

# THE MUNICIPAL CORPORATION OF TOWNSHIP OF ARMOUR

## *Agenda*

January 9, 2024

### **VIRTUAL PUBLIC MEETING AT 6:30 P.M. – OPA & ZBA - ARMSTRONG**

OPA5 & ZBA (Ru 107) – 723 Skyline Drive

#### **LAND ACKNOWLEDGEMENT**

#### **REGULAR MEETING AT 7:00 P.M.:**

Confirmation of the minutes of the regular meeting held on December 12, 2023 (1)

List of proposed resolutions (2)

#### **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:**

#### **DELEGATIONS:**

Keith McCoy, Roads Supervisor – January 2024 Report (3)

Bruce Mark - Trailer License (4)

Wayne Brandt/Brian McCabe - Request for Exemption for Trailer Regulations (5)

#### **ACCOUNTS FOR APPROVAL:**

List of accounts for approval – January 2024 (6)

#### **APPLICATIONS:**

Consent Applications B-039 & B-040/23, Pt Lt 20, Con. 6 – Nasturzio (7)

#### **BY-LAW (S):**

#1-2024 – To authorize temporary borrowing (8)

#2-2024 – To provide for an interim tax levy, penalty charges and interest for 2024 (9)

#3-2024 – To confirm the proceedings of Council at its December meeting (10)

#4-2024 – To adopt a Municipal Accessibility Plan (11)

#5-2024 – ZBA: Ru-107 – 723 Skyline Drive – Armstrong - B-032/23, B-033/23, B-034/23 and B-035/23 (12)

#6-2024 – OPA 5 & ZBA – 723 Skyline Drive – Armstrong - B-032/23, B-033/23, B-034/23 and B-035/23 (13)

#### **REPORTS:**

Planning Report – January 2024 (14)

Building Report – January 2024 (15)

Building Report – 2023 Summary (16)

AHHC – Minutes of meeting held on December 7, 2023 and meeting held on January 7, 2024 (17)

East Parry Sound Veterinary Service Committee – 2023 invoice and minutes (18)

ACED – Director's December 2023 Report and Meeting Minutes of December 19, 2023 (19)

Planning Board – Meeting held on December 13, 2023 (20)

District of Parry Sound Municipal Association – Meeting Minutes of December 13, 2023 (21)

Eastholme Home for the Aged – Meeting held on December 20, 2023 (22)

KCC – Meeting of January 8, 2024

Other reports?

#### **CORRESPONDENCE:**

**#23 TO #40**

#### **UNFINISHED BUSINESS:**

Information on new Hospitals Build - Discussion (41)

Resolution from the Village of Burk's Falls – New Proposed Health Hub (42)

#### **NEW BUSINESS:**

Request from Winterfest Committee of Insurance Coverage – Resolution (43)

Proposal from Historical Society for Improvements to new Building at Watt House – Discussion (44)

Staff Report – Doe Lake Park Washroom Contract (45)

#### **CLOSED SESSION: IF REQUIRED**

#### **DATES TO REMEMBER:**

January 11, 2024 – DSSAB

January 15, 2024 – Historical Society

January 17, 2024 – Library Board

January 23, 2024 – Regular Council Meeting



Any member of the public who wishes to attend the virtual Council meeting may contact the Deputy Clerk by 4:00 pm on Tuesday, January 9, 2024 via telephone at 705-382-3332 or by email at [deputyclerk@armourtownship.ca](mailto:deputyclerk@armourtownship.ca)

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**MINUTES**

December 12, 2023

The regular meeting of the Council of the Township of Armour was held on Tuesday, December 12, 2023 at 7:00 p.m. Those in attendance were: Mayor Rod Ward; Councillors Rod Blakelock, Jerry Brandt, Wendy Whitwell, and Dorothy Haggart-Davis; Delegations: Amy Tilley, Waste Management Administrator; Guests: Sarah Bissonette, Albine Cook, Nieves Guijarro and Rocco Frangione; Staff: John Theriault, Clerk-Treasurer/Administrator, Charlene Watt, Deputy-Clerk and Danika McCann, Recreation Coordinator.

**CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the regular Council meeting held on November 28, 2023 were approved as circulated.

**DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF:**

Councillor Jerry Brandt declared a pecuniary interest on item #5 – Accounts, an account is being paid to his spouse and item #21 – a request for a donation to represent Canada at the Dance the World Cup in Prague, the request is made by his granddaughter.

**DELEGATIONS:**

Amy Tilley, Waste Management Administrator, presented her December 2023 report. The Blue Box funding announcement is \$20,000 less than what we budgeted, the bag tally numbers were detailed from January to November 2023, information was presented on the number of landfill cards in circulation and a schedule of when the landfill will be open during the Christmas holidays was reviewed. Council discussed the possibility of reducing the number of free bag tags for 2024. Council decided not to change the number of free tags for 2024.

Amy Tilley, Health and Safety Coordinator, presented the reviewed health & safety, workplace harassment and workplace violence policy statements. Council passed a resolution approving the policy statements.

**ACCOUNTS FOR APPROVAL:**

The list of accounts for December 2023 was approved by resolution.

**APPLICATIONS:** None

**BY-LAWS:**

By-law #49-2023 being a by-law to establish fees and charges for the Township of Armour was read a third time and passed by resolution.

By-law #51-2023 being a by-law to confirm the proceedings of Council at its November 2023 meetings was read in its entirety and passed by resolution.

By-law #52-2023 being a by-law to enter into an agreement for By-law Enforcement Services with the Town of Kearney was read in its entirety and passed by resolution.

By-law #53-2023 being a by-law to authorize the execution of an agreement, for the maintenance of Alice Street, with the Village of Burk's Falls was read in its entirety and passed by resolution.

**REPORTS:**

Council reviewed the December 4, 2023 financial statement.

Council reviewed the December 2023 Planning Report, planning statistics for 2023 and a notice for a public meeting on an Official Plan and Zoning By-law amendment.

Council reviewed the December 2023 building report.



# **THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

## **MINUTES**

December 12, 2023

### **REPORTS cont'd:**

A verbal report was given on the AHHC meeting of December 7, 2023. The discussion at the meeting centered on the proposal to build a new modern health centre and that it could attract new healthcare professionals to the area. The present health centre requires major renovations and upgrades. This has been supported by the fact that we have been advised that the x-ray machine needs to be replaced and that \$500,000 would be needed to upgrade the room where it is housed. The question was posed as to what the plans are for the present health centre. The representative from the Village of Burk's Falls advised that they had no plan for the facility, but that they would be looking at creating one within a year. Another question asked was, why are we paying into the operating and maintenance of the present facility when it is owned solely by the Village of Burk's Falls.

### **CORRESPONDENCE:**

Council reviewed a letter from the North Bay Parry Sound District Health Unit requesting Council's support in asking the Province to implement policies to reduce the impact of increased access to alcohol. Council passed a resolution of support.

Council reviewed a letter from the Township of Coleman requesting Council's support in asking the Province to reclassify Conservation Officers as Enforcement Officers and compensate them fairly. Council passed a resolution of support.

Council reviewed a news release from Ontario News advising that Ontario is investing in the rehabilitation of six dams across the province.

Council reviewed a news release from Ontario News advising that Ontario is modernizing the rules governing the province's real estate service sector.

Council reviewed the October 2023 Labour Market Report.

Council reviewed an email from Adam Begg, Weedman Huntsville, thanking them for their support for the Coldest Night of the year event.

### **UNFINISHED BUSINESS:**

Council reviewed a staff report from the Recreation Coordinator which proposed to compensate volunteers for the work they do at events. Council discussed the issue and passed a resolution supporting the compensation. Council also directed staff to create a policy on how volunteers would be selected and how compensation for volunteers would be managed.

Council reviewed a report from Greystone Construction providing the pros and cons of three options on where to build a new library. The report also advised that a 5,000 square foot library would cost approximately between \$2,000,000 and \$2,250,000. Council passed a resolution to approve building the new library on the property slated as option 1 of the report at the corner of Huston Street and Red Cross Hospital Street. Staff will contact Greystone Construction and obtain their opinion on using the EMS location for building the new library.

### **NEW BUSINESS:**

Council reviewed a request for a donation to support Keira McGregor who has been selected to represent Canada at the Dance World Cup to be held in Prague, Czech Republic in 2024. After some discussion Council passed a resolution approving a donation. Council also requested that staff make it public that Council would support requests like this one in the future.

Council reviewed a job posting for a Chief Building Official to replace our departing CBO.

Council reviewed the planning service proposal from Robert Miller, our present municipal planner, for 2024 and 2025. After some discussion, Council passed a resolution approving the proposal.

# **THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

## **MINUTES**

December 12, 2023

### **NEW BUSINESS cont'd:**

Council reviewed a request from the Township of Perry to reconvene Regional Fire Services Committee meetings to discuss specific regional type projects and services. After some discussion, Council passed a resolution supporting this endeavor.

Council reviewed a quote for the repairs required in the bar area at the Katrine Community Centre. The contractor completing the renovations attempted to paint the bar area and he found very weathered, mouldy and broken cabinets. Council passed a resolution approving the additional renovation and the quote.

### **RESOLUTIONS:**

Resolution #311 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approves the minutes of the regular council meeting held on November 28, 2023, as circulated. Carried

Resolution #312 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approve a decrease in the yearly allocation of free garbage bags per residential dwelling in the Township of Armour from 30 to 30 free garbage bags. Carried

Resolution #313 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour approve the Health & Safety Policy Statement, Workplace Harassment Policy Statement and the Workplace Violence Policy Statement as presented in the December 12, 2023 delegation by Health & Safety Coordinator and authorize the Mayor to sign these policies. Carried

Resolution #314 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour approve the December 2023 accounts, in the amount of \$932,060.09 for payment, and the Mayor and the Treasurer are hereby authorized to sign cheques for same. Carried

Resolution #315 - Moved by Dorothy Haggart-Davis, seconded by Jerry Brandt; That the Council of the Township of Armour have read a third time and approve By-law #49-2023 being a by-law to update the fees or charges for services provided by the Township and to rescind By-law #36-2022 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #316 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour have read and approve By-law #51-2023 being a by-law to confirm the proceedings of Council at its November 2023 meetings and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #317 - Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour have read and approve By-law #52-2023 being a by-law to enter into an agreement with the Town of Kearney for By-law Enforcement Services and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto. Carried

Resolution #318- Moved by Wendy Whitwell, seconded by Rod Blakelock; That the Council of the Township of Armour have read and approve By-law #53-2023 being a by-law to authorize an agreement of the maintenance of Alice Street with the Village of Burk's Falls and that we authorize the Reeve and the Clerk to sign this by-law and affix the Seal of the Corporation thereto. Carried

Resolution #319 - Moved by Rod Blakelock, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour supports the North Bay Parry Sound District Health Unit and requests that the Province implement policies to reduce the impact of increased access to alcohol and to help prevent negative health outcomes and healthcare costs associated with alcohol use. Carried

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**MINUTES**

December 12, 2023

**RESOLUTIONS cont'd:**

Resolution #320 - Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour supports the Township of Coleman and the Ontario Conservation Officer's Association in their efforts to have Conservation Officers in the Province of Ontario reclassified as Enforcement Officers and be compensated fairly. Carried

Resolution #309/321 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Staff Report from the Recreation Coordinator dated November 23, 2023 regarding the Volunteer Compensation be received and that Council approve the compensation payments of \$50 per event per volunteer with a maximum of three (3) compensated volunteers per event. Carried

Resolution #322 - Moved by Jerry Brandt, seconded by Rod Blakelock; That the Council of the Township of Armour, after reviewing the options report from Jon Morton, Engineer for Greystone Building Muskoka, regarding the property on which the new library could be built, rescind their support for building the new library on the property located at the corner of Main Street and Red Cross Hospital Street next to the EMS building in the Village of Burk's Falls and supports Option "1", being the building of the new library on the property located at the corner of Huston Street and Red Cross Hospital Street next to the parking lot of the Burk's Falls Health Centre in the Village of Burk's Falls. Carried

Resolution #323 - Moved by Dorothy Haggart-Davis, seconded by Wendy Whitwell; That the Council of the Township of Armour approve a donation to Keira McGregor in the amount of \$250.00 to represent Canada at the Dance the World Cup in Prague. Carried

Resolution #324 - Moved by Jerry Brandt, seconded by Wendy Whitwell; That the Council of the Township of Armour approve the renewal of the municipal planning services with Robert J. Miller as per the 2024/25 Planning Retainer Program described in his renewal letter of December 7, 2023. Carried

Resolution #325 - Moved by Rod Blakelock, seconded by Jerry Brandt; That the Council of the Township of Armour supports the reconvening of Regional Fire Services Committee meetings to discuss specific regional type projects and services. Additionally, Council directs staff to set aside \$20,000 from the Fire Reserve to be used if a new Live Burn Building for five (5) fire departments is constructed in 2024. Carried

Resolution #326 - Moved by Wendy Whitwell, seconded by Jerry Brandt; That the Council of the Township of Armour approve the quote from Roser's Renovations to upgrade the bar area at the Katrine Community Center for a cost of \$6,231.95 including HST. Carried

Resolution #327 – Moved by Wendy Whitwell, seconded by Dorothy Haggart-Davis; That the Council of the Township of Armour adjourn this regular council meeting at 9:23 p.m. until the next regular council meeting scheduled for January 9, 2024 or at the call of the Mayor or the Clerk. Carried

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Rod Ward, Mayor

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John Theriault, Clerk



**LIST OF PROPOSED RESOLUTIONS FOR JANUARY 9, 2024**

**ITEM # ON AGENDA**

(1)

That the Council of the Township of Armour approve the minutes of the regular council meeting held on December 12, 2023, as circulated.

**ITEM # ON AGENDA**

(6)

That the Council of the Township of Armour approve the January 2024 accounts, in the amount of \$575,297.97 for payment, and the Mayor and the Treasurer are hereby authorized to sign cheques for same.

**ITEM # ON AGENDA**

(7)

That the Council of the Township of Armour hereby support the severance applications B-039/23 & B-040/23, Part Lot 20, Concession 6, Skyline Drive submitted by Stephanie Nasturzio and David Creasor subject to the following conditions:

- If the reference plan or other evidence discloses that the severed property contains a road deviation maintained by the municipality as a public road, then the applicant shall survey and transfer such road deviation to the municipality;
- That the applicant convey the required cash in lieu of parkland dedication to the Township of Armour as per the current by-law.
- That the Township's Roads Supervisor confirm that a suitable location for a new entrance on the proposed severed lots can be properly constructed to municipal standards. Should signage be required, such as hidden driveway sign(s), that the Applicant cover the costs of the signs and posts.

**ITEM # ON AGENDA**

(8)

That the Council of the Township of Armour have read and approve By-law #1-2024 being a by-law to authorize temporary borrowing for 2024 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(9)

That the Council of the Township of Armour have read and approve By-law #2-2024 being a by-law to provide for an interim tax levy, penalty charges and interest for 2024 and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(10)

That the Council of the Township of Armour have read and approve By-law #3-2024 being a by-law to confirm the proceedings of Council at its December meeting and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(11)

That the Council of the Township of Armour have read and approve By-law #4-2024 being a by-law to adopt a Municipal Accessibility Plan that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(12)

That the Council of the Township of Armour have read and approve By-law #5-2024 being a by-law to approve a Zoning By-law amendment for 723 Skyline Drive and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(13)

That the Council of the Township of Armour have read and approve By-law #6-2024 being a by-law to approve an Official Plan amendment for 723 Skyline Drive and that we authorize the Mayor and Clerk to sign this by-law and affix the seal of the Corporation thereto.

**ITEM # ON AGENDA**

(23)

That the Council of the Township of Armour supports the Township of Asphodel-Norwood and requests that the Province take action to reduce general insurance costs for municipalities.

**ITEM # ON AGENDA**

(24)

That the Council of the Township of Armour supports the Township of Conmee and requests that the Province amend the *Municipal Act* and the *Elections Act* so that people with a criminal record who have not had their record pardoned from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections or holding office on a municipal council. Furthermore, that any elected local government official be disqualified from office upon conviction of a criminal offence and must resign.

**ITEM # ON AGENDA**

(25)

That the Council of the Township of Armour supports the Town of Aurora in requesting that the Federal and Provincial Governments commit to ending homelessness in Ontario, work with municipalities and AMO to achieve this goal, provide long-term funding to create more affordable and supportive housing for people in need and increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide fundamental support for the health, safety and well-being of individuals, families and neighbourhoods beginning from early childhood.

**ITEM # ON AGENDA**

(26)

That the Council of the Township of Armour supports the Town of Aurora and calls on all levels of government to strengthen available tools to deny inciteful speech that encourages violent extremists the ability to publicly manipulate, advocate and incite violence or physical harm to another human being, whether online or in person.

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**ITEM # ON AGENDA**

(27)

That the Council of the Township of Armour supports Greater Sudbury and requests that the Province amend the *Occupational Health and Safety Act* to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project.

**ITEM # ON AGENDA**

(28)

That the Council of the Township of Armour supports the North Bay Parry Sound District Health Unit and calls on the Province to invest in surveillance and analytical methodologies at a provincial and local level to gain a better understanding of the prevalence of Intimate Partner Violence and Adverse Childhood Experiences and to permit monitoring of trends and data-informed action. Furthermore, that the Province develop a Provincial Partner Violence strategy to support the identification, implementation, evaluation and monitoring of effective violence prevention strategies.

**ITEM # ON AGENDA**

(29)

That the Council of the Township of Armour supports the Township of Clearview and requests that the Province amend the *Funeral, Burial and Cremation Services Act, 2002* to have the Province, through BAO, identified as the default owner and operator of abandoned cemeteries, provide annual funding to municipalities to assist with the maintenance of cemeteries, provide free training opportunities for municipalities regarding cemeteries and investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

**ITEM # ON AGENDA**

(30)

That the Council of the Township of Armour supports the Municipality of Grey Highlands and endorses the recommendations put forward by Enbridge Gas to expedite the installation of natural gas to rural, remote or underserved communities.

**ITEM # ON AGENDA**

(43)

That the Council of the Township of Armour designate the 27<sup>th</sup> Annual Winterfest to be held at the Armour Ryerson & Burk's Falls Memorial Arena, 220 Centre St, Burk's Falls on January 20 and 21, 2024 as a Significant Community Event for the Township of Armour.

**ITEM # ON AGENDA**

(45)

THAT the Staff Report from the Deputy-Clerk dated January 9, 2024, regarding the 2024 Doe Lake Park washroom contract be received and that the Council of the Township of Armour exempt the Doe Lake Park washroom contract from the requirement of obtaining three quotes and award the 2024 Doe Lake Park Washroom Cleaning and Maintenance Contract to Klink Enterprises for a contract price of \$7,440.00 plus HST.

**ITEM # ON AGENDA**

That the Council of the Township of Armour adjourn this regular council meeting at \_\_\_\_\_ p.m. until the next regular council meeting scheduled for January 23, 2024 or at the call of the Mayor or the Clerk.





## **STAFF REPORT**

**Date:** January 9<sup>th</sup>, 2024  
**To:** Council  
**From:** Keith McCoy  
**Subject:** Road Report

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### **ROAD MAINTENANCE 2024**

2024 will see a concentrated effort on drainage maintenance along with re-graveling of the roads that were not completed in 2023 due to the delay in crushing the required material. Drainage is one of the most important factors with regards to keeping a good road infrastructure system in place and continued maintenance is crucial.

Road side brushing operations will commence in mid- September lasting until mid to late October.

### **FAIRGROUNDS**

Arrangements have been made with Village Foreman to eliminate ruts and level the grounds in the spring of 2024.

### **THREE MILE LAKE PARK**

Work will continue on the park throughout the season until complete. Materials from our ditching operations will be used for contouring the parking lot sub-base which will then receive a final top dressing of 7/8 crushed granite. The granite will be compacted to provide a stable surface for vehicles to park on. During this construction only trees that must absolutely be removed will be cut down. The construction of this park is to maintain the area in as much of a natural state as possible while providing areas for day use. Projected completion of park will be early fall of 2024.

### **EQUIPMENT UTILIZATION**

Attached to this report council will find the reports with regards to the hours or mileage which the roads department equipment operated in 2023. This is provided in order to give a snapshot of which pieces of equipment are more heavily used in day to day operations and allow for prioritized replacement schedules based on usage.

Keith McCoy

## Business/Personal Usage Summary Report

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Selected date range: 2023-01-01 - 2023-12-31

Vehicle Description	Business Kilometres	Personal Kilometres	Total Kilometres
2021 Freightliner (03)	16,952.0	0.0	16,952.0
2016 Western Star 4700 SB (04)	11,648.0	0.0	11,648.0
2007 Sterling 8500 (05)	105.0	0.0	105.0
2019 Freightliner SB114 (06)	12,798.0	0.0	12,798.0
2016 RAM 2500 (16)	20,159.0	0.0	20,159.0
2021 RAM 5500 (21)	16,903.0	0.0	16,903.0
<i>Totals:</i>	<i>78,565.0</i>	<i>0.0</i>	<i>78,565.0</i>

## Business/Personal Usage Summary Report

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Selected date range: 2023-01-01 - 2023-12-31

Vehicle Description	Business Hours	Personal Hours	Total Hours
2013 Volvo G940B (07)	690.0	0.0	690.0
2020 CAT 420 (08)	306.0	0.0	306.0
2004 Liebherr 904 (09)	197.0	0.0	197.0
1996 John Deere 544 Front End Loader (10)	258.0	0.0	258.0
<i>Totals:</i>	<i>1,451.0</i>	<i>0.0</i>	<i>1,451.0</i>



**John Theriault (Clerk-Treasurer Administrator)**

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**From:** Bruce <bmark576@sympatico.ca>  
**Sent:** December 7, 2023 9:44 AM  
**To:** John Theriault (Clerk-Treasurer Administrator)  
**Subject:** Dec. 12th meeting

Good Morning John

I would like to question the Council in regards to the trailer permit letter we received in regards to the fee for year 6 & 7 as well as the restrictions placed on our private property infringing on my right to have alternate accommodation for family and visitors due to the limited size of our house.

Sincerely,  
Bruce Mark  
1013 Skyline Drive  
705-927-1367

Sent from my iPhone

- 2.3 TRAILER, PARK MODEL – means a manufactured building under the Ontario Building Code O. Reg. 332/12 Section 9.38 “Park Model Trailers” which has been designed and constructed in conformance with the standards of CSA-Z241 “Park Model Trailers”, and which is used as a recreational vehicle or building that meets the following criteria:
- a) Built on a single chassis mounted on wheels; and
  - b) Designed to facilitate relocation from time to time; and
  - c) Designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances; and
  - d) Built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode; and
  - e) Built with a width greater than 2.6 metres (8.5 feet) in the transit mode.
- 2.4 TRAILER CAMP, COMMERCIAL – means any land in or upon which any trailer or tent is used or intended to be used for human occupation on a temporary or seasonal basis and shall not include mobile homes or park model trailers.
- 2.5 SELF-PROPELLED CAMPING UNIT – means a motor vehicle designed, equipped and used for overnight sleeping accommodation and that includes built-in facilities for sleeping, cooking and refrigeration.
- 2.6 STORED TRAILER – means any MTO plated trailer located on a property ~~only for the purpose of storing such trailer. for use at any location other the property upon which it is stored.~~
- 2.7 ASSESSED TRAILER – means any trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.8 PERMANENT BASIS – means either year-round occupancy or occupancy by persons who do not maintain elsewhere a usual or normal place of residence.
- 2.9 OCCASIONAL USE – means used for temporary accommodations not to exceed 14 days within one year.

### **SECTION 3 – LICENCE AND REGULATIONS**

- 3.1 No person shall use or permit to be used, a trailer, on lands zoned Residential Settlement (RS), Rural (Ru), Lakeshore Residential (LR) or Seasonal Residential (SR), within the Township, unless such trailer is licenced under this By-law. For clarity, pursuant to Section 1.3 of this By-law this requirement to obtain a licence applies to trailers which were located on property prior to the date of passage of this By-law.
- 3.2 A licence issued pursuant to this By-law authorizes the use and maintenance of a trailer for temporary accommodations only, for a period of not more than five (5) years on the same property. The issuance of a licence does not grant the licensee the authority to occupy the trailer on a permanent basis. In furtherance of the foregoing, no person shall occupy or permit to be occupied a trailer during the period commencing December 1st of a calendar year and ending April 30th of the following calendar year.
- 3.3 Notwithstanding article 3.2, upon request, the Clerk of the Township of Armour may extend the five-year period by two years as long as the increased license fee, as per the current Township of Armour’s current fee by-law, is paid to the Township.
- 3.4 The issuance of a licence is not intended and shall not be construed as permission or consent by the Township for the holder of the licence to contravene or to fail to observe or comply with any law of Canada, Ontario or any By-law of the Township.

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**John Theriault (Clerk-Treasurer Administrator)**

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**From:** Katey Brimacombe <office@townshipofjoly.com>  
**Sent:** January 2, 2024 11:16 AM  
**To:** John Theriault (Clerk-Treasurer Administrator)  
**Subject:** RE: NEW Township of Armour website inquiry!

Hi

I have spoken with Brian and he would like this statement to be his presentation as he does not like to email

Brian McCabe 705-384-2552

Wayne Brandt at 525 South Horn Lake Road lost his house due to fire. He would like to attend the council meeting on the 9th but maybe going for surgery that day so Brian McCabe would also like to attend on his behalf should he not be able to make it. Wayne and Brian spoke with bylaw at end of November were told that he could have a trailer but cannot live there during the winter. Wayne was then told by Councillor Rod that he was allowed to live there during the winter has he is now homeless due to the fire. Brian and Wayne would like to speak to council for clarification and if he would be allowed to live there based on him not having a home now or if there is something they can temporarily do now to allow him to move into the trailer until he can re-build.

Have a Joly day,  
Katey Brimacombe  
Deputy Clerk Corporate Services Coordinator, Township of Joly

Phone: 705-384-5428  
Fax: 705-384-0845



(6)

Date Printed  
2024-01-04 3:57 PM

**Township of Armour**  
**List of Accounts for Approval**  
Batch: 2023-00102 to 2024-00002

Page 1

Bank Code - AP - Armour A/P

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
18664	2023-12-20	Brenda McCracken Refund	KCC - Refund Workshop	30.00	30.00
18665	2023-12-20	Carol Costello J-05 Paper towels	G/KCC - Nov Cleanings KCC - Paper towels	1,950.00 26.54	1,976.54
18666	2023-12-20	ClayMar Electric 2951 2947 2908 2880 2699 2958 2907 2776 2879	G - Bathroom timer KCC - hallway heater KCC - emergency lighting G - Rink Changeroom KCC - Renovations KCC - replace plugs/switches KCC - baseboard/plugs/lights KCC - Pot lights KCC - Generator service	155.94 254.25 393.24 220.35 4,288.35 549.86 1,714.94 1,686.53 146.90	9,410.36
18667	2023-12-20	Collins Valu-mart Dec 19/23 Dec 13/23 Dec 12/23	Tri R - Water KCC - snacks G - Council/staff lunch/supply	9.00 79.60 141.01	229.61
18668	2023-12-20	Debbie Ann Hall 0001662	G- POA Court	694.84	694.84
18669	2023-12-20	East Parry Sound Vet Dec 10/23	G - 2023 Vet Committee	210.00	210.00
18670	2023-12-20	Karen Parkes Refund	KCC - Refund Workshop	10.00	10.00
18671	2023-12-20	Keira McGregor Donation	G - Donation	250.00	250.00
18672	2023-12-20	Precision Specialized Inc Refund Deposit	Rds - Refund Security Dep	250.00	250.00
18673	2023-12-20	Safeguard Business Systems Ltd 9003387303	G - New Laser Cheques	574.90	574.90
18674	2023-12-20	Sarah Fitzpatrick Dec 14/23	KCC - Fused Glass Workshop	300.00	300.00
18675	2023-12-20	Shawna Mehaffey Dec 21 2023	KCC - Candle workshop	153.00	153.00
18676	2023-12-20	Ursula Ullrich Jan 6 2024	KCC - Jan 6 Mitten Workshop	1,380.00	1,380.00
18677	2023-12-20	Windmill Window & Door Ltd 036568	G - Replace window cbo office	1,107.97	1,107.97
Total Computer Cheque:					16,577.22

**EFT**

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
4759	2023-12-21	AFC Inc 4802	Tri R - Cracked bucket	272.90	272.90
4760	2023-12-21	Burk's Falls Home Hardware,			

**Township of Armour**  
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EFT

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			91572	Tri R - Gloves	32.75	
			91582	Tri R - Tape	23.72	56.47
4761	2023-12-21	CGIS Centre	45263	G - Minor Variance layer	107.35	107.35
4762	2023-12-21	Client First Canada	2397	G - Ad campaign Hubberts	1,695.00	1,695.00
4763	2023-12-21	Freightliner North Bay	IN09346	Rds - #6	389.46	
			RN09906	Rds - #4 repair driveline	5,785.45	
			RN09975	Rds - Repair for Ctl On	117.52	
			RN09867	Rds - #6	375.17	6,667.60
4764	2023-12-21	Glen Martin Limited	394441	G - Office supplies	212.58	
			394455	KCC - J-cloths	45.80	
			394396	KCC - garbage bags x 2	62.67	321.05
4765	2023-12-21	Griffith Bros	80904	Rds - Tow	1,017.00	1,017.00
4766	2023-12-21	Hayes' Service Centre	7294	Rds - #16 Fuel	103.00	
			7285	Rds - #16 Fuel	120.00	
			7282	Rds - #16 Fuel	118.00	341.00
4767	2023-12-21	Jean Theriault	Dec 19/23	G - 359km 7/12-12/19	213.55	213.55
4768	2023-12-21	Keith McCoy	Dec 8/23	Rds - MTO Physical	100.00	100.00
4769	2023-12-21	Lloyd Van Duzen	2023 Boots	Rds - Workboots	300.00	300.00
4770	2023-12-21	MAP Sundridge	852935/3	Rds - red/silver	42.49	42.49
4771	2023-12-21	Metroland Media Group	7685155	G - Public Meeting Ad	100.57	
			7683079	G - CBO Job Ad	168.37	268.94
4772	2023-12-21	Moore Propane Limited	6021125	Rds - 1386.4L propane	1,116.89	
			158013468	G - WF 1008.8L propane	814.55	1,931.44
4773	2023-12-21	Munisoft	2023/24-05071	G - Security Standard	56.50	
			2023/24-04996	G - New AP webinar	123.17	179.67
4774	2023-12-21	Near North Laboratories Inc.	99281	KCC - Water sample	47.29	47.29
4775	2023-12-21	Novexco	91425585	G - bylaw chair mat	95.42	95.42
4776	2023-12-21	Ontario SPCA & Humane Society	IN009694	G - Dec Animal Control	210.70	210.70
4777	2023-12-21	Purolator Inc	455079204	G - Shipments	16.68	
			455132361	Staff shipments	31.78	48.46
4778	2023-12-21	Township Of Ryerson	BFDfD 2023-069	G - 4th Quarter Fire	67,249.76	
			RTO 2023-071	G - 4th Quarter RTO	1,995.12	69,244.88
4779	2023-12-21	Village Of Burk's Falls				

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**EFT**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Arena 7-23	G - 4th Quarter Arena	32,139.75	32,139.75
4780	2023-12-21	W.O. Stinson & Son Ltd.	1083048	Rds - 2450.4L Clear Diesel	4,325.93	
			1083049	Rds - 900.3L Dyed Diesel	1,497.83	
			1083050	Tri R - 718.2L dyed diesel	1,194.86	7,018.62
4781	2023-12-21	Wurth Canada Limited	25669953	Darin	226.80	226.80
					Total EFT:	122,546.38

**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
1	2023-12-20	Collabria Visa (KCU)	Dec/23 - DG	G - Visa Expenses	3,313.62	3,313.62
1	2024-01-09	Bell Mobility	Dec 27/23	Accrual Cell Phones	391.78	391.78
2	2023-12-20	Collabria Visa (KCU)	Dec/23-AM	G - Visa Expenses	1,164.79	1,164.79
2	2024-01-09	Hydro One Networks Inc.	Dec 28/23	Accrual G - 12 3 Mile 11/3-12/2	37.01	37.01
3	2023-12-20	Collabria Visa (KCU)	Dec/23-KM	Rds - Visa Expenses	92.37	92.37
3	2024-01-09	Hydro One Networks Inc.	Dec 28/2023	Accrual KCC - 11/3-12/2	676.84	676.84
4	2023-12-20	Collabria Visa (KCU)	Dec/23-JT	G - Visa Expenses	4,373.03	4,373.03
4	2024-01-09	Hydro One Networks Inc.	Dec 28 2023	Accrual G - Park 11/3-12/2	32.23	32.23
5	2023-12-20	Collabria Visa (KCU)	Dec/23-GB	G - Visa Expenses	1,904.29	1,904.29
5	2024-01-09	Hydro One Networks Inc.	Dec 29/23	Accrual Tri R - 111/7-12/5	347.15	347.15
6	2023-12-20	Enbridge Uniongas	Dec 12 2023	Tri R - Gas 11/11-12/08	248.16	248.16
6	2024-01-09	Hydro One Networks Inc.	Dec 29 2023	Accrual G - WF 10/5-11/7	74.38	74.38
7	2023-12-20	Francotyp-Postalia Canada Inc.	RIC23057840	G - meter 12/19-3/18	101.70	101.70
7	2024-01-09	Lakeland Energy	95-008723	KCC - Internet	175.09	175.09
8	2023-12-20	Hydro One Networks Inc.	Dec 15/23	Rds - Est 10/24-11/21	157.20	157.20
8	2024-01-09	Lakeland Energy	95-009764	G - Office Internet	124.24	124.24
9	2023-12-20	Hydro One Networks Inc.	Dec 13/23	G - 10/21-11/21	460.42	460.42
9	2024-01-09	Minister Of Finance	Dec 2023	Accrual G - Dec EHT	3,572.29	3,572.29
10	2023-12-20	Canada Revenue Agency	Dec1-15/23-002	G - Dec 1-15/23 -002	4,661.73	4,661.73

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**OTHER**

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
10	2024-01-09	Newt Fibernetics Corporation				
		669090		G - Office phones	146.72	146.72
11	2023-12-20	Canada Revenue Agency				
		Dec1-15/23-001		G - Dec 1-15/23-001	23,573.01	23,573.01
11	2024-01-09	Newt Fibernetics Corporation				
		667830		KCC - phone	25.42	25.42
12	2024-01-09	Canada Revenue Agency				
		Dec16-31/001	Accrual	G - Dec 1-15/23-001	10,520.54	10,520.54
13	2024-01-09	Canada Revenue Agency				
		Dec 16-31/002	Accrual	G - Dec 1-15/23 -002	1,551.91	1,551.91
14	2024-01-09	Workplace Safety & Insurance				
		Dec 2023	Accrual	G - Oct - Dec WSIB	11,858.05	11,858.05
					Total Other:	69,583.97

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	AMCTO				
	2024 - JT		G - 2024 Membership JT	508.50	
	2024 - CW		G - 2024 Membership CW	508.50	
	2024 - AM		G - 2024 Membership AM	508.50	1,525.50
PP -	Abell Pest Control Inc				
	A5498660		KCC - Pest Control	62.26	62.26
PP -	Almaguin Highlands Health				
	2024 Donation		G - 2024 Donation	500.00	500.00
PP -	Association Of Municipalities				
	0000232		G - AMO 2024 Membership	1,983.06	1,983.06
PP -	Blue Ant Media Inc.				
	104049		G - Cottage Life Booth	2,599.60	2,599.60
PP -	Burk's Falls, Armour, Ryerson				
	2024 1st Pymt		G - Library 2024 1st Payment	33,890.00	33,890.00
PP -	CGIS Centre				
	45322		G - Jan-Mar 2024	3,218.81	
	45322 - CPI		G - CPI Oct-Dec 2023	96.78	3,315.59
PP -	CN Non Freight				
	91719801		Rds - CN Mtc Jan-Mar 2024	3,837.75	3,837.75
PP -	Collins Valu-mart				
	Jan 3/24		G/KCC - Milk/Disr. tabs	36.72	36.72
PP -	Courtney Metcalf				
	Dec 2023		G - Dec Cell	70.00	
	Dec 5-13 2023		G - 168.4km Dec 5-13	94.30	164.30
PP -	Diana Warriner				
	Santa Parade		Santa Claus Parade	50.00	50.00
PP -	Dollywood Foundation of Canada				
	0124522		KCC - Literacy Program	105.06	105.06
PP -	Economic Developers Assoc				
	2455-24840		G - EDC 2024 Membership	474.31	474.31
PP -	Environmental 360 Solutions				
	L-230805		G - Ice Rink	141.97	141.97
PP -	Geri Farrar				

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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
	Santa Parade		Santa Claus Parade	25.00	25.00
PP -	<b>Hamilton &amp; Sons Property</b>				
	1918		G - Dec Rink Mtc	653.99	653.99
PP -	<b>Hayes' Service Centre</b>				
	7303		Rds - #16 Fuel	149.00	
	7322		Rds - #16 Fuel	155.00	
	7291		G - Bylaw Fuel	57.00	
	7270		G - Bylaw Fuel	71.00	
	7326		G - Bylaw Fuel	52.00	484.00
PP -	<b>Home Building Centre</b>				
	4286403		Rds - Chain oil	49.70	49.70
PP -	<b>Lake Country Office Solutions</b>				
	97643		G - Network HP printer	242.95	
	97655		G - Phone issues	28.25	271.20
PP -	<b>M.I.S. Municipal Insurance</b>				
	2024 Renewal		G - Municipal Insurance	77,510.12	77,510.12
PP -	<b>MAP Sundridge</b>				
	855322/3		Rds - Exh fluid/parts cleaner	533.56	533.56
PP -	<b>MEPCO</b>				
	0000803		G - 2024 Contribution	83.06	83.06
PP -	<b>MFOA</b>				
	2024-074		G - 2024 Membership	339.00	339.00
PP -	<b>Minister of Finance</b>				
	301812231047013		G - Nov OPP	33,885.00	
	300512231557123		G - July-Sep Revenues	-279.04	33,605.96
PP -	<b>Moore Propane Limited</b>				
	1277928		Tri R - Cyl Rent	27.12	
	1269339		Tri R - Cyl refill	75.37	
	6021145		KCC - 1,457.5 L propane	1,160.65	1,263.14
PP -	<b>Municipal Property Assessment</b>				
	1000075		G - 1st Quarter	12,806.38	12,806.38
PP -	<b>Municipal Waste Association</b>				
	300000395		Tri R - 2024 Membership	124.30	124.30
PP -	<b>Munisoft</b>				
	2023/24-04065		G - Software Mtc	6,069.23	
	2023/24-04640		G - Equip Mtc	3,662.90	9,732.13
PP -	<b>Muskoka Algonquin Health Care</b>				
	2024 Donation		G - 2024 Donation	1,000.00	1,000.00
PP -	<b>North Bay Parry Sound District</b>				
	Jan 2024		G - January Levy	3,688.92	3,688.92
PP -	<b>OMERS</b>				
	Dec 2023		G - Dec OMERS	31,919.04	31,919.04
PP -	<b>Ontario Bldg Officials Assoc.</b>				
	129955		G - 2024 Membership	397.76	397.76
PP -	<b>Ontario Good Roads Association</b>				
	70515		G - 2024 Membership	832.86	832.86
PP -	<b>Patrick Gilbert</b>				
	23-45		G - EDC AMP Project	2,260.00	2,260.00
PP -	<b>Paul Schaefer</b>				



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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		Oct 2023	G - 796km Oct 2-31	477.60	
		Nov 2023	G - 983km Nov 1-30	570.14	
		Dec 2023	G -710km Dec 1-22	397.60	1,445.34
PP -	Purolator Inc				
	455190562		Danika Purolator	5.65	
	455230090		John & Alison Purolator	28.05	33.70
PP -	Robert J Miller				
	INV023-075		G - Dec Retainer	1,884.00	1,884.00
PP -	Royal Canadian Legion				
	100		G - Staff Xmas Dinner x 40	904.00	904.00
PP -	Sarah Cooke				
	Nov/Dec 2023		G -156km Nov 24-Dec 6	88.24	88.24
PP -	Sound Software of Parry Sound				
	8841		G - Bylaw email creation	91.53	91.53
PP -	Tracey Delfino				
	Santa Parade		Santa Claus Parade	75.00	75.00
PP -	Waste Connection of Canada Inc				
	7113-0000338144		Tri R - Dec comingled	2,249.21	2,249.21
PP -	Xerox Canada Ltd				
	F61506135-01		G - Office copies 11/27-12/25	174.91	174.91
PP -	XpressTec Corporation				
	2342		Rds - 12 Mth license	3,390.00	3,390.00
Total Proposed Payments:					<u>236,602.17</u>

Certified Correct This January 4, 2024

Treasurer

Mayor

Total AP: 445,309.74

Net Dec Payroll 129,988.23

\$ 575,297.97

RECEIVED

DEC 19 2023

TOWNSHIP OF ARMOUR

B-039/23 ÷ B-040/23 (7)

## Application for Consent Under Section 53 of the Planning Act

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

### Completeness of the Application

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

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

### Submission of the Application

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

### For Help

For more information on the *Planning Act*, the consent process, Provincial and local policies, please contact the Secretary/Treasurer of the Southeast Parry Sound District Planning Board at (705) 636-7888 782-5070

## 1. Applicant Information

### ▶ 1.1 Name of Owner(s). An Owner's authorization is required in section 11.4, if the applicant is not the owner

Name of Owner(s) Stephanie Nasturzio	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

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

Name of Contact Person/Agent Dave Creasor	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.

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

▶ 2.1 District East Parry Sound		Municipality/Incorporated Township Armour Township	Former Township
Concession Number(s) 6	Lot Number(s) 20	Registered Plan No. (Subd.) 42R-21688	Lot(s)/Block(s)
Reference Plan No. 42R-21688	Part Number(s) Remainder of part 2	Parcel No.	Name of Street/Road Skyline Drive
Street No.	Section or Mining Location No.		

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

-Resolution-



### 3. Purpose of this Application

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

Creation of a new lot ☒  
A charge ☐

Addition to a lot ☐  
A lease ☐

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

An easement ☐  
Other purpose ☐

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

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

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

4.1 Description		Lot 1 Proposed	Severed	Lot 2 Proposed	Lot 3	Retained
	Frontage (m.)	61m		183m		183.7m
	Depth (m.)	402.5m		402.5m		402.5m
	Area (ha. or m <sup>2</sup> )	2.45ha		7.35ha		7.4ha
► 4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	vacant		Vacant		Vacant
	Proposed Use(s)	Residential		Residential		Residential
► 4.3 Buildings or Structures (include date of construction, type and size of building)	Existing	None		None		None
	Proposed	Single detached dwelling		Single detached dwelling		Single detached dwelling
► 4.4 Access (check appropriate space)	Provincial Highway	n/a		n/a		n/a
	Public Road	Yes		Yes		Yes
	Name of Authority maintaining road	Armour Township		Armour Township		Armour Township
	Common name of road	Skyline Drive		Skyline Drive		Skyline Drive
	Private Road (describe in Section 4.8)					
	Right of way (describe in Section 4.8)					
	Period of Maintenance: Seasonal					
	Year Round	Year Round		Year Round		Year Round
	Water Access (Describe in Section 4.9)					
	Publicly owned and operated piped water system					
► 4.5 Water Supply (check appropriate space)	Name of Authority operating and maintaining services					
	Privately owned and operated communal well (Describe in Section 9.1)					
	Privately owned and operated individual well	Proposed drilled well private individually owned		Proposed drilled well private individually owned		Proposed drilled well private individually owned
	Lake or other water body					
	Other means (Describe in Section 9.1)					
► 4.6 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system					
	Name of Authority operating and maintaining service					
	Privately owned and operated communal septic system (Describe in Section 9.1)					
	Privately owned and operated individual septic tank	Proposed septic private individually owned		Proposed septic private individually owned		Proposed septic private individually owned
	Privy					
	Other means (Describe in section 9.1)					



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

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

n/a

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

n/a

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

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

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

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

Use or feature	On the Subject Land	Within 500 metres of subject land, unless otherwise specified (indicate approximate distance)
An agricultural operation, including livestock facility or stockyard	n/a	
A landfill	n/a	
A sewage treatment plant or waste stabilization plant	n/a	
A provincially significant wetland (Class 1, 2 or 3 wetland)	n/a	
A provincially significant wetland within 120 metres of the subject land	N/A	
Flood plain	no	adjacent property N/W
A rehabilitated mine site	n/a	
A non-operating mine site within 1 kilometre of the subject land	n/a	
An active mine site	n/a	
An industrial or commercial use, and specify the use(s)	n/a	
An active railway line	n/a	
A municipal or federal airport	n/a	

## 6. History of the Subject Land

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

B-012/22 & B-013/22 Applications B-025/20 & B-026/20

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

n/a

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

the previous severances for applications B-025/20 & B-026/20 were transferred on September 1, 2021

The severances under applications B-012/22 & B-013/22 were finalized on July 19, 2023 transferred August 15, 2023

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



## 7. Concurrent Applications

- ▶ 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?  
☐ Yes ☒ No ☐ Unknown If Yes and if known, specify details and status of the application.
- ▶ 7.2 Is the subject land the subject of an application for a zoning bylaw amendment, Ministers zoning order amendment, minor variance, consent or approval of a plan of subdivision?  
☐ Yes ☒ No ☐ Unknown If Yes and if known, specify the complete file number and status of the application.

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

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

## 9. Other Information

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

## 10. Affidavit or Sworn Declaration of Applicant(s)

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

I/we, Stephanie Nasturzio of the \_\_\_\_\_  
in the \_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the Township of Armour

in the District of Parry Sound

this 16th day of July, 2023

Charlene Watt  
Commissioner of Oaths

Stephanie Nasturzio  
Applicant

CHARLENE WATT, a Commissioner,  
Deputy Clerk, The Municipal Corporation  
of the Township of Armour, District Applicant  
of Parry Sound.



## 11. Authorizations of Owner(s)

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

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

I/we, Stephanie Nasturzio, am/are the owner(s) of the land that is the subject of this application for a consent and I/we authorize Dave Creasor to make this application on my/our behalf.

July 05, 2023

Date

Stephanie Nasturzio  
Signature of Owner

\_\_\_\_\_  
Signature of Owner

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

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

I/we, Stephanie Nasturzio, am/are the owner(s) of the land that is the subject of this application for a consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize David Creasor as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

29 October 2023

Date

David Creasor  
Signature of Owner

\_\_\_\_\_  
Signature of Owner

## 12. Consent of Owner(s)

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

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

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

July 05, 2023

Date

Stephanie Nasturzio  
Signature of Owner

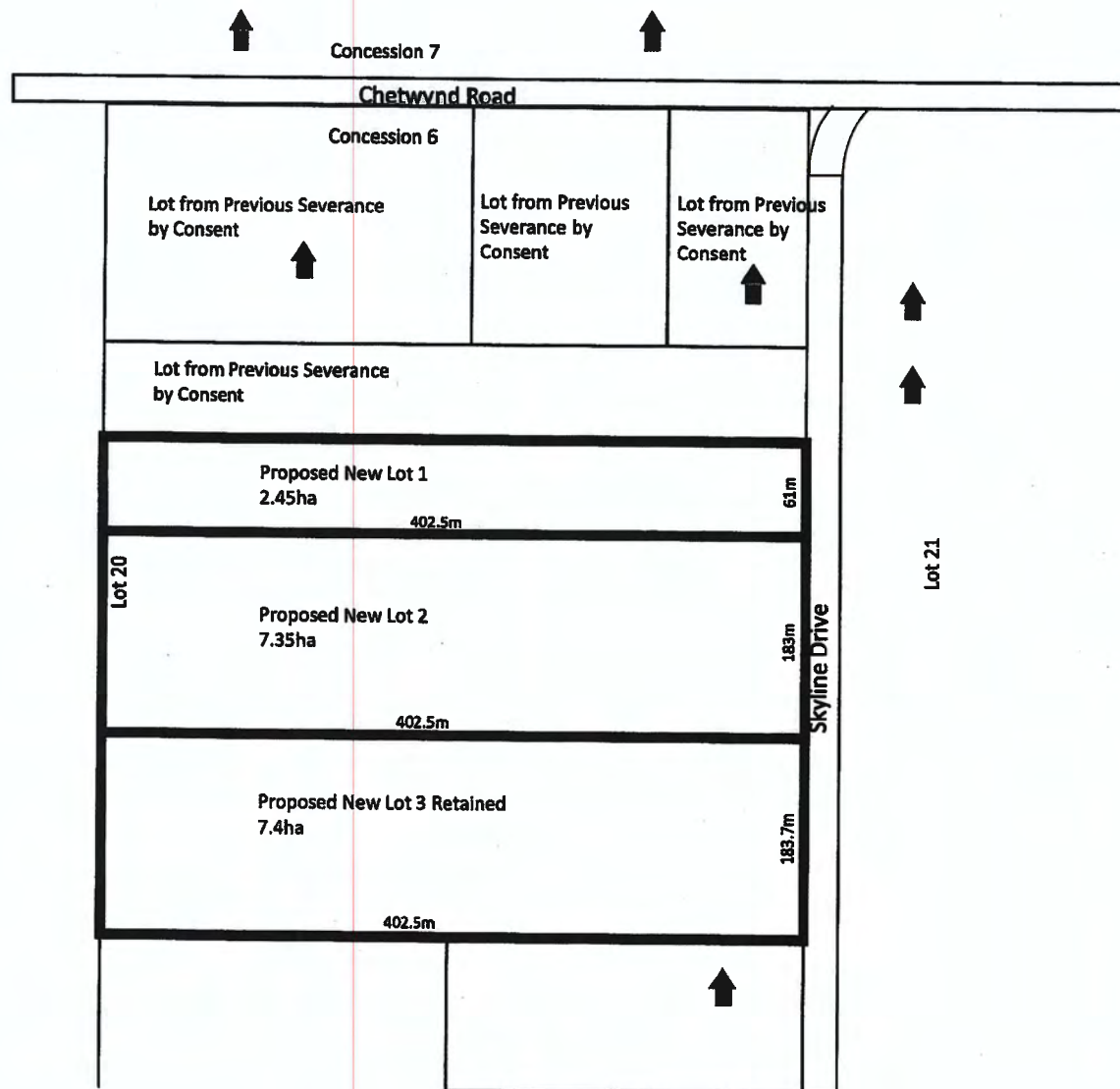
\_\_\_\_\_  
Signature of Owner

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

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

Submit completed application and fee to:

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



Township of Armour  
Consent Application Nasturzio

# ROBERT J. MILLER Land Use Planning Services

15 Brock Street RR#3 NIAGARA-ON-THE-LAKE ONTARIO L0S 1J0 905.468.0582 cell/txt 289.213.4421

Robert J. Miller  
Professional Land Use Planner

Email robertj.miller@sympatico.ca

January 2, 2024

VIA EMAIL deputyclerk@armourtownship.ca

RECEIVED

Township of Armour  
c/o Mrs. Charlene Watt, Deputy Clerk  
56 Ontario Street  
Burk's Falls, ON P0A 1C0

JAN 02 2024

TOWNSHIP OF ARMOUR

Dear Mrs. Watt, Mr. Theriault, Mayor Ward and Members of Council:

RE: Proposed Consents B-039/23 & 040/23, 1334 Skyline Drive (Nasturzio)

This letter is in response to your request for a Council planning brief on the above applications to sever two new residential lots at 1334 Skyline Drive, Armour Township.

Regarding matters of Provincial interest, Section 2 Planning Act

- No issues

Regarding all applicable tests, Section 51(24) Planning Act

- No issues

Consistency with Provincial Policy Statement, 2020 (PPS)

- No issues

Consistency with Growth Plan For Northern Ontario, 2011

- No issues

Conformity with applicable policies of the Armour Township Official Plan

- No issues
- The two proposed Nasturzio consents are within a protective 300m PPS/MOECP buffer between existing nearby dwellings and potential for licensed aggregate extraction to the west.  
In addition, the letter of November 26, 2021 from Mr. Rumford, an experienced Armour Township pit operator familiar with the subject lands, offers the view that aggregate extraction from the subject lands would be unfeasible owing to a preponderance of large boulders making extraction cost prohibitive. On that evidence, in my opinion there is no need for additional justification for the proposed consents under Section 2.4.3(a) of the Armour Official Plan.

- The subject land is designated Stratum 2 Potential Winter Deer Habitat. OP Section 2.4.3(b)(v), however, saves "*all Planning Act applications for consents to sever up to two lots for single detached dwellings . . .*" from the requirement to complete a significant winter deer habitat assessment.

Conformity with provisions of the Armour Township Zoning By-law

- No issues.

Compliance with Armour Pre-Consultation Requirements for Complete Application

- No issues

Suggested Conditions of Consent

- The standard conditions covering possible road deviations; new driveway entrances; cash in lieu of parkland and PPS proof of contract to discharge off-site septage for the proposed new lots and the retained parcel.

These applications should be approved as they meet all of the above required land division tests and thereby represents good planning.

Yours very truly



Robert J. Miller

7 years provisional member RTPIC/CIP  
Charter Member American Planning Association APA  
37 years full Member Canadian Institute of Planners MCIP  
30 years full Member Ontario Professional Planners Institute OPPI/RPP  
7 years retired Registered Professional Planner RPP

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## THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

### BY-LAW #1-2024

Being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2024.

**WHEREAS** Section 407 of the Municipal Act, S.O. 2001, as amended provides authority for a council by by-law to authorize the head of council or the treasurer or both of them to borrow from time to time, such sums as the council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

**AND WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the Municipal Act, 2001, as amended;

**NOW THEREFORE** the Council of The Municipal Corporation of the Township of Armour enacts as follows:

1. The Head of the council or the Treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Kawartha Credit Union and such other lender(s) as may be determined from time to time by by-law of Council.
3. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year or \$700,000.00 whichever is less.
4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the by-law mentioned in section 2 determining the lender), if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Municipal Act that have not been repaid.
5. If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.
6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.

- 7. The Treasurer is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
- 8. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the head of the council or conform to the Treasurer or both of them.
- 9. The Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 10. This by-law shall take effect on January 9<sup>th</sup>, 2024.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 9<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Rod Ward, Mayor

\_\_\_\_\_  
John Theriault, Clerk

# THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

## BY-LAW #2-2024

Being a by-law to provide for an interim tax levy and the payment of interim taxes for the year 2024 and to establish penalty charges for non-payment of current taxes and being a by-law to provide for interest to be added to tax arrears.

**WHEREAS** Section 317 of the *Municipal Act*, S.O. 2001, as amended 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

**AND WHEREAS** Section 317 of the *Municipal Act*, S.O. 2001, as amended provides a set of rules for determining the interim tax payable, which are 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 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;

**AND WHEREAS** Section 345(2) of the *Municipal Act*, S.O. 2001, as amended, a municipality may impose penalties on unpaid and overdue taxes which were levied in the current calendar year.

**AND WHEREAS** overdue taxes are those taxes which have been levied in the current calendar year which are due and unpaid.

**AND WHEREAS** Section 345(3) of the *Municipal Act*, S.O. 2001, as amended, a municipality may charge interest on tax arrears.

**AND WHEREAS** Council deems it expedient to impose an interest charge on tax arrears.

**AND WHEREAS** tax arrears are taxes levied in any year which are due and unpaid after December 31<sup>st</sup> of the year in which they were levied;

**NOW THEREFORE** The Municipal Corporation of the Township of Armour 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 be in the amount equal to fifty percent (50%) of the final 2023 taxes on the property.
2. When calculating the total amount of taxes for the year 2024 under paragraph 1, if any taxes for municipal and school purposes were levied on a property for only part of 2023, 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 22<sup>nd</sup> day of March and the 26<sup>th</sup> day of April, 2024 and non-payment of the amount on the dates stated in accordance with this section shall constitute default.



4. As of January 1<sup>st</sup>, 2016, the Township of Armour implemented, for ratepayers whose taxes are up to date, a pre-authorized debit program by which ratepayers may pay their tax levies by automatic pre-authorized monthly installments. Ratepayers must register with the Township to take advantage of this program and give the Township the authority to automatically take the monthly payment from their bank account. When registered, the monthly payments will be accepted with no penalty or interest charged. Any payment returned by the ratepayer's bank will be considered a returned cheque and the same fees, penalty and interest for a returned cheque will apply. A payment refused by the ratepayer's bank will give the Treasurer the authority to cancel the ratepayer's eligibility for this program.
5. The Treasurer of the Township of Armour shall add to the amount of all taxes due and unpaid, penalty/interest at the rate of 1.25 percent per month or fraction thereof, being 15 percent per annum, and all by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.
6. 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.
7. The Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a notice specifying the amount of taxes payable.
8. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the timing of default or the date from which interest shall be imposed.
9. The Treasurer of the Township of Armour may accept part payment on account of any taxes due, but such acceptance shall not affect interest under Section 5 of this By-law, unless the ratepayer is enrolled in the pre-authorized debit program described in Section 4.
10. The Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
11. This By-law shall be deemed to come into force and effect on January 9<sup>th</sup>, 2024 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 the date this by-law is passed.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto and  
finally passed in open Council  
this 9<sup>th</sup> day of January, 2024.

---

Rod Ward, Mayor

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John Theriault, Clerk



THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW #3-2024

Being a by-law to confirm the proceedings  
of Council at its meeting.

**WHEREAS** Section 5 of the *Municipal Act*, S.O. 2001, Chapter M.25, as amended, requires a municipal Council to exercise its powers by by-law, except where otherwise required;

**AND WHEREAS** Council or a Committee of Council often authorizes action to be taken which does not lend itself to an individual by-law;

**AND WHEREAS** the Council of the Township of Armour deems it desirable to confirm the proceedings of Council at its meetings hereinafter set out.

Be it enacted as a By-law of The Municipal Corporation of the Township of Armour hereby enacts as follows:

1. Ratification and Confirmation

That the action of this Council at its meetings set out below with respect to each motion, resolution and other action passed and taken by this Council at its meetings (except where the prior approval of The Ontario Land Tribunal (OLT) is required) is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by By-law;

Regular Council Meetings  
➤ December 12, 2023

2. Execution of all Documents

That the Mayor of the Council and the proper officers of the Township of Armour are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and except where otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the corporate seal of the Township of Armour to such documents.

3. Administrative Corrections

The Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

4. That this by-law shall come into force and effect on the date of passing.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto and  
finally passed in open Council  
this 9<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Rod Ward, Mayor

\_\_\_\_\_  
John Theriault, Clerk

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**BY-LAW # 4-2024**

Being a by-law to update the Municipal Accessibility Plan.

**WHEREAS** the Province of Ontario passed the Accessibility for Ontarians with Disabilities Act ("AODA"), 2005;

**AND WHEREAS** Section 4(1)(a) states that designated public sector organizations shall establish, implement, maintain and document a multi-year accessibility plan, which outlines the organization's strategy to prevent and remove barriers and meet its requirements under this Regulation;

**NOW THEREFORE** the Council of The Municipal Corporation of the Township of Armour hereby enacts as follows:

1. That the Council of the Township of Armour does hereby adopt the Municipal Accessibility Plan, attached as Schedule "A" to this By-law.
2. That any previous by-laws pertaining to municipal accessibility, including By-law #4-2019 is hereby rescinded.
3. The Clerk of the Township of Armour is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
4. That this by-law shall come into force and effect on the date of passing.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto and  
finally passed in open Council  
this 9<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Rod Ward, Mayor

\_\_\_\_\_  
John Theriault, Clerk

**Schedule “A”  
to By-law # 4-2024**

**Municipal Accessibility Plan**  
(updated January 2024)

**Council Message:**

At the Township of Armour, we value accessibility, and look to provide accessible options with all of our services. We are committed to creating and maintaining accessible environments where residents and visitors can have access to programs and services in a way that will respect their dignity and independence. Council fully support the goals of the Accessibility for Ontarians with Disabilities Act (AODA) and remain committed to working with the Accessibility Advisory Committee and Staff to establish policies, practices, and procedures which are consistent with the accessibility standards established under the AODA.

Local municipal governments play an important role in the planning and development of communities and the Township offers wide range of municipal processes created to ensure that public services and facilities are accessible to everyone. It is a priority of the Township to ensure accessible customer service, information and communication, employment, streets, parks, meeting places, programs, services, public buildings and elections.

By making accessibility a priority, the Township of Armour ensures that it continues to be a great place to live, work and play for everyone.

**Accessibility Planning:**

The Township of Armour, both as an employer and service provider, is committed to barrier free access and will:

- Take a leadership role in setting an example to the business, institutional and volunteer sectors in terms of access and integration, employment equity, communications, recreation, and education.
- Identify barriers and gaps in existing facilities and services.
- Continually improve the level of accessibility of municipal facilities, programs and services.
- Actively encourage input from all segments of the community in the design, development and operation of new and renovated municipal facilities and services.
- Ensure the provision of quality services to all members of the community with disabilities.
- Provide resources and support to give effect to the Plan.
- Promote accessibility within the community.

**Identification of Barriers:**

The intent of the Plan is to prevent, identify and remove barriers. Barriers are obstacles that stand in the way of people with disabilities from being able to do many of the day- to-day activities that people take for granted. A barrier is anything that prevents a person with a disability from fully participating in all aspects of society because of a disability. The traditional definition of a barrier used in the context of accessibility has been expanded to include obstacles beyond physical boundaries. There are several other categories of barriers to consider, such as:

**Environmental Barriers:** Features, buildings or spaces that restrict or impede physical access. For example, a doorway that is too narrow to accommodate entry by person in a motorized scooter.



**Communication Barriers:** Obstacles with processing, transmitting or interpreting information. For example, print on a brochure that is too small to read or documents not available in alternative formats.

**Attitudinal Barriers:** Prejudgments or assumptions that directly or indirectly discriminate. For example, assuming that all visually impaired persons can read Braille.

**Technological Barriers:** Occurs when technology cannot or is not modified to support various assistive devices and/or software. For example, a website that does not provide for increased text size or contrast options.

**Systemic Barriers:** Barriers within an organization's policies, practices and procedures that do not consider accessibility. For example, listing a driver's license as an employment qualification for an office position may prohibit persons with visual impairments from applying.

#### Integrated Accessibility Standards Regulation (IASR):

The Integrated Accessibility Standards Regulation (IASR) - Ontario Regulation 191/11 covers accessibility standards including Information and Communication, Employment, Transportation, Design for Public Spaces (including the built environment), and Customer Service. There is a phased-in approach to compliance with deadline dates for each standard being based upon organization type and size, with the goal of a fully accessible province by 2025.

#### Information and Communication Standard:

The Information and Communications Standards of the AODA list rules for organizations to create, provide, and receive information and communications that people with disabilities can access. The standards give all people an equal chance to learn and be active in their communities.

#### Accessible Formats and Communication Support:

Organizations must provide or arrange accessible formats and communication support when providing information to people with disabilities, upon request.

Accessible formats, sometimes called alternate formats, are ways of presenting printed, written, or visual material so that people with print disabilities can access it. For instance, accessible formats include:

- Large print
- Accessible digital files, such as:
  - Html
  - Microsoft Word
- Text transcripts of visual or audio information

Accessible formats and communication support must be given in a timely manner when requested. Moreover, organizations cannot charge more for accessible formats or communication supports than for the original format. Organizations should work with the person asking for the information to find out what format or support the person needs. If conversion to a certain accessible format or communication support is not technically possible, the organization must explain why and summarize the information.

#### Employment Standard:

The Employment standard focuses on policy, procedures and training requirements to identify and remove barriers in the workplace. This standard requires employers to have processes in place to determine an employee's accommodation needs. This component also addresses key processes in the life cycle of a job such as recruitment, assessment, selection and retention. The Township of Armour ensures



all policies and practices reflect the requirements under the AODA and will continue to develop or update policies as necessary for compliance with this and other legislation.

#### Design of Public Spaces Standard:

The Design of Public Spaces standard focuses on removing barriers in public spaces and buildings that are newly constructed or redeveloped. Technical requirements have been developed for beach access, outdoor public use seating areas, outdoor play spaces, exterior paths of travel, service counters, maintenance, etc. Understanding a wide variety of barriers for persons with disabilities in the physical environment is essential to implementation of the standard. Staff will review the design standards that must be met and how they are meeting them. The Township understands the importance of a built environment that allows for independence and participation for persons with disabilities. Public spaces will receive regular inspections and preventative maintenance to ensure that accessible elements are in proper working order. If an accessible element (ramp, tactile surface, etc.) becomes damaged and is unusable a service disruption notification will be placed on the Township's website as well as the social media account. Emergency maintenance will take place to ensure that the accessible element is restored to working order as soon as possible.

In addition to the Design of Public Spaces Standard, the Ontario Building Code has been amended to include accessible requirements. The amended Building Code is used when the Township is issuing building permits and conducting building inspections.

#### Customer Service Standard:

The Customer Service Standard ensures that people with disabilities receive goods and services in a manner that considers their disability. Accessible customer service means dignity, independence, integration and equal opportunity for all people. All staff is trained on the practices and procedures for accessible customer service including the following:

- The use of assistive devices by persons with disabilities;
- The use of service animals by persons with disabilities;
- The use of support persons by persons with disabilities;
- Notice of temporary disruptions in services and facilities.

#### Conclusion:

The Township of Armour continues in its efforts and commitment to remove barriers from within all municipal facilities – buildings, parks, and amenities. While the goals outlined in this are primarily directed towards persons with disabilities, many of the achievements associated with accessibility will benefit all municipal residents. In accordance with provincial legislation, the Township of Armour will continue to meet its compliance obligations by developing and implementing programs, policies and initiatives that create and maintain an accessible and inclusive community. The identification and removal of barriers will continue to be an ongoing activity for municipal staff.

#### Municipal Highlights:

The Township of Armour is located in the south east corner of the Parry Sound District, 14 kilometres north of the District of Muskoka with Highway # 11 passing through it from south to north. The Township is situated in the Almaguin Highlands Tourist area and the population increases in the summer months to between 4,000 and 5,000 people in the form of seasonal tourists using our trailer parks and resorts, and owners of seasonal properties around our many lakes. Snowmobiling is an active winter recreation sport in Armour Township, with well-maintained trails by the local snowmobile club. Our Township is a preferred destination because of our topography, picturesque scenery and amenities.

Armour Township shares services with the Township of Ryerson and the Village of Burk's Falls, these services are the Fire Department, the Landfill and Recycling Depot, the Arena and the Public Library. Armour Township also shares Economic Development services on a Regional basis.

Health Unit Services are provided by the North Bay Parry Sound District Health Unit.

Plan Development Working Group:

Staff and Council of the Township of Armour with consultation with members of the public developed this plan. This plan has been compiled using their personal experiences and consultation with the residents of the municipality. The Municipal Corporation of the Township of Armour is committed to providing quality programs and services that are accessible to all persons served by the municipality.

Initiative:

Council and staff of the Township of Armour will review the current status of all buildings, parks and playgrounds owned and operated by the municipality and general policies and procedures to identify, remove and where possible, prevent barriers for people with disabilities.

Decision Making Review:	Council
Review Methodologies:	Policy and Operational Review
Review Date:	Every 5 years
Identified Existing Barriers:	Environmental, Communication, Attitudinal, Technological and Systemic
Target Group for Plan:	General Public and Staff
Activity:	Update Accessibility Plan
Time Period of Activity:	2024-2029

Operational Review:

The Township of Armour is a small rural municipality with few public buildings. Over the years, Staff have provided courteous service and fulfilled requests for goods to all the public, providing for individual assistance to those with disabilities when the need arises.

Other Organizations and Agencies Participating in This Plan:

The Burk's Falls and District Historical Society is an active organization involved in the municipality. This group of community volunteers use the municipally owned building known as the Watt Century Farm House Heritage Centre, 827 Chetwynd Road, Burk's Falls. This heritage centre contains local artifacts and is seasonally opened to the public.

Municipal Buildings and Parks:

**1. Municipal Office and Council Chambers, 56 Ontario Street**

This single storey building with a full basement contains the municipal Administration Offices, Building Department and Council Chamber for the Township of Armour. The Waste Management Co-ordinator, By-law Enforcement Officer(s) and Economic Development Office is situated below level. This building is frequently used by the public. Disabled parking is provided and identified by signage. The front entrance is accessible via a ramp, complete with an automatic door opener. Council chambers is also wheelchair accessible. The building is

equipped with staff washrooms, staff kitchen facilities and storage areas. Two accessible public washrooms are provided. The Council chambers are equipped with auditory and visual aid equipment.

Identified Issues:

- Gravel parking lot may make building accessibility a challenge
- Stairs to the lower level
- Future employees with a disability will be afforded individual accommodation plans and be reviewed

Opportunities for Improvements:

When funds are available the following should be considered a priority:

- Pave parking lot of the municipal office building upon approval from MTO
- Install a chair lift

Over the past 5 years no accommodations have been requested concerning the above identified issues or opportunities for improvement.

**2. Municipal Garage, 564 Garage Road**

This is a single storey building which houses the road department trucks, grader, backhoe, excavator/brusher, lunchroom and storage. A sand/salt storage building is also located on this property. These buildings and property are not normally frequented by members of the public.

Identified Issues:

- Gravel parking lot may make building accessibility a challenge
- No automatic door opener
- No handicapped parking is designated
- A single step up is required to access the staff lunchroom

Opportunities for Improvements:

When funds are available the following should be considered a priority:

- Designate a handicapped parking location and pave that area
- Make staff lunchroom and washroom accessible

Over the past 5 years no accommodations have been requested concerning the above identified issues or opportunities for improvement.

**3. Berriedale Community Centre, 232 North Pickerel Lake Road**

This single storey building is not currently being used as a community centre, and is leased to a private individual who runs a seasonal antique store. No improvements are proposed for this structure.

**4. Landfill/Recycling Centre, 141 Chetwynd Road**

The landfill area is land that is used to accept household waste, and includes a designated drop off area accessible by the public. Recycling material is processed in a main building which is not accessed by the public. A steel Quonset building houses the designated area for the public to sort recyclables and is accessible from an asphalted parking area. A covered roof area is used seasonally as a re-use area for the public to drop off or pick-up reusable items. Signage to direct individuals with special needs are in place.



#### Identified Issues:

- Facility cannot accommodate staff with special needs in current condition
- Individuals with special needs cannot function independently in the facility's current condition

Over the past 5 years no accommodations have been requested concerning the above identified issues.

#### **5. 12 Three Mile Lake Road**

This property consists of a wood frame building and a wood framed shingled canopy for shelter. There is a gravel drive with a large grass and gravel parking area. The facility has been rented to a food vendor, who operates out of a personal trailer on an annual lease. No improvements are planned for this location at this time.

#### **6. Katrine Community Centre, 6 Brown's Drive**

This is a single storey building with a basement that is used as a community centre/meeting hall. The building is accessible via a ramp. The building includes a kitchen, storage, bar, office and washrooms. The baseball diamond area includes bleachers, picnic tables, a canteen with washrooms and a shelter. The Katrine Community Centre is an active facility in the municipality. In 2020, a technological renovation to allow for virtual meetings and presentations was installed. In 2021, a lit outdoor ice rink was installed on the property which serves as a basketball court in the summer. The ice rink is inspected daily during the operating season for hindrances to accessibility and safety. In 2023, the building had a complete and comprehensive renovation for accessibility improvements and greater public engagement opportunities through new technology. The facility is used by the public for community social and recreational events. The basement of this facility is used as a seniors' meeting and recreational area and is equipped with a chairlift. This is a multi-purpose service for both indoor and outdoor activities with accessible parking access. The paved parking lot also serves as a car pool parking area for the Almaguin region. A plan for additional renovations, subject to budget approvals and timing of construction to be determined.

#### Identified Issues:

- No accessible outdoor public use seating areas
- No lit sports field
- No playground

Over the past 5 years no accommodations have been requested.

#### **7. Watt Century Farm House Heritage Centre, 827 Chetwynd Road**

This two-storey historic building with an unfinished basement was constructed in 1902 and contains the Burk's Falls and District Historical Society's museum artifacts. The property was acquired by the Township from Northland Power in 2019 and is operated by community volunteers. The basement is not open to the public and does not contain any artifacts. The facility contains two levels of local artifacts and is a re-creation of an early 1900s-homestead. Numerous accessibility improvements have been made, including an access ramp with railing enhancements to the building, an electric chair lift to allow access to the upper level of the heritage centre, door bell, widening of doorways to allow for wheelchair access throughout the main level, visual fire alarms, stonework improvements to pathways for safe travel, and a seasonal rental of an accessible portable washroom on site. A plan for additional renovations, subject to funding, budget approvals and timing of construction to be determined.



#### Identified Issues:

- No handicapped parking is designated
- No accessible indoor washroom
- Gravel parking area may make accessibility a challenge
- No automatic door opener
- Stairs to the basement

The municipality strives to continue addressing accessibility concerns as they arise.

#### **8. Doe Lake Municipal Park, 1014 Ferguson Road**

This municipal park is complete with public beach, washroom building equipped with a wheelchair ramp and sensor lighting. The park has picnic tables, a shade structure, beach volleyball area, basketball pad and net, swings, and playground equipment. The playground equipment was upgraded in 2010 to include new equipment and barrier free play. The beach area has accessible access to the swim area with a paved ramp into the water. A separate new interlocking stone boat ramp was constructed in 2019 for watercraft. Accessible parking spaces are designated and signed. Weekly inspections of the playground are completed during the summer months for hindrances to accessibility and safety.

#### Identified Issues:

- Install new accessible picnic tables and ensure that the ground surface leading to and under the accessible tables is level, firm, and stable to accommodate mobility aids, and enough clear space around the accessible tables is provided so people using a mobility aid can approach the tables

Over the past 5 years no accommodations have been requested concerning the above identified issues.

#### **9. Halcyon Shore Beach, across from 2159 Pickerel & Jack Lake Road**

This public beach opened in the spring of 2017. The location offers a public beach, picnic tables, and playground equipment, including swings. The playground equipment is inspected weekly during the summer months for hindrances to accessibility and safety. A seasonal portable washroom is on site.

#### Identified Issues:

- Install new accessible picnic tables and ensure that the ground surface leading to and under the accessible tables is level, firm, and stable to accommodate mobility aids, and enough clear space around the accessible tables is provided so people using a mobility aid can approach the tables
- No handicapped parking is designated
- No accessible washroom

Over the past 5 years no accommodations have been requested concerning the above identified issues.

#### **10. Three Mile Lake Public Beach, 5 Sunnylea Avenue**

A plan for this new location is to be completed, subject to budget approvals; timing of construction to be determined. The Township of Armour acquired this property in 2022.

#### **11. Richard Thomas Memorial Park, 134 Pickerel & Jack Lake Road**

This park is formerly known as Thompson Rapids and is on the Magnetawan River. The location offers a picnic area with picnic tables and a seasonal portable

washroom on site. Parking is across the travelled road. The swimming area is not accessible to everyone due to the river rocks and rapids.

**Identified Issues:**

- Install new accessible picnic tables and ensure that the ground surface leading to and under the accessible tables is level, firm, and stable to accommodate mobility aids, and enough clear space around the accessible tables is provided so people using a mobility aid can approach the tables
- No handicapped parking is designated
- No accessible washroom
- The parking lot is across the travelled road from the public beach

Over the past 5 years no accommodations have been requested concerning the above identified issues.

**12. Pickerel Lake Park, 180 Kent Road**

This location offers public access to Pickerel Lake via a natural, sand and gravel boat launch and beach. There is a picnic area and a seasonal portable washroom on site.

**Identified Issues:**

- Install new accessible picnic tables and ensure that the ground surface leading to and under the accessible tables is level, firm, and stable to accommodate mobility aids, and enough clear space around the accessible tables is provided so people using a mobility aid can approach the tables
- No handicapped parking is designated
- No accessible washroom

Over the past 5 years no accommodations have been requested concerning the above identified issues.

**ZONING BY-LAW NO. 5-2024**

**A BY-LAW TO AMEND  
ZONING BY-LAW NO. 27-95 AS AMENDED**

**(Application of Mark and Susan Armstrong)**

**MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

56 Ontario Street  
Burk's Falls, Ontario  
P0A 1C0

**EXPLANATORY NOTE**

**To Zoning By-law No. 5-2024**

**Passed by the Council of the Municipal Corporation of the  
Township of Armour**

Lands Affected:	This By-law applies to parts of Lots 21, 22, 23 and 24 in Concessions III, IV and V together known municipally as 723 Skyline Drive in the Township of Armour, as shown in detail on Schedule 'A' attached.
Present Zoning:	The comprehensive Armour Township Zoning By-law No. 27-95, as amended, places the majority of the property in the Rural (Ru) Zone with a portion zoned Flood Plain (FP) containing all of Russell Lake, and its outflow creek, located within the subject lands.
Proposed Zoning:	This By-law will maintain the current Rural (Ru) Zone on the subject lands but adds a special Rural Exception No.107 (Ru-107) Zone to prohibit further land division of the approved technical consents B-032/23, B-033/23, B-034/23 and B-035/23 plus the retained parcel. These consents recreated five formerly existing rural lots to their former state before their titles were legally merged in error. All of the subject lots are oversized with frontages on Skyline Drive. Rural Exception (Ru-107) Zone will limit their minimum lot frontages and minimum lot areas to as they existed on the date of their severance approvals by the Planning Board.
Official Plan Designation:	The Armour Township Official Plan designates the subject lands as Rural Community and Flood Plain Areas with an Environmental Constraint - Stratum 2 Potential Winter Deer Habitat. The proposed Zoning By-law amendment conforms with the regulations of the Official Plan. To ensure conformity of the subject Zoning By-law Amendment, the Official Plan is also being amended as a condition of approval by the Planning Board, to permit the subject consents which would otherwise be denied as breaching the backlot development restrictions around Three Mile Lake.
By-Law Purpose:	All of the subject consents involve previously existing lots with oversized frontages on Skyline Drive. The Rural Exception (Ru-107) Zone will limit the minimum frontages and minimum areas of the subject lots to as they existed on October 25, 2023 the approval date of their severances by the Planning Board. This will legally prohibit future development of these lands into smaller parcels, by any means of land division, thereby preventing backlot development around Three Mile Lake.



**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR**

**ZONING BY-LAW NO. 5-2024**

Being a By-law under the provisions of Section 34 of the **Planning Act, R.S.O. 1990**, to amend Zoning By-law No. 27-95 as amended of the Municipal Corporation of the Township of Armour, with respect to parts of Lots 21, 22, 23 and 24 in Concessions III, IV and V together known municipally as 723 Skyline Drive in the Township of Armour, District of Parry Sound.

**WHEREAS THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR** has reviewed Zoning By-law No. 27-95 as amended and deems it advisable to amend same:

**NOW THEREFORE THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR ENACTS** as follows:

1. **THAT** Section 19 Exceptions of Zoning By-law No. 27-95, as amended, is hereby amended by adding thereto the following exception clause:  
  
"Ru-107 Schedule 'A-6'  
Notwithstanding the provisions of Rural (Ru) Zone Section 6.3 "*Zone Requirements for Dwellings and Institutional Uses Permitted*" of the Armour Township Zoning By-law No. 27-95, as amended, the Minimum Lot Frontage and Minimum Lot Area of any existing lot within the subject lands shall remain as it existed on October 25, 2023 the date of its severance approval by the Southeast Parry Sound District Planning Board"; and
2. **THAT** Schedule 'A-6' of Zoning By-law No. 27-95, as amended, is hereby amended by changing the zoning classification of the subject lands forming parts of Lots 21, 22, 23 and 24 in Concessions III, IV and V, known municipally as 723 Skyline Drive, from the Rural (Ru) Zone to the Rural Exception No.107 (Ru-107) Zone in accordance with Schedule "A" attached hereto and by this reference forming part of this By-law; and
3. **THAT** this By-law shall come into force on the date it is passed by the Council of the Municipal Corporation of the Township of Armour subject to the provisions of the **Planning Act, R.S.O. 1990**.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 9<sup>th</sup> day of January, 2024.

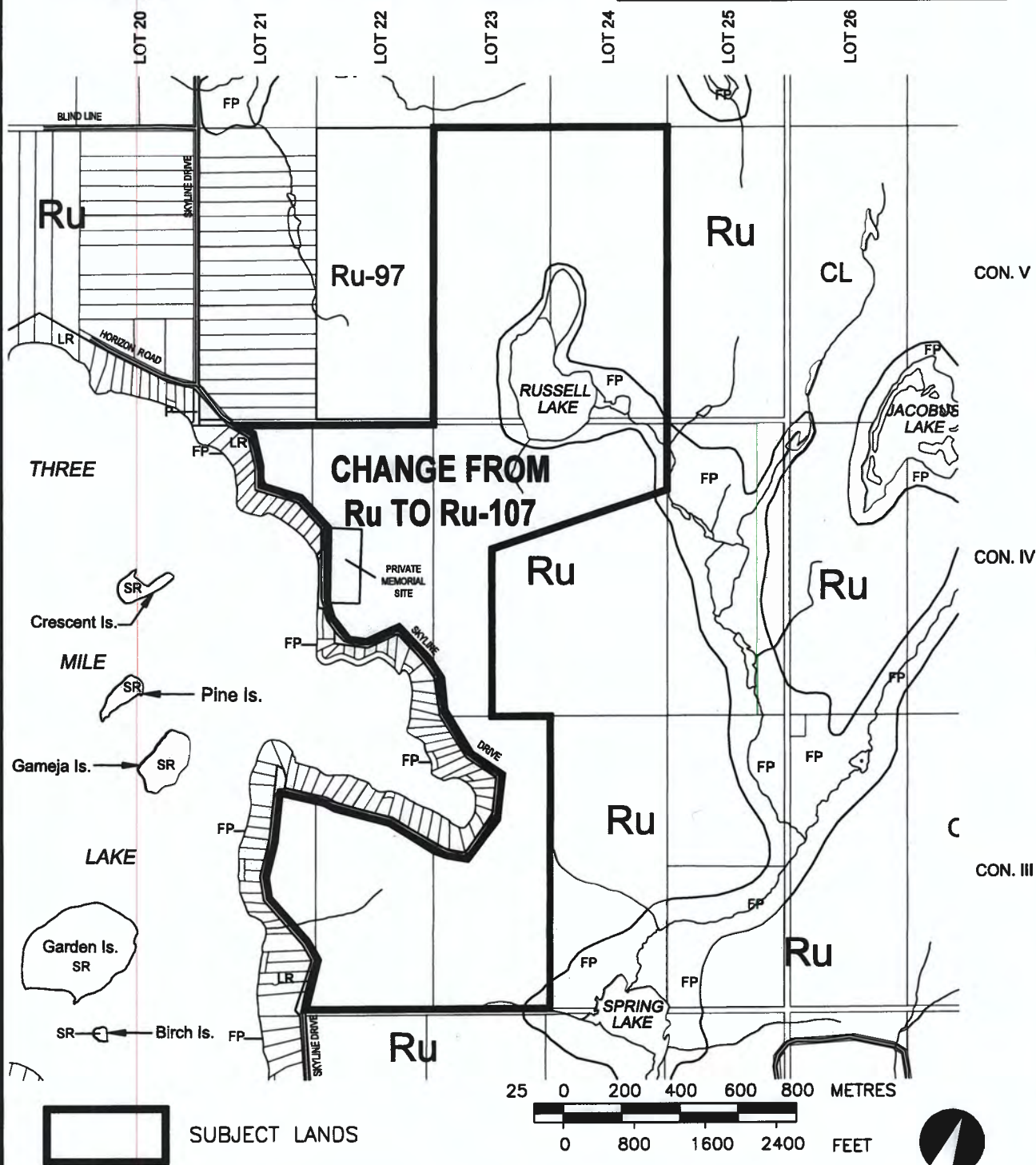
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Rod Ward, Mayor

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John Theriault, Clerk

Municipal Corporation of the Township of Armour  
SCHEDULE "A" TO ZONING BY-LAW No. 5-2024



THIS IS SCHEDULE "A" TO BY-LAW No. 5-2024 MAYOR \_\_\_\_\_  
PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024 CLERK \_\_\_\_\_

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR

BY-LAW # 6-2024

Being a by-law to adopt both the Armour Township Official Plan  
Amendment No. 5 and Zoning By-law No. 5-2024 to Amend  
Comprehensive Zoning By-law 27-95, as Amended

**WHEREAS** the Council of the Municipal Corporation of the Township of Armour held a Public Meeting on the 9<sup>th</sup> day of January, 2024 respecting Council's intent to amend both the Township of Armour Official Plan and Zoning By-law to satisfy conditions 5 and 6 of technical consents B-032/23, B-033/23, B-034/23 and B-035/23 approved by the Southeast Parry Sound District Planning Board;

**AND WHEREAS** Council has given serious consideration for the need to adopt amendments to both the Official Plan and Zoning By-law of the Township of Armour;

**AND WHEREAS** Council has determined that the proposed Amendments are appropriate and desirable for the development of the municipality in general;

**NOW THEREFORE** the Council of the Corporation of the Township of Armour, in accordance with the provisions of the Planning Act, R.S.O. 1990, c. P. 13, as amended, hereby enacts as follows:

- 1. That Amendment No. 5 to the Official Plan and By-law No. 5-2024 of comprehensive Zoning By-law 27-95, as amended, being the attached text, are hereby adopted; and
- 2. That this By-law shall come into force and take effect on the day of final passing thereof.

Read in its entirety, approved,  
signed and the seal of the  
Corporation affixed thereto and  
finally passed in open Council  
this 9<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Rod Ward, Mayor

\_\_\_\_\_  
John Theriault, Clerk



**AMENDMENT NUMBER 5  
TO THE OFFICIAL PLAN OF  
THE TOWNSHIP OF ARMOUR**

**MUNICIPAL CORPORATION OF THE TOWNSHIP OF ARMOUR  
(Application of Mark and Susan Armstrong)**

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**AMENDMENT NUMBER 5**

**TO THE**

**TOWNSHIP OF ARMOUR OFFICIAL PLAN**

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# **AMENDMENT NUMBER 5 TO THE TOWNSHIP OF ARMOUR OFFICIAL PLAN**

## **INDEX**

### **PART “A” - THE PREAMBLE**

The Preamble provides an explanation of the proposed Amendment including the purpose, extent, background information, and basis but does not form part of this Amendment.

### **PART “B” - THE AMENDMENT**

The Amendment describes the changes to the Armour Township Official Plan which constitute Official Plan Amendment Number 5.



## **PART “A” - THE PREAMBLE**

### **PURPOSE**

The purpose of the Amendment is to add policy to the Armour Official Plan to satisfy a condition of technical consents B-032/23, B-033/23, B-034/23 and B-035/23 approved by the Southeast Parry Sound District Planning Board. These consents, including the retained parcel, restored five formerly existing rural lots to their former state before the titles to these properties were legally merged in error.

### **LOCATION**

The Amendment applies to parts of Lots 21, 22, 23 and 24 in Concessions III, IV and V together known municipally as 723 Skyline Drive in the Township of Armour.

### **BACKGROUND**

A privately initiated application to amend the Armour Township Official Plan was received from Mark and Susan Armstrong on October 10, 2023. The application requests an amendment to the Official Plan to allow the creation of four lots, plus the retained parcel, which are the identical properties as five lots allowed to merge in title in error.

Essentially no new development is being approved, but by their location the above consents will breach the back lot development prohibition for severences in the Rural Community or Waterfront Community areas of Armour Township located within 300 metres of any lake or substantial creek or river.

The subject consents have received approval by the Southeast Parry Sound Planning Board on condition that Armour Township add policy to their Official Plan to allow unmerging of the lots without breaching the backlot prohibition in the Official Plan.

The application therefore requests relief from Section 3.1.1(g) of the Armour Official Plan which would otherwise prohibit the subject consents as “backlot severences”.

### **BASIS**

The basis for this Amendment is that the subject consents are simply to re-establish previously existing large non-waterfront lots which were merged in title by error. The application is of a technical nature to correct a legal error. The consents have been approved by the Planning Board on condition of an Official Plan Amendment which is supported by Armour Township Council as representing good planning.

### **IMPLEMENTATION AND INTERPRETATION**

This Amendment shall be in accordance with the policies of the Armour Official Plan.

## **PART “B” - THE AMENDMENT**

All of this part of the document entitled **Part “B” - The Amendment**, consisting of the following text constitutes Amendment No.5 to the Armour Township Official Plan.

### **DETAILS OF THE AMENDMENT**

The Official Plan of the Township of Armour is hereby amended as follows:

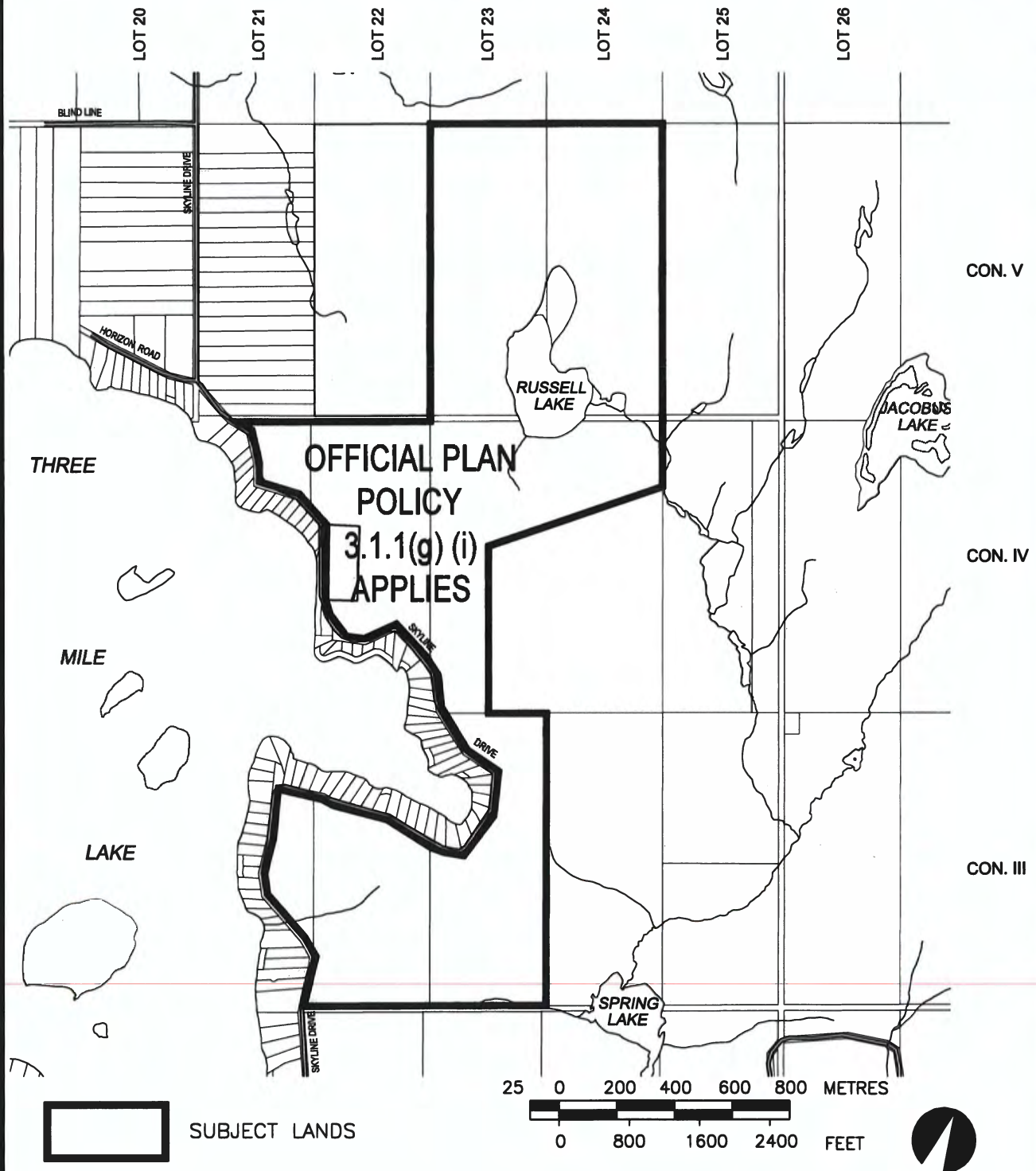
1. Sub-section **3.1.1 (g) Severance Policies** is amended by adding the following clause and re-numbering the Subsection accordingly:

“3.1.1(g)

- (i) *Notwithstanding Armour Township Official Plan Policy 3.1.1(g) consents approved by the Southeast Parry Sound District Planning Board as B-032/23, B-033/23, B-034/23 and B-035/23 plus the retained parcel, and known in a block as 723 Skyline Drive, do not meet the definition of backlot development as they re-establish existing lots of record which were merged in title by error.”*

2. A location map will be added to Section 3.1.1 SEVERANCES to reference and locate the new policy above.

# Municipal Corporation of the Township of Armour Location Map for Official Plan Amendment No.5



LOCATION MAP FOR OFFICIAL PLAN AMENDMENT NO. 5

\_\_\_\_\_ 2024 MAYOR \_\_\_\_\_ CLERK \_\_\_\_\_



# Planning Department Report

## Consents

Roll #	Address	Date	File #	Status	Note
2-23700; 2-29200; 2-29300	Con 9 Lot 20, Con 10 Lot 20	10/02/2023	B-075/22 & B-076/22	FUP with Applicant - Agreements	Lot addition of two lots to 2-29300 New: 42R-22252
<b>1-20180</b>	<b>467 Doe Lake Road</b>	<b>12/20/2023</b>	<b>B-054/21</b>	<b>All conditions satisfied - file closed</b>	<b>Sever NetSpectrum Tower from Lot</b>
3-04850	Con 11, Part Lot 21	11/22/2021		Pre-Consultation / Studies Required	Sever 10 Acre Waterfront Lot to create 2 new seasonal residential lots
1-09102	875 B Cherry Hill Road	04/06/2022	B-001/22	Notice of Decision	Exemption from 8-2022
3-23900	670 Berriedale Road	10/02/2023	B-048/22; B-049/22; B-050/22; B-051/22	Notice of Decision - FUP w Applicant	Create 4 new commercial lots + retained
1-43200 / 1-43300	442 Three Mile Lake Road	06/14/2023	B-036/22	Suitable Entrance - Condition Satisfied	Unmerge lots to create 2 residential properties
2-10200	Con 7 & 8, Part Lots 17 & 18	05/10/2023	B-055/22 & B-056/22	B-056/22 conditions satisfied	Create 2 new lots + retained - Aggregate Area
1-04800	268 Sunset Pass	10/02/2023	B-004/23 & B-005/23	FUP with Lawyer on road dev trf	Create 2 new lots + retained
3-04000	173 Elk Road	10/23/2023	B-013/23; B-014/23; B-015/23; B-016/23	Suitable Entrance - Condition Satisfied	Create 4 new lots + retained
1-59501	572 Ferguson Road	05/11/2023	B-099/22; B-100/22; B-101/22; B-102/22; B-103/22	Notice of Decision	Create 5 new lots + retain RC-25
3-19700	Con 13 Part Lot 11	11/25/2022		Legal, CBO, By-law, Engineers Involved	Site Alteration / Rezoning issue / FP update
3-09000	68 Berriedale Road	03/06/2023		Pre-Consultation	Applicant proposing revised consent application
2-17600	13 Garage Road	03/08/2023		Awaiting Application	Proposing 2 new residential lots
2-10500	371 Relative Road	11/15/2023	B-011/23 & B-012/13	Suitable Entrance - Condition Satisfied	Create 2 new lots + retained - Stop Work Order Lifted 10/2022
3-05410	1761 Pickerel & Jack Lake Road	11/24/2022		Awaiting Application	Create 1 new lot + retained
3-23900	Con 14, Part Lot 11	04/03/2023		Legal Advice First on Consent	land lease community with approx 22 homes
3-24300	Con 14, Part Lot 14	09/07/2023	B-024/23	Notice of Decision	Create 1 new lot + retained
<b>1-63700</b>	<b>723 Skyline Drive</b>	<b>01/09/2024</b>	<b>B-032/23, B-033/23, B-034/23; B-035/23</b>	<b>Public Meeting - OPA &amp; ZBA</b>	<b>Sever merged lots to create 4 new residential lots - OPA required</b>
3-07800	151 Stoney Road	08/01/2023		Awaiting Application	Create new lot + retained (original lot of record)
3-02500	96 Pickerel & Jack Lake Road	12/01/2023		Awaiting Revised Application	Create 1 new lot + retained in CHMH
<b>SOLAR</b>	<b>221 Peggs Mountain Road</b>	<b>01/11/2024</b>		<b>Pre-consultation meeting</b>	<b>Solar Battery Storage Facility</b>
3-11500	365 N Pickerel Lake Road	10/18/2023		Pre-consultation	Create 3 new lots + Retained
<b>2-05102</b>	<b>1409 Chetwynd Road</b>	<b>01/02/2024</b>	<b>B-039/23 &amp; B-040/23</b>	<b>Planner</b>	<b>Create 2 new lots + Retained</b>
3-19105	446 Berriedale Road	11/03/2023		Pre-consultation	FP area by OLS required to ensure 2 acres of developable land
<b>3*12401</b>	<b>90 Ely Side Road</b>	<b>01/11/2024</b>		<b>Pre-consultation</b>	<b>Retained lot does not meet minimum frontage requirements</b>

## Planning Department Report

### Site Plans

Roll #	Address	Date	File #	Status	Note
2-27100	Con 10 Pt Lot 6	12/01/2023	Partial Refund of Site Works	SPA Registered - LOC File Remains Open	Commercial Development - Industrial Park 2
3-22400	385 Kent Road	06/15/2022		Awaiting Application	RC use - 5 off grid cabins
3-23905	809 Berriedale Road	06/14/2023		File Closed - LOC File Remains Open	New rural industrial business
2-07015	51 Commercial Drive	02/28/2023		Pre-Consultation - PJR Required	Second commercial building w 8 residential units on 2nd storey
3-23900	Con 14, Part Lot 11	04/03/2023		Awaiting Application	land lease community with approx 22 homes
3-07625	Con 11 Part Lot 32	09/13/2023		Shoreline Rehabilitation Plan	Tim Bryson sent recommendations via email
2-29412	790G Garage Road	01/04/2024		Pre Pre-consultation	Storm Water Management Plan also required

### Subdivisions

Roll #	Address	Date	File #	Status	Note
1-08900	Cherry Hill Rd / Deer Lake	04/01/2022		Awaiting Application - New Lake Study	14 lot subdivision with common element road
2-13400	Hill Top Road	01/05/2022		Pre Pre-Consultation	120 lot subdivision
3-18900	North Pickerel Lake Road	05/03/2022		Awaiting Application	Proposing 16 lot subdivision - 5th concept

### Shore Roads

Roll #	Address	Date	File #	Status	Note
3-04400	1181A Pickerel & Jack Lake Rd	04/28/2021		Draft Survey to be registered	
3-19700	589 Berriedale Road	11/01/2022		Letter to Applicant	Road Allowance between Lot 10 & 11, Con 13
1-60200	33 Maple Lane	11/15/2023		Legal	Registered survey received 09/05/2023
2-27500	Con 10 Part Lot 7	11/29/2023		Letter to Property Owner	Trf travelled road to allow for road frontage

### Zonings

Roll #	Address	Date	File #	Status	Note
2-28400	Con 10 Lot 12	05/02/2022		Pre Pre-Consultation	Three Phased Development of 100 acre lot
3-22400	385 Kent Road	06/15/2022		Awaiting Application	Ru to RC
2-07015	51 Commercial Drive	02/28/2023		Pre-Consultation- PJR Required	Site Specific - Commercial w Residential units
1-76300	868 Skyline Drive	03/23/2023		Pre Pre-Consultation	To fup 2024 re: Temp Use By-law for trailer
ZBA	Additional Residential Units	04/11/2023		Draft to Council	in conjunction with OPA4 - Bill 23
ZBA		09/13/2023		NBMCA req remove one septic rule	
3-23900	Con 14 Pt Lot 11	04/03/2023		Awaiting Application	Proposing 22 lot leased land - not separate lots
3-19722	Con 13, Part Lot 11	09/05/2023		Municipal Planner concern of OPA too	Engineers agree to adjust FP mapping
1-64000	723 Skyline Drive	01/09/2024	B-032/23, B-033/23, B-034/23; B-035/23	Public Meeting	Sever merged lots to create 4 new residential lots - OPA required



## Planning Department Report

Official Plan					
Roll #	Address	Date	File #	Status	Note
ARMOUR	OPA4	08/25/2023		ARUs / Site Plan / Backlot / Frontages	Multi updates pending once legislation in place - Bill 23 / 97
1-64000	723 Skyline Drive	01/09/2024	B-032/23, B-033/23, B-034/23; B-035/23	Public Meeting	Sever merged lots to create 4 new residential lots - OPA required

Minor Variance					
Roll #	Address	Date	File #	Status	Note
1-20180	467 Doe Lake Road	12/20/2023		File Closed	Condition for Consent B-054/21
1-29525	261 Owl Lake Road	11/21/2023		Awaiting Application	Accessory Dwelling Unit
1-17600	308 Doe Lake Road	11/30/2023		Awaiting Application	Extend Encroached Deck in length along the dwelling
1-49300	361 Sunnylea Avenue	01/02/2024		No application required	Decreased front yard acceptable - Section 11.5 of ZBA

TOTAL # OF TELECONFERENCE PRE-CONSULTATION MEETINGS TO DATE FOR 2024: 2



# BUILDING PERMIT REPORT

January 2024

15

## CURRENT PERMITS

### 2022 Permits

PERMIT #	ROLL #	DATE OF ISSUE	LEGAL DESCRIPTION	WORK TYPE	INSPECTIONS	COMMENTS
22-107	4919 000 003 11145	November 24 2022	Con 12 RP42R13517 Part 1	Garage	INSUL/VB	Renewal #21-075, Sent letter
22-110	4919 000 003 11145	November 25 2022	Con 12 RP42R13517 Part 1	New Home	OCCUPANCY	Renewal #21-074, Tarion #112436, Sent letter
22-114	4919 000 002 32400	December 5 2022	PCL 23491 Con 10 PT Lot 30	Seasonal Residence	INSUL/VB	Renewal #18-076, #20-040, #21-097, Sent letter
22-115	4919 000 001 66110	December 6 2022	Con 5 PT Lot 5	Garage	FRAME	Renewal #15-009, #19-013, #21-095, Sent letter
22-117	4919 000 003 19900	December 6 2022	Con 13 Pt Lot 13	Garage	INSUL/VB	Renewal #20-073, Sent letter
22-120	4919 000 001 22300	December 19 2022	Con 2 PT Lot 9	Seasonal Residence	OCCUPANCY	Renewal #20-068, Sent letter
22-122	4919 000 003 23600	December 19 2022	Con 14 Lot 8	Garage Addition	FRAME	Renewal 19-073, #21-102, Sent letter
22-123	4919 000 001 53600	December 19 2022	Plan M261 Lot 41	Deck Rebuild	FRAME	Sent letter

### 2023 Permits

23-001	4919 000 002 00200	January 5 2023	Con 6 Lot 2	Home Addition	INSUL/VB	Renewal #17-052, #19-020, #21-094
23-003	4919 000 002 29420	February 6 2023	Plan 42M632 Lot 10	Pole Barn	INSUL/VB	Renewal #19-023, #21-083
23-006	4919 000 001 31016	February 10 2023	Lot 9 Plan M444	Seasonal Residence	OCCUPANCY	Renewal #21-003
23-009	4919 000 001 03900	February 24 2023	Con 1 Lot 4	Foundation Repairs	FINAL FAILED	Renewal #21-029, E-mail sent
23-010	4919 000 001 03900	February 24 2023	Con 1 Lot 4 RP PSR552 Part 4	Seasonal Residence	INSUL/VB	Renewal 16-14, 18-075, 20-041, 21-030
23-011	4919 000 002 04703	February 24 2023	Con 6 Lot 17 RP 42R21232 Part 1	New Home	INSUL/VB	Renewal #21-033, Tarion #106661
23-014	4919 000 001 63500	February 24 2023	Con 4 Lot 17 Part 1	New Home	PLUMB/RI	Renewal #21-049, Tarion #107261
23-017	4919 000 001 06520	February 24 2023	Con 1 Lot 14 RP 42R13566 Part 2	Log Home	FRAME	Renewal #21-059, Tarion #108021
23-018	4919 000 001 06520	February 24 2023	Con 1 Lot 14 RP 42R13566 Part 2	Log Garage		Renewal #21-060
23-019	4919 000 001 72900	February 24 2023	Con 5 Lot 17 Part 5 Plan PSR-1997	Seasonal Residence	INSUL/VB	Renewal # 21-069
23-020	4919 000 003 05600	February 24 2023	Con 11 Lot 26 RP 42R19771 Part 1	New Home	OCCUPANCY	Renewal 19-025, #21-084, Tarion #58028
23-021	4919 000 001 32900	February 24 2023	Con 2 Lot 25 RP 42R10868 Pt 1	Games Building	INFLOOR HEATING	Renewal #19-063, #21-086
23-022	4919 000 002 01500	February 24 2023	Con 6 Lot 5	Home Alterations/Repairs	OCCUPANCY	Renewal #20-026, #21-087
23-024	4919 000 001 31018	March 14 2023	Plan M445 Lot 10	New Home	FRAME	Tarion #113080
23-025	4919 000 001 03200	February 22 2023	Con 1 Pt Lot 4 PCL	Home Addition		Renewal #22-013
23-028	4919 000 001 59320	March 6 2023	Con 4 PT Lot 3	Dock		
23-029	4919 000 001 77300	March 17 2023	Con 5 PT Lot 20 Plan PSR-1721	Home Addition	FRAME	
23-030	4919 000 001 09100	May 1 2023	Con 1 PT Lots 26 and 27	Log Home	BACKFILL	Tarion #113079
23-031	4919 000 002 01424	March 28 2023	Plan 42M675 Lot 2	New Home	INSUL/VB	Tarion #113078
23-032	4919 000 002 01424	March 28 2023	Plan 42M675 Lot 2	Garage	OCCUPANCY	
23-033	4919 000 003 05060	February 27 2023	Plan 42M662 Lot 6	New Home	BACKFILL	Renewal #21-077, Tarion #113077
23-034	4919 000 003 05060	February 27 2023	Plan 42M662 Lot 6	Garage	FOUNDATION	Renewal #21-078



# BUILDING PERMIT REPORT

January 2024

23-035	4919 000 003 05060	February 27 2023	Plan 42M662 Lot 6	Boathouse		Renewal #21-079
23-036	4919 000 003 05060	February 27 2023	Plan 42M662 Lot 6	Bunkie		Renewal #21-080
23-037	4919 000 002 29406	February 27 2023	Plan 42M632 Lot 4	Seasonal Residence	INSUL/VB	ORDER ON FOUNDATION/SITE PLAN, Renewal #21-085
23-039	4919 000 002 00300	February 27 2023	Con 6 Lot 3	Major Home Renovation	OCCUPANCY	Renewal #21-109
23-042	4919 000 001 20612	February 27 2023	Plan M451 Lot 7 PCL	New Home	PARTIAL OCCUPANCY	Tarion #109754, Renewal #22-001
23-043	4919 000 003 22100	March 20 2023	Con 13 PT Lot 25	Deck Alterations	FRAME	
23-044	4919 000 002 29700	In Review	Con 10 Lot 24	New Foundation/Pre-fab Trailer		
23-045	4919 000 001 79900	March 22 2023	Con 5 PT Lot 21 Plan PSR-1659	Garage	FRAME	Renewal #2022-071
23-047	4919 000 001 59100	March 29 2023	Con 4 Lot 1 PCL 5137	New Home	PLUMB/RI	Tarion #110662, Renewal #2022-010
23-048	4919 000 001 79600	April 14 2023	Con 5 PT Lot 21 Plan PSR-1659	Sunroom Addition	FINAL	
23-049	4919 000 003 17900	March 22 2023	Con 13 PT Lot 6	Utility Shed	FRAME	Renewal #18-71, #19-074, #22-005
23-050	4919 000 002 28600	April 18 2023	Con 10 Lot 14	Log Home	FRAME	Tarion #113497
23-051	4919 000 001 55400	April 24 2023	Plan M261 Lot 23	Bedroom Addition	INSUL/VB	
23-052	4919 000 001 73400	April 13 2023	Con 5 PT Lot 17	Shipping Container		Renewal #2022-008
23-053	4919 000 001 20602	April 25 2023	Plan M451 Lot 2	Deck	FOOTINGS	
23-056	4919 000 001 60900	April 28 2023	Con 4 PT Lot 6 RP	Seasonal Residence		
23-057	4919 000 001 70150	April 24 2023	Con 5 PT Lot 12	New Home	FRAME	Tarion #113680
23-060	4919 000 002 13500	April 26 2023	Plan 315 Lot 48	Pre-Fab Shop Repairs	FRAME	
23-061	4919 000 002 17605	April 25 2023	Con 8 PT Lot 11 RP	Quonset Hut	BACKFILL	Renewal #18-062, #22-007
23-062	4919 000 002 08304	May 8 2023	Con 7 PT Lot 6 RP	New Home	HVAC	Tarion #113681
23-063	4919 000 003 04300	May 8 2023	Con 11 PT Lot 19	Home Renovations	AIR BARRIER	
23-065	4919 000 001 79500	May 16 2023	Con 5 PT Lot 21 Plan PSR-1659	Garage	FINAL	
23-067	4919 000 003 07448	May 10 2023	Plan 42M618 Lot 4	Seasonal Residence	INSUL/VB	Renewal of #22-017
23-068	4919 000 003 05040	May 10 2023	Con 11 PT Lot 22	Seasonal Residence	FINAL	Renewal of #22-027
23-070	4919 000 001 74700	May 25 2023	Plan M237 Lot 8	Home Addition		
23-071	4919 000 001 78200	May 31 2023	Plan M237 Lot 3 PT Lot 2	Guest Sleeping Cabin		
23-072	4919 000 003 11010	June 5 2023	Con 12 PT Lot 9	Sunroom Addition	INSUL/VB	
23-073	4919 000 003 21200	June 12 2023	Con 13 PT Lot 22	New Home		Tarion #114312
23-078	4919 000 001 26505	June 8 2023	Plan M91 PT BLK C RP 42R21762 P	New Home	OCCUPANCY	Severence from #1-26500, Renewal of #2022-022, Tarion #114392
23-079	4919 000 001 26505	June 8 2023	Plan M91 PT BLK C RP 42R21762 P	Garage	FRAME	Severence from #1-26500, Renewal of #2022-023
23-080	4919 000 002 29400	May 31 2023	Plan 42M632 Lot 1 PCL 27253	Seasonal Residence	OCCUPANCY	Renewal of #2022-024
23-081	4919 000 002 29400	May 31 2023	Plan 42M632 Lot 1 PCL 27253	Guest Sleeping Cabin	PLUMB/RI	Renewal of #2022-025
23-082	4919 000 002 29400	May 31 2023	Plan 42M632 Lot 1 PCL 27253	Garage	FRAME	Renewal of #2022-026
23-083	4919 000 002 10200	June 12 2023	Con 7 PT Lots 17 and 18	New Home	BACKFILL	Tarion #114451 - REVOKED



# BUILDING PERMIT REPORT

January 2024

23-085	4919 000 001 59410	June 9 2023	Con 4 PT Lot 4	New Home	OCCUPANCY	Tarion #30596, Renewal of #16-26, 18-020, 19-002, 22-031
23-086	4919 000 003 12300	June 9 2023	Con 12 PT Lot 19	Home Repairs/Addition	INSUL/VB	Renewal of #15-51 & 17-59, 19-036, 22-032
23-087	4919 000 003 05215	June 9 2023	Con 11 PT Lot 22	Dormer/Roof (Home)	INSUL/VB	Renewal of #17-21, 19-055, 22-033
23-088	4919 000 001 79800	June 8 2023	Lot 21 Con 5 Pt 10	Shed	FRAME	Renewal of #12-03, 15-54, 19-057, 22-034
23-089	4919 000 003 00700	June 14 2023	Con 11 PT Lot 5	Garage w/ Living Quarters	FINAL	
23-090	4919 000 003 23905	June 30 2023	Con 14 PT Lot 11	Pre-fab Commercial Manufacturing Business	BACKFILL	
23-091	4919 000 001 25200	June 8 2023	Lot 20 Plan M91	Convert Garage to Living		Renewal of #19-077, 22-036
23-096	4919 000 001 30265	June 21 2023	Con 2 PT Lot 15	New Home	PLUMB/RI	
23-097	4919 000 002 28208	June 20 2023	Con 10 PT Lot 11	Storage Shed		
23-098	4919 000 001 06632	July 4 2023	Plan 42M642 Lot 5	Deck		
23-099	4919 000 002 27100	June 23 2023	Con 10 PT Lot 6	Manufacturing Facility	INSUL/VB	
23-101	4919 000 003 04000	June 28 2023	Con 11 Lot 16	New Home	FINAL	Tarion #111803, Renewal of #2022-042
23-102	4919 000 003 15800	June 30 2023	Plan M242 Lot 13	Storage Garage	FOOTINGS	
23-103	4919 000 001 07500	July 7 2023	Con 1 PT Lot 18	Sunroom Addition	FRAME	
23-104	4919 000 002 28208	July 7 2023	Con 10 PT Lot 11	Deck	FOOTINGS	
23-105	4919 000 001 73400	July 6 2023	Con 5 PT Lot 17	Home Addition	INSUL/VB	Renewal of #2022-040
23-108	4919 000 001 09400	July 17 2023	Con 1 PT Lot 27	Garage/Shop	FOOTINGS/PLUMB RI	
23-109	4919 000 001 77400	July 13 2023	Con 5 PT Lot 20 PLAN PSR-1721	New Home	INSUL/VB	Tarion #111804, Renewal of #2022-046
23-111	4919 000 002 29404	July 13 2023	Plan 42M632 Lot 3	Seasonal Residence	INSUL/VB	Renewal of #2022-050
23-112	4919 000 002 29404	July 13 2023	Plan 42M632 Lot 3	Garage	INSUL/VB	Renewal of #2022-051
23-113	4919 000 003 00300	September 12 2023	Con 11 Lot 2	Hay Storage	BACKFILL	
23-115	4919 000 001 17100	July 26 2023	Con 2 PT Lot 7	Deck Extension	FOOTINGS	
23-118	4919 000 001 44500	July 26 2023	Plan M101 Lot 7	Shed		
23-119	4919 000 001 44500	July 26 2023	Plan M101 Lot 7	Deck		
23-121	4919 000 003 25610	August 8 2023	Con 14 PT Lot 26	New Home	FRAME	Tarion #114708
23-122	4919 000 001 50000	August 9 2023	Plan 270 PT Lot 23	Seasonal Residence	PLUMB/RI	Renewal of #20-091, #22-064, Tarion #85096
23-123	4919 000 003 22100	August 11 2023	Con 13 PT Lot 25	Seasonal Residence Repairs		
23-124	4919 000 001 04605	August 8 2023	Con 1 PT Lot 7	Home Alterations/Repairs	BACKFILL	
23-126	4919 000 003 07444	August 9 2023	Plan 42M618 Lot 6	Finish Seasonal Cabin	PLUMB/RI	
23-127	4919 000 001 24700	October 2 2023	Con 2 PT Lot 10 PCL 5988	Home Renovations	AIR BARRIER	
23-129	4919 000 001 60000	September 6 2023	Con 4 PT Lot 6	Deck Repairs	FINAL	
23-131	4919 000 001 65300	In Review	Con 4 Lot 31 PCL 24826	Seasonal Cabin		
23-132	4919 000 001 17600	September 6 2023	Con 2 PT Lot 7	Restoration Repairs		
23-133	4919 000 003 26500	September 14 2023	Con 14 PT Lot 28	Seasonal Residence		



# BUILDING PERMIT REPORT

January 2024

23-135	4919 000 003 28500	In Review	Con 14 PT Lot 31	Seasonal Residence		
23-136	4919 000 001 47400	September 8 2023	Plan M101 Lot 34	Garage/Storage		Renewal of #21-088, #22-074
23-137	4919 000 002 08304	September 8 2023	Con 7 PT Lot 6	Deck	PIERS	
23-138	4919 000 003 21200	September 11 2023	Con 13 PT Lot 22 REM PCL 24498	Storage Shop	FOOTINGS	
23-139	4919 000 002 29700	In Review	Con 10 Lot 24	Shipping Container (A)		
23-140	4919 000 002 29700	In Review	Con 10 Lot 24	Shipping Container (B)		
23-141	4919 000 001 18600	In Review	Plan 185 Lot 4	Work Space with Bathroom		
23-142	4919 000 003 07650	September 12 2023	Con 11 PT Lot 32 RP 42R8820	Storage Shed	FOOTINGS	
23-143	4919 000 001 73602	September 18 2023	Con 5 PT Lot 18 PCL 4285	Living Room Addition	PLUMB/RI	
23-145	4919 000 003 25300	September 18 2023	Con 14 Lot 24 PCL 5643SS	Covered Deck	FINAL	
23-146	4919 000 001 04600	October 11 2023	Con 1 PT Lot 7 RP 42R4726	New Home	INSUL/VB	Tarion #115479
23-147	4919 000 001 04600	October 11 2023	Con 1 PT Lot 7 RP 42R4726	Garage	FOOTINGS	
23-148	4919 000 003 05300	September 22 2023	Con 11 PT Lot 23 RP 42R9344	Garage/Storage	FRAME	
23-149	4919 000 002 02720	October 5 2023	Con 6 PT Lot 7 RP 42R10544	Seasonal Residence		
23-151	4919 000 001 18700	September 28 2023	Plan 185 Lot 5 Plan 42R-3166	Home Repairs/Alterations	BACKFILL	
23-152	4919 000 001 49300	In Review	Plan M101 Lot 53 PCL 7980	Bunkie		
23-153	4919 000 001 04605	October 4 2023	Con 1 PT Lot 7	Roof Repairs		
23-154	4919 000 001 50200	October 5 2023	Plan M270 Lot 21 PCL 15083	Storage	FOOTINGS	
23-155	4919 000 001 45200	October 10 2023	Plan M101 Lot 14	Home Addition	INSUL/VB	
23-156	4919 000 002 10200	October 3 2023	Con 7 PT Lots 17 and 18	New Home	PLUMB/RI	
23-157	4919 000 001 34500	In Review	Con 3 Lot 2 PCL 2969	Bunkie		
23-158	4919 000 001 34500	In Review	Con 3 Lot 2 PCL 2969	Shed		
23-159	4919 000 001 11000	In Review	Plan 184 PT Lot 11	Deck		
23-160	4919 000 001 29525	Rejected	Con 2 PT Lot 13	Modular Home		Not permitted as per Zoning By-Law
23-161	4919 000 001 45400	October 24 2023	Plan M101 Lot 15 PCL 7228	Garage		
23-162	4919 000 001 34700	October 24 2023	Con 3 PT Lot 7 PT PCL 10592	Home Repairs/Alterations	FOOTINGS	
23-163	4919 000 002 05102	November 6 2023	Con 6 PT Lot 20 RP 42R21688	New Home	PLUMB/RI	Tarion #115753
23-164	4919 000 003 27400	November 28 2023	Con 14 PT Lot 28 PCL 10338	New Home		Tarion #115752
23-165	4919 000 003 05010	In Review	Plan 42M662 Lot 8	New Home		
23-166	4919 000 003 18904	November 16 2023	Con 13 PT Lot 8	New Home		Tarion #115751
23-167	4919 000 002 10500	November 16 2023	Con 7 PT Lot 18	Sauna Addition	INSUL/VB	
23-168	4919 000 003 30000	November 24 2023	Plan 199 Lot 16	Home Addition	FRAME	
23-169	4919 000 002 02610	December 4 2023	Con 6 PT Lot 6 PT Lot 7	Storage Repairs/Alterations	FOOTINGS	

## DEMOLITION PERMITS

PERMIT #	ROLL #	DATE OF ISSUE	LEGAL DESCRIPTION	DEMOLITION PROJECT	COMMENTS
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# BUILDING PERMIT REPORT

January 2024

23-D1	4919 000 001 78200	May 31 2023	Plan M237 Lot 3 PT Lot 2	Demo Bunkie	
23-D6	4919 000 001 44500	July 26 2023	Plan M101 Lot 7	Demo Deck	
23-D7	4919 000 003 26500	September 14 2023	Con 14 PT Lot 28	Demo Cottage	
23-D8	4919 000 003 28500	In Review	Con 14 PT Lot 31	Demo Cottage	
23-D9	4919 000 001 18600	In Review	Plan 185 Lot 4	Demo Shed	
23-D10	4919 000 001 60000	September 7 2023	Con 4 PT Lot 6 REG	Demo Deck	FINAL
23-D17	4919 000 001 60900	April 28 2023	Con 4 PT Lot 6	Demo Cottage	

## PERMIT RENEWALS

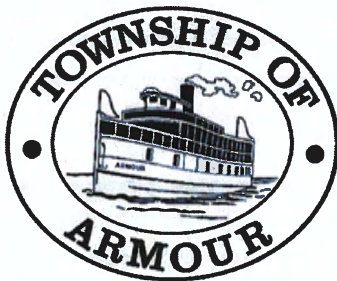
PERMIT #	ROLL #	RENEWAL DATE	LEGAL DESCRIPTION	WORK TYPE	INSPECTIONS	COMMENTS
22-055	4919 000 002 17600	September 12 2023	Con 8 Pt Lot 11	Saw Cover Storage		
22-058	4919 000 002 05103	September 12 2023	Con 6 Pt Lot 20	New Home	INSUL/VB	Tarion #111807
22-062	4919 000 002 06501	September 12 2023	Con 7 PT Lot 2	Seasonal Residence Addition	INSUL/VB	
22-067	4919 000 002 10500	September 12 2023	Con 7 PT Lot 18	Barn Repairs		
22-070	4919 000 003 05610	September 12 2023	Con 11 PT Lot 26	Home Addition	OCCUPANCY	Final Electrical Required - Failed
22-075	4919 000 003 22302	October 27 2023	Plan M320 Lot 11	Garage	FINAL	
22-077	4919 000 001 31018	November 6 2023	Plan M445 Lot 10	Shed	FRAME	
22-079	4919 000 002 22304	November 6 2023	Con 9 PT Lot 10	Garage/Storage	BACKFILL	
22-080	4919 000 002 15500	November 6 2023	Plan 315 Lot 30 PT Lot 28	Home Addition	INSUL/VB	
22-089	4919 000 003 22950	November 2 2023	Con 14 Lot 4	Home Addition	INSUL/VB	
22-090	4919 000 003 05300	November 6 2023	Con 11 Lot 23	Complete Cabin #8	INSUL/VB	
22-091	4919 000 003 19000	November 6 2023	Con 13 Lot 9	Seasonal Residence	PLUMB/RI	
22-092	4919 000 002 01432	November 6 2023	Lot 10 Plan M675	Garage	OCCUPANCY	
22-093	4919 000 002 01432	November 6 2023	Lot 10 Plan M675	New Home		Tarion #112221
22-097	4919 000 001 42200	December 8 2023	Con 3 PT Lots 11 and 12	Pre-fab Storage	FOOTINGS	
22-098	4919 000 002 06600	December 8 2023	Con 7 PT Lot 3	Deck	FRAME	Renewal #20-028
22-099	4919 000 001 08801	December 8 2023	Con 1 PT Lot 22	Deck Rebuild	DEFICIENCIES	Renewal #20-024
22-100	4919 000 001 31048	December 8 2023	Lot 25 PT 12 Plan M445	Garage	BACKFILL	Renewal #20-022
22-101	4919 000 001 31048	December 8 2023	Lot 25 PT 12 Plan M445	Home Addition	BACKFILL	Renewal #20-021, Tarion #112437
22-103	4919 000 002 28112	December 8 2023	Con 10 PT Lot 10 42R21218 Part 2	New Home	OCCUPANCY	Renewal #20-017, Tarion #72247
22-104	4919 000 003 19900	December 8 2023	Con 13 Lot 13	Deck Alterations		Renewal #20-003
22-105	4919 000 002 32700	November 28, 2023	Con 10 Lot 30 Part 33	New Home	OCCUPANCY	Renewal #20-049, Tarion #73637
22-106	4919 000 002 19400	December 8 2023	Con 8 Lot 25	Home Addition	FRAME	Renewal #18-003, 19-046, 20-072, 21-065
22-108	4919 000 001 31018	November 27 2023	Lot 10 RP42R17996 Part 1 Plan M445	Boathouse	INSUL/VB	Renewal #17-019, 18-043, 19-018, 21-082
22-118	4919 000 001 30950	December 7 2023	Con 2 Lot 18 RP 42R7286 Part 4	Seasonal Residence	PLUMB/RI	Renewal #20-084

## BUILDING PERMIT REPORT

January 2024

22-121	4919 000 002 03600	December 19 2022	Con 6 Lot 10	New Home	INSUL/VB	Renewal #21-039, Tarion #107260
22-124	4919 000 002 15550	December 18 2023	Plan 315 Lot 30 PT Lot 28	Home Renovations	INSUL/VB	





**DISTRICT OF PARRY SOUND**

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BURK'S FALLS, ON  
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**BUILDING SUMMARY FOR 2023**

In 2023, the Township of Armour's Building Department received 128 Building Permit Applications. The breakdown of permit type, value, and square footage is reflected below:

1. **New Homes**, 16 permits issued for a construction value of \$6,285,000.00 and new square footage of 30,279.
2. **Seasonal Residences**, 2 permits issued for a construction value of \$950,000.00 and new square footage of 4,178.
3. **Additions**, 9 permits issued for a construction value of \$364,750.00 and new square footage of 3,349.
4. **Garage/Storage**, 18 permits issued for a construction value of \$1,941,465.65 and new square footage of 25,861.
5. **Reno's/Repairs**, 14 permits issued for a construction value of \$485,000.00.
6. **Decks/Docks**, 12 permits issued for a construction value of \$243,000.00 and new square footage of 4,503.
7. **Foundations**, 2 permits issued with a construction value of \$335,000.00 and new square footage of 3,724.
8. **Commercial**, 6 permits issued with a construction value of \$2,886,208.58 and new square footage of 30,288.
9. **Miscellaneous**, 6 permits issued with a construction value of \$205,600.00 and new square footage of 3,065.
10. **Shipping containers**, 4 permits issued with a construction value of \$17,000.00 and new square footage of 1,372.
11. **Renewals**, 87 permits renewed.
12. **Demolitions**, 14 permits issued.

The total 2023 new construction value was \$13,713,024 for an additional 106,619 sq. ft.

The Township of Armour's Building Department had **1 canceled permit, 11 rejected permits, and 2 revoked permits.**

We currently have **11 permits still in review status** from 2023 (incomplete Building Permit Applications, going through Minor Variance, etc.)

### **BUILDING INFRACTIONS FOR 2023**

**Orders to Comply**, 16 orders were issued.

**Stop Work Orders**, 1 order was issued.

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Permit Type	2022			2023		
	#	Value of Construction	Square Footage	#	Value of Construction	Square Footage
New Homes	18	\$7,817,000	41,094	16	\$6,285,000	30,279
Seasonal Residences	-	-	-	2	\$950,000	4,178
Additions	13	\$1,353,000	10,048	9	\$364,750	3,349
Garages/Storage	29	\$1,543,000	30,089	18	\$1,941,465.65	25,861
Reno's/Repairs	13	\$468,000	-	14	\$485,000	-
Decks/Docks	6	\$77,000	2909	12	\$243,000	4503
Foundations	2	\$180,000	2517	2	\$335,000	3724
Commercial	7	\$1,010,000	10,656	6	\$2,886,208.58	30,288
Miscellaneous	3	\$303,000	2855	6	\$205,600	3065
Shipping Containers	4	\$19,000	1440	4	\$17,000	1372
Solar Panels	0	-	-	0	-	-
Renewals	28	-	-	87	-	-
Demolitions	7	-	-	14	-	-
<b><u>TOTAL</u></b>	<b>130</b>	<b>\$12,770,000</b>	<b>101,608</b>	<b>190</b>	<b>\$13,713,024.23</b>	<b>106,619</b>





## Township of Armour

### Building Permits - Five Year Yearly Comparison

Permit Type	2019			2020			2021			2022			2023		
	#	Value of Construction	Square Footage	#	Value of Construction	Square Footage	#	Value of Construction	Square Footage	#	Value of Construction	Square Footage	#	Value of Construction	Square Footage
New Homes	7	\$2,050,000.00	9,848	18	\$5,533,000.00	41,697	18	\$9,780,000.00	62,535	18	\$7,817,000.00	41,094	16	\$6,285,000.00	30,279
Seasonal Residences	-	-	-	-	-	-	-	-	-	-	-	-	2	\$950,000.00	4,178
Additions	6	\$628,000.00	4,260	4	\$347,000.00	1,690	4	\$620,000.00	2,703	13	\$1,353,000.00	10,048	9	\$364,750.00	3,349
Garages/Storage	13	\$417,500.00	20,831	29	\$928,800.00	23,213	25	\$1,415,500.00	25,212	29	\$1,543,000.00	30,089	18	\$1,941,465.65	25,861
Reno's/Repairs	7	\$100,000.00	-	14	\$170,000.00	-	11	\$584,500.00	-	13	\$468,000.00	-	14	\$485,000.00	-
Decks/Docks	10	\$596,000.00	2,672	13	\$107,100.00	5,807	13	\$104,102.00	3,499	6	\$77,000.00	2,909	12	\$243,000.00	4,503
Foundations	0	\$0.00	-	0	\$0.00	-	8	\$180,000.00	8,274	2	\$180,000.00	2,517	2	\$335,000.00	3,724
Commercial	3	\$244,000.00	-	0	\$0.00	-	4	\$180,000.00	2,171	7	\$1,010,000.00	10,656	6	\$2,886,208.58	30,288
Miscellaneous	0	\$0.00	-	0	\$0.00	-	2	\$45,000.00	4,075	3	\$303,000.00	2,855	6	\$205,600.00	3,065
Shipping Containers	0	\$0.00	-	0	\$0.00	-	3	\$14,000.00	760	4	\$19,000.00	1,440	4	\$17,000.00	1,372
Solar Panels	0	\$0.00	-	0	\$0.00	-	1	\$26,000.00	-	0	\$0.00	-	0	\$0.00	-
Renewals	39	\$0.00	-	10	\$0.00	-	22	\$0.00	-	28	\$0.00	-	87	\$0.00	-
Demolitions	6	-	-	11	-	-	10	-	-	7	-	-	14	-	-
<b>TOTAL</b>	<b>91</b>	<b>\$4,035,500.00</b>	<b>37,611</b>	<b>99</b>	<b>\$7,085,900.00</b>	<b>72,407</b>	<b>121</b>	<b>\$12,949,102.00</b>	<b>109,229</b>	<b>130</b>	<b>\$12,770,000.00</b>	<b>101,608</b>	<b>190</b>	<b>\$13,713,024.23</b>	<b>106,619</b>



**705-382-2900**  
**[www.almaguin-health.org](http://www.almaguin-health.org)**

**Minutes:** December 7, 2023, 10:00 am via Zoom in the Almaguin Highlands Health Centre

**Present:** Rod Ward (Chair), Dan Robertson, Margaret Ann MacPhail, Brad Kneller, Chris Hope, Fraser Williamson (Vice Chair), Vicky Roeder-Martin, Tom Bryson, Norm Hofstetter, Camille Barr (Secretary)

**Regrets:** Jim Ronholm

**Guest:** Rebecca Paul (BFFHT), Susan Keast (HHR MAOHT), Isabel Pereira

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

1. 2023-29 Moved by B. Kneller - Seconded by T. Bryson  
**THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council adopt the minutes from the regular meeting of November 2, 2023, and special meeting of November 24, 2023, as circulated. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** R. Ward declared pecuniary interest for resolution 2023-31

**3. DELEGATIONS:**

**Rod Ward- Comments from the Chair**

R. Ward provided an overview of his career working in healthcare IT. He highlighted how over time the system has continued to shift and evolve over the years. Additionally, he provided the group a history of how he came to be connected to the AHHC through his meeting of Bruce Campbell. Initially the group was formed to maintain the MAHC services in the Burk's Falls building, essentially spending 7 years focusing on the services within. The mandate of the group is health care for the entire region. He reiterated the partnership with the MAOHT and that this was based on discussion with both Nipissing and Muskoka.

An opportunity is on the table for a new healthcare building in Almaguin on Commercial Drive in Armour. The question posed is how we can take advantage of the opportunity. All agree there are many questions that need to be answered. Does this new prospect make sense for healthcare in Almaguin on the long term?

The discussions are still new with the developer and a bit premature however with the timing of the x-ray decision, R. Ward felt it must be placed on the table.

The Township of Armour will continue to have discussions with the developer and share available information with the group. The hope is more information within three months. There are many different ownership models to consider as well as an impact to the Village of Burk's Falls should this project move forward, and services potentially move to a new location.

Ultimately Council needs to protect the Almaguin communities and attain the services needed for our community's future healthcare.

Further conversations are needed and thoughtful consideration.

**Susan Keast- Human Health Resources**

S. Keast provided Council with an overview of the MAOHT HHR Task Force mandate, actions taken to achieve workplan goals, and highlights for Q4. One highlight is the physician recruitment website. S. Keast is working with Courtney of ACED to ensure Almaguin is represented. Additionally, a survey will be sent out to Primary Care Providers in January to understand opportunities and challenges in the area to help inform recruitment work.

A presentation was provided to the Health Council with links discussed available in the electronic copy.

**4. RESOLUTIONS PASSED:**

2023-30 Moved by F. Williamson - Seconded by V. Roeder-Martin

**WHEREAS** the Almaguin Highlands Health Council received a presentation from Chair Rod Ward on November 24, 2023;

**AND WHEREAS** it was explained that the x-ray equipment in the Almaguin Highlands Health Centre will need to be replaced within the next 2-3 years;

**AND WHEREAS** MAHC has confirmed with its x-ray vendor that they have enough spare parts to keep the equipment functioning for 2-3 more years;

**AND WHEREAS** the Huntsville Hospital Foundation has stated they would fundraise for its replacement but require a decision to be made of when this occurs and where it will be located for their budgeting purposes;

**AND WHEREAS** the Almaguin Highlands Health Council members require time to share the information received at the meeting with their individual Councils;

**NOW THEREFORE BE IT RESOLVED THAT** the Almaguin Highlands Health Council directs MAHC to continue to maintain the current x-ray equipment as stated while thoughtful conversations by municipal councils are held regarding healthcare for Almaguin Highlands. Carried.



2023-31 Moved by F. Williamson - Seconded by V. Roeder-Martin

**BE IT RESOLVED THAT** the Almaguin Highlands Health Council agrees to pay \$41.48 from its account for the web domain *almaguin-health-org* for a renewal period of 2 years. Carried.

## **5. ITEMS FOR DISCUSSION:**

**a) Follow up discussion regarding the presentation on “Healthcare in Almaguin” dated November 24, 2023**

Council asked questions to gain clarity on the new potential healthcare building in Armour. Ultimately it is too soon to answer many as it relates to an ownership model and investment protection or what investments may look like. R. Ward will share what he can as information is available. There is also desire to understand the long term goals for the Burk's Falls facility as this will be needed while considering a new build. C. Hope shared a Foundation will be established for the Burk's Falls building regardless.

Regarding the Xray machine it was asked if there is the potential for the machine to go down for periods of time while parts are gathered to keep it going the next 2-3 years. The answer is yes however to replace it x-ray would be down approx. 6 months so there is the potential of it being out of services either way. MAHC did say they may have access to a portable system.

**b) Update on resolutions received regarding lab services in Burk's Falls**

Secretary reviewed resolutions of support received from Armour, Ryerson, Perry, Burk's Falls, Magnetawan and Strong. She will reach back out to the remaining municipalities and then send the collective resolutions to MAHC. AHC did receive a letter back from Cheryl Harrison regarding the original resolution, previously emailed to Council, confirming their commitment to providing laboratory services.

**c) AHH Council account update**

The AHH Council account holds a total of \$9,776.19, unchanged since last report.

**d) Progress report:** Not provided this meeting

**e) Other business**

There is a call for interest for the Transgender Services Task Force. The flyer will be shared with the group. Expressions of interests will be received by R. Paul.

The Home Care Modernization Working Group is now called the Care at Home Working Group. They are seeing more patients getting out of the hospital and into the community demonstrating "the needle is moving" in the right direction. M. McPhail shared basic information on the new build in Armour with the Care at Home Group. The group felt it was good idea. McPhail made it clear no promises could be made.

R. Paul invited anyone on Council interested in attending the MAOHT Collaboration Steering Committee to the table. Please let C. Barr know your interest and she will connect with R. Paul for dates.

2023-32 Moved by V. Roeder-Martin - Seconded by T. Bryson

**THEREFORE, BE IT RESOLVED THAT** the Almaguin Highlands Health Council adjourn at 11:56 am to meet again on January 4, 2024, at 10:00 am at the Almaguin Highlands Health Centre. Carried.

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## **Health Human Resources**



# MAOHT and Health Human Resources (HHR)

As in other regions Muskoka and Area continues to experience challenges in recruitment and retention of Primary Care Providers (PCPs) across the geography.

Recent analysis indicates ~10,000 Muskoka Area residents are unattached or precariously attached to primary care.

In April 2022 the HHR Task Force was established to develop and advise the implementation of HHR activities for the region.

In addition, a recruiter was hired and onboarded in January 2023 to support the implementation of the work plan.

## MAOHT Inventory of Provider Vacancies *(as of November 24, 2023)*

Organization	Type of Provider (Vacancy)	Notes	Date
Hospital	Emergency Medicine (4)	Two for each site	
Bracebridge	General Internal Medicine (2)	Both for Bracebridge	
Site	Family Physicians (8)	Four for each site	
Hospital	Hospitalists (2)	One on each site	
Numerous	NP		
CCFHT (Gravenhurst)	PCP		
Sundridge	PCP		



# MAOHT HHR Task Force Mandate

## Phase 1 – Planning

The work in this phase would be focussed on:

1. Continue to determine the current complement and capacity of providers – requires creating an inventory of existing providers, current patient numbers, capacity and any imminent plans to retire, slow down or move; (ONGOING)
2. Determining the need –existing patient lists, assessing Health Care Connect numbers; working with ICES and others to determine the number of patients enrolled with providers outside of the geography;
3. Assessing Opportunities to Optimize Capacity – consideration of opportunities to maximize the capacity of current providers e.g. potential to expand interprofessional teams, digital improvements, assistance with navigation etc.
4. Determining the Ideal – assessing how large the unmet need is and the number of providers required to meet the need by geography.

## Phase 2 - *Establishing the Plan and Implementation*

The work in this phase would be focused on:

1. Identify and assess the availability of incentives through government programs; (NRRR Initiative is based on a Ruralty Index for Ontario (RIO) score)
2. Develop partnerships to support effective recruitment and retention- municipalities, NOSM, Council of University Programs in Nursing, and businesses:
3. Assess and determine best practices – evaluate recruitment and retention efforts used in other communities, what works, what doesn't, learn from who does it well;
4. Identify and develop a community profile – what makes Muskoka unique, what do we have to offer, why choose to practice here instead of elsewhere;
5. Develop the package to be offered based on what can the partners collectively add to and expand upon the existing government supports
6. Develop recruitment strategies and processes, including advertising, outreach etc.
7. Develop a welcoming and onboarding program
8. Develop a strategy for retention assess why providers leave the community and what can be done to encourage and facilitate retention.



## MAOHT HHR Task Force: Areas of Focus Q4 2023-24

Area of Focus	Deliverable Summary	Next Steps	Target Timeline
Survey to PCPs	<ul style="list-style-type: none"> <li>To understand from PCPs opportunities and challenges in practicing in Muskoka Area to inform recruitment work plan and efforts</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Overview of survey, target participants and survey questionnaire endorsement/approval from CPAC</li> <li><input type="checkbox"/> Engagement with HHR to proceed with survey</li> <li><input type="checkbox"/> Send survey</li> <li><input type="checkbox"/> Result collation</li> <li><input type="checkbox"/> Publish survey results to HHR</li> </ul>	<ul style="list-style-type: none"> <li>February 2024</li> </ul>
Provider Recruitment Webpage (as part of the MAOHT website)	<ul style="list-style-type: none"> <li>Understand website requirements from HHR Task Force</li> <li>Approval to develop website from HHR Task Force and CPAC (including required funding)</li> <li>Design the website based on requirements with vendor</li> <li>Launch website</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Engagement with HHR Task Force to gather requirements</li> <li><input type="checkbox"/> Endorsement from HHR Task Force</li> <li><input type="checkbox"/> Budget and concept approval from CPAC</li> <li><input type="checkbox"/> Engagement with vendor</li> <li><input type="checkbox"/> Web site design</li> <li><input type="checkbox"/> Design approval from HHR</li> <li><input type="checkbox"/> Web site development and review</li> <li><input type="checkbox"/> Launch web site</li> </ul>	<ul style="list-style-type: none"> <li>Q4 2023-24</li> </ul>
HHR Engagement Strategy	<ul style="list-style-type: none"> <li>Establish recruitment targets</li> <li>Identify recruitment/engagement approaches based on survey results</li> <li>Identify supports required</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> TBD</li> </ul>	<ul style="list-style-type: none"> <li>Q4 2023-24</li> </ul>



# MAOHT Recruitment Website

**Purpose:** To advance the mandate of the HHR task force and to support recruitment efforts in Muskoka and Area recruitment focused website (webpages within the MAOHT website) to be developed. The website will be an integral component of the recruitment communication strategy to provide potential candidates and for engagements a one stop shop to obtain crucial information.

**Process:** next steps.

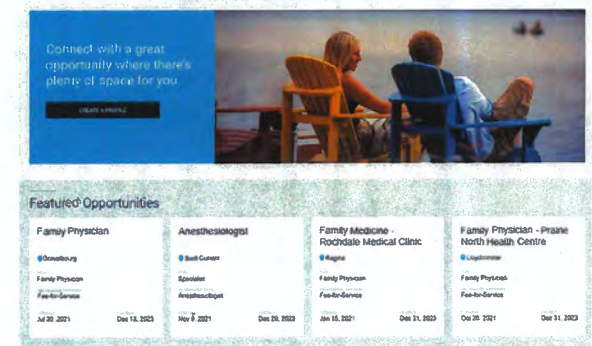
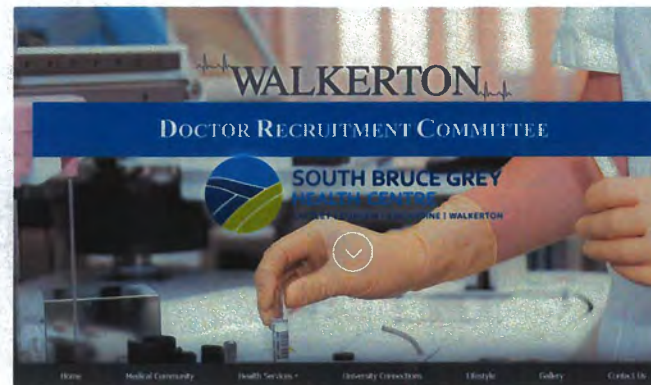
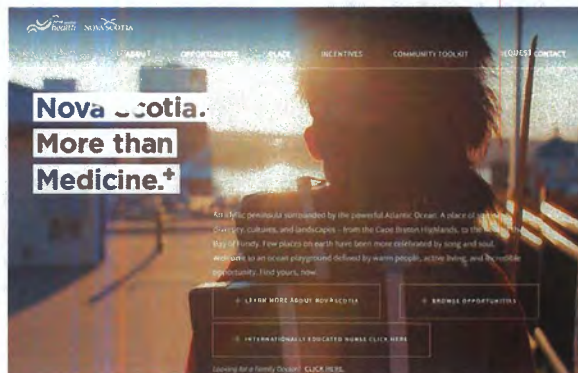
- ☐ Engagement with HHR Task Force to gather requirements
- ☐ Endorsement from HHR Task Force
- ☐ Engagement with vendor
- ☐ Web site design
- ☐ Design approval from HHR
- ☐ Web site development and review
- ☐ Launch web site

**Discussion:** What does AHHC want/need on the website

# Physician Recruitment Websites



## Inclusivity & Community



## Geo Tourism

## Opportunities on Landing Page



# Physician Recruitment Websites

- [Doctors 4 Cambridge](#)
- [Nova Scotia Health Authority](#)
- [Barrie Area Physician Recruitment](#)
- [Fort Frances & District Physician Recruitment](#)
- [Walkerton Doctor Recruitment Committee](#)
- [Saskatchewan Doctors](#)
- [Practice NWT](#)

# MAOHT Survey to PCPs

**Survey Purpose:** To understand from PCPs (Family Physicians and Nurse Practitioners) opportunities and challenges in practicing in Muskoka Area to inform recruitment work plan, efforts and engagement strategy

**Target Participants:** Based on HHR taskforce members identify PCPs at different stages of practice to seek input from to ensure a broad spectrum of feedback is captured

**Survey:** <https://forms.office.com/r/WydQVNBkmh>

## Discussion:

- Who should this survey be sent from to ensure maximum participation?
- Do you have any advice on the survey questions? Anything to be added, reworded or removed?
- Target to send survey in January, remain open for 2-3 weeks. Survey results to be collated and shared with the HHR taskforce for review and discussion to inform the recruitment/engagement strategy

# Successes and Opportunities

- Removing silos & moving into collaboration
- Community connections
- Special events bring current and future medical practitioners; i.e., lawn bowling
- ROMP Week | Reaching out to new medical schools
- Job Fairs & Conferences
- Learning every day about the healthcare system, opportunities, challenges.
- Engagement with municipal and district staff and councils
- Increased contacts with potential recruits, partners, collaborators, and more.
- Applications and opportunities: Practice Ready Ontario
- Reports & Presentations to Councils
- Increase collaboration with clinical practice leads
- Communications Plan including Recruiter website/pages
- Potential alliance with other local physician recruiter for advocacy and cost effectiveness.
- Potential Medical Retreat Weekend in 2025



# INVOICE

## EAST PARRY SOUND VETERINARY SERVICE COMMITTEE

Dec 10, 2023

John Theriault

Clerk - Treasurer

**Township of Armour**

PO Box 533, 56 Ontario Street

Burk's Falls, Ontario P0A 1C0

**REFERENCE: 2023 East Parry Sound Veterinary Service Committee Fees**

The East Parry Sound Veterinary Service Committee fees for 2023 are the same at \$ 210.00, for your township.

As you know, this program pays a portion of the veterinarian's travel costs to visit the large animal livestock and to return to their clinic; thus, reducing the cost of calling the vet no matter where you live from the vet's clinic base.

East Parry Sound has two full time veterinarians Dr Norma de Rose of Sundridge and Dr Kelli Drost of Magnetawan. At our AGM Dr Drost welcomed livestock owners to trailer their animals to her treatment facility in Magnetawan located on Jackson Road for total health care treatments. She said that there will be a barn fee to cover clean-up costs but it will not be as much as the regular call fee at your home location.

The livestock owners of Township Armour and collectively, all of the livestock owners, of the East Parry Sound Veterinary Area, appreciate your continued financial support of keeping the Veterinary Assistance Program here.

Please forward the cheque payable to the East Parry Sound Veterinary Service Committee to Gord Mitchell, at his address.

If you have a question regarding the assessment fees increase, please give me a call.

Sincerely,

*Gord Mitchell*

Gord Mitchell

Secretary / Treasurer

East Parry Sound Vet Service Committee

42 Lake Drive, Huntsville, Ontario, P1H 1E7

**East Parry Sound Veterinary Committee**

**Annual General Meeting**

**Strong Township Council Chambers**

**Monday, March 27th, 2023, at 7:30 PM**

**Opening:** Chairman Wayne Fetterley - called the annual meeting to order at 7:35 PM as they welcomed the Township representatives. Those present - Wayne Fetterley, Keith Miller, Jeff McLaren, Ron McLaren, Grant Crozier, Doug Weddel, and Secretary Gord Mitchell. Guests – Ministry of Northern Development representative Trista Porter.

**Annual Minutes of 2022: Chairman** Wayne asked that the minutes of 2022 be reviewed - Gord Mitchell. Motion to accept the AGM minutes - moved by Grant Crozier, seconded by Jeff McLean. Carried.

**Approval of the Financial Statement for 2022:** Wayne Fetterley had agreed to audit the books and commented that he had reviewed the statements that were provided and that he found all was in order. A motion was moved by Doug Weddel, seconded by Kith Miller to accept the financial statement as presented. Carried.

**Business arising from the Annual Minutes:** All motions that were made, were completed.

**Correspondence review:**

Letters were sent to financial contributors for the assessments in 2022.

NPAHN requested the 2022 VSC fee to stay qualified with the Veterinarian Assistance Program.

**Report from the Contract Veterinarians:**

**Dr Norma de Rose and Dr Kelli Drost** – were invited but were unable to attend.

The East Parry Sound Vet Committee has a Veterinary Contract under the Veterinary Assistance Program valued at \$40,000. When the vets are called to deal with a large animal that needs their expertise in the healthcare business – they are paid \$1.20 per kilometer to travel from their clinic to the animal location and return to their clinic base. Dr Norman de Rose was allocated \$12,000 of the \$40,000 contract as her practice was declining and Dr Kelli Drost was given \$28,000 as her practice was expanding.

In the last fiscal government year ending March 31, 2021, the two veterinarians worked in East Parry Sound with some calls up to 70 km from their clinics in other areas – Dr de Rose made 107 calls – traveled 8934 kilometers and earned \$10,720.00 from the program. Dr Drost made 116 calls - travelled 6287 km – earning \$8643.00.

**Report from the Northern Producer Animal Health Network's AGM :** The AGM was held as a Zoom meeting again – as the far-reaching areas from Renfrew - Hearst- Thunder Bay – Rainy River and Dryden are much better represented. The focus of the meeting was to train and educate our local Veterinary Service Committee members on how the local committees work with the central committee – the Northern Producer Animal Health Network and the contract Vets – as studies were coming - that individuals would be questioned on how their committee was working and what would they suggest to better support the animal health of their livestock by committees and veterinarians.

**Representatives to attend the NPAHN AGM in October 2023** - Doug Weddel and Keith Miller agreed to attend. AGM details will be available later.

**Confirm vet service committee supporter representatives:**

Machar: Ron McLaren

Strong: Jeff McLaren

Village Burks Falls: Ryan Baptiste

Joly: Chris Nicholson

Township of Magnetawan: Keith Miller

Armour: Grant Crozier

Town Kearney: Wayne Fetterley

Ryerson: Glenn Miller

McMurrich: Dick Gibb

Township of Perry: Doug Weddel

**Motion** moved by Doug Weddel, seconded by Jeff McLaren that the list of representees be named for 2023. Carried.

**Appoint Auditor:** Wayne agreed to be the auditor of the committee books for 2024 year.

**Election of Chair and Vice Chair:**

Motion moved by Jeff McLaren that the executive continue in their roles for another year, seconded by Keith Miller. Carried

**Appoint secretary/treasurer:** Gord Mitchell agreed to carry on in this position in 2023.

**Approved Vet Contracts for the 2023 to 2024 operational year.**

Motion moved by Grant Crosier, seconded by Glenn Miller to split our vet contract \$10,000 to Dr de Rose; \$20,000 to Dr Drost, and \$10,000 to Dr Frits – as he was starting to do calls in East Parry Sound. Carried.

**Approve payment of the VSC fees to NPAHN:**

Motion moved by Grant Crozier, seconded by Glenn Miller to pay NPAHN fee of \$1,000.00 that will keep East Parry Sound active in the VAP. Carried.

**Confirm township assessment fees to pay the NPAHN fee:**

Machar Township: \$ 160.00

Village of Burks Falls: \$ 100.00

Perry Township \$ 180.00

Ryerson: Township \$ 250.00

Armour Township \$210.00

Strong Township: \$ 310.00

Joly Township \$ 110.00

Town of Kearney: \$ 90.00

McMurrich/Monteith Township: \$ 90.00 Township of Magnetawan: \$ 385.00

Motion moved by Grant Crosier, seconded by Glenn Miller that the assessment fees remain the same in 2023 as they were in 2022. Carried.

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Adjournment declared by Chair Wayne at 9:05 pm.



# EAST PARRY SOUND VETERINARY COMMITTEE

## 2022 Annual Statement of Affaires for the 2023 Annual General Meeting

**Daily Interest Savings Account # 60632 04057 28**

<b>Income:</b>		<b>2022</b>	<b>2021</b>
	Corp. of Township of Joly	\$ 110.00	\$ 110.00
	Corp. of Town of Kearney	\$ 90.00	\$ 90.00
	Corp. of Township of Strong	\$ 310.00	\$ 310.00
	Corp. of Township of Armour	\$ 210.00	\$ 210.00
	Corp. of Township of Machar	\$ 160.00	\$ 160.00
	Corp. of Township of McMurrich/Monteith	\$ 90.00	\$ 90.00
	Corp. of Township of Ryerson	\$ 250.00	\$ 500.00
	Village of Burks Falls	\$ 100.00	\$ 200.00
	Corp. of Township of Perry	\$ 180.00	\$ 360.00
	Corp. of Township of Magnetawan	\$ 385.00	\$ 385.00
	NPAHN Fee Rebate for 2021	\$ -	\$ 500.00
	Bank Interest	\$ 0.82	\$ 0.76
	<b>Total Income</b>	<b>\$ 1,885.82</b>	<b>\$ 2,915.76</b>
<b>Expenses:</b>			
	NPAHN Annual Fee for Vet Program	\$ 1,000.00	\$ 1,000.00
	Banks service charge	\$ 29.50	\$ 29.50
	Gord Mitchell work for 2022 - cheque 019	\$ 300.00	\$ 300.00
	<b>Total</b>	<b>\$ 1,329.50</b>	<b>\$ 1,329.50</b>
	<b>Net in the year's activities</b>	<b>\$ 556.32</b>	<b>\$ 1,586.26</b>
	Bank Balance December 23, 2021	\$ 8,693.24	\$ 7,106.98
	<b>Bank Balance December 30 2022</b>	<b>\$ 9,249.56</b>	<b>\$ 8,693.24</b>
		<b>interest</b>	<b>service charge</b>
	January	\$ 0.07	\$ 2.25
	February	\$ 0.07	\$ 2.25
	March	\$ 0.07	\$ 2.25
	April	\$ 0.07	\$ 2.25
	May	\$ 0.07	\$ 2.25
	June	\$ 0.07	\$ 2.25
	July	\$ 0.07	\$ 2.25
	August	\$ 0.07	\$ 3.50
	September	\$ 0.06	\$ 2.25
	October	\$ 0.07	\$ 2.25
	November	\$ 0.06	\$ 3.50
	December	\$ 0.07	\$ 2.25
	<b>Totals</b>	<b>\$ 0.82</b>	<b>\$ 29.50</b>

I, Wayne Fetterley,. have reviewed the financial data  
and found that this statement correctly reflects the financial activity of the  
East Parry Veterinary Service committee.



**Director of Economic Development (DoED) Report**  
December 19<sup>th</sup>, 2023 ACED Board Meeting

**Core Activity Tracking – (Since last report)**

Activity:	Interactions	Description
<b>Business Assistance (1B)</b>		
Start Up Files	2	Sundridge
Expansion Files	1	Machar
Developer Files	1	Armour
General Support	2	Magnetawan, South River
Business Visits	0	
Program Referrals	0	
AMP Program Files	1	1 New (Burk's Falls)
<b>Marketing*</b>		
ACED Website Updates	3	Events, Blog Articles, Business Directory
Social Media Posting	30	ACED (3), Shop (20), Tourism (7)
Facebook Reach	20,435	ACED (6,956), Shop (3,566), Tourism (9,913)
Facebook Likes	57	ACED (7), Shop (9), Tourism (41)
<b>Website Tracking</b>		
Total Users / Views	1.9K / 3.5K	
Most viewed pages		Events Page (245)
(besides landing page)		Economic Boost Article (215)
		Explore Almaguin Directory (214)
		Event – Burk's Falls Parade (101)
<b>Communications</b>		
Email Blasts	2	FedNor funding Announcement, Shop Local Campaign
Organization Meetings	2	NECO Meeting (1), RNIP (1)
Partnership Projects	0	
Council Presentations	0	
Board/Member Calls/Inq.	2	
Support Opportunities	0	
Media Comment Requests	1	STR proposed legislation



## **Current Files & Projects**

### **Project 2B - Municipal Support**

The DoED has submitted the projections received from Armour, South River, Joly, and Magnetawan regarding forecasted roads/transportation infrastructure projects to the MND Northern Development Officer. Should any other municipalities wish to provide their information, they are encouraged to forward their completed template to the DoED before Thursday, December 21<sup>st</sup>.

*for the Community Bus update, please see Project 3C.*

### **Project 3A – Long Term Housing**

#### *Housing Task Force Update*

The third AHTF meeting was held at the Strong Township municipal office on Thursday, November 30<sup>th</sup>. The Task Force completed a review of the SWOT Analysis ranking exercise and determined the three highest ranked points for each section. The DoED is currently working to connect with various agencies to gather information related to housing costs, market basket, and other data points.

### **Project 3C – Transportation**

#### *Burk's Falls Community Bus Partnership Opportunity*

The Community Bus Survey has been launched and is promoted via social media, municipal Facebook pages and offices, and paper copies on community boards. To date, the survey has seen over 300 responses, and a second social media push will take place in January until the deadline of January 15<sup>th</sup>. A report with the survey findings will be presented to the Community Bus Working Group.

### **Project 4A – Brand Strategy Implementation**

#### *Explore Almaguin Website*

Since the last report, four original posts have been added to the website along with the CO maintaining the business directory, job board and lease/investment property pages.

Two posts are event round up style posts to get eyes on local events as well as the aim of bringing the audience to the website.

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<https://explorealmaguin.ca/news/what-s-on-things-to-do-this-weekend-in-almaguin>

<https://explorealmaguin.ca/news/things-to-do-almaguin-december>

The CO wrote a winter weekend adventure itinerary to accompany the launch of the winter tourism video.

<https://explorealmaguin.ca/news/winter-adventures>

The CO also wrote a teaser article promoting the 2023 Christmas Shop Local campaign which highlights 7 ways people can support Almaguin businesses this holiday shopping season.



<https://explorealmaguin.ca/news/shop-local-almaguin-christmas>

#### *Social Media*

ACED's Facebook presence will be seeing an overhaul in 2024. The 2023 Shop Local Campaign has a like and follow portion for users who follow the Shop in Almaguin FB page to come over to the Almaguin Tourism FB page. Almaguin Tourism will change to Explore Almaguin in January and will be a one-stop-shop for all things Almaguin.

#### *Photography and Videography*

Meetings with Patrick have taken place to finalize the list of deliverables and expected timelines for the photos and video content. The winter tourism video has been launched and promoted on the Almaguin Tourism Facebook page. To date, the ad has received a reach of 2,842, and an engagement of 1,266 with just over \$257 spent of \$500.

#### *Brand Ambassador Program*

The private Facebook group for Brand Ambassadors will be launched in January 2024. This page will be the site of regular challenges and tasks a business can take part in to stay engaged, as well as workshops and information sessions to help them grow their social media platforms and allow them to use the brand to support their business.

#### *Almaguin Marketing Partnership (AMP) Program Update*

The AMP Program has a total of 11 approved projects. 4 projects have been completed; the remaining 7 projects are in process. One application has been received from the Burk's Falls Family Health team which is currently under review. Invoices for 2 clients have been submitted and their projects are nearing completion. The program continues to be promoted and will be available for projects that can be completed before March 1, 2024.

#### Project 4D- Shop in Almaguin Campaign

The Wrap Up Almaguin Christmas Campaign has launched in South River, Sundridge, Burk's Falls, Armour/Katrine, Emsdale and Novar. We brought out ballots and ballot boxes to every retail and restaurant business in each town, encouraging them to promote the campaign by having customers fill out ballots when purchases are made. We are offering a chance to win a gift basket worth \$300 or 1 of 3 \$100 gift cards. The intention of this campaign is to encourage more foot traffic through business's doors, reward existing local shoppers, and help people think about local gifts this season. After the campaign we will be able to track the number of businesses who actively participated, number of ballots each business gave out, and total number of customers who partook.

#### RED Gala Update

The final RED Gala financial report provided by the Women's Own Resource Centre has been attached to the agenda package for review. ACED has assisted with dropping off the cheques to the Burk's Falls, Sundridge, and South River Food Banks.

### Explorers Edge Marketing Partnership

Staff are currently waiting for a final report to be produced from Explorers Edge regarding the marketing partnership. Based on our reporting from Facebook and the website, the content has produced the following results:

Total article reach:	74.9K Users
Total article engagements:	2K
Total article reactions:	79
Article website views:	1182 views, 1046 users
Video views:	9.5K (YouTube) with 933 likes and 105 comments

### 2024 ACED Draft Budget

A revised Draft 2024 ACED was sent out to the ACED Board on November 30<sup>th</sup> and has been reattached to the December Agenda package.

### ACED Sustainability

#### *ACED Services Overview (re: tiered servicing)*

Per the Board's direction at the November 23<sup>rd</sup> meeting, staff have created a draft ACED Services Overview that illustrates the services that will be available to all Almaguin Municipalities as well as the enhances services that will be provided to ACED Members. To accompany the overview, Staff have also drafted a fees and charges schedule which will be explained and opened up for discussion at the December meeting.

#### *Supporting Board Member Delegations*

Staff have attached a January calendar outlining the Council meeting dates for non member municipalities at the Chair's request. Prior to the first delegation, Staff will also prepare a list of results highlights and other useful information to support the value of ACED. The DoED is standing by to support delegations in any way that members see fit.

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## **RESOLUTION**

**2023-35**

Be it resolved that the Almaguin Community Economic Development Board approve the November 23<sup>rd</sup>, 2023 ACED meeting minutes as: (please circle).

**CIRCULATED**

**AMENDED**

**MOVED BY:**

**SECONDED BY:**

**CARRIED:**            Yes            No

**Comments:**

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## RESOLUTION

2023-36

Be it resolved that the Almaguin Community Economic Development Board have received and discussed the revised 2024 ACED Department Draft Budget. Furthermore, the Board recommends that members add the budget to their upcoming council/board meetings for approval.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:        Yes            No

Comments:

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## RESOLUTION

2023-37

Be it resolved that the Almaguin Community Economic Development Board have received and discussed the Draft ACED Services Overview as well as the Draft Fees and Charges schedule. Furthermore, the Board instructs Staff to implement these changes starting January 1<sup>st</sup>, 2024. The Board also request that the Township of Armour adopt the Fees and Charges schedule under their current Fees and Charges By-Law.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:           Yes           No

Comments:

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## RESOLUTION

2023-38

Be it resolved that the Almaguin Community Economic Development Board adjourn the December 19<sup>th</sup>, 2023 ACED Meeting at \_\_\_\_\_ P.M.

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:           Yes           No

Comments:





## RESOLUTION

2023-\_\_\_\_

Be it resolved that the Almaguin Community Economic Development Board

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MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

CARRIED:                      Yes   /   No

Comments:

# **ALMAGUIN COMMUNITY ECONOMIC DEVELOPMENT (ACED)**

## **MINUTES December 19, 2023**

A regular meeting of the ACED Board was held at the Township of Strong Office and virtually on December 19, 2023 at 12:30 pm.

**Present:** Wendy Whitwell, Township of Armour, Chair  
Margaret Ann MacPhail, Township of Perry  
Joe Lumley, Township of Perry  
Jennifer Farquhar, AHCC Representative  
Dan Robertson, Township of Ryerson  
Justine Leveque, Village of Sundridge  
Tim Bryson, Township of Strong  
Chris Nicholson, Township of Joly  
Brenda Scott, Village of South River

**Regrets:** Trista Porter, MND  
Luke Preston, RTO12  
Chris Hope, Village of Burk's Falls  
Ron Begin, FedNor

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

**Guests:** Rod Ward, Township of Armour  
Sheri Norman, AHCC  
Vicky Roeder-Martin, Township of McMurrich/Monteith

### **Call to Order**

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The meeting was called to order at 12:30 pm.

### **Minutes**

The minutes of the meeting of Thursday, November 23, 2023 meeting were adopted as presented.

## **Director's Report**

The Director covered the following items from the report:

1. An update on core activity tracking, which lists what the department has done over the past month. These included business assistance, marketing, ACED website updates, social media activities, and communications.
2. Some of the updates in the report included:
  - a) Municipal Support – Some partners have submitted projections for road/transportation infrastructure projects. Partners have until December 21<sup>st</sup>, 2023 to submit this information.
  - b) Long Term Housing – Housing Task Force – Third meeting was held on November 30, 2023. Completed review of SWOT analysis and determined three highest ranking. Working to gather more housing information.
  - c) Transportation – Community bus survey has been launched. To date have received over 300 responses. A report of the findings will be presented when all surveys are collected.
  - d) Brand Strategy Implementation – CO has added four more posts to the website. Business directory is being maintained. CO wrote a winter weekend adventure itinerary. ACED Facebook presence will be overhauled in 2024. Photography and videography are being completed. Private Facebook group will be launched in 2024 for the Brand Ambassadors. AMP program has now a total of 11 approved projects.
  - e) Shop in Almaguin Campaign – Campaign has been launched. Businesses are encouraged to promote this project to encourage more foot traffic through local businesses doors.
  - f) RED Gala – The Board reviewed the final budget report for the Red Gala. Surplus has been distributed to local food banks.
  - g) Explorers Edge Marketing Partnership – Staff waiting for final report from Explorers Edge.
  - h) 2024 ACED Draft Budget – A revised draft 2024 budget was presented to the Board. After some discussion, the Board requested be added passed a resolution approving the budget and recommending approval from all of the partners.
  - i) ACED sustainability – Staff presented a plan two-tier plan to raise funds for ACED with different rates for members and non-members. The Board requested that a list on members and non-members be added to the presentation of the two-tier plan. The Board passed a resolution to approve the proposal.



The Board discussed meeting dates when a Board member delegation could attend council meetings at non-member municipalities. Staff will support the delegations with any information they might require about ACED. The Director will send out a request for Board members to register to attend meetings.

### **Roundtable Comments**

The Board was advised that ACED staff is looking a possibly applying for grants to fund some signage for our region.

### **Resolutions**

1. 2023-35 – Moved by Justine Leveque; Seconded by Chris Nicholson;  
Be it resolved that the Almaguin Community Economic Development Board approve the minutes of November 23, 2023, as circulated. Carried
2. 2023-36 – Moved by Joe Lumley; Seconded by Jennifer Farquhar;  
Be it resolved that the Almaguin Community Economic Development Board have received and discussed the revised 2024 ACED Department draft budget. Furthermore, the Board recommends that members add the budget to their upcoming council/board meetings for approval. Carried
3. 2023-37 – Moved by Jennifer Farquhar; Seconded by Chris Nicholson;  
Be it resolved that the Almaguin Community Economic Development Board have received and discussed the draft ACED services overview as well as the draft fees and charges schedule. Furthermore, the Board instructs staff to implement these changes starting January 1<sup>st</sup>, 2024 and requests that the Township of Armour adopt the fees and charges schedule under their current Fees and Charges By-law. Carried

### **Adjournment**

4. 2023-38 – Moved by Justine Leveque; Seconded by Chris Nicholson;  
Be it resolved that the Almaguin Community Economic Development Board adjourn the December 19, 2023, ACED meeting at 1:40 p.m. Carried

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The next meeting will be Thursday, January 25, 2024, at 6:00 p.m. If this change, members will be advised.



## COUNCIL REPORTING FORM

Committee:	South East Parry Sound Planning Board	
Date of Meeting:	13-Dec-2023 – In person in Perry Township council chambers and Zoom virtual	
Last Meeting:	25-Oct-2023	
SEPS Planning Board Secretary-Treasurer	Linda Moyer	
Meeting Moderator	Charlene Watt	
Committee Attendees	Rod Ward (chair, Armour); Dan O'Halloran (vice-chair, McMurrich / Monteith); John Wilson (Burk's Falls); George Sterling (Ryerson), Norm Hofstetter (Perry)	
Committee Regrets	Cheryl Philip (Kearney)	
Guests	Various applicants, agents for applicants, members of public	
Meeting Purpose	<ul style="list-style-type: none"><li>- Monthly application hearings</li><li>- Administration</li></ul>	
<b>Summary of Key Points</b>		
<ul style="list-style-type: none"><li>• 1 new application and 1 request for extension on existing application were heard.</li><li>• New application was from Perry.</li><li>• Amended previous application was from McMurrich/Monteith.</li><li>• Application B036-23 (Perry) to sever 1 lot was approved as presented with standard conditions.</li><li>• Application S02-13 (McMurrich/Monteith) for an extension to a sub-division application was discussed to understand the history of the application and the need for additional time for the developer. It was agreed that the application will be granted a 3-year extension to November 2026 to allow developer sufficient time to satisfy all conditions.</li></ul>		
<b>Other Business:</b>		
<ul style="list-style-type: none"><li>• Minutes from 25-Oct-23 were reviewed and approved.</li><li>• Bank account balance as at 30-Nov-23 was \$23,637.14.</li></ul>		



## COUNCIL REPORTING FORM

- Resolution was passed to provide the annual Christmas bonus to secretary/treasurer.
- Resolution was passed to pay bills for November/December 2023.
- Norm indicated that all of the old Planning Board files which had been in Kearney have now been relocated to Perry office. Files will be organized and dispersed back to associated municipalities.
- Work on completing previous years' Financials will continue in early 2024. Treasurer from Perry Township is reviewing and summarizing.
- Update of recent request from MPP Graydon Smith's office for Almaguin municipalities to consider transferring responsibility for septic approvals from North Bay Mattawa Conservation Authority to individual municipalities was discussed. It is anticipated that a meeting will be organized by MPP Smith with Almaguin municipalities to discuss further in the new year.
- Linda reported that there were 40 consent applications for 2023, with 6 in-process.
- A separate meeting will be scheduled to specifically discuss budget for 2024 and potential updates to fees and tariffs (not increased since 2014).

### **Next Steps:**

- 2024 budget and fees/tariffs will be discussed as part of a special meeting, date/time to be determined.
- **Next regular meeting Wednesday, January 24, 2024 via Zoom.**





## DISTRICT OF PARRY SOUND MUNICIPAL ASSOCIATION

### EXECUTIVE MEETING MINUTES

Wednesday, December 13, 2023

1:00 pm

Electronic Meeting Via Zoom

A meeting of the District of Parry Sound Municipal Association Executive was held Wednesday, December 13, 2023 and was called to order by President, Lynda Carleton at 1:04 p.m.

**In attendance:** President Lynda Carleton, Vice President Jordy Carr, Joe Beleskey, Ted Collins, Norm Hofstetter (*Past President*), Glenn Miller, Debbie Zulak

**Staff:** Karlee Britton, Secretary-Treasurer

No declarations of pecuniary interest were made.

#### 1. Minutes

##### 1.1 Executive Minutes of the August 17, 2023 Meeting

*Moved By: G. Miller      Seconded By: J. Beleskey*

The Executive approved the August 17, 2023 Executive Minutes as circulated.

**Carried**

#### 2. Old Business

##### 2.1 The Executive discussed the Fall 2023 Meeting.

#### 3. New Business

##### 3.1 Proposed AMCTO Parliamentary Procedures Course to be hosted by the DPSMA

*Moved by: J. Carr      Seconded by: D. Zulak*

**Be It Resolved That** the Executive members of the District of Parry Sound Municipal Association do hereby authorize the

Secretary-Treasurer to coordinate Parliamentary Procedures Training for the twenty-three member Municipalities on behalf of the DPSMA; and

**Further** authorize the Secretary-Treasurer to issue a cheque, payable to AMCTO, for 50% of the base fee, as a deposit required for securing the training to be held on April 12, 2024; and

**Further** that the Secretary-Treasurer bill Municipalities for the number of participants registered to attend the program; and

**Further** issue a cheque, payable to AMCTO, for the remaining 50% base fee plus any additional charges required for the training day.

**Carried**

3.2 Honourarium / Administrative Fees Review and Annual Membership Fee to Member Municipalities

*Moved by: J. Beleskey Seconded by: T. Collins*

**Be It Resolved That** the Executive members of the District of Parry Sound Municipal Association do hereby increase the DPSMA membership fee for member Municipalities to two hundred dollars (\$200.00) annually.

**Carried**

**4. Other Business / Correspondence:**

- 4.1 Next Executive Meeting to be held in February 2024 to discuss the Spring 2024 Meeting to be hosted by the Township of Perry.

**5. Adjourn**

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The Meeting was adjourned at 1:27 p.m.

Karlee Britton  
Secretary-Treasurer

## Administrator's Report – December 20, 2023

### Operational Items

#### Funding announcements/updates 2023

- Supporting Professional Growth December 1, 2023- March 31, 2024 \$8.58/bed/month (or \$1,098/month).
- Investments to support people to launch new careers as PSWs. MOLTC will provide a stipend of up to \$5,400 for clinical placement, \$10,000 incentive for recent PSW who commit to working in LTC or HCC for 12 months. Additional \$10,000 to help with relocation costs for PSW grads who commit to working in LTC or HCC in rural, remote or Northern Ontario.
- Bill 124 retroactive resettlements one time funding for NFP RN wages.

#### Staffing, Recruitment & Retention, Temporary Foreign Workers

- Recruitment strategies continue. Hours of Care target: 3: 42 minutes (or 3.7 hours/resident/day) by March 2024.
- Current Quarter Estimate of hours achieved 3.57 hours/resident per day.

#### Community Support Services Program

- HCC Innovation Centre – My Way Home funding for Winter Preparedness Packages \$75x30.
- CAPS Budget – not provided –creating internal budget for fiscal year beginning April 1<sup>st</sup>, 2024.

#### Other Operational items:

- Insurance renewal to Nov 15, 24 – post renewal inquiry regarding age of heating system.
- Nurse Practitioner - 6 month report submitted.
- CEMC – attended fire inspection – recommended removal of some trees.

### Building Maintenance and Capital Work

#### Building Maintenance & Capital Work

- Main floor Admin Area floor replacement underway.
- Insurance work requested is complete – waiting on final reports.
- Work on older walk in Freezer completed this week.

#### Construction Project (ICIP)

- BAS – Siemens – commissioning ongoing, there are some nodes not yet connected.
- Window repairs for weak springs –JELD-WEN onsite 2 days all but 1 window completed.
- Building Committee Meeting – December 1<sup>st</sup> – minutes circulated.
- Received Payment Certificate #16 in the amount of \$137,257.77 due January 16, 2024.
- Received Form 9 – Certificate of Substantial Completion as at December 15, 2023
- Enbridge Rebate – for energy efficient changes \$22,157.50.

### Contracts, Compliance and Policy Updates

#### Ministry of Long-Term Care Inspections

- Ministry inspection – December 11<sup>th</sup> to 15<sup>th</sup>– Identified as follow on CIS.



## Critical Incidents (CIS)

- CIS report – M517-0000046-23 to M517-0000047-23.

## Fixing Long-Term Care Act 2021 –Updates

### Regulatory Changes

- Bill C-295 An Act to Amend Criminal Code – 3<sup>rd</sup> reading (neglect of vulnerable adults)
- Ontario Regulation 246/22 – Proposed Amendments regulating PSWs

### Program Evaluations and other compliance reports

- Continuous Quality Improvement Meeting held December 7<sup>th</sup>, 2023.
- Emergency Preparedness Meeting – December 7<sup>th</sup>, 2023.
- AODA Committee Meeting held December 7<sup>th</sup>, 2023.
- AODA compliance report submitted December 13<sup>th</sup>, 2023.
- Emergency Preparedness Attestation – Submitted December 19<sup>th</sup>, 2023.
- Attestation of compliance with Fire Code (Sprinklers) – submitted December 13<sup>th</sup>, 2023.

### Emergency Preparedness Plans -Policy Updates & Testing

- Fire & Evacuation procedures – Fire alarm Friday Nov 17<sup>th</sup> – Great staff response.

## Occupational Health & Safety updates

- WSIB Excellence Program
  - 5 additional topics being selected:
    - i. Recognition of Hazards
    - ii. Risk Assessment
    - iii. Control of Hazards
    - iv. Injury, Illness, and Incident Reporting
    - v. Incident investigation and Analysis

## Other Policy Updates

- Tangible Capital Assets Policy

## Contracts and Agreements

- Life Labs – June 2023 - June 2026.
- Elevator 1 – LULA – January 1<sup>st</sup> 2024 – December 31<sup>st</sup> 2026.
- Telus Health -WSIB Health and Safety Excellence Program Services Agreement– 2023/24.
- Point Click Care – Secure Conversations Instant Messaging-under review.
- Health OPM -Staffing Agency -under review
- Priority Healthcare – Staffing Agency – under review.
- Siemens (BAS) – Under review (on hold until BAS is complete).
- Allison Jones Consulting – November 29, 2023 – November 28, 2024.

Odelia Callery, CPA, CA  
Administrator

Eastholme General Operating Expenditures for November 2023  
Bank Account 45-10

1-Nov-23	MSCOL-112301	GORDON FOOD SERVICE	11,971.01
1-Nov-23	MSCOL-112302	MEDLINE CANADA, CORPORATION	9,923.38
2-Nov-23	MSCOL-112303	RECEIVER GENERAL FULL TIME	56,855.21
2-Nov-23	MSCOL-112304	RECEIVER GENERAL PART TIME	41,685.58
3-Nov-23	MSCOL-112305	SYSCO	34,033.87
3-Nov-23	MSCOL-112306	SUTHERLAND HR CONSULTING INC.	3,280.80
9-Nov-23	MSCOL-112307	MILLER WASTE SYSTEMS INC.	8,264.04
9-Nov-23	MSCOL-112308	MIP INC.	329.70
9-Nov-23	MSCOL-112309	DIVERSEY CANADA	4,707.17
10-Nov-23	MSCOL-112310	TELUS HEALTH (CANADA) LTD.	686.76
10-Nov-23	MSCOL-112311	CLAIM SECURE	1,267.00
10-Nov-23	MSCOL-112312	HYDRO ONE NETWORKS INC.	20.32
10-Nov-23	MSCOL-112313	HYDRO ONE NETWORKS INC.	22.55
10-Nov-23	MSCOL-112314	PLAN A NIPISSING/SIMCOE	3,958.94
14-Nov-23	MSCOL-112315	BELL INTERNET	131.54
14-Nov-23	MSCOL-112316	IAN PARKER	5,685.69
16-Nov-23	MSCOL-112317	CAMPANA SYSTEMS	2,864.86
16-Nov-23	MSCOL-112318	RECEIVER GENERAL FULL TIME	57,053.69
16-Nov-23	MSCOL-112319	RECEIVER GENERAL PART TIME	41,978.93
17-Nov-23	MSCOL-112320	HUB INTERNATIONAL HKMB LIMITED	104,844.24
21-Nov-23	MSCOL-112321	TELIZON	479.95
21-Nov-23	MSCOL-112322	ENBRIDGE UNION GAS	4,904.43
21-Nov-23	MSCOL-112323	HYDRO ONE NETWORKS INC.	18,572.77
21-Nov-23	MSCOL-112324	OFFICE CENTRAL	1,490.22
21-Nov-23	MSCOL-112325	ADT SECURITY SERVICES CANADA INC.	64.79
21-Nov-23	MSCOL-112326	ROBSON COMMUNICATIONS INC.	682.79
22-Nov-23	MSCOL-112327	ADT SECURITY SERVICES CANADA INC.	119.61
22-Nov-23	MSCOL-112328	WSIB	25,509.24
22-Nov-23	MSCOL-112329	MINISTER OF FINANCE EHT	14,460.18
22-Nov-23	MSCOL-112330	OMERS	121,636.86
22-Nov-23	MSCOL-112331	DR. NG	4,188.14
22-Nov-23	MSCOL-112332	DR. KING	1,729.50
23-Nov-23	MSCOL-112333	BELL TV	1,826.08
23-Nov-23	MSCOL-112334	DESJARDINS INSURANCE	29,582.04
24-Nov-23	MSCOL-112335	RBC VISA	9,613.93
24-Nov-23	MSCOL-112336	CLAIM SECURE	875.90
27-Nov-23	MSCOL-112337	DISTRICT OF PARRY SOUND SOCIAL SERVI	2,800.00
27-Nov-23	MSCOL-112338	2170640 ONTARIO LIMITED-EVAN HUGHES	5,100.00
27-Nov-23	MSCOL-112339	HYDRO ONE NETWORKS INC.	146.35
27-Nov-23	MSCOL-112340	HYDRO ONE NETWORKS INC.	143.32
28-Nov-23	MSCOL-112341	PLAN A NIPISSING/SIMCOE	3,799.77
28-Nov-23	MSCOL-112342	MIP INC.	124.15



14-Nov-23	731	SSC622939	CANADA BREAD-ONTARIO T6249	1,555.20
14-Nov-23	732	SSC622940	CROSSTOWN COURIER	147.47
14-Nov-23	733	SSC622941	EMILY TAYLOR	325.44
14-Nov-23	734	SSC622942	EXPRESS PARCEL	200.16
14-Nov-23	735	SSC622943	FEDERAL EXPRESS CANADA CORPORATION	147.44
14-Nov-23	736	SSC622944	GFL ENVIRONMENTAL INC.	265.55
14-Nov-23	737	SSC622945	KATE DEWHIRST HEALTH LAW	452.00
14-Nov-23	738	SSC622946	LIFELABS	547.50
14-Nov-23	739	SSC622947	NORTHERN COMMUNICATIONS	67.62
14-Nov-23	740	SSC622948	POINTCLICKCARE	1,787.36
14-Nov-23	741	SSC622949	SMITH, GREG	130.40
14-Nov-23	742	SSC622950	TECHNICAL STANDARDS AND SAFETY AUTHORITY	250.00
14-Nov-23	743	SSC622951	WESTON, NORMA	42.60
14-Nov-23	744	SSC622952	WOOD WYANT	1,647.59
17-Nov-23	745	SSC622953	KELLY, AMBERLEIGH	192.78
17-Nov-23	746	SSC622954	RECEIVER GENERAL PART TIME	237.46
17-Nov-23	747	SSC622955	TECHNICAL STANDARDS AND SAFETY AUTHORITY	330.00
21-Nov-23	748	SSC622956	BOARD MEMBERS RENUMERATION-PETTYCASH	1,064.00
22-Nov-23	749	SSC622957	ACTIVITY PRO INC.	601.16
22-Nov-23	750	SSC622958	AGILIS NETWORKS	367.25
22-Nov-23	751	SSC622959	ARJO CANADA INC.	248.60
22-Nov-23	752	SSC622960	BEATTY PRINTING	322.66
22-Nov-23	753	SSC622961	GERRY LEE & ASSOCIATES	1,921.00
22-Nov-23	754	SSC622962	GNXCOR	186.97
22-Nov-23	755	SSC622963	NORTHERN COMMUNICATIONS	83.39
22-Nov-23	756	SSC622964	ONTERA	37.23
22-Nov-23	757	SSC622965	PUROLATOR	5.65
22-Nov-23	758	SSC622966	R & R COMPANY LTD.	4,689.50
22-Nov-23	759	SSC622967	SFI MEDICAL EQUIPMENT SOLUTIONS	1,756.02
22-Nov-23	760	SSC622968	STAFFSTAT INC.	1,389.92
22-Nov-23	761	SSC622969	STERICYCLE ULC	650.17
22-Nov-23	762	SSC622970	THE ENGRAVING SHOPPE	642.37
22-Nov-23	763	SSC622971	TRANSCANADA STORE AND RESTAURANT SUPPLII	171.76
22-Nov-23	764	SSC622972	CUPE LOCAL 1339	9,665.54
30-Nov-23			Banking Charges	209.75
30-Nov-23			Cheques November 2023	669,754.81

November 3, 2023	Pay #22	254,767.99
November 17, 2023	Pay #23	256,165.67
		<u>510,933.66</u>



**Eastholme**  
**East District of Parry Sound**  
**Home for the Aged**  
**Operating Budget 2023**

	Budget 2023	Level of Care Funding	Budget January to November 2023	Actual January to November 2023		Under (Over)
<b>Revenue</b>						
Ministry operating funding	\$ 7,399,100		\$ 6,782,508	\$ 7,907,873	Note 1	\$ (1,125,364) OVER
Resident revenue basic fees	\$ 2,889,400		\$ 2,648,617	\$ 2,568,124	Note 2	\$ 80,493
<b>TOTAL</b>	<b>\$ 10,288,500</b>		<b>\$ 9,431,125</b>	<b>\$ 10,475,996</b>		<b>\$ (1,044,871)</b>
Resident revenue private accommodation fees	\$ 554,300		\$ 508,108	\$ 456,545		\$ 51,563
Resident revenue semi-private accommodation fees	\$ 56,200		\$ 51,517	\$ 50,504		\$ 1,013
Subsidy for Covid19 - containment funding	\$ 112,200		\$ 102,850	\$ 393,033	Note 3	\$ (290,183) OVER
Subsidy - One time	\$ 780,600		\$ 715,550	\$ 3,538,500	Note 4	\$ (2,822,950) OVER
Interest	\$ 50,000		\$ 45,833	\$ 117,486	Note 5	\$ (71,653)
<b>Sub-Total</b>	<b>\$ 11,841,800</b>		<b>\$ 10,854,983</b>	<b>\$ 15,032,064</b>		<b>\$ (4,177,081)</b>
Municipal Levy (3.5%) 1,480,900 x 1.035	\$ 1,532,700		\$ 1,404,975	\$ 1,404,975		\$ -
Transfer from reserve	\$ 345,100		\$ 316,342	\$ -		\$ 316,342
<b>Total Revenue</b>	<b>\$ 13,719,600</b>		<b>\$ 12,576,300</b>	<b>\$ 16,437,039</b>		<b>\$ 316,342</b>
<b>Expenses</b>						
Program and Support Services	\$ 588,400	\$ 579,600	\$ 539,367	\$ 569,164		\$ (29,797)
BSO phase 1 and 2	\$ 63,400	\$ 63,400	\$ 58,117	\$ 58,117		\$ -
Raw Food	\$ 648,800	\$ 513,900	\$ 594,733	\$ 626,226		\$ (31,492)
Nursing and Personal Care	\$ 7,207,900	\$ 6,346,800	\$ 6,607,242	\$ 7,730,121	Note 6	\$ (1,122,880) OVER
Accommodation (OA*)	\$ 5,211,100	\$ 2,784,800	\$ 4,776,842	\$ 7,413,901	Note 7	\$ (2,637,059) OVER
<b>Total Expenses</b>	<b>\$ 13,719,600</b>	<b>\$ 10,288,500</b>	<b>\$ 12,576,300</b>	<b>\$ 16,397,529</b>		<b>\$ (3,821,228)</b>
<b>Excess of Revenue over Expenses</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ 39,510</b>		<b>\$ (39,511)</b>

\*OA = Dietary, Admin, Board, Building & Property, Facility, Housekeeping, Laundry

**Note 1**

Budgeted amounts did not include the April 1st LOC increases as they were not known at the time of budget  
 LOC increase at April 1, 2023 was 2.4%.

**Note 2**

Budget includes estimate of resident fees at 98% of capacity based on experience.  
 Actual is lower due to special considerations during admissions where co-payment was waved, or  
 resident was able to pay basic fees in private accommodation to expedite admission from hospital.  
 Some revenue recovered under High Intensity Funding, and also under Preferred Accommodation Supplement (see Note 4)

**Note 3**

Containment funding ended March 31  
 Budget estimate was for 3 months (Jan-Mar/23) - not spread throughout the year, as expenses were (hence Excess not being \$0)  
 Containment funding received to cover additional containment expenses up to March 31, 2023 \$ 393,033.00

**Note 4**

One-time subsidy includes the following:

- Revenue inclusion for ICIP claims not yet received for expenses below in Note 7	\$ 2,308,208
- ICIP Revenue already received	414,192
PWE, NP, IPAC Personnel & Education lead	684,730
Minor Capital	39,584
MST, Resident Health, & other	72,408
Preferred Accommodation and Preferred Rate Supplement	19,378
	<u>\$ 3,538,501</u>

**Note 5**

Higher bank balances & higher interest rates

**Note 6**

Nursing Wage lines approx 1.1 mill > budgeted due to Hours of Care required increases  
 Corresponding Revenue is in Ministry Operating Funding (see Note 1)

**Note 7**

Includes the following capital items:

ICIP (Architect and Prime Contractor)	\$ 2,545,483.23
Cameras (Hardware only)	\$ 47,288.05
Comprehensive Minor Capital Program	<u>\$ 74,746.92</u>
	<u>\$ 2,667,518.20</u>

ICIP Project	Quoted/Tendered		Quoted/Tendered	To Date (before HB & Tax)	20-Dec-23 Cash allow Change Orders	Balance of work To be invoiced		
Architects	\$ 295,000.00		\$ 295,000.00	\$ 296,351.50		-\$ 1,351.50		
Lowest Bid -Venasse	\$ 4,680,000.00		\$ 4,680,000.00	\$ 4,351,620.44		\$ 328,379.56	Venasse PC 16	\$ 4,735,000.00
		Proposed Changes				\$ -		\$ 4,908,228.46
		CO-1 -kitchen window		\$ -	\$ 3,272.50	\$ 3,272.50		
		CO-2 - Breaker		\$ -	\$ 1,883.75	\$ 1,883.75	MJA -CO's	\$ 173,228.46
		PC#4 - AC in Server room-not proceeding	0	\$ -	\$ -	\$ -		
		CO3 -Replace Window MR office			\$ 1,320.00	\$ 1,320.00		
		CO4-Window flashing North Side			\$ 3,850.00	\$ 3,850.00		
		CO 5/ (PC)- 6 -sw roof access ladder			\$ 1,155.00	\$ 1,155.00		
		CO6/ (PC)- 7 -cladding at link			\$ 6,050.00	\$ 6,050.00		
		CO7/(PC)- 8 - Window			\$ 16,775.00	\$ 16,775.00		
		CO8/(PC)- 9 - SW Canopy roofing mods			\$ 1,573.00	\$ 1,573.00		
		CO9/(PC)- 10 - Additional new interior sills			\$ 5,588.00	\$ 5,588.00		
		CO10/(PC)- 11 -valve replacement			\$ 1,302.27	\$ 1,302.27		
		CO11/(PC)- 12 -Replace 9 Humidifiers			\$ 82,352.60	\$ 82,352.60		
		CO12/(PC)- 13 -3 condensate pumps			\$ 4,414.08	\$ 4,414.08		
		CO13/(PC)- 14 -Merv 13 filters			\$ 4,349.95	\$ 4,349.95		
		CO14/(PC)- 15 -Replace to exterior light fixtures			\$ 2,101.53	\$ 2,101.53		
		CO15/(PC)- 16 -Connect Common Room AC to BAS			\$ 11,011.00			
		CO16/(PC)- 17 -Repair to existing link wall <i>revise to time and material</i>						
		CO17/(PC)- 18 -clad plumbing for humidifiers - cancelled						
		CO18/(PC)- 19 -Split AC Serveries			\$ 26,229.78	\$ 6,557.44		
		Signs	\$ 1,518.00	\$ 1,518.00		\$ -		
		BAS Service Contract	\$ 55,000.00			\$ 55,000.00		
Subtotal before network	\$ 4,975,000.00	93.5%	\$ 5,031,518.00	\$ 4,649,489.94	\$ 173,228.46	\$ 524,573.18		\$ 5,204,746.46
Network	\$ 140,000.00		\$ 140,000.00	\$ 125,361.12		\$ 14,638.88		
Subtotal before tax	\$ 5,115,000.00	96.1%	\$ 5,171,518.00	\$ 4,774,851.06	\$ 173,228.46	\$ 539,212.06	\$ 5,487,291.58	Total Costs
							ICIP Grant	\$ 5,322,947.00
							Over	\$ 164,344.58
							BAS Service	-\$ 55,000.00 2024 Operating Budget
							Operational	\$ 109,344.58 Capital Fund





p. 705-639-5343  
f. 705-639-1880  
info@antownship.ca  
www.antownship.ca

2357 County Road 45  
P.O. Box 29  
Norwood, ON  
K0L 2V0

December 22, 2023

Sent via E-mail  
david.piccinico@pc.ola.org

David Piccini, MPP  
Northumberland-Peterborough South  
117 Peter St  
Port Hope, ON L1A 1C5

**Re: Rising Municipal Insurance Costs**

Dear MPP Piccini,

At its regular meeting held December 12, 2023, the Council of the Township of Asphodel-Norwood considered the above-noted matter and passed the following resolution:

**WHEREAS** Ontario Municipalities are experiencing higher insurance rates at each renewal with limited access to insurance providers willing to quote on municipal insurance needs;

**AND WHEREAS** the Township of Asphodel-Norwood's annual insurance premiums have increased from \$150,280 to \$299,729 from 2020 to 2024, representing an accumulated increase of 99.5% over this period;

**AND WHEREAS** these annual increases are unsustainable and divert funds from critical municipal services as one of the most significant constraints in limiting yearly tax levy increases;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of Asphodel-Norwood directs staff to send a letter to the MPP for Northumberland-Peterborough South calling for action to reduce insurance costs;

**AND FURTHER BE IT RESOLVED** that this Resolution be forwarded to the Association of Municipalities of Ontario (AMO), the Minister of Finance, the Minister of Municipal Affairs and Housing, and all Ontario Municipalities for support.

Trusting you will find the foregoing satisfactory, but please do not hesitate to reach out with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "MHudson".

Melanie Hudson, Acting Clerk  
Township of Asphodel-Norwood

- Resolution -



19 Holland Rd W. RR.#1  
Kakabeka Falls, ON P0T 1W0

[www.conmee.com](http://www.conmee.com)

**On December 19<sup>th</sup> 2023, Council passed the following resolution at its regular meeting:**

**RESOLUTION 2023-0247**

**Moved by Councillor Arnold**

**Seconded by Councillor Halvorsen**

WHEREAS duly elected Officials of a Municipality, or a Township are expected to be above reproach and to conduct themselves with integrity, truth, justice, honesty, transparency and courtesy.

AND WHEREAS there are people of dubious character who have a Criminal Record, having been convicted of a Federal Offence of any of the Federal Statutes of Canada, but not limited to the Criminal Code or Narcotic Control Act, who are currently on Council of a Municipality or have let their name stand for election for Mayor, Reeve or Councillor as a municipal candidate.

NOT WITHSTANDING the provisions of the Ontario Human Rights Code

THEREFORE BE IT RESOLVED that the Township of Conmee lobby the Provincial Government to amend The Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record pardoned from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections or holding office in municipal council

AND THAT an elected local government official be disqualified from office upon conviction of a criminal offense and must resign

AND THAT Council of the Township of Conmee direct the Clerk to send a copy of this resolution to the Ontario Premier Doug Ford, Attorney General Doug Downey, Solicitor General Michael Kerzner, Minister of Municipal Affairs Paul Calandra, MPP Kevin Holland, MPP and Leader of the Official Opposition Marit Stiles, MPP and Critic of the Attorney General Kristyn Wong-Tam, MPP and Critic of Solicitor General John Vanthof, MPP and Critic of Municipal Affairs Jeff Burch, Association of Municipalities of Ontario, Rural Ontario

- Resolution -



19 Holland Rd W, RR.#1  
Kakabeka Falls, ON P0T 1W0  
[www.conmee.com](http://www.conmee.com)

Municipal Association, Northern Ontario Municipal Association, Thunder Bay District  
Municipal League, and all Ontario municipalities

**CARRIED**







Legislative Services  
Jaclyn Grossi  
905-726-4768  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

December 19, 2023

The Honourable Doug Ford, Premier of Ontario  
Premier's Office, Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**Delivered by email**  
premier@ontario.ca

Dear Premier Ford:

**Re: Town of Aurora Council Resolution of December 12, 2023**  
**Motion 10.1 – Councillor Gilliland; Re: Homelessness Crisis**

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

**Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and**

**Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and**

**Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;**

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and**
- 2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and**

- Resolution -

3. **Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:**
  - a. **Commit to ending homelessness in Ontario; and**
  - b. **Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to develop, resource, and implement an action plan to achieve this goal; and**
  - c. **Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and**
  - d. **Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and**
4. **Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Jaclyn Grossi  
Deputy Town Clerk  
The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: Hon. Paul Calandra, Minister of Municipal Affairs and Housing  
Hon. Michael Parsa, Minister of Children, Community and Social Services, MPP  
Aurora—Oak Ridges—Richmond Hill





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## 10. Motions

### 10.1 Councillor Gilliland; Re: Homelessness Crisis

**Moved by** Councillor Gilliland

**Seconded by** Councillor Gaertner

Whereas the homelessness crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario, and that Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, and residents as well as regional, federal, and provincial governments and agencies; and

Whereas the Town of Aurora recognizes the challenges of mental health, addictions, and homelessness, which are complex issues that have a significant and detrimental impact on the residents of the Town of Aurora and surrounding areas within Ontario; and

Whereas addressing and responding to these issues has placed extreme stress on all levels of regional, municipal, and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within the Town of Aurora and surrounding areas;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledge that homelessness in Ontario is a social, economic and health crisis, including people with substance use disorders; and
2. Be It Further Resolved That the Town of Aurora commits to ending homelessness in the community in collaboration with the Region, and both the Provincial and Federal governments; and
3. Be It Further Resolved That the Town of Aurora call on the Region, the Province and Federal governments to increase action and supports on the following:
  - a. Commit to ending homelessness in Ontario; and
  - b. Work with the Association of Municipalities of Ontario (AMO) and a broad range of community, health, and economic partners to



- develop, resource, and implement an action plan to achieve this goal; and
- c. Provide a long-term financial commitment to assist in the creation of more affordable and supportive housing for people in need, in York Region, including people with substance use disorders; and
  - d. Increase investments in evidence informed substance use prevention and mental health promotion initiatives that provide foundational support for the health, safety and well-being of individuals, families, and neighbourhoods, beginning from early childhood; and
4. Be It Further Resolved That a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; the Minister of the Solicitor General; the Minister of Finance; the Chief Medical Officer of Health; Town of Aurora local MPs and MPPs; the Association of Municipalities of Ontario; and all Ontario municipalities.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

**Carried (7 to 0)**



(26)

Legislative Services  
Jaclyn Grossi  
905-726-4768  
clerks@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

December 19, 2023

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2

**Delivered by email**  
justin.trudeau@parl.gc.ca

The Honourable Doug Ford, Premier of Ontario  
Premier's Office, Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**Delivered by email**  
premier@ontario.ca

Dear Prime Minister Trudeau and Premier Ford:

**Re: Town of Aurora Council Resolution of December 12, 2023**  
**Motion 10.3 – Councillor Gilliland; Re: Community Safety and Inciteful Speech**

Please be advised that this matter was considered by Council at its meeting held on December 12, 2023, and in this regard, Council adopted the following resolution:

**Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and**

**Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and**

**Whereas any loss of innocent civilian life is unacceptable and tragic; and**

**Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and**

**Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and**

**Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in**

-Resolution-

**person or in a free, open and secure internet, and to ensure transparency and accountability;**

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and**
- 2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and**
- 3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and**
- 4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.**

The above is for your consideration and any attention deemed necessary.

Sincerely,



Jaclyn Grossi  
Deputy Town Clerk  
The Corporation of the Town of Aurora

JG/lb

Attachment (Council meeting extract)

Copy: All Ontario Municipalities





### 10. Motions

#### 10.3 Councillor Gilliland; Re: Community Safety and Inciteful Speech

**Moved by** Councillor Gilliland

**Seconded by** Councillor Gaertner

Whereas there has been an escalation in terrorist activity and unrest around the world that has triggered homeland rallies and advocacy that supports inciteful actions, which are causing uncertainty and unsafe feelings in our own country; and

Whereas inciteful speech is knowingly being utilized to create division, manipulation and spread misinformation, which could be defined as violent extremist propaganda and encouraging violent crimes; and

Whereas any loss of innocent civilian life is unacceptable and tragic; and

Whereas other local municipal councils and residents in Aurora have expressed concerns of uncertainty and safety who are asking for peace, protection and security; and

Whereas law exists to help maintain public safety, security, peace and order in society, and in Canada, where the responsibility for criminal justice is shared between the Federal, Provincial and territorial governments; and

Whereas it is important to protect our general freedoms of speech, while respecting the principles to protect and respect human rights, whether in person or in a free, open and secure internet, and to ensure transparency and accountability;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora acknowledges that residents in the community have expressed feelings of uncertainty and safety concerns, due to the recent global unrest, and condemns all acts of terror and violence resulting in loss of life or injury; and
2. Be It Further Resolved That the Town of Aurora call on all levels of government to acknowledge this uncertainty and safety concerns in Canada and look to strengthening their available tools to deny inciteful

speech that encourages violent extremists the ability to publicly manipulate, advocate, and incite violence or physical harm to another human being, whether it be online or in person; and

3. Be It Further Resolved That Council encourages our community and diverse local leaders of faith to bring the community together to promote peace, healing and understanding during this difficult time; and
4. Be It Further Resolved That a copy of this resolution be provided to both the Federal and Provincial government and all municipalities in Ontario.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

**Carried (7 to 0)**

December 12, 2023

**\*Sent Via Email\***

Municipalities of Ontario

**Re: Amendment to the Occupational Health and Safety Act to Clarify the Definition of "Employer"**

The following resolution was passed by Council of the City of Greater Sudbury on December 5, 2023:

PO BOX 5000 STN A  
200 BRADY STREET  
SUDBURY ON P3A 5P3

CP 5000 SUCCA  
200, RUE BRADY  
SUDBURY ON P3A 5P3

705.671.2489

[www.greatersudbury.ca](http://www.greatersudbury.ca)  
[www.grandsudbury.ca](http://www.grandsudbury.ca)

*CC2023-303: WHEREAS in 2015 the City of Greater Sudbury (the "City") entered into a contract with a contractor experienced in road construction projects to complete a project on Elgin Street in the City's downtown core;*

*AND WHEREAS the contract provided that the contractor would be the constructor for the project as that term is defined in the Occupational Health and Safety Act (the "Act");*

*AND WHEREAS an employee of the constructor operating a grader on the project struck and killed a pedestrian;*

*AND WHEREAS the City was charged with offences under the Act as the constructor and the employer;*

*AND WHEREAS after being acquitted at trial and on appeal, the Ontario Court of Appeal, in a decision issued on April 23, 2021, found the City to be liable for contraventions of the Construction Regulations as an employer as it employed quality control inspectors to monitor the quality of work on the project from time-to-time;*

*AND WHEREAS the Supreme Court of Canada, in a decision issued on November 10, 2023, was evenly divided 4-4 on the issue resulting in dismissal of the City's appeal;*

*AND WHEREAS the consequence of this decision is that municipalities in Ontario, as well as all other owners of property in the province, who wish to undertake construction, are subject to being charged and convicted as an employer for offences in relation to project sites for which they have no control and have, in accordance with the Act, contracted with an entity to assume plenary oversight and authority over the work on such site as the constructor; AND WHEREAS the potential of an owner being charged as an employer as that term is defined in the Act in circumstances where it has engaged a constructor disregards and renders meaningless the owner-constructor provisions contained in the Act and presents an unacceptable level of increased risk and confusion for owners and contractors throughout the province;*

- Resolution -



*AND WHEREAS the City believes that the safety of workers is paramount however the safety of workers on construction projects in Ontario is not increased by placing liability on parties that do not have control of and are not responsible for the conduct of the work on such sites;*

*NOW THEREFORE BE IT RESOLVED THAT the Council for the City of Greater Sudbury requests that the province amend the Occupational Health and Safety Act to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project;*

*AND BE IT FURTHER RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, France Gelinas, MPP for Nickel Belt, Jamie West, MPP for Sudbury, the Association of Municipalities of Ontario, the Federation of Northern Ontario Municipalities, Ontario's Big City Mayors, Mayors and Regional Chairs of Ontario, Northern Ontario Large Urban Mayors, the Council of Ontario Construction Associations, the Ontario Chamber of Commerce and all Ontario municipalities.*

Yours truly,

A handwritten signature in black ink, appearing to read 'Brigitte Sobush', with a large, stylized initial 'B'.

Brigitte Sobush  
Manager of Clerk's Services/Deputy City Clerk

- c.     Members of City Council  
       Eric Labelle, City Solicitor and Clerk
-



December 13, 2023

SENT ELECTRONICALLY

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Room 281  
Queens Park  
Toronto, ON M7A 1A1

The Honourable Sylvia Jones  
Minister of Health / Deputy Premier  
777 Bay Street, College Park, 5th Floor  
Toronto, ON M7A 2J3

Michael Parsa  
Minister of Children, Community and Social Services  
438 University Avenue, 7<sup>th</sup> Floor  
Toronto, ON M7A 1N3

Dear Premier Ford, Minister Jones, and Minister Parsa:

**RE: Intimate Partner Violence and Public Health Action**

On behalf of the Board of Health for North Bay Parry Sound District Health Unit (Health Unit), please accept this correspondence highlighting the need to advance local and provincial action on monitoring, preventing, and reducing Intimate Partner Violence, and adverse events experienced by children with violence or abuse in the family unit. As a local public health unit, we are engaged in this work as per the following Ontario Public Health Standards: Healthy Growth and Development (including Healthy Babies Healthy Children Program); Substance Use and Injury Prevention; and Foundational (such as Population Health Assessment and Health Equity). At its meeting on November 22, 2023, the Board of Health carried the following resolution #BOH/2023/11/04:

*WHEREAS, the Ontario Public Health Standards identifies violence as a topic for consideration within the Substance Use and Injury Prevention Standard and requires public health units to use a comprehensive health promotion approach that addresses risk and protective factors to reduce the burden of preventable injuries in the health population;*

*WHEREAS, the Ontario Public Health Standards require public health units to monitor and assess trends related to injuries;*

*WHEREAS, public health units and their programs, such as Healthy Babies Healthy Children and Sexual Health, respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence within individual client care using best practices;*

*- Resolution -*



*WHEREAS, it is well documented that Intimate Partner Violence is a serious preventable problem that significantly impacts victims and their children with effects across the lifespan and has considerable societal costs associated with medical and mental health services, lost productivity, and criminal justice and child welfare costs;*

*WHEREAS, responding to and preventing Intimate Partner Violence requires urgent and sustained evidence-based interventions by multisectoral agencies at a local and provincial level that are effective in preventing violence, and effective in changing risk and increasing protective factors, especially in adolescents and young adults;*

*WHEREAS, Intimate Partner Violence is generally underreported. Locally reported police, victim, and healthcare service data likely does not represent the full extent of Intimate Partner Violence, nor the risk and nature of the abuse and how it varies across specific population groups (e.g., 2sLGBTQ+, Indigenous) and age groups. Local level survey data is not available on Intimate Partner Violence, as collected through the Statistics Canada General Social Survey on Canadian's Safety (Victimization), or Adverse Childhood Experiences (ACEs);*

*THEREFORE BE IT RESOLVED, That the Board of Health for the North Bay Parry Sound District Health Unit is committed to being a member on the Violence against Women Coordinating Committee (VAWCC) of Nipissing and VAWCC of Parry Sound, and support the efforts of staff to research and consult with local, regional, and provincial experts and community partners to enhance surveillance methodologies, knowledge of effective prevention strategies, promotion of local services, and capacity for collective action and evaluation; and,*

*THEREFORE BE IT RESOLVED, That the Board of Health call on the Province of Ontario to invest in surveillance and analytical methodologies at a provincial and local public health unit level to gain a better understanding of the prevalence of Intimate Partner Violence and Adverse Childhood Experiences and to permit monitoring of trends, and data-informed action; and,*

*THEREFORE BE IT RESOLVED, That the Board of Health call on the Province of Ontario to develop a Provincial Intimate Partner Violence strategy to support the identification, implementation, evaluation, and monitoring of effective violence prevention strategies; and*

*THEREFORE BE IT RESOLVED, That the Board of Health call on the Province of Ontario and the Ministry of Children, Community and Social Services (MCCSS) to increase the funding allocated to the Healthy Babies Healthy Children Home Visiting program that is operated out of local public health units. The program directly services individual parents who need more support. Within this work, staff respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence. The annual budget for the Healthy Babies Healthy Children program has not increased in over 10 years.*



December 13, 2023

Intimate Partner Violence which can include physical, sexual, and/or emotional harm toward a current or former intimate partner, is a serious preventable problem that significantly impacts victims and their children with effects across the lifespan.

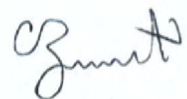
On an individual level, exposure to Intimate Partner Violence has been associated with negative impacts to social functioning, mental health, and physical health. In addition, it has been well established through research, that children exposed to violence in the family either directly, or through witnessing interparental violence are at increased risk of intimate partner violence experiences in adolescence and adulthood. Domestic abuse is recognized as an Adverse Childhood Experience. Adverse childhood experiences, otherwise known as ACEs is a term used to describe negative, stressful, traumatizing events that occur before the age of 18 years. They are associated with risk of serious physical, mental health, and neurobiological problems, and more exposure to adverse events predicts greater risk in later years. There is a need to invest in interventions that are effective in preventing violence, or effective in changing risk and increasing protective factors. Research indicates that Intimate Partner Violence starts early in the lifespan, in adolescents and young adults, highlighting the need for early prevention efforts, and interventions targeting this population.

The Board of Health respectfully urges the Provincial Government to invest in surveillance and data-informed strategies at a provincial and local level that will help to monitor trends, prevent and reduce intimate partner violence; reduce adverse childhood experiences; and, increase resilience and protective factors to decrease the likelihood of future risk, such as becoming a victim, or perpetrator of violence.

Sincerely,



Rick Champagne  
Chairperson, Board of Health



Carol Zimbalatti, M.D., CCFP, MPH  
Medical Officer of Health/Executive Officer

Copy to:

Vic Fedeli, MPP, Nipissing  
Graydon Smith, MPP, Parry Sound-Muskoka  
John Vanthof, MPP, Timiskaming-Cochrane  
Ontario Boards of Health  
Health Unit Member Municipalities  
The Honourable Michael Kerzner (Solicitor General of Ontario)  
Josée Bégin (Assistant Chief Statistician, Statistics Canada)  
Chairs of the VAWCC of Nipissing and VAWCC of Parry Sound

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**Clerk's Department**  
Township of Clearview  
Box 200, 217 Gideon Street  
Stayner, Ontario L0M 1S0  
[clerks@clearview.ca](mailto:clerks@clearview.ca) | [www.clearview.ca](http://www.clearview.ca)  
Phone: 705-428-6230

December 12, 2023

File: C00.2023

Hon. Todd McCarthy  
Ministry of Public and Business Service Delivery  
777 Bay Street, 5<sup>th</sup> Floor  
Toronto ON M5B 2H7

Sent by Email

**RE: Cemetery Transfer/Abandonment Administration & Management Support**

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Please be advised that Council of the Township of Clearview, at its meeting held on December 11, 2023, passed a resolution regarding Cemetery Transfer/Abandonment Administration & Management Support as follows:

Moved by Councillor Walker, Seconded by Councillor Broderick, Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;



And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries; Page 6 of 7
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities. Motion Carried.

For reference, please find attached the Staff Report LS-032-2023 that provides background for the above resolution. If you have any questions, please do not hesitate to contact the undersigned.

Regards,



Sasha Helmkay-Playter, B.A., Dipl. M.A., AOMC  
Clerk/Director of Legislative Services

cc: Jim Cassimatis, BAO Interim CEO/Registrar  
MPP Simcoe Grey, Brian Saunderson  
Ontario Municipalities

---

**To:** Mayor and Council

**From:** Sasha Helmkey, Clerk/Director of Legislative Services

**Date:** December 11, 2023

**Subject:** Report # LS-032-2023 – Cemetery Transfer/Abandonment Administration & Management Support

---

### Recommendation

Be It Resolved that Council of the Township of Clearview hereby receives Report LS-032-2023 (Cemetery Transfer/Abandonment Administration & Management Support) dated December 11, 2023; and,

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

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- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities.

## **Background**

Under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed.

Over the last decade there appears to be a trend where cemeteries in Ontario are being transferred, whether through abandonment or a mutually agreed upon transfer, to the care and control of municipalities. This is often seen when there is a breakdown in existing cemetery boards and/or when churches cease operations. For many existing private cemetery boards their board members and volunteers are aging and are unable to assist with the operations and maintenance of the cemetery any longer. Finding new members proves to be difficult for these boards to continue. In addition to aging board members, there are other issues that are contributing to the increase in cemetery transfers:

- high maintenance costs
- inaccuracy of records
- lack of financial and human resources to effectively operate and maintain the cemetery



- increased regulatory processes that require ongoing training for selling of interment rights, and the financial operation of the care and maintenance fund, etc.

### **Township Owned Cemeteries**

The Township of Clearview currently owns and operates nine (9) cemeteries within its geographic boundaries. Out of these nine cemeteries, four (4) are considered active meaning that there are still interment rights to be sold, or burials to take place. Below is a chart outlining these cemeteries and their status:

<b>Cemetery Name</b>	<b>Address</b>	<b>Status</b>
Batteau Hill Cemetery	2670 County Road 124, Duntroon	Inactive
Bethel Union Cemetery	2249 Creemore Avenue, New Lowell	Inactive
Dunedin Union Cemetery	9 Turkeyroost Lane, Dunedin	Active
Duntroon Pioneer Cemetery	2870 County Road 124, Duntroon	Inactive
Lavender Cemetery	827103 Mulmur/Nottawasaga Townline, Creemore	Active
Old Zion Presbyterian Church Cemetery	6130 Highway 26, Sunnidale Corners	Inactive
Second Line Nottawasaga Cemetery	2279 County Road 42, Stayner	Active
Stayner Union Cemetery	7661 Highway 26, Stayner	Active
Zion Presbyterian Church Cemetery	12358 County Road 10, Sunnidale Corners	Inactive

For the Dunedin and Stayner Union Cemetery, the Township looks after the maintenance and burials through a third-party contractor. The maintenance and burials for the Lavender Cemetery are conducted through the Board. For the Second Line Nottawasaga Cemetery all the interment rights have been sold, but there remains one burial to be completed. The cost to maintain an active cemetery is expensive. Although burial costs and the installation of markers, etc. are cost recovery through the purchaser, grounds maintenance is not.

Inactive cemeteries still require consistent grounds maintenance, which includes any monument restoration for health and safety, and record searches for the public register.

## **Comments and Analysis**

When analyzing the number of cemeteries that Clearview Township currently owns and operates, maintenance and administration is a large undertaking. To add any additional cemeteries by way of transfer or abandonment will only compound the issues the Township is already facing. In the past year, the Township has been approached by two separate entities regarding possible cemetery transfers. When a board or cemetery transfers ownership to the municipality, the issues are transferred with it. Municipalities are not immune to the same concerns. It becomes a strain on municipal resources, financially, administratively, and operationally.

### **Administrative Impact**

From an administrative perspective the management of four active cemeteries is both time consuming and complex. No interment is the same, and providing good customer service takes time especially for those making arrangements while also dealing with grief. Administrative tasks include but are not limited to: interment right sales and mapping, burial contracts and scheduling, monument placement, historical record searches, plot and monument staking, fees and charges review, family transfers of interment rights and annual reporting to the Bereavement Authority of Ontario (BAO).

- **Incomplete records**

Often the records accepted by the Township from a dissolved cemetery board or church are incomplete and disorganized. This is no fault of the previous board members, as they are also often operating with limited resources. However, it does make it difficult to manage the cemetery post-transfer when records are sparse. Understanding which plots are occupied and by who is critical to the sound management of a cemetery. Unfortunately, this is not made possible in all cases because of incomplete records. In addition, records received during a transfer usually are maintained under different records management standards and are often organized and named inconsistently. Adaptation to Township records keeping practices takes time.

- **Lack of human resources**

Cemetery management is a highly regulated professional field, with the responsibility of which is often placed on public sector employees who may have limited knowledge of cemeteries in general. With reduced resources within municipalities especially rural ones, the management of cemeteries often becomes a secondary responsibility to another position. There is also a lack of affordable training available for municipal employees who are required to abide by regulations set out by the FBCSA and the BAO.



- Increased regulatory processes

Annual reporting requirements of the BAO can be extensive and complex. This includes monitoring the number of interments, the transfers to the Care and Maintenance Fund (C&M), and how the C&M fund can be used. There are also regulations pertaining to maintaining a public register, how sales are to be conducted and strict guidelines on Cemetery By-law approvals, and expansions including the erection of columbaria structures.

- Inconsistent cemetery regulations

Cemeteries can have many different regulations related to plot size, number of burials allowed in a given plot, monument size, what types of flowers/shrubs are allowed to be installed near a headstone etc. The transfer of different cemeteries having inconsistent regulations can make it difficult to adapt management practices in order to maintain original cemetery operational standards.

### **Operational Impact**

Similarly, from an operational perspective the grounds maintenance of cemeteries, whether active or inactive, is both time consuming and complex. A key issue when analyzing the maintenance component of cemetery management is the lack of financial resources to support the operation. Cemetery maintenance includes, but is not limited to: grass cutting (whipper snipping around monuments), tree and shrub maintenance, monument and corner stone maintenance, water pipe and washroom monitoring, and general upkeep of cemetery grounds (removal of debris, etc.).

- High maintenance costs

As with many services, there are rising costs to contend with. Municipalities have adopted different models to address the maintenance of such, with third party contractors being commonly used or it becomes the responsibility of an internal department such as Parks & Recreation. Regardless the model, the costs have increased significantly over the last decade with equipment purchases/upgrades, insurance requirements for third-party contractors, and the time it takes to cut the grass and whipper snip around monuments. To put it into perspective, the Stayner Union Cemetery with the expansion is 25 acres with monuments to manoeuvre around during ground care. Other considerations for maintenance includes monument restoration and ensuring that they are not deteriorated to the point where they are unsafe. This is important for older cemeteries where restoration hasn't been provided in the past and there are many deteriorating monuments.

- Cost of cemetery management software

Cemetery Management Software can help municipalities manage cemetery records, including plot sale contracts, interment rights certificates, and regulatory reporting.



However, these software solutions are often expensive and require a large amount of staff time to implement especially with incomplete data and records. These software solutions range in price from \$5,000 to \$100,000 with annual maintenance costs. This investment in software can be a large budget request and one that would need to be supported from taxation with the limited funds in cemetery general accounts.

- **Inadequate Care and Maintenance funds**

When the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) was enacted, it stipulated that a care and maintenance fund for a cemetery shall be established. A cemetery operator is required to make contributions to the fund from the sale of in-ground graves, crypts, tombs, niches, scattering rights and monument installation. The contribution is prescribed under the FBCSA and differs dependant on the interment type. The idea is that the fund (income earned from the fund - interest) pays for maintenance costs after a cemetery has stopped making sales. In reality, this concept does not produce enough funds to maintain a cemetery. Looking at the Stayner Union Cemetery as an example, for the very basics (grass cutting and whipper snipping) the interest from the care and maintenance fund does not provide enough monies to maintain the cemetery for the 7 months it's required. In addition, the care and maintenance fund is also to be utilized for the stabilization, maintenance and security of markers. Cemeteries are not self funding, and maintenance of such is becoming a larger budget concern.

### **Support Request**

Cemetery transfers and abandonments have been an ongoing concern for Clearview Township for many years. When you look at the large geography of the Township there are many cemeteries within the boundaries that have the potential to be transferred. To gauge the concern of other municipalities on this issue, staff addressed it at a Simcoe County Clerks group discussion. Many neighbouring municipalities expressed that they were dealing with the same issues and have also been approached by different external entities on possible transfers.

As result of the discussion, it was agreed that to assist with the real concerns with transfers and abandonments of cemeteries, it's vital that the Province provide assistance to adequately support this infrastructure. Support can be provided in many different forms, with staff making the following recommendations for the Ministry of Public and Business Service Delivery and the BAO:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;

- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

There is not one solution to solve all the issues, but at the very least it's important to identify the concerns and have open and real discussions at the provincial level on what support can be provided.

### **Clearview's Strategic Plan**

The above initiative supports the following strategic pillars:

- Governance

### **Financial Implications**

It is difficult to identify an exact dollar amount that can be attributed to a cemetery transfer/abandonment to the municipality. Every transfer is different and depends on a multitude of factors beginning with the cemetery status (active/inactive), acreage, care and maintenance fund (if any), maintenance of records, etc. What is being recommended by staff by way of support from the province is not meant to erase the costs entirely, but rather, to alleviate the financial burden in some capacity.

### **Report Appendices**

Not applicable.

### **Approvals**

**Submitted by:** Sasha HelmKay, B.A., Dipl. M.A., AOMC, Clerk/Director of Legislative Services

**Reviewed by:** Krista Pascoe, Deputy Clerk

**Financial Implications Reviewed by:** Kelly McDonald, Treasurer

**Approved by:** John Ferguson, CAO



December 06, 2023

The Association of Municipalities of Ontario  
200 University Ave., Suite 801  
Toronto, Ontario M5H 3C6

Sent via email: resolutions@amo.on.ca

Attention: Colin Best, President

Dear Mr. Best

**Re: Grey Highlands Resolution #2023-964**

Please be advised that the following resolution was passed at the December 06, 2023 meeting of the Council of the Municipality of Grey Highlands.

**2023-964**

**Whereas the Enbridge Gas has shared with Grey Highlands key messages regarding the Ontario Energy Board's Leave to Construct (LTC) process, entitled "reducing red tape for more cost-effective, timely energy connections in Ontario"; and**

**Whereas Grey Highlands supports and wishes to endorse the recommendations put forward by Enbridge Gas in order to expedite the installation of natural gas to rural, remote or underserved communities such as Grey Highlands; now Therefor be it resolved that the Municipality of Grey Highlands petition the Ontario Government to expedite the implementation of the following recommendations:**

- i) THAT the Government of Ontario move to modernize the Ontario Energy Board's (OEB) Leave to Construct (LTC) process for smaller pipeline projects in order to bring reliable, affordable energy options to communities, homes and businesses in a more cost-effective and timely manner.**
- ii) THAT the LTC cost threshold be updated from \$2M to \$10M for hydrocarbon lines (by amending Ontario Regulation O.Reg.328/03) while maintaining current requirements and expectations for Indigenous consultation and environmental review for projects greater than \$2M and less than \$10M.**
- iii) THAT these outdated regulations are causing the LTC to apply far more broadly than intended when it was established over 20 years ago due to**

**The Municipality of Grey Highlands**

206 Toronto Street South, Unit One - P.O. Box 409 Markdale, Ontario N0C 1H0  
519-986-2811 Toll-Free 1-888-342-4059 Fax 519-986-3643  
www.greyhighlands.ca info@greyhighlands.ca

- Resolution -



increased regulatory and cost pressures, as well as inflation, virtually all gas pipeline projects are now greater than \$2M rendering the threshold meaningless.

iv) THAT roughly 0.5 KM pipe in urban settings now often exceeds the \$2M threshold.

v) THAT modernizing these outdated regulations would reduce delays and costs for economic development initiatives including transit projects, community expansion projects, housing developments, connections for low carbon fuel blending (e.g., renewable natural gas, hydrogen) as well as residential and business customer connections.

vi) THAT based on OEB's performance standards, this proposal would save approx. 5-7 months of regulatory process which is in addition to the time needed to undertake Indigenous consultation and environmental review and prepare an application to the OEB.

vii) THAT the cost of preparing and having a LTC application heard ranges from approx. ~\$50,000 to ~\$200,000, which is passed on to customers.

viii) THAT while no cost-based threshold exists for electricity lines, there are a range of exemptions ensuring that LTC is only required for significant electricity projects and the proposed changes would help ensure that, consistent with electricity projects, LTC for hydrocarbon lines would only be required for significant projects.

ix) THAT increasing the cost threshold to \$10M would closer align Ontario with other Canadian jurisdictions (e.g., in B.C., these thresholds are \$15M for electricity and \$20M for natural gas); and

That this resolution be circulated to the President of AMO, Colin Best, Premier Doug Ford, the Minister of Energy, Todd Smith, The Minister of Finance, Peter Bethlenfalvy and all regional municipalities requesting support of the proposed changes regarding reducing red tape for more cost-effective, timely energy connections in Ontario.

**CARRIED.**

If you require anything further, please contact this office.

Sincerely,

*Amanda Fines-VanAlstine*

Amanda Fines-VanAlstine  
Manager of Corporate Services/Deputy-Clerk  
Municipality of Grey Highlands

cc. Premier Doug Ford  
Minister of Energy Todd Smith,  
Minister of Finance, Peter Bethlenfalvy  
All municipalities in Ontario

**The Municipality of Grey Highlands**

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**John Theriault (Treasurer)**

---

**From:** Ontario News <newsroom@ontario.ca>  
**Sent:** December 12, 2023 11:32 AM  
**To:** John Theriault (Treasurer)  
**Subject:** Ontario Helping More Students Kick-Start Careers in the Trades



## NEWS RELEASE

# Ontario Helping More Students Kick-Start Careers in the Trades

Province investing record amount in key programs to prepare young people for in-demand jobs

**December 12, 2023**

[Ministry of Labour, Immigration, Training and Skills Development](#)

**TORONTO** — The Ontario government is investing over \$62.9 million in two of the province's foundational skilled trades programs to help more than 18,000 young people explore and prepare for life-long careers in a growing industry. The record increase in funding will help train the 100,000 skilled workers needed to build transit, hospitals and at least 1.5 million homes by 2031.

"We need more young people to know university isn't the only path to success in life," said David Piccini, Minister of Labour, Immigration, Training and Skills Development. "Under the leadership of Premier Ford, our government will continue to invest in expanding opportunities for students and young people so everyone in Ontario has a fair shot at a life-changing career."

The Ontario Youth Apprenticeship Program (OYAP) is a specialized high school program that gives students who have completed Grade 10 the chance to explore the trades through cooperative education courses. The government is expanding OYAP with a \$21.1 million investment to help more students across the province gain exposure to the skilled trades by accumulating hours toward an apprenticeship while completing their Ontario Secondary School Diploma. The province is also sending 72 OYAP recruiters into more than 800 secondary schools to compete directly with colleges and universities.

"Ontario's plan to go back to basics includes a renewed focus on hands-on learning that integrates learning with working in the skilled trades," said Stephen Lecce, Minister of Education. "This significant increase in pre-apprenticeships, the Ontario Youth Apprenticeship Program and the deployment of recruiters into 800 high schools across





Ontario will help students jump-start their careers in the skilled trades and access good-paying jobs in communities small and large."

The government is also investing \$41.8 million to launch roughly 100 pre-apprenticeship training projects around the province to help young people get first-hand experience working in trades that can pay six figures such as welding, electrical and arboriculture. Pre-apprenticeship training is free for participants while costs for textbooks, safety equipment and tools are all covered. Courses can last up to 52 weeks and include an 8–12-week paid work placement with a local employer.

This announcement was made at the International Brotherhood of Electrical Workers (IBEW) Local 353 in Toronto. With a \$1.3 million investment from the Skills Development Fund Training Stream, IBEW has launched a free project to prepare 48 people from underrepresented groups as electricians in the Greater Toronto Area. The program includes a free 15-week bootcamp on essential electrical skills and health and safety, along with a 10-week paid job placement with a local employer and a pathway to an apprenticeship.

## Quick Facts

- Apprenticeship registrations increased by 24 per cent in 2023, from 21,971 to 27,319.
- In total, there were 91,634 apprentices active in Ontario as of April 3, 2023.
- For more information on pre-apprenticeship training programs, [contact Employment Ontario](#) by phone, e-mail, or [live chat](#).
- There are [144 skilled trades](#) in Ontario.
- Ontario also offers [Dual Credit](#) and [Specialist High Skills Major](#) job skills programs that support secondary students to explore careers in the skilled trades.
- SDF Training Stream and Pre-Apprenticeship Training Program are supported by labour market transfer agreements between the Government of Canada and the Government of Ontario.

## Quotes

"Expanding foundational skills programs, such as OYAP, means that more young women will have the opportunity to enter the skilled trades and build rewarding careers. When women and girls pursue the skilled trades, they are preparing for exciting and in-demand jobs with good pay and benefits. And when women succeed, Ontario succeeds."

**- Charmaine Williams**

**Associate Minister of Women's Social and Economic Opportunity**

"With our province facing a critical and historic labour shortage, it is more important than ever that we build the skilled workforce needed to meet this challenge. Today's announcement by Minister Piccini further strengthens the record investments being made to train the next generation of skilled trades professionals here in Ontario."





**- Melissa Young**  
**CEO & Registrar of Skilled Trades Ontario**

"LIUNA Training Centres have been providing Canadians with the opportunity to participate in and graduate from world-class Apprenticeship Programs for several decades. LIUNA Local 625, including all of its Apprentices and Graduated Journeypersons, applauds the Ford Government's continued commitment to promoting the Skilled Trades in Ontario as an attractive and lucrative post-secondary option. This crucial support complements LIUNA's commitment to Building Better Communities in Ontario."

**- Carmelo Calcara**  
**Training Director at LIUNA 625**

"This investment in youth apprenticeship and pre-apprenticeship programming is significant as it will help postsecondary institutions create a stronger talent pipeline in sectors that need skilled workers now and in the future."

**- Candace M. Miller, EdD**  
**Executive Director, Business Development & Strategic Support, Fanshawe College**

"There continues to be an acute need for skilled trades workers in the province. With financial support from the Government of Ontario, Mohawk College has been successfully preparing students for stable and fulfilling skilled trades jobs through pre-apprenticeship programs. As one of Ontario's largest providers of skilled trades training, we welcome this announcement and the opportunity to provide even more students with access to promising careers."

**- Ron J. McKerlie**  
**President & CEO, Mohawk College**

"Anishinabek Employment and Training Services (AETS) is excited by Minister Piccini's announcement today regarding the increase in funding for skilled trades programs. AETS provides training and educational opportunities for youth and adults throughout their career continuum from 9 First Nation communities in Northwestern Ontario and are encouraged to hear that funding is expanding to address the severe shortage of skilled workers in the region. This type of funding allows AETS to go above and beyond regular course curriculum by providing additional employment skills training that includes resume building, teamwork and collaboration, problem solving, and communication skills, ensuring that our graduates are ready for success. Thanks to support from the Ministry and our partners, this week, we are celebrating the graduation of 49 men and women from this year's construction and mining programs."

**- Jeff Werner**  
**Programs Manager, Anishinabek Employment and Training Services**

## **Additional Resources**



- [Skilled Trades Ontario Portal](#)
- [Employment Ontario: Free Employment Services and Training Programs for Job Seekers, Workers and Employers](#)

## Media Contacts

**Harry Godfrey**  
Minister's Office  
[harry.godfrey@ontario.ca](mailto:harry.godfrey@ontario.ca)

Communications Branch  
[mlitsdmedialine@ontario.ca](mailto:mlitsdmedialine@ontario.ca)

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## **Nuclear Medicine Suite Reopened with State-of-the-Art Equipment**

(Wednesday, December 13, 2023, Muskoka, ON) – Together with the Huntsville Hospital Foundation, Muskoka Algonquin Healthcare is celebrating the reopening of the Nuclear Medicine service at the Huntsville District Memorial Hospital (HDMH) Site.

The reopening earlier this fall follows the replacement of an end-of-life nuclear medicine camera with a new state-of-the-art \$2.6 million SPECT-CT Nuclear Medicine suite supported by an incredible \$2 million contribution by the Huntsville Hospital Foundation's *Focus on Imaging* campaign through the generosity of community donors and a leadership donation from The Sprott Foundation.

Up to 2,000 nuclear medicine exams are completed in Huntsville annually, allowing patients across the Muskoka region and in East Parry Sound to receive diagnostic services closer to home. The new technology allows for faster imaging and improved image quality, which increases diagnostic accuracy and gives healthcare professionals more precise information that advances patient care. As well, the addition of CT technology to the nuclear medicine scanner allows for



fusion imaging by combining two types of imaging, often avoiding the need for an additional appointment.

"The Diagnostic Imaging team is thrilled to have resumed Nuclear Medicine services in a new, state-of-the-art suite. Our new machine includes CT capabilities that can provide backup/redundancy during any downtime of our main CT scanner in order to minimize interruptions to patient care", says Dr. Jason Blachman, Director & Chief of Diagnostic Imaging. "Since the reopening, our patient population can once again receive their essential nuclear medicine exams without having to leave Muskoka."

MAHC President & CEO Cheryl Harrison is equally excited the service has resumed and appreciates hospital partners in Orillia, Barrie and North Bay for supporting referral volumes during the renovation and replacement period.

"We are also grateful for the incredible generosity of the donors and the Foundation's hard work toward this important capital equipment purchase and associated expansion of the hospital behind the Sprott Foundation Diagnostic Imaging department to accommodate the new machine and necessary renovations," says Harrison.

Katherine Craine, CEO of the Huntsville Hospital Foundation, adds the Foundation is proud to have supported the reopening of the SPECT-CT Nuclear Medicine Suite to patients.

"Seeing this project come to fruition is so heartwarming," says Craine. "Congratulations to all of our donors for making this happen for our Muskoka community!"

-30-

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

*Huntsville Hospital Foundation is a fundraising organization dedicated to improving healthcare services for residents of Muskoka and East Parry Sound. A registered charity since 1984, its mandate is to provide ongoing capital and education resources for Huntsville District Memorial Hospital that is not covered by provincial taxes. This will ensure our hospital and medical professionals have the technology and equipment they require to provide exceptional care. Find out more about the Foundation by visiting [www.huntsvillehospitalfoundation.ca](http://www.huntsvillehospitalfoundation.ca).*

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

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**John Theriault (Treasurer)**

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**From:** Ontario News <newsroom@ontario.ca>  
**Sent:** December 13, 2023 1:36 PM  
**To:** John Theriault (Treasurer)  
**Subject:** Ontario Taking Action to Support Municipal Partners in Building More Homes and Protecting Taxpayers



## NEWS RELEASE

# Ontario Taking Action to Support Municipal Partners in Building More Homes and Protecting Taxpayers

**December 13, 2023**

[Ministry of Municipal Affairs and Housing](#)

**TORONTO** — The Government of Ontario is responding to feedback from its municipal partners and is taking steps to clarify and enhance collaborative efforts to build at least 1.5 million homes across the province by 2031, protect frontline services, and keep costs down for taxpayers.

“Since becoming the Minister of Municipal Affairs and Housing, I have been focused on working constructively with municipalities to reach our shared goal of building at least 1.5 million new homes by 2031,” said Paul Calandra, Minister of Municipal Affairs and Housing. “I have heard from mayors across the province about the significant positive impact that several recent legislative changes will have on their ability to meet their housing targets and chip in on meeting our shared province-wide goal. I am acting now to provide the certainty and stability they require so we can get more shovels in the ground quickly.”

In response to municipal and community feedback, the Government of Ontario is:

- Providing immediate clarity to residents and taxpayers of Peel, as well as the police, paramedics, and frontline workers who serve them, with legislation that would, if passed, mean the region will not be dissolved and these essential shared services and jobs of those who deliver them are secure, and that would recalibrate the mandate of the transition board to focus on options to enhance the self-determination of local governments to support building more homes faster and improve local service delivery;
- Consulting on proposed revocations, amendments and monitoring of existing minister's zoning orders as part of a new “use it or lose it” approach to support improved municipal planning and resourcing while holding builders to account;
- Providing clarity about the application of development-related charge exemptions for attainable housing to support improved municipal budgetary planning; and





- Consulting on development-related charges and fee refund frameworks to support municipalities with sustainably building more homes faster.

### **Updating legislation to improve service delivery in Peel Region**

The government will introduce legislation in the new year that, if passed, would recalibrate the mandate of the Peel Region Transition Board to focus on making local government in Peel Region more efficient and responsive to the needs of taxpayers, including by improving regional services like policing, paramedics and public health, instead of dissolution.

“While we originally thought that the best way to achieve our goals of better services and lower taxes was through dissolution, we’ve since heard loud and clear from municipal leaders and stakeholders that full dissolution would lead to significant tax hikes and disruption to critical services the people of Peel Region depend on. This is something our government will never support,” said Minister Calandra. “While some might be okay with raising taxes on hard-working people, families, and businesses, we aren’t. This new mandate of the board will deliver improvements to local services like police, paramedics and public health while always respecting taxpayers.”

Over the last six months, the Peel Transition Board has worked closely and diligently with municipal governments and service agencies in Peel Region to support high-quality services for taxpayers while improving the efficiency of local governments as they prepare for future growth, including by making good on their municipal housing pledges. The new, more focused mandate also asks the board to bring forward recommendations on optimizing the delivery of services that support the commitment to build more homes, including land-use planning, servicing, roads and waste management.

These services are key to building homes and housing-enabling infrastructure. Removing the duplicative layer of regional bureaucracy from the administration of these services will get shovels in the ground faster so more people in Mississauga, Brampton and Caledon can find a home that meets their needs. This balanced approach will provide certainty and stability for taxpayers and municipal employees in Peel Region while continuing the province’s efforts to provide the best value for taxpayers.

### **Minister’s Zoning Orders: zoning order amendments, revocations and enhanced monitoring**

In September 2023, the province announced a review of minister’s zoning orders to increase transparency and support government priorities. The review on zoning orders approved since 2018 considered whether there has been substantial progress on:

- Additional downstream approvals needed for project development and implementation; and
- Addressing water and wastewater servicing within a reasonable timeframe.





As part of the review, consideration was given to whether substantial progress was made on all of the lands, or just part of the lands approved under the zoning order.

Some zoning orders were considered out of scope for the review. These zoning orders were:

- Requested by ministries within the Government of Ontario to deliver on provincial priorities, such as transit-oriented communities, long-term care facilities, hospitals or more;
- Made to fulfill contractual obligations; and
- Made since December 1, 2022, because in these instances, proponents and municipalities may not have had time to demonstrate significant progress.

"I have always been clear that if we do not see the results we expect from a zoning order, our government will not hesitate to amend or revoke it," said Minister Calandra. "This approach sends a clear message that when our government issues a minister's zoning order to support priorities such as housing or long-term care, we expect to see results."

### **Non-housing related zoning orders for potential revocation or amendment**

The zoning orders listed below are currently being consulted on for proposed amendment or revocation. Interested parties are encouraged to submit their feedback before Saturday, January 27, 2024. Details about each zoning order consultation can be found on the [Environmental Registry of Ontario bulletin](#).

#### **Lack of downstream implementation**

- Brampton [O. Reg. 38/22](#)
- Kingston [O. Reg. 159/22](#)
- Markham [O. Reg. 482/22](#)

#### **Lack of water or wastewater servicing**

- Markham [O. Reg. 599/21](#)

#### **Lack of downstream implementation and lack of water or wastewater servicing**

- McNab-Braeside [O. Reg. 537/21](#)
- McNab-Braeside [O. Reg. 538/21](#)
- Oro-Medonte [O. Reg. 609/20](#)

#### **Substantial progress not made on part of project lands**

- Pickering [O. Reg. 607/20](#) (amended by [O. Reg. 515/21](#))

### **Housing-related zoning orders for enhanced monitoring**



The below housing-related zoning orders are now under enhanced monitoring because they are showing a lack of progress. These sites will potentially be considered for future revocation or amendment, or to add an expiry date in the future if they fail to make substantial progress. More information is available on the [Environmental Registry of Ontario](#).

#### Lack of downstream implementation

- Cambridge [O. Reg. 611/20](#)
- Brampton [O. Reg. 248/22](#)

#### Lack of water or wastewater servicing

- Belleville [O. Reg. 495/22](#)
- Cavan Monaghan [O. Reg. 160/22](#) (amended by [O. Reg. 491/22](#))
- Innisfil [O. Reg. 251/19](#)
- New Tecumseh [O. Reg. 166/21](#)
- Southgate [O. Reg. 161/22](#)
- Southgate [O. Reg. 162/22](#)
- Whitchurch-Stouffville [O. Reg. 172/20](#)
- Whitchurch-Stouffville [O. Reg. 610/20](#)
- Whitchurch-Stouffville [O. Reg. 770/21](#)

#### Lack of downstream implementation and lack of water or wastewater servicing

- Collingwood [O. Reg. 525/22](#)

#### Substantial progress not made on part of project lands

- Kawartha Lakes [O. Reg. 771/21](#) (amended by O. Regs. [163/22](#), [490/22](#), [54/23](#))
- Kawartha Lakes [O. Reg. 40/22](#)

#### **Consulting on a go-forward framework**

The province will launch consultations on a go-forward framework for how requests for zoning orders will be received and considered. The intention is to develop a new process that is more open and transparent while maintaining this important tool to cut through red tape to get shovels in the ground sooner.

The province is in receipt of three zoning order requests that the Minister of Municipal Affairs and Housing intends to approve ahead of these consultations:

- A request received from the Minister of Health related to the protection of air flight paths of Orange emergency helicopters, patients, and crews that need to land at hospitals in downtown Toronto.
- A request received from the Minister of Economic Development, Job Creation and Trade that allows Ontario to create jobs and protect taxpayers by issuing downstream permits to meet project timelines associated with the new battery plant mega-site investment in St. Thomas.





- A request endorsed by Mayor Olivia Chow intended to support a new location for a regionally significant Halal grocery store in the Thorncliffe Park neighbourhood of Toronto.

The province will not consider or issue any other zoning order requests until the completion of consultations on the go-forward framework.

### **New attainable housing program**

The government is developing an attainable housing program that will make homeownership a reality for more Ontario families. Following Ontario's first ever Housing Forum on November 27, the province is using insights and ideas from municipalities and partners in the housing sector to define attainable housing and to inform a modular housing framework that will be used, in part, to build attainable homes. These homes will be built on demonstration sites located on surplus government lands using innovative construction techniques, such as modular manufacturing.

In the *More Homes Built Faster Act*, the government's third Housing Supply Action Plan, the province introduced provisions to allow select attainable units to be exempt from municipal fees under the *Development Charges Act* to support the development of attainable homes. The government's definition of attainable homes will apply only to modular home demonstration sites, including surplus provincial lands and surplus lands made available by municipalities, in order to incentivize early development of modular, attainable homes.

The province will be consulting with key stakeholders over the coming months on this definition of attainable.

### **Development-related charges and fee refund frameworks**

As discussions between the government and its partners continue, the province is terminating the ongoing audits of municipal finances for the City of Toronto, Peel Region, Mississauga, Caledon, Brampton and Newmarket. Instead, the province will engage in consultations with its municipal partners on the impacts of the *More Homes Built Faster Act* and municipalities' ability to fund growth-related infrastructure that will support the construction of more homes, including a review of the five-year phase-in of development charge increases and fee refund framework.

"Over the past few months, our government has introduced significant investments in municipalities to support housing-enabling infrastructure, including the \$1.2 billion Building Faster Fund and the \$200 million Housing-Enabling Water Systems Fund, both of which are on top of the \$400 million Ontario Community Infrastructure Fund," said Minister Calandra. "Looking ahead, we'll continue to work with our municipal partners to ensure that they have the tools and revenue streams needed to get shovels in the ground. As we do, we need the federal government to be a willing and able partner in supporting our province's growth."





The goal of the consultations will be to inform potential legislative changes for the government's upcoming Housing Supply Action Plan that would enhance municipalities' ability to invest in housing-enabling infrastructure (water, wastewater, local roads, etc).

The following potential changes will be consulted on for inclusion in upcoming legislation:

- The requirement to phase-in development charge rates over five years for development charge by-laws passed as of January 1, 2022;
- The removal of studies as an eligible capital cost for development charges; and
- The planning application fee refund framework introduced through the *More Homes For Everyone Act*.

Development charge exemptions and reductions for non-profit, affordable and purpose-built rental homes will remain unchanged.

## Media Contacts

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CORPORATION OF THE TOWNSHIP OF RYERSON

Date: December 12, 2023

Resolution Number: R-194-23

Moved by: Councillor Miller

Seconded by: Councillor Abbott

Whereas Ryerson Township Council has received the Burks Falls and District Historical Society 2024 Budget.  
Now therefore be it resolved that we donate in 2024, \$500.00 to the Burk’s Falls and District Historical Society in addition to our annual in-kind donation for maintenance of the Wiseman Corner’s School site.

Carried ☒ Defeated ☐

George Sterling  
(Chair Signature)

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

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				



# CORPORATION OF THE TOWNSHIP OF RYERSON

**Date:** December 12, 2023

**Resolution Number:** R-195 - 23

**Moved by:** Councillor Miller

**Seconded by:** Councillor Robertson

Be it resolved that Council of the Township of Ryerson approve the issuance of 45 free garbage bags, for 2024, to property owners with residence/cottage/licensed trailer on their property and tenants within the Township of Ryerson. No free garbage bags shall be issued to property owners of Commercial/Industrial operations.

**Carried** ☒ **Defeated** ☐

George A. Sterling

(Chair Signature)

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

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				



**John Theriault (Treasurer)**

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**From:** Ontario News <newsroom@ontario.ca>  
**Sent:** December 14, 2023 11:33 AM  
**To:** John Theriault (Treasurer)  
**Subject:** Ontario Consumers Will be Able to Buy Beer, Cider, Wine and Low-Alcohol Ready-to-Drink Beverages at Convenience, Grocery and Big Box Stores



## NEWS RELEASE

# Ontario Consumers Will be Able to Buy Beer, Cider, Wine and Low-Alcohol Ready-to-Drink Beverages at Convenience, Grocery and Big Box Stores

Province will ensure a stable and responsible transition to new marketplace that promotes Ontario-made products and local jobs

**December 14, 2023**  
[Premier's Office](#)

Today, the Ontario government announced that beginning no later than January 1, 2026, consumers will be able to buy beer, wine, cider, coolers, seltzers, and other low-alcohol ready-to-drink beverages at all participating convenience, grocery and big box stores across the province. This new, more open marketplace will introduce up to 8,500 new stores where these products can be purchased, the largest expansion of consumer choice and convenience since the end of prohibition almost 100 years ago. Spirits like vodka, gin and whisky will continue to be sold at the LCBO.

"We made a promise to the people of Ontario to deliver more choice and convenience," said Premier Doug Ford. "Today, we're delivering on that promise. There's no reason why Ontario consumers shouldn't enjoy the same convenient shopping experience as Canadians in every other province when buying some wine for their holiday party or a case of beer or seltzers on their way to the cottage."

As a first step in the transition to a new retail marketplace, the government has informed Brewers Retail Inc. (The Beer Store) that the Master Framework Agreement (MFA), signed and extended for ten years by the previous government in 2015 and limited the number of retail stores that could be authorized to sell alcohol, will not be renewed after it expires on December 31, 2025. The Beer Store and LCBO will continue their retail operations in Ontario's new marketplace.



“The people of Ontario will soon have more choice and convenience on where they can buy alcohol,” said Peter Bethlenfalvy, Minister of Finance. “As we move towards implementing this expansion, our government will be taking a responsible, measured approach so we can ensure our transition to a new marketplace is smooth, safe and stable.”

The government’s balanced approach also includes the following initiatives:

- **Competitive pricing:** Ontario will introduce competitive pricing to all private retailers to promote competition and a better deal for consumers. LCBO retail stores will maintain consistent pricing across the province to help ensure consumers do not pay more based on where they live, including in rural and northern Ontario. As they do in other provinces, retailers will have the option to set promotional prices consistent with relevant regulations. Minimum pricing policies will remain in effect to preserve standards for responsible consumption.
- **Pack sizes:** Ontario is removing restrictions and exclusivities on pack sizes. Consumers will be able to purchase any pack size, including 12-packs, 24-packs or even 30-packs as is popular in Quebec of beer, cider and ready-to-drink alcohol beverages at convenience, grocery and big box stores, in addition to the LCBO and The Beer Store.
- **Recycling program:** The Beer Store has agreed to continue to run the provincewide recycling program for alcoholic beverage containers until at least 2031 as part of a transition period in the new marketplace. This program, which is well liked and convenient for consumers with hundreds of locations across the province, helps keep costs down for producers and consumers while helping to protect the environment by diverting significant amounts of waste from landfills. The government will consult with retailers and industry stakeholders on the future of recycling and deposit return to ensure this important feature is maintained beyond 2031.
- **Support for local beverage alcohol producers:** Ontario will provide a range of transitional and time-limited supports to Ontario-based producers to help with the transition to a more open marketplace, including:
  - Extending dedicated shelf space requirements across all new retailers for craft producers to provide opportunities for small producers to compete
  - Immediately enhancing the Vintners Quality Alliance (VQA) Wine Support Program beginning in 2024-25 for up to five years to 2028-29 to support the growth and sale of Ontario-grown VQA wines
  - Extending the Wine Marketing Fund and the Small Cider and Small Distillery Support Program for up to five years
  - Supporting local economic development by directing the LCBO to promote and prioritize Ontario-made products, producers and workers by providing more and enhanced programs, promotions and strategies to help local producers grow Ontario product sales
  - Establishing a wine and grape industry sector table between government and industry partners





- Introducing legislation that will, if passed, eliminate the 6.1 per cent wine basic tax at on-site winery retail stores, making Ontario's tax regime competitive with other provinces, including British Columbia
- **Social responsibility:** The government is providing an additional \$10 million over five years in funding to the Ministry of Health to support social responsibility and public health efforts to ensure alcohol continues to be sold and consumed safely in the expanded marketplace. Existing requirements related to staff training, minimum pricing, hours of sale and warning signs will be maintained and applied to all new retail outlets.
- **Wholesale:** The LCBO will be the exclusive wholesaler for all retail, bars and restaurants selling alcohol and will offer consumers an extensive array of choices, including domestic and imported products. This structure will continue to offer the benefits of the LCBO's world-leading purchasing power and economies of scale and ensures sector stability, including maintaining an important employment footprint across Ontario and a significant revenue stream for government so that it can continue to invest in critical frontline services like health care and education. The province is proud of its LCBO workforce and will continue to support them through this transition.
- **Distribution:** The LCBO will continue to work with producers and retailers to distribute wine and spirits in an expanded marketplace, including retail stores, bars and restaurants. The Beer Store has agreed to maintain its primary role in the distribution of beer to retailers, bars and restaurants until at least 2031 as part of the transition period, helping to provide stability to the sector and frontline workers. The province will also permit more flexible distribution models for small producers.

In the months ahead, the government will continue to meet and consult with industry partners, local beverage alcohol producers and other stakeholders on additional areas of the future marketplace including licensing, wholesale pricing and taxes, mark-ups and fees. The province will also conduct a broader review of taxes and fees on beer, wine and alcoholic beverages with the aim of promoting a more competitive marketplace for Ontario-based producers and consumers.

## Quick Facts

- The Alcohol and Gaming Commission of Ontario (AGCO) will continue to manage the licensing of alcohol sales in the province in the new marketplace.

## Quotes

"Today is one of the best days the Ontario wine industry has had in decades. The measures announced by the Government of Ontario are the first step in allowing Ontario wineries and grape growers to grow and thrive."





**- Aaron Dobbin**  
**President and CEO, Wine Growers Ontario**

"For decades, Ontario wineries have faced disadvantages that other wine producing regions do not face in their home markets. Today's announcement by the Ontario government recognizes what we have long said: wine regions are catalysts for economic growth. Every dollar spent on wine grown in Ontario is a dollar going back into the economic growth of Ontario, through agricultural jobs, small business growth and agri-tourism. The government's plan will put us back on track for not only sustaining, but growing our agricultural businesses for generations to come."

**- Richard Linley**  
**President, Ontario Craft Wineries**

"The Grape Growers of Ontario extends our heartfelt appreciation to the Government of Ontario for its visionary approach to help Ontario's grape and wine industry thrive and grow into its true potential. The decision to extend the VQA support program for five years is a game-changer. It not only provides stability for both farmers and wineries, but it will also fuel growth. The elimination of the 6.1% Winery Retail Tax will invigorate Ontario wineries and make it possible for them reinvest in their businesses and drive innovation. Together, we toast to a thriving grape and wine landscape in Ontario."

**- Debbie Zimmerman**  
**CEO, Grape Growers of Ontario**

"Today's announcement is welcome news for Ontario's convenience stores. Removing antiquated restrictions on the sale of beer, wine, coolers and ready-to-drink beverages will create new revenue streams for our local businesses and meet customer demands in an increasingly competitive marketplace. This is an important step, and we are committed to working with the government on the specific details on a responsible and successful transition of these new products into our stores."

**- Anne Kothawala**  
**President & CEO, Convenience Industry Council of Canada**

"Spirits Canada welcomes this important step in modernising Ontario's outdated alcohol retail options. Today's announcement brings Ontario closer to a level playing field for the province's hard-working distillers."

**- Jan Westcott**  
**President and CEO, Spirits Canada**

"We applaud the announcement by the government today and welcome the decision to restore more fairness in how these products are sold. We know that competition in the marketplace will ensure that products are still priced fairly. This will mean more stores will decide to sell these products and therefore provide more choice and convenience for consumers. Clearly the government has not only been listening to what Ontarians want, but they have listened to what independent grocers and smaller businesses need."



**- Gary Sands**

**Senior Vice President, Canadian Federation of Independent Grocers**

"We are pleased to see the government move to end the Master Framework Agreement with The Beer Store. By ending the MFA, Premier Ford is moving Ontario forward and opening up choices for consumers; more grocery stores will soon sell more alcohol options in all formats and sizes – 12-packs, 24-packs, and even larger formats."

**- Diane J. Brisebois**

**President & CEO, Retail Council of Canada**

"The Ontario Craft Brewers (OCB) applaud the government for delivering on its promise to expand the province's alcohol retail system, which will put consumers first and make it easier for Ontarians to find and purchase local craft beer. We are particularly pleased the government is building the system to support Ontario-made producers, for example, by maintaining dedicated shelf space for craft beer and continuing to prevent stocking fees so consumer choice determines what is on the shelves."

**- Scott Simmons**

**President, Ontario Craft Brewers**

## **Additional Resources**

- [Alcohol sales in retail stores](#)
- [Ontario Cutting Wholesale Alcohol Prices to Support Restaurants and Bars](#)
- [Terms sheet with The Beer Store](#)

## **Media Contacts**

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# CORPORATION OF THE TOWNSHIP OF RYERSON

**Date:** December 12, 2023

**Resolution Number:** R-198 - 23

**Moved by:** Councillor Robertson

**Seconded by:** Councillor Abbott

Be it resolved that Ryerson Township Council approves in principle the allocation of \$125,000.00 to the new library project, to serve the users of Armour, Ryerson and Burks's Falls Union Public Library.

**Carried** ☒ **Defeated** ☐

  
(Chair Signature)

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

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Beverly Abbott				
	Glenn Miller				
	Delynne Patterson				
	Dan Robertson				
Mayor	George Sterling				





## **Pine Street Land in Bracebridge Chosen for Future Hospital**

*(Thursday, December 21, 2023, Muskoka, ON)* – Muskoka Algonquin Healthcare (MAHC) is pleased to announce that the Board of Directors has supported the selection of 300 Pine Street as the future location of a new hospital in Bracebridge.

During a special board meeting, the Board approved the recommendation having followed an objective site selection process over the past year. Site selection is an important component of MAHC's redevelopment project because the existing hospital property in Bracebridge on Ann Street is too small for future redevelopment of the hospital. In Huntsville, redevelopment of the hospital will be accommodated on the current land on Frank Miller Drive.

The Board's site selection decision represents another significant milestone in the planning journey, explains Dave Uffelmann, vice chair of the Board of Directors and Chair of the Board's Capital Redevelopment Steering Committee.

"After comprehensive study and evaluation of potential locations over the past year, the Board has concluded that the Pine Street location is the best long-term option for the future hospital in South Muskoka," says Uffelmann. "The Pine Street location ensures proximity to downtown Bracebridge and Highway 11, as well as other nearby amenities including municipal transit that will serve our communities well. Additionally, environmental impacts are minimized and the Board is pleased with the process used to arrive at this decision."

From more than 20 initial properties identified in the process, five met the minimum land requirements to be considered for evaluation and were presented during community information sessions earlier this year. The five sites were narrowed to three using robust evaluation criteria guided by community feedback reinforcing what is most important to choosing a new location for a hospital. For the past three months, extensive due diligence on two viable properties included cultural and heritage assessments, geotechnical and hydrogeological studies, cost estimates, and review of environmental features and potential wildlife impacts.

"The final two properties both had merits and challenges to understand and assess," says Uffelmann, emphasizing the importance of taking the time required for in-depth analysis before the recommendation to Board. "This has been a thorough process and very thoughtful to the complexities of making the best decision for the future hospital location as a key piece of developing an integrated health system for all of Muskoka and area for the next 50 years."

The Pine Street property is owned by the Town of Bracebridge, and the municipality is committed to working collaboratively with MAHC over the next several years on infrastructure matters such as water/sewer servicing requirements and road access to prepare the site for the future hospital.

"Access to health care is vital for the health and wellness of the community," says Rick Maloney, Mayor of the Town of Bracebridge. "The Town of Bracebridge is pleased with the selection of 300 Pine Street as the site for the new hospital and is committed to working closely with our partners at MAHC over the coming years to help bring this important project to life. This location is strategically located in close proximity to the urban area of Bracebridge and Highway 11, is

served by public transit and emergency services, and will be seamlessly integrated into our existing infrastructure.”

The site selection decision will be part of the formal submission to the Ministry of Health. The study of the functional program piece will continue over the next few months with a target to complete the Stage 1.3 submission by the spring of 2024.

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

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

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



January 4, 2024

sent via email

Minister Todd McCarthy  
Ministry of Public and Business Service Delivery  
777 Bay Street  
College Park 5<sup>th</sup> Floor,  
Toronto, ON M7A 2J3

Dear Minister McCarthy:

We are pleased to share with you our legislative submission: *Looking Ahead: A Proactive Submission to Modernize the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

As your ministry knows well, this submission represents the culmination of over two years of dedication from AMCTO members who reviewed, analyzed, and evaluated possible reforms to *MFIPPA*. The submission highlights and provides examples of some of the biggest issues faced by municipal staff when it comes to administering the *Act*. We recommend solutions to help ensure that the next iteration of *MFIPPA* addresses new and emerging trends and provides much needed clarity, while promoting accountability and transparency.

Municipalities consider transparency an important tool for building and maintaining public trust and recognize the importance of continuously improving. Municipal administrators need legislation that supports effective local program delivery; is responsive to current technology; and reflects its original intent of open and accountable governance.

In the attached submission, you will find 20 recommendations that we believe will help the Province ensure that municipalities have the legislative framework they need to continue their strong record in demonstrating accountability and transparency, and to best serve members of the public.

We look forward to working with your ministry to move ahead with amending *MFIPPA* soon, and continuing to offer the expertise of our members in informing how to best implement changes made to this important legislation.





We look forward to meeting with you at the 2024 ROMA Conference later this month.

To discuss this submission and the ministry's next steps in more detail than we can cover during a delegation meeting, please do not hesitate to reach out to David Arbuckle, Executive Director ([darbuckle@amcto.com](mailto:darbuckle@amcto.com)), who would be happy to arrange a meeting.

Yours truly,

[Originally Signed]

Stephen O'Brien, AOMC  
President, AMCTO

cc. Hon. Paul Calandra, Minister of Municipal Affairs and Housing  
Renu Kulendran, Deputy Minister, Ministry of Public and Business Service Delivery  
Martha Greenberg, Deputy Minister, Ministry of Municipal Affairs and Housing



## Appendix: Summary of Recommendations

Issue	Legislative Reference(s) if applicable	What we'd like to see	Rationale
Head of municipality	S. 3(1)	<ul style="list-style-type: none"> <li>Designating clerks as heads of municipalities, with ability to designate to another municipal staff member</li> </ul>	<ul style="list-style-type: none"> <li>While most municipalities designate the clerk as the head, some municipalities continue to designate council, or the head of council</li> </ul>
Frivolous and vexatious	S. 4(1)b, S. 4(2), S. 17(1.1), S. 20.1 R.R.O 1990, Reg. 823 5.1	<ul style="list-style-type: none"> <li>A legislative 'test' to help municipalities determine if a request can be considered frivolous or vexatious</li> <li>Consistency amongst IPC decisions</li> <li>A definition that clearly accounts for non-specific, overly broad requests</li> <li>A definition that allows staff to decline a request that is unnecessarily offensive</li> </ul>	<ul style="list-style-type: none"> <li>Survey results indicate this is a top issue for municipalities</li> <li>Other jurisdictions have included 'trivial' requests as part of this exemption</li> <li>The threshold for frivolous and vexatious requests is so high it becomes almost impossible to reliably apply</li> </ul>
Councillor records	S. 4(1), R.R.O 1990, Reg. 823 53(4)	<ul style="list-style-type: none"> <li>Include under the <i>MFIPPA</i> framework records that are created by councillors during their duties in carrying out the business of their respective municipalities</li> </ul>	<ul style="list-style-type: none"> <li>Requests for councillor requests are increasingly frequent</li> <li>Clarity is required in the Act as to the circumstances when records are / are not considered in the custody of the municipality.</li> </ul>
Definition of a record	S. 2(1), S. 6(1)	<ul style="list-style-type: none"> <li>Definition should be updated to reflect digital era</li> <li>Other types of drafts, besides draft by-laws, should not be considered records (e.g. early iterations of speeches, press releases etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Technological advances have complicated the definition of 'record' leaving a lack of clarity around new types of records such as emails and logs and metadata</li> <li>Programs such as Sharepoint automatically save multiple iterations of drafts at regular intervals; clarity is needed regarding multiple versions</li> </ul>
Cybersecurity	S. 8(1)i	<ul style="list-style-type: none"> <li>Guidance is needed as the Act does not speak to issues surrounding cybersecurity</li> </ul>	<ul style="list-style-type: none"> <li>There is no exemption that applies directly to issues of cybersecurity; however, this is a reason why staff may have to refuse a request</li> <li>In these cases, municipal staff have to do the best they can with the legislation, including citing 8(1)i which applies to threats to a building</li> </ul>





Issue	Legislative Reference(s) if applicable	What we'd like to see	Rationale
Disclosure of records from other institutions	S. 9(1), S. 9.1, <i>FIPPA</i> S. 15	<ul style="list-style-type: none"> <li>A provision added to specify that records sent 'to' federal and provincial governments are exempt</li> <li>A provision should also be added to specify that records sent to and from other municipal governments are exempt</li> </ul>	<ul style="list-style-type: none"> <li>Requesters may use this as a work around when they do not receive what they are looking for from other governments (e.g. a request under <i>FIPPA</i>)</li> <li><i>FIPPA</i> S. 15 does not explicitly note municipalities when addressing relations with other governments</li> </ul>
Use of "trade secret"	S. 10(1), 11(a)	<ul style="list-style-type: none"> <li>Consider changing to "proprietary"</li> </ul>	<ul style="list-style-type: none"> <li>Industry standard term</li> </ul>
Records under Municipal Boundary Negotiations Act no longer relevant	S. 11 (i)	<ul style="list-style-type: none"> <li>The <i>Municipal Boundary Negotiations Act</i> was repealed by the <i>Municipal Act</i> in 2001. Matters initiated under this Act would likely be resolved or archived</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
Information available for inspection / examination	S. 25(1), S. 40(6)	<ul style="list-style-type: none"> <li>These sections should be updated as records are no longer provided in this way</li> </ul>	<ul style="list-style-type: none"> <li>Municipality provide copies rather than providing requestor with originals for inspection.</li> <li>If copies cannot be provided due to contradiction with another Act (e.g. <i>Assessment Act</i>), then that Act already provides the authority to allow for inspection</li> </ul>
Annual Reporting	S. 26	Annual reporting removed from the Act and replaced with requirement to report certain statistics to council on an annual basis	<ul style="list-style-type: none"> <li>Survey showed that municipalities find annual reporting time consuming and do not find it relevant or useful for their purposes (44% do not read; only 7% use it to report to council)</li> <li>Several municipalities report to their councils on high level statistics on a regular basis</li> <li>Requiring municipalities to report to their councils would enhance municipal accountability and transparency</li> </ul>



Issue	Legislative Reference(s) if applicable	What we'd like to see	Rationale
Inclusion of email	S. 29(2) (c)	<ul style="list-style-type: none"> <li>“Title, business address, and business telephone number” should be changed to “business contact information” to reflect new forms of contact (e.g. email)</li> </ul>	<ul style="list-style-type: none"> <li>Municipalities should also provide email contact</li> </ul>
Personal Information Banks	S. 34-35	<ul style="list-style-type: none"> <li>Consider integrating the PIB with another existing accountability and transparency measure such as Routine Disclosure or Active Dissemination procedures</li> </ul>	<ul style="list-style-type: none"> <li>PIBs are rarely requested from the public for viewing as most individuals know at least the department that would hold their personal information if they were submitting a request</li> <li>PIBs serve as an accountability and transparency tool, but would be better used if integrated with a more dynamic tool</li> </ul>
Clarity around dates	S. 39(2), S. 15, S. 18(2), S. 19, S. 21(2) c, S. 21(3), S. 21(4), S. 21(5), S. 21(7), S. 21(8),	<ul style="list-style-type: none"> <li>The Act specify “business” days</li> </ul>	<ul style="list-style-type: none"> <li>Would reflect the days that municipalities currently operate</li> </ul>
Fees	S. 45, R.R.O 1990, Reg. 823 S. 6	<ul style="list-style-type: none"> <li>Fees should be reflective of current processes (e.g. digital search and preparation of records)</li> <li>The Act should be agile so it can be responsive to technological advances</li> </ul>	<ul style="list-style-type: none"> <li>Fees refer to outdated practices such as manual search and providing records on CD-ROMS. The Act should not just be updated with short term in mind (e.g. changing CD-ROM to USB or digital file transfer fees), but should be malleable to reflect quick changes in technology</li> </ul>
Fees	R.R.O 1990, Reg. 823 S. 6	<ul style="list-style-type: none"> <li>Fees should be increased to keep pace with inflation</li> </ul>	<ul style="list-style-type: none"> <li>Municipalities do not want to make fees unobtainable and limit access to the Act; however, fees are not currently reflective of costs to provide this service. This means local ratepayers end up subsidizing the costs of FOI requests. New fees should be established with built in increases reflective of Consumer Price Index changes.</li> </ul>

Issue	Legislative Reference(s) if applicable	What we'd like to see	Rationale
Intentional Misuse of Act (legal discovery)	S. 51(1), S.52(2.1)	<ul style="list-style-type: none"> <li>Provisions should be added to the Act to state that it does not apply to a record relating to a legal proceeding if all of the proceedings or related proceedings have not been completed</li> </ul>	<ul style="list-style-type: none"> <li>Many municipalities have stated that FOI requests have been used as legal discovery (16% report lawyers are the most frequent requestors). This can place a strain on municipal resources, leaving residents to pay for processes best dealt with through the legal system.</li> </ul>
Bulk User Policy	N/A	<ul style="list-style-type: none"> <li>Add a provision in the Act to permit municipalities to adopt a bulk user policy</li> </ul>	<ul style="list-style-type: none"> <li>Municipalities have found that one requestor making multiple requests can tie up resources, causing capacity issues for fulfilling other requests</li> <li>Several municipalities have already adopted bulk user policies, but explicit legislative authority would strengthen administration</li> </ul>
Open Data, Routine Disclosure and Active Dissemination	N/A	<ul style="list-style-type: none"> <li>Provide principles-based guidance on open government</li> <li>Require municipalities to adopt a Routine Disclosure and Active Dissemination Policy and provide a Minister's regulation with topics required to be included</li> </ul>	<ul style="list-style-type: none"> <li>Many municipalities do not have an open data strategy (85%) or procedure (78%)</li> <li>Many municipalities do not have a routine disclosure and active dissemination policy (65%) or plans (71%)</li> <li>Creating a culture of openness can reduce the burden on FOI processes</li> <li>Policies and plans can help ensure organizational buy-in for program</li> </ul>
Third Party Notification	10(1)	<ul style="list-style-type: none"> <li>Provide clarification or simplification of the "test" to determine whether third party notification is required</li> </ul>	<ul style="list-style-type: none"> <li>Third party notification identified as a top concern for municipalities</li> </ul>
Harassment	N/A	<ul style="list-style-type: none"> <li>Enhancing provisions throughout the Act (e.g. frivolous and vexatious provisions, bulk user policy) could help protect municipal staff from harassment when administering the Act</li> </ul>	<ul style="list-style-type: none"> <li>Some municipalities, particularly but not limited to small/rural municipalities, cite harassment of municipal staff as a top issue</li> </ul>





Issue	Legislative Reference(s) if applicable	What we'd like to see	Rationale
Privacy Breaches	N/A	<ul style="list-style-type: none"> <li>Provide a minimum standard for a privacy breach and provide guidance on breach management protocols</li> </ul>	<ul style="list-style-type: none"> <li>While the IPC recommends that institutions have a privacy breach plan, the Act does not address this</li> <li>With increased cyber security risks for municipalities, a transparent minimum standard (definition) for privacy breach and a protocol should be included in the Act</li> </ul>
Consistency with other legislation	N/A	<ul style="list-style-type: none"> <li>Ensure Act is consistent with other pieces of legislation (<i>Planning Act</i>, <i>Heritage Act</i>, <i>Assessment Act</i>, <i>Municipal Act</i>, etc.)</li> <li>Where the Act is not consistent, provide guidance on which legislation prevails</li> </ul>	<ul style="list-style-type: none"> <li>It can be difficult for the public to understand where their personal information may be publicly available and where it is protected</li> <li>Guidance for public consumption on why information can be shared in specific circumstances but not others would be useful to assist residents with understanding Ontario's privacy regime</li> </ul>
By-law complaints and dog bite inquiries	N/A	<ul style="list-style-type: none"> <li>Provisions in the Act to ensure that institutions are not the go-to source for personal information when it is best accessed through the courts</li> <li>The Act should clarify that personal information will not be released as it related to by-law complaints</li> </ul>	<ul style="list-style-type: none"> <li>Several municipalities cited requests for information on bylaw complaints, notably dog bites, as a top concern with the Act.</li> <li>Dog owner information is generally not provided to victims despite provisions in the Act that may provide for its release (14(2)(d)). The IPC has ordered the release of the name and address of a dog owner (MO-4049), but this matter is currently under judicial review.</li> </ul>







## IN THIS EDITION

BALANCING THE  
POTENTIAL IMPACT  
OF NEW MINING  
INNOVATIONS AND  
TECHNOLOGIES

### JOBS REPORT NOVEMBER 2023

#### TOTAL NUMBER OF JOB POSTINGS



#### TOP INDUSTRY WITH VACANCIES

**NIPISSING**  
Health Care & Social  
Assistance (21.4%)

**PARRY SOUND**  
Health Care & Social  
Assistance (38.7%)

To view the full report, visit our website  
[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)  
[readysethired.ca](http://readysethired.ca)

Questions or concerns?  
Feel free to contact us at  
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The Labour Market Group is funded by:



December 2023

# LABOURFOCUS

The Labour Market Group

## BALANCING THE POTENTIAL IMPACT OF NEW MINING INNOVATIONS AND TECHNOLOGIES

**RESEARCH OBJECTIVE:** To understand the workforce skills that **WILL BE REQUIRED** to support the range of new technologies and innovations that are or **WILL BE IMPLEMENTED** over the next 3-5 years in the mining and mining supply services sectors in northeastern Ontario. Many of these changes are driven by, but not exclusive to:



1. Improving safety and efficiency
2. Mitigating risk
3. Minimizing the environmental footprint
4. Reducing production and workforce costs
5. Increasing global competitiveness
6. Increasing profitability



### IDENTIFYING THE SKILLS AND OCCUPATIONS

#### NEW SKILLS THAT WILL BE REQUIRED:

The new occupations that will be in demand, and what occupations will be most impacted by new technologies and innovations in the Mining Sector.

#### NEW SKILL SETS REQUIRED:

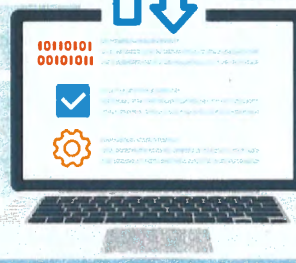
Digital literacy

Advanced computer skills

Use of cloud-based  
technologies

How to operate and interpret  
new equipment technology  
(drones, LiDAR, micro-seismic  
monitoring)

Ability to remotely  
operate equipment



Operation and maintenance  
of new technology  
(need to transition in steps)

Specialists to generalists  
(disappearance of single person  
dependencies)

New aptitude skills

System analysis and evaluation

Combination of creative  
skills and technical skills

Source: March 2023 Report, Balancing the potential impact of new mining innovations and technologies



## MORE FROM THE NOVEMBER JOBS REPORT:



### TOP OCCUPATIONS

#### NIPISSING

**Sales & Services (27.8%)**

**Education, Law & Social,  
Community & Gov (15.7%)**

**Trades, Transportation &  
Equipment Operators (15%)**

#### PARRY SOUND

**Sales & Services (33.3%)**

**Education, Law & Social,  
Community & Gov (19.8%)**

**Health (16.2%)**

To view the full report, visit our website  
[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)  
[readysethired.ca](http://readysethired.ca)

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## NEW AND IN-DEMAND OCCUPATIONS

There will be a move away from *specialists* towards *generalists* who understand how the "system" works. At the same time, certain highly-skilled specialties will be in demand and that there will be global competition for these occupations. With the exception of a few occupations, many of these are not generally included in current mining workforce research studies that have been undertaken. They include:

#### Engineers

(mining engineers, software developers, processing engineers, data engineers)

**Mechatronics specialists**

**Testing technicians**

**Digital transformation managers**

**IT specialists**

**Data managers, scientists, analysts, predictive analysts**

**Technologists**



**Coaches**

**System integrators**

**"Change" managers**

**Heavy equipment computer technicians**

**Safety professionals**

**Fleet analysts**

**Drillers**  
(noted by respondents that drillers are difficult to find)



## OCCUPATIONS THAT WILL BE AFFECTED:

- Equipment technicians and operators
- Underground production development miners
- Front-line supervisors
- Professional development coaches
- Safety professionals
- Various administrative positions: clerks (data entry, payroll, material recording, stock-keeping); accountants/bookkeepers; and executive secretaries
- Heavy truck and bus drivers
- Skilled trades: heavy duty equipment technicians; electricians; mechanics; millwrights
- Locomotive engineers
- Manual surveyors, inspectors and drillers
- Instrumentation specialists



**Note:** Retraining or up-skilling may be required to meet the developing demands of new technologies.

**RECOMMENDATIONS:** As new innovations and technologies will continue to be developed, a parallel process needs to be embraced for the development and growth of the current and ever-changing workforce of the future.



**BRIDGE THE  
GENERATIONAL DIVIDE**



**INDUSTRY-WIDE  
AWARENESS CAMPAIGN**



**EDUCATION  
AND TRAINING**



**CULTURAL DIVERSITY  
AND EQUITY**



**FORM INDUSTRY  
PARTNERSHIPS**



**WORKPLACE HEALTH  
AND SAFETY**



**DEVELOP METRICS  
(MEASURE TECHNOLOGY)**



**INCREASE FUNDING  
AND SUPPORT**

Source: March 2023 Report, Balancing the potential impact of new mining innovations and technologies

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# MONTHLY JOBS REPORT

NOVEMBER 2023

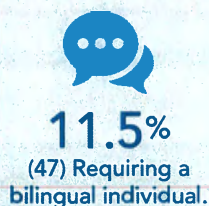
The Labour Market Group  
Guiding partners to workforce solutions.

## NIPISSING DISTRICT

There were 407 job postings recorded for Nipissing District in the month of November. For the ninth consecutive month this figure represented a significant year-over-year decrease; -21.4% (-111) in job postings, with November 2022 seeing 518 recorded job postings. With regards to the month-over-month change the November 2023 total was slightly lower; -6.2% (-27), from the October total of 434 recorded job postings. This drop is likely attributed to normal seasonal trends for the district as the winter months approach. 217 unique employers posted jobs in November; a notable decrease; -13.9% (-35) from the October figure of 252. Similar to the job posting total mentioned above the employer figure is notably below; -13.5% (-34), the year-over-year November total which was 251 in 2022.



### OF THE 407 JOB POSTINGS



For postings that listed an annual salary.



**\$70,278.60/year**  
AVERAGE



**\$26.25**  
HOURLY WAGE

The average hourly wage in November for those postings which listed one.

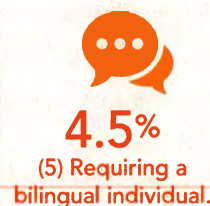
Of the 141 postings which listed an hourly wage 10.6% (15) were listed at the provincial minimum wage of \$16.55/hour.

## PARRY SOUND DISTRICT

There were 111 job postings recorded for the Parry Sound district in the month of November. This figure is a notable decrease; -14.6% (-19) from the previous month's figure of 130. Despite this month-over-month increase November was the ninth consecutive month which saw a decrease; although only minor this month, -5.9% (-7), in the year-over-year comparison with November 2022 seeing 118 recorded job postings. 65 unique employers posted jobs in November which is slightly above; +10.6% (+6) the November 2022 total of 59.



### OF THE 111 JOB POSTINGS



For postings that listed an annual salary.



**\$62,500.00/year**  
AVERAGE



**\$27.71**  
HOURLY WAGE

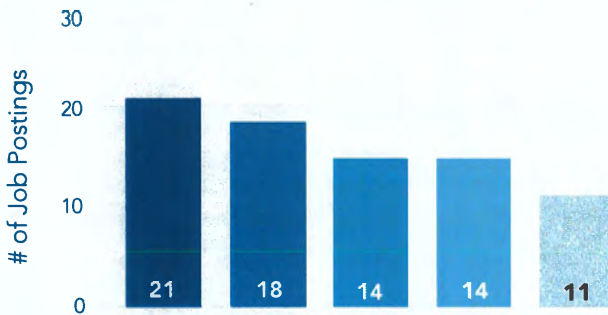
The average hourly wage in November for those postings which listed one.

Of the 61 postings which listed an hourly wage 3.3% (2) were listed at the provincial minimum wage of \$16.55/hour.

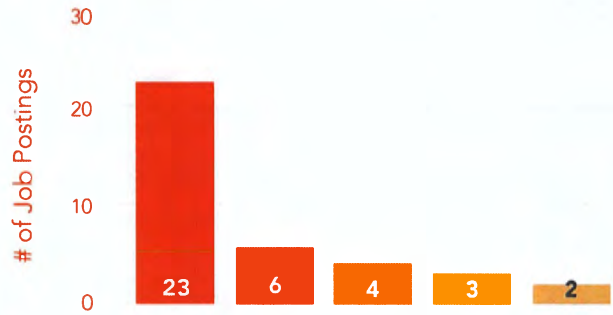
\* North American Industry Classification System (NAICS) is the system utilized by the governments of Canada, United States and Mexico in order to classify companies based on their primary functions/objectives.



## TOP 5 EMPLOYERS POSTING JOBS



## TOP 5 EMPLOYERS POSTING JOBS

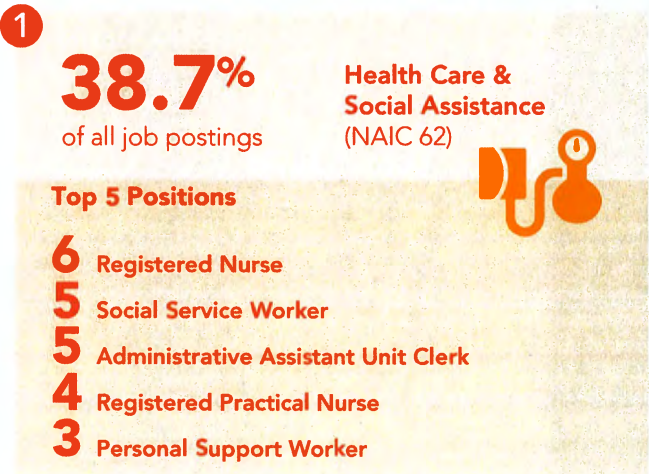


## TOP 5 INDUSTRIES HIRING (NAICS)



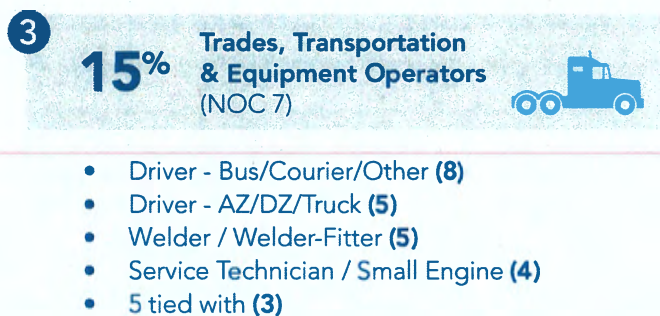
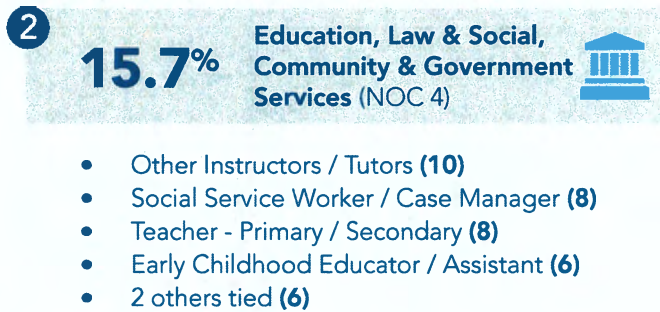
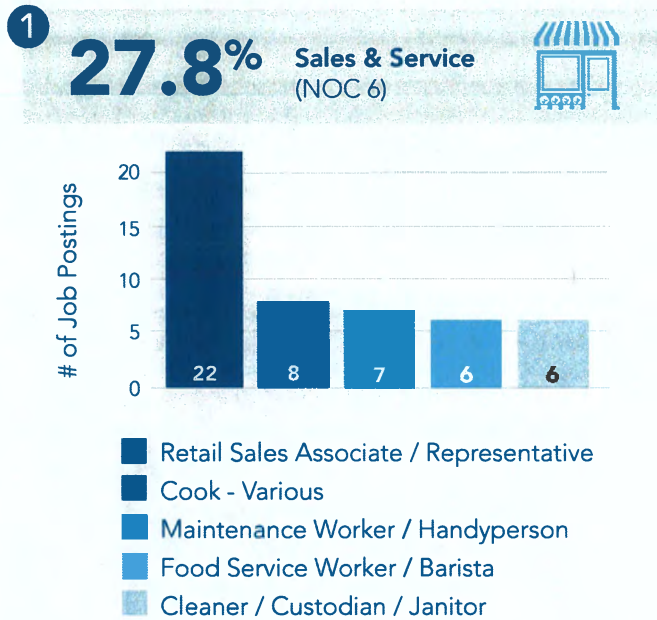
The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in November with 21.4% (87) of the overall share each amongst all major industry classifications. The largest month-over-month increase in posting share of +2.4% occurred within the Transportation and Warehousing (NAICS-48-49) industry; representing 9.1% (22) of the November postings. In contrast the Construction (NAICS-23) industry experienced the largest month-over-month decrease of -2.6%; accounting for 2% (8) of the November job postings.

## TOP 5 INDUSTRIES HIRING (NAICS)



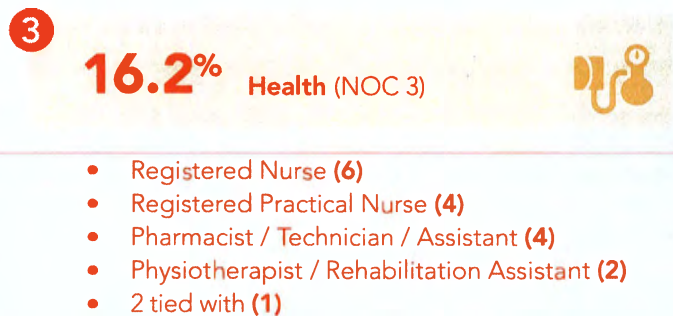
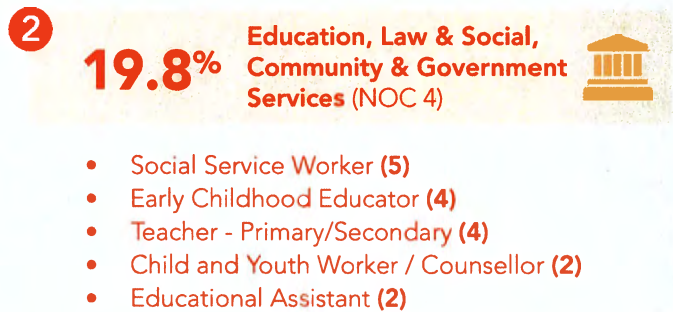
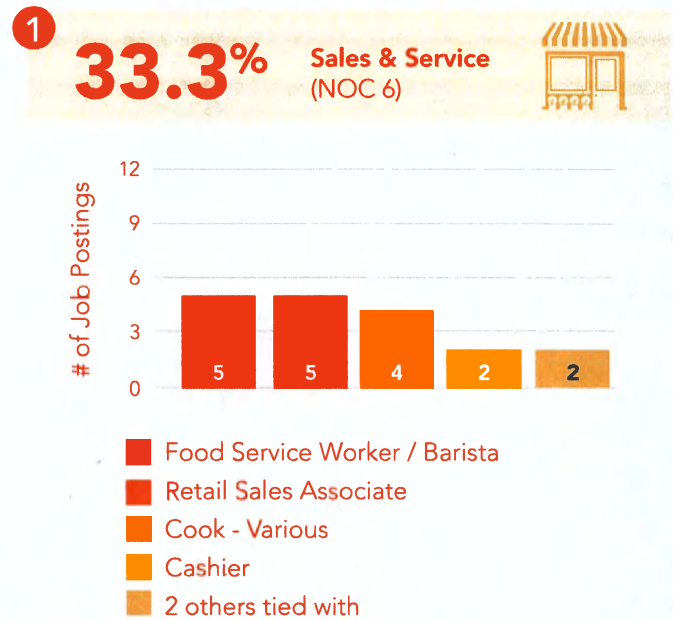
The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in November with 38.7% (43) of the overall share amongst all major industry classification. This industry also saw the largest month-over-month increase of +24.1%. Inversely the Retail Trade (NAICS-44-45) industry saw the largest month-over-month decrease of -7.8% to make up 15.3% (17) of the November job postings.

### TOP 3 OCCUPATIONAL CATEGORIES (NOC)



Sales and Service (NOC-6) based occupations made up the largest portion of job postings with 27.8% (113) of all postings in November when compared to the major occupational classifications. These occupations also saw the largest month-over-month increase in the overall share of job postings of +2%. The largest month-over-month decrease in posting share of -3.5% was seen amongst Business, Finance and Administration (NOC-1) based positions which accounted for 14.7% (60) of the job postings in the month.

### TOP 3 OCCUPATIONAL CATEGORIES (NOC)



Sales and Service (NOC-6) based occupations represented the largest number of job postings in November with 33.3% (37) of all postings when compared to the major occupational classifications. Health (NOC-3) based occupations accounted for the largest month-over-month increase of +12.4% to represent 16.2% (18) of the recorded November postings. The largest month-over-month decrease in job posting share was for Manufacturing and Utilities (NOC-9) based occupations which changed -3.6% from the previous month to account for 1.8% (2) of the November postings.

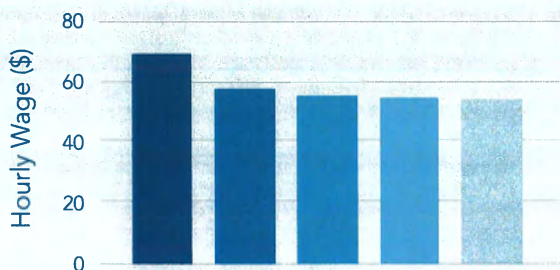


## TOP 5 HOURLY WAGE VACANCIES



# \$70.08

**Manager - Community Mental Health and Addictions**  
@ North Bay Regional Health Centre



**\$58.00** Nurse (Charge) - Long Term Care  
@ West Nipissing General Hospital

**\$56.22** Speech-language Pathologist  
@ North Bay Regional Health Centre

**\$55.63** Orthophoniste  
@ Conseil scolaire public du Nord-Est de l'Ontario

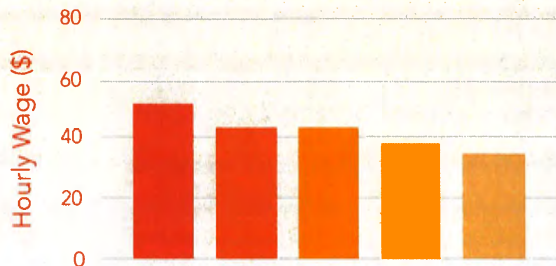
**\$55.00** Cardiac Sonographer Echocardiographer  
@ North Bay Cardiology

## TOP 5 HOURLY WAGE VACANCIES



# \$54.37

**Registered Nurse - 6 Postings (Different Departments)**  
@ West Parry Sound Health Centre



**\$42.30** Child and Family Counsellor  
@ Hands TheFamilyHelpNetwork.ca - Parry Sound

**\$42.00** Physiotherapist  
@ One Kids Place Children's Medical Treatment Center of North East Ontario

**\$38.32** Addiction Worker  
@ Canadian Mental Health Association - Muskoka Parry Sound Branch

**\$34.06** Supervisor of Support Services  
@ Community Living Parry Sound

## TOP 3 ANNUAL SALARY VACANCIES

# \$134,670

**Director - First Peoples Centre and Indigenous Engagement**  
@ Canadore College - College Drive

# \$122,174

**Manager - Enterprise Asset Management**  
@ Ontario Northland

# \$120,000

**Sales Manager - Automotive**  
@ Stockfish Automotive Group



## TOP ANNUAL SALARY VACANCY

# \$80,000

**Sales Associate - Account Representative**  
@ Connor Industries

# \$60,000

**Restaurant Manager / Chef**  
@ Parry Sound Golf & Country Club

# \$60,000

**Heavy-Duty Service Technician**  
@ Bobcat of Parry Sound Ltd.



**Lowest Annual Salary**

# \$31,200

**Kitchen Worker**  
@ Canadian Adventure Camp

**Lowest Annual Salary**

# \$50,000

**Accounting Technician Intern**  
@ Gingrich Harris Copeland, Chartered Professional Accountants

The average hourly wage in November for those postings which listed (34.6%) an hourly wage was \$26.25/hour. This is a notable increase; +11.5% (+\$2.70/hour), to the current 12-month average of \$23.55/hour. Of the 141 postings which listed an hourly wage 10.6% (15) were listed at the provincial minimum wage of \$16.55/hour. For postings that listed an annual salary the average was \$70,278.60/year. This is in-line; +1.1% (+\$780.28/year), with the current 12-month average of \$69,498.32/year.

The average hourly wage in November for those postings which listed (55.0%) an hourly wage was \$27.71/hour. This figure is significantly above; +17.2% (+\$4.07/hour), the current 12-month average of \$23.64/hour. Of the 61 postings which listed an hourly wage 3.3% (2) were listed at the provincial minimum wage of \$16.55/hour. The average annual salary listed in the month of November was \$62,500.00; slightly below; -4.6% (-\$3,036.99/year), to the current 12-month average annual salary of \$65,536.99/year.

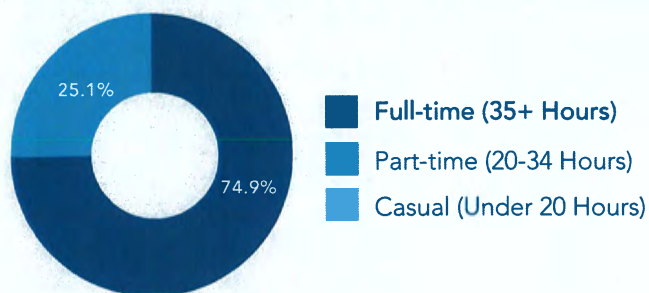


## FULL-TIME / PART-TIME BREAKDOWN

**74.9%** of listings in November

↓ **1.1%**  
from October

74.9% (305) of the listings in November indicated that the employment offered would be classified as full-time. This figure nearly identical; -1.1%, to the previous month when 76% of the job postings were classified as full-time.



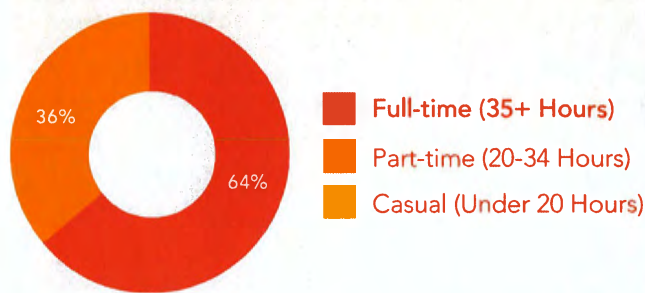
**407** Postings listed hours offered (100%)

## FULL-TIME / PART-TIME BREAKDOWN

**64%** of listings in November

↓ **9.1%**  
from October

64% (71) of the listings in November indicated that the employment offered would be classified as full-time. This figure is a significant decrease; -9.1%, from the previous month where 73.1% of the job postings were classified as full-time.



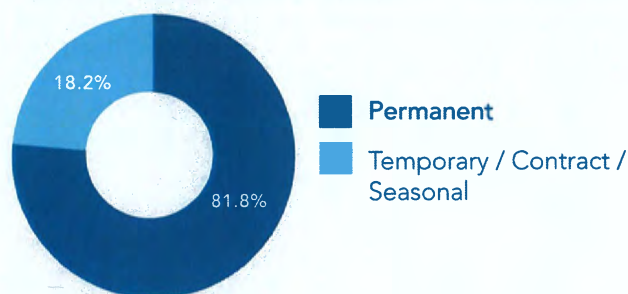
**111** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**81.8%** of listings in November

↓ **2.1%**  
from October

81.8% (333) of the listings in November stated that the opportunity in question would be permanent. This is a slight decrease; -2.1%, from the previous month's figure of 83.9%.



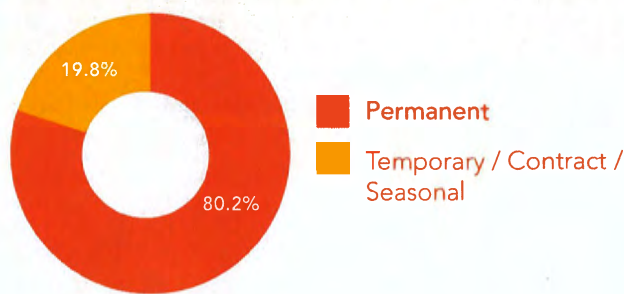
**407** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**80.2%** of listings in November

↓ **6.7%**  
from October

80.2% (89) of the listings in November stated that the opportunity in question would be permanent. This is slightly below; -6.7%, the previous month figure of 86.9%.



**111** Postings listed hours offered (100%)



# ALL EMPLOYERS WITH POSTINGS IN MONTH



## NIPISSING DISTRICT

A&W (Sturgeon Falls)  
 ABM Integrated Solutions  
 Addiction Treatment Centre of Excellence  
 - Canadore College  
 AIM Kenny U-Pull  
 Algonquin Nursing Home of Mattawa  
 Allman contracting  
 Apollo Transport  
 Appleton Denture Clinic  
 Arnstein Lawn and Garden Company Inc.  
 Ashley HomeStore North Bay  
 Bay Roofing and Exteriors Ltd.  
 Bay Truck Stop Family Restaurant  
 Bayland Snow  
 Baywood Enterprises  
 Beyond Wireless Inc.  
 Big Brothers Big Sisters of North Bay  
 and District Incorporated  
 Binx Professional Cleaning  
 Blue Sky Animal Hospital  
 Blue Sky Economic Growth Corp  
 Boart Longyear  
 Body Shop Canada, The  
 Bradwick Property Management  
 Burger World - Hammond  
 Caisse Alliance  
 Canada Clean Fuels  
 Canada Post - North Bay  
 Canada Post - Sturgeon Falls  
 Canadian Addiction Treatment Pharmacy  
 Canadian Adventure Camp  
 Canadian Forces Morale and Welfare Services  
 Canadian Hearing Services  
 Canadian Mental Health Association  
 - North Bay and Area  
 Canadian Shield Health Care Services Inc.  
 Canadore College  
 Canadore College - College Drive  
 Canadore College - Commerce Court  
 Canadore College of Applied Arts & Technology  
 CannAmm  
 Canpar express  
 CarePartners  
 Carter's/OshKosh  
 Cascades Casino  
 Cassellholme Home for the Aged  
 Cecil's Brewhouse & Kitchen  
 Cementation Canada  
 Central Welding & Iron Works  
 Chad's Grass Snow and More  
 Cherry Hill Programs  
 Cineplex Inc.  
 Claire's  
 Classic Contracting Sales & Services  
 Cogeco  
 Comfort Inn - Airport  
 Commissionaires  
 Community Counselling Centre of Nipissing  
 Community Living North Bay  
 Conseil Scolaire Catholique Franco-Nord  
 Conseil scolaire public du Nord-Est de l'Ontario  
 Cooper Equipment Rentals  
 Crisis Centre North Bay  
 Dawson Dental - North Bay  
 Dentistry on Airport  
 Diagnostic Sleep Clinic  
 District of Nipissing Social Services  
 Administration Board  
 Dr. Snow  
 Dr. Clean  
 DSI Underground Canada Ltd.  
 Ed Seguin & Sons Trucking and Paving  
 Ed Seguin & Sons Trucking and Paving  
 Empire Living Centre  
 Enbridge Inc.

Enterprise Holdings Inc.  
 Express Parcel  
 Fairfield Inn & Suites by Marriott North Bay  
 Fifty's Diner  
 First Onsite  
 First Student Canada  
 Fix Auto North Bay  
 Freightliner North Bay  
 Fur Harvesters Auction  
 G&P Welding and Ironworks  
 GardaWorld  
 Garderie Soleil  
 Giant Tiger - North Bay  
 goeasy  
 Goodyear Canada Inc. (Retreading)  
 Grant Thornton LLP  
 Green Home Consulting  
 Grounded Electrical  
 Groupe Dynamite Inc.  
 Hamelins Outdoor Power Equipment  
 Hands TheFamilyHelpNetwork.ca - North Bay  
 Holiday Inn Express North Bay  
 Homewood Suites by Hilton North Bay  
 Hopper Buick GMC  
 Hydro One Networks Inc.  
 J&R Property Management  
 JT Sushi  
 Juice on the Loose - Sturgeon Falls  
 Kia North Bay  
 KIND Forest School  
 Kohltech Windows & Entrance Systems  
 Laurentian Ski Hill  
 Lawn Care Plus  
 Legal Aid Ontario  
 Leisure Farms  
 Les Soeurs de l'Assomption de  
 la Sainte vierge  
 Levante Living - Barclay House  
 LHD Equipment  
 Little Wings Child Care  
 Long & McQuade  
 Lucenti Orlando Professional Corporation  
 M. Sullivan & Son Limited  
 Marigold Unique Flavour  
 Marina Point Village  
 Martel & Mitchell Rehabilitation  
 Mattawa River Resort Inc.  
 McDonald's (North Bay)  
 McDonald's (West Nipissing)  
 McDougall Energy Inc.  
 McDougall Insurance and Financial  
 McIntosh Perry  
 Metal Fab Ltd.  
 MetricAid  
 Miller Technology Incorporated  
 Miller Waste Systems  
 Mincon Canada  
 Ministry of Public and Business Service  
 Delivery  
 Ministry of Transportation  
 Mister Transmission  
 Montana's BBQ and Bar - North Bay  
 Motion  
 Municipality of West Nipissing  
 Native Education and Training College  
 Near North District School Board  
 Neil Communications  
 New Horizons Communications  
 Nexco Inc.  
 Nipissing Transition House  
 Nipissing University  
 Nipissing-Parry Sound Catholic  
 District School Board  
 Nordic Minesteel Technologies Inc.  
 North Bay Animal Hospital  
 North Bay Cardiology  
 North Bay Cycle and Sports  
 North Bay Endodontics  
 North Bay Humane Society  
 North Bay Hydro  
 North Bay Police Service  
 North Bay Regional Health Centre  
 Northern Diversified Limited  
 Northland Glass & Metal  
 Nova Stone  
 Nutrition Club Canada  
 One Kids Place Children's Medical Treatment  
 Center of North East Ontario  
 Ontario Aboriginal Housing Services  
 Ontario Northland  
 Ontario Provincial Police  
 Ontario Public Service  
 Oxford Learning Centres, Inc.  
 Paramed Home Health Care  
 Pavao Contracting Inc.  
 Peoples Jewellers  
 Petro Canada and Restaurant - Temagami  
 Popeyes Chicken - North Bay  
 Pop's Cannabis Co.  
 QE Home /Quilts Etc  
 Rahnmnet  
 Redpath  
 Rodger B. Bowness, Barrister and Solicitor  
 Roots Canada  
 Royal Bank of Canada - North Bay  
 Savage Ford Sales Limited  
 Scotiabank - Mattawa  
 Shoppers Drug Mart - Cassells St.  
 Sienna Senior Living  
 Simcoe Building Centre  
 Sobey's - North Bay  
 Softmoc  
 Speedy Glass  
 Spencer Gifts  
 Springer Animal Hospital  
 Stantec  
 Staples Canada  
 Staples Canada Inc.  
 Starbucks - North Bay  
 Stars Luxury Limousine Service  
 Stock Transportation  
 Stockfish Automotive Group  
 Sturgeon Falls IDA  
 Swiss Chalet  
 Talize  
 TD Bank - North Bay  
 The Brick North Bay  
 The Corporation of the City of North Bay  
 The Gathering Place  
 The Lindsay Weld Centre for Children  
 The Skyline Group of Companies  
 The Source Electronics Inc. - North Bay  
 The Submarine Place  
 Thomas Davis Law  
 TJX Companies - Homesense  
 TJX Companies - Winners  
 True North Chevrolet Cadillac Ltd  
 / Fix Auto North Bay  
 Tulloch Engineering  
 Tutor Match  
 Union of Ontario Indians  
 Valin Partners  
 Victorian Order of Nurses / VON  
 VON Canada (Ontario) - North Bay  
 Voyageur Aviation Corp  
 Voyago  
 Walmart - North Bay  
 West 49  
 West Nipissing General Hospital  
 YMCA of Northeastern Ontario  
 Zedd Customer Solutions



## PARRY SOUND DISTRICT

705D  
 Almed Group  
 Ashley HomeStore Parry Sound  
 Bobcat of Parry Sound Ltd.  
 Boston Pizza - Parry Sound  
 Bourgeois Ford North  
 BrokerLink - Parry Sound  
 Burger King - Parry Sound  
 Burks Falls Kwik way  
 Canadian Mental Health Association  
 - Muskoka Parry Sound Branch  
 CIBC - Parry Sound  
 Clean Water Solutions  
 Comfort Inn Parry Sound  
 Community Living Parry Sound  
 Connor Industries  
 Conseil scolaire public du Nord-Est de  
 l'Ontario  
 District of Parry Sound Social Services  
 Administration Board  
 Eastholme Home for the Aged  
 Edgewater Park Lodge  
 Fowler Construction Company Limited  
 Gingrich Harris Copeland, Chartered  
 Professional Accountants  
 Hands TheFamilyHelpNetwork.ca  
 - North Bay  
 Hands TheFamilyHelpNetwork.ca  
 - Parry Sound  
 Home Instead Senior Care  
 KFC - Parry Sound  
 Lady Isabelle Nursing Home  
 Landmark Student Transportation  
 Lofthouse Manufacturing (a Division  
 of Brawo Brassworking Limited)  
 Log Cabin Inn & Catering  
 Mac Lang  
 Maple Dips Incorporated  
 Ministry of the Attorney General  
 Muskoka Auto Parts - Sundridge  
 Near North District School Board  
 No Frills - Stacie and Troy's  
 Oakcrest Co.  
 One Kids Place Children's Medical Treatment  
 Center of North East Ontario  
 Paramed Home Health Care  
 Parry Air Heating & Cooling  
 Parry Sound Chevrolet Buick GMC  
 Parry Sound Golf & Country Club  
 Phoenix Building Components Inc  
 Red Canoe Restaurant  
 Riverview Dental Centre  
 Royal Bank of Canada - Parry Sound  
 Royal Bank of Canada - Sundridge  
 Schlager Inc.  
 Scott Custom Building  
 Shawanaga First Nation  
 Shoppers Drug Mart - Parry Sound  
 Sobey's - Parry Sound  
 Sobey's - Parry Sound  
 Starbucks - Parry Sound  
 Subway - Burk's Falls  
 Tailwinds Bar & Grill  
 TD Bank - Parry Sound  
 The Children's Aid Society of the  
 District of Nipissing and Parry Sound  
 The Friends  
 The Home Depot - Parry Sound  
 The Source Electronics Inc. - Parry Sound  
 Tim Hortons - Parry Sound  
 Upton Developments  
 Walmart - Parry Sound  
 West Parry Sound Health Centre  
 YMCA of Simcoe/Muskoka

## One Redevelopment Project, Two New Sites

Muskoka Algonquin Healthcare's (MAHC) vision to reimagine local hospital care with two new hospitals in Muskoka is moving closer to reality. In April 2022, the Ford government announced (<https://news.ontario.ca/en/release/1002105/ontario-building-more-resilient-hospitals-in-muskoka-algonquin>) support for MAHC to move ahead with the next stage of planning for two new hospitals: a new hospital on the existing land in Huntsville, and a new hospital at a new location in Bracebridge. Watch the announcement on YouTube (<https://youtu.be/oagP3GrzraE>).

Between the fall of 2022 and the end of 2023, more detailed program and service planning to meet our community's future needs will occur to ensure our plans meet the growing health care needs of patients and families in Muskoka and East Parry Sound. With grant money provided by the Province of Ontario for the planning work (not new construction), MAHC is completing the next stage of the Ministry of Health's capital planning process – this stage is known as Stage 1.3. Our goal is to submit what is known as the Functional Program in early 2024.

### Stage 1.3 Functional Program

The work in this stage will be informed by volume projections looking out 10 to 20 years and the direct involvement of user groups. User groups will be made up of MAHC team members, patients, family members, caregivers, community partners and stakeholders. Through engagement sessions, user groups will be an essential part of our process, helping to describe future services, ensure models of care are up to date, innovative and sustainable, identifying the staffing required, and assisting in the detailed physical planning as the design process evolves. Lessons learned from the pandemic on clinical models and health human resources will also be considered as part of this process.

The work completed in this stage will result in block diagrams of the buildings and physical space needed to support the programs and services. Initial assumptions from previous work will be revisited to reflect how people



receive care through various health services and regionally through more specialized health centres both today and in the future.

## Site Selection

A site selection process for the South Muskoka site is part of this stage of planning because the existing hospital property in Bracebridge on Ann Street is too small to accommodate future redevelopment. A robust process in line with the Ministry of Health's Site Search Capital Planning Bulletin Guidelines was followed to identify and potential locations that met **minimum land requirements** (</en/about-mahc/resources/Future-Planning-docs/Site-Selection-Criteria.pdf>) to be assessed against **evaluation criteria** (</en/about-mahc/resources/Future-Planning-docs/Site-Selection-Criteria.pdf>). These guidelines set minimum requirements for land, including size and access. Other factors such as environmental regulations, access to services like water and sewer and electricity, public transportation, and travel distances to other health service providers are also important considerations. A comprehensive and transparent **engagement process** (</en/about-mahc/Stay-Connected.aspx>) with our communities was important to selecting the most appropriate property for a future hospital in Bracebridge.



In December 2023, having followed an objective site selection process over the course of the year, the **MAHC Board of Directors endorsed 300 Pine Street in Bracebridge** (</en/news/pine-street-land-in-bracebridge-chosen-for-future-hospital.aspx>) as the best long-term option for the future hospital in South Muskoka.

The 300 Pine Street property is 45 acres with frontage along Highway 11, and existing road access from Pine Street and potential access from Depot Drive to the north, and Gray Road to the south. It is currently zoned Business Park

Industrial and Special Purpose Commercial. The evaluation identified key strengths including its proximity to Highway 11 and downtown Bracebridge as well as other nearby amenities. An existing draft Environmental Site Assessment did not identify areas of potential environmental concern and did not recommend further study.

The site selection decision will be part of the formal submission to the Ministry of Health.

## Redevelopment Project Cost and Local Share

The Ministry of Health/Infrastructure Ontario has allocated approximately \$1 billion to our redevelopment project. The Ministry of Health will pay for most of the actual construction of new buildings. The local community is expected to contribute a share of the entire project, which can be up to 30% of the total project cost, including furnishings, fixtures and hospital equipment. The community's local share has been identified as \$225 million. [Learn more about our work to refine the community share \(/en/news/mahc-continues-to-refine-communities-share-of-redevelopment.aspx\)](/en/news/mahc-continues-to-refine-communities-share-of-redevelopment.aspx).

Examples of costs paid for by the community's share include:

- a portion of construction cost of hospital
- equipment and technology
- furnishings and fixtures
- construction of revenue-generating space (i.e. parking lots, retail)
- any land/property required, land alterations and site servicing to the land
- financing costs

In this stage of planning, for our project to proceed we have to demonstrate the community's ability to pay for its share of the new builds. We know that today's economy has changed as a result of the COVID-19 pandemic and by the time we are at the stage of building, construction costs will continue to increase.

Developing a financing plan to meet the local share component has been a key focus of MAHC and the local share partners. In October 2023, we reached [a significant milestone to achieve a financing plan for the community's local share \(/en/news/local-share-financing-plan-achieved-for-hospital-redevelopment.aspx\)](/en/news/local-share-financing-plan-achieved-for-hospital-redevelopment.aspx) in collaboration with municipal partners in Muskoka and the Almaguin Highlands. The financial commitments made by all parties demonstrate the shared responsibility to the common goal to build a regionally unique, multi-site healthcare infrastructure through a strong local partnership to invest in and build a Made-in-Muskoka Healthcare system.

## Governance and Structure



The MAHC Board of Directors has formed a Capital Redevelopment Steering Committee to provide governance oversight. A Capital Redevelopment Operations Committee has also been established with members of MAHC's Leadership Team, physician leaders, hospital foundation representatives and project consultants. Their purpose is to work through the Stage 1.3 requirements, reporting to and making recommendations to the Board's steering committee. The user groups will be key to our work and our final submission and will include staff, physicians, volunteers, patients and families. These groups will ensure we understand what they will need and what services and spaces should look like.

## Information Sharing and Consultation

Community engagement has been an essential part of the planning process to date. Feedback from internal and external stakeholders has shaped our plan for two new sites. There will be various ways that user input will continue to be obtained throughout this journey. Our success will rely on integrating feedback and insights from community partners, patients and families, and our staff, physicians and volunteers. We are committed to keeping our MAHC team and our greater community informed as we move forward. Don't forget you can subscribe to any of our webpages to receive updates by email by clicking on the green banner below.

## Community Information Sessions (April 2023)

MAHC was pleased to revisit our communities again in April with a **series of in-person information sessions** (</en/news/join-us-at-a-capital-redevelopment-community-information-session.aspx>) from April 17 to 20 and on April 22, and two virtual sessions on April 24 and 26. At these sessions, we provided an update on the planning journey and our progress to date, reviewed the **site selection process** (</en/about-mahc/one-redevelopment-project-two-new-sites.aspx>) for a new location for the South Muskoka site, and presented the findings of the evaluation and the preliminary preferred property in Bracebridge. Together with members of our project consulting team, a 30-minute **presentation** ([https://youtu.be/ij\\_wrNQofas](https://youtu.be/ij_wrNQofas)) was provided using a **slide deck** (</en/about-mahc/resources/Future-Planning-docs/April-2023-Community-Information-Sessions-Presentation.pdf>), followed by a question and answer period. Feedback at these sessions has been valuable to the project team and Board of Directors prior to final decision-making on a preferred new location. Following the second round of community engagement, President and CEO Cheryl Harrison also wrote a **CEO Blog** (<http://muskokaalgonquinhealthcare.blogspot.com/2023/04/identifying-preliminary-preferred-site.html>) on the topic.

## Community Open Houses (January 2023)



MAHC was pleased to host six in-person and two virtual open houses (</en/news/join-us-at-a-capital-redevelopment-community-open-house.aspx>) to connect with our communities. A 30-minute presentation (<https://youtu.be/Y5jIAwa9gw>) was provided using a slide deck (</en/about-mahc/resources/Future-Planning-docs/Community-Open-House-Presentation-FINAL.pdf>) and an information brochure (</en/about-mahc/resources/Future-Planning-docs/Two-Fold-Brochure---Community-Open-House-Jan-2023.pdf>) was available. Community members could tour large poster boards (</en/about-mahc/resources/Future-Planning-docs/2023-01-11-Final-Engagement-Panels.pdf>) and engage in conversation and questions and answers with representatives from our project team and consultants, hospital foundations and auxiliaries, Board of Directors, and Patient Experience Partners. MAHC looks forward to hosting a further round of community engagement to provide an update on the site selection process and progress on our Stage 1.3 deliverables.

## Contact Us

### **Muskoka Algonquin Healthcare**

Huntsville Site: **705-789-2311** (<tel://7057892311>).

South Muskoka Site: **705-645-4404** (<tel://7056454404>).

Email Us at [info@mahc.ca](mailto:info@mahc.ca) ([javascript:emailContactV2\('2oZHjd27v5nzYwnFPIUs0NI1QeQuAleQuAl'\);;](mailto:info@mahc.ca)).



### **Huntsville District Memorial Hospital Site**

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### **South Muskoka Memorial Hospital Site**

75 Ann Street, Bracebridge, ON P1L 2E4

Phone: 705-645-4404

Fax: 705-645-4594 (administration)

# Mandatory Masking Requirements



Masking is mandatory for patients and visitors attending the hospitals. When arriving at the hospital, please self-screen for COVID-19 symptoms, put on a mask, and clean your hands. For more COVID-19 information, please visit [www.mahc.ca/COVID-19](http://www.mahc.ca/COVID-19)



# MUSKOKA ALGONQUIN HEALTHCARE



Hi, my name is Cheryl Harrison and in May 2022 I became President and CEO at Muskoka Algonquin Healthcare. I'm pleased to blog bimonthly on matters of interest across MAHC's two hospital sites. From time to time, others have taken the pen as well on my behalf. Thanks for reading! Note: the CEO Blog has previously featured blog posts by Vickie Kaminski (Interim President and CEO January-May 2022) and by Natalie Bubela (President and CEO January 2012-December 2021)

Tuesday 2 January 2024

## Planning for Our Future with a Made-in-Muskoka Healthcare Solution



The past year has been an exciting progression of Muskoka Algonquin Healthcare's [capital redevelopment planning](#) to replace our aging hospital sites in Bracebridge and Huntsville with two new hospitals in the future.

Just last week we announced [the future location where we plan to build a new hospital in Bracebridge](#). Also in December, we were encouraged by Infrastructure Ontario's [December 2023 Market Update](#) that indicates our redevelopment project could officially start with contract execution in 2029.

We are fortunate to have the [financial commitment](#) of our local communities, the Ministry of Health and our Hospital Foundations to build the best future for health care for everyone we serve. These milestones are all great news to demonstrate our project is on track!

Planning the programs and services for our new hospitals in the future has been an iterative process over the past several months. It has given us opportunity to consider changes in the healthcare environment, advances in technology, and how we could continue to transform Muskoka Algonquin Healthcare that will ensure a sustainable healthcare system for decades to come. One that will position us to expand services to our communities and solve current challenges, some recently amplified by the pandemic such as ongoing staff shortages that contribute to frequent service disruptions.

More than 250 subject matter experts (staff, credentialed staff, volunteers, patient experience partners, hospital leaders and key healthcare partners) have gathered together as User Groups to explore different service delivery models. They have been

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► [2019](#) (6)

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► [2017](#) (6)

► [2016](#) (9)

► [2015](#) (6)

► [2014](#) (8)

► [2013](#) (12)

► [2012](#) (4)

### About Me



#### Muskoka Algonquin Healthcare

Muskoka, Ontario, Canada

Muskoka Algonquin Healthcare provides emergency health care services and inpatient care at two acute care hospital sites in Huntsville and Bracebridge.

[View my complete profile](#)



working to define the future scope of programs and services and projected future volumes, and identify opportunities to leverage technology and improve their workflow while also looking at how we can close existing gaps in service.

As we worked through our planning process, it became clear this past fall with preliminary costing of new hospitals that replicating the existing status quo model is not viable. With drastic cost inflation that has driven healthcare building costs up nearly 50% in just the last year, it's crucial that we develop an affordable future, not only in what we build but also in how we operate services to end repeated annual budget deficits.

Muskoka Algonquin Healthcare is committed to a creative solution for the future that looks forward instead of back with new hospitals that are built green and are flexible in design. Where our two sites are complementary to each other rather than identical, both providing 24/7 Emergency Department care, and inpatient beds tailored to how we will provide care in the future.

Together, we are investing in and building Made-in-Muskoka Healthcare and through innovation and partnerships we will expand the healthcare services we can provide both within and beyond our walls to bring care closer to home in outlying areas of the region.

User Groups are still working through the final pieces of a Made-in-Muskoka Healthcare solution to meet the needs of Muskoka and area decades from now and ensure our hospitals survive and thrive. As that work wraps up, I am looking forward to sharing the details later this month of how we will deliver Made-in-Muskoka Healthcare to all our communities; healthcare that is focused on excellence, quality care and long-term sustainability for the next 40 and 50 years.

Posted by [Muskoka Algonquin Healthcare](#) at 09:56

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# Pine Street Land in Bracebridge Chosen for Future Hospital

Posted on Thursday, December 21, 2023

Muskoka Algonquin Healthcare (MAHC) is pleased to announce that the Board of Directors has supported the selection of 300 Pine Street as the future location of a new hospital in Bracebridge.

During a special board meeting, the Board approved the recommendation having followed an objective site selection process over the past year. Site selection is an important component of MAHC's redevelopment project because the existing hospital property in Bracebridge on Ann Street is too small for future redevelopment of the hospital. In Huntsville, redevelopment of the hospital will be accommodated on the current land on Frank Miller Drive.

The Board's site selection decision represents another significant milestone in the planning journey, explains Dave Uffelmann, vice chair of the Board of Directors and Chair of the Board's Capital Redevelopment Steering Committee.

"After comprehensive study and evaluation of potential locations over the past year, the Board has concluded that the Pine Street location is the best long-term option for the future hospital in South Muskoka," says Uffelmann. "The Pine Street location ensures proximity to downtown Bracebridge and Highway 11, as well as other nearby amenities including municipal transit that will serve our communities well. Additionally, environmental impacts are minimized and the Board is pleased with the process used to arrive at this decision."



From more than 20 initial properties identified in the process, five met the minimum land requirements to be considered for evaluation and were presented during community information sessions

earlier this year. The five sites were narrowed to three using robust evaluation



criteria guided by community feedback reinforcing what is most important to choosing a new location for a hospital. For the past three months, extensive due diligence on two viable properties included cultural and heritage assessments, geotechnical and hydrogeological studies, cost estimates, and review of environmental features and potential wildlife impacts.

"The final two properties both had merits and challenges to understand and assess," says Uffelmann, emphasizing the importance of taking the time required for in-depth analysis before the recommendation to Board. "This has been a thorough process and very thoughtful to the complexities of making the best decision for the future hospital location as a key piece of developing an integrated health system for all of Muskoka and area for the next 50 years."

The Pine Street property is owned by the Town of Bracebridge, and the municipality is committed to working collaboratively with MAHC over the next several years on infrastructure matters such as water/sewer servicing requirements and road access to prepare the site for the future hospital.

"Access to health care is vital for the health and wellness of the community," says Rick Maloney, Mayor of the Town of Bracebridge. "The Town of Bracebridge is pleased with the selection of 300 Pine Street as the site for the new hospital and is committed to working closely with our partners at MAHC over the coming years to help bring this important project to life. This location is strategically located in close proximity to the urban area of Bracebridge and Highway 11, is serviced by public transit and emergency services, and will be seamlessly integrated into our existing infrastructure."

The site selection decision will be part of the formal submission to the Ministry of Health. The study of the functional program piece will continue over the next few months with a target to complete the Stage 1.3 submission by the spring of 2024.

## Contact Us

### **Muskoka Algonquin Healthcare**

Huntsville Site: [705-789-2311](tel://7057892311) (tel://7057892311).

South Muskoka Site: [705-645-4404](tel://7056454404) (tel://7056454404).

Email Us at [info@mahc.ca](mailto:info@mahc.ca) (javascript:emailContactV2('2oZHjd27v5nzYwnFPIUs0NI1QeQuAleQuAl');).



### **Huntsville District Memorial Hospital Site**

100 Frank Miller Drive, Huntsville, ON P1H 1H7



Phone: 705-789-2311

Fax: 705-789-0557 (administration)

**South Muskoka Memorial Hospital Site**

75 Ann Street, Bracebridge, ON P1L 2E4

Phone: 705-645-4404

Fax: 705-645-4594 (administration)

## Mandatory Masking Requirements



Masking is mandatory for patients and visitors attending the hospitals. When arriving at the hospital, please self-screen for COVID-19 symptoms, put on a mask, and clean your hands. For more COVID-19 information, please visit [www.mahc.ca/COVID-19](http://www.mahc.ca/COVID-19)

# Market UPDATE

December 2023



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**Infrastructure Ontario's (IO) Market Update is an invitation to our industry, local and international, to plan and build strong, competitive bidding teams and partner with us on essential public projects.**

**IO is leading the procurement and delivery of 31 projects currently in pre-procurement and active procurement. These projects will build upon the provincial government's historic commitment to modernize the province's public assets, including highways, public transit, hospitals, schools, and justice facilities. The total estimated design and construction value of the projects in this Market Update is more than \$35 billion.**

**In addition to the pipeline of projects in pre-procurement and procurement, there are 20 projects in the initial stages of planning, for which scope, timing and delivery model are still being determined.**

## Significant Changes

Since the previous Market Update of March 2023, IO is pleased to provide the following updates:

- Advanced three projects to construction and another three projects have been added including justice, tourism and culture.

- Achieved contract execution on three projects, and executed one development phase agreement, demonstrating continued progress in successfully concluding procurements and executing on Government's priorities.
- Achieved Substantial Completion for 3 projects:
  - GO Expansion — Stouffville Corridor
  - Highway 401 Expansion
  - West Park Healthcare Centre
- As our new Progressive P3s advance, we are working with development partners on all three hospital projects (Weeneebayko Area Health Authority (WAHA) Redevelopment, Trillium Health Partners Broader Redevelopment — Peter Gilgan Mississauga Hospital, and the Ottawa Hospital Civic Campus Redevelopment) before proceeding with a fixed-price contract.

While the Market Update focuses on projects that have not yet achieved contract execution, with the growing relevance of collaborative and progressive approaches to contracting, four projects for a total estimated design and construction value of approximately \$18 billion are in a development phase with a development partner.



## Transit and Transportation

Projects	Project Phase	Model	PDC/TA/AOR Procurement	Issue RFQ	Issue RFP	Contract Execution	Location	Estimated Design & Construction Cost
Eglinton Crosstown West Extension — Advance Tunnel (Jane to Mt. Dennis)	Active Procurement	DBF	N/A	December 2021	April 2022	Jan–Mar 2024	Toronto	\$200M–\$499M
Ontario Line — Elevated Guideway and Stations	Active Procurement	Progressive DB (target price)	Awarded	November 2022	April 2023	DPA: Jan–Mar 2024 CE: Jan–Mar 2025	Toronto	\$1B–\$2B
Ontario Line — Pape Tunnel and Underground Stations	Active Procurement	Progressive DB (target price)	Awarded	November 2022	April 2023	DPA: Jan–Mar 2024 CE: Oct–Dec 2025	Toronto	\$1B–\$2B
Garden City Skyway Twinning	Active Procurement	Progressive DB (target price)	Awarded	December 2022	Jan–Mar 2024	DPA: Jan–Mar 2025 CE: Jul–Sep 2026	St. Catharines	\$1B–\$2B
Yonge North Subway Extension — Advance Tunnel	Active Procurement	DBF	Awarded	April 2023	December 2023	Oct–Dec 2024	Toronto / York Region	\$1B–\$2B
Bradford Bypass — Western Section*	Pre-Procurement	CMGC	December 2023	N/A	Jan–Mar 2024	TBD	York Region / Simcoe County	TBD
Eglinton Crosstown West Extension — Stations, Rail and Systems	Pre-Procurement	TBD	Awarded	Jan–Mar 2024	TBD	TBD	Toronto	\$2B–\$4B
Yonge North Subway Extension — Stations, Rail and Systems	Pre-Procurement	TBD	Awarded	TBD	TBD	TBD	Toronto/ York Region	\$2B–\$4B

\* This project will be delivered by the Ministry of Transportation.



Projects in Planning Phase: Transit and Transportation		
Bradford Bypass - remainder of corridor	Highway 17 (through Renfrew)	
Eglinton Crosstown West Extension Airport Segment	Highway 413	
Hamilton LRT	Line 4 Extension (Sheppard East) Subway	

## Health

Projects	Project Phase	Model	PDC/TA/AOR Procurement	Issue RFQ	Issue RFP	Contract Execution	Location	Estimated Design & Construction Cost
Trillium Health Partners Broader Redevelopment — Queensway Health Centre	Active Procurement	BF	N/A	October 2021	October 2022	Jan–Mar 2024	Toronto	\$1B–\$2B
Centre for Addiction and Mental Health — Phase 1D Redevelopment	Active Procurement	DBF	N/A	February 2022	December 2022	Jan–Mar 2024	Toronto	\$1B–\$2B
The Ottawa Hospital — New Civic Redevelopment	Active Procurement	Progressive DBFM	N/A	N/A	November 2022 (Dev. Partner)	DPA: Jan–Mar 2024 CE: Jan–Mar 2026	Ottawa	\$2B–\$4B
Quinte Health Care — Prince Edward County Memorial Hospital Redevelopment	Active Procurement	DBB	N/A	March 2023	November 2023	Apr–Jun 2024	Picton	< \$200M
William Osler Health System — Peel Memorial Centre for Integrated Health and Wellness Phase 2	Pre-Procurement	TBD*	Awarded	Jan–Mar 2024	Jan–Mar 2025	Jan–Mar 2026	Brampton	\$500M–\$1B
Stevenson Memorial Hospital — Redevelopment	Pre-Procurement	TBD*	N/A	Apr–Jun 2024	Oct–Dec 2024	Apr–Jun 2025	Alliston	< \$200M
Lakeridge Health — Bowmanville Hospital Redevelopment	Pre-Procurement	TBD*	RFP Closed	Jul–Sep 2024	Jan–Mar 2025	TBD	Bowmanville	\$200M–\$499M



Projects	Project Phase	Model	PDC/TA/AOR Procurement	Issue RFQ	Issue RFP	Contract Execution	Location	Estimated Design & Construction Cost
Windsor Regional Hospital — New Windsor Essex Regional Hospital	Pre-Procurement	DBFM*	Awarded	Jan–Mar 2025	Jul–Sep 2025	Jul–Sep 2026	Windsor	\$1B–\$2B
North York General Hospital — Inpatient Redevelopment	Pre-Procurement	TBD*	TBD	Oct–Dec 2025	Apr–Jun 2026	Apr–Jun 2027	Toronto	\$500M–\$1B
Oak Valley Healthcare — Uxbridge Redevelopment	Pre-Procurement	TBD*	N/A	Oct–Dec 2025	Apr–Jun 2026	Oct–Dec 2026	Uxbridge	< \$200M
Hamilton Health Sciences — Juravinski Hospital Redevelopment	Pre-Procurement	TBD*	Awarded	Apr–Jun 2026	Oct–Dec 2026	Oct–Dec 2027	Hamilton	\$500M–\$1B
Scarborough Health Network Birchmount Redevelopment Phase 1A	Pre-Procurement	DBF*	Apr–Jun 2025	Jul–Sep 2026	Apr–Jun 2027	Jan–Mar 2028	Toronto	\$500M–\$1B
Collingwood General and Marine — Hospital Redevelopment	Pre-Procurement	DBF*	Jan–Mar 2025	Jan–Mar 2027	Jul–Sep 2027	Jul–Sep 2028	Collingwood	\$200M–\$499M
Unity Health Toronto — St. Joseph's Health Centre Redevelopment	Pre-Procurement	DBF*	Oct–Dec 2025	Jan–Mar 2027	Jul–Sep 2027	Apr–Jun 2028	Toronto	\$1B–\$2B
The Hospital for Sick Children — Project Horizon	Pre-Procurement	DBFM*	Jan–Mar 2026	Apr–Jun 2027	Oct–Dec 2027	Jul–Sep 2028	Toronto	\$1B–\$2B
Muskoka Algonquin Healthcare — Bracebridge and Huntsville Redevelopments	Pre-Procurement	DBF*	Jul–Sep 2026	Oct–Dec 2027	Apr–Jun 2028	Apr–Jun 2029	Bracebridge and Huntsville	\$500M–\$1B
Lakeridge Health — Broader Redevelopment	Pre-Procurement	TBD	TBD	> 5 years	> 5 years	> 5 years	TBD	TBD

\* Infrastructure Ontario continues to review these projects for the most suitable delivery model (inclusive of procurement strategy and contract form) in recognition of continuing market feedback and other recently approved changes.

Note: The Ministry of Health continues to review timing and cost details of each project in light of the Province's ongoing COVID-19 response and recovery work.



Projects in Planning Phase: Health		
Brant Community Health Care — Redevelopment	Kingston Health Sciences Centre — Kingston General Hospital Redevelopment	Southlake Regional Health Sciences — Phase 1 Redevelopment
Grand River Hospital and St. Mary's General Hospital — Joint Redevelopment Project	Lake of the Woods District Hospital (Kenora) — Redevelopment Project	Sunnybrook Health Sciences — Critical Care Tower
Hotel Dieu Shaver (St. Catharines)	Royal Victoria Health Centre — Phase 1 Redevelopment	William Osler Health System — Radiation Oncology Project

## Public Works and Justice

Projects	Project Phase	Model	PDC/TA/AOR Procurement	Issue RFQ	Issue RFP	Contract Execution	Location	Estimated Design & Construction Cost
Milton Courthouse User Experience Hub Plus	Pre-Procurement	TBD	Awarded	Apr–Jun 2024	Jul–Sep 2024	Oct–Dec 2024	Milton	< \$100M
OPP Modernization Phase 3 — Part 1	Pre-Procurement	DBF	December 2023	Apr–Jun 2024	Jan–Mar 2025	Apr–Jun 2026	Various	\$500M–\$1B
Relocation of Ontario Science Centre to Ontario Place	Pre-Procurement	TBD	Awarded	Apr–Jun 2024	Oct–Dec 2024	Oct–Dec 2025	Toronto	\$200M–\$499M
Quinte Detention Centre	Pre-Procurement	DBB	Awarded	Jul–Sep 2024	Jan–Mar 2025	Jan–Mar 2026	Napanee	< \$200M
Brockville Correctional Complex / St. Lawrence Valley Correctional and Treatment Centre	Pre-Procurement	TBD*	Awarded	Jul–Sep 2025	Jan–Mar 2026	Oct–Dec 2026	Elizabethtown-Kitley	< \$200M
Eastern Ontario Correctional Complex	Pre-Procurement	TBD*	Awarded	TBD	TBD	TBD	Kemptville	\$200M–\$499M

\* Infrastructure Ontario continues to review these projects for the most suitable delivery model (inclusive of procurement strategy and contract form) in recognition of continuing market feedback and other recently approved changes.



## Projects in Planning Phase: Public Works and Justice

Bigwind Lake Provincial Park

Grosvenor Office Tower

MECP / MLITSD Science Complex

Ontario Place Landscape and Public Realm Construction

OPP Modernization Phase 3 — Part 2

## Definitions and Chart Legend

### General Definitions

Note: Bold-face text **denotes a change from the previous Market Update**

<b>AOR</b>	Architect of Record
<b>CE</b>	Contract Execution
<b>DPA</b>	Development Phase Agreement
<b>PDC</b>	Planning and Design Consultant
<b>RFP</b>	Request for Proposals
<b>RFQ</b>	Request for Qualifications
<b>TA</b>	Technical Advisor

### Delivery Model Definitions

Note: The progressive procurement strategy may be compatible with various contract forms and pricing approaches. Where applicable, notations have been made to indicate:

1. whether the contract form is being procured in a progressive fashion involving a development phase prior to construction and/or
2. whether the contract for construction is intended shall be bid a target-price basis.

<b>BF</b>	Build Finance
<b>DB</b>	Design Build
<b>DBB</b>	Design Bid Build
<b>DBF</b>	Design Build Finance
<b>DBFM</b>	Design Build Finance Maintain
<b>CMGC</b>	Construction Manager General Contractor

### Estimated Design & Construction Cost

Note: The range values shown are inclusive of the **estimated design and construction values within approved project budgets only.**

The range values shown **exclude the following:**

1. other contract costs such as financing and long-term maintenance costs; and
2. costs to be paid by the Contracting Authority outside of the construction contract such as land, equipment, third party advisors, and contingencies.





# Local Share Financing Plan Achieved for Hospital Redevelopment

Posted on Monday, October 16, 2023



## Collaborative Commitment to Our Communities' \$225 Million Local Share

Muskoka Algonquin Healthcare is pleased to announce that together with our hospital foundations and municipal partners in Muskoka and the Almaguin Highlands, a plan to finance the community's share of the future redevelopment of our local hospitals has been reached following several months of collaborative and positive discussion.

The financing plan demonstrates the community's collective intent to contribute the required \$225 million local share cost of a near billion-dollar redevelopment project to build new hospitals in Bracebridge and Huntsville, with construction scheduled to begin as early as 2029. The local share plan is one of the significant components Muskoka Algonquin Healthcare must complete for the Ministry of Health's Stage 1.3 capital redevelopment submission, aimed for early 2024.

Achieving the multi-million dollar financing plan is the shared accomplishment of the Local Share Committee comprised of representatives of the Muskoka Algonquin Healthcare Board of Directors, Huntsville Hospital Foundation and South Muskoka Hospital Foundation Board of Directors, the Mayors of every municipality in Muskoka, the Chair of the District Municipality of Muskoka, and the Chair of the Almaguin Highlands Health Council (representing 10 municipal councils in the Almaguin Highlands).

Moreen Miller, Chair of the Local Share Committee and Muskoka Algonquin Healthcare Board of Directors, says the financial commitments made by all parties demonstrate the shared responsibility to the common goal to build a regionally unique, multi-site healthcare infrastructure and a strong local partnership to invest in and build a Made-in-Muskoka Healthcare system.

"Muskoka Algonquin Healthcare is delighted to reach this milestone in our work to design a made-in-Muskoka healthcare system that will serve our 4,000 square kilometre catchment in Muskoka and surrounding areas with safe, reliable access to high-quality healthcare for future generations," says Miller. "Together, we have demonstrated that the regions of Muskoka and East Parry Sound are united in one objective to invest in and build a system infrastructure that matches our unique region, the changing population, and the communities around us from Severn Bridge to Almaguin, anchored by two new, state-of-the-art acute care hospitals."

The financing plan includes the following financial commitments to achieve greater than 95% of the \$225 million local share:

- \$77.3 million from the District of Muskoka
- \$38.2 million from Muskoka Algonquin Healthcare
- \$35 million from the Huntsville Hospital Foundation
- \$35 million from the South Muskoka Hospital Foundation
- \$10 million from the Town of Bracebridge
- \$10 million from the Town of Huntsville
- \$9.5 million from the municipalities of Almaguin Highlands (East Parry Sound)
- \$1 million from the Town of Gravenhurst

The Local Share Committee has further committed to address the means for raising the remaining gap, including interest related to timing difference, within three years.

"With the Ministry of Health funding the majority of the build, we are fortunate to be leveraging an entire province's tax base to build a regionally unique, multi-site healthcare infrastructure," says Miller. "For every dollar we invest locally, we get at least three dollars from the province for our new hospitals."

Miller praised the hard work by the partners and their individual agencies to come together with a solution to the required local share financing plan.

"Every contribution to this project is respected and appreciated," says Miller. "The value of our collective investment is profound. There are undeniable economic benefits to attracting new healthcare professionals to our communities – not just to Bracebridge or Huntsville – but to Sundridge and to Gravenhurst and areas in between. When we set out to reach the local share goal, it was only a matter of how we would get there, not if. We are thrilled with this incredible progress and



momentum that shows the Ministry that Muskoka Algonquin Healthcare is positioned for its new hospitals.”

***A joint announcement of the following agencies:***



Ω.



Ω.



Ω



Ω.



## **Muskoka Algonquin Healthcare**

Huntsville Site: 705-789-2311 (tel://7057892311)

South Muskoka Site: 705-645-4404 (tel://7056454404)

Email Us at info@mahc.ca (javascript:emailContactV2('2oZHjd27v5nzYwnFPIUs0NI1QeQuAleQuAl');)

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Phone: 705-645-4404

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## **Mandatory Masking Requirements**



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

Moved By: John Wilson Date: December 19, 2023

Seconded By: Ashley Brandt Resolution # 2023-292

Be it resolved;

That the Council of the Village of Burk's Falls requests that Armour Township encourages the developer of the Health Hub concept on Commercial Drive to develop a business model concept that would identify the community groups and professional service providers that might make up the target tenant group, and

Further that the Developer develop or continue to develop a business plan concept that would help identify any possible request for municipal subsidy or contribution to the build or for the initial outfitting of the building and,

Further that the business plan be developed to help identify any anticipated need for ongoing municipal support to offset the operating costs of the services provided by any of the target tenant group(s) and,

Further that this resolution be sent to all member municipalities of the Almaguin Highlands Health Council for their consideration.

Recorded Vote requested by: \_\_\_\_\_

Ryan Baptiste	for / opposed
Ashley Brandt	for / opposed
Sean Cotton	for / opposed
John Wilson	for / opposed
Chris Hope	for / opposed

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Carried</u>	<u>Defeated</u>	<u>Deferred</u>

Pecuniary Interest declared by:

\_\_\_\_\_  
\_\_\_\_\_

  
\_\_\_\_\_  
Mayor



## WINTERFEST Committee

December 14, 2023

To: Township of Armour Council Members

Dear Council Members:

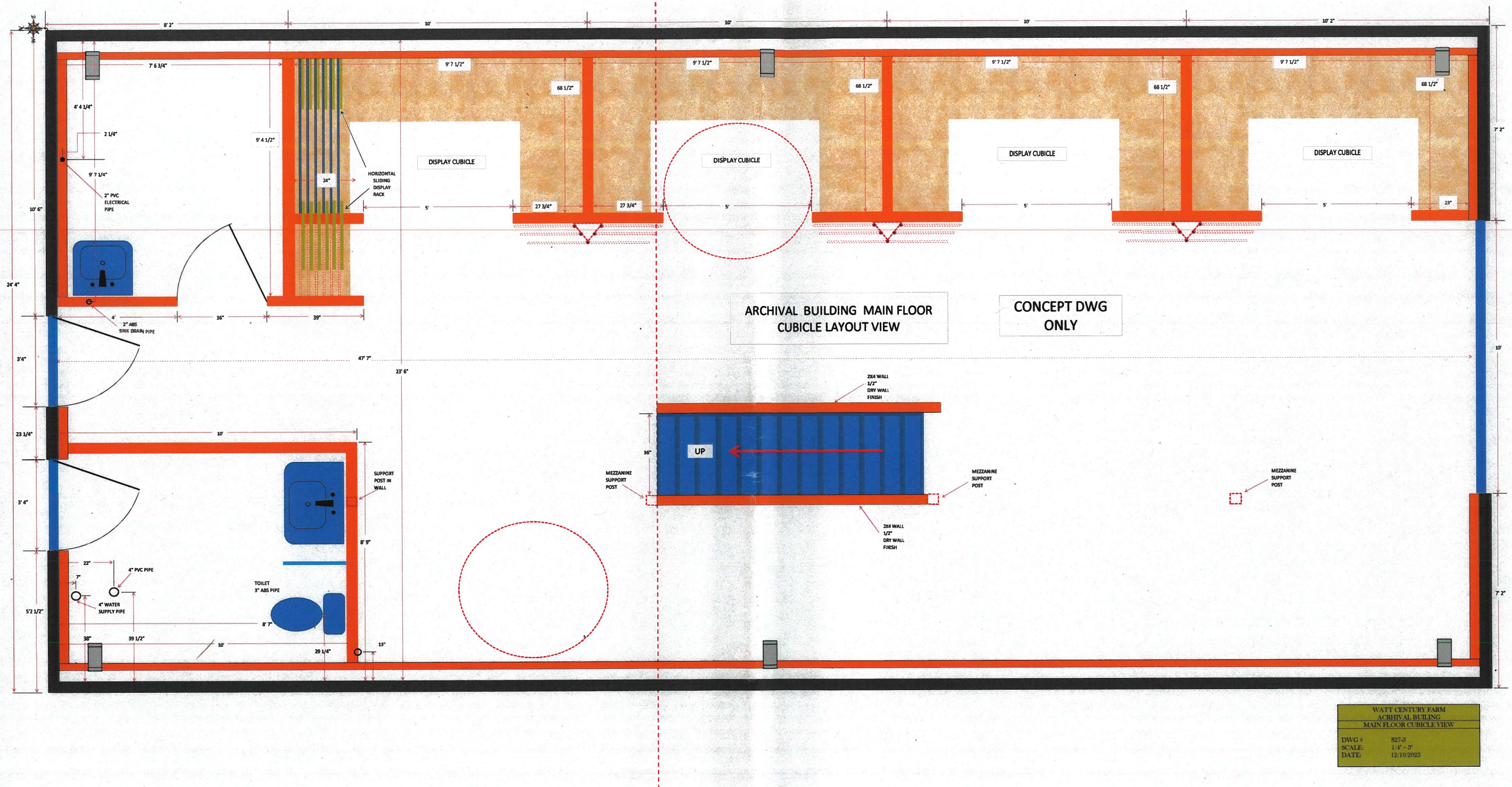
The Armour, Ryerson & Burk's Falls Winterfest Committee is preparing for the 27<sup>th</sup> Annual Winterfest to be held on January 20 & 21, 2024. Every year our committee hosts a series of fun family activities including bowling, dancing, outdoor games, and indoor entertainment.

We are reaching out to inquire if the Township of Armour would be willing to cover our insurance and consider our Winterfest a "Significant Community Event". The Committee is grateful that Council and Office Staff continue to support the Winterfest year after year.

Sincerely,  
Danika McCann and Committee

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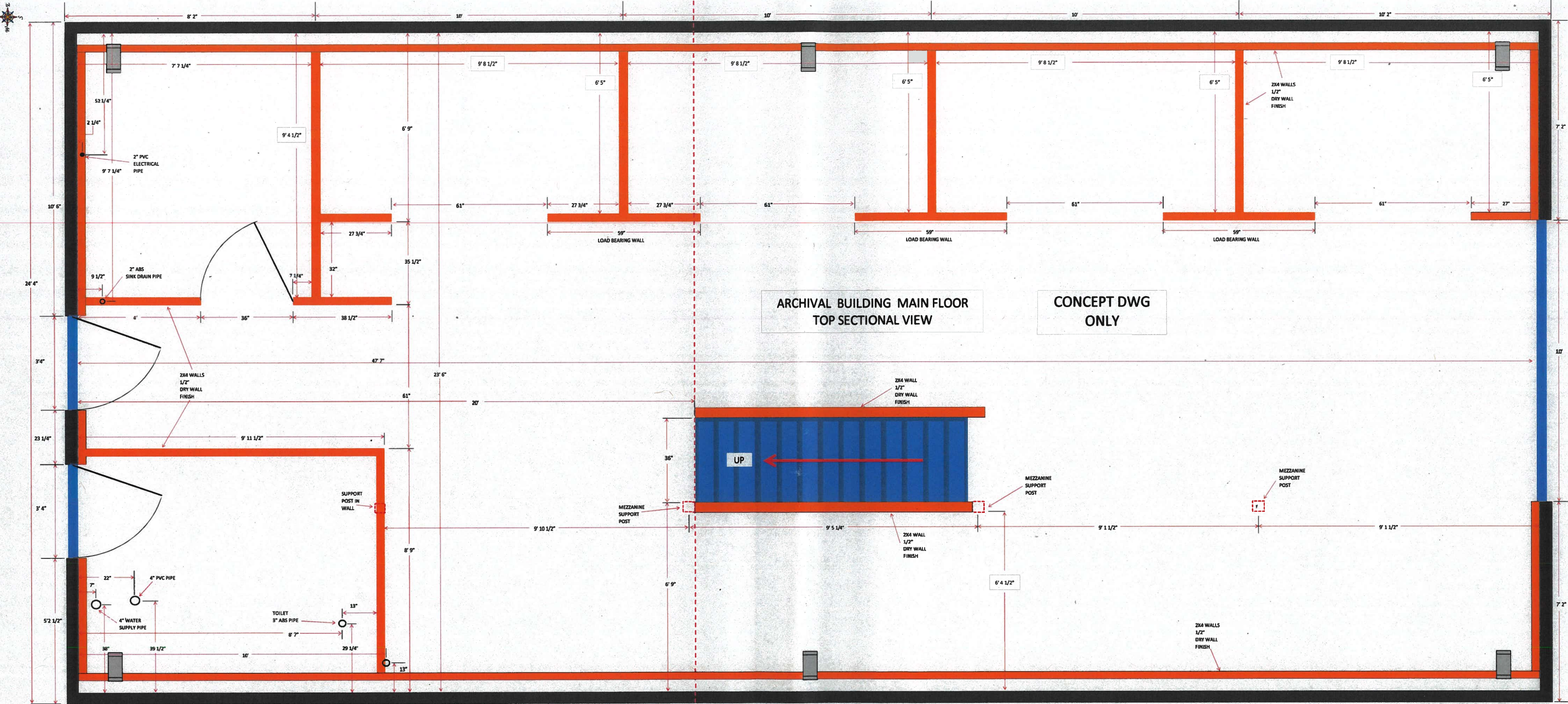


ARCHIVAL BUILDING MAIN FLOOR  
CUBICLE LAYOUT VIEW

CONCEPT DWG  
ONLY

WATT CENTURY FARM ARCHIVAL BUILDING MAIN FLOOR CUBICLE VIEW	
DWG #	827-3
SCALE:	1/4" = 3'
DATE:	12/10/2023





ARCHIVAL BUILDING MAIN FLOOR  
TOP SECTIONAL VIEW

CONCEPT DWG  
ONLY

WATT CENTURY FARM	
ARCHIVAL BUILDING	
MAIN FLOOR DETAILED FLOOR PLAN	
DWG #	827-4
SCALE:	1/4" = 3'
DATE:	12/10/2023





WATT CENTURY FARM	
ACRHVAL BUILDING	
MAIN FLOOR SOUTH WALL VIEW	
DWG #	827-8
SCALE:	1/4" = 3'
DATE:	12/10/2023

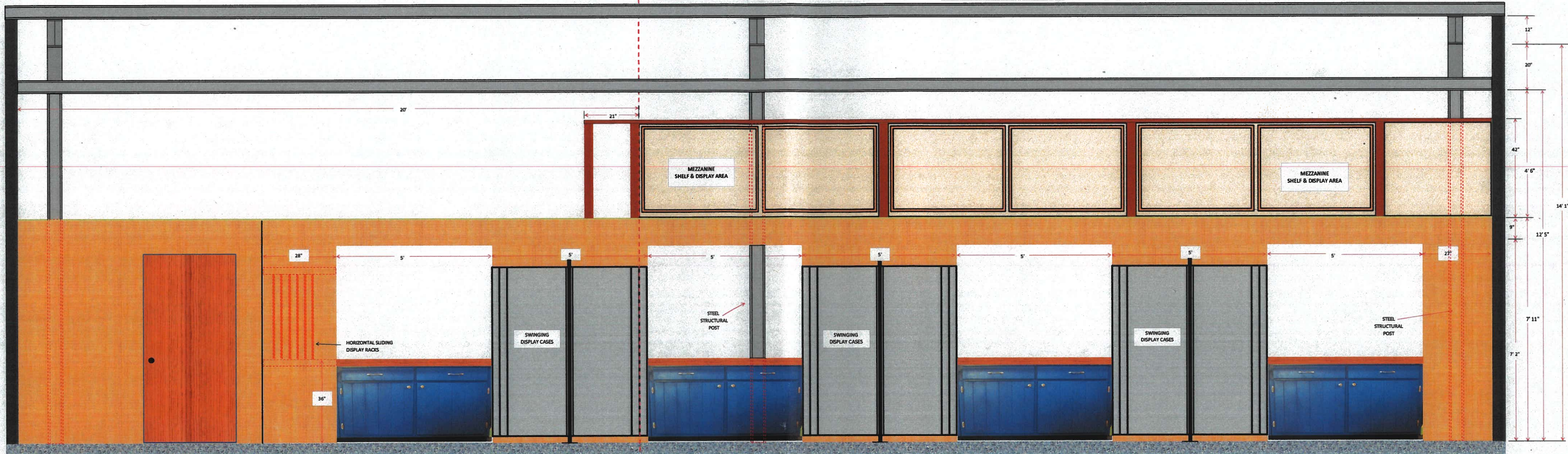






ARCHILAL BUILDING EAST WALL  
SECTIONAL VIEW

**CONCEPT DWG  
ONLY**



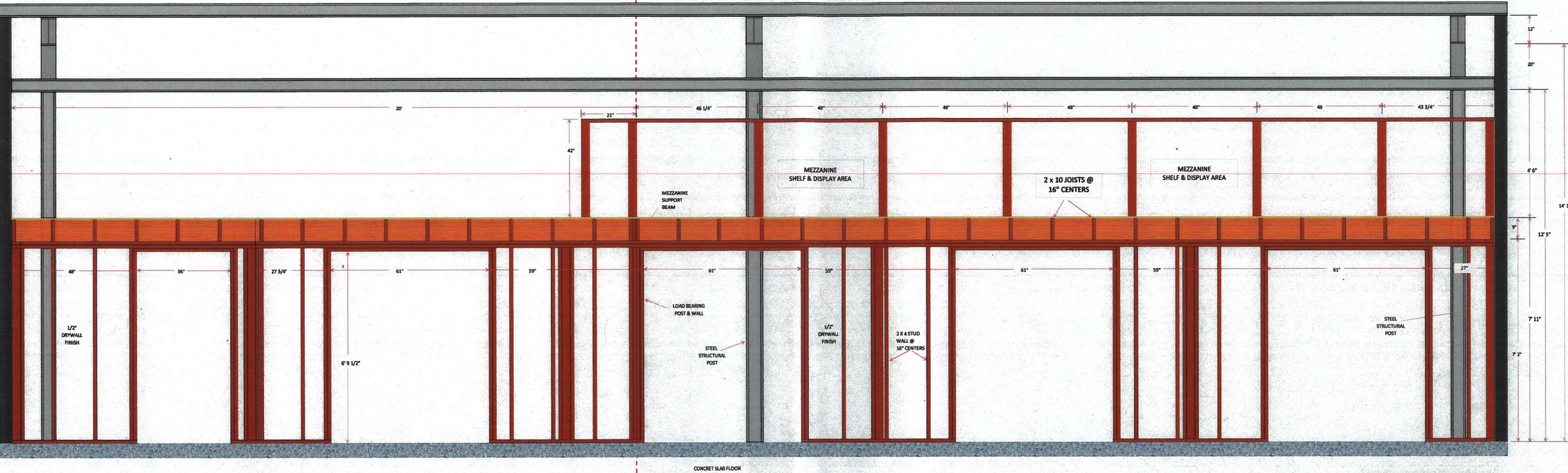
CONCRETE SLAB FLOOR

WATT CENTURY FARM ACRIVAL BUILDING EAST WALL SECTIONAL VIEW	
DWG #	827-5
SCALE:	1/4" = 3'
DATE:	12/10/2023



ARCHILAL BUILDING EAST WALL  
SECTIONAL VIEW

CONCEPT DWG  
ONLY

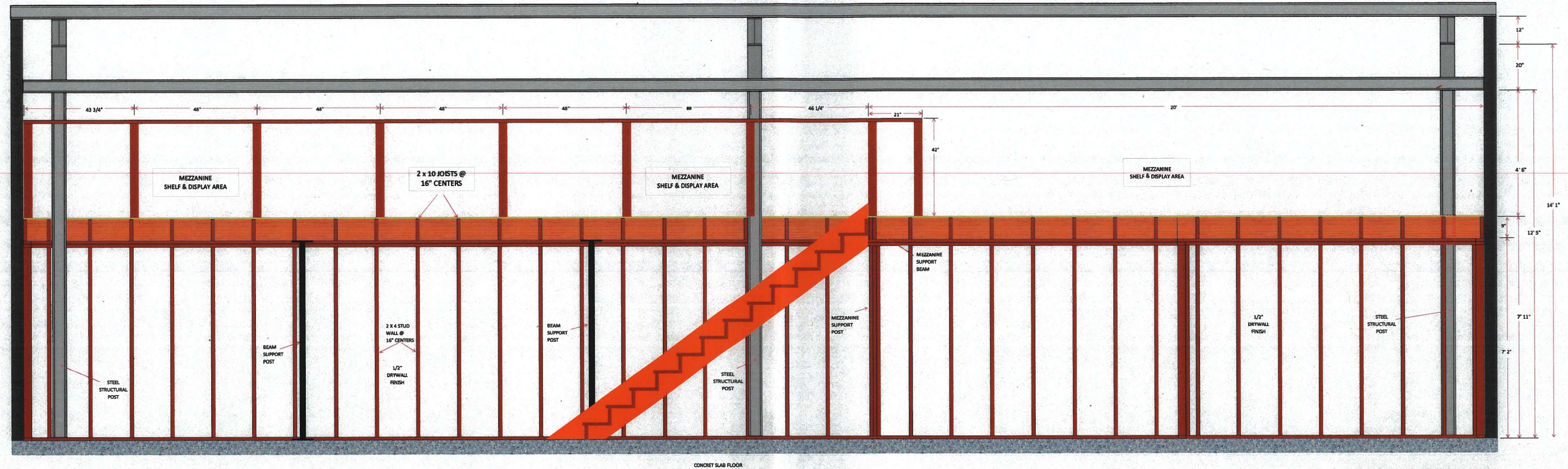


WATF CENTURY FARM	
ARCHILAL BUILDING	
EAST WALL SECTIONAL VIEW	
DWG #	827-5
SCALE	1/4" = 3'
DATE	12/10/2023



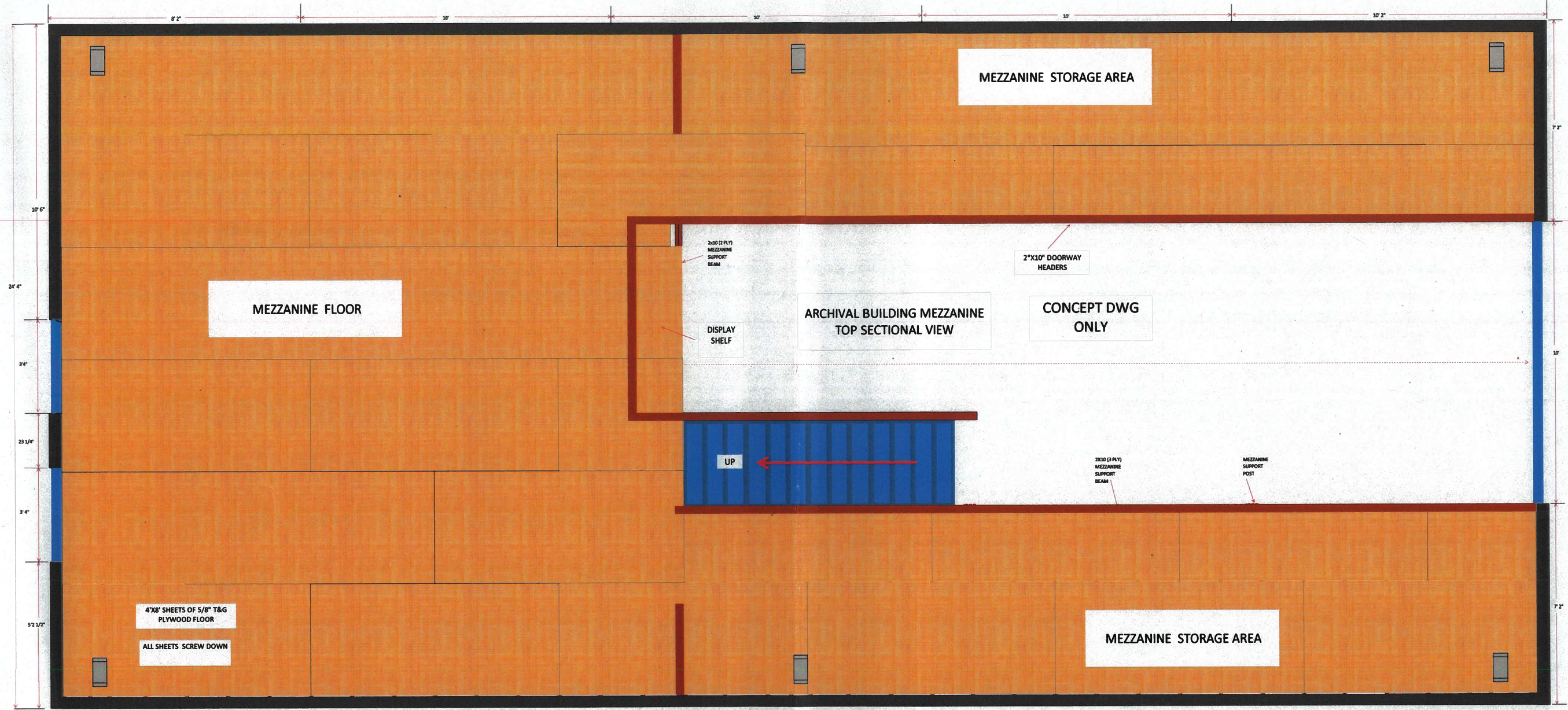
ARCHILAL BUILDING EAST WALL  
SECTIONAL VIEW

CONCEPT DWG  
ONLY



WATT CENTURY FARM ARCHILAL BUILDING WEST WALL SECTIONAL VIEW	
DWG #	827-5
SCALE	1/4" = 3'
DATE	12/10/2023





MEZZANINE FLOOR

MEZZANINE STORAGE AREA

ARCHIVAL BUILDING MEZZANINE  
TOP SECTIONAL VIEW

CONCEPT DWG  
ONLY

2x10 (3 PLY)  
MEZZANINE  
SUPPORT  
BEAM  
  
DISPLAY  
SHELF

2"x10" DOORWAY  
HEADERS

UP

2x10 (3 PLY)  
MEZZANINE  
SUPPORT  
BEAM

MEZZANINE  
SUPPORT  
POST

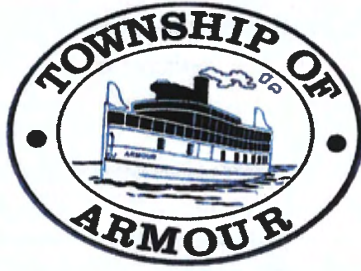
4'x8' SHEETS OF 5/8" T&G  
PLYWOOD FLOOR

ALL SHEETS SCREW DOWN

MEZZANINE STORAGE AREA

WATT CENTURY FARM ARCHIVAL BUILDING MEZZANINE	
DWG #	827-11
SCALE	1/4" = 3'
DATE	12/10/2023





## STAFF REPORT

**Date:** January 9, 2024  
**To:** Council  
**From:** Charlene Watt, Deputy Clerk  
**Subject:** 2024 Doe Lake Park Washroom Contract

---

### **Recommendation:**

THAT the Staff Report from the Deputy Clerk dated January 9, 2024, regarding the 2024 Doe Lake Park washroom contract be received and that the Council of the Township of Armour exempt the Doe Lake Park washroom contract from the requirement of obtaining three quotes and award the 2024 Doe Lake Park Washroom Cleaning and Maintenance Contract to Klink Enterprises for a contract price of \$7,440.00 plus HST.

### **History:**

Klink Enterprises (Jill Latendre Langerud) has fulfilled the Doe Lake Park washroom contract since 2014. Since that time, Klink Enterprises has done an excellent job of opening/closing and maintaining the washrooms. They advise us whenever there is a problem and give us a solution to the problem.

At the end of the year, they give us a report on what they believe should be done for the next year.

For 2024 Klink Enterprises is offering to do the Doe Lake Park washroom contract for \$7,440 plus HST. This is a \$860 increase for the whole contract for 2024.

Since this service is difficult to contract to obtain bids on and since they are doing an excellent job, I would recommend that we renew their contract for 2024.

### **Financial Considerations**

The contract is increasing by a total of \$860 plus HST.

### **Others Consulted:**

John Theriault, Clerk-Treasurer/Administrator

### **Attachments:**

Proposal for 2024 contract





**Date:** January 4, 2024

**For:** Township Of Armour

**56 Ontario St.**

**1-705-382-3332**

HST # 11020 0896 RT0001

Total:	\$	8,407.20
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## SERVING THE MUSKOKA-PARRY SOUND AREA FOR OVER 40 YEARS