

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

Monday August 28, 2023– 7:00 p.m.

THIS WILL BE A COMBINED IN-PERSON/ELECTRONIC MEETING

Village of Burk's Falls Senior Centre
136 Yonge Street, Burks Falls, Ontario

Contact the Burk's Falls Township if attending electronically, for meeting access information. 705 382-3138 email: treasurer@burksfalls.ca

1. Host, Village of Burk's falls : Mayor Hope Welcome and Call the meeting to Order
2. Approve Notes from Tri - Council meeting May 29, 2023 (Resolution)
3. Virtual Presentation - DSSAB CAO and Communications Officer
4. Burk's Falls, Armour & Ryerson Union Public Library presentation
5. Agricultural fall fair - fair funding (Possible Tri services funding)
6. Fairground property (Possible Tri services funding)
7. Water and Sewer Extension
8. Firehall / EMS (Partnership)
9. Hospital Health Care Services(New)
10. Health Centre Building impacts to municipalities
11. Arena (Monthly report, capital expenses)
12. Junior Hockey Report
13. 2024 Shared Services budget
14. Rental Rates
15. Other : Community fireworks Burk's Falls, community expansion partnership

16. Next Quarterly meeting date: Monday November 27,2023 (Ryerson Host)

17. Adjourn

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

TRI COUNCIL MINUTES

May 29, 2023

The combined in-person/virtual TRI Council meeting of the Councils of the Township of Armour, the Township of Ryerson and the Village of Burk's Falls was held on Monday, May 29, 2023 at 7:00 p.m. at the Katrine Community Centre and hosted by the Township of Armour.

Those in attendance for were:

Township of Armour Council present included Mayor Rod Ward; Councillors Jerry Brandt and Rod Blakelock; Staff: John Theriault, Clerk-Treasurer/ Administrator.

Village of Burk's Falls Council present included Mayor Chris Hope, Councillors John Wilson, Ryan Baptiste, Sean Cotton and Ashley Brandt; Staff: Tammy Wylie, Treasurer and Candy Shuker, Administrative/Finance Clerk.

Township of Ryerson Council present included Councillors Delynne Patterson, Beverly Abbott, and Dan Robertson; Staff: Nancy Field, Deputy-Clerk, Brayden Robinson, Treasurer, Ken Stevenson, Deputy-Chief and Cam Haffner, Fire Prevention Officer.

Guests: Nieves Guijarro and Josie Woodman.

The meeting was called to order by Mayor Rod Ward at 7:02 p.m.

CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING:

The notes of the regular meeting held on February 27, 2023 were approved as circulated.

DECLARATION OF PECUNIARY INTEREST: None

Mayor Rod Ward welcomed all of the participants and advised TRI Council that he would like these meetings more open for discussion and that some decisions be made to move items forward.

DISCUSSION ITEMS:

Proposed Agreement – Almaguin Highlands Health Centre

TRI Council discussed the report presented by the Village of Burk's Falls concerning the options on how to fund the Almaguin Highlands Health Centre. This report needs to be discussed by each Council included in the catchment area of the facility. Some Councils have already sent in a response on the options available in the report. Question was asked as to why this facility is not included in the shared services. A history of the facility was given and the discussion on including it in the shared services will need to be held in the future. Council for the Village of Burk's Falls also needs to discuss the responses to their proposed options before making a decision.

Appointments to shared Boards & Committees

TRI Council discussed how municipalities who share members of a board or committee could create a system by which appointing these members could be streamlined. A proposal would be to ask all Councils who is interested in sitting on a board or committee and then having a meeting with all the candidates to choose one who would be recommended by all of the Councils. Another option would be to have ballots until a candidate get the majority. Another idea would be to choose an alternate if the first representative could not fulfil his/her mandate. Another option would be to choose one municipality to be in charge of collecting the information and recommending a candidate.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

TRI COUNCIL MINUTES

May 29, 2023

Succession Planning – Senior Management TRI Services

TRI Council discussed succession planning for the TRI services. The Fire Chief and the Arena Manager will be retiring in the near future. TRI Council wanted to know what steps are being taken by each municipality to ensure that these positions will be filled when senior management retires. The arena has a succession plan. The Fire Department is looking at succession planning, but it has not been implemented yet. The Fire Department position could be shared with another municipality. Waste Management is not looking at its department head retiring, but Armour will also be looking into succession planning.

Rental Rates for Library and Fire Department

The Village of Burk's Falls requested a discussion on the rental rates they are charging for the Fire Department and the Library. The current rates are not in line with what is being charged on the market. The Village would like to update these rates so that they would have the money available to upgrade the buildings as needed. Would the other two partners be agreeable to this?

New Library – Discussion, Timelines & Funding Model

TRI Council discussed the renovation or construction of a new library. There is a need for the Library Board to decide what they want to do with this project and to set a timeline for this project. TRI Council discussed how this project will be funded by the partners. If we wish to find grants, we will need to have a shovel ready project. TRI Council passed a resolution requesting that the Library Board report back to TRI Council with a concrete plan on how to construct a new library.

New Fire Hall – Discussion, Timelines & Funding Model

TRI Council discussed the construction of a new fire hall. EMS is interested in a joint project within the next four (4) years, there is a need to set a timeline for this project and get it going. TRI Council discussed how this project will be funded by the partners. If we wish to find grants, we will need to have a shovel ready project. Township of Ryerson will look into the possibility of leading this project and will report back to TRI Council.

Agricultural Society – Fall Fair Update

An update was given on the Fall Fair. TRI Council discussed how the rental of the tents for the Fall Fair was going to be financed. The approximate cost for the tents is \$6,000. TRI Council agreed that the cost of the tents will be covered through the arena budget. A discussion ensued concerning the amount of work members of the Agricultural Society have to put in to be able to raise enough money every year to keep the Society moving forward. There was also some discussion within the Society on to how improve it.

Other Business

The Village of Burk's Falls would like neighbouring municipalities to work together to help in making events work. Volunteers are hard to find now, so putting our resources together would really help.

TRI Council was advised that projects are coming to the area and working together will help.

ADJOURNMENT:

The TRI Council meeting adjourned at 9:00 p.m.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

TRI COUNCIL MINUTES

May 29, 2023

RESOLUTIONS:

Moved by John Wilson, seconded by Jerry Brandt; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls approve the notes of the regular meeting held on February 27, 2023. Carried

Moved by Rod Blakelock, seconded by Chris Hope; That the Library Board present their findings concerning the construction of a new library to the TRI Council at their next meeting on August 28, 2023. Carried

Moved by John Wilson, seconded by Ryan Baptiste; Be it resolved that each TRI Council municipality agrees to pay for the tents required to create an indoor venue for the Fall Fair to offset the inability to use the ice surface in the arena and further that the cost of the tents be paid from the arena budget and any overage caused in the budget be jointly covered by the three (3) municipalities. Carried

Moved by Sean Cotton, seconded by John Wilson; That the TRI Council of the Township of Armour, Township of Ryerson and the Village of Burk's Falls adjourn this regular TRI Council meeting at 9:00 p.m. until the next regular TRI Council meeting scheduled for Monday, August 28, 2023 to be hosted by the Village of Burk's Falls. Carried

Rod Ward, Mayor

John Theriault, Clerk



District of Parry Sound

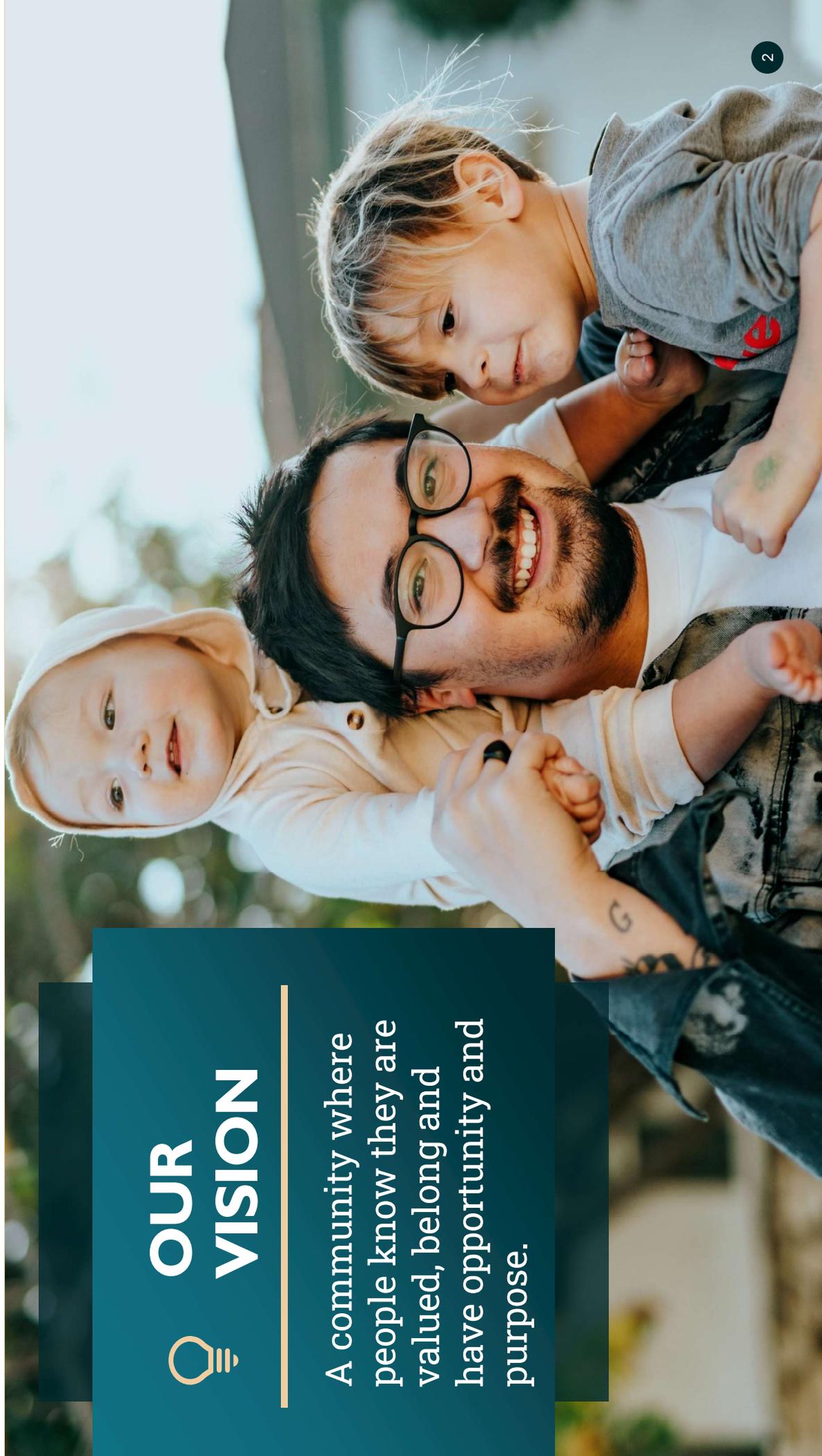
Social Services
Administration Board





OUR VISION

A community where people know they are valued, belong and have opportunity and purpose.





OUR MISSION

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

OUR PROGRAMS



CHILDREN'S SERVICES



HOUSING SERVICES



INCOME SUPPORT &
HOUSING STABILITY
(ONTARIO WORKS)



VIOLENCE AGAINST
WOMEN (VAW)
SHELTER & OUTREACH

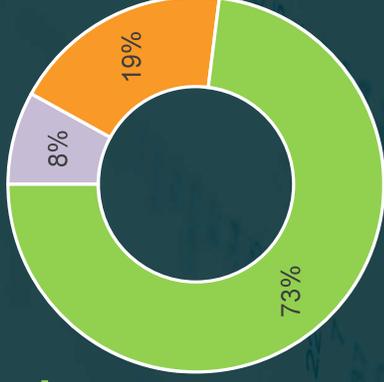
HOW WE'RE FUNDED

USER FEES & GRANTS

8%

PROVINCIAL
FUNDING

73%

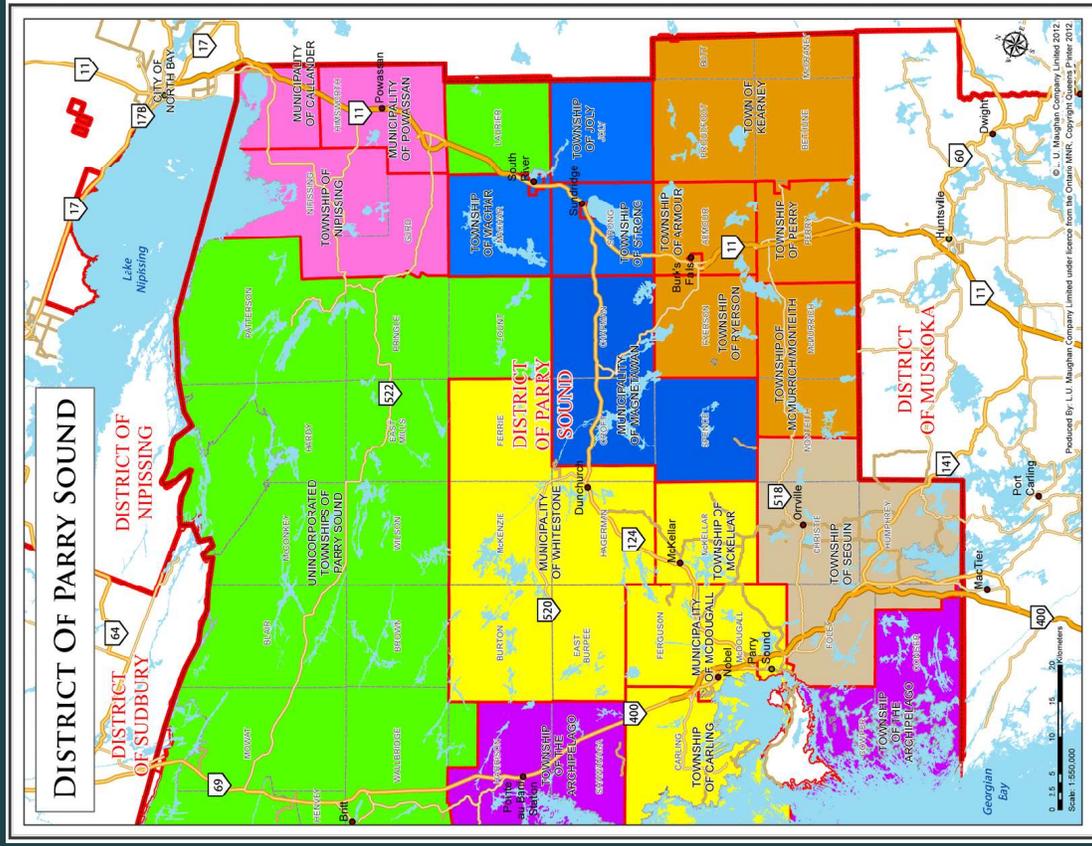


MUNICIPAL LEVY

19%

OUR DISTRICT

- **Population = 46,909**
In 2021, the enumerated population of Parry Sound (District), was 46,909, which represents a change of 9.5% from 2016. This compares to the provincial average of 5.8% and the national average of 5.2%.
- **Area = 9113 Square Kilometres**
The land area of Parry Sound (District) is 9,113.92 square kilometres and the population density was 5.1 people per square kilometre.



OUR BOARD

Rick Zanussi (Chair)

Representing the Township of The Archipelago

Tom Lundy

Representing the Township of the Archipelago

Ted Collins

Representing the Township of Seguin

Gail Finnon

Representing the Township of Seguin

Mike Dell

Representing the Municipalities of Powassan, Corporation of the Municipality of Callander, Township of Nipissing

Peter McIsaac

Representing the Municipality of Powassan, Corporation of the Municipality of Callander, Township of Nipissing

Teri Brandt

Representing the Village of South River, Village of Sundridge, Township of Joly, Township of Machar, Township of Strong and Township of Magnetawan

Sharon Smith

Representing the Village of South River, Village of Sundridge, Township of Joly, Township of Machar, Township of Strong and Township of Magnetawan

Joel Constable

Representing the Township of Carling, Municipality of Whitestone, Township of McDougall, Township of McKellar

Janice Bray

Representing the Township of Carling, Municipality of Whitestone, Township of McDougall, Township of McKellar

Jamie McGarvey

Representing the Town of Parry Sound

Jerry Brandt

Representing the Town of Kearney, Village of Burk's Falls, Township of Armour, Township of Perry, Township of Ryerson, Township of McMurrich / Monteith

Vacant

Representing the Town of Kearney, Village of Burk's Falls, Township of Armour, Township of Perry, Township of Ryerson, Township of McMurrich / Monteith

Teresa Hunt

Representing the Townships Without Municipal Organization (TWOMO)

Ted Knight

Representing the Townships Without Municipal Organization (TWOMO)

INCOME SUPPORT & STABILITY



ONTARIO WORKS

- Financial assistance for low-income individuals who qualify
- Life stabilization & employment assistance and training supports
- Referrals and coordination with a variety of community partners including Housing Stability, Housing Programs, Employment Ontario, CMHA, ODSP, Esprit and health care partners.



EMERGENCY ASSISTANCE

- Short-term financial assistance for those in emergency situations such as:
- Not having enough money for things like food and housing.
 - being evicted from your home
 - leaving an abusive relationship
 - worried about your safety
 - Ukrainian migrants arriving or remaining in Canada under the Canada-Ukraine Authorization for Emergency Travel pathway (CUAET).



HOMELESSNESS PREVENTION

- Provides financial support through Housing Prevention Program (HPP) funding and Short-Term Housing Allowance for those at risk of losing their housing, including those facing rental or utility arrears, or struggling to afford connection fees.
- Maintains the By-Name List which is kept up-to-date in real-time and provides data on inflows and outflows of homelessness to support access to appropriate service.
- Conducts a district wide Homelessness Enumeration every two years which provides a community-wide measure of homelessness, identifying service needs and informing plans to prevent and reduce homelessness.

87 The # of people in the District of Parry Sound experiencing homelessness on September 15, 2021.



*The results of this summary highlight the responses of the 44 people that consented to the enumeration survey.

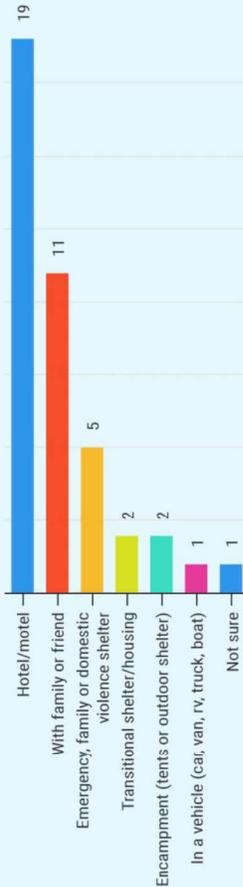
9% Experiencing homelessness with children

20% Identified as Indigenous

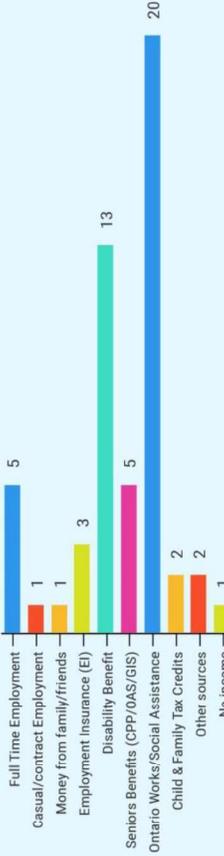
64% Experiencing homelessness alone

61% Female
39% Male

Where are you staying tonight?



What are your sources of income?



41% reported having an illness or medical condition

44% reported having a learning or cognitive limitation

24% reported having a substance abuse issue

34% reported having a physical limitation

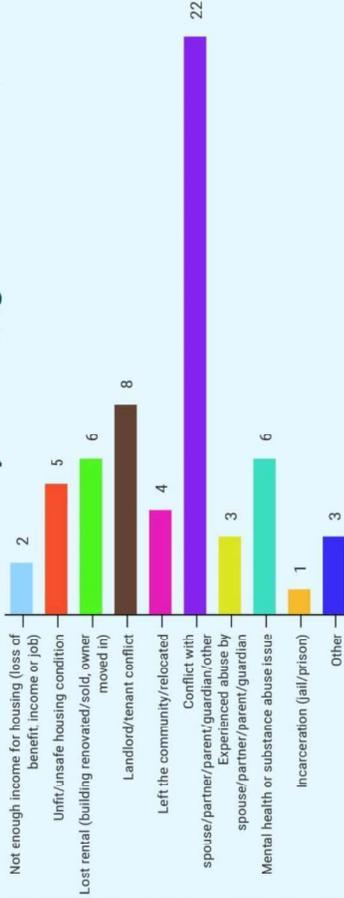
54% reported having a mental health issue

2% reported having past military service

68% Have a family doctor

21% reported having been in foster care or a youth group home as a child.

What factors have led you to being under-housed?



CHILDREN'S SERVICES



SERVICE MANAGER

- The Child Care Service Management division provides leadership, guidance, and support to licensed child care programs in the district.
- We administer the Canada-Wide Early Learning & Child Care (CWELCC) program
- We determine eligibility for Child Care Fee Subsidy for families that reside in the district, and oversee the billing process for directly operated child care programs.
- Our Quality Assurance Program ensures that high quality child care is available in all licensed child care programs.
- We provide training and development opportunities for child care programs in the district.
- We execute purchase of Service Agreements with child care operators



DIRECTLY OPERATED CHILD CARE

- Operate 4 Early Learning & Child Care Centres
 - ✓ Fairview ELCCC (Powassan)
 - ✓ Waubeek ELCCC (Parry Sound)
 - ✓ Highland ELCCC (Emsdale)
 - ✓ First Steps ELCCC (South River)
- Licensed Home Child Care Program (18 Agency Approved Homes)
- Inclusion Support Services
- EarlyON Child & Family Centres (3 EarlyON hubs and 13 EarlyON satellite programs)

HOUSING SERVICES



HOUSING OPERATIONS

Community housing units are owned and operated by local housing, non-profit or co-operative housing corporations. The province regulates community housing through the Housing Services Act (HSA) as well as the Residential Tenancy Act (RTA). In the District, we have a mix of non-profit and affordable housing providers.

The DSSAB owns and operates 215 rent-g geared-to-income units , along with 27 affordable, and 25 market units, for a total of 267 home/units.

In addition to the DSSAB stock, there are 135 units of non-profit housing stock in the District, including a mix of RGI and market units.

Tenant Services and Property Maintenance & Capital Projects fall within the scope of the Housing Operations Program.



HOUSING PROGRAMS

The DSSAB is the designated housing service manager responsible for the funding and administration of community housing programs and oversees affordable housing projects in the District of Parry Sound.

- Responsible for the administration of Rent Geared to Income housing and managing the Centralized Wait List.
- Seeks opportunities to create affordable housing and maintains a strong working relationship with local landlords and potential developers.
- Maintains operating agreements with Non-Profit Housing providers

VIOLENCE AGAINST WOMEN (VAW)



ESPRIT PLACE FAMILY RESOURCE CENTRE

Whether you require a place to stay in the shelter, or just want to meet with a counsellor and create a safety plan, Esprit Place has a program to suit your needs. All services and programs are voluntary, free of charge, and confidential.

- **Esprit place** offers **emergency shelter** and assistance for women and children in the District of Parry Sound who find themselves in crisis. Priority is given to women leaving abusive situations. The shelter is an emergency 10-bed home which is staffed **24 hours a day, seven days a week**. There are individual bedrooms for privacy, and common areas shared by all residents. We strive to maintain a safe home atmosphere, with expectations of co-operation and tolerance from everyone within the household. Esprit Place provides a friendly and supportive atmosphere for children.
- Our **Transitional & Housing Support** Worker assists women in identifying and accessing the supports needed to live free from violence and to establish new lives in the community.
- An **Outreach** Worker is available in Parry Sound and South River to provide non-residential counselling to women living in the district. We also provide accompaniment to court, legal and Crown appointments. Individual and group counselling is available.
- The **Children's Voices** program is designed to help children up to the age of 16 heal from the effects of having witnessed violence or abuse.



STAY CONNECTED!



www.psdssab.org



Facebook.com/PSDSSAB

Twitter.com/PSDSSAB



Monthly CAO reports available at
www.psdssab.org/CAOreports

THANK YOU

Tammy MacKenzie
CHIEF ADMINISTRATIVE OFFICER



tmackenzie@psdssab.org



705-746-7777 ext. 5220



JJ Blower
COMMUNICATIONS OFFICER



jblower@psdssab.org



705-746-7777 ext. 5264





The Municipality of the
VILLAGE OF BURK'S FALLS

172 Ontario Street Box 160 Burk's Falls ON P: 705-382-3138 F: 705-382-2273 www.burksfalls.net

1. Background

The Council for the Village of Burk's Falls became the owner of the former Red Cross Hospital in 2011. At that time a Board, The Almaguin Health Centre Board, with Village representatives was set up to begin the process of accepting funds and working to bring health care services back to Almaguin.

The Board set up monthly committee meetings jointly with Almaguin municipal members to assist with the goal to attracting new doctors and health care professionals. In 2011 all municipalities joined in these efforts and passed resolutions of support, forwarding them onto the Northeast Local Health Integration Network and the Ministry of Health.

In 2012 the AHHC Board commissioned a Business Plan, adopted the final document, and sent to the senior levels of government for approvals. This started the process to have a Ministry funded Family Health Team (FHT) set up in the AHHC. Renovations were completed and the FHT and Doctor's Group opened up practice to serve the communities of Armour, Burk's Falls, Magnetawan, Perry and Ryerson. However, there are also patients from all over Almaguin including from McMurrich Monteith and Kearney. The Board, and several individual municipalities, have sent several resolutions of support to have McMurrich Monteith and Kearney added to the catchment area but to date there has been no success at the provincial level.

The 2012 Business Plan informed the AHHC Board that the loss of urgent care is the biggest concern and that the region is being underserved despite the province's statement to the contrary. The residents want a multi-purpose community-based healthcare facility. Providers want coordination of activities among healthcare providers in the region to be better aligned and a more consistent and sustainable funding models. The Business Plan was partially executed due to funding constraints. There were services as indicated then, but none directly supported by the AHHC Board. There are services listed that were to be administered by the Board but they continue to be administered by Muskoka Algonquin Health Care and funded by the Village.

In 2019 the Council for the Village of Burk's Falls began the request to Almaguin municipalities to assist with the costs of operating and upkeep of the Almaguin Highlands Health Centre. The intent as can be derived from the literature back in 2011 indicate that the Health Centre was to be supported with funding from other municipalities. This arrangement was not formalized but in 2011 all municipalities did contribute \$2.00 per person based on the population of the time. Other contributions were received as individual Councils felt necessary. Since 2019, most municipalities have agreed to an annual contribution to share the burden of ensuring health care services are located in Almaguin. However, there is a desire to make the annual request more predictable for all parties.

The Village of Burk's Falls wants to formalize a long term plan for the building to create a truly sustainable community health hub for all of Almaguin. There are health providers in other communities and yet the residents in the region continue to feel underserved. A formal path needs to be set to achieve the long term goals. However, the ratepayers of the Village cannot afford to be solely responsible for this initiative.

The following will summarize the options that the Council for the Village of Burk's Falls has contemplated to provide all Almaguin Highland Health Center municipal members a better understanding and a more structured way forward.

Governance Options Considered

1. Keep the status quo, send request as annual invoices based on previous year's deficit
2. Sell the building through the competitive market
3. Create a stand alone incorporated Board
4. The Village continues to manage with the assistance of a AHHC Board

2. Important to Know

- A. The Village's budget for the property includes the combined revenue and expenses for all the buildings/services including the Medical Building, the EMS Base, and the Health Centre.
- B. The AHHC building has been deemed a capital facility and as such the Village doesn't collect or charge taxes for the property. The medical building does not qualify as a capital facility.
- C. The Almaguin Highlands Health Centre is a commercial building with tenants who provide health and social related services to the region. Neither, the Village, nor the Health Council, directly offers any service from the building. The Village does manage it as a landlord and promotes any vacancies to extend health related services offered to Almaguin. The success is that many other health service providers seeking new locations see the merit in having the health hub as well.

Figure 1: Services on property listed by serviced areas.

	Value of Rent (see legend)	Beneficiary Regional	Beneficiary Catchment	Beneficiary ARBF
AHHC Services				
X-Ray / ECG	N	x		
Laboratory	N	x		
Physiotherapy (MAHC)	N	x		
CMHAC	M	x		
NBPS Health Unit	M/Donation	x		
Foot Care (In Physio rm)	N	x		
Diabetes Education	N	x		
OTN	N	x		
The Friends	M	x		
AI-Non	S	x		
Emotions Anonymous	S	x		
Sexual Assault	S	x		
Medical Supply Depot	M	x		
Frozen Meals Program	S	x		
BF Family Health Team	S		x	
Drs. Family Health Team	S		x	
Food Bank	S	x		
Board Room	M	x		
Medical Building Services				
Children's Aid Society	M	x		
Medical Accessible Transportation	M	x		
Fire Department	S			x
Arnica (Pharmacy)	M		x	
Highlands North Physio	M	x		
vacant				
med bldg. top right back	M			
med bldg. lower front right	M			
EMS Building	S	x		

Legend Value of Rent: N=No rent paid; M=Market rent paid; S=subsidized rental fees

Regional: All Almaguin Municipalities

Catchment: Townships of Ryerson, Armour, McMurrich Monteith, Kearney, Perry, Municipality of Magnetawan, Village of Burk's Falls

ARBF: Townships of Armour and Ryerson and Village of Burk's Falls

While the Community Care Access and the Health Unit no longer have physical locations, they do continue to offer their services to the region. Services are now performed in the clients home and when needed the Boardroom at the AHHC is booked.

- D. The Almaguin Highlands Health Council and the Village have conducted several surveys with Almaguin residents over the past 4 years for a variety of reasons. These recent surveys indicate, Almaguin wide, health care remains top of mind and access to services is the number one priority. Access may mean the type of service, transportation to the service and the affordability of the service. In Almaguin there is still a waitlist for a family doctor. However, the Ministry of Health has concluded for our population there are adequate doctors. Other health services requested from the survey results:
- a. Doctor/Nurse Practitioner
 - b. Dentist
 - c. Urgent Care
 - d. Optometrist
 - e. Mental Health Services
- E. The Council for the Village of Burk's Falls wants to re-establish the charitable organization, the AHH Center Board, to function as a fundraising organization to support the building infrastructure so that services continue to want to be located within the Health Hub. Capital on the building has been focused on the Family Health Team needs with over \$400,000 being contributed to renovations since 2011 and in recent years. There is another ask (2022) from the FHT for further renovations that was sent to all catchment municipalities, and most have agreed to cover these expenses. The OTN will be moving down as well into a larger area and the Health Council has agreed to use some of the funds collected to support OTN equipment upgrades. The funds are going directly to the FHT so they can relocate to the lower east level (former LHIN space). The charitable organization, to be reorganized, will act as the agent for donations and possibly into the future as an Administrator for the Health Hub, connecting services to available spaces and vice versa. Currently, there is no funding for this position.
- F. There is a lot of history over the last 12 years of operating the Almaguin Highlands Health Centre. Services have come and gone, new ones have arrived and some have stayed the course. There have been many stakeholders and passionate councillors who have worked to make this Health Hub a sustainable reality. Appendices to this report are:
- a. Resolution copy from Almaguin Communities to support the takeover of the Health Centre to the Ministry and NE LHIN. (2011)
 - b. Business Plan for AHHC Community-Based Healthcare in Almaguin (2012)
 - c. 2019 Request from Village for support
 - d. 2022 Update on AHHC and Village's request for support
 - e. 2020 Almaguin Highlands Primary Health Care Survey Results
 - f. 2020 Almaguin Community Safety and Well Being Plan Survey – relevant results
 - g. Breakdown of Revenue and Expenses from 2011 to 2023 (budget) for AHHC
 - h. Summary reports from Engineer Study of AHHC in 2022 (mechanical condition assessment)
 - i. 10 Year Capital Items
- G. When MAHC ceased management of the building as a hospital to manage their deficit they entered into an agreement with the Village that they would continue their services (x-ray, Lab, post op physiotherapy) to the region as long as they did not have to pay rent. There is no end date to this contract and it remains valid.

- H. The Almaguin Highlands Health Center has several services within the building that have, and demand, subsidized or no-rent agreements. These services are important to the region and are needed to keep the communities and residents healthy. However, this creates a shortfall for operations which then provides very low funds for capital improvements. The upkeep of the building has fallen only to the residents of the Village solely, until 2019 when municipalities did begin to contribute. This is welcomed relief as the services benefit more than Village residents and it now allows the Village to plan for much needed improvements. A predictable and formal contribution agreement is needed to solve the problems of these rental shortfalls. This report is intended to provide options and recommendation on how to achieve that outcome.

3. The Governance Options Explained

1. Keep the status quo, send request as annual invoices to member municipalities based on immediate previous year's shortfall.
 - a. Village seeks services and promotes the rental of empty units
 - b. Village enters into all tenant leases
 - c. Village manages all building operating services as landlord
 - d. Village plans and manages all capital improvements – which up to now have been mainly for the FHT and now the 2nd floor is a priority for 2023
 - e. Village holds all service contracts, fire, alarms, yard maintenance, snow removal, custodial services
 - f. Pros – ensure services provided, non-profit service groups use at low cost, attractive for local and regional economic development
 - g. Cons – recurring funding shortfalls paid by BF ratepayers, MAHC agreement at no rent, age of building, amount of resources to administer

2. Sell the building through the competitive market
Council has considered this option and while it is not off the table, it is not the preferred option. When looking strictly from a business angle, this building is not self-supporting, and it is not the Village's intent to have taxpayers fund rental properties. However, the importance of having control over the services within the building is not lost on Council. Local health care services are vital to attracting new residents. While it is not the mandate of municipal governments, without the support and promotion by municipalities the existing services may not have located in the region.

3. Create a stand alone incorporated Board
 - a. Sell shares of the building to member municipalities and/or stakeholders
 - b. Board makes all decisions; member groups cover all costs of operating and capital as the Board deems necessary (Like a library)
 - c. Board has own staff (Executive Director) to manage the facility and ensure it reaches capacity with health care services
 - d. Pros: There is no direct deficit to the Village's ratepayers, more decision makers for the building,
 - e. Cons: restricted say on tenants/services to be available, Board negotiates with tenant for lease if too much/full cost recovery, no services are located here

4. The Village continues to manage with the formal assistance of member municipalities
 - a. All AHHC Council member municipalities enter into a contribution agreement to cover approved budgeted costs at a fixed percentage with 5-year review intervals.
 - b. The Village continues to oversee operations of the building, as is Option #1
 - c. The Village continues to hire staff 3 days a week to manage facility (current Admin Assist)

Governance Recommendation

Option #4 (four) is the preferred option. This would continue to be in conjunction with the Village’s establishment of the Foundation for the Health Centre to assist in raising funds for capital improvements. The Almaguin Highland Health Council has adopted new terms of reference that removes the building from their mandate and focuses on health care services being provided throughout Almaguin. However, we have seen the success of attracting services to health hubs, especially when they align. For example, a doctor’s office with walk-in lab and x-ray services in the same building. As seen from *Figure 1* on services offered, many of the services currently in the building benefit more than one municipality.

With this option, the largest issue will be the factors for cost sharing. As expected, there is always the concern that one municipality will be off setting costs for a building owned by another. In this case, the cost recovery should be viewed more as covering the cost for services that collectively don’t pay enough rent to offset the cost of their space. Many services are subsidized, in fact the most used services are either not paying rent (through service agreement) or have a reduced rental rate. When reviewing *Figure 1* compared to subsidy amounts with *Figure 2* for Subsidy rents by tenant, below, for health care services there is an annual rental subsidy of \$40,974.20. That consists of support group charges, Muskoka Algonquin Health Care services, the Ontario Telemedicine Network and the two groups that make up the Burk’s Falls and Area Family Health Team.

Figure 2: Subsidized rents rates by tenant

AH Health Centre Subsidy for Services		Per municipality
1. All Almaguin Municipalities (10 communities)		
Support Groups	900	
MAHC (lab,xray,physio)	31,816	
OTN	3075	
Total for services for 10 municipalities serviced	\$ 35,791.00	\$3,579.10
2. Catchment		
BF, Armour, Ryerson, Perry, Magnetawan Kearney, McMurrich Monteith (7 communities)		
Family Physicians	\$ 5,183.20	\$740.46
Total subsidy @ AHHC Services/Yr.	\$ 40,974.20	\$3,619.56
Additional subsidy for Food Bank/yr.	\$20,336.90	
vacant space is	\$19,577.50	
we are currently in discussions		
Total rent shortfall	\$80,888.60	

The Food Bank is a regional service as well and they do receive a discount on the fair market rental rate as their space is large and offers a valuable service to the vulnerable population. The Fire Department has an office within the medical building and upon renewal the rates can be expected to increase as well. There are two units vacant or underutilized since 2022 but the Village is in discussion with a health provider and it does look promising. If it is not successful, the Village will market the spaces again in the summer of 2023.

4. Cost Sharing Contribution Options

In reviewing the possible cost factors for the contribution agreement to implement the governance recommendation No. 4, the Village has considered:

1. Covering subsidy for services plus 50% for capital to attract new services. The second story will be refreshed in 2023 and several units will be marketed for rent to health providers. As much of the capital has been focused on the Family Health Team the rest of the building is in need of urgent cosmetic care. The engineering reports and 10-year capital list will also require \$600,000 in capital improvements over the next few years. The Village is applying for grants to assist with these costs.

Annual subsidy based on services (Figure 2)	\$ 40,974.20
Additional 50% Capital improvements	<u>\$ 20,487.00</u>
	\$ 61,461.20
Divided by 10 municipalities / per year	\$ 6,146.10

2. Basing cost sharing on usage for services. The Village has been requesting the service providers that receive discounted rental rates to track usage for the past several years. The summary is below. The chart takes into account the average percentage of all usage plus the population, as health care is a people centered service, and calculates the portion of the 12-year average deficit. The concern with usage is that it is not reliable and often clients don't know which municipality they "live" in even when asked for postal codes and those giving the questionnaire do not know the street names or boundaries of the communities. Additionally, service providers have shared being very busy so they are doing their best to record the information correctly. Client information is also protected under freedom of information rules and addresses cannot be recorded for these purposes.

Figure 3: Use of services by community

Serviced Municipalities											
Statistics on Usage @ AHHC											
# of Benefiting Communities	10		10		7		Population				
Service Provided	OTN		MAHC Services		BFFHT		Population		Average %		Average deficit
	pre-2019	%	2021	%	2020	%		%			
Burk's Falls/Armour/Ryerson*	234	15.54			1709	0.44			0.00		\$ 60,069.30
Armour	22	1.46	389	11.57			1459	11.92	10.67	11.20	6727.76
Burk's Falls			760	22.60			957	7.82	12.42	12.95	7778.97
Kearney	26	1.73	175	5.20	236	6.06	974	7.96	5.00	5.53	\$ 3,321.83
Magnetawan	47	3.12	338	10.05	275	7.06	1753	14.32	8.25	8.78	\$ 5,274.08
McMurrich	28	1.86	156	4.64	178	4.57	907	7.41	4.75	5.28	\$ 3,171.66
Perry	37	2.46	270	8.03	485	12.45	2650	21.65	10.50	11.03	\$ 6,625.64
Ryerson			171	5.08			745	6.09	7.67	8.20	\$ 4,925.68
Strong			322	9.57			1566	12.79	11.33	11.86	\$ 7,124.22
Sundridge			712	21.17			938	7.66	15.08	15.61	\$ 9,376.82
Strong/Sundridge/Joly*	1112	73.84		0.00	1013	26.00			0.00	0.53	\$ -
Joly			70	2.08			293	2.39	9.08	9.61	\$ 5,772.66
totals	1506	100	3363		3896		12242		94.75	100.58	

*Note: some services collected use based on Postal

3. Covering the average 10-year deficiency evenly across all 10 municipalities. In reviewing the deficiency since 2011/2012 the average deficit for operating and capital has been \$60,069. Currently, the annual invoices are sent out based on the previous year's deficit divided among those municipalities who contribute to off setting health care services. The cost for each municipality under this system is \$6,007.00 per year.
4. Population based: In reviewing the history of the Health Centre in 2011 each of the 12 Almaguin Municipalities paid \$2.00 per capita to the AHHC Board to kick start their accounts. It is logical to assume population could be a cost factor long term since healthcare services are people centric. *Figure 4* below breaks down the cost sharing by population per community. As well the last two columns calculate contributions based on per capita. Neither the 2011 contribution of \$2.00 per person, nor a \$4.00 per capita would cover the average annual deficit.

Figure 4: Population cost base by community

2021 Census Municipality	Population				
			\$60,000	\$2.00	\$4.00
Armour	1,459	0.10	6,116.55	2918	5836
Burk's Falls	957	0.07	4,012.02	1914	3828
Ryerson	745	0.05	3,123.25	1490	2980
Joly	293	0.02	1,228.34	586	1172
Kearney	974	0.07	4,083.29	1948	3896
Perry	2,650	0.19	11,109.56	5300	10600
Strong	1,566	0.11	6,565.12	3132	6264
Sundridge	938	0.07	3,932.36	1876	3752
Magnetawan	1,753	0.12	7,349.08	3506	7012
Machar	969	0.07	4,062.33		0
McMurrich Monteith	907	0.06	3,802.40	1814	3628
South River	1,101	0.08	4,615.71		0
	14,312	1		\$ 24,484.00	\$ 48,968.00

Cost Sharing Contribution Recommendation

1. It is recommended to use the cost sharing based on actual shortfalls from the previous ten years, Option 3 above. In reviewing the deficiency since 2011/2012 the average deficit for operating and capital has been \$60,069. Currently, the annual invoices are sent out based on the previous year's deficit divided among those municipalities who contribute to off setting health care services. The cost for each municipality under this system is \$6,007.00 per year.



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

ARBFMA Manager's Report

Date: August 24th, 2023

RECOMMENDATION

Accept this report as information.

BACKGROUND

Staff have continued to work on facility, ice, and equipment maintenance as well as the daily cleaning. The facility rentals for the month of August have been very busy. The Karl Crozier rentals are normal based on recent years however the ice surface rentals have exceeded expectations again and were well above rentals in recent years.

The Karl Crozier Room had 53 ½ hours booked in August which included the senior's yoga & exercise classes, Bingo, the Friends, and a 2 birthday parties.

At the time of writing this report, the ice surface had 269 ½ hours of ice booked, 16 of those hours were booked for weekly public skating. The hours exceed the August 2022 by 42 hours. However, this was expected as last August ice was only in for 4 weeks and August 2023 had 6 extra days of ice rented.

Winning Techniques currently has used 37 ½ of their banked hours in August. Winning Techniques will also use 4 hours of banked ice time on Friday September 01st leaving a balance of 286 ½.

During the month of August there were many highlights to mention

ANALYSIS

- The Zamboni crossover valve and propane connector was repaired during an open time in the facility, so no ice rentals were lost.
 - The alarm system malfunctioned late in the evening of July 27th and staff had to have a emergency repair completed that evening. The system that malfunctioned monitors the compressors, dehumidifier, and condenser. Facility staff determined that an emergency repair was required especially because of the high humidity that day and week. Staff could not afford a refrigeration system breakdown in the middle of the night without getting an immediate notification as that issue would cause chaos for facility rentals on the July 28th.
 - The National Junior Hockey League has gone dark, and staff believe the league will not be starting this fall as they reported.
 - Staff have received many compliments in the month of August about the ice surface and the facility.
 - Staff have had good interest in the ice for September currently having 108 ½ hours booked for the month. The average winter monthly ice rentals for this coming season is 125 per month which includes the public skating hours.
-



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

- Staff have had many ice rental inquiries from the open ice poster that is posted on the arenas Website and Facebook page.
- The on-line booking process for facility rentals is also increasing.
- The new fall rate for non-prime ice for 1 to 4 skaters has received great feedback and staff have already booked over 30 hours ice at that rate.
- PlumbRX has donated 2 hockey nets, 4 hockey sticks, 2 ball hockey balls and 2 hockey pucks to the Village to help us raise money for the Zamboni and Score-clock. Staff have set up a Christmas raffle and will sell tickets and the proceeds will be put towards Councils Got a Tonnie fundraiser. Staff are still waiting to hear back from PlumbRX about getting the donation delivered to the arena.
- After the 22/23 ice season, staff investigated a different type of bar to secure the Zamboni gates during ice rentals. Staff wanted something less awkward and more efficient than the heavy metal bar that was being used. The estimated costs staff received from the arena board companies were very expensive and would have had to be added to the Capital budget for 2024. Since this was a small issue staff wanted resolved, it was decided to discuss other options and approached Councilor Wilson for his advice and expertise in the matter. Staff would like to thank Councilor Wilson for helping staff with this problem and helping find a better less costly solution and one staff feel is better than the estimates received.

FINACIAL IMPACT

The cost to repair the alarm system may impact the 2023 budget however staff are still waiting on the invoice for the repair

HUMAN RESOURCE IMPACT

None to report

ENVIROMENTAL IMPACT

None to report

OPTIONS

Accept this report as information and discussion.

Graham Smith RRFA/CIT ARBFMA Manager

ARRB 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						
	top end overhaul (6000 hours)									12,000	2,050
	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										

Building

Structure report	4,000					9,780	9,000				
Replace Gas Range in Kitchen											
Replace Dishwasher			7,650								
Puck Board Upgrade/Ice Surface			65,000								
Zamboni Replacement								145,000			
Zamboni Rebuild	26,000										
Zamboni Dynasrub (Board Scrubber)	6,500						212,000				
Arena Roof											
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 106,000 141,850 149,650 161,900 133,780 249,950 145,000 2,000 20,500 10,550



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

ARBFMA – National Junior Hockey League Proposal

Date: June 13th, 2023

RECOMMENDATION

Council direct staff to do further investigation into the National Junior Hockey League and their ownership group.

Upon a positive investigation of the National Junior Hockey League and their ownership group, Council direct Village staff to negotiate a contract between the ARBFMA and Shawn Whitley of the National Junior Hockey League to bring Junior Hockey to Burk's Falls for the 2023/24 ice season.

BACKGROUND

The ARBFMA staff were approached about the possibility of bringing a junior hockey team to the ARBFMA. Arena staff organized a site visit to see if the ARBFMA would be an adequate venue for a team. The site visit went well, and during that meeting, staff proposed some needs for the facility including rental rates if the ARBFMA was a qualified site.

ARBFMA requirements:

- Ice time for games is set at the commercial rate currently proposed at \$200 per hour which includes the HST. Ice team for home game is 3 hours per game for 20 weeks
- Ice time for practice is set at the prime time rate even though practices would happen during non-prime time, currently proposed at \$120 per hour which includes the HST. Ice team required for practices is 3 to 4.5 hours per week for 20 to 24 weeks
- The ARBFMA gets 100% of snack bar sales during game days
- The ARBFMA does keeps the advertising rentals currently on the Zamboni, arena score clock, and the arena walls and can still receive new advertising rentals in those spaces
- The ARBFMA cannot offer a permanent dressing room to accommodate the team coming to the facility
- The ARBFMA will determine the adequate storage area for the team
- Game nights are negotiable for Saturday nights or Sunday Afternoons with a consideration given to Friday nights if public skating can be accommodated on another evening
- Practice and games required monthly must be prepaid before staff allow team on ice surface

The attached letter is a proposal from the president of the National Junior Hockey League for Council to consider. Staff's perspective is that the requirements proposed are acceptable and can be all worked out between the two parties.

ANALYSIS:

Junior Proposal Pros



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

- Increased facility usage of 120 to 160 hours of ice time sold (\$10,000 to 15,000 practice ice and 10,500 to \$12,000 game ice)
- Increased advertising revenues (25% of total arena ice surface board advertising)
- Increased snack bar revenues for game nights
- Increased traffic into facility – this traffic could lead to an increase in potential facility rentals
- Storage space revenue – Village of Burk's Falls/ARBFMA should charge for storage space required and provided
- Renovations to 1 to 2 facility dressing rooms at the leagues expense. **Note:** Staff have Capital upgrades for the dressing room benches in the 10-year capital plan

Junior Proposal Cons

- Increased operating costs – blade sharpening, propane use, facility maintenance, increased wear on ice equipment
- Team advertises in facility space free of charge
- Snack bar staff responsible to sell team merchandise – risk of merchandise being mishandled
- Increased operating hours especially on game night
- Use of Karl Crozier Room at no charge for warm up and stretching – the stink of the junior hockey players is very unpleasant
- Increased staff wages and staff scheduling issues with small staff compliment – (may limit vacation days)
- Increased toiletries and cleaning supplies
- Increase in facility garbage – there will be a need for an exterior garbage bin as opposed to staff putting bags outside weekly
- Increased facility cleaning times especially on game nights and playoff season
- Increased ice maintenance – especially after practice ice times – facility usage rental limitations after practice days
- Junior team history of money flow troubles and not paying their bills
- Parking lot issues can't accommodate large crowds in the facility - limitations for parking especially for visiting teams bus
- Snow removal from the parking lot and Zamboni dumping area through the winter months

Junior Proposal ARBFMA Recommendations

- Game nights would require a full-time operator and 1 to 2 rink rats or staff – depending on weekly crowds this type of rental cannot be managed while working alone
 - Staff required for facility clean up – either after game nights or following morning depending on facility rentals– Clean up time during playoffs is typically longer because of the increase fans inside the facility
 - Staff will need time and some chance to try different ideas to see what works best for staffing needs for game nights, practice nights and facility clean up
 - Games are 3 hours long with intermission between 1st and 2nd periods. This cannot be managed with 1 snack bar staff.
-



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

- Snack bar will need to be open 1 hour before the game starts and likely ½ an hour after the game is over approximately 5 to 5.5 hours for each game day. During playoffs it may be necessary for the snack bar to have 3 staff on because of the increased traffic in the facility
- Pre-paid for ice times monthly – all ice time needs to be paid up front
- Ice maintenance time (1 to 2 hours) after practices - 2 staff required for these repairs. This done by scheduling staff to cross over with each other (but takes away from other duties staff used to perform) – **NOTE** - we are well known for a top-quality ice surface and we want to keep that respect around the industry
- Staff will need adequate time for training, so they are not overwhelmed by the increased facility usage and responsibilities expected of them

FINANCIAL IMPACT

2 PT staff wages (Rink Attendant) would be required about \$5500 to \$6500 a season to make the job desirable for students – we can't just offer a job for 1 night of work plus 1 day of cleaning it limits who will apply for this position. The reason 2 staff are needed is because staff's experience is that it is hard to find a part-time staff to commit to working every Friday or Saturday night and then be expected to come back to work the following morning for facility cleanup.

Approximately \$3200 to \$4000 extra per season for snack bar staff – 2 staff needed each game night and likely 3 during playoffs.

There would be a financial impact for operating expenses, cleaning costs, wages, and utilities but those expenses will need to be kept track of over the season to see the full impact to the ARBFMA budget.

The financial impact for revenues and facility repairs is part of the operational budget. The no charge use is also part of the operational budget.

HUMAN RESOURCE IMPACT

Based on the increased ice and facility demands it will be necessary to discuss additional part-time staffing for the arena and snack bar and the need for increased hours for in the winter for the shared Arena/Public Works employee.

ENVIROMENTAL IMPACT

Increased Garbage generation and hazardous waste from the ice surface

OPTIONS

Council direct staff to perform a further investigation of the National Junior Hockey League and their ownership group before a facility contract is prepared.

Upon a positive investigation, Council direct Village staff to negotiate a contract between the ARBFMA and Shawn Whitley of the National Junior Hockey League to bring Junior Hockey to Burk's Falls for the 2023/24 ice season.



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

Council direct Village staff to prepare the needs for the facility to enter into the agreement that would bring Junior Hockey to Burk's Falls.

Graham Smith RRFA/CIT
ARBFMA Manager



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

General Government Report

Date: July 12, 2023

RECOMMENDATION

That this report be received by Tri-Council for informational purposes.

BACKGROUND

The Village of Burk's Falls rents space to both the Burk's Falls Fire Department and the Burk's Falls Armour and Ryerson Union Public Library. The rental rates are not at market value. Additionally, there has been no annual increase to the Fire Department's rent since they took possession of the unit.

ANALYSIS

Current market rent is \$20.40 per sq ft.

The Library pays \$7,201.20 annually to rent their current space. If they were to pay market value for the space, this would be an annual rent of \$36,720.00.

The Fire Department pays \$3,600.00 annually to rent their current space. If they were to pay market rent for the space, this would be an annual cost of \$11,220.00.

FINANCIAL IMPACT

For the Library, the difference in rental revenue to the Village is \$29,518.80.

For the Fire Department, the difference in rental revenue to the Village is \$7,620.00.
