

CORPORATION OF THE TOWNSHIP OF RYERSON

MINUTES

TRI-COUNCIL MEETING OCTOBER 23, 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 October 23, 2023, at 7:00 p.m. at the Armour, Ryerson, Burk's Falls Memorial Arena, 220 Centre Street, Burk's Falls.

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: Brayden Robinson, CAO/Treasurer; Nancy Field, Deputy Clerk, 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: Denis Duguay, Clerk Administrator; Tammy Wylie, Treasurer; Graham Smith Arena Manager.

1. The meeting was called to order at 7:00 pm by Mayor Sterling.
2. Adoption of Minutes. (R-3-2023) Moved by Rod Blakelock Seconded by Dorothy Davis Be it resolved that the meeting notes from the Tri Council meeting of August 28, 2023, be accepted as presented. (Carried)
3. New Fire Hall Update Report:

Delynne Patterson provided an update on the progress of the new Fire Hall project. Ryerson Staff have held preliminary discussions with Parry Sound EMS, and they have expressed interest in partnering in the building. EMS expressed their needs; they need a completed building in the next 4 years with an entirely separate space of 1,200 sf for administration and a 3-bay garage. They suggest a 30-year lease agreement with payments over the first 15 years to cover the full cost of the debenture and their portion of the building and over the final 15 years they would pay the proportionate operating costs for the building. Staff have had a similar discussion with the Fire Department to discover their requests. The Powassan Fire Hall design has been identified as the model for this new building, with some minor modifications. Staff have been in contact with the Engineer and Architect to assist and the Engineer will take the lead as the project manager. Estimated total cost is six million dollars.

of which 2.3 million is the EMS portion and 3.7 million is allocated between the Tri-Council area municipalities. Based on the cost sharing formula Armour 's portion of the costs will be \$1,770,080., Burk's Falls \$1, 058,200. and Ryerson \$871,720. Ryerson Staff will aggressively seek grants to offset these costs. A timeline for this project, presented for a desired 2026 occupancy date.

4. Armour Township Resolutions for Library Project:

Rod Ward led a discussion about the library project and the three resolutions that were passed by Armour Township's Council for the approval of the land to build on, a commitment of up to \$500,000. for a new build or change to the existing building, and for Armour to take the lead on the library project.

To take the project to the next level so we can all look at it, more information is necessary, such as the timeline for an expected building date, what the project would encompass and the estimate of cost for the building. Grants for building new libraries are available now, and

this information is vital to write the grant. A grant could help to fund 50 to 90 % of the construction cost.

Since the Library Board does not have the expertise to be the project manager it was suggested that allocating a line item into the library budget to cover the cost of hiring a project manager or an engineer to put the project together would be beneficial to help make an informed decision because right now, we are only guessing. Once we have an idea of the cost the Townships can decide themselves how they will fund this project.

5. 2024 Budgets and Reports

5.1 Burks Falls, Armour, Ryerson Union Public Library

Nieves Guijarro thanked everyone for the discussion about the library and the consideration given to the project. The library presented a video of pictures compiled from the library to share with everyone prior to her presentation of the draft 2024 Library budget.

She highlighted that 3 years ago Ryerson Township Council advised her that she should be putting 1% of her operating budget into reserves and that she has been putting funds into reserves every year since and there is \$80,000. in reserves. She believes that this will cover the cost of hiring a project manager or an engineer without the extra line item being added to her budget.

The library budget is very lean and will increase overall 4% in 2024 based on the anticipated increase in utility costs.

5.2 Armour, Ryerson and Burks Falls Memorial Arena and Community Centre

Graham Smith provided an overview of the activities at the arena for 2023 and they have seen a return to normal operations since Covid -19. Council have resolved staffing and succession planning issues. The ice rental has been great this year and going forward the hope is to see a continued upward trend. Free skating through the Christmas Break will be available to the community and surrounding area. Saturday evening skating might be a monthly option next year. There have been no serious breakdowns in the ice equipment and preventative maintenance continues. A debit machine is an update for the concession booth and there are increased sales.

It has been a busy year, and the Arena is already over the estimated budget for 2023.

Details of the 2024 budget, presented by Graham Smith.

Contracted customers should stay the same this year, but the one-off rentals are hard to predict because in 2023 they doubled. The 2024 budget will stay a bit conservative so as not to over budget and the 2025 budget will be better to project if the numbers stay up this year. Wages have increased, for the concession booth we now have an adequate number of staff and for succession planning we will have a full-time person to shadow Graham Smith in 2024 as part of the training. Health and Safety and other training courses will be available as well.

Insurance rates are high and are increasing by 11%. Hydro rates remain the same but with the increase in patrons the usage is higher. Water and sewage will increase by 2 ½ %.

Cleaning supplies are up with the greater demand for events. Capitol maintenance is the same. The roof assessed every fall and repaired if needed, and it is in decent shape. The oil separators are running well and with continued good maintenance they may not have to be replaced until it is time to replace the compressors. If the TSSA asks us to upgrade the relief pipes and increase the separator stack size, we will have a year to do that. The cracks in the floor, lentil and overhead door jams, all are restored to good working order after the facility assessment.

The budget per municipality is about \$154,296.

5.3 Tri R Waste Management

Amy Tilley highlighted the 2024 budget. The projected year end may be a bit off on the recycling sales because the bottom has fallen out of plastics, steel, and aluminum. The third

load of cardboard recycling will not take place unless the weather holds out. Year-end could be higher when it comes to our grants, recycling, and operations, which is always hard to budget for because the final grant amounts are unknown until the end of the year and are adjusted once the final number is known. An increase in operating costs of the blue box, is reported in the previous year, and paid in the current.

Salary and benefit costs are higher with the increased cost of living and staffing issues. A staff medical issue, not resolved yet, and it is unknown if there will be a return to modified duties. The 2024 salaries have been pushed to reflect the unknown.

With the loss of revenue in blue box and recycling sales we see an increase in processing because when they lose money on their commodity they charge it back through processing costs to us, their customers. The lower land fill equipment repairs are a result of planned work that was not required. There was a change of plans for the purchase of a new forklift because of a higher than anticipated price and less hours of use due to the change in blue box, and less cardboard to move. Repairs will be done to the existing machine. The capitol from the forklift was allocated to the Quonset hut, to be initiative-taking and repair the older building's rear wall.

5.4 Burks Falls and District Fire Department

Dave McNay presented the 2024 fire department budget and highlighted that prices have increased this year. This is a plain budget with an increase in operating costs of 9.35 percent. The expense because NFPA standard for fire departments dictates that we must change the tires on the tanker every seven years, the 2016 tanker must have new tires installed in 2024. Dave noted that a township will benefit from this. Response wages are up due to the C.O.L.A., cost of living allowance.

SCVA, self-contained breathing apparatus air packs last year when we replaced our whole SCVA system the packs were \$900. and are now \$1,900. The wild land firefighting boots were \$275. Last year and are now \$650.

There was \$300,000. Added to the budget for engineering fees for the new fire hall.

Dave informed the Councils that there are eighteen active fire fighters on the department and four new recruits starting in January 2024. The new fire truck may be stored at Perry Township and the department will not be building the addition on the existing fire hall.

6. **Next meeting** is February 26, 2024, with Township of Armour hosting.

7. **Adjournment**

Motion to Adjourn. (R-4-2023) Moved by Chris Hope Seconded by Rod Ward Be it resolved that we do now adjourn this October 23, 2023, Tri-Council meeting at 8:45 p.m. The next Tri-Council meeting will be held on February 26th, 2024, hosted by Armour Township, (Carried)

Original signed by George Sterling

MAYOR

Original signed by Nancy Field

CLERK / DEPUTY CLERK