

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR MEETING AGENDA

February 11, 2025 AT 6:00 P.M.

THIS WILL BE A HYBRID IN-PERSON/ELECTRONIC MEETING via ZOOM

Members of the Public must register with the Ryerson Township Clerk's Office **prior to the meeting for meeting access and availability of limited in-person seating.**

Members of the Public are not permitted in a Closed meeting.

To Members of the Public: If you have trouble with your connection during the meeting, you may notify the Host by e-mail at: treasurer@ryersontownship.ca

Meeting will be recorded.

The Municipal Council of the Township of Ryerson recognizes that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario, and show respect to the neighbouring indigenous communities.

Note: (R) denotes resolution

1. CALL TO ORDER:

1.1 Attendance, roll call: in person and electronic, late attendees.

1.2 Announcement: This meeting is being recorded.

1.3 Motion to adopt the agenda as presented. **(R)**

2. ADOPTION OF MINUTES:

2.1 Adoption of minutes from the regular meeting January 28, 2025. **(R)**

3. DECLARATION OF PECUNIARY INTEREST:

4. REPORTS:

4.1 **FIRE CHIEF:** Dispatch Agreement **(R)**, Report Capital Purchase. **(R)**

4.2 **CAO/TREASURER:** Council Statement of Remuneration & Expenses for 2024 **(R)**, Memo to Set Special Meeting Budget Dates.

4.3 **CLERK:** Assume a Highway. **(R)**

COUNCIL MEMBERS:

5. BUSINESS ARISING/ACTIVITY LOG:

5.1 Town of Kearney; Resolution 2024-399 **(R)**

6. COMMUNICATION ITEMS:

6.1. General Correspondence:

- Historical Society January meeting minutes.
- Board of Health meeting minutes.
- Joint Building Committee January permit summary.
- Township of Armour Site Plan medical/firehall property.
- Almaguin Community Transportation Committee Terms of Reference
- Almaguin Community Bus Partnership Committee phase one report.
-

7. CONFIRMING BY-LAW

7.1 To confirm the meetings of Council **(R)**

8. CLOSED:

8.1 Resolution to move to a closed meeting pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (f) as the subject matter being considered is regarding subject to solicitor-client privilege including communications necessary for that purpose; The general nature of the closed meeting is to discuss legal matters. **(R)**

9. IMPORTANT DATES:

- February 24, 2025, Tri-Council meeting 7:00 p.m.
- February 25, 2025, Regular Council meeting 6:00 p.m.

10. ADJOURNMENT: (R)

CORPORATION OF THE TOWNSHIP OF RYERSON

LIST OF PROPOSED RESOLUTIONS

FOR COUNCIL MEETING: February 11, 2025 AT 6:00 P.M.

Item # 1 on Agenda Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council adopt the February 11, 2025 agenda as circulated.

Item # 2 on Agenda Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that the minutes from the regular meeting on January 28, 2025 be adopted as circulated.

Item # 4.1 on Agenda Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that leave be given to introduce a Bill # ____-25, being a By-law to enter into a Fire Dispatch agreement with West Parry Sound Health Centre and further;
That By-Law # ____-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 11th day of February, 2025.

Item # 4.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council approves the \$20,000 capital purchase for an enclosed 20'-25' trailer to replace the open trailer carrying the Burk's Falls District Fire Departments ATV, rescue sleigh and forestry trailer.

And that this resolution be sent to the Councils of the Township of Armour and the Village of Burk's Falls for approval.

Item # 4.2 on Agenda Moved by Councillor Abbott, Seconded by Councillor Miller,

Be it resolved that Ryerson Township Council has received the Council Statement of Remuneration and Expenses for 2024.

Item # 4.3 on Agenda Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill# ____-25, being a By-law to assume deviation portions of Midlothian Road Part of Lot 22, Con 10 known as 1470 Midlothian Road; and further, that Parts 2 and 3 of Plan 42R-22651, be transferred into the Township of Ryerson's Municipal Road System and further; That By-law # ____-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 11th day of February, 2025.

Item # 5.1 on Agenda Moved by Councillor Miller, Seconded by Councillor Patterson,

Be it resolved that the Ryerson Township Council supports the Town of Kearney's resolution #2024-399 regarding the cost recovery for the operations of 150 Huston Street (the Almaguin Highlands Health Centre)

Item # 7.1 on Agenda Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # ___-25, being a By-law to confirm the meetings of Council and further; That By-Law # ___-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 11th, day of February, 2025.

Item # 8 on Agenda Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that we move to a closed meeting at _____ p.m., pursuant to the Municipal Act 2001, c. 25, Section 239 (2) (f) as the subject matter being considered is regarding subject to solicitor-client privilege including communications necessary for that purpose; The general nature of the closed meeting is to discuss legal matters.

Item # 10 on Agenda Moved by Councillor Miller, Seconded by Councillor Abbott,

Be it resolved that we do now adjourn at _____. The next regular meeting is February 25, 2025 at 6:00 p.m.

CORPORATION OF THE TOWNSHIP OF RYERSON

REGULAR COUNCIL MEETING

MINUTES

January 28, 2025 AT 6:00 P.M.

The regular meeting of Council of the Corporation of the Township of Ryerson was held **January 28, 2025** at 6:00 p.m. This was a hybrid meeting combining in person, electronic meeting via Zoom and phone.

1. CALL TO ORDER

Mayor George Sterling called the meeting to order at 6:00 p.m.

Attendance was announced, and it was noted that the meeting is being recorded.

Council members attending in person or electronically: Mayor Sterling, Councillors: Abbott, Patterson and Robertson.

Regrets: Councillor Miller.

Staff in attendance: Brayden Robinson and Nancy Field.

Public attending in person or electronically: Nieves Guijarro and Roman Kaczynski.

Notice of this meeting was posted on the website.

2. ADOPTION OF AGENDA

R- 11 - 25 Moved by Councillor Abbott, Seconded by Councillor Robertson

Be it resolved that Ryerson Township Council adopt the January 28, 2025 agenda as circulated.

(Carried)

3. ADOPTION OF MINUTES

R- 12 - 25 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that the minutes from the regular meeting on January 14, 2025 and the special meeting on January 16, 2025 be adopted as circulated.

(Carried)

4. DECLARATION OF PECUNIARY INTEREST: None noted.

5. REPORTS:

CLERK: Nancy inquired if anyone from Council would be interested in attending the FONOM conference. Resolution noted below.

R- 13 – 25 Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that the Ryerson Township Council authorize: Delynne Patterson and Bev Abbott to attend the Federation of Northern Ontario Municipalities (FONOM) May 5-7, 2025, in North Bay.

(Carried)

CAO/TREASURER: Brayden provided council with the amendments to the 2025 fire budget and 2025 RTO budget. Questions were asked and answered. Resolutions noted below.

R- 14 - 25 Moved by Councillor Patterson, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council approve the amendments to the final 2025 Burks Falls and District Fire Department Budget for presentation at the Tri-Council meeting February 24, 2025.

(Carried)

R- 15 - 25 Moved by Councillor Robertson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council approve the amendments to the final 2025 RTO Budget for presentation at the Tri-Council meeting February 24, 2025.

(Carried)

COUNCIL REPORTS:

Councillor Abbott provided a verbal report for the Library. Questions were asked and answered.

6. COMMUNICATION ITEMS

R- 16 - 25 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that Ryerson Township Council support resolution #2024-098 from The Town of Kearney regarding the letter sent to the Minister of Municipal Affairs and Housing, Paul Calandra, pertaining to the changes made to the Planning Act through the More Homes Built Faster Act, 2022 and the Cutting Red Tape to Build More Homes Act, 2024.

(Carried)

R- 17 - 25 Moved by Councillor Patterson, Seconded by Councillor Abbott,

Be it resolved that Ryerson Township Council supports the resolution from the Joint Building Committee 2025-006 recommending the 2025 JBC Budget as presented in the amount of \$359,850.00.

(Carried)

R- 18 -25 Moved by Councillor Robertson, Seconded by Councillor Patterson,

Be it resolved that the Council of the Township of Ryerson hereby appoint the following individuals to the Almaguin Highlands OPP Detachment Board, with terms and responsibilities in accordance with the *Community Safety and Policing Act, 2019*, to serve until November 14, 2026

- Joe Lumley, Township of Perry, Council Representative
- Dan Robertson, Township of Ryerson, Council Representative
- Neil Scarlett, Township of Machar, Council Representative
- Kevin Noaik, Township of Strong, Council Representative
- Robert Sutherland, Community Representative
- Krista Miller, Community Representative

And further that Council of the Township of Ryerson supports the Township of Perry remain as the lead municipality for the Almaguin Highlands OPP Board, whereas the Perry Township Deputy Clerk or designate acts as Secretary to the Board until a time when the Board formally appoints a Secretary;

And further that Council of the Township of Ryerson supports paying its 1/12th share of annual Insurance Costs for the Almaguin Highlands OPP Detachment Board, as deemed required to protect the Board and its members, once the Insurance Provider and coverage details has been determined;

And further that Council of the Township of Ryerson supports paying its 1/12th share of any other costs associated with the Almaguin Highlands OPP Detachment Board, as required under

O.Reg 135/24, including remuneration and travel costs for the Provincial Appointee and any other matters, programs, or items in which the OPP Detachment Board formally enact.

(Carried)

General Information Items Received:

- Council received 2024 permit summary for Ryerson from the Joint Building Committee.
- Council received the Joint Building Committee's 2024 permit summary.
- Council received a report on the number of permits for 2024 from Joint Building Committee.
- Council received the 5-year fee collection report from the Joint Building Committee.
- Council received the 5-year permit fee average from the Joint Building Committee.
- Council received the January draft minutes from the Joint Building Committee meeting.
- Council received Historical Society November meeting minutes.
- Council received the general meeting notice from the Historical Society.
- Council received the 2024 draft annual report from Almaguin Community Economic Development.
- Council received the November meeting minutes from Almaguin Community Economic Development.
- Council received the 2025 draft workplan from Almaguin Community Economic Development.
- Council received the Almaguin Highlands Healthcare meeting minutes for January.
- Council received Kearney's resolution regarding AHHC cost recovery plan.
- Council received the letter from Norther Ontario Services Deliveries Association on the homelessness research.
- Council received the Regional Fire Services Committee meeting minutes from November.
- Council received the 2025 budget from the library.
- Council received the letter from Honourable Lisa Thompson regarding enabling opportunity for Ontario's Rural Economic Development Strategy.

7. CONFIRMING BY-LAW

R- 19 -25 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that leave be given to introduce a Bill # 7-25, being a By-law to confirm the meetings of Council and further; That By-Law # 7-25 be read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 28th day of January 2025.

(Carried)

10. ADJOURNMENT:

R- 20 -24 Moved by Councillor Abbott, Seconded by Councillor Robertson,

Be it resolved that we do now adjourn at 6:32 p.m. The next regular meeting is scheduled for February 11, 2025, at 6:00 p.m.

(Carried)

MAYOR

CLERK

**FIRE DISPATCH AGREEMENT
(January 1, 2025 to December 31, 2027)**

THIS AGREEMENT effective as of the 01 day of January , 2025

BETWEEN:

(THE CORPORATION OF THE VILLAGE OF BURK'S FALLS,
THE TOWNSHIP OF ARMOUR AND
THE TOWNSHIP OF RYERSON)
(hereinafter referred to as the "Municipalities")

AND:

WEST PARRY SOUND HEALTH CENTRE
(hereinafter referred to as the "Health Centre")

WHEREAS it is the intention of the parties to enter into an agreement for the provision of communication (call taking, alerting and dispatching) services to the Burk's Falls and District Fire Department by the Parry Sound Ambulance Communications Centre (hereinafter referred to as the "ACS"), which is operated by the West Parry Sound Health Centre (hereinafter referred to as the "Health Centre"), under the authority of the Minister of Health (hereinafter referred to as the "Minister");

NOW THEREFORE WITNESSETH that in consideration of the mutual covenant and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

SERVICES PROVIDED BY ACS

1. (a) The ACS shall provide services under this Agreement in accordance with Schedule A of this Agreement.
- (b) Despite sub-clause 1(a), at any time during the term of this Agreement, the Minister shall be entitled to amalgamate the ACS with one or more other Central Ambulance Communications Centre.
- (c) Where the Minister intends to amalgamate the ACS in accordance with sub-clause 1(b), the Minister shall give the other party 90 days' notice of this intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communication Centre (hereinafter referred to as the "Amalgamated CACC").
- (d) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will be the Health Centre, the parties shall continue to act in accordance with this Agreement despite and subsequent to the amalgamation.
- (e) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will not be the Health Centre,
 - (i) the Municipalities may terminate the Agreement at any time after receipt of such notice, in accordance with sub-clause 1(f),
 - (ii) at such time and in such manner as the Minister directs, the Health Centre shall,
 1. assign all of the rights and obligations of the Parry Sound ACS in respect of this Agreement to the Amalgamated CACC, at which time the provisions of this Agreement shall apply, allowing for the necessary changes, to the Amalgamated CACC as though it were the ACS; and
 2. transfer to the Amalgamated CACC all equipment at the Parry Sound ACS owned or purchased by the Municipalities and used for the purposes of this Agreement;
 - (iii) immediately upon the assignment and transfer referred to in paragraph 1(e) (ii), the Parry Sound ACS shall cease to have any rights or obligations in respect of the Agreement;
 - (iv) despite paragraph 1(e) (i) and paragraph 1(e) (iii), nothing in this sub-clause shall affect the obligations of the Health Centre and the Municipalities under clause 14, clause 15, and clause 16, all of which shall survive. In addition, this paragraph shall survive the expiry or termination of this Agreement.

- (f) (i) Where the Municipalities intends to terminate this Agreement under paragraph 1(e) (i), the procedure set forth in clause 9 and clause 10 shall not apply. Rather, the Municipalities shall give the Health Centre 90 days' notice of its intention to terminate, after which time this Agreement shall automatically terminate.
- (ii) Where the Municipalities do not give the notice referred to in paragraph 1(f) (i), this Agreement shall not terminate, and the parties shall continue to act in accordance with this Agreement.

REPAIR AND MAINTENANCE OF EQUIPMENT

- 2. (a) Despite sub-clause 1 (a), the ACS may stop supplying some or all of the services set forth in Schedule A of this Agreement if the ACS cannot supply the services due to the mechanical or other similar failure of any equipment used by the ACS, regardless of the ownership of that equipment.
- (b) Where the ACS stops supplying services in accordance with sub-clause 2 (a), the Health Centre/ACS shall give notice forthwith to the Municipalities of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Municipalities and installed at the ACS by the Municipalities. In the latter case, the Health Centre/ACS shall give the Municipalities notice forthwith of the fact that it has stopped supplying the services and shall request that the Municipalities repair the equipment as soon as practicable.
- (c) The Municipalities shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Municipalities and installed at the ACS. However, aside from the Municipalities' repair and maintenance responsibility under this sub-clause, the Municipalities shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
- (d) Where the equipment used by the ACS to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances,
 - (i) the Municipalities will provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Municipalities; and
 - (ii) the Health Centre shall provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Health Centre,

so that the ACS can continue to provide all services required of it under this Agreement as soon as reasonably possible.

SERVICES PROVIDED BY MUNICIPALITIES

3. The Municipalities shall provide services in accordance with Schedule B of this Agreement.

JOINT STEERING COMMITTEE

4. (a) The parties shall establish a Joint Steering Committee (hereinafter referred to as the "Committee").
- (b) The Committee shall be composed of representatives from the ACS (2), the Municipalities (1), and the Burk's Falls and District Fire Department (1) (appointed under sub-clause 5(b)).
- (c) The Committee shall act on each matter by a majority vote of its representatives, unless otherwise agreed to from time to time by such representatives or by the parties.
- (d) The functions of the Committee shall be: to monitor this Agreement, including the services to be provided under it; to mediate in respect of disputes or other matters relevant to this Agreement that are brought before it by a party; and to consider and, where appropriate, to make recommendations on any matter relevant to this Agreement that is brought before it by a party.
- (e) No decision, determination or suggestion by the Committee, including but not limited to any Committee mediation proposal and any recommendation in a Committee report, shall be binding on the parties.
- (f) (i) The Committee shall meet at least once in every year during the term of this Agreement, but at any time a party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting to discuss any matter relevant to this Agreement.

(ii) The secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under paragraph 4 (f) (i). The time and location of the meeting shall be at the mutual convenience to the representatives on the Committee.

(iii) The Committee may, but is not required to, issue a report to the representatives on the Committee within such time as is agreed to by the representatives. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is mutually agreed to by the representatives.

PARTICIPATING FIRE DEPARTMENTS

5. (a) The fire service for which the ACS is to provide call taking, call alerting and dispatch services under this Agreement is the Burk's Falls and District Fire Department.
- (b) For the purpose of sub-clause 4 (b), the Municipalities shall appoint a representative on the Committee for the Burk's Falls and District Fire Department. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the fire department and act as its sole liaison with the ACS, and the Committee.

ADMINISTRATIVE FEES

6. (a) The Municipalities shall pay the Health Centre an administrative fee of \$110.82 per month, due and payable on December 31, 2025, December 31, 2026, and December 31, 2027.
- (b) If this Agreement is terminated under either sub-clause 1 (f) or clause 10, the fee payable under sub-clause 5 (a) shall be pro-rated to the date of termination.
- (c) The Health Centre shall send to the Municipalities an invoice in respect of the amount owing for this at the end of each calendar year during the term of this Agreement and on the termination or expiry of this Agreement.

INVOICES

7. All amounts payable under this Agreement shall be paid no later than 60 days from the date when an invoice for such amounts has been sent to the party obligated to pay.

TERM AND RENEWAL

8. (a) This Agreement shall commence on January 1, 2025 and shall have a term of 3 years so that it will expire at 23:59 December 31, 2027 (hereinafter referred to as the "expiry date"), unless terminated before that date under sub-clause 1(f) or clause 11.
- (b) Where a party wishes to renew this Agreement, that party shall give notice of such wish to the other party at least 90 days prior to the expiry date of this Agreement. Where such notice has been given, the parties may renew this Agreement on such terms and conditions as they may mutually agree on.
- (c) Despite any other provision of this Agreement, where no notice has been given under sub-clause 9 (b), this Agreement shall expire automatically on the expiry date.

- (d) This agreement shall be renewable at the end of the current term for a successive one-year term unless either party gives written notice of its intention not to renew 60 days before expiration of the current term.

PERFORMANCE, BREACH AND AMENDMENT

- 9. (a) Where a party
 - (i) is dissatisfied with the performance under this Agreement of the other party, or
 - (ii) considers that the other party is in breach of this Agreement, or
 - (iii) wishes to amend this Agreement or any term of any Schedule of this Agreement,that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.
- (b) Where a party gives notice to the Secretary under sub-clause 9 (a), and either paragraph 9 (a) (i) or paragraph 9 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the satisfaction of the party giving notice within 30 days of the issuance of the report issued under sub-clause 9 (d).
- (c) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under sub-clause 9 (a). The meeting time and location shall be of mutual convenience to the representatives on the Committee.
- (d) The Committee shall issue a report to the representatives on the Committee within 2 weeks of the meeting. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is agreed to by the representatives on the Committee.
- (e) Despite sub-clause 9 (a), all parties may mutually agree to amend any term of this Agreement, or any term of any Schedule of this Agreement, by a joint letter signed by all parties, rather than by the procedure set forth in this clause. The joint letter will be appended to, and shall form part of, this Agreement.

TERMINATION FOR CAUSE

- 10. Having regard to paragraph 9 (a) (i), paragraph 9 (a) (ii) and sub-clause 10 (b), where the performance or breach of a party is not corrected, to the satisfaction of the party giving notice, within 30 days of the issuance of the report under sub-clause 9(d), the party giving notice may terminate this Agreement by giving the other party 90 days' notice of the party's intention to terminate, after which time this Agreement shall

automatically terminate. Where no such notice is given, this Agreement shall continue in full force and effect.

EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION

11. (a) Where this Agreement has been terminated under sub-clause 1(f), or sub-clause 10 or has expired under clause 8, the Municipalities shall remove from the ACS all equipment purchased or owned by the Municipalities.
- (b) Where this Agreement has been terminated under sub-clause 1(f), or clause 9, the ACS shall send the Municipalities an invoice for any amount owed by the Municipalities to the ACS.

NOTICE

12. Any notice or other communication, with the exception of invoices (hereinafter referred to as a "notice") required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or by facsimile transmission.

Any notice shall be addressed or delivered, in the case of the ACS, to:

Chief Executive Officer
West Parry Sound Health Centre
6 Albert Street
Parry Sound, Ontario
P2A 3A4

and, in the case of the Municipalities, to:

Clerk Administrator
The Corporation of the Township of Ryerson
R.R. # 1
Burk's Falls, Ontario
P0A 1C0

ACS AND AMALGAMATED CACC PERSONNEL AS EMPLOYEES OF THE HOSPITAL

13. (a) For the purpose of this Agreement, all ACS personnel shall at all times be deemed to be employees or agents of the West Parry Sound Health Centre, and not employees or agents of the Municipalities.
- (b) Where the Minister amalgamates the ACS under sub-clause 1 (b), for the purposes of this Agreement all Amalgamated CACC Personnel shall at all times be deemed to be employees or agents only of the operator of the Amalgamated CACC, and not employees or agents of the Municipalities. For greater certainty under this sub-clause, the employees or agents of the Amalgamated CACC shall be deemed to be the employees or agents of the Minister only where the Amalgamated CACC is operated by the Minister.

PROTECTION FROM CLAIMS

14. The Municipalities shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Municipalities, or by the Personnel of the Municipalities, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused.

IN WITNESS WHEREOF the Parry Sound ACS and the Municipalities have hereunto set their hands and seals.

For the West Parry Sound Health Centre/ Parry Sound ACS:

Dave Garagan, Board Chair

Witness-Print Name

Date Signed

Witness-Signature & Date

Donald Sanderson, Chief Executive Officer

Witness-Print Name

Date Signed

Witness-Signature & Date

For the Village of Burk's Falls:

Cathy Still, Mayor

Witness-Print Name

Date Signed

Witness-Signature & Date

For the Township of Armour:

Bob MacPhail, Reeve

Witness-Print Name

Date Signed

Witness-Signature & Date

For the Township of Ryerson:

George Sterling, Mayor

Witness-Print Name

Date Signed

Witness-Signature & Date

SCHEDULE A

Parry Sound ACS will provide:

- Call-taking and alerting services as per the ACS's Operational Guidelines.
- Voice recording of telephone, radio and paging communications, if technically possible.
- A pager testing program for the Department, performed upon request by the Department.
- Parry Sound ACS will also continue to work together with the Municipality and the Department to develop policies and procedures with respect to call-taking and alerting the fire departments.

SCHEDULE B

The Municipality will:

- Ensure that the on-going dispatch function is assumed by a fire department as quickly as possible after a fire department has been alerted of a call by Parry Sound ACS
- Train all new staff and provide funding for such training, on how to call take and alert fire departments
- Ensure that service area maps used by the ACS for call taking and alerting Burk's Falls fire station are always up to date
- Assist the Parry Sound ACS with the development of policies and procedures relating to call-taking and alerting
- Maintain a current copy of the Municipal Emergency Fire Response Plan

CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # ___ - 25

BEING A BY-LAW to enter into an agreement with the Province of Ontario represented by the Minister of Health, West Parry Sound Health Centre, and the Townships of Armour, Ryerson, and the Village of Burk’s Falls on behalf of the Burk’s Falls and District Fire Department.

WHEREAS Section 22 (1) & (2), of the Municipal Act, 2001, S.O. 2001, Chapter 25 provides that a municipality and the Crown may enter into and perform agreements on such terms and conditions as may be set out in an agreement;

WHEREAS Section 20 (1), of the Municipal Act 2001, S.O. 2001, Chapter 25 provides for the entering into with any other municipality or person for the use of fire-fighting equipment, or any of it, on such terms and conditions as may be set out in an agreement;


NOW THEREFORE the Council of the Corporation of the Township of Ryerson enacts as follows:

1. That the municipality enter into the agreement attached hereto for the provision of communication services (call taking and alerting);
2. That the Mayor and the Clerk be authorized to sign this agreement and to execute all other documents necessary to carry out the municipality’s obligations thereunder.

Read a First, Second, and Third time, Signed and the Seal of the Corporation affixed thereto and finally passed in Council this 11th day of February, 2025.

MAYOR

CLERK

	<h2>Fire Chief's Report</h2>
<p>To:</p>	<p>Council</p>
<p>From:</p>	<p>Joe Readman, Fire Chief</p>
<p>Date of Meeting:</p>	<p>February 11, 2025</p>
<p>Report Title:</p>	<p>\$20,000 added to capital for new ATV/Forestry trailer</p>

Recommendation: That Council receives and approves this report as presented.

Introduction:

Burk's Falls and District Fire Department currently has an ATV with tires for summer and tracks for winter, a rescue sleigh for patient extraction from the bush/remote area and a forestry trailer with a small water tank, pump and hoses.

These are all stored on a 20' open trailer that is currently stored in a shipping container. The container was purchased in 2022 as a solution to storage issues in the fire hall.

Having the trailer stored inside a shipping container has created many new health and safety issues such as; unrated ramps being used to load and unload trailer from container, the length of the trailer and the containers height cause the trailers rearend to drag coming in and out causing damage to tail lights every time, the container doors swing in high winds while loading and unload, backing in hazard created by backing a trailer into a tight container, and when towing the equipment to calls it becomes covered in snow and ice.

During a recent call we had crews fighting to get this trailer out of the container, causing damage to the truck and causing such delays that we have decided to relocate the trailer back in the fire hall. The issues identified with the trailer being stored in the hall are less than the new issues identified with this container.

Financial implication:

We have sourced out many trailer options, from this an ask of \$20,000 for capital will get us an enclosed 20'-25' trailer, plus decals and equip it with lights.

Conclusion:

We are requesting \$20,000 for a capital purchase of a 20'-25' enclosed trailer to replace an open trailer currently carrying our ATV, rescue sleigh and forestry trailer, eliminating the need for the shipping container and all associated risks.


The Corporation of the Township of Ryerson
Council Statement of Remuneration and Expenses
For the Period from January 1 to December 31, 2024

Per Municipal Act RSO 2001, Section 284 (1, 2); Township By-Law 12-23

	Expenses	Honourariums	Total
Mayor: George Sterling	\$336.85	\$13,200.00	\$13,536.85
Councillor: Beverly Abbott	\$307.59	\$9,600.00	\$9,907.59
Councillor: Glenn Miller	\$4,047.27	\$9,600.00	\$13,647.27
Councillor: Dan Robertson	\$257.59	\$9,600.00	\$9,857.59
Councillor: Delynne Patterson	\$689.19	\$9,600.00	\$10,289.19
Sub Total	\$5,638.49	\$51,600.00	\$57,238.49

Total remuneration and expenses paid to Council	\$57,238.49
--	--------------------

Prepared February 5, 2025

	<h2>CAO Report</h2>
To:	Ryerson Township Council
From:	CAO/Treasurer Brayden Robinson
Date of Meeting:	February 11, 2025
Report Title:	2025 Budget Meeting Dates
Report Date:	February 5, 2025

Recommendation

Received for information purposes.


Background

Staff have been working on preparing a first draft 2025 municipal budget. While there are several levies still outstanding, the draft budget is ready for Council to begin their deliberations.

The following dates and times are proposed for two initial budget meetings:

- February 26, 2025 at 9:00 a.m.
- March 26, 2025 at 9:00 a.m.

Additional meetings can be scheduled as required. As usual, we are aiming to have the budget adopted by Council at the April 8, 2025 regular meeting.

	<h2>Staff Report</h2>
To:	Council
From:	Clerk, Nancy Field
Date of Meeting:	February 11, 2025
Report Title:	By-law to Assume a Highway
Report Date:	February 3, 2025

Recommendation:

That the Township supports a By-law to assume deviation portions of Midlothian Rd. at Lot 22 Con 10 known as 1470 Midlothian Road; and further, that Parts 2 and 3 of Plan 42R-22651, be transferred into the Township of Ryerson’s Municipal Road System.

Purpose/Background:

Municipal staff have received correspondence from Small and Company LLP, representing their clients Aleksandra Mazurek and Jason Gingerich requesting that the Township accept a conveyance of portions of Midlothian Road.

The clients recently acquired the 97 acres of land on both sides of the deviation portion of Midlothian Road. Years ago, a previous owner transferred part of the deviation road to the township so work could be completed on the road. The new owners are seeking to complete a natural severance by transferring the rest of that section of road to the Township, thereby creating a break in the ownership and establishing a separate parcel.

By transferring these portions of the road, ownership will formally be vested in the Township resulting in a clear separation of ownership for the affected lands.

A survey has been completed by Tulloch, to ensure the proper legal description for the parcels to be transferred, and for the new separate parcel of land. A copy of the survey is attached for reference. After a By-law is adopted the law office will complete the Transfer

Appendix/Related Documents: Registered Plan 42R-22651, CGIS Map.



THE CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # __-25

BEING A BY-LAW TO ASSUME A HIGHWAY FOR PUBLIC USE

Part of Lot 22, Concession 10, Midlothian Road

WHEREAS Section 31 (2) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, provides: After January 1, 2003, land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money;

AND WHEREAS Council of the Corporation of the Township of Ryerson deems it necessary to establish and accept the following property as part of the road system in the Township of Ryerson: Part 2 and 3 on Plan 42R-22651, Part of Lot 22, Concession 10, Township of Ryerson (Part of PIN 52134-0091).

NOW THEREFORE the Council of the Corporation of the Township of Ryerson enacts as follows:

1. That the following property description is hereby assumed for public use: Part 2 and Part 3 on Plan 42R-22651, Part of Lot 22, Concession 10, Township of Ryerson (Part of PIN 52134-0091).
2. That this By-law shall come into force and effect as of the date the Township of Ryerson passes this By-law title to Part 2 and Part 3 on Plan 42R-22651, Part of Lot 22, Concession 10, Township of Ryerson.
3. That the Mayor and the Clerk be authorized to execute all documentation necessary.

Read a First, Second and Third time,
Signed and the Seal of the Corporation
affixed thereto and finally passed this
11th day of February, 2025.

MAYOR

DEPUTY CLERK



COUNCIL RESOLUTION # 2024 - 399

Date: December 19, 2024

MOVED BY:

- Beaucage, Keven
- Pateman, Heather
- Rickward, Michael – Deputy Mayor
- Sharer, Jill

SECONDED BY:

- Beaucage, Keven
- Pateman, Heather
- Rickward, Michael – Deputy Mayor
- Sharer, Jill

WHEREAS the Council of the Corporation of the Town of Kearney has received the discussion paper from the Village of Burks Falls regarding cost-recovery for the Village of Burks Falls for the operation of 150 Huston Street (the Almaguin Highlands Health Centre);

AND WHEREAS this paper identifies that the Centre operates with a perpetual deficit;

AND WHEREAS it has been identified that the x-ray team, lab and diabetes team who are tenants of the Centre, have had spaces rent free since 2014;

AND WHEREAS the deficit referenced in the discussion paper of \$30,000 could be covered through additional revenues such as rent paid by these tenants in the amount of \$834/month;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney urges the Village of Burks Falls to require the following tenants begin to pay rent;

AND FURTHER THAT Council requests support from the Muskoka Algonquin Health Care (MAHC) in the form of reasonable rent as outlined above to show the same type of support the Almaguin municipalities have to MAHC the Almaguin local share commitment to the Hospital rebuild in the amount of \$9.5 Million dollars

AND FURTHER THAT if MAHC declines the payment of rent for these tenants, that AHHC reduces the local share commitment to cover the AHHC deficit annually;

✓ MAHC

AND FURTHER THAT this resolution be forwarded to Premier Doug Ford, Sylvia Jones, the Ontario Minister of Health, Parry Sound/Muskoka MPP Graydon Smith, Parry Sound Muskoka MP Scott Aitchison, and surrounding, affected municipalities for their support.

CARRIED 

DEFEATED _____

Recorded Vote Requested by: _____

Recorded Vote:

For

Opposed

Beaucage, Keven

Pateman, Heather

Philip, Cheryl – Mayor

Rickward, Michael – Deputy Mayor

Sharer, Jill



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Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
www.burksfallsdistricthistoricalsociety.com
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township
Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Monday, January 20, 2025

Members Present: Diane Brandt – President
Jenny Hall - Treasurer
Charlene Watt – Secretary / Deputy Treasurer
Nieves Guijarro
Kirk Du Guid
Peter Hall
Ryan Baptiste

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:06 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members. Regrets from Jarv Osborne, Krista Trulsen and Barry Burton.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the November 25, 2024 Meeting Minutes as circulated: **Moved by Jenny Hall, Seconded by Kirk Du Guid. Carried**

Treasurer's Report:

Treasurer's / Financial Report presented by Jenny Hall. Main bank account balance was \$11,119.22 on November 30, 2024 and \$12,607.97 on December 31, 2024. Expenses for November were \$224.83 and \$163.57 in December. Expenses included office services, Santa Claus Parade donation, Ontario Historical Society membership fee, hepa filter (schoolhouse) and mouse bait (farm house). Revenue was received in December totalling \$1,652.32 from YCW Grant, cash donations and \$1,565.00 grant from HODG. Kirk Du Guid paid his annual membership at the meeting. **Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Ryan Baptiste, Seconded by Nieves Guijarro. Carried**



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827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

Committee Reports:

Wiseman's Corner Schoolhouse Update:

The heritage centre has been closed for the season. Diane checks the facility on a periodic basis.

Watt Farm House Update:

Diane Brandt advised members that she works at the farm house on a weekly basis. A padlock has been installed on the barn door as it kept opening.

Correspondence:

Jenny Hall has forwarded correspondence from the Ministry of Public and Business Services Delivery regarding company key information which is linked to our Ontario Business Registry records to Mike Quinton.

Diane Brandt advised members that a newsletter contribution for the Township of Armour has been submitted which will be included in their interim tax billing.

General Business:

Annual General Meeting & Election of Directors Notice:

Diane advised members that a public notice will be circulated next week to advise of the AGM per the terms of our new constitution. The notice will be posted to the website and Facebook. Nieves advised that the notice is also posted at the library. The AGM will be held on March 17, 2025.

Consent to Act as a First Director:

Members were informed that a form must be completed to be a Director of a non-profit organization. In a director's consent, an individual agrees in writing to be a director. Every director who is elected or appointed needs to sign a consent and it must be signed within 10 days of being elected or appointed as a director. Once completed, the form is submitted to the Ministry of Public and Business Service Delivery. Nieves will assist us in filing the documents if we need help. Jenny will follow up with the insurance company after the election and provide the new list of directors and executives.

Facilities and Functions Committee:

Diane presented to members details on the creation of a new committee and the background information. This new committee will develop plans, promote public awareness, apply for grants and propose improvements to the facilities to assist in generating a source of income for the historical society. Members have been selected based on knowledge and skills to allow



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the historical society to be more independent. The F & F Committee will provide written reports and recommendations and be added to the monthly meeting's committee report section of the agenda. The first report is expected to be submitted in April 2025.

Motion for the President to form a Facilities and Functions Committee to support the investigation, planning, and where approved, implementation of activities geared to improving and activating the Watt Century Farm House Heritage Centre grounds, outbuildings and the existing farm house. The Facilities and Functions (F&F) Committee will not have the authority to approve financial expenditures or take any action that would bind the Historical Society in any way. Furthermore, the President hereby appoints Barry Burton, Jenny Hall, Jarvis Osborne and Diane Brandt to serve on the committee. The F&F Committee shall develop a formal Terms of Reference for Society approval within 3 months of their first meeting. Moved by Ryan Baptiste, Seconded by Peter Hall. Carried

Office Expenses:

Diane informed members that an office chair mat is needed at the farm house as the existing chair is starting to damage the hardwood floor. Ultrasonic pest repellants were discussed and members agreed to test their effectiveness. Items will be ordered as the combined costs were around \$100.

New Business:

Heritage Festival 2025:

Charlene Watt informed members that the Recreation Department for the Township of Armour will be taking the lead on organizing Heritage Festival. Charlene will continue to be the lead co-ordinator for the Firefighter Challenge portion of the event. The dunk tank fundraiser will continue to be an attraction at the Historical Society's tent. Members requested that the dunk tank fundraiser run from 11:00 a.m. to 2:00 p.m. only as the water gets quite dirty for the volunteers. We have received verbal permission from the Agricultural Society regarding the use of the fairgrounds. The Village of Burk's Falls has their meeting tomorrow (January 21) and Ryan Baptiste will ask the Clerk to include the land use permission request in the Council meeting. Once we have confirmation of the land use, we can officially begin planning Heritage Festival.

Membership Renewals:

Members were advised that membership renewals for 2025 are due before the AGM.



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Burk's Falls Winter Carnival:

Members were advised by Ryan Baptiste that the carnival will be held on the Saturday of Family Day weekend, February 16, 2025 from 11:00 a.m. to 3:00 p.m. at the Burk's Falls Arena. If the Historical Society is interested in being a vendor at the event, to contact Ashley Brandt at the Village of Burk's Falls.

Adjournment:

The next meeting will be held on Monday, February 17, 2025 at Fell Homes. There being no further business, **Jenny Hall moved to adjourn the meeting at 8:07 p.m.**

Recorded by
Charlene Watt, Secretary &
Deputy Treasurer

Approved by
Diane Brandt, President

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, December 4, 2024, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery (<i>Vice-Chairperson</i>)
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Tim Sheppard
	Catherine Still

REGRETS:

Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Human Resources Consultant	Josée Goulet
Executive Assistant, Executive Director's Office	Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
--	--------------------

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson called the meeting to order at 5:35 p.m.

2.0 APPROVAL OF THE AGENDA

Minutes: Board of Health
Date: December 4, 2024

The agenda for the December 4, 2024, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/12/01 *Cook/Sheppard

Be It Resolved, that the Board of Health Agenda, dated December 4, 2024, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	X		
Karen Cook	x			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	R		
Jamie McGarvey	X			Dave Wolfe	R		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – November 27, 2024

The minutes from the Board of Health meeting held on November 27, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/12/02 *Inch/ Stickland

Be It Resolved, that the minutes from the Board of Health meeting held on November 27, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	A			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		

Minutes: Board of Health
Date: December 4, 2024

Jamie Lowery	x	Maurice Switzer	R
Jamie McGarvey	x	Dave Wolfe	R

“Carried”

5.0 DATE OF THE NEXT MEETING

Date: January 22, 2025
Time: to be determined
Place: to be determined

6.0 BUSINESS ARISING

There was no discussion under Business Arising.

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

There was no Report of Medical Officer of Health.

8.0 BOARD COMMITTEE REPORTS

8.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting. The following motion was read:

Board of Health Resolution #BOH/2024/12/03 *Restoule/McGarvey

Be It Resolved, that on recommendation of the Finance and Property Committee the Board of Health for the North Bay Parry Sound District Health Unit approve the 2025 Board of Health Public Health Budget, as presented, with a total shareable base of \$17,610,286.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	X		
Karen Cook	x			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	R		
Jamie McGarvey	X			Dave Wolfe	R		

“Carried”

9.0 CORRESPONDENCE

Board of Health correspondence listed for the December 4, 2024, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

Blair Flowers joined the Board of Health meeting at 5:41 p.m.

10.1 All Staff Holiday Celebration Luncheon Invitation

The following motion was read:

Board of Health Resolution #BOH/2024/12/04 *Stickland/Inch

Whereas, the All Staff Holiday Celebration Luncheon will take place on December 11, 2024, from 12:30 to 1:30 p.m. at Canadore College, 100 College Drive, North Bay, Ontario;

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes Board of Health members to attend the Health Unit’s All Staff Holiday Celebration Luncheon on Wednesday, December 11, 2024; and

Furthermore Be It Resolved, that the Board of Health approve Board of Health members’ expenses related to attending the Holiday Season Celebration Luncheon in accordance with Board of Health Bylaws Section VI, #79, Remuneration.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	X			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	R		
Jamie McGarvey	x			Dave Wolfe	R		

“Carried”

11.0 IN CAMERA

11.1 Personal Matter About an Identifiable Individual

Minutes: Board of Health
Date: December 4, 2024

An In-camera session of the Board of Health meeting was held. The following motion was read:

Board of Health Resolution #BOH/2024/12/05 *Lowery/Stickland

Be it Resolved, that the Board of Health move in camera at 5:42 p.m. to discuss agenda item 11.1 a personal matter about an identifiable individual.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	R		
Jamie McGarvey	x			Dave Wolfe	R		

“Carried”

The Board of Health entered an In-Camera meeting and stopped live streaming to the public at 5:42 p.m.

Dr. Zimbalatti, Christine Neily and Ashley Lecappelain left the Board of Health meeting at 5:42 p.m.

Board of Health Resolution #BOH/2024/12/06 *Restoule/Flowers

Be it Resolved, that the Board of Health rise and report at 5:58 p.m.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	R		
Jamie McGarvey	x			Dave Wolfe	R		

“Carried”

Dr. Zimbalatti, Christine Neily and Ashley Lecappelain joined the Board of Health meeting at 6:01 p.m.

The Board of Health commenced live streaming to the public at 6:01 p.m.

Board of Health Resolution #BOH/2024/12/07 *McGarvey/Cook

The following motion was read:

Whereas, the performance appraisal of the Medical Officer of Health/Executive Officer is required as per Board of Health Bylaw Section IV, #54; and

Whereas, an Ad Hoc Performance Appraisal Committee was established in 2024 to conduct the performance appraisal; and

Whereas, a performance appraisal meeting was held with Dr. Carol Zimbalatti, Medical Officer of Health/Executive Officer, and members Rick Champagne, and Jamie Lowery of the Medical Officer of Health Performance Appraisal Committee on November 28, 2024, to finalize the draft performance appraisal; and

Now Therefore Be It Resolved, that the Board of Health approve the draft performance appraisal completed on November 28, 2024, for Dr. Carol Zimbalatti, Medical Officer of Health/ Executive Officer.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	R		
Jamie McGarvey	x			Dave Wolfe	R		

“Carried”

12.0 ADJOURNMENT

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 6:04 p.m.

Original Signed by Jamie Lowery	2025/01/22
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)

Minutes: Board of Health
Date: December 4, 2024

Original Signed by Ashley Lecappelain

2025/01/22

Ashley Lecappelain, Recorder

Date (yyyy/mm/dd)

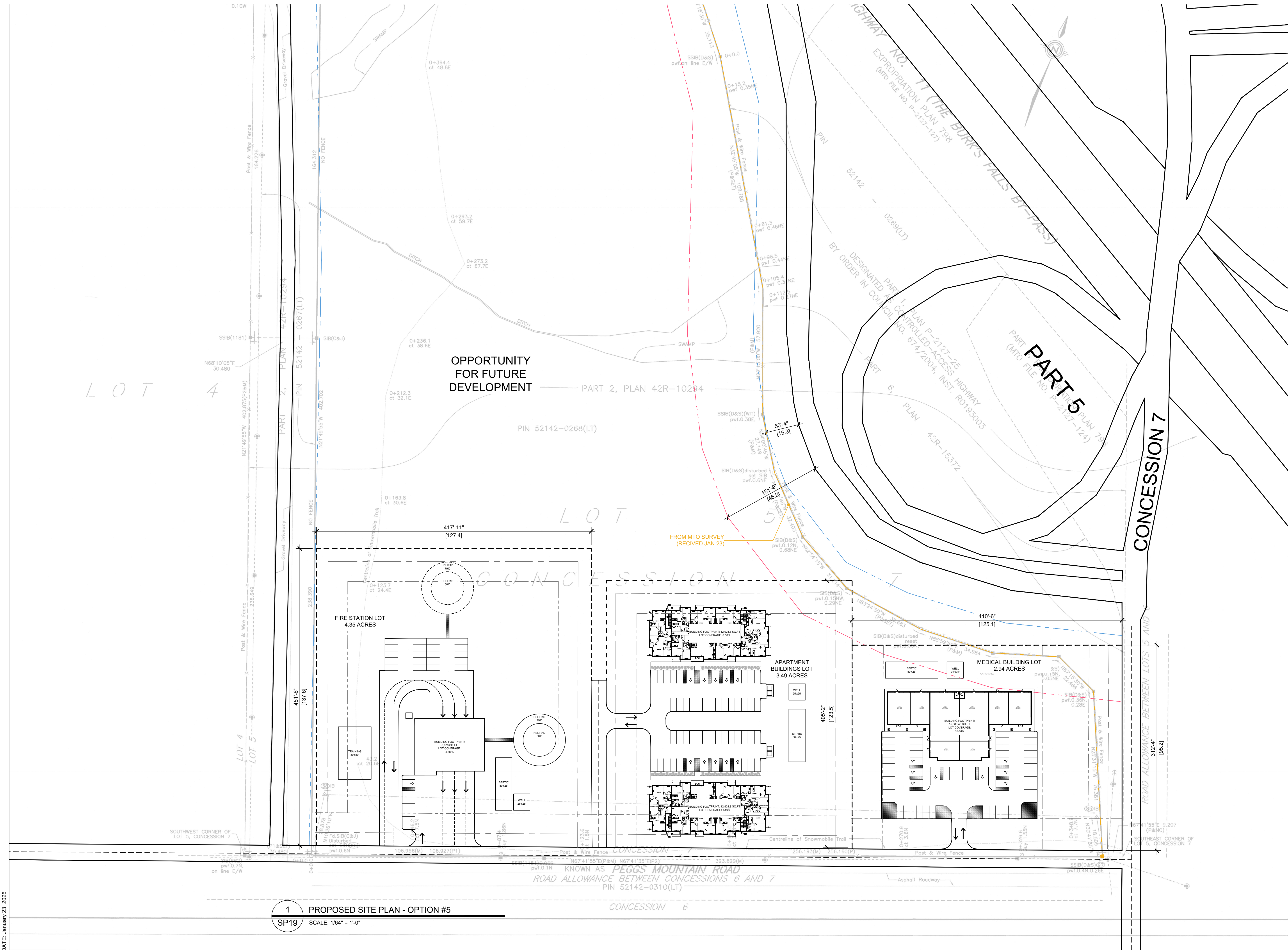
**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2025**

Month	No. of Permits	Permit Fees	Project Values	Size (sq.m)
January	7	\$12,586.00	\$791,900.00	526
February	0	\$0.00	\$0.00	0
March	0	\$0.00	\$0.00	0
April	0	\$0.00	\$0.00	0
May	0	\$0.00	\$0.00	0
June	0	\$0.00	\$0.00	0
July	0	\$0.00	\$0.00	0
August	0	\$0.00	\$0.00	0
September	0	\$0.00	\$0.00	0
October	0	\$0.00	\$0.00	0
November	0	\$0.00	\$0.00	0
December	0	\$0.00	\$0.00	0
TOTALS	7	\$12,586.00	\$791,900.00	New Construction 526
				Demolitions 0

**JOINT BUILDING COMMITTEE
ANNUAL PERMIT SUMMARY
2025**

**SFD'S, Seasonal Dwellings
and Multi-Unit Dwellings**

Month	No. of Permits	Permit Fees	Project Values	2024	2025
Burks Falls	0	\$0.00	\$0.00	0	0
Joly	0	\$0.00	\$0.00	0	0
South River	2	\$4,370.00	\$278,000.00	0	1
Machar	1	\$4,021.00	\$261,400.00	0	1
Strong	3	\$3,645.00	\$222,500.00	0	0
Ryerson	0	\$0.00	\$0.00	0	0
Sundridge	1	\$550.00	\$30,000.00	1	0
TOTALS	7	\$12,586.00	\$791,900.00		2
Permit activity at end of January 31, 2025					
TOTALS	3	\$23,130.00	\$1,522,000.00	1	
Permit activity at end of January 31, 2024					
TOTALS	4	\$10,544.00	\$730,100.00		1
Difference from previous year					



GENERAL NOTES
 The Architect is not responsible for the accuracy of survey, structural, mechanical, electrical, etc. engineering information shown on the drawing. Refer to the appropriate engineering drawings before proceeding with work.

Contractor shall check all dimensions on the work and report any discrepancy to the Architect before proceeding. Construction must conform to all applicable Codes and Requirements of Authorities having Jurisdiction.

All drawings, specifications and related documents are the copyright property of Greystone Project Management and must be returned upon request. Reproduction of drawings, specifications and related documents in part or whole is forbidden without Greystone's permission.

This drawing is not to be used for construction.

Issued for Pricing: _____
 Signature: _____
 Date: _____

Please note, this drawing contains preliminary conceptual plans intended solely for discussion purposes. It does not include engineered drawings or plans, and we make no representations regarding OBC analysis, engineered design, or commitments related to the local planning authority. These plans are not suitable for construction and should not be relied upon beyond preliminary discussions unless explicitly authorized by Greystone.

3	ADDED OPTION #5	2025.01.21
2	ADDED OPTION #4	2025.01.03
1	CLIENT SUBMISSION	2024.11.21

PROJECT TITLE
 Jan 21st, 2025
TOWNSHIP OF ARMOUR
MEDICAL BUILDING

PROJECT ADDRESS
 BURKSFALLS, ON

GREYSTONE

8 Crescent Road, Unit A-1
 Huntsville, Ontario,
 P1H 0B3

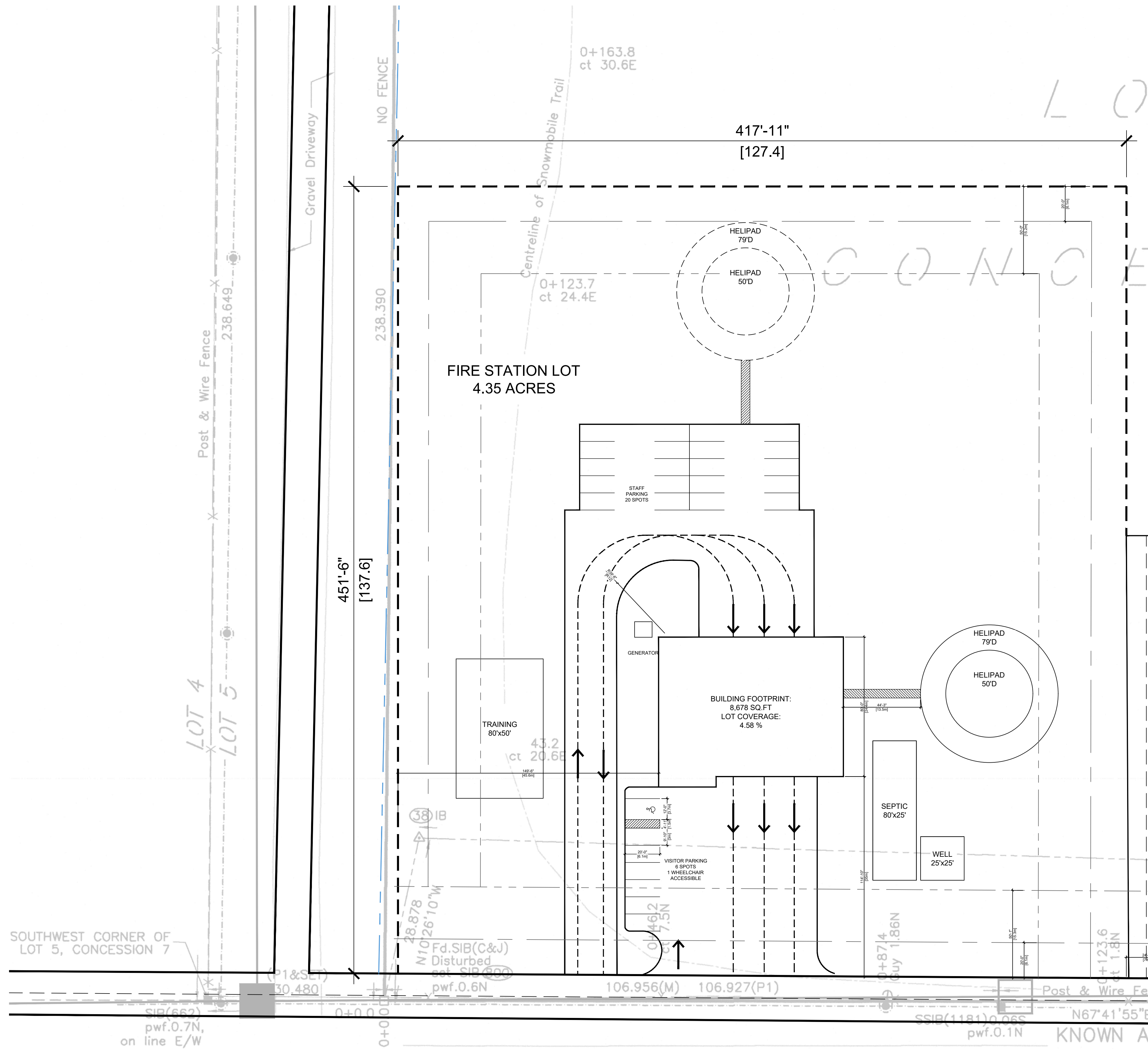
T: (705) 789-1418
 F: (705) 789-8543
 E: greystone@greystoneconstruction.ca

TITLE
PROPOSED SITE PLAN
 OPTION #5

DWN. BY: DH	DWG. No.
CHK'D: JM	SP19
SCALE: AS NOTED	
DATE: 2025.01.02	
PROJECT NO.: PM000	

DATE: January 23, 2025

1 PROPOSED SITE PLAN - OPTION #5
 SCALE: 1/64" = 1'-0"



GENERAL NOTES

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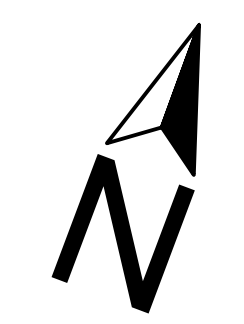
This drawing is not to be used for construction.

Issued for Pricing: _____

Signature: _____

Date: _____

Please note, this drawing contains preliminary conceptual plans intended solely for discussion purposes. It does not include engineered drawings or plans, and we make no representations regarding OBC analysis, engineered design, or commitments related to the local planning authority. These plans are not suitable for construction and should not be relied upon beyond preliminary discussions unless explicitly authorized by Greystone.



3	ADDED OPTION #5	2025.01.21
2	ADDED OPTION #4	2025.01.03
1	CLIENT SUBMISSION	2024.11.21

NO.	ISSUED FOR:	DATE
-----	-------------	------

PROJECT TITLE
 Jan 21st, 2025
**TOWNSHIP OF ARMOUR
 MEDICAL BUILDING**

PROJECT ADDRESS
 BURKSFALLS, ON

GREYSTONE

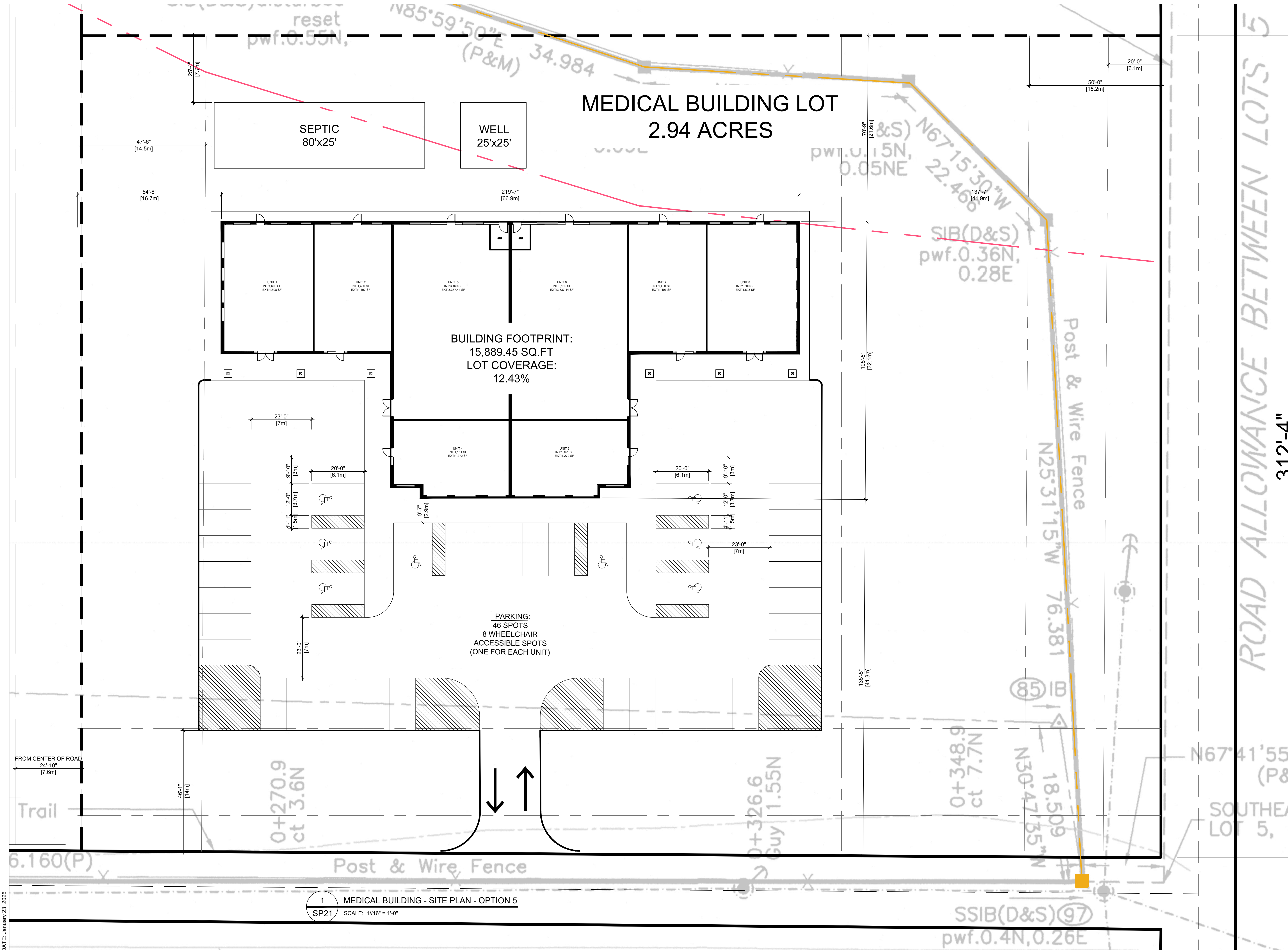
8 Crescent Road, Unit A-1
 Huntsville, Ontario,
 P1H 0B3

T: (705) 789-1418
 F: (705) 789-8543
 E: greystone@greystoneconstruction.ca

TITLE
**FIRE STATION SITE PLAN
 OPTION #5**

DWN. BY: DH	DWG. No.
CHK'D: DH	SP20
SCALE: AS NOTED	
DATE: 2025.01.21	
PROJECT NO.: PM000	

1 FIRE STATION - SITE PLAN - OPTION 5
 SP20 SCALE: NTS



GENERAL NOTES
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Issued for Pricing: _____
 Signature: _____
 Date: _____

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3	ADDED OPTION #5	2025.01.21
2	ADDED OPTION #4	2025.01.03
1	CLIENT SUBMISSION	2024.11.21

NO. ISSUED FOR: DATE

PROJECT TITLE
 Jan 21st, 2025

TOWNSHIP OF ARMOUR

PROJECT ADDRESS

MEDICAL BUILDING

GREYSTONE

8 Crescent Road, Unit A-1
 Huntsville, Ontario,
 P1H 0B3

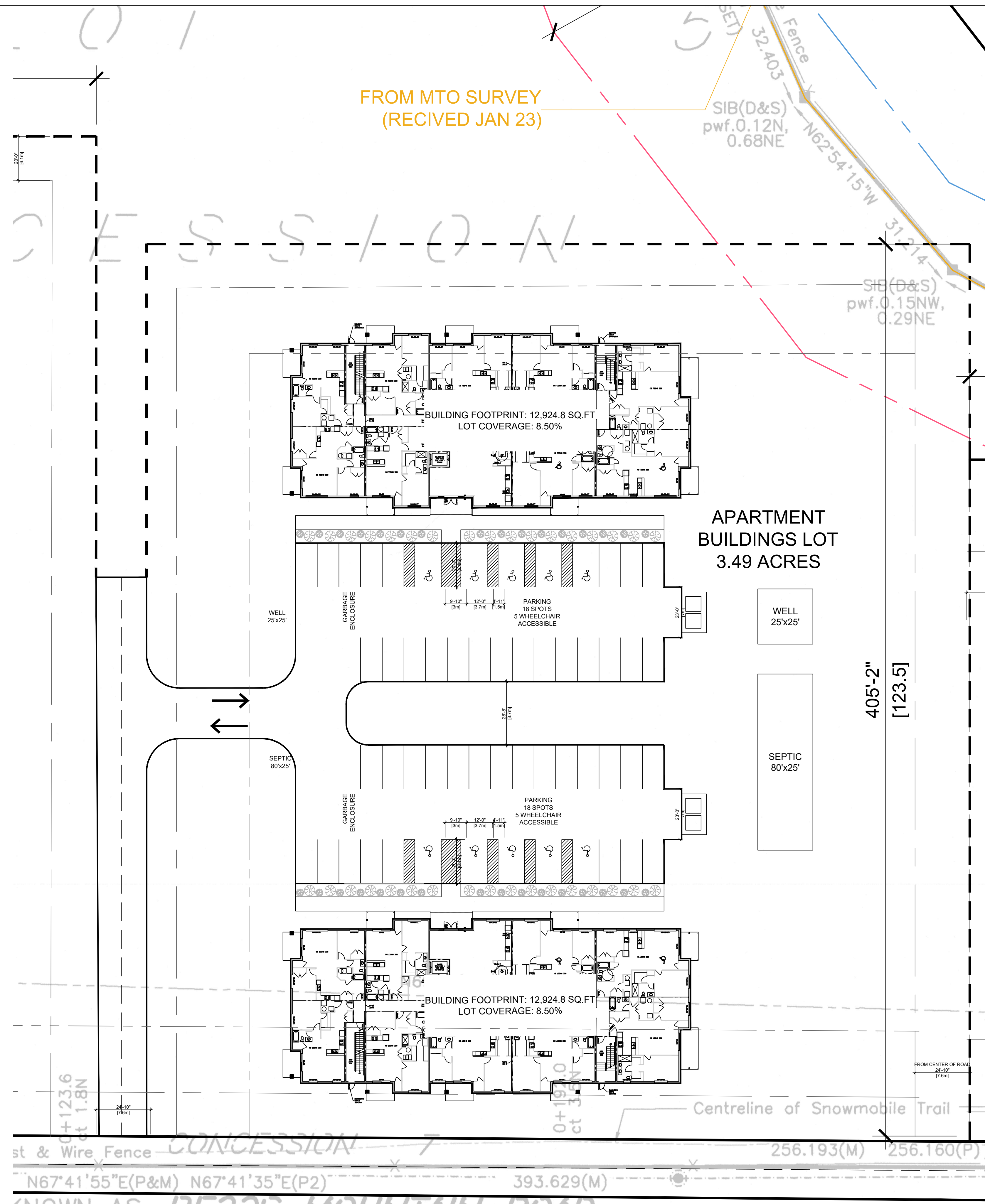
T: (705) 789-1418
 F: (705) 789-8543
 E: greystone@greystoneconstruction.ca

TITLE
 MEDICAL BLDG SITE PLAN
 OPTION #5

DWN. BY: DH	DWG. No.
CHK'D: DH	SP21
SCALE: AS NOTED	
DATE: 2025.01.21	
PROJECT NO.: PM000	

1 MEDICAL BUILDING - SITE PLAN - OPTION 5
 SP21 SCALE: 1/16" = 1'-0"

DATE: January 23, 2025



GENERAL NOTES

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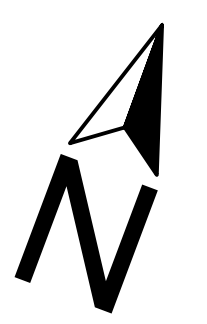
Contractor shall check all dimensions on the work and report any discrepancy to the Architect before proceeding. Construction must conform to all applicable Codes and Requirements of Authorities having Jurisdiction.

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This drawing is not to be used for construction.

Issued for Pricing: _____
 Signature: _____
 Date: _____

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3	ADDED OPTION #5	2025.01.21
2	ADDED OPTION #4	2025.01.03
1	CLIENT SUBMISSION	2024.11.21

NO.	ISSUED FOR:	DATE
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PROJECT TITLE
 Jan 21st, 2025

TOWNSHIP OF ARMOUR

PROJECT ADDRESS

GREYSTONE

8 Crescent Road, Unit A-1
 Huntsville, Ontario.
 P1H 0B3

T: (705) 789-1418
 F: (705) 789-8543
 E: greystone@greystoneconstruction.ca

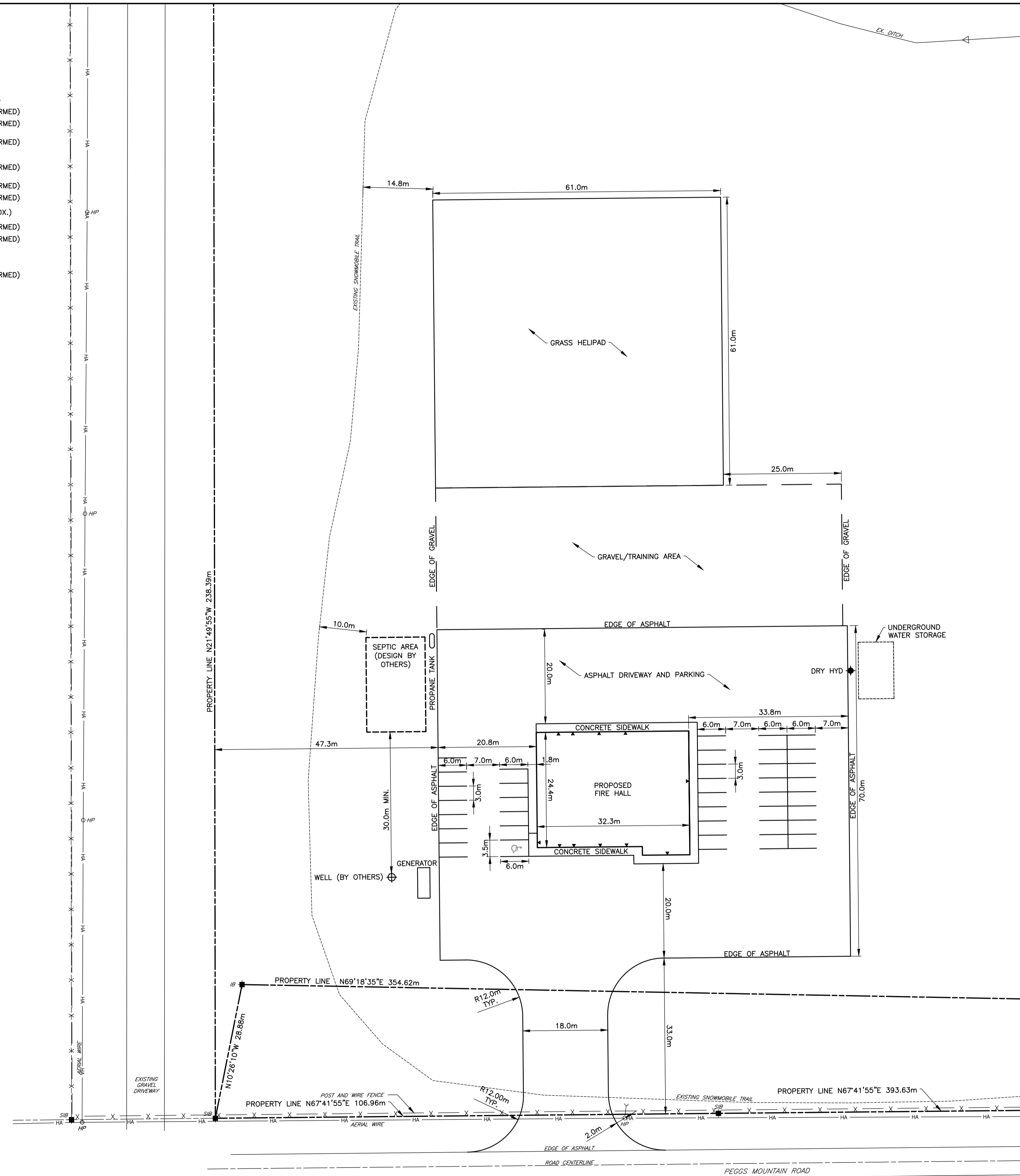
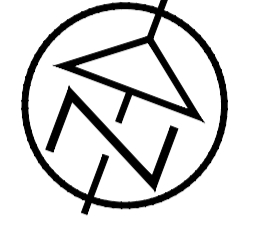
TITLE
 APARTMENT SITE PLAN
 OPTION #5

DWN. BY: DH	DWG. No.
CHK'D: DH	SP22
SCALE: AS NOTED	
DATE: 2025.01.21	
PROJECT NO.: PM000	

1 APARTMENT BUILDING - SITE PLAN - OPTION 5
 SP22 SCALE: NTS

SITE STATISTICS - ARMOUR TOWNSHIP

	COMMERCIAL ZONE C	RURAL INDUSTRIAL ZONE M	PROVIDED
MINIMUM LOT AREA	oc	2	(TO BE CONFIRMED)
MINIMUM LOT FRONTAGE	m	61.0	(TO BE CONFIRMED)
MINIMUM FRONT YARD	m	> OF 7.5m OR 17.5m FROM ROAD CL	> OF 7.5m OR 17.5m FROM ROAD CL (TO BE CONFIRMED)
MINIMUM EXTERIOR SIDE YARD	m	> OF 7.5m OR 17.5m FROM ROAD CL	> OF 7.5m OR 17.5m FROM ROAD CL (TO BE CONFIRMED)
MINIMUM INTERIOR SIDE YARD	m	3.0	(TO BE CONFIRMED)
MINIMUM REAR YARD	m	8.0	(TO BE CONFIRMED)
BUILDING HEIGHT	-	2 STOREYS	10m (APPROX.)
MAXIMUM LOT COVERAGE	%	40	(TO BE CONFIRMED)
MINIMUM LANDSCAPED OPEN SPACE	%	NA	(TO BE CONFIRMED)
PROPOSED BUILDING AREA	m ²	NA	806.2
GROSS FLOOR AREA	m ²	NA	893.5
SNOW STORAGE	m ²	NA	(TO BE CONFIRMED)
PARKING SPACES:			
INDUSTRIAL ESTABLISHMENT	BY-LAW REQUIREMENTS 1 SPACE PER 37m ² GROUND FLOOR AREA	REQUIREMENT CALCULATION 806.2m ² GROUND FLOOR AREA / 37m ² = 21.8	PROPOSED SPACES 36
BARRIER FREE SPACES	1 SPACE		1 OF THE 36 SPACES SHALL BE BARRIER FREE



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BENCHMARKS

NOTES
 BUILDING FOOTPRINT AND ACCESS LOCATIONS PER DRAWINGS BY NELSON DAWLEY, P. ENG. DRAWING NUMBER A-2, REVISION 0 DATED 09/06/17.
 LEGAL INFORMATION PER PLAN OF SURVEY OF PART OF LOT 5, CONCESSION 7 TOWNSHIP OF ARMOUR, DISTRICT OF PARRY SOUND BY E.J. WILLIAMS SURVEYING LIMITED.

No.	REVISION DESCRIPTION	DATE
1	ISSUED FOR CLIENT REVIEW	JAN 2025

ENGINEER STAMP
 DRAFT FOR DISCUSSION

FIRE HALL TOWNSHIP OF RYERSON
 SITE PLAN

		DESIGN: MM	FILE: 224504	DWG: SP.1
		DRAWN: MM	DATE: JAN 2025	
CHECK: AS	SCALE: 1:500			

ALMAGUIN COMMUNITY TRANSPORTATION (ACT) COMMITTEE

TERMS OF REFERENCE

October 7, 2024

1. DEFINITIONS

“Advisor” is the name given to any third-party individual or organization that provides information, advice, or other practical support to the Committee.

“Almaguin Community Economic Development” (ACED) is the name given to the regional economic development entity formed in 2019 by its member municipalities. ACED consists of a Board and staffed department.

“Almaguin Community Transportation Committee (ACT or the Committee)” is the name given to the ad-hoc committee which has been established based on the collective interest of multiple municipalities in Almaguin. The ACT Committee represents a collaborative effort between regional municipalities and stakeholders to develop strategies that enhance transportation options in the Almaguin Region, specifically in participating / interested stakeholders.

“Approval” means that the approval of the majority of the Committee members is required.

“Approved” means that the approval of the majority of the Parties has been received.

“Members” are representatives of each party that are involved in the Committee.

“Party(ies)” are the organizations and/or municipalities who have agreed to participate in the Committee.

2. PURPOSE

The purpose of these terms of reference is to ensure that the Parties to the ad-hoc **ALMAGUIN COMMUNITY TRANSPORTATION COMMITTEE** (“*the committee*”) fulfill their legal, ethical and functional responsibilities through leadership, strategic oversight and thorough evaluation of matters related to the development of strategies and partnerships that enhance transportation options in the East Parry Sound District of Ontario, locally known as the Almaguin Highlands Region, or Almaguin.

2.1 The Committee has been created based on the shared interest from multiple municipalities in Almaguin for the purpose noted above.

- 2.2 **AUTHORITY DISCLAIMER.** The ACT Committee does not hold any authority over any of its member organizations nor any other stakeholder group; **RATHER**, it is expected that through the ACT adherence to these terms of reference, any recommendations and/or information produced by the Committee be duly considered by member organizations and regional stakeholders.

3. GUIDING PRINCIPLES

The need for solutions that provide safe, reliable, and affordable transportation options throughout Almaguin's communities has been documented in numerous strategies and studies over the last 10 years. The following principles represent a summary of the recommendations set out in these documents.

The principles that guide the ACT Committee include:

- To assess community specific transportation needs that represent various user and age groups. Specific user groups include older adults, youths, individuals at risk, and residents with varied economic backgrounds.
- To develop strategies that support the creation of transportation solutions in participating communities.
- To encourage shared investment for shared services among participating municipalities and user groups.
- To steward collaborative partnerships with relevant stakeholders throughout the Parry Sound District that focus on providing safe and reliable transportation options.
- To seek out and leverage senior-level government programs where ACT strategies and program priorities align.

4. MEMBERSHIP

- 4.1 The Committee shall be comprised of up to nine (9) members, each of whom shall be an elected official, municipal staff member, representative of a supporting agency/authority, or community support organization. Priority shall be given to creating a balanced mix of relevant skills and experiences.
- 4.2 Where appropriate, each Member shall be formally appointed by their respective council, board, or governing authority.
- 4.3 Membership should reflect a wide range of relevant skills and experience, including but not limited to transportation service delivery, project management, social services, strategic planning, and/or fundraising.
- 4.4 Parties may designate an alternate organization member to attend meetings in the event of an absence. It is expected that alternates are duly aware of Committee matters.

5. ADVISORS

- 5.1 The ACT Committee will seek out and welcome advisors to provide insight, information, and resources to its members as they relate to transportation services or transportation needs assessment. Examples of advisors include but are not limited to private sector transportation service providers, social services providers, community support organizations, or others at the Committee's discretion.
- 5.2 ACT Committee Advisors may attend meetings at their discretion and/or as invited directly by the Committee.
- 5.3 Advisors are encouraged to share their expertise and information on all matters related to their field of practice and may participate in committee discussions related to their experience.

6. MEETINGS

- 6.1 All meetings shall be open to the public unless otherwise required or permitted under the Municipal Act.
- 6.2 The Committee shall meet a minimum of once per quarter at a designated time and location. Notice shall be provided to each member and the public in advance of the meeting.
- 6.3 Within the first two meetings, the Committee shall appoint the following positions:
 - a. **A Chairperson.** The Chairperson shall be responsible to
 - i. Preside over meetings which includes advancing Committee Business according to the agenda.
 - ii. Set and/or approve the agenda and items within it.
 - iii. Encourage and enforce the observance of order and decorum from members and guests.
 - b. **A Vice Chairperson.** The Vice Chairperson shall support the Chairperson as required and shall assume the duties of the Chairperson in the event of their absence.
 - c. **A Secretary.** The secretary shall be responsible to:
 - i. Record meeting minutes in a manner that concisely represents Committee discussions and recommendations.
 - ii. Distribute the minutes and agenda prior to each meeting.
 - iii. Collect and disseminate information and resources to members and or stakeholder parties.

- 6.4 Members shall arrive at meetings having familiarized themselves with the meeting agenda package and any supporting documents. Members shall also be responsible for providing reports and recommendations to their respective organizations.
- 6.5 The ACT Committee shall make decisions via a majority vote from Committee Members. Quorum shall be fifty percent (50%) of members plus one (1) member. Quorum shall be present to approve any decision.
 - a. Any recommendations intended to be issued to member parties requires the approval of the ACT Committee.
- 6.6 Members shall receive no remuneration from the Committee or any of its member organizations for any reason.
- 6.7 The Committee may establish sub-committees for various topics, issues or proposals as required. The sub-committee must be chaired by a Member and non-voting Members may be included with the approval by the sub-committee Chairperson. Sub-committees are to operate as an advisory group only and report back to the Committee.
- 6.8 The Chair or four appointed members of the Committee may call for special meetings at their discretion. The Chair shall provide the Secretary with the reason for the special meeting, and the Secretary shall provide the required notice to the Parties no less than 48 hours prior to the time of the special meeting.

7. REPORTING AND RESPONSIBILITIES

- 7.1 The Committee shall be accountable to the Member Parties and shall act in the best interest of the Member Parties and to the benefit of the Almaguin Region.
- 7.2 The Committee shall summarize its regular findings and any associated recommendations via regular meeting minutes and/or special purpose report (as deemed necessary by the Committee).
- 7.3 Special purpose reports shall be circulated as they become available and/or as they are approved by the Committee.

8. CONFLICT OF INTEREST

- 8.1** Members having a conflict of interest or pecuniary interest, whether real or perceived, in any Committee matter, shall declare the conflict at the beginning of the meeting and shall not discuss, vote on, or influence the discussion in any way. The Secretary shall ensure that Conflict of Interest declarations will be recorded.
- 8.2** It is generally assumed that private sector advisors, such as private sector transportation providers, will have a pecuniary interest in matters that are reasonably believed to lead to the procurement and/or delivery of transportation services within the region. As a non-funded, ad-hoc entity, the ACT Committee does not have the authority to bind any municipality or organization. It is therefore assumed that any decision to procure and/or deliver transportation services will be made at the discretion of a municipality or organization with the ability to do so.

9. REVIEW AND AMENDMENTS

- 9.1** The Committee may conduct a full or partial review of the Terms of reference as it deems necessary. Should changes be deemed necessary, the Committee may operate under the changes for 90 days to accommodate the approval process prescribed in section 9.2.
- 9.2** Amendments to the Terms of Reference shall be recommended to member parties by the Board and shall come into effect when approval resolutions have been received from a majority of the Member Parties. Should an amendment be required to take immediate effect, the Committee may move forward under the direction of the new amendment until it is passed or defeated by Member Parties.

10. TERMINATION

The ACT Committee and these terms of reference shall be terminated upon the satisfactory completion of its duties OR upon the receipt of decisions from member organizations indicating their desire to terminate the Committee.

11. ENACTMENT

These Terms of Reference shall come into force and effect when approval resolutions are received from a majority of the Member Parties.

Almaguin Community Bus Partnership Committee

PHASE ONE REPORT

October 8, 2024

RECOMMENDATION

That supporting municipalities accept this phase one report and the attached terms of reference for the Almaguin Community Transportation (ACT) Committee. Furthermore that supporting partners consider appointing a representative to actively participate in the activities set out in future phases.

INTRODUCTION

This report provides a status update regarding the progress of the Almaguin Community Bus Partnership (or ACBP) Committee. The ACBP issued an Activities report in May of 2024 which provided an overview of committee discussions and considerations, as well as a suggested phased approach to investigating strategies that would support the increase of reliable and affordable transportation options, specifically bus services, in participating communities in the Almaguin Highlands Region. The report was circulated to municipalities throughout the region along with a request to accept the report and declare support in principle for the continued efforts of the Committee. The following report provides an update on the activities prescribed in Phase 1 of the Pilot Development.

Municipalities in support: The Townships of Strong, McMurrich Monteith, & Armour. The Villages of Sundridge & Burk's Falls. The Town of Kearney.

The Township of Perry tabled their support in anticipation of further information; however, maintains an active role in the committee.

PHASE ONE ACTIVITIES UPDATE

The key activities set out in Phase 1 were as follows:

1. Establish municipal partnerships and cost sharing formulas (IE: partnerships between rural and urban municipalities).
2. Determine a desired delivery structure (owned, or public private partnership).

During the committee discussions, the need to rearrange activities across Phases 1 and 2 became evident due to several factors as identified below.

Establishing municipal partnerships

Establishing municipal partnerships naturally progressed into discussions regarding the establishment of transportation zones that included multiple municipalities. Determining potential costs for both possible delivery structures require an estimate of expected travel

Almaguin Community Bus Partnership Committee

PHASE ONE REPORT

distances. For these reasons, the following zones were established to include all supporting municipalities:

- ☛ **ZONE 1: Village of Sundridge & Township of Strong**
- ☛ **ZONE 2: Village of Burk's Falls and Townships of Armour & Ryerson**
- ☛ **ZONE 3: 518 Corridor East – Townships of McMurrich Monteith & Perry**
- ☛ **ZONE 4: 518 Corridor West – Town of Kearney and Township of Perry**

The service delivery concept for these zones involves a weekly on-demand service within each zone on a specified day of the week. Services will provide users with transportation to staple destinations (grocery stores, post office, hardware, convenience, etc.).

NOTE: Semi Monthly all-zone trips to the Town of Huntsville and/or the City of North Bay will be addressed in a future report.

Desired delivery structure

The committee has determined that it would be in the best interests of all parties to primarily consider procuring services through an established transportation services provider. The cost estimations provided in the Activities Report regarding the purchasing and operation of a municipally and/or shared service-owned bus would render involved parties committed to a lengthy financial agreement as well as expose them to various liabilities. Additionally, ownership would require significant administrative effort including policy development, operational support, and other considerations. Procuring services through an established provider alleviates many of these concerns while enabling partners to assess the usage and value of the services.

Additional Considerations

The committee has decided that continuing the investigation and strategy development processes would benefit from a more formal and transparent committee model moving forward. A draft terms of reference document has been included with this report for the consideration of supporting partners.