

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR MEETING AGENDA

March 14, 2023 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

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 from the Tri-Council meeting Feb. 27, 2023, the regular meeting February 28, 2023, and the special meeting March 8, 2023. **(R)**

3. DECLARATION OF PECUNIARY INTEREST:

4. DELEGATIONS AND PRESENTATIONS: None registered

5. TENDERS/QUOTES/REQUESTS FOR PROPOSALS (RFP):

- 5.1 Resolution to tender for road projects **(R)**

6. REPORTS:

6.1 **TREASURER:** Council Remuneration By-law **(R)**, Annual Fireworks Contribution **(R)**, Perry Township So-Ho-Mish Road **(R)**

6.2 **CLERK:** Roads Half Loads Authorization/Public Works Supervisor **(R)**, Service Delivery Review, date for further strategic planning meeting,

6.3 **COUNCIL MEMBERS:**

6.3.1 Mayor Sterling, Eastholme report and Annual General Meeting

COUNCIL COMMITTEES/BOARDS:

6.4 Almaguin Highlands Health Council: meeting minutes, progress status

7. BUSINESS ARISING/ACTIVITY LOG:

7.1 DSSAB Appointments

7.2 Family Health Team Update

7.3 Parry Sound District EMS Committee representative

7.4 ROD Ward Hospital Local Share Up-date

8. COMMUNICATION ITEMS:

8.1 AMO Communications, Resolution re: Homelessness **(R)**

General Correspondence:

- Historical Society February meeting minutes
- Joint Building Committee February statistics

9. CONFIRMING BY-LAW

9.1 To confirm the meetings of Council **(R)**

10. IMPORTANT DATES:

March 28, 2023 Regular meeting 6:00 p.m.

April 11, 2023 Regular meeting 6:00 p.m.

11. ADJOURNMENT:

CORPORATION OF THE TOWNSHIP OF RYERSON

MINUTES

TRI-COUNCIL MEETING FEBRUARY 27, 2023

The Tri-Council meeting of the Council of the Township of Armour, Council of the Township of Ryerson and the Council of the Village of Burk's Falls was held on Monday February 27, 2023, at 7:00 p.m. at the Armour, Ryerson, Burk's Falls Memorial Arena, 220 Centre Street, Burk's Falls.

Attendance:

Council members in attendance:

Township of Armour: Mayor Rod Ward, Councillors Rod Blakelock, Wendy Whitwell, Jerry Brandt, and Dorothy Haggart-Davis. Staff: John Theriault, Clerk-Treasurer; Charlene Watt, Deputy Clerk; Amy Tilley, Waste Management Administrator.

Township of Ryerson: Mayor George Sterling, Councillors Beverly Abbott, Glenn Miller, Delynne Patterson and Dan Robertson. Staff: Judy Kosowan, CAO/Clerk/Deputy Treasurer; Kryssi Sinclair, Administrative Intern; Brayden Robinson, Treasurer; Dave McNay Fire Chief; Ken Stevenson, Deputy Chief and Cam Haffner, Fire Prevention Officer.

Village of Burk's Falls: Mayor Chris Hope, Councillors John Wilson, Ryan Baptiste. Ashley Brandt and Sean Cotton. Staff: Nicky Kunkel, Clerk Administrator; Tammy Wylie, Treasurer; Graham Smith Arena Manager and Christina Merrick, Arena Operator.

Presenters attended: Jessica Taylor (Municipal Program Manager), Nieves Guijarro (CEO Library), Diane Brandt, (President of the Burks Falls and District Historical Society).

1. The meeting was called to order at 7:00 pm by Mayor Sterling.
2. Adoption of Minutes. Moved by Chris Hope Seconded by Delynne Patterson R-1-23 Be it resolved that That the notes from the Tri Council meeting of October 3, 2022, be accepted as presented. (Carried)
3. Presentation: Jessica Taylor, Municipal Program Manager, presented TRI-Council with information regarding Food Cycler Science, and the results of the Food Cycler Pilot Program. The pilot project was successful with many of the participants pleased with the results. 21 MT of food wasted was diverted from the landfill for our area. Stage 2 of the program is being considered.

4. Shared Services 2023 Budgets and Reports:

4.1 Burk's Falls and District Historical Society

Diane Brandt, President of the Burks Falls and District Historical Society, provided the Annual Report for 2022 and the 2023 budget. There were no questions regarding the report or budget.

Heritage Day will be held Saturday July 8, 2023 in Burks Falls at the Fair grounds, with thanks to the Armour, Ryerson Burks Falls Agricultural Society.

4.2 Armour, Ryerson & Burk's Falls Union Public Library

Nieves Guijarro, CEO from the Burks Falls, Armour, and Ryerson Union Public Library provided the 2023 Budget. The discussion centered around the established building project reserve currently set at one percent of the total annual municipal contributions. It was noted that at that level of funding there will not be enough funds soon enough, to meet the needs of the project.

A dollar value of \$100,000. was noted as a starting point for discussion.

The Councils will require information and direction from the Library Building Committee.

A copy of the Assessment Report from the previous Committee will be provided to the three municipalities. It is understood that there are new Board Members, and the re-established Building Committee will be meeting, and more information will be forthcoming. Each Council will discuss the level of funding for a building reserve and will receive information when available from the Building Committee. The topic will be discussed at the next Tri-Council meeting.

4.3 Armour, Ryerson & Burk's Falls Memorial Arena and Community Centre

Graham Smith, Arena Manager presented the 2023 Budget and highlighted a few items. The participation levels at the facilities are increasing to almost pre-COVID times. The 2023 budget has increased significantly since the draft budget was presented in October 2022. This is due to overall inflation, 11% increase for insurance, and there will be maintenance and repair costs.

The ice will still be in for September and concerns were raised regarding the Fall Fair. There was a discussion regarding the cost to cover the ice and storage issue for those supplies. Suggestions were made about having a covered venue outside and the use of the lobby and hall for the vendors. It was suggested that perhaps the municipalities could consider contributing to the cost. Another suggestion was that use of the ice could be included for events like puck drops or family skating at the fall fair. Burks Falls will continue discussions with the Agricultural Society.

4.4 TRI-R Waste Management

Amy Tilley, Waste Management Administrator, highlighted the Waste Management Report including: landfill utilization, landfill mining as a capital project for 2026, 4 Season Waste Audit and bag tallies. There were no changes in the 2023 budget, since the fall meeting. Fluctuations in recycling revenues were explained.

The Food Cycler Project was successful and the opportunity for Phase Two is under consideration.

The Blue Box transition was explained, and we will transition in 2025. The Diversion programs currently in place will remain unchanged by the transition of the blue box program.

4.5 Burk's Falls and District Fire Department.

Fire Chief Dave McNay highlighted several line items in the 2023 fire department budget. There have been significant increases in many items, including the cost of purchasing the bunker gear. There is a 3.9% overall increase in operating costs. Chief McNay discussed some proposed expenses for 2023 such as replacement of the weather stripping to the bay doors and plans to extend the Fire Hall by 8 feet to house the new fire truck with a projected cost of \$50,000. The new Fire Truck needs to be housed in a heated enclosure and will be temporarily stored at Perry Township for approximately a year when they will need the space for their new truck. The need for a new Fire Hall and alternative options were discussed. Parry Sound EMS has indicated that they are interested in a shared project.

5. Other Business.

The three Councils discussed the Fire Works for Canada Day celebrations. Residents enjoyed the Fireworks last year, but there was some concern voiced about the short time frame of the show. Burk's Falls has proposed a Firework budget of \$10,000. Options for fund raising in the community were discussed. The requirement to have licensed professionals to set off the fireworks was noted and several options were discussed. Armour and Ryerson will provide Burks Falls with their decisions on supporting the increased budget for fireworks.

Summary

- Each of the three Councils will give consideration of amounts to provide to the Library for their building fund reserve
- Each Council to consider their own level of reserves for future fire hall construction
- Armour and Ryerson will provide Burks Falls with a decision on the Fireworks budget

6. **Next meeting** is Monday May 29, 2023 with Township of Armour hosting.

7. **Adjournment**

R- 2- 23 Moved by Ryan Baptiste Seconded by Delynne Patterson

Be it resolved that the Tri Council meeting hereby be adjourned at 9:28 p.m. (Carried)

MAYOR

CLERK/DEPUTY CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

February 28, 2023 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **February 28, 2023** 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 members in attendance: Mayor Sterling, Councillors: Abbott, Miller Patterson and Robertson.

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

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

Notice of this meeting was posted on the website.

2. ADOPTION OF MINUTES

R- 27 - 23 Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that the minutes from the special meeting February 7, 2023, the public meeting and the regular meeting February 7, 2023 be adopted as circulated. (Carried)

3. DECLARATION OF PECUNIARY INTEREST: None noted.

4. DELEGATION:

4.1 Wilma Robert and Rod Blakelock provided Council with information regarding Agricultural Society. Events planned for the fall fair including rides and vendors were outlined. The Agricultural Society will continue to work with Burks Falls regarding use of the arena and alternative options for fair day.

5. TENDERS

5.1 Council received tenders for supply and delivery of clear and coloured diesel fuel and the following resolution was adopted.

R- 28 -23 Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council accept the tender for supply and delivery of clear and coloured diesel fuel from Bowman Fuels (Carried)

6. REPORTS:

DEPUTY CLERK:

6.1 Council received a report regarding the sandbag policy and adopted the following resolution.

R- 29 - 23 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council has received the March 2023 Sandbag Policy. (Carried)

6.1.1 Council received a report about the release of Tax Assessment Information and the following resolution was adopted.

R- 30 -23 Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council adopt the Release of Tax Assessment Information Policy, as attached as Schedule 'A'. (Carried)

COUNCIL REPORTS:

6.2.1 Councillor Abbott provided Council with Library reports, and the Declaration Statement Freedom to Read Week was read aloud.

6.2.2 Council Patterson shared information regarding the ROMA Conference and the Conflict Resolution Course. Bill 23 was discussed regarding the elected officials concerns and the following resolution was adopted.

R- 31 -23 Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Delynn Patterson be appointed to attend meetings of the Working Group of Concerned Elected Officials regarding Bill 23. (Carried)

6.2.3 Mayor Sterling provided a report regarding the Historical Society Heritage Day.

7. BUSINESS ARISING/ACTIVITY LOG:

7.1 Almaguin Highlands Health Centre meeting minutes, progress reports and Councillor Patterson's staff report were provided to Council.

7.2 Council received information from Rod Ward regarding the Hospital Local Share, Council will be considering this matter further before a decision is made.

7.3 Council discussed the Agricultural Society's Presentation and adopted the following resolution.

R- 32 - 23 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council donate \$300 to the Armour, Ryerson, Burks Falls Agricultural Society for the 2023 Fall Fair. (Carried)

8. COMMUNICATION ITEMS

8.1 Council received information about Home Sharing from Friends Parry Sound

8.2 Council received information from Chamber of Commerce regarding Influential Women of Almaguin, and will not be donating to this event.

General Information Items Received:

-Council received the January statistics and the February meeting minutes from the Joint Building Committee.

-Council received updates from the District of Parry Sound Municipal Association.

-Council received ACED budget resolutions of support from the Township of Perry and the Township of Strong.

9. CONFIRMING BY-LAW

R- 33 -23 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill #11 -23, being a By-law to confirm the meetings of Council and further; That By-Law # 11-23 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 28th day of February 2023. (Carried)

10. ADJOURNMENT:

R- 34 -23 Moved by Councillor Miller, Seconded by Councillor Patterson,
Be it resolved that we do now adjourn at 7:10 pm. The next regular meeting is scheduled for
March 14, 2023, at 6:00 p.m. (Carried)

MAYOR

CLERK/DEPUTY CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

SPECIAL COUNCIL MEETING

MINUTES

Wednesday March 8, 2023

A special meeting of Council was held March 8, 2023 at 9:00 a.m., for Council orientation to review the 2023 draft budget process.

Members of Council were notified of this special meeting by e-mail on February 28, 2023. The public was notified of this meeting by posting of this special meeting agenda February 28, 2023.

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

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

Mayor Sterling called the meeting to order at 9:10 a.m.

DECLARATION OF PECUNIARY INTEREST: None declared.

DISCUSSION:

Treasurer Brayden Robinson provided Council with a council compensation survey. Council discussed remuneration and an updated by-law will be provided at the next meeting.

Mr. Robinson reviewed a 2023 draft budget. Operational line items and capital projects were discussed.

Council would like to schedule further meetings to discuss strategic priorities to assist with annual and long-range budget planning.

ADJOURNMENT

The meeting adjourned at 11:07 a.m.

MAYOR

CLERK/DEPUTY CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: March 14, 2023 AT 6:00 P.M.

Item # 2.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that the minutes from the Tri-Council February 27 and regular meeting February 28, 2023 and special meeting March 8, 2023 be adopted as circulated.

Item # 5.1 on Agenda Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council authorize tenders for crushed granite, 2 inch minus, roadside mowing, and winter sand.

Item # 6.1 on Agenda Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that leave be given to introduce a Bill # ____-23, being a By-law respecting remuneration and expenses for members of council and further; That By-Law # ____-23 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 14th day of March 2023.

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

Be it resolved that Ryerson Township Council supports the increase in the budget for the annual fireworks to \$10,000., and will share the cost, net of donations received, equally, with Burks Falls and Armour.

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

Be it resolved that Ryerson Township Council supports the request from Perry Township to share in the cost of surface treatment of 0.5 km of So-Ho-Mish Mish Road, with Ryerson's share being \$18,375. plus additional taxes.

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

Be it resolved that Ryerson Township Council designates that Public Works Supervisor William (Fred) Schmeltz is a Corporate Officer with the Corporation of the Township of Ryerson, and delegated signing authority for CVOR documents.

Item # 6.2 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Council of the Corporation of the Township of Ryerson provide that permits to exceed dimension and weight limits may be issued by the Public Works Supervisor at the discretion of the Public Works Supervisor.

Item # 8.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario; and,
WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments; and,
WHEREAS homelessness requires a range of housing, social service and health solutions from government; and,
WHEREAS homelessness is felt most at the level of local government and the residents that they serve; and,
WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,
WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.
NOW THEREFORE BE IT RESOLVED THAT Ryerson Township Council calls on the Provincial Government to urgently: a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
b. Commit to ending homelessness in Ontario;
c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.
AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario.

Item # 9 on Agenda Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # ___-23, being a By-law to confirm the meetings of Council and further; That By-Law # ___-23 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 14th day of March 2023.

Item # 10 on Agenda Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at _____. The next regular meeting March 28, 2023 at 6:00 p.m.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # _____-23

BEING A BY-LAW RESPECTING REMUNERATION AND EXPENSES FOR MEMBERS OF COUNCIL.

WHEREAS the Municipal Act 2001, Section 283 provides that a Council of a municipality may by by-law provide for remuneration and expenses and payment thereof for its members, officers and employees of the Corporation;

AND WHEREAS the said Act provides for expenses and allowances to be established by the Council of a municipality and for expenses to be paid to officers and employees of the Corporation:

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

1. That the remuneration for the Mayor for 2023 shall be \$1,000.00 per month.
2. That the remuneration for Councillors for 2023 shall be \$750.00 per month.
3. For future years, Council remuneration shall increase as follows:
 - a. 2024: \$1,100.00 per month for the Mayor; \$800.00 per month for Councillors
 - b. 2025: \$1,200.00 per month for the Mayor; \$850.00 per month for Councillors
 - c. 2026: \$1,300.00 per month for the Mayor; \$900.00 per month for Councillors
 - d. Thereafter, increasing annually subject to the annual Cost of Living Allowance (COLA) equal to Ontario's published Consumer Price Index (CPI) inflation rate from the preceding November, capped at a maximum of 3% and a minimum of 1%.
4. Payments will be made quarterly as per a payment schedule provided annually to Members of Council. Any discrepancies in pay will be resolved with the next quarterly payment.
5. Remuneration and expenses will be paid by direct deposit. Remuneration is subject to source deductions.
6. All members of council will be provided expense sheets to record mileage and any other municipal-related expenses. All expense claims shall be submitted quarterly coinciding with the remuneration payment dates.
7. That the Mayor and Councillors will be provided with a corporate credit card. For any use of the corporate credit cards, receipts must be turned into the municipal office. Any expenses incurred on a corporate credit card which cannot be substantiated by a receipt shall be invoiced back to the Member of Council.
8. That travel be paid at the current per-kilometre rate, as established by the Canada Revenue Agency for travel over 5,000 km, to the driver of a vehicle for meetings attended. Members of Council may claim the mileage rate when travelling for authorized municipal business to a destination greater than 25 kilometres from their home address.
9. That meal expenses will be paid as actually incurred and substantiated by receipts. No alcohol purchases will be the ultimate responsibility of the Township. A daily maximum of \$100.00 is set for meal expenses, with any additional costs incurred at the Member of Council's expense. The

municipality will pay for tips at a rate not to exceed 15 percent of the net amount shown on the receipt, with any additional tips paid by the Member of Council.

10. Any alcohol purchases or other expenses incurred contrary to provisions of this By-law shall first be recovered against any expense claims made for that fiscal quarter. Where insufficient expense claims are available, the member of Council shall be invoiced directly for the amount owing.
11. That generally, accommodations and registrations will be reserved and paid for by the municipality. In the event of unforeseen circumstances in which a Member of Council incurs such expenses, they will be reimbursed upon the provision of receipts.
12. Attendance at conferences and training sessions must be authorized by Council resolution. All expenses related to any accompanying individual brought to the session by a Member of Council shall be paid personally.
13. Members of Council attending seminars or conferences shall provide the municipal office with a report within 14 days of the event, which will be added to the agenda for the subsequent regular council meeting. Reports will be written and may be provided on the templates attached as Schedule A.
14. Any Member of Council who is appointed as a representative on a municipal committee, board or organization and who wishes to sit on the executive board and/or a subcommittee of said organization, which will involve an additional cost to the municipality, must first obtain authorization from Council.
15. That all by-laws, or parts thereof, contrary hereto or inconsistent herewith, be and the same are hereby repealed.
16. That this by-law comes into effect January 1, 2023.

Read a First, Second, and Third time,
Signed and the Seal of the
Corporation affixed thereto and
finally passed in Council this
14th day of March, 2023.

MAYOR

CLERK



Township of Perry

1695 Emsdale Road, Emsdale, ON P0A 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

February 16, 2023

Delivered via email to: roads@ryersontownship.ca

Township of Ryerson
Attn: Fred Schmeltz, Public Works Supervisor
28 Midlothian Rd
Burk's Falls, ON
P0A 1C0

Council of the Township of Ryerson,

At the Township of Perry initial budget discussion on February 15, 2023 the application of double surface treatment on So-Ho-Mish Road was brought forward to Council for consideration in the 2023 budget. In 2020 the Township of Perry completed maintenance work on the complete road including the removal of the existing surface treatment on the Township of Perry's portion of the road in preparation of a double surface treatment application. Council has requested staff reach out to the municipalities that share ownership of the road to see if they are in agreement with the application of double surface treatment over the complete road.

In 2022 the road was surface treated from Hwy 518 to Sunset Pass Drive. The township has had several requests from residents along So Ho Mish Road regarding the extension of the surface treatment application along So Ho Mish Road from Sunset Pass to the end.

As So-Ho-Mish Road is a boundary road and regular summer and winter maintenance is covered under the existing road agreement, any capital work not within the scope of the agreement must be considered jointly by the Townships for budgetary purposes with the costs to be shared proportionately.

The Township of Ryerson's portion of So-Ho-Mish Road is 0.5 km in length the estimated cost for surface treatment of this portion of the road would be \$36,750 with each share being \$18,375 plus applicable taxes.

The Township of Perry is requesting a response from the Township of Ryerson regarding the surface treatment of So-Ho-Mish Road prior to the March 15th council meeting. In order to move forward with budget planning.

Regards,

A handwritten signature in blue ink, appearing to read "Beth Morton".

Beth Morton
Clerk-Administrator
Township of Perry

CC: Judy Kosowan, CAO/Clerk/Deputy Treasurer

Appendix I - Township of Ryerson Implementation Plan

| Status | | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|------------------------------|--------------------------|--|---|--|--|
| Digital Modernization | | | | | |
| 1. | In progress Completed | Treasury Department <i>Implement a digital payment and receipting platform to be integrated into the tax payment process.</i> | Estimated costs - \$18,000 per year + set up fee of \$1,500 Was able to secure Click2Pay at no cost for the Township | Improves efficiency Improves customer service Improves cash flow and supports sound financial management Aids in collection of outstanding taxes Streamlines tax payment process Productivity/efficiency gains of 853.5 hrs | <ul style="list-style-type: none"> Staff continue to investigate service improvements Survey results will assist in analyzing ratepayers needs and preferences |
| 2. | In progress Completed | Public Works <i>Eliminate/reduce manual processes in the Public Works Department.</i> | Estimated cost to purchase software - \$20,000 - \$40,000 Estimated annual maintenance costs - \$2,000 - \$5,000 Estimated cost savings - \$3,000 plus workforce efficiency savings - 853.5 hours | Improves efficiency Greater workforce utilization Improved tracking and access to information when needed. Eliminates duplication Risk management - eliminates errors Productivity/efficiency gains of 853.5 hrs | <ul style="list-style-type: none"> Funding announcement for Municipal Modernization Funding Intake 3 – for Public works digitization Staff continue to research best software options for our municipality |
| 3. | In progress Completed | <i>Eliminate the use of personal cell phones by public works employees, to capture maintenance, weather and other images as official Township records.</i> | Estimated cost to purchase 3 specialized tablets - \$12,000 | Safeguards inspection and maintenance records Easier access to official Township records stored on the central server Risk management | <ul style="list-style-type: none"> Same points as for Number 2 |
| 4. | In progress Completed | Administration Department <i>Investigate further, the financial feasibility of acquiring citizen engagement/complaint software in the future.</i> <i>In the interim, staff should develop a digital tracking system in-house, for tracking and responding to citizen inquires to better streamline service request and ensure complaints are handled for citizens in a timely manner.</i> | Costs: TBD depending on decisions made Estimated annual cost of software - \$5,000 | More consistent citizen experience Provides efficiency Streamlines service requests and responses Enhances citizen engagement and communication Supports risk management | <ul style="list-style-type: none"> Consider results of survey and continue to investigate cost effective options Internal systems to be streamlined |
| 5. | In progress Completed | <i>Consider adding the purchase of records management software in the future, if feasible and if it is, add such a project to long term planning.</i> | Costs: TBD depending on decisions made | Ensures legislative compliance Supports risk management Protects municipal records Easy retrieval of municipal records | <ul style="list-style-type: none"> Continue to investigate software options |

| Recommendations | | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|--|---|--|--|--|
| 6 In progress Completed Pending | <p>Organizational/Operational</p> <p>Strategic Planning <i>That Council undertakes a strategic planning exercise after the 2022 Municipal election.</i></p> | <p>Estimated third-party costs - \$25,000 - \$35,000</p> | <p>Determines direction for the Township Established a common purpose, priorities and objectives Helps Ryerson be prepared for future growth Provides overall guidance to budget processes Helps new councillors understand what is most important to the community Builds a strong Council/Staff team</p> | <ul style="list-style-type: none"> Political initiative after the 2022 municipal election |
| 7. In progress Completed | <p>Council & Council Meetings <i>That Council consider moving to one Council meeting per month.</i></p> <p><i>If the agenda format set out in the procedural by-law is followed, and the agenda is well organized, the Township of Ryerson should easily be able to get through the business of a small municipality with one regular meeting per month.</i></p> | <p>Operational improvement only. No additional costs associated with implementation.</p> | <p>Saves approximately 28 hours/month (168/Yr) of staff time that can be use more effectively. (i.e. policy development, etc.) Reduces the length of meetings Provides more time for Council to focus discussion on the higher priority agenda items Simplifies and streamlines municipal processes Improves efficiency Increases productivity</p> | <p>Implement:</p> <ul style="list-style-type: none"> Committee of the Whole (COW) meeting at the first meeting of the month – develop terms of reference for COW meetings Can set this up for a trial basis Second meeting of the month for a regular council meeting Special meetings when necessary Amend procedural by-law for COW and for use of secure portal for receiving closed meeting items and review allowing a closed meeting to be added to regular meeting agenda |

| | | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|-----|--------------------------|--|---|--|---|
| 8. | In progress Completed | That Council consider adopting a revised meeting structure that includes both regular Council meetings and Committee of the Whole meetings. | Operational improvement only. No additional costs associated with implementation. | Provide more time for discussion of agenda items Simplifies and streamlines council processes Efficient operations for workload management Increases productivity Trains all members of Council in the learning the role of chairing a meeting | Operational Item • Same points as number 7. |
| 9. | Completed | Eliminate the Roads and HR subcommittees. | Operational improvement only. No additional costs associated with implementation. | Supports risk management & mitigation. Eliminates confusion on "who's in charge". Clarifies governance vs administrative roles for improved cohesion and coordination. | Operational Item • No further action, Roads and HR sub committees eliminated |
| 10. | Completed | Ensure Council members who sit on any Council or Regional Committees report back at least annually to the whole of Council, on the work of the Committee. | Operational improvement only. No additional costs associated with implementation. | Enhances openness and transparency Improves Council communication | Operational Item • No further action, as this is already done |
| 11. | In progress Completed | Treasury Department Council to consider implementing a capital tax levy for capital purchases. | Operational improvement only. No additional costs associated with implementation. | Ensures ability to purchase capital items in the future Highlights the cost of capital items for citizens | Next 12 months |

| | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|---|---|--|--|--|
| <p>12. In progress Completed</p> | <p><i>Develop cyber security policies and procedures and engage a cyber security expert to train staff on hacking and phishing techniques used to gain access to municipal records.</i></p> | <p>In-house – no additional costs associated with implementation Estimated costs to engage a third party - \$10,000</p> | <p>Risk management Information management Cyber security</p> | <p>Next 6 months</p> |
| <p>Efficiency</p> | | | | |
| <p>13. Completed</p> | <p><i>Administration Department Staff to develop a Hybrid Working Model Policy to continue to manage and deliver services remotely.</i></p> | <p>Internal efficiency only. No additional cost associated with implementation</p> | <p>Reduces the office space required Streamlines use of staffing Provides opportunity to reduce staffing over time, through attrition. Enhances operational efficiency</p> | <p>Operational Item – Administration</p> <ul style="list-style-type: none"> No issues with this model, staff will continue to manage and deliver services |
| <p>14. In progress Completed</p> | <p><i>Set up a Township of Ryerson YouTube Channel and upload recorded Council meetings that meet accessibility and translation requirements.</i></p> | <p>Operational only. No additional cost associated with implementation</p> | <p>Supports openness and transparency for citizens</p> | <ul style="list-style-type: none"> Review feasibility of a U-Tube channel that is accessed from the Township website to keep it more Ryerson specific while maintaining accessibility and transparency Determine if there is a need to record public attendance at meetings – more accessible if meeting access is added to the agenda |
| <p>15. Completed</p> | <p><i>Change the manner in which resolutions are numbered to avoid confusion and make it easier to locate them.</i></p> | <p>Internal improvement only. No additional cost associated with implementation</p> | <p>Enhances efficiency Avoids confusion</p> | <p>Operational Item</p> <ul style="list-style-type: none"> This is already implemented starting January 2022 |

| | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|---|--|--|---|---|
| <p>16. Completed</p> | <p><i>Move all resolutions in the minutes to appear immediately following the related agenda item and abbreviate the minutes if possible.</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Efficient operations for workload Improves customer service by making the minutes easier to read Abbreviating the minutes of regular meetings to capture the topic and resolution would save Council minute preparation and provide efficiency in workload management</p> | <p>Operational Item</p> <ul style="list-style-type: none"> This is already implemented starting January 2022 |
| <p>17. In progress Completed</p> | <p><i>Add the date of the Council meeting at which the bylaw was passed, to the By-law listing for easy reference and reverse the order of the listing so newest by-laws appear on the top of the listing.</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Enhances workload efficiency</p> | <p>Operational Item</p> <ul style="list-style-type: none"> Administration to implement this |
| <p>18. In progress Completed</p> | <p><i>Add the By-law Listing to the Township's website.</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Enhances openness and transparency Improves customer service</p> | <p>Operational Item</p> <ul style="list-style-type: none"> Administration to implement this |
| <p>19. In progress Completed</p> | <p><i>Treasury Department Eliminate the need for two (2) signing authorities, to just the Treasurer, for the payment of accounts that have been approved by the annual budget.</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Improves municipal servicing and efficiency Streamlines accounts payable processes</p> | <p>Operational Item</p> <ul style="list-style-type: none"> Council directed staff to eliminate the process of requiring two signatures |
| <p>20. In progress Completed</p> | <p><i>Aim to pass the annual budget by March 31st each year.</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Improves municipal servicing and efficiency, enhances financial management</p> | <p>Operational Item</p> |
| <p>21. In progress Completed</p> | <p><i>Reduce the number of tax installments to two (2), from the current four (4).</i></p> | <p>Internal efficiency measure only. No additional cost associated with implementation</p> | <p>Improves efficiency Improves customer service Increases productivity Provide opportunity to reduce staff over time through attrition</p> | <p>Operational Item</p> <ul style="list-style-type: none"> Council directed staff to review the process to possibly implement this next year with advance notice to ratepayers It was noted that if this is implemented the rate of default in payment of taxes could be compared |

| | | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|---|--------------------------|---|---|---|---|
| 22 | Completed. | Work with neighbouring municipalities to develop joint bid documents and pool purchases of goods such as sand, gravel, salt, etc. | Internal efficiency measure only. No additional cost associated with implementation | Reduces costs Improves efficiency Leverages economies of scale, Improved cost control of suppliers and purchasing Eliminates duplication Supports provincial shared-servicing initiative. | Operational <ul style="list-style-type: none"> This is already done, continue with this practice |
| 23. | In progress Completed | Add notes regarding inspection dates and culvert conditions to the CGIS. | If completed in-house – internal efficiency measure only and no associated costs with implementation. Estimated cost of summer student - \$5,000 | Improves efficiency Improves municipal servicing Supports risk management | Operational <ul style="list-style-type: none"> This is an on-going operation – consider a summer student to keep CGIS up to date |
| 24. | In progress Completed | Land Use Planning Develop a checklist and a “Guide to Developing Your Property”, and add it to the planning section of the website. Include this Guide and checklist, and all planning application forms to the “Planning” section of the website so citizens can easily find everything they need in one convenient location. | Internal efficiency measure only. Estimated efficiency of 12 hrs/year. No additional cost associated with implementation | Improves customer service Improves citizen communication Streamlines planning function Improves time management and workload efficiency Promotes self-serve/citizen centric opportunities for citizens. | Operational <ul style="list-style-type: none"> Staff continue to design and implement the guide and checklist for Land Use Planning |
| 25. | Pending | Investigate sharing the services of a joint planner with neighbouring municipalities. | TBD Depending on decisions made | Improves efficiency Improves municipal servicing Supports risk management Reduces costs | <ul style="list-style-type: none"> Political initiative for consideration in the next term of council |
| General Observations & Opportunities | | | | | |
| 26. | In progress Completed | Administration Department Continue to capture legacy knowledge from administrative staff as they prepare for retirement, by enhancing cross-training where possible, capturing processes and developing training manuals. | Operational. No additional cost associated with implementation | Eliminates any disruption in service delivery for citizens Enhances succession planning process Addresses staffing retirements challenges | Operational <ul style="list-style-type: none"> Staff continue with these processes |

| Recommendations | | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|--|--|---|---|--|
| 27. In progress Completed | Develop a New Hires package to assist with onboarding new employees. | Operational. No additional cost associated with implementation | Assists new hires and expedites onboarding activities of new employees Ensures mandatory training is completed | Operational • Staff continue with development of this process |
| 28. In progress Completed | Develop a Learning and Development program. | Operational. No additional cost associated with implementation | Adds succession planning Enhances employee attraction and retention | Operational • Staff continue with development of this program |
| 29. In progress Completed | Move more files (i.e. planning, minutes, by-laws, etc.), to an electronic format so that they can easily be accessed by any staff member remotely. | TBD - Estimated cost of summer student - \$5,000 | Simplifies and streamlines processes, Improves productivity Efficient operations for workload management | Operational • Staff continue with these processes |
| 30. Completed. | If applicable, consider adding a "Respect & Acknowledgement Declaration" on each agenda to acknowledge that the meeting is being held on ancestral lands. | Operational. No additional cost associated with implementation | Supports accountability and respect | • Council directed staff to add a respect and Acknowledgement Declaration to each agenda |
| 31. Pending | To attract more interest from the public to run for Council in the next election, Council should review the current per diems established in 2019. | Operational. No additional cost associated with implementation | Ensures fairness in Council per diems and supports new councillor attraction efforts | • Political initiative for consideration in the next term of council |
| 32. In progress Completed | <u>Treasury Department</u> Develop reserve and investment policies. | Operational. No additional cost associated with implementation | Ensures sustainability Plans for future capital items Sound financial management | Operational • Staff continue to develop policies |
| 33. In progress Completed | Investigate leasing a postage meter rather than using stamps. | Approximate cost of \$20 per month will be offset by the 2 days of staff time currently required. | Improves workload efficiency Increases productivity | Operational • Pursue this option |

| | | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|-----|--------------------------|--|---|---|---|
| 34. | In progress Completed | <i>That the Township develops a campaign that incentivizes more ratepayers to receive their tax bills via email in preparation for the future.</i> | Operational. No additional cost associated with implementation | Improves efficiency Enhances customer service Prepares municipality for the future | <ul style="list-style-type: none"> Council directed that a paper newsletter be sent with the interim tax billing including a survey with questions regarding internet usage to assist in increasing customer engagement Newsletter and Survey to be posted on website and Face Book too |
| 35. | In progress Completed | <i>Amend the Procurement By-law to include a recognition of the Canada-EU Comprehensive Economic and Trade Agreement (CETA).</i> | Operational. No additional cost associated with implementation | Risk management, compliance with legislation | <ul style="list-style-type: none"> Staff amend Procurement by-law as necessary |
| 36. | In progress Completed | <i>Undertake a review of User Fees By-laws received.</i> | Operational. No additional cost associated with implementation | Revenue opportunities Ensures long-term sustainability/viability Improved cost-recovery | <ul style="list-style-type: none"> Staff continue to review fees by-law annually |
| 37. | In progress Completed | <i><u>Land Use Planning</u> Monitor the planning function and if the number of planning applications continues to remain high, the Township should consider their options to address the growth.</i> | TBD Operational. No additional cost associated with implementation | Addresses growth Assesses further planning function needs | <ul style="list-style-type: none"> Staff continue to monitor volume of planning related functions |
| 38. | In progress Completed | <i><u>Website</u> Improve the information available for citizens on the Township's website.</i> | Operational. No additional cost associated with implementation | Simplifies access to municipal information More consistent citizen experience Enhances citizen engagement Enhances openness and transparency | <ul style="list-style-type: none"> Staff continue to monitor and make improvements to the website – include links in newsletter Analysis of Survey results |

| | | Recommendations | Cost Considerations | Benefits | SUMMARY Feb. 15, 2022 meeting |
|-----|-------------|--|--|---|--|
| 39. | In progress | <u>Economic Development</u> If possible, ensure that as much flexibility as possible is built into the new Official Plan. | The new OP is in the process of being updated so at this time there is no costs associated with this recommendation. | Enhances the promotion or attraction of new residents, new business and/or tourists | <ul style="list-style-type: none"> Political initiative to build flexibility into planning documents to reflect current trend and issues |
| | Completed | | | | |
| 40. | In progress | Invite the Economic Development Officer of the joint Almaguin Community Economic Development (ACED), to attend one Council meeting per year. | Operational. No additional cost associated with implementation | Improves communication Ensures cost-effectiveness | <ul style="list-style-type: none"> Invite department heads from Waste Management, Library, Economic Development etc. to Council meetings from time to time. |
| | Completed | | | | |

Administrator's Report - February 22, 2023

Operational Items

Funding announcements/updates 2023

- No funding changes announced.

Systems and program changes/Network

- Scheduling – Comvida software –time bank accrual in planning.
- General Ledger (Goldcare) – Resident AR, AP Sub work to complete (on hold).
- Cameras sourced – delivery anticipated this week.

Staffing, Recruitment & Retention, Temporary Foreign Workers

- Recruitment strategies continue. Hours of Care target: 3: 42 minutes by March 2024.
- No dates confirmed for 3 remaining TFWs.

Community Support Services Program

- Nothing to report

Building Maintenance and Capital Work

Building Maintenance & Capital Work

- Refrigerator Replacement S3 \$15K, Ice Machine Main Kitchen \$8K.
- Steamer Main Kitchen - \$15K.

Construction Project (ICIP)

- Network project- continuing migration activities underway.
- Network/Camera/Door cabling – Cabling work is complete. Pending final payment.
- BAS – Siemens – adding runs for the rooftop equipment controllers.
- In receipt of progress draw # 8 - \$101,140.
- Building Committee minutes for Feb 2ⁿ, Feb 16th(unavailable). Next meeting March 2nd.
- ICIP Claim Submitted Feb 17th - \$440,987.

Correspondence

- Powassan Horticultural Society- Requesting start of fall fair parade at Eastholme.

Contracts, Compliance and Policy Updates

Ministry of Long-Term Care Inspections

- January 9th to January 20th 2023 – Received notification that report would be sent

Friday February 17th 2023 (however not yet received).

Fixing Long-Term Care Act 2021 –Updates

Policy revisions to align with the act

- None.

Program Evaluations and other changes

- Zero Tolerance of Abuse.

Emergency Preparedness Plans -Policy Updates & Testing

- Code Yellow (Missing Resident). Drill held on February 15th.

Critical Incidents (CIS)

- CIS report – M517-000005-23 to M517-000011-23.

Occupational Health & Safety Policy updates

- Review of process around incident tracking.

Contracts and Agreements

- StaffStat agreement – on hold.
- Ontario Health – New LSAA agreement (by March 31st 2023) -not yet received.
- Ontario Health – New MSAA agreement (by March 31st 2023) -not yet received.

Odelia Callery, CPA, CA
Administrator



EASTHOLME

East District of Parry Sound Home for The Aged

February 22, 2023

Mayor/Reeve and Councilors
Municipalities in the East District of Parry Sound

Dear Mayor/Reeve and Councilors:

Re: Annual Levy Increase/Annual General Meeting

We would like to begin by thanking all of Eastholme's municipal contributors for the continued support over the years. The recent years have seen tremendous challenges for the health care sector as a whole, and especially for long-term care homes.

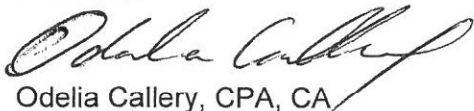
There have been challenges with recruitment and retention of staff, as well as quickly operationalizing public health measures, and other guidance provided by the Ministry over the course of the pandemic. During 2022, the Fixing Long Term Care Act 2021 was enacted. With the new act, there were further regulatory requirements placed on long-term care homes such as further developing and testing emergency preparedness plans, implementing Infection Prevention and Control (IPAC) programs and increasing staffing levels to provide targeted direct hours of care per resident per day.

In addition, the home has experienced inflationary pressures on most services and supplies purchased (including food) ranging between 5% and 17%. This is not surprising in the context of the current inflation experienced by everyone in our communities.

The current year budget includes a 3.5% increase to the 2022 levy and includes transfers from reserves to fund expected capital replacements. The total 2023 levy is \$1,532,700 (3.5% increase over \$1,480,900). The increase will allow Eastholme to continue to provide the excellent service for its residents and their families.

Eastholme welcomes municipalities to the Annual General Meeting (AGM) which will be held on March 22nd 2023 at 10 a.m. Please respond to Shelley Reichstein 705-724-2005 Ext. 379 or email to Shelley Reichstein sreichstein@eastholme.ca to let us know if you plan to attend the in-person AGM no later than March 15, 2023.

Sincerely,



Odalia Callery, CPA, CA

Administrator

c. Eastholme Board of Management

**Eastholme, Home for the Aged
Powassan, Ontario
2023 Municipal Levy Apportionment Schedule**

| MUNICIPALITY | APPORTIONMENT PERCENTAGE | 2023 Levy - 3.5% |
|---|-------------------------------------|-----------------------------|
| Town of Kearney | 8.735% | 133,884 |
| Municipality of Magnetawan | 16.429% | 251,803 |
| Municipality of Powassan | 7.998% | 122,581 |
| Municipality of Callander | 13.132% | 201,266 |
| Village of Burk's Falls | 2.012% | 30,833 |
| Village of South River | 1.698% | 26,027 |
| Village of Sundridge | 2.501% | 38,327 |
| Township of Armour | 8.766% | 134,358 |
| Township of Joly | 1.368% | 20,963 |
| Township of Machar | 6.033% | 92,462 |
| Township of Nipissing | 8.970% | 137,477 |
| Township of Perry | 11.080% | 169,817 |
| Township of Ryerson | 4.323% | 66,254 |
| Township of Strong | 6.958% | 106,648 |
| Total | 100.000% | 1,532,700 |
| <p><i>Please be advised that the 2023 Municipal Levy has been apportioned in accordance with Ontario Regulation 246/22 made under the Fixing Long-Term Care Act, 2021</i></p> | | |



705-382-2900
www.almaguin-health.org

Minutes: March 2, 2023, 10:00 am via Zoom and in the AHHC boardroom

Present: Rod Ward (Chair), Brian McCabe, Delynne Patterson, Margaret Ann MacPhail, Brad Kneller, Jim Ronholm, Vicky Roeder-Martin, Chris Hope, Fraser Williamson (Vice Chair), Camille Barr (Secretary)

Regrets: Cheryl Philip, Tom Bryson

Guests: None

Called to order at 10:02 am by Chair R. Ward

* Adjustments were made to the agenda- S. Keast, MAOHT, HHR Recruiter unable to attend. Rebooked for April.

1. 2023-06 Moved by C. Hope - Seconded by F. Williamson
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of February 2, 2023. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** None
4. **RESOLUTIONS PASSED:**
2023-07 Moved by B. McCabe - Seconded by V. Roeder-Martin
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council appoints the following members to seats on MAOHT Committees, representing the Council:
Delynne Patterson- Human Health Resources Working Group
Chris Hope- Digital Working Group
Margaret Ann MacPhail- Home and Community Care Modernization Working Group
Rod Ward- Collaboration Steering Committee
Carried.

5. ITEMS FOR DISCUSSION

- A) **Discussion regarding need for Almaguin Healthcare System Navigator role**
In the past Council had discussed the potential for a Almaguin Healthcare System Navigator. This role would be responsible for connecting people to healthcare services throughout Almaguin. Discussion was preliminary. It was acknowledged the navigator would require a background in healthcare.
More discussion to come.
- B) **Hospital 'Local Share' Update**
Various groups continue to meet about the municipal 'local share' required for the two new hospital builds. R. Ward has presented to various councils on the matter. As this continues to evolve, all municipalities will look at their own situation and decide what they can do towards a proactive solution. Almaguin is now at the table with MAHC and part of the discussion. This is significant progress. Almaguin Highland Health Council representatives have been clear that we must maintain the MAHC services in Almaguin and expand them as possible.
- C) **Progress Report**
R. Ward reviewed the March 2023 Progress Report for the Council.
- D) **Other business**
Secretary introduced the idea of moving Council meetings from the AHHC boardroom into the other member communities. The goal is to open discussions about what is required for healthcare in member municipalities. What services do others need? The meeting may include a tour of healthcare facilities in the municipality where applicable, or highlight vacant space where possible services could be stationed. All in favor. April's meeting tentatively booked in McMurrich-Monteith. Details to follow.

Secretary shared that with the BFFHT move from the top floor of the AHHC to the main floor east wing, three small units will be available on the upper level. The Village of Burk's Falls plans to refresh these spaces with the goal of having them rental ready in the summer. Perfect for social services and health related professions.

C. Hope discussed the concept of a charitable foundation being formed that would support the AHH Centre and Almaguin. Discussions are occurring and research undertaken. More to come on this matter.

It was asked that a representative of the BFFHT attend the next meeting of Council to share plans for the renovation of the east wing space and speak to the email that was sent regarding contributions to the 5 catchment municipalities. R. Ward to reach out to S. Van Den Heuvel, Interim ED, regarding this request.

2023- 08 Moved by B. McCabe - Seconded by V. Roeder-Martin

THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:14 am to meet again on April 6, 2023, at 10:00 am. Carried.

Location to be determined.

AHH Council – Key Areas of Focus & Progress- March 2023

MEMBERSHIP OF RYERSON
MAY 14 2023
ENHANCING COMMUNITY

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council...



Ontario Health Team Partnership

Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish partnership with OHT (or OHT's) which aligns with and supports our vision.

High-Speed Internet Throughout Almaguin Highlands

Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.

Attract & Retain Healthcare Professionals

Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.

Coordinate Healthcare Services to Serve Entire Region

Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.

Progress: Items in red and bolded below are new this month...

- AHHC participation in MAOHT Digital Working Group (on-going)
- AHHC participation in MAOHT Collaboration Steering Committee (on-going)
- AHHC now part of MAOHT Health Human Resources Working Group (on-going)
- **AHHC requested to join Home and Community Care Working Group**

- High-speed build-out by Bell announced for portions of Almaguin region August 2022 (details TBD)
- **Additional high-speed announcements coming Spring of 2023**

- Confirmed additional AHHC funding to assist with OTN / BFFHT renovations
- **MAOHT "recruitment funding" - 8 supporting resolutions to-date**
- **MAOHT Recruiter on board as of February 2023 – assisting with needs in Almaguin**

- **Regular MAHC update meetings with Muskoka and area municipal heads of council**
- **MAHC "local share" funding discussions continue with all 12 Almaguin municipalities**
- **AHHC continues with "local share" committee (MAHC, foundations, municipalities)**

Judy Kosowan

From: Jennifer Harris <jharris@psdssab.org>
Sent: February 22, 2023 11:35 AM
To: Clerk; John Theriault (Clerk-Treasurer Administrator)
Cc: 'Nicky Kunkel'; Brenda Fraser; 'Beth Morton (beth.morton@townshipofperry.ca)'; Judy Kosowan; Charlene Watt (Deputy Clerk)
Subject: RE: Supporting Resolution Appointment of DSSAB Member

Thank you very much!

With this final nomination, your two Area reps have been confirmed as Jerry Brandt and Sean Cotton.

Have a great day,
Jen

Jennifer Harris Administrative Officer

District of Parry Sound Social Services Administration Board
1 Beechwood Drive, Parry Sound, Ontario P2A 1J2
Tel: (705) 746-7777 ext. 5290
E-Mail: jharris@psdssab.org
www.psdssab.org



From: Clerk <clerk@mcmurrichmonteith.com>
Sent: February 22, 2023 10:55 AM
To: Jennifer Harris <jharris@psdssab.org>; John Theriault (Clerk-Treasurer Administrator) <clerk@armourtownship.ca>
Cc: 'Nicky Kunkel' <clerk@burksfalls.ca>; Brenda Fraser <brenda.fraser@townofkearney.ca>; 'Beth Morton (beth.morton@townshipofperry.ca)' <beth.morton@townshipofperry.ca>; 'Judy Kosowan (clerk@ryersontownship.ca)' <clerk@ryersontownship.ca>; Charlene Watt (Deputy Clerk) <deputyclerk@armourtownship.ca>
Subject: RE: Supporting Resolution Appointment of DSSAB Member

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning.

At yesterday's Council meeting, the attached resolution was passed in favour of removing support to Ryan Baptiste and supporting Sean Cotton.

I have also attached the original resolution showing support for Jerry Brandt as one of area 4 representatives as well.

Cheryl Marshall,

Clerk/Treasurer

Township of McMurrich/Monteith

P.O. Box 70, 31 William Street

Sprucedale, Ontario P0A 1Y0

Phone: 705-685-7901 Fax: 705-685-7393

www.mcmurrichmonteith.com

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From: Jennifer Harris <jharris@psdssab.org>

Sent: January 31, 2023 2:56 PM

To: John Theriault (Clerk-Treasurer Administrator) <clerk@armourtownship.ca>

Cc: 'Nicky Kunkel' <clerk@burksfalls.ca>; Brenda Fraser <brenda.fraser@townofkearney.ca>; Clerk

<clerk@mcmurrichmonteith.com>; 'Beth Morton (beth.morton@townshipofperry.ca)'

<beth.morton@townshipofperry.ca>; 'Judy Kosowan (clerk@ryersonontownship.ca)' <clerk@ryersonontownship.ca>;

Charlene Watt (Deputy Clerk) <deputyclerk@armourtownship.ca>

Subject: RE: Supporting Resolution Appointment of DSSAB Member

Thank you John for the resolution!

As per the resolutions I have received, please find below who has been nominated from each municipality in Area 4:

| Area Four | |
|--------------------------------|-----------------------------------|
| Town of Kearney | |
| Village of Burk's Falls | Jerry Brandt Sean Cotton |
| Township of Armour | Jerry Brandt Sean Cotton |
| Township of Perry | Jerry Brandt Sean Cotton |
| Township of Ryerson | Jerry Brandt Delynne Patterson |
| Township of McMurrich-Monteith | Jerry Brandt Ryan Baptiste |

If there are any names missing or any that have changed, please pass along your council resolution.

Thank you,

Jen

Jennifer Harris

Administrative Officer

District of Parry Sound Social Services Administration Board

1 Beechwood Drive, Parry Sound, Ontario P2A 1J2

Tel: (705) 746-7777 ext. 5290

E-Mail: jharris@psdssab.org

www.psdssab.org



From: John Theriault (Clerk-Treasurer Administrator) <clerk@armourtownship.ca>

Sent: January 31, 2023 10:23 AM

To: Jennifer Harris <jharris@psdssab.org>

Cc: 'Nicky Kunkel' <clerk@burksfalls.ca>; Brenda Fraser <brenda.fraser@townofkearney.ca>; Cheryl Marshall <clerk@mcmurrichteith.com>; 'Beth Morton (beth.morton@townshipofperry.ca)'

<beth.morton@townshipofperry.ca>; 'Judy Kosowan (clerk@ryersontownship.ca)' <clerk@ryersontownship.ca>; Charlene Watt (Deputy Clerk) <deputyclerk@armourtownship.ca>

Subject: RE: Supporting Resolution Appointment of DSSAB Member

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Jennifer,

Attached you will find a resolution supporting the appointment of Sean Cotton, Councillor for the Village of Burk's Falls to DSSAB. You already have a separate resolution to support the appointment of Jerry Brandt, Councillor for the Township of Armour as our other representative on DSSAB.

If you have any questions or require more information, please contact me.

Regards,

John Theriault, AMCT

Clerk-Treasurer/Administrator

Township of Armour

56 Ontario Street, Box 533

Burk's Falls, Ontario P0A 1C0

Email: clerk@armourtownship.ca

Tel: 705-382-3332 ext. 22

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Judy Kosowan

From: Shelly van den Heuvel <Shelly.vandenHeuvel@bffht.ca>
Sent: February 28, 2023 9:02 AM
To: Nicky Kunkel; Kerstin Vroom; John Theriault (Clerk-Treasurer Administrator); Judy Kosowan; beth.morton@townshipofperry.ca
Cc: cmbjin5@gmail.com; Stacey Erven; Mayor Rod Ward
Subject: Burk's Falls Family Health Team renovation update

Good morning everyone,

As a reminder, my name is Shelly and I'm working 2 days/week here at the FHT as Interim ED while the FHT transitions to a new, permanent ED. I'm sending this email first to 'thank' our surrounding communities and to provide an update on the status of the FHT renovations.

First, on behalf of Burk's Falls Family Health Team physicians and staff, THANK YOU for your outstanding support of the FHT renovations as evidenced in the resolutions sent to me. As you may know, the FHT has transitioned from renovating the upstairs of the building, to moving into some vacant space in the building. The FHT will take over this new space effective March 1, 2023 and renovations are needed prior to occupancy.

We are in process of gathering quotes to renovate the space as quickly as possible and we hope to have all quotes by the end of this week or early next week. I will share the final renovation cost with each of you as soon as it is finalized. Assuming the total cost of the renovation does not exceed the original total quoted cost to renovate the upstairs (and therefore does not impact the original ask), I will prepare a letter formally requesting the funds committed by each community.

If anyone has any questions regarding the renovation, please don't hesitate to respond to this email or give me a call on my cell at 705-783-6813.

Again, thank you for your support!
Shelly van den Heuvel

Judy Kosowan

From: John Wilson <jwilson.burksfalls@gmail.com>
Sent: March 1, 2023 9:57 PM
To: Nicky Kunkel; brenda.fraser@townofkearney.ca; John Theriault; Judy Kosowan; Kerstin Vroom; clerk@mcmurrichmonteith.com; Beth Morton
Subject: Parry Sound District EMS Advisory Committee

Hello Clerks, CAO's, Mayors and members of Council,

Further to notification received February 15, 2023, I have been appointed by the Town of Parry Sound as a member of the EMS Advisory Committee to represent the Townships of Armour, Perry, McMurrich/Monteith and Ryerson, the Town of Kearney, the Municipality of Magnetawan, and the Village of Burk's Falls.

The first meeting of this committee is scheduled for March 30, 2023 at 6:30 pm via zoom.

In the interest of addressing any concerns or issues that your municipality may have with Parry Sound EMS or the Advisory Committee, I would ask that you please forward any such item to me prior to the meeting so that I can bring them forward for discussion at the first or perhaps a subsequent meeting, as appropriate.

If minutes of this Committee are available after each meeting, they will be forwarded to each municipality for your review. If this is not the case, I will prepare a report after each meeting and forward it to you.

Thank you for your support in my appointment to this committee. I look forward to working on our collective behalf.

John Wilson
jwilson.burksfalls@gmail.com

Judy Kosowan

From: Mayor Rod Ward <rward@armourtownship.ca>
Sent: March 2, 2023 4:04 PM
To: brianmccabe@townshipofjoly.com; grobinson@mcmurrichmonteith.com; infomachar@vianet.ca; jleveque@sundridge.ca; Mayor, Burk's Falls; George Sterling; mayor@southriver.ca; mayor@strongtownship.com; mayorcherylphilip@gmail.com; norm.hofstetter@townshipofperry.ca; sdunnett2@gmail.com; Beth Morton; bpaulmachar@vianet.ca; brenda.fraser@townofkearney.ca; clerk@magnetawan.com; clerk@mcmurrichmonteith.com; clerk@strongtownship.com; Don McArthur; John Theriault (Clerk-Treasurer Administrator); Judy Kosowan; naustin@sundridge.ca; Nicky Kunkel; office@townshipofjoly.com; vroeder-martin@mcmurrichmonteith.com; Kim Seguin; Township; vroeder-martin@mcmurrichmonteith.com
Subject: MAHC Hospital Local Share: Additional Update for 02-Mar-23

Hi again, folks...

Hot off the press, there is an article on-line in both the North Bay Nugget and the North Bay Nipissing (Almaguin) News regarding the MAHC Local Share. The article is well done and speaks to many points, but I wanted to point out one minor thing for clarification. I had hoped I was very clear on this point when asked by the Nugget but it's easy to lose in the details 😊 That is, the article states that the 20% Almaguin portion is to be allocated to the health centre in Burk's Falls and this is not the intent. The intent is to hold back 20% for "healthcare in the Almaguin Highlands". This could include healthcare needs ANYWHERE in the Highlands, it's not focused only on the health centre in Burk's Falls. Just wanted to make it clear...that I had tried to make that very clear!

Link to the article below...

[Almaguin asked to ante up \\$11 million for new hospitals | North Bay Nugget](#)

Rod

From: Mayor Rod Ward
Sent: March 1, 2023 4:53 PM
To: brianmccabe@townshipofjoly.com; grobinson@mcmurrichmonteith.com; infomachar@vianet.ca; jleveque@sundridge.ca; Mayor, Burk's Falls <mayor@burksfalls.ca>; mayor@ryersontownship.ca; mayor@southriver.ca; mayor@strongtownship.com; mayorcherylphilip@gmail.com; norm.hofstetter@townshipofperry.ca; sdunnett2@gmail.com; Beth Morton <beth.morton@townshipofperry.ca>; bpaulmachar@vianet.ca; brenda.fraser@townofkearney.ca; clerk@magnetawan.com; clerk@mcmurrichmonteith.com; clerk@strongtownship.com; Don McArthur <clerk@southriver.ca>; 'John Theriault (Clerk-Treasurer Administrator)' <clerk@armourtownship.ca>; Judy Kosowan <clerk@ryersontownship.ca>; naustin@sundridge.ca; Nicky Kunkel <clerk@burksfalls.ca>; office@townshipofjoly.com; 'vroeder-martin@mcmurrichmonteith.com' <vroeder-martin@mcmurrichmonteith.com>; 'Kim Seguin' <kim.seguin@townshipofperry.ca>; 'Township' <township@townshipofperry.ca>; vroeder-martin@mcmurrichmonteith.com <vroeder-martin@mcmurrichmonteith.com>
Subject: MAHC Hospital Local Share: Update for 01-Mar-23

Good afternoon! I hope everyone is enjoying the near-Spring-like conditions!

As promised, I wanted to provide a quick update following this past Monday's session with the full "Hospital Local Share Committee" in Huntsville. Below are updates from the meeting, along with updates specific to activities in the Almaguin region over the past couple of weeks...

- Given the tight timelines that we have had, progress has been excellent. After pulling “estimates” together from all of the various stakeholders, we are not at the magic \$225-million number...but we are surprisingly not that far off.
- From the municipal perspective, District of Muskoka will be putting forth the largest share by far, as expected. Huntsville and Bracebridge will also be contributing ‘extra’ on top of the District contribution, again, as expected. The hospital and both of the Foundations have also committed to numbers and, although they are a bit lower than our assumptions, discussion continues.
- The Almaguin Highlands has targeted a range of \$2-m to \$9.5-m, as discussed previously. Again, our TARGET overall is \$12-m over 12 years, with \$2.5-m remaining in Almaguin and \$9.5-m going toward MAHC Local Share.
- The entire committee is extremely pleased with Almaguin's progress and with our early “commitments by Resolution” from Armour and McMurrich/Monteith sitting at about \$2.2-m total (roughly \$1.8-m for the MAHC builds, remainder staying in Almaguin).
- Discussions continue on how hospital services could be provided in the Almaguin region as part of the overall thinking for the builds.
- We also believe that MAHC will be given a little more time to make the Local Share commitment as part of the Ministry's process – originally they had to commit to the local share by the Fall of 2023 or the project would be stopped – it appears they will now have until the end of 2023.

The entire group has requested a bit of “breathing room” so that we have more time to solidify numbers. It's a challenging time of year with budgets, etc, and all of the stakeholders were certainly taken aback by the size of the numbers we're dealing with. We will all need a bit of time for discussion, analysis of each situation, etc., and some time to come up with reasonable options. As such, the Local Share Committee will not be meeting in March and will convene again in mid April. Meantime, I continue to have individual discussions and present at individual council meetings across Almaguin to answer questions. Once again, we're only asking that each municipality looks at what they might be able to do to contribute...

Thank you to all municipal Councils in Almaguin for hearing this out and giving the Local Share Committee their attention. We fought a few years ago to ensure that a full-service hospital stayed in Huntsville and we want to ensure that the Almaguin Highlands receives high quality healthcare for years to come.

Have a good evening!

Rod

Rod Ward - Mayor
Township of Armour
PO Box 533, 56 Ontario Street
Burk's Falls, Ontario P0A 1C0
Office: 705-382-3332...
Direct: 705-380-7177 or 705-380-7654 (cell)
Email: rward@armourtownship.ca
Website: www.armourtownship.ca

Judy Kosowan

From: AMO Communications <Communicate@amo.on.ca>
Sent: March 2, 2023 10:01 AM
To: Judy Kosowan
Subject: AMO Watchfile - March 2, 2023

AMO Watchfile not displaying correctly? [View the online version](#)
Add Communicate@amo.on.ca to your safe list



March 2, 2023

In This Issue

- AMO member resolution campaign on homelessness.
- Submit your entry for the 2023 PJ Marshal Awards.
- NG9-1-1 Transfer Payment Program.
- Paramedic Services committee established.
- MECP Webinar On CLI-ECA's March 7.
- Proposed updates to Normal Farm Practices Protection Board due April 3.
- 2023-2024 Seniors Community Grant applications.
- New Community Transit Technology Guide available.
- OSUM Conference: Registration and accommodations are open.
- OSUM Conference: Exhibitor information.
- Register for the AMO 2023 Annual General Meeting and Conference.
- AMO Conference 2023: Exhibitor and sponsorship information.
- New dates available for AMO's Land Use Planning training.
- Strengthen your leadership: AMO's New Councillor Training.
- Save the date for AMO-LAS 2023 Energy Symposium: November 2 - 3.
- New dates for Navigating Conflict for Elected Officials and Human Rights & Equity.
- Webinar: Double rebates from WSIB for Municipal Health & Safety Programs.
- MEPCO 101 for council members and municipal administrators.
- Blog: Municipal Digital Transformation: Avoid These 4 Traps.
- Cooper Lighting: Canoe meets Facility Lighting Service.
- EVs showcased in upcoming webinars.
- Hunting for energy savings with LAS.
- Careers: Peel, Muskoka, Midland, Clarence-Rockland, Mississauga, Simcoe, Halton.

AMO Matters

AMO encourages municipalities and DSSABs to consider passing a resolution ahead of the provincial budget (anticipated late March), calling on the province to end homelessness. A [resolution template](#) is available.

The PJ Marshall Award recognizes municipal governments demonstrating excellence in the use of innovative approaches in the areas of capital, service delivery showcasing examples where Ontario municipalities have implemented and can point to tangible outcomes from new, more cost-effective ways of providing public services and facilities. For more information click [here](#).

Provincial Matters

Public Safety Answering Points (PSAPs) will be notified shortly on applications for NG-911 transition funding for 2022-2023. The funding program has been implemented to help support the transition CRTC deadline of March 4, 2025. For more information contact ESTD.NG9-1-1@ontario.ca.

The Ministry of Labour, Immigration, Training and Skills Development has [announced](#) the establishment of a Paramedic Services Committee under the *Occupational Health and Safety Act* (OHSA) to develop resources that address the unique health and safety risks faced by the profession.

On March 7, The Ministry will host a public webinar on Consolidated Linear Infrastructure Environmental Compliance Approvals. See their [Eventbrite page](#).

The Normal Farm Practices Protection Board is proposing updates to its Rules of Practice and Procedure. See the [ERO posting](#) for details.

Apply between January 11 - March 6 for Seniors Community Grants to support the delivery of programs and learning opportunities for seniors. Applications will be accepted through the [Transfer Payment Ontario](#) site.

The Ministry of Transportation has published a [Transit Technology Toolkit](#) for small and medium sized municipalities, indigenous communities, and transit systems. The kit helps communities to navigate new transit technologies. For more information, contact: mto.smart.mobility@ontario.ca.

Eye on Events

Springtime in Paris is hosted by the County of Brant, April 26 - 28, inviting municipal leaders from small urban municipalities to this important event. [Register today](#) for the Ontario Small Urban Municipalities Conference and book your [accommodations](#) by March 25 to take advantage of conference rates.

Information on how vendors can participate in the Ontario Small Urban Municipalities Conference (OSUM) is now available. Please [click here](#) for the full package and application form.

AMO is excited about this year's Conference hosted by the City of London at RBC Place London and DoubleTree by Hilton, August 20 - 23, 2023. Book your [accommodations and register](#) now for this important event.

Don't miss out on the opportunity to exhibit or sponsor at the 2023 AMO Conference - the largest municipal conference in Ontario. Full details on how your organization can participate is located [here](#).

AMO's Foundations in Planning and Deeper Dive training prepares elected officials in understanding planning concepts and requirements as well making strategic decisions on the complex issues you will face over the coming term. Register [here](#) and [here](#).

AMO training examines the realities, responsibilities, challenges and opportunities of municipally elected officials in today's context. Essential information on legislation, policy, roles, responsibilities and managing relationships are only some of the things attendees will gain insight and tools on. Register today for [New Councillor training](#).

Following on the success of the 2022 AMO-LAS Energy Symposium, this in-person event will once again bring information and insight to all the energy issues on your mind. Information on the location of the Symposium, registration and how to submit a proposal to present is coming soon.

AMO has designed its training to support members in your leadership roles. Our training offers skills to navigate the many relationships you encounter as an elected official. [Navigating Conflict Relationships for Elected Officials](#) is a top-rated course you shouldn't miss. New dates are also available for our [Human Rights and Equity](#) training offering insights, understanding and skills to support your role as an employer in these complex areas.

AMO's Health and Safety Program Management partner, [4S Consulting](#), is hosting a webinar on March 7 at 8:30am ET on the double rebate offering from WSIB for municipal health and safety programs. Learn more on how to create sustainable health and safety programs. [Register today!](#)

MEPCO

To better understand the Municipal Employer Pension Centre of Ontario's (MEPCO) role, and some of the key pension matters on the horizon, we created a simple [fact sheet](#) for municipal staff and elected officials.

LAS

There are [four potential traps](#) to keep in mind when you're in the midst of a digital transformation or just getting started. Avoiding them will make your transition much smoother.

Did you know [Cooper Lighting](#) is an approved supplier under the Canoe Procurement Group? They supply a wide range of lighting systems to brighten your sports fields, arenas, and other facilities. To make your lighting project truly turn-key, contact [Christian](#) and to see if Cooper will work for you under our [Facility Lighting Service!](#)

LAS is hosting a series of three webinars focused on EV technology available through Canoe. Register today: [Day 1 - March 22](#) (Fleet & Charging), [Day 2 - March 29](#) (Equipment & Recreation), [Day 3 - April 5](#) (Emergency Vehicles & Refuse Collection). This is one series you won't want to miss!

The City of Thunder Bay and Town of Hanover recently participated in [energy treasure hunts](#) with LAS, identifying over \$145,000 in energy savings opportunities. Want these results? Contact [Christian Tham](#) to find out more and book your custom Energy Workshop this spring.

Careers

Project Manager, Traffic Engineering - Region of Peel. Leads a major innovative project to develop a formal business case, in consultation with the Regional local municipalities. Apply online by March 12.

Manager, Capital Projects - District Municipality of Muskoka. Responsible for overseeing the development, implementation, assignment and completion of corporate capital projects. Apply online by March 22.

Chief Administrative Officer - Town of Midland. Facilitates the development of a clear mission and vision in line with Council directions and strategic priorities. Apply online by March 17.

Senior Planner - City of Clarence-Rockland. Responsible for Zoning and Official Plan Amendment as well as Site Plan and Subdivision applications. Apply to hr@clarence-rockland.com March 7.

Manager, Procurement Services - City of Mississauga. Develops, implements and maintains the framework of policies and procedures. Apply online by March 24.

Director, Children Services - County of Simcoe. Responsible for leading the development, implementation and effective management of the Children Services Department. Apply online by March 10.

Human Resources Business Partner - Halton Region. Advise senior leaders on human capital initiatives and on building and equipping high performance teams. Apply online by March 28.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](https://twitter.com/AMOPolicy) on Twitter!

AMO Contacts

AMO Watchfile Tel: 416.971.9856

Conferences/Events

Policy and Funding Programs

LAS Local Authority Services

MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries

Municipal Wire, Career/Employment and Council Resolution Distributions

AMO's Partners



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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES

Burk's Falls & District Historical Society

Fell Homes, Burk's Falls

Monday, February 20, 2023

Members Present: Diane Brandt – President
Charlene Watt – Secretary
Jarv Osborne
Ryan Baptiste
Judy Ransome
George Stirling

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:00 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members. Diane welcomed our new Village of Burk's Falls representative, Councillor Ryan Baptiste.

Delegation:

None

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the January 16, 2023 Meeting Minutes as circulated: **Moved by George Sterling, Seconded by Ryan Baptiste. Carried**

Treasurer's Report:

A verbal Treasurer's / Financial Report was presented by Diane Brandt. Main bank account balance was \$6,333.67 on January 31, 2023. Expenses for February include Net Spectrum automatic withdrawal in the amount of \$56.44 and Cheque #246 in the amount of \$22.60 to Diane Brandt for flowers that were given to Betty Caldwell in memory of Alan Caldwell. Deposits included \$100 in memberships for Lorne Main, Diane Brandt, Nieves Guijarro, Charlene Watt, Teresa Jordan, Jarv Osborne, Betty Caldwell and George and Mary Sterling. The lottery account balance remains at \$65.00. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by George Sterling, Seconded by Ryan Baptiste. Carried**



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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Committee Reports:

Wiseman's Corner Schoolhouse:

None

Watt Century Farm House:

Diane Brandt informed Members that this summer's farm house display will be on the Knight Brothers. Diane will contact the family members to invite them out to the Heritage Centre and to the unveiling ceremony of the Knight Brothers Municipal Park in Burk's Falls.

Correspondence:

Members discussed advertising in the Chamber of Commerce's Community Guide for 2023. An early bird discount is being offered if payment is made before March 15, 2023. The price of the advertisement after March 15 is \$1,265.00 + HST. Members agreed to having a full-page coloured advertisement promoting the Heritage Centres and Heritage Day. Diane will create the advertisement. **Motion to approve a full-page advertisement in the 2023 Chamber of Commerce Community Guide at a cost of \$1,100 + HST: Moved by Jarv Osborne, Seconded by Judy Ransome. Carried**

General Business:

Charlene Watt presented a written report to Members on the status of Heritage Day planning.

Members discussed renaming Heritage Day due to the change of venue and the increase of attractions. Members agreed to rename the event to Heritage Festival.

Diane Brandt suggested to Members that the Heritage Festival would be an appropriate time to proceed with the unveiling ceremony for the Knight Brothers Municipal Park. The firefighter challenge will be held on the grounds with the baseball diamond and skateboard park. There was an unveiling to occur previously; however, COVID restrictions prevented it from happening. Members agreed and Ryan Baptiste confirmed that he was aware of the previous Council's arrangements with the park's dedication and that the Village will support and participate in the unveiling. Diane Brandt will proceed with planning the ceremony and locate family contacts.

Members discussed cutting the grass on the fairgrounds in advance of the Heritage Festival. The Agricultural Society only cuts the grass for the Fall Fair. Charlene Watt will contact the Agricultural Society to obtain permission.



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Ryerson Township

New Business:

Psychic Days are being planned for the summer. Diane Brandt will have additional details at a future meeting.

A dunk tank was suggested at the Heritage Festival. Ryan Baptiste will inquire about local rental options. Before the booth is secured, we will need to ensure that there are participants that are willing to be dunked.

Adjournment:

The next meeting will be held on March 20, 2023 and will be the **Annual General Meeting** at Fell Homes. There being no further business, **Ryan Baptiste moved to adjourn the meeting at 7:45 p.m.**

Recorded by
Charlene Watt, Secretary

Approved by
Diane Brandt, President

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2023**

| Month | No. of Permits | Permit Fees | Project Values | Size (sq.m) |
|---------------|----------------|-------------------|---------------------|-----------------------------|
| January | 5 | \$6,770.00 | \$418,000.00 | 378 |
| February | 0 | \$0.00 | \$0.00 | 0 |
| March | 0 | \$0.00 | \$0.00 | 0 |
| April | 0 | \$0.00 | \$0.00 | 0 |
| May | 0 | \$0.00 | \$0.00 | 0 |
| June | 0 | \$0.00 | \$0.00 | 0 |
| July | 0 | \$0.00 | \$0.00 | 0 |
| August | 0 | \$0.00 | \$0.00 | 0 |
| September | 0 | \$0.00 | \$0.00 | 0 |
| October | 0 | \$0.00 | \$0.00 | 0 |
| November | 0 | \$0.00 | \$0.00 | 0 |
| December | 0 | \$0.00 | \$0.00 | 0 |
| TOTALS | 5 | \$6,770.00 | \$418,000.00 | New Construction 378 |
| | | | | Demolitions 0 |

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2022**

| Month | No. of Permits | Permit Fees | Project Values | SFD'S, Seasonal Dwellings and Multi-Unit Dwellings | |
|--|----------------|---------------------|------------------------|--|-----------|
| | | | | 2022 | 2023 |
| Burks Falls | 0 | \$0.00 | \$0.00 | 0 | 0 |
| Joly | 0 | \$0.00 | \$0.00 | 0 | 0 |
| South River | 1 | \$400.00 | \$20,000.00 | 0 | 0 |
| Machar | 1 | \$1,600.00 | \$100,000.00 | 0 | 0 |
| Strong | 1 | \$1,600.00 | \$100,000.00 | 0 | 0 |
| Ryerson | 0 | \$0.00 | \$0.00 | 0 | 0 |
| Sundridge | 2 | \$3,170.00 | \$198,000.00 | 0 | 0 |
| TOTALS | 5 | \$6,770.00 | \$418,000.00 | | 0 |
| Permit activity at end of February 28, 2023 | | | | | |
| TOTALS | 4 | \$27,557.50 | \$1,810,533.00 | 1 | |
| Permit activity at end of February 28, 2022 | | | | | |
| TOTALS | 1 | -\$20,787.50 | -\$1,392,533.00 | | -1 |
| Difference from previous year | | | | | |