

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR MEETING AGENDA

December 10, 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:

1.2 Announcement: This meeting is being recorded

1.3 Motion to adopt the agenda as presented. **(R)**

2. ADOPTION OF MINUTES:

2.1 Adoption of minutes from the public meeting on November 12, 2024, and the regular meeting on November 26, 2024 **(R)**

3. DECLARATION OF PECUNIARY INTEREST:

4. DELEGATIONS AND PRESENTATIONS:

4.1 Tiffany Cecchetto KPMG: Auditor Presentation. **(R)**

4.2 Chris Bevan Kennedy Insurance: Insurance Policy Renewals. **(R)**

5. REPORTS:

5.1 **CLERK:** Clerk Report on Joint Building Committee (JBC), Permit Maintenance Fees **(R)**

6. COMMUNICATION ITEMS:

General Correspondence:

- October Historical Society Minutes.
- Library Board September Minutes.
- Almaguin Community Economic Development October Minutes.
- Director of Economic Development November Report.
- Regional Economic Development 2025 Budget.
- Joint Building Committee Annual Permit Summary.
- Joint Building Committee (JBC) November Minutes.
- Almaguin Highlands Chamber of Commerce, December Newsletter.
- Almaguin Community Economic Development Signage Plan 2024.

7. CLOSED MEETING (if required and scheduled)

7.1 Resolution to move to a closed meeting 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. **(R)**

8. RETURN TO OPEN MEETING

8.1 JBC Resolution #2024-043 **(R)**

9. CONFIRMING BY-LAW:

9.1 To Confirm meetings of Council. **(R)**

10. IMPORTANT DATES:

- 2025 01 14 Regular Meeting 6:00 p.m.
- 2025 01 19-21 ROMA Conference

11. ADJOURNMENT: **(R)**

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: December 10, 2024 AT 6:00 P.M.

Item # 1.3 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the December 10, 2024, agenda as circulated.

Item # 2.1 on Agenda Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that the minutes from the public meeting on November 12, 2024 and the regular meeting on November 26, 2024 be adopted as circulated.

Item # 4.1 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that Council of the Corporation of the Township of Ryerson accept the Township of Ryerson Consolidated Financial Statements for 2023 and the 2023 Burks Falls and District Fire Department Financial Statements, and the 2023 Trust Fund Statements.

Item # 4.2 on Agenda Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council accept the quotation for the 2025 Insurance renewal in the amount of \$_____ plus applicable taxes, from Kennedy Insurance.

Item # 5.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council support resolution # 2024-042 from the Joint Building Committee that any outstanding building permit maintenance fees after 6 months be added to the tax roll, including monthly interest charges. The municipality will retain \$50.00/year per permit admin fee and the remainder will be submitted to the JBC once collected.

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

Be it resolved that we move to a closed meeting at _____ p.m., 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 Joint Building Committee staffing matters.

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

Be it resolved that Ryerson Township Council support the Joint Building Committees resolution 2024-043 to offer Yves Savage a DCBO position effective January 1, 2025 as per the wages discussed by the JBC.

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 10th day of December 2024.

Item # 11 on Agenda Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at _____. The next regular meeting January 14, 2025 at 6:00 p.m.

**CORPORATION OF THE TOWNSHIP OF RYERSON
COMMITTEE OF ADJUSTMENT**

MINUTES

PUBLIC MEETING

MINOR VARIANCE – Michael & Barbara Shelley

1656 Peggs Mountain Road, Burk’s Falls, ON P0A 1C0

November 12, 2024

Ryerson Township Committee of Adjustment held a public meeting Tuesday November 12, 2024 at 5:45 p.m., at the municipal office, to hear application A03/24 for a Minor Variance made by Michael & Barbara Shelley.

Committee members present: George Sterling, Beverly Abbott, Dan Robinson, Glenn Miller and Delynne Patterson.

Staff Present: Nancy Field, Clerk and Brayden Robinson, CAO/Treasurer.

Public in attendance in person or electronically: N/A

Declarations of conflict of interest: None declared.

The purpose of the application was to seek relief from the Zoning By-law #56-14, Section 3.1.10 – Garages or Other Accessory Buildings or Structures, to permit a garage in the front yard, whereas the Zoning By-law requires accessory buildings or structures to be located in the side or rear yard.

Notice of this public meeting was given by prepaid first class mail on October 30, 2024 to every owner of land within 60 meters of the above noted property, the Secretary of the Southeast Parry Sound District Planning Board, the property owner and notice was posted on the property.

No written submissions were received.

The Committee of Adjustment decided to grant the minor variance as per the reasons noted on the Notice of Decision.

The meeting adjourned at 5:53 p.m.

MAYOR

CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

November 26, 2024 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **November 26, 2024** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

1. CALL TO ORDER

Mayor George Sterling called the meeting to order at 6:00 p.m.

Attendance was announced, and it was noted that the meeting is being recorded.

Council members attending in person or electronically: Mayor Sterling, Councillors: Abbott, Miller, Patterson and Robertson.

Staff in attendance: Nancy Field and Brayden Robinson.

Public attending in person or electronically: Nieves Guijarro and Roman Kaczynski.

Notice of this meeting was posted on the website.

2. ADOPTION OF AGENDA

R- 169 - 24 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council adopt the November 26, 2024 agenda as circulated.

(Carried)

3. ADOPTION OF MINUTES

R- 170 - 24 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that the minutes from the regular meeting on November 12, 2024, be adopted as circulated.

(Carried)

4. DECLARATION OF PECUNIARY INTEREST: None noted.

5. REPORTS:

PUBLIC WORKS: Fred provided council with an October and November roads report. A report was also provided regarding declaring a nuisance beaver dam on a property in Ryerson. Questions were asked and answered. Resolution noted below.

R- 171 - 24 Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council declare the beave dam located at 1382 Nipissing Road South a Nuisance Beaver Dam as per the definition under Section 2 (c) of the Nuisance Beaver Dam By-law 48-24.

(Carried)

CAO/TREASURER: Brayden provided council with a draft capital budget plan. Questions were asked and answered. The shared By-law Enforcement Officers agreement with Armour Township was provided to council. Resolution noted below.

R- 172 - 24 Moved by Councillor Abbott, Seconded by Councillor Miller,

Be resolved that leave be given to introduce a Bill # 55-24, being a By-law to Renew the Agreement for the Services of By-law Enforcement Officers with the Township of Armour and further; That By-law # 55-24 be read a First, Second and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 26th day of November 2024.

(Carried)

COUNCIL REPORTS:

Councillor Patterson provided Council with an update on the Almaguin Highlands Health Council.

6. COMMUNICATION ITEMS

R- 173 - 24 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council approve the issuance of 45 free garbage bags, for 2025, to property owners with residences/cottages/licensed trailers on their properties and tenants within the Township of Ryerson. No free garbage bags shall be issued to property owners of Commercial/Industrial operations.

(Carried)

R- 174 - 24 Moved by Councillor Miller, Seconded by Councillor Patterson,

Whereas, due to higher earnings potential in private practice, the North Bay Parry Sount District Health Unit (Health Unit) faces difficulties in recruiting dentists, as the compensation packages offered in public health are less competitive than those in private practice; and

Whereas, the demand for basic dental services in the district is very high. Despite its relatively small size, the Health Unit offers one of the larger Oral Health programs among health units in Ontario. This includes the highly-utilized Ontario Seniors Dental Care Program (provincially mandated) and provision of a Low-Income Adult Dental Program (not mandated but based on local need) contributing to the large size of the Oral Health Program in addition to the Healthy Smiles Ontario program (mandated for low-income children and youth); and

Whereas, it is not yet known how or if the Federal dental program will impact the need and level of service in local communities; and

Whereas, equity-seeking populations tend to have complex dental, social and logistical needs, which require more intensive clinical and administrative resources. These challenges drive up the cost of oral care provision, dissuading private practitioners from accepting equity-seeking clients; and

Whereas, there is no central coordination of dental services across the province to ensure that the oral health workforce matches need, and that remuneration models and rates encourage equitable access to basic care across Ontario; and

Be it resolved that Ryerson Township Council supports the North Bay Parry Sound Health Unit resolution #BOH/2024/09/04 regarding the current funding model for Oral Health Services.

(Carried)

General Information Items Received:

- Council received the Almaguin Highlands Health Council November meeting minutes.
- Council received the Regional Fire Services Committee (RFSC) November meeting agenda
- Council received the Southeast Almaguin Highlands Regional Fire Services Committee August meeting minutes.

7. **CONFIRMING BY-LAW**

R- 175 -24 Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # 56-24, being a By-law to confirm the meetings of Council and further; That By-Law #56-24 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 26th day of November 2024.

(Carried)

10. **ADJOURNMENT:**

R- 176 -24 Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that we do now adjourn at 7:06 p.m. The next regular meeting is December 10, 2024, at 6:00 p.m.

(Carried)

MAYOR

CLERK



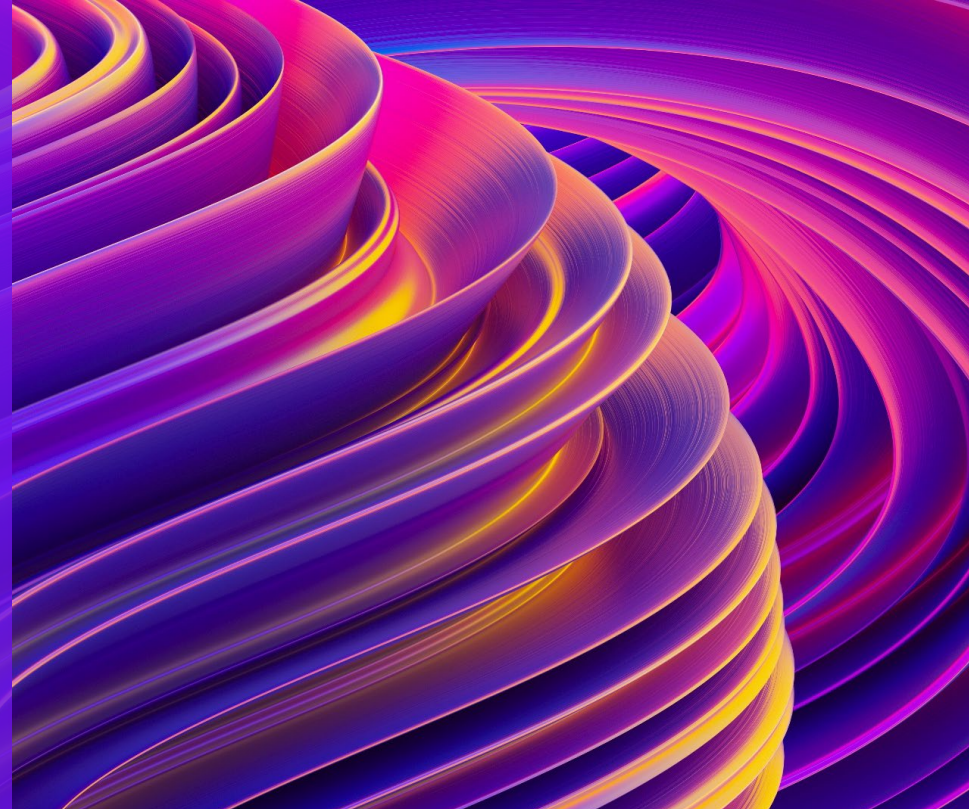
Township of Ryerson

**Combined Audit Planning and Findings
Report for the year ended
December 31, 2023**

KPMG LLP

Prepared as of December 2, 2024 for presentation to Council on
December 10, 2024

kpmg.ca/audit



KPMG contacts

Key contacts in connection with this engagement



Tiffany Cecchetto, CPA, CA

Lead Audit Engagement Partner

705-669-2520

tcecchetto@kpmg.ca



Sara Lingenfelter, CPA, CA

Senior Manager

705-497-5387

slingenfelter@kpmg.ca

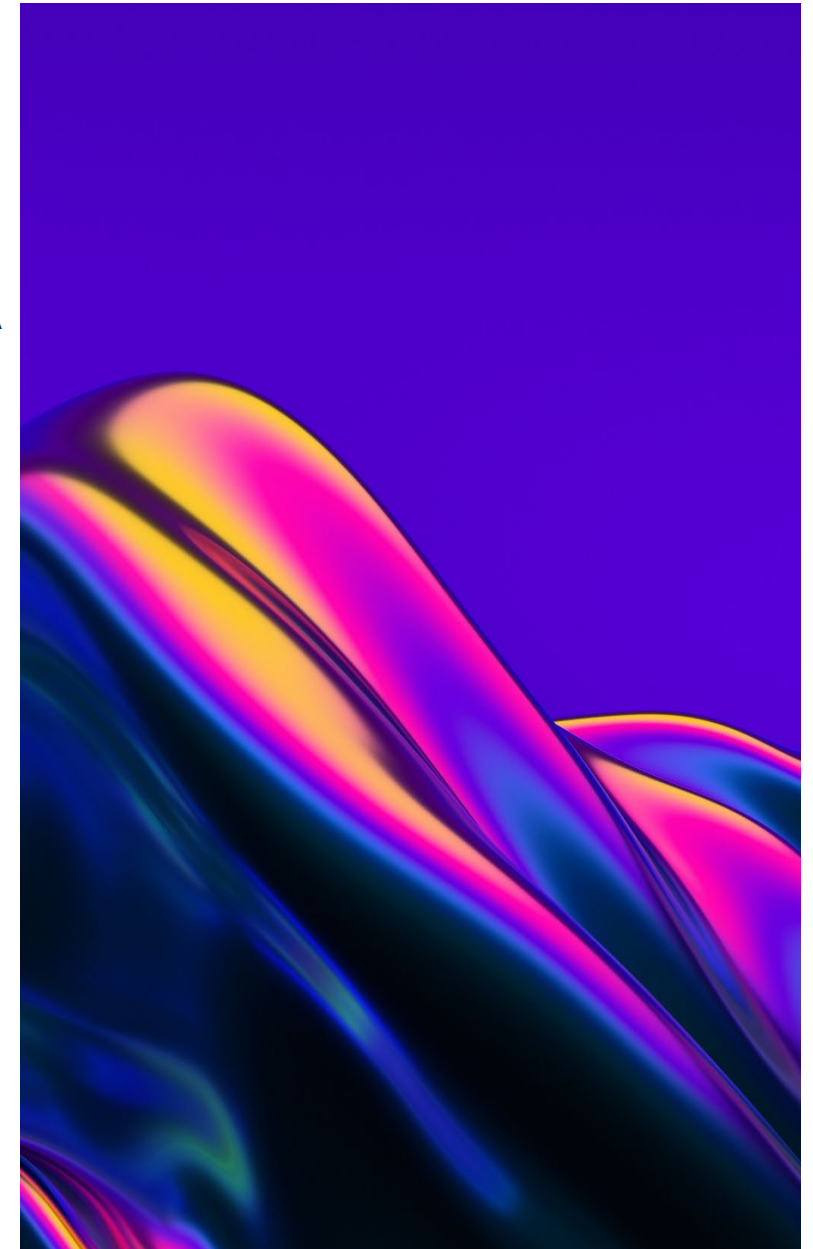


Table of contents

4	Highlights	5	Audit strategy	8	Risks and results	11	Audit findings highlights
12	Status	13	Misstatements	14	Control deficiencies	15	Policies and practices
17	Appendices						

The purpose of this report is to assist you, as a member of Council, in your review of the results of our audit of the financial statements. This report is intended solely for the information and use of Management and Council and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.

Digital use information

This Audit Findings Report is also available as a “hyper-linked” PDF document.

If you are reading in electronic form (e.g. In “Adobe Reader” or “Board Books”), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.



Audit planning highlights



No matters to report



Matters to report – see link for details

Scope

Our audit of the financial statements (“financial statements”) of Township of Ryerson (“the Township”) as of and for the year ended December 31, 2023 was performed in accordance with Canadian generally accepted auditing standards.

Audit strategy



Materiality \$78,000 

Involvement of others



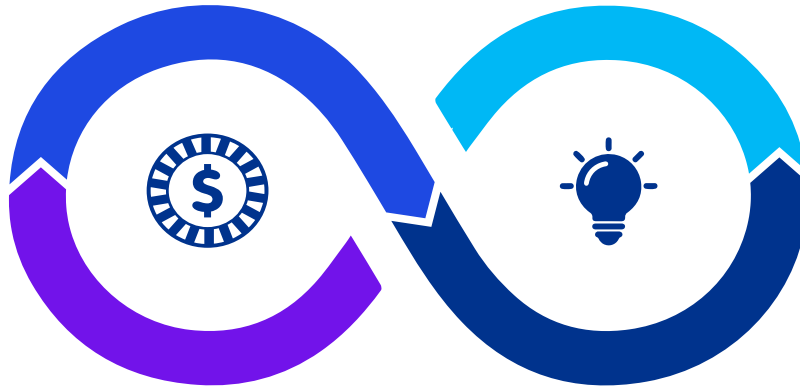
Updates to our prior year audit plan

Risk assessment

Risk of management override of controls Presumed risk of fraudulent revenue recognition 



Materiality



We **initially determine materiality** at a level at which we consider that misstatements could reasonably be expected to influence the economic decisions of users. Determining materiality is a matter of **professional judgement**, considering both quantitative and qualitative factors, and is affected by our perception of the common financial information needs of users of the financial statements as a group. We do not consider the possible effect of misstatements on specific individual users, whose needs may vary widely.

We **reassess materiality** throughout the audit and revise materiality if we become aware of information that would have caused us to determine a different materiality level initially.

Plan and perform the audit

We **initially determine materiality** to provide a basis for:

- Determining the nature, timing and extent of risk assessment procedures;
- Identifying and assessing the risks of material misstatement; and
- Determining the nature, timing, and extent of further audit procedures.

We design our procedures to detect misstatements at a level less than materiality in individual accounts and disclosures, to reduce to an appropriately low level the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole.

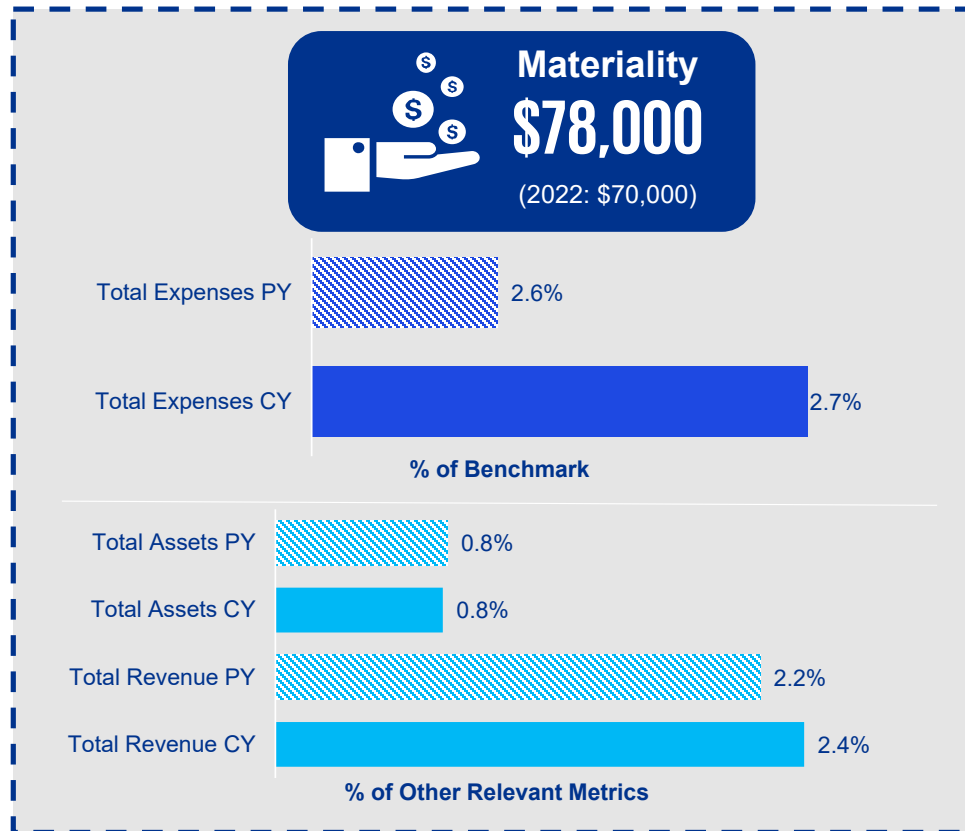
Evaluate the effect of misstatements

We also **use materiality** to evaluate the effect of:

- Identified misstatements on our audit; and
- Uncorrected misstatements, if any, on the financial statements and in forming our opinion.



Materiality



Total Expenses

\$2.8 million

(2022: \$2.6 million)

Total Revenue

\$3.3 million

(2022: \$3.2 million)

Total Assets

\$9.05 million

(2022: \$8.25 million)



Risk assessment summary

Our planning begins with an assessment of risks of material misstatement in your financial statements.

We draw upon our understanding of the Company and its environment (e.g. the industry, the wider economic environment in which the business operates, etc.), our understanding of the Company's components of its system of internal control, including our business process understanding.

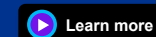
		Risk of fraud	Risk of error	PY risk rating
●	Management Override of Controls	✓		Significant

● SIGNIFICANT RISK ● PRESUMED RISK OF MATERIAL MISSTATEMENT ● OTHER RISK OF MATERIAL MISSTATEMENT

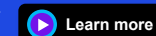


Advanced technologies

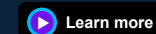
Our **KPMG Clara Dynamic Risk Assessment** tool gives us a more sophisticated, forward-looking and multi-dimensional approach to assessing audit risk.



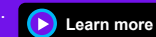
Our **KPMG Clara Business Process Mining** provides immediate visualization of how 100% of your transactions are processed to complement your process narratives & flow charts.



KPMG Clara Account Analysis allows us to analyze the flow of transactions through your business to drive a more meaningful risk assessment.



KPMG Clara AI allows us to layer AI into our auditing platform, allowing us to scan 100% of your data and pull all of the risky transactions and anomalies out for further analysis.





Significant risks



Management Override of Controls (non-rebuttable significant risk of material misstatement)

RISK OF



FRAUD

**Presumption
of the risk of fraud
resulting from
management
override of
controls**

Why is it significant?

Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities.

Our planned response

As this presumed risk of material misstatement due to fraud is not rebuttable, our audit methodology incorporates the required procedures in professional standards to address this risk. These procedures include:

- testing of journal entries and other adjustments,
- performing a retrospective review of estimates
- evaluating the business rationale of significant unusual transactions.

Advanced technologies

Our **KPMG Clara Journal Entry Analysis Tool** assists in the performance of detailed journal entry testing based on engagement-specific risk identification and circumstances. Our tool provides auto-generated journal entry population statistics and focusses our audit effort on journal entries that are riskier in nature.



[Click to learn more](#)



Significant risks – other considerations



Presumed risk of fraudulent revenue recognition

RISK OF



FRAUD

**Presumption
of the risk of fraud
resulting revenue
recognition**

Consideration of risk

The engagement team reviewed the Township's revenue streams in order to support our determination as to whether the fraud risk related to revenue recognition should be rebutted.

The engagement team has determined that rebutting the presumed fraud risk related to revenue recognition is appropriate based on the analysis outlined herein.

Our analysis

Fraudulent revenue recognition risk factors have not been identified. The entity is not a high public profile entity and there are no significant third party expectations in relation to revenue creating perceived pressures or incentives. Revenues are relatively simple to recognize as they do not involve elements of significant judgment. The nature of the industry or the entity's operations do not provide perceived opportunities to engage in fraudulent revenue recognition. There are few, if any, indicators that management possesses the attitude, character or ethical values that would cause it to knowingly and intentionally commit a dishonest act. As a result there is not a risk of material misstatement of revenue due to fraudulent financial reporting by management.



Audit findings highlights



No matters to report



Matters to report – see link for details

Status

We have completed the audit of the financial statements for the Township of Ryerson ("financial statements"), with the exception of certain remaining outstanding procedures, which are highlighted on the 'Status' slide of this report.



Risks and results



Significant risks



Other risks of material misstatement



Going concern matters



Policies and practices & Specific topics



Significant unusual transactions



Accounting policies and practices



Other financial reporting matters



Specific topics

Uncorrected misstatements



Uncorrected misstatements

Annual surplus (in \$'000s)

As currently presented	\$456
Uncorrected misstatements	(\$36)
As a % of the balance	7.89%



Total assets (in \$'000s)

As currently presented	\$9,037
Uncorrected misstatements	(\$5)
As a % of the balance	0.05%

Corrected misstatements



Corrected misstatements

Control deficiencies



Significant deficiencies



Uncorrected misstatements

Uncorrected misstatements include financial presentation and disclosure omissions.



Impact of uncorrected misstatements – Not material to the financial statements

- The management representation letter includes the Summary of Uncorrected Misstatements, which discloses the impact of all uncorrected misstatements considered to be other than clearly trivial
- Based on both qualitative and quantitative considerations, management have decided not to correct certain misstatements and represented to us that the misstatements —individually and in the aggregate—are, in their judgment, not material to the financial statements. This management representation is included in the management representation letter.
- We concur with management's representation that the uncorrected misstatements are not material to the financial statements. Accordingly, the uncorrected misstatements have no effect on our auditor's report.

Below is a summary of the impact of the uncorrected misstatement:

Annual surplus	(in \$'000s)
As currently presented	\$456
Uncorrected misstatements	(\$36)
As a % of the balance	7.89%

Total assets	(in \$'000s)
As currently presented	\$9,037
Uncorrected misstatements	(\$5)
As a % of the balance	0.05%



Control deficiencies

Consideration of internal control over financial reporting (ICFR)



In planning and performing our audit, we considered ICFR relevant to the Entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on ICFR.

Our understanding of internal control over financial reporting was for the limited purpose described above and was not designed to identify all control deficiencies that might be significant deficiencies. The matters being reported are limited to those deficiencies that we have identified during the audit that we have concluded are of sufficient importance to merit being reported to those charged with governance.

Our awareness of control deficiencies varies with each audit and is influenced by the nature, timing, and extent of audit procedures performed, as well as other factors. Had we performed more extensive procedures on internal control over financial reporting, we might have identified more significant deficiencies to be reported or concluded that some of the reported significant deficiencies need not, in fact, have been reported.

A deficiency in internal control over financial reporting



A deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A deficiency in design exists when (a) a control necessary to meet the control objective is missing or (b) an existing control is not properly designed so that, even if the control operates as designed, the control objective would not be met. A deficiency in operation exists when a properly designed control does not operate as designed, or when the person performing the control does not possess the necessary authority or competence to perform the control effectively.

Significant deficiencies in internal control over financial reporting



A deficiency, or a combination of deficiencies, in internal control over financial reporting that, in our judgment, is important enough to merit the attention of those charged with governance.

There were no significant deficiencies noted that are required to be communicated to Council.



Significant accounting policies and practices



Initial selections of significant accounting policies and practices

PSAS 3280 Asset Retirement Obligation Standards was effective for fiscal years beginning on or after April 1, 2022. The adoption of this standard was reflected in the December 31, 2023 on a modified retroactive basis.

Note disclosure has been included in the financial statements for the transition to the new accounting standard. Please see note 2 for additional information relating to the transitional adjustments.



Description of new or revised significant accounting policies and practices

The new accounting standard, PS 3280, addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in buildings owned by the Township along with the retirement obligation associated with the landfill. The standard was adopted on the modified retrospective basis at the date of adoption such that the assumptions used to estimate the Township's asset retirement obligations were applied as of the date of adoption of the standard.

In determining the amount of the obligation, the Township utilized a present value measurement technique only for the landfill obligation as it as determined that the timing of the future cash flows related to the costs associated with the asset retirement obligation was determinable.



Significant qualitative aspects of the accounting policies and practices

The adoption of the Asset Retirement Obligations Standard required management to calculate the value of the obligation as of the date of transition. For application of the Standard, the Township used internal knowledge of the public works staff which was supplemented with professional third party reports provided by an external consultants.



Future implementation

Accounting pronouncements issued but not yet effective have not been disclosed in the notes to the financial statements. However, the most significant pronouncements in the near term relate to Revenue and Public Private Partnerships ("P3s") and that will be applicable for fiscal 2024. The implications of these new standards are not expected to be significant.



Other financial reporting matters

We also highlight the following:



Financial statement presentation - form, arrangement, and content



No matters to report



Concerns regarding application of new accounting pronouncements



No matters to report



Significant qualitative aspects of financial statement presentation and disclosure



No matters to report

Appendices

A

Required
communications

B

Audit quality

C

New auditing
standards

D

Insights

E

Financial Statement
Presentation





Appendix A: Draft auditor's report

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the
The Corporation of the Township of Ryerson

Opinion

We have audited the consolidated financial statements of The Corporation of the Township of Ryerson (the "Township"), which comprise:

- the consolidated statement of financial position as at end of December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended.
- the consolidated statement of changes in net financial assets for the year then ended.
- the consolidated statement of cash flows for the year then ended.
- and notes to the consolidated financial statements, including a summary of significant accounting policies.

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Township as at December 31, 2023, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "*Auditor's Responsibilities for the Audit of the Financial Statements*" section of our auditor's report.

We are independent of the Township in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter – Comparative Information

As part of our audit of the financial statements for the year ended December 31, 2023, we also audited the adjustments that were applied to restate certain comparative information presented for the year ended December 31, 2022 as a result of a change in accounting policy. In our opinion, such adjustments are appropriate and have been properly applied.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Township's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Township or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Township's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.
The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



Appendix A: Draft auditor's report

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Township's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Township to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

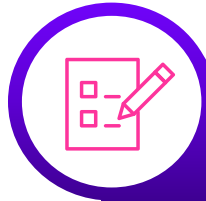
Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

December 10, 2024



Appendix A: Other required communications



Engagement terms

A copy of the engagement letter and any subsequent amendments has been provided to the Audit Committee.



CPAB communication protocol

The reports available through the following links were published by the Canadian Public Accountability Board to inform Audit Committees and other stakeholders about the results of quality inspections conducted over the past year:

- [CPAB Audit Quality Insights Report: 2021 Annual Inspections Results](#)
- [CPAB Audit Quality Insights Report: 2022 Interim Inspections Results](#)
- [CPAB Audit Quality Insights Report: 2022 Annual Inspections Results](#)
- [CPAB Audit Quality Insights Report: 2023 Interim Inspections Results](#)



Appendix A: Management representation letter

KPMG LLP
Times Square
1760 Regent Street, Unit 4
Sudbury, ON P3E 3Z8
Canada

December 10, 2024

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the consolidated financial statements (hereinafter referred to as "financial statements") of **The Corporation of the Township of Ryerson** ("the Entity") as at and for the period ended December 31, 2023.

GENERAL:

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

RESPONSIBILITIES:

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated January 12, 2023, including for:
 - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework.
 - b) providing you with all information of which we are aware that is relevant to the preparation of the financial statements ("relevant information"), such as financial records, documentation and other matters, including:
 - the names of all related parties and information regarding all relationships and transactions with related parties;
 - the complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements. All significant actions are included in such summaries.
 - c) providing you with unrestricted access to such relevant information.
 - d) providing you with complete responses to all enquiries made by you during the engagement.

- e) providing you with additional information that you may request from us for the purpose of the engagement.
- f) providing you with unrestricted access to persons within the Entity from whom you determined it necessary to obtain audit evidence.
- g) such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We also acknowledge and understand that we are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
- h) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements.
- i) ensuring that internal auditors providing direct assistance to you, if any, were instructed to follow your instructions and that we, and others within the entity, did not intervene in the work the internal auditors performed for you.

INTERNAL CONTROL OVER FINANCIAL REPORTING:

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which we are aware.

FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:

- 3) We have disclosed to you:
 - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
 - b) all information in relation to fraud or suspected fraud that we are aware of that involves:
 - management;
 - employees who have significant roles in internal control over financial reporting; or
 - others
 where such fraud or suspected fraud could have a material effect on the financial statements.
 - c) all information in relation to allegations of fraud, or suspected fraud, affecting the financial statements, communicated by employees, former employees, analysts, regulators, or others.
 - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements or illegal acts, whose effects should be considered when preparing financial statements.
 - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.



Appendix A: Management representation letter

SUBSEQUENT EVENTS:

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

RELATED PARTIES:

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

ESTIMATES:

- 8) The methods, the data and the significant assumptions used in making accounting estimates, and their related disclosures are appropriate to achieve recognition, measurement or disclosure that is reasonable in the context of the applicable financial reporting framework.

GOING CONCERN:

- 9) We have provided you with all information relevant to the use of the going concern assumption in the financial statements.

MISSTATEMENTS:

- 10) The effects of the uncorrected misstatements described in Attachment II are immaterial, both individually and in the aggregate, to the financial statements as a whole.

NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002).
- 12) We also confirm that the financial statements of the Entity will not be included in the group financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Yours very truly,

By: Mr. Brayden Robinson, CAO/Treasurer

cc: Audit Committee



Appendix A: Management representation letter

Attachment I – Definitions

MATERIALITY

Certain representations in this letter are described as being limited to matters that are material.

Information is material if omitting, misstating or obscuring it could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances, and are affected by perception of the needs of, or the characteristics of, the users of the financial statements and, the size or nature of a misstatement, or a combination of both while also considering the entity's own circumstances.

FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.



Appendix A: Management representation letter

Attachment II

Summary of uncorrected misstatements

Method used to evaluate misstatements: Income statement (Roll over)

									Impact on financial statement captions - DR(CR)								
#	Account #	Account Name	Description/ Identified During	Error Type	Amount	Income Statement DR (CR)			Balance Sheet Effect					Cash Flow Effect			Statement of Comprehen sive Income - Debit (Credit)
					DR (CR)	Income effect of correcting the balance sheet in prior period	Income effect of current period balance sheet	Income effect (Rollover method)	Equity at period end	Current Assets	Non- Current Assets	Current Liabilities	Non- Current Liabilities	Operating Activities	Investing Activities	Financing Activities	
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
1	11-211 16-125	A/R HST Gen Govt - Contract Services	uncorrected adjustment of HST balance for First Response balance	Factual	(5,354) 5,354		- 5,354	5,354	- 5,354	(5,354)	-	-	-	5,354 (5,354)	-	-	-
2	TRI- R.2500 TRI- R.5000	Waste Management - Landfill closure Waste Management - expenses	uncorrected ARO effect	Factual	(30,837) 30,837		30,837 30,837	-	- 30,837	-	-	-	(30,837)	30,837 (30,837)	-	-	-
Total uncorrected misstatements (before tax)						30,837	36,191	5,354	36,191	(5,354)	-	-	(30,837)	-	-	-	-
Final financial statement amounts							-	-	-	-	-	-	-	-	-	-	-
Percentage of uncorrected misstatements after tax financial statement amounts.								0.00%	-%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%



Appendix B: Audit quality - How do we deliver audit quality?

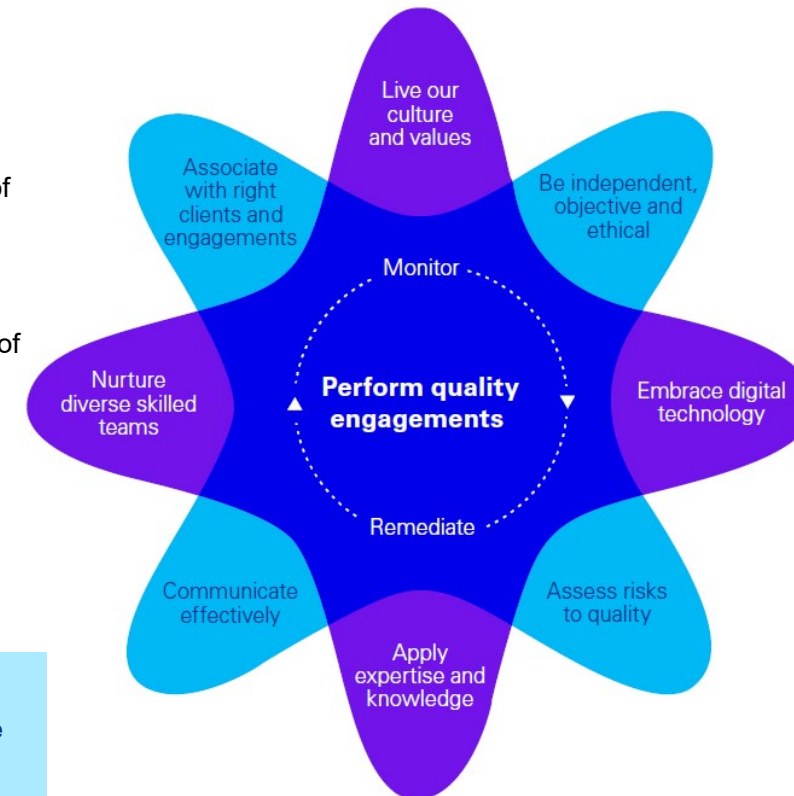
Quality essentially means doing the right thing and remains our highest priority. Our Global Quality Framework outlines how we deliver quality and how every partner and staff member contributes to its delivery.

The drivers outlined in the framework are the ten components of the KPMG System of Quality Management (SoQM). Aligned with ISQM 1/CSQM 1, our SoQM components also meet the requirements of the International Code of Ethics for Professional Accountants (including International Independence Standards) issued by the International Ethics Standards Board for Accountants (IESBA) and the relevant rules of professional conduct / code of ethics applicable to the practice of public accounting in Canada, which apply to professional services firms that perform audits of financial statements. Our Transparency Report includes our firm's Statement on the Effectiveness of our SoQM.

[KPMG 2023 Audit Quality and Transparency Report](#)

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality management**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



Doing the right thing. Always.



Appendix C: Newly effective and upcoming changes to auditing standards

For more information on newly effective and upcoming changes to auditing standards – see Current Developments



Effective for periods beginning on or after December 15, 2022

ISA/CAS 220

.....
(Revised) Quality management for an audit of financial statements

ISQM1/CSQM1

.....
Quality management for firms that perform audits or reviews of financial statements or other assurance or related services engagements

ISQM2/CSQM2

.....
Engagement quality reviews

Effective for periods beginning on or after December 15, 2023

ISA 600/CAS 600

.....
Revised special considerations – Audits of group financial statements



Appendix D: Audit and assurance insights

Our latest thinking on the issues that matter most to Audit Committees, board of directors and management.

KPMG Audit & Assurance Insights

Curated research and insights for audit committees and boards.

Board Leadership Centre

Leading insights to help board members maximize boardroom opportunities

Current Developments

Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US Outlook reports.

Audit Committee Guide – Canadian Edition

A practical guide providing insight into current challenges and leading practices shaping audit committee effectiveness in Canada.

Accelerate 2023

The key issues driving the audit committee agenda in 2023.

Momentum

A quarterly newsletter with the latest thought-leadership from KPMG's subject matter leaders across Canada and valuable audit resources for clients.

KPMG Climate Change Financial Reporting Resource Centre

Our climate change resource center provides insights to help you identify the potential financial statement impacts to your business.

IFRS Breaking News

A monthly Canadian newsletter that provides the latest insights on international financial reporting standards and IASB activities.



Appendix E: Financial Statement Presentation

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022 (Restated - note 2)
Financial assets:		
Cash (note 5)	\$ 2,767,571	\$ 2,915,966
Investments (note 6)	34,666	32,682
Taxes receivable (note 7)	280,328	208,270
Accounts receivable	113,539	217,374
Inventories held for resale	2,646	2,696
	3,198,750	3,376,988
Financial liabilities:		
Accounts payable and accrued liabilities	376,031	869,247
Deferred revenue (note 8)	97,318	107,706
Deferred revenue - obligatory reserve funds (note 9)	471,606	373,676
Municipal debt (note 10)	285,681	401,160
Asset retirement obligations (note 11)	167,332	138,318
	1,397,968	1,890,107
Net financial assets	1,800,782	1,486,881
Non-financial assets:		
Tangible capital assets (note 14)	5,650,120	5,484,128
Inventory of supplies	176,704	200,877
Prepaid expenses	11,619	10,542
	5,838,443	5,695,547
Contingencies (notes 3, 13)		
Contractual obligations (note 12)		
Accumulated surplus (note 15)	\$ 7,639,225	\$ 7,182,428

Highlights

- Cash balance has decreased as of the end of 2023 and includes both unrestricted and restricted balances. The restricted balances relate to the obligatory reserve funds (which are funds that have been received which are being carried over to 2024 to use for projects). The overall balance has decreased as there was \$530K of positive cash flows from operating activities which was used to fund \$561K of capital additions and \$115K of debt repayments in the year.
- Investments have slightly increased as a result of interest earned on the investments in the 2023 year end
- Taxes receivable has increased on a year over year basis. The increase mainly relates to all aging categories of the taxes receivable noted at the end of 2023. The next slide shows an analysis of the taxes receivable balances.
- Accounts receivable has decreased in the current year as a result of a decrease in provincial and federal grants outstanding as of the year end date. There was lower amounts owing in relation to the ICIP funding when compared with the prior year. In addition the prior year included certain receivables for the sales of fire department equipment.
- Inventories held for resale are fairly consistent year over year.



Appendix E: Financial Statement Presentation

	2023	2022
Current	\$199,567	\$143,148
Previous taxation year	\$43,041	\$36,305
Prior taxation years	\$17,672	\$14,649
Interest and penalties	\$22,048	\$16,168
Allowance for doubtful accounts	(\$2,000)	(\$2,000)
Total	\$280,328	\$208,270
As a percentage of levy	11.9%	9.40%



Appendix E: Financial Statement Presentation

Highlights

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022 (Restated - note 2)
Financial assets:		
Cash (note 5)	\$ 2,767,571	\$ 2,915,966
Investments (note 6)	34,666	32,682
Taxes receivable (note 7)	280,328	208,270
Accounts receivable	113,539	217,374
Inventories held for resale	2,646	2,696
	3,198,750	3,376,988
Financial liabilities:		
Accounts payable and accrued liabilities	376,031	869,247
Deferred revenue (note 8)	97,318	107,706
Deferred revenue - obligatory reserve funds (note 9)	471,606	373,676
Municipal debt (note 10)	285,681	401,160
Asset retirement obligations (note 11)	167,332	138,318
	1,397,968	1,890,107
Net financial assets	1,800,782	1,486,881
Non-financial assets:		
Tangible capital assets (note 14)	5,650,120	5,484,128
Inventory of supplies	176,704	200,877
Prepaid expenses	11,619	10,542
	5,838,443	5,695,547
Contingencies (notes 3, 13)		
Contractual obligations (note 12)		
Accumulated surplus (note 15)	\$ 7,639,225	\$ 7,182,428

- Accounts payable has decreased on a year over year basis. The balance includes trade accounts payable along with balances owing for payroll related obligations at year end (accrued wages and payroll remittances) and amount payable for tax sales. The prior year payable balances included amounts owing for two tax sales as of the year end date (decrease of \$470K).
- Deferred revenue – general has decreased at the end of 2023 as a result of the use of MMHA funding that has been received for the digitization project . This decrease is offset by an increase in unused NORDS funding that is able to be carried over to 2024
- Deferred revenue obligatory reserves has increased as a result of an increase in the parkland reserves, an increase in the unused OCIF funding as well as an increase in unused federal gas tax funding which can be carried over to the 2024 year end
- The municipal debt has decreased as a result of repayments made on the debt throughout the 2023 year end
- The employee post employment benefit obligations are fairly consistent on a year over year basis
- The Township adopted the asset retirement obligation standard in the 2023 year end which relates to retirement obligations for both the landfill as well as certain buildings owned by the Township



Appendix E: Financial Statement Presentation

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022 (Restated - note 2)
Financial assets:		
Cash (note 5)	\$ 2,767,571	\$ 2,915,966
Investments (note 6)	34,666	32,682
Taxes receivable (note 7)	280,328	208,270
Accounts receivable	113,539	217,374
Inventories held for resale	2,646	2,696
	3,198,750	3,376,988
Financial liabilities:		
Accounts payable and accrued liabilities	376,031	869,247
Deferred revenue (note 8)	97,318	107,706
Deferred revenue - obligatory reserve funds (note 9)	471,606	373,676
Municipal debt (note 10)	285,681	401,160
Asset retirement obligations (note 11)	167,332	138,318
	1,397,968	1,890,107
Net financial assets	1,800,782	1,486,881
Non-financial assets:		
Tangible capital assets (note 14)	5,650,120	5,484,128
Inventory of supplies	176,704	200,877
Prepaid expenses	11,619	10,542
	5,838,443	5,695,547
Contingencies (notes 3, 13)		
Contractual obligations (note 12)		
Accumulated surplus (note 15)	\$ 7,639,225	\$ 7,182,428

Highlights

- The tangible capital assets balance has increased by \$166K which is made up of \$571K of capital asset additions offset by amortization expense of \$393K. The capital asset purchases are described in the subsequent slide.
- Inventories of supplies has decreased as a result of a decrease in supplies on hand at the Township at the year end date
- The prepaid expenses are relatively consistent on a year over year basis



Appendix E: Financial Statement Presentation

- Roadwork (Various road work projects) \$210,000
- 2023 Freightliner \$306,000
- Various other smaller capital additions \$55,000



Appendix E: Financial Statement Presentation

Highlights

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxes	\$ 2,309,511	\$ 2,345,528	\$ 2,215,728
User charges	129,837	136,893	85,638
Government transfers	692,156	576,089	678,010
Restructuring net revenue	-	-	2,600
Other	169,631	269,638	274,816
Total revenue	3,301,135	3,328,148	3,256,792
Expenses:			
General government	700,904	605,741	708,773
Protection to persons and property	385,936	360,807	344,488
Transportation services	1,364,831	1,168,956	1,168,119
Environment services	180,195	197,611	180,857
Health services	106,341	107,083	101,156
Social and family services	151,195	151,195	145,937
Recreation and cultural services	219,655	228,946	207,242
Planning and development	45,514	51,012	33,892
Total expenses	3,154,571	2,871,351	2,890,464
Annual surplus	146,564	456,797	366,328
Accumulated surplus, beginning of year	7,182,428	7,182,428	6,814,991
Change in accounting policy (note 2)	-	-	1,109
	7,182,428	7,182,428	6,816,100
Accumulated surplus, end of year	\$ 7,328,992	\$ 7,639,225	\$ 7,182,428

- On an overall basis, total revenue has increased to \$3.32 million in 2023 compared with \$3.256 million in 2022 which an increase of \$64K or 1.9% on a year over year basis. There were a few changes noted in the year as follows:
 - Property tax revenues have increased as a result of the increase in taxation rates noted in 2023
 - User charges have increased on a year over year basis. The arena user charges and building permit revenues have increased in 2023.
 - Government transfers have decreased the year to \$576K. The decrease relates to a lower amount of funding used in the year from the federal government for the gas tax projects along with a lower amount of NORDs funding used for projects in 2023
 - Other revenues includes a number of miscellaneous revenue streams such as licenses and permits, penalties and interest on property taxes and user fees owing, waste management revenue along with investment income noted in the year. The increases relates to higher investment income and offset by lower waste management revenue



Appendix E: Financial Statement Presentation

Highlights

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxes	\$ 2,309,511	\$ 2,345,528	\$ 2,215,728
User charges	129,837	136,893	85,638
Government transfers	692,156	576,089	678,010
Restructuring net revenue	-	-	2,600
Other	169,631	269,638	274,816
Total revenue	3,301,135	3,328,148	3,256,792
Expenses:			
General government	700,904	605,741	708,773
Protection to persons and property	385,936	360,807	344,488
Transportation services	1,364,831	1,168,956	1,168,119
Environment services	180,195	197,611	180,857
Health services	106,341	107,083	101,156
Social and family services	151,195	151,195	145,937
Recreation and cultural services	219,655	228,946	207,242
Planning and development	45,514	51,012	33,892
Total expenses	3,154,571	2,871,351	2,890,464
Annual surplus	146,564	456,797	366,328
Accumulated surplus, beginning of year	7,182,428	7,182,428	6,814,991
Change in accounting policy (note 2)	-	-	1,109
	7,182,428	7,182,428	6,816,100
Accumulated surplus, end of year	\$ 7,328,992	\$ 7,639,225	\$ 7,182,428

- On an overall basis, total expenses has decreased by \$26K in 2023 which is an decrease of 0.9% on a year over year basis. There were a few changes noted in the year as follows:

- General government expenses have decreased as the prior year included as a result of additional wages and benefits noted in the year along with additional expenses associated with the election, decreased consulting (legal and other) costs in 2022 offset by an increase in general office equipment.
- Protection to persons and property has increased as a result of an increase in Ryerson's share of the JBC expenses in 2023
- Transportation services have remained relatively consistent year over year
- Environmental services have increased as a result of additional landfill and recycling costs noted in 2023
- Health services and social and family services have remained relatively consistent year over year



Appendix E: Financial Statement Presentation

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

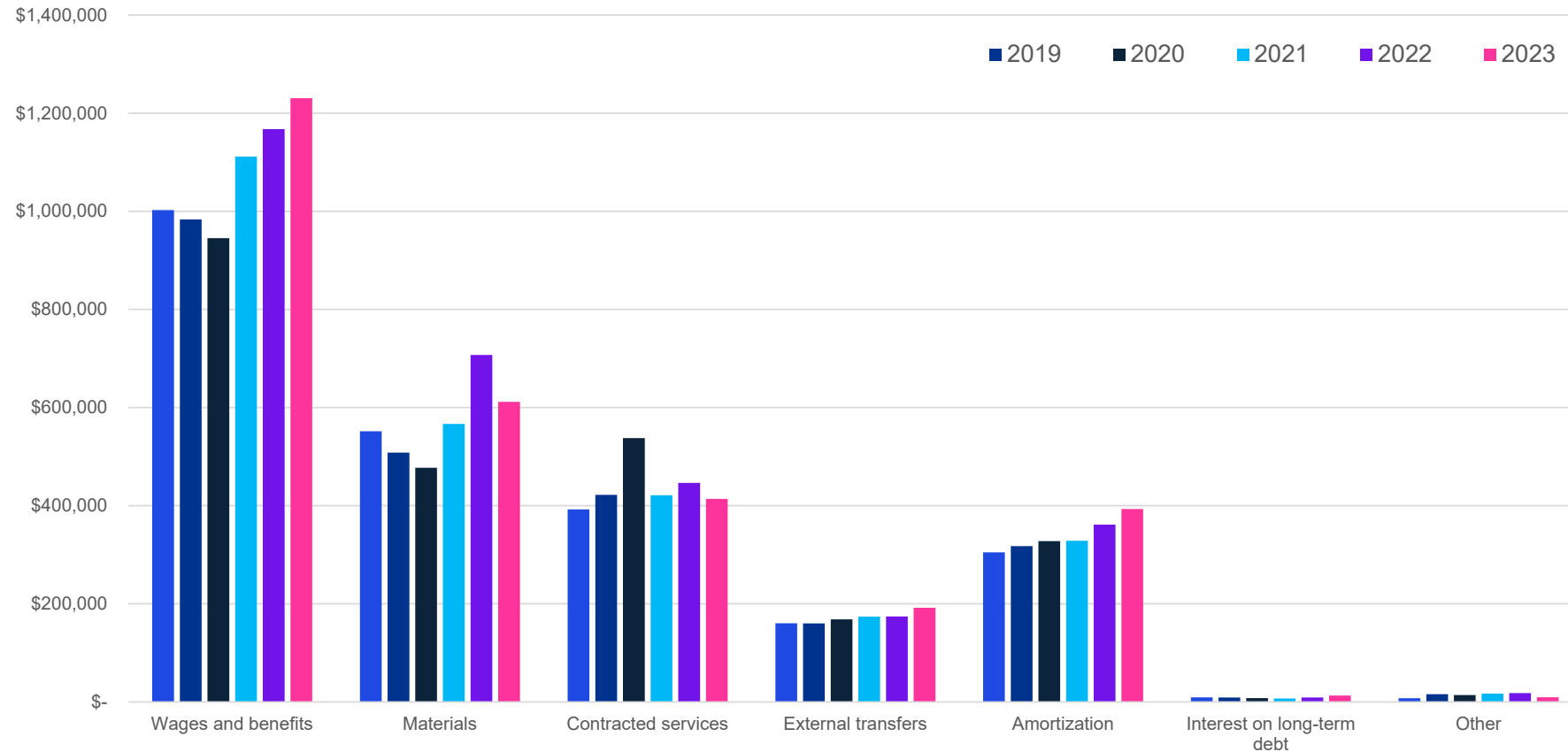
	2023 Budget (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxes	\$ 2,309,511	\$ 2,345,528	\$ 2,215,728
User charges	129,837	136,893	85,638
Government transfers	692,156	576,089	678,010
Restructuring net revenue	-	-	2,600
Other	169,631	269,638	274,816
Total revenue	3,301,135	3,328,148	3,256,792
Expenses:			
General government	700,904	605,741	708,773
Protection to persons and property	385,936	360,807	344,488
Transportation services	1,364,831	1,168,956	1,168,119
Environment services	180,195	197,611	180,857
Health services	106,341	107,083	101,156
Social and family services	151,195	151,195	145,937
Recreation and cultural services	219,655	228,946	207,242
Planning and development	45,514	51,012	33,892
Total expenses	3,154,571	2,871,351	2,890,464
Annual surplus	146,564	456,797	366,328
Accumulated surplus, beginning of year	7,182,428	7,182,428	6,814,991
Change in accounting policy (note 2)	-	-	1,109
	7,182,428	7,182,428	6,816,100
Accumulated surplus, end of year	\$ 7,328,992	\$ 7,639,225	\$ 7,182,428

Highlights

- Recreation services expense have increased in the year as a result of an increase in arena related expenses noted in the 2023
- Planning and development is fairly consistent on a year over year basis



Appendix E: Financial Statement Presentation





Appendix E: Financial Statement Presentation

	2022
Surplus per financial statements	\$456,797
Add: Change in unfunded amounts	(\$93,205)
Add: Amortization of TCA	\$393,202
Less: TCA additions (not debt funded)	(\$559,508)
Less: Net Reserve Fund transfers out (in)	(\$402,937)
Total Operating Deficit	\$196,651



Appendix E: Financial Statement Presentation

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	Budget 2023 (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Annual surplus	\$ 146,564	\$ 456,797	\$ 366,328
Acquisition of tangible capital assets	(700,165)	(570,755)	(667,450)
Shared services tangible capital assets transfer-net	-	1,420	(5,194)
Revaluation of tangible capital assets ARO	-	(6,839)	-
Amortization of tangible capital assets	393,202	393,202	362,391
(Gain) loss on disposal of tangible capital assets	-	7,345	(9,081)
Proceeds from disposal of tangible capital assets	9,200	9,635	19,991
Change in supplies inventories	-	24,173	(63,016)
Change in prepaid expenses	-	(1,077)	2,066
Change in net financial assets	(151,199)	313,901	6,035
Net financial assets, beginning of the year	1,486,881	1,486,881	1,499,713
Change in accounting policy (note 2)	-	-	(18,867)
	1,486,881	1,486,881	1,480,846
Net financial assets, end of the year	\$ 1,335,682	\$ 1,800,782	\$ 1,486,881

Highlights

- The Township's net financial assets increased by \$313K
- Capital asset additions were greater than the amortization
- Investment in capital was funded with capital grants in the current year



Appendix E: Financial Statement Presentation

16. Accumulated surplus:

The 2023 continuity of accumulated surplus reported on the Consolidated Statement of Financial Position is as follows:

	Balance Beginning of Year (Restated - Note 2)	Annual Surplus (Deficit)	Balance End of Year
RESERVES AND RESERVE FUNDS:			
Working funds	\$ 421,562	\$ 241,558	\$ 663,120
Capital funds	562,898	—	562,898
Election	—	3,500	3,500
Fire	107,025	37,443	144,468
Roads	546,886	97,800	644,686
Waste disposal and recycling	142,728	7,953	150,681
JBC	10,381	4,800	15,181
COVID-19	8,737	(8,737)	—
Hospital	40,000	20,000	60,000
Cemetery	5,176	(500)	4,676
Arena	48,957	(4,417)	44,540
Library	15,943	3,537	19,480
Fire Department	723	—	723
	1,911,016	402,937	2,313,953
OTHER:			
Consolidated tangible capital assets	5,484,128	165,992	5,650,120
General operating surplus -			
Municipality	343,074	(196,651)	146,423
Library	1,080	706	1,786
ACED	9,392	(9,392)	—
Unfunded amounts -			
Long-term debt	(401,160)	115,479	(285,681)
Employee benefits payable	(26,784)	6,740	(20,044)
Asset retirement obligations	(138,318)	(29,014)	(167,332)
	\$ 7,182,428	\$ 456,797	\$ 7,639,225

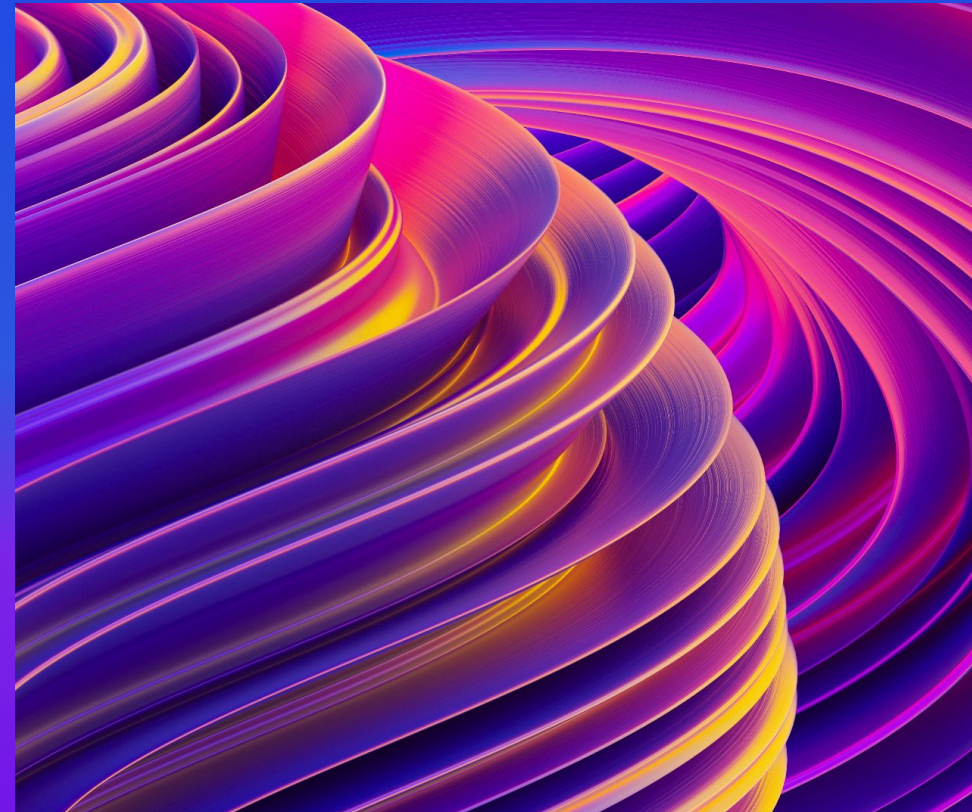
Highlights

- The Township's total accumulated surplus amounted to \$7.6 million, consisting of:
 - \$5.65 million in an investment in tangible capital assets
 - \$148,000 in general accumulated surplus dollars
 - \$2.3 million in reserves set aside by Council
 - \$473,000 in unfunded liabilities relating to the asset retirement obligations, employee future benefits and the employee benefit payables



<https://kpmg.com/ca/en/home.html>

© 2023 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved. The KPMG name and logo are trademarks used under license by the independent member firms of the KPMG global organization.



Consolidated Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF RYERSON**

Year ended December 31, 2023

DRAFT

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Table of Contents

Year ended December 31, 2023

	Page
Management's Responsibility for the Consolidated Financial Statements	
Independent Auditor's Report	
Consolidated Financial Statements:	
Consolidated Statement of Financial Position	1
Consolidated Statement of Operations and Accumulated Surplus.....	2
Consolidated Statement of Changes in Net Financial Assets	3
Consolidated Statement of Cash Flows	4
Notes to Consolidated Financial Statements	5

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of The Corporation of the Township of Ryerson (the "Township") are the responsibility of the Township's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Council meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the Township. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Township's consolidated financial statements.

Mayor

CAO / Treasurer

December 10, 2024

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the
The Corporation of the Township of Ryerson

Opinion

We have audited the consolidated financial statements of The Corporation of the Township of Ryerson (the "Township"), which comprise:

- the consolidated statement of financial position as at end of December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended.
- the consolidated statement of changes in net financial assets for the year then ended.
- the consolidated statement of cash flows for the year then ended.
- and notes to the consolidated financial statements, including a summary of significant accounting policies.

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Township as at December 31, 2023, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "**Auditor's Responsibilities for the Audit of the Financial Statements**" section of our auditor's report.

We are independent of the Township in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter – Comparative Information

As part of our audit of the financial statements for the year ended December 31, 2023, we also audited the adjustments that were applied to restate certain comparative information presented for the year ended December 31, 2022 as a result of a change in accounting policy. In our opinion, such adjustments are appropriate and have been properly applied.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Township's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Township or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Township's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Township's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Township to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

December 10, 2024

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - note 2)
Financial assets:		
Cash (note 5)	\$ 2,767,571	\$ 2,915,966
Investments (note 6)	34,666	32,682
Taxes receivable (note 7)	280,328	208,270
Accounts receivable	113,539	217,374
Inventories held for resale	2,646	2,696
	<u>3,198,750</u>	<u>3,376,988</u>
Financial liabilities:		
Accounts payable and accrued liabilities	376,031	869,247
Deferred revenue (note 8)	97,318	107,706
Deferred revenue - obligatory reserve funds (note 9)	471,606	373,676
Municipal debt (note 10)	285,681	401,160
Asset retirement obligations (note 11)	167,332	138,318
	<u>1,397,968</u>	<u>1,890,107</u>
Net financial assets	1,800,782	1,486,881
Non-financial assets:		
Tangible capital assets (note 14)	5,650,120	5,484,128
Inventory of supplies	176,704	200,877
Prepaid expenses	11,619	10,542
	<u>5,838,443</u>	<u>5,695,547</u>
Contingencies (notes 3, 13)		
Contractual obligations (note 12)		
Accumulated surplus (note 15)	\$ 7,639,225	\$ 7,182,428

The accompanying notes are an integral part of these consolidated financial statements.

On behalf of Council:

_____ Mayor

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Revenue:			
Property taxes	\$ 2,309,511	\$ 2,345,528	\$ 2,215,728
User charges	129,837	136,893	85,638
Government transfers	692,156	576,089	678,010
Restructuring net revenue	-	-	2,600
Other	169,631	269,638	274,816
Total revenue	3,301,135	3,328,148	3,256,792
Expenses:			
General government	700,904	605,741	708,773
Protection to persons and property	385,936	360,807	344,488
Transportation services	1,364,831	1,168,956	1,168,119
Environment services	180,195	197,611	180,857
Health services	106,341	107,083	101,156
Social and family services	151,195	151,195	145,937
Recreation and cultural services	219,655	228,946	207,242
Planning and development	45,514	51,012	33,892
Total expenses	3,154,571	2,871,351	2,890,464
Annual surplus	146,564	456,797	366,328
Accumulated surplus, beginning of year	7,182,428	7,182,428	6,814,991
Change in accounting policy (note 2)	-	-	1,109
	7,182,428	7,182,428	6,816,100
Accumulated surplus, end of year	\$ 7,328,992	\$ 7,639,225	\$ 7,182,428

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Change in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	Budget 2023 (note 17)	Actual 2023	Actual 2022 (Restated - note 2)
Annual surplus	\$ 146,564	\$ 456,797	\$ 366,328
Acquisition of tangible capital assets	(700,165)	(570,755)	(667,450)
Shared services tangible capital assets transfer-net	-	1,420	(5,194)
Revaluation of tangible capital assets - ARO	-	(6,839)	-
Amortization of tangible capital assets	393,202	393,202	362,391
(Gain) loss on disposal of tangible capital assets	-	7,345	(9,081)
Proceeds from disposal of tangible capital assets	9,200	9,635	19,991
Change in supplies inventories	-	24,173	(63,016)
Change in prepaid expenses	-	(1,077)	2,066
Change in net financial assets	(151,199)	313,901	6,035
Net financial assets, beginning of the year	1,486,881	1,486,881	1,499,713
Change in accounting policy (note 2)	-	-	(18,867)
	1,486,881	1,486,881	1,480,846
Net financial assets, end of the year	\$ 1,335,682	\$ 1,800,782	\$ 1,486,881

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Consolidated Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
		(Restated - note 2)
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 456,797	\$ 366,328
Items not involving cash:		
Amortization of tangible capital assets	393,202	362,391
Accretion expense on ARO liability	6,328	5,804
Revaluation of tangible capital assets - ARO	(6,839)	-
Change in ARO liability excluding accretion and settlements	-	(25,991)
Shared services tangible capital assets transfer - net	1,420	(5,194)
(Gain) loss on disposal of tangible capital assets	7,345	(9,081)
	858,253	694,257
Change in non-cash assets and liabilities:		
Taxes receivable	(72,058)	(9,117)
Accounts receivable	103,835	87,050
Inventories held for resale	50	(1,515)
Accounts payable and accrued liabilities	(493,216)	427,595
Deferred revenue-general	(10,388)	87,706
Deferred revenue-obligatory reserve funds	97,930	53,070
Inventories of supplies	24,173	(63,016)
Prepaid expenses	(1,077)	2,066
Net change in cash from operating activities	507,502	1,278,096
Capital activities:		
Acquisition of tangible capital assets	(548,069)	(667,450)
Proceeds from disposal of tangible capital assets	9,635	19,991
Net change in cash from capital activities	(538,434)	(647,459)
Investing activities:		
Change in investments	(1,984)	6,377
Net change in cash from investing activities	(1,984)	6,377
Financing activities:		
Debt principal repayments	(115,479)	(114,468)
Net change in cash from financing activities	(115,479)	(114,468)
Net change in cash	(148,395)	522,546
Cash, beginning of year	2,915,966	2,393,420
Cash, end of year	\$ 2,767,571	\$ 2,915,966
Cash flow supplementary information:		
Interest paid	\$ 7,016	\$ 9,208

The accompanying notes are an integral part of these consolidated financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements

Year ended December 31, 2023

The Corporation of the Township of Ryerson (the "Township") is a single-tier municipal corporation located in Northern Ontario. It is subject to provincial statutes such as the Municipal Act, Municipal Affairs Act and related legislation.

The consolidated financial statements of The Corporation of the Township of Ryerson (the "Township") are the responsibility of management and have been prepared in accordance with Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of significant accounting policies is provided in Note 1. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management maintains a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements.

1. Significant accounting policies:

The consolidated financial statements of the Township are the representations of management and have been prepared in all material respects in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies by the Township are as follows:

(a) Reporting entity:

These consolidated statements reflect the assets, liabilities, revenue, expenses and accumulated surplus of the reporting entity. The reporting entity is comprised of all committees of Council and the boards, joint boards and municipal enterprises for which Council is politically accountable as follows:

(i) Proportionately consolidated entities:

The following joint boards and committees are proportionately consolidated:

- Fire
- Waste Management
- Arena and Community Centre
- Library
- Building Committee
- Economic Development

Inter-organizational transactions and balances between these organizations are eliminated.

(ii) Non-consolidated entities:

- North Bay Parry Sound District Health Unit
- Parry Sound District Social Services Administration Board
- District of Parry Sound (East) Home for the Aged

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(a) Reporting entity (continued):

(iii) Accounting for school board transactions:

The taxation, other revenue, expenses, assets and liabilities with respect to the operations of the school boards are not reflected in these consolidated financial statements.

(iii) Trust funds:

Trust funds administered by the Township are not included in these consolidated financial statements but are reported separately on the trust funds financial statements.

(b) Basis of accounting:

(i) Accrual basis of accounting:

Revenue and expenses are reported on the accrual basis of accounting. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(ii) Cash:

Cash includes cash on hand and balances held at financial institutions.

(iii) Investments:

Investments are recorded at cost plus accrued interest.

(iv) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities but are held for use in the provision of municipal services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(c) Inventories of supplies:

Inventories held for consumption are recorded at the lower of cost or replacement cost.

(d) Reserves and reserve funds:

Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Balances related to these funds are included in the accumulated surplus of the Consolidated Statement of Financial Position.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(e) Tangible capital assets:

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Tangible capital assets received as donations are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Estimated Useful Life
Land improvements	20 years
Buildings	10-40 years
Leasehold improvements	20 years
Machinery, equipment and furniture	5-20 years
Vehicles	5-20 years
Roads	8-75 years
Bridges	60 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Works of art and historical treasures owned by the Township are not included in the tangible capital assets of the Township. The Township owns a number of historical artifacts housed in the Township's museum.

Interest related to the acquisition of capital assets is not capitalized but is expensed in the year incurred.

(f) Government transfers:

Government transfers are recognized in the financial statements as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the Consolidated Statement of Operations and Accumulated Surplus as the stipulation liabilities are settled.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(g) Deferred revenue:

Revenue restricted by legislation, regulation or agreement and not available for general municipal purposes is reported as deferred revenue on the Consolidated Statement of Financial Position. The revenue is reported on the Consolidated Statement of Operations and Accumulated Surplus in the year in which it is used for the specified purpose.

(h) Taxation and related revenue:

Tax rates are established annually by Council, incorporating amounts to be raised for local services and amounts the Township is required to collect on behalf of the Province of Ontario in respect of education taxes. Property tax billings are prepared by the Township based on assessment rolls, supplementary assessment rolls and other assessment adjustments issued by the Municipal Property Assessment Corporation ("MPAC"). Taxation revenue is initially recorded at the time assessment information is received from MPAC and is subsequently adjusted based on management's best estimate of the amount of tax revenue resulting from assessment adjustments that have not yet been received from MPAC. The Township is entitled to collect interest and penalties on overdue taxes. This revenue is recorded in the period the interest and penalties are levied.

(i) Pensions and employee benefits:

The Township accounts for its participation in the Ontario Municipal Employee Retirement System (OMERS), a multi-employer public sector pension fund, as a defined contribution plan. Obligations for sick leave benefits and retirement gratuities under employee benefits payable are accrued as the employees render the services necessary to earn the benefits.

(j) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. These estimates and assumptions are based on management's historical experience, best knowledge of current events and actions that the Township may undertake in the future. Significant accounting estimates include valuation allowances for taxes and accounts receivable, estimated useful lives of tangible capital assets, employee benefits payable, solid waste landfill closure and asset retirement obligations and supplementary taxes. Actual results could differ from these estimates.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(k) Financial instruments:

Financial instruments are classified as either fair value, amortized cost or cost.

Financial instruments classified as fair value are initially recognized at cost and subsequently carried at fair value. Financing fees and transaction costs on financial instruments measured at fair value are expensed as incurred. Unrealized gains and losses on financial assets are recognized in the Consolidated Statement of Remeasurement Gains and Losses. Once realized, remeasurement gains and losses are transferred to the Consolidated Statement of Operations. A Consolidated Statement of Remeasurement Gains and Losses has not been included as there are no matters to report therein.

Financial instruments classified as amortized cost are initially recognized at cost and subsequently carried at amortized cost using the effective interest rate method, less any impairment losses on financial assets. The effective interest rate method allocates interest income or interest expense over the relevant period, based on the effective interest rate. Transaction costs related to financial instruments in the amortized cost category are added to the carrying value of the instrument.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the improvement, provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in the Consolidated Statement of Operations.

Financial liabilities (or part of a financial liability) are removed from the Statement of Financial Position when, and only when, they are discharged, cancelled or expire.

The Municipality's financial instruments are measured according to the following methods:

<u>Financial instrument</u>	<u>Measurement method</u>
Cash	Amortized cost
Investments	Amortized cost
Accounts receivable	Amortized cost
Accounts payable and accrued liabilities	Amortized cost
Long-term debt	Amortized cost

(l) Asset retirement obligations:

A liability for an asset retirement obligation is recognized when, at the financial reporting date, all of the following criteria are met:

- there is a legal obligation to incur retirement costs in relation to a capital asset;
- the past transaction or event giving rise to the liability has occurred;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(I) Asset retirement obligations (continued):

The liability is recorded at an amount that is the best estimate of the expenditure required to retire a capital asset at the financial statement date. The liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. When an asset retirement obligation is initially recognized, a corresponding asset retirement cost is added to the carrying value of the related capital asset when it is still in productive use. This cost is amortized over the useful life of the capital asset. If the related capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

2. Change In Accounting Policy - Adoption of New Accounting Standards:

The Municipality adopted the following standards concurrently beginning January 1, 2022 prospectively: PS 1201 *Financial Statement Presentation*, PS 2601 *Foreign Currency Translation*, PS 3041 *Portfolio Investments* and PS 3450 *Financial Instruments*.

PS 1201 *Financial Statement Presentation* replaces PS 1200 *Financial Statement Presentation*. This standard establishes general reporting principles and standards for the disclosure of information in government financial statements. The standard introduces the Statement of Remeasurement Gains and Losses separate from the Statement of Operations. Requirements in PS 2601 *Foreign Currency Translation*, PS 3450 *Financial Instruments*, and PS 3041 *Portfolio Investments*, which are required to be adopted at the same time, can give rise to the presentation of gains and losses as remeasurement gains and losses.

PS 2601 *Foreign Currency Translation* replaces PS 2600 *Foreign Currency Translation*. The standard requires monetary assets and liabilities denominated in a foreign currency and non-monetary items denominated in a foreign currency that are reported as fair value, to be adjusted to reflect the exchange rates in effect at the financial statement date. Unrealized gains and losses arising from foreign currency changes are presented in the new Statement of Remeasurement Gains and Losses. PS 3041 *Portfolio Investments* replaces PS 3040 *Portfolio Investments*. The standard provides revised guidance on accounting for, and presentation and disclosure of, portfolio investments to conform to PS 3450 *Financial Instruments*. The distinction between temporary and portfolio investments has been removed in the new standard, and upon adoption, PS 3030 *Temporary Investments* no longer applies.

PS 3450 *Financial Instruments* establishes accounting and reporting requirements for all types of financial instruments including derivatives. The standard requires fair value measurement of derivatives and portfolio investments in equity instruments that are quoted in an active market. All other financial instruments will generally be measured at cost or amortized cost. Unrealized gains and losses arising from changes in fair value are presented in the Statement of Remeasurement Gains and Losses. A statement of remeasurement gains and losses has not been included as there are no matters to report therein.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

2. Change In Accounting Policy - Adoption of New Accounting Standards (continued):

Establishing fair value:

The fair value of guarantees and letters of credit are based on fees currently charged for similar agreements or on the estimated cost to terminate them or otherwise settle the obligations with the counterparties at the reported borrowing date.

Fair value hierarchy:

The following provides an analysis of financial instruments that are measured subsequent to initial recognition at fair value, grouped into Levels 1 to 3 based on the degree to which fair value is observable:

Level 1 - fair value measurements are those derived from quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 - fair value measurements are those derived from inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices); and

Level 3 - fair value measurements are those derived from valuation techniques that include inputs for the asset or liability that are not based on observable market data (unobservable inputs).

The fair value hierarchy requires the use of observable market inputs whenever such inputs exist. A financial instrument is classified to the lowest level of the hierarchy for which a significant input has been considered in measuring fair value. There was no impact from the adoption of this standard.

PS 3280 Asset Retirement Obligations:

On January 1, 2022, the Municipality adopted Public Accounting Standard PS 3280 *Asset Retirement Obligations*. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The new accounting standard has resulted in a withdrawal of the existing Section PS 3270 *Solid Waste Landfill Closure and Post-Closure Liability*. The standard was adopted on the modified retrospective basis at the date of adoption. Under the modified retrospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard.

The Municipality removed the landfill liability that had been recognized to date and recognized an asset retirement obligation upon adoption of PS 3280 on January 1, 2022, using the modified retrospective method. The liability represents the required closure and post-closure care for the landfill site owned by the Municipality. The liability is measured as of the date of purchase of the site, when the liability was assumed. As of the date of adoption of the standard, the relevant discount rate is 3% per annum.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

2. Change In Accounting Policy - Adoption of New Accounting Standards (continued):

PS 3280 *Asset Retirement Obligations* (continued):

On January 1, 2022, the Municipality recognized an additional asset retirement obligation relating to a buildings owned by the Municipality that may contain asbestos. The buildings were originally purchased at various dates from 1968 to 2005, and the liability was measured as of the date of purchase of the buildings when the liability was assumed. The buildings have an expected useful life of between 10 and 50 years, and the estimate has not been changed since purchase.

In accordance with the provisions of this new standard, the Municipality reflected the following adjustments at January 1, 2022:

	As Previously Reported	Adjustments	As Restated
Consolidated Statement of Financial Position			
Tangible capital assets - net	\$ 5,464,370	\$ 19,758	\$ 5,484,128
Asset retirement obligations liability	112,766	25,552	138,318
Accumulated surplus	7,188,222	(5,794)	7,182,428
Consolidated Statements of Operations and Accumulated Surplus			
Total expenses	2,883,561	6,903	2,890,464
Annual surplus	373,231	(6,903)	366,328
Accumulated surplus, beginning of year	6,814,991	1,109	6,816,100
Consolidated Statement of Change in Net Financial Assets			
Annual surplus	373,231	(6,903)	366,328
Shared services tangible capital asset transfer - net	(4,313)	(881)	(5,194)
Amortization of tangible capital assets	361,292	1,099	362,391
Increase (decrease) in net financial assets	12,720	(6,685)	6,035
Net financial assets, beginning of year	1,499,713	(18,867)	1,480,846
Consolidated Statement of Cash Flows			
Annual surplus	373,231	(6,903)	366,328
Amortization of tangible capital assets	361,292	1,099	362,391
Accretion expense on ARO liability	—	5,804	5,804
Change in ARO liability excluding accretion and settlements	(26,872)	881	(25,991)
Shared services tangible capital asset transfer - net	(4,313)	(881)	(5,194)

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

3. Contribution of Unconsolidated Joint Boards:

Further to Note 1(a)(ii), the following contributions were made by the Township to these boards:

	2023	2022
District of Parry Sound Social Services Administration Board	\$ 84,941	\$ 82,023
North Bay Parry Sound District Health Unit	20,687	20,405
District of Parry Sound (East) Home for the Aged	66,254	63,914
	<u>\$ 171,882</u>	<u>\$ 166,342</u>

The Township is contingently liable for its share, if any, of the accumulated deficits as at the end of the year for these boards. The Township's share of the accumulated surpluses (or deficits) of these boards has not been determined at this time.

The Township is also contingently liable for its share, if any, of the long-term liabilities issued by other municipalities for these boards. The Township's share of these long-term liabilities has not been determined at this time.

4. Transactions on behalf of others:

- (a) During the year, \$296,902 of taxation was collected on behalf of school boards (2022 - \$293,289).
- (b) The Township administers care and maintenance trust funds totalling \$18,165 (2022 - 16,135) which are funded by the sale of cemetery interment rights and markers. These funds are invested, and earnings derived therefrom are used to perform maintenance at the Township's cemetery. The trust funds are not included in these consolidated financial statements, as they are being held in trust for the benefit of others.

5. Cash:

Cash is comprised of:

	2023	2022
Unrestricted cash	\$ 2,295,965	\$ 2,542,290
Restricted cash	471,606	373,676
	<u>\$ 2,767,571</u>	<u>\$ 2,915,966</u>

Federal and Provincial legislation restricts how restricted cash related to obligatory reserve funds, reported in Note 9, may be used.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

6. Investments:

Investments are comprised of guaranteed investment certificates bearing interest at 1.6% and maturing between May 15, 2024, and June 30, 2024.

7. Taxes receivable:

Taxes receivables are comprised of the following:

	2023	2022
Taxes receivable	\$ 282,328	\$ 210,270
Valuation allowance	(2,000)	(2,000)
	<u>\$ 280,328</u>	<u>\$ 208,270</u>

8. Deferred revenue:

Details of the deferred revenue reported on the Consolidated Statement of Financial Position are as follows:

	2023	2022
Balance, beginning of year:		
Ontario Cannabis Legalization Implementation Fund	\$ 20,000	\$ 20,000
Northern Ontario Resource Development Support (NORDS)	54,487	–
Other deferred revenue	33,219	–
	<u>107,706</u>	<u>20,000</u>
Received during the year:		
Northern Ontario Resource Development Support (NORDS)	71,938	145,393
Other funding	–	34,430
Interest earned	2,408	783
	<u>74,346</u>	<u>180,606</u>
Recognized in revenue during the year	(61,885)	(92,900)
Refunded in the year	(22,849)	–
	<u>\$ 97,318</u>	<u>\$ 107,706</u>
Balance, end of year		
Ontario Cannabis Legalization Implementation Fund	\$ 20,000	\$ 20,000
Northern Ontario Resource Development Support (NORDS)	72,475	54,487
Other deferred revenue	4,843	33,219
	<u>\$ 97,318</u>	<u>\$ 107,706</u>

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

9. Deferred revenue – obligatory reserve funds:

The Township receives payments in lieu of parkland under the Planning Act, building permit revenue under the Building Code Act, Canada Community-Building (previously Gas Tax) funding and provincial Main Street revitalization funding under agreements with the Association of Municipalities of Ontario, and Ontario Community Infrastructure Fund funding under an agreement with the Ministry of Infrastructure. Legislation restricts how these funds may be used, and under certain circumstances, how these funds may be refunded.

In the case of payments in lieu of parkland, revenue recognition occurs when the Township has approved eligible expenditures for park and other public recreation purposes. Building permit revenue is recognized when applicable building expenditures are incurred. Canada Community-Building, Main Street revitalization and Ontario Community Infrastructure Fund revenue recognition occurs when the Township has approved the expenditures for eligible operating expenditures and capital works.

Details of the deferred revenue-obligatory reserve funds reported on the Consolidated Statement of Financial Position are as follows:

	2023	2022
Balance, beginning of year:		
Recreational land (the Planning Act)	\$ 181,984	\$ 149,319
Building Code Act	113,314	88,597
Canada Community-Building Fund	6,328	30,330
Ontario Community Infrastructure Fund	72,050	52,360
	373,676	320,606
Received during the year:		
Recreational land (the Planning Act)	30,870	37,850
Building Code Act	26,793	24,717
Canada Community-Building Fund	42,890	41,103
Ontario Community Infrastructure Fund	100,000	100,000
Interest earned	23,109	10,826
	223,662	214,496
Recognized in revenue during the year	(125,732)	(161,426)
Balance, end of year	\$ 471,606	\$ 373,676
Recreational land (the Planning Act)	\$ 202,945	\$ 181,984
Building Code Act	140,107	113,314
Canada Community-Building Fund	51,178	6,328
Ontario Community Infrastructure Fund	77,376	72,050
	\$ 471,606	\$ 373,676

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

10. Municipal debt:

- a) The balance of the municipal debt reported on the Consolidated Statement of Financial Position is made up of the following:

	2023	2022
Ontario Infrastructure and Lands Corporation serial debenture, due February 2025, repayable in monthly payments of \$3,296 plus interest calculated at 1.98%. As security the Township has pledged future Provincial funding.	\$ 46,142	\$ 85,692
Ontario Infrastructure and Lands Corporation serial debenture, due June 2026, repayable in semi-annual payments of \$8,770 plus interest calculated at 2.27%. As security, the Township has pledged future Provincial funding.	43,850	61,390
Ontario Infrastructure and Lands Corporation amortizing debenture due November 2026, repayable in semi-annual payments of \$27,687 including interest calculated at 1.61%. As security the Township has pledged future Provincial funding.	161,543	213,686
Proportionate share of Fire Department Ontario Infrastructure and Lands Corporation amortizing debenture, due July 2028, repayable in semi-annual payments of \$15,703 including interest calculated at 2.97%. Secured by future Provincial funding.	34,146	40,392
	\$ 285,681	\$ 401,160

- b) Future estimated principal and interest payments on the municipal debt are as follows:

Year	Principal	Interest
2024	\$ 116,510	\$ 4,810
2025	84,600	2,820
2026	70,306	1,337
2027	7,027	372
2028	7,238	162
	\$ 285,681	\$ 9,501

- c) Total charges for municipal debt which are reported in the financial statements are as follows:

	2023	2022
Principal payments	\$ 115,497	\$ 114,468
Interest	6,970	8,987
	\$ 122,467	\$ 123,455

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

11. Asset retirement obligations:

The Municipality has recorded asset retirement obligations with respect to its landfill closure and post-closure care requirements, which have been defined in accordance with industry standards and include final cover and landscaping of the landfill site, management of groundwater and leachates, and ongoing environmental monitoring and site inspection.

In the past, the Municipality reported its obligations related to landfill closure and post-closure care requirements in accordance with PS 3270 Solid Waste Landfill Closure and Post-Closure Liability. Under this standard, estimated expenditures related to the closure and subsequent maintenance of a landfill site were recognized in the financial statements over the operating life of the site.

New standard PS 3280 Asset Retirement Obligations (ARO) requires the recognition of the liability in full when the legal obligation arose. The liability is initially recorded at the estimated present value of future cash flows for closure and post-closure costs, and subsequently adjusted as the result of revisions to the estimated cost of the obligation (arising from a change in cost, timing, inflation, discount rate, or change in the legal obligation), for accretion of the discounted liability and for activities that occurred to settle all or part of the obligation. When initially recording this obligation, the estimated present value of future cash flows for closure and post-closure costs for active sites are capitalized to the carrying amount of the associated assets, and amortized over the operating life of the site, on the same basis of the amortization for the land improvements included in note 1 e).

Subsequent revisions to the estimated cost are also capitalized and amortized as part of the asset. When a site becomes inactive, the related assets are derecognized. For both active and inactive sites, accretion of the discounted liability due to the passage of time is recorded as an in-year expense.

The Township of Armour, the Village of Burk's Falls and the Township of Ryerson jointly operate a landfill site through the TRI R Committee. The site is comprised of the original, inactive, site area with a capacity of 58,000 cubic metres, and an additional 27,700 capacity area, approved in March 2017, that is currently active. The liability for both the inactive and active areas represents the total discounted future cash flows for closure and post-closure care using an estimated long-term borrowing rate of 4.14% (2022 - 4.38%) and inflation rate of 2.6% (2022 - 2.4%). The estimated remaining capacity of the site is approximately 13,509 (2022 - 14,734) cubic metres, estimated to be filled in 11 years (2022 - 12 years). Post-closure care is estimated to be required for a period of 25 years.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

11. Asset retirement obligations (continued):

In 2023, the Municipality adopted the new standard on a modified retroactive basis and has restated the amounts previously recorded for the asset retirement obligation associated with the landfill. The continuity of the asset retirement obligation for the site is shown below:

	2023	2022
Balance, beginning of year – as previously reported	\$ 112,766	\$ 139,638
Adjustment due to change in accounting policy	25,552	19,748
Increase (decrease) in liability reflecting changes in the estimated cash flows, inflation and discount rate	20,746	(33,029)
Increase in liability due to accretion (the passage of time)	6,328	5,804
Increase in liability due to change in Municipality's proportionate share	1,940	6,157
	<u>\$ 167,332</u>	<u>\$ 138,318</u>

The Municipality has reserves of \$150,681 (2022 - \$142,728) related to the TRI R operations that could be used to fund this obligation.

12. Contractual obligations:

In conjunction with the Municipal Corporation of the Township of Armour and the Corporation of the Municipality of the Village of Burk's Falls, in 2022 the Municipality contracted Carrier Emergency Vehicles to provide a pumper truck for the Burk's Falls and District Fire Department at a cost of \$711,850, inclusive of 13% HST. The truck was delivered in January 2024.

13. Contingencies:

The Township is involved from time to time in litigation, which arises in the normal course of business. With respect to outstanding claims, the Township believes that insurance coverage is adequate, and that no material exposure exists on the eventual settlement of such litigation. Therefore, no provision has been made in the accompanying financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements

Year ended December 31, 2023

14. Tangible capital assets:

Cost	Balance at December 31, 2022	Additions and betterments	Shared services assets - redistribution	Disposals and writedown	Balance at December 31, 2023
	(Restated - note 2)				
Land and land improvements	\$ 593,817	\$ 6,839	\$ (1,718)	\$ -	\$ 598,938
Building and leasehold improvements	1,557,108	-	182	(4,760)	1,552,530
Machinery and equipment	500,523	54,811	2,143	(16,123)	541,354
Vehicles	1,751,897	306,271	(469)	(181,335)	1,876,364
Roads and bridges	8,337,485	209,673	-	(73,617)	8,473,541
Construction in progress	53,197	-	-	-	53,197
Total	\$ 12,794,027	577,594	138	\$ (275,835)	\$ 13,095,924

Accumulated Amortization	Balance at December 31, 2022	Annual amortization	Shared services accumulated amortization redistribution	Amortization disposals	Balance at December 31, 2023
	(Restated - note 2)				
Land and land improvements	\$ 172,397	\$ 8,786	\$ 557	\$ (4,760)	\$ 176,980
Building and leasehold improvements	639,622	38,878	40	(10,031)	668,509
Machinery and equipment	286,513	33,884	1,107	(181,334)	140,170
Vehicles	733,085	105,868	(146)	(62,730)	776,077
Roads and bridges	5,478,282	205,786	-	-	5,684,068
Construction in progress	-	-	-	-	-
Total	\$ 7,309,899	\$ 393,202	\$ 1,558	\$ (258,855)	\$ 7,445,804

	Net book value, December 31, 2022	Net book value, December 31, 2023
	(Restated - note 2)	
Land and land improvements	\$ 421,420	\$ 421,958
Building and leasehold improvements	917,486	884,021
Machinery and equipment	214,010	401,184
Vehicles	1,018,812	1,100,287
Roads and bridges	2,859,203	2,789,473
Construction in progress	53,197	53,197
Total	\$ 5,484,128	\$ 5,650,120

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements

Year ended December 31, 2023

14. Tangible capital assets (continued):

Cost	Balance at December 31, 2021	Additions and betterments	Shared services assets - redistribution	Disposals and writedown	Balance at December 31, 2022
					(Restated - note 2)
Land and land improvements	\$ 580,735	\$ 5,825	\$ 7,257	\$ -	\$ 593,817
Building and leasehold improvements	1,544,371	14,694	538	(2,495)	1,557,108
Machinery and equipment	474,143	47,482	4,519	(25,621)	500,523
Vehicles	1,521,706	345,948	-	(115,757)	1,751,897
Roads and bridges	8,325,325	253,050	-	(240,890)	8,337,485
Construction in progress	52,746	451	-	-	53,197
Total	\$ 12,499,026	667,450	12,314	\$ (384,763)	\$ 12,794,027

Accumulated Amortization	Balance at December 31, 2021	Annual amortization	Shared services accumulated amortization redistribution	Amortization disposals	Balance at December 31, 2022
					(Restated - note 2)
Land and land improvements	\$ 159,384	\$ 8,031	\$ 4,982	\$ -	\$ 172,397
Building and leasehold improvements	603,037	38,976	104	(2,495)	639,622
Machinery and equipment	279,784	30,255	2,034	(25,560)	286,513
Vehicles	759,318	89,524	-	(115,757)	733,085
Roads and bridges	5,512,718	195,605	-	(230,041)	5,478,282
Construction in progress	-	-	-	-	-
Total	\$ 7,314,241	\$ 362,391	\$ 7,120	\$ (373,853)	\$ 7,309,899

	Net book value, December 31, 2021	Net book value, December 31, 2022
		(Restated - note 2)
Land and land improvements	\$ 421,351	\$ 421,420
Building and leasehold improvements	941,334	917,486
Machinery and equipment	194,359	214,010
Vehicles	762,388	1,018,812
Roads and bridges	2,812,607	2,859,203
Construction in progress	52,746	53,197
Total	\$ 5,184,785	\$ 5,484,128

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

15. Accumulated surplus:

The 2023 continuity of accumulated surplus reported on the Consolidated Statement of Financial Position is as follows:

	Balance Beginning of Year	Annual Surplus (Deficit)	Balance End of Year
	(Restated - Note 2)		
RESERVES AND RESERVE FUNDS:			
Working funds	\$ 421,562	\$ 241,558	\$ 663,120
Capital funds	562,898	—	562,898
Election	—	3,500	3,500
Fire	107,025	37,443	144,468
Roads	546,886	97,800	644,686
Waste disposal and recycling	142,728	7,953	150,681
JBC	10,381	4,800	15,181
COVID-19	8,737	(8,737)	—
Hospital	40,000	20,000	60,000
Cemetery	5,176	(500)	4,676
Arena	48,957	(4,417)	44,540
Library	15,943	3,537	19,480
Fire Department	723	—	723
	1,911,016	402,937	2,313,953
OTHER:			
Consolidated tangible capital assets	5,484,128	165,992	5,650,120
General operating surplus -			
Municipality	343,074	(196,651)	146,423
Library	1,080	706	1,786
ACED	9,392	(9,392)	—
Unfunded amounts -			
Long-term debt	(401,160)	115,479	(285,681)
Employee benefits payable	(26,784)	6,740	(20,044)
Asset retirement obligations	(138,318)	(29,014)	(167,332)
	\$ 7,182,428	\$ 456,797	\$ 7,639,225

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

16. Segment disclosures and expenses by object:

The Township and its Boards and Committees provide a wide range of services to its citizens. The schedule of segment disclosure provides a breakdown of the annual surplus (deficit) reported on the Consolidated Statement of Operations by major reporting segment. The segments correspond to the major functional categories used in the Township's Financial Information Return, which include the following activities:

General Government

This segment includes Council, Clerk's Department, and Treasury. This area supports the operating departments in implementing priorities of Council and provides strategic leadership on issues relating to governance, strategic planning and service delivery.

Protection to Persons and Property

This segment includes fire, police, building inspection, and bylaw enforcement. Police services are provided by the Ontario Provincial Police under contract.

Transportation Services

Transportation services include roadway systems and winter control.

Environmental Services

This segment includes solid waste management.

Health Services

This segment includes cemeteries, ambulance services as well as payments to the district health unit.

Social and Family Services

This segment consists primarily of payments made to the district social services administration board and home for the aged for the provision of social services such as childcare, social housing, general assistance and assistance to the elderly.

Recreation and Culture

This segment includes parks, recreation programs, recreation facilities, library services and cultural services such as museums.

Planning and Development

This segment includes activities related to planning, zoning and economic development.

Unallocated Amounts

Items are recorded as unallocated amounts when there is no reasonable basis for allocating them to a segment. Major items included in this category are property taxation and related penalty and interest charges, and unconditional grants such as the Township's annual Ontario Municipal Partnership Fund grant.

In the preparation of segmented financial information, some allocation of expenses is made. This generally includes charges of administrative time to specific segments.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements

Year ended December 31, 2023

16. Segment disclosures and expenses by object (continued):

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	Unallocated Amounts	2023
Revenues:										
Property taxes	\$ -	-	-	-	-	-	-	-	2,345,528	\$ 2,345,528
User charges	4,195	52,166	-	27,183	-	-	49,199	4,150	-	136,893
Government grants:										
Canada	327	-	-	-	-	-	899	12,620	-	13,846
Ontario	11,571	5,178	159,779	23,646	-	-	3,481	6,750	348,600	559,005
Other municipalities	-	2,414	-	-	-	-	824	-	-	3,238
Shared services opening surplus redistribution	-	-	-	-	-	-	-	-	-	-
Gain (loss) on disposal of capital assets	(3,050)	-	(1,652)	(650)	-	-	(1,993)	-	-	(7,345)
Other	-	7,704	16,917	3,899	1,657	-	34,089	-	212,717	276,983
	13,043	67,462	175,044	54,078	1,657	-	86,499	23,520	2,906,845	3,328,148
Expenses:										
Salaries, wages and benefits	423,048	129,182	429,492	110,565	985	-	110,413	26,886	-	1,230,571
Long-term debt charges	-	1,069	5,721	-	-	-	-	-	-	6,790
Materials	84,548	34,911	391,970	21,772	81	-	74,561	3,905	-	611,748
Contracted services	83,580	174,494	13,464	45,909	68,829	-	14,916	12,689	-	413,881
Rents and financial expenses	1,565	1,998	-	3,070	-	-	2,915	-	-	9,548
Restructuring net revenue	-	-	-	-	-	-	-	7,355	-	7,355
External transfers	3,747	-	-	-	36,986	151,195	-	-	-	191,928
Interfunctional adjustments	(2,000)	2,000	-	-	-	-	-	-	-	-
Amortization of tangible capital assets	11,253	17,153	328,309	9,967	202	-	26,141	177	-	393,202
Accretion of ARO liability	-	-	-	6,328	-	-	-	-	-	6,328
	605,741	360,807	1,168,956	197,611	107,083	151,195	228,946	51,012	-	2,871,351
Annual surplus (deficit)	\$ (592,698)	(293,345)	(993,912)	(143,533)	(105,426)	(151,195)	(142,447)	(27,492)	2,906,845	\$ 456,797

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements

Year ended December 31, 2023

16. Segment disclosures and expenses by object (continued):

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	Unallocated Amounts	2022 (Restated - note 2)
Revenues:										
Property taxes	\$ -	-	-	-	-	-	-	-	2,215,728	\$ 2,215,728
User charges	7,680	43,671	-	27,951	-	-	31,247	14,650	-	125,199
Government grants:										
Canada	2,345	-	66,532	-	-	-	99	19,749	-	88,725
Ontario	28,001	1,738	176,142	21,785	-	-	3,850	4,090	350,600	586,206
Other municipalities	-	2,501	-	-	-	-	578	-	-	3,079
Restructuring net revenue	-	-	-	-	-	-	-	2,600	-	2,600
Shared services opening surplus redistribution	-	-	-	-	-	-	-	-	-	-
Gain on disposal of capital assets	-	5,083	3,027	-	-	-	971	-	-	9,081
Other	7,962	3,112	12,042	49,507	558	-	16,668	-	136,325	226,174
	45,988	56,105	257,743	99,243	558	-	53,413	41,089	2,702,653	3,256,792
Expenses:										
Salaries, wages and benefits	470,144	108,735	377,065	88,639	7,429	-	91,800	23,556	-	1,167,368
Long-term debt charges	-	1,253	7,734	-	-	-	-	-	-	8,987
Materials	80,747	39,985	466,693	40,862	3,673	-	71,528	3,644	-	707,132
Contracted services	142,956	174,966	12,443	28,655	65,695	-	15,200	6,517	-	446,432
Rents and financial expenses	1,728	1,913	2,806	7,869	-	-	3,748	8	-	18,072
External transfers	4,184	-	-	-	24,157	145,937	-	-	-	174,278
Interfunctional adjustments	(2,000)	2,000	-	-	-	-	-	-	-	-
Amortization of tangible capital assets	11,014	15,636	301,378	9,028	202	-	24,966	167	-	362,391
Accretion of ARO liability	-	-	-	5,804	-	-	-	-	-	5,804
	708,773	344,488	1,168,119	180,857	101,156	145,937	207,242	33,892	-	2,890,464
Annual surplus (deficit)	\$ (662,785)	(288,383)	(910,376)	(81,614)	(100,598)	(145,937)	(153,829)	7,197	2,702,653	\$ 366,328

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

17. Budget information:

The budget adopted for the current year was prepared on a modified accrual basis and has been restated to conform with the accounting and reporting standards applicable to the actual results. A reconciliation of the adopted and reported budgets is presented below.

	Budget
Adopted budget:	
Decrease in general municipal operating surplus	\$ (343,075)
Increase in reserves and reserves funds	90,149
Decrease in joint board general operating surplus	(7,424)
Adjustments:	
Acquisition of tangible capital assets	700,165
Amortization of tangible capital assets	(393,202)
Accretion of asset retirement obligations	(6,328)
Proceeds from disposal of tangible and capital assets	(9,200)
Debt principal repayments	115,479
Annual surplus	\$ 146,564

18. Pension agreements:

The Township makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pensions benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2022. The results of this valuation disclosed total going concern actuarial liabilities of \$136,185 million (2022 - \$130,306 million) in respect of benefits accrued for service with total going concern actuarial assets at that date of \$131,983 million (2022 - \$123,628 million) indicating a going concern actuarial deficit of \$4,202 million (2022 - \$6,678 million). Because OMERS is a multi-employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Township does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for 2023 was \$79,686 (2022 - \$77,615) for current service and is included as an expense on the Consolidated Statement of Operations and Accumulated Surplus.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

19. Financial Instruments:

(a) Risks arising from financial instruments and risk management:

The Municipality is exposed to various risks through its financial instruments.

(b) Credit risk:

Credit risk is the risk of financial loss to the Municipality if a debtor fails to honour its contractual obligations. The Municipality is exposed to this risk as a result of its cash, investments and accounts receivable. The carrying amounts of these financial assets on the Consolidated Statement of Financial Position represent the maximum credit risk of the Municipality as at the reporting date.

The Municipality holds its cash and investments with a federally regulated chartered bank and a provincially regulated credit union who are insured, respectively, by the Canadian Deposit Insurance Corporation ("CDIC") and the Financial Services Regulatory Authority of Ontario ("FSRA"). The CDIC insurance is up to \$100,000 per deposit account and the FSRA insurance is up to \$250,000 in aggregate.

Accounts receivable are primarily due from other levels of government. Credit risk is mitigated by the financial solvency of the governments. The amounts outstanding at year-end were as follows:

2023	Current	Past Due	Indeterminate Due Date	Total
Federal	\$ 62,630	\$ –	\$ –	\$ 62,630
Provincial	6,587	–	–	6,587
Other municipalities	15,436	–	7,605	23,041
Other	11,370	9,122	789	21,281
Net receivable	\$ 96,023	\$ 9,122	\$ 8,394	\$ 113,539

2022	Current	Past Due	Indeterminate Due Date	Total
Federal	\$ 122,051	\$ –	\$ –	\$ 122,051
Provincial	27,891	–	–	27,891
Other municipalities	9,279	–	13,817	23,096
Other	38,305	5,084	947	44,336
Net receivable	\$ 197,526	\$ 5,084	\$ 14,764	\$ 217,374

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

19. Financial instruments (continued):

There have been no significant changes from the previous year in exposure to credit risk or policies, procedures and methods used to measure the risk.

(c) Liquidity risk:

Liquidity risk is the risk that the Municipality will not be able to meet its financial obligations as they become due. The Municipality is exposed to this risk with respect to its accounts payable and accrued liabilities and long-term debt. The Municipality maintains sufficient cash balances to meet its obligations, and does not believe it is subject to significant liquidity risk.

The table below sets out the payable dates of the Municipality's accounts payable and accrued liabilities. This includes planning-related accounts which have an indeterminate payable date as they are settled when the related planning application has been finalized. The long-term debt repayment schedule is disclosed in Note 10.

2023					
	Within 6 months	6 months to 1 year	1 to 5 years	Indeterminate payable date	TOTAL
Accounts payable and accrued liabilities	\$ 127,121	\$ 141,114	\$ -	\$ 87,752	\$ 355,987
Long term debts	58,125	58,384	169,172	-	285,681
2022					
	Within 6 months	6 months to 1 year	1 to 5 years	Indeterminate payable date	TOTAL
Accounts payable and accrued liabilities	\$ 684,633	\$ 81,893	\$ -	\$ 75,937	\$ 842,463
Long term debts	57,612	57,867	278,443	7,238	401,160

There have been no significant changes from the previous year in exposure to liquidity risk or policies, procedures and methods used to measure the risk.

(d) Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate as a result of market factors. Market factors include three types of risk: currency risk, interest rate risk and equity risk. The Municipality is not exposed to significant currency or equity risk as it does not transact materially in foreign currency or hold equity financial instruments. It is primarily exposed to interest rate risk.

Interest rate risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Municipality is exposed to interest rate risk on its interest-bearing investments and long-term debt. Fixed-rate instruments subject the Municipality to a fair value risk.

There have been no significant changes from the prior year in exposure to market risk or the policies, procedures and methods used to measure the risk.

THE CORPORATION OF THE TOWNSHIP OF RYERSON

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

20. Comparative information:

Certain prior year information presented for comparative purposes have been reclassified to conform to the presentation adopted for the current year.

DRAFT

Financial Statements of

**THE CORPORATION OF THE
TOWNSHIP OF RYERSON
TRUST FUNDS**

Year ended December 31, 2023

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Table of Contents

Year ended December 31, 2023

	Page
Management's Responsibility for the Financial Statements	
Independent Auditor's Report	
Financial Statements:	
Statement of Financial Position	1
Statement of Operations and Accumulated Surplus	2
Statement of Changes in Net Financial Assets	3
Statement of Cash Flows	4
Notes to Financial Statements	5

Management's Responsibility for the Financial Statements

The accompanying financial statements of The Corporation of the Township of Ryerson Trust Funds (the "Trust") are the responsibility of the Corporation of the Township of Ryerson's (the "Township") management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Township's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Council meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the Township. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Township's financial statements.

Mayor

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the
The Corporation of the Township of Ryerson

Opinion

We have audited the financial statements of The Corporation of the Township of Ryerson Trust Funds (the "Trust"), which comprise:

- the statement of financial position as at end of December 31, 2023
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and note to the financial statements, including a summary of significant accounting policies.(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Trust as at December 31, 2023, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the Trust in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Trust or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Trust's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

Date

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
Financial assets		
Cash and cash equivalents	\$ 18,210	\$ 16,180
Financial liabilities		
Accounts payable and accrued liabilities	45	45
Net financial assets and accumulated surplus	\$ 18,165	\$ 16,135

The accompanying note is an integral part of these financial statements.

On behalf of Council:

_____ Mayor

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Revenue:		
Capital receipts	\$ 2,030	\$ 290
Annual surplus	2,030	290
Accumulated surplus, beginning of year	16,135	15,845
Accumulated surplus, end of year	\$ 18,165	\$ 16,135

The accompanying note is an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Statement of Change in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Annual surplus	\$ 2,030	\$ 290
Net financial assets, beginning of the year	16,135	15,845
Net financial assets, end of the year	\$ 18,165	\$ 16,135

The accompanying note is an integral part of these financial statements.

DRAFT

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 2,030	\$ 290
Net change in cash and cash equivalents	2,030	290
Cash and cash equivalents, beginning of year	16,180	15,890
Cash and cash equivalents, end of year	\$ 18,210	\$ 16,180

The accompanying note is an integral part of these financial statements.

THE CORPORATION OF THE TOWNSHIP OF RYERSON TRUST FUNDS

Note to Financial Statements

Year ended December 31, 2023

The care and maintenance fund administered by the Corporation of the Township of Ryerson (the "Township") is funded by the sale of cemetery interment rights and markers. These funds are invested, and earnings derived therefrom can be used to perform maintenance at the Township's cemetery. The operations and investments of the fund are undertaken by the Township in accordance with the regulations of the Funeral, Burial and Cremation Services Act, 2002.

1. Significant accounting policies:

Significant aspects of the accounting policies by the Trust are as follows:

(a) Reporting entity:

The financial statements reflect the assets, liabilities, revenue and expenses of the Township's trust funds. The Township's assets, liabilities, revenue and expenses are reported separately in the Township's consolidated financial statements. These financial statements are prepared in accordance with the Canadian Public Sector Accounting Standards.

(b) Basis of accounting:

Sources of revenue and expenses are reported on the accrual basis of accounting. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(c) Cash and cash equivalents:

Cash and cash equivalents include balances held at financial institutions and short-term deposits with original maturities of three months or less.

(d) Use of estimates:

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates.

(e) Revenue recognition:

Capital receipts are recognized when the services are performed or goods are delivered, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and fees are fixed or determinable. Amounts received for future services are deferred until the service is provided.

Financial Statements of

**BURK'S FALLS AND
DISTRICT FIRE
DEPARTMENT**

Year ended December 31, 2023

DRAFT

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Table of Contents

Year ended December 31, 2023

	Page
Management's Responsibility for the Financial Statements	
Independent Auditor's Report	
Financial Statements:	
Statement of Financial Position	1
Statement of Operations and Accumulated Surplus	2
Statement of Changes in Net Financial Assets	3
Statement of Cash Flows	4
Notes to Financial Statements	5

Management's Responsibility for the Financial Statements

The accompanying financial statements of The Burk's Falls and District Fire Department (the "Organization") are the responsibility of the Organization's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Organization's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

Council meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the Organization. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Organization's financial statements.

Mayor

INDEPENDENT AUDITOR'S REPORT

To the Members of Council, Inhabitants and Ratepayers of the
The Corporation of the Township of Ryerson

Opinion

We have audited the financial statements of The Burk's Falls and District Fire Department (the "Organization"), which comprise:

- the statement of financial position as at end of December 31, 2023
- the statement of operations and accumulated surplus for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2023, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Page 3

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada

Date

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022
Financial assets:		
Accounts receivable (note 7)	\$ 19,261	\$ 17,503
Financial liabilities:		
Accounts payable and accrued liabilities	19,213	16,682
Accrued interest on long-term debt	1,965	2,325
Long-term debt (note 3)	144,932	171,442
	166,110	190,449
Net debt	(146,849)	(172,946)
Non-financial assets:		
Tangible capital assets (note 4)	535,100	595,524
Accumulated surplus (note 5)	\$ 388,251	\$ 422,578

The accompanying notes are an integral part of these financial statements.

On behalf of Council:

Mayor

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	2023 Budget (note 6)	Actual 2023	Actual 2022
Revenue:			
Municipal contributions:			
Township of Armour	\$ 268,999	\$ 212,755	\$ 328,674
Village of Burk's Falls	160,815	127,190	196,490
Township of Ryerson	132,475	104,776	161,864
Other government transfers	2,700	7,950	3,364
Other	2,400	9,486	20,493
Gain on disposal of capital assets	-	-	21,574
Total revenue	567,389	462,157	732,459
Expenses:			
Salaries, wages and benefits	297,800	284,333	260,675
Interest on long-term debt	4,537	4,537	5,318
Materials and supplies	146,100	119,491	149,896
Contractual services	10,500	16,659	10,093
Rent	3,242	3,242	3,242
Amortization	68,222	68,222	61,884
Total expenses	530,401	496,484	491,108
Annual surplus (deficit)	36,988	(34,327)	241,351
Accumulated surplus, beginning of year	422,578	422,578	181,227
Accumulated surplus, end of year	\$ 459,566	\$ 388,251	\$ 422,578

The accompanying notes are an integral part of these financial statements.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Statement of Change in Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	Budget 2023 (note 6)	Actual 2023	Actual 2022
Annual surplus (deficit)	\$ 36,988	\$ (34,327)	\$ 241,351
Acquisition of tangible capital assets	(78,700)	(7,798)	(279,384)
Amortization of tangible capital assets	68,222	68,222	61,884
Gain on disposal of tangible capital assets	-	-	(21,574)
Proceeds from disposal of tangible capital assets	-	-	21,707
Change in net financial assets	26,510	26,097	23,984
Net debt, beginning of the year	(172,946)	(172,946)	(196,930)
Net debt, end of the year	\$ (146,436)	\$ (146,849)	\$ (172,946)

The accompanying notes are an integral part of these financial statements.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022
Cash provided by (used in):		
Operating activities:		
Annual surplus (deficit)	\$ (34,327)	\$ 241,351
Items not involving cash:		
Amortization of tangible capital assets	68,222	61,884
Gain on disposal of tangible capital assets	-	(21,574)
Change in employee benefits payable	413	1,756
	34,308	283,417
Change in non-cash assets and liabilities:		
Accounts receivable	(1,758)	(201)
Accounts payable and accrued liabilities	2,118	549
Accrued interest on long-term debt	(360)	(348)
Net change in cash from operating activities	34,308	283,417
Capital activities:		
Acquisition of tangible capital assets	(7,798)	(279,384)
Proceeds from disposal of tangible capital assets	-	21,707
Net change in cash from capital activities	(7,798)	(257,677)
Financing activities:		
Debt principal repayments	(26,510)	(25,740)
Net change in cash from financing activities	(26,510)	(25,740)
Net change in cash	-	-
Cash, beginning of year	-	-
Cash, end of year	\$ -	\$ -
Cash flow supplementary information:		
Interest paid	\$ 4,897	\$ 5,666

The accompanying notes are an integral part of these financial statements.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements

Year ended December 31, 2023

The Burk's Falls and District Fire Department (the "Organization") is a joint committee of the Corporation of the Municipality of the Village of Burk's Falls, the Municipal Corporation of the Township of Armour and the Corporation of the Township of Ryerson, who contribute towards the organization in the following proportions: Burk's Falls - 28.60%; Armour - 47.84%; Ryerson - 23.56%.

1. Significant accounting policies:

Significant aspects of the accounting policies by the Organization are as follows:

(a) Basis of accounting:

(i) Accrual basis of accounting:

Revenue and expenses are reported on the accrual basis of accounting. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(ii) Investments:

Investments are recorded at cost plus accrued interest.

(iii) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities but are held for use in the provision of municipal services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(b) Tangible capital assets:

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Tangible capital assets received as donations are recorded at their fair value at the date of receipt, and that fair value is also recorded as revenue. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Estimated Useful Life
Buildings	40 years
Machinery and equipment	10-20 years
Vehicles	5-15 years

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as donations are recorded at their fair value at the date of receipt.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(c) Reserves and reserve funds:

Certain amounts, as approved by the organization, are set aside in reserves and reserve funds for future operating and capital purposes. Balances related to these funds are included in the accumulated surplus of the Statement of Financial Position.

(d) Government transfers:

Government transfers which include the transfers from the joint municipalities are recognized in the financial statements as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the Statement of Operations as the stipulation liabilities are settled.

(e) Pensions and employee benefits:

The organization accounts for its participation in the Ontario Municipal Employee Retirement System (OMERS), a multi-employer public sector pension fund, as a defined contribution plan. Obligations for sick leave benefits and retirement gratuities under employee benefits payable are accrued as the employees render the services necessary to earn the benefits.

(f) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. These estimates and assumptions are based on management's historical experience, best knowledge of current events and actions that the organization may undertake in the future. Significant accounting estimates include estimated useful lives of tangible capital assets and employee benefits payable. Actual results could differ from these estimates.

(g) Asset retirement obligation:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- (i) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (ii) The past transaction or event giving rise to the liability has occurred;
- (iii) It is expected that the future economic benefits will be given up; and
- (iv) A reasonable estimate of the amount can be made.

The liability for closure of operational sites and post-closure care relating to landfill sites has been recognized based on estimated future expenses. An additional liability for the removal of asbestos in one building owned by the Organization has also been recognized based on estimated future expenses on closure of the site and post-closure care.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(g) Asset retirement obligation (continued):

The liability is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The increase to the tangible capital assets is being amortized in accordance with the depreciation accounting policies outlined in note 1 (b).

2. Change in accounting policies:

The Organization adopted the following standards concurrently beginning January 1, 2022 prospectively: PS 1201 *Financial Statement Presentation*, PS 2601 *Foreign Currency Translation*, PS 3041 *Portfolio Investments* and PS 3450 *Financial Instruments*.

PS 1201 *Financial Statement Presentation* replaces PS 1200 *Financial Statement Presentation*. This standard establishes general reporting principles and standards for the disclosure of information in government financial statements. The standard introduces the Statement of Remeasurement Gains and Losses separate from the Statement of Operations. Requirements in PS 2601 *Foreign Currency Translation*, PS 3450 *Financial Instruments*, and PS 3041 *Portfolio Investments*, which are required to be adopted at the same time, can give rise to the presentation of gains and losses as remeasurement gains and losses.

PS 2601 *Foreign Currency Translation* replaces PS 2600 *Foreign Currency Translation*. The standard requires monetary assets and liabilities denominated in a foreign currency and non-monetary items denominated in a foreign currency that are reported as fair value, to be adjusted to reflect the exchange rates in effect at the financial statement date. Unrealized gains and losses arising from foreign currency changes are presented in the new Statement of Remeasurement Gains and Losses. PS 3041 *Portfolio Investments* replaces PS 3040 *Portfolio Investments*. The standard provides revised guidance on accounting for, and presentation and disclosure of, portfolio investments to conform to PS 3450 *Financial Instruments*. The distinction between temporary and portfolio investments has been removed in the new standard, and upon adoption, PS 3030 *Temporary Investments* no longer applies.

PS 3450 *Financial Instruments* establishes accounting and reporting requirements for all types of financial instruments including derivatives. The standard requires fair value measurement of derivatives and portfolio investments in equity instruments that are quoted in an active market. All other financial instruments will generally be measured at cost or amortized cost. Unrealized gains and losses arising from changes in fair value are presented in the Statement of Remeasurement Gains and Losses. A statement of remeasurement gains and losses has not been included as there are no matters to report therein.

Establishing fair value:

The fair value of guarantees and letters of credit are based on fees currently charged for similar agreements or on the estimated cost to terminate them or otherwise settle the obligations with the counterparties at the reported borrowing date.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

2. Change in accounting policies (continued):

Fair value hierarchy:

The following provides an analysis of financial instruments that are measured subsequent to initial recognition at fair value, grouped into Levels 1 to 3 based on the degree to which fair value is observable:

Level 1 - fair value measurements are those derived from quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 - fair value measurements are those derived from inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e., as prices) or indirectly (i.e., derived from prices); and

Level 3 - fair value measurements are those derived from valuation techniques that include inputs for the asset or liability that are not based on observable market data (unobservable inputs).

The fair value hierarchy requires the use of observable market inputs whenever such inputs exist. A financial instrument is classified to the lowest level of the hierarchy for which a significant input has been considered in measuring fair value. There was no impact from the adoption of this standard.

PS 3280 Asset Retirement Obligations:

On January 1, 2022, the Organization adopted Public Accounting Standard PS 3280 *Asset Retirement Obligations*. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The new accounting standard has resulted in a withdrawal of the existing Section PS 3270 *Solid Waste Landfill Closure and Post-Closure Liability*. The standard was adopted on the modified retrospective basis at the date of adoption. Under the modified retrospective method, the discount rate and assumptions used on initial recognition are those as of the date of adoption of the standard.

The Organization removed the landfill liability that had been recognized to date and recognized an asset retirement obligation upon adoption of PS 3280 on January 1, 2022, using the modified retrospective method. The liability represents the required closure and post-closure care for the landfill site owned by the Organization. The liability is measured as of the date of purchase of the site, when the liability was assumed. As of the date of adoption of the standard, the relevant discount rate is 3% per annum.

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

2. Change in accounting policies (continued):PS 3280 *Asset Retirement Obligations* (continued):

On January 1, 2022, the Organization recognized an additional asset retirement obligation relating to a buildings owned by the Organization that may contain asbestos. The buildings were originally purchased at various dates from 1968 to 2005, and the liability was measured as of the date of purchase of the buildings when the liability was assumed. The buildings have an expected useful life of between 10 and 50 years, and the estimate has not been changed since purchase.

3. Long-term debt:

- a) The balance of the long-term debt reported on the Statement of Financial Position is made up of the following:

	2023	2022
Ontario Infrastructure and Lands Corporation amortizing debenture, due July 2028, repayable in semi-annual payments of \$15,703, including interest calculated at 2.97%, secured by future Provincial funding.	\$ 144,932	\$ 171,442

- b) Future estimated principal and interest payments on the municipal debt are as follows:

Year	Principal	Interest
2024	\$ 27,303	\$ 4,103
2025	28,120	3,286
2026	28,961	2,445
2027	29,828	1,578
2028	30,720	686
	\$ 144,932	\$ 12,098

- c) Total charges for municipal debt which are reported in the financial statements are as follows:

	2023	2022
Principal payments	\$ 26,510	\$ 25,740
Interest	4,537	5,318
	\$ 31,047	\$ 31,058

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements

Year ended December 31, 2023

4. Tangible capital assets:

Cost	Balance at December 31, 2022	Additions and betterments	Disposals and writedown	Balance at December 31, 2023
Land	\$ 9,035	\$ -	\$ -	\$ 9,035
Buildings	91,885	-	-	91,885
Machinery and equipment	331,526	7,798	-	339,324
Vehicles	760,228	-	-	760,228
Construction in progress	1,913	-	-	1,913
Total	\$ 1,194,587	7,798	-	\$ 1,202,385
Accumulated Amortization	Balance at December 31, 2022	Annual amortization	Disposals and writedown	Balance at December 31, 2023
Land	\$ -	\$ -	\$ -	\$ -
Buildings	41,753	1,419	-	43,172
Machinery and equipment	114,677	24,593	-	139,270
Vehicles	442,633	42,210	-	484,843
Construction in progress	-	-	-	-
Total	\$ 599,063	\$ 68,222	\$ -	\$ 667,285
	Net book value, December 31, 2022			Net book value, December 31, 2023
Land	\$ 9,035		\$	\$ 9,035
Buildings	50,132			48,713
Machinery and equipment	216,849			200,054
Vehicles	317,595			275,385
Construction in progress	1,913			1,913
Total	\$ 595,524		\$	\$ 535,100

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements

Year ended December 31, 2023

4. Tangible capital assets (continued):

Cost	Balance at December 31, 2021	Additions and betterments	Disposals and writedown	Balance at December 31, 2022
Land	\$ 9,035	\$ -	\$ -	\$ 9,035
Buildings	77,531	14,354	-	91,885
Machinery and equipment	211,530	171,430	(51,434)	331,526
Vehicles	759,452	91,687	(90,911)	760,228
Construction in progress	-	1,913	-	1,913
Total	\$ 1,057,548	279,384	(142,345)	\$ 1,194,587
Accumulated Amortization	Balance at December 31, 2021	Annual amortization	Disposals and writedown	Balance at December 31, 2022
Land	\$ -	\$ -	\$ -	\$ -
Buildings	40,513	1,240	-	41,753
Machinery and equipment	148,283	17,695	(51,301)	114,677
Vehicles	490,595	42,949	(90,911)	442,633
Construction in progress	-	-	-	-
Total	\$ 679,391	\$ 61,884	\$ (142,212)	\$ 599,063
	Net book value, December 31, 2021			Net book value, December 31, 2022
Land	\$ 9,035		\$	\$ 9,035
Buildings	37,018			50,132
Machinery and equipment	63,247			216,849
Vehicles	268,857			317,595
Construction in progress	-			1,913
Total	\$ 378,157		\$	\$ 595,524

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

5. Accumulated surplus:

The 2023 continuity of accumulated surplus reported on the Statement of Financial Position is as follows:

	Balance, Beginning of year	Annual Surplus (Deficit)	Balance, End of Year
Tangible capital assets	\$ 595,524	\$ (60,424)	\$ 535,100
Reserves	3,072	—	3,072
Unfunded employee benefits payable	(4,576)	(413)	(4,989)
Unfunded long-term debt	(171,442)	26,510	(144,932)
	<u>\$ 422,578</u>	<u>\$ (34,327)</u>	<u>\$ 388,251</u>

6. Budget information:

The budget adopted for the current year was prepared on a modified accrual basis and has been restated to conform with the accounting and reporting standards applicable to the actual results. A reconciliation of the adopted and reported budgets is presented below.

	Budget
Adopted budget:	
Change in general operating fund	\$ —
Adjustments:	
Acquisition of tangible capital assets	78,700
Amortization of tangible capital assets	(68,222)
Debt principal repayments	26,510
Annual surplus	<u>\$ 36,988</u>

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

7. Related party transactions:

The related party transactions below are in the normal course of operations and are measured at their exchange amount, which is the amount of consideration established and agreed to by the related parties.

The following table summarizes the organization's related party transactions with its contributing municipalities during the year:

	2023	2022
Municipal contributions:		
Township of Armour	\$ 212,755	\$ 328,674
Village of Burk's Falls	127,190	196,490
Township of Ryerson	104,776	161,864
Expenses:		
Village of Burk's Falls rent	3,242	3,242
At the end of the year, amounts due from contributing municipalities are as follows:		
Township of Ryerson	19,261	17,503

The amounts due from contributing municipalities are reported in accounts receivable on the Statement of Financial Position. These amounts are noninterest bearing, with no specific terms of repayment.

8. Segmented disclosure and expenses by object:

Since the Organization's operations are not considered diverse and operations are managed as one department, no segment disclosure has been provided. In addition, supplementary expenses by object information has been omitted as it would not provide additional meaningful information not readily determinable from the Statement of Operations and Accumulated Surplus.

9. Pension agreements:

The Organization makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pensions benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2023. The results of this valuation disclosed total going concern actuarial liabilities of \$136,185 million (2022 - \$130,306 million) in respect of benefits accrued for service with total going concern actuarial assets at that date of \$131,983 million (2022 - \$123,628 million) indicating a going concern actuarial deficit of \$4,202 million (2022 - \$6,678 million).

BURK'S FALLS AND DISTRICT FIRE DEPARTMENT

Notes to Financial Statements (continued)

Year ended December 31, 2023

9. Pension agreements (continued):

Because OMERS is a multi-employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Organization does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for 2023 was \$14,487 (2022 - \$13,619) for current service and is included as an expense on the Statement of Operations and Accumulated Surplus.

DRAFT



2025 Municipal Insurance Program CORPORATION OF THE TOWNSHIP OF RYERSON

Renewal Report for the Policy Term January 1, 2025 to January 1, 2026

In Partnership with:
Chris Bevan
Partner
Kennedy Insurance Brokers Inc.
160 King Street W
North Bay, ON P1B 5Z7

Submitted by: Intact Public Entities Inc.
Address: 278 Pinebush Rd., Suite 200
Cambridge, ON N1T 1Z6

phone: 1-800-265-4000
email: connectwithus@intactpublicentities.ca

Prepared by:

Jason Gervais, CRM, C.Tech, R.I.B. (Ont.)
Regional Manager

Ref 66300/mm 2 December 2024

Steps you need to take to report a claim:

1. During business hours please **call your broker** (if applicable) or **IPE** at 1-800-265-4000 or email at mail.claims@intactpublicentities.ca.
2. For **legal expense claims** please call **ARAG** at 1-855-953-1434.
3. For **automobile claims** please call IPE at 1-800-265-4000 or email at mail.claims@intactpublicentities.ca.
4. For **cyber incidents** please carefully review your cyber policy to identify the Subscribing Partner and their corresponding claims contact information.
5. **After hours**, please call 1-866-287-4971.

Property Damage

Have you experienced property damage from a storm, flood, or fire? Have you found mould or asbestos? Call **On Side Restoration**, the IPE preferred vendor for your property restoration needs.

ON SIDE
RESTORATION.

in partnership with

[intact] public entities

FIRE | WATER | STORM | MOULD | ASBESTOS

On Side Restoration is Canada's leading property restoration firm with 45+ branches, from Victoria, BC to St. John's Newfoundland and Labrador. For over 45 years, On Side has been restoring damaged homes and businesses 24-hours a day, 365 days a year.

CALL US DAY OR NIGHT

1-888-663-6604
 contactus@onside.ca
www.onside.ca



Update Your Records

Paying Your IPE Insurance Policy

1. If paying electronically, update your payables system if necessary to reflect **IPE as a payee**. Information on adding IPE as a payee can be found with your monthly statement.
2. **Look for IPE**, not Intact Insurance in your payables system – we are separate companies.
3. IPE is a subsidiary of Intact Financial Corporation. Please continue to **submit payment to us** without amalgamating any payments to Intact Insurance.
4. **We have our own payment terms and methods** that may be different than Intact Insurance. We cannot transfer payments between companies if misapplied. Amalgamating payments may result in the accrual of late fees on your account.
5. **Please see your policy for IPE's banking information.**
6. For all **finance inquiries** please email finance@intactpublicentities.ca.

About IPE

IPE is a Canadian leader in providing specialized insurance programs, including risk management and claims services to municipal, public administration and community-based organizations across Canada. Proven industry knowledge, gained through over nine decades of partnering with insurance companies and independent brokers, gives IPE the ability to effectively manage the necessary risk, advisory and claims services for both standard and complex issues. IPE is a wholly-owned subsidiary of Intact Financial Corporation with its head office located in Cambridge, Ontario. For additional information about IPE visit www.intactpublicentities.ca.

IPE is a Managing General Agent (MGA) with the authority to write and service business on behalf of strategic partners who share our commitment and dedication to protecting specialized organizations. Because our partners are long-term participants on our program, they understand the nature of fluctuating market conditions and complex claims and are prepared to stay the course.

IPE is a licence-holder through the Registered Insurance Brokers of Ontario (RIBO) and in multiple jurisdictions across Canada, and as such we are required to disclose our professional duties and obligations to you as a current or potential client. Learn about our principles of conduct, how we are compensated by the insurers we represent, and see our privacy policy by reviewing the following:

[Code of Consumer Rights and Responsibilities](#)

[CISRO Code of Conduct for Insurance Intermediaries and Fact Sheet – About Your Registered Insurance Broker](#)

[Broker Compensation Disclosure](#)

[Our Privacy Promise](#)

Canadian Owned Company With 90+ Years of Continuous Operation

Market Leader

Municipal, Public Administration & Community Services

Municipal market share leader in Ontario with strong representation of municipal, public administration and community-based organizations across Canada.

Innovative

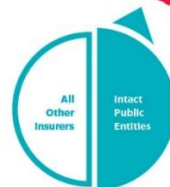
New Products & Services

Cyber Risk Insurance
Fraudulently Induced Transfer
Road Reviews
Fleet Management

In-House

Claims & Risk Management

In-house claims management = faster turn around, single point of contact, specialized expertise in the municipal claims environment.



**Municipal Market Share
Leader in Ontario**



**First Municipal Client
The Village of Ayr, Ontario**

The Advantage of a Managing General Agent

The MGA model is different than a traditional broker/insurer arrangement in that an MGA provides specialized expertise in a specific, niche area of business. As an MGA we also offer clients additional and helpful services in the area of risk management, claims and underwriting. And unlike the reciprocal model, a policy issued by an MGA is a full risk transfer vehicle not subject to retroactive assessments but rather a fixed term and premium.

We invite you to work with a partner who is focused on providing a complete insurance program specific to your organization that includes complimentary value added services that help drive down the cost of claims and innovative first to market products and enhancements. You will receive personalized service and expertise from a full-service, local and in-house team of risk management, claims, marketing and underwriting professionals.

As a trusted business partner, we believe in participating in and advocating for the causes that affect our clients. For this reason, we affiliate with and support key provincial and national associations. In order for IPE to be effective in serving you, we, as an MGA, believe in fully understanding your needs, concerns and direction. Our support is delivered through thought leadership, financial resources, advocacy, services, education and more.

Risk Management Services

We are the leader in specialized risk management and place emphasis on helping your organization develop a solid plan to minimize exposure before potential incidents occur. Risk management is built into our offerings for all clients, fully integrated into every insurance program. Our risk management team is comprised of analysts, inspectors and engineers who use their expertise to help mitigate risk. We do everything we can to minimize your exposure before potential incidents occur. This includes providing education, road reviews, fleet reviews, contract analysis and property inspections.

Claims Management Services

Our in-house team of experts has the depth of knowledge, experience and commitment to manage the complicated details of claims that your organization may experience. You deal with the public often in sensitive instances where serious accusations can be made. Your claims are often long-tail in nature and can take years to settle. Some claims aren't filed until years after the occurrence or accident. You want a team of professionals on your side that will vigorously defend your reputation. We understand your risks and your exposures and have maintained a long-term commitment to understanding the complex issues your organization may face so that we can better service your unique claims requirements.



*Please note that the information contained in this document is proprietary and confidential and is to be used for the sole purpose of determining the successful proponent. Permission must be obtained from Intact Public Entities prior to the release of any information contained herein for any other purpose than evaluating this submission.

Best in Class Value Added Services

Intact Public Entities offers more than just an insurance policy. As a leading MGA specializing in public entities, we provide Canadian municipalities with a complete insurance program. What's the difference? A vested interest in helping you reduce your total cost of risk while providing you with complimentary best in class value-added services that help improve your overall performance.

Advocacy & Municipal Association Support

Intact Public Entities employees are continually recruited to serve on legislative committees and are aware of changes that will be introduced. We can move quickly to help you begin to modify your policies and procedures to maintain regulatory compliance.

Intact Public Entities advocates and supports your public entities across the country.



Risk Management

Asset Valuation and Risk Inspections

Inspections provide you with calculated reconstruction costs for insurance purposes and ensure insurance to value. Inspections also analyze potential areas of harm and provide risk recommendations to reduce the frequency and severity of incidents.

Roads & Sidewalks

Road Risk Assessment

Non-repair of road liability claims are costly to defend, result in high court awards and greatly impact a municipality's cost of risk. To help municipalities minimize exposure to non-repair of road claims, road assessments can be employed to review documentation, compliance with the Ontario Traffic Manual, adequacy of policies and procedures and select road segments.

Sidewalk Services

Our sidewalk consulting services can help to reduce the frequency of falls on your sidewalks.

Driver Trainer

Fleets and individual drivers can receive comprehensive driver training through the use of seminars, tools and guidelines that assist with everything from pre-employment checklists and driver management policies to defensive and cooperative driving education.

Fleet Management Evaluation

Have your municipality's fleet risk management practices evaluated. Topics for review include: management structure with the fleet, areas of operation/travel, driver training/hiring practices and loss control management.

MMS Compliance

Our Minimum Maintenance Standards (MMS) compliance analysis focuses on reviewing your policies/procedures/ documentation and comparing these to the required standards set under the MMS as well as the best practices developed by the Ontario Good Roads Association

Municipal Education

Education & Seminars

Over 10,000 municipal employees from almost every department have received training from Intact Public Entities over the past few years. Training can be provided through customized sessions on the topics of your choosing or be tied to a policy/procedure review or claims review. We can also provide training through a webinar format and record these webinars so your managers can use them at any time to train new staff or as a refresher for existing staff. We have also partnered with Ontario Good Roads Association and the Association of Ontario Road Supervisors to provide technical training on several books of the Ontario Traffic Manual. Every year we offer Regional Training Sessions to larger audiences on topics such as Building Inspection Losses, Fleet Safety, Trails and Cycling on Municipal Roads. We are always interested in hearing from you as to the type of training your municipality requires.

Institute of Municipal Risk Management

Register for courses specific to your role as a Councillor or municipal employee. The Institute is a collaborative initiative with the Association of Ontario Municipalities and features a variety of courses. Content rich material will help participants identify existing and emerging risks; become familiar with laws, statutes and legislation; and understand the importance of risk management protocols relating to a variety of municipal areas such as roads, sidewalks and claims management. Visit municipaleducation.ca for more information or to register.

Reviews & Analysis

Contract Reviews

This complimentary service is among our most popular because a third-party contract review can make a substantial difference. You'll receive valuable feedback and insight from a Paralegal on the suitability and effectiveness of liability provisions and insurance clauses in contracts and agreements.

Policy and Procedural Reviews

Includes an audit of systems and processes to reduce potential losses within your organization. Reviews focus on identifying gaps or inconsistencies between written policies and procedures, operational procedures and current legislation. The review also includes a claims analysis to identify trends, patterns and adherence or its lack of to the written operational policies and procedures.

Online Resource Library - Risk Management Centre of Excellence

You'll receive access to hundreds of relevant and helpful resources and templates designed to provide you with the tools needed to manage municipal risk.

Claims Services

Claims Management Best Practices Framework

Manage claims under your deductible with greater efficiency using our tested claims analytics and measures that are guaranteed to have a positive effect on cost savings. Couple this with strong claims and risk management and your organization will be better prepared to help mitigate and manage future incidents.

In-House Claims Management Services

Your claims will be handled better. We have in-house claims authority – others may not. Why does this matter? You'll experience faster turnaround, one point of contact, reduced frustration, better claims resolution and improved expense management.

Claims History Analysis

Identify the cause of claims and focus on trends and patterns to help eliminate risk sources so as to better identify risk trends and address them with mitigation techniques.

Guidewire ClaimCenter® Claims Management

View the status of claims in addition to data mining capabilities for risk management purposes so as to better identify risk trends and address them with mitigation techniques.

Claims Education

Customized municipal seminars on claims related topics delivered to solve specific risk issues.

Expertise

Canadian municipal claims experience and expertise is important. Our understanding of the complex municipal landscape allows us to better service your unique claims requirements.

Your Insurance Coverage

Important Information

General Information

The premium quoted is based on information provided at the date of this Report (the date is noted on the first page of this report/quotation). Additional changes to information are subject to satisfactory underwriting information and express approval by Intact Public Entities Inc. Changes in information and coverage may also result in premium changes.

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

Wildfire and Flood Exposures

Due to the high risk of wildfires and active floods, Intact Public Entities Inc. is taking a very conservative approach to such exposures/natural disasters. We are currently reviewing all risks to determine if any part of a risk is within 50km of an active wildfire or 15km of an active flood event.

Quoting and Binding Coverage Restrictions

The quote provided is only valid for 60 days. Should you require an extension beyond the 60 days from the date of this report, you must contact an underwriter at Intact Public Entities Inc. for written confirmation that the quotation is still valid.

Coverage quoted cannot be bound unless expressly agreed to in writing by an underwriter at Intact Public Entities. Intact Public Entities Inc. reserves the right to decline to bind coverage.

Your marketing representative can assist in co-ordinating your correspondence with the correct underwriter for the account should you wish a quotation extension or are requesting coverage be bound.

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Casualty

Coverage Description	(\$) *Deductibles	(\$) Limit of Insurance
General Liability (Occurrence Form) <i>Broad Definition of Insured</i>	5,000	15,000,000 Per Occurrence No Aggregate
Voluntary Medical Payments	Nil	50,000 Per Person 50,000 Per Accident
Voluntary Property Damage	Nil	50,000 Per Occurrence 50,000 Annual Aggregate
Voluntary Compensation - Employees	Nil	50,000 Each Person 250,000 Annual Aggregate
Sewer Backup	5,000 Per Claimant	Included
Wrongful Dismissal (Legal Expense – Claims Made)	5,000	500,000 Per Claim 500,000 Aggregate
Forest Fire Expense	Nil	2,000,000 2,000,000 Aggregate
Abuse Liability – Claims Made Form Retroactive date: January 1, 2023	5,000	2,000,000 Per Claim 2,000,000 Aggregate
Errors & Omissions Liability (Claims Made Form)	5,000	15,000,000 Per Claim No Aggregate
Non-Owned Automobile Liability		15,000,000
Legal Liability for Damage to Hired Automobiles	1,000	250,000
Environmental Liability (Claims Made Form)	5,000	5,000,000 Per Claim 5,000,000 Aggregate

*Your deductible may be a Deductible and Reimbursement Clause (including expenses) refer to Policy Wordings

Follow Form – Excess Liability Coverage Description

Coverage Description	(\$) Limit of Insurance
Excess Limit	10,000,000
Underlying Policy	(\$) Underlying Limit
General Liability	15,000,000
Abuse Exclusion Applies	
Errors & Omissions Liability	15,000,000
Non-Owned Automobile	15,000,000
Owned Automobile	15,000,000
Total Limit of Liability (\$)	25,000,000

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Crime

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Employee Dishonesty – Form A (Commercial Blanket Bond)		1,000,000
Loss Inside the Premises (Broad Form Money & Securities)		200,000
Loss Outside the Premises (Broad Form Money & Securities)		200,000
Audit Expense		200,000
Money Orders and Counterfeit Paper Currency		200,000
Forgery or Alteration (Depositors Forgery)		1,000,000
Computer and Transfer Fraud (Including Voice Computer Toll Fraud)		200,000

Accident

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Volunteers Accidental Death & Dismemberment		50,000
Paralysis		100,000
Weekly Income – Total Disability		500
Weekly Income – Partial Disability		250

Conflict of Interest

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Legal Fees Expenses		100,000 Per Claim No Aggregate

Legal Expense (Claims Made)

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Legal Defence Cost		100,000 500,000 Aggregate

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Property

Coverage is on an All Risk Basis unless otherwise specified. Basis of Settlement is Replacement Cost unless otherwise specified. The Deductible is on a Per Occurrence Basis.

Coverage Description	(\$) Deductibles	Basis	(\$) Limit of Insurance
Property of Every Description - Blanket	5,000	RC	6,109,400
Scheduled Items	Refer to Schedule		690,300
Coverage, Deductible and Basis of Settlement as per Schedule			
Property Supplemental Coverage (Included in the Total Sum Insured unless otherwise specified in the wording)			
Building By-laws	5,000		4,500,000
Building Damage by theft	5,000		Included
Debris Removal	5,000		Included
Electronic Computer Systems			
Electronic Computer Hardware and Media	5,000		Included
Electronic Computer Systems Breakdown	5,000		85,000
Electronic Computer Systems – Extra Expense	5,000		50,000
Extra Expense Period of Restoration	5,000		90 Days
Expediting Expense	5,000		Included
Fire or Police Department Service Charges	5,000		Included
First Party Pollution Clean-up	5,000		500,000
Fungi and Spores	5,000		10,000
Furs, Jewellery and Ceremonial Regalia			
Ceremonial Regalia	5,000		Included
Furs and Jewellery	5,000		25,000
Inflation Adjustment	5,000		Included
Live Animals Birds or Fish	5,000		25,000
Newly Acquired Property	5,000		1,000,000
Professional Fees	5,000		Included
Property and Unnamed Locations	5,000		Included

Property Temporarily Removed Including while on Exhibition and during Transit	5,000	Included
Recharge of Fire Protection Equipment Expense	5,000	Included
Sewer Backup and Overflow	5,000	Included
Municipal & Public Administration Extension Endorsement (In Addition to the Total Sum Insured unless specifically scheduled in the wording)		
Accounts Receivable	5,000	500,000
Bridges and Culverts	5,000	50,000
Buildings Owned due to Non Payment of Municipal Taxes	5,000	100,000
Buildings in the Course of Construction Reporting Extension By Laws – Governing Acts	5,000	1,000,000
Consequential Loss Caused by Interruption of Services		
On Premises	5,000	Included
Off Premises	5,000	1,000,000
Cost to Attract Volunteers Following a Loss	5,000	10,000
Docks, Wharves and Piers	5,000	100,000
Errors and Omissions	5,000	Included
Exterior Paved Surfaces	5,000	50,000
Extra Expense	5,000	500,000
Fine Arts		
At Insured's Own Premises	5,000	25,000
On Exhibition	5,000	100,000
Fundraising Expenses	5,000	10,000
Green Extension	5,000	50,000
Growing Plants		
Any One Item	5,000	1,000
Per Occurrence	5,000	100,000
Ingress and Egress	5,000	Included
Leasehold Interest	5,000	25,000
Master Key	5,000	25,000
Peak Season Increase	5,000	25,000
Personal Effects	5,000	25,000
Property of Others	5,000	25,000
Rewards: Arson, Burglary Robbery and Vandalism	5,000	25,000
Signs	5,000	Included
Vacant Property	5,000	1,000,000
Valuable Papers	5,000	500,000

Business Interruption

Rent or Rental Value	5,000	500,000
Profits	5,000	300,000

Additional Endorsements

Virus and Bacteria Exclusion

Earthquake Coverage

Earthquake Coverage	3% Minimum \$100,000	Included
---------------------	-------------------------	----------

Notes Applicable to Earthquake Coverage

1. Earthquake coverage applies to: all property insured unless it is specifically excluded. Specifically excluded property will be shown under **Changes to Your Insurance Program – Property** in this Report.
2. Deductible is applicable to each premises.

Earthquake Aggregate – Applicable to All Provinces	"Total Sum Insured" and "all coverages" as declared to the Insurer at the time of the "earthquake".
--	---

Flood Coverage

Flood Coverage	\$ 50,000	Included
----------------	-----------	----------

Notes Applicable to Flood Coverage

1. Flood coverage applies to: all property insured unless it is specifically excluded. Specifically excluded property will be shown under **Changes to Your Insurance Program – Property** in this Report.
2. Deductible is applicable to each premises.

Flood Aggregate – Applicable to All Provinces	"Total Sum Insured" and "all coverages" as declared to the Insurer at the time of the "flood".
---	--

(\$) Total Amount of Insurance 9,819,700

RC = Replacement Cost ACV = Actual Cash Value VAL = Valued

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Equipment Breakdown (Advantage/BM31)

Coverage Description	(\$) Deductibles / Waiting Period	(\$) Limit of Insurance
Direct Damage	5,000	50,000,000 Per Accident
Extra Expense		500,000
Consequential Damage	10,000	100,000
Expediting Expense		Included
Hazardous Substances		500,000
Ammonia Contamination		500,000
Water Damage		500,000
Professional Fees		500,000
Interruption by Civil Authority		30 days
Errors and Omissions		500,000
Loss of Data		100,000
Selling Price		Included
By-Law Cover		Included
Off Premises Mobile Object		25,000
Brands and Labels		250,000
Environmental "Green" Coverage		250,000
Service Interruption		Included Within 2500 metres
Contingent Business Interruption	24 Hours	25,000
Public Relations Coverage		10,000
Loss of Profits	24 Hours	300,000
Gross Rents	24 Hours	500,000

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Owned Automobile

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Liability		
Bodily Injury		15,000,000
Property Damage		Included
Accident Benefits		As stated in Section 4 of the Policy
Uninsured Automobile		As stated in Section 5 of the Policy

Direct Compensation – Property Damage

*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.

Loss or Damage**

Specified Perils (excluding Collision or Upset)		
Comprehensive (excluding Collision or Upset)		
Collision or Upset		
All Perils	VRS	Included
Endorsements		
Fire Department Vehicles		Included
Notice of Cancellation		90 Days
Replacement Cost		Included
#5 - Permission to Rent or Lease Automobiles and Extending Coverage to Specified Lessee(s)		Included
#20 - Coverage for Transportation Endorsement		900/Occ
#21B - Blanket Fleet Coverage		No Annual Adjustment
#32 - Use of Recreational Vehicle by Unlicensed Operators		Included
#44R - Family Protection Coverage		1,000,000

* This policy contains a partial payment of loss clause.

A deductible applies for each claim except as stated in your policy.

*Please refer to the insurance contract for all limits, terms, conditions and exclusions that apply.

AIG Coverages

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Firefighters' Accidental Death & Dismemberment		150,000
On Duty		Included
24 HR Member & Family Coverage		Included
Number of Fire Fighters Insured		25
Disability Benefit 1 st 4 weeks		\$300
Disability Benefit after 4 weeks		\$500
Councilors Accident		200,000
24 HR coverage		included
Out of Province Medical (15 days including Spouse's Coverage		1,000,000
Number of Councilors		4

CFC Cyber Liability

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Policy Aggregate Limit of Liability including claims & expenses		
Network & Information Security Liability	\$10,000	\$2,000,000
Privacy Liability	\$10,000	\$2,000,000
Regulatory Defense & Penalties	\$10,000	\$2,000,000
System Damage & Rectification Costs	\$10,000	\$2,000,000
Hardware Replacement Costs	\$10,000	\$2,000,000
PCI Fines, Expenses & Costs	\$10,000	\$1,000,000
Cyber Extortion & Ransomware	\$10,000	\$2,000,000
Multimedia Content Liability (Defamation)	\$10,000	\$1,000,000
Income Loss & Extra Expense	8 Hours	\$2,000,000
(i) Additional Extra Expenses	\$10,000	\$100,000
(ii) Dependent Business Interruption	\$10,000	\$2,000,000
Consequential Reputational Harm	\$10,000	\$2,000,000
Claim Preparation Costs	\$0	\$25,000
Incident Response Costs	\$0	\$2,000,000
Legal and Regulatory Costs	\$10,000	\$2,000,000
IT Security and Forensic Costs	\$10,000	\$2,000,000
Crisis Communication Costs	\$10,000	\$2,000,000
Privacy Break Management Costs	\$10,000	\$2,000,000
Third Party Privacy Break Management Costs	\$10,000	\$2,000,000
Post Brach Remediation Costs	\$0	\$50,000
Funds Transfer Fraud	\$10,000	\$250,000
Theft of Funds in Escrow	\$10,000	\$250,000
Theft of Personal Funds	\$10,000	\$250,000
Corporate Identify Theft	\$10,000	\$250,000
Telephone Hacking	\$10,000	\$250,000
Unauthorized Use of Computer Resources	\$10,000	\$250,000

Cost Analysis

	Expiring Program Term	Renewal Program Term
Casualty		
General Liability	\$ 23,616	\$ 24,797
Errors and Omissions Liability	4,823	5,064
Non-Owned Automobile Liability	202	202
Environmental Liability	2,512	2,638
Crime	837	837
Volunteers' Accident	163	163
Conflict of Interest	324	324
Legal Expense	812	840
Cyber Liability (CFC Underwriting)	5,750	5,750
Property		
Property	35,849	39,712
Equipment Breakdown	694	580
Automobile		
Owned Automobile	26,481	27,275
AIG Coverages		
Volunteer Firefighter Accident (On Duty & 24 Hr Member & Family Coverage)	6,742	6,742
Councilors Accident Policy	1,000	1,000
Excess		
Follow Form	2,722	2,940
Total Annual Premium	\$ 112,527	\$ 118,864
(Excluding Taxes Payable)		

Kennedy Insurance Brokers – Renewal Comments

Prior to and through the COVID-19 pandemic, the Canadian Municipal Insurance marketplace experienced increased premiums due to various factors which created a “hard market” condition. Increased claims costs continue to be realized by Municipalities however, Insurers are beginning to reduce their minimum annual increases primarily across the Liability, Property & Automobile coverages.

Some of these costs include increased property damage losses driven by environmental factors such as climate change and a stressed Canadian construction industry with supply chain and increased cost pressures. Further, increased litigation judgements and expenses are also placing more pressure on Municipal Insurers.

Intact Public Entities (IPE) and Kennedy Insurance Brokers have negotiated with the subscribing Insurers to secure the best possible premium rates for the Corporation of the Township of Ryerson with premium increases being reduced to the minimum amounts where available. Many coverages continue with the expiring premium.

Intact Public Entities has confirmed the following:

Liability:

- Coverages included received the minimum rate increase (5%) for IPE Municipal clients.

Property:

- Building values have received 5% automatic inflationary protection, reduced from 11% in 2023 and 2024.
- “Property of Every Description” limit is \$6,109,400 in combination with an additional \$690,300 in scheduled of coverage for equipment assets.,
 - The total insured value of property is \$6,799,700.
 - Total Insured value \$9,819,700
- The Statement of Values form submitted by Executive staff has been accepted to allow blanket coverage to continue through 2025 for the “Property of Every Description” assets.
- Current loss ratio is 276%, down from 368%.

Automobile:

- Automobile (21B Fleet) coverage has received the minimum rate increase (2.9%) for IPE Municipal clients.

The overall 5.6% annual premium increase for the Municipal portfolio is line with the average presented to Intact Public Entities clients for 2025. Excluding the property policy, the overall change in premium from the expiring 2023 term is 3.2%.

Program Options

Increased Limits of Liability

- At the request of Council, Kennedy Insurance Brokers can approach all Insurers participating in the Municipal program for increased limits of Liability.

Councillors Accidental Death & Dismemberment Coverage – On Duty Coverage - IPE

- On Duty Quote – AD&D Limit of \$250,000 (Four Councilors) weekly \$500/\$300 would be an annual premium of \$248.
 - As per the report sent to the Township on March 8th, 2023, this would reduce annual premium by \$750
 - \$1,000,000 separate Out of Province coverage removed.
 - Both policies are for “On Duty”.
 - Intact Public Entities will cover Counsellors up to the age of 80.

Crime Coverage – Other Optional Coverages

- Other Optional Coverages are also available. See attached Crime Cover Options page for further details.
- Quote is available on request (completed application is required).

Crime Coverage – Fraudulently Induced Transfer Coverage

- Fraudulently Induced Transfer Coverage is now available. Covers a loss when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.

For coverage information and available options refer to the Fraudulently Induced Transfer Endorsement Coverage Highlights Sheet

Property Coverage – Income Replacement

- Higher limits or Optional Coverages to protect your income are available.
- All income producing facilities need to be considered (e.g. arenas, pools, libraries, community halls etc.)

Remotely Piloted Aircraft Systems (UAV) Coverage

- Property and/or Liability Cover may be available for Remotely Piloted Aircrafts (UAV).
- For Coverage information refer to the Remotely Piloted Aircraft (UAV) Highlight Sheet.

VFIS “On Duty” Coverage

- Increase the Principal sum insured from \$100,000 to \$150,000
- Increase Total Disability Benefit to \$500 / week (1st 28 days) and \$1,000/week (after 28 days)
- Increase both options, Principal Sum & Disability limits

Critical Illness Coverage (AIG or Intact Public Entities)

- Kennedy Insurance has confirmed with AIG that Critical Illness coverage is available under two forms. with various options for Councillors under the age of 70:
 - Standard: \$10,000 insured limit for \$70 / Councillor

Claims Exhibit

IMPORTANT: This claims report is prepared by Intact Public Entities for the sole and exclusive use of Intact Public Entities, the Insured and, where applicable, their broker and may not be relied upon by any other party. By receipt of this information the Insured and their broker acknowledge their responsibility for keeping this information *strictly confidential*. Neither Intact Public Entities nor its representatives shall be liable, either directly or indirectly, for any loss, damage, injury or costs suffered or incurred by the Insured or any other party arising or alleged to have arisen by the reliance on this report, outside of Intact Public Entities. Intact Public Entities is not responsible for any changes or alterations to this report from its original form or content. For further information, please refer to your policy.

WARNING: Claim reserves by their nature are estimates only and are subject to change. Casualty claims can be complex and can take many years to reach resolution. Over that time it is not unusual for claims costs to escalate, sometimes dramatically, from current estimates. Further, for many reasons liability claims are often reported after a policy year has ended - sometimes years later. Therefore, this report is likely not a complete or final view of the ultimate incurred claims for this Insured.

Classification of Claim	Year	Number	Incurred Amount *
1. Liability			
	2019-2020	0	\$ 0
	2020-2021	0	0
	2021-2022	1	2,614
	2022-2023	0	0
	2023-2024	0	0
	2024-2025	0	0
	TOTAL	1	\$ 0
2. Property Buildings/Contents			
	2019-2020	0	\$ 0
	2020-2021	0	397,769
	2021-2022	1	0
	2022-2023	0	0
	2023-2024	0	0
	2024-2025	0	0
	TOTAL	1	\$ 397,769

* INCURRED AMOUNT - Includes all payments plus outstanding reserves plus expenses, less any deductible applying.

Changes to Your Insurance Program

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings. Please be advised of the following changes to your insurance program that now apply:

Community Safety and Policing Act, 2019 (CSPA)(Ontario) Changes

- The Almaguin Highlands O.P.P. Detachment Board is excluded in its entirety.

General Conditions, Statutory Conditions and/or Additional Conditions Changes

- We have added or amended the General Conditions, Statutory Conditions and/or Additional Conditions to your policy. The changes include the addition of a Trade and Economic Sanctions Clause and Choice of Law and Jurisdiction Clause. Please review the **Notice of Wording and Form Changes** at the end of this section for further information.
- The Property Conditions have also been amended and the new form **Property Conditions in Addition to Provincial Conditions** now applies. Please review the **Notice of Wording and Form Changes** at the end of this section for further information.

Automobile Policy

- The OPCF 21B 50/50 is being converted to 21B **with No Annual Adjustment at renewal**.

Property Policy

- Inspection pending - premium subject to change based on any changes identified.

Building Values Increased


- Building values have been increased in order to reflect inflationary trends.

Building Bylaws

- Amended Building By-Laws from \$6,500,000 to \$4,500,000 as per Guidelines.

Equipment Breakdown

- Amended Deductible from \$2,500 to \$5,000 to match Property.

	Staff Report
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	December 10, 2024
Report Title:	JBC Maintenance Fee Administration
Report Date:	December 3, 2024

Recommendation:**That Ryerson Council supports the resolution passed by the Joint Building Committee Board:**

- Add outstanding permit maintenance fees to the tax roll after 6 months including interest monthly charges.
- The township retains \$50.00 per permit annually as an administration fee.
- The remaining balance of the permit fee will be submitted to the Joint Building Committee (JBC) once collected.

Purpose and Background:**Recommendation from Brian Dumas (Chief Building Official):**

Brian Dumas has recommended to the JBC Board that municipalities should retain \$50.00 annually per permit. This is meant to cover administrative costs, specifically related to treasury and staff time spent managing the building department's outstanding permit fees.

Support from the Joint Building Committee (JBC):

The JBC Board supported the recommendation by resolution.

Fee Handling: The proposal addresses how outstanding permit maintenance fees will be managed, ensuring that they are added to the property roll for easier tracking and collection.

Administration Fee: The \$50.00 annual fee per permit will help cover the costs associated with the management of these outstanding fees by the municipality's treasury and administrative staff.

Flow of Funds: After the township retains the \$50.00 for administrative purposes, the remainder of the collected fees will be forwarded to the Joint Building Committee.

Rationale for the Fee: The \$50.00 annual fee will help offset the costs associated with managing the administrative workload tied to outstanding permit maintenance fees.

The proposal is aimed at improving the management of permit maintenance fees while ensuring municipalities are compensated for the administrative effort involved. The Joint Building Committee's support for this resolution indicates a cooperative effort and support for local municipal operations.

Related Documents: JBC Resolution #2024-042, Schedule "B" – Permit Fee Schedule

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

RESOLUTION

Date: November 21, 2024

Resolution #2024-042

Moved by MARIANNE Stickland

Seconded by ROBERT Brooks

Be it resolved that this committee does hereby recommend that any
outstanding building permit maintenance fees after
6 months be added to the tax roll including interest monthly.
charges. The municipality will retain a \$50.00/year
admin fee & remainder to be submitted to the JBC
once collected.



.....
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:

THE CORPORATION OF THE TOWNSHIP OF RYERSON
BY-LAW 32 - 24; Building By-Law

SCHEDULE "B" – PERMIT FEE SCHEDULE

Cost Guidelines

\$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
\$1,000.00	minimum fee for any major alteration to a dwelling

	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

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 minimum per square foot
Two Storey House (1 st floor)	\$200.00 minimum per square foot
Each Additional Storey	\$100.00 minimum per square foot
Attached Garage	\$55.00 minimum per square foot

Cottage / Recreational Dwelling:

Dwelling with Basement	\$200.00 minimum per square foot
Dwelling on Piers / Frost Wall	\$175.00 minimum per square foot
Dwellings on Slab	\$175.00 minimum per square foot
Each Additional Storey	\$100.00 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 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.



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, October 21, 2024

Members Present: Diane Brandt – President
Charlene Watt – Deputy Treasurer/Secretary
George Sterling
Jarv Osborne
Nieves Guijarro
Peter Hall
Kirk Du Guid
Barry Burton
Ryan Baptiste

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:05 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members. Regrets from Jenny Hall, Treasurer and Krista Trulsen, Vice-President.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the September 16, 2024 Meeting Minutes as circulated: **Moved by Nieves Guijarro, Seconded by George Sterling. Carried**

Treasurer's Report:

There was no Treasurer's Report.

Committee Reports:

Wiseman's Corner Schoolhouse Update:

Members were advised that the schoolhouse was open to the public on Saturday, October 19, 2024 during the Restoration Festival. There were about 30 people in attendance and one Ralph Bice book was sold. Diane Brandt advised that Ryerson Township cleaned up a tree that had fallen and a request to assess the trees around the property will be made. The heat has been turned on and the heritage centre will be winterized for the season.



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Watt Farm House Update:

Diane will open the farm house up to visitors by appointment throughout the winter. There were four visitors last weekend. The Chamber of Commerce was given pamphlets to hand out at the October 17, 2024 Red Gala in South River.

Correspondence:

Members were advised that a letter was sent to Ken and Bruce Zher to thank them for a 1917 framed auction poster donation.

Members were advised of an email inquiring about the original Burk House. Nieves will investigate and respond.

General Business:

Halloween: Ryan Baptiste reviewed the event planning details for the Halloween Party with the Burk's Falls Lions Club and the Burk's Falls Legion. Volunteers for the night include Diane, Nieves, George and his wife, Mary, Krista, Kirk, Peter, Jenny, Charlene and her son Logan. The volunteers are to be at the arena by 5:30 p.m. on October 31. The event runs from 6:00 p.m. to 8:00 p.m. Volunteer Members to help set up in the afternoon at the arena on Halloween include Charlene, Jenny and Peter. The setup time will be around 2:00 p.m. at the arena.

Donations: Ryan Baptiste presented to Members a box of artifacts that the Burk's Falls Lions Club has donated that belonged to Stan Darling and John Darling from their Lions Club membership days. The artifacts date back to 1918. Members were grateful to receive the donations and will preserve the heritage and the achievements. Stan Darling was a long-time member of the Lions Club, with a perfect attendance record over 60 years. He was also a member of the Burk's Falls Agricultural Society, acting as the president of the Ontario Association of Agriculture Societies in 1957. Mr. Darling was involved in municipal politics as a Village councillor and Reeve for 30 years and federal politics as a Member of Parliament with the Progressive Conservative Party for 21 years.

TRI Council Meeting: Diane Brandt advised Members of the upcoming TRI Council Meeting. An annual donation request of \$5,000 from the three municipalities was submitted. The annual report, newsletter and pamphlet will be shared as well. The donation submission form was sent to the Village of Burk's Falls on October 16, 2024.

OHS Membership: Diane Brandt informed Members that the annual report and membership renewal has been sent to the Ontario Historical Society.

New Business:



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Support Resolution: Members reviewed a request from the Town of Grimsby petitioning the provincial government to support increasing funding for public libraries and community museums.

Motion That the Members of the Burk's Falls & District Historical Society supports the Town of Lincoln in requesting that the Province increase funding to libraries and museums and recognize that libraries and museums are national assets and that strategically investing in their potential will contribute significantly to renewing post-pandemic social cohesion, economic well-being and community resilience. Moved by Barry Burton, Seconded by George Sterling. Carried

Christmas Potluck: Members discussed the November meeting. Due to scheduling conflicts, the meeting will be held on November 25, 2024. A Christmas Potluck will be held prior to the November meeting at 6:00 p.m. Members discussed the dinner and signed up to bring the following:

Charlene Watt: ham, dinner rolls, paper plates, cups, cutlery and napkins
Diane Brandt: hash brown casserole
Ryan Baptiste: vegetable tray
Barry Burton: chili
Peter & Jenny Hall: lasagna
Jarv Osborne: pasta casserole
Nieves Guijarro: dessert
Kirk Du Guid: dessert
George Sterling: couple bottles of soda
Krista Trulsen:

Poppy Fund:

Members discussed the annual donation to the Burk's Falls Legion's Poppy Fund. **Motion that the Burk's Falls and District Historical Society approve a donation to the Burk's Falls Royal Canadian Legion Poppy Fund in the amount of \$100.00: Moved by Barry Burton, Seconded by Kirk Du Guid. Carried**

Jarv Osborne confirmed that he will be in attendance for the Remembrance Day Ceremony and will lay the wreath on November 11.

Santa Claus Parade:

Members discussed the annual Santa Claus Parade and agreed to donate to the community event. Members did not confirm participation in the Parade. **Motion that the Burk's Falls and District Historical Society approve a donation to the Burk's Falls Santa Claus Parade Committee in the amount of \$100.00: Moved by Ryan Baptiste, Seconded by Jarv Osborne. Carried**



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
Like us on Facebook

Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Pending Purchases:

Diane Brandt presented to Members a list of items that need to be purchased.

The schoolhouse requires replacement filters, lights and carbon for the air purifier at an estimated cost of \$175.10. **Motion that the President be authorized to purchase replacement maintenance items for the schoolhouse's air purification system up to a cost of \$200.00: Moved by Barry Burton, Seconded by Ryan Baptiste. Carried**

Archival supplies are required and include newspaper boxes, oversized file folders, ledger book boxes, textile boxes, labels and label holders at an estimated cost of \$568.46. **Motion that the President be authorized to purchase archival supplies up to a cost of \$600.00: Moved by Ryan Baptiste, Seconded by Jarv Osborne. Carried**

Adjournment:

The next meeting will be held on Monday, November 25, 2024 at Fell Homes. The potluck will begin at 6:00 p.m. There being no further business, **George Sterling moved to adjourn the meeting at 8:04 p.m.**

Recorded by
Charlene Watt, Secretary &
Deputy Treasurer

Approved by
Diane Brandt, President

Burk's Falls, Armour & Ryerson Union Public Library

Our Vision

Access to knowledge for all

Our Mission

The Burk's Falls, Armour & Ryerson Union Public Library is a dynamic organization that provides innovative programming in various formats to meet the evolving interests and needs of our diverse and growing population.

Minutes of the Board of Trustees Virtual Meeting

September 18, 2024

Present were:	Chairperson:	Ruth Fenwick
	Board Trustees:	Bev Abbott Ryan Baptiste Rod Blakelock Patty Butler Kaiyla Hoffmann Tiffany Monk Robert Van der Wijst Joseph Vella
Also attending:	McMurrich/Monteith Representative: Vicky Roeder-Martin CEO: Nieves Guijarro	

1	Call to order	With a quorum present CEO called the meeting to order at 7:02 p.m.	
2	Approval of Meeting Agenda	MOTION 398/24	IT WAS MOVED BY: B. Abbott AND SECONDED BY: R. Van der Wijst
		That the virtual meeting agenda of the Board of Trustees of September 18, 2024 be accepted as presented.	
		CARRIED	
3	Declaration of conflict of interest	No conflicts were declared	
4	Approval of consent Agenda	MOTION 399/24	IT WAS MOVED BY: R. Blakelock AND SECONDED BY: P. Butler
		That the consent agenda of the Board of Trustees virtual meeting of September 18, 2024 be approved as presented.	
		a) Resolution to accept the <u>minutes</u> of August 2024 b) Resolution to accept the <u>CEO's Report</u> of August 2024 c) Armour Township <u>Financial Statement</u> August 2024	
		CARRIED	

**BFARUPL Board Minutes
September 18, 2024**

- 5 Business arising from the minutes** -The Lease Agreement with the Village of Burk's Falls was revised by Councillor Baptiste and Trustee Van der Wijst and they shared their recommendations.
- Library Pay Equity Plan – Nieves will attend the Ontario Library Services and the Ontario Pay Equity Office to learn about the requirements of the Pay Equity Act.
- 6 Committee Reports** -Building/Fundraising Cmte
Tri-Council meeting in August discussed the importance of coming to a consensus on the location for the library project.
Option B being the anticipated site, a few matters roused during the discussions, such as cost to prepare the site and the need for a soil sample. Armour Township will arrange for the study to be done.
- Finance/Budget Cmte
Members discussed the 2025 Library Budget
- MOTION 400/24** IT WAS MOVED BY: R. Blakelock
AND SECONDED BY: B. Abbott
- That the 2025 library budget draft be accepted as presented.
- Personnel Cmte
No report
- Policy/Planning Cmte
Members Revised By-Law no. 4
- MOTION 401/24** IT WAS MOVED BY: P. Butler
AND SECONDED BY: R. Baptiste
- In accordance with the Public Libraries Act, section 16(1), the library board shall hold at least seven regular meetings in each year and at such other times as it considers necessary. While a library board may have standing committees, the Burk's Falls, Armour & Ryerson Union Public Library Board will meet "as a whole" and only use ad hoc committees, as necessary, for special purposes.**
- CARRIED**
- Members Revised By-Law no. 19
- MOTION 402/24** IT WAS MOVED BY: P. Butler
AND SECONDED BY: R. Blakelock
- The accounts of the Board shall be audited by auditors appointed by the Municipality of the Township of Armour at the conclusion of each financial year and at such other time as the Board shall direct.**

CARRIED

**BFARUPL Board Minutes
September 18, 2024**

- 7

Correspondence

-The Canadian Federation of Library Associations has been working in three areas:

a) Navigating Copyright for Crown-Published Works: A Code of Best Practices for Libraries.

b) Intellectual Freedom Committee – developed a Statement on the Intellectual Freedom Rights of Children.

c) Indigenous Matters Committee – will develop a Community of Practice for Indigenous Information Professionals.

- IDA (International Dyslexia Association) provided an update on the work done by the Ontario Human Rights Commission regarding equitable access to literacy which was a result of the Right to Read Inquiry report.
- 8

New Business

-Income Tax Clinic 2025 received a grant to continue providing services in the community. Thank you Chairperson R. Fenwick for your dedication. There were 105 participants in 2024.

-Members were informed of new training opportunities provided by:
Ontario Library Association

-Members were invited to consider representing the Northern Caucus in the upcoming Assembly of Library Board Members.

-CEO received a letter of resignation from Dorothy Simcock. Members of the Board and library staff would like to wish Dorothy the best in her future endeavours. Thank you Dorothy for your dedication and hard work to make the library the place it is today.
- 9

Adjournment

MOTION 403/24 by P. Butler at 8:24 pm to adjourn.

CARRIED

Ruth Fenwick

Board Chairperson

November 20, 2024

Date

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES October 24, 2024

A regular meeting of the ACED Board was held at the Township of Strong Office and virtually on October 24, 2024 at 6:00 p.m.

Present: Wendy Whitwell, Township of Armour, Chair
Margaret Ann MacPhail, Township of Perry
Luke Preston, Village of Sundridge
Vicky Roeder-Martin, Township of McMurrich/Monteith
Chris Hope, Village of Burk's Falls
Brenda Scott, Village of South River
Tim Bryson, Township of Strong
Chris Nicholson, Township of Joly
Jennifer Farquhar, AHCC Representative
Trista Porter, MND

Regrets: Ron Begin, FedNor
Dan Robertson, Township of Ryerson
Justine Leveque, Village of Sundridge

Staff: Courtney Metcalf, Economic Development Officer
Sarah Cooke, Communications & Marketing Officer
John Theriault, Township of Armour
Dave Gray, Director of Economic Development

Call to Order

The meeting was called to order at 6:00 pm.

Minutes

The minutes of the meeting of Thursday, September 26, 2024 meeting were adopted as circulated.

Director's Report

The Director of Economic Development covered the following items from the report:

1. An update on core activity tracking, which lists what the department has done over the past month. These included business assistance, marketing, ACED website updates, social media activities, and communications.

2. Some of the updates in the report included:

- a) Business Support – a decline in business interactions was noted. The Brand Ambassador networking event was cancelled due to low registration increasing promotion on the web and social channels. RNIP is on hold waiting for final results, annual contribution updated to \$3,500.
- b) Regional Recreation & Municipal Support – The Sundridge Library survey currently received 56 responses. Survey to be extended in end of October. The Theatre Committee is planning a Halloween event. South River REOI yielded positive results, waiting for final outcome. ACED and South River hosted a Managing Almaguin's Forests event, which was well attended.
- c) Long Term Housing – A final Housing Task Force report has been presented. Waiting for resolutions of support from partners.
- d) Transportation – Terms of Reference have been prepared and phase 1 report currently being reviewed by partners.
- e) Student Engagement – Started work for 2025 spring presentation. Students have expressed an interest in the "Career Accelerator Program" or mentorship program.
- f) Brand Strategy Implementation – Staff is seeking out pricing for new signage.

Digital marketing campaign is concluded. Results were provided. Website traffic has dropped since the campaign has concluded.

Social media accounts continue to grow. New promotional films has been promoting the region.

- g) Shop in Almaguin Campaigns – Christmas shop local campaign is being planned for December 2025.
- h) RED Gala – Gala was held on October 17, 2024 and was a success. Waiting for a report on the gala. Positive comments were received. Silent auction raised \$1,900.

MND Update

Trista congratulated ACED for the Red Gala, she thought it was a great event which was well managed and well attended. Working on some project which are coming up, waiting for some decisions from her Board. She may be doing some presentations in the near future in Muskoka.

Closed Session

The Board went into closed session under *Section 239(2)(b) of the Municipal Act* to discuss; personal, matters about an identifiable individual, including municipal or board employees.

A resolution was passed to move out of the closed session at 7:16 p.m. The Chair reported on the items discussed in the closed session.

Other business

The Board discussed the proposal, from the Township of Armour, to share the Director of Economic Development and passed a resolution recommending the approval of this proposal with a timeline.

Resolutions

1. 2024-17 – Moved by Tim Bryson; Seconded by Brenda Scott;
Be it resolved that the Almaguin Community Economic Development Board approve the September 26, 2024 meeting minutes, as circulated. Carried
2. 2024-18 – Moved by Vicky Roeder-Martin; Seconded by Luke Preston;
Be it resolved that the Almaguin Community Economic Development Board hereby move into closed session at 6:22 p.m. under section 239(2)(b) of the *Municipal Act* to discuss; personal matters about an identifiable individual, including municipal or local board employees.
3. 2024-19 – Moved by Vicki Roeder-Martin; Seconded by Chris Nicholson;
Be it resolved that the Almaguin Community Economic development Board hereby adjourn and move out of closed session at 7:16 p.m. and report.
4. 2024-20 – Moved by Chris Nicholson; Seconded by Vicky Roeder-Martin;
Be it resolved the leadership and staff considerations Staff report provided by the Director of Economic Development and recommends that all ACED members support Armour Township's proposal to create a temporary shared CAO/Director of Economic Development role that supports cost savings, transition planning, and the continuity of the ACED Department. Furthermore, the Board has directed staff to establish a transition period that reflects the timeline of the current FedNor contribution agreement.

Adjournment

5. 2024-21 – Moved by Brenda Scott; Seconded by Luke Preston;
Be it resolved that the Almaguin Community Economic Development Board adjourn the October 24, 2024, ACED meeting at 7:23 p.m. Carried

The next meeting will be Thursday, November 28, 2024, at 6:00 p.m. If this change, members will be advised.



Director of Economic Development (DoED) Report
November 28, 2024

Core Activity Tracking – (Since last report)

Activity:	Interactions	Description
Business Assistance		
Start Up Files	0	
Expansion Files	1	Burk's Falls (1)
Developer Files	0	
General Support	2	Perry (1), Sundridge (1)
Brand Ambassador	3	South River (2), Kearney (1)
High Priority	0	
Business Visits	2	
Program Referrals		
Marketing*		
ACED Website Updates	5-10	Biz directory updates, Event listings
Social Media Posting	27	9 (ACED), 18 (Explore)
Facebook Reach	9,264	2,900 (ACED), 6,364 (Explore)
Facebook Likes/Followers	4,506	1,799 (ACED), 2,707 (Explore)
Facebook Ad Engagement	N/A	
Website Tracking		
Total Users / Views	1,789	
Most viewed pages (besides landing page)	330	Explore Almaguin Page
Communications		
Email Blasts	4	
Organization Meetings	2	MAHC Transportation Working Group, NECO
Partnership Projects	1	AHCC AGM
Municipal Visits		
Member Interactions / Support Requests	2	South River, Sundridge
Media Comment Requests	1	Housing Task Force

Current Files & Projects

Project 1A – Business Support

Staff attended the 2024 Almaguin Highlands Chamber of Commerce Annual General Meeting on Thursday, November 21st at the Katrine Community Centre. The EDO and CMO presented an ACED update to the attendees which provided an overview of 2024 projects including the Spotlight Almaguin Project and the Brand Ambassador Program.

RNIP Update

Staff received some data from Donna at the NBD Chamber of Commerce as to final numbers from the RNIP Program. Please see below:

Total Community Recommendation (CR) Allocations Provided by IRCC /**CRs Issued by North Bay & Area RNIP**. 'Community Recommendations' are the individuals recommended to move through the RNIP program for a fast-tracked application for their permanent residency.

Year 2020 –	50 / 13
Year 2021 –	50 / 44
Year 2022 –	150 / 142
Year 2023 –	254 / 254
Year 2024 –	250 / 250
Total –	754 / 703

Location	Total CRs Issued
North Bay	634
West Nipissing	22
Marten River	2
Mattawa	13
Burks Falls	7
Sundridge	4
Powassan	5
Callander	10
Trout Creek	1
Astorville/Corbeil	4
Bonfield	1
	<hr/> 703

The Almaguin area made up approximately 2% of the CRs issued by the North Bay & Area RNIP.

Carried from last report - Staff were provided with an updated annual contribution amount of \$3,500 for the proposed RCIP program based on a population-based formula.

Project 2B – Regional Recreation & Municipal Support*Sundridge Library Survey - Updated*

The Sundridge-Strong Library Survey has reached its completion. The survey received 94 responses, with 67 received through online means, and 27 submitted as a paper copy and entered manually. ACED Staff will be compiling the data over the next few weeks to share with the Sundridge-Strong Union Public Library.

The Village of South River – Happy Landing Support

ACED Staff are pleased to receive the news that an agreement has been reached for the Happy Landing location and is staying tuned for more details.

CEMC Video Support

ACED Staff have agreed to support a videography project to assist with the sharing of CEMC principles and procedures for several partnering municipalities.

Project 3A – Long Term Housing

Housing Task Force Update

Staff are still waiting for a majority of municipalities to adopt the Housing Summary and Recommendations report. It is anticipated that meetings will resume in 2025 to discuss an approach for implementing recommendations.

Project 3B – Transportation

Burk's Falls Community Bus Partnership Opportunity

The Terms of Reference document and Phase One report update has been completed and will be distributed to partnering organizations. Once the Terms are approved by partners, the ACT committee will be formed and will continue investigating transportations solutions. The hope was to have some costing information for partners to consider during this budget cycle; however, the business advisor supporting the committee has opted not to cost out the solution prior to any tender being considered (to alleviate any transparency or competitive risks).

The DoED has also been in contact with the team at VIA who have recently deployed turnkey transportation solutions within municipalities of various sizes across Ontario. VIA will provide the committee with materials to consider and will reconnect in two weeks to discuss potential options.

Project 3C- AHSS Student Engagement

The EDO has been continuing to work with the Student Council President at the Almaguin Highlands Secondary School on the Career Exploration Event. So far there are 36 students who have signed up, and 13 professionals/entrepreneurs who have agreed to participate to mentor the students on their careers. The format of the event includes an opportunity for the students to sit down with the professionals in their chosen career to 'pick their brain', with some time at the end of the event for students to talk to other professionals and explore different career options.

Project 4A – Brand Strategy Implementation

Phase 2 – Physical Brand Roll Out

ACED Staff have put together a Draft Signage Plan for a 2025 physical brand roll out. The Signage Plan document includes cost estimates for both wayfinding and location signage. Next steps include discussions with non-member municipalities and their inclusion in the project and submitting a grant application for the project for 2025. The draft plan will be forwarded prior to the meeting. Several of the cost projections were not received until Friday and staff have been working to develop community specific costs based on the recommendations in the plan.

Social Media/Explore Almaguin Website/ Email Marketing

Social media accounts continue to see growth. The CMO has developed "Did You Know" Tuesdays for ACED's Facebook page as an opportunity to highlight services ACED provides to the community. The CMO has also been posting interviews with "experts" in economic development on the ACED page, in a video podcast titled Near Northonomics, with the goal of highlighting what economic development looks like in the community and it is seeing positive

engagement online. The CMO has winter reels and article ideas in the pipeline. Explore Almaguin's socials continue to see positive engagement with the feature Friday posts. Website traffic has returned to pre-advertising campaign levels. The winter tourism newsletter was sent out on Nov. 25 to our Explore Almaguin audience and has already seen great click throughs.

Project 4C – Shop in Almaguin Campaign

A Christmas Shop Local Campaign is set to launch on Friday December 6th and run through to the New Year on January 2nd. The campaign will involve a QR code to a survey entry into the draw, as well as paper copies available for those who cannot use the QR code. The campaign will also include a written article about Shopping Local, video content featuring some of our local businesses and their Christmas displays, social media posts, and we are exploring options for an ad in the Great North Arrow.

Transition Planning

The DoED and EDO have begun investigating course offerings consistent with the items listed in the October 21st, 2024, Staff Report. During the November Meeting roundtable, Board Members will be asked to discuss any feedback they have received from their Councils. A formal request for a decision will be circulate to member municipalities this week along with the recommendation from the ACED Board.



RESOLUTION

2024-22

Be it resolved that the Almaguin Community Economic Development Board approve the October 24th, 2024 ACED meeting minutes as: (please circle).

CIRCULATED

AMENDED

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes No

Comments:



RESOLUTION

2024-23

Be it resolved that the Almaguin Community Economic Development Board adjourn the November 28th, 2024, ACED Meeting at _____ P.M.

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes No

Comments:



RESOLUTION

2024-__

Be it resolved that the Almaguin Community Economic Development Board

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes / No

Comments:

2024-10-22

2025 Budget Sheets - Actuals as of October 15th, 2024

Regional Economic Development

Operating Budget with sharing of Director of Economic Development- Page 1

GL Number	Description	2024 Actual	2024 Budget	2025 Department Estimate 9 partners	2026 Department Estimate 9 partners	2027 Department Estimate 9 partners	2028 Department Estimate 9 partners	Notes
	Revenues							
15-370-000	Municipal & Chamber Contributions							
	Armour	(\$26,197.25)	(\$36,851)	(\$31,880)	(\$33,435)	(\$41,694)	(\$57,817)	
	Burk's Falls	(\$15,285.25)	(\$21,181)	(\$19,166)	(\$19,817)	(\$23,277)	(\$30,032)	
	Joly	(\$7,120.50)	(\$9,494)	(\$8,676)	(\$8,937)	(\$10,324)	(\$13,033)	
	Perry	(\$35,780.75)	(\$50,615)	(\$43,155)	(\$45,511)	(\$58,027)	(\$82,459)	
	Ryerson	(\$5,000.00)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	
	South River	(\$15,509.75)	(\$21,503)	(\$19,481)	(\$20,155)	(\$23,733)	(\$30,720)	
	Strong	(\$24,131.75)	(\$33,885)	(\$29,419)	(\$30,799)	(\$38,129)	(\$52,439)	
	Sundridge	(\$15,359.25)	(\$21,287)	(\$19,218)	(\$19,873)	(\$23,353)	(\$30,146)	
	McMurrich/Monteith	(\$6,968.50)	\$0	(\$23,923)	(\$24,913)	(\$30,169)	(\$40,429)	
	Chamber of Commerce	(\$7,500.00)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	
	Total Municipal & Chamber Contribution	(\$158,853.00)	(\$209,816)	(\$209,918)	(\$218,440)	(\$263,706)	(\$352,075)	See Note 1
15-370-005	Events contributions	(\$100.00)	\$0	\$0	\$0	\$0	\$0	
15-370-008	Service Fees	(\$250.00)	\$0	\$0	\$0	\$0	\$0	
15-371-000	CIINO Funding	(\$119,985.00)	(\$133,000)	(\$95,800)	(\$100,000)	(\$71,234)	\$0	
15-371-002	FedNor - Harvest Spin/Staycation	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-003	FedNor - Implement Brand Strategy	(\$20,357.00)	(\$21,702)	\$0	\$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	(\$17,104.45)	(\$13,500)	\$0	\$0	\$0	\$0	
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	(\$23,182.13)	(\$30,000)	\$0	\$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	\$0	\$0	\$0	\$0	\$0	
	Total Regional Economic Development revenues	(\$339,831.58)	(\$408,018)	(\$305,718)	(\$318,440)	(\$334,940)	(\$352,075)	

2024-10-22

2025 Budget Sheets - Actuals as of October 15th, 2024**Regional Economic Development****Operating Budget with sharing of Director of Economic Development- Page 2**

GL Number	Description	2024 Actual	2024 Budget	2025 Department Estimate 9 partners	2026 Department Estimate 9 partners	2027 Department Estimate 9 partners	2028 Department Estimate 9 partners	Notes
	<u>Expenditures</u>							
16-801-000	Salaries & Benefits	\$218,363.42	\$305,315	\$261,918	\$273,140	\$288,040	\$303,425	
16-804-001	Office Supplies	\$1,523.28	\$3,000	\$3,100	\$3,200	\$3,300	\$3,400	
16-804-002	Signage	\$0.00	\$2,000	\$2,000	\$2,100	\$2,200	\$2,300	
16-804-005	Audit & Accountant Fees	\$0.00	\$4,500	\$4,600	\$4,800	\$5,000	\$5,200	
16-804-007	Legal Fees	\$0.00	\$0	\$0	\$0	\$0	\$0	
16-804-010	Advertising & Promotion	\$2,113.05	\$4,500	\$4,600	\$4,800	\$5,000	\$5,200	
16-804-020	Telephone	\$993.96	\$2,500	\$2,600	\$2,600	\$2,700	\$2,850	
16-804-025	Website	\$861.05	\$2,000	\$2,000	\$2,100	\$2,200	\$2,300	
16-804-030	Events & Seminars	\$2,021.70	\$4,000	\$4,100	\$4,200	\$4,400	\$4,600	
16-804-040	Training & Workshops	\$2,932.90	\$5,000	\$5,100	\$5,300	\$5,500	\$5,700	
16-804-050	Travel	\$7,249.90	\$6,000	\$6,200	\$6,400	\$6,600	\$6,800	
16-804-065	Regional Projects	\$1,891.11	\$9,203	\$9,500	\$9,800	\$10,000	\$10,300	
16-804-066	Implement Almaguin Brand Strategy	\$54,474.63	\$60,000	\$0	\$0	\$0	\$0	
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	
Total Regional Economic Development expenditures		\$292,425.00	\$408,018	\$305,718	\$318,440	\$334,940	\$352,075	
Total Regional Economic Development		(\$47,406.58)	\$0	\$0	\$0	\$0	\$0	

Notes:

Note 1 The total partner contribution savings between 2025 and 2028 is estimated to total \$230,250.

Note 2 Reflects a reduction in the draw from the FedNor CIINO Contribution Agreement and the subsequent extension of the funds.

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2024**

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	3	\$23,130.00	\$1,522,000.00	308
February	10	\$23,330.00	\$1,306,000.00	764
March	1	\$7,600.00	\$500,000.00	173
April	10	\$17,785.00	\$1,119,000.00	780
May	15	\$44,081.50	\$2,810,100.00	1544
June	11	\$27,742.50	\$1,764,500.00	1315
July	14	\$15,747.50	\$929,500.00	945
August	18	\$23,595.00	\$1,451,000.00	2236
September	9	\$15,270.00	\$958,000.00	683
October	12	\$27,725.00	\$1,763,000.00	1334
November	7	\$3,595.00	\$193,000.00	350
December	0	\$0.00	\$0.00	0
TOTALS	110	\$229,601.50	\$14,316,100.00	New Construction 10432
				Demolitions 192

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2024**

Month	No. of Permits	Permit Fees	Project Values	SFD'S, Seasonal Dwellings and Multi-Unit Dwellings	
				2023	2024
Burks Falls	4	\$11,800.00	\$760,000.00	1	3
Joly	7	\$9,450.00	\$590,000.00	3	1
South River	8	\$24,560.00	\$1,584,000.00	4	3
Machar	28	\$41,702.50	\$2,487,500.00	11	8
Strong	28	\$45,582.50	\$2,687,500.00	4	5
Ryerson	22	\$36,181.50	\$2,272,100.00	6	4
Sundridge	13	\$60,325.00	\$3,935,000.00	4	5
TOTALS	110	\$229,601.50	\$14,316,100.00		29
Permit activity at end of November 30, 2024					
TOTALS	119	\$334,657.46	\$20,412,534.75	39	
Permit activity at end of November 30, 2023					
TOTALS	-9	\$105,055.96	\$6,096,434.80		-10
Difference from previous year					

JOINT BUILDING COMMITTEE MEETING

Minutes

Thursday, November 21 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 – Absent
South River – Robert Brooks (virtual – arrived at 6:06 pm)
Strong – Marianne Stickland (in person)
Sundridge – Justine Leveque (virtual)

Absent: Ryerson – Glenn Miller

Staff Present: CBO: Brian Dumas (in person), Secretary: Kim Dunnett (in person)

Guests: No guests attended.

1. Call to Order

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

2. Declaration of Pecuniary Interest

No pecuniary interest was declared by the JBC members attending.

3. Approval of Agenda

Resolution # 2024-038

Moved by: John Wilson

Seconded by: Justin Leveque

Be it resolved that this committee does hereby approve the agenda of the regular meeting for November 21, 2024 as presented.

Carried

4. Delegation

No requests were submitted.

5. Adoption of Minutes

5.1 September 19, 2024

Resolution # 2024-039

Moved by: Neil Scarlett

Seconded by: John Wilson

Be it resolved that this committee does hereby adopt the minutes of September 19, 2024 regular meeting, as circulated.

Carried

6. Approval of Financials

The Secretary gave the current GL bank balance and a brief update on the terminology for surplus funds. Strong Treasurer was consulted and stated it is viewed as a liability, at year end it calculated to be shown as a deferred revenue.

6.1 Financial Report September 2024

6.2 Financial Report October 2024

Resolution # 2024-040

JOINT BUILDING COMMITTEE MEETING

Minutes

Thursday, November 21 2024 at 6:00 p.m.

Township of Strong Office

Moved by: Robert Brooks

Seconded by: Marianne Stickland

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

- September 2024 \$25,772.91
- October 2024 \$30,298.62

and accepts the Financial Reports for September and October 2024.

Carried

7. Items of Discussion

7.1 2025 Draft Budget Prep

At this time the committee members did not have any items for the 2025 draft budget outside of the normal items that staff prepare.

8. Staff Reports

No items were submitted.

9. Correspondence

No items were submitted.

10. Closed Session

10.1 Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Legal Matters

10.2 Section 239(2)(d) labour relations or employee negotiations; Wage Review

Resolution #2024-041

Moved by: John Wilson

Seconded by: Justine Leveque

Be it resolved that this committee does hereby enter into a Closed Session as per the Municipal Act, C. 25, S.O. 2001 as amended, Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose: Legal Matters; and Section 239(2)(d) labour relations or employee negotiations; Wage Review at 6:15 pm.

Carried

The JBC Committee resumed the regular meeting at 7:20 p.m. The JBC Chair reported that the committee did discuss the matters they were permitted to under the resolution authorizing the public exclusion.

Resolution # 2024-042

Moved by: Marianne Stickland

Seconded by: Robert Brooks

Be it resolved that this committee does hereby recommend that any outstanding building permit maintenance fees after 6 months be added to the tax roll including interest monthly charges. The municipality will retain a \$50.00/year admin fee and remainder to be submitted to the JBC.

Carried

Resolution # 2024-043

Moved by: John Wilson

Seconded by: Justin Leveque

Be it resolved that this committee does hereby recommend offering Yves Savage a DCBO position effective January 1, 2025, as per wages discussed by the JBC.

Carried

Recorded vote requested by Councillor John Wilson

	For	Against
Robert Brooks	X	
Budd Brown	X	
Justine Leveque	X	

JOINT BUILDING COMMITTEE MEETING

Minutes

Thursday, November 21 2024 at 6:00 p.m.

Township of Strong Office

Glenn Miller	absent	absent
Neil Scarlett	X	
Marianne Stickland	X	
John Wilson		X

11. Adjournment

Resolution # 2024-044

Moved by: Robert Brooks

Seconded by: Justine Leveque

Be it resolved that this committee does hereby adjourn at 7:24 pm to meet again on January 16, 2025 at 6:00 pm or at the call of the Chair.

Carried

Kim Dunnett, Secretary

Budd Brown, Chair



December Newsletter

AHCC Chamber News- Annual General Meeting

The AHCC Chamber's Annual General Meeting (AGM) was held Nov. 21, 2024.

at the Katrine Community Centre –

We inducted the following

New Directors to the AHCC Board:

- Lisa Firby – Port Carmen Marina
- Sue Kotkowski – Trigon Electrical
- Dave & Susanne Haney
-Spring Lake Manor

A warm welcome to our New Directors!

2025 Directors- in above photo: Top row left to right- Anthony Rizzo, Peter Gos, Scott Hubbert
Middle row left to right – Dulcie Pascoe, Emilio Foffano, Jen Farquhar, Sandra Connell, Sharon Ferchat
Margaret McDonald, Lisa Firby. Front / Bottom row left to right –Gizzella Tscheligi, Susanne Haney, Dave Haney
Missing from photo: Sue Kotkowski



AHCC Chamber Initiative- Awards Program ~

The Chamber has begun a new initiative of Business Member Awards!

To jump start the program there was one award for the 2024 year- presented at our Annual General Meeting (AGM)

AHCC President- Anthony Rizzo, presented the award to: Brawo Lofthouse For **“Largest Employer in the Almaguin Area under the Almaguin Highlands Chamber of Commerce Business Member Network”**. Wendy Stroud, Manager of Human Resources at Lofthouse, was on-site to accept the award on behalf of the organization.



There will be an expansion on the awards program for Fall 2025!





December Newsletter

New Member! **Welcome to the Chamber ~** **Port Carmen Marina!**

Top-notch, old-fashioned service at Port Carmen Marina. An authorized Mercury dealer on the shores of Lake Cecebe, Marine & Powersports sales, service, and upgrades for all makes and models. Offering a wide range of OEM / aftermarket parts and accessories. Boat rentals from May to October. Non-ethanol fuel, 20lb propane tank exchanges. Located in the Almaguin Highlands. Easily accessible for snowmobilers off the C104D on the 712 Club Trail. **3077 Hwy 520, Burk's Falls, ON**
Tel: 705-387-4200
Email: pcmmarine@gmail.com



Member Featured Event!



Horse Drawn Sleigh Rides
By Thunder Ridge Farms
Raffle, Music
Home made goodies
& Hot beverages
Farm Animals, Light Display
Visit with Santa

Stewart Coughlin Riding Ranch





December Newsletter

Member Featured Event!



For more Info:
<https://www.facebook.com/crookedcr>

23
DECEMBER

Ranch Tours & Pony
Pal Play Dates
10:00am - 3:00pm, by
appointment

27
DECEMBER

Ranch Tours & Pony
Pal Play Dates
10:00am - 3:00pm, by
appointment

30
DECEMBER

Ranch Tours & Pony
Pal Play Dates
10:00am - 3:00pm, by
appointment

2
JANUARY

Ranch Tours & Pony
Pal Play Dates
10:00am - 3:00pm, by
appointment

3
JANUARY

Ranch Tours & Pony
Pal Play Dates
10:00am - 3:00pm, by
appointment



Up-Coming Local Events!

Restoule Legion Presents
CHRISTMAS LUNCH & FOOD DRIVE
For Powassan Food Bank, Sat. Dec. 14th

- ❖ Cocktails at 1pm Lunch from 2-4pm
- ❖ Music starts at 2:30pm
- ❖ Full Turkey Lunch with all the Fixings
- ❖ Music By Sawdust Lounge
- ❖ Adults \$18, Seniors \$15,
- ❖ Kids Under 12, \$10



Sundridge Lions
FREE PUBLIC SKATE
Dec. 15th 4pm-6pm
At the SSJ Arena

- ❖ Hot Chocolate and Cookies
- ❖ Skate with Santa!
- ❖ Collecting Foodbank Donations





December Newsletter

Up-Coming Local Events!



BREAKFAST *with Santa*

PANCAKES | ADULTS \$10, KIDS UNDER 10 \$5 |

TAKE A PHOTO WITH SANTA

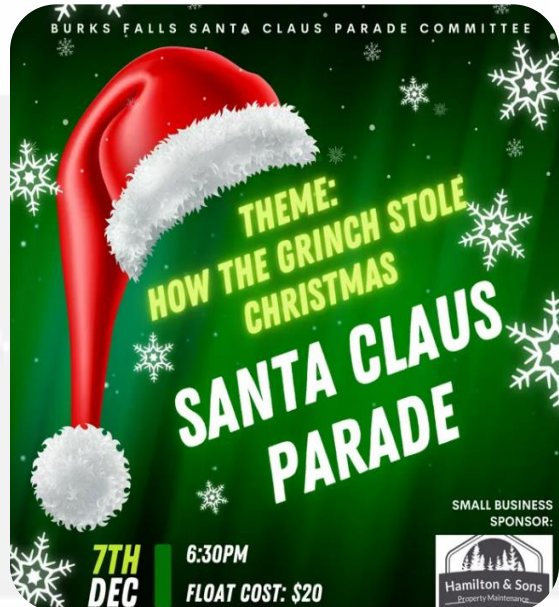
SATURDAY, 15 DECEMBER 2024 | AT 9 AM - 11 AM



Katrine Community Centre
6 Browns Drive, Katrine ON



www.armourtownship.ca



MAGNETAWAN CHRISTMAS MARKET

*At the Community Center
Sunday Dec. 7th 10am-2pm*

❖ Collecting Donations for the Foodbank
Smoked Meats, Local Honey, Candles, Pottery,
Woodworking, Knits and more!



WINTER'S RIVER MINIATURE CHRISTMAS VILLAGE

Opens Dec. 5th

Runs through the holidays

Thurs. -Sun. Noon-6pm

At the Masonic Lodge 43 Union St.
Sundridge (back door of building)

❖ Collecting Foodbank Donations





BRAND ALIGNMENT
& REGIONAL SIGNAGE PLAN
2025

Introduction 2

Section 1 – Regional Signage Audit Findings by Municipality 3

Section 2 – General Regional Signage and Visual Identification 9

Section 3 – Municipally Specific Location Signage10

Section 4 – Wayfinding Signage Creation and Improvement.....11

Section 5 – Financial Considerations12

Appendix 1 : Breakdown of Quotes for Wayfinding Signage by Municipality15

DRAFT

Introduction

The Almaguin Community Economic Development Committee (ACED) Brand Alignment and Regional Signage Plan (The BARS Plan or the plan) 2025 is a collaborative initiative between the member municipalities of ACED. The primary goals of this plan are:

1. To create consistent and unified brand presence throughout Almaguin by designing and deploying a mix of signage and visual identity elements throughout the region; and
2. To increase the awareness and usage of municipal points of interest and attractions through the installation of branded wayfinding and destination signage.

The 2020 Almaguin Regional Brand Strategy set out a series of recommendations to guide brand awareness within and beyond regional borders. These recommendations call for the development of items such as decorative signs constructed along boundary lines of the region, having regional identifiers added to existing community signs, construction of trails and asset signs, and the deployment of wayfinding signs.

ACED member municipalities host a variety of public parks, beaches, water access points, trails and other sought-after features. Many of these features serve as major attraction points for residents and visitors which in some cases has led to congestion and over-usage in some popular locations. ACED Staff have observed that there are varying approaches to signage and promotional solutions for features across municipalities with various opportunities to implement the Almaguin Brand while aligning wayfinding and other signage tactics. The goal of ACED with this plan is to analyze the efforts and tactics used by ACED member municipalities and provide recommendations for improvements that encourage increased awareness, usage, and navigability.

The purpose of this plan is to establish solutions for both regional and municipally specific signage and visual identity elements which will include considerations for signage, costing and placement. Furthermore, should the plan be accepted by ACED and its members, staff will pursue financial assistance to offset the costs associated with its implementation.

Signage Plan Components

The BARS Plan outlines the following regional and community specific signage and visual identification elements.

- Section 1 – Regional signage audit findings.
- Section 2 – General regional signage and visual identification.
- Section 3 – Municipally specific location signage creation and improvement.
- Section 4 – Wayfinding signage creation and improvement.
- Section 5 – Financial considerations

Section 1 – Regional Signage Audit Findings by Municipality

ACED Staff conducted an audit of existing signage, as well as key public points of interest (POI), and noted whether each destination had location or wayfinding signage. Condition and visibility factors were also assessed during the process. This report does not include the sign-by-sign assessment; however, it is available for review at the ACED office upon request.

1.1 The Village of South River

Pros:

- Some of the main POI have wayfinding signage, such as the arena or Tom Thomson Park.
- There are town banners on main streets within the town.
- Some destination signage exists for main locations, such as Tom Thomson Park, The Library, and the South River/Machar Arena.

Cons:

- There is no wayfinding signage for: South River Cascade/Dam, Skatepark, Playground beside Welcome Centre, Train Station.
- There is no destination signage for: South River Cascade, Skatepark, Playground, Community Garden, Train Station.
- The wayfinding signage that exists does not include icons or distance markers.
- Tom Thomson Park sign is faded and could use an update. The community board sign by the boat launch has aged and cloudy plexiglass and could use replacing.

Recommendations:

1. It is recommended that South River update their POI/location signage to match a regional brand and add location signage to other destinations without signage.
2. It is recommended that South River update the existing wayfinding signage to match the regional brand, adding icons and distance markers to guide people around the area, and include locations that are not currently represented.
3. It is recommended that location signage be added for the South River Cascade, South River Skatepark, South River Train Station, and the South River Playground.
4. It is optional but recommended that South River update the two location signs for Tom Thomson Park.
5. It is recommended that Council consider the potential for sign congestion at certain major intersections. Additionally, it was noted that certain community facilities that are currently signed do not belong to the municipality.

Number of Signs Needed:

Location Signs	Wayfinding Signs
4	4 – need to be updated 4 – new

1.2 The Village of Sundridge

Pros:

- Sundridge has wayfinding and destination signage for most points of interest.
- The wayfinding signage is visually appealing, using consistent branding, designs and colours.

Cons:

- Sundridge does not have wayfinding signage for: Barrie Beach, Centennial Park, Elgin Park, and Victoria Beach Dog Park
- There is no destination signage for: Barrie Beach, Centennial Park, and Victoria Beach Dog Park.
- Some wayfinding signage is partially obstructed by trees.
- Wayfinding signage does not include icons or distance markers.

Recommendations:

1. It is recommended that Sundridge update their existing wayfinding signage by either replacing them to match the regional brand signs while also adding missing locations to them, or if Sundridge wishes to keep their existing signs, add a new topper or an Almaguin sticker to show cohesion with the regional identity.
2. It is recommended that Sundridge add in new wayfinding signage to direct people to locations such as Barrie Beach, Centennial Park, Victoria Beach and Dog Park, and Elgin Park.
3. It is recommended that new location signs be created in alignment with the regional brand for Barrie Beach, Centennial Park, and Victoria Beach and Dog Park.
4. It is recommended that Council consider the potential for sign congestion at certain major intersections. Additionally, it was noted that certain community facilities that are currently signed do not belong to the municipality.

Number of Signs Needed:

Location Signs	Wayfinding Signs
3	4 – need to be updated 4 – new

1.3 Strong Township

Pros:

- Strong offers great destination signage for points of interest. It follows a consistent brand, design and colouring. The signs are large and easy to read.

Cons:

- AHSS Trail System does not have any wayfinding signage, and location signage is not visible from the parking lot.
- No wayfinding signage for: Legion Park, Sterling Falls, Lake Bernard Beach, Pool Lake Boat Ramp, Checkerboard Beach, Union Street Beach, and Sunny Ridge Beach.

- The only wayfinding signage found was for High Rock Lookout. Signs are faded and small which could use a replacement.
- There is no location signage for Union Street Beach and Sterling Falls. A map and a park bench are the only public markers for Sterling Falls.

Recommendations:

1. It is recommended that Strong add a branded Almaguin sticker to existing location signs to align it with the regional brand.
2. It is recommended that wayfinding signage be added to guide people around the area. Specifically, wayfinding signage is needed for: Checkerboard Beach, Sunny Ridge Beach, Lake Bernard Beach, Union Street Beach and Pool Lake Boat Launch.
3. The wayfinding signage for High Rock Lookout could be updated to match the regional brand as well.
4. It is recommended that Strong add location signage for Sterling Falls and Union Street Beach.

Number of Signs Needed:

Location Signs	Wayfinding Signs
2	1 – need to be updated 3 – new

1.4 Joly Township

Pros:

- There is a lot of signage directing people to the airport.

Cons:

- South River Beach/Boat Launch has no location or wayfinding signage.
- Lynch Lake Beach has no wayfinding or location signage visible from the road.

Recommendations:

1. We recommend that Joly update the wayfinding signage to the airport, as it is a large point of interest for the municipality.
2. We recommend that location signage be added to the Forest Lake Boat Launch on the corner of Sandhill Road and River Road, and Lynch Lake Beach.
3. We recommend that wayfinding signage be added to direct people to the Forest Lake Boat Launch and Lynch Lake Beach.

Number of Signs Needed:

Location Signs	Wayfinding Signs
2	3– need to be updated 1– new

1.5 Armour Township

Pros:

- Armour has wayfinding and location signage for most points of interest.

- All wayfinding signage includes icons and distance markers.

Cons:

- All wayfinding signage will need to be updated with the new Almaguin logo.
- Some wayfinding signs from original wayfinding project have been removed or taken down and will need new signs.
- No location signage for: Kent Road Boat Launch and Jack Lake Boat Launch.
- Wayfinding signage is missing for Dobbs Beach.

Recommendations:

1. It is recommended that Armour replace all current wayfinding signage based on cost estimates for replacements compared to making the required brand modifications.
2. New wayfinding signs will be needed in places where old signs were removed.
3. It is recommended that new location signs for Kent Road Boat Launch and Jack Lake Boat Launch are added.
4. It is recommended that existing location signs are updated with the new Almaguin logo.

Number of Signs Needed:

Location Signs	Wayfinding Signs
2	5 – need to be updated 4 – new

1.6 The Village of Burk's Falls**Pros:**

- Burk's Falls has wayfinding and location signage for most points of interest.
- Wayfinding signage includes icons and distance markers.

Cons:

- Burk's Falls does not have location signage for: Burk's Falls Public Docks, Heritage River Walk and Covered Bridge.
- Some wayfinding signage is either partially or completely obstructed by trees.

Recommendations:

1. It is recommended that Burk's Falls replace all current wayfinding signage based on cost estimates for replacements compared to modifying the parts that need updating.
2. It is recommended that location signage for the Burk's Falls Docks and Boat Launch, the Covered Bridge, and the Skatepark be added.
3. It is recommended that a wayfinding sign also be added on the corner of Dimsdale and Yonge Street to direct people to the Skatepark and the Heritage River Walk.

Number of Signs Needed:

Location Signs	Wayfinding Signs
3	4 – need to be updated 1 – new

1.7 Ryerson Township

Pros:

- Ryerson has wayfinding and location signage for some points of interest.
- Wayfinding signs include icons and distance markers.

Cons:

- No location signage for: Ryerson Beach, Bartlett Lake Park, Ahmic Lake Beach.

Recommendations:

1. It is recommended that Ryerson replace all current wayfinding signage based on cost estimates for replacements compared to modifying the parts that need updating.
2. It is recommended that location signage for Ryerson Beach, Bartlett Lake Beach and Ahmic Lake Beach be added.

Number of Signs Needed:

Location Signs	Wayfinding Signs
3	10 – need to be updated

1.8 Perry Township

Pros:

- Location signage exists for most destinations. The signs are attractive and follow Perry Township branding and colours.

Cons:

- There is no wayfinding signage for most points of interest, except for the Novar Community Park.
- There is no wayfinding signage for: Novar Community Centre, Long Lake Beach, Clear Lake Beach and Dog park, Bay Lake Boat Launch, Clear Lake Boat Launch, Emsdale Community Centre, Brooks Falls.
- There is no location signage for: Long Lake Beach, Bay Lake Boat Launch, Clear Lake Boat Launch

Recommendations:

1. It is recommended that Perry Township add an Almaguin sticker to existing location signs to align with the regional brand.
2. It is recommended that Perry Township add wayfinding signage consistent with the regional brand to guide people around the area. Specifically, wayfinding signage is needed for: Long Lake Beach, Clear Lake Beach and Dog Park, Bay Lake Boat Launch, Clear Lake Boat Launch, the Emsdale Community Centre, and Brooks Falls.

3. It is recommended that location signs be added to points of interest, including Long Lake Beach, Long Lake Boat Launch, Bay Lake Boat Launch and Clear Lake Boat Launch.

Number of Signs Needed:

Location Signs	Wayfinding Signs
4	2 – need to be updated 11 – new

1.9 McMurrich / Monteith Township

Pros:

- McMurrich Monteith has signage for some locations, including McFarlane Park and Wilson Playing Field.

Cons:

- There is minimal location and wayfinding signage for other points of interest in the municipality.
- Wayfinding signage does not include words or distance markers. The only two wayfinding signs noted were signs with a boat launch graphic used to guide people to either Bear Lake Boat Launch or Doe Lake Boat Launch.
- There is no location signage for: Bear Lake Boat Launch, Recreational Trail, Doe Lake Boat Launch, Doe Lake Beach
- There is no wayfinding signage for: McFarlane's Field, Wilson Playing Field, Doe Lake Boat Launch, Doe Lake Beach

Recommendations:

1. It is recommended that McMurrich/Monteith investigate Connecting Link with the MTO, or per-use signage permits to allow signs to be added where necessary along Hwy 518W.
2. It is recommended that location signs for Bear Lake Boat Launch, the Recreational Trail, the Sprucedale Community Centre, Doe Lake Boat Launch, and Doe Lake Beach be added.
3. It is recommended that wayfinding signage for McFarlane's Field, Wilson Playing Field, the Sprucedale Community Centre, Doe Lake Boat Launch, and Doe Lake Beach be added.

Number of Signs Needed:

Location Signs	Wayfinding Signs
5	2 – need to be updated 3 – new

Section 2 – General Regional Signage and Visual Identification

General signage and visual identification signage represents elements that are not specific to any individual municipality and rather the first introduction to the unified brand.

2.1 Decorative Regional Gateway Signage

Regional gateway signage has been a topic of interest during most discussions related to branding and regional identification. The Ontario Ministry of Transportation has confirmed that decorative regional signs are possible and will require signage and encroachment permits. Currently, based on the costs associated with the installation of these signs, it is recommended that the scope be limited to Highway 11 Northbound (Novar) and Southbound (Powassan). Highway 124 and 522 were also considered; however, ultimately not recommended in this plan.

The following examples have been provided for reference.

Figure 1 – Gateway Signage Example 1



2.2 Commercial Area Banners

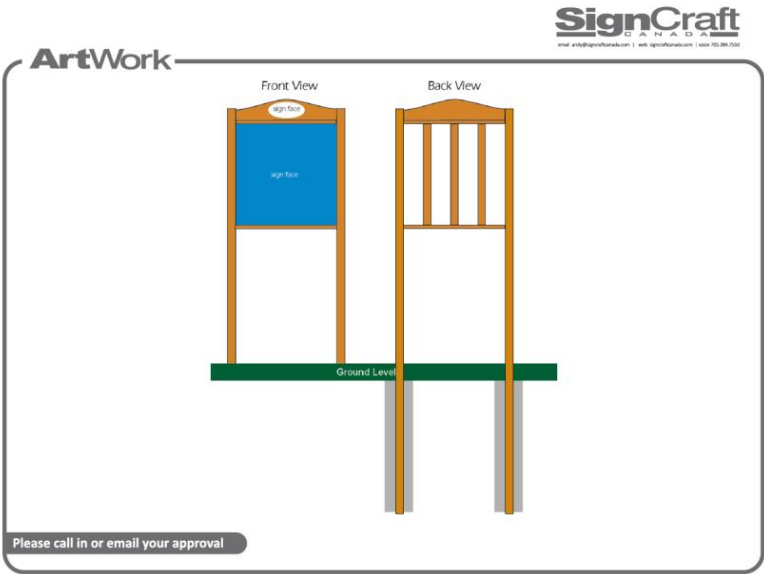
Some municipalities in the region currently display seasonally changing light-post style banners as pictured. The useful life of these banners can be affected by weather conditions. It is recommended that, where banners fit into the project budget, that a stock be purchased to last a minimum of five years.

Banners for these purposes would be designed to be relatively basic in nature (logo, tag line, senior partner logos, etc.) to ensure consistency throughout urban/commercial areas.



Section 3 – Municipally Specific Location Signage

The main purpose of including location signage in this plan is to ensure that all municipal points of interest have some form of location sign that informs visitors that they have arrived. It is evident that some municipalities have made recent investments into their location signage. The approach for the purposes of this plan is to install signage at locations where none was noted in the audit. Where serviceable location signage exists, it is recommended that an Almaguin sticker be applied where space permits. A 10-year service life is projected for location signs.



Signage Properties

Post Style / Material	Pressure treated wood
Signage Material	Vinyl, UV Guarded, non reflective
Mounting Style	Framed, concrete post footings
Background Colour	Municipally determined
Image & Text Colour	Full colour, municipally determined
Size	4' x 4' display area

Section 4 – Wayfinding Signage Creation and Improvement

The wayfinding signage recommended in this plan is designed to promote local parks and points of interest as well as maximize their use. The wayfinding solution recommended in this plan has been modeled after the 'Villages of Almaguin' signage installed in Burk's Falls, Armour Township, and Ryerson Township. The locations included in the audit primarily represented municipally maintained points of interest, except for the Forgotten Trails. It is recommended that municipalities exercise caution when considering other points of interest that they do not maintain / operate. For example, some community service organizations have requested placards on existing signs in Burk's Falls. The main challenge associated with including other features relates to the cost to modify the signs once they are installed. Another point of consideration is the length of the location name, which in some cases needs to be abbreviated to ensure proper letter sizing. Wayfinding signs are not permitted within 400 meters of a provincial right of way, and will need to be considered when planning out sign locations.

Icon Images:

					
Park	Beach	Boat Launch	Washrooms	Info	Trails
					
Playground	Library	Health Centre	Arena	Fairgrounds	

Signage Properties

Post Style / Material	2" Pole / Steel (Black)
Signage Material	Aluminum
Mounting Style	Round Post Bracket
Background Colour	Blue Reflective
Image & Text Colour	White Reflective
Image & Text Height	Min 4"

Signage Dimensions

Pole Height Total	12'
Pole Height Above Ground	9'
Item Tab Height	8"



Item Tab Width

42"

Section 5 – Financial Considerations

5.1 General & Decorative Regional Gateway Signage

The costs listed below have been estimated based on similar projects undertaken by a local signage company and represent the 'high side' of the prices quoted.

Description	Quantity	Total Estimated Costs
Banners / Other general		\$10,000
Manufacture & install signs	2	\$80,000
Permits	2	\$ 1,000
Total Costs		\$91,000

5.2 Location Signage Cost Estimates by Municipality

Some municipalities already have location signage. These cost estimates include replacing existing location signage to create brand unity across the region, and as a comparison, only locations that do not currently have signage.

Municipality	Number of Total Locations	Total Cost Estimate \$1,606/sign	Number of Locations without Signs	Cost Estimate of Location Signs Needed \$1,606/sign
South River	8	\$12,848	4	\$6,424
Joly Township	3	\$4,818	2	\$3,212
Strong Township	8	\$12,848	2	\$3,212
Sundridge	6	\$9,636	3	\$4,818
Armour Township	6	\$9,636	2	\$3,212
Burk's Falls	6	\$9,636	3	\$4,818
Ryerson	3	\$4,818	3	\$4,818
McMurrich/Monteith	6	\$9,636	5	\$8,030
Perry Township	13	20,878	4	\$6,424
	Total:	\$94,754	Total:	\$44,968

5.3 Wayfinding Signage Costs by Municipality

Quotes are based on above cost estimates from Cedar Signs and Signcraft installation costs. Wayfinding signs needed does not account for the total number of wayfinding placards needed, as well as rivets or posts needed, but those costs are included in the total cost estimates.

Breakdowns of specific costs including toppers, wayfinding placards, rivets and posts for individual municipalities can be found in the Appendix 1.

Municipality	Number of Wayfinding Signs Needed (Estimate does not break down number of placards for locations)	Total Cost Estimate
South River	8	\$5,284
Joly Township	4	\$2,254
Strong Township	3	\$1,885
Sundridge	9	\$5,837
Armour Township	9	\$5,517
Burk's Falls	7	\$5,008
Ryerson	10	\$5,750
McMurrich/Monteith	4	\$2,391
Perry Township	13	\$8,091
	Total:	\$42,017

Replacement vs. Modification in Armour, Ryerson, and Burk's Falls

The original intent was to modify the existing wayfinding signs in Armour, Ryerson, and Burk's Falls. It was discovered throughout the planning process that the removal and replacement of the headers on the existing signs is expected to cost more than the replacement of the entire sign. The removal of the anti-theft rivets, combined with the creation of replacement toppers and the reinstallation of the header involved higher labour costs than installing new signs. Additionally, some existing signs are beginning to show wear which indicates that they may be getting towards the end of their service life. Costing has been provided for both options below.

Cost projections for modifying existing signs

Number of signs needed	Description of work to be done	Cost per sign	Estimated total
26	Take down of toppers by drilling out rivets at each location	\$225	\$6,525
26	prints for toppers, printed with UV guard lamination, mounted to existing aluminum backing	\$200	\$5,800
26	Re-install of toppers at each location	\$225	\$6,525
	Vandal proof Rivets		\$450
	Design setup for topper		\$85
Totals:		\$650 per sign	\$19,385

Cost projections for sign replacements

Number of Signs Needed	Description of work to be done	Cost per sign
	Custom Sign Single Sided Digital Print 38 x 18 in (topper)	\$84.73
	Custom Sign Single Sided Digital Print 42 x 8 in (wayfinding)	\$40.61
	Post Square 12' x 1 3/4" 14ga	\$45.86/ unit
	Drive Rivet Vandal Resistant	\$1.26 / unit

5.4 Total Cost Projections

Signage Type	Cost*
Gateway/General Signage	\$91,000
Location Signage	\$44,968
Wayfinding Signage	\$42,017
Project Contingency**	\$22,015
Total Projected (to date)	\$200,000

*Costs listed are for recommended items only. Changes to any aspect of this plan will involve revisions to associated costs.

** Contingency projected to accommodate price fluctuations in estimated costs provided by suppliers.

5.5 Project Funding Considerations

This project is contingent on achieving approved funding agreements from Federal and Provincial support programs. A sample funding breakdown has been provided below. Please note that these amounts have not been confirmed and are presented for discussion purposes only.

Signage Type	Cost*
FedNor NODP Program (60%)	\$120,000
OMAFRA RED Program (30%)	\$ 60,000
Applicant (ACED) Contribution	\$ 20,000
Total Projected (to date)	\$200,000

Appendix 1 : Breakdown of Quotes for Wayfinding Signage by Municipality

All quotes are based on Cedar Signs quotes for sign development and SignCraft's quotes for installation and updates of existing BACED/Villages of Almaguin signs.

South River		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
Wayfinding Signs	27	\$1,096.47
Almaguin Topper	8	\$677.84
Posts	16	\$733.76
Rivets (4 per sign)	140	\$176.40
Signcraft installation (\$325/sign)	8	\$2,600
Total costs:		\$5,284.47
Joly Township		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
Wayfinding Signs	5	\$203.05
Almaguin Topper	4	\$338.92
Posts	8	\$366.88
Rivets (4 per sign)	36	\$45.36
Signcraft installation (\$325/sign)	4	\$1,300
Total costs:		\$2,254.21
Strong Township		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
Wayfinding Signs	8	\$324.88
Almaguin Topper	3	\$254.19
Posts	6	\$275.16
Rivets (4 per sign)	44	\$55.44
Signcraft installation (\$325/sign)	3	\$975
Total costs:		\$1,884.67

Village of Sundridge		
*As Sundridge already has wayfinding signage, we have provided a quote for all new & replacements, as well if Council only wants to add signs that currently don't exist.		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
<u>Complete Replacement</u>		
Wayfinding Signs	28	\$1,137.08
Almaguin Topper	9	\$726.57
Posts	18	\$825.48
Rivets (4 per sign)	148	\$186.48
Signcraft installation (\$325/sign)	9	\$2,925
Total Costs:		\$5,836.61
<u>New Signs Only</u>		
Wayfinding Signs	11	\$446.71
Almaguin Topper	5	\$423.65
Posts	10	\$458.60
Rivets (4 per sign)	64	\$80.64
Signcraft installation (\$325/sign)	5	1,625
Total costs:		\$3,034.60
McMurrich/Monteith		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
Wayfinding Signs	8	\$324.88
Almaguin Topper	4	\$338.92
Posts	8	\$366.88
Rivets (4 per sign)	48	\$60.48
Signcraft installation (\$325/sign)	4	\$1,300
Total costs:		\$2,391.16

Perry Township		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
Wayfinding Signs	33	\$1,340.13
Almaguin Topper	13	\$1,101.49
Posts	26	\$1,192.36
Rivets (4 per sign)	184	\$231.84
Signcraft installation (\$325/sign)	13	\$4,225
Total costs:		\$8,090.82

*Armour Township, Ryerson Township, and the Village of Burk's Falls underwent a signage plan and installment in 2017. As such, several quotes are being provided to accommodate if Councils would like a completely new installation, or only install signage needed, along with an update of the existing signage toppers to reflect the new Almaguin logo.

Armour Township		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
<u>Complete Replacement</u>		
Wayfinding Signs	21	\$852.81
Almaguin Topper	9	\$762.57
Posts	18	\$825.48
Rivets (4 per sign)	120	\$151.20
Signcraft installation (\$325/sign)	9	\$2,925
Total Costs:		\$5,517.06
<u>Signcraft Updates Plus New Signs from Cedar Signs</u>		
Signcraft - Toppers needing updates (including material and labour) -\$650	5	\$3,250
Cedar Signs - New Wayfinding Signage	10	406.10
Cedar Signs - New Almaguin Toppers	4	\$338.92
Cedar Signs - Posts	8	\$366.88

Cedar Signs - Rivets (4 per sign)	56	\$70.56
Signcraft installation (\$325/sign) for new signs only	4	1,300
Total costs:		\$5,732.46

Village of Burk's Falls		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
<u>Complete Replacement</u>		
Wayfinding Signs	28	\$1,137.08
Almaguin Topper	9	\$726.57
Posts	14	\$642.04
Rivets (4 per sign)	152	\$191.52
Signcraft installation (\$325/sign)	7	\$2,275
Total Costs:		\$5,008.21
<u>Signcraft Updates Plus New Signs from Cedar Signs</u>		
Signcraft - Toppers needing updates (including material and labour) -\$650	6	\$3,900
Cedar Signs - New Wayfinding Signage	2	81.22
Cedar Signs - New Almaguin Toppers	1	\$84.73
Cedar Signs - Posts	2	\$91.72
Cedar Signs - Rivets (4 per sign)	12	\$15.12
Signcraft installation (\$325/sign) for new signs only	1	325
Total costs:		\$4,497.79

Ryerson Township		
<i>Product</i>	<i>Number of Pieces Needed</i>	<i>Total Cost</i>
<u><i>Complete Replacement</i></u>		
Wayfinding Signs	15	\$609.15
Almaguin Topper	10	\$847.30
Posts	20	\$917.20
Rivets (4 per sign)	100	\$126.00
Signcraft installation (\$325/sign)	10	\$3,250
Total Costs:		\$5,749.65
<u><i>Signcraft Updates Plus New Signs from Cedar Signs</i></u>		
Signcraft - Toppers needing updates (including material and labour) -\$650	10	\$6,500
*No new signs needed	Total cost:	\$6,500

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

RESOLUTION

Date: November 21, 2024

Resolution #2024 - 043

Moved by John Wilson

Seconded by JUSTINE Leveque

Be it resolved that this committee does hereby recommend offering Yves Savage a DCBO position effective January 1, 2025, as per wages discussed by the JBC.

.....
Carried

.....
Defeated

.....
Chairperson

Recorded Vote:	For	Against
Robert Brooks
Budd Brown
Justine Leveque
Glenn Miller
Neil Scarlett
Marianne Stickland
John Wilson

Conflict of Interest Declared and Seat(s)
Vacated: