

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR MEETING AGENDA (AS AMENDED)

January 13, 2026 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.

1. CALL TO ORDER:

- 1.1 Attendance, roll call:
- 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 the minutes from the regular meeting December 9, 2025, to be adopted as circulated. **(R)**

3. DECLARATION OF PECUNIARY INTEREST:

4. DELEGATION:

- 4.1 John Rose: Ice Carousel Project

5. REPORTS:

- 5.1 **ACTING CAO/CLERK:** Integrity Commissioner Agreement for Professional Services. **(R)** Planscape Brief Re: Zoning and OP. Report, Staff Shortage.**(R)**

5.2 **TREASURER:** Tax By-laws; Penalty on Current Taxes **(R)**, Interest on Tax Arrears **(R)**, Interim Taxation. **(R)**

6. **COMMUNICATION ITEMS:**

- 6.1 Donation Request: U13 Local League Hockey Team **(R)**
- 6.2 Request for Support RE: Canada Post Corporation Act affected Library services. **(R)**
- 6.3 Township of Perry Resolution: Removal of HST/GST from New Homes. **(R)**
- 6.4 Municipality of Magnetawan Resolution: Site Ready Funding **(R)**
- 6.5 OMERS Pension Plan. **(R)**
- 6.6 BESS Battery Project **(R)**

General Correspondence

- 6.7 Almaguin Highlands Health Council November meeting minutes.
- 6.8 Joint Building Committee annual permit summary.
- 6.9 Legion Poppy Campaign.

7. **CONFIRMING BY-LAW:**

- 7.1 To Confirm the meetings of Council. **(R)**

8. **CLOSED:**

8.1 Resolution to move to a closed meeting pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (d) as the subject matter being considered is regarding labour relations or employee negotiations; The general nature of the closed meeting is to discuss HR matters JBC.

And; pursuant to the Municipal Act 2001, c.25, Section 239 (2) (d) as the subject matter being considered is regarding labour relations or employee negotiation; The general nature of the closed meeting is to discuss HR matters.

9. **RETURN TO OPEN MEETING**

- 9.1 Joint Building Committee Resolution #2025-018. **(R)**

IMPORTANT DATES:

January 18-20, 2026, ROMA

January 27, 2026, Regular Council Meeting.

10. **ADJOURNMENT: (R)**

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

December 9, 2025 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **December 9, 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: Councillors: Abbott, Miller, Patterson and Robertson.

Absent: Mayor Sterling.

Staff in attendance: Brayden Robinson, Nancy Field, Joe Readman, Fred Schmeltz, and Jason Newman.

Public attending in person or electronically:

Notice of this meeting was posted on the website.

2. ADOPTION OF AGENDA

R-168- 25 Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council adopt the December 9, 2025 agenda as circulated.

3. ADOPTION OF MINUTES

R-169- 25 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that the minutes from the regular meeting on November 25, 2025, be adopted as circulated.

(Carried)

4. DECLARATION OF PECUNIARY INTEREST: None noted.

5. REPORTS:

FIRE CHIEF: J. Readman provided Council with a year end report. A discussions was had regarding the new fire hall build.

BY-LAW: J. Newman provided Council with a year end report on By-law.

ACTING CAO/CLERK: N. Field provided Council with the 2026 meeting schedule and a Boundary Road Agreement. Resolution noted below.

R-170- 25 Moved by Councillor Patterson, Seconded by Councillor Patterson,

Be it resolved that leave be given to introduce a Bill # 37-25, being a By-law to Enter Into a Boundary Road Maintenance Agreement with the Township of Armour and further; That By-law # 37-25 be a read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 9th day of December, 2025.

(Carried)

TREASURER: B. Robinson provided Council with a By-law to appoint auditors for 2025-2027. Resolution noted below.

R-171- 25 Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that leave be given to introduce a Bill # 38-25, being a By-law to Appoint an Auditor for the Township of Ryerson and further; That By-law # 38-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 9th day of December, 2025.

(Carried)

COUNCIL REPORTS:

6. BUSINESS ARISING/ACTIVITY LOG:

Council received a staff report from the Township of Strong regarding the letter received from the Village of South River pertaining to the proportional usage of Joint Building Committee reserves for insurance and legal costs.

F. Schmeltz provided Council with some updates on the East Road bridge. Discussions were had and questions were asked and answered.

Discussions were had regarding the shared services budgets and the fire hall project. Resolution is noted below.

R-172- 25 Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council hereby direct staff to sign the agreement with DOMM Construction to commence the build of the new Fire Hall.

(Carried)

7. COMMUNICATION ITEMS

Council received and reviewed the Emergency Management Training and Exercise. Resolution noted below.

Council discussed the garbage bag allocation for 2026. Resolution noted below.

R-173-25 Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council has received and reviewed the Municipal Emergency Control Group Training & Exercise summary for 2025.

(Carried)

R-174- 25 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council approves the issuance of 45 garbage bags, for 2026, to property owners with residences/cottages/licenses trailers on their property and tenants within the Township of Ryerson. Free garbage bags shall not be issued to property owners pf Commercial/Industrial operations.

(Carried)

General Information Items Received:

- Council received the Library minutes for October.
- Council received the Joint Building Committee meeting minutes for November.
- Council received the Almaguin Community Economic Development Report.
- Council received the Almaguin Community Economic Development October meeting minutes.
- Council received the Township of Armours resolution removing the holding provision for the firehall property.

8. CONFIRMING BY-LAW

R-175-25 Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that leave be given to introduce a Bill # 39-25, being a By-law to confirm the meetings of Council and further; That By-Law # 39-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 9th day of December 2025.

(Carried)

10. ADJOURNMENT:

R-176-25 Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that we do now adjourn at 7:02p.m.. The next regular meeting is scheduled for January 13, 2026, at 6:00 p.m.

(Carried)

MAYOR

ACTING CAO/CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: January 13, 2026 AT 6:00 P.M.

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

Be it resolved that Ryerson Township Council adopt the January 13, 2026 agenda as circulated.

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

Be it resolved that the minutes from the regular meeting on December 9, 2025 be adopted as circulated.

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

Be it resolved that leave be given to introduce a Bill # ____-26, being a By-law to appoint an Integrity Commissioner and further; That By-law # ____-26 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 January, 2026.

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

That Council of the Township of Ryerson authorize staff to temporarily close the municipal office due to staffing shortages on an as needed basis by posting a notice on the door.

Item # 5.2 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # ____-26, being a By-law to impose a penalty charge for non-payment of current taxes and further; That By-Law # ____-26 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 January 2026.

Item # 5.2 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # ____-26, being a By-law to impose an interest charge for non-payment of tax arrears and further; That By-Law # ____-26 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 January 2026.

Item # 5.2 on Agenda Moved by Councillor Robertson, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # ____-26, being a By-law provide for an interim tax levy for 2026 and further; That By-Law # ____ - 26 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 January 2026.

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

Be it resolved that Ryerson Township Council support the donation of \$ _____ towards the U13 Local League Hockey Team.

Item # 6.2 on Agenda Moved by Councillor Abbott, Seconded by Councillor Patterson,

Be it resolved that Ryerson Township Council supports the letter submitted by the Burk's Falls, Armour & Ryerson Union Library regarding the recent amendments made to the Canada Post Corporation Act in Bill C-15.

And further that the Mayor submits a letter of support to Scott Atchinson, MP.

Item # 6.3 on Agenda Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council supports the Township of Perry's resolution 2025-448 regarding the removal of HST/GST from new homes purchased as primary residences to support housing affordability.

And further that the resolution be circulated to the Prime Minister of Canada, Minister of Finance, Minister of Housing, Infrastructure and Communities, the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, MP Scott Aitchison, MPP Graydon Smith, and AMO.

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

Be it resolved that Ryerson Township Council supports resolution 2025-333 received by the Municipality of Magnetawan requesting that the Province of Ontario revise the grant funding criteria to include septic systems, drilled wells and propane or hydro as forms of effective infrastructure for industrial and commercial development.

Item # 6.5 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

WHEREAS the Ontario Municipal Employees Retirement System (OMERS) Pension Fund serves over 1,000 employers and over half a million employees and retirees from diverse groups including: municipal governments, school boards, libraries, police and fire departments, children's aid societies, and electricity distribution companies; and

WHEREAS the long-standing jointly sponsored governance model with two corporate boards has provided stability, accountability, and fairness for both plan members and employers for more than two decades; and

WHEREAS the Government of Ontario has passed legislative changes to OMERS' governance structure through Bill 68; and

WHEREAS these changes would replace the current OMERS Sponsors Corporation with a new Sponsors Council that would lose its corporate status and independent resources; and

WHEREAS the proposed model could allow pension decisions affecting municipal employers and employees to be made without meaningful municipal oversight, increasing financial risk for municipalities and local taxpayers; and

WHEREAS municipalities are already under significant financial strain and cannot absorb additional pension costs without consequences for property taxes or local services;

THEREFORE BE IT RESOLVED THAT Ryerson township does not support the legislative changes to the *OMERS Act* contained in Bill 68 and requests that the Government of Ontario reconsider the advisability of proceeding with these changes;

FURTHER BE IT RESOLVED THAT the Township of Ryerson Council supports the Association of Municipalities of Ontario (AMO) in calling on the Government of Ontario to maintain the current OMERS governance model, with two corporate Boards, as the structure that would best deliver on the long-term interests of municipalities, taxpayers, and employees.

BE IT FURTHER RESOLVED THAT this resolution be circulated to:

- The Honourable Rob Flack, Minister of Housing and Municipal Affairs;
- The Honourable Peter Bethlenfalvy, Minister of Finance;
- Scott Atcheson and Grayden Smith
- The Association of Municipalities of Ontario (AMO).

Item # 6.6 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that the Ryerson Township Council support recognizing the proper hard copy petition as 901 official oppositions to the BESS project that is proposed to be located in Armour Township

Item # 7 on Agenda Moved by Councillor Patterson, Seconded by Councillor Miller,

Be it resolved that leave be given to introduce a Bill # ____-26, being a By-law to confirm the meetings of Council and further; That By-Law # ____-26 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 January 2026.

Item # 8 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Resolution to move to a closed meeting pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (d) as the subject matter being considered regarding labour relations or employee negotiations; The general nature of the closed meeting is to discuss HR matters JBC.

And; pursuant to the Municipal Act 2001, c.25, Section 239 (2) (d) as the subject matter being considered is regarding labour relations or employee negotiation; The general nature of the closed meeting is to discuss HR matters.

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

THAT the Ryerson Township Council receives the Joint Building Committee Resolution #2025-018,

AND THAT Council accepts the proposed pay grid as presented by the Chief Building Official,

AND FURTHER THAT Council approves of the Deputy Chief Building Official being advanced to Step 2 of the pay grid effective January 1, 2026.

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

Be it resolved that we do now adjourn at _____. The next regular meeting is January 27, 2026 at 6:00 p.m.

TOWNSHIP OF RYERSON

28 MIDLOTHIAN ROAD

R. R. # 1

BURKS FALLS, ONTARIO POA 1C0

Phone 705 382-3232 Fax 705 382-3286

email: clerk@ryersontownship.ca

DELEGATION REQUEST FORM

NAME: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____

COUNCIL MEETING DATE: _____

PRESENTATION TO BE PROVIDED TO THE CLERK? YES NO

POWERPOINT REQUIRED? YES NO

GENERAL NATURE OF DELEGATION:

If more space is required please attach another page.

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

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

SIGNATURE: _____ DATE: _____

*If you have a digital signature or wish to create one, click on the signature box and follow the instructions.
If you do NOT have a digital signature, please print and sign the form.*

	<h2>Staff Report</h2>
To:	Council
From:	Acting CAO/Clerk, Nancy Field
Date of Meeting:	January 13, 2026
Report Title:	New Agreement, Integrity Commissioner Services
Report Date:	January 6, 2026

Recommendation: That the staff report regarding the renewal of the Integrity Commissioner (I.C.) Services agreement be received; and, further that the Agreement between the Corporation of the Township of Ryerson and ADR Chambers Inc. be renewed with the proposed changes. Staff recommend renewing this agreement.

Background: On the 19th day of December 2022, the Township of Ryerson entered into a three-year Agreement for Integrity Commissioner Service with ADR Chambers Inc, represented by Michael Maynard.

A Request for Proposal (RFP) was circulated for the I.C service and ten (10) Almaguin Municipal Clerks appointed an Evaluation Committee to evaluate the proposals; with the proposal from ADR Chamber Inc. receiving the highest combined score based on the evaluation criteria as detailed in the RFP.

That agreement came to the end of term at the end of 2025.

It's agreed that the services provided by ADR Chambers Inc. were acceptable by all parties and a new agreement was requested by each. The new proposal includes additional associate investigators for added flexibility, and an increase in the retainer to \$5,000 for the group for Ryerson from \$300 to \$500 annually (that is assuming that all parties do renew).

THE CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW ____-26

A BY-LAW TO APPOINT AN INTEGRITY COMMISSIONER

WHEREAS the *Municipal Act, 2001, S.O. 2001, c.25*, as amended provides that the powers of a municipal corporation are to be exercised by its Council through the adoption of By-laws;

AND WHEREAS Section 223.2 (1) of the *Municipal Act, 2001, S.O. 2001, c.25*, as amended, authorizes a municipality to appoint an Integrity Commissioner who is responsible for acting in an independent manner to apply the code of conduct of council and local boards and such other duties as may be assigned to them by the municipality;

AND WHEREAS the Corporation of the Township of Ryerson Council adopted a Code of Conduct for Council and its members of Committees in 2018;

AND WHEREAS an Integrity Commissioner is responsible for performing in an independent manner the functions assigned by the municipality;

AND WHEREAS by March 1, 2019, the *Municipal Act*, Part V.1, Accountability and Transparency, obliges municipalities in Ontario to appoint an Integrity Commissioner whose powers and duties are set out in the *Municipal Act, 2001, S.O. 2001, c.25*;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RYERSON ENACTS AS FOLLOWS:

1. THAT Michael Maynard of ADRC is hereby appointed Integrity Commissioner for the Township of Ryerson;
2. THAT Ben Drory, Ellen Fry, Jeffery Shapiro and Naomi Bussin of ADRC be appointed as Associate Investigators for the Township of Ryerson;
3. THAT the Corporation of the Township of Ryerson is hereby authorized to enter into an agreement with ADR Chambers Inc., herein referred to as ADRC, to provide Integrity Commissioner Services to the Township, attached hereto as Schedule A and forming part of this By-law;
4. THAT the Mayor and Clerk are hereby authorized to execute this agreement on behalf of the Corporation.
5. THAT this By-Law shall come into force and effect on the date of its passing.
6. THAT By-law 1-23 is hereby repealed.

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 January, 2026.

MAYOR

ACTING CAO/CLERK

THIS AGREEMENT FOR PROFESSIONAL SERVICES
made as of the __ th day of January 2026

BETWEEN:

Township of Ryerson
(hereinafter called “the Township”)

- and -

ADR CHAMBERS INC.
(hereinafter called “ADRC”)

WHEREAS the Township would like to retain the services of Michael Maynard of ADRC as its Integrity Commissioner under the authority of section 223.3(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 (the “Act”) to perform the Services of this position in accordance with the terms of the Act and the provisions of this Agreement;

NOW THEREFORE, the Township and ADRC for good and valuable consideration hereto covenant and agree as follows:

Services

1. ADRC agrees to provide Integrity Commissioner services with Michael Maynard of ADRC as the appointed Integrity Commissioner (the “Commissioner”), in accordance with the authority for such appointment as prescribed in Section 223.3 (1) of the Act. ADRC will also make available to the Municipality other ADRC support persons, as permitted by this Agreement, including Ellen Fry, Ben Drory, Jeffrey Shapiro and Naomi Bussin as Associate Investigators.
2. ADRC agrees to perform the services (the “Services”) as set out in section 223.3(1) of the Act.
3. Neither ADRC nor the Commissioner will provide legal advice and none of the advice provided in the delivery of the Services should be considered legal advice. Anyone who requires legal advice should seek that advice from a practising lawyer.
4. Services shall be performed in relation to the Township’s Code of Conduct, as amended. A copy of the Township’s current Code is attached to the Agreement as Schedule “A”.

5. The Commissioner is appointed for the purpose of addressing Integrity Commissioner-related issues. The Commissioner's jurisdiction over complaints is established only upon ADRC's receipt of a Formal Complaint. ADRC shall not provide advice to persons who wish to file or are thinking about filing a Formal Complaint to ADRC.
6. The Township may in writing at any time after the execution of the Agreement or the commencement of Services delete, extend, increase, vary, or otherwise alter the Code. The Township and ADRC may jointly agree to alter the services. ADRC shall have the option of terminating this Agreement immediately if the scope of the Services is materially altered without ADRC's consent.
7. (a) The Township may at any time, by giving 60 days' notice in writing to ADRC, suspend or terminate this Agreement and the Services or any portion thereof. This may be done for any reason. If the Township determines or is informed pursuant to this Agreement that ADRC has a conflict of interest, the Township may ask ADRC to make arrangements to ensure Services are provided without a conflict (whether through assignment or otherwise) in a manner satisfactory to the Township, failing which, the Township may terminate this Agreement. Upon receipt of written notice of termination, ADRC shall perform no further Services other than those reasonably necessary to close out the Services. In such an event, ADRC shall be entitled to payment for those Services rendered and disbursements incurred.

(b) Should a conflict of interest arise, ADRC shall disclose such conflict to the Township and shall make arrangements to ensure Services are provided without a conflict (whether through assignment or otherwise) in a manner satisfactory to both the Township and ADRC. If unable to address the conflict to the satisfaction of both the Township and ADRC, ADRC may, at any time by notice in writing to the Township, terminate the Agreement and the Services. Upon ADRC's delivery of written notice to the Township, ADRC shall not, without the consent of the Township's Clerk, perform any further Services other than those reasonably necessary to close out ADRC's Services. In such an event, ADRC shall be entitled to payment for those Services rendered and disbursements incurred.
8. ADRC shall perform the Services, in an independent and consistent manner to meet the requirements of the Township. ADRC shall complete the Services on a flexible and as-needed basis as required by the Township.
9. The Township acknowledges and agrees that ADRC shall make all final reports to Council. These reports to Council will be made using the proper administrative reporting procedures as directed by the Township's Clerk. Notwithstanding anything in this paragraph, ADRC may provide advice to Councillors on a confidential basis.

Term, Termination, and Expiration

10. (a) Subject to the provisions of this Agreement, the initial Term of this Agreement shall be for **three (3) years** and shall commence on the date of execution of the Agreement by both parties (the “Term”).

(b) Upon any termination of this Agreement, ADRC shall provide to the Township’s next Integrity Commissioner all material/documentation related to any investigations underway and such documentation/material shall become the property of the new Integrity Commissioner of the Township. In the event the Township has not contracted the services of a new Integrity Commissioner upon termination of this Agreement, ADRC shall make arrangements with the Township to transfer documentation/material relating to on-going investigations to the Township’s Clerk in a manner that satisfies ADRC’s concerns respecting confidentiality of the records while allowing their use for the purposes for which they were created.

(c) Following termination of the Agreement, ADRC shall retain all records and documentation relating to the Services for seven (7) years (the “Retention Period”). Upon completion of the Retention Period, ADRC shall dispose of the records.

Impartiality

11. ADRC acknowledges that neither ADRC, nor any of its employees or agents providing Services to the Township has any conflicts of interest. Specifically, ADRC acknowledges that neither the Commissioner, nor any other employee or agent of ADRC providing Services are employed by the Township, have any financial interest in matters involving the Township, have any interest in matters before the Township’s Council, or have any interest in any work undertaken by the Township. ADRC further agrees that ADRC, its employees and agents involved in providing Services will not have any involvement in political campaigning/endorsements, or related conflicts of interest, with any current member of the Township’s Council, Committees, Local Boards, or with any current member of a council, committee or local board of a local municipality within the Township preceding or during the Term of the Agreement. ADRC acknowledges that ADRC and the Commissioner shall be and always remain impartial and neutral. ADRC shall perform the Services skilfully, competently, and in accordance with the law.

Compensation

12. (a) The Township shall pay ADRC the following fees and disbursements for services rendered:

- a. Retainer Fee of \$500 per year + HST, charged annually upfront (includes the preparation of the Annual Report);
- b. The Hourly Rate shall be \$375 + HST for work performed by the Commissioner;
- c. The Hourly Rate shall be \$300 + HST for work performed by the Associate Investigator;
- d. Mileage for reasonable travel at a rate of \$0.60/km. The Township agrees that particulars of travel within the Township shall not be disclosed to the Township by ADRC if believed that doing so may compromise confidentiality of a complainant or participant in an investigation; and
- e. Reasonable disbursements at cost.

(b) Should ADRC require a meeting space in the Township during the course of an investigation, the Township shall provide such space in a Township facility on an as needed and as available basis. In arranging for such space, the Township will be mindful of the importance of confidentiality. For greater certainty, ADRC may request space in another Township facility where the space offered could, in the opinion of ADRC, give rise to confidentiality concerns.

(c) The Township will print ADRC's reports and will provide services with respect to service of summonses or subpoenas, as may be requested by ADRC at the expense of the Township.

(d) The Township shall provide public access to the Code through its website. The Township shall also provide information about the Code, the functions of the Integrity Commissioner, and the complaint process on its website. ADRC's Services do not include development of a website or such information. Review of the website content does not constitute part of ADRC's Services, unless requested.

(e) If the Township Clerk refuses to authorize any of ADRC's fees and expenses contemplated by the Agreement, ADRC is entitled to appeal such decision directly to the Township's Council.

(f) Should fees or expenses that ADRC feels are necessary for the reasonable performance of the Services be refused on appeal to the Township's Council, then the issue shall be resolved by arbitration pursuant to paragraph 30 of this Agreement.

13. ADRC shall not assume responsibility for, nor seek reimbursement from, the Township for any costs incurred by ADRC not specifically set out in the Agreement unless such costs are authorized, in writing, by the Township's Clerk (in advance).

14. ADRC shall submit an invoice to the Township for all services completed in the immediately preceding month. Interest at the annual rate of 12 percent per annum will be paid on the total outstanding unpaid balance commencing 30 days after the Township has received ADRC's invoice. Any applicable Harmonized Sales Tax shall be added to each monthly invoice as prescribed by law from time to time and shall be paid to ADRC by the Township. ADRC shall provide its HST Registration Number on all invoices to the Township.
15. ADRC shall provide copies of receipts with respect to any disbursement, for which receipts would normally be available, for which ADRC claims payment under this Agreement.

Insurance and Indemnification

16. (a) Indemnity

ADRC agrees to indemnify and save harmless and shall obtain, maintain, pay for and provide evidence of the following insurance.

(b) Professional and Commercial General Liability Insurance

ADRC shall obtain, maintain, pay for, and provide evidence of Professional Liability Insurance with limits of not less than \$2 million (\$2,000,000.00), inclusive per claim, covering services or activities by ADRC and ADRC's agents and employees (inclusive of the Commissioner) that are professional in nature and thereby excluded under the Commercial General Liability Policy.

ADRC shall obtain, maintain, pay for, and provide evidence of Commercial General Liability Insurance that includes as an additional insured the Township, with limits of not less than \$5 million (\$5,000,000.00) inclusive per occurrence for bodily and personal injury, death and damage to property including loss of use hereof.

(c) Workplace Safety and Insurance Board ("WSIB")

ADRC is not required to register with the WSIB and, upon request, can provide a letter from the WSIB attesting to this.

(d) *Municipal Act, 2001* Indemnity

The Township hereby provides the Integrity Commissioner and any person acting under the Integrity Commissioner's instructions with the indemnity provided for and required in section 223.3(6) of the Municipal Act, 2001, as amended by Bill 68 and effective March 1, 2019.

Representation of ADRC

17. ADRC is appointed under authority of subsection 223.3(1) of the Act and, as such, is responsible for performing the Services in an independent manner. ADRC and the Commissioner may be identified publicly as the Integrity Commissioner appointed by the Township. ADRC shall be an independent contractor and shall not be considered and shall at no time represent itself or permit any of its employees or agents to represent themselves to be legal counsel, an agent, or an employee of the Township.

Confidentiality

18. The Commissioner is entitled to have access to all books, records, electronic data processing records, reports, files, and all other papers, things or property belonging to or used by the Township or a local board that the Commissioner believes to be necessary for an inquiry.
19. ADRC, the Commissioner, and every person acting under the instructions of either ADRC or the Commissioner shall preserve secrecy with respect to all matters that come to their knowledge in the course of its Services, save and except information that may be disclosed in a criminal proceeding, as required by law or otherwise set out in subsection 223.5(2) of the Act.
20. ADRC shall comply with the confidentiality provisions of the Act and specifically the requirements set out in sections 223.5, 223.6, 223.7, and 223.8 of the Act.
21. Except as may be required by law, ADRC shall not disclose confidential information that was the subject of a closed meeting under section 239 of the Act, or which could identify a person concerned. Nothing herein precludes the ADRC from making public disclosure of information as is permitted by law.
22. In the event the Commissioner believes access is required to files and documents for which solicitor client privilege is claimed, then ADRC shall discuss such request with the Township's solicitor. If, in the opinion of the Township's solicitor, such request needs to be approved by the Township's Council, then the direction of the Township's Council will be sought by the Township's solicitor.
23. Upon receipt of a Formal Complaint pursuant to the Code, the Commissioner may conduct an informal investigation or may elect to exercise the inquiry powers under sections 33 and 34 of the *Public Inquiries Act*, as contemplated by subsection 223.4(2) of the Act.

General Conditions

24. Except as set out herein, neither ADRC, nor any person, firm, or corporation associated or affiliated with or subsidiary to ADRC shall have an interest either directly or indirectly with the business of the Township.
25. ADRC is not permitted to assign this Agreement in whole or in part, subject to paragraphs 26 and 27.
26. ADRC recognizes and agrees that the Commissioner has been selected by the Township to perform the Services based on his or her unique qualifications for the position, combined with the support systems provided by ADRC. In the event of any delegation of the Services by ADRC to an agent, employee, or other person beyond what is expressly set out in this Agreement, ADRC will notify the Township's Clerk of the identity of the proposed designate, as well as his or her qualifications, experience, and expertise necessary to perform the Services to the same standard.
27. Nothing herein shall preclude the Commissioner from delegating his or her authority to individuals referred to in this Agreement or such other individuals who may be agreed to by the Township in accordance with the provisions of the *Municipal Act, 2001*.
28. Powers and Services assigned to ADRC under this Agreement shall apply to ADRC only while in performance of the Services during the Term of this Agreement.
29. This Agreement supersedes all previous agreements, arrangements, or understandings between the parties whether written or oral in connection with or incidental to ADRC's Services.
30. Any dispute, difference or disagreement between the parties hereto in relation to this Agreement may be referred to arbitration. The parties will agree on a suitable arbitrator and if they are unable to do so, an arbitrator will be appointed by the ADR Institute of Ontario. The award of the arbitrator shall be final and binding upon the parties. The provisions of the *Arbitration Act, 1991*, S.O., 1991, as amended shall apply.
31. The headings used in the Agreement are for convenience of reference only and do not limit or otherwise affect the meaning of the terms, provisions, interpretation, or language of the Agreement.
32. This Agreement may be executed in one or more counterparts, each of which is deemed an original, but all of which taken together constitute one and the same instrument.

IN WITNESS THEREOF ADRC has set its corporate seal attested by the hands of its duly authorized officers and the Township has affixed its corporate seal attested by the hands of its duly authorized officers on the day and year first above written.

SIGNED, SEALED AND DELIVERED

The Township of Ryerson

PER:

Name:
Title:

Name:
Title: Clerk

ADR CHAMBERS INC.



Naomi Bussin
Director, Integrity,
Investigation & Resolution
I have authority to bind the
corporation

Schedule “A”

Code of Conduct



Code of Conduct

Township of Ryerson

Important Disclaimer: this protocol complies with the relevant provisions of the *Municipal Act, 2001*, SO 2001, c 25 (the “*Act*”). If you have any questions or concerns about this protocol or how to implement it, please contact Wishart Law Firm LLP. Wishart Law Firm LLP is not responsible for the results of any edit to this protocol other than as expressly authorized or directed by Wishart Law Firm LLP.

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1. Principles Upon Which This Code is Based

- 1.1 A municipality is a responsible level of government. Improving the quality of municipal governance and administration can best be achieved by encouraging high standards of conduct on the part of all Members. In particular, the public is entitled to expect the highest standards of conduct from the Members of its local government. In turn, adherence to these standards will protect and promote the Municipality's reputation and integrity.
- 1.2 Key statements of principle that underline this Code of Conduct are as follows:
 - a) Council, and its Members are the leaders of the Municipality both inside and outside its geographic boundaries. Especially in an age of social media and electronic messaging, strong positive management of the reputation of the Municipality is needed. The statements and behavior of Council affect the Municipality's reputation as a place to live and do business. Conflict and inappropriate conduct among Members, staff, officers and members of the public, adversely affects the Municipality's reputation and is to be avoided. Put differently, Council has a strong role to protect and promote the Municipality and its reputation as an excellent place to live, work and do business;
 - b) Members must serve and be seen to serve their constituents in a conscientious and diligent manner;
 - c) Members must be committed to performing their functions with integrity, avoiding the improper use of the influence of their office, and conflicts of interest, both real and perceived;
 - d) Members are expected to conduct themselves and perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny;
 - e) Members must recognize and act upon the principle that democracy is best achieved when the operation of government is as transparent and accountable to the Public as possible;
 - f) Members shall seek to serve the public interest by upholding both the letter and spirit of the laws of Parliament and the Ontario Legislature, as well as the laws and policies adopted by the Municipal Council;

- g) Members must not use the status of their position to inappropriately influence the decision of another individual or body. For example, to obtain a personal advantage for the Member, the Member's parents, children, spouse, staff, friends, associates, business or otherwise; or to disadvantage another party.
- h) Members shall be respectful of the role of staff to provide advice with political neutrality and objectivity and without undue influence from a Member or Members.

2. Application of this Code

2.1 This Code of Conduct applies to every Member.

3. Definitions

3.1 In this Code of Conduct:

- a) "Benefit" means preferential treatment, privileged access, favours or other advantage including, but not necessarily limited to, invitations to sporting, cultural or social events, access to discounts and loyalty programs and promises of a new employment.
- b) "Ceremonial Gift" means official gifts provided as part of the culture or practices of communities or government within Canada or internationally, which although they may be given to a Member, are accepted by a Member on behalf of a municipality and become the property of a municipality.
- c) "Child" means a child born within or outside marriage and includes any adopted child, step child, foster child and a person whom a Member has a demonstrated a settled intention to treat as a child of his or her family;
- d) "Confidential Information" means any information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing, or has decided to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* or any other law. Confidential Information also includes information of a corporate, commercial, scientific or technical nature received in confidence from third parties; personal information; information that is subject to solicitor-client privilege; information that concerns any confidential matters pertaining to personnel, labour relations, litigation, property acquisition, the security of the property of the Municipality or a Local

Board; and any other information lawfully determined by the Council to be confidential, or required to remain or be kept confidential by legislation or order.

- e) "Council" means the Council of the Township of Ryerson.
- f) "Gift" means free or discounted items or services and any item or service that would, viewed in light of all the circumstances, be regarded as a gift by a reasonable Person not including Ceremonial Gifts.
- g) "Hospitality" means the friendly reception and entertainment of guests, which may range from light refreshments at a meeting to expensive restaurant meals and sponsored travel or accommodation.
- h) "In-camera meeting" means a meeting, or part of a meeting, closed to the public pursuant to section 239 of the *Municipal Act, 2001*.
- i) "Information" includes a record or document written or otherwise;
- j) "Integrity Commissioner" means the Person appointed by by-law in accordance with section 223.3 of the *Municipal Act, 2001* and who is responsible for performing, in an independent manner, the functions assigned by the Municipality with respect to the application of the Code of Conduct for Members.
- k) "Local Board" means, for the purpose of this Code of Conduct, a local board other than:
 - i. A society as defined in subsection 2(1) of the *Child, Youth and Family Services Act, 2017*;
 - ii. A board of health as defined in subsection 1(1) of the *Health Protection and Promotion Act*;
 - iii. A committee of management established under the *Long-Term Care Homes Act, 2007*;
 - iv. A police services board established under the *Police Services Act* and/or the *Police Services Act, 2018*;
 - v. A board as defined in section 1 of the *Public Libraries Act*; and
 - vi. A corporation established in accordance with section 203 of the *Municipal Act, 2001*;

- l) "Member" means a member of Council, which shall include the Mayor/Reeve, members of Committees and members of Local Boards, unless, with respect to members of Local Boards, the context requires otherwise, and shall not include staff or ratepayers.
- m) "Officer(s)" means a person who holds a position of responsibility with definite rights and duties prescribed by statute or by-law.
- n) "Parent" means a person who has demonstrated a settled intention to treat a child as a part of his or her family whether or not that person is the natural parent of the child;
- o) "Person" includes a corporation, partnership, association and any other entity, as the context allows; and
- p) "Spouse" means an individual to whom an individual is married or with whom an individual is living in a conjugal relationship outside marriage.
- q) "Transparency" means that the municipality actively encourages and fosters stakeholder participation and openness in its decision-making processes. It means that the municipality's decision-making process is open and clear to the public.

4. Compliance with Declaration of Office

- 4.1 Every Member shall act in accordance with his or her declaration of office sworn pursuant to section 262 of the *Municipal Act, 2001*. A copy of the Declaration of Office is attached as Schedule "A".

5. Adherence to Council Policies and Procedures

- 5.1 Every Member shall observe and comply with every provision of this Code of Conduct, as well as all other policies and procedures adopted or established by Council.

6. Conduct at Meetings

- 6.1 Every Member shall conduct himself or herself properly and in a civil and respectful manner at meetings, and in accordance with the provisions of the Procedural By-law, this Code of Conduct, and other applicable law.

- 6.2 Members will respect the decision-making process. Members will attempt to accurately and adequately communicate the attitudes and decisions of Council, even if they disagree with a majority decision of Council.
- 6.3 Members shall strive to attend all Council Meetings. Any Member who is unable to attend a Council Meeting shall advise the clerk as soon as is reasonably possible of the reason for their absence.

7. Conduct Respecting Others

- 7.1 Every Member has the duty and responsibility to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation, and to ensure that the municipal work environment is free from discrimination and harassment. The Member shall be familiar with, and comply with, the Municipality's Workplace Anti-Violence, Harassment and Sexual Harassment Policy.
- 7.2 A Member shall not use indecent, abusive or insulting words, tone or expressions toward any other Member, any municipal staff or any member of the public.
- 7.3 A Member shall not speak in a manner that is discriminatory to any individual, based on any protected grounds. Protected grounds include: citizenship, race, place of origin, ethnic origin, colour, ancestry, disability, age, creed, sex/pregnancy, family status, marital status, sexual orientation, gender identity, and gender expression¹.

8. Conduct Respecting Staff and Officers

- 8.1 Under the direction of the senior administrative staff, and in accordance with the decisions of Council, staff and Officers are required to serve the municipal corporation as a whole. Every Member shall be respectful of the role of staff and Officers to provide advice based on political neutrality and objectivity and without undue influence from any Member or group of Members. Accordingly, no Member shall maliciously or falsely injure or impugn the professional or ethical reputation of any staff person or Officer.
- 8.2 Members shall acknowledge and respect the fact that staff carry out directions of Council, through senior staff, including but not limited to the treasurer, clerk, director of public works, and administer the policies of the Municipality. No Member shall perform, direct or attempt to undermine the duties of any staff person or Officer except in accordance with the Municipality's procedural by-law.

¹¹ See *Human Rights Code*, R.S.O. 1990, c.H.19

- 8.3 Every Member shall show respect for staff and Officers, and for their professional capacities and responsibilities.
- 8.4 No Member shall direct, instruct or compel any staff member or Officer to engage in partisan political activities or subject any staff member or Officer to threat or discrimination for refusing to engage in any such activity.
- 8.5 No Member shall use or attempt to further his or her authority or influence by intimidating, threatening, coercing, commanding or improperly influencing any staff person or Officer or interfering with that person's duties, including the duty to disclose improper activity.

9. Gifts, Benefits and Hospitality

- 9.1 For the purposes of this Code, Gifts, Benefits and Hospitality provided, with a Member's knowledge, to that Member's spouse, child or parent, or to his or her staff, that is connected directly or indirectly to the performance of the Member's duties, are deemed Gifts, Benefits and Hospitality provided to that Member.
- 9.2 No Member shall accept Gifts, Benefits and Hospitality connected directly or indirectly with the performance of his or her duties, unless permitted under one or more of the exceptions listed below:
- 9.3 Each of the following is recognized as an exception:
 - a) compensation authorized by law;
 - b) Gifts, Benefits and Hospitality of the kind that normally accompanies the responsibilities of office and is received as an incident of protocol or social obligation;
 - c) a political contribution otherwise authorized and reported as required by law, in the case of a Member running for office;
 - d) services provided without compensation by a Person volunteering their time in a function that would not normally be provided for compensation;
 - e) a suitable memento of a function honouring the Member;

- f) food, lodging, transportation or entertainment lawfully provided by any Provincial, regional or local government or board or political subdivisions of any of them, by the Federal government, a foreign government, or by those organizing a conference, seminar or event where the Member is speaking or attending in an official capacity;
- g) food and beverage consumed at a banquet reception or similar event, if:
 - i. attendance by the Member is for a legitimate municipal purpose;
 - ii. the Person extending the invitation, or a representative of the organization holding the event, is in attendance; and
 - iii. the value is reasonable;
- h) communications to the office of a Member, even if such communication would, in the ordinary course, require a subscription; and
- i) a sponsorship or donation for a community event organized or run by a Member, or a third party on behalf of a Member, subject to the limitations set out in any applicable municipal policy.

9.4 Except for exception 9.3 (c) (political contributions allowable by law), these exceptions do not apply where Gifts, Benefits and Hospitality are provided by a lobbyist or a lobbyist's client or employer. In this provision, a lobbyist is an individual, organization or business who or that:

- a) lobbies, or causes the lobbying of, any public office holder of the Municipality, the municipal council or corporation or a Local Board;
- b) the Member knows is attempting or intending to lobby the Member or any of the public, Persons or bodies listed in paragraph (a); or
- c) is maintaining an active lobbyist registration with the Municipality, whether or not with respect to any specific or current subject matter.

9.5 The exceptions in section 9.3 do not apply to a gift from an anonymous sender. No Member shall accept a gift from an anonymous sender. Where a Member receives a gift from an anonymous sender, the Member will turn the gift in to the Clerk who will donate the gift to a charity/organization on the Municipality's approved donation list.

9.6 In the case of any of the recognized exceptions in sections 9.3 (b), (e), (f), (h) and (i), to enhance transparency and accountability with respect to Gifts, Benefits and Hospitality, if the value of the Gift, Benefit or Hospitality is over \$300, or if the total value of Gifts, Benefits and Hospitality received from any one source during the course of a calendar year exceeds \$300, the Member shall file, within 30 days of receipt, or of reaching the annual limit, a disclosure statement with the Municipality or with its Integrity Commissioner.

9.7 The disclosure statement must set out:

- a) the nature of all Gifts, Benefits, and Hospitality;
- b) its source and date of receipt;
- c) the circumstances under which it was given and received;
- d) its estimated value or, if determinable, its exact value;
- e) what the recipient intends to do with any gift; and
- f) whether any gift will at some point be provided to the Municipality.

9.8 Every disclosure statement filed under this Code shall be made a public record and posted in a place available for public review.

9.9 Upon receiving a disclosure statement, the Municipality or the Integrity Commissioner, as the case may be, shall examine, or in the case of the Municipality, appoint a Person to examine, the disclosure statement to ascertain whether the receipt of any Gifts, Benefits, or Hospitality, in his or her opinion, acting reasonably, contravenes this Code. Making such determination shall include providing the Member an opportunity to provide an explanation as to why receipt of any Gift, Benefit or Hospitality at issue does not contravene this Code.

9.10 Should a determination be made that receipt of any Gift, Benefit or Hospitality contravenes this Code, the Member shall be directed to promptly return, dispose of, or reimburse the person giving the Gift, Benefit or Hospitality, for the full value thereof, as applicable or remit the value of any gift or benefit already consumed to the Municipality.

10. Confidential Information

- 10.1 **No Member shall disclose, release, sell or publish by any means directly or indirectly, to any person or to the public, any Confidential Information acquired by virtue of his or her office**, in any form including, but not limited to, written notes, reports, oral and video recording, pictures, electronic correspondence, and any form of social media except when required or authorized by Council or otherwise by law to do so.
- 10.2 No Member shall use Confidential Information for personal or private gain or benefit, or to disadvantage any other person or body.
- 10.3 Unless required by law, no Member shall disclose the substance of deliberations of meetings held *in-camera* and that are authorized to be held *in-camera* under the *Municipal Act, 2001* or any other legislation unless or until Council discloses such information at a meeting that is open to the public or otherwise releases such information to the public.
- 10.4 Without limiting the generality of the foregoing, no Member shall, without lawful authority, disclose or make personal use of any of the following types of Confidential Information:
 - a) Information concerning litigation, negotiation or personnel or labour matters;
 - b) Information the publication of which may infringe on the rights of any person (e.g. source of a complaint where the identity of a complainant is given in confidence);
 - c) Price schedules in any contract, tender or proposal document while such remains Confidential Information;
 - d) Information deemed to be “personal information” under the *Municipal Freedom of Information and Protection of Privacy Act*; and
 - e) Any other information or statistical data required by law not to be released.
- 10.5 No Member shall obtain access, or attempt to gain access, to Confidential Information in the custody of the Municipality, Local Board or Committee except to the extent that such access is necessary for the performance of his or her duties and such access is not prohibited by Council or otherwise by law.

11. Use of Municipal Property, Services and Other Resources

11.1 No Member shall use, or permit the use of, municipal equipment, land, facilities, supplies, services, staff or other resource, including any municipally-owned information, website, or funds allocated for Member expenses, for any purpose or activity other than the lawful business of the municipal corporation. No Member shall seek or acquire any personal financial gain from the use or sale of Confidential Information, or of any municipally-owned intellectual property including any invention, creative writing or drawing, computer program, technical innovation, or any other information or item capable of being patented or copyrighted, for which property remains exclusively that of the Municipality.

12. Conduct of Election Campaign

12.1 Every Member shall comply with all applicable requirements of the *Municipal Elections Act, 1996* and with the Municipality's municipal or board resources rules and procedures established pursuant to section 88.18 of the *Municipal Elections Act, 1996*.

12.2 No Member shall use Confidential Information, facilities, equipment, supplies, services, or other resources of the Municipality, including any Member newsletter or website linked through the Municipality's website, for any election campaign or campaign-related activity. No Member shall undertake campaign-related activities on municipal property during regular working hours unless authorized by the Municipality.

12.3 No Member shall use the services of any person for election-related purposes during hours in which that person receives any compensation from the Municipality.

13. No Improper Use of Influence

13.1 No Member shall use the influence of his or her office for any purpose other than for the lawful exercise of his or her official duties and for municipal purposes.

13.2 No Member shall use his or her office or position to influence or attempt to influence the decision of any other person, for the Member's private advantage, the private advantage of the Member's parent, child, spouse, staff member, friend or associate, business or otherwise or the disadvantage of others. No Member shall attempt to secure preferential treatment beyond activities in which Members normally engage on behalf of their constituents as part of their official duties. No Member shall hold out the

prospect or promise of future advantage through the Member's supposed influence within Council in return for any action or inaction.

13.3 For the purposes of this provision "private advantage" does not include a matter:

- a) That is an interest in common with electors generally as defined in the *Municipal Conflict of Interest Act*;
- b) that affects a Member, his or her parents/children or spouse, staff, friends or associates, business or otherwise, as one of a broad class of persons; or
- c) that concerns the remuneration or benefits of a Member.

13.4 This provision does not prevent a Member from requesting that Council grant a lawful exemption from a policy.

14. Non-Compliance with this Code of Conduct – Sanctions

14.1 A Member found by the Integrity Commissioner to have contravened any provision of this Code, may be subject to one or more of the following consequences imposed by Council as referred to in the following:

- a) a reprimand;
- b) suspension of the remuneration paid to the Member in respect of his or her services as a Member of the Council or Local Board, for a period of up to 90 days;
- c) Other penalties, including, but not necessarily limited to:
 - i. Removal from membership of a Committee or Local Board;
 - ii. Removal as Chair of a Committee or Local Board;
 - iii. Require repayment or reimbursement of moneys received;
 - iv. Return of property or reimbursement of its value;
 - v. A request for an apology;
 - vi. Revocation of travel or another budget;
 - vii. Request for resignation; and

viii. Trespass order restricting access except for Council Meetings.

15. No Reprisal or Obstruction in the Application or Enforcement of this Code

- 15.1 Every Member must respect the integrity of the Code of Conduct and inquiries and investigations conducted under it and shall co-operate in every way possible in securing compliance with its application and endorsement. Any reprisal or threat of reprisal against a complainant or any other person for providing relevant information to the Integrity Commissioner or any other person is prohibited. It is also a violation of the Code of Conduct to obstruct the Integrity Commissioner or any other municipal official involved in applying or furthering the objectives or requirements of this Code, in the carrying out of such responsibilities or pursuing any such objective.
- 15.2 Every Member shall cooperate with the Integrity Commissioner if the Integrity Commissioner conducts an inquiry concerning an alleged contravention of this Code.

16. Statutes and Policies Regulating the Conduct of Members

- 16.1 In addition to this Code of Conduct, the following Ontario legislation also governs the conduct of Members:
 - a) the *Municipal Act, 2001* as amended;
 - b) the *Municipal Conflict of Interest Act*;
 - c) the *Municipal Elections Act, 1996*;
 - d) the *Municipal Freedom of Information and Protection of Privacy Act*;
 - e) the *Ontario Human Rights Code*; and,
 - f) the *Occupational Health and Safety Act*.
- 16.2 The following policies govern the conduct of Members:

Procedural By-Law	March 5, 2013	20-13
Accountability and Transparency	December 4, 2007	28-07

16.3 The *Criminal Code* also governs the conduct of Members.

16.4 A Member may become disqualified and lose his or her seat by operation of law, including being convicted of an offence under the *Criminal Code* or being found to have failed to comply with the *Municipal Conflict of Interest Act*, whether or not the conduct in question involves contravention of this Code of Conduct. In the case of any inconsistency between this Code and a Federal or Provincial statute or regulation the statute or regulation shall prevail. Should any provision of the Code become or be determined to be invalid, illegal or unenforceable, it shall be considered separate and several from the agreement and the remaining provisions shall remain in force.

17. Complaints Alleging Violation of This Code

17.1 Where a Member, a municipal employee, Officer, or a member of the public has reasonable grounds to believe that a Member(s) has contravened this Code, a complaint may be submitted to the Clerk's Department in the prescribed form which will be forwarded to the Municipality's Integrity Commissioner who will process it in accordance with the Integrity Commissioner Inquiry Protocol attached hereto as Schedule "B". The Complaint may also be submitted directly to the Integrity Commissioner in the event that such office is readily accessible.

17.3 Where a Member is found not to have contravened this Code, the Municipality is authorized to protect that Member against costs or expenses incurred by the Member as a result of the complaint proceedings.

DECLARATION OF OFFICE
(Section 232 of the *Municipal Act, 2001*)

I, _____, having been elected or appointed to the office
(*name of person*)

of _____
(*name of office*)

in the municipality of _____
(*name of municipality*)

do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second (or the reigning sovereign for the time being).

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me)
at the)
.....) _____
.....) signature of declarant
on)
20.....)

Commissioner for taking Affidavits

Council Brief

Prepared For: Township of Ryerson Members of Council
Prepared By: Planscape Inc.
Subject: Official Plan Review and Comprehensive Zoning By-law Update
Date: January 8, 2026

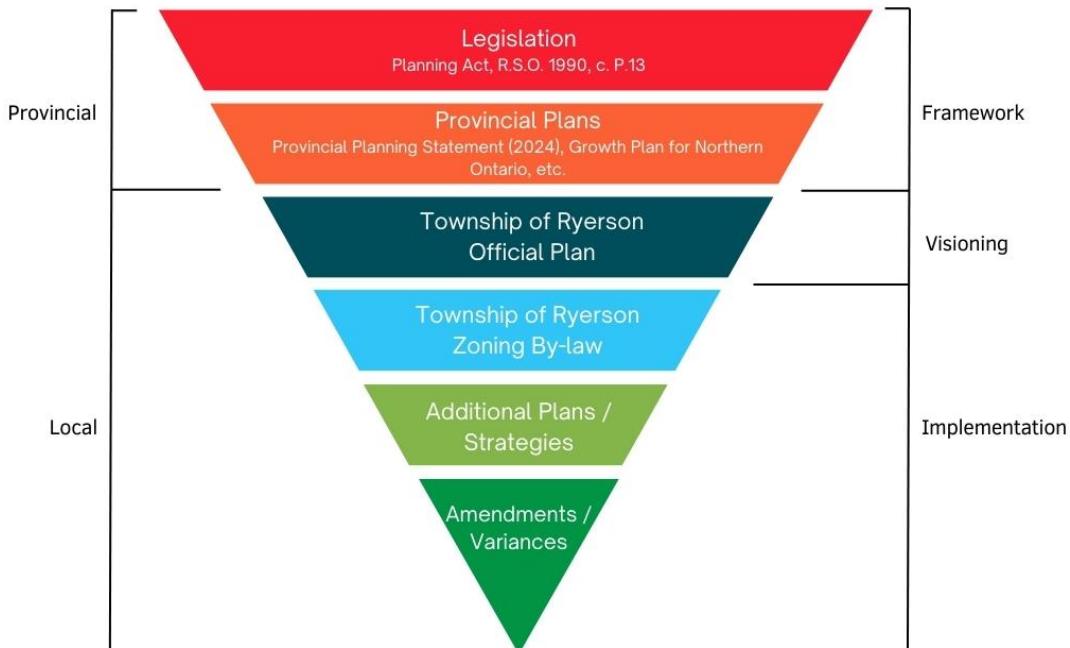
1. Introduction

This Brief provides an introduction and summary of work completed to date by Planscape Inc. in support of the Township of Ryerson's Official Plan (OP) and Comprehensive Zoning By-law (ZBL) update project. It outlines the progress made across key project components and identifies next steps as the project team continues to advance the project in coordination with municipal staff. The intent of this Brief is to provide Council with an introduction to this project and advise on the planned consultation touchpoints so members of Council may attend, participate and be informed for the purposes of constituent discussions.

2. Project Purpose

Planscape Inc. will complete a concurrent and comprehensive review of the Municipality's Official Plan and Zoning By-law that is consistent with the most recent Provincial Planning Statement (2024) and the *Planning Act*. Figure 1 illustrates the hierarchy of Planning Policies in Ontario for context for these undertakings.

Figure 1. Hierarchy of Planning in Ontario.





3. Project Status Summary

- A project Kick-Off Meeting was held with Town Staff on December 10th, 2025. A project pre-consultation meeting with the Ministry of Municipal Affairs and Housing (MMAH) is scheduled for January 15, 2026.
- To facilitate review and editing, both the current Official Plan and Zoning By-law have been converted into a Word document. A redline version of the Official Plan is currently in progress. This draft will be reviewed internally before being circulated to Township staff for review.
- Zoning by-laws from comparable rural municipalities have been reviewed for comparison. These documents will inform the structure and policy direction of the updated ZBL for the Township of Ryerson.
- The preparation of a draft Table of Contents for the ZBL is currently underway. Once complete, this draft will be reviewed internally before being circulated to Township staff for feedback. Although this component is ahead of schedule, it is not dependent on the Official Plan review and can proceed concurrently.
- A draft Stakeholder Engagement Plan has been prepared that identifies potential groups and agencies that may be contacted to provide feedback and suggestions for updates to the Official Plan and Zoning By-law documents.
- The Engagement Plan also outlines methods to communicate the project to residents and agencies to maximize public participation and transparency. Planscape Inc. will also utilize the Township's circulation lists, which will support the development of a tailored circulation list for news releases, public notices, and other engagement opportunities.
- Content for the project webpage has been prepared and is with staff for review. The project webpage will be a project repository where document, presentations, status updates and feedback mechanisms are stored during the project. The intent is to have a complete public project record available to increase ease of access for residents.



4. Project Schedule Summary

Figure 2 has been provided as a visual summary of the key tasks by phase. The project schedule identifies that the Official Plan will be brought to Council for adoption prior to submitting to MMAH for approval in June. Similarly, the updated zoning by-law will come to Council for approval in June. Statutory public meetings as required are planned for May 2026.

Figure 2. Project schedule

	Description	2025		2026					
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Phase 1 - Project Initiation, Background and Policy Directions									
1.1	Project Kick-Off and Directions Meeting with Township Staff (virtual)	M							
1.2	Pre-Consultation with MMAH		M						
1.3	Prepare Draft Stakeholder Engagement Plan	D							
1.4	Document Review and Analysis of Planning Documents								
1.5	Project Introductory Brief to Council		M						
Phase 2 - Official Plan Preparation, Engagement and Approval									
2.1	Draft Official Plan and Schedules			D					
2.2	Conduct Open House, Engagement Sessions and Section 26 Statutory Public Meeting (in person)			M					
2.3	Reviewed Draft / Final Official Plan, Schedules and OPAs				D				
2.4	Statutory Public Meeting (in person)					M			
2.5	Adoption of Plan by Council (virtual)						M		
2.6	Formal Submission (package) of adopted Official Plan to Municipal Affairs and Housing (MMAH)							D	
Phase 3: Zoning By-law Preparation, Engagement and Approval									
3.1	Draft Zoning By-law and Schedule Circulation			D					
3.2	Conduct Open House and Engagement Meetings (in person)			M					
3.3	Review of Draft / Final Zoning By-law and Schedules				D				
3.4	Statutory Public Meeting (in person)					M			
3.5	Council Approval of new Zoning By-law (virtual)						D		

Council Brief: Official Plan Review and Comprehensive
Zoning By-law Update



5. Conclusion

The Official Plan and Zoning By-law projects are well underway. Planscape appreciates the efforts of staff as we complete the background phase and continue with the internal drafts of both documents.

We invite Council to share their thoughts, ideas, concerns and suggestions with staff to provide to the project team as we move forward.

Sincerely,
PLANSCAPE INC.

Debbie Vandenakker, MCIP, RPP, PMP
Senior Planner

Township of Ryerson Project Webpage Content for the Official Plan Review and Zoning By-law Update

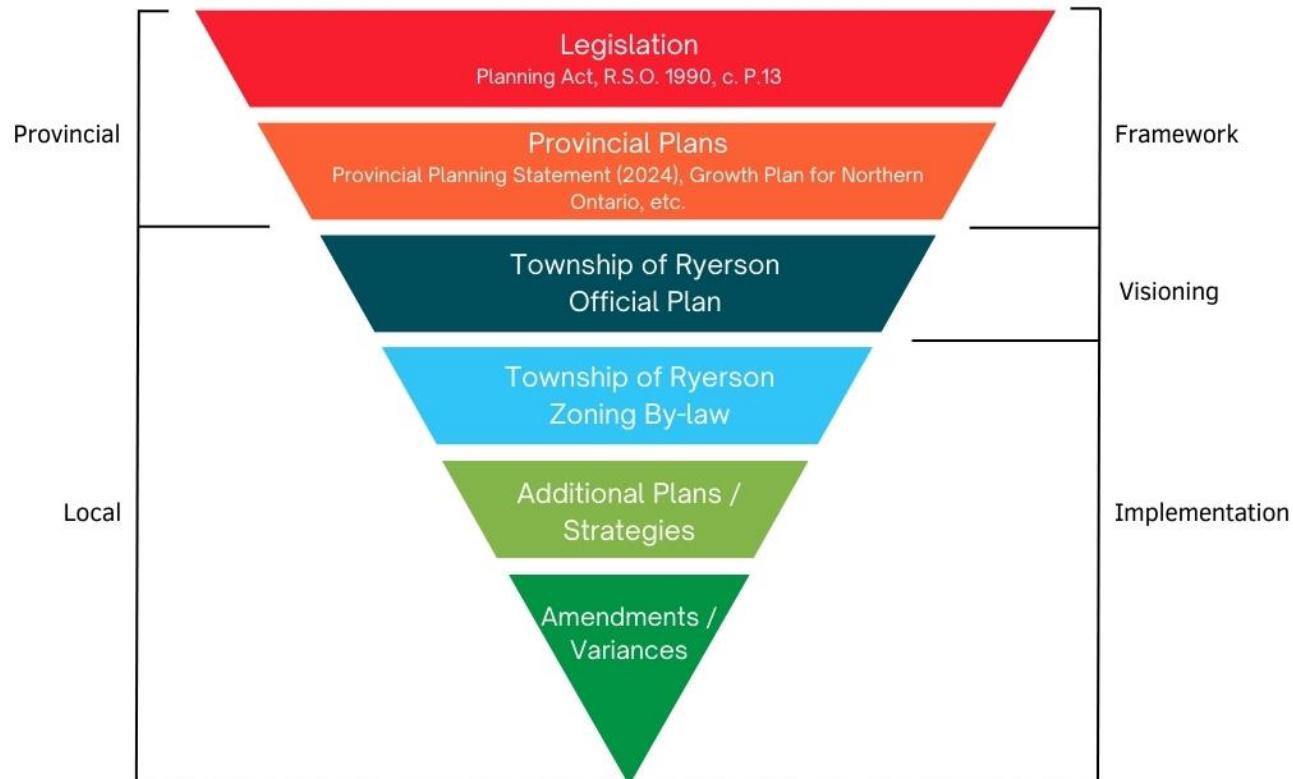
Project Overview

The Township of Ryerson is undertaking a review of the Official Plan (OP) and Zoning By-law (ZBL) update, which will set the framework for how the Township grows over the coming years, while ensuring that local policies align with Provincial requirements.

The purpose of this project is to:

- Ensure that the Township of Ryerson's Official Plan is consistent with the Planning Act, Provincial Planning Statement (2024) and any other regulatory requirements.
- Provide specific policies for local issues, such as rural development, waterfront development, residential development, environmental protection, and community building and planning.
- Update the Zoning By-law to accurately regulate permitted land uses and provisions that align with the Township's overall vision and goal.

Land use planning in Ontario is governed by provincial authority, with the legislative hierarchy illustrated below:



Visit the Ministry of Ontario website for the Citizen's guide to land use planning, including Official Plans: [Official plans | Citizen's guide to land use planning | ontario.ca](https://www.ontario.ca/page/citizens-guide-land-use-planning)

For Provincial Guidance on the content of Official Plans: [Provincial Planning Statement, 2024 | ontario.ca](https://www.ontario.ca/page/provincial-planning-statement-2024);

What is an Official Plan

An Official Plan is a long-term policy document that sets out objectives and policies that guide how land is developed within a municipality. It provides the foundation for planning decisions made by Township staff and Council, ensuring growth and development aligns with community visions and provincial requirements.

The Township of Ryerson's current Official Plan was adopted in August 2003 and received approval from the Ontario Municipal Board (OMB) in March 2010.

What is a Zoning By-law

A Zoning By-law is a regulatory document that implements the policies of the Official Plan by setting out detailed provisions for how land can be used and developed within a municipality. It establishes land uses and development standards to support sustainable growth and development.

The Township of Ryerson's current Zoning By-law was approved in October 2014.

“Have Your Say”

Public engagement is a foundational component to this project. This project webpage will host relevant documents and updates. It will provide opportunities for members of the public to provide input and feedback and allow residents to subscribe to project updates as more information becomes available.

Public Open Houses and Engagement Sessions will be held in accordance with the Planning Act requirements, providing residents and special interest groups the opportunity to provide project feedback.

Our approach to engaging the Township of Ryerson is outlined in the Stakeholder Engagement Plan. This Plan outlines the engagement goals, approach and methods, and plan/schedule to ensure a transparent planning process.

[\[LINK TO ENGAGEMENT PLAN\]](#)

Visit the Ministry of Ontario website for the [Citizen's guide to land use planning including Official Plans](https://www.ontario.ca/page/citizens-guide-land-use-planning).

SUBSCRIBE TO PROJECT UPDATES

PROVIDE A COMMENT

clerk@ryersontownship.ca

Project Timeline

Phase 1

Project Initiation

- Pre-consultation with Ministry of Municipal Affairs and Housing (MMAH)
- Background review
- Introductory Brief to Council
- Stakeholder Engagement Plan

Phase 2

Official Plan Review

- Draft Official Plan and schedules
- Open house, engagement sessions and Statutory Public Meeting
- Adoption of Official Plan by Council
- Formal submission package to MMAH

Phase 3

Zoning By-law Update

- Draft Zoning By-law and schedules
- Open house, engagement sessions, and Statutory Public Meeting
- Council approval of new Zoning By-law



Project Initiation

- Pre-consultation with Ministry of Municipal Affairs and Housing (MMAH)
- Background review
- Introductory Brief to Council
- Stakeholder Engagement Plan



Official Plan Review

- Draft Official Plan and schedules
- Open house, engagement sessions, and Statutory Public Meeting
- Adoption of Official Plan by Council
- Formal submission package to MMAH



Zoning By-law Update

- Draft Zoning By-law and schedules
- Open house, engagement sessions, and Statutory Public Meeting
- Council approval of new Zoning By-law

Next Steps

- Public Open House, engagement sessions, and Statutory Public Meetings to be held concurrently in February 2026.

	Staff Report
To:	Council
From:	Acting CAO/Clerk, Nancy Field
Date of Meeting:	January 13, 2026
Report Title:	Staff Shortage
Report Date:	January 12, 2026

Recommendation: That Council of the Township of Ryerson authorize staff to temporarily close the municipal office due to staffing shortages on an as needed basis by posting a notice on the door.

Background: From time to time, circumstances such as meetings, external appointments, illness, or family emergencies may result in insufficient staffing to keep the municipal office open. In these situations, staff are requesting Council's authorization to temporarily close the office on an as-needed basis and to post a notice on the office door advising the public of the closure.

CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW -26

BEING a By-Law to impose a penalty charge expressed as a monthly percentage charge for non-payment of current taxes or any class or installment thereof.

WHEREAS THE MUNICIPAL ACT, 2001, S.O. 2001, CHAPTER 24, SECTION 345 (2), provides for the Council by By-Law to impose a percentage charge as a penalty for non-payment of taxes or any class or installment thereof not exceeding one and one quarter percent on the first day of default and on the first day of each calendar month thereafter in which default continues, but not after the end of the year in which the taxes are levied, and,

WHEREAS the Council deems it advisable to enact such a By-Law,

NOW THEREFORE, the Council of the Corporation of the Township of Ryerson (hereinafter called the Corporation) enacts as follows:

1. That the Treasurer be authorized to add to the amount of all current taxes or any class or installment thereof due and unpaid, a penalty charge at the rate of one and one quarter percent on the first day of default and on the first day of each calendar month thereafter in which the default continues but not after the end of the year in which the taxes are levied.
2. That no penalty charge added to overdue taxes shall be compounded.
3. That any penalty charge on overdue current taxes imposed by any previous By-Law shall cease to have effect on the day of the penalty charge imposed by this By-Law comes into effect.
4. That this By-Law shall come into force on the day it receives third reading and is finally passed.

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 January, 2026.

MAYOR

ACTING CAO/CLERK

CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # - 26

BEING a By-Law to impose an interest charge expressed as a percentage per month for non-payment of tax arrears.

WHEREAS THE MUNICIPAL ACT, 2001 S.O. 2001, CHAPTER 24 SECTION 345 (3), provides for the Treasurer to add to the amount of all taxes due and unpaid, interest at the rate of one-half of one percent per month or fraction thereof from the 31st day of December in the year in which the taxes were levied until the taxes are paid provided that the Council may increase such rate to a rate not exceeding one and one quarter percent per month, and

WHEREAS Council deems it advisable to enact such a By-Law,

NOW THEREFORE, the Council of the Corporation of the Township of Ryerson (hereinafter called the Corporation) enacts as follows:

1. That the Treasurer be authorized to add to the amount of all taxes due and unpaid, interest at the rate of one and one quarter percent per month for each month or fraction thereof from the 31st day of December in the year in which the taxes were levied until the taxes are paid.
2. That no interest charge added to the arrears of taxes shall be compounded.
3. That any interest charge on the arrears of taxes imposed by any previous By-Law shall cease to have effect on the day the interest charge imposed by this By-Law comes into effect.
4. That this By-Law shall come into force on the day it receives third reading and is finally passed.

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 January, 2025.

MAYOR

ACTING CAO/CLERK

THE CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # -26

BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY AND THE PAYMENT OF INTERIM TAXES FOR THE YEAR 2026.

WHEREAS Section 317 (1) of the Municipal Act, 2001, provides that the Council of a local municipality may pass a by-law to impose an interim levy on the assessment roll for taxation in the current year for property in the municipality rateable for local municipality purposes;

AND WHEREAS Section 317 (3) of the Municipal Act, 2001, provides a set of rules for determining the interim tax payable, which are also subject to the municipality's discretion under Section 317 (9) of the Municipal Act, 2001, to decrease or increase the interim tax payable where it is felt that the interim amount would otherwise be too high or too low in relation to the total taxes that are anticipated to be levied on the property in the year;

AND WHEREAS the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

NOW THEREFORE the Municipal Council of the Corporation of the Township of Ryerson enacts as follows:

1. Interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the current year, and shall not exceed an amount equal to fifty percent (50%) of the final 2025 taxes on the property.
2. When calculating the total amount of taxes for the year 2025 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2025, an amount may be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
3. The said interim tax levy shall become due and payable in two installments due and payable on the 17th day of April, and the 15th day of May, 2026 and nonpayment of the amount on the dates stated in accordance with this section shall constitute default.
4. The Treasurer of the Township of Ryerson shall add to the amount of all taxes due and unpaid, interest at the rate of 1.25 percent on the first day of default and on the first day of each calendar month thereafter, being 15 percent per annum, and all by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.
5. Interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
6. The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessments roll, a notice specifying the amount of taxes payable.
7. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any instalment, does not affect the timing of default or the date from which interest shall be imposed.
8. The Treasurer of the Township of Ryerson may accept part payment on account of any taxes due, but such acceptance shall not affect interest under Section 4 of this By-Law.
9. This By-Law shall be deemed to come into force and effect on January 1, 2026 and shall apply to properties on the assessment roll for taxation in the current year as listed on that date or which were added to the roll after that date, including properties added after the date this by-law is passed.

Read a First, Second and Third time,
Signed, and the Seal of the Corporation
affixed thereto and finally passed this 13th
day of January, 2026.

MAYOR

ACTING CAO/CLERK

Tue 2025-12-09 3:14 PM

Name:: Kristen Roy

Email:: kristen.barry@hotmail.com

Phone: 705-492-0662

Message:: I am writing to share some exciting news about our U13 Local League hockey team and to respectfully request your support as we represent the Almaguin area on the international stage.

We are proud to announce that our team recently competed at the Silver Stick Regional Tournament in Haliburton, where we achieved an outstanding undefeated record. Our young athletes demonstrated exceptional skill, teamwork, and sportsmanship throughout three round robin games, the semi-finals, and the championship final, ultimately winning the entire tournament.

This remarkable achievement has earned our team a coveted spot at the Silver Stick International Competition, which will be held in Pelham, Ontario, from January 8-11, 2026. This prestigious tournament brings together top teams from across North America and represents a tremendous opportunity for our players to compete at the highest level of local league minor hockey.

Participating in this international competition comes with significant costs for our team. The cost of this tournament is \$1800 , not including transportation or accommodations, which represents a considerable financial challenge for our families.

As representatives of the Almaguin area, our team takes great pride in carrying forward the values of hard work, dedication, and community spirit that define our region. Any financial support that the township could provide would help ensure that all our players can participate in this once-in-a-lifetime opportunity, regardless of their family's financial circumstances.

Thank you for considering our request. We are grateful for your ongoing support of youth athletics in our community and would welcome the opportunity to discuss this request further at your convenience.

Sincerely,

Kristen Roy - Team Manager

Note: this is a boys and girls team, 11-12 year olds, the \$1,800 is just for registration fee. Any donation amount will help!

ALMAGUIN ICE DEVILS U13 LL WON THE REGIONAL SILVER STICK IN HALIBURTON



**AND QUALIFIED FOR THE
PELHAM SILVER STICK FINALS**

Burk's Falls Library

December 09, 2025

Good afternoon,

I would like to request your support to changes to the Canada Post Corporation Act which will affect the quality of services the library currently offers.

I have attached a letter for your consideration.

Nieves Guijarro

Burk's Falls, Armour & Ryerson Union Public Library

Box 620, 39 Copeland St.

Burk's Falls, ON P0A 1C0

705 382 3327

burksfallslibrary@gmail.com

www.burksfallslibrary.com

*"Where do you go to grow? Try your public library!
A Visit Will Get You Thinking"*



28 Midlothian Road, R.R. No. 1. BURK'S FALLS, ONTARIO P0A 1C0
705-382-3232 • Fax 705-382-3286 • www.ryersontownship.ca

January 13, 2026

Scott Atchinson, MP
House of Commons
Ottawa, Ontario
K1A 0A6

Dear Mr. Atchinson,

I am writing in relation to changes to the Canada Post Corporations Act in Bill C-15, An Act to implement certain provisions of the budget tabled in Parliament on November 4, 2025.

I am concerned with the amendment to the Canada Post Corporations Act included within C-15. C-15 repeals Paragraphs 19(1) (d) to (g. 1) of the Act. This section was the result of a Private Members' Bill (Bill C-321) which received Royal Assent in 2013 and was supported by all parties in the House of Commons. C-321 specifically amended the Canada Post Corporations Act to provide for a reduced rate of postage for library materials lent by a library to a borrower, including by means of an interlibrary loan. C-15 eliminates the provisions agreed to by the House of Commons and Senate in Bill C-321.

This change, if it is allowed to stand, will have a significant negative impact on libraries and the more than 8 million active library users across the country. Libraries in Canada have historically worked collaboratively to provide Canadians with timely, important intellectual and scholarly information. To achieve this, publicly funded libraries of all types depend on their ability to build networks among institutions to encourage borrowing and maximize the impact of their collections. In addition to sharing resources amongst libraries, individuals who are homebound or living in rural, remote, and Indigenous communities often rely on library materials being mailed through Canada Post.

Interlibrary loans are an essential part of how libraries in Canada operate and rely on the provisions of the Canada Post Corporation Act to provide access to materials for the millions of library users in Canada. If Canada Post can increase rates without any oversight from Parliament or the Government of Canada – as C-15 would permit - libraries across Canada will be devastated, put a strain on already surging library budgets and threaten their ability to offer this essential service for access, equity and literacy for all.

I am asking that you please raise this issue with Honourable Joël Lightbound, Minister of Government Transformation, Public Works and Procurement, in the House of Commons and strongly urge the government to withdraw this amendment to the *Canada Post Corporations Act*. To ensure that library products remain accessible for all of Canada through interlibrary loans, it is paramount that the amendment to the *Canada Post Corporations Act* does not pass.

Yours sincerely,

George Sterling
Mayor
Ryerson Township



***The Corporation of the
Township of Perry***

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: December 17, 2025

Resolution No.: 2025- 448

Moved By: Joe Lumley **Seconded By:** Paul Sowrey

Be it resolved that the Council of the Township of Perry hereby support the October 21, 2025 resolution of the Town of Bradford West Gwillimbury regarding the removal of the HST/GST from new homes purchased as primary residences to support housing affordability;

And that Council endorse the related November 3, 2025 supporting resolution of the Municipality of South Huron;

And that Council's supporting resolution be circulated to the Town of Bradford West Gwillimbury, Municipality of South Huron, the Prime Minister of Canada, Minister of Finance and the Minister of Housing, Infrastructure and Communities, the Premier of Ontario, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, MP Scott Aitchison and MPP Graydon Smith, AMO, and to all municipalities in Ontario.

Carried: ✓ Defeated: _____


Norm Hofstetter, Mayor

RECORDED VOTE

Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		



RESOLUTION NO. 2025- 333

DECEMBER 10, 2025

Moved by: Brad Kneller
 Seconded by: Bill Bishop

WHEREAS staff submitted an application for Invest Ready—Certified Site Designation, which was denied due to the absence of water, wastewater, and natural gas infrastructure;

AND WHEREAS staff subsequently met with representatives of the associated grant funding program, who advised that additional funding opportunities for rural communities would be forthcoming;

AND WHEREAS the Site Readiness Program for Industrial Properties has since been launched, with eligibility requirements stipulating that any missing infrastructure must be in place and serviceable within two years of acceptance into the grant funding program;

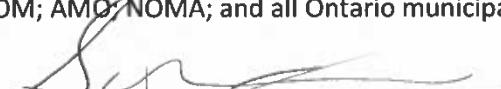
AND WHEREAS it is not financially feasible nor in the best interest of our ratepayers to install full municipal water, wastewater, and natural gas services, as the associated capital and operating costs would impose an undue financial burden on the Municipality's ratepayers;

AND WHEREAS alternative servicing solutions commonly used in rural and northern Ontario—such as properly designed and maintained septic systems for wastewater, drilled wells for drinking water, and propane or hydro for heat—are proven, reliable, and effective forms of infrastructure that can safely and efficiently support industrial and commercial development;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan urges the Province of Ontario to revise its grant funding criteria to recognize and accept these alternative servicing methods as eligible infrastructure, and to ensure that rural and northern municipalities lacking municipal gas, water, and wastewater systems are not excluded from support;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Victor Fedeli, Minister of Economic Development, Job Creation and Trade; the Honourable Graydon Smith, MPP for Parry Sound—Muskoka; the Honourable Scott Aitchison, MP for Parry Sound—Muskoka; FONOM; AMO; NOMA; and all Ontario municipalities.

Carried ✓ Defeated _____ Deferred _____


 Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



OMERS Governance Changes & Bill 68 Municipal Toolkit

Contents

What Municipalities Need to Know.....	1
Key Messages for Meetings with Ministers and MPPs.....	2
Questions and Answers	3

What Municipalities Need to Know

- OMERS governance changes in Bill 68 mean that municipalities will have less of a voice in the pension plan that we pay for
- The province will be able to make decisions about the plan through regulation, and municipalities (through taxpayers) and employees would have to cover any new costs
- An interest-based approach to benefits and contributions decisions creates greater financial risks for municipalities (e.g. decisions that could lead to higher contribution rates or lower benefits)
- Less sponsor control over the Administration Corporation makes it harder to hold administrators responsible for plan performance
- AMO believes that the current structure of OMERS, with two corporate Boards, is the model that would best deliver on the long-term interests of municipalities, taxpayers, and employees

What can municipalities do?

Tell government and local MPPs that pension governance matters, and that municipalities should have control over their own plan by:

- Passing a resolution
- Sending a letter
- Meeting with your local MPP
- Raising this issue in delegations at ROMA

What Happened?

The province passed legislation through Bill 68 that would allow the Minister of Municipal Affairs & Housing to dissolve the Sponsors Corporation and replace it with a Sponsors Council that lacks corporate status, independent resources, and fiduciary protections.

The legislation is based on observations made in a Special Advisor's report ("Poirier Report") on OMERS governance that the Sponsors Corporation decision-making is ineffective and disconnected from the needs of members, employers, and sponsors. AMO did not express these views to the Special Advisor.

Poirier Report recommendations and Bill 68 mean significant changes to OMERS governance:

- Shifts from a stewardship model focused on long-term sustainability and

affordability to one focused more on advocacy and interest-based bargaining

- Weakens sponsor and municipal employer oversight by shifting power to the administrator (Administration Corporation) with respect to appointments and resources
- Enables the Minister to make regulations related to Sponsors Council business, which risk interference in the plan design and new costs without the say of sponsors, employers, or employees

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts. Other recent examples include: banning municipal speed cameras and reducing local representation on Conservation Authority boards.

What AMO is Asking For

AMO believes that the current OMERS structure with two corporate boards is the model that would best deliver on the long-term sustainability of the plan. AMO is ready to work with the Minister of Municipal Affairs and Housing on a path forward that protects the independence and long-term stability of OMERS.

Key Messages for Meetings with Ministers and MPPs

- The OMERS pension plan is important to municipalities: it is a recruitment and retention tool and a valuable benefit for our employees.
- We are concerned about the OMERS governance changes because:
 - Municipalities have less of a voice in the pension plan that we fund and rely on
 - These changes could lead to higher costs for municipalities. We cannot afford new costs without increasing taxes or cutting services.
 - This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts.
- We believe that the current OMERS structure with two corporate boards is working; it provides predictability and stability. The current structure balances independence, accountability, and fairness across the many different employers and employees.
- Pensions need to stay independent and accountable. They cannot be politicized.
- We are asking you to work with AMO and the other plan sponsors to chart a path forward that limits major changes and protects the long-term interests of municipalities, taxpayers, and employees.

Questions and Answers

What is the main issue with the province's proposed governance changes to OMERS?

Dissolving the Sponsors Corporation and giving the Minister authority in plan design violates the “pay for say” principle: municipal governments and taxpayers will pay the contributions bill without a full say on sustainability and affordability.

Why is removing the Sponsors Corporation a problem?

The current Sponsors Corporation reconciles employer and employee interests through a corporate body, with expert advice and a mandate to protect long-term sustainability. This model shields sponsors from lobbying, pressure campaigns, and short-term decisions.

How does the proposed Sponsors Council enable interest-based bargaining?

The Poirier Report expressly contemplates employer and employee sponsor caucusing, thus bargaining. Without the corporate structure, the new Sponsors Council would be made up of 14 organizations with different priorities, advisors, and resources. This creates the conditions for horse-trading between sponsors and short-term wins for one sponsor at the expense of others.

Will this really cost municipalities and taxpayers money? What's the worst-case?

Employers and employees pay contributions to the plan and bear the risk if there is not enough money in the plan to pay out the benefits. The current governance model provides cost predictability; removing the Sponsors Corporation risks the opposite.

Prior to 2006, OMERS was fully controlled by the provincial government. From 1998-2003, the province imposed a contribution holiday (no contributions from employees or employers) due to a surplus. This decision along with the 2008 financial crisis led to a significant deficit in the pension plan. Contribution rates have still not returned to pre-1998 levels.

Are you saying the province is trying to interfere politically?

We're saying the structure must make interference impossible regardless of which government is in power. A good governance model protects pensions from political winds of any kind.



OMERS Governance Changes & Bill 68



Contents

- OMERS: Current Governance Model
- OMERS Sponsors Organizations
- What happened?
- What does this matter?
- Why municipalities need to care?
- What can we do?

OMERS: Current Governance Model

- Prior to 2006, OMERS was fully controlled by the provincial government, as its sole sponsor: decisions regarding pension benefits and contributions were the responsibility of the provincial government
- In 2006, the provincial government removed itself from plan oversight and devolved the plan's sponsorship to the employers and employees who contribute to the plan.
- Now, OMERS is a defined benefit jointly sponsored pension plan where employee and employer sponsors are jointly responsible for funding the plan and making decisions around plan design.
- OMERS is governed by two corporate boards, each made up of members appointed by employee and employer sponsor groups:
 - The **Sponsors Corporation** determines plan design, contribution rates, and appointments to the Administration Corporation Board.
 - The **Administration Corporation** is responsible for the overall administration of the Plan, including making investment decisions and paying pension benefits to retirees.

The current OMERS governance model of two corporate boards with distinct responsibilities works because it balances independence, accountability, and fairness across the many different employers and employees.

OMERS: Sponsor Organizations

Employer Sponsors	Employee Sponsors
Association of Municipalities of Ontario	CUPE Ontario CUPE 416/79
City of Toronto	OPSEU
Ontario Public School Boards Association & Ontario Catholic School Trustees Association	Police Association of Ontario
Ontario Association of Police Services Boards	Ontario Professional Fire Fighters Association
Ontario Association of Children's Aid Societies	Ontario Secondary School Teachers' Federation
Electricity Distributors Association	Retirees Group

*Sponsor organizations currently appoint members to the Sponsors Corporation and *nominate* members to the Administration Corporation (Sponsors Corporation reviews nominations and appoints to AC).

What happened?

- In 2024, the OMERS Sponsors Corporation conducted a regular review of contribution rates
 - Identified that lower-paid plan members were in effect subsidizing the retirement benefits of higher-paid plan members; adjusted rates to reallocate the financial burden in a more equitable way
- Following the release of this decision, the Police Association of Ontario, Ontario Professional Fire Fighters Association, and Metrolinx wrote to the Premier requesting a governance review
 - The government launched a review in 2024
- AMO/MEPCO has consistently stated that the current OMERS governance structure functions well and does not require structural change.
- In November 2025, the government:
 - Released the Report of the Special Advisor, containing recommendations for significant governance change
 - One day later, tabled legislative changes to the *OMERS Act* as part of Fall Economic Statement omnibus legislation
 - Passed legislation in early December

Why does this matter?

Report recommendations and legislation mean significant changes to OMERS governance that:

- Shifts from a stewardship model focused on long-term sustainability and affordability to one focused more on advocacy and interest-based bargaining
- Weakens sponsor and municipal employer oversight by shifting power to the administrator (Administration Corporation) with respect to appointments and resources
- Provides significant authority to the Minister to prescribe rules and regulations related to Sponsors Council business, which risk interference in the plan design and potential new costs without the say of sponsors, employers, or employees

This is another example of provincial overreach into areas of municipal responsibility without a clear rationale or a full understanding of impacts.

Why municipalities need to care?

- Municipalities have less of a voice in the pension plan that we fund
- Province will be able to make decisions about the plan through regulation, and municipalities and employees will have to cover any new costs
- An interest-based approach to benefits and contributions decisions creates greater financial risks for municipalities (e.g. decisions that could lead to higher contribution rates or lower benefits)
- Less sponsor control over the Administration Corporation makes it harder to hold administrators responsible for plan performance

Ultimately, municipal governments are the default funder of the pension plan. This new model creates a greater risk of funding shortfalls, which will need to be covered by municipal taxpayers.

What can we do?

- Tell government and local MPPs that pension governance matters, and that municipalities should have control over their own plan by:
 - Passing a resolution
 - Sending a letter
 - Meeting with your local MPP
 - Raising this issue in delegations at ROMA (key messages on next slide)

Key messages

- The OMERS pension plan is important to municipalities: it is a recruitment and retention tool and a valuable benefit for our employees.
- We are concerned about the OMERS governance changes because:
 - Municipalities have less of a voice in the pension plan that we fund and rely on
 - These changes could lead to higher costs for municipalities. We cannot afford new costs without increasing taxes or cutting services.
- We believe that the current OMERS structure with two corporate boards is working; it provides predictability and stability.
- Pensions need to stay independent and accountable. They cannot be politicized.
- We are asking you to work with AMO and the other plan sponsors to chart a path forward that limits major changes and protects the long-term interests of municipalities, taxpayers, and employees.

Appendix



Poirier Report Summary

	Recommendations
Sponsors Council	<ul style="list-style-type: none"> Wind down Sponsors Corporation and replace with a Sponsors Council Maintain current composition with the addition of five (5) non-voting members Re-establish employer/employee co-chair model and employer/employee sponsor caucuses
Appointments	<ul style="list-style-type: none"> Extend current Independent Board Chair term for three (3) years Sponsors to directly appoint members to Administration Corporation Board Give Administration Corporation Board veto (2/3 majority vote) over sponsor appointments
Resources	<ul style="list-style-type: none"> End corporate structure for Sponsors Corporation and access to independent resources Administration Corporation to reimburse Sponsors Council for “reasonable costs” Costs of arbitration be borne exclusively by sponsor organizations
Other	<ul style="list-style-type: none"> Legislate normal retirement age (NRA) 60/65 flexibility within plan text

Bill 68 Summary

- As part of Fall Economic Statement, Government introduced Bill 68 legislation to enact several (but not all recommendations)
- Provides authority to the Minister of Municipal Affairs & Housing to:
 - Dissolve Sponsors Corporation at a date determined by Ministerial order
 - Establish a Sponsors Council, subject to any rules Minister deems appropriate
 - Make regulations governing any elements of the Sponsors Council by-laws
 - Approve Sponsors Council by-laws, as established initially by the Administration Corporation
- Prohibits Sponsors from appointing:
 - to the Sponsors Council anyone who has been a member of the Administration Corporation Board or the Sponsors Corporation Board
 - to the AC anyone who has been a member of the Sponsors Corporation Board or the Sponsors Council



28 Midlothian Road, R.R. No. 1, BURK'S FALLS, ONTARIO P0A 1C0
705-382-3232 • Fax 705-382-3286 • www.ryersontownship.ca

January 13, 2026

The Honourable Rob Flack
Minister of Municipal Affairs and Housing
College Park, 17th Floor
777 Bay Street
Toronto, ON M7A 2J3

The Honourable Peter Bethlenfalvy
Minister of Finance
Frost Building South
7 Queen's Park Crescent
Toronto, ON M7A 1Y7

Dear Ministers Flack and Bethlenfalvy,

As an employer within the Ontario Municipal Employees Retirement System (OMERS) pension plan, I am writing to express the Township of Ryerson's concern with the legislative changes contained in Bill 68.

We share the province's commitment to ensuring OMERS remains strong, sustainable, and responsive to the needs of employers and employees alike. However, Bill 68 risks weakening the very principles that have made the OMERS model stable and accountable for more than two decades.

The changes in Bill 68 would dissolve the independent Sponsors Corporation and replace it with a new "Sponsors Council" that lacks corporate status, independent resources, and fiduciary protections. In practice, this would allow pension decisions to be made without meaningful municipal oversight, increasing financial exposure for local governments and, ultimately, local taxpayers.

At a time when municipalities are already stretched thin by rising costs, downloaded responsibilities, and growing service demands, we cannot afford new, unfunded pension liabilities or diminished accountability. Ontarians expect their local governments to protect public dollars; we need pension governance structures to do the same.

We believe that the current structure of OMERS, with two corporate Boards is the model that would best deliver on the long-term sustainability of the pension plan. This model works because it balances independence, accountability, and fairness between employers and employees.

We urge your ministries to work with the Association of Municipalities of Ontario (AMO) and all OMERS sponsors to chart a path forward on regulations, by-laws, and any further legislative changes. Municipalities stand ready to work collaboratively with the province to strengthen governance, enhance transparency, and protect the long-term interests of workers, communities, and taxpayers.

Sincerely,

George Sterling
Mayor
Township of Ryerson

From: lights@bellnet.ca <lights@bellnet.ca>
Sent: January 5, 2026 1:05 PM
To: Nancy Field <clerk@ryersontownship.ca>
Cc: 'Alice Hewitt' <alicehewitt660@hotmail.com>; 'Ana Cultraro' <ana.froggie@gmail.com>; 'Marie Odorizzi' <marie.odorizzi@gmail.com>; 'Grace McCoy' <gracegorilla@hotmail.com>; 'Joshua Ashley Awan' <theawanfamily2020@gmail.com>
Subject: BESS Battery Project

NO LITHIUM WAY CITIZENS UNITED INC.

January 5, 2026

To Township of Ryerson Council

We would like to thank you for your support in passing your resolution opposing the BESS project scheduled to be located in Armour Twp.

As you are aware at the latest Public Meeting we submitted a proper hard copy petition with original names, addresses and 901 signatures.

Our petition was created with the guidelines used by the Ontario Legislative Assembly. Unfortunately, at the last Armour Twp Council Meeting it is only being recognized as one submission and NOT as 901 official oppositions.

Once again, we are asking for your support in the format of a written submission or resolution requesting Armour Twp Council to recognize our proper hard copy petition as 901 official oppositions.

Thanking you in advance for your continued support.

NO LITHIUM WAY CITIZENS UNITED INC.

877-749-9994 Cell: 416-524-7764

Barry Burton

President



ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, November 6, 2025, 10:00 am in person at the Township of Perry Municipal Office and via Zoom.

Present: Jim Ronholm, Shawn Jackson, Margaret Ann MacPhail, Vickie Roeder-Martin (Vice-Chair), Rod Ward (Chair), Brad Kneller, Delynne Patterson, Sean Cotton, Deb Duce (Secretary), Norm Hofstetter

Regrets: Cheryl Philip, Tom Bryson

Guests: Cheryl Harrison, Deb Raynard, Courtney Metcalfe, Sandy Zurbrigg, Shelly van den Heuvel, Dr. Sarah MacKinnon.

Called to order at 10:00 a.m. by Chair R. Ward.

1. 2025-29 Moved by Norm Hofstetter. Seconded by Sean Cotton.

THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the amended agenda for the meeting of November 6, 2025.

2. DECLARATION OF PECUNIARY OF INTEREST: None

3. DELEGATIONS: None

4. RESOLUTIONS TO BE PASSED

2025-30: Chair expenses for attendance at the AFHTO Conference – accommodation & meals (\$921.94).

2025-31: Proposal for Engineering Services – Burk's Falls Health Centre – 150 Huston St.

5. ITEMS FOR DISCUSSION

a) Updates

- i. Muskoka Algonquin Healthcare
C. Harrison was unable to attend.
- ii. Almaguin Highlands Family Health Team)
D. Raynard shared that an NP will be starting in January 2025, the position of social worker has been filled, and mental health services are restraint. Also shared details on

the AFHT and HCC waitlists (AFHT 800 | HCC 300) and that the HCC data is under review. The plan is to attach 500 patients by spring 2026 and to clear the list by fall. AFHT has been in conversation with MPP Graydon Smith to discuss the McMurrich Monteith Township letter regarding MOH/OH criteria for primary care providers (PCP) in areas including MAOHT support for advocacy. Dr. MacKinnon shared background information on PCP numbers and no formalized agreement between AFHT and AHFHT to handle gap in region.

Lead to discussion of space needs (where to put more staff), Phase 2 [PCAT applications](#), and directions for municipalities in the future. The Chair noted that the task is to think of what is needed in the next 40 years. D. Raynard will ask T. Mintz if she can share the North Proposal with AHHC.

iii. Sundridge & District Medical Centre

Dr. S. MacKinnon shared that the SCMC has taken on 334 new patients since December 2024, has no waitlist, is currently on a repatriation campaign with letters to PCPs in Huntsville and Burks Falls, and has moved their waitlist to the evolved HCC list. Information was also shared on the renovation of their space. AHHC members were invited to tour the facility. Also noted was a study around people moving from southern Ontario to northern Ontario, the people keeping their PCP, driving long hours for appointments, and the impact on emergency departments. SDMC with WPS EMS have implemented EMS Video Visits for homebound patients.

b) Chair Update (R. Ward)

- i. The Chair provided an overview of his presentation and engagement with other attendees at the AFHTO Conference. He will share the presentation with AHHC members.

2025-30 Moved by Norm Hofstetter. Seconded by Brad Kneller. THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council approve reimbursement to Rod Ward for the amount of \$921.94 for accommodation and meal expenses incurred during attendance at the AFHTO Conference October 23 & 24.

- ii. At the MAOHT HHR TF meeting, a request from MAHC was put forward for support for recruitment of General Internal Medicine (GIM) physicians for Bracebridge (2) and Huntsville (1). It will be reviewed by the Operations WG and Collaboration Steering Committee.
- iii. Recruiter Funding Renewal is successful. All Almaguin Highlands municipalities have passed resolutions. Members shared reasons for their support.

c) Proposal for Engineering Services for Burk's Falls Health Centre, 150 Hudson St.

Discussion included space requirement, renovation and/or expansion, and needs for the next forty years. Information is shared on the idea of creating a municipal services corporation that could be used to create a healthcare space in which all ten municipalities would have a stake. Members shared thoughts, knowledge of projects, and other experiences.

It was decided to form a subcommittee and municipal support staff from the ten municipalities to discuss options. The following motion was put forward.

2025-28 Moved by DeLynne Patterson. Seconded by Vickey Roeder-Martin.
THEREFORE BE IT RESOLVED THAT AHHC forms a Building and Space
Subcommittee with member Norm Hofstetter, Sean Cotton and Jim Ronholm, with
municipal staff invited to report back at December 4, 2025 meeting.

d) Discussion – Health Services & Support Inventory Update

S. van den Heuvel shared information on the Algonquin Family Health Team research study of unattached patients.

In an overview of the updated inventory, it was agreed that its purpose is to be able to identify gaps, where they occur, and thoughts for development in the region in the ten municipalities of Almaguin Highlands.

e) Roundtable

Topics included a list of capital renovations completed on the Burk's Falls facility, the costs required to keep the building functional, and municipal budget requirements.

5. ADJOURNMENT

2025-32 Moved by DeLynne Patterson. Seconded by Vickey Roeder-Martin.
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 12:04 pm to meet again, on December 4, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.

JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2025

Month	No. of Permits
January	7
February	5
March	10
April	13
May	19
June	15
July	10
August	13
September	8
October	12
November	10
December	3

TOTALS 125

Permit Fees	Project Values
\$12,586.00	\$791,900.00
\$19,070.00	\$1,238,000.00
\$37,040.50	\$2,402,700.00
\$30,650.00	\$1,952,000.00
\$51,896.00	\$2,954,772.00
\$42,825.00	\$2,754,000.00
\$50,008.00	\$3,267,800.00
\$25,125.00	\$1,462,000.00
\$29,605.40	\$1,920,360.00
\$26,415.00	\$1,681,000.00
\$13,119.00	\$783,600.00
\$832.50	\$35,500.00

\$339,172.40 \$21,243,632.00

Size (sq.m)
137
1552
1321
1372
1535
3016
2269
2249
1195
1612
593
44

New Construction	16895
Demolitions	298

JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2025

**SFD'S, Seasonal Dwellings
and Multi-Unit Dwellings**

Month	No. of Permits
Burks Falls	13
Joly	5
South River	5
Machar	37
Strong	28
Ryerson	23
Sundridge	14

TOTALS 125

Permit Fees	Project Values
\$67,337.50	\$4,401,500.00
\$6,187.50	\$354,500.00
\$12,695.00	\$813,000.00
\$108,165.40	\$6,478,332.00
\$63,256.50	\$4,007,600.00
\$60,450.50	\$3,876,700.00
\$21,080.00	\$1,312,000.00

\$339,172.40 \$21,243,632.00

2024	2025
3	2
1	1
3	1
8	13
5	4
4	3
5	4

28

Permit activity at end of December 31, 2025

TOTALS 113

\$240,446.50 \$15,019,100.00

30

Permit activity at end of December 31, 2024

TOTALS 12

\$98,725.90 \$6,224,532.00

-2

Difference from previous year



ROYAL CANADIAN LEGION
Vic Fell Memorial, Burk's Falls Branch 405
9 Mary Street, P.O. Box 220
Burk's Falls, ON P0A 1C0

December 31, 2025

Dear The Corporation of the Township of Ryerson

Many thanks for your donation to our 2025 Poppy Campaign. It is one of our major fund raisers and you helped to make it a very successful campaign.

Your generosity enables our Branch to donate to such endeavors as our local 3133 Algouguin Army Cadets, "Leave the Streets Behind", The Sunnybrook Veterans Comfort Fund, Camp Maple Leaf, Heroes Mending on the Fly and other organizations that help the Veterans and their families.

All monies donated to the Legion Poppy Fund are used to support Veterans and their families.

The Royal Canadian Legion and all the initiatives we support are very grateful for your participation.

Yours sincerely,

A handwritten signature of Dawn Corless.

Dawn Corless,

Chair, Poppy Fund Campaign

RCL Branch 405

