

# Corporation of the Township of Chisholm

Municipal Office/Council Chambers: 2847 Chiswick Line, Powassan, Ont. P0H 1Z0  
Phone (705)724-3526 - Fax (705)724-5099 [info@chisholm.ca](mailto:info@chisholm.ca)

## **AGENDA** **COUNCIL MEETING** **TUESDAY, JUNE 25, 2024 7:00 PM**

### **1. CALL TO ORDER & ACKNOWLEDGE FIRST NATIONS PEOPLES AND LAND**

*"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings."*

### **2. NOTIFICATION OF PECUNIARY INTEREST**

### **3. ADOPTION OF AGENDA**

### **4. ADOPTION OF MINUTES** – June 11, 2024 Regular Council Meeting Minutes

### **5. APPROVAL OF ACCOUNTS** – None

### **6. PRESENTATIONS AND DELEGATIONS**

- (a) East Parry Sound Community Support and Services – Leslie Price
- (b) Powassan and District Food Bank – Diane Cole and John Thomson

### **7. OPEN FORUM**

### **8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS**

- (a) Mayor and Council Reports
  - Mayor – General Update
- (b) Committee Reports
  - Minutes, AGM Golden Sunshine, May 16, 2024 (Encl.)
  - Minutes, Golden Sunshine, May 21, 2024 (Encl.)
  - DNSSAB Homelessness Hub Feasibility Study (Encl.)
  - DNSSAB Homelessness Indicators and Hub Alternatives Report (Encl.)
  - DNSSAB Housing Needs and Supply Study (Encl.)
- (c) Correspondence
  - AMO Policy Update (Encl.)
  - AMO Watchfile, June 20, 2024 (Encl.)

### **9. REVIEW BUDGET REPORT** – None

### **10. PUBLIC WORKS REPORTS** - None

### **11. NEW BUSINESS**

- (a) By-law 2024-17, being a by-law to enter into an agreement with AMO for the Canada Community-Building Fund (CCBF) (Encl.)
- (b) Report to Award Gravel Tender (Encl.)
- (c) Resolution to accept the Community Risk Assessment Plan for The Township. (Encl.)
- (d) Discussion Green Municipal Fund Invitation (Encl.)
- (e) Resolution Support from the Township of Brudenell, Lyndoch, and Raglan Re: Jurisdiction of Ontario's Ombudsman (Encl.)

## **12. ADJOURNMENT**

- (a) By-law 2024-18 being a By-law to confirm the proceedings of the council meeting.
- (b) Resolution re: Adjournment.

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## MINUTES COUNCIL MEETING TUESDAY, JUNE 11, 2024 AT 7 PM

### 1. CALL TO ORDER & ACKNOWLEDGE FIRST NATIONS PEOPLES AND LAND

*"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings."*

The meeting was called to order by Mayor Gail Degagne, in Council Chambers at 7:01 p.m., with Councillors Paul Sharp, Bernadette Kerr, Claire Riley, and Nunzio Scarfone. Staff member present was CAO Jenny Leblond and OS Shawn Hughes. There was one member of the public in person and one online.

### 2. NOTIFICATION OF PECUNIARY INTEREST

### 3. ADOPTION OF AGENDA

**Resolution 2024-119**: Bernadette Kerr and Paul Sharp: Be it resolved that the Agenda for this meeting be adopted as printed. **'Carried'**

**4. ADOPTION OF MINUTES** –May 28, 2024 Public meeting re: Road Allowance Minutes, Public Meeting Re: Budget 2024 Minutes, and Regular Council Meeting Minutes.

**Resolution 2024-120** Claire Riley and Nunzio Scarfone: Be it resolved that the Minutes of the May 28, 2024 Public meeting re: Road Allowance Minutes, the Public Meeting Re: Budget 2024 Minutes, and Regular Council Meeting Minutes, be adopted as printed and circulated. **'Carried'**

### 5. APPROVAL OF ACCOUNTS – May 2024

**Resolution 2024-121** Paul Sharp and Bernadette Kerr: Be it resolved that the Administration, Fire Department, Council, By-Law Enforcement Officer and Public Works payroll accounts in the amount of \$34,943.37 and general accounts totaling \$256,266.20 for the month of May 2024 be accepted as presented. **'Carried'**

### 6. PRESENTATION AND DELEGATIONS - None

### 7. OPEN FORUM

### 8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

#### (a) Mayor and Council Reports

- Mayor – The Mayor gave an update on the following topics: Beach Road, possible funding for Rec, sand dome proposal, responses to constituents.

#### (b) Staff Reports

- Tax Arrears Report (Encl.)

- 2024 Budget Report Ont. Reg. 284/09 (Encl.)
- (c) Committee Reports
  - Minutes, Finance Committee, March 28, 2024 (Encl.)
  - Draft Minutes, Committee of Adjustment, May 7, 2024 (Encl.)
- (d) Correspondence
  - AMO Policy Update – National Housing Strategy (Encl.)

**Resolution 2024-122** Nunzio Scarfone and Claire Riley: Be it resolved that the Mayor, Staff, Committee and Correspondence reports be accepted as presented. **‘Carried’**

**9. REVIEW BUDGET REPORT** – Printed June 7, 2024

**Resolution 2024-123** Paul Sharp and Nunzio Scarfone: Be it resolved that the Budget Report printed June 7, 2024, be accepted as presented. **‘Carried’**

**10. PUBLIC WORKS REPORTS**

- (a) Memo to Council from OS Shawn Hughes Re: Activity Report (Encl.)

**Resolution 2024-124** Claire Riley and Bernadette Kerr: Be it resolved that Council accept the May 11 to June 6, 2024, Activity report from Operations Superintendent Shawn Hughes. **‘Carried’**

**11. NEW BUSINESS**

- (a) Report to Council re: 2024 Request for Proposal – Official Plan Review (Encl.)

**Resolution 2024-125** Nunzio Scarfone and Paul Sharp: Be it resolved that the Council of the Township of Chisholm accepts report 2024-01 from CAO Jenny Leblond, and further that the 2024 request for Proposal for the Township of Chisholm’s Official Plan Review be awarded to J.L Richards for the lowest bid of \$46,811.15 excluding H.S.T and that the Council direct the CAO and Mayor to sign and execute an agreement; and furthermore that the expense is spread over two fiscal years and if the project is over budget in 2024, Council approves the use of accumulated surplus.

**‘Carried’**

- (b) Memo to Council from CAO Jenny Leblond Re: Boxwell Cemetery (Encl.)

**Resolution 2024-126** Paul Sharp and Bernadette Kerr: Be it resolved that the Council of the Corporation of the Township of Chisholm appoints Paul Sharp to the Cemetery Committee.

**‘Carried’**

- (c) Discussion on Open forum and Presentations

- (d) Resolution Support from Municipality of Callander re: Assessment Cycles (Encl.)

**Resolution 2024-127** Bernadette Kerr and Claire Riley: Be it resolved that the Council of the Corporation of the Township of Chisholm supports a resolution from Municipality of Callander, calling upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation; and further that this resolution be forwarded to the Premier on Ontario, AMO, ROMA, FONOM, MPAC, and MPP Victor Fedeli. **‘Carried’**

**12. IN CAMERA**

(a) a meeting held in regards to personal matters about an identifiable individual, including municipal or local board employees, as per Section 239(2) of the Municipal Act.

**Resolution 2024-128** Nunzio Scarfone and Paul Sharp: Be it resolved that the Council of the Corporation of Township of Chisholm now enter into in camera to discuss personal matters about an identifiable individual, including municipal or local board employees, as per Section 239(2) of the Municipal Act. Time: 7:59 PM **‘Carried’**

**Resolution 2024-129** Nunzio Scarfone and Claire Riley: Be it resolved that the Council now return to regular session. Time: 8:24 PM **‘Carried’**

**13. ADJOURNMENT**

(a) By-law 2024-16 being a By-law to confirm the proceedings of the Council meeting.

**Resolution 2024-130** Paul Sharp and Bernadette Kerr: Be it resolved that by-law 2024-16, being a by-law to confirm the proceedings of council at the meeting June 11, 2024, be read a first, second, and third, time and passed this June 11, 2024. **‘Carried’**

(b) Resolution re: Adjournment.

**Resolution 2024-131** Claire Riley and Nunzio Scarfone: Be it resolved that the Council now adjourn this meeting to meet again on June 25, 2024, or at the call of the chair. **‘Carried’**

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Mayor, Gail Degagne

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CAO Clerk Treasurer, Jennistine Leblond

## Jessica Laberge

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**From:** Leslie Price <lprice@eastholme.ca>  
**Sent:** Monday, June 3, 2024 10:22 AM  
**To:** Jessica Laberge  
**Subject:** Request to attend council meeting  
**Attachments:** 20240603094946525.pdf

Good Morning:

Please find attached the form requesting to speak at the June council meeting. The purpose of this is to draw better awareness of the programs we offer.

Should you have any questions, feel free to give me a call.

Thank you  
Leslie

Leslie Price  
Program Coordinator

P.O. Box 58, 8 King Street.

Powassan ON POH 1Z0

Phone: (705) 724 6028 or Toll Free: 1-888-521-0000 Fax: (705) 724 3864 lprice@eastholme.ca www.eastholme.ca

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Gail Degagne, Mayor  
Jennistine Leblond, CAO Clerk-Treasurer

### REQUEST TO BE HEARD BY COUNCIL FORM

Please note: Presentations and Delegations to Council are limited to fifteen (15) minutes in length. Persons desiring to present information to Council or to make a request of Council shall provide a completed "Request to be Heard by Council Form", to the Municipal CAO Clerk-Treasurer no later than **4:30 p.m.** on the **Wednesday prior to the scheduled Council meeting**. Submission of this form does not guarantee granting of delegate status for the meeting requested.

See section 25 of Procedural By-law 2023-16 for further requirements

**Please print:**

Date of Council Meeting you wish to attend: Thursday June 25 / 24. 7pm.

Name and telephone number: Leslie Price - 705 - ~~440-1111~~ - ~~440-1111~~

Speaker(s): Leslie Price - Program Coordinator

Mailing Address: 8 King Street Powassan ON P0H 1Z0

Please provide a brief outline of the topic/issue you wish to speak about and provide any supporting documentation that you will be presenting. The topic/issue listed below will be the only matter considered by Council. A presentation or delegation to Council is not a debate but a means to express an opinion on a topic/issue. Council may have questions at the end of the presentation.

East Perry Senior Community Support Services.  
Providing transportation, meal delivery, Senior Luncheons  
& Falls Prevention Classes. Funded by Ontario Health.  
Bring awareness of services to the residents of Chisholm.

Signature: \_\_\_\_\_

Date: June 3 / 24.



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Gail Degagne, Mayor

Jennistine Leblond, CAO Clerk-Treasurer

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See section 25 of Procedural By-law 2023-16 for further requirements

**Please print:**

Date of Council Meeting you wish to attend: June 25 / 24

Name and telephone number: Diane (Powassan & District Foodbank)

Speaker(s): Diane Cole / John Thomson

Mailing Address: P.O. Box 94 Powassan, ON P0H-1Z0

Please provide a brief outline of the topic/issue you wish to speak about and provide any supporting documentation that you will be presenting. The topic/issue listed below will be the only matter considered by Council. A presentation or delegation to Council is not a debate but a means to express an opinion on a topic/issue. Council may have questions at the end of the presentation.

Talk & powerpoint on how foodbanks run & how people qualify.

Signature: Diane Cole

Date: May 30 / 24



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The Golden Sunshine Municipal Non-Profit Housing Corporation  
Annual General Meeting Minutes – Common Room  
2023-06

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Tuesday May 16,2023

An Annual General meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday May 16, 2023.

Present: Bernadette Kerr, Doug Walli, Dave Britton, Mieke Krause, Leo Patey, Tom Piper, Amber McIsaac, Property Manager, Claude Daigle

Regrets: Nancy McFadden

**Resolution No. 2023-81** – Moved by Tom, seconded by Doug that we call the meeting to order at 9:30 am  
Carried

**Resolution No. 2023-82** – Moved by Dave, seconded by Doug that the agenda is adopted as presented.  
Carried

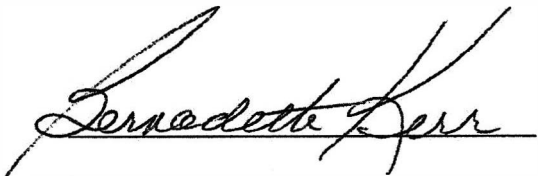
**Resolution No. 2023-83** – Moved by Doug seconded by Dave that the minutes from the Annual General Meeting on May 17, 2022 are adopted as presented.

Disclosure of pecuniary interest: None

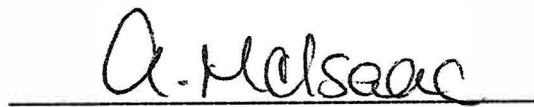
**Resolution No. 2023-84** – Moved by Tom seconded by Leo that the board approved the 2022 Audited Financial statements from Kendal, Sinclair, Cowper & Daigle. Carried

**Resolution No. 2023-85** – Moved by Dave, seconded by Mieke that the Golden Sunshine Municipal Non-Profit Housing Corporation Board agrees to have Kendal, Sinclair, Cowper & Daigle complete the audit for the 2023 fiscal year.

**Resolution 2023-86** – Moved by Tom, seconded by Leo that the meeting be adjourned at 9:51 a.m.



Chairman



Property Manager/Secretary

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**The Golden Sunshine Municipal Non-Profit Housing Corporation  
Minutes of the Board of Directors Meeting  
2024- 05**

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Tuesday May 21, 2024

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday May 21, 2024.

Present: Bernadette Kerr, Mieke Krause, Leo Patey, Tom Piper, Nancy McFadden, Dave Britton, Calvin Young & Amber Mclsaac, Property Manager.

Regrets: Leo Patey

**1. Call to order**

**Resolution No. 2024-33**– Moved by Tom, seconded by Calvin that the meeting was called to order at 9:30 am. Carried

**2. Additions to Agenda – none**

**3. Approval of the Agenda**

**Resolution No. 2024-34**– Moved by Nancy seconded by Tom that the agenda be adopted as presented.

**4. Approval of the Minutes from the May 21, 2024 board meeting**

**Resolution No. 2024-35**– Moved by Calvin seconded by Tom that the minutes from the board meeting on April 16, 2024 were adopted as presented.

**6. Business arising**

**a) OPHI Projects**

OPHI Projects and financials were reviewed and discussed. Amber advised to contact the DSAAB to attend the board meeting in September to start contract negotiations.

**b) Pines 2**

**Resolution No. 2024-36**– Moved by Tom seconded by Dave, that the regular board meeting will go into closed session at 9:45am.

**Resolution No. 2024-37**– Moved by Tom seconded by Calvin to move the regular meeting out of closed session at 10:02.

**Resolution No. 2024-38**– Moved by Nancy seconded by Mieke to move into the regular meeting at 10:03.

Calvin will form a sub committee for the Pines 2.

## **7. Correspondences**

### **a) Managers Report**

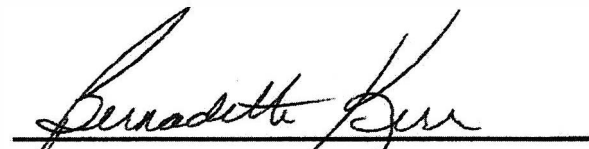
Amber purchased new stoves for tenant apartments. Sold broken stoves for \$300. More new appliances needing to be purchased. Discussion took place regarding the need to offer appliances to tenants. Amber will follow up at the next meeting regarding rules for appliances as per the LTB. Garden discussion took place, Jean Burns thanked the board members for the raised garden beds.

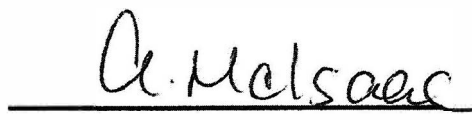
### **b) Financials**

**Resolution No. 2024-37** Moved by Calvin, seconded by Tom that the board approves the April 2024 financials as presented. Carried

**8. Next Board Meeting** – June 18, 2024 @9:30

**9. Adjournment - Resolution No. 2024-38**– Moved by Tom, seconded by Nancy that the board meeting be adjourned at 10:56 am. Carried

  
\_\_\_\_\_  
President, Bernadette Kerr

  
\_\_\_\_\_  
Property Manager, Amber McIsaac

# DNSSAB Homelessness System Review and Feasibility Study

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## Homelessness Hub Feasibility Study Report

April 10, 2024

*For Full DNSSAB reports  
please go to DNSSAB website*



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# Executive Summary

On behalf of the District of Nipissing Social Service Administration Board (DNSSAB), Vink Consulting conducted a comprehensive study to evaluate the feasibility of establishing a Homelessness Hub in North Bay. The study aimed to review and recommend enhancements for the homelessness system services across the Nipissing District, focusing on the conceptualization, need, and operational model of a potential Homelessness Hub. This initiative seeks to address the growing issue of homelessness, particularly among individuals facing barriers such as mental illness and substance use, by providing a centralized access point for coordinated services and support.

## Key Findings:

**Needs Assessment:** The Nipissing District experiences significant homelessness, with 721 households staying in shelters annually. Data highlights a critical need for services aimed at males, Indigenous peoples, and single adults, who are disproportionately affected by homelessness.

**Service Gaps:** Current services face challenges, including insufficient shelter capacity and limited access to comprehensive support during daytime hours. Additionally, rural areas suffer from accessibility issues, notably transportation.

**Homelessness Hub Concept:** A rights-based approach underscores the homelessness hub as a viable short-term mitigation strategy. While long-term solutions focus on models that include housing and supports, a hub can offer immediate support and potentially facilitate quicker transitions to stable housing.

**Options for Implementation:** Four options were considered that would result in the community having a 24/7 option. Options ranged from an integrated 24/7 hub and shelter to a separate 24/7 hub and overnight shelter. Option A, 24/7 integrated hub and shelter, emerged as the preferred model. This preference is primarily due to the superior service levels and operational efficiencies it offers, coupled with its reliance on currently available financial resources.

**Financial Analysis and Risks:** The projected operating costs for the recommended hub model are estimated at \$2,675,000 annually. Potential risks include funding sustainability, service demand uncertainties, and the need for inclusive access across the district.

**Recommended Business Model:** The hub should serve high-need individuals experiencing homelessness, focusing on immediate stabilization and coordinated care planning aimed at rapid housing solutions. A principle-based service provision and comprehensive partner collaboration are essential to the recommended approach.

## Conclusion:

The establishment of a 24/7 integrated Homelessness Hub in North Bay is recommended as a strategic response to the pressing need for a 24/7 option for individuals and families experiencing homelessness in the Nipissing District. By offering immediate support and facilitating access to housing and services, the hub aims to significantly mitigate the impacts of homelessness while aligning with long-term objectives of permanent housing.

# DNSSAB Homelessness System Review and Feasibility Study

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## Homelessness Indicators and Hub Alternatives Report

April 24, 2024



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# Executive Summary

On behalf of the District of Nipissing Social Service Administration Board (DNSSAB), Vink Consulting conducted an in-depth Homelessness System Review and Feasibility Study for a Homelessness Hub in North Bay. This analysis aimed to evaluate the current capacity and access pathways of homelessness support services and the feasibility of establishing a Homelessness Hub. Through diverse data collection methods, including community partner and service user interviews, the study sought to address key questions about service needs, need for a hub, feasibility, and potential business models.

## **Key Findings:**

**Needs:** Homelessness count and system administrative data reveal significant homelessness within the district, and a particular need for services aimed at males, Indigenous peoples, and single adults, who are disproportionately affected by homelessness. Data also points to a need for solutions for individuals with the highest levels of need, often with concurrent mental health and substance use issues.

**System Strengths and Challenges:** The review identified strengths such as existing collaboration and progress towards establishing key system components such as the establishment of a low barrier shelter and options that provide housing with supports for individuals with high levels of need. However, challenges like insufficient shelter capacity, and a lack of affordable housing options and access to permanent supportive housing targeting those with the highest levels of need are notable.

**Access and Cultural Equity:** While strides have been made towards improving service access and cultural equity, barriers persist, particularly for Indigenous populations and those in rural areas.

**Opportunities and Recommendations:** Recommendations include refining emergency accommodation models, expanding outreach services, and focusing on improving access to affordable housing and housing with supports for individuals with the highest levels of need. Recommendations also include several areas where DNSSAB should continue working towards reliable and quality HIFIS data and ongoing monitoring and analysis, including shelter demand, returns to homelessness, outcomes for various population groups, and flows from transitional housing to other permanent housing solutions.

**Homelessness Hub Need:** The need for a Homelessness Hub was broadly supported. It was envisioned as a central point for coordinated, comprehensive services ranging from basic needs to intensive support services.

**Homelessness Hub Best Practices:** Best practices suggest a hub should be housing-focused and provide a mix of core and complementary services tailored to the community's needs. It should have a governance model that ensures collaboration and accountability.

## **Conclusion:**

The homelessness system review underscored the need for system enhancements and the potential benefits of a Homelessness Hub in North Bay. By addressing the identified gaps and implementing the recommended strategies, there is an opportunity to improve outcomes for individuals experiencing or at risk of homelessness in the district.

# Housing Needs and Supply Study

*District of Nipissing Social Services Administration Board*

Final Report • April 16, 2024



+

in collaboration with



# Housing Needs and Supply Study: Community and Economic Profiles

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## District of Nipissing Social Services Administration Board

*DRAFT Report • March 28, 2024*



# Chisholm

## Demographic Profile

### Population Trends

The population of Chisholm grew slightly between 2016 and 2021.

- In 2021, Chisholm had a **population count** of 1,315. This was an increase of 25 people (+1.9%) from 2016 levels.
  - This growth represented 1.9% of the total growth in the District during this period (+1,565 people).
  - Chisholm accounted for 1.6% of the population in District in 2021.
- According to the Ontario Government's Ministry of Finance population projections from 2022, the District is projected to grow to a population of 103,622 by 2046. These projections do not consider current growth trends of individual municipalities.

The share of population in Chisholm that identified as Indigenous was lower than District level, while the share of immigrant population was higher.

- The proportion of the population that **identified as Indigenous** in the Chisholm (6.9%) was much higher than the provincial rate (2.9%) in 2021, but lower than the District rate (14.5%). The Indigenous population decreased (-40 households, -30.8%) in Chisholm between 2016 and 2021.
- The share of **immigrant population** in Chisholm (8.0%) was much lower than the provincial share (30.0%) in 2021, but higher than the District share (4.3%) and the highest share of the population in the District.

### Population Age

The population of Chisholm was, on average, slightly younger than population of the District as a whole.

- The **average and median age of the population** in Chisholm (42.6 and 44.8 years old, respectively) were younger than the District figures (44.8 and 46.8 years old, respectively).
  - This was due to the high share of children (19.0%) compared to District average (14.4%).
- However, the population has been trending older in recent years.
  - From 2016 to 2021, the fastest growing age cohort in Chisholm was seniors(+45 people, +20.5%).
  - During this period, older adults (-6.0%) and youth (-8.7%) populations decreased in Chisholm
  - Older adults were the most common age cohort for the Chisholm population (30.0%) in 2021.

The **demographic profile** in each community will highlight factors influencing housing demand, including an overview of population characteristics and projections, household trends, and income characteristics.

The demographic profile includes the **economic profile** for households and the labour force in each community.

The demographic profile for each community is used to describe the demand for housing. The demand-side characteristics examined include:

- **Population and household characteristics**, including size, age, and composition
- The **economic context** of the community, including **unemployment and participation** rates
- **Household incomes**

# Chisholm

## Demographic Profile

### Household Trends

Chisholm was one of only two regions in the District to not experience household growth or decline between 2016 and 2021

- The **number of households** in Chisholm in 2021 was 505, consistent with 2016 totals.
  - Chisholm accounted for 1.4% of the households in District in 2021.
- This growth in the number of households in Chisholm was lower than the growth in population during this period (+25 people, 1.9%). This may indicate a trend toward larger households and a diversification of household types.

### Household Tenure

Households who owned their homes made up almost all the households in Chisholm

- In terms of **household tenure**, 96.1% of the households in Chisholm were owner households. This was much higher than the District rate (65.9%), as the share of households who were renters was lower than any other area in the District (4.9%).
- The number of renter households declined (-25 households, -50.0%) while owner households increased (+40 households, +8.9%) between 2016 and 2021.

### Household Size and Type

Chisholm was the only municipality to increase its average household size between 2016 and 2021

- The average **household size** in Chisholm increased from 2.5 persons per household in 2016 to 2.6 persons in 2021.
- In 2021, the most common household size in Chisholm was two-person (41.6%), slightly higher than overall District trends (38.7%).
- One-person (33.7%) households, and four-or-more-person households were the fastest growing household sizes in Chisholm from 2016 to 2021 (both +5 households, +4.8%).
- In 2021, the most common **household types** in Chisholm were couples without children (35.6%), couples with children (25.7%), one-person households (21.8%), and lone-parent households (5.0%).

# Chisholm

## Demographic Profile

### Household Maintainers

The share of senior households was slightly higher in Chisholm when compared to all of the District

- The proportion of **household maintainers** aged 65 and over (33.3%) was slightly higher than the District rate (32.6%).
  - This age cohort of household maintainer was the only cohort to experience growth in Chisholm (+65 households, +61.9%).
- The proportion of household maintainers under the age of 45 (20.6%) was among the lowest in the District.
- Of the 1,165 households that were maintained by an individual under the age of 25 years old in the District, none were in Chisholm. This may indicate that Chisholm lacks supports for household maintainers of that age, including employment opportunities and housing affordable for new household formation.

### Households with a Member with Disability

The share of households who contained a member with a disability was lower in Chisholm than in the District

- Across the disabilities included within the Statistics Canada Census of Population, households in Chisholm were less likely than households in the District to have members with a listed disability.
- **Table 15** outlines the proportion of households that reported at least one member that had one or more of the listed disabilities.
- This disparity was highest for households with members with difficulty learning, remembering, or concentrating, and members with emotional, psychological, or mental health conditions.

Table 15: Households in Chisholm with a member with disability, by disability type, 2021

	Chisholm	District
Total Households	510	37,255
Member with a Sensory Disability	6.9%	7.3%
Member with Difficulty Walking	5.9%	7.5%
Member with Difficulty Learning, Remembering, or Concentrating	2.9%	7.3%
Member with Emotional, Psychological, or Mental Health Conditions	3.9%	7.8%
Member with other Health Problems or Long-Term Conditions	5.9%	4.8%

Source: Statistics Canada Custom Data Order, 2021

# Chisholm

## Household Income Profile

### Household Incomes

Household incomes in Chisholm were slightly higher than District-wide levels

- Projected to 2022 dollars, the **average and median income** in Chisholm were \$105,174 and \$86,172, respectively. These incomes were higher than District levels (\$98,435 and \$80,096, respectively).
- The average income of one-person households was among the highest in the District (\$50,819).

Chisholm had the highest rate of children who were low-income in the District

- Of the 10,780 people in the District who were considered **low-income** by Statistics Canada thresholds, 205 (1.9%) lived in Chisholm.
- Chisholm had the District's highest proportion of persons aged five and under who were low-income (26.3%) and among the highest proportion of those aged 65 and older who were low-income (19.2%) in 2021.

Owner household incomes were more than renter household incomes, on average

- Based on 2020 household incomes, the average household incomes for owner households (\$95,400) was more than that of renter households (\$64,000).
- Table 16** outlines the income decile thresholds for households in Chisholm by household tenure.

**Table 16:** Income deciles in Chisholm by household tenure based on 2020 incomes

Chisholm				
Income Decile		All Households	Owner Households	Renter Households
Low Income Households	1 <sup>st</sup>	\$23,800	\$24,200	**
	2 <sup>nd</sup>	\$38,400	\$39,600	**
	3 <sup>rd</sup>	\$53,200	\$53,600	**
Moderate Income Households	4 <sup>th</sup>	\$62,000	\$64,000	**
	5 <sup>th</sup>	\$76,000	\$76,000	**
	6 <sup>th</sup>	\$89,000	\$90,000	**
High Income Households	7 <sup>th</sup>	\$107,000	\$107,000	**
	8 <sup>th</sup>	\$139,000	\$139,000	**
	9 <sup>th</sup>	\$174,000	\$174,000	**
Total Households		510	490	20

Source: Statistics Canada Custom Data Order, 2021 \*\* - Denotes suppressed values

#### What are income deciles?

Using data from the 2021 Census of Population, private households were sorted according to their gross household income and then divided into 10 equal groups each containing 10% of the population. The decile cut-points are the levels of gross household income that defined the 10 groups.

The household income decile group provides a rough ranking of the economic situation of a household based on the relative position of the household in the distribution of the gross household income for all private households in a given jurisdiction.

For the 2021 Census, the reference period for income data is the calendar year 2020, unless otherwise specified.

# Chisholm

## Economic Profile

### Economic Characteristics

#### The labour market in Chisholm was slightly weaker than District trends in 2021

- In 2021, 1,105 persons were considered part of the **labour force** in Chisholm.
- For this labour force, the participation rate (58.4%) and unemployment rate (14.7%) in Chisholm were higher than the District overall (55.7% and 11.8%, respectively).
- These figures were recorded during the COVID-19 pandemic and have likely dramatically changed since.

#### Industry employment trends in Chisholm were largely consistent with the District

- The most common industry of employment in Chisholm was health care and social assistance (18.6% of labour force) in 2021.
- Gains in employment were found in health care and social assistance (+35 jobs), wholesale trade (+30), manufacturing (+15), and accommodation and food services (+15).
  - Chisholm was one of the only geographies assessed in this report to experience net job gain between 2016 and 2021.

#### Workers in Chisholm were among the least likely to find employment in their municipality of residence

- Chisholm maintained among the lowest rate of labour force that worked within their municipality of residence (4.5%), meaning that workers in Chisholm were among the least likely to find employment within their municipality. This rate was much lower than District rate (52.1%).
- In 2021, 48.2% of the labour force of Chisholm commuted to another municipality in the District for work, higher than the District rate (11.8%).
- Between 2016 and 2021, there was an increase of labourers working from home, likely due to the COVID-19 pandemic, as +20 workers (+26.7%) made this commuting shift.



# Chisholm

## Housing Profile

### Existing Housing Stock

The housing supply of Chisholm was almost entirely made up of single-detached dwellings

- In 2021, the **housing stock** of the Chisholm was made up of 510 dwellings.
  - The housing stock was predominantly made up of single-detached dwellings (98.0%).
  - No other dwelling type made up more than 1.0% of the housing supply.
- No significant changes were made to the housing stock in Chisholm between 2016 and 2021.

Although the housing stock was relatively old when compared to the District, there are indications of recent development

- Assessing the age of construction for the housing stock in Chisholm, just over half of the supply was built before 1980 (53.9%), while just over a quarter 25.5% was built from 2001 to 2021.
  - This rate of recent construction was one of the highest among geographies assessed for this report.
  - The proportion of dwellings constructed before 1960 (22.5%) was below the District average (27.5%).

The need for repairs to dwellings was slightly higher than District trends

- In 2021, 9.8% of households reported the **need for major repairs**.
  - This was slightly higher than the District average (7.8%).
  - This proportion represented an increase from 2016 trends (+5 dwellings, +11.1%).
- In 2021, 15 households (2.9%) reported that their dwelling was **not suitable** for the number of persons living there.

The **housing profile** of the community will highlight factors influencing housing supply, including average market rents, average absorbed housing prices, housing starts and completions, and vacancy rates. Supply data will be compared against demand data to help determine the need for housing in community.

The housing stock profile for the community is used to describe the supply of housing in the community. Several supply-side characteristics are examined, including:

- The **existing housing stock**
- **New Dwelling trends**, including **housing starts and completions**
- **Non-market** (Supportive, transition, and emergency) housing stock characteristics
- **Market housing supply**, including ownership and rental **prices, short-term rentals and vacancy rates**

# Chisholm

## Housing Profile

### New Dwellings

All the recent housing completions in Chisholm were single-detached dwellings

- From 2017 to 2022, 100.0% of the **housing completions** in Chisholm were single-detached dwellings (31 dwellings).
  - Housing completions peaked in 2021, with +12 single-detached dwellings completed.
- Housing completions have remained consistent in most other years across this period, ranging from +3 to +4 housing completions, with +6 housing completions in 2019.

Recent building permit data indicates existing development trends of single-detached dwellings are continuing

- Assessing **building permit data** from 2013 to 2023, Chisholm has predominantly permitted single-detached dwellings.
  - The municipality averages approximately 6 units permitted each year.
  - Single-detached dwellings account for all these units permitted.

### Non-Market Housing

There were no non-market housing units recorded in Chisholm

- As of 2023, there was no data for the **non-market housing** stock in Chisholm.
- During the District's 2021 Point In Time count of those experiencing homelessness, no surveys were completed in Chisholm.

# Chisholm

## Housing Profile

### Ownership Market Trends

Ownership Market trends in Chisholm were unavailable due to lack of data, but dwelling value may have increased rapidly in recent years

- CMHC absorption data was not available for Chisholm.
- The average **owner-estimated value of dwellings** in Chisholm in 2021 was \$392,000, which had increased by +33.8% since 2016.
- In an October 2023 PIT scan, all dwellings observed were single-detached dwellings. The average price of these dwellings was \$487,400.

### Rental Market Trends

Rental market trends in Chisholm were unavailable due to lack of data

- In 2021, there was no data for purpose-built rental units; therefore, the secondary rental market accounted for all rental units in the municipality.
- In October 2023, a point-in-time scan found one active rental listing for a one-bedroom apartment for \$1,200.
  - This was below the District average (\$1,406) for one-bedroom apartments on the secondary rental market.

### Short-Term Rental Market

There appears to be increasing demand for short-term rental accommodations in Chisholm

- As of December 2023, a point-in-time scan of the short-term rentals in Chisholm showed at least 18 active listings, according to AirDNA.<sup>1</sup>
  - Of these listings, all of them were entire homes.
  - The number of available listings was 17, an increase of +55% in the last year. The average occupancy rate for listings in North Bay was 66%.
  - The average daily rate for a room on the short-term rental market in North Bay was \$308.

### Income-Shelter Ratio

The proportion of households facing affordability issues in Chisholm was among the highest in the District

- In 2021, 85 households (17.0%)<sup>1</sup> were spending 30% or more of their **household income on shelter costs**. This was lower than the District rate (19.6%) in 2021.
  - This rate was among the highest of all the selected geographies assessed in this report.
- The number of households facing affordability issues in Chisholm decreased by -20 households (-19.0%) from 2016 to 2021.
  - This was likely due to government measures during the COVID-19 pandemic.
  - This decrease was less than District trends (-24.2%).
- These trends were consistent for the Indigenous households in the municipality (16.7%).

### Income-Shelter Ratio by Tenure

Households who rent their home were more likely to be facing affordability issues

- Assessing by tenure, 16.7% of owner households were experiencing affordability issues in 2021, while 24.2% of renter households were.
  - Owner household rates were higher while renter household rates were lower than District averages (11.0% and 36.3%, respectively).
- Renter households made up 5.7% of the households facing affordability issues, despite only accounting for 4.0% of the total households in Chisholm.

The **housing needs** analysis component provides a review of housing affordability based on the characteristics of the demand and the available supply of housing units.

The needs analysis assesses indicators of housing affordability in the community and the relationship between the demographic profile in the community and what housing is available. Several affordability indicators are assessed, including:

- **Proportion of the population spending 30% or more on shelter costs**
- **Prevalence of core housing need**
- **Affordability of existing ownership and rental housing market**

# Chisholm

## Housing Need

### Core Housing Need

The proportion of households in Chisholm in core housing need was lower than the District rate

- In 2021, 35 households (7.1%) were in **core housing need**.
- This share was lower than the District rate (10.0%).
- From 2016 to 2021, there was a decrease of -20 households (-36.4%) in core housing need.
- While this was impacted by the government measures during the COVID-19 pandemic, this trend was not occurring in all of the geographies assessed in this report.

### Core Housing Need by Tenure

Owner households were the only household tenure in Chisholm to be in core housing need in 2021

- Assessing by tenure, 7.5% of owner households were in core housing need in 2021, while none of renter households were.
  - The share of owner households in core housing need were higher while the share of renter households were lower than District rates (4.2% and 21.4%, respectively).
- Of regions in the District that had populations in core housing need, Chisholm was the only geography assessed that had no renter households in core housing need.
  - Between 2016 and 2021, the population of renter households in core housing need declined by -20 households (-100.0%).

### Core Housing Need by Household Type

Households of varying types, including one-person households, couples without children, and couples with children, were equally considered in core housing need

- Assessing by household type, couples without children (10.5%), one-person households (9.1%), and couples with children (9.1) all had consistent rates of core housing need in 2021.
  - All 10 one-person households in core housing need were due to affordability issues, while the other household types were more varied in their housing needs.
  - However, due to the low total of households, these trends should be viewed with caution.

# Chisholm

## Housing Continuum

### HOUSING DEMAND

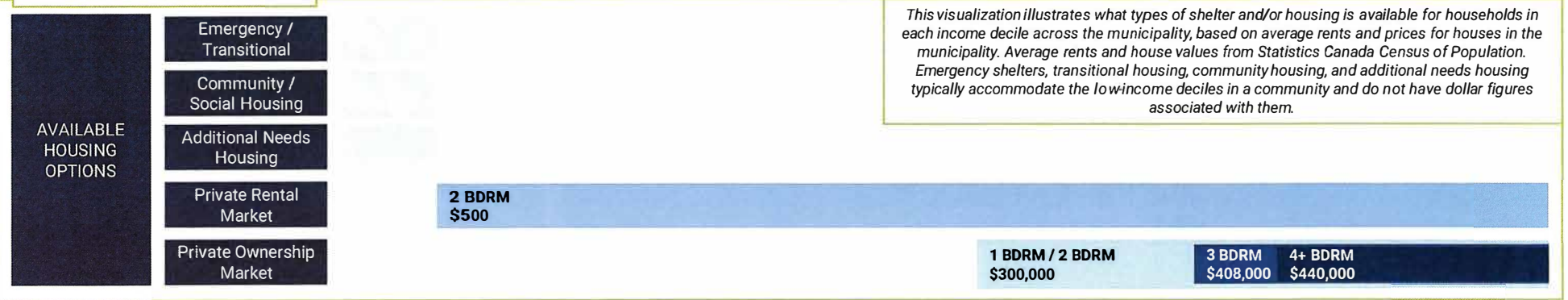
INCOME DECILES (2021)	Decile #	1 <sup>st</sup> Decile	2 <sup>nd</sup> Decile	3 <sup>rd</sup> Decile	4 <sup>th</sup> Decile	5 <sup>th</sup> Decile	6 <sup>th</sup> Decile	7 <sup>th</sup> Decile	8 <sup>th</sup> Decile	9 <sup>th</sup> Decile	10 <sup>th</sup> Decile
	All Household Incomes		\$ 24,625	\$ 39,732	\$ 55,045	\$ 64,150	\$ 78,636	\$ 92,087	\$ 110,711	\$ 143,821	\$ 180,035

Income increase as households move along the continuum

COST OF HOUSING THAT IS AFFORDABLE	Rental	1 <sup>st</sup> Decile	2 <sup>nd</sup> Decile	3 <sup>rd</sup> Decile	4 <sup>th</sup> Decile	5 <sup>th</sup> Decile	6 <sup>th</sup> Decile	7 <sup>th</sup> Decile	8 <sup>th</sup> Decile	9 <sup>th</sup> Decile	10 <sup>th</sup> Decile
			\$616	\$993	\$1,376	\$1,604	\$1,966	\$2,302	\$2,768	\$3,596	\$4,501
	Ownership	\$89,050	\$143,677	\$199,053	\$231,979	\$284,362	\$333,060	\$400,351	\$522,053	\$659,698	\$659,699+

More housing choices become available along the continuum

### HOUSING SUPPLY



## Chisholm Housing Needs Fact Sheet

This slide summarizes the findings for key demographic, household, and housing stock indicators for the municipality assessed in the Housing Needs Assessment.

### Demographic Trends



**Population** • Chisholm had a population of 1,315 in 2021, accounting for 1.6% of the population of the District.

**Population Growth** • The population of Chisholm increased by +25 people from 2016 to 2021 (+1.9%).



**Population Age** • The average (42.6 years) and median age (44.8) in Chisholm were slightly below the District, but there are signs of aging.



**Indigenous Population** • The proportion of Indigenous population in Chisholm (6.9%) is lower than the District rate (14.5%) and getting smaller (-30.8%).



**Low-Income Persons** • Chisholm had 205 (15.7%) low-income persons in 2021.



**Labour Force and Employment** • In 2021, 1,105 persons were part of the labour force, with a participation rate of 58.4% and unemployment rate of 14.7%.\*



### Household Trends



**Household Growth** • In 2021, Chisholm had 510 households, consistent with 2016 levels.



**Household Tenure** • Owner households were 96.1% of households in Chisholm. Renter households declined by -25 households (-50.0%) from 2016 to 2021.



**Household Size and Type** • In 2021, the average household size was 2.6 persons, and the most common household type was couples without children.



**Household Maintainers** • Household maintainers aged 65+ represented 33.3% of households and were the second-fastest growing (+61.9%) in 2021.



**Household Incomes** • In 2022 dollars, the average (\$105,174) and median (\$86,172) incomes were above District levels.



**Housing Need and Affordability** • In 2021, 85 households (17.0%) were spending 30% or more of their household income on shelter costs.



### Housing Stock Trends



**Existing Stock** • In 2021, the housing stock was made up of 510 dwellings, predominantly single-detached dwellings (98.0%).



**New Dwellings** • From 2017 to 2022, 100.0% of new dwellings completed were single-detached homes.



**Non-Market Housing** • As of 2023, there was no data available for non-market housing in Chisholm.



**Ownership Market** • The average price of a single-detached home in an October 2023 point-in-time scan in Chisholm was \$487,400.



**Rental Market** • In October 2023, a point-in-time scan found one active rental listing for a one-bedroom apartment for \$1,200.



**Short-term Rental Market** • A point-in-time scan in 2023 of short-term rentals showed at least 7 available listings (+55.0% decrease from 2022).



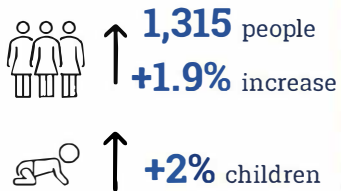
**There is a need for family-sized dwellings that are affordable.**

**CAUSES**

Why does this gap show up? What trends have fuelled this gap?

**Families Are Growing**

Chisholm has increased in population from 2016 and has a higher share of children than the District average.



**Nipissing District**

**14%** are children

**Chisholm**

**19%** are children

Chisholm was the only municipality in the district to experience an increase in household size.



From 2016 to 2021

**Stagnant Household Growth**

Chisholm did not experience household growth from 2016 to 2021.



The number of households in Chisholm was unchanged between 2016 and 2021, with **505**.

Source: Statistics Canada Community Profiles, 2021

**FEATURES**

How do we know this gap exists? What are its features?

**Housing Prices are Increasing**

The average **owner-estimated value of dwellings** in Chisholm in 2021 was \$392,000 – an increase of **+33.8%** from 2016.

**Average Value of 3-Bedroom House:**

<b>Chisholm</b>	<b>Nipissing District</b>
<b>\$408,000</b> (avg.)	<b>\$336,000</b> (avg.)

**High Rates of Low-income Children**

Chisholm had the highest rate of children who were low-income in the District.

**26.3%** of people aged 0 to 5 were considered low-income in Chisholm.

**100%** of lone-parent households were considered low-income households (1<sup>st</sup> – to 3<sup>rd</sup> income decile)

**IMPACTS**

Why is this gap important? How does it impact people?

**30%** of the households in core housing need were couples with children, despite only accounting for 21.6% of households

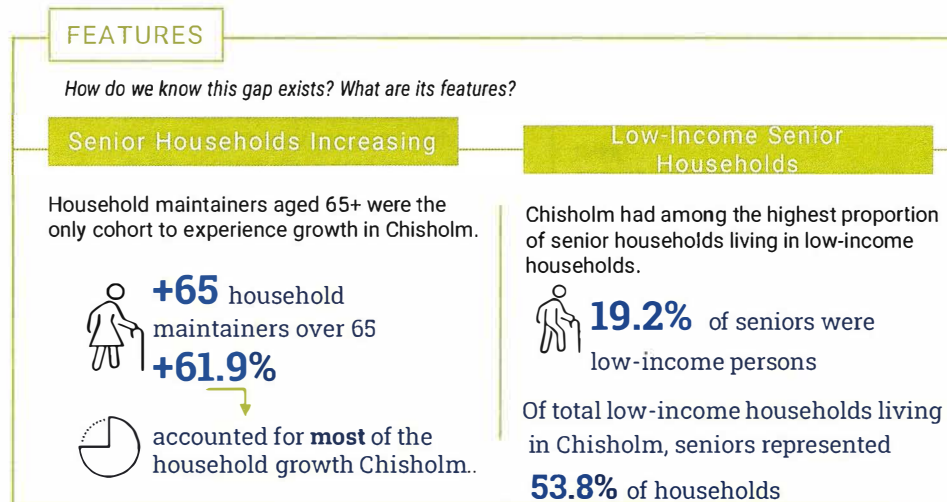
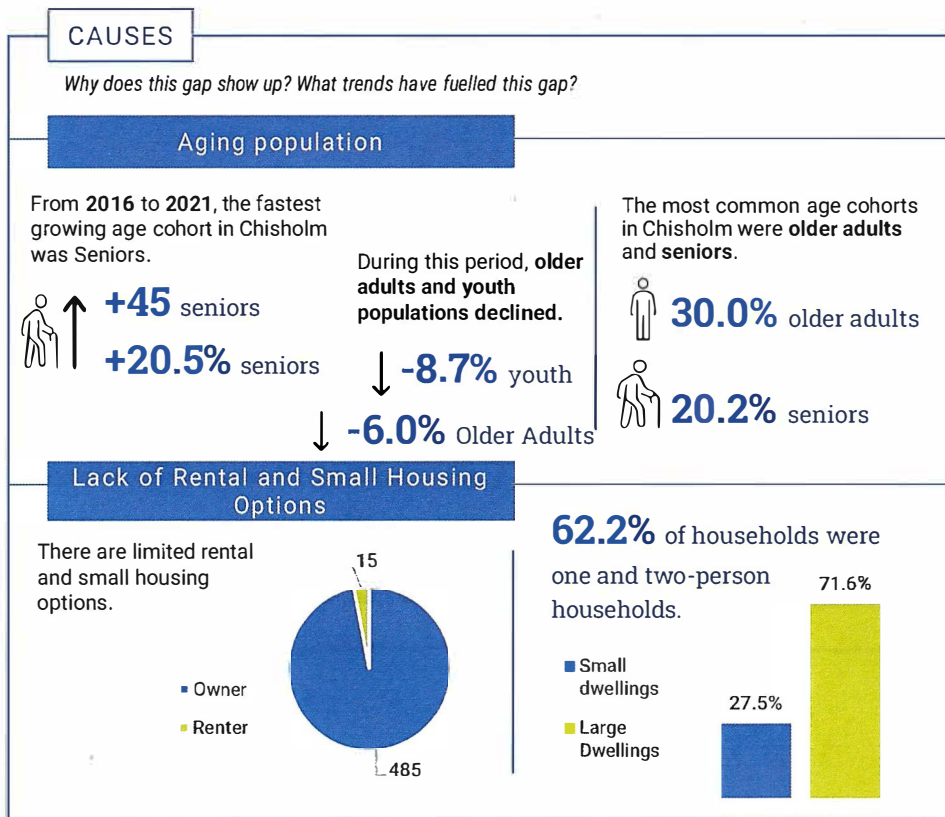
**The proportion of households facing affordability issues in Chisholm was among the highest in the District. Households with children were disproportionately in core housing need.**

**As the size of families grows in Chisholm, the need for affordable family-sized housing accommodations increases.**

Source: Statistics Canada Custom Data Order, 2021



## There is a need for affordable housing and supports for senior households to age in place.



**From:** AMO Policy <policy@amo.on.ca>  
**Sent:** Wednesday, June 12, 2024 12:20 PM  
**To:** Jessica Laberge  
**Subject:** AMO Policy Update - Bill 200, Agricultural Land Protection, Electricity Distribution Financing, and Other Updates



## **AMO Policy Update - Bill 200, Agricultural Land Protection, Electricity Distribution Financing, and Other Updates**

### **Bill 200, *Homeowner Protection Act* – Changes to Heritage Designation Deadlines**

Last week, Bill 200, the *Homeowner Protection Act* received Royal Assent, extending the deadline to designate properties listed on municipal heritage registers to January 1, 2027. These changes respond to concerns that the original 2025 deadline did not provide enough time for municipalities to review the listed properties, leading to increased reactionary designations and appeals to the Ontario Land Tribunal. The bill also clarifies changes that properties removed from registers are ineligible for heritage designations for five years, bans registration of Notices of Security Interest for consumer goods on the Land Registry, and establishes a 10-day cooling off period for new homebuyers.

### **Provincial Guidance on Agricultural Land Protection related to Energy Projects**

Last week, the Minister of Energy and Minister of Agriculture, Food and Rural Affairs issued a letter providing direction to the Independent Electricity System Operator (IESO) to include agricultural land protections in future energy procurements. This direction comes following AMO's recent advocacy to the

province and IESO seeking stronger guidance on energy project siting and agricultural protection.

## **Ontario Energy Board (OEB) – Electricity Distribution Financing**

AMO submitted comments to the OEB to inform their work exploring funding options for growth-related electricity distribution infrastructure. This directly impacts how much new developments cost and local energy rates. This is also one of many important conversations about how we pay for growth. It's estimated that local distribution companies (LDCs) need to spend as much as \$120 billion by 2050 to expand the grid – more than double the rate of current infrastructure investment. As majority LDC owners, municipalities have a vested interest in ensuring LDCs can afford these upgrades.

## **AMO's Advocacy in response to Auditor General's Report on Aggregate Management**

Last year, the Ontario Auditor General issued a report on a value-for-money audit of Ontario's Management of Aggregate Resources. AMO has sent a letter to the Ministry of Natural Resources calling on the province to implement the Auditor General's recommendations particularly as they relate to addressing gaps in the aggregate management framework including:

- An inadequate number of inspectors conducting infrequent and incomplete inspections
- Aggregate extraction fees that are inadequate to fund the aggregate management program and royalty payments to municipalities
- Cumulative impacts of multiple aggregate operations in small areas leading to increased environmental risks to source water, natural habitats, and agricultural land

## **AMO's Submission to OMAFRA Rural Economic Development Strategy Consultation**

AMO submitted comments to the Ministry of Rural Affairs to support their rural economic development strategy consultation. AMO's submission advocated for increased provincial support for:

- Effective coordination of local and provincial economic development funding, increased funding and a commitment to a Social and Economic Prosperity Review
- Workforce development initiatives to connect students and workers with the right skills for in-demand jobs with attraction and retention supports

- Building complete communities that are resilient and attractive to workers and business including supports for affordable housing, infrastructure, health services, transportation, broadband and energy

## **Private Members' Bill: Bill 207, *Municipal Accountability and Integrity Act***

Since 2021, AMO has called on the provincial government to pass legislation that enables municipalities to enforce the ethical behaviour of elected officials.

AMO engaged in extensive consultations with municipalities and worked in partnership with ministry officials to develop a list of strong recommendations to respond to this important municipal concern, including:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime that could be adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner

We look forward to hearing more about how the government intends to respond to the sector's ongoing request for government legislation at the upcoming AMO conference in August.

## **Government Passes Bill 185, *Cutting Red Tape to Build More Homes Act, 2024***

Bill 185 received Royal Assent on June 6, bringing into force two key Bill 23 development charge reversals and *Planning Act* amendments.

## **Provincial Cabinet Shuffle**

On June 6, the province announced its latest Cabinet shuffle. New Ministers were announced for Tourism, Culture, and Gaming; Sport; Farming, Agriculture, and Agribusiness; Long-Term Care; Energy and Electrification; Education; and more. Several ministry names were changed and new Associate Minister positions created. All recent changes are on an [Ontario Newsroom article](#).

**From:** AMO Communications <communicate@amo.on.ca>  
**Sent:** Thursday, June 20, 2024 10:02 AM  
**To:** Jessica Laberge  
**Subject:** AMO Watchfile - June 20, 2024



June 20, 2024

**In This Issue**

- AMO Board nominations - Deadline to submit: June 24.
- Webinar recording: Conservation Authorities & Municipalities Working Together.
- New *Senior Active Living Centres Act* regulation.
- Enabling Accessibility Fund - Small Projects Component.
- Municipal Codes of Conduct: Do not miss our in person workshop August 17.
- AMO Conference - Be aware of scams!
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- Indigenous Community Awareness training.
- Blog: Risk Financing.
- Hunt for efficiency in water and wastewater plants.
- Registration opens for Western Ontario Municipal Conference.
- Careers.

**AMO Matters**

Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. Deadline to submit nomination form: Monday, June 24, 2024 at 12:00 p.m. (ET). [Click here](#) for more information.

Last week, Conservation Ontario and AMO recorded [a webinar](#) on updates to the *Conservation Authorities Act* that highlighted opportunities for collaboration between Conservation Authorities and municipalities.

**Provincial Matters**

The new *Senior Active Living Centres Act* [regulation](#) improves access to the SALC program by allowing additional entities that can make the required 20% funding contribution. For more information contact [seniorspolicyunit@ontario.ca](mailto:seniorspolicyunit@ontario.ca).

**Federal Matters**

The [Enabling Accessibility Fund](#) aims to make communities and workplaces across Canada more accessible for persons with disabilities. Up to \$125,000 for a project that is up to 2 years in duration. Not-for-profit organizations, for-profit organizations, indigenous organizations, municipal and territorial governments are eligible to apply. Deadline: July 23, 2024.

**Education Opportunities**

The [Municipal Codes of Conduct pre-conference workshop](#) on Saturday, August 17 is for those municipal leaders who are looking to guide and strengthen their council and corporation's conduct, behaviour, and practices. Register today - space is limited.

It is important to know that AMO will never solicit its members participation in our annual conference through other parties. A number of members have reported receiving emails from third parties to book your hotel rooms for the conference. This is a scam/phishing exercise. Be diligent, hackers are becoming more and more sophisticated. If it seems odd, or doesn't feel right, trust your instinct. Feel free to reach out to us at [events@amo.on.ca](mailto:events@amo.on.ca).

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out your collective responsibilities as decision-makers of their communities. Learn how to accomplish this at the [June 26-27 Navigating Conflict Relationships workshop](#).

OFIC and AMO are offering training to build indigenous cultural competency in municipal government. Through a self-paced learning module and live virtual component, this training will provide knowledge and tools to utilize in moving improved and stronger Indigenous-municipal relations forward in Ontario. [Register today](#) for the October 8 workshop.

### **LAS**

Ontario municipalities' broad scope of responsibilities exposes them to a wider range of risks, making comprehensive risk management strategies and sufficient insurance coverage a key part of their strategic plans. [Read about the options available for risk financing](#) outside of traditional insurance procurement.

Do you want more efficient Water and Wastewater facilities? LAS offers professional [on-site energy workshops and treasure hunts](#) to help reduce energy consumption and lower your hydro bills in your plants. Training is eligible for IESO incentives. [Contact Christian](#) for more details.

### **Municipal Wire\***

WOWC is holding its annual [Western Ontario Municipal Conference](#) in Chatham-Kent on October 25, 2024. Explore and collaborate on a wide range of topics affecting our municipalities.

### **Careers**

[Manager, Parks and Recreation - City of Kawartha Lakes](#). Closing Date: June 28.

[Director, Stakeholder and Partnerships - Ministry of Intergovernmental Affairs](#). Closing Date: July 3.

[Intergovernmental Affairs Specialist - City of Barrie](#). Closing Date: July 4.

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### **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

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### **AMO Contacts**

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

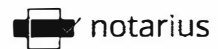
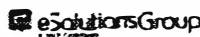
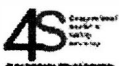
[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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**THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

**BY-LAW 2024-17**

*Being a bylaw to authorize the Mayor and CAO Clerk Treasurer to execute an Agreement with the Association of Municipalities of Ontario for the transfer and use of the Canada Community-Building Fund*

**WHEREAS** the Council of the Corporation of the Township of Chisholm deems it expedient for the Mayor and CAO Clerk Treasurer to enter into an Agreement with the Association of Municipalities of Ontario for the transfer and use of the Canada Community-Building Fund (“CCBF”) in Ontario;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM ENACTS AS FOLLOWS:**

1. **THAT** the Municipality enters into and executes with Association of Municipalities of Ontario, an agreement for the transfer and use of Canada Community-Building Fund, as attached as Schedule “A” to this bylaw.
2. **THAT** the Mayor and CAO Clerk Treasurer are hereby authorized and directed to execute the Agreement, attached as Schedule ”A”, on behalf of The Council of the Corporation of the Township of Chisholm.
3. **THAT** this by-law shall come into force and effect upon third reading and being finally passed.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 25<sup>TH</sup> DAY OF JUNE, 2024.

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Mayor, Gail Degagne

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CAO Clerk Treasurer, Jennistine Leblond

# **MUNICIPAL FUNDING AGREEMENT ON THE CANADA COMMUNITY-BUILDING FUND**

**BETWEEN:**

**THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO**

(referred to herein as “**AMO**”)

**AND:**

**THE TOWNSHIP OF CHISHOLM**

(a municipal corporation pursuant to the *Municipal Act, 2001*, referred to herein as the  
“**Recipient**”)

**WHEREAS** the Government of Canada, the Government of Ontario, AMO, and the City of Toronto are signatories to the Administrative Agreement on the Canada Community-Building Fund effective April 1, 2024 (the “**Administrative Agreement**”), which governs the transfer and use of the Canada Community-Building Fund (“**CCBF**”) in Ontario;

**AND WHEREAS** AMO is responsible for the administration of CCBF funding made available to all Municipalities in Ontario – except the City of Toronto – under the Administrative Agreement, and will therefore undertake (and require the Recipient to undertake) certain activities as set out in this Agreement;

**AND WHEREAS** the Recipient wishes to enter into this Agreement to access CCBF funding;

**NOW THEREFORE** the Parties agree as follows:

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## 1. DEFINITIONS AND INTERPRETATIONS

1.1 **Definitions.** For the purposes of this Agreement, the following terms shall have the meanings ascribed to them below:

**“Annual Report”** means the duly completed report to be prepared and delivered to AMO as described in Section 6.1.

**“Asset Management”** is a principle/practice that includes planning processes, approaches, plans, or related documents that support an integrated lifecycle approach to the effective stewardship of infrastructure assets to maximize benefits and effectively manage risk.

**“Canada”** means the Government of Canada, as represented by the Minister of Housing, Infrastructure and Communities.

**“Canada Community-Building Fund” or “CCBF”** means the program established under section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

**“Contract”** means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

**“Eligible Expenditure”** means an expenditure described as eligible in Schedule B or deemed eligible by Canada in accordance with Section 4.2.

**“Eligible Investment Category”** means an investment category listed in Schedule A or deemed eligible by Canada in accordance with Section 3.2.

**“Eligible Project”** means a project that fits within an Eligible Investment Category.

**“Event of Default”** has the meaning given to it in Section 13.1 of this Agreement.

**“Funds”** mean the funds made available to the Recipient through the CCBF or any other source of funding as determined by Canada. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. Funds transferred to another Municipality in accordance with Section 5.3 of this Agreement are to be treated as Funds by the Municipality to which the Funds are transferred; and Funds transferred to a non-municipal entity in accordance with Section 5.4 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

**“Housing Needs Assessment”** or **“HNA”** means a report informed by data and research describing the current and future housing needs of a Municipality or community according to guidance provided by Canada.

**“Ineligible Expenditures”** means those expenditures described as ineligible in Schedule C or deemed ineligible by Canada in accordance with Section 4.2.

**“Infrastructure”** means tangible capital assets that are primarily for public use or benefit in Ontario – whether municipal or regional, and whether publicly or privately owned.

**“Lower-Tier Municipality”** means a Municipality that forms part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

**“Municipal Fiscal Year”** means the period beginning January 1st of a year and ending December 31st of the same year.

**“Municipality”** and **“Municipalities”** means every municipality as defined under the *Municipal Act, 2001*, S.O. 2001, c. 25.

**“Non-Municipal Transfer By-law”** means a by-law passed by Council of the Recipient pursuant to Section 5.4 of this Agreement.

**“Parties”** means AMO and the Recipient.

**“Prior Agreement”** means the municipal funding agreement for the transfer of federal gas tax funds entered into by AMO and the Recipient, effective April 2014 and with an expiry date of March 31, 2024.

**“Single-Tier Municipality”** means a Municipality, other than an Upper-Tier Municipality, that does not form part of an Upper-Tier Municipality for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

**“Third Party”** means any person or legal entity, other than the Parties to this Agreement, who participates in the implementation of an Eligible Project by means of a Contract.

**“Transfer By-law”** means a by-law passed by Council of the Recipient pursuant to Section 5.3 of this Agreement.

**“Unspent Funds”** means the amount reported as unspent by the Recipient as of December 31, 2023 in the Recipient’s 2023 Annual Report (as defined under the Prior Agreement).

**“Upper-Tier Municipality”** means a Municipality of which two or more Lower-Tier Municipalities form part for municipal purposes, as defined under the *Municipal Act, 2001*, S.O. 2001 c. 25.

## 1.2 Interpretations

- a) **“Agreement”** refers to this agreement as a whole, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.
- b) The words **“herein”**, **“hereof”** and **“hereunder”** and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.
- c) The term **“including”** or **“includes”** means including or includes (as applicable) without limitation or restriction.
- d) Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

## 2. TERM OF THE AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall come into effect as of April 1, 2024 up to and including March 31, 2034.
- 2.2 **Review.** This Agreement will be reviewed by AMO by June 30, 2027.
- 2.3 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.4 **Notice.** Any of the Parties may terminate this Agreement on two (2) years written notice.
- 2.5 **Prior Agreement.** The Parties agree that the Prior Agreement, including Section 15.5 thereof, is hereby terminated. Notwithstanding the termination of the Prior Agreement, including Section 15.5, the reporting and indemnity obligations of the Recipient thereunder with respect to expended Funds governed by the Prior Agreement as set forth in Sections 5, 7, 10.3, 10.4 and 10.5 of the Prior Agreement shall survive the said termination.

### 3. ELIGIBLE PROJECTS

- 3.1 **Eligible Projects.** Eligible Projects are those that fit within an Eligible Investment Category. Eligible Investment Categories are listed in Schedule A.
- 3.2 **Discretion of Canada.** The eligibility of any investment category not listed in Schedule A is solely at the discretion of Canada.
- 3.3 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule A and Schedule B.

### 4. ELIGIBLE EXPENDITURES

- 4.1 **Eligible Expenditures and Ineligible Expenditures.** Eligible Expenditures are described in Schedule B. Ineligible Expenditures are described in Schedule C.
- 4.2 **Discretion of Canada.** The eligibility of any item not listed in Schedule B or Schedule C to this Agreement is solely at the discretion of Canada.
- 4.3 **Reasonable Access.** The Recipient shall allow AMO and Canada reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Canada or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 4.4 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures for at least six (6) years after the completion of the project.
- 4.5 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with any domestic or international trade agreements, and all other applicable laws. The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

### 5. FUNDS

- 5.1 **Use of Funds.** The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

- 5.2 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement, and will no longer be governed by the terms and conditions of the Prior Agreement.
- 5.3 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the “Transferee Municipality”):
- a) The allocation and transfer shall be authorized by a Transfer By-law. The Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year(s) specified in the Transfer By-law.
  - b) The Recipient is still required to submit an Annual Report in accordance with Section 6.1 hereof with respect to the Funds transferred.
  - c) No transfer of Funds pursuant to this Section 5.3 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, such as undertaking in a form satisfactory to AMO.
- 5.4 **Transfer of Funds to a Non-Municipal Entity.** Where a Recipient decides to support an Eligible Project undertaken by a non-municipal entity (whether a for profit, non-governmental, or not-for profit organization):
- a) The provision of such support shall be authorized by a Transfer By-law (a “Non-Municipal Transfer By-law”). The Non-Municipal Transfer By-law shall be passed by the Recipient’s council and submitted to AMO as soon as practicable thereafter. The Non-Municipal Transfer By-law shall identify the non-municipal entity, and the amount of Funds the non-municipal entity is to receive for that Eligible Project.
  - b) The Recipient shall continue to be bound by all the provisions of this Agreement notwithstanding any such transfer.
  - c) No transfer of Funds pursuant to this Section 5.4 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to AMO a written undertaking to assume all of the Recipient’s obligations under this Agreement with respect to the Funds transferred, in a form exclusively satisfactory to AMO.
- 5.5 **Payout of Funds.** Subject to Sections 5.14 and 5.15, AMO will transfer Funds twice yearly, on or before the dates agreed upon by Canada and AMO.

- 5.6 **Deposit of Funds.** The Recipient will deposit the Funds in:
- a) An interest-bearing bank account; or
  - b) An investment permitted under:
    - i. The Recipient's investment policy; and
    - ii. Provincial legislation and regulation.
- 5.7 **Interest Earnings and Investment Gains.** Interest earnings and investment gains will be:
- Proportionately allocated to the CCBF when applicable; and
  - Applied to Eligible Expenditures for Eligible Projects.
- 5.8 **Funds Advanced.** Funds shall be spent (in accordance with Sections 3 and 4) or transferred (in accordance with Sections 5.3 or 5.4) within five (5) years after the end of the year in which Funds were received. Unexpended Funds shall not be retained beyond such five (5) year period without the documented consent of AMO. AMO reserves the right to declare that unexpended Funds after five (5) years become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.
- 5.9 **Expenditure of Funds.** The Recipient shall expend all Funds by December 31, 2038.
- 5.10 **HST.** The use of Funds is based on the net amount of harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 5.11 **Limit on Canada's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 5.12 **Federal Funds.** The Recipient agrees that any Funds received will be treated as "federal funds" for the purpose of other federal infrastructure programs.
- 5.13 **Stacking.** If the Recipient is receiving federal funds under other federal infrastructure programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum federal contribution limitation set out in any other federal infrastructure program agreement made in respect of that Eligible Project shall continue to apply.
- 5.14 **Withholding Payment.** AMO may, in its exclusive discretion, withhold Funds where the Recipient is in default of compliance with any provisions of this Agreement.
- 5.15 **Insufficient Funds Provided by Canada.** Notwithstanding the provisions of Section 2, if Canada does not provide sufficient funds to continue the Funds for any Municipal

Fiscal Year during which this Agreement is in effect, AMO may immediately terminate this Agreement on written notice to the Recipient.

## 6. REPORTING REQUIREMENTS

- 6.1 **Annual Report.** The Recipient shall submit a report to AMO by April 30<sup>th</sup> each year, or as otherwise notified by AMO. The report shall be submitted in an electronic format deemed acceptable by AMO and shall contain the information described in Schedule D.
- 6.2 **Project List.** The Recipient shall ensure that projects are reported in advance of construction. Information required is as noted in Section 2.3 of Schedule E.

## 7. ASSET MANAGEMENT

- 7.1 **Implementation of Asset Management.** The Recipient will develop and implement an Asset Management plan, culture, and methodology in accordance with legislation and regulation established by the Government of Ontario (e.g., O. Reg. 588/17).
- 7.2 **Asset Data.** The Recipient will continue to improve data describing the condition of, long-term cost of, levels of service provided by, and risks associated with infrastructure assets.

## 8. HOUSING NEEDS ASSESSMENT

- 8.1 **Requirement.** While an HNA is encouraged for all Municipalities, the Recipient must complete a HNA if it had a population of 30,000 or more on the 2021 Census of Canada and is a Single-Tier Municipality or a Lower-Tier Municipality.
- 8.2 **Content of the HNA.** The Recipient will prepare the HNA in accordance with the guidance provided from time to time by Canada.
- 8.3 **Use of HNA.** The Recipient is expected to prioritize projects that support the growth of the housing supply. The HNA is to be used by Municipalities to prioritize, where possible, Infrastructure or capacity building projects that support increased housing supply where it makes sense to do so.
- 8.4 **Publication of the HNA.** The Recipient will publish the HNA on its website.
- 8.5 **HNA reporting requirements.** The Recipient will send to AMO by March 31, 2025, unless otherwise agreed upon:
- a) A copy of any HNA it is required to complete in accordance with Section 8.1; and

- b) The URL to the published HNA on the Recipient's website.

## 9. COMMUNICATIONS REQUIREMENTS

- 9.1 The Recipient will comply with all communication requirements outlined in Schedule E.

## 10. RECORDS AND AUDIT

- 10.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles ("GAAP") in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Chartered Professional Accountants of Canada or any successor institute, applied on a consistent basis.
- 10.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts, and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice by AMO or Canada, the Recipient shall submit all records and documentation relating to the Funds for inspection or audit.
- 10.3 **External Auditor.** AMO or Canada may request, upon written notice to Recipient, an audit of Eligible Project(s) or Annual Report(s). AMO shall retain an external auditor to carry out an audit and ensure that any auditor who conducts an audit pursuant to this Agreement or otherwise, provides a copy of the audit report to the Recipient.

## 11. INSURANCE AND INDEMNITY

- 11.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 5 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking similar Eligible Projects, including, where appropriate and without limitation, property, construction, and liability insurance, which insurance coverage shall identify Canada and AMO as additional insureds for the purposes of the Eligible Projects.
- 11.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall have a valid certificate of insurance that confirms compliance with the requirements



of Section 11.1. The Recipient shall produce such certificate of insurance on request, including as part of any AMO or Canada audit.

**11.3 AMO Not Liable.** In no event shall Canada or AMO be liable for:

- Any bodily injury, death or property damages to the Recipient, its employees, agents, or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents, or consultants, arising out of or in any way related to this Agreement; or
- Any incidental, indirect, special, or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents, or consultants arising out of any or in any way related to this Agreement.

**11.4 Recipient to Compensate Canada.** The Recipient will ensure that it will not, at any time, hold the Government of Canada, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Canada, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to CCBF funding or an Eligible Project.

**11.5 Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an “Indemnitee”), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnitee incurred by any Indemnitee or asserted against any Indemnitee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- The Funds;
- The Recipient’s Eligible Projects, including the design, construction, operation, maintenance, and repair of any part or all of the Eligible Projects;
- The performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees, and agents, or by a Third Party, its officers, servants, employees, or agents; and
- Any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees, or agents.

## 12. TRANSFER AND OPERATION OF MUNICIPAL INFRASTRUCTURE

- 12.1 **Reinvestment.** The Recipient will invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance, or other disposal of an asset resulting from an Eligible Project where such disposal takes place within five (5) years of the date of completion of the Eligible Project.
- 12.2 **Notice.** The Recipient shall notify AMO in writing 120 days in advance and at any time during the five (5) years following the date of completion of an Eligible Project if it is sold, leased, encumbered, or otherwise disposed of.
- 12.3 **Public Use.** The Recipient will ensure that Infrastructure resulting from any Eligible Project that is not sold, leased, encumbered, or otherwise disposed of, remains primarily for public use or benefit.

## 13. DEFAULT AND TERMINATION

- 13.1 **Event of Default.** AMO may declare in writing that an Event of Default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an Event of Default has occurred unless it has first consulted with the Recipient. For the purposes of this Agreement, each of the following events shall constitute an “Event of Default”:
- Failure by the Recipient to deliver in a timely manner an Annual Report or respond to questionnaires or reports as required;
  - Delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement;
  - Failure by the Recipient to co-operate in an external audit undertaken by Canada, AMO or their agents;
  - Delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement; and
  - Failure by the Recipient to expend Funds in accordance with the terms of this Agreement, including Section 5.8.
- 13.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 13.3 **Remedies on Default.** If AMO declares that an Event of Default has occurred under Section 13.1, after thirty (30) calendar days from the Recipient’s receipt of the notice

of an Event of Default, it may immediately terminate this Agreement or suspend its obligation to pay the Funds. If AMO suspends payment, it may pay suspended Funds if AMO is satisfied that the default has been cured.

- 13.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its exclusive satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Canada which the Recipient will reimburse forthwith on demand to AMO for transmission to Canada.

#### 14. CONFLICT OF INTEREST

- 14.1 **No Conflict of Interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from the Funds, the Unspent Funds, and any interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

#### 15. NOTICE

- 15.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by email to the addresses in Section 15.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.
- 15.2 **Representatives.** The individuals identified in Section 15.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.
- 15.3 **Addresses for Notice.** Further to Section 15.1 of this Agreement, notice can be given at the following addresses:

- If to AMO:

Executive Director  
Canada Community-Building Fund Agreement  
Association of Municipalities of Ontario  
155 University Avenue, Suite 800  
Toronto, ON M5H 3B7

Telephone: 416-971-9856  
Email: ccbf@amo.on.ca

- If to the Recipient:

Treasurer  
The Township of Chisholm  
2847 Chiswick Line, RR #4  
Powassan, ON P0H 1Z0

## 16. MISCELLANEOUS

- 16.1 **Counterpart Signature.** This Agreement may be signed (including by electronic signature) and delivered (including by facsimile transmission, by email in PDF or similar format or using an online contracting service designated by AMO) in counterparts, and each signed and delivered counterpart will be deemed an original and both counterparts will together constitute one and the same document.
- 16.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.
- 16.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 16.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable in Ontario.
- 16.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 4, 5.8, 5.9, 6.1, 11.4, 11.5, 12, 13.4 and 16.8.
- 16.6 **AMO, Canada and Recipient Independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-

agent relationship, or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient, between AMO and the Recipient, between Canada and a Third Party or between AMO and a Third Party.

- 16.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee, or agent of Canada or AMO.
- 16.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 16.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.
- 16.10 **Complementarity.** The Recipient is to use the CCBF to complement, without replacing or displacing, other sources of funding for municipal infrastructure.
- 16.11 **Equity.** The Recipient is to consider Gender Based Analysis Plus (“**GBA+**”) lenses when undertaking a project.

## 17. SCHEDULES

- 17.1 This Agreement, including:

Schedule A	Eligible Investment Categories
Schedule B	Eligible Expenditures
Schedule C	Ineligible Expenditures
Schedule D	The Annual Report
Schedule E	Communications Requirements

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

**18. SIGNATURES**

**IN WITNESS WHEREOF**, AMO and the Recipient have respectively executed, and delivered this Agreement, effective April 1, 2024.

**THE TOWNSHIP OF CHISHOLM**

By:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
Date

**THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO**

By:

\_\_\_\_\_  
Name:  
Title: Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness:  
Title:

\_\_\_\_\_  
Date

## **SCHEDULE A: ELIGIBLE INVESTMENT CATEGORIES**

1. **Broadband connectivity** – investments in the construction, material enhancement, or renewal of infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities.
2. **Brownfield redevelopment** – investments in the remediation or decontamination of a brownfield site within municipal boundaries – provided that the site is being redeveloped to construct a public park for municipal use, publicly owned social housing, or Infrastructure eligible under another investment category listed in this schedule.
3. **Capacity-building** – investments that strengthen the Recipient’s ability to develop long-term planning practices as described in Schedule B, item 2.
4. **Community energy systems** – investments in the construction, material enhancement, or renewal of infrastructure that generates energy or increases energy efficiency.
5. **Cultural infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that supports the arts, humanities, or heritage.
6. **Drinking water** – investments in the construction, material enhancement, or renewal of infrastructure that supports drinking water conservation, collection, treatment, and distribution systems.
7. **Fire halls** – investments in the construction, material enhancement, or renewal of fire halls and fire station infrastructure.
8. **Local roads and bridges** – investments in the construction, material enhancement, or renewal of roads, bridges, tunnels, highways, and active transportation infrastructure.
9. **Public transit** – investments in the construction, material enhancement, or renewal of infrastructure that supports a shared passenger transport system that is available for public use.
10. **Recreational infrastructure** – investments in the construction, material enhancement, or renewal of recreational facilities or networks.
11. **Regional and local airports** – investments in the construction, material enhancement, or renewal of airport-related infrastructure (excluding infrastructure in the National Airports System).
12. **Resilience** – investments in the construction, material enhancement, or renewal of built and natural infrastructure assets and systems that protect and strengthen the resilience

of communities and withstand and sustain service in the face of climate change, natural disasters, and extreme weather events.

13. **Short-line rail** – investments in the construction, material enhancement, or renewal of railway-related infrastructure for carriage of passengers or freight.
14. **Short-sea shipping** – investments in the construction, material enhancement, or renewal of infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean.
15. **Solid waste** – investments in the construction, material enhancement, or renewal of infrastructure that supports solid waste management systems (including the collection, diversion, and disposal of recyclables, compostable materials, and garbage).
16. **Sport infrastructure** – investments in the construction, material enhancement, or renewal of amateur sport infrastructure (facilities housing professional or semi-professional sports teams are ineligible).
17. **Tourism infrastructure** – investments in the construction, material enhancement, or renewal of infrastructure that attracts travelers for recreation, leisure, business, or other purposes.
18. **Wastewater** – investments in the construction, material enhancement, or renewal of infrastructure that supports wastewater and storm water collection, treatment, and management systems.

Note: Investments in health infrastructure (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres) are not eligible.



## **SCHEDULE B: ELIGIBLE EXPENDITURES**

Eligible Expenditures will be limited to the following:

1. **Infrastructure investments** – expenditures associated with acquiring, planning, designing, constructing, or renovating a tangible capital asset and any related debt financing charges specifically identified with that asset.
2. **Capacity-building costs** – for projects eligible under the capacity-building category only, expenditures associated with the development and implementation of:
  - Capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, or asset management plans;
  - Studies, strategies, systems, software, third-party assessments, plans, or training related to asset management;
  - Studies, strategies, systems, or plans related to housing or land use;
  - Studies, strategies, or plans related to the long-term management of infrastructure; and
  - Other initiatives that strengthen the Recipient's ability to improve local and regional planning.
3. **Joint communications and signage costs** – expenditures directly associated with joint federal communication activities and with federal project signage.
4. **Employee costs** – the costs of the Recipient's employees for projects eligible under the capacity-building category only – provided that the costs, on an annual basis, do not exceed the lesser of:
  - 40% of the Recipient's annual allocation (i.e., the amount of CCBF funding made available to the Recipient by AMO under Section 5.5 of this Agreement); or
  - \$80,000.

## **SCHEDULE C: INELIGIBLE EXPENDITURES**

The following are deemed Ineligible Expenditures:

1. **Costs incurred before the Fund was established** – project expenditures incurred before April 1, 2005.
2. **Costs incurred before categories were eligible** – project expenditures incurred:
  - Before April 1, 2014 – under the broadband connectivity, brownfield redevelopment, cultural infrastructure, disaster mitigation (now resilience), recreational infrastructure, regional and local airports, short-line rail, short-sea shipping, sport infrastructure, and tourism infrastructure categories; and
  - Before April 1, 2021 – under the fire halls category.
3. **Internal costs** – the Recipient's overhead costs (including salaries and other employment benefits), operating or administrative costs (related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff), and equipment leasing costs – except in accordance with Eligible Expenditures described in Schedule B.
4. **Rebated costs** – taxes for which the Recipient is eligible for a tax rebate and all other costs eligible for rebates.
5. **Land costs** – the purchase of land or any interest therein and related costs.
6. **Legal fees.**
7. **Routine repair or maintenance costs** – costs that do not result in the construction, material enhancement, or renewal of a tangible capital asset.
8. **Investments in health infrastructure** – costs associated with health infrastructure or assets (e.g., hospitals, long-term care facilities, convalescent centres, and senior centres).
9. **Investments in professional or semi-professional sports facilities** – costs associated with facilities used by professional or semi-professional sports teams.

## **SCHEDULE D: ANNUAL REPORT**

The Annual Report may include – but is not necessarily limited to – the following information pertaining to the previous fiscal year:

1. **Financial information** – and particularly:
  - Interest earnings and investment gains – in accordance with Section 5.7;
  - Proceeds from the disposal of assets – in accordance with Section 12.1;
  - Outgoing transfers – in accordance with Sections 5.3 and 5.4;
  - Incoming transfers – in accordance with Section 5.3; and
  - Amounts paid – in aggregate for Eligible Expenditures on each Eligible Project.
2. **Project information** – describing each Eligible Project that started, ended, or was ongoing in the reporting year.
3. **Results** – and particularly:
  - Expected outputs and outcomes for each ongoing Eligible Project;
  - Outputs generated and outcomes achieved for each Eligible Project that ended construction in the reporting year; and
  - Housing outcomes resulting from each Eligible Project that ended construction in the reporting year, and specifically:
    - i. The number of housing units enabled, supported, or preserved; and
    - ii. The number of affordable housing units enabled, supported, or preserved.
4. **Other information** – such as:
  - Progress made in the development and implementation of asset management plans and systems; and
  - The impact of the CCBF on housing pressures tied to infrastructure gaps, the housing supply, and housing affordability.

## **SCHEDULE E: COMMUNICATIONS REQUIREMENTS**

### **1. COMMUNICATIONS ACTIVITIES**

- 1.1 **Scope.** The provisions of this Schedule apply to all communications activities related to any Funds and Eligible Projects.
- 1.2 **Definition.** Communications activities may include (but are not limited to) public or media events, news releases, reports, web articles, blogs, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, award programs, and multi-media products.

### **2. INFORMATION SHARING REQUIREMENTS**

- 2.1 **Notification requirements.** The Recipient must report all active Eligible Projects to AMO in advance of construction each year. Reports must be submitted in an electronic format deemed acceptable by AMO.
- 2.2 **Active Eligible Projects.** Active Eligible Projects are those Eligible Projects that either begin in the current calendar year or are ongoing in the current calendar year.
- 2.3 **Information required.** The report must include, at a minimum, the name, category, description, expected outcomes, anticipated CCBF contribution, anticipated start date, and anticipated end date of each active Eligible Project.

### **3. PROJECT SIGNAGE REQUIREMENTS**

- 3.1 **Installation requirements.** Unless otherwise approved by Canada, the Recipient must install a federal sign to recognize federal funding for each Eligible Project in accordance with design, content, and installation guidelines provided by Canada.
- 3.2 **Permanent signs, plaques, and markers.** Permanent signage, plaques, and markers recognizing municipal or provincial contributions to an Eligible Project must also recognize the federal contribution and must be approved by Canada.
- 3.3 **Responsibilities.** The Recipient is responsible for the production and installation of Eligible Project signage in accordance with Section 3 of this Schedule E, except as otherwise agreed upon.
- 3.4 **Reporting requirements.** The Recipient must inform AMO of signage installations in a manner determined by AMO.

#### 4. DIGITAL COMMUNICATIONS REQUIREMENTS

- 4.1 **Social media.** AMO maintains accounts dedicated to the CCBF on several social media networks. The Recipient must @mention the relevant account when producing content that promotes or communicates progress on one or more Eligible Projects. AMO's CCBF-dedicated social media accounts are identified on [www.buildingcommunities.ca](http://www.buildingcommunities.ca).
- 4.2 **Websites and webpages.** Websites and webpages created to promote or communicate progress on one or more Eligible Projects must recognize federal funding using either:
- a) A digital sign; or
  - b) The Canada wordmark and the following wording (as applicable):
    - i. "This project is funded in part by the Government of Canada"; or
    - ii. "This project is funded by the Government of Canada".

The Canada wordmark or digital sign must link to [www.infrastructure.gc.ca](http://www.infrastructure.gc.ca). Guidelines describing how this recognition is to appear and language requirements are posted at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

#### 5. REQUIREMENTS FOR MEDIA EVENTS AND ANNOUNCEMENTS

- 5.1 **Definitions.** Media events and announcements include, but are not limited to, news conferences, public announcements, and the issuing of news releases to communicate the funding of Eligible Projects or achievement of key milestones (such as groundbreaking ceremonies, grand openings, and completions).
- 5.2 **Authority.** Canada, AMO, or the Recipient may request a media event or announcement.
- 5.3 **Notification requirements.** Media events and announcements must not proceed without the prior knowledge and agreement of AMO, Canada, and the Recipient.
- 5.4 **Notice.** The requester of a media event or announcement must provide at least fifteen (15) business days' notice to other parties of their intention to undertake such an event or announcement. If communications are proposed through a news release with no supporting event, Canada additionally requires five (5) business days with the draft news release to secure approvals and confirm the federal representative's quote.
- 5.5 **Date and location.** Media events and announcements must take place at a date and location that is mutually agreed to by the Recipient, AMO and Canada.

- 5.6 **Representatives.** The Recipient, AMO, and Canada will have the opportunity to participate in media events and announcements through a designated representative. Each Party will choose its own designated representative.
- 5.7 **Responsibilities.** AMO and the Recipient are responsible for coordinating all onsite logistics for media events and announcements unless otherwise agreed on.
- 5.8 **No unreasonable delay.** The Recipient must not unreasonably delay media events and announcements.
- 5.9 **Precedence.** The conduct of all joint media events, announcements, and supporting communications materials (e.g., news releases, media advisories) will follow the Table of Precedence for Canada.
- 5.10 **Federal approval.** All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of all contributors.
- 5.11 **Federal policies.** All joint communications material must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 5.12 **Equal visibility.** The Recipient, Canada, and AMO will have equal visibility in all communications activities.

## 6. PROGRAM COMMUNICATIONS

- 6.1 **Own communications activities.** The Recipient may include messaging in its own communications products and activities with regards to the use of Funds.
- 6.2 **Funding acknowledgements.** The Recipient must recognize the funding of all contributors when undertaking such activities.

## 7. OPERATIONAL COMMUNICATIONS

- 7.1 **Responsibilities.** The Recipient is solely responsible for operational communications with respect to the Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official languages policy.
- 7.2 **Federal funding acknowledgement.** Operational communications should include, where appropriate, the following statement (as appropriate):
- a) "This project is funded in part by the Government of Canada"; or
  - b) "This project is funded by the Government of Canada".

- 7.3 **Notification requirements.** The Recipient must share information promptly with AMO should significant emerging media or stakeholder issues relating to an Eligible Project arise. AMO will advise the Recipient, when appropriate, about media inquiries received concerning an Eligible Project.

## 8. COMMUNICATING SUCCESS STORIES

- 8.1 **Participation requirements.** The Recipient must work with Canada and AMO when asked to collaborate on communications activities – including, but not limited to, Eligible Project success stories (including positive impacts on housing), Eligible Project vignettes, and Eligible Project start-to-finish features.

## 9. ADVERTISING CAMPAIGNS

- 9.1 **Responsibilities.** The Recipient may, at its own cost, organize an advertising or public information campaign related to the use of the Funds or Eligible Projects, provided that the campaign respects the provisions of this Agreement.
- 9.2 **Notice.** The Recipient must inform Canada and AMO of its intention to organize a campaign no less than twenty-one (21) working days prior to the launch of the campaign.

# Chisholm Township

## Report to Council

Report No.: 2024-02

Date: June 20, 2024

Originator: Jenny Leblond, CAO Clerk-Treasurer

Subject: **Supplying, Hauling, and Spreading of Quarry – Granular ‘A’ Gravel and Quarry “B” Type II Gravel**  
**Tender CH 2024-01**

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### RECOMMENDATION

That Tender CH 2024-01 for the supplying, hauling and spreading on various roads of approximately 10,000 metric tonnes of Quarry – Granular ‘A’ Material and approximately 2500 metric tonne of Quarry Granular “B” type II, be awarded to Evan Hughes Excavating for the lowest bid of \$250,860 including H.S.T..

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### BACKGROUND

Tender CH 2024-01 is for the supplying, hauling and spreading on various roads of approximately 10,000 metric tonnes of Quarry – Granular ‘A’ Material and approximately 2500 metric tonne of Quarry Granular ‘B’ type II. Tender was submitted by invitation to the distribution list and publicly advertised on the Township website. The Tender closed on June 20<sup>th</sup>, 2024 at 3:00 p.m., and was opened after 3:15 p.m. in the Municipal Office in the presence of Shawn Hughes and Jessica Laberge.

Of the invitations and the public advertisement process, a total of two (2) tender packages were received. No addendums were issued.

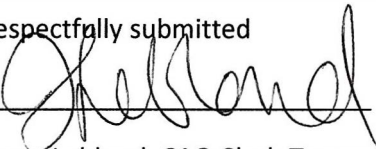
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### ANALYSIS/OPTIONS

The tenders were checked for Errors and Omissions and none were found. The recommendation is for the lowest tender.

	Price	HST	TOTAL
Evan Hughes Excavating	\$222,000	\$28,860	\$250,860
McCrea Excavating LTD.	\$238,250	\$30,972.50	\$269,222.50

Respectfully submitted

  
\_\_\_\_\_  
Jenny Leblond, CAO Clerk-Treasurer

I concur with this report and recommendation.

  
\_\_\_\_\_  
Shawn Hughes, Operations Superintendent





# Community Risk Assessment

Township of Chisholm and the Chisholm Twp. Fire Dept.

Final Version – May 31<sup>st</sup>, 2024



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## Executive Summary

Developed in compliance with the Fire Protection and Prevention Act, the 2024 Community Risk Assessment will guide Chisholm's fire policies and regulating by-law during the next five years.

The Assessment process requires a detailed survey of the risks arising from Chisholm's geography, demographics and economic situation, as well as the services available to counter those risks. Planners must also weigh potential hazards from emerging trends, including economic and population growth, changing climate and weather patterns.

The results underline the importance of the fire department's core tasks: fire suppression, public education, and code enforcement. The most predictable and significant risks the department faces include house fires, fires in outbuildings and agricultural buildings, and dangerous wildland fires, particularly in the "wildland-urban interface" (WUI) where fires in the bush can spread to homes and farms, and structure fires can also ignite blazes that move through surrounding fields and forests. These risks are likely to increase as the township's building stock and population grow, especially given the popularity of rural, forested properties.

Along with the technology, training, and equipment to suppress these fires, the Assessment highlights the value of a vigorous public education, life safety and code enforcement. A mitigation program for forest fires should also be considered as part of this fire safety effort.

In addition, the increasing popularity of outdoor recreation, particularly in remote areas, along with the increasing value of and interest in waterfront property, raises issues of remote rescue, ice and water rescue, and flood response. The fire department now offers only limited service in these areas. The question of whether these services should be maintained or augmented will require future discussion by staff and council, and ultimately future direction from council.

## Introduction

Ontario Regulation 378/18 of the Fire Protection and Prevention Act, 1997, requires municipal fire departments to conduct a Community Risk Assessment (CRA) every five years, and use the assessment's findings to "inform decisions about the provision of fire protection services."

The CRA includes information drawn from the township Emergency Plan (By-Law 2010-53) and will guide revisions to the fire department's levels of service, as set by its establishing and regulating by-law (By-Law 2023-13). The ultimate goal is to improve community and firefighter safety by aligning levels of service, policies, and standard operating guidelines (SOGs) with the likely hazards faced by township residents and visitors.

## The Assessment Process

The CRA requires nine mandatory profiles surveying Chisholm's:

- geography;
- building stock;
- critical infrastructure (as determined in the Emergency Plan);
- demographics;
- hazards (as determined in the Emergency Plan);
- public safety response;
- community services;
- economics; and
- recent fire history.

Risks arising from these profiles are graded by **probability** on a five-point scale, ranging from "rare" (no incidents in the past 15 years) to "almost certain" (multiple or recurring incidents every year.)

Risks are also assigned a **consequence** on a five-point scale from "insignificant" (no life safety impact, property loss, economic impact or effect on "general living conditions") to "catastrophic" (significant loss of life, multiple properties, long-term economic/business disruption, environmental damage requiring long-term evacuation.)

The CRA process ranks risks by priority and requires staff select options to respond to the risk. Options include:

- **Avoiding the risk:** programs and activities that would **prevent the risk**. (Example: fire code inspections and public education may prevent fires or reduce life safety risks.)
- **Mitigating the risk:** programs and activities that **reduce the probability or consequences** of a fire or emergency. (Example, the FireSmart program could reduce the intensity of wildfires, helping to save structures and lives.)

- **Accepting the risk:** The risk will happen, and a response will be required. House and vehicle fires, for example, happen almost every year in Chisholm. Does the fire dept. have the capacity (equipment, training, personnel, planning) to respond?
- **Transferring the risk:** Can the risk be transferred to another agency, body, or individual? (Example: If the fire department does not conduct water rescue, is rescue the job of private individuals, community lifeguards, or is there another agency outside the township that can respond?)

## **Mandatory Profiles – Executive Summary**

### 1. **Geography:**

Chisholm covers almost 207 square kilometres, with a population density of 6.4 people per square kilometre (2021). The township includes 1,900 acres of lake surface (Wasi, Graham, part of Nosbonsing), at least 30 kilometres of shorelines along rivers and creeks, 122 kilometres of roads, additional private roads, and an extensive network of trails. Water crossings include at least nine bridges and ten large culverts. The landscape is about 70 per cent forested lands, wetlands and wildland-urban interface (WUI) with significant agricultural area. There is also rough, hilly and remote topography.

Risks: Wildland fire. Flooding. Potential evacuations of affected areas. Water and ice rescue. Remote rescue. Traffic volume and diversity leading to collisions/extrications (traffic ranging from logging trucks to farm vehicles to commuters, ATVs, horsedrawn vehicles, very young pedestrians.) Access difficulties caused by flooding, remote terrain. Agricultural/livestock accidents and fires that could displace or release large numbers of animals.

### 2. **Building Stock:**

685 single family dwellings (92 farm, 124 cottage, 469 full-time residences). Eleven industrial, seven mercantile, four assembly occupancies. Five mobile homes (and many more seasonal trailers). Two multi-unit residential units. Unknown number of outbuildings/farm buildings listed as “other” in the Ontario Building Code (including 230 farm properties.)

Risks: High risk of single-family dwelling fires. Moderate risk of outbuilding/agricultural building, and mobile home/trailer fire. Increasing assessment in residential, farmland and industrial classes suggests a growing population will lead to an increase in structures requiring fire protection.

### 3. **Critical Infrastructure:**

Telecommunications towers provide emergency, business and personal communications links through radio, mobile phone and internet.

Risks: Loss of towers/tower service through wildland fire, severe weather, prolonged electrical failure. Possible loss of FD repeater and dispatch. (Also potential for landlines to cease operating with loss of battery backup power.)

4. **Demographic profile:**

Statistics Canada listed 1,312 residents in the 2021 census. Twenty-four per cent of the population is under 19 (compared to 21 per cent of the Ontario population as a whole). Twenty percent is over 65 (compared to 17.6 of Ontario.) Average household size is 2.6 (versus 2.9 for Ontario). Median household income in 2020: \$78,000. (Ontario: \$81,000.)

Most common languages spoken at home: English, German/Germanic languages, French. About a quarter of the population has moved here from elsewhere (mostly within Ontario) during the five years prior to the 2021 census.

Risks: Creating relevant and accessible public education/fire prevention/life safety messages, ideally in at least three languages.

5. **Hazard Profile:**

A. Disruptive flooding: Potential to disrupt road network or force evacuations/prevent emergency response in areas around and near Wasi Lake. Some road disruption more broadly.

- FD existing capability: Shore-based water rescue (until July 1, 2028), no training or equipment for flood or swift-water rescues.

B. Infectious disease: increased medical response, possibly limited personnel.

- FD existing capability: PPE for respiratory illnesses.

C. Large Wildland Fire: Potential for extensive property damage, threat to life, extensive evacuation.

- FD existing capability: Equipment, training and personnel for smaller and slower-moving fires and spot fires (possibly up to 5-8 acres.)

D. Severe Weather Event: Difficult travel, slow response, impact on electrical infrastructure. Limited personnel available to respond.

- FD existing capability: One four-wheel drive vehicle. Portable generators and municipal building generator with limited capacity.

E. Electrical Energy Failure: Potential difficulties re: fueling vehicles and operating fire hall, radio repeater station, dispatch. Possibly limited personnel.

- FD existing capability: Portable generators and municipal building generator with limited capacity.

6. **Public Safety Response:**

Possible assistance from MNRF, OPP, MOE, Health Unit, farm groups.

- Risks: wildland fire, evacuation and traffic control, barn fires and accidents involving livestock and stray livestock on roads, dangerous goods/hazardous materials spills and releases, infectious disease and illness prevention.

7. **Community Services Profile:**

Church groups, social service agencies, farm and horse groups, private road associations. The Red Cross and Chisholm United Church have formal roles (disaster assistance, warming and reception centre) in the township emergency plan.

- Risks: Assist in mitigation and avoidance (public education, FireSmart), assist in emergency and disaster response, assist individuals in need following emergency response.

8. **Economic Profile:**

The township economy does not rely on any single employer or industry. The local economy does, however, rely on several broad income streams including:

- Agriculture;
- Cottaging, camping, tourism and outdoor recreation, including hunting, fishing, snowmobiling, ATV operation, equine activities;
- Commuting to jobs, services, and shopping in nearby communities;
- Risks: Barn fires, infectious disease, wildland-urban interface fires, flooding, disruptions to road network, infrastructure damage from severe weather, remote rescues, medical calls, water and ice rescue.

9. **Past loss and event history profile (fire statistics):**

During 2021-2023, the Chisholm FD averaged 32 calls per year, including:

- Four fires involving single-family dwellings (ranging from chimney fires to total loss);
- Two fires involving outbuildings/agricultural buildings;
- One fire involving a seasonal trailer;
- Six vehicle fires;
- Four motor vehicle collisions or extrication calls;
- Six carbon monoxide alarms;
- 19 Open-air burning calls;
- Four "no loss" outdoor fires;
- One major wildland-urban interface fire; and
- 23 medical calls.

Causes of structure fires:

- undetermined (suspected electrical);
- chimney and wood stove;
- spreading wildland fire; and
- lightning strike.

Annual losses averaged just over \$214,000.00 (Likely an underestimate.)

## Key Risks

### 1. Fires involving single-family dwellings.

These incidents occur almost every year with the potential for significant life-safety risk and property loss.

- Avoid: Public education;
- Mitigate: Smoke and carbon monoxide alarm program, fire extinguisher training;
- Accept: Equip and train department for interior attack, limited search and rescue (NFPA Firefighter II level); and
- Transfer: Mutual Aid and Automatic Aid with neighbouring municipalities where possible.

### 2. Fires involving outbuildings/agricultural buildings.

Incidents occur most years, with the potential for significant property and livestock loss.

- Avoid: Public education
- Mitigate: Promote fire extinguisher installation and training.
- Accept: FD requires capacity to flow large amounts of water for suppression. (Tanker, pumps, portatanks, training for defensive fires, livestock management in emergency situations.)
- Transfer: Mutual Aid, Automatic Aid, agreements with farm and livestock groups.

### 3. Wildland-urban interface (WUI) fires and dangerous wildland fires.

Incidents occur two or three times per decade, but have the potential for catastrophic property, life-safety and financial impacts and emergency evacuations.

- Avoid: public education, open burning by-law, use of permits and bans. FireSmart program;
- Mitigate: Landscape treatments as per the FireSmart program;
- Accept: Train and equip for wildland fire, build large-fire policies and operating guidelines. Consider “values protection” approaches (sprinklers, etc.); and
- Transfer: MNRF agreement, Mutual Aid, fire mitigation work with landowners/FireSmart local committee.

### 4. Public Fire Safety Education and Fire Code/By-Law enforcement.

Since structural fires are almost certain (happening several times every year), public education, fire code and by-law enforcement are crucial to mitigate the risk and reduce life-safety threats to landowners, visitors, and firefighters.

- Mitigate: Effective building code enforcement with new structures/permitted change of use or extensive renovation;
- Accept: Fire Dept. Public and Life Safety Educator and Fire Inspector on staff or through contract, with training, policies and guidelines to support operation; and
- Transfer: Working with community groups (farmers, businesses, churches, cottagers, etc.) to deliver fire safety messages, offer voluntary inspections, FireSmart mitigations.



5. **Ice/water and remote rescue.**

These incidents are unlikely (approximately twice per decade) but increasing recreation and lake-based activities may boost their frequency.

- Avoid: Public education;
- Mitigate: Warning signs near lakes and trails?
- Accept: Department can operate “shore-based” rescue as per existing policy until 1 July 2028. Could consider costs and requirements to meet new NFPA 1006 standard for Technical Rescues. Department has conducted remote rescues on an ad hoc basis; and
- Transfer: Can campgrounds, road associations, snowmobile clubs, anglers and hunters/boating/atv groups assist in public education? Are there other agencies/FDs who could be contracted for water rescue or remote response?

6. **Flood response.**

Significant flooding (defined as damaging roads and infrastructure and threatening structures) is unlikely (typically once per decade), but has the potential for property damage, disruptive evacuations, and some life-safety risk. The department’s flood responses have been on a case-by-case basis with no widespread evacuation to date. The department has no capacity to enter the water for rescues.

- Avoid: Equip residents, cottagers with flood response education through emergency planning program;
- Mitigate: Road improvements, sandbag education for landowners;
- Accept: Consider equipping and training for limited flood evacuation response. (Possibly modelled on Huntsville, Bracebridge); and
- Transfer: Can another agency offer advice, co-ordination, assistance? Conservation Authority, MNRF, OPP, neighbouring fire departments.

## Worksheet 1: Geographic Profile

Chisholm covers almost 207 square kilometres, with most of the area laid out in 100-acre settlement lots. Population is widely dispersed and overall density is 6.4 people per square kilometre (2021). Historic settlements include the hamlets of Alderdale and Chiswick, with additional residential/cottage density along Wasi and Nosbonsing Lakes, and sections of River and Village Roads.

Geographic Feature	Impact on Fire Protection
<p><b>Lakes:</b> All of Wasi and Graham Lakes, small portions of Mink and Nosbonsing Lakes (about 1,900 acres total surface area.)</p>	<ul style="list-style-type: none"> <li>● Potential for water/ice rescue.</li> <li>● Flooding.</li> <li>● Additional response and travel times/access issues.</li> <li>● Potential for remote rescues/fires.</li> <li>● Tourists, campers, short-term visitors not aware of burning regulations.</li> </ul>
<p><b>Rivers and Creeks:</b> Wasi River, Graham, Depot and Bear Creeks and other watercourses. (At least 30 kms of shoreline along major waterways.)</p>	<ul style="list-style-type: none"> <li>● Potential for water/ice rescue.</li> <li>● Flooding and road washouts may impact response and travel times/access.</li> <li>● Potential for remote rescue.</li> <li>● Good water access for firefighting in many areas.</li> </ul>
<p><b>Road Network:</b> 28 municipal and private roads, totaling 122 kms of municipal roads plus an additional 8 kms of private roads.</p>	<ul style="list-style-type: none"> <li>● Potentially complex extrications/MVCs/medical calls from diverse range of traffic operating at different speeds. (Farm and horse-drawn vehicles, logging, transport and livestock trucks, school buses, commuters, ATVs, pedestrians.)</li> <li>●</li> </ul>
<p><b>Trail Networks:</b> Shirley Skinner Conservation Area, Snowmobile trail on CN line (20 kms), numerous private or informal trails.</p>	<ul style="list-style-type: none"> <li>● Complex and remote rescues, ATV-related accidents.</li> <li>● Possible access to remote fires</li> <li>● May be inaccessible for fire vehicles.</li> </ul>
<p><b>Topography and land use</b></p>	<ul style="list-style-type: none"> <li>● Land base about 70 percent woodlands and wetlands</li> <li>● Extensive agricultural areas in central/south of township. Also abandoned fields reverting to brush in more marginal areas.</li> <li>● Rolling to hilly/rough topography with difficult access.</li> <li>● Significant potential for wildland-urban interface (WUI) fires affecting farms, residences, cottagers and campers.</li> <li>● Potential for remote rescues, fires, medical calls.</li> <li>● Farm, logging, hunting and fishing-related injuries.</li> <li>● Limited water access on high ground near Algonquin Park.</li> </ul>
<p><b>Water crossings.</b> (Nine bridges, 10 large culverts.)</p>	<ul style="list-style-type: none"> <li>● Flood/failure risk.</li> <li>● Access problems, additional travel time.</li> </ul>

Office of the Fire Marshal and Emergency Management  
**Worksheet 2: Building Stock Profile**

The township's building stock largely consists of single-family homes, cottages, and farm or accessory buildings (barns, garages, workshops etc.) Densities are greatest around Wasi Lake and in the River Road area. Extensive Wildland Urban Interface (WUI) across much of the township. Wide range in ages and construction types, with traditional wooden frame construction predominant. Data drawn from MPAC, Township and Fire Dept. Administration.

<b>Building Stock Profile Risks</b>						
<b>Occupancy Classification</b>		<b>Issues/Concerns (i.e. age of buildings; use of buildings; building density, height and area; historic and culturally significant buildings; etc.)</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)	
<b>Group A</b>	Assembly: 4	Church, Twp. Office, Golf Course, Amish School.	Rare – no incidents in 15 yrs	Moderate	Low	
<b>Group B</b>	Detention Occupancies.	Not Applicable				
	Care and Treatment / Care: Nil	Not Applicable				
<b>Group C</b>	Single family: 685	92 farms, 124 cottage, 469 residential	Almost certain – incidents almost every year.	Moderate	High	
	Multi-unit residential:2	Two duplexes.	Rare	Moderate	Low	
	Hotel / Motel.	Not Applicable.				
	Mobile Homes & Trailers: 5	Five used as homes, in additional to seasonal trailers at campgrounds.	Possible – at least one incident in past five years	Moderate	Moderate	

	Other	230 farm properties.	Possible	Moderate	Moderate
<b>Groups D &amp; E</b>	Business & Personal Service / Mercantile: 7	Retail: 1. "Small office buildings": 2. Auto repair shop: 1. Campground: 2. Golf course: 1	Possible	Moderate	Moderate
<b>Group F</b>	Industrial:11	Gravel pits: 8. Township PW, Steel Ridge Metals, Algonquin Pallets. Additional on-farm or home-based industries not captured.	Rare	Moderate	Low
<b>Other</b>	Occupancies not classified in OBC such as farm buildings: at least 230.	Farm properties: 230. Railway building, additional farm and hobby farm buildings and accessory buildings/sheds not captured in data.	Likely – multiple incidents in past five years.	Minor	Moderate

**Note:** The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

**Worksheet 3: Critical Infrastructure Profile**

Consider the community’s critical infrastructure including electricity distribution, water distribution, telecommunications, hospitals, and airports and how they relate to fire and other emergency risks in the community.

<b>Critical Infrastructure Profile Risks</b>	
List the critical infrastructure in your community and the fire and other emergency issues/concerns relating to each.	
<b>Identified Critical Infrastructure</b>	<b>Issues/Concerns</b>
Telecommunications towers	Loss of towers in fire, wind or ice storm, etc. would limit emergency communications. Economic impact on local businesses, remote workers, etc. Could also be limited service from land lines as batteries fail in prolonged outage.

**Note:** The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

**Worksheet 4a: Demographic Profile**

Consider the characteristics of your community’s demographic profile to identify potential fire safety issues/concerns. This will help the fire department prioritize its overall risk and decisions about the provision of fire protection services. For example, traditionally older adults, young children, recent immigrants, and people with disabilities are at the highest risk of fire. Knowing if your community has a high number of people in any of these demographic groups helps your fire department prioritize your public fire safety education and Fire Code inspection and enforcement programs.

Demographic profile characteristics to consider include: age, culture, education, socio-economics, transient populations or other unique population characteristics in your community.

<b>Ages of population</b>	<b># of People</b>	<b>% of Total Population</b>
0-4	80	6.1
5-9	85	6.5
10-14	80	6.1
15-19	70	5.3
20-24	35	2.8
25-29	50	3.8
30-34	85	6.5
35-39	80	6.1
40-44	85	6.5
45-49	70	5.3
50-54	85	6.5
55-59	120	9.1
60-64	120	9.1
65-69	100	7.9
70-74	75	5.7
75-79	60	4.5
80-84	15	1.1
85 and over	15	1.1
<b>Total Population</b>	<b>1310</b>	<b>100%</b>
<b>Ages of population</b>	<b># of People</b>	<b>% of Total Population</b>

<b>Demographic Profile Risks</b>	
List the demographic groups of concern in your community and the fire and other emergency issues/concerns relating to each group.	
<b>Identified Demographic Group</b>	<b>Issues/Concerns</b>
Amish community, French-speaking residents.	<ul style="list-style-type: none"> <li>• Possible language, cultural barriers.</li> </ul>
Seniors represent nearly a quarter of population.	<ul style="list-style-type: none"> <li>• Many senior households and single seniors living alone, increased fire and medical risk.</li> </ul>
Children represent nearly a quarter of population	<ul style="list-style-type: none"> <li>• Only one school in township. Other children attend school in nearby municipalities. Increased fire risk for young children.</li> </ul>
Cottagers, tourists, campers	<ul style="list-style-type: none"> <li>• Limited opportunities for fire safety messages. Increased wildfire risk with open burning.</li> </ul>
New residents	<ul style="list-style-type: none"> <li>• May not be aware of burning by-laws. Increased fire risk with open burning.</li> </ul>

**Note:** The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

<b>Hazard Profile Risks</b>			
List the hazards in your community and the fire or other emergency risk of each. Assign probability, consequence and risk levels to each risk identified.			
<b>Identified Hazard</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Disruptive Flooding. (Obstructed access and disruptions to road grid/waterway crossings, property damage, calls for rescue/assistance, potential for limited evacuation.)	Possible (one occurrence in past five years.)	Minor (potential risk to life safety, property loss, minimal disruption to economic and other township activity.)	Moderate risk.
Infectious Disease (Health threat to residents, township employees, difficulties maintaining operations, additional economic costs, increased calls for assistance.)	Possible (one occurrence in past five years.)	Moderate (threat to life safety, some economic and quality of life disruption.)	Moderate risk.
Large Wildland Fire (Obstructed access and disruptions to road grid, property damage, life safety threat, more calls for assistance/fire suppression, potential for evacuation, economic impact.)	Possible (one occurrence in past five years.)	Moderate (threat to life safety, property loss, economic/quality of life disruption.)	Moderate risk.
Severe Weather Event (Disruptive wind/ice/snow/rain storm, damage to property, economics and service disruption, increased calls for assistance.)	Likely	Minor (potential risk to life safety, minor property loss, minimal disruption to economic and other township activity.)	Moderate risk.
Electrical Energy Failure (Economic and service disruption, potential health threat to vulnerable citizens, potential property damage during winter, economic and service disruption, increased calls for assistance, fire suppression.)	Likely	Minor (potential risk to life safety, minor property loss, minimal disruption to economic and other township activity.)	Moderate risk.



Office of the Fire Marshal and Emergency Management  
**Worksheet 6: Public Safety Response Profile**

Consider other public safety response agencies (i.e. police, EMS, rescue) that might be tasked with or able to assist in the response to emergencies or in mitigating the impact of emergencies. Also consider the types of incidents each is able to respond to and any issues or concerns that may impact fire department response.

<b>Public Safety Response Profile</b>			
List the other public safety response agencies in your community and the incidents they respond to.			
<b>Identified Public Safety Response Agency</b>	<b>Types of Incidents They Respond To</b>	<b>What is Their Role at the Incident</b>	<b>Issues/Concerns</b>
Ontario Provincial Police	<ul style="list-style-type: none"> <li>• MVCs</li> <li>• Fire Scenes</li> <li>• Arson</li> <li>• Body recovery</li> <li>• Some rescues</li> </ul>	<ul style="list-style-type: none"> <li>• Scene control, traffic control, evacuation.</li> </ul>	Limited resources for large call (forest fire.) Limited rescue ability. Delayed responses.
Parry Sound/Nipissing EMS	<ul style="list-style-type: none"> <li>• Medical Calls</li> </ul>	<ul style="list-style-type: none"> <li>• Patient assessment and treatment.</li> </ul>	Limited access to wildland/remote areas. Delays in call response due to volume.
Ministry of Natural Resources and Forestry.	Forest fires on Crown Land, large fires on municipal/private land.	<ul style="list-style-type: none"> <li>• Suppression</li> </ul>	Township may face significant unbudgeted financial risk for large fires.
Animal Control/Provincial Animal Welfare Services	Animal welfare, stray pets.	By-law or provincial enforcement.	May assist with fire code-related issues involving animals.
North Bay Parry Sound District Health Unit	Infectious disease and disease control, health inspections.	Advice and expertise, possible enforcement.	May assist with incident response.
Ministry of Environment	Spills and pollution response.	Advice and expertise, possible enforcement.	May assist with incident response.
Livestock/Farm Groups	Livestock road accidents/barn fires	Ad hoc assistance	No formal contacts with Fire Dept.
North Bay Mattawa Conservation Authority	Flood warnings and control	Water management	Advisory capacity re: flood conditions.

Office of the Fire Marshal and Emergency Management  
**Worksheet 7: Community Services Profile**

Consider community service agencies, organizations or associations that provide services that support the fire department in the delivery of public fire safety education, Fire Code inspection and enforcement and emergency response. This may include services in-kind, financial support, provisions of venues for training, increased access to high-risk groups in the community, and temporary shelter for displaced residents following an incident.

<b>Community Services Profile Risks</b>		
List the community service agencies and the types of services they can provide.		
<b>Community Service Agencies</b>	<b>Types of Assistance they Can Provide</b>	<b>Issues/Concerns</b>
Canadian Red Cross (And other NGOs)	Temporary shelter, clothing, food following an incident	Red Cross can act as gateway to other organizations.
VICARs	Counselling, victims' services for fires/crimes, assistance contacting other agencies (Salvation Army.)	Need to firm up contacts with FD.
Chisholm United Church	Food, warming centre, assistance with clothing or other necessities.	Limited washroom facilities. No landline telephone. No generator power.
Low Income People Involvement Nipissing	Assistance with people affected by code enforcement.	Firm up contacts.
District of Nipissing Social Services Admin. Board	Social support	Firm up contacts. (Community paramedic service?)
Farm groups	Fire prevention audience. Assistance with livestock needs.	Firm up contacts.
Cottagers	Fire prevention audience	Firm up contacts

**Note:** The information on this worksheet should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

Consider the industrial or commercial sectors that provide significant economic production and jobs to the local economy and the impact to the community's economy if a fire or other emergency occurred in occupancies housing those sectors.

There is no single occupancy that would severely damage the local economy or the community's property tax base. However, economic drivers include agriculture, cottaging, and outdoor recreation including ATV operation, equine activities, fishing, boating, snowmobiling, hunting and camping. A large commuting population rely on access to North Bay, Powassan and Astorville for employment and shopping.

Recreational/Tourist infrastructure includes two campgrounds, a golf course, a general store/café, maintained snowmobile trail and numerous unofficial trails.

<b>Economic Profile Risks</b>				
List the industrial or commercial occupancies that provide significant economic production and jobs in the community. List the fire or other emergency risks in each occupancy. Assign probability, consequence, and risk levels for each risk identified.				
<b>Identified Occupancy</b>	<b>Key Risk</b>	<b>Probability</b> (refer to Table 1 for suggested probability levels)	<b>Consequence</b> (refer to Table 2 for suggested consequence levels)	<b>Assigned Risk Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Agriculture	Fire, severe weather, infectious disease.	Likely	Moderate	Moderate
Cottages	Fire, flood, severe weather	Possible	Moderate	Moderate
Outdoor recreation	Remote rescue/medical.	Unlikely	Moderate	Moderate
Commuting	Disruption to road access	Rare	Low	Minor
Tourism	MVC, medical call.	Unlikely	Low	Minor

**Worksheet 9a: Past Loss and Event History Profile**

Consider previous response data to identify trends regarding the deaths, injuries, dollar loss, and causes of fire in various occupancy types. This assists in determining the leading causes of fires and high-risk locations and occupancies.

In the absence of fire loss data, local knowledge may be the most reliable predictor of fire risk in your community.

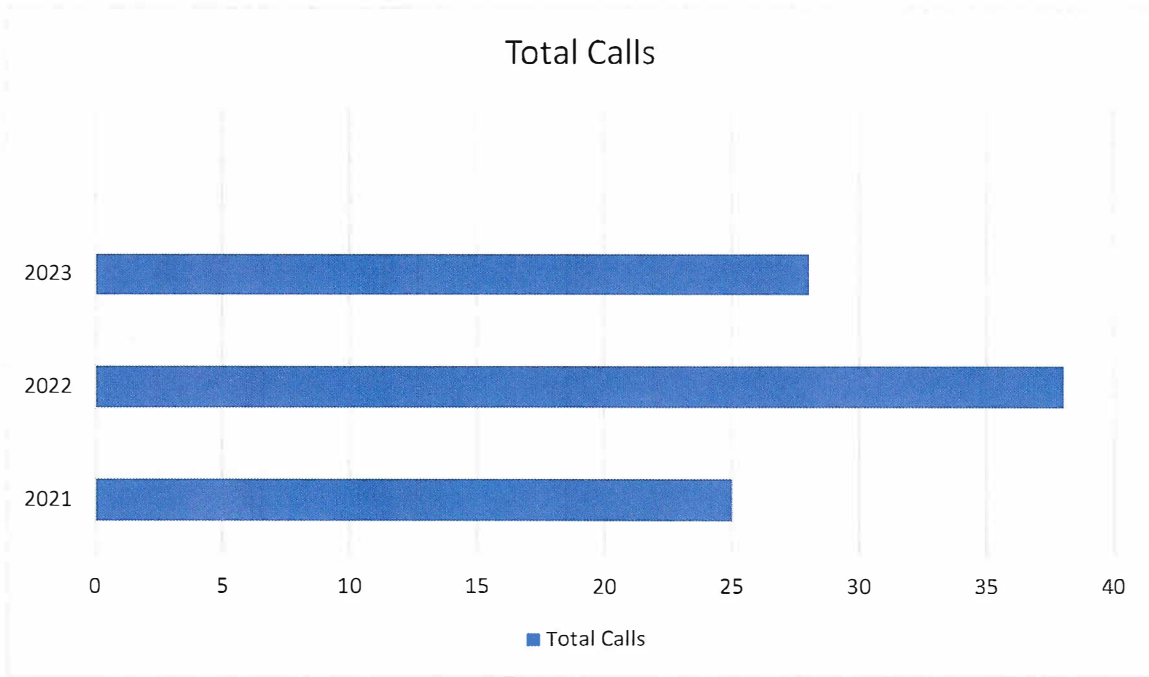
Also, provincial statistics can assist in determining the types of occupancies and locations where fire losses, injuries and deaths most commonly occur.

<b>Municipal Fire Losses, Deaths, Injuries, and Causes</b>																
Occupancy Classification		Year: <u>2021</u>					Year: <u>2022</u>					Year: <u>2023</u>				
		# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes
Group A	Assembly															
Group B	Detention Occupancies															
	Care and Treatment / Care															
Group C	Single family	4	475,000	0	0	Chimneys, electrical, lightning	1	0	1		Burning construction debris,	1	30	0	0	chimney
	Multi-unit residential															
	Hotel / Motel															
	Mobile Homes & Trailers											1	10,500	0	0	electrical
	Other															

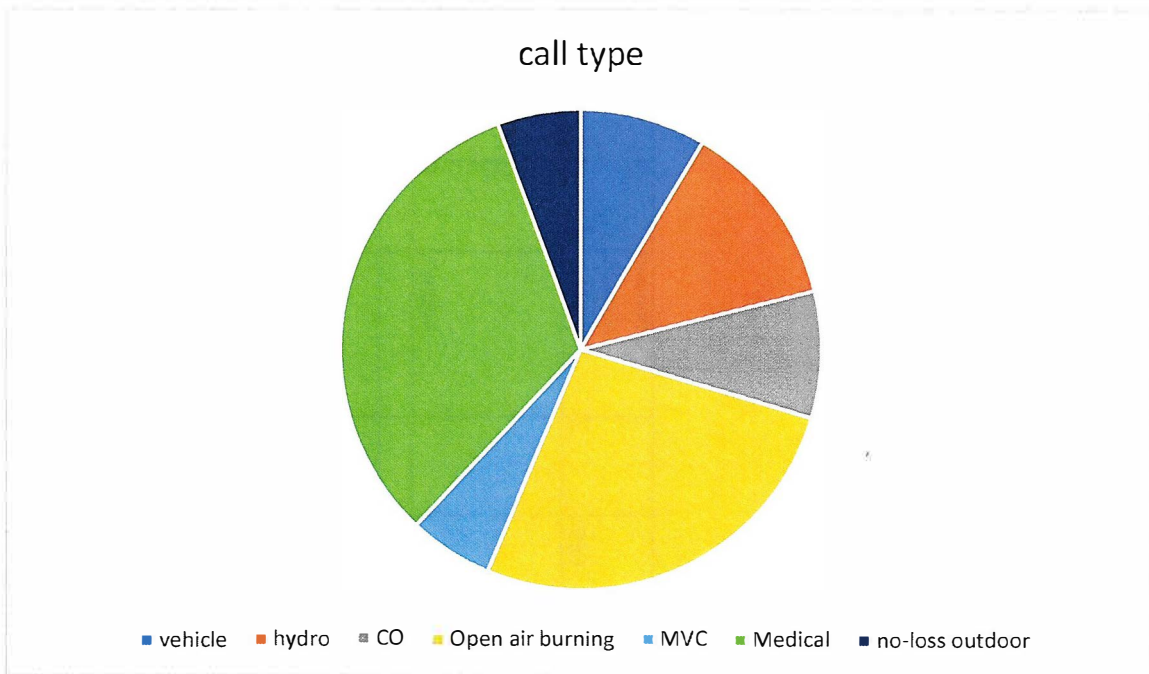
Office of the Fire Marshal and Emergency Management

Occupancy Classification		Year: <u>2021</u>					Year: <u>2022</u>					Year: <u>2023</u>				
		# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes	# of Fires	\$ Loss	# of Injuries	# of Deaths	Causes
Groups D & E	Business & Personal Service / Mercantile															
Group F	Industrial															
Other	Occupancies not classified in OBC such as farm buildings.					2	89,000	0	0	Wildfire						
<b>Totals</b>		4	475,000	0	0	Lightning, electrical, chimney fires	3	89,000	1		Wildfire, outdoor burning	2	2530	0	0	Electrical, chimney

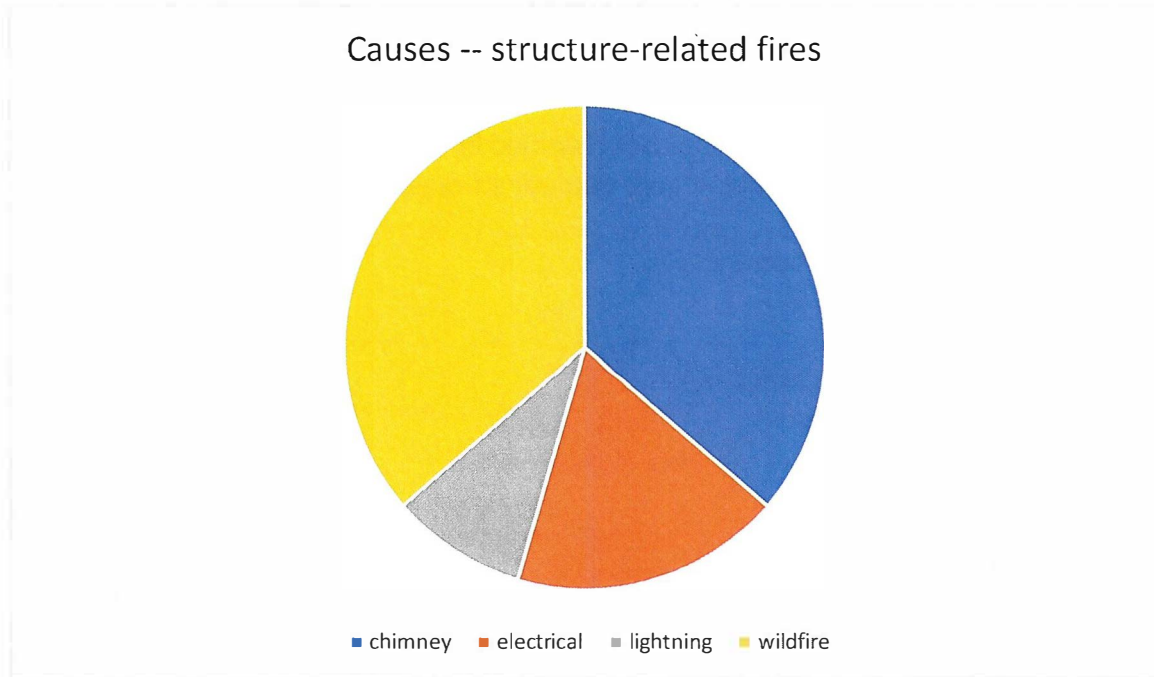
**TOTAL CALLS**



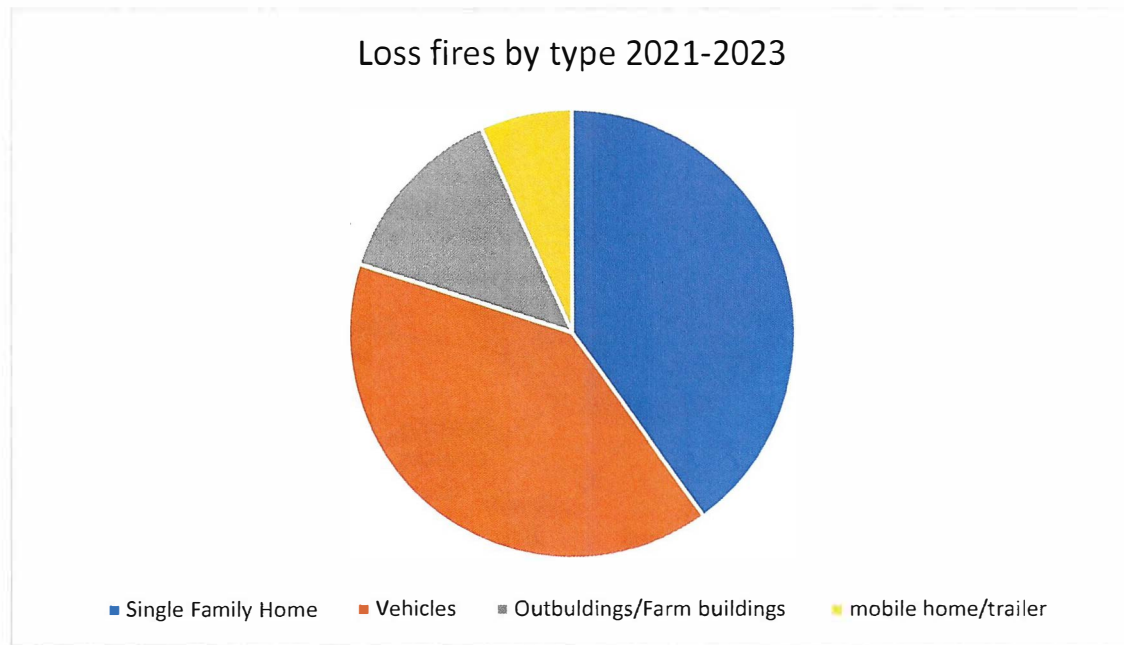
**Non-structure fire calls 2021-2023**



**Structure-related fire calls 2021-2023**



**Loss fires by type**



**Compared to Provincial statistics:**

From 2013 to 2022, there were 108,120 fires with loss reported to the OFM.

48% of these fires occurred in Residential occupancies.

27% occurred in Vehicles.

13% occurred on Structures/Outdoor properties not classified by the Ontario Building code – this includes many non-structure property types – land, outdoor storage, and some structures ranging from barns to weather stations.

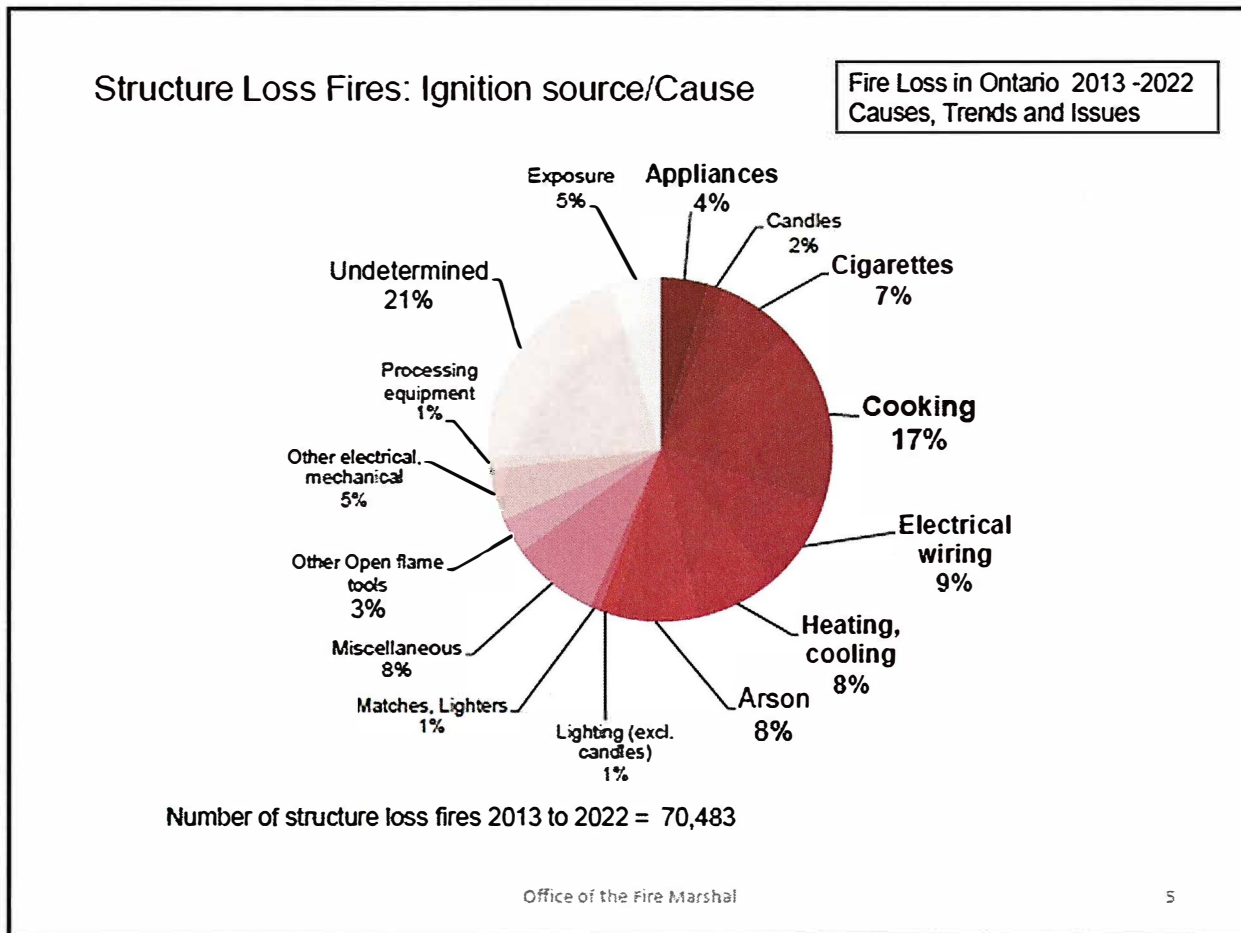
5% of loss fires occurred in Industrial occupancies.

2% in Assembly occupancies.

2% in Mercantile occupancies

2% in Business and personal services occupancies.

1% in Care and detention occupancies.





**Worksheet 9b: Past Loss and Event History Profile**

**Past Loss and Event History Profile Risks**

List the causes for each occupancy type identified on the previous worksheet. Assign probability, consequence and risk levels to each cause identified.

<b>Occupancy</b>	<b>Causes</b>	<b>Probability</b>	<b>Consequence</b>	<b>Assigned Risk</b>
<b>Type/Location</b>		(refer to Table 1 for suggested probability levels)	(refer to Table 2 for suggested consequence levels)	<b>Level</b> (refer to the Risk Level Matrix for suggested risk levels)
Group C – residential low density (single family dwelling)	Chimney fire, Undetermined, Electrical fire, Wildfire, Lightning	Almost certain	Moderate	High
Group C – Mobile Home/trailer	Electrical fire	Possible	Moderate	Moderate
Other – Farm, etc.	Wildfire	Likely	Moderate	Moderate
Vehicle	Typically undetermined	Almost certain	Minor	Moderate
Wildfire	Hydro line down, human causes, lightning	Possible	Major	Moderate
Open Air Burning	Human	Likely	Minor	Moderate

**Note:** The information on Worksheet 9b should be considered in conjunction with the information on all other worksheets, and not in isolation. Worksheet 10 allows fire departments to consider all of the information on all worksheets together in order to make decisions about the provision of fire protection services in their municipality/community.

**Worksheet 10: Identifying Treatment Options for Risks**

The preferred treatment options identified for each risk in the last column of this worksheet can be used to assist the fire department to set its type and level of fire protection services. Refer to the **Setting the Type and Level of Fire Protection Services** section of this guideline.

<b>Identifying Treatment Options for the Top Risks in the Community</b>		
Using Worksheets 1 to 9 identify the top risks or issues/concerns for each of the nine profiles, and identify the preferred treatment option for each.		
<b>Mandatory Profiles</b>	<b>Top Risk or Issues/Concerns</b>	<b>Preferred Treatment Option</b> (refer to the Risk Treatment Options section for suggested treatment options and considerations)
Geographic Profile	Multiple Lakes, rivers, waterways impact training, equipment for rescues, flooding, remote and island fires and rescues	Accept Risk – Determine water rescue and flood response level of service. Mitigate – signs? Avoid – public education. Transfer – other agencies?
	Wildland-urban interface fire risk.	Accept risk – train and equip for wildland fire. Mitigate risk – adopt FireSmart. Transfer risk – consider new agreement with MNRF. Avoid: Open air burning bans, by-law enforcement.
	Topography and land use/trail networks – wide range of topography, difficult access	Accept risk – consider response protocols/SOGs and legal basis for remote rescue. Transfer – other agencies, departments?
	Water crossings (At least nine bridges, ten large culverts) – possible transit risk for heavy trucks, loss of access or delayed response times.	Mitigate risk – Catalogue bridges and capacities, develop SOGs/pre-incident surveys for low-capacity crossings.
	Road network – increasing traffic volume and diversity.	Accept Risk - Implement appropriate response protocols, SOGs, and activities (extrication, animal rescue training.)

Building Stock Profile	Single Family dwellings – high risk (almost certain on a yearly basis)	Accept risk – implement appropriate response, SOGs and training for interior attack.
	Mobile homes and trailers – moderate risk (at least one incident in past five years).	As above but consider mitigation with public education.
	Farm/outbuildings – moderate risk (almost certain on a yearly basis.)	Accept risk. Consider public education re: causes.
Critical Infrastructure Profile	Telecommunications towers	Mitigate risk – catalogue towers, owners, contact information. Develop pre-incident surveys. Transfer risk – tower owners have main responsibility.
Demographic Profile	Identifiable cultural, linguistic groups	Avoid risk – Deliver fire safety messages tailored to community
	New residents	Avoid, mitigate risk – public education, by-law enforcement.
Hazard Profile	Disruptive flooding	Mitigate risk – consider FD training and response capabilities. Transfer – consider contractual aid agreement.
	Infectious Disease	Accept Risk – PPE and SOGs/policies
	Large Wildland Fire	Accept Risk – CFD training, equipment, SOGs. Mitigate – Community mitigation (FireSmart) program. Transfer – Consider MNRF agreement.
	Severe Weather Event	Accept risk.
	Electrical Energy Failure	Accept risk – Equip Fire Hall, Public Works and dispatch system to operate.
Public Safety Response Profile	MNRF re: wildfire response	Accept. Transfer—potential for new agreement.
	OPP re: traffic control, evacuation	Transfer – requires joint training.
	Livestock farm groups (Beef Farmers Ontario, Ontario Sheep) and livestock escape/accident/fire.	Transfer – assistance with livestock responses.

Office of the Fire Marshal and Emergency Management

Community Services Profile	Cottagers, Farm groups	Mitigate – wildfire mitigation.
	Victims’ services, Community Paramedic, Health Unit.	Firm up contacts.
Economic Profile	Agriculture	Accept – training and SOGs for fires, rescues, livestock incidents.
	Cottages	Mitigate – Public education re: level of service (water rescue), FireSmart.
	Outdoor recreation	Discuss remote/water rescue.
	Commuters	Transfer – Public Works, Emergency Planning.
Past Loss and Event History Profile	Single Family Homes	Accept – equipment, training, SOGs. Mitigate – Public education re: chimney and wood-burning mtce., electrical mtce., lightning safety.
	Outbuildings/Farm buildings	Mitigate – FireSmart, electrical.
	Vehicles	Accept – training, SOGs for EVs.
	Mobile Homes/Trailers	Mitigate – public education re: CO and smoke alarms, electrical hazards.
	Open Air Burning	Mitigate – public education and by-law enforcement.

## Appendix A

### Chisholm Township Fire Department – 2024 Authorized Levels of Service.

1. Fire Code Inspection in response to request or complaint (minimum level under Fire Protection and Prevention Act).
2. Public Education and smoke alarm program (required by FPPA).
3. “Limited” structural interior fire attack, with “no expected rescue” (as reported to the Office of the Fire Marshal in annual summary.) By-Law Appendix C is silent on interior/exterior fire attack but authorizes rescues “of victims from burning structures” and “toxic atmospheres.”
4. Vehicle extrication “to the level of training and equipment available.” Currently using basic hand tools, with heavy extrication support from East Ferris Fire Dept.
5. Dangerous Goods/Hazardous Material response “to the level of training and equipment carried on the apparatus” – currently interpreted as the NFPA 1072 “Awareness” level.
6. Ice and water rescue “to the level of training and equipment available.” Currently offering shore-based rescue, but this may cease when new NFPA 1006 standard is required on 1 July 2028.

**Community Risk Assessment Guide  
Appendix B**

**Review**

Fire departments should maintain documentation required by O. reg 378/18. This documentation should include:

- Any changes to any of the mandatory profiles.
- Any changes to assigned risk levels or fire protection services that occur because of the review.
- Any other information the fire department deems appropriate to the review or any resultant changes to fire protection services.

If it is found upon completion of the review within the 12-month period that no changes are required to any of the profiles or fire protection services, then a review could consist of documentation that reflects these findings.

**Dates of Review & Updates**

**Year 2025**

Profile	Issues / Concerns	Treatment of Risk	Preferred Treatment Option

**Year 2026**

Profile	Issues / Concerns	Treatment of Risk	Preferred Treatment Option

**Year 2027**

<b>Profile</b>	<b>Issues / Concerns</b>	<b>Treatment of Risk</b>	<b>Preferred Treatment Option</b>

**Year 2028**

<b>Profile</b>	<b>Issues / Concerns</b>	<b>Treatment of Risk</b>	<b>Preferred Treatment Option</b>

**Year 2029**

<b>Profile</b>	<b>Issues / Concerns</b>	<b>Treatment of Risk</b>	<b>Preferred Treatment Option</b>

## Jessica Laberge

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**From:** Contant, Adam (Rota, Anthony - MP) <adam.contant.470@parl.gc.ca>  
**Sent:** Wednesday, June 19, 2024 10:12 AM  
**To:** admin@mattawan.ca; admin@nipissingtownship.com; admin@papineaucameron.ca; administration@calvintownship.ca; cao.clerk@bonfieldtownship.com; chief@temagamifirstnation.ca; Cindy Pigeau; clerk@powassan.net; cobalt@cobalt.ca; Customer Service; dan.omara@temagami.ca; danc@ntl.sympatico.ca; deputyclerk@bonfieldtownship.org; frontdesk@temagami.ca; Gail Degagne; gord.young@northbay.ca; Jessica Laberge; info@mattawa.ca; info@temiskamingshores.ca; jallen@latchford.ca; Leslie Burn; linda.cook@northbay.ca; lsbthorne@gmail.com; mayorbob@hotmail.com; mayorchirico@northbay.ca; mayordancleroux@gmail.com; municipality@eastferris.ca; npaquette@bonfieldtownship.com; pauline.rochefort@eastferris.ca; piekarsc@npsc.ca; piper@nipissingtownship.com; pmcisaac@powassan.net; 'rnoon@callander.ca'; sberry@Callander.ca; scottm@nfn.ca; tfn@temagamifirstnation.ca  
**Subject:** Invitation to Apply - Green Municipality Fund  
**Attachments:** Green Municipal Fund Invitation.pdf

Greetings,

Please see the attached invitation from MP Anthony Rota.

Thank you,



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

### **Adam Contant**

Communications Manager | Chef de communication

#### **Office of Hon. Anthony Rota | Bureau de l'hon. Anthony Rota**

**Member of Parliament | Député**

**Nipissing-Timiskaming**

375 Main St. West | 375, rue Main Ouest

North Bay, Ontario P1B 2T9

Tel. | Tél. : (705) 474-3700

Toll Free | Sans frais : 1-800-461-1394

Fax | Télécopieur : (705) 474-6964



Greetings,

Our Liberal Government recently announced a major new \$530-million program under the Green Municipal Fund that is administered by the Canadian Federation of Municipalities to support municipalities to better plan and build infrastructure in preparation for the impacts of climate change.

As of today, the Green Municipal Fund is accepting applications through its website under the Local Leadership for Climate Adaptation program. There are three funding buckets that may be able to support your community:

1. Adaptation planning and capacity building;
2. Implementation of adaptation projects such as shoreline erosion infrastructure or urban tree planting
3. Piloting innovative financing approaches to attract private sector financing in adaptation.

The programs under Local Leadership for Climate Adaptation program could provide you with many benefits. In addition to support for climate adaptation planning, municipalities can apply for up to \$1 million to help pay for projects to be built and up to \$70,000 for feasibility studies.

I am strongly encouraging you to consider submitting an application and my office is open to partner with you in making that application.

You can find more information about the new Green Municipal Fund's Local Leadership for Climate Adaption funding program here: <https://greenmunicipalfund.ca/>

Here's to building safer, healthier and more climate resilient communities!

Yours sincerely,

Anthony Rota,

Member of Parliament for Nipissing-Temiskaming



**TOWNSHIP OF  
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

June 6, 2024

The Honourable Paul Calandra,  
Minister of Municipal Affairs and Housing

Dear Hon. Calandra,

**Re: Jurisdiction of Ontario's Ombudsman**

Please be advised that at their last Regular Meeting of Council on Wednesday June 5<sup>th</sup>, 2024, the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan supported the following resolution:

Resolution # 2024-06-05-08  
Moved By: Councillor Kauffeldt  
Seconded by: Councillor Banks

**"Be It resolved that the Council of the Corporation of the Township of Brudenell, Lyndoch and Raglan hereby supports the request from the City of Peterborough that the Honourable Paul Calandra, Minister of Municipal Affairs and Housing be requested to introduce a Bill to amend the Ombudsmen Act.**

**And further that Council directs staff to provide a copy of this resolution to the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable John Yakabuski, Member of Provincial Parliament for Renfrew Nipissing Pembroke; the Association of Municipalities of Ontario; and all Ontario Municipalities."**

**CARRIED.**

Sincerely,

Tammy Thompson  
Deputy Clerk



**City of  
Peterborough**

500 George Street North, Peterborough, ON, K9H 3R9

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April 11, 2024

Hon. Paul Calandra  
Minister of Municipal Affairs and Housing  
via Email:  
minister.mah@ontario.ca

**Re: Jurisdiction of Ontario's Ombudsman**

The following resolution, adopted by City Council at their meeting on April 8, 2024, is forwarded for your information and necessary action.

That Council approve the recommendations outlined in Report LSOCS24-005, dated April 2, 2024 of the Commissioner, Legislative Services, as follows:

- a) That the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, be requested to introduce a Bill to amend the Ombudsman Act to require the Ontario Ombudsman to provide to each municipality, if requested by the municipality, sufficient particulars of each investigation, matter or case respecting the municipality that is referred to in each of the Ombudsman's Annual Reports to permit the municipality to fully understand and address the subject matter of each such investigation, matter or case including:
  - i) a copy of each complaint, as applicable, redacted only to the extent of individuals' personal information contained therein;
  - ii) the identities of the municipality's employees, officers and members of Council with whom the Ombudsman was consulting in respect of the investigation, matter or case; and
  - iii) particulars of the outcome of the investigation, matter or case including the Ombudsman's findings, conclusions and recommendations, if any.
- b) That the City Clerk forward Council's resolutions resulting from Council's approval of these recommendations to Minister Calandra, MPP David Smith, the Association of Municipalities of Ontario and to the municipal Clerks of Ontario's municipalities.