

Township of McMurrich/Monteith
Regular Council Meeting - Agenda
Tuesday, January 16, 2024 – 7:00pm

Meeting to be held inside Municipal Office Building

1. Call to Order:
2. Declaration of pecuniary interest:
3. Unfinished Business Carried Forward:
 - 3.1 Buck Lake Subdivision (Con 2, Lot 9 + Pt Lot 10) – request approval of turnaround design
4. Delegations:
 - 4.1 Almaguin Highlands Economic Development (ACED) – Activity Updates + request to join
5. Presentations:
 - 5.1 Gary Courtice – Regional Fire Training Officer – presentation on training program
6. Staff Reports:
 - 6.1. Public Works: written report
 - 6.2 Fire Dept: written report,
 - 6.3 Admin: written report
7. Adoption of Council & Committee minutes & receiving local board minutes
 - 7.1 Council Meeting Minutes – December 5 and 19, 2023
8. By-laws:
 - 8.1 -2024 - Confirmation of Council Meetings – December 5 and 19, 2023
 - 8.2 -2024 – 2024 Interim Tax Levy
 - 8.3 -2024 – 2024 Tax Ratios
 - 8.4 -2024 - draft Boundary Road Agreement – Twp of Ryerson
9. Notice of Motions:

None
10. Correspondence:
 - 10.1 Ministry of Agriculture, Food and Rural Affairs – Rural Economic Development (RED) program
 - 10.2 Twp of Perry – 2 resolutions – live burn building shared project + regional fire department meeting
 - 10.3 Belvedere Heights – 2024 Municipal Levy
 - 10.4 MPAC – 2024 Municipal Levy
 - 10.5 NBPS District Health Unit – 2024 Municipal Levy
 - 10.6 DPS Municipal Association – Meeting Minutes – December 13, 2023
 - 10.7 Village of Burk's Falls – Resolution – Health Hub

10.8 AH Health Centre – Meeting Minutes – Dec 7, 2023 + Jan 4, 2024

10.9 Twp of Clearview – Cemetery Transfer/Abandonment Administration + Management Support

11. Council Reports:

12. Closed Session: Section 239 (2) (d) Labour relations or employee negotiations (HR matters)

13. Council Concerns:

14. Dates to Remember:

Special Council Meeting – Council Training with Fred Dean – Wednesday, January 17th

– 10am

Recreation Committee – Thursday, January 18th – 7pm

Strategic Plan Committee – Monday, January 22nd – 7pm

Ad-Hoc Landfill Committee – Thursday, February 15th – 7pm

Special Council Meeting – Friday, January 26th – 10am

Regular Council Meeting – Tuesday, February 6th – 7pm

Sprucedale Winter Carnival – Sunday, February 18th

15. Adjournment:



VEHICLE CODE	VEHICLE TYPE	OVER ALL LENGTH	OVER ALL WIDTH	MIN. TURNING RADIUS
SU-9	SINGLE UNIT TRUCK OR BUS	9.1m	2.6m	12.8m

NOTES:
TURNING MOVEMENTS ARE BASED ON TRANSPORTATION ASSOCIATION OF CANADA (TAC) MANUAL SECTION FOR DESIGN VEHICLE DIMENSIONS FOR GEOMETRIC DESIGN TABLES 2.2 AND 2.3.



3.1

1756508 Ontario Inc. C/O
DUKE ENGINEERING
48 King William Street - Unit 4
Huntsville, Ontario
P1H 1G3
P. 705.787.0007
info@dukeengineering.ca

NO.	REVISION	DATE	BY	CHKD.
1	ISSUED	DEC 1, 2023		
2	REVISED	DEC 1, 2023		
3	REVISED	DEC 1, 2023		
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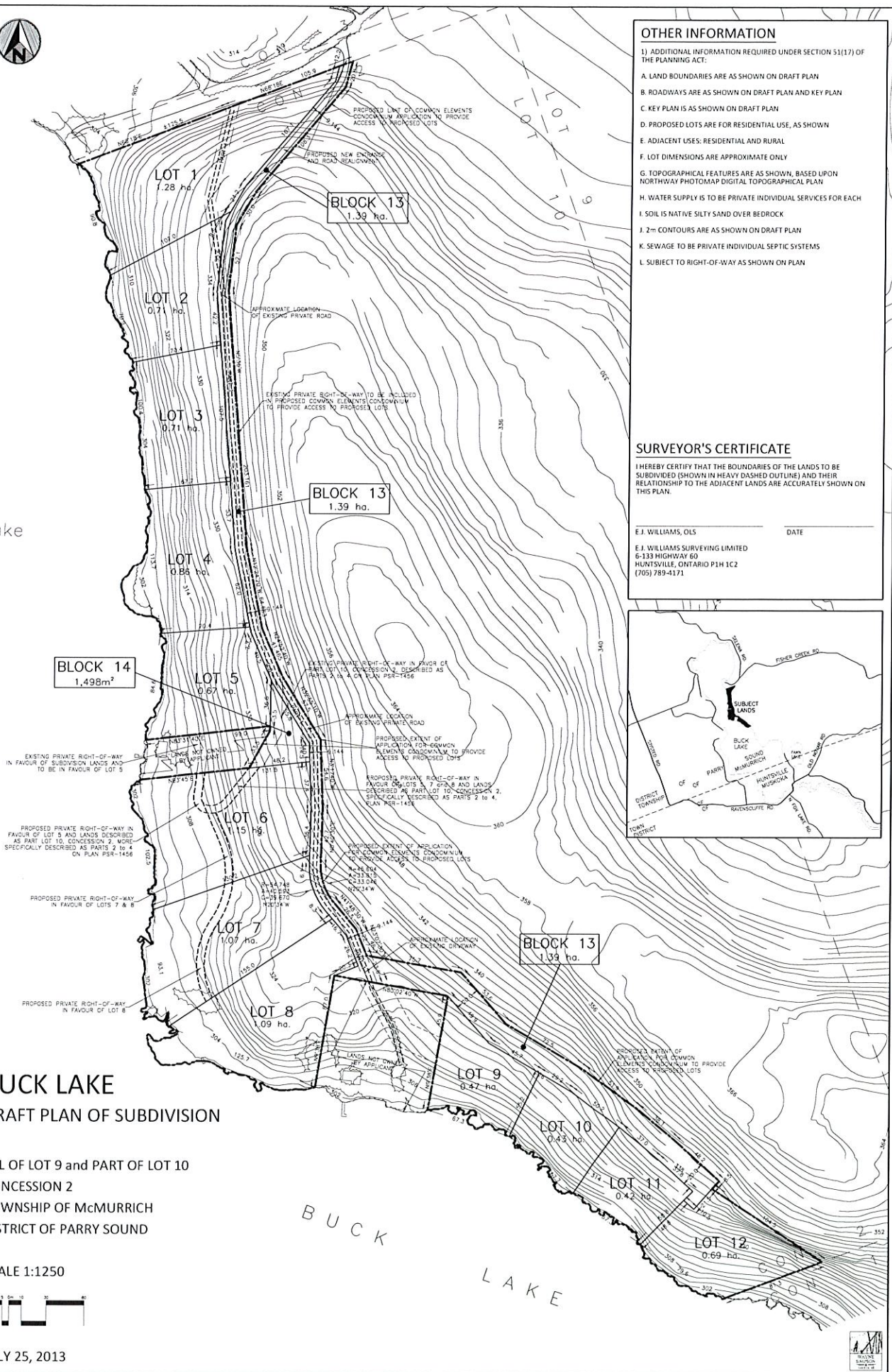
TOWNSHIP OF
McMURRICH/MONTIETH

BUCK LAKE DEVELOPMENT
PART OF LOT 10, CON 2
TOWNSHIP OF McMURRICH/MONTIETH
DISTRICT OF PARRY SOUND

(SU-9) SINGLE UNIT TRUCK
OR BUS
TEE TURNING MOVEMENT

DRAFT/WORKING DRAWING
FOR REVIEW/PRICING -
NOT FOR PERMIT OR
CONSTRUCTION DEC-1-2023

Date:	DEC 2023
Project No.:	15-12-01
Drawn By:	TL
Checked By:	DO
Reviewed By:	DO
Scale:	As Shown
Drawing No.:	TM-1



OTHER INFORMATION

- 1) ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT:
 - A. LAND BOUNDARIES ARE AS SHOWN ON DRAFT PLAN
 - B. ROADWAYS ARE AS SHOWN ON DRAFT PLAN AND KEY PLAN
 - C. KEY PLAN IS AS SHOWN ON DRAFT PLAN
 - D. PROPOSED LOTS ARE FOR RESIDENTIAL USE, AS SHOWN
 - E. ADJACENT USES: RESIDENTIAL AND RURAL
 - F. LOT DIMENSIONS ARE APPROXIMATE ONLY
 - G. TOPOGRAPHICAL FEATURES ARE AS SHOWN, BASED UPON NORTHWAY PHOTOMAP DIGITAL TOPOGRAPHICAL PLAN
 - H. WATER SUPPLY IS TO BE PRIVATE INDIVIDUAL SERVICES FOR EACH
 - I. SOIL IS NATIVE SILTY SAND OVER BEDROCK
 - J. 2m CONTOURS ARE AS SHOWN ON DRAFT PLAN
 - K. SEWAGE TO BE PRIVATE INDIVIDUAL SEPTIC SYSTEMS
 - L. SUBJECT TO RIGHT-OF-WAY AS SHOWN ON PLAN

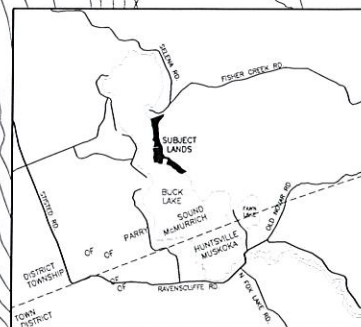
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED (SHOWN IN HEAVY DASHED OUTLINE) AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY SHOWN ON THIS PLAN.

E.J. WILLIAMS, OLS

DATE

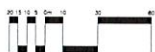
E.J. WILLIAMS SURVEYING LIMITED
6-133 HIGHWAY 60
HUNTSVILLE, ONTARIO P1H 1C2
(705) 789-4171



BUCK LAKE DRAFT PLAN OF SUBDIVISION

ALL OF LOT 9 and PART OF LOT 10
CONCESSION 2
TOWNSHIP OF McMURRICH
DISTRICT OF PARRY SOUND

SCALE 1:1250



JULY 25, 2013



4.1

“SCHEDULE D” TO BY-LAW 17-2021

Request for Delegation

Township of McMurrich/Monteith

At a Council Meeting to be held on January 16, 2024

Name of Individual (s): Wendy Whitwell

Name of Organization: Almaguin Community Economic Development

Your title or interest in the group? Chair

Have you appeared before Council in the past regarding this issue? ☐ Yes ☒ No ☐ No

Address: 56 Ontario Street, Burk's Falls, ON

email: wwhitwell@armourtownship.ca

Contact Phone #: 705-382-3332 |

Reason for requesting Delegation (Max 10 minutes):

The ACED Board is requesting a delegation to discuss the benefits of ACED
and to reinforce the value of regional partners working together to deliver
economic development services throughout the region.

A one page ACED Highlights Page will be provided prior to the meeting. (attach additional pages as necessary)

What action are you hoping to receive from Council?

The ACED Board's goal is to encourage that all municipalities in Almaguin join
ACED and partner towards the development of the regional economy.

(attach additional pages as necessary)

Note: DELEGATES ARE REQUESTED TO PROVIDE 7 COPIES OF ALL BACKGROUND MATERIAL/PRESENTATIONS TO THE CLERK'S OFFICE BY NOON, BEING AT LEAST ONE WEEK PRIOR TO THE COUNCIL MEETING. ONCE THE ABOVE INFORMATION IS RECEIVED BY THE CLERK, YOU WILL BE CONTACTED TO CONFIRM YOUR PLACEMENT ON THE APPROPRIATE AGENDA. THANK YOU.

ALL INCOMPLETE DELEGATION SUBMISSIONS WILL BE RETURNED TO THE REQUESTER AND WILL NOT BE PLACED ON THE AGENDA UNTIL COMPLETED TO THE SATISFACTION OF THE CLERK.

All presentations are granted 10 minutes. For groups of 5 or more, 2 speakers will be allowed and allotted 7 minutes each to speak.

Communications addressed to Council and its Advisory Committees will become part of the public record and will be placed on a public agenda.

Anonymous communications sent to Council or to its Committees will NOT be accepted.

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

SIGNATURE: _____

DATE: January 9, 2024



2019 - 2023 DEPARTMENTAL KEY CONSIDERATIONS



ACED represents the first regionally focused, collaborative economic development services department in Almaguin.



Approximately \$9.4M has been invested in to economic development led projects and operations since 2014. 64% represents senior level government & partner contributions through grants.



ACED promotes regionally inclusive and collaborative action that reduces duplicated efforts, lowers shared costs, and delivers shared benefits to all partners. IE: More partners = less costs + shared value.



One department + three specialized staff members + shared direction from all member municipalities = maximum efficiency



ACED is integrated into the network of support agencies that helps communities and businesses achieve their goals.

Canada



Federal Economic Development
Agency for Northern Ontario

Agence fédérale de développement
économique pour le Nord de l'Ontario

Ontario



The Labour Market Group
Guiding partners to workforce solutions.

tbc the business centre
NIPISSING PARRY SOUND

iion Innovation Initiatives
Ontario North

NORTH BAY & AREA
Rural and Northern Immigration Pilot

EXPLORERS'
EDGE
Nature's Adventure

Women's Own
Resource Centre

Discovery Routes
There's no end to our trails

Almaguin
Highlands
CHAMBER
OF COMMERCE

EMPLOYMENT
NORTH



Major focus areas for the ACED Department include:



Business support and development



Community development support



Economic development & strategy



Regional marketing, promotion,
and tourism support



Approved special events & projects

A copy of the 2024-2027 ACED budget and projections has been included in the deputation package. Should municipalities wish to join ACED in 2024, contribution amounts will be calculated using the current contribution formula.

Current operational supports include:

FedNor CIINO @ \$400 000 over 3 years, NOHFC Internship until June 2024

BUSINESS GROWTH & DEVELOPMENT HIGHLIGHTS



590

Total Business Interactions



\$12.7M

Known private sector investment supported*

80 jobs created*

80 jobs maintained*

17 workshops/events*

817 participants (business/individual)

SIGNATURE & SPECIAL BUSINESS SUPPORT PROGRAM HIGHLIGHTS

2020 COVID-19 Support Programing

PPE & Marketing
Micro Grants

45 Businesses approved
\$25K Disbursed

Almaguin Delivers

18 Businesses engaged
590 Deliveries supported
\$5K Disbursed

Digital Main Street

130 Businesses Opted-In
458 Support Interactions
22 Grants Awarded

BR&E Results

530 Businesses Contacted
88 Interviews Completed
44 Green Flags

Almaguin Chamber

20% Growth over 2023
5 Community Guides Supported

Almaguin Ambassador Program 2022-2023



Ambassadors Onboarded



Almaguin Marketing Partnership Funds Disbursed

Staycation in Almaguin 2021



128 Business Promoted



\$37K Invested in local businesses



120 Events hosted

COMMUNITY & REGIONAL PROJECTS HIGHLIGHTS



Positions created and funded



Strategies developed/ supported



Community facilities projects supported



Total project funding secured

Carpool Almaguin



Carpool Lots



6 Marketing Efforts

AHSS Engagement



Student Surveys Completed



Students Accepted into Summer Company Program

MARKETING HIGHLIGHTS



\$351K in partner funds for Spotlight Almaguin Project



ExploreAlmaguin.ca launched
Growing regional digital presence



-44 unique content articles & videos hosted
-16% year over year audience growth
-Present on Facebook, Instagram, TikTok, and YouTube



-10 Shop Local Campaigns hosted over the 5 years
2023 -81 Businesses Supported
-6,000+ Participants

2024 Budget Sheets - Actuals as of December 31st, 2023

Regional Economic Development

Operating Budget - Page 1

GL Number	Description	2023 Actual	2023 Budgeted	2024 Department Estimate 8 partners	2025 Department Estimate 8 partners	2026 Department Estimate 8 partners	2027 Department Estimate 8 partners	Notes
	Revenues							
15-370-000	Municipal & Chamber Contributions							
	Armour	(\$16,837.50)	(\$22,450)	(\$36,851)	(\$41,192)	(\$43,571)	(\$73,480)	
	Burk's Falls	(\$11,480.25)	(\$15,307)	(\$21,181)	(\$22,988)	(\$23,979)	(\$36,433)	
	Joly	(\$5,277.75)	(\$7,037)	(\$9,494)	(\$10,221)	(\$10,619)	(\$15,625)	
	Perry	(\$21,618.75)	(\$28,825)	(\$50,615)	(\$57,180)	(\$60,778)	(\$106,018)	
	Ryerson	(\$12,198.75)	(\$16,265)	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,000)	
	South River	(\$11,543.25)	(\$15,391)	(\$21,503)	(\$23,362)	(\$24,381)	(\$37,194)	
	Strong	(\$15,858.75)	(\$21,145)	(\$33,885)	(\$37,746)	(\$39,862)	(\$66,468)	
	Sundridge	(\$15,310.00)	(\$15,310)	(\$21,287)	(\$23,111)	(\$24,110)	(\$36,682)	
	Kearney	\$0	\$0	\$0	\$0	\$0	\$0	See Note 1
	McMurrich/Monteith	\$0	\$0	\$0	\$0	\$0	\$0	See Note 1
	Chamber of Commerce	(\$7,500.00)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	(\$10,000)	
	Total Municipal & Chamber Contribution	(\$117,625.00)	(\$151,730)	(\$209,816)	(\$230,800)	(\$242,300)	(\$386,900)	
15-370-005	Events contributions	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-370-008	Staycation contributions	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-000	CIINO Funding	(\$84,615.00)	(\$89,585)	(\$133,000)	(\$133,000)	(\$133,000)		See Note 2
15-371-002	FedNor - Harvest Spin/Staycation	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-003	FedNor - Implement Brand Strategy	(\$24,461.00)	(\$49,978)	(\$21,702)	\$0	\$0	\$0	
15-371-005	OBIAA Funding - Intern	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-007	NECO - Staycation Program	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-371-008	NECO - Regional Relief & Recovery	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-000	NOHFC Funding - Intern	\$0.00	\$0	(\$13,500)	\$0	\$0	\$0	See Note 3
15-372-001	NOHFC - Almaguin Harvest Spin	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-002	NOHFC - Almaguin Brand Strategy	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-372-003	RED - Implement Brand Strategy	(\$29,611.99)	(\$69,088)	(\$30,000)	\$0	\$0	\$0	
15-373-001	MHSTIC - Reconnect Grant	\$0.00	\$0	\$0	\$0	\$0	\$0	
15-377-000	From (to) Surplus - ACED	\$0.00	(\$39,247)	\$0	\$0	\$0	\$0	
	Total Regional Economic Development revenues	(\$256,312.99)	(\$399,628)	(\$408,018)	(\$363,800)	(\$375,300)	(\$386,900)	

2024 Budget Sheets - Actuals as of December 31st, 2023
Regional Economic Development
Operating Budget - Page 2

GL Number	Description	2023 Actual	2023 Budgeted	2024 Department Estimate 8 partners	2025 Department Estimate 8 partners	2026 Department Estimate 8 partners	2027 Department Estimate 8 partners		
	Expenditures								
16-801-000	Salaries & Benefits	\$203,519.53	\$218,750	\$305,315	\$320,000	\$330,000	\$340,000	See note 4	
16-804-001	Office Supplies	\$2,786.20	\$3,000	\$3,000	\$3,100	\$3,200	\$3,300		
16-804-002	Signage	\$111.43	\$2,000	\$2,000	\$2,000	\$2,100	\$2,200	See note 5	
16-804-005	Audit & Accountant Fees	\$0.00	\$4,500	\$4,500	\$4,600	\$4,800	\$5,000		
16-804-007	Legal Fees	\$0.00	\$0	\$0	\$0	\$0	\$0		
16-804-010	Advertising & Promotion	\$2,402.36	\$4,500	\$4,500	\$4,600	\$4,800	\$5,000		
16-804-020	Telephone	\$1,535.21	\$2,500	\$2,500	\$2,600	\$2,600	\$2,700		
16-804-025	Website	\$0.00	\$2,000	\$2,000	\$2,000	\$2,100	\$2,200	See note 5	
16-804-030	Events & Seminars	\$3,651.98	\$4,000	\$4,000	\$4,100	\$4,200	\$4,400		
16-804-040	Training & Workshops	\$3,681.39	\$4,000	\$5,000	\$5,100	\$5,300	\$5,500	See note 6	
16-804-050	Travel	\$5,204.01	\$6,000	\$6,000	\$6,200	\$6,400	\$6,600		
16-804-065	Regional Projects	\$6,467.48	\$10,203	\$9,203	\$9,500	\$9,800	\$10,000		
16-804-066	Implement Almaguin Brand Strategy	\$89,655.48	\$138,175	\$60,000	\$0	\$0	\$0	See note 7	
16-804-070	Transfer to EDC Reserve	\$0.00	\$0	\$0	\$0	\$0	\$0		
16-804-071	Stacycation Program	\$0.00	\$0	\$0	\$0	\$0	\$0		
Total Regional Economic Development expenditures		\$319,015.07	\$399,628	\$408,018	\$363,800	\$375,300	\$386,900		
Total Regional Economic Development		\$62,702.08	\$0	\$0	\$0	\$0	\$0		

Notes:

- Note 1 Contributions will be added if the municipality joins.
- Note 2 FedNor grant should be completed by the end of 2026.
- Note 3 The current internship agreement is in place until June, 2024.
- Note 4 Reflects total salaries and benefits of 3 employees.
- Note 5 This amounts is budgeted in case emergency support/work was required throughout the year.
- Note 6 Increased to accommodate price increases for conference attendance; reallocated from 16-804-065
- Note 7 Total does not reflect committed amounts (consultant services, etc). Some grant funds have been pushed to Jan/Feb 2024.



Firefighter Training Services

Jun 16
2024
S.I

DATE: 24/01/16
TO: Cheryl Marshall
SUBJECT: Update on Regional Training

I will introduce myself and give a description of where and why the single department multi-station idea started. Here are some of the topics I will be updating your council on as well as any other questions they may have.

Certification:

- Timelines and Process and our end goal

Academic Standards & Evaluations Testing:

- The schedule and where we are now.

Specialty Training & Equipment Purchases:

- Recruitment & Training (timelines and retention)
- Live Fire (our shared training unit)
- Pumper Operations
- Officer Development
- Water/Ice Rescue

Promotional Routine:

- The process and rationale behind it.

Senior Officer Meetings:

- What they produce and their importance.

Alarm Response

- How it has improved the safety of our firefighters and the value to our customers.

If you have any questions, please contact me.

Thank you,

Gary Courtice

memorandum



TOWNSHIP OF McMURRICH / MONTEITH

District of Parry Sound
P.O. Box 70 31 William Street
Sprucedale, Ont. P0A 1Y0
Phone 705-685-7901 Fax 705-685-7393
www.mcmurrichmonteith.com

STAFF REPORT

Jan 16
2024
b.i

Date: January 16th, 2024

To: Members of Council

Staff contact: Trevor James, Public Works Working Superintendent

Good evening, Mayor and fellow councillors.

In this report, I'd like to acknowledge that we are finally getting back to sanding and plowing, not a whole lot, but starting to look more like a normal winter.

We had quite a nice break there for a while and because we didn't have any snow at the time to plow or needed to sand the roads, we actually were able to get the grader out and grade some of the roads up to try and help with the potholes which worked pretty well.

I am pleased to announce that our 1971 wheel loader engine is finally rebuilt back up and running.

Also am wondering if Council can make a decision on sending the grader to Sudbury to be repaired. The estimate roughly is somewhere between 30 and \$50,000 to do the work; or we look at purchasing the new one. If we are going to send the old one out it needs to be sent out before February 1st because they are going to have it for a month and I need it back for March. So hopefully we can come up with a decision fairly quickly on that matter.

I would also like to know if an approval could be made, sooner than doing the budget, to purchase the roller for the grader which is roughly \$25 to \$35,000. I won't really know until we put the tender out but I would like to get that done and have the tender put out before the end of February so that we have it for the spring.

We also looked into buying what they call a "hot box" to do the asphalt and potholes to help us in the spring. We found out that the cost to purchase is roughly \$35-\$45,000 so we are building one ourselves for way less and we will be happy to show all of you once it is complete.

I am also pleased that we have not had one complaint all winter so far about the roads and we have had many compliments about the work that we are doing so I'm very pleased with the effort of myself and my team.

Lastly, grant applications to hire multiple students have been submitted as the deadlines were earlier this month.

Thanks, Trevor



McMurrich-Monteith Fire Department
31 William St. Sprucedale Ont.

Jan 16
2024
b.2

Fire Chief's Report December 2023

November 29th to December 31st, 2023 has seen a total of: 18 Emergency Services Calls.

15: Medical/First Response 3: Fire/Rescue

Total Emergency Services Calls

2023: 155 (88-Medical | 67- Fire/Rescue) (approximately 50% increase in 2023)

2022: 102 (62-Medical | 40- Fire/Rescue)

Fire Rating

November 29th – December 31st, 2023 – NA

General Information

On December 14th Enbridge Gas representative and Manager of Operations, Johanna Gomez, came to the station for the official media launch of the presentation of the \$5000.00 grant for Project Assist for purchasing training manuals. Councillor O'Halloran and four of the department members also attended the press release that day.

Correspondence has been received from Perry Township, in regards to the request of 2 resolutions from Council:

The first resolution is to request councils' commitment of \$20,000 to the construction of the new Live Fire Training unit in Perry Township. It will be used by the 5 Stations for regular training and for the mandatory Live Fire portion of certification. The request has been made as the unit was not built in 2023.

The second request is in regards to councils' interest/commitment to revisit the holding of Regional Fire Board meetings, and having representatives attend the meetings when they are held. These meetings allow for the 5 Stations to update all municipalities on the decisions and discussions that arise at the Chief's meetings and regional training. As well as report on progress being made and any large undertakings that are being considered in the future.

During the Chiefs meeting in December, it was brought to the attention of the 5 Stations, that there is an urgently required upgrade needed for the dispatch equipment at the Parry Sound dispatch center. The current radio equipment in place can no longer be repaired due to the age of the equipment. This poses a serious potential issue, that in the event of equipment failure, communications with Parry Sound ACS could be lost. This will directly affect the paging of the fire department in the event of an emergency, or possible loss of notification entirely. The Spectrum Group, who is our current provider of equipment for radio communication needs, met with us at our last Chiefs meeting in December. After conversation with them on what is required to update the equipment, they were able to provide a quote on what would be required. The quote received by the 5 stations is \$37,000.00, that normally would be split 5 ways. However, Nipissing Township has asked to be included in the purchase. There may also be additional



McMurrich-Monteith Fire Department
31 William St. Sprucedale Ont.

departments joining in on the purchase, as they are having to find alternate dispatching services due to changes in their respective areas. Our current share of the joint purchase is approximately \$6,000.00, but may be less depending on how many other departments join in on the purchase. I will keep council advised as we continue to determine a time line and number of departments that will be involved in the end. At this time, I would like to request councils' commitment to be part of the joint purchase for the upgrades.

On December 20th the new Municipal Emergency Control Group (EMCG) met for the first time. During the meeting, members took part in training in the form of a scenario-based emergency. As well there was discussion on verifying outside non-government agencies contact information and what would constitute an emergency. Also, when the EMCG should be notified of a potential emergency. There was also discussion on what the best way of notifying the general public in case of an emergency. Currently the only way of notifying people is through social media and radio. It was suggested that the Code Red Notification program would be worth revisiting in the near future. The group will meet again in late spring/early summer of 2024, to run through another exercise, and have further discussion on the aforementioned points.

Personnel

- We are pleased to welcome back John Richens to the department as a medical responder. John will be an asset to the station, as he will be available for most daytime calls, when we often find ourselves short on responders.
(There are still have 2 vacant positions to fill in the station)

Training

- This months' Medical Practice focused on Immobilization of Patients for Transport.
- This months' fire practice focused on Downed Firefighter/Patient Rescue and Forcible Entry.

Equipment

- Squad truck 410 has developed an issue in the rear drive section of the truck, causing a severe shaking sensation when turning. The truck will be taken in to be looked at for repairs as soon as possible.
- It is expected that in 2024, legislation will be passed that firefighters will require particulate blocking balaclavas, to reduce the risk of occupational cancer. The current price of 1 balaclava is approximately \$180/ea., as opposed to \$60/ea. for the current ones in use. I am however in discussions with our PPE providers to see what all of the options are, before purchasing, to try and lower the initial cost of the change.

Fire Chief: John Ross

AMCTO Training Opportunity:

The Township of McKellar + District of Parry Sound Municipal Association have organized a training session on Parliamentary Procedures through AMCTO and has offered it to all municipalities in the District of Parry Sound. The date of the training is April 12, 2024. All admin staff would like to take advantage of this opportunity. A resolution is prepared for Council consideration to close the office Friday, April 12th.

Cashless Payment Options at Municipal Events

Staff contacted Moneris in regards to another unit at the Community Centre for Recreation Events. The support representative explained that we do not need another unit. We can use the existing one at the office over at the Community Centre for events and the Rec Committee can return the unit immediately after the event.

Bear Lake Community Safety Zone:

The application to the Ministry of Community Safety and Correctional Services for a community safety zone through Bear Lake on Highway 518 West is continuing to be worked on. Letters of support are slowly being submitted. Once the application is complete it will be submitted to Almaguin Highlands OPP for review to be forwarded on.

Hearing Loop:

Quotes have been received for the Hearing Loop hearing assistive technology.

Hearing Loops Canada quoted \$11,451.00 for a custom portable loop kit

Better Hearing Solutions quoted \$14,300.00 + overnight accommodations for audio system in Council Chambers

Better Hearing Solutions quoted \$32,000.00 + 2 nights accommodation for audio system in Community Centre

Jan 16
2024
7.1

**MINUTES OF McMURRICH/MONTEITH TOWNSHIP
REGULAR COUNCIL MEETING – TUESDAY, DECEMBER 5, 2023**

The Council of the Township of McMurrich/Monteith met Tuesday, December 5, 2023 inside the Municipal Office/Fire Hall.

Present: Mayor Glynn Robinson, Council Members: Terry Currie, Wesley Dyson, Daniel O'Halloran and Vicky Roeder-Martin.

Staff present: Cheryl Marshall, Clerk/Treasurer; Allyson Pedwell, Deputy Clerk/Treasurer;

Audience: Patrick O'Halloran

1. Call to Order:

Meeting was called to order at 7:02pm by Mayor Glynn Robinson.

Amend the agenda to include Municipal Insurance and Audit Services. See resolution below.

2. Declaration of pecuniary interest: Member Dyson - conflict of interest for part of closed session

3. Unfinished Business Carried Forward:

3.1 Notice of Motion: Member Dyson – Development Fees – Plans of Subdivision and Condominium Plans- Survey of Municipalities that have development fees: Clerk informed Council of the survey results of Municipalities regarding development fees. Council briefly discussed development fees. No further action required at this time.

3.2 Asset Management Plan – review draft: Council discussed action steps for budgeting using the Asset Management Plan. Council discussed a workplan for road work in the future, corrections to the AMP.

4. Delegations:

none

5. Presentations:

None

6. Staff Reports:

6.1. Public Works: no written report; no verbal report received.

6.2 Fire Dept: written report, dispatch agreement renewal - Council would like a list of trucks instead of truck numbers. Dispatch agreement renewal was discussed. See resolutions below.

6.3 Admin: written report- Council discussed CBO position and the next steps; Auditor agreement (see resolution); Horn Lake Agreement; Municipal insurance defer to December 19th. Discussion regarding electronic meetings and hearing loop. See resolutions below.

6.4 Building Dept: Building Activity – January – November, 2023: Council reviewed and discussed the Building report.

7. Adoption of Council & Committee minutes & receiving local board minutes

7.1 Council Meeting Minutes – November 7 and 23, 2023 as amended.

8. Bylaws

8.1 33-2023 - Confirmation of Council Meetings – November 7 and 23, 2023

9. Notice of Motions:

None

10. Correspondence: deferred to next meeting

10.1 Township of Coleman – resolution re: Conservation Officers reclassified as Enforcement Officers: See resolution (recorded vote requested by Dyson)

10.2 Near North Crime Stoppers – request to proclaim January Crime Stoppers Month - Member Roeder-Martin suggests staff add this information to the monthly newsletter. See resolution below.

10.3 AH Health Centre – Minutes – November 2 and 24, 2023 - Council discussed the future of the Burks Falls Health Centre. Member Roeder-Martin will have more information after the next Health Council meeting.

10.4 DPS Social Services Admin Board – CAO Report November, 2023

11. Council Reports:

Ad-Hoc Landfill Committee – resolution recommendations:

1. tender for environmental consultant
2. allow for trial period of collecting construction waste in bins to transfer out: Staff to bring back a cost analysis. See resolution below.

Member Currie advised Council a recommendation will be coming from the landfill committee at a future meeting.

12. Closed Session: Section 239 (2)

(d) Labour relations or employee negotiations (HR matters)

13. Council Concerns:

Member O'Halloran raised the concern about a property that needs the Bylaw officer to visit- zoning by-law infraction.

14. Dates to Remember:

Saturday, December 9th – Recreation Event – Christmas Social – 5pm - Sprucedale Community Centre

Tuesday, December 19th – Regular Council Meeting – 7pm

Christmas Holiday Closures:

Municipal Office – Closed Monday, December 25th reopening Tuesday, January 2nd

Landfill Site – Closed Monday, December 25th reopening Friday, December 29th and Closed Monday, January 1st

15. Adjournment:

Council adjourned the meeting at 9:27pm until Tuesday, December 19th, 2023 at 7pm. Resolution shown below.

RESOLUTIONS:

2023-410 Roeder-Martin/O'Halloran

Be It Resolved that Council amends the agenda to include two items: 2024 Municipal Insurance and 2023 Audit Services. **Carried**

2023-411 Dyson/O'Halloran

Be It Resolved that Council receives the Fire Chief written report for the month of November, 2023 as attached. **Carried**

2023-412 O'Halloran/Dyson

Be It Resolved that Council agrees to renew the agreement for the provision of communication services to the McMurrich/Monteith Fire Department by the Parry Sound Ambulance Communications Centre which is operated by the West Parry Sound Health Centre for a period ending December 31, 2026. **Carried**

2023-413 Dyson/O'Halloran

Be It Resolved that Council receives the Administration written report dated December 5, 2023 as attached. **Carried**

2023-414 O'Halloran/Dyson

Be It Resolved that Council accepts the quote for audit services for the year 2023 from Grant Thornton in the amount of \$21,800 plus travel costs and applicable HST. **Carried**

2023-415 O'Halloran/Dyson

Be It Resolved that Council receives Building Activity Report dated December 5, 2023. **Carried**

2023-416 Dyson/O'Halloran

Be It Resolved that Council accepts the minutes of the Council meetings held November 7, and 23, 2023. **Carried**

2023-417 O'Halloran/Dyson

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 33-2023 confirming the Council meetings held November 7 and 23, 2023. **Carried**

2023-418 O'Halloran/Dyson

Be It Resolved that Council receives correspondence from Near North Crime Stoppers and hereby recognize January, 2024 as Crime Stoppers Month. **Carried**

2023-419 Dyson/O'Halloran

Be It Resolved that Council receives all correspondence listed on the agenda. **Carried**

2023-420 O'Halloran/Dyson

Be It Resolved that Council agrees to hold one Regular Council meeting in January, 2024 and for it to be scheduled Tuesday, January 16th, 2024. **Carried**

2023-421 Roeder-Martin/Currie

Be It Resolved that Council directs Staff to prepare a tender for consulting services for environmental monitoring of the Landfill Site.. **Carried**

2023-422 Currie/O'Halloran

Be It Resolved that Council directs Staff to investigate costs to start a trial period of placing construction waste in bins to be transferred out of our local Landfill Site and report back to Council for the December 19th meeting. **Carried**

2023-423 Roeder-Martin/Currie

Be It Resolved that Council enters into a closed session at 8:35pm to discuss items under Section 239 (2) (d) Labour relations or employee negotiations (HR Matters). **Carried**

2023-424 Roeder-Martin/Currie

Be It Resolved that Council comes out of a closed session at 9:23pm. **Carried**

2023-425 Roeder-Martin/Currie

Be It Resolved that Council accepts the reports and directions given to Staff from the closed session held December 5, 2023. **Carried**

2023-426 Roeder-Martin/Currie

Be It Resolved that Council adjourns this meeting at 9:27pm until Tuesday, December 19, 2023 at 7:00pm. **Carried**

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

**MINUTES OF McMURRICH/MONTEITH TOWNSHIP
REGULAR COUNCIL MEETING – TUESDAY, DECEMBER 19, 2023**

The Council of the Township of McMurrich/Monteith met Tuesday, December 19, 2023 inside the Municipal Office/Fire Hall.

Present: Mayor Glynn Robinson, Council Members: Terry Currie, Wesley Dyson, Daniel O'Halloran and Vicky Roeder-Martin.

Staff present: Cheryl Marshall, Clerk/Treasurer; Allyson Pedwell, Deputy Clerk/Treasurer

Audience: Dennis Hilliker, Terry Sararas, Patrick O'Halloran

1. Call to Order:

Meeting was called to order at 7:00pm by Mayor Glynn Robinson.

Amend the agenda to include a discussion on landfill site bin and labour relations or employee negotiations.

2. Declaration of pecuniary interest:

3. Unfinished Business Carried Forward:

3.1 Site Plan Control Bylaw – draft bylaw + application form - Council briefly discussed the Site Plan Control Bylaw and minor amendments (schedule A, 4th paragraph on letter, pg. 4). Comments regarding time frame, and cost of Bylaw Enforcement. Rick Hunter explained Site Plan Bylaw is a standard municipal bylaw that does not need special meetings to amend. Fees to be similar to the Zoning Bylaw fees. See resolution below.

3.2 Application for Absolute Title – Con 3, Lots 1-3, Monteith – Axe Lake Resort Inc. Rick Hunter explained to Council that Axe Lake Development have applied to put into land titles absolute, with Axe Lake road crosses the property. When the land titles absolute is complete and their lawyer providing an undertaking, the road will be surveyed and conveyed to the Municipality. See resolution below.

3.3 Zoning Bylaw Amendments: Public Meeting

3.3.1 Compass Lake Properties – correct mapping and zoning designations. Submission received: 2 support emails. Presentation from Terry Sararas (a property owner) in support of the correction. See resolution below.

3.3.2 Bear Lake Resort – 819 C West Bear Lake Road – increase number of campsites. Submissions received: 1 opposed email; 1) concerns with closeness to the shoreline, has MNR reviewed the proposed bylaw, Municipality should require a proper survey; 2) no supportive documents of clean drinking waters supplied, has a local medical officer inspected the drinking water, 3) general location of sewage for new locations and have not seen approval documentations for sewage systems; 4) do additional trailers met the zoning bylaw regulations; 5) impact of trailer. Dennis Hilliker as proxy for the applicant T10, T11 and T25 are actually the new trailers on the eastern side of the property not at the lake. T25 from the lake is 66m from the lakeshore. Water system including UV system is a drilled well. Sewage system has annual pumping of tanks and working fine. The site plan was drafted by request of Rick Hunter and was decided that a detailed site plan drawn by the applicant. Member O'Halloran is concerned that the Bylaw was violated and has there been fines. See resolution below.

3.4 2024 Municipal Insurance proposal -Staff received 2 quotes: BFL & Intact. Member O'Halloran concerned about 5 Council members being covered but any members over 70 are not covered. Council discussed the switch to

Intact Insurance based on lower premium and comparable coverage. See resolution below.

3.5 Municipal Office Expansion – plans: Council reviewed the drawings from a designer and discussed having the Architect join at the special budget meeting in January 2024. See resolution below.

3.6 Rural Ontario Municipal Association – 2024 Conference – January 21-23, 2024:

3.7 Asset Management Plan – resolution to accept draft see below.

3.8 Bylaw – Weight passing over a bridge – OSIM Report. See resolution below

3.9 Staff Report: Wage Scale Review: Council would like staff to prepare a Council remuneration review and a VFF Honorarium review. Schedule closed session for January 2024. Council reviewed Township vehicle listing and directed staff to add Projected Date of replacement for each vehicle.

3.10 Landfill construction waste bin proposal: Member Currie provided Council with 2 quotes on bin rentals for construction waste and recommends a trial of construction bins. Member Dyson would like staff to find out what cost per yard and compare to our tipping fee schedule. See resolution below.

4. Closed Session: Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employees (HR Matters)

5. Dates to Remember:

Christmas Holiday Closures:

Municipal Office – Closed Monday, December 25th reopening Tuesday, January 2nd, 2024

Landfill Site – Closed Monday, December 25th reopening Friday, December 29th Closed Monday, January 1st, 2024

Recreation Committee Meeting – Tuesday, January 9th, 2024 – 7pm

Regular Council Meeting – Tuesday, January 16th

Strategic Plan Committee – Monday, January 22nd – 7pm

Ad-Hoc Landfill Committee – Thursday, January 25th – 7pm

Sprucedale Winter Carnival – Saturday, February 17th

Hazmat Day is May 25th and August 24th, 2024

Member O'Halloran is concerned about an email received regarding North Bay Mattawa Conservation Authority no longer doing inspections.

6. Adjournment:

Council adjourned the meeting until Tuesday, January 16th, 2024 at 10:17pm. Resolution shown below.

RESOLUTIONS:

2023-427 Currie/Dyson

Be It Resolved that Council amends the agenda to include:

- A discussion/ report on costs to install a bin at the Landfill Site to transfer construction waste out of the Landfill Site and
- A closed session under section 239 2 d – Labour relations or employee negotiations. **Carried**

2023-428 O'Halloran/Currie

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 34-2023 to designate a Site Plan Control Area for the Township of McMurrich/Monteith. **Carried**

2023-429 Currie/Dyson

Be It Resolved that Council consents to the Application for Absolute Title by Axe Lake Resort Inc. provided an undertaking is obtained from Homer Frank (legal Representation for Applicant) that Part 2 of the reference plan will be conveyed to the Township upon approval of the Application for Absolute Title. **Carried**

2023-430 Currie/Dyson

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 35-2023 which rezones property located at 819C West Bear Lake Road. **Carried**

2023-431 Currie/Dyson

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 36-2023 which rezones properties located on Compass Lake, Part Lots 1 and 2 Concession 8. **Carried**

2023-432 O'Halloran/Currie

Be It Resolved that Council receives accepts the quote from Intact Public Entities in the amount of \$105,810 plus applicable taxes for the Municipal Insurance package for the year 2024, including VFIS coverage for firefighters. **Carried**

2023-433 Roeder-Martin/Currie

Be It Resolved that Council accepts the draft plans for the municipal office expansion and directs Staff to forward to Lakeside Architecture Inc. to prepare plans in order to be issued a building permit and to schedule a meeting late January or early February 2024. **Carried**

2023-434 Roeder-Martin/O'Halloran

Be It Resolved that Council accepts the draft Asset Management Plan prepared by PSD Citywide. **Carried.**

2023-435 O'Halloran/Roeder-Martin

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 37-2023 to limit the gross weight of any vehicle or any class thereof passing over a bridge under the jurisdiction of the Township of McMurrich/Monteith (locations – Little Falls Road and Hunters Lane). **Carried**

2023-436 O'Halloran/Roeder-Martin

Be It Resolved that Council receives the Wage Scale Review report dated December 19, 2023. **Carried.**

2023-437

Be It Resolved that Council enters into a closed session at 9:25pm to discuss items under Section 239 (2) (d) Labour relations or employee negotiations (HR Matters x2). **Carried**

2023-438 Roeder-Martin/Dyson

Be It Resolved that Council comes out of a closed session at 9:55pm. **Carried**

2023-439 Currie/Dyson

Be It Resolved that Council accepts the reports and directions given to Staff from the closed session held December 19, 2023. **Carried**

2023-440 O'Halloran/Dyson

Be It Resolved that Council extends the three-hour curfew by 20 minutes. **Carried**

2023-441 Roeder-Martin/Currie

Be It Resolved that Council accepts the quote from York 1 for a 40-yard bin to transfer construction waste at a monthly rental fee \$140, haulage fee \$400 per bin and tipping fee of \$180 per metric tonne. 5 bin trial period. **Carried**

2023-442 Roeder-Martin/Currie

Be It Resolved that Council adjourns this meeting at 10:17pm until Tuesday, January 16, 2023 at 7:00pm. **Carried**

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW XX - 2024

Being a By-Law to confirm the proceedings of Council
Meetings: December 5 and 19, 2023

Jan 16
2024
8.1

WHEREAS Section 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 24, as amended, requires a municipal Council to exercise a municipal power, including a municipality's capacity, rights powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Township of McMurrich/Monteith deems it desirable to confirm the proceedings of Council at its meeting hereinafter set out.

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH HEREBY ENACTS AS FOLLOWS:

1. Ratification and Confirmation

That the action of this Council of the Township of McMurrich/Monteith 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 otherwise required, is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by its separate By-law.

2. Execution of all Documents

That the Reeve of the Council of the Township of McMurrich/Monteith and the proper officers of the Township of McMurrich/Monteith 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 to such documents.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

THE CORPORATION OF THE TOWNSHIP OF McMURRICH/MONTEITH

BY-LAW XX - 2024

Being a by-law to provide for an Interim Tax Levy and the Payment of Interim Taxes for the Year 2024.

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

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

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

NOW THEREFORE the Municipal Council of the Corporation of the Township of McMurrich/Monteith enacts as follows:

1. Interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the current year, and shall not exceed an amount equal to fifty percent (50%) of the final 2023 taxes on the property.
2. When calculating the total amount of taxes for the year 2023 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 28th day of March, and the 28th day of May and nonpayment of the amount on the dates stated in accordance with this section shall constitute default.
4. The Treasurer of the Township of McMurrich/Monteith shall add to the amount of all taxes due and unpaid, interest at the rate of 1.25 percent on the first day of default and on the first day of each calendar month thereafter, being 15 percent per annum, and all by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.
5. Interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.
6. The Treasurer shall cause to be mailed to the residence or place of business of person indicated on the last revised assessments roll, a notice specifying the amount of taxes payable.
7. A failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any installment, does not affect the timing of default or the date from which interest shall be imposed.
8. The Treasurer of the Township of McMurrich/Monteith may accept part payment on account of any taxes due, but such acceptance shall not

Jan 16
2024
8.2

affect interest under Section 4 of this By-law.

9. This By-law shall be deemed to come into force and effect on January 1, 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 that date, including properties added after the date this bylaw is passed.

READ A FIRST & SECOND TIME this

READ A THIRD TIME and PASSED this

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

DRAFT

THE CORPORATION OF THE TOWNSHIP OF McMURRICH/MONTEITH

BY-LAW XX - 2024

Being a by-law to set the 2024 Tax Ratio for McMurrich/Monteith Township

Jan 16
2024
8.3

WHEREAS it is necessary for the Council of the Township of McMurrich/Monteith, pursuant to the Municipal Act, 2001, S.O. 2001, c.25, section 308, to establish the tax ratios for 2024 for the Township of McMurrich/Monteith;

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed by the Minister of Finance under the Assessment Act and Regulations thereto.

NOW THEREFORE the Council of the Corporation of the Township of McMurrich/Monteith hereby enacts as follows:

1. For the taxation year 2024, the tax ratio for property in:
 - a) The residential property class is 1.0000
 - b) The commercial property class is 1.1492
 - c) The industrial occupied property class is 0.7830
 - d) The industrial vacant property class is 0.5089
 - e) The managed forest and farmlands property class is 0.2500
 - f) The pipeline property class is 0.6629
2. This By-law shall come into force and take effect immediately following third reading.

READ A FIRST & SECOND TIME this

READ A THIRD TIME and PASSED this

Mayor
Glynn Robinson

Clerk/Treasurer
Cheryl Marshall

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW XX - 2024

Being a By-Law to enter into an agreement with
The Corporation of the Township of Ryerson

Jan 16
2024
8.4

WHEREAS Section 20(1) of the Municipal Act authorizes municipalities to enter into agreements with one or more municipalities or local body, as defined in section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS Section 29(1) of the Municipal Act, S.O. 2001, as amended states that local municipalities on either side of a boundary line between municipalities have joint jurisdiction over any highway forming the boundary line;

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH HEREBY ENACTS AS FOLLOWS:

1. That the Agreement attached hereto as Schedule "A" between The Corporation of the Township of McMurrich/Monteith and The Corporation of the Township of Ryerson be entered into by the Municipality.
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the Agreement.
3. That the attached Agreement entered into between The Corporation of the Township of McMurrich/Monteith and The Corporation of the Township of Ryerson are hereby ratified and confirmed, when signed by both parties.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

AGREEMENT

An Agreement for Maintenance of Boundary Roads and Bridges

SCHEDULE 'A' TO BY-LAW # _____

This Agreement made in duplicate this ____ day of _____, 2023.

BETWEEN:

THIS AGREEMENT made in duplicate, this ____ day of _____, 20.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF RYERSON

(hereinafter referred to as Ryerson)

OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

(hereinafter referred to as McMurrich/Monteith)

OF THE SECOND PART

WHEREAS Ryerson and McMurrich/Monteith are desirous to enter into an agreement regulating the maintenance and repair of the boundary highways over which they have joint jurisdiction in accordance with the Municipal Act, 2001, (S.O. 2001, C.25) Section 29 Boundary Lines, as amended;

AND WHEREAS Section 29.1(1) of the Municipal Act RSO 2001 states that if municipalities having joint jurisdiction over a boundary line highway enter into an agreement under which each municipality agrees to keep any part of the highway in repair for its whole width and to indemnify the other municipality from any loss or damage arising from the lack of repair for that part, the agreement and a copy of the by-law authorizing the agreement may be registered in the proper land registry office for the area in which the highway is located.

AND WHEREAS pursuant to subsection 29.1(2) of the Municipal Act, RSO 2001, If municipalities enter into an agreement under subsection (1), each municipality has jurisdiction over that part of the highway that it has agreed to keep in repair and is liable for any damages that arise from failure to keep the highway in repair and the other municipality is relieved from all liability in respect of the repair of that part.

AND WHEREAS Ontario Regulation 239/02 as amended from time to time and made pursuant to the Municipal Act has set Minimum Maintenance Standards for Municipal Highways to which the highways covered by this Agreement are to be maintained

NOW THEREFORE in consideration of the covenants contained herein and for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties hereto agree each with the other as follows:

1. All new entrances shall be installed under the supervision of the respective Municipality's Public Works Department. Each applicant shall be responsible for obtaining a proper entrance permit from the respective Municipality.
2. It is understood by both parties that the maintaining Municipality shall be responsible for repairs and maintenance of the entire width of the boundary road allowance. The Municipalities agree that the value of the respective routine maintenance and repair for the road as identified in Appendix A will be approximately equal and logistically practical. By performing these respective works no invoicing or exchange of funds shall occur by either Municipality for costs incurred.
3. Any works for which cost sharing is being sought shall not be undertaken until such time as the works and funding are approved by each Municipality.
4. Each Municipality is responsible to maintain and keep in good repair those portions of the highway identified in Appendix A. The main point of contact for discussions and information regarding maintenance requirements will be between the Public Works Supervisors or their designate (such as Foreperson), if the Public Works Supervisor is not available.
 - a) Maintenance includes – snow removal, sanding, grass cutting, brushing, patching, sign maintenance, replacement of culverts outside of planned Capital, emergency repairs and road patrols. A copy of each Road Patrol Report shall be available upon request.
5. Prior to any planned Capital Improvements, the Municipality proposing the work will notify the other Municipality one year in advance of the work to allow for appropriate Council budget approvals. Notwithstanding that all efforts will be made to reach an agreement on a mutually beneficial Capital Improvement, if one Municipality does not agree to proceed with a project, the project will not proceed on a boundary road.
6. Capital includes additional granular, preventative road deterioration treatments, complete road reconstruction and replacement of all necessary infrastructure.
7. Each Municipality shall aspire to plan Capital works, in line with their respective Asset Management Plan and communicate said plan the with the other Municipality when a Boundary Road is added.
8. Should a capital project be required, both Public Works Supervisors, or designates, if Public Works Supervisor is not available, will meet to develop a draft agreement for the capital project.
9. The Parties hereto agree that should emergency works, or action be required due to a compromise of the highways and bridges set out in Appendix A, the party hereto first notified of the compromise of the highway or bridge by emergency services (police, fire, etc.) shall, without delay make the area safe, notify the Municipality assigned the Boundary Road and stay on site until they arrive so that they may undertake the emergency work. By performing these respective works no invoicing or exchange of funds shall occur by either Municipality for costs incurred.

10. If the construction is a result of development and population growth, the developing Municipality may undertake, cause, or permit to be undertaken such construction on the following terms:

- a) The developing Municipality shall give the other Municipality at least eight (8) weeks written notice prior to the commencement of such construction.
- b) The other Municipality shall bear none of the costs relating directly to such construction, if possible.

11. Should any of the highways or bridges included in Appendix A be obstructed (water over the road, tree fall, downed hydro lines, etc.) in any manner that affects public safety, the party hereto first notified of the obstruction of the highway or bridge by emergency services (police, fire, etc.) or after becoming aware of the obstruction by other means, shall, without delay make the area safe, if possible, notify the Municipality assigned the Boundary Road and stay on site until they arrive, if possible, so that they may undertake the removal of the obstruction and/or close the road to traffic and pedestrians. If the obstruction is minor either Municipality may remove the obstruction as a courtesy but must notify the other Municipality of the removal. By performing these respective works no invoicing or exchange of funds shall occur by either Municipality for costs incurred.

12. Ryerson shall maintain and keep in full force and effect at its own expense a policy of general public liability, property damage and environmental insurance with respect to its obligation for the maintenance of the highways and bridges set out in Appendix A hereto protecting against claims for personal injury, death and property damage resulting from failure to repair or maintain the said highways and bridges in which the limits shall be not less than five million dollars (\$5,000,000) in respect of injury or death of a single person, for each occurrence and not less than five million dollars (\$5,000,000) in respect of property damage. The policy shall name McMurrich/Monteith as an additional insured and Ryerson shall provide a certificate of such insurance coverage to McMurrich/Monteith throughout the term of this agreement and any renewal thereof and further provide McMurrich/Monteith within 30 days prior written notice of any cancellation or material change in risk which could diminish the aforesaid coverage.

13. McMurrich/Monteith shall maintain and keep in full force and effect at its own expense a policy of general public liability, property damage and environmental insurance with respect to its obligation for the maintenance of the highways and bridges set out in Appendix A hereto protecting against claims for personal injury, death and property damage resulting from failure to repair or maintain the said highways and bridges in which the limits shall be not less than five million dollars (\$5,000,000) in respect of injury or death of a single person, for each occurrence and not less than five million dollars (\$5,000,000) in respect of property damage. The policy shall name Ryerson as an additional insured and McMurrich/Monteith shall provide a certificate of such insurance coverage to Ryerson throughout the term of this agreement and any renewal thereof and further provide Ryerson within 30 days prior written notice of any cancellation or material change in risk which could diminish the aforesaid coverage.

14. The Parties shall maintain and keep in full force and effect at its own expense a Standard Form Automobile Liability Insurance that complies with all requirements of the current legislation of the Province of Ontario, having an inclusive limit of not less than five million dollars (\$5,000,000) per occurrence

for Third Party Liability in respect of the use or operation of vehicles owned, operated or leased by Parties.

15. The Parties insurance shall be primary coverage and not additional to and shall not seek contribution from any other insurance policies available to the Parties.

16. This agreement shall be in force for a period of ten (10) years from _____, 2024 to _____, 2034 and may be renewed for another period not to exceed ten (10) years by resolution of the Councils of both Corporations as found necessary and it may be amended or changed by resolution of the Councils of both Corporations, as mutually agreed upon.

17. In the event that either party receives a Statement of Claim, Notice of Claim or other information regarding a pending or possible claim by a third party with respect to liability for failure to keep the highway in repair or for damages or injuries sustained relating thereto, such party shall immediately notify the other party in writing of such claim or Notice of Claim. In the event that a legal proceeding is commenced by a third party, each of the Parties to this Agreement shall provide for its own legal representation as it sees fit.

18. Each of the parties hereby undertake to save harmless and agree to indemnify the other against all claims and demands for damage, losses, costs, charges and expenses which the other municipality may sustain, incur, or be liable for arising from the lack of repair of any portion of any of the highways for which the Municipality has assumed sole responsibility under this agreement.

IN WITNESS WHEREOF both Corporations have hereunto affixed their Corporate Seals duly attested by the hands of their proper signing officers in that behalf.

SIGNED, SEALED AND DELIVERED

THE TOWNSHIP OF RYERSON

Date _____	_____
	Mayor

	Clerk

THE TOWNSHIP OF MCMURRICH/MONTEITH

Date _____	_____
	Mayor

	Clerk

An Agreement for the Maintenance of Boundary Roads and Bridges

APPENDIX 'A'

To Schedule 'A' By-law # _____

SUMMER MAINTENANCE

The summer maintenance will include ditching, culvert maintenance, grading, dust suppressant, brushing and any other maintenance activity related to roads and bridges.

Ryerson will provide summer maintenance for the following:

1. Richardson Road Lots 8-10 (1 kms.) (From Stisted Road to Civic # 204)

WINTER MAINTENANCE

The winter maintenance will include plowing, sanding, winging back, ice scarifying and culvert thawing.

McMurrich/Monteith will provide the following winter maintenance:

1. Richardson Road Lots 8 to 10 (1 kms.) (From Stisted Road to Civic # 204)

YEAR-ROUND MAINTENANCE

Ryerson will provide year-round maintenance for the following:

1. Bartlett Lake Road for Lots 17 to 23 (2.6 kms.) (Civic 1319 to Spurr Lane)
2. All of Spurr Lane (.5 kilometers)

McMurrich/Monteith will provide year-round maintenance for the following:

1. Bourdeau Road for Lots 29 to 35 (2.9 kms.) (735 to 1273 Bourdeau Road)

Since the boundary road bordering lots 8 to 10 and Lots 13 to 23 Concession 1 Ryerson are OR will be school bus routes, it is agreed that this section of road is to receive priority in winter maintenance.

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales

Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



December 18, 2023

Cheryl Marshall
Clerk/Treasurer
Township of McMurrich/Monteith
clerk@mcmurrichmonteith.com

Jan 16
2024
10.1

Dear Ms. Marshall:

Our government is committed to supporting economic growth in rural communities and ensuring Ontario is open for business. The Rural Economic Development (RED) program is just one tool for communities to complete outcome-based projects that will have tangible benefits across the province. This aligns with our government's priorities to remove barriers to investment, open doors to rural economic development and create good jobs throughout Ontario.

To further our commitment to supporting rural communities, I am pleased to share with you that a new intake for the RED program will be opening in January 2024.

When the intake is open, we will be sharing additional information with you directly. You will also be able to find all program information, including how to apply, on my ministry's website at: ontario.ca/REDprogram.

If you have further questions at this time, you are welcome to contact the Agricultural Information Contact Centre at 1-877-424-1300 or ag.info.omafra@ontario.ca.

I encourage you to take advantage of this funding opportunity and submit an application for your economic development project when the intake is open. Together, we can ensure Ontario's communities thrive.

Please accept my best wishes.

Sincerely,

Lisa M. Thompson
Minister of Agriculture, Food and Rural Affairs



Foodland
ONTARIO
ONTARIO
Terre nourricière

Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1, rue Stone ouest, Guelph (Ontario) N1G 4Y2

Rural Economic Development program

Funding to help create jobs and boost growth in your rural community.

The next intake for the RED program will open in January 2024. The updated program guidelines and application will be available at that time. Please check back here for updates.

How it works

Ontario's Rural Economic Development (RED) program provides cost-share funding to support activities that create strong rural communities in Ontario, and opens doors to rural economic development through:

- funding assistance to address barriers to economic development, better position rural communities to attract and retain jobs and investment, and enhance economic growth
- funding to build community capacity and support for economic development in Ontario's rural communities
- investments in rural communities to help diversify and grow local economies – making economic growth more inclusive so rural Ontario continues to share in the province's economic prosperity

This page provides a summary of the RED program. Read the RED program guidelines for the full details about eligibility, program funding and application requirements.

Who is eligible

To be eligible for the program you must be:

- a municipality
- a not-for-profit entity
- an Ontario Indigenous community or organization
- a Local Services Board

Funding amounts

Economic Diversification and Competitiveness Stream: up to 50% of eligible project costs to a maximum of \$150,000.

Strategic Economic Infrastructure Stream: up to 30% of eligible project costs to a maximum of \$250,000.

Calculation of costs

The calculation of cost-share funding for all selected projects will be based on the total eligible costs outlined in the application.

- Funding may be provided at the amount or percentage requested, or at a reduced amount or percentage (subject to limits within each stream).
- The project's maximum eligible costs cannot be increased.
- The timeframe of the project cannot be extended without the written approval of the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) (in its sole discretion).

All selected applicants must enter into a contribution agreement with the Province of Ontario. All applicants have joint and several liability for any funded project.

Program streams

Economic Diversification and Competitiveness Stream

Economic diversification and competitiveness projects:

- remove barriers to business and job growth
- support investment attraction
- strengthen sector and regional partnerships
- diversify regional economies in rural Ontario

All costs for projects in this stream must be non-capital.

The table below summarizes the eligible project types.

Project type	Description	Example projects
Entrepreneurship/Business succession	Projects that support business start-up or succession in the community	<ul style="list-style-type: none"> • Coaching/mentorship • Business succession support (for example, connecting buyers and retiring business owners) • Familiarization tours
Business retention and expansion	Projects that proactively engage the local or regional business community to identify and implement actions that address barriers to business growth	<ul style="list-style-type: none"> • Projects that are part of the OMAFRA's Business Retention and Expansion Program (BR+E) (https://www.ontario.ca/page/business-retention-and-expansion-program) with activities including: <ul style="list-style-type: none"> ◦ collecting business and market data

Project type	Description	Example projects
		<ul style="list-style-type: none"> ◦ writing and implementing action plans ◦ executing actions to support local businesses in the community
Downtown revitalization	Projects that focus on identifying and implementing actions that improve and promote traditional town centres	<ul style="list-style-type: none"> • OMAFRA's Downtown Revitalization (DR) Program (https://www.ontario.ca/page/downtown-revitalization-program) with activities including: <ul style="list-style-type: none"> ◦ growing customer traffic through events and activities ◦ attracting business to locate in downtowns through marketing activities ◦ organizational coordination efforts ◦ core area promotion
Technology	Projects that support businesses and communities to improve	<ul style="list-style-type: none"> • Digital training and support services for

Project type	Description	Example projects
adoption/innovation initiatives	their digital capabilities and participate in the information economy	<p>businesses</p> <ul style="list-style-type: none"> • Improving development and planning approvals process • Coordination of business approvals (for example, licensing, public health, permits)
Attraction and retention of workers/immigrants/youth	Projects that implement strategies for attracting and retaining people	<ul style="list-style-type: none"> • Employee-pooling projects • Workforce-oriented policy/regulatory improvements • Workforce attraction marketing • Career days/events • Network development (service providers/businesses) • Workforce or sector-based training • Youth training • Intern/apprentice matching system

Project type	Description	Example projects
Collaborative marketing and outreach	Projects that implement marketing or promotional activities outlined in an existing marketing or communications plan that will have an impact across sectors, value chains, or multiple communities in a region	<ul style="list-style-type: none"> Promotional campaigns across at least 2 communities (for example, investment attraction, tourism)
Sector/ value chain development	Projects that implement strategies to strengthen and coordinate collaboration across sectors or value chains	<ul style="list-style-type: none"> Buyer-seller forums Network development (for example, events, coordination) Specialized business training

Strategic Economic Infrastructure Stream

This stream focuses on priority economic infrastructure projects that improve physical assets identified as strategically important to the community.

Enhancements would rehabilitate and renew the assets to preserve the unique character of a community and quality of life and enhance it for future generations.

The costs for projects in this stream must be minor capital costs.

The table summarizes the eligible project types.

Project type	Description	Example projects
Rehabilitation of cultural, heritage or tourism attractions	Minor capital projects that rehabilitate an existing cultural, heritage, or tourism attraction, as defined through previously completed strategies and projects that establish its significance for economic development	<ul style="list-style-type: none"> • Restoration of a historical building or structure • Restoration of an established tourism attraction • Recreational trail rehabilitation
Redevelopment of vacant and/or underutilized buildings	Minor capital projects to redevelop interior of vacant and/or underutilized buildings to achieve an economic development outcome	<ul style="list-style-type: none"> • Development of an incubator or innovation hub • Youth centre • Agri-food hubs
Streetscaping and landscaping	Minor capital projects as defined through previously completed strategies that improve the design quality of public areas	<ul style="list-style-type: none"> • Wayfinding signage • Beautification (for example, decorative lighting, banners,

Project type	Description	Example projects
		<p data-bbox="1104 304 1364 441">murals, street furniture, public art, trees)</p> <ul data-bbox="1063 472 1356 661" style="list-style-type: none"> • Wi-fi equipment/software for public use

Selection process

Once the application is submitted and the intake period closes, eligible applications will be assessed on the criteria outlined in these guidelines, including, for example:

- basic eligibility criteria
- reducing economic barriers
- alignment with the Rural Economic Development program's outcomes
- project work plan
- collaboration and partnerships
- regional, sector, or value chain impacts
- sustainability beyond the project timelines
- project budget, including reasonable and eligible project costs
- project oversight
- financial commitment

Decisions

Applicants will be notified as funding decisions are reached, usually within 3 months from the posted intake closure date, however, timing may vary.

Related

RED projects (<https://www.ontario.ca/page/rural-economic-development-program-projects>)

Updated: December 29, 2023

Published: January 25, 2022



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Jan 16
2024

10.2

Date: December 6, 2023

Resolution No.: 2023-290

Moved By: Jim Cushman Seconded By: Paul Sowrey

Be it resolved that the Council of the Corporation of the Township of Perry hereby places \$20,000 in Fire Department Reserves for the burn building project which was not completed in 2023.

Carried: ✓ Defeated:

Norm Hofstetter, Mayor

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



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: December 6, 2023

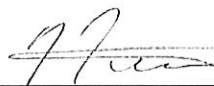
Resolution No.: 2023-309

Moved By: Jim Cushman **Seconded By:** Joe Lumley

Be it resolved that the Council of the Corporation of the Township of Perry hereby recommends that the seven municipalities, comprised of the Township of Perry, Township of Ryerson, Township of Armour, Village of Burk's Falls, Township of McMurrich Monteith, Town of Kearney and the Municipality of Magnetawan, enter into discussions surrounding the Regional Fire Department;

And further that Council hereby directs the Clerk-Administrator to circulate a letter to the seven municipalities to confirm if there is an interest in a meeting to discuss regional fire services in the new year hosted by the Township of Perry.

Carried: ☒ **Defeated:** ☐


Norm Hofstetter, Mayor

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



Belvedere Heights

Community Support Services Residences Long Term Care

Jan 16
2024
10.3

December 4, 2023

Mayor Glynn Robinson and Councilors
Township of McMurrich/Monteith
P.O. Box 70
Sprucedale, ON P0A 1Y0

Dear Mayor Robinson and Council:

Re: 2024 Municipal Levy

The 2024 budget was passed at the regular Board meeting on November 22, 2023. The municipal levy was set at \$ 1,000,000. The proportionate share of the 2024 municipal levy for the Township of McMurrich/Monteith is \$ 23,098. Attached is the apportionment calculation, which is based on each municipality's 2022 Financial Information Return. Payments are due in two installments with 50% of the levy due on April 1, 2024 and the remainder due on September 1, 2024.

Thank you for your continued support of Belvedere Heights and our efforts to provide quality care to seniors in our communities.

Sincerely,

Kami Johnson
Administrator

Attachment (1)

c.c.Board of Management

Belvedere Heights 2024 Levy Apportionment

FIR 26A
Column 17

Board Approved L
Levy 2024
\$7,000,000

Represented By:
Operating
\$7,000,000

Capital
\$0

Municipalities	Weighted Assessment	% Increase/ Decrease WA	% Distribution	Distributed Amount 2023	Distributed Amount 2024	\$ Inc / Dec	% Inc / Dec	50% Payment April 1, 2024	50% Payment Sept 1, 2024	Inc WA 2023 to 2024	% Inc WA 2023 to 2024	decrease
Parry Sound	870,032,545	0.0100%	8.6700%	\$101,390	\$86,700	-\$14,690	-14.49%	\$43,350	\$43,350	\$4,944,628	5.21%	\$14,690.09
Carleton Place	1,068,921,213	0.0100%	10.6520%	\$123,469	\$106,520	-\$16,949	-13.73%	\$53,260	\$53,260	\$15,452,333	16.29%	\$16,949.18
Whitby	618,922,485	0.0100%	6.1677%	\$71,986	\$61,677	-\$10,309	-14.32%	\$30,638	\$30,638	\$4,720,600	4.98%	\$10,309.21
McDougal	792,009,015	0.0100%	7.8925%	\$91,334	\$78,925	-\$12,409	-13.58%	\$39,463	\$39,463	\$12,721,947	13.41%	\$12,409.20
McKellar	679,614,004	0.0100%	6.7725%	\$78,883	\$67,725	-\$10,958	-13.93%	\$33,862	\$33,862	\$8,274,840	8.72%	\$10,957.81
McMurrich-Monteith	231,791,694	0.0100%	2.3098%	\$26,820	\$23,098	-\$3,821	-14.20%	\$11,549	\$11,549	\$2,104,625	2.22%	\$3,821.42
Archipelago	2,151,254,998	0.0100%	21.4376%	\$250,645	\$214,376	-\$36,269	-14.47%	\$107,188	\$107,188	\$12,687,485	13.37%	\$36,268.65
Sequin	3,622,396,488	0.0100%	36.0978%	\$420,573	\$360,978	-\$59,594	-14.17%	\$180,489	\$180,489	\$33,967,269	35.80%	\$59,594.25
Totals	10,634,942,442		100.0000%	\$1,165,000	\$1,000,000	-\$165,000	-14.16%	\$500,000	\$500,000	\$94,873,727	100.00%	\$165,000.00

NOTE: The Ministry of Municipal Affairs and Housing website provided the 2022 FIR data for the distribution calculation of Belvedere's 2024 Operating levy.



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Jan 16
2024
10.4

December 14, 2023

Cheryl Marshall
Clerk and Treasurer
Township of McMurrich/Monteith

Subject: 2024 Municipal Levy

As we continue our work to meet the evolving needs of our partners, we wanted to inform you that MPAC's Board of Directors has approved the corporation's 2024 operating budget.

MPAC has been controlling expenses through the strategic management of financial and business operations, which has allowed us to keep the municipal levy at a 0% increase over the past three years. However, we acknowledge that sustaining a 0% increase in the long term is not realistic. Due to the current economic situation, we are now facing the need to increase the levy by 2.1% to address the impact of inflation on our operations, including rising labour costs.

This decision was not taken lightly. Through our continued efforts to streamline existing services, control expenditures and find efficiencies, we were able to keep the increase to a minimum, ensuring it stayed below the current inflation rate.

Not all municipalities will see a 2.1% increase. Individual municipal levies are determined by a funding formula under the *Municipal Property Assessment Corporation Act* based on the weighted average of two factors: municipal share of the total assessed value and number of properties, compared to the rest of the province. An explanation of how MPAC calculated the municipal levy is available here https://www.mpac.ca/sites/default/files/docs/pdf/2024-MunicipalLevy-Infographic_WEB.pdf.

Your municipality's annual 2024 levy amount will be \$40,267.95 or a 2.94% increase.

Additional information about your municipality's specific 2024 levy calculation is available here <https://workdrive.mpac.ca/external/fbeacfa9cba8f736e68b37037f529915eaaad3f1abd13f97cf824e44830189f1e>.

Your first bill will be delivered later this month, followed by equal quarterly invoices thereafter. You will also receive your Assessment Change Summary from your local MPAC Account Manager, which provides a high-level description of the assessment changes within your municipality.

We invite you to read our 2023 Municipal Partnerships Report here <https://news.mpac.ca/2023-municipal-partnerships-report> to learn more about our collective work to build strong communities across Ontario together.

As we approach the end of the year, our commitment to elevating the property owner and municipal experience through innovation and the modernization of our products and services remains our priority. We look forward to collaborating on forward-looking initiatives and continuing to provide you with timely information that supports your work and decision-making.

If you have questions about MPAC's funding requirements, please contact:

Mary Meffe
Vice-President, Corporate and Information Services
and Chief Financial Officer
289-539-0306
Mary.Meffe@mpac.ca

For information about the assessment services available to your municipality, please contact:

Carmelo Lipsi
Vice-President, Valuation and Customer Relations
and Chief Operating Officer
289-317-0881
Carmelo.Lipsi@mpac.ca

Yours Truly,

Alan Spacek
Chair, MPAC Board of Director

Nicole McNeill
President and Chief Administrative Officer, MPAC

Copy MPAC Board of Directors
Executive Management Group, MPAC
Director and Regional Managers, Municipal and Stakeholder Relations, MPAC

Jan 16
2024
10.5

December 6, 2023

SENT ELECTRONICALLY

Ms. Cheryl Marshall
Clerk / Treasurer
Township of McMurrich/Monteith
31 William Street
P.O. Box 70
Sprucedale, ON P0A 1Y0

Dear Ms. Marshall:

Re: 2024 Municipal Levy

Your **2024 Municipal Levy Information Package** is attached. At its budget meeting on November 29, 2023, the Board of Health approved the 2024 budget. It has a 1% increase (already confirmed) in provincial mandatory program funding and a 5% increase in Municipal share (2% paid from the Reserve and 3% billed to Municipalities).

Mitigation funding from the province has been rolled into the provincial share during the next three years, until a new funding formula for public health units is developed.

During the next three years, the Ministry of Health's Strengthening Public Health initiative will affect public health by increasing the size and reducing the number of health units through voluntary mergers, revising the Ontario Public Health Standards, and introducing a new funding formula. How all these changes will affect municipalities at this time is uncertain.

COVID-19 specific funding will no longer be available in 2024. This may put a strain on available resources and influence the amount of COVID-19 related work that is done.

In accordance with the Board of Health Municipal Reserve policy (B-F-007), municipalities will be updated on the 2023 year-end status of the municipal reserve following the audit process in April 2024. The reserve balance as of October 31, 2023, is \$1,998,408.45.

../2

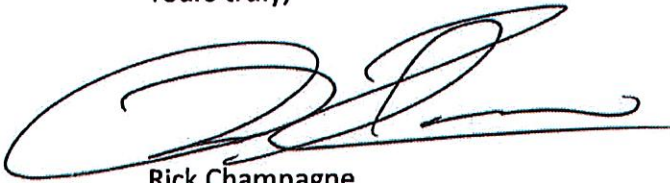
To learn more about your health unit programs, activities and reports, refer to the North Bay Parry Sound District Health Unit website at www.myhealthunit.ca. The website is completely searchable and contains information on a wide range of health topics.

The following information is attached:

- Appendix A – 2024 Levy Payment Schedule
- Appendix B – 2024 Board of Health Approved Budget Summary Sheet

Please do not hesitate to contact Isabel Churcher, Executive Director, Finance at (705) 499-6016, if you have any questions.

Yours truly,



Rick Champagne
Chairperson, Board of Health

Enclosures (2)

Copy to: Isabel Churcher, Executive Director, Finance
Dr. Carol Zimbalatti, Medical Officer of Health/Executive Officer
Board of Health

Appendix A

December 6, 2023

Township of McMurrich/Monteith
 31 William St.
 P.O. Box 70
 Sprucedale, ON P0A 1Y0

2024 LEVY PAYMENT SCHEDULE

2024 Annual Levy	\$26,769
Paid through Municipal Reserve	\$510
Net 2024 Levy	\$26,259

Monthly Payment Schedule effective January 1, 2024		Amount
January 1		2,188.25
February 1		2,188.25
March 1		2,188.25
April 1		2,188.25
May 1		2,188.25
June 1		2,188.25
July 1		2,188.25
August 1		2,188.25
September 1		2,188.25
October 1		2,188.25
November 1		2,188.25
December 1		2,188.25
Total		\$26,259

Levy based on population of: 732

Per Capita Rate: \$36.57

Payment is due on the first day of every month.

Interest is charged at 1.25% per month on outstanding balances.

Please remit to: North Bay Parry Sound District Health Unit

Attention: Finance Department

345 Oak St W

North Bay, ON P1B 2T2

Or Direct Deposit to:

Your lifetime partner in healthy living.
Votre partenaire à vie pour vivre en santé.

myhealthunit.ca

📍 345 Oak Street West,
 North Bay, ON P1B 2T2

☎ 1-800-563-2808
 705-474-1400

📠 705-474-8252

📍 90 Bowes Street, Suite 201,
 Parry Sound, ON P2A 2L7

☎ 1-800-563-2808
 705-746-5801

📠 705-746-2711

2023 Board of Health Public Health Budget

Budget Summary Sheet

Appendix B

Approved: #BOH/2023/11/29

Budget Summary	Reconciled Budget 2023	Forecast 2023	Budget 2024	Cost Sharing Percentage only 2024	Notes
Total Expenses	22,806,194	24,653,350	22,889,514		1
Less Program Revenues	382,681	784,293	485,840		2
Net Expenses	22,423,513	23,869,056	22,403,674		3
Less: 100% Funding and One-time Funding and Grants	5,468,410	6,913,954	5,042,994		
Total Shareable Base (see breakdown below)	16,955,103	16,955,103	17,360,680		
Mitigation Funding for Base Reduction	369,710	369,710	0		
Net Shareable Base	16,585,393	16,585,393	17,360,680		4
Ministry of Health (70% as of 2023)	11,609,775	11,609,775	13,565,310	78.1%	5
Municipal Share (30% as of 2023)	4,975,618	4,975,618	3,795,370	21.9%	6
Less: One-time Funding - Public Health Mitigation	-1,422,690	-1,422,690	0		
Plus: 100% Municipal - Adult Dental	90,780	90,780	95,414		
Net Municipal Levy	3,643,708	3,643,708	3,890,784		6
Per Capita Municipal Population	106,394	98,769	106,394		
Per Capita Rate	34.25	36.89	36.57		7

Notes for Budget Summary

- 1** Total expenses include the cost of all Health Unit programs and services.
- 2** Program revenues are generated through payments from the public or the government on a fee-for-service basis.
- 3** The forecast for 2023 includes all usual 100% funded programs from multiple sources, and 2023 remains higher than normal as it includes all COVID-19 general and vaccination funding from the Ministry of Health.
- 4** The increase in the Net Shareable Base amounts to \$775,287 due to the new Ministry cost sharing calculation.
- 5** The Ministry of Health's cost share is now predetermined for the next three years. The 2024 amount is calculated by using the 2024 fiscal approval amount of \$11,638,600 plus all previous mitigation funding of \$1,792,400 increased by 1%. The new total of \$13,565,310 is 78.1% of total funding.
- 6** The municipal share is calculated using the 2023 levy plus a 5% increase which results in a 21.9% share of total funding for 2024.
- 7** As per the *Health Protection and Promotion Act*, R.S.O. 1990, c. H.7, O. Reg. 489-97 Allocation of Board of Health Expenses, populations used for calculations are current (2022) Municipal Property Assessment Corporation (MPAC) enumeration data. As per regulations from MPAC, their total population data may not be shared publicly.



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

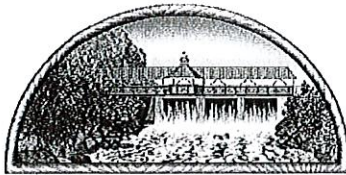
4. Other Business / Correspondence:

- 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

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

Karlee Britton
Secretary-Treasurer



The Municipality of the
VILLAGE OF BURK'S FALLS

Jan 16
2024

10.7

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

✓
Carried

Defeated

Deferred

Pecuniary Interest declared by:



Mayor



705-382-2900
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. AHHC 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.



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		

MUSKOKA & AREA ONTARIO HEALTH TEAM | Health Human Resources

MAOHT HHR Task Force Mandate

Phase 1 – Planning	Phase 2 - Establishing the Plan and Implementation
<p>The work in this phase would be focussed on:</p> <ol style="list-style-type: none"> 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. 	<p>The work in this phase would be focused on:</p> <ol style="list-style-type: none"> 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.

MUSKOKA & AREA ONTARIO HEALTH TEAM | Health Human Resources

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

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.

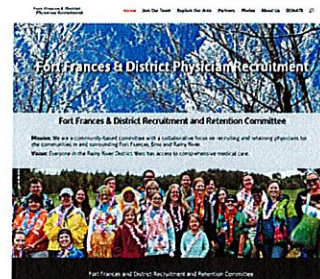
- ☐ Engagement with HHR Task Force to gather requirements
- ☐ Endorsement from HHR Task Force
- ☐ Engagement with vendor
- ☐ Web site design
- ☐ Design approval from HHR
- ☐ Web site development and review
- ☐ Launch web site

Discussion: What does AHHC want/need on the website

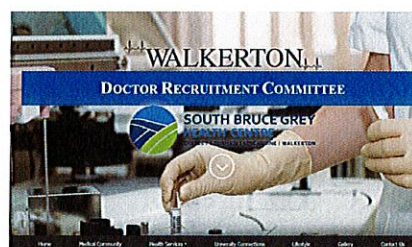
Physician Recruitment Websites



Geo Tourism



Inclusivity & Community



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

MUSKOKA & AREA ONTARIO HEALTH TEAM | Health Human Resources

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





705-382-2900
www.almaguin-health.org

Minutes: January 4, 2024, 10:00 am via Zoom in the Almaguin Highlands Health Centre

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

Regrets: Cheryl Phillip

Guest: Susan Keast (HHR MAOHT), Isabel Pereira, Courtney Metcalf (ACED)

Called to order at 10:01 am by Chair R. Ward

1. 2024-01 Moved by F. Williamson - Seconded by N. Hofstetter
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of December 7, 2023 as circulated. Carried.
2. **DECLARATION OF PECUNIARY OF INTEREST:** None
3. **DELEGATIONS:** None
4. **RESOLUTIONS PASSED:**
 - 2024-02 Moved by T. Bryson - Seconded by V. Roeder- Martin
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council approves the concept of the brochure as designed by ACED, for promotional use by the MAOHT Health Human Resource Recruiter. Carried.
 - 2024-03 Moved by D. Patterson - Seconded by V. Roeder-Martin
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council agrees to fund the Burk's Falls Family Health Team up to \$2000.00 one time towards the rebranding project. Carried.
 - 2024-04 Moved by N. Hofstetter - Seconded by B. Kneller
THEREFORE BE IT RESOLVED THAT members of the Almaguin Highlands Health Council will approach individual Councils for a contribution of \$1000.00 for 2024 to cover healthcare related activities in the Almaguin Highlands, to be revisited annually. Carried.

5. ITEMS FOR DISCUSSION:

a) Update on 'Local Share'

MAHC has selected the site for the Bracebridge location- 300 Pine Street. The next stage of the project requires discussions as to what services will be housed in which location. Determination of services at each location is still under discussion. There have been no concrete decisions made at this time. User Groups are assisting in the determination. Note that Emergency services are not on table for discussion – Emergency will be available at both locations. MAHC will visit communities early this new year to receive feedback on the matter. When the community meetings are announced, please share widely.

b) Progress Report: R. Ward provided the group with an overview of the Progress Report.

Potential Health and Wellness Centre

The individual with interest in building the health and wellness centre in Armour is collecting costing and pulling together a business plan. Armour is looking at how the funding model could work and the feasibility of the options (i.e. is there an approach that makes sense for the region?). They are working through scenarios and hope to bring information to the table soon.

This discussion led to another regarding the current Burk's Falls building and the ability for an expansion, what Burk's Falls plans are for the building. It was noted that the replacement of the x-ray machine has prompted a lot of thought about healthcare in the area. All options must be coordinated with a view to the future. Is there room for expansion on the new potential build in Armour if it is needed? What would it take to expand the current Burk's Falls location? The group agrees they need to work towards a mutual plan both model and structure. Council will keep their focus on Almaguin wide healthcare and not on one building. The solutions need to stand the test of time.

c) Other business

Promotional Material for Healthcare Recruitment

ACED was approached by S. Keast, HHR Recruiter with the MAOHT to develop a promotional tool for Almaguin. A draft brochure was shared. Feedback included images that better represent the facilities, wording/contact adjustments, and service changes. C. Metcalf collected feedback from the group and will use it to prepare a new draft. The brochure will also be shared with R. Paul and S. McKinnon for their FHT input. Once complete it would be a product used in a variety of formats including social media.

C. Metcalf will attain quotes on a finished glossy product. If the Recruiter budget is used for printing it is said there will be less money to attend events as it is the same budget.

The goal would be to have the brochure available for recruitment events scheduled end of January and beginning of February.

Branding Support Request from the Burk's Falls Family Health Team

The Burk's Falls Family Health Team is without branding or a website. They have been able to attain a grant from ACED for \$3000.00 for a branding project but are short approx. \$4300.00 to complete it. They are seeking assistance from the AHH Council for the remaining balance. After discussion about funds remaining in the bank account which contains only \$4767.00 of unallocated funds, the Council determined they would be comfortable to provide \$2000.00 towards the project considering there may be future requests from others for branding, or additional requests for support from other Almaguin communities.

Unused OTN Funds

C. Barr will contact Machar and South River regarding their \$2500.00 donations towards OTN replacement and if they agree to redirect the funds towards other initiatives related to healthcare in Almaguin. Initial request was not responded to.

Funding for Health Care initiatives in Almaguin





N. Hofstetter presented the idea of requesting \$1000.00 annually from the 10 municipal councils that would be held in the AHHC account for future requests. The requests may include subsidies for new providers as was done for the dentist in Burk's Falls, or for requests from Health Teams etc. It was suggested that a process for approving, and review requests be established for equity. The funds would be considered for all the Almaguin communities. \$1000.00 requested annually would potentially provide \$10,000.00 and eliminate the individual requests to Council, streamlining the process.

2024-05 Moved by T. Bryson - Seconded by C. Hope





THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:15 am to meet again on February 1, 2024, at 10:00 am at the Almaguin Highlands Health Centre. Carried.

AHH Council – Key Areas of Focus & Progress- January 2024

This summary provides the information related to the key areas of Focus and Progress as outlined in June 2019 for the Almaguin Highlands Health Council...

			
Ontario Health Team Partnership	High-Speed Internet Throughout Almaguin Highlands	Attract & Retain Healthcare Professionals	Coordinate Healthcare Services to Serve Entire Region
<p>Document and communicate the specific healthcare needs of the entire Almaguin Highlands in order to create our vision of people-centred care within our own community. Establish partnership with OHT (or OHT's) which aligns with and supports our vision.</p>	<p>Ensure that high-speed internet, a key component in the future of healthcare delivery, is available to every resident of the Almaguin Highlands. The goal is to help level the playing field and ensure our residents can access existing and future digital healthcare options.</p>	<p>Ensure excellent healthcare to our region through continuous efforts to both attract new professionals and retain the ones we have. The goal is to build an exceptional team of healthcare professionals, working together across the region.</p>	<p>Advocate for new and expanded healthcare services and help influence decisions which protect our region. Continually partner with our healthcare providers in support of the specific healthcare needs of our community.</p>

Progress: Items in red and bolded below are new this month...

	<ul style="list-style-type: none"> • AHHC participation in MAOHT Collaboration Steering Committee, Digital Working Group, Health Human Resources Working Group and Home and Community Care Working Group (on-going); Joined Palliative Care Task Force (May 2023) • Burk's Falls FHT now <u>full</u> partner of the Ontario Health Team, joining Sundridge Medical Team
	<ul style="list-style-type: none"> • Additional high-speed announcements for Almaguin Highlands confirmed – April 2023
	<ul style="list-style-type: none"> • BFFHT renovations completed • Provided letters of support from across the region for additional Primary Care funding – BFFHT and Sundridge Medical Team • MAOHT "recruitment funding" complete
	<ul style="list-style-type: none"> • Forecast funds raised by AHHC municipalities as of 1-Sep-2023 - \$4,518,000 (MAHC Local Share) and \$1,253,000 (Almaguin) • MAHC hospital build now a 'go' with Local share confirmations – Bracebridge site now selected (December 2023) • On-going discussions and investigations regarding potential new Health and Wellness Centre for Almaguin Highlands



CLEARVIEW
TOWNSHIP

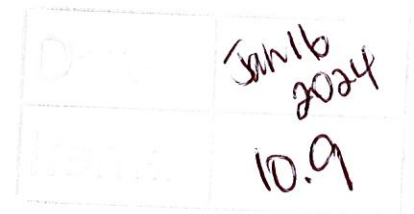
Clerk's Department
Township of Clearview
Box 200, 217 Gideon Street
Stayner, Ontario L0M 1S0
clerks@clearview.ca | www.clearview.ca
Phone: 705-428-6230

December 12, 2023

File: C00.2023

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

Sent by Email



RE: Cemetery Transfer/Abandonment Administration & Management Support

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;

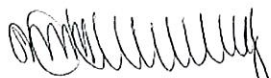
Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- 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



CLEARVIEW

Staff Report

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;

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;
- 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:

Cemetery Name	Address	Status
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