

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR MEETING AGENDA**

**February 27, 2024 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 regular meeting January 13, 2024 and the Special meeting February 20, 2024. **(R)**

**3. DECLARATION OF PECUNIARY INTEREST:**

**4. DELEGATIONS AND PRESENTATIONS:**

4.1 Almaguin Community Economic Development ACED, Wendy Whitwell, Margaret Ann MacPhail Jennifer Farquhar.

**5. REPORTS:**

5.1 **CAO/TREASURER:** Council Statement of Remuneration & Expenses for 2023 **(R)**

5.2 **ROADS:** January Road Report.

5.3 **CLERK:** Sandbag Policy **(R)**, 2024 Draft Spring Newsletter, Introduction to 2024 Animal Control By-law.

**COUNCIL MEMBERS:**

5.4 Councillor Abbott, Hazmat Report

5.5 Councillor Abbott, Library Report

**6. COUNCIL COMMITTEES/BOARDS:**

6.1 Joint Building Committee JBC, Resolution 2024-014 Budget 2024**(R)**

6.2 Joint Building Committee JBC, 2024 Budget Worksheet.

6.3 Joint Building Committee JBC, Permit Fee 5 Year Average.

6.4 Joint Building Committee JBC, Resolution 2024-015 Building By-law Changes.**(R)**

6.5 Joint Building Committee JBC, Proposed Building By law Change.

6.6 CBO Email Explanation of Changes to the Building By-law.

**7. BUSINESS ARISING/ACTIVITY LOG:**

7.1 Ontario Energy Board: Establish a 20 Year Franchise Agreement. **(R)**

**8. COMMUNICATION ITEMS:**

8.1 Ontario Good Roads Association February 8, 2024, Resolution - Return to a Combined ROMA and OGRA Conference. **(R)**

8.2 Prince Edward County, Resolution 2024-46 Life Span of Fire Apparatus. **(R)**

General Correspondence:

- Historical Society February meeting minutes.
- Joint Building Committee February Minutes.
- District of Parry Sound Social Services DSSAB, CAO February Report.
- Muskoka Algonquin Healthcare, News Release - X-ray Service.

**9. CONFIRMING BY-LAW**

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

**10. IMPORTANT DATES:**

March 6, 2024 Budget Meeting 9:30 a.m.

March 12, 2024 Regular meeting 6:00 p.m.

March 20, 2024 Budget Meeting 9:30 a.m.

**11. ADJOURNMENT: (R)**

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**LIST OF PROPOSED RESOLUTIONS**

**FOR COUNCIL MEETING: February 27, 2024 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 regular meeting on February 13, 2024 and the special meeting be adopted as circulated.

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

Be it resolved that Ryerson Township Council has received the Council Statement of Remuneration and Expenses for 2023.

**Item # 5.3 on Agenda** Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council has received the March 2024 Sandbag Policy.

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

Be it resolved that Ryerson Township Council supports the resolution from the Joint Building Committee 2024-014 recommending the 2024 JBC Budget as presented in the amount of \$397,200.

**Item # 6.4 on Agenda** Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council supports the resolution 2024-015 from the Joint Building Committee recommending that the proposed changes presented by the CBO are to be drafted as changes to the Building By-law.

**Item # 7.1 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Abbott

**BE IT HEREBY RESOLVED THAT RYERSON TOWNSHIP COUNCIL:**

1. This Council approves the form of draft by-law and franchise agreement attached hereto and authorizes the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the *Municipal Franchises Act*.

2. This Council requests that the Ontario Energy Board make an Order declaring and directing that the assent of the municipal electors to the attached draft by-law and franchise agreement pertaining to the Corporation of the Township of Ryerson is not necessary pursuant to the provisions of Section 9(4) of the *Municipal Franchises Act*.

**Item # 8.1 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Patterson

Be it resolved that the Township of Ryerson Council Supports the resolution of February 8, 2024 to call upon both the ROMA & OGRA boards to re-establish a combined OGRA & ROMA annual conference.

FURTHERMORE that this resolution be forwarded to Premier Doug Ford, Minister Paul Calandra, MPP Bob Bailey and be circulated to Municipalities of Ontario; as amended.

**Item #8.2 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that the Township of Ryerson Council endorse the resolution 2024-46 received from Prince Edward County, regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements Fire Underwriters Survey requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities.

**Item # 9.1 on Agenda** Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # \_\_\_\_-24, being a By-law to confirm the meetings of Council and further; That By-Law # \_\_\_\_-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 27<sup>th</sup> day of February 2024.

**Item # 11 on Agenda** Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at \_\_\_\_\_. The next regular meeting March 12, 2024 at 6:00 p.m.

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR COUNCIL MEETING**

**MINUTES**

**February 13, 2024 AT 6:00 P.M.**

The regular meeting of Council of the Corporation of the Township of Ryerson was held **February 13, 2024** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

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 attending: Mayor Sterling, Councillors: Abbott, Miller Patterson, and Robertson.

Staff in attendance: Brayden Robinson, Nancy Field, and Jason Newman.

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

Notice of this meeting was posted on the website.

**1. ADOPTION OF MINUTES**

**R- 17 - 24** Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that the minutes from the regular meeting January 16, 2024, be adopted as circulated.

(Carried)

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

**3. DELEGATION AND PRESENTATION:** None registered.

**4. TENDERS:** None registered

**5. REPORTS:**

**BY-LAW:** Senior By-law Enforcement Office provided Council with a report on Administrative Monetary Penalties.

**CAO/TREASURER:** The Human Resources Policy was brought back to Council. Presented the 2024 Fire Budget, 2024 Draft RTO Budget and the amended fees By-law. Resolutions noted below.

**R-18- 24** Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that leave be given to introduce a Bill # 11-24, being a By-law to Adopt a Human Resource Policy Manual and further; That By-Law # 11-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 13<sup>th</sup> day of February 2024.

(Carried)

**R-19- 24** Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council approve the amendments to the final 2024 Burks Falls and District Fire Department Budget for presentation at the Tri-Council meeting February 26, 2024.

(Carried)

**R-20- 24** Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council approve the amendments to the final 2024 RTO Budget for presentation at the Tri-Council meeting February 26, 2024.

(Carried)

**R-21- 24** Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that leave be given to introduce a Bill # 12-24, being a By-law amending Schedule “G” to provide for planning fees charged by the Township of Ryerson and further; That By-Law # 12-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 13<sup>th</sup> day of February 2024.

(Carried)

**CLERK:** Provided Council with a report for consent, information regarding the sale of boundary road, and a By-law for a pound keeper agreement. Resolutions noted below.

(Carried)

**R-22- 24** Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council approve that prior to the finalization of consent, B-061/21, the District Planning Board must be advised in writing by the Township of Ryerson that the Applicant has entered into a Site Plan agreement with the Township of Ryerson, to be registered on title, to implement the mitigation measures recommended within the Environmental Impact Study prepared by Riverstone Environmental Solutions Inc.

(Carried)

**R-23- 24** Moved by Councillor Robertson, Seconded by Councillor Patterson

Whereas Council has received an application and the required fee from the owner of lands described as Lot 6, Concession 14, Township of Ryerson being the lands described in PIN 52137-0004 the applicants Mark MacCharles, John MacCharles, Donald MacCharles , and Alan MacCharles, to purchase a portion of the unopened boundary road allowance between Concession 14, Township of Ryerson and Concession 1, Geographic Township of Chapman, which unopened boundary road allowance is under the joint jurisdiction and ownership of the Township of Ryerson and the Municipality of Magnetawan;

AND WHEREAS the Council has considered various arrangements, the purpose of which is to connect the Applicant’s lands to a year-round maintained road;

BE IT RESOLVED THAT the Council of the Township of Ryerson supports in principle the closure and sale of that portion of the unopened boundary road allowance to the Applicant shown on Schedule “A” attached hereto (the subject lands) subject to the following conditions:

1. A similar resolution of in principle support be obtained from the Council of the Municipality of Magnetawan;
2. Each Municipality will complete the road closure process in accordance with its applicable by-law/policy;
3. The Township of Ryerson will be responsible for the administration of the sale process;
4. The Applicant shall be responsible for obtaining a reference plan depicting the subject lands to the satisfaction of the Municipalities;
5. The Applicant be required to take all steps required for the subject lands to merge with the Applicant’s lands as determined by the Municipal Solicitor;
6. The Applicant shall be responsible for all costs incurred by and/or imposed by the Municipalities arising from and in consequence of the application and the proposed closure and sale;
7. That the price of the land shall be determined based upon currently applicable price per square foot set out in the Township of Ryerson’s fees and charges by-law.

(Carried)

**R-24- 24** Moved by Councillor Patterson, Seconded by Councillor Robertson

Be it resolved that leave be given to introduce a Bill # 13-24, being a By-law to enter into an agreement to appoint the Humane Society Poundkeeper and further; That By-Law # 13-24 be

read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 13th day of February 2024.  
(Carried)

**COUNCIL REPORTS:**

Councillor Abbot provided Council with a report from the January 2024 Library Board meeting.

**6. COMMUNICATION ITEMS**

**R-25-24** Moved by Councillor Patterson, Seconded by Councillor Abbott,

**BE IT HEREBY RESOLVED THAT RYERSON TOWNSHIP COUNCIL:**

1. This Council approves the form of draft by-law and franchise agreement attached hereto and authorizes the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the *Municipal Franchises Act*.
2. This Council requests that the Ontario Energy Board make an Order declaring and directing that the assent of the municipal electors to the attached draft by-law and franchise agreement pertaining to the Corporation of the Township of Ryerson is not necessary pursuant to the provisions of Section 9(4) of the *Municipal Franchises Act*.

(Carried)

**R-26-24** Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council supports the resolution from the Joint Building Committee recommending that the JBC enter into a lease agreement with the Township of Strong and authorizing the JBC Chair and the CBO to sign the agreement on the JBC's behalf.  
(Carried)

**R-27-24** Moved by Councillor Robertson, Seconded by Councillor Patterson,

**WHEREAS**, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

**AND WHEREAS**, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

**AND WHEREAS**, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

**AND WHEREAS**, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

**THEREFORE IT BE RESOLVED**, that Township of Ryerson Council supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

**AND THAT**, The Township of Ryerson calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

**AND THAT**, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, Ryerson Township's Member of Provincial Parliament MPP Graydon Smith and the Association of Ontario Road Supervisors.  
(Carried)

**R-28-24** Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that the Township of Ryerson Council supports the resolution 2024-009 received from Prescott Russell titled Association of Municipalities of Ontario (AMO) Policy Update - Social and Economic Prosperity Review.

Be it further resolved that a copy of this Resolution be circulated to the Premier of Ontario, Doug Ford; and MPP Graydon Smith and all municipalities in Ontario.  
(Carried)

General Information Items Received:

- Council received Eastholme' s 2024 Administrative Report
- Council received Waste Management Report
- Council reviewed the Almaguin Community Economic Development, ACED December 2023 Minutes.
- Council received Almaguin Community Economic Development, ACED 2024 Draft Work Plan.
- Council received the Annual Permit Summary January 2024 from the Joint Building Committee.
- Council received District of Parry Sound Social Services January 2024 CAO Report.
- Council received Graydon Smith letter on the Crown Land Disposition in Northern Ontario.
- Council received the February Draft minutes from Almaguin Highlands Health Centre.
- Council received Muskoka and Area Ontario Health Team MOAHT Project update.

**7. CONFIRMING BY-LAW**

**R-29 -24** Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # 14-23, being a By-law to confirm the meetings of Council and further; That By-Law # 14-23 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 13<sup>th</sup>, day of February 2024.

(Carried)

**8. CLOSED SESSION**

**R-30-24** Moved by Councillor Robertson, Seconded by Councillor Patterson,

That we move to a closed session at 7:00pm, pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (e) as the subject matter being considered is regarding potential litigation, including matters before administrative tribunals affecting the Municipality or local board. The general nature of the closed meeting is to discuss: potential litigation affecting the Municipality and; pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (d) as the subject matter being considered is regarding labour relations or employee negotiations; The general nature of the closed meeting is to discuss HR matters.

(Carried)

**10. ADJOURNMENT:**

**R-31-24** Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at 8:12pm. The next regular meeting is scheduled for February 27, 2024, at 6:00 p.m.

(Carried)

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MAYOR

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CLERK/DEPUTY CLERK



**CORPORATION OF THE TOWNSHIP OF RYERSON**

**SPECIAL COUNCIL MEETING**

**MINUTES**

Tuesday February 20, 2024

A special meeting of Council was held Tuesday, February 20, 2024, at 9:00 a.m., for Council orientation.

Members of Council were notified of this special meeting on the February 16, 2024, meeting agenda. The special meeting agenda for February 20, 2024, was emailed to Council on February 16, 2024. The public was notified of this meeting by posting of this special meeting agenda February 16, 2024.

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

Staff in attendance: Brayden Robinson and Nancy Field.

Mayor Sterling called the meeting to order at 9:00a.m.

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

**CLOSED MEETING**

Council moved to a closed meeting at 9:02 a.m.

Council discussed the matters it was permitted to under the resolution authorizing the public exclusions and returned to the open meeting at 9:44 a.m.

**RESOLUTIONS:**

**SP. R – 01-24** Moved by Councillor Patterson, Seconded by Councillor Robertson,

be it resolved that we move to a closed meeting at 9:02 a.m. pursuant to the Municipal Act 2001, c. 25, Section 239 (3.1) for educational or training sessions, if the following conditions are both satisfied: 1. The meeting is held for the purpose of educating or training the members. 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of the council, local board or committee. The general nature of the closed meeting for training and educational purposes for Council for policies and procedures and code of conduct.

(Carried)

**SP. R – 02-24** Moved by Councillor Abbott seconded by Councillor Miller be it resolved that we now adjourn at 9:44 a.m.

(Carried)

**ADJOURNMENT**

The meeting adjourned at 9.44 a.m.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# ACED 2019 - 2023 DEPARTMENTAL KEY CONSIDERATIONS

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT



**ACED represents the first regionally focused, collaborative economic development services department in Almaguin.**



**Approximately \$9.4M has been invested in to economic development led projects and operations since 2014. 64% represents senior level government & partner contributions through grants.**



**ACED promotes regionally inclusive and collaborative action that reduces duplicated efforts, lowers shared costs, and delivers shared benefits to all partners. IE: More partners = less costs + shared value.**



**One department + three specialized staff members + shared direction from all member municipalities = maximum efficiency**



**ACED is integrated into the network of support agencies that helps communities and businesses achieve their goals.**



Federal Economic Development Agency for Northern Ontario

Agence fédérale de développement économique pour le Nord de l'Ontario



**Major focus areas for the ACED Department include:**



Business support and development



Community development support



Economic development & strategy



Regional marketing, promotion, and tourism support



Approved special events & projects

**A copy of the 2024-2027 ACED budget and projections has been included in the deputation package. Should municipalities wish to join ACED in 2024, contribution amounts will be calculated using the current contribution formula.**

**Current operational supports include:**

**FedNor CIINO @ \$400 000 over 3 years, NOHFC Internship until June 2024**



# 2019 - 2023 DEPARTMENTAL ACTIVITIES HIGHLIGHTS

## BUSINESS GROWTH & DEVELOPMENT HIGHLIGHTS

**590**  
Total Business Interactions

**\$12.7M**  
Known private sector investment supported\*

**80 jobs created\***

**80 jobs maintained\***

**17 workshops/events\***  
817 participants (business/individual)

## SIGNATURE & SPECIAL BUSINESS SUPPORT PROGRAM HIGHLIGHTS

### 2020 COVID-19 Support Programing

**PPE & Marketing Micro Grants**

**45** Businesses approved  
**\$25K** Disbursed

**Almaguin Delivers**

**18** Businesses engaged  
**590** Deliveries supported  
**\$5K** Disbursed

**Digital Main Street**

**130** Businesses Opted-In  
**458** Support Interactions  
**22** Grants Awarded

**BR&E Results**

**530** Businesses Contacted  
**88** Interviews Completed  
**44** Green Flags

**Almaguin Chamber**

**20%** Growth over 2023  
**5** Community Guides Supported

### Almaguin Ambassador Program 2022-2023

**41** Ambassadors Onboarded

**\$30K** Almaguin Marketing Partnership Funds Disbursed

### Staycation in Almaguin 2021

**128** Business Promoted

**\$37K** Invested in local businesses

**120** Events hosted

## COMMUNITY & REGIONAL PROJECTS HIGHLIGHTS

**5** Positions created and funded

**4** Strategies developed/supported

**10** Community facilities projects supported

**\$5.02M** Total project funding secured

**Carpool Almaguin**

**9** Carpool Lots

**6** Marketing Efforts

**AHSS Engagement**

**92** Student Surveys Completed

**3** Students Accepted into Summer Company Program

## MARKETING HIGHLIGHTS

**\$351K in partner funds for Spotlight Almaguin Project**

[ExploreAlmaguin.ca](https://ExploreAlmaguin.ca) launched  
Growing regional digital presence

-44 unique content articles & videos hosted  
-16% year over year audience growth  
-Present on Facebook, Instagram, TikTok, and YouTube

-10 Shop Local Campaigns hosted over the 5 years  
**2023** -81 Businesses Supported  
-6,000+ Participants

\*2023 results are not included in these results as they are still being reviewed. Figures represent actual and projected data shared from partner support agencies pertaining to Almaguin business projects. ACED refers business clients to these organizations based on their needs and eligibility.

## ACED - 14 Partners

### Funding Option - Base contribution and portion of assessment, population and households

Organization	Base Contribution	2022 FIR Assessment - 33%	Population 2021 Census - 33%	Households 2021 Census - 33%	Share of balance budget	Share for a \$209,816 budget
Township of Armour	\$10,000	\$383,056,918	1,459	1,087	\$6,975	<b>\$16,975.22</b>
Village of Burk's Falls	\$10,000	\$81,749,000	957	523	\$3,013	<b>\$13,012.95</b>
Township of Joly	\$5,000	\$63,434,400	293	155	\$1,175	<b>\$6,175.09</b>
Township of Perry	\$10,000	\$487,288,000	2,650	1,710	\$10,683	<b>\$20,683.31</b>
Township of Ryerson	\$10,000	\$193,054,400	745	555	\$3,544	<b>\$13,544.16</b>
Municipality of Magnetawan	\$10,000	\$720,099,029	1,753	1,717	\$11,028	<b>\$21,027.58</b>
Township of Machar	\$10,000	\$267,296,600	969	875	\$5,043	<b>\$15,043.03</b>
Village of South River	\$10,000	\$72,457,400	1,101	510	\$3,125	<b>\$13,125.30</b>
Municipality of Powassan	\$10,000	\$341,236,424	3,341	1,381	\$9,966	<b>\$19,965.64</b>
Township of Strong	\$10,000	\$299,887,300	1,566	953	\$6,274	<b>\$16,274.04</b>
Village of Sundridge	\$10,000	\$106,570,400	938	458	\$3,020	<b>\$13,019.59</b>
Town of Kearney	\$10,000	\$384,664,209	974	1,195	\$6,528	<b>\$16,528.28</b>
Township of McMurrich/Monteith	\$10,000	\$235,351,800	907	735	\$4,442	<b>\$14,441.81</b>
Chamber of Commerce	\$10,000	n/a	n/a	n/a	\$0	<b>\$10,000.00</b>
<b>Totals</b>	<b>\$135,000</b>	<b>\$3,636,145,880</b>	<b>17,653</b>	<b>11,854</b>	<b>\$74,816</b>	<b>\$209,816.00</b>
<b>Total net expenditures</b>						<b>\$209,816.00</b>

Note: Assessments are based on the 2022 FIR - Schedule 22A Line 9201 - Total taxable assessment.

2023-11-30

**2024 Budget Sheets - Actuals as of December 31st, 2023****Regional Economic Development****Operating Budget - Page 1**

GL Number	Description	2023 Actual	2023 Budgeted	2024 Department Estimate 8 partners	2025 Department Estimate 8 partners	2026 Department Estimate 8 partners	2027 Department Estimate 8 partners	Notes
	<b>Revenues</b>							
15-370-000	<b>Municipal &amp; Chamber Contributions</b>							
	Armour	(\$16,837.50)	(\$22,450)	(\$36,851)	(\$41,192)	(\$43,571)	(\$73,480)	
	Burk's Falls	(\$11,480.25)	(\$15,307)	(\$21,181)	(\$22,988)	(\$23,979)	(\$36,433)	
	Joly	(\$5,277.75)	(\$7,037)	(\$9,494)	(\$10,221)	(\$10,619)	(\$15,625)	
	Perry	(\$21,618.75)	(\$28,825)	(\$50,615)	(\$57,180)	(\$60,778)	(\$106,018)	
	Ryerson	(\$12,198.75)	(\$16,265)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	
	South River	(\$11,543.25)	(\$15,391)	(\$21,503)	(\$23,362)	(\$24,381)	(\$37,194)	
	Strong	(\$15,858.75)	(\$21,145)	(\$33,885)	(\$37,746)	(\$39,862)	(\$66,468)	
	Sundridge	(\$15,310.00)	(\$15,310)	(\$21,287)	(\$23,111)	(\$24,110)	(\$36,682)	
	Kearney	\$0	\$0	\$0	\$0	\$0	\$0	See Note 1
	McMurrich/Monteith	\$0	\$0	\$0	\$0	\$0	\$0	See Note 1
	Chamber of Commerce	(\$7,500.00)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	
	Total Municipal & Chamber Contribution	(\$117,625.00)	(\$151,730)	(\$209,816)	(\$230,800)	(\$242,300)	(\$386,900)	
15-370-005	Events contributions	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-370-008	Staycation contributions	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-000	CIINO Funding	(\$84,615.00)	(\$89,585)	(\$133,000)	(\$133,000)	(\$133,000)	\$0	See Note 2
15-371-002	FedNor - Harvest Spin/Staycation	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-003	FedNor - Implement Brand Strategy	(\$24,461.00)	(\$49,978)	(\$21,702)	\$0	\$0	\$0	
15-371-005	OBIAA Funding - Intern	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-007	NECO - Staycation Program	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-008	NECO - Regional Relief & Recovery	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-000	NOHFC Funding - Intern	\$0.00	\$0	(\$13,500)	\$0	\$0	\$0	See Note 3
15-372-001	NOHFC - Almaguin Harvest Spin	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-002	NOHFC - Almaguin Brand Strategy	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-003	RED - Implement Brand Strategy	(\$29,611.99)	(\$69,088)	(\$30,000)	\$0	\$0	\$0	
15-373-001	MHSTIC - Reconnect Grant	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-377-000	From (to) Surplus - ACED	\$0.00	(\$39,247)	\$0	\$0	\$0	\$0	
	<b>Total Regional Economic Development revenues</b>	<b>(\$256,312.99)</b>	<b>(\$399,628)</b>	<b>(\$408,018)</b>	<b>(\$363,800)</b>	<b>(\$375,300)</b>	<b>(\$386,900)</b>	

2023-11-30

**2024 Budget Sheets - Actuals as of December 31st, 2023**  
**Regional Economic Development**  
**Operating Budget - Page 2**

GL Number	Description	2023 Actual	2023 Budgeted	2024 Department Estimate 8 partners	2025 Department Estimate 8 partners	2026 Department Estimate 8 partners	2027 Department Estimate 8 partners	
	<b>Expenditures</b>							
16-801-000	Salaries & Benefits	\$203,519.53	\$218,750	\$305,315	\$320,000	\$330,000	\$340,000	See note 4
16-804-001	Office Supplies	\$2,786.20	\$3,000	\$3,000	\$3,100	\$3,200	\$3,300	
16-804-002	Signage	\$111.43	\$2,000	\$2,000	\$2,000	\$2,100	\$2,200	See note 5
16-804-005	Audit & Accountant Fees	\$0.00	\$4,500	\$4,500	\$4,600	\$4,800	\$5,000	
16-804-007	Legal Fees	\$0.00	\$0	\$0	\$0	\$0	\$0	
16-804-010	Advertising & Promotion	\$2,402.36	\$4,500	\$4,500	\$4,600	\$4,800	\$5,000	
16-804-020	Telephone	\$1,535.21	\$2,500	\$2,500	\$2,600	\$2,600	\$2,700	
16-804-025	Website	\$0.00	\$2,000	\$2,000	\$2,000	\$2,100	\$2,200	See note 5
16-804-030	Events & Seminars	\$3,651.98	\$4,000	\$4,000	\$4,100	\$4,200	\$4,400	
16-804-040	Training & Workshops	\$3,681.39	\$4,000	\$5,000	\$5,100	\$5,300	\$5,500	See note 6
16-804-050	Travel	\$5,204.01	\$6,000	\$6,000	\$6,200	\$6,400	\$6,600	
16-804-065	Regional Projects	\$6,467.48	\$10,203	\$9,203	\$9,500	\$9,800	\$10,000	
16-804-066	Implement Almaguin Brand Strategy	\$89,655.48	\$138,175	\$60,000	\$0	\$0	\$0	See note 7
16-804-070	Transfer to EDC Reserve	\$0.00	\$0	\$0	\$0	\$0	\$0	
16-804-071	Staycation Program	\$0.00	\$0	\$0	\$0	\$0	\$0	
	<b>Total Regional Economic Development expenditures</b>	<b>\$319,015.07</b>	<b>\$399,628</b>	<b>\$408,018</b>	<b>\$363,800</b>	<b>\$375,300</b>	<b>\$386,900</b>	
	<b>Total Regional Economic Development</b>	<b>\$62,702.08</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Notes:

**Note 1 Contributions will be added if the municipality joins.**

**Note 2 FedNor grant should be completed by the end of 2026.**

**Note 3 The current internship agreement is in place until June, 2024.**

**Note 4 Reflects total salaries and benefits of 3 employees.**

**Note 5 This amounts is budgeted in case emergency support/work was required throughout the year.**

**Note 6 Increased to accommodate price increases for conference attendance; reallocated from 16-804-065**

**Note 7 Total does not reflect committed amounts (consultant services, etc). Some grant funds have been pushed to Jan/Feb 2024.**


**The Corporation of the Township of Ryerson**  
**Council Statement of Remuneration and Expenses**  
**For the Period from January 1 to December 31, 2023**

Per Municipal Act RSO 2001, Section 284 (1, 2); Township By-Law 12-23

	Expenses	Honourariums	Total
Mayor: George Sterling	\$1,736.87	\$12,000.00	\$13,736.87
Councillor: Beverly Abbott	\$2,745.50	\$9,000.00	\$11,745.50
Councillor: Glenn Miller	\$3,783.34	\$9,000.00	\$12,783.34
Councillor: Dan Robertson	\$2,588.17	\$9,000.00	\$11,588.17
Councillor: Delynne Patterson	\$2,915.53	\$9,000.00	\$11,915.53
Sub Total	\$13,769.41	\$48,000.00	\$61,769.41

<b>Total remuneration and expenses paid to Council</b>	<b>\$61,769.41</b>
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Prepared February 18, 2024

	<h2>Staff Report</h2>
To:	Ryerson Township Council
From:	Fred Schmeltz Roads Supervisor
Date of Meeting:	February 27 2024
Report Title:	Monthly Update
Report Date:	February 16 2024

**Purpose/Background:**

Roads Department January Update:

The Roads Department deployed snow removal equipment 18 times in January. We had a several days long winter event that resulted in significant snow accumulation early in the month. We spent the following days Ice blading and pushing our snowbanks back. Within in a few days of getting a smooth snowpack on the roads the weather warmed up again. This caused a few areas to form significant potholes.

During these warmer periods we made use of the updated dump box on our new snowplough. The hinged internal chain plates made the transition from sand to gravel, quick and simple. We spent five days applying gravel to roads in trouble spots as the roads melted. Potholes this season have been worse than normal and are ongoing operations.

We also had opportunity to do some manual brushing. A crew spent several days brushing site lines and encroaching trees.

The warmer periods have resulted in a reduced sand usage this winter. Our current sand tender is for 4000 tonne and is a two-year duration. This could result in us having to stockpile some sand this coming season if we do not empty the dome enough this year.



February 27, 2024

## **TOWNSHIP OF RYERSON**

### **SAND BAG POLICY (PUBLIC)**

There is no statutory requirement for the Township to provide sandbags, nor to prevent a property from flooding.

Our policy for sandbags is to **assist** with the prevention of property flooding by supplying a **minimal number** of sandbags to individual property owners.

**Property owners are responsible for protecting their own property** and therefore should make their own arrangements to protect their properties, making plans in advance of a flooding event.

Sandbags will not totally prevent floodwater encroaching into property and all owners should remove articles to a safe location above anticipated flood level. People building flood defences with sandbags should also be aware of the building methods to employ in order to make an effective seal and the health and safety implication of manual handling sandbags, as they are exceptionally heavy.

The Township has a small stock of sandbags, primarily to assist in preventing flooding of the roads.

Although it is not the responsibility of the municipality to provide property owners with sand bags, in case of flooding or danger of flooding, the Township of Ryerson does have a limited number of sand bags available to property owners in the Township.

A property owner may purchase up to ten (10) empty sand bags at a cost of \$0.60 (including HST) per sand bag.

Sand Bags may be purchased during office hours 8:30 a.m. – 4:00 p.m.

In an emergency, sand bags can be picked up at the municipal garage after hours from a staff member of the road department. The cost of the sand bags will be invoiced subsequently, from the office.

The Township will have a small supply of sand at the Township yard. Sand for up to ten (10) sand bags may be provided (with permission from municipal staff and if sufficient quantity of sand is in stock) and may be taken from the municipal sand pile at no cost to Ryerson Township property owners. (Bring your own shovel).

The Township has made arrangements with Derrick Johnstone Construction 705-493-6900 (in Sundridge) for larger quantities of sand to be delivered to a

property owner, at the property owner's cost. Contact municipal staff to make these arrangements.

Contact information:

Municipal Office: 705 382-3232

Municipal Garage: 705 783-0064

Fred Schmeltz: 705 783-0064

If a flood emergency escalates beyond the local event stage, the Head of Council may request Emergency Management Ontario for provincial assistance.

The Ministry of Natural Resources (MNR) is responsible for flood forecasting and warning at the provincial level in Ontario. Current flood messages and information are accessible to the public at [www.ontario.ca/flooding](http://www.ontario.ca/flooding).

Information from the Federal Government is available on the Government of Canada web site:

### **Floods - What to do?**

[www.getprepared.gc.ca/cnt/rsrscs/pblctns/flds-wtd/index-en.aspx](http://www.getprepared.gc.ca/cnt/rsrscs/pblctns/flds-wtd/index-en.aspx)

### **Severe Storms - What to Do?**

[www.getprepared.gc.ca/cnt/rsrscs/pblctns/svrstrms-wtd/index-en.aspx](http://www.getprepared.gc.ca/cnt/rsrscs/pblctns/svrstrms-wtd/index-en.aspx)

### **Your Emergency Preparedness Guide**

[www.getprepared.gc.ca/cnt/rsrscs/pblctns/yprprdnssgd/index-en.aspx](http://www.getprepared.gc.ca/cnt/rsrscs/pblctns/yprprdnssgd/index-en.aspx)


### **For Your Information:**

Some suppliers of empty sand bags include (but not limited to) the following:

Sunbelt Rentals (Formerly CRS), 40 Cairns Crescent, Huntsville, ON P1H 1Y3  
Phone: 705 788-7718.

Lloyd Bag Company, 114 St. Clair St. P.O. Box 208, Chatham, ON N7M 5K3  
Phone 800 549-2247      info@lloydbag.com

M:\COREL\WPDATA\Administration\A15-Policies and Plans\SAND BAG

	<h2>Staff Report</h2>
<b>To:</b>	Council
<b>From:</b>	Clerk
<b>Date of Meeting:</b>	February 27, 2024
<b>Report Title:</b>	Draft 2024 Spring Newsletter
<b>Report Date:</b>	February 22, 2024

**Recommendation:**

That Council receive a copy of the DRAFT 2024 Spring Newsletter and advise the Clerk of any changes or additions that you would like to see by Friday March 1<sup>st</sup>, 2024, before the March mailing of the interim tax bills.



THE TOWNSHIP OF RYERSON  
2023 SPRING NEWSLETTER  
*Where Life, History and Nature Are Bridged*

**Ryerson Municipal Office**

28 Midlothian Road, Burk's Falls, Ontario P0A 1C0 / Office Phone: (705) 382-3232 / Fax: (705) 382-3286  
Roads Department Phone: (705) 783-0064 / Fax: (705) 382-3286  
Website: [www.ryersontownship.ca](http://www.ryersontownship.ca) Email: [clerk@ryersontownship.ca](mailto:clerk@ryersontownship.ca)

MONDAY to FRIDAY: 8:30 A.M TO 4:00 P.M.

**THE OFFICE IS CLOSED TO THE PUBLIC ON MONDAY**

**Mayor:** George Sterling (705) 382-1761

**Councillors:**

Beverly Abbott (705) 387-1690  
Glenn Miller (705) 380-0142  
Delynne Patterson (705) 382-2855  
Dan Robertson (289) 221-0110

**HYBRID COUNCIL MEETINGS** are held twice a month on Tuesdays at 6:00 p.m. with only one meeting a month planned during the summer; the meeting schedule is on the website. Everyone is welcome to attend. To be a delegate, submit a delegation form by 12:00 noon on the Monday prior to the scheduled meeting. For access to the virtual meeting e-mail before 4:00 pm to [clerk@ryersontownship.ca](mailto:clerk@ryersontownship.ca) or call (705) 382-3232.

**Landfill – 141 Chetwynd Road.**

Be sure to do your part with blue box recycling and the many diversion programs available at the site. Hold onto your landfill card, it was reloaded in January with 45 bags. Lost or stolen cards can be deactivated, and the remaining value can be reloaded to a replacement card. A fee of \$11 applies for a replacement card. Blue boxes are available at the landfill site for \$11.

Expect to see the reuse centre open for the Victoria Day Long weekend.

For more information, Call Amy Tilley at 705-382-3332 or email: [landfill@armourtownship.ca](mailto:landfill@armourtownship.ca).

**Hazmat Dates:** May 25<sup>th</sup> and August 24<sup>th</sup> at the Strong Township Landfill, 483 Forest Lake Road from 10 am to 2 pm.

The Armour, Ryerson, & Burk's Falls **Arena** will have public skating Sundays from 1-3pm starting June 30, 2024, until September 1, 2024, and Fridays from 7-9pm starting July 5, 2024 until August 30, 2024.

**ALL DOGS REQUIRE DOG TAGS** Licenses for 2024 are available at the Township Office or online. Fees prior to March 31st are \$16.00 for the first dog and \$21.00 for each additional dog. Dog tags purchased after March 31st are \$32.00 for the first dog and \$42.00 for each additional dog.



**New By-law Enforcement Officers:**

Jason Newman – 705-477-3793 – [bylaw@armourtownship.ca](mailto:bylaw@armourtownship.ca)  
Bryan Austin – 705-571-4453 – [enforcement@armourtownship.ca](mailto:enforcement@armourtownship.ca)  
Office: 705-382-3332

**TRAILER ON YOUR PROPERTY?** Trailer fees are due on June 24, 2024. If you haven't paid yet, please contact the office.



**VOLUNTEER FIRE FIGHTERS ARE NEEDED!!!**

Are you looking for a rewarding career and help your community?  
Burk's Falls & District Fire Department is actively HIRING!

Applications can be found on our website or at our office- 28 Midlothian Road, Burk's Falls. Fill out the application and return to our office or to the Fire Department office at 162 Huston St. Burk's Falls with "Attention Fire Chief."



**BE AWARE OF FIRE RATINGS AND OUTDOOR BURNING REGULATIONS**

**NO DAYTIME BURNING IS PERMITTED BETWEEN 10:00 a.m. and 6:00 p.m., APRIL 1<sup>ST</sup> TO OCT 31<sup>ST</sup>.**

Everyone has the responsibility to keep their families and homes safe from fire and carbon monoxide. The best ways to do this are to:

- Prevent fires from starting;
- Install and maintain working smoke alarms on every storey of your home and outside all sleeping areas to have as much time to safely escape as possible if a fire does occur. Not only do smoke alarms save lives, they are required by law;
- Plan and practice a home fire escape plan so everyone in the home knows exactly what to do should the smoke alarms sound in an emergency;
- Have fuel-burning appliances serviced annually by certified service technicians.

Keep an eye on the municipal website and fire rating signs throughout the municipality for updated fire conditions.

**Call 911 in an emergency.**

Contact Cameron Haffner @ 705-788-4676 with any questions or concerns.



**Historical Society:**

Come Visit the Historical Society! The Burk’s Falls and District Historical Society is looking forward to opening their doors again this summer at the Watt Century Farmhouse Heritage Centre and the Wiseman’s Corner Schoolhouse Heritage Centre with displays of our many artifacts and photos. Currently, we are in the planning stages of Heritage Festival 2024 with the Township of Armour. The celebration will host the annual Firefighter Challenge, a Car Show and Vendors’ Market and will be held on the Burk’s Falls Fairgrounds on Saturday, July 13th - SAVE THE DATE! New members and volunteers are welcome. You can keep up to date by visiting our website at: [www.burksfallsdistricthistoricalsociety.com](http://www.burksfallsdistricthistoricalsociety.com) or contact us by email at [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)



**Almaguin Community Economic Development** has partnered with municipalities throughout the region to help address two major challenges facing our region: transportation and housing. Using the results from the Almaguin Transportation Survey, regional partners aim to investigate creative solutions to helping people move around the region. ACED’s participation in the Almaguin Housing Task Force will help to identify policy changes and other factors that will help encourage new housing throughout the region. ACED is also continuing to improve the promotion of the Almaguin Region through social media, web, and other means; make sure to keep an eye out for us at the Cottage Life Show! See more of what we are up to: <https://explorealmaguin.ca>.

**Library**

Welcome to Spring! Your library has lots to do and lots planned!  
 All residents of Ryerson are entitled to a library card that will lead to a vast variety of loanable materials and technology, electronic resources, and community information. Your Library offers many public services such as printing, faxing, and laminating, as well as public access to Wi-Fi, computers, and technology support. Seasonal programs and workshops are available for patrons of all ages, including the Chess, Seed Library Exchange, Library Book Club, Sewing Club and so much more! Visit today and explore what your library has to offer, no matter your age.



**BUILDING DEPARTMENT** contact Brian Dumas at (705) 384-9444 or [cbojbc@strongtownship.com](mailto:cbojbc@strongtownship.com). Remember you must obtain a building or demolition permit if you are constructing or demolishing buildings.



**CodeRED:** Ryerson Township has partnered with the Village of Burk’s Falls to offer residents CodeRED an Emergency Notification System. Sign up for this service today.

Visit <https://public.coderedweb.com/CNE/en-CA/BF11DA7A32D2?>

**EMERGENCY PREPAREDNESS:** Are you and your family prepared for possible emergencies? A 72-hour kit can enable you to meet the needs of all household members, including pets and children, if you must stay home for an extended period due to an emergency. The spring melt presents flood risks in Ryerson.

To learn more, visit [www.ryersontownship.ca/emergency-preparedness](http://www.ryersontownship.ca/emergency-preparedness).



**Notice of Load Restrictions:** Load Restriction regulations will take effect and be enforced on all Township roads on March 1st, 2024, or when signs are put in place. These restrictions will remain in effect for a period that will depend on road conditions, with signs being posted accordingly. Depending on the progression of the spring thaw, restrictions can come into effect quickly, sometimes with only a few days notice. Please keep this period in mind if you are planning to get a load of logs or building supplies delivered to your property in the spring. Once the road integrity has been restored, the load restrictions are removed.



Letting the grass grow in parts or all of your lawn will help the bees, butterflies, and other pollinators. Not mowing for ONE month results in enough nectar for TEN times more bees.

SAVE THE BEES

FIND THE 2024 SPRING NEWSLETTER online on the Ryerson website: [www.ryersontownship.ca](http://www.ryersontownship.ca)

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # \_\_\_\_-24  
Animal Control By-law

Being a by-law to provide for the licensing and regulation of dogs, to regulate leaving animals unattended in vehicles and to prohibit the keeping of exotic, wild and non-domestic animals in the Township of Ryerson

**WHEREAS** Section 10 (2) of the Municipal Act, 2001, S.O. C.25, as amended, authorizes a single-tier municipality to pass by-laws respecting animals;

**AND WHEREAS** Sections 103 and 105 of the Municipal Act, 2001, S.O., C. 25 as amended, permits municipalities to pass By-laws regulating or prohibiting animals being at large or trespassing and the muzzling of dogs, within the municipality;

**AND WHEREAS** Section 129 (a) of the Municipal Act, 2001, S.O. C.25, as amended, permits municipalities to pass By-laws to prohibit noise likely to disturb inhabitants within the municipality;

**AND WHEREAS** the Council of the Township of Ryerson deems it expedient to license and regulate the control of dogs, within the Township, to regulate leaving animals unattended in vehicles and to prohibit the keeping of exotic, wild, and non-domestic animals pursuant to its authority to do so under the said Act and other applicable Acts,

**NOW THEREFORE** The Corporation of the Township of Ryerson hereby enacts as follows:

**1. DEFINITIONS**

- 1.1 “**Animal**” shall mean any member of the animal kingdom, other than a human being;
- 1.2 “**Animal Control Officer**” shall mean any person so designated by Council to administer and enforce this By-law;
- 1.3 “**Animal Shelter**” shall mean an establishment that provides a temporary home for dogs and other animals;
- 1.4 “**Council**” shall mean the Council of The Corporation of the Township of Ryerson;
- 1.5 “**Dog**” shall mean a male or female dog, over the age of twelve (12) weeks;
- 1.6 “**Exotic Animal**” shall mean a rare or unusual animal which is generally thought of as a wild species not typically kept as a pet;
- 1.7 “**Handler**” shall mean any person who possesses or harbours an animal and includes a person who has possession or custody of the animal either temporarily or permanently;
- 1.8 “**Kennel**” shall mean any building or structure where domestic household pets are kept, raised and boarded for commercial purposes;
- 1.9 “**Leash**” shall mean a restraint consisting of a rope, light chain, or other material held by an individual and used to restrain an animal;
- 1.10 “**Motor Vehicle**” shall mean a motor vehicle as defined in the Highway Traffic Act R.S.O. 1990, c.H8, as amended;
- 1.11 “**Muzzle**” shall mean a humane fastening or covering device of adequate strength placed over the mouth of an animal to prevent it from biting an individual or animal, and the words “muzzled and “muzzling” have a corresponding meaning;
- 1.12 “**Owner**” shall mean any person who possesses or harbours an animal, and where the Owner is a minor individual, it includes the individual responsible for the custody of the minor, and includes a person who has possession or custody of the animal either temporarily or permanently. The word “owns” has a corresponding meaning;

- 1.13 “**Public Property**” shall mean any property in the Township of Ryerson, or owned by the Township of Ryerson;
- 1.14 “**Police**” shall mean the Police Service providing police services to the Township;
- 1.15 “**Prohibited Animals**” shall mean the animals as identified in Schedule B of this By-law;
- 1.16 “**Running at Large**” shall mean a dog found off the property on which it is kept and not under control of any responsible person, and restrained by a leash;
- 1.17 “**Service Animal**” shall mean an animal which is trained to assist in the movements of a person with a physical, visual or neurological impairment and shall include a Police Dog in which a dog is trained for law enforcement for the police or other person duly appointed as a peace officer;
- 1.18 “**Township**” shall mean the Township of Ryerson;
- 1.19 “**Veterinarian**” shall mean a veterinarian and shall include care takers and inmates of a recognized Animal Care Centre where a veterinarian normally carries on business;
- 1.20 “**Veterinary Hospital**” shall mean a building or place used for diagnosing or surgically or medically treating animals, whether or not animals are kept on the premises for the purpose of treatment and includes a veterinary clinic;
- 1.21 “**Wild Animal**” shall mean an untamed or undomesticated animal that, as a matter of common knowledge, is naturally ferocious, unpredictable, dangerous, mischievous, or not by custom devoted to the service of mankind at the time and in the place in which it is kept but does not include an Exotic Animal;
- 1.22 “**Zoo or Wildlife Sanctuary**” shall mean a person or persons who has/have registered with the Provincial Government and is in possession of all necessary documentation and complies with all regulations, provincial laws and municipal bylaws, to confine or keep captive any animal for the purposes of display or protection;

## 2. DOG LICENSING

- 2.1 No person shall within the Township of Ryerson own or keep any dog(s) without having obtained a license, or kennel license for more than four (4) dogs and registering the dog with the Township.
- 2.2 Every owner of a dog upon becoming a resident of the Township of Ryerson, or upon becoming the owner of a dog, shall obtain a license and register each dog with the Township.
- 2.3 The license shall be taken out annually on or before the 31<sup>st</sup> day of March of each year and shall expire on the 31<sup>st</sup> day of December of each year.
- 2.4 The cost of the license shall be as prescribed in the current Township of Ryerson Fees By-Law. An owner of a registered Service Animal is exempt from this licence fee.
- 2.5 An owner at the time of purchasing a dog license or kennel license shall furnish the following information to the Issuer of Licenses:
- a) The name, address, and phone number of the owner of the dog;
  - b) The breed, gender, name, age, and description of the dog(s);
  - c) No kennel or any part thereof shall be located closer than 30 metres (98.5 feet) to any roadway or closer than 150 metres (492.5 feet) to any residential use on another lot or any boundary of a residential zone.
- 2.6 Upon payment of the license fee, the owner of a dog shall be furnished with a numbered dog tag and the said tag shall be kept securely fixed on the dog at all times. The owner shall not use the dog tag upon a dog other than the one for which it was issued.
- 2.7 The replacement fee for a lost license shall be as prescribed in the current Township of Ryerson Fees By-Law.

- 2.8 A record shall be kept by the Clerk or designate showing:
- a) The name, address, and phone number of the dog owner;
  - b) The breed, name, age, gender, and description of the dog.
  - c) The number of the Dog Tag and the fees paid in respect of each dog.

**3. RESPONSIBILITIES OF THE OWNER**

- 3.1 No owner of a dog shall permit the dog to run at large in the Township of Ryerson.
- 3.2 No owner or owners living at the same address shall keep more than four (4) dogs in any one household over the age of twelve (12) weeks.
- 3.3 No owner shall permit their dog, whether leashed or unleashed, to trespass on private property.
- 3.4 No owner shall allow their dog to be on a public road or in a public place at any time unless the dog is on a leash and such leash is held onto by the owner/handler.
- 3.5 Notwithstanding 3.4, no dog shall be allowed at any time in any area designated as:
- a) A public park, which includes a children’s play area, a public beach, or swimming area;

This section does not apply to the owners of Registered Service Animals.

- 3.6 Every owner of a dog shall forthwith, clean up and dispose of any excrement left by their dog on any property other than their own. This section does not apply to the owners of Registered Service Animals.
- 3.7 No owner shall permit any dog or domestic pet owned by them to persistently bark, whine, whimper, or create any noise that is likely to disturb any inhabitants of the Township of Ryerson.

**4. ANIMAL CONTROL OFFICER**

- 4.1 The Animal Control Officer may seize and impound any dog found running at large, with or without a license, within the Township of Ryerson contrary to the provisions of the By-law. The dog will be impounded and placed in the Animal Shelter designated by the Clerk or designate.
- 4.2 An Animal Control Officer shall make every reasonable effort to notify the owner that the dog is impounded and the conditions whereby custody of the dog may be regained.
- 4.3 Nothing in this section shall prevent the Animal Control Officer from destroying an animal which is ill or injured and where, in the opinion of the Animal Control Officer, is incapable of being cured.
- 4.4 If the Animal Control Officer or their agent is unable to seize any dog found to be running at large or trespassing, and the owner is known to the Animal Control Officer or their agent, the owner shall receive written notice of the fine described in the current Township of Ryerson Animal Control By-Law Schedule A.
- 4.5 Where a dog has been injured on property other than that where it is kept and should be destroyed for humane reasons or safety to persons or animals, the Animal Control Officer or their agent may kill the dog in a humane manner as soon after seizure as they think fit without permitting any person to reclaim the dog, or without offering it for sale, and no damages or compensation shall be recovered by the owner on account of its disposal.

**5. MUZZLING OF DOGS**

- 5.1 The Animal Control Officer upon receiving a valid complaint or complaints concerning a dog or dogs that place the public safety at risk may issue an order to the owner to:
- a) Keep the dog or dogs leashed and under control of a responsible person at all times such dog is outside of the owner’s residence or;



- b) Secured in a crate or dog run at all times such dog is outside of the owner's residence or;
- c) Keep the dog or dogs muzzled at all times such dog is outside of the owner's residence.

**6. ANIMALS IN A VEHICLE**

- 6.1 For the purpose of this section, "Roadway" means any street, highway or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles.
- 6.2 No person shall keep or leave an animal unattended in a Motor Vehicle, part of a Motor Vehicle or trailer attached to a Motor vehicle where doing so causes, or may cause the animal illness, pain, injury or suffering or to become subject to undue or necessary hardship, privation or neglect.
- 6.3 Any officer may use any reasonable means as are necessary to remove an animal in need of assistance from any Motor Vehicle, trailer or any enclosed space.
- 6.4 The Owner of a Motor Vehicle involved in an offence referred to in this subsection is guilty of the offence, unless that vehicle owner satisfies the court that the vehicle was not being driven or parked by the Owner and that the individual driving or parking the vehicle at the time of the offence did so without the vehicle owner's express or implied consent.

**7. KEEPING OF EXOTIC, WILD AND NON-DOMESTIC ANIMALS**

- 7.1 No person shall own, possess, harbour or in any other manner keep any animal listed in Schedule "B" of this By-Law or any Endangered Species, except where provided for under the provisions of this By-Law or any Federal or Provincial legislation.
- 7.2 No person shall sell, offer for sale, or display for sale any animal listed in Schedule "B" of this By-Law or any Endangered Species, except where provided for under the provisions of this By-Law or any Federal or Provincial legislation.
- 7.3 No person shall import or export any animal listed in Schedule "B" of this By-Law or any Endangered Species, except where provided for under the provisions of this By-Law or any Federal or Provincial legislation.
- 7.4 It shall be permissible to keep any animal of the kind listed in Schedule "B" of this By-law under the following circumstances:
  - a) In a Veterinary Hospital under the care of a Licenced Veterinarian during the period of time required to care for the animal and then it shall be removed from the Township of Ryerson;
  - b) The animal is part of a circus, exhibition or educational display and such animals shall be exempt from this By-Law only for the period of time that the circus, exhibition, or educational display is taking place.

**8. ADMINISTRATION AND ENFORCEMENT**

- 8.1 This By-Law shall be enforced by a Municipal Law Enforcement Officer, an Animal Control Officer or a Provincial Offences Officer.

**9. RIGHT OF ENTRY**

- 9.1 The Municipal Law Enforcement Officer may enter upon property at any reasonable time for the purpose of determining whether any prohibited animals are kept on the premises.
- 9.2 The Municipal Law Enforcement Officer may not enter a dwelling-place except with the consent of the occupant or person in charge of the dwelling-place or under the authority of a warrant.

**10. PENALTIES**

- 10.1 Every person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for under the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended.

10.2 Where any part of this By-Law conflicts with any other Municipal By-Law, or any Federal or Provincial Legislation or article the Legislation that carries the stricter provision shall prevail.

**11. SEVERABILITY**

11.1 If a court of competent jurisdiction should declare any section or part of any section of this By-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced council to pass the remainder of the By-law and it is hereby declared, the remainder of the By-law shall be valid and shall remain in force.

**12. SHORT TITLE**

12.1 This By-law may be cited as “The Animal Control By-law”

**13. REPEAL**

31.1 By-laws # 14-99 and 44-16 are hereby repealed.

**14. FORCE AND EFFECT**

14.1 This By-law shall come into force and take effect as of the date of passing.

**15. SCHEDULE A**

15.1 Part 1 Offences short form wording and set fines for such offences.

15.2 Once the by-law has been approved, the short form wording and set fines will be applied for with the Provincial Offences Courts to have them approved.

15.3 These offences can be issued as Part 1 ticketing on the persons committing the offences on the day of the offence, or within 30 days of the offence.

Read a first, second and  
Third time, and finally passed  
\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

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

**THE CORPORATION OF THE TOWNSHIP OF RYERSON**

**SCHEDULE "A" TO BY-LAW #\_\_\_ - 24**

**Part I Provincial Offences Act**

<b>Item</b>	<b>Short Form Wording</b>	<b>Provision Creating or Defining Offence</b>	<b>Set Fine</b>
1	Fail to obtain dog licence or kennel license	Section 2.1	\$300.00
2	Permit dog to be at large	Section 3.1	\$300.00
3	Own more than four (4) dogs	Section 3.2	\$300.00
4	Permit dog to trespass on private property	Section 3.3	\$300.00
5	Permit dog to be in a public place without a leash	Section 3.4	\$300.00
6	Permit dog to be in a public park or swimming area	Section 3.5	\$300.00
7	Fail to clean-up and dispose of excrement	Section 3.6	\$300.00
8	Permit dog to bark or make excessive noise	Section 3.7	\$300.00
9	Fail to comply with muzzle order	Sections 5.1	\$300.00
10	Permit animal to be kept, left unattended in Motor Vehicle	Section 6.2	\$300.00
11	Possession of an exotic, wild or non-domesticated animal	Section 7.1	\$300.00

Note: The penalty provision for the offence listed above is Section 15 of By-law #\_\_ -24, a certified copy of which has been filed.

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF RYERSON**

**SCHEDULE “B” TO BY-LAW # XX-23**

<b>Class of Animal</b>	<b>Common Name Examples</b>
All Venomous Arachnids	Tarantula
All Venomous Arthropods	Scorpion
All Crocodylidae	Alligator, Crocodile
All Ursidae	Bear
All Venomous Reptillia	Venomous Snake, Lizard All
Serpentes of the families Pythonidae and Boidae	Python, Boa, Anaconda
All Felids (other than common cat)	Leopard, Lion, Tiger, Lynx, Puma, Cheetah, Jaguar, Panther, Bobcat, Ocelot or Hybrids
All animals on the list of Convention on International Trade and Endangered Species (CITES #1 Endangered Species List)	
All Canidae (other than common dog)	Wolf, Fox, Jackals

**Note:** The common names referred to in the right-hand column are some of the names of animals included in the classes of animals referred to in the left-hand column of this schedule.

The common names are provided for information purposes only and are not intended to limit the extent of the classes of animals referred to above.



# Councilor Report

To:	Ryerson Township Council
From:	Beverly Abbott
Date of Event:	Thursday Feb 8 <sup>th</sup> 2024
Topic:	Hazmat Meeting
Report Date:	Feb 22,2024

Importance to the Township of Ryerson:

Expecting a \$2000 reimbursement from 2022

The price per household for 2024 will be \$5.31 plus tax

Amy Tilley had an issue with receiving paint cans with the lid on which contained paint. Sean Cotton will reach out to Amy to clarify the issue.

It appears that the public need to be informed about paint cans. If the lid is off , the paint will dry and will not be considered hazardous material. It has been suggested that the municipalities educate their residents regarding this issue. If the lid is off and the paint dried, it can go into the landfill site as regular garbage.

The Hazmat dates for 2024 are May 25<sup>th</sup> and August 24<sup>th</sup> 10AM -2 PM  
**Looking for volunteers for May 25<sup>th</sup>.**

Next meeting will be May 2, 6 pm at the Strong Township office



# Councilor Report

To:	Ryerson Township Council
From:	Beverly Abbott
Date of Event:	Feb 21, 2024
Topic:	Library Board Meeting
Report Date:	Feb 22, 2024

Importance to the Township of Ryerson:

On Feb 14<sup>th</sup>, the Building/Fundraising committee met with John Theriault regarding the report on possible building sites for the new library.

At this point John is waiting for clear direction from Burk's Falls. We would still like to know the depth of the sewer pipe which flows under our first option. The site on Huston St. appears to be the most economical to build as it is flat and there is ample room for parking and expansion.

John will be presenting his report at the Tricouncil meeting Feb 26<sup>th</sup> and we are hopeful that a decision will be made at that time.

## **Board Meeting**

We have a new library assistant coordinator. Her name is Karen Hoffman. She previously worked for the Magnetawan Library and we are fortunate to have her on staff.

The questions regarding pay equity [wage grid] for library staff have still remained unanswered. The issue of poor snow removal service remains. The board will send a letter to Burk's Falls council to address these issues. This will be discussed at the next council meeting.

The 2024 Super Conference was attended by Nieves. It was an opportunity to meet and share with other Northern Ontario Librarians.

National Canadian Film Board Festival is coming up in April. We are hoping that the event will happen at the theatre. Sean Cotton will be contacted regarding this possibility. If this is not possible, Armour Township has offered to host the event at the Katrine Community Centre

**New Business:** Nieves wishes to hire a library assistant to work 6 hours a week which will cost the budget an additional \$1000. The salary would be \$21.20 per hour. The Board agreed to the request. There are a number of programs running and this will permit a more supportive system for library staff. We appreciate all the work the library does for our community.

JOINT BUILDING COMMITTEE  
P.O. BOX 1120  
SUNDRIDGE, ON P0A 1Z0  
PHONE 705-384-9444 – FAX 705-384-9445

RESOLUTION

Date: February 15, 2024

Resolution #2024 - 014

Moved by JOHN WILSON

Seconded by JUSTINE LEVEQUE

Be it resolved that this committee does hereby recommend the 2024 JBC Budget as presented in the amount of \$ 397,200<sup>00</sup>.

.....  
Carried

.....  
Defeated

.....  
  
Chairperson

Recorded Vote:	For	Against
Robert Brooks	.....	.....
Budd Brown	.....	.....
Tim Bryson	.....	.....
Justine Leveque	.....	.....
Glenn Miller	.....	.....
Neil Scarlett	.....	.....
John Wilson	.....	.....

Conflict of Interest Declared and Seat(s)

Vacated: \_\_\_\_\_



## 2024 Budget Worksheet

		2023	2023	2023	2024
		Last Year Budget	Last Year Actual	Variance	Budget
18-10000	Permits Burk's Falls	29,198.00	24,143.45	(5,054.55)	30,816.00
18-10500	Fines Buk's Falls			-	
18-10510	Operating Burk's Falls				
18-20000	Permits Joly	14,913.00	31,152.58	16,239.58	19,435.00
18-20500	Fines Joly			-	
18-20510	Operating Joly			-	
18-30000	Permits Machar	60,409.00	109,777.00	49,368.00	78,116.00
18-30500	Fines Machar			-	
18-30510	Operating Machar			-	
18-50000	Permits Ryerson	69,989.00	64,410.00	(5,579.00)	73,012.00
18-50510	Operating Ryerson			-	
18-60000	Permits South River	28,550.00	24,669.26	(3,880.74)	30,826.00
18-60510	Operating South River			-	
18-70000	Permits Strong	66,360.00	34,932.50	(31,427.50)	65,219.00
18-70510	Operating Strong			-	
18-80000	Permits Sundridge	24,330.00	53,099.50	28,769.50	31,368.00
18-80510	Operating Sundridge			-	
18-90000	Gain(Loss) on disposal of assets			-	
18-90001	Contra proceeds of disposition			-	
18-91000	Miscellaneous Revenue			-	
18-92000	Net Income from (to) Deferred	35,095.00	-	(35,095.00)	<b>38,408.00</b>
18-99999	Interest Income	10,000.00	26,766.81	16,766.81	30,000.00
		<b>338,844.00</b>	<b>368,951.10</b>	<b>30,107.10</b>	<b>397,200.00</b>
19-00100	Salaries	267,000.00	217,911.68	49,088.32	250,000.00
19-00200	Employee Health Benefits (BT)	14,300.00	8,182.49	6,117.51	14,500.00
19-00210	Employee Assist Program (EAP)	95.00	81.63	13.37	125.00
19-00250	Health & Safety	450.00	-	450.00	400.00
19-00300	WSIB	500.00	323.10	176.90	500.00
19-10000	Clerical	560.00	560.00	-	1,200.00
19-10500	Administration	7,200.00	7,200.00	-	10,000.00
19-28000	Telephone	2,300.00	2,062.09	237.91	2,600.00
19-29000	Bank Charges	250.00	252.96	(2.96)	300.00
19-31000	Vehicle Fuel	5,000.00	3,289.99	1,710.01	5,000.00
19-31500	Vehicle Insurance	2,310.00	2,588.00	(278.00)	3,000.00
19-32000	Vehicle Maintenance	2,000.00	1,596.76	403.24	2,500.00
19-33000	Memberships	800.00	398.00	402.00	850.00
19-34000	Forms	433.00	389.23	43.77	475.00
19-35000	Computer Hardware/Equipment	7,000.00	6,514.44	485.56	3,000.00
19-35500	Computer Software	8,000.00	7,961.01	38.99	16,500.00
19-36000	Audit/Consulting/Legal	2,200.00	(0.01)	2,200.01	2,300.00
19-37000	Education/Courses	5,300.00	3,674.16	1,625.84	6,000.00
19-38000	Certification	327.00	442.91	(115.91)	250.00
19-39000	Office Supplies/Copies	2,980.00	2,839.98	140.02	4,800.00
19-40000	Mileage	37.00	-	37.00	100.00
19-41000	Postage	190.00	123.27	66.73	1,000.00
19-42000	Advertising	500.00	425.13	74.87	600.00
19-43000	Business Cards	100.00	-	100.00	200.00
19-44000	Legal	3,000.00	1,133.20	1,866.80	3,000.00
19-45000	Rent	5,712.00	5,712.00	-	7,500.00
19-46000	Publication	150.00	-	150.00	350.00
19-50000	Miscellaneous	150.00	-	150.00	150.00
19-91000	Capital Purchases				60,000.00
		<b>338,844.00</b>	<b>273,662.02</b>	<b>65,181.98</b>	<b>397,200.00</b>

**JBC 2024 PROJECTED BUDGET CONTRIBUTIONS**

<b>Municipality</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>Total 2018-2022</b>	<b>5yr Average - Budgeted Permit Revenue</b>	<b>%</b>	<b>Municipal Operating Grant Required</b>
<b>Burk's Falls</b>	71,688.75	11,520.00	21,780.00	24,950.00	24,143.45	154,082.20	30,816.00	9.4%	-
<b>Joly</b>	12,043.20	13,567.00	8,855.00	31,556.25	31,152.58	97,174.03	19,435.00	5.9%	-
<b>Machar</b>	64,687.30	53,316.50	59,655.60	103,145.00	109,777.00	390,581.40	78,116.00	23.8%	-
<b>Ryerson</b>	81,172.65	47,446.43	87,283.40	84,749.50	64,410.00	365,061.98	73,012.00	22.2%	-
<b>South River</b>	26,416.00	20,727.50	38,134.50	44,185.00	24,669.26	154,132.26	30,826.00	9.4%	-
<b>Strong</b>	44,435.70	51,465.80	108,937.75	86,325.00	34,932.50	326,096.75	65,219.00	19.8%	-
<b>Sundridge</b>	11,584.92	16,509.50	12,955.00	62,692.00	53,099.50	156,840.92	31,368.00	9.5%	-
<b>Total</b>	312,028.52	214,552.73	337,601.25	437,602.75	342,184.29	1,643,969.54	328,792.00	100.0%	-
Add: interest income budget							30,000.00		
Total revenue before municipal operating grants							<u>358,792.00</u>		
<b>Budgeted Expense</b>							(397,200.00)		
<b>Excess Revenue (Expense) - transfer to (from) deferred revenue</b>							- 38,408.00		

JOINT BUILDING COMMITTEE  
P.O. BOX 1120  
SUNDRIDGE, ON P0A 1Z0  
PHONE 705-384-9444 – FAX 705-384-9445

RESOLUTION

Date: FEB. 15, 2024

Resolution #2024 - 015

Moved by GLENN MILLER.....

Seconded by TIM BRYSON.....

Be it resolved that this committee does hereby RECOMMEND THAT PROPOSED CHANGES  
PRESENTED BY THE CBD TO BE DRAFTED AS CHANGES TO THE BUILDING  
BY LAW -

.....  
Carried

.....  
Defeated

Budd Brown  
.....  
Chairperson

Recorded Vote:	For	Against
Robert Brooks	.....	.....
Budd Brown	.....	.....
Tim Bryson	.....	.....
Justine Leveque	.....	.....
Glenn Miller	.....	.....
Neil Scarlett	.....	.....
John Wilson	.....	.....

Conflict of Interest Declared and Seat(s)

Vacated: \_\_\_\_\_

- 4.7.4 Plans shall be drawn to scale on paper, cloth or other durable material shall be legible and without limiting the generality of the foregoing, shall include such works as set out in Schedule "C" to this by-law, unless otherwise specified by the Chief Building Official
- 4.7.5 Site plans shall be accurately drawn to scale, and when required by the Chief Building Official to demonstrate compliance with the Act, the Building Code or other applicable law, a copy of a survey prepared by an Ontario Land Surveyor shall be submitted. Site plans shall show:
- 4.7.5.1.1 Lot size and the dimensions of the property lines and setbacks to any existing or proposed buildings,
  - 4.7.5.2 Existing and finished ground levels or grades,
    - 4.7.5.2.1 Existing right-of-ways, easements and municipal services were applicable.
- 4.7.6 Verification by an Ontario Land Surveyor of by-law compliance may be required before proceeding past foundation state, if required by the Chief Building Official.

5. PAYMENT OF FEES

Fees for a required permit shall be as set out in Schedule "B" to By-law\*\*\*\*\* and are due and payable upon submission of an application for a permit.

Where the fees payable in respect of an application for a construction or demolition permit issued under Subsection 8(1) of the Act or a conditional permit under Subsection 8(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total cost of all work regulated by the permit, including the cost of all material, labour, equipment, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.

The Chief Building Official may place a valuation on the cost of the proposed work for the purposes of establishing the permit fee, and where disputed the applicant shall pay the fee under protest and, within six (6) months of completion of the project, shall submit an audited statement of the actual costs and where the audited costs are determined to be less than the valuation, the Chief Building Official shall issue a refund.

6. PERMIT MAINTENANCE FEES

- 6.1 Where the Chief Building Official confirms that a Building Permit(s) remain open after two (2) years, the municipality shall send to current property owner, an invoice for the Permit Maintenance Fee as set out in Schedule "B" of this by-law;
- 6.2 Annual invoicing shall continue until such time as the permit(s) is revoked, closed or cancelled.

7. REFUNDS

- 7.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule "D" attached to and forming part of this by-law.

8. PRESCRIBED NOTICES AND INSPECTIONS

- 8.1 The owner or an authorized agent shall notify the Chief building Official at least two (2) business days which does not include the day the notice was given to each stage of construction for which notice in advance is required under the Building Code. In

THE CORPORATION OF THE \*\*\*\*\*OF \*\*\*\*\*  
BY-LAW \*\*\*\*\*; Building By-Law

SCHEDULE "A" – CLASSES OF PERMITS

1. Building Permits To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.
2. Demolition Permit For the demolition of all or part of a building.
3. Conditional Permit Pertains to construction only and may be issued only in accordance with Section 8.(3) of the Building Code Act.
4. Stage of Construction For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.
5. Designated Structure To be for the purpose of constructing a Permit designated structure as defined in the Ontario Building Code.
6. Temporary Structure To permit the erection of a tent or temporary structure which exceeds 30 square metres (323 square feet) in ground area.(REMOVE) or update to 60 square meters (645 square feet) in ground aggregate area.
6. Transfer Permit To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.
7. Occupancy Permit To allow occupancy of an unfinished building in accordance with the Building Code.
8. Change of Use Permit To comply with the requirements of Part 10 of the Building Code.

THE CORPORATION OF THE \*\*\*\*\*OF \*\*\*\*\*  
 BY-LAW \*\*\*\*\*; Building By-Law

SCHEDULE "B" – PERMIT FEE SCHEDULE

Cost Guidelines (Proposed changes)

\$100.00	+ \$15.00 per Thousand
\$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
\$100.00	Transfer Permit
\$100.00	+ \$15.00 per thousand of project value for Conditional Permit
\$100.00	Searching of records (Building and Zoning compliance letters)
\$100.00	Re-inspection fee
\$100.00	Pre-site inspection fee
\$50.00	per page for review of revised plans or plans submitted with application and no permit issued
\$50.00	Letter of compliance on issued orders
\$200.00	Application fee for Alternative Solution Design
\$200.00	Special Inspection Fee to inspect buildings or structures where a request has been made for a final inspection or occupancy/use where the permit has been inactive for one year and/or the permit is three years or older (REMOVE)
	Permit Maintenance Fee (applied two years after permit issuance if still open)
\$300.00 (per year)	Annual Fee - Commercial
\$250.00 (per year)	Annual Fee - Dwellings and additions
\$200.00 (per year)	Annual Fee – Accessory structures
\$1,000.00	minimum fee for any major alteration to a dwelling

**BUILDING WITHOUT A PERMIT – CONSTRUCTION STARTED WITHOUT OBTAINING A PERMIT FEES ARE DOUBLED**

**CONSTRUCTION COST GUIDELINES – cost per square foot of floor area**

**Residential Unit:**

Single Storey House	(\$200.00)	\$135.00 minimum per square foot
Two Storey House (1 <sup>st</sup> floor)	(\$200.00)	\$135.00 minimum per square foot
Each Additional Storey	(\$100.00)	\$75.00 minimum per square foot
Attached Garage	(\$55.00)	\$40.00 minimum per square foot

**Cottage / Recreational Dwelling:**

Dwelling with Basement	(\$200.00)	\$135.00 minimum per square foot
Dwelling on Piers / Frost Wall	(\$175.00)	\$125.00 minimum per square foot
Dwellings on Slab	(\$175.00)	\$125.00 minimum per square foot
Each Additional Storey	(\$100.00)	\$75.00 minimum per square foot

**Garage / Farm Buildings:**

Garage / Shed on Slab	\$40.00 minimum per square foot
Garage / Shed no floor	\$30.00 minimum per square foot
Barns / Outbuildings located on Assessed Farm Lands	\$25.00 minimum per square foot

**Commercial – Industrial:**

Based on cost price.....or	\$95.00 minimum per square foot
----------------------------	---------------------------------

**Renovations:** Based on cost price estimates

**Decks / Porches / Additions:** \$50.00 minimum per square foot or based on cost price estimates

**Demolition Permits:** (\$5.00) \$15.00 minimum per square foot

**The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per section 5. of this building by-law.**

---

No permit is required for re-shingling a roof.

No permit is required for a shed less than 107 sq.ft. provided that the principal structure is erected on the property or a permit for such structure has been issued. (REMOVE)

No permit is required for a shed intended for storage purposes only and is ancillary (accessory) to a principal building on the lot provided that:

1. It is not more than 15 square meters (161 square feet) in gross area.
2. It is not more than one storey in building height.
3. It is not attached to a building or any other structure, and
4. It does not contain any plumbing.

Lot coverage and setback distances for the shed must also comply with the zoning by-law requirements.

---

To obtain a Building Permit, it is necessary to first apply and receive the following:

1. A septic permit for a class 4 Sewage system from the North Bay Mattawa Conservation Authority in all areas not serviced by Municipal Sewers and for Buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.
3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway or is within 1000 feet of a highway Intersection or is in the Vicinity of the New 4 Laning of Highway #11.
4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.

**From:** Brian Dumas <cbojbc@Strongtownship.com>

**Sent:** Tuesday, February 20, 2024 10:59 AM

**To:** Kim Dunnett <deputyclerk@Strongtownship.com>; Brenda Paul <bpaulmachar@vianet.ca>; Caitlin Haggart <clerk@Strongtownship.com>; Denis Duguay <clerk@burksfalls.ca>; Don McArthur <clerk@southriver.ca>; Jennifer Martin <municipal.admin@townshipofjoly.com>; Nancy Austin <naustin@sundridge.ca>; Nancy Field <clerk@ryersontownship.ca>

**Subject:** RE: Re: JBC Building By-law

Good morning everyone,

The first change is to add a new Permit Maintenance Fee. This was discussed by the JBC as a means to help close off older permits. It will apply to all open and future issued building permits. We will slowly introduce the new fee so not to over extend the department and we will try to address older permits first with a notification letter first. I will be confirming with our legal council if the unpaid fees can be applied to the tax roll through a municipal lien. If so I will confirm if each municipality should have a policy to address municipal liens if a municipality does not currently have one.

Other house keeping items are removing Temporary Structures from class of permits as the building code address the need of permits for such structures such as tents. As well, We will be removing and replacing the permit requirements for sheds as the size has now changed in the Ontario Building Code.

The final change is to the Cost Guidelines in Schedule "B" – Permit Fee Schedule. The new permit maintenance fee has been added and we are proposing to adjust the construction cost guidelines for dwellings as this has not been done for a while and the current costs to build have increased significantly in the past 4 years. I have been valuating construction costs to the proposed values as permitted in our building by-law, but this amendment would give an applicant a more accurate value to help them calculate their permit fee as it is based on project value. We are not increasing the permit fees just the values to reflect the valuations I have been using to determine project values.

If anyone has any questions please do not hesitate to contact me.

Best regards,

*Brian Dumas, CBCO, CRBO  
Manager of Building Services/Chief Building Official  
For the municipalities of Burk's Falls, Joly, Machar,  
Ryerson, South River, Strong, and Sundridge  
28 Municipal Lane  
P.O. Box 1120  
Sundridge, ON  
POA 1Z0  
T (705) 384-9444  
F (705) 384-9445  
E- [cbojbc@strongtownship.com](mailto:cbojbc@strongtownship.com)*

*This information is intended only for the person, persons, entity, or entities to which it is addressed; does not necessarily represent the views of the Joint Building Committee; may contain information that is privileged, confidential or exempt from disclosure under the Municipal Freedom of Information and Protection of Privacy Act. If the reader is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this communication in error, please notify us immediately by return e-mail and delete the correspondence from your computer*



## **2000 Model Franchise Agreement**

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THIS AGREEMENT effective this            day of            , 2024

BETWEEN:

### **THE CORPORATION OF THE TOWNSHIP OF RYERSON**

hereinafter called the "Corporation"

- and -

### **ENBRIDGE GAS INC.**

hereinafter called the "Gas Company"

WHEREAS the Gas Company desires to distribute, store and transmit gas in the Municipality upon the terms and conditions of this Agreement;

AND WHEREAS by by-law passed by the Council of the Corporation (the "By-law"), the duly authorized officers have been authorized and directed to execute this Agreement on behalf of the Corporation;

THEREFORE the Corporation and the Gas Company agree as follows:

### **Part I - Definitions**

#### **1. In this Agreement**

- (a) "decommissioned" and "decommissions" when used in connection with parts of the gas system, mean any parts of the gas system taken out of active use and purged in accordance with the applicable CSA standards and in no way affects the use of the term 'abandoned' pipeline for the purposes of the *Assessment Act*;
- (b) "Engineer/Road Superintendent" means the most senior individual employed by the Corporation with responsibilities for highways within the Municipality or the person designated by such senior employee or such other person as may from time to time be designated by the Council of the Corporation;

- (c) "gas" means natural gas, manufactured gas, synthetic natural gas, liquefied petroleum gas or propane-air gas, or a mixture of any of them, but does not include a liquefied petroleum gas that is distributed by means other than a pipeline;
- (d) "gas system" means such mains, plants, pipes, conduits, services, valves, regulators, curb boxes, stations, drips or such other equipment as the Gas Company may require or deem desirable for the distribution, storage and transmission of gas in or through the Municipality;
- (e) "highway" means all common and public highways and shall include any bridge, viaduct or structure forming part of a highway, and any public square, road allowance or walkway and shall include not only the travelled portion of such highway, but also ditches, driveways, sidewalks, and sodded areas forming part of the road allowance now or at any time during the term hereof under the jurisdiction of the Corporation;
- (f) "Model Franchise Agreement" means the form of agreement which the Ontario Energy Board uses as a standard when considering applications under the *Municipal Franchises Act*. The Model Franchise Agreement may be changed from time to time by the Ontario Energy Board;
- (g) "Municipality" means the territorial limits of the Corporation on the date when this Agreement takes effect, and any territory which may thereafter be brought within the jurisdiction of the Corporation;
- (h) "Plan" means the plan described in Paragraph 5 of this Agreement required to be filed by the Gas Company with the Engineer/Road Superintendent prior to commencement of work on the gas system; and
- (i) whenever the singular, masculine or feminine is used in this Agreement, it shall be considered as if the plural, feminine or masculine has been used where the context of the Agreement so requires.

## Part II - Rights Granted

### 2. To provide gas service

The consent of the Corporation is hereby given and granted to the Gas Company to distribute, store and transmit gas in and through the Municipality to the Corporation and to the inhabitants of the Municipality.

### 3. To Use Highways

Subject to the terms and conditions of this Agreement the consent of the Corporation is hereby given and granted to the Gas Company to enter upon all highways now or at any time hereafter under the jurisdiction of the Corporation and to lay, construct, maintain, replace, remove, operate and repair a gas system for the distribution, storage and transmission of gas in and through the Municipality.

### 4. Duration of Agreement and Renewal Procedures

(a) If the Corporation has not previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law.

or

(b) If the Corporation has previously received gas distribution services, the rights hereby given and granted shall be for a term of 20 years from the date of final passing of the By-law provided that, if during the 20 year term of this Agreement, the Model Franchise Agreement is changed, then on the 7<sup>th</sup> anniversary and on the 14<sup>th</sup> anniversary of the date of the passing of the By-law, this Agreement shall be deemed to be amended to incorporate any changes in the Model Franchise Agreement in effect on such anniversary dates. Such deemed amendments shall not apply to alter the 20 year term.

(c) At any time within two years prior to the expiration of this Agreement, either party may give notice to the other that it desires to enter into negotiations for a renewed franchise upon such terms and conditions as may be agreed upon. Until such renewal has been settled, the terms and conditions of this Agreement shall continue, notwithstanding the expiration of this Agreement. This shall not preclude either party from applying to the Ontario Energy Board for a renewal of the Agreement pursuant to section 10 of the *Municipal Franchises Act*.

### Part III – Conditions

#### 5. Approval of Construction

- (a) The Gas Company shall not undertake any excavation, opening or work which will disturb or interfere with the surface of the travelled portion of any highway unless a permit therefor has first been obtained from the Engineer/Road Superintendent and all work done by the Gas Company shall be to his satisfaction.
- (b) Prior to the commencement of work on the gas system, or any extensions or changes to it (except service laterals which do not interfere with municipal works in the highway), the Gas Company shall file with the Engineer/Road Superintendent a Plan, satisfactory to the Engineer/Road Superintendent, drawn to scale and of sufficient detail considering the complexity of the specific locations involved, showing the highways in which it proposes to lay its gas system and the particular parts thereof it proposes to occupy.
- (c) The Plan filed by the Gas Company shall include geodetic information for a particular location:
  - (i) where circumstances are complex, in order to facilitate known projects, including projects which are reasonably anticipated by the Engineer/Road Superintendent, or
  - (ii) when requested, where the Corporation has geodetic information for its own services and all others at the same location.
- (d) The Engineer/Road Superintendent may require sections of the gas system to be laid at greater depth than required by the latest CSA standard for gas pipeline systems to facilitate known projects or to correct known highway deficiencies.
- (e) Prior to the commencement of work on the gas system, the Engineer/Road Superintendent must approve the location of the work as shown on the Plan filed by the Gas Company, the timing of the work and any terms and conditions relating to the installation of the work.
- (f) In addition to the requirements of this Agreement, if the Gas Company proposes to affix any part of the gas system to a bridge, viaduct or other structure, if the Engineer/Road Superintendent approves this proposal, he may require the Gas Company to comply with special conditions or to enter into a separate agreement as a condition of the approval of this part of the construction of the gas system.

- (g) Where the gas system may affect a municipal drain, the Gas Company shall also file a copy of the Plan with the Corporation's Drainage Superintendent for purposes of the *Drainage Act*, or such other person designated by the Corporation as responsible for the drain.
- (h) The Gas Company shall not deviate from the approved location for any part of the gas system unless the prior approval of the Engineer/Road Superintendent to do so is received.
- (i) The Engineer/Road Superintendent's approval, where required throughout this Paragraph, shall not be unreasonably withheld.
- (j) The approval of the Engineer/Road Superintendent is not a representation or warranty as to the state of repair of the highway or the suitability of the highway for the gas system.

## 6. **As Built Drawings**

The Gas Company shall, within six months of completing the installation of any part of the gas system, provide two copies of "as built" drawings to the Engineer/Road Superintendent. These drawings must be sufficient to accurately establish the location, depth (measurement between the top of the gas system and the ground surface at the time of installation) and distance of the gas system. The "as built" drawings shall be of the same quality as the Plan and, if the approved pre-construction plan included elevations that were geodetically referenced, the "as built" drawings shall similarly include elevations that are geodetically referenced. Upon the request of the Engineer/Road Superintendent, the Gas Company shall provide one copy of the drawings in an electronic format and one copy as a hard copy drawing.

## 7. **Emergencies**

In the event of an emergency involving the gas system, the Gas Company shall proceed with the work required to deal with the emergency, and in any instance where prior approval of the Engineer/Road Superintendent is normally required for the work, the Gas Company shall use its best efforts to immediately notify the Engineer/Road Superintendent of the location and nature of the emergency and the work being done and, if it deems appropriate, notify the police force, fire or other emergency services having jurisdiction. The Gas Company shall provide the Engineer/Road Superintendent with at least one 24 hour emergency contact for the Gas Company and shall ensure the contacts are current.

## 8. **Restoration**

The Gas Company shall well and sufficiently restore, to the reasonable satisfaction of the Engineer/Road Superintendent, all highways, municipal works or improvements which it may excavate or interfere with in the course of laying, constructing, repairing or removing its gas system, and shall make good any settling or subsidence thereafter caused by such excavation or interference. If the Gas Company fails at any time to do any work required by this Paragraph within a reasonable period of time, the Corporation may do or cause such work to be done and the Gas Company shall, on demand, pay the Corporation's reasonably incurred costs, as certified by the Engineer/Road Superintendent.

## 9. **Indemnification**

The Gas Company shall, at all times, indemnify and save harmless the Corporation from and against all claims, including costs related thereto, for all damages or injuries including death to any person or persons and for damage to any property, arising out of the Gas Company operating, constructing, and maintaining its gas system in the Municipality, or utilizing its gas system for the carriage of gas owned by others. Provided that the Gas Company shall not be required to indemnify or save harmless the Corporation from and against claims, including costs related thereto, which it may incur by reason of damages or injuries including death to any person or persons and for damage to any property, resulting from the negligence or wrongful act of the Corporation, its servants, agents or employees.

## 10. **Insurance**

- (a) The Gas Company shall maintain Comprehensive General Liability Insurance in sufficient amount and description as shall protect the Gas Company and the Corporation from claims for which the Gas Company is obliged to indemnify the Corporation under Paragraph 9. The insurance policy shall identify the Corporation as an additional named insured, but only with respect to the operation of the named insured (the Gas Company). The insurance policy shall not lapse or be cancelled without sixty (60) days' prior written notice to the Corporation by the Gas Company.
- (b) The issuance of an insurance policy as provided in this Paragraph shall not be construed as relieving the Gas Company of liability not covered by such insurance or in excess of the policy limits of such insurance.
- (c) Upon request by the Corporation, the Gas Company shall confirm that premiums for such insurance have been paid and that such insurance is in full force and effect.

## 11. **Alternative Easement**

The Corporation agrees, in the event of the proposed sale or closing of any highway or any part of a highway where there is a gas line in existence, to give the Gas Company reasonable notice of such proposed sale or closing and, if it is feasible, to provide the Gas Company with easements over that part of the highway proposed to be sold or closed sufficient to allow the Gas Company to preserve any part of the gas system in its then existing location. In the event that such easements cannot be provided, the Corporation and the Gas Company shall share the cost of relocating or altering the gas system to facilitate continuity of gas service, as provided for in Paragraph 12 of this Agreement.

## 12. **Pipeline Relocation**

- (a) If in the course of constructing, reconstructing, changing, altering or improving any highway or any municipal works, the Corporation deems that it is necessary to take up, remove or change the location of any part of the gas system, the Gas Company shall, upon notice to do so, remove and/or relocate within a reasonable period of time such part of the gas system to a location approved by the Engineer/Road Superintendent.
- (b) Where any part of the gas system relocated in accordance with this Paragraph is located on a bridge, viaduct or structure, the Gas Company shall alter or relocate that part of the gas system at its sole expense.
- (c) Where any part of the gas system relocated in accordance with this Paragraph is located other than on a bridge, viaduct or structure, the costs of relocation shall be shared between the Corporation and the Gas Company on the basis of the total relocation costs, excluding the value of any upgrading of the gas system, and deducting any contribution paid to the Gas Company by others in respect to such relocation; and for these purposes, the total relocation costs shall be the aggregate of the following:
  - (i) the amount paid to Gas Company employees up to and including field supervisors for the hours worked on the project plus the current cost of fringe benefits for these employees,
  - (ii) the amount paid for rental equipment while in use on the project and an amount, charged at the unit rate, for Gas Company equipment while in use on the project,
  - (iii) the amount paid by the Gas Company to contractors for work related to the project,

- (iv) the cost to the Gas Company for materials used in connection with the project, and
  - (v) a reasonable amount for project engineering and project administrative costs which shall be 22.5% of the aggregate of the amounts determined in items (i), (ii), (iii) and (iv) above.
- (d) The total relocation costs as calculated above shall be paid 35% by the Corporation and 65% by the Gas Company, except where the part of the gas system required to be moved is located in an unassumed road or in an unopened road allowance and the Corporation has not approved its location, in which case the Gas Company shall pay 100% of the relocation costs.

#### **Part IV - Procedural And Other Matters**

##### **13. Municipal By-laws of General Application**

The Agreement is subject to the provisions of all regulating statutes and all municipal by-laws of general application, except by-laws which have the effect of amending this Agreement.

##### **14. Giving Notice**

Notices may be delivered to, sent by facsimile or mailed by prepaid registered post to the Gas Company at its head office or to the authorized officers of the Corporation at its municipal offices, as the case may be.

##### **15. Disposition of Gas System**

- (a) If the Gas Company decommissions part of its gas system affixed to a bridge, viaduct or structure, the Gas Company shall, at its sole expense, remove the part of its gas system affixed to the bridge, viaduct or structure.
- (b) If the Gas Company decommissions any other part of its gas system, it shall have the right, but is not required, to remove that part of its gas system. It may exercise its right to remove the decommissioned parts of its gas system by giving notice of its intention to do so by filing a Plan as required by Paragraph 5 of this Agreement for approval by the Engineer/Road Superintendent. If the Gas Company does not remove the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in any highway, the Corporation may remove and dispose of so much of the decommissioned gas system



as the Corporation may require for such purposes and neither party shall have recourse against the other for any loss, cost, expense or damage occasioned thereby. If the Gas Company has not removed the part of the gas system it has decommissioned and the Corporation requires the removal of all or any part of the decommissioned gas system for the purpose of altering or improving a highway or in order to facilitate the construction of utility or other works in a highway, the Gas Company may elect to relocate the decommissioned gas system and in that event Paragraph 12 applies to the cost of relocation.

#### 16. **Use of Decommissioned Gas System**

- (a) The Gas Company shall provide promptly to the Corporation, to the extent such information is known:
  - (i) the names and addresses of all third parties who use decommissioned parts of the gas system for purposes other than the transmission or distribution of gas; and
  - (ii) the location of all proposed and existing decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas.
- (b) The Gas Company may allow a third party to use a decommissioned part of the gas system for purposes other than the transmission or distribution of gas and may charge a fee for that third party use, provided
  - (i) the third party has entered into a municipal access agreement with the Corporation; and
  - (ii) the Gas Company does not charge a fee for the third party's right of access to the highways.
- (c) Decommissioned parts of the gas system used for purposes other than the transmission or distribution of gas are not subject to the provisions of this Agreement. For decommissioned parts of the gas system used for purposes other than the transmission and distribution of gas, issues such as relocation costs will be governed by the relevant municipal access agreement.

#### 17. **Franchise Handbook**

The Parties acknowledge that operating decisions sometimes require a greater level of detail than that which is appropriately included in this Agreement. The Parties agree to look for guidance on such matters to the Franchise Handbook prepared by the Association of Municipalities of Ontario and the gas utility companies, as may be amended from time to time.

**18. Other Conditions**

None.

**19. Agreement Binding Parties**

This Agreement shall extend to, benefit and bind the parties thereto, their successors and assigns, respectively.

IN WITNESS WHEREOF the parties have executed this Agreement effective from the date written above.

**THE CORPORATION OF THE TOWNSHIP OF RYERSON**

Per:

\_\_\_\_\_  
George Sterling, Mayor

Per:

\_\_\_\_\_  
Brayden Robinson, CAO / Treasurer

**ENBRIDGE GAS INC.**

Per:

\_\_\_\_\_  
Mark Kitchen, Director, Regulatory Affairs

Per:

\_\_\_\_\_  
Nicole Lehto, Director, Eastern and Northern Operations

February 8, 2024

Rural Ontario Municipal Association  
Attn: Board of Directors  
Via email [roma@roma.on.ca](mailto:roma@roma.on.ca)

Ontario Good Roads Association  
Attn: Board of Directors  
Via email [info@goodroads.ca](mailto:info@goodroads.ca)

***Via email***

RE: return to combined ROMA and OGRA conferences

Dear ROMA & OGRA Board of Directors,

During the February 5, 2024 regular meeting of council, council in response to a notice of motion from Deputy Mayor Joel Field the following resolution passed:

MOVED: Bill Clark

SECONDED: Chad Hyatt

WHEREAS as a past attendee of combined conferences, it makes great sense for the OGRA & ROMA conferences to be returned to a combined conference effort, not only financially for the municipality but also for availability for participation of members of Council and staff; and

WHEREAS these conferences afford a vital opportunity for delegations with members of our provincial parliament, returning to a combined conference provides a better respect to their availability and participation; and

WHEREAS during the 2019 OGRA conference AGM a resolution was passed regarding the re-establishment of an annual combined conference for both OGRA & ROMA; and

WHEREAS it is understandable that little movement has happened since the resolution at the 2019 OGRA conference AGM was passed, due to delays of the COVID-19 pandemic; and

WHEREAS not all persons who wish to attend can do so in person, that a hybrid participation option be considered for the sessions;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Petrolia call upon both the ROMA & OGRA boards to re-establish a combined OGRA & ROMA annual conference.

FURTHERMORE that this resolution be forwarded to Premier Doug Ford, Minister Paul Calandra, MPP Bob Bailey and be circulated to Municipalities of Ontario; as amended

**Carried**

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

[www.town.petrolia.on.ca](http://www.town.petrolia.on.ca)



Kind regards,

*Original Signed*

Mandi Pearson  
Clerk/Operations Clerk

cc:

Premier Doug Ford [premier@ontario.ca](mailto:premier@ontario.ca)  
Hon. Paul Calandra [Paul.Calandra@pc.ola.org](mailto:Paul.Calandra@pc.ola.org)  
MPP Bob Bailey, Sarnia-Lambton [bob.bailey@pc.ola.org](mailto:bob.bailey@pc.ola.org)  
Ontario Municipalities

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**From the Office of the Clerk**  
The Corporation of the County of Prince Edward  
T: 613.476.2148 x 1021 | F: 613.476.5727  
[clerks@pecounty.on.ca](mailto:clerks@pecounty.on.ca) | [www.thecounty.ca](http://www.thecounty.ca)

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

**RESOLUTION NO. 2024-46**

**DATE:** January 16, 2024

**MOVED BY:** Councillor Nieman

**SECONDED BY:** Councillor Branderhorst

**WHEREAS** By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

**AND WHEREAS** apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

**AND WHEREAS** fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

**AND WHEREAS** Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

**AND WHEREAS** on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

**AND WHEREAS** no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;



**From the Office of the Clerk**  
The Corporation of the County of Prince Edward  
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**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

**THAT** the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

**THAT** this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

**THAT** this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

**CARRIED**

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown



**JOINT BUILDING COMMITTEE MEETING**  
Minutes  
Thursday, February 15, 2024 at 6:00 p.m.  
Township of Strong Office

---

The Zoom Link to attend the virtual meeting is available on the website;  
<https://calendar.strongtownship.com/meetings>

**Present:** Burk's Falls – John Wilson (in person)  
Joly – Budd Brown (in person)  
Machar – Neil Scarlett (in person)  
Ryerson – Glenn Miller (in person)  
South River – Robert Brooks (virtual)  
Strong – Tim Bryson (virtual - joined at 6:55 pm)  
Sundridge – Justine Leveque (virtual - arrived in person at 6:57 pm)

**Absent:**

**Staff Present:** CBO: Brian Dumas (virtual), Secretary: Kim Dunnnett (in person)

**Guests:** No attendance

**1. Call to Order:**

The Joint Building Committee meeting was called to order at 6:05 p.m. by the Chair Budd Brown.

**2. Declaration of Pecuniary Interest:**

No pecuniary interest was declared.

**3. Approval of Agenda:**

**Resolution # 2024-010**

**Moved by: Neil Scarlett**

**Seconded by: Justine Leveque**

Be it resolved that this committee does hereby approve the Agenda of the regular meeting for February 15, 2024 as presented.

**Carried**

**4. Delegation:**

No requests were submitted.

**5. Adoption of Minutes:**

**Resolution # 2024-011**

**Moved by: Robert Brooks**

**Seconded by: John Wilson**

Be it resolved that this committee does hereby adopt the minutes of the regular meeting of January 18, 2024 as circulated.

**Carried**

**6. Financial Report:**

The Secretary stated the current bank G/L balance.

**Approval of Financials:**

**Resolution # 2024- 012**

**Moved by: Glenn Miller**

**Seconded by: Robert Brooks**

Be it resolved that this committee does hereby approve the following expenses of;

- January 2024           \$26,141.14

and accepts the Financial Report for January 2023.

**Carried**

## JOINT BUILDING COMMITTEE MEETING

### Minutes

Thursday, February 15, 2024 at 6:00 p.m.  
Township of Strong Office

#### 7. JBC Vehicle - Quotes:

The Committee reviewed the quotes as presented and discussed what the future needs of the JBC could be.

##### Resolution # 2024-013

Moved by: Neil Scarlett

Seconded by: John Wilson

Be it resolved that this committee is hereby prepared to offer the 2020 Chevrolet 1500 WT currently operated by the JBC to Strong Township in the amount of \$28,000.00 as is.

*Carried*

#### 8. 2024 JBC Budget:

##### Resolution # 2024-014

Moved by: John Wilson

Seconded by: Justine Leveque

Be it resolved that this committee does hereby recommend the 2024 JBC Budget as presented in the amount of \$397,200.00.

*Carried*

#### 9. CBO Report:

The CBO gave a report on work the staff is undertaking with open permits and the progress with the new website. The CBO presented written proposed changes to the Building By-law and explained the reasons for these changes. The CBO advised the committee on recent case law dealing with old permits and his opinion when dealing with them.

##### Resolution # 2024-015

Moved by: Glenn Miller

Seconded by: Tim Bryson

Be it resolved that this committee does hereby recommend the proposed changes presented by the CBO to be drafted as changes to the Building By-law.

*Carried*

#### 10. Correspondence:

No items received.

#### 11. Closed Session:

No items required.

#### 12. Adjournment:

##### Resolution # 2024-016

Moved by: Glenn Miller

Seconded by: Robert Brooks

Be it resolved that this committee does hereby adjourn at 7:34 p.m. to meet again on March 21, 2024 at 6:00 p.m. or at the call of the Chair.

*Carried*

---

Kim Dunnett, Secretary

---

Budd Brown, Chair



# Heritage Festival 2024

## February 2024 Report

Vendors Market Registrations to date (last year we had 55)	76
Food Vendor Registrations to date (in addition to above vendors)	8
Car Show Registrations to date	23
<b>NEW</b> Tractor Display Registrations to date	1

### Booked:

Reptile Adventure Camp – booked January 24, 2024  
 Allways Antique Photo – booked January 24, 2024  
 Ken the Balloon Guy – booked January 25, 2024  
 Cathy Still – to sing O’Canada  
 Food Services to Date: Agricultural Society, Sugar Nuts Mini Donuts, Big Squeeze  
 Lemonade/Smoothie stand, The Banger, Robby Steed’s Food Truck, J & G’s Food Wagon,  
 Grand North Bison, Muskoka Vending (prepackaged snacks)  
 Live Entertainment – Tina Turley & New Boots and Christina Hutt  
 Portable Washrooms – 5 regular / 1 wheelchair accessible – booked January 26, 2024  
 Inflatables – 52’ obstacle course, bounce combo, generators, dunk tank & two 20 x 20 tents  
 (all inflatables **fully staffed** – still need volunteer for dunk tank fundraiser) – booked  
 January 26, 2024  
 Face Painter – Olivia Richard-Ranta – booked January 26, 2024  
 In-town Shuttle Service – Wilson Transportation – booked January 29, 2024 (funding NOHFC)  
 Horse Drawn Wagon Rides – Armstrong’s Thunder Ridge Farm – booked February 1, 2024

### Completed:

Permission to use Fairgrounds  
 Proof of Insurance provided to Village of Burk’s Falls & Agricultural Society  
 Agricultural Society confirmed handout of free bottled water  
 Welcome Banner for stage received from Vista Print  
 Event registered on Eventbrite.ca

### New this year:

Armstrong’s Thunder Ridge Farm  
 Food Truck - J & G’s Food Wagon, Minden, Ontario- (smoked meats, pickle on stick, peameal,  
 taco in a bag)  
 Grand North Bison, Desbarats, Ontario – Pepperettes / Meat Products  
 Muskoka Vending – prepackaged snacks  
 Fire Trucks to sound off start of Heritage Festival after O’Canada  
 Tractor Display –Jim Percy working with Phil Cumming to organize – placed by poultry barn  
 In town Shuttle Service - pick up/drop off locations would be the Legacy Life Centre by Valu  
 Mart, Home Hardware Parking Lot, Old Bakery By The Bridge Parking Lot, Library and then to  
 Baseball Fields for drop off. To confirm locations still.  
 Entertainment: new performers, Tina Turley & New Boots

## Pending:

Application to NOHFC for funding – Dave Gray assisting – deadline is 16 weeks before event (March 22) – submitted February 5, 2024 – **Council resolution required**  
Jim Percy promoting car show – requesting prize donations  
Bottled water – Quote received from Valu-Mart – to order a skid of water 2 weeks before  
Release of Heritage Festival promo video on Social Media – May 2024  
Wilson Bus Lines for in-town shuttle service – to determine pick up/drop off locations  
In-town shuttle service– get signs created  
Bag signs ordered – pending receipt  
Food Vendor – Bannock Hot Dogs – awaiting formal request  
Poster creations of participating attractions – to promote starting in May  
Kiddie Pool for bottled water  
Office Canon Printer no longer serviceable – may require Vista Print for flyers (NOHFC funding)

## Historical Society Members:

Crowd Favourite Ballot Box Counting (Charlene, Kaiyla, 1 Member)  
Select Heritage Festival Car Show Winner  
Sack Races/Egg Race Games for kids – **prizes** Candy? Ribbons? Toy chest?  
Volunteers to run games (**at least 2 – 3 for all games**)  
Set up games by Historical Society tent or elsewhere?  
Man the dunk tank cash box and game (**1 volunteer**)  
Cash Float for Dunk Tank  
Donation Jars – one has HS Tent, the other at Car Show Judges Tent,  
Second cash box at entrance for donations  
Create programme  
Mystery Box of artifacts? Promote local heritage  
**Order popcorn and bags from Village**  
Determine where want to be placed on the grounds  
Diane: Design event poster & Firefighter Challenge poster

## Roads Dept:

Level Fairgrounds  
Stop Signs/Pilons  
Place bag signs  
Set up Bleachers  
Water field in advance if required

## Firefighter Challenge:

Co-ordinator: Paul Schaefer  
Coin to recognize Retiring Fire Chief Dave McNay – awaiting design by his grandchildren  
No mini challenge this year  
First Aid Station  
Misting Fan / Sprinkler

## Car Show:

Co-ordinator: Jim Percy  
Judges being recruited  
Sponsors: Asylum Hotrods, Tim Barkwell, 705 Blackfly  
Dash plates ordered – January 29, 2024  
Trophies – ordered January 26, 2024  
Participation Certificates – to be printed  
PA System for announcements – Tim Barkwell

## Car Show Donations to date:

Hallmark Tattoos – 1.5 hour tattoo session (\$150 gift certificate)  
MacLang's – to follow up in June  
Armour Township – 10 x \$25 Canadian Tire Gift Cards (points from KCU Account)  
Home Hardware – Bread Maker, Car Cleaning Products, Smart Light  
Northern Nerds – Painting, Camera Bag, T-shirt, Screen Protector, USB Port Hub  
Capstone – 2 x \$50 Petro Canada Gas Cards  
Bear Chair Co. – large fire pit (\$350 value)  
Armour Township - Charcoal BBQ (bonus for purchasing bleachers from Uline)

## Tractor Display:

Co-ordinators: Phil Cumming & Jim Percy  
Tractors to be displayed by the poultry barn field on the fairgrounds

## Vendors Market:

New co-ordinator for 2024 – Danette Blakelock  
Preliminary Design – set up around the fairground track (facing outward – vehicles to be parked behind display or on other side along the track) anticipate over 100 vendors

## Chain Saw Carving:

John Shaw - will not participate – refuses to provide insurance

## Volunteers Needed for the Event:

Dunk Tank Politicians / Staff  
Fairgrounds – Waste/Recycling/Port a Pottie monitoring  
Car Show Registration booth  
Set up  
Clean up  
Landfill run at end of event  
Front gates  
Games  
Agricultural Society Food Booth

## Dunk Tank:

Kaiyla Hoffmann – Building Administrator  
Larry Bandi – Chief Building Official



# **Chief Administrative Officer's Report**

*February 2024*

## Mission Statement

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

## **NOSDA Chair's Meeting**

On Jan. 10<sup>th</sup>, myself and Board Chair Rick Zanussi attended a NOSDA Chair's meeting where the topic of the Federal "Reaching Home" Funding reductions was discussed. We have not been a recipient of this funding allotment, however we as a Board will be discussing our support of our NOSDA partners in their ask for this reduction of 57% to be reversed.

## **Hazard Identification and Risk Assessment (HIRA) Session**

On Jan. 12<sup>th</sup> I attend a Hazard Identification and Risk Assessment or HIRA session to support the Municipality of Magnetawan who are modernizing their emergency management program. The first phase of this project is well underway, and the purpose of HIRA is to assess the potential risk of hazards with the capacity to cause an emergency or disaster. This process helps to set priorities for prevention, mitigation, preparedness, response, and recovery efforts.

## **2024 Rural Ontario Municipal Association (ROMA) Annual Conference**

I had the privilege to participate in the 2024 Rural Ontario Municipal Association (ROMA) Annual Conference, January 21<sup>st</sup> to 23<sup>rd</sup> at the Sheraton Centre Toronto Hotel. Rural municipalities are facing unprecedented challenges related to homelessness, access to primary health care and attainable housing. More than 1,600 participants from as many as 300 municipalities, as well as organizations across Ontario, participated in this conference.

The conference theme, "Closer to Home" specifically reflects ROMA's recent focus on improving rural access to primary health care. The event featured dozens of speakers, sessions and workshops that reflect the broad scope of rural municipal responsibilities. Keynote presenters included:

- Hon. Doug Ford, Premier of Ontario
- Hon. Paul Calandra, Ontario's Minister of Municipal Affairs and Housing
- Hon. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs
- Hon. Kinga Surma, Minister of Infrastructure
- Marit Stiles, Leader of the Ontario NDP and Official Opposition
- Bonnie Crombie, Leader, Ontario Liberal Party
- Mike Schreiner, Leader of the Green Party of Ontario
- Robin Jones, ROMA Chair
- Colin Best, AMO President

I participated in nine delegations to various ministries with NOSDA . We were received very well by all ministers and representatives and look forward to their responses.



**Caroline Mulroney** @C\_Mulroney · 1m

Thank you to AFMO, NOSDA & @TIAOtweets for meeting with me during #ROMA2024, we discussed the importance of Francophone tourism to Northern Ontario's economy & safeguarding essential French-language service delivery for all ages across Ontario, including in rural & remote areas.



**Michael Parsa** @MichaelParsa

Follow

It was a pleasure to meet with @NOSDA2 today at @ROMA\_Ont to discuss ways that we can work together to continue improving social assistance delivery for everyone in rural Ontario.

Thank you for sharing your insights.

#ROMA2024



## Town of Parry Sound Official Plan Visioning Session

On January 30<sup>th</sup>, we attended a Visioning Workshop hosted by the Town of Parry Sound at the Bobby Orr Community Centre, as they undertake an update to their Official Plan with the help of MHBC planning. Identified as a key community member, the DSSAB was invited to attend and provide input into this important initiative. This event was well attended, and providing for thought provoking and engaging conversations in a workshop format. The town is inviting feedback from the community through a visioning questionnaire found [here](#) until **Friday February 9<sup>th</sup>, 2024**. For more information on the Official Plan Review and to keep up to date with updates and opportunities to get involved, please visit the Official Plan Review [webpage](#).

## Ontario Health Team

On January 26<sup>th</sup>, we were pleased to be present at the Charles W. Stockey centre in Parry Sound where Deputy Premier and Minister of Health, Sylvia Jones, announced the approval of the West Parry Sound Ontario Health Team. Since June of 2018, when the Ministry of Health announced its intention to restructure how health care is organized and delivered across the province, local partners have been working to ensure that West Parry Sound has an official voice at the table. Becoming one of 58 localized health organizations tasked with better integration of local services will provide the WPS OHT partners with opportunities to champion the unique challenges of the area and to build local solutions, based on the real-time needs of West Parry Sound. As an organization that depends on integration and partnerships, we are proud to be a partner in the creation of the new West Parry Sound Ontario Health Team. This will mean further advancement of partnerships, with greater financial resources from the province, which will broaden the scope of collaboration between health and human service providers. Together, we will continue to work towards better outcomes for those we serve.



## Facebook Pages

A friendly reminder to follow our Facebook pages!



- ◆ [District of Parry Sound Social Services Administration Board](#)
- ◆ [Esprit Place Family Resource Centre](#)
- ◆ [EarlyON Child and Family Centres in the District of Parry Sound](#)
- ◆ [The Meadow View](#)

## Social Media

### Facebook Stats

<b>District of Parry Sound Social Services Administration Board</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>	<b>NOV 2023</b>	<b>DEC 2023</b>
Total Page Followers	478	490	500	513	521	530
Post Reach this Period (# of people who saw post)	4,010	2,249	4,112	2,667	4,324	2,441
Post Engagement this Period (# of reactions, comments, shares)	692	234	428	287	305	289

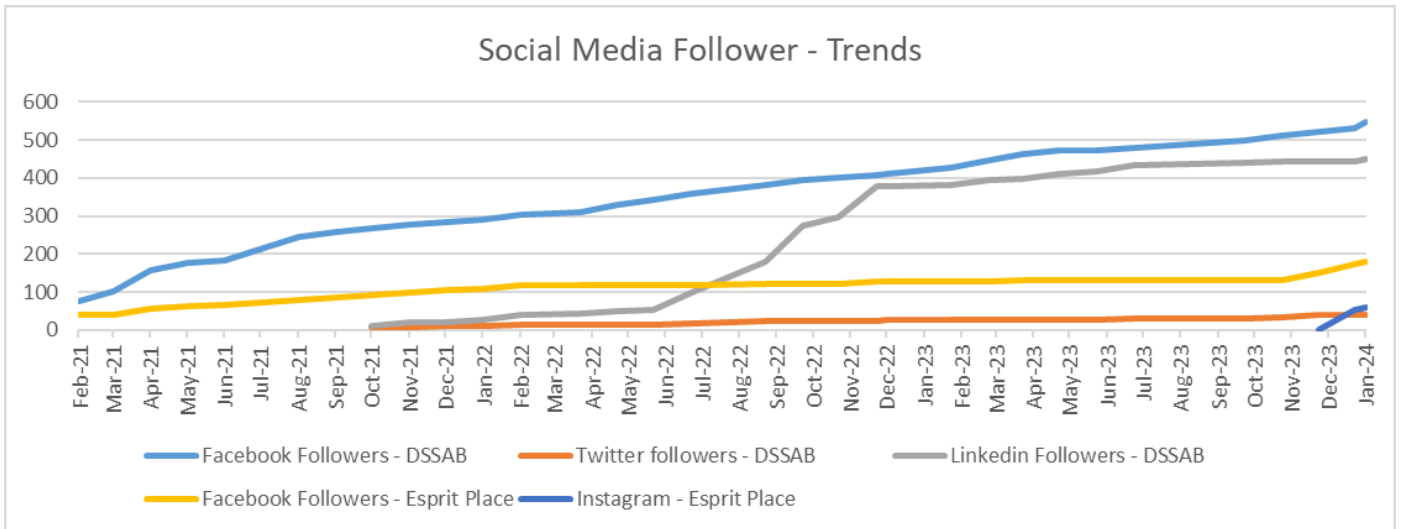
<b>Esprit Place Family Resource Centre</b>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>	<b>NOV 2023</b>	<b>DEC 2023</b>
Total Page Followers	131	132	133	133	151	175
Post Reach this Period (# of people who saw post)	203	62	55	92	5,743	1,610
Post Engagement this Period (# of reactions, comments, shares)	2	1	2	16	624	292

<b>DSSAB Twitter Stats</b> <a href="https://twitter.com/psdssab">https://twitter.com/psdssab</a>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>	<b>NOV 2023</b>	<b>DEC 2023</b>
Total Tweets	10	N/A	19	11	8	4
Total Impressions	301	56	229	206	167	77
Total Followers	30	31	32	34	40	42

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>JUNE 2023</b>	<b>AUG 2023</b>	<b>SEPT 2023</b>	<b>OCT 2023</b>	<b>NOV 2023</b>	<b>DEC 2023</b>
Total Followers	434	437	441	444	444	444
Search Appearances (in last 7 days)	281	185	115	49	52	25
Total Page Views	56	33	22	49	48	30
Post Impressions	786	182	558	1,036	570	368
Total Unique Visitors	25	19	14	22	18	16



<b>NEW! Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>NOV</b>	<b>DEC</b>
	<b>2023</b>	<b>2023</b>
<b>Total Followers</b>	0	55
<b># of posts</b>	0	18



## Licensed Child Care Programs

### Total Children Utilizing Directly Operated Child Care in the District December 2023

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeeek ELCC	HCCP	Total
Infant (0-18M)	2	3	3	1	19	28
Toddler (18-30M)	10	7	12	21	24	74
Preschool (30M-4Y)	17	17	20	29	53	136
# of Active Children	29	27	35	51	96	238

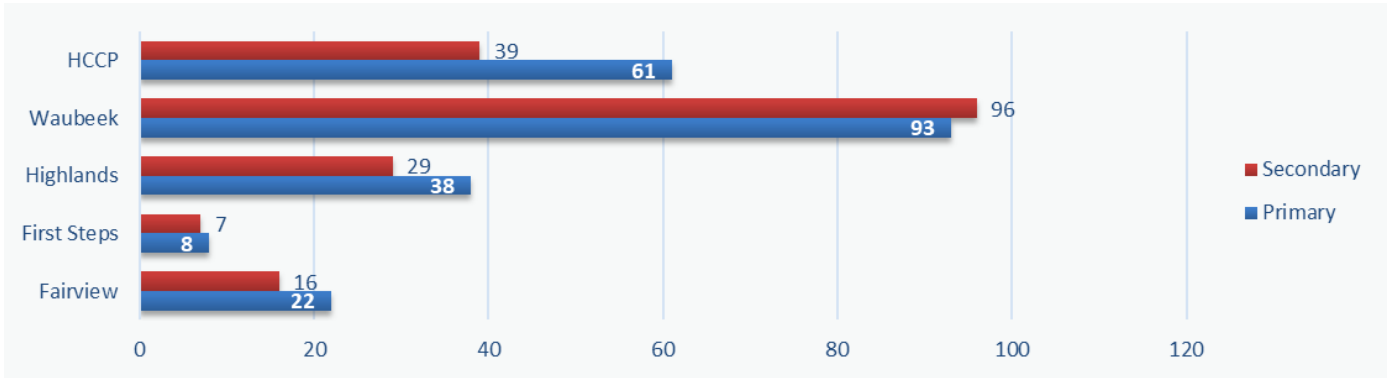
Fairview, First Steps, and Waubeeek Early Learning and Child Care Centres are at their operating capacity and Highlands has reached their licensed capacity to try and accommodate as many families off the waitlist as possible.

## School Age Programs

### December 2023

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	26	6	3
Mapleridge Before School	11	0	0
Sundridge Centennial After School	13	0	0
Home Child Care	37	10	1
# of Active Children	87	26	4

**Directly Operated Child Care Waitlist by Program  
December 2023**



The blue bar indicates the current number of children needing care now that cannot be accommodated. The red bar shows the number of children that will be needing care in future months. The greatest need for spaces remains consistent across the west side of the district and the southeast corner, namely Emsdale, Kearney, Sprucedale, and Novar communities.

**Inclusion Support Services  
December 2023**

Age Group	EarlyON	Licensed	Monthly	YTD Total	Waitlist	New	Discharges
Infant	0	0	0	0	0	1	0
Toddler (18-30M)	0	10	10	21	1	1	0
Preschool (30M-4Y)	6	32	38	67	4	3	0
School Age (4Y+)	4	13	17	49	1	0	0
Monthly Total	10	55	65	-	6	5	0
YTD Total	12	80	-	137	46	46	32

## EarlyON Child and Family Programs December 2023

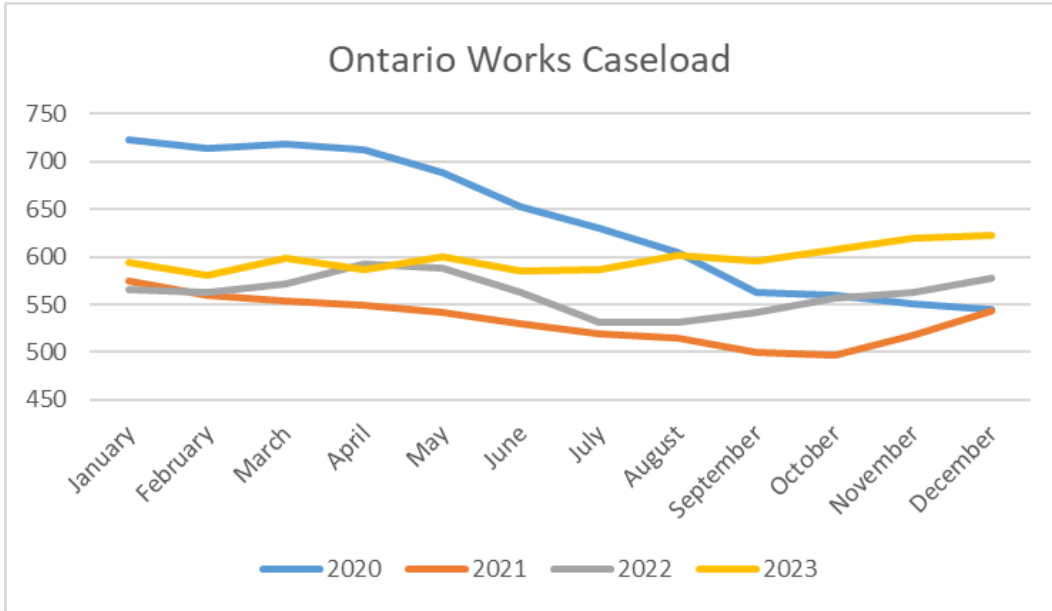
Activity	December	YTD
Number of Children Attending	711	18,866
Number of New Children Attending	25	601
Number of Adults Attending	523	6,893
Number of Virtual Programming Events	3	52
Number of Engagements through Social Media	146	7,181
Number of Views through Social Media	4,323	104,035

The EarlyON Child and Family Centres have had great success this past year as shown by the Year-to-Date totals. Over 18,000 children and over 6,000 adults have visited the programs! In addition, we have surpassed our goal of 100,000 views on the EarlyON Facebook page!

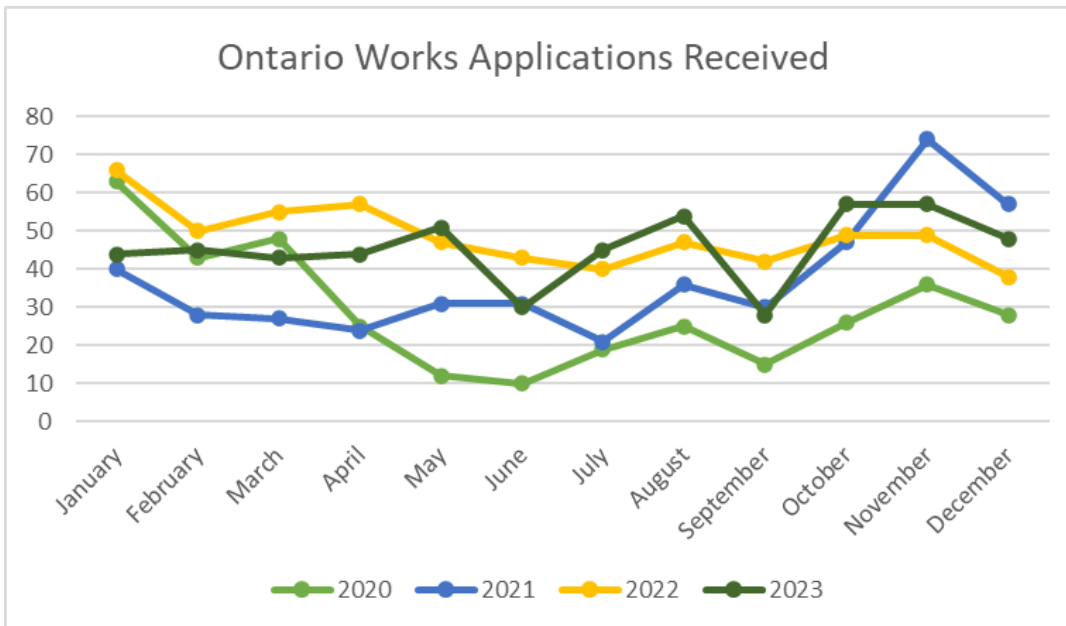
## Funding Sources for District Wide Childcare Spaces December 2023

Active	# of Children	# of Families	Funding Source - New	# of Children	# of Families
CWELCC*	75	74	CWELCC	1	1
CWELCC Full Fee	203	199	CWELCC Full Fee	1	1
Extended Day Fee Subsidy	1	1	Fee Subsidy	1	1
Fee Subsidy	38	27	Ontario Works	0	0
Full Fee	20	19	<b>Total</b>	<b>3</b>	<b>3</b>
Ontario Works	12	9			
<b>Total</b>	<b>349</b>	<b>329</b>			

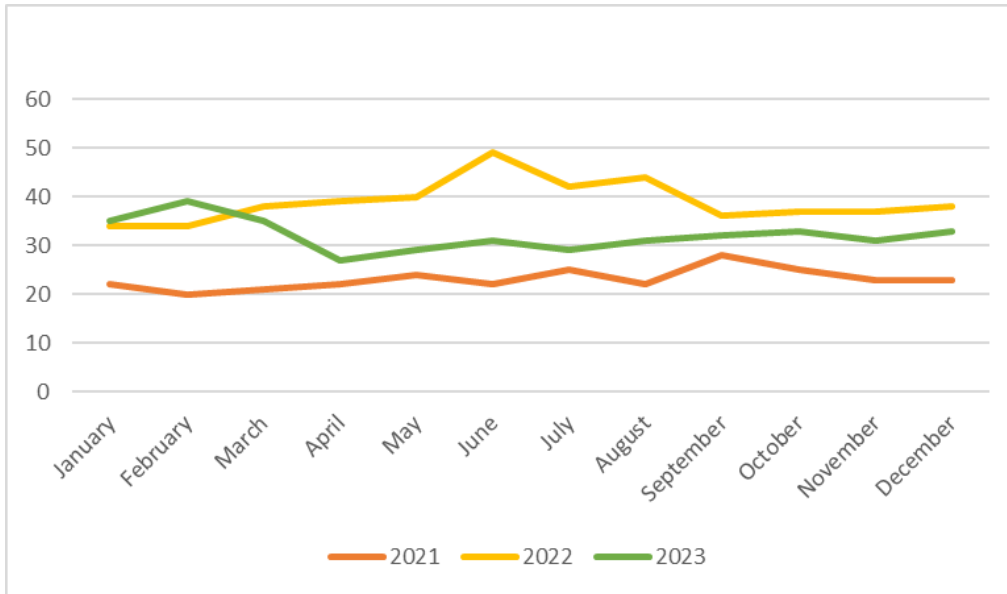
\* CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6



**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received**

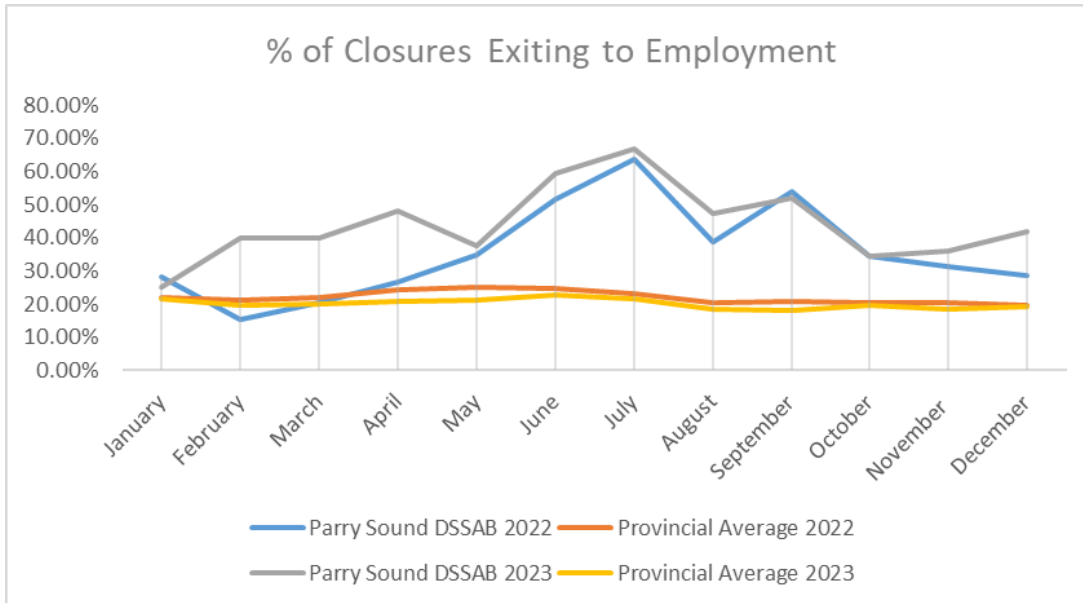


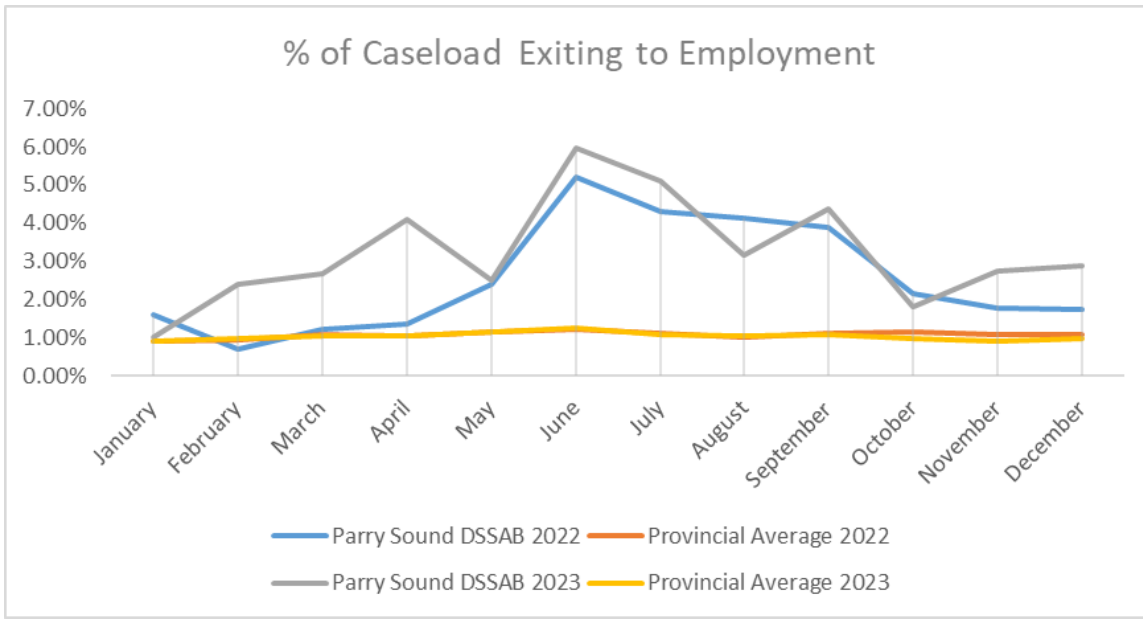
### ODSP Participants in Ontario Works Employment Assistance



The OW Caseload as of the end of December is **622**. The number continues its slow upward climb we have seen month over month in 2023. We are supporting **33** ODSP participants in our Employment Assistance program. We also have **55** Temporary Care Assistance cases. Intake was steady month over month. We had **48** Ontario Works Applications (43 of those online through SADA) in the month of December.

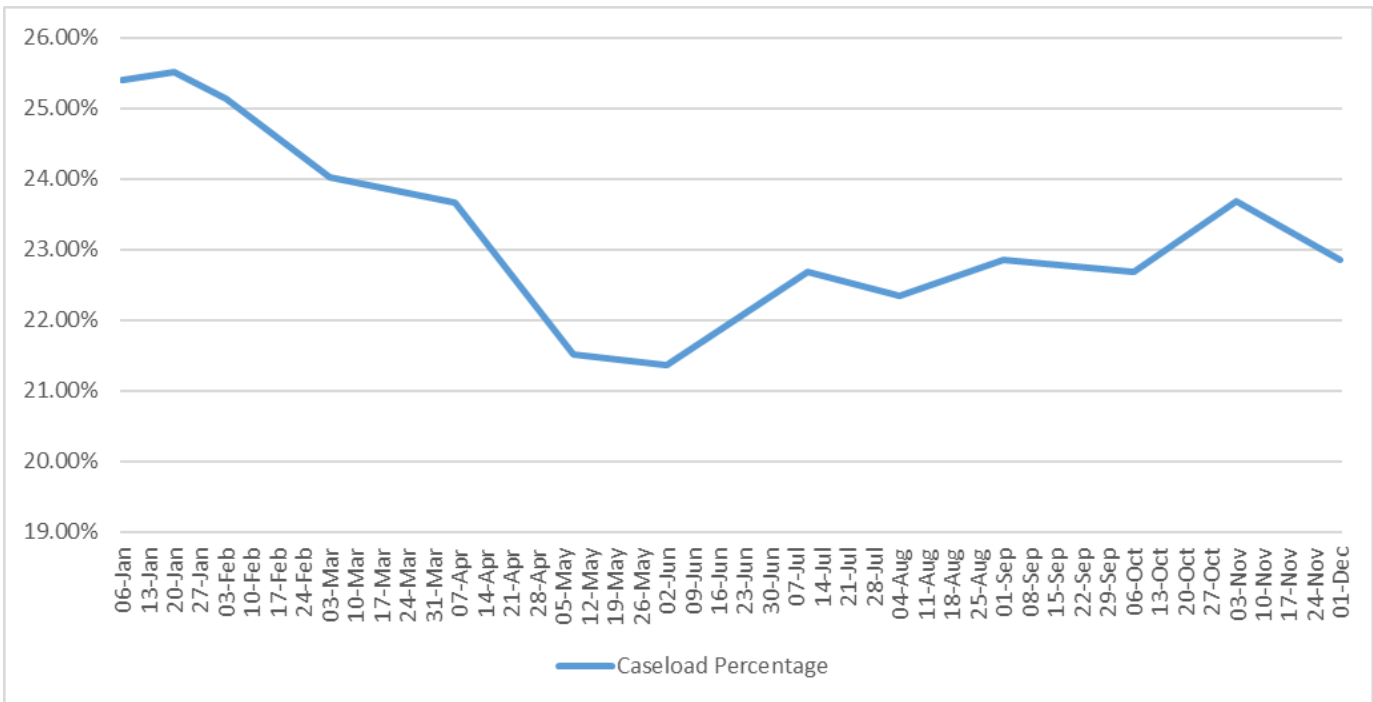
### Employment Assistance & Performance Outcomes



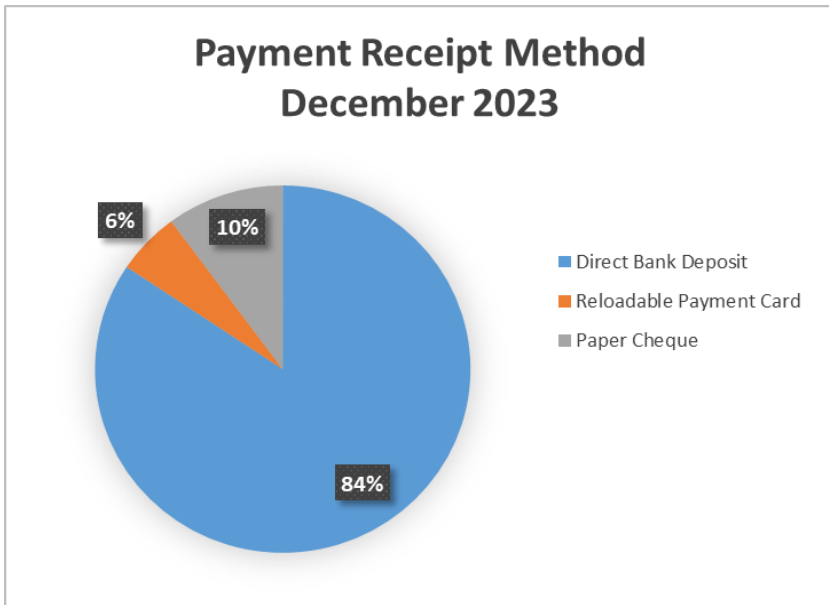


Our Employment Outcomes performance in December have exceeded last years performance and continues to be well above the provincial average and our target range. These are great results considering the early start to the winter in our area and the declining job postings according to the Labour Market Group. Additionally, we also exited 6.9% of the caseload for any reason in December.

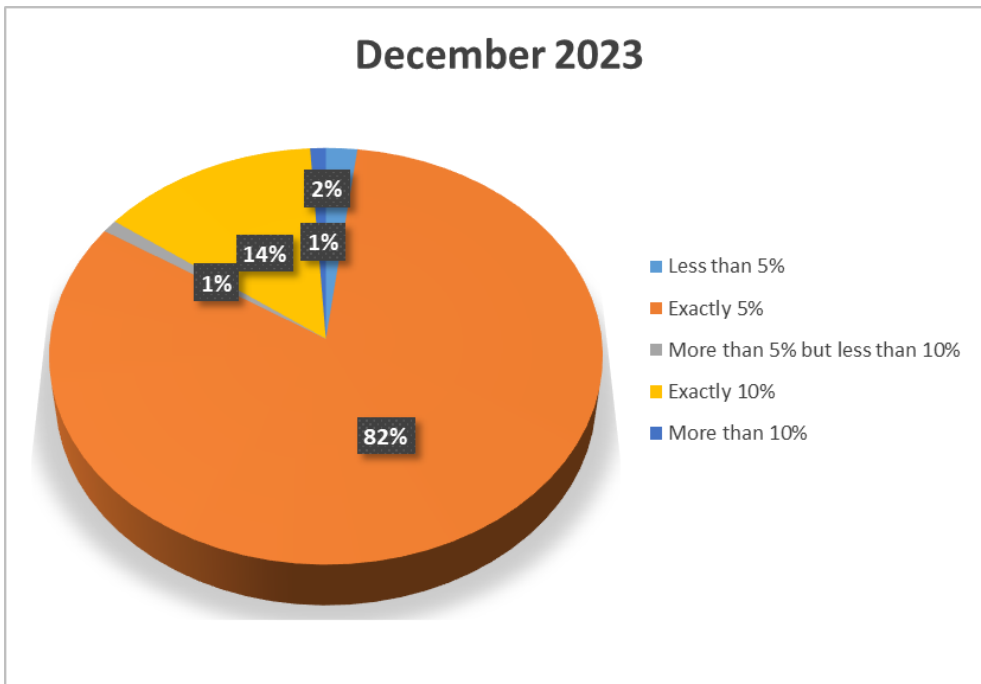
### MyBenefits Enrollment 2023



### DBD Enrollment



### Overpayment Recovery Rate







West Parry Sound Health Centre  
Rural Nurse Practitioner-Led Clinic



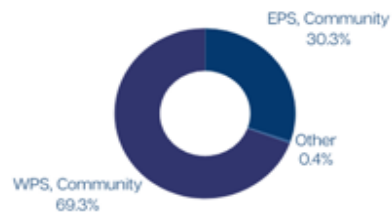
Referral Source



Client Gender



Location of Encounter



Referral Out

CMHA 9	RAAM 3	PSFHT 2	Min Attorney General 1	NNDSB 1
	SJB 5	NPLC 2	Home & Community Care 2	Legal Aid 3
			The Friends 1	Esprit Place 1
		Salvation Army 1	Addiction Tx 3	
		Harvest Share 1	Housing Stability - VAW 1	

Encounter Data for 2023-2024 Q3 (Oct-Dec)

## Housing Stability Program - Community Relations Workers

### Support

All services performed, provided, or arranged by the Homelessness Stability Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Stability Program, periodically within the month, not requiring intense case management.

December 2023 Income Source	East	West
Senior	12	14
ODSP	10	28
Ontario Works	4	17
Low Income	22	33

### Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain, and sustain housing stability.

December 2023 Income Source	East	West
Senior	13	19
ODSP	4	14
Ontario Works	8	15
Low Income	9	54

### Contact/Referrals

December 2023	East	West	YTD
Homeless	0	3	81
At Risk	2	1	110
Esprit Outreach Homeless	0	0	6
Esprit Outreach at Risk	1	1	12
Esprit in Shelter	2		24
Program Total	191		

### Short Term Housing Allowance

	Active	YTD
December 2023	4	44

### Housing Stability: Household Income Sources and Issuance from HPP:

December 2023 Income Source	Total	HPP
Senior	4	\$1,682.21
ODSP	10	\$3,423.52
Ontario Works	3	\$3,276.62
Low Income	4	\$2,125.61

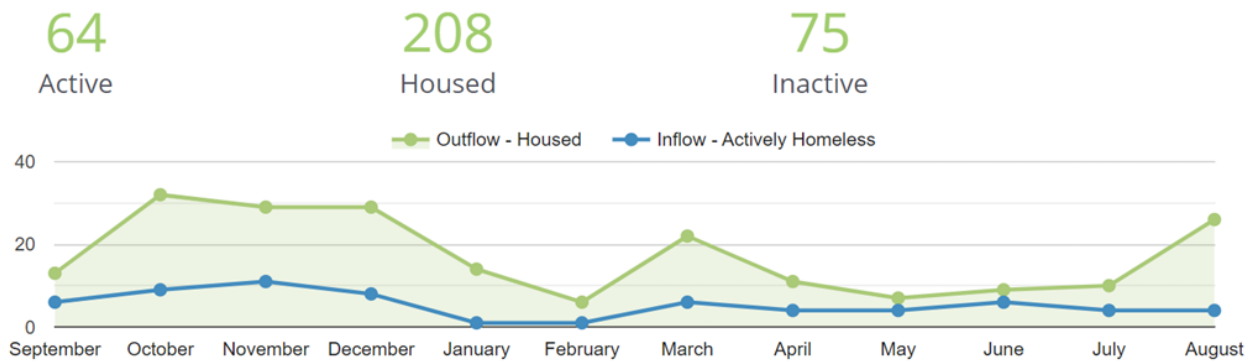
December 2023 Reason for Issue	Total
Utilities/Firewood	\$400.00
Transportation	\$1,037.91
Food/Household/Misc	\$7,798.83
Emergency Housing	\$1,271.22
Total	\$10,507.96

**Ontario Works: Household Income Sources and Issuance from HPP**

December 2023 Income Source	Total	HPP
Senior	1	\$941.29
ODSP	4	\$2,178.11
Ontario Works	10	\$7,309.98
Low Income	8	\$5,260.60

December 2023 Reason for Issue	Total
Rental Arrears	\$2,219.00
Utilities/Firewood	\$4,885.81
Food/Household/Misc.	\$8,370.47
Emergency Housing	\$214.70
<b>Total</b>	<b>\$15,689.98</b>

**By-Name List Data  
September 2021– December 2023**



## Housing Programs

### Social Housing Centralized Waitlist Report December 2023

	East Parry Sound	West Parry Sound	Total
Seniors	48	125	173
Families	131	443	574
Individuals	506	200	706
Total	685	768	1,453
Total Waitlist Unduplicated			466

### Social Housing Centralized Waitlist (CWL) 2022 - 2023 Comparison Applications and Households Housing from the CWL

Month 2022	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5			1		Jan	5	1	13		
Feb	9	1	2			Feb	5	1	10		
Mar	12		5	2	1	Mar	6		35		
Apr	12	1	1			Apr	11		17	6	
May	11	1		3		May	13	2	9	2	
June	15		3	2		June	9	1	2	1	
July	13	2	10	1		July	5	1	5	1	
Aug	5		17	2	1	Aug	14	1	3	1	
Sept	16		10	1	1	Sept	12		4		
Oct	14		12	6		Oct	8	1	1	4	2
Nov	12	1	8	3		Nov	12		3		
Dec	1			5		Dec	1		2	3	3
Total	125	6	68	26	3	Total	101	8	104	18	5

SPP = Special Priority Applicant

- Housing Programs added only one new application to the centralized waitlist in the month of December
- Two applications were cancelled:
  - ◊ one was cancelled as the applicant has now entered long term care
  - ◊ one was cancelled as the applicant is deceased
- All three housed applicants in December held special priority placement on the waitlist

## **Parry Sound District Housing Corporation December 2023**

### Activity for Tenant and Maintenance Services

	<b>Current</b>	<b>YTD</b>
Move outs	2	35
Move in	4	36
L1/L2 forms	0	8
N4 - notice of eviction for non payment of rent	2	11
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	13
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	1	2
Repayment agreements	0	65
No Trespass Order	0	1
Tenant Home Visits	19	224
Mediation/Negotiation/Referrals	9	194
Tenant Engagements/Education	4	99

**Property Maintenance  
December 2023**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 8 units have been treated
Vacant Units	15	one-bedroom (10); multiple bedroom (5) (not inclusive of The Meadow View)
Vacant Units - The Meadow View	8	one-bedroom market units available
After Hours Calls	9	Smoke detector defect, water running in vacant unit, hot water tank repairs, furnace trouble, OPP wellness check, toilet not flushing 4 staff participate in the on-call phone tree system
Work Orders	121	Created for maintenance work, and related materials for the month of December
Fire Inspections		Annual inspections were done for 5 apartment buildings, sprinkler inspection complete for 1 building

**Capital Projects  
December 2023**

- Architectural and structural inspections are currently underway for the planning phase of the Esprit Renovation project
- Painting and flooring replacement underway for Beechwood Office
- Software upgrade for Housing Operations continues
- Water pipe replacement investigation underway

**Duplex Project Update**

South River: Work on hot water tanks ongoing at the time of the review. Flooring complete in all units. The stair nosing installed. Railings to upper level outstanding. Doors are installed and painted. Millwork installation has commenced. Range hoods installed. A small portion of drywall / painting in main level bedrooms complete. Area to be primed & painted. Occupancy timeline is on track for February 1<sup>st</sup>, 2024.

Burks Falls: Priming was ongoing at the time of the review. Exterior railing outstanding. Dryer vent goose-necks and new hose bib have been installed. Dust from brick removal on new soffit to be cleaned. Contractor to confirm reason for break in eavestrough at the rear of the building, Occupancy timeline is on track for March 2024.

## Esprit Place Family Resource Centre December 2023

Emergency Shelter Services	December 2023	YTD
Number of women who stayed in shelter this month	9	120
Number of children who stayed in the shelter this month	3	49
Number of hours of direct service to women (shelter and counselling)	137	1,950
Number of days at capacity	1	86
Number of days over capacity	0	92
Overall capacity %	75%	84%
Resident bed nights (women & children)	233	2,857
Phone interactions (crisis/support)	32	309

Transitional Support	December 2023	YTD
Number of women served this month	22	159
Number of NEW women registered in the program	3	34
Number of public ed/groups offered	0	3

Child Witness Program	December 2023	YTD
Number of children/women served this month	28	216
Number of NEW clients (mothers and children) registered in the program	0	45
Number of public ed/groups offered	0	7



## **Walk-in Only X-ray Service Resumes at MAHC**

*(Thursday, February 22, 2024, Muskoka, ON)* – Muskoka Algonquin Healthcare (MAHC) is resuming walk-in only service for outpatient general X-ray services to improve access and flexibility for both patients and referring healthcare providers.

X-rays, like most medical exams or tests, require a referral and requisition from an ordering healthcare provider, generally doctors and nurse practitioners. Referring providers send an electronic requisition directly to the hospital and/or give a hard copy of the requisition to the patient to bring to their X-ray exam.

Walk-in visits are not pre booked. Through a walk-in only service patients who have been referred to have an outpatient X-ray will arrive at any of the three X-ray locations operated by MAHC without a booked appointment. Patients will be seen in order of arrival. Please note there could be delays in accommodating the X-ray if the healthcare provider has not completed all required parts of the requisition.

Walk-in practice was stopped in 2020 to meet patient safety requirements during a time of great uncertainty during early days of the COVID-19 pandemic.

“We are pleased to resume walk-in only X-ray services, and will no longer schedule X-ray appointments with patients. Resuming the walk-in practice means a patient can direct their own care more efficiently,” says Cheryl Harrison, President and CEO. “For example, a patient could leave their healthcare provider’s office with a completed requisition sent electronically to the hospital or in hand hard copy and go straight to one of our locations for the X-ray the same day.”

Walk-in X-ray services are available Monday to Friday from 8 a.m. to 4:30 p.m. at the Huntsville District Memorial Hospital site and the South Muskoka Memorial Hospital site.

Walk-in X-ray services are also available at the Almaguin Highlands Health Centre in Burk’s Falls on Mondays, Tuesdays, and Thursdays from 8:30 a.m. to 4 p.m.

-30-

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

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

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