

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR MEETING AGENDA AS AMENDED**

**March 11, 2025 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](mailto:treasurer@ryersontownship.ca)

**Meeting will be recorded.**

*The Municipal Council of the Township of Ryerson recognizes that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring indigenous communities.*

**Note: (R)** denotes resolution

**1. CALL TO ORDER:**

- 1.1 Attendance, roll call: in person and electronic, late attendees
- 1.2 Announcement: This meeting is being recorded
- 1.3 Motion to adopt the agenda as presented. **(R)**

**2. ADOPTION OF MINUTES:**

- 2.1 Adoption of minutes from the Tri-Council meeting on February 24, 2025, the regular meeting on February 25, 2025, and the special meeting on February 26, 2025. **(R)**

**3. DECLARATION OF PECUNIARY INTEREST:**

**4. DELEGATION AND PRESENTATIONS:**

- 4.1 Barry Burton Re: Proposed Battery Energy Storage System (BESS) Community Concerns.

**5. TENDERS/QUOTES/REQUEST FOR PROPOSALS (RFP):**

5.1 Resolution to tender for road projects. (R)

**6. REPORTS:**

6.1 **CAO/TREASURER:** Shared Service adoptions of Arena (R), Fire (R), Waste Management (R), Library (R), and RTO budgets (R), 2025 Final Budget, Excavator Report (R), Geotechnical Report and Site Plan for Fire Hall.

6.2 **CLERK:** Flag Policy. (R)

6.3 **COUNCIL MEMBERS:**

**7. COMMUNICATION ITEMS:**

General Correspondence:

7.1 Historical Society February 17, 2025, meeting minutes.

7.2 Port Carman Summer Kick-Off poster.

7.3 District of Parry Sound Social Services Administration Board CAO report.

7.4 Township of Armour: Arena Budget Resolution.

7.5 Township of Armour: Fire Budget Resolution.

7.6 Township of Armour: Landfill Budget Resolution.

7.7 Township of Armour: Library Budget Resolution.

7.8 Township of Armour: Library Commitment Resolution.

7.9 Greystone Geotech Foundation Quote: Library.

7.10 Joint Building Committee February Permit Summary.

**8. CONFIRMING BY-LAW:**

8.1 To confirm the meetings of Council (R)

**9. IMPORTANT DATES:**

March 25, 2025, Public Meeting 5:30 p.m.

March 25, 2025, Regular Meeting 6:00 p.m.

**10. ADJOURNMENT: (R)**

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**LIST OF PROPOSED RESOLUTIONS**

**FOR COUNCIL MEETING: March 11, 2025 AT 6:00 P.M.**

**Item # 1.3 on Agenda** Moved by Councillor Patterson,      Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council adopt the March 11, 2025 agenda as circulated.

**Item # 2.1 on Agenda** Moved by Councillor Miller,      Seconded by Councillor Patterson,

Be it resolved that the minutes from the Tri-Council meeting February 24, 2025, the regular meeting February 25, 2025, and the special meeting on February 26, 2025, be adopted as circulated.

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

Be it resolved that the Ryerson Township Council authorize tenders to be issued for the supply and apply of crushed granite, roadside mowing, Peggs Mountain Road resurfacing, and supply and stockpile winter sand.

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

Be it resolved that Ryerson Township Council approves the 2025 net Armour, Ryerson, Burk's Falls Memorial Arena budget, in the amount of \$488,615, with Ryerson's share to be \$162,872. Two percent of Ryerson's share of the total operating expenditures in the amount of \$3,717 will be put into an arena reserve.

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

Be it resolved that Ryerson Township Council approves the 2025 net fire budget in the amount of \$542,522, with Ryerson's share to be \$127,818. Two percent of Ryerson's share of the total operating expenditures in the amount of \$2,469 will be put into a fire reserve.

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

Be it resolved that Ryerson Township Council approve the 2025 net Tri-R Waste Management budget in the amount of \$317,500.00 with Ryerson's share to be \$105,174.00. Two percent of Ryerson's share of the total operating expenditures in the amount of \$3,115 will be put into a landfill reserve.

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

Be it resolved that Ryerson Township Council approve the 2025 net Library Board budget in the amount of \$185,150.00. Ryerson's share to be \$41,506.00.

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

Be it resolved that Ryerson Township Council approve the 2025 South East Parry Sound Regional Fire Training Officer Budget in the amount of \$85,408.00, with Ryerson's share to be \$4,024.00.

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

Be it resolved that Ryerson Township Council direct staff to issue a tender for contracted brushing work.

**Item # 8.1 on Agenda** Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # \_\_\_\_-25, being a By-law to confirm the meetings of Council and further; That By-Law # \_\_\_\_-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 11<sup>th</sup> day of March 2025.

**Item # 10 on Agenda** Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at \_\_\_\_\_. The next regular meeting is March 25, 2025 at 6:00 p.m.



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

### **MINUTES**

#### **TRI-COUNCIL MEETING FEBRUARY 24, 2025**

The combined in-person/virtual TRI Council meeting of the Councils of the Township of Armour, the Village of Burk's Falls, and the Township of Ryerson was held on Monday, February 24, 2025, at 7:00 pm at the Burk's Falls, Armour & Ryerson Memorial Arena, hosted by the Village of Burk's Falls.

#### **ATTENDANCE:**

Township of Ryerson Council present included Councillors Beverly Abbott, Glenn Miller, Delynne Patterson, and Dan Robertson; Staff: Nancy Field, Clerk, Brayden Robinson, CAO/Treasurer, Joe Readman, Fire Chief

Village of Burk's Falls Council present included Mayor Chris Hope, Councillors Ryan Baptiste, Sean Cotton, Ashley Brandt; Staff: Denis Duguay CAO-Clerk, Tammy Wylie, Treasurer, Camille Barr, Senior Administrative Assistant, Graham Smith, Arena Manager, Christina Merrick Assistant Arena Manager  
Township of Armour Council present included Mayor Rod Ward; Councillors Jerry Brandt, Dorothy Haggart-Davis, and Wendy Whitwell; Staff: Charlene Watt, Clerk, Dave Gray, CAO, Amy Tilley, Waste Management Administrator

Guests: Nieves Guijarro, Albine Cook, Jonathan Hind, Nancy Kyte, Tara Ratcliff, Vicky Roeder-Martin, Diane Brandt, Krista Trulsen, Ariel Baptiste, Laura Page, Cathy Still, Don Still, Sarah Cooke, Karen Hoffman, Chris Joiner, Kim Joiner, Dave Turkington, Jason Newman, Barry Burton.

By Zoom: Taylor Keetch, Douglas McLean, Kelly Morissette, Ana, Erica, Jim, Alison McGregor, Judy Kosowan, iPhone User, Jill, Candy Shuker,

#### **1. Welcome**

The meeting was called to order at 7:00 pm by Mayor Chris Hope who welcomed all participants to the meeting.

#### **2. Indigenous Land Acknowledgement**

Mayor Chris Hope acknowledged the lands as the traditional territory of indigenous peoples, dating back countless generations, honouring the ancestral guardians of the land and its waterway and recognizing the Robinson-Huron and Williams Treaties, showing respect for the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

#### **3. Declaration of Pecuniary Interest**

None

**4. Approve Notes from TRI Council Meeting**

2025-01 Moved by Ryan Baptiste - Seconded by Beverly Abbott

Be it resolved;

That the TRI Council of the Village of Burk's Falls, Township of Ryerson and the Township of Armour hereby approve the amended notes of the regular meeting held October 28, 2024.  
Carried.

**5. Township of Armour Shared Services Resolution Clarification**

Township of Armour Mayor started by providing a public apology for the comments that were made during a Township of Armour meeting held January 14, 2025.

The Township of Armour indicated they regularly review Council objectives, their strategic plan and progress. They shared that their concern is about shared services across Almaguin, not just those shared with Burk's Falls and Ryerson. The final matter to prompt the resolution was a decision the Village of Burk's Falls made to provide notice to the ACED program and the impact this decision could have on the program as a whole, which relies on regional partnerships to exist. They had hoped Burk's Falls would have discussed the financial concern with ACED prior to making the resolution and a negotiation could have occurred. Armour feels that Burk's Falls wants to go in another direction and there is desire for open communication and finding a common ground. Armour stated they wish to work with Burk's Falls and Ryerson however the current shared services agreement does not speak to the future and the feeling is little happens between TRI Council meetings. Armour wishes to have a new agreement which focuses a vision for the future of services.

Mayor of Burk's Falls Chris Hope stated Burk's Falls Council feels the same way and at times feels as though they are not heard. The Council is looking several years ahead and wishes to discuss the future. He clarified Burk's Falls did provide notice to ACED with a clause indicating this could be revisited. Mayor Chris Hope accepted the apology offered.

It was further discussed there is a strong need for the three municipal CAOs, Clerks and Mayors to meet on a frequent basis, to move forward collaboratively and further resolve the matter.

**6. Library Agreement Impact in One (1) Year**

Township of Armour Mayor Rod Ward met with the Chair of the Library Board to share that from an operations perspective, Armour will continue to cover their future share towards the library. Armour will discuss this matter tomorrow at their regular meeting with a resolution to follow.

**7. Shared Services Agreement Impact in Two (2) Years**

The current shared services agreement concludes at the end of 2027. The Township of Armour would like a new agreement with a focus on the future and the possibility of expanding the agreement with additional partnerships. Armour confirms that at this point they have stated they are leaving the current agreement when it expires, but at any point they can rescind the resolution or reword it. This provides an option to conclude the old agreement and develop a new plan.

The Township of Ryerson emphasized that time is of the essence as they have approximately two months or the firehall project will not move forward without a shared services agreement.

**8. Shared Services Agreement Discussion**

Discussion occurred above.

**9. TRI R Agricultural Society Tent Rental Accounting Process**

At present, when tents are rented for the fair, the funds are flowed through the Arena budget. This is not the ideal department for this to be allocated to. For 2025 the accounting process will be status quo. For 2026 the Agricultural Society will present at Tri Council (post fair) and a new process for tent rental accounting will be established.

**10. Armour, Ryerson and Burk's Falls Memorial Arena 2024 Budget Actuals and 2025 Draft Budget**

Assistant Arena Manager Christina Merrick presented the 2024 Arena Budget Actuals highlighting an increase in rentals and new interest in the facility. The arena saw a significant increase in total ice use. More use means greater wear and tear which can impact the budget. Significant and unexpected expenses were highlighted.

Arena Manager Graham Smith provided an overview of the draft 2025 budget. An increase in the staffing compliment to mitigate health and safety risks has been added as well additional expenses that continue to rise.

Council was provided an opportunity to ask questions regarding the 2025 draft budget.

**11. Burk's Falls, Armour & Ryerson Union Public Library Budget (Armour Twp)**

CEO Nieves Guijarro provided a presentation to Council focusing on the importance of the library and its services, 2024 statistics, and the 2025 draft budget. Council was provided the opportunity to ask questions regarding the 2025 draft budget.

**12. Burk's Falls, Armour & Ryerson Union Public Library Update (Armour Twp)**

The geo technical report was previously circulated to Councils and since, three options have been presented to address the needs as outlined in the report. Price varies between \$290,000 and \$320,000.00. A cost analysis has yet to be completed. Township of Armour CAO Dave Gray will share the options with the TRI Council.

**13. TRI R Landfill and Recycling Report and 2025 Draft Budget**

Waste Management Administrator Amy Tilley provided an overview of 2024 which included a significant reduction in fill at the site as a result of a decrease in house demolition. It is projected there is 13 years of life remaining at the landfill. Amy discussed the transition to Full Producer Responsibility. In 2026 comixing of recyclable materials will end. In Q3 more information will be provided.

Council was provided the opportunity to ask questions regarding the 2025 draft budget.

**14. Joe Readman to Discuss Fireworks Certification Update**

The department set aside \$1500.00 in the budget to have 9-10 fire fighters certified to set off fireworks. This will allow the department to purchase, store, set up, ignite, and clean up fireworks, allowing for a bigger show for the communities.

**15. Firehall 2025 Draft Budget**

Fire Chief Joe Readman provided an overview of the draft 2025 budget. Highlights included an enclosed trailer for swift access of equipment at the scene. As an option, the current sea can may be sold to recoup costs.

The concrete pad for the Training Build Building is in place. The unit will be installed in the spring.

Council was provided the opportunity to ask questions regarding the 2025 draft budget.

**16. Firehall Project Update**

Much effort has been invested into the project to this point. At present there are two obstacles the project faces: The future of a shared services agreement and a geo technical report.

Discussion occurred that although there is a current shared services agreement in place, The Township of Ryerson will not risk the potential termination of this agreement, leaving their residents in a potential repayment situation. It is said this should be a question for legal. Ryerson will not move forward without an agreement in place.

Greystone provided 5 site options for the new build; one included a helipad. The site plans include the firehall as well as a future health and wellness centre. The site plan and survey are complete, and the Township of Armour awaits results of the core sample.

**17. Firehall Ownership**

The Township of Armour confirmed that the purchase of the MTO lands has been completed. Title was transferred on December 12, 2024 and a survey of the land has been recently registered. Armour Mayor provided details on the ownership of the new fire hall that is to be constructed at the corner of Peggs Mountain Road and Ferguson Road. The Township of Armour will continue to own the property for the service. The ownership of the fire hall will be determined through a percentage of disbursed funds.

**18. Next Quarterly Meeting**

The next meeting of the TRI Council will be held on May 26, 2025 and hosted by the Township of Ryerson.

**19. Adjournment**

2025-02 Moved by Dan Robertson - Seconded by Sean Cotton

Be it resolved;

That the TRI Council of the Village of Burk's Falls, Township of Ryerson and the Township of Armour hereby adjourn the regular TRI Council meeting held February 24, 2025.

Carried.

The meeting adjourned at 8:18 pm

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George Sterling, Mayor

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Nancy Field, Clerk

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**REGULAR COUNCIL MEETING**

**MINUTES**

**February 25, 2025 AT 6:00 P.M.**

The regular meeting of Council of the Corporation of the Township of Ryerson was held **February 25, 2025** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

**1. CALL TO ORDER**

Councillor Miller 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: Councillors: Miller, Patterson, Abbott and Robertson.

Regrets: Mayor Sterling

Staff in attendance: Brayden Robinson and Nancy Field

Public attending in person or electronically: Barry Burton, Ana Cultraro, Douglas McLean, Judy Kosowan, Nancy Anderson, Dino Cultraro, Roman Kaczynski and Nieves Guijarro.

Notice of this meeting was posted on the website.

**1. ADOPTION OF AGENDA**

**R- 30 - 25** Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the February 25, 2025 agenda as circulated.

(Carried)

**2. ADOPTION OF MINUTES**

**R- 31 - 25** Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that the minutes from the regular meeting February 11, 2025, be adopted as circulated.

(Carried)

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

**4. DELEGATION:** Ana Cultraro attended the Council meeting to speak with Council regarding her concerns with the proposed Battery Energy Storage System (BESS) in Armour Township.

**5. REPORTS:**

**CLERK:** Nancy provided Council with the 2025 spring newsletter and the 2025 Sandbag policy. Comments and discussions were had. Resolution noted below.

**R- 32 - 25** Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council has received the March 2025 Sandbag Policy.

(Carried)

COUNCIL REPORTS:

- Councillor Abbott provided Council with a library report.
- Councillor Patterson provided Council with a flag policy report.

6. COMMUNICATION ITEMS

**R- 33 - 25** Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council approve a donation/sponsorship of \$100.00 towards the 2<sup>nd</sup> annual Almaguin Meltdown 3 on 3 hockey tournament.


(Carried)

**R- 34 - 25** Moved by Councillor Patterson, Seconded by Councillor Abbott,

**WHEREAS** the Parry Sound District EMS Advisory Committee Board Representative has resigned from the Village of Burk’s Falls;

**AND WHEREAS** there is an urgent need for a new representative on the Advisory Board;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of Ryerson support the nomination of:

 \_\_\_\_\_ Dan Robertson (Ryerson)  
\_\_\_\_\_ Jon Hind (Magnetawan)  
\_\_\_\_\_ ~~Cheryl Philip (Kearney)~~

(Carried)

General Information:

- Council received the Joint Building Committee meeting minutes for January 16, 2025 meeting.
- Council received the Joint Building Committee final budget.
- Council received the Almaguin Highlands Health Centre (AHHC) February minutes.
- Council received email from Almaguin Community Economic Development ACED workplan.
- Council received the draft 2025 ACED Workplan.
- Council received email from Charlene Watt regarding the Battery Energy Storage System (BESS)
- Council received the BESS Notice of Complete Application
- Council received the BESS site plan.
- Council received the notice from Huntsville Hospital regarding Planned Power Outage.
- Council received the revised Preliminary Geotechnical report for the Library.

7. CONFIRMING BY-LAW

**R- 35 -25** Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that leave be given to introduce a Bill # 11-25, being a By-law to confirm the meetings of Council and further; That By-Law # 11-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 25<sup>th</sup> day of February 2025.

(Carried)

8. **CLOSED SESSION**

**R- 36 -25** Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that we move to a closed meeting at 6:40 p.m., pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (i) as the subject matter being considered is regarding third party information supplied in confidence to the municipality (e.g. trade secret, or scientific, technical, commercial, financial, or labour relations information); The general nature of the closed meeting is to discuss the AHHC.  
and; pursuant to the Municipal Act 2001, c. 25, Section 239 (2)(k) to discuss a position, plan, procedure, criteria, or instruction to be applied to negotiations. The general nature of the closed meeting is to discuss negotiations for shared services.

(Carried)

9. **RETURN TO OPEN**

10. **ADJOURNMENT:**

**R- 37 -25** Moved by Councillor Patterson, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at 7:11 p.m. The next regular meeting is March 11, 2025, at 6:00 p.m.

(Carried)

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**CORPORATION OF THE TOWNSHIP OF RYERSON**

**SPECIAL COUNCIL MEETING**

**MINUTES**

Wednesday, February 26, 2025

A special meeting of Council was held Wednesday, February 26, 2025 at 9:07 a.m. The purpose of this meeting was to review and discuss the 2025 draft budget.

Members of Council were notified of this special meeting during the regular Council meeting on February 11, 2025. Council was also notified by receiving the agenda by email on February 25, 2025. The public was notified of this meeting by posting of this special meeting agenda on February 25, 2025, on the website.

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

Regrets: Mayor Sterling.

Staff in attendance: Brayden Robinson and Nancy Field.

Councillor Miller called the meeting to order at 9:07 a.m.

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

CAO/Treasurer Brayden Robinson provided Council with the 2025 Draft Budget. Council discussed the budget, and questions were asked and answered.

**ADJOURNMENT**

**SP. R – 03 -25** Moved by Councillor Robertson, seconded by Councillor Abbott

Be it resolved that we do now adjourn at 10:07 a.m.

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MAYOR

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CLERK



**TOWNSHIP OF RYERSON**

28 MIDLOTHIAN ROAD

R. R. # 1

BURKS FALLS, ONTARIO P0A 1C0

Phone 705 382-3232 Fax 705 382-3286

email: clerk@ryersontownship.ca

**DELEGATION REQUEST FORM**

NAME: Barry Burton

MAILING ADDRESS: 1009 Spring Hill Rd.

Burk's Falls ON. P0A 1C0

PHONE NUMBER: 416 524 7764

COUNCIL MEETING DATE: March 11 2025

PRESENTATION TO BE PROVIDED TO THE CLERK? YES ☒ NO ☐

POWERPOINT REQUIRED? YES ☒ NO ☐

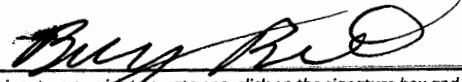
GENERAL NATURE OF DELEGATION:

Community Concerns and Opposition to the BESS battery installation in  
Armour Twp

If more space is required please attach another page.

Communications addressed to Council and its Advisory Committees will become part of the public record and will be placed on a public agenda. Anonymous communications sent to Council or to its Committees will NOT be accepted.

I acknowledge that personal information contained within my communication(s) may become part of the public record and may be made available to the public through the Council/Committee process.

SIGNATURE:  DATE: FEB. 27/25  
If you have a digital signature or wish to create one, click on the signature box and follow the instructions.  
If you do NOT have a digital signature, please print and sign the form.



AGENDA

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

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## ARBFMA Arena Managers 2024 Budget Actuals Review

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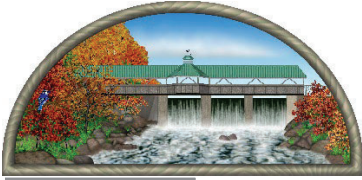
### Rental Revenues

- The arena rental operations in 2024 continued to be busy throughout the entire year
- There were a variety of tournaments, floor rentals, ice rentals, sponsored public skates, birthday parties and banquet hall events.
- Staff adjusted the public skating schedule starting July 01<sup>st</sup> to shorten the public skating hours from 3 hours per day down to 2 hours per day.
- The adjustment in the public skating hours allowed staff to increase ice rentals on Friday evenings and Sunday afternoon.
- The ice rentals from January to April were up 190 ½ in 2024 at a total of 610 hours utilized.
- The summer ice rentals in July and August were very similar to the 2023 ice rental hours and increased 6 ½ hours.
- The September ice rentals increased from 141 hours in 2023 to 164 hours in September 2024.
- The October to December ice rentals were very positive in 2024. Staff utilized 70 ¾ more ice hours in 2024.
- The entire year of ice rentals in 2024 increased by 291 ¼ hours from 2023.
- **Note:** Since 2022 the ice rental ice usage has increased by 765 hours
- The rentals the Karl Crozier room remained steady from those hours booked in 2023 with a slight increase in use of 26 ½ hours.
- Staff secured a full sponsorship for the Christmas public skating offered.
- Staff also secured a partial sponsorship for the 2024 March Break so free skating could be offered to the community.
- 2024 was a very exciting year as we had inquiries for a few new events like a Roller Derby, Circus, Woman's Hockey Tournament, Puck and Ball tournament, Ball & Roller Ball Hockey, and a Bible Study group.
- The advertising sales increased in 2024 because of added arena board advertising

### Sales Revenues

- The snack bar, skate sharpening, and public skating totals exceeded 2024 budget estimates.
- The skate sharpening and public skating totals will now be included with the snack bar revenues. The reasoning for this is because of the great number of debit sales for all 3 revenue categories which can't be identified and separated at the time of each sale.
- Staff removed a pop vending machine from the lobby and replaced it with a snack vending machine which generates a commission for the facility.
- Public skating attendance dropped off in 2024 and is still busy both days but not as overwhelming as it was in 2023.
- The summer public skating in 2024 and 2023 was very slow and will likely not be offered weekly in the summer of 2025.

The Municipality of the  
**VILLAGE OF BURK'S FALLS**



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**AGENDA**

**Operating Expenditures Highlights:**

**Wages and Benefits**

- The increased facility rentals, longer ice season, shorter down time, staff holidays and short-term disability time have increased the use of the PW/Arena shared staff.
- Staff are looking to address this shortage in the 2025 budget
- The additional need for staff was apparent in the summer of 2024 and continued into the fall and winter.
- The need for more staff is not in question anymore it's a matter of when it becomes official.
- ARBFMA does not close for stat days except for December 25<sup>th</sup> and January 01<sup>st</sup>.
- Minimum wage increased again in 2024.

**Audit and Accounting**

- Audit and Accounting expense for 2024 were under budget by more than the 2024 budget.

**Insurance**

- The insurance expense for the arena was \$1,300 over the budgeted estimate.

**Telephone**

- The Telephone and internet expenses were over budget
- The reason for this overage was the price of the new internet service installed in 2024.

**Hydro**

- The Hydro use for the year has increased
- The increase is expected and varies because weather, humidity, and daily heat load on the ice surface.
- Ice making, busy summer months, September and a very busy December also add to the impact on the hydro usage.

**Natural Gas**

- The natural gas use for the year has decreased from the budget estimates
- The new mechanical dehumidifier would decrease the gas use for the gas fired desiccant because it didn't have to work as hard in 2024.
- Replacing the gas fired desiccant dehumidifier at the end of 2024 will have an impact on the gas usage but those figures will not be noticeable until 2025.

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## **AGENDA**

- The more the ice is resurfaced, means higher the costs to heat the hot water required for the ice resurfacing
- The number of adult users in the facility also increases the hot water required for showers.

### **Water and Sewar**

- The water and sewage numbers were over budget by \$140.
- The Water and Sewage use for the year increased especially after a very busy summer and fall ice season.
- Increased floods & showers & washroom required has increased water & sewage demand.

### **Ice Plant**

- The ice plant had a few major issues in 2024 that needed to be dealt with in a timely manner
- After the refrigeration plant start up staff experienced some mechanical issues and needed all refrigeration fittings to be repaired.
- There were many issues with the water pipes in the refrigeration room that needed to be addressed including the installation of 2 backflow preventors.
- The glycol pump had a major breakdown, and the glycol pump was replaced.
- The Dehumidifier froze up in August causing an issue with the air flow and humidity in the rink
- As the plant use increases it is natural to see more breakdowns and increased costs for maintenance.
- Staff will need to closely monitor this expenses line in the next few years to be sure an adequate amount of budget dollars are allocated annually.

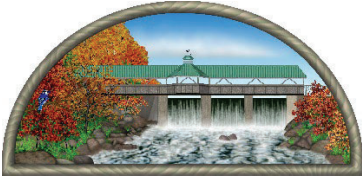
### **Building Maintenance**

- The building maintenance was over budget by \$1,277.
- The real issue in this line item was 2 major expenses in 2024 that were not expected.
- 1) The generator needed more work than anticipated in the Capital budget. The extra work required to get the generator operating as a warming/cooling and evacuation Centre was estimated to be \$10,000. \$5,200 of those expenses were absorbed in the 2024 building maintenance budget and the remaining expenses/repairs would be allocated in the 2025 Capital needs.
- 2) The heat exchanger for the lobby & dressing room furnace was red tagged in December 2024 and the furnace needed immediately replaced. This job was done for \$3,000.
- The 2 above major breakdowns that were absorbed in the building maintenance budget would normally be addressed in the Capital budget annually.
- The 2 major breakdowns were the reason the building maintenance budget was over in 2024.

### **Cleaning Supplies**

- The cleaning supplies budget was over \$1367 in 2024

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## **AGENDA**

- As facility use increases, the cleaning supplies and toiletries required for the facility will be impacted by the number of patrons that enter the facility.
- Staff will need to monitor this budget line in 2025 especially if the number of patrons continue to increase.

### **Zamboni**

- As expected, there were no major breakdowns with the Zamboni for 2024
- Staff experienced an increase in propane use and blade sharpening because of the almost 300 extra ice hours sold in 2024.
- The New Ice mechanic takes care of the Zamboni with great care. Like the refrigeration mechanic they treat our staff and facility like customers not dollar signs. This attitude goes a long way in building trust in the mechanics we require for the ARBFMA.

### **Office Supplies and Uniforms**

- The office supplies budget was right on budget for 2024.

### **Fire Safety**

- The Fire safety numbers were right on budget for 2024.

### **Snow Removal**

- The Snow Removal numbers are under for 2024.
- The snow removal numbers will differ annually depending on snow fall and sanding needs in the parking lot.

### **Elevator**

- The Elevator numbers for 2024, were under and there were no major issues with the elevator past the quarterly maintenance contract expenses.

### **Skate Sharpener**

- The Skate Sharpening maintenance budget was under for 2024 as staff only required a bronze clamp for the skate holder in 2024.

### **Booth Supplies**

- The booth supplies are over budget already for 2024.
- The increased sales numbers coincide with needed product to generate increased sales.

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## **AGENDA**

- Staff still experience some food spoilage mostly due with keeping the snack bar staffed and only operating 2 to 3 days a week.
- Snack bar product prices have increased, and staff have adjusted prices appropriately.

### **Training**

- The training budget is being used annually by the manager in training.
- There was no other staff training required for 2024

### **Ag Society Fair Tents**

- The fair tents were slightly over budget in 2024
- The fair tents should not be included as a budget expenses in the operating budget of the ARBFMA.

## **Capital Expenditures:**

### **Generator Repairs and 5 Year inspection**

- The Generator Capital repairs were completed and was over budget by \$550
- During the capital project it was found that there would be more than another \$10,000 in work that would need to be completed to have the generator functioning properly.
- Senior staff met, discussed and decided to try to absorb about \$5,200 in repairs to the 2024 building maintenance budget in 2024.
- The remainder of the work required would be put off and then allocated to the 2025 budget for Capital funding
- The generator has worked as required since this major work was completed
- Staff also signed a 5-year maintenance agreement to ensure the facility is prepared for an emergency.

### **Top End Rebuilds**

- The rebuilds were completed was over budget by \$568.

### **Desiccant or Mechanical Dehumidifier**

- The electric desiccant dehumidifier work was completed and was under budget by \$5,725
- There were some issues with the dehumidifier when it arrived. These issues were eventually taken care of
- There was an operational issue in November which delayed unit to be working efficiently until early December 2024
- Staff are looking forward to seeing the impact on the facility utilities in 2025 and having 2 dehumidifiers operational for ice making in June 2025



## **AGENDA**

### **LED Score clock**

- This work was completed under budget by \$832
- Staff have sold 5 years of advertising for the arena scoreboard

### **Zamboni and Compressor Room Roof**

- This work was completed before the summer ice season started
- The job was completed under budget by \$12,445

### **Lintel and Overhead Door Jams**

- This job was not completed and needs to be added to the Capital budget for 2025.
- Issue for completion was the spec required for this job – staff and the facility contractor are still waiting for these specs to be delivered
- This job is one of the recommendations for the Facility Assessment Report completed in 2023 and is one of the short-term recommendations in the report.

### **Crack Repairs in Floor Slab and Walls**

- This job is one of the recommendations for the Facility Assessment Report completed in 2023 and is one of the short-term recommendations in the report.
- This job was completed and over budget by \$1,000 however that was due to having some of the work completed that was scheduled for 2025.
- The contractor advised it made sense to complete it during the repairs to the cracks

### **Conclusion**

The drastic increase in ice rentals over a small period with no increase in the staff compliment has started causing a negative effect with facility operations. Some of these negative effects are as follows; increased building & equipment maintenance, increased cleaning supplies & expenses, increased utilities, increased staffing limitations for day-to-day operations like cleaning & maintenance and limitations in the number rental hours made available to the public.

The increased revenues for 2025 along with the increased operational expenses were quite a challenge to stay within budget but staff still managed to be under budget for 2024.





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**AGENDA**

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**ARBFMA Arena Managers 2025 Budget Report**

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**RECOMMENDATIONS**

It is recommended that the Village of Burk's Falls and the Tri-Council consisting of the Village of Burk's Falls, The Township of Ryerson, and the Township of Armour accept the 2025 ARBFMA Budget for discussion.

It is recommended the Village of Burk's Falls Council, and the Tri-Council also understand that staff are still working on the 2025 budget process that may affect the final 2025 budget proposal in 2025.

**BACKGROUND**

- Senior management prepare an annual budget for discussion and approval.
- Average operating costs annually rise 5% to 9 %
- The increase in facility rentals/usage increase operational costs including wage requirements, maintenance and utilities.
- Cutting areas of the operations budget will result in a negative change in the service level that staff perform and offer.
- Staff work hard to offer great service at the ARBFMA and believe the level of service and customer service provided results in positive feedback about the ARBFMA that creates new and return customers.
- Revenues rates have been set for the next 4 years.
- The Capital items are discussed in the order of importance including facility equipment needs, health & safety issues and mandated work.
- Capital items are items required to assist staff with running the facility efficiently and effectively. The capital items could be moved in the 10-year capital plan to neighboring years but are items staff will still require.
- Cutting capital costs will have a negative effect when staff are forced to manage equipment that needs replaced that will require the spending of operational budget dollars that could have been avoided.
- It is better to finance some of high-ticket Capital budget items over a longer period, so budget requests are not cut.
- The Health and Safety item(s) are needed to protect staffs health and safety at work.

**Revenue Update**

- Ice rentals revenues have been adjusted to reflect a 2% increase for the summer and fall/winter ice season.
- Staff now have 3 good solid years of data to get a better understanding of the number of rental requests for the facility.





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**AGENDA**

- Staff have adjusted the revenue numbers based on trends found in 2022, 2023 and 2024 including current inquiries for 2025 for facility rentals, snack bar revenues, skate sharpening and public skating.
- Staff have prepared a 5-year rates schedule for Council to approve
- Staff prepared an advertising report for the Village of Burk's Falls Council proposing new rates, new advertising opportunities and long-term advertising opportunities. The advertising revenues have been adjusted accordingly based on the approved rates and current advertising requests
- Ice rentals also reflect ice being used in September 2025 with anticipation that September ice users will include extended summer ice users, early regular fall users, Minor Hockey, and new public inquiries.
- If a decision is made to cancel September ice the budget will need to be adjusted appropriately by 37 days of ice rentals. The amount of this 37 days of ice rentals lost is estimated to be \$17,500.
- Concession and Public Skating revenues have been adjusted to reflect the increased facility use by Minor Sports, tournaments, and public skating numbers.
- Skate sharpening is an estimate based on September 2023 and current 2024 numbers.
- The town treasury staff have allocated the skate sharpening and public skating revenues to concessions for 2025, and staff will only be reporting one budget line in the 2025 budget as well as future budgets.
- Hall rentals have been adjusted to include the senior's programs and the exercise and yoga programs. Inquiries for hall use for large functions has declined significantly. Staff are hoping to see birthday party rentals to remain steady and other special event inquiries in 2025.
- Staff have already guaranteed the same contracts for the summer of 2025 and staff anticipate getting close to 600 hours of ice utilized again.
- The September tournament has been booked again as well as the puck and ball tournament in October.
- The special rental rates for slower times have helped increased ice usage as well as the revenues in the facility. Staff anticipate the ice rentals to peak near 2000 hours in 2025.

**Expenses Update**

**Wages**

- Wages for 2025 are approved 2025 rates of pay and reflect current levels operations for the facility.
- Wages include a request to add the inter-department shared staff to full-time arena ASAP.
- Currently senior staff and the Village of Burk's personal committee are discussing staff options that will protect staff working alone and meeting the health and safety expectations under the Occupational Health and Safety Act – Ontario.
- The increased facility rentals and increased maintenance & cleaning required for day-to-day operations has forced staff to utilize the shared staff full-time since November 2024.
- Staff do not see a break in facility operations until the end of April that will permit the shared staff being available to Public works for more than 2 to 3 days per month.



## AGENDA

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### Insurance

- Insurance continues to increase significantly and staff to not see that trend to stop in 2025.
- Staff would recommend that Council look further into the insurance rates and determine how these rates might be lowered

### Utilities

- Water, Gas and Hydro reflect 2024 actuals
- Staff anticipate a minimum 5% to 10 % increase in rates for both gas and hydro and those rates are still under the process for approval for 2025
- Natural gas charges should decrease in 2025 as the facility now has an electric desiccant dehumidifier instead of a gas-powered desiccant.
- The new desiccant has only one motor as opposed to the gas-powered desiccant which has 2 motors. Staff expect to see a slight reduction in hydro used by the dehumidifiers
- As the ice usage and facility usage increases the water usage is increasing steadily annually

### Ice Plant

- Once compressor #2 compressor has been changed, staff do not anticipate any major issues in the compressor room.
- Although staff spend money for preventative maintenance annually the 9 ½ months of wear and tear on the refrigeration equipment does increase the risk of potential breakdowns and repairs.
- Staff do pay for water treatment for the refrigeration equipment and that service will continue in 2025. The water treatment helps the equipment run cleaner and helps extend the life of the aging condenser

### Building Maintenance and Cleaning Supplies

- Staff expect building maintenance and cleaning supplies to increase in 2025 as the building facility usage continues to increase.
- Staff will continue to replace the tempered arena glass and damaged plexi glass with plexi. The plexi is safer to replace when it breaks and its lighter for staff to handle when there is maintenance needed.
- The increased use of the facility has limited staff's free time for some of the big jobs like resurfacing the hall floor and Staff have allocated an \$2,200 in the building maintenance budget to have the floors in the hall refinished professionally
- This is now something that has been budgeted for in the maintenance budget for 2025
- The cleaning supplies continue to rise as the building gets busier and this number has been adjusted to reflect the increased facility use.



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**AGENDA**

**Zamboni**

- The Zamboni maintenance will continue to rise as the building as the ice rentals get busier and this number has been adjusted to reflect the increase.
- Staff have found a good mechanic that keep the machine running properly and keeps staff updated when there may be extra service required
- Staff have discovered a leak in the water tank for ice resurfacing and will need to have that tank replaced in 2025 during the spring maintenance.
- The Zamboni expenses that are not often seen are for fuel, blade sharpening and adding a new Zamboni parts like a board brush, impellers, & spreader cloth.

**Office Supplies**

- The Office supplies have been adjusted to offset costs for Clover and Booking software fees.
- The cost of the BookKing program pays for itself by creating the following staff efficiencies with reports, AR lists, online contract signing, customer requests using the online program, reduction in double bookings, and staff accountability.
- The office supplies reflect the true costs of managing the facility operations and rentals annually
- The office supplies also include staff work boots, work gloves, shirts and other safety equipment as required.

**Fire Safety**

- The fire safety expense remains constant annually with a slight increase to the facility budget

**First Aid Supplies**

- This is a new budget line for Council to the ARBFMA budget
- The first aid supplies are monitored by staff for public first aid kits and staff first aid which is monitored under the OHSA.
- Staff will need to add expenses for Defibrillator batteries (every 5 years) and pads (every 2 years) as this is no-longer done by the area paramedics.

**Snow Removal**

- The snow removal for the year varies depending on snowfall and sanding as it is required.
- This is a services contracted by the Village of Burk's Falls Public Works Superintendent

**Elevator**

- The elevator expense is mandated by the TSSA, so the facility elevator is up to code.



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## **AGENDA**

### **Skate Sharpener**

- This will be the last year this expense will be a line of its own. In 2026 this expense will be part of the booth supplies figures.

### **Booth Supplies**

- The booth supplies will reflect product required for the snack bar and are determined at approximately 45% of the total anticipated revenues.
- This booth supplies will vary depending on how busy the snack booth is annually

### **Training**

- Most of the training budget will be utilized by the staff chosen for the succession training
- There will be some training required by the other facility staff as well to keep them current with standards associated until the OHSA.

### **Fall Fair Tents**

- This expense is not an expense that should be in the operational budget for the arena
- This expense should be absorbed by the municipalities general government budget if this is a donation to the ARBFAS.

## **FINANCIAL IMPACT**

Typically, the operating expenses rise 5% to 9 % annually but history shows the facility rates still only increase 2% to 3 % annually. This practice makes it appear that the staff are asking for more operating dollars annually when in truth the revenues are not increasing at the same percentages as the operating expenses. Staff have created some initiatives to increase facility usage and rentals which have helped increase revenues that offset the annual budget.

The no-charge and subsidized use, although a value to those receiving the lower charge, the no-charge use costs the facility operating dollars with no incoming revenue to offset those costs.

## **HUMAN RESOURCE IMPACT**

Nothing to Report.

## **ENVIROMENTAL IMPACT**

Nothing to report.



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**AGENDA**

**OPTIONS**

- 1) It is recommended that the Village of Burk's Falls Council and the Tri-Council accept and pass the 2025 budget as presented.

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Signature  
Graham Smith RRFA/CIT  
ARBFMA Manager



**AGENDA**

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**ARBFMA Arena Managers 2025 Capital Budget Review**

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**RECOMMENDATIONS**

It is recommended that Burk's Falls Council accept the 2025 Arena Managers Capital budget for discussion to forward to the Tri-Council meeting for review and discussion on Monday Feb 24<sup>th</sup>, 2025.

**2025 Capital Request Overview**

The 2025 Capital items are listed in order of importance including health and safety requirements.

**Replacement of Compressor #2 – Oil Separator Replacement and Upgrade of Relief Pipe and Stack Size**

- The facility refrigeration mechanic and their team have mentioned that compressor #2 is 23 years old and needs to be replaced.
- The life of the Mycom compressors is 15 to 20 years.
- Number 2 compressor has served the facility well.
- Since the ARBFMA now has a 9 ½ month ice season it would be in Councils best interest to replace the compressor to avoid a possible shutdown during warm summer & fall months.
- As part of the compressor replacement the Oil Separator must also be replaced
- As part of the compressor replacement the TSSA requires the upgrade of the relief pipe stack size
- Council will recall the oil separators and relief pipe stack size was to be completed a few years ago but was put off until the compressors needed replaced
- The estimated budget cost for this job is \$75,000

**Battery operated Ice Edger and Lawn Equipment**

- Facility Staff have approached the senior staff about a Health and Safety concern about the gasoline powered ice edger.
- Senior staff and investigated the health and safety risk to determine that the gasoline powered edger is a health and safety risk for staff operating the machine as well as patrons attending the facility
- The 2 risks identified are as listed
  - 1) Noxious gasoline fumes while operating the device inside and enclosed space
  - 2) The weight of the machine is quite heavy making it difficult for some staff to manage on the ice surface
- 2-year warranty – 4 years plus lifespan for the batteries
- 3 Batteries \$1,500 total including shipping – should be included in Zamboni maintenance every 4 to 5 years



## **AGENDA**

- These edgers are ideally meant to be used daily to maintain ice levels
- The rechargeable battery operating equipment will assist current staff to be more diligent in the ice edging, grass cutting and grass trimming
- The battery-operated equipment will also help current and future staff maintain their health while at work as to avoid having to rest or take breaks while performing tasks with the equipment
- The estimate for this equipment for the edger, weed eater, and lawn mower is \$7,000

### **Generator Repairs**

- The final repairs to the generator need to be completed in 2025.
- This work was 50% completed in 2024 and the other work was held off until 2025.
- The generator has been functioning well but needs this work to repair the muffler system.
- The estimated cost for this work is \$12,500 and must be completed by the company responsible for the 5-year service contract with.

### **Condenser Float Upgrade**

- The condenser float has cause staff and the facility budget a great deal of time and money
- Over the past 2 plus years staff and the refrigeration mechanic have tried many times to fix and repair the issues with the float in the water condenser tank
- The least inexpensive way to fix this issue is to upgrade the float system for the tank rather than replace the float.
- This is a job that needs to be completed and should save staff time and maintenance costs annually.
- The total cost of the float upgrade is \$3,750

### **Walk behind Floor Scrubber**

- The arena floor machine has been causing staff maintenance issues and technical internal troubles over the past few years.
- The maintenance of the current floor scrubber has risen as well because of the age of the machine.
- Staff have requested a new machine to do the lobby and hall floors.
- The current machine will still hold a purpose for cleaning the arena floor in the spring,
- Staff do not wish to sink any more tax-dollars into the current scrubber unless it is needed
- The estimated cost of a new floor machine is \$12,500.

### **Zamboni Garage Door(s) Replacement**

- The Zamboni garage door exiting the building has had some damage to the door, door springs and the closer





## **AGENDA**

- The Zamboni garage door entering the ice surface has had some damage to the door, door springs and the closer and when the springs break the door cannot be opened by staff.
- Staff have asked the facility overhead door contractor for a quote for replacement of the 2 doors
- The budget estimate for this work is \$6,500
- The work would include the following
  - 1) Supply and install
  - 2) 2 – 12 by 12 insulated doors
  - 3) R-Value is 16.0 foam injected
  - 4) Standard track hardware
  - 5) 2 – JR chain style hoists – the chain style hoists will help with the longevity of the door springs and maintenance because staff can control the speed of which the door now goes up and down and avoids the door slamming to the ground when staff pull the door closed
  - 6) The chain hoist also will reduce the possibility of staff injury having to lift the doors up 4 to 8 times daily

### **Lintel and Overhead Door Jams**

- This job is one of the recommendations for the Facility Assessment Report completed in 2023 and is one of the short-term recommendations in the report.
- The contractor that assisted with the concrete work in 2024 was asked to give a price for the Lintel and overhead Door Jams. It was found out by the contractor that the specifics for the lintel replacement were not included in the report.
- ARBFMA staff have since requested further specs to have this job completed.
- This work will need to be completed when the ice surface is out as the lintel is above the overhead door for the Zamboni Room exit.
- Once the new specs have been received staff will have the job quoted and update the cost estimate. Staff have reached out to the company who did the assessment, and they promised updated specs sometime this fall
- Staff ask that the \$7,000 from the 2024 budget be carried over to 2025 and that Council add an additional \$500 to the budget for inflation.

### **Replace the Damaged Masonry Blocks**

- This job is one of the recommendations for the Facility Assessment Report completed in 2023 and is one of the short-term recommendations in the report.
- The estimated cost of this work is \$3,000



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**AGENDA**

**Condenser Cleaning and Water Tank Cleaning**

- The condenser tank cleaning was to be completed in 2024 however it was not able to be completed as the company could not schedule a time to be at the ARBFMA during the building's plant shutdown
- This cost is typically something that was a building maintenance or refrigeration room maintenance cost.
- The cost is getting to a point where it exceeds the limits of the procurement policy and needs to be included and the Capital portion of the budget
- The estimated cost of this bi-annual cleaning is \$1,850

**Conclusion**

The Capital Requests for 2025 are listed in priority as to their importance.

Although it is hard for Council to keep taxes low it is recommended that staff are consulted before Capital budget cuts are made.

Staff have worked diligently to continue ongoing preventative maintenance, identifying building and staff efficiencies, and making them a reality within the budget.

**FINANCIAL IMPACT**

The Capital request impact for the 2025 budget is \$132,100.

**HUMAN RESOURCE IMPACT**

Employee safety and future employee safety not having to use gasoline powered equipment.

**OPTIONS**

Approve the Capital budget requests for discussion at the Tri-Council meeting to be held Feb 24<sup>th</sup>, 2025.

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Graham Smith RRFA/CIT  
ARBFMA Arena Manager

AGENDA

BURK'S FALLS, ARMOUR AND RYERSON MEMORIAL  
ARENA  
2025 DRAFT BUDGET

Account #	Description	2019 Actuals	2020 Actuals	2019 Budget	2021 Actuals	2022 Actuals	2023 Actuals	2024 Budget	2024 Actuals as of December 31	2025 Draft	NOTES
x 1	OPERATING ACTIVITIES										
2	15-372 OPERATING REVENUE										
3	User fees, Sign Rentals	101,626	22,735		58,678	108,925	140,249	130,000	171,573	167,250	new rates effective Sept 1st
4	Concessions, Public Skate, Skate Sharpening	14,229	5,811		2,602	6,920	31,143	25,000	33,732	33,500	new rates effective Sept 1st
5	Donations/Other Revenue	236	285		202	3,700	500	300	500	300	Cadets annual donation
6											
7	TOTAL OPERATING REVENUE	116,092	28,831	117,951	61,482	119,545	171,892	155,300	205,805	201,050	
	OPERATING EXPENDITURES										
8	16-721 Arena-Wages & Benefits	177,640	113,806	160,000	111,321	193,052	227,061	255,600	248,241	298,420	request for additional staff
9	16-723 Arena Bad Debt Expense	327	3,644	0	3,643	0	0				
10	16-724-1 Audit & Accounting	2,480	2,500	2,200	2,500	2,500	3,345	4,360	4,352	5,500	
11	16-724-10 Insurance	21,983	24,894	21,000	24,894	35,445	39,218	43,778	45,096	48,595	
12	16-724-2 Telephone	1,594	1,459	1,800	1,459	1,488	1,958	2,200	2,861	3,000	
13	16-724-3 Hydro	49,069	23,648	53,000	23,648	51,145	58,278	58,301	65,906	66,000	
14	16-724-4 Natural Gas	10,337	9,139	15,000	9,139	13,646	19,148	22,675	16,054	19,000	
15	16-724-5 Water & Sewer	4,484	2,375	6,900	2,375	3,130	4,492	7,825	7,965	9,000	
16	16-724-6 Ice Plant	14,209	4,524	15,000	4,524	21,878	10,769	19,575	25,328	19,575	
17	16-724-7 Building Maintenance	40,006	15,936	26,000	15,936	19,925	20,727	25,000	26,277	22,500	
19	16-724-8 Cleaning Supplies	3,443	1,680	3,200	1,680	3,169	6,216	6,400	7,768	8,500	
20	16-724-9 Zamboni Maintenance, Fuel and Blade Sharpening	9,872	9,327	11,000	9,327	14,247	8,990	13,900	11,285	14,500	Require new water tank
21	16-724-91 Office supplies and uniform	1,845	2,791	4,500	2,791	5,660	5,361	6,500	6,524	7,000	
22	16-724-92 Fire Safety	3,547	1,266	3,000	1,266	3,475	3,775	3,500	3,263	3,550	
	16724+99 First Aid Supplies									500	*Defib Batteries \$750* - 2029
23	16-724-93 Snow Removal	6,895	8,466	5,000	8,466	5,360	1,706	5,750	2,197	6,000	
24	16-724-94 Elevator	1,432	1,165	2,200	1,165	2,355	1,657	2,945	1,708	3,000	
25	16-724-95 Skate Sharpener	1,422	0	1,500	0	270	410	600	171	600	
26	16-724-96 Booth Supplies	7,609	5,046	10,000	5,046	6,269	13,556	7,500	18,327	12,825	45% of projected sales
27	16-724-97 Training	4,324	270	3,500	270	1,162	2,288	4,500	2,075	4,500	
28	16-724-98 Ag-Society - Fall Fair Tents						3,956	4,500	4,856	5,000	
29	TOTAL OPERATING EXPENDITURES	362,518	252,727	368,668	250,241	384,176	432,911	495,409	500,254	557,565	
30											
31	NET OPERATING EXPENDITURES	246,426	223,896	250,717	188,769	264,631	261,019	340,109	294,449	356,515	

Arena Revenue Budget Break Down

	2023	2024	2025
Ice Rentals	96,600	159,374	149,400
Hall Rentals	6,500	8,745	8,250
Sign Rentals	1,550	3,454	8,850
Floor Rentals			750
Public Skate	2,000	3,650	3,650
Skate Sharpening	900	1,350	1,350
Concessions	12,000	28,732	28,500
Donations	300	500	300
Totals	119,850	205,805	201,050

Account #	AGENDA Description	2019 Actuals	2020 Actuals	2019 Budget	2021 Actuals	2022 Actuals	2023 Actuals	2024 Budget	2024 Actuals as of December 31	2025 Draft
<b>CAPITAL TRANSACTIONS</b>										
32	CAPITAL REVENUE									
33	Exhaust Fan inspection/repairs				24,500	0	0	0	0	0
34						0	0	0	0	0
35	TOTAL CAPITAL REVENUE	0	0	0	24,500	0	0	0	0	0
36										
37	CAPITAL EXPENDITURES									
38	Capital Expense	0	1,552		34,334	64,258	109,900	134,250	109,981	
39										
40	Compressor #2 Replacement									60,000
41	Upgrade Relief Pipe/Stack/Size-Comp #2									7,500
42	Oil Separator #2 Compressor									10,000
43	Battery Operated Edger									7,000
44	Generator Repairs									12,500
45	Condensor Float Upgrade									3,750
46	Floor Machine Scrubber									12,500
47	Lintel Repairs									7,500
48	Replace Damaged Masonary Blocks									3,000
49	2 - Zamboni Garage Door Replacement									6,500
50	Condensor Cleaning									1,850
51										
52	TOTAL CAPITAL EXPENDITURES	0	1,552	0	34,334	64,258	109,900	134,250	109,981	132,100
53										
54	NET CAPITAL EXPENDITURES	0	1,552	0	34,334	64,258	109,900	134,250	109,981	132,100
55										
56	NET EXPENDITURES	246,426	225,448	250,717	223,093	328,889	370,919	474,359	404,430	488,615
57										
58	MUNICIPAL CONTRIBUTIONS									
59	Armour	83,572	77,340	83,572	88,867	109,630	123,640	158,120	134,810	162,872
60	Ryerson	83,572	77,340	83,572	88,867	109,630	128,559	158,120	134,810	162,872
61	Burk's Falls	83,572	77,340	83,572	88,867	109,630	128,559	158,120	134,810	162,872
62		250,716	232,020	250,717	266,601	328,890	380,758	474,359	404,430	488,615

**BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY**  
**2025 DRAFT BUDGET**  
**09-Sep-24**

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2024 Budget	Comments
1	<b>OPERATING ACTIVITIES</b>							
2	<b>REVENUE</b>							
3	<b>GRANTS</b>							
4	5-375-003 McMurich/Monteith	2,589	2,589	2,589	0	2,589	0	
5	5-375-013 Gov't of Ontario annual funding	13,814	13,814	13,814	0	13,814	0	
6	5-375-015 Student Grants	1,800	1,860	3,000	5	2,300	(700)	Canada Summer Jobs grant budgeted re 1 summer student position for July and August 2025, based on approved 2024 grant.
15	5-375-016 Federal YCW Grant	442	0	0	0	0	0	Applied for 2 student grants in 2024 but only received one.
10	5-375-018 Miscellaneous grants:	1,637	3,819	300	0	2,650	2,350	Internet Connectivity, ILL postage and Volunteer Income Tax Program grants in 2023. Status of connectivity grant for 2024 or 2025 is unknown. Budget = ILL (385) and Income Tax Program (2,265).
12	<b>DONATIONS</b>							
13	5-375-023 Donations - in house (Jar donations)	1,970	1,873	1,200	1,045	1,200	0	
14	5-375-025 Donations - Miscellaneous	11,600	462	0	0	0	0	Large in-memorium donation received in 2022.
15	5-375-027 Donations - Adopt-a-book	1,003	1,125	800	422	500	(300)	
16	5-375-029 Donations - Earmarked	1,000	1,000	0	100	0	0	
17	<b>OTHER REVENUE</b>							
19	5-375-043 Faxes sent	267	476	250	384	250	0	
20	5-375-053 Used book sales	1,624	1,426	1,000	412	800	(200)	
21	5-375-063 Photocopies	1,104	1,734	800	1,576	900	100	
22	Donations account interest	0	0	0	0	0	0	Any interest earned on bursary reserve is recorded directly as an increase in the reserve, with no net impact on the budget.
23	5-375-073 Investment interest	875	912	2,265	360	2,800	535	GIC earning 4.9% and is locked in until May 15/25. Assuming 3.0% at time of renewal.
25	5-375-083 Non-resident memberships	425	350	375	288	350	(25)	
26	5-375-093 Miscellaneous revenues	195	273	0	40	0	0	

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY  
2025 DRAFT BUDGET  
09-Sep-24

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2024 Budget	Comments
27 5-375-103	Transfer from Bursary Reserve	333	300	0	0	300	300	Any bursary-related costs to be transferred from related reserve.
27	<b>TOTAL OPERATING REVENUE</b>	<b>40,676</b>	<b>32,013</b>	<b>26,393</b>	<b>4,632</b>	<b>28,453</b>	<b>2,060</b>	
28								
29	<b>OPERATING EXPENDITURES</b>							
30	<b>WAGES</b>							
31 6-800-000	Salaries & Benefits	140,352	150,782	160,537	104,766	164,008	3,471	2025 budget is based on 3.0% CPI increase (most recently published per Bank of Canada at Sep 9/24). 2 NEW EMPLOYEES IN 2024
38	<b>ACQUISITIONS</b>							
39 6-800-002	Books	9,872	10,389	10,000	4,161	10,000	0	
40 6-800-001	DVDs	1,002	1,451	1,700	733	1,700	0	
40 6-800-003	Magazines	312	404	300	302	300	0	
41	<b>FACILITIES</b>							
42 6-800-012	Telephone	269	269	270	179	270	0	No change in current rate anticipated.
43 6-800-014	Hydro	1,902	1,767	2,080	984	2,140	60	3% inflationary increase budgeted for 2025.
44 6-800-016	Heat	711	755	988	452	1,020	32	3% inflationary increase budgeted for 2025.
45 6-800-018	Water	1,003	1,024	1,071	523	1,078	7	3% inflationary increase over current 2024 charge.
46 6-800-022	Cleaning supplies	159	526	400	94	400	0	
47 6-800-024	Weekly cleaning	2,465	2,650	2,200	1,700	2,650	450	
48 6-800-032	Insurance	2,600	3,443	3,723	3,595	3,700	(23)	3% inflationary increase over 2024 actual.
49 6-800-042	Repairs & maintenance	238	17	500	173	500	0	
50 6-800-052	Rent	6,991	7,201	7,417	5,563	7,640	223	Current lease agreement expires in 2024. Have budgeted a 3% increase for 2025.
51	<b>ADMINISTRATIVE AND PROGRAM EXPENSES</b>							
52 6-800-062	ILLO expenses re damaged books	0	0	50	0	50	0	
53 6-800-072	Computer support	739	203	1,000	105	1,000	0	
54 6-800-082	Program expenses	1,668	2,490	1,800	1,690	2,000	200	
55 6-800-084	Bursary Program	333	300	0	0	300	300	Bursary funded from bursary reserve created in 2016.
56 6-800-092	Training	580	796	1,600	771	500	(1,100)	Little Branches 2025 2-day conference
57 6-800-102	Bank charges	467	165	200	85	200	0	\$12.50 CAFT fees monthly + square deposit/non-recurring bank charges

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY  
2025 DRAFT BUDGET  
09-Sep-24

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2024 Budget	Comments
58 6-800-112	Office & clerical supplies	2,248	2,571	2,000	2,124	2,000	0	2024 ytd includes 754 re new library cards
59 6-800-114	Postage	396	356	400	351	400	0	
60 6-800-122	Annual dues & licences	3,608	3,552	4,914	3,461	4,000	(914)	
61 6-800-132	Internet connectivity	1,343	1,343	1,343	1,247	2,016	673	Basic internet plus square connection (56/m) added in March 2024. No change in current rates anticipated.
62 6-800-142	Audit & accounting	3,779	6,876	4,300	7,186	7,231	2,931	Estimated Accounting (800) and Audit (6431).
63 6-800-152	Advertising	0	0	500	0	500	0	
64 6-800-162	Miscellaneous expenses	151	595	500	309	500	0	
65 6-800-172	Contingency	0	0	500	0	500	0	
66	<b>TOTAL OPERATING EXPENDITURES</b>	<b>183,190</b>	<b>199,925</b>	<b>210,293</b>	<b>140,554</b>	<b>216,603</b>	<b>6,310</b>	
67								
68	<b>NET OPERATING EXPENDITURES</b>	<b>142,513</b>	<b>167,912</b>	<b>183,900</b>	<b>135,922</b>	<b>188,150</b>	<b>4,250</b>	
69								
70	<b>CAPITAL TRANSACTIONS</b>							
71	<b>FROM OPENING SURPLUS</b>							
72 5-375-001	Previous year surplus (deficit)	9,870	4,839	0	7,949	0		2024 year-end surplus, if any, to be transferred to bursary reserve (10% of prior year surplus up to \$300) and future needs reserve (balance of 2024 surplus)
74 5-375-105	Transfer from Future Needs Reserve	6,869	0	0	0	5,000		Transfer for 2025 budgeted capital expenditures.
75	<b>TOTAL CAPITAL REVENUE</b>	<b>16,739</b>	<b>4,839</b>	<b>0</b>	<b>7,949</b>	<b>5,000</b>		
76								
77	<b>CAPITAL EXPENDITURES</b>							
78 6-800-182	Capital purchases	13,623	0	0	10,939	5,000		New Library Building Project fund allowance omitted from 2025 budget. Budgeted for replacement of 5 public computers from future needs reserve.
16-800-192	Transfer to Bursary Reserve	300	300	0	0	0		10% of prior-year surplus up to \$300
79 6-800-202	Transfer to Future Needs Reserve	11,110	6,298	1,839	0	0		Balance of prior-year surplus if any (after transfer to bursary reserve) to be transferred to reserve.
80	<b>TOTAL CAPITAL EXPENDITURES</b>	<b>25,033</b>	<b>6,598</b>	<b>1,839</b>	<b>10,939</b>	<b>5,000</b>		
81								
82	<b>NET CAPITAL EXPENDITURES</b>	<b>8,294</b>	<b>1,759</b>	<b>1,839</b>	<b>2,990</b>	<b>0</b>	<b>(1,839)</b>	
83								
84	<b>NET EXPENDITURES</b>	<b>150,807</b>	<b>169,671</b>	<b>185,739</b>	<b>138,912</b>	<b>188,150</b>	<b>2,411</b>	

BURK'S FALLS, ARMOUR AND RYERSON UNION PUBLIC LIBRARY  
2025 DRAFT BUDGET  
09-Sep-24

Account #	Description	2022 Actual	2023 Actual	2024 Final Budget	2024 Year to Date at Sep 9/24	2025 Budget	Budget Increase (Decrease) vs. 2024 Budget	Comments
85								
86	<b>MUNICIPAL CONTRIBUTIONS</b>							
87 5-375-009	Armour	59,099	67,780	70,432	70,432	70,763	331	
88 5-375-005	Burk's Falls	61,807	69,929	73,646	73,646	75,881	2,235	
89 5-375-007	Ryerson	34,740	39,911	41,661	41,661	41,506	(155)	
90		155,646	177,620	185,739	185,739	188,150	2,411	
91		January 2025 Patrons by Municipality: Armour 484; Burk's Falls 519; Ryerson 284						2025 budget distribution will be based on January 1st 2025 membership count: BF 40.33%, R 22.06%, A 37.61%
92	<b>OPERATING SURPLUS (DEFICT)</b>	4,839	7,949	0	46,827	0		



## TRI COUNCIL REPORT FEBRUARY 2025

**TO:** Mayors and Members of Council  
**FROM:** Amy Tilley, Waste Management Administrator  
**DATE:** February 11, 2025

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### Budget & Financial – Attachment A

- 2024 Actual and Draft 2025 for discussion and review.
  - Adjusted Overall Bag Count for 2024

### Landfill Operational Review

- Landfill Utilization for 2024 – 862.4 cubic meters received, leaving 13,061.9 cubic meters of airspace. Annual rate of disposal (1,500 m<sup>3</sup>) = 9 years life expectancy.

Year	M <sup>3</sup> received	Airspace	Capacity
2024	862.4	13,061.9	9 years
2023	1,251.4	13,924.3	9.5 years
2022	1,022.7	15,175.7	10 years
2021	1,031.8	16,198.4	10.5 years
2020	780.6	17,230.2	11.5 years
2019	1,368.4	18,010.8	12 years

- A total of 6,317.3 cubic meters of waste received in 6 years. Average fill rate = 1,053 m<sup>3</sup> using average fill rate 2019 – 2024 would extend capacity to 13 years.
- 816F CAT Compactor went out for review November 2024. Work completed billed to 2024 budget. Recommendations for cab repair reflected in updated 2025 Draft Budget. With full complement of staff back in service, our goal is to complete compaction and cover weekly.
- July thru November the site was overrun with bears. In the last 4 years, bear activity at the site has been minimal, but 2024 was a stellar year with a minimum of 4 large bears meandering around on any given day. Thankfully we had no safety issues.
  - Sampling events were reduced due to bear activity. 16-464-000



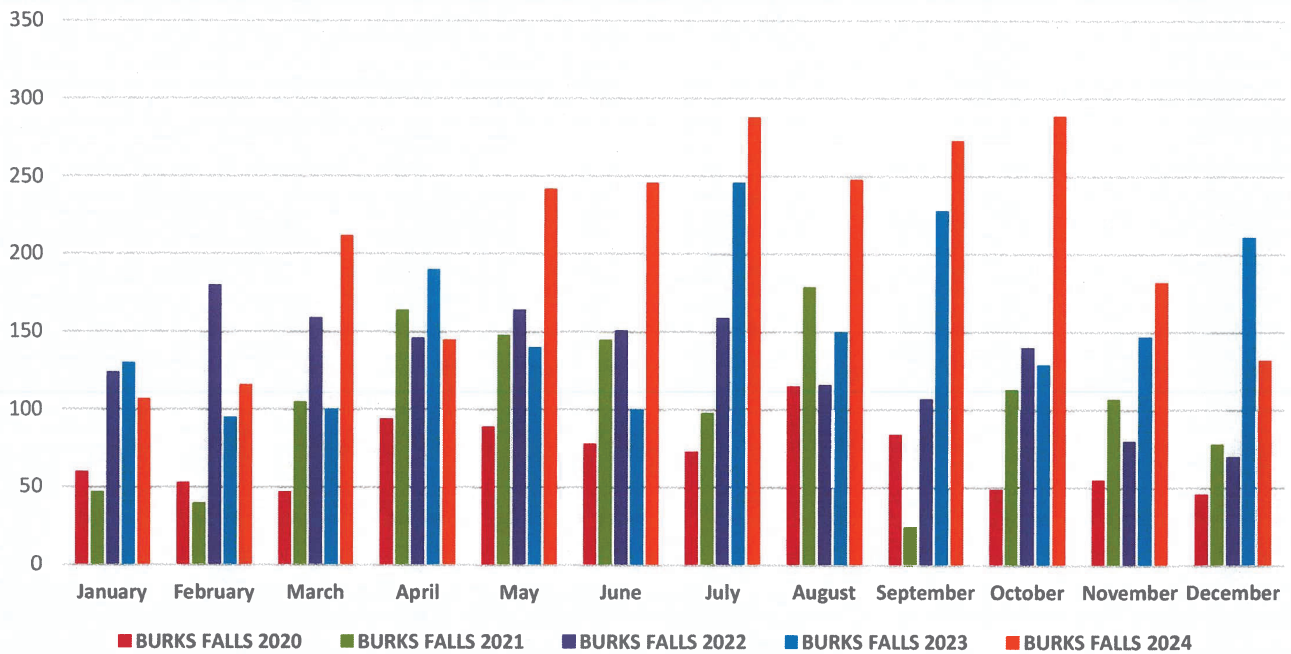
AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025

BAG TALLY	ARMOUR	BURKS FALLS	RYERSON	TOTAL OF ALL
<b>TOTAL 2024</b>	<b>22,139</b>	<b>2,480</b>	<b>12,102</b>	<b>36,721</b>
<b>2024 % OF TOTAL</b>	<b>60.290%</b>	<b>6.754%</b>	<b>32.975%</b>	<b>100%</b>
<b>TOTAL 2023</b>	<b>21,193</b>	<b>1,866</b>	<b>11,516</b>	<b>34,575</b>
<b>2023 % OF TOTAL</b>	<b>61.296%</b>	<b>5.379%</b>	<b>33.307%</b>	<b>100%</b>
<b>TOTAL 2022</b>	<b>21,407</b>	<b>1,596</b>	<b>11,060</b>	<b>34,063</b>
<b>2022 % OF TOTAL</b>	<b>62.845%</b>	<b>4.685%</b>	<b>32.469%</b>	<b>100%</b>
<b>TOTAL 2021</b>	<b>23,661</b>	<b>1,248</b>	<b>10,648</b>	<b>35,557</b>
<b>2021 % OF TOTAL</b>	<b>66.544%</b>	<b>3.510%</b>	<b>29.946%</b>	<b>100%</b>
<b>TOTAL 2020</b>	<b>23,558</b>	<b>843</b>	<b>10,566</b>	<b>34,967</b>
<b>2020 % OF TOTAL</b>	<b>67.372%</b>	<b>2.411%</b>	<b>30.217%</b>	<b>100%</b>
<b>TOTAL 2019</b>	<b>18,489</b>	<b>611</b>	<b>8,497</b>	<b>25,804</b>
<b>2019 % OF TOTAL</b>	<b>66.875%</b>	<b>2.391%</b>	<b>30.734%</b>	<b>100%</b>

Burk's Falls Resident Bags

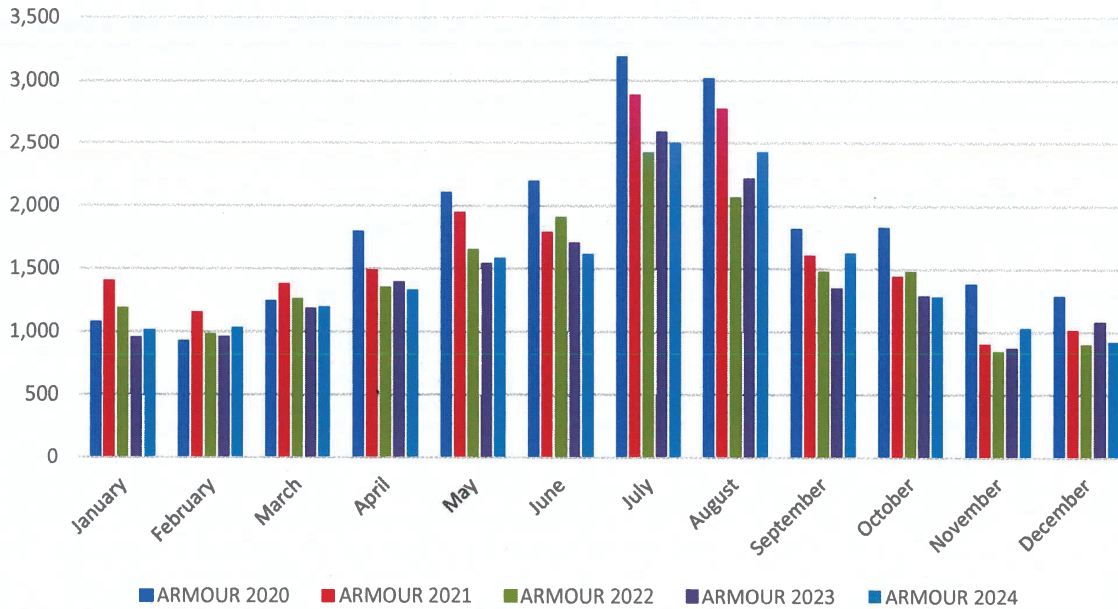


AGENDA

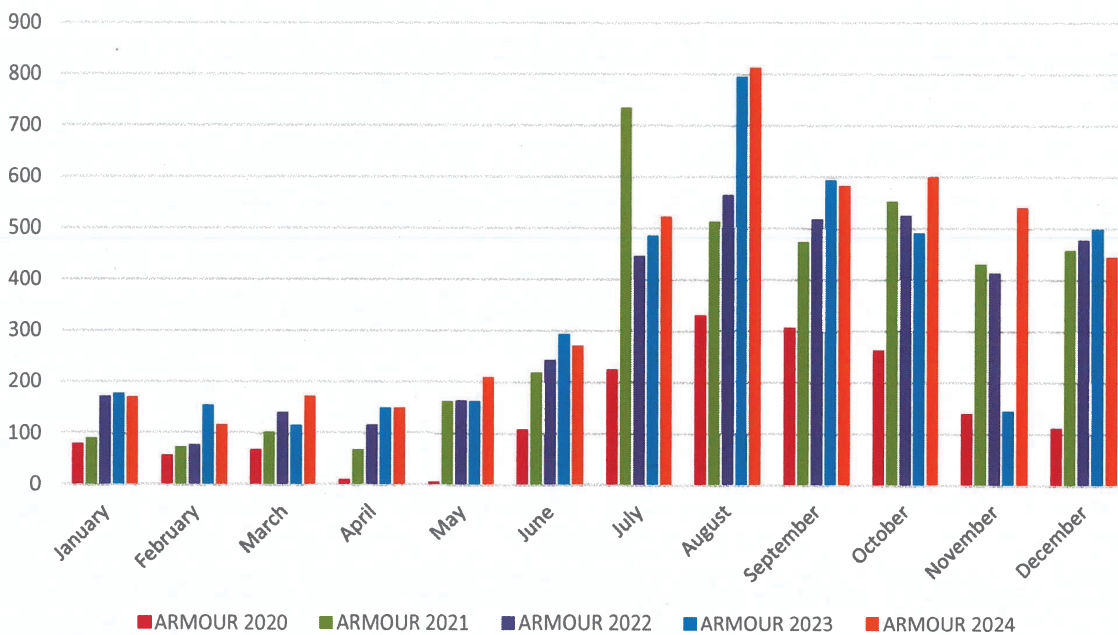


## TRI COUNCIL REPORT FEBRUARY 2025

### ARMOUR TOWNSHIP BAGS



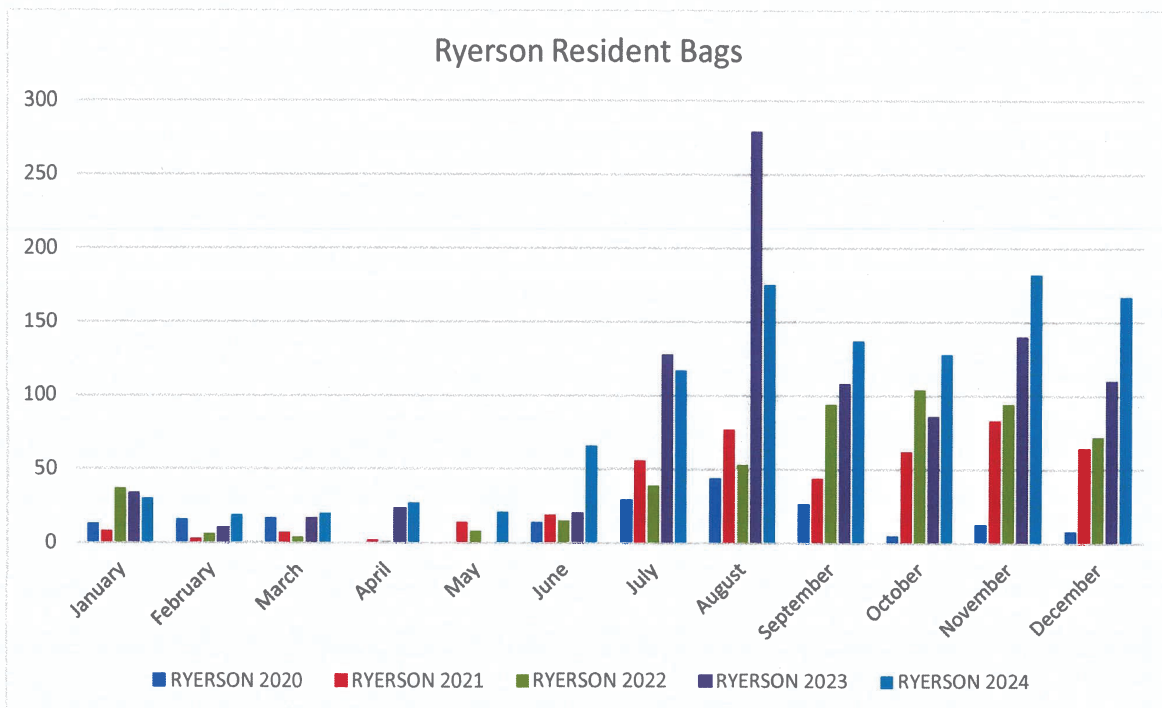
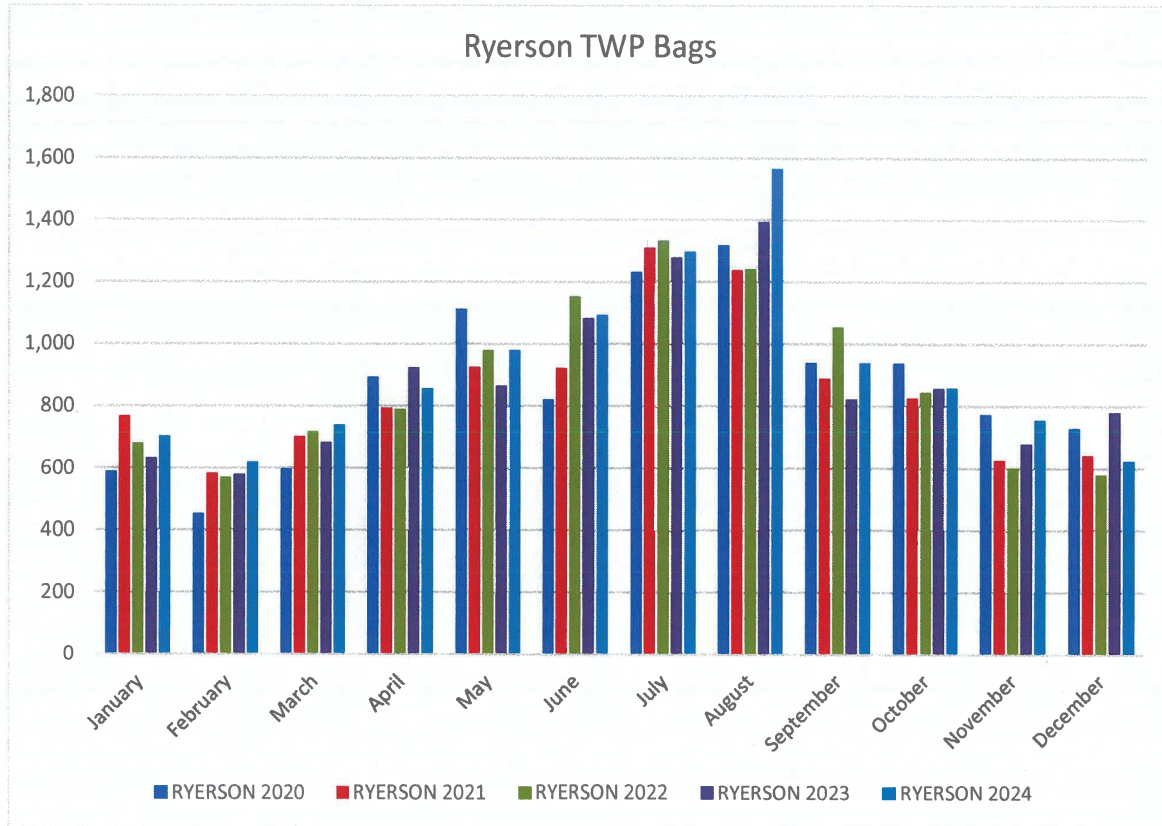
### ARMOUR RESIDENT PAID BAGS



AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025





## AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025

## DIVERSION PROGRAMS 2024

DIVERSION PROGRAMS	2024	2023	2022
<b>E-Waste</b>	20.095 mt = \$3,014	20.88 mt = \$3,131	19.12 mt = \$2,917
<b>Batteries</b>	0.87 mt = \$130	0.960 mt = \$145	0.412 mt = \$62
<b>Bulbs &amp; Tubes</b>	0.410 mt = \$61	1,734 units	2,859 units
<b>Scrap Metal</b>	40.68 mt = \$3,426	35.59 mt = \$2,140	28.51 mt = \$1,751
<b>Mattresses</b>	235 units	0	0

DIVERSION PROGRAMS	2021	2020	2019
<b>E-Waste</b>	20.765 mt = \$3,114	19.40 mt = \$3,664	17.56 mt = \$3,512
<b>Batteries</b>	0.839 mt = \$0	0.693 mt = \$0	0.839 mt = \$0
<b>Bulbs &amp; Tubes</b>	2,659 units	2,196 units	2,659 units
<b>Scrap Metal</b>	44.87 mt = \$2446	50.95 mt = \$2,808	11.59 mt = \$1,003
<b>Mattresses</b>	0	0	0

BLUE BOX	2024		2023		2022	
PRODUCT	Metric ton	Amount	Metric ton	Amount	Metric ton	Amount
<b>OCC/OBB</b>	48.81	\$8,765	51.09	\$5,321	61.58	\$10,616
<b>Mixed Container</b>	99.63	\$7,768	115.30	\$3,646	122.60	\$27,430
<b>TOTAL</b>	<b>148.44</b>	<b>\$16,533</b>	<b>166.39</b>	<b>\$8,877</b>	<b>184.18</b>	<b>\$38,046</b>

BLUE BOX	2021		2020		2019	
PRODUCT	Metric ton	Amount	Metric ton	Amount	Metric ton	Amount
<b>OCC/OBB</b>	61.63	\$10,506	81.14	\$6,368	61.62	\$2,502
<b>Mixed Container</b>	136.15	\$31,679	112.78	\$1,792	107.27	\$4,321
<b>TOTAL</b>	<b>197.78</b>	<b>\$42,185</b>	<b>193.92</b>	<b>\$8,160</b>	<b>168.89</b>	<b>\$7,826</b>

AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025

### Blue Box Transition – January 1, 2025

- Updates on Blue Box Transition – Reverse Logistics Group (RLG) is a global expert in reverse logistics management, designing and operating Extended Producer Responsibility (EPR) compliance systems.
- Provided Standard Operating Procedures for tracking and reporting, and invoicing for payment of services.
- Requested staff information for access to reporting system, as well as insurance certificates. Main point of contact for contract of services.
- Representative from Emterra Group, made contact and attended the site to review and discuss material management and movement in the new system.
  - Emterra was awarded the haul contracts for catchment 28, replacing our previous hauler Waste Connections Canada.
  - Emterra has provided 8 cubic yard front loading bins for our cardboard and mixed paper as Circular Materials already indicated the material must be shipped loose in a bin. The bins arrived at the recycling center on December 23, 2024.
  - The Representative indicated that the mixed containers will also be switched to 8 cubic yard front loading bins which would leave the mixed container compactor as a stranded asset. The compactor will remain at the site for 2025 as we discuss how to proceed in 2026 when IC&I can no longer be comingled with residential blue box, at the depot and the curb.
  - This is not what we agreed to with Circular Materials (CM). Pursued this issue further with RLG and was informed that this would be the method of collection as Emterra has provided a flat rate, which means the cost is the same no matter how many times the truck comes into the site to empty bins.
- Other concerns to address –
  - effect on traffic flow, if using for both mixed containers and mixed fibres.
  - ability to monitor contamination as an individual municipality when using front loading truck and consolidating with other materials from other municipalities. Other municipalities that transitioned in 2024 have informed our working group that no charges for contamination will stick.
  - hauling contractor access – increased liability if only collecting during public hours. To be further discussed with RLG. Definitely no access during operating hours after April 1, 2025.
  - signage and communication to residents regarding changes – flyer distribution at site.

The following pictogram is from the Circular Materials Working Group meeting on January 22, 2025. The three municipalities will need to decide if we will continue to accept Industrial Commercial & Institutional (IC&I) blue box and how it will be handled.

The depot operation is somewhat simple, back to baling cardboard, aluminum and steel, ship the plastic for processing at another facility. But at what cost to the residential ratepayer.

The curb will be a little more complex, IC&I garbage can be comingled with residential but not the blue box. How will that material be collected and by whom? And at what cost?

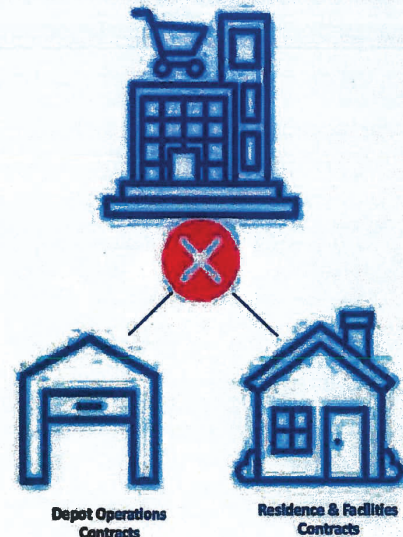
## AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025

## Non-Eligible Sources

- Effective January 1, 2026, common collection system contracts for residence & facility collection services will not include non-eligible sources.
- Effective January 1, 2026, eligible communities will no longer be permitted to blend blue box material from eligible and non-eligible sources at depots under a depot operations agreement.
- Communities that intend to provide recycling services for non-eligible sources should arrange to:
  - Service non-eligible sources through dedicated curbside routes; and
  - Receive blue box material from non-eligible sources separately at depots,



Circular Materials

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8

## DEFINITION OF A NON-ELIGIBLE SOURCE

Non-eligible sources are defined as sources that fall outside of the eligible source definition in the Blue Box Regulation and include:

- Industrial or commercial properties
- Downtown core businesses
- Commercial farms
- Places of worship
- Daycares
- Weekend campgrounds & trailer-parks
- Municipal buildings/facilities
- Not-for-profit organizations
- Post-secondary institutions



## AGENDA



## TRI COUNCIL REPORT FEBRUARY 2025

Property Code	Property Code Description	Burks Falls	Armour	Ryerson
100	Vacant residential land	165	565	389
200	Farm property	2	120	187
300	Single family detached (Multi-Residential also included)	362	1,116	545
400	Commercial	43	23	4
500	Industrial	20	26	13
600	Institutional	2	0	0
700	Special Purpose	9	9	1
800	Government	2	1	0
<b>Total Exempt (100s&amp;200s)</b>		<b>167</b>	<b>685</b>	<b>576</b>
<b>Total Eligible Sources (300s) (ES)</b>		<b>362</b>	<b>1,116</b>	<b>545</b>
<b>Total Non-eligible Sources (400s, 500s, 600, 700s, 800s) (N-ES)</b>		<b>76</b>	<b>59</b>	<b>18</b>
<b>Non-eligible Source Usage Rate (N-ES)/(ES+N-ES)</b>		<b>17.35%</b>	<b>5.02%</b>	<b>3.20%</b>
<b>3 Combined Total Exempt (100s&amp;200s)</b>		<b>1,428</b>	<b>1,261</b>	<b>2 combined</b>
<b>3 Combined Total Eligible Sources (300s)</b>		<b>2,023</b>	<b>1,661</b>	<b>2 combined</b>
<b>3 Combined Total Non-eligible Sources</b>		<b>153</b>	<b>77</b>	<b>2 combined</b>
<b>3 Combined Non-eligible Source Usage Rate (N-ES)/(ES+N-ES)</b>		<b>7.03%</b>	<b>4.43%</b>	<b>2 combined</b>

AGENDA						
2025 TRI R WASTE MANAGEMENT BUDGET						
	Account #	Description	2023 ACTUAL	2024 BUDGET	2024 BUDGET ACTUAL	2025 DRAFT BUDGET
	TRI R WASTE MANAGEMENT OPERATING REVENUE					
1	15-341-000	TRI R Landfill Tipping Fees	\$176,335	\$60,000	\$102,434	\$75,000
2	15-341-001	TRI R - 2023 Filters - Foodcycler	\$560	\$560	\$220	\$250
3	15-341-002	TRI R Landfill Tipping Fees - Municipal Payments	\$0	\$85,000	\$86,070	\$85,000
4	15-342-000	TRI R Recycling Sales (scrap, IC&I Cardboard, ewaste)	\$11,108	\$15,000	\$20,391	\$11,000
5	15-344-000	TRI R Recycling Revenue - Sale of Blue Boxes	\$33	\$150	\$121	\$150
6	15-540-000	TRI R Govt. Grants Recycling Operating- ewaste in 15-342-000	\$70,970	\$63,000	\$68,392	\$0
7	15-541-000	TRI R - Circular Materials Contract	\$0	\$0	\$0	\$47,000
8	TRI R WASTE MANAGEMENT TOTAL REVENUE		\$259,005	\$223,710	\$277,627	\$218,400
	TRI R WASTE MANAGEMENT OPERATING EXPENDITURES					
9	16-451-000	TRI R - Salaries & Benefits - accommodating FT RTW	\$331,833	\$314,231	\$281,313	\$340,000
10	16-451-001	TRI R - Landfill Training, Health & Safety	\$1,843	\$2,000	\$1,006	\$4,500
11	16-452-000	TRI R - Landfill - Supplies	\$738	\$2,000	\$1,192	\$2,000
12	16-454-000	TRI R - Mobile Equipment Fuel	\$8,391	\$8,000	\$7,368	\$9,000
13	16-455-000	TRI R - Insurance	\$7,266	\$7,900	\$8,373	\$9,200
14	16-455-002	TRI R - Audit & Accountant Fees	\$4,447	\$4,700	\$4,700	\$4,900
15	16-456-000	TRI R - Landfill - Hazardous Waste Disposal	\$2,375	\$2,000	\$1,335	\$2,000
16	16-460-000	TRI R - Landfill - Dozer/Site Maintenance	\$113	\$2,000	\$334	\$2,000
17	16-460-005	TRI R - Landfill - Contracted Services	\$5,363	\$4,000	\$9,601	\$5,000
18	16-461-000	TRI R - Landfill - Office & Advertising	\$1,323	\$2,000	\$3,099	\$2,500
19	16-461-001	TRI R - Landfill Bank Charges	\$3,453	\$3,500	\$4,163	\$4,000
20	16-462-000	TRI R- Payment in Lieu of taxes	\$3,639	\$3,800	\$3,668	\$3,800
21	16-464-000	TRI R - Landfill - Monitoring	\$24,207	\$24,000	\$21,898	\$24,000
22	16-465-000	TRI R - Landfill - Equipment Maintenance	\$8,063	\$30,000	\$32,521	\$35,000
23	16-475-001	TRI R - Recycling Training, H & S - combined with 16-451-001	\$2,768	\$2,500	\$600	\$0
24	16-476-000	TRI R - Recycling - Freight	\$15,636	\$15,000	\$21,689	\$8,000
25	16-476-005	TRI R - Recycling - Processing Fee	\$31,556	\$32,000	\$30,135	\$4,300
26	16-477-000	TRI R - Recycling - Equip Mtc.- combined with 16-465-000	\$9,195	\$15,000	\$19,379	\$0
27	16-478-000	TRI R - Recycling - Building Maint.	\$90	\$1,000	\$183	\$1,000
28	16-479-000	TRI R - Recycling - Promotion - CMO to cover cost 2025	\$0	\$0	\$0	\$0
29	16-480-000	TRI R - Recycling - Natural Gas	\$3,009	\$3,000	\$1,719	\$3,000
30	16-481-000	TRI R - Recycling - Hydro & Telephone	\$3,186	\$3,000	\$2,735	\$3,000
31	16-483-000	TRI R - Recycling - Supplies - combined with 16-454-000	\$1,847	\$2,000	\$1,905	\$0
32	16-484-000	TRI R - Recycling - Office & Ad - combined with 16-461-000	\$3,400	\$2,500	\$0	\$0
33	16-486-000	TRI R - Recycling - Winter Maintenance	\$1,948	\$3,000	\$1,741	\$3,000
34	TRI R WASTE MANAGEMENT TOTAL OPERATING EXPENDITURES		\$475,690	\$489,131	\$460,658	\$470,200
35	TRI R WASTE MANAGEMENT NET OPERATING EXPENDITURES		\$216,685	\$265,421	\$183,032	\$251,800



AGENDA						
2025 TRI R WASTE MANAGEMENT BUDGET						
	Account #	Description	2023 ACTUAL	2024 BUDGET	2024 BUDGET ACTUAL	2025 DRAFT BUDGET
	TRI R WASTE MANAGEMENT CAPITAL REVENUE					
36	15-343-000	TRI R - Sale of Equipment - <b>OLD COMPACTION BIN</b>	\$1,200	\$0	\$0	\$0
37	15-649-001	TRI R - Food Cycler Sales	\$0	\$0	\$0	\$0
38	TRI R WASTE MANAGEMENT TOTAL CAPITAL REVENUE		\$1,200	\$0	\$0	\$0
	TRI R WASTE MANAGEMENT CAPITAL EXPENDITURES					
39	16-489-003	TRI R - Landfill - Mattress Shred & Disposal	\$0	\$15,000	\$15,620	\$0
40	16-489-004	TRI R - Recycling - Compaction bins	\$12,000	\$0	\$0	\$0
41	16-489-005	TRI R - Recycling -Site Layout for new recycling system	\$0	\$15,000	\$0	\$15,000
42	16-489-006	TRI R - Landfill - CAT 816F Review and Repair	\$13,941	\$0	\$0	\$50,000
43	16-489-503	TRI R - Food Cycler (2022 Pilot) (2023 Filter inventory)	\$490	\$0	\$700	\$700
44	TRI R WASTE MANAGEMENT TOTAL CAPITAL EXPENDITURES		\$26,431	\$30,000	\$16,320	\$65,700
45	TRI R WASTE MANAGEMENT NET CAPITAL EXPENDITURES		\$25,231	\$30,000	\$16,320	\$65,700
46	TRI R WASTE MANAGEMENT NET EXPENDITURES		\$241,916	\$295,421	\$199,352	\$317,500
47	TRI R WASTE MANAGEMENT CONTRIBUTIONS BY MUNICIPALITY					
48	Armour	15% of Net Expenditures	\$36,287	\$44,313	\$29,903	\$47,625
49		2024 total bags 36,721 - 22,139 = 60.290% OF TOTAL BAGS	\$83,619	\$99,595	\$66,104	\$105,281
50		TOTAL CONTRIBUTION	\$119,906	\$143,908	\$96,007	\$152,906
51	Burks Falls	15% of Net Expenditures	\$36,287	\$44,313	\$29,903	\$47,625
52		2024 total bags 36,721 - 2,480 = 6.754% OF TOTAL BAGS	\$6,234	\$8,769	\$7,405	\$11,794
53		TOTAL CONTRIBUTION	\$42,521	\$53,082	\$37,308	\$59,419
54	Ryerson	15% of Net Expenditures	\$36,287	\$44,313	\$29,903	\$47,625
55		2024 total bags 36,721 - 12,102 = 32.957% OF TOTAL BAGS	\$43,201	\$54,118	\$36,135	\$57,549
56		TOTAL CONTRIBUTION	\$79,489	\$98,431	\$66,038	\$105,174
57		TOTAL OF ALL CONTRIBUTIONS	\$241,916	\$295,421	\$199,353	\$317,500
58	Final 2024 Garbage bag count for total contribution by municipality. 2024 total bags = 36,721 (Armour = 22,139 (60.290%) Burks Falls = 2,480 (6.754%) Ryerson = 12,102 (32.957%) vs.					
59	2023 total bags = 34,575 (Armour = 21,193 (61.296%) Burks Falls = 1,866 (5.397%) Ryerson = 11,516 (33.307%)					

	A	AGENDA	B	U	W	X	Y	Z	AA
1		BURK'S FALLS AND DISTRICT FIRE DEPARTMENT							
2		2025 DRAFT BUDGET							
3		February 19, 2025							
4									
6		Account #	Description	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 DRAFT BUDGET	Comments
7		<b>OPERATING ACTIVITIES</b>							
8		<b>OPERATING REVENUE</b>							
9	15-321	MVC	3,364	7,950	4,700	9,713	6,100	3-year average	
10	15-321-01	Inspections	630	470	500	620	500		
11	15-321-03	Miscellaneous Revenue	41,014	8,516	3,500	2,910	3,500	Fines, burn permits	
12	15-321-05	Fire Chief Shared Services	-	-	-	38,761	52,700		
14		<b>TOTAL OPERATING REVENUE</b>	<b>45,008</b>	<b>16,936</b>	<b>8,700</b>	<b>52,004</b>	<b>62,800</b>		
15									
16		<b>OPERATING EXPENDITURES</b>							
17	16-202	Vehicle Expense	29,198	16,275	28,800	27,634	32,000		
18	16-203	Equipment/Comm Repair	11,280	11,358	12,800	15,520	11,600		
21	16-206	Fire Prevention Supplies	3,514	3,319	5,100	4,445	5,600		
23	16-208	Training	35,414	8,902	13,400	8,473	14,600		
25	16-209	WSIB	6,869	6,479	9,400	9,234	10,900		
26	16-210	Response Wages	41,857	82,088	95,000	102,121	97,000		
27	16-211	Wages & Empl Related Costs	183,458	195,353	217,900	229,022	225,600		
28	16-212	Insurance	30,084	33,788	36,400	37,291	37,900		
29	16-213	Building Repair/Maintenance	2,621	2,576	4,000	5,061	4,000		
30	16-214	Office Expense	18,532	17,378	18,600	18,455	17,400		
34	16-215	Air Station Fill and Maintenance	1,350	765	1,000	808	1,000		
35	16-216	PPE	5,237	465	-	217	-		
36	16-217	New Equipment/Gear	42,791	22,178	43,500	36,381	46,200	Portable radios, bunker gear, helmets, boots, station wear	
37	16-218	Miscellaneous	3,474	811	1,000	3,210	1,000		
38	16-219	Snow Removal	1,803	1,931	2,100	1,510	2,100		
39	16-222	Recharge Fire Extinguishers	359	379	500	136	500		
40	16-223	Radio License	1,565	1,672	1,750	1,745	2,400	Increase in fees	
41	16-224	Answering Service	1,286	1,286	1,350	1,286	1,350		

	A	AGENDA	B	U	W	X	Y	Z	AA
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT								
2	2025 DRAFT BUDGET								
3	February 19, 2025								
4	Account #	Description	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 DRAFT BUDGET	Comments	
42	16-225	Legal	-	6,594	1,000	2,089	1,000		
43	16-226	Office Space Rental	3,242	3,242	3,242	3,242	3,242		
44	16-229	Audit/Accounting	3,911	4,818	4,100	4,384	4,200		Audit fees \$3,700 per contract + \$500 for external accounting
46	16-248	Defib/Medical Supplies	403	651	500	1,376	4,000		
47	TOTAL OPERATING EXPENDITURES		428,248	422,308	501,442	513,639	523,592		
48									
49		NET OPERATING EXPENDITURES	383,240	405,373	492,742	461,636	460,792		
50									
52	CAPITAL TRANSACTIONS								
53	CAPITAL REVENUE								
54	15-321-02	Donations	555	500	100	2,000	100		
55	15-323	Transfer to Unfunded Capital	-	-	-	-	1,476,200		Re: construction cost of new fire hall
56	15-328	Proceeds on sale of Capital Assets	-	-	10,000	10,000	-		
59		TOTAL CAPITAL REVENUE	555	500	10,100	12,000	1,476,300		
60									
61		CAPITAL EXPENDITURES							
62	16-221	Capital Purchase	273,286	8,805	719,400	761,517	1,508,700		
67		Debt Repayment							
68	16-212-1	Tanker Loan - interest	5,318	4,537	3,733	3,733	2,905		
69	16-212-2	Tanker Loan - principal	25,740	26,510	27,303	27,303	28,120		
70	16-212-3	Fire Hall Loan - interest	-	-	-	-	18,305		Interest on construction financing
71									
72		TOTAL CAPITAL EXPENDITURES	304,343	39,852	750,436	792,553	1,558,030		
73									
74		NET CAPITAL EXPENDITURES	303,788	39,352	740,336	780,553	81,730		
75									
76		NET EXPENDITURES	687,028	444,724	1,233,078	1,242,188	542,522		
77									

	A	AGENDA	B	U	W	X	Y	Z	AA
1	BURK'S FALLS AND DISTRICT FIRE DEPARTMENT								
2	2025 DRAFT BUDGET								
3	February 19, 2025								
4	Account #	Description	2022 Actual	2023 Actual	2024 Budget	2024 YTD (12/31)	2025 DRAFT BUDGET	Comments	
78	<b>MUNICIPAL CONTRIBUTIONS</b>								
79	15-621 A	Armour (47.84%)	328,674	212,756	589,905	594,263	259,543		
80	15-621 B	Burk's Falls (28.6%)	196,490	127,191	352,660	355,266	155,161		
81		Ryerson (23.56%)	161,864	104,777	290,513	292,660	127,818		
82			<b>687,028</b>	<b>444,724</b>	<b>1,233,078</b>	<b>1,242,188</b>	<b>542,522</b>		

**AGENDA**

BREAKDOWN OF DRAFT 2025 FIRE BUDGET				
02/19/2025				
Account #	Heading	Item Description	Cost	Total
<b>16-202</b>	<b>Vehicle Expense</b>	Safety Inspection	\$6,000	
		Undercoating	\$1,000	
		Fuel	\$15,000	
		Aerial Test	\$4,500	
		ATV Tracks on & Tires Off	\$1,500	
		Miscellaneous (batteries, tires, lights, etc)	\$4,000	
				<b>\$32,000</b>
<b>16-203</b>	<b>Equip/Comm Repair</b>	Pump and ladder testing	\$3,100	
		Bunker gear cleaning	\$2,500	
		Annual flow testing	\$1,700	
		Annual Fit testing	\$1,000	
		Maintenance on comm tower	\$300	
		Miscellaneous (radio batteries, etc)	\$3,000	
				<b>\$11,600</b>
<b>16-208</b>	<b>Training</b>			
		Training props	\$2,000	
		Professional memberships (OAF, FPO)	\$800	
		Fireworks certification	\$1,500	
		NEFEC registration	\$6,300	
		Option for firefighters to attend RTC	\$4,000	
				<b>\$14,600</b>
<b>16-210</b>	<b>Volunteer Fire Wages</b>	COLA adjustment to 2024 firefighter pay grid	\$97,000	
				<b>\$97,000</b>
<b>16-213</b>	<b>Building Maintenance</b>	Cleaning supplies	\$500	
		Contracted cleaning services	\$500	
		Unanticipated building repairs	\$3,000	
				<b>\$4,000</b>
<b>16-214</b>	<b>Office Expenses</b>	Office cleaning	\$2,500	
		Printer	\$1,000	
		Phone and internet	\$7,500	
		Utilities	\$5,000	
		Supplies including FPO	\$1,400	
				<b>\$17,400</b>
<b>16-215</b>	<b>Air Station Fill &amp; Maint</b>	Service contract on air station (1/4 share)	\$1,000	

**AGENDA**

				<b>\$1,000</b>
<b>16-217</b>	<b>New Equipment/Gear</b>	Bunker gear- 4 sets	\$12,000	
		Structural/auto-x gloves, balaclavas	\$3,000	
		Hats, t-shirts, and station wear	\$3,500	
		Hoses and nozzles	\$4,500	
		Hand tools	\$2,500	
		SCBA cylinders	\$8,000	
		Foam	\$1,700	
		Smoke alarms and CO2 detectors	\$1,000	
		Radios	\$5,000	
		Share of RDC group purchase	\$1,500	
		Other miscellaneous	\$3,500	
				<b>\$46,200</b>
<b>16-221</b>	<b>Capital Purchases</b>	Fire hall build project	\$1,476,200	
		FirePro Software	\$8,500	
		Enclosed Trailer	\$20,000	
		New Printer	\$4,000	
				<b>\$1,508,700</b>

MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
2	<b>RYERSON-ADMINISTERED SERVICES</b>							
3	<b>Fire Department</b>							
4	<b>Revenue</b>							
5	15-321	Fire Revenue - MVC	3,364	7,950	4,700	9,713	6,100	
6	15-321-01	Fire Rev - Inspections	630	470	500	620	500	
7	15-321-02	Fire Rev - Donations	555	500	100	2,000	100	
8	15-321-03	Fire Rev - Miscellaneous	41,014	8,516	3,500	2,910	3,500	
10	15-321-05	Fire Rev - FC Shared Services			-	38,761	52,700	per shared service agreement with McMurrich-Monteith
12	15-328	Proceeds on Sale of Capital Assets	-	-	10,000	10,000	-	
14	15-621 A	Fire Rev - Armour	328,674	212,756	589,905	589,905	259,543	
15	15-621 B	Fire Rev - Burk's Falls	196,490	127,191	352,660	352,660	155,161	
16	<b>Subtotal - Fire Revenue</b>		<b>570,727</b>	<b>357,383</b>	<b>961,365</b>	<b>1,006,569</b>	<b>477,604</b>	
17	<b>Expenditures</b>							
18	16-202	Fire - Vehicle Expense	29,198	16,275	28,800	27,634	32,000	
19	16-203	Fire - Equip/Comm Repair	11,280	11,358	12,800	15,520	11,600	
20	16-204	Fire - Utilities	7,325	-	-	-	-	
21	16-205	Fire - Phone	6,849	-	-	-	-	
22	16-206	Fire - FPO Supplies	3,065	3,319	5,100	4,445	5,600	
23	16-208	Fire - Outside Training	35,414	8,902	13,400	8,473	14,600	
24	16-209	Fire - WSIB	6,869	6,479	9,400	9,234	10,900	
25	16-210	Fire - Response Wages	41,857	82,088	95,000	102,121	97,000	
26	16-211	Wages & Empl Related Costs	183,458	195,353	217,900	229,022	225,600	
27	16-211 3	Accrued Sick Leave	1,756	412	-	(4,071)	-	
28	16-212	Fire - Insurance	30,084	33,788	36,400	37,291	37,900	
29	16-212-1	Fire Loan Interest	5,318	4,537	3,733	3,733	2,905	
30	16-212-3	Fire Hall Loan Interest	-	-	-	-	18,305	
31	79-117	Fire Loan Principal	25,740	26,510	27,303	27,303	28,120	
32	16-213	Fire - Bldg Repair/Maintenance	2,621	2,576	4,000	5,061	4,000	
33	16-214	Fire - Office Expense	4,358	17,378	18,600	18,455	17,400	
34	16-215	Fire - Air Stn Fill/Maintenance	1,350	765	1,000	808	1,000	
35	16-216	Fire- PPE	5,237	465	-	217	-	
36	16-217	Fire - New Equipment/Gear	42,791	22,178	43,500	36,381	46,200	
37	16-218	Fire - Miscellaneous	3,474	811	1,000	3,210	1,000	
38	16-219	Snow Removal	1,803	1,931	2,100	1,510	2,100	

## TOWNSHIP OF RYERSON

## 2025 DRAFT BUDGET

MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
39	16-221	Capital Purchase	273,286	8,805	719,400	761,517	32,500	
40	16-222	Fire - Recharge Fire Extinguishers	359	379	500	136	500	
41	16-223	Fire - Radio Licence	1,565	1,672	1,750	1,745	2,400	
42	16-224	Fire - Answering Service	1,286	1,286	1,350	1,286	1,350	
43	16-225	Fire - Legal	-	6,594	1,000	2,089	1,000	
44	16-226	Office Space Rental	3,242	3,242	3,242	3,242	3,242	
47	16-229	Fire - Audit & Accounting	3,911	4,818	4,100	4,384	4,200	
48	16-247	Smoke/CO Alarms	449	-	-	-	-	
49	16-248	Defib. / Medical Supplies	403	651	500	1,376	4,000	
52	79-107	To Be Recovered - Fire Sick Leave	(1,756)	(412)	-	4,071	-	
53	<b>Subtotal - Fire Expenditures</b>		<b>732,591</b>	<b>462,160</b>	<b>1,251,878</b>	<b>1,306,192</b>	<b>605,422</b>	
54	<b>Net Fire Cost to Ryerson</b>		<b>161,864</b>	<b>104,777</b>	<b>290,513</b>	<b>299,624</b>	<b>127,818</b>	Per draft 2025 budget
55								
56	<b>Regional Fire Training</b>							
57	15-630	RTO Rev Armour	7,980	7,980	8,220	8,177	8,172	
58	15-631	RTO Rev Burk's Falls	4,771	4,771	4,914	4,888	4,885	
59	15-632	RTO Rev Kearney	16,682	16,682	17,182	17,092	17,082	
60	15-633	RTO Rev Magnetawan	16,682	16,682	17,182	17,092	17,082	
61	15-634	RTO Rev Perry	16,682	16,682	17,182	17,092	17,082	
62	15-635	RTO Rev McM/Monteith	16,682	16,682	17,182	17,092	17,082	
63	<b>Subtotal - RFC Revenue</b>		<b>79,478</b>	<b>79,478</b>	<b>81,862</b>	<b>81,431</b>	<b>81,385</b>	
64	<b>RFC Expenditures</b>							
65	16-285	Regional Training Officer - Materials	83,408	83,408	85,908	85,254	85,408	
66	<b>Net RTO Cost to Ryerson</b>		<b>3,930</b>	<b>3,930</b>	<b>4,046</b>	<b>3,823</b>	<b>4,023</b>	Per draft 2025 budget
67								
93	<b>Net Expenditures - Ryerson-administered Joint Services</b>		<b>165,794</b>	<b>108,707</b>	<b>294,559</b>	<b>303,446</b>	<b>131,841</b>	
94	<b>OPERATIONS</b>							
95	14-110	General Levy	2,219,664	2,368,669	2,489,194	2,598,271	2,590,395	
96	14-210	General Tax - Educ - English - Public	285,322	290,354	289,361	302,724	298,014	
97	14-310	General Tax - Educ - English - Separate	8,223	9,287	8,836	8,837	8,707	
98	14-410	General Tax - Educ - French - Public	387	321	374	374	298	
99	14-510	General Tax - Educ - French - Separate	961	709	841	841	678	
100	15-230	Payment in Lieu of Taxes - Provincial	1,745	1,821	1,925	455	1,944	
101	18-911	Transfer to School Bd - English Public	(285,322)	(290,354)	(289,361)	(302,724)	(298,014)	



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TOWNSHIP OF RYERSON  
2025 DRAFT BUDGET  
MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
102	18-912	Transfer to School Bd - English Separate	(8,223)	(9,287)	(8,836)	(8,837)	(8,707)	
103	18-913	Transfer to School Bd - French Public	(387)	(321)	(374)	(374)	(298)	
104	18-914	Transfer to School Bd - French Separate	(961)	(709)	(841)	(841)	(678)	
105	<b>Net Taxation</b>		<b>2,221,409</b>	<b>2,370,489</b>	<b>2,491,119</b>	<b>2,598,726</b>	<b>2,592,339</b>	
106								
107	15-310	General Government - Misc. Rev	9,699	45	50	-	50	Admin fee for livestock, by-law infractions
108	15-371	Tax Sales Admin Fee	5,800	2,600	3,100	1,875	8,150	
109	15-381	Planning Zoning Severances	14,650	3,750	8,100	6,929	8,400	3-year average
110	15-402	Misc Government Grants	30,346	8,286	5,000	-	-	accessibility grant
111	15-502	Prov Grant Wildlife Compensation	-	-	800	-	800	=Expense account 16-256
112	15-503	Prov. Aggregate Resources Rev	7,058	9,329	9,300	8,160	8,100	3-year average
114	15-510	Provincial Government - OMPF	350,600	348,600	344,800	344,800	388,200	Per notification
115	15-511	Provincial Offences	2,501	2,414	2,600	1,180	2,000	3-year average
116	15-512	Prisoner Transportation Credit	723	535	521	521		Per notification
117	15-513	Policing Detachment Revenue	222	1,246	500	1,058	800	3-year average
122	15-720	Licenses & Permits	22,770	23,125	23,200	24,502	23,500	3-year average
124	15-750	Current Penalties & Interest	36,511	39,151	41,700	44,895	52,600	Assuming 18.2% of tax arrears collected in penalties and interest (2022-2024 average)
125	15-760	Investment Income	79,284	152,882	84,000	118,470	57,000	
126	15-770	Sales, Photocopies, etc.	360	223	200	429	200	Landfill cards, records search, other misc charges
127	15-771	Township Book	267	352	100	400	200	
128	15-773	Cemetery Revenue	558	1,657	900	941	550	Interest on trust account
130	15-775	Transfer From Parkland	10,440	22,312	36,650	-	26,235	Re: cost of arena capital repairs in 16-734
131	15-790	Transfer from Election Reserve	7,401	-	-	-	-	
133	15-790	Transfer from Reserve - Cemetery	500	500	500	500	500	\$500.00 to cover maintenance costs.
134	15-790	Transfer from Reserve - Roads	-	2,200	-	-	2,800	For OSIM inspections
136	<b>Subtotal Other Revenue</b>		<b>584,692</b>	<b>619,801</b>	<b>562,871</b>	<b>556,994</b>	<b>580,085</b>	
137	<b>Total Operating Revenue</b>		<b>2,806,101</b>	<b>2,990,290</b>	<b>3,053,990</b>	<b>3,155,720</b>	<b>3,172,424</b>	
138								
139	16-111	Council - Wages/Benefits	32,506	49,595	53,350	53,332	57,075	
140	16-112	Council - Insurance	1,388	1,388	1,388	1,388	1,620	actual allocation
141	16-114	Council - Expense	12,475	13,860	8,300	4,366	5,600	training, conference fees, courses
142	16-121	Gen Govt Wages/Benefits	435,167	371,453	332,400	312,134	339,100	
143	16-122	Gen Govt - Insurance	18,906	21,614	25,911	25,911	27,641	actual allocation

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TOWNSHIP OF RYERSON  
2025 DRAFT BUDGET

MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
144	16-123	CGIS/Blue Sky	7,582	8,030	8,300	8,248	8,400	Current fee plus anticipated Q4 CPI increase
145	16-124	Gen Govt - Materials	44,943	38,235	40,300	34,880	37,300	staff training, office supplies, other misc
146	16-125	Gen Govt - Cont Serv	3,531	5,128	5,900	4,725	5,000	cleaning, mat rentals, garbage pickup
147	16-126	Health & Safety	363	258	-	-	-	
148	16-127	Accessibility	1,211	327	5,000	2,683	-	accessibility grant ended 2024
149	16-132	Memorial Donations	102	416	500	100	500	
150	16-128	Donations	3,833	3,331	5,500	3,860	5,500	
152	16-130	HR Services	36,080	1,494	5,000	-	5,000	miscellaneous HR support
153	16-131	Audit, Accounting & Clerk Assistance	17,107	23,434	23,700	38,343	25,900	Audit fees \$21,300; accounting fees \$2,000 + HST
154	16-133	Election Expense	12,899	144	200	125	200	Joint audit compliance committee
155	16-134	Transfer to Election Reserve	-	3,500	3,500	3,500	3,500	
156	16-135	Legal	12,922	3,311	17,500	(1,568)	17,500	\$7,500 for general legal advice plus \$2,000 per member of council for integrity commissioner
157	16-136	Tax W/O and Adjustments	5,681	24,962	-	4,491	-	
158	16-138	Assessment Services	29,223	28,999	29,572	29,572	30,415	Per levy notification.
159	16-139 A	Building Maintenance	3,461	1,450	4,000	1,586	4,000	Misc building repair, not capitalized
160	16-142	Information Technology	-	3,938	5,100	1,763	2,500	
162	16-150	Ontario Aggregate Resources Fee	1,727	908	1,350	758	1,000	Royalty on own-source aggregates
163	16-156	Bank Errors & Charges	1,458	1,565	1,600	1,593	1,600	AFT charges, maintenance fees, NSF cheque fees
164	16-137	Transfer to Tax Rate Stabilization Reserve	-	-	-	-	113,000	
165	79-102	To Be Recovered Employee Benefits	(2,036)	9,419	-	(3,653)	-	
166	<b>Subtotal - General Government Operating Expenditures</b>		<b>680,528</b>	<b>616,758</b>	<b>578,371</b>	<b>528,138</b>	<b>692,351</b>	
167								
168	16-231	By-Law Enforcement Officer - Wages	11,988	12,738	19,400	19,391	20,900	
169	16-234	By-Law Enforcement - Materials	1,681	1,663	2,500	1,663	2,000	mileage and supplies
170	16-245	MNR Crown Land Protection	4,619	-	4,978	-	5,065	Per levy notification
171	16-246	Transfer to Fire Reserve	-	-	53,250	53,250	53,250	Savings towards new fire hall (\$53,250)
172	16-249	Policing	160,836	161,616	160,794	160,788	166,066	Per levy notification
174	16-253	Police Services Board	-	-	-	-	1,500	
175	16-254	Animal Control - Materials	438	426	500	560	500	Incl dog tags (230), East Parry Sound vet annual fee (250)
176	16-255	Animal Control - Contracted Services	1,622	1,720	2,550	2,500	2,543	Contract with Ontario SPCA.
177	16-256	Prov Wildlife Predation	-	-	800	-	800	= revenue account 15-502.
178	16-258	Transfer to JBC Reserve	4,236	4,800	7,488	7,488	5,600	
179	16-262	CodeRED Alert system	765	799	912	944	1,000	shared 50/50 with Burks Falls

MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
182	16-265	Emergency Measures - Contract Service	-	281	500	-	5,000	Wages and training for CEMC
183	16-266	911 - Civic Addressing	1,563	1,185	1,600	811	1,000	CERB contract, 911 signs
185	<b>Subtotal other Protection Operating Expenditures</b>		<b>187,748</b>	<b>185,228</b>	<b>255,272</b>	<b>247,395</b>	<b>265,224</b>	
186								
187	16-451	Hazardous Waste Expense	3,892	3,756	3,550	3,918	3,600	ARI fees per draft budget + HWIN levy
188	16-460	Landfill/Recycling	94,239	112,287	137,100	131,470	133,331	Per draft 2025 budget, includes estimate of user fees
189	<b>Subtotal Environmental Operating Expenditures</b>		<b>98,132</b>	<b>116,042</b>	<b>140,650</b>	<b>135,388</b>	<b>136,931</b>	
190								
191	16-511	Almaguin Highlands Health Centre	3,753	16,298	5,000	1,000	5,000	
192	16-518	Health Unit	20,405	20,687	21,308	21,308	22,374	Per levy notification.
193	16-520	Land Ambulance	59,874	63,008	65,913	65,913	69,081	Per levy notification.
195	16-554	Cemeteries - Materials	11,102	1,066	1,500	40	1,500	
196	16-555	Cemeteries - Contracted Services	5,821	5,821	5,190	5,190	5,190	Contract to be renewed
197	<b>Subtotal Health Services Operating Expenditures</b>		<b>100,954</b>	<b>106,881</b>	<b>98,911</b>	<b>93,450</b>	<b>103,145</b>	
198								
199	16-618	Social and Family Services	82,023	84,941	88,852	88,852	93,741	Per levy notification.
200	16-628	Eastholme - Operating	63,914	66,254	68,170	68,170	70,123	Per levy notification.
201	<b>Subtotal Social&amp;Family Services Operating Expenditures</b>		<b>145,937</b>	<b>151,195</b>	<b>157,022</b>	<b>157,022</b>	<b>163,864</b>	
202								
204	16-714	Recreation - Parks - Materials	356	955	4,200	2,827	4,300	includes insurance allocation
205	16-715	Recreation - Parks - Contracted Services	3,881	3,881	3,460	3,460	3,460	Contract to be renewed
206	16-716	Rockwynn Docks	1,250	-	750	1,982	1,100	2025 Magnetawan responsible. 50% of hydro, contingency for repairs
208	16-722	Recreation Committee Materials	-	-	-	-	-	
209	16-726	Recreation - Programs Materials	1,320	4,168	3,100	3,834	4,250	Fireworks, yard sale
211	16-734	Recreation - Arena	114,514	123,014	158,120	158,120	162,872	Per draft 2025 budget
213	16-754	Culture - Museum - Materials	5,972	3,849	3,650	3,151	5,200	Hydro, PCO, empty septic, insurance
218	16-790	Transfer to Library Reserve	-	2,000	26,000	26,000	26,000	
219	16-795	Library	34,740	39,911	54,161	41,661	41,506	Per draft 2025 budget
220	<b>Subtotal Recreation&amp;Cultural Services Operating</b>		<b>162,147</b>	<b>177,897</b>	<b>253,441</b>	<b>241,035</b>	<b>248,688</b>	
221								
222	16-816	External Planning Support	2,566	2,992	3,000	2,200	3,000	
225	16-858	Economic Development	10,000	16,265	5,000	5,000	5,000	Fixed annual contribution
227	<b>Subtotal Planning Operating Expenditures</b>		<b>12,566</b>	<b>19,257</b>	<b>8,000</b>	<b>7,200</b>	<b>8,000</b>	

## TOWNSHIP OF RYERSON

## 2025 DRAFT BUDGET

MARCH 5, 2025

	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
228								
268	17-002	Contra Road Wages	(397,191)	(449,111)	-	(403,559)	-	
269	17-001	Total road wages	397,191	449,111	478,600	444,559	479,800	per calculation
271	17-022	Installation of Culverts	8,136	6,216	11,800	-	9,300	
272	17-032	Install & Maintain Culverts Materials	78	968	2,000	-13	2,000	
273	17-615	Bridge Appraisals	-	5,585	-	-	5,600	required in 2025
274	17-052	Grass Mowing Materials	4,981	4,579	4,550	4,545	5,000	
275	17-062	Brushing Maintenance Materials	121	84	250	177	250	
278	17-092	Beavers Materials	2,050	3,399	3,000	1,900	2,500	
279	17-102	Debris and Litter Pickup Materials	19	-	100	-	100	
280	17-152	Hardtop Patching Materials	1,968	2,010	3,400	4,900	5,400	4 loads of cold mix
281	17-162	Sweeping Materials	2,289	1,991	2,200	2,038	2,200	
283	17-212	Grading & Scarifying Materials	1,352	5,534	2,500	2,115	2,500	set of summer blades
284	17-222	Dust Layer - Purchase	57,338	69,765	72,200	77,786	76,400	extra tank due to pulverizing Peggs Mountain Road
285	17-232	Dust Layer - Application Materials	-	67	200	371	200	
286	17-242	Gravel - Contract	52,571	15,749	48,600	27,667	53,800	3,000t granite
288	17-302	Snow Plowing & Removal Materials	6,292	7,015	5,500	7,063	7,400	
289	17-312	Purchase of Sand/Salt	39,379	49,695	48,600	36,231	44,600	107/T x 60T for salt
290	17-322	Sanding & Salting Materials	458	458	1,000	4,235	1,000	
291	17-332	Culvert Thaw Materials	1,096	-	200	-	200	
293	17-349	Winter Lighting for Vehicles Materials	431	565	750	578	750	
294	17-350	Truck and Equipment Chains	2,028	1,294	2,500	-	2,500	
296	17-382	Signs Materials	4,931	5,363	4,000	1,330	4,000	
297	17-392	Training Materials	1,295	5,386	6,400	3,450	3,800	
298	17-393	Safety Equipment / Clothing	765	1,816	2,500	903	2,500	
299	17-432	Overhead Materials	73,038	72,501	68,000	69,365	70,900	
300	17-433	Overhead Professional Fees	-	-	2,000	-	2,000	
301	17-902	Purchase New/Replace Worn Tools	4,234	4,569	4,500	1,577	4,500	
304	17-462	13 Western Star Materials	12,915	23,150	13,800	16,087	16,800	set of new tires (\$3,800)
306	17-472	22 Pickup Materials	2,499	3,334	5,300	4,136	4,800	
308	17-475	19 Ford Pickup Parts and Repair	6,804	9,112	6,200	6,068	13,200	requires front-end rebuild (\$7k)
310	17-482	23 Freightliner Materials	12,771	7,550	5,900	5,623	7,300	
312	17-492	22 Freightliner Materials	8,826	4,605	6,800	7,173	11,200	set of new tires (\$3,800)
316	17-504	2013 Grader Materials	46,704	20,329	34,600	36,987	33,400	10 new tires

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	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
320	17-522	2019 Backhoe/JCB Materials	8,624	2,095	8,800	4,185	4,900	
323	17-532	2015 Excavator Materials	9,915	10,883	12,600	27,187	18,700	hydraulic pump repairs \$15k
324	17-542	Float Materials	472	513	1,000	171	1,000	
325	17-552	Small Equipment Materials	1,448	560	2,000	1,081	2,000	
327	17-562	2014 Loader Materials	3,256	2,965	5,100	2,031	4,700	
328	16-349	Fuel to be distributed	100,502	87,730	100,000	66,723	90,000	
329	<b>Subtotal Transportation Operating Expenditures</b>		<b>867,026</b>	<b>884,926</b>	<b>977,450</b>	<b>866,287</b>	<b>997,200</b>	
330								
331	<b>DEBT REPAYMENT</b>							
333	17-968	Grader/Loader Interest	2,120	1,337	556	556	16	
334	17-970	Road Construction Interest	1,692	1,294	898	898	497	
335	17-972	2021 Plow Interest	3,922	3,090	2,243	2,243	1,387	
338	79-113	Grader/Loader Principal	39,550	39,550	39,550	39,550	6,592	
339	79-115	Road Construction Principal	17,540	17,540	17,540	17,540	17,540	
340	79-116	2021 Plow Principal	51,314	52,143	52,986	52,986	53,843	
342	<b>Total Debt Repayment</b>		<b>116,138</b>	<b>114,954</b>	<b>113,773</b>	<b>113,774</b>	<b>79,875</b>	
343								
344	<b>Ryerson Operating Expenses</b>		<b>2,371,175</b>	<b>2,373,140</b>	<b>2,582,890</b>	<b>2,389,689</b>	<b>2,695,278</b>	
	<b>Net Ryerson Total Expenditures re Ryerson-administered</b>							
345	<b>Joint Services</b>		<b>165,794</b>	<b>108,707</b>	<b>294,559</b>	<b>303,446</b>	<b>131,841</b>	
	<b>Adjustment re Shared Services capital and one-time</b>							
346	<b>operating expenses</b>				<b>200,083</b>		<b>43,388</b>	
	<b>NET OPERATING REVENUE - FUNDING AVAILABLE FOR</b>							
347	<b>CAPITAL</b>		<b>269,132</b>	<b>508,443</b>	<b>376,624</b>	<b>462,585</b>	<b>388,693</b>	
348								
349	<b>CAPITAL ACTIVITIES</b>							
350	<b>CAPITAL REVENUE, TRANSFERS FROM RESERVES AND LOAN PROCEEDS</b>							
351	15-792	Prior Year Surplus	671,113	343,075	146,421	146,422	-	
353	15-402B	Misc Government Grants	-	-	-	-	-	
354	15-501	Ont Community Infrastructure Fund	84,454	103,420	143,950	113,684	160,000	Funding for Bartlett Lake culvert replacement
355	15-509	Modernization Grant Funding	-	5,199		-	-	
356	15-790 P	Transfer from Reserve- COVID-19 Grant	30,239	8,737	-	-	-	reserve depleted in 2023
357	15-790 C	Transfer from Reserve - Capital Funds	-	-	-	-	-	
358	15-790 L	Transfer from Reserve -Landfill	-	-	-	-	-	
359	15-790 A	Transfer from Reserve- Arena	-	7,081	-	-	-	

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	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
360	15-790 F	Transfer from Reserve- Fire	56,994	-	144,400	144,468	-	
361	15-541	Loan Proceeds	-	-	-	-	-	
362	15-780	AMO Gas Tax Revenue	66,532	-	86,200	101,498	48,800	Granite resurfacing program
363	15-785	NORDS Grant Revenue	91,689	56,359	142,100	142,788	71,900	Re: Peggs Mountain Road
364	15-531	Miscellaneous Roads Revenue	13,855	16,231	-	-	-	
367	<b>Total Sources of Funding - Capital</b>		<b>1,012,772</b>	<b>540,101</b>	<b>663,071</b>	<b>648,859</b>	<b>280,700</b>	
368								
369	<b>CAPITAL PROJECTS</b>							
384	16-157	Land purchase	-	-	-	-	-	
385	16-139 B	Building Maintenance	1,821	-	-	-	-	
387	16-140	Office Equipment	5,569	23,422	15,750	3,294	11,300	Purchase of new computers (\$3,000), photocopier (\$8,300)
388	16-145	Website	-	-	-	-	-	
389	16-180	Operational Plans	-	562	29,800	-	30,000	Official Plan, Zoning By-law updates
390								
391	<b>Road Projects</b>							
395	17-632	Midlothian Swing Bridge Materials	189	-				
398	17-642	Culvert Replacement Materials	-	-	14,000	8,264	160,000	Bartlett Lake culvert (shared with McMurrich)
399	17-652	Granite Materials	84,454	103,420	219,700	220,565	187,100	3.8km Hilly & Gully; 3.6km South Horn Lake
400	17-662	Gravel Lift - Material	66,532	-	-	-	-	
403	17-682	Road Construction Materials	-	2,336	-	-	10,500	micro seal So Ho Mish Road
407	17-702	Midlothian RAP	-	-	-	-	-	
408	17-732	Peggs Mountain Road	91,689	56,359	170,500	158,964	152,900	pulverize, calcium and granite 4.5km
409	17-890	Building Repair	379	133	36,000	29,564	8,000	
413	17-924	Purchase New Equipment	324,406	306,271	30,000	22,121	19,300	culvert steamer
417	Capital portion of Joint Services		-	-	200,083	-	43,388	
418								
419	<b>Total Capital Projects</b>		<b>590,252</b>	<b>492,504</b>	<b>715,833</b>	<b>442,772</b>	<b>622,488</b>	
420								
421	<b>NET RESERVE TRANSFERS</b>							
422	16-137	Transfer to Capital Reserve	175,996	241,558	105,194	105,194	17,604	Budget balancing figure- allocate to capital reserve
423	16-246	Transfer to Fire Reserve	28,286	37,443	30,061	30,061	2,469	2024 surplus (\$X) plus 2% op exp
424	16-465	Transfer to Landfill Reserve	21,722	7,953	12,734	12,734	3,115	2024 surplus (\$X) plus 2% op exp
425	16-470	Transfer to Landfill Closure Reserve	-	-	-	-	-	

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	A	B	Q	S	T	U	V	W
	Account #	ACCOUNT NAME	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD (12/31)	2025 DRAFT BUDGET	NOTES
1								
426	16-535	Transfer to Hospital Reserve	20,000	20,000	20,000	20,000	20,000	
427	16-737	Transfer to Arena Reserve	10,073	2,664	8,848	8,848	3,717	2024 surplus (\$X) plus 2% op exp
428	17-952	Transfer to Roads Capital Reserve	92,500	100,000	147,025	147,025	-	
429	<b>Total Reserve Transfers</b>		<b>348,577</b>	<b>409,618</b>	<b>323,862</b>	<b>323,862</b>	<b>46,905</b>	
430	<b>NET CAPITAL EXPENDITURES</b>		<b>-73,943</b>	<b>362,021</b>	<b>376,624</b>	<b>117,775</b>	<b>388,693</b>	
431								
432	<b>BALANCE</b>		343,075	146,422	0	344,810	0	
433								
434		Total Municipal Expenditures	4,126,004	3,820,830	4,760,288	4,547,769	4,012,113	
435		Total Education Expenditures	294,892	300,671	299,412	312,775	307,697	
436		Total Expenditures	4,420,895	4,121,501	5,059,700	4,860,545	4,319,810	
437								
438		Revenue Municipal	2,247,669	1,596,762	2,269,169	2,293,853	1,419,774	
439		Taxation General	2,219,664	2,368,669	2,489,194	2,598,271	2,590,395	
440		Taxation Education	294,892	300,671	299,412	312,775	307,697	
441		Payment in Lieu	1,745	1,821	1,925	455	1,944	
442		Total Revenue	4,763,970	4,267,923	5,059,700	5,205,355	4,319,810	
443		Balance Check	343,075	146,422	0	344,810	0	
444								

	<b>CAO Report</b>
To:	Ryerson Township Council
From:	CAO/Treasurer Brayden Robinson
Date of Meeting:	March 11, 2025
Report Title:	2025 Budget Meeting Dates
Report Date:	March 5, 2025

### **Recommendation**

That staff be directed to proceed with issuing a tender for contracted brushing work; and further that Council declares the 2015 Volvo EW160E Excavator as surplus and directs staff to post the unit for sale.

### **Background**

At the preliminary 2025 budget meeting, it was brought to Council's attention that the 2015 Volvo wheeled excavator requires extensive repairs due to a failed hydraulic pump. This repair alone is estimated to cost approximately \$25,000; however, it was also noted that the equipment has required frequent maintenance since it was purchased, and is regularly out of service. Further, the availability of parts has become increasingly scarce, leading to extensive downtime; the hydraulic pump repair has taken the machine out of service for six months, and the equipment routinely posts the highest downtime ratios of any asset in our fleet.

Staff have considered selling this equipment, and having the tasks assigned to it performed through a combination of equipment rentals and outsourcing. The following is a mathematical analysis of this proposal.

To December 31, 2024, the total cost of ownership has been:

Amortization of Purchase Price	\$	108,904
Fuel		57,988
Repairs and Maintenance		102,202
Staff Wages- Repairs and Maintenance		19,319
Staff Wages- Operations		188,215
<b>Total:</b>		<b>476,628</b>



This equates to a total cost per operating hour of \$109.07. It is worth noting that the costs outlined above are based on historical totals, and have not been inflated to 2024 values; therefore, this is an artificially low figure. Specific to 2023 and 2024, this figure is \$118.38 and \$188.67, respectively. Per quotes received by the Township, it is anticipated that brushing services could be contracted out for approximately \$125 per hour.

It appears that the hourly cost of outsourcing this operation is roughly equivalent to, or slightly lower than, the hourly cost of ownership. However, for a different perspective on the calculation, please consider the following:

On an average year, excluding extraordinary one-time costs, the total avoidable costs to the Township (i.e., excluding staff wages) are \$20,488. Per the Township's Asset Management Plan, a total of 6km of brushing is targeted each year, which could be outsourced at an approximate cost of \$9,000. In addition, it is anticipated that the Township could need to spend up to \$7,000 annually to contract out culvert replacements that could not be achieved by our backhoe. Therefore, staff anticipate a positive annual variance of ~\$4,000 will be achieved by selling and outsourcing.

It is expected that this equipment could be sold for upwards of \$150,000.

Staff recommend that a tender be issued to solidify pricing on the 'outsource' option, prior to a final decision being made. However, based on the above analysis, staff are recommending that the Excavator be declared surplus and sold, with future brushing services to be contracted out.



# Soil Engineers Ltd.

CONSULTING ENGINEERS

**GEOTECHNICAL • ENVIRONMENTAL • HYDROGEOLOGICAL • BUILDING SCIENCE**

90 WEST BEAVER CREEK ROAD, SUITE #100, RICHMOND HILL, ONTARIO L4B 1E7 • TEL (416) 754-8515 • FAX (905) 881-8335

**BARRIE**  
 TEL: (705) 721-7863  
 FAX: (705) 721-7864

**MISSISSAUGA**  
 TEL: (905) 542-7605  
 FAX: (905) 542-2769

**OSHAWA**  
 TEL: (905) 440-2040  
 FAX: (905) 725-1315

**NEWMARKET**  
 TEL: (905) 853-0647  
 FAX: (905) 881-8335

**GRAVENHURST**  
 TEL: (705) 684-4242  
 FAX: (705) 684-8522

**PETERBOROUGH**  
 TEL: (905) 440-2040  
 FAX: (905) 725-1315

**HAMILTON**  
 TEL: (905) 777-7956  
 FAX: (905) 542-2769

February 20, 2025

Reference No. 2501-C049

Tatham Engineering  
 8 Barron Drive  
 Bracebridge, Ontario  
 P1L 0A1

Attention: Mr. Andrew Schoof, M.A.Sc, P.Eng.

**Re: Test Pit Investigation Report  
 Proposed New Fire Hall  
 Peggs Mountain Rd & Ferguson Rd  
 Township of Ryerson**

Dear Sir,

As requested, we visited the site on January 30, 2025 to carry out a Test Pit Investigation for an assessment of the subsurface conditions and to determine the engineering properties of the disclosed soils. Our findings and recommendations are presented herein.

The field work consisted of 4 (four) test pits dug by an excavator to depths ranging from 1.0 m to 3.5 m +/- throughout the proposed building location.

## Test Pits

Test Pit 1 Building	Test Pit 2 Building	Test Pit 3 Building	Test Pit 4 Septic
40 cm organics	50 cm organics	50 cm organics	50 cm organics
Firm to stiff silty clay with intermittent sand seams	Firm to stiff silty clay with intermittent sand seams	Firm to stiff silty clay with intermittent sand seams	Firm to stiff silty clay with intermittent sand seams
end test pit 3.5 m. water seepage @ 1.0m	end test pit 3.4 m. dry upon completion	end test pit 3.2 m. dry upon completion	end test pit 1.0 m.



### **Foundations**

Based on the test pit findings, it is recommended that the normal spread and strip footings can be placed on the sound natural soil which is capable of sustaining a Maximum Allowable Soil Bearing Pressure of 100 kPa (SLS) 200 kPa (ULS).

The normal spread and strip footings must be properly sized, reinforced and designed by a qualified architect, designer or structural engineer.

Foundations exposed to weathering and in unheated area should have at least 1.8 m of earth cover for protection against frost action or they must be properly insulated.

Perimeter subdrains encased in fabric filter should be installed and connected to a positive outlet and the foundation walls should be dampproofed.

The floor slabs should be placed on a granular base 30 cm thick, consisting of 19-mm Crusher-Run Granite (Granular 'A'), or approved equivalent.

Also, as a guide, the foundation should be designed to resist a minimum earthquake force using Site Classification 'E' (Soft Soil).

The footing subgrade must be inspected by either a geotechnical engineer, or a geotechnical technician under the supervision of geotechnical engineer, or a building inspector who has geotechnical knowledge, to ensure the subgrade conditions are compatible with the foundation design requirements.

### **Engineered Fill**

If engineered fill is required to support the foundation the excavation must extend 2.0 m beyond the buildings perimeter. The engineered fill material for raising the grade should consist of Granular 'B' Type I or equivalent approved granular and must be compacted to at least 98% of its maximum Standard Proctor dry density up to the proposed underside of footing elevation or slab elevations.

Prior to placement of engineered fill the subgrade should be inspected to ensure the subgrade is suitable for fill placement.

As a guide a Maximum Allowable Soil Bearing Pressure of 100 kPa (SLS) 200 kPa (ULS) can be used for foundations founded on engineered fill.



The normal spread and strip footings must be properly sized, reinforced and designed by a qualified architect, designer or structural engineer.

### **Pavement Design**

Based on the expected subgrade conditions the recommended granular base design for the parking lot should consist of the following.

#### **Light Duty**

Course	Thickness (mm)	OPS Specifications
Asphalt Surface	40	HL-3
Asphalt Binder	50	HL-8
Granular Base	150	Granular 'A' or equivalent
Granular Sub-Base	350	Granular 'B' or equivalent

#### **Heavy Duty**

Course	Thickness (mm)	OPS Specifications
Asphalt Surface	40	HL-3
Asphalt Binder	50	HL-8
Granular Base	150	Granular 'A' or equivalent
Granular Sub-Base	450	Granular 'B' or equivalent

All granular bases must be compacted to their Maximum Standard Proctor Dry Density.

Prior to placement of the granular design, the subgrade must be proof rolled and inspected by either a geotechnical engineer, or a geotechnical technician under the supervision of geotechnical engineer, to ensure the subgrade conditions are compatible with the design requirements.





If engineered fill is required to raise the grade for parking lot construction the organics must be removed from the entire site extending 2.0 m beyond the perimeter. Any new material for raising the grade should consist of inorganic earth fill or granular fill and must be compacted to at least 98% of its Maximum Standard Proctor dry density up to the proposed subgrade elevations.

Prior to placement of engineered fill, the subgrade must be inspected by either a geotechnical engineer, or a geotechnical technician under the supervision of geotechnical engineer, to ensure the subgrade conditions are compatible with the requirements.

### Septic

A Representative sample was collected from test pit 4 to determine the Estimated Percolation Time for design of the septic bed, see figure: 1.

We trust this report is explicit: however, should any queries arise, please do not hesitate to contact us.

Yours very truly,  
**SOIL ENGINEERS LTD.**

Mika Fager, Geo.Tech.  
Branch Manager – Muskoka | Partner



# GRAIN SIZE DISTRIBUTION

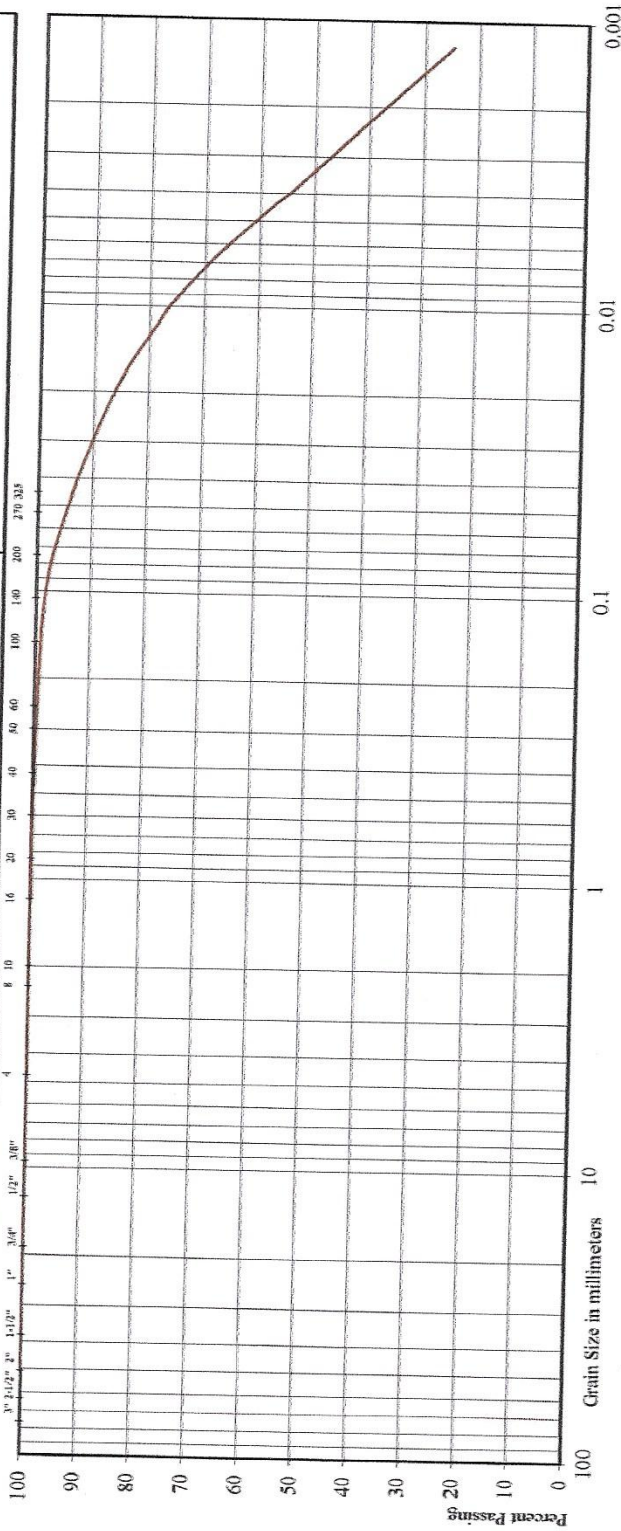
Reference No: 2501-C049

U.S. BUREAU OF SOILS CLASSIFICATION

GRAVEL		SAND				SILT	CLAY
COARSE	FINE	COARSE	MEDIUM	FINE	V. FINE		

UNIFIED SOIL CLASSIFICATION

GRAVEL		SAND				SILT & CLAY	
COARSE	FINE	COARSE	MEDIUM	FINE			



Project: Township of Ryerson Fire Hall

Location: Peggs Mountain Road and Ferguson Road, Village of Burk's Falls

Borehole No:

Sample No: 1

Depth (m):

Elevation (m):

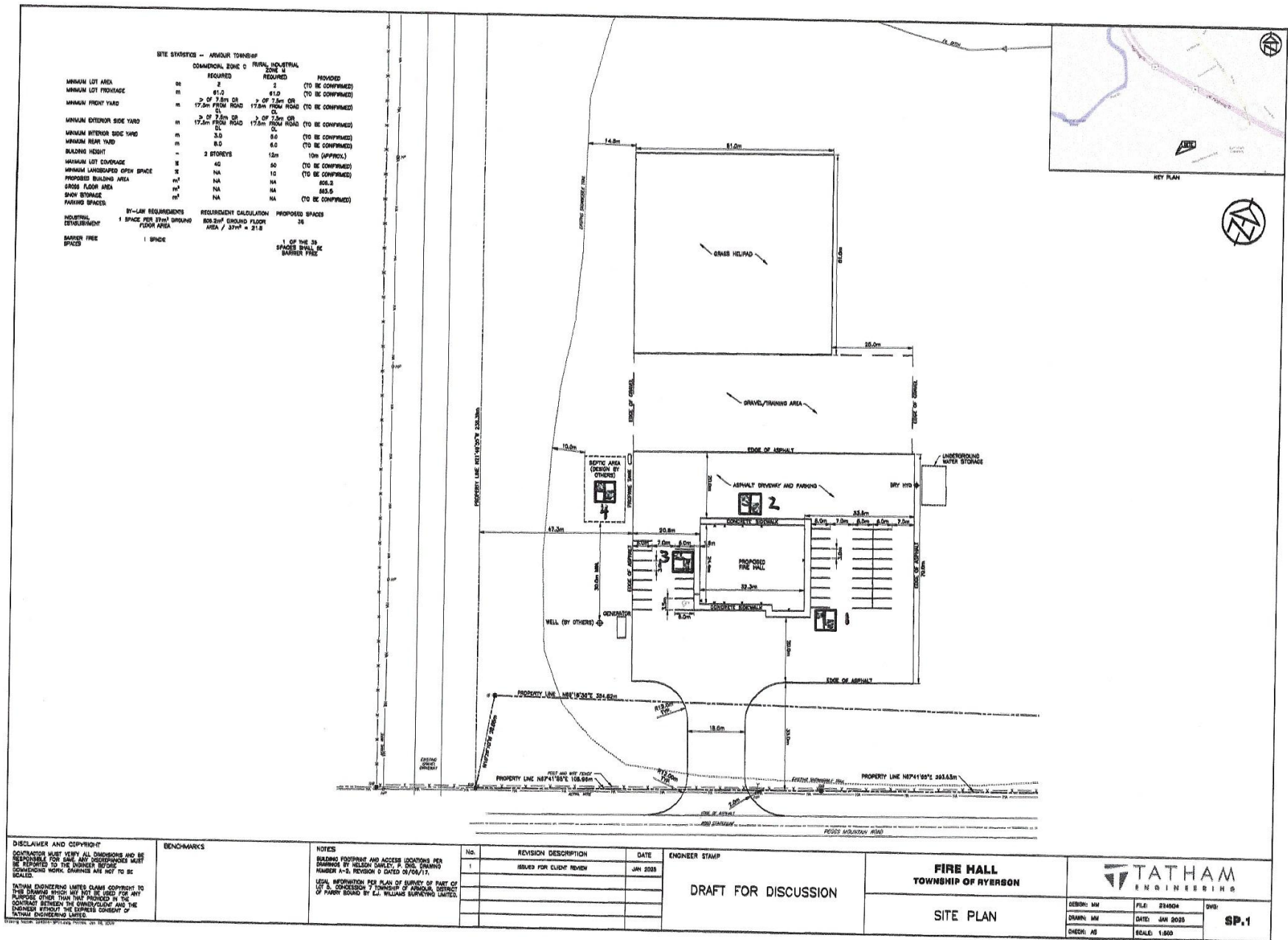
Classification of Sample [ & Group Symbol ]:

SILTY CLAY

a trace of fine sand

Liquid Limit (%) = -  
Plastic Limit (%) = -  
Plasticity Index (%) = -  
Moisture Content (%) = -  
Estimated Permeability (cm./sec.) =  $10^{-7}$   
Estimated Percolation Time (min/cm) = >80

Figure: 1

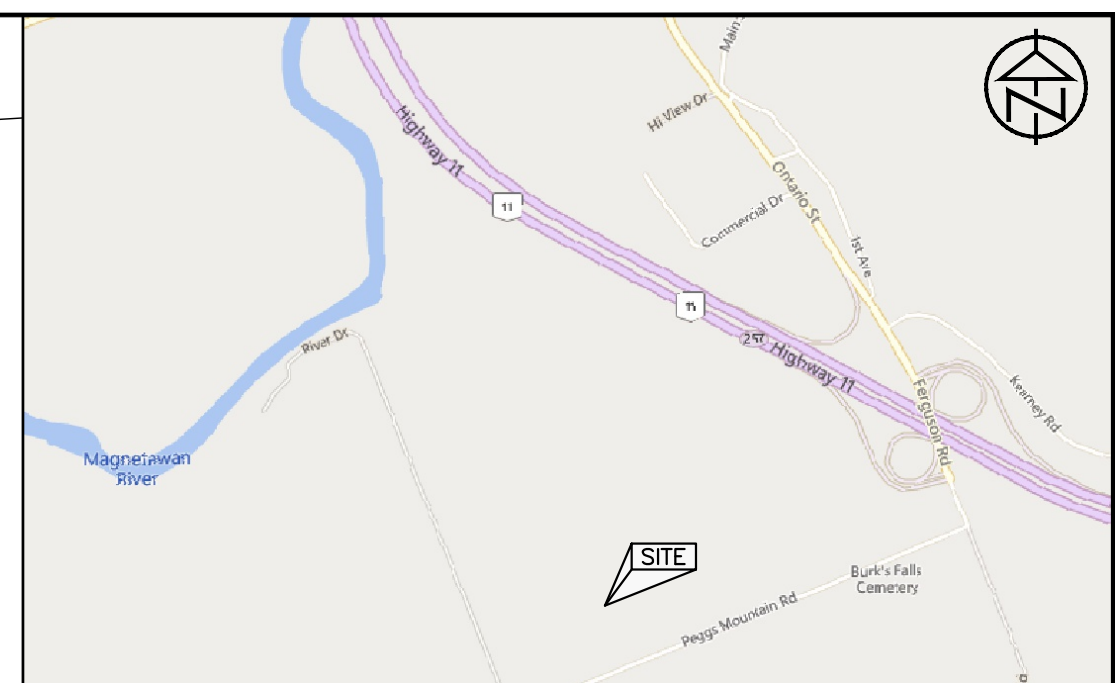




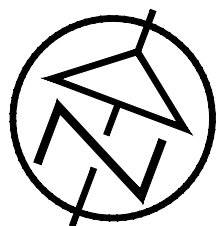
### RECOMMENDED PAVEMENT STRUCTURE\*

NOTES:

1. PAVEMENT DESIGN TABLE, TEST PIT INVESTIGATION REPORT PROPOSED NEW FIRE HALL, PEGGS MOUNTAIN ROAD AND FERGUSON ROAD, TOWNSHIP OF RYERSON, ONTARIO. DATED FEBRUARY 20, 2025. SOIL ENGINEERS LTD.
2. HEAVY DUTY PAVEMENT STRUCTURE SHALL BE USED WHEREVER FIRE TRUCKS WILL BE DRIVING.




### KEY PLAN



<div>DISCLAIMER AND COPYRIGHT</div> <div>CONTRACTOR MUST VERIFY ALL DIMENSIONS AND BE RESPONSIBLE FOR SAME. ANY DISCREPANCIES MUST BE REPORTED TO THE ENGINEER BEFORE COMMENCING WORK. DRAWINGS ARE NOT TO BE SCALED.</div> <div>TATHAM ENGINEERING LIMITED CLAIMS COPYRIGHT TO THIS DRAWING WHICH MAY NOT BE USED FOR ANY PURPOSE OTHER THAN THAT PROVIDED IN THE CONTRACT BETWEEN THE OWNER/CLIENT AND THE ENGINEER WITHOUT THE EXPRESS CONSENT OF TATHAM ENGINEERING LIMITED.</div>	BENCHMARKS	<div>NOTES</div> <div>BUILDING FOOTPRINT AND ACCESS LOCATIONS PER DRAWINGS BY NELSON DAWLEY, P. ENG. DRAWING NUMBER A-2, REVISION 0 DATED 09/06/17.</div> <div>LEGAL INFORMATION PER PLAN OF SURVEY OF PART OF LOT 5, CONCESSION 7 TOWNSHIP OF ARMOUR, DISTRICT OF PARRY SOUND BY E.J. WILLIAMS SURVEYING LIMITED.</div>	No.	REVISION DESCRIPTION	DATE	<div>ENGINEER STAMP</div> <div>DRAFT FOR DISCUSSION</div>	<div>FIRE HALL</div> <div>TOWNSHIP OF RYERSON</div>		<div><div>TATHAM</div><div>ENGINEERING</div></div>		
			1	ISSUED FOR CLIENT REVIEW	JAN 2025						
			2	FOR SUBMISSION	MAR 2025						
							SITE PLAN	DESIGN: MM	FILE: 224504	DWG:	
								DRAWN: MM	DATE: JAN 2025	SP.1	
								CHECK: AS	SCALE: 1:500		



	<b>Staff Report</b>
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	March 11, 2025
Report Title:	Flag Policy
Report Date:	March 04, 2025

**Recommendation:**

That the Council of Ryerson receive and review the Draft Flag Policy and provide staff with any suggestions for revisions by March 14th, in order to facilitate the presentation of the revised policy at the regular meeting scheduled for March 25th.

**Purpose/Background:**

The Township of Ryerson's Flag and Proclamation Policy establishes guidelines for displaying flags and endorsing proclamations at municipal facilities. It aims to honor diversity, recognize local achievements, and promote public awareness campaigns, while ensuring consistency and respect for protocols. The policy outlines criteria for flag displays, half-mast observances, and the process for submitting and reviewing proclamation requests, with enforcement and annual reviews to ensure its effectiveness.

# TOWNSHIP OF RYERSON

## FLAG AND PROCLAMATION POLICY

<b>POLICY:</b> Flag and Proclamation Policy	<b>RESOLUTION NUMBER:</b> 2025-	<b>DATE PASSED:</b>
<b>EFFECTIVE DATE:</b>	<b>REVIEW DATE:</b>	<b>AUTHORITY:</b> Municipal Clerk

### POLICY STATEMENT

This Policy shall establish guidelines for flying flags at facilities owned by the Township of Ryerson, and Council endorsement of proclamations to ensure fair and consistent application.

### 1. PURPOSE

The purpose of this Flag and Proclamation Policy is to establish guidelines and procedures for the proper display and use of flags within the Township of Ryerson, and for Council support of Proclamations.

The following general principles will apply in respect to all aspects of this Policy, and be used when interpreting the Policy:

- The Township will use flags to observe the Township's diversity, and honour those who have contributed to the life of the Township; and
- The flying of flags at any municipal facility will not be contrary to the principles of any other Municipal policy.
- The Township will use proclamations to promote public awareness campaigns, charitable fundraising campaigns, arts, and cultural celebrations of significance to the Township.
- Proclamations will be used to acknowledge special honours for individuals and organizations within the Township, in recognition of a special achievement.
- Council's endorsement of Community Flags and Proclamations is based on a framework that ensures all requests are dealt with consistently.

### 2. SCOPE

This policy applies to all employees, contractors, volunteers, and visitors of the Township, as well as any flags displayed on municipal premises or at municipal events and any proclamations made on behalf of the Township.

### **3. DEFINITIONS**

In this policy, the following terms shall have the following meanings:

**3.1 Clerk:** shall mean the Municipal Clerk and/or their designate.

**3.2 Council:** shall mean the Council for The Corporation of the Township of Ryerson.

**3.3 Flag Raising:** for purposes of this policy, means the raising of a flag, in a location determined by Council.

**3.4 Flying a Flag at Half-mast:** means the action of flying all flags, forming a single display of flags, at a position that is an equal distance from the top and bottom of a flagpole, to mark periods of mourning or to commemorate solemn occasions.

**3.5 Township:** shall mean The Corporation of the Township of Ryerson.

**3.6 Municipal Property:** shall mean real property owned by the Township of Ryerson and includes any location where protocols will be used, or flag poles are present.

**3.7 National Flag of Canada:** means the flag approved by the Parliament of Canada as a national symbol of Canada.

**3.8 Proclamation:** shall mean a public or official announcement, particularly one dealing with a matter of great importance that may be endorsed by Council and may be recognized on a particular day, week or month; and

**3.9 Provincial Flag of Ontario:** means the flag approved by the Legislative Assembly of Ontario as a provincial symbol of Ontario.

### **4. FLAGS**

#### **4.1 Flag Display**

Only authorized flags shall be displayed on municipal premises or at Municipal events. Flags should be displayed in a respectful manner, with appropriate positioning, should be maintained in good condition and replaced when worn or damaged and should be displayed in accordance with applicable laws, regulations, and customs.

#### **4.2 Authorized Flags**

The authorized flags for display on municipal premises or at municipal events include the National Flag of Canada as well as any other flags specifically approved by the Township of Ryerson Council or staff members as authorized by Council.

#### **4.3 Community Flag Raisings**

The National Flag of Canada will remain on the flagpole at all times. No Community Flag Raising requests will be considered.

#### **4.4 Raising and Lowering of Flags**

Flags should be raised and lowered according to proper flag protocol, as established by applicable laws and customs. Other authorized flags should be raised and lowered as appropriate, considering their significance and relevance.

#### **4.5 Customary Flag Configuration**

The Township's protocol for the usual configuration of the flags at the Township of Ryerson's facilities will be:

The National Flag of Canada will be flown on the flagpole. Another flag will not be flown under the National Flag of Canada. Other flags will not be flown at these facilities, except in the circumstances noted under the heading "Dignitary Visits".

When more than one flag is displayed to form a single display, the National Flag of Canada will be on the left to an observer facing the display, which is the customary position of honour.

#### **4.6 Dignitary Visits**

In the event of a visit by a dignitary to the Township of Ryerson, the Township may fly a flag representing the visiting dignitary's country with the approval of the Mayor.

#### **4.7 Half-Mast Protocol**

The Township's protocol for flying a flag at half-mast will be:

Periods of mourning - Flags will be flown at half-mast at Municipal facilities to mark periods of official mourning upon the death of:

- The Sovereign;
- A Member of the Royal Family;
- The Governor General of Canada, or a former Governor General;
- The Prime Minister of Canada, or a former Prime Minister;
- The Leader of His Majesty's Loyal Opposition, Parliament of Canada;
- The Lieutenant Governor of Ontario;
- The Premier of Ontario or a former Premier;
- The Leader of His Majesty's Loyal Opposition, Legislative Assembly of Ontario;
- A local Member of Parliament, or local Member of the Legislative Assembly of Ontario;
- The Mayor or a former Mayor;
- A Member of Council or former Member of Council;
- A current employee of the Township of Ryerson;
- An Ontario Provincial Police Officer who dies in the line of duty; and
- A resident of the Township, who is a member of the Canadian Armed Forces, killed while deployed on operations.

Flags will be flown at half-mast, in the case of a national or provincial official, for the duration established by the appropriate federal or provincial protocol offices. In the case of other persons, flags will be flown at half-mast from the date the notice of death is received until sunset on the date of the funeral for that individual.

It is recognized that in unique situations outside of the Policy, the Mayor and Clerk may request a flag to be flown at half-mast. The Clerk's Office will be responsible for coordinating the lowering of flags at Municipal facilities.

In all cases where flags are lowered to half-mast at any or all Municipal facilities, a broadcast notice will be placed on [Township of Ryerson](#) website to explain why the flags have been lowered and for how long they will be at half-mast. Information on which facilities will have flags at half-mast will be included in the posting.

**Commemoration of Solemn Occasions:**

Flags will be flown at half-mast annually, at all municipal facilities, to commemorate the following solemn occasions, on or about the following dates dependant on staff availability:

- Day of Mourning for Persons Killed or Injured in the Workplace (April 28)
- Firefighters National Memorial Day (second Sunday in September)
- Police and Peace Officer's National Memorial Day (last Sunday of September)
- National Day for Truth and Reconciliation (September 30)
- Remembrance Day (November 11)
- National Day of Remembrance and Action on Violence Against Women (December 6)

**Other Solemn Occasions:**

The commemoration of other periods of official mourning and solemn occasions, in keeping with the General Principles of this Policy, may be approved by the Mayor.

**4.8 Dignity of the Flag**

Flags should always be treated with respect and dignity and should not be used for any disrespectful or inappropriate purposes, including but not limited to advertising, decorations, clothing, or any activity that may be deemed offensive or disrespectful. Flags should not be defaced, altered, or modified in any way that may compromise their integrity or symbolism.

The National Flag of Canada should be displayed only in a manner appropriate for this important national symbol; it should not be subjected to dishonour or displayed in a position inferior to another flag. The National Flag of Canada always takes priority over all other national flags when flown in Canada. The only flags that are given priority over the National Flag of Canada are the personal standards of members of the Royal Family and of His Majesty's eleven representatives in Canada.

The National Flag of Canada should always be flown on its own mast; flag protocol states that it is improper to fly two (2) or more flags on the same mast.

When the National Flag of Canada is raised or lowered, or when it is carried in a parade or review, everyone present should face the Flag, remain silent and remove their hats. Those in uniform should salute.

## **5. PROCLAMATIONS**

### **5.1 Proclamation Criteria**

Proclamations that are of significance to the Township may be endorsed by Council for the following:

- Civic promotions;
- Public awareness campaigns;
- Charitable fundraising campaigns;
- Arts and cultural celebrations;
- Special honours for individuals and organizations for special achievements.

Only proclamations that involve participation by the Township or its residents will be considered for endorsement. Proclamations will not be endorsed by Council of the Township for the following:

- Matters of political controversy;
- Religious organizations or religious events or celebrations;
- Individual conviction;
- Organizations or events with no direct relationship to the Township and/or do not involve participation by the Township or its residents;
- Celebrations, campaigns or events contrary to Municipal policies or Bylaws;
- Celebrations, campaigns or events intended for profit-making purposes;
- Matters attempting to influence government policy.

### **5.2 Proclamation Requests**

All organizations or persons submitting a request for a proclamation must complete a Proclamation Request Form attached as Appendix A to this policy. Proclamation Request Forms shall be submitted to the attention of the Clerk and must be submitted at least eight (8) weeks prior to the day requested for the reading of the Proclamation. The following limitations related to proclamation requests are noted for those submitting a request:

- An organization may only request one proclamation annually;
- An organization does not have exclusive rights to the day, week or month of their proclamation;
- Proclamations on a similar topic will be issued on a first come, first served basis;
- Multi-year proclamations or proclamations that are to be repeated indefinitely will not be considered and must be requested on an annual basis. There is no requirement to submit a Proclamation Request annually for multi-year proclamations that were endorsed by Council prior to the implementation of this policy.

### **5.3 Review of Proclamation Requests**

Proclamation requests will be reviewed by the Clerk against the eligibility criteria noted in this Policy. In the event that the request does not comply with this policy, the Clerk, in consultation with the Mayor, will not include the request on a Council meeting agenda and will advise the Mayor and organization/person submitting the request accordingly.

Proclamation requests that meet all eligibility criteria will be placed on the agenda for the next Regular Council Meeting under the New Business section of the agenda.

#### **5.4 Council Endorsement of Proclamation Requests**

Proclamations shall only be considered at Regular Council Meetings.

Following consideration of a Proclamation Request by Council, the Clerk or their designate will advise the organization/person who submitted the Proclamation Request Form in writing of the outcome of Council's consideration. Proclamations that have been endorsed by Council will be noted on the "News" section of the Township's website and on the Municipal Facebook page. Items such as decals, signs, banners, brochures, or similar items that accompany a proclamation request will not be displayed at Municipal facilities unless, at the sole discretion of the Clerk, it is determined that they provide information of significant value to residents of the Township.

### **6. ENFORCEMENT**

All employees, contractors, volunteers, and visitors are expected to comply with this Flag and Proclamation Policy. Failure to comply with this policy may result in disciplinary action, up to and including termination of employment or contract.

### **7. POLICY REVIEW**

This Flag and Proclamation Policy shall be reviewed annually by the Clerk's Office to ensure its ongoing effectiveness and compliance with any changes in laws, regulations, or organizational requirements. Any proposed changes to this policy shall be submitted to Council for review and approval.

**APPENDIX A****Proclamation Request Form**

Please complete and submit the completed Proclamation Request Form to  
 clerk@ryersontownship.ca or by mail/drop-off at 28 Midlothian Road | Burk's Falls ON P0A  
 1C0

Organization Name:	
Contact Name	
Address	
Phone	Email
Proclamation Requested:	
Date of Proclamation:	
Purpose of Proclamation:	
<input type="checkbox"/> Civic Proclamation <input type="checkbox"/> Charitable Fundraising Campaign <input type="checkbox"/> Special Honour of Individual or Organization <input type="checkbox"/> Public Awareness Campaign <input type="checkbox"/> Arts and Cultural Celebration <input type="checkbox"/> Other:	
Description of Organization (attached additional documentation if needed):	



Has the same/similar proclamation been requested to the Township in the past?	
<input type="checkbox"/> Yes (provided date of previous request)	<input type="checkbox"/> No (new request)
As part of the proclamation, will there be any special initiatives or events planned in the Township? If so, please describe:	
Do you have a draft wording for the proclamation?	
<input type="checkbox"/> Yes, attached <input type="checkbox"/> No	
Signature	Date

The personal information on this form is collected under the authority of the Municipal Act. The information is used for the purpose of processing this form. Questions about this collection of information can be made to the Clerk at (705) 724-2813.



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
Phone: 705-571-3308  
Email: [info@burksfallsdistricthistoricalsociety.com](mailto:info@burksfallsdistricthistoricalsociety.com)  
[www.burksfallsdistricthistoricalsociety.com](http://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, February 17, 2025**

Members Present: Diane Brandt – President  
Krista Trulsen – Vice-President  
Jenny Hall - Treasurer  
Charlene Watt – Secretary / Deputy Treasurer  
Peter Hall  
Kirk Du Guid  
Barry Burton

The Members present constituted a quorum.

#### **Call to Order:**

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

#### **Welcome:**

Diane welcomed Members. Regrets from Nieves Guijarro.

#### **Approval & Amendments of the Minutes of the Last Meeting:**

Acceptance of minutes as amended and adoption of the January 20, 2025 Meeting Minutes as circulated: **Moved by Jenny Hall, Seconded by Kirk Du Guid. Carried**

#### **Treasurer's Report:**

Treasurer's / Financial Report presented by Jenny Hall. Main bank account balance was \$12,548.14 on January 31, 2025. Expenses in January and February included \$1,243.00 to the Almaguin Highlands Chamber of Commerce for the full-page advertisement in the 2025 Chamber magazine, \$59.83 for telephone and internet and \$264.25 to Diane Brandt for the purchase of a door mat, chair mat, photo pages and easels. There were no deposits in January. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Barry Burton, Seconded by Krista Trulsen. Carried**



P.O. Box 463, Burk's Falls, Ontario P0A 1C0  
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Heritage Centres  
Watt Century Farm House  
827 Chetwynd Road  
Armour Township  
  
Wiseman's Corner Schoolhouse  
112 Midlothian Road  
Ryerson Township

### **Committee Reports:**

#### **Wiseman's Corner Schoolhouse Update:**

No update. Heritage Centre closed for the season.

#### **Watt Farm House Update:**

No update. Heritage Centre closed for the season.

#### **Membership Renewals:**

Barry Burton renewed his membership during the meeting. Members discussed the reestablishment of monthly membership reporting. **Motion to appoint Peter Hall to be the Director of Membership: Moved by Barry Burton, Seconded by Krista Trulsen. Carried**

### **Correspondence:**

Jenny Hall circulated to Members the Ontario Historical Society's (OHS) news bulletin.

### **General Business:**

#### **Heritage Festival 2025:**

Members were advised that permission to use the fairgrounds has been received from both the Agricultural Society and the Village of Burk's Falls. Event organization has begun. Krista brought forward an idea to offer a mechanical horse-riding attractions. Krista will investigate and report back to Members. Members requested that Krista provide proof of insurance along with third party coverage naming the property owners and event organizers.

#### **Chamber of Commerce – Annual Advertisement:**

Members discussed advertising in the Chamber of Commerce's Community Guide for 2025. An early bird discount is being offered if payment is made before March 15, 2025. The price of the advertisement before March 15 is \$1,100.00 + HST. Members agreed to having a full-page coloured advertisement promoting the Heritage Centres and Heritage Festival. Diane will create the advertisement and requested that Danika Hammond provide details on the Heritage Festival attractions before the submission deadline. **Motion to approve an early bird full-page advertisement in the 2025 Chamber of Commerce Community Guide at a cost of \$1,100 + HST: Moved by Peter Hall, Seconded by Barry Burton. Carried**

#### **Audit of the Books:**

Diane Brandt advised Members that auditors are needed for the review of the fiscal year end's financial statement. Barry Burton and Krista Trulsen agreed to audit the Treasurer's books.



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Ryerson Township

## **New Business:**

### **Membership Renewals and Recruitment:**

Members were reminded that Membership dues are required at the start of the next meeting. The March meeting includes the annual general meeting.

Members requested that Charlene Watt create posters to promote the Historical Society and to encourage the public to become a member.

### **Annual General Meeting and Election of Directors / Appointment of Offices:**

Members reviewed the constitution, directors' meetings and appointment of offices. Because a Municipal Representative cannot be a Director as noted in 8.1(b) of the Constitution, Charlene Watt would be impacted as the Secretary. Members discussed the wording and later noted that under clause 6.1, "The Directors may, from time to time, designate the offices of the Corporation, appoint officers on an annual or more frequent basis, specify their duties and, subject to the Act, delegate to such officers the power to manage the affairs of the Corporation. A Director may be appointed to any office of the Corporation. An officer may, but need not be, a Director, unless this By-law otherwise provides. Two or more offices may be held by the same individual." No changes are required to the constitution to allow for a Municipal Member to be appointed as an officer.

### **Young Canada Works:**

Diane Brandt advised Members that the annual application for summer student funding to Young Canada Works has been submitted.

### **Insurance:**

Jenny Hall informed Members that she has reached out to Mike Quinton to take the lead regarding the changes that could impact our insurance. A statement is to be issued to advise that the updated By-law conforms to the Ontario Not for Profit Act, and we will be electing a new slate of Directors at our AGM in March 2025. The basic purpose and operation of the organization has not changed.

### **Zoom Meeting Option:**

Charlene Watt offered to create a Zoom link for the next meeting to allow for increased participation. We have members that live out of the area and due to the unpredictable weather, it will allow Members an option to attend.



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**Adjournment:**

The next meeting is the **ANNUAL GENERAL MEETING** and will be held on Monday, March 17, 2025 at Fell Homes. There being no further business, **Krista Trulsen moved to adjourn the meeting at 7:59 p.m.**

---

Recorded by  
Charlene Watt, Secretary/Deputy-Treasurer

---

Approved by  
Diane Brandt, President



## **Join Us for Port Carmen Marina's 2025 Summer Kick-Off!**

**Date:** June 28, 2025

**Time:** 10 AM - 3 PM

**Location:** Port Carmen Marina, 3077 ON 520, Burk's Falls,  
ON P0A 1C0

Get ready to dive into the summer spirit with us! Port Carmen Marina invites you to our exciting Summer Kick-Off event.

Explore an array of local vendors showcasing their unique products and services. From artisanal crafts to delicious treats to sensational services to dependable products, there's something for everyone.

Don't miss out on the fun, sun, and fantastic community vibes. Bring your family and friends, and let's make this summer unforgettable!

**Mark your calendars and see you there!**



# **Chief Administrative Officer's Report**

**February 2024**

## **Mission Statement**

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

## **NOSDA Chair's Meeting**

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

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

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

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

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

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

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

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





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

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



**Michael Parsa** ✓  
@MichaelParsa

Follow

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

Thank you for sharing your insights.

#ROMA2024



## Town of Parry Sound Official Plan Visioning Session

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

## Ontario Health Team

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



## Facebook Pages

A friendly reminder to follow our Facebook pages!



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

**Social Media**Facebook Stats

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

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

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

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

### NEW! Instagram - Esprit Place Family Resource Centre

<https://www.instagram.com/espritplace/>

**NOV  
2023**      **DEC  
2023**

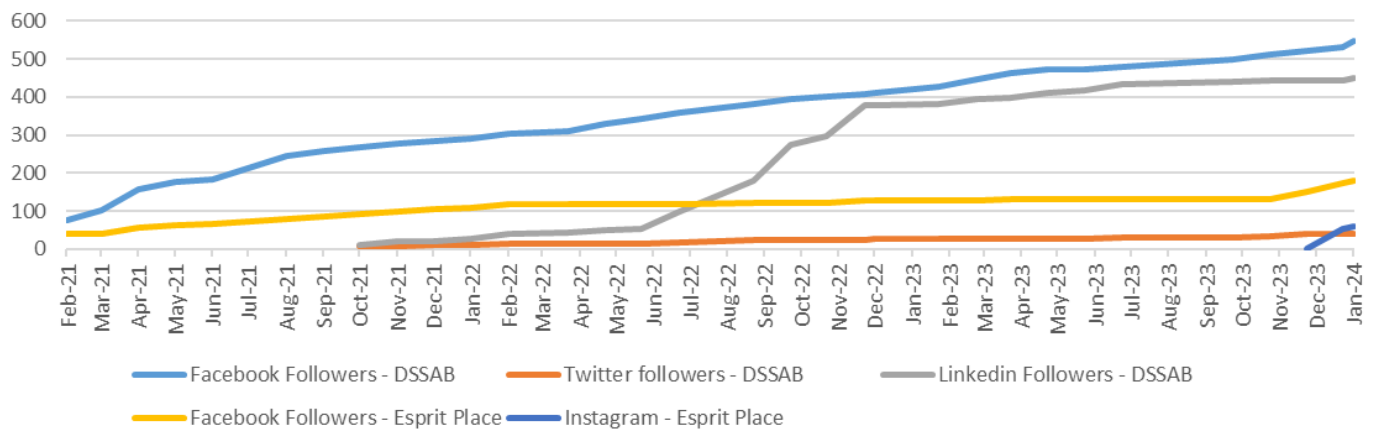
**Total Followers**

0      55

**# of posts**

0      18

Social Media Follower - Trends



## Licensed Child Care Programs

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

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

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

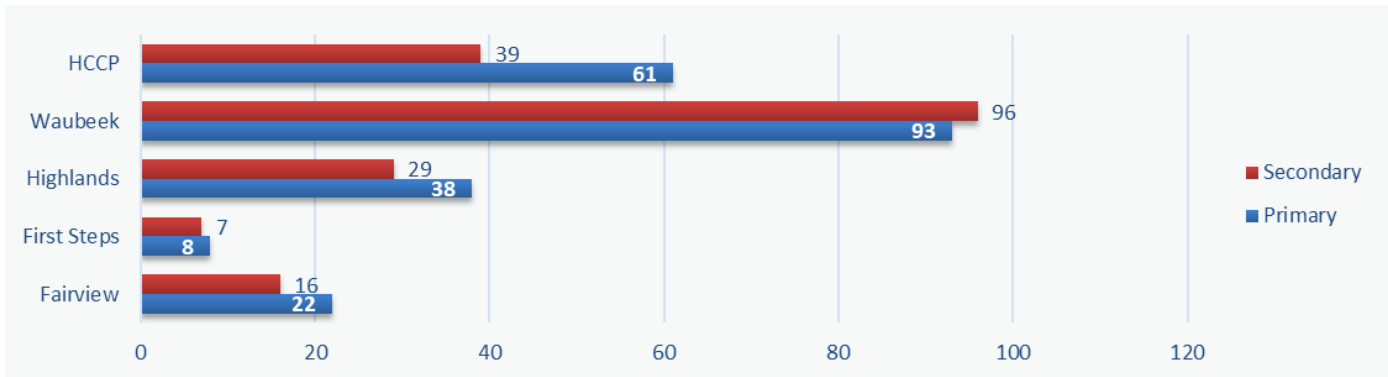
## School Age Programs

### December 2023

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



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



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

### Inclusion Support Services December 2023

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

### EarlyON Child and Family Programs December 2023

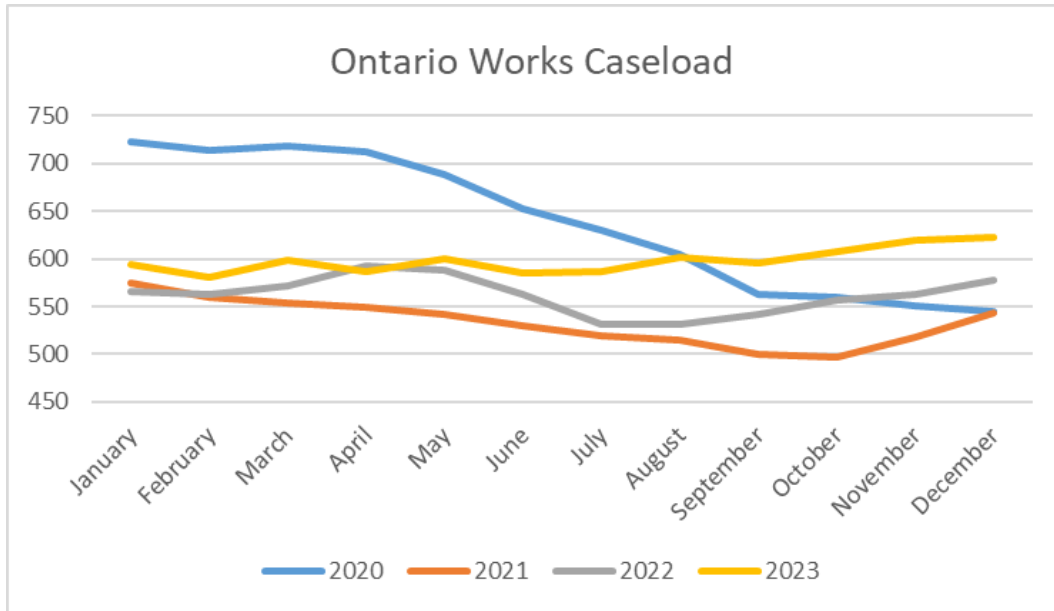
Activity	December	YTD
Number of Children Attending	711	18,866
Number of New Children Attending	25	601
Number of Adults Attending	523	6,893
Number of Virtual Programming Events	3	52
Number of Engagements through Social Media	146	7,181
Number of Views through Social Media	4,323	104,035

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

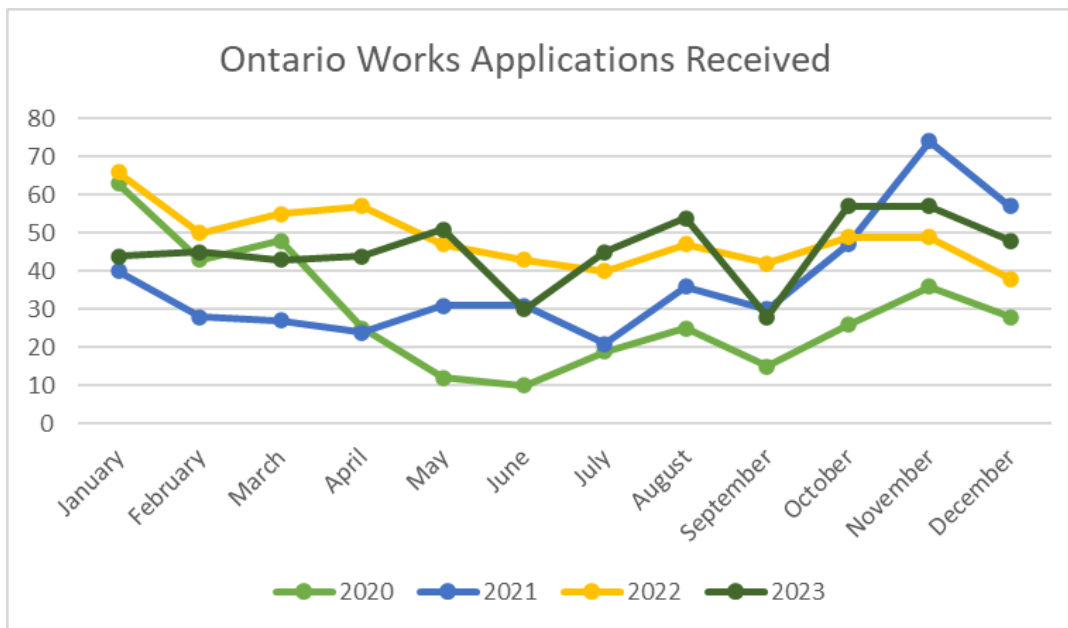
### Funding Sources for District Wide Childcare Spaces December 2023

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

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

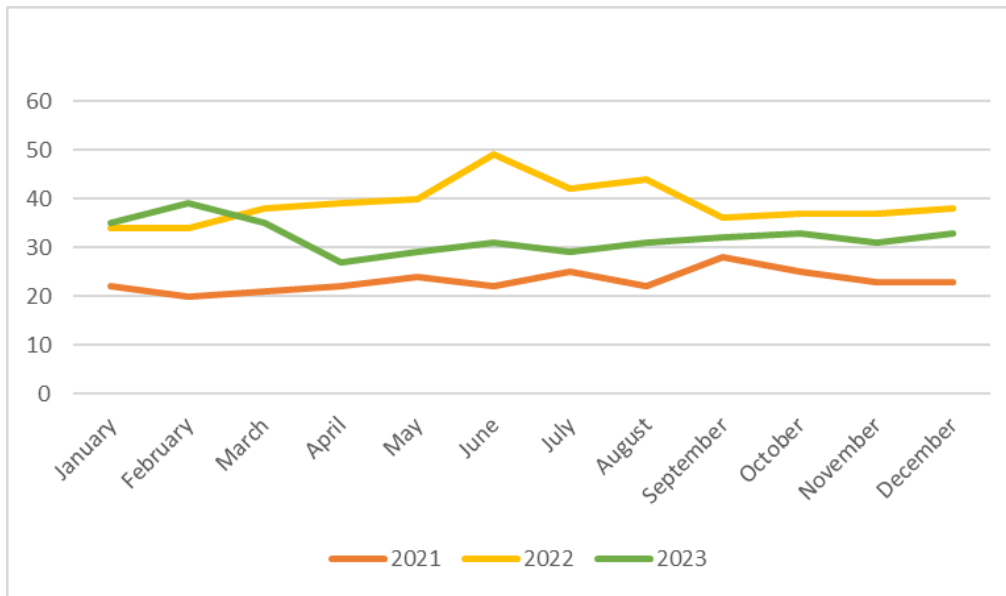


**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office  
Ontario Works Applications Received**



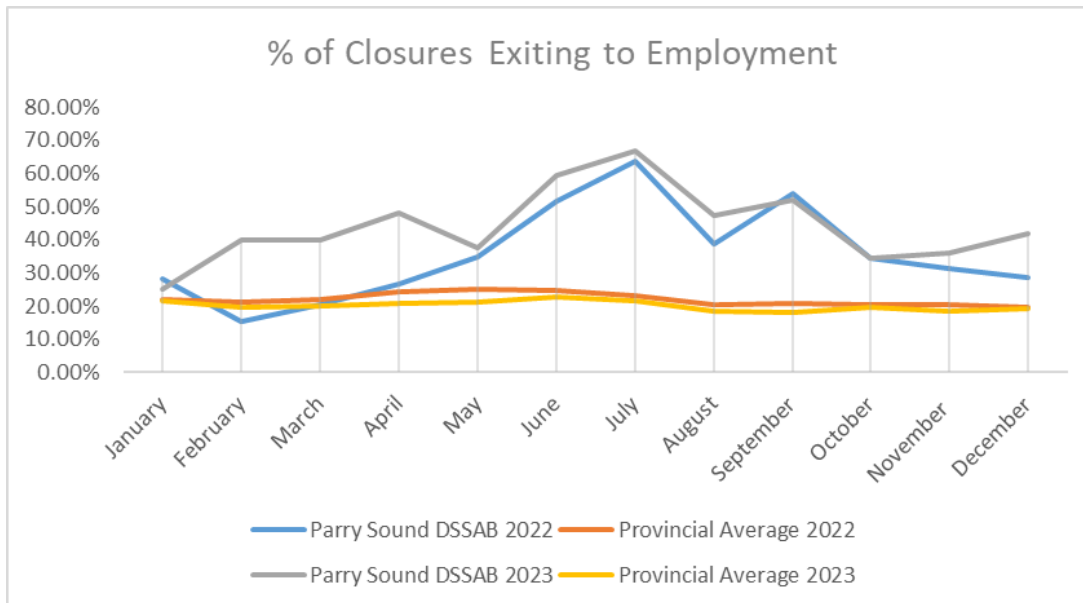


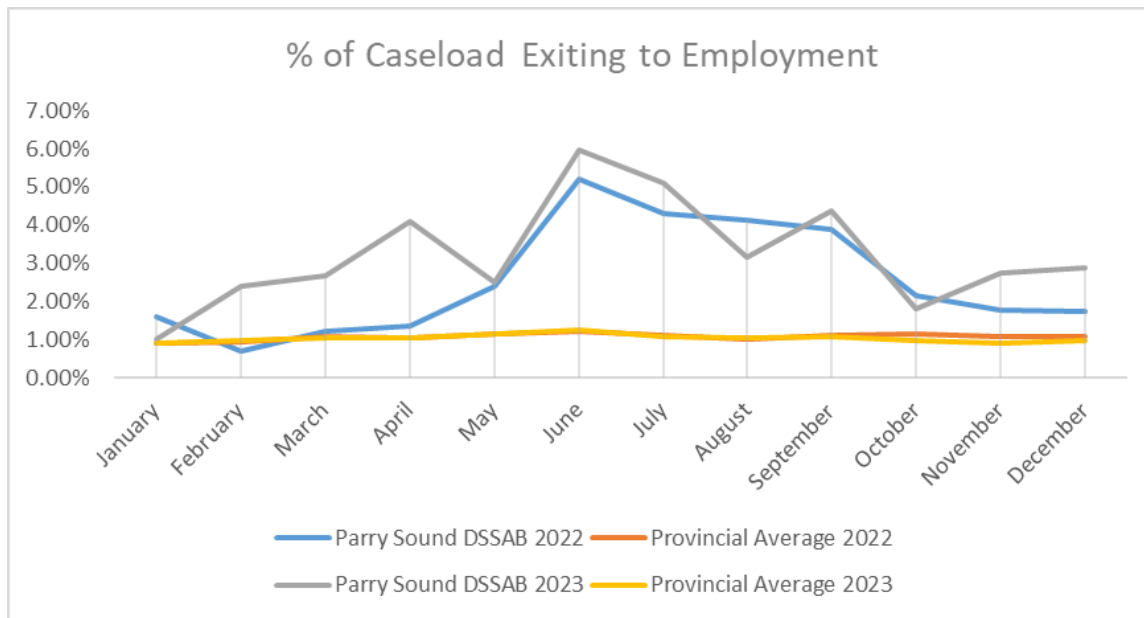
### ODSP Participants in Ontario Works Employment Assistance



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

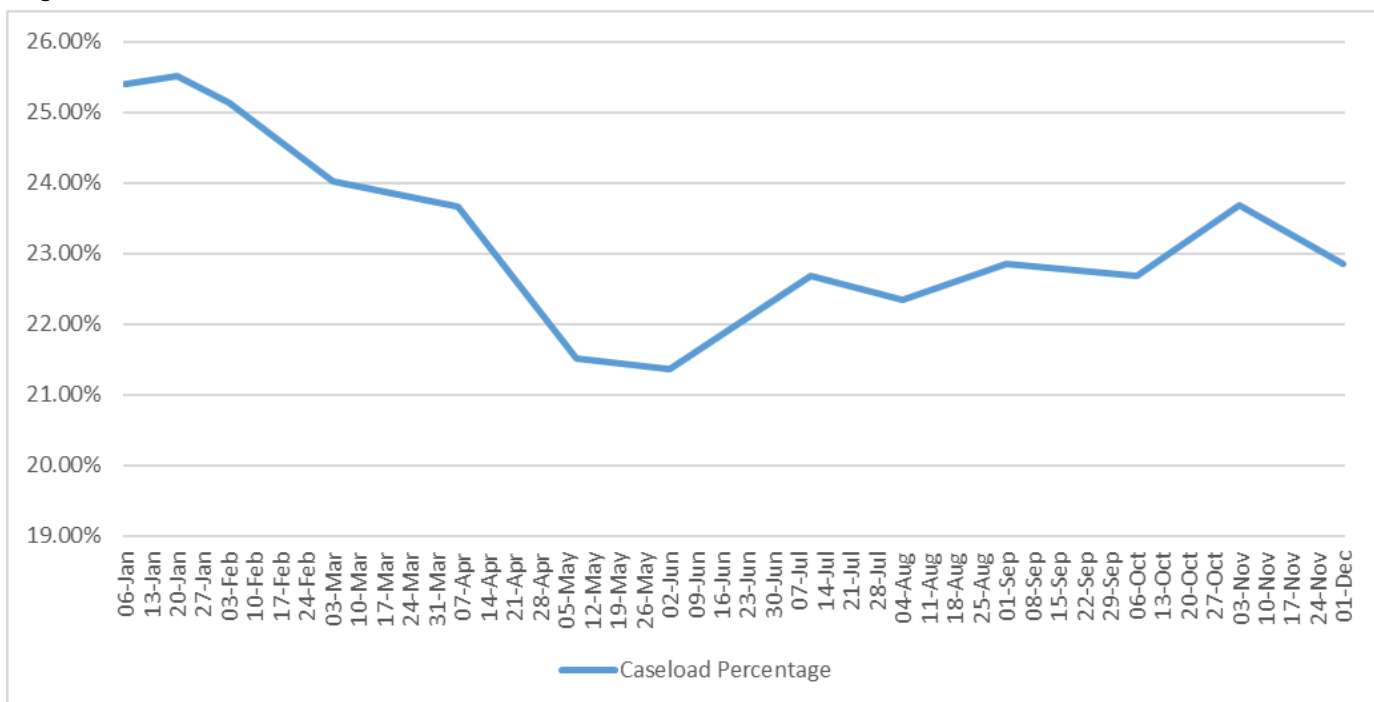
### Employment Assistance & Performance Outcomes



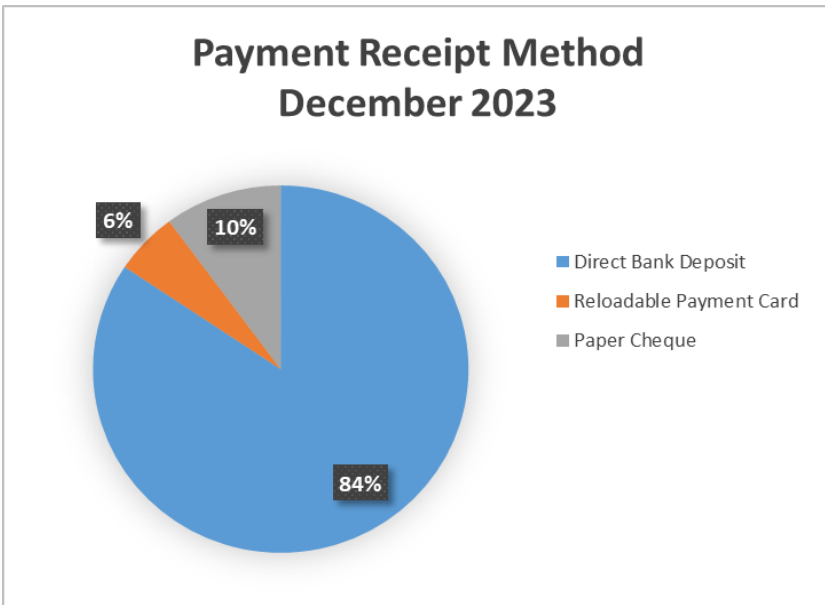


Our Employment Outcomes performance in December have exceeded last years performance and continues to be well above the provincial average and our target range. These are great results considering the early start to the winter in our area and the declining job postings according to the Labour Market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

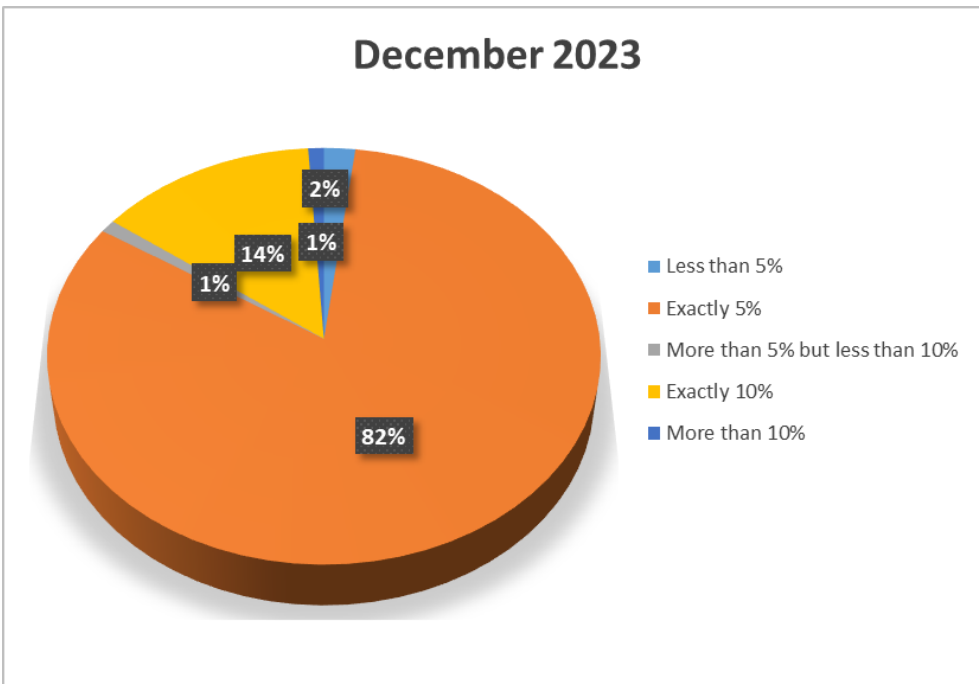
### MyBenefits Enrollment 2023



## DBD Enrollment



## Overpayment Recovery Rate





West Parry Sound Health Centre  
Rural Nurse Practitioner-Led Clinic



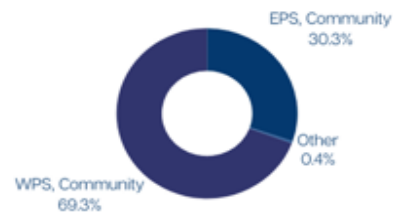
#### Referral Source



#### Client Gender



#### Location of Encounter



#### Referral Out

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

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

## Housing Stability Program - Community Relations Workers

### Support

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

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

### Intense Case Management

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

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

### Contact/Referrals

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

### Short Term Housing Allowance

	Active	YTD
December 2023	4	44

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

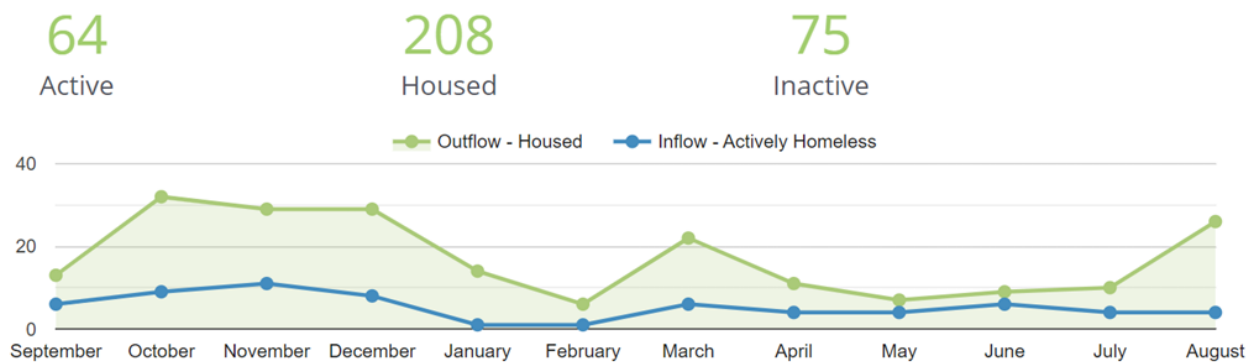
December 2023 Income Source	Total	HPP
Senior	4	\$1,682.21
ODSP	10	\$3,423.52
Ontario Works	3	\$3,276.62
Low Income	4	\$2,125.61

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

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

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

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

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

**Housing Programs****Social Housing Centralized Waitlist Report  
December 2023**

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

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

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

SPP = Special Priority Applicant

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

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

### Activity for Tenant and Maintenance Services

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



## Property Maintenance December 2023

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

## Capital Projects December 2023

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

### Duplex Project Update

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

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

## Esprit Place Family Resource Centre

### December 2023

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

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

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



# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** February 25, 2025

**Motion #** 55

That the Council of the Township of Armour approves the 2025 Armour Ryerson Burk's Falls Memorial Arena budget, in the net amount of \$488,615, with the Township of Armour's share being \$162,872.

<b>Moved by:</b>	Blakelock, Rod	<input type="checkbox"/>	<b>Seconded by:</b>	Blakelock, Rod	<input type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input checked="" type="checkbox"/>
	Haggart-Davis,	<input checked="" type="checkbox"/>		Haggart-Davis,	<input type="checkbox"/>
	Dorothy			Dorothy	
	Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated *R*

**Declaration of Pecuniary Interest by:** \_\_\_\_\_

**Recorded vote requested by:** \_\_\_\_\_

<u>Recorded Vote:</u>	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>



# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** February 25, 2025

**Motion #** 54

That the Council of the Township of Armour approves the 2025 Burk's Falls and District Fire Department budget, in the net amount of \$542,522, with the Township of Armour's share being \$259,543.

<b>Moved by:</b>	Blakelock, Rod	<input type="checkbox"/>	<b>Seconded by:</b>	Blakelock, Rod	<input type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input checked="" type="checkbox"/>
	Haggart-Davis, Dorothy	<input type="checkbox"/>		Haggart-Davis, Dorothy	<input type="checkbox"/>
	Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input checked="" type="checkbox"/>		Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated

*R*

**Declaration of Pecuniary Interest by:**

**Recorded vote requested by:**

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

Opposed

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# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** February 25, 2025

**Motion #** 56

That the Council of the Township of Armour approves the 2025 TRI R Waste Management budget, in the net amount of \$317,500, with the Township of Armour's share being \$152,906.

<b>Moved by:</b>	Blakelock, Rod	<input type="checkbox"/>	<b>Seconded by:</b>	Blakelock, Rod	<input type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input type="checkbox"/>
	Haggart-Davis,	<input checked="" type="checkbox"/>		Haggart-Davis,	<input type="checkbox"/>
	Dorothy			Dorothy	
	Ward, Rod	<input type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input checked="" type="checkbox"/>

Carried / Defeated 2

**Declaration of Pecuniary Interest by:** \_\_\_\_\_

**Recorded vote requested by:** \_\_\_\_\_

<u>Recorded Vote:</u>	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>



# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** February 25, 2025

**Motion #** 57

That the Council of the Township of Armour approves the 2025 Burk's Falls Armour & Ryerson Union Library budget, in the net amount of \$188,150, with the Township of Armour's share being \$70,763.

**Moved by:**

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input checked="" type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

**Seconded by:**

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input checked="" type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated 2

**Declaration of Pecuniary Interest by:** \_\_\_\_\_

**Recorded vote requested by:** \_\_\_\_\_

Recorded Vote:

Blakelock, Rod

For

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Opposed

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Brandt, Jerry

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Haggart-Davis, Dorothy

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Ward, Rod

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Whitwell, Wendy

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# CORPORATION OF THE TOWNSHIP OF ARMOUR

## RESOLUTION

**Date:** February 25, 2025

**Motion #** 58

That the Council of the Township of Armour commits to cover the share of the Burk's Falls Armour & Ryerson Union Library's annual operational budget costs for 2026, based on their normal calculations, even if the Township of Armour is not part of the Union Library agreement. Furthermore, for future years beyond 2026, the Council of the Township of Armour will review and approve budget funding amounts on an annual basis, *limited to cost of living increases on an annual basis.*

**Moved by:**

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input checked="" type="checkbox"/>
Haggart-Davis, Dorothy	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

**Seconded by:**

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>
Haggart-Davis, Dorothy	<input checked="" type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

**Carried / Defeated** Carried

**Declaration of Pecuniary Interest by:** \_\_\_\_\_

**Recorded vote requested by:** \_\_\_\_\_

Recorded Vote:

Blakelock, Rod
Brandt, Jerry
Haggart-Davis, Dorothy
Ward, Rod
Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



**From:** Jon Morton <[jon@greystoneconstruction.ca](mailto:jon@greystoneconstruction.ca)>  
**Sent:** February 24, 2025 6:09 PM  
**To:** Mayor Rod Ward <[rward@armourtownship.ca](mailto:rward@armourtownship.ca)>; Charlene Watt (Deputy Clerk) <[deputyclerk@armourtownship.ca](mailto:deputyclerk@armourtownship.ca)>; Kelvin Hung <[kelvinhung@soilengineersltd.com](mailto:kelvinhung@soilengineersltd.com)>; Armour Township Clerk <[clerk@armourtownship.ca](mailto:clerk@armourtownship.ca)>  
**Cc:** Falko Thoennes <[falko@greystoneconstruction.ca](mailto:falko@greystoneconstruction.ca)>; Bernard Lee <[bernardlee@soilengineersltd.com](mailto:bernardlee@soilengineersltd.com)>; Dave Gray, Ec.D. <[director@explorealmaguin.ca](mailto:director@explorealmaguin.ca)>; Stefan Knaus <[stefan@greystoneconstruction.ca](mailto:stefan@greystoneconstruction.ca)>; Shelby Robertson <[shelby@greystoneconstruction.ca](mailto:shelby@greystoneconstruction.ca)>  
**Subject:** RE: Burks Falls Library - Geotech Report

Good afternoon Rod,

Based on the provided geotechnical report, we have reviewed and analyzed the three recommended approaches to foundations for the proposed site and have summarized our findings below.

- Option 1: Controlled Modulus Columns
  - o ROM Budget:
    - \$320,000 + HST
- Option 2: Helical Piles
  - o ROM Budget:
    - \$290,000 + HST
- Option 3: Engineered Fill w. Traditional Foundation
  - o ROM Budget:
    - \$300,000 + HST

Please note that the budget analysis provided above is preliminary and should only be used as a relative analysis to compare the options in relation to each other and in the context of this site. This analysis should only be used for discussion purposes and does not include any representations regarding OBC, engineered designs, or commitments related to the local planning authority.

Please keep in mind that helical piles and CMC foundations present risks if being placed in close proximity to existing underground infrastructure as these approaches could directly damage utilities underground. Traditional foundations should also not be placed above underground infrastructure so as to avoid any impact to these underground utilities.

In terms of the three options, Helical Piles and Eng. Fill with Traditional Foundations are the most common approach in this region. Furthermore, Eng. Fill with Traditional Foundations would present the most cost certainty of the three options. Helical Piles can be more challenging to predict as costs are based on the installed depth per pile, which depends on subsurface soil conditions, and thus can vary.

No winter work is considered in the above budgets presented, and it is recommended that appropriate contingencies be carried for this work due to the preliminary nature of this budget.

If you have any questions, please let me know. Feel free to call if needed (705-788-5911), I am available to chat.

Jon

**JOINT BUILDING COMMITTEE  
ANNUAL PERMIT SUMMARY  
2025**

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	7	\$12,586.00	\$791,900.00	526
February	5	\$19,070.00	\$1,238,000.00	1552
March	0	\$0.00	\$0.00	0
April	0	\$0.00	\$0.00	0
May	0	\$0.00	\$0.00	0
June	0	\$0.00	\$0.00	0
July	0	\$0.00	\$0.00	0
August	0	\$0.00	\$0.00	0
September	0	\$0.00	\$0.00	0
October	0	\$0.00	\$0.00	0
November	0	\$0.00	\$0.00	0
December	0	\$0.00	\$0.00	0
<b>TOTALS</b>	12	\$31,656.00	\$2,029,900.00	<b>New Construction</b> 2078
				<b>Demolitions</b> 0

**JOINT BUILDING COMMITTEE  
ANNUAL PERMIT SUMMARY  
2025**

Month	No. of Permits	Permit Fees	Project Values	SFD'S, Seasonal Dwellings and Multi-Unit Dwellings	
				<u>2024</u>	<u>2025</u>
Burks Falls	0	\$0.00	\$0.00	0	0
Joly	0	\$0.00	\$0.00	0	0
South River	3	\$10,470.00	\$678,000.00	0	1
Machar	2	\$4,241.00	\$269,400.00	0	1
Strong	4	\$7,495.00	\$472,500.00	0	0
Ryerson	2	\$8,900.00	\$580,000.00	0	1
Sundridge	1	\$550.00	\$30,000.00	1	0
<b>TOTALS</b>	12	\$31,656.00	\$2,029,900.00		3
<b>Permit activity at end of February 28, 2025</b>					
<b>TOTALS</b>	13	\$46,460.00	\$2,828,000.00	4	
<b>Permit activity at end of February 28, 2024</b>					
<b>TOTALS</b>	-1	\$14,804.00	\$798,100.00		-1
<b>Difference from previous year</b>					