

Sept 16

10-1

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW 42 - 2025

Being a By-Law to confirm the proceedings of Council
Meetings: September 2, 2025

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

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

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

1. Ratification and Confirmation

That the action of this Council of the Township of McMurrich/Monteith at its meetings set out below with respect to each motion, resolution and other action passed and taken by this Council at its meetings, except where otherwise required, is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by its separate By-law.

2. Execution of all Documents

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

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 16th day of September, 2025.

Mayor
Glynn Robinson

Clerk-Treasurer
Cheryl Marshall

Sept 16

10.2

THE CORPORATION OF THE TOWNSHIP OF MCMURRICH/MONTEITH

BY-LAW # 38-2025

Being a By-law to provide for Fees Charged by the Corporation

WHEREAS the Corporation of the Township of McMurrich/Monteith charges various fees for licenses, permits and services offered by the Corporation;

AND WHEREAS Section 8 of the Municipal Act, S.O. 2001 (herein after referred to as the "Act"), provides that the powers of a municipality under the Act or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 9 of the Act provides that a municipality has the capacity, rights, power and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

AND WHEREAS Section 391 of the Act authorizes municipalities 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

AND WHEREAS Section 398 of the Act provides the Municipality with authority to add unpaid fees and charges, including any interest on the unpaid balance, to the tax roll for any real property within the Municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in the same manner as municipal taxes;

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

1. That the fees and charges as set out in Schedules "A" to "I" attached hereto and forming an integral part of this By-law are hereby established and adopted by the Council of the Township of McMurrich/Monteith.
2. That no request by any person for any information, service, activity or use of Municipal property will be provided unless and until the person requesting the information, service, activity or use of Municipal property has paid the applicable fee in the prescribed amount as set out in Schedules "A" to "I".
3. That in the event any part of this By-law is determined by a court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the by-law shall be severable and that the remainder of this by-law shall continue to operate and to be in force and effect.
4. That in the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.
5. That this By-law shall be known as the "Fees and Charges By-law".
6. That By-law #15-2022 be hereby repealed.
7. This By-law shall come into force and effect on _____, 2025.

Read a first, second and third and final reading, signed and the seal of the Corporation affixed thereto and finally passed in open Council this ____ day of _____, 2025.

Mayor

Clerk-Treasurer

Sept 2019

Township of McMurrich/Monteith
User Fees/Permits and Other Charges

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User Fees/Permits and Other Charges

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Corporate Services

[illegible]

Township of McMurich/Monteith

User Fees/Permits and Other Charges

Schedule "A" - By-law # 38-2025 - Page 2 of 8

Building Permit Fees

Permit Fees - \$12.00 per \$1,000.00 of value of total Construction Costs

Example of Permit Fee Calculation: 1,000 square foot residence x \$225.00 per square foot (construction cost) = \$225,000(value of construction), divide by 1,000 to give the value per one thousand (225,000/1,000) = 225, multiple by \$12 per \$1,000.00 value of construction = 225 x \$12 = **\$2,700.00 permit fee**

Classes of Permits	Description	Construction Cost
A permit for the construction or addition of a building or structure within the meaning of the Act and the code and which use is intended for human habitation	Residential - Single or first story	\$225.00/sq. ft.
	Residential - Upper stories or 1 1/2 or 2 stories	\$150.00/sq. ft.
A permit for the construction of foundation/basements under existing buildings	Residential - Foundations/basements under existing buildings	\$60.00/sq. ft.
A permit for the construction of a guest sleeping cabin without services	Residential	\$300.00
A permit for the construction of a guest sleeping cabin with services	Residential	\$150.00/ sq. ft.
A permit for the construction of a garage, attached or detached	Garages/Boat house	\$150.00/ sq. ft.
A permit for the construction or addition of a building or structure and which is intended to compliment the main residential use	Storage shed, fireplace, swimming pool	\$60.00/sq. ft.
A permit to alter, repair, renovate or do a material alteration to a building within the meaning of the Building Code Act and the Ontario Building Code	(at the discretion of the CBO)	\$300.00 minimum
A permit to demolish a building or a material part thereof within the meaning of the Building Code Act and the Ontario Building Code	Demolition	\$225.00
A permit to locate a building within the meaning of the Building Code Act and the Ontario Building Code	Residential - 50% of class 1, minimum permit fee	\$300.00
A permit to change the use of an existing building even though no construction is proposed	From residential	\$300.00
A permit for construction or addition of a farm building other than for human habitation	Barn, drive shed	\$37.50/sq. ft.
A permit for the construction or addition of a building within the meaning of the Building Code Act and the Ontario Building Code and which use is intended for commercial, industrial or institutional	Complete structure	\$142.50/sq. ft.
	Shell only	\$97.50/sq. ft.
A permit for plumbing installations, inside and outside, not included in a complete building package and would include but not be limited to additions and major repairs	Minimum permit fee	\$300.00
Annual permit maintenance fee	Fee	\$235.00
Minimum permit fee	Minimum permit fee	\$300.00
Re-inspection due to incomplete work or uncorrected deficiencies	Fee	\$150.00
Shipping container	Shipping container	\$225.00
Paper submission	For paper application with PDF drawings	\$55.00
	For complete paper-based submission	\$100.00
Permit file maintenance fee	Permits that have been dormant for a year or more	\$125.00
Building without a permit	2 times the building permit fee	Minimum \$600.00
Orders issued	Fee	\$150.00
Registering a Building Code Act Order on title	Fee	\$1,060.00

Township of McMurrich/Monteith

User Fees/Permits and Other Charges

Schedule "A" - By-law # 38-2025 - Page 3 of 8

Animal Control

Description	Effective Date	2025	2026	2027	2028	2029
Dog license - per dog - lifetime	Jan 1st	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Dog license - per dog - first dog	Jan 1st	\$17.00	\$17.00	\$18.00	\$18.00	\$19.00
Dog license - per dog - second dog	Jan 1st	\$22.00	\$22.00	\$23.00	\$23.00	\$24.00
Dog license - per dog - third dog	Jan 1st	\$27.00	\$27.00	\$28.00	\$28.00	\$29.00
Dog license - per dog - fourth dog	Jan 1st	\$32.00	\$32.00	\$33.00	\$33.00	\$34.00
Private kennel (5 - 20 dogs)	Jan 1st	\$185.00	\$185.00	\$190.00	\$190.00	\$195.00
Commercial kennel (21 + dogs)	Jan 1st	\$250.00	\$250.00	\$275.00	\$275.00	\$300.00
Replacement license	Jan 1st	\$7.00	\$7.00	\$8.00	\$8.00	\$9.00
Pickup fee	Jan 1st	\$60.00	\$60.00	\$65.00	\$65.00	\$70.00
Dog redemption - daily impound fee per day	Jan 1st	\$35.00	\$35.00	\$40.00	\$40.00	\$45.00

Roads

Description	Effective Date	2025	2026	2027	2028	2029
Entrance driveway permit - non -refundable	Jan 1st	\$600.00	\$600.00	\$625.00	\$625.00	\$650.00
Shore Road/Road application - deposit	Jan 1st	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Shore Road/Road application - fee + HST	Jan 1st	\$630.00	\$700.00	\$700.00	\$700.00	\$700.00
Shore Road/Road application - cost of land per sq. ft. + HST	Jan 1st	\$0.65	\$0.67	\$0.69	\$0.70	\$0.72
Open Cut/Bore Road application - deposit	Jan 1st	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Open Cut/Bore Road application - fee + HST	Jan 1st	\$250.00	\$275.00	\$275.00	\$300.00	\$300.00

User Fees/Permits and Other Charges

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Waste Management

Description		Effective Date	2025	2026	2027	2028	2029
Construction, Demolition & Agricultural Materials							
Minimal fee - waste other than non-recyclable garbage	Jan 1st	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
1/2 ton truck or 4' X 8' trailer (less than 50%)	Jan 1st	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00
1/2 ton truck or 4' X 8' trailer (more than 50%)	Jan 1st	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00
Non-Recyclable Waste							
Free Bags - up to 50 per year							
Per bag - maximum 30" X 36" or 128 litres	Jan 1st	No charge	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Per bag - maximum 35" X 50 " or 205 litres	Jan 1st	No charge	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
1/2 ton truck or 4' X 8' trailer	Jan 1st	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00	\$150.00
Appliances - Refrigerator, Freezer, Air Conditioners, etc.							
Tagged and Freon removed	Jan 1st	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Untagged	Jan 1st	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00
Bulky Items							
Furniture (such as chairs, loveseat, sofa), toilets (each)	Jan 1st	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Mattress, boxspring (each)	Jan 1st	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Truck caps, fiberglass /plastic	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Boat - per foot (maximum 20 feet)	Jan 1st	\$10.00/ft	\$10.00/ft	\$10.00/ft	\$10.00/ft	\$10.00/ft	\$10.00/ft
Tires - under Ontario Tire Stewardship Program	Jan 1st	Free	Free	Free	Free	Free	Free
Yard Waste & Brush - Grass Clippings, Leaves, Brush, etc.							
Per bag/bin	Jan 1st	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
1/2 ton truck (low 40%)	Jan 1st	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
1/2 ton truck (heavy 100%)	Jan 1st	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
PLEASE NOTE: This is not an all-inclusive listing. If items do not fall under categories listed above, they may be "Specialty Items", which may or may not be accepted. Contact the Public Works Supervisor for clarification.							

Township of McMurrich/Monteith

User Fees/Permits and Other Charges

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Planning						
Description	Effective Date	2025	2026	2027	2028	2029
Zoning By-law amendment - minor - deposit	Jan 1st	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Zoning By-law amendment - minor - fee + HST	Jan 1st	\$945.00	\$950.00	\$950.00	\$950.00	\$950.00
Zoning By-law amend. - removing Holding (H) designation - fee + HST	Jan 1st	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Zoning By-law amend. - removing Holding (H) designation - fee + HST	Jan 1st	\$475.00	\$500.00	\$500.00	\$500.00	\$500.00
Zoning By-law amendment - major - deposit	Jan 1st	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Zoning By-law amendment - major - fee + HST	Jan 1st	\$1,785.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Deeming By-law - deposit	Jan 1st	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Deeming By-law - fee + HST	Jan 1st	\$325.00	\$330.00	\$330.00	\$330.00	\$330.00
Minor variance - fee + HST	Jan 1st	\$735.00	\$750.00	\$750.00	\$750.00	\$750.00
Severance application (consents) - fee + HST	Jan 1st	\$580.00	\$600.00	\$600.00	\$600.00	\$600.00
Subdivision/Condo applications - deposit	Jan 1st	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Subdivision/Condo applications - fee + HST	Jan 1st	\$2,730.00	\$2,775.00	\$2,775.00	\$2,775.00	\$2,775.00
Official Plan amendment - deposit	Jan 1st	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
Official Plan amendment - fee + HST	Jan 1st	\$1,785.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00
Official Plan & Zoning By-law amendment - deposit	Jan 1st	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Official Plan & Zoning By-law amendment - fee + HST	Jan 1st	\$1,900.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Site Plan agreements - minor - deposit	Jan 1st	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Site Plan agreements - minor - fee + HST	Jan 1st	\$945.00	\$950.00	\$950.00	\$950.00	\$950.00
Site Plan agreements - major - deposit	Jan 1st	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Site Plan agreements - major - fee + HST	Jan 1st	5% of cost of site work	5% of cost of site work	5% of cost of site work	5% of cost of site work	5% of cost of site work
Site Plan agreements - major - minimum fee + HST	Jan 1st	\$1,900.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Site Plan agreements - major - maximum fee + HST	Jan 1st	\$6,300.00	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00
Site Plan Agreements - amendment - fee + HST	Jan 1st	\$520.00	\$530.00	\$530.00	\$530.00	\$530.00
Site Plan Agreement - title release - deposit	Jan 1st	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
Site Plan Agreement - title release - fee + HST	Jan 1st	\$325.00	\$330.00	\$330.00	\$330.00	\$330.00
Solar project application and review - fee + HST	Jan 1st	\$525.00	\$550.00	\$550.00	\$550.00	\$550.00
Pre-consultation - 1st meeting	Jan 1st	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pre-consultation - 2nd & subsequent meeting(s) - fee + HST	Jan 1st	\$210.00	\$220.00	\$220.00	\$220.00	\$220.00
Ontario Land Tribunal - filing fee + HST	Jan 1st	\$700.00	\$700.00	\$700.00	\$700.00	\$700.00

* All fees incurred for any of the applications listed above are the responsibility of the applicant. If the deposit does not cover all of these costs, the applicant shall be billed for the difference.

** Any significant changes requiring a re-submission of the original application and supporting documents will be subject to a 50% increase to the initial administrative fee.

*** Where an approval under the *Planning Act* is sought for a development which exists or is under construction, and is in contravention of the requirements of the Township, an additional administrative/processing fee in the amount of 75% of the respective application fee, as defined herein, shall be required at the time of the submission of the application.

User Fees/Permits and Other Charges

Schedule "A" - By-law # 38-2025 - Page 6 of 8

Cemetery

Cemetery		Effective Date	2025	2026	2027	2028	2029
Description							
PLOTS							
Single plot - Care & maintenance	Jan 1st	\$290.00	\$290.00	\$290.00	\$290.00	\$290.00	\$290.00
Single plot - General fund	Jan 1st	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00
Single plot - Corner posts (4)	Jan 1st	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
Single plot - HST	Jan 1st	\$117.00	\$117.00	\$117.00	\$117.00	\$117.00	\$117.00
Total cost - Single plot	Jan 1st	\$1,017.00	\$1,017.00	\$1,017.00	\$1,017.00	\$1,017.00	\$1,017.00
Single plots are 3 feet X 10 feet and are for a single casket and up to 3 cremated remains							
CREMATION							
Cremation - Care & maintenance	Jan 1st	\$290.00	\$290.00	\$290.00	\$290.00	\$290.00	\$290.00
Cremation - General fund	Jan 1st	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00
Cremation - Corner posts (4)	Jan 1st	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00
Cremation - HST	Jan 1st	\$100.75	\$100.75	\$100.75	\$100.75	\$100.75	\$100.75
Total cost - Cremation	Jan 1st	\$875.75	\$875.75	\$875.75	\$875.75	\$875.75	\$875.75
Cremations are for a minimum of 1 X 1 X 3 and a maximum of 1.5 X 1.5 X 3							
OPENING & CLOSING							
Single grave - plus HST	Jan 1st	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00
Cremation & Child - plus HST	Jan 1st	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
MARKER INSTALLATION							
Flat marker - 173 square inches or more - plus HST				Care and maintenance - \$100			
Pillow or slant slope monument - plus HST				Care and maintenance - \$100			
Upright marker up to 4 feet in height or width - plus HST				Care and maintenance - \$200			
Upright marker over 4 feet in height and width - plus HST				Care and maintenance - \$400			
TRANSFER FEES							
Transfer fee - plus HST	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
COLUMBARIUM							
Niche	Care & Maintenance	General Fund	Wreath Plaque	Cost	HST	Total	
Single - Top	\$165.00	\$540.00	\$250.00	\$955.00	\$124.15	\$1,079.15	
Single - Middle	\$165.00	\$450.00	\$250.00	\$865.00	\$112.45	\$977.45	
Single - Bottom	\$165.00	\$360.00	\$250.00	\$775.00	\$100.75	\$875.75	
Maximum Urn Size - 5 1/2"W x 10"D x 10"H							
First opening & closing cost of \$250 included in cost of purchasing Niche							
Second cost of opening & closing Niche = \$250.00 + HST = \$282.50							

User Fees/Permits and Other Charges

Schedule "A" - By-law # 38-2025 - Page 7 of 8

By-Law Enforcement

By-Law Enforcement Administrative Fees						
Description	Effective Date	2025	2026	2027	2028	2029
Fees invoiced to property owner when an investigation confirms their property doesn't comply with a Township By-Law						
Issuance of 1st warning letter/notice	Jan 1st	no charge	no charge	no charge	no charge	no charge
Issuance of 2nd warning letter/notice	Jan 1st	\$110.00	\$125.00	\$125.00	\$125.00	\$125.00
Issuance of 3rd warning letter/notice, if warranted	Jan 1st	\$220.00	\$250.00	\$250.00	\$250.00	\$250.00
Fees for services and materials expended by the Township in carrying out work required in the removal or alteration of any building or structure in contravention	Jan 1st	Township's expenses + 10%	Township's expenses + 10%	Township's expenses + 10%	Township's expenses + 10%	Township's expenses + 10%
Issuance of a summons	Jan 1st	\$560 + legal fees	\$570 + legal fees	\$570 + legal fees	\$570 + legal fees	\$570 + legal fees

HST is to be added to all fees listed above

Sprucedale Community Centre

Sprucedale Community Centre						
Description	Effective Date	2025	2026	2027	2028	2029
Daily rental - less than 4 hours	Jan 1st	\$100.00	\$100.00	\$105.00	\$105.00	\$110.00
Daily rental - more than 4 hours	Jan 1st	\$200.00	\$205.00	\$205.00	\$210.00	\$215.00
Funeral/Celebration of Life events - Monday to Friday	Jan 1st			Rental Fees Waived		
Cleaning/Damage Deposit (Added to rental fee)	Jan 1st	\$150.00	\$155.00	\$155.00	\$160.00	\$160.00
Lost key to Community Centre	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Sound System Rental Deposit	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Rink Surface (includes washrooms) - less than 4 hours	Jan 1st	\$100.00	\$100.00	\$105.00	\$105.00	\$110.00
Rink Surface (includes washrooms) - more than 4 hours	Jan 1st	\$200.00	\$205.00	\$205.00	\$210.00	\$215.00
Sprucedale Senior Friendship Club (SSFC) - Monday only	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Bartender #1 (price per hour) - first 100 people for attendance	Jan 1st	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
Bartender #2 (price per hour) - needed when more than 100 people in attendance	Jan 1st	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
All rental fees for the Sprucedale Community Centre are reduced by 50% when the rental is being held by a non-profit or charitable organization						
HST is to be added to all fees listed above						

User Fees/Permits and Other Charges

Schedule "A" - By-law # 38-2025 - Page 8 of 8

Fire Department

Description		Effective Date	2025	2026	2027	2028	2029
Fire inspection		Jan 1st	\$100.00	\$100.00	\$100.00	\$110.00	\$110.00
Fire summary report for insurance		Jan 1st	\$100.00	\$100.00	\$100.00	\$110.00	\$110.00
Open burning permit - 6 day period (includes consumer fireworks)		Jan 1st	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Open burning permit - annual fire seasonal period (Apr 1 - Oct 31)		Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Open burning permit - incinerator (burn barrel) - (Apr 1 - Oct 31)		Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Open burning permit - display fireworks - per event		Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$55.00
Emergency fire fighting service charges		Jan 1st	Cost for fire apparatus as per current MTO rates, plus total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of vehicle fire or motor vehicle collision				

HST is to be added to all fees listed above

Administrative Monetary Penalty System

Administrative Monetary Penalty System						
Description	Effective Date	2025	2026	2027	2028	2029
Late Payment Fee	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
MTO Plate Denial Fee	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
MTO Search Fee	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Screening No Show Fee	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Hearing No Show Fee	Jan 1st	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Adjudication Fee Hearing Officer Decision	Jan 1st	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
HST is to be added to all fees listed above						

Sept 16
10.3

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

BY-LAW # 39-2025

**Being a By-law to provide for the Administration and Enforcement of the
Building Code Act, 1992, S.O. 1992 c. 23 within the Township of
McMurrich/Monteith and to repeal By-law #06-2024**

WHEREAS the Building Code Act, 1992, S.O. 1992, c. 23 as amended, empowers Council to pass certain by-laws respecting building permits and inspections;

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

THAT building permits will be required for the construction, erection, alteration, repair, removal, relocation and the change of use of all buildings or structures within the Township of McMurrich/Monteith, that the building permits will be required for plumbing installations not included in the complete building package and would include but not be limited to additions and major repairs; that all permits issued by the Chief Building Official (CBO) shall comply with the provisions of the Official Plan and requirements of the Zoning By-law, that all permits will be issued by the CBO and all inspections will be performed by the CBO or Building Inspector for the Township of McMurrich/Monteith in accordance with this By-law and the Ontario Building Code.

1. SECTION 1 - SHORT TITLE

- 1.1 This By-law may be cited as the "Building By-law"

2. SECTION 2 - DEFINITIONS

- 2.1 In this By-law,

2.1.1 **"Act"** means the Building Code Act, 1992, as amended, including amendments thereto.

2.1.2 **"As Constructed Plans"** means as defined in the Building Code.

2.1.3 **"Building"** means as defined in Section 1. (1) of the Act.

2.1.4 **"Building Code"** means the Regulations made under Section 34 of the Building Code Act.

2.1.5 **"CBO"** means the Chief Building Official or his designate appointed by the By-law of The Municipal Corporation of the Township of McMurrich/Monteith for the purposes of enforcement of the Act, the Building Code and the Building By-law.

2.1.6 **"Corporation"** means The Municipal Corporation of the Township of McMurrich/Monteith.

2.1.7 **"Farm Building"** means as defined in Part 2 of the 2024 OBC, including Group G classifications.

2.1.8 **"House"** definition is deleted to reflect the 2024 OBC.

2.1.9 **"Permit"** means written permission or written authorization from the CBO to perform work regulated by this By-Law, the Act and the Building Code.

- 2.1.10 **"Permit File Maintenance Fee"** means a fee charged when a request is made for an inspection of a permit that has been issued for more than 18 months.
- 2.1.11 **"Special Inspection"** means an inspection that is requested and carried out not in connection with a permit, at the discretion of the Chief Building Official.
- 2.1.12 **"Annual Permit Maintenance Fee – Non-Refundable"** means a fee charged annually for permits that have been issued, and have not passed a Final Inspection within 18 months from the date of permit issuance.
- 2.1.13 **"Construction Revision"** means revised drawings required as a result of inspection revealing construction that has not been carried out in accordance with the permit drawings.
- 2.1.14 **"Dormant Building Permit Review"** means a review by the Chief Building Official or his designate of a dormant building permit file.
- 2.1.15 **"Dormant Building Permit"** means a building permit that has been issued for more than 18 months, and has not had any inspection requested or carried out in the past 12 months.
- 2.1.16 **"Permit Revision Drawings"** mean drawings that are submitted for review and an amendment to the permit drawings as per Subsection (12) of the Building Code Act.
- 2.1.17 **"Plumbing"** means plumbing as defined in Section 1(1) of the Building Code Act.
- 2.1.18 **"Re-inspection"** means an inspection that is required due to the work subject to inspection not being completed at the time of the original request for inspection.
- 2.1.19 **"Remedy Unsafe Permit"** means a permit that has become necessary due to a building being determined to be unsafe by the Chief Building Official.
- 2.1.20 **"Sewage System"** means a sewage system as defined in the Building Code.

3. **SECTION 3 - CLASSES OF PERMITS**

- 3.1 Classes of permits with respect to construction, renovation, demolition, and change of use of buildings shall be set out in Schedule "A" to this By-law.

4. **SECTION 4 - REQUIREMENTS FOR APPLICATIONS**

- 4.1 All building permit submissions are now required to be submitted through the municipal online portal known as Cloudpermit unless permission is given to submit a paper-based application. A link to Cloudpermit is on the municipal website. Each paper application for a permit shall, unless otherwise specified by the Chief Building Official, be accompanied by two (2) sets of the plans, specifications and other documents which the municipality will use to convert your paper-based submission to digital, and enter the application and supporting documents into Cloudpermit. Only one copy is required if submitted through Cloudpermit. Should the applicant request to provide a paper-based permit submission, a fee as outlined in the User Fees and Services Charges By-law will be charged.

- 4.2 All applications shall include a statement, signed by the property owner, setting out the purpose for which the building permit is intended.
- 4.3. Where application is made for a building permit under subsection 8(1) of the Act, the application shall:
- 4.3.1 Identify and describe in detail the work and the occupancy to be covered by the permit for which application is made.
 - 4.3.2 Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot.
 - 4.3.3 Include a minimum of two sets of complete plans and specifications for the work to be covered by the permit and show the occupancy of all parts of the building.
 - 4.3.4 State the valuation of the proposed work including materials and labour and be accompanied by the required fee.
 - 4.3.5 State the names, addresses and telephone numbers of the owner and of the architect or engineer, where applicable, or another designer or contractor.
 - 4.3.6 Be accompanied by a written acknowledgment of the owner that he has retained an architect or professional engineer to carry out the field review of the construction where required by the Building Code and,
 - 4.3.7 Be signed by the owner or his or her authorized agent who shall certify the truth of the contents of the application.
- 4.4 The prescribed forms for permits in **class 1,2,3,4,5,6,7,8,9,10 and 11** may include but not be limited to:
- (a) an application
 - (b) a site plan
 - (c) building plans or drawings including
 - (i) floor plans
 - (ii) cross section
 - (iii) elevation drawings
 - (d) certificate of approval for septic system
 - (e) entrance permit
 - (f) civic address property identification number
- 4.5 Where an application is made for a demolition permit, under subsection 8.1 of the Building Code Act, the owner or agent shall file an application in writing on a municipal form.
- 4.6 Where an application is made for a change of use, subsection 10(1) of the Building Code Act, of an existing building, the application shall:
- (a) describe the building in which the occupancy is to be changed, by a description that will readily identify and locate the building;
 - (b) identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made with sufficient information to establish compliance with the requirements of the Building Code;
 - (c) be signed by the owner of the property who shall certify the truth on the contents of the application.
- 4.7 Where an application is made for plumbing permit, **class 12** permit, the application shall include:
- (a) an application
 - (b) drawings
 - (i) for a drainage system, existing and proposed addition or repairs;

- (ii) for venting systems, proposed addition or existing and repairs;
- (iii) for a water system, proposed addition or existing and repairs;
- (iv) for sewage system, proposed addition or existing and repairs;

4.8 Alternative Solutions

The person proposing an alternative solution shall provide the documentation required by Section 2.1 DIV C of the Ontario Building Code.

4.9 Revisions to Plans

- 4.9.1 Where drawings, specifications or other documentation is submitted as a request for change on a permit already issued, a review of the change must be performed by the Chief Building Official and written authorization given prior to the change taking place at the project site.
- 4.9.2 The processing of the supplementary/alterd information is subject to a revision fee which is specified in the User Fees and Services Charges By-law.

4.10 Review of Permits

- 4.10.1 Whereas Div. C, 1.3.1.3. of the Building Code specifies time periods for processing a complete application, if during review of an application, it is found to be incomplete or found to contravene applicable law, the Chief Building Official will advise the applicant and give the reasons in writing for the determination.
- 4.10.2 If an application has been found to be incomplete or contravenes applicable law, review of the application will be suspended and is no longer subject to the time periods set out in the Building Code.
- 4.10.3 Where 4.10.1 above has been applied, review of an application will be resumed when all of the required documentation has been provided which corrects the deficiency identified within the context above, and the re-submission fee has been paid.

4.11 Revocation of Permits

In accordance with Section 8. (10), subject to section 25 of the Act, CBO may revoke a permit issued under this Act;

- a) if it was issued on mistaken, false or incorrect information;
- b) if, after six months after its issuance, the construction or demolition in respect of which it was issued has not, in the opinion of the CBO, been seriously commenced;
- c) if the construction or demolition of the building is, in the opinion of the CBO, substantially suspended or discontinued for a period of more than one year;
- d) if it was issued in error;
- e) if the holder requests in writing that it be revoked;
- f) if a term of the agreement under clause (3)c (Conditional Permits) has not been complied with Building Code Act, 1992, S.O. 1992, c. 23, s8 (10).

5. SECTION 5 – TRANSFER OF PERMITS

- 5.1 If land changes ownership after a building permit has been issued, a building permit may be transferred to the new owner for a fee in accordance with the Township of McMurrich/Monteith's User Fees and Services Charges By-law.
- 5.2 When a building permit is transferred, the new owner assumes all responsibility and may be required to provide additional information and, if necessary, proof of engagement of a design professional.

5.3 Legibility

All plans submitted must be legible and drawn to scale upon paper or other suitable and durable material.

6 SECTION 6 - PLANS & SPECIFICATIONS

- 6.1 Sufficient information shall be submitted with each application for a permit to enable the CBO to determine whether or not the proposed construction, demolition or change of use will conform with the Act, the Building Code and any other applicable law.
- 6.2 Plans vary depending on the type of construction and may require all or any part of the following:
- (a) the site plan sketch
 - (b) floor plans
 - (c) foundation plans
 - (d) framing plans
 - (e) roof plans
 - (f) sections and details
 - (g) building elevations
 - (h) electrical drawings
 - (i) heating, ventilation and air conditioning drawings
 - (j) plumbing drawings
 - (k) sewage system
 - (l) storm water management plan
 - (m) shoreline rehabilitation plan
 - (n) site alteration rehabilitation plan
 - (o) environmental impact / site assessment plan

7. SECTION 7 - SITE PLAN DRAWINGS

- 7.1 Site plan drawings shall be referenced to an up-to-date survey, if available. New surveys will only be required when needed to demonstrate compliance with the Act, the Building Code, the Municipal Zoning By-law or any other applicable law. Waterfront development shall require a site plan drawing by an Ontario Land Surveyor.

Required Format for All Ontario Land Surveyor Drawings

1. Format: PDF files scaled to print 11" x 17"
2. Scale: Maximum – 1:200 Minimum – 1:1,000
3. All Site Plan drawings shall have both a linear scale and a graphical (bar) scale in both metric and imperial units.
4. Key Plan: (scale 1:50,000) showing:
 - i) Location of the property in relation to:
 - major roads, laneways and waterfront
 - adjacent properties showing constructed features
 - natural drainage
 - ii) Adjacent property owned by the applicant or in which the applicant has a monetary interest
 - iii) North Arrow
5. Title Block showing:
 - i) Name and location of the subject development with a north arrow
 - ii) Owners name
 - ii) Title of the drawing
 - iv) Name of the company / person who prepared the drawing
 - v) Linear and graphical (bar) scales – both required
 - vi) Date the drawing was prepared
6. Revisions Block showing:
 - i) Dates of all revisions made to the drawing
7. Signature Block with space reserved for Engineer (P.Eng.), Architect(OAA), Landscape Architect (OALA) or Planner (RPP/CIP) stamps if required.

8. Site summary chart including the following information:
 - i) Total site area (includes waterfront development)
 - ii) Total ground floor area
 - iii) % of site to be covered by buildings (includes waterfront development)
 - iv) % of site to be landscaped
 - v) Total number of parking spaces required by the Zoning –By-law
 - vi) Total number of parking spaces provided
 - vii) Total number of units, if applicable
 - viii) Site density (net/gross), if applicable
- 7.2 Verification by an Ontario Land Surveyor of by-law compliance may be required before proceeding past foundation state, if required by the CBO.
- 7.3 Site plan drawings shall show:
 - a) lot size and dimensions of property lines
 - b) existing buildings and setbacks from property lines
 - c) proposed buildings and set back from property lines
 - d) existing and finished ground levels or grades, drainage patterns and storm water outlets
 - e) flood plain areas
 - f) existing rights-of-way or easements
- 7.4 Additional site plan requirements for waterfront development (see also McMurrich/Monteith Official Plan 2.2.17)
 - a) For all new development, a natural vegetative buffer of not less than 15 m. (49.2 ft.) in depth along the designated shoreline or watercourse with a landscaped corridor not greater than 9 m (29.5 ft.) in width for access between any proposed development and the shoreline. Council may require that a professional competent in shoreline landscaping be engaged to prepare a shoreline vegetation management plan suitable for conserving and sustaining the natural environment.
 - b) Location of dockage, boat houses, fuel storage areas, and beach / swimming areas.
 - c) Exact location of the normal highwater mark and the Regulatory Flood Elevation, including the finished floor level (if available) defined by MNRF as required in Section 2.3 of the McMurrich/Monteith Township Official Plan.
 - d) Flood proofing plans if required by the Chief Building Official in accordance with Appendix 6 of the Ministry of Natural Resources & Forestry Technical Guide: River and Stream Systems: Flooding Hazard Limit.
 - e) Where deemed necessary, a soils report which identifies site soil characteristics including soil type, depth, leaching characteristics, depth to water table, and mitigation measures for any soil deficiency related to a proposed use. The soils report may also address slope stability and erosion concerns based on the nature of the proposal and existing site conditions.
 - f) Where deemed necessary, a groundwater or surface water quality impact study which shows the impact of the proposed use on water quality and how this impact can be effectively minimized.
 - g) Where deemed necessary, a fisheries habitat assessment of the existing shoreline or stream with recommendations on how the existing habitat conditions can be preserved and/or enhanced.
 - h) Where deemed necessary, a screening plan showing how the proposed uses will be screened from view or how the existing aesthetic landscape of the waterfront will be preserved or enhanced;
 - That a private well for an individual on-site water service can be located without danger of contamination by any on-site or off-site sewage system; and/or
 - That suitable conditions exist for an individual on-site sewage disposal system.

8. SECTION 8 – FIRE ACCESS ROUTE CONSIDERATION

8.1 The Design of all required fire access routes shall be completed by the qualified designer of the project. All fire access routes shall be designed in conformance with Part 3 of the Ontario Building Code (including Part 9 buildings of the Ontario Building Code) unless an exemption is noted below. The following is a general outline of the requirements for access route, however all projects are subject to the municipality's approval. Additional requirements may be required based on an individual project basis.

8.1.1 The design of a fire access route for residential buildings shall be in accordance with Part 3 of the Ontario Building Code, if the project consists of more than 3 dwelling units or the route of travel from the road way to the building exceeding 400' in length. Sprinklers shall be considered as an alternative solution when Part 3 access routes requirements cannot be met.

8.1.2 The fire access route for Part 9 buildings that are serviced shall be provided to a building face in accordance with Part 3 of the Ontario Building Code. An access opening in accordance with Part 9 can be used as the principal entryway when designing the fire access route. Location of existing fire hydrants must be indicated and considered in the design.

8.1.3 The fire access route for Part 9 buildings located in the rural areas shall be to a building face with an access opening in accordance with Part 3 of the Ontario Building Code. Part 3 water supply requirements may be omitted, unless multi-residential units are incorporated into the design. Water availability from neighboring properties can be used provided that legal access is presented to the town.

9. SECTION 9 - PAYMENT OF FEES

9.1 Fees for a required permit shall be as set out in the current Township of McMurrich/Monteith's Fee By-law.

9.2 Any owner who commences construction without first obtaining and posting a building permit shall be charged double the fee and also is liable to the penalties provided by the Ontario Building Code Act.

9.3 Where the fees payable in respect of an application for a construction permit are based on a floor area, floor area shall mean the total space of all storeys above grade (or below grade for an underground home) measured as the horizontal area between the exterior walls of the building.

9.4 Where the fees payable in respect of an application for a construction permit are based on the cost of valuation of the proposed work shall mean the total costs of all work regulated by the permit including the cost of all material, labour, equipment, overhead and professional and related services.

9.5 The permit fees paid are for the review of the permit documents, creation and maintenance of the permit file and the required inspections if completed within 18 months of the permit issuance. If the project remains incomplete or the required inspections have not been requested and carried out within the 18 months, a "Annual Maintenance Fee" fee will apply.

9.6 Re-Inspection Fee:

Where an inspector attends to a building site in response to a Notice given by a Permit Holder under 1.3.5.1. Division C or 1.3.5.2. Division C of the Ontario Building Code, and the construction is not ready for inspection, a re-inspection fee will be charged and be payable prior to an inspector re-attending the site.

- 9.7 Revised Plans Review – Existing Permits Fee:
This fee will apply for existing building permits in which revised plans are re-submitted.
- 9.8 Annual Permit Maintenance Fee:
Building permits issued after the date of the passing of this By-law will be subject to an annual fee as identified in the User Fees and Services Charges By-law if the works for which a permit was issued does not pass a Final Inspection within 18 months from the date of permit issuance. Any unpaid portion of the permit maintenance fee will then be added to the owner's property tax roll.
- 9.9 Permit File Maintenance Fee:
When a request is made for an inspection of a permit that has been issued for more than 18 months and has not passed a Final Inspection, a Permit File Maintenance Fee will be charged and be payable prior to an inspector attending the site.

10. **SECTION 10 – REFUNDS**

- 10.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule "B" attached to and forming part of this By-law. Application for refund must be made within 6 months of the date of permit application in order to be eligible for a refund of any permit fees.

11. **SECTION 11 – POSTING OF PERMITS**

- 11.1 All permits are required to be posted in a location that is visible from the road on the property in respect of which the permit was issued.

12. **SECTION 12 - NOTICE REQUIREMENTS FOR INSPECTIONS**

- 12.1 The owner or an authorized agent shall notify the Chief Building Official at least two (2) Municipal Office business days prior to each stage of construction for which notice in advance is required under the Building Code. In addition to the prescribed notice contained in 1.2.5.1. DIV C of the Building Code, notice of any solid fueled fire appliance rough-in 1.3.5.2.(1)(c) is also required.

Notice of completion is also required in accordance with subsection 11(2) of the Building Code Act.

- 12.2 Notice shall be given in one of the following ways:
1. Preferred – Online through the Building Department's Cloudpermit inspection request portal.
 2. Phone message given to the Township of McMurrich/Monteith Building Department at (705) 685-7901.
 3. E-mail to buildingadmin@mcmurrichmonteith.com
 4. In person at the Township of McMurrich/Monteith Building Department Counter.
- 12.3 Notice must include the permit number, name of person requesting the inspection, type of inspection requested, civic address of property and name of owner. A contact number must be provided if you wish to receive confirmation of receipt of your request or for a contact number for the inspector.

The drawings and specifications approved by the Township of McMurrich/Monteith must be on site at the time if the requested inspection.

- 12.4 Inspections may be required for any or all, but is not limited to, the following stages:
- a) Footings
 - b) Backfill
 - c) Underslab Plumbing
 - d) Plumbing Rough-In
 - e) Insulation
 - f) Mechanical Rough-In
 - g) Framing
 - h) Air Barrier
 - i) Fire Protection
 - j) Fire Access Routes
 - k) Solid Fuel Fired Appliances
 - l) Plumbing Final
 - m) HVAC Final
 - n) Occupancy
 - o) Final
- 12.5 Occupancy and Completion of a Building
In addition to the regulations of Subsection 11. (1) of the Building Code Act which provide that no person shall occupy or use, or permit to be occupied or used, any building newly erected or renovated until notice of the date of this completion is given to the Chief Building Official (as per Div. C, 1.3.3.1 (1) of the Building Code), the following requirements must also be fulfilled:
- a) An inspection request is made and approved pursuant to such notice as outlined in Subsection 14.1 of this by-law.
 - b) The occupancy inspection took place as requested and was deemed to be complete.
 - c) There has been prior compliance with any order made by the Chief Building Official pursuant to the provisions of this by-law or Order of the Building Code Act or regulations.
- 12.6 Final Inspections are required prior to closing a building permit. They may be in conjunction with or subsequent to a required occupancy permit.
- 12.7 It is the responsibility of the owner of the property to request a final inspection (once all other inspections have been completed and passed) on all projects at the time of substantial completion.
- 12.8 Should there be any changes at any time to the Building Code Act which creates a conflict with the requirements stated; the Act shall supersede this by-law.

13. SECTION 13 - AS CONSTRUCTED PLANS

- 13.1 On completion of the construction of a building, or part of a building, the Chief Building Official may require a set of "as constructed" plans, including a plan of survey showing the location and confirming the elevation of the building.

14. SECTION 14 - ABANDONED APPLICATIONS

- 14.1 An application for a Permit is considered to have been abandoned by the Applicant where:
- (a) the application is incomplete and remains incomplete six months after it was submitted; or,
 - (b) the application is complete, a Permit is available to be issued, and six months have elapsed from the date upon which the municipality e-mailed notification of the Permit availability to the Applicant's address shown on the application.
- 14.2 Significant Progress
In regards to all buildings, significant progress shall be shown on a project within one (1) year from date of issuance of the permit and in the following two

(2) years, or the permit may be revoked at the discretion of the Chief Building Official. Should there be any changes at any time to the Building Code Act which would create a conflict with the time periods states, the Act shall supersede this By-law (as per 35. (1) of the Act).

15. SECTION 15 – TOWNSHIP PROPERTY

- 15.1 Plans and specifications furnished according to this By-law or otherwise required by the Act become the property of the Township and will be retained in accordance with relevant legislation.

16. SECTION 16 - ENFORCEMENT

- 16.1 This By-law shall be enforced pursuant to the provisions of Section 15 of The Ontario Building Code Act, as amended.

17. SECTION 17 - PENALTIES

- 17.1 Any person who fails to comply with an order issued pursuant to this By-law is guilty of an offence and, upon conviction, is subject to a penalty provided by the Building Code Act and/or the Provincial Offences Act.

18. SECTION 18 - POWER OF MUNICIPALITY TO REPAIR OR DEMOLISH

- 18.1 Where an owner or occupant of the property fails to take such steps as may be necessary to bring the property into compliance with this By-law, the Municipality, or a person acting on its behalf, shall:
- a) have the right to enter upon the property to affect such repairs, clean-up, demolition or other remedial steps as may be required to bring the property into compliance with the standards herein and neither the Municipality, not anyone acting on its behalf shall be liable to compensate the owner, occupant or any other persons by reason of anything done by or on behalf of the Municipality in the reasonable exercise of these powers; and
 - b) shall have a lien on the property for the amount spent by, or on behalf of the Municipality in accordance with this By-law, together an administration fee of 10% of the amount spent, and the total amount shall have priority lien status as described in section1 of the *Municipal Act*, 2001, S.O. 2001, c. 25.

19. SECTION 19 - REPEAL CLAUSE

- 19.1 By-Law #06-2024 of The Municipal Corporation of the Township of McMurrich/Monteith is hereby repealed.

20. SECTION 20 – ENACTMENT

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

Read in its entirety, approved,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council
this 2nd day of September, 2025.

Mayor

Clerk

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
SCHEDULE "A" OF BY-LAW #39-2025

Classes of permits

1. Residential Dwellings – Includes single-detached, semi-detached, duplex, row/townhouse, garden suites, secondary suites, and multiplex conversions.
2. Residential Foundations/Basements – Construction under existing buildings.
3. Guest Sleeping Cabins (No Services).
4. Guest Sleeping Cabins (With Services).
5. Garages / Boathouses.
6. Accessory Structures – Sheds, docks, porches, decks, fireplaces, swimming pools, shipping containers, etc.
7. Repairs and Renovations – Minor or major repairs and alterations.
8. Demolition Permits.
9. Change of Use Permits – In accordance with Part 10 of the 2024 OBC.
10. Farm Buildings – Group G Division 1 (High-hazard), Division 2 (Medium-hazard), Division 3 (Greenhouses), Division 4 (Not normally occupied).
11. Commercial, Industrial, and Institutional Buildings – Complete or shell only.
12. Plumbing Installations – Drainage, venting, water supply, and on-site sewage systems per Part 8 of the 2024 OBC.
13. Re-inspection Permits.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH

SCHEDULE "B" OF BY-LAW #39-2025

Refunds

<u>Status of Permit Application</u>	<u>Percentage of Fee Eligible for Refund</u>
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- | | |
|---|-------------|
| 1. Application filed.
No processing of review of plans
submitted. | 75% maximum |
| 2. Application filed.
Plans reviewed and permit issued/denied | 50% maximum |

NOTE:

1. No refunds after any building inspections are carried out.
2. No refund shall result in the retention by the Township of McMurrich/Monteith of an amount less than \$100.00.
3. No refund will be given when application for refund is not made within (6) months of issuance of permits. A request for refund must be made in writing.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
SCHEDULE "C" OF BY-LAW #39-2025

CODE OF CONDUCT FOR CHIEF BUILDING OFFICIAL AND INSPECTORS

1. PURPOSE

- 1.1 To promote appropriate standards of behavior and enforcement actions by all Building Department staff in the exercise of a power or the performance of a duty.
- 1.2 To prevent practices which may constitute an abuse of power, including unethical or illegal practices, by all Building Department staff in the exercise of a power or the performance of duty.
- 1.3 To promote appropriate standards of honesty and integrity in the exercise of a power or the performance of duty by all Building Department staff.

2. SCOPE

- 2.1 This policy applies to all Building Department staff.
- 2.2 The Code of Conduct must provide for its enforcement and include policies or guidelines to be used when responding to allegations that the Code of Conduct has been breached and disciplinary actions that may be taken if the Code of Conduct is breached.

3. CONTENTS

- 3.1 Conduct
 - a) Always act in the public interest.
 - b) Apply all relevant laws, codes, and standards in an impartial, consistent, fair, and professional manner, independent of any external influence and without regard to any personal interests.
 - c) Maintain required legislated qualifications, discharging all duties in accordance with recognized areas of competency.
 - d) Extend professional courtesy to all.
 - e) Ensure interactions are in keeping with the Township's Corporate Values and associated behaviours.

4. BREACHES OF THE CODE OF CONDUCT

- 4.1 Lodging a Complaint

A complaint must be in writing and must be signed by the person making the complaint. The complaint may be a letter or an e-mail.
- 4.2 Withdrawal of Complaint

A Complainant may withdraw their complaint at any time; although the Township may continue to investigate the complaint if deemed appropriate to do so.
- 4.3 Confidentiality

The entire investigation process will be handled in as confidential a manner as possible by all parties involved. All records are subject to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA") and may be subject to disclosure under MFIPPA or by a court of law.

5. REVIEW OF ALLEGATIONS

- 5.1 The Chief Building Official will review any allegations of breaches of this Code of Conduct made against a Building Department staff member. Where the allegations are against the Chief Building Official, the Clerk of the Township will review allegations.

5.2 Disciplinary action arising from violation of this Code of Conduct is the responsibility of the Township and will be based on the severity and frequency of the violation in accordance with relevant employment standards.

5.3 The Chief Building Official or Clerk of the Township will provide written response to the complainant within 30 calendar days of receipt of the written complaint.

6. REVIEW OF DECISION

6.1 If, upon receipt of the results of the review, the complainant is not satisfied, they may forward their concerns to the Clerk of the Township.

DRAFT

Sept 16
10.4

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
BY- LAW #XX-2025**

**Being a by-law for establishing and maintaining a system for the
disposal of garbage, recyclable materials, yard waste and other
refuse and rescind By-law #20-2023**

WHEREAS, Section 11(2) of the Municipal Act, 2001, as amended, gives municipalities the authority to pass by-laws respecting matters within the spheres of jurisdiction as described in the Table to this Section.

AND WHEREAS, the Table in this Section lists waste management as a "sphere of jurisdiction" for single tier municipalities.

AND WHEREAS, the Council of the Township of McMurrich/Monteith deems it necessary to establish rules and regulations governing policies relating to the disposal of garbage and to implement a "Partial Pay-Per-Bag" system for residents and to implement tipping fees to cover costs associated with the disposal of garbage and other refuse.

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

1. SECTION 1 - DEFINITIONS

- 1.1. "Access Pass" shall mean a card provided to vacant landowners which allows access to all on site diversion programs. Vacant landowners must pay to dispose of waste.
- 1.2. "Bag/container" shall mean a non-returnable clear or transparent plastic bag or container which is for:

Residential Use: a capacity of not more than 128 liters, and dimensions not greater than 30" X 36"

Commercial Use: a capacity of not more than 205 liters, and dimensions not greater than 35" X 50".
- 1.3. "Biomedical waste" shall mean whether solid or liquid, including but not limited to, any animal or human organ or part thereof, bone, muscle, or animal or human tissue or part thereof, used bandages, poultices, dressings, vials or any other similar material or substance which contains or may contain pathogenic micro-organisms or which may be hazardous or dangerous.
- 1.4. "Commercial User" shall mean an owner/operator of an industrial, commercial, or institutional facility/business (IC&I) entitled to place refuse into the Landfill.
- 1.5. "Council" shall mean the Council of the Township of McMurrich/Monteith.
- 1.6. "Dwelling" shall mean a building or structure occupied or capable of being occupied as a residence for one or more families. This includes various types of residential spaces such as houses, apartments, and mobile homes.
- 1.7. "Domestic Waste" shall mean the waste produced by residents in their homes.
- 1.8. "Hazardous Waste" shall mean waste requiring special care as defined by the Environmental Protection Act R.S.O. 1990, c. E.19.
- 1.9. "IC&I Waste" shall mean waste produced by the industrial, commercial, or institutional sector.

- 1.10. "Landfill" shall mean the property situated at 2161 Highway 518 West, Part Lot 12, Concession 10, RP 42R-10567, Part 1, RP 42R-13316 Part 1, Township of McMurrich/Monteith, District of Parry Sound.
- 1.11. "Landfill Attendant" shall mean the person employed by the Township of McMurrich/Monteith who is responsible for providing effective organization of the Township's Landfill.
- 1.12. "Landfill Card" shall mean a card provided to "users" which allows access to all on site diversion programs and provides a system to control the disposal of clear or transparent bags/containers per household or commercial business.
- 1.13. "Privacy Bag" shall mean a bag to provide an adequate method to enable residents to shield material that they would prefer not be exposed for view. Such items may include sanitary products, diapers, or incontinence products.
- 1.14. "Public Works Superintendent" shall mean the person duly appointed and responsible for supervision and control of operations at the Landfill.
- 1.15. "Non-Collectable Waste" shall mean the materials as described in the Environmental Protection Act R.S.O. 1990, c. e. 19.
- 1.16. "Recyclable" shall mean those classifications of waste capable of being diverted from the normal waste stream.
- 1.17. "Refuse" shall mean the same as "waste".
- 1.18. "Salvaging" shall mean the process of finding items for the purpose of reuse.
- 1.19. "Scavenging" shall mean the process of finding items for the purpose of reuse.
- 1.20. "Special Area" shall mean an area at the Landfill, designated for a particular purpose.
- 1.21. "Temporary Identification Pass" shall mean a temporary pass giving access to the Landfill.
- 1.22. "Township" shall mean The Municipal Corporation of the Township of McMurrich/Monteith.
- 1.23. "Unacceptable Waste" shall mean waste not accepted at the Landfill and shall include any hazardous waste, stumps, vehicles, cement, railway timbers, asphalt biomedical waste and any other garbage, refuse or waste which is refused by the Attendant on duty.
- 1.24. "User" shall mean an owner of a residence or multi residential property, or a tenant of a residence or multi residential property entitled to place refuse into the Landfill.
- 1.25. "Vacant Land" shall mean land with no houses, offices, or other permanent structures. Properties with an active building permit must acquire an occupancy permit prior to a Landfill Card being issued.
- 1.26. "Waste" shall include domestic and solid non-hazardous, non-recyclable refuse and other wastes as designated and as approved by the Ministry of Environment.

2. SECTION 2 - "PARTIAL PAY-PER-BAG" and "TIPPING FEES"

- 2.1. "Users" will be provided with a Landfill Card which will specify the number of free clear or transparent bags/containers the user is entitled to dispose of per year. Additional bags may be disposed of at the Landfill site at a cost set in the current Township Fee By-law.

- 2.2. The Landfill Card shall be picked up at the municipal office by "users". Free bags will be provided to new "users" during the year on a pro-rated basis based on the number of months left in the year and the number of free bags approved by Council for that year. New "users" will pick up their Landfill Pass from the municipal office upon confirmation of purchase of property.
- 2.3. "Users" of the Landfill site using bins or bags larger than those identified herein, shall prorate the use of free bags or prorate and pay for additional bags based on the following:
- One bag = 128 liters or less, and 23 kg or less, and dimensions of 30" X 36" or less.
- 2.4. "Users" of the Landfill shall be entitled to one Landfill Card for each dwelling on their property.
- 2.5. "Commercial Users" of the Landfill site shall have to provide identification to the Landfill/Recycling Attendant or shall pick up an access pass from the municipal office proving that they are entitled to use the Landfill and shall have to pay for any waste to be deposited in the Landfill based on the current Township Fee By-law.
- 2.6. Vacant landowners are not classified as "users" as defined in this By-law and will not be provided with free bags. Vacant landowners will be provided with an access pass and must pay to dispose of bags of waste.
- 2.7. A Temporary Identification Pass can be issued to allow renters to access the landfill, however disposal fees will apply.
- 2.8. Tipping fees for building materials, and other non-recyclable waste shall be as prescribed in the current Township fee by-law.

3. SECTION 3 - SITE OPERATION

- 3.1. The Township of McMurrich/Monteith operates the Landfill.
- 3.2. The Landfill shall be available for the depositing of waste produced within the Township of McMurrich/Monteith. Waste must be in a clear/transparent bag or reusable waste container for disposal.
- 3.3. No person shall enter and/or leave the Landfill without:
- Showing their Landfill Card to the Landfill Attendant.
 - Giving their name and address to the Landfill Attendant upon request.
 - Declaring the nature and origin of the waste, if requested.
- 3.4. The Landfill shall only be used when a Landfill Attendant is on duty.
- 3.5. All waste material shall be transported to the Landfill in a manner so as to prevent scattering or losing of waste while on route to the Landfill.
- 3.6. All waste must be properly sorted e.g., Landfill, recyclable, and divertible and must be disposed in the designated areas. Tipping fees may apply.
- 3.7. Hazardous Waste as defined by the Environmental Protection Act shall not be accepted at the Landfill. This waste must be disposed of at the Hazardous Depot at the Township of Strong site, on such days designated and advertised for that purpose.
- 3.8. Scavenging and salvaging will not be permitted at the Landfill. This applies to the entire site and includes scrap, white goods, and electronics.
- 3.9. All on-site health, sanitary and site operations shall be maintained in accordance with the Environmental Protection Act and Certificates of Approval.

- 3.10. The Township of McMurrich/Monteith reserves the right to prohibit any person, firm, or Corporation from using the Landfill.

4. SECTION 4 - ENFORCEMENT, REPEAL AND ENACTMENT

- 4.1. That any person, firm or corporation who contravenes any of the provisions of this By-law, or attempts to unlawfully dispose of garbage without the purchase or payment of applicable fees will be guilty of an offence and upon conviction is liable to a fine not exceeding the sum of \$ 5,000.00, including costs for each offence and all such fines will be recoverable under the provisions of the Provincial Offences Act.
- 4.2. This by-law repeals by-law #20-2023.
- 4.3. That this By-law shall come into force and effect on January 1st, 2026.

Read a first, second and third time,
signed and the seal of the
Corporation affixed thereto and
finally passed in open Council this

Mayor, Glynn Robinson

Clerk, Cheryl Marshall

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
BY- LAW #XX-2025**

SCHEDULE "A"

Hours of Operation

1. The Landfill will be open to the residents and ratepayers of the Township of McMurrich/Monteith 5 days per week (Friday through to Tuesday).

During the months from April 1st through to November 30th, the Landfill will be open for the hours of 9:00am – 5:00pm.

During the months from December 1st through to March 31st, the Landfill will be open from 1:00pm – 5:00pm on Monday, Tuesday, and Friday and from 9:00am – 5:00pm on Saturday and Sunday.

The Site will be closed Wednesday and Thursday of every week.

The Site will be closed on all Statutory Holidays from November 1st to May 1st.

Applicable Tipping Fees

See applicable schedule in current Fees and Charges Bylaw.

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
BY- LAW #XX-2025

SCHEDULE "B"



Township of McMurrich/Monteith

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

**AUTHORIZATION FORM
ASSIGNING AUTHORITY TO RECEIVE LANDFILL CARD**

If you are unable to attend the Municipal Office in person to pick up the Landfill Card, please complete this form, sign it, and give it to the person who you are authorizing to pick the card up on your behalf.

Your first and last name:

Your civic address:

Example: 1234 Highway 518 West
Sprucedale, ON P0A 1Y0

Your phone Number:

Name and civic address of the
Person authorized to pick up
the card on your behalf:

First & last name: _____

Civic address: _____

By completing and signing this form, I hereby confirm that I am a resident of the Township of McMurrich/Monteith and authorize the above-named person to pick up my Landfill Card on my behalf.

Property Owner

Date

Authorized Receiver

Date

THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF
MCMURRICH/MONTEITH
BY- LAW #XX-2025

SCHEDULE "C"



Township of McMurrich/Monteith

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

**AUTHORIZATION FORM
REQUEST TO MAIL LANDFILL CARD**

If you are unable to attend the Municipal Office in person to pick up the Landfill Card, please complete this form, sign it, and email to the Administrative Assistant at admin@mcmurrichmonteith.com.

Your first and last name:

Your mailing address:

Your phone Number:

Civic address of the property
eligible to receive a Landfill
card:

By completing and signing this form, I hereby confirm that I am a resident of the Township of McMurrich/Monteith and authorize the administrative staff to mail my Landfill Card.

I UNDERSTAND THAT BY SIGNING THIS FORM AND REQUESTING THE MAILOUT, I ASSUME RESPONSIBILITY FOR THE LANDFILL CARD WITH CANADA POST.

Property Owner

Date



**ALMAGUIN HIGHLANDS OPP DETACHMENT BOARD
CONSEIL DU DÉTACHEMENT D'ALMAGUIN HIGHLANDS
DE LA POLICE PROVINCIALE**

ALMAGUIN HIGHLANDS OPP DETACHMENT
DÉTACHEMENT D'ALMAGUIN HIGHLANDS DE LA POLICE PROVINCIALE

Sept 16

12.1

Almaguin Highlands O.P.P. Detachment Board

**Regular Meeting of the Board
Wednesday September 10th, 2025
5:00 p.m.**

**Township of Perry Municipal Office & Electronic Video
(1695 Emsdale Road, Emsdale, ON)**

- 1. Call to Order**
- 2. Disclosure of Conflict of Interest**
(with reference to this Agenda and any previous meeting)
- 3. Adoption of Minutes**
 - 3.1. Regular Board Meeting Minutes – Wednesday, June 11th, 2025
- 4. Delegations – NIL**
- 5. Almaguin Highlands OPP S/Sgt Detachment Commander Updates and/or Reports**
 - 5.1. 2024 Almaguin Highlands OPP Detachment Annual Report {Res}
 - 5.2. OPP Detachment Board – Detachment Commander Performance Feedback Form {Discussion}
- 6. Board Business**
 - 6.1. Managing Municipal Requests and Correspondence {Discussion}
 - 6.2. Almaguin Highlands OPP Detachment Board Insurance {Update}
 - 6.3. Community Safety and Well Being Plan {Discussion}
- 7. Correspondence and General Information - NIL**
- 8. By-laws – NIL**
- 9. Closed Session – NIL**
- 10. Other Business**
- 11. Adjournment - Next Meeting: Wednesday, October 8th, 2025**

All information including opinions, presentations, reports, documentation, etc. that are provided at a public or open meeting are considered a public record.

This is the true original Agenda distributed to the OPP Detachment Board, copied for public handout, and placed in the Almaguin Highlands OPP Detachment Board File. Ref: OPP Detachment Board Agenda 2025 09 10



Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board

Wednesday June 11th, 2025

5:00 p.m.

Township of Perry Municipal Office

(1695 Emsdale Road, Emsdale, ON)

Any and all Minutes are to be considered Draft until approved by the OPP Board at a Regular Meeting.

In Attendance:

Council Chambers:

Krista Miller, Vice Chair & Community Representative, Robert Sutherland, Chair & Community Representative Councillor Joe Lumley, Councillor Dan Robertson, Councillor Kevin Noaik, Councillor Neil Scarlett, S/SGT Doug Vincer, Almaguin Highlands OPP Detachment Commander Beth Morton, Acting Secretary

Members of the Public: None

Disclosure of Conflict of Interest

Nil

Resolution No. 2025-11

Moved by: Dan Robertson

Seconded by: Kevin Noaik

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Regular Board Meeting Minutes dated Thursday, May 8, 2025.

Carried

Resolution No. 2025-12

Moved by: Krista Miller

Seconded by: Neil Scarlett

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby receives the 2025 Q1 – OPP Detachment Board Report.

Carried

Item 6.1 Request from Armour Township

The Board reviewed the request from Armour Township for increased in police presence in high tourism areas. The Board directed Staff Sergeant Vincer to follow up with Armour Township that the OPP will continue to provide ongoing police presence and will also respond with recommendations.

From the discussion, the Board directed that it will further discuss how to address municipal correspondence and direction at the Wednesday, September 10, 2025 Regular Meeting.

Resolution No. 2025-13

Moved by: Joe Lumley

Seconded by: Dan Robertson

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Board Terms of Reference.

Carried

Resolution No. 2025-14

Moved by: Kevin Noaik

Seconded by: Neil Scarlett

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves the Abuse, Discrimination, Harassment and Violence Policy.

Carried

Resolution No. 2025-15

Moved by: Neil Scarlett

Seconded by: Dan Robertson

Be it resolved that the Almaguin Highlands OPP Detachment Board hereby approves it's 2025 Board Budget.

Carried

Resolution No. 2025-16

Moved by: Neil Scarlett

Seconded by: Krista Miller

Be it resolved that the Almaguin Highlands OPP Detachment Board receives Correspondence and General Information Items 7.1. to 7.4. on the June 11th, 2025 Agenda.

Carried

The Meeting adjourned at approximately 6:50 p.m.

Dated this 10th day of September, 2025.

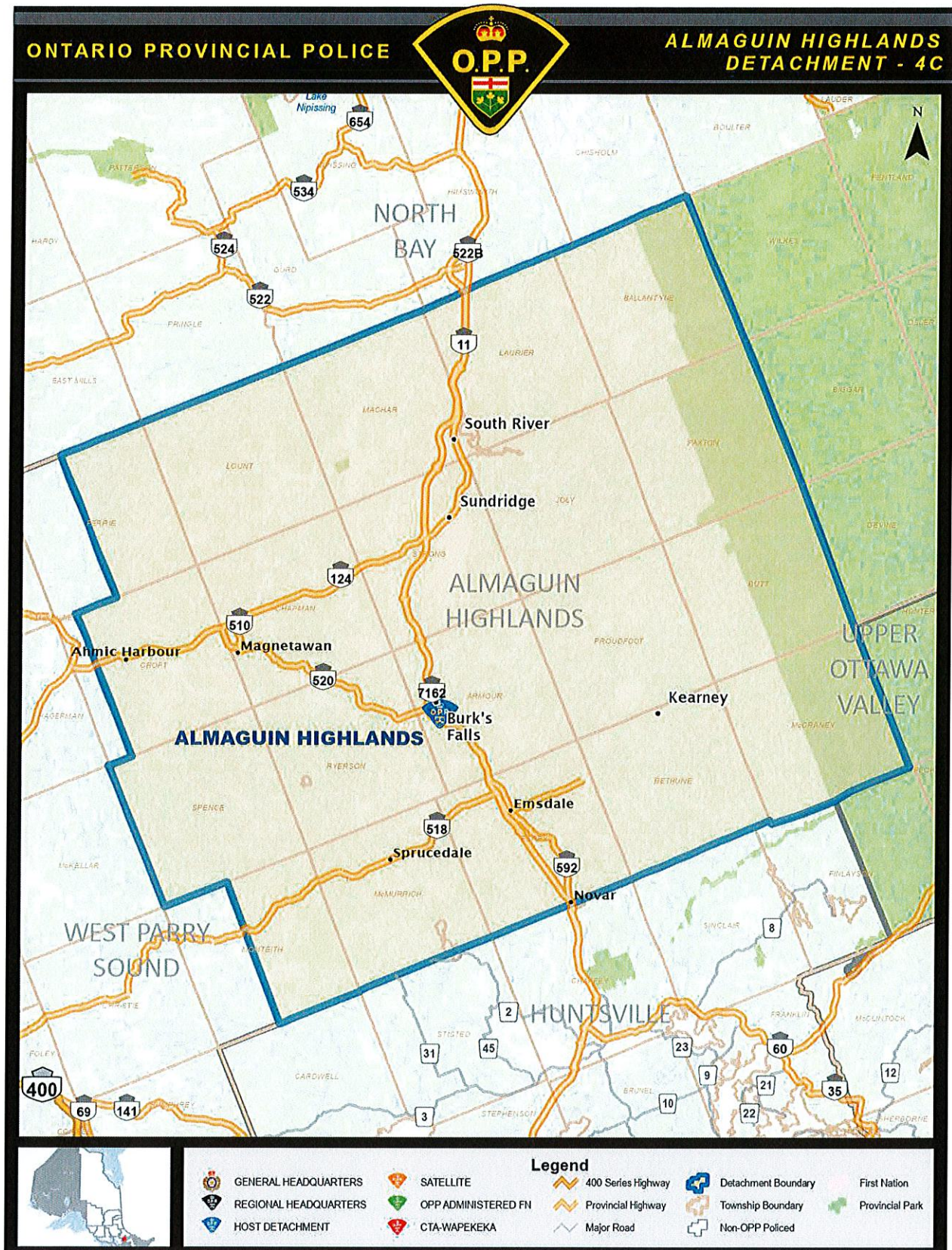
Robert Sutherland, *Chair*

Beth Morton, *Acting Secretary*



ALMAGUIN HIGHLANDS DETACHMENT

2024 DETACHMENT BOARD ANNUAL REPORT



2023-2025 STRATEGIC PLAN

Priorities and Commitments



PEOPLE

A healthy and resilient OPP

We will strive to support all members in achieving their professional and personal best.

WORK

A responsive and evolving OPP

We will empower our members to ensure the best possible policing services are delivered to Ontarians.

COMMUNITIES

A collaborative and progressive OPP

We will partner and build relationships with a shared vision for safety and well-being.

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Message from the Detachment Commander

I am pleased to present the Almaguin Highlands Detachment – 2024 OPP Detachment Board Annual Report. This report includes crime, traffic enforcement and community well-being data, and highlights initiatives and successes from the past year. 2024 represents the midway point of the Almaguin Highlands Detachment 2023-2025 Action Plan and this report provides updates on our progress in meeting our Action Plan commitments.



I am proud of the work undertaken by our detachment. In 2024,

- We saw an increase in criminal harassment, uttering threats and harassing communications. This is as a direct result of training provided to our officers and the OPP's commitment to conducting thorough intimate partner violence investigations and laying appropriate charges where applicable.
- We maintained our commitment to traffic safety and prioritized our focus on "The Big 4" during provincial traffic campaigns. This resulted in an increase of 17% in provincial traffic offences and a 66% increase in criminal traffic offences, such as impaired operation.
- With an extensive trail system and complaints surrounding operation by youth in the community, we continued our focus on a proactive approach to off-road vehicle enforcement and held multiple information sessions in high traffic areas to educate the public on road safety. This resulted in fewer complaints from the public about off-road vehicle traffic.
- We deployed investigative resources, such as the Criminal Investigation Branch, Forensic Investigations Section, the Regional Support Team, the Forensic Interview Team, the Canine Unit and the Emergency Response Team in response to a homicide in the Almaguin Highlands. With the combined efforts of these investigative resources and support from our communities, we held multiple people accountable for the homicide.
- We continued to leverage technology, including In-Car Cameras and Automated Licence Plate Readers (ALPR) to support the collection of evidence, increase transparency and enhance public and officer safety.
- We partnered with the Canadian Mental Health Association to develop a local Mobile Crisis Response Team, which pairs an officer with a crisis worker. This co-response model enhances our ability to respond to mental health related calls for service and serve those in crisis, while supporting others pre-crisis.
- We have leveraged our relationships with community-based organizations like Victim Services to better support victims by connecting them with local resources.
- We continued to engage with groups and organizations in our area to leverage relationships and promote community safety and well-being. We partnered with the Parry Sound District Emergency Medical Service to bring Project Lifesaver to the Parry Sound District. The primary mission of Project Lifesaver is to provide timely response to save lives and reduce potential injury for adults and children with the propensity to wander due to a cognitive condition.
- We attended multiple community events to provide information surrounding current fraud trends and engage with our local high school to provide information sessions to students about online safety and bullying.
- We continuously supported the development of our members and participated in a variety of training opportunities, including Breath Technician and Drug Recognition Evaluator training, to combat impaired driving, as well as Criminal Detection and Enforcement and Commercial

Motor Vehicle Enforcement training to ensure the safety of our roadways. We also worked to enhance our number of marine and all-terrain vehicle operator trained members.

In 2025, we will be working with The Almaguin Highlands OPP Detachment Board to form the 2026-2029 Almaguin Highlands Detachment Action Plan. This work will include engaging with community members to ensure the needs of the communities we serve will be reflected in the commitments we make. Development of the 2026-2029 Almaguin Highlands Detachment Action Plan will coincide with the creation of the 2026-2029 OPP Strategic Plan to ensure organizational alignment and support.

The Almaguin Highlands Detachment – 2024 OPP Detachment Board Annual Report begins to bridge the gap between *Police Services Act* (PSA) and *Community Safety and Policing Act* (CSPA) reporting requirements. In collaboration with relevant OPP program areas, working groups and The Almaguin Highlands OPP Detachment Board, this report will continue to develop in the years to come to include content from the OPP Detachment Board Chair(s) and additional data and updates from the OPP.

From detachment administrative staff to frontline uniform members to specialty units to supervisors, our members continue to serve with pride, professionalism and honour. As we anticipate future challenges and opportunities for policing and community safety, we remain dedicated to our mission of serving our communities by protecting citizens, upholding the law and preserving public safety.

Staff Sergeant, Detachment Commander G. Doug Vincer
Almaguin Highlands Detachment

Summary of Commitments

Through analysis and consultation, the following areas of focus were identified for the years 2023-2025.

Crime	Roadways, Waterways and Trails	Community Well-Being
<p>Reduce harm and victimization in the areas of:</p> <ol style="list-style-type: none"> 1. Violent crimes including intimate partner violence, assaults and sexual assaults. 2. Property crime including theft over \$5000 and possession of stolen property. 3. Illicit drug trafficking and drug related deaths. 4. Cyber-crime and phone scams. 	<p>To sustain a continuous and year-round focus on the “Big Four” causal factors of fatal, personal injury, and property damage collisions by changing driver behaviours responsible for injuries and deaths on roadways, waterways, and trails:</p> <ol style="list-style-type: none"> 1. Impaired (alcohol/drug). 2. Speeding/aggressive driving. 3. Distracted driving. 4. Lack of occupant restraint and safety equipment. 	<p>Identify and utilize a collaborative response to calls for service involving substance abuse issues and mental health crisis.</p>

2024 Crime Progress Updates

Commitment	Progress Update
<p>Reduce harm and victimization in the areas of:</p> <ol style="list-style-type: none"> 1. Violent crimes including intimate partner violence, assaults and sexual assaults. 2. Property crime including theft over \$5000 and possession of stolen property. 3. Illicit drug trafficking and drug related deaths. 4. Cyber-crime and phone scams. 	<ol style="list-style-type: none"> 1. We continue to leverage and build upon existing partnerships with several organizations including the Canadian Mental Health Association, Sexual Assault Domestic Violence Committee, the District of Parry Sound Victim Services, VWAP, The Victim-Witness Assistance Program, and HANDS – The Family Help Network. These partnerships also provide educational opportunities for officers and outreach initiatives that endeavour to raise awareness in our communities relating to crimes against persons. Crimes such as intimate-partner violence, sexual assault and human trafficking will continue to be our priority. <p>The development of a Detachment Abuse Issues Investigator and review of every intimate-partner violence occurrence by the Victim Response Support Unit has ensured we provide a victim-centered response and support network for victims of sexual assault and intimate-partner based crimes.</p> <p>A Regional Operational Analyst is often called upon to provide potential suspect reports based on the type of crime to assist in identifying and apprehending of suspects. These reports help assess our community's needs and identify areas of concern. They also provide information to members on wanted persons. The enhancements to the analytical reports have provided investigators with potential suspects based on specific indicators. The report provides tangible information in a concise tactical analysis format. The report is utilized to promote a quick response to criminal activity. The analytical report also assists in tailoring our preventative activities to ensure proper education and support is being provided to identified at risk groups.</p> <ol style="list-style-type: none"> 2. The Regional Operational Analyst continues to complete and disseminate detailed Weekly Operational Reports to frontline members, Crime Unit members and local policing partners. Information pertaining to multi-jurisdictional criminal activity is distributed to neighbouring OPP detachments and other police services as required. <p>Crime Alerts are tactical reports designed to provide intelligence information based on current information. Crime Alerts that are responsive to officer safety concerns, crime patterns, high risk offenders and wanted persons were completed and disseminated to members.</p> <p>Officers conducted strategic foot patrols and engaged local businesses to increase visibility and awareness that many of these types of crimes are crimes of opportunity.</p> <p>A dedicated officer assigned to work within the Community Street Crime Unit (CSCU) continues to identify trends and</p>

	<p>combat property related offences and identify those engaged in illicit activity within the Almaguin Highlands.</p> <p>3. The CSCU officer has proven to be an asset to the detachment as we work to combat the trafficking of illicit substances. They work to identify new or emerging drugs trends specific to our area, combined with gathering and sharing of information between all involved agencies or units, will continue to reduce the number of illicit drugs in our communities and support the apprehension of those who perpetrate these crimes.</p> <p>4. Several international fraud investigations and phishing scams have been reported. The engagement of the Crime Unit, Cybercrime Unit and Canadian Anti-Fraud Centre have been instrumental in the support of investigations. Immediate investigative action has resulted in several victims being reimbursed for their losses.</p> <p>Presentations to seniors regarding online frauds were completed in 2024.</p> <p>Timely media releases outlining internet safety and current scams are disseminated to members of our communities to reduce victimization.</p>
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2024 Roadways, Waterways and Trails Progress Updates

Commitment	Progress Update
<p>To sustain a continuous and year-round focus on the “Big Four” causal factors of fatal, personal injury, and property damage collisions by changing driver behaviours responsible for injuries and deaths on roadways, waterways, and trails:</p> <ol style="list-style-type: none"> 1. Impaired (alcohol/drug). 2. Speeding/aggressive driving. 3. Distracted driving. 4. Lack of occupant restraint and safety equipment. 	<p>An organizational commitment to the “Big 4” ensures the safety of the motoring public throughout the province. The Almaguin Highlands is no exception. A commitment to training our members and ensuring the tools available to frontline officers to educate and enforce driving laws is paramount.</p> <p>All frontline members have received training in Standard Field Sobriety testing (SFST) and additional members have received Breath Technician and/or Drug Recognition Evaluator training to combat impaired driving.</p> <p>Strategic directed patrols that increase visibility in identified areas of concern will continue to act as a deterrent and have an influence on negative driving behaviours, including speeding/aggressive driving and distracted driving.</p> <p>In 2024, Almaguin Highlands OPP members committed to enhancing pro-active patrols and participated in all provincial traffic initiatives.</p> <p>A multi-faceted approach by frontline members to include traffic stops, safety messaging and enforcement has contributed to increased safety on our roadways.</p>

2024 Community Well-Being Progress Updates

Commitment	Progress Update
<p>Identify and utilize a collaborative response to calls for service involving substance abuse issues and mental health crisis.</p>	<p>The Almaguin Highlands OPP continues to explore co-response strategies to address non-police-related service demands that impact frontline resourcing.</p> <p>Initiatives such as online reporting and the Mobile Crisis Response Team (MCRT) program are key examples aimed at ensuring appropriate responses while enhancing overall community safety and service efficiency.</p> <p>In 2024, we partnered with CMHA to introduce an MCRT to the Almaguin Highlands. This pilot program paired a crisis worker with a frontline officer to respond to active calls for service involving mental health, and conduct proactive check-ins with those in the community, pre-crisis. The ongoing commitment of the OPP to access and support community-based supports is proving effective for those we serve.</p> <p>We have also enhanced our relationship with community-based supports, such as CMHA and HANDS, The Family Help Network, to educate officers on dealing with individuals in a mental health crisis to ensure a supportive response while enhancing public and officer safety.</p>

Other Community Updates

- Based on concerns from community members, we increased our presence within a community safety zone in Armour Township. Through these proactive local focused patrols and the engagement of our Regional Operational Analyst, we ensured our efforts were pointed and results driven. This resulted in direct enforcement action and provided us with a solid foundation of data for future enforcement efforts. Those affected felt supported and safer within their community and resulted in fewer calls for service.
- The Almaguin Highlands Detachment routinely seeks and receives feedback from community members and stakeholders related to their expectations and levels of satisfaction with the policing services provided in their community. For example, the Detachment Commander attended several meetings with Mayor and Councils across the Almaguin Highlands and, where appropriate, has worked with Perry Township to support the development of the Almaguin Highlands OPP Detachment Board, under the Community Safety and Policing Act.
- Almaguin Highlands Detachment members regularly attend local schools to meet with students and develop relationships built on a sense of trust and community. We have delivered presentations regarding online safety and bullying.
- Almaguin Highlands members attended Spirit Point lodge to participate in the Junior Rangers Camp at Camp Loon, in Laurier Township. The program is a challenging and rewarding program for youth in remote communities across Canada. The program integrates practical skills and cultural practices in a fun and friendly environment.
- Our MCRT continues to engage with local stakeholders, community partners and those experiencing mental health issues. This community-based support network has proven essential to our community well-being and will continue to grow and expand on our ability to serve the public.

Calls for Service

Table 1.1

All CAD Events*	Immediate Police Response Required**
9,697	2,600

* This represents all Computer Aided Dispatch (CAD) event types created for each detachment area. Not all CAD events are dispatched to a frontline OPP detachment officer. Some events may have been actioned by another OPP member, diverted to another unit, or deemed a non-OPP event. This does not include officer or detachment generated events that have not been reported through the PCC, or any online reporting events.

** This represents the total number of CAD events prioritized for an immediate police response, indicating the potential for extreme danger, catastrophic circumstances, injury, the threat of injury, death, and/or crime in progress.

Crime and Clearance

Violent Crimes

Table 2.1

Offences	2022	2023	2024	Clearance Rate
01 - Homicide	0	0	1	100.00%
02 - Other Offences Causing Death	0	0	0	-
03 - Attempted Murder	0	0	0	-
04 - Sexual Offences	33	32	22	72.73%
05 - Assaults/Firearm Related Offences	79	93	92	93.48%
06 - Offences Resulting in the Deprivation of Freedom	0	2	0	-
07 - Robbery	3	0	3	100.00%
08 - Other Offences Involving Violence or the Threat of Violence	69	64	79	75.95%
09 - Offences in Relation to Sexual Services	0	0	1	100.00%
10 - Total	184	191	198	84.34%

Property Crimes

Table 2.2

Offences	2022	2023	2024	Clearance Rate
01 - Arson	0	0	0	-
02 - Break and Enter	37	29	41	34.15%
03 - Theft Over \$5,000	25	33	28	28.57%
04 - Theft Under \$5,000	78	58	66	24.24%
05 - Have Stolen Goods	4	4	7	85.71%
06 - Fraud	62	73	82	13.41%
07 - Mischief	47	47	58	20.69%
08 - Total	253	244	282	23.76%

Other Criminal Code

Table 2.3

Offences	2022	2023	2024	Clearance Rate
01 - Gaming and Betting	0	0	0	-
02 - Offensive Weapons	9	12	12	91.67%
03 - Other Criminal Code Offences	87	89	164	86.59%
04 - Total	96	101	176	86.93%

Drugs

Table 2.4

Offences	2022	2023	2024	Clearance Rate
01 - Possession	12	7	9	88.89%
02 - Trafficking	10	7	7	100.00%
03 - Importation and Production	0	0	0	-
04 - Cannabis Possession	0	0	1	100.00%
05 - Cannabis Distribution	0	0	0	-
06 - Cannabis Sale	0	0	0	-
07 - Cannabis Importation and Exportation	0	0	0	-
08 - Cannabis Production	0	0	0	-
09 - Other Cannabis Violations	0	0	0	-
10 - Total	22	14	17	94.12%

Federal Statutes**Table 2.5**

Offences	2022	2023	2024	Clearance Rate
Federal Statutes	10	4	15	93.33%

Traffic Violations**Table 2.6**

Offences	2022	2023	2024	Clearance Rate
01 - Dangerous Operation	9	4	7	100.00%
02 - Flight from Peace Officer	3	3	1	0.00%
03 - Operation while Impaired/Low Blood Drug Concentration Violations	48	29	48	100.00%
04 - Failure or Refusal to Comply with Demand	0	1	2	100.00%
05 - Failure to Stop after Accident	1	2	2	0.00%
06 - Operation while Prohibited	6	5	4	100.00%
07 - Total	67	44	64	95.31%

Youth Crime**Table 2.7**

Offences	2022	2023	2024
Bail	0	0	0
Conviction	11	11	9
Diversion	38	21	10
NonConviction	29	15	18
NotAccepted	0	1	0
POATicket	0	5	17
NULL	4	25	14
Total	82	78	68

Victim Referrals**Table 2.8**

Offences	2022	2023	2024
Sum of Offered	482	556	563
Sum of Accepted	90	115	90
Sum of Total	572	671	653
Sum of % Accepted	15.73%	17.14%	13.78%

Traffic and Road Safety

Motor Vehicle Collisions (MVC) by Type

(Includes roadway, off-road and motorized snow vehicle collisions)

Table 3.1

Offences	2022	2023	2024
Fatal Injury Collisions	3	2	1
Non-Fatal Injury Collisions	42	43	36
Property Damage Only Collisions	276	289	318
Alcohol-Related Collisions	22	18	23
Animal-Related Collisions	93	127	139
Speed-Related Collisions	56	52	37
Inattentive-Related Collisions	40	34	34
Persons Killed	3	3	1
Persons Injured	63	48	47

Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2022	2023	2024
Fatal Roadway Collisions where Causal is Speed Related	0	0	0
Fatal Roadway Collisions where Causal is Alcohol/Drug Related	0	0	0
Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor	0	0	0
Fatal Roadway Collisions where Causal is Inattentive Related	0	0	0
Fatal Roadway Collisions where Causal is Animal Related	0	0	0

Fatalities in Detachment Area

Table 3.3

Fatality Type	Category	2022	2023	2024
Roadway	Fatal Incidents	1	0	0
Roadway	Persons Killed	1	0	0
Roadway	Alcohol/Drug Related Incidents	0	0	0
Marine	Fatal Incidents	0	0	0
Marine	Persons Killed	0	0	0
Marine	Alcohol/Drug Related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	1	2	1
Off-Road Vehicle	Persons Killed	1	3	1
Off-Road Vehicle	Alcohol/Drug Related Incidents	0	1	0
Motorized Snow Vehicle	Fatal Incidents	1	0	0
Motorized Snow Vehicle	Persons Killed	1	0	0
Motorized Snow Vehicle	Alcohol/Drug Related Incidents	0	0	0

Big 4

Table 3.4

Offences	2022	2023	2024
Distracted (HTA 78.1)	3	5	3
Impaired (CCC 320.14 & 320.15)	93	61	111
Seatbelt (HTA 106)	45	44	25
Speeding (HTA 128)	441	856	1,117

Charges**Table 3.5**

Offences	2022	2023	2024
HTA	942	1,528	1,793
Criminal Code Traffic	123	95	159
Criminal Code Non-Traffic	696	684	923
LLCA	55	36	30
Controlled Drug and Substance Act	62	43	67
Federal Cannabis Act	0	2	2
Provincial Cannabis Act	14	15	21
Other	137	177	195

Policing Hours

The OPP has developed a Service Delivery Model (SDM) in response to several reviews and audit recommendations. The SDM is designed to:

- Promote officer wellness through balanced workloads
- Determine adequate staffing levels at each detachment
- Ensure the continued delivery of adequate and effective policing services in accordance with the Community Safety and Policing Act (CSPA)

To implement the SDM, the OPP has submitted a seven-year staffing strategy to address required increases in detachment personnel. This model supports the OPP’s ability to:

- Respond rapidly to increasing calls for service
- Maintain safe communities through proactive patrols and community engagement
- Address municipal concerns about reduced police visibility

To monitor progress and guide detachment-level planning, the OPP has established time allocation targets for provincial constables (figure 1). These targets reflect how time should ideally be distributed by the end of the seven-year strategy.

The targets are based on a provincial average and variations are expected between detachments due to differences in geography, operational structure, recruitment and other absences.

In the short term, detachments may face challenges in achieving these targets. Continued improvements in scheduling tools, data integrity, and strategic deployment will support progress toward these goals.



Figure 1: Service Delivery Model Provincial Target

Service Delivery Activity Allocations

Table 4.1

Calls for Service	Administrative Requirements	Proactive Patrol	Community Engagement
49.5%	37.6%	11.6%	1.3%

Hours (Field Personnel)

Table 4.2

	2022	2023	2024
TOTAL FRONTLINE HOURS	45,096	47,287	53,229

Endnotes

Tables 2.1, 2.2, 2.3, 2.4, 2.5, 2.6

Source: Niche Records Management System (RMS), (2025/04/23)

Note:

- Statistics Canada’s Uniform Crime Reporting Survey was designed to measure the incidence of crime in Canadian society and its characteristics.
- Actual counts (2022, 2023 and 2024) and Clearance Rate for 2024 included.
- The most serious violation methodology (MSV) is used, which is the same as Statistics Canada’s methodology. The MSV counts only the first of up to four offences per incident that occurred in the specific time range.
- First Nation population is not included.
- Statistics Canada Verified (green checkmark) only.

Table 2.1 Violent Crimes

Corresponding Violation Description

- 01 Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide
- 02 Criminal Negligence Causing Death, Other Related Offences Causing Death
- 03 Attempted Murder, Conspire to Commit Murder
- 04 Sexual offence which occurred prior to January 4, 1983, Sexual Assault, Level 3, Aggravated, Sexual Assault, Level 2, Weapon or Bodily Harm, Sexual Assault, Level 1, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Making Sexually Explicit Material Available to Children, Parent or Guardian Procuring Sexual Activity, Householder Permitting Sexual Activity, Luring a Child via Computer, Agreement or Arrangement - Sexual Offence Against a Child, Bestiality - Commits, Compels Another Person, Bestiality in, Presence of, or Incites, a Child, Voyeurism, Non-Consensual Distribution of Intimate Images
- 05 Assault Level 3, Aggravated, Assault Level 2, Weapon/Bodily Harm, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using firearm/imitation of Firearm in the Commission of an Offence, Pointing a Firearm, Assault, Peace-Public Officer, Assault Against Peace Officer with a Weapon or Causing Bodily Harm, Criminal Negligence Causing Bodily Harm, Trap Likely to or Causing Bodily Harm, Other Assaults
- 06 Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Not Parent/Guardian, Abduction Under 16, Removal of Children from Canada, Abduction Under 14 Contravening a Custody Order, Abduction Under 15 by Parent/Guardian
- 07 Robbery, Robbery to Steal Firearm
- 08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-justice System Participant, Criminal Harassment, Indecent/Harassing Communications, Utter Threats to Person, Explosives Causing Death/Bodily Harm, Arson - Disregard for Human Life, Other Violations Against the Person, Failure to Comply with Safeguards (MAID), Forging/Destruction of Documents (MAID)
- 09 Obtaining Sexual Services for Consideration, Obtaining Sexual Services for Consideration from Person Under the Age of 18 Years, Material Benefit from Sexual Services, Material Benefit from Sexual Services Provided by Person Under the Age of 18 Years, Procuring, Procuring a Person Under the Age of 18 Years, Advertising Sexual Services

Table 2.2 Property Crimes

Corresponding Violation Description

- 01 Arson
- 02 Break & Enter, Break & Enter to Steal a Firearm, Break & Enter a Motor Vehicle (Firearm)
- 03 Theft over \$5000, Theft over \$5000 from a Motor Vehicle, Shoplifting over \$5000, Motor Vehicle Theft
- 04 Theft \$5000 or Under, Theft under \$5000 from a Motor Vehicle, Shoplifting \$5000 or Under
- 05 Trafficking in Stolen Goods over \$5000, Possession of Stolen Goods over \$5000, Trafficking in Stolen Goods \$5000 and Under, Possession of Stolen Goods \$5000 and Under
- 06 Fraud, Identity Theft, Identity Fraud
- 07 Mischief, Mischief to Cultural Property, Hate-motivated mischief relating to property used by identifiable group, Mischief Relating to War Memorials, Altering/Destroying/Removing a Vehicle Identification Number (VIN)

Table 2.3 Other Criminal Code

Corresponding Violation Description

01 Betting House, Gaming House, Other Violations Related to Gaming and Betting

02 Offensive Weapons: Explosives, Weapons Trafficking, Possession and Distribution of Computer Data (Firearm), Altering Cartridge Magazine, Weapons Possession Contrary to Order, Possession of Weapons, Unauthorized Importing/Exporting of Weapons., Firearms Documentation/Administration, Unsafe Storage of Firearms

03 Failure to Comply with Order, Escape and being at large without excuse - escape from custody, Escape and being at large without excuse - Unlawfully at Large, Failure to Appear, Breach of Probation, Disturb the Peace, Child Pornography (Possessing or Accessing), Child Pornography (Making or Distributing), Public Communications to Sell Sexual Services, Offences Related to Impeding Traffic to Buy or Sell Sexual Services, Counterfeiting, Indecent Acts, Voyeurism (Expired), Corrupting Morals, Lure child via Computer (Expired), Obstruct Public/Peace Officer. Trespass at Night, Threatening/Harassing Phone Calls (Expired), Utter Threats Against Property or Animals, Advocating Genocide, Public Incitement of Hatred, Promoting or Advertising Conversion Therapy, Unauthorized Recording of a Movie/Purpose of Sale, Rental, Commercial, Distribution, Offences Against Public Order (Part II CC), Property or Services for Terrorist Activities, Freezing of Property, Disclosure, Audit, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruction/Commission of Act of Terrorism, Hoax – Terrorism, Advocating/Promoting Terrorism, Firearms and Other Offensive Weapons (Part III CC), Leave Canada to Participate in Activity of a Terrorist Group, Leave Canada to Facilitate Terrorist Activity, Leave Canada to Commit Offence for Terrorist Group, Leave Canada to Commit Offence that is Terrorist Activity, Harbour/Conceal Terrorist (Max = Life), Harbour/Conceal Terrorist (Max Does Not = Life), Harbour/Conceal Person Likely to Carry Out Terrorist Activity, Offences Against the Administration of Law and Justice (Part IV CC). Sexual Offences, Public Morals and Disorderly Conduct (Part V CC), Invasion of Privacy (Part VI CC), Failure to Comply with Regulations / Obligations for Medical Assistance in Dying (MAID), Other Offences Against the Person and Reputation, Offences Against the Rights of Property (Part IX CC), Fraudulent Transactions, Relating to Contracts and Trade (Part X CC), Offences Related to Currency, Proceeds of Crime (Part XII.2 CC), Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commit Offence for Criminal Organization, Participate in Activities of Criminal Organization, Recruitment of Members by a Criminal Organization, All Other Criminal Code (includes Part XII.1 CC)

Table 2.4 Drugs

Corresponding Violation Description

01 Possession – Heroin, Possession – Cocaine, Possession - Other Controlled Drugs and Substances Act, Possession - Methamphetamine (Crystal Meth), Possession - Methylenedioxyamphetamine (Ecstasy), Possession – Opioid (other than heroin)

02 Trafficking – Heroin, Trafficking – Cocaine, Trafficking - Other Controlled Drugs and Substances Act, Trafficking - Methamphetamine (Crystal Meth), Trafficking - Methylenedioxyamphetamine (Ecstasy), Trafficking – Opioid (other than heroin)

03 Import / Export – Heroin, Import / Export – Cocaine, Import / Export - Other Controlled Drugs and Substances Act, Import / Export - Methamphetamines (Crystal Meth), Import / Export - Methylenedioxyamphetamine (Ecstasy), Import/Export – Opioid (other than heroin), Production – Heroin, Production – Cocaine, Production - Other Controlled Drugs & Substances Act, Production - Methamphetamines (Crystal Meth), Production - Methylenedioxyamphetamine (Ecstasy), Production – Opioid (other than heroin), Possession, sale, etc., for use in production of or trafficking in substance

04 Possession of illicit or over 30g dried cannabis (or equivalent) by adult, Possession of over 5g dried cannabis (or equivalent) by youth, Possession of budding or flowering plants, or more than four cannabis plants, Possession of cannabis by organization

05 Distribution of illicit, over 30g dried cannabis (or equivalent), or to an organization, by adult, Distribution of cannabis to youth, by adult, Distribution of over 5g dried cannabis (or equivalent), or to an organization, by youth, Distribution of budding or flowering plants, or more than four cannabis plants, Distribution of cannabis by organization, Possession of cannabis for purpose of distributing

06 Sale of cannabis to adult, Sale of cannabis to youth, Sale of cannabis to an organization, Possession of cannabis for purpose of selling

07 Importation and exportation of cannabis, Possession of cannabis for purpose of exportation

08 Obtain, offer to obtain, alter or offer to alter cannabis, Cultivate, propagate or harvest cannabis by adult, Cultivate, propagate or harvest cannabis by youth or organization

09 Possess, produce, sell, distribute or import anything for use in production or distribution of illicit cannabis, Use of young person in the commission of a cannabis offence, Other Cannabis Act

Table 2.5 Federal Statutes

Corresponding Violation Description

Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act , Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Emergencies Act, Quarantine Act, Other Federal Statutes

Table 2.6 Traffic Violations

Corresponding Violation Description

01 Dangerous Operation Causing Death, Dangerous Operation Causing Bodily Harm, Dangerous Operation

02 Flight from Peace Officer

03 Operation - low blood drug concentration, Operation while impaired causing death (alcohol), Operation while impaired causing death (alcohol and drugs), Operation while impaired causing death (drugs), Operation while impaired causing death (unspecified), Operation while impaired causing bodily harm (alcohol), Operation while impaired causing bodily harm (alcohol and drugs), Operation while impaired causing bodily harm (drugs), Operation while impaired causing bodily harm (unspecified), Operation while impaired (alcohol), Operation while impaired (alcohol and drugs), Operation while impaired (drugs), Operation while impaired (unspecified)

04 Failure or refusal to comply with demand (alcohol), Failure or refusal to comply with demand (alcohol and drugs), Failure or refusal to comply with demand (drugs), Failure or Refusal to Comply with Demand (unspecified), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (unspecified), Failure or refusal to comply with demand, accident resulting in death (alcohol), Failure or refusal to comply with demand, accident resulting in death (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in death (drugs), Failure or refusal to comply with demand, accident resulting in death (unspecified)

05 Failure to stop after accident resulting in death, Failure to stop after accident resulting in bodily harm, Failure to stop after accident, Operation while prohibited

Table 2.7 Youth Crime

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Youth Charges by Disposition Type
- Only charges that have had a disposition type recorded in the OPP Niche RMS application are included.
- Youth charges without a disposition type are not included which may result in under stating the actual youth charges.
- "NULL" represents blanks, or where officers did not indicate the Disposition Type, however charges were applied.

Table 2.8 Victim Referrals

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Number of Referrals to Victim Service Agencies

Table 3.1 Motor Vehicle Collisions (MVC) by Type

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Total Motor Vehicle Collisions (Fatal Injury, Non-Fatal Injury and Property Damage Only): Reportable Fatal Injury, Non-Fatal Injury and Property Damage Only Collisions entered into the eCRS for All Motorized Vehicles (MVC-Roadway, MSV- Snowmobile and ORV-Off Road Report Type) regardless of completion/approval status.
- Alcohol/Drug Related Collisions: Reportable MVC collisions where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Animal Related Collisions: Reportable MVC collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.
- Speed Related Collisions: Reportable MVC collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Inattentive Related Collisions: Reportable MVC collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Persons Killed or Injured: Number of Persons Injured or Killed in Reportable MVC collisions.

Table 3.2 Primary Causal Factors in Fatal MVCs on Roadways

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Roadway Collisions where Causal is Speed Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Fatal Roadway Collisions where Causal is Alcohol/Drug Related: Reportable Fatal Roadway Collisions where Contributing Factor where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor: Persons Killed in Reportable Fatal Roadway Collisions where Victim is fatally injured AND a vehicle occupant AND where safety equipment reported to be not used but available.
- Fatal Roadway Collisions where Causal is Inattentive Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Fatal Roadway Collisions where Causal is Animal Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Persons Killed: Number of Involved Persons where Injury is fatal by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Alcohol/Drug Related Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle) where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.

Table 3.4 Big 4

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- Speeding (HTA 128): Charges are based on date charged. Speeding = HTA s.128 charges.
- Seatbelt (HTA 106): Charges are based on date charged. Seatbelt = HTA s.106 charges.
- Distracted (HTA 78.1): Charges are based on date charged. Distracted = HTA s.78.1 charges.
- Impaired (CCC 320.14 & 320.15): Charges are based on date charged. Impaired = CCC s.320.14 & 320.15 charges.

Table 3.5 Charges

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- HTA: Charges are based on date charged. Highway Traffic Act Statute charges.
- Criminal Code Traffic: Charges are based on date charged. Criminal Code Traffic (CCC s320.13, 320.14, 320.15, 320.16, 320.17 & 320.18) charges.
- Criminal Code Non-Traffic: Charges are based on date charged. All CCC charges not included in the Criminal Code Traffic section above.
- LLCA: Charges are based on date charged. Liquor Licence and Control Act charges.
- Federal Cannabis Act: Charges are based on date charged. Cannabis Act charges.
- Provincial Cannabis Act: Charges are based on date charged. Cannabis Control Act charges.
- Controlled Drug and Substance Act: Charges are based on date charged. Controlled Drug and Substance Act charges.
- Other: Charges are based on date charged. "Other" charges is comprised of CAIA, Other Provincial & Federal Offences not already captured in sections above.

Table 4.1 Service Delivery Activity Allocations

Source: Daily Activity Reporting (DAR) System

Date: April 17, 2025

Note: Activity allocation percentages are based on the total reported hours of detachment provincial constables performing duties within their home detachment location.

Table 4.2 Hours (Field Personnel)

Source: Daily Activity Reporting (DAR) System

Date: January 20, 2025

Note:

- Total reported hours, excluding paid duties.
- Includes Provincial Constable to Sergeant ranks only.
- Excludes First Nations badge numbers.
- Excludes administrative accounts and joint services accounts.
- Excludes incomplete DAR entries and those with errors.
- Excludes General Headquarters location codes.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Know your location: Be ready to describe your surroundings. Look for addresses, landmarks and buildings that may help identify your location.
- Call 9-1-1 if there is immediate risk to someone's life or property.
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-life-threatening incidents that require police attention
- TTY 1-888-310-1133, or Agent 511 for registered subscribers (for the Deaf, Hard of Hearing and Speech Impaired)

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

SPEAK WITH AN OFFICER FOR ALL OTHER MATTERS

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

REPORT AN INCIDENT ONLINE

You have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online without attending a detachment or waiting for an officer.

You can use this system to report:

- Theft Under \$5,000
- Mischief / Damage to Property Under \$5,000
- Mischief / Damage to Vehicle Under \$5,000
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire or medical emergencies only.

Accidental, hang-up or abuse of 9-1-1 calls tie up emergency lines, communicators and officers which could result in the slower response to a real emergency, risking the safety of people who need urgent help.

#KnowWhenToCall

If you've dialed 9-1-1 in error, stay on the line. Your call will be connected to police. Answer all questions asked by the communicator. This eliminates a lengthy follow up process that may lead to officers attending your location to ensure your safety.

**DETACHMENT BOARD
ANNUAL REPORT**

2024

ALMAGUIN HIGHLANDS DETACHMENT

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Burks Falls, ON
POA 1C0

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Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board

Wednesday September 10th, 2025

**Item 5.2 OPP Detachment Board – Detachment Commander
Performance Feedback Form**

OVERVIEW

As part of the general responsibilities of the Board, the OPP Detachment Board will monitor the performance of the Detachment Commander.

The Acting Secretary is requesting that the Board review the attached Performance Feedback Form and bring forward their comments and feedback to the September 10th, 2025 so that it may be completed.

ATTACHMENT

- OPP Detachment Board – Detachment Commander Performance Feedback Form



OPP Detachment Board Detachment Commander Performance Feedback Form

OPP Detachment Board: Almaguin Highlands OPP Detachment Board
OPP Detachment: Almaguin Highlands
Detachment Commander: Staff Sergeant Doug Vincer #12254
Date (new or updated): 6/25/25

1. Legislated Requirements

Considering detachment board reports received and meetings with the OPP Detachment Commander over the evaluation period, what feedback does the Board have about the following?

Detachment Commander Duties

Feedback

The detachment commander provided the OPP detachment board with reports regarding policing provided by the detachment at the board's request (CSPA s. 68 (2)).

The detachment commander or their designate consulted with their OPP detachment board to determine objectives and priorities for the detachment, not inconsistent with the strategic plan prepared by the Minister (CSPA s. 68 (1)(b)).

The detachment commander ensured that their detachment provided policing in accordance with the local policies of his or her OPP detachment board (CSPA s. 69 (3)).

The detachment commander, in accordance with the regulations, prepared and adopted a local action plan for the provision of policing provided by the detachment (CSPA s. 70 (1)).

Comments/Response from the Detachment Commander

Response from the OPP Detachment Board *(optional)*

2. Legislated Requirements Continued

Considering the data and reports received from the OPP Detachment Commander over the evaluation period, what feedback does the Board have about the Detachment Commander ensuring the following policing functions were provided adequately and effectively by the detachment?

Detachment Commander Duties	Feedback
Crime prevention: crime prevention shall involve the provision of crime prevention initiatives, including community-based crime prevention initiatives.	
Law enforcement: community patrol (general and directed), criminal intelligence process, crime analysis, and investigative supports.	
Maintaining the public peace: maintaining the public peace shall include the functions of a public order unit that shall have the capacity to deploy to a public order incident and be deployed in a reasonable time.	
Emergency response: response to emergency calls for service shall be provided 24 hours a day including a tactical unit, hostage rescue team, incident commander, crisis negotiator, and explosive disposal, and must be deployed within a reasonable time.	
Assistance to victims of crime: victims of crime shall be offered assistance as soon as possible and shall be provided with referrals to, as appropriate in the circumstances, emergency services, health care professionals, victim support agencies, social service agencies and other appropriate governmental, non-governmental or community organizations.	

Comments/Response from the Detachment Commander

Response from the OPP Detachment Board (optional)

3. Detachment Action Plan Commitments

Considering the data and reports received from the OPP Detachment Commander over the evaluation period, what feedback does the Board have about the Detachment Commander ensuring the detachment met the commitments/goals included in the Detachment Action Plan for this year? *(List up to 5)*

Commitment	Supporting Activities	Feedback
Continue to reduce harm and victimization of violent crimes and intimate partner violence	Enhance our Offender Management Program in order to limit recidivism and criminal occurrences.	
Continue to take a proactive approach to drug enforcement and property crimes	Engage our Regional Operational analyst to monitor crime trends. Support intelligence led policing efforts	
Sustain a year-round focus on the "Big Four" casual factors of collisions on our roadways	Actively participate in all provincial traffic initiatives. Engage with the motoring public on a daily basis. Conduct proactive patrols of anv	
Continue to deliver a collaborative response to calls for service involving mental health issues.	Continue to develop the MCRT Program and provide educational opportunities to community partners and officers alike.	
Work in partnership with the newly formed OPP Detachment Board to enhance public service.	Develop an effective partnership with the Board to ensure our communities remain safe and secure	

Comments/Response from the Detachment Commander

Response from the OPP Detachment Board *(optional)*

4. Additional Feedback

Prompt

Feedback

Please provide any **examples of excellence** the Detachment Commander has demonstrated over the evaluation period.

Please describe any **opportunities for development** for the Detachment Commander based on the evaluation period.

Please provide any **other feedback** related to the Detachment Commander from the evaluation period.

Comments/Response from the Detachment Commander

Example: Most impactful ongoing initiatives and projects

Response from the OPP Detachment Board (optional)

5. Digital Signatures

OPP Detachment Board Representative

Detachment Commander



Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board

Wednesday September 10th, 2025

Item 6.1 Managing Municipal Requests and Correspondence

OVERVIEW

At the June 11, 2025 Board Meeting, the OPP Detachment Commander requested direction from the Board on how the Board would like Municipal requests and correspondence managed from municipalities going forward.

There was a brief discussion on this item, and the Board deferred it to the September 10th, 2025 Meeting for further review and discussion.

The Almaguin Highlands Detachment 2023-2025 Action Plan outlines how the Detachment will provide policing services. I have attached it for your use.

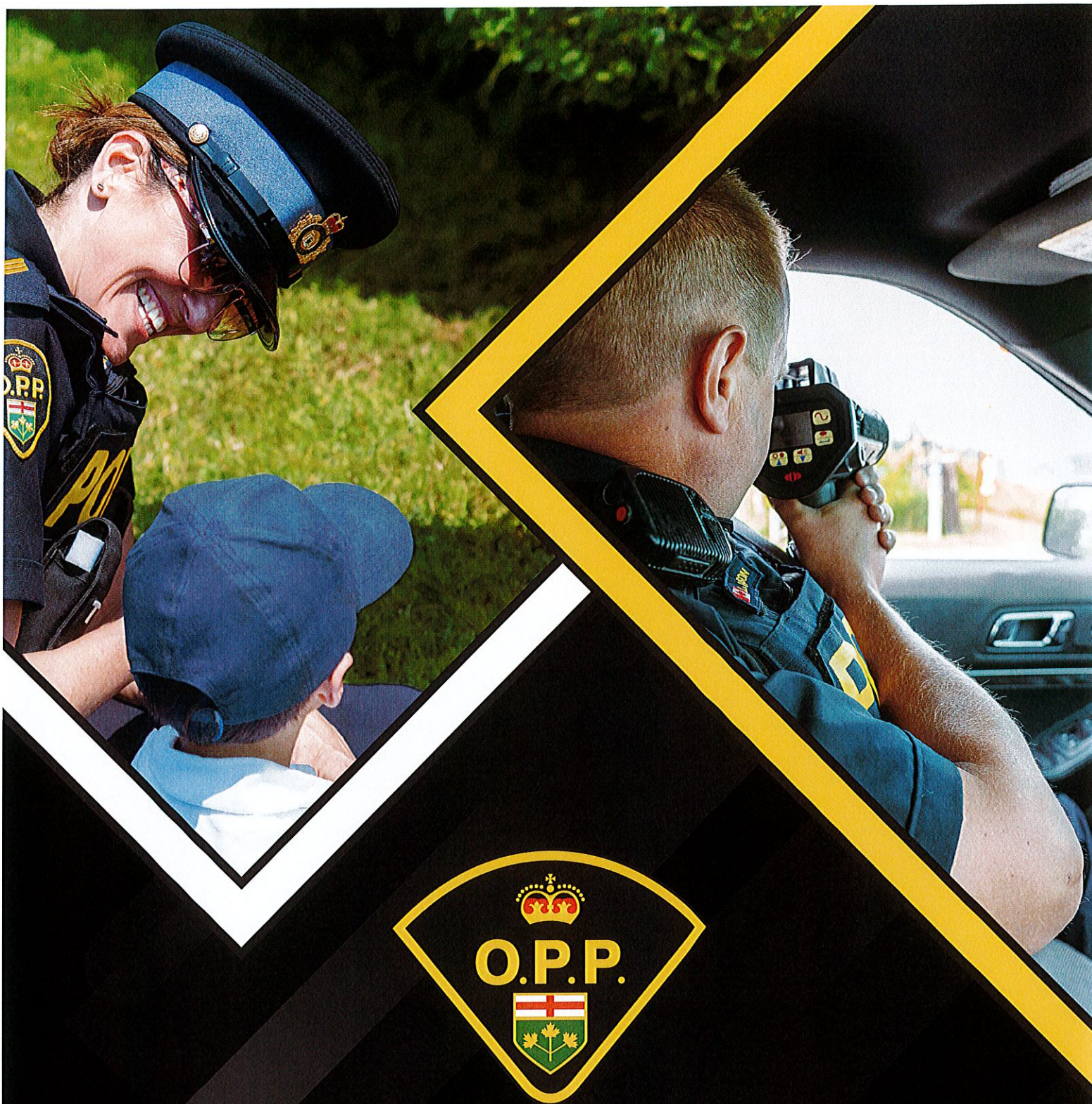
In reviewing the Action Plan, the Terms of Reference, and general municipal practices, requests and correspondence from municipalities would continue to be best managed through the OPP Detachment Commander. The OPP Detachment Commander would then report back to the Board through updates and/or reports.

As the Board moves forward, the OPP Detachment Commander, in consultation with the Board, will prepare and adopt a local action plan annually.

Submitted to the Board for their information and consideration.

ATTACHMENT

- 2023-2025 Action Plan



ALMAGUIN HIGHLANDS DETACHMENT

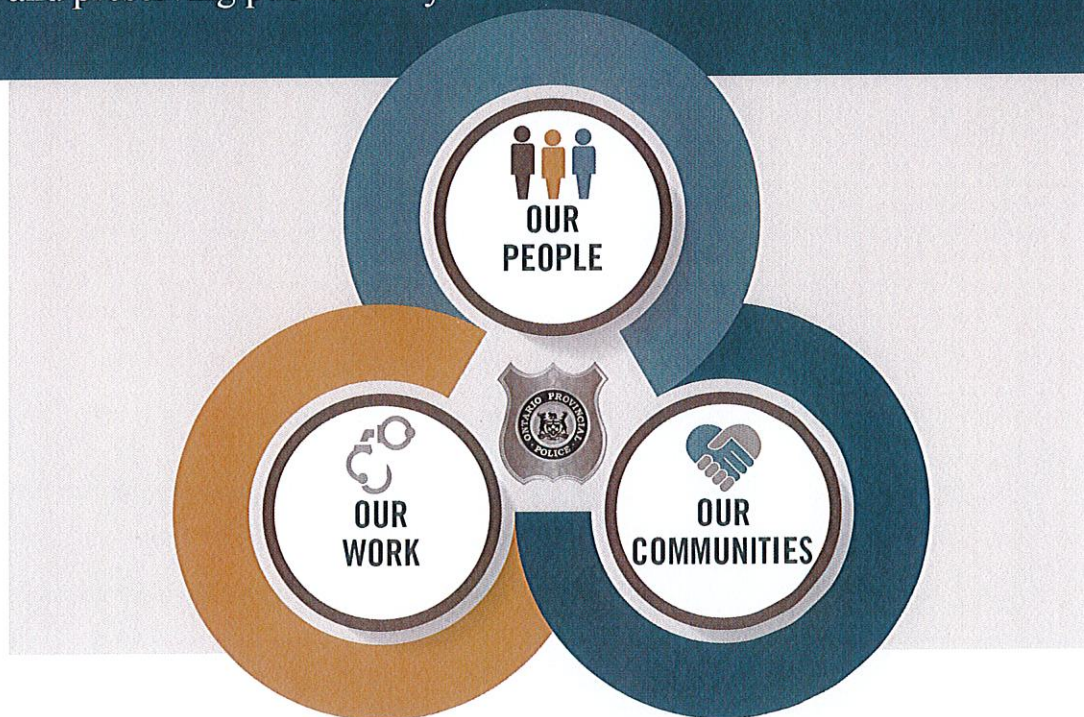
2023-2025 ACTION PLAN

OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.



OUR VALUES

Serving with
**PRIDE,
PROFESSIONALISM
& HONOUR**

Interacting with
**RESPECT,
COMPASSION
& FAIRNESS**

Leading with
**INTEGRITY,
HONESTY
& COURAGE**

Always doing the right things for the right reasons

**ALMAGUIN HIGHLANDS Detachment Action Plan
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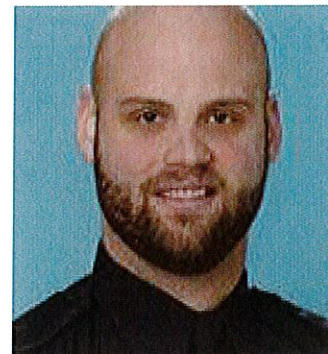
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Message from the Detachment Commander

"The Ontario Provincial Police (OPP) continues to have a clear path forward with the implementation of the 2023-2025 Strategic Plan. As an extension of, and building upon, the 2020-2022 Strategic Plan, we remain focused on and committed to our three strategic priorities, specifically our people, our work, and our communities. The plan will continue to guide our organization's priorities, strategies, initiatives, and the requirements expected with the enactment of the regulations associated to the new Community Safety and Policing Act (CSPA)," OPP Commissioner Thomas Carrique.



I am pleased to present the 2023-2025 Almaguin Highlands Detachment Action Plan. The plan outlines how we will provide policing services, strive towards ensuring the Almaguin Highlands maintains its safe communities, and build resiliency in our members.

As the Detachment Commander, I am pleased to be supported by a team of great officers, civilians, and community members to ensure the overall well-being of our communities. We remain committed to enhancing service delivery by engaging with our community partners, leveraging technology, and building upon mutually effective relationships in support of community safety and well-being. Our three priorities remain our work, our people, and our communities, and we will continue to work tirelessly to reach our vision of Safe Communities...A Secure Ontario.

Our work will focus on harm reduction activities and victimization. Special attention will be given to those evading arrest as we work to support our victims of crime and hold those accountable who choose to prey on our citizens.

Through internal and external support programs and educational opportunities, we will look to build upon the resiliency of our officers and support staff. As the Detachment Commander, I am dedicated to ensuring each officer attains their personal and professional best, to enhance service delivery within the Almaguin Highlands. Recognizing the importance of expanding our appreciation for cultural differences and continuous learning, I will look to leverage training opportunities, support self-directed learning, and continue to identify opportunities for our members to learn and engage with community members to enhance the officer experience and potential.

Working alongside our community partners, we will develop a co-response model that will support those in crisis and put them in touch with the community services available to them. Focusing on harm reduction and risk intervention strategies we will work to improve the communities' overall well-being. As a long time resident in the Almaguin Highlands, I understand and appreciate the importance of working together and engaging the myriad of support services available to our residents to achieve common goals. With the support and participation from our municipalities, I look forward to achieving the goals set out in this plan and fulfilling our mission to serve our province by protecting its citizens, upholding the law, and preserving public safety.

Staff Sergeant G. D. (Doug) Vincer
Detachment Commander
Almaguin Highlands OPP Detachment

Our Detachment

The Almaguin Highlands Detachment encompasses 12 separate communities along with some unincorporated areas. The permanent population is estimated to be approximately 14,500 people (2021 census). We have a large cottage and seasonal population that take advantage of our 100+ picturesque lakes within the Almaguin Highlands; increasing our population to upwards of 50,000 during the summer.

We have six public schools within Almaguin (five elementary and one secondary school) and work closely together to ensure the safety of our children.

The Almaguin Highlands area is largely rural with a summer influx of seasonal residents. The western portion of Algonquin Provincial Park, including four access points, is within the detachment area. The Mikisew Provincial Park is also housed within the northwest section of our detachment area.

The abundance of trail systems is ideal for off-road and snowmobile enthusiasts, while our numerous lakes and river systems are used for fishing and boating and pleasure craft aficionados.

Highway 11 is our main artery for connecting Central and Northern Ontario. It is a divided, four-lane roadway which horizontally divides our entire detachment area. It makes for effortless travel into and through the area bringing additional persons into the Almaguin Highlands.

With an aging population, the effects of the COVID-19 pandemic and the ability to telecommute, seasonal residents are moving permanently to the area. This has increased our population approximately 7% since 2016 and continues to promote the Almaguin Highlands an attractive destination to those from the south for investment opportunities as well as tourism.

Although small business and tourism is the heart of our communities, we do have large industry within our area, Lofthouse Brass in Burk's Falls, Phoenix Trusses, Mac Lang's and Bray Motors automobile dealerships in Sundridge, and Swift Canoe and The Bear Chair Company in South River, who are major employers.



Action Plan Commitment Summary

The OPP's action planning process ensures compliance with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards) filed as O. Reg. 3/99 in 1999.

Through analysis and consultation, the following areas of focus were identified for the next three years. These are reflective of local issues; activities will be addressed, monitored and adjusted as needed.

Crime	Roadways, Waterways and Trails	Community Well-Being
<p>Reduce harm and victimization in the areas of:</p> <ol style="list-style-type: none"> 1. Violent crimes including intimate partner violence, assaults and sexual assaults. 2. Property crime including theft over \$5000 and possession of stolen property. 3. Illicit drug trafficking and drug-related deaths. 4. Cyber-crime and phone scams. 	<p>To sustain a continuous and year-round focus on the "Big Four" causal factors of fatal, personal injury, and property damage collisions by changing driver behaviours responsible for injuries and deaths on roadways, waterways, and trails:</p> <ol style="list-style-type: none"> 1) Impaired (alcohol/drug). 2) Speeding/aggressive driving. 3) Distracted driving. 4) Lack of occupant restraint and safety equipment. 	<p>Identify and utilize a collaborative response to calls for service involving substance abuse issues and mental health crisis.</p>

Crime

Description: Almaguin Highlands continues to deal with violent crime, property crime, drug abuse, and homelessness. As such, a coordinated and comprehensive effort on the part of the police and community partners must be undertaken to effectively combat these issues.

Victims and their needs will be at the forefront of every investigation. Partnerships with victim services will continue to be utilized and monitored to ensure that all have access to support throughout the investigative stages and court process.

Commitment	Outcomes	Actions
Reduce harm and victimization in the areas of: 1. Violent crimes including intimate partner violence, assaults, and sexual assaults. 2. Property crime including theft over \$5000 and possession of stolen property. 3. Illicit drug trafficking and drug-related deaths. 4. Cyber crime and phone scams.	A reduction in the areas listed with an increase in clearance rates.	1. Monitor crime trends using criminal analysis and proactive compliance checks, and our Offender Management and Apprehension Program (OMAP) with the intention of realizing a reduction in criminal occurrences and minimizing recidivism. 2, Support the development of our Almaguin Highlands Community Street Crime Unit (CSCU) and Criminal Investigations Unit to augment available local resources through temporary learning opportunities. 3.Promote local safety messaging through local media and community services officer presentations to enhance public awareness and encourage safety planning. 4. Engage with Victim Services and our judicial partners to ensure the best possible outcome and available supports.

Roadways, Waterways and Trails

Description: Highway 11 is a main artery to access our northern communities, seasonal cottages, waterways, and trail systems. This will remain a patrol and enforcement priority: impaired operation, seatbelts, speeding/aggressive driving, and distracted driving; the Big Four causal factors of deaths and injuries on our highways. The OPP is committed to ensuring the safety of all travelers and adventurers.

Commitment	Outcomes	Actions
<p>To sustain a continuous and year-round focus on the “Big Four” causal factors of fatal, personal injury, and property damage collisions by changing driver behaviours responsible for injuries and deaths on roadways, waterways, and trails:</p> <p>1) Impaired (alcohol/drug)</p> <p>2) Speeding/aggressive driving</p> <p>3) Distracted driving</p> <p>4) Lack of occupant restraint and safety equipment</p>	<p>Augment proactive patrols, reduce personal injury and fatal collisions, and enhanced public messaging in support of public safety.</p>	<p>In support of improving driver habits and safety on our roadways, waterways, and trails, the Almaguin Highlands OPP are committed to:</p> <ol style="list-style-type: none"> 1. Leveraging technology and regional operational analysts to identify problematic areas in support of the effective deployment of OPP resources. 2. Providing education through enforcement activities, such as the 'Reduce Impaired Driving Everywhere' (RIDE) program. 3. Leveraging internal relationships with the Snowmobile, ATV, Vessel Enforcement (SAVE) Unit and Traffic Incident Management and Enforcement (TIME) Team in support of proactive enforcement efforts and public safety on our waterways and trail systems. 4. Enhanced social media and engagement with local enthusiast clubs to provide educational opportunities with our Community Services and Media Officers.

Community Well-Being

Description: Community safety requires sustained engagement and proactive partnerships. We are committed to building upon existing external relationships and improving frontline service delivery for our citizens.

Commitment	Outcomes	Actions
Identify and utilize a collaborative response to calls for service involving substance abuse issues and mental health crisis.	Reduce repeat calls for service for non-police-related incidents and enhance awareness of community support services.	<p>Enhance the co-response of internal and external resources to support community members suffering from mental health crisis and/or substance abuse issues. This will include:</p> <ol style="list-style-type: none"> 1. Enhance existing relationships with the Canadian Mental Health Association, the District of Parry Sound Social Services Administration Board, and local support services. 2. Ensuring we provide a victim-centered approach in all investigations and calls for service. 3. Enhance local officer training and expertise related to mental health crises through established relationships.



2023-2025

ALMAGUIN HIGHLANDS DETACHMENT ACTION PLAN

PROGRAMS & SERVICES

Alcohol and Gaming Enforcement	Drug Evaluation and Classification	Provincial Operations Centre
Asset Forfeiture	DNA Coordination	Public Order
Auxiliary Policing/Chaplaincy	Emergency Management	Remotely Piloted Aircraft Systems
Aviation/Flight Operations	Emergency Response	Repeat Offender Parole Enforcement
Biker Enforcement	Explosives Disposal	RIDE (Reduce Impaired Driving Everywhere)
Blood Stain Analysis	Federal Firearms Program Delivery	Search and Rescue
Breath Analysis/Drug Recognition	Federal and Provincial Road Safety Countermeasures	Security Assessments and Enquiries
Canine Search, Rescue, Tracking and Detection	Forensic and Identification Services	Surveillance - Electronic and Physical
Chemical, Biological, Radiological, Nuclear and Explosive Response	Fraud, Corruption, Economic/Financial Crime Investigation	Tactical and Emergency Medical
Child Exploitation Investigation	Hate Crimes/Extremism Investigation	Tactics and Rescue
Civil Litigation File Coordination	Illegal Gaming Investigation	Technological Crime/ Digital Evidence Forensics and Analysis
Civilian Data Entry	Incident Command	Threat Assessment
Collision Reconstruction and Investigation	Indigenous Policing	Traffic Safety
Commercial Vehicles and Dangerous Goods	Information Technology	Training
Communications	Intelligence	Underwater Search and Recovery
Community Policing	Justice Officials and Dignitary Protection Services	United Nations Policing Missions
Community Street Crime Units	Marine, Motorized Snow and Off-road Vehicle and Motorcycle Patrol	Urban Search and Rescue United Nations Policing Missions
Complaint Investigation	Media Relations	Video Forensics
Computer-Aided Dispatch	Missing Persons and Unidentified Bodies	Violent Crime Linkage Analysis
Contraband Tobacco	Offender Transportation	Victim Assistance, Support and Response
Court Case Management	Ontario Sex Offender Registry	Weapons Enforcement
Crime Analysis	Organized Crime Enforcement	Witness Protection
Crime Gun Analysis	Physical Security Services	
Crime Prevention and Community Safety	Polygraph	
Crime Stoppers	Provincial Anti-Terrorism	
Criminal Investigation Services and Major Case Management	Provincial Cybercrime Strategy	
Crisis Negotiation	Provincial Human Trafficking Strategy	
Drug Enforcement		

The above list corresponds with the *Adequacy and Effectiveness of Police Services Regulation* (Adequacy Standards, O. Reg. 3/99). The list further provides an overview of various OPP programs and services but should not be considered complete.

CONTACT THE OPP

REACH THE OPP BY PHONE

- Call 9-1-1 for emergencies
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-emergency calls
- TTY 1-888-310-1133
(for the Deaf, Hard of Hearing and Speech Impaired)
- Know your location

SPEAK WITH AN OFFICER IN PERSON

To arrange to meet an officer at a detachment, go to www.opp.ca to use the Local Detachment Finder and follow the prompts.

PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit www.crimestoppers.ca

REPORT ONLINE

You now have the option to report select occurrences to police from the convenience of a computer.

Visit www.opp.ca/reporting to use the Citizen Self Reporting system. Specific incidents can be reported online at your convenience without attending a detachment or waiting for an officer.

You can use this system to report:

- Driving Complaints
- Lost/missing property
- Mischief/damage to property
- Mischief/damage to vehicle
- Stolen licence plate(s) and/or validation sticker
- Theft From vehicle
- Theft

Do not use this system if this is an emergency! If it is, call 9-1-1.

9-1-1 is for police, fire, or medical emergencies only.

Every time an accidental or hang-up 9-1-1 call is received, OPP officers are dispatched.

You may be taking police officers away from a real emergency.

#KnowWhenToCall

If you've dialed in error, stay on the line and speak with the communicator. This will eliminate the need for the emergency operator to call back. As per OPP policy, officers will still be dispatched to ensure you are safe.

ACTION PLAN

2023-2025

**ALMAGUIN
HIGHLANDS
DETACHMENT**

P.O. Box 514
46 Hwy. #520
Burks Falls, Ontario
POA 1C0

Tel: 705-382-2015
Fax: 705-382-2495



Follow us on





Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board

Wednesday September 10th, 2025

Item 6.2 OPP Detachment Board Insurance {Update}

UPDATE

As a follow up from the June 11th, 2025 Board Meeting, the insurance is in place and has been renewed from September 27, 2025 to September 27, 2026 at a cost of \$3,888 including taxes, which works out to \$324 per municipality for the year.

The Township of Perry will be invoicing each of municipalities within the Board jurisdiction equally for their share of \$324.

ATTACHMENT

- OAPSB Group Insurance Sheet



Ontario
Association of
Police Service
Boards

GROUP INSURANCE SOLUTION



Medallion
GROUP INSURANCE FOR FIRST RESPONDERS
By McFarlan Rowlands

\$3,600
ANNUAL
PREMIUM

MEMBER BENEFITS:

- Collective purchasing power
- Preferred pricing with rate stability
- Access to comprehensive coverages
- Efficient renewal handling

COVERAGE:

- \$5,000,000 Commercial General Liability
- \$5,000,000 Directors & Officers
- \$1,000,000 Errors & Omissions (Professional Liability), for your training and policy guidance
- Per Detachment Board:
 - Contents coverage of \$100,000
 - \$50,000 Cyber Insurance
 - \$100,000 Abuse Liability Insurance for legal fees and judgements, actual or alleged abuse

SERVICE COMMITMENT:

- Dedicated email for certificate requests with guaranteed 24-48 hour delivery
- Local Ontario claims service for all program members
- Dedicated Relationship Manager

Coverage is subject to policy terms, conditions and exclusions in the policy wording



Ontario
Association of
Police Service
Boards

GROUP INSURANCE SOLUTION



Medallion
GROUP INSURANCE FOR FIRST RESPONDERS
By McFarlan Rowlands



Josh Fentin
Commercial Account Executive
519-913-3137 Ext. 1427

Dedicated inbox for new members, certificate requests,
claims reporting and any questions:

OAPSB@MCFR.CA



Almaguin Highlands O.P.P. Detachment Board

Regular Meeting of the Board

Wednesday September 10th, 2025

Item 6.3 Community Safety and Well-Being Plan

OVERVIEW

The Police Services Act was amended on January 1, 2019, making it mandatory that all municipalities adopt a Community Safety and Well-Being Plan by January 1, 2021.

In 2015, the Township of Perry worked with the Staff Sergeant of the Almaguin Highlands OPP to complete a pilot project for a Community Safety and Well-Being Plan, however the Staff Sergeant was transferred out of the area on another assignment and due to other projects within the Township of Perry, the pilot project was put on hold.

Perry started the groundwork for a Community Safety and Well-being Plan, and while initially working on the plan, Burk's Falls also demonstrated an interest in establishing a plan. Their Clerk attended many of Perry Township's meetings and also hosted meetings of their own.

The Almaguin Clerk's Group met on June 19, 2019 to discuss a Regional Plan with the Clerks and it was agreed that Burk's Falls and Perry would take the lead.

As part of the requirements under the Police Services Act, an Almaguin Advisory Committee was formed with representatives from the OPP, CMHA, NNDSB, LHIN, DSSAB, CAS, together with Staff and Council representation to discuss the issues and concerns of various stakeholders within our communities. From that initial meeting it was determined to form two sub-committees that would help meet the targets identified in the priority risks assessment.

A Health Sector Committee was formed to collaborate on how to address the needs of recruiting doctors and a second Employment Sector Committee was formed to identify the reasons for the lack of employment opportunities.

A draft Plan was presented to the Advisory Committee in early winter and it was approved by the Advisory Committee. The Almaguin Clerk's Group then reviewed the Final Plan, prior to adoption by all Councils.

The Plan is based on a survey done in 2020 and a lot of positive steps have already occurred. Municipalities and current doctors have been successful with physician recruitment, new housing has started, although it is recognized that we are still in a housing shortage. The pandemic certainly interrupted the development of the Plan and derailed some efforts especially related to employment. With the Plan finalized, actions steps were outlined for the top three issues, and calls to action for stakeholders, with more to be done in the coming years.

Due to COVID an extension was provided and Councils adopted the plan in early 2022 and provided it to the province.

The Almaguin Clerk's Group is currently working on a four-year review of the Plan. A draft update has been prepared and is attached for the Board's review.

Updates are required to the names within the Advisory Committee and Task Force, with the plan of omitting names in future, and including positions within an organization only, so as to keep the plan current.

Now that the Almaguin Highlands OPP Detachment Board has been formed, the Almaguin Clerk's Group is seeking feedback from the Board, and moving forward any updates will be in coordination with the Board.

Submitted to the Board for their review and comments.

ATTACHMENT

- Community Safety and Well-Being Plan
- 2025 Draft updates from Almaguin Clerk's Group



2021 - 2025



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INTRODUCTION

This Community Safety and Well-Being Plan has been developed on behalf of the communities located within Almaguin Highlands region. It is intended to guide local partners involved in the community safety plan and well-being planning process. It summarizes the work that has been undertaken in the development of this plan.

This plan is a living document and will be updated as communities move forward in their work in continuing its commitment to the safety and well-being of its communities. While this plan is in and of itself valuable, the most important part is for planning partners to stay organized and inform collaborating communities of identified area priorities. The most valuable outcomes from this process is to continue improved coordination of services, collaboration, information sharing and partnerships between local government, agencies and organizations and an improved quality of life for community members.

Municipalities involved in this plan throughout Almaguin Highlands:

Township of Armour
Village of Burk's Falls
Township of Joly
Township of Kearney
Township of Machar
Municipality of Magnetawan
Township of McMurrich/Montieth
Township of Perry
Municipality of Powassan
Township of Ryerson
Township of South River
Township of Strong
Village of Sundridge

Coordinator(s):

Nicky Kunkel, Clerk Administrator, Village of Burk's Falls
Melinda Torrance, Deputy Clerk, Township of Perry

COMMUNITY BACKGROUND

The community of Almaguin Highlands has a combined population of 15,866, the largest population is the age group between 15 and 64 years old, and the least populated age group is 85+ years old. 61.2% of the population are in the working age group between 15 to 64 years old.

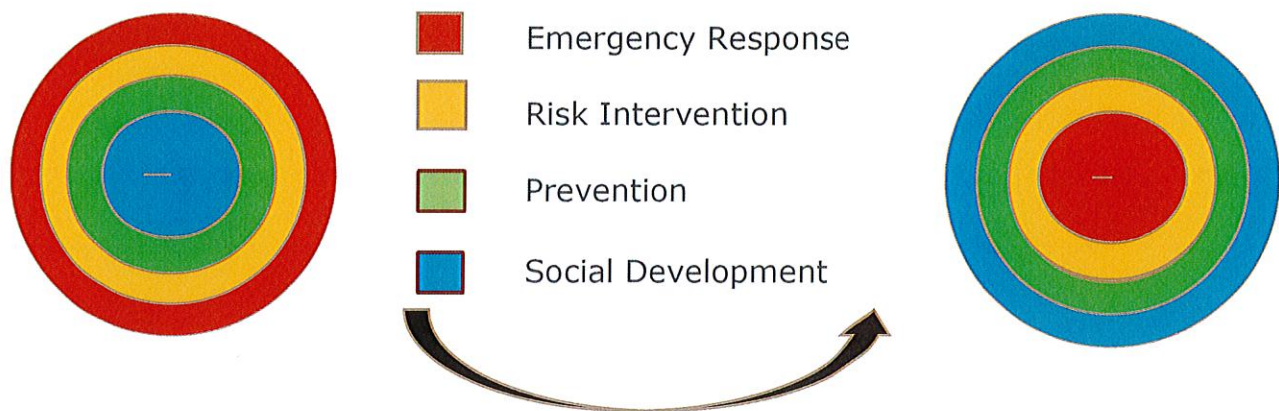
Most residents in Almaguin Highlands are married, with the remainder of the population being single or in common-law relationships; there is also a presence of divorced and widowed households. Most of the land is residential, while other land is seasonal cottages. There is a smaller portion with several retail businesses in downtown cores. Households in Almaguin Highlands have an average annual income of \$54,120.

Stats Canada 2016 Census			
Municipality	Population	Median Total Income of Households	Age %
Township of Armour	1,414	59,648	27.6% (65 yrs + older)
Village of Burk's Falls	981	40,288	60.7% (15-64 yrs)
Township of Joly	304	50,816	63.9% (15-64 yrs)
Town of Kearney	882	56,661	62.1% (15-64 yrs)
Township of Machar	882	62,464	56.8% (15-64 yrs)
Municipality of Magnetawan	1,390	54,336	59.4% (15-64 yrs)
Township of McMurrich/Monteith	824	54,272	65.5% (15-64 yrs)
Township of Perry	2,454	58,069	65.4% (15-64 yrs)
Municipality of Powassan	3,455	66,133	59.2% (15-64 yrs)
Township of Ryerson	648	57,344	60% (15-64 yrs)
Township of South River	1,114	40,576	62.8% (15-64 yrs)
Township of Strong	1,439	60,672	59.4% (15-64 yrs)
Village of Sundridge	961	50,624	54.7% (15-64 yrs)

1. WHY A COMMUNITY SAFETY AND WELL BEING PLAN?

The Province's *Police Services Act* was amended January 1, 2019 to mandate every municipality in Ontario have a "community safety and well being plan". The Plan was created using a collaborative multi-sectoral approach recognizing that it is more than crime that sets the safety and well being in a community. The ultimate goal is to address root causes to circumstances creating the emergency response for residents. This achievement would then focus on enhancing social development and prevention tools and mitigating risks before they become emergencies. It is an ambitious goal that all stakeholders aspire to achieve. The creation of this document and the continuing update and work that will result from it will be a great step in realizing true community safety and well being in Almaguin.

Social Development Chart and Well Being Matrix



The Plan had been in the process prior to legislative changes as Almaguin communities and agencies realized early that change in service delivery and working in a more unified manner would assist all residents.

Impact of COVID 19

COVID 19 is a global pandemic that resulted in the Province of Ontario declaring a state of emergency and throughout this period has placed restrictions on gatherings and public meetings for the safety of all Ontarians.

The pandemic will have a direct long-term affect on Almaguin and services as well. There is increased anxiety, widespread community closures, job losses and social disruptions including on-line learning, limits on gatherings, and a new sense of caution for everyone's health.

The agencies and communities working to create this Plan all adjusted their service delivery to continue providing the necessary resources to Almaguin residents. However, it has also increased workloads and affected abilities for contributions to non-urgent assignments. Each partner does recognize the importance of the document and has done their best to ensure their voice is heard and will continue to be heard as the implementation of recommendations and relationships between agencies grow.

2. COMMUNITY ENGAGEMENT

Early Consultations

To support the identification of local risks, partners involved in the development of the Almaguin Highlands Community Safety and Well Being Plan hosted community engagement sessions within their own municipalities. The Village of Burk's Falls hosted a community action stakeholders team meeting in 2015. The main issues identified by the school board were learning behaviours, violent outbursts, broken homes and parenting conflicts, as well as not enough funding for after school programs or high school programs. In addition, the team meeting identified an increase in drug addiction, a shortage of affordable housing, and poverty and hunger in families.

The Township of Perry hosted two meetings one in 2015 with community involvement and a secondary meeting in 2016 with agency stakeholders. The first session had approximately 40 participants that included representation from a variety of agencies/organizations across a wide range of sectors and members of the public. The open discussion revealed concerns of risk areas as being, email/telephone scams and cybercrime, underemployment in the vulnerable sector, assistance for victims of male abuse and community patrol/neighbourhood watch. The secondary session with stakeholder agencies held in 2016 was not open to the public. It was initiated to better understand how municipalities can assist in the needs of the various agencies and to encourage more communication and collaborate on identified matters within each agency.

There was a lot of discussion surrounding mental health and the effects it has on the number of calls the OPP and Huntsville Hospital handle. Representatives from the OPP also disclosed the need for community mobilization and working together with other agencies to identify issues and develop strategies for long term solutions for those with mental health issues or those who experience victimization.

Service Provider Consultation

While it is the municipalities steering the development of the Plan, our role is to facilitate as we do not provide direct services. However, as you will see further along, there is a role for councils to mitigate risks moving forward.

In 2019 as the Almaguin municipalities began to work together to create the full Community Safety and Well Being Plan. A survey was sent to all agency stakeholders to update the issues and concerns they are experiencing to find common themes and identify emerging issues. A summary of the results is attached in the appendix.

Public Consultation

What the community depicts as concerns is equally as important as the municipalities and the agencies who are addressing the known and on-going issues in the region.

The survey asked questions regarding: safety, security and crime; physical and mental health; experience with substance abuse; opinions on quality of life and employment information. A copy of the survey is available in the Appendix.

The survey was available to every resident in Almaguin. There was an on-line component through Survey Monkey as well as hard copies available for pick up/completion in each municipality. The survey, while anonymous, asked each participant to identify where they live, their gender, age and other demographic information. From this we know the majority of the respondents at 73% were married females aged between 36 and 55 and 86% of the respondents were permanent residents.

Residents provide a different perspective and can highlight where people are struggling or when plans and policies are already working to mitigate issues. The agency results does include areas that the residential survey does not include and vice versa. However, there are some common themes identified as well and that will be the focus of the Plan.

3. PRIORITY RISKS

The risks identified throughout this Plan were selected through the stakeholder and community surveys. Seven agency stakeholders submitted statistics, emerging trends, current programs and problems they viewed as needing assistance with.

The community survey resulted in a total of 444 responses. There were 34 multiple choice questions where some questions allowed for written comments. The surveys were sorted by municipality along with the top safety and well-being items the communities felt were of the most important.

The top three (3) community concerns that closely related to agency stakeholder concerns will be a focus in this first four year plan.

Top 3 Community Safety and Well-Being Priorities**1. *Physical Health, Access to Healthcare***

- 49.04% respondents rated the most important safety and well-being priority was the lack of healthcare physicians and services within the Almaguin region. There was an outstanding amount of concern with the fact that there are not enough doctors in our areas. Quite a number of individuals do not have a family doctor that is close or do not have a family doctor

at all. Other responses included having no access to walk in clinics or health resources such as nurse practitioners, optometrists, dentists, therapists, labs, etc.).

2. Access to Services

- A majority of responses were related to the lack of access to healthcare services and supports. 123 responses out of 444 represented 32.63%, indicating that program and clinic location has impacted their ability to receive proper physical or mental health supports. Lack of local mental health support or long wait times to get into counselling services were also expressed. There were a minimal number of responses for access to a gym, summer/camp activities for children and indoor recreational programs.

3. Employment Opportunities

- The majority of answers regarding employment were either full time workers or retired. Of those that are currently unemployed, lack of opportunity and location were the most prominent factors that were preventing people from finding a job. Precarious employment and insufficient opportunities are also a concern. Opportunities for youth employment were also reported as lacking.

Further priority risk factors that are common between stakeholders with a stronger rating from agencies are;

4. Affordable Housing

- Comments from both agency and the community surveys in 2019 expressed concerns regarding affordable housing. Whether the housing is rental or ownership, shelter is clearly a necessary item that improves many of the social development and community well being.

5. Services to Youth and Education Institutions

- In discussions, it is clearly evident that youth are affected by the factors of social development from an early age. These factors may affect ability to learn and to focus in class. It is important to identify youth who need assistance early to provide them with the best opportunities for success.

There are common social denominators, Province wide, that are widely known to effect one's development and quality of life. These are mental health, substance abuse, and violence. It is interesting to note that while agencies in Almaguin placed these among the higher rated issues that they respond to, the community survey results did not rank them high. Out of 27 issues asked to be ranked in the survey the community ranked personal safety as 9th and mental health and substance abuse as 15th and 22nd with domestic violence as 19th overall.

It is suggestive that as the top 5 priorities become addressed and people are finding security when those factors are resolved, that the response for mental health and protective services will be relatively reduced.

4. ALMAGUIN ADVISORY COMMITTEES

An Almaguin Advisory Committee was formed to delve into the issues and concerns of various stakeholders within our communities. Meetings will continue to be held to address new and continuous concerns and collaborate on ideas to assist each other. The advisory committee membership consisted of:

- Dominic Lalonde, Ontario Provincial Police
- Megan Wagué, Local Health Integration Network
- Jayme Young, District of Parry Sound Social Services Administration Board
- Laurie Macdonald, Canadian Mental Health Association, Muskoka Parry Sound
- Al Bottomley, Near North School Board, Trustee (representing Almaguin)
- Gisele Hebert, Children's Aid Society of the District of Nipissing and Parry Sound
- Nicky Kunkel, Village of Burk's Falls
- Melinda Torrance, Township of Perry

5. TASK FORCE AND MEMBERS

In addressing the top community priorities identified by the survey the Advisory Committee also established two task forces to gain more insight into the issues of Almaguin. These two task forces met as needed to identify needs with the community and provide recommendations on how to mitigate the concerns as they were expressed.

A. Physical Health, Access to Healthcare (Priority 1 and 2)

Health Advisory Task Force

- **Purpose:** to discuss priority one (1) and two (2) regarding how to attract and retain physicians within Almaguin Highlands and to address healthcare issues with a regional approach.

- **Membership:** the healthcare task force included representation from various sectors within the health field. Specifically, the taskforce consisted of:
 - Kevin MacLeod, Burk's Falls Family Health Team
 - Megan Wagué, Local Health Integration Network
 - Dr. Dan Pessotto, South River
 - Marianne Stickland, Almaguin Ontario Health Team, Sundridge Medical Centre
 - Councillor Rod Ward (Armour Township), Almaguin Highlands Health Council
 - Jeanette Smith, Almaguin Community Economic Development
 - Dominic Lalonde, Ontario Provincial Police

Employment Opportunities (Priority 3)

Employment Advisory Task Force

- **Purpose:** to discuss the lack of employment opportunities and collaboratively approach ideal solutions for the Almaguin Highlands community.
- **Membership:** this group includes representation from various stakeholder and agency groups whose mandate aligns with this group's purpose. Specifically, membership consisted of:
 - Jessica Busch, Women's Own Resource
 - Stacey Fidler, Labour Market Group
 - Romano Marchi, Agelic
 - Jennifer Farquhar, Almaguin Chamber of Commerce
 - Dave Gray and Jeanette Smith, Almaguin Community Economic Development
 - Jeff Degagne, Ontario Works
 - Luke Preston, Employment North - Sundridge
 - Dominic Lalonde, Ontario Provincial Police
 - Nicky Kunkel, Village of Burk's Falls
 - Melinda Torrance, Township of Perry

6. PLANS TO ADDRESS PRIORITY RISK

Priority Risk #1: Physical Health, Access to Healthcare Providers

A large amount of the population within Almaguin Highlands is without access to primary healthcare physicians and healthcare services. As a result, individuals have been on long waiting lists to obtain a family physician in the limited areas where physicians are located. Additionally, the Almaguin Highlands has not attracted several other healthcare services that are provided in larger centers. Residents have to travel long distances for specialist consultations, treatments, nurse practitioners and even walk-in clinics.

Vulnerable Group: infants, children, young families and seniors

Risk Factors: undiagnosed ailments, lack of primary care

Protective Factors: positive medical outcomes, healthcare support services, transportation service increases

Activities:

- Broker partnerships between healthcare professionals within Almaguin Highlands
- Expansion of services for after hours
- Engagement sessions involving agency stakeholders
- Meetings held every three months with healthcare committees, physicians, local health networks
- Review outcomes of physician recruitment process to consider amending and enhancing procedures
- Implement transportation services

Immediate Outcomes:

- Community is better informed of issues faced related to community safety and well-being (healthcare and employment specifically)
- Impacts of not receiving immediate healthcare, all age groups affected, continued communication with service providers, agencies and stakeholders
- Increased access to healthcare and transportation
- A coordinated approach to supporting the efforts of the advisory groups who are helping to bring primary care to our region

Intermediate Outcomes:

- Increase access to physicians

Long-Term Outcomes:

- Increase community safety and well-being through an increase in healthcare services

Priority Risk #2: Access to Services

The lack of transportation continues to affect all age groups within Almaguin Highlands. Seniors do not have the ability to leave their houses to do simple everyday tasks. Youth, young and middle age citizens are at risk of not gaining employment. There is no access to healthcare services for those that may need to travel to different centers (for OTN or to obtain specialist appointments).

Vulnerable Group: infants, children, young families and seniors

Risk Factors: poor mental health, loneliness, low self-esteem, impulsivity

Protective Factors: self-esteem, adaptability, access to/availability of resources, professional services and social supports

Activities:

- Broker partnerships between municipal and ride-hailing companies (Uber, Lyft)
- Engage local businesses to commence a ride-share committee. Possible to have volunteers pick up new or existing employees/residents requiring transportation
- Participating municipalities promote Carpool Almaguin parking lots – consider digital options for promotion and ride sharing linking, etc.
- Communicate with busing companies inquiring about the use of school buses outside of start and end times for school
- Continued support in economic development
- Create a website for ride-share options

Immediate Outcomes:

- Job employability increases
- Individuals are able to get the healthcare services they require
- Seniors will be provided opportunities to be independent and socialize

Intermediate Outcomes:

- The level of service availability meets the needs of the population

Long-Term Outcomes:

- Increase community safety and well-being through an increase in healthcare and employment services. Will also greatly increase social interaction and provide an avenue for independence

Priority Risk #3: Employment Opportunities

There is a disconnect between employers and people seeking employment in and around Almaguin Highland region. The current COVID-19 pandemic is inhibiting job seekers as the government supplies CERB and Employment Insurance which strengthens the lack of motivation. There is a declining population with not enough people to fill job vacancies and larger centers have larger projects thereby bringing in more people. The lack of transportation is also a defining factor for people not being able to commute between home and job sites.

Vulnerable Group: teens, young to middle income families

Risk Factors: lack of opportunities for young people possibly leading them to addictions or crime, not knowing whether bills can be paid can lead to emotional instability/stress/anxiety

Protective Factors: self-esteem, positive relationship with family and friends, stability of the family unit, opportunities for youth and young families

Activities:

- Engage multiple business meetings seeking what employers are looking for and assisting them with job applicant opportunities
- Implementation of settlement and retention strategy – integrate immigration into placements and assist in finding housing
- Implement strategies for advertising and promoting outside the Almaguin Highlands region
- Engage high school students asking them what they are seeking and how employment services can assist

Immediate Outcomes:

- Increase in self-awareness and pride
- Ability to self-sustain
- Connecting individuals with skills to appropriate jobs

Intermediate Outcomes:

- Job seekers are provided with the support they require to obtain gainful employment with the assistance of employment programs

Long-Term Outcomes:

- Increase community safety and well-being with job stability and housing

7. STAKEHOLDERS CALL TO ACTION

There are several actions that all stakeholders can do to improve the safety and well being of Almaguin communities. Only by working together can the activities and goals outlined be realized.

1. Advocate

Having an understanding of what the community and the service agencies consider to be the issues in Almaguin better prepares each stakeholder to advocate for change. Chronic underfunding and staffing issues are identified as issues actively affecting Almaguin.

Municipal councils can advocate and support increased funding when meeting with senior levels of government for health care services. There are several existing groups in the region who are working toward increasing access to services such as the East Parry Sound Community Service (Eastholme), Almaguin Highlands Health Council, and doctors and Family Health Teams. When councils are deciding policies, they can consider the priorities listed to ensure they are being proactive in the resolution. For instance, when reviewing official plans they can create policies regarding affordable housing, secondary units, where growth will be focused to mitigate transportation barriers and when developers approach to build subdivisions or multi-residential units agreements can be created to ensure some affordable units are made available. Creating and supporting volunteer programs/organizations and opportunities can provide residents with new skills that can be transferred to employment positions. Supporting businesses and new start-up companies and ensuring they have access to regional resources improves the overall economy.

2. Communication and Awareness

Open and two-way communication is necessary to informing advocacy as well as ensuring efforts are collaborative and not duplicating efforts. While it may be inevitable, like minded groups working toward the same goals can share notes/minutes with councils and other agencies to augment efforts instead of straining limited resources. This could be the creation of quarterly or semi-annual meetings between similar organizations (health committees, education services) to discuss new trends and emerging issues. Some such communities exist, such as HOME, the AHHC, and the OPP/Mental Health Protocols. Only by championing additional collaboration can better mitigation and prevention be obtained.

Equally important is the ability for residents to have open dialogue with all stakeholders. Transparency, accountability and creating the awareness for residents to become involved and have a voice will garner trust and with intention allow people to seek assistance.

Just as the local well being services and agencies will develop more collaboration opportunities, it is important to ensure all municipal officials and stakeholders know there are resources available to them now. While Almaguin may be underserved, it is not void of services. In the Appendix is a list of services within the region. It is important to know who to call. When it is urgent with an active crisis call 911. If the situation allows, call 211 for the right service contacts. The awareness of what assistance is available is a critical step to improving everyone's safety and well being.

3. Data Collection

It was evident in the preparation of this Plan that Almaguin specific data is not well kept by all agencies. Many local services are based regionally and have statistics for the head-office but not at the local levels that are easily obtainable. It is time consuming to track responses that become consumed in larger reporting requirements. It is important that any local office also keep statistics and bench marking tools for the Almaguin area. In trying to determine what affordable housing looks like, agencies do not keep a list of area rental rates to gauge market values in Almaguin. Canadian Mortgage and Housing Corporation does not have a figure for affordable rent between Parry Sound, Nipissing and Muskoka. Almaguin is combined, yet a very different community than the rest. This, then means, any developer has to complete their own study which may be a deterrent to providing affordable housing. When sitting on agencies, boards and communities, council members can advocate for better data collection opportunities.

4. Cooperation

The safety of Almaguin can be gauged by the calls for service by the Almaguin OPP Detachment. It will be necessary to implement key strategies to mitigate victimization. Speeding, impaired and distracted driving on roadways and ATV/Snowmobile trails is a concern and education programs are in place to prevent these occurrences. Municipalities can assist by sharing information on social media platforms, really from all agencies that service Almaguin.

The Almaguin OPP works with the Muskoka Health Centre to streamline intake protocols, the Canadian Mental Health Association through co-response and intervention teams and they participate in a program with the District of Parry Sound Social Services for homelessness. The Almaguin Detachment Commander is required to draft a three (3) year action plan and posts an annual update on OPP.ca. The local statistics on calls-for-service identify the priorities and action steps to mitigate the most urgent of matters in Almaguin.

Community Policing Boards are being created by the Province and the Almaguin Detachment will have a Board as already determined by the municipalities to the Solicitor General. The next step for this initiative is expected early 2022. It will take this cooperation

among the OPP, municipalities, and the social agencies to bring meaningful change to Almaguin residents.

8. COMMUNITY SAFETY AND WELL-BEING PLANNING GOVERNANCE STRUCTURE



- ▶ Commitment from local governance
 - ▶ Obtained multi-sectoral buy-in
 - ▶ Community is engaged
 - ▶ Advisory Group formed
- ▶ Healthcare and Employment Task Forces formed
- ▶ Risks are identified and prioritized
 - ▶ Key stakeholders meet
 - ▶ Plan is reviewed
- ▶ Plan is finalized and released publicly

9. CONCLUSION

The Almaguin Highlands Community Safety and Well-being Plan (CSWB) Plan establishes a framework and coordinated approach to working alongside system partners to continue promoting safety and well-being for all residents within our region. As agencies and stakeholders move into implementation, progress will be tracked with monitoring and evaluation through continuous meetings with the advisory groups and municipal partners. Throughout the 4-year course of the plan and in future iterations, we will continue to be responsive to emerging needs in our communities and create ongoing opportunities for community engagement and involvement.

With the combined efforts of our community stakeholders, we would like to thank the following:

- Megan Wagué, Local Health Integration Network
- Jayme Young, District of Parry Sound Social Services Administration Board
- Gisele Hebert, Children's Aid Society of the District of Nipissing and Parry Sound
- Dominic Lalonde, Ontario Provincial Police
- Kevin MacLeod, Burk's Falls Family Health Team
- Megan Wagué, Local Health Integration Network
- Dr. Dan Pessotto, South River
- Marianne Stickland, Almaguin Ontario Health Team
- Councillor Rod Ward (Armour Township), Almaguin Highlands Health Centre
- Jessica Busch, Women's Own Resource
- Stacey Fidler, Labour Market Group
- Romano Marchi, Agelic
- Jennifer Farquhar, Almaguin Chamber of Commerce
- Dave Gray and Jeanette Smith, Almaguin Community Economic Development
- Jeff Degagne, Ontario Works
- Luke Preston, Employment North - Sundridge
- Nicky Kunkel, Clerk, Village of Burk's Falls
- Melinda Torrance, Deputy Clerk, Township of Perry

Almaguin Clerk's Group Updates 2025

TITLE?

Almaguin Highlands has a regional Community Safety and Wellbeing (CSWB) plan for 2021 to 2025. A small group from 3 participating municipalities was formed to review the plan by celebrating accomplishments, updating information and offering any new actions as an update for the plan for the next 5 years.

The document is supplemental to the original CSWB plan and in effect until the end of 2030.

COMMUNITY BACKGROUND

The original plan included demographic information from the 2016 Census data. Please find below the updated census data using 2021 data.

significant changes. PHICS USING STATS CAN 2021, compare with 2016 and describe any

PRIORITY RISKS

The following 5 risks were identified by survey ranked in order of importance.

1. Physical Health, Access to Healthcare

- The Sundridge & District Medical Centre's Lead Physician coordinates additional HCP to provide services to patients that are outside of the scope of services the medical centre's HCP offer [ie dietician, social work]
- Expansion of services for after hours
- The SDMC is a partner of the MAOHT and has representation on the various committees under that umbrella, and the SDMC has a representative that sits on the AHHCC.
- Village of Sundridge contributes \$1,000 per year to the MAHC HR Recruiter Position
- South River Machar Medical Centre now partners with the Powassan and Area Family Health Team for expanded services
- actively working to attract a rideshare service
- Council Representative sits on the ACED Community Bus task force

2. Access to Services

- Participation in Carpool Almaguin
- Employing staff dedicated to economic development
- A new Magnetawan Economic Tourism Committee

3. *Employment Opportunities*

- Occasionally advertise on Indeed and through Employment North and Agilec we also hire students every summer for various municipal departments.
- Reach out to the local high school as well – this year was the first year we have received a response from a faculty member.

4. *Affordable Housing*

- Tiny homes are permitted in some municipalities in all zones except for Shoreline.
- ACED Housing Task Force created to explore the need for housing in the region and what can be done individually and collectively.

5. *Services to Youth and Education Institutions*

- Rural and Northern Immigration Pilot in support of increasing economic immigration
- Almaguin Highland Secondary School Engagement Project through ACED

CONCLUSION

The Clerks and Treasurers group of the Almaguin Highlands municipalities will present this supplemental document to their respective councils for approval. The groups also agrees to review the plan again prior to the end of 2030.



DISTRICT OF PARRY SOUND

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Date: September 9, 2025

Motion # 266

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks (MECP), transitioned the cost of the Blue Box Programs to a full producer responsibility (100% cost recovery) model, under Ontario Regulation 391/21 (Blue Box Regulation), made pursuant to the *Resource Recovery and Circular Economy Act, 2016*;

AND WHEREAS under the new framework, producers are individually and collectively responsible for operating and fully funding Blue Box collection systems, effective July 1, 2023, with municipal transition dates phased in through to 2026;

AND WHEREAS municipalities are no longer required to operate Blue Box collection systems after their designated transition date, resulting in the potential for stranded municipal assets, such as materials recovery facilities, vehicles, bins, depots, and other capital investments, which may not be compensated under the new regulatory framework;

AND WHEREAS the Council of the Township of Armour has historically, on behalf of the shared service partners, invested in waste diversion programs and infrastructure to meet provincial mandates and local service expectations;

AND WHEREAS the successful transition to the producer responsibility model requires clarity on asset management, fair compensation for stranded assets, and ongoing communication between municipalities, producers, and the Province to ensure a seamless transition for residents;

AND WHEREAS municipalities continue to have an interest in ensuring that Blue Box programs remain accessible, efficient, and effective for residents throughout and after the transition period;

AND WHEREAS the Municipal Corporation of the Township of Armour and its shared service partners have formally declined the extension to contract made by Circular Materials through the Change Notice dated June 27, 2025;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour hereby:

1. **Requests** that the Ministry of the Environment, Conservation and Parks, and Producer Responsibility Organizations (PROs), work collaboratively with municipalities to address the financial and operational risks of stranded assets;
2. **Advocates** for transparent processes, fair compensation, and timely communication to protect municipal investments and ensure service continuity for residents; and
3. **Directs** that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, Chief Executive Officer of Circular Materials, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities for their information and support; *and forward to Parry Sound District meeting*

Moved by: Blakelock, Rod ☐
Brandt, Jerry ☐
Haggart-Davis, Dorothy ☒
Ward, Rod ☐
Whitwell, Wendy ☐

Seconded by: Blakelock, Rod ☐
Brandt, Jerry ☒
Haggart-Davis, Dorothy ☐
Ward, Rod ☐
Whitwell, Wendy ☐

Carried / Defeated 

Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

☐☐☐☐☐

Opposed

☐☐☐☐☐