

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

AGENDA COUNCIL MEETING TUESDAY, AUGUST 13, 2024 AT 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 – July 9, 2024 Regular Council Meeting Minutes

5. APPROVAL OF ACCOUNTS – July 2024

6. PRESENTATIONS AND DELEGATIONS - None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

- (a) Mayor and Council Reports
 - Mayor – General Update
- (b) Staff Reports
 - Tax Arrears Report (Encl.)
 - Report from Ben Mousseau By-law Officer (Encl.)
 - Report from CAO Jenny Leblond re: By-law Enforcement Officer (Encl.)
 - Report from CAO Jenny Leblond re: Phragmite Control (Encl.)
- (c) Committee Reports
 - Minutes, General Government, June 19, 2024, 2024 (Encl.)
- (d) Correspondence
 - Letter OPP Re: 2025 annual billing statement
 - AMO Watchfile, July 11, 2024 (Encl.)
 - AMO Watchfile, July 18, 2024 (Encl.)

9. REVIEW BUDGET REPORT – Printed August 1, 2024 (Encl.)

10. PUBLIC WORKS REPORTS

- (a) Memo to Council from OS Shawn Hughes Re: Activity Report (Encl.)
- (b) Memo to Council from CAO Jenny Leblond Re: River Road Washout (Encl.)
- (c) Report to Council to award the Winter Sand Tender (Encl.)

11. NEW BUSINESS

- (a) By-law 2024-21, A by-law to Amend the Procedural By-law (Encl.)
- (b) Recommendation from General Government Code of Conduct Policy 8.15 (Encl.)
- (c) Memo to Council from Planner Chris Jones re: ZBA Sawmill (Encl.)
- (d) Memo to Council from Planner Chris Jones re: ZBA Accessory Residential Unit (Encl.)
- (e) Resolution to adopt the Strategic Plan Goals and the 2024 Operational Plan
- (f) Recommendation to Council, Re: Engagement Site Participant Registration (Encl.)
- (g) Invitation to Mayor for Powassan Fall Fair Aug 31, 2024 (Encl.)
- (h) Recommendation from Recreation Committee to appoint 2 new members (Encl.)
- (i) Appoint members at large to Cemetery Committee (Encl.)
- (j) Resolution Support from Twp of Terrace Bay Re: Funding for OPP small rural municipalities (Encl.)

12. ADJOURNMENT

- (a) By-law 2024-22 being a By-law to confirm the proceedings of the council meeting.
- (b) Resolution re: Adjournment.

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MINUTES COUNCIL MEETING TUESDAY, JULY 9, 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."

The meeting was called to order by Mayor Gail Degagne, in Council Chambers at 7:00 p.m., with Councillors Paul Sharp, Bernadette Kerr and Claire Riley. Councillor Scarfone was absent with regrets. Staff member present was CAO Jenny Leblond and OS Shawn Hughes. There was 1 member of the public in person.

2. NOTIFICATION OF PECUNIARY INTEREST

3. ADOPTION OF AGENDA

Resolution 2024 -143 Paul Sharp and Bernadette Kerr: Be it resolved that the Agenda for this meeting be adopted as amended. **'Carried'**

4. ADOPTION OF MINUTES – June 25, 2024 Regular Council Meeting Minutes

Resolution 2024 - 144 Claire Riley and Paul Sharp: Be it resolved that the Minutes of the June 25, 2024 Regular Council Meeting, be adopted as printed and circulated. **'Carried'**

5. APPROVAL OF ACCOUNTS – June 2024

Resolution 2024 - 145 Bernadette Kerr and Paul Sharp: Be it resolved that the Administration, Fire Department, Council, By-Law Enforcement Officer and Public Works payroll accounts in the amount of \$32,432.88 and general accounts totaling \$286,298.23 for the month of June 2024 be accepted as presented. **'Carried'**

6. PRESENTATIONS AND DELEGATIONS – None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

- (a) Mayor and Council Reports
 - Mayor – General Update
- (b) Staff Reports
 - Tax Arrears Report (Encl.)
- (c) Committee Reports
 - Minutes, General Government, April 17, 2024, 2024 (Encl.)
 - DRAFT Minutes, Committee of Adjustment, July 2, 2024 (Encl.)
 - Minutes, Powassan Library, April 15, 2024 (Encl.)

- Minutes, Powassan Library, May 13, 2024 (Encl.)
- Strategic Plan, NBPS Health Unit, 2024-2024 (Encl.)

(d) Correspondence

- AMO Watchfile, June 27, 2024 (Encl.)
- Ombudsman Ontario Annual Report, 2023-2024 (Encl.)

Resolution 2024 -146 Paul Sharp and Bernadette Kerr: Be it resolved that the Mayor, Staff, Committee and Correspondence reports be accepted as presented. **‘Carried’**

9. REVIEW BUDGET REPORT – Printed July 4 2024 (Encl.)

Resolution 2024 -147 Claire Riley and Bernadette Kerr: Be it resolved that the Budget Report printed July 4, 2024, be accepted as presented. **‘Carried’**

10. PUBLIC WORKS REPORTS

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

Resolution 2024 -148 Bernadette Kerr and Paul Sharp: Be it resolved that Council accept the June 7, 2024 to July 5, 2024, Activity report from Operations Superintendent Shawn Hughes. **‘Carried’**

11. NEW BUSINESS

(a) AMO Delegation Package DRAFT – Sand Dome for Winter Sand Storage (Encl.)

Resolution 2024 -149 Paul Sharp and Bernadette Kerr: Be it resolved that the Council accepts the DRAFT Delegation Package for a Winter Sand Dome to be presented to the Ministry of Environment at the AMO Conference. **‘Carried’**

(b) Recommendation from General Government Committee for Policy 8.13 Media Relations (Encl.)

Resolution 2024 -150 Claire Riley and Bernadette Kerr: Be it resolved that the Council of the Corporation of the Township of Chisholm approves the recommendation from the General Government Committee and approves Policy 8.13 Media Relations Policy. **‘Carried’**

(c) Recommendation from General Government for Policy 8.14 Guide to establish Municipal speed limits (Encl.)

Resolution 2024 -151 Bernadette Kerr and Paul Sharp: Be it resolved that the Council of the Corporation of the Township of Chisholm approves the recommendation from the General Government Committee and approves Policy 8.14 Guideline for Establishing Municipal Speed Limits. **‘Carried’**

(d) Resolution Support from the Town of Cobalt, Re: Financial Assistance to complete the Asset Retirement Obligations (ARO) (Encl.)

Resolution 2024 -152 Paul Sharp and Bernadette Kerr: Be it resolved that the Council of the Corporation of the Township of Chisholm supports a resolution passed by the Town of Cobalt calling upon the Province of Ontario to provide financial assistance to municipalities to complete the Asset Retirement Obligations and further that this resolution be forwarded to the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Association of Municipal Clerks and Treasurers of Ontario, the Federation of Northern Ontario Municipalities, and MPP Vic Fedeli. **‘Carried’**

(e) Resolution Support from St. Catharines re: Green Roads Pilot Project.

Resolution 2024 -153 Bernadette Kerr and Paul Sharp: Be it resolved that the Council of the Corporation of the Township of Chisholm supports a resolution passed by the Municipality of St. Catharine to encourage the exploration and adoption of sustainable road surfacing alternatives. **‘Carried’**

(f) Municipal Disaster Recovery Assistance program

Resolution 2024 -154 Claire Riley and Paul Sharp: Be it resolved that By-law 2024-20, being a bylaw to authorize the Mayor and CAO Clerk Treasurer to execute an Agreement with His Majesty the King in Right of Ontario for the Municipal Disaster Recovery Assistance Program, be read a first, second, and third time, and passed this 9th day of July 2024.

12. IN CAMERA

(a) a meeting held in regards to advice that is subject to solicitor-client privilege, including communications necessary for the purpose, as per Section 239(2) of the Municipal Act.

Resolution 2024 -155 Bernadette Kerr and Claire Riley: Be it resolved that the Council of the Corporation of Township of Chisholm now enter into in camera to discuss advice that is subject to solicitor-client privilege, including communications necessary for the purpose, as per Section 239(2) of the Municipal Act. Time: 7:26 p.m. **‘Carried’**

Resolution 2024 -156 Claire Riley and Bernadette Kerr: Be it resolved that the Council now return to regular session. Time: 8:04 p.m. **‘Carried’**

13. ADJOURNMENT

(a) By-law 2024-19 being a By-law to confirm the proceedings of the council meeting.

Resolution 2024 -157 Bernadette Kerr and Claire Riley: Be it resolved that by-law 2024-19, being a by-law to confirm the proceedings of council at the meeting July 9, 2024, be read a first, second, and third, time and passed this July 9th, 2024. **‘Carried’**

(b) Resolution re: Adjournment.

Resolution 2024 -158 Paul Sharp and Bernadette Kerr: Be it resolved that the Council now adjourn this meeting to meet again on August 13, 2024, or at the call of the chair. **‘Carried’**

Mayor, Gail Degagne

CAO Clerk Treasurer, Jennistine Leblond

Payroll - July 2024

(3 payroll)

Administration	12249.07
Council	1364.31
By-Law Enforcement	36.15
Fire Department	933.7
Public Works Department:	Full-time + Summer Student	16558.04
	Part-time and Landfill	1238.47
	TOTAL	32379.74

Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2000 Accounts Payable					
16108842953	TILE DEBENTURE	97	16-Jul-2024	16-Jul-2024	
1-4-2000-1330	Drainage Expenses				2,730.95
MUNICIPAL MUNICIPAL PLANNING SERV.					
7018	CHISHOLM PLANNING SERVICES	101	24-Jul-2024	24-Jul-2024	
1-4-2000-1110	Planning Expenses				533.94
7019	SERVICES RE M185	101	24-Jul-2024	24-Jul-2024	
1-4-2000-1110	Planning Expenses				1,449.23
OME15030 OMERS					
JUNE 2024	MONTHLY CONTRIBUTIONS JUNE	91	08-Jul-2024	08-Jul-2024	
1-2-2000-3335	OMERS Contributions				6,817.42
RECEIV02 RECEIVER GENERAL - SOURCE DEDUCTIONS					
JUN 2024	PAYROLL DEDUCTIONS RP0003	91	08-Jul-2024	08-Jul-2024	
1-2-2000-3320	Deductions Payable - CPP				414.82
1-2-2000-3310	Deductions Payable - Inc. Tax				819.45
1-2-2000-3330	Deductions Payable EI				145.36
JUNE 2024	PAYROLL DEDUCTIONS RP0001	91	08-Jul-2024	08-Jul-2024	
1-2-2000-3310	Deductions Payable - Inc. Tax				6,000.46
1-2-2000-3331	Deductions Payable - EI Reduced				1,455.49
1-2-2000-3320	Deductions Payable - CPP				3,914.54
RUS18030 RUSSELL CHRISTIE, MILLER					
034-019	PLANNING SERVICES RE WATPOOL	91	08-Jul-2024	08-Jul-2024	
1-4-2000-1110	Planning Expenses				539.64
Department Totals :					25,254.27

DEPARTMENT 6800 Planning Revenue					
SCAR SCARFONE ANNUNZIATO					
JULY 2024	REFUND RE SEVERANCE DOUBLE PAYMENT	101	24-Jul-2024	24-Jul-2024	
1-3-6800-7785	Severances				1,100.00
TREM TREMBLAY LAW GROUP					
JUL 2024	DEPOSIT RE MACKINNON	97	16-Jul-2024	16-Jul-2024	
1-3-6800-7805	Deposits - Lakeshore Road Allow.				1,000.00
JULY 2024	DEPOSIT RE PERRON	97	16-Jul-2024	16-Jul-2024	
1-3-6800-7805	Deposits - Lakeshore Road Allow.				1,000.00
Department Totals :					3,100.00

Computer Paid Total : 434,624.11

Total Unpaid for Approval : 0.00
 Total Manually Paid for Approval : 0.00
 Total Computer Paid for Approval : 434,624.11
 Total EFT Paid for Approval : 0.00
Grand Total ITEMS for Approval : 434,624.11

TOWNSHIP OF CHISHOLM
Council/Board Report By Dept-(Computer)



AP5130 Page : 1
 Date : Aug 02, 2024 Time : 10:52 am

Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0100	Council				
BKERR	KERR BERNADETTE				
JUNE 2024	MILEAGE		91 08-Jul-2024	08-Jul-2024	
1-4-0100-1120	Travel & Conferences				53.68
Department Totals :					53.68

DEPARTMENT 0300	Administration				
ALL01	ALLSTREAM				
JULY 2024	LONG DISTANCE CHARGES		97 16-Jul-2024	16-Jul-2024	
1-4-0300-1620	Telephone & Fax				12.22
BEL02000	BELL CANADA				
JUL 2024	OFFICE PHONE AND FAX		97 16-Jul-2024	16-Jul-2024	
1-4-0300-1620	Telephone & Fax				304.35
CAN03009	CANADA POST P				
AUGUST 2024	NEWSLETTERS		103 30-Jul-2024	30-Jul-2024	
1-4-0300-1630	Postage				216.10
PUR16006	PUROLATOR COURIER LTD.				
500040731	SHIPPING		101 24-Jul-2024	24-Jul-2024	
1-4-0300-1630	Postage				8.73
585041540	SHIPPING		97 16-Jul-2024	16-Jul-2024	
1-4-0300-1630	Postage				14.75
REC18000	RECEIVER GENERAL - MISC.				
PIER REVIEW	PIER REVIEW 2023		103 30-Jul-2024	30-Jul-2024	
1-4-0300-1735	Miscellaneous Expenses				34.66
SUNLIF01	SUN LIFE ASSURANCE COMPANY OF CANADA				
JULY 2024	GRP INS PREMIUM		91 08-Jul-2024	08-Jul-2024	
1-4-0300-1480	Benefits - Group Insurance				1,398.77
SUNWIRE	SUNWIRE INC				
JULY 2024	PHONE SYSTEM		91 08-Jul-2024	08-Jul-2024	
1-4-0300-1620	Telephone & Fax				140.12
TELUS	TELUS				
JULY 2024	CELLULAR PHONE		97 16-Jul-2024	16-Jul-2024	
1-4-0300-1621	Cell Phone				96.85
WORKPL01	WORKPLACE SAFETY & INSURANCE BOARD				
APR-JUNE 2024	WSIB PREMIUMS		101 24-Jul-2024	24-Jul-2024	
1-4-0300-1490	Worker's Compensation				2,043.17
Department Totals :					4,269.72

DEPARTMENT 0400	General Government				
GRANICUS	GRANICUS				
187380	YEARLY FEE		97 16-Jul-2024	16-Jul-2024	
1-4-0400-2805	Web Site				8,898.75
KAT90361	KATHLEEN MCQUAID				
3333	CANCE CERTIFICATE -YOUNG		91 08-Jul-2024	08-Jul-2024	
1-4-0400-1675	Tax Registration Expenses				233.46
MUNIC01	MUNICIPAL PROPERTY ASSESSMENT CORPORATION				

TOWNSHIP OF CHISHOLM
Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0400 General Government					
180003572	QUARTERLY BILLING		101 24-Jul-2024	24-Jul-2024	
1-4-0400-2770	Property Assessment				6,436.81
PUR16006 PUROLATOR COURIER LTD.					
570052584	TAX REGISTRATION NOTICES		91 08-Jul-2024	08-Jul-2024	
1-4-0400-1675	Tax Registration Expenses				176.88
585041540	SHIPPING		97 16-Jul-2024	16-Jul-2024	
1-4-0400-1675	Tax Registration Expenses				36.48
VS VS GROUP					
2615	EMAIL HOSTING JULY		97 16-Jul-2024	16-Jul-2024	
1-4-0400-2805	Web Site				160.46
Department Totals :					15,942.84

DEPARTMENT 0500 Fire Department					
BEL02000 BELL CANADA					
2024-07	FIRE HALL PHONE		97 16-Jul-2024	16-Jul-2024	
1-4-0500-2135	Communications				41.50
JIM10008 JIM MOORE PETROLEUM					
648875	CLEAR DIESEL		95 09-Jul-2024	09-Jul-2024	
1-4-0500-2180	Gas & Oil				303.15
LINDE01 LINDE CANADA LIMITED					
43801004	CYLINDER RENTAL		95 09-Jul-2024	09-Jul-2024	
1-4-0500-2160	Health & Safety				113.62
PARISIEN PARISIEN MICHEL					
JULY 2024	LICENSE RENEWAL		97 16-Jul-2024	16-Jul-2024	
1-4-0500-2140	Training				23.75
POW16033 POWASSAN HOME HARDWARE					
86193	FIRE DEPT SUPPLIES		95 09-Jul-2024	09-Jul-2024	
1-4-0500-2125	Materials & Supplies				80.05
TELUS TELUS					
JULY 2024	CELLULAR PHONE		97 16-Jul-2024	16-Jul-2024	
1-4-0500-2135	Communications				134.10
VAN VAN BLYDERVEEN IAN					
JULY 2024	Z AIR BRAKE COURSE		93 09-Jul-2024	09-Jul-2024	
1-4-0500-2135	Communications				365.00
1-4-0500-2192	Fire Department Per Diem				300.00
WAY23007 WAYNE WRIGHT					
JULY 2024	PARTS FOR REPAIRS		93 09-Jul-2024	09-Jul-2024	
1-4-0500-2125	Materials & Supplies				89.97
WORKPL01 WORKPLACE SAFETY & INSURANCE BOARD					
APR-JUNE 202	WSIB PREMIUMS		101 24-Jul-2024	24-Jul-2024	
1-4-0500-2146	WSIB - Fire department				2,232.54
1-4-0500-2146	WSIB - Fire department				118.84
Department Totals :					3,802.52

DEPARTMENT 0800 Building Bylaw Enforcement
BMOUSSEAU MOUSSEAU BENJAMIN

TOWNSHIP OF CHISHOLM
Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

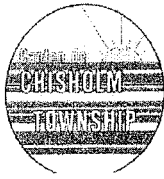
Vendor Invoice	Vendor Name Description	Batch	Invc Date	Invc Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0800 Building Bylaw Enforcement					
2024 JUNE MILEAGE 1-4-0800-2720	By-Law Enforce. - Other Expenses	93	09-Jul-2024	09-Jul-2024	34.00
WORKPL01 WORKPLACE SAFETY & INSURANCE BOARD					
APR-JUNE 202 WSIB PREMIUMS 1-4-0800-2450	By-law Enforcement-WSIB	101	24-Jul-2024	24-Jul-2024	34.08
Department Totals :					68.08

DEPARTMENT 0901 Animal Control - Livestock					
MIKED DEHAAN MIKE					
JULY 2024 WILDLIFE COMPENSATION 1-4-0901-2530	Livestock Killed by Dogs/Wolves	93	09-Jul-2024	09-Jul-2024	332.10
Department Totals :					332.10

DEPARTMENT 1000 Other Protections					
MIN13004 MINISTER OF FINANCE					
302606240837 POLICING COSTS MAY 1-4-1000-0050	Policing Costs	101	24-Jul-2024	24-Jul-2024	14,196.00
Department Totals :					14,196.00

DEPARTMENT 1100 Public Works					
ARNSTEIN ARNSTEIN LAWN & GARDEN					
142554 SHOP SUPPLIES 1-4-1100-3120	Materials & Shop Supplies	101	24-Jul-2024	24-Jul-2024	38.52
BEL02000 BELL CANADA					
JULY 2024 GARAGE PHONE 1-4-1100-3710	Garage - Telephone	97	16-Jul-2024	16-Jul-2024	50.54
GREEN GREENWOOD PAVING					
49816 PULVERIZING 2-4-1100-4446	Memorial Park Reconstruction	93	09-Jul-2024	09-Jul-2024	12,181.40
HEB08001 H E BROWN SUPPLY CO. LTD.					
880561 DIESEL EXH FLUID 1-4-1100-3272	Freighliner Parts and Repairs	101	24-Jul-2024	24-Jul-2024	156.86
1-4-1100-3222	Western Star 2024 Parts and Repairs				156.84
1-4-1100-3282	Excavator Parts and Repairs				156.84
1-4-1100-3242	Backhoe Parts and Repairs				156.84
884184 HYDRAULICS 1-4-1100-3272	Freighliner Parts and Repairs	101	24-Jul-2024	24-Jul-2024	185.24
HUGHES EVAN HUGHES EXCAVATING					
8428 EXCAVATOR RENTAL 1-4-1100-3130	Equipment Rentals	93	09-Jul-2024	09-Jul-2024	1,045.25
8480 EQUIPMENT RENTAL RE MEMORIAL 2-4-1100-4446	Memorial Park Reconstruction	93	09-Jul-2024	09-Jul-2024	17,704.28
8481 MATERIALS RE MEMORIAL 2-4-1100-4446	Memorial Park Reconstruction	93	09-Jul-2024	09-Jul-2024	16,086.45
8483 GRAVEL 2-4-1100-3115	Gravel Application	93	09-Jul-2024	09-Jul-2024	253,037.70

Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1100 Public Works					
JIM10008 JIM MOORE PETROLEUM					
648875	CLEAR DIESEL		95 09-Jul-2024	09-Jul-2024	
1-4-1100-3271	Freightliner Fuel				1,077.82
1-4-1100-3226	Western Star 2005 Fuel				1,178.87
1-4-1100-3221	Western Star 2024 Fuel				808.37
648939	GASOLINE		95 09-Jul-2024	09-Jul-2024	
1-4-1100-3256	2019 GMC Fuel				733.10
1-4-1100-3261	2015 GMC Fuel				452.94
1-4-1100-3120	Materials & Shop Supplies				146.15
649509	DYED DIESEL		95 09-Jul-2024	09-Jul-2024	
1-4-1100-3211	Grader Fuel				2,633.41
1-4-1100-3275	Tractor Fuel				413.82
1-4-1100-3241	Backhoe Fuel				376.20
1-4-1100-3281	Excavator Fuel				338.59
MAD MAD HEAVY EQUIPMENT REPAIR					
3924	HARNESSES REPAIR		91 08-Jul-2024	08-Jul-2024	
1-4-1100-3242	Backhoe Parts and Repairs				367.25
POL16043 POLLARD DISTRIBUTION INC					
9883	CALCIUM		97 16-Jul-2024	16-Jul-2024	
1-4-1100-3117	Calcium				12,049.39
SOUTHSHORE SOUTH SHORE AUTO WORKS					
4214	TRAILER REPAIR		91 08-Jul-2024	08-Jul-2024	
1-4-1100-3262	2015 GMC Parts and Repairs				33.90
SPE19001 SPECTRUM TELECOM GROUP LTD.					
JULY 2024	AIR TIME		91 08-Jul-2024	08-Jul-2024	
1-4-1100-3765	Health & Safety				412.45
SUNLIF01 SUN LIFE ASSURANCE COMPANY OF CANADA					
JULY 2024	GRP INS PREMIUM		91 08-Jul-2024	08-Jul-2024	
1-4-1100-3660	Benefits - Group Insurance				2,201.84
TOROMONT TOROMONT CAT					
901011567	MONTHLY MAINTENANCE		97 16-Jul-2024	16-Jul-2024	
1-4-1100-3242	Backhoe Parts and Repairs				125.02
WORKPL01 WORKPLACE SAFETY & INSURANCE BOARD					
APR-JUNE 202	WSIB PREMIUMS		101 24-Jul-2024	24-Jul-2024	
1-4-1100-3700	WSIB Premiums Roads				2,701.77
Department Totals :					327,007.65

DEPARTMENT 1300 Environmental					
BEL02005 BELL MOBILITY CELLULAR					
JULY 2024	CELLULAR PHONE		97 16-Jul-2024	16-Jul-2024	
1-4-1300-4510	Site Expenditures				76.28
GFL GFL ENVIRONMENTAL					
140574	RECYCLING JUNE		101 24-Jul-2024	24-Jul-2024	
1-4-1300-4610	Recycling				3,318.14
HEA90471 HEATHER HENRY					
JULY 2024	BOTTLED WATER		101 24-Jul-2024	24-Jul-2024	
1-4-1300-4510	Site Expenditures				12.00

TOWNSHIP OF CHISHOLM
Council/Board Report By Dept-(Computer)



AP5130 Page : 5
 Date : Aug 02, 2024 Time : 10:52 am

Vendor : UNITED CH To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Jul-2024 To 31-Jul-2024
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1300 Environmental					
SGS	SGS CANADA INC				
MAY 2024	TESTING		97 16-Jul-2024	16-Jul-2024	
1-4-1300-4510	Site Expenditures				1,203.45
TOW26000	TOWNSHIP OF CHISHOLM				
JULY 2024	FINAL TAX BILL LANDFILL		97 16-Jul-2024	16-Jul-2024	
1-4-1300-4510	Site Expenditures				893.17
WORKPL01	WORKPLACE SAFETY & INSURANCE BOARD				
APR-JUNE 2024	WSIB PREMIUMS		101 24-Jul-2024	24-Jul-2024	
1-4-1300-4650	WSIB				170.97
Department Totals :					5,674.01
<hr/>					
DEPARTMENT 1400 Health					
NOR14001	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT				
JULY 2024	MONTHLY LEVY		101 24-Jul-2024	24-Jul-2024	
1-4-1400-5110	Health Unit				3,521.50
Department Totals :					3,521.50
<hr/>					
DEPARTMENT 1500 Social Services					
NIP14003	NIPISSING DISTRICT SOCIAL SERVICES BOARD				
JULY 2024	MONTHLY LEVY		101 24-Jul-2024	24-Jul-2024	
1-4-1500-6110	General Assistance				25,828.09
Department Totals :					25,828.09
<hr/>					
DEPARTMENT 1600 Home for Aged					
CAS03011	CASSELLHOLME				
JULY 2024	MONTHLY LEVY		101 24-Jul-2024	24-Jul-2024	
1-4-1600-6210	Home for the Aged				4,551.00
Department Totals :					4,551.00
<hr/>					
DEPARTMENT 1700 Parks & Recreation					
JRW90546	JAMES REDWOOD				
3656	HORSESHOE PIT BARS		91 08-Jul-2024	08-Jul-2024	
1-4-1700-1110	Parks Expenses				73.45
MCCARTHY	MCCARTHY SEPTIC AND VAC				
2186	SEPTIC PUMPOUTS		91 08-Jul-2024	08-Jul-2024	
1-4-1700-1110	Parks Expenses				474.60
2241	SEPTIC PUMPOUT		101 24-Jul-2024	24-Jul-2024	
1-4-1700-1110	Parks Expenses				474.60
Department Totals :					1,022.65
<hr/>					
DEPARTMENT 2000 Accounts Payable					
CAN03059	CANADIAN UNION OF PUBLIC				
JUNE 2024	MONTHLY UNION DUES		91 08-Jul-2024	08-Jul-2024	
1-2-2000-3336	Deductions Payable- Union Dues				432.97
MIN13004	MINISTER OF FINANCE				

Tax Arrears Report

	Jan 31/16	#	Feb 29/16	#	Mar 31/16	#	Apr 30/16	#	May 31/16	#	Jun 30/16	#	July 31/16	#	Aug 31/16	#	Sept 30/16	#	Oct 31/16	#	Nov 30/16	#	Dec 31/16		
2016																								\$196,935	
2015	169,510	164	144,385	147	128,563	122	120,903	108	108,553	98	106,501	93	97,857	88	90,682	82	82,336	78	78,757	71	72,771	69	72,771	69	63,382
2014	65,260	47	58,062	42	54,761	37	52,674	36	47,280	35	45,172	34	44,588	33	41,119	31	35,193	29	34,694	29	30,793	26	30,793	26	21,258
2013	16,655	11	12,461	7	12,178	7	11,944	5	11,944	5	11,944	5	11,944	5	9,187	4	9,187	4	9,187	4	9,081	4	9,081	4	9,081
	\$251,425		\$214,908		\$195,502		\$185,521		\$167,777		\$163,617		\$154,389		\$140,988		\$126,716		\$122,638		\$112,645		\$112,645		\$290,656
	Jan 31/17	#	Feb 29/17	#	Mar 31/17	#	Apr 30/17	#	May 31/17	#	Jun 30/17	#	July 31/17	#	Aug 31/17	#	Sept 30/17	#	Oct 31/17	#	Nov 30/17	#	Dec 31/17		
2017																								\$193,393	
2016	175,841	171	171,047	167	159,729	145	143,244	130	125,796	120	119,314	110	110,196	100	95,343	96	89,262	83	79,988	75	68,691	69	68,691	69	61,588
2015	59,138	62	57,946	59	56,314	59	52,947	55	49,345	53	47,348	50	45,074	48	36,683	43	32,076	37	30,383	31	23,487	24	23,487	24	21,144
2014	196,14	9	162,226	3	162,225	6	159,43	5	159,44	5	159,44	5	159,44	5	9,366	3	9,366	3	4,657	2	4,657	2	4,657	2	4,657
	\$ 254,593		\$ 245,219		\$232,268		\$212,134		\$191,085		\$182,606		\$171,214		\$141,392		\$130,704		\$115,028		\$96,835		\$96,835		\$280,782
	Jan 31/18	#	Feb 28/18	#	Mar 31/18	#	Apr 30/18	#	May 31/18	#	Jun 30/18	#	July 31/18	#	Aug 31/18	#	Sept 30/18	#	Oct 31/18	#	Nov 30/18	#	Dec 31/18		
2018																									
2017	175,634	164	167,960	157	151,558	123	143,772	119	137,630	106	119,906	96	108,708	85	90,662	76	86,007	72	77,607	69	72,930	61	65,966.92	46	
2016	57,875	62	53,019	58	49,935	56	47,562	52	45,182	49	39,754	45	37,820	41	32,563	35	32,305	35	29,714	31	27,346	28	22,931	24	
2015	21,317	11	13,913	6	9,207	4	9,134	3	7,689	2	3,711	1	3,711	1	3,287	1	2,429	1	1,311	1	453	1	453	1	0
	\$ 254,826		\$ 234,892		\$210,700		\$200,468		\$190,501		\$163,371		\$150,239		\$126,512		\$120,741		\$108,632		\$100,729		\$88,528		
	Jan 31/19	#	Feb 28/19	#	Mar 31/19	#	Apr 30/19	#	May 31/19	#	Jun 30/19	#	July 31/19	#	Aug 31/19	#	Sept 30/19	#	Oct 31/19	#	Nov 30/19	#	Dec 31/19		
2019																									
2018	179,828	166	164,158	157	139,147	129	124,680	109	112,199	100	102,379	91	83,387	69	72,512	74	65,048	68	62,593	61	55,857	57	42,164	39	
2017	36,833	29	29,821	26	22,886	19	18,208	12	18,208	12	15,686	11	12,098	9	6,767	7	6,767	7	6,767	7	6,767	7	5,917	6	
*2016	12,190	11	11,523	9	8,391	8	8,057	5	6,519	7	5,586	6	3,888	4	1,088	3	1,088	3	1,088	3	1,088	3	1,088	3	
	\$ 228,851		\$ 205,502		\$170,424		\$150,945		\$136,926		\$123,651		\$99,373		\$80,367		\$72,902		\$70,448		\$63,712		\$49,169		
	Jan 31/20	#	Feb 28/20	#	Mar 31/20	#	Apr 30/20	#	May 31/20	#	Jun 30/20	#	July 31/20	#	Aug 31/20	#	Sept 30/20	#	Oct 31/20	#	Nov 30/20	#	Dec 31/20		
2020																									
2019	195,466	173	182,676	169	161,743	127	144,918	104	133,541	87	112,403	85	98,004.31	83	91,680	77	76,061	67	69,118	60	55,163	53	52,430	50	
2018	36,579	34	25,289	27	21,761	21	19,235	20	13,588	15	7,705	8	1,677	5	1,677	5	273	3	273	3	123	2	123.87	2	
2017	3,722	5	3,722	5	1,784	3	1,784	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	\$ 235,767		\$ 211,687		\$185,288		\$165,937		\$147,129		\$120,108		\$99,681		\$93,357		\$76,334		\$69,391		\$55,286		\$52,554		
	Jan 31/21	#	Feb 28/21	#	Mar 31/21	#	Apr 30/21	#	May 31/21	#	Jun 30/21	#	July 31/21	#	Aug 31/21	#	Sept 30/21	#	Oct 31/21	#	Nov 30/21	#	Dec 31/21		
2021																									
2020	205,538	154	182,943	145	160,692	126	136,366	102	125,629	91	106,645	79	93,324	70	79,898	64	75,763	60	67,248	55	64,088	52	58,264	49	
2019	44,796	39	35,361	27	31,925	24	15,760	13	15,076	9	11,809	8	8,673	6	5,206	3	5,206	3	4,419	2	4,419	2	4,419	2	
2018	123	2	123	2	123	2	123	2	123	2	123	2	45	1	0	0	0	0	0	0	0	0	0	0	
	\$ 264,976		\$ 218,427		\$192,740		\$152,249		\$140,828		\$118,577		\$102,042		\$85,104		\$80,969		\$71,667		\$68,507		\$62,683		
	Jan 31/22	#	Feb 28/22	#	Mar 31/22	#	Apr 30/22	#	May 31/22	#	Jun 30/22	#	July 31/22	#	Aug 31/22	#	Sept 30/22	#	Oct 31/22	#	Nov 30/22	#	Dec 31/22		
2022																									
2021	144,621	134	118,177	126	101,793	99	87,720	84	75,567	73	70,389	69	59,651	61	61,592	61	51,836	55	47,574	52	40,035	47	32,910	40	
2020	47,103	37	25,589	24	22,036	21	13,922	19	7,926	12	6,702	11	3,988	7	6,263	7	5,318	7	5,318	7	5,250	7	5,250	7	
2019	4,419	2	4,419	2	4,419	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	\$ 196,143		\$ 148,185		\$128,248		\$101,642		\$83,493		\$77,091		\$63,639		\$67,855		\$57,154		\$52,892		\$45,285		\$38,160		
	Jan 31/23	#	Feb 28/23	#	Mar 31/23	#	Apr 30/23	#	May 31/23	#	Jun 30/23	#	July 31/23	#	Aug 31/23	#	Sept 30/23	#	Oct 31/23	#	Nov 30/23	#	Dec 31/23		
2023																									
2022	136,619	139	122,633	126	107,500	108	87,490	94	77,228	80	68,321	71	65,212	64	60,929	57	45,859	49	44,780	45	38,255	39	37,124	38	
2021	22,795	29	20,827	21	17,408	15	14,579	14	8,527	5	4,261	3	0	0	0	0	0	0	0	0	0	0	0	0	
2020	4,589	6	4,589	6	4,589	6	2,319	5	1,935	3	1,936	3	0	0	0	0	0	0	0	0	0	0	0	0	
	\$ 164,003		\$ 148,049		\$129,497		\$104,388		\$87,690		\$74,518		\$65,212		\$60,929		\$45,859		\$44,780		\$38,255		\$37,124		
	Jan 31/24	#	Feb 29/24	#	Mar 31/24	#	Apr 30/24	#	May 31/24	#	Jun 30/24	#	July 31/24	#	Aug 31/24	#	Sept 30/24	#	Oct 31/24	#	Nov 30/24	#	Dec 31/24		
2024																									
2023	189,113	156	164,770	133	138,503	112	119,654	96	113,42																



Corporation of the Township of Chisholm

Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0

(705) 724-3526 - Fax (705) 724-5099

info@chisholm.ca

Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

Report to Council/CAO
RE: By-Law Enforcement

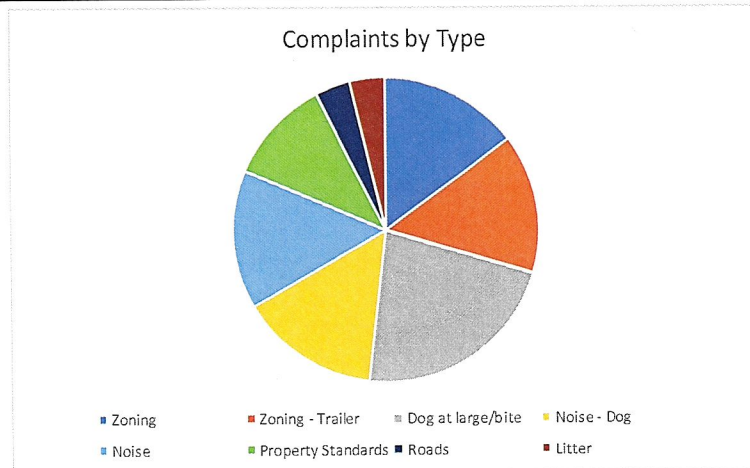
June 17th, 2024

This report is intended to brief Council and the CAO on my activities as the Municipal Law Enforcement Officer for the period of April 1, 2023 – April 1, 2024. It will outline the number and type of complaints investigated as well as attempt to identify trends, gaps, and challenges in the by-law enforcement environment in the township.

Complaints

The figure below illustrates the complaint volume and type for the period. A total of 27 complaints were assigned for investigation. Nearly 40% of the calls were dog related, whether it be dogs at large, or dogs barking. In my experience, this is not atypical for by-law enforcement. Dog complaints do seem to be a perennial issue in the field. Zoning complaints make up about 30% of the total call volume. While I can't speak to the trends in Chisholm alone, this is a higher than typical percentage than I've normally seen elsewhere. Half of the zoning complaints related to the use of camper trailers, often for human habitation. Most of the other half of the zoning complaints are related to using accessory dwellings for human habitation.

Complaints by Type April 1 2023 - April 1 2024									
Type	Zoning	Zoning - Trailer	Dog at large/bite	Noise - Dog	Noise	Property Standards	Roads	Litter	Total
Number	4	4	6	4	4	3	1	1	27





The other complaints for the period were quite typical, the odd noise complaint, littering, and one relating to damage to a portion of road. Most complaints have been resolved by means of voluntary compliance. Three have been subject to Orders under the Property Standards By-Law and one zoning complaint has resulted in Planning Act charges being laid against the property owner. This matter is still before the courts.

Property Standards

The Township has formed a Property Standards Committee since I began with the Township. The committee has heard two appeals thus far. Both matters so far have involved situations where residents were living in conditions that posed a hazard to their health or safety. In my opinion, it is important to continue to follow the procedure set out in the Building Code Act to ensure the Township doesn't put themselves in a position of liability in relation to property standards issues that they become aware of. It is good to see these matters progress instead of standing unresolved for extended periods. The current version of the Property Standards By-law still specifies that a "Notice" shall be issued before an "Order" can be issued for a property standards violation. This hasn't been required by the Act since 1998. While using a "Notice" can often be a good way to demonstrate a willingness to work with the subject, it can slow the process down for more serious infractions. Moving forward, it would be my recommendation that s. 7.4.1 of the by-law be amended to say an officer "may" issue a notice instead of "shall".

Zoning

Based on my discussions with subjects of zoning complaints, as well as anecdotally among officers from other municipalities, it seems that the increase we see in people using campers and accessory buildings as homes stems from a combination of the rising cost in buying/building a house coupled with an influx of residents from southern Ontario who have purchased property "up north" not understanding that we have the same by-laws and regulations in place as they would in the city.

Conventionally, in this area, Zoning offences have been challenging to resolve. The Planning Act does not set out authorities for a Municipality to enter onto a property and bring it into compliance such as those in the Building Code Act or the Municipal Act. Therefore, when failing to achieve compliance with landowners, I have relied on the court process, hoping to obtain a court order upon securing a guilty verdict. This process can be quite long, especially now with the backlog in the court system in the wake of Covid.

Recently, after discussions with senior officers in large municipalities down south, I have discovered that many of them are using the authorities granted under s. 446 of the Municipal Act to address these. The section grants the authority to enter the property and do work required by "any by-law" passed by a municipality. Many municipalities have written this authority directly into their by-law. I have spoken with a planner who has advised that the authority exists whether or not it is specified in the zoning by-law so there isn't necessarily a need to make an amendment. A municipality should ensure that any written direction or order to a landowner includes a statement advising them that this authority could be exercised by the municipality in the event they do not bring their property into compliance. It is my recommendation that the Township use this tool for zoning complaints moving forward.



Going forward, it is my aim to continue to resolve complaints by achieving voluntary compliance through a process of graduated enforcement. I anticipate that the trend of using trailers on vacant lots will continue. Council may wish to consider the option of a stand-alone trailer by-law. Nipissing Township has passed one recently which legalizes the use under certain conditions and imposes a fee structure. It is something I can research if Council desires. Other than that I don't believe I have too much more to report, I look forward to another year of working with staff and residents in Chisholm Township.

Sincerely,

Benjamin Mousseau

Ben Mousseau

Corporation of the Township of Chisholm
Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0
(705)724-3526 - Fax (705)724-5099
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Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council
From: Jenny Leblond
Date: August 1, 2024
RE: By-Law Enforcement Officer Resignation

CAO received the resignation of Ben Mousseau, By-Law Enforcement Officer, on July 22, 2024. He is moving to a new full-time job that will not allow him to meet the requirements of our position.

He will be working on closing any files that can be and leaving the CAO with a list of anything outstanding.

Prior to posting for the position, the CAO will inquire with our neighbours if any circumstances have changed and if there might be partnership opportunities.

More information will be brought to Council at a future meeting.

Corporation of the Township of Chisholm

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Gail Degagne, Mayor

Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council
From: Jenny Leblond
Date: July 30, 2024
RE: Invasive Phragmites

Residents and staff have noticed phragmites along road sides on Memorial Park Drive and Chiswick Line. Staff have been investigating how we can best deal with these phragmites.

Staff applied for funding in 2023 to help identify if the phragmites were invasive or native. We were unsuccessful.

Staff have been in contact with Ministry of Natural Resources and Forestry (MNR) who directed staff to the document "Invasive Phragmites – Best Management Practices 2011"

Public Works Staff have worked on removing phragmites in the shoulder of the road on Memorial Park just east of Beach Road as a test plot. They are following the Best Practices of the Ontario Phragmite working group and using the spade removal method. This method is very time consuming and the township will not have the resources to deal with all the phragmites within the road allowances in this manner. The priority is to remove phragmites that reduce visibility for the motoring public pulling out of roads and/or driveways. Public Works have not been cutting the phragmites when doing the roadside grass cutting as to not spread them anymore.

Public Works will continue to monitor how effective the spade method is as well as research any other new methods.

TOWNSHIP OF CHISHOLM
GENERAL GOVERNMENT COMMITTEE MEETING

DATE: June 19th, 2024
TIME: 7pm
LOCATION: Council Chambers

PRESENT:
Mayor Gail Degagne
Councillor Bernadette Kerr
Councillor Paul Sharp
Councillor Nunzio Scarfone
CAO Clerk-Treasurer Jenny Leblond

REGRETS: Councillor Claire Riley

GUESTS: No Guests

1. CALL TO ORDER

Chairperson Gail Degagne called the meeting to order at 7:02 pm. The land acknowledgement was read by Mayor Degagne.

2. DECLARATION OF PECUNIARY INTEREST – None noted.

3. APPROVAL OF AGENDA

Resolution 2024-09 (GGC)

Bernadette Kerr and Paul Sharp: Be it resolved that the *Agenda* for this meeting be approved as amended. **'Carried'**

4. APPROVAL OF MINUTES

Resolution 2024-10 (GGC)

Paul Sharp and Nunzio Scarfone: Be it resolved that the Minutes of the April 17th, 2024 General Government Committee meeting be adopted as printed and circulated.

5. OPEN FORUM

6. BUSINESS ARISING FROM MINUTES

1. Regulate and License Festivals - no discussion
2. Review By-Law – Roadway Service Standards – no discussion
3. Trailer licence by-law – no discussion
4. Establish Speed Limit Guidelines

Resolution 2024-11(GGC)

Nunzio Scarfone and Bernadette Kerr: Be it resolved that General Government Committee recommend to Council to approve the draft Guidelines for establishing municipal speed limits as amended.

‘Carried’

5. David King Recommendation – Code of Conduct Review
 - a. Council discussed, CAO will bring back to committee.

6. Media Relations Policy

Resolution 2024-12(GGC)

Bernadette Kerr and Paul Sharp: Be it resolved that General Government Committee recommend to Council to approve the Media Relations Policy as presented.

‘Carried’

7. NEW BUSINESS

1. Review External Complaint Policy
 - a. Council discussed that it was outdated, CAO to bring new draft to committee.
2. Procedure By-law review section 10.3

Resolution 2024-13(GGC)

Paul Sharp and Nunzio Scarfone: Be it resolved that General Government Committee recommend to Council to approve the changes to the Procedural by-law


‘Carried’

8. ADJOURNMENT

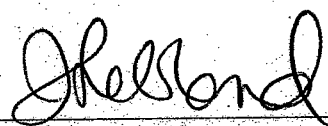
Resolution 2024-14 (GGC)

Nunzio Scarfone and Bernadette Kerr: Be it resolved that we do now adjourn to meet again at the call of the Chair.

‘Carried’



Chairperson



CAO Clerk-Treasurer

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6200
Fax: 705 330-4191

Tél. : 705 329-6200
Télé.: 705 330-4191

File Reference:600

July 23, 2024

Dear Mayor/Reeve/CAO/Treasurer,

The Ontario Provincial Police Association and the Provincial Government have ratified new uniform and civilian collective agreements in effect for the term January 1, 2023, through December 31, 2026 (four-year term agreements).

The new agreements include general salary year-over-year rate increases of 4.75% (2023), 4.5% (2024), and 2.75% (2025 and 2026). Additionally, effective September 1, 2024, many OPP detachment front-line constables and sergeants will be receiving an additional 3% front-line patrol premium.

Included in the new collective agreements were other compensation adjustments, which, for the most part, will take effect in the 2025 calendar year.

Further analysis is required before the OPP Municipal Policing Bureau communicates the full impact of the new agreements on municipal policing cost.

The OPP Municipal Policing Bureau will issue the 2025 annual billing statements in the fall of 2024 based on the estimates of the impact of the new collective agreement terms.

If you have any questions or concerns, please contact the OPP Municipal Policing Bureau at OPP.MunicipalPolicing@opp.ca

I would like to thank you for your support and look forward to our continued collaboration.

Yours truly,

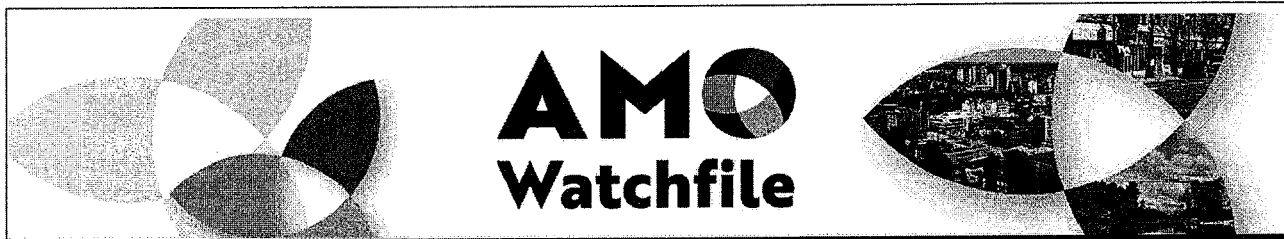
A handwritten signature in black ink, appearing to read "Steve Ridout", is written over a horizontal line.

Superintendent Steve Ridout
Municipal Policing Bureau Commander

Cc: OPP Regional and Detachment Commanders

Jessica Laberge

From: AMO Communications <communicate@amo.on.ca>
Sent: Thursday, July 11, 2024 10:02 AM
To: Jessica Laberge
Subject: AMO Watchfile - July 11, 2024



July 11, 2024

In This Issue

- Get access to MIDAS!
- Next Generation 9-1-1 Transition Funding Applications Open.
- AMO Knowledge Exchange on Community & Supportive Housing Symposium.
- Municipal Codes of Conduct: Pre-conference workshop at AMO 2024.
- Indigenous Community Awareness training.
- Plan your fall education schedule.
- How Algonquin transformed its digital presence.
- Help your residents save thousands of dollars in service line repair fees.
- Registration now open for OMSSA's 2024 Forum!
- Registration open for Western Ontario Municipal Conference.
- Careers.

AMO Matters

The Municipal Information & Data Analysis System (MIDAS) - recently enhanced - is a web-based tool that provides access to the Financial Information Returns (FIRs) data to all Ontario municipalities. For access, municipal elected officials and municipal staff can email MIDASAdmin@amo.on.ca.

Provincial Matters

The next wave of applications are open for the 2024-25 NG9-1-1 funding program until August 23, 2024. Information sessions are available. Please contact estd.ng9-1-1@ontario.ca for more information.

Education Opportunities

The AMO Knowledge Exchange on Community and Supportive Housing Symposium, October 1 - 2, will convene elected officials, municipal staff, federal and provincial representatives, Indigenous partners, and other sector partners for networking, knowledge sharing, and collaboration on how we can work together to advance community and supportive housing solutions in communities across Ontario. View full details and [register today](#).

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

OFIFC 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.

Time to sign up for AMO Education fall workshops: [Cybersecurity for Municipal Councillors](#), [Strategic Thinking, Planning and Leading](#), [Managing Communications through Crisis](#), [Indigenous Community Awareness](#), [Navigating Conflict as an Elected Official](#), [Land Use Planning](#), [Competing Rights](#), and [Community Engagement Strategic Approaches](#).

LAS

Join our Barrier-free Website Builder service partner, GHD, for a discussion with Algonquin Highlands on how the township transformed its online presence and enhanced residents' experience. [Sign up here](#).

The City of Hamilton celebrates its 10-year anniversary partnering with Service Line Warranties of Canada (SLWC), which has saved City residents \$5 million dollars for repairs of their sewer and water line infrastructure. Read the [press release](#) and learn more about the LAS-endorsed [Service and Water Line Warranty program](#).

Municipal Wire*

Join OMSSA virtually on September 24-25 to learn about current issues that are impacting community safety and well-being. Hear about successes and how to evaluate the impact of this work. [Register today](#).

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

Careers

[Applications Analyst, FIMS - Regional Municipality of Durham](#). Closing Date: July 21, 2024.

[Municipal Planner - Municipality of Red Lake](#). Closing Date: August 9, 2024.

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!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

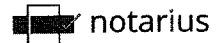
[LAS Local Authority Services](#)

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

[ONE Investment](#)

[Media Inquiries](#)

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

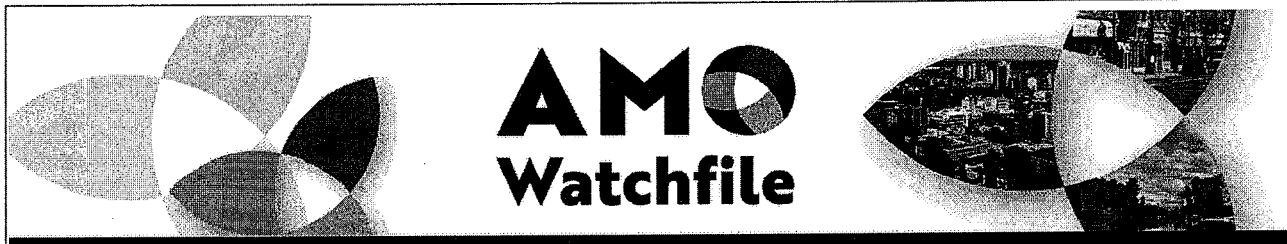


*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario
To unsubscribe, please [Opt Out](#)

Jessica Laberge

From: AMO Communications <communicate@amo.on.ca>
Sent: Thursday, July 18, 2024 10:02 AM
To: Jessica Laberge
Subject: AMO Watchfile - July 18, 2024



July 18, 2024

In This Issue

- Get access to MIDAS!
- Next Generation 9-1-1 Transition Funding applications open.
- LAS discussion on water & wastewater feasibility study at AMO Conference.
- Municipal Codes of Conduct: Pre-conference workshop at AMO 2024.
- AMO Knowledge Exchange on Community & Supportive Housing Symposium.
- Plan your fall education schedule.
- Removing barriers: Best practices for accessible web content.
- Fill out survey for a chance to win eSignature software.
- Click Before You Dig! It's the law (Locates Campaign).
- IESO municipal webinar for next round of energy procurements.
- Registration open for Western Ontario Municipal Conference.
- Careers.

AMO Matters

The Municipal Information & Data Analysis System (MIDAS) - recently enhanced - is a web-based tool that provides access to the Financial Information Returns (FIRs) data to all Ontario municipalities. For access, municipal elected officials and municipal staff can email MIDASAdmin@amo.on.ca.

Provincial Matters

The next wave of applications are open for the 2024-25 NG9-1-1 funding program until August 23, 2024. Information sessions are available. Please contact estd.ng9-1-1@ontario.ca for more information.

Education Opportunities

LAS is undertaking a feasibility study to create joint municipal services board(s) or municipal service corporation(s) to provide water and wastewater services. Whether you are an elected official or a subject matter expert your insights and expertise on governance, operations of water and wastewater systems, and impacts of municipal service corporations are invaluable. Stop by on August 18 between 1:30 and 3:30pm at the AMO Conference to talk to the LAS Water and Wastewater Expert Panel, LAS/AMO staff regarding challenges and opportunities for water and wastewater systems.

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

The AMO Knowledge Exchange on Community and Support Housing Symposium, October 1 - 2, will convene elected officials, municipal staff, federal and provincial representatives, Indigenous partners, and

other sector partners for networking, knowledge sharing, and collaboration on how we can work together to advance community and supportive housing solutions in communities across Ontario. View full details and [register today](#).

AMO has released a number of its fall education workshops. Sign up today for a range of workshops including, communication skills, planning for and understanding cyber security, Indigenous cultural awareness and a number council leadership programs. [Click here](#) to see all opportunities.

LAS

Making the internet accessible to all is not recommended but prescribed. The blog focuses on four main principles: perceivable, operable, understandable, and robust. Read more [here](#).

Share feedback on what would help your municipality tackle its biggest digital citizen service challenges. [Answer 10 short questions](#) for a chance to win a 60-day Enterprise free trial of ConsignO Cloud, AMO's preferred eSignature platform.

Municipal Wire*

Help protect underground infrastructure by spreading the Click Before You Dig safety message to your community residents this summer. No matter the size of your project, always Click Before You Dig at [OntarioOneCall.ca](#).

The IESO is hosting a [webinar for municipalities](#) and indigenous communities on July 30 about the next round of energy procurements which will include renewable generation and storage projects.

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

Careers

[General Manager, Corporate Services - City of Thunder Bay](#). Closing Date: August 9.

[Road Specialist - Intact Public Entities](#). Closing Date: August 15.

[Deputy Chief Information Officer, Digital Workplace & IT Service Management - City of Windsor](#). Closing Date: August 6.

[Deputy Chief Information Officer, Business Solutions & Project Delivery - City of Windsor](#). Closing Date: August 6.

[Program Manager, Housing Programs - Region of Durham](#). Closing Date: July 31.

About AMO

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TOWNSHIP OF CHISHOLM
BUDGET SUMMARY



GL5410

Date : Aug 02, 2024

Page : 1

Time : 1:41 pm

For Period Ending 31-Dec-2024

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
OPERATING				
REVENUES				
Cemetery Revenue	(2,461)	(1,100)	(982)	(1,100)
General Taxation	(1,924,439)	(1,918,792)	(1,809,567)	(1,796,465)
Taxation School Boards	(195,270)	(192,891)	(189,312)	(187,401)
French Public levy	(3,416)	(3,416)	(3,416)	(3,416)
English Separate Levy	(17,495)	(17,495)	(18,298)	(18,418)
French Separate Levy	(13,609)	(13,606)	(13,830)	(13,850)
Taxation School Boards	(10,230)	(10,150)	(8,929)	(9,561)
Unconditional Grants Provincial	(253,550)	(507,100)	(518,400)	(518,400)
Federal Grants	0	(2,100)	0	(2,100)
Conditional Grants - Provincial	(80,642)	(83,000)	(6,194)	(19,250)
Administration Revenue	(3,249)	(5,550)	(4,490)	(6,550)
Building Revenue	(21,693)	(22,500)	(35,584)	(20,000)
Animal Control Revenue	(1,672)	(1,500)	(2,107)	(1,500)
Roads Revenue	(18,316)	(47,500)	(116,428)	(22,500)
Fire Dept. Revenue	(60)	0	0	0
Recreation Revenue	(195)	0	0	0
Environmental Revenue	(4,186)	(32,500)	(33,510)	(26,000)
Planning Revenue	(10,403)	(19,500)	(30,523)	(19,500)
Other Revenue	(35,714)	(89,500)	(78,459)	(74,900)
Total REVENUES	(2,596,599)	(2,968,200)	(2,870,030)	(2,740,911)
EXPENDITURES				
Council	27,069	42,950	55,188	42,450
Administration	258,183	389,139	365,077	367,544
General Government	54,108	81,493	116,211	101,239
Fire Department	67,542	152,146	214,073	144,552
Conservation Authority	21,113	24,383	22,234	24,740
Building Bylaw Enforcement	7,266	29,390	33,009	27,290
Animal Control - Canine	216	2,000	1,948	2,000
Animal Control - Livestock	332	600	1,215	700
Animal Control - Veterinary	0	550	550	550
Other Protections	71,658	173,627	171,852	172,849
Public Works	616,826	1,223,376	1,458,594	1,037,275
Environmental	47,162	124,819	103,830	114,639
Health	25,826	44,758	43,690	41,027
Social Services	178,228	309,937	298,615	298,615
Home for Aged	31,857	54,612	54,435	54,433
Parks & Recreation	9,983	13,246	22,876	10,296
Recreation Programs	179	800	849	800
Library Services	22,431	31,316	30,996	31,016
Planning & Development	14,130	31,500	39,253	36,250
Education Req Public	99,820	196,307	198,294	190,817
Education Req Separate	17,736	31,101	35,577	32,268
Education - Commercial/Industrial	0	10,150	0	9,561
Total EXPENDITURES	1,571,665	2,968,200	3,268,367	2,740,911
Total OPERATING	(1,024,934)	0	398,337	0

TOWNSHIP OF CHISHOLM
BUDGET SUMMARY



GL5410

Date : Aug 02, 2024

Page : 2

Time : 1:41 pm

For Period Ending 31-Dec-2024

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
CAPITAL				
CAPITAL REVENUES				
Public Works	0	0	0	(651,704)
Provincial Grants	(118,238)	(297,540)	(494,454)	(490,310)
revenue	0	(101,500)	0	(90,000)
Other Revenue	0	(22,685)	(195,356)	(359,500)
Total CAPITAL REVENUES	(118,238)	(421,725)	(689,810)	(1,591,514)
CAPITAL EXPENDITURES				
Fire Department	17,732	101,500	8,240	90,000
Public Works	269,993	320,225	4,819	1,596,764
Total CAPITAL EXPENDITURES	287,725	421,725	13,058	1,686,764
Total CAPITAL	169,487	0	(676,751)	95,250

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE						
0 Cemetery Revenue						
1-3-0000-1000	Sale of Plots	0.00	-50.00	-600	-550.00	91.67
1-3-0000-2000	General Revenue - Cemetery	0.00	-2410.78	-500	1910.78	-382.16
Total Cemetery Revenue		0.00	-2460.78	-1100	1360.78	-123.71
1000 General Taxation						
1-3-1000-1000	Residential & Farm	0.00	-1887160.14	-1904792	-17631.86	0.93
1-3-1000-2000	Commercial & Industrial	0.00	-17631.73	0	17631.73	0.00
1-3-1000-4000	General - Supplementary Taxes	0.00	-23481.10	-14000	9481.10	-67.72
1-3-1000-5000	General - Taxes Written Off	0.00	3833.49	0	-3833.49	0.00
Total General Taxation		0.00	-1924439.48	-1918792	5647.48	-0.29
1100 Taxation School Boards						
1-3-1100-1000	English Public Levy	0.00	-192891.28	-192891	0.28	0.00
1-3-1100-2000	English Public Supplementary	0.00	-2840.21	0	2840.21	0.00
1-3-1100-3000	English Public Write offs	0.00	461.95	0	-461.95	0.00
Total Taxation School Boards		0.00	-195269.54	-192891	2378.54	-1.23
1200 French Public levy						
1-3-1200-1000	French Public levy	0.00	-3415.98	-3416	-0.02	0.00
Total French Public levy		0.00	-3415.98	-3416	-0.02	0.00
1300 English Separate Levy						
1-3-1300-1000	English Separate Levy	0.00	-17495.06	-17495	0.06	0.00
Total English Separate Levy		0.00	-17495.06	-17495	0.06	-0.00
1400 French Separate Levy						
1-3-1400-1000	French Separate Levy	0.00	-13605.77	-13606	-0.23	0.00
1-3-1400-2000	French Separate Supplementary	0.00	-3.60	0	3.60	0.00
Total French Separate Levy		0.00	-13609.37	-13606	3.37	-0.02
1500 Taxation School Boards						
1-3-1500-1000	Education - Commercial/Industrial	0.00	-10149.98	-10150	-0.02	0.00
1-3-1500-2000	Education - Commercial & Ind-Supple	0.00	-79.75	0	79.75	0.00
Total Taxation School Boards		0.00	-10229.73	-10150	79.73	-0.79
4200 Unconditional Grants Provincial						
1-3-4200-5120	Ontario Municipal Partnership Fund	0.00	-253550.00	-507100	-253550.00	50.00
Total Unconditional Grants Provincial		0.00	-253550.00	-507100	-253550.00	50.00
5100 Federal Grants						
1-3-5100-5720	Federal Government	0.00	0.00	-2100	-2100.00	100.00
Total Federal Grants		0.00	0.00	-2100	-2100.00	100.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

Page : 2

Date : Aug 02,2024

Time : 1:45 pm

Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE						
Total Federal Grants		0.00	0.00	-2100	-2100.00	100.00
5200 Conditional Grants - Provincial						
1-3-5200-5221	Other Grants	0.00	-74200.43	-75000	-799.57	1.07
1-3-5200-5355	Drainage Grant /Revenue	0.00	-6441.15	-8000	-1558.85	19.49
Total Conditional Grants - Provincial		0.00	-80641.58	-83000	-2358.42	2.84
6100 Administration Revenue						
1-3-6100-1910	Revenue Re: Mandatory Septic Inspections	0.00	0.00	-500	-500.00	100.00
1-3-6100-5785	Newsletter Advertising	0.00	-210.00	-300	-90.00	30.00
1-3-6100-5786	Filming Permits	0.00	0.00	-250	-250.00	100.00
1-3-6100-7770	Tax Certificates	0.00	-1080.00	-2500	-1420.00	56.80
1-3-6100-7780	Newsletter Subscriptions	0.00	10.00	0	-10.00	0.00
1-3-6100-7800	Tax Registration Revenue	0.00	-1050.00	-2000	-950.00	47.50
1-3-6100-7900	Provincial Offences Net Revenue	0.00	-919.43	0	919.43	0.00
Total Administration Revenue		0.00	-3249.43	-5550	-2300.57	41.45
6200 Building Revenue						
1-3-6200-7240	Building Permits	0.00	-21692.72	-22500	-807.28	3.59
Total Building Revenue		0.00	-21692.72	-22500	-807.28	3.59
6300 Animal Control Revenue						
1-3-6300-7210	Dog Taxes Collected At Office	0.00	-1672.00	-1500	172.00	-11.47
Total Animal Control Revenue		0.00	-1672.00	-1500	172.00	-11.47
6400 Roads Revenue						
1-3-6400-7740	Roads Revenue	0.00	-17639.69	-40000	-22360.31	55.90
1-3-6400-7760	Aggregate Resources Revenue	0.00	-676.16	-7500	-6823.84	90.98
Total Roads Revenue		0.00	-18315.85	-47500	-29184.15	61.44
6500 Fire Dept. Revenue						
1-3-6500-5795	Fire Dept. Revenue	0.00	-60.00	0	60.00	0.00
Total Fire Dept. Revenue		0.00	-60.00	0	60.00	0.00
6600 Recreation Revenue						
1-3-6600-5745	Recreation Events	0.00	-195.00	0	195.00	0.00
Total Recreation Revenue		0.00	-195.00	0	195.00	0.00
6700 Environmental Revenue						
1-3-6700-7535	Recycling Revenue	0.00	-702.36	-24000	-23297.64	97.07
1-3-6700-7540	Tipping Fees	0.00	-2865.00	-5000	-2135.00	42.70
1-3-6700-7545	Scrap Metal Removal	0.00	-618.51	-3500	-2881.49	82.33
Total Environmental Revenue		0.00	-4185.87	-32500	-28314.13	87.12

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE						
Total Environmental Revenue		0.00	-4185.87	-32500	-28314.13	87.12
6800 Planning Revenue						
1-3-6800-7780	Zoning By-Law Amendments	0.00	-300.00	-3000	-2700.00	90.00
1-3-6800-7785	Severances	0.00	-8000.00	-10000	-2000.00	20.00
1-3-6800-7795	Minor Variances	0.00	0.00	-1000	-1000.00	100.00
1-3-6800-7800	Admin Fees - Road Allowances	0.00	-500.00	-500	0.00	0.00
1-3-6800-7810	Frontage Fees	0.00	0.00	-5000	-5000.00	100.00
1-3-6800-7820	Planning Fees	0.00	-1602.52	0	1602.52	0.00
Total Planning Revenue		0.00	-10402.52	-19500	-9097.48	46.65
8000 Other Revenue						
1-3-8000-5000	Interest Income	0.00	-11894.16	-1000	10894.16	-1089.42
1-3-8000-7510	Penalties - Current Taxes	0.00	-6757.94	-17000	-10242.06	60.25
1-3-8000-7520	Interest - Tax Arrears	0.00	-14327.44	-14000	327.44	-2.34
1-3-8000-9100	Other Revenue	0.00	-2734.28	-2500	234.28	-9.37
1-3-8000-9905	Contribution from Reserves-Working Funds	0.00	0.00	-20000	-20000.00	100.00
1-3-8000-9955	Contribution from Res - Gas Tax	0.00	0.00	-25000	-25000.00	100.00
1-3-8000-9980	Contribution from Reserves -Plan Review	0.00	0.00	-10000	-10000.00	100.00
Total Other Revenue		0.00	-35713.82	-89500	-53786.18	60.10
Total REVENUE		0.00	-2596598.73	-2968200	-371601.27	12.52
EXPENSE						
100 Council						
1-4-0100-1110	Council Remuneration	0.00	18315.00	22500	4185.00	18.60
1-4-0100-1112	Remuneration-Conferences	0.00	0.00	7500	7500.00	100.00
1-4-0100-1120	Travel & Conferences	0.00	7865.84	10500	2634.16	25.09
1-4-0100-1130	Other Expenses	0.00	69.76	500	430.24	86.05
1-4-0100-1141	CPP Premiums Council	0.00	518.67	1000	481.33	48.13
1-4-0100-1150	Council EHT	0.00	0.00	650	650.00	100.00
1-4-0100-1160	Exepenses re: Intergrity Commissioner	0.00	300.00	300	0.00	0.00
Total Council		0.00	27069.27	42950	15880.73	36.97
300 Administration						
1-4-0300-1141	CPP Premiums Administration	0.00	6264.61	9495	3230.39	34.02
1-4-0300-1410	Admin. Salaries	0.00	144764.51	236582	91817.49	38.81
1-4-0300-1430	Admin. Training	0.00	820.82	1600	779.18	48.70
1-4-0300-1440	Travel, Conferences & Other	0.00	1247.81	3500	2252.19	64.35
1-4-0300-1460	EI Premiums -Administration	0.00	3084.74	5429	2344.26	43.18
1-4-0300-1470	EHT Premiums -Aministration	0.00	0.00	4613	4613.00	100.00
1-4-0300-1476	Benefits -OMERS	0.00	10812.20	16329	5516.80	33.79
1-4-0300-1480	Benefits - Group Insurance	0.00	9791.39	17532	7740.61	44.15

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
1-4-0300-1485	Health & Safety	0.00	189.65	100	-89.65	-89.65
1-4-0300-1490	Worker's Compensation	0.00	4478.44	8943	4464.56	49.92
1-4-0300-1498	Office Expenses	0.00	7454.57	10013	2558.43	25.55
1-4-0300-1520	Insurance	0.00	37886.69	32003	-5883.69	-18.38
1-4-0300-1530	Contracted Office Services	0.00	1567.86	3400	1832.14	53.89
1-4-0300-1540	Computer Expenses	0.00	14463.11	16000	1536.89	9.61
1-4-0300-1610	Office Supplies	0.00	2312.10	5000	2687.90	53.76
1-4-0300-1620	Telephone & Fax	0.00	4605.09	7500	2894.91	38.60
1-4-0300-1621	Cell Phone	0.00	718.77	1000	281.23	28.12
1-4-0300-1630	Postage	0.00	3157.39	5000	1842.61	36.85
1-4-0300-1660	Subscriptions & Memberships	0.00	4042.00	3600	-442.00	-12.28
1-4-0300-1710	Office Equipment	0.00	0.00	1000	1000.00	100.00
1-4-0300-1720	Computer Equipment	0.00	486.92	500	13.08	2.62
1-4-0300-1735	Miscellaneous Expenses	0.00	34.66	0	-34.66	0.00
Total Administration		0.00	258183.33	389139	130955.67	33.65
400 General Government						
1-4-0400-1668	Asset Management Consulting	0.00	0.00	12000	12000.00	100.00
1-4-0400-1670	Audit Fees	0.00	16332.49	16900	567.51	3.36
1-4-0400-1675	Tax Registration Expenses	0.00	3314.60	2500	-814.60	-32.58
1-4-0400-1680	Legal Fees	0.00	3215.37	8000	4784.63	59.81
1-4-0400-1690	Advertising	0.00	0.00	500	500.00	100.00
1-4-0400-1720	Receptions	0.00	0.00	750	750.00	100.00
1-4-0400-1750	Bank Charges	0.00	816.98	2402	1585.02	65.99
1-4-0400-1760	Rounding Account	0.00	0.17	0	-0.17	0.00
1-4-0400-1800	Awards & Recognition Programs	0.00	571.89	750	178.11	23.75
1-4-0400-1810	General Donations	0.00	600.19	1500	899.81	59.99
1-4-0400-2770	Property Assessment	0.00	19310.43	25191	5880.57	23.34
1-4-0400-2805	Web Site	0.00	9946.04	11000	1053.96	9.58
Total General Government		0.00	54108.16	81493	27384.84	33.60
500 Fire Department						
1-4-0500-1141	Fire Department CPP Premium	0.00	323.75	675	351.25	52.04
1-4-0500-1480	Fire Department EHT	0.00	0.00	275	275.00	100.00
1-4-0500-2125	Materials & Supplies	0.00	346.51	1200	853.49	71.12
1-4-0500-2130	Building Maintenance	0.00	0.00	1500	1500.00	100.00
1-4-0500-2135	Communications	0.00	4697.90	5500	802.10	14.58
1-4-0500-2140	Training	0.00	2774.91	8000	5225.09	65.31
1-4-0500-2145	Insurance - Fire Department	0.00	25481.54	24300	-1181.54	-4.86
1-4-0500-2146	WSIB - Fire department	0.00	4702.76	7800	3097.24	39.71
1-4-0500-2150	Equipment Maintenance	0.00	3794.13	10000	6205.87	62.06
1-4-0500-2155	Expenses re: Fire Management Agreem	0.00	0.00	186	186.00	100.00
1-4-0500-2157	Expenses Re Call Outs	0.00	0.00	1200	1200.00	100.00
1-4-0500-2160	Health & Safetv	0.00	3669.84	5500	1830.16	33.28

TOWNSHIP OF CHISHOLM
Budget Variance Report

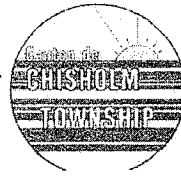


Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
1-4-0500-2165	Radio Equipment	0.00	1984.32	2500	515.68	20.63
1-4-0500-2180	Gas & Oil	0.00	910.12	3000	2089.88	69.66
1-4-0500-2185	Clothing	0.00	78.36	3500	3421.64	97.76
1-4-0500-2190	Travel and Conferences	0.00	1525.78	3000	1474.22	49.14
1-4-0500-2192	Fire Department Per Diem	0.00	1500.00	3750	2250.00	60.00
1-4-0500-2195	Salaries (Points)	0.00	0.00	9250	9250.00	100.00
1-4-0500-2200	Honorarium	0.00	7590.55	17585	9994.45	56.84
1-4-0500-2210	Fire Fighter Recognition	0.00	0.00	2100	2100.00	100.00
1-4-0500-2230	Memberships & Subscriptions	0.00	524.75	425	-99.75	-23.47
1-4-0500-2235	Heat & Hydro	0.00	6888.29	6000	-888.29	-14.80
1-4-0500-2240	Fire Prevention	0.00	590.47	900	309.53	34.39
1-4-0500-2245	Small Equipment	0.00	158.38	3000	2841.62	94.72
1-4-0500-2250	Trsf to Reserves for Fire Dept	0.00	0.00	31000	31000.00	100.00
Total Fire Department		0.00	67542.36	152146	84603.64	55.61
700 Conservation Authority						
1-4-0700-2310	Conservation Authority Levy	0.00	14383.00	14383	0.00	0.00
1-4-0700-2775	GIS	0.00	6729.74	10000	3270.26	32.70
Total Conservation Authority		0.00	21112.74	24383	3270.26	13.41
800 Building Bylaw Enforcement						
1-4-0800-1141	By-law Enforcement - CPP	0.00	41.36	200	158.64	79.32
1-4-0800-1460	By law Enforcement - EI	0.00	44.66	90	45.34	50.38
1-4-0800-2410	Bldg. Insp. Salaries	0.00	3993.07	15000	11006.93	73.38
1-4-0800-2420	Bldg. Insp. - Other Expenses	0.00	999.28	7500	6500.72	86.68
1-4-0800-2450	By-law Enforcement-WSIB	0.00	56.82	100	43.18	43.18
1-4-0800-2710	By-Law Enforcement Officer	0.00	1921.58	5000	3078.42	61.57
1-4-0800-2720	By-Law Enforce. - Other Expenses	0.00	209.19	1500	1290.81	86.05
Total Building Bylaw Enforcement		0.00	7265.96	29390	22124.04	75.28
900 Animal Control - Canine						
1-4-0900-2510	Canine Control - Wages	0.00	0.00	1500	1500.00	100.00
1-4-0900-2520	Canine Control - Supplies & Serv.	0.00	216.17	500	283.83	56.77
Total Animal Control - Canine		0.00	216.17	2000	1783.83	89.19
901 Animal Control - Livestock						
1-4-0901-2530	Livestock Killed by Dogs/Wolves	0.00	332.10	500	167.90	33.58
1-4-0901-2535	Livestock Evaluation-Expenses	0.00	0.00	100	100.00	100.00
Total Animal Control - Livestock		0.00	332.10	600	267.90	44.65
902 Animal Control - Veterinary						
1-4-0902-2550	Veterinary Unit	0.00	0.00	550	550.00	100.00
Total Animal Control - Veterinary		0.00	0.00	550	550.00	100.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
Total Animal Control - Veterinary		0.00	0.00	550	550.00	100.00
1000 Other Protections						
1-4-1000-0010	Fence Viewing	0.00	0.00	100	100.00	100.00
1-4-1000-0020	Emergency Planning	0.00	0.00	1000	1000.00	100.00
1-4-1000-0040	Costs Re 911 contract	0.00	677.69	680	2.31	0.34
1-4-1000-0045	Police Services Board	0.00	0.00	1500	1500.00	100.00
1-4-1000-0050	Policing Costs	0.00	70980.00	170347	99367.00	58.33
Total Other Protections		0.00	71657.69	173627	101969.31	58.73
1100 Public Works						
1-4-1100-1141	CPP Premiums - Roads	0.00	10705.80	17940	7234.20	40.32
1-4-1100-1460	EI Premiums - Roads	0.00	4067.21	6548	2480.79	37.89
1-4-1100-1476	Benefits- OMERS	0.00	17377.11	26954	9576.89	35.53
1-4-1100-3110	Wages - Crew	0.00	193544.11	311593	118048.89	37.89
1-4-1100-3115	Gravel	0.00	463.01	16000	15536.99	97.11
1-4-1100-3116	Sand and Salt	0.00	0.00	75000	75000.00	100.00
1-4-1100-3117	Calcium	0.00	94828.34	102465	7636.66	7.45
1-4-1100-3118	Culverts	0.00	8426.80	15000	6573.20	43.82
1-4-1100-3119	Cold Mix/Crushed Asphalt	0.00	4166.48	4500	333.52	7.41
1-4-1100-3120	Materials & Shop Supplies	0.00	6689.62	12049	5359.38	44.48
1-4-1100-3121	Small Equipment Repairs	0.00	760.65	4000	3239.35	80.98
1-4-1100-3122	Advertising/Courier	0.00	0.00	500	500.00	100.00
1-4-1100-3125	Memberships & Subscription	0.00	920.79	850	-70.79	-8.33
1-4-1100-3130	Equipment Rentals	0.00	941.28	30000	29058.72	96.86
1-4-1100-3150	Garage Furnace Fuel	0.00	5590.40	11000	5409.60	49.18
1-4-1100-3160	Garage Building Maintenance	0.00	247.59	2000	1752.41	87.62
1-4-1100-3165	Computer and Internet Expenses	0.00	0.00	250	250.00	100.00
1-4-1100-3211	Grader Fuel	0.00	8595.52	19500	10904.48	55.92
1-4-1100-3212	Grader Parts and Repairs	0.00	5582.88	15000	9417.12	62.78
1-4-1100-3220	Western Star 2024 License	0.00	1841.00	1841	0.00	0.00
1-4-1100-3221	Western Star 2024 Fuel	0.00	2355.24	6000	3644.76	60.75
1-4-1100-3222	Western Star 2024 Parts and Repairs	0.00	3680.91	5000	1319.09	26.38
1-4-1100-3225	Western Star2005 License	0.00	1691.25	1691	-0.25	-0.01
1-4-1100-3226	Western Star 2005 Fuel	0.00	6395.40	10000	3604.60	36.05
1-4-1100-3227	Western Star 2005 Parts and Repairs	0.00	8065.51	10000	1934.49	19.34
1-4-1100-3241	Backhoe Fuel	0.00	2321.45	6500	4178.55	64.29
1-4-1100-3242	Backhoe Parts and Repairs	0.00	2825.41	6000	3174.59	52.91
1-4-1100-3256	2019 GMC Fuel	0.00	3699.57	7000	3300.43	47.15
1-4-1100-3257	2019 GMC Parts and Repairs	0.00	3584.79	3000	-584.79	-19.49
1-4-1100-3260	GMC 2015 License	0.00	288.00	0	-288.00	0.00
1-4-1100-3261	2015 GMC Fuel	0.00	3194.88	5000	1805.12	36.10
1-4-1100-3262	2015 GMC Parts and Repairs	0.00	305.02	4000	3694.98	92.37
1-4-1100-3270	Freightliner Truck License	0.00	2144.00	2144	0.00	0.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
1-4-1100-3271	Freightliner Fuel	0.00	5588.62	12000	6411.38	53.43
1-4-1100-3272	Freighliner Parts and Repairs	0.00	3897.23	8000	4102.77	51.28
1-4-1100-3273	Expenses Re Argo	0.00	0.00	500	500.00	100.00
1-4-1100-3275	Tractor Fuel	0.00	837.36	2500	1662.64	66.51
1-4-1100-3276	Tractor Repairs	0.00	264.58	1000	735.42	73.54
1-4-1100-3281	Excavator Fuel	0.00	3870.87	8500	4629.13	54.46
1-4-1100-3282	Excavator Parts and Repairs	0.00	2022.60	5000	2977.40	59.55
1-4-1100-3660	Benefits - Group Insurance	0.00	15412.88	26424	11011.12	41.67
1-4-1100-3690	EHT Premiums- Roads	0.00	0.00	6076	6076.00	100.00
1-4-1100-3700	WSIB Premiums Roads	0.00	5978.21	11778	5799.79	49.24
1-4-1100-3710	Garage - Telephone	0.00	366.85	500	133.15	26.63
1-4-1100-3720	Garage - Hydro	0.00	2110.25	3300	1189.75	36.05
1-4-1100-3725	Travel	0.00	365.17	2500	2134.83	85.39
1-4-1100-3730	Conferences & Training	0.00	2091.64	4000	1908.36	47.71
1-4-1100-3740	Plans and Studies	0.00	0.00	8000	8000.00	100.00
1-4-1100-3745	Engineering Costs	0.00	0.00	25000	25000.00	100.00
1-4-1100-3750	Insurance	0.00	40493.56	40142	-351.56	-0.88
1-4-1100-3760	Signage	0.00	3803.50	3000	-803.50	-26.78
1-4-1100-3765	Health & Safety	0.00	6795.53	9000	2204.47	24.49
1-4-1100-3770	Boots and Clothing Allowance	0.00	1525.08	2500	974.92	39.00
1-4-1100-3810	Long Term Loans - Principal	0.00	92311.07	198805	106493.93	53.57
1-4-1100-3915	Long Term Loans - Interest	0.00	23790.84	48026	24235.16	50.46
1-4-1100-4320	Trsf to reserves for Equipment	0.00	0.00	32500	32500.00	100.00
1-4-1100-4405	Bridge/Culvert Repairs	0.00	0.00	3000	3000.00	100.00
1-4-1100-4430	Costs Re: Aggregate Pits	0.00	0.00	1000	1000.00	100.00
1-4-1100-4436	Transfer to Reserve for Future Rd Needs	0.00	0.00	20000	20000.00	100.00
1-4-1100-4460	Beaver Control	0.00	0.00	1000	1000.00	100.00
Total Public Works		0.00	616825.86	1223376	606550.14	49.58
1300 Environmental						
1-4-1300-1460	EI Premiums Landfill	0.00	260.75	366	105.25	28.76
1-4-1300-1476	Omers Contributions- Landfill Site	0.00	0.00	1416	1416.00	100.00
1-4-1300-4505	Site Cleanup	0.00	0.00	28000	28000.00	100.00
1-4-1300-4510	Site Expenditures	0.00	17902.08	28000	10097.92	36.06
1-4-1300-4520	Trsf to Reserve Landfill Closure	0.00	0.00	10400	10400.00	100.00
1-4-1300-4610	Recycling	0.00	17432.08	40000	22567.92	56.42
1-4-1300-4620	Wages-Landfill Site	0.00	11222.34	15735	4512.66	28.68
1-4-1300-4640	Employer Health Tax	0.00	0.00	307	307.00	100.00
1-4-1300-4650	WSIB	0.00	344.81	595	250.19	42.05
Total Environmental		0.00	47162.06	124819	77656.94	62.22
1400 Health						
1-4-1400-5110	Health Unit	0.00	24650.50	42258	17607.50	41.67
1-4-1400-6510	Cemeterv Expenses	0.00	1175.33	2500	1324.67	52.99

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
Total Health		0.00	25825.83	44758	18932.17	42.30
1500 Social Services						
1-4-1500-6110	General Assistance	0.00	178227.55	309937	131709.45	42.50
Total Social Services		0.00	178227.55	309937	131709.45	42.50
1600 Home for Aged						
1-4-1600-6210	Home for the Aged	0.00	31857.00	54612	22755.00	41.67
Total Home for Aged		0.00	31857.00	54612	22755.00	41.67
1700 Parks & Recreation						
1-4-1700-1110	Parks Expenses	0.00	2499.16	5000	2500.84	50.02
1-4-1700-1115	Tennis Court	0.00	197.78	500	302.22	60.44
1-4-1700-1200	Parks & Recreation Insurance	0.00	7285.69	7746	460.31	5.94
Total Parks & Recreation		0.00	9982.63	13246	3263.37	24.64
1800 Recreation Programs						
1-4-1800-1310	Recreation Programs and Events	0.00	179.33	800	620.67	77.58
Total Recreation Programs		0.00	179.33	800	620.67	77.58
1900 Library Services						
1-4-1900-1905	East Ferris Library	0.00	0.00	1000	1000.00	100.00
1-4-1900-1910	Powassan Library	0.00	22430.74	30316	7885.26	26.01
Total Library Services		0.00	22430.74	31316	8885.26	28.37
2000 Planning & Development						
1-4-2000-1110	Planning Expenses	0.00	5634.14	10000	4365.86	43.66
1-4-2000-1135	Com. of Adj./Plann Advisory Com	0.00	0.00	1000	1000.00	100.00
1-4-2000-1321	Strategic Plan Expenses	0.00	0.00	12500	12500.00	100.00
1-4-2000-1330	Drainage Expenses	0.00	8495.66	8000	-495.66	-6.20
Total Planning & Development		0.00	14129.80	31500	17370.20	55.14
4000 Education Req Public						
1-4-4000-1000	English Public Requisition	0.00	97652.90	192891	95238.10	49.37
1-4-4000-2000	French Public Requisition	0.00	2167.29	3416	1248.71	36.55
Total Education Req Public		0.00	99820.19	196307	96486.81	49.15
5000 Education Req Separate						
1-4-5000-1000	French Separate Requisition	0.00	7771.95	13606	5834.05	42.88
1-4-5000-2000	English Separate Requisition	0.00	9964.46	17495	7530.54	43.04
Total Education Req Separate		0.00	17736.41	31101	13364.59	42.97
7000 Education - Commercial/Industrial						

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

Page : 9

Date : Aug 02,2024

Time : 1:45 pm

Fiscal Year : 2024 Period : 12
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENSE						
1-4-7000-1000	Education - Commercial/Industrial	0.00	0.00	10150	10150.00	100.00
Total Education - Commercial/Industrial		0.00	0.00	10150	10150.00	100.00
Total EXPENSE		0.00	1571665.18	2968200	1396534.82	47.05
REVENUE						
5200 Provincial Grants						
2-3-5200-5300	Provincial Grants	0.00	-118238.00	-297540	-179302.00	60.26
Total Provincial Grants		0.00	-118238.00	-297540	-179302.00	60.26
6500 revenue						
2-3-6500-5800	Transfer from Reserves Fire Dept	0.00	0.00	-101500	-101500.00	100.00
Total revenue		0.00	0.00	-101500	-101500.00	100.00
8000 Other Revenue						
2-3-8000-4190	Contr from Res for Cap Expenditures	0.00	0.00	-10685	-10685.00	100.00
2-3-8000-9920	Contribution From Reserves- Road Equip	0.00	0.00	-12000	-12000.00	100.00
Total Other Revenue		0.00	0.00	-22685	-22685.00	100.00
Total REVENUE		0.00	-118238.00	-421725	-303487.00	71.96
EXPENSE						
500 Fire Department						
2-4-0500-2185	Fire Dept Clothing Expenses	0.00	13732.52	17500	3767.48	21.53
2-4-0500-2255	Fire Dept Equipment Capital	0.00	3999.00	84000	80001.00	95.24
Total Fire Department		0.00	17731.52	101500	83768.48	82.53
1100 Public Works						
2-4-1100-3115	Gravel Application	0.00	227868.44	257499	29630.56	11.51
2-4-1100-3140	Equipment Capital Purchases	0.00	0.00	12000	12000.00	100.00
2-4-1100-4406	Pioneer Bridge	0.00	457.92	0	-457.92	0.00
2-4-1100-4446	Memorial Park Reconstruction	0.00	41666.99	50726	9059.01	17.86
Total Public Works		0.00	269993.35	320225	50231.65	15.69
Total EXPENSE		0.00	287724.87	421725	134000.13	31.77
Report Total		0.00	-855446.68	0	855446.68	0.00

Corporation of the Township of Chisholm
Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0
(705)724-3526 - Fax (705)724-5099
info@chisholm.ca

Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council

From: Shawn Hughes, Ops Superintendent

Date: Aug 9, 2024

Re: Public Works Activity Report (July 6, 2024– Aug 9, 2024)

Landfill/Roads/Parks

Grading as required
Washouts fixed along hard surface roads July 8th
Grass cutting as needed at parks
Patching as required on hard surfaces
Remove beaver dam in end of culvert on Chiswick line to allow beaver removal
Ditching along memorial
Second round of road side grass cutting has been completed
Grass cutting around all signs, intersections, guide rails, and bridges ongoing
Remove invasive Phragmites from test area along memorial park
Installed controlled intersection signs as per the Ontario traffic manual for the intersection of Kells and Chiswick line
Picked up garbage at landfill entrance to improve the cleanliness and appearance
Dug a French drain along driveway at the township office to reduce the washouts during heavy rains and stop the ditch from being filled with gravel
Removed community map sign from the intersection of Memorial and Alderdale
Fixed driveway at the beach
Replaced three guide rail posts on Golf course road that were damaged.

Equipment

Brake Chamber replaced on Freightliner
Replaced Cabin air filters on 2019 and 2015 GMC Pickup trucks
Attached retriever to grader for pulling gravel back from the shoulders of the roads

Other notes

Moving forward we will be finishing up our roadside grass trimming and cleaning up around signs.

We are hoping to start removing berms along Pioneer road in the coming weeks to allow for better drainage and will also be creating some needed ditches in places where there are none. We are hoping after installing the Retriever on the grader that this will be a help in reducing the berms being created and allow for better movement of the water from the roadways. We will also be starting to clear a spot at the landfill to create space to allow for our new recycling bin and scrap metal bin to be placed.

July 15th Washouts

The washouts on July 15th seemed to take everyone off guard, the day went from a normal day to overwhelming in a matter of a few short hours. While I was on vacation Randy sent me a text to keep me updated and let me know of the situation and how I would like it looked after. Our first priority is always safety so he was instructed to close the road on River where the biggest washout was and the road wasn't safe to pass, after the road was closed the public works crew identified other areas of concern and marked them with traffic cones. As the public works crew relayed information to me I made the calls to have material delivered to the smaller washouts that were fixable and setup heavy equipment for the larger washouts. On the 15th we were able to fix a few smaller washouts on River road while the larger ones had to be put off till the next day after the water had stopped. This small weather event is a solid reminder of how important it is to have a strong reserve for emergency road repairs. We were very lucky that this storm was only in a small area of the township or it could have been much worse. The costs so far are as follow

Culverts needed for the washout on River road and one on South Shore 2X 15"x20' 2X 24"x30' and 2X24"x20' \$6913.70 the majority of this cost will be covered by our operating budget line for culverts however this means we will not have money for any other culverts for this year.

The material needed for the road repairs including the large washout where two culverts needed to be replaced and the "A" gravel needed for washouts on South Shore, Cedar, and River

10 Triaxle loads of sand/fill for River road culverts

4 Triaxle loads of Type II B gravel for smaller washouts and culverts

2 Triaxle loads of "A" gravel for culvert install

727.94 tonne of "A" gravel spread on roads for washout repairs

1 Triaxle load of Gabian stone for end treatment on washed out culverts

\$22,377.30 Almost \$16,000 of this will be covered by our normal operation budget on our gravel line

The excavator rentals for the washout repairs \$3596.23 This will be fully covered by our equipment rentals budget line as well as the final bill for the packer rental when we receive it.

So in summary the total cost of this short heavy rain was a little over \$30,000 and could have been a lot worse. The washout on river ended up being approximately 12 feet wide and over 10 feet deep requiring large amounts of fill to bring the grade up to the culvert level then reinstall Culverts, I decided to go with Two culverts in this location so this type of thing doesn't happen again. While the culverts were being replaced we had trucks hauling gravel to the other roads and the grader was working to repair the roads with washouts on the shoulders causing lane reductions. I have started getting pricing on having the pavement patched and will be looking for a few more prices before making a final decision.

Corporation of the Township of Chisholm
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info@chisholm.ca

Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council
From: Jenny Leblond, CAO Clerk Treasurer
Date: July 30th, 2024
Re: River Road wash out

Further to Operations Superintendent, Shawn Hughes' report, staff wish to recommend to Council to pave the wash out area of River Road.

Staff are recommending to pave the portion of River Road that was washed out in the last storm by using reserves to cover this cost.

The projected balance in the Capital Expenditure Reserve at end of December 31, 2024 is \$50,964.

Proposed Resolution:

Be it resolved that Council approve the CAO and Operations Superintendent to spend up to \$18,000 from Capital Expenditure Reserves to pave the washed out portion of River Road.

Chisholm Township

Report to Council

Report No.: 2024-03

Date: August 2, 2024

Originator: Jenny Leblond, CAO Clerk-Treasurer

Subject: **Winter Sand – Supply of Screened Winter Sand
Tender CH 2024-03**

RECOMMENDATION

That Tender CH 2024-02 for the supply and delivery of 2,700 Tonnes of screened winter sand, be awarded to A. Miron Topsoil for the lowest bid of \$48,510.90 including H.S.T., for the 2024 season.

BACKGROUND

Tender CH 2024-02 is for the supply and delivery of 2,700 Tonnes of screened winter sand, to be screened with a 12mm screen, and the onsite mixing and stockpiling of the delivered Winter Sand. Tender was submitted by invitation to the distribution list and publicly advertised on our website. The Tender closed on August 1, 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 Jenny Leblond, and one member of the public in attendance.

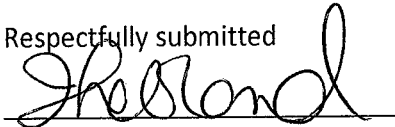
Of the invitations and the public advertisement process, a total of three (3) tender packages were received. No addendums were issued.

ANALYSIS/OPTIONS

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

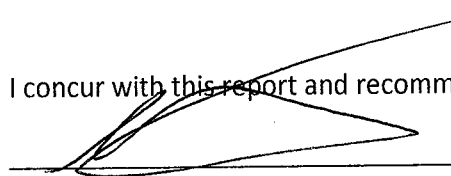
	Price	HST	TOTAL
A. Miron Topsoil	\$42,930.00	\$5,580.90	\$48,510.90
Robinson Haulage	\$43,875.00	\$5,703.75	\$49,578.75
Miller Paving LTD	\$66,150.00	\$8,599.50	\$74,749.50

Respectfully submitted



Jenny Leblond, CAO Clerk-Treasurer

I concur with this report and recommendation.



Shawn Hughes, Operations Superintendent

CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW 2024-21

Being a by-law to amend By-Law 2023-16 to govern the calling, place and proceedings of meetings of Council and its Committees, the conduct of its members and public notice of meetings.

WHEREAS on April 25th, 2023, pursuant to the provisions of Section 238(2) and (2.1) of the Municipal Act, S.O. 2001 ch. 25, the Council of the Corporation of the Township of Chisholm enacted By-Law 2023-16 for governing the calling, place and proceedings of meetings; and its Committees, the conduct of its members and public notice of meetings.

AND WHEREAS it is deemed expedient to amend certain provisions thereof.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM ENACT AS FOLLOWS:

1. Section 10.3 – add to end of section the following: “In the event of technical issues with internet or technology, the meeting will proceed as an open meeting if all other requirements of this by-law are met.”
2. Section 12.9 - add to end of section the following: “In the event of technical issues with internet or technology, the meeting will proceed if quorum and all other requirements of this by-law are met.”

READ A FIRST, SECOND, THIRD TIME AND PASSED THIS 13TH DAY OF AUGUST, 2024.

Mayor

CAO Clerk Treasurer

Township of Chisholm Council Code of Conduct

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1. AUTHORITY

The Corporation of the Township of Chisholm has established this Council Code of Conduct in accordance with Part V.1 - Accountability and Transparency of the Municipal Act, 2001, S.O. 2001, c.25.

2. PREAMBLE

It is the goal of the Corporation of the Township of Chisholm to improve the quality of public administration and governance by encouraging high standards of conduct on the part of all government officials. In particular, the public is entitled to expect the highest standards of conduct from the members that it elects to local government. In turn, adherence to these standards will protect and maintain the Corporation of the Township of Chisholm' reputation and integrity.

Subsection 223.2 of the Municipal Act, 2001 requires the Municipality to establish a code of conduct for members of Council. It is intended to supplement and be compatible with the laws governing the conduct of members.

The key statements of principle that underline the Corporation of the Township of Chisholm Code of Conduct are as follows:

- Members of Council shall serve and be seen to serve their constituents in a conscientious and diligent manner;
- Members of Council are elected by their constituents to represent their views when dealing with issues that come before council. The constituents have many views and opinions and Members of Council cannot represent all of the issues, all of the time. Election to office also requires Members of Council to have a broader understanding of the issues that impact the municipality as a whole. Members of Council will have to consider conflicting interests and make decisions that may not be popular by everyone.
- Members of Council should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and conflicts of interest, both apparent and real;
- Members of Council are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- Members of Council shall seek to serve the public interest by upholding both the letter and the spirit of the laws of the Federal Parliament and Ontario Legislature,

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and the laws and policies adopted by Council.

3. DEFINITIONS

In the Code of Conduct, the terms “child”, “parent” and “spouse” have the same meanings as in the Municipal Conflict of Interest Act:

“child” means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

“parent” means a person who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child; and

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage.

4. STATUTORY PROVISIONS

This Code of Conduct operates along with and as a supplement to the existing statutes governing the conduct of members. The following provincial legislation governs the conduct of members of Council:

- the Municipal Act, 2001;
- the Municipal Conflict of Interest Act;
- the Municipal Elections Act, 1996; and
- the Municipal Freedom of Information and Protection of Privacy Act.

The Criminal Code of Canada also governs the conduct of members of Council.

5. REGULATING CONDUCT APPLICATION

This Code of Conduct applies to the Mayor and all members of Council.

6. GIFTS AND BENEFITS

No member shall accept a fee, advance, gift or personal benefit that is connected directly or indirectly with the performance of his or her duties of office, unless permitted by the exceptions listed below.

For these purposes, a fee or advance paid to or a gift or benefit provided with the member’s knowledge to a member’s spouse, child, or parent, or to a member’s staff that

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is connected directly or indirectly to the performance of the member’s duties is deemed to be a gift to that member.

The following are recognized as exceptions:

- (a) compensation authorized by law;
- (b) gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- (c) a political contribution otherwise reported by law, in the case of members running for office;
- (d) services provided without compensation by persons volunteering their time;
- (e) a suitable memento of a function honouring the member;
- (f) food, lodging, transportation and entertainment provided by provincial, and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country, or by a conference, seminar or event organizer where the member is either speaking or attending in an official capacity;
- (g) food and beverages consumed at banquets, receptions or similar events, if:
 - attendance serves a legitimate business purpose;
 - the person extending the invitation, or a representative of the organization is in attendance; and
 - the value is reasonable and the invitations infrequent;

In the case of categories (b), (e), (f), and (g), if the value of the gift or benefit exceeds \$100.00, or if the total value received from any one source during the course of a calendar year exceeds \$100.00, the member shall within 30 days of receipt of the gift or reaching the annual limit, file a disclosure statement with the Integrity Commissioner.

The disclosure statement must indicate:

1. the nature of the gift or benefit;
2. the source and date of receipt of the gift or benefit;
3. the circumstances under which the gift or benefit was given or received;
4. the estimated value of the gift or benefit;
5. what the recipient intends to do with any gift; and
6. whether any gift will at any point be turned over to the municipality.

Any disclosure statement will be a matter of public record.

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On receiving a disclosure statement, the Integrity Commissioner shall examine it to ascertain whether the receipt of the gift or benefit might, in her or his opinion, create a conflict between a private interest and the public duty of the member. If the Integrity Commissioner makes that preliminary determination, he or she shall call upon the member to justify receipt of the gift or benefit.

Should the Integrity Commissioner determine that receipt was inappropriate, he or she may direct the member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, or forfeit the gift or remit the value of any gift or benefit already consumed to the Municipality.

Except in the case of categories (a), (c), and (f), a member may not accept a gift or benefit worth in excess of \$300.00 or gifts and benefits from one source during a calendar year worth in excess of \$300.

7. CONFIDENTIAL INFORMATION

Confidential information includes information in the possession of or received in confidence by the Township of Chisholm that the Township of Chisholm is either prohibited from disclosing, or is required to refuse to disclose, under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) or other legislation.

Generally, MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege.

The Municipal Act, 2001 allows information that concerns personnel, labour relations, litigation, property acquisitions, the security of the property of the Municipality or a local board, and matters authorized in other legislation, to remain confidential. For the purposes of the Code of Conduct, "confidential information" also includes this type of information.

No member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law or authorized by Council to do so. Nor shall members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.

In accordance with Procedural By-law No. 2023-16, a matter that has been discussed at an in-camera (closed) meeting remains confidential. No member of Council shall disclose the content of such matter, or the substance of deliberations, of the in-camera meeting until the Council or committee discusses the information at a meeting that is open to the public or releases the information to the public.

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The following are examples of information that a member of Council must keep confidential:

- items under litigation, negotiation, or personnel matters;
- information that infringes on the rights of others (e.g., sources of complaints where the identity of a complainant is given in confidence);
- price schedules in contract tender or Request for Proposal submissions if so specified;
- information deemed to be “personal information” under MFIPPA; and
- statistical data required by law not to be released (e.g. certain census or assessment data).

Members of Council should not access or attempt to gain access to confidential information in the custody of the Municipality unless it is necessary for the performance of their duties and not prohibited by Council policy.

8. USE OF MUNICIPAL PROPERTY, SERVICES AND OTHER RESOURCES

No member of Council should use, or permit the use of municipal land, facilities, equipment, supplies, services, staff or other resources (for example, municipal-owned materials, websites) for activities other than the business of the Corporation. Nor should any member obtain personal financial gain from the use or sale of municipal-developed intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the Municipality.

9. ELECTION CAMPAIGN WORK

Members are required to follow the provisions of the Municipal Elections Act, 1996. No member shall use the facilities, equipment, supplies, services or other resources of the Municipality (including newsletters and websites linked through the municipal website) for any election campaign or campaign-related activities. No member shall undertake campaign-related activities on municipal property during regular working hours unless permitted by policy (e.g., all candidates meetings). No member shall use the services of persons for election-related purposes during hours in which those persons receive any compensation from the Municipality.

10. IMPROPER USE OF INFLUENCE

No member of Council shall use the influence of her or his office for any purpose other than for the exercise of her or his official duties.

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Examples of prohibited conduct are the use of one's status as a member of Council to improperly influence the decision of another person to the private advantage of oneself, or one's parents, children or spouse, staff members, friends, or associates, business or otherwise. Also prohibited is the prospect or promise of future advantage through a member's supposed influence within Council in return for actions or inaction.

For the purposes of this provision, "private advantage" **does not include** a matter:

- (a) that is of general application;
- (b) that affects a member of Council, his or her parents, children or spouse, staff members, friends, or associates, business or otherwise as one of a broad class of persons; or
- (c) that concerns the remuneration or benefits of a member of Council.

11. BUSINESS RELATIONS

No member shall act as a paid agent before Council, its committees, or an agency, board or commission of the Municipality except in compliance with the terms of the Municipal Conflict of Interest Act.

A member shall not refer a third party to a person, partnership, or corporation in exchange for payment or other personal benefit.

12. CONDUCT REGARDING CURRENT & PROSPECTIVE EMPLOYMENT

No member shall allow the prospect of his or her future employment by a person or entity to detrimentally affect the performance of his or her duties to the Municipality.

13. CONDUCT AT COUNCIL AND COMMITTEE MEETINGS

Members shall conduct themselves with decorum at Council and committee meetings in accordance with the provisions of By-Law 2023-16 Being a by-law to govern the calling, place and proceedings of meetings of Council and its Committees, the conduct of its members and public notice of meetings.

14. CONDUCT RESPECTING STAFF

Under the direction of the CAO, staff serve the Council as a whole, and the combined interests of all members as evidenced through the decisions of Council. Council members shall be respectful of the role of staff to provide advice based on political neutrality and objectivity and without undue influence from any individual member or a faction of Council.

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Accordingly, no Council member shall maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of staff, and all members shall show respect for the professional capacities of staff.

No Council member shall compel staff to engage in political activities or be subjected to threats or discrimination for refusing to engage in such activities. Nor shall any Council member use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any staff member with the intent of interfering with that person's duties.

15. DISCREDITABLE CONDUCT

All members of Council have a duty to treat members of the public, one another, and staff appropriately and without abuse, bullying or intimidation, and to ensure that their work environment is free from discrimination and harassment. The Ontario Human Rights Code applies as well as the Occupational Health and Safety Act.

16. FAILURE TO ADHERE TO COUNCIL POLICIES AND PROCEDURES

Several of the provisions of this Council Code of Conduct incorporate policies and procedures adopted by Council. As a result, members of Council are required to observe the terms of all policies and procedures established by the Township of Chisholm.

17. REPRISALS AND OBSTRUCTION

Members of Council should respect the integrity of the Council Code of Conduct and investigations conducted under it. Any reprisal or threat of reprisal against a complainant or anyone for providing relevant information to the Integrity Commissioner is prohibited. It is also a violation of the Council Code of Conduct to obstruct the Integrity Commissioner in the carrying out of her or his responsibilities, as, for example, by the destruction of documents or the erasing of electronic communications.

18. ACTING ON ADVICE OF INTEGRITY COMMISSIONER

Any written advice given by the Integrity Commissioner to a member binds the Integrity Commissioner in any subsequent consideration of the conduct of the member in the same matter if all the relevant facts known to the member were disclosed to the Integrity Commissioner.

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19. COMPLIANCE WITH THE COUNCIL CODE OF CONDUCT

Members of Council are accountable to the public through the four-year election process. Between elections they may, for example, become disqualified and lose their seat if convicted of an offence under the Criminal Code of Canada or for failing to declare a conflict of personal interest under the Municipal Conflict of Interest Act.

In addition, subsection of the Municipal Act, 2001, authorizes Council to impose either of two penalties on a member of Council following a report by the Integrity Commissioner that, in her or his opinion, there has been a violation of the Code of Conduct:

1. A reprimand; or
2. Suspension of the remuneration paid to the member in respect of his or her services as a member of Council or a local board for a period of up to 90 days.

Other Actions:

The Integrity Commissioner may also recommend that Council or a local board take the following actions:

1. Removal from membership of a Committee or local board.
2. Removal as Chair of a Committee or local board.
3. Repayment or reimbursement of moneys received.
4. Return of property or reimbursement of its value.
5. A request for an apology to Council, the complainant, or both.

20. REVIEW

To proactively manage policy review, it is desirable to set a review date. Therefore, a review of this policy shall be performed in the year of a Municipal Election in order to maintain its accuracy and applicability. Should legislation that governs this Council Code of Conduct change prior to the year of a Municipal Election, the policy shall be reviewed and revised accordingly.

MEMORANDUM

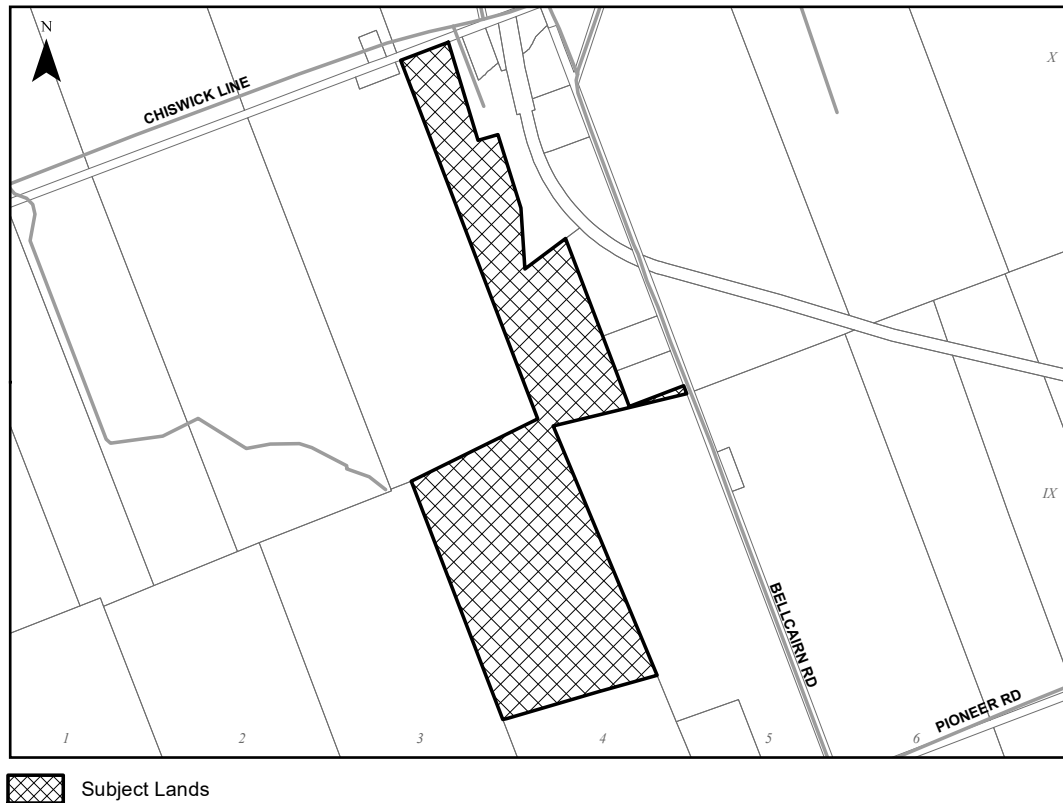
To: Mayor Degagne and Members of Council
Copy: Ms. Jenny Leblond, CAO
From: Chris Jones MCIP, RPP
Date: August 8, 2024
Re: Pre-consultation for Zoning By-law Amendment – 1493 Chiswick Line

BACKGROUND

The Township is in pre-consultation discussions for a zoning by-law amendment for lands located at 1493 Chiswick Line in Part Lot 5, Concession 10 to allow the establishment of a sawmill.

The subject lands are illustrated in Figure 1 and have a lot area of 20.23 ha (50 acres) and a frontage on Chiswick Line of approximately 75.6 metres.

Figure 1 – Location of Subject Lands



The owner constructed a dwelling and workshop on the subject lands in 2023. The workshop has a floor area of 267.5 m² (2,880 ft²).

The workshop is comprised of the following internal spaces:

- Sawmill/storage: 111.5 m² (1,200 ft²)
- Horse stall/buggy storage: 74.3 m² (800 ft²)
- Workshop/office: 74.3 m² (800 ft²)

The sawmill is a one-person business and operates in the following manner:

- Logs are delivered to the site and stored outside in a location behind the shop with an area of approximately 223 m² (2,400 ft²);
- Logs are lifted by crane from the storage area to a staging area located beside the west wall of the workshop;
- Logs are rolled up to the sawmill located inside the west wall of the workshop;
- Milled lumber is stored in piles in the storage building awaiting customer pick-up;
- Bark and rough-cut lumber is banded and stored outside and sold for firewood.

Site plans of the house, sawmill building and open storage are provided in Figures 2 and 3.

In reviewing Figures 2 and 3 it also appears that the travelled portion of Chiswick Line appears to trespass to the north off of the original Township road allowance. A survey of the subject lands and/or title search would be useful to confirm there are no encroachments on the Township's road allowance. A title search may also confirm the road allowance was previously closed and conveyed and merged with the applicant's lands.

Figure 2 – Site Plan

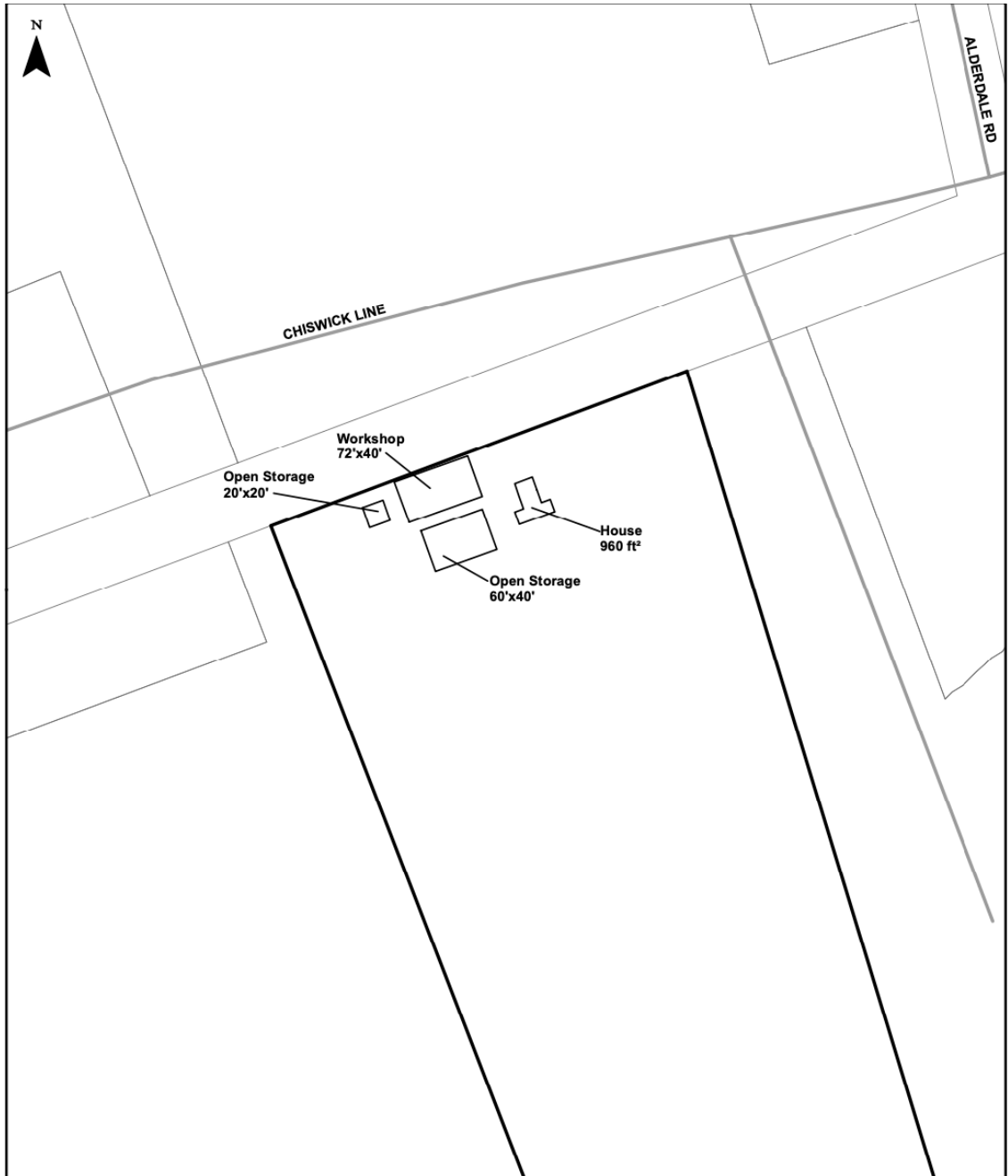


Figure 3 – Site Plan on Aerial



The proposed zoning amendment is required to allow the subject lands to be utilized as a "saw and/or planing mill", which is not a permitted use in the Agricultural "A" Zone and is defined in the following manner:

Means *premises* of a permanent nature where timber is cut, sawed or planed either to finished lumber or as an intermediary step and may include facilities for the kiln drying of lumber and the sale of such products to the public, but shall not include the sale of general building materials and hardware.

PROVINCIAL POLICY STATEMENT 2020 (PPS)

The application is located on "prime agricultural area" under the PPS, which are defined as lands where prime agricultural lands predominate (i.e. CLI Class 1, 2 and 3 lands).

Section 2.3.3.1 of the PPS permits on-farm diversified uses in prime agricultural areas which are generally defined as uses that are secondary to the principle agricultural use of a farm property and include, but are not limited to, home occupations and home industries.

Section 2.3.3.1 also permits agricultural-related uses in prime agricultural areas which are generally defined as farm-related commercial and industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being close to farm operations and provide products or services to farm operations.

TOWNSHIP OF CHISHOLM OFFICIAL PLAN

The Township's Official Plan designates the lands where the development is proposed as Agricultural.

One of the strategic objectives of the Plan is to, "*permit agri-business and secondary uses that support local producers and contribute to the local economy*". Another objective is to, "*avoid the intrusion of land uses that are incompatible with the rural character and/or resource activities of the area*".

Under the permitted uses of the Agricultural designation in Section B2.3, the following are listed as permitted uses:

1. Home occupations and home industries;
2. Forestry and Resource management uses;
3. Agricultural-related uses that serve agri-business as a secondary use to an agricultural use; and,
4. Commercial uses on farm properties.

Home Occupations and Home Industries

In Section B1.5.1 of the Official Plan the following development policy is articulated with respect to home industries:

Home industries are small-scale industrial uses that are accessory to rural uses and/or a single detached dwelling. Such uses may also support the agricultural industry in the area. These uses should not detract from the primary use of the property for rural or residential purposes. Home industries may include welding, carpentry or machine shops, or agriculturally related uses that involve the processing or transportation of regionally produced agricultural crops or other products. The accessory retail sales of products produced in the home industry is also permitted. The repair, storage or sale of motor vehicles is not considered to be a home industry. Home industries will be defined and regulated through provisions in the Township's Zoning By-law.

The development of a new home industry may also be subject to Site Plan Control and will, through an application for site plan approval have regard to the Ministry of the Environment D-Series Guidelines.

TOWNSHIP OF CHISHOLM ZONING BY-LAW

The subject lands are zoned Agricultural (A) which permits home industries but does not permit a sawmill previously defined on page 5 of this report.

Under Section 4.8 of the Township's Zoning By-law a home industry is an as-of-right permitted use subject to the following regulations:

- a) *No more than three people may be engaged in the home industry at any time, including the owner of the premises;*
- b) *The gross floor area utilized by the home industry does not exceed a maximum of 150 square metres;*
- c) *The home industry shall be setback a minimum of 10 metres from any lot line and shall not be located in a front yard;*
- d) *There shall be no outside storage of goods, raw materials, machines or articles, except for display purposes;*
- e) *There shall be no emission of noise, odour or dust which is not normally attributed to the use of the land for residential purposes;*
- f) *Roadside signs for the home industry shall be limited to a single sign, no greater than 1 m² in area located within the boundaries of the property;*
- g) *There is no sale of retail goods not produced as part of the home industry or directly related to the home industry;*
- h) *Only currently licensed motor vehicles, associated with the home industry, are parked or stored on the lot and all parking shall maintain a minimum 10 metre setback from any lot line; and,*

- i) *The home industry shall be clearly secondary to the residential use and shall not change the rural residential character of the dwelling and lot.*

ANALYSIS

The nature of the sawmill operation is aligned with the home industry (on-farm diversified uses) and agricultural-related uses of the PPS and Official Plan as the owner is a farm operator and produces products that support local agri-business.

However, a sawmill is separately defined land use in the Township's Zoning By-law and, notwithstanding, the applicant's sawmill is not aligned with several of the zone provisions that regulate home industries, including:

- *The home industry shall be setback a minimum of 10 metres from any lot line and shall not be located in a front yard;*

The home industry is located in the front yard according to the applicant's site plan.

- *There shall be no outside storage of goods, raw materials, machines or articles, except for display purposes;*

There is outside storage comprised of logs and residuals and a crane.

- *There shall be no emission of noise, odour or dust which is not normally attributed to the use of the land for residential purposes;*

A sawmill generates noise and dust.

- *The home industry shall be clearly secondary to the residential use and shall not change the rural residential character of the dwelling and lot.*

The presence of a pile of logs and a large crane are not typical of a rural residential character however it is noted this is a large agricultural property.

I was able to recently visit the site and discuss the sawmill operation with the owner. The owner indicated he is a one-person operation and in a good year he estimates he could process approximately 8 truckloads of logs. His business serves only custom orders and he does not stock-pile or kiln-dry lumber.

He acknowledged the outdoor storage element and the use of the crane and indicated though his current operation his intention is to confine the outdoor storage to a limited area behind the workshop with a small pile to the west side of the building which provides direct access to the mill and would accommodate several days of processing.

I also watched and heard the sawmill in operation in the building, outside the building and from the road and did not find the noise emanating from the building to be excessive or unreasonable.

I am of the view that the sawmill operation is a permitted use under the PPS and the Township's Official Plan. I am also of the view that the nature of the operation could be regulated through a zoning by-law amendment and site plan agreement in a manner that would be appropriate and would conform with the Township's Official Plan.

It is noted that it should be confirmed that the unopened road allowance has either been previously closed and conveyed or that no building encroachment has been created by dwelling or workshop.

RECOMMENDATION - OPTIONS

1. If Council is of the view that the applicant's sawmill and accessory outdoor storage would set a poor precedent and/or cannot be mitigated, the applicant should be advised accordingly that their application is unlikely to be supported.
2. If Council of the view that the applicant's sawmill and accessory outdoor storage could be mitigated through location, floor area and open storage area regulations together with site plan requirements for fencing and/or landscaping, the applicant should be advised to submit an application for a zoning by-law amendment for Councils' consideration.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'Chris Jones', written over a horizontal line.

Chris Jones MCIP, RPP

• Municipal Planning Services •

MEMORANDUM

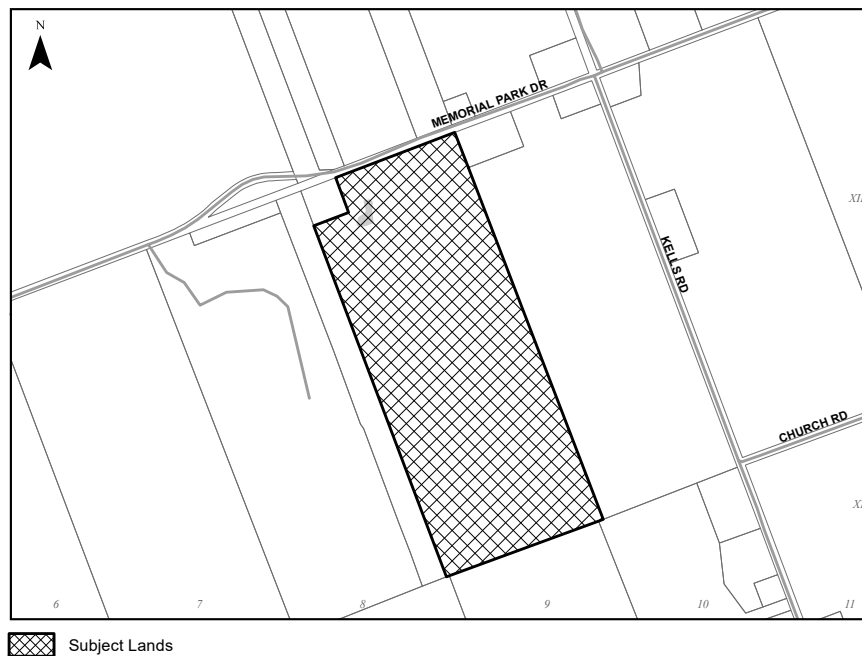
To: Mayor Degagne and Members of Council
Copy: Ms. Jenny Leblond, CAO
From: Chris Jones MCIP, RPP
Date: August 9, 2024
Re: Pre-consultation for Zoning By-law Amendment – 1933 Memorial Park Drive

BACKGROUND

The Township is in receipt of an application for zoning bylaw amendment to construct an additional residential unit on a farm property. The applicant's lot is located in Part of Lot 9, Concession 12.

According to the application, the applicant's lot has an area of 39.3 ha (97 acres) with a frontage of 300 metres (984 feet) on Memorial Park Drive. The lands are an active farm and are currently occupied by a dwelling, a bank barn, and three workshops/storage buildings. A key map of the subject lands is provided in Figure 1.

Figure 1 – Location of Subject Lands



The applicant intends to construct a new additional residential unit (i.e. a second home) with a floor area of 109.3 square metres (1,176 square feet).

The dwelling is proposed to be constructed within the existing building cluster and adjacent to the primary dwelling. A site plan of the existing farm building cluster and the proposed secondary dwelling is provided in Figure 2.

Figure 2– Site Plan



Menno Miller
Site Plan
Township of Chisholm

0 40 80
Metres

ADDITIONAL RESIDENTIAL UNIT

An additional residential unit is a self-contained residential dwelling unit located within (or forming part of) an existing dwelling or accessory structure which is capable of functioning as an independent dwelling unit in a manner compliant with the Ontario Building Code.

CURRENT LEGISLATION AND POLICIES ADDRESSING ADDITIONAL RESIDENTIAL UNITS

The Planning Act R.S.O 1990

Bill 185 is the most recent amendment to the Planning Act, which received Royal Assent on June 6, 2024. This amendment built upon its successor (Bill 23) which introduced several notable modifications with respect to the manner in which additional residential units may be authorized and regulated in rural municipalities.

Of note, Bill 23 established that a “*parcel of urban residential land*” was the only parcel upon which municipalities were required to allow additional residential units as-of-right. This definition essentially distinguished that lots within settlement areas, which are connected to full municipal services, are to be the primary lots where additional residential units are to be accommodated in the manner required by the Planning Act.

As Council is aware, the Township of Chisholm does not have “parcels of urban residential land” and therefore as a rural municipality, currently has greater discretion over the permission and regulation of additional residential units.

However, it is noted that the more recent Bill 185 has taken the additional step of authorizing the Minister to create regulations to establish requirements and standards with respect to:

- Additional residential units in dwellings;
- Additional residential units in accessory buildings;
- The parcel of land where an additional residential unit may be located; and,
- The building or structure within which the additional residential unit is described.

This new authority would potentially have the effect of overriding municipal authority under the Planning Act to regulate this form of housing.

Provincial Policy Statement (2020)

Section 1.1.1 b) of the Provincial Policy Statement states that:

*Healthy, livable and safe communities are sustained by accommodating an appropriate market-based range and mix of residential types (**including** single detached, **additional residential units**, multi-unit housing, affordable housing and housing for older persons)...(emphasis added)*

Chisholm Official Plan (2012)

The subject lands are designated Agricultural in the Township's Official Plan. The Official Plan does not have specific policy direction concerning external or independent additional residential units.

In consideration of the increasing and compelling Provincial policy direction and legislation aimed at accommodating additional residential units, in this case an amendment to the Official Plan is not warranted.

Chisholm Zoning By-law

Section 4.3 of Zoning By-law 2014-25 permits "internal" accessory apartments within existing dwellings, however the Zoning By-law does not define or regulate external or independent additional residential units.

SEPTIC SERVICING

It is noted that the applicant's current home and the proposed additional residential unit respectively will not be connected to a Class 4 septic system. Rather, the dwellings utilize a Class 1 septic system (privy) which is integrated into the mudroom portion of the dwelling.

HOME INDUSTRY

I was able to attend the site and meet with the son of the applicant who is the intended resident of the additional residential unit. I walked the property and observed an operational home industry (wood working shop) which included an area utilized for outside open storage. All other aspects of the home industry regulation appear to be in compliance but I indicated to the owner's son that it would be prudent to address this compliance issue in conjunction with the application for the additional residential unit.

ANALYSIS

I find the proposed additional residential unit and its location within the existing farm building cluster to be appropriate and would support a zoning amendment to allow it in conjunction with a request to allow limited outdoor storage in conjunction with an

existing home occupation.

RECOMMENDATION

1. That Council finds the application to be complete and directs the applicant and staff to administer the requisite process to amend the Township's Zoning By-law to authorize an additional residential unit together with an exemption to the home industry regulations to authorize a limited area of outdoor storage.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'CJ', written over a faint circular stamp.

Chris Jones MCIP, RPP



STRATEGIC PLAN

2023-2027

STRATEGIC GOALS

Our MISSION
 To ensure a responsible resident-focused approach to providing quality municipal services

Our VISION
 Promoting a welcoming community through responsive adaptive government

Our VALUES
 Collaboration
 Professionalism
 Integrity

Our Focus	Our Culture	Our Approach	Our Commitment
Resident Focused	Diversity and Inclusion	Fiscally Responsible	Responsible Leadership
<ul style="list-style-type: none"> • Communicate through practices that are consistent, effective and timely • Enhance consultations with citizens, businesses and stakeholders • Foster resident satisfaction with respect to municipal services • Promote community safety and well-being 	<ul style="list-style-type: none"> • Champion equity, diversity and inclusion • Promote a diverse and inclusive municipality • Foster a supportive and welcoming environment, free of discrimination 	<ul style="list-style-type: none"> • Foster sustainable growth and development • Deliver fiscally responsible and sustainable services while being mindful of the impact on tax rates • Maximize opportunities to seek external funding and collaborate with partners and stakeholders • Ensure financial stewardship through responsible budgeting, efficiencies and innovations 	<ul style="list-style-type: none"> • Foster evidence-based decision-making • Ensure openness, accountability and transparency • Implement continuous improvement and modernized processes • Support employee growth and development

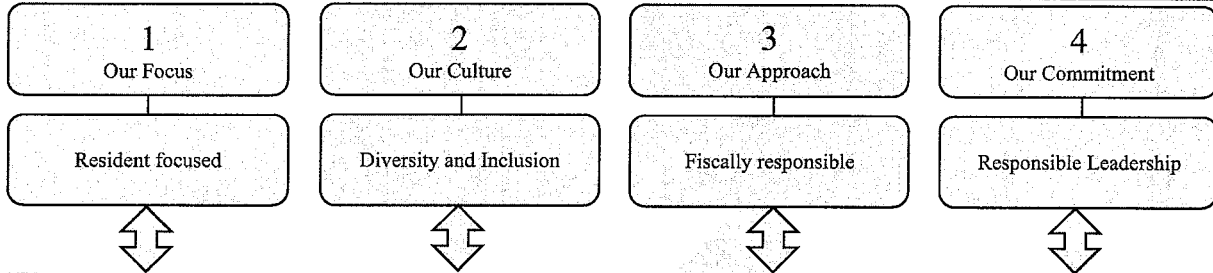
ANNUAL OPERATIONAL PLAN (January 2024 – January 2025)

Council of the Township of Chisholm and Senior Staff Work Plan



Mission / Vision / Values - Strategic Plan
Our MISSION: To ensure a responsible resident-focused approach to municipal services.
Our VISION: Promoting a welcoming community through responsive adaptive government.
Our VALUES: Collaboration, Respect and Integrity

Chisholm Township Strategic Goals



- Chisholm Township – Plans (Operational Plans)**
- Asset Management Plan
 - 10 Year Capital Plan
 - Road Needs Study
 - Community Risk Assessment
 - Community Safety and Well-Being Plan
 - Emergency Plan
 - Bridge Engineering Report
 - Official Plan/Zoning By-law



- Chisholm Township - Priorities**
- Enhance Communication practices
 - Promote a diverse and inclusive municipality
 - Deliver fiscally responsible services
 - Foster Evidence Based Decision making



- Chisholm Township - Organizational/Departmental Goals**
- Create Communications and Media Relations Policies
 - Utilize monthly newsletter and social media to share important information
 - Review Public Notice By-law
 - Implement Community Engagement portal
 - Create an inclusivity policy statement
 - Be mindful of the tax rate and utilize all resources when preparing budget
 - Prepare delegation for AMO conference for funding for a Winter Sand Dome
 - Look for funding sources to support infrastructure improvements and recreation activities
 - Create recycling depot at landfill to continue to divert more waste from landfill
 - Review Official Plan
 - Create guidelines for Establishing Speed Limits
 - Review process for sale of Road Allowances

Corporation of the Township of Chisholm
Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0
(705)724-3526 - Fax (705)724-5099 info@chisholm.ca

Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

Memorandum

TO: Council
FROM: CAO Clerk-Treasurer – Jenny Leblond
DATE: July 30, 2024
RE: Engagement HQ Update

Over the last few months, I have been working on the content for the engagement site, and preparing the site to be launched.

It took a while to get the domain set up. The domain chosen is chatwith.chisholm.ca which is a subdomain of our main domain chisholm.ca

Projects that will be featured on the page are the Strategic Plan and the 2024 Budget details. Staff have started working on an Official Plan Review project, and a recreation project. Staff also want to come up with some quick click surveys to gather information on what residents want to see in the township and where Council can focus their resources.

The last step before going live is to create our registration page. The information that will be requested at registration will help provide the township with data to help guide Council with decisions and to help connect with our residents. I reviewed the registrations of some of the other municipalities and organizations using this portal and below is my recommendation for the registration questions.

* All fields marked with an asterisk (*) are required

***Screen Name:** (this name will be visible when you join discussions or comment on the site)

***Email:**

***Password:**

***Type of Resident:**

- I am a seasonal resident
- I am a permanent resident
- I am a vacant land owner
- I am none of the above

***About Me:** (Select all the apply)

- I am a frequent visitor
- I own a business in the township
- I am a property owner
- I am a renter
- I am a former resident

What types of projects are you interested in:

- Community/neighborhood programs
- Parks and Recreation
- Planning and Development
- Roads and Infrastructure
- Garbage, recycling, Waste diversion
- Natural Environment/ Conservation
- Other

***What is your Chisholm Postal Code:**

- P0H1Z0 (Powassan Post Office)
- P0H1B0 (Astorville Post Office)
- I don't know.

***What is your birth year:**

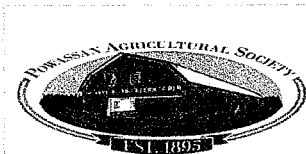
***Would you like to be added to our email list for news and updates:** Yes/No

The above questions are what I propose to be in the registration form. The goal is to keep the registration form short to make it easy for people to register. There is also an option to ask them if they would like to provide more information. I am gathering more information on how that option might work.

JUL 08 2024

Powassan Agricultural Society

Box 147 Powassan, ON , Canada, P0H1Z0



Mayor Gail Degagne
2847 Chiswick Line R.R.#4
Powassan ON P0H 1Z0

Subject: 127th Powassan Fall Fair Aug 31st 2024

Dear Mayor Gail Degagne;

We, the Powassan Agricultural Society, respectfully request you or a representative to participate in the opening ceremonies of the 127th Powassan Fall Fair Aug 31st 2024, at 11am. Please arrive at 10:45 or sooner.

This is to notify you that there will be no parade through the town of Powassan this year due the new Bylaw: 2024-03. This Bylaw regulates special events on municipal highways.

As a result of this we would like you to come directly to the fair grounds. After parking your vehicle, you will proceed to the stage area. We appreciate your attention to this matter. Please contact the PAS by email at powagsoc@gmail.com if you need any further clarification and to confirm your attendance.

Sincerely

A handwritten signature in cursive script that reads 'Monika Gibbings'.

Monika Gibbings , President PAS.

Jenny Leblond

From: Gail Degagne
Sent: Friday, July 12, 2024 3:39 PM
To: Jenny Leblond
Subject: Recreation Committee

Hi Jenny,

As the Chair of the Recreation Committee, I am requesting that two new members be approved as Kendra Dehaan is leaving the committee. The two new members are:

Ian Vanblyderveen
Suad Radwan

Thanks Jenny

Gail Degagne
Mayor, Township of Chisholm

Corporation of the Township of Chisholm
Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0
(705)724-3526 - Fax (705)724-5099
info@chisholm.ca

Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council
From: Jenny Leblond, CAO Clerk Treasurer
Date: July 25th, 2024
Re: Cemetery Committee

There are three individuals who have expressed interest on being part of the Cemetery Committee.

Wayne Wright
Susan Ford
Jamie Anderson

Staff recommendation to Council is to approve the above members for the committee.



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0
Phone: (807) 825-3315 Fax: (807) 825-9576

July 10, 2024

Municipality of Tweed
255 Metcalf St
Tweed, Ontario
K0K 3J0

At the Township of Terrace Bay Regular Council Meeting held on Tuesday July 2, 2024, the following resolution was passed.

Re: Sustainable Funding for OPP small rural municipalities

Resolution: 207-2024
Moved by: Councillor Gary Adduono
Seconded by: Councillor Rick St. Louis

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario; AND

WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets:

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources; AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone; *AND

WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract D.P.P. (5.1) locations; AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174; AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall; AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget; NOW

THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities:



The Corporation of the Township of Terrace Bay

P.O. Box 40, 1 Selkirk Avenue, Terrace Bay, ON, P0T 2W0
Phone: (807) 825-3315 Fax: (807) 825-9576

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, MPP for Thunder bay-Superior North, Lise Vaugeois and to the Association of Municipalities of Ontario (amo@amo.on.ca) and at Municipalities of Ontario.

Sincerely,

J. Hall
Chief Administration Officer/Clerk