



The Corporation of The Township of Bonfield

AGENDA FOR COUNCIL MEETING TO BE HELD

January 30th, 2024 AT 7:00 P.M.

1. **Call to Order**
2. **Adoption of Agenda**
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Adoption of previous minutes**
 - a. Regular Meeting of Council: January 9, 2024
5. **Presentations and Delegations**
 - a. None for this session
6. **Staff Reports**
 - a. Report Planning Administrator regarding North Bay Mattawa Conservation Authority's plan review agreement
 - b. Report Planning Administrator regarding sale & disposition of land re Beath
 - c. Bonfield Fire Department - Fire Chief's Monthly Report
 - d. Report from CAO regarding reserves for bunker gear
7. **Adoption of Committee Minutes/ Motions**
 - a. **Corporate Services Committee (Public Works):** Minutes of January 15, 2024 and follow up report regarding Boxwell Rd
 1. Recommendation to create a policy on maintenance for private, seasonal and unmaintained roadways
 2. Recommendation to authorize staff to update the GIS system
 - b. **Emergency Services Committee:** Minutes of January 15, 2024
 - c. **Planning Advisory Committee:** None for this session
 - d. **Recreation Committee:** Minutes of January 8, 2024;
 1. Recommendation regarding submitting an application to Ontario Arts Presenter Project
 2. Recommendation to accept the 2024 meeting schedule
 - e. **Police Services Board:** Minutes of January 17, 2024
 1. Recommendation to appoint Narry Paquette as Chair
 2. Recommendation to appoint Marc Vaillancourt as Vice-Chair

Small Community, Big Heart



3. Recommendation to accept the 2024 budget
4. Recommendation to accept the 2024 meeting schedule
5. Recommendation to pay annual OASPB membership fee
6. Recommendation to approve members to attend the OAPSB Conference
7. Recommendation to advance the Board \$5,000 to conduct business

8. **Items for Council Discussion**

- a. Letter from AORS Skills Development Fund Application to Develop a Municipal Equipment Operator Course
- b. Resignation of Fire Chief Gilles Lebel
- c. Melanie Lindquist – Request to purchase Township property
- d. Appointment of members to sit on the Bonfield/Chisholm/ East Ferris Police Services Board

9. **Resolutions to be Considered for Adoption**

- a. Resolution to adopt By-law 2023-49 to enter into a Plan Review Agreement with the NBMCA
- b. Resolution to adopt By-Law 2024-05 to enter into Building Service Agreement
- c. Resolution to continue participation in the 2024 North Bay Hazardous Waste Depot
- d. Resolution to award Planning Consultant RFP (closes January 29) *at meeting only
- e. Resolution to award Integrity Commissioner RFP (closes January 29)* at meeting only

10. **Correspondence**

- a. MP Todd Doherty requiring the posting of 988 posters in all municipal buildings
- b. Town of Mono declares road safety emergency
- c. Prince Edward County regarding expanding the life span of fire apparatus
- d. City of Mississauga regarding significant reforms to the Landlord and Tenant Board
- e. North Bay Board of Health Agenda January 24, 2024 and Minutes
- f. Township of Clearview regarding cemetery transfer/ abandonment administration & management support
- g. Township of Georgian Bluffs asking the Province to undertake a comprehensive social and economic prosperity review
- h. Library Board Minutes – January 8, 2024
- i. Letter from Ministry re 2024 OMPF Payments

11. **Closed Session**

- a. Council will go in Closed Session under Section 239 (b) of the Municipal Act, S.O. 2001, c.25 in order to address matters pertaining to:
 - personal matters about an identifiable individual, including municipal or local board employees;

12. **Confirmatory By-Law**

- a. Resolution to adopt By-law No. 2024-06

13. **Adjournment**



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
REGULAR MEETING OF COUNCIL
January 9th, 2024

PRESENT: Narry Paquette Jason Corbett
 Donna Clark Steve Featherstone
 Dan MacInnis

STAFF PRESENT: Andrée Gagné, Deputy Clerk
 Alex Hackenbrook, Public Works Manager
 Nicky Kunkel, CAO/ Clerk

No. 1
Moved by Councillor MacInnis Seconded by Councillor Featherstone
THAT this meeting be opened at 7:00 p.m. Carried Narry Paquette

No. 2
Moved by Councillor Featherstone Seconded by Councillor MacInnis
THAT the Minutes of the Regular Meeting of Council held December 12th, 2023 adopted as
circulated. Carried Narry Paquette

Presentation:

Catherine and Isabell Sauve, property owners of Boxwell Rd brought their concerns about the maintenance of such road. They submitted a Proposal for year-round maintenance for Council to consider.

No. 3
Moved by Councillor Featherstone Seconded by Councillor Corbett
THAT the Proposal presented to Council by the Sauvés be referred to the Public Works
Manager; AND THAT a report be prepared for Council at their next meeting.
 Carried Narry Paquette

Notice of Motion Submitted by Councillor Featherstone
To be included on the Agenda for the
Regular Meeting of Council January 9th, 2024

WHEREAS it would be more cost effective to have a third attendant at the Landfill Site to police, educate and sort the recycling; BE IT HEREBY RESOLVED THAT Council agrees to this recommendation and authorizes the Public Works Manager to increase the Staff complement at the Landfill Site.

No. 4

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT By-Law 2023-48 being a by-law to govern the proceedings of the Council of the Corporation of the Township of Bonfield, its committees and boards, be read a third time, passed in Open Council this 9th day of January 2024; AND THAT the said By-Law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Carried Narry Paquette

No. 5

Moved by Councillor Featherstone

Seconded by Councillor Clark

WHEREAS Council deems it expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a By-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31st, 2024; BE READ a first, second and third time, passed and numbered 2024-01; AND THAT said by-law be signed by the Mayor and Clerk and sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Carried Narry Paquette

No. 6

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

WHEREAS Council deems it necessary and expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law to provide for an Interim Tax Levy for the year 2024, BE READ a first, second, and third time, PASSED AND NUMBERED 2024-02; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Carried Narry Paquette

No. 7

Moved by Councillor Featherstone

Seconded by Councillor Corbett

WHEREAS Council deems it expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law to constitute and appoint a Committee of Adjustment for the Municipality BE READ a first, second and third time, PASSED AND NUMBERED 2024-03; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book; AND THAT this by-law be posted on the Municipal Website for public information purposes.

Carried Narry Paquette

No. 8

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT Council approve the general accounts for the Township of Bonfield as indicated in the disbursement report dated January 9th, 2024, in the amount of \$280,933.62, as per the annual budget and/or as approved by Council resolution.

Carried Narry Paquette

No. 9

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT the Council for the Township of Bonfield supports the resolution received from the Western Ontario Warden's Caucus regarding the call on the Provincial Government to work with municipalities in Ontario, as a responsible and accountable level of government, to focus all efforts on tackling the housing and affordability crisis in Ontario and to provide all municipalities with the financial resources to tackle the housing and affordability crisis in Ontario that is pricing too many people, especially young families and newcomers, out of home ownership, while amplifying socio-economic disparities and reliance on municipally provided human services.

Carried Narry Paquette

No. 10

Moved by Councillor Featherstone

Seconded by Councillor MacInnis

THAT the Council for the Township of Bonfield supports the resolution received from Prince Edward County urging the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities.

Carried Narry Paquette

No. 11

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council for the Township of Bonfield supports the resolution received from the North Bay Parry Sound District Health Unit endorsing the letter from the Ontario Public Health Association on modernizing alcohol marketplace and product sales to raise awareness about and work to reduce the impact of increased access to alcohol.

Carried Narry Paquette

No. 12

Moved by Councillor MacInnis

Seconded by Councillor Featherstone

THAT the Council for the Township of Bonfield supports the resolution received from the Township of Conmee lobbying the Provincial Government to amend the Municipal Act and Municipal Elections Act, as may be, so that people with a criminal record who have not had their record pardoned from the RCMP Data Base by order of the Governor General of Canada, be prohibited from becoming a candidate in municipal elections or holding office in municipal council.

Carried Narry Paquette

No. 13

Moved by Councillor Featherstone

Seconded by Councillor Corbett

THAT the Council for the Township of Bonfield supports the resolution received from the Township of Asphodel Norwood calling for action to reduce insurance costs.

Carried Narry Paquette

No. 14

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council for the Township of Bonfield supports the resolution received from City of Greater Sudbury's request that the province amend the Occupational Health and Safety Act to clarify the definition of "employer" to exclude owners that have contracted with a constructor for a project.

Carried Narry Paquette

No. 15

Moved by Councillor Featherstone

Seconded by Councillor Corbett

THAT the report titled Code of Conduct Complaint: Salman and Amy Kazi vs Councillor Steve Feathersone - Township of Bonfield 2024 submitted by the Integrity Commissioner, David King, be accepted as submitted.

Carried Narry Paquette

No. 16

Moved by Councillor Featherstone

Seconded by Councillor Corbett

WHEREAS it would be more cost effective to have a third attendant at the Landfill Site to police, educate and sort the recycling; BE IT HEREBY RESOLVED THAT Council agrees to this recommendation and authorizes the Public Works Manager to increase the Staff complement at the Landfill Site.

Deferred Narry Paquette

No. 17

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Meeting of Council hereby proceeds to closed session in accordance with Section 239 of the Municipal Act, 2001, as amended, at 8:03 p.m. for the purpose of discussing matters pertaining to personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations.

Carried Narry Paquette

No. 18

Moved by Councillor Featherstone

Seconded by Councillor Corbett

THAT the Meeting of Council resumes open session at 9:00 p.m.

Carried Narry Paquette

No. 19

Moved by Councillor Featherstone

Seconded by Councillor Corbett

WHEREAS Council deems it expedient to pass three readings of the following by-law at this session; BE IT HEREBY RESOLVED THAT a by-law to confirm the proceedings of Council from December 12th, to January 9th, 2024; BE READ a first, second and third time, PASSED AND NUMBERED 2024-04; AND THAT the said by-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-Law Book.

Carried Narry Paquette

No. 20

Moved by Councillor Featherstone

Seconded by Councillor Corbett

THAT this meeting be adjourned at 9:06 p.m.

Carried Narry Paquette

MAYOR

CLERK

REPORT TO COUNCIL

DATE: January 30, 2024
FROM: Ann Carr, Planning Administrator
SUBJECT: North Bay Mattawa Conservation Authority

RECOMMENDATION: That Council hereby receives the report regarding services provided by the North Bay Mattawa Conservation Authority; and Further that Council enters into the agreement with the North Bay Mattawa Conservation Authority for categories 1, 2 and 3 services mandated under their jurisdiction in accordance with R.S.O. 1990, c. C27, Conservation Authorities Act.

BACKGROUND:

At the Council meeting held on December 12th, 2024, Council was presented with the 5-year agreement to be signed with the North Bay Mattawa Conservation Authority. Council then instructed staff to prepare a report to determine if the levy imposed to the Township is optional.

1. Legislation Governing Conservation Authorities

In Ontario, conservation authorities develop and deliver local, watershed-based resource management programs on behalf of the province and municipalities. Conservation authorities are local public sector organizations established by the province and governed by the [Conservation Authorities Act](#), which is administered by the Ministry of the Environment, Conservation and Parks.

Legislative provisions, including those related to natural hazard management, are the responsibility of the Ministry of Natural Resources and Forestry.

Each conservation authority was established by the province so that municipalities in a common watershed could work together on local resource management. 95% of Ontario's population lives in a watershed managed by a conservation authority.

Each conservation authority membership is appointed by these participating municipalities, as set out in the *Conservation Authorities Act*. In 1972 the North Bay Mattawa Conservation Authority was formed by 10 Municipalities, under the Conservation Authorities Act. A community-based environmental organization in Ontario, the NBMCA is a leader in watershed management, dedicated to conserving, restoring, developing, and managing renewable natural resources on a watershed basis. NBMCA is governed by a 12-member Board of Directors appointed by the 10 member municipalities.

The Ministry of the Environment, Conservation and Parks (MECP) administers the *Conservation Authorities Act*, its regulations and associated provincial policy to provide conservation authorities with policies and procedures for meeting the requirements in the *Conservation Authorities Act*

Additionally, under the [Clean Water Act](#), MECP provides funding for conservation authorities for their legislated role as source protection authorities in the provincial drinking water source protection program.

The Ministry of Natural Resources and Forestry provides conservation authorities with:

- policy direction and technical advice on natural hazard management
- funding for eligible natural hazard management activities and studies/repairs on existing conservation authority-owned or managed flood and erosion control infrastructure (for example, dams, dykes, retaining walls)

The Building Code Act, 1992, Part 8 also governs the conservation authorities' function and powers with septic systems and the provision of fees for the purpose thereof. Fees collected for this purpose are the responsibility of the property owner.

2. Programs and Services of Conservation Authorities

R.S.O. 1990, c. C.27 Conservation Authorities Act Part V, Power of Authorities describes:

Mandatory programs and services

21.1 (1) An authority shall provide the following programs or services within its area of jurisdiction:

1. Programs or services that meet any of the following descriptions and that have been prescribed by the regulations:

- i. Programs and services related to the risk of natural hazards.
- ii. Programs and services related to the conservation and management of lands owned or controlled by the authority, including any interests in land registered on title.
- iii. Programs and services related to the authority's duties, functions and responsibilities as a source protection authority under the [Clean Water Act, 2006](#).
- iv. Programs and services related to the authority's duties, functions and responsibilities under an Act prescribed by the regulations.

2. Programs or services, other than programs or services described in paragraph 1, that have been prescribed by the regulations on or before the first anniversary of the day prescribed under [clause 40 \(3\) \(i\)](#), [2020, c. 36](#), Sched. 6, s. 8 (1).

The activities under each Category, described below are already in place and have been jointly funded by municipalities, the province, and in some cases the Conservation Authorities themselves. What has changed is the fact there will be greater clarity around the standards to be met, and that the relative share of funding to support these activities are to be integrated into the 2024 municipal budget. Mandatory services, Category 1, do not need an agreement in place to be levied to the Township. Categories 2 and 3 are a part of the agreement for services. The ski hill is outside of the levy and will be determined outside of the agreement.

Category 1(Mandatory) Services

A. Corporate Services (general functions per O. Reg. 402/22)

- These are operating expenses and capital costs that are not related to the provision of a specific program or service, but rather provide a corporate-wide supporting function. Includes: governance support, finance, human resources, geographical information systems (GIS), information technologies, communications, legal expenses, office equipment and supplies, administrative office buildings, vehicle fleet, asset management, etc.

B. Planning and Regulations

- These area operating expenses. The main goal is to protect life and property from natural hazards specified in O. Reg 686/21. Includes: natural hazard input and review for member municipalities, planning boards, and unincorporated areas; Section 28 permitting process; and technical studies such as updating the regulated areas.

C. Water Resources Management

- These are operating expenses and capital costs. The main goal is to protect life and property from natural hazards specified in O.Reg. 686/21. Includes: flood forecasting and warning, flood erosion control, ice management, natural hazard infrastructure operational plan and asset management plan, low water response, watershed-based resource management strategy, and watershed monitoring (provincial partnership surface water and ground water monitoring programs).

D. Conservation Areas and Lands

- These are operating expenses and capital costs. The main goal is to protect, conserve and manage conservation authorities and lands owned by NBMCA, including providing safe, passive recreation to the public. Includes: management of NBMCA owned lands including public parks and trails, Section 29 enforcement, maintenance of assets such as bridges, benches, pavilions, etc., tree planting on NBMCA lands, land inventory, conservation strategy, policy for land acquisition and disposition, Planning Act comments as the landowner.

E. Source Protection Authority (SPA)

- These are operating expenses. The main goal is to protect existing and future municipal drinking water sources in the North Bay-Mattawa Source Protection Authority (MBMSPA) per the Clean Water Act, 2006. Includes: governance support to a Source Protection Committee and to the NBMSPA, technical studies, policy updates/development, proposal review and comments, plan input and review, and significant threat policy implementation.

F. On-Site Sewage System (OSS) Program

- These are operating expenses. The main goal is to regulate existing and new septic systems to protect the environment per the Building Code Act, 1992, Part 8. Includes: permitting and compliance for on-site sewage systems (septic systems) in municipalities and unorganized townships, and mandatory maintenance inspections to over 500 properties identified under the Clean Water Act, 2006.

Category 2 (Delegated by a Municipality)

G. Watershed-Municipal Programs

- These are operating expenses. Includes: watershed-wide monitoring that supplement the mandatory watershed monitoring (under Water Resources Management program area), and septic system reinspection program under the Trout Lake Management Plan.

Category 3 (non-mandatory; advisable by NBMCA)

H. Watershed-Support Programs

- These are operating expenses and capital costs. These are programs and services that NBMCA has determined are advisable to provide to further the purposes of the Conservation Authorities Act. Includes: benthic monitoring, watershed report card, land acquisition and disposition, land lease and agreement management, stewardship, and restoration, Miskwaadesi (Painted Turtle Site), septic systems related plan input and review, Mattawa River Canoe Race.

I. Ski Hill

- These are operating expenses and capital costs. Supports the Laurentian Ski Hill Snowboarding Club which is operated by a separate board and staff. NBMCA owns the major capital assets. Is separate from the levy and is a request to Municipalities.

FINANCIAL ANALYSIS:

NBMCA BUDGET 2024 and TOWNSHIP OF BONFIELD LEVY

CATEGORY	FULL COST	% OF BUDGET	BONFIELD LEVY
CAT 1 (mandatory)	\$5,111,797.00	98.14%	\$32,374.42
CAT 2(delegated by municipality)	\$23,286.00	0.45%	\$ 148.45
CAT 3(non-mandatory advisable by NBMCA)	\$73,586.00	1.41%	\$ 465.13
Total Budget	\$5,208,669.00		\$32, 988
	(excludes optional ski hill ask)		

The North Bay Mattawa Conservation Authority along with the Conservation Act mandates that municipalities shall pay the levy associated with the services that are provided. Mandatory services include corporate services, planning and regulations, water resource management, conservation areas and land, source protection authority and on-site sewage systems.

The Act also allows the North Bay Mattawa Conservation Authority to raise funds through permitting on a per user basis. The Township of Bonfield does not incur additional expenses when residents need the consultation of the authority under their jurisdiction for septic permits or DIA permits (Development, Interference with Wetlands and Alterations to Shorelines and Watercourses) unless the Township itself requires the permit. The Township of Bonfield's Official

Plan states that the services of the North Bay Mattawa Conservation Authority are to be used for comment for land planning matters and the cost is 25% of the cost of the consent. The application fee of the consent factors the cost and is paid for by the user. Currently the Township charges \$600.00 per lot consent and an additional \$300.00 per lot after, most consents cost the user \$150.00 for the NBMCA review.

In April 2023, the Township received a quote from JL Richards for services for comment on planning matters. The quote was to be charged on an hourly rate of \$187.50 to \$220.00 plus a 7% administration fee as well as any travel expenses. We would in turn download the cost to the user. Using this quoted price, the user would pay the increase. If the Township were to pay a third party for comment on planning matters, the transparency being offered through the NBMCA would be lost.

Canvassing other municipalities in the area that are not mandated by a Conservation Authority has shown that septic permits are still granted with the NBMCA for some neighbouring municipalities. Watershed protection is governed by the MNRF however noncompliance is dealt with by a by-law officer and often dealt with in the courts. The cost is then the municipalities to ensure safe watersheds as well as erosion control methods are being used and liability would be that of the Township. The point of watershed protection in other areas is moot when we are legislated under the Conservation Authority Act to use the NBMCA.

The CAO and the Planning Administrator had a meeting with John Dungavell, Acting Manager of Conservation Authorities and Natural Hazards Section of the MNRF to discuss how the NBMCA was formed and if the Township was able to "opt out" of being in the jurisdiction of the NBMCA. As previously discussed, the NBMCA was formed in 1972 by the 10 participating municipalities. The only way to dissolve the NBMCA would have to be a direction of all 10 municipalities. He also confirmed that there is no option for paying the mandatory portion of the levy.

SUMMARY:

The Township is mandated to pay the levy to the NBMCA for all Category 1 mandated services. For Category 2 and 3 services the cost would increase for our taxpayers when hiring a third party and downloading the cost to the user for planning matters. Currently, the fee passed to the property owner is 25% of the municipal fee which equals \$150.00, a third-party planning consultant fee would be closer to \$200 plus additional fees. Our Official Plan indicates that we will use the NBMCA to comment on planning matters and the NBMCA has the expertise and provides transparency in the process. Outsourcing for Category 2 and Category 3 services will not provide the Township with any benefit. The levy portion of the NBMCA budget for Category 2 and 3 totals \$613.58 for the entire year.

The North Bay Mattawa Conservation Authority is also mandated to comment on development in areas where the control of flooding, erosion, dynamic beaches, pollution, or the conservation of land may be affected by development. (O Reg. 177/06: North Bay-Mattawa Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines

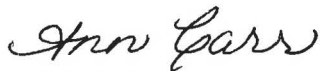
and Watercourses) Using the NBMCA provides the consent applicant with one less step to understand what needs to be done to develop the land within the jurisdiction of the NBMCA as well as providing the Township with the correct information to protect the water sources and property in our area.

During the Official Plan public consultation there was great concern voiced to protecting our resources, lakes and drinking water sources. The cost that the NBMCA imposes on the Township provides confidence to our residents that the Township is providing expertise and transparency when we are engaged with NBMCA.

It is our recommendation to continue partnering with the North Bay Mattawa Conservation Authority and not seek to have the organization dissolved by the province. While expenses are increasing Council could request the Conservation Authority to conduct a review their permitting and other user fees to ensure they are fully utilized, cost recovery, or where possible earn additional revenue. This additional revenue could be used to offset the mandatory services, in turn reducing the municipal levy.

Additional information available upon request:
Table 7 of the NBMCA Draft Budget 2024
AMO Fact Sheet
Watershed Report Card 2023 (Category 3 Service)

Respectfully,



Ann Carr
Planning Administrator

I concur with this report,



Nicky Kunkel
CAO



REPORT TO COUNCIL

MEETING DATE: January 30, 2024
TO: Mayor and Council
FROM: Ann Carr, Planning Administrator
SUBJECT: Sale and Disposition of Land RE: Beath, Patrina and Jeffery

RECOMMENDATION: WHEREAS Jeffery and Petrina Beath have requested to purchase Block 21, Section 36M-516, directly abutting their property located at 16 Rock Ridge Lane, Rutherglen, BE IT HEREBY RESOLVED that Council approves of this purchase in principle and that the Planning Administrator proceed accordingly AND FURTHER in accordance with By-Law 2007-49 and By-Law 2016-19, Jeffery and Petrina Beath shall be responsible for all disbursements incurred by the Township and shall submit a \$3000.00 deposit prior to the commencement of legal work.

SUBJECT LAND AND INFORMATION: The subject property is located in the M5-16, "Olliver" Subdivision which was created in 1980. This subdivision abuts Kaibuskong Bay and Sheilds Point Road. At that time the subject land was transferred to the Township of Bonfield to have parking for twenty cars to allow parking for lots 1 to 9, as those lots were to have water access only. Since then, through amendments to the subdivision agreement by various by-laws and zoning changes to the properties within the subdivision, the subject property has been zoned as "open space". The subject property also indicates on the current severance on record, that easements are attached to the said property to allow passage through the travelled private road named Rock Ridge Lane.

Due to the complexity of the subject land, the Township requires a deposit from the applicant to engage legal to provide recommendations and processes that may be involved prior to Council declaring the land surplus. The legal team needs to be engaged early to determine the extent of processes that must be considered in the transfer of this land.

Associated documents available upon request:

- Letter from Petrina Beath
- Map Indicating the Property Request

Respectfully,

Ann Carr
Planning Administrator

I concur with this report.

Nicky Kunkel
CAO

August 3, 2023

Dear Mayor and Councillors of Bonfield Township,

We write this letter to you in hope that you will consider the request our neighbour and us bring forward.

We are seeking to purchase some land from Bonfield Township and do a lot line adjustment of our two properties. Our property is located at 16 Rock Ridge Lane (coloured red in fig. 1.1), while our neighbours address is 140 Shields Point Road (coloured yellow). Our two properties are strangely interconnected, as you can see in figure 1.1, what we would like to do is clean up these two property lines by making it simple – one side of Rock Ridge Lane would be the neighbour's property, and the other side would be ours.

When inquiring about lot line adjustments, we learned that properties under 2.5 acres, according to the Official Plan, cannot decrease anymore in size. This creates an obstacle for us, if we are to try to buy the land on our side of Rock Ridge Lane, from our neighbour. A solution to this obstacle, however, is to buy the unused land that the Township owns (coloured in purple stripes in fig. 1.1). This land is not used, in anyway by the Township, to the best of our knowledge, but allowing us to buy it would open the opportunity for our neighbours and us to have clean property lines, as we would then be able to trade some of the purchased land from the Township for the land from our neighbours. I have included a picture (fig. 1.2) that gives a quick reference guide of what we would like to do.

If this request were to be granted, we understand and accept that all expenses incurred by the Township of Bonfield, on this matter, would be passed onto us.

Thank you for taking the time to review this. We hope you will consider our request to purchase this piece of land from the Township, and then do a lot line adjustment of our two properties. If you have any questions or concerns with our request, please give us a call at, 705-495-9180, or feel free to stop by at our place, to see our properties in person. We look forward to hearing back from you. Take care.

Sincerely,

Jeff and Petrina Beath

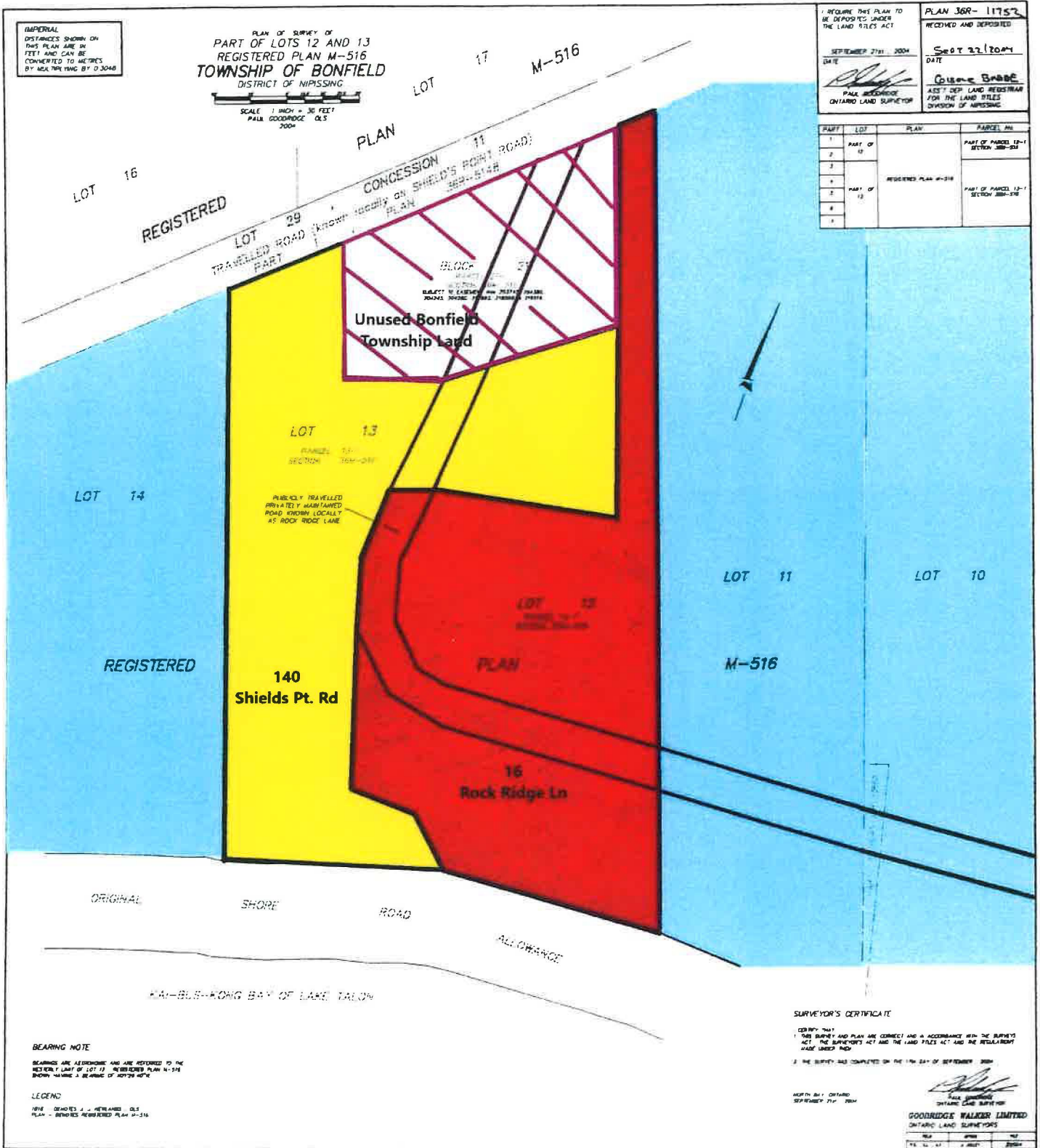


Figure 1.1 – existing property lines

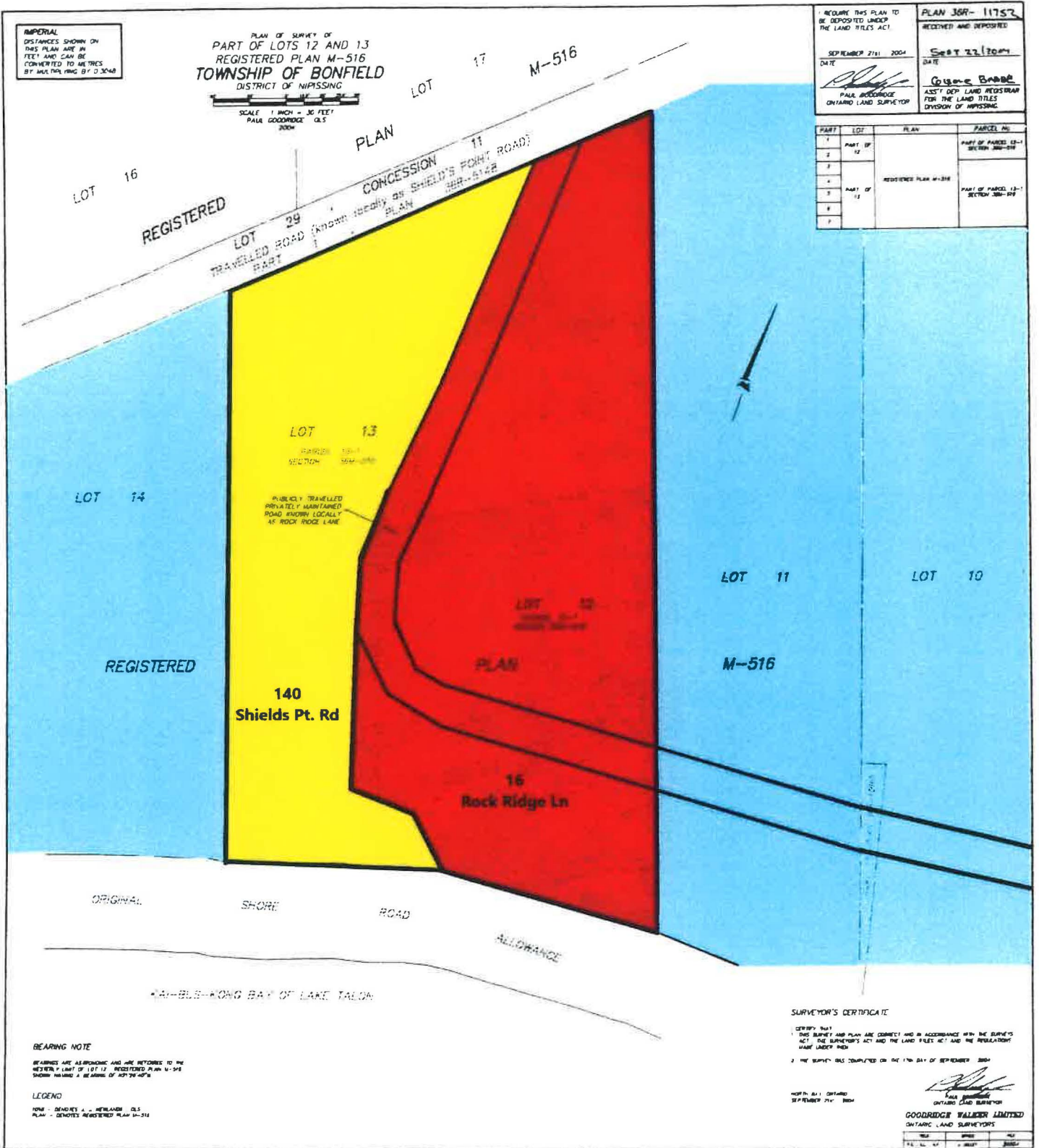


Figure 1.2 – proposed idea

TRAVELLED PART

PLAN 3R-11752

BLOCK 21

PARCEL 21-1
SECTION 36M-516
SUBJECT TO EASEMENT Nos 203745, 204380,
204245, 204280, 217893, 218588 & 219519

LOT 13
PARCEL 13-1
SECTION 36M-516

PART 1
(AREA = 0.29 AC.)

PART 2
(AREA = 0.03 AC.)

PART 4
(AREA = 50 SQ. FT.)

PART 3
(AREA = 1.60 AC.)

PART 6
(AREA = 0.07 AC.)

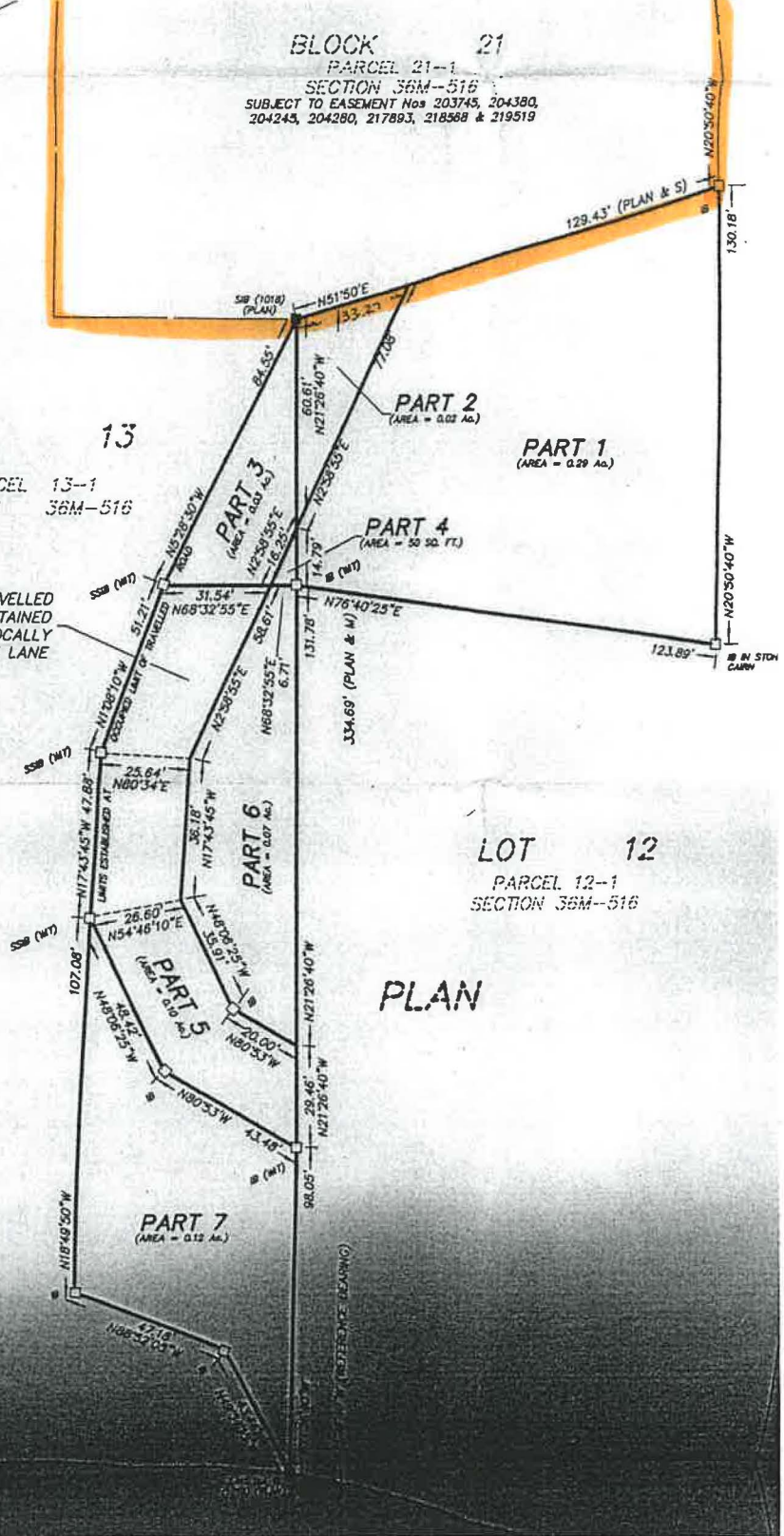
LOT 12
PARCEL 12-1
SECTION 36M-516

PART 7
(AREA = 0.13 AC.)

PART 5
(AREA = 0.10 AC.)

PLAN

PUBLICLY TRAVELLED
PRIVATELY MAINTAINED
ROAD KNOWN LOCALLY
AS ROCK RIDGE LANE



Bonfield Fire Department
Monthly Report: JANUARY 2024

Weekly Meetings (Monday nights):

- 2 training nights
- 2 work nights

Fire Dept Calls:

- 1 Chimney fire, 6 firefighters went to the call
- 6 medical calls

New Recruit:

- Jacob Brettler



**PLANNING & DEVELOPMENT
DEPARTMENT**

Email: planning@bonfieldtownship.com

REPORT TO COUNCIL

MEETING DATE: January 30, 2024
FROM: Nicky Kunkel, CAO Clerk-Treasurer
SUBJECT: Fire Department Budget

RECOMMENDATION

That Council hereby approves transferring \$15,000.00 of the unused 2023 Fire Department Budget to a reserve in order to purchase bunker gear for the Volunteer Fire Fighters in 2024.

BACKGROUND

The 2023 Fire Department budget included \$15,000 to replace expired bunker gear for the health and safety of the Volunteer Fire Fighters. As explained by the Deputy Fire Chief, due to supply and demand concerns the bunker gear was not purchased.

However, there are outdated bunker sets still in operation that need to be replaced. To be clear the gear is washed and tested after each use on a fire scene and continue to be deemed safe. However, to be proactive, new gear is highly recommended.

Council had budgeted \$15,000 for new bunker gear in each year of 2021, 2022 and 2023. The 2021 expense was incurred, and it is recommended that the unused 2023 portions be moved to a reserve so that it can be used, along with the 2024 allocation, to purchase additional sets.

Respectfully,

Nicky Kunkel
CAO Clerk-Treasurer



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
PUBLIC WORKS COMMITTEE MEETING
January 15, 2024, 7:00 P.M.

ATTENDANCE: Dan MacInnis, Jason Corbett, Steve Featherstone,
Donna Clark, Narry Paquette

VIRTUAL ATTENDANCE:

STAFF PRESENT:
Santana Chubb, Clerk
Alex Hackenbrook, Public Works Manager
Nicky Kunkel, CAO

EXCUSED ABSENCE:

No. 1
Moved by Jason Corbett
THAT the Public Works Committee Meeting be opened at 7:05 p.m.
Seconded by Steve Featherstone
Carried Dan MacInnis

No. 2
Moved by Steve Featherstone
THAT the agenda for the Public Works Committee Meeting for January 15, 2024, be approved as circulated.
Seconded by Jason Corbett
Carried Dan MacInnis

No. 3
Moved by Donna Clark
THAT the minutes of the Public Works Committee meeting held November 01, 2023, be adopted as circulated.
Seconded by Steve Featherstone
Carried Dan MacInnis

No. 4
Moved by Jason Corbett
Whereas the Public Works Committee has reviewed documentation on maintenance for private, seasonal, and unmaintained roadways; and
Whereas the Committee hereby deems it diligent to create a policy that ensures consistent processes and maintenance requirements for all properties within the municipality.
Now therefore the Committee recommends to Council that staff be instructed to prepare a draft policy for review at a future committee meeting.
Seconded by Donna Clark

Carried Dan MacInnis

No. 5

Moved by Donna Clark

Seconded by Jason Corbett

WHEREAS the Public Works Manager will be creating a plan for maintaining municipal roads and improving conditions, therefore the Committee recommends to Council that staff be authorized to update the GIS system accordingly to document the plan and record the improvements.

Carried Dan MacInnis

No. 6

Moved by Donna Clark

Seconded by Narry Paquette

THAT this meeting be adjourned at 7:31p.m.

Carried Dan MacInnis

CHAIR

SECRETARY

REPORT TO COUNCIL

MEETING DATE: January 30th, 2024
FROM: Alex Hackenbrook, Public Works Manager
SUBJECT: **Unmaintained Seasonal Roads – Boxwell Road**

RECCOMENDATION:

That Council adopt a policy for the “Assumption of Unmaintained Municipal Roads & Private Roadways” throughout the Township of Bonfield; and THAT Township employees maintain seasonal roads, including Boxwell Road, on a priority basis during summer months, to the best of their ability, to fill potholes and trim trees when possible

BACKGROUND INFORMATION:

It was brought to the attention of Council at the January 9th meeting where seasonal residents of Boxwell Road had voiced concerns regarding the state of the roadway. At this meeting residents had the chance to speak to Council & elaborate on the reasons why they believed that the Township should maintain the roadway.

The section of Boxwell Road that is in question starts at 529 Boxwell Road & continues to the intersection at Grand Desert Road. From address 529 to Grand Desert there are 3 vacant residential land properties & 1 seasonal/recreational property located at 489 Boxwell Road.

EVALUATION:

Being as there are no permanent residents on this stretch of roadway & the required resources from Public Works that would be needed to bring this road back up to standard, it is believed that the Township decide not to maintain such a roadway at this time. The overall required resources & cost that the Public Works Department would have to invest into Boxwell Road to bring the roadway up to the maintenance standard of a year-round maintained roadway is not feasible at this point in time.

Required work :

- Brushing of tree canopy – Aprox 3 days – 2 employees = \$530
- Gravel for 1.3 km of road – Aprox \$20,000 (1000m x 860ton = \$25/ton)

-
- Ditching/cutting of banks – Aprox 3 days – 3 employees & equipment = \$950
 - Bridge Inspection by Engineer – Aprox \$3000
 - Bridge Repair as per 2022 inspection report – Aprox \$42,000

The total estimated cost to bring this stretch of road to the standard of a year-round maintained road would be approximately \$66,480. Public Works would have to add gravel to the existing roadway to fill major holes/ruts, brush the tree canopy along the 1.3km stretch of road, ditch/cut the banks along the roadway to allow adequate drainage & lastly repair the bridge.

For Public Works to incur such additional costs for required materials, equipment & staff-application would not be justified for such a small tax-based section of roadway with only 1 seasonal residence located on it. Also, there is a bridge located on this section of road & would be required to undergo a bridge study under the direction of a professional engineer in accordance with the Ontario Structure Inspection Manual. This inspection comes at a high cost and would in-fact be needed to deem the structure safe for constant traffic, including that of a plow truck and heavy equipment. Currently the road is identified as a Class 6 roadway and the bridge is not structurally sound enough to handle the weight of the grader.

The current state of the bridge as of an inspection completed in 2022 shows a Bridge Condition Index (BCI) to be at 57 which falls into the fair/poor category. Currently Public Works does maintain this road but only during the summer months applying gravel to potholes and fixing washouts on a priority basis.

Upon the completion of a drive through inspection of Boxwell road, it is apparent that the road is in rough shape & requires attention, however due to the road being a “Seasonally Maintained Road” with no permanent resident located on it, the adaptation of a “Assumption of Unmaintained Municipal Roads & Private Roadways” policy would outline the requirements as well as the maintenance standards for such seasonally maintained and what the Township’s responsibility for such roads are in accordance to the policy.

At this point in time there are a few options we can pursue to refine Boxwell Road such as:

- Residents of Boxwell Road bring the road up to the standard required by the Minimum Maintenance Standards of Ontario Regulation, upon completion the Township assumes the roadway



PUBLIC WORKS DEPARTMENT

Email: pwmanager@bonfieldtownship.com

-
- Township employees maintains the roadway on a priority basis during summer months, to the best of their ability, to fill potholes and trim trees when possible
 - If determined the road is past repair, the Township closes Boxwell Road and deems it as a trail not a roadway, that will be “use at own risk”

In closing, it is believed that in the best interest of the residents as well as the Township, that Public Works install “Use At Own Risk” signage on both ends of the seasonally maintained portion of Boxwell Road (in conjunction with the already present “No Winter Maintenance” signage) and conduct maintenance to the road (fill potholes & trim tree growth) when possible and based upon priority throughout the Township.

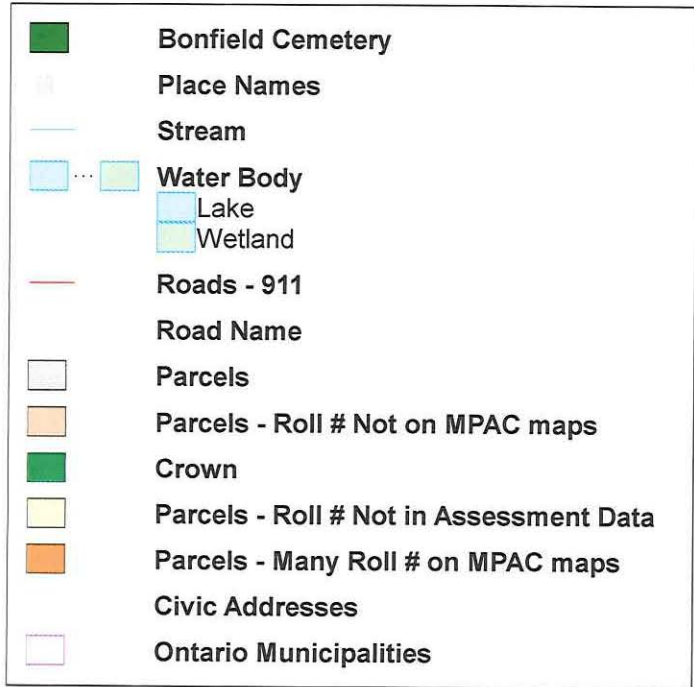
Respectfully,

Alex Hackenbrock
Public Works Manager

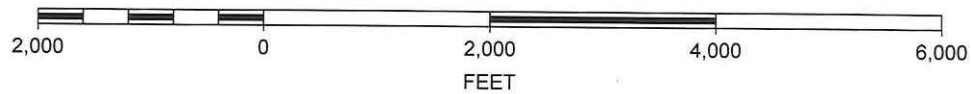
I concur with this report,

Nicky Kunkel CAO,
Clerk Treasurer

Bonfield



SCALE 1 : 20,462



Structure Condition Summary Form

Structure Name Boxwell Road Bridge
Structure Number 07
Date of Inspection June 3, 2022
Project No. 22035
Consultant HP Engineering Inc.

Element Group	Element Name	Unit (Qty.)	Unit Price (MTO)	Total Element Quantity	Element Qty. in Excellent Condition (1.00)	Element Quantity in Good Condition (0.75)	Element Quantity in Fair Condition (0.4)	Element Quantity in Poor Condition (0)	Total Replacement Value (TRV)	Current Element Value (CEV)	Element Condition Index
Abutment	Abutment Walls	Sq.m	900.00	9.20	0.00	5.60	2.60	1.00	8280	4716	57
	Wingwalls	Sq.m	350.00	7.00	0.00	3.00	2.00	2.00	2450	1068	44
Approaches	Wearing Surface	Sq.m	6.00	264.00	0.00	144.00	100.00	20.00	1584	888	56
Barriers	Barrier/ Parapet Walls	Sq.m	100.00	14.40	0.00	0.00	12.90	1.50	1440	516	36
Beams / Main	Girders	Sq.m	200.00	21.60	0.00	15.60	3.00	3.00	4320	2580	60
Decks	Deck Top - Thick Slab	Sq.m	350.00	33.12	0.00	13.12	18.00	2.00	11592	5964	51
	Soffit - Thick Slab	Sq.m	350.00	36.00	0.00	29.00	5.00	2.00	12600	8313	66
									42266	24044	

Bridge Condition Index (BCI) 57

- I_t 0 Importance Factor for Traffic
- I_c 0 Importance Factor for Economic Impacts
- I_w 0 Importance Factor for Bridge Width
- I_p 0 Importance Factor for Bridge Profile or Alignment

Bridge Sufficiency Index (BSI) 57

Appendix A : Asset Information Summary - Bridges

Township of Bonfield

Site No	Bridge Name	Bridge Type	Year Built (Age)	Year of Last Rehab	Number of Spans	Total Length (Parallel to Roadway) (m)	Width (Perpendicular to roadway) (m)	Roadway Width (m)	Existing Surface Area (m ²)	Replacement Cost - Existing Geometry (\$000)	Replacement Cost - Current Geometric Standards (\$000)	BCI	Benchmark Budget Costs				Prioritize Year of Need - Major/Minor Capital Works	Est 2023
													Rehabilitation Costs (\$000)			Engineering Investigation Costs (\$000)		
													< 1 year	1-5 Years	6-10 Years			
01	Maple Road Bridge	Concrete Girder	1917	1989	1	11.10	5.00	4.30	56	416	772	60	0	0	586	20.0	3	
02	Sunnyside Road Bridge	Concrete Rigid Frame	1982	-	1	12.50	9.40	7.10	118	881	999	72	103	0	0	20.0	5	
07	Boxwell Road Bridge	Concrete Girder	1916	-	1	7.20	4.60	4.40	33	265	551	57	0	0	524	30.0	2	
08	Trunk Road Bridge	Concrete Rigid Frame	1930 (est.)	-	1	3.60	6.00	5.50	22	173	284	37	0	409	0	35.0	1	444.0
10	Pine Lake Road Bridge	Concrete Rigid Frame	1983	-	1	13.28	9.70	8.70	129	966	950	68	24	0	0	15.0	4	
12	Line 3 North Road Bridge	Steel Girder	Unknown	-	1	16.00	8.40	7.15	134	1,008	1,170	75	24	0	0	5.0	6	
TOTALS										3,709	4,725		151	409	1,110	125		444

NOTES:

1. BCI as calculated by HP Engineering.

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

INVENTORY DATA:			
Structure Name	<u>Boxwell Road Bridge</u>		
Main Hwy/Road #	On <input checked="" type="checkbox"/> Under <input type="checkbox"/>	Crossing Type:	Navigable Water <input type="checkbox"/> Non- Navigable Water <input checked="" type="checkbox"/> Rail <input type="checkbox"/> Road <input checked="" type="checkbox"/> Ped <input type="checkbox"/> Other <input type="checkbox"/>
Road Name:	<u>Boxwell Road</u>		
Structure Location	<u>900 m east of grand desert road , Lot 22, Con 5 Bonfield Ontario over Sharpes Creek</u>		
Latitude	<u>46° 13' 26.0" N</u>	Longitude	<u>79° 4' 18.5" W</u>
Owner(s)	<u>Township of Bonfield</u>	Heritage Designation	Not Cons. <input checked="" type="checkbox"/> Cons./Not App. <input type="checkbox"/> List/Not Desig. <input type="checkbox"/> Desig./not List <input type="checkbox"/> Desig. & List <input type="checkbox"/>
MTO Region	<u>Northeastern</u>	Road Class:	Freeway <input type="checkbox"/> Arterial <input type="checkbox"/> Collector <input type="checkbox"/> Local <input checked="" type="checkbox"/>
MTO District	<u>Sudbury</u>	Posted Speed	<u>40 km/h</u> No. of Lanes <u>1</u>
Old County	<u>Nipissing</u>	AADT	<u> </u> % Trucks <u> </u>
Geographic Twp.	<u>Bonfield</u>	Special Routes	Transit <input type="checkbox"/> Truck <input type="checkbox"/> School <input type="checkbox"/> Bicycle <input type="checkbox"/>
Structure Type	<u>Concrete Slab on Concrete Girders</u>		
Total Deck Length	<u>7.2</u> (m)	Detour Length Around Structure	<u> </u> (km)
Overall Str. Width	<u>4.6</u> (m)	Fill on Structure	<u> </u> (m)
Total Deck Area	<u>33.1</u> (m ²)	Skew Angle	<u>0</u> (Degrees)
Roadway Width	<u>4.4</u> (m)	Direction of Structure	<u>E-W</u>
Span Lengths	<u>7.2</u> (m)	No. of Spans	<u>1</u> (m)

HISTORICAL DATA			
Year Built	<u>1916</u>	Last Biennial Inspection	<u>August 7, 2020</u>
Current Load Limit	<u> </u> (tonnes)	Last Bridge Master Inspection	<u> </u>
Load Limit By-Law #	<u> </u>	Last Evaluation	<u> </u>
By-Law Expiry Date	<u> </u>	Last Underwater Inspection	<u> </u>
Min. Vertical Clearance	<u> </u> (m)	Last Condition Survey	<u> </u>
Rehabilitation History: (Date / Description)			

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

FIELD INSPECTION INFORMATION	
Date of Inspection:	June 03, 2022
Inspector:	Tashi Dwivedi, P.Eng., HP Engineering
Others in Party:	Nicholas Brown, HP Engineering
Equipment Used:	Digital camera, measuring tape, hammer
Weather:	Sunny
Temperature:	16 °C

ADDITIONAL INVESTIGATION REQUIRED	Priority			Estimated Cost
	None	Normal	Urgent	
Detailed Deck Condition Survey:		X		\$ 10,000.00
Bridge Rehabilitation / Replacement Study:		X		\$ 20,000.00
Detailed Coating Condition Survey:	X			\$
Underwater Investigation:	X			\$
Fatigue Investigation:	X			\$
Seismic Investigation:	X			\$
Structural Evaluation:	X			\$
Load Posting - Estimated Load			Total Cost	\$ 30,000.00
Special Notes: A detailed deck condition survey is recommended due to the age of the structure. It is recommended that the bridge be replaced in the next 6 to 10 years due to the condition and vintage of structure. Deck barrier is substandard and should be replaced with a code compliant barrier. No approach barrier was present at the time of the inspection; a code compliant approach barrier and end treatments should be installed. Some localized medium to large potholes and settlement observed at deck ends. Concrete slope protection failed at southwest corner.				
Next Detailed Inspection:			June 2024	

Suspected Performance Deficiencies

- | | | |
|--|--|------------------------------|
| 00 None | 06 Bearing not uniformly loaded/unstable | 12 Slippery surfaces |
| 01 Load carrying capacity | 07 Jammed expansion joint | 13 Flooding/channel blockage |
| 02 Excessive deformations (deflections & rotation) | 08 Pedestrian/vehicular hazard | 14 Undermining of foundation |
| 03 Continuing settlement | 09 Rough riding surface | 15 Unstable embankments |
| 04 Continuing movements | 10 Surface ponding | 16 Other |
| 05 Seized bearings | 11 Deck drainage | |

Maintenance Needs

- | | | |
|--------------------------------------|-------------------------------|-------------------------------|
| 01 Lift and swing bridge maintenance | 07 Repair of structural steel | 13 Erosion control at bridges |
| 02 Bridge cleaning | 08 Repair of bridge concrete | 14 Concrete sealing |
| 03 Bridge handrail maintenance | 09 Repair of bridge timber | 15 Rout and seal |
| 04 Painting steel bridge structures | 10 Bailey bridges maintenance | 16 Bridge deck drainage |
| 05 Bridge deck joint repair | 11 Animal/pest control | 17 Other |
| 06 Bridge bearing maintenance | 12 Bridge surface repair | |

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

ELEMENT DATA						
Element Group:	Approaches			Length:	30 m	
Element Name:	Wearing Surface			Width:	4.4 m	
Location:	East & West of Structure			Height:	-	
Material:	Gravel			Count:	2	
Element Type:	Wearing Surface			Total Quantity:	264 m ²	
Environment:	Severe			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m ²	-	144	100	20	09	12
Comments:	Generally in fair condition with unmaintained roadway. Some localized medium to large potholes and settlement observed at deck ends.					
	None <input type="checkbox"/>	1 – 5 years <input checked="" type="checkbox"/>	< 1 year <input type="checkbox"/>	Urgent <input type="checkbox"/>		

Element Group:	Approaches			Length:	-	
Element Name:	Barrier			Width:	-	
Location:	NE, NW, SE & SW of structure			Height:	-	
Material:	-			Count:	-	
Element Type:	-			Total Quantity:	-	
Environment:	Severe			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m	-	-	-	-	08	-
Comments:	No approach barrier present at the time of inspection. A code compliant approach barrier with end treatments should be installed.					
	None <input type="checkbox"/>	1 – 5 years <input type="checkbox"/>	< 1 year <input checked="" type="checkbox"/>	Urgent <input type="checkbox"/>		

Element Group:	Barrier			Length:	7.2 m	
Element Name:	Parapet Wall			Width:	-	
Location:	North & South of Structure			Height:	1.05 m	
Material:	Concrete			Count:	2	
Element Type:	Cast-in-Place Concrete			Total Quantity:	14.4 m	
Environment:	Severe			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m	-	-	12.9	1.5	08	-
Comments:	Minor to moderate scaling and discoloration/moss on surface of concrete noted. Barrier is substandard and should be replaced with a code compliant barrier.					
	None <input type="checkbox"/>	1 – 5 years <input type="checkbox"/>	< 1 year <input checked="" type="checkbox"/>	Urgent <input type="checkbox"/>		

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

Element Group:	Deck	Length:	-
Element Name:	Drainage	Width:	-
Location:	North & South Side of Deck	Height:	-
Material:	Steel	Count:	4
Element Type:	Deck Drains	Total Quantity:	4
Environment:	Severe	Not Inspected:	<input type="checkbox"/>
Protection System	None		
Units	Excellent	Good	Fair
Each	-	-	2
			Poor
			2
			Performance Deficiencies
			-
			Maintenance Needs
			02
Comments:	Perforations noted at all drains and drains on north side of structure. Two drains at north are blocked with sand.		
	None <input type="checkbox"/>	1 – 5 years <input type="checkbox"/>	< 1 year <input checked="" type="checkbox"/>
			Urgent <input type="checkbox"/>

Element Group:	Deck	Length:	7.2 m
Element Name:	Deck Top (Exposed)	Width:	4.6 m
Location:	Top of Deck	Height:	-
Material:	Concrete	Count:	1
Element Type:	Thick Slab	Total Quantity:	33.12 m ²
Environment:	Severe	Not Inspected:	<input checked="" type="checkbox"/>
Protection System	None		
Units	Excellent	Good	Fair
m ²	-	13.12	18.0
			Poor
			2.0
			Performance Deficiencies
			-
			Maintenance Needs
			08, 02
Comments:	Limited inspection due to gravel accumulation from approaches. Moderate scaling, concrete deterioration and small surface spalls noted on exposed sections of deck. Gravel accumulation observed on edges.		
	None <input type="checkbox"/>	1 – 5 years <input checked="" type="checkbox"/>	< 1 year <input type="checkbox"/>
			Urgent <input type="checkbox"/>

Element Group:	Decks	Length:	7.2 m
Element Name:	Soffit - Thick Slab (Exterior)	Width:	-
Location:	North & South Underside of Deck	Height:	0.2 m
Material:	Concrete	Count:	2
Element Type:	Cast-In-Place Concrete	Total Quantity:	2.88 m ²
Environment:	Moderate	Not Inspected:	<input type="checkbox"/>
Protection System	None		
Units	Excellent	Good	Fair
m ²	-	0.88	1
			Poor
			1
			Performance Deficiencies
			-
			Maintenance Needs
			08
Comments:	Large spalls with exposed corroded reinforcement observed on north and south fascia.		
	None <input type="checkbox"/>	1 – 5 years <input checked="" type="checkbox"/>	< 1 year <input type="checkbox"/>
			Urgent <input type="checkbox"/>

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

Element Group:	Decks			Length:	7.2 m	
Element Name:	Soffit - Thick Slab (Interior)			Width:	4.6 m	
Location:	Underside of Deck			Height:	-	
Material:	Concrete			Count:	1	
Element Type:	Cast-In-Place Concrete			Total Quantity:	33.12 m ²	
Environment:	Moderate			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m ²	-	28.12	4	1	-	08
Comments: Light scaling and honeycombing. Some spalls with efflorescence noted.						
None <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>						

Element Group:	Beams/MLB's			Length:	7.2 m	
Element Name:	Girders			Width:	0.25 m	
Location:	Underside of Deck			Height:	0.25 m	
Material:	Concrete			Count:	4	
Element Type:	Girder			Total Quantity:	21.6 m ²	
Environment:	Moderate			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m ²	-	15.6	3	3	-	08
Comments: Moderate scaling and spalls with exposed corroded reinforcement noted.						
None <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>						

Element Group:	Beams/MLB's			Length:	1.2 m	
Element Name:	Diaphragms			Width:	0.25 m	
Location:	Underside of Deck			Height:	0.2 m	
Material:	Concrete			Count:	3	
Element Type:	Diaphragm			Total Quantity:	2.52 m ²	
Environment:	Benign			Not Inspected:	<input type="checkbox"/>	
Protection System	None				Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor		
m ²	-	2.27	0.25	-	-	-
Comments: Light to moderate scaling.						
None <input checked="" type="checkbox"/> 1 – 5 years <input type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>						

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

Element Group:	Abutments	Length:	1.75 m				
Element Name:	Wingwalls	Width:	-				
Location:	NE, NW, SE, & SW of Structure	Height:	1 m				
Material:	Concrete	Count:	4				
Element Type:	Cast-in-Place Concrete	Total Quantity:	7 m ²				
Environment:	Benign	Not Inspected:	<input type="checkbox"/>				
Protection System	None					Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor			
m ²	-	3	2	2	-	08	
Comments: Generally in good condition with minor scaling, narrow cracks and efflorescence. Area of concrete deterioration observed on northwest wingwall. Undermining observed on southwest wingwall.							
None <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>							

Element Group:	Abutments	Length:	4.6 m				
Element Name:	Abutment Walls	Width:	-				
Location:	East & West Underside of Structure	Height:	1 m				
Material:	Concrete	Count:	2				
Element Type:	Cast-in-Place Concrete	Total Quantity:	9.2 m ²				
Environment:	Benign	Not Inspected:	<input type="checkbox"/>				
Protection System	None					Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor			
m ²	-	5.6	2.6	1.0	-	08	
Comments: Moderate scaling, narrow longitudinal cracks and efflorescence noted on abutment walls. Concrete footings have narrow transverse cracks, minor undermining, and spalls at northeast corner. Some exposed rebar on east footing was also noted.							
None <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>							

Element Group:	Foundations	Length:	-				
Element Name:	Foundations (below ground level)	Width:	-				
Location:	-	Height:	-				
Material:	-	Count:	-				
Element Type:	Unknown	Total Quantity:	-				
Environment:	Benign	Not Inspected:	<input type="checkbox"/>				
Protection System	-					Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor			
N/A	-	-	-	-	-	-	
Comments: No evidence of instability.							
None <input checked="" type="checkbox"/> 1 – 5 years <input type="checkbox"/> < 1 year <input type="checkbox"/> Urgent <input type="checkbox"/>							

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

Element Group:	Embankment and Streams				Length:	-	
Element Name:	Embankments				Width:	-	
Location:	NE, NW, SE, & SW of Structure				Height:	-	
Material:	Native				Count:	-	
Element Type:	Embankment				Total Quantity:	-	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System	None					Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor			
%	-	100	-	-	-	-	
Comments: Moderately sloped, well vegetated and appear stable. Concrete slope protection failed at southwest corner.							
None <input checked="" type="checkbox"/>		1 – 5 years <input type="checkbox"/>		< 1 year <input type="checkbox"/>		Urgent <input type="checkbox"/>	

Element Group:	Embankment and Streams				Length:	-	
Element Name:	Streams and Waterways				Width:	-	
Location:	Under Roadway				Height:	-	
Material:	Native				Count:	-	
Element Type:	Stream				Total Quantity:	-	
Environment:	Benign				Not Inspected:	<input type="checkbox"/>	
Protection System	None					Performance Deficiencies	Maintenance Needs
Units	Excellent	Good	Fair	Poor			
All	-	All	-	-	-	-	
Comments: Moderate volume and high flow from south to north observed at the time inspection.							
None <input checked="" type="checkbox"/>		1 – 5 years <input type="checkbox"/>		< 1 year <input type="checkbox"/>		Urgent <input type="checkbox"/>	

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

Site No.: 07

REPAIR AND REHABILITATION REQUIRED		Priority			Estimated Cost
Element	Repair and Rehabilitation Required	6 - 10 Years	1 - 5 Years	< 1 year	
Approaches	Install guiderail			X	\$ -
Deck & Girders	Concrete repairs to deck top, Abutment walls, deck soffit, & girders		X		\$ -
Structure	Replacement	X			\$ 354,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Cost					\$ 354,000.00

ASSOCIATED WORK	Comments	Estimated Cost
Approaches		
Detours		\$ 100,000.00
Traffic Control		\$ 60,000.00
Utilities		
Right of Way		
Environmental Study		\$ 10,000.00
Other		
Contingencies		
Total Cost		\$ 170,000.00

JUSTIFICATION

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 1 Structure from east approach



Photo 2 Structure from west approach

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 3 East approach from centre of structure



Photo 4 West approach from centre of structure

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7

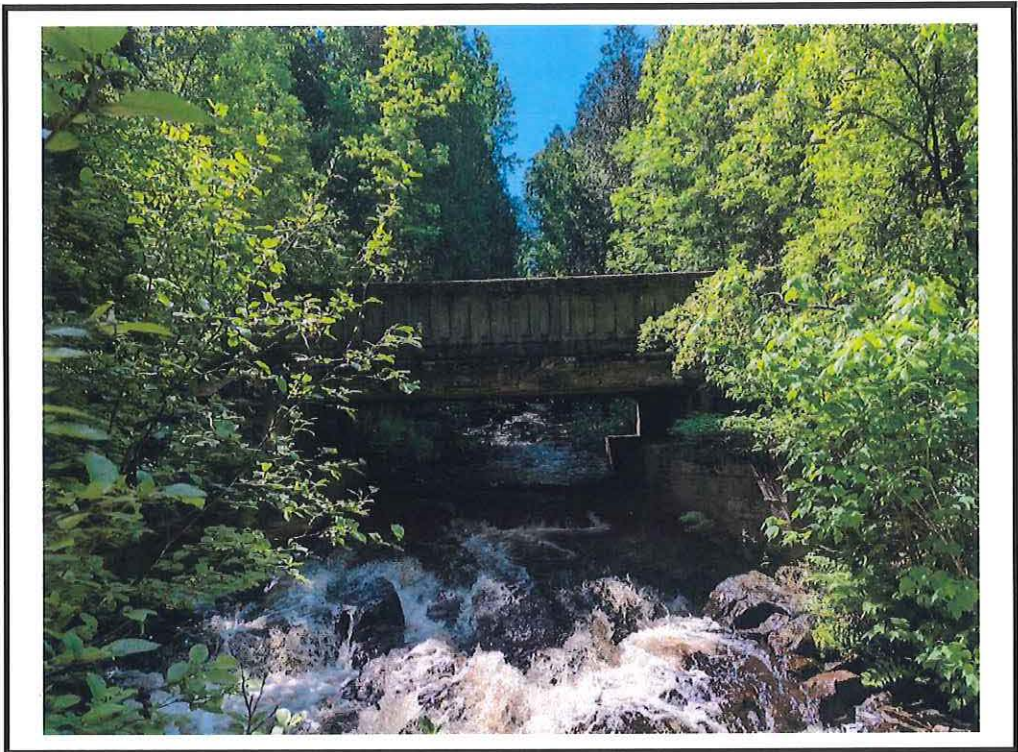


Photo 5 North elevation

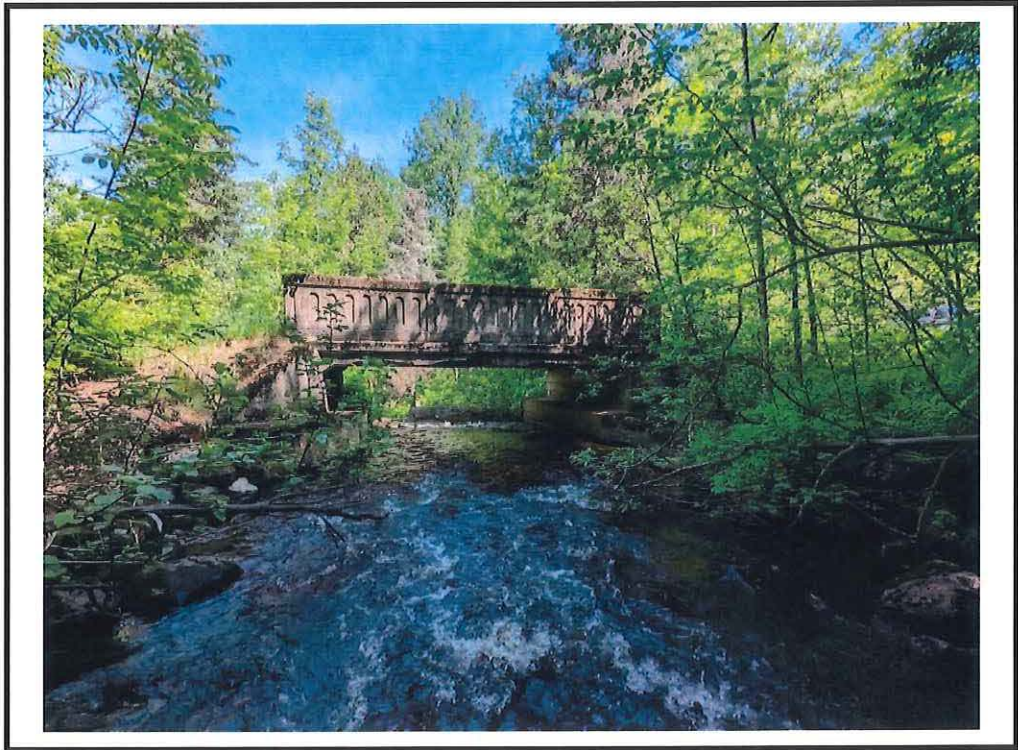


Photo 6 South elevation

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 7 Large potholes on east approach.



Photo 8 Moderate scaling, small spalls and dirt accumulation on exposed deck top.

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 9 Light to moderate scaling and discoloration noted on parapet wall



Photo 10 Large spall with exposed corroded reinforcing on north fascia.

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7

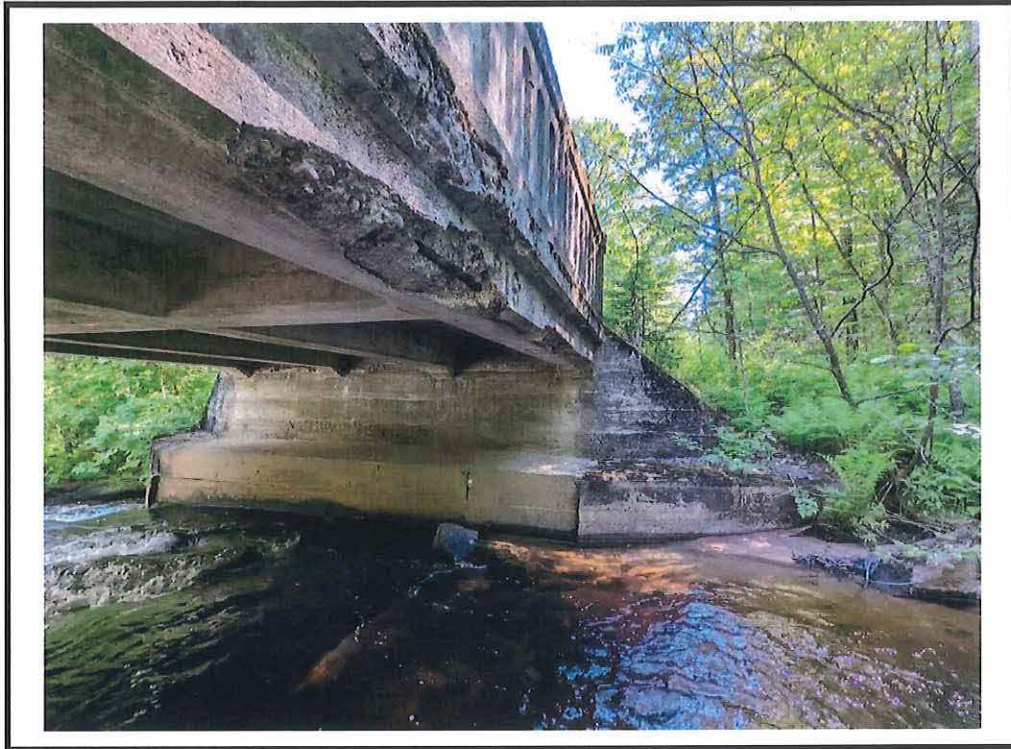


Photo 11 Spalls with exposed corroded reinforcement on face of exterior girder

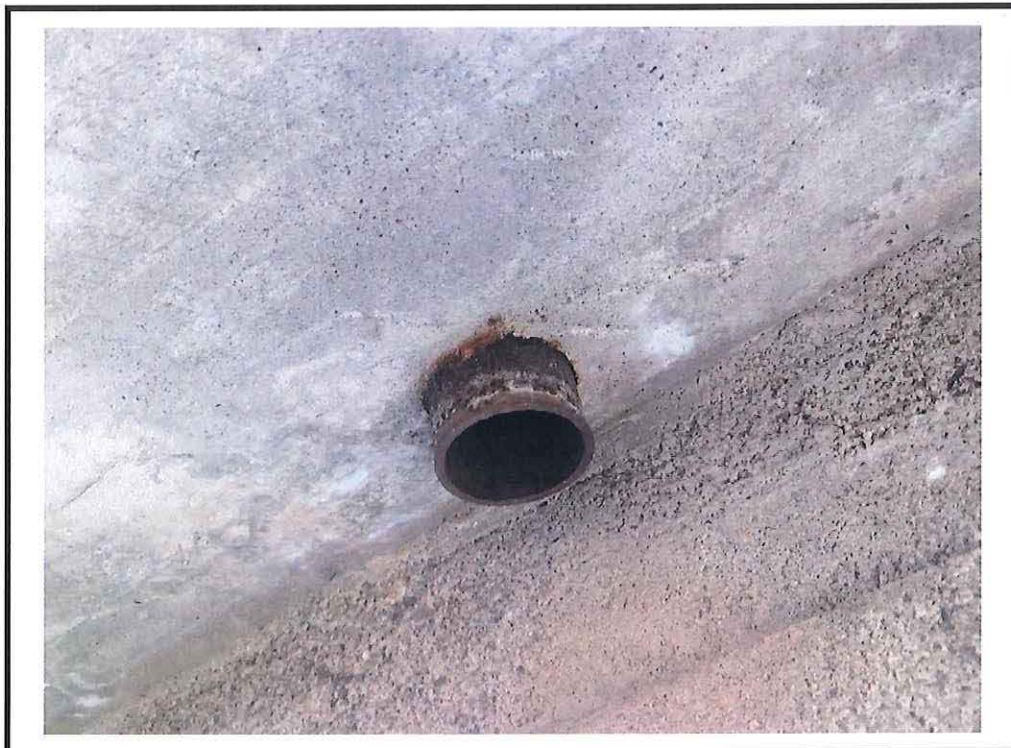


Photo 12 Corrosion and perforation noted at deck drain (Typical)

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7

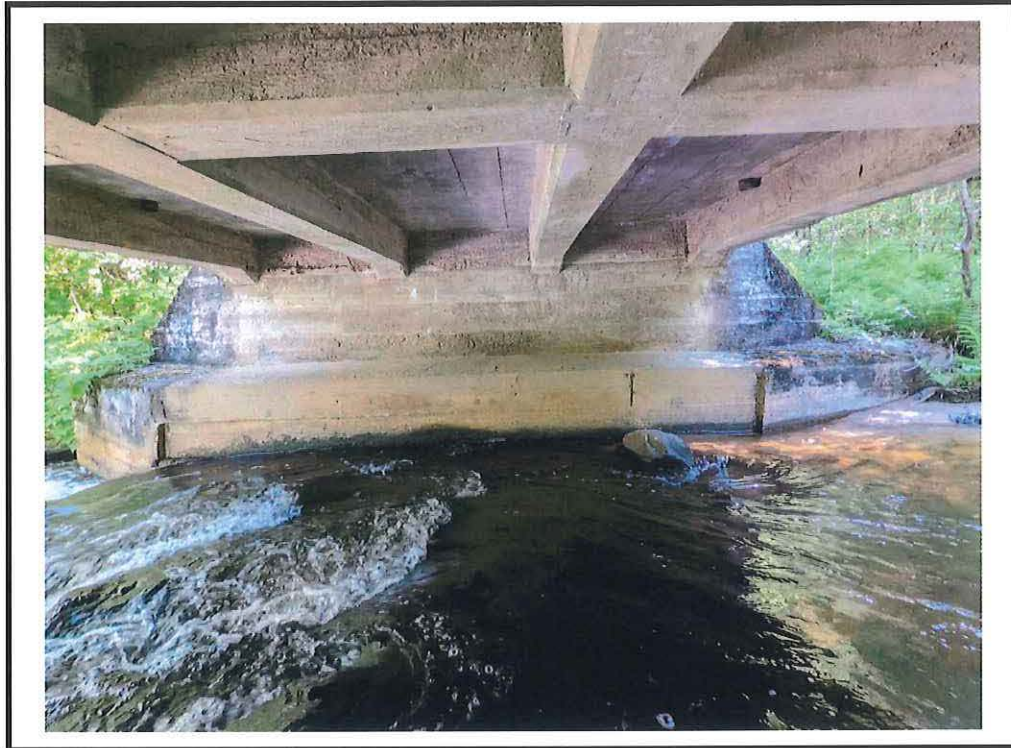


Photo 13 Typical east underside of structure

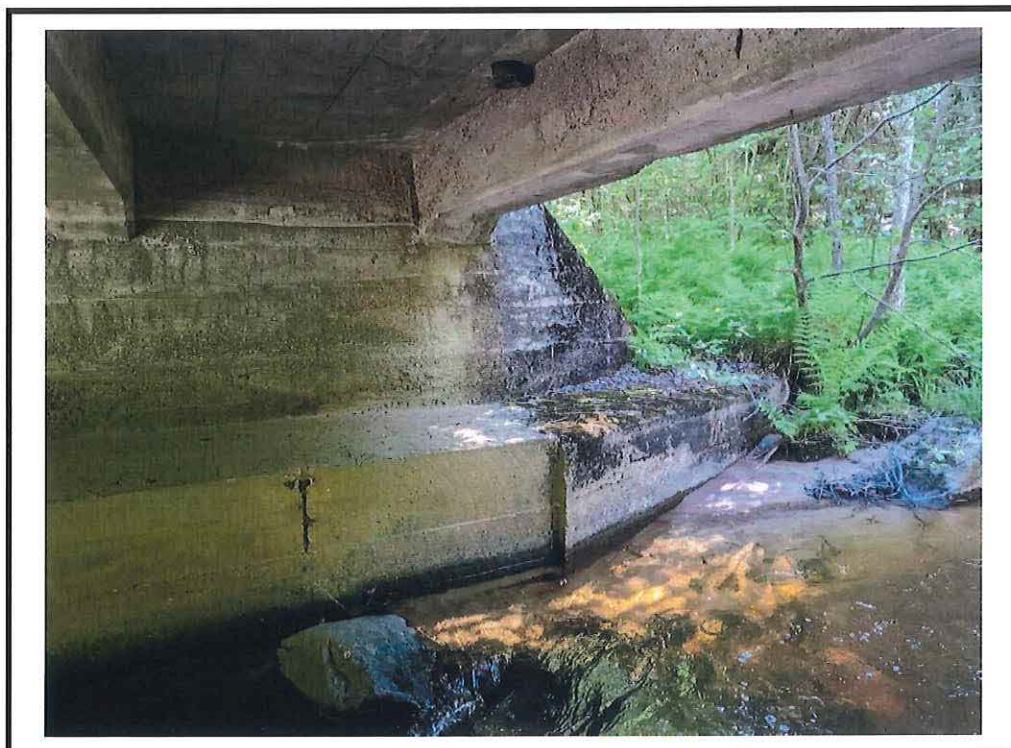


Photo 14 Spall with exposed corroded reinforcing steel on abutment wall

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 15 Moderate scaling and efflorescence stains noted on abutment wall



Photo 16 Severe scaling on ballast wall and cracks with efflorescence noted on deck soffit

MUNICIPAL STRUCTURE INSPECTION FORM

BRIDGE

SITE PHOTOGRAPHS

Site No.: 7



Photo 17 Spall and longitudinal cracks noted on girders



Photo 18 Concrete slope protection at southwest corner failed



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
Emergency Management and Fire Department Committee Meeting
January 15th, 2024 at 6:00 pm

PRESENT: Steve Featherstone, Chair
Donna Clark, Vice-Chair
Allan Reid, CEMC
Gilles Lebel, Fire Chief
Dave Vieira, Deputy Fire Chief

STAFF: Santana Chubb, Clerk
Nicky Kunkel, CAO

1. Call to Order

Moved by Allan Reid

Seconded by Gilles Lebel

THAT the Emergency Management and Fire Department Committee Meeting be opened at 6:02 p.m.

Carried Chair, Steve Featherstone

2. Adoption of the Agenda

Moved by Donna Clark

Seconded by Allan Reid

THAT the agenda for the Emergency Management and Fire Department Committee Meeting for January 15, 2024, be approved as circulated.

Carried Chair, Steve Featherstone

3. Adoption of the Minutes

Moved by Gilles Lebel

Seconded by Allan Reid

THAT the minutes of the Emergency Management and Fire Department Committee meeting held November 20, 2023, be adopted as circulated.

Carried Chair, Steve Featherstone

4. Disclosure of Pecuniary Interest and General Nature Thereof

None for this session

5. Delegations and Presentations - None for this session

6. Correspondence and Information

6.1 Information re calls and Fire Department activities provided by Gilles.

November 2023:

- The volunteers attended the regular Monday night meetings: two training nights and two work nights.
- Attended a CO alarm call on November 10th.
- Attended 11 medical calls.
- Participated in the Community Christmas Parade November 25th, 2023.

December 2023:

- The volunteers attended the regular Monday night meetings: two training nights and one work night.
- Attended 1 chimney fire on December 3rd.
- Attended a “power line down” call on December 17th.
- Attended 1 vehicle fire on December 19th.
- Attended 8 medical calls.

It was requested that the reports be more detailed going forward, and include the number of volunteers and resources needed for the call.

7. New Business

7.1 2024 Task List Provided By CAO

- The CAO presented a list of tasks to have completed within the Fire Department and EMFD Committee.
- The tasks will help complete the CRA for June 1st, 2024, and allow us to update the establishing bylaw to eliminate risks and hazards.
- The committee discussed better ways to log the volunteers in and out from on being “On Scene”. The Fire Chief and Deputy Chief were tasked with determining the best way to document and report back to the Committee with how they implemented this task.
- The Fire Chief and Deputy Fire Chief will retrain all the volunteers on using the application to log in and out from being on scene.
- A work planning meeting is scheduled for February 5th at 7:00pm to set dates to work on the CRA and set dates to have items from the task list completed.

8. Unfinished Business

8.1 1978 Pumper Truck – Engine Replacement Update

- An engine has been purchased for the pumper truck.
- Currently waiting on the licenced mechanic to be available to install the new engine within the next couple of weeks.

8.2 SCBA Equipment Replacement Update

- The Deputy Fire Chief will send quotes for the equipment to the CAO.
- The new equipment will bring the SCBA equipment up to current standards.
- The Fire Chief and Deputy Fire Chief were advised by the CAO to order bunker gear for 2024. A report will go to Council recommending they put the unused portion of the bunker gear budget of 2023 to reserve to be used in 2024

9. Community Risk Assessment

9.1 Community Risk Assessment Update

- The Fire Chief will have his required section completed by February.
- Meeting scheduled for February 12th, with a progress report on the CRA.
- The next section of the CRA is estimated to be completed by the end of March.

10. Public Events/ Public Education

10.1 Hockey Tournament

- The Fire Department Association is planning to host a hockey tournament in the near future for the community.

11. Training

11.1 Upcoming Training

- Currently looking to book a training course in March. Waiting for the availability of the volunteers.
- The Fire Chief and Deputy Chief were encouraged to get as many volunteers signed up for training courses as possible.

12. Addendum

None for this session.

13. Adjournment

Moved by Allan Reid

Seconded by Dave Vieira

THAT this meeting be adjourned at 6:52 p.m.

Carried Chair, Steve Featherstone

The next scheduled meetings are:

- February 5th, at 7:00 p.m.
- February 12th, at 6:00 p.m.

CHAIR

SECRETARY



THE CORPORATION OF THE TOWNSHIP OF BONFIELD
Minutes of the Recreation & Fitness Committee Meeting
January 8th, 2024 at 5:00 pm

PRESENT: Steve Featherstone, Chair
Dan MacInnis
Cassandra Pugh
Sylvie Lamothe
Lise Houle
Renée Contant
Nathalie Bertin

PRESENT VIA ZOOM :

ABSENT:

STAFF: Casandra Klooster, Secretary

1. Call to order

Moved by Nathalie Bertin

Seconded by Lise Houle

THAT the Recreation & Fitness Committee Meeting be opened at 5:01 p.m.

Carried Chair, Steve Featherstone

2. Adoption of the Minutes

Moved by Dan MacInnis

Seconded by Renee Contant

THAT the Minutes of the Recreation & Fitness Committee Meeting held December 4th, 2023, be adopted as circulated.

Carried Chair, Steve Featherstone

3. Disclosure of Pecuniary Interest

None for this session

4. Presentations from the Public

None for this session

5. Reports

5.1 NYE Dance

A report was given on the NYE Dance. The event was well received by the community and reports from those attending were positive. A final financial report will be prepared once all invoices have been received.

6. New Business

6.1 Grant Application Ontario Arts Council

The following Resolution was brought forward.

Moved by Sylvie Lamothe
Seconded by Dan MacInnis

That the Recreation and Fitness Committee recommends to Council that an application for the Ontario Arts Presenter Project be submitted on behalf of the Township of Bonfield.

Carried Chair, Steve Featherstone

7. Unfinished Business

7.1 Family Day

Committee discussed the upcoming Family Day Event. Committee members discussed who would be attending to ensure the event is a success.

7.2 2024 Events

Committee discussed the upcoming events for 2024 and reviewed a proposed schedule of events. Committee assigned roles to members to help support the upcoming events.

The following Resolutions were brought forward.

Moved by Cassandra Pugh
Seconded by Sylvie Lamothe

THAT the Recreation and Fitness Committee recommends to Council to accept the attached schedule of meetings for the year 2024

Carried Chair, Steve Featherstone

7.3 2024 Trade Show

Committee discussed the upcoming Trade Show set for April 13th, 2024. Nathalie Bertin will create a poster to promote it. The committee agreed that it is important to communicate to the community that this event is for residents to help find local businesses.

7.4 Easter Egg Hunt

The Committee discussed the Easter Egg Hunt and decided to move the date to March 30th, 2024. Renee Contant will help to organize a format for the event so that all the children leave with a similar number of chocolates.

8. Correspondence

None for this session

9. Information

None for this session

10. Next Meeting

February 5th, 2024 at 5:00 p.m.

11. Adjournment

Moved by Dan MacInnis

Seconded by Renée Contant

THAT the Recreation & Fitness Committee Meeting be adjourned at 5:46 p.m.

Carried Chair, Steve Featherstone

CHAIR

SECRETARY



BONFIELD TOWNSHIP

365 HIGHWAY 531 Telephone: 705-776-2641

BONFIELD ON P0H 1E0 Fax: 705-776-1154

Website: <http://www.bonfieldtownship.com>

Recreation Committee Meeting Schedule for 2024

The first Monday of every month unless a Stat.

January 8th, 2024

February 5th, 2024

March 4th, 2024

April 1st, 2024

May 6th, 2024

June 3rd, 2024

July 8th, 2024

August 12th, 2024

September 9th, 2024

October 7th, 2024

November 4th, 2024

December 2nd, 2024

Small Community, Big Heart



Contact

Maura Broadhurst

Officer



mbroadhurst@arts.on.ca


(<mailto:mbroadhurst@arts.on.ca>)





416-646-7467


Toll-free in Ontario: 1-800-387-0058


Resources


 [Nova User Guide \(/grants/general-granting-information/nova-user-guide\)](/grants/general-granting-information/nova-user-guide)


 [Guide to OAC Project Programs \(/grants/general-granting-information/guide-to-oac-project-programs\)](/grants/general-granting-information/guide-to-oac-project-programs)


 [Guide to OAC Assessment \(/grants/general-granting-information/guide-to-oac-assessment\)](/grants/general-granting-information/guide-to-oac-assessment)

 [Guide to OAC Support Material \(/grants/general-granting-information/guide-to-oac-support-material\)](/grants/general-granting-information/guide-to-oac-support-material)

 [Grant Program Deadlines and Important Dates \(https://www.arts.on.ca/grants/general-granting-information/deadlines-and-important-dates-en\)](https://www.arts.on.ca/grants/general-granting-information/deadlines-and-important-dates-en)

 [Logo and Acknowledgement \(/grants/general-granting-information/logo-and-acknowledgment\)](/grants/general-granting-information/logo-and-acknowledgment)

 [Showcase your photos on our website and publications \(/grants/general-granting-information/showcase-your-photos-on-our-website-and-publicatio\)](/grants/general-granting-information/showcase-your-photos-on-our-website-and-publicatio)

 [OAC Geographic Regions Maps \(PDF\) \(/oac/media/oac/OAC-Geographic-Regions-Maps_Cartes-des-regions-geographiques-du-CAO.pdf\)](/oac/media/oac/OAC-Geographic-Regions-Maps_Cartes-des-regions-geographiques-du-CAO.pdf)

Ontario Arts Presenters Projects

Until this program opens in [Nova \(https://grants.arts.on.ca/s_Login.jsp?lang=1\)](https://grants.arts.on.ca/s_Login.jsp?lang=1), the Ontario Arts Council's online granting system, program information may change. This includes deadline dates and specific information on eligibility. Be sure to visit this page after the program opens in [Nova \(https://grants.arts.on.ca/s_Login.jsp?lang=](https://grants.arts.on.ca/s_Login.jsp?lang=) but before starting your application.

Purpose

The program aims to develop audiences for the arts in Ontario regions outside of Toronto. It supports Ontario-based presenter organizations, ad hoc groups and collectives led by volunteer community members, as well as municipalities, colleges and universities to present professional artists in all OAC-funded disciplines and to offer associated audience engagement activities. The program supports activities in communities with limited professional arts activity.

Note: For self-presentation projects and those where the primary purpose is not audience development, see OAC [specific discipline programs \(https://www.arts.on.ca/grants/activity/creating-and-presenting\)](https://www.arts.on.ca/grants/activity/creating-and-presenting).

The program has two categories:

Volunteer-led organizations, ad hoc groups and collectives

Municipalities, colleges and universities

Priorities

The program's priorities are to support:

activities that include the presentation of Ontario artists and their work

activities taking place in isolated or fly-in communities in Ontario

Deadline dates

February 13, 2024, 1 p.m. ET

The application form will be available in Nova about two months before the deadline. It will only be visible applicants that have contacted the officer (see below).

You will find out whether you got a grant about four and a half months after the deadline.

Important:

All those interested in applying must contact the program officer **at least two weeks before the deadline**, ideally 1-2 months before the deadline, even if they have applied before. The program officer will confirm their eligibility and fit with the program. Once eligibility is confirmed, applicants will receive access to the application form.

Grant amount(s)

Volunteer-led organizations, ad hoc groups and collectives: maximum \$7,500

Municipalities, colleges and universities: maximum \$5,000

Important: Due to the number of applications we receive and the limited funds that are available, grants awarded may be smaller than the amount requested. Projects should include a range of revenue sources.

Recent changes

The application questions and evaluation rubric have been reworked to better align with OAC's current strategic plan.

Applicants must now contact the program officer **at least two weeks before the deadline** (and ideally 1-2 months before the deadline) to confirm their eligibility, even if they have applied before.

Activities proposed in applications do not have to be confirmed at the time of the program deadline.

Self-presentation is not eligible in this program. Many other OAC project programs support self-presentation. See [specific discipline programs \(https://www.arts.on.ca/grants/activity/creating-and-presenting\)](https://www.arts.on.ca/grants/activity/creating-and-presenting) for eligibility.

Eligible applicants

Ontario-based ad hoc groups and collectives that are volunteer-led with no paid management and/or programming/curation staff.

They must be located outside of Toronto and be comprised of two or more community members who reside in Ontario.

Not-for-profit arts organizations that are volunteer-led with no paid management or programming/curation staff.

They must have a head office in Ontario and be located outside of Toronto.

Ontario-based municipalities, colleges and universities located in regions outside Toronto.

Note that these applicants may have paid programming/curation staff.

Ineligible applicants

individuals

organizations that receive an OAC operating grant

ad hoc groups and collectives composed mainly of students

ad hoc groups and collectives composed of professional artists / arts professionals (see discipline programs)

Toronto-based ad hoc groups, collectives and organizations (see discipline programs)

What this program funds

Projects where the primary activity is the presentation of professional artists in one or more of the following disciplines:

Dance

Literature

Media arts

Multi and inter-arts

Music

Theatre

Visual arts and craft

Associated audience engagement activities

Notes:

Presentations may include performances, exhibitions, screenings, readings of professional artists and associated audience engagement activities that take place in Ontario and outside of Toronto.

Presentations must be open to public audiences.

Presentations may be part of a festival or series (including youth and family series).

Presentations may be part of a touring circuit or presenter network that block-books artists or arts groups.

Programming does not need to be confirmed at the time of the deadline. Applicants must describe the overall artistic vision and how it determines the proposed programming.

Eligible presenters must:

pay guaranteed presentation fees to professional artists or arts groups in accordance with union rates or recommended industry standards

Refer to the following organizations for guidance on artist fees: Canadian Alliance of Dance Artists (CADA- ON), Canadian Actors' Equity (CAEA), Canadian Artists' Representation (CARFAC), Canadian Federation of Musicians (CFM), Independent Media Arts Alliance (IMAA), The Writers' Union of Canada

provide the venue and supply technical and promotional support

demonstrate a thorough knowledge of audiences in their communities

include a range of revenue sources (box office, merchandise sales, fundraising, other grants, etc.)

Eligible expenses include:

artists' presentation fees. This may include expenses related to non-Ontario artists that are being presented for the benefit of Ontario audiences

artists' travel, transportation, per diems and accommodation

production costs, including rentals

purchase of small-scale equipment, software, electronics and similar materials required to carry out the project

marketing and promotional costs specific to the festival, event or series

childcare and other dependent care fees enabling individuals to take part in the project (this does not include regular, ongoing expenses)

expenses related to making the project accessible to audience members and project participants (other than the applicant) who are Deaf or have a disability

Note: Applicants to this program who identify as Deaf or as having a disability may apply for supplementary funds for their own accessibility expenses through [Accessibility Fund: Project Support](https://www.arts.on.ca/grants/accessibility-fund-project-support) (<https://www.arts.on.ca/grants/accessibility-fund-project-support>).

What this program does not fund

projects led by organizations, ad hoc groups or collectives that have paid programming/curation staff (full time, part-time or contract staff) (municipal, college and university presenters excepted)

festivals, events or series that take place outside of Ontario or in Toronto

self-presentation

creating, commissioning, co-producing or rehearsing a work

competitions

programming supported by OAC's Theatre Connects or Connexions théâtres programs

projects in which the primary activity is artistic skill development, such as creative workshops, arts education workshops or hands-on activities in schools or communities (see OAC's Artists in Communities and School Projects program)

fundraising

major capital expenditures, including buying, leasing or renovating buildings and purchase of major equipment

Activity timing

The activities for which you are requesting funding:

cannot start before the deadline

cannot finish before you receive your grant results

must be completed no more than two years after you receive the grant results

Important:

Any major changes to the programming schedule or budget must be approved by the program officer.

Final report requirements

If you receive a grant, you must complete the project and submit a final report in Nova. See [Terms and Condition receipt of OAC project grant funds \(http://www.arts.on.ca/grants/general-granting-information/terms-and-conditions-receipt-of-oac-project-grants\)](http://www.arts.on.ca/grants/general-granting-information/terms-and-conditions-receipt-of-oac-project-grants) for more information on reporting obligations.

In your final report, you will need to provide:

- a description of the project undertaken and its outcomes, including details on any minor or approved changes to what had been outlined in the application

- a final budget

 - If the budget you submit shows a surplus of more than \$250 (revenues as compared to expenses), you may be required to repay the surplus amount to OAC.

- documentation and/or an explanation of how you followed or will follow OAC's [Recognition Requirements Project Grant Recipients \(https://www.arts.on.ca/grants/general-granting-information/logos-and-recognition/recognition-requirements-for-project-grant-recipients\)](https://www.arts.on.ca/grants/general-granting-information/logos-and-recognition/recognition-requirements-for-project-grant-recipients).

 - This should include samples of any promotional or other materials produced for the project that show the OAC and Government of Ontario logos. [Read logo guidelines \(https://www.arts.on.ca/grants/general-granting-information/logos-and-recognition/logos\)](https://www.arts.on.ca/grants/general-granting-information/logos-and-recognition/logos).

 - This could also include social media screenshots or a description of how you recognized OAC or plan to do so in future activities or materials tied to the project.

To apply

Before applying, be sure to:

- read the [Guide to OAC Project Programs \(http://www.arts.on.ca/grants/general-granting-information/guide-to-project-programs\)](http://www.arts.on.ca/grants/general-granting-information/guide-to-project-programs) for basic eligibility requirements and other restrictions

- create or update your profile in [Nova \(https://grants.arts.on.ca/s_Login.jsp\)](https://grants.arts.on.ca/s_Login.jsp).

For information on how assessors rate applications see the [Guide to OAC Assessment \(http://www.arts.on.ca/grants/general-granting-information/guide-to-assessment\)](http://www.arts.on.ca/grants/general-granting-information/guide-to-assessment) and the [Evaluation Rubric – Activity Projects \(http://www.arts.on.ca/grants/general-granting-information/guide-to-project-programs/questions-%E2%80%93-activity-projects/evaluation-rubric-%E2%80%93-activity-projects/\)](http://www.arts.on.ca/grants/general-granting-information/guide-to-project-programs/questions-%E2%80%93-activity-projects/evaluation-rubric-%E2%80%93-activity-projects/).

Complete and submit an application in [Nova \(https://grants.arts.on.ca/s_Login.jsp\)](https://grants.arts.on.ca/s_Login.jsp), OAC's online grant application system. You will be able to apply online in [Nova \(https://grants.arts.on.ca/s_Login.jsp\)](https://grants.arts.on.ca/s_Login.jsp) approximately two months before the deadline.

Your application will include:

- basic information about the project

- your answers to [application questions \(http://www.arts.on.ca/grants/general-granting-information/guide-to-oac-project-programs/questions-%E2%80%93-activity-projects\)](http://www.arts.on.ca/grants/general-granting-information/guide-to-oac-project-programs/questions-%E2%80%93-activity-projects).

- a project budget and budget notes

- artistic examples: It is mandatory to include at least one, maximum three, examples of the work of artists or arts groups that will be presented or has been presented in the past. Each of the following file types is considered one example:

 - video (maximum 3 minutes)

 - audio (maximum 3 minutes)

 - images (maximum 5 images)

 - manuscript (maximum 3 pages)

 - images of your presentation venue or past event (optional, 2 maximum)

- support documents:

 - biographies of key artists or histories of arts groups being presented (mandatory)

 - website (optional)

For details on creating a profile or submitting an application in [Nova \(https://grants.arts.on.ca/s_Login.jsp\)](https://grants.arts.on.ca/s_Login.jsp), see [Nova User Guide \(http://www.arts.on.ca/grants/general-granting-information/nova-user-guide\)](http://www.arts.on.ca/grants/general-granting-information/nova-user-guide).

Program-specific definitions

Presenter: An organization, ad hoc group or collective that selects tour-ready work for presentation and pays a presentation fee to the professional artist or arts group. A presenter provides the venue, supplies technical support, promotes the event, and presents the work in a professional manner to a public audience. A presenter may show

artistic work as part of a series or a festival.

Isolated or fly-in communities: Northern Ontario communities that have infrequent flights, have no roads leading in or out or have restricted road access, and that have a higher cost of living.

Ontario regions outside of Toronto: This includes all Ontario-based addresses with the exception of ones with a postal code beginning with 'M'.

Self-presentation: The presentation of artists who are volunteers or members of the applicant organization, ad hoc group or collective, including the presentation of the applicant organization, ad hoc group or collective itself.

APPLY NOW > [_ \(HTTPS://GRANTS.ARTS.ON.CA/S_LOGIN.JSP?LANG=1\)](https://grants.arts.on.ca/s_login.jsp?lang=1)



TOWNSHIP OF BONFIELD POLICE SERVICES BOARD
Minutes of the Meeting of the
Township of Bonfield Police Services Board
January 17, 2024, at 5:00 p.m.

PRESENT: Narry Paquette
Marc Vaillancourt
Staff Sgt Andrew Kraemer

STAFF PRESENT: Andrée Gagné, Secretary-Treasurer

No. 1

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT the Township of Bonfield Police Services Board Meeting be opened at 5:00 p.m.

Carried Narry Paquette

APPOINTMENT OF CHAIR

Section 28(1) of the Police Services Act
For the year 2024

Marc Vaillancourt moved a motion that Narry Paquette be appointed as Chair and Narry Paquette seconded the motion and the Board members unanimously voted that Narry Paquette be the Chair of the Township of Bonfield Police Services Board for the year 2024.

No. 2

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT Narry Paquette, be appointed as Chair of the Township of Bonfield Police Service Board.

Carried Narry Paquette

APPOINTMENT OF VICE-CHAIR

Section 28(2) of the Police Services Act
For the year 2024

Narry Paquette moved a motion that Marc Vaillancourt be appointed as Vice-Chair and Marc Vaillancourt seconded the motion and the Board members unanimously voted that Marc Vaillancourt be the Vice-Chair of the Township of Bonfield Police Services Board for the year 2024.

No. 3

Moved by Narry Paquette

Seconded by Marc Vaillancourt

THAT Marc Vaillancourt be appointed as Vice-Chair of the Township of Bonfield Police Services Board.

Carried Narry Paquette

Township of Bonfield Police Services Board meeting held January 17, 2024

No. 4

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT the minutes of the meeting of the Township of Bonfield Police Services Board held November 22nd, 2023, be adopted as circulated.

Carried Narry Paquette

No. 5

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT the Township of Bonfield Police Services Board submits to Council, the attached 2024 Police Services Board Budget for approval.

Carried Narry Paquette

No. 6

Moved by Narry Paquette

Seconded by Marc Vaillancourt

THAT the attached Schedule of Meetings for 2024 be approved by the Township of Bonfield Police Services Board; AND THAT the Schedule of Meetings for 2024 be submitted to Council.

Carried Narry Paquette

No. 7

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT the Township of Bonfield Police Services Board submit their annual membership fee for the year 2024 in the amount of \$879.83 to the OAPSB once funding becomes available.

Carried Narry Paquette

No. 8

Moved by Narry Paquette

Seconded by Marc Vaillancourt

That Narry Paquette, Marc Vaillancourt and Andrée Gagné be approved to attend the Ontario Association of Police Services Boards 2024 OAPSB Spring Conference and AGM at the Blue Mountain Resort held June 3rd to June 5th, 2024 and that all expenses be paid as set out by the Council of the Corporation of the Township of Bonfield.

Carried Narry Paquette

No. 9

Moved by Marc Vaillancourt

Seconded by Narry Paquette

THAT the Township of Bonfield Police Services Board recognizes that Council approves the Budget in spring or early summer of each year; AND THAT The Township of Bonfield Police Services Board recommends to Council that Council approve an amount of \$5,000.00 so that the Board can conduct business as usual until the 2024 budget process has been completed.

Carried Narry Paquette

No. 10

Moved by Narry Paquette

Seconded by Marc Vaillancourt

THAT the Township of Bonfield Police Services Board meeting be adjourned at 6:12 p.m.

Carried Narry Paquette

 CHAIR

 SECRETARY

Township of Bonfield

Police Services Board Budget

2024

2023

OPERATING COST

PSB Meeting Honorariums	250.00	
PSB Per Diems	2,000.00	450.00
PSB-EI	20.00	2,000.00
PSB-EHT	20.00	20.00
PSB-WSIB	40	20.00
OPP contract Services	332,842.00	40
Admin Expenses	100	15,430
PSB-Advertising	100	320,000.00
Education Material	1,000.00	100
Membership Fees	900.00	300
Travel/Training/Conference	6,000.00	1,500.00
OPP Ride Program	4,500.00	860.00
<u>TOTAL EXPENDITURES</u>	<u>347,772.00</u>	6,000.00

increase

actual

317,412

REVENUES

Provincial Offences	0.00	no revenues
Ride Program Subsidy	6,700.00	
Total Revenue	<u>\$6,700.00</u>	<u>\$8,200.00</u>

TOTAL EXPENDITURES

\$347,772.00

LESS Total Revenues

6,700.00

Required to Operate

\$327,590.00

2023 Budget \$326,890.00

2023 Expenses \$323,359.17



365 Highway 531 Bonfield, ON P0H 1E0

Phone: (705) 776-2300 – Fax: (705) 776-1154 – Email: deputyclerk@bonfieldtownship.com

The Corporation of the Township of Bonfield

Police Services Board

SCHEDULE OF MEETINGS 2024

The 4th Wednesday at 5:00 p.m. of the following months:

January
May
August
November

NOTE: All meetings will be held in the Board Room at the Township of Bonfield Municipal Office at 365 Highway 531, Bonfield, ON P0H 1E0.



AORS
PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

January 8, 2024

Dear Head of Council, Deputy Head of Council and Councillors,

Your local Public Works department provides invaluable services within your community. Without the dedicated public works employees that you are fortunate to have, many basic functions in your community would not be able to happen. Without maintained roads, your emergency services (police, fire, and ambulance) would not be able to respond to calls, school buses could not run to get children to school, and your residents would not be able to leave to work, school, appointments, children's extra-curriculars and any other activity important to them. Additionally, as you work with the provincial government to tackle the housing crisis, your communities require more core infrastructure to handle the growth. For the health and safety of our communities it is important we keep our Public Works department staff complement full, and well trained.

Public Works departments across the province have already begun to feel the impacts of labour shortages, and as we will begin to see many retirements across the province, the shortage will become even more exasperated. From a recent survey that AORS completed with public works departments from across Ontario, we know that 91.5% of respondents will be hiring entry level positions in the next three to five years. However, we are already seeing the start of the labour shortage. From our survey, we found that 70% of respondents already reported getting less than five applications for entry level positions when posted, and the top three challenges municipalities are currently facing is a lack of applicants, applicants that do apply not meeting the required qualifications and municipalities having to compete with private sector positions.

Over the last year, AORS has been dedicating much of our advocacy to encouraging youth to consider careers in public works through career fairs, local government presentations to students, developing printed resources for guidance counsellors and much more. AORS has also been working closely with Fanshawe College Corporate Training Solutions to develop a Municipal Operator Course that would train potential municipal equipment operators to come to your municipality with the basic knowledge they need to begin maintaining your core infrastructure. This would be the first course of its kind that would attract potential students from across the Province of Ontario. To fund this endeavor, AORS has applied for a Skills Development Fund through the Province's Ministry of Labour, Training, Immigration and Skilled Trades. We are reaching out to you for your support in our application and your advocacy to the province on why having more – and qualified – applicants to our public works departments are so imperative.

We would ask that you consider passing the following motion:

WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as

emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

THEREFORE IT BE RESOLVED, that (INSERT MUNICIPALITY NAME) supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND THAT, (INSERT MUNICIPALITY NAME) calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, (INSERT MUNICIPALITY'S NAME)'s Member of Provincial Parliament (INSERT LOCAL MPP NAME) and the Association of Ontario Road Supervisors.

We appreciate your on-going support and should you have any questions or concerns, please do not hesitate to contact AORS for all things municipal public works!

Best regards,



John Maheu
AORS Executive Director



Dennis O'Neil
AORS Member Services Coordinator



Christie Little
AORS Training and Programming Coordinator



Kelly Elliott
AORS Marketing and Communications Specialist

January 21, 2024

MEMO TO: Mayor Narry Paquette
Nicky Kunkel, CAO

FROM: Gilles Lebel, Bonfield Fire Chief

RE: Notice of Retirement

I am writing to give my notice of retirement from the Bonfield Fire Department and my current role as Fire Chief, effective February 29, 2024.

It is with mixed emotions that I write this as it has been an honour to be part of the Bonfield Fire Department. I have served on the Fire Department for over 27 years – first as a volunteer Fire Fighter, as a Captain, as the Deputy Fire Chief, and recently Fire Chief. My passion has always been to serve the community on the Fire Department to the best of my ability and build and maintain a strong Fire Department team.

It has also been a great honour to serve alongside the dedicated volunteer members of the Fire Department and be part of this amazing team. I have seen and experienced firsthand the work on scenes and behind the scene they do to serve the community.

I also want to acknowledge the support and work of the Bonfield Fire Department Auxiliary. This group has been a tremendous champion of the Fire Department and are very much valued by the team.

Lastly, I want to thank the Mayor for your ongoing support both to me and the Fire Department. It is greatly appreciated and respected.

While I have truly enjoyed serving on the Bonfield Fire Department, it is now time for me to retire and pursue this next chapter of my life.

Over the next month I will work with the team and the Deputy Fire Chief through my transition, and I have full confidence in their ability to continue to serve the community very well.

Respectfully,



Gilles Lebel
Fire Chief

Bonfield Township
Ann Carr Dipl.M.A.
Planning Administrator
Township of Bonfield
Phone: 705-776-2641 ext 126

RE: Vacant land located next to 525 Maple, Bonfield

Good Morning

I hope everyone had a wonderful holiday. I recently moved into 525 Maple and am interested in purchasing the small piece of land next to my property for the following reasons:

1. Safety – so that I can fence: I had a dog already on the lake and a neighbors dogs. I would be devastated if something happened to anyone or any animal.
2. Privacy - As I can see lights from the parking lot and people. I have been speaking with neighbors and I understand it isn't unusual to have dogs walking around freely. Given I have dogs as well I would like to put a fence in place that will stop this from occurring on my property.

This piece of property was wrongly presented when purchasing this house. It was presented as part of the property. The old owners have maintained it for years from what I was told. I learned later on in the process that it was not part of the property. I was very disappointed. This piece would allow me to fence long where it already is fenced. This will allow me to keep other dogs out and to separate fully from those using the parking lot. I hope to fence and tree more for privacy. I would also fence along the bank on my property and this piece so I can close off access to lake and create a safer environment once the cold weather arrives. I had no idea this water didn't freeze. I asked and again received the wrong answer. I would buy the parking lot if affordable and available, but I do not believe that is for sale due to the damn but please let me know if it becomes available. I would just tree it and fence it to again maintain privacy.

I appreciate your time and look forward to hearing back from you.

Please keep in mind I am a single person and have incurred a huge expense making this move. I really hope this is affordable. The old property owner left this house without heat and issues with plumbing. After 7 weeks I finally had the heat fixed yesterday. I am bleeding cash.

In addition - Would you provide the information and costs of the shoreline purchase. I heard it isn't very much and might make sense. Anything you can tell me about this would be appreciated.

Have a great day.

Melanie Lindquist
949-690-6338





REPORT TO COUNCIL

MEETING DATE: January 30, 2024
TO: Mayor and Council
FROM: Ann Carr, Planning Administrator
SUBJECT: Sale and Disposition of Land RE: Lindquist, Melanie

RECOMMENDATION:

That Council accept the information presented and not approve the request to purchase land; However, Council approves in “principle” accepting that Ms. Lindquist will apply for a shoreline road allowance purchase and shall be responsible for all disbursements incurred by the Township and shall submit a \$3000.00 deposit prior to the commencement of legal work upon agreeing to the alternative recommendation.

BACKGROUND:

Melanie Lindquist has submitted a request to purchase approximately .98 acres of land adjacent to her property located at 525 Maple Road, legally described as CON. 8, PT LOT 9, RP36R-8851; REM. PCL 22609, Nip., westerly towards Lake Nosbonsing. Attached is a map indicating the property in question.

The land being requested for purchase is listed as crown land and is adjacent to the dam. Discussions are necessary with the various Ministries and agencies related to the operation and control of the dam. While not yet confirmed, it is doubtful given the proximity to the dam that the entire requested land would be sold for health and safety reasons.

However, the property at 525 Maple Road does have a lakeshore road allowance that fronts much of the property, see diagram. Although not confirmed through full consultation with stakeholders this shore road allowance could be sold to essentially meet the same objectives in Ms. Lindquist’s request. Purchasing the shoreline road allowance would provide 20 meters of property (.66 acres) instead of the 32 meters (.98 acres) requested as the property is adjacent to a shoreline road allowance and the process for such a purchase would simplify matters using By-Law No. 2013-13 being a by-law to adopt policies and procedures for the closure and sale of shoreline road allowances.

As there are special circumstances affecting the land requested to be purchased, staff recommend that Council not approve the sale of land but suggests an alternative recommendation that Ms. Lindquist apply to purchase the lakeshore road allowance fronting her property.

SUBJECT LAND AND INFORMATION: The subject property is located at 525 Maple Road. The said property abuts Lake Nosbonsing and was severed in 1991 through consent B10/91. The subject property was severed around the crown road allowance. As shown in the sketch for the proposed consent in 1991, portions of land that were previously developed were not captured in the severance. As indicated in the letter, Ms. Lindquist’s purpose to purchase the property would

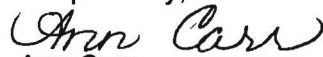
be to put a fence up to prevent her pet from entering the lake in the winter. A separate benefit to allowing Ms. Lindquist, to purchase the shoreline road allowance, would be to convey the covenants that are indicated on the map into her property without further consequence.

Associated documents available upon request:

Letter from Melanie Lindquist and sketch

Maps from Planning Administrator

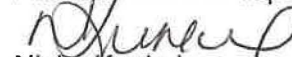
Respectfully,



Ann Carr

Planning Administrator

I concur with this report,



Nicky Kunkel

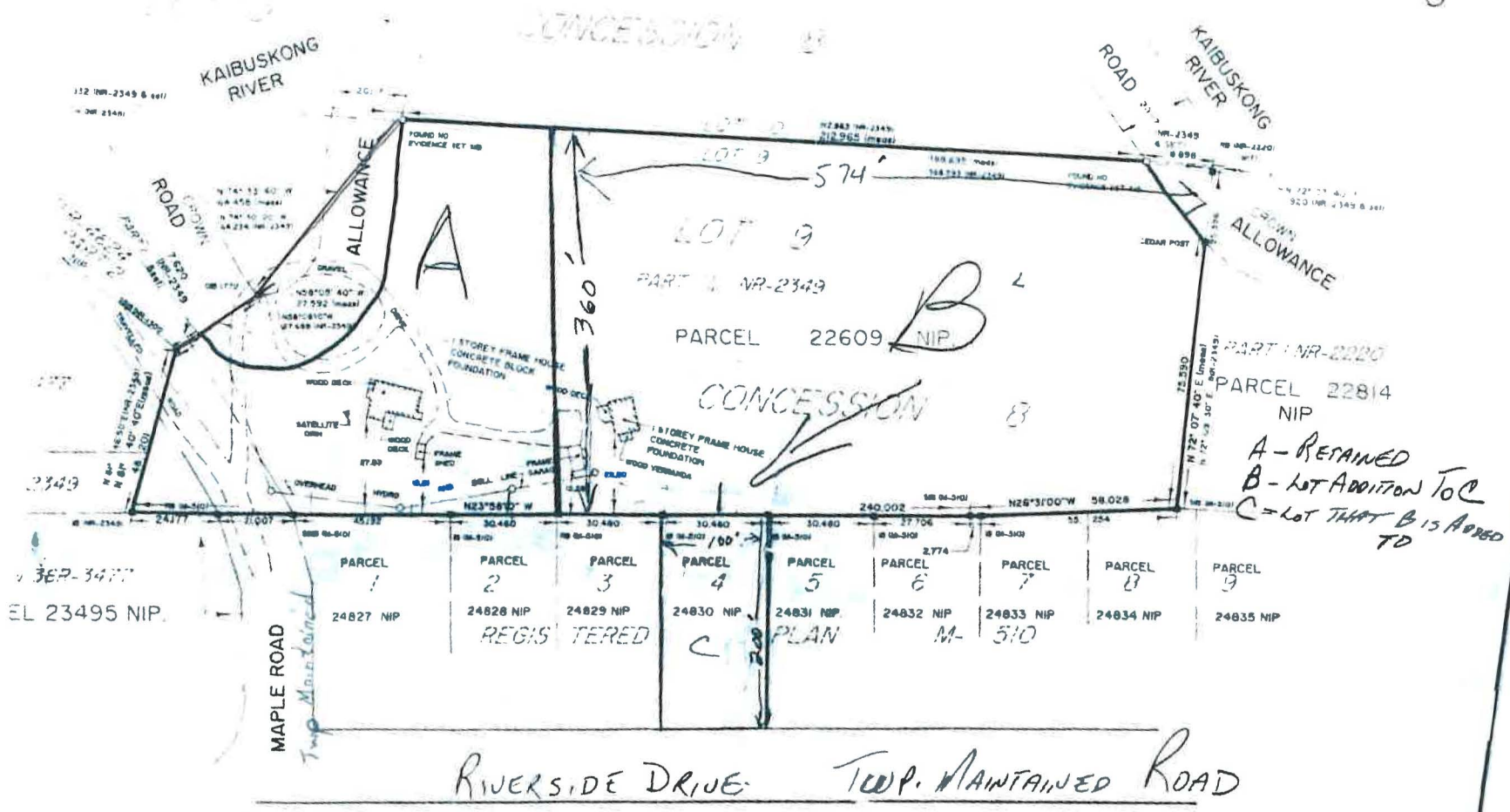
CAO



Approximate "True" Severance Lines
re: PLAN 36R-8851

B10/91

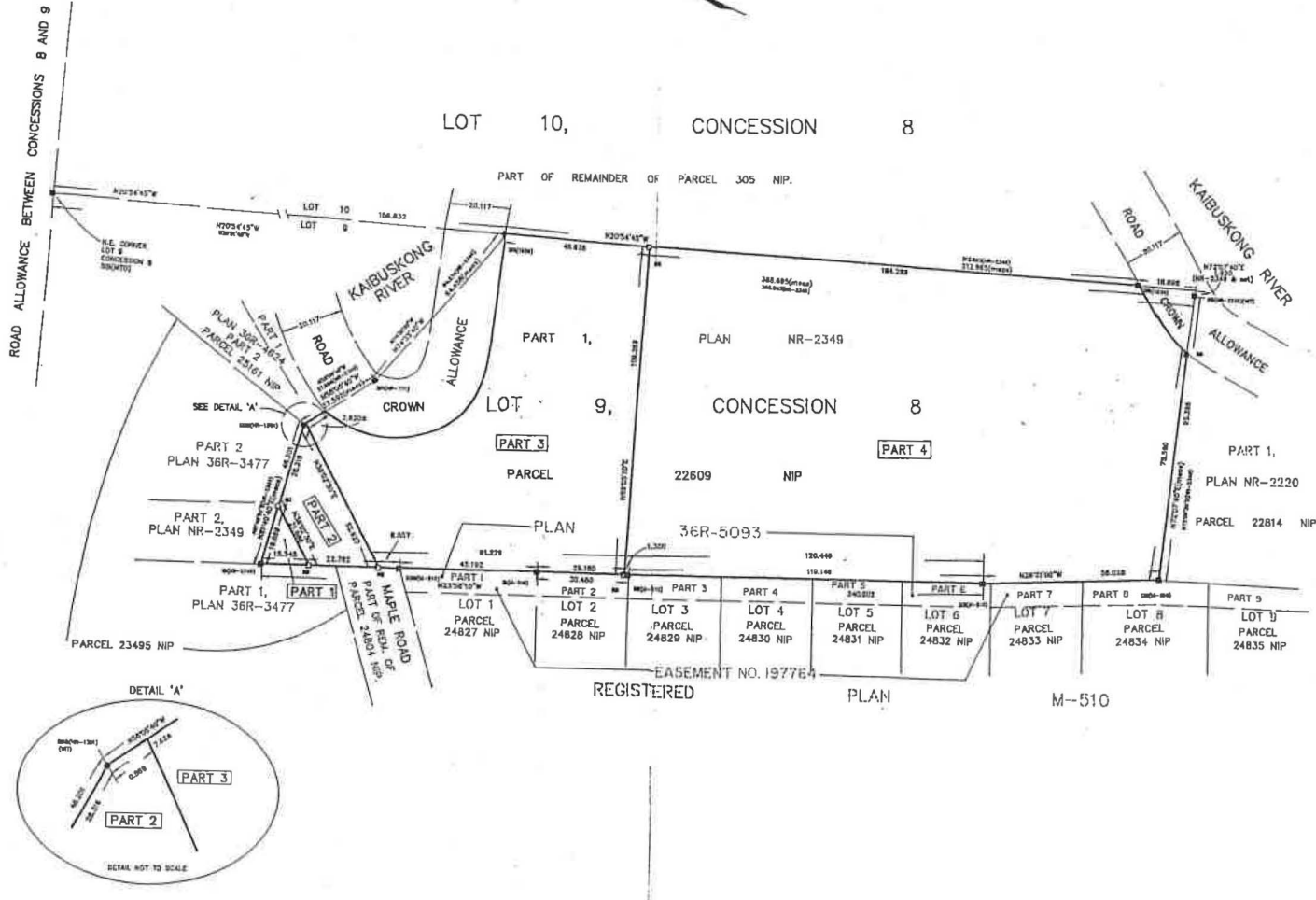
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THIS REPORT WAS PREPARED FOR R. SHEPPARD AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.

SURVEYOR'S CERTIFICATE.

CERTIFY THAT THE FIELD WORK REPRESENTED IN THIS PLAN WAS ACCURATE IN THE MEASUREMENTS AND CALCULATIONS.



I RECORD THIS PLAN TO BE DEPOSITED UNDER THE LAND TILES ACT.		PLAN 36R-8851	
RECORDED AND DEPOSITED		July 18/91	
DATE		DATE	
A.C. Osborne		[Signature]	
ONTARIO LAND SURVEYOR		LAND REGISTRAR	
FOR THE LAND TILES		DIVISION OF SURVEYS	
CAUTION: THIS PLAN IS NOT A PLAN OF SURVEY UNLESS THE BEARING OF THE PLANNING ACT.		METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND BE CONVERTED FEET BY DIVIDING BY 0.3048.	
PART	LOCATION	PARCEL	AREA
1			148.87
2			715.17
3	LOT 9, CONCESSION 8		775.24
4		PARCEL 22609 NIP	11.3689

PLAN OF SURVEY OF
PART OF LOT 9
CONCESSION 8
TOWNSHIP OF BONFIELD
DISTRICT OF NIPISSING

SCALE = 1 : 750

A.C. OSBORNE
ONTARIO LAND SURVEYOR
1991

BEARING NOTE:
BEARINGS ARE ASTROMERIC AND ARE REFERRED TO THE EAST LIMIT OF LOTS 1 THROUGH 9, AS SHOWN ON REGISTERED PLAN M-510, HAVING A BEARING OF 102°39'07\"/>

SURVEYOR'S CERTIFICATE:

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE LAND TILES ACT AND THE REGULATIONS MADE THEREUNDER.
 - THE SURVEY WAS COMPLETED ON THE 22nd DAY OF MAY, 1991.

JULY 10, 1991
NORTH BAY, ONTARIO

A.C. Osborne
ONTARIO LAND SURVEYOR
REGISTRATION NO. 1526



Shoreline Road Allowance
approx. .66 acres.

Ministry of the Solicitor GeneralStrategic Policy Division
Office of the Assistant Deputy Minister25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221**Ministère du Solliciteur général**Division des politiques stratégiques
Bureau du sous-ministre adjoint25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221

Jenny Leblond
 CAO
 Chisholm Township
j.leblond@chisholm.ca

July 19, 2023

Greetings Jenny Leblond,

Thank you for submitting your proposal for the Ontario Provincial Police (OPP) detachment board framework. Your patience has been greatly appreciated while all proposals went through a thorough review process.

At this time, I am pleased to confirm that the North Bay OPP detachment board proposal has been approved by the Solicitor General to the next step in finalizing the board compositions, which is posting the composition on the Ontario Regulatory Registry (ORR). The ministry is currently working on drafting the regulation, which is expected to be available on the Ontario Regulatory Registry (ORR) for public comment in the summer or fall. Posting of the regulation is one of the last steps before the regulation can be finalized in advance of bringing the *Community Safety and Policing Act, 2019 (CSPA)* into force in early 2024.

The following board composition(s) have been approved for posting.

Board	Communities Serviced	Council Seats	Community Representative Seat(s)	Provincial Appointment Seat(s)	Total Seat(s)
1	Town of Mattawa, Municipality of Mattawan, Papineau-Cameron Township, Municipality of Calvin	4	1	1	6
2	Municipality of East Ferris, Chisholm Township, Bonfield Township	3	4	2	9
3	Municipality of Powassan,	3	3	2	8

	Nipissing Township, Municipality of Callander				
--	---	--	--	--	--

On behalf of the Ministry of the Solicitor General, I would like to express my appreciation to all the communities involved in the proposal development process. I acknowledge and value the significant efforts undertaken to create a proposal for a detachment board that addresses the unique needs of each community that receives OPP policing services in your detachment. As the proposal lead, I kindly request that you disseminate this correspondence to all communities serviced by the proposed detachment board.

The ministry is planning to share more guidance as soon as possible on next steps, with the understanding that municipalities and First Nations require time to plan for the implementation of OPP detachment boards before the CSPA comes into force.

If you have any questions or concerns in the meantime, please contact Devendra Sukhdeo, Senior Policy Advisor, Public Safety and Policing Policy Unit (PSPPU), Strategic Policy Division, at Devendra.Sukhdeo@ontario.ca.

Sincerely,

Sarah Caldwell
Assistant Deputy Minister, Strategic Policy Division
Ministry of the Solicitor General

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2023-49

**BEING A BY-LAW TO ENTER INTO A
PLAN REVIEW AGREEMENT WITH THE
NORTH BAY-MATTAWA CONSERVATION AUTHORITY**

WHEREAS the Municipality is the Approval Authority for those planning applications for which the Municipality is so designated by statute;

AND WHEREAS the North Bay-Mattawa Conservation Authority (NBMCA) has the expertise to provide plan review advice to the Municipality with regard to Section 1.1.4.I(c) Section 2.0 and Section 3.0 of the Provincial Policy Statements (PPS) and with respect to conformity with Part 8 of the Ontario Building Code (OBC), private sewage disposal systems;

AND WHEREAS the Corporation of the Township of Bonfield and the North Bay Mattawa Conservation Authority wish to enter into a plan review agreement with respect to planning applications;

NOW THEREFORE the Council of the Corporation of the Township of Bonfield ENACTS AS FOLLOWS:

1. THAT the Plan Review Agreement is hereby accepted and attached as Schedule "A" to this By-Law;
2. THAT the term of this Agreement shall be for a period of 5 years from the date of execution by the Township and the Agreement shall be automatically extended for additional 4- year terms, on the same terms and conditions as contained herein at the discretion of the Township and NBMCA, until terminated by any of the parties in accordance with subsection 7 b) herein;
3. THAT the Mayor and Clerk be hereby authorized to execute this Agreement on behalf of the Corporation of the Township of Bonfield.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 30th DAY OF
JANUARY, 2024.**

MAYOR

CLERK

AGREEMENT FOR SERVICES
THIS AGREEMENT dated this ___ day of _____ 2024

BETWEEN

THE NORTH BAY-MATTAWA CONSERVATION AUTHORITY
(hereinafter called "Authority")

OF THE FIRST PART

– and –

THE TOWNSHIP OF BONFIELD
(Hereinafter called the "Member")

OF THE SECOND PART

WHEREAS NBMCA is required to provide mandatory programs and services (Category 1) including but not limited to programs and services related to understanding and addressing the risks of natural hazards, flood forecasting and warning, drought or low water response, ice management, water control and erosion control infrastructure, providing technical comments on applications under prescribed acts including the *Planning Act*, conservation and management of its lands, and fulfilling its duties, functions and responsibilities to administer and enforce the provisions of Parts VI and VII of the Conservation Authorities Act and any regulations made under those Parts.

AND WHEREAS in carrying out its mandate under the Conservation Authorities Act, NBMCA provides Municipally delegated programs and services (Category 2) and other programs and services (Category 3) to municipal partners within its jurisdiction including but not limited to water quality monitoring and stewardship projects.

AND WHEREAS under the Conservation Authorities Act, mandatory programs and services (Category 1) are to be funded through the budget and apportionment process in accordance with the applicable regulations.

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members for Category 2 programs and services per Conservation Authorities Act Section 21.1.1 (1)); and Category 3 other programs and services per Conservation Authorities Act Section 21.1.2 (2) if financing from the participating municipality is necessary.

AND WHEREAS the Conservation Authority is prepared to continue to provide Category 2 and Category 3 programs and services to its Members.

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services.

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Member the services outlined in the Inventory of Programs and Services attached hereto as Schedule "A".
2. The Member agrees to be charged a levy for such services in accordance with the approved budget.
3. The Authority will not add to or delete from the programs or services funded through the levy without first consulting with the Member. Any such change would require an amendment to this Agreement agreed to by all parties.

4. The parties will maintain the current annual approval process for setting the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
5. The Member will continue to support the current Inventory of Programs and Services throughout the period of this Agreement.
6. This MOU shall commence on the Effective Date and shall continue for four (4) years (the "Initial Term"). Thereafter this MOU shall continue for additional four (4) year periods (each a "Renewal Term") unless either party provides written notice of termination to the other party at least sixty (60) days prior to the expiry of the Initial Term or Renewal Term, as the case may be.
7. This MOU shall be reviewed by the parties on an annual basis as part of the budget and apportionment process.
8. NBMCA shall identify Category 2 and Category 3 services in the budget, and shall comply with the prescribed methods of apportionment, including the Modified Current Value Assessment (MVCA) apportionment method (the ratio that the participating municipality's MVCA bears to NBMCA's MVCA) and the benefit-based apportionment method (the benefit that each participating municipality obtains from the program or service to which the operating expense or capital cost is related), or where permitted in accordance with the applicable regulations, by agreement.
9. This Agreement may be executed in any number of counterparts and by the parties hereto by separate counterparts, each of which when so executed and delivered shall be an original, but such counterparts together shall constitute one and the same instrument.

SIGNED SEALED AND DELIVERED THIS _____ DAY OF _____ 2024.

THE NORTH-BAY MATTAWA CONSERVATION AUTHORITY

Per: _____
Chair – Dave Britton

Per: _____
CAO, Secretary Treasurer – Chitra Gowda

I/we have the authority to bind the Corporation.

SIGNED SEALED AND DELIVERED THIS _____ DAY OF _____ 2024.

THE TOWNSHIP OF BONFIELD

Per: _____
Mayor – Narry Paquette

Per: _____
CAO/Clerk-Treasurer, Nicky Kunkel

I/we have the authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2024-05

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON, THE CORPORATION OF THE MUNICIPALITY OF CALVIN, THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN FOR A CHIEF BUILDING OFFICIAL TO ENFORCE THE BUILDING CODE ACT

WHEREAS the Municipal Act, S.O. 2001, c.25, as amended authorizes municipalities to enter into an agreement; and

WHEREAS the Council for the Corporation of the Township of Bonfield deems it expedient to enter into an agreement with the Corporation of the Township of Papineau-Cameron, the Corporation of the Municipality of Calvin, the Corporation of the Municipality of Mattawan for a Chief Building Official to enforce the Building Code Act; and

WHEREAS Section 3(1) of the Ontario Building Code Act, S.O. 1992 c.23 as amended, states that the council of each municipality is responsible for the enforcement of this Act in the municipality; and

WHEREAS Section 3(2) of the Ontario Building Code Act, S.O. 1992 c.23 as amended, states that the council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction; and

WHEREAS Section 3(3) of the Ontario Building Code Act, S.O. 1992 c.23 as amended, states that the councils of two or more municipalities may enter into an agreement,
(a) providing for the joint enforcement to this Act within their municipality
(b) providing for the sharing of costs incurred in the enforcement of this Act; and

NOW THEREFORE the Council for the Corporation of the Township of Bonfield enacts as follows:

1. THAT the Chief Building Official Agreement as attached hereto as Schedule "A" herein forms part of this By-law.
2. THAT the Chief Building Official Agreement shall have a term of four (4) years from December 12, 2023 to December 11, 2027 subject to any amendments thereof or the termination of the said agreement.
3. THAT the Mayor and Clerk be authorized to execute said agreement on behalf of the Corporation of the Township of Bonfield.

CONSIDERED READ A FIRST, SECOND, THIRD TIME, AND FINALLY PASSED THIS 30TH DAY OF JANUARY 2024.

Mayor

Clerk

Schedule "A" to By-Law 2024-05

CHIEF BUILDING OFFICIAL AGREEMENT TO ENFORCE
THE BUILDING CODE ACT

THIS AGREEMENT made in quadruplicate as of the _____ day of _____, 2024.

BETWEEN:

The Corporation of The Township of Papineau-Cameron
Having its principal office at
4861 Highway 17, P.O. Box 630, Mattawa, ON P0H 1V0
(herein after called "Township of Papineau-Cameron")

OF THE FIRST PART

AND

The Corporation of The Municipality of Calvin
Having its principal office at
1355 Peddlers Drive, Mattawa, ON P0H 1V0
(herein after called "Municipality of Calvin")

OF THE SECOND PART

AND

The Corporation of The Municipality of Mattawan
Having its principal office at
947 Hwy 533, P.O. Box 610, Mattawa, ON P0H 1V0
(herein after called "Municipality of Mattawan")

OF THE THIRD PART

AND

The Corporation of The Township of Bonfield
Having its principal office at
365 Highway 531, Bonfield, ON P0H 1E0
(herein after called "Township of Bonfield")

OF THE FOURTH PART

THE TOWNSHIP OF PAPINEAU-CAMERON, THE MUNICIPALITY OF CALVIN, THE MUNICIPALITY OF MATTAWAN AND THE TOWNSHIP OF BONFIELD HEREBY AGREE TO THE FOLLOWING TERMS AND CONDITIONS;

1. That the enforcement of the Building Code and Building Code Act shall be carried out by the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan, and the Township of Bonfield.
2. That the Township of Bonfield shall, by By-law under Section 3(2) of the Building Code Act, appoint the **Chief Building Official**, and shall maintain such By-Laws in effect at all times during the term of this Agreement. In the event that either the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan appoints a new Chief Building Official, the municipalities shall pass such amending By-laws as may be necessary during the term of this Agreement.
3. That the Township of Papineau-Cameron, The Municipality of Calvin, The Municipality of Mattawan shall, by By-law under Section 3(2) of the Building Code Act, appoint the **Chief Building Official**, and shall maintain such By-Laws in effect at all times during the term of this Agreement. In the event that either the Township of Bonfield appoints a new Chief Building Official, the municipalities shall pass such amending By-laws as may be necessary during the term of this Agreement.

4. That the duties of those personnel appointed by By-law shall be as set out in the Building Code Act and shall include but not be limited to the review of applications and plans, the issuance of building and demolition permits, the inspection of construction, file management and enforcement of the said Act.

The Chief Building Official shall at all times, act under the direction of and in accordance with the policies of the Township of Bonfield when undertaking duties within the Township of Bonfield.

The Chief Building Official shall at all times, act under the direction of and in accordance with the policies of the Township of Papineau-Cameron when undertaking duties within the Township of Papineau-Cameron.

The Chief Building Official shall at all times, act under the direction of and in accordance with the policies of the Municipality of Calvin when undertaking duties within the Municipality of Calvin.

The Chief Building Official shall at all times, act under the direction of and in accordance with the policies of the Municipality of Mattawan when undertaking duties within the Municipality of Mattawan.

5. That the Township of Bonfield shall make available to the Chief Building Official all records of past construction activity as may be required and shall provide access to municipal records as may be required for the purposes of enforcement of the said Act.

That the Township of Papineau-Cameron shall make available to the Chief Building Official all records of past construction activity as may be required and shall provide access to municipal records as may be required for the purposes of enforcement of the said Act.

That the Municipality of Calvin shall make available to the Chief Building Official all records of past construction activity as may be required and shall provide access to municipal records as may be required for the purposes of enforcement of the said Act.

That the Municipality of Mattawan shall make available to the Chief Building Official all records of past construction activity as may be required and shall provide access to municipal records as may be required for the purposes of enforcement of the said Act.

6. That the Council of the Township of Bonfield shall indemnify and save harmless the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan and their staff from any actions or litigation arising from matters under the Building Code Act and the Planning Act prior to the effective date of this agreement.

That the Council's of the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall indemnify and save harmless the Township of Bonfield and their staff from any actions or litigation arising from matters under the Building Code Act and the Planning Act prior to the effective date of this agreement.

7. That the Township of Bonfield and the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall at all times during the term of this agreement, maintain in force professional and general liability insurance appropriate to the duties of enforcement of the Building Code Act as specified herein.
8. That the Township of Bonfield shall, during the term of this Agreement, be included as an "additional named insured" under the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan, Municipal Liability Insurance, but only in respect of and during the Services performed under this and cross liability insurance is to be provided.

9. That the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall, during the term of this Agreement, be included as an “additional named insured” under the Township of Bonfield’s Municipal Liability Insurance, but only in respect of and during the Services performed under this and cross liability insurance is to be provided.
10. That the Township of Bonfield shall reimburse monthly in a timely manner to the Township of Papineau-Cameron the costs of providing Chief Building Official services at the rate of **\$80.00** per hour, and the current per kilometer rate as set by the Township of Papineau-Cameron for travel allowance to and from the municipal office in Papineau-Cameron. Chief Building Official service priority will be firstly for the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan. Revenue generated for Chief Building Official services will be shared between the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan, based on the agreed shared percentage portions between the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan.

That the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan, based on the agreed shared percentage portions between the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan shall reimburse monthly in a timely manner to the Township of Bonfield the costs of providing Chief Building Official services at the rate of **\$80.00** per hour, and the current per kilometer rate as set by the Township of Bonfield for travel allowance to and from the municipal office in Bonfield. Chief Building Official service priority will be firstly for the Township of Bonfield.

11. That the Township of Bonfield shall provide to the Chief Building Official all necessary forms, applications and office supplies necessary to carry out their duties.

That the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall provide to the Chief Building Official all necessary forms, applications and office supplies necessary to carry out their duties

12. That the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan and the Township of Bonfield hereby agree to maintain in force at all times during the term of this agreement, a Building By-Law enacted under Section 5 (2) of the Building Code Act for the administration of building permits.
13. That the Chief Building Official shall only perform the roles for which they are qualified for in accordance with Section 1.1(6) (7) of the Ontario Building Code Act.
14. That this agreement shall be in effect for Four (4) years from **December 12, 2023** to **December 11, 2027**.
15. That either Council may terminate or amend this agreement upon 30 days written notice.
16. Should this agreement be terminated, the Township of Bonfield shall pay to the Township of Papineau-Cameron all outstanding costs up to the date of termination and both shall return in good order, all municipal files and records relating to building matters in the respective municipality.

Should this agreement be terminated, the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall pay to the Township of Bonfield all outstanding costs up to the date of termination and both shall return in good order, all municipal files and records relating to building matters in the respective municipality.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the following dates:

By the Township of Papineau-Cameron on the _____ day of _____, 2023,
by By-Law No. _____

THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

MAYOR

CAO/CLERK-TREASURER

By the Municipality of Calvin on the _____ day of _____, 2023,
by By-Law No. _____

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

MAYOR

CAO/CLERK

By the Municipality of Mattawan on the _____ day of _____, 2023,
by By-Law No. _____

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

MAYOR

CLERK-TREASURER

By the Township of Bonfield on the _____ day of _____, 2024,
by By-Law No. _____

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

MAYOR

CAO/CLERK-TREASURER



The Corporation of the
City of North Bay
200 McIntyre Street East,
P.O. Box 360
North Bay, Ontario
Canada P1B 8H8
Tel: (705) 474-0400

RECEIVED

JAN 08 2024

January 2, 2024

The Township of Bonfield
356 Highway 531
Bonfield ON
P0H 1E0

Re: Participation in the City of North Bay's Household Hazardous Waste Program

The City of North Bay is once again inviting surrounding municipalities to participate in the City's Household Hazardous Waste Program.

North Bay City Council has agreed to accept household hazardous waste from participating municipalities that share in the operating and disposal costs. Due to the increase in costs for the proper disposal of household hazardous waste, the cost per municipality will increase to \$4 per dwelling based on the most up to date census.

The cost for the residents of the Township of Bonfield to safely dispose their hazardous waste at the North Bay HHWD is as follows:

Total Dwellings	1080
Cost Per Dwelling	\$4
Total Cost	\$4,320

If you are interested in participating in this program, please contact me at 705-474-0400 ext. 5221 or by email at victoria.thomas@northbay.ca

Sincerely,

Victoria Thomas
Environmental Control Officer

REPORT TO COUNCIL

MEETING DATE: January 30, 2024

SUBJECT: Planning Consultant RFP

RECOMMENDATION: That Council receive the RFP for Planning Consultant Services from JL Richards and Tulloch; and
Further that the RFP be awarded to Tulloch

BACKGROUND

In May of 2023, the Planning Advisory Committee discussed and resolved to issue a request for proposals for Planning Consultant Services. The objectives of the RFP were to retain a qualified planner to assist in application review and provider peer advice/mentorship to the Township's planner.

The RFP was issued in January 2024, shortly after the new Planning Administrator assumed the role. The RFP closed on January 29, 2024, at 4:00 pm. Staff reviewed the proposals submitted based on the evaluation criteria listed in the RFP, Expertise, Services, Team, Reporting and Pricing.

Two proposals were received as follows:

1. JL Richards (North Bay / Sudbury)
2. Tulloch Engineering (North Bay)

ANALYSIS: The following table summarizes the evaluation.

Criteria	JL Richards	Score	Score	Tulloch
Expertise	Proven knowledge of provincial policies; similar clients Smooth Rock Falls, McKellar, Hudson, Harley and Casey	17.5	16.5	Proven knowledge of provincial policies; similar clients, Calvin Township, Blind River, Iroquois Falls
Services	OP, Zoning, MV, Site Plan, Consents, Lake Mgmt. Plans, Master Plans, Development, planning advisory	14.5	14.5	OP, Zoning, MV, Site Plan, Consents, Development Reports, engineering, geotechnical, Planning advisory
Team	Ferrigan, Welwood, day to day is Michauville; municipal experience. 4-member team; day to day 1 year with company	14	12.5	McArthur, day to day Van Horn; municipal experience, 2-member team; day to day 3 yrs. experience, almost 1 year with company.
Reporting	All applications to JLR, then peer reviewed as well, set out timeline for each step and when they will attend on site; service primarily through phone/e-meetings; Complete application process offered.	8.5	9.5	Will attend pre-consultation meetings (person/phone), applications reviewed by Administrator then sent to Tulloch; assist in complete application, scope of any studies, technical review,

Criteria	JL Richards	Score	Score	Tulloch
Pricing	Application based: OP \$2,500 Consents: \$2,000 Pre consult: \$500.00	8.5	9	Application based: OP \$3-6000 Site Plan \$4000 Consents: \$1,500 - \$3,000 ShoreLine: \$1,000-\$1500
	Time and Material fees \$135-250+ /hr CPI annually Disbursements and travel at cost	63/70	62/70	Time and Material fees \$65/130 to \$180+/hr Mileage \$0.65/km

As evident in the table, both firms that submitted for the RFP are more than capable of meeting the objectives outlined. While JL Richards has a larger team all team members have similar qualifications and experience. Most have planning master's and bachelor's degrees, indicating that both will provide excellent services and advice to the Township and then to the residents in the community who are looking to develop their property. Tulloch has lower fees for time and material but there is no lump sum cost for application-based projects that would allow for consistency in the user fee bylaw. It is clear the fees for planning applications will need to increase in 2024. However, the property owner is the real owner of these expenses as all fees are invoiced to them upon completion of the application / development.

Both firms will have local offices in North Bay where the day-to-day planner of record for the Township will be stationed. Tulloch's lead planner will also be stationed in North Bay making it more efficient for them to travel to meet the client on site. JL Richards meetings for more complex issues will primarily be by e-meeting with additional costs to attend on site. Tulloch's North Bay Office Planning Services are relatively new but staff are experienced and have resources from Sudbury and Huntsville offices if necessary. JL Richards North Bay office has one staff in North Bay with resources from the Sudbury offices. Tulloch has performed work for owners within Bonfield and will no longer be able to due to conflict of interest. This will reduce available planning services available in the region.

JL Richards is currently producing the new Official Plan and Zoning Bylaw for the Township. While currently on budget, they are past expected deadlines from the contract for completion. Deadlines and timelines are paramount in planning applications as the province sets out strict timeframes for processing applications. \

Recommendation: Due to the lower time and material fees and access to the senior planners, we recommend the RFP be awarded to Tulloch.

Nicky Kunkel, CAO Clerk-Treasurer

Ann Carr, Planning Administrator



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Todd Doherty

Member of Parliament
Cariboo-Prince George

Dear Mayor Narry Paquette,

It's been 3 long years since the government passed my motion to bring 988 to Canada. I'm pleased to report that the easy to remember 3-digit suicide prevention hotline is live and you can call or text 988 anywhere in Canada.

While I'm extremely proud of this common-sense Conservative policy that will save lives, our work is not done.

I'm hoping your council will pass a motion requiring all municipal/city properties to display the 988 information poster. You can find the electronic version of the poster at: <https://988.ca/get-involved>

I will be forever grateful of the collaborative work that municipalities have done in assisting me in getting this message out. This assistance ultimately resulted in this historic accomplishment that has, and will, continue to help save countless lives each and every day.

There is a draft resolution below, but please feel free to change it to whatever works best for your council.

Thank you for continuing to prioritize the mental health of those within your community.

Sincerely,

A handwritten signature in black ink, appearing to be 'Todd Doherty'.

Todd Doherty, MP

Cariboo-Prince George
Shadow Minister for Mental Health and Suicide Prevention

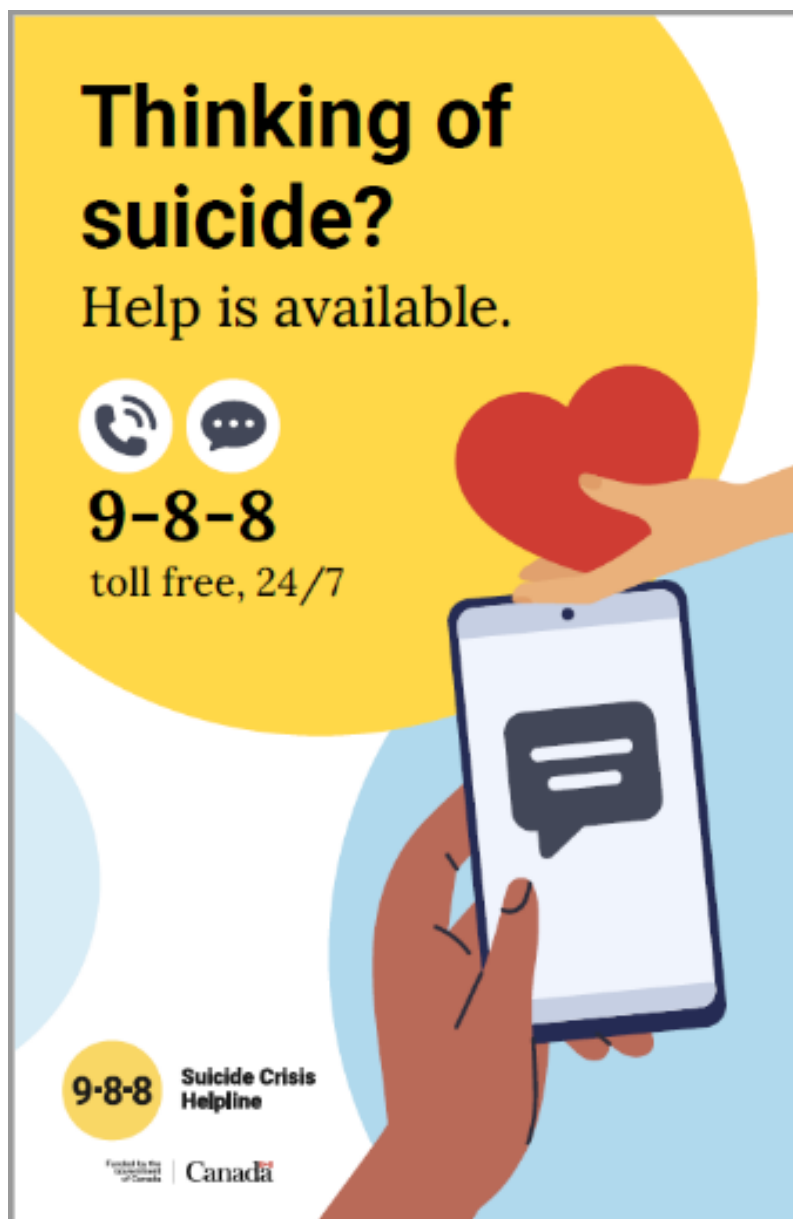
Draft motion:

Display of 988 Crisis Line Information Poster

WHEREAS Canada has adopted 988, a National three-digit suicide and crisis hotline;

AND WHEREAS _____ Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT _____ Town Council/Municipality/City continues to endorse the 988 crisis line initiative; and will display the 988 information poster in all municipal/City buildings.



Andrée Gagné

From: Fred Simpson <fred.simpson@townofmono.com>
Sent: January 17, 2024 9:24 AM
To: Premier of Ontario Premier ministre de l'Ontario; minister.mto@ontario.ca
Cc: sylvia.jones@pc.ola.org; minister.fin@ontario.ca; Denise Holmes; jwilloughby@shelburne.ca; Jessica Kennedy; Meghan Townsend; Michelle Dunne; Nicole Martin; Roseann Knechtel; Tracy MacDonald; resolutions@amo.on.ca
Subject: Mono Council Declares Road Safety Emergency
Attachments: Premier & MTO, Town of Mono Declares Road Safety Emergency.pdf

Hon. Doug Ford
Premier of Ontario

Hon. Prabmeet Sarkaria
Minister of Transportation

Dear Premier Ford and Minister Sarkaria:

On January 9th, 2024, Council for the Town of Mono passed the following resolution declaring a **Road Safety Emergency**, calling on the province to take action to address traffic safety through measures including public education, increased Highway Traffic Act fines and expanded use of Automated Speed Enforcement.

Resolution #4-1-2024

Moved by Elaine Capes, Seconded by Melinda Davie

WHEREAS road safety is of continuing and increasing concern to Ontarians;

AND WHEREAS, the number of traffic collisions, injuries and fatalities are at unacceptable levels^[i];

AND WHEREAS, recent statistics and media reports show increasing fatalities and police roadway activities^[ii];

AND WHEREAS, speeding is a leading contributing factor in many accidents including fatalities^[iii];

AND WHEREAS, fines for basic speeding have not increased for three decades or more thus losing at least 50% of their deterrent value through inflation;

AND WHEREAS, over 60% of all other Highway Traffic Act (HTA) Set Fines remain at \$85, an amount also suggesting no increase in decades^[iv];

AND WHEREAS, municipalities are frustrated in their attempt to roll out Automated Speed Enforcement (ASE) with current rules that restrict it to less than 80 km/h speed zones and make it contingent upon declaring Community Safety Zones where not warrant except to use ASE;

AND WHEREAS, Administrative Monetary Penalties (AMPs) are the logical and efficient means of dealing with offences including parking violations, red light camera infractions and ASE charges, the Regulations involving its use are mired in red tape leading to unnecessary complexity and cost.

BE IT RESOLVED that we call on other municipalities and the Province of Ontario to recognize a Road Safety Emergency and take the following actions;

1. Launch a province wide road safety educational program to be funded from a portion of monies currently spent by the Ontario Lottery and Gaming Corporation (OLG) to advertise games of chance and lotteries in Ontario.
2. Review and increase all HTA fines and penalties to reflect a deterrent amount and consequence that sends a message that driving is a privilege subject to conditions.
3. Permit municipalities to deploy ASE in 80 km/h zones or less without having to declare Community Safety Zones and without onerous conditions.
4. Establish a Working Group with municipalities to identify and recommend elimination of regulatory red tape associated with the use of ASE and AMPs.
5. Develop mechanisms that ensure POA fines and penalties do not lose their deterrent effect over time.
6. Work with municipalities to create better means of collecting outstanding POA fines and Victim Surcharge monies estimated to exceed \$1 billion as far back as 2011[v].

"Carried"

[i] The Preliminary 2022 Ontario Road Safety Annual Report indicates a total of 25,165 fatal and personal injury collisions and of that, some 530 fatal collisions (3.9 persons per 100,000 in Ontario).

[ii] https://www.caledonenterprise.com/news/map-fatal-collisions-nearly-doubled-in-caledon-in-2023/article_3131acaf-acae-5b21-bee4-a67a33600c33.html. Since publication of this article, the number of Caledon fatalities has increased to nearly 20 last year. The Town of Mono has experienced an explosion of traffic stop occurrences, up over 300% since 2019.

[iii] Speeding convictions account for over 50% of all HTA convictions - see <https://www.ontariocourts.ca/ocj/statistics/>.

[iv] <https://www.ontariocourts.ca/ocj/provincial-offences/set-fines/set-fines-i/schedule-43/>.

[v] <http://oapssb.ca/wp-content/uploads/2021/05/OAPSB-POA-WHITE-PAPER-FINAL-1-Nov-2011.pdf>. This report, prepared by the Ontario Association of Police Services Boards, suggests a number of effective mechanisms to collect unpaid fines including garnishment of Federal income tax refunds and other payments as is currently done in other provinces.

Respectfully,

Fred Simpson

Clerk

Town of Mono

519.941.3599, 234



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify fred.simpson@townofmono.com.



January 15, 2024

Hon. Doug Ford
Premier of Ontario

Hon. Prabmeet Sarkaria
Minister of Transportation

Dear Premier Ford and Minister Sarkaria:

On January 9th, 2024, Council for the Town of Mono passed the following resolution declaring a **Road Safety Emergency**, calling on the province to take action to address traffic safety through measures including public education, increased Highway Traffic Act fines and expanded use of Automated Speed Enforcement.

Resolution #4-1-2024

Moved by Elaine Capes, Seconded by Melinda Davie

WHEREAS road safety is of continuing and increasing concern to Ontarians;

AND WHEREAS, the number of traffic collisions, injuries and fatalities are at unacceptable levels[i];

AND WHEREAS, recent statistics and media reports show increasing fatalities and police roadway activities[iii];

AND WHEREAS, speeding is a leading contributing factor in many accidents including fatalities[iii];

AND WHEREAS, fines for basic speeding have not increased for three decades or more thus losing at least 50% of their deterrent value through inflation;

AND WHEREAS, over 60% of all other Highway Traffic Act (HTA) Set Fines remain at \$85, an amount also suggesting no increase in decades[iv];

AND WHEREAS, municipalities are frustrated in their attempt to roll out Automated Speed Enforcement (ASE) with current rules that restrict it to less than 80 km/h speed zones and make it contingent upon declaring Community Safety Zones where not warrant except to use ASE;

AND WHEREAS, Administrative Monetary Penalties (AMPs) are the logical and efficient means of dealing with offences including parking violations, red light camera infractions and ASE charges, the Regulations involving its use are mired in red tape leading to unnecessary complexity and cost.

BE IT RESOLVED that we call on other municipalities and the Province of Ontario to recognize a Road Safety Emergency and take the following actions;

1. Launch a province wide road safety educational program to be funded from a portion of monies currently spent by the Ontario Lottery and Gaming Corporation (OLG) to advertise games of chance and lotteries in Ontario.
2. Review and increase all HTA fines and penalties to reflect a deterrent amount and consequence that sends a message that driving is a privilege subject to conditions.
3. Permit municipalities to deploy ASE in 80 km/h zones or less without having to declare Community Safety Zones and without onerous conditions.
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5. Develop mechanisms that ensure POA fines and penalties do not lose their deterrent effect over time.
6. Work with municipalities to create better means of collecting outstanding POA fines and Victim Surcharge monies estimated to exceed \$1 billion as far back as 2011 [\[v\]](#).

"Carried"

[\[i\]](#) The Preliminary 2022 Ontario Road Safety Annual Report indicates a total of 25,165 fatal and personal injury collisions and of that, some 530 fatal collisions (3.9 persons per 100,000 in Ontario).

[\[ii\]](https://www.caledonenterprise.com/news/map-fatal-collisions-nearly-doubled-in-caledon-in-2023/article_3131acaf-acae-5b21-bee4-a67a33600c33.html) https://www.caledonenterprise.com/news/map-fatal-collisions-nearly-doubled-in-caledon-in-2023/article_3131acaf-acae-5b21-bee4-a67a33600c33.html. Since publication of this article, the number of Caledon fatalities has increased to nearly 20 last year. The Town of Mono has experienced an explosion of traffic stop occurrences, up over 300% since 2019.

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[\[iv\]](https://www.ontariocourts.ca/ocj/provincial-offences/set-fines/set-fines-i/schedule-43/) <https://www.ontariocourts.ca/ocj/provincial-offences/set-fines/set-fines-i/schedule-43/>.

[\[v\]](http://oapssb.ca/wp-content/uploads/2021/05/OAPSB-POA-WHITE-PAPER-FINAL-1-Nov-2011.pdf) <http://oapssb.ca/wp-content/uploads/2021/05/OAPSB-POA-WHITE-PAPER-FINAL-1-Nov-2011.pdf>. This report, prepared by the Ontario Association of Police Services Boards,

suggests a number of effective mechanisms to collect unpaid fines including garnishment of Federal income tax refunds and other payments as is currently done in other provinces.

Respectfully,

Fred Simpson, Clerk

Copy: Minister of Finance
Honourable Sylvia Jones, Dufferin-Caledon MPP
Association of Municipalities of Ontario
All Ontario municipalities

nvachon@fauquierstrickland.com <nvachon@fauquierstrickland.com>; Office@townshipofjoly.com <Office@townshipofjoly.com>; officeclerk@augusta.ca <officeclerk@augusta.ca>; Casandra Klooster <officeclerk@bonfieldtownship.com>; ojacob@arnprior.ca <ojacob@arnprior.ca>; pamlortie@townofspanish.com <pamlortie@townofspanish.com>; pccress@townofnemi.on.ca <pccress@townofnemi.on.ca>; people@johnsontownship.ca <people@johnsontownship.ca>; petroli@petroli.ca <petroli@petroli.ca>; pgilchrist787@gmail.com <pgilchrist787@gmail.com>; pkemp@ahtwp.ca <pkemp@ahtwp.ca>; PPMClerks@london.ca <PPMClerks@london.ca>; psinamon@chatsworth.ca <psinamon@chatsworth.ca>; rainyriver@tbaytel.net <rainyriver@tbaytel.net>; rauger@tecumseh.ca <rauger@tecumseh.ca>; reception@hortontownship.ca <reception@hortontownship.ca>; regionalclerk@halton.ca <regionalclerk@halton.ca>; regionalclerk@regionofwaterloo.ca <regionalclerk@regionofwaterloo.ca>; regionalclerk@york.ca <regionalclerk@york.ca>; Rick.OConnor@ottawa.ca <Rick.OConnor@ottawa.ca>; rjohnson@townofparrysound.com <rjohnson@townofparrysound.com>; rrogers@highlandseast.ca <rrogers@highlandseast.ca>; rwilliams@twpec.ca <rwilliams@twpec.ca>; sarah.goldrup@grey.ca <sarah.goldrup@grey.ca>; sblair@carletonplace.ca <sblair@carletonplace.ca>; scarr@gorebay.ca <scarr@gorebay.ca>; scasey@dubreuilville.ca <scasey@dubreuilville.ca>; scooper@penetanguishene.ca <scooper@penetanguishene.ca>; scronin@huroncounty.ca <scronin@huroncounty.ca>; sdion@casselman.ca <sdion@casselman.ca>; sgirard@hawkesbury.ca <sgirard@hawkesbury.ca>; Sheena.Earl@uclg.on.ca <Sheena.Earl@uclg.on.ca>; shuschilt@hastingshighlands.ca <shuschilt@hastingshighlands.ca>; sjohnson@brockton.ca <sjohnson@brockton.ca>; skerr@frontenacislands.ca <skerr@frontenacislands.ca>; skitchen@kingsville.ca <skitchen@kingsville.ca>; sue.bates@atikokan.ca <sue.bates@atikokan.ca>; swalton@tiny.ca <swalton@tiny.ca>; tbennett@marmoraandlake.ca <tbennett@marmoraandlake.ca>; tgodden@stcharlesontario.ca <tgodden@stcharlesontario.ca>; tgorgerat@khrtownship.ca <tgorgerat@khrtownship.ca>; thallam@morristorynberry.ca <thallam@morristorynberry.ca>; thornloe@outlook.com <thornloe@outlook.com>; tkretschmer@duttondunwich.on.ca <tkretschmer@duttondunwich.on.ca>; tmckenzie@lennox-addington.on.ca <tmckenzie@lennox-addington.on.ca>; tmichiels@thamescentre.on.ca <tmichiels@thamescentre.on.ca>; to <christina.conklin@uclg.on.ca>; toc@colemantownship.ca <toc@colemantownship.ca>; town@espanola.ca <town@espanola.ca>; townclerk@milton.ca <townclerk@milton.ca>; townclerk@oakville.ca <townclerk@oakville.ca>; townclerk@pickelake.org <townclerk@pickelake.org>; townclerk@thebluemountains.ca <townclerk@thebluemountains.ca>; townshipofgauthier@hotmail.com <townshipofgauthier@hotmail.com>; townshipofmorley@gmail.com <townshipofmorley@gmail.com>; Treasurer@Iroquoisfalls.com <Treasurer@Iroquoisfalls.com>; twphill@parolink.net <twphill@parolink.net>; twpoconn@tbaytel.net <twpoconn@tbaytel.net>; twpopas@persona.ca <twpopas@persona.ca>; valeriep@haltonhills.ca <valeriep@haltonhills.ca>; veronique.dion@townsrf.ca <veronique.dion@townsrf.ca>; vmcdonald@hanover.ca <vmcdonald@hanover.ca>; wjaques@ezt.ca <wjaques@ezt.ca>; wkabel@snnf.ca <wkabel@snnf.ca>; woolwich.mail@woolwich.ca <woolwich.mail@woolwich.ca>; yaubichon@oro-medonte.ca <yaubichon@oro-medonte.ca>; Mather, Maddison <matherm@northumberland.ca>; clerks@pickering.ca <clerks@pickering.ca>; clerks@stratford.ca <clerks@stratford.ca>; sandersc@northumberland.ca <sandersc@northumberland.ca>; clerks@pecounty.on.ca <clerks@pecountyonca.mail.onmicrosoft.com>; Joy McLeod <jmcleod@pecounty.on.ca>

Subject: PEC Resolution - Expand the life span of fire apparatus

You don't often get email from cblumenberg@pecounty.on.ca. [Learn why this is important](#)

The Right Honourable Premier Ford, et al:

Please see the attached resolution from the Corporation of the County of Prince Edward regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements. This resolution was

approved at the January 16, 2024 Meeting of Council. We kindly ask for a response within 30 days of receipt.

If you have any questions, or would like to set up a meeting on this important matter, please contact the undersigned.

Warmly,

Catalina Blumenberg (she/her)

Clerk

The Corporation of the County of Prince Edward

T: 613.476.2148 ext. 1021 | C: 613.503.2384

cblumenberg@pecounty.on.ca



TheCountyTM

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This communication is intended for the addressee indicated above. The information contained in the email will be used for municipal purposes and will be managed in accordance with *The Municipal Act* and *The Municipal Freedom of Information and Protection of Privacy Act*. If you have received this in error, please notify us immediately.

January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

RESOLUTION NO. 2024-46

DATE: January 16, 2024

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Branderhorst

WHEREAS By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

AND WHEREAS apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

AND WHEREAS fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

AND WHEREAS no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

THAT the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown



A Notice of Motion for significant reforms at the Landlord and Tenant Board

Stephanie Smith <Stephanie.Smith@mississauga.ca>

Thu 1/18/2024 4:08 PM

To:311@toronto.ca <311@toronto.ca>;scarr@gorebay.ca <scarr@gorebay.ca>;clerksoffice@carling.ca <clerksoffice@carling.ca>;admin@dawneuphemia.on.ca <admin@dawneuphemia.on.ca>;admin@dnetownship.ca <admin@dnetownship.ca>;admin@eganville.com <admin@eganville.com>;admin@frontofyonge.com <admin@frontofyonge.com>;admin@greatermadawaska.com <admin@greatermadawaska.com>;admin@hiltontownship.ca <admin@hiltontownship.ca>;admin@jocelyn.ca <admin@jocelyn.ca>;deputyclerk@merrickville-wolford.ca <deputyclerk@merrickville-wolford.ca>;admin@midland.ca <admin@midland.ca>;admin@mindenhills.ca <admin@mindenhills.ca>;admin@nipissingtownship.com <admin@nipissingtownship.com>;admin@northstormont.ca <admin@northstormont.ca>;admin@papineaucameron.ca <admin@papineaucameron.ca>;admin@porthope.ca <admin@porthope.ca>;admin@puslinch.ca <admin@puslinch.ca>;admin@ryersontownship.ca <admin@ryersontownship.ca>;admin@siouxlookout.ca <admin@siouxlookout.ca>

 1 attachments (44 KB)

0001-2024 A Notice of Motion Landlord and Tenants Board.pdf;

You don't often get email from stephanie.smith@mississauga.ca. [Learn why this is important](#)

Good afternoon,

The Corporation of the City of Mississauga at its meeting on January 17, 2024 adopted Resolution 0001-2024 regarding A Notice of Motion for significant reforms at the Landlord and Tenant Board to alleviate the housing and homelessness crisis in Mississauga. An Acting Mayor's letter is to follow.

Thank you,



Stephanie Smith

Supervisor, Legislative Services

905-615-3200 ext.3831

Stephanie.smith@mississauga.ca

[City of Mississauga](#) | Corporate Services Department,
Legislative Services Division, Secretariat and Access & Privacy Section

Please consider the environment before printing.



MISSISSAUGA

RESOLUTION 0001-2024
adopted by the Council of
The Corporation of the City of Mississauga
at its meeting on January 17, 2024

0001-2024

Moved by: D. Damerla

Seconded by: M. Reid

WHEREAS the administration of residential tenancies in Ontario is generally the prerogative of the Provincial Government;

AND WHEREAS Mississauga has over 71,000 tenant households and 27% of its population are tenants;

AND WHEREAS the Landlord and Tenant Board (LTB) is an adjudicative tribunal created by the Provincial Government to resolve disputes between landlords and tenants through mediation or adjudication, resolve eviction applications from co-ops, and provide information to landlords and tenants about their rights and responsibilities;

AND WHEREAS the LTB offered in-person services at its regional location at 3 Robert Speck Parkway in Mississauga, offering daily on-site mediation, tenant duty counsel services, counter staff services for Mississauga residents, and hearings were scheduled for addresses located in Mississauga and Brampton five days per week;

AND WHEREAS the LTB moved to a remote service model in September 2020 and two months later decided to permanently remove all in-person services post pandemic;

AND WHEREAS this decision has created a digital divide for people living in rural and remote areas, people living with poverty who do not have sufficient broadband or devices to participate, people who do not speak French or English, survivors of intimate partner violence where home is not a safe space to conduct a hearing, and individuals with disability, literacy, or numeracy challenges, with the Advocacy Centre of Tenants Ontario finding in 2021 that 55.6% of tenants participated by phone compared to only 26% of landlords;

AND WHEREAS the LTB in 2018 allowed the terms of experienced adjudicators to elapse which created an adjudicator shortage creating delays that drew the Ombudsman of Ontario to investigate the Board such that in January 2020, landlords were waiting 7 weeks and tenants 8 weeks for their hearings;

AND WHEREAS the backlog was 22,803 cases when the investigation was announced in January 2020, the removal of in-person services and other operational decisions increased the backlog to 53,057 cases by March 2023. Some of those operational decisions included;

1) Removing regional scheduling and having disputes from across the province heard at every hearing block which precluded adjudicators from understanding the local

housing conditions and becoming familiar with the parties in order to issue just decisions;

- 2) Toronto and Ottawa matters are heard most often at the LTB with Mississauga applications given less priority, and homelessness prevention programs could no longer efficiently help residents without a hearing block dedicated to them;
- 3) The permanent closure of the regional office in Mississauga and elsewhere has slowed the LTB's ability to address urgent matters, parties cannot easily access documents without overcoming several digital barriers, and residents can not ask questions from knowledgeable and experienced staff to ensure that simple mistakes are caught prior to the day of their hearing;
- 4) Only select virtual hearing blocks are assigned mediators and moderators (virtual concierge helps participants on the day of their hearing to navigate the process) leaving adjudicators by themselves to manage the virtual waiting area, move people to breakout rooms and adjudicate the complex matters before them;
- 5) Where there are multiple applications regarding the same address they are heard in separate hearing blocks and assigned to different adjudicators which is both inefficient and creates a situation where unfair and inconsistent outcomes may arise;
- 6) Hallway conversations that used to resolve a large number of applications before proceeding to adjudication are no longer possible with virtual hearings with most matters proceeding directly for adjudication and increasing the Board's backlog;

AND WHEREAS the Ombudsman released its report in May 2023 and found that

- 1) "A significant number of tenants, in contrast to landlords, do not have access to video technology and must participate in hearings by phone," while the landlord and the adjudicators are in a video hearing room. Some tenants lack access to phones, rendering their participation in virtual hearings impossible without accommodation (Ombudsman's report, para. 198);
- 2) Virtual hearings are "chaotic," with participants struggling and sometimes failing to join their hearing, or "losing audio connection part way through." Adjudicators reported being unable to find and share documents on screen during a hearing. People are inappropriately placed on mute. Tenants cannot review documents when the landlord presents them and cannot share their screen if they have relevant evidence to rebut the landlord's evidence (Ombudsman's report, para. 215-220);
- 3) Delays in issuing Orders. The former Associate Chair admitted, "this is not ideal – let me be clear. We used to do 4 [days to issue orders], now we're at 30. We have a serious problem." (Ombudsman's report, para. 238);
- 4) Landlord applications took an average of 6 to 9 months to be heard but tenant applications about maintenance and tenants' rights issues took up to 2 years with some applications from 2017 yet to be resolved. (Ombudsman's Report, para. 6);
- 5) It was unconscionable to permit tenant applications to lie dormant for up to six years. "The official said the Board generally prioritized scheduling of landlord applications to reduce the backlog, because it could hear more applications in the available time. While tenant applications may be more time intensive, this does not justify shelving them in order to process landlord matters that can be more expeditiously disposed of. The Board should immediately triage the outstanding tenant matters"; (Ombudsman's report, para. 148);

AND WHEREAS the Ombudsman concluded that “[d]espite the dozens of specific recommendations I have already made, addressed at improving efficiencies ... at virtually every stage, I believe that more is required...Over the past few years, the Board has proven itself unequipped for the task of reducing its extraordinary backlog of applications..[the] Board is fundamentally failing in its role of providing swift justice to those seeking resolution of residential landlord and tenant issues.” (para. 306)

AND WHEREAS delivering computers or flip phones to parties and introducing an IT support line this year is insufficient to overcome the digital divide experienced by self-represented tenants when in-person services were taken away from their communities;

AND WHEREAS we have a housing crisis that is evidenced by the following:

- 1) In Canada, more than 235,000 people experience homelessness in any given year, and 25,000 to 35,000 people may be experiencing homelessness on any given night;
- 2) From 2022 to 2023, “Asking Rents” have increased across Ontario by from 10% to 35%, with 31.4% of Ontario’s renters being in core housing need;
- 3) In Mississauga, 39% (compared to 38% in Ontario) of renters spend more than 30% of their household income on rent, 17% (compared to 15% in Ontario) spend more than 50% of their household income on rent;
- 4) There has been an increase in all notices of eviction because of rapidly escalating rental prices, vacancy decontrol, and the impact of financialized housing;
- 5) Hearing delays at the LTB create larger arrears, which results in tenants being ineligible for accessing rent banks and other programs for support. Larger rental arrears also increase operating debts for social housing providers placing their rent-geared-to-income program in jeopardy;
- 6) With the LTB in disarray, and our housing and preventing homelessness supports restricted due to the LTB’s dysfunction, sustainable tenancies are lost. If a tenant is evicted from an affordable unit, that affordable unit is lost forever from the community because of vacancy decontrol;

AND WHEREAS homelessness and the housing crisis is felt most at the level of local government and the residents that they serve;

AND WHEREAS the LTB has failed and continues to fail in its stated role and process which has had an impact on residents across the province and on municipal human services which cannot compensate for the services and gaps created by the tribunal;

AND WHEREAS the Ministries of the Attorney General and of Municipal Affairs and Housing, the Premier of Ontario, and all Members of Provincial Parliament are mandated to provide a fair and efficient landlord and tenant adjudicative process that does not contribute to increased homelessness, but supports all tenants and in particular low-income residents, vulnerable people, and other equity-seeking individuals escape poverty, precarious housing, and systemic disadvantage;

AND WHEREAS in 2019 the Provincial government cut Legal Aid Ontario funding in the amount of \$130 million;

NOW THEREFORE IT BE RESOLVED

- 1) Council send a letter to Mississauga MPPs, the Attorney General, the Minister of Municipal Affairs and Housing, the Premier of Ontario (and all municipalities in Ontario), Tribunals Ontario, and the Landlord and Tenant Board highlighting the impact that the LTB's decision to remove all in-person services has had on Mississauga residents and the current housing crisis;
- 2) Request that the Government of Ontario immediately move forward on all 61 recommendations of the Ombudsman's Report;
- 3) Request that Tribunals Ontario bring back in-person hearings to ensure effective access to justice for all participants, at the same time permitting digital access where both parties are agreeable;
- 4) Request that the LTB bring back regional scheduling to improve access to housing and homelessness supports, to provide better service for people living with poverty who do not have sufficient broadband or devices to participate in virtual hearings, people who do not speak French or English, survivors of intimate partner violence where home is not a safe space to conduct a hearing, and individuals with disability, literacy, or numeracy challenges, and so that Adjudicators will have increased familiarity with the community;
- 5) Request that the LTB reopen counter service at 3 Robert Speck Parkway and all LTB regional offices so that LTB staff can provide parties with documents on the day of the hearing, can provide immediate support to parties for emergency matters, can minimize delays as documents can be reviewed for minor errors when they are filed, and can provide support for applicants and respondents in-person and can refer parties to appropriate resources;
- 6) Request that LTB operations are improved by revising LTB Forms and Notices to ensure they are written in plain language, by mailing correspondence to parties in a timely manner as an alternative to logging on to the portal, by improving website navigation, by reinstating the essential participation of mediators at every LTB session, and by improving back-office processes to ensure relevant documents are included in the LTB Portal promptly;
- 7) Request that the LTB create a Navigator Program to assess remote hearing suitability, to inform tenants of Tenant Duty Counsel and other community supports (such as interpreters and homelessness prevention programs), and to offer mediation services prior to the LTB hearing, and;
- 8) Request that the LTB conduct an annual review of all of its processes to ensure that is providing fair and accessible services, and to publicly post the findings in a transparent manner.
- 9) That the Provincial government re-instate funding to Ontario Legal Aid services in the amount of \$130 million.

Recorded Vote	YES	NO	ABSENT	ABSTAIN
Councillor S. Dasko	X			
Councillor A. Tedjo	X			
Councillor C. Fonseca	X			
Councillor J. Kovac	X			
Councillor C. Parrish	X			
Councillor J. Horneck	X			
Councillor D. Damerla	X			
Councillor M. Mahoney	X			
Councillor M. Reid	X			
Councillor S. McFadden			X	
Councillor B. Butt	X			

Carried (10, 0, 1 Absent)

**BOARD OF HEALTH
NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

Nipissing District:

Central Appointees

Karen Cook
Sara Inch
Jamie Lowery
Maurice Switzer
Dave Wolfe
Rick Champagne
Jamie Restoule

Eastern Appointee

Western Appointee

Parry Sound District:

Northeastern Appointee

Southeastern Appointee

Western Appointee

Public Appointees:

Blair Flowers
Marianne Stickland
Jamie McGarvey
Tim Sheppard
Catherine Still

Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Also Attending by Invitation

Executive Assistant, Director's Office

Christine Neily

Recorder

Nelly Bothelo

A regular meeting of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held virtually for Board of Health members, and will be live streamed for the public from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

Date: Wednesday, January 24, 2024

Time: 5:00 p.m. to 7:00 p.m.

AGENDA

1.0 CALL TO ORDER

2.0 ELECTIONS

2.1 Election of Chairperson

➤ *Notice of Motion*

2.2 Election of Vice-Chairperson

➤ *Notice of Motion*

3.0 APPROVAL OF THE AGENDA

- *Addition of New Agenda Items*
- *Notice of Motion*

4.0 CONFLICT OF INTEREST DECLARATION

5.0 APPROVAL OF THE PREVIOUS MINUTES

- 5.1 Board of Health Minutes – November 22, 2023
 - *Notice of Motion*
- 5.2 Board of Health Minutes In Camera – November 22, 2023
 - *Notice of Motion*
- 5.3 Board of Health Minutes – November 29, 2023
 - *Notice of Motion*
- 5.4 Board of Health Minutes In Camera – November 29, 2023
 - *Notice of Motion*

6.0 DATE OF NEXT MEETING

- 2024 Meeting Schedule
- *Notice of Motion*

7.0 APPOINTMENT OF STANDING COMMITTEES FOR 2024

- *Notice of Motion*

8.0 APPOINTMENT OF SIGNING OFFICERS FOR 2024

- *Notice of Motion*

9.0 APPOINTMENT OF LEGAL ADVISORS FOR 2024

- *Notice of Motion*

10.0 BUSINESS ARISING

11.0 REPORT OF MEDICAL OFFICER OF HEALTH

12.0 BOARD COMMITTEE REPORT

13.0 CORRESPONDENCE

14.0 NEW BUSINESS

- 14.1 Quality Issue Report 2023 – Report to the Board
- 14.2 Association of Local Public Health Agencies (ALPHA) Winter Symposium Registration
 - *Notice of Motion*
- 14.3 Meeting Schedule 2023 – Revised
 - *Notice of Motion*

15.0 IN CAMERA

- 15.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

16.0 ADJOURNMENT

If you are not able to attend the meeting, please notify Nelly Bothelo at 705-474-1400, extension 5272.

Thank you.

Approved by,

Carol Zimbalatti, M.D., CCFP, MPH
Medical Officer of Health/Executive Officer

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 22, 2023, 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 Appointees

Karen Cook

Central Appointees

Sara Inch

Central Appointees

Jamie Lowery

Central Appointees

Dave Wolfe

Eastern Appointee

Rick Champagne (*Chairperson*)

Western Appointee

Jamie Restoule

Parry Sound District:

Southeastern Appointee

Marianne Stickland

Western Appointee

Jamie McGarvey (*Vice-Chairperson*)

Public Appointees:

Tim Sheppard

Catherine Still

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Executive Director, Community Services

Louise Gagné

Executive Director, Finance

Isabel Churcher

Executive Assistant, Director's Office

Christine Neily

REGRETS:

Central Appointees

Maurice Switzer

Northeastern Appointee

Blair Flowers

Recorder

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

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 5.10 p.m. Mr. Champagne announced the recent appointment of Dr. Zimbalatti as the Medical Officer of Health by the Ministry.

2.0 APPROVAL OF THE AGENDA

The agenda for the November 22, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/11/01 *Stickland/Still

Be It Resolved, that the Board of Health Agenda, dated November 22, 2023, 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 McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“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 – September 27, 2023

The minutes from the Board of Health meeting held on September 27, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/11/02 *Cook/Restoule

Be It Resolved, that the minutes from the Board of Health meeting held on September 27, 2023, 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 McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

4.2. Board of Health In Camera Minutes – September 27, 2023

The minutes from the Board of Health meeting held on September 27, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/11/03 *Still/Lowery

Be It Resolved, that the in-camera minutes from the Board of Health meeting held September 27, 2023, 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 McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe			X
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

5.0 DATE OF NEXT MEETING

Date: November 29, 2023
Time: 5.30 p.m
Location: 345 Oak Street West, North Bay, Ontario

6.0 BUSINESS ARISING

6.1. Intimate Partner Violence and Recommendations for Local Public Health Action

The following motion was read:

Board of Health Resolution #BOH/2023/11/04 *Inch/Lowery

Whereas, the Ontario Public Health Standards identifies violence as a topic for consideration within the Substance Use and Injury Prevention Standard and requires public health units to use a comprehensive health promotion approach that addresses risk and protective factors to reduce the burden of preventable injuries in the health population;

Whereas, the Ontario Public Health Standards require public health units to monitor and assess trends related to injuries;

Whereas, public health units and their programs, such as Healthy Babies Healthy Children and Sexual Health, respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence within individual client care using best practices;

Whereas, it is well documented that Intimate Partner Violence is a serious preventable problem that significantly impacts victims and their children with effects across the lifespan and has considerable societal costs associated with medical and mental health services, lost productivity, and criminal justice and child welfare costs;

Whereas, responding to and preventing Intimate Partner Violence requires urgent and sustained evidence-based interventions by multisectoral agencies at a local and provincial level that are effective in preventing violence, and effective in changing risk and increasing protective factors, especially in adolescents and young adults;

Whereas, Intimate Partner Violence is generally underreported. Locally reported police, victim, and healthcare service data likely does not represent the full extent of Intimate Partner Violence, nor the risk and nature of the abuse and how it varies across specific population groups (e.g., 2sLGBTQ+, Indigenous) and age groups. Local level survey data is not available on Intimate Partner Violence, as collected through the Statistics Canada General Social Survey on Canadian's Safety (Victimization), or Adverse Childhood Experiences (ACEs);

Therefore Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit is committed to being a member on the Violence against Women Coordinating Committee (VAWCC) of Nipissing and VAWCC of Parry Sound, and support the efforts of staff to research and consult with local, regional, and provincial experts and community partners to enhance surveillance methodologies, knowledge of effective prevention strategies, promotion of local services, and capacity for collective action and evaluation; and,

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to invest in surveillance and analytical methodologies at a provincial and local public health unit level to gain a better understanding of the prevalence of Intimate Partner Violence and Adverse Childhood Experiences and to permit monitoring of trends, and data-informed action; and,

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to develop a Provincial Intimate Partner Violence strategy to support the identification, implementation, evaluation, and monitoring of effective violence prevention strategies; and

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario and the Ministry of Children, Community and Social Services (MCCSS) to increase the funding allocated to the Healthy Babies Healthy Children Home Visiting program that is operated out of local public health units. The program directly services individual parents who need more support. Within this work, staff respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence. The annual budget for the Healthy Babies Healthy Children program has not increased in over 10 years.

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Merrilee Fullerton (Minister of Children, Community and Social Services), Sylvia Jones (Minister of Health), the Honourable Michael Kerzner (Solicitor General of Ontario), Josée Bégin (Assistant Chief Statistician, Statistics Canada), and Chairs of the VAWCC of Nipissing and VAWCC of Parry Sound.

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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

"Carried"

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the November 22, 2023, meeting was presented to the Board of Health for information purposes.

Comments and questions were taken and answered.

8.0 BOARD COMMITTEE REPORTS

There were no Committee Reports to bring forward.

9.0 CORRESPONDENCE

Board of Health correspondence listed for the November 22, 2023 meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Endorsement of Ontario Public Health Association's Letter on Modernizing Alcohol Marketplace and Product Sales.

The following motion was read:

Board of Health Resolution #BOH/2023/11/05 *McGarvey/ Restoule

Whereas, Alcohol is a well-established risk factor for death, disease (including certain cancers, cardiovascular disease, liver disease), disability, unintentional injury, risky behaviour, social problems, and violence or aggressive behaviour;

Whereas, The Health Unit district has significantly higher rates of emergency department visits and hospitalizations due solely to alcohol consumption, compared to Ontario;

Whereas, The Health Unit district has significantly higher rates of heavy drinking episodes for persons aged 19 years or older compared to Ontario;

Whereas, Increased availability and affordability of alcohol has a particularly negative impact on school-aged Ontarians, for whom the risk of adverse outcomes from drinking is greater than adults. Alcohol is a leading risk factor for worsening academic performance, injury, violence, suicide, and death in youth;

Whereas, Within the Health Unit district a majority of high schools (87%) and almost two-thirds of post-secondary institutions (63%) are within a 3km distance of an alcohol retailer.

Whereas, When alcohol becomes more available and affordable, there is an associated increase in healthcare costs, lost productivity, criminal justice and other direct costs;

Whereas, The 2019 regulatory changes that have led to the relaxation of alcohol control policies have already placed Ontarians at an increased risk of harms and health related outcomes;

Therefore Be It Resolved, That the Board of Health endorse the [Letter](#) from the Ontario Public Health Association on Modernizing Alcohol Marketplace and Product Sales to raise awareness about, and work to reduce the impact of increased access to alcohol; and

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to implement the following policy measures:

- Reduce retail density
- Maintain or decrease hours of sale, with no exceptions
- Strengthen Ontario’s alcohol pricing policies including taxation, minimum pricing or other means.
- Stop further privatization of alcohol sales
- Apply a whole of government, health-in-all-policies approach to alcohol modernization, and

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Sylvia Jones (Minister of Health) and the Association of Local Public Health Agencies (alPHA).

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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

11.0 IN CAMERA

11.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

Board of Health Resolution #BOH/2023/11/06 *Stickland/Lowery

Be It Resolved, that the Board of Health move in camera at 6:04 p.m. to discuss item #11.1. A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

At the close of the in camera session, the following motion was read:

Board of Health Resolution #BOH/2023/11/07 *Wolfe/Still

Be It Resolved, that the Board of Health rise and report at 6:59 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 McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

Direction was provided; there was nothing further to report.

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.00 p.m.

Original Signed by Rick Champagne

2024-01-24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Nelly Bothelo

2024-01-24

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 29, 2023, 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
Central Appointee
Eastern Appointee
Central Appointee
Western Appointee

Sara Inch
Dave Wolfe
Rick Champagne (*Chairperson*)
Maurice Switzer
Jamie Restoule

Parry Sound District:

Northeastern Appointee
Southeastern Appointee

Blair Flowers
Marianne Stickland

Public Appointees:

Tim Sheppard
Catherine Still

ALSO IN ATTENDANCE:

Acting Medical Officer of Health/Executive Officer
Executive Director, Finance
Executive Director, Clinical Services
Executive Director, Community Services
Executive Director, Corporate Services
Executive Director, Human Resources
Executive Assistant, Director's Office

Dr. Carol Zimbalatti
Isabel Churcher
Shannon Mantha
Louise Gagné
Paul Massicotte
Josée Goulet
Christine Neily

REGRETS:

Central Appointee
Western Appointee
Central Appointee

Jamie Lowery
Jamie McGarvey (*Vice-Chairperson*)
Karen Cook

Recorder

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

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 5.48 p.m.

2.0 APPROVAL OF THE AGENDA

The agenda for the November 29, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/11/01 *Wolfe/Stickland

Be It Resolved, that the Board of Health Agenda, dated November 29, 2023, 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 McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

5.0 DATE OF NEXT MEETING

Date: January 24, 2024

Time: To be determined

Place: To be determined

6.0 BUSINESS ARISING

6.1 Report back on ALPHA Fall Symposium 2023

Sara Inch & Dr. Zimbalatti attended the virtual session on Risk Communication and Human Rights Lens at the ALPHA Fall symposium.

Key points from the session:

Implementing a Human Rights-Based Approach (HRBA) in seven stages.

Public health faced accusations of human rights breaches during the COVID-19 pandemic.

- In emergencies, it's acceptable to bypass some HRBA steps, compensating for it later.
- Human rights tribunal ruled that mask mandates during the pandemic didn't violate human rights.
- Only the legislature can amend the Ontario Human Rights Code.
- Caste-based discrimination is a policy position, not a ruling; tribunals follow policy positions.
- Policy drafters use policy positions to inform legislation.
- In vaccine-related cases, there's a right not to be vaccinated, but it doesn't grant unrestricted access.

Implementing a Human Rights-Based Approach involves a thorough process, considering historical context, community needs, and cultural nuances. Flexibility, inclusivity, and community engagement are key elements. Emergency situations might warrant bypassing some steps temporarily. Specific case examples illustrate the intersection of human rights, health policies, and risk communication strategies. Communication is a process, not an event.

Dr. Zimbalatti attended other sessions as well at the alPHa Fall symposium. She shared a few highlights:

- Organizations can move the human rights agenda forward by following a Human Rights approach, informing partners and the public that they do so, and explain what that means.
- Dr. Moore spoke at the symposium and announced that the Chief Medical Officer of Health Annual Report will be released shortly with a focus on tobacco, alcohol, opioids, and cannabis. He also shared that there will be a population health assessment plan in Ontario in collaboration with Public Health Ontario with a report back to the Legislature.
- Health Units that underwent merger shared their experiences and lessons learned – the biggest effort they had to put in was around aligning leadership and culture between two health units.
- In the discussion which followed the presentation on merger experiences, the membership indicated that it would be useful if alPHa created and made available to members a repository of merger resources. alPHa leadership indicated this is something they felt they could do.

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

No report of the Medical Officer of Health was prepared for this meeting.

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/2023/11/02 *Stickland/Sheppard

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 approves the 2024 Board of Health Public Health Budget, as presented, with a total shareable base of \$17,360,680.

Furthermore Be It Resolved, that on the recommendation of the Finance and Property Committee the Board of Health for the North Bay Parry Sound District Health Unit approves 2% of the 2024 municipal share be paid from the municipal reserve and the remainder levied to the municipalities.

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	R			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	R			Catherine Still	X		

“Carried”

9.0 CORRESPONDENCE

10.0 NEW BUSINESS

11.0 IN CAMERA

11.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

Board of Health Resolution #BOH/2023/11/03 *Wolfe/Flowers

Be It Resolved, that the Board of Health move in camera at 6:12 p.m. to discuss item #11.1. A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

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 McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

“Carried”

At the close of the in camera session, the following motion was read:

Board of Health Resolution #BOH/2023/11/04 *Wolfe/Still

Be It Resolved, that the Board of Health rise and report at 6:36 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 McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

“Carried”

Upon rising and reporting, the following motion was read:

Board of Health Resolution #BOH/2023/11/05 *Wolfe/Stickland

Whereas mergers by public health units under the Ministry of Health’s Strengthening Public Health plan are currently referred to as voluntary, yet mergers are increasingly being understood to be necessary for local public health unit sustainability; and

Whereas feasibility assessments must be completed in time to inform the merger fund application within the Annual Service Plan, which is to be submitted in March 2024;

Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit directs staff to request provincial one-time funding for consultation to study the feasibility and potential risks and benefits of mergers with neighbouring public health units; and

Furthermore Be It Resolved, That additional Board of Health direction be sought should further consultation result in a recommendation to change the focus of the feasibility assessment of voluntary mergers with other regional local public health agencies.

Furthermore Be It Resolved, That the Board of Health approves consulting externally for the completion of the feasibility assessment without undertaking a fulsome Request for Proposal (RFP) process.

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 McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

“Carried”

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.00 p.m.

Original Signed by Rick Champagne

2024-01-24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Nelly Bothelo

2024-01-24

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)



CLEARVIEW
TOWNSHIP

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

December 12, 2023

File: C00.2023

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

Sent by Email

RE: Cemetery Transfer/Abandonment Administration & Management Support

Please be advised that Council of the Township of Clearview, at its meeting held on December 11, 2023, passed a resolution regarding Cemetery Transfer/Abandonment Administration & Management Support as follows:

Moved by Councillor Walker, Seconded by Councillor Broderick, Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

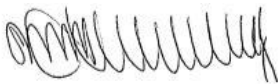
Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries; Page 6 of 7
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities. Motion Carried.

For reference, please find attached the Staff Report LS-032-2023 that provides background for the above resolution. If you have any questions, please do not hesitate to contact the undersigned.

Regards,



Sasha HelmKay-Playter, B.A., Dipl. M.A., AOMC
Clerk/Director of Legislative Services

cc: Jim Cassimatis, BAO Interim CEO/Registrar
MPP Simcoe Grey, Brian Saunderson
Ontario Municipalities



Staff Report

To: Mayor and Council

From: Sasha Helmkey, Clerk/Director of Legislative Services

Date: December 11, 2023

Subject: Report # LS-032-2023 – Cemetery Transfer/Abandonment Administration & Management Support

Recommendation

Be It Resolved that Council of the Township of Clearview hereby receives Report LS-032-2023 (Cemetery Transfer/Abandonment Administration & Management Support) dated December 11, 2023; and,

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

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

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities.

Background

Under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed.

Over the last decade there appears to be a trend where cemeteries in Ontario are being transferred, whether through abandonment or a mutually agreed upon transfer, to the care and control of municipalities. This is often seen when there is a breakdown in existing cemetery boards and/or when churches cease operations. For many existing private cemetery boards their board members and volunteers are aging and are unable to assist with the operations and maintenance of the cemetery any longer. Finding new members proves to be difficult for these boards to continue. In addition to aging board members, there are other issues that are contributing to the increase in cemetery transfers:

- high maintenance costs
- inaccuracy of records
- lack of financial and human resources to effectively operate and maintain the cemetery

- increased regulatory processes that require ongoing training for selling of interment rights, and the financial operation of the care and maintenance fund, etc.

Township Owned Cemeteries

The Township of Clearview currently owns and operates nine (9) cemeteries within its geographic boundaries. Out of these nine cemeteries, four (4) are considered active meaning that there are still interment rights to be sold, or burials to take place. Below is a chart outlining these cemeteries and their status:

Cemetery Name	Address	Status
Batteau Hill Cemetery	2670 County Road 124, Duntroon	Inactive
Bethel Union Cemetery	2249 Creemore Avenue, New Lowell	Inactive
Dunedin Union Cemetery	9 Turkeyroost Lane, Dunedin	Active
Duntroon Pioneer Cemetery	2870 County Road 124, Duntroon	Inactive
Lavender Cemetery	827103 Mulmur/Nottawasaga Townline, Creemore	Active
Old Zion Presbyterian Church Cemetery	6130 Highway 26, Sunnidale Corners	Inactive
Second Line Nottawasaga Cemetery	2279 County Road 42, Stayner	Active
Stayner Union Cemetery	7661 Highway 26, Stayner	Active
Zion Presbyterian Church Cemetery	12358 County Road 10, Sunnidale Corners	Inactive

For the Dunedin and Stayner Union Cemetery, the Township looks after the maintenance and burials through a third-party contractor. The maintenance and burials for the Lavender Cemetery are conducted through the Board. For the Second Line Nottawasaga Cemetery all the interment rights have been sold, but there remains one burial to be completed. The cost to maintain an active cemetery is expensive. Although burial costs and the installation of markers, etc. are cost recovery through the purchaser, grounds maintenance is not.

Inactive cemeteries still require consistent grounds maintenance, which includes any monument restoration for health and safety, and record searches for the public register.

Comments and Analysis

When analyzing the number of cemeteries that Clearview Township currently owns and operates, maintenance and administration is a large undertaking. To add any additional cemeteries by way of transfer or abandonment will only compound the issues the Township is already facing. In the past year, the Township has been approached by two separate entities regarding possible cemetery transfers. When a board or cemetery transfers ownership to the municipality, the issues are transferred with it. Municipalities are not immune to the same concerns. It becomes a strain on municipal resources, financially, administratively, and operationally.

Administrative Impact

From an administrative perspective the management of four active cemeteries is both time consuming and complex. No interment is the same, and providing good customer service takes time especially for those making arrangements while also dealing with grief. Administrative tasks include but are not limited to: interment right sales and mapping, burial contracts and scheduling, monument placement, historical record searches, plot and monument staking, fees and charges review, family transfers of interment rights and annual reporting to the Bereavement Authority of Ontario (BAO).

- **Incomplete records**

Often the records accepted by the Township from a dissolved cemetery board or church are incomplete and disorganized. This is no fault of the previous board members, as they are also often operating with limited resources. However, it does make it difficult to manage the cemetery post-transfer when records are sparse. Understanding which plots are occupied and by who is critical to the sound management of a cemetery. Unfortunately, this is not made possible in all cases because of incomplete records. In addition, records received during a transfer usually are maintained under different records management standards and are often organized and named inconsistently. Adaptation to Township records keeping practices takes time.

- **Lack of human resources**

Cemetery management is a highly regulated professional field, with the responsibility of which is often placed on public sector employees who may have limited knowledge of cemeteries in general. With reduced resources within municipalities especially rural ones, the management of cemeteries often becomes a secondary responsibility to another position. There is also a lack of affordable training available for municipal employees who are required to abide by regulations set out by the FBCSA and the BAO.

- Increased regulatory processes

Annual reporting requirements of the BAO can be extensive and complex. This includes monitoring the number of interments, the transfers to the Care and Maintenance Fund (C&M), and how the C&M fund can be used. There are also regulations pertaining to maintaining a public register, how sales are to be conducted and strict guidelines on Cemetery By-law approvals, and expansions including the erection of columbaria structures.

- Inconsistent cemetery regulations

Cemeteries can have many different regulations related to plot size, number of burials allowed in a given plot, monument size, what types of flowers/shrubs are allowed to be installed near a headstone etc. The transfer of different cemeteries having inconsistent regulations can make it difficult to adapt management practices in order to maintain original cemetery operational standards.

Operational Impact

Similarly, from an operational perspective the grounds maintenance of cemeteries, whether active or inactive, is both time consuming and complex. A key issue when analyzing the maintenance component of cemetery management is the lack of financial resources to support the operation. Cemetery maintenance includes, but is not limited to: grass cutting (whipper snipping around monuments), tree and shrub maintenance, monument and corner stone maintenance, water pipe and washroom monitoring, and general upkeep of cemetery grounds (removal of debris, etc.).

- High maintenance costs

As with many services, there are rising costs to contend with. Municipalities have adopted different models to address the maintenance of such, with third party contractors being commonly used or it becomes the responsibility of an internal department such as Parks & Recreation. Regardless the model, the costs have increased significantly over the last decade with equipment purchases/upgrades, insurance requirements for third-party contractors, and the time it takes to cut the grass and whipper snip around monuments. To put it into perspective, the Stayner Union Cemetery with the expansion is 25 acres with monuments to manoeuvre around during ground care. Other considerations for maintenance includes monument restoration and ensuring that they are not deteriorated to the point where they are unsafe. This is important for older cemeteries where restoration hasn't been provided in the past and there are many deteriorating monuments.

- Cost of cemetery management software

Cemetery Management Software can help municipalities manage cemetery records, including plot sale contracts, interment rights certificates, and regulatory reporting.

However, these software solutions are often expensive and require a large amount of staff time to implement especially with incomplete data and records. These software solutions range in price from \$5,000 to \$100,000 with annual maintenance costs. This investment in software can be a large budget request and one that would need to be supported from taxation with the limited funds in cemetery general accounts.

- **Inadequate Care and Maintenance funds**

When the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) was enacted, it stipulated that a care and maintenance fund for a cemetery shall be established. A cemetery operator is required to make contributions to the fund from the sale of in-ground graves, crypts, tombs, niches, scattering rights and monument installation. The contribution is prescribed under the FBCSA and differs dependant on the interment type. The idea is that the fund (income earned from the fund - interest) pays for maintenance costs after a cemetery has stopped making sales. In reality, this concept does not produce enough funds to maintain a cemetery. Looking at the Stayner Union Cemetery as an example, for the very basics (grass cutting and whipper snipping) the interest from the care and maintenance fund does not provide enough monies to maintain the cemetery for the 7 months it's required. In addition, the care and maintenance fund is also to be utilized for the stabilization, maintenance and security of markers. Cemeteries are not self funding, and maintenance of such is becoming a larger budget concern.

Support Request

Cemetery transfers and abandonments have been an ongoing concern for Clearview Township for many years. When you look at the large geography of the Township there are many cemeteries within the boundaries that have the potential to be transferred. To gauge the concern of other municipalities on this issue, staff addressed it at a Simcoe County Clerks group discussion. Many neighbouring municipalities expressed that they were dealing with the same issues and have also been approached by different external entities on possible transfers.

As result of the discussion, it was agreed that to assist with the real concerns with transfers and abandonments of cemeteries, it's vital that the Province provide assistance to adequately support this infrastructure. Support can be provided in many different forms, with staff making the following recommendations for the Ministry of Public and Business Service Delivery and the BAO:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;

- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

There is not one solution to solve all the issues, but at the very least it's important to identify the concerns and have open and real discussions at the provincial level on what support can be provided.

Clearview's Strategic Plan

The above initiative supports the following strategic pillars:

- Governance

Financial Implications

It is difficult to identify an exact dollar amount that can be attributed to a cemetery transfer/abandonment to the municipality. Every transfer is different and depends on a multitude of factors beginning with the cemetery status (active/inactive), acreage, care and maintenance fund (if any), maintenance of records, etc. What is being recommended by staff by way of support from the province is not meant to erase the costs entirely, but rather, to alleviate the financial burden in some capacity.

Report Appendices

Not applicable.

Approvals

Submitted by:	Sasha Helmkey, B.A., Dipl. M.A., AOMC, Clerk/Director of Legislative Services
Reviewed by:	Krista Pascoe, Deputy Clerk
Financial Implications Reviewed by:	Kelly McDonald, Treasurer
Approved by:	John Ferguson, CAO

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



Received December 21, 2023
C-2023-442

December 21, 2023

Hon. Todd McCarthy
Minister of Public and Business Service Delivery
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

sent via email Todd.McCarthy@pc.ola.org

Dear Hon. Todd McCarthy,

Re: Provincial Cemetery Management Support Request – Tay Township

Tay Township Council passed the following resolution during the December 20, 2023 Council Meeting regarding the Provincial Cemetery Management Support Request:

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

TAY TOWNSHIP

450 Park Street
PO Box 100
Victoria Harbour, Ontario
L0K 2A0



And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

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

- Amending the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost;

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Jill Dunlop and all Ontario municipalities.

Sent on behalf of Tay Township Council.

Yours truly,

A handwritten signature in black ink, appearing to read 'Katelyn Johns'.

Katelyn Johns, MPPA
Municipal Clerk

Cc: Jim Cassimatis, BAO Interim CEO/Registrar, Hon. Jill Dunlop, Minister of Colleges and Universities/MPP, and all Ontario municipalities.

January 10, 2024

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

SENT ELECTRONICALLY

Todd.McCarthy@pc.ola.org

Re: Cemetery Transfer/Abandonment Administration & Management Support Request

Please be advised that at its meeting of January 9, 2024, the Council of the Corporation of the Township of Wainfleet passed the following motion:

“**THAT** the Township of Wainfleet receive C-2023-430 from the Township of Clearview and C -2023-442 from the Township of Tay regarding cemeteries and that we send a resolution of support for their correspondences to all appropriate parties.”

Should you have any questions, please contact me at achrastina@wainfleet.ca or 905-899-3463 ext. 224.

Regards,



Amber Chrastina
Deputy Clerk

Cc: Jim Cassimatis, BAO Interim CEO/Registrar
MPP Niagara West, Sam Oosterhoff
Ontario Municipalities

Cemetery Transfer/Abandonment Administration & Management Support

Stasia Carr <scarr@gorebay.ca>

Fri 1/19/2024 3:53 PM

To:'Stephanie Smith' <Stephanie.Smith@mississauga.ca>;311@toronto.ca <311@toronto.ca>;clerksoffice@carling.ca <clerksoffice@carling.ca>;admin@dawneuphemia.on.ca <admin@dawneuphemia.on.ca>;admin@dnetownship.ca <admin@dnetownship.ca>;admin@eganville.com <admin@eganville.com>;admin@frontofyonge.com <admin@frontofyonge.com>;admin@greatermadawaska.com <admin@greatermadawaska.com>;admin@hiltontownship.ca <admin@hiltontownship.ca>;admin@jocelyn.ca <admin@jocelyn.ca>;deputyclerk@merrickville-wolford.ca <deputyclerk@merrickville-wolford.ca>;admin@midland.ca <admin@midland.ca>;admin@mindenhills.ca <admin@mindenhills.ca>;admin@nipissingtownship.com <admin@nipissingtownship.com>;admin@northstormont.ca <admin@northstormont.ca>;admin@papineaucameron.ca <admin@papineaucameron.ca>;admin@porthope.ca <admin@porthope.ca>;admin@puslinch.ca <admin@puslinch.ca>;admin@ryersontownship.ca <admin@ryersontownship.ca>;admin@siouxlookout.ca <admin@siouxlookout.ca>

You don't often get email from scarr@gorebay.ca. [Learn why this is important](#)

Please see the resolutions below passed by Gore Bay Council on January 8th, 2024.

15692

Moved by Dan Osborne

Seconded by Aaron Wright

WHEREAS, our municipality does not currently exclusively operate a cemetery, but does so in partnership with our neighboring municipality Gordon Barrie Island; AND WHEREAS, a letter has been received containing recommendations for support by Ontario municipalities; AND WHEREAS Gore Bay Council acknowledges the operation of a cemetery poses additional burdens; THEREFORE BE IT RESOLVED THAT Gore Bay supports the recommendations outlined in the received letter from Clearview Township pertaining to the operation of a cemetery in a municipality's jurisdiction and this resolution be circulated to Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Mike Mantha and all Ontario municipalities.

Carried

Stasia Carr

Clerk

Town of Gore Bay

15 Water Street

Gore Bay, Ontario

P0P 1H0

(705)282-2420 x.2

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The Corporation of the Township of Georgian Bluffs

January 18, 2024

Re: Township of Georgian Bluffs Resolution - AMO - Social and Economic Prosperity Review

To whom I may concern,

Please be advised that Council for the Township of Georgian Bluffs considered the above-noted matter and passed resolution RES2024-004 at the January 17, 2024, meeting of Council:

Moved By: Councillor Cathy Moore Coburn

Seconded By: Councillor Tobin Day

WHEREAS current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life; and

WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year; and

WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation; and

WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure; and

WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises; and

WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity; and

WHEREAS property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need; and

WHEREAS the province can, and should, invest more in the prosperity of communities; and



The Corporation of the **Township of Georgian Bluffs**

WHEREAS municipalities and the provincial government have a strong history of collaboration; and

THEREFORE, BE IT RESOLVED THAT the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario.

Thank you,

Rayburn Murray
Deputy Clerk
Township of Georgian Bluffs
519-376-2729 x. 603 | rmurray@georgianbluffs.ca



REGULAR MEETING OF THE LIBRARY BOARD, Monday January 8, 2024
365 Hwy 531, Bonfield ON POH 1E0

PRESENT: Leslie Larocque, Britney Morin, Gail Johnston, Donna Clark, Storme Van Rassel

STAFF: Jeannette Shields

- 24-01 Moved by: Storme Van Rassel
THAT the Library Board Meeting be opened at 7:00pm.
Seconded by: Donna Clark
Carried: Leslie Larocque
- 24-02 Moved by: Donna Clark
THAT the Library Board Regular Meeting Agenda be approved as amended.
Seconded by: Storme Van Rassel
Carried: Leslie Larocque
- 24-03 Moved by: Storme Van Rassel
THAT the minutes of the Library Board Meeting held November 13, 2023 be adopted as circulated.
Seconded by: Donna Clark
Carried: Leslie Larocque
- 24-04 Moved by: Donna Clark
THAT reports circulated be approved as presented.
Seconded by: Storme Van Rassel
Carried: Leslie Larocque
- 24-05 Moved by: Storme Van Rassel
That the Bonfield Public Library Board authorizes the transfer of \$100.00 dollars from the Board Account to the Operating Revenue Budget account #1-75-750-438-000 Donations Account to offset the purchase of library expenses incurred in the 2023 operating budget
Seconded by: Donna Clark
Carried: Leslie Larocque
- 24-06 Moved by: Donna Clark
That the Bonfield Public Library Board approves the amended social media policy #23-61
Seconded by: Storme Van Rassel
Carried: Leslie Larocque
- 24-07 Moved by: Storme Van Rassel
THAT the Library Board meeting be adjourned at 7:47pm
Seconded by: Donna Clark
Carried: Leslie Larocque

Secretary

Chairperson

Ministry of Finance

Provincial-Local Finance Division

Frost Building North
95 Grosvenor Street
Toronto, ON M7A 1Y7

Ministère des Finances

Division des relations provinciales
municipales en matière de finances

Édifice Frost Nord
95 rue Grosvenor
Toronto, ON M7A 1Y7



January 22, 2024

Dear Treasurer/Clerk-Treasurer:

I am writing to advise you of the status of your municipality's 2024 Ontario Municipal Partnership Fund (OMPF) first quarter payment.

As you know, the Ministries of Finance (MOF) and Municipal Affairs and Housing (MMAH) have communicated OMPF reporting obligations and associated timelines on several occasions. Most recently, on November 28, 2023, MMAH advised that 2024 OMPF payments would be withheld, starting with the first quarterly payment, for municipalities whose 2022 and previous years' Financial Information Returns (FIRs) remain outstanding.

MMAH has confirmed that as of January 15, 2024, your municipality's 2022 FIR remains outstanding. Consequently, the payment indicated in Section C of the enclosed *Withheld Payments Notice* is subject to holdback.

The release of this withheld payment will take place as part of the quarterly payment issuance that follows the submission of the outstanding FIR. For your reference, the next scheduled quarterly payment will take place during the third week of April 2024.

In order to avoid any unnecessary delay in receiving the currently withheld and future OMPF payments, please ensure that your municipality's outstanding 2022 FIR is filed with the MMAH as soon as possible.

.../2

D-1A

If you have any questions regarding the processing of this payment, please contact Alula Yimam at (437) 216-9863 or at alula.yimam@ontario.ca.

Sincerely,



Mary Iannaci
Director
Municipal Funding Policy Branch

Attachment

c: Ian Freeman
Assistant Deputy Minister
Provincial-Local Finance Division
Ministry of Finance

Ruchi Parkash
Director
Municipal Finance Policy Branch
Ministry of Municipal Affairs and Housing

Ontario Municipal Partnership Fund (OMPF)
Withheld Payment Notice



Township of Bonfield

4826

A. Total 2023 OMPF (2023 Allocation Notice, Line A)			\$694,500	
B. 2023 OMPF Quarterly Payments Schedule			\$694,500	
1.	2024 OMPF First Quarter Payment	<i>Withheld January 2024</i>	\$173,625	
2.	2024 OMPF Second Quarter Payment	<i>Scheduled for April 2024</i>	\$173,625	
3.	2024 OMPF Third Quarter Payment	<i>Scheduled for July 2024</i>	\$173,625	
4.	2024 OMPF Fourth Quarter Payment	<i>Scheduled for October 2024</i>	\$173,625	
C. Payment Withheld in January			See Note below	\$173,625
1.	2024 OMPF First Quarter Payment	<i>Withheld January 2024</i>	\$173,625	

Note: The payment indicated in Section C is currently on holdback pending submission of your municipality's outstanding 2022 Financial Information Return (FIR). Please refer to the enclosed correspondence regarding this matter.

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

BY-LAW NO. 2024-06

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

WHEREAS it is the desire of Council to confirm all Proceedings and By-Laws:

NOW THEREFORE the Council of the Corporation of the Township of Bonfield **ENACTS AS FOLLOWS:**

1. THAT the Confirmatory Period of this By-Law shall be for all Regular Council and Special Meetings from January 9, 2024 to January 30, 2024 inclusive.
2. THAT all By-Laws passed by the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.
3. THAT all resolutions passed by the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.
4. THAT all other proceedings, decisions and directions of the Council of the Township of Bonfield during the period mentioned in Section 1 are hereby ratified and confirmed.

READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS 30th DAY OF JANUARY 2024.

MAYOR

CLERK