

Township of McMurrich/Monteith
Regular Council Meeting - Agenda
Tuesday, March 17, 2026 – 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 – February 17, 2026
 - 2.2 Strategic Planning Committee – February 26, 2026
 - 2.3 Recreation Committee – March 10, 2026
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: Draft 2026 Budget
 - 5.2 Staff Report: Recreation: Advertising Proposal
 - 5.3 Staff Report: Part time Chief Administrative Officer position
6. Business Arising From a Previous Meeting:
None
7. Quotes, Tenders, RFP's:
None
8. Accounts for Approval:
None
9. Applications:
 - 9.1 Consent Application – B-001, 002 and 003/26 Conc. 3, Pt Lots 22 + 23, Conc. 4, Pt Lot 22 (Stinson)
10. Bylaws:
 - 10.1 14-2026 Confirm Council Meeting – March 3, 2026
 - 10.2 15-2026 AMPS bylaw and repeal bylaw 30-2025
 - 10.3 16-2026 Open air burning and repeal bylaw 08-2023 + Fire Chief's Report
 - 10.4 17-2026 Road naming and repeal bylaws 08-1995, 11-2000, 29-2021, 57-2025
 - 10.5 18-2026 Adopt Use of Corporate Resources for Election Purposes Policy
 - 10.6 19-2026 Regulate the placement of Municipal Election Signs in the Township of McMurrich/Monteith
 - 10.7 20-2026 Record the inventory of municipal maintained roads and to adopt Minimum Maintenance Standards

11. Council Reports:

None

12. Correspondence:

12.1 Town of Parry Sound – EMS Advisory Committee Minutes – February 26, 2026

12.2 AH Health Centre – Agenda Package – March 5, 2026

12.3 FONOM – resolution of support – Urgent Action on Highway Safety – Highways 11 and 17

13. New Business:

None

14. Closed Session: Section 239 (2)

None

15. Adjournment:

Dates to Remember:

Interim Tax Notices – Installment due dates – March 27 and May 27

April 3rd – Good Friday and April 6th – Easter Monday – Office and Landfill Site Closed

Tuesday, April 14th – Recreation Committee Meeting – 7pm

Wednesday, April 15th – Strategic Planning Committee Meeting - 3pm

Thursday, April 16th - Information Session for Municipal Election Candidates – 6-8pm – BF Arena

Tuesday, April 7th and 21st – Regular Council Meetings – 7pm

PLEASE CHECK THE TOWNSHIP WEBSITE AT WWW.MCMURRICHMONTEITH.COM AND/OR FACEBOOK PAGE FOR CANCELLATION NOTICES PRIOR TO THE MEETING

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**MINUTES OF McMURRICH/MONTEITH TOWNSHIP
REGULAR COUNCIL MEETING - TUESDAY, MARCH 3, 2026**

The Council of the Township of McMurrich/Monteith met Tuesday, March 3, 2026, inside the Council Chambers

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

Staff present: John Theriault, CAO, Cheryl Marshall, Clerk/Treasurer, Allyson Pedwell, Deputy-Clerk/Deputy-Treasurer, Neil Hellam, Public Works Superintendent, and Ryan McFarland, Fire Chief

Audience: John Martin and Paula Boyd

1. Opening of the meeting by the Mayor;

The meeting was called to order at 7:00 p.m.

2. Confirmation of the minutes of the previous meeting;

2.1 Council – February 17, 2026.

2.2 Recreation Committee – February 11, 2026.

3. List of proposed resolutions for the meeting.

4. Declaration of Pecuniary Interest and the nature thereof;

There were no declarations made by members of council.

5. Delegations;

5.1 Council reviewed the report from the Public Works Superintendent. Council discussed the possibility of blading the roads more often to make them better. The Public Works Superintendent is requesting to start discussions on the replacement of the grader and the possibility of expanding or replacing the municipal garage.

5.2 The Fire Chief presented his report, which was discussed by Council. Questions were asked and answered.

6. Business arising From a Previous Meeting;

None

7. Quotes, Tenders, RFP's;

None

8. Accounts for Approval;

8.1 Council reviewed and approved the February 2026 accounts in the amount of \$281,359.41.

9. Applications;

None

10. By-laws;

10.1 12-2026 – Confirm Council Meeting – February 17, 2026.

10.2 13-2026 – To appoint a Chief Building Official.

11. Council Reports;

None

12. Correspondence;

- 12.1 Township of Joly, Township of Nairn and Hyman and FONOM, requested support for a resolution they passed asking the government for continued and increased funding for steel and lumber industries. Council passed a resolution of support.
- 12.2 The Municipality of Magnetawan requested support for a resolution asking the government to strengthen affordability of high-speed internet. Council passed a resolution of support.
- 12.3 Council reviewed the February 26, 2026, agenda and the January 22, 2026, minutes of the ACED Board.
- 12.4 Council reviewed the October 9, 2025, meeting minutes of the Almaguin Recycling Initiative Board and their proposed 2026 budget.
- 12.5 The Township of Papineau-Cameron requested support for a resolution they passed that enrollment capacity for the Ontario Veterinary College be expanded. Council passed a resolution of support.
- 12.6 Council reviewed the minutes of the January 21, 2026, Burk's Falls, Armour & Ryerson Union Public Library.
- 12.7 Council reviewed the 2026 requested levy for the Parry Sound land ambulance. The levy will be added to the 2026 budget.

13. New Business

None

14. Closed session

None

15. Adjournment: Council adjourned this meeting at 7:33 p.m.

Resolutions:

2026-51 White/O'Halloran

Be It Resolved that Council approves the minutes of the Regular Council meeting held on February 17, 2026. **Carried**

2026-52 O'Halloran/White

Be It Resolved that Council receives the minutes of the recreation Committee meeting held on February 11, 2026. **Carried**

2026-53 White/O'Halloran

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 12-2026 to confirm the council meeting held February 17, 2026. **Carried**

2026-54 O'Halloran/White

Be It Resolved that Council accepts first, second and third readings and hereby passes Bylaw 13-2026 to appoint Chief Building Official Andrew McGee and repeal By-law #22-2024. **Carried**

2026-55 White/O'Halloran

Be It Resolved that Council supports Resolution 2026-061 from the Township of Joly urging the Government of Ontario to introduce additional financial, regulator, and policy-based supports to ensure that Ontario's steel, forestry, and lumber sectors remain competitive, resilient, and able to withstand ongoing international trade pressures. **Carried**

2026-56 Currie/Roeder-Martin

Be It Resolved that Council supports resolution #2026-20 from the Municipality of Magnetawan calling upon the Government of Canada including Innovation, Science and Economic Development Canada (ISED) to strengthen affordability requirements tied to federal broadband funding and universal access programs. **Carried**

2026-57 Currie/Roeder-Martin

Be It Resolved that Council supports resolution 2026-50 from the Township of Papineau-Cameron requesting that the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, and the Canadian Veterinary College to allow more qualified applicants to pursue certification as large animal veterinarians. **Carried**

2026-58 Roeder-Martin/Currie

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

2026-59 Currie/Roeder-Martin

Be It Resolved that Council adjourns this meeting at 7:33 p.m. until Tuesday, March 17, 2026, at 7:00 pm. **Carried**

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

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McMurrich/Monteith
Strategic Planning Committee Meeting Minutes
Thursday, February 26, 2026 – 3:00PM

Present: Vicky Roeder-Martin (Chairperson), Craig White (Council Member), Joanne Baker (Member)

Absent: Annette DeCoste

Guests: none

Recording Secretary: Allyson Pedwell (Municipal Staff)

1. Call To Order at 3:00pm

2. Declarations of Pecuniary Interest:

There were no declarations of pecuniary interest.

3. Acceptance of Minutes of Meeting:

January 15, 2026

4. New Business:

None

5. Old Business:

5.1 AI technology within the Municipality: The Committee discussed the advantages of incorporating AI technology in Committee and Council meetings, as well as day to day operations of the Township.

5.2 ACED survey update: Staff updated the Committee that we have received several responses from the survey and will report back once more responses have been received.

6. Information Sharing:

Member Roeder-Martin reminded staff that an audio amplifying system was to be installed in the Council Chambers.

The next meeting the Committee would like an update from the CAO regarding status of the action items of the Strategic Plan and an update on the ACED business survey

7. Adjournment:

The Committee adjourns this meeting at 4:10 pm until April 15, 2026 at 3pm.

8. Resolutions:

2026-03 Baker/White

Be It Resolved that the Committee approve the minutes of the meeting held January 15, 2026.

Carried

2026-04 White/Baker

Be It Resolved that the Committee recommends the attached proposal for Council's review. **Carried**

2026-05 White/Baker

Be It Resolved that the Committee adjourn the meeting at 4:10pm to meet again on April 15, 2026 at 3pm. **Carried**

Chairperson – Vicky Roeder-Martin

Deputy Clerk/Treasurer- Allyson Pedwell

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2.3

**McMurrich/Monteith Recreation Committee
Minutes of Recreation Committee Meeting
Tuesday, March 10, 2026 – 7:00 PM**

Present Darlene Pedwell, Melissa Marshall, Stephanie Piercey, Annette DeCoste (Members); Craig White, Terry Currie (Council Representatives); Allyson Pedwell (Municipal Staff)
Absent: Jodie Armstrong
Volunteers/Guests: Glynn Robinson, John Martin, Deb Morrison

1. Call To Order

Terry Currie called the meeting to order at 7:00pm

2. Declaration of Pecuniary Interest

None

3. Acceptance of Minutes of Meeting

The Committee accepted the Minutes of the meetings held February 11, 2026.

4. Delegation

John Martin, Bar Services: The Committee heard from John Martin with suggestions on how to improve bar services.

5. Old Business

5.1 Family Fun Night – The Committee discussed the March Family Fun Night set up time and preparation.

5.2 Winterfest- The Committee discussed the after action report, including the drummer, the snowhill in a great location and the games.

5.3 Summerfest- The Committee discussed action items including: entertainment, performers, activities, food vendors.

5.4 Advertising in the Rink: The Committee made a decision on the price for advertisement on each board. Resolution to be sent to Council.

6. New Business

None

7. Information Sharing

Annette DeCoste: Inquired about Volunteer Appreciation Week. Staff and Council will be planning the appreciation event.

8. Resolutions

2026-08 Marshall/DeCoste

Be It Resolved that the Committee approve the minutes of the meeting held February 11, 2026.
Carried

2025-09 Pedwell/White

Be It Resolved the Committee recommends the partnership project with 6S Graphics for advertisement boards on the rink to Council. The Committee recommends that each advertisement be sold at the price of \$500 per board. **Carried**

2026-10 Piercey/DeCoste

Be It Resolved that the Committee adjourn the meeting at 9:15pm until April 14, 2026 at 7pm. **Carried**

Chairperson – Terry Currie

Deputy Clerk-Treasurer – Allyson Pedwell

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MAR 17, 2026

TOWNSHIP OF MCMURRICH/MONTEITH
2026 DRAFT BUDGET
OPERATING BUDGET

DEPARTMENT	2025	2026	2026	% CHANGE	BUDGET MEETINGS	NEW TOTAL	% CHANGE	COUNCIL RECOMMENDATION	ADDITIONAL CHANGES	BUDGET APPROVED BY COUNCIL
	NET BUDGET	SUBMISSION REVENUES	SUBMISSION EXPENSES							
GENERAL GOVERNMENT	(\$11,990)	(\$60,000)	\$49,580	13.09%	\$0	(\$10,420)	13.09%	\$0	\$0	(\$10,420)
General taxation										
Council	\$118,306	\$0	\$119,895	1.34%	\$0	\$119,895	1.34%	\$0	\$0	\$119,895
General Government	(\$423,014)	(\$1,196,076)	\$723,788	(11.65%)	\$0	(\$472,288)	(11.65%)	\$0	\$0	(\$472,288)
Election	\$4,200	(\$9,000)	\$13,200	0.00%	\$0	\$4,200	0.00%	\$0	\$0	\$4,200
PUBLIC PROTECTION										
Fire	\$239,382	(\$3,100)	\$297,047	22.79%	\$0	\$293,947	22.79%	\$0	\$0	\$293,947
Policing	\$223,021	(\$3,750)	\$253,215	11.86%	\$0	\$249,465	11.86%	\$0	\$0	\$249,465
Building	\$47,610	(\$90,000)	\$161,850	50.91%	\$0	\$71,850	50.91%	\$0	\$0	\$71,850
By-Law Enforcement	\$26,650	(\$11,850)	\$38,500	0.00%	\$0	\$26,650	0.00%	\$0	\$0	\$26,650
Emergency Management	\$5,000	\$0	\$5,000	0.00%	\$0	\$5,000	0.00%	\$0	\$0	\$5,000
TRANSPORTATION										
Roads	\$1,115,655	(\$40,000)	\$1,138,002	(1.58%)	\$0	\$1,098,002	(1.58%)	\$0	\$0	\$1,098,002
ENVIRONMENT										
Landfill	\$132,589	(\$38,700)	\$186,510	11.48%	\$0	\$147,810	11.48%	\$0	\$0	\$147,810
HEALTH										
Public Health Services	\$129,550	\$0	\$137,098	5.83%	\$0	\$137,098	5.83%	\$0	\$0	\$137,098
Social & Family Services	\$141,190	\$0	\$145,500	3.05%	\$0	\$145,500	3.05%	\$0	\$0	\$145,500
RECREATION										
Recreation/Parks	\$110,545	(\$56,500)	\$192,181	22.74%	\$0	\$135,681	22.74%	\$0	\$0	\$135,681
Library	\$0	(\$2,600)	\$2,600	0.00%	\$0	\$0	0.00%	\$0	\$0	\$0
Total Parks & Recreation	\$110,545	(\$59,100)	\$194,781	22.74%	\$0	\$135,681	22.74%	\$0	\$0	\$135,681
PLANNING & DEVELOPMENT										
Planning & Development	\$35,000	(\$10,000)	\$45,000	0.00%	\$0	\$35,000	0.00%	\$0	\$0	\$35,000
Total Operating Budget	\$1,893,694	(\$1,521,576)	\$3,508,966	4.95%	\$0	\$1,987,390	4.95%	\$0	\$0	\$1,987,390
Total increase in operating budget from 2025 to 2026						\$93,696		% change from 2025 to 2026		4.95%

2026 Operating Budget - List of changes

General taxation	Increase in payment to MPAC	\$1,570					
Council	Increase in salaries and Benefits & supplies	\$1,589					
General Government	Increase in penalties & interest	(\$24,000)					
General Government	Increase in investment income	(\$20,000)					
General Government	Increase in OMPF grant	(\$49,200)					
General Government	Increase in salaries and benefits & supplies	\$53,823					
General Government	Decrease in consulting fees	(\$19,000)					
General Government	Increase in other expenses	\$9,100					
Fire Department	Increase in cost of Fire Chief	\$46,165					
Fire Department	Increase in cost of medical supplies, conferences and hose replacement	\$6,800					
Fire Department	Decrease in cost of vehicle repairs	(\$9,000)					
Fire Department	Increase in total cost of policing (11%)	\$10,000					
Policing	New OPP Detachment Board	\$24,944					
Building	Increase in salary & benefits	\$1,500					
Building	Increase in contracted services	\$10,240					
Building	Decrease in materials & supplies	\$10,000					
Building	Cloud Permit cost	(\$3,000)					
Roads	New pothole & prevention grant	\$7,000					
Roads	Increase in salaries - market adjustment, step increases and CPI	(\$38,000)					
Roads	New long-term loan	\$37,345					
Roads	Increase in vehicle maintenance and fuel	\$26,802					
Roads	Increase in cost of culverts	\$10,000					
Roads	Decrease in dust layer and looetop maintenance	\$10,000					
Roads	Increase supplies, utilities and new subscription	(\$75,000)					
Landfill	Reduction in recycling grant and gate card revenues	\$1,000					
Landfill	New contract with Circular Materials	\$51,111					
Landfill	Increase in salaries and benefits & supplies	(\$20,000)					
Landfill	Decrease in recycling material pickup	\$9,110					
Public Health Services	Increase in levies	(\$25,000)					
Social & Family Services	Increase in levies	\$7,548					
Recreation	NOHFC Grant for recreation intern	\$4,310					
Recreation	Increase in salaries & benefits	(\$35,000)					
Recreation	New intern position	\$5,485					
Recreation	Decrease in cost of events	\$57,506					
Recreation	Increase in Com. Cent. Supplies & maintenance	(\$5,000)					
Planning & EDC	Increase in contribution to ACED	\$2,000					
		\$0					
	Total major increases and decreases	\$92,748					

2026 CAPITAL BUDGET												
DEPARTMENT & PROJECT	GROSS COST	RECOMM. DELETIONS/ ADDITIONS	OTHER	FEDERAL GRANT	PROVINCIAL GRANT	SOURCES OF FINANCING						
						RESERVES	RESERVE FUNDS	LONG-TERM DEBT	2025 COST ON TAX RATE	2026 COST ON TAX RATE		
General Government												
Purchase of equipment - Digital sign	\$20,000	\$0	\$0	\$0	(\$20,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Department												
Purchase of equipment	\$15,800	\$0	\$0	\$0	(\$15,800)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Purchase of Fire Chief vehicle	\$100,000	\$0	\$0	\$0	\$0	(\$30,000)	\$0	\$0	\$0	\$0	\$0	\$70,000
Roads												
Reconstruction of Stisted Road - 1.3 km	\$400,000	\$0	\$0	\$0	\$0	(\$379,580)	\$0	\$0	\$0	\$0	\$0	\$20,420
Fern Glen Road - Raise the road - .8km	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000
Graveling - 4th Avenue Centre	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Slurry seal - Almaguin Drive	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Axe Lake bridge replacement	\$445,000	\$0	\$0	\$0	(\$222,500)	\$0	\$0	(\$222,500)	\$0	\$0	\$0	\$0
Bartlett Lake culvert with Ryerson	\$250,000	\$0	\$0	\$0	(\$175,000)	\$0	\$0	(\$75,000)	\$0	\$0	\$0	\$0
Old Rainy Lake Culvert	\$425,000	\$0	\$0	\$0	(\$200,000)	\$0	\$0	(\$96,045)	\$0	\$0	\$0	\$128,955
Purchase of steamer	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000
Purchase tires for plow trucks	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OSM & Roads needs Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Waste Management												
Grinding project	\$40,000	\$0	\$0	\$0	(\$40,000)	\$0	\$0	(\$393,545)	\$289,375	\$0	\$0	\$249,375
Recreation												
Community Centre - LED lighting	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000
Community center & park upgrades	\$104,000	\$0	(\$4,000)	\$0	(\$90,000)	\$0	\$0	(\$10,000)	\$0	\$0	\$0	\$0
Doe Lake Park - Replace play structure	\$40,000	\$0	\$0	\$0	(\$40,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planning & Development												
No capital items	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total capital budget	\$1,954,800	\$0	(\$4,000)	\$0	(\$803,300)	(\$409,580)	(\$10,000)	(\$393,545)	\$305,375	\$0	\$0	\$334,375
Increase in capital coming from taxes from 2025 to 2026											\$29,000	
TOTAL OPERATING & CAPITAL BUDGETS											\$2,321,765	

SCHOOL BOARD TAXES CALCULATION

	<u>Tax ratios</u>	<u>Assessments</u>	<u>Adl. assessments</u>		<u>Tax rate</u>	<u>Proof</u>
Res. public english	1.0000	\$246,306,986	\$246,306,986	Res. school tax rate	0.00153000	\$376,849.69
Res. public french	1.0000	\$1,090,383	\$1,090,383	Res. school tax rate	0.00153000	\$1,668.29
Res. no support	1.0000	\$0	\$0	Res. school tax rate	0.00153000	\$0.00
Res. sep. english	1.0000	\$8,047,509	\$8,047,509	Res. school tax rate	0.00153000	\$12,312.69
Res. sep. french	1.0000	\$23,940	\$23,940	Res. school tax rate	0.00153000	\$36.63
Multi-res. pub. english	1.0000	\$0	\$0	Multi-Res. school rate	0.00153000	\$0.00
Multi-res. pub. french	1.0000	\$0	\$0	Multi-Res. school rate	0.00153000	\$0.00
Multi-res. sep. english	1.0000	\$0	\$0	Multi-Res. school rate	0.00153000	\$0.00
Multi-res. sep. french	1.0000	\$0	\$0	Multi-Res. school rate	0.00153000	\$0.00
Farm public english	1.0000	\$0	\$0	Farm tax rate	0.00038250	\$0.00
Farm public french	1.0000	\$0	\$0	Farm tax rate	0.00038250	\$0.00
Farm no support	1.0000	\$0	\$0	Farm tax rate	0.00038250	\$0.00
Farm sep. english	1.0000	\$0	\$0	Farm tax rate	0.00038250	\$0.00
Farm sep. french	1.0000	\$0	\$0	Farm tax rate	0.00038250	\$0.00
Mng forest pub. english	1.0000	\$4,228,000	\$4,228,000	Managed forests rate	0.00038250	\$1,617.21
Mng forest pub. french	1.0000	\$0	\$0	Managed forests rate	0.00038250	\$0.00
Mng forest no support	1.0000	\$0	\$0	Managed forests rate	0.00038250	\$0.00
Mng forest sep. english	1.0000	\$154,100	\$154,100	Managed forests rate	0.00038250	\$58.94
Mng forest sep. french	1.0000	\$25,400	\$25,400	Managed forests rate	0.00038250	\$9.72
Com. occupied	1.0000	\$2,029,500	\$2,029,500	Com. occ. tax rate	0.00880000	\$17,859.60
Com. Excess land	1.0000	\$0	\$0	Com. occ. tax rate	0.00880000	\$0.00
Com. Vacant	1.0000	\$0	\$0	Com. vac. tax rate	0.00880000	\$0.00
Pipelines	1.0000	\$1,856,000	\$1,856,000	Pipeline tax rate	0.00206841	\$3,838.97
Landfill	1.0000	\$0	\$0	Landfill tax rate	0.00880000	\$0.00
Aggregate extraction	1.0000	\$59,100	\$59,100	Aggregate tax rate	0.00511000	\$302.00
Industrial occupied	1.0000	\$328,100	\$328,100	Ind. occ. tax rate	0.00425628	\$1,396.49
Industrial vacant	1.0000	\$0	\$0	Ind. vac. tax rate	0.00425628	\$0.00
		\$264,149,018	\$264,149,018	School taxes collected		\$415,950.22
Based on letter received from the Ministry of Finance on December 10, 2025						
				TOTAL TAXES COLLECTED		\$2,737,715
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TOWNSHIP OF MCMURRICH/MONTEITH

REPORT TO COUNCIL

Report: To Council

Originator: Allyson Pedwell, Deputy Clerk/Treasurer

Subject: Local Business Partnership Opportunity

RECOMMENDATION:

It is the recommendation of the Recreation Committee that Council consider the Partnership Proposal from 6S Graphics, attached. This is a unique opportunity that supports and advertises local businesses, as well as offsets the cost of improving our recreational assets and events.

BACKGROUND:

Lily from 6S Graphics proposed a project to staff. Staff took the proposal to the Recreation Committee. The project is as follows:

- selling ad space on the boards at the rink. The Committee recommends the advertisement price is \$500.
- 6S Graphics would handle the customer communication and all the planning.
- The full payment would be issued to the town and then 6S Graphics would then invoice the Town for the logo production and installation.
- 6S Graphics would be promoting that proceeds would be given to the town to put towards funding improving recreational assets and events.
- 6S would not be able to install any of this until the weather warms up in the spring.
- Advertisement space could be for a 1 year term and then have a renewal cost of \$250 for that business to keep it's space. If staff deem the advertisement as worn and in need of replacement, the business will responsible to replace said advertisement at the full cost of \$500.
- Staff received a fee schedule from Burks Falls for their advertisement price and their agreement, (Attached).

RESOLUTION:

2025-09 Pedwell/White

Be It Resolved the Committee recommends the partnership project with 6S Graphics for advertisement boards on the rink to Council. The Committee recommends that each advertisement be sold at the price of \$500 per board.

Carried

Township of

McMurrich/Monteith

AGREEMENT TO ADVERTISE

This AGREEMENT TO ADVERTISE will serve as a contract between the Township of McMurrich/Monteith and:

Company Name: _____

Mailing Address: _____

Phone: _____ **Cell:** _____

E-Mail: _____

Official Representative Name: _____

Official Representative Signature: _____

Date: _____

Who agrees to purchase the following advertisement in the Sprucedale Covered Rink for a one (1) year period for \$500. Renewal cost is \$250. If the Township deems that your advertisement needs to be replaced, due to wear and tear, you will be responsible for replacing the advertisement at the full cost of \$500. You will have 30 days from the date of notification to have your advertisement replaced at full cost, otherwise you will advertisement spot will be removed.

1. An Agreement to advertise must be contracted with the Township of McMurrich/Monteith and through 6S Graphics, signed annually.
2. The advertising sign must be approved prior to the advertiser creating a sign.
3. A mock-up of the advertising sign must be sent to the 6S Graphics for approval prior to any sign being created or installed.
4. Once the advertising sign is approved, it can be created, and delivered to the Sprucedale Outdoor Rink. 6S Graphics staff will install the sign.
5. Please note, the contract for the sign will be from April 01st to March 31st of the following year. Advertising sign purchased during the year will be prorated for the actual months of advertising from the date of installation.
6. Fees for sign advertising are to be paid prior to the advertisement being installed.
7. If staff deem the advertisement to be worn and in need of replacement, the business will be responsible for the replacement cost and annual fee, \$500.
8. The business will have 30 days from the time of notification to replace the advertisement, otherwise the advertisement will be removed and the spot will be available to the wait list.
9. Sign production will only be done by 6S Graphics.
10. Installation will be done between April -May dependent on weather and rink conditions.
11. Sign positioning is assigned on a first come, first serve basis.
12. Advertising rates are subject to change at the time of renewal annually.

Mar 17
2026
a.1

NOTICE OF APPLICATION FOR CONSENT
pursuant to Ontario Regulation No. 197/96, as amended

TAKE NOTICE that the Southeast Parry Sound District Planning Board will be considering applications for consent under Section 53 of the Planning Act (**File No. B-001/26, B-002/26 & B-003/26**).

THE PURPOSE AND EFFECT of the proposed consents is to create three new lots for residential purposes.

THE SUBJECT LANDS ARE LOCATED in Part Lot 22, Concession 4, Lot 22 & Part Lot 23, Concession 3 within the Township of McMurrich/Monteith (McMurrich), as shown on the attached map(s). Severed 1 will have an approximate frontage of 137.8 m. (452.1 ft.) on Second Ave., an approximate depth of 152.4 m. (500 ft.), an approximate area of 2.1 ha. (5.19 ac.) and is presently vacant. Severed 2 will have an approximate frontage of 138.3 m. (453.74 ft.) on Second Avenue, an approximate depth of 152.4 m. (500 ft.), an approximate area of 2 ha. (4.94 ac.) and is vacant. Severed 3 will have an approximate frontage of 137.2 m. (450.13 ft.) on Second Avenue, an approximate depth of 152.4 m. (500 ft.), an approximate area of 2.1 ha. (5.19 ac.) and has a house located on it. The parcel to be retained will have an approximate frontage of 169.4 m. (555.77 ft.) on Second Avenue, an approximate depth of 1,013.2 m (3,324.15 ft.), an approximate area of 86.5 ha. (213.75 ac.) and has house located on it.

If a person or public body has the ability to appeal the decision of Southeast Parry Sound District Planning Board in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to Southeast Parry Sound District Planning Board before it gives or refuses to give a provisional consent, the Tribunal may dismiss the appeal.

IF YOU WISH TO BE NOTIFIED OF THE DECISION OF THE SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD IN RESPECT OF THE PROPOSED CONSENT, YOU MUST MAKE A WRITTEN REQUEST TO THE PLANNING BOARD AT THE ADDRESS BELOW.

ADDITIONAL INFORMATION AND MATERIAL on this application is available to the public for inspection at the Planning Board office. Please quote **FILE NO. B-001/26, B-002/26 & B-003/26**.

DATED AT THE Southeast Parry Sound District Planning Board OFFICE THIS 3RD DAY OF FEBRUARY, 2026.

For more information about this matter, contact:

Linda Moyer, Secretary-Treasurer
Southeast Parry Sound District Planning Board
P.O. Box 310
Kearney, Ontario POA 1M0

Office Location:
1695 Emsdale Road
Emsdale, ON

Telephone: (705) 787-5070

Email: lmoyer@sepsdplanningboard.ca

B-001/26, B-002/26
 & B-003/26

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

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

Completeness of the Application

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

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

Submission of the Application

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

For Help

For more information on the **Planning Act**, the consent process, Provincial and local policies, please contact the **Secretary/Treasurer** of the Southeast Parry Sound District Planning Board at (705) 886-7688 705-787-5070

Lot 22 Roll 4912 010005 03400 0000

LOT 23 Roll 4912010005 03500 0000

1. Applicant Information

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

Name of Owner(s) RON + LORIE STINSON	Home Telephone No. 7-4	Business Telephone No.
Address	Postal Code	Fax No.

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

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

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

▶ 2.1 District

Parry Sound	Municipality/Unorganized Township McMurich/Mountiel	Former Township McMurich
Concession Number(s) 3+4	Lot Number(s) 22+23	Registered Plan No. (Subd.)
Reference Plan No.	Part Number(s)	Parcel No.
Street No. 918 Second Ave	Section or Mining Location No.	

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

3. Purpose of this Application

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

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

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

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

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

4.1 Description		Severed			Retained
		#1	#2	#3	
Lot 1	Frontage (m.)	137.8	139.3	137.2	169.4 m second av.
LOT 2	Depth (m.)	152.4	152.4	152.4	1013.2 m
LOT 3	Area (ha. or m ²)	2.1 HA	2 HA	2.1 HA	86.5 HA.
▶ 4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)	Existing Use(s)	Residential	Res	Res	Res
	Proposed Use(s)	Res	Res	Res	Res
▶ 4.3 Buildings or Structures (include date of construction, type and size of building)	Existing	VAC	VAC	House	House
	Proposed	VAC	VAC	House	House
▶ 4.4 Access (check appropriate space)	Provincial Highway				
	Public Road	✓	✓	✓	✓
	Name of Authority maintaining road	McMorich	"	"	McMorich
	Common name of road	Second Ave	"	"	second ave
	Private Road (describe in Section 4.8)				
	Right of way (describe in Section 4.8)				
	Period of Maintenance: Seasonal				
	:Year Round	✓	✓	✓	✓
▶ 4.5 Water Supply (check appropriate space)	Water Access (Describe in Section 4.9)				
	Publicly owned and operated piped water system				
	Name of Authority operating and maintaining services				
	Privately owned and operated communal well (Describe in Section 9.1)				
	Privately owned and operated individual well	✓	✓	✓	✓
	Lake or other water body				
	Other means (Describe in Section 9.1)				
▶ 4.6 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system				
	Name of Authority operating and maintaining service				
	Privately owned and operated communal septic system (Describe in Section 9.1)				
	Privately owned and operated individual septic tank	✓	✓	✓	✓
	Privy				
	Other means (Describe in section 9.1)				

4.7 Other services (check if the service is available)	Electricity	AVAILABLE	✓
	School Bussing	AVAILABLE	AVAILABLE
	Garbage Collection	NONE	NONE

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

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

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

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

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

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

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

6. History of the Subject Land

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act? Yes No Unknown. If Yes and if known, provide the Ministry's application file number and the decision made on the application.
Consent numbers B-017/17 B-018/17 B-019/17

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

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land? Yes No. If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.
2017 severed lot in mine + LORIE'S NAME 2017

6.4 How was the parcel originally acquired by the owner created? Original township plot by consent by plan of subdivision other Retained

7. Concurrent Applications

- ▶ 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?
 Yes No Unknown If Yes and if known, provide details and status of the application.

- ▶ 7.2 Is the subject land the subject of an application (or a zoning by-law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision)?
 Yes No Unknown If Yes and if known, specify the appropriate file number and status of the application.

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

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

9. Other Information

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

10. Affidavit or Sworn Declaration of Applicant(s)

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

I/we, Ron + Lorie Stinson of the Township of McMurrich/Monteith
 in the District of Parnis Sound make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me
 at the Townsh. of McMurrich/Monteith
 in the District of Parnis Sound
 this 16 day of December 2025

Ron Stinson
 Applicant

Lorie Stinson
 Applicant

Cheryl Marshall
 Commissioner of Oaths
 Clerk-Treasurer for the
 Township of McMurrich/Monteith

11. Authorizations of Owner(s)

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

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

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

Dec 15 / 2025
Date

Signature of Owner

Signature of Owner

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

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

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

Date

Signature of Owner

Signature of Owner

12. Consent of Owner(s)

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

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

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

NOV 26 2025
Date

Ron Stinson
Signature of Owner

Lorie Stinson
Signature of Owner

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

- 1 Completed application form including sketch
- Current parcel abstract (land title)
- Current reference plan of survey or registered plan (if available)
- Prescribed application fee, either as a certified cheque or money order, payable to the Southeast Parry Sound District Planning Board.

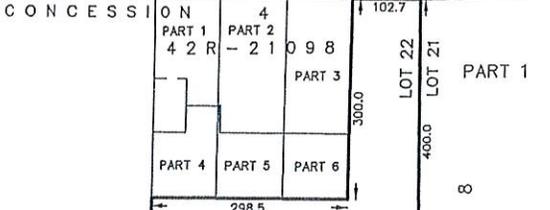
The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Submit completed application and fee to:

SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD

8 Main Street, P.O. Box 310
Kearney, ON P0A 1M0

CONCESSION 5
ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5



SKETCH PREPARED FOR SEVERANCE
PURPOSES FOR RON STINSON
SECOND AVENUE, SPRUCEDALE
KPK SURVEYING INC.
2025

60m 0 60 300m

SCALE 1 : 6000

CAUTION:
THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE
USED EXCEPT FOR THE PURPOSE INDICATED IN THE
TITLE BLOCK.

METRIC:
DISTANCES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY
0.3048.

NOTE:
THIS SITE PLAN HAS BEEN COMPILED FROM REGISTRY
OFFICE DOCUMENTATION AS WELL AS ACTUAL SURVEY.
THE PERIMETER DIMENSIONS AS SHOWN HEREON
WERE DERIVED FROM 42R-16398 AND 42R-21098
AND NOT VERIFIED BY ACTUAL SURVEY.

TOWNSHIP OF McMURRICH/MONTEITH
DISTRICT OF PARRY SOUND

LOT 23

LOT 22
31.8±ha
(CONCESSION 4)

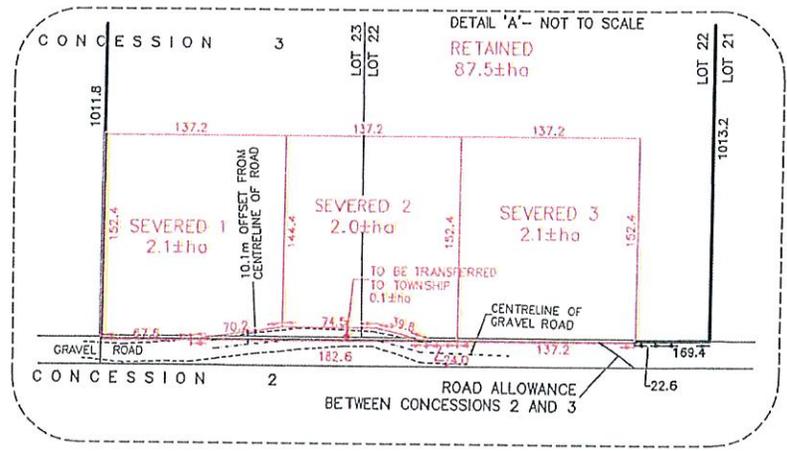
LOT 22
LOT 21
PART 1
PART 2
PART 3

CONCESSION 4

CONCESSION 3

RETAINED
86.5±ha

54.7±ha
(CONCESSION 3)



SEE DETAIL 'A'



ROAD ALLOWANCE BETWEEN CONCESSIONS 2 AND 3

LOT 23 LOT 22 LOT 21

KPK SURVEYING
KPK SURVEYING INC.
HUNTSVILLE, ON
705.788.2701 | KPKSURVEY.CA

JANUARY 26th, 2026 DRAFTED BY: ST FILE NO: 240692

V:\074\240692\PROJECT DRAWINGS\240692 SK 1 0000.DWG

Planning Review – Stinson – Consent – B-001 to 003/26

Southeast Parry Sound District Planning Board

Application

Application for consent has been made to the Planning Board for three rural residential building lots from Ron and Laurie Stinson.

Location

The subject lands are in Part Lot 22, Concession 4, Lot 22 and Part Lot 23, Concession 3, in the Township of McMurrich, now the Township of McMurrich/Monteith. The land is generally located on the north side of Second Avenue, as shown on the key plan on the notice of application.

Background

Overall, the subject lands consist of about 582.7m (1,911.74 feet) frontage Second Avenue, there is an additional m (ft) road frontage on 4th Avenue and about 92.7ha (229.07 acres) of lot area. The land presently has a dwelling.

Proposed severed lot 1 has about 137.8m (452.1 feet) frontage on Second Avenue and about 2.1ha (5.19 acres) of lot area. It is presently vacant.

Proposed severed lot 2 has about 138.3m (453.74 feet) frontage on Second Avenue and about 2ha (4.94 acres) of lot area. It is presently vacant.

Proposed severed lot 3 has about 137.2m (450.13 feet) frontage on Second Avenue and about 2.1ha (5.19 acres) of lot area. It presently has a house on it.

The proposed retained lot will have about 169.4m (555.77 feet) frontage on Second Avenue and will consist of about 86.5ha (213.75 acres). It presently has a dwelling.

Northern Ontario Growth Plan

No concerns.

Provincial Planning Statement (PPS) 2024

The subject lands are identified as Rural. The proposal is to create three new vacant rural residential building lots.

Chapter 2.6.1. states “**On rural lands located in municipalities, permitted uses are: c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;**

The proposal is to create three new rural residential building lots. Confirmation from the North Bay Mattawa Conservation Authority would be required to ensure the land is suitable for the intended single detached residential development on the severed lots.

Chapter 4 of the PPS is entitled the Wise Use and Management of Resources and primarily deals with the environmental health including fish habitat, deer wintering yards, wetlands, wildlife including species at risk, ground/surface/lake water, streams, agriculture, aggregate and archaeology of an area.

Chapter 5 of the PPS is entitled Protecting Public Health and Safety and addresses the health and safety issues and property damage that could result from natural and man-made hazards. Primarily this section deals with flooding, contaminated sites, and mining/petroleum operations.

I have reviewed Schedules A (land use) B1 and B2 (natural heritage features), Schedule C (development constraints) and Appendix A (aggregate resources) and B (wildfire) of the Township’s adopted official plan, dated July 15, 2025, as this is the most recent mapping.

A PSW essentially overlapping a stream was identified about ½ way up the retained lot. The proposed severed lots are not in the PSW and in fact are quite some distance away. There is ample room on the retained for future development. The Environmental Protection One (EPI) is in place to protect the watercourse from any incompatible development.

No development constraints were identified.

There is a known sand aggregate that covers both the severed and retained lots. The retained lands are already developed and are ample in size to retain the long-term protection of the aggregate material. With regards to severed lots they are in an area where there are other residential dwellings. Introducing an aggregate operation would be incompatible. Moreover, by removing the severed lots leaves about 213 acres for aggregate extraction on

the retained lot. It would not impact the long-term protection of the aggregate.

The area where the severed lots are proposed is considered moderate in terms of wildfire. There are pockets of extreme and high-risk wildfires on the retained, but it is such a large lot that there would be not impact from wildfires on the development on the retained since it exists already anyways.

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

Township Official Plan

The subject lands are designated Rural.

The land division policies are identified as follows;

Section 4.1.4 Development Policies states **“Lot areas and frontages will be sufficient to retain the traditional development pattern and character of the area in which the development is proposed. In this regard, the following provisions apply:**

- i) lot frontages will not be less than 60 metres (200 feet) nor lot areas less than 1.0 hectare (2.5 acres); and,**
- ii) a variety of larger lot areas and frontages will be encouraged in any development proposal to enhance the rural character of the Township.”**

The proposed lots conform to the minimum lot frontage and area requirements.

The land division policies continue onto to state **“In general, applications for new lot creation will be subject to the following criteria:**

- i) a maximum of 4 lots (including severed and retained parcels) may be created per original 40 hectare (100 acre) parcel, provided that the average lot area is 10 hectares (25 acres), the average lot frontage is 100 metres (330 feet) and the minimum lot area is not less than 1.0 hectares (2.5 acres);**
- ii) on parcels of land that are smaller than 40 hectare (100 acres), the maximum number of lots created shall be determined on the basis of an average lot area of 10 hectares (25 acres) and an average lot frontage of 100 metres (330 feet);**

iii) lots may be considered on smaller parcels of land provided the lot frontage is not less than the average frontage of lots on the same side of the road as the proposal; and,

iv) any lot in existence at the time of the passage of this By-law that fronts on a year-round municipally maintained road may be severed at least once, so long as minimum frontages and areas can be met.”

There were 4 lots previously created from this parcel in 2017. As such the proposal would not conform to creating further lots through the severance process. However, the Township has adopted new official plan policies that would allow further land division of existing that have already had the 4 lots severed.

Section 3.3.4.3 in the Township’s adopted official plan states **“In general, applications for new lot creation will be subject to the following criteria: i) a maximum of 5 lots (including severed and retained parcels) may be created on a lot in existence when this Official Plan comes into effect.”**

The subject land exists. Under this policy, albeit, not in force and effect yet would be entitled to 5 lots including the retained.

Section 3.3.4.1 states **“Lot areas and frontages will be sufficient to retain the traditional development pattern and character of the area in which the development is proposed. In this regard, the following provisions apply: i) lot frontages will not be less than 90 metres (295 feet) on a year round maintained municipal road, nor lot areas less than 2.0 hectares (4.9 acres);”**

Under the adopted official plan policies, the minimum frontage is 90m and lot area is 2ha. The minimum proposed frontage on the proposed lots is 137m and the minimum lot area is 2ha. The proposed lots conform to the minimum frontage and area requirements.

Under the existing official plan policies, notwithstanding the maximum number of lots from an original 40ha size property, the minimum lot frontage requires an average of 100m and 10ha of lot area. Under the existing proposal the minimum average frontage is 145.6m and the average lot area is 23.1ha, so the lot frontages and areas would conform.

Regarding the 4-lot scenario under the existing policy, it refers to a 40ha property having the ability to create 4 lots. This property has 92.7ha double the minimum requirement for 4 lots. Logically, because the lot is twice the

size of the 40ha minimum requirement it would stand to reason that an additional 4 lots be considered. The same density would result.

I have reviewed the Township's official plan; I conclude that the proposal conforms.

Zoning By-Law

The existing zoning is Rural (Ru) on the severed and retained lots and additionally a portion Environmental Protection One (EP1) on the retained lands. The minimum frontage and area in the (Ru) for new residential building lots is 60m and 1ha respectively. Since the proposed new rural residential lots and retained lot have a minimum of 60m and 1ha, they will not need to be rezoned as they conform to the minimum frontage and area requirements of the rural zone.

The existing EP1 will remain to protect that natural heritage feature from incompatible development.

Recommendation

Having reviewed the Township's official plan and zoning by-law and the 2024 PPS, I recommend consent application B-001 to 003-26 be approved subject to a satisfactory report being obtained from the NBMCA for the severed lots, and confirmation from the Township's Public Works Foreman that there is a satisfactory entrance for the severed lot, amongst others.

Respectfully submitted
LannyD.Planning



Lanny Dennis, President
MCIP, RPP

MAR 17
2026
10.1

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 14 - 2026

Being a By-Law to confirm the proceedings of Council
Meeting: March 3, 2026

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.

Meeting held: March 3, 2026

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 17th day of March, 2026.

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

MAR 17
2026
10.2

THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH

BY-LAW #15-2026

A By-law to Implement an Administrative Monetary Penalty System
in the Township of McMurrich/Monteith

Whereas the Township of McMurrich/Monteith is authorized under section 434.1 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, to establish a system of Administrative penalties for contraventions of Municipal By-laws;

And Whereas the *Municipal Act, 2001*, Section 10(6) authorizes the Council of a Municipality to pass By-laws respecting health, safety, and well-being of persons;

And Whereas section 102.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a Municipality may require a Person(s) to pay an Administrative Monetary Penalty if the Municipality is satisfied that the Person(s) has failed to comply with any By-laws respecting the parking, standing or stopping of vehicles;

And Whereas section 391 of the *Municipal Act, 2001* enables the Municipality to pass By-laws imposing fees or charges on any class of Person(s) for services or activities provided or done by or on behalf of it;

And Whereas the *Municipal Act, 2001*, S.O. c. 25, Section 434.1 (1) authorizes the Council of a Municipality without limiting sections 9, 10 and 11, that a Municipality may require a person, subject to such conditions as the Municipality considers appropriate, to pay an administrative penalty if the Municipality is satisfied that the person has failed to comply with a By-law of the Municipality passed under this Act. 2017, c.10, Schedule 1, s. 75.

And Whereas Ontario Regulation 333/07, Administrative Penalties, made under the *Municipal Act, 2001*, authorizes the designation of provincial legislation and regulations for the purposes of an administrative monetary penalty system;

And Whereas Ontario Regulation 260/25 prescribes and modifies certain requirements, duties, and obligations under the *Fire Protection and Prevention Act, 1997*;

And Whereas the Council of the Municipal Corporation of the Township of McMurrich/Monteith deems it appropriate to designate provisions of the *Fire Protection and Prevention Act, 1997*, including those provisions as prescribed, supplemented, or modified by Ontario Regulation 260/25, for enforcement through the Administrative Monetary Penalties System;

And Whereas on January 1, 2026, Ontario Regulation 260/25; Administrative Penalties made under the *Fire Protection and Prevention Act, 1997 (FFPA)* came into force;

And Whereas sections 23.2, 23.3 and 23.5 of the *Municipal Act, 2001* authorizes the Municipality to delegate its Administrative and Hearing Powers;

And Whereas Ontario Building Code section 15.4.1 (1) a Municipality may require a person(s), subject to such conditions as the Municipality considers appropriate, to pay an Administrative Penalty if the Municipality is satisfied that the person(s) has failed to comply with,

- a) a By-law of the Municipality passed under section 15.1; or
- b) an order of an Officer under subsection 15.2 (2) as deemed confirmed or as confirmed or modified by the committee or a judge under section 15.3. 2017, c. 34, Sched. 2, s. 10.

And Whereas the Council for the Municipal Corporation of the Township of McMurrich/Monteith considers it desirable and necessary to provide for a system of Administrative Penalties and Administrative Fees for the designated Municipal By-laws, or portions of the designated Municipal By-laws;

Now Therefore the Council for the Municipal Corporation of the Township of McMurrich/Monteith enacts as follows:

1. That the following schedules attached hereto form part of this By-law:
Schedule A – Designated By-laws
Schedule B – Administrative Monetary Penalty Amounts & Administrative Fees
Schedule C – Administrative Monetary Penalty System (AMPS) Request Form
2. That the Conflict of Interest in Relation to the AMPS Policy #ADM-009 for the Township of McMurrich/Monteith, attached hereto as Schedule 'D' and forming part of this By-law be adopted.
3. That the Prevention of Political Interference to the AMPS Policy #ADM-010 for the Township of McMurrich/Monteith, attached hereto as Schedule 'E' and forming part of this By-law be adopted.
4. That the Public Complaints Respecting Administration of the AMPS Policy #ADM-011 for the Township of McMurrich/Monteith, attached hereto as Schedule 'F' and forming part of this By-law be adopted.
5. That the Financial Management and Reporting in relation to the AMPS Policy #ADM-012 for the Township of McMurrich/Monteith, attached hereto as Schedule 'G' and forming part of this By-law be adopted.
6. That the Financial Hardship in relation to the AMPS Policy #ADM-013 for the Township of McMurrich/Monteith, attached hereto as Schedule 'H' and forming part of this By-law be adopted.
7. That this By-law may be cited as the "AMPS By-law".
8. That this By-law shall come into full force and effect upon its final passing.

Definitions

1.0 In this By-law:

"Administrative Fee" means any fee specified in this By-law or set out in Schedule 'B';

"Administrative Penalty" means an administrative penalty established by this By-law or set out in the attached Schedule(s) for a contravention of a designated By-law;

"AMPS" means Administrative Monetary Penalty System;

"Clerk" means the Municipal Clerk, their delegate, or anyone designated by the Clerk to perform duties pursuant to the Administrative Monetary Penalty System;

"Council" means the Council for the Municipal Corporation of the Township of McMurrich/Monteith;

"Day" means any calendar day;

"Designated By-law" means a By-law, or a part or provision of a By-law, that is designated under this or any other By-law, and is listed in the attached Schedule 'A' to which the AMPS applies;

"Hearing Non-Appearence Fee" means an administrative fee established by the Municipality from time to time in respect of a person's failure to appear at the time and place scheduled for a review before a Hearing Officer and listed in Schedule 'B';

"Hearing Decision" means a notice that contains a decision made by a Hearing Officer;

“Hearing Officer” shall mean a person who performs the duties of Hearing Officer as set out in section 5 of this By-law and meeting the requirements that a Hearing Officer cannot be a member of Council or a Municipal employee. The Hearing Officer shall have knowledge of and experience in administrative law; such as a lawyer, retired lawyer, paralegal, retired paralegal, retired Police Officer, retired Municipal Clerk or retired Municipal Deputy-Clerk;

“Holiday” means a Saturday, Sunday, any statutory Holiday in the Province of Ontario or any day the offices of the Municipality are officially closed for business;

“Late Payment Fee” means an administrative fee established by the Municipality from time to time in respect of a person’s failure to pay an administrative penalty within the time prescribed in this By-law and listed in Schedule ‘B’;

“Municipality” means the Municipal Corporation of the Township of McMurrich/Monteith;

“NSF Fee” means an administrative fee established by the Municipality from time to time in respect of payment by negotiable instrument received by the Municipality from a person for payment of any administrative penalty or administrative fee, for which there are insufficient funds available in the account on which the instrument was drawn, as listed in Schedule ‘B’;

“Officer” means a Municipal By-law Enforcement Officer, Police Officer, Fire Chief or designate appointed by the Municipality to administer and enforce this By-law;

“Penalty Notice” means a notice given to a person pursuant to section 3.0 of this By-law;

“Penalty Notice Date” means the date of the contravention specified on the penalty notice, in accordance with section 3.2 of this By-law;

“Penalty Notice Number” means the reference number specified on the penalty notice that is unique to that penalty notice, in accordance with section 3.2 of this By-law;

“Person” includes an individual or a business name, sole proprietorship, corporation, partnership, or limited partnership, or an authorized representative thereof;

“Request for Review by Hearing Officer” means the request which may be made in accordance with section 5 of this By-law for the review of a screening decision;

“Request for Review by Screening Officer” means the request made in accordance with section 4 of this By-law for the review of a penalty notice;

“Review by Hearing Officer” and **“Hearing”** means the process set out in section 5 of this By-law;

“Review by Screening Officer” and **“Screening Review”** means the process set out in section 4 of this By-law;

“Screening Decision” means a notice which contains the decision of a screening officer, delivered in accordance with Section 4.11 of this By-law;

“Screening Non-Appearance Fee” means an administrative fee established by the Municipality from time to time in respect of a person’s failure to appear at the time and place scheduled for a review before a screening officer and listed in Schedule “B”;

“Screening Officer” means a person from time to time appointed pursuant to this By-law who performs the duties of screening officer as set out in section 4 of this By-law and meeting the requirements that a screening officer cannot be a member of Council; a screening officer may be a staff member provided that they have no jurisdiction in their job duties that relate in any type of enforcement capacity.

“Vehicle” includes a motor vehicle, automobile, bicycle, motorcycle, boat, motor vehicle trailer, traction engine, farm tractor, road building machine and any vehicle propelled or driven by any kind of power including muscular power and such additional definitions as set out in the *Highway Traffic Act*.

Application of this By-law

2.0 The Municipal By-laws, or portions of Municipal By-laws, listed in the attached Schedule 'A' of this By-law shall be designated By-laws for the purposes of sections 102.1 and 151 of the *Municipal Act* and paragraph 3(1)(b) of the Regulation. The attached Schedule 'B' sets out the administrative penalty and may include short form language to be used on penalty notices, for the contraventions of designated By-laws.

2.1 Schedule 'B' of this By-law shall also set out administrative fees imposed for the purposes of this By-law.

2.2 The *Provincial Offences Act* applies to all designated By-laws except to a designated By-law respecting the parking, standing or stopping of vehicles.

Penalty Notices

3.1 Every person(s) in contravention of a designated By-law shall upon issuance of a penalty notice be liable to pay the Municipality an administrative penalty in the amount specified in the attached Schedule 'A' to this By-law.

3.2 An officer who has reason to believe that a person(s) has contravened any designated By-law may issue a penalty notice as soon as reasonably practicable.

3.3 A penalty notice may include the following information:

- (a) the vehicle license plate number or vehicle identification number;
- (b) the penalty notice date;
- (c) a penalty notice number;
- (d) the date on which the administrative penalty is due and payable;
- (e) the identification number and signature of the Officer;
- (f) the name of the person penalized;
- (g) the contravention wording as listed in the attached Schedules, or other particulars reasonably sufficient to indicate the contravention;
- (h) the amount of the administrative penalty;
- (i) such additional information as the Clerk determines is appropriate, respecting the process by which a person(s) may exercise the right to request a screening review of the administrative penalty; and;
- (j) a statement advising that an unpaid administrative penalty, including any applicable administrative fee(s), will constitute a debt of the person(s) to the Municipality unless cancelled pursuant to screening review or hearing process.

3.4 In addition to the service methods provided in section 6 "Service of Documents" of this By-law, an Officer may serve the penalty notice on a person(s) by delivering it personally to the person(s) contravening the By-law at the time of the offence.

3.5 No Officer may accept payment of an administrative penalty or administrative fee.

3.6 A person(s) who is served with a penalty notice and who does not pay the amount of the administrative penalty on or before the date on which the administrative notice is due and payable, shall also pay the Municipality any applicable administrative fee(s).

Review by Screening Officer

4.1 A person(s) who is served with a penalty notice may request that the administrative penalty be reviewed by a screening Officer and shall do so on or before the date on which the administrative penalty is due and payable, and in accordance with the process set out in Section 4.3.

4.2 If a person(s) has not requested a screening review on or before the date on which the administrative penalty is due and payable, the person(s) may request that the screening Officer extend the time to request a screening review to a date that is no later than forty-five (45) days after the penalty notice date, in accordance with the process set out in Section 4.3.

4.3 A person's right to request an extension of time for a screening review expires, if it has not been exercised, on or before forty-five (45) days after the penalty notice date, at which time:

(a) the person(s) shall be deemed to have waived the right to request a screening review or request an extension of time for a screening review; and,

(b) the administrative penalty shall be deemed to be confirmed on the sixteenth (16th) day following the penalty notice date; and,

(c) the administrative penalty shall not be subject to any further review, including a review by any Court.

4.4 A person's request for review by a screening Officer or request for an extension of time to request a screening review is exercised by:

- a) a submission in writing to the Clerk or designate of a request for review by a screening Officer or request for an extension of time to request a screening review; in the prescribed form and in accordance with the directions on the prescribed form, attached as Schedule 'C'.

4.5 A request for review by screening Officer of an administrative penalty or a request for an extension of time to request a screening review shall include the penalty notice number and the person's contact information.

4.6 A request for review by screening officer or a request for an extension of time to request a screening review shall only be scheduled by the By-law Enforcement department if the person(s) makes the request on or before the dates established by Sections 4.1 of this By-law.

4.7 On a request for an extension of time to request a screening review, the By-law Enforcement department may only extend the time to request a screening review where the person demonstrates, on a balance of probabilities, the existence of extenuating circumstances that warrant the extension of time.

4.8 Where an extension of time to request a screening, review is not granted by the By-law Enforcement department, the administrative penalty and any applicable administrative fee(s) are deemed to be confirmed.

4.9 Where a person(s) fails to attend at the time and place scheduled for a screening review of an administrative penalty:

- a) the person(s) shall be deemed to have abandoned the request for a screening review of the administrative penalty;
- b) the administrative penalty as set out in the penalty notice shall be deemed to be confirmed on the sixteenth (16th) day following the penalty notice date;
- c) the administrative penalty shall not be subject to any further review, including a review by any Court; and
- d) the person(s) shall pay to the Municipality a screening non-appearance fee and any other applicable administrative fee(s).

4.10 On a review of an administrative penalty, the screening Officer may:

- a) affirm the administrative penalty; or
- b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds:

- i) where the person(s) establishes on the balance of probabilities that they did not contravene the designated By-law(s) as described in the penalty notice; or
- ii) where the person(s) establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any undue hardship.

4.11 On a screening review of an administrative penalty, before making a decision, a screening Officer shall conduct an interview with the person(s).

4.12 After a review by a screening Officer, the screening Officer shall deliver a screening decision to the person(s), in accordance with Section 6 of this By-law.

4.13 A screening Officer has no authority to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law.

Review by Hearing Officer

5.1 A person(s) may request a review by hearing Officer during the screening review.

5.2 If a person(s) has not made a request for review by hearing Officer at the time of the screening review, the person(s) may make a request for review by hearing Officer before the due and payable date for the administrative penalty listed on the screening decision.

5.3 The person's right to request for review by hearing Officer expires if it has not been exercised on or before the due and payable date for the administrative penalty listed on the screening decision, at which time:

- a) the person(s) shall be deemed to have waived the right to request for review by hearing Officer;
- b) the screening decision and the administrative penalty and any administrative fee(s), if applicable, as modified in the screening decision, shall be deemed to be confirmed; and
- c) the screening decision and administrative penalty shall not be subject to any further review, including a review by any Court.

5.4 A person's request for review by hearing Officer is exercised by:

- a) a submission in writing to the Clerk for a request for review by a hearing Officer, or request for an extension of time to request a hearing; or
- b) attending in person at the location listed on the screening decision to make request for review by a hearing Officer or request an extension of time to request a hearing; or
- c) calling the telephone number listed on the screening decision to make a request for review by hearing Officer or request an extension of time to request a hearing.

5.5 A request for review by hearing Officer shall only be scheduled by the By-law Enforcement Department if the person(s) makes the request within the time limits set out in Section 5 of this By-law.

5.6 Where a person(s) fails to appear at the time and place scheduled for a hearing:

- a) the person(s) shall be deemed to have abandoned the hearing for review of a screening decision;
- b) the screening decision and the administrative penalty and any administrative fee(s) shall be deemed to be confirmed;
- c) the screening decision and the administrative penalty and any administrative fee(s) shall not be subject to any further review, including a review by any Court; and

d) the person(s) shall pay to the Municipality a hearing non-appearance fee, late payment fee(s) and any other applicable administrative fee(s).

5.7 On a review of a screening decision, the hearing Officer may:

- a) confirm the screening decision; or
- b) cancel, reduce or extend the time for payment of the administrative penalty, including any administrative fee(s), on the following grounds:
 - i. where the person(s) establishes on a balance of probabilities that they did not contravene the designated Bylaw(s) as described in the penalty notice; or
 - ii. where the person(s) establishes on a balance of probabilities that the cancellation, reduction or extension of time for payment of the administrative penalty, including any administrative fee(s), is necessary to relieve any undue hardship.

5.8 A hearing Officer shall not make any decision respecting a review of a screening decision unless the hearing Officer has given the person(s) and a representative of the Municipality an opportunity to be heard at the time and place scheduled for the hearing.

5.9 All hearings by a hearing Officer shall be conducted in accordance with the *Statutory Powers and Procedures Act*, R.S.O. 1990, c. S.22, as amended.

5.10 A hearing Officer has no authority to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law.

5.11 After a hearing is complete, the hearing Officer shall deliver to the person(s) a hearing decision, in accordance with Section 6 of this By-law.

5.12 The decision of a hearing Officer is final.

Service of Documents

6.0 The service of any document, notice or decision, including a penalty notice, pursuant to this By-law, when served in any of the following ways, is deemed effective:

- a) immediately, when a copy is delivered to the person(s) to whom it is addressed;
- b) on the seventh (7th) day following the date a copy is sent by registered mail to the person's last known address;
- c) immediately upon sending a copy by electronic mail (i.e. e-mail) to the person's last known electronic mail address.

6.1 For the purposes of subsections 6.0 (b), (c) and (d) of this By-law, a person's last known address and electronic mail address includes an address and electronic mail address provided by the person(s) to the Municipality as may be required by a form, practice or policy under this By-law.

Administration

7.1 The Clerk, their delegate, or anyone designated by the Clerk shall administer this By-law and establish any additional practices, policies and procedures necessary to implement this By-law and may amend such practices, policies and procedures from time to time as they deem necessary, without amendment to this By-law.

7.2 The Clerk, their delegate, or anyone designated by the Clerk shall prescribe all forms and notices, including the penalty notice, necessary to implement this By-law and may amend such forms and notices from time to time as they deem necessary, without amendment to this By-law.

7.3 An administrative penalty, including any administrative fee(s), that is confirmed or reduced, or in respect of which the time for payment has been extended, remaining unpaid after the date when it is due and payable, constitutes a debt to the Municipality owed by the person(s).

a) Pursuant to subsections 398 (1) and (2) of the *Municipal Act*, where an administrative penalty, including any administrative fees(s) remain unpaid after the final date on which it is payable as specified in the penalty notice, the administrative penalty including any administrative fees(s) shall be deemed to be unpaid taxes and the outstanding amount shall be added to the tax roll and collected in the same manner as Municipal taxes.

7.4 Where an administrative penalty is not paid by the date on which the administrative penalty is due and payable; the person shall pay to the Municipality a late payment fee(s), in addition to the administrative penalty and any applicable administrative fee(s).

7.5 Where a person makes a payment to the Municipality of any administrative penalty, administrative fee or late payment fee, by negotiable instrument, for which there are insufficient funds available in the account on which the instrument was drawn, the person shall pay to the Municipality the NSF fee set out in the Municipality's Fees and Charges By-law.

7.6 Where an administrative penalty is cancelled by a screening Officer or hearing Officer, any administrative fee(s) are also cancelled.

7.7 Any time limit that would otherwise expire on a Holiday is extended to the next day that is not a Holiday.

7.8 A person(s) claiming financial hardship under this By-law shall provide documented proof of the financial hardship to the Clerk, their delegate, or anyone designated by the Clerk, the screening Officer or the hearing Officer, as applicable.

7.9 Any schedule attached to this By-law forms part of this By-law.

Severability

8.0 Should any provision, or any part of a provision, of this By-law be declared invalid, or to be of no force and effect, by a court of competent jurisdiction, it is the intent of Council that such a provision, or part of a provision, shall be severed from this By-law, and every other provision of this By-law shall be applied and enforced in accordance with its terms to the extent possible according to law.

Interpretation

9.0 The provisions in Part VI of the *Legislation Act*, 2006, S.O. 2006, c.21, Sched. F, shall apply to this By-law.

Short Title

10.0 This By-law may be referred to as the AMPS By-law.

Effective Date

11.0 That this By-law shall come into effect on the day it was passed.

Repealed

12.0 By-law #30-2025 is hereby repealed.

Administrative Corrections

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

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this XX day of XXXX, 2026.

Glynn Robinson, Mayor

Cheryl Marshall, Clerk

THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH

SCHEDULE "A"
BY-LAW #15-2026

Administrative Monetary Penalty By-law for
Non-Parking Offences Designated By-laws

Designated By-laws:

Animal(s) At Large By-law (Other the Dogs) #2023-31
Control and Licensing of Dogs By-law #2023-07
Littering By-law #2012-13
Noise By-law #2024-27
Nuisance Beavers and Beaver Dams By-law #2023-30
Open Air Burning By-law #16-2026
Trailer By-law #2025-41

1. For the purposes of Section 2 of this By-law, Column 1 in the following Table lists the provisions in the designated By-law identified in the Schedule, as amended.
2. Column 2 in the following Table sets out the short form wording to be used in a penalty notice for the contravention of the designated provisions listed in Column 1.
3. Column 3 in the following Table sets out the administrative penalty amount that is payable for contraventions of the designated provisions listed in Column 1.

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH**

**SCHEDULE "A"
BY-LAW #15-2026**

**Administrative Monetary Penalty By-law for
Non-Parking Offences Designated By-laws**

THE TOWNSHIP OF MCMURRICH/MONTEITH
ADMINISTRATIVE MONETARY PENALTIES
BY-LAW #2023-31
BEING AT LARGE OR TRESPASSING
OF ANIMALS OTHER THEN DOGS

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Permit animal(s) to run at large or trespass upon a highway	Sec. 2.1	\$300.00
2	Permit animal(s) to run at large or trespass upon a public or private property	Sec. 2.2	\$300.00
3	Failure to erect and/or maintain a fence	Sec. 2.4	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
ADMINISTRATIVE MONETARY PENALTIES
BY-LAW #2023-07

CONTROL & LICENSING OF DOGS

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Fail to obey muzzle order	Sec. 2.3	\$300.00
2	Allow more than 3 dogs to reside in the Residential Settlement area or where prohibited	Sec. 4.1 (i)	\$300.00
	Allow more than 6 dogs to reside in the Rural area	Sec. 4.1 (ii)	
3	Fail to obtain license	Sec. 3.1	\$300.00
4	Fail to affix dog tag	Sec. 3.3	\$300.00
5	Fail to notify By-law Enforcement Officer of changes to owner information	Sec. 3.4	\$300.00
6	Fail to remove excrement	Sec. 4.2	\$300.00
7	Fail to restrain a dog in public	Sec. 4.3	\$300.00
8	Allow a dog to run at large	Sec. 4.4	\$300.00
9	Allow a dog to excessively bark	Sec. 4.4	\$300.00
10	Allow a dog to trespass on private property	Sec. 4.8	\$300.00
11	Allow a dog within a beach area	Sec. 4.9	\$300.00
12	Fail to restrain a dog in a park or on a trail	Sec. 4.10	\$300.00
13	Allow a dog into a Municipal facility or building without approval	Sec. 4.11	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
 ADMINISTRATIVE MONETARY PENALTIES
 BY-LAW #2012-13
 LITTERING

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Depositing litter on highways within the Municipality	Sec. 2	\$300.00
2	Littering on any Township of McMurrich/Monteith property	Sec. 3	\$300.00
3	Dumping, burying, or disposing of refuse, domestic or industrial waste on any Township of McMurrich/Monteith property	Sec. 4	\$300.00
4	Obstructing the Township of McMurrich/Monteith's By-law Enforcement Officer in the lawful exercise or power or duty	Sec. 7	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
 ADMINISTRATIVE MONETARY PENALTIES
 BY-LAW #2024-27
 TO CONTROL NOISE

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Permitting noise from electronic device during prohibited time	Section 2.1 and 2.2 schedule A (1)	\$300.00
2	Permitting noise from auditory signaling device during prohibited time	Section 2.1 and 2.2 schedule A (2)	\$300.00
3	Permitting noise from construction equipment during prohibited time	Section 2.1 and 2.2 schedule A (3)	\$300.00
4	Permitting noise from a toy, model or replica during prohibited time	Section 2.1 and 2.2 schedule A (4)	\$300.00
5	Permitting noise from a motorized conveyance during prohibited time	Section 2.1 and 2.2 schedule A (5)	\$300.00
6	Permitting noise from a motorized conveyance resulting in excessive noise	Section 2.1 and 2.2 schedule A (6)	\$300.00
7	Permitting persistent noise from a domestic pet during prohibited time	Section 2.1 and 2.2 schedule A (7)	\$300.00
8	Permitting noise from any tool, equipment or appliance during prohibited time	Section 2.1 and 2.2 schedule A (8)	\$300.00
9	Permitting noise from solid waste bulk lift or refuse compacting	Section 2.1 and 2.2 schedule A (9)	\$300.00
10	Making or permitting noise by yelling, shouting, hooting or hollering during a prohibited time	Section 2.1 and 2.2 schedule A (10)	\$300.00
11	Permitting noise from loud playing of musical instruments during prohibited time	Section 2.1 and 2.2 schedule A (11)	\$300.00
12	Permitting the operation of a motorized conveyance in such a way to rev the engine	Section 2.1 and 2.2 schedule A (12)	\$300.00
13	Permitting noise from a domestic generator during prohibited time	Section 2.1 and 2.2 schedule A (13)	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
 ADMINISTRATIVE MONETARY PENALTIES
 BY-LAW #2023-30
 RESPECTING THE MANAGEMENT
 OF NUISANCE BEAVERS AND BEAVER DAMS

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Permit a beaver dam or other obstruction on property	Sec. 1.1	\$300.00
2	Fails to comply with an order	Sec. 3.2	\$300.00
3	Hinders or obstructs an employee or agent of the Township	Sec. 3.3	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
 ADMINISTRATIVE MONETARY PENALTIES
 BY-LAW #2025-41
 TO LICENSE TRAILERS

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Fail to obtain a license for trailer over 21 day limit	Sec. 3.1	\$300.00
2	Fail to vacate trailer from the months of December 1 st to April 30 th	Sec. 3.2	\$300.00
3	Allow additions to be built to a trailer other than an uncovered, unattached deck not exceeding 10 sq. m and access stairs	Sec. 3.4	\$300.00
4	Having more than 1 trailer per property	Sec. 3.6	\$300.00
5	Allow person to locate trailer on his/her property without license	Sec. 3.7	\$300.00
6	Fail to display license so it can easily be seen from the outside of the trailer	Sec. 5.4	\$300.00
7	Providing false information on their license application	Sec. 6.4	\$300.00
8	Obstruct person designated to enforce this By-law	Sec. 6.9	\$300.00

THE TOWNSHIP OF MCMURRICH/MONTEITH
ADMINISTRATIVE MONETARY PENALTIES
BY-LAW #16-2026
PRESCRIBE THE PARAMETRES FOR OPEN AIR FIRES

ITEM #	COLUMN 1 SHORT FORM WORDING	COLUMN 2 CREATING OR DEFINING OFFENCE	COLUMN 3 PENALTY
1	Set open air fire during prohibited hours	2.1	300.00
2	Set or permit a flying lantern	2.4	300.00
3	Fail to comply with permit conditions	4.2	300.00
4	Fail to extinguish fire otherwise allowed under permit when ordered to do so	4.6	300.00
5	Recreational fire in fire pit larger than permitted	5.1	300.00
6	Set or permit recreational fire – burn prohibited materials	5.2	300.00
7	Allow recreational fire to adversely affect other Persons	5.3	300.00
8	Set or permit recreational fire - burn oversized wood	5.5	300.00
9	Set or permit recreational fire within 33 Feet (10 metres) of adjacent property	5.6	300.00
10	Set or permit recreational fire within 33 Feet (10 metres) of combustible structure	5.7	300.00
11	Set or permit recreational fire without extinguishing provisions and devices	5.8	300.00
12	Fail to supervise recreational fire	5.9	300.00
13	Set or permit recreational fire during high winds or smog alert	5.10	300.00
14	Fail to take reasonable precautions during recreational fire	5.11	300.00
15	Fail to extinguish recreational fire when ordered to do so	5.12	300.00
16	Set or permit recreational fire during fire ban	5.13	300.00
17	Set or permit non-recreational fire without a permit	6.1	300.00
18	Set or permit non-recreational fire with oversized burn pile	6.1	300.00
19	Set or permit non-recreational fire of prohibited materials	6.2	300.00
20	Set or permit non-recreational fire – burn materials other than dry wood or permitted yard waste	6.3	300.00
21	Set or permit non-recreational fire within 33 Feet (10 metres) of adjacent property	6.4	300.00
22	Allow non-recreational fire to adversely affecting other Persons	6.5	300.00
23	Fail to supervise non-recreational fire	6.6	300.00
24	Set or permit non-recreational fire without extinguishing provisions and devices	6.7	300.00
25	Set or permit non-recreational fire during high winds or smog alert	6.8	300.00
26	Fail to take reasonable precautions during non-recreational fire	6.9	300.00
27	Fail to extinguish non-recreational fire when ordered to do so	6.10	300.00
28	Set or permit non-recreational fire during fire ban	6.11	300.00
29	Non-recreational open air fire during 01 November–31 March exceeds permitted size	6(b)	300.00
30	Fail to extinguish fire when ordered to do so	8.3	300.00
31	Hinder or obstruct any Person exercising a power or performing a duty under this By-law	12.1	300.00

THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH

SCHEDULE "B"
BY-LAW #15-2026

Administrative Monetary Penalty By-law for
Non-Parking Offences Designated By-laws

Administrative Fees

ITEM #	COLUMN 1 Administrative Fee	COLUMN 2 Amount
1	Late Payment Fee	\$50.00
2	MTO Plate Denial Fee	\$50.00
3	MTO Search Fee	\$50.00
4	Screening No Show Fee	\$50.00
5	Hearing No Show Fee	\$50.00
6	Insufficient Funds Fee (NSF)	As per the Municipality's Fees By-law

THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH

SCHEDULE "C"
BY-LAW #15-2026

Administrative Monetary Penalty By-law for
Non-Parking Offences Designated By-laws

AMPS REQUEST FORM

**IMPORTANT INFORMATION TO READ PRIOR TO COMPLETING
REQUEST FORM**

- Applicants are responsible for completing all required portions of the applicant portion of this form, and any false or misleading information may lead to this Request being null and void.
- Personal information contained on this form is collected under the authority of Part IV and Section 11 of the *Municipal Act, 2001* and will be used for the administration of the AMPS Program. Questions concerning collection of Personal information should be directed to the Clerk.
- Any supporting evidence (photos or documents) for your Screening Request must be brought with you or attached to this completed form and the Number of items noted.
- Any supporting evidence NOT presented for the Screening is NOT ADMISSABLE at the Hearing.

TO BE COMPLETED BY APPLICANT				
<input type="checkbox"/> Penalty Notice Recipient		<input type="checkbox"/> Authorized Representative		<input type="checkbox"/> Property Owner
PENALTY NOTICE RECIPIENT				
NAME (First and Last)		ADDRESS (Street, Town, Province)		POSTAL CODE
EMAIL		HOME PHONE #		OTHER PHONE #
AUTHORIZED REPRESENTATIVE (to be completed IF REPRESENTATIVE is accompanying Recipient)				
NAME (First and Last)		ADDRESS (Street, Town, Province)		POSTAL CODE
EMAIL		HOME PHONE #		OTHER PHONE #
PENALTY NOTICE INFORMATION (found on Notice received)				
PENALTY NOTICE #		NAME / ADDRESS ON NOTICE		OFFENCE COMMITTED
BY-LAW / SECTION #		ADDRESS OF OFFENCE		ISSUED: IN PERSON/MAIL/VEHICLE
TYPE OF REQUEST (Under AMPS By-law)				
<input type="checkbox"/> SCREENING REVIEW	<input type="checkbox"/> APPEAL TO HEARING	<input type="checkbox"/> EXTENSION OF TIME TO PAY	<input type="checkbox"/> EXTENSION OF TIME FOR A SCREENING	<input type="checkbox"/> EXTENSION OF TIME FOR A HEARING
In the space below, provide a factual and detailed explanation of your reason(s) for the Request:				
APPLICANT SIGNATURE		DATE / TIME		
AMPS REQUEST MUST BE SUBMITTED BY:				
1. In Person or by Mail: Township of McMurrich/Monteith, PO Box 70, 31 William Street, Sprucedale, Ontario, P0A 1Y0				
2. Email completed and signed form (with attachments) to clerk@mcmurrichmonteith.com				
TO BE COMPLETED BY TOWNSHIP / APPOINTED OFFICER / AUTHORIZED STAFF				
Name		Role / Position		Date Received
IS REQUEST COMPLETE? (applicant information complete / Request signed)				
FEE REQUIRED FOR TYPE OF REQUEST?				

Additional information / evidence attached to Request?
Number of attachments:

SUBJECT:	Conflict of Interest in Relation to the Administration of the Administrative Monetary Penalty System (AMPS) program By-law # XX-2026 - Schedule "D"	POLICY #: ADM-009	
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1. POLICY STATEMENT

1.1 This policy addresses conflict of interest provisions in relation to the administration of the Administrative Monetary Penalty System (AMPS) program.

2. PURPOSE

2.1 To define what constitutes a conflict of interest in relation to the AMPS program, to prevent such conflicts of interest and to redress such conflicts should they occur.

2.2 To establish conflict of interest guidelines to ensure that AMPS program responsibilities are conducted in accordance with fundamental principles of justice, which include judicial and prosecutorial independence, fairness, impartiality, competence and integrity.

3. SCOPE

3.1 This policy applies to all Screening Officers, Hearing Officers and all Municipal officials and staff involved in the administration of the AMPS program.

3.2 For Municipal staff engaged in the administration of the AMPS program, the Code of Conduct and Ethics shall also apply in regard to the activities of an employee in the administration of the AMPS program.

4. PROCEDURE

4.1 Appointment of Screening Officers and Hearing Officers:

4.1.1 Screening Officers and Hearing Officers shall be appointed by a bylaw passed by Council in accordance with the provisions of By-law # XX-2026

4.1.2 Screening Officers are Persons (either independent citizens, employees of the Municipality, or employees of another Municipality, where an agreement for such services exist) appointed by Council to review screening Requests. Screening Officers employed by a Municipality are not permitted to be involved in the Day-to-Day supervision or management of Officers issuing Penalty Notices under AMPS.

4.1.3 Hearing Officers are independent citizens appointed by Council to conduct Hearing Reviews in the public interest. While not a mandatory qualification, it is encouraged that Hearing Officers have a familiarity with legal processes and an educational/employment background in legal matters.

4.1.4 The following Persons are not eligible for appointment as a Screening Officer or Hearing Officer:

1. A Member of Council or a relative of a Member of Council. A relative, for the purposes of this policy, is defined to include a
 - a) Spouse, common-law partner, or any Person with whom the Person is living as a spouse outside of marriage;
 - b) Parent;
 - c) Child, including a step child and grandchild;

- d) Siblings and children of siblings;
 - e) Aunt, uncle, niece and nephew;
 - f) In-laws, including mother, father, sister, brother, daughter and son; or
 - g) Any Person who lives with the Person on a permanent basis; or
2. A Person indebted to the Municipality other than:
- a) in respect of current real property taxes; or
 - b) Pursuant to an agreement with the Municipality the terms with which the Person is in compliance.

5. CONFLICT OF INTEREST

5.1 A conflict of interest arises where a Screening Officer, Hearing Officer or staff Person involved in the administration of the AMPS program has a Personal or business interest that conflicts, might conflict, or may be perceived to conflict with the interests of the AMPS program. A conflict of interest could arise in relation to Personal or business matters including:

- a) directorships or other employment;
- b) interests in business enterprises or professional practices;
- c) share ownership or beneficial interests in trusts;
- d) existing professional or Personal associations with a Person;
- e) professional associations or relationships with other organizations; and
- f) Personal associations with other groups or organizations, or family relationships including relatives as defined in this policy.

5.1.1 A Screening Officers must be and appear to be impartial at all times. It would be inappropriate for a Screening Officer to review a Penalty Notice for a personal or business acquaintance or relative (as defined above). A conflict of interest includes an actual conflict and a potential or perceived conflict.

5.1.2 Hearing Officers have obligations to conduct Hearing reviews in an impartial manner. Hearing Officers, in conducting a Hearing Review, are bound by the Statutory Powers and Procedures Act, as well as bound by general Administrative common law principles (i.e., procedural fairness, natural justice, impartial and unbiased Decision making, legitimate expectation, etc.). Hearing Officers must be and appear to be impartial at all times. It would be inappropriate for a Hearing Officer to review a Screening Review Decision for a Personal or business acquaintance or relative, as defined by this policy. A conflict of interest includes an actual conflict and a potential conflict.

5.1.3 Every Screening Officer, Hearing Officer or other Municipal staff Person involved in the administration of AMPS, must disclose any obligation, commitment, relationship or interest that could conflict or may be perceived to conflict with his or her duties to or interests in the administration of the AMPS program. A Screening Officer or Hearing Officer shall not represent any Person at a Screening Review or Hearing Review.

5.2 Conduct of a Screening Officers and Hearing Officers:

5.2.1 All Screening Officers and Hearing Officers shall conduct themselves in the following manner:

5.2.2 With independence:

- must both be and appear to be independent, impartial, and unbiased.

- must avoid all conflicts of interest, whether real or perceived, and are responsible for promptly taking appropriate steps to disclose, resolve, or obtain advice with respect to such conflicts when they arise.
- should not be influenced by partisan interests, public opinion, or by fear of criticism.
- should not use their title and position to promote their own interests or the interests of others.
- should discharge their duties in accordance with the law, Municipal By-laws and AMPS policy, procedures, and guidelines.

5.2.3 With knowledge:

- should maintain their competence through their work, by participating in training and education courses and by seeking guidance from their colleagues and Municipality, as required.
- should remain up to Date on changes in the law, Municipal By-laws, policy, and procedures relevant to their function.

5.2.4 With conduct becoming:

- are subject to ongoing public scrutiny and therefore they must respect and comply with the law and conduct themselves at all times in a manner that promotes public confidence in the integrity and impartiality of the AMPS program.
- should approach their duties in a calm and courteous manner when dealing with the public and others and should present and conduct themselves in a manner consistent with the dignity of the AMPS system and their appointment.
- should convey in plain language their Decisions and the reasons therefore where such are required.
- must safeguard the confidentiality of information that comes to them by virtue of their work and should not disclose that information except as required by law.
- in discharging their duties, must treat those with whom they deal in a respectful and tolerant manner regardless of the gender, sexual orientation, race, religion, culture, language, mental abilities, or physical abilities of those Persons.

5.2.5 With administration of natural justice paramount:

- shall refrain from openly and publicly criticizing the administration of the AMPS program or the conduct of others. Screening and Hearing Officers shall recognize that only the Clerk and CAO may speak publicly on behalf of the Municipal AMPS program. Any criticisms, suggestions, or concerns related to the AMPS program should be communicated through appropriate channels to the Clerk.
- should deal with the tasks that come before them in a timely manner and should make themselves accessible to those requiring their services.
- must not knowingly exercise a power or function for which they have not been Designated.

5.2.6 Procedures may be defined by the Clerk to address specific implementation of this policy.

5.3 Preventing Conflict of Interest:

5.3.1 The keys to preventing conflicts of interest are: disclosure and withdrawal from the power of Decision in regards to a Screening Review or Hearing review.

5.3.2 The need for disclosure and withdrawal from a power of Decision applies to any real or perceived conflict of interest.

5.3.3 If a Screening Officer or Hearing Officer becomes aware of any real or perceived conflict of interest in regard to a review of an Administrative Penalty or Screening Decision, as the case may be, the Screening Officer or Hearing Officer shall notify the Clerk or his or her designate(s), of the conflict of interest and

- a) in the case of a scheduled review of an Administrative Penalty or Screening Decision that has not yet commenced, Request another Screening Officer or Hearing Officer to conduct the review to avoid actual or potential conflicts of interest; or
- b) in the case of a review of an Administrative Penalty or Screening Decision that has commenced, adjourn the review and withdraw from the power of Decision, and advise the Clerk, or his or her designate. The Municipality will reschedule the Screening Review or Hearing Review with another Screening Officer or Hearing Officer, as the case may be.

5.3.4 If all appointed Screening Officers and/or Hearing Officers have a conflict of interest with a matter, then the Clerk shall retain another Screening Officer or Hearing Officer to handle the matter that is the subject of the conflict of interest.

5.3.5 Questions related to this policy are to be directed to the Clerk. Should legal clarification be required, a solicitor used by the Municipality may be contacted by the Clerk.

5.4 Addressing Conflicts if they Occur:

5.4.1 The Municipality's Code of Conduct and Ethics has a process to deal with breaches of the Code by employees in the administration of the AMPS program.

5.4.2 If someone suspects that a Screening Officer or Hearing Officer conducted a Screening Review or Hearing review where there was a conflict of interest, the Person shall advise the Clerk and an investigation may be conducted in accordance with Municipal policies.

5.4.3 Any finding of a conflict of interest, shall be reported to the Clerk by the responsible Municipal official, including any recommendation for appropriate disciplinary action, up to and including revocation of appointment.

5.5 Influence:

5.5.1 No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, with employees or other Persons performing duties related to the administration of AMPS.

5.5.2 No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an Administrative Penalty matter and/or respecting a delegated power of Decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a Person who is entitled to be heard in a Screening Review or Hearing Review.

5.6 Charges under the Criminal Code or Other Statutes or Regulations:

5.6.1 Where a Screening Officer or Hearing Officer is charged with an offence under the Criminal Code of Canada or any other federal statute or regulation that is dealt with under the Criminal Code of Canada, such charge shall be disclosed forthwith to the Clerk.

5.6.2 Where a Screening Officer or Hearing Officer is charged with an offence under other federal or provincial statutes or regulations and where continuing to perform his or her duties may erode public confidence in the administration of the AMPS program, the charge shall be disclosed to the Clerk.

5.6.3 A determination will be made by the Clerk as to whether or not an actual or perceived conflict of interest exists or if public confidence in the administration of the AMPS program has been compromised and, if so, the Screening Officer or Hearing Officer may be removed from his or her duties until the final disposition of the charge.

6. COMMUNICATION / IMPLEMENTATION

6.1 This policy shall form part of the orientation for all current and new Screening Officers and Hearing Officers and AMPS administration staff.

7. ACCOUNTABILITY

7.1 All Screening Officers, Hearing Officers and Municipal staff involved in the administration of the AMPS program is accountable for implementing and abiding by this policy. Accountability for interpretation of this policy in relation to a real or perceived conflict of interest shall be determined by the Clerk.

8. EVALUATION

8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Prevention of Political Interference in the Administrative Monetary Penalty System (AMPS) Program By-law #15-2026 - Schedule "E"	POLICY #: ADM-010	
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1. POLICY STATEMENT

1.1 This policy is to prevent political interference in the administration of the Administrative Monetary Penalty System (AMPS).

2. PURPOSE

2.1 To prevent political interference of any kind in the administration of the AMPS program, and to minimize and restrict opportunities for political interference, intentionally or unintentionally.

2.2 To define what constitutes political interference in relation to the AMPS program, to ensure the responsibilities of the Screening and Hearing Officers are conducted in accordance with fundamental principles of justice, which include Decision making and procedural independence, fairness, impartiality and integrity, without any political interference.

3. SCOPE

3.1 This policy applies to all elected Members of the Council of the Township of McMurrich Monteith, as well as other Municipal officials and staff.

3.2 In regard to Members of Council, this policy should be read and interpreted within the context of prevailing provincial legislation (i.e., Municipal Conflict of Interest Act) and the Council Code of Conduct, including its related policies, procedures and guidelines.

4. PROCEDURE

4.1 Principles of Preventing Political Interference:

4.1.1 No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically, or otherwise, with employees or other Persons performing duties related to the administration of AMPS.

4.1.2 No Person shall attempt, directly or indirectly, to communicate for the purpose of influencing or interfering, financially, politically or otherwise, a Screening Officer or Hearing Officer respecting the determination of an Administrative Penalty matter and/or respecting a delegated power of Decision in a proceeding that is or will be pending before the Screening Officer or Hearing Officer, except a Person who is entitled to be heard in a Screening Review or Hearing Review.

4.1.3 All Persons involved with the enforcement and administration functions of the AMPS program shall endeavor to carry out such duties in a manner, which upholds the integrity of the administration of justice

4.1.4 If someone attempts to influence a Screening Officer, Hearing Officer or Municipal employee engaged in the administration of the AMPS program, contrary to the rules above, the Screening Officer, Hearing Officer or Municipal employee, as the case may be, shall report the incident to the Clerk as soon as possible. No action will be taken against a Screening Officer or Hearing Officer for making any such report in good faith.

4.1.5 Procedures may be defined by the Clerk to address specific implementation of this policy.

5. IMPLEMENTATION

5.1 All Members of Council shall be provided with a copy of this policy and the policy shall form part of the Council Code of Conduct.

5.2 This policy shall form part of the orientation for all Members of Council at the start of new term of Council, as well as all current and new Municipal officials and staff, with the potential for interaction with the AMPS program.

5.3 This policy shall form part of the orientation for all current and new Screening and Hearing Officers and AMPS administration staff.

6. ACCOUNTABILITY

6.1 Attention is brought to the fact that any interference with the AMPS program may result in charges under the Criminal Code of Canada, Provincial statutes, or other disciplinary action.

6.2 A Screening or Hearing Officer, employee or other Person performing duties related to the AMPS program under this policy shall report any attempt at political influence or interference, financial, political, or otherwise, to the Clerk. No action shall be taken against the employee or other Person(s) for making any such report in good faith.

6.3 Where any employee, Screening Officer, Hearing Officer or other Person performing duties related to the AMPS program, is contacted by a Member of Council or Municipal official with respect to the administration of the AMPS program, he or she shall immediately disclose such contact to the Clerk in order to maintain the integrity of the AMPS program.

6.4 A Screening Officer or Hearing Officer shall disclose any actual or perceived political interference as soon as possible to the Clerk.

7. ADMINISTRATION

7.1 This policy shall be administered by the Clerk.

8. EVALUATION

8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Public Complaints Process Respecting Administrative Monetary Penalty System (AMPS) Program By-law #15-2026 - Schedule "F"	POLICY #: ADM-011	
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1. POLICY STATEMENT

1.1 This policy is to address any public complaint regarding the administration of the Administrative Monetary Penalty System (AMPS).

2. PURPOSE

2.1 To ensure the AMPS program remains an open, accessible, responsive, accountable, efficient, and effective system for enforcement of Municipal By-laws in the Township of McMurrich Monteith, and any public complaints are addressed in a timely and responsible manner.

3. SCOPE

3.1 This policy applies to all public complaints, informal or formal, regarding all aspects of the AMPS program, and applies to all Administrative actions and functions of all Municipal employees and other Persons responsible for the administration of the AMPS program.

3.2 Screening Officers and Hearing Officers do not have jurisdiction to consider questions relating to the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law. Any public complaints regarding the validity of a statute, regulation or By-law or the constitutional applicability or operability of any statute, regulation or By-law will not be processed through this policy.

3.3 This policy is not intended to replace other specific Municipal programs, policy/procedures and legal processes available to the public to address public concerns with the AMPS program.

4. PROCEDURE

4.1 A public complaint shall be processed in keeping with all applicable statutes, By-laws, and policies of the Township of McMurrich/Monteith. The complaint process shall be as follows:

4.1.1 Any public complaint must be in writing, identifying the name and full contact information of the complainant, and sent to the Clerk, or his or her delegate(s), within 30 Days in respect to the Date of the event for which the complaint is being made. Complaints that are anonymous will not be accepted.

4.1.2 All complaints shall be treated as confidential by the Clerk, respecting Personal information privacy and confidentiality, subject to legislative provisions.

4.1.3 Any complaint regarding a Member of Council in respect of the administration of AMPS shall be processed in accordance with the Council Code of Conduct.

4.1.4 The Clerk, or his or her designate(s), will not address or process any public complaint that is deemed by the Clerk, or his or her designate(s), as frivolous, vexatious, trivial or made in bad faith.

4.1.5 A complainant may withdraw his/her complaint at any time.

4.1.6 Where possible, attempts will be made to address public complaints through an informal resolution process before proceeding to a formal resolution process.

4.1.7 Any deemed resolution of a formal complaint will be addressed by written response by the Clerk, or his or her designate(s), to the Person filing the complaint. A public complaint sustained through a review cannot be used as the basis to change or

void a Decision of a Screening Officer or Hearing Officer, including any Penalty fines and Administrative Fees due or paid.

4.1.8 The Clerk in conjunction with the Municipal By-law Enforcement Officer will report annually as part of the annual AMPS program report on the summary of public complaints filed and addressed in respect of the AMPS program.

4.1.9 Procedures may be defined by the Clerk to address specific implementation of this policy.

5. ACCOUNTABILITY

5.1 All Persons responsible for administering the AMPS program shall be responsible for implementation of this policy. The Clerk, or his or her designate(s), unless otherwise noted, shall be responsible for addressing public complaints regarding the administration of the AMPS program.

6. ADMINISTRATION

6.1 This policy shall be administered by the Clerk.

7. EVALUATION

7.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

7.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Financial Management and Reporting for the Administrative Monetary Penalty System (AMPS) Program By-law #15-2026 - Schedule "G"	POLICY #: ADM-012	
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1. POLICY STATEMENT

1.1 This policy is to affirm that the Township of McMurrich Monteith's Administrative Monetary Penalty System (AMPS) shall follow the existing corporate policies and procedures related to financial management and reporting.

2. PURPOSE

2.1 To ensure all financial management and reporting responsibilities related to the AMPS program conform to current corporate policies and procedures for financial management and reporting.

3. SCOPE

3.1 This policy applies to all financial management and reporting responsibilities and accountabilities regarding the AMPS program. All Township employees and other Persons responsible for the administration of the AMPS program shall comply with this policy.

4. PROCEDURE

4.1 Overall Financial Management and Reporting:

4.1.1. Preparation of the Township's budget revolves around priority setting that reflects the Township's Strategic Plan, Council priorities, service delivery objectives and standards and historical financial performance; all balanced with the need for prudent financial management. Priority setting and budgeting with respect to the AMPS program shall be the responsibility of the Clerk in conjunction with the Municipal Law Enforcement Officer.

4.1.2. Through the process of current and capital financial management and reporting for the AMPS program, the Clerk shall:

- a) Review and monitor current year actual, budgeted and projected financial performance and operating results.
- b) Proactively compare program financial activity with past performance to identify trends, issues and opportunities.
- c) Comply with all reporting standards and requirements as part of the Township's financial management and reporting processes.
- d) Comply with all Township procurement policies and procedures in regard to the AMPS program.

4.1.3. Screening Officers and Hearing Officers are prohibited from directly accepting any Payment from any Person in respect of an Administrative Penalty. Any Person issuing a Penalty Notice in respect of the contravention of a Designated By-law is not permitted to accept Payment in respect of an Administrative Penalty.

4.1.4. If a Person has paid any Administrative Fees in respect of an Administrative Penalty and the Penalty is subsequently cancelled by a Screening Officer or Hearing Officer, the Township shall refund in full such Administrative Fees to the Person.

4.1.5. All Township employees engaged in the administration of the AMPS program shall ensure all work activities are conducted in accordance with the Code of Conduct and Ethics. Township employees shall ensure compliance with cash/Payment handling procedures for financial stewardship.

5. METHODS OF PAYMENT

5.1 Following the issue of a Penalty Notice, the Person is permitted to make a voluntary Payment by using one of the following methods:

- a) Online: e-Transfer to clerk@mcmurrichmonteith.com
Indicate "Penalty Notice" as subject and include Penalty Notice Number
- b) In Person: Cash or Debit Card
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice Number) and made payable to "Township of McMurrich/Monteith"
- c) Overnight Drop box (located at front doors of the Municipal Office)
- d) By Mail to the Municipal Office
Township of McMurrich/Monteith, P.O. Box 70, 31 William Street
Sprucedale, Ontario, P0A 1Y0
Personal Cheques/Certified Cheques/Money Order (include Penalty Notice Number) and made payable to "Township of McMurrich/Monteith"

5.2 Payment is not considered made until received by the Township. Persons must allow sufficient mailing time for Payments. Persons should not send cash by mail. Post-Dated cheques or Payment by installations are not accepted. NSF cheques will be subject to an Administrative charge.

6. AMPS PROGRAM ADMINISTRATIVE FEES

6.1 Various Administrative Fees may be payable by a Person with a Penalty Notice and Administrative Penalty due and payable, as set out in the Municipality's current Administrative Monetary Penalty System By-law.

7. REPORTING AND TRACKING ADMINISTRATIVE PENALTIES AND ADMINISTRATIVE FEES

7.1 Upon receipt of a Penalty Notice Payment, a Township employee will apply the Payment to a specific Penalty Notice and provide notification to the MLEO that the Notice has been paid.

7.2 The Township employee will process the various methods of Payment as follows:

- a) In Person - Apply the various methods of Payments to the Penalty Notice. Provide a Person with a receipt of Payment for their records.
- b) By Mail - Apply the cheque Payment to the Penalty Notice Mail receipt if Requested by the Person.
- c) Online - Apply the e-transfer Payment to the Penalty Notice. Provide a receipt if requested by the Person.

7.3 Procedures may be defined by the Clerk or designate to address specific implementation of this policy.

8. ACCOUNTABILITY

8.1 All Persons responsible for administering the AMPS program shall be responsible for implementation of this policy.

9. ADMINISTRATION

9.1 This policy shall be administered by the Clerk or designate.

10. EVALUATION

10.1 The effectiveness of this policy will be evaluated by the CAO and Clerk or designate from time to time or as required by legislative changes.

10.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Financial Hardship Policy for the Administrative Monetary Penalty System (AMPS) Program By-law #15-2026 - Schedule "H"	POLICY #: ADM-013	
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1. POLICY STATEMENT

1.1 The Township of McMurrich/Monteith has deployed an Administrative Monetary Penalty System (AMPS) for the administration of the various By-laws in force in the Township. This Policy addresses financial hardship in relation to the administration of the AMPS and the Fees associated with AMPS. This Policy establishes guidelines to ensure that the Screening and Hearing Officers are aware of how to address these instances and provides examples of documentation that could be accepted as evidence that Payment would cause a financial hardship.

2. PURPOSE

2.1 The purpose of this policy is to respond to Requests by Persons with a Penalty Notice for relief from paying all, or part of a Penalty Notice, including Administrative Fees, if the Person can demonstrate they would suffer financial hardship if required to pay the Penalty.

2.2 In accordance with Ontario Regulation 333/07, the Township is required to develop a policy to address financial hardship experienced by individuals required to pay a Penalty Notice and any applicable Administrative Fees.

3. SCOPE

3.1 This policy applies to a Screening Review and Hearing Appeal conducted by a Screening Officer and Hearing Officer, respectively, pursuant to the current Administrative Monetary Penalty System By-law.

4. PROCEDURE

4.1 Any Person who receives a Penalty Notice is given the right to dispute the Penalty Notice.

4.2 The Screening Officer has the authority to cancel or extend the time for Payment of the Penalty Notice, including any Administrative Fees, if the Screening Officer finds that Payment of the Penalty Notice (including any Administrative Fees) would cause financial hardship.

4.3 Documentation to support financial hardship:

A Person who is experiencing financial hardship should bring documentation to support their claim at the Screening Review or Hearing Appeal. The Person, when required, shall provide documented proof of financial hardship such as:

- a) Old Age Security;
- b) Canada Pension;
- c) Guaranteed Income Supplement;
- d) Disability Pension;
- e) Ontario Student Assistance Program; or
- f) any other form of social assistance.

4.4 The Screening Officer or Hearing Officer will satisfy themselves at the Screening Review or Hearing Appeal as to the authenticity/credibility of the documents provided and will refer to those documents in their Decision.

5. RECORDS RETENTION

- 5.1 All information and documentation shall be treated in a confidential manner, in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Photocopies of the documentation may be required and attached to the Screening Decision and/or Hearing Decision record.

6. IMPLEMENTATION

- 6.1 This Policy shall form part of the orientation for all current and new Screening Officers, Hearing Officers and AMPS administration staff.

7. ADMINISTRATION

- 7.1 This policy shall be administered by the Clerk or designate.

8. EVALUATION

- 8.1 The effectiveness of this policy will be evaluated by the CAO and Clerk or designate from time to time or as required by legislative changes.
- 8.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

SUBJECT:	Screening Officer and Hearing Officer Process Policy Administrative Monetary Penalty System (AMPS) Program By-law #15-2026 – Schedule “I”	POLICY #: ADM-013	
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1. POLICY STATEMENT

1.1 The Township of McMurrich/Monteith deployed an Administrative Monetary Penalty System (AMPS) for the administration of the various By-laws in force in the Township. The Township has authorized the appointment and use of Screening and Hearing Officers to hear and decide the outcome of disputes related to Penalty Notices issued for By-law violations.

2. PURPOSE

2.1 This Policy is to provide guidelines for Screening Reviews and Hearing Appeals conducted pursuant to the Township of McMurrich/Monteith Administrative Monetary Penalty System By-law.

3. PROCEDURE

Screening Officer Review

The Screening Officer is selected by the Clerk and appointed by Council to conduct screening reviews in the public interest. A screening review may be held in the following manner:

- a) Virtual meeting: conducted online by electronic means, using web conferencing technology with specific link provided by the Township.
- b) In Person: Designated room at the Township of McMurrich/Monteith Municipal office located at 31 William Street, Sprucedale, Ontario.

You may have an agent attend the Screening Meeting to represent you.

You may have someone attend the Screening Meeting as your interpreter. An interpreter will not be provided by the Township.

The review will be informal and is an opportunity to explain to the Screening Officer why they should reduce or cancel the Administrative Penalty. You may also Request an extension of time to pay the Penalty as specified in the AMPS By-law. If you are making arguments that the Penalty will cause you financial hardship, you must provide documentation as listed in the Financial Hardship Policy.

After review of a Screening Review Request, a Screening Officer may affirm the Administrative Penalty, including any Administrative Fee(s), or cancel or reduce the Administrative Penalty, including any Administrative Fee(s), or extend the time for Payment of the Administrative Penalty, including any Administrative Fee(s) on the following grounds:

- a) where a Person establishes on a balance of probabilities, that they did not contravene the Designated By-law as described in the Penalty Notice;
- b) the Penalty Notice is defective in substance or form;
- c) the Penalty Notice was not served in accordance with Section 6 of the AMPS By-law; or

d) where a Person provides clear and sufficient evidence to establish that the cancellation, reduction or extension of time for Payment of the Administrative Penalty, including any Administrative Fee(s), is necessary to relieve any undue hardship.

You may Request an appeal of the Screening Decision by a Hearing Officer within 15 Days of the Screening Decision. The Notice will indicate the Date, time, and link for virtual meeting, along with any documents the Township deems necessary for you to have prior to the Hearing Appeal.

Hearing Officer Appeal

These Rules shall be broadly interpreted so as to ensure the most just and expeditious determination of a Hearing on its merits. Where procedures are not provided for in these Rules, a Hearing Officer may do whatever is necessary and permitted by law to effectively determine the matter before them. A Hearing Officer may exercise any of their powers under these Rules on their own initiative or at the Request of a party.

Hearing Officers are individuals appointed by Council to conduct Hearing Appeals in the public interest.

If the owner is not satisfied with the Screening Decision, they have the opportunity to Request a Hearing Appeal before a Hearing Officer. All Hearing Appeals will be scheduled by the By-law Enforcement Department.

A Hearing meeting shall be held in the following manner:

a) Virtual meeting: conducted online by electronic means, using web conferencing technology with specific link provided by the Township.

You may have an agent attend the Hearing Appeal to represent you. A party at any Hearing may:

- a) Present evidence and submissions; and
- b) Call and examine witnesses and conduct cross-examinations of witnesses reasonably required for a full and fair disclosure of all matters relevant to the issues in the Hearing.

Unless the Hearing Officer directs otherwise, the process for all Hearings shall be as follows:

- a) The Hearing Officer will call the Hearing to order and may advise the parties of the Hearing process;
- b) The Hearing Officer will swear or affirm the witnesses or parties presenting evidence;
- c) The Hearing Officer will ask the Officer for all information relevant to the Penalty Notice;
- d) The Hearing Officer will ask the Owner, or their representative to make submissions;
- e) If witnesses are called, the process for each witness to give evidence is: direct examination, cross-examination and re-examination, if any;
- f) The Hearing Officer may ask questions of the witness or parties at any time;
- g) A party may make a brief closing statement;

This process is subject to change by the Hearing Officer if they find that there is a fairer way of proceeding.

The Hearing Officer may adjourn a Hearing at any time on such conditions as they consider just.

Where a Person is properly notified of a Hearing and does not attend at the time and place appointed, the Hearing Officer may proceed in that Person's absence and without further Notice to that Person.

Where a Person fails to attend at the Date, time and place scheduled for a Hearing, the process of Section 5.6 of the Township's current Administrative Monetary Penalty System By-law shall apply.

After conducting a Hearing, a Hearing Officer may affirm the Administrative Penalty, including any Administrative Fee(s), or cancel or reduce the Administrative Penalty, including any Administrative Fee(s), or extend the time for Payment of the Administrative Penalty, including any Administrative Fee(s) on the following grounds:

- a) where a Person establishes on a balance of probabilities, that they did not contravene the Designated By-law as described in the Penalty Notice;
- b) the Penalty Notice is defective in substance or form;
- c) the Penalty Notice was not served in accordance with Section 6; or
- d) where a Person provides clear and sufficient evidence to establish that the cancellation, reduction or extension of time for Payment of the Administrative Penalty, including any Administrative Fee(s), is necessary to relieve any undue hardship.

The Hearing Officer does not have the power to award costs of the Hearing to a party.

The Hearing Officer will provide their Decision with their reasons in support of the Decision, if any, to the By-law Enforcement Department who shall send a copy of the Decision to the parties.

The Hearing Officer may at any time correct a typographical error, error of calculation, misstatement, ambiguity, technical error or other similar error made in their Decision, direction or order.

The Decision of a Hearing Officer is final.

Adjudication Fee

An individual who receives an upheld Decision in a review by a Hearing Officer in relation to a Penalty Notice issued through AMPS shall be responsible for an additional Adjudication Fee of

\$25.00.

Submitting Documents

You must submit any documents or supporting evidence you wish to use in your Screening Review or Hearing Appeal 14 Days prior to the Date via electronic mail to the following address: clerk@mcmurrichmonteith.com

Where a document is submitted in advance, Township staff shall Date stamp the document. The Date stamped on the document shall be deemed to be the Date of receipt.

The party producing the documents should ensure to have originals, were possible and that all documents are legible.

Dismissing Request for Hearing appeal before Hearing Date

The Hearing Officer may dismiss a Request without a Hearing if:

- a) the Request is frivolous, vexatious, or is commenced in bad faith;
- b) the Request relates to matters that are outside the jurisdiction of the Hearing Officer;

c) the Request was not commenced within the proper time limits required in the Township's By-law or the Owner failed to demonstrate extenuating circumstances that warrant the extension of time; or

d) some aspect of the statutory requirements for Requesting a Hearing has not been met.

Before dismissing a Request under this Rule, the Hearing Officer shall give Notice of their intention to dismiss the Request to all parties setting out the reasons for the dismissal.

Adjournments/Re-scheduling

A party may Request to re-schedule a Screening Review or Hearing Appeal within at least fourteen (14) Days prior to the Hearing Date to the following email: clerk@mcmurrichmonteith.com

Only one single adjournment will be made available to the owner.

Last minute Requests to re-schedule will be forwarded to the Hearing Officer, in writing, who will use their discretion in determining whether to grant or deny the Request.

Sharing Information

The Hearing Officer may, at any stage in a matter make orders for:

- a) the exchange of documents;
- b) the oral or written examination of a party; or
- c) any other form of sharing information.

The Hearing Officer's power to make such orders for sharing information is subject to any statute or regulation that applies to the Hearing and nothing in this Rule requires the sharing of any information which is privileged by law.

Disclosure Request

The Person who is Requesting a Hearing Appeal may Request disclosure of documents thirty (30) Days prior to the Date of the Hearing Appeal. This Request must be on prescribed form submitted via email to clerk@mcmurrichmonteith.com

Witnesses

Unless these Rules provide otherwise, witnesses at a Hearing shall be examined orally and the examination may consist of direct examination, cross-examination and re-examination. The Hearing Officer may determine whether or not evidence from a witness needs to be given under affirmation.

There shall be no undue harassment or embarrassment of a witness as they are giving evidence. The Hearing Officer may disallow a question put to the witness that is vexatious or irrelevant to any matter that may be properly inquired into at the Hearing.

The Hearing Officer may at any time during a Hearing direct that a witness be recalled for further examination.

Evidence at Hearings

The Hearing Officer may admit the following as evidence at a Hearing:

- a) any oral testimony; and
- b) any document or other thing, relevant to the subject matter of the Hearing and may act on such evidence, but the Hearing Officer may exclude anything unduly repetitious.

Nothing is admissible in evidence at a Hearing, that would be inadmissible in a court by reason of any privilege under the law of evidence or that is inadmissible by the statute or by law under which the Hearing arises or any other statute.

Where the Hearing Officer is satisfied as to its authenticity, a copy of a document or other thing may be admitted as evidence at a Hearing.

Record of Hearing

The By-law Enforcement Department shall compile a record of any Hearing before a Hearing Officer which shall include:

- a) the Notice of the Hearing;
- b) all Decisions made by the Hearing Officer;
- c) all documentary evidence filed at the Hearing; and
- d) any other documents that in the opinion of the Clerk or designate, or the Hearing Officer should be included in the record of Hearing.

4. SEVERABILITY

4.1 If any provision of these Rules is or becomes illegal, invalid or unenforceable, the illegality, invalidity or enforceability of that provision shall not affect the legality, validity or enforceability of the remaining provisions of these Rules.

5. ADMINISTRATION

5.1 This policy shall be administered by the Clerk.

6. EVALUATION

6.1 The effectiveness of this policy will be evaluated by the CAO and Clerk from time to time or as required by legislative changes.

6.2 Any identified deficiencies or non-compliance issues will be addressed promptly, with corrective measures documented and implemented.

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH**

**SCHEDULE “J”
BY-LAW #15-2026**

ONTARIO REGULATION 260/25

made under the

FIRE PROTECTION AND PREVENTION ACT, 1997

Made: November 20, 2025

Filed: November 26, 2025

Published on e-Laws: November 26, 2025

Published in *The Ontario Gazette*: December 13, 2025

ADMINISTRATIVE PENALTIES

**PART I
INTERPRETATION**

Definitions

1. In this Regulation,

“municipality” means the municipality in which the contravention that is the subject of a penalty order occurred; (“municipalité”)

“penalty order” means an order imposing an administrative penalty that is made under subsection 30.2 (2) of the Act. (“ordonnance de pénalité”)

**PART II
PENALTY ORDERS**

Persons who may impose administrative penalty in municipalities

2. (1) Subsection (2) applies to municipalities that have both a screening officer and a hearing officer described in section 7.

(2) The following persons are prescribed as authorized persons for the purpose of section 30.2 of the Act in respect of any contravention that takes place in a municipality described in subsection (1) of this section:

1. The Fire Marshal.
2. An assistant to the Fire Marshal.

Prescribed provisions that may give rise to administrative penalty

3. The provisions listed in Schedule 1 to this Regulation are prescribed for the purposes of subsection 30.2 (2) of the Act.

Amount of penalty

4. (1) The amount of the penalty for a contravention of a provision listed in Schedule 1 to this Regulation is,

- (a) the first time an order is issued for a contravention of the provision, \$200;
- (b) the second time an order is issued for a contravention of the same provision, \$400; or
- (c) the third or subsequent time an order is issued for a contravention of the same provision, \$600.

(2) For the purposes of subsection (1), a penalty order for the contravention of a provision is considered to be a second, third or subsequent order in respect of the same provision if the order is issued within three years after the first order was issued.

Service of penalty order

5. A penalty order shall be served on the person who is subject to the order in accordance with section 77 of the Act.

PART III

REVIEW AND PAYMENT OF PENALTY ORDERS IN MUNICIPALITIES

REVIEW

Application

6. This Part applies to penalty orders for contraventions that occurred in a municipality and that are issued by an authorized person described in subsection 2 (2).

Prescribed reviewer

7. (1) The following persons are prescribed for the purposes of subsection 30.2 (9) of the Act in respect of the stages of a review described in paragraphs 1 to 3 of subsection 8 (1) of this Regulation:

1. A screening officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 611/06 (Administrative Penalties) made under the *City of Toronto Act, 2006*.
2. A screening officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 333/07 (Administrative Penalties) made under the *Municipal Act, 2001*.
3. A screening officer appointed by the municipality to review penalty orders.

(2) The following persons are prescribed for the purposes of subsection 30.2 (9) of the Act in respect of the stages of a review described in paragraphs 4 to 7 of subsection 8 (1) of this Regulation:

1. A hearing officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 611/06 (Administrative Penalties) made under the *City of Toronto Act, 2006*.

2. A hearing officer appointed by the municipality to review administrative penalties described in section 2 of Ontario Regulation 333/07 (Administrative Penalties) made under the *Municipal Act, 2001*.

3. A hearing officer appointed by the municipality to review penalty orders.

Review process

8. (1) A review of a penalty order described in section 6 shall be conducted as follows:

1. A person who is subject to the penalty order may commence the first stage of a review by requesting, in the manner set out in the order, a review of the order by a screening officer.
2. The screening officer may affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, and shall do so as soon as practical after the review is complete.
3. The screening officer shall send a copy of the decision to the person who requested the review by mail, courier or electronic means as soon as practical after the decision is made.
4. The person who requested the first stage of the review may commence the second stage of the review by requesting a review of the screening officer's decision by a hearing officer.
5. A request under paragraph 4 must be made within 30 days after the date of the decision of the screening officer.
6. The hearing officer may affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, and shall do so as soon as practical after the review is complete.
7. The hearing officer shall send a copy of the decision to the person who requested the review by mail, courier or electronic means as soon as practical after the decision is made.

(2) If a screening officer considers it fair and appropriate in the circumstances, the officer may extend the 30-day period to commence a review under subsection 30.2 (10) of the Act, and the extension may be made even after the 30-day period has expired.

(3) If a hearing officer considers it fair and appropriate in the circumstances, the officer may extend the 30-day period mentioned in paragraph 5 of subsection (1) to request a review and the extension may be made even after the 30-day period has expired.

Conduct of a review

9. (1) A screening officer or hearing officer shall determine whether the stage of the review for which they are responsible is to be conducted orally, electronically or in writing and shall ensure that the person who requested the review is informed of the determination.

(2) If a date and time is set for the person who requested the review to make submissions in respect of any stage of a review, the person shall attend at the set date and time.

(3) A screening officer or hearing officer, as the case may be, shall not decide whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, unless the person who requested the review has been given an opportunity to make submissions in the same manner in which the review is to be conducted.

(4) A hearing officer shall not decide whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, unless a representative of the municipality has been given an opportunity to make submissions in the same manner in which the review is to be conducted.

(5) No witnesses shall be called in the review.

Determination of a review

10. (1) In deciding whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, a screening officer shall determine whether it was reasonable for the authorized person to impose the order.

(2) In deciding whether to affirm or rescind the penalty order, or amend it to reduce the amount of the penalty, a hearing officer shall determine whether the decision of the screening officer was reasonable.

(3) In making a determination mentioned in subsection (1) or (2), the screening officer or hearing officer, as the case may be, may consider the following information:

1. Photographs, drawings or other images.
2. Statements, including certified statements, made by the authorized person who imposed the penalty order.
3. Documents, including certified documents.
4. Statements by the person who requested the review made either in writing or in the manner in which the review is conducted.
5. Statements by or on behalf of the municipality made either in writing or in the manner in which the review is conducted.
6. Any other information, materials or submissions that the screening officer or hearing officer considers to be credible or trustworthy in the circumstances.

Jurisdiction

11. A screening officer or hearing officer, as the case may be, does not have jurisdiction to consider questions relating to the validity of a statute or regulation or the constitutional applicability or operability of any statute or regulation.

PAYMENTS

Payment recipient

12. (1) An administrative penalty for a penalty order described in section 6 is payable to the municipality.

(2) The municipality shall collect payment of the administrative penalty.

Deadline for payment if review occurs

13. If a review of a penalty order does not result in the order being rescinded, the person who is subject to the order shall pay the administrative penalty within 30 days after,

- (a) the date of the decision by the screening officer, if no request for a review of the decision was made under paragraph 4 of subsection 8 (1); or
- (b) the date of the decision by the hearing officer, if a request for review was made under paragraph 4 of subsection 8 (1).

Extension of payment deadline, plan of periodic payments

14. (1) If a screening officer or hearing officer, as the case may be, considers it fair and appropriate in the circumstances, the officer may approve a plan of periodic payments that extends beyond the deadline set out in section 30.2 of the Act or in section 13 of this Regulation.

(2) An approval mentioned in subsection (1) may be conditional on the payment of a specified amount of the administrative penalty being made on or before a specified date.

(3) A plan of periodic payments may be approved even after the 30-day period has expired.

Undue hardship

15. (1) The municipality may excuse a person from paying all or part of an administrative penalty if it determines that requiring the person to pay the penalty would cause undue hardship.

(2) The municipality shall establish a procedure for assessing applications to have all or part of the payment of an administrative penalty excused due to undue hardship.

(3) A person who wishes to have all or part of their payment excused due to undue hardship shall apply to the municipality in accordance with the procedure established by the municipality.

Municipal fees

16. (1) A municipality shall not charge any fees to,

- (a) commence a review in respect of a penalty order;
- (b) extend, under subsection 8 (2) or (3), the period of time in which to commence a review; or
- (c) approve, under subsection 14 (1), a plan of periodic payments.

(2) A municipality may, by by-law, impose fees or charges, other than those mentioned in subsection (1), under section 259 of the *City of Toronto Act, 2006* or under section 391 of the *Municipal Act, 2001*, as the case may be, in respect of services related to an administrative penalty imposed under section 30.2 of the Act, but any such fee or charge shall not be included in the amount of the administrative penalty and may be collected at the time that the related service is provided.

PART IV COMMENCEMENT

Commencement

17. This Regulation comes into force on the latest of the following days:

1. January 1, 2026.
2. The day section 1 of Schedule 10 to the *Enhancing Access to Justice Act, 2024* comes into force.
3. The day this Regulation is filed.

SCHEDULE 1 PROVISIONS OF FIRE CODE THAT ARE SUBJECT TO ADMINISTRATIVE PENALTY

Division B provisions subject to administrative penalty

1. The following provisions of Division B of the fire code are subject to an administrative penalty:

1. Article 1.1.1.1.
2. Sentence 1.1.1.2.(3).
3. Sentence 1.1.2.1.(1).
4. Sentence 1.1.2.1.(2).
5. Sentence 1.1.2.1.(3).
6. Sentence 1.1.2.1.(4).
7. Clause 1.1.2.2.(1)(a).
8. Clause 1.1.2.2.(1)(b).
9. Sentence 1.1.2.2.(2).
10. Sentence 2.1.3.5.(7).
11. Sentence 2.1.3.5.(8).
12. Clause 2.2.3.2.(1)(a).

13. Clause 2.2.3.2.(1)(b).
14. Clause 2.2.3.2.(1)(c).
15. Clause 2.2.3.2.(1)(d).
16. Article 2.2.3.3.
17. Sentence 2.2.3.4.(1).
18. Sentence 2.2.3.4.(5).
19. Clause 2.4.1.4.(1)(a).
20. Clause 2.4.1.4.(1)(b).
21. Article 2.4.1.5.
22. Sentence 2.4.3.1.(2).
23. Article 2.4.3.2.
24. Sentence 2.4.4.1.(2).
25. Sentence 2.4.4.1.(3).
26. Article 2.4.4.3.
27. Sentence 2.4.4.4.(1).
28. Sentence 2.5.1.2.(1).
29. Sentence 2.5.1.2.(2).
30. Article 2.5.1.3.
31. Article 2.5.1.4.
32. Clause 2.6.1.4.(2)(a).
33. Clause 2.6.1.4.(2)(b).
34. Article 2.6.1.5.
35. Sentence 2.6.1.8.(1).
36. Article 2.6.1.9.
37. Clause 2.6.1.10.(1)(a).
38. Clause 2.6.1.10.(1)(b).
39. Clause 2.6.1.10.(1)(c).
40. Sentence 2.6.1.14.(1).
41. Sentence 2.6.1.14.(2).
42. Sentence 2.6.3.3.(2).
43. Article 2.6.4.1.
44. Article 2.6.4.2.
45. Sentence 2.7.1.5.(1).
46. Sentence 2.7.1.5.(2).
47. Sentence 2.7.1.7.(1).
48. Sentence 2.7.1.7.(2).
49. Sentence 2.7.1.8.(1).
50. Sentence 2.7.1.8.(2).
51. Sentence 2.7.1.9.(1).
52. Sentence 2.7.1.9.(5).
53. Sentence 2.7.2.2.(4).
54. Sentence 2.7.2.2.(5).
55. Clause 2.7.2.2.(6)(b).

56. Sentence 2.7.2.3.(2).
57. Sentence 2.7.2.3.(3).
58. Sentence 2.7.2.3.(4).
59. Article 2.7.2.4.
60. Article 2.7.3.1.
61. Sentence 2.7.3.2.(1).
62. Clause 2.7.3.3.(3)(a).
63. Clause 2.7.3.3.(3)(b).
64. Sentence 2.7.3.3.(4).
65. Sentence 2.7.4.1.(2).
66. Sentence 2.8.1.2.(1).
67. Clause 2.8.1.3.(1)(a).
68. Clause 2.8.1.3.(1)(b).
69. Article 2.8.1.4.
70. Sentence 2.8.2.1.(1).
71. Sentence 2.8.2.1.(3).
72. Sentence 2.8.2.1.(4).
73. Sentence 2.8.2.1.(6).
74. Sentence 2.8.2.1.(7).
75. Sentence 2.8.2.1.(8).
76. Article 2.8.2.4.
77. Sentence 2.8.2.8.(1).
78. Clause 2.8.2.8.(2)(a).
79. Clause 2.8.2.8.(2)(b).
80. Sentence 2.8.2.8.(3).
81. Sentence 2.8.3.2.(1).
82. Sentence 2.8.3.2.(2).
83. Clause 2.8.3.2.(3)(a).
84. Clause 2.8.3.2.(3)(b).
85. Clause 2.8.3.2.(3)(c).
86. Clause 2.8.3.2.(4)(a).
87. Clause 2.8.3.2.(4)(b).
88. Clause 2.8.3.2.(4)(c).
89. Sentence 2.8.3.2.(5).
90. Sentence 2.8.3.2.(6).
91. Sentence 2.8.3.2.(7).
92. Article 2.8.3.3.
93. Sentence 2.8.3.4.(1).
94. Sentence 2.8.3.4.(2).
95. Article 2.8.3.5.
96. Sentence 2.9.3.1.(1).
97. Article 2.10.2.1.
98. Article 2.10.2.2.

99. Article 2.12.1.5.
100. Article 2.12.1.7.
101. Clause 2.13.2.1.(1)(a).
102. Clause 2.13.2.1.(1)(b).
103. Clause 2.13.2.1.(1)(c).
104. Clause 2.13.2.1.(1)(d).
105. Sentence 2.13.2.1.(2).
106. Sentence 2.14.1.2.(2).
107. Sentence 2.14.1.5.(2).
108. Clause 2.16.2.1.(1)(a).
109. Clause 2.16.2.1.(1)(b).
110. Clause 2.16.2.1.(2)(a).
111. Clause 2.16.2.1.(2)(b).
112. Clause 2.16.2.1.(2)(c).
113. Clause 2.16.2.1.(2)(d).
114. Clause 2.16.2.1.(3)(a).
115. Clause 2.16.2.1.(3)(b).
116. Clause 2.16.2.1.(3)(c).
117. Clause 2.16.2.1.(4)(a).
118. Clause 2.16.2.1.(4)(b).
119. Clause 2.16.2.1.(4)(c).
120. Clause 2.16.2.1.(4)(d).
121. Sentence 2.16.2.1.(5).
122. Sentence 2.16.2.1.(8).
123. Sentence 2.17.2.1.(1).
124. Sentence 2.17.2.1.(2).
125. Sentence 2.17.2.1.(3).
126. Sentence 2.17.2.1.(4).
127. Sentence 2.17.2.1.(5).
128. Sentence 3.2.1.3.(2).
129. Sentence 3.2.7.4.(1).
130. Sentence 3.3.1.3.(3).
131. Sentence 3.3.1.3.(4).
132. Sentence 3.3.1.5.(2).
133. Sentence 3.3.1.7.(1).
134. Clause 3.3.1.7.(2)(g).
135. Sentence 3.3.1.8.(5).
136. Sentence 3.3.1.8.(6).
137. Article 3.3.1.11.
138. Article 3.3.2.6.
139. Article 3.3.2.7.
140. Sentence 3.3.2.13.(2).
141. Article 3.3.2.23.

142. Sentence 3.3.2.24.(3).
143. Article 3.3.3.3.
144. Sentence 3.3.3.4.(1).
145. Sentence 3.3.3.4.(2).
146. Article 3.3.3.11.
147. Sentence 3.4.2.1.(4).
148. Sentence 3.4.2.2.(2).
149. Article 3.5.1.1.
150. Article 3.5.1.2.
151. Article 3.5.1.3.
152. Article 3.5.1.10.
153. Article 3.5.2.3.
154. Sentence 3.5.2.4.(1).
155. Clause 3.5.2.4.(2)(a).
156. Clause 3.5.2.4.(2)(b).
157. Sentence 3.5.2.4.(3).
158. Clause 5.5.5.7.(1)(a).
159. Sentence 5.12.11.4.(2).
160. Sentence 5.14.5.3.(2).
161. Article 5.14.9.2.
162. Sentence 5.16.2.7.(2).
163. Article 6.2.1.5.
164. Article 6.2.4.4.
165. Sentence 6.2.7.4.(1).
166. Article 6.2.7.5.
167. Sentence 6.2.7.9.(1).
168. Article 6.3.1.1.
169. Clause 6.3.2.2.(4)(a).
170. Clause 6.3.2.2.(4)(b).
171. Sentence 6.3.2.2.(5).
172. Sentence 6.3.2.6.(3).
173. Sentence 6.3.2.6.(4).
174. Sentence 6.3.2.6.(5).
175. Sentence 6.3.2.6.(6).
176. Sentence 6.3.3.3.(1).
177. Sentence 6.3.3.3.(2).
178. Article 6.3.3.4.
179. Article 6.3.3.6.
180. Sentence 6.3.4.3.(1).
181. Sentence 6.3.4.3.(2).
182. Article 6.3.4.4.
183. Article 6.3.4.6.
184. Article 6.4.2.2.

185. Article 6.4.2.3.
186. Sentence 6.4.2.6.(1).
187. Sentence 6.4.2.6.(2).
188. Sentence 6.4.3.7.(1).
189. Clause 6.4.3.7.(3)(a).
190. Clause 6.4.3.7.(3)(b).
191. Clause 6.4.3.7.(3)(c).
192. Clause 6.4.3.7.(3)(d).
193. Clause 6.4.3.7.(3)(e).
194. Clause 6.4.3.7.(3)(f).
195. Clause 6.4.3.7.(3)(g).
196. Clause 6.4.3.7.(3)(h).
197. Sentence 6.4.3.7.(4).
198. Sentence 6.5.1.8.(1).
199. Sentence 6.5.1.8.(2).
200. Article 6.5.2.1.
201. Sentence 6.5.2.2.(1).
202. Sentence 6.5.2.2.(2).
203. Article 6.5.5.1.
204. Article 6.5.6.2.
205. Article 6.6.2.10.
206. Article 6.6.4.2.
207. Article 6.6.4.3.
208. Article 6.6.5.7.
209. Article 6.6.5.8.
210. Clause 6.7.1.6.(2)(a).
211. Clause 6.7.1.6.(2)(b).
212. Article 6.8.2.2.
213. Article 6.8.2.4.
214. Article 6.8.2.5.
215. Sentence 6.10.1.1.(3).
216. Sentence 6.10.1.2.(1).
217. Sentence 7.2.5.1.(4).
218. Sentence 7.2.5.1.(5).
219. Sentence 7.2.5.1.(6).
220. Sentence 7.2.5.1.(7).
221. Sentence 8.1.2.2.(5).
222. Sentence 8.1.2.7.(1).
223. Clause 8.1.2.8.(2)(a).
224. Clause 8.1.2.8.(2)(b).
225. Clause 8.1.2.8.(2)(c).
226. Clause 8.1.2.8.(2)(d).
227. Clause 8.1.2.8.(2)(e).

228. Clause 8.1.2.8.(2)(f).
229. Clause 8.1.2.8.(2)(g).
230. Clause 8.1.2.8.(3)(a).
231. Clause 8.1.2.8.(3)(b).
232. Article 9.1.4.8.
233. Article 9.2.3.14.
234. Clause 9.3.3.10.(2)(a).
235. Clause 9.3.3.10.(2)(b).
236. Clause 9.3.3.10.(2)(c).
237. Sentence 9.3.4.5.(1).
238. Sentence 9.3.4.5.(2).
239. Sentence 9.3.5.1.(1).
240. Sentence 9.3.5.1.(2).
241. Article 9.4.2.9.
242. Sentence 9.5.2.4.(3).
243. Sentence 9.5.3.3.(3).
244. Clause 9.5.3.5.(1)(a).
245. Clause 9.5.3.5.(1)(b).
246. Clause 9.5.3.5.(1)(c).
247. Clause 9.5.3.5.(3)(a).
248. Clause 9.5.3.5.(3)(b).
249. Clause 9.5.3.5.(3)(c).
250. Clause 9.5.3.5.(3)(d).
251. Sentence 9.7.4.3.(1).
252. Sentence 9.8.4.2.(4).
253. Sentence 9.8.6.1.(2).
254. Sentence 9.8.6.1.(3).
255. Sentence 9.9.1.2.(1).
256. Sentence 9.9.3.10.(3).
257. Sentence 9.9.4.13.(1).

Division C Provisions Subject to Administrative Penalty

2. The following provisions of Division C of the fire code are subject to an administrative penalty:

1. Clause 1.2.1.2.(1)(a).
2. Clause 1.2.1.2.(1)(b).
3. Sentence 1.2.1.2.(3).
4. Sentence 1.2.1.3.(2).
5. Clause 1.2.2.2.(1)(a).
6. Clause 1.2.2.2.(1)(b).
7. Sentence 1.2.2.2.(3).
8. Sentence 1.2.2.3.(2).
9. Clause 1.2.3.2.(1)(a).
10. Clause 1.2.3.2.(1)(b).

11. Clause 1.2.3.3.(1)(a).
12. Clause 1.2.3.3.(1)(b).

THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF MCMURRICH/MONTEITH
BY-LAW #16-2026

Mar 17
2026
10.3

**Being a By-law to Regulate and Prescribe for Open Air Fires Within
the Township of McMurrich/Monteith (Open Air Burning By-law)**

WHEREAS pursuant to section 7.1 of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c. 4, as amended, a Council of a municipality may pass by-laws to regulate the setting of open-air fires, including establishing the times during which open air fires may be set;

AND WHEREAS pursuant to section 128 of the *Municipal Act, 2001*, c.25, s. 128 (1), as amended, permits a local municipality to prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances;

AND WHEREAS: pursuant to Part XII, section 391 of the *Municipal Act, 2001*, S.O. 2001, c. 25 without limiting sections 9, 10 and 11, those sections authorize a municipality to impose fees or charges on persons:

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) for the use of its property including property under its control. 2006, c. 32, Sched. A, s. 163 (1).

AND WHEREAS: pursuant to Part XIV, section 429, subject to subsection (4), of the *Municipal Act, 2001*, S.O. 2001, c. 25, a municipality may establish a system of fines for offences under a by-law of the municipality passed under this Act. 2006, c. 32, Sched. A, s. 184;

AND WHEREAS Section 434.1 (1) of the *Municipal Act*, S.O. 2001, c.25, as amended, a municipality may require a person to pay an administrative penalty for failing to comply with a By-Law of the municipality passed under this Act;

AND WHEREAS: pursuant to Part XIV, section 446, (1) if a municipality has the authority under this or any other Act or under a by-law under this or any other Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense. 2006, c. 32, Sched. A, s. 184;

(1) For the purposes of subsection (1), the municipality may enter upon land at any reasonable time. 2006, c. 32, Sched. A, s. 184.

(2) The municipality may recover the costs of doing a matter or thing under subsection (1) from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes. 2006, c. 32, Sched. A, s. 184.

AND WHEREAS the Council of the Municipal Corporation of the Township of McMurrich/Monteith deems it expedient to regulate the setting of open fires, including establishing the times during which open air fires may be set;

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

PART 1 - DEFINITIONS

In this By-law:

“By-Law Enforcement Officer” means the Township's By-Law Enforcement Officer and/or his or her designate, and includes any other employee of the Municipality designated by Council to carry out duties specified in this By-law;

“Cooking and Warmth” means a campfire for the purposes of cooking or warmth when no other means are available;

“Chief Fire Official” means the Fire Chief and/or his or her designate;

“Council” means the Council for the Municipal Corporation of the Township of McMurrich/Monteith;

“Designate” means any member of the McMurrich/Monteith Fire Department, Fire Chief, Deputy Fire Chief, Fire Prevention Officer, Captain or Firefighter;

“Dwelling Unit” means a building, structure or suite operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities;

“Extinguish” means to completely put out the fire, and the materials be cool to the touch;

“Extreme” (red on fire danger rating) means total fire ban, absolutely no burning of any kind. Fireworks prohibited;

“Fire Ban” means a period of time designated by the Chief Fire Official or their designate, where a total prohibition on all Open-Air Burning is in place. No burning or fireworks allowed at any time;

“Fire Danger Rating” are the four categories (low, moderate, high, extreme) of risk for forest/wildland fires. It is determined using the Fire Weather Index (FWI), an internationally used method for determining the risk of fires in open air. It uses factors such as the relative humidity, temperature, previous 24-hour rain amount, wind directions and wind speed in combination with the forest fuel type and loads;

“Fire Department” means the McMurrich/Monteith Fire Department;

“Fire Prevention and Preparedness Plan” A plan consisting of such thing as; fire education, safe locations for fire pits, construction of fire pits, equipment on site to control/prevent the spread of fires and campground map.

“Fire Site/Pit” means a fire burn area specifically designed for an open air fire for both recreational fires and non-recreational fires;

“Fireworks” means consumer or commercial grade devices that explode or burn to produce visual or sound effects;

“Flying Lanterns” means a small hot air balloon or other device designed to carry an open flame as an airborne light, also known as sky lanterns, Chinese lanterns, wish lanterns, sky candle or fire balloon;

“Hazardous Materials” includes, but is not limited to, materials with properties such as flammability, corrosiveness, inherent toxicity or is hazardous to human health or the environment;

“High” (orange on the fire danger rating) means no daytime burning is allowed except for, a campfire for cooking and warmth where no other means are available. Recreational only and are permitted after 6:00pm and shall be totally extinguished no later 10:00am;

“Moderate” (yellow on fire danger rating) means no daytime burning is allowed except for, a campfire for cooking and warmth where no other means are available. All other fires shall be set after 6:00pm and shall be totally extinguished no later 10:00am;

“Low” (green on fire danger rating) means daytime burning allowed in compliance of this By-law;

“Non-Recreational Open-Air Burning” or **“Non-Recreational Open-Air Burn”** means any open air burning that exceeds the definition of a Recreational Open-air Burn or

burning and must not exceed two and a half (2.5) meters (10 ft.) in diameter and two and a half (2.5) meters (6.5ft.) in height.

“Noxious Material” includes, but is not limited to, petroleum products, tires, plastics, rubber products, drywall, construction waste (except clean wood products), tar, asphalt products, pressure-treated wood, creosote-treated wood, painted wood, and includes Hazardous Materials;

“Open Air Burning” or **“Open Air Burn”** means the burning of any material outside of a building, including but without limiting the generality of the foregoing, wood, cardboard, brush or yard waste, where the flame is not wholly contained and is, thereby, open to the air and includes both Recreational and Non-Recreational Burns;

“Owner” means the registered owner of the land on which open air burning occurs, and includes a trustee acting on behalf of the registered owner, the estate of the registered owner, and a person with a leasehold interest in the land;

“Recreational Open-Air Burning” or **“Recreational Open-Air Burn” (campfire)** means a small, controlled and contained fire for the purpose of cooking, warmth, or personal enjoyment. In an area no larger than two (2) feet (61 cm) contained in a noncombustible ring;

“Municipality” means the Municipal Corporation of the Township of McMurrich/Monteith;

“Yard Waste” includes but is not limited to, grass, leaves, trees, brush trimmings, spent flowers, garden plants, weeds, pine needles, hay, straw, and sawdust.

PART 2 – GENERAL PROHIBITIONS

2.1 No person and/or owner shall set or permit an open-air fire in the Municipality between the hours of 10:00am and 6:00pm from April 1st to October 31st (subject to fire danger rating) except for cooking and warmth as permitted and under Part 3 of this By-law.

2.2 No person and/or owner shall set or permit an open-air fire in the Municipality at any other time except as permitted under Parts 3, 4 and 5 of this By-law.

2.3 No person and/or owner shall set or permit an open-air fire in the Municipality during a Total Fire Ban. Notwithstanding the exceptions set out in Parts 3, 4, and 5 of this By-law, the Chief Fire Official may declare a total ban against open air fires when atmospheric conditions or local circumstances make such fires hazardous. Bans against open air fire shall be advertised through the Municipality website and Facebook page and fire danger rating signs throughout the fire service area.

2.4 No person and/or owner in the Municipality shall set or permit a flying lantern or any other device designed to carry an open flame as an airborne light, also known as sky lanterns, Chinese lanterns, wish lanterns, sky candles or fire balloon.

PART 3 – GENERAL EXEMPTIONS

3.1 Barbeques used to cook shall be exempt from this By-law provided the following conditions are followed:

- a) the barbeques shall be supervised at all times
- b) the barbeques shall be place on non-flammable material; and
- c) the fuel is a commercially produced charcoal, briquette, or a flammable liquid commercially produced for the purpose of cooking, such as natural gas and propane gas.

3.2 Gas-fired Outdoor Devices (ULC or CSA certified) used for warmth or cooking shall be exempt from this By-law, provided such appliance is safe to operate and that it is not operated in such manner as to create a fire hazard and following manufacturers recommendations.

3.3 With written approval from the Chief Fire Official, this By-law shall not apply to fires set, started, or maintained in the course of activities undertaken by or on behalf of the Municipality by an employee or agent of the Municipality.

3.4 The Fire Department shall be exempt from the provisions of this by-law with respect to open-air fires set or permitted for the purpose of educating and training individuals.

3.5 Recreational Open-air burns during the day for the sole purpose of cooking and warmth when no other means are available.

3.6 Any Campground not able to meet the requirements of this bylaw may create and present the Chief Fire Official or Designate a Fire Prevention and Preparedness Plan for open-air burning.

PART 4 – APPROVAL

4.1 Approval under this Part is required for burning during prohibited times.

4.2 Notwithstanding any other provisions of this By-law, the Chief Fire Official may approve any open-air fire subject to the fire being adequately supervised, having an effective extinguishing agent or device of sufficient size and with the capability of extinguishing the fire immediately available, and any special conditions the Chief Fire Official may direct.

4.3 The Chief Fire Official or designate may withdraw permission for and/or stop an open-air burn at any time if, in his or her opinion;

- a) the fire presents a fire hazard; or
- b) smoke produced by the fire is causing visibility concerns on roads in the area of the burn; or
- c) the weather has deteriorated and has become unfavorable for an open-air fire;

or

- d) conditions attached to the granting of permission are not being adhered to; or
- e) this by-law is being contravened.

4.4 Upon the notification of the withdrawal of permission by the Chief Fire Official or designate, the person and/or the owner shall immediately extinguish the fire. If the person and/or the owner fails to immediately extinguish the fire upon such notification, the Chief Fire Official or designate may take action to have the fire extinguished, and the person and/or the owner may be held liable for any and all costs incurred by the Fire Department to extinguish the fire. Where applicable, such costs shall be calculated in accordance with the current fee by-law of the administering Municipality. In addition to the fire department costs, fines can also be laid against the owner or any person setting the fire.

PART 5 – RECREATIONAL OPEN-AIR FIRE (campfires)

5.1 Every person and/or owner, conducting, or permitting a recreational open-air burn shall abide by the Fire Danger Rating as defined.

5.2 Every owner shall ensure that all recreational open air burning on their land complies with this By-law.

5.3 No person setting or permitting a recreational open-air fire shall burn materials other than commercially produced charcoal, briquettes or clean, dry, seasoned wood.

5.4 No person shall set or permit any recreational open-air fire in which any hazardous or noxious materials, kitchen garbage, household waste, construction materials, or materials made of/ or containing rubber, plastics, treated wood or tar are burned.

5.5 Every person setting or permitting a recreational open-air fire shall confine the fire to either an open-air fire device or to a fire pit with a burn area no larger than two (2) feet (61 cm) by two (2) feet (61 cm) or 8 cubic feet (0.26 cubic meters) in size.

5.6 No person setting or permitting a recreational open-air fire shall burn wood having a dimension greater than the size of the open-air fire device or burn pit. All such fires shall be totally confined within the open fire device or fire pit or site at all times.

5.7 Every person setting or permitting a recreational open-air fire shall confine the fire to a location that provides for a minimum distance of 4.6 meters (15 feet) from any building or structure, combustible materials, overhead wires, or roadway.

5.8 Every person setting or permitting a recreational open-air fire shall confine the fire pit or site to a location that provides for a minimum distance of 4.6 meters (15 feet) in all directions from adjacent properties.

5.9 Every person setting or permitting a recreational open-air fire shall take all reasonable steps to ensure that adjacent properties and individuals are protected from any fire hazard and are not adversely affected by the products of combustion (size of fire and smoke).

5.10 Every person setting or permitting a recreational open-air fire shall ensure the fire site is attended, controlled, and supervised at all times by a competent person and that the fire is completely extinguished before the fire site is vacated.

5.11 Every person setting or permitting a recreational open-air fire shall have immediately available for use an effective extinguishing agent or device of sufficient size and with the capability of extinguishing the fire.

5.12 Every person setting or permitting a recreational open-air fire shall take any other precautions as may be reasonably necessary to prevent the fire from getting beyond control, causing damage, or becoming a danger to life and/or property. Adequate water, shovels, rakes or any other machinery that can assist in containing a fire, should it get beyond its origin, shall be immediately available.

5.13 No person shall set or permit a recreational open-air fire when the wind speed exceeds 20 kilometers per hour, or at times when a smog alert for any area of the Municipality has been declared by the Ministry of the Environment for Ontario.

5.14 No person shall set or permit a fire in open air if the Chief Fire Official or the Ministry of Natural Resources has declared a Fire ban or Restricted Fire Zone due to atmospheric conditions or local circumstances make such fires hazardous.

5.15 If the Fire Department attends a recreational open-air fire in response to public safety concerns due to fire hazard, whether in response to a complaint or otherwise, the Chief Fire Official or Designate has the discretion to order the fire extinguished and/or brought into compliance with this By-law and this order shall be final. Any person and/or owner setting or permitting such fire shall comply with the order of the Chief Fire Official. If the person and/or the owner fails to comply as directed, the Chief Fire Official may take action to have the fire extinguished or otherwise brought into compliance, and that person and/or the owner may be held liable for any and all costs incurred by the Fire Department to extinguish the fire or bring it into compliance. Where applicable, such costs shall be calculated in accordance with the Fees and Charges By-law. In addition to the fire department costs, fines can also be laid against the owner or any person setting the fire.

6.0 Non-Recreational Open-Air Burning

6.1 Every person and/or owner, conducting, or permitting a non-recreational open-air burn shall abide by the Fire Danger Rating as defined.

6.2 Every owner shall ensure that all non-recreational open air burning on their land complies with this By-law.

6.3 Every person and/or owner setting, conducting, or permitting a non-recreational open-air burn shall burn only clean, dry seasoned wood or yard waste as defined in the By-law.

6.4 No person and/or owner shall set, conduct, or permit any non-recreational open-air burn in which kitchen garbage, construction materials or materials made of or containing rubber, plastic, or tar, hazardous materials, or noxious materials are burned.

6.5 No person and/or owner shall set, conduct, or permit a non-recreational open-air burn if burn pile is greater than two and a half (2.5) meters (10 ft.) in diameter and two and a half (2.5) meters (6.5ft.) in height.

6.6 Every person and/or owner setting, conducting, or permitting a non-recreational open-air burn shall confine the fire to a location that provides for a minimum distance of fifteen (15) meters (50 ft) from any building or structure, combustible materials, overhead wires, or roadway.

6.7 Every person and/or owner setting or permitting a non-recreational open-air fire shall confine the fire pit or site to a location that provides for a minimum distance of fifteen (15) meters (50 ft) in all directions from adjacent properties.

6.8 Every person and/or owner setting, conducting, or permitting a non-recreational open-air burn shall take all reasonable steps to ensure that adjacent properties and individuals are protected from any fire hazard and are not adversely affected by the products of combustion (size of fire and smoke).

6.9 Every person and/or owner setting or permitting a non-recreational open-air fire shall ensure the fire site is attended, controlled, and supervised at all times by a competent person and that the fire is completely extinguished before the fire site is vacated.

6.10 Every person and/or owner setting or permitting a non-recreational open-air fire shall have immediately available for use an effective extinguishing agent or device of sufficient size and with the capability of extinguishing the fire.

6.11 Every person and/or owner setting or permitting a non-recreational open-air fire shall take any other precautions as may be reasonably necessary to prevent the fire from getting beyond control, causing damage, or becoming a danger to life and/or property. Adequate water, shovels, rakes or any other machinery that can assist in containing a fire, should it get beyond its origin, shall be immediately available.

6.12 No person and/or owner shall set or permit a non-recreational open-air fire when the wind speed exceeds 20 kilometers per hour, or at times when a smog alert for any area of the Municipality has been declared by the Ministry of the Environment for Ontario.

6.13 No person and/or owner shall set or permit a fire in open air if the Chief Fire Official or the Ministry of Natural Resources has declared a total fire ban due to atmospheric conditions or local circumstances make such fires hazardous.

6.14 If the Fire Department attends at a non-recreational open-air fire to respond to public safety concerns due to fire hazard, whether in response to a complaint or otherwise, the Chief Fire Official or Designate has the discretion to order the fire extinguished and/or brought into compliance with this By-law and this order shall be final. Any person and/or owner setting or permitting such fire shall comply with the order of the Chief Fire Official. If the person and/or the owner fails to comply as directed, the Chief Fire Official may take action to have the fire extinguished or otherwise brought into compliance, and that person and/or the owner may be held liable for any and all costs incurred by the Fire Department to extinguish the fire or bring it into compliance. Where applicable, such costs shall be calculated in accordance with the Fees and Charges By-law. In addition to the fire department costs, fines can also be laid against the owner or any person setting the fire.

PART 7 – RESPONSE TO COMPLAINTS

7.1 The Chief Fire Official, designate, or By-Law Enforcement Officer may give an owner or a person setting or permitting an open-air fire a verbal notice of remedy and require immediate action or other means of remediation, where in the sole discretion of either there is an immediate risk to public health or safety.

7.2 When the Fire Department is dispatched to a fire due to a fire hazard created by an open-air fire, whether upon a complaint or notification of a prohibited open-air fire not authorized under this By-law or otherwise, the Chief Fire Official or designate can order the owner or person setting or permitting the fire to immediately extinguish the fire.

7.3 Any owner or person setting or permitting an open-air fire shall extinguish the fire when ordered to do so by the Chief Fire Official or designate. If such owner or person fails to immediately extinguish the fire upon such notification, the Chief Fire Official or designate may take action to have the fire extinguished, and the owner and/or the person setting or permitting the fire may be held liable for any and all costs incurred by the Fire

Department to extinguish the fire. Where applicable, such costs shall be calculated in accordance with the Fire Fees By-law. In addition to the fire department costs, fines can also be laid against the permit holder, owner or any person setting the fire.

PART 8 – RIGHT OF ENTRY

8.1 The Chief Fire Official, designate or By-Law Enforcement Officer may enter upon lands or into structures at any reasonable time to inspect the land to determine whether an open-air fire is being set or permitted in accordance with this By-law.

8.2 The Chief Fire Official, designate or By-Law Enforcement Officer may enter upon lands or into structures at any reasonable time to inspect barbecues, fire pits/sites, or open-air fire devices that are being used or can be used for open air fire to determine whether such things are in compliance with this By-law.

8.3 The Chief Fire Official, designate or By-Law Enforcement Officer may enter upon lands or into structures at any reasonable time to direct or require that a matter or thing be done, and in default of that matter or thing being done, to do such matter or thing in accordance with this By-law.

8.4 A person exercising a power of entry on behalf of the Municipality under this By-law may be accompanied by any person under his or her direction.

8.5 A person exercising a power of entry on behalf of the Municipality under this By-law must, on request, display or produce proper identification.

PART 9 - REMEDIATION

9.1 The Chief Fire Official, designate, or By-law Enforcement Officer is authorized to order any person to extinguish any fire or to cause such a fire to be extinguished when there is a breach of any of the provisions of this By-law or where, in his or her sole discretion, there is a danger of such fire spreading or otherwise endangering life or property and the owner or person setting the fire shall comply with any such order.

9.2 Where an owner is in default of doing any matter or thing directed or required to be done under this By-law, The Chief Fire Official, designate or By-law Enforcement Officer may direct such matter or thing to be done at the owner's expense.

9.3 The Municipality may recover the remedial action costs incurred by action, or by adding them to the tax roll and collecting them in the same manner as taxes in accordance with section 446 of the *Municipal Act*.

9.4 Prior to recovering remedial costs under section 8.3, the Municipality may invoice owners requesting voluntary payment of those remedial costs.

PART 10 – OFFENCES AND PENALTIES

10.1 Every person and/or owner who contravenes any of the provisions of this By-law is guilty of an offence and is subject to the set fines and/or administrative monetary penalties.

Every person who violates any provision of this By-law or causes or permits a violation shall be guilty of an offence and may be subject to fees under the Administrative Monetary Penalties By-law and/or fined as per the current Fees and Charges By-law.

10.2 Every person and/or owner who is convicted of an offence under this By-law shall be subject to a fine of not more than Five Thousand Dollars (\$5,000.00) for each offence. Such fines shall be recoverable under the Provincial Offences Act, R.S.O. 1990, c. P.22, as amended.

10.3 The provisions of this By-law may be enforced pursuant to the provisions of the Provincial Offences Act, R.S.O. 1990, c. P.33 as amended, and where any provision of this By-law is contravened and a conviction entered, in addition to any other remedy and to any other penalty the person convicted may also be prohibited from continuing or repeating the offence in accordance with the provisions of section 442 of the Municipal Act.

PART 11 – OBSTRUCTION

11.1 No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this By-law.

11.2 Any person who has been alleged to have contravened any of the provisions of this By-law, shall identify themselves to the Chief Fire Official, designate or By-Law Enforcement Officer upon request, failure to do so shall be deemed to have obstructed or hindered the Chief Fire Official, designate or By-Law Enforcement Officer in the execution of his/her duties.

PART 12 – MUNICIPALITY NOT LIABLE

12.1 The Municipality assumes no liability for property damage or personal injury resulting from remedial action or remedial work undertaken with respect to any person or property that is subject of this By-law.

PART 13 – VALIDITY AND SEVERABILITY

13.1 Should any section, subsection, clause, paragraph, or provision of this bylaw be declared by a Court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity of the enforceability of any other provision of this By-law, or of the By-law as a whole.

PART 14 – SEPARATE OFFENCE

14.1 For the purpose of this by-law, each event, complaint, or call shall be deemed to be a separate offence.

PART 15 – SHORT TITLE

15.1 The short title of this by-law is the “Open Air Burning By-law”.

PART 16 - REPEALED

16.1 By-law #08-2023 is hereby repealed.

PART 17 - FORCE AND EFFECT

17.1 This By-law comes into effect on the date of its passing.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this XX day of XXXX, 2026.

Glynn Robinson, Mayor

Cheryl Marshall, Clerk

	Report to Council
To	Mayor and Council
From	Fire Chief: Ryan McFarland
Date of Meeting	March.17 2026.
Report Title	Revised open air burning by-law.

Fire Rating

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

General Information

Purpose:

The purpose of the report is to inform council of the completion of the newly developed open air burning by law and to recommend its adoption to improve fire safety, provide clearer regulations for residents, and ensure consistent enforcement across the municipality's.

Background:

Open air burning is a common activity within rural municipalities; however, without clear regulations it can pose significant risks to life, property and the environment. Previous regulations regarding open air burning were either outdated or lacked sufficient clarity for residents and enforcement personnel.

The municipality utilizes a burn permit program intended to track and regulate open air burning activities. Over time it has been identified that the burn permit system provides limited operational benefit and does not necessarily improve compliance or fire safety.

In response, I, along with neighboring departments conducted a review of existing municipal policies, provincial legislation, and best practices used by comparable municipalities. The objective was to develop a comprehensive by-law that improves public safety while simplifying the process for residents and reducing unnecessary administrative requirements.

Development of the By-law:

The new open air burning by-law was developed through a review process that included:

- Evaluating current burning practices within the municipality.
- Reviewing provincial fire code requirements and guidance.
- Examining open air burning by-laws from other Ontario municipalities.
- Identifying common fire hazards and enforcement challenges.
- Consulting internally with municipal administration and fire department personnel.

The resulting by-law establishes clear requirements and restrictions regarding open air burning activities while modernizing the municipality's approach to regulating these activities.

Removal of the burn permit program:

As part of the review process, the fire department evaluated the effectiveness of the existing burn permit program. It was determined that the permit system does not significantly enhance safety or reduce the likelihood of uncontrolled fires.

Burn permits are often obtained well in advance of when the burning actually occurs and does not provide real time monitoring of fire conditions such as weather, wind or fire hazard levels. Additionally, the administrative burden associated with issuing and tracking permits does not provide measurable operational benefits.

Instead, the new by-law focuses on clearly defined safety requirements and restrictions that apply to all open-air burning activities. This approach places responsibility on the individual conducting the burn to comply with established safety rules, while providing the fire department with the authority to restrict or prohibit burning during unsafe conditions.

Eliminating the burn permit program will also simplify the process for residents while allowing the fire department to focus on public education, enforcement, and response when required.

Key provisions of the By-law:

The proposed by-law introduces several important provisions designed to improve safety and accountability, including:

- A clear definition of permitted and prohibited burning activities.
- Restrictions on burning during high fire hazard conditions.
- Minimum setback distances from structures, property lines and combustible materials.
- Prohibited materials such as garbage, plastics, treated wood, and hazardous materials.
- Requirements for constant supervision of open fires.
- Requirements for adequate extinguishment equipment on site.
- Authority for the fire department to suspend or prohibit burning during unsafe conditions.
- Enforcement provisions and penalties for non-compliance.

These provisions are intended to reduce the likelihood of uncontrolled fires while providing residents with clear expectations.

Benefits to the Municipality:

The implementation of this updated by-law will provide several benefits, including:

- Improved public and firefighter safety.
- Reduced risk of uncontrolled or nuisance fires.
- Clear and consistent regulations for residents.
- Elimination of administrative burden associated with burn permits.
- Enhanced enforcement capability for the fire department.
- Alignment with current fire safety best practices and neighboring Municipalities.

Implementation:

Upon adaptation by council, the fire department will implement the by-law through the following actions:

- Public education through the municipal website and social media platforms.
- Distribution of information outlining the new open air burning by-law.
- Training for fire department personnel on enforcement procedures.
- Ongoing monitoring and evaluation of the by-law's effectiveness.

Recommendation:

That council receive this report and approve the adaptation of the proposed Open Air Burning By-Law and the discontinuation of the municipal burn permit program.

Fire Chief: Ryan McFarland

Mar 17
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THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF McMURRICH/MONTEITH

BY-LAW #17-2026

Being a By-law to Provide for the Naming of Roads

WHEREAS Section 11 of the *Municipal Act*, RSO 2001 as amended sets out the spheres of jurisdiction and the table associated, Schedule A, thereto identifies highways as a non-exclusive sphere of jurisdiction for a lower tier or an upper tier municipality; and

WHEREAS municipal roads as set out in Section 26 of the Act are under the jurisdiction of a municipality; and

WHEREAS Section 27 and the Act provides the authority for a municipality to pass by-laws in respect of the highways within its jurisdiction; an

WHEREAS Section 48 of the Municipal Act, RSO 2001 as amended authorizes Councils of local municipalities to name or change the name of public highways and private roads within the municipality after giving notice of its intention to pass the by-law.

1. By-laws #08-1995, #11-2000, #29-2021 and #57-2025 are hereby repealed.
2. That this By-Law shall come into force and take effect immediately upon enactment thereof.

READ a first, second and third time, signed and the seal of the Corporation affixed hereto and finally passed this _____ day of _____, 2026.

Mayor
Glynn Robinson

Clerk/Treasurer
Cheryl Marshall

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP
OF McMURRICH/MONTEITH**

BY-LAW #17-2026

Being a By-law to Provide for the Naming of Roads

Schedule "A"

Column 1 – Road Description	Column 2 – Road Name
Municipal deviation road in area of Lot 8, Concession 10, NORTH from Highway #518 West through Lot 8, Concessions 10/11, to connect with Almaguin Drive according to PlanM370, Plan M375, and Plan M390	Almaguin Drive
Municipal road allowance between McMurrich/Monteith Township and Perry Township, SOUTH from Fern Glen Road to Municipal road allowance between Concession 5/4, WEST to Lot 2, Concession 4 at end of road.	Appleyard Road
Municipal deviation road at Lot 27, Concession 11, SOUTH from Highway 518W to municipal road allowance between Concession 10/11, WEST along this allowance to Municipal deviation road in area of Lot 30, Concession 10, SOUTH through Lot 30/31, Concession 10, to proceed SOUTH along Municipal road allowance between Lot 30/31, Concession 10/9, then WEST on Municipal deviation road through Lots 31/32/33 to McMurrich/Monteith boundary Municipal deviation road from McMurrich/Monteith boundary Concession 8, Lot 1 SOUTH WEST through Lots 1 / 2, Concession 7, Lots 2/3, Concession 6 SOUTH through Lot 4, Concession 5 and 4 to Concession 3 through Part Lot 4, WEST to Lot 6 SOUTH to Concession 2, WEST past Lots 6 to 10, Concession 2 road allowance to West Bear Lake Road, WEST past Lots 11 to 15, Concession 2 road allowance and following Municipal road allowance SOUTH between Lots 15/16, Concession 2 to lake	Axe Lake Road
Municipal road allowance between Lots 10/11 in area of Concession 14, NORTH from Stisted Road North, to boundary of McMurrich/Monteith Township and Ryerson Township, WEST along Municipal road allowance being the boundary of McMurrich/Monteith Township and Ryerson Township, across Lots 11 to 19 including Municipal deviation road in Lots 18/19, Concession 14, to proceed into Ryerson Township on the west side of Bartlett Lake Road	Bartlett Lake Road
Municipal deviation road EAST off Lakeview Road through Lot 8, Concession 9 to East Bear Lake Road private road	Bayside Drive
Municipal deviation road off Highway #518 West SOUTH in Lot 8, Concession 11 to lake	Beach Street
Municipal deviation road EAST off Almaguin Drive in Lot 7, Concession 11	Birch Court
Municipal deviation road starting in Lot 27, Concession 11, from Highway 518W, NORTH through Lot 27/26, Concession 12, Lot 26, Concession 13, along Municipal road allowance between Lot 25/ 26, Concession 13/14, to boundary with the Township of Ryerson; WEST along this boundary road allowance between Township of McMurrich/Monteith and Township of Ryerson to the WEST boundary of McMurrich/Monteith Township	Bordeau Road
Municipal deviation road NORTH off Lakeview Road through Lot 8, Concession 9 to end private road	Breezy Point Road

Municipal deviation road NORTH from Buckvale Drive on Plan 232 in Lot 12, Concession 3 to end of road at boundary of Lot 11, Concession 3	Buckvale Drive
Municipal deviation road on Lot 5, Concession 10 WEST from Star Lake Road to Municipal road allowance between Lot 5/6, in the area of Concession 10, then SOUTH to abandoned rail line known as Sequin Trail	Compass Lake Road
Municipal road allowance between Concessions 12/13, in area of Lot 14, EAST from Stisted Road North to end of road	Cowie Road
Municipal road allowance between Concession 10/11 at Lot 26, WEST from Highway 518W to the end of the road	Dailey Road
Municipal deviation road NORTH from Ravenscliffe Road (Huntsville) in Lot 12, Concession 1	Deerwood Drive
Municipal deviation road NORTH from Ravenscliffe Road (Huntsville) in Lots 8 and 9, Concession 1	Delaware Lane
Municipal deviation road WEST from Stisted Road South at Lot 16, Concession 8 through Lots 16 to 18, Concession 8, then WEST on Municipal road allowance between Concession 8/9, across Lots 18 to 25 to end of road	Eighth Avenue
Municipal deviation road SOUTH from Highway #518 West between Lots 5/6, Concession 10 to 9 WEST through Lots 6 to 8, Concession 9 SOUTH through Lot 8, Concession 8 SOUTH WEST through Lots 8/9, Concession 8 WEST through Lots 9/10, Concession 8 end of road	East Bear Lake Road
Municipal road allowance on Plan M390 shown as Almaguin Drive servicing Lots 43 to 50 of Plan M390	Farrell Court
Municipal deviation road at Lot 15, Concession 8, EAST from Stisted Road South across Lots 15 to 6 in Concession 8/7 to the Municipal allowance for road between Concession 7/6 at Lot 6, on East shore of Round Lake, then EAST along this Municipal road allowance to the boundary of McMurrich/Monteith Township and Perry Township	Fern Glen Road
Municipal deviation road at Lot 9, Concession 3, EAST from Selena Drive to Lot 5, Concession 3, then SOUTHEAST through Lots 4 to 2, Concession 2 to end of road at river named Fisher Creek	Fisher Creek Road
Municipal road allowance between Lots 15/16, Concessions 2, 3, and 4 (Monteith) from intersection of Axe Lake Road to lake	Found Forest Road
Municipal road allowance between Concession 4/5, WEST from Stisted Road South, from Lot 16 to Municipal road allowance between Lot 30/31	Fourth Avenue
Municipal road allowance known as George Street on Plan M4 in Lot 15, Concession 10, SOUTH from Highway #518 West to end of road	George Street
Municipal road allowance between Lot 5/6 in area of Concession 10/11, NORTH from Highway 518W to Doe Lake	Gordon Deans Trail
Municipal road allowance known as Henry Street on Plan M4 in Lot 15, Concession 10, EAST from Stisted Road South to end of street	Henry Street
Municipal road allowance described as Block 13, shown on Plan 42M685 part Lot 10, Concession 2	Hemlock Way
Municipal deviation road SOUTH on blind line between Lots 3/4, Concession 2 and part Concession 3 end of road	Holderny Road
Municipal deviation road at Lot 14, Concession 6 EAST from Stisted Road South to Buck River at Lot 13, Concession 6	Hunters Lane
Municipal road allowance NORTH between Lots 5/6, Concessions 7 to 9	Jimmy Jaque Road
Municipal deviation road NORTH off Highway #518 West through Lot 8, Concession 11 to end	John Street
Municipal road allowance between Lots 10/11, Concession 11, NORTH from Highway #518 West to north end of road at Lot 10, Concession 12	Kings Drive

Municipal deviation road WEST off East Bear Lake Road then SOUTH through Lot 8, Concession 9 to end	Lakeview Road
Condominium road, described as Road A and shown on draft plan of vacant lake condominium in part lots 16, 17, 18 and 19, Concession 4 (Monteith) (File S-03/14)	Lake Vision Avenue
Municipal road allowance between Lot 30/31 on Concession 5, NORTH from Fourth Avenue to area of Lambs Lake in Concession 6, including the Municipal deviation road in area of Lot 30/31, Concession 5/6	Lambs Lake Road
Municipal deviation road in Lot 11, Concession 10, SOUTH from Highway #518 West to Disposal Site	Landfill Road
Municipal deviation road, WEST from Stisted Road north through Lots 16 to 19, Concession 12 and Part Lots 19/20, Concession 12 to end of road	Little Falls Road
Municipal deviation road off West Bear Lake Road through Lot 12, Concession 7 to end	Lowes Road
Municipal road allowance at boundary between McMurrich/Monteith Township and Ryerson Township at area of Lot 10, Concession 14, EAST from Bartlett Lake Road to end of road	Maki Road
Municipal deviation road EAST off Stisted Road North in Lot 15, Concession 11, meets with Watson Road	McKenzie Street
Municipal deviation road off Axe Lake Road at Lot 16, Concession 2, SOUTH-WEST through Lots 16-18, concession 2 and Lot 18, Concession 1 to Township boundary	Meads Lake Road
Municipal road allowance WEST between Concessions 6/7, Lots 4 to 7 end of maintained road	Middle Road
Municipal deviation road at boundary between McMurrich/Monteith Township and Stisted Township at Lot 6, Concession 1, EAST to Lot 1, Concession 1 at boundary of McMurrich/Monteith Township and Perry Township	Old Novar Road
Municipal deviation road from Stisted Road North at Lot 15, Concession 12, NORTHWEST through Lots 15/16, Concession 12, Lot 16, Concessions 13/14, and Lot 17, Concession 14 to boundary of McMurrich/Monteith Township and Ryerson Township to intersect with Bartlett Lake Road	Old Rainy Lake Road
Municipal deviation road off Highway #518 West SOUTH in Lot 8, Concession 11 to end	Oline Street
Municipal deviation road in Lots 11 and 12, Concession 2	Patricia Avenue
Municipal deviation road SOUTHEAST from Stisted Road South in Lot 15, Concession 10 to end of road in Lot 15, Concession 9	Pine Drive
Municipal deviation road, EAST from Stisted Road North, in Lot 15, Concession 11, to end of road in Lot 14, Concession 11	Pioneer Cemetery Road
Municipal deviation road at Lot 11, Concession 2, WEST and NORTH from Patricia Avenue shown on Plan 208 to Second Avenue at Lot 13, Concession 3	Pomeroy Road
Municipal deviation road WEST off Sanborn Road through Lot 8, Concession 10 to end	Redam Road
Municipal road allowance between McMurrich/Monteith Township and Ryerson Township at Lot 7, Concession 14, EAST from Stisted Road North to west shore of Doe Lake.	Richardson Road
Municipal road allowance on boundary between McMurrich/Monteith Township and Stisted Township, WEST from Yearley Road at Lot 24, Concession 1 to Lot 30, Concession 1 at Axe Lake Creek, including Municipal deviation road in are of Lots 28/29/30, Concession 1	Rome Road
Municipal deviation road SOUTH off Highway #518 West through Lot 7, Concession 10 to end	Sanborn Drive

Municipal deviation road at Lot 12, Concession 3, WEST and SOUTH from Buckvale Drive, Plan 232 to Municipal road allowance between Concessions 2/3 in area of Lot 12, WEST along this Municipal road allowance to end of road in area of Lot 23	Second Avenue
Municipal deviation road at Lot 14, concession 5, EAST and SOUTH from Stisted Road South to Lot 11, Concession 5, then SOUTH in Concession 4, Lots 11 to 10 and along Subdivision Road for Plan 276 and Plan M472 named Selena Drive	Selena Drive
Municipal road allowance between Lots 5/6, Concession 11 NORTH off Highway #518 West to Sequin Trail	Sideroad 5
Municipal road allowance between Concession 6/7 and WEST from Yearley Road to Lot 22 at end of road	Sixth Avenue
Municipal deviation road EAST from Highway 518W at Lot 5, Concession 10 across Lots 5 through 1, Concessions 10/11 to boundary of McMurrich/Monteith Township and Perry Township	Star Lake Road
Condominium road, described as Road B and shown on draft plan of vacant land condominium in part lots 16, 17, 18 and 19, Concession 4 (Monteith)(File S-03/14)	Stargaze Lane
Municipal road allowance between Lot 15/16, Concession 11, NORTH from Highway 518W through Lot 15, Concession 11, and part Concession 12, including Municipal deviation road in part of Lot 15, Concession 11, along Municipal deviation road, NORTHWEST through part Lot 15, Concession 12, Lot 14, Concession 13, Lots 13/12/11/10/9/8, Concession 14 to boundary of McMurrich/Monteith Township and Ryerson Township	Stisted Road North
Municipal road allowance between Lot 15/16, Concession 10, SOUTH from Highway 518W, then SOUTH on Municipal deviation road through Lot 16, Concessions 10/9/8, SOUTH through Lot 15, Concession 8/7, SOUTH through Lot 14, Concession 7/6, SOUTH through Lot 13, Concession 6/5, SOUTHWEST through Lot 14/15, Concession 5, SOUTH along Municipal road allowance between Lot 15/16, Concessions 5/4/3/2/1, including Municipal deviation road sections in Lot 15, Concessions 3/2/1 to boundary of McMurrich/Monteith Township and Stisted Township to intersect with Muskoka Road 2	Stisted Road South
Municipal road allowance along boundary between McMurrich/Monteith Township and Ryerson Township in area of Lot 19, Concession 14, WEST from Bartlett Lake Road to end of road	Spur Lane
Municipal road allowance off West Bear Lake Road EAST between Concessions 8/9 to end	Taylor Road
Municipal deviation road EAST off Stisted Road North in Lot 15, Concession 11	Watson Street
Municipal deviation road off Highway #518 West SOUTH WEST through Lot 10, Concession 11, Lot 11, Concession 10, Lot 12, Concession 10 SOUTH through Lot 12, Concession 9, Lot 13, Concession 8, Lot 13, Concession 7, Lots 13 to 12, Concession 6, Lot 11, Concession 5, Lot 10, Concession 4 to road allowance between Lots 10/11, Concession 3 to Axe Lake Road	West Bear Lake Road
Municipal road allowance described as Part 1 on Plan 42R-20713, part Lots 2/3, Concession 3 and Block 26, shown on Plan 42RM678 part Lots ½, Concession 1 and part Lots 1 to 3, Concession 2	Woodland Drive
Municipal deviation road at Lot 19, Concession 10, SOUTH from Highway 518W through Lot 19, Concession 10/9, Lot 19/20, Concession 8, Lot 20, Concession 7, SOUTH along Municipal road allowance between Lot 20/21, Concession 7, SOUTH on Municipal deviation road through Lot 21, Concession 7/6/5, SOUTH on Municipal road allowance between Lots 20/21, Concessions 5/4/3/2/1, SOUTHWEST on Municipal deviation road through Lot 21, Concession 1 to boundary between McMurrich/Monteith Township	Yearley Road

and Stisted Township, WEST along this boundary allowance with deviation through Part of Lot 22/23, Concession 1 to intersection of Muskoka Road 31	
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THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 18 -2026

Being a By-Law to adopt a Use of Corporate Resources
for Election Purposes Policy.

WHEREAS the Province of Ontario passed the Municipal Elections Act, 1996;

AND WHEREAS section 88.18 of the Municipal Elections Act, 1996, as amended, requires that before May 1 in the year of a regular election, municipalities establish rules and procedures with respect to the use of municipal resources during the election campaign period;

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

1. That the "Use of Corporate Resources for Election Purposes: policy, attached as Schedule "A" to this bylaw and forming part of this bylaw, be hereby adopted.
2. That this by-law shall take effect on the date of final passing thereof.

Read in its entirety, approved, signed and the seal of the Corporation affixed thereto and finally passed in open Council this 17th day of March, 2026.

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

Schedule "A"
To By-law 18– 2026

Use of Corporate Resources for Election Purposes Policy

1. PURPOSE

- 1.1 As leaders in this community, Members of Council are held to the highest standards of conduct and ethical behavior. In practical terms, this obligation requires that, during a Municipal Election year, members of Council that are also candidates must avoid any conflict between personal interest and official duties, and that any potential conflict be resolved in favour of public interest. While the business of the Township of McMurrich/Monteith must continue to be carried out during the entire term of Council. Members of Council are responsible to ensure that corporate resources are not used for any election-related purposes. For these reasons, it is necessary to establish guidelines on the appropriate use of corporate resources during an election period to protect the interests of both the members of Council and the Township of McMurrich/Monteith.

2. APPLICATION

- 2.1 This policy is applicable to all Members of Municipal Council including a Member of Council who is acclaimed or a retiring Member.

3. AUTHORITY

- 3.1 The Municipal Elections Act, 1996, as amended, permits candidates to file nominations in a Municipal Election year as early as the first day of May that the Clerk's Office is open. Once a candidate has filed a nomination paper, he/she can begin to raise campaign funds or incur campaign expenses in accordance with the provisions of the Act. The Municipal Elections Act, 1996, as amended, prohibits a municipality from making a contribution to a candidate. The Act also prohibits the candidate, or someone acting on the candidate's behalf, from accepting a contribution from a person who is not entitled to make a contribution. Since contributions may take the form of money, goods or services, any use by a member of Council of the municipality's resources for his/her election campaign would be viewed as a contribution and, therefore, a violation of the Act.

4. GUIDELINES

- 4.1 It shall be the Policy of The Municipal Corporation of the Township of McMurrich/Monteith that, from the commencement of the Nomination Day until the end of the Campaign Period, members of Council shall not:
- use the facilities, equipment, supplies, services, staff or other resources of The Municipal Corporation of the Township of McMurrich/Monteith for any election campaign or campaign related activities. Such resources would include newsletters, desktop publishing and graphic services, postage, voicemail or the use of fax machines;
 - use municipally funded expense allowances for electoral purposes or electoral gain;
 - use municipally funded services such as mobile phones for electoral purposes or electoral gain. Where it is impractical for Council members to discontinue their use of these during the election campaign, Council members shall reimburse the Township for usage of those services that exceeds the normal usage levels;

- undertake any campaign-related activities on any municipal property unless full market value rent is paid. No campaign-related activities shall be allowed at Township Office at any time;
- use business cards, envelopes or letterhead imprinted with municipal logos for election purposes;
- enlist the use of Township staff to work in support of a municipal candidate during working hours unless they are on a leave of absence without pay, lieu time, or vacation leave;
- print or distribute any material paid for by the municipality that illustrates that a member of Council or any other individual is registered in any election or where they will be running for office;
- profile, or make reference to, in any material paid for by the municipality, any individual who is registered as a candidate in any election;
- print or distribute any material using municipal funds that makes reference to, or contains the names or photographs, or identifies registered candidates for municipal elections; minutes of Council and/or Committee Meetings being exempt;
- use the municipality's voicemail system to record election-related messages.
- use the municipality's Township page to promote election-related messages and material;
- use any website or domain names that are funded by the municipality for the dissemination of election-related messages and material; and
- use the municipality's website for election-related campaign material, inclusive of establishing links on the municipality's website to a registered candidate's website, email or blog.

4.2 The following shall be discontinued for the members of Council from the day prior to Nomination Day in a Municipal Election Year until the end of Election Day:

- all forms of advertising, including municipal publications, paid for by the municipality;
- all printing, photocopying and distribution, including printing and general distribution of newsletters unless so directed and approved by Council;
- the ordering of business cards and other like stationery; and
- the ordering of office furniture and furnishings, except those of an emergency nature.

5. LIMITATIONS

5.1 Nothing in this Policy shall preclude members of Council from performing their jobs, nor inhibit them from representing the interests of the constituents who elected them.

6. ENFORCEMENT

6.1 Should any written complaint arise regarding the alleged use of corporate resources in contravention of this policy, the Clerk/Treasurer or designate, shall have the delegated authority to investigate it and resolve any issues. If a breach of this policy is confirmed, the member will be required to personally repay any of the costs associated with the breach.

7. IMPLEMENTATION

7.1 This policy shall become effective immediately upon approval by the Council for The Municipal Corporation of the Township of McMurrich/Monteith.

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THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW NO. 19-2026

Being a By-law to regulate the placement of Municipal Election Signs in the Township of McMurrich/Monteith

WHEREAS Section 10(2) of the *Municipal Act, 2001*, S.O. 2001, c.25 as amended, states that a municipality may pass by-laws respecting structures including fences and signs;

AND WHEREAS Section 99(2) and (3) of the *Municipal Act* provides that the municipality may remove signs at the expense of the owner of the sign if it is erected or displayed in contravention to this by-law;

AND WHEREAS 88.3(2) of the *Municipal Elections Act, 1996*, S.O. 1996, c.32, *Sched.*, as amended, states that any election campaign advertisement purchased by or under the direction of a candidate shall identify the candidate;

AND WHEREAS Section 88.7 of the *Municipal Election Act* states that where a municipality is satisfied that there has been a contravention of the *Act* with regard to a sign used as a Third Party Advertisement, the municipality may require the sign to be removed;

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

1. DEFINITIONS

"Candidate" means a person who has been certified to run in the municipal election.

"Clerk" means the Clerk for the Township of McMurrich/Monteith, or designate.

"Highway" means a common and public highway, street, avenue parkway, driveway, square, place and includes any bridge, trestle, viaduct or other structure forming part of the highway and includes the boulevards and any area between the lateral property lines of the highway.

"Municipality" means The Corporation of the Township of McMurrich/Monteith.

"Municipal Election Sign" means any sign advertising or promoting a candidate in a municipal election or municipal by-election either placed by a representative for a registered candidate or registered third party advertiser.

"Owner" means the person who places or permits the placing of an election sign or any person described on the sign, whose name, address or telephone number is on the sign or who benefits from the message on the sign and for the purposes of this By-law there may be more than one owner of an election sign. **"Part"** means any land or premises under the control or ownership of the Municipality for park and recreational purposes and includes any lane, walkway or public parking area leading thereto, and also includes any and all buildings, structures,

equipment, facilities and improvements located in or on such land.

"Person" means an individual, corporation, or association, and includes a registered Third Party Advertiser. **"To Place"** means to attach, install, erect, build, construct, reconstruct, move, display, or affix in any manner.

"Private Property" means real property that is not a highway or public property.

"Public Property" means real property owned or under the control of the Township of McMurrich/Monteith, Provincial Government, Federal Government or any of their respective agencies, boards or commissions but does not include a highway and does not include a property where one or more persons reside on the Public Property.

"Third Party Advertiser" means a registered individual, corporation or trade union that is registered with the municipality in accordance with prescribed legislation.

"Voting Day" means voting day as defined in the *Municipal Elections Act, 1996*.

"Voting Place" means a place where electors cast their ballots or ballots are counted which includes all of the area enclosed by the lot lines of the public property and any highway abutting.

2. GENERAL PROHIBITIONS

2.1. Municipal Election Signs shall not be placed prior to the Candidate filing their nomination papers or prior to the registration of a Third Party Advertiser.

2.2. No person shall place a Municipal Election Signs within 100 metres on any Public Property including but not limited to:

2.2.1. Municipal Office and Fire Hall

2.2.2. Sprucedale Community Centre

2.2.3. Public Works or Parks Yards

2.2.4. Municipal Parking Lots

2.2.5. Municipal open space (including municipally maintained planters, flower beds etc.)

2.2.6. All Municipal Parks

2.3. No person shall permit a Municipal Election Signs on road allowances immediately adjacent to the properties noted above with the exception of 2.2.6.

2.4. No person shall place/affix Municipal Election Signs to any building owned, leased or operated by the Township of McMurrich/Monteith.

2.5. No person shall place or permit to be placed on a motor vehicle, a Municipal Election Sign where the motor vehicle is parked at a Voting Place on any day when electors are voting.

2.6. No person shall display the Municipality's logo, in whole or in part, on any Municipal Election Sign.

- 2.7. Municipal Election Signs shall not:
- 2.7.1. be attached to trees or utility poles;
 - 2.7.2. be at the voting place designated in the Clerk's procedures;
 - 2.7.3. have flashing lights or rotating parts;
 - 2.7.4. be illuminated;
 - 2.7.5. simulate any traffic control device; or
 - 2.7.6. impede or obstruct the passage of pedestrians on a sidewalk.

3. GENERAL PROVISIONS

- 3.1 Municipal Election Signs placed in contravention of this By-law that are required to be removed or Signs that are not removed within the time-frame noted in Section 2.10 shall be removed by the Municipality and disposed of.
- 3.2 Municipal Election Signs shall be removed no later than seven {7} days following Municipal Election Day.
- 3.3 Where Municipal Election Signs placed on private property are causing an immediate safety issue, the Public Works Superintendent, or his/her designate, shall remove the Sign upon it being brought to his/her attention, and the cost of such removal shall be charged back to the owner of the sign as per Section 4 of this By-law.
- 3.4 Candidates and Third Party Advertisers shall be responsible for compliance with signage by-laws and regulations of the Province of Ontario (Ministry of Transportation).
- 3.5 Municipal Election Signs may be placed on Municipal road allowances with the following provisions:
- 3.5.1. The Signs shall be no larger than two (2) feet by two (2) feet;
 - 3.5.2. Should the Sign be causing an immediate safety issue, the Public Works Superintendent, or his/her designate, shall remove the sign upon it being brought to his/her attention.
 - 3.5.3. If the Public Works Superintendent or his/her designate determines that the location of the Sign is impeding the necessary sightlines of motorists, municipality's snowplow operations, or access to a private driveway, the Candidate or Third Party Advertiser shall, upon the request of the Clerk or his/her designate, remove the Sign.

4. SIGNS IN GOOD REPAIR

- 4.1. No person shall permit a Municipal Election Sign to be left in a state of disrepair.

5. FINE

- 5.1. Signs placed in contravention of this By-law that are required to be removed or signs that are not removed within the time-frame noted in Section 3.2 shall be removed at a fine of \$50.00 per sign.
- 5.2 If the fine remains unpaid after the final date specified on the notice, the fine is deemed to be unpaid taxes pursuant to Section 398 (2) of the Municipal Act, 2002, S.O. 2001. C. 25 and may be added to the Candidates tax roll and collected in the same manner as property taxes.

6. REMOVAL AND DESTRUCTION OF MUNICIPAL ELECTION SIGNS

- 6.1. The Candidate or Third Party Advertiser to whom a Municipal Election

Sign relates shall be responsible for the erection and display of the Sign and shall ensure that all the requirements of this By-law are met.

6.2. The Clerk or designate or a Municipal Law Enforcement Officer may remove any Municipal Election Sign erected in contravention of this By-law without notice.

6.3. The Municipality may recover the expense for the removal of a Municipal Election Sign under this By-law from the Owner of such Sign, and may commence proceedings against the Owner to recover such costs.

6.4. Municipal Election Signs removed in accordance with this By-law may be destroyed or otherwise disposed of by the Municipality without notice and without compensation to any party.

7. OTHER LAWS

7.1. Nothing in this By-law relieves any person of the responsibility for adhering to other applicable laws where regulating signs or for obtaining the approval of the Federal and Provincial governments or agencies thereof as required or for obtaining the approval of the property owner, or any other statutes that regulate election signs.

8. TITLE

8. This by-law may be cited as the "Election Sign By-Law".

9. FORCE AND EFFECT

9.1 This By-law shall come into full force and effect on the date of final passage.

10. REPEAL

10.1 That By-law 04-2022 and any previously conflicting By-laws are hereby repealed.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 17th day of March 2026.

Mayor, Glynn Robinson

Clerk/Treasurer, Cheryl Marshall

Mar 17
2026
10.7

THE CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH

BY-LAW NUMBER 20 - 2026

Being a by-law to record the inventory of municipal maintained roads and to adopt minimum maintenance standards for municipal highways and seasonal roads.

WHEREAS Section 44(1) of the Municipal Act, R.S.O. 2001, states that municipalities shall keep all highways and bridges in a reasonable state to repair.

AND WHEREAS all roads within the Corporation of the Township of McMurrich/Monteith are classified as per the regulations;

AND WHEREAS the Corporation of the Township of McMurrich/Monteith wishes to adopt and implement minimum standards for its municipal highways;.

NOW THEREFORE the Council of the Corporation of the Township of McMurrich/Monteith **ENACTS AS FOLLOWS:**

1. That road classification and inventory of the municipal roads for the Township of McMurrich/Monteith attached as Schedule "A" to this by-law, which may be amended from time to time by resolution, and which forms part of this by-law be adopted.
2. That the maintenance for all Class 6 roads in the Township of McMurrich/Monteith shall be as per the attached Schedule "B" to this by-law and which forms part of this by-law.
3. That the minimum maintenance standards for municipal roads attached as Schedule "C" to this by-law and which forms part of this by-law shall be adopted for all Class 5 municipal roads.
4. That this by-law repeals by-law #27-2013 and by-law #10-2002 and any previously conflicting By-laws.
5. That this By-law shall come into force and take effect immediately following third reading.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 17th day of March, 2026.

Mayor
Glynn Robinson

Clerk/Treasurer
Cheryl Marshall

Schedule A of By-law # 20-2026 – Page 1 of 2

TOWNSHIP OF MCMURRICH/MONTEITH
ROAD CLASSIFICATION & INVENTORY

<u>Road Name</u>	<u>Vehicle Count</u>	<u>Road Class</u>	<u>Notes</u>
2 nd Avenue	50 – 199	5	
4 th Avenue	50 – 199	5	Stisted Road South westerly to Lot 27, Con 4
8 th Avenue Center	0 – 49	5	Stisted to Yearly Roads
Almaguin Drive	50 – 199	5	
Axe Lake Road	50 – 199	5	
Axe Lake Road West	0 – 49	5	
Bartlett Lake Road	50 – 199	5	
Bayside Drive	0 – 49	5	
Birch Court	0 – 49	5	
Bordeau Road	0 – 49	5	Hwy 518 to Con 14 Lot 28
Buckvale Drive	50 – 199	5	
Dailey Road	0 – 49	5	
East Bear Lake Road	0 – 49	5	Hwy 518 to 868 East Bear Lake Road
Farrell Court	0 – 49	5	
Fern Glen Road	50 – 199	5	
George Street	0 – 49	5	
Gordon Deans Trail	0 – 49	5	
Hemlock Way	0 – 49	5	Condo road, not maintained
Henry Street	0 – 49	5	
Jimmy Jacques Road	0 – 49	5	Middle Road to North boundary of Lots 5 and 6, Con 7
John Street	0 – 49	5	Hwy 518 to Seguin Trail
Kings Drive	0 – 49	5	
Lakeview Road	0 – 49	5	
Landfill Road	50 – 199	5	
Little Falls Road	0 – 49	5	Stisted Rd to 110 Little Falls Road
Lowes Road	0 – 49	5	
Maki Road	50 – 199	5	
McAughey Street	0 – 49	5	
McKenzie Street	0 – 49	5	
Middle Road	0 – 49	5	Axe Lake Rd to 260 Middle Road
Old Novar Road	0 – 49	5	Lots 5 & 6, Con 1
Old Rainy Lake Road	50 – 199	5	
Pine Drive	0 – 49	5	
Pomeroy Road	0 – 49	5	
Richardson Road	0 – 49	5	
Rome Road	0 – 49	5	
Sanborn Drive	0 – 49	5	Hwy 518 to Redam Drive
Selena Drive	50 – 199	5	
Spur Lane	0 – 49	5	Maintained by Ryerson
Star Lake Road	50 – 199	5	
Stisted Road North	200 – 499	5	
Stisted Road South	200 – 499	5	
Taylor Road	0 – 49	5	
Watson Street	0 – 49	5	
West Bear Lake Road	50 – 199	5	
William Street	0 – 49	5	
Woodland Drive	0 – 49	5	Condo road, not maintained
Yearly Road	50 – 199	5	

Schedule A of By-law # -2026 – Page 5 of 2

TOWNSHIP OF MCMURRICH/MONTEITH
ROAD CLASSIFICATION & INVENTORY

<u>Road Name</u>	<u>Vehicle Count</u>	<u>Road Class</u>	<u>Notes</u>
4 th Avenue	0 – 49	6	From Lot 27 to and including Lot 30, Con 4
5 th Side Road	0 – 49	6	
6 th Avenue	0 – 49	6	
6 th & 7th Road East	0 – 49	6	
8 th Avenue West	0 – 49	6	Yearly Road going west to end
Appleyard Road	0 – 49	6	
Beach Street	0 – 49	6	
Bordeau Road	0 – 49	6	Lots 29-32, Con 14
Breezy Point Road	0 – 49	6	Private Rd, not maintained
Compass Lake Road	0 – 49	6	
Cowie Road	0 – 49	6	
East Bear Lake Road	0 – 49	6	South of 868 East Bear Lake Road
Fisher Creek Road	0 – 49	6	
Holderney Road	0 – 49	6	
Hunters Lane	0 – 49	6	
Jimmy Jacque Road	0 – 49	6	East Bear Lake Road to South end of Con 9
John Street	0 – 49	6	Seguin Trail to end
Lambs Lake Road	0 – 49	6	
Little Falls Road	0 – 49	6	110 Little Falls Road to end
Meads Lake Road	0 – 49	6	
Middle Road	0 – 49	6	260 Middle Road to end
Old Novar Road	0 – 49	6	Lot 4, Con 1 to Perry
Oline Street	0 – 49	6	
Patricia Drive	0 – 49	6	Private Rd, not maintained
Pioneer Cemetery Road	0 – 49	6	
Redam Drive	0 – 49	6	
Sanborn Drive	0 – 49	6	Redam Drive to end
Sideroad 5	0 – 49	6	

Schedule B of By-law # -2026

SEASONAL ROAD MAINTENANCE

Seasonal Roads

Our open road allowances used on a "courtesy" basis by the public with the understanding that maintenance is minimal. The Township considers them Class 6 Roads not subject to minimum maintenance standards included in Schedule "A" of this By-law.

Maintenance Period

Seasonal roads shall be maintained from the 31st day of May to the 31st day of October in each calendar year.

Minimum Maintenance

Seasonal roads shall be maintained on an "as needed" basis at the discretion of the Public Works Superintendent. General maintenance includes gravel surfacing, grading, grass and brush cutting, litter and garbage removal and beaver control.

Patrolling

At the discretion of the Public Works Superintendent, as needed, but not less than once in a 30-day period.

Signage

Roads designated as seasonal shall be signed as seasonally maintained during the period of May 15th to September 1st and use at your own risk.

Schedule C of By-law # -2026

Municipal Act, 2001

ONTARIO REGULATION 239/02

MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

Definitions

1. (1) In this Regulation,

“bicycle facility” means the on-road and in-boulevard cycling facilities listed in Book 18 of the Ontario Traffic Manual;

“bicycle lane” means,

(a) a portion of a roadway that has been designated by pavement markings or signage for the preferential or exclusive use of cyclists, or

(b) a portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer;

“cm” means centimetres;

“day” means a 24-hour period;

“encroachment” means anything that is placed, installed, constructed or planted within the highway that was not placed, installed, constructed or planted by the municipality;

“ice” means all kinds of ice, however formed;

“motor vehicle” has the same meaning as in subsection 1 (1) of the Highway Traffic Act, except that it does not include a motor assisted bicycle;

“non-paved surface” means a surface that is not a paved surface;

“Ontario Traffic Manual” means the Ontario Traffic Manual published by the Ministry of Transportation, as amended from time to time;

“paved surface” means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

“pothole” means a hole in the surface of a roadway caused by any means, including wear or subsidence of the road surface or subsurface;

“roadway” has the same meaning as in subsection 1 (1) of the Highway Traffic Act;

“shoulder” means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“sidewalk” means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

“significant weather event” means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highways within a municipality;

“snow accumulation” means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly-fallen snow.

2. Wind-blown snow.
3. Slush;

“substantial probability” means a significant likelihood considerably in excess of 51 per cent;

“surface” means the top of a sidewalk, roadway or shoulder;

“utility” includes any air, gas, water, electricity, cable, fiber-optic, telecommunication or traffic control system or subsystem, fire hydrants, sanitary sewers, storm sewers, property bars and survey monuments;

“utility appurtenance” includes maintenance holes and hole covers, water shut-off covers and boxes, valves, fittings, vaults, braces, pipes, pedestals, and any other structures or items that form part of or are an accessory part of any utility;

“weather” means air temperature, wind and precipitation.

“weather hazard” means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program. O. Reg. 239/02, s. 1 (1); O. Reg. 23/10, s. 1 (1); O. Reg. 47/13, s. 1; O. Reg. 366/18, s. 1 (1, 2).

- (2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average daily traffic on it. O. Reg. 239/02, s. 1 (2); O. Reg. 366/18, s. 1 (3).
- (3) For the purposes of subsection (2) and the Table to this section, the average daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,
 - (a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or
 - (b) by estimating the average daily two-way traffic on the highway or part of the highway. O. Reg. 239/02, s. 1 (3); O. Reg. 23/10, s. 1 (2); O. Reg. 366/18, s. 1 (3).
- (4) For the purposes of this Regulation, unless otherwise indicated in a provision of this Regulation, a municipality is deemed to be aware of a fact if, in the absence of actual knowledge of the fact, circumstances are such that the municipality ought reasonably to be aware of the fact. O. Reg. 366/18, s. 1 (4).

TABLE
CLASSIFICATION OF HIGHWAYS

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8
Average Daily Traffic (number of motor vehicles)	91 - 100 km/h speed limit	81 - 90 km/h speed limit	71 - 80 km/h speed limit	61 - 70 km/h speed limit	51 - 60 km/h speed limit	41 - 50 km/h speed limit	1 - 40 km/h speed limit
53,000 or more	1	1	1	1	1	1	1
23,000 - 52,999	1	1	1	2	2	2	2
15,000 - 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3

8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

O. Reg. 366/18, s. 1 (5).

Application

2. (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Act. O. Reg. 288/03, s. 1.
- (2) Revoked: O. Reg. 23/10, s. 2.
- (3) This Regulation does not apply to Class 6 highways. O. Reg. 239/02, s. 2 (3).

Purpose

- 2.1 The purpose of this Regulation is to clarify the scope of the statutory defence available to a municipality under clause 44 (3) (c) of the Act by establishing maintenance standards which are non-prescriptive as to the methods or materials to be used in complying with the standards but instead describe a desired outcome. O. Reg. 366/18, s. 2.

Maintenance Standards

Patrolling

3. (1) The standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (2).
- (2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions. O. Reg. 47/13, s. 2; O. Reg. 366/18, s. 3 (2).
- (3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities. O. Reg. 23/10, s. 3 (1).

(4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1, 16.2, 16.3 or 16.4. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (3).

**TABLE
PATROLLING FREQUENCY**

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

O. Reg. 239/02, s. 3, Table; O. Reg. 23/10, s. 3 (2).

Weather monitoring

- 3.1 (1) From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.
- (2) From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

Snow accumulation, roadways

4. (1) Subject to section 4.1, the standard for addressing snow accumulation on roadways is,
- (a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
 - (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - (i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
 - (ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).
- (2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.
- (3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.
2. Performing highway maintenance activities.
3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).
4. The depth of snow accumulation on a roadway and lane width may be determined by,
 - (a) performing an actual measurement;
 - (b) monitoring the weather; or
 - (c) performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).
5. For the purposes of this section, addressing snow accumulation on a roadway includes,
 - (a) plowing the roadway;
 - (b) salting the roadway;
 - (c) applying abrasive materials to the roadway;
 - (d) applying other chemical or organic agents to the roadway;
 - (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).
6. This section does not apply to that portion of the roadway,
 - (a) designated for parking;
 - (b) consisting of a bicycle lane or other bicycle facility; or
 - (d) used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

**TABLE
SNOW ACCUMULATION - ROADWAYS**

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

Snow accumulation on roadways, significant weather event

- 4.1** (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and

- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.
- (2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.
 - (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.

Snow accumulation, bicycle lanes

- 4.2 (1) Subject to section 4.3, the standard for addressing snow accumulation on bicycle lanes is,
- (a) after becoming aware of the fact that the snow accumulation on a bicycle lane is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
 - (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table to this section to provide a minimum bicycle lane width of the lesser of 1 metre or the actual bicycle lane width. O. Reg. 366/18, s. 7.
- (2) If the depth of snow accumulation on a bicycle lane is less than or equal to the depth set out in the Table to this section, the bicycle lane is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 7.
 - (3) For the purposes of this section, the depth of snow accumulation on a bicycle lane and, if applicable, lane width under clause (1) (b), may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3), with necessary modifications. O. Reg. 366/18, s. 7.
 - (4) For the purposes of this section, addressing snow accumulation on a bicycle lane includes,
 - (a) plowing the bicycle lane;
 - (b) salting the bicycle lane;
 - (c) applying abrasive materials to the bicycle lane;
 - (d) applying other chemical or organic agents to the bicycle lane;
 - (e) sweeping the bicycle lane; or
 - (f) any combination of the methods described in clauses (a) to (e). O. Reg. 366/18, s. 7.

TABLE
Snow Accumulation – Bicycle Lanes

Column 1 Class of Highway or Adjacent Highway	Column 2 Depth	Column 3 Time
1	2.5 cm	8 hours
2	5 cm	12 hours
3	8 cm	24 hours
4	8 cm	24 hours
5	10 cm	24 hours

O. Reg. 366/18, s. 7.

Snow accumulation on bicycle lanes, significant weather event

- 4.3 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on bicycle lanes until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on bicycle lanes, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.
- (2) If the municipality complies with subsection (1), all bicycle lanes within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4.2 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address snow accumulation on bicycle lanes in accordance with section 4.2. O. Reg. 366/18, s. 7.

Ice formation on roadways and icy roadways

5. (1) The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:
- 1. Monitor the weather in accordance with section 3.1.
 - 2. Patrol in accordance with section 3.

3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in Table 1 to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 8.
- (2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.
- (3) Subject to section 5.1, the standard for treating icy roadways is to treat the icy roadway within the time set out in Table 2 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that a roadway is icy. O. Reg. 366/18, s. 8.
- (4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 366/18, s. 8.
- (5) For greater certainty, this section applies in respect of ice formation on bicycle lanes on a roadway, but does not apply to other types of bicycle facilities. O. Reg. 366/18, s. 8.

**TABLE 1
ICE FORMATION PREVENTION**

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours

O. Reg. 366/18, s. 8.

**TABLE 2
TREATMENT OF ICY ROADWAYS**

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

O. Reg. 366/18, s. 8.

Icy roadways, significant weather event

- 5.1 (1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.
- (2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to section 5 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

Potholes

6. (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the standard is to repair the pothole within the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact. O. Reg. 239/02, s. 6 (1); O. Reg. 366/18, s. 8 (1).
- (1.1) For the purposes of this section, the surface area and depth of a pothole may be determined in accordance with subsections (1.2) and (1.3), as applicable, by a municipal employee, agent or contractor whose duties or responsibilities include one or more of the following:
- 1. Patrolling highways.
 - 2. Performing highway maintenance activities.
 - 3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 366/18, s. 8 (2).
- (1.2) The depth and surface area of a pothole may be determined by,
- (a) performing an actual measurement; or
 - (b) performing a visual estimate. O. Reg. 366/18, s. 8 (2).
- (1.3) For the purposes of this section, the surface area of a pothole does not include any area that is merely depressed and not yet broken fully through the surface of the roadway. O. Reg. 366/18, s. 8 (2).
- (2) A pothole is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate. O. Reg. 239/02, s. 6 (2); O. Reg. 47/13, s. 6.

**TABLE 1
POTHOLES ON PAVED SURFACE OF ROADWAY**

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

O. Reg. 239/02, s. 6, Table 1.

**TABLE 2
POTHOLES ON NON-PAVED SURFACE OF ROADWAY**

Class of Highway	Surface Area	Depth	Time
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

O. Reg. 239/02, s. 6, Table 2.

**TABLE 3
POTHOLES ON PAVED OR NON-PAVED SURFACE OF SHOULDER**

Class of Highway	Surface Area	Depth	Time
1	1500 cm ²	8 cm	7 days
2	1500 cm ²	8 cm	7 days
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

O. Reg. 239/02, s. 6, Table 3.

Shoulder drop-offs

7. (1) If a shoulder drop-off is deeper than 8 cm, for a continuous distance of 20 metres or more, the standard is to repair the shoulder drop-off within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 9 (1).
- (2) A shoulder drop-off is deemed to be in a state of repair if its depth is less than 8 cm. O. Reg. 366/18, s. 9 (1).

(3) In this section,

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

**TABLE
SHOULDER DROP-OFFS**

Class of Highway	Time
1	4 days
2	4 days
3	7 days
4	14 days
5	30 days

O. Reg. 366/18, s. 9 (2).

Cracks

8. (1) If a crack on the paved surface of a roadway is greater than 5 cm wide and 5 cm deep for a continuous distance of three metres or more, the standard is to repair the crack within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 10 (1).
- (2) A crack is deemed to be in a state of repair if its width or depth is less than or equal to 5 cm. O. Reg. 366/18, s. 10 (1).

**TABLE
CRACKS**

Column 1	Column 2
Class of Highway	Time
1	30 days
2	30 days
3	60 days
4	180 days
5	180 days

O. Reg. 366/18, s. 10 (2).

Debris

9. (1) If there is debris on a roadway, the standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris. O. Reg. 239/02, s. 9 (1); O. Reg. 366/18, s. 11.

(2) In this section,

“debris” means any material (except snow, slush or ice) or object on a roadway,

(a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and

(b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle. O. Reg. 239/02, s. 9 (2); O. Reg. 47/13, s. 9.

Luminaires

10. (0.1) Revoked: O. Reg. 366/18, s. 12.

(1) The standard for the frequency of inspecting all luminaires to check to see that they are functioning is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 12.

(2) For conventional illumination, if three or more consecutive luminaires on the same side of a highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(3) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(4) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles on the same side of a highway are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(5) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(6) Luminaires are deemed to be in a state of repair,

(a) for the purpose of subsection (2), if the number of non-functioning consecutive luminaires on the same side of a highway does not exceed two;

(b) for the purpose of subsection (3), if more than 70 per cent of luminaires on any kilometre of highway are functioning;

(c) for the purpose of subsection (4), if one or more of the luminaires on consecutive poles on the same side of a highway are functioning;

(d) for the purpose of subsection (5), if more than 50 per cent of luminaires on any kilometre of highway are functioning. O. Reg. 366/18, s. 12.

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

“luminaire” means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. O. Reg. 239/02, s. 10 (7).

**TABLE
LUMINAIRES**

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

O. Reg. 239/02, s. 10, Table.

Signs

- 11. (0.1) The standard for the frequency of inspecting signs of a type listed in subsection (2) to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 7 (1); O. Reg. 47/13, s. 11 (1); O. Reg. 366/18, s. 13.
- (0.2) A sign that has been inspected in accordance with subsection (0.1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 11 (2).
- (1) If any sign of a type listed in subsection (2) is illegible, improperly oriented, obscured or missing, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign. O. Reg. 239/02, s. 11 (1); O. Reg. 23/10, s. 7 (2); O. Reg. 366/18, s. 13.
- (2) This section applies to the following types of signs:
 - 1. Checkerboard.
 - 2. Curve sign with advisory speed tab.
 - 3. Do not enter.
 - 3.1 Load Restricted Bridge.
 - 3.2 Low Bridge.
 - 3.3 Low Bridge Ahead.
 - 4. One Way.
 - 5. School Zone Speed Limit.
 - 6. Stop.

7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New. O. Reg. 239/02, s. 11 (2); O. Reg. 23/10, s. 7 (3).

Regulatory or warning signs

12. (1) The standard for the frequency of inspecting regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 8; O. Reg. 47/13, s. 12 (1); O. Reg. 366/18, s. 13.
- (1.1) A regulatory sign or warning sign that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 12 (2).
- (2) If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the standard is to repair or replace the sign within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 23/10, s. 8; O. Reg. 366/18, s. 13.
- (3) In this section,
- “regulatory sign” and “warning sign” have the same meanings as in the Ontario Traffic Manual, except that they do not include a sign listed in subsection 11 (2) of this Regulation. O. Reg. 23/10, s. 8.

**TABLE
REGULATORY AND WARNING SIGNS**

Class of Highway	Time
1	7 days
2	14 days
3	21 days
4	30 days
5	30 days

O. Reg. 239/02, s. 12, Table.

Traffic control signal systems

13. (1) If a traffic control signal system is defective in any way described in subsection (2), the standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system. O. Reg. 239/02, s. 13 (1); O. Reg. 366/18, s. 13.
- (2) This section applies if a traffic control signal system is defective in any of the following ways:
1. One or more displays show conflicting signal indications.
 2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.
 3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.
 4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
 5. There is a power failure in the traffic control signal system.
 6. The traffic control signal system cabinet has been displaced from its proper position.
 7. There is a failure of any of the traffic control signal support structures.
 8. A signal lamp or a pedestrian control indication is not functioning.
 9. Signals are flashing when flashing mode is not a part of the normal signal operation. O. Reg. 239/02, s. 13 (2).
- (3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian "walk" signal, the standard is to repair or replace the defective component by the end of the next business day. O. Reg. 239/02, s. 13 (3); O. Reg. 366/18, s. 13.
- (4) In this section and section 14,
- "cycle" means a complete sequence of traffic control indications at a location;
- "display" means the illuminated and non-illuminated signals facing the traffic;
- "indication" has the same meaning as in the Highway Traffic Act;
- "phase" means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;
- "power failure" means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;
- "traffic control signal" has the same meaning as in the Highway Traffic Act;
- "traffic control signal system" has the same meaning as in the Highway Traffic Act. O. Reg. 239/02, s. 13 (4).

Traffic control signal system sub-systems

14. (1) The standard is to inspect, test and maintain the following traffic control signal system sub-systems once per calendar year, with each inspection taking place not more than 16 months from the previous inspection:
1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
 2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
 3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push-buttons. O. Reg. 239/02, s. 14 (1); O. Reg. 47/13, s. 13 (1); O. Reg. 366/18, s. 13.
- (1.1) A traffic control signal system sub-system that has been inspected, tested and maintained in accordance with subsection (1) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the traffic control signal system sub-system has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (2).
- (2) The standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice per calendar year. O. Reg. 239/02, s. 14 (2); O. Reg. 47/13, s. 13 (3); O. Reg. 366/18, s. 13.(2.1) A conflict monitor that has been inspected, tested and maintained in accordance with subsection (2) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the conflict monitor has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (4).
- (3) In this section,
- “conflict monitor” means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal. O. Reg. 239/02, s. 14 (3).

Bridge deck spalls

15. (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 15 (1); O. Reg. 366/18, s. 13.
- (2) A bridge deck spall is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 15 (2); O. Reg. 47/13, s. 14.
- (3) In this section,
- “bridge deck spall” means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. O. Reg. 239/02, s. 15 (3).

**TABLE
BRIDGE DECK SPALLS**

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1,000 cm ²	8 cm	7 days
4	1,000 cm ²	8 cm	7 days
5	1,000 cm ²	8 cm	7 days

O. Reg. 239/02, s. 15, Table.

Roadway surface discontinuities

16. (1) If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(1.1) A surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, is deemed to be in a state of repair if its height is less than or equal to the height set out in the Table to this section. O. Reg. 47/13, s. 15.

(2) If a surface discontinuity on a bridge deck exceeds five centimetres, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(2.1) A surface discontinuity on a bridge deck is deemed to be in a state of repair if its height is less than or equal to five centimetres. O. Reg. 47/13, s. 15.

(3) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. O. Reg. 23/10, s. 9.

**TABLE
SURFACE DISCONTINUITIES**

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

O. Reg. 239/02, s. 16, Table.

Sidewalk surface discontinuities

- 16.1** (1) The standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1); O. Reg. 366/18, s. 13.
- (1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).
- (2) If a surface discontinuity on or within a sidewalk exceeds two centimetres, the standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 366/18, s. 14.
- (2.1) Revoked: O. Reg. 366/18, s. 14.
- (3) A surface discontinuity on or within a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 366/18, s. 14.
- (4) For the purpose of subsection (2), treating a surface discontinuity on or within a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 366/18, s. 14.
- (5) In this section,
- “surface discontinuity” means a vertical discontinuity creating a step formation at any joint or crack in the surface of the sidewalk or any vertical height difference between a utility appurtenance found on or within the sidewalk and the surface of the sidewalk. O. Reg. 366/18, s. 14.

Encroachments, area adjacent to sidewalk

- 16.2** (1) The standard for the frequency of inspecting an area adjacent to a sidewalk to check for encroachments is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 15.
- (2) The area adjacent to a sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair in respect of any encroachment present. O. Reg. 366/18, s. 15.
- (3) For greater certainty, the area adjacent to a sidewalk begins at the outer edges of a sidewalk and ends at the lesser of the limit of the highway, the back edge of a curb if there is a curb and a maximum of 45 cm. O. Reg. 366/18, s. 15.
- (4) The area adjacent to a sidewalk is deemed to be in a state of repair in respect of any encroachment present unless the encroachment is determined by a municipality to be highly unusual given its character and location or to constitute a significant hazard to pedestrians. O. Reg. 366/18, s. 15.
- (5) If a municipality determines that an encroachment is highly unusual given its character and location or constitutes a significant hazard to pedestrians, the standard is to treat the encroachment within 28 days after making such a determination, and the encroachment is deemed in a state of repair for 28 days from the time of the determination by the municipality. O. Reg. 366/18, s. 15.

- (6) For the purpose of subsection (4), treating an encroachment means taking reasonable measures to protect users, including making permanent or temporary repairs, alerting users' attention to the encroachment or preventing access to the area of the encroachment. O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks

- 16.3** (1) Subject to section 16.4, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,
- a) to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
 - b) to provide a minimum sidewalk width of 1 metre. O. Reg. 366/18, s. 15.
- (2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.
- (3) If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.
- (4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.
- (5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,
- (a) plowing the sidewalk;
 - (b) salting the sidewalk;
 - (c) applying abrasive materials to the sidewalk;
 - (d) applying other chemical or organic agents to the sidewalk; or
 - (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks, significant weather event

- 16.4** (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- (2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

Ice formation on sidewalks and icy sidewalks

- 16.5** (1) Subject to section 16.6, the standard for the prevention of ice formation on sidewalks is to,
- (a) monitor the weather in accordance with section 3.1 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
 - (b) treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.
- (2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.
- (3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.
- (4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

Icy sidewalks, significant weather event

- 16.6** (1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- (2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and

- (b) address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

Winter sidewalk patrol

- 16.7** (1) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard for patrolling sidewalks is to patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality. O. Reg. 366/18, s. 15.
- (2) Patrolling a sidewalk consists of visually observing the sidewalk, either by driving by the sidewalk on the adjacent roadway or by driving or walking on the sidewalk or by electronically monitoring the sidewalk, and may be performed by persons responsible for patrolling roadways or sidewalks or by persons responsible for or performing roadway or sidewalk maintenance activities. O. Reg. 366/18, s. 15.

Closure of a highway

- 16.8** (1) When a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in this Regulation from the time of the closure until the highway is re-opened by the municipality. O. Reg. 366/18, s. 15.
- (2) For the purposes of subsection (1), a highway or part of a highway is closed on the earlier of,
- (a) when a municipality passes a by-law to close the highway or part of the highway; and
 - (b) when a municipality has taken such steps as it determines necessary to temporarily close the highway or part of a highway. O. Reg. 366/18, s. 15.

Declaration of significant weather event

- 16.9.** A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the following ways:
1. By posting a notice on the municipality's website.
 2. By making an announcement on a social media platform, such as Facebook or Twitter.
 3. By sending a press release or similar communication to internet, newspaper, radio or television media.
 4. By notification through the municipality's police service.
 5. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.

REVIEW OF REGULATION

Review

17. (1) The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the City of Toronto Act, 2006 every five years. O. Reg. 613/06, s. 2.
 - (2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.
18. Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 239/02, s. 18.

MAR 17
2026
12.1

Town of Parry Sound EMS Advisory Committee

Open Minutes

Date:

February 26, 2026

Time:

6:00pm

Location:

(on-line) ZOOM Meeting and on-line streaming of the meeting please click on the link below.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

Members Present:

Jamie McGarvey - chairperson, Dan Robertson, Pearl Ivens, Shelly Foote, Scott Sheard

Regrets:

Joel Constable, Ann MacDiarmid

Present:

Dave Thompson, Director of Development and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guests:

Matt Thomas, Manager EMS

Town of Parry Sound EMS Advisory Committee

Open Minutes

Land Acknowledgment

1. Agenda

1.1 Additions to Agenda

1.2 Prioritization of Agenda

1.3 Adoption of Agenda

Moved by Dan Robertson

Seconded by Pearl Ivens

That the February 26, 2026 Parry Sound District Emergency Medical Services Committee meeting agenda be approved.

carried

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by Shelly Foote

Seconded by Dan Robertson

That the Minutes of the October 23, 2025 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

Carried

3. Correspondence

4. Deputations

Town of Parry Sound EMS Advisory Committee

Open Minutes

5. Emergency Services Director's Report

Moved by Shelly Foote

Seconded by Pearl Ivens

That the Emergency Services Director's Report dated February 26, 2026 be accepted as submitted.

Carried

6. Reports

6.1 EMS Statistical Report - December 2026

6.2 EMS Night Call Statistics - December 2026

6.3 EMS Vehicle Inventory - December 2026

Dave Thompson provided a descriptive overview of the various reports attached.

Resolution

EMS Committee members have received reports 6.1, 6.2, 6.3 as listed above.

Moved by Scott Sheard

Second by Dan Robertson

Carried

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 DT R&R South River EMS Base Relocation MOU - 2026

8.1.1 DT ATT#1 South River EMS Base Relocation MOU - 2026

Town of Parry Sound EMS Advisory Committee

Open Minutes

Dave Thompson spoke on the relocation and renovation of the South River EMS base with discussion on the rent increase vs. the beneficial facility upgrade.

Resolution

Moved by Scott Sheard

Seconded by Pearl Ivens

That the EMS Advisory Committee recommends Council for the Town of Parry Sound authorize the Director of Development and Protective Services to enter into an MOU substantially as attached that outlines the process for the renovation and relocation of the South River EMS Base to 309 Hwy 124 South River.

Carried

9. Adjournment @ 7:06pm

Moved by Scott Sheard

Seconded by Pearl Ivens

Carried

Mar 17
2026
12.2



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

ALMAGUIN HIGHLANDS HEALTH COUNCIL AGENDA

Thursday, March 5, 2026, at 10:00 am in person
at the Township of Perry Municipal Office and via Zoom

1. CIRCULATION OF MINUTES – RESOLUTION TO ADOPT MINUTES

- a) Regular minutes of February 5, 2026

2. DECLARATION OF PECUNIARY OF INTEREST

3. DELEGATIONS

4. RESOLUTIONS TO BE PASSED | None

5. ITEMS FOR DISCUSSION

b) Updates

- i. Almaguin Highlands Family Health Team – D. Raynard
- ii. MAOHT Recruiter – D. Gravelle

c) Armour Township – Expression of Interest – New Health and Innovation Centre for its property at Pegg’s Mountain Road and Ferguson Road

d) Update from Space & Building Subcommittee – Meeting on February 23, 2026.

e) Bank Account Statement – February 2026

f) Progress Report

g) Other Business

6. ADJOURNMENT



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

ALMAGUIN HIGHLANDS HEALTH COUNCIL MINUTES

Thursday, February 5, 2026, at 10:00 am, in person & via Zoom.

Present: Margaret Ann MacPhail, Brad Kneller, David Gravelle, Deb Raynard, Shawn Jackson, Jim Ronholm, Delynne Patterson, Tom Bryson, Norm Hofstetter, Sandy Zurbrigg, Courtney Metcalf, Vickey Roeder-Martin (Vice-Chair), Sean Cotton, Dr. Sarah MacKinnon, Cheryl Harrison, David Gravelle, Sarah Cooke, Deb Duce (Secretary).

Regrets: Rod Ward (Chair), Cheryl Philip.

1. **2026.03** Moved by Brad Kneller. Seconded by Tom Bryson.
THEREFORE IT BE RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the meeting of January 8, 2026.
2. **DECLARATION OF PECUNIARY OF INTEREST: None**
3. **DELEGATIONS: None**
4. **RESOLUTIONS TO BE PASSED: None**
5. **ITEMS FOR DISCUSSION**
 - a) Updates
 - i. Recruiter – D. Gravelle - Highlights
 - The plan for recruitment of a physician who is leaving SDMC. Patients will not be orphaned.
 - Dr. Brenda Martin launched her clinic in Port Carling on February 6th.
 - Has presented to the MAOHT Collaboration Steering Committee, MAHC Board, and South Muskoka Hospital Foundation.
 - ii. SDMC – Dr. S. MacKinnon
 - Additional information on the physician recruitment plan including a pause in the opportunity for area residents receiving care outside of Almaguin to return to SDMC.
 - HCC has been notified that patients are not being attached at this time.
 - iii. Patient Family Caregiver Partner Advisory Committee – S. Zurbrigg
 - Dr. Cross, Co-Chair of the MAOHT primary care network, presented an overview to PFCPAC on January 22nd.
 - Two new partners joined the PFCPAC include a past director of Burk's Falls FHT.
 - In February the SCOPE Nurse Navigator and Mental Health Social Worker will be presenting on the services they offer to primary care providers (PCPs).
 - Dr. MacKinnon shared the value of SCOPE to PCPs include a referral for virtual mental health counselling.

- iv. Muskoka Algonquin Healthcare – C. Harrison
 - High volumes of ER patients and record setting admissions due to influenza.
 - No news on capital development from the Treasury Board – continued successful fundraising including a special upcoming event in Port Sydney with the Premier.
 - v. Almaguin Highlands Family Health Team – written report from D. Raynard.
 - No questions on content.
- b) AHHC Financial Statement – January 2026 – Information shared. No questions/comments.
- c) State of X-Ray Equipment in Burk's Falls – Discussion
 - C. Harrison shared that the lifetime of equipment is 15 to years. The Burk's Falls equipment was installed in 2001 but the volume (2000 x-rays per year – approx. 1/10 of the total for Bracebridge & Huntsville) and condition of parts (good with regular service).
 - Need to plan for the next 5 years: amount to fundraise, plan for downtime of installation.
 - **Action Items**
 - **Coordinate a second meeting of the Building Planning Subcommittee.**
 - **Connect with D. Raynard to investigate the strategic plan to address the needs/desires for AHFHT.**
 - **Determine funding restrictions due to mapping.**
- d) Building & Space Subcommittee – Schedule New Meeting
 - Discussed in above item. Will be scheduled.
- e) Need for Growth in Almaguin Highlands Family Health Team
 - Discussed in above item. Will connect with D. Raynard.
- f) Kearney & McMurrich Monteith Catchment Areas Discussion
 - Overview of feedback (email/phone calls) following letter sent to MPP Graydon Smith. No formal response received.
 - **Action Items**
 - Ask D. Raynard to share the letter sent by AHFHT to MPP Graydon Smith.
 - At the next meeting, create a resolution for all councils in Almaguin Highlands to advocate re-mapping.
 - Invite MPP G. Smith to a future AHHC meeting to speak about the issue.
 - Investigate if MAOHT has sent a letter.
 - S. MacKinnon noted that any decision regarding mapping would be from the Ministry of Health rather than Ontario Health. The AHHC will explore roles of each group.
- g) AHHC Progress Report – Quarterly
 - Following discussion it was decided to create an infographic with achievements/milestones of the AHHC. The infographic will be a part of the 'Road Show' to Local Councils to Provide Updates & Answer Questions
- h) Other Business - None

6. ADJOURNMENT

2026-04 Moved by Sean Cotton. Seconded by DeLynne Patterson.

THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:33 am to meet again, on February 5, 2025, at 10:00 am at the Township of Perry Municipal Office and via Zoom.



REQUEST FOR EXPRESSIONS OF INTEREST
Regarding

Almaguin Health & Innovation Hub
Pegg's Mountain Road Development Lands

REOI# 2026-01

ISSUE DATE: March 11, 2026

SUBMISSION DEADLINE:

April 27th, 2026

**TOWNSHIP OF ARMOUR
56 ONTARIO STREET, P.O. BOX 533
BURK'S FALLS, ON P0A1C0**

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1. **Purpose of Request for Expressions of Interest (EOI)**

The Township of Armour is seeking interested developers, healthcare service providers and other suitable parties (Respondents) who would have an interest in leading and/or supporting the creation of an Almaguin Health and Innovation Hub (AHI Hub). The AHI Hub will expand and complement the existing mix of healthcare services available to the Almaguin Highlands Region. The Township, along with regional partners recognize that access to healthcare and extended services in the region is a key concern for residents as well as a key priority for local and regional decision makers.

The purpose of this Request for Expressions of Interest (REOI) is to identify potential project partners that have an interest in bringing the AHI Hub to life.

2. **Background Information**

The Township of Armour is a single tier municipality in the District of Parry Sound. It is a small, rural community located along Highway 11, between Huntsville and North Bay. The current population is approximately 1,414 with total households numbering 1,080. The Township is an active member of the Almaguin Highlands Health Council (AHHC) along with nine other municipalities. The AHHC is a not-for-profit organization focused on retaining and expanding quality healthcare services in the Almaguin Highlands region.

In 2024, the Township of Armour acquired a ~24-acre parcel of land at the corner of Pegg's Mountain Road and Ferguson Road with a vision of creating development opportunities that benefit both township and regional (Almaguin) residents. Since the acquisition of the property, Armour Council has invested in various property studies and reports to support the 'shovel-readiness' of the property. These studies will be made available to respondents to this EOI pending an initial review or intake consultation.

The concept for the AHI Hub has been developed in partnership with private sector developers and key healthcare contacts from various organizations. The Township recognizes that the creation of the Hub is an ambitious undertaking that will likely involve the support of multiple partners across various sectors.

Please see Appendices A & B for supporting documentation which includes information regarding the property and draft design concept as well as planning and servicing considerations.

3. General Conditions

3.1 Eligibility

Before preparing an expression of interest, Respondents are advised to ensure that they can meet the following mandatory eligibility criteria. Expressions must:

- Provide an overview of the Respondent's history of either:
 - Successful commercial or public sector developments/investments
 - Continuous operation of a health, or extended health, related service (public or private sector services are welcome).
- Demonstrate a clear intent to either:
 - Create a new construction project geared to house healthcare or extended healthcare services; or
 - Establish a healthcare or extended healthcare service which is either currently unavailable locally or that fills a known gap in the local healthcare mix.

3.2 Closing Date and Time

Sealed expressions clearly marked “**Expression of Interest – Almaguin Health and Innovation Hub**” must be received by The Municipal Corporation of the Township of Armour, Attention: Dave Gray, CAO; 56 Ontario Street, P.O. Box 533, Burk's Falls, ON P0A1C0 on or before April 27th, 2026 at 12:00 pm noon.

3.3 Clarification

All inquiries regarding this Request for Expressions of Interest (REOI) shall be submitted in writing to the Chief Administrative Officer (CAO) of the Township of Armour. Questions must be received no later than seven (7) calendar days prior to the submission deadline.

Responses to substantive inquiries shall be shared publicly on the Armour Township website at the discretion of the Township in order to ensure fairness and transparency in the REOI process. The Township will not be responsible for any verbal instructions, interpretations, or information provided outside of this written clarification process.

Respondents are solely responsible for seeking clarification on any matter they consider to be unclear or ambiguous within this REOI prior to submission.

3.4 Development Structure & Land Disposition

The Township of Armour anticipates that the Almaguin Health & Innovation Hub may proceed under one of two potential land transaction models:

Fee Simple Sale of all or a portion of the Pegg's Mountain Road development lands, subject to a negotiated Development Agreement; or

Long-Term Municipal Ground Lease, whereby the Township retains ownership of the lands and enters into a long-term lease arrangement with the Lead Developer.

The Township recognizes that a long-term land lease model may provide enhanced opportunities for senior government funding participation and strategic partnership alignment, particularly where continued municipal involvement strengthens eligibility under applicable public funding programs.

The final land transaction structure will be determined through discussions with the selected proponent(s) and shall be subject to Council approval.

3.5 Scope of Desired Services

The Township of Armour, through consultation with Muskoka-Algonquin Healthcare, private sector developers, and the AHHC has identified the need for the following partners to be included in the creation of the AHI Hub.

3.5.1 Lead Developer

The Lead Developer (LD) shall work with the Township of Armour and committed project partners to create a new construction project that will house the services listed below. The Township of Armour will work with the LD to identify and apply to appropriate government funding sources (grants), proceed through the planning and permitting stages, and liaise with project partners as appropriate to facilitate the occupancy of the facility. The LD shall:

- Manage and fund the new construction project;
- Establish a facilities business plan that illustrates revenue targets to support the project.
- Establish and manage leasehold agreements for service-provider tenants

3.5.2 Healthcare & Extended Healthcare Service Providers

Healthcare & extended Healthcare Service Providers (SPs) shall indicate their intention to enter into a lease agreement with the Lead Developer to provide new

or expanded services based on the needs of the Almaguin Region. Desired services include but are not limited to:

Wellness-Related Offices	Fitness Centre	Diagnostic Imaging
Reactivation Centre	Pharmacy	Private Virtual Tele-conferencing rooms
Community Kitchen	Physiotherapy	Chiropractic Offices
Resident Accommodations	Optometrist Offices	Medical Transport Service Offices
Dialysis	Other services as appropriate	

3.6 Summary of Key Dates

Action	Date
Response to Request for EOIs Due	April 27 th , 2026
Recommendations to Council	Regular Council Meeting of Tuesday, May 12 th , 2026
Establishment of MOUs & Partnership Agreements	June 2026
Project Planning & Grant Applications	July 2026 - December 2026
Formal Agreements	January 2027
Construction Phase	Spring 2027

3.7 Term of EOI

All expressions of interest must maintain their validity for a minimum of 12 months past the date of submission.

4. Expression Content

Respondents are asked to submit an EOI which contains all of the information detailed below.

4.1 Eligibility

A statement confirming that the Respondent meets the eligibility criteria as detailed in section 3.1 above is required.

4.2 Company / Organization Profile

- Brief history of the firm including the location of head offices.
- An overview of the firm's existing projects, services, and/or operations.
- Any other information relevant to their interest in this project.

4.3 Executive Overview of Proposed Service (for SPs)

- A summary of services projected to be established.
- An overview of factors that illustrate the sustainability of the service.
- A summary of required facilities such as size of space, area, utilities requirements, etc.
- An overview of timeline projections, estimated employment levels and any other information project partners should be aware of.

4.4 Budgetary Consideration

Respondents are requested to provide an overview of service, construction, or leasehold related investments related to their interest.

4.5 Commitment

Once all expressions have been received and reviewed, selected respondents will be invited to participate in a Memorandum of Understanding (MOU) to confirm their commitment. All parties entering the MOU will form a Stakeholder Group which will assist with the development of final development consideration, project timelines, and other factors as required.

5. Evaluation Criteria

The expressions received shall be evaluated with consideration to the following:

- Suitability of the company, corporation, and their expression.
 - Developer: Experience with commercial/institutional projects.
 - Developer: Project management & advisory background.
 - Services: Preference given where a proven need/gap exists.
 - Services: Provider background and service description.
 - Services: Job creation.
- Overall quality of the expression.
- Investment breakdown.

The Township reserves the right to request respondents to address specific requirements or considerations covered in their initial expression and/or to provide additional information.

The Township will not be responsible for any cost incurred by respondents in the preparation or submission of the EOI.

The Township reserves the right to cancel this REOI at any time without penalty or cost to the Township. The Township further reserves the right to reject any, or all, expressions and to determine in its own judgment the organization/firm best qualified to participate in this EOI. The Township is not obligated to accept any expression.

6. Additional Terms and Conditions

The following additional terms and conditions shall apply to the successful respondent over the term of the engagement:

6.1 Indemnification

In the event of the creation of formal agreements resulting from accepted EOIs, the successful respondent(s) shall indemnify and hold harmless the Township, its officers, council members, agents and employees from and against all actions, claims, demands, losses, costs, damages, suits or proceedings whatsoever which may be brought against or made upon the Township and against all loss, liability, judgments, claims, suits, demands or expenses which the Township may sustain, suffer or be put to resulting from or arising out of the successful respondent's failure to exercise reasonable care, skill or diligence or omissions in the performance or rendering of any work or service required hereunder to be performed or rendered by the successful respondent, its agents, officers and employees

6.2 Insurance

Without restricting the generality of the section on Indemnification, the successful respondent(s), upon the creation of a formal contract resulting from an expression of interest, shall obtain, maintain, pay for and provide evidence of insurance coverage, taken out with insurance companies licensed to transact business in the Province of Ontario.

6.2.1 Professional Liability Insurance

The successful respondent(s) must furnish the Township at his/her cost, a Certificate of Insurance for Professional Liability Insurance coverage with a limit of not less than two million dollars (\$2,000,000) for the company or contractors who perform work on the project prior to commencement of work and at the beginning of each calendar year of the appointment period.

6.3 Laws and Regulations

The successful respondent(s) shall comply with the relevant federal, provincial and municipal statutes, regulations and by-laws pertaining to the work and its performance. The respondent/firm shall be responsible for ensuring similar compliance by its suppliers and subcontractors. The contract shall be governed by and interpreted in accordance with the laws of the Province of Ontario.

6.4 Conflicts of Interest

The successful respondent(s) will be required to indicate whether the respondent's firm or any member of the engagement team is currently employed or retained by a private or public sector client whose interests could be deemed to conflict with those of the Township with respect to this engagement. Prior to accepting the engagement, all firms are required to disclose any potential conflict of interest to Council. If a conflict does exist, as referred to above, Council may, at its discretion withhold the engagement from the firm until the matter is resolved to the satisfaction of Council.

6.5 Confidentiality

The successful respondent(s) shall not at any time before, during or after the completion of the engagement, divulge any confidential information communicated to or acquired by the successful respondent(s) or disclosed by the Township in the course of carrying out the engagement. No such information shall be used by the auditor on any other engagement without prior written approval.

6.6 Procurement Disclaimer

This REOI is not a tender or call for binding offers and no contractual obligations shall arise solely by submitting an EOI. The Township shall not be responsible for compensating any respondent for preparing or submitting an EOI. Further, the Township is not obligated to accept or proceed with any or all EOIs and shall do so at their own discretion.

6.7 Freedom of Information and Protection

Submissions received in response to this Request for Expressions of Interest are subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), R.S.O. 1990, c. M.56, as amended. Respondents are advised that information provided to the Township of Armour may be subject to disclosure in accordance with MFIPPA.

Respondents who believe that any portion of their submission contains confidential, proprietary, or commercially sensitive information must clearly identify and mark such information at the time of submission. The Township will make reasonable efforts to protect such information in accordance with MFIPPA; however, the Township does not guarantee that any information supplied will be held in confidence and shall not be liable for disclosure where required by law.

7. Errors and Omissions

The information contained in this RFP is supplied solely as a guideline for respondents and is not necessarily comprehensive or exhaustive. Nothing contained in this RFP is intended to relieve the respondents from forming their own opinions and conclusions with respect to matters herein addressed. The Township shall not be held liable for any errors or omissions in any part of this RFP.

mar 17
2026
12.3

March 8, 2026

For Immediate Release

FONOM Calls for Urgent Action Following Another Fatal Collision on Northern Highway

March 2026 – Smooth Rock Falls, Ontario

The Federation of Northern Ontario Municipalities (FONOM) is expressing deep concern and growing frustration following another fatal collision on Northern Ontario’s highway system.

On March 7, a serious collision near **Smooth Rock Falls** involving four tractor-trailers and a passenger vehicle claimed the life of a **Kapuskasing resident**, marking the **tenth highway fatality this winter on Northern highways**. FONOM extends its sincere condolences to the family, friends, and community affected by this tragic loss.

“These tragedies are becoming far too common on Northern Ontario highways,” said **FONOM President Dave Plourde**.

“Northern Ontario families should not have to live with the constant fear that a routine trip on the highway could end in tragedy. When we see collision after collision and closure after closure, it becomes painfully clear that the current situation is unacceptable. Northern Ontarians deserve the same level of highway safety that people in southern Ontario expect every day.”

FONOM notes that in **April 2023**, the **Northern Ontario Transportation Task Force**, co-chaired by former FONOM President **Danny Whalen** and **Wendy Landry**, delivered a comprehensive report to the Province of Ontario outlining recommendations to improve transportation safety, reliability, and economic connectivity across Northern Ontario.

While FONOM appreciates that some improvements have been made, many of the recommendations—particularly those related to highway safety, passing opportunities, rest areas, and improved road design—have yet to be fully implemented.

“Northern leaders have already done the work. The Transportation Task Force delivered clear recommendations to improve safety on Highways 11 and 17, yet too few of those recommendations have been implemented,” Plourde said. “Every serious collision is another reminder that improving this corridor is not just a transportation issue—it is a matter of public safety for the people who live, work, and travel in Northern Ontario.”

FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“These highways are part of the Trans-Canada system and carry billions of dollars in goods every year,” Plourde added. “They connect our communities, support our resource economy, and move essential supplies

across the country. Improving safety on these corridors is not just a Northern issue—it is a national one.”

FONOM is calling on the Province of Ontario to accelerate the implementation of the **Northern Ontario Transportation Task Force recommendations** and to work collaboratively with Northern municipalities and the federal government to modernize this critical corridor.

Despite frequent collisions and heavy truck traffic, much of Highway 11 and 17 is a two-lane, undivided roadway with no alternative route. FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“Northern Ontarians should not have to accept a higher level of risk simply because of where we live,” Plourde said. “Our communities deserve the same commitment to safe and reliable transportation infrastructure as any other part of the province.”

FONOM will continue to work with municipal partners, Indigenous leaders, and governments at all levels to advance solutions that improve safety and reliability on Northern Ontario’s highways.

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

FONOM Resolution

Urgent Action on Highway Safety – Highways 11 and 17

WHEREAS Highways 11 and 17 form the backbone of the Trans-Canada Highway through Northern Ontario and are essential corridors for the movement of people, goods, and emergency services across Canada;

AND WHEREAS these highways support Northern Ontario's resource economy, connect communities to health care and services, and carry significant national supply chains;

AND WHEREAS Northern Ontario continues to experience a troubling number of serious collisions and highway closures each year;

AND WHEREAS the tragic fatal collision near Smooth Rock Falls on March 7, 2026 involving four tractor-trailers and a passenger vehicle, resulted in the death of a Kapuskasing resident and marked the **tenth highway fatality in Northern Ontario so far in 2026**;

AND WHEREAS in April 2023, the **Northern Ontario Transportation Task Force**, co-chaired by representatives of FONOM and the Northwestern Ontario Municipal Association (NOMA), delivered a comprehensive set of recommendations to the Province of Ontario aimed at improving safety, reliability, and economic connectivity across Northern Ontario's transportation network;

AND WHEREAS Northern leaders, Indigenous partners, and transportation experts invested significant time and effort developing practical and achievable recommendations, many of which have yet to be fully implemented;

AND WHEREAS Northern Ontario residents should not have to accept a higher level of risk simply because they live, work, or travel in the North, and every preventable highway fatality underscores the urgent need for action;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) call upon the Province of Ontario to urgently accelerate the implementation of the recommendations contained within the **Northern Ontario Transportation Task Force Final Report**;

AND FURTHER THAT the Province of Ontario prioritize meaningful safety improvements along **Highways 11 and 17**, including increased passing opportunities through four-laning where feasible and expanded implementation of the **2+1 highway model** in appropriate sections;

AND FURTHER THAT the Province work collaboratively with Northern municipalities, Indigenous communities, and the Government of Canada to modernize this critical national transportation corridor;

AND FURTHER THAT the Province provide an update to Northern municipalities on the status of the Task Force recommendations and the timeline for their implementation;

AND FURTHER THAT copies of this resolution be forwarded to the Premier of Ontario, the Ontario Minister of Transportation, the Minister of Northern Economic Development and Growth, Northern Ontario Members of Provincial Parliament, Northern Members of the Canadian Parliament, and the Northwestern Ontario Municipal Association.