

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

COUNCIL MEETING AGENDA **TUESDAY, SEPTEMBER 12, 2023 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 – August 8, 2023 Regular Council Meeting Minutes.

5. APPROVAL OF ACCOUNTS – August 2023

6. PRESENTATIONS AND DELEGATIONS

(a) Updates from the North Bay Mattawa Conservation Authority – CAO, Chitra Gowda, and Deputy CAO, Paula Scott.

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor Report – General Update

(b) Staff Reports

- Taxes Owing Report (Encl.)
- Memo from CAO Jenny Leblond Re: Property Counts and Classifications (Encl.)

(c) Committee Reports

- DRAFT minutes, Sept 5, 2023 Committee of Adjustment Meeting (Encl.)
- (Encl.)
- Minutes, Golden Sunshine, June 20, 2023 (Encl.)
- Minutes, NBMCA, June 28, 2023 (Encl.)

(d) Correspondence

- Letter to Mayor from Min. Of. Mun. Affairs, Re: Building Faster Fund (Encl.)
- Letter from OPP, Re: 9-1-1 Agreements (Encl.)
- Letter from OPP, Re: Distribution of Police Record Check Revenue (Encl.)
- Letter from Min. of Mun. Affairs Re: Proposal to return lands in Ajax to the Greenbelt (Encl.)
- MPAC, In Touch Publication, August (Encl.)
- Federation of Canadian Municipalities (FCM) Pre-Budget Consultation for 2024 Budget (Encl.)

9. REVIEW BUDGET REPORT – Printed September 7, 2023

10. PUBLIC WORKS REPORTS

- (a) Memo to Council from OS Shawn Hughes re: Activity Report (Encl.)
- (b) Memo to Council from CAO and OS re: Recycling Options for Landfill (Encl.)

11. NEW BUSINESS

- (a) By-law 2023-xx, a by-law to establish a Conference, training and workshop attendance policy for members of Council. (Encl.)
- (b) By-law 2023-xx, being a by-law for establishing and maintaining a system for the disposal of solid waste at the Landfill Site of the Township of Chisholm. (Encl.)
- (c) Memo and By-law 2023-xx, a by-law to repeal by-law 2011-04 (Encl.)
- (d) Memo to Council from CAO Jenny Leblond Re: Property Standards Committee (Encl.)
- (e) Letter of Understanding from Noon Memorials for Cemetery Services (Encl.)

12. ADJOURNMENT

- (a) By-law 2023-xx being a By-law to confirm the proceedings of the council meeting.
- (b) Resolution re: Adjournment.

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COUNCIL MEETING MINUTES **TUESDAY, AUGUST 8, 2023 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 Deputy Mayor Paul Sharp, in Council Chambers at 7:01 p.m., with Councillors, Bernadette Kerr, Nunzio Scarfone and Claire Riley. Mayor Gail Degagne was absent with regrets. Staff member present was CAO Jenny Leblond and OS Shawn Hughes. There was 1 member of the public present and 1 attendee by Zoom.

2. NOTIFICATION OF PECUNIARY INTEREST

3. ADOPTION OF AGENDA

Resolution 2023-199 Bernadette Kerr and Claire Riley: Be it resolved that the Agenda for this meeting be adopted as amended with the deferral of agenda item 8(b) Memo from CAO Jenny Leblond Re: Property Counts and Classifications. **'Carried'**

4. ADOPTION OF MINUTES – July 11, 2023 Public Meeting and Regular Council Meeting.

Resolution 2023-200 Nunzio Scarfone and Bernadette Kerr: Be it resolved that the Minutes of the July 11, 2023 Public Meeting and Council Meeting, be adopted as printed and circulated.
'Carried'

5. APPROVAL OF ACCOUNTS – July 2023

Resolution 2023-201 Claire Riley and Bernadette Kerr: Be it resolved that the Administration, Fire Department, Council, By-Law Enforcement Officer and Public Works payroll accounts in the amount of \$31,193.80 and general accounts totaling \$448,350.80 for the month of July 2023 be accepted as presented. **'Carried'**

6. PRESENTATIONS AND DELEGATIONS - None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor Report – General Update

(b) Staff Reports

- Taxes Owing Report (Encl.)
- Memo from CAO Jenny Leblond Re: Invasive Phragmites Control Fund (Encl.)
- Letter to Jenny from the Solicitor General Re: Police Services Board (Encl.)
- 2023 Budget Report Ont. Reg. 284/09 (Encl.)
- Memo from CAO Jenny Leblond Re: Property Counts and Classifications (To follow)

(c) Committee Reports

- DRAFT minutes, Aug 1, 2023 Committee of Adjustment Meeting (Encl.)
- DRAFT minutes, July 5, 2023, Recreation Committee (Encl.)
- Letter of thanks from the Powassan Library (Encl.)
- Minutes, April 26, 2023, Board of Health Meeting (Encl.)

(d) Correspondence

- Letter to Mayor and Council from Algonquins of Ontario (Encl.)

Resolution 2023-202 Nunzio Scarfone and Claire Riley: Be it resolved that the Mayor, Staff, Committee and Correspondence Reports, be accepted as presented. **‘Carried’**

9. REVIEW BUDGET REPORT – Printed August 3, 2023

Resolution 2023-203 Bernadette Kerr and Nunzio Scarfone: Be it resolved that the Budget Report printed August 3, 2023, be accepted as presented. **‘Carried’**

10. PUBLIC WORKS REPORTS

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

Resolution 2023-204 Bernadette Kerr and Claire Riley: Be it resolved that the Council accept the July 8 – Aug 3, 2023, Activity report from Operations Superintendent Shawn Hughes. **‘Carried’**

11. NEW BUSINESS

(a) Memo to Council from CAO Jenny Leblond Re: By-law Enforcement Officer (Encl.)

Resolution 2023-205 Bernadette Kerr and Nunzio Scarfone: Be it resolved that the Council of the Corporation of the Township of Chisholm direct the CAO to extend the employment agreement for Ben Mousseau to continue to provide the MLEO services for the municipality and further By-law 2023-13, being a by-law to appoint a Municipal Law Enforcement Officer, who shall be a peace officer for the Corporation of the Township of Chisholm is still relevant. **‘Carried’**

(b) Memo to Council from CAO Jenny Leblond Re: Property Standards Committee (Encl.)

Resolution 2023-206 Claire Riley and Bernadette Kerr: Be it resolved that the Council of The Corporation of the Township of Chisholm agrees to appoint Mayor Gail Degagne and Councillor Paul Sharp to the Property Standards Committee and further directs the CAO to collect letters of interest from members of the public to review and recommend at least 2 individuals to Council to be appointed to the committee. **‘Carried’**

(c) Memo to Council from CAO Jenny Leblond Re: Purchasing Granicus (Encl.)

Resolution 2023-207 Bernadette Kerr and Nunzio Scarfone: Be it resolved that Council of the Corporation of the Township of Chisholm direct staff to purchase the Granicus Engagement HQ portal for the purchase price of \$10,000 using in year surpluses from the Administration and General Government departments. **‘Carried’**

(d) Municipal Network Asset Management Assessment Project Final Report (Encl.)

Resolution 2023-208 Claire Riley and Nunzio Scarfone: Be it resolved that the Council of the Corporation of the Township of Chisholm Accepts the Final Report for the Municipal Network Asset Management Assessment Project. **‘Carried’**

(e) Letter from Warriors of Hope re: Hole sponsorship for Golf Tournament (Encl.)
Resolution 2023-209 Nunzio Scarfone and Bernadette Kerr: Be it resolved that the Council of the Corporation of the Township of Chisholm agrees to Donate \$100 to the Warriors of Hope for their 18th Annual Warriors of Hope Golf Tournament taking place on September 9th, 2023.
‘Carried’

12. IN CAMERA

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

Resolution 2023-210, Claire Riley and Bernadette Kerr: Be it resolved that the Council of the Corporation of Township of Chisholm now enter into in camera to discuss an identifiable individual, as per section 239(2) of the Municipal Act. Time: 7:35 PM

‘Carried’

Resolution 2023-211, Bernadette Kerr and Claire Riley: Be it resolved that the Council now return to regular session. Time: 8:24 PM

‘Carried’

13. ADJOURNMENT

(a) By-law 2023-xx being a By-law to confirm the proceedings of the council meeting.

Resolution 2023-212, Claire Riley and Nunzio Scarfone: Be it resolved that by-law 2023-28, being a by-law to confirm the proceedings of the August 8th 2023 Council meeting be read a first second and third time and passed this 8th day of August 2023 **‘Carried’**

(b) Resolution re: Adjournment.

Resolution 2023-213, Bernadette Kerr and Claire Riley: Be it resolved that the Council now adjourn this meeting, to meet again on September 12th, 2023 **‘Carried’**

Mayor, Gail Degagne

CAO Clerk Treasurer, Jennistine Leblond

Council/Board Report By Dept-(Computer)



Vendor : 14215029 To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Aug-2023 To 31-Aug-2023
 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				
1-2-2000-3310	Deductions Payable - Inc. Tax				5,577.20
1-2-2000-3320	Deductions Payable - CPP				3,636.94
1-2-2000-3331	Deducations Payable - EI Reduced				1,325.56
JULY 2023	PAYROLL DEDUCTIONS JULY RP 0003		123 01-Aug-2023	01-Aug-2023	
1-2-2000-3330	Deductions Payable EI				147.79
1-2-2000-3320	Deductions Payable - CPP				478.64
1-2-2000-3310	Deductions Payable - Inc. Tax				817.01
Department Totals :					18,906.56

Computer Paid Total : 125,599.74

Total Unpaid for Approval : 0.00
 Total Manually Paid for Approval : 0.00
 Total Computer Paid for Approval : 125,599.74
 Total EFT Paid for Approval : 0.00
Grand Total ITEMS for Approval : 125,599.74

Payroll - August 2023

(3 payroll)

Administration	17,220.60
Council	2,323.00
By-Law Enforcement	425.09
Fire Department	1136.36
Public Works Department: Full-time	21,343.62
Part-time and Landfill	2,006.22
TOTAL	\$ 44,454.89

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



AP5130 Page : 1
 Date : Sep 06, 2023 Time : 3:55 pm

Vendor : 14215029 To ZEHR
 Batch : All
 Department : All

Cheque Print Date : 01-Aug-2023 To 31-Aug-2023
 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 0300 Administration					
ALL01 ALLSTREAM					
AUG 2023 LONG DISTANCE CHARGES			125 11-Aug-2023	11-Aug-2023	
1-4-0300-1620 Telephone & Fax					12.08
BEL02000 BELL CANADA					
2023-08 OFFICE PHONE AND FAX			133 23-Aug-2023	23-Aug-2023	
1-4-0300-1620 Telephone & Fax					577.10
EVERGUARD EVERGUARD					
036510 EMERGENCY LIGHT			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1498 Office Expenses					374.01
GRA07018 GRAND & TOY					
141008 CALCULATOR			125 11-Aug-2023	11-Aug-2023	
1-4-0300-1710 Office Equipment					270.66
HYD15001 HYDRO ONE					
AUG 2023 BUILDING HYDRO			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1498 Office Expenses					195.70
MCISAAC MCISAAC MONIQUE					
JULY 2023 OFFICE SUPPLIES			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1498 Office Expenses					44.50
MOORE O2 MOORE PROPANE LIMITED					
159011983 PROPANE			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1498 Office Expenses					132.48
NORTHERN B NORTHERN BUSINESS SOLUTIONS					
916349 PHOTOCOPIER CHARGES			127 14-Aug-2023	14-Aug-2023	
1-4-0300-1530 Contracted Office Services					226.54
PUR16006 PUROLATOR COURIER LTD.					
453950094 SHIPPING			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1630 Postage					5.65
454007487 SHIPPING			127 14-Aug-2023	14-Aug-2023	
1-4-0300-1630 Postage					5.65
SUNLIF01 SUN LIFE ASSURANCE COMPANY OF CANADA					
AUG 2023 GRP INS PREMIUMS			123 01-Aug-2023	01-Aug-2023	
1-4-0300-1480 Benefits - Group Insurance					1,447.85
SUNWIRE SUNWIRE INC					
AUG 2023 OFFICE PHONE SYSTEM			127 14-Aug-2023	14-Aug-2023	
1-4-0300-1620 Telephone & Fax					140.12
TELUS TELUS					
230.95 CELLULAR PHONES			129 15-Aug-2023	15-Aug-2023	
1-4-0300-1621 Cell Phone					96.65
Department Totals :					3,528.99

DEPARTMENT 0400 General Government					
CEDAR CEDAR SIGNS					
2704 TRACKER			123 01-Aug-2023	01-Aug-2023	
1-4-0400-5330 One Time Efficiency Grant Expenses					4,715.85
KAT90361 KATHLEEN MCQUAID					
249401 TAX ARREARS CANCELLATION CERT FREDETTE			123 01-Aug-2023	01-Aug-2023	



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G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 0400		General Government			
1-4-0400-1675				Tax Registration Expenses	220.92
VS	VS GROUP				
2104.2132	WEB SITE SUPPORT AND EMAILS	125	11-Aug-2023	11-Aug-2023	
1-4-0400-2805	Web Site				724.05
WARR01	WARRIORS OF HOPE				
2023	DONATION	125	11-Aug-2023	11-Aug-2023	
1-4-0400-1810	General Donations				100.00
Department Totals :					5,760.82

DEPARTMENT 0500		Fire Department			
BEL02000	BELL CANADA				
AUG 2023	FIRE HALL PHONE	133	23-Aug-2023	23-Aug-2023	
1-4-0500-2135	Communications				83.02
CONESTOGA	CONESTOGA COLLEGE				
49210	TRAINING COURSE COURTROOM PROCEDURES	125	11-Aug-2023	11-Aug-2023	
1-4-0500-2140	Training				300.00
GEORGE01	GEORGE STOCKFISH FORD				
456781	REPAIRS F350	133	23-Aug-2023	23-Aug-2023	
1-4-0500-2150	Equipment Maintenance				353.06
HYD15001	HYDRO ONE				
AUG 2023	BUILDING HYDRO	123	01-Aug-2023	01-Aug-2023	
1-4-0500-2235	Heat & Hydro				195.70
JIM10008	JIM MOORE PETROLEUM				
625601	CLEAR DIESEL	131	21-Aug-2023	21-Aug-2023	
1-4-0500-2180	Gas & Oil				113.01
LINDE01	LINDE CANADA LIMITED				
37396012	CYLINDER RENTAL	125	11-Aug-2023	11-Aug-2023	
1-4-0500-2160	Health & Safety				105.85
MOORE O2	MOORE PROPANE LIMITED				
159011983	PROPANE	123	01-Aug-2023	01-Aug-2023	
1-4-0500-2235	Heat & Hydro				132.47
POW16033	POWASSAN HOME HARDWARE				
74621	MATERIAL AND SUPPLIES	127	14-Aug-2023	14-Aug-2023	
1-4-0500-2125	Materials & Supplies				101.39
SPE19001	SPECTRUM TELECOM GROUP LTD.				
028446	RADIO EQUIPMENT	123	01-Aug-2023	01-Aug-2023	
1-4-0500-2165	Radio Equipment				1,437.44
TELUS	TELUS				
230.95	CELLULAR PHONES	129	15-Aug-2023	15-Aug-2023	
1-4-0500-2135	Communications				134.30
Department Totals :					2,956.24

DEPARTMENT 0800		Building Bylaw Enforcement			
BMOUSSEAU	MOUSSEAU BENJAMIN				
AUG 1	MILEAGE	123	01-Aug-2023	01-Aug-2023	
1-4-0800-2720	By-Law Enforce. - Other Expenses				48.25

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



AP5130 Page : 3
 Date : Sep 06, 2023 Time : 3:55 pm

Vendor : 14215029 To ZEHR
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 Department : All

Cheque Print Date : 01-Aug-2023 To 31-Aug-2023
 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 0800 Building Bylaw Enforcement					
AUG 2023	MILEAGE	131	21-Aug-2023	21-Aug-2023	
1-4-0800-2720	By-Law Enforce. - Other Expenses				32.00
TOW20022 MUNICIPALITY OF EAST FERRIS					
2443	BUILDING INSPECTION	125	11-Aug-2023	11-Aug-2023	
1-4-0800-2420	Bldg. Insp. - Other Expenses				481.79
1-4-0800-2410	Bldg. Insp. Salaries				2,508.60
Department Totals :					3,070.64

DEPARTMENT 1000 Other Protections					
MIN13004 MINISTER OF FINANCE					
302507230959	POLICING COSTS JUNE	131	21-Aug-2023	21-Aug-2023	
1-4-1000-0050	Policing Costs				14,262.00
Department Totals :					14,262.00

DEPARTMENT 1100 Public Works					
ARNSTEIN ARNSTEIN LAWN & GARDEN					
132780	CHAIN SAW SUPPLIES	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3121	Small Equipment Repairs				82.75
BEL02000 BELL CANADA					
AUGUST 2023	GARAGE PHONE	133	23-Aug-2023	23-Aug-2023	
1-4-1100-3710	Garage - Telephone				101.10
BLACK BLACK ARMOUR ASPHALT PRODUCTS INC					
1333	COLD PATCH	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3119	Cold Mix/Crushed Asphalt				5,076.66
BRANDT BRANDT					
1201789	MONTHLY MAINTENANCE MAY 2023	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3212	Grader Parts and Repairs				580.66
1201836	JUNE MAINTENANCE	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3212	Grader Parts and Repairs				572.37
HEB08001 H E BROWN SUPPLY CO. LTD.					
791952	SHOP SUPPLIES	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3120	Materials & Shop Supplies				154.30
HYD15001 HYDRO ONE					
2023-08	GARAGE HYDRO	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3720	Garage - Hydro				163.73
J&J01 J & J EQUIPMENT REPAIR					
18308	DOOR REPAIR	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3121	Small Equipment Repairs				1,615.19
80299	HYDRAULIC HOSE	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3280	Excavator Expenses				43.73
JIM10008 JIM MOORE PETROLEUM					
625601	CLEAR DIESEL	131	21-Aug-2023	21-Aug-2023	
1-4-1100-3226	Western Star 2005 Fuel				180.83
1-4-1100-3236	Mack Fuel				463.37
1-4-1100-3271	Freightliner Fuel				372.98
626497	DYED DIESEL	131	21-Aug-2023	21-Aug-2023	

Council/Board Report By Dept-(Computer)



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1100	Public Works				
1-4-1100-3281	Excavator Fuel				915.02
1-4-1100-3241	Backhoe Fuel				265.65
1-4-1100-3211	Grader Fuel				1,269.23
1-4-1100-3275	Fuel Expenses Re: Tractor				501.80
626586	GASOLINE	131	21-Aug-2023	21-Aug-2023	
1-4-1100-3256	2019 GMC Fuel				429.44
1-4-1100-3261	2015 GMC Fuel				385.62
1-4-1100-3120	Materials & Shop Supplies				61.35
LINDE01	LINDE CANADA LIMITED				
37392955	CYLINDER RENTAL	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3120	Materials & Shop Supplies				58.78
MOORE O2	MOORE PROPANE LIMITED				
159011982	PROPANE	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3150	Garage Furnace Fuel				58.21
POL16043	POLLARD DISTRIBUTION INC				
8377	CALCIUM	123	01-Aug-2023	01-Aug-2023	
1-4-1100-3117	Calcium				11,657.60
8452	CALCIUM	127	14-Aug-2023	14-Aug-2023	
1-4-1100-3117	Calcium				11,127.29
SLING01	SLING CHOKER SAFETY AND RIGGING SUPPLIES				
100902	SUPPLIES	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3765	Health & Safety				150.39
100990	BOOTS -KUNKEL	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3770	Boots and Clothing Allowance				211.30
SPE19001	SPECTRUM TELECOM GROUP LTD.				
1292298	AIR TIME	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3765	Health & Safety				412.45
SUNLIF01	SUN LIFE ASSURANCE COMPANY OF CANADA				
AUG 2023	GRP INS PREMIUMS	123	01-Aug-2023	01-Aug-2023	
1-4-1100-3660	Benefits - Group Insurance				2,292.98
VAUGH001	VAUGHAN PAPER PRODUCTS				
2420896	PAPER PRODUCTS	125	11-Aug-2023	11-Aug-2023	
1-4-1100-3120	Materials & Shop Supplies				234.99
Department Totals :					39,439.77

DEPARTMENT 1300	Environmental				
BEL02005	BELL MOBILITY CELLULAR				
AUG 2023	CELLULAR PHONE	127	14-Aug-2023	14-Aug-2023	
1-4-1300-4510	Site Expenditures				98.88
GFL	GFL ENVIRONMENTAL				
139883	JULY RECYCLING SERVICES	131	21-Aug-2023	21-Aug-2023	
1-4-1300-4610	Recycling				3,230.00
Department Totals :					3,328.88

DEPARTMENT 1400	Health				
NOR14001	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT				

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



AP5130 Page : 5
 Date : Sep 06, 2023 Time : 3:55 pm

Vendor : 14215029 To ZEHR
 Batch : All
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Cheque Print Date : 01-Aug-2023 To 31-Aug-2023
 Bank : 1 To 1
 Class : All

Vendor Invoice	Vendor Name Description				GL Account Name	Batch Invc Date	Invc Due Date	Amount
DEPARTMENT 1400 Health								
AUG 2023	MONTHLY LEVY					131 21-Aug-2023	21-Aug-2023	
1-4-1400-5110					Health Unit			3,380.22
							Department Totals :	3,380.22
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DEPARTMENT 1500 Social Services								
NIP14003 NIPISSING DISTRICT SOCIAL SERVICES BOARD								
AUG 2023	MONTHLY LEVY					131 21-Aug-2023	21-Aug-2023	
1-4-1500-6110					General Assistance			24,884.57
							Department Totals :	24,884.57
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DEPARTMENT 1600 Home for Aged								
CAS03011 CASSELLHOLME								
AUG 2023	MONTHLY LEVY					131 21-Aug-2023	21-Aug-2023	
1-4-1600-6210					Home for the Aged			4,536.00
							Department Totals :	4,536.00
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DEPARTMENT 1700 Parks & Recreation								
HYD15001 HYDRO ONE								
08-2023	TENNIS CRT HYDRO					125 11-Aug-2023	11-Aug-2023	
1-4-1700-1115					Tennis Court			36.18
2023AUG	BEACH COTTAGE HYDRO					123 01-Aug-2023	01-Aug-2023	
1-4-1700-1110					Parks Expenses			43.08
MCCARTHY MCCARTHY SEPTIC AND VAC								
1618	SEPTIC PUMPOUTS					125 11-Aug-2023	11-Aug-2023	
1-4-1700-1110					Parks Expenses			1,220.40
							Department Totals :	1,299.66
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DEPARTMENT 1800 Recreation Programs								
MCISAAC MCISAAC MONIQUE								
AUG 2023	BEACH DAY EXPENSES					129 15-Aug-2023	15-Aug-2023	
1-4-1800-1310					Recreation Programs and Events			245.39
							Department Totals :	245.39
<hr/>								
DEPARTMENT 2000 Accounts Payable								
CAN03059 CANADIAN UNION OF PUBLIC								
JULY 2023	UNION DUES JULY					125 11-Aug-2023	11-Aug-2023	
1-2-2000-3336					Deductions Payable- Union Dues			412.13
OME15030 OMERS								
JULY 2023	MONTHLY CONTRIBUTIONS					125 11-Aug-2023	11-Aug-2023	
1-2-2000-3335					OMERS Contributions			6,421.20
PT00000076 MILLER MOSIE								
PTREF AUG23	Refund on PT Account 000 - 00122130.0000					134 23-Aug-2023	23-Aug-2023	
1-2-2000-9999					Suspense			90.09
RECEIV02 RECEIVER GENERAL - SOURCE DEDUCTIONS								
2023 JULY	PAYROLL DEDUCTIONS JULY RP0001					123 01-Aug-2023	01-Aug-2023	

Tax Arrears 2016/2017/2018/2019/2020/2021

	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	60		
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	82336	78	78757	71	72771	69	63382	69	63382	17	
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	35193	29	34694	29	30793	26	21258	26	21258	4	
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	9187	4	9187	4	9081	4	9081	4	9081	4	9081
	\$251,425		\$214,908		\$195,502		\$185,521		\$167,777		\$163,617		\$154,389		\$140,988		\$126,716		\$122,638		\$112,645		\$290,656		\$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	187		
2016	175841	171	171047	167	159729	145	143244	130	125796	120	119314	113	110196	109	95343	96	89262	83	79988	75	68691	69	61588	69	61588	62	
2015	59138	62	57946	59	56314	59	52947	55	49345	53	47348	50	45074	48	36683	43	32076	37	30383	31	23487	24	21144	24	21144	19	
2014	19614	9	16226	3	16225	6	15943	5	15944	5	15944	5	15944	5	9366	3	9366	3	4657	2	4657	2	4657	2	4657	2	4657
	\$ 254,593		\$ 245,219		\$232,268		\$212,134		\$191,085		\$182,606		\$171,214		\$141,392		\$130,704		\$115,028		\$96,835		\$280,782		\$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	151558	123	143772	119	137630	106	119906	96	108708	85	90662	76	86007	72	77607	69	72930	61	65596.92	46	65596.92		
2016	57,875	62	53,019	58	49935	56	47562	52	45182	49	39754	45	37820	41	32563	35	32305	35	29714	31	27346	28	22931	24	22931		
2015	21,317	11	13,913	6	9207	4	9134	3	7689	2	3711	1	3711	1	3287	1	2429	1	1311	1	453	1	0	0	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		\$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	139147	129	124680	109	112199	100	102379	91	83387	69	72512	74	65048	68	62593	61	55857	57	42164	39	42164		
2017	36,833	29	29,821	26	22886	19	18208	12	18208	12	15686	11	12098	9	6767	7	6767	7	6767	7	6767	7	5917	6	5917		
*2016	12,190	11	11,523	9	8391	8	8057	5	6519	7	5586	6	3888	4	1088	3	1087	3	1088	3	1088	3	1088	3	1088		
	\$ 228,851		\$ 205,502		\$170,424		\$150,945		\$136,926		\$123,651		\$99,373		\$80,367		\$72,902		\$70,448		\$63,712		\$49,169		\$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	133541	87	112403	85	98004.31	83	91680	77	76061	67	69118	60	55163	53	52430	50	52430		
2018	36,579	34	25,289	27	21,761	21	19,235	20	13588	15	7705	8	1677	5	1677	5	273	3	273	3	123	2	123.87	2	123.87		
2017	3,722	5	3,722	5	1784	3	1784	3	0	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		\$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	79898	64	75763	60	67248	55	64088	52	58264	49	58264		
2019	44,796	39	35,361	27	31,925	24	15,760	13	15,076	9	11,809	8	8,673	6	5206	3	5206	3	4419	2	4419	2	4419	2	4419		
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	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		\$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	61592	61	51836	55	47574	52	40035	47	32910	40	32910		
2020	47,103	37	25,589	24	22,036	21	13,922	19	7,926	12	6,702	11	3,988	7	6263	7	5318	7	5318	7	5250	7	5250	7	5250		
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	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		\$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											
2021	22,795	29	20,827	21	17,408	15	14,579	14	8,527	5	4,261	3	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											
	\$ 164,003		\$ 148,049		\$129,497		\$104,388		\$87,690		\$74,518		\$65,212		\$60,929		\$0		\$0		\$0		\$0		\$0		

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
Date: September 6, 2023
RE: Property Counts and Classifications

The township receives an updated roll from Municipal Property Assessment Corporation (MPAC) every late fall to be used in the following year for taxation purposes. The statistics below are taken from the roll received in November 2022.

The Township of Chisholm has 1022 individual parcels of land.

- The parcel counts (% of total) broken down by property series are:
 - Land – 245 (24%)
 - Farm – 230 (22.5%)
 - Residential – 528 (51.7%)
 - Commercial – 7 (.7%)
 - Industrial – 12 (1.1%)
- Of the 245 parcels labeled 'Land', 47 of these parcels are 100 acres or more
- The property counts for commercial and industrial only include properties that are fully commercial or industrial. It does not include properties that have commercial assessment for part of their property.

These 1022 parcels amount to 40,518.76 acres of land.

- The parcel acreage (% of total) broken down by property series are:
 - Land - 9875.42 (24.4%)
 - Farm – 18918.46 (46.7%)
 - Residential – 10640.16 (26.2%)
 - Commercial – 231.36 (.6%)
 - Industrial – 853.34 (2.1%)

If a property has multiple classifications on it, MPAC does not separate the different classes out by acreage. They only separate out by assessment values. The chart on the next page shows the total assessment breakdown in a little more detail than just property series. Total assessment (before any adjustments in 2023) is \$154,755,500

Classification	Code	Assessment
Residential	RT	143,168,400
Residential Payment in Lieu	RP	29,000
Commercial Occupied	CT	880,800
Commercial New Construction	XT	
Commercial Vacant (70% of commercial occupied)	CX	103,000
Commercial Payment In Lieu	CF	12,200
Farmlands	FT	9,688,800
Landfill Payment in Lieu	HF	1,700
Industrial Occupied	IT	121,700
Industrial New Construction	JT	-
Managed Forests	TT	749,900

TOWNSHIP OF CHISHOLM

COMMITTEE OF ADJUSTMENT MEETING

TUESDAY, SEPTEMBER 5, 2023 7:00 p.m.

1. ACKNOWLEDGMENT AND CALL TO ORDER

“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 Chairperson Mayor Gail Degagne at 7:01 p.m., along with Councillor Nunzio Scarfone, Claire Riley, and committee members Don Butterworth, and Chris Frappier. Staff present was Clerk Jenny Leblond. There were 2 Applicant representations present and 3 other members of the public present.

2. DECLARATION OF PECUNIARY INTEREST - None

3. APPROVAL OF AGENDA

Resolution 2023-28 (COA)

Claire Riley and Nunzio Scarfone: Be it resolved that the *Agenda* for this meeting be approved as presented. **‘Carried’**

4. APPROVAL OF MINUTES

Resolution 2023-29 (COA)

Don Butterworth and Chris Frappiere: Be it resolved that the *Minutes* of the August 1st, 2023, Committee of Adjustment Meeting be adopted as printed and circulated. **‘Carried’**

5. MEMO TO COMMITTEE FROM SECRETARY JENNY LEBLOND: RE FILE EXTENSION

Councillor Scarfone declared Pecuniary interest.

Resolution 2023-30 (COA)

Claire Riley and Don Butterworth: Be it resolved that the Committee accepts the memo from Secretary Jenny Leblond in regards to severance file 2021-03 – Scarfone, that is now lapsed. **‘Carried’**

6. REVIEW IMPACT ASSESSMENT FOR CONSENT FILE 2022-04 JANSSEN

Resolution 2023-31 (COA)

Don Butterworth and Nunzio Scarfone: Be it resolved that the Committee agrees to amend Condition No. 3 of the Notice of Decision for file #2022-04 Janssen as follows:

3. An impact assessment report, in accordance with MOE D-Series Guideline, done by a qualified professional, and written confirmation of adherence to the LU-131 Noise Guideline.
 - a) That the applicant enters into a Development Agreement to address the findings of the impact assessment report. **‘Carried’**

Resolution 2023-31a) (COA)

Chris Frappier and Nunzio Scarfone: Be it resolved that the development agreement for the Janssen file 2022-04 include the following:

- a) allowance for trees within the noise buffer zone to remain in place.
- b) a building envelope be allowed outside of the noise buffer zone.

‘Carried’

7. CONSIDER THE FOLLOWING CONSENT APPLICATIONS

A. SUMMARY OF APPLICATION –2023-14 – ISLANDVIEW LANE - PALMER

Chairperson confirmed with Secretary Jenny Leblond that notices had been sent in accordance with Planning Act regulations.

Secretary Jenny Leblond reported that a letter, dated August 25, 2023 was received from the North Bay-Mattawa Conservation Authority (NBMCA) relating to File No. 2023-14.

- NBMCA reviewed the application as per its mandate.
- The NBMCA has no objection to the application.
- The property lies within the Wasi River subwatershed
- There are no concerns with the easement as it relates to natural hazards, Ontario Regulation 177/06, and the North Bay Mattawa Source Protection Plan.

Resolution 2023-32 (COA)

Claire Riley and Chris Frappier: Be it resolved that the application from Ingrid Palmer for consent to provide an easement over Part A, Plan NR-9, Part Lot 16, Concession 13, Township of Chisholm, District of Nipissing, be approved subject to the following conditions which must be fulfilled within two years from the date of the Committee's Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of an easement over Part A, Plan NR-9, Part Lot 16, Concession 13, Township of Chisholm.
2. That the following documents be provided for the transaction described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer or Alternate of the Township for the issuance of a Certificate of Consent.
 - (b) That the existing survey plan be used to describe the easement, being Plan NR-9.

NOTES:

1. The required Acknowledgement and Direction Consent and Draft Electronic Transfer form shall contain a complete and accurate legal description. Inaccuracies or omissions with regard to the legal description in the Acknowledgement and Direction Consent and Draft Electronic Transfer forms or the survey plan will result in the documents being returned without consent.

'Carried'

B. SUMMARY OF APPLICATION –2023-15 – Con. 16 Lot 10 – LAFERRIERE

Chairperson Gail Degagne declared a pecuniary interest.

Resolution 2023 -33 (COA) Claire Riley and Chris Frappier: Be it resolved that Councillor Scarfone took the position of chair for agenda item 7(b). **'Carried'**

Chairperson Gail Degagne confirmed with Secretary Jenny Leblond that notices had been sent in accordance with Planning Act regulations.

Secretary Jenny Leblond reported that a letter, dated August 22, 2023, was received from the North Bay-Mattawa Conservation Authority (NBMCA) relating to File No. 2023-15, stating:

- NBMCA reviewed the application as per its mandate.
- The NBMCA has no objection to the applications
- The property lies within the Wasi River subwatershed. There are no natural hazards associated with this property.
- The severed land has adequate room to accommodate and initial and replacement Class 4F sewage system based on a 3-bedroom single-family dwelling.
- The retained lands records have a Sewage Permit for the dwelling and it is wholly contained on the retained lands.
- The property lies outside of the Issue Contributing Area (ICA) and is therefore not subject to the Mandatory Maintenance Inspection (MMI) Program for sewage systems.

Resolution 2023-34 (COA)

Don Butterworth and Chris Frappier: Be it resolved that the application from Tullock Geomatics Inc on behalf of Bob Laferriere for consent to sever one rural lot and retain one on lands described as LOT 10, CONCESSION 16, be approved subject to the following conditions which must be fulfilled within two years from the date of the Committee's Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of one rural lot to be approximately 182.84 meters frontage by 306.3 meters in depth and approximately 4.1 hectares.
2. That the following documents be provided for the transactions described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer of the Township for the issuance of a Certificate of Consent.

- (b) A reference plan of survey, which bears the land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which the consent approval relates, unless it is not required by the Land Titles Office.
3. That any traveled road situated on the severed property be transferred to the Township for road purposes.
4. That the applicant pay all fees and planning consultant fees incurred by the Township in processing the application.

NOTES:

- NBMCA reviewed the application as per its mandate.
- The NBMCA has no objection to the applications
- The property lies within the Wasi River subwatershed. There are no natural hazards associated with this property.
- The severed land has adequate room to accommodate and initial and replacement Class 4F sewage system based on a 3-bedroom single-family dwelling.
- The retained lands records have a Sewage Permit for the dwelling and it is wholly contained on the retained lands.
- The property lies outside of the Issue Contributing Area (ICA) and is therefore not subject to the Mandatory Maintenance Inspection (MMI) Program for sewage systems.

‘Carried’

Resolution 2023 -35 (COA) Claire Riley and Don Butterworth: Be it resolved that Gail Degagne take back the position of chair from Councilor Scarfone.

‘Carried’

7. ADJOURNMENT

Resolution 2023-36 (COA)

Chris Frappier and Nunzio Scarfone: Be it resolved that we do now adjourn to meet again on October 3rd, 2023 at 7:00 p.m.

‘Carried’

Chairperson, Gail Degagne

CAO Clerk-Treasurer, Jenny Leblond

**The Golden Sunshine Municipal Non-Profit Housing Corporation
Minutes of the Board of Directors Meeting
2023-08**

Tuesday June 20, 2023

A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday June 20, 2023.

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

1. Call to order

Resolution No. 2023-36– Moved by Tom, seconded by Doug that the meeting was called to order at 9:29 am. Carried

2. Additions to Agenda – Almaguin Municipal Spring Meeting

3. Approval of the Amended Agenda-

Resolution No. 2023-37– Moved by Tom, seconded by Doug that the agenda be adopted with amendments.

4. Conflict of Interest Disclosure – Leo Patey, Employer listed on accounts payable

5. Approval of the Minutes from the May 16, 2023 board meeting

Resolution No. 2023-38– Moved by Leo seconded by Tom that the minutes from the board meeting on May 16, 2023 were adopted as presented.

6. Business arising

a) Project Updates

Amber presented project financial outline and spoke about projects that were completed and still needing to be done. Board advised that scooter plug-ins need to be complete before next meeting.

B) Landscaping

Dave spoke to Evan Hughes and he will be in contact with Amber this week about completing landscaping around the retaining wall.

C) Pet Survey

13 out of 20 tenant pet surveys were received and results were shared with the board. A discussion followed. Amber to make changes to the policy to present at the next meeting in August for final approval. Changes include pet size limit and cleaning deposit. The Pines will continue with 1 per tenant.

D) Almaguin Municipal Spring Meeting

Bernadette attended the Almaguin Municipal Spring Meeting, Municipality of Chisolm would not cover the cost for the meeting. Amber will submit payment to Bernadette and the 2024 budget will include a line for education going forward for board members and staff.

Resolution No. 2023-39- Moved by Tom seconded by Leo that the GSMNP will pay admission in the amount of \$30 to Bernadette Kerr for the Almaguin Municipal 2023 Spring Meeting with the District of Parry Sound Social Services Administration Board.

7. Correspondences

A) Managers Report

Amber reported invoice received from Purdon's for the repair to the water main. Waiting on invoice from the town and TransCanada Safety before final cost will be reported.

b) Financial Report

Resolution No. 2023-40 Moved by Tom, seconded by Doug that the board approves the May 2023 financials that were presented. Carried

8. Next Board Meeting – August 15, 2023 @ 9:30am.

9. Adjournment - Resolution No. 2023-41– Moved by Dave, seconded by Tom that the board meeting be adjourned at 10:12 am. Carried



President, Bernadette Kerr



Property Manager, Amber McIsaac

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the**

SIXTH meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on June 28, 2023 in the NBMCA's Natural Classroom, 15 Janey Avenue, North Bay Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Irene Smit
Calvin, Township of	-	Bill Moreton
East Ferris, Municipality of	-	Steve Trahan
Chisholm, Township of	-	Nunzio Scarfone
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
North Bay, City of	-	Lana Mitchell
North Bay, City of	-	Chris Mayne
Papineau-Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton

MEMBER(S) ABSENT:

Mattawa, Town of	-	Loren Mick
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ALSO PRESENT:

Chitra Gowda, Chief Administrative Officer (CAO), Secretary-Treasurer
Rebecca Morrow, Executive Assistant
Helen Cunningham, Manager, Finance & Human Resources
David Ellingwood, Project Manager, Water Resources
Troy Storms, Manager, Lands & Stewardship
Aaron Lougheed, Assistant Manager, Finance
Valerie Murphy, Regulations Officer

1. Acknowledgement of Indigenous Traditional and Treaty Lands

Steve Trahan read a statement acknowledging Indigenous and Treaty Lands.

2. Declaration of Pecuniary Interest

None declared.

3. Approval of the Agenda

After discussion the following resolution was presented:

Resolution No. 75-23, Mayne-Smit

THAT the agenda be approved as presented.

Carried Unanimously

4. Adoption of Previous Minutes of May 24, 2023

After discussion the following resolution was presented:

Resolution No. 76-23, Lahaye-Chirico

THAT the minutes of the meetings held on May 24, 2023 be adopted as written.

Carried Unanimously

5. Correspondence

Chitra Gowda gave an overview of the item of correspondence. After discussion the following resolution was presented:

Resolution No. 77-23, Lahaye-Smit

THAT the correspondence item "Response from MMAH Minister Clark on NBMCA On-Site Sewage System Program" is received and appended to the minutes of this meeting.

Carried Unanimously

6. Section 28 Permits Report

Valerie Murphy presented the report to the members. After discussion, the members thanked Valerie and the following resolution was presented:

Resolution No. 78-23, Moreton-Featherstone

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permits report is received and approved by the members of the Board of Directors;

Carried Unanimously

7. CAO's Business Report

Chitra Gowda presented her report including an updated Program and Services Inventory and

draft Plan Review MOU/Agreement Report. She indicated that the Inventory is a forward looking document, based on budgets for 2022 and 2023 recognizing post pandemic costs and the new regulations set by the province on budgets and apportionments. She explained the gap between revenue and expenses in the Inventory. Chitra noted that the MNRF provided 2024 modified current value assessment (MCVA) numbers for Source Protection Authority municipalities. After discussion, Steve Trahan noted concerns about increasing costs and tough times coming. The members thanked Chitra for her report and the following resolutions were presented:

Resolution No.79-23, Mitchell-Belanger

THAT the Board of Directors direct staff to begin discussions with municipalities using the updated draft NBMCA Programs and Services Inventory and draft MOU/agreements following current legislation.

AND THAT the staff report 'NBMCA Programs and Services Inventory Update and draft Plan Review MOU' is received and appended to the minutes of this meeting.

Carried Unanimously

Resolution No. 80-23, Mayne-Belanger

THAT NBMCA send a letter to the Minister that no changes be made to the Clean Water Act Program Funding Model.

Carried Unanimously

8. Laurier Woods Boardwalks Replacement

Troy Storms presented the updated Report. After discussion the members thanked Troy for his update and the following resolution was presented:

Resolution No. 81-23, Scarfone-Trahan

THAT the Board direct NBMCA staff to award to BalPro Construction for the replacement of the boardwalks shown as #1 and #2 in the map above. Total cost of this project \$68,930.00 inclusive of all taxes.

AND THAT this report is received and appended to the minutes of this meeting.

Carried Unanimously

9. Closed Session of Committee of the Whole

After discussion, the following resolutions were presented:

Resolution No.82-23, Moreton-Mitchell

THAT the meeting move into a closed session of “Committee of the Whole” to discuss litigation, property and personnel matters (5:05pm).

Carried Unanimously

Resolution No. 83-23, Belanger-Lahaye

THAT the Board moves to meet the City of North Bay on the plan to separate from the Ski Hill operations and the severance plan.

Carried Unanimously

Resolution No. 84-23, Moreton-Mayne

THAT the Board of Directors approve the payment upon receipt of invoices and audit report only up to the amount remaining in the Ski Hill Capital reserve, for the ski hill capital asset audit.

Carried Unanimously

Resolution No. 85-23, Mitchell-Scarfone

THAT the Board accepts the recommendation of the HR committee and approve the updated personnel policy (overtime, short term disability, PPE – Boots), CAO Job description, Leadership terms of reference and the organizational chart.

Carried Unanimously

Resolution No. 86-23, Moreton-Featherstone

THAT the meeting move out of a closed session of “Committee of the Whole” and back into an open meeting. (7:19pm)

Carried Unanimously

10. New Business

None noted.

11. Adjournment (7:20 p.m.)

As there was no new business, the following resolution was presented:

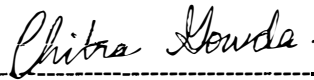
Resolution No. 87-23, Belanger-Mayne

THAT the meeting be adjourned and the next meeting be held at 4:00pm, Wednesday August 16, 2023 or at the call of the Chair.

Carried Unanimously



Dave Britton, Chair



Chitra Gowda, Chief Administrative Officer,
Secretary Treasurer

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2023-4205

August 22, 2023

Dear Head of Council,

Subject: Building Faster Fund

The housing supply crisis affects all of Ontario – from rural communities to large, urban centres. Our government is committed to building at least 1.5 million homes by 2031, with municipalities across the province as our key partners.

On August 21, 2023, Premier Ford announced the new Building Faster Fund, a new three-year-\$1.2 billion program to help municipalities meet or exceed their share of the province's 1.5 million homes goal.

As announced by Premier Ford, 10% of the overall funding will be set aside for small, rural and northern communities that have not been assigned a housing target by the province, in order to address their unique needs in supporting growth in housing supply.

Ontario will be consulting with the Association of Municipalities of Ontario and the Housing Supply Action Plan Implementation Team on program design details of the Building Faster Fund, including how the funds can best support small, rural and northern communities, and I look forward to sharing more information with you in the future. As Ontario grows, we need to build more homes. I look forward to your support in ensuring that everyone – newcomers, young families and seniors – can afford a place to call home.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark".

Steve Clark
Minister

c: Hon. Nina Tangri, Associate Minister of Housing
Ryan Amato, Chief of Staff, Minister's Office
Martha Greenberg, Deputy Minister
Joshua Paul, Assistant Deputy Minister, Market Housing Division
Sean Fraser, Assistant Deputy Minister, Planning and Growth Division
Caspar Hall, Assistant Deputy Minister, Local Government Division

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, ave Memorial
Orillia ON L3V 7V3

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

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

File number/Référence: 620

August 22, 2023

The Corporation of the Township of Chisholm
R. R. #4, 2847 CHISWICK LANE,
POWASSAN, ONTARIO
P0H 1Z0

Re: **Agreement for the Provision of 9-1-1 Primary PSAP Services between the Ontario Provincial Police (OPP) and The Corporation of the Township of Chisholm**

Dear Sir/Madam:

The Next Generation (NG) 9-1-1 is a new emergency communications system that will improve public safety by enabling voice, text messages and data to flow seamlessly from the public to 9-1-1 communication centers when emergency assistance is required. The OPP is currently adopting this new communication system for which the official rollout is planned for later this year. Concurrently, the OPP Municipal Policing Bureau is working on the revised agreement for the provision of NG 9-1-1 Primary Public Safety Answering Point (P-PSAP) services between The Corporation of the Township of Chisholm and the OPP.

Until further notice, 9-1-1 answering services from the OPP for The Corporation of the Township of Chisholm will continue without any changes and regardless of the status of your latest OPP P-PSAP agreement. Related to any currently expired agreements, or agreements that will be expiring in 2023, Municipal Policing Bureau will be reaching out to you in the near future to initiate the renewal process.

In the meantime, please contact us to provide the preferred email address for continued communication with respect to these agreements. Should you have any questions, OPP Municipal Policing Bureau Specialist Simon Looker, is the contact for this matter and can be reached at 705-329-6226 or at Simon.Looker@opp.ca.

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: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télééc.: 705 330-4191

File Reference:

612-10

September 6, 2023

To All OPP-policed Municipalities

Re: Distribution of Police Record Check Revenue to Municipalities

In June 2022, the Ontario Provincial Police (OPP) centralized the police record check process by transferring the responsibility for the process from detachment staff to an Online Police Record Check Unit (OPRCU). The centralization of the police record check process eliminates the need for detachment staff to perform duties associated with the police record checks, with the exception of fingerprinting. This OPRCU has been staffed by reinvesting numerous administrative detachment positions from across the province. The change in staffing at OPP detachment locations will be captured in the overall municipal policing cost-recovery in accordance with the terms set out in *Police Services Act*, Ontario Regulation 267/14.

Historically, the revenue generated from detachment staff completing record checks for municipal residents has been credited back to the applicable municipalities. With the reassignment of the police record check workload to the OPRCU, there will be a gradual reduction of the revenue provided to municipalities, except for the revenue for fingerprinting. Fingerprinting remains a detachment responsibility and, therefore, the revenue for conducting fingerprint services at the detachments will continue to be allocated to municipalities. The gradual reduction of police record check revenue (not related to fingerprinting) will be accompanied by the introduction of some cost savings for municipalities resulting from the impact of reinvesting some detachment positions into the OPRCU. This will provide municipalities with an extended period of time to make appropriate adjustments to any impacted financial plans.

OPP-policed municipalities will continue to receive police record check revenue in 2023 and 2024. Commencing in 2025, the revenue will be reduced by 25% per year. In 2028, OPP-policed municipalities will cease to receive police record check revenue associated with police record checks processed by the OPRCU. Municipalities will continue to receive revenue for fingerprinting services provided at the detachment.

The OPP will continue to deliver adequate and effective policing services while focusing on meeting the municipalities' unique policing needs.

Should you have any questions, please email the OPP Municipal Policing Bureau Financial Services Unit at OPP.Financial.Services.Unit@opp.ca.

Respectfully,



Phil Whitton Superintendent
Commander,
Municipal Policing Bureau

cc OPP Deputy Commissioner Chris Harkins
OPP Provincial Commander Mary Silverthorn
A/Inspector Kirsten Buligan, Community Safety Services
OPP Detachment Commanders

**Ministry of
Municipal Affairs
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Office of the Minister
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234-2023-4434

September 6, 2023

Dear Clerks, CAOs, and Conservation Authority Administrators:

Re: Proposal to return lands in Ajax to the Greenbelt

In December 2022, to accommodate Ontario's unprecedented growth by supporting the building of more homes, our government removed or redesignated 15 areas of land totaling approximately 7,400 acres from the edge of the Greenbelt Area. At the same time, a portion of the Paris Galt Moraine was added to the Greenbelt, along with 13 Urban River Valleys, totalling 9,400 acres, for an overall expansion of approximately 2000 acres.

The government was clear that owners of the lands removed from the Greenbelt would be expected to develop detailed plans to build housing with landowners also being responsible for paying for the full cost of housing-enabling and community-building infrastructure. It is the government's expectation that significant progress on approvals and implementation be achieved by the end of 2023.

It has come to the government's attention that the discussions surrounding the development of the lands removed from the Greenbelt located at 765 and 775 Kingston Road East in the Town of Ajax were at an early stage, and that a 104-acre parcel within the lands was recently listed for sale. These actions run counter to the government's objective of building homes quickly. The government is now seeking feedback on a proposal to return these lands, amounting to approximately 133 acres, to the Greenbelt Area through an amendment to the Greenbelt Area boundary regulation (O. Reg. 59/05) and an amendment to the Greenbelt Plan.

Further information on the proposal to amend the Greenbelt Plan and Greenbelt Area boundary regulation, can be found at:

- [ERO #019-7561 – Proposal to return lands to the Greenbelt \(Amendment to the Greenbelt Plan\)](#)
- [ERO #019-7562 – Proposal to return lands to the Greenbelt \(Amendment to Greenbelt Boundary Regulation O. Reg. 59/05\)](#)

Information and mapping on the 2022 decision to amend the Greenbelt Plan can be found here:

- [ERO #019-6216 - Amendments to the Greenbelt Plan](#)
- [Greenbelt Maps](#)

The comment period on the Environmental Registry of Ontario is open for 45 days and will close on October 20, 2023. I look forward to receiving your input on this proposal.

In the meantime, my ministry is working to prepare a review of the Greenbelt to ensure that it is appropriately accommodating Ontario's significant growth, as is mandated in provincial legislation. This review will be informed by the recommendations of the Auditor General's report

and will include an evaluation of the remaining properties that were removed from the Greenbelt late last year.

As ministry officials design and launch this review, the non-partisan Provincial Land and Development Facilitator will continue to work with proponents of the remaining sites to ensure that progress on these lands continues, including the obligation to provide community benefits such as parks, community centres, schools and hospitals. This work will be an important input into the mandated review into the Greenbelt, as will meaningful consultation with municipalities, Indigenous communities and regular people living in these areas who deal with the negative impacts of the housing supply crisis the most. The properties that were removed from the Greenbelt will have to stand on their own merits: If the review finds these properties cannot support the government's objective of building homes quickly, they will be returned to the Greenbelt.

We have been clear that progress on these sites must meet the government's expectations. If planning and approvals have not significantly progressed by the end of this year and if shovels are not in the ground by 2025, the government will return these lands to the Greenbelt.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Calandra', written in a cursive style.

The Hon. Paul Calandra

Minister of Municipal Affairs and Housing

- c. Martha Greenberg, Deputy Minister, Municipal Affairs and Housing
Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing,
Planning and Growth Division

Jessica Laberge

From: MPAC <intouch@mpac.ca>
Sent: Thursday, August 31, 2023 11:54 AM
To: Jessica Laberge
Subject: August 2023 - InTouch

Can't read or see images? [View this email in a browser](#)

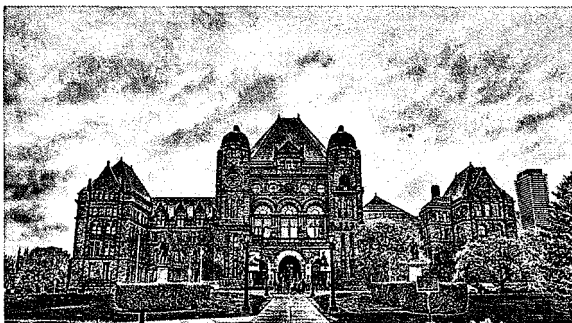


La version française

August 2023

 **Important updates**

Province-wide assessment update postponed



On August 16, the Ontario government filed a regulation to amend the *Assessment Act*, extending the postponement of a province-wide reassessment through the end of the 2021-2024

assessment cycle. This means that property assessments for the 2023 and 2024 property tax years will continue to be based on fully phased-in January 1, 2016 current values.

While we wait for a new assessment date, MPAC continues to maintain an inventory of all properties and account for changes that happen each year in every property sector across the province. The ongoing postponement does

not change the work we do to maintain our extensive property database and annual assessment rolls.

The government also announced that it will conduct a review of Ontario’s property assessment and taxation system. While MPAC is not responsible for setting tax rates or collecting property taxes, we welcome the opportunity to work with the Province to ensure the property assessment process is optimal for property owners and municipalities.

MPAC remains in a strong position to deliver the next province-wide reassessment due to the work that we undertake every day to keep property assessment records accurate and property market data current.

If you have any questions or concerns, please reach out to [your local Municipal and Stakeholder Relations Account Manager](#).



Supporting municipalities with the delivery of the Q2 New Assessment Forecast

Through the Q2 new assessment forecast update delivered to municipal partners at the end of July, MPAC has identified over \$41.5 billion in available new assessment across the province.

While this is a slight decrease from the Q1 New Assessment forecast which projected \$42 billion at the end of April, the change can be attributed to delays in residential and condo new construction occurring in some market areas where rising interest rates and higher material costs are impacting development timelines.

“Providing insight into anticipated growth offers municipalities essential information to anticipate revenue and support their budget and tax planning,” says Carm Lipsi, MPAC’s Vice-President, Valuation and Customer Relations and COO. “We are ahead of schedule in delivering the most up-to-date information and look forward to continuing to offer valuable services and other support to municipalities across the province.”

As of August 14, MPAC has captured \$27 billion of new assessment value in 2023, representing 65 per cent of the most recent annual forecast, and 90% of this new assessment was completed within one year of occupancy.

For questions about the new assessment forecasting process, reach out to your local MSR Account Manager.



New Building Permit Dashboard launches in Municipal Connect

MUNICIPAL CONNECT

We are pleased to announce that our new Building Permit Dashboard in Municipal Connect is now live. Created exclusively for municipal staff members, Municipal Connect is your

primary source for assessment data and information.

Designed to provide greater insight on new assessments, the new dashboard enables you to review all building permits MPAC has received from your municipality.

Within the Building Permit Dashboard, the 'overview' tab allows you to filter in-progress permit information by:

- Work Description
- Property Series
- Property Type

The 'overview' tab also includes information on the total number of permits closed this year and permit submissions. There are additional 'status' filters, allowing you to sort building permits by plans received, final and occupancy status.

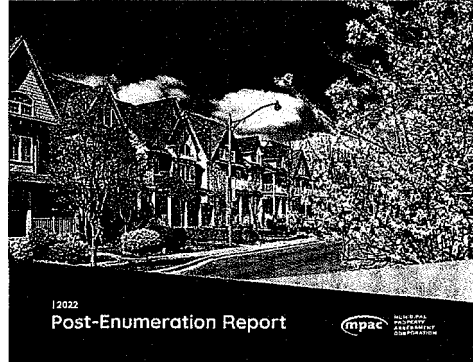
The dashboard helps to improve transparency by providing a better understanding of the building permit's journey between your municipality and MPAC.

To familiarize yourself with the new dashboard, check out our [online tutorial](#) or reach out to [your local Account Manager](#) for an overview session.



MPAC’s 2022 Post-Enumeration Report is now available

In 2022, MPAC delivered our final Preliminary List of Electors (PLE) to every municipality, District Social Services Administration Board and electing school board in Ontario.



We are pleased to report that through the combined efforts of municipalities, Elections Ontario and MPAC, with support from other stakeholders, the 2022 PLE grew by almost 1.2 million electors. This includes data coming from Elections Ontario following the June provincial elections, as well as voterlookup.ca, Elections Canada and regular updates to the MPAC database.

As we implement legislated changes that will transfer responsibility for the PLE to Elections Ontario in 2024, we would like to thank our Elections Working Group members for their support and insightful contributions to the 2022 enumeration process.

You can read more about our comprehensive enumeration strategy and our effort to support municipalities through the process in the full report [here](#).

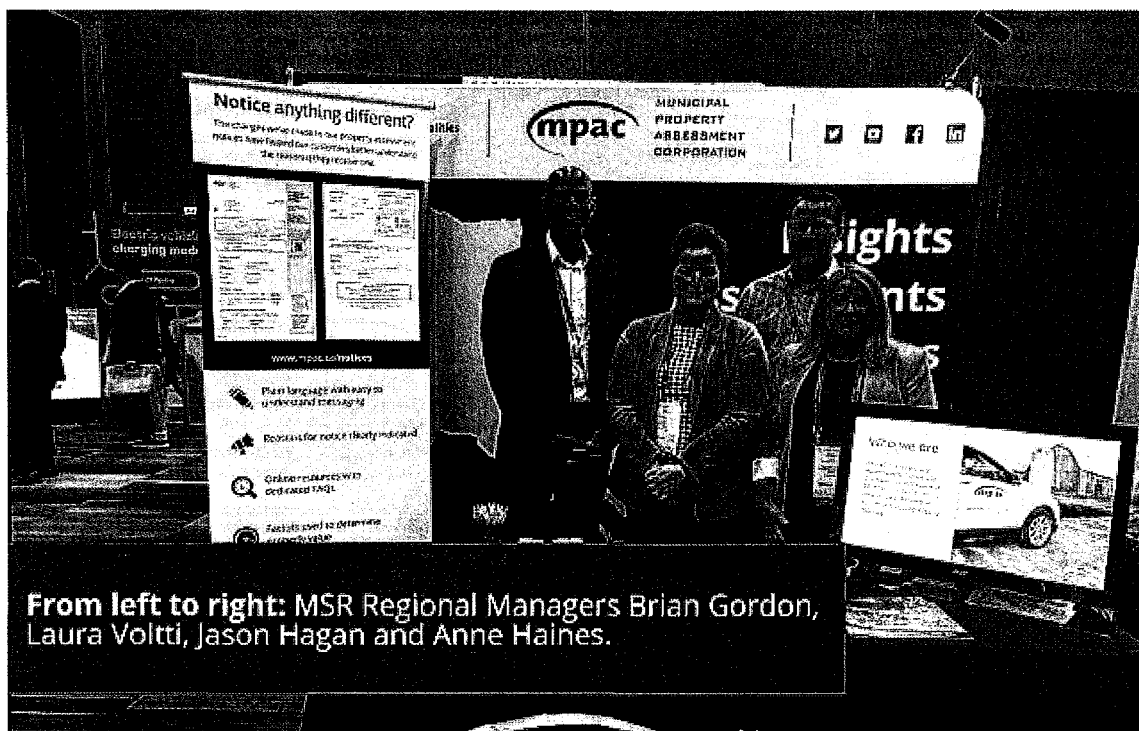


Connecting at this year’s AMO Conference

MPAC was pleased to attend this year’s AMO Conference in London, Ontario, as both an exhibitor and presenter. Over 2,500 delegates from across the province joined together for the three day event, which featured more than 60 speakers, sessions and workshops and covered a broad scope of topics important to municipalities today.

For our annual MPAC update Nicole McNeill, President and Chief Administrative Officer was joined by Alan Spacek, Chair, MPAC Board of Directors and Carmelo Lipsi, Vice-President and Chief Operating Officer for a fulsome presentation. This well-attended session featured highlights of our recent work, details of our work to keep Ontario's property database current, the tools we have to support property owners and municipalities, and some property insights.

Nicole McNeill and Carm Lipsi will be presenting MPAC's municipal update at our next webinar on September 7. Registration information can be found below.



[READ THE FULL STORY](#)

Upcoming webinar

MPAC's role in the property tax and assessment system – a municipal update

With the further postponement of a province-wide reassessment, MPAC continues to focus on supporting the evolving needs of municipalities and

property owners by championing the modernization of our products and services.

Join MPAC's President and CAO, Nicole McNeill, and Vice-President and COO, Carmelo Lipsi, to hear our annual municipal update and learn more about:

- Our work to keep Ontario's property database current.
- Tools to empower property owners.
- Recent operational highlights and property insights.
- Our role in the property tax and assessment system.

There will be time provided for questions.

Date: Thursday, September 7, 2023

Time: 1:00 to 2:00 p.m. EDT

REGISTER NOW

To view recordings of all past webinars, visit mpac.ca or on our [YouTube Channel](#).

MPAC on the move

Look for us in September and stop by to say hello!

- **September 6 to 8:** Ontario East Municipal Conference (OEMC), Ottawa
- **September 10 to 13:** Ontario Municipal Tax and Revenue Association (OMTRA), Niagara Falls
- **September 19 to 22:** Municipal Finance Officers Association (MFOA), Niagara Falls
- **September 19 to 23:** International Plowing Match (IPM), Bowling Green
- **September 24 to 27:** Ontario Building Officials Association (OBOA), Niagara Falls

**Written Submission for the Pre-Budget Consultations in
Advance of the Upcoming 2024 Federal Budget**

By: The Federation of Canadian Municipalities

Recommendations:

- **Recommendation 1:** That the government work with FCM in the development of a Municipal Growth Framework, redefining the way we engage across orders of government and identifying new revenue tools that better link municipal resources with national economic and population growth, to improve the local services Canadians depend on.
- **Recommendation 2:** That the government partner with municipalities through the next generation of infrastructure funding programs to build, renew, and revitalize local infrastructure that supports thriving and growing communities, and meets the unique needs of municipalities no matter the size or region.
- **Recommendation 3:** That the government fully implement the National Adaptation Strategy by continuing to partner with municipalities to adapt to and mitigate growing climate risks—including through long-term investments in the Disaster Mitigation and Adaptation Fund—while building resilient, low-carbon communities that can accommodate future growth and meet Canada’s climate objectives.
- **Recommendation 4:** That the government work with municipalities to ensure a better quality of life for all Canadians by addressing housing affordability, building the right kind of housing supply to support population growth, and taking the critical steps needed to achieve our shared goal of ending chronic homelessness in Canada.
- **Recommendation 5:** That the government meaningfully consult municipalities about decisions related to the future of RCMP contract policing, and work with all orders of government to address and invest in community-based mental health and substance use care.

Dear Members of the Standing Committee on Finance,

The Federation of Canadian Municipalities (FCM) unites and convenes over 2,000 municipalities across Canada, representing more than 90 percent of Canadians. Our membership includes urban, rural, northern, and remote communities of all sizes. On behalf of our membership, I am pleased to share this overview of local priorities ahead of Budget 2024.

Local governments are the governments of proximity, and have found themselves on the frontlines of some of the most pressing challenges facing Canada today. FCM is seeking the support of all orders of government to ensure our members can deliver the quality-of-life Canadians expect and deserve. Our recommendations for the upcoming Fall Economic Statement and Budget 2024 are focused on securing a new framework that better links municipal resources with national economic and population growth—more accurately reflecting and resourcing the services that municipalities are now providing to Canadians directly in their communities.

A New Partnership for Growth

Canada's population just surpassed 40 million people. This historic growth is a good thing and brings with it both immense opportunity and pressing challenges.

Every day, Canadian workers, families and businesses rely on municipal roads, bridges, transit services, water and wastewater infrastructure, policing, emergency services, recreational and cultural facilities, public events, and much more. Municipalities manage and maintain more than 60 percent of Canada's public infrastructure, yet receive only between 8 and 10 cents on each tax dollar collected.

Today, Canadians also expect local leaders to rise to the challenge and address pressing on-the-ground issues such as homelessness, housing, mental health and addiction, adapting to the impacts of climate change, and setting their communities on a path to reducing GHG emissions.

Municipalities are rising to these challenges with leadership and innovation but are constrained by a nineteenth century framework never designed for the realities of the twenty-first century. The status quo is just not working.

Canadians need all orders of government to work together—no matter the circumstances or jurisdiction—to address modern challenges and protect quality of life for citizens. And there is room to innovate, whether it's through efficient funding tools like the Canada Community Building Fund, or tripartite agreements between orders of government on specific policy priorities such as affordable housing.

Our country's successful growth is intrinsically linked with our cities, towns and communities. That's why Canada's municipalities, through FCM, are calling for a new Municipal Growth Framework that empowers local governments with a revenue tool that grows with Canada's national population and economy.

When paired with a new way of collaborating across all orders of government, this framework would ensure a future where Canadians see their communities growing confidently, with scale and ambition that delivers services beyond just the basics: greener public spaces, reliable and efficient transit for students and workers, more affordable housing, supports for the most vulnerable, and core infrastructure that can support generations of residents. This growth framework is crucial to ensuring municipalities can continue to support Canadians in the ways they need most.

A New Generation of Infrastructure

Investing in public infrastructure is a pre-requisite to growth and is the foundation for a high quality of life for Canadians. To increase the supply of new housing units, municipalities must invest in water and sewer pipes, reliable transit and transportation infrastructure, natural spaces and community amenities. And in a country as vast as Canada, the connective power of high-speed internet and improved intercommunity bus services are crucial for rural and remote communities.

FCM expects Budget 2024 to make significant investments to renew core infrastructure, including doubling the Canada Community Building Fund (CCBF) to \$4.4 billion annually with a 3.5% indexation, a \$1 billion annual investment over 10 years to establish a new federal water and wastewater infrastructure program and an investment of \$500 million annually in municipal community, culture, and recreational infrastructure. To ensure uninterrupted federal funding for public transit, FCM is calling for the Permanent Public Transit Fund (PPTF) to be established in legislation in 2024, with new funding available for planning and design costs and a mechanism to approve projects for capital funding. Starting in 2026, the PPTF should provide no less than \$3 billion per year for a full range of eligible capital expenses and should be indexed at 3.5% per year.

Infrastructure investments are key to setting cities and communities on a path to net-zero, whether by supporting local economic development or growing the scale of proven emissions-reduction projects. Investments in public transit, active transportation, municipal building retrofits, zero-emission municipal fleet vehicles and capturing methane from municipal landfills will all help Canada meet its 2030 GHG emissions reduction targets.

It's often in rural and remote communities where infrastructure funding is most acutely needed, but also where it lags behind. Let's work together to bolster rural and northern infrastructure for the next decade by committing at least \$250 million annually over and above the doubling of the CCBF to rural and northern communities, adding an annual \$150 million needs-based stream to the Universal Broadband Fund, establishing a federally-led national strategy for inter-community passenger bus service, and investing in the ports and airports that connect Canadians. We must also work across governments to close the Indigenous infrastructure gap that is a real barrier to improving quality of life for Indigenous communities.

Investments in infrastructure are investments in people's quality of life and can deliver long-lasting, generational benefits. If we can collaborate and deliver the next generation of infrastructure, Canadians will benefit for decades to come.

A Renewed Focus on Climate Resilience

Canada's cities and communities are where people live, work, raise families and start businesses. It's also where the impacts of climate change are most strongly felt.

Local leaders are responding as new weather extremes force families from their homes and cost our economy billions each year in property damage and lost productivity.

The federal Disaster Mitigation and Adaptation Fund (DMAF) has been an essential source of support for local resilience but is nowhere near the funding levels needed to protect Canadians from what's coming. That's why FCM is calling for an immediate top-up to the DMAF program totalling \$2 billion, with an additional \$1 billion earmarked each year for the next decade.

FCM recognises the federal government's action via the newly launched National Adaptation Strategy (NAS) and sees the potential of the NAS to better protect Canadian communities from the effects of extreme weather. The recent federal investment in FCM's Green Municipal Fund will support, accelerate and scale up community-based climate adaptation initiatives across the country. FCM is also a recognized leader and key federal delivery partner internationally, sharing best practices and building the capacity of local communities around the world to adapt and respond to climate change.

These investments are critical to helping local communities adapt to the changing climate, to reduce risk from extreme weather, and drive better results for Canadians.

New Canadians, New Homes

The housing challenge in Canada is urgent. CMHC estimates that an additional 3.5 million new housing units are needed above the current trend if we are going to restore housing affordability by 2030. This crisis affects Canadians from every walk of life and is most devastating to vulnerable populations. Making the federal immigration strategy a success is deeply entwined with action from all orders of government on housing.

Providing shelter rapidly to the unhoused is critical. The Reaching Home program is an essential component of the federal government's response strategy for chronic homelessness. Yet the growing presence of encampments in many urban centres, and within rural communities, highlights the need for continued support. Reaching Home's funding, including its dedicated Rural and Remote stream, should be scaled up and made permanent to address current needs and engage in preventative measures. We must also build on what is working - the Rapid Housing Initiative (RHI) is a groundbreaking direct transfer to municipalities and shows what we can achieve when our communities are directly empowered. FCM urges the conversion of the RHI into a long-term program, with predictable funding beyond 2024, and ensuring that each RHI unit has funding for wrap-around health and social supports and permanent operating funding to maintain affordability.

The Housing Accelerator Fund (HAF) is now open to municipalities—a welcome and important federal-municipal tool that provides critical support to speed up construction and increase our national housing supply. To support Canadians in search of rental options, FCM continues to urge the federal government to optimize and invest in critical National Housing Strategy programs such as the National Housing Co-Investment Fund and Rental Construction Financing Initiative to create more affordable rental supply.

Whether you're a new immigrant or a long-time resident of Canada, whether you're in a rural, urban or remote setting, everyone needs a place to call home. Canada's municipalities will be there to support them every step of the way.

A New Approach to Safer and Healthier Communities

Municipalities are the governments of proximity and are on the front lines of Canada's unmet mental health needs, often providing essential services like social and community programming, supportive housing, community outreach, and substance and addictions support services.

To add to the complexity of the issue, mental health challenges are often linked with the dual crises of addiction and homelessness – with municipal governments often needed to lead on community wellbeing. The lack of affordable and supportive housing, inadequate mental health care and the impacts of systemic racism on Indigenous people and racialized communities are contributing to the mental health and addictions issues manifesting in municipalities of all sizes.

Municipalities, through FCM, are calling on the federal government to develop a comprehensive national mental health strategy that addresses the interconnected issues of housing, homelessness, and substance abuse, while increasing mental health investments in communities with sustainable, long-term funding.

Community safety is also deeply connected to how we police our communities. Municipalities across the country have complex and unique public safety needs, and local leaders understand those best. That's why FCM is calling on the federal government to meaningfully consult municipalities about decisions related to the future of RCMP contract policing.

Conclusion

Municipalities are the order of government closest to Canadians. We see their challenges up close, and we know how to improve quality of life for Canadians and their communities. It starts with giving people the confidence of a community that can weather even the worst storms, ensuring a safe and secure place to call home for more Canadians, and building Canada from the ground up.

Sincerely,

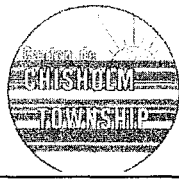


Scott Pearce

FCM President

Mayor, Canton de Gore, Québec

TOWNSHIP OF CHISHOLM
BUDGET SUMMARY



GL5410

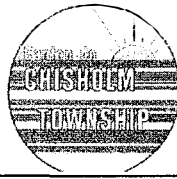
Date : Sep 07, 2023

Page : 1
 Time : 2:58 pm

For Period Ending 31-Dec-2023

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
OPERATING				
REVENUES				
Cemetery Revenue	(881)	(1,100)	(1,584)	(1,100)
General Taxation	(1,795,862)	(1,796,465)	(1,740,726)	(1,720,773)
Taxation School Boards	(187,616)	(187,401)	(183,164)	(179,602)
French Public levy	(3,416)	(3,416)	(3,542)	(3,625)
English Separate Levy	(18,298)	(18,418)	(17,906)	(17,867)
French Separate Levy	(13,809)	(13,850)	(15,156)	(15,073)
Taxation School Boards	(8,929)	(9,561)	(8,279)	(7,270)
Unconditional Grants Provincial	(527,904)	(518,400)	(515,800)	(515,800)
Federal Grants	0	(2,100)	(2,100)	(2,994)
Conditional Grants - Provincial	(1,180)	(19,250)	(70,363)	(138,084)
Administration Revenue	(4,070)	(6,550)	(14,483)	(15,550)
Building Revenue	(24,771)	(20,000)	(34,162)	(20,000)
Animal Control Revenue	(1,732)	(1,500)	(1,640)	(1,500)
Roads Revenue	(13,210)	(22,500)	(30,106)	(11,000)
Fire Dept. Revenue	0	0	(429)	0
Environmental Revenue	(11,249)	(26,000)	(27,572)	(23,000)
Planning Revenue	(18,388)	(19,500)	(16,026)	(19,500)
Other Revenue	(30,199)	(74,900)	(59,750)	(120,635)
Total REVENUES	(2,661,514)	(2,740,911)	(2,742,789)	(2,813,373)
EXPENDITURES				
Council	42,698	42,450	36,647	28,450
Elections	0	0	12,820	10,750
Administration	260,839	367,544	352,433	345,295
General Government	75,122	101,239	99,978	224,385
Fire Department	165,292	144,552	105,007	147,793
Conservation Authority	17,887	24,740	22,905	23,536
Building Bylaw Enforcement	11,111	27,290	28,534	32,510
Animal Control - Canine	0	2,000	2,021	1,500
Animal Control - Livestock	1,130	700	323	950
Animal Control - Veterinary	550	550	550	650
Other Protections	86,250	172,849	173,873	175,503
Public Works	592,588	1,037,275	1,393,550	1,010,198
Environmental	45,288	114,639	121,883	138,263
Health	27,506	41,027	43,877	43,072
Social Services	199,077	298,615	282,539	282,539
Home for Aged	36,290	54,433	54,149	54,172
Parks & Recreation	10,622	10,296	26,849	9,351
Recreation Programs	287	800	790	700
Library Services	20,011	31,016	30,669	30,469
Planning & Development	12,916	36,250	15,100	29,850
Education Req Public	98,390	190,817	192,202	183,227
Education Req Separate	17,936	32,268	36,420	32,940
Education - Commercial/Industrial	0	9,561	0	7,270
Total EXPENDITURES	1,721,789	2,740,911	3,033,120	2,813,373
Total OPERATING	(939,725)	0	290,332	0

TOWNSHIP OF CHISHOLM
BUDGET SUMMARY



GL5410

Date : Sep 07, 2023

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For Period Ending 31-Dec-2023

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
CAPITAL				
CAPITAL REVENUES				
Public Works	0	(651,704)	0	(225,000)
Provincial Grants	(72,781)	(490,310)	(166,751)	(448,403)
revenue	0	(90,000)	0	(4,000)
Other Revenue	0	(359,500)	0	(10,000)
Total CAPITAL REVENUES	(72,781)	(1,591,514)	(166,751)	(687,403)
CAPITAL EXPENDITURES				
Fire Department	0	90,000	3,969	4,000
Public Works	404,458	1,596,764	(0)	683,403
Total CAPITAL EXPENDITURES	404,458	1,686,764	3,968	687,403
Total CAPITAL	331,677	95,250	(162,782)	0

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

Page : 1

Date : Sep 07,2023

Time : 2:59 pm

Fiscal Year : 2023 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	0.00	-600	-600.00	100.00
1-3-0000-2000	General Revenue - Cemetery	0.00	-881.08	-500	381.08	-76.22
Total Cemetery Revenue		0.00	-881.08	-1100	-218.92	19.90
1000 General Taxation						
1-3-1000-1000	Residential & Farm	0.00	-1780994.05	-1796465	-15470.95	0.86
1-3-1000-2000	Commercial & Industrial	0.00	-15471.01	0	15471.01	0.00
1-3-1000-4000	General - Supplementary Taxes	0.00	-18142.09	0	18142.09	0.00
1-3-1000-5000	General - Taxes Written Off	0.00	18744.86	0	-18744.86	0.00
Total General Taxation		0.00	-1795862.29	-1796465	-602.71	0.03
1100 Taxation School Boards						
1-3-1100-1000	English Public Levy	0.00	-187401.50	-187401	0.50	0.00
1-3-1100-2000	English Public Supplementary	0.00	-2264.41	0	2264.41	0.00
1-3-1100-3000	English Public Write offs	0.00	2050.13	0	-2050.13	0.00
Total Taxation School Boards		0.00	-187615.78	-187401	214.78	-0.11
1200 French Public levy						
1-3-1200-1000	French Public levy	0.00	-3415.90	-3416	-0.10	0.00
Total French Public levy		0.00	-3415.90	-3416	-0.10	0.00
1300 English Separate Levy						
1-3-1300-1000	English Separate Levy	0.00	-18417.76	-18418	-0.24	0.00
1-3-1300-3000	English Separate Tax Write offs	0.00	119.34	0	-119.34	0.00
Total English Separate Levy		0.00	-18298.42	-18418	-119.58	0.65
1400 French Separate Levy						
1-3-1400-1000	French Separate Levy	0.00	-13850.19	-13850	0.19	0.00
1-3-1400-2000	French Separate Supplementary	0.00	-13.58	0	13.58	0.00
1-3-1400-3000	French Separate Tax Write offs	0.00	54.32	0	-54.32	0.00
Total French Separate Levy		0.00	-13809.45	-13850	-40.55	0.29
1500 Taxation School Boards						
1-3-1500-1000	Education - Commercial/Industrial	0.00	-9560.98	-9561	-0.02	0.00
1-3-1500-3000	Education - Commercial & Ind -WOffs	0.00	631.84	0	-631.84	0.00
Total Taxation School Boards		0.00	-8929.14	-9561	-631.86	6.61
4200 Unconditional Grants Provincial						
1-3-4200-5120	Ontario Municipal Partnership Fund	0.00	-527904.00	-518400	9504.00	-1.83
Total Unconditional Grants Provincial		0.00	-527904.00	-518400	9504.00	-1.83
5100 Federal Grants						
1-3-5100-5720	Federal Government	0.00	0.00	-2100	-2100.00	100.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

Page : 2

Date : Sep 07, 2023

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Fiscal Year : 2023 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						
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
5200 Conditional Grants - Provincial						
1-3-5200-5200	Wolf Damage Grants	0.00	-1179.80	0	1179.80	0.00
1-3-5200-5325	Other Provincial Grants	0.00	0.00	-11250	-11250.00	100.00
1-3-5200-5355	Drainage Grant /Revenue	0.00	0.00	-8000	-8000.00	100.00
Total Conditional Grants - Provincial		0.00	-1179.80	-19250	-18070.20	93.87
6100 Administration Revenue						
1-3-6100-1910	Revenue Re: Mandatory Septic Inspections	0.00	-570.00	-1500	-930.00	62.00
1-3-6100-5785	Newsletter Advertising	0.00	-130.00	-300	-170.00	56.67
1-3-6100-5786	Filming Permits	0.00	-100.00	-250	-150.00	60.00
1-3-6100-7770	Tax Certificates	0.00	-1020.00	-2500	-1480.00	59.20
1-3-6100-7800	Tax Registration Revenue	0.00	-2250.00	-1500	750.00	-50.00
1-3-6100-7900	Provincial Offences Net Revenue	0.00	0.00	-500	-500.00	100.00
Total Administration Revenue		0.00	-4070.00	-6550	-2480.00	37.86
6200 Building Revenue						
1-3-6200-7240	Building Permits	0.00	-24770.55	-20000	4770.55	-23.85
Total Building Revenue		0.00	-24770.55	-20000	4770.55	-23.85
6300 Animal Control Revenue						
1-3-6300-7210	Dog Taxes Collected At Office	0.00	-1732.00	-1500	232.00	-15.47
Total Animal Control Revenue		0.00	-1732.00	-1500	232.00	-15.47
6400 Roads Revenue						
1-3-6400-7740	Roads Revenue	0.00	-13209.68	-18500	-5290.32	28.60
1-3-6400-7760	Aggregate Resources Revenue	0.00	0.00	-4000	-4000.00	100.00
Total Roads Revenue		0.00	-13209.68	-22500	-9290.32	41.29
6700 Environmental Revenue						
1-3-6700-7535	Recycling Revenue	0.00	-5961.39	-20000	-14038.61	70.19
1-3-6700-7540	Tipping Fees	0.00	-2837.00	-3000	-163.00	5.43
1-3-6700-7545	Scrap Metal Removal	0.00	-2450.82	-3000	-549.18	18.31
Total Environmental Revenue		0.00	-11249.21	-26000	-14750.79	56.73
6800 Planning Revenue						
1-3-6800-7780	Zoning By-Law Amendments	0.00	-2835.12	-3000	-164.88	5.50
1-3-6800-7785	Severances	0.00	-11219.06	-10000	1219.06	-12.19
1-3-6800-7795	Minor Variances	0.00	-975.00	-1000	-25.00	2.50
1-3-6800-7800	Admin Fees - Road Allowances	0.00	-250.00	-500	-250.00	50.00
1-3-6800-7810	Frontage Fees	0.00	-3108.61	-5000	-1891.39	37.83

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

Page : 3

Date : Sep 07, 2023

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Fiscal Year : 2023 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 Planning Revenue		0.00	-18387.79	-19500	-1112.21	5.70
8000 Other Revenue						
1-3-8000-5000	Interest Income	0.00	-9169.77	-7500	1669.77	-22.26
1-3-8000-7510	Penalties - Current Taxes	0.00	-7555.65	-17000	-9444.35	55.56
1-3-8000-7520	Interest - Tax Arrears	0.00	-11614.87	-14000	-2385.13	17.04
1-3-8000-9100	Other Revenue	0.00	-1858.26	-2500	-641.74	25.67
1-3-8000-9978	Contrb from Res One Tme Efficiency	0.00	0.00	-23900	-23900.00	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	-30198.55	-74900	-44701.45	59.68
Total REVENUE		0.00	-2661513.64	-2740911	-79397.36	2.90
EXPENSE						
100 Council						
1-4-0100-1110	Council Remuneration	0.00	28435.00	26000	-2435.00	-9.37
1-4-0100-1120	Travel & Conferences	0.00	10733.06	12000	1266.94	10.56
1-4-0100-1130	Other Expenses	0.00	0.00	500	500.00	100.00
1-4-0100-1141	CPP Premiums Council	0.00	1019.37	700	-319.37	-45.62
1-4-0100-1150	Council EHT	0.00	0.00	550	550.00	100.00
1-4-0100-1160	Expenses re: Intergrity Commissioner	0.00	2510.59	2700	189.41	7.02
Total Council		0.00	42698.02	42450	-248.02	-0.58
300 Administration						
1-4-0300-1141	CPP Premiums Administration	0.00	6504.67	9405	2900.33	30.84
1-4-0300-1410	Admin. Salaries	0.00	151567.13	221481	69913.87	31.57
1-4-0300-1430	Admin. Training	0.00	915.05	1600	684.95	42.81
1-4-0300-1440	Travel, Conferences & Other	0.00	4537.08	3000	-1537.08	-51.24
1-4-0300-1460	EI Premiums -Administration	0.00	2958.85	4863	1904.15	39.16
1-4-0300-1470	EHT Premiums -Aministration	0.00	0.00	4319	4319.00	100.00
1-4-0300-1476	Benefits -OMERS	0.00	11246.57	16193	4946.43	30.55
1-4-0300-1480	Benefits - Group Insurance	0.00	13030.65	18216	5185.35	28.47
1-4-0300-1485	Health & Safety	0.00	0.00	100	100.00	100.00
1-4-0300-1490	Worker's Compensation	0.00	4002.28	8018	4015.72	50.08
1-4-0300-1498	Office Expenses	0.00	4667.27	10000	5332.73	53.33
1-4-0300-1520	Insurance	0.00	32923.40	32849	-74.40	-0.23
1-4-0300-1530	Contracted Office Services	0.00	1892.26	2700	807.74	29.92
1-4-0300-1540	Computer Expenses	0.00	10741.20	12500	1758.80	14.07
1-4-0300-1610	Office Supplies	0.00	2238.91	5000	2761.09	55.22
1-4-0300-1620	Telephone & Fax	0.00	4995.40	6500	1504.60	23.15
1-4-0300-1621	Cell Phone	0.00	639.36	900	260.64	28.96
1-4-0300-1630	Postage	0.00	3987.07	5000	1012.93	20.26
1-4-0300-1660	Subscriptions & Memberships	0.00	3661.30	3400	-261.30	-7.69
1-4-0300-1710	Office Equipment	0.00	242.74	1000	756.26	75.62

TOWNSHIP OF CHISHOLM
Budget Variance Report



Fiscal Year : 2023 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						
1-4-0300-1710	Office Equipment	0.00	243.74	1000	756.26	75.63
1-4-0300-1720	Computer Equipment	0.00	0.00	500	500.00	100.00
1-4-0300-1735	Miscellaneous Expenses	0.00	86.62	0	-86.62	0.00
Total Administration		0.00	260838.81	367544	106705.19	29.03
400 General Government						
1-4-0400-1669	Intake 3 Modernization	0.00	3419.14	15000	11580.86	77.21
1-4-0400-1670	Audit Fees	0.00	13882.65	16150	2267.35	14.04
1-4-0400-1675	Tax Registration Expenses	0.00	2394.08	2500	105.92	4.24
1-4-0400-1680	Legal Fees	0.00	4067.36	10000	5932.64	59.33
1-4-0400-1690	Advertising	0.00	0.00	500	500.00	100.00
1-4-0400-1720	Receptions	0.00	58.28	500	441.72	88.34
1-4-0400-1750	Bank Charges	0.00	1087.82	1998	910.18	45.55
1-4-0400-1760	Rounding Account	0.00	0.05	0	-0.05	0.00
1-4-0400-1800	Awards & Recognition Programs	0.00	105.55	1000	894.45	89.45
1-4-0400-1810	General Donations	0.00	300.00	1500	1200.00	80.00
1-4-0400-2770	Property Assessment	0.00	18893.43	25191	6297.57	25.00
1-4-0400-2805	Web Site	0.00	2584.65	3000	415.35	13.85
1-4-0400-5330	One Time Efficiency Grant Expenses	0.00	28328.81	23900	-4428.81	-18.53
Total General Government		0.00	75121.82	101239	26117.18	25.80
500 Fire Department						
1-4-0500-1141	Fire Department CPP Premium	0.00	342.69	675	332.31	49.23
1-4-0500-1480	Fire Department EHT	0.00	0.00	275	275.00	100.00
1-4-0500-2125	Materials & Supplies	0.00	314.30	1200	885.70	73.81
1-4-0500-2130	Building Maintenance	0.00	0.00	1500	1500.00	100.00
1-4-0500-2135	Communications	0.00	4779.67	5500	720.33	13.10
1-4-0500-2140	Training	0.00	2170.70	7000	4829.30	68.99
1-4-0500-2145	Insurance - Fire Department	0.00	21892.00	21847	-45.00	-0.21
1-4-0500-2146	WSIB - Fire department	0.00	4398.30	7800	3401.70	43.61
1-4-0500-2150	Equipment Maintenance	0.00	4588.67	10000	5411.33	54.11
1-4-0500-2155	Expenses re: Fire Management Agreeem	0.00	0.00	186	186.00	100.00
1-4-0500-2156	Expenses Re: Wildfires	0.00	103509.40	0	-103509.40	0.00
1-4-0500-2157	Expenses Re Call Outs	0.00	0.00	1200	1200.00	100.00
1-4-0500-2160	Health & Safety	0.00	4310.03	4500	189.97	4.22
1-4-0500-2165	Radio Equipment	0.00	1294.46	2700	1405.54	52.06
1-4-0500-2180	Gas & Oil	0.00	1183.88	3000	1816.12	60.54
1-4-0500-2185	Clothing	0.00	2283.85	3000	716.15	23.87
1-4-0500-2190	Travel and Conferences	0.00	636.00	2000	1364.00	68.20
1-4-0500-2192	Fire Department Per Diem	0.00	960.00	3000	2040.00	68.00
1-4-0500-2195	Salaries (Points)	0.00	0.00	8750	8750.00	100.00
1-4-0500-2200	Honorarium	0.00	8384.00	17144	8760.00	51.10
1-4-0500-2210	Fire Fighter Recognition	0.00	0.00	2100	2100.00	100.00
1-4-0500-2215	Travel	0.00	197.34	0	-197.34	0.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

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Date : Sep 07,2023

Time : 2:59 pm

Fiscal Year : 2023 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						
1-4-0500-2230	Memberships & Subscriptions	0.00	374.75	425	50.25	11.82
1-4-0500-2235	Heat & Hydro	0.00	3509.06	6000	2490.94	41.52
1-4-0500-2240	Fire Prevention	0.00	0.00	750	750.00	100.00
1-4-0500-2245	Small Equipment	0.00	162.77	3000	2837.23	94.57
1-4-0500-2250	Trsf to Reserves for Fire Dept	0.00	0.00	31000	31000.00	100.00
Total Fire Department		0.00	165291.87	144552	-20739.87	-14.35
700 Conservation Authority						
1-4-0700-2310	Conservation Authority Levy	0.00	13440.00	13440	0.00	0.00
1-4-0700-2350	Mandatory Septic Inspection Fees	0.00	0.00	1500	1500.00	100.00
1-4-0700-2775	GIS	0.00	4447.46	9800	5352.54	54.62
Total Conservation Authority		0.00	17887.46	24740	6852.54	27.70
800 Building Bylaw Enforcement						
1-4-0800-1141	By-law Enforcement - CPP	0.00	42.90	200	157.10	78.55
1-4-0800-1460	By law Enforcement - EI	0.00	31.80	90	58.20	64.67
1-4-0800-2410	Bldg. Insp. Salaries	0.00	7794.82	15000	7205.18	48.03
1-4-0800-2420	Bldg. Insp. - Other Expenses	0.00	1427.52	5000	3572.48	71.45
1-4-0800-2450	By-law Enforcement-WSIB	0.00	29.05	0	-29.05	0.00
1-4-0800-2710	By-Law Enforcement Officer	0.00	1590.46	5000	3409.54	68.19
1-4-0800-2720	By-Law Enforce. - Other Expenses	0.00	194.63	2000	1805.37	90.27
Total Building Bylaw Enforcement		0.00	11111.18	27290	16178.82	59.28
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	0.00	500	500.00	100.00
Total Animal Control - Canine		0.00	0.00	2000	2000.00	100.00
901 Animal Control - Livestock						
1-4-0901-2530	Livestock Killed by Dogs/Wolves	0.00	1129.80	500	-629.80	-125.96
1-4-0901-2535	Livestock Evaluation-Expenses	0.00	0.00	100	100.00	100.00
1-4-0901-2540	Livestock Evaluator	0.00	0.00	100	100.00	100.00
Total Animal Control - Livestock		0.00	1129.80	700	-429.80	-61.40
902 Animal Control - Veterinary						
1-4-0902-2550	Veterinary Unit	0.00	550.00	550	0.00	0.00
Total Animal Control - Veterinary		0.00	550.00	550	0.00	0.00
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	610	-67.69	-11.10
1-4-1000-0050	Policing Costs	0.00	85572.00	171139	85567.00	50.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



GL5070

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Date : Sep 07, 2023

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Fiscal Year : 2023 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 Other Protections		0.00	86249.69	172849	86599.31	50.10
1100 Public Works						
1-4-1100-1141	CPP Premiums - Roads	0.00	11664.13	17421	5756.87	33.05
1-4-1100-1460	EI Premiums - Roads	0.00	4058.70	4941	882.30	17.86
1-4-1100-1476	Benefits- OMERS	0.00	18387.73	26314	7926.27	30.12
1-4-1100-3110	Wages - Crew	0.00	209348.88	302877	93528.12	30.88
1-4-1100-3115	Gravel	0.00	0.00	16000	16000.00	100.00
1-4-1100-3116	Sand and Salt	0.00	432.48	80000	79567.52	99.46
1-4-1100-3117	Calcium	0.00	85110.69	99000	13889.31	14.03
1-4-1100-3118	Culverts	0.00	11162.98	15000	3837.02	25.58
1-4-1100-3119	Cold Mix/Crushed Asphalt	0.00	4571.69	4500	-71.69	-1.59
1-4-1100-3120	Materials & Shop Supplies	0.00	5858.48	12000	6141.52	51.18
1-4-1100-3121	Small Equipment Repairs	0.00	1715.73	4000	2284.27	57.11
1-4-1100-3122	Advertising/Courier	0.00	12.06	1000	987.94	98.79
1-4-1100-3125	Memberships & Subscription	0.00	825.32	850	24.68	2.90
1-4-1100-3130	Equipment Rentals	0.00	11841.23	30000	18158.77	60.53
1-4-1100-3150	Garage Furnace Fuel	0.00	8197.41	12500	4302.59	34.42
1-4-1100-3160	Garage Building Maintenance	0.00	354.93	2000	1645.07	82.25
1-4-1100-3165	Computer and Internet Expenses	0.00	0.00	250	250.00	100.00
1-4-1100-3210	Grader Expenses - Blades	0.00	4191.09	3000	-1191.09	-39.70
1-4-1100-3211	Grader Fuel	0.00	13906.18	19500	5593.82	28.69
1-4-1100-3212	Grader Parts and Repairs	0.00	3116.71	20000	16883.29	84.42
1-4-1100-3225	Western Star2005 License	0.00	5157.00	3324	-1833.00	-55.14
1-4-1100-3226	Western Star 2005 Fuel	0.00	1399.04	10000	8600.96	86.01
1-4-1100-3227	Western Star 2005 Parts and Repairs	0.00	7320.25	11000	3679.75	33.45
1-4-1100-3230	International Truck License	0.00	32.00	0	-32.00	0.00
1-4-1100-3231	International Fuel	0.00	1208.89	1210	1.11	0.09
1-4-1100-3232	International Parts and Repairs	0.00	258.82	1770	1511.18	85.38
1-4-1100-3236	Mack Fuel	0.00	8151.08	8000	-151.08	-1.89
1-4-1100-3237	Mack Parts and Repairs	0.00	1952.42	5000	3047.58	60.95
1-4-1100-3241	Backhoe Fuel	0.00	3272.40	6500	3227.60	49.66
1-4-1100-3242	Backhoe Parts and Repairs	0.00	5111.72	8000	2888.28	36.10
1-4-1100-3255	GMC 2019 License	0.00	0.00	100	100.00	100.00
1-4-1100-3256	2019 GMC Fuel	0.00	3718.03	7000	3281.97	46.89
1-4-1100-3257	2019 GMC Parts and Repairs	0.00	1615.35	4000	2384.65	59.62
1-4-1100-3260	GMC 2015 License	0.00	0.00	200	200.00	100.00
1-4-1100-3261	2015 GMC Fuel	0.00	3667.29	3800	132.71	3.49
1-4-1100-3262	2015 GMC Parts and Repairs	0.00	3561.64	4000	438.36	10.96
1-4-1100-3270	Freightliner Truck License	0.00	2144.00	2144	0.00	0.00
1-4-1100-3271	Freightliner Fuel	0.00	8562.71	14500	5937.29	40.95
1-4-1100-3272	Freighliner Parts and Repairs	0.00	2632.87	8000	5367.13	67.09
1-4-1100-3273	Expenses Re Argo	0.00	0.00	1000	1000.00	100.00
1-4-1100-3275	Fuel Expenses Re: Tractor	0.00	451.89	0	-451.89	0.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



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Date : Sep 07,2023

Time : 2:59 pm

Fiscal Year : 2023 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						
1-4-1100-3280	Excavator Expenses	0.00	39.38	0	-39.38	0.00
1-4-1100-3281	Excavator Fuel	0.00	3881.84	2500	-1381.84	-55.27
1-4-1100-3282	Excavator Parts and Repairs	0.00	5368.47	5000	-368.47	-7.37
1-4-1100-3660	Benefits - Group Insurance	0.00	20874.79	29193	8318.21	28.49
1-4-1100-3690	EHT Premiums- Roads	0.00	0.00	5906	5906.00	100.00
1-4-1100-3700	WSIB Premiums Roads	0.00	5580.55	10964	5383.45	49.10
1-4-1100-3710	Garage - Telephone	0.00	413.85	1200	786.15	65.51
1-4-1100-3720	Garage - Hydro	0.00	2263.17	3300	1036.83	31.42
1-4-1100-3725	Travel	0.00	766.35	1500	733.65	48.91
1-4-1100-3730	Conferences & Training	0.00	9166.73	4000	-5166.73	-129.17
1-4-1100-3740	Plans and Studies	0.00	200.00	1500	1300.00	86.67
1-4-1100-3750	Insurance	0.00	36164.37	36630	465.63	1.27
1-4-1100-3760	Signage	0.00	450.98	1000	549.02	54.90
1-4-1100-3765	Health & Safety	0.00	4994.20	6000	1005.80	16.76
1-4-1100-3770	Boots and Clothing Allowance	0.00	862.71	2500	1637.29	65.49
1-4-1100-3810	Long Term Loans - Principal	0.00	41549.30	114155	72605.70	63.60
1-4-1100-3915	Long Term Loans - Interest	0.00	5037.19	23226	18188.81	78.31
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	500	500.00	100.00
1-4-1100-4460	Beaver Control	0.00	0.00	2000	2000.00	100.00
1-4-1100-4467	Trsf To Capital Budget	0.00	0.00	12500	12500.00	100.00
Total Public Works		0.00	592587.70	1037275	444687.30	42.87
1300 Environmental						
1-4-1300-1460	EI Premiums Landfill	0.00	161.30	259	97.70	37.72
1-4-1300-1476	Omers Contributions- Landfill Site	0.00	0.00	1020	1020.00	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	15779.53	25000	9220.47	36.88
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	21401.79	38000	16598.21	43.68
1-4-1300-4620	Wages-Landfill Site	0.00	7777.98	11329	3551.02	31.34
1-4-1300-4640	Employer Health Tax	0.00	0.00	221	221.00	100.00
1-4-1300-4650	WSIB	0.00	167.35	410	242.65	59.18
Total Environmental		0.00	45287.95	114639	69351.05	60.50
1400 Health						
1-4-1400-5110	Health Unit	0.00	27505.68	41027	13521.32	32.96
Total Health		0.00	27505.68	41027	13521.32	32.96
1500 Social Services						
1-4-1500-6110	General Assistance	0.00	199076.57	298615	99538.43	33.33
Total Social Services		0.00	199076.57	298615	99538.43	33.33
1600 Home for Aged						

TOWNSHIP OF CHISHOLM
Budget Variance Report



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Date : Sep 07,2023

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Fiscal Year : 2023 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						
1600 Home for Aged						
1-4-1600-6210	Home for the Aged	0.00	36290.00	54433	18143.00	33.33
Total Home for Aged		0.00	36290.00	54433	18143.00	33.33
1700 Parks & Recreation						
1-4-1700-1110	Parks Expenses	0.00	3390.44	3000	-390.44	-13.01
1-4-1700-1115	Tennis Court	0.00	253.84	500	246.16	49.23
1-4-1700-1200	Parks & Recreation Insurance	0.00	6977.55	6796	-181.55	-2.67
Total Parks & Recreation		0.00	10621.83	10296	-325.83	-3.16
1800 Recreation Programs						
1-4-1800-1310	Recreation Programs and Events	0.00	287.47	800	512.53	64.07
Total Recreation Programs		0.00	287.47	800	512.53	64.07
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	20010.80	30016	10005.20	33.33
Total Library Services		0.00	20010.80	31016	11005.20	35.48
2000 Planning & Development						
1-4-2000-1110	Planning Expenses	0.00	6571.16	10000	3428.84	34.29
1-4-2000-1111	Trsf to Reserve Re OPZBA Review	0.00	0.00	7500	7500.00	100.00
1-4-2000-1135	Com. of Adj./Plann Advisory Com	0.00	0.00	750	750.00	100.00
1-4-2000-1320	Economic Development	0.00	5615.71	0	-5615.71	0.00
1-4-2000-1321	Strategic Plan Expenses	0.00	0.00	10000	10000.00	100.00
1-4-2000-1330	Drainage Expenses	0.00	728.86	8000	7271.14	90.89
Total Planning & Development		0.00	12915.73	36250	23334.27	64.37
4000 Education Req Public						
1-4-4000-1000	English Public Requisition	0.00	96276.11	187401	91124.89	48.63
1-4-4000-2000	French Public Requisition	0.00	2114.22	3416	1301.78	38.11
Total Education Req Public		0.00	98390.33	190817	92426.67	48.44
5000 Education Req Separate						
1-4-5000-1000	French Separate Requisition	0.00	7810.08	13850	6039.92	43.61
1-4-5000-2000	English Separate Requisition	0.00	10126.20	18418	8291.80	45.02
Total Education Req Separate		0.00	17936.28	32268	14331.72	44.41
7000 Education - Commercial/Industrial						
1-4-7000-1000	Education - Commercial/Industrial	0.00	0.00	9561	9561.00	100.00
Total Education - Commercial/Industrial		0.00	0.00	9561	9561.00	100.00

TOWNSHIP OF CHISHOLM
Budget Variance Report



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Fiscal Year : 2023 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
Total EXPENSE		0.00	1721788.99	2740911	1019122.01	37.18
REVENUE						
1100 Public Works						
2-3-1100-8100	New Borrowing	0.00	0.00	-651704	-651704.00	100.00
Total Public Works		0.00	0.00	-651704	-651704.00	100.00
5200 Provincial Grants						
2-3-5200-5300	Provincial Grants	0.00	-72781.10	-490310	-417528.90	85.16
Total Provincial Grants		0.00	-72781.10	-490310	-417528.90	85.16
6500 revenue						
2-3-6500-5800	Transfer from Reserves Fire Dept	0.00	0.00	-90000	-90000.00	100.00
Total revenue		0.00	0.00	-90000	-90000.00	100.00
8000 Other Revenue						
2-3-8000-8200	Contr. From Deferred Revenue	0.00	0.00	-204000	-204000.00	100.00
2-3-8000-8300	Contribution From Operating Account	0.00	0.00	-12500	-12500.00	100.00
2-3-8000-9920	Contribution From Reserves- Road Equip	0.00	0.00	-49616	-49616.00	100.00
2-3-8000-9921	Contribution From Reserves-Future Rd Nee	0.00	0.00	-60000	-60000.00	100.00
2-3-8000-9978	Transfer from Resrve for One Time Eff	0.00	0.00	-33384	-33384.00	100.00
2-3-8000-9999	Borrow From Reserves	0.00	0.00	-95250	-95250.00	100.00
Total Other Revenue		0.00	0.00	-454750	-454750.00	100.00
Total REVENUE		0.00	-72781.10	-1686764	-1613982.90	95.69
EXPENSE						
500 Fire Department						
2-4-0500-2185	Fire Dept Clothing Expenses	0.00	0.00	10000	10000.00	100.00
2-4-0500-2255	Fire Dept Equipment Capital	0.00	0.00	80000	80000.00	100.00
Total Fire Department		0.00	0.00	90000	90000.00	100.00
1100 Public Works						
2-4-1100-1740	Int Exp on Internal Borrowing	0.00	0.00	7500	7500.00	100.00
2-4-1100-3115	Gravel Application	0.00	195246.06	204000	8753.94	4.29
2-4-1100-3140	Equipment Capital Purchases	0.00	74880.00	455014	380134.00	83.54
2-4-1100-3160	Garage Building Renovations	0.00	95080.40	95250	169.60	0.18
2-4-1100-3900	New Truck Purchase	0.00	25000.00	0	-25000.00	0.00
2-4-1100-4405	South Shore Bridge	0.00	4818.83	5000	181.17	3.62
2-4-1100-4406	Pioneer Bridge	0.00	9432.32	770000	760567.68	98.78
2-4-1100-4456	Village Road Reconstruction	0.00	0.00	60000	60000.00	100.00
Total Public Works		0.00	404457.61	1596764	1192306.39	74.67

TOWNSHIP OF CHISHOLM
Budget Variance Report



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Fiscal Year : 2023 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
	Total EXPENSE	0.00	404457.61	1686764	1282306.39	76.02
	Report Total	0.00	-608048.14	0	608048.14	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: Sept 7, 2023

Re: Public Works Activity Report (Aug 3, 2023 – Sept 7, 2023)

Landfill/Roads/Parks

Road side brushing
Removed berms on Hills siding and Boundary road
Patching potholes
One call for after hours service on River road for tree on the road
Stabilized river banks on Algonquin Road
Applied gravel to village road
Shoulder grading on memorial
Setup beach for horseshoe tournament
Partially removed beaver dam for outlet of lake
Replace cross culvert on Village road

Equipment

Installed new Lexan guards on the tractor and Doosan
Installed new lights on the 05 western star and troubleshoot electrical issues

Other notes

In the next couple weeks we will be replacing several cross road culverts on Pioneer, River, Hills Siding, Memorial, and Village road once we receive our locates. We will continue on with roadside brushing in the Southshore and River area. Duncor hasn't given an exact date for the hard surface on Village Road as of yet, but it will be happening in Sept.

In the past few weeks we have been seeing an increase in road related complaints and feel it best that they are addressed. Yes, the roads have not been holding up well this year with the heavy rainfalls we have been getting, this is why gravel application is very important and it needs to be done every year as maintenance however for the next six years we will be playing catch up until we can get gravel on all of our roads. The common

question of when will the grader be going here or there isn't helpful as we are grading the roads in order of priority based off of how busy the road is and how bad it is, unfortunately we cannot simply grade an entire road just because one portion is bad. Just as a bit of insight as to how long it takes to grade all of our gravel roads. Our grader operator can get 8km of road graded in one day therefore it takes the grader 12.5 days to grade everyone of our 100km of gravel after a heavy rain. That is after the roads have dried enough to grade. The majority of our roads have old gravel from a pit with a high silt and clay content so it does not hold up to water very well and cannot be graded in the rain or when it is too wet or it simply turns to mud. Also, on average we spread 35 tonne of winter sand per KM every year, now all of this does not stay on the roads however it does have a negative effect on our summer roads by mixing sand into the gravel. The more sand, the less the road will pack. I would like to point out that the 10km of roads we applied quarried gravel to this year have only needed minor touchups in the areas like intersections. This alone speaks volumes to the importance of gravel application.

I believe most of the complaints are coming in because the road that those people drive in their opinion isn't up to standards after a rain fall but everyone needs to keep in mind that the job of public works is to look after ALL of the roads in the township not just the ones that get the complaints on social media. If the grader is out grading in the south end of the township for a few days no one will see it in the north end and that doesn't mean its not out working although that's becoming the perception, if I don't see it then it must not be working.

The second complaint we have been dealing with a lot is the roadside brushing that is being done, again something that has been lacking in the past number of years. We have been brushing along our road allowances and have been getting some complaints saying "it wasn't done before why now ?" or that tree isn't an issue its so small why did you have to cut that one. Again the answer is simple, the trees are on the road allowance and need to be cut to allow sunlight to get to the roads to help dry them in the summer and keep them clear in the winter, yes the tree may not be big enough to overhang the road now however that's the perfect time to cut it with the machine because when it gets too big then we are looking at hiring a contractor or an arborist to come and take care of the problem trees. Over hanging trees can also cause problems with dripping branches in the summer and spring adding unnecessary amounts of water to an isolated spot causing potholes. Not to mention the damage to cars, trucks, and municipal equipment when the heavy snow pulls the branches down even further.

Public works has been working hard this year to try and make improvements to our road system with the equipment and budget given. We have been removing berms off the sides of roads that have been holding water for years making the roads hard to navigate in the spring or even summer with hard rains. Unfortunately, there is no overnight solution to having better roads and it is simply going to take time and money and lots of both.

Corporation of the Township of Chisholm

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Gail Degagne, Mayor
Jennistine Leblond, CAO Clerk-Treasurer

MEMO

To: Council
From: Jenny Leblond
Shawn Hughes
Date: Sept. 6th 2023
RE: Recycling Option for Landfill Site

During discussions about the Landfill by-law review and brainstorming ways to increase the life expectancy of the landfill, it was mentioned that we might want to include an option of a recycling depot within the landfill site. Council gave direction to CAO and OS to gather costs and options.

On August 3rd, the CAO and OS met with Canor Construction at the landfill to explain what we were looking for and how it could work. They recommend a 40 yard bin (sea container) split in two sections, one side for cardboard and the other side for plastic and cans. The other recommendation would be a 6 yard bin for glass recycling.

There are no costs for the bins themselves; the costs are when they are picked up as per chart below. The township would enter into a service agreement for these services and the agreement can be cancelled with 30 days notice.

Service Information

Service	Size	Frequency	Lift Rate	Landfill	Notes
Mixed Recycling	40 Yard	Monthly	\$655.00		
Mixed Recycling	40 Yard	Monthly	\$655.00	\$205.00/Tone	if to much waste in Recyclables
Glass Recycling	6 Yard	Monthly	\$365.00		
Glass Recycling	6 Yard	Monthly	\$365.00	\$205.00/Ton	if mixed with waste/other recyclables

It is the estimation of the CAO and OS that the bins would only need to be emptied 2-3 times per year. We would still be keeping our curbside pickup option for recycling but this would give another option to residents and hopefully reduce the amount of recycling that is still entering the landfill. Because we are so late in the year, there would be no costs for 2023 as the first pick up would not likely be until into the new year.

The CAO and OS feel this option would be of value for the minimal cost per year of \$2040 to \$3060 plus HST.

The other cost would be site preparation. Public works would have to build a retaining wall to hold back the bank so that people can throw the recycling into the top of the bin. There is a lack of supply for the large concrete blocks to build the retaining wall. The staff have been told that they may come in for the fall but to expect delivery in the spring. The 2023 landfill operating budget can cover the expense of about \$2,000 plus HST.

If the concrete blocks do not come in this fall, this project would not be operational until spring.

Proposed Motion:

Be it resolved that the Council of the Corporation of the Township of Chisholm agree to enter into a service agreement with Canor Construction to provide a recycling depot at the landfill site and further that the Mayor and CAO execute the agreement.

CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW NO. 2023-xx

Being a by-law for establishing a Conference, Training and Workshop Attendance Policy for members of the Council of the Corporation of the Township of Chisholm

WHEREAS Council's role is to develop and evaluate policies and programs of the municipality pursuant to Section 224 (b) of the Municipal Act, 2001 C. 25;

AND WHEREAS the Council of the Corporation of the Township of Chisholm recognizes the requirement for and benefits which accrue from effective training and development gained through attendance at conferences in order to keep up with current technology, procedures and best practices;

AND WHEREAS the Council of the Corporation of the Township of Chisholm desires to create an atmosphere that would encourage continued training and development within current duties and responsibilities at the same time being mindful of the annual budget;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Chisholm enacts as follows:

- 1) Definitions:
 - a. Conference is a meeting, often lasting a few days, which is organized on a particular subject or to bring together people who have a common interest.
 - b. Training is the process of learning the skills that you need for a particular job or activity.
 - c. Workshop is a period of discussion or practical work on a particular subject in which a group of people share their knowledge or experience.
- 2) Members of Council shall limit the number of offsite Conferences, Training and/or Workshops attended in any given year to a maximum of two (2). However, this number may be exceeded for extenuating circumstances by majority vote of Council and budget permitting.
- 3) No more than three (3) representatives of Council shall attend any one Conference. However, this number may be exceeded for extenuating circumstances by majority vote of Council and budget permitting.
- 4) Notwithstanding clause 2 and 3, in an emergency situation any councillor can replace another councillor even if two offsite conferences, training and/or workshops have been attended in that year. In the event that there is not enough time for a regular Council meeting to decide the replacement councillor, the Chief Administrative Officer will coordinate the replacement.
- 5) Attendance by members of Council at conferences is to be authorized by resolution of Council.
- 6) Key municipal conferences include, in no particular order:
 - Association of Municipalities of Ontario
 - Federation of Northern Ontario Municipalities
 - Ontario Good Roads Association
 - Rural Ontario Municipal Association
- 7) Members of Council attending conferences shall provide a written report upon their return.
- 8) The Municipality shall assume the following allowable expenses associated with attendance at approved conferences as per relevant by-laws:
 - Per diem Fees
 - Registration Fees
 - Transportation Costs or Mileage Allowance
 - Meals
 - Accommodation
 - Parking

- 9) Unless specifically approved by resolution, Council shall limit their attendance at Conferences to those occurring within the Province of Ontario.
- 10) Where there is sufficient interest in a particular topic, the development of in-house training programs will be considered.
- 11) By-law 2011-16 is hereby repealed.
- 12) This by-law will come into force on the date of passing.

Read a first, second and third time and passed this 12th day of September, 2023.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM
BY-LAW NO. 2023-XX

Being a By-law for establishing and maintaining a system for the disposal of solid waste at the Landfill Site of the Township of Chisholm.

WHEREAS the Corporation of the Township of Chisholm (The “Township”) is the owner and operator of the Landfill Site located at Lot 23, Concession 6, Parcel 13159, in the Township of Chisholm.

AND WHEREAS a single tier municipality may pass by-laws respecting various matters outlined in Section 10(2) of the Municipal Act, S.O. 2001, c.25.

AND WHEREAS the Municipality is authorized to regulate and inspect the use of any land or structures within the municipality of any defined area or areas thereof for dumping or disposing of garbage, refuse, or domestic or industrial waste of any kind;

AND WHEREAS the Council deems it desirable to regulate the disposal of garbage by way of recycling, home composting systems and in accordance with the Provisional Certificate of Approval, as amended, for the Landfill Site.

NOW THEREFORE the Municipal Council of the Corporation of the Township of Chisholm hereby enacts as follows:

1. **DEFINITIONS**

In this By-law,

- (a) **“Landfill Pass Card”** means a card provided to each resident or property owner to entitle same to deposit household garbage at Landfill Site.
- (b) **“Landfill Site”** means the Municipal Landfill Site located at 201 Fossmill Road on Lot 23, Concession 6, Parcel 13159 in the Township of Chisholm.
- (c) **“Recycling Area”** means all lands within the boundaries of the Township of Chisholm.
- (d) **“Recyclable Materials”** means newspaper and mixed paper, boxboard and corrugated cardboard, aluminum and steel cans, plastic and plastic containers meeting the specifications, glass bottles and jars, and Styrofoam and such other materials as may be designated from time to time.
- (e) **“Solid Waste”** means discarded materials which;
 - (i) Includes but not limited to garbage, refuse, domestic waste (food and kitchen waste, soiled paper/diapers, used containers), or municipal refuse as are designated in the regulations;
 - (ii) Do not contain any of the unacceptable substances or materials set forth in Schedule “C” to this By-law.

2. **LANDFILL SITE - ACCESS AND USE**

- (1) No person shall deposit or cause to be deposited waste originating from any place other than the Township of Chisholm at the Landfill Site.
- (2) No person shall dump or dispose of garbage, refuse, or waste other than between the times and dates as posted at the respective Landfill Site.
- (3) No person other than a resident, property owner or agent of same with proper landfill pass card may deposit waste at the Chisholm Landfill Site.

- (4) Household garbage will only be accepted when placed in clear or tinted bags, with the exception of one privacy bag, not larger than 20" x 22" in size, allowed in each large garbage bag. Bags must be adequately fastened so as to prevent spillage.
- (5) No person shall dispose of shingles at the Landfill Site without providing a copy of a Building Permit issued to the resident depositing shingles, unless permit was not required due to the nature of the work (i.e. – dismantling building less than 161 square feet or a small repair to an existing building) in which case the resident shall obtain a letter from the Building Official indicating that a building permit was not required. In addition to obtaining a building permit, a tipping fee will be charged for disposing of the shingles at the Landfill Site.
- (6) No person shall dump or dispose of dead animals, including fowl, or parts thereof, at the Landfill Site.
- (7) No person shall dump or dispose of noxious weeds at the Landfill Site at any time.
- (8) All metals, wood, construction and other acceptable materials are to be dumped only in areas provided for these purposes.
- (9) No incoming loads containing solid waste shall be admitted to the Landfill Site unless they are covered or otherwise securely bound.
- (10) (a) Effective December 1, 2009, the Township enforced a bag limit system, modified in November, 2015, limiting the number of bags of garbage to be deposited at the Landfill Site per year to the following:
 - 1) Household resident or owner – 78 bags per year;
 - 2) Commercial or industrial property owner, described as persons that pay commercial or industrial taxes or deemed to be a business by the Township – 975 bags per year for Booth Landing and Wasi Lodge; 390 bags per year for Clear Springs Golf Course; and 195 bags per year for all other commercial properties;
 - 3) Vacant land owners – 16 bags per year
- (b) New landfill pass cards will be issued annually to township residents.
- (c) Private garbage contractors are responsible for looking after their customers' landfill pass cards.
- (d) The Township shall allow residents to deposit one half-ton truck load or trailer load of waste, free of charge once a year at the Landfill Site on one of the following dates: the second Saturday in May, second Saturday in June and second Saturday in July. This free load of waste does not include bagged household garbage above the bag limit.
- (e) Notwithstanding Section 10(a) residents, commercial and industrial property owners, and vacant land owners may deposit more bags of garbage than the maximum limit per year. However, these additional bags would be subject to tipping fees outlined in Schedule "A" attached to and forming part of this by-law.
- (f) Material brought to the Landfill Site in half-ton trucks, trailers, and trucks and containers will not be accepted unless it is sorted and can be dumped in respective areas.
- (g) Companies delivering material to the Landfill Site in containers must provide the name and address of property owner from where waste material originated.
- (11) Any person depositing solid waste at the Landfill Site, other than household waste, bagged or in a suitable container, except the Chisholm Township's employees or agents while in the course of their duties as such, and private waste collectors

hauling household waste, bagged or in a suitable container, shall pay the tipping fees set forth in Schedule "A" attached to and forming part of this by-law.

- (12) No person shall use the Landfill Site except in compliance with the rules set forth in Schedules "B" & "C" attached to and forming part of this by-law.
- (13) Waste Disposal & Recycling Site hours of operation shall be:
 - (a) Summer Hours - Wednesday - 1:00 pm - 6:00 pm
Saturday - 8:00 am - 6:00 pm
(commencing with daylight savings time)
 - (b) Winter Hours - Wednesday - 1:00 pm - 5:00 pm
Saturday - 9:00 am - 5:00 pm
(commencing when daylight savings times ends)
- (14) Landfill Site is under the jurisdiction of the Operations Superintendent.

3. **CURBSIDE COLLECTION OF RECYCLABLE MATERIALS**

- (1) The occupants of each self-contained dwelling unit within the Recycling Area which receive curbside collection in the Township of Chisholm shall be permitted, in accordance with this section, to leave recyclable materials at the end of their driveways for collection once every second week according to a fixed schedule.
- (2) Recyclable materials left at curbside for collection shall have been placed within the container commonly known as a "Blue Box" or within such other appropriate container for recycling.
- (3) No person shall pick over, interfere with, disturb, remove or scatter any recyclable materials set out for collection. This clause shall not prevent, at any time, the collection of recyclable materials by persons authorized to do so by the Corporation of the Township of Chisholm.

4. **HOME COMPOSTING**

- (1) In this section, "Compost" means discarded organic material commonly referred to as compost, and includes leaves, grass clippings and kitchen waste.
- (2) The occupants of each self-contained dwelling unit in the Township of Chisholm shall be entitled, in accordance with this section, to keep and maintain containers and piles of non-putrid compost.
- (3) No container or pile of compost shall have a volume greater than two (2) cubic metres.
- (4) Compost shall consist of plant material only, and shall contain no animal matter.
- (5) Notwithstanding subsection (2), no person shall keep or maintain any container or pile of compost unless:
 - a. There is individual rear yard space, appurtenant to the self-contained dwelling unit, and the container or pile of compost is situated on such individual rear yard space; or
 - b. There is side yard space of at least eight (8) feet in perpendicular width appurtenant to the self-contained dwelling unit on which side yard does not abut the living accommodation of the dwelling unit and the container or pile of compost is situated in such side yard common area.

5. GENERAL PROVISIONS

- (1) No person shall deposit any materials in the Landfill Site owned by the Township of Chisholm except as may be expressly permitted in this by-law.
- (2) No person shall leave or deposit any solid waste on any land in the Township of Chisholm except as expressly permitted by this by-law.
- (3) No person shall place any recyclable material out for curbside collection within the Township of Chisholm except as may be expressly permitted in this by-law.
- (4) No person shall keep or maintain any container or pile of compost or any other decaying organic material on any property within the Township of Chisholm except as may be expressly permitted in this by-law.
- (5) The Landfill Site Attendant shall be permitted to inspect and approve or refuse any load prior to entering the Landfill Site.
- (6) All waste deposited at the Chisholm Landfill Site shall become the property of the Township of Chisholm and may be salvaged, retained, recycled, disposed of or otherwise dealt with by the Township of Chisholm as the Township of Chisholm may deem fit subject to the provisions of the Environmental Protection Act.

6. GENERAL NUISANCE

- (1) No person shall permit any solid waste to be blown or dropped from their premises or from their vehicle onto a public lane, highway or public highway in the Township of Chisholm.
- (2) No person shall pick over, disturb or scavenge any bundle, paper or articles placed at the curbside for removal except the collector appointed by the Township of Chisholm.
- (3) No person shall:
 - (a) allow garbage, solid waste, or other refuse to accumulate upon any premises;
 - (b) keep a garbage dump or receptacle for solid waste on their premises in such condition or in such location that the same is a nuisance or emits foul or offensive odours or harbours or attracts rats or other vermin;
 - (c) keep a garbage dump;
 - (d) dispose of the body of a dead animal in such way as for it to become a nuisance.
- (4) No person shall deposit any materials in the Landfill Site except as may be permitted in this by-law.
- (5) No person shall leave or deposit at the Landfill Site any appliance which contains a refrigerant substance.

7. PENALTIES

- (1) Every person who;
 - (a) Does anything which is prohibited by this by-law;
 - (b) Fails to comply with any order or direction given by a Municipal Official pursuant to this by-law;
 - (c) Omits to do anything required to be done by him/her under this by-law; or,

- (d) Otherwise contravenes any of the provisions of this by-law is guilty of an offence and shall upon conviction is liable to pay a penalty recoverable under the provisions of the Provincial Offences Act.
- (2) (a) Any person who deposits any waste at the Landfill Site contrary to this by-law may, in addition to any other penalties which may apply, be suspended from further access to the Landfill Site for any purpose by the Operations Superintendent or Alternate by written notice setting out the grounds for the suspension subject to a hearing before the Council to be held pursuant to the Statutory Powers Procedure Act.
- (b) The Council shall consider whether the suspended person will continue to contravene the by-law and may maintain or revoke the suspension subject to such conditions as it may determine.
- (3) Every person who contravenes any of the provisions of this by-law is guilty of an offence and shall, upon conviction thereof, pay a penalty of not more than Five Thousand (\$5,000.00) Dollars, exclusive of costs and such fine is recoverable under the Provincial Offences Act.
- (4) The tipping fees are outlined in Schedule “A” to this By-law.

8. REPEALS

By-law Number 2017-30 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 12TH DAY OF SEPTEMBER, 2023.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW 2023-XX

SCHEDULE "A"

1. The user fees charges for tipping services shall be as follows:

Half-ton truck	\$30.00 per load
Partial loads	At the discretion of the attendant
Trailers – Up to 8’ in length	\$30.00
- Over 8’ in length	\$40.00
- Up to 8’ hydraulic dump trailer	\$30.00
- Over 8’ hydraulic dump trailer	\$60.00
Single Axle Dump Truck	\$100.00
Tandem Truck	\$150.00
Tri-Axle Truck	\$200.00
Semi Dump Truck	\$350.00
Slide-Off Container – 20 cu. Metre	\$160.00
30 cu. Metre	\$240.00
40 cu. Metre	\$320.00
Over 40 cu. Metre	add \$8 per cu. Metre
Tires	Free
Appliances (Do not accept refrigerators or freezers not tagged.) (Doors must be removed from refrigerators and freezers.)	\$10.00 each
Furniture (per piece)	\$10.00 each
Single item building materials (such as window, door, drywall sheet, carpet roll)	\$5.00 each
Small Single Items	\$2 each
Mattress/ box spring (per piece)	\$10.00 each
Over limit garbage bags (Residential/farm property owners)	\$1.00 per bag
(Commercial/Industrial property owners)	\$3.00 per bag
Opening site outside regular hours	\$40 per hour over 3 hours – Minimum \$120
Landfill Pass Card Replacement	\$2.00
Clean Fill/Brush	Free
Electronic Waste	Free

The above-noted fees apply to all materials, other than bagged household waste, which is exempt from fees up to and including annual limit on pass card.

Material not sorted will not be accepted.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW 2023-XX

SCHEDULE "B"

LANDFILL SITE RULES

The following are the rules and regulations which govern the conduct of all those who enter the limits of the Landfill Site, and the specialized preparation, (acceptance criteria) and the disposal of permitted waste types, and everyone shall comply:

1. Waste loads entering the site must be tarped or securely tied down. Tarps and ties shall be removed at the staging areas and prior to the working face.
2. Contaminated soil and other suspect wastes may be required to undergo an Ontario Regulation 347, Schedule 4, Leachate Toxicity Test and/or slump test to determine its acceptability as a solid non-hazardous waste at the expense of the disposer.
3. Asbestos waste will be accepted for disposal if it is packaged and transported in accordance with Ontario Regulation 347.
4. All drums shall be empty, the tops and bottoms cut off and the drum crushed or flattened, before it will be accepted for disposal.
5. Scrap metal/fuel tanks shall be thoroughly drained, flushed and cut into sections before they will be accepted for disposal.
6. (a) All traffic control directions given by the Landfill Site Attendant or other site personnel shall be strictly observed.
(b) Drivers shall stay with vehicles.
7. (a) All posted traffic signs shall be strictly observed.
(b) No person shall operate a vehicle at more than 10 kilometres per hour at the Landfill Site.
8. There shall be no smoking or lit smoking material within the site. For this purpose the site is defined as all lands beyond the entrance gate to the site.
9. All vehicles (unless otherwise directed) shall come to a full stop at the Landfill Site Attendant's building for processing which shall include confirmation of residency, numbering of bags on landfill pass card and payment in full of the tipping fees when applicable.
10. No person shall scavenge or pick through waste.
11. No person shall, with the exception of staff, deposit any burning material or set any fire at the Landfill Site.
12. (a) No person shall discharge a firearm within the Landfill Site property.
(b) Notwithstanding subsection a), the By-law enforcement Officer for the Township of Chisholm may authorize the discharge of a firearm within the Chisholm Landfill Site property in order to deal with nuisance animals.
13. (a) No person shall place solid waste except in accordance with directions of the Landfill Site Attendant.

- (b) All solid waste, metals, tires, electronic waste, inert fill and all domestic, commercial and wood wastes delivered to the Landfill Site shall be deposited by the driver at the designated areas only.
- 14. Unless otherwise authorized in writing by the Operations Superintendent no person shall enter the Landfill Site when the site is designated to be closed.
- 15. Unless otherwise authorized in writing by the Operations Superintendent, no person shall enter the landfill site except during normal hours of operation which are:
 - (1) Every Saturday from April to October (when daylight savings time is on) between the hours of 8:00 a.m. and 6:00 p.m.;
 - (2) Every Wednesday from April to October (when daylight savings time is on) between the hours of 1:00 p.m. and 6:00 p.m.;
 - (3) Every Saturday from November to March (when daylight savings time is not on) between the hours of 9:00 a.m. and 5:00 p.m.;
 - (4) Every Wednesday from November to March (when daylight savings time is not on) between the hours of 1:00 p.m. and 5:00 p.m.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW 2023-XX

SCHEDULE "C"

CHISHOLM LANDFILL SITE – UNACCEPTABLE MATERIAL

No person shall dispose of any materials listed in Schedule C at the Chisholm Landfill Site without prior written consent of the Township and/or the Minister of Environment:

1. Pathological Waste from the Industrial, Commercial or Institutional Sectors, as defined and regulated in Regulation 347, under the Environmental Protection Act.
2. Biomedical Waste.
3. Hazardous and Liquid Waste, as defined and regulated in Regulation 347, under the Environmental Protection Act.
4. Liquid waste, as defined and regulated in Regulation 309, under the Environmental Protection Act.
5. All refrigeration equipment must be drained of ozone-damaging fluorocarbons and properly marked/tagged as such by a certified holder of ozone depletion prevention card before consent is granted for disposal.
6. All vehicular bodies and/or large parts thereof.
7. All household recyclable material.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Jennistine Leblond

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
Date: September 6, 2023
RE: Speed Limit By-law 2021-25

Council had made the decision in 2021 to standardize the speed limits in the township to be 60km/hr. They believed that this was a reasonable speed limit that would work for the township.

Signs were changed back in 2021 but a couple may have been missed at that time. As part of the modernization funding, we had purchased all new road signs. These signs came in at the end of 2022 and are slowly being installed when public works has down time. All the speed limit signs have been changed and the signs that were missed were replaced in the early spring of 2023.

It has been brought to my attention by a rate payer that there was an error on the 2021-25 by-law (attached to this memo) in that I forgot to repeal by-law 2011-04 being a speed limit by-law specifically for Hills Siding Road. There was a bylaw 2011-40 (being a speed limit by-law for Alderdale) that was repealed and because the numbers are so close, I missed the second one.

To correct this error, Council will need to officially repeal By-law 2011-04.

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW NO. 2021-25

Being a by-law to authorize the speed limits on certain highways within the Township of Chisholm.

WHEREAS section 128 of the Highway Traffic Act R.S.O 1990 Chapter H.8 (as amended) allows the Council of municipality to prescribe a speed limit on any highway under it's jurisdiction.

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

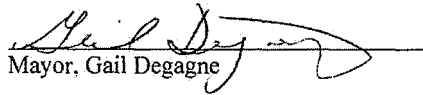
1. Unless otherwise hereinafter specifically provided, the maximum rate of speed which a Driver may operate a Motor Vehicle upon any highway within the township shall be sixty (60) kilometres per hour.
2. Only the following designated areas; playground zones, school zones, construction zones and bridges may have reduced speed zones of forty (40) kilometres per hour or lower, as signed.

That this by-law shall come into force upon the erection of the required signs.

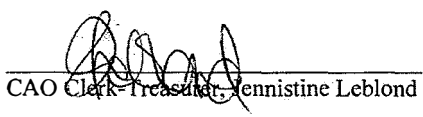
The penalties provided in subsection (14) of Section 128 of The Highway Traffic Act, as amended, shall apply to offences against this By-law.

That By-laws 2009-19, 2011-40, 2015-10 and 2017-33 are hereby repealed.

Read a first, second, and third time and passed this 13th day of July, 2021.



Mayor, Gail Degagne



CAO Clerk-Treasurer, Jennistine Leblond

THE CORPORATION OF THE TOWNSHIP OF CHISHOLM

BY-LAW NO. 2023-xx

BEING A BY-LAW TO REPEAL 2011-04

WHEREAS The Council of the Corporation of the Township of Chisholm deems it desirable to repeal By-Law 2011-04 being a by-law to decrease the rate of speed of motor vehicles for Hills Siding Road from the intersection of Alderdale to west to the boundary;

AND WHEREAS the Council of the Corporation of the Township of Chisholm created By-law 2021-25 being a by-law to authorize the speed limits on certain highways within the Township of Chisholm;

AND WHEREAS the Council of the Corporation of the Township of Chisholm intended all other by-laws pertaining to specific speed limits on township roads be repealed;

AND WHEREAS the Council of the Corporation of the Township of Chisholm missed repealing By-law 2011-04 when composing By-law 2021-25;

NOW THEREFORE the Council of the Corporation of the Township of Chisholm repeal By-Law 2011-04.

That this by-law shall come into force upon the signing of this by-law.

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS 12TH, DAY OF SEPTEMBER 2023.

Mayor, Gail Degagne

CAO Clerk Treasurer, Jennistine Leblond

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

MEMO

To: Council
From: Jenny Leblond
Date: September 5, 2023
RE: Property Standards Committee – Citizen participation

Council appointed Mayor Degagne and Councillor Sharp to the Property Standards Committee at the August 8th 2023 Regular Council Meeting.

Staff advertised in the August newsletter, as well as the township Facebook page, for membership of at least 2 members from the public to participate on the committee.

The CAO received 4 expressions of interest from the public. Because there is no set criteria for choosing the members of the public, the CAO is inclined to recommend all 4 applicants be approved because they are all very different in age, gender, education, occupation and length of time living in the township.

The applicants, in the order of receiving their expressions of interest, are:

Kendra Dehaan
Shauna Riley
Jason Leblond
Peter Cutler

Proposed Motion:

Be it resolved that Council of the Corporation of the Township of Chisholm appoint Kendra Dehaan, Shauna Riley, Jason Leblond and Peter Cutler to the Property Standards Committee as citizen representation.



Tel. 705-752-1990
Email robbnoon67@gmail.com

Noon Memorials Ltd.
770 Main St., N. Callander Ont. P0H1H0

Letter of Understanding

Between J.C. Noon Memorials and Township of Chisholm

This Letter of Understanding (LOU) sets out the terms and understanding between the J. C. Noon Memorials and the (partner) for the Upkeep (Grass Cutting, Trimming, Grave Digging and General Maintenance) of the Boxwell Cemetery for a 1 year term.

Responsibilities and Rates:

Boxwell Cemetery

Grass Cutting and Trimming: \$200.00

Grave Digging: Full Grave \$500.00 Weekdays, \$600.00 Weekends
Cremation \$270.00 Weekdays, \$370.00 Weekends
Double Cremation \$ 405.00 Weekdays, \$ 555.00 Weekends

General Maintenance: \$45.00 per hour to be determined by J. C. Noon Memorials and/or requested by the cemeteries.

Time and Reporting of Completed Work

Frequencies of Grass cutting, and Trimming will be done as determined by J. C. Noon Memorials or as requested by Astorville, Chiswick and Corbeil Cemeteries, usually every 2 to 3 weeks.

Grave digging will require 2 to 3 days' notice.

General maintenance will be completed while on cite for Grass Cutting, if required on other days a gas surcharge of \$50.00 will be added.

Signature

Signature

Date

Signature

Date