

Township of McMurrich/Monteith
Regular Council Meeting - Agenda
Tuesday, December 2nd, 2025 – 7:00pm

Meeting to be held inside Municipal Office/Fire Hall

1. Call to Order:
2. Confirmation of the minutes of the previous meeting:
 - 2.1 Council – November 18, 2025
3. List of proposed resolutions for the meeting:
4. Declaration of pecuniary interest and general nature thereof:
 - should a member have a disclosure of pecuniary interest, they are to declare the nature thereof now or at any time during the meeting
5. Delegations:
 - 5.1 Staff Report: Fire Chief
 - 5.2 Staff Report: Public Works Superintendent
6. Business Arising From a Previous Meeting:
 - 6.1 Sprucedale United Church/Dragonfly Café
 - Municipal Planner's Report – Use of Building
 - CBO Report – requirements re: operations
7. Quotes, Tenders, RFP's:
 - None
8. Accounts for Approval:
 - None
9. Applications:
 - None
10. Bylaws:
 - 10.1 55-2025 Confirm Council Meeting – November 18, 2025
11. Council Reports:
 - None
12. Correspondence:
 - 12.1 Belvedere Heights Home for the Aged – Minutes – August 27, 2025
13. New Business:
 - None

14. Closed Session: Section 239 (2)

None

15. Council Concerns:

16. Adjournment:

Dates to Remember:

Wednesday, December 3rd – Annual Firefighter Food Drive

Sunday, December 7th – Recreation Event – Christmas Social – Doors open at 4:30pm

Tuesday, December 9th – Recreation Committee Meeting – 7pm

Tuesday, December 16th – Regular Council Meeting – 7pm

Holiday Closures: Administration Office closed from December 25th, 2025, reopening January 5th, 2026

Landfill Site closed December 26th, 27th, 2025 and January 2nd, 2026

Tuesday, January 20th, 2026 – one Regular Council meeting in January – 7pm

Dec 2,
2025
2.1

**MINUTES OF McMURRICH/MONTEITH TOWNSHIP
REGULAR COUNCIL MEETING – TUESDAY, NOVEMBER 18, 2025**

The Council of the Township of McMurrich/Monteith met Tuesday, November 18, 2025 inside the Council Chambers

Present: Mayor: Glynn Robinson; Council Members: Vicky Roeder-Martin, Daniel O'Halloran, Terry Currie, and Craig White

Staff present: Cheryl Marshall, Clerk/Treasurer; Allyson Pedwell, Deputy Clerk/Treasurer; Doug Godin, CBO; Neil Hellam, Public Works Superintendent

Audience: Mark Dunbar, Gay Gupta, Bill Davidson, Doug Roeder, Margaret Davidson, Dianne Roeder, Isobel McAughey, Sylvia Leeder, Mike Miller, David Woodall, Bill Lilley, Reta Lilley, Joy Burt, Gary Burt, Shane Kropf, Valerie Martin

1. **Opening of the meeting by the Mayor –**
The meeting was called to order at 7:00PM
2. **Confirmation of the minutes of the previous meeting;**
 - 2.1 Council – November 4, 2025
 - 2.2 Recreation – November 12, 2025
3. **List of proposed resolutions for the meeting;**
4. **Declaration of Pecuniary Interest and the nature thereof;**
Vicky Roeder-Martin declared a Pecuniary Interest with items 5.1 and 5.3 on this agenda due to being a member of the Sprucedale United Church.
5. **Delegations;**
 - 5.1 Sprucedale United Church – D. Woodall and M. Millar, request guidance from Council on how to use the United Church building to serve the community: Mike Miller explained the challenges that the United Church is facing. They would like to know from Council what direction they can go. They are not expecting a resolution at this meeting.
 - 5.2 Staff Report: Public Works- Council discussed the Greenstone Engineering report regarding the landfill capacity report and that we retain the information to expand the landfill when that time period comes. Staff discussed grinding that needs to be done and sending out promotional topics to the public. Discussion regarding beaver dams and trapping.

5.3 Staff Report: Administration – Discussion regarding the United Church and the report given to Council from the Township Planner. Staff discussed Council can help by relief in the fees.

5.4 Staff Report: Chief Building Inspector- Staff explained the numbers in the report. Council would like to see a comparative from 2024 to 2025.

6. Business arising From a Previous Meeting;

None

7. Quotes, Tenders, RFP's;

None

8. Accounts for Approval;

None

9. Applications;

None

10. By-laws;

10.1 53-2025 Confirm Council Meeting – November 4, 2025

10.2 54-2025 Property Standards Bylaw- revised

11. Reports;

None

12. Correspondence;

12.1 Ministry of Finance – 2026 Ontario Municipal Partnership Fund (OMPF) Allocation

12.2 AH OPP Detachment Board – Agenda for November 12th meeting, Minutes of Oct 8th meeting

12.3 Southeast AH Regional Fire Services Committee – Meeting Minutes - Nov 6, 2025

13. New Business

None

14. Closed session, section 239 2

None

15. Council Concerns:

Member O'Halloran – letter was received at the Planning Board; the Town of Kearney would like a resolution allowing them to leave the Planning Board. There would be financial implications to each municipality on the Planning Board if Kearney was to leave.

Mayor Robinson would like to plan for our CAO retirement.

The Public Works Superintendent brought up 2nd Avenue Road assumption. Our engineer cannot 100% say that the road has passed. Staff will bring this information to the next Council meeting. Neil would like to know if we can plow the road before we assume it.

16. Adjournment: Council adjourned this meeting at 8:28pm.

Resolutions:

2025-255 Roeder-Martin/Currie

Be It Resolved that Council approves the minutes of the Regular Council meeting held November 4, 2025. **Carried**

2025-256 Currie/Roeder-Martin

Be It Resolved that Council receives the minutes of the Recreation Committee meeting held November 12, 2025. **Carried**

2025-257 Roeder-Martin/Currie

Be It Resolved that Council receives the Waste Capacity Assessment Report as prepared by Greenstone Environmental Engineering. **Carried**

2025-258 Roeder-Martin/Currie

Be It Resolved that Council receives the Staff Report from Doug Godin, Chief Building Official dated November 18, 2025. **Carried**

2025-259 O'Halloran/White

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 53-2025 to confirm the council meeting held November 4, 2025. **Carried**

2025-260 White/O'Halloran

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 54-2025 to prescribe standards for the maintenance and occupancy of buildings and property. **Carried**

2025-261 O'Halloran/White

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

2025-262 White/O'Halloran


Be It Resolved that Council adjourns this meeting at 8:28pm until Tuesday, December 2, 2025, at 7:00 pm.

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

DRAFT

Dec 2/3
2025
5.1

	Report to Council
To	Mayor and Council
From	Fire Chief Ryan McFarland
Date of Meeting	December 2 nd 2025
Report Title	Monthly report

Fire Rating

FIRE RATING TO LOW AS OF NOV 1, Daytime burning allowed

General Information

The 2026 training schedule is nearing completion.

The 2025 firefighter pay is near completion.

The department Truck and equipment checks have been completed by crew.

Switch over to winter operation/set up will take place.

Ice/Water rescue refresher is on the schedule for December. A crew did participate in Magnetawan fires training night this month for that topic.

We had four members complete their 1041 instructor 1 course and are now waiting results from the exam. After that they will be able to assist in our training program.

Personnel

Sara Mason has made the decision to step down from the fire department this month.

Training

- Nov 17th-Structure fire
- Nov.18th- Chimney fire
- Nov.19th Auto extrication joint training in perry township
- Nov.26th - Water/Ice rescue water training in Magnetawan (2 personnel sent out to assist)
- Nov.26th – Truck and equipment checks.

Upcoming

- Dec.3rd - Food Drive
- Dec.9th Lithium-Ion Battery fire presentation by OCI Group. Said Ismail -Manager southern Ontario, Electrical forensic engineer and fire investigator.

Equipment

- Still waiting on two minor repairs on 411, a roller on the pre-connect bed is damaged and another trim piece has separated.
- The department piercing nozzle was damaged beyond repair at a recent structure fire and will need to be replaced.

Fire Chief: Ryan McFarland

Dec 2
2025
S.2



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

E-Mail: clerk@mcmurrichmonteith.com

Mayor: Glynn Robinson

Clerk/Treasurer: Cheryl Marshall

PUBLIC WORKS REPORT

DATE: 02 December 2025

TO: Members of Council

FROM: Neil Hellam, Public Works Superintendent

RE: Activity Report

Grading

Grading continues while weather is permitting. We were out on Stisted South, south of 2nd Ave to grade and put 5 loads of 7/8 Crusher run on road at same time. Used Backhoe to repair potholes on East Bear Lake Road

Plow trucks

Truck #4 is back from the Dealer that we had it towed to for a no start issue. It was fitted with the plow and wing as well as undercoated. After the first storm it went out and lost half of the rear lights. It went back to the repair shop. Received it back a couple days later and found ground issues along the frame.

Winter sand

Darren Neil has completed the winter sand.

Shop

The yard has been cleaned and organized for the most part with some ongoing changes.

Exl-aire will be doing overhead heater annual inspections on Shop and Fire Hall mid-December. Waiting on the date.

Brushing is ongoing. East Bear Lake Road has been completed from Bayside Drive to turn around. We will be going back to Stisted South as weather permits. Safety and depth of snow will say what we can do.

We are working on purchasing a used loader. Maybe final by the council meeting.

Beaver Issues

We are currently working on some sort of a beaver bylaw.

Advantages of us trapping ourselves is we control when trapped and water table

Disadvantages

- 1] If we trap, we will have to give the crew member time to check and maintain traps and town time.
- 2] It will take one or two employees away from any other duties.
- 3] If residents give us permission to trap and manage dams on their property, who is liable for any tree, ground damage if machine used to clear dams?
Not to mention we will have to rent a mini-Excavator for some areas where town Backhoe can't assess.
- 4] Any environmental impact caused by machine travel or blown line.
- 5] If we go on private property how far do we go to service? Eyesight from road or miles into bush to maintain someone dam issues.
- 6] Safety concern if someone gets hurt on private property.

My Recommendation

We leave it the way it is with property owners dealing with their own issues as the onus is on them already.

If we do pay for someone to get trappers license, I would like something to say what town gets out of it for their money, such as so many animals trapped, lifetime of free trapping as long as employed by town.

It is probably best if they trap as a sub-contractor so all items listed above is on that person and will have to trap on own time and town not liable.

We currently have wire mesh over culvert inlets on some problem areas.

We will be installing big O pipe in key locations come spring. They will be inserted into culverts and dams to maintain water heights but without trapping everything it is just maintaining numbers and letting beavers and musk rats build their dams but water table will be maintained. We still could clean out inlets of culverts couple times of year to maintain the buildup.

NEW SERVICES COMING SOON:

We have ordered new services from our taxation software provider to better serve our ratepayers:

- to allow for ratepayers to have their tax accounts on Pre-Authorized Debit (PAD),
- an internal system to email tax notices directly to ratepayers,
- an online portal whereby ratepayers can check their tax accounts for balances

Other software extensions were ordered to assist internal tasks, such as bank reconciliation, cemetery administration and AP Electronic funds transfer.

Planning Services Update:

Rick Hunter will attend the January 2026 Council meeting to provide an update on the various subdivision planning files.

Why The Dragonfly Collective is Considered Accessory Institutional Use

Dec 2
2025
6-1

Prepared for: McMurrich-Monteith Township Council

Prepared by: Sprucedale United Church

Date: November 18, 2025

Purpose:

To provide Township Council with clear planning, zoning, and regulatory reasons why the Sprucedale United Church feels that The Dragonfly Collective should be recognized as an *accessory institutional use* within an existing Place of Worship / Place of Assembly, rather than a "restaurant," and therefore should continue operating under the existing Institutional zoning without triggering a zoning amendment, Official Plan amendment, or commercial reclassification.

The Core Planning Issue: "Use" vs. "Accessory Use"

An "accessory institutional use" under the Ontario Planning Act is not explicitly defined by the Act itself, which primarily addresses residential accessory uses like secondary units. Instead, it is determined by local municipal bylaws and is defined as a use that is incidental to the principal institutional use on the lot. The key criteria are that it must be secondary to the main use and must be physically and functionally related to it. We conclude that:

If a food-service activity is subordinate and incidental to a permitted primary use, it is considered an accessory use and does not constitute a new zoning use.

Sprucedale United Church is zoned *Institutional*, which permits:

- Place of Worship
- Place of Assembly
- Community Centre
- Institutional Camp
- Office
- ... and other institutional uses.

The Dragonfly Collective:

- operates within the church building
- is subordinate to worship, community ministry, pastoral care, and outreach
- is not profit-driven
- is mission-aligned
- operates limited hours (three days per week, 9 a.m.–3 p.m.)
- provides free services (internet, community space, washroom access)
- reinvests all revenue in the church's charitable operations

We feel that this meets the criteria of an accessory institutional use.

We also feel that this is the same planning logic that allows:

- church soup kitchens
- drop-ins
- community centres and arenas with snack bars
- seniors’ centres providing meals
- food pantries offering hot lunches
- stores and restaurants on the main floor of a condo building

without triggering the need to rezone.

The Dragonfly Collective is Not a “Restaurant” Under Use-Based Zoning Principles

Municipal zoning distinguishes uses by intent, function, and predominant activity.

As a comparison to the Dragonfly Collective, a “Restaurant” typically exhibits:

<u>Commercial Restaurant</u>	<u>Dragonfly Collective</u>
Profit-driven business	Charitable outreach ministry
Food service is primary purpose	Food service is <i>secondary</i> to ministry & community support
Requires purchase to occupy space	No purchase required, space is free and open
Market-priced menu	Low-cost items; mission pricing
Full-time operation	3 days/week, 6 hours/day
Independent business	Integrated into church operations

Even the architect’s draft report from October 30, 2025 on the first page recognizes that:

“In my professional opinion, the use of the Assembly Hall is less a restaurant and more an extension of the Church and its mission.”

Why the Architect’s Report Should Not Be Read as a Zoning Determination

The Oct. 30 report uses the phrase “*Change of Use, Assembly Hall to Restaurant*” because the architect reviewed things using the lens of a “restaurant” designation.

The report does not state that the Collective *is* a restaurant under zoning law. It provides a technical analysis of building-code requirements *if* such a designation were to be imposed.

Township Council should understand:

- The report anticipates how Township staff may frame the issue; it is not a planning-law conclusion.

- The author explicitly affirms the Collective is an extension of the church's mission, not a restaurant.
- The report does not examine accessory-use criteria.
- The report does not fully analyze tax implications, planning precedent, or the Provincial policy intent that is specifically focused on complete communities.

Property-Tax Implications (Significant Risk to the Church)

Rezoning to "commercial" or "restaurant" could result in:

- Municipal Property Assessment Corporation reassessing part of the building as commercial space
- Partial loss of property-tax exemption
- Annual taxation on the Collective's floor area
- Creation of a precedent affecting other charities in the Township and beyond
- Long-term financial instability for our 134-year-old community institution

Township Council is entitled to consider financial/public-interest risks when interpreting the zoning.

Provincial Policy Context Supports the Church's Interpretation

We feel that The Dragonfly Collective aligns with:

- Ontario's Rural Community Sustainability goals
- Healthy Communities and Social Inclusion policy frameworks
- Efforts to maintain services in townships where essential amenities have closed
- The principle of adaptive reuse of historic institutional buildings

There is no provincial policy that encourages municipalities to reclassify charitable outreach kitchens as restaurants that we are aware of.

What Sprucedale United Church Is Asking From Township Council

Sprucedale United Church respectfully requests that Township Council:

1. Confirm that The Dragonfly Collective is an accessory institutional use within the existing zoning.
2. Direct Township staff to work collaboratively with the Church to complete building-permit and fire-safety compliance without requiring rezoning.
3. Affirm the public-benefit nature of The Dragonfly Collective, which serves a vital social function in the absence of other community gathering places.

This would avoid unnecessary rezoning, taxation, and administrative burdens while preserving a successful and valued community service.

We respectfully ask Township Council to please:

1. Confirm that Dragonfly Collective is an accessory institutional use

The Collective is part of the Church's charitable outreach and is subordinate to the primary use as a Place of Worship and Place of Assembly.

2. Confirm that no rezoning or Official Plan amendment is required

Food service as part of outreach is a long-recognized accessory use in institutional settings across Ontario.

3. Allow the Church to complete fire-safety and building-permit requirements under the existing zoning

We are committed to full compliance and transparency.

4. Recognize that rezoning would create significant and unnecessary risk

Rezoning could trigger MPAC commercial tax assessment, impose financial hardship, and set a precedent affecting other nonprofits.

5. Affirm the community value of the Dragonfly Collective

The Collective fills essential rural gaps:

- public space
- social connection
- seniors' support
- food access
- internet access
- safe community hub

With the general store and hotel out of business, The Dragonfly Collective is now the only accessible gathering place in Sprucedale with fixed, limited, year round hours.

The Dragonfly Collective is:

- Not a commercial restaurant
- Not profit-driven
- Not a primary use
- Not competing with similar businesses in the area
- Not open for extended hours
- Not independently operated

Conclusion:

Township Council's confirmation that Dragonfly Collective is an accessory use under existing zoning will:

- Protect a 134-year community institution
- Maintain essential rural services
- Avoid unnecessary municipal bureaucracy
- Ensure continued safety and compliance
- Support community well-being and social inclusion

ANTICIPATED Q&A

Q1. “Why isn’t The Dragonfly Collective a restaurant?”

A: Because food service is not the primary use. It is a charitable outreach ministry, limited hours, minimal menu, no purchase required, and fully subordinate to the Church’s primary institutional purpose.

Q2. “Your architect calls The Dragonfly Collective a restaurant in the report.”

A: The architect was asked by the church to analyze what would be required *if* the Township classified it as a restaurant. That heading reflects the church’s original framing—not a zoning conclusion. The body of the report states that the Collective is an extension of the Church’s mission.

Q3. “What prevents the Church from expanding into a full restaurant in the future?”

A: We are willing to commit in writing to:

- limited hours
 - modest menu
 - outreach purpose
 - no expansion of equipment beyond current fire code requirements
-

Q4. “Is the Church competing with local businesses?”

A: There are currently no restaurants, no general store, and no hotel operating in Sprucedale. If one opens, we will adjust to avoid overlap. Piccadilly Bill’s Fish and Chips mostly deep fry their food. The Dragonfly Collective has no plans to install a deep fryer because of the safety and fire risks associated with such equipment.

Q5. “What happens if the Township requires the Church to rezone?”

A: It risks partial loss of property-tax exemption, triggers multi-stage bureaucratic processes, and threatens the future of our 134-year-old church. We will most likely abandon this initiative.

Q6. “What do you want from the Township Council?”

A: A confirmation that Dragonfly Collective is an accessory institutional use so we can complete fire-safety compliance under our existing zoning designation.

Dec 2,
2025
6.1

MEMORANDUM

TO: Mayor Robinson and members of Council

FROM: Rick Hunter

DATE: November 11, 2025

SUBJECT: Sprucedale United Church
Permitted Accessory Uses
Planning Review

Representatives from the Sprucedale United Church will be appearing as a delegation at the upcoming Council meeting on November 18, 2025. The purpose of the presentation is to obtain direction from Council on how to proceed with recognizing their current outreach endeavour, operating a café/restaurant from the church property. As part of the review, an opinion has been provided by Duncan Ross, Architect (October 31, 2025), and a presentation summary has been provided to Township in advance of the delegation. Both of these submissions have been reviewed.

The property has not been inspected, and the comments and recommendations are put forward based on a review of the information provided by the Church and a review of the official plan and zoning by-law.

The property fronts on and obtains access from Highway 518 West, a Provincial Highway. As such, the property is subject to the access and use requirements of the province. The applicants will need to confirm with the Ministry that the proposed activity and potential zoning change will comply with applicable Provincial requirements.

According to Zoning By-law 16-2016, as amended, the property is currently zoned Institutional (IN), recognizing the historic use as a church.

As part of the church outreach, and in an effort to provide activities that generate income to assist with the costs of maintaining the operation of the church, a café/restaurant use has been established in the church.

The question that has arisen is whether or not this use is permitted on the property, as part of the church activities.

Table 4 of the Zoning By-law permits the following principal and accessory uses in the Institutional Zone:

Principal Uses:

- Cemetery
- Community Centre
- Conservation Use
- Institutional Camp
- Nursing Home
- Place of Assembly
- Place of Worship
- School
- Wayside Pit or quarry

Accessory Uses include:

- Office

For context, the following definitions in the zoning by-law are relevant:

Section 2.109 defines a Restaurant as “Premises where food is offered for sale or sold to the public primarily for immediate consumption”. Based on this definition, the current use as a café would be considered a restaurant.

Section 2.95 defines a Place of Worship, as a church for the administration of the religious institution.

Section 2.94 defines a Place of Assembly as “Premises designed and used to accommodate gatherings of people such as clubs, reception halls, funeral homes, conference centres, legion halls, community halls and lodges, and for events such as trade shows, banquets and political or other conventions.”

Permitted accessory uses in the Institutional Zone do not include a restaurant.

A restaurant is a permitted principal use in the General Commercial (CG) zone and as an accessory use in the Tourist Commercial (CT) zone.

The General Commercial(CG) zone also permits a broad range of commercial and institutional uses, including a convenience store, day care centre, place of assembly, place of worship, restaurant, retail store, among other uses.

Where a use is specifically defined in the zoning by-law, and permitted in specific zones, it would not be permitted in other zones where the use is not specified.

Based of these provisions in the Zoning By-law, the use as a café would meet the definition of a restaurant and would not currently be considered a permitted principal or accessory use



in the Institutional Zone. As such, a zoning amendment would be required to recognize the proposed use.

The applicants would have the option of considering the following approaches to rezoning:

- Keep the property zoned Institutional, and permit a restaurant as a site specific accessory use on the property; or
- Rezone the property to General Commercial (CG), which would permit the restaurant and a variety of other commercial uses in addition to the existing place of worship and place of assembly.

It is noted as well that all changes of use would be required to comply with applicable Building Code and Fire Code requirements, including those related to water supply and sanitary sewage disposal.

I do not anticipate any conformity issues with the provisions of the Official Plan, which identify the property as being in the Settlement Area of Sprucedale. A range of commercial and institutional uses are contemplated in Sprucedale, provided they can be adequately serviced. There are no provisions in the Official Plan that would preclude consideration of either rezoning the property to General Commercial, or adding the proposed restaurant use to the list of permitted uses on the United Church property.

I trust this provides Council and the applicants with the information required to move forward with an application. Please advise if you require any further information.


Respectfully submitted,



Rick Hunter, MCIP, RPP
Planning Consultant for the
Township of McMurrich/Monteith



Dec 2, 2025
6.1

	Report to Council
To	Mayor and Council
From	Doug Godin, Chief Building Official
Date of Meeting	December 02, 2025
RE:	To recommend that Council receive the letter to United Church, for information purpose.

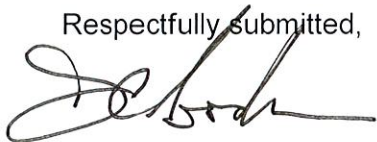
Recommendation:

That Council receives this report for information purposes.

Attached:

Letter to United Church /Dragonfly Café, outlining the next steps required for Restaurant.

Respectfully submitted,



CBO: Doug Godin



TOWNSHIP OF McMURRICH/MONTEITH

District of Parry Sound
P.O. Box 70 31 William Street
Sprucedale, Ontario P0A 1Y0
Phone 705-685-7901 Fax 705-685-7393
Website: www.mcmurrichmonteith.com
E-Mail: clerk@mcmurrichmonteith.com

Mayor: Glynn Robinson Clerk/Treasurer: Cheryl Marshall

November 27, 2025

United Church / Dragonfly Café

2415 Highway 518 West
Sprucedale, ON P0A 1Y0

Re: Required Submissions and Compliance Items – Building & Fire Departments

To Whom It May Concern,

Please be advised that the following information and documentation are required by the Township's Building Department and Fire Department in relation to the operations of the United Church and Dragonfly Café.

To ensure efficient communication and prevent misunderstandings, we request that one individual be designated as the authorized representative for both the Church and the Café. This individual will act as the primary point of contact with the Building and Fire Departments. An authorization form will be required confirming this designation.

Building Department Requirements

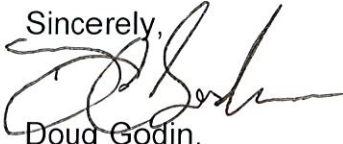
1. Submission and approval of a planning application.
 2. A complete building permit application for the commercial suppression system and NFPA-compliant kitchen hood, including:
 - Site Plan
 - Manufacturer's specifications for the NFPA hood
 - Suppression system design
 - Building Code Matrix
 - Floor plan of the entire building, including seating layout
 - MTO permit, or written confirmation that a permit is not required
 - Confirmation from NBMCA that the existing septic system is adequate
-

Fire Department Requirements

- Installation of a commercial kitchen hood
 - Semi-annual inspections
 - Maintenance cleaning records
 - Installation of a Class K extinguisher in the kitchen
 - Placement of ABC extinguishers at each exit
 - Monthly safety inspections
 - Annual testing and maintenance of fire safety equipment
 - Arrangement of a fire extinguisher training session with the Fire Department
-

If you have any questions or require clarification regarding these requirements, please do not hesitate to contact our office.

Sincerely,



Doug Godin,
CBO

McMurrich/Monteith Building Department

Office: 705-685-7901

Email: doug.godincbo@armourtownship.ca



Ryan McFarland,
Chief

McMurrich/Monteith Fire Department

Office: 705-685-7901

Email: mmfdchief@mcmurrichmonteith.com

Date Printed
11-28-2025 8:42 AM

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

Dec 2 2025
8.1

Page 1

Bank Code - AP - ACCOUNTS PAY

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
9795 A7303668	11-04-2025	Abell Pest Control Inc.			
		MT-GA - Garage And Shop Sup	Pest Control roads garage	52.92	
		11-200 - A/R - HST Receivable	HST Tax Code	2.60	
		11-200 - A/R - HST Receivable	HST Tax Code	3.24	
		99-996 - HST Paid	HST Tax Code	2.60 NL	
		99-996 - HST Paid	HST Tax Code	4.16 NL	58.76
9796 94701	11-04-2025	Aben Graphics Ltd			
		16-124-16 - Admin - Misc Suppli	6000 envelopes window/noi	912.77	
		11-200 - A/R - HST Receivable	HST Tax Code	44.85	
		11-200 - A/R - HST Receivable	HST Tax Code	55.97	
		99-996 - HST Paid	HST Tax Code	44.85 NL	
		99-996 - HST Paid	HST Tax Code	71.76 NL	1,013.59
9797 ARM 25-161 ARM25-163	11-04-2025	Armour Township			
		MT-HA - Roads - Training	training/lunch - Surface min	120.00	120.00
		16-125 - Gen Govt-Election Exp	2025 Joint Audit Complianc	125.00	125.00
			Payment Total:		245.00
9798 011657	11-04-2025	Bonazza Fire Extinguishers			
		16-124-16 - Admin - Misc Suppli	replace and install fire exting	86.44	
		11-200 - A/R - HST Receivable	HST Tax Code	4.25	
		11-200 - A/R - HST Receivable	HST Tax Code	5.30	
		99-996 - HST Paid	HST Tax Code	4.25 NL	
		99-996 - HST Paid	HST Tax Code	6.79 NL	95.99
9799 4659	11-04-2025	ClayMar Electric			
		16-315-10 - Upgrades to Municipi	electrical work: LED lights, r	4,551.22	
		11-200 - A/R - HST Receivable	HST Tax Code	223.63	
		11-200 - A/R - HST Receivable	HST Tax Code	279.08	
		99-996 - HST Paid	HST Tax Code	223.63 NL	
		99-996 - HST Paid	HST Tax Code	357.80 NL	5,053.93
9800 Oktoberfest	11-04-2025	private information			
		16-724-09 - Recreation - Oktobe	p/c authentic drinks for Oktc	72.25	72.25
9801 INV326299 INV326266	11-04-2025	Creighton Rock Drill Limited			
		EQ-12P - Truck #12 - Repairs (F	drive swivel, bolts,pins,wash	1,624.18	
		EQ-04P - Truck # 4 Repairs (P	drive swivel, bolts,pins,wash	2,043.73	
		11-200 - A/R - HST Receivable	HST Tax Code	180.22	
		11-200 - A/R - HST Receivable	HST Tax Code	224.92	
		99-996 - HST Paid	HST Tax Code	180.22 NL	
		99-996 - HST Paid	HST Tax Code	288.36 NL	4,073.05
		EQ-04P - Truck # 4 Repairs (P	plow blades	2,923.44	
		11-200 - A/R - HST Receivable	HST Tax Code	143.64	
		11-200 - A/R - HST Receivable	HST Tax Code	179.28	
		99-996 - HST Paid	HST Tax Code	143.64 NL	
		99-996 - HST Paid	HST Tax Code	229.84 NL	3,246.36
			Payment Total:		7,319.41
9802 328018	11-04-2025	Environmental 360 Solutions Ltd.			
		16-735-10 - Parks - Materials	Beach st Portable Toilet Re	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
328019		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	157 Almaguin Portable Toile	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
328020		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	26 Birch Portable Toilet Ren	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
328021		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	Portable Toilet Rental	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
319527		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	Baseball field Portable Toile	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
319035		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	Beach St Portable Toilet Re	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
319036		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	157 Almaguin Dr Portable T	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
319037		99-996 - HST Paid	HST Tax Code	12.02 NL	271.60
		99-996 - HST Paid	HST Tax Code	19.23 NL	
		16-735-10 - Parks - Materials	26 Birch Crt Portable Toilet	244.58	
		11-200 - A/R - HST Receivable	HST Tax Code	12.02	
		11-200 - A/R - HST Receivable	HST Tax Code	15.00	
				12.02 NL	271.60
				19.23 NL	
				Payment Total:	2,172.80
9803	11-04-2025	Fastenal			
ONHUN201585		MT-GA - Garage And Shop Sup	YZ HCS Kit	876.85	
		11-200 - A/R - HST Receivable	HST Tax Code	43.08	
		11-200 - A/R - HST Receivable	HST Tax Code	53.77	
		99-996 - HST Paid	HST Tax Code	43.08 NL	
		99-996 - HST Paid	HST Tax Code	68.94 NL	973.70
9804	11-04-2025	Home Building Centre			
2267476		MT-GA - Garage And Shop Sup	security snapsx12	52.39	
		11-200 - A/R - HST Receivable	HST Tax Code	2.57	
		11-200 - A/R - HST Receivable	HST Tax Code	3.21	
		99-996 - HST Paid	HST Tax Code	2.57 NL	
		99-996 - HST Paid	HST Tax Code	4.12 NL	58.17
9805	11-04-2025	Kidd's Home Hardware			

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
2978488		MT-GA - Garage And Shop Sup	supplies	189.25	
		16-734-11 - Community Centre	supplies	10.16	
		11-200 - A/R - HST Receivable	HST Tax Code	9.80	
		11-200 - A/R - HST Receivable	HST Tax Code	12.22	
		99-996 - HST Paid	HST Tax Code	9.80	NL
		99-996 - HST Paid	HST Tax Code	15.67	NL
2979411		MT-GA - Garage And Shop Sup	tape	26.44	
		11-200 - A/R - HST Receivable	HST Tax Code	1.30	
		11-200 - A/R - HST Receivable	HST Tax Code	1.62	
		99-996 - HST Paid	HST Tax Code	1.30	NL
		99-996 - HST Paid	HST Tax Code	2.08	NL
					29.36
			Payment Total:		250.79
9806	11-04-2025	Muskoka Auto Parts			
624971/1		MT-GA - Garage And Shop Sup	Clevis slip & grab hook	63.41	
		11-200 - A/R - HST Receivable	HST Tax Code	3.12	
		11-200 - A/R - HST Receivable	HST Tax Code	3.88	
		99-996 - HST Paid	HST Tax Code	3.12	NL
		99-996 - HST Paid	HST Tax Code	4.98	NL
					70.41
9807	11-04-2025	REV - McMurrich/Monteith Township			
9808	11-04-2025	McMurrich/Monteith Township			
250047-021-1		12-710 - Temporary Liabilities	care and maintenance niche	165.00	165.00
9809	11-04-2025	Minister Of Finance			
platerenew26		11-231 - Prepaid Expense	Plate renewals 2026	6,477.75	6,477.75
9810	11-04-2025	Munisoft			
2025/26-02994		16-244-02 - Building - Training	MS Excel - webinar	121.09	
		11-200 - A/R - HST Receivable	HST Tax Code	5.95	
		11-200 - A/R - HST Receivable	HST Tax Code	7.43	
		99-996 - HST Paid	HST Tax Code	5.95	NL
		99-996 - HST Paid	HST Tax Code	9.52	NL
					134.47
9811	11-04-2025	Near North Business Machines			
67782		16-124-22 - Admin - Telephone	admin telephone	260.27	
		16-458-19 - Landfill - Telephone	landfill telephone	52.22	
		16-214-33 - Fire - Telephone	Fire telephone	104.21	
		PR-R2W - Telephone	Public Works telephone	51.40	
		11-200 - A/R - HST Receivable	HST Tax Code	23.00	
		11-200 - A/R - HST Receivable	HST Tax Code	28.70	
		99-996 - HST Paid	HST Tax Code	23.00	NL
		99-996 - HST Paid	HST Tax Code	36.80	NL
					519.80
67494		16-124-15 - Admin - Copier fees	copier fees: BLK 4295; CLF	229.04	
		11-200 - A/R - HST Receivable	HST Tax Code	11.25	
		11-200 - A/R - HST Receivable	HST Tax Code	14.05	
		99-996 - HST Paid	HST Tax Code	11.25	NL
		99-996 - HST Paid	HST Tax Code	18.01	NL
					254.34
			Payment Total:		774.14
9812	11-04-2025	Northern Upfitters			
19772		EQ-01P - Truck # 1 - Repairs (F	trailer wiring/sander repair	2,350.59	
		11-200 - A/R - HST Receivable	HST Tax Code	115.50	
		11-200 - A/R - HST Receivable	HST Tax Code	144.14	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		99-996 - HST Paid	HST Tax Code	115.50 NL	
		99-996 - HST Paid	HST Tax Code	184.79 NL	2,610.23
9813	11-04-2025	Planscape			
477313		12-710 - Temporary Liabilities	Horn Lk, email & f/u boat la	519.80	519.80
477325		12-710 - Temporary Liabilities	rvw site plan, lot 26	1,403.46	1,403.46
477390		16-815 - Planning/Zoning	site plan shoreline lots, corr	234.05	
		11-200 - A/R - HST Receivable	HST Tax Code	11.50	
		11-200 - A/R - HST Receivable	HST Tax Code	14.35	
		99-996 - HST Paid	HST Tax Code	11.50 NL	
		99-996 - HST Paid	HST Tax Code	18.40 NL	259.90
477393		16-815 - Planning/Zoning	Corresp re: saw mill on prop	374.48	
		11-200 - A/R - HST Receivable	HST Tax Code	18.40	
		11-200 - A/R - HST Receivable	HST Tax Code	22.96	
		99-996 - HST Paid	HST Tax Code	18.40 NL	
		99-996 - HST Paid	HST Tax Code	29.44 NL	415.84
477392		12-710 - Temporary Liabilities	Corresp re deeming issues.	363.86	363.86
477389		12-710 - Temporary Liabilities	Round Lk: corr, planning rej	1,975.24	1,975.24
477391		16-815 - Planning/Zoning	resp Twp re: ref plan descri	140.43	
		11-200 - A/R - HST Receivable	HST Tax Code	6.90	
		11-200 - A/R - HST Receivable	HST Tax Code	8.61	
		99-996 - HST Paid	HST Tax Code	6.90 NL	
		99-996 - HST Paid	HST Tax Code	11.04 NL	155.94
			Payment Total:		5,094.04
9814	11-04-2025	Purolator Inc.			
525149642		16-124-13 - Admin - Postage	delivery of mail	66.73	
		11-200 - A/R - HST Receivable	HST Tax Code	2.42	
		11-200 - A/R - HST Receivable	HST Tax Code	3.03	
		99-996 - HST Paid	HST Tax Code	2.42 NL	
		99-996 - HST Paid	HST Tax Code	3.88 NL	72.18
525155839		16-124-13 - Admin - Postage	delivery of mail	8.04	
		11-200 - A/R - HST Receivable	HST Tax Code	0.40	
		11-200 - A/R - HST Receivable	HST Tax Code	0.49	
		99-996 - HST Paid	HST Tax Code	0.40 NL	
		99-996 - HST Paid	HST Tax Code	0.63 NL	8.93
			Payment Total:		81.11
9815	11-04-2025	Russell Christie LLP			
B-029/030/031		12-710 - Temporary Liabilities	consent agreement B-029-3	2,190.76	2,190.76
White		16-815 - Planning/Zoning	roadway transfer	950.31	
		11-200 - A/R - HST Receivable	HST Tax Code	43.21	
		11-200 - A/R - HST Receivable	HST Tax Code	53.93	
		99-996 - HST Paid	HST Tax Code	43.21 NL	
		99-996 - HST Paid	HST Tax Code	69.14 NL	1,047.45
Lajuenesse		12-710 - Temporary Liabilities	deeming bylaw	1,027.73	1,027.73
			Payment Total:		4,265.94
9816	11-04-2025	Ryerson Township			
FC Sept		16-212-01 - Fire Chief - Expenses	Sept hours, miles & expens	4,181.75	4,181.75
9817	11-04-2025	Spectrum Telecom Group Ltd.			
102223		16-124-16 - Admin - Misc Suppli	router rental -Nov-Dec 31, 2	10.18	
		11-231 - Prepaid Expense	router rental -Jan-Oct 31, 2	56.50	
		11-200 - A/R - HST Receivable	HST Tax Code	0.50	
		11-200 - A/R - HST Receivable	HST Tax Code	0.62	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
INV-53335-X2P:		99-996 - HST Paid	HST Tax Code	0.50 NL	
		99-996 - HST Paid	HST Tax Code	0.80 NL	67.80
		16-123-03 - Municipal Office Ex	install antenna for base radi	848.18	
		11-200 - A/R - HST Receivable	HST Tax Code	41.68	
		11-200 - A/R - HST Receivable	HST Tax Code	52.01	
		99-996 - HST Paid	HST Tax Code	41.68 NL	
		99-996 - HST Paid	HST Tax Code	66.68 NL	941.87
			Payment Total:		1,009.67
9818	11-04-2025	Staples Professional			
71489435		16-124-16 - Admin - Misc Suppli	office supplies: scissor, pen	84.04	
		11-200 - A/R - HST Receivable	HST Tax Code	4.13	
		11-200 - A/R - HST Receivable	HST Tax Code	5.16	
		99-996 - HST Paid	HST Tax Code	4.13 NL	
		99-996 - HST Paid	HST Tax Code	6.61 NL	93.33
9819	11-04-2025	Jean (John) Theriault			
OctMile		16-124-16 - Admin - Misc Suppli	mileage October 2025	465.33	
		11-200 - A/R - HST Receivable	HST Tax Code	22.89	
		11-200 - A/R - HST Receivable	HST Tax Code	28.56	
		99-996 - HST Paid	HST Tax Code	22.89 NL	
		99-996 - HST Paid	HST Tax Code	36.62 NL	516.78
9820	11-04-2025	TJB Construction			
1189		16-458-17 - Landfill - Misc. Supp	Disposal Bin (40 yrd)	1,108.17	
		11-200 - A/R - HST Receivable	HST Tax Code	54.45	
		11-200 - A/R - HST Receivable	HST Tax Code	67.95	
		99-996 - HST Paid	HST Tax Code	54.45 NL	
		99-996 - HST Paid	HST Tax Code	87.12 NL	1,230.57
9821	11-04-2025	Tulloch Engineering Inc.			
2031224		16-315-08 - Roads Needs Study	Road Needs Study	3,215.62	
		11-200 - A/R - HST Receivable	HST Tax Code	158.00	
		11-200 - A/R - HST Receivable	HST Tax Code	197.18	
		99-996 - HST Paid	HST Tax Code	158.00 NL	
		99-996 - HST Paid	HST Tax Code	252.80 NL	3,570.80
9822	11-04-2025	private information			
2025-04		12-710 - Temporary Liabilities	entrance permit deposit ret	300.00	300.00
9823	11-06-2025	Matt Plant			
2025 Piper		16-124-16 - Admin - Misc Suppli	Piper - RemembranceDayC	150.00	150.00
9824	11-06-2025	private information			
25-Remembranc		16-124-16 - Admin - Misc Suppli	food-remembrance day cer	184.88	184.88
9825	11-17-2025	A.J. Stone Company Ltd.			
0000194965		16-214-15 - Fire - Turnout Gear	helmet flashing x5	441.15	
		11-200 - A/R - HST Receivable	HST Tax Code	21.68	
		11-200 - A/R - HST Receivable	HST Tax Code	27.05	
		99-996 - HST Paid	HST Tax Code	21.68 NL	
		99-996 - HST Paid	HST Tax Code	34.68 NL	489.88
0000194406		16-214-19 - Fire - Tools, Alarms	foam	1,958.88	
		11-200 - A/R - HST Receivable	HST Tax Code	96.25	
		11-200 - A/R - HST Receivable	HST Tax Code	120.12	
		99-996 - HST Paid	HST Tax Code	96.25 NL	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		99-996 - HST Paid	HST Tax Code	154.00 NL	2,175.25
			Payment Total:		2,665.13
9826	11-17-2025	Abell Pest Control Inc.			
A7474369		16-734-11 - Community Centre	Pest Control Comm Centre	61.52	
		11-200 - A/R - HST Receivable	HST Tax Code	3.02	
		11-200 - A/R - HST Receivable	HST Tax Code	3.78	
		99-996 - HST Paid	HST Tax Code	3.02 NL	
		99-996 - HST Paid	HST Tax Code	4.84 NL	68.32
9827	11-17-2025	Town Of Parry Sound			
2024-16		16-520 - Ambulance	Land Ambulance Levy	7,454.00	7,454.00
9828	11-17-2025	Armour Township			
ARM 25-166		16-244 - Building - Contracted C	CBO hours & expenses Oct	5,706.84	
		11-200 - A/R - HST Receivable	HST Tax Code	280.41	
		11-200 - A/R - HST Receivable	HST Tax Code	349.95	
		99-996 - HST Paid	HST Tax Code	280.41 NL	
		99-996 - HST Paid	HST Tax Code	448.65 NL	6,337.20
9829	11-17-2025	Bell Mobility			
NovBel		16-458-17 - Landfill - Misc. Supp	LF Internet stick	94.28	
		11-200 - A/R - HST Receivable	HST Tax Code	4.63	
		11-200 - A/R - HST Receivable	HST Tax Code	5.78	
		99-996 - HST Paid	HST Tax Code	4.63 NL	
		99-996 - HST Paid	HST Tax Code	7.41 NL	104.69
9830	11-17-2025	Currie Truck Center			
05510953S		EQ-02P - Truck # 2 - Repairs (P	repairs on truck2: repl CPC	2,677.61	
		11-200 - A/R - HST Receivable	HST Tax Code	131.57	
		11-200 - A/R - HST Receivable	HST Tax Code	164.19	
		99-996 - HST Paid	HST Tax Code	131.57 NL	
		99-996 - HST Paid	HST Tax Code	210.50 NL	2,973.37
9831	11-17-2025	East Parry Sound Veterinary			
2025ComFees		16-124-09 - Admin - Donations/	2025 East Parry Sound Vet	90.00	90.00
9832	11-17-2025	Private Payroll Information			
2024-17		12-710 - Temporary Liabilities	Remittance	605.00	605.00
9833	11-17-2025	Fisher's Regalia			
58164		16-214-03 - Fire - Uniforms	twill pants & cargo pants	167.90	
		11-200 - A/R - HST Receivable	HST Tax Code	8.25	
		11-200 - A/R - HST Receivable	HST Tax Code	10.30	
		99-996 - HST Paid	HST Tax Code	8.25 NL	
		99-996 - HST Paid	HST Tax Code	13.20 NL	186.45
9834	11-17-2025	Grant Thornton LLP			
NOR-80569		16-131 - Audit/Accounting Expe	interim billing with audit	4,436.74	
		11-200 - A/R - HST Receivable	HST Tax Code	218.00	
		11-200 - A/R - HST Receivable	HST Tax Code	272.06	
		99-996 - HST Paid	HST Tax Code	218.00 NL	
		99-996 - HST Paid	HST Tax Code	348.80 NL	4,926.80
9835	11-17-2025	Greenstone Engineering			
1843		16-458-21 - Landfill - Monitoring	2025 fall sampling program	3,304.66	
		11-200 - A/R - HST Receivable	HST Tax Code	162.38	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
1668		11-200 - A/R - HST Receivable	HST Tax Code	202.64	
		99-996 - HST Paid	HST Tax Code	162.38 NL	
		99-996 - HST Paid	HST Tax Code	259.80 NL	3,669.68
		16-458-21 - Landfill - Monitoring	2025 spring sampling progr.	3,304.66	
		11-200 - A/R - HST Receivable	HST Tax Code	162.38	
		11-200 - A/R - HST Receivable	HST Tax Code	202.64	
		99-996 - HST Paid	HST Tax Code	162.38 NL	
		99-996 - HST Paid	HST Tax Code	259.80 NL	3,669.68
			Payment Total:		7,339.36
9836	11-17-2025	Grenville			
AR3224478		16-124-15 - Admin - Copier fees	meter reading: admin fee	5.09	
		11-200 - A/R - HST Receivable	HST Tax Code	0.25	
		11-200 - A/R - HST Receivable	HST Tax Code	0.31	
		99-996 - HST Paid	HST Tax Code	0.25 NL	
		99-996 - HST Paid	HST Tax Code	0.40 NL	5.65
9837	11-17-2025	Griffith Bros. Service Centre Ltd			
93266		EQ-02P - Truck # 2 - Repairs (P	tow service	1,017.60	
		11-200 - A/R - HST Receivable	HST Tax Code	50.00	
		11-200 - A/R - HST Receivable	HST Tax Code	62.40	
		99-996 - HST Paid	HST Tax Code	50.00 NL	
		99-996 - HST Paid	HST Tax Code	80.00 NL	1,130.00
9838	11-17-2025	Northbay Parrysound Healthunit			
2024-16		16-518 - Public Health Unit	Health Unit Levy	2,297.67	2,297.67
9839	11-17-2025	Hydro One Networks Inc.			
NovHydro		16-380 - Street Lighting	Hydro - street lights	198.10	
		PR-B1M - Hydro Garage	Hydro - Roads Garage	236.17	
		16-214-32 - Fire - Hydro - Statio	Hydro - Fire Hall	253.78	
		16-734-13 - Community Centre	Hydro - Comm Centre	479.34	
		16-458-13 - Landfill - Hydro	Hydro - Landfill	29.66	
		16-124-23 - Admin - Hydro	Hydro - Admin	179.11	
		11-200 - A/R - HST Receivable	Hydro - hst rebate	174.36	1,550.52
9840	11-17-2025	Ideal Supply Inc.			
6065957		16-214-22 - Fire - Vehicle Fuel,	def fluid	39.11	
		11-200 - A/R - HST Receivable	HST Tax Code	1.92	
		11-200 - A/R - HST Receivable	HST Tax Code	2.40	
		99-996 - HST Paid	HST Tax Code	1.92 NL	
		99-996 - HST Paid	HST Tax Code	3.08 NL	43.43
9841	11-17-2025	Malcolm Oliphant			
PW		EQ-11P - Truck #11 - Repairs (F	parts for chevy	113.95	
		MT-GA - Garage And Shop Sup	work clothes allowance	96.58	
		11-200 - A/R - HST Receivable	HST Tax Code	10.34	
		11-200 - A/R - HST Receivable	HST Tax Code	12.92	
		99-996 - HST Paid	HST Tax Code	10.34 NL	
		99-996 - HST Paid	HST Tax Code	16.56 NL	233.79
9842	11-17-2025	Muskoka Auto Parts			
629201/1		MT-GA - Garage And Shop Sup	3/4" DR X 36mm Deep pwr	42.72	
		11-200 - A/R - HST Receivable	HST Tax Code	2.10	
		11-200 - A/R - HST Receivable	HST Tax Code	2.62	
		99-996 - HST Paid	HST Tax Code	2.10 NL	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
627584/1		99-996 - HST Paid	HST Tax Code	3.36 NL	47.44
		MT-GA - Garage And Shop Sup	shockwave impact duty	39.64	
		11-200 - A/R - HST Receivable	HST Tax Code	1.95	
		11-200 - A/R - HST Receivable	HST Tax Code	2.43	
		99-996 - HST Paid	HST Tax Code	1.95 NL	
		99-996 - HST Paid	HST Tax Code	3.11 NL	44.02
			Payment Total:	91.46	
9843	11-17-2025	McMurrich/Monteith Township			
Oct2025		16-124-09 - Admin - Donations/	lunch donation	20.00	20.00
9844	11-17-2025	McMurrich/Monteith Township			
250047-021		12-710 - Temporary Liabilities	Niche VDyk	790.00	790.00
9845	11-17-2025	Minister Of Finance			
4227102513521		16-220 - Policing	September Police Services	18,898.00	18,898.00
9846	11-17-2025	Omers			
OctOmers		12-540 - OMERS Liability	October Omers Remittance	13,846.86	13,846.86
9847	11-17-2025	R & S Mobile			
00542		EQ-12P - Truck #12 - Repairs (F	emissions test	218.78	
		EQ-04P - Truck # 4 Repairs (Pe	emissions test	218.79	
		11-200 - A/R - HST Receivable	HST Tax Code	21.50	
		11-200 - A/R - HST Receivable	HST Tax Code	26.83	
		99-996 - HST Paid	HST Tax Code	21.50 NL	
		99-996 - HST Paid	HST Tax Code	34.40 NL	485.90
9848	11-17-2025	RAM Training			
0005		MT-HA - Roads - Training	Common Core Course x4	7,733.76	
		11-200 - A/R - HST Receivable	HST Tax Code	380.00	
		11-200 - A/R - HST Receivable	HST Tax Code	474.24	
		99-996 - HST Paid	HST Tax Code	380.00 NL	
		99-996 - HST Paid	HST Tax Code	608.00 NL	8,588.00
9849	11-17-2025	Raymond Griffiths			
PW		MT-GA - Garage And Shop Sup	work boots and clothing allc	327.71	
		11-200 - A/R - HST Receivable	HST Tax Code	16.32	
		11-200 - A/R - HST Receivable	HST Tax Code	20.36	
		99-996 - HST Paid	HST Tax Code	16.32 NL	
		99-996 - HST Paid	HST Tax Code	26.10 NL	364.39
9850	11-17-2025	Receiver General For Canada			
OctSD		12-520 - Income Tax Liability	Payroll Source Deductions (22,191.91	22,191.91
9851	11-17-2025	Russell Christie LLP			
65-048-047		16-124-36 - Admin - Legal	road allowance request to p	123.94	
		11-200 - A/R - HST Receivable	HST Tax Code	6.09	
		11-200 - A/R - HST Receivable	HST Tax Code	7.60	
		99-996 - HST Paid	HST Tax Code	6.09 NL	
		99-996 - HST Paid	HST Tax Code	9.74 NL	137.63
65-048-052		16-124-36 - Admin - Legal	unsafe order advice	198.55	
		11-200 - A/R - HST Receivable	HST Tax Code	9.76	
		11-200 - A/R - HST Receivable	HST Tax Code	12.18	
		99-996 - HST Paid	HST Tax Code	9.76 NL	
		99-996 - HST Paid	HST Tax Code	15.61 NL	220.49
65-048-053		16-124-36 - Admin - Legal	review & corres, notrial cop	791.94	

Township of McMurrich-Monteith
List of Accounts for Approval
Batch: 2025-00097 to 2025-00102

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		11-200 - A/R - HST Receivable	HST Tax Code	38.91	
		11-200 - A/R - HST Receivable	HST Tax Code	48.56	
		99-996 - HST Paid	HST Tax Code	38.91 NL	
		99-996 - HST Paid	HST Tax Code	62.26 NL	879.41
			Payment Total:		1,237.53
9852	11-17-2025	TD Canada Trust			
NovTD		16-734-11 - Community Centre	pilot light for oven	611.03	
		12-710 - Temporary Liabilities	credit for wedding lco	-734.60	
		16-214-20 - Fire - Office Expens	adobe	26.45	
		16-123-04 - Purchase of furnitur	drop box	547.16	
		16-724-09 - Recreation - Oktobe	P/C of beverages	340.65	
		16-734-11 - Community Centre	chafing dish fuel cans for kil	68.12	
		16-124-16 - Admin - Misc Suppli	canadian flags	62.28	
		16-124-16 - Admin - Misc Suppli	adobe	26.45	
		16-124-16 - Admin - Misc Suppli	headphones/flags	110.17	
		16-124-16 - Admin - Misc Suppli	cash back credit	-287.14	
		11-200 - A/R - HST Receivable	HST Tax Code	52.07	
		11-200 - A/R - HST Receivable	HST Tax Code	64.99	
		99-996 - HST Paid	HST Tax Code	52.07 NL	
		99-996 - HST Paid	HST Tax Code	83.32 NL	887.63
9853	11-17-2025	Trans Canada Safety			
60511		16-214-26 - Fire - Bunker Gear	bunker buster 20L	249.30	
		11-200 - A/R - HST Receivable	HST Tax Code	12.25	
		11-200 - A/R - HST Receivable	HST Tax Code	15.29	
		99-996 - HST Paid	HST Tax Code	12.25 NL	
		99-996 - HST Paid	HST Tax Code	19.60 NL	276.84
70938		16-213-02 - Medical - Supplies	SMART pads AED	117.41	
		11-200 - A/R - HST Receivable	HST Tax Code	5.77	
		11-200 - A/R - HST Receivable	HST Tax Code	7.20	
		99-996 - HST Paid	HST Tax Code	5.77 NL	
		99-996 - HST Paid	HST Tax Code	9.23 NL	130.38
68224		16-214-19 - Fire - Tools, Alarms	hose strangler	301.58	
		11-200 - A/R - HST Receivable	HST Tax Code	14.82	
		11-200 - A/R - HST Receivable	HST Tax Code	18.49	
		99-996 - HST Paid	HST Tax Code	14.82 NL	
		99-996 - HST Paid	HST Tax Code	23.71 NL	334.89
69979		16-214-11 - Fire - Bldg.Maint, PI	testing & calib of gas decter	559.68	
		11-200 - A/R - HST Receivable	HST Tax Code	27.50	
		11-200 - A/R - HST Receivable	HST Tax Code	34.32	
		99-996 - HST Paid	HST Tax Code	27.50 NL	
		99-996 - HST Paid	HST Tax Code	44.00 NL	621.50
			Payment Total:		1,363.61

Payroll – November, 2025

\$37,723.85

TOTAL AP:

\$192,725.78

Dec 21
2025
10.1

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 55 - 2025

Being a By-Law to confirm the proceedings of Council
Meeting: November 18, 2025

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 Mayor 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 2nd day of December, 2025.

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

Dec 2,
2025
12.1

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, August 27, 2025, 1500 hr
In person, Parry Sound Fire Hall**

Directors Present (voting): Joe Beleskey
Paul Borneman, Vice Chair
Cheryl Ward
Pamela Wing, Chair
Debbie Zulak

Director (via phone) Don Carmichael, Secretary/Treasurer
Director Regrets: Gail Finnson

Staff Attending (non voting): Joel Pennant, Administrator
John Vanderhorst, Environmental Services Manager
Linda Taylor, CSS Program Manager

Staff Regrets: Tessa Gardner, Financial Analyst (vacation)

8.1 **Call to Order:** The Board Chair called the meeting to order at 3:10 p.m.

2.0 **Confirmation of Quorum:** A quorum was achieved.

3.0 **Conflict of Interest:** No conflicts were declared.

4.0 **Land Acknowledgement** – J. Pennant provided the Land Acknowledgement.

Board requested that the land acknowledgment text be included with the agenda.

We will begin this event Board Meeting by acknowledging that we are meeting on aboriginal land that has been inhabited by Indigenous peoples from the beginning. As settlers, we're grateful for the opportunity to meet here and we thank all the generations of people who have taken care of this land - for thousands of years. Long before today, as we gather here, there have been aboriginal peoples who have been the stewards of this place. In particular, we acknowledge (Ojibiwa/Chippewa peoples). We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples have made, both in shaping and strengthening this community, and our province and country as a whole. As settlers, this recognition of the contributions and historic importance of Indigenous peoples must also be clearly and overtly connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our communities, and in particular to bring justice for murdered and missing indigenous women and girls across our country.

5.0 Approval of Agenda:

#BH-65/25

Moved by C. Ward, seconded by J. Beleskey that be it resolved that the Board of Management accepts the agenda.

Carried.

6.0 Approval of Minutes:

#BH-66/25

Moved by P. Borneman, seconded by D. Zulak that be it resolved that the minutes of the Board of Management meetings held June 25, 2025, be approved as amended.

Carried.

7.0 Financial Reports:

#BH-67/25

Moved by C. Ward, seconded by J. Beleskey that the financial reports as of June 2025 be accepted without presentation. The August 2025 financials with commentary will be presented at the September board meeting.

Carried.

As of July 2025, the operating surplus is \$216,934.

William Brooks, our financial consultant from Casselholme is targeting a sep 2025 completion of the budget module to be applied to the 2026 budget in the fall.

8.0 Standing Items:

8.1 Life Lease Report: J. Pennant

Joel commented on the life lease. Nine on waiting list of which four are only interested in renting. Unit 202 is still in limbo waiting for the trustee to put it up for sale or rental.

8.2 Community Support Services Report: L. Taylor

Linda noted that the budget increase at 0.6% was much less than the anticipated 3% increase. She is diligent in monitoring costs and collecting user fees. Also negotiating pricing for lunch and learn meal costs. Clearly a need to advocate for increase in Ministry funding

The two-year senior connect grant is expiring. She is currently applying for a new horizons grant that will incorporate the lessons learned from seniors connect. If successful, this new initiative will be based at the community centre in Rosseau.

She has hired new volunteer coordinator effective sep 17th. More volunteers are needed as drivers, home visitors to support clients at home. Other initiatives include leveraging the Ontario gas tax funds to provide additional funds for transportation. Navigating access to services has become more confusing because of the myriad of websites. The OHT website is under development could be a means to provide a single source after they address issues such as caredove vs. 211 service provision.

8.3 West Parry Sound Ontario Health Team Update: D. Carmichael, C. Ward

Don reported that the province is providing targeted funding for all OHTs to enhance primary care with a commitment to place all unattached patients to a doctor or nurse practitioner (perhaps a clinic) by 2029. All OHTs must also develop a strategy to get alternate level of care patients out of acute hospital beds back into their homes. Clinical care pathways must be established to help keep patients out of hospital starting with chronic obstructive pulmonary disease, congestive heart failure and asthma.

Our OHT has been working on finalizing mission, vision, values statement and branding activities with logo design. Still waiting for the next iteration of the collaborative decision making agreement that will

specify the membership categories, decision making process and the risk allocation across voting members. The current fund holder agreement expires in sep 2025. Assessing the potential impact of OHT on Belvedere is key.

9.0 Matters Arising:

9.1 Building Update

Belvedere Construction and Renovation Update – Summary

J. Vanderhorst provided a detailed update on ongoing construction and renovation activities at Belvedere Heights:

1. Construction Update:

- The life lease entrance has been used as the temporary main entrance during the construction of the foundations for the new construction. The current main entrance has been reopened as of Aug 27th
- The basement CSS and auditorium levels are being drywalled
- Forms for the foundation for the new bed addition are complete
- Crawl space is completely empty and will provide new storage capacity following the completion of the build that should enable the elimination of the sea can storage.
- John continues to identify deficiencies in the original design (such as a vestibule at the future main entrance), storage pace and savings in construction such as retaining his office
- John meets daily with the review Dean (site superintendent) to be aware of daily activities and any coordination that is required. He noted that

9.2 Dietary Update - J. Pennant

An interim dietary manager has been hired on a three-month contract to provide support during the ongoing medical leave of M. Mullin.

9.3 Uniform Program

For information, J. Pennant included a sample price list to provide uniform options for belvedere staff

9.4 RFP for Auditor

J. Pennant will evaluate the timing of issuing the RFP that was approved at the June 2025 meeting.

10.0 New Business:

10.1 Financial Tracking

The Board expressed interest in receiving a monthly progress report on the new build. This report should include summary of change orders and design modifications that may increase or decrease the construction cost. There is a \$1.3 million contingency built into the contract to address change orders and other items that might be billed on time and material basis. Joel will take the lead.

Carried.

10.2 Finance and Governance Committee

For at least the duration of the new build, the Board will not resume regular finance and governance committee meetings. As required, the Board will create ad hoc committees to address matters as they arise, as was the case several years ago with the life lease ad hoc committee.

12.0 Other Reports

12.1 Chair Report

12.2 Administrators Report

- FFE (In progress, we have quotes for beds and mattresses, I am working with Diane from complete purchasing for furniture quotes and I have distributed some of the quotes find to the managers.
- Dietary coverage by Shefali from plan A has 7 weeks left.
- 1 Compliance order from the ministry of LTC (regarding responsive behaviors), 4 written notifications (continence, IPAC, FALLS & MANDATORY REPORTING.
- Ministry of Labor Inspection 1 order (compressed gas storage)
- ONIP and immigration programs (staff doing consults with Tabitha)
- Uniform program
- New role descriptions
- Staff member Assault (police have been notified)
- Critical Incidents 10 critical incidents (financial abuse, falls, abuse/neglect)

13.0 Correspondence (none)

14.0 Closed Session

L. Taylor and J. Vanderhorst left the meeting at 04:35 p.m. P, Wing thanked them for their reports and contribution to the meeting.

#BH-68/25

Moved by C. Ward, seconded by P. Borneman that the meeting move into closed session at 04:36 p.m.
Carried.

J. Pennant presented findings and recommendations pertaining to a human resources matter in dietary. The Board expressed support for the recommended approach.

#BH-69/25

Moved by P. Borneman, seconded by J. Beleskey that the meeting move out of closed session at 04:58 p.m.

Carried.

15.0 Adjournment

#BH-70/25

Moved by P. Borneman, seconded by J. Beleskey that there being no further business to conduct, the meeting terminated at 04:58 p.m.

Carried.

P. Wing, Chair

7.1 Financial Reports