

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR MEETING AGENDA

May 27, 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

Meeting will be recorded.

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

Note: (R) denotes resolution

1. CALL TO ORDER:

1.1 Attendance:

1.2 Announcement: This meeting is being recorded

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

2. ADOPTION OF MINUTES:

2.1 Adoption of minutes from the regular meeting on May 13, 2025 **(R)**.

3. DECLARATION OF PECUNIARY INTEREST:

4. REPORTS:

4.1 **CLERK:** Consent B-017-25 Van Bergh & Consent B-018-25 662920 Ontario Inc.**(R)**.

COUNCIL MEMBERS:

5. BUSINESS ARISING:

5.1 Follow-up on Tri-Council meeting.

6. COMMUNICATION ITEMS:

General Information:

- 6.1 Historical Society May meeting minutes.
- 6.2 Ontario Provincial Police organizational realignment notice.
- 6.3 Almaguin Community Economic Development April meeting minutes.
- 6.4 Almaguin Community Economic Development draft agreement.
- 6.5 Director of Economic Development Report.
- 6.6 Almaguin Community Economic Development – Municipal Tax Dollars.
- 6.7 Almaguin Community Transportation Committee draft progress summary.
- 6.8 Almaguin Community Bus Committee March meeting minutes.
- 6.9 Parry Sound Provincial Offences Act Q1 Court Managers report.

7. CLOSED:

7.1 Be it resolved that we move to a closed meeting pursuant to the Municipal Act 2001, c.25 Section 239 (2) (b) to discuss personal matters about and identifiable individual, including municipal employees. The general nature of the closed meeting is to discuss By-law.

And; pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (k) to discuss a position, plan, procedure, criteria, or instructions to be applied to negotiations. The general nature of the closed meeting is to discuss negotiations for shared services. **(R)**

8. CONFIRMING BY-LAW:

8.1 To confirm the meetings of Council **(R)**.

9. IMPORTANT DATES:

- May 24, 2025 Hazmat Day
- May 26, 2025 Tri-council meeting 7:00p.m.
- June 21, 2025 Community Yard Sale
- June 24, 2025 Regular Council Meeting at 6:00 p.m.

10. ADJOURNMENT: **(R)**

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: May 27, 2025 AT 6:00 P.M.

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

Be it resolved that Ryerson Township Council adopt the May 27, 2025 agenda as circulated.

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

Be it resolved that the minutes from the regular meeting on May 13, 2025 be adopted as circulated.

Item # 4.1 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council approves Consent Applications

B-017/25 and Consent B-018/25, Concession 13, Part Lot 22, 81A and 105 Wind Rose Lane in Ryerson Township to provide an easement, right of way access in favour of lands located at 81D Wind Rose Lane. The following conditions will apply:

- The Township requires one copy of the draft reference plan, and two copies of the Final Reference Plan and one digital copy of the Final Reference Plan.
- That the Townships Consent Administrative Fee and Deposit be paid by the Applicant before finalization of the Consent is given.
- The Township requires that for any proposed entrance: the Public Works Supervisor will be contacted to inspect the location to determine that a safe location for an entrance can be found. The Planning Board will be advised in writing that this condition has been met before finalization of the consent is given.

Item # 7.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that we move to a closed meeting at _____ pursuant to the Municipal Act 2001, c.25 Section 239 (2) (b) to discuss personal matters about and identifiable individual, including municipal employees. The general nature of the closed meeting is to discuss By-law.

And; pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (k) to discuss a position, plan, procedure, criteria, or instructions to be applied to negotiations. The general nature of the closed meeting is to discuss negotiations for shared services.

Item # 8.1 on Agenda Moved by Councillor Robertson, 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 27th day of May 2024.

Item # 10 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that we do now adjourn at _____. The next regular meeting is June 24, 2025 at 6:00 p.m.

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

May 13, 2025 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **May 13, 2025** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

1. CALL TO ORDER

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

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

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

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

Public attending in person or electronically: Nieves Guijarro, Richard Taylor, Judy Colley, Candy Thistlewalte, Crystal Geraghty and Jim Lefrancois.

Notice of this meeting was posted on the website.

2. ADOPTION OF AGENDA

R- 73 - 25 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the May 13, 2025 agenda as circulated.

(Carried)

3. ADOPTION OF MINUTES

R- 74 - 25 Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that the minutes from the special meetings and the regular meeting on April 22, 2025, be adopted as circulated.

(Carried)

4. DECLARATION OF PECUNIARY INTEREST: None noted.

5. DELEGATION:

Richard Taylor attended the council meeting to speak with council regarding the trailer by-law.

6. REPORTS:

BY-LAW: By-law provided council with a report, questions were asked and answered.

CLERK: Nancy provided council with a donation request from the Women's Own Resources and a proclamation report. A proclamation request from the Almaguin Pride Network was received. Resolution noted below.

R- 75 - 25 Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council donate \$ 372.50 to the Women's Own Resources Center in 2025.

(Carried)

R- 76 - 25 Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council support the proclamation request from the Almaguin Pride Network;

And further that, Ryerson commits to posting the provided proclamation on the Ryerson Township website and Facebook page for the Month of June.

(Carried)

COUNCIL REPORTS:

Councillor Abbott provided an updated report regarding Hazmat day. Councillor Patterson and Councillor Miller will volunteer for the event.

Councillor Abbott provided a report for the library board.

7. COMMUNICATION ITEMS

The heritage festival has asked council if there was anyone interested in volunteering for the dunk-a-politician. Councillor Robertson has volunteered for the event.

General Information Items Received:

- Council received the Almaguin Economic Development March meeting minutes.
- Council received the Almaguin Economic Development 2025 signage project summary.
- Council received the Director of Economic Development April report.
- Council received the Rural and Northern Immigration Pilot final report.
- Council received the Rural and Northern Immigration Priority Sectors.
- Council received the Historical Society April meeting minutes.
- Council received the Municipality of Magnetawan's resolution for the EMS appointment.
- Council received the Township of Armour's resolution for the EMS appointment.
- Council received the Joint Building Committees permit summary for April 2025.
- Council received the May meeting minutes for the Almaguin Highlands Health Centre.
- Council received notice of the Muskoka Almaguin Ontario Health Team name change.
- Council received the April 16, 2025 meeting minutes for the Tri-Council sub-committee.
- Council received the notice of the new MRI machine for the Muskoka Algonquin Healthcare.
- Council received the Southeast Parry Sound District Planning Board 2024 financial statements.
- Council received the Southeast Parry Sound District Planning Board 2025 proposed planning fees.
- Council received the Almaguin Community Transportation Committee progress report.
- Council received the Almaguin Community Transportation Committee March meeting minutes.

8. CONFIRMING BY-LAW

R- 77 -25 Moved by Councillor Robertson, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # 17-25, being a By-law to confirm the meetings of Council and further; That By-Law # 17-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 13th day of May 2025.

(Carried)

9. ADJOURNMENT:


R- 78 -24 Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that we do now adjourn at 6:58 p.m. The next regular meeting is scheduled for May 27, 2025, at 6:00 p.m.

(Carried)

MAYOR

CLERK

	Staff Report
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	May 27, 2025
Report Title:	Consents B-017/25 and B-018/25
Report Date:	May 21, 2025

Recommendation:

Be it resolved that Ryerson Township Council approves Consent Applications B-017/25 and Consent B-018/25, Concession 13, Part Lot 22, 81A and 105 Wind Rose Lane in Ryerson Township to provide a permanent easement of right-of-way access in favour of lands located at 81D Wind Rose Lane, with conditions.

Purpose/Background:

The agent for both of the consent applications, Michael Staresinic and his family have sold their cottage in Carling Township after 40 years and have purchased a new property at 81D Wind Rose Lane. They plan to sever the land to create three equal building properties for the next generation of the family to enjoy. They have conducted extensive due diligence, including securing temporary access agreement and planning for the new right of way accesses. Now with these applications for consent they wish to convert the temporary agreements into permanent rights of way and construct a new laneway if necessary. The family intends to build cottages on the three new lots pending the necessary consents and approvals. These consents are the first step in achieving their goal.

May 13, 2025

Planning Review – VanBergh – Consent – B-017/25

Southeast Parry Sound District Planning Board

Application

Application for one consent has been made to the Planning Board for a right of way.

Location

The subject lands are in Part Lot 22, Concession 13, in the Township of Ryerson being Lot 1 PlanM483, Part 1, 42R-9246 and Part 10, 42R-8549. The lands are generally located between Lake Cecebe, to the north, and Starrett Road to the south as shown on the key plan on the notice of application. It is municipally known as 105 Wind Rose Lane.

Background

Application to legitimize existing access to 81D Wind Rose Lane was received and assigned Planning Board file number B-017/25.

The proposed severed lot (right of way) will consist of about 10m (32.81 feet) frontage on Starrett Road and about 100 sq. m. (1,076 sq. ft.) of lot area. It is presently vacant.

The proposed retained lot will consist of about 93m (305.12 feet) frontage on Lake Cecebe and about 1.97ha (4.87 acres) of lot area. It presently has a cottage and outbuildings on it.

Northern Ontario Growth Plan

No concerns.

Provincial Policy Statement (PPS) 2020

The subject lands are identified as Shoreline. The proposal is to create a very small right of way to legitimize existing access.

I have reviewed the 2024 PPS and find that this proposal is consistent.

Township Official Plan

The subject lands are designated Shoreline.

The proposal does not offend the official plan because this is an existing situation, there are no new lots are being created, it is only 100 sq m. in size and there is an existing agreement (21 years less a day) between the two landowners. In fact, this severance will serve to legitimize in perpetuity the use of this existing access rather than having just an agreement. Access to 81D already uses this road. Others in the area namely 81 B and C Wind Rose Lane already have an existing easement.

I have reviewed the Township of Ryerson official plan I conclude that proposal conforms.

Zoning By-Law

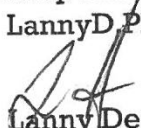
The existing zone is Limited Services Residential (LR). I have no concerns.

Recommendation

Having reviewed the Township's official plan and zoning by-law and the 2024 PPS, I recommend consent application B-017 be approved with the standard conditions for a right-of-way.

Respectfully submitted.

LannyD. Planning


Lanny Dennis, President
MCIP, RPP

B-017/25

Application for Consent Under Section 53 of the Planning Act

Note to Applicants: This application form is to be used if the **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD** is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

Completeness of the Application

The information in this form that **MUST** be provided by the applicant is indicated by **black arrows** on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 197/96 made under the *Planning Act*. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

- One application form is required for each parcel to be severed.
- The application fee.
- 1 original copy of the completed application form and sketch. Measurements are to be in metric units.

For Help

For more information on the *Planning Act*, the consent process, Provincial and local policies, please contact the Secretary/Treasurer of the Southeast Parry Sound District Planning Board at (705) 787-5070.

1. Applicant Information

▶ 1.1 Name of Owner(s). An Owner's authorization is required in Section 11.1, if the applicant is not the owner.

Name of Owner(s) James Van Bergh and Agnieszka Monika Van Bergh	Home Telephone No. 647.457.6667	Business Telephone No.
Address 45 Corwin Crescent, Toronto, ON	Postal Code M3H 1Z9	Fax No.

▶ 1.2 Name of the person who is to be contacted about the application. If different than the owner. (This may be a person or firm acting on behalf of the owner.)

Name of Contact Person/Agent Michael Staresinic	Home Telephone No. 905.536.4288	Business Telephone No.
Address 637 Sandcherry Drive, Burlington, ON	Postal Code L7T 4L9	Fax No.

2. Location of the Subject Land (Complete applicable boxes in 2.1)

▶ 2.1 District Parry Sound		Municipality/Unorganized Township Ryerson	Former Township
Concession Number(s) 13	Lot Number(s) Part Lot 22	Registered Plan No. (Subd.) M483	Lot(s)/Block(s) Lot 1
Reference Plan No. 42R9246 42R8549	Part Number(s) Part 1 on Plan 42R9246 Part 10 on Plan 42R8549	Parcel No. Parcel 20248 Section SS; Lot 1 on Plan M483	Name of Street/Road Wind Rose Lane
Street No. 105	Section or Mining Location No.		

▶ 2.2 Are there any easements or restrictive covenants affecting the subject land? ☐ No ☒ Yes If Yes, describe the easement or covenant and its effect.

Existing easement / right-of-way. Part 10, Lot 22, Concession 13 on Plan 42R9246. The purpose of this application is for 81D Wind Rose Lane to obtain the necessary consent to register the existing easement/right-of-way over 105 Wind Rose Lane in perpetuity.

The owners of 105 Wind Rose Lane and 81D Wind Rose Lane have entered into an Easement Agreement for 21 years less a day with the option for 81D Wind Rose Lane to register such easement/right-of-way over 105 Wind Rose Lane in perpetuity.

3. Purpose of this Application

► 3.1 Type and purpose of proposed transaction (check appropriate box)

Creation of a new lot ☐
A charge ☐

Addition to a lot ☐
A lease ☐

A Right-of-way ☒
A correction of title ☐

An easement ☒
Other purpose ☐

► 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged.

Michael Staresinic (owner of 81D Wind Rose Lane, Katrine, Ontario)

3.3 If a lot addition, identify the lands to which the parcel will be added.

81D Wind Rose Lane, Katrine, Ontario

4. Description of Subject Land and Servicing Information (Complete each subsection.)

4.1 Description		Severed	see attached map	Retained
	Frontage (m.)	10		93
	Depth (m.)	10		305
	Area (ha. or m ²)	100m2		19,710 m2
► 4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	Residential - existing easement/right-of-way		Residential
	Proposed Use(s)	Residential - existing easement/right-of-way		Residential
► 4.3 Buildings or Structures (include date of construction, type and size of building)	Existing	None		Cottage, out buildings
	Proposed	None		None
► 4.4 Access (check appropriate space)	Provincial Highway			
	Public Road	X		X
	Name of Authority maintaining road	Ryerson Township		Ryerson Township
	Common name of road	Wind Rose Lane / Midlothian Lane		Wind Rose Lane / Midlothian Lane
	Private Road (describe in Section 4.8)			
	Right of way (describe in Section 4.8)			
	Period of Maintenance: Seasonal			
	:Year Round	X		X
	Water Access (Describe in Section 4.9)			
► 4.5 Water Supply (check appropriate space)	Publicly owned and operated piped water system			
	Name of Authority operating and maintaining services			
	Privately owned and operated communal well (Describe in Section 9.1)			
	Privately owned and operated individual well			X
	Lake or other water body			
	Other means (Describe in Section 9.1)			
► 4.6 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system			
	Name of Authority operating and maintaining service			
	Privately owned and operated communal septic system (Describe in Section 9.1)			
	Privately owned and operated individual septic tank			X
	Privy			
	Other means (Describe in section 9.1)			

4.7 Other Services (check if the service is available)	Electricity		X
	School Bussing		
	Garbage Collection		

4.8 If access to the subject land is by private road, or "right of way" as indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or year round.

N/A

4.9 If access to the subject land is by water, as indicated in section 4.4, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

N/A

5. Land Use (Maps are available at Municipal Offices for verification)

5.1 What is the existing official plan designation(s), if any, of the subject land?

Waterfront Residential

5.2 What is the zoning, if any, of the subject land? If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?

Waterfront Residential

5.3 Are any of the following uses or features on the subject land or within 600 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.

Use or feature	On the Subject Land	Within 600 metres of subject land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard	N/A	N/A
A landfill	N/A	N/A
A sewage treatment plant or waste stabilization plant	N/A	N/A
A provincially significant wetland (Class 1, 2 or 3 wetland)	N/A	N/A
A provincially significant wetland within 120 metres of the subject land	N/A	N/A
Flood plain	N/A	N/A
A rehabilitated mine site	N/A	N/A
A non-operating mine site within 1 kilometre of the subject land	N/A	N/A
An active mine site	N/A	N/A
An industrial or commercial use, and specify the use(s)	N/A	N/A
An active railway line	N/A	N/A
A municipal or federal airport	N/A	N/A

6. History of the Subject Land

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?
☒ Yes ☐ No ☐ Unknown If Yes and If Known, provide the Ministry's application file number and the decision made on the application.

Of subdivision and consent for the existing easement / right-of-way

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.
 Unknown

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?
☒ Yes ☐ No If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.

Of subdivision and consent for the existing easement / right-of-way

6.4 How was the parcel originally acquired by the owner created? ☐ Original township lot ☐ by consent ☒ by plan of subdivision
☐ other

Page 3

7. Concurrent Applications

- ▶ 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?
☐ Yes ☒ No ☐ Unknown If Yes and If Known, provide details and status of the application.
- ▶ 7.2 Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision?
☐ Yes ☒ No ☐ Unknown If Yes and If Known, specify the appropriate file number and status of the application.

8. Sketch (Use the attached Sketch Sheet) To help you prepare the sketch, refer to the attached Sample Sketch in The 'Application Guide Q & A'.

- ▶ 8.1 The application must be accompanied by a sketch showing the following:
- the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained
 - the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land
 - the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing, bridge, highway, etc.
 - the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
 - the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
 - the existing use(s) on adjacent lands
 - the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
 - if access to the subject land is by water only, the location of the piling and boat docking facilities to be used
 - the location and nature of any easement affecting the subject land

9. Other Information

- ▶ 9.1 Is there any other information that you think may be useful to the Planning Board, or other agencies in reviewing this application? If so, explain below or attach on a separate page.

The severed portion requested for consent is a current easement / right-of-way afforded to 81B and 81C Wind Rose Lane. The owners of 105 Wind Rose Lane and 81D Wind Rose Lane entered into an Easement Agreement dated June 14, 2024 allowing Staresinic access to the severed property for 21 years less a day. In addition, the Easement Agreement provides for Staresinic to apply for consent to register the easement / right-of-way in perpetuity. See existing Plan 42R-8549 attached for details of the existing easement/ROW crossing 105 Wind Rose Lane.

10. Affidavit or Sworn Declaration of Applicant(s)

▶ Affidavit or Sworn Declaration for the Information set out in this Application

I/we, Michael Staresinic of the City of Burlington
 in the Municipality of Halton make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the City of Toronto

in the region of Toronto

this 26th day of February 2025

[Signature]
 Commissioner of Oaths

[Signature]
 Applicant

 Applicant

11. Authorizations of Owner(s)

- 11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be attached to this application or the authorization set out below must be completed.

Authorization of Owner(s) for Agent to Make the Application

I/we, James Van Bergh and Agnieszka Monika Van Bergh, am/are the owner(s) of the land that is the subject of this application for a consent and I/we authorize Michael Staresinic to make this application on my/our behalf.

x JAN 19, 2025
Date

x [Signature]
Signature of Owner
x [Signature]
Signature of Owner

- 11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner(s) concerning personal information set out below.

Authorization of Owner(s) for Agent to Provide Personal Information

I/we, James Van Bergh and Agnieszka Monika Van Bergh, am/are the owner(s) of the land that is the subject of this application for a

consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize Michael Staresinic as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

x JAN 19, 2025
Date

x [Signature]
Signature of Owner
x [Signature]
Signature of Owner

12. Consent of Owner(s)

Complete the consent of the owner(s) concerning personal information set out below.

Consent of the Owner(s) to the Use and Disclosure of Personal Information

I/we, James Van Bergh and Agnieszka Monika Van Bergh, am/are the owner(s) of the land that is the subject of this consent application and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

x JAN 19, 2025
Date

x [Signature]
Signature of Owner
x [Signature]
Signature of Owner

Applicants must complete the following check list to ensure that all necessary information is provided (check appropriate box):

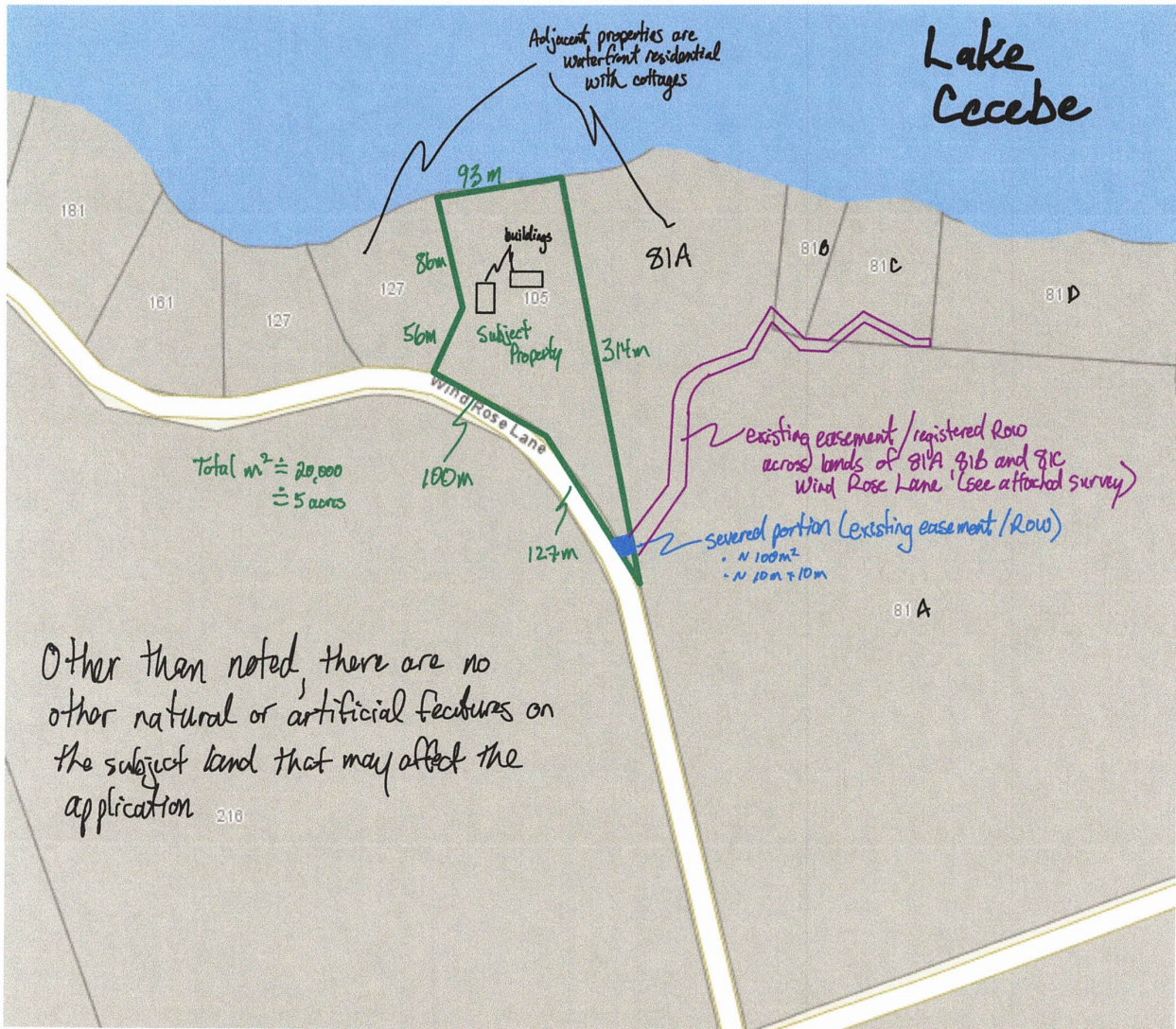
- ☐ 1 Completed application form including sketch
- ☐ Current parcel abstract (land title)
- ☐ Current reference plan of survey or registered plan (if available)

☐ Prescribed application fee, either as a certified cheque or money order, payable to the Southeast Parry Sound District Planning Board. The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Submit completed application and fee to:

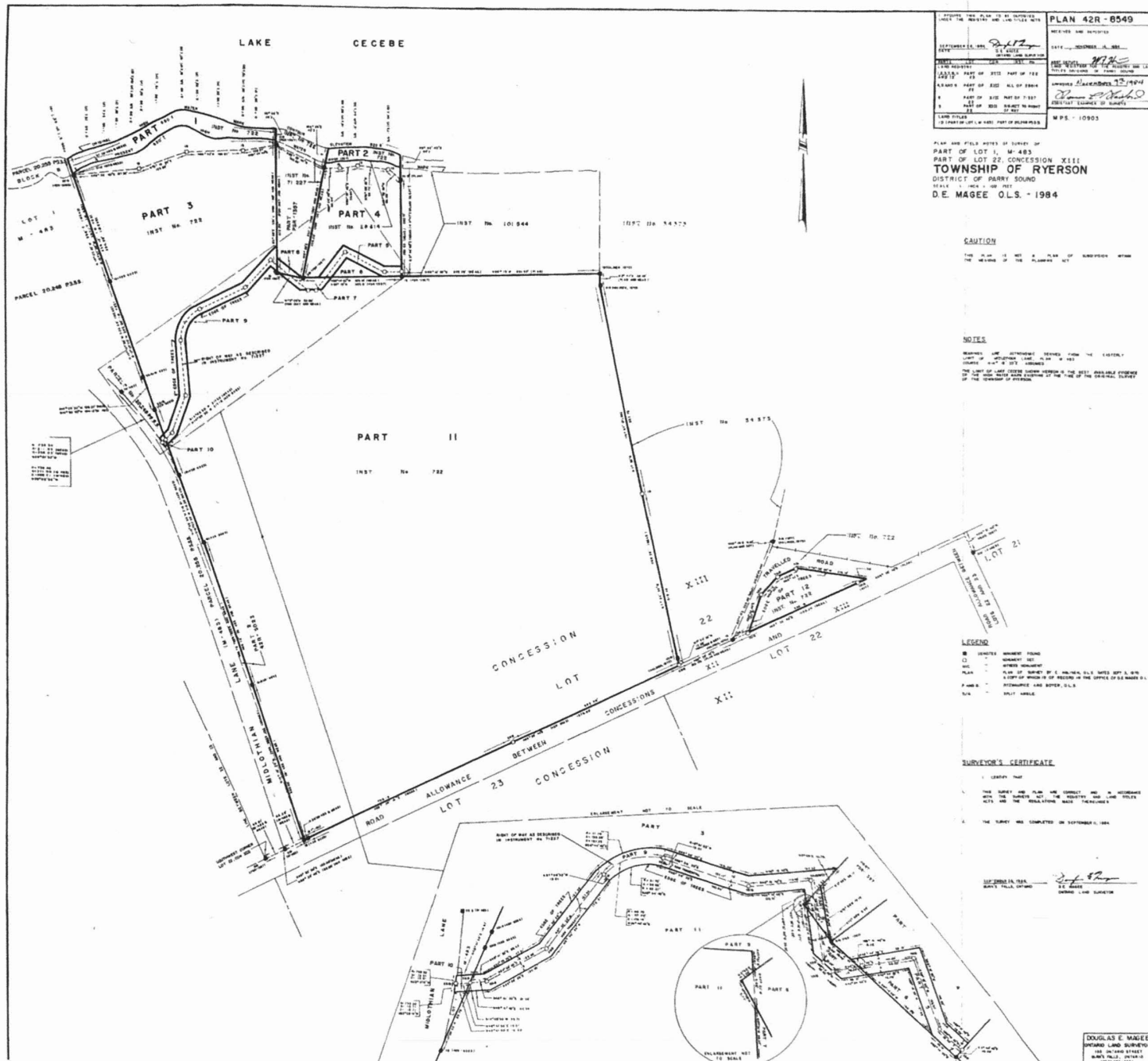
SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD
P.O. Box 310 Kearney, ON
POA 1 M0

105 Wind Rose Lane



Other than noted, there are no other natural or artificial features on the subject land that may affect the application





May 13, 2025

Planning Review – Consent – B-018/25

Southeast Parry Sound District Planning Board

Application

Application for one consent has been made to the Planning Board for a right of way.

Location

The subject lands are in Part Lot 22, Concession 13, in the Township of Ryerson being, Parts 1, 3, 7, 9 and 11 42R-8549. The lands are generally located between Lake Cecebe, to the north, and Starrett Road to the south as shown on the key plan on the notice of application.

Background

Application to legitimize existing access to 81D Wind Rose Lane was received and assigned Planning Board file number B-018/25.

The proposed severed lot (right of way) will be 9m (29.5 feet) wide, about 541m (1,774.9 ft.) in length and about 4645 sq. m. (1.147 acres) of lot area and is part of an existing accessway (Geddes Lane) and a woodlot.

The proposed retained lot will consist of about 176m (577.42 feet) frontage on Lake Cecebe and about 20.5ha (50.66 acres) of lot area. It presently has a cottage and outbuildings on it.

Northern Ontario Growth Plan

No concerns.

Provincial Policy Statement (PPS) 2020

The subject lands are identified as Shoreline. The proposal is to recognize and legitimize existing access.

I have reviewed the 2024 PPS and find that this proposal is consistent.

Township Official Plan

The subject lands are designated Shoreline.

The proposal does not offend the official plan because this is an existing situation, since 81 D Wind Rose Lane already uses this private road and there are no new lots are being created. In fact, this severance will serve to legitimize in perpetuity the use of this existing access. Others in the area namely 81 B and C Wind Rose Lane already have an existing easement.

I have reviewed the Township of Ryerson official plan I conclude that proposal conforms.

Zoning By-Law

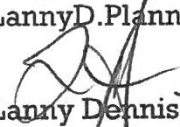
The existing zone is Limited Services Residential (LR). This zone was established for private road access for seasonal cottage use. Those in this zone should not expect the same level of service as those with access from a year-round municipally maintained road that is more appropriately zoned Waterfront Residential (WR). I have no concerns.

Recommendation

Having reviewed the Township's official plan and zoning by-law and the 2024 PPS, I recommend consent application B-018 be approved with the standard conditions for a right-of-way.

Respectfully submitted.

LannyD.Planning



Lanny Dennis, President
MCIP, RPP

B-018/25

Application for Consent Under Section 53 of the Planning Act

Note to Applicants: This application form is to be used if the **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD** is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

Completeness of the Application

The information in this form that **MUST** be provided by the applicant is indicated by **black arrows** on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 197/96 made under the *Planning Act*. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

- One application form is required for each parcel to be severed.
- The application fee.
- 1 original copy of the completed application form and sketch. Measurements are to be in metric units.

For Help

For more information on the *Planning Act*, the consent process, Provincial and local policies, please contact the Secretary/Treasurer of the Southeast Parry Sound District Planning Board at (705) 787-5070.

1. Applicant Information

- ▶ 1.1 Name of Owner(s). An Owner's authorization is required in Section 11.1, if the applicant is not the owner.

Name of Owner(s) 662920 Ontario Inc.	Home Telephone No. 613.470.0171	Business Telephone No.
Address 247 Ridgeside Farm Drive, Ottawa, ON	Postal Code K2W 1H2	Fax No.

- ▶ 1.2 Name of the person who is to be contacted about the application. If different than the owner.

(This may be a person or firm acting on behalf of the owner.)

Name of Contact Person/Agent Michael Staresinic	Home Telephone No. 905.536.4288	Business Telephone No.
Address 637 Sandcherry Drive, Burlington, ON	Postal Code L7T 4L9	Fax No.

2. Location of the Subject Land (Complete applicable boxes in 2.1)

▶ 2.1 District Parry Sound		Municipality/Unorganized Township Ryerson	Former Township N/A
Concession Number(s) 13	Lot Number(s) Part Lot 22	Registered Plan No. (Subd.) N/A	Lot(s)/Block(s) N/A
Reference Plan No. 42R8549	Part Number(s) Parts 1, 3, 7, 9 & 11	Parcel No. N/A	Name of Street/Road Wind Rose Lane
Street No. 81A	Section or Mining Location No. N/A		

- ▶ 2.2 Are there any easements or restrictive covenants affecting the subject land?
☐ No ☒ Yes If Yes, describe the easement or covenant and its effect.

The subject land is subject to an existing right-of-way as set out by Instrument #R0110280, which describes a right-of-way over Parts 7 and 9, 42R8549. This right-of-way is for ingress/egress only.

3. Purpose of this Application

3.1 Type and purpose of proposed transaction (check appropriate box)

Creation of a new lot ☐Addition to a lot ☐A right-of-way ☒An easement ☒A charge ☐A lease ☐A correction of title ☐Other purpose ☐

3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged.

Michael Staresinic (owner of 81D Wind Rose Lane, Katrine, Ontario)

3.3 To a lot addition, identify the lands to which the parcel will be added.

Not a lot addition. Right-of-way to be together with 81D Wind Rose Lane, Katrine, Ontario

4. Description of Subject Land and Servicing Information (Complete each subsection.)

4.1 Description		Severed	see attached map	Retained
Frontage (m.)		Part 7 ~ 46m; Part 9 ~ 230m; New Road ~ 185m; Alternate Driveway ~ 80m		~176m
Depth (m.)	~All parts refer to 42R8549	Part 7 & 9 - each 9m wide; New Road ~ 9m wide; Alternate Driveway ~ 9m wide		~645m
Area (ha. or m ²)		Part 7 ~ 260m ² ; Part 9 ~ 2,000m ² ; New Road ~ 1,665m ² ; Alternate D-way ~ 720m ²		~205,000m ²
4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	Residential - existing easement/right-of-way and woodlot		Residential
	Proposed Use(s)	Residential - existing easement/right-of-way		Residential
4.3 Buildings or Structures (include date of construction and size of building)	Existing	None		Cottage, out buildings
	Proposed	None		None
4.4 Access (check appropriate space)	Provincial Highway			
	Public Road	Alternate Driveway only		N/A
	Name of Authority maintaining road	Ryerson Township for access to Alternate D-way; Private for Geddes Lane		Private for Geddes Lane
	Common name of road	Wind Rose Lane/ Midlothian Lane for Alternate D-Way; Geddes Lane for remaining		Geddes Lane
	Private Road (describe in Section 4.8)	Geddes Lane for Parts 7 and 9 and New Road		Geddes Lane for Parts 7 and 9 and New Road
	Right of way (describe in Section 4.8)	Geddes Lane for Parts 7 and 9		Geddes Lane
	Period of Maintenance: Seasonal	for access to Geddes Lane		
	:Year Round	for access to Alternate Driveway only		
	Water Access (Describe in Section 4.9)			
4.5 Water Supply (check appropriate space)	Publicly owned and operated piped water system			
	Name of Authority operating and maintaining services			
	Publicly owned and operated communal well (Describe in Section 9.1)			
	Privately owned and operated individual well			X
	Lake or other water body			
	Other means (Describe in Section 9.1)			
4.6 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system			
	Name of Authority operating and maintaining service			
	Publicly owned and operated communal septic system (Describe in Section 9.1)			
	Privately owned and operated individual septic tank			X
	Pit			
	Other means (Describe in section 9.1)			

4.7 Other Services (check if the service is available)	Electricity		X
	School Busing		
	Garbage Collection		

4.8 If access to the subject land is by private road, or "right of way" as indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or year round.

Subject land is accessed from public road via Alternate Driveway to right of way known as Geddes Lane owned and maintained by applicant. It is a seasonal road.

4.9 If access to the subject land is by water, as indicated in section 4.4, describe the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

N/A

5. Land Use (Maps are available at Municipal Offices for verification)

5.1 What is the existing official plan designation(s), if any, of the subject land?
Shoreline Revised

5.2 What is the zoning, if any, of the subject land? If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?
Waterfront Residential

5.3 Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.

Use or feature	On the Subject Land	Within 500 metres of subject land, unless otherwise specified (Indicate approximate distance)
An agricultural operation, including livestock facility or stockyard	N/A	N/A
A landfill	N/A	N/A
A sewage treatment plant or waste stabilization plant	N/A	N/A
A provincially significant wetland (Class 1, 2 or 3 wetland)	N/A	N/A
A provincially significant wetland within 120 metres of the subject land	N/A	N/A
Flood plain	N/A	N/A
A rehabilitated mine site	N/A	N/A
A non-operating mine site within 1 kilometre of the subject land	N/A	N/A
An active mine site	N/A	N/A
An industrial or commercial use, and specify the use(s)	N/A	N/A
An active railway line	N/A	N/A
A municipal or federal airport	N/A	N/A

6. History of the Subject Land

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?
☒ Yes ☐ No ☐ Unknown If Yes and if Known, provide the Ministry's application file number and the decision made on the application.
Of subdivision and consent for the existing easement / right-of-way

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.
Unknown

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?
☒ Yes ☐ No If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.
Of subdivision and consent for the existing easement / right-of-way

6.4 How was the parcel originally acquired by the owner created? ☐ Original township lot ☐ by consent ☒ by plan of subdivision
☒ other Original township lot that was severed prior to owner acquiring the subject land

7. Concurrent Applications

- 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?
☐ Yes ☒ No ☐ Unknown If Yes and If Known, provide details and status of the application.
- 7.2 Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision?
☐ Yes ☒ No ☐ Unknown If Yes and If Known, specify the appropriate file number and status of the application.

8. Sketch (Use the attached Sketch Sheet) To help you prepare the sketch, refer to the attached Sample Sketch in The 'Application Guide Q & A'.

- 8.1 The application must be accompanied by a sketch showing the following:
- the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained
 - the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land
 - the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing, bridge, highway, etc.
 - the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
 - the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
 - the existing use(s) on adjacent lands
 - the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
 - if access to the subject land is by water only, the location of the piling and boat docking facilities to be used
 - the location and nature of any easement affecting the subject land

9. Other Information

- 9.1 Is there any other information that you think may be useful to the Planning Board, or other agencies in reviewing this application?
If so, explain below or attach on a separate page.

The severed portions requested for consent is a current right-of-way (Parts 7 & 9) afforded to 81B and 81C WRL and includes proposed new easements ("New Road" and "Alternate Driveway") to be constructed. The owner of 81A WRL and 81D WRL entered into a Temporary Easement Agreement dated December 3, 2024 allowing Stareshnic access to 81D WRL for 21 years less a day. In addition, the Temporary Easement Agreement allows Stareshnic to apply for consent to register the right-of-way, including the New Road & Alternate Driveway, in perpetuity. See Plan 42R-8549 attached for details of the existing ROW & New Road/Alternate Driveway crossing 81A WRL.

10. Affidavit or Sworn Declaration of Applicant(s)

Affidavit or Sworn Declaration for the Information set out in this Application

I/we, Michael Staresinic of the City of Burlington
 In the Municipality of Halton make oath and say (or solemnly declare) that the information contained in this application
 is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me
at the City of Toronto
in the region of Toronto
this 26th day of February 2025

Applicant


Commissioner of Oaths

Applicant

11. Authorizations of Owner(s)

11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be attached to this application or the authorization set out below must be completed.

Authorization of Owner(s) for Agent to Make the Application

I/we, 662920 DSTARLO INC. C/O DAGMAR ROICK, am/are the owner(s) of the land that is the subject of this application for a consent and I/we authorize MICHAEL STARESINIC to make this application on my/our behalf.

21/01/2025

Date

Dagmar A. Roick

Signature of Owner

Signature of Owner

11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner(s) concerning personal information set out below.

Authorization of Owner(s) for Agent to Provide Personal Information

I/we, 662920 DSTARLO INC. C/O DAGMAR ROICK, am/are the owner(s) of the land that is the subject of this application for a consent and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I/we authorize MICHAEL STARESINIC as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

21/01/2025

Date

Dagmar A. Roick

Signature of Owner

Signature of Owner

12. Consent of Owner(s)

Complete the consent of the owner(s) concerning personal information set out below.

Consent of the Owner(s) to the Use and Disclosure of Personal Information

I/we, 662920 DSTARLO INC. C/O DAGMAR ROICK, am/are the owner(s) of the land that is the subject of this consent application and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.

21/01/2025

Date

Dagmar A. Roick

Signature of Owner

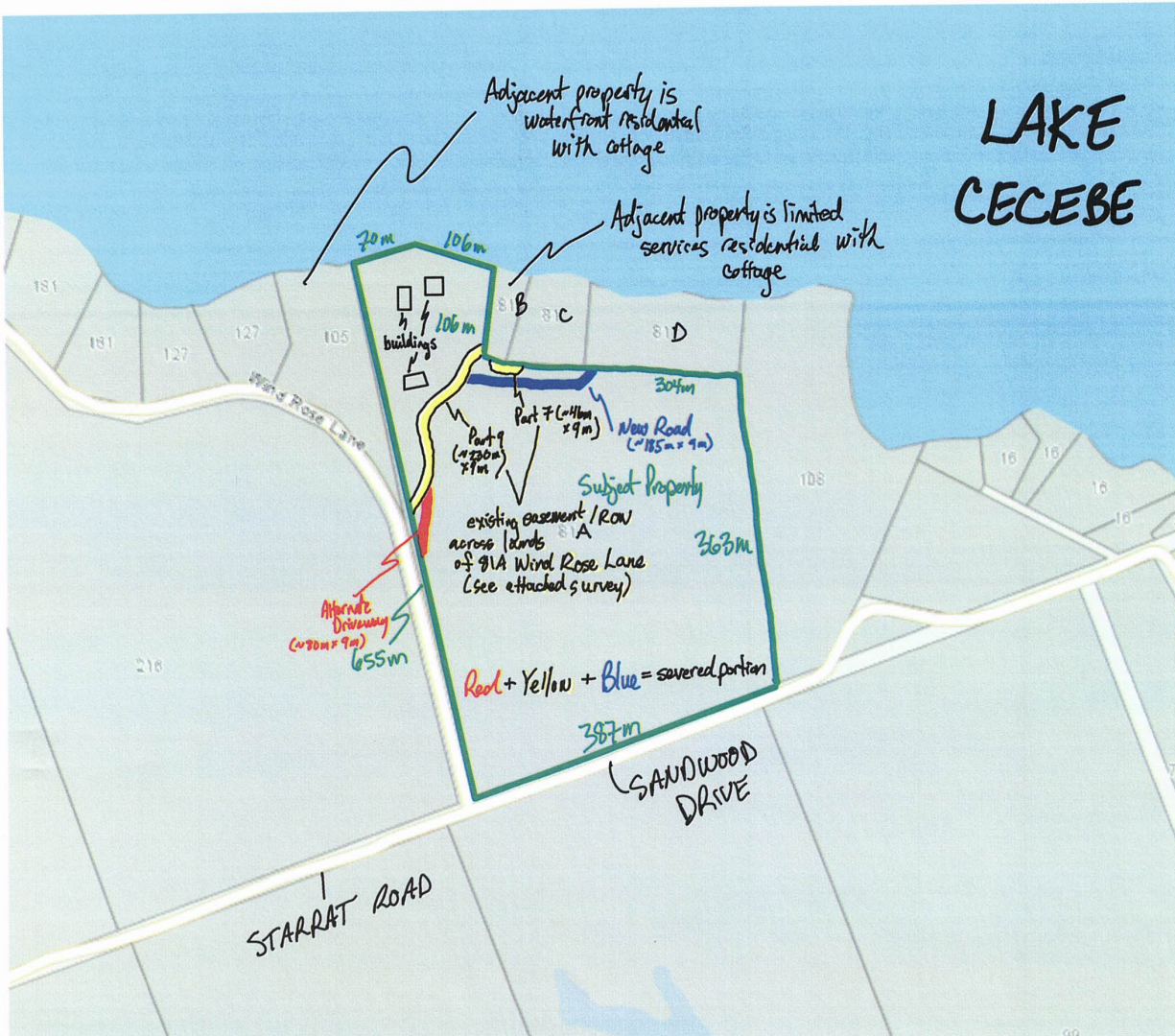
Signature of Owner

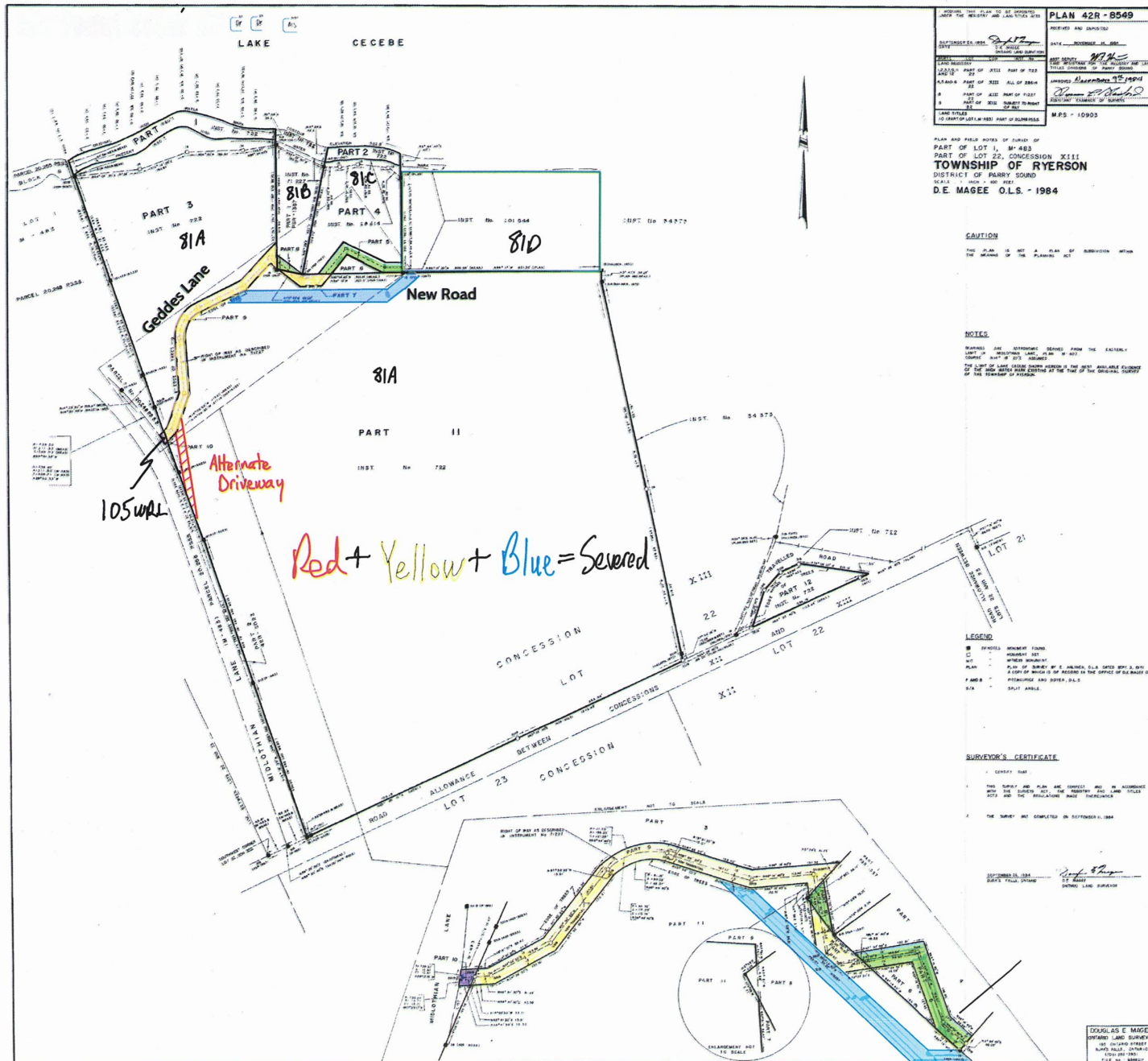
Applicants must complete the following check list to ensure that all necessary information is provided (check appropriate box):

- ☐ 1 Completed application form including sketch
 - ☐ Current parcel abstract (land title)
 - ☐ Current reference plan of survey or registered plan (if available)
 - ☐ Prescribed application fee, either as a certified cheque or money order, payable to the Southeast Parry Sound District Planning Board.
- The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Submit completed application and fee to: **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD**
172 Ontario Street, P.O. Box 269
Burk's Falls, Ontario P0A 1C0

81A Wind Rose Lane







P.O. Box 463, Burk's Falls, Ontario P0A 1C0
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Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

**MINUTES
REGULAR MEETING
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, May 12, 2025**

Members Present: Diane Brandt – President
Jarv Osborne – Vice President
Charlene Watt – Deputy Treasurer/Secretary
Barry Burton
Kirk Du Guid
Nieves Guijarro
Peter Hall
Nancy Kyte
George Sterling
Krista Trulsen

Guest: Colin Love, Magnetawan River Nature Hub

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 Jenny Hall, Treasurer. Diane introduced Colin Love.

Delegation:

Colin Love from the Magnetawan River Nature Hub addressed members on the features of the organization and the initiatives. Colin is proposing a new business venture with the purchase of a vessel that served in the Canadian Coast Guard and offering a Heritage Vessel Tour along the Magnetawan River. The boat tour route would follow the historic steamship routes and would moor at the Village of Burk's Falls' dock by the Welcome Centre. His request to Members was to pass a resolution to support the initiative, in principle, and to assist him in providing historic information to assist him in the tour presentations to bring the history to life. Members requested that he also reach out to Almaguin Economic Development to assist him with the establishment of his business and potential funding opportunities. Colin advised that he is in the process of presenting the business to neighbouring municipalities to determine if



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there is an interest in a public/private partnership. Members thanked Colin for his delegation. Motion for a resolution of support - Support for Colin Love's Historical Tour Vessel Initiative on the Magnetawan River:

Whereas the Burk's Falls and District Historical Society is committed to preserving, promoting, and sharing the rich history of our region, including the legacy of riverboat and steamboat travel along the Magnetawan River; and

Whereas Mr. Colin Love has proposed a business initiative to launch a historical tour vessel along the Magnetawan River, with the aim of promoting regional tourism, providing educational opportunities, and bringing renewed awareness to the historical significance of the riverboat and steamboat era in the Almaguin Highlands; and

Whereas the proposed tour vessel would trace traditional waterway routes once used for transportation and trade, reflecting an important chapter in our local heritage; and

Whereas the project has the potential to contribute to local economic development, historical education, and community engagement;

Be it resolved that the Burk's Falls and District Historical Society agrees in principle to support Mr. Colin Love's initiative and that the Society expresses willingness to collaborate with Mr. Love and any associated business owners by:

1. Sharing historical data, archival material, photographs, and oral histories relevant to the riverboat and steamboat era;
2. Providing consultation on the historical accuracy and interpretive content of the tour;
3. Promoting the initiative through Society networks and channels;
4. Exploring opportunities for volunteer or interpretive participation by Society members;
5. Offering non-profit contributions of time, resources, or expertise, as feasible, in support of the project's educational mission.

Be it finally resolved that this resolution represents a commitment to partnership and historical stewardship in support of a shared vision for preserving and promoting our local heritage.
Moved by Barry Burton, Seconded by George Sterling. Carried

A copy of the resolution will be forwarded to Colin Love for his records.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance of minutes and adoption of the April 14, 2025 Meeting Minutes as circulated:
Moved by George Sterling Seconded by Jarv Osborne. Carried



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Treasurer's Report:

There was no Treasurer's Report for the meeting.

Correspondence:

Diane Brandt advised Members of an email that was received from the library. A collaboration project is being proposed to increase interest in local history titled, "What the heck is this?" The display at the library would include an unknown historical object, tool, etc. The display would engage the public at the library and through a shared social media platform. Members supported the idea. Diane will contact the library to provide input and to support the community engagement project. Charlene Watt will provide a box of Armour History Books as prizes for the library to hand out.

Committee Reports:

Wiseman's Corner Schoolhouse Update:

Members reviewed the event flyer from the Township of Ryerson advising of the annual Ryerson Community Yard Sale on June 21, 2025. Diane will bring the topic back to the next meeting to discuss the opening of the schoolhouse for the event.

Diane Brandt reported to Members that the schoolhouse requires spring cleaning. Jill Latendre, Klink Enterprises sent an email stating that she is unable to clean the heritage centre this year. The office cleaners at the Township of Armour quoted \$65 per hour to spring clean the heritage centre. Diane Brandt will arrange a site visit with the cleaners. **Motion to accept the spring-cleaning quote from Carol Pease and Michelle Woodman at a rate of \$65 per hour and approve the spring cleaning of the Wiseman's Corner Schoolhouse Heritage Centre: Moved by George Sterling, Seconded by Nieves Guijarro. Carried**

Watt Farm House Update:

Diane Brandt updated Members on the status of the red building's construction. A new plumber has been hired to complete the work. The Township's Roads Supervisor and Building Inspector are also assessing the project's requirements. Diane also advised that the water system is not compatible for public use and a new system is to be installed.

In follow up to last month's meeting, Nancy Kyte advised Members that window coverings in the living room and dining room would make the rooms too dark. Nancy and Diane discussed the issue and will investigate window tinting instead. The front porch, garage and laundry room will have window coverings created by Nancy. Nancy is investigating fabric options that suit early 1900s era of the farmhouse. An update will be provided at a future meeting.



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Membership Committee:

Peter Hall advised members that there are 27 paid memberships for the year to date.

Facilities and Function Committee:

There was no report for the meeting.

General Business:

Heritage Festival 2025:

Members discussed Heritage Festival and the status of the event planning. A list of updates was provided.

- Charlene is to meet with the Fire Chiefs this month to discuss the Firefighter Challenge.
- A tractor display will be brought back for 2025 and Phil Cumming will co-ordinate the attraction again this year.
- The Burk's Falls Lions Club will set up a booth with the Historical Society on event day to fundraise and to recruit members.
- An email has been sent to neighbouring municipalities requesting politician volunteers for the dunk tank. To date, Dan Robertson, Sean Cotton and Rod Ward have committed.
- Flyers for Canada Post circulation have been ordered. The vendors market has been capped at 85 vendors. The roadside bag signs will be placed by the Armour Roads Department and Fire Chiefs in the coming weeks.
- Crowd Favourite Ballot Box Counting: Jenny Hall & Nancy Kyte
- Selection of Heritage Festival Car Show Award: George Sterling, Barry Burton & Eugene
- Ordered Popcorn & Small Bags from the Village of Burk's Falls: Nieves Guijarro
- Dunk Tank Co-ordinator: Mike Quinton
- Donation Jars/Cash Boxes: Diane Brandt will provide the cash box and \$200 float for the dunk tank and two donation jars (one for the Historical Society tent, one for the Car Show Judging Station).
- Event Programme: No programme will be created this year but a sheet listing the firefighter challenges will be printed.
- Tents: Popcorn Booth and Centre Field

Heritage Co-ordinator Summer:

Members reviewed the job advertisement and job description that has been circulated seeking a summer heritage co-ordinator. The posting will close on May 16, 2025. To date, one application has been received. The interview committee will consist of Diane Brandt, Jenny Hall and Nancy Kyte.



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New Business:

There was no new business.

Adjournment:

The next meeting will be held on Monday, June 16, 2025 at Fell Homes. There being no further business, **Peter Hall moved to adjourn the meeting at 8:06 p.m.**

Recorded by
Charlene Watt, Deputy-Treasurer/Secretary

Approved by
Diane Brandt, President

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Crime Prevention and Community
Support Bureau**
**Bureau de la prévention du crime et du
soutien communautaire**

777 Memorial Ave.
Orillia ON L3V 7V3

777, av. Memorial
Orillia ON L3V 7V3

Tel: 705 329-7680
Fax: 705 329-7593

Tél. : 705 329-7680
Télééc. : 705 329-7593

File Reference: GOV-1200

May 13, 2025

Mayor Reeve and Clerk CAO,

The Ontario Provincial Police (OPP) regularly evaluates its operations to ensure the effective use of resources while maintaining high-quality service. As part of this process, the OPP has undertaken an organizational realignment to better align with its strategic goals and priorities.

Effective immediately Municipal Policing Bureau has been dissolved. Municipal Policing Unit and Financial Service Unit have been realigned and will fall under the OPP's Crime Prevention and Community Support Bureau.

Municipal Policing Unit and Financial Services Unit will continue their regular business, including managing the cost recovery process for municipal policing services in accordance with the *Community Safety and Policing Act (CPSA) O. Reg. 413/23 Amount Payable by Municipalities for Policing from Ontario Provincial Police*, managing municipal policing agreements under the CSPA, delivering presentations, and providing clarifications on municipal inquiries.

Please continue to direct all future inquiries on municipal policing billing, requests for presentations, etc. to OPP.MunicipalPolicing@opp.ca. Please note, the general email inbox OPP.MPB.Financial.Services.Unit@opp.ca will be decommissioned and will no longer be monitored. We also encourage you to visit www.opp.ca/billingmodel where the 2025 estimate updates have been posted for your reference and planning purposes.

The OPP remains committed to working collaboratively with municipalities to ensure effective, efficient and sustainable policing services across Ontario.

Thank you for your continued cooperation. I look forward to your support during this transition and to a successful partnership.

A handwritten signature in black ink, appearing to read "J. Dumond", is written over the printed name.

J.G. (John) Dumond,
Chief Superintendent
Bureau Commander
Crime Prevention and Community Support Bureau

cc: OPP Regional and Detachment Commanders

ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)

MINUTES April 24, 2025

A regular meeting of the ACED Board was held at the Township of Strong Office and virtually on April 24th, 2025 at 6:04 pm.

Present: Chris Nicholson, Township of Joly, Chair
Wendy Whitwell, Township of Armour
Dan Robertson, Township of Ryerson
Justine Leveque, Village of Sundridge
Tim Bryson, Township of Strong
Vicky Roeder-Martin, Township of McMurrich/Monteith
Sheri Norman, AHCC Representative

Regrets: Brenda Scott, Village of South River
Chris Hope, Village of Burk's Falls
Margaret Ann McPhail, Township of Perry
Noel Walker, FedNor
Trista Porter, MND

Staff: Dave Gray, Director of Economic Development
Courtney Metcalf, Economic Development Officer
Sarah Cooke, Communications Officer

Guests: Tanvir Kabir, Intern from the Village of South River

Call to Order

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

Minutes

The minutes of the meeting of Thursday, March 27th, 2025 were adopted as presented.

Director's Report

The Director covered the following items from the report:

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

- a) An update on the RNIP/RCIP program – the financial contribution request reflects ACED member municipalities only
 - b) The Chamber of Commerce Business After-Hours event
 - c) The progress on the Community Organization support
 - d) An update on Almaguin Housing Taskforce
 - e) Next steps for the Almaguin Community Transportation Committee
 - f) The physical brand rollout and updates regarding a Phase 1 application to FedNor
3. The definition of a 'non-voting member' was discussed, and an agreed upon definition was added to the draft shared service agreement.
 4. ACED transitional considerations were discussed, and suggestions from ACED Staff included:
 - a. The post-Director of Economic Development transition. As some members were not present, this item will be carried over into next month's meeting.
 - b. Restructuring the board to include input from municipal staff, as well as considerations for alternative membership concepts for businesses and/or organizations.
 - c. More representation from ACED in each Member municipal office to encourage more communication between ACED and municipal staff.

Resolutions

1. 2025-13– Moved by Tim Bryson; Seconded by Wendy Whitwell
Be it resolved that the Almaguin Community Economic Development Board approve the March 27, 2025 meeting minutes, as circulated. Carried
2. 2025-14 – Moved by: Wendy Whitwell Seconded by: Tim Bryson
Be it resolved that the Almaguin Community Economic Development Board supports the RCIP Pilot Program and wishes to actively participate in the program by having an ACES Staff member sit on the review committee. Furthermore, the Board approves an annual contribution of \$2,500 for the duration of the 5-year pilot. Carried
3. 2025-15 – Moved by Vicky Roeder-Martin; Seconded by: Wendy Whitwell
Be it resolved that the Almaguin Community Economic Development Board recommends that ACED Staff work a minimum of 1 day per month in each Member municipal office following a Council meeting, where space and time in each municipality permits. Carried

Adjournment

4. 2025-16– Moved by Vicky Roeder – Martin Seconded by Wendy Whitwell
Be it resolved that the Almaguin Community Economic Development Board adjourn the April 24, 2025, ACED meeting at 7:49 p.m. Carried

The next meeting will be Thursday, May 22, 2025, at 6:00 p.m. If this changes, members will be advised.

JOINT SERVICE AGREEMENT

This Agreement made effective this ____ day of _____, 2025

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF PERRY
(Hereinafter referred to as “Perry”)

- and -

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF MCMURRICH MONTEITH
(Hereinafter referred to as “McMurrich Monteith”)

- and -

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR
(Hereinafter referred to as “Armour”)

- and -

THE CORPORATION OF THE VILLAGE OF SUNDRIDGE
(Hereinafter referred to as “Sundridge”)

- and -

THE ALMAGUIN HIGHLANDS CHAMBER OF COMMERCE
(Hereinafter referred to as “the Chamber”)

- and -

THE CORPORATION OF THE MUNICIPALITY OF THE VILLAGE OF BURK’S FALLS
(Hereinafter referred to as “Burk’s Falls”)

- and -

THE CORPORATION OF THE TOWNSHIP OF STRONG
(Hereinafter referred to as “Strong”)

- and -

THE CORPORATION OF THE VILLAGE OF SOUTH RIVER
(Hereinafter referred to as “South River”)

- and -

THE CORPORATION OF THE TOWNSHIP OF JOLY
(Hereinafter referred to as “Joly”)

WHEREAS the Municipal Act, S.O. 2001,c.25, S.20(1), allows a municipality to enter into an agreement with one or more municipality to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their boundaries;

AND WHEREAS the Municipal Act, S.O. 2001,c.25, S.20(2), allows a municipality to provide the matter in accordance with the agreement anywhere that any of the municipalities or local bodies have the power to provide the matter;

AND WHEREAS Perry, Armour, McMurrich/Monteith, Sundridge, the Almaguin Highlands Chamber, Burk’s Falls, Strong, South River, and Joly wish to jointly provide economic development services to the region;

AND WHEREAS the above-named member organizations recognize municipalities or other parties listed below as non-voting members based who support the delivery of economic development services or programs through providing financial contributions.

Non-voting members:
The Township of Ryerson;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of good and other valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by each of the parties hereto to each of the other parties hereto, the receipt whereof is hereby acknowledged, the parties hereto hereby covenant, promise and agree with each other as follows:

DEFINITIONS

1. In this Agreement including in the recitals above,
 - (a) **“ACEDDB Meeting”** means a meeting between the appointed representatives of each Member Party, with a quorum of half the representatives plus one;
 - (b) **“Act”** means the *Municipal Act*, 2001, S.O. 2001, c.25;
 - (c) **“Administer”** means to provide the Economic Development Services to the public in accordance with Applicable Law, and **“Administration”** has the same meaning;
 - (d) **“Administering Municipality”** means the Member Party that has been chosen by the Member Parties to administer the Economic Development Services;
 - (e) **“Administrative Services”** means those services as set out in section 8 of this Agreement;
 - (f) **“Agreement”** means this Joint Service Agreement and all Schedules and Exhibits attached to this Agreement;
 - (g) **“Almaguin Community Economic Development” (ACED)** is the name given to the regional economic development entity formed by the participating Member Parties.
 - (h) **“Almaguin Community Economic Development Department Board” (ACEDDB)**, is a committee composed of appointed representatives from all of the Member Parties who have agreed to participate and fund the Almaguin Community Economic Development (ACED).
 - (i) **“Almaguin Community Economic Development Department (ACEDD)”** performs the work needed to strengthen the local economy and diversify the municipal tax base. They recruit new businesses, retain existing ones, and assist businesses when they can expand operations locally.
 - (j) **“Applicable Law”** means any applicable statute, ordinance, decree, regulation or by-law or any rule, circular, directive, license, consent, permit, authorization, concession or other approval issued by any Government Authority which has appropriate jurisdiction;
 - (k) **“Business Days”** means any day other than a Saturday, Sunday or statutory holiday;
 - (l) **“Calendar Days”** means consecutive days, including Saturday, Sunday or statutory holiday;
 - (m) **“Capital Expenditure”** means any expenditure related to machinery, equipment, vehicles and furniture reported as a tangible capital asset on the audited financial statement of the Economic Development Services;
 - (n) **“Capital Items”** means machinery, equipment, vehicles and furniture required to provide Economic Development Services;
 - (o) **“Director of Economic Development”** (the Director) means the municipal employee hired to manage the ACEDD.
 - (p) **“Economic Development Services”** means all services related to the provision of economic development;
 - (q) **“Emergency”** means any unplanned event, activity, circumstance that constitutes a threat to the operation of the Service and/or requires the stoppage of the delivery of the Economic Development Services, in whole

or in part and may include both person-caused and natural-caused events, activities and circumstances;

- (r) **“Expenditure”** means any funds used by the Administering Municipality to obtain new assets, improve existing ones or reduce a liability;
- (s) **“Government Authority”** means any government, regulatory authority, ministry, board, department, court or other law, regulation or rule-making entity, having jurisdiction or authority over the matter in issue, but excludes a municipality or any of its local boards;
- (t) **“Member Party(ies)”** means each organization or municipality which is party to this agreement;
- (u) **“Net Cost”** means all operating, capital and real property capital expenditures for Economic Development Services less all revenues generated by the Economic Development Services including, but not limited to, government grants, user fees, rents, sales and donations and **“Net Costs”** has the same meaning;
- (v) **“Non-voting member”** means a municipality or organization which makes a yearly contribution to ACED but does not have a vote on the ACED Board. The yearly contribution would not exempt the municipality or organization from the ACED fees for services.
- (w) **“Real Property”** means land, land improvement and any building or buildings erected upon the land used to provide Economic Development Services;
- (x) **“Real Property Capital Expenditure”** means any expenditure related to land, land improvements and buildings reported as a tangible capital asset on the audited financial statements of the Economic Development Services;
- (y) **“Report”** means that Report referred to in clause 8(f) of the Agreement, in the form required by the Administering Municipality and **“Reporting”** has the same meaning;

TERM OF THE AGREEMENT

- 2. This Agreement takes effect when approved by all Member Parties and will expire on December 31, 2027.
- 3. This Agreement will be automatically renewed for three (3) years unless one of the Member Parties advises the other Member Parties, in writing, one (1) year in advance of the date of expiry set out in section 2 of this Agreement, that it wishes to withdraw or renegotiate all or part of this Agreement.
- 4. If one of the Member Parties has requested a renegotiation of this Agreement and the renegotiated agreement is not in place at the expiry date of this Agreement as set out in section 2 of this Agreement, this Agreement will remain in place until a new agreement is in force and effect.
- 5. Upon receipt of a notice of withdrawal from another Member Party, a Member Party call an ACEDDB Meeting to discuss such notice and to consider steps that may be taken to either engage the dispute resolution provisions of this Agreement or to terminate this Agreement and prepare for dissolution related to the Economic Development Services. Should remaining member parties agree to continue sharing ACEDD services in the absence of the withdrawing party, the ACEDD shall not be dissolved; however, the withdrawal provisions under schedule B shall apply to the withdrawing party.

ECONOMIC DEVELOPMENT SERVICES

Ownership, Operation and Maintenance

6. The Administering Municipality shall operate and maintain the assets associated with the Economic Development Services it administers in good condition and in accordance with Applicable Law.
7. “ACEDDB has the authority, by resolution, to amend this agreement to add or subtract “Member Party(ies)”, when an organization or municipality wishes to join or leave ACED.”

Administration, Cost Sharing, Oversight and Reporting

8. The Administering Municipality for the Economic Development Services shall be The Municipal Corporation of the Township of Armour.
9. For the purposes of this Agreement, the Administrative Services to be provided by the Administering Municipality are as follows:
 - (a) Operation in compliance with Applicable Law;
 - (b) Staffing, through employees, contractors or agents, as the Administering Municipality deems appropriate within budget restraints, in accordance with its policies and procedures and Applicable Law;
 - (c) Ensure that policies and procedures are in place with respect to procurement, employment, health and safety, asset management, fees and charges, and record retention, all in compliance with Applicable Law;
 - (d) Reporting to and communicating with any government ministry or agency, including but not limited to the Ontario Ministry of the Environment and Climate Change, the Ontario Ministry of Municipal Affairs, the Office of the Fire Marshal of Ontario and the Ontario Ministry of Finance, as may be required by Applicable Law;
 - (e) Maintain financial records and report to the other Member Parties as required by this Agreement with respect to budgets, revenues, expenses, audits and other financial activities; and
 - (f) Reporting, on a monthly basis, in the form required by the Administering Municipality, to the other Member Parties.
10. The Administering Municipality shall not charge any additional fees to the other Member Parties to Administer the Economic Development Services.

BUDGETS AND FINANCIAL REPORTING

11. The Director shall prepare, on an annual basis, a draft operating and a capital budget for the Economic Development Services.
 - (a) Such draft budgets shall be presented at the October ACEDDB Meeting of each calendar year and once reviewed, shall be presented for consideration to each Member Party. Each Member Party shall report to the other Member Parties the outcome of such consideration within ten (10) Business Days of the date of each Member Party’s next regular meeting.
 - (b) Based on the comments received the Director shall prepare a final budget proposal and forward it to the other Member Parties by the last Friday in January of each year.
 - (c) Each Member Party shall bring a resolution to the February ACEDDB Meeting indicating whether or not it supports the budget.
 - (d) The yearly budget must receive approval from a majority of the Member Parties before it can be implemented.

12. If a majority of the Member Parties do not agree to a proposed budget, the contributions from all Member Parties to the budget shall not change from the most recently approved budget until a majority of the Member Parties agree to the proposed budget.
13. From the time the annual budget is approved by a majority of the Member Parties, the Administering Municipality, shall provide, every three (3) months thereafter, in writing, a budget to actual report to the ACEDDB.
14. Once the budget is approved by a majority of the Member Parties the following will apply:
 - (a) Any change(s) to the approved budget which would increase the net total of the approved budget shall require the approval of a majority of the Member Parties in order to be implemented. The Member Party requesting such change shall notify the other Member Parties with an explanation of the requested change and shall request that an ACEDDB meeting be held within fifteen (15) Calendar Days of such request.
 - (b) An overspending of the budget does not constitute a change to the budget but shall be reported by the Director to the ACEDDB with an explanation of and reason(s) for the overspending.
15. The Administering Municipality is responsible to ensure that its auditor carries out an audit, on an annual basis, and it shall provide a copy of its audited financial statements to the other Member Parties within ten (10) Business Days after they are placed on an agenda to be considered by the Administering Municipality.

ADMINISTRATION OF COST SHARING

16. The Net Cost of the Economic Development Services shall be shared annually as set out in **Schedule "A"** to this Agreement.
17. The Administering Municipality shall invoice the other Parties quarterly for their share of the Economic Development Services and such invoices are due within thirty (30) Calendar Days.
18. After the annual audit is complete the Administering Municipality shall either invoice or refund the other Member Parties the difference between the budgeted amount paid by each Member Party and the actual amount to be paid as determined by the audit.
 - (a) The ACEDDB may, by a majority vote, divert any operating surplus to the ACED reserve which can be applied to future budgets, programs, or as applicant contributions to shared funding agreements.

INSURANCE

19. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, general liability insurance issued by an insurance company authorized by law to carry on business in the Province of Ontario, providing for, without limitation, coverage for personal injury, public liability, environmental liability and property damage. Such policy shall:
 - (a) Have inclusive limits of not less than five million dollars (\$5,000,000.00) for injury, loss or damage resulting from any one occurrence;
 - (b) Name the other parties as an additional insured with respect to any claim arising out of the obligations under this Agreement; and
 - (c) Include a Non-Owned automobile endorsement.
20. During the term of this Agreement, the Administering Municipality shall obtain and maintain in full force and effect, automobile liability insurance in the amount of two

million dollars (\$2,000,000.00) for injury, loss or damage resulting from any one occurrence.

21. If the Administering Municipality receives a notice of claim, action, application, order, or any other insurance or legal proceeding, it shall, within five (5) Business Days provide a copy of such to the other Member Parties.

EMERGENCY SITUATIONS

22. From time to time Emergencies may arise and in such circumstances the Member Parties shall cooperate to the best of their abilities with regard to public communication about the impact of the Emergency and the Administering Municipality shall take the lead on the response to the Emergency.

RESOLUTION OF DISPUTES

23. Where a disagreement or dispute arises between any or all of the Member Parties with respect to the interpretation, construction, meaning or effect of this Agreement an ACEDDB Meeting shall be scheduled by the Administering Municipality for the sole purpose of discussing the disagreement or dispute in an attempt to resolve such disagreement or dispute.
24. The Member Parties shall resolve any disagreement or dispute by a majority vote of the Member Parties.

TERMINATION OF AGREEMENT/WITHDRAWAL

25. If any Member Party wishes to withdraw from participation in the shared delivery of Economic Development Services and wishes to terminate the Agreement it shall give such notice in writing, as provided for in section 3 of this Agreement, to the other Member Parties, accompanied by a resolution indicating such decision to withdraw.
26. If notice to terminate this Agreement/withdraw from the shared delivery of Economic Development Services is given, the Member Party giving such notice may reverse such decision within the one-year notice period provided for in section 3 of this Agreement.

DISSOLUTION

27. If one or more of the Member Parties wishes to be removed from the sharing of Economic Development Services such that this Agreement is terminated and the shared Services arrangement is dissolved, in accordance with the provisions of this Agreement, the assets and liabilities shall be distributed in accordance with the provisions set out in **Schedule “B”** to this Agreement.

NOTICE

28. Any notice or communication required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed to have been properly given when delivered personally, by facsimile transmission, or by electronic mail with the sender’s name, address, electronic mail address and telephone number included and confirmation of receipt is provided (which confirmation shall not be unreasonably withheld by any Member Party) as follows:

Township of Perry
Attention: Clerk
1695 Emsdale Road, P.O. Box 70
Emsdale, ON P0A 1J0
Fax: 705-636-5759
Email: info@townshipofperry.ca

Township of Armour
Attention: Clerk
56 Ontario St, P.O. Box 533
Burk’s Falls, On P0A 1C0
Fax: 705-382-2068
Email: clerk@armourtownship.ca

Township of McMurrich Monteith
Attention: Clerk
3 William Street,
Sprucedale, ON P0A 1Y0

Village of Sundridge
Attention: Clerk
110 Main Street, Box 129
Sundridge, ON P0A 1Z0

Fax: 705-685-7901
Email: clerk@mcmurrichteith.com

Fax: 705-384-
Email: admin@sundridge.ca

Chamber of Commerce
Attention:
113B Yonge Street, Box 544
Burk's Falls, ON P0A 1C0
Email: almaguinhighlandschamber@gmail.com

Village of South River
Attention: Clerk
63 Marie St, Box 310
South River, ON P0A 1X0
Fax: 705-386-0702
Email: clerk@southriver.ca

Village of Burk's Falls
Attention: Clerk
172 Ontario Street, P.O. Box 160
Burk's Falls, ON P0A 1C0
Fax: 705-382-2273
Email: clerk@burksfalls.ca

Township of Strong
Attention: Clerk
28 Municipal Lane, Box 1120
Sundridge, ON P0A 1Z0
Fax: 705-384-5892
Email: clerk@strongtownship.com

Township of Joly
Attention: Clerk
28 Municipal Lane, Box 519
Sundridge, ON P0A 1Z0
Fax: 705-384-0845
Email: clerk.administrator@townshipofjoly.com

29. Any notice or communication delivered personally shall be deemed to have been received by the addressee on the day upon which it is delivered. Any notice delivered or sent by facsimile or electronic mail transmission shall be deemed to have been received by the addressee on the next business day after the notice is sent by facsimile or electronic mail transmission. Any Member Party may change its notice information for the purpose of this Agreement by directing a notice in writing of such change to the other Member Parties at the above addresses and thereafter such changed information shall be effective for the purposes hereunder.

FORCE MAJEURE

30. Whenever and to the extent that the Administering Municipality is unable to fulfil, or is delayed or restricted in the fulfilment of, any obligation hereunder in respect of the supply or provision of Economic Development Services because of circumstances beyond its reasonable control, the Administering Municipality shall be relieved from the fulfilment of such obligation so long as such cause continues. In such event the Administering Municipality will immediately notify the Member Parties, and each will work together to communicate with the public and explore options for the provision of the Economic Development Services.

GENERAL PROVISIONS

Severability and Jurisdiction

31. If any provision of this Agreement is determined by a Court of competent jurisdiction to be illegal or beyond the power, jurisdiction, or capacity of any Member Party bound hereby, such provision shall be severed from this Agreement and the remainder of this Agreement shall continue in full force and effect and in such case, the parties agree to negotiate in good faith to amend this Agreement in order to implement the intentions as set out herein. It is agreed and acknowledged by the Member Parties that each is satisfied as to the jurisdiction of each Member Party to enter into this Agreement. The Member Parties agree that they shall not question the jurisdiction of any Member Party to enter into this Agreement nor question the legality of any portion hereof, nor question the legality of any obligation created hereunder and the Member Parties, their successors and assigns are and shall be estopped from contending otherwise in any proceeding before a Court of competent jurisdiction or any administrative tribunal.

Legislative Change

32. References in this Agreement to any legislation (including but not limited to regulations and by-laws) or any provision thereof include such legislation or provision thereof as amended, revised, re-enacted and/or consolidated from time to time and any successor legislation thereto.

Entire Agreement

33. This Agreement constitutes the entire agreement between the Member Parties hereto with respect to the subject matter hereof and supersedes any prior agreements, undertakings, declarations or representations, written or verbal, in respect thereof.

Laws of Ontario

34. This Agreement shall be interpreted under and is governed by the laws of the Province of Ontario.

Headings and Wording

35. The inclusion of headings in this Agreement are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.
36. In this Agreement, unless the context otherwise requires, words importing the singular include the plural and vice versa and words importing gender include all genders.
37. Any section, clause or provision in this Agreement shall be deemed to be severable should it be declared invalid by a court of competent jurisdiction and said severed section, clause or provision shall not be taken to invalidate the remaining provisions of this Agreement.
38. It is agreed that the Member Parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the Member Parties, and no presumption or burden of proof shall arise favouring or disfavouring any Member Party by virtue of the authorship of any of the provisions of this Agreement.
39. This Agreement shall not be modified or amended except with the written consent of a majority of Member Parties and no modification or amendment to this Agreement binds any Member Party unless in writing and executed by the Member Party intended to be bound.
40. No Member Party shall assign or transfer any of the rights, benefits and obligations in or under this Agreement without the prior written consent of the other Member Parties. Any such assignment shall not relieve any Member Party of its obligations herein. This agreement shall be binding upon and enure to the benefit of the parties and their successors and permitted assigns and heirs.
41. No Member Party shall call into question, directly or indirectly, in any proceedings whatsoever, in law or in equity, before any court or before any administrative tribunal, the right of the Member Parties, or any of them, to enter into this Agreement, or the enforceability of any term, agreement, provision, covenant or condition contained in this Agreement, and this clause may be pled as estoppel as against any such Member Party in such proceedings.
42. The Schedules attached hereto which form part of this Agreement are as follows:
- Schedule "A" - Costing Sharing
- Schedule "B" - Dissolution of Assets

IN WITNESS WHEREOF the parties hereto have hereunto executed this Agreement, made and effective as of the ____ day of _____, 2019.

The Corporation of the Township of Perry

Reeve or Mayor

Clerk

The Corporation of the Village of South River

Reeve or Mayor

Clerk

The Almaguin Highlands Chamber of Commerce

Reeve or Mayor

Clerk

The Corporation of the Municipality of the Village of Burk’s Falls

Reeve or Mayor

Clerk

The Corporation of the Township of Joly

Reeve or Mayor

Clerk

The Municipal Corporation of the Township of Armour

Reeve or Mayor

Clerk

The Corporation of the Village of Sundridge

Reeve or Mayor

Clerk

The Corporation of the Township of McMurrich/Monteith

Reeve or Mayor

Clerk

The Corporation of the Township of Strong

Reeve or Mayor

Clerk

SCHEDULE A
COSTING SHARING & FUNDING

OPERATING BUDGET COST SHARING

The Net Operating Cost of the Economic Development Services shall be divided between Member Parties according to the following formula.

Base Share + Municipal Share

Base Share: All Member Parties shall pay a base contribution of \$10,000* per year.
*Exception – The Township of Joly shall pay a base contribution of \$5,000 per year.

Municipal Share: The remaining budget amount shall be divided amongst municipal Member Parties based on a formula that is weighted by municipality based on

One third (1/3) Assessment

Plus one third (1/3) Total Population

Plus one third (1/3) Total Households

ADDITIONAL FUNDING

Donations: Non-member municipalities may at their discretion provide annual donations to support the activities of ACED. These donations do not entitle non-members to a vote nor inclusion in regional ACED programs or services. Inclusion of non-member municipalities in programs or services shall be at the discretion of the ACEDDB.

Service Fees: The Administrating Municipality has, per the direction of the ACEDDB, adopted various fees for services provided by ACED staff to non-member municipalities and/or businesses or organizations in non-member municipalities. Through this agreement, these fees may be revised and amended by the ACEDDB from time to time. Final amendments will be implemented by the Administrating Municipality.

SCHEDULE B

DISSOLUTION & WITHDRAWAL

DISSOLUTION OF ACEDD

Upon dissolution of shared Economic Development Services or termination of the Agreement, the assets for the Economic Development Services shall be evaluated and liquidated. The proceeds from the liquidation of the assets shall be distributed to the Member Parties on the same share basis as the cost sharing described in Schedule A.

WITHDRAWAL OF ACEDD MEMBER PARTY

Upon the withdrawal of an ACEDD Member Party, the withdrawing party shall not be entitled to any of the assets or future liabilities of ACEDD.



Director of Economic Development (DoED) Report
May 22, 2025

Core Activity Tracking – (Since last report)

Activity:	Interactions	Description
Business Assistance		
Start Up Files	1	Armour
Expansion Files	2	Armour, Burk's Falls
Developer Files	-	
General Support	1	Burk's Falls
Brand Ambassador	2	Sundridge, Burk's Falls
High Priority	-	
Business Visits	2	Burk's Falls (2)
Program Referrals	3	The Business Centre, NECO (2)
Marketing*		
ACED Website Updates	5+	Business directory updates, investment property updates, events, general
Social Media Posting	26	
Facebook Reach	7,887	1,961 (ACED), 5,926 (Explore)
Facebook Likes/Followers	4,566	1,805 (ACED), 2,761 (Explore)
Facebook Ad Engagement	N/A	
Website Tracking		
Total Users / Views	1,900	
Most viewed pages (besides landing page)	187	Explore Almaguin
Communications		
Email Blasts	1	Business Updates on new programs
Organization Meetings	2	NECO (2),
Partnership Projects	3	Explorers Edge, Regional Tariff Response, NOHFC Fam Tour
Municipal Visits	2	South River, Strong
Member Interactions / Support Requests	1	M/M,
Media Comment Requests	1	Article on Industrial Park

Current Files & Projects

Project 1A – Business Support

RCIP Update

The resolution stating ACED's financial support of the RCIP program was shared with Donna from The North Bay Chamber of Commerce. The new program's website was shared on ACED's Facebook page and has been sent out to all businesses via MailChimp. Program promotions directly to businesses will begin this summer.

Project 1B – Business Support Events

Staff attended a Tariff Roundtable discussion with EDOs from Muskoka to determine potential approaches to assist businesses. A tentative date of Thursday, July 10th has been set for a District wide Tariff Response Roundtable, where speakers will be invited to present on the topic and provide businesses with some ways to address specific issues. The information session will be available in-person in Bracebridge, as well as online.

Project 2A – Community Organization Support

To date the CMO has completed 4 CR&E interviews and has one more scheduled for the second last week of May. Cold calls will commence in the following weeks. Overall response from community organizations interviewed has been positive.

Project 2B – Regional Recreation & Municipal Support

CEMC Video Support

The CMO is finalizing the initial CEMC video. CMO spoke with a committee representative to request extension on completion. New deadline is May 20.

McMurrich Monteith Facility Improvement Support

Staff have been engaged to support the development of a funding application to support planned improvements to the Community Centre and grounds.

Project 3B – Transportation

Almaguin Community Transportation Committee

A Draft summary report of progress to-date was developed and circulated to the Committee. A tentative date for the next meeting has been set for Thursday, May 29th. Once approved by the committee, the report will be shared with the Board.

The Return of Passenger Rail Service

No new updates from PARC on their application are available at this time.

Project 3C- AHSS Student Engagement

Life Skills Workshop

Carried from last report: The Life Skills Workshop has been rescheduled to May 27th, as a snowstorm resulted in the cancellation of the April 8th date. Grade 12 students will again benefit from a crash course on credit scores and mortgages, resumes/cover letters and interview skills, and managing a budget.

Project 4A – Brand Strategy Implementation

Phase 2 – Physical Brand Roll Out

Staff have submitted the Phase 1 application to FedNor. Several edits were made to the application following discussions with FedNor, including redirecting focus on commercial corridors and downtown revitalization elements through the addition of visual enhancements to main streets and commercial areas.

[*Social Media/Explore Almaguin Website/ Email Marketing/Content*](#)

The CMO has completed an in-depth analysis of the cost-benefit for ratepayers residing in member municipalities. The purpose of the article is to maintain a level of transparency with residents, let them know what ACED is, let them know how they are supporting economic development in the region with a goal of continuing to demystify what economic development can look like. (PDF attached)

An additional article was created for the Almaguin Highland's Chamber Guide on dark skies/astro tourism in Almaguin. The Chamber agreed to allow ACED to share the article online to help promote the Almaguin Summer Star Party.

In advertising, Metroland offered a great deal to continue to promote Almaguin in the 2025 edition of Algonquin Life. This includes a reduced rate for ACED, an Explore Almaguin article feature and reduced rates for Almaguin businesses to advertise in the high distribution magazine.

Social media growth and engagement remains steady – the municipally owned investment property posts have seen positive engagement. The CMO will reach out to individual realtors to receive approval to create similar posts for privately listed commercial and investment properties in the region with the goal of directing traffic back to Explore Almaguin's investment property web page.

[Project 4B – Tourism Promotion](#)

ACED and Explorers' Edge hosted a webinar with Stephane Picard from Cliff Valley Astronomy to update businesses on the Almaguin Summer Star Party, and the role businesses will play in promoting and participating in the event. The marketing of the event will take place at the end of May and early June for both business participation, as well as marketing the event to the GTA for attendees and ticket sales.

Next Steps include:

1. Reaching out to businesses directly to develop partnerships for the event.
2. Developing the marketing and target audience for the event.
3. Create itineraries and 'self-drive' tours around the region, featuring businesses who have partnered on the event.

[ACED Shared Services Agreement, Evolution of Service Delivery, ETC.](#)

SS Agreement: A revised version of the ACED shared services agreement has been attached for review. The changes reflect the discussion at the April meeting regarding the proposed definition of non-voting member.

ACED Staff In-Office: A schedule has been developed with each member municipality for in-office workdays. These days include a brief meeting with municipal staff to stay informed on the goals and focus areas of each municipality.

Carried from last report for discussion purposes:

Post-Director of Economic Development Transition: The Economic Development Officer has planned to attend three training courses in 2025. This includes: Managing Conflict (UofT), Public Speaking (McMaster University), and Leading Teams (Great Canadian Training & Consulting Co.). The plan for 2026 will be to finalize the Ec.D. certification process.

Should the Board wish to consider reducing the staff to 2 FT staff after the DoED transition is complete in 2027, there is potential for a significant reduction in costs (approximately 28.4%). For example, the 2028 estimate for 3 staff is \$343,650. The 2 staff estimate is \$267,370. Reducing staff would require a reduction in planned work; however, once the transition is absorbed within municipal budgets, internships can be re-evaluated for specific projects.



RESOLUTION

2025-17

Be it resolved that the Almaguin Community Economic Development Board approve the April 24, 2025, ACED meeting minutes as: (please circle).

CIRCULATED

AMENDED

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes No

Comments:



RESOLUTION

2025-18

Be it resolved that the Almaguin Community Economic Development Board adjourn the May 22, 2025, ACED Meeting at _____ P.M.

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes No

Comments:



RESOLUTION

2025-____

Be it resolved that the Almaguin Community Economic Development Board

MOVED BY: _____

SECONDED BY: _____

CARRIED: Yes / No

Comments:

Where Do Your Municipal Tax Dollars Go? Let's Talk About ACED

Have you ever looked at your municipality's annual budget? They can be confusing documents but they also offer valuable insight into where your tax dollars are going — whether it's roads, waste management, public works or economic development.

Usually, you can find your local budget on the municipal website under the "Financials" section. If you've browsed through it, you may have noticed a line for ACED which is short for [Almaguin Community Economic Development](#).

So what is ACED and why is your municipality spending money on it?

ACED was established in 2019 through the merger of two previous organizations: BACED and CAEDA. The goal was to streamline economic and community development efforts across the Almaguin Highlands and eliminate duplication between municipalities. Since then, each participating municipality has contributed annually to support regional economic promotion and development.

In addition to its core mandate, ACED manages the Explore Almaguin social media channels, promoting the region's attractions, events and local businesses year-round. It partners with the [Almaguin Highlands Chamber of Commerce](#) and acts as a key link to agencies that support business growth, tourism and community development. These include [Innovation Initiatives Ontario North](#) (IION), the [Nipissing–East Parry Sound Community Futures Development Corporation \(NECO\)](#) and the [Labour Market Group](#) — all of which help connect local entrepreneurs and municipalities with funding, training and labour market research.

What Does This Mean for Your Tax Bill?

Let's break it down by municipality using the 2024 tax levies and each area's ACED contribution. We'll also show how much of your own tax bill is going toward ACED, based on different payment levels:

Municipality	Tax Levy	ACED Contribution	% of Tax Levy
Township of Perry	\$3,848,017.56	\$46,254	1.2%
Township of Armour	\$3,201,570.00	\$33,969	1.1%
Township of Strong	\$3,035,099.28	\$31,321	1.0%
Township of McMurrich/Monteith	\$2,160,272.00	\$23,879	1.1%
Village of Sundridge	\$1,922,304.00	\$20,075	1.0%
Village of South River	\$1,366,381.00	\$20,268	1.5%
Village of Burk's Falls	\$1,491,745.00	\$19,980	1.3%
Township of Strong	\$880,625.00	\$9,012	1.0%

Cost Share Method

Originally, ACED was formed with a \$10,000 contribution from each participating municipality. That amount was based on previous contributions to BACED and CAEDA, with the understanding that ACED would also receive support from FedNor — the [Federal Economic Development Agency for Northern Ontario](#).

ACED went on to receive funding from FedNor's [CIINO \(Community Investment Initiative for Northern Ontario\) program](#) not once but twice, according to Dave Gray, who currently serves as both the Director of Economic Development for ACED and the Chief Administrative Officer (CAO) for the Township of Armour.

Gray said the funding model eventually shifted to a \$10,000 base contribution plus a one-third model — dividing the remaining costs by assessment, population and number of households — to reflect rising costs and a gradual move toward independence from FedNor funding. The model was inspired by a similar approach used by the Parry Sound District Social Services Administration Board.

“Two major factors led to the need to introduce the one-third assessment, one-third population, one-third households model in addition to the base share,” said Gray. “Rising costs associated with taking on more ambitious projects ... and the need to ‘wean off’ of FedNor funding eventually.”

ACED's work goes beyond just business attraction and tourism. The organization also supports regional efforts tied to housing, healthcare, workforce development, quality of life and infrastructure; challenges identified in the [2018 Almaguin Highlands Regional Economic Development Strategic Plan](#).

Why It Matters

For Township of Strong's Mayor, Tim Bryson, investing in economic development is an easy sell.

"As a municipality we provide core services and we don't have the capacity to do economic development," said Bryson. He noted that ACED covers a wide range of priorities — from healthcare and housing initiatives to [branding Almaguin as a tourism destination](#).

"What's the name Muskoka worth?" he asked. "If we could make the name Almaguin worth as much as Muskoka, we'd be doing really well ... we need to add value to our communities."

Based on an estimated individual tax rate, you would be spending approximately \$65 a year to help support tourism, business and community development in your municipality.

Municipality	\$2,000 Taxes	\$5,000 Taxes	\$10,000 Taxes
Township of Perry	\$24	\$60	\$120
Township of Armour	\$22	\$55	\$110
Township of Strong	\$20	\$50	\$100
McMurrich/Monteith	\$22	\$55	\$110
Village of Sundridge	\$20	\$50	\$100
Village of South River	\$30	\$75	\$150
Village of Burk's Falls	\$26	\$65	\$130
Township of Joly	\$20	\$50	\$100

For the cost of a Big Mac, or single meal out with the family, you are helping support the communities you live in, shop in and want to see thrive.

The Bottom Line

While "economic development" might feel like an abstract line item, your individual contribution to ACED is relatively modest, ranging from about \$20 to \$150 per year depending on where you live and the size of your property tax bill.

It's ACED's goal to demystify what this means in the context of how it is being carried out in the Almaguin Highlands. The idea is that collective investment in regional promotion and business support helps the whole area thrive — attracting visitors, businesses and new residents, all of which can strengthen the local economy over time.

"We just can't do it as small puzzle piece municipalities," said Bryson. "We can't do it on our own ... so having that long-term vision and somebody to do it — if ACED wasn't doing it, nobody would be."

So the next time you look at your municipal budget and spot "ACED," you'll know it's your municipality's way of investing in a stronger Almaguin.

“For such a small investment from my constituents, we get economic development in our municipality,” Bryson said. “Let’s face it, the federal government believes in ACED — they’ve funded most of it.”

“This has been great for our community,” he added. “A small investment for a big return.”

Do you want to know more about ACED? Check out our website: www.explorealmaguin.ca, or, you can email us at: marketing@explorealmaguin.ca or edo@explorealmaguin.ca.

Almaguin Community Transportation (ACT) Committee

Spring 2025 Progress Report & Phase 2 Update



Introduction

The Almaguin Community Transportation (ACT) Committee was established in March of 2025 following the completion of the Almaguin Community Bus Partnership (ACBP) Committee scope of work.

The ACBP Committee formed in the Fall of 2023 to determine if there was interest in establishing a cooperative partnership involving multiple municipalities in Almaguin. The retirement of the Burk's Falls Community Link bus led to the possibility of considering a regional, or multi-community, approach for providing transportation services. The committee gained representation from 7 municipalities as well as one non-voting transportation sector advisor.

- Hosted the Almaguin Community Bussing Survey (466 respondents)
- Published the 2024 ACBP Activities Report
 - Consulted various strategic plans & studies
 - Analyzed the results of the Bussing Survey
 - Evaluated two main delivery model concepts
 - Developed a multi-phase pilot concept
- Produced the 2024 ACBP Phase 1 update addendum
- Formed the ACT Committee to proceed with further phases.

The goal of the ACT Committee is to develop and implement solutions that increase transportation service options within participating Almaguin communities. The ACT Committee has adopted Terms of Reference and established interim positions of Chair, Vice Chair, and Secretary.

ACT Chair: Dave Gray, ACED/Armour Township
ACT Vice-Chair: Jim Ronholm, Councillor, Strong Township
ACT Secretary: Courtney Metcalf, ACED

Next Steps

1. **Establish a lead/administrating municipality.** The lead municipality will serve as the applicant municipality for any funding opportunities that are sourced to support the project.
2. **Source financial support.** The ACT Committee will review the eligibility requirements for any available funding programs to support next steps.
3. **Develop a request for proposals (RFP).** The ACT Committee will develop a request for proposals from qualified service providers to review the feasibility of delivering services to the zones identified below. The RFP will consider financial needs and logistical considerations.
4. **Apply for funding.** Funding will support the RFP process as well as any resulting pilot program.



5. **Support non-bus-service related transportation solutions.** These include supporting the local response to return of the Northlander Passenger Rail Service (such as exploring the addition of stops, promotion, etc.), Carpool Almaguin, and other opportunities.
6. **Encourage regional communication and inclusion.** The ACT will work to keep municipalities and stakeholders up to date on the progress of the project.

Service Delivery Structure & Phase 2 Report

The ACBP Phase 1 update established that the preferred deliver structure was to procure transportation services through an established private sector provider. This structure was seen as favourable as it reduces risks to municipal partners (capital asset management, insurance, and liability) while maximizing efficiencies through accessing industry expertise, processes, and fleet assets.

The service delivery concept for these zones involves a weekly on-demand service within each zone on a specified day of the week. Services will provide users with transportation to staple destinations (grocery stores, post office, hardware, convenience, etc.).

Semi Monthly all-zone trips to the Town of Huntsville and/or the City of North Bay will be organized using central pick-up points along the Highway 11 Corridor with the possibility of supporting transportation from outlying community centres (Sprucedale and Kearney).

The following pilot zones have been established to facilitate financial analysis and logistical considerations.

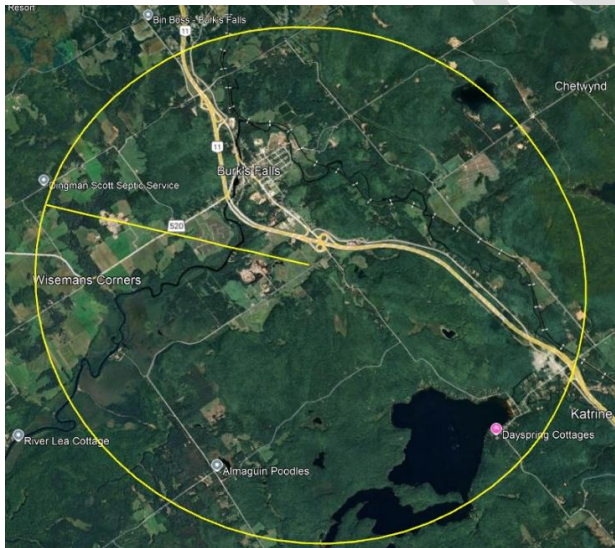
ZONE 1: Village of Sundridge & Township of Strong



Key Considerations

- 5KM Radius from the Sundridge Village Centre.
- Service to businesses and services in Downtown Sundridge and Highway 124/John Street Commercial Areas.

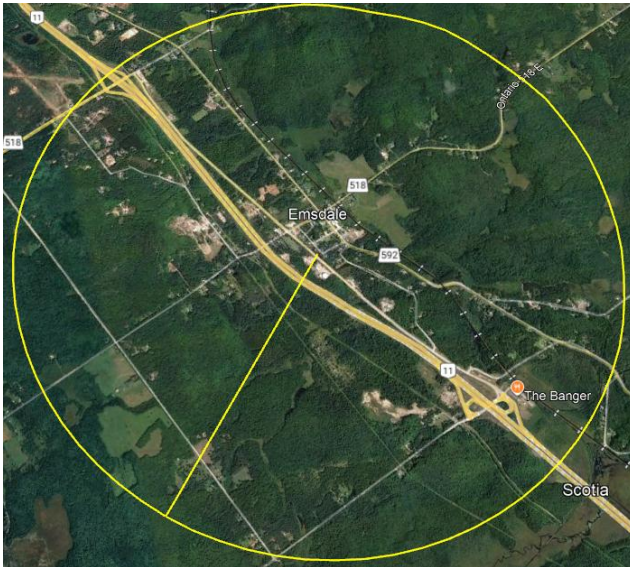
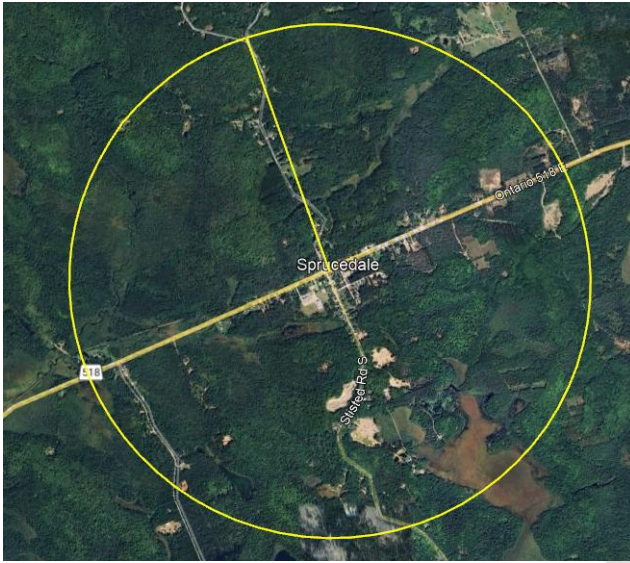
ZONE 2: Village of Burk's Falls and Townships of Armour & Ryerson



Key Considerations

- 5KM Radius from Ferguson Road (to include pick-ups in Katrine).
- Service to Downtown Burk's Falls & Commercial Drive.

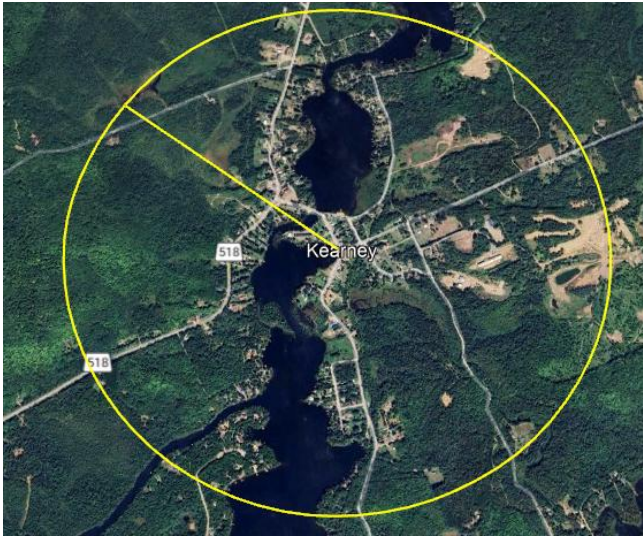
ZONE 3: 518 Corridor East – Townships of McMurrich Monteith & Perry



Key Considerations

- Sprucedale - 1.3KM radius of Stisted Rd. / 518 Intersection (Top)
- Emsdale – 2.5KM Radius from Marshall Well Drilling (Bottom)
- Service to Hwy 518/Emsdale Road commercial area & Hope's Foodland / Novar along HWY 592.

ZONE 4: 518 Corridor West – Town of Kearney and Township of Perry



Key Considerations

- Kearney – 1.3KM Radius from Main St. / Rain Lake Road intersection.
- Emsdale – 2.5KM Radius from Marshall Well Drilling (Pictured above)
- Service to Hwy 518/Emsdale Road commercial area & Hope's Foodland / Novar along HWY 592.

Almaguin Community Transportation Committee

MINUTES

March 27, 2025

The ACT Meeting was held at the Township of Armour Office and virtually on March 27th at 10:00 a.m.

Present:

Caitlin Haggart – Clerk Strong
Dan Robertson – Councillor Ryerson
Chris Hope – Mayor Burk's Falls
Jim Ronholm – Councillor Strong
Dave Gray – CAO Armour
Courtney Metcalf – EDO ACED
Tanvir Kabir – EDO South River

Group Discussion:

- Current Zones were discussed, including:
 - Central Almaguin – Sundridge/Strong,
 - Burk's Falls/Ryerson/Armour,
 - Hwy 518 Corridor – Kearney/Perry/ Sprucedale.
- Prior to applying for funding, the organization of the ACT Committee needs to be established.
- A lead municipality will need to be determined prior to applying for funding.
- Incorporation of a Transportation/Transit Committee was discussed.
- The current Terms of Reference does not include a procedural by-law which are needed to move forward. Questions raised during the discussion – Which municipality will take the lead? Will this committee need a dedicated employee?
- It was suggested that a request to member municipalities and Clerks be put forward to determine a lead municipality.
- Project Phases were discussed, including:
 - Phase 1- RFP for 'consulting company' to map out the logistics
 - Phase 2 – Put it out for tender for the services needed
- Armour Township was proposed as municipality to follow the procurement by-law and procedural by-laws until a lead municipality is determined.
- The Committee will remain open to all regional partners who may wish to participate as an observer. Armour is hosting the next Clerks and Treasurers meeting, and the Transportation Committee will be discussed at that next meeting so that all municipalities will be aware of the progress to date.
- Logistics of the Transportation Zones were discussed, including pickup and drop off windows, on-demand services, weekly schedules. The Burk's Falls bus offered 'hub-to-hub' services at designated locations, and 'point-to-point' home-based stops would cost more outside of the main communities. Multi-community services could also be potentially viable.

- A Phased in approach to the zones was discussed:
Phase 1- within a 5km radius of main village hubs
Phase 2: keep track of considerations for growth beyond the pilot project.
- It is important to track where people are coming from, what municipalities people are living in, how many people outside of the 5km radius are asking for the services, and how frequently services are being requested.

Next Steps:

- Determine a lead municipality
- Develop a full report of the progress to-date, with images/maps of zoning
- Issue an RFP for a consulting company to help design the pilot program
- Apply for funding to run the pilot program
- Issue a Tender to carry out the bus service for a 1-year pilot program contract
- Determine other non-bussing transportation solutions that can be explored by the ACT Committee

Resolutions:

1. 2025-1 – MOVED BY: Dan Robertson, SECONDED BY: Chris Hope
Be it resolved that the Almaguin Community Transportation Committee call the March 27th, 2025, meeting to order at 10:34. Carried
2. 2025-2 – MOVED BY: Chris Hope, SECONDED BY: Dan Robertson
Be it resolved that the Almaguin Community Transportation Committee hereby appoint the following members to the interim positions of:
Chair: Dave Gray
Vice Chair: Jim Ronholm
Secretary: Courtney Metcalf
Carried
3. 2025 -3 – MOVED BY: Jim Ronholm, SECONDED BY: Dan Robertson
Be it resolved that the Almaguin Community Transportation Committee adopt the procedural and procurement policies of the Township of Armour. Carried
4. 2025-4 – MOVED BY: Chris Hope, SECONDED BY: Dan Robertson
Be it resolved that the Almaguin Community Transportation Committee welcome and recognize representative from municipalities as observers. Carried
5. 2025-5 – MOVED BY: Chris Hope, SECONDED BY: Jim Ronholm
Be it resolved that the Almaguin Community Transportation Committee adjourn the March 27th, 2025 meeting at 11:17a.m. Carried

Next Meeting: Thursday May 8th, 2025 at 10:00 a.m.

Parry Sound Provincial Offences Act

Court Manager's Report Q1 2025

Staffing

We are pleased to announce Carolyn Laurier's successful completion of her 6-month probationary period. Serving as POA Court Clerk for the Town, Carolyn has quickly become an invaluable asset to our team. She has already positively contributed to court efficiencies and organization and has shown great tact with our Judiciary and external partners.

James Anderson Retirement

James Anderson's last day as POA Part 1 prosecutor is May 31, 2025. Mr. Anderson has served as the POA Prosecutor for the District for 25 years.

I wish to express my sincere gratitude for the professionalism and dedication he has exhibited during his tenure. His unwavering commitment to excellence and integrity has set a high standard and served as an inspiration to all around him.

His contributions to POA Court Services have been immensely valued. He has consistently demonstrated a meticulous approach to his work, ensuring the efficient and fair handling of cases which has greatly bolstered the credibility and efficiency of our operations. His proactive nature and willingness to go above and beyond have been instrumental in driving improvements and fostering a collaborative working environment.

The commitment he has shown not only to his responsibilities but to the overreaching goals of our services has not gone unnoticed. His efforts have significantly impacted our community, ensuring that justice is served, and public trust in our systems is maintained. The relationships that he cultivated with colleagues are a testament to his collaborative spirit and leadership.

The district has been fortunate to benefit from his insights and dedication and his presence within our team will certainly be greatly missed.

POA Part 1 Prosecutions

Beginning June 2, 2025, Michelle Scott will be the POA Part 1 prosecutor. Mrs. Scott has acted as Mr. Anderson's backup in recent years, assisting with overflow cases and serving as his substitute in court when necessary. Mrs. Scott has extensive experience collaborating with our staff, the judiciary, West Parry Sound OPP and various other enforcement agencies within our district. The handover of files from Mr. Anderson to Mrs. Scott is almost complete and will surely be a seamless transition.

Canada Post Strike

POA may face a similar postal strike situation as it faced November 15, 2024, which created some significant short-term backlogs. It is expected that to mitigate potential prejudices in POA proceedings caused by disruptions in postal services, the Ontario Court of Justice will issue an order similar to that ordered in 2024, to extend specific time limits under the Act. Key measures may include extensions for mailing Notices of Intention to Appear, handling defaulted convictions, and adjusting fine payment deadlines. POA Parry Sound suspects that these timelines will be prolonged by 30 days following the conclusion of the strike.

Such an order would impact several operational processes such as the Fail to Respond dockets/convictions, driver's licence suspensions, and collections activities.

Consequently, routine daily and month-end reports would be deferred until 30 days after the strike ends.

POA Collections

The Municipal Court Manager's Association (MCMA) includes multiple specialized committees, among which is the Collections Committee. In recent years, the Collections Committee established the POA Collections Innovation Working Group (Working Group). This group consists of representatives from various municipalities across the

province, aiming to ensure comprehensive representation of municipal interests. The group's objective is to collaborate directly with the Ministry of the Attorney General (MAG) to advocate for advancements in the municipalities' capabilities to collect fines related to provincial offences. The Working Group has recently begun collaborating with organizations such as the Association of Municipalities of Ontario (AMO) and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) to garner additional support in lobbying MAG.

The Working Group, in collaboration with the MCMA Board of Directors (Board), developed a project charter outlining key priorities for POA collections. This charter was presented to MAG to identify shared priorities, focusing on those within MAG's jurisdiction that primarily involve legislative amendments, thereby circumventing technological changes which typically result in significant delays. In recent months, the Board and Working Group have achieved an unprecedented level of engagement with MAG, representing a considerable advancement.

These advancements are embodied in a mutually agreed-upon list of top priorities for POA collections, which MAG has adopted as legislative reform initiatives. These reforms are designed to enhance municipalities' capabilities to collect outstanding and aged fines, as well as to establish policies for increased enforcement.

POA Charges Received and Entered

Ticket Issuance						
	2025	2024	2023	2022	2021	2020
January	406	368	326	257	369	293
February	387	303	284	188	332	306
March	395	292	370	284	505	242
Q1 SUBTOTAL	1,188	963	980	729	1,206	841
April	436	293	273	281	416	85
May		430	537	297	442	359
June		258	439	205	484	271
July		407	484	346	674	487
August		571	483	266	394	410
September		284	342	267	350	367
Q3 SUBTOTAL		3,206	3,538	2,391	3,966	2,820
October		403	324	223	275	298
November		416	281	309	226	230
December		199	168	169	150	145
Total		4,224	4,311	3,092	4617	3493