three communities met to review the 10-year capital plan for each of the shared services. Staff want to highlight that this is a plan and guide for capital needs but must remain a flexible living document. Priorities and costs will change due to economic impacts and Council priority changes. The Plan does allow each Council to see the needs of the service in conjunction with their own municipal budgets that will assist with ensuring affordable, sustainable, and fiscally responsible budgets.

Discussion included that as grants are announced a combined-3-Council application could be made for the service based on the Plan to further reduce the impacts to each municipality. The Plan may require that a capital item move forward prior to the year of replacement date if a grant is available. Again, the 10-Year capital plan will remain flexible.

7. New Business

- a. The letter sent from the Village of Burk's Falls to the Townships of Armour and Ryerson asking for additional funds for Canada Day fireworks was discussed. Armour Council would like to see local Fire Departments be trained to set off the fireworks to reduce costs. It was discussed that Fire Departments were contacted and asked but were not available or didn't have licensed members to do the fireworks. An option would be to change the day of the Fireworks to find another department that may be available. Then there was the question of donating to the Department for firing the fireworks off. Conclusion was that Armour and Ryerson will discuss the letter and reply to the Village now that the process has been confirmed.
- b. The letter from the Township of Armour to the Village of Burk's Falls expressing their desire to keep the theatre building intact as a community service and not the library was discussed. Armour Council is concerned for the economic impact with the loss of the service as well as the age of the building and feel an engineering study is required to determine if the structure can withhold a library. The Library Building Committee is investigating and researching two options: 172 Ontario Street and the current location with an expansion. They have not completed the

research to present to the Library Board. Once the Library Board has made a decision to recommend one location over the other the Board will present to the Tri Council table for their consideration for funding.

- c. Mayor Still added the Shared Services Agreement to the agenda at the top of the meeting for discussion and record taking purposes. The Agreement automatically renews for a 5-year term on January 1, 2023 and each Council should be aware so if changes are to be suggested there is time for consideration prior to the expiry at the end of the year. There was no discussion.

- 8. Next meeting is February 27th, 2022 with Ryerson hosting.

Resolution No. 2022-10-02 Moved by Rex Smith Seconded by Rod Ward

That the Tri Council meeting hereby be adjourned at 2035. Carried.

January 8, 2023

BURK'S FALLS and DISTRICT HISTORICAL SOCIETY
2023 - 2024 BUDGET

Description	March 2021 to Feb. 2022 Actuals	March 2022 to Feb. 2023 Estimate	March 2023 to Feb. 2024 Estimate	Notes
Revenues				
Surplus	(\$11,148.71)	\$0	\$0	Balance in bank account
Public donations	(\$50.00)	(\$1,000)	(\$1,000)	
Legion donation	(\$1,000.00)	(\$500)	(\$1,000)	
Municipal grant - Armour	(\$5,000.00)	(\$5,000)	(\$5,000)	Grant requested from Armour
Municipal grant - Ryerson	(\$1,500.00)	(\$5,000)	(\$5,000)	Grant requested from Ryerson
Municipal grant - Burk's Falls	(\$5,000.00)	(\$5,000)	(\$5,000)	Grant requested from Burk's Falls
Provincial operating grant	(\$1,545.00)	(\$1,545)	(\$1,545)	Yearly provincial grant
Federal COVID Reopening Fund	(\$5,000.00)	\$0	\$0	
Memberships	(\$110.00)	(\$200)	(\$200)	
Sale of books	(\$30.00)	(\$60)	(\$80)	
Sale of mugs	\$0.00	(\$100)	(\$100)	
Miscellaneous	(\$50.00)	(\$100)	(\$100)	
Summer student grant	\$0.00	(\$6,800)	(\$6,800)	YCW & Canada Summer Grant
Fundraising events	\$0.00	(\$1,200)	(\$1,500)	Heritage Days/Physic Days
Interest	\$0.00	(\$9)	\$0	
Total revenues	(\$30,433.71)	(\$26,514)	(\$27,325)	
Expenditures				
Salaries & Benefits	\$11,045.70	\$14,000	\$15,000	Part time summer employee 2020
Telephone	\$113.00	\$113	\$113	
Internet/Website	\$1,180.13	\$1,200		
Grass cutting/snow removal	\$0.00	\$0	\$0	
Office supplies	\$685.17	\$1,216	\$822	
Accounting	\$141.25	\$300	\$300	
OHS membership	\$65.00	\$65	\$70	
Advertising	\$360.47	\$3,000	\$3,000	
Archival Materials	\$2,035.73	\$2,000	\$2,500	Framing/frame repairs/supplies
Artifact Purchases	\$0.00	\$500	\$500	
Special events	\$0.00	\$1,000	\$800	
Pest control	\$0.00	\$0	\$0	
Maintenance & supplies	\$2,707.02	\$1,500	\$1,500	Paint/shelving/Window Blinds
Insurance	\$927.72	\$1,000	\$1,200	
Book purchases	\$0.00	\$120	\$120	Historical books to sell
Miscellaneous expenditures	\$0.00	\$400	\$100	
Donations	\$125.00	\$100	\$100	Remembrance Day Wreath/Memorials
Total expenditures	(\$19,386.19)	\$26,514	\$27,325	
Surplus/Deficit	(\$11,047.52)			



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

January 8, 2023

Annual Report March 2022 – February 2023

Hello Council Members. I would like to congratulate all new and returning councillors elected in the Municipal Election in October 2022. I thank you for this opportunity to provide you with an update on the Burk's Falls and District Historical Society.

Watt Century Farm House

The Annual General Meeting was held on March 21, 2022. Re-elected was Diane Brandt - President, Nieves Guijarro - Vice-President and Charlene Watt – Secretary. The position of Treasurer was unable to be filled and was therefore held over to the April meeting. Kendra Kellas accepted the position of Treasurer at the April meeting.

In April the donation of a dresser, side table and bed circa 1950s for the upstairs bedroom facing the road arrived. These items belonged to Betty Caldwell, one of the founding members of the Historical Society in 1994. The bed itself has been in the Caldwell family for 4 generations. The side table and dresser Betty acquired from an Antique Dealer. All three items are spooled. This room was dedicated to Betty Caldwell in honour of her 90th birthday at Heritage Day on July 9, 2022.

Many items have been donated throughout this past year. To name a few: a cabinet television set with a walnut finish and purchased from the T. Eaton Company, a pony grader, many smaller sized farm tools, top of a cream separator, rocking chair with cane seat and back, shoe shine kit, topographical maps, newspapers, two match book covers – one with a Shell Logo and the name Hunter Bros.; the other with the Hotel Central name, a war bag belonging to Private Kelsall from Katrine area as well as various more items.

In September a display cabinet was donated. The cabinet is 9' long, 29" wide x 30" high. This cabinet was originally built by the Knight Bros. Company Ltd. who had a factory in Burk's Falls on the Magnetawan River.

Our part-time employee Kendra, returned in June. She started with giving the washroom, library and dining room a fresh coat of paint. The farm house was also cleaned and displays prepared to get ready for opening day at the end of June. Preparations were also being made for Heritage Day together with a Firefighter Challenge which is held each year on the second Saturday of July in partnership with the Township of Armour. As well as the Firefighter Challenge, new this year there was a Mini Challenge and a Vendors Market. There was a large crowd in attendance of which 91 signed the guest book inside the farm house.

The Watt Century Farm House was open to the public Thursday through to Monday 11:00 a.m. to 4:00 p.m. and closed Tuesday and Wednesday from the end of June through to September 4.



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Heritage Centres

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In August the Municipality of the Township of Armour had a stairlift installed. We are currently awaiting electrical inspection and then it will be operational. We are very grateful to the Township of Armour for this much needed piece of equipment.

In September, Kendra gave the kitchen and pantry a new facelift and painted the rooms a light green.

In mid-October two representatives from Northland Power, Conrad and Rob, requested to have a tour of the farm house. In 2019 Northland Power transferred ownership of the Watt Farm House to the Township of Armour and they were interested in seeing the work that had been done. As a result, a new plate for Northland Power will be added to the sponsorship board. Currently, there is a plate for Northland Power on the sponsorship board with their old logo. This new plate will have their new logo and identify the transfer of ownership.

The Historical Society also held a Halloween Event on Saturday, October 29 entitled "Ghost Hunt" whereby 20 ghosts, with names relating to the Watt family, were hidden throughout the farm house. Upon entering you were given a sheet of paper to fill in the names of the ghosts as well as your name and number for contact. A draw was made for three winners who received a large pumpkin. Everyone who attended received treat bags and a mini pumpkin to take home. Cost of the event was \$5.00 per family. The pumpkins were donated by Collins' Valu-Mart.

This past season the Watt Century Farm House had 147 signed visitors. Of the 147, 91 signed the guest book on Heritage Day.

Wiseman's Corner Schoolhouse

The Wiseman's Corner Schoolhouse Heritage Centre was not opened for the summer season of 2022 as maintenance work was being done on the schoolhouse. I visited the schoolhouse over the summer to do some accession work on the artifacts. We look forward to getting the schoolhouse ready to open for the summer season of 2023.

The Historical Society is looking for volunteers to assist with having the Wiseman's Corner Schoolhouse open from Thursday to Sunday for the 2023 summer season.

The Burk's Falls and District Historical Society depends on volunteers. From March 1, 2022 through to January 31, 2022 there has been 435 volunteer hours logged.

The Burk's Falls and District Historical Society is looking forward to opening their doors again this summer to show off our new displays. A Heritage Day and Firefighters Challenge is being planned for Saturday, July 8, 2023 - SAVE THE DATE.

The Historical Society has received in the past and still receives today many inquiries from families looking for information about their descendants from this area. We welcome all information that anyone has on early families that settled here.



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As well, donations are ongoing. Currently there are 5,634 artifacts entered in the accession records. If you have any items you are not sure what to do with and before disposing of the item(s), please give the Historical Society a call at 705-571-3308 (alternate number 705-382-6502) or send us an email at info@burksfallsdistricthistoricalsociety.com.

Even though the Historical Society continues to accept donations, going forward that may become impossible as space is starting to become limited, especially for larger items. The Township of Armour applied for a Trillium Grant to build a new building. Although the first application was denied, Dave Gray has submitted another application. Hopefully it will have a different outcome.

We thank each municipality for their past contributions and support. The Historical Society respectfully requests a contribution of \$5,000 from each municipality to help with expenses. The Burk's Falls and District Historical Society continues to grow and preserve the local heritage of our area.

Thank you for your time.

Diane Brandt
President
Burk's Falls and District Historical Society

**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2023 REVISED BUDGET
01-Jan-23**

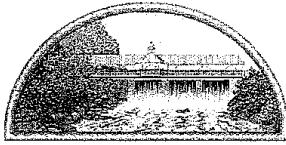
Account #	Description	2021 Actual	2022 Final Budget	December 31, 2022 Projected	2023 Draft Budget	Budget Increase (Decrease) vs. 2021 Actual	Budget Increase (Decrease) vs. 2022 Projected	Comments
1	OPERATING ACTIVITIES							
2	REVENUE							
3	GRANTS							
4	15-375-003 McMurrich/Monteith	2,589	2,589	2,589	2,589	0	0	
5	15-375-013 Govt of Ontario annual funding	13,814	13,814	13,814	13,814	0	0	
6	15-375-015 Student Grants	2,887	2,942	1,800	3,000	113	1,200	Canada Summer Jobs grant budgeted re 1 summer student position for 2023.
	15-375-016 Federal YCW Grant	7,036		442	3,000		2,558	Young Canada Works grant budgeted re 1 summer position for 2023.
10	Miscellaneous grants:	1,637	0	300	300	(1,337)	0	Internet Connectivity and ILL postage grant in 2021. Status of connectivity grant for 2022 or 2023 is unknown. Budget = ILL.
12	DONATIONS							
13	15-375-023 Donations - in house (Jar donations)	2,786	600	1,900	1,900	(886)	0	2021 high re COVID vaccine passport donations. Donations in lieu of fines in 2022/2023.
14	15-375-025 Donations - Miscellaneous	0	0	11,500	0	0	(11,500)	Large in-memorium donation received in 2022.
15	15-375-027 Donations - Adopt-a-book	584	400	800	800	216	0	
16	15-375-029 Donations - Earmarked	1,300	0	0	0	(1,300)	0	
17	OTHER REVENUE							
18	15-375-033 Fines	266	300	0	0	(266)	0	Late fees no longer being charged.
19	15-375-043 Faxes sent	252	200	250	250	(2)	0	
20	15-375-053 Used book sales	948	700	1,400	1,000	52	(400)	
21	15-375-063 Photocopies	488	350	700	600	112	(100)	
22	Donations account interest	0	0	0	0	0	0	Any interest earned on bursary reserve is recorded directly as an increase in the reserve, with no net impact on the budget.
23	15-375-073 Investment interest	491	851	851	864	373	13	GIC earning 1.6% and is locked in until Oct 15/24.
25	15-375-083 Non-resident memberships	363	150	375	375	13	0	
26	15-375-093 Miscellaneous revenues	355	120	180	180	(175)	0	
27	15-375-103 Transfer from Bursary Reserve	600	300	333	0	(600)	(333)	Any bursary-related costs to be transferred from related reserve. No bursary expected for 2023.
27	TOTAL OPERATING REVENUE	36,395	23,316	37,234	28,672	(3,687)	(8,562)	
28								
29	OPERATING EXPENDITURES							
30	WAGES							

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2023 REVISED BUDGET
01-Jan-23

Account #	Description	2021 Actual	2022 Final Budget	December 31, 2022 Projected	2023 Draft Budget	Budget Increase (Decrease) vs. 2021 Actual	Budget Increase (Decrease) vs. 2022 Projected	Comments
31	16-800-000 Salaries & Benefits	124,761	127,977	133,498	157,114	32,353	23,616	Salary and benefits accounts were combined in 2022. 2023 budget is based on 7.0% CPI increase (most recently published per Bank of Canada at Sep 21/22). Also includes addition of OMERS for one part-time position, + 7 hours/week for one part-time position, and 2 summer student positions for 9 weeks each.
38	ACQUISITIONS		12,000	12,000	12,000	4,386	0	
39	Books, Magazines, DVDs	7,614						
40	FACILITIES		270	270	270	1	0	No change in current rate anticipated.
41	Telephone	269						
42	Hydro	1,625	2,250	1,900	2,000	375	100	5% inflationary increase budgeted for 2023.
43	Heat	714	1,000	900	950	236	50	5% inflationary increase budgeted for 2023.
44	Water	982	1,000	1,003	1,030	48	27	2.5% increase budgeted for 2023.
45	Cleaning supplies	523	1,000	50	400	(123)	350	
46	Weekly cleaning	2,105	2,200	2,200	2,200	95	0	
47	Insurance	2,211	2,300	2,600	2,730	519	130	5% inflationary increase budgeted for 2023.
48	Repairs & maintenance	23	500	500	500	477	0	
49	Rent	6,738	6,991	6,991	7,201	462	210	3% annual increase per 2022-2024 lease agreement
50	ADMINISTRATIVE AND PROGRAM EXPENSES		50	50	50	50	0	
51	ILLO expenses re damaged books	0						
52	Computer support	494	1,000	1,000	1,000	506	0	
53	Program expenses	1,408	2,000	1,000	1,500	92	500	
54	Bursary Program	600	300	333	0	(600)	(333)	Bursary funded from bursary reserve created in 2016.
55	Training	125	1,600	300	1,600	1,475	1,300	
56	Bank charges	304	300	505	450	146	(55)	Currently \$25 + \$12.50 CAFT fees monthly
57	Office & clerical supplies	1,383	2,500	1,800	2,000	617	200	
58	Postage	249	360	380	400	151	20	5% inflationary increase budgeted for 2023.
59	Annual dues & licences	4,331	4,200	4,500	4,725	394	225	5% inflationary increase budgeted for 2023.
60	Internet connectivity	1,343	1,343	1,343	1,343	(0)	0	No change in current rate anticipated.
61	Audit & accounting	5,751	4,800	3,400	3,570	(2,181)	170	5% inflationary increase budgeted for 2023.
62	Advertising	0	500	0	500	500	500	
63	Miscellaneous expenses	707	500	500	500	(207)	0	
64	Contingency	0	500	0	500	500	500	
65	TOTAL OPERATING EXPENDITURES	164,261	177,423	177,023	204,533	40,272	27,510	
66								
67	NET OPERATING EXPENDITURES	127,866	154,107	139,789	175,861	43,959	36,072	
68								
69	CAPITAL TRANSACTIONS							
70	FROM OPENING SURPLUS							

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY
2023 REVISED BUDGET
01-Jan-23

Account #	Description	2021 Actual	2022 Final Budget	December 31, 2022 Projected	2023 Draft Budget	Budget Increase (Decrease) vs. 2021 Actual	Budget Increase (Decrease) vs. 2022 Projected	Comments
71	15-375-001 Previous year surplus (deficit)	10,511	1,511	9,870	14,317			Anticipated year-end surplus to be transferred to bursary reserve (10% of prior year surplus up to \$300) and future needs reserve (balance of prior-year surplus)
73	15-375-105 Transfer from Future Needs Reserve	0	0	12,640	0			Resolution to be passed to transfer 2022 capital expenditures from future needs reserve.
74	TOTAL CAPITAL REVENUE	10,511	1,511	22,510	14,317			
75	CAPITAL EXPENDITURES							
76								
77	16-800-182 Capital purchases	1,523	0	12,640	0			2022 projection based on YTD expenditures as of September 19 re architect fees and computer purchases and purchase of a printer. Nothing currently budgeted for 2023.
	16-800-192 Transfer to Bursary Reserve	300	151	300	300			10% of prior-year surplus up to \$300
78	16-800-202 Transfer to Future Needs Reserve	10,511	2,900	11,110	15,776			Balance of prior-year surplus (after transfer to bursary reserve) + 1% total annual budgeted municipal contributions
79	TOTAL CAPITAL EXPENDITURES	12,334	3,051	24,050	16,076			
80								
81	NET CAPITAL EXPENDITURES	1,823	1,540	1,540	1,759	(64)	219	
82								
83	NET EXPENDITURES	129,688	155,647	141,329	177,619	43,895	36,290	
84								
85	MUNICIPAL CONTRIBUTIONS							
86	15-375-009 Armour	52,725	59,099	59,099	67,780	15,055	8,681	
87	15-375-005 Burk's Falls	54,721	61,807	61,807	69,929	15,208	8,122	
88	15-375-007 Ryerson	32,112	34,740	34,740	39,911	7,799	5,171	
89		139,558	155,647	155,646	177,619	38,061	21,973	
90	January 2023 Patrons by Municipality: Armour 411; Burk's Falls 424; Ryerson 242							
91	OPERATING SURPLUS (DEFICIT)	9,870	(0)	14,317	0			Current 2023 budget distribution is based on January 1st 2023 membership count: BF 39.37%, R 22.47% A 38.16%



ARBFMA Arena Managers 2023 Budget Report

Date: Feb 21st, 2023

RECOMMENDATION

Accept this report for discussion.

It is recommended that the Council pass a resolution for Arena staff to present the 2023 budget to the Tri-Council at the meeting Feb 27th, 2023.

BACKGROUND

The Arena Manager and senior staff prepare an ARBFMA operating and capital budget annually for Council discussion and approval. Staff have noticed that the operating budget increases (under non-pandemic years) have been between 5% to 9% annually. Budget cuts in operating expenses could be made in certain areas of the budget but those cuts will ultimately affect the level of service staff provide. Staff have worked diligently to maintain a level of service that generates compliments from the community and user groups. Staff feel that the level of service provided also generates return and new business in the facility.

The revenues increase by generating more facility rentals, admissions, and snack bar sales and increasing the rates charged at the facility.

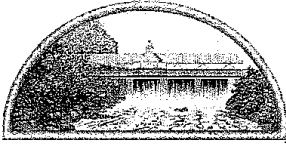
The capital budget does have room for manipulation and is explained by importance in the budget. The Capital Budget normally includes equipment replacement, government mandated improvements, replacements, inspections, building improvements to improve building and staff efficiency and equipment upgrades to improve operating efficiencies.

When budgeted capital items are removed or allocated to another year, there are always associated risks that could alter, change, or shut down operations of the facility.

ANALYSIS

Revenue Update

- Ice rentals revenues have been adjusted to reflect a 2% increase for the summer and fall/winter ice season.
- Ice rentals also reflect ice being used in September with anticipation that September users will include extended summer ice users, early regular fall users, Minor Hockey, and new public inquiries.
- Budget numbers will need to be adjusted if September ice use is not available as anticipated.
- Staff are in the process of conducting a rates review to be sure the ARBFMA facility rental rates are reasonable and competitive with surrounding facilities and municipalities.
- Concession and Public Skating revenues have been adjusted to reflect the decreased facility use by Minor Sports.



- Skate sharpening is an estimate based on September 2022 numbers.
- Hall rentals have been adjusted to include just the Friends and the added yoga program. Inquiries for hall use for functions have declined. Staff are however seeing more birthday party inquiries which will help with Room rentals.

The staff is still operating under cleaning and sanitizing guidelines because of COVID-19. There are no other COVID-19 guidelines that will reduce facility use. Staff remain positive that rental inquiries will continue to grow, and the customers service provided will also help that growth.

Staff are still cautious of the current pandemic or future pandemics and that the Province of Ontario could implement future restrictions on the facility. Staff are now prepared to make recommendations needed to work through a pandemic or restrictions implemented.

Expenses Update

Wages

- Wages for 2023 represent 2023 estimates which include 2 full time staff and 2 department shared staff working approximately 60 hours a week between the 2 employees in the winter and up to approximately 36 hours a week in the summer months.
- One of the 2 shared workers is the person chosen for succession training and will be working closely with the manager and assistant manager during their training and schooling period.
- Wages reflect staff hours for the facility close to pre-COVID-19 times.

2023 – Estimated - 6068 hours versus **2019** – 5960 hours

Insurance

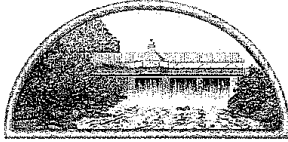
- The insurance rate for the ARBFMA went up 11% in 2023.

Utilities

- Hydro usage may increase slightly for September ice. However, since staff will not be making ice during September the Hydro usage for September should be close to that of making ice in September for October use.
- Making ice once annually will decrease having 2 large impacts on the hydro for Ice plant start up.
- The natural gas prices have increased significantly since 2022 and will need to be monitored throughout the course of the year so 2024 budget numbers are in line with the rate increases.
- Water use will likely remain close to normal because the water usage for September will include ice usage and maintenance but not the ice making which is estimated to be very similar for the month.

Ice Plant

- Staff do not anticipate any major issues in the compressor room as the equipment is well maintained.
- The oil usage for Compressor #2 is quite high but will not hurt budget numbers and with the oil separators being replaced in 2023 the oil consumption should decrease.



- The added oil usage does decrease the efficiency of the refrigeration system. However, staff does keep a close eye on the oil usage and continue keeping the oil pot drained as required.

Building Maintenance and Cleaning Supplies

- Staff expect normal building maintenance and cleaning supply needs for 2023.
- Staff hope the addition of the Dyna-Scrub for the Zamboni will allow the arena dasher boards to be scrubbed as required and not only once annually.
- Staff are looking into a restoration and arena glass kit for the arena glass and hope to bring some of the old plexi-glass back to life.
- There is an added amount to replace the netting for the 2nd set of goal nets.
- Staff are looking at improved way to peg the nets as the current way is not working well for the older men and women using the ice surface.

Zamboni

- The extra budget dollars for the annual maintenance can be avoided in 2023 if Council approves the recommended rebuild of the Zamboni which will extend the life until an electric Zamboni is more affordable.
- Staff will use slightly more propane for September ice however, the propane used for ice making normally in September will now be part of the day-to-day ice operations
- This work would likely be done in the Fall of 2023 and the Zamboni Company will provide staff with a free loner while this work is being completed.
- There will be some delivery charges to pick up the ARBFMA machine and return it
- The budget can be adjusted about \$5500 if the Capital project is approved.
- Staff are also looking at the best way to service the Zamboni for 2023/24 and into the future.

Office Supplies

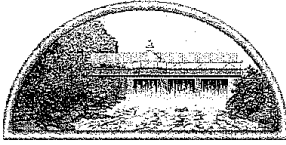
- The Office supplies have been adjusted to offset costs for Clover and Booking software fees
- The Office supplies also reflect staff shirts and coats as required.

Capital Update

Capital items are listed in order of importance including mandated compliance.

1. The relief valves are due for inspection and replacement. This is a legal requirement under the TSSA and is something that needs to be budgeted for every 5 years.
2. The Facility Structure Report is a legal requirement the Village is mandated to complete.
3. The dehumidifier caused trouble during the 2022 summer ice season and has been band-aided to continue to operate. To replace the dehumidifier with a similar gas fired unit the cost will exceed \$110,000.

The 10-year capital plan from Black and MacDonald that was previously accepted by Council recommends the desiccant be replaced at an estimated cost of \$15,000. It is staffs understanding this desiccant wheel for this equipment will be difficult to obtain and is a very expensive band-aid for a piece of equipment that needs to be replaced because parts are very hard to obtain or not available.



There is a minimum 14-to-16-week lead for new refrigeration equipment therefore with time and budget restraints before summer ice, staff recommend that the Council now consider adding one new mechanical unit with a platform at a cost of approximately \$65000 total and continue to operate the current gas unit for 2023 into 2024. It is recommended that in 2024 Council direct staff to remove the gas fired unit and have a 2nd mechanical unit installed.

There are no guarantees the current gas unit will last for this period without requiring major service or parts. Council should be aware that if parts are needed, they may not be readily available because the machine is defunct, and any available parts may take 4 to 6 weeks for delivery. One new dehumidifier would help increase dehumidification and in the event of a breakdown be a backup until the 2nd mechanical unit is purchased in 2024.

The benefits of adding a 2nd dehumidifier include better airflow inside the facility, peace of mind if one unit goes down the other unit will help keep the humidity level at the desired limits for ice usage especially during the summer/early fall months of the ice season.

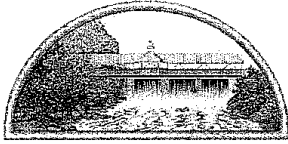
The cost to buy, install and add a platform are lower than replacing a similar gas fired unit.

The price for the platform and mechanical units has increased since the budget was presented in October.

4. The Zamboni rebuild will do a complete overhaul which includes a new engine (the old engine is now defunct, and parts are not made), upgraded hydraulic hoses, new tires, upgrades to the conditioner and a complete overhaul of the machine. This will extend the life of the Zamboni by at least 5 years plus increase the trade in value when Council purchases and new ice resurfacers.
5. The oil separators are part of the 10-year capital plan from Black and MacDonald that was previously accepted by Council. The price of the oil separators has increased significantly since first reported.
6. The Upgrade Relief Pipe/Pipe size is part of the 10-year capital plan from Black and MacDonald that was accepted by Council. The price of the Relief Pipe/Pipe size has increased significantly since first reported.
7. The Zamboni Dyna-Scrub is a board scrubber that attaches to the Zamboni to scrub the dasher boards. This equipment will allow staff to scrub the boards as needed and not have to hire a company to come in once annually to complete this work. The current cost to scrub the boards is \$1200 to \$1500 once a year.
8. The dishwasher in the hall kitchen has been leaking while in operation. These leaks have the potential to increase the risk of slips and falls and increase the risk of water damage to the floors and walls.

FINANCIAL IMPACT

2023 budgeted capital estimates have increased quite significantly since the budget was first presented in October 2022. Staff are finding this to be considered normal with most of the industries the ARBFMA does business with.



The lead time to have products or equipment ordered, delivered, and installed is also ranging from 2 to 6 months.

The insurance went up approximately 11% for 2023.

It is encouraged that Council continues to review the facility rental rates annually. The ARBFMA offers one of the lowest rates for facility rentals and staff feel the facility should be more in line with neighboring communities.

Typically, the operating expenses rise 5% to 9 % annually but history shows the facility rates only increase 2% annually. This practice makes it appear that the staff are asking for more operating dollars annually when in truth the revenues are not increasing at the same percentages as the operating expenses.

The no-charge and subsidized use, although a value to those receiving the lower charge, the no-charge use costs the facility operating dollars with no incoming revenue to offset those costs.

When asked where to find extra revenues for the facility the one issue is to address the facility rates as well reduce the no-charge & subsidized facility use. If Council still looks to provide facilities at no-charge or reduced rates, council may consider subsidizing user groups in ways of grants instead of the arena continuing to incur those expenses.

HUMAN RESOURCE IMPACT

Nothing to Report.

ENVIROMENTAL IMPACT

Nothing to report.

OPTIONS

- 1) It is recommended that the Council approve the 2023 budget as presented.
- 2) It is recommended that the Council not approve the 2023 budget as presented.

Graham Smith RRFA/CIT
ARBFMA Manager

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BURK'S FALLS, ARMOUR AND RYERSON MEMORIAL
ARENA
2023 DRAFT BUDGET

Account #	Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	2023 Draft Budget
1	OPERATING ACTIVITIES							
2	15-372 OPERATING REVENUE							
3	User fees, Public Skating, Sign Rentals	102,965	101,626	22,735	58,678	87,800	108,925	106,650
4	Concessions, Skate Sharpening	17,529	14,229	5,811	2,602	11,075	6,920	12,900
5	Donations/Other Revenue	246	236	285	202	300	3,700	300
6	COVID Revenue operations							
7	TOTAL OPERATING REVENUE	120,740	116,092	28,831	61,482	99,175	119,545	119,850
	OPERATING EXPENDITURES							
8	16-721 Arena-Wages & Benefits	160,921	177,640	113,806	111,321	172,573	193,052	197,346
9	16-723 Arena Bad Debt Expense		327	3,644	3,643	0	0	0
10	16-724-1 Audit & Accounting	1,775	2,480	2,500	2,500	2,500	2,500	2,500
11	16-724-10 Insurance	20,136	21,983	24,894	24,894	26,250	35,445	37,250
12	16-724-2 Telephone	1,461	1,594	1,459	1,459	2,000	1,488	2,100
13	16-724-3 Hydro	48,167	49,069	23,648	23,648	51,575	51,145	55,525
14	16-724-4 Natural Gas	12,394	10,337	9,139	9,139	15,000	13,646	15,750
15	16-724-5 Water & Sewer	6,266	4,484	2,375	2,375	7,055	3,130	7,535
16	16-724-6 Ice Plant	40,147	14,209	4,524	4,524	17,500	21,878	16,880
17	16-724-7 Building Maintenance	20,932	40,006	15,936	15,936	22,800	19,925	24,900
18	16-724-8 Cleaning Supplies	3,503	3,443	1,680	1,680	4,750	3,169	4,750
19	16-724-9 Zamboni	9,523	9,872	9,327	9,327	13,500	14,247	13,500
20	16-724-90 COVID related expenses			7,560	7,560			
21	16-724-91 Office supplies and uniform	5,892	1,845	2,791	2,791	5,500	5,680	5,500
22	16-724-92 Fire Safety	1,849	3,547	1,266	1,266	3,160	3,475	3,225
23	16-724-93 Snow Removal	6,540	6,895	8,466	8,466	5,350	5,360	5,460
24	16-724-94 Elevator	1,027	1,432	1,166	1,165	2,750	2,355	2,805
25	16-724-95 Skate Sharpener		1,422	0	0	600	270	500
26	16-724-96 Booth Supplies	11,340	7,609	5,046	5,046	4,160	6,269	5,000
27	16-724-97 Training	2,180	4,324	270	270	4,500	1,162	4,500
28	80-123 to be recovered (IS)-Telephone-Arena			1,343	1,343	0	0	0
29	Capitat. Telephone			0	0	0	0	0
30	16-725-2 Interest on Telephone Capital Lease	95	61	25	25	0	0	0
31								
32	TOTAL OPERATING EXPENDITURES	354,148	362,579	261,655	259,169	361,423	384,176	405,026
33	NET OPERATING EXPENDITURES	233,408	246,487	232,824	197,687	262,248	264,631	285,176

Arena Revenue Budget Break Down

	2018	2019	2020	2021	2022	2023
Ice Rentals	91,936	90,027	20,436	53,941	78,000	96,600
Public Skating	3,549	3,485	497	76	2,500	2,000
Hall Rentals	5,181	6,314	1,191	4,860	5,300	6,500
Sign Rentals	2,300	1,799	611		2,000	1,550
Skate Sharpening	918	713	259	110	675	900
Concessions	16,610	13,517	5,511	2,492	10,400	12,000
Donations	246	236	326	202	300	300
Totals	120,740	116,092	28,831	61,482	99,175	119,850

Estimated 6068 operator hours at 2023 wage rate

estimated 5% increase from 2022 actual

estimated 5% increase from 2022 budget

based on recommended rates increase & previous years seasonal usage

based on recommended rates increase & previous years seasonal usage

based on recommended rates increase & previous years seasonal usage

4% decrease from 2022 budget

Set of nets/netting - repairs to dasher boards - normal day to day operations

post COVID sanitizing needs

Can be reduced an estimated \$5500 if Capital project is approved

Based on 2022 estimates

2% estimated increase on 2022 estimates

2% estimated increase on 2022 estimates

2% estimated increase on 2022 estimates

H&S courses for staff & succession plan training courses

paid off in 2021

paid off in 2021

TOWNSHIP OF RYERSON- TRI-COUNCIL AGENDA PACKAGE
FEBRUARY 27, 2023

Account #	Description	2018 Actuals	2019 Actuals	2020 Actuals	2021 Actuals	2022 Budget	2022 Actuals	2023 Draft Budget
CAPITAL TRANSACTIONS								
35	CAPITAL REVENUE							
36	Exhaust Fan inspection/repairs				24,500	0	0	0
37					0	0	0	0
38	TOTAL CAPITAL REVENUE	0	0	0	24,500	0	0	0
39								
40	CAPITAL EXPENDITURES							
41	Capital Expense		8,040	1,552	34,334	60,050	64,258	
42								
43	Dehumidifier Replacement with Platform							65,000
44	Zamboni Rebuild to extend life							26,000
45	Zamboni Dynasrub							6,500
46	Facility Structure Report							4,000
49	Oil Separators							20,000
50	Upgrade Relief Pipe/Stack/Size							15,000
51	Dishwasher							7,650
52	Safety Valves in Mechanical Room							4,500
53								
54								
55	TOTAL CAPITAL EXPENDITURES	0	0	1,552	34,334	60,050	64,258	148,650
56								
57	NET CAPITAL EXPENDITURES	0	0	1,552	34,334	60,050	64,258	148,650
58								
59	NET EXPENDITURES	233,408	246,487	234,376	232,021	322,298	328,889	433,826
60								
61	MUNICIPAL CONTRIBUTIONS							
62	Amour	76,599	83,572	77,340	88,867	107,433	107,433	144,609
63	Ryerson	76,599	83,572	77,340	88,867	107,433	107,433	144,609
64	Burk's Falls	76,599	83,572	77,340	88,867	107,433	107,433	144,609
65		229,797	250,716	232,020	266,601	322,298	322,299	433,827

2 mechanical units with new stand for 2nd unit
based on recommendation from Zamboni Co.
6,500 based on estimate from Zamboni Co. Quebec
Required by law - 5 year capital estimate
20,000 Based on Black and MacDonald 10 year Capital needs
15,000 Based on Black and MacDonald 10 year Capital needs
7,650 Machine plus plumber install
4,500

ARBF Memorial Arena
10 year Capital Plan

Department	Item	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Ice Plant	condenser cleaning		1,850	12,000	1,900		1,950		2,000		2,050
	top end overhaul (6000 hours)									12,000	
	top end Rebuilds Compressor #1 & #2		5,000								
	Safety Valves Inspected/Replaced	4,500					5,000				
	Plate/Frame Chiller Regasket			35,000							
	Compressor #1 overhaul (6000 hours)									8,500	
	Compressor #2 overhaul (6000 hours)										8,500
	Compressor #1 Replacement					50,000					
	Compressor #2 Replacement					50,000					
	Compressor Oil Separators	20,000									
	Dehumidifier Replacement & Platform	65,000	40,000								
	Evaporator Condenser Replacement			130,000							
	Upgrade Relief Pipe/Stack/Size	15,000									
Install Soft Starts											

Recommend 2 mechanical units

Building	Item	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Building	Structure report	4,000					4,500				
	Replace Gas Range in Kitchen		9,780								
	Replace Dishwasher	7,650									
	Puck Board Upgrade/Ice Surface		65,000					145,000			
	Zamboni Replacement										
	Zamboni Rebuild	26,000									
	Zamboni Dynasrub (Board Scrubber)	6,500									
	Arena Roof						212,000				
	Zamboni/Compressor Roof		45,000								
	HVAC Replacement			30,000	30,000						
	Compact Floor Scrubber										
	Lobby Washroom Rubber Flooring					6,500					
	Lobby Washroom Upgrades					12,500					
	Scoreclock		15,000			5,000					
	LED Lighting Lobby & Washrooms										
Replace all Dressin Room Benches							22,000				

Totals 148,650 181,630 207,000 31,900 124,000 245,450 145,000 2,000 20,500 10,550



TRI COUNCIL WASTE MANAGEMENT REPORT

February 27, 2023

BUDGET & FINANCIAL

- 2022 Actual and Draft 2023 for discussion and review.
 - Adjusted Overall Bag Count for 2022
- Ten Year Capital Plan – Landfill & Recycling
 - Continuous Improvement Fund winding up – 3 previous capital projects.
 - Investigating options for landfill grants.

ONGOING BUSINESS

- Food Cycle Science – Presentation on survey findings at Tri Council
 - 210 kg/hh/year, average household cycles 4 times/week (100 units = 21 metric tonnes diverted/year)
 - 72% of responding participants had a noticeable reduction in waste.
 - 94% would recommend to friends & family.
 - Opportunity for Phase 2.
- Landfill Utilization for 2022 – 1,022.7 cubic meters received, leaving 15,175.7 cubic meters of airspace. Annual rate of disposal (1,700 m³) = 9 years life expectancy.
 - Capital project scheduled for 2026 – Landfilling mining
- 4 Season Waste Audit began in November 2022.

BAG TALLY – GATE INFORMATION 2023

BAG TALLY	ARMOUR		BURKS FALLS	RYERSON		TOTAL OF ALL
January 2023	956	178	130	631	34	1,929
2023 % OF TOTAL	58.787%		6.739%	34.474%		100%
January 2022	1,189	172	124	679	37	2,201
2022 % OF TOTAL	61.836%		5.634%	32.531%		100%
January 2021	1,404	91	47	766	8	2,316
2021 % OF TOTAL	64.551%		2.029%	33.420%		100%

TOWN OF TRI R WASTE MANAGEMENT BUDGET
FEBRUARY 27, 2023

Account #	Description	2022 BUDGET	2022 ACTUAL	2023 DRAFT BUDGET
TRI R WASTE MANAGEMENT OPERATING REVENUE				
1	15-341-000 TRI R Landfill Sales	\$145,000	\$180,627	\$145,000
2	15-341-001 TRI R - Recycling Revenue - Equipment	\$0	\$619	\$0
3	15-342-000 TRI R Recycling Sales	\$10,000	\$38,697	\$15,000
4	15-344-000 TRI R Recycling Revenue - Blue Box Sales	\$150	\$190	\$150
5	15-540-000 TRI R Govt. Grants Recycling Operating	\$65,000	\$65,694	\$65,000
6	TRI R WASTE MANAGEMENT TOTAL REVENUE	\$220,150	\$285,827	\$225,150
TRI R WASTE MANAGEMENT OPERATING EXPENDITURES				
7	16-451-000 TRI R - Salaries & Benefits	\$255,420	\$269,764	\$279,000
8	16-451-001 TRI R - Landfill Training, Health & Safety	\$4,500	\$4,712	\$3,000
9	16-452-000 TRI R - Landfill - Supplies	\$2,500	\$1,074	\$2,500
10	16-454-000 TRI R - Skid & Packer Fuel	\$4,000	\$5,666	\$4,000
11	16-455-000 TRI R - Insurance	\$6,500	\$6,610	\$7,000
12	16-455-002 TRI R - Audit & Accountant Fees	\$4,200	\$4,321	\$4,500
13	16-456-000 TRI R - Landfill - Hazardous Waste Disposal	\$3,000	\$3,358	\$3,500
14	16-460-000 TRI R - Landfill - Dozer/Site Maintenance	\$3,000	\$346	\$3,000
15	16-460-005 TRI R - Landfill - Contracted Services	\$6,000	\$18,267	\$6,000
16	16-461-000 TRI R - Landfill - Office & Advertising	\$2,500	\$1,711	\$2,500
17	16-461-001 TRI R - Landfill Bank Charges	\$2,500	\$3,682	\$2,500
18	16-462-000 TRI R- Payment in Lieu of taxes	\$3,800	\$3,587	\$3,800
19	16-464-000 TRI R - Landfill - Monitoring	\$20,000	\$20,974	\$20,000
20	16-465-000 TRI R - Landfill - Equipment Maintenance	\$25,000	\$45,793	\$30,000
21	16-475-001 TRI R - Recycling Training, Health & Safety	\$2,000	\$1,815	\$2,500
22	16-476-000 TRI R - Recycling - Freight	\$15,000	\$15,379	\$15,000
23	16-476-005 TRI R - Recycling - Processing Fee	\$30,000	\$30,154	\$30,000
24	16-477-000 TRI R - Recycling - Equipment Maintenance	\$15,000	\$16,381	\$20,000
25	16-478-000 TRI R - Recycling - Building Maint.	\$1,500	\$0	\$1,500
27	16-480-000 TRI R - Recycling - Natural Gas	\$2,700	\$3,152	\$2,500
28	16-481-000 TRI R - Recycling - Hydro & Telephone	\$2,500	\$3,537	\$2,500
29	16-483-000 TRI R - Recycling - Supplies	\$2,500	\$2,261	\$2,000
30	16-484-000 TRI R - Recycling - Office & Advertising	\$2,500	\$1,097	\$2,500
31	16-486-000 TRI R - Recycling - Winter Maintenance	\$4,500	\$1,178	\$4,500
32	TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES	\$421,120	\$464,820	\$454,300
33	TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES	\$200,970	\$178,992	\$229,150

TRI R WASTE MANAGEMENT BUDGET

Account #	Description	2022 BUDGET	2022 ACTUAL	2023 DRAFT BUDGET
TRI R WASTE MANAGEMENT CAPITAL TRANSACTIONS				
TRI R WASTE MANAGEMENT CAPITAL REVENUE				
34	15-649-001 TRI R - Food Cycler Sales	\$17,000	\$16,330	\$0
35	TRI R WASTE MANAGEMENT TOTAL CAPITAL REVENUE	\$17,000	\$16,330	\$0
TRI R WASTE MANAGEMENT CAPITAL EXPENDITURES				
36	16-489-503 TRI R - Food Cycler Pilot Project	\$31,000	\$28,892	\$0
37	16-489-504 TRI R - Landfill - Equipment Repairs	\$0	\$0	\$30,000
38	16-489-505 TRI R - Recycling - Compaction bins	\$0	\$0	\$15,000
39	TRI R WASTE MANAGEMENT TOTAL CAPITAL EXPENDITURES	\$31,000	\$28,892	\$45,000
40	TRI R WASTE MANAGEMENT NET CAPITAL EXPENDITURES	\$14,000	\$12,562	\$45,000
41	TRI R WASTE MANAGEMENT NET EXPENDITURES	\$214,970	\$191,554	\$274,150
42	TRI R WASTE MANAGEMENT CONTRIBUTIONS BY MUNICIPALITY	2022 budgeted 15% Plus % of Bags	2022 budgeted 15% Plus % of Bags	2023 budgeted 15% Plus % of Bags
43	Armour 15% of Net Expenditures	\$32,246	\$28,733	\$41,123
44	2022 total bags 34,063 - 21,407 = 62.846% OF TOTAL BAGS	\$78,677	\$66,211	\$94,761
45	TOTAL CONTRIBUTION	\$110,923	\$94,944	\$135,883
46	Burks Falls 15% of Net Expenditures	\$32,246	\$28,733	\$41,123
47	2022 total bags 34,063 - 1,596 = 4.685% OF TOTAL BAGS	\$4,150	\$4,936	\$7,064
48	TOTAL CONTRIBUTION	\$36,395	\$33,669	\$48,187
49	Ryerson 15% of Net Expenditures	\$32,246	\$28,733	\$41,123
50	2022 total bags 34,063 - 11,060 = 32.469% OF TOTAL BAGS	\$35,406	\$34,208	\$48,958
51	TOTAL CONTRIBUTION	\$67,652	\$62,941	\$90,080
52	TOTAL OF ALL CONTRIBUTIONS	\$214,970	\$191,554	\$274,150
53	Final 2022 Garbage bag count for total contribution by municipality. Number of Bags to be adjusted at year end to 2023 totals. 2022 total bags = 34,063 (Armour = 21,407 (62.846%) Burks Falls = 1,596 (4.685%) Ryerson = 11,060 (32.469%)			

PLANNED CAPITAL EXPENDITURES

Description	Type of Equipment	Expected Project Date	Qty	Cost per Unit Low	Cost per Unit High
40 yard compaction bin	Rolling Stock	2023	2	\$9,000	\$15,000
Skid Steer rebuild	Equipment	2023	1	\$30,000	\$65,000
Forklift	Rolling Stock	2024	1	\$30,000	\$52,000
CAT Compactor rebuild	Equipment	2025	1	\$100,000	\$150,000
Landfill Mining - Option 3	Capacity	2026	1	\$102,500	\$152,500
Cylinders for recycle compactor	Rolling Stock	2027	2	\$13,000	\$16,800
Baler 3 - OCC/OBB	Equipment	2028	1	\$16,000	\$28,000
Stationary Compactor	Equipment	2029	1	\$20,000	\$32,000
Skid Steer rebuild/replace	Equipment	2030	1	\$30,000	\$65,000
CAT Compactor REPLACE	Equipment	2031	1	\$375,000	\$700,000
Landfill Mining - Option 1	Capacity	2032	1	\$124,000	\$190,000

For the purpose of TRI Council, the High Cost per Unit was used. Skid Steer Rebuild 2023 an exception.

Other Items for consideration:

Litter Vacuum

Building Foundation Repair

Quonset Repair/Replace

Phase 2 Food Cycle Science

Blue Box Transition January 1, 2025



TRI COUNCIL WASTE MANAGEMENT REPORT

February 27, 2023

Blue Box Transition – How we got here

- **Waste Diversion Act, 2002 (WDA)** established Waste Diversion Ontario (WDO) to develop, implement and operate waste diversion programs for designated materials including Blue Box material, used tires, municipal hazardous waste and waste electrical and electronic equipment. Stewards, who are responsible for the distribution of these items, were required to implement waste diversion programs for the designated materials and funding for the delivery of these programs.
- **Waste-Free Ontario Act, 2016** repealed and replaced the Waste Diversion Act, 2002 and enacted the *Resource Recovery and Circular Economy Act, 2016* and the *Waste Diversion Transition Act, 2016* to establish individual producer responsibility (IPR) that requires producers to be responsible for their products and accountable for recovering resources and diverting their materials from landfill.
 - *Resource Recovery and Circular Economy Act, 2016* implements a framework for products and packaging in Ontario by making brand holders and other persons with a commercial connection, accountable for recovering associated resources and reducing waste.
 - *Waste Diversion Transition Act, 2016* allows the products and packaging managed under existing waste diversion programs to be smoothly transitioned to the new, individual producer responsibility framework, without disrupting current access to existing recycling services.
- The Province's **Made-in-Ontario Environment Plan** was introduced in November 2018 and the **Reducing Litter and Waste in Our Communities** Discussion Paper was released in March 2019. The Plan committed to moving Ontario's waste diversion programs to a full producer responsibility model.
- On June 6, 2019, the Minister of the Environment, Conservation and Parks appointed a Special Advisor, Mr. David Lindsay, to mediate stakeholder consultations and provide recommendations on transitioning the Blue Box program to full producer responsibility. Mr. Lindsay submitted his advice and recommendations to the Minister on July 20, 2019.
- On August 15, 2019, the Minister of Environment, Conservation and Parks issued wind-up direction letters to Stewardship Ontario (SO) and the Resource Productivity and Recovery Authority (the Authority) outlining the next steps and timelines to transition the Blue Box program.
- The **Ontario Regulation 391/21: Blue Box** was filed in April 2022 under the RRCEA moving the responsibility for funding and operating the blue box program from municipalities to the Producers of packaging, paper, and similar products.
 - Allows for the windup of the existing Waste Diversion programs and the Industry Funding Organizations (IFO) that operate these programs.



TRI COUNCIL WASTE MANAGEMENT REPORT

February 27, 2023

- A Producer-controlled non-profit organization called Circular Materials Ontario (CMO) was appointed as the administrator for the common collection system for Blue Box materials across Ontario on behalf of all Producers.

Blue Box Transition – What we know

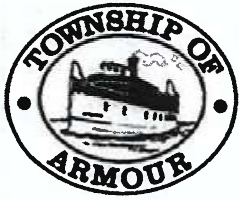
- **Circular Materials Ontario (CMO)** offering contracts with municipalities to continue services that meet the criteria for services to be provided during the transition period.
 - Eligible Communities Master Service Agreement – terms and conditions for contract.
 - Eligible Communities Depot Collection Statement of Work –captures and defines all the work management aspects of the agreement.
 - A pricing explanatory note that describes the methodologies to calculate the amount Circular Materials will pay municipalities with whom it has an agreement.
 - a guidance document to assist in determining the deduction amount for Non-Eligible Source material at depots.
- An offer is expected from CMO by September 30, 2023, to contract as a service provider for the depot collection of **residential** blue box materials.
- Some conditions to be met that cause concern:
 - Best efforts to reduce the quantity of non-blue box materials in collected blue box material to no more than 4% which will be measured through in-bound audits at the receiving facility.
 - Non-Eligible Source Deduction of 25% of total collected tonnes unless previously established through the guidance document provided.
 - Compensation will be based on reported costs for 2020/2021 operations.
 - How blue box materials are collected for transport to CMO receiving facility, specifically cardboard/boxboard and mixed paper as it is processed and baled on site.
- Current contamination rate for mixed containers is estimated at 11%, whereas the fiber stream is lower (4%) as we remove contaminants before baling.
- Non-eligible sources have been determined to be 5% vs 25% for Armour & Ryerson. Waiting to hear if Village properties are to be included in this calculation (7%).



TRI COUNCIL WASTE MANAGEMENT REPORT

February 27, 2023

TRI R WASTE MANAGEMENT BUDGET				
Account #	Description	2020 ACTUAL	2020 REPORTED BLUE BOX	2,025
TRI R WASTE MANAGEMENT OPERATING REVENUE				
15-341	TRI R Landfill Sales	\$149,958	\$0	NON BLUE BOX
15-341-1	TRI R - Recycling Revenue - Equipment	\$0	\$0	\$0
15-342	TRI R Recycling Sales	\$10,680	\$8,321	\$2,808
15-344	TRI R Recycling Revenue - Blue Box Sales	\$160	\$0	NON BLUE BOX
15-540	TRI R Govt. Grants Recycling Operating	\$49,820	\$0	\$3,664
TRI R WASTE MANAGEMENT TOTAL REVENUE		\$210,618	\$8,321	\$6,472
TRI R WASTE MANAGEMENT OPERATING EXPENDITURES				
16-451	TRI R - Salaries & Benefits	\$223,129	\$75,420	\$75,420
16-451-1	TRI R - Landfill Training, Health & Safety	\$379	\$0	\$0
16-452	TRI R - Landfill - Supplies	\$1,217	\$0	\$0
16-454	TRI R - Skid & Packer Fuel	\$2,450	\$0	\$0
16-455	TRI R - Insurance	\$5,263	\$3,326	\$3,326
16-455-2	TRI R - Audit & Accountant Fees	\$4,182	\$0	\$0
16-456	TRI R - Landfill - Hazardous Waste Disposal	\$3,184	\$0	\$0
16-460	TRI R - Landfill - Dozer/Site Maintenance	\$1,405	\$0	\$0
16-460-5	TRI R - Landfill - Contracted Services	\$547	\$0	\$0
16-461	TRI R - Landfill - Office & Advertising	\$1,367	\$0	\$0
16-461-1	TRI R - Landfill Bank Charges	\$2,573	\$0	\$0
16-462	TRI R- Payment in Lieu of taxes	\$3,566	\$3,566	\$3,566
16-464	TRI R - Landfill - Monitoring	\$24,621	\$0	\$0
16-465	TRI R - Landfill- Equipment Maintenance	\$27,795	\$0	\$0
16-475-1	TRI R - Recycling Training, Health & Safety	\$1,665	\$148	\$148
16-476	TRI R - Recycling - Freight	\$14,041	\$14,041	\$14,041
16-476-5	TRI R - Recycling - Processing Fee	\$27,937	\$27,937	\$0
16-477	TRI R - Recycling- Equipment Maintenance	\$14,740	\$5,186	\$5,186
16-478	TRI R - Recycling- Building Maint.	\$756	\$756	\$756
16-479	TRI R - Recycling- Promotion	\$0	\$0	\$0
16-480	TRI R - Recycling - Natural Gas	\$2,418	\$2,418	\$2,418
16-481	TRI R - Hydro & Telephone	\$2,184	\$2,184	\$2,184
16-483	TRI R - Recycling- Supplies	\$1,980	\$1,088	\$1,088
16-484	TRI R - Recycling- Office & Advertising	\$1,000	\$0	\$0
16-486	TRI R - Recycling - Winter Maintenance	\$1,905	\$0	\$0
TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES		\$370,305	\$136,069	\$108,133
TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES		\$159,687	\$127,748	\$101,661
CONTRACT COMPENSATION (Total operating expenditures - Non eligible source deduction)				
non-eligible source deduction = 5% of total tonnes collected x negotiated price				



TRI COUNCIL WASTE MANAGEMENT REPORT

February 27, 2023

DIVERSION PROGRAMS

The Diversion programs currently in place will remain unchanged by the Transition of the blue box program

Diversion Program	2022	2021	2020
Electronics	19.532 MT = \$2,979	20.76 MT = \$3,114	19.40 MT = \$3,664
Tires	Unavailable	1,301	4,035
Tubes & Bulbs	2,859	2,263	2,196
Batteries	915 lbs	1,218 lbs	1,528 lbs
Scrap Metal	33.24 = \$1,831	39.00 = \$2,129	50.95 = \$2,808

Product	2022		2021	
	Tonnage MT	Amount	Tonnage MT	Amount
OCC	61.58	\$10,616	61.63	\$10,506
ONP			0	0
CONTAINERS	122.60	\$27,430	136.15	\$31,679
Blue Box	184.18	\$38,046	197.78	\$42,185

Product	2020		2019	
	Tonnage MT	Amount	Tonnage MT	Amount
OCC	58.32	\$6,254	44.55	\$2,502
ONP	22.82	\$114	17.07	Stockpiled
CONTAINERS	112.78	\$1,792	107.27	\$5,321
Blue Box	193.92	\$8,160	197.78	\$42,185

A		B		TOWNSHIP OF RYERSON- TRI-COUNCIL AGENDA PACKAGE FEBRUARY 27, 2023		V		W Page 29 of 34	
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT								
2	2022 DRAFT BUDGET								
3	January 30, 2023								
Account #	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD (PRE-AUDIT)	2023 Draft Budget	Comments		
4	OPERATING ACTIVITIES								
6	OPERATING REVENUE								
7									
8	15-321 MVC	1,940	2,930	5,500	3,364	2,700	3-year average		
9	15-321-01 Inspections	205	649	400	630	400			
10	15-321-03 Miscellaneous Revenue	4,994	14,363	51,000	41,014	1,900	Fines, burn permits		
11	15-321-04 Air Station	1,500	-	-	-	-			
13	15-621 Fire Transfer from Reserve	-	-	-	-	-			
14	TOTAL OPERATING REVENUE	8,639	17,942	56,900	45,008	5,000			
15									
16	OPERATING EXPENDITURES								
17									
18	16-202 Vehicle Expense	18,384	19,589	20,100	29,198	22,000			
19	16-203 Equipment/Comm Repair	12,690	12,802	12,600	11,280	12,850			
21	16-206 Fire Prevention Supplies	-	3,072	3,500	3,514	4,000	Supplies, fire rate signs, uniforms		
23	16-208 Training	23,238	30,050	45,595	35,414	14,000			
25	16-209 WSIB	4,794	7,765	7,750	6,869	7,500			
26	16-210 Response Wages	54,804	46,177	58,800	41,857	99,500			
27	16-211 Wages & Empl Related Costs	117,910	174,928	186,050	183,458	190,800			
28	16-212 Insurance	22,257	24,003	26,400	30,084	31,500			
29	16-213 Building Repair/Maintenance	1,683	8,640	9,780	2,621	6,800			
30	16-214 Office Expense	13,647	13,641	15,100	18,532	17,500			
34	16-215 Air Station Fill and Maintenance	1,936	861	1,000	1,350	1,000			
35	16-216 PPE	3,438	1,499	3,500	5,237	500	Gloves, masks, gowns, wipes		
36	16-217 New Equipment/Gear	34,732	48,610	31,500	42,791	34,400	Portable radios, bunker gear, helmets, boots, station wear		
37	16-218 Miscellaneous	422	840	7,000	3,474	1,000			
38	16-219 Snow Removal	1,650	1,599	2,100	1,803	2,100			
39	16-222 Recharge Fire Extinguishers	178	614	500	359	500			
40	16-223 Radio License	1,420	1,514	1,600	1,565	1,650	Forecasted inflationary increase		

A	B	TOWNSHIP OF RYERSON- TRI-COUNCIL AGENDA PACKAGE FEBRUARY 27, 2023	V	W Page 30 of 34				
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2	2022 DRAFT BUDGET							
3	January 30, 2023							
4								
	Account #	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD (PRE-AUDIT)	2023 Draft Budget	Comments
41	16-224	Answering Service	1,261	1,261	1,300	1,286	1,300	
42	16-225	Legal	-	-	-	-	1,000	
43	16-226	Office Space Rental	3,242	3,242	3,242	3,242	3,242	
44	16-229	Audit/Accounting	2,534	2,554	2,600	3,911	4,000	Audit fees \$3,500 per contract + \$400 for external accounting
46	16-248	Defib/Medical Supplies	-	829	500	403	500	
47		TOTAL OPERATING EXPENDITURES	320,219	404,117	440,517	428,248	457,642	3.9%
48								
49		NET OPERATING EXPENDITURES	311,580	386,175	383,617	383,240	452,642	
50								
51								
52		CAPITAL TRANSACTIONS						
53		CAPITAL REVENUE						
54	15-321-02	Donations (typically received for fire capital assets)	40	50	100	555	100	
58	15-621	Transfer from Fire Committee Reserve	7,500	-	-	-	-	
59		TOTAL CAPITAL REVENUE	7,540	50	100	555	100	
60								
61		CAPITAL EXPENDITURES						
62	16-221	Capital Purchase	9,830	-	310,000	273,286	78,700	
67		Debt Repayment						
68	16-212-1	Tanker Loan - interest	6,811	6,076	5,318	5,318	4,537	
69	16-212-2	Tanker Loan - principal	24,266	24,992	25,740	25,740	26,510	
70								
71		TOTAL CAPITAL EXPENDITURES	40,907	31,067	341,058	304,343	109,747	
72								
73		NET CAPITAL EXPENDITURES	33,367	31,017	340,958	303,788	109,647	
74								
75		NET EXPENDITURES	344,947	417,193	724,575	687,028	562,289	
76								
77		MUNICIPAL CONTRIBUTIONS						

A		B		TOWNSHIP OF RYERSON- TRI-COUNCIL AGENDA PACKAGE FEBRUARY 27, 2023		V		W Page 31 of 34	
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT								
2	2022 DRAFT BUDGET								
3	January 30, 2023								
4	Account #	Description	2020 Actual	2021 Actual	2022 Budget	2022 YTD (PRE-AUDIT)	2023 Draft Budget	Comments	
78	15-621 A	Armour (47.84%)	165,023	199,585	346,637	328,674	268,999		
79	15-621 B	Burk's Falls (28.6%)	98,655	119,317	207,228	196,490	160,815		
80		Ryerson (23.56%)	81,270	98,291	170,710	161,864	132,475		
81			344,947	417,193	724,575	687,028	562,289		

BREAKDOWN OF DRAFT 2022 FIRE BUDGET				
01/30/2023				
Account #	Heading	Item Description	Cost	Total
16-202	Vehicle Expense	Safety Inspection	\$2,800	
		Undercoating	\$1,000	
		Fuel	\$10,000	
		Aerial Test	\$1,700	
		ATV Tracks on & Tires Off	\$1,500	
		Miscellaneous (batteries, tires, lights, etc)	\$5,000	
				\$22,000
16-203	Equip/Comm Repair	Pump test	\$1,500	
		Bunker gear cleaning	\$5,500	
		Annual flow testing	\$1,550	
		Annual Fit testing	\$1,000	
		Maintenance on comm tower	\$300	
		Miscellaneous (radio batteries, etc)	\$3,000	
				\$12,850
16-208	Training			
		Training props	\$2,000	
		O AFC yearly registration/NEFEC (Chief, Deputy Chief, FPO, 1 firefighter)	\$5,000	
		External HR training	\$3,000	
		Option for firefighters to attend RTC	\$4,000	
				\$14,000
16-210	Volunteer Fire Wages	Steps in new proposed grid: first on \$18, completed recruit training \$20, FF1 \$22, FF2/Hazmat \$26, Acting Captain \$28, Captain \$30, Deputy Chief \$22.50, Chief \$35	\$99,500	
				\$99,500
16-213	Building Maintenance	Cleaning supplies	\$500	
		Contracted cleaning services	\$500	
		Signage for seacan	\$300	
		4 racks for seacan	\$2,500	
		Unanticipated building repairs	\$3,000	
				\$6,800
16-214	Overhead Expenses	Office cleaning	\$2,000	
		Copier contract	\$1,000	
		Phone costs	\$7,000	
		Utilities	\$7,000	

		Supplies including FPO	\$500	
				\$17,500
16-215	Air Station Fill & Maint	Service contract on new air station (1/4 share)	\$1,000	
				\$1,000
16-217	New Equipment/Gear	Forestry Gear/helmets	\$5,000	
		Coveralls	\$2,500	
		Bunker gear- 4 sets	\$12,000	
		Hats, t-shirts, and station wear	\$3,500	
		Hoses and nozzles	\$4,000	
		4 Seek TICs	\$4,000	
		Other miscellaneous	\$3,400	
				\$34,400
16-221	Capital Purchases	Ice water rescue tent (split 5 ways)	\$2,500	
		Live fire unit (our share)	\$20,000	
		Expansion of fire hall	\$50,000	
		HCN Bump Station	\$6,200	
				\$78,700



The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0
P 705-382-3138 • F 705-382-2273 • www.burksfalls.net

August 9, 2022

Mayor and Council
The Township of Ryerson
RR#1 Midlothian Road
Burk's Falls, Ontario
POA 1C0

Re: Fireworks Display Contributions

Dear Ryerson Council:

Thank you for your continued partnership in the annual Canada Day celebrations. This year donations at the gate were received in the amount of \$1,500.65.

We have received some feedback that the fireworks were short, although quite stunning. To achieve a longer show the budget must be increased. This year's display cost a total of \$4,000.00. If it is the desire to have a longer show for residents, we ask that your council consider an increase to the budgeted annual funds to achieve this.

Starting in 2023, we would like to have a budget of \$10,000.00 to produce fireworks. This should produce a 15–20-minute show for area residents. Fireworks are divided equally between the communities and the gate donations are deducted. For 2023 the estimated budget per municipality would be approximately \$2,850.00. We typically order fireworks in the late fall for the upcoming year.

Once again thank you for the continued collaboration on this event. We look forward to hearing from you.

Regards,

A handwritten signature in black ink, appearing to read 'Nicky Kunkel', written in a cursive style.

Nicky Kunkel
Clerk-Administrator