

**NORTH ALGONA WILBERFORCE TOWNSHIP
AGENDA
REGULAR MEETING OF COUNCIL
SEPTEMBER 15, 2020
7:00 PM**

NOTE: SUBMISSIONS RECEIVED FROM THE PUBLIC EITHER ORALLY OR IN WRITING MAY BECOME PART OF THE PUBLIC RECORD.

1. CALL TO ORDER
2. MOMENT OF REFLECTION
3. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
4. MAYORS ADDRESS

4.1 September 15, 2020

5. ADOPTION OF MINUTES

5.1 Regular Council Minutes September 1, 2020

6. DELEGATIONS

6.1 OPP -Pat DiSaverio, Detachment Commander / Staff Sergeant

7. REPORTS (NEW BUSINESS)

- 7.1 Public Works
- 7.2 Bonnechere Valley Request-arena
- 7.3 Reserves Update
- 7.4 COVID-19
- 7.5 Weekly Press Release

8. DEPARTMENTAL UPDATES

9. CORRESPONDENCE - ACTION AND NON-ACTION

Non-Action

- 9.1.1 Minister of Agriculture, Food & Rural Affairs
- 9.1.2 Municipality of Tweed
- 9.1.3 OPP Support letter
- 9.1.4 Charles Giesler letter

Action

- 9.2.1 GLOPOA swim area buoys
- 9.2.2 Digital Grant
- 9.2.3 Bonnechere Valley – CBO services/animal control
- 9.2.4 EDSC - letter

10. BY-LAWS

- 2020-79 Closure for Beatrice Bozena Parisien
- 2020-80 Restrictive Covenant for Beatrice Bozena Parisien
- 2020-81 Animals Running at Large

11. MATTERS OF URGENCY

12. NOTICE OF MOTION

13. REPORTS FROM COMMITTEES

14. UPCOMING MEETINGS AND UNFINISHED BUSINESS

Regular Council October 6, 2020 – 7:00 PM.

15. CLOSED SESSION

4 personal matters about an identifiable individual, including municipal or local board employees;

16. CONFIRMATORY BY- LAW

By-Law 2020 – 76 to confirm the proceedings of council.

17. ADJOURNMENT

Mayors Address

September 15, 2020

On September 04, 2020, I attended the Eganville Legion barbecue with Councillor Maria Robinson. During the barbecue Eganville Rotary Club presented a cheque from their fundraising committee, to the Eganville Legion for \$83,000.00 dollars. Thank you to all the residents who supported our local Legion with their generous donations.

Our new Meeting Management Software Program is being introduced to staff and Council at this meeting of September 15th, 2020. Training has been completed and we look forward to the efficiencies that this new program will provide.

At a special meeting of Council on September 10, 2020, Council agreed with the recommendation from our Volunteer Fire Department to include heavy extrication as part of the service provided to our residents. Council has approved \$60,000.00 from our efficiency funding reserve, budgeted for 2020, for the purchase of the necessary equipment.

Members of our Volunteer Fire Department are continuing with the renovations to the Golden Lake Fire Hall and are expecting to complete the work by early November. Over 300 hours of volunteer time have been invested in this project to date.

SEP 15 2020

4.1

**NORTH ALGONA WILBERFORCE TOWNSHIP
MINUTES
REGULAR MEETING OF COUNCIL
SEPTEMBER 1, 2020
7:00 PM**

PRESENT: Mayor Brose
Councillors: Melvin Berndt, Doug Buckwald, Janet Reiche-Schoenfeldt and Maria Robinson.

Staff: CAO/Clerk Andrew Sprunt Treasurer Daniel Burke, Accounts Clerk Karen Utronkie and Recording Secretary Laura Griffith

1. CALL TO ORDER

Mayor Brose called the Meeting to order at 7:00 pm.

2. MOMENT OF REFLECTION

Moment of Reflection was held.

3. CLOSED SESSION

MOVED BY Councillor Berndt 3.1

SECONDED BY Councillor Buckwald

THAT Council go into closed meeting at 7:00 pm pursuant to Section 239 (2) (b) of the Municipal Act for:

3 - personal matters about an identifiable individual, including municipal or local board employees;

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

MOVED BY Councillor Robinson 3.2

SECONDED BY Councillor Buckwald

That Council comes out of closed session at 7:32 pm.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

MOVED BY Councillor Buckwald 3.3

SECONDED BY Councillor Robinson

That Council directs staff to send the response letter to the resident discussed in closed session.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

MOVED BY Councillor Berndt 3.4
SECONDED BY Councillor Robinson

That staff implements the staff appreciation as directed by Council in closed session.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

4. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

5. MAYORS ADDRESS

As we move into September, we are preparing for our children returning to school. We know that this will be a new experience for all our parents, staff, and students, as we navigate challenges that COVID 19 has created. At the same time, we can gain some reassurance, from the fact that Renfrew County has resolved all of our positive COVID cases. We must remain diligent in our efforts to wear masks in public spaces where physical distancing isn't possible, especially as we will soon be entering our flu season.

Once again, on behalf of Council I want to thank our staff and recognize the excellent effort they have demonstrated in their flexibility and cooperation, adapting to their constantly changing workplace requirements, brought on by COVID. While some of the restrictions have been lifted, cleaning, hand washing, and masking are becoming the new normal in our daily interactions. In spite of the challenges, our staff has managed to complete their assignments, developing into a cohesive team, to move our Municipality forward.

Council has committed to advancing the development of the Wilkens Trail, engaging in discussions with our neighbouring municipalities on development opportunities and building a relationship with the Algonquins of Pikwakanagan.

Our Strategic Plan is nearing completion and we are looking forward to a presentation by TGT Solutions in September. TGT Solutions has facilitated the demonstration of an Asset Management Software Program, which can integrate with our budget and finance. Staff has finalized a contract for the purchase of a Meeting Management Program that will improve the efficiency of meeting preparation, improve communication, and provide easier access to information.

Work is progressing on the renovations and upgrades to our Golden Lake Fire Hall to address the health and safety concerns of our volunteers. This work has been completed by our Fire Department Volunteers who have contributed approximately two-hundred and fifty hours of labour to the project to date, this equates to more than \$5,500.00 in saved labour costs.

MOVED BY Councillor Berndt 5.1

SECONDED BY Councillor Robinson

THAT Council accepts the Mayors address as presented.

Councillor Buckwald	YES
Councillor Berndt	YES
Councillor Reiche-Schoenfeldt	YES
Councillor Robinson	YES
Mayor Brose	YES

Carried

6. ADOPTION OF MINUTES

6.1 Regular Council meeting August 18, 2020

6.2 Public meeting minutes August 18, 2020

MOVED BY Councillor Reiche-Schoenfeldt 6.1

SECONDED BY Councillor Robinson

THAT Council accepts the August 18,2020 Regular meeting minutes and the August 18,2020 Public meeting minutes as presented

Councillor Buckwald	YES
Councillor Berndt	YES
Councillor Reiche-Schoenfeldt	YES
Councillor Robinson	YES
Mayor Brose	YES

Carried

7. DELEGATIONS

None

8. REPORTS (NEW BUSINESS)

8.1 Public Works Update

A report was presented.

MOVED BY Councillor Berndt 8.1

SECONDED BY Councillor Buckwald

That Council accepts the Public Works report as presented.

Councillor Buckwald	YES
Councillor Berndt	YES
Councillor Reiche-Schoenfeldt	YES
Councillor Robinson	YES
Mayor Brose	YES

Carried

8.2 Mainstreet Grant Residual

A report was presented.

MOVED BY Councillor Buckwald 8.2

SECONDED BY Councillor Robinson

That Council authorizes the following project(s) with a cost not to exceed \$10,000.00.

Install an electronic sign already purchased with grant funds on the Golden Lake fire Department Building and install a second sign at Shaw Woods Municipal office.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

8.3 Wilkens Trail Committee
A report was presented.

MOVED BY Councillor Berndt 8.3
SECONDED BY Councillor Robinson

THAT Council accepts the Wilkens Trail report and redirects the committee to act as a “project committee” for the purpose of constructing a multi-use inclusive trail between Wilkens Road and Gurlitz Road.

And further the first order of business for the committee is to provide Council with a “moving forward” report.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

8.4 Correspondence – letters of support
A report was presented.

MOVED BY Councillor Buckwald 8.4
SECONDED BY Councillor Robinson

That, Council accepts the report as presented and directs staff to review all correspondence and only place new and relevant items in the “action” line on the agenda and that requests similar to actions previously taken by Council come to the agenda as “non-action” items.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

9. DEPARTMENTAL UPDATES
None

10. CORRESPONDENCE

Non-Action

- 10.1 1 – Resident letter
- 10.1.2 – County Council Report
- 10.1.3 – County of Renfrew – VTAC

10.1.4 – Community Safety & Well Being Planning
10.1.5 – Community Living Upper Ottawa Valley Golf Day

MOVED BY Councillor Berndt 10.1.1
SECONDED BY Councillor Reiche-Schoenfeldt
THAT Council accepts Correspondence items 10.1.1 – 10.1.4 as information.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

Action

10.2.1 City of Sarnia – Conditions in long term care homes

10.2.1 – City of St. Catherine's
MOVED BY Councillor Berndt 10.2.1
SECONDED BY Councillor Buckwald

Whereas the Township of North Algona Wilberforce received correspondence from the City of St. Catherine's with respect to support for the City of Toronto in their legal challenge of the amendments made under Provincial Bill 184 Section 83 (refusal for certain arrears of rent) BE IT RESOLVED that the Township of North Algona Wilberforce hereby supports their resolution passed on August 10, 2020; and
BE IT FURTHER RESOLVED THAT this resolution be sent to the Premiers Office, the Honorable Steve Clark, Minister of Municipal Affairs and Housing, MP Cheryl Gallant, MPP John Yakabuski and the city of St. Catherine's clerk Bonnie Nistico-Dunk.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

10.2.2 – City of Port Colborne

Whereas the Township of North Algona Wilberforce received correspondence from the City of Port Colborne with respect to Endorsement of Bill 164 – Protecting Vulnerable Persons in Supportive Living Accommodation Act, 2019.
BE IT RESOLVED that the Township of North Algona Wilberforce hereby supports their resolution passed on January 27, 2020; and
BE IT FURTHER RESOLVED THAT this resolution be sent to the Premiers Office, the Minister of Government and Consumer Services, the Minister of Health, the Minister of Children, Community, and Social Services, the Minister of Long -Term Care.

A mover and seconder to the resolution was not called.
The vote was called and the resolution was carried.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	

Councillor Robinson YES
Mayor Brose YES Carried

10.2.3 – Eganville Leader fall magazine advertising
MOVED BY Councillor Buckwald 10.2.3
SECONDED BY Councillor Reiche-Schoenfeldt

That Council advertise in the Discover the Valley this Fall magazine for the following ad rate:
Hibrite newsprint: Full page - \$395

Councillor Buckwald YES
Councillor Berndt YES
Councillor Reiche-Schoenfeldt YES
Councillor Robinson YES
Mayor Brose YES Carried

10.2.4 EDSNA – AGM invitation
An invitation was presented.

Direction was given to staff to register Mayor Brose for the AGM.

11. BY-LAWS

12. MATTERS OF URGENCY

13. NOTICE OF MOTION

43. REPORTS FROM COMMITTEES

15. UPCOMING MEETINGS AND UNFINISHED BUSINESS

15.1 August 18, 2020 finance report questions

The treasurer responded to questions he received regarding the budget to actual finance report from the August 18, 2020 Regular Council meeting.

Regular Council September 15, 2020 – 7:00 PM.

16. CLOSED SESSION IF REQUIRED

17. CONFIRMATORY BY-LAW

MOVED BY Councillor Berndt 17.

SECONDED BY Councillor Robinson

THAT By-Law 2020 – 74 being a By-Law to confirm the proceedings of Council for September 1, 2020.

Read a first and second time this 1st day of September 2020.

Read a third time and finally passed this 1st day of September 2020.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

18. ADJOURNMENT

MOVED BY Councillor Berndt 18.
SECONDED BY Councillor Buckwald
THAT this meeting of council adjourns at 8:27 pm.

Councillor Buckwald	YES	
Councillor Berndt	YES	
Councillor Reiche-Schoenfeldt	YES	
Councillor Robinson	YES	
Mayor Brose	YES	Carried

Mayor James Brose

CAO/Clerk Andrew Sprunt



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Public Works Report	Date: September 15, 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO, Ronnie O'Neill
	Department: Public Works

RECOMMENDATIONS:

That Council accepts the Public Works report.

BACKGROUND:

The new wobbly wheel attachment (Handy Hitch) for the motor grader has been installed. Operators are now training with the unit and trying it out on roads. It will take a little time to get used to the unit so there may be some roads that appear a little bumpy even after a grading. The unit will be a big part of the Townships maintenance program and will assist the longer life of a smooth road after a grading.

All truck operations for this winter will be based out of the Shaw Woods Yard. Golden Lake yard will only be used for sand and salt storage.

Sidewalk equipment will not be based out of Golden Lake, public works is exploring options for this winter.

Crews are working on base and hard surface repair on selected roads

Pothole patching is ongoing.

Sand and salt winter stockpiling is complete.

Staff are starting to prepare equipment for winter operations.

Roadside brushing is underway.

Washrooms at Golden Lake and Melisa Bishop will remain open until after Thanksgiving.

SEP 15 2020

7.1

**ALTERNATIVES:
FINANCIAL IMPLICATIONS:
ATTACHMENTS:
CONSULTATIONS:**

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Bonnechere Valley Request Revisited	Date: September 15 th 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO
	Department: Recreation

RECOMMENDATIONS:

That Council accepts the Recreation report.

And that, the Mayor be authorized to sign a letter indicating that the Township will not be providing a donation to the project as The township of Bonnechere Valley has access to funds provided by the province and will be getting the full \$20,000 as budgeted from the Township of North Algona Wilberforce.

BACKGROUND:

The Township of Bonnechere Valley made a request in a letter dated May 20th 2020 asking the Township of North Algona Wilberforce to donate funds for renovations in the form of hand dryers and the removal of a post in the main lobby of the arena. The letter was presented to council as correspondence. Council asked for more information from BV. In an email dated June 15, 2020 the CAO requested more information along with a question on whether there would be a contribution request reduction on the \$20,000 the Township contributes to the arena each year due to the lack of programming with the Covid-19 pandemic. There was a response to the request for more information, but no comment answering the question regarding a reduction in the Townships contribution. This information was relayed to Council when reviewing the minutes of the meeting where the correspondence was received. There was no further direction given by Council on the matter.

Bonnechere Valley has forwarded the letter again asking if Council is going to contribute.

Staff recommends that Council should make the full contribution of \$20,000 to The Township of Bonnechere Valley as budgeted. And further, to recommend that Bonnechere Valley claim the project component of the hand dryers as a Covid-19 expense and use funds provided by the province for such expenses. With the reduction in use of facilities by North Algona Wilberforce the annual contribution should be less. Providing the budgeted \$20,000 without a reduction should supply surplus moneys to contribute to the post removal.

SEP 15 2020

7.2

ALTERNATIVES:

FINANCIAL IMPLICATIONS: \$20,000 contribution budgeted Cheque will be issued in September as provided in 2019.

ATTACHMENTS:

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

The Corporation of the Township of Bonnechere Valley

49 Bonnechere Street East
P.O. Box 100
Eganville, Ontario K0J 1T0



Phone (613) 628-3101
Fax (613) 628-1336

May 20, 2020

Mayor James Brose, and
Members of North Algona Wilberforce Council
1091 Shaw Woods Rd
Eganville, ON K0J 1T0

Dear Mayor Brose,

I am writing this letter to you to make a request regarding a donation to our Arena. Our Arena needs some renovations for accessibility, efficiency and health and safety purposes. We are planning to install hand dryers in the washrooms and to remove the post in the middle of the lobby entrance doors.

With all the current revenue challenges we are short on funding for this project. Our estimates show a total cost of \$6,300. Council has asked that we to look for some contributions from Arena users.

A donation from our neighbouring Township will help to achieve our goal. We guarantee you to make proper use of the provided donated money. All the necessary accounts can be made accessible to you for your convenience.

Thank you,

Jennifer Murphy

Mayor Jennifer Murphy
Township of Bonnechere Valley



Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT

Title: Reserves	Date:	September 15, 2020
	Council/Committee:	Council
	Author:	Daniel Burke
	Department:	Administration

RECOMMENDATIONS: This report is for information purposes only

BACKGROUND: Council has requested an update on the reserve balances on hand and a history behind these reserves. The attached spreadsheet is provided with the best information available and balances reflect the audited balance as of December 31st, 2019. Council minutes were reviewed as far back as 2013 for documentation on the rationale for the creation of reserves.

ALTERNATIVES: NA

FINANCIAL IMPLICATIONS: NA

ATTACHMENTS: Reserve history

CONSULTATIONS: Mackillican & Associates Chartered Professional Accountants

Author: _____
signature

Other: _____
signature

Treasurer _____

C.A.O. _____

SEP 15 2020
7.3

Name	Balance on Hand December 31 2020	Rational (All council minutes back to 2013 have been reviewed for a rational for reserve transfers)
Election	\$4,500	The aim is to offset the cost the cost of running an election with a withdraw from reserves so that the financial impact is spread out over multiple years
Modernization Reserve	\$478,939	Created from an unrestricted provincial one-time grant received in 2019. The letter detailing the funding stipulates that it is unrestricted, however the intention is to find efficiencies in municipal government
Working Capital	\$1,242,840	This reserve is used as the parking lot for surpluses and deficits at the end on the year. It has grown substantially over the years (from \$136,000 in 2013) as we continue to come in with a surplus at the end of the year, largely caused by capital projects not being completed
Building Maintenance	\$10,000	Created in 2018 the intention is to spread out the financial impact of the cost of a major repair, such as replacing a roof, over multiple years.
Municipal Hall	\$40,000	Created in 2018 the intention is to spread out the financial impact of the cost of a major repair, such as replacing a roof, over multiple years.
New Fire Hall	\$160,000	Largely unchanged since 2013, was created to fund a new fire hall
Rankin Fire Department	\$15,000	Unchanged since 2013; intention unknown
Golden Lake fire Department	\$15,000	Unchanged since 2013; intention unknown
Rankin Fire Support Group	\$1,279	Unchanged since 2013; intention unknown To be closed.
Fire Working Funds	\$244,532	General fire reserves, this fund has been allocated surpluses and deficits accumulated in the fire depart budget over several years
Policing	\$20,000	Unchanged since 2013; intention unknown
Landfill	\$85,928	Unchanged since 2013; intention unknown
Shaw Woods Transfer Site	\$7,000	Created in 2018 the intention is to spread out the financial impact of the cost of a major repair over multiple years.

Berndt Rd Transfer Site	\$7,000	Created in 2018 the intention is to spread out the financial impact of the cost of a major repair over multiple years.
Safe Water	\$50,000	Unchanged since 2013; intention unknown
Doctor Recruitment	\$21,000	Created in 2014 and built up over the subsequent years, it is intended to help offset the financial impact of a major outlay for the doctor recruitment committee
Recreation General	\$4,000	Largely unchanged since 2013, it assumed its intention is unknown
Emergency Measures	\$4,326	In existence since 2013, it has had \$60,000 withdrawn from it in 2017
Equipment	\$16,100	Created in 2018, it is intended to fund the replacement of large equipment
2007 Sterling (#3)	\$60,000	Created in 2018, intended to fund the replacement of the vehicle
2007 Sterling (#4)	\$60,000	Created in 2018, intended to fund the replacement of the vehicle
T6 Truck	\$30,000	Created in 2018, intended to fund the replacement of the vehicle
T7 2013 GMC Dually	\$60,000	Created in 2018, intended to fund the replacement of the vehicle
T8 Chevy 3/4 ton	\$12,000	Created in 2018, intended to fund the replacement of the vehicle
T18 2018 Chev	\$13,000	Created in 2018, intended to fund the replacement of the vehicle
2007 JD Grader	\$62,000	Created in 2018, intended to fund the replacement of the vehicle
2008 Komatsu Loader	\$32,000	Created in 2018, intended to fund the replacement of the vehicle
2014 Volvo Loader	\$25,000	Created in 2018, intended to fund the replacement of the vehicle
2002 Volvo Loader	\$30,000	Created in 2018, intended to fund the replacement of the vehicle
1999 Float	\$7,000	Created in 2018, intended to fund the replacement of the vehicle
2012 JD Tractor	\$12,000	Created in 2018, intended to fund the replacement of the vehicle
2005 Kioti Tractor	\$10,000	Created in 2018, intended to fund the replacement of the vehicle
1999 International Tractor	\$10,000	Created in 2018, intended to fund the replacement of the vehicle

2019 GMC Pickup	\$5,000	Created in 2018, intended to fund the replacement of the vehicle
2019 Western Star	\$20,000	Created in 2018, intended to fund the replacement of the vehicle
Berndt Rd	\$20,000	Created 2016-2018, it is intended for road repairs
Shaw Woods Rd	\$40,000	Created 2016-2018, it is intended for road repairs
Sidewalk Reserve	\$14,000	Unchanged since 2013; intended for sidewalk repairs
Roads Reserve	\$638,660	Built up over a number of years, it intended for road repairs but not allocated to a specific road
Lot Development	\$8,907	Shoreline sales revenue held in a separate bank account
Total	\$3,597,011	Accumulated Net Surplus
Balance Consists Of:		
Cash	\$2,584,999	
Taxes Receivable	\$743,684	
Accounts Receivable	\$177,783	
Investments	\$556,374	
Accounts Payable	\$(198,728)	
Deferred Revenue	\$(305,323)	
Inventory	\$38,222	
	<u>\$3,597,011</u>	



Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT

Title: COVID-19 Expenses	Date:	September 15, 2020
	Council/Committee:	Council
	Author:	Karen Utronkie
	Department:	Treasury

RECOMMENDATIONS: This report is for information only.

BACKGROUND: The purpose of this report is to detail money spent on COVID-19 related costs as of August 31, 2020:

- Interest relief provided \$ 27,601.13
- Waste tag relief 10,034.00
- Wages 5,277.84
- Supplies 15,902.76
- TOTAL \$58,815.73

Further significant expenses will be incurred in 2020.

Under the newly announced Federal and Provincial Safe Restart Program the Township will receive \$110,900.00 for operating cost and pressures related to COVID-19. The Ministry has yet to confirm how they would like municipalities to report costs related to this funding, however, they have confirmed that municipalities who's expenses exceed their original funding allocation will be eligible for additional funding and the deadline to request this additional funding will be October 30, 2020. For those municipalities who do not spend their initial allocation of funding, the province expects a reserve will be created and the funds used in 2021. The final reporting for this funding has yet to be finalized, however it will be due March 2021.

ALTERNATIVES: NA

FINANCIAL IMPLICATIONS: NA

ATTACHMENTS: NA

CONSULTATIONS: NA

SEP 15 2020
7.4

Author: _____
signature

Other: _____
signature

Treasurer _____

C.A.O. _____



**Township of North Algona Wilberforce
COUNCIL / COMMITTEE REPORT**

Title: Weekly Press Release, Meet Your Council	Date: September 15 th 2020
	Council/Committee: Council
	Author: Andrew Sprunt CAO
	Department: Administration

RECOMMENDATIONS:

That Council accepts the Press Release report.

And that, all of Council submit a paragraph introducing themselves, their background and interests outside of Council to the CAO to be used in upcoming weekly media releases.

BACKGROUND:

With the Covid-19 restrictions and limited ability for Council to get out in public staff would like to recommend that the weekly Thursday press release could be used to showcase members of Council to the public.

It is envisioned that each Councilor would submit a paragraph highlighting their background and interests outside of Council. Added to the press release would be the Councilors picture and contact information.

The intent is to be a face to the name along with a brief bio. It is not intended to be a political platform, just an intro to let the public know their Councilors promotion. With COVID, virtual meetings and no public interaction it will be a very positive way to give the public the opportunity to meet their representatives.

ALTERNATIVES:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

CONSULTATIONS:

Author: _____
signature

Other: _____
signature

Treasurer _____
signature

C.A.O. _____
signature

SEP 15 2020

7.5

**Ministry of Agriculture,
Food and Rural Affairs**

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



August 31, 2020

Mayor James Brose
His Worship
Township of North Algona Wilberforce
jbrose@nalgonawil.com

Dear Mayor Brose:

Over the past 2 years, our government has heard from farmers, municipalities and the broader agriculture community about the threat of on-farm trespass activities. We have heard that farmers are worried for their own safety, the safety of their families, their employees as well as the safety of their animals.

We listened to your concerns, and back in December 2019, I was honoured to introduce the [Security from Trespass and Protecting Food Safety Act, 2020](#) and to act on our government's commitment to protect farmers, agri-food businesses, farm animals and our food supply from the risks of trespass activities. The Act received Royal Assent on June 18, 2020.

I appreciate the strong support that I have received from our stakeholder partners, like you, on such an important piece of legislation. The COVID-19 outbreak has shown us now more than ever, how important it is to have a steady, reliable food supply and to protect the health and safety of the agri-food workers who help feed us.

As you may be aware, we have recently seen a public safety situation grow more urgent. Earlier this summer a demonstrator tragically died outside a meat processing plant. Since then, we have seen heightened tensions leading to greater risks for everyone involved. This has created a significant public safety concern that must be addressed to ensure everyone's safety.

As a result, I am announcing today a partial proclamation of the [Security from Trespass and Protecting Food Safety Act, 2020](#) that will come into effect on Wednesday September 2, 2020 at 12:01AM to address these immediate public safety concerns.

.../2



Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1 Stone Road West, Guelph (Ontario) N1G 4Y2

SEP 15 2020
9.1.1

We are proclaiming sections 6(1), 7, 14(1)[3] and 15(1) of the Act, making it an offence to stop, hinder, obstruct or otherwise interfere with a motor vehicle transporting farm animals.

Regulation 950 under the [Provincial Offences Act \(POA\)](#) is also being amended so that tickets can be issued under Part I of the POA for a contravention of section 6(1) of the Act. This approach will allow for more immediate use of the relevant provisions to address the obstruction of motor vehicles transporting farm animals.

I am also pleased to inform you that a [Discussion Paper](#) has been posted on the regulatory registry, outlining the ministry's proposed approach for the regulatory items that are needed to make the rest of the Act come into force. It will be posted for public comment for 45 days, closing on October 15, 2020. Comments can also be sent directly by email to SecurityFromTrespass.OMAFRA@ontario.ca.

I understand the importance and urgency of this Act to many across the sector. However, before the remaining sections can be proclaimed into force, a number of items must be prescribed via a regulation to operationalize the Act. These regulations are needed to ensure the act is clear, easily interpreted and fulfils its intended purposes. It is important that we take the time to hear from those impacted so we can take those comments into consideration in finalizing the regulation.

The remaining sections of the Act come into force upon proclamation by the Lieutenant Governor in Council. Once fully proclaimed into force, the Act will recognize the unique risks associated with trespassing on farms and at processing facilities.

I strongly encourage you to provide feedback and comments on this discussion paper. Your insights are valuable as we work to ensure the Minister's Regulation and the Act are fair and reasonable while also meeting the needs of industry. Your input is an important contribution to help shape the content and design of the Minister's Regulation.

Again, thank you for your support. I look forward to working with you to create a safe and healthy Ontario for all.

Sincerely,



Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

Municipality of Tweed Council Meeting



Resolution No. 343
Title: County of Hastings and County of Lennox & Addington
Date: Tuesday, August 25, 2020

Moved by J. Flieler
Seconded by J. Palmateer

WHEREAS the Government of Canada passed the *Cannabis Act S.C. 2018, c. 16* legislation legalizing properties to grow a maximum of 4 plants without a licence; and
WHEREAS Health Canada issues licences for medicinal cannabis production that are specific to set properties without municipal consultation and regardless of land use zoning by-laws; and
WHEREAS pharmaceutical companies and industries are required to follow strict regulations and governing legislation to produce medicinal products including *Narcotic Control Regulations C.R.C., c 1041* and *Controlled Drugs and Substances Act (Police Enforcement) Regulations SOR/9-234*; and
WHEREAS Municipalities are authorized under the *Planning Act, R.S.O. 1990, C. P 13* to pass a comprehensive zoning by-law that is in compliance with the appropriate County Official Plan which must be in compliance with the Provincial Policy Statement, Under *The Planning Act, 2020*; and
WHEREAS the Provincial Policy Statement, Official Plan and Zoning By-Law in effect for each area is designed to secure the long-term safety and best use of the land, water and other natural resources found in that area's natural landscape; and
WHEREAS the Municipality of Tweed has passed *Comprehensive Zoning By-Law 2012-30* and further amended it by the *Cannabis Production By-Law 2018-42*, limiting cannabis production facilities to rural industrial zoned lands with required setbacks from residential zoned properties; and
WHEREAS the Municipality of Tweed has not been consulted by Health Canada prior to the issuance of licences for properties not in compliance with the Municipal zoning by-laws for a cannabis production facility; and
WHEREAS the Province needs to amend legislation to establish a new Provincial Offence Act fine regime that creates an offence(s) when unlicensed cannabis operations break planning and environmental regulations, ignore Building Code requirements and build without a permit at a fine of at least \$100,000 per offence;
NOW THEREFORE BE IT RESOLVED THAT the Municipality of Tweed requests that immediate action be taken by all levels of government for medical cannabis licencing to follow similar regulations and guidelines as all other pharmaceutical industries;
AND FURTHER, that the Association of Municipalities of Ontario advocate with the Federation of Canadian Municipalities for advocacy to the Government of Canada for similar regulations and guidelines for medical cannabis licencing in alignment with other pharmaceutical industries;
AND FURTHER, that the distribution of medical cannabis be controlled through pharmacies in consistency of all other medications;

SEP 15 2020
9.1.2

AND FURTHER, that Health Canada withhold licencing until the potential licence holder can provide evidence of acceptable zoning of the intended property in question;

AND FURTHER, that licenced locations be disclosed in advance to the municipalities hosting the licenced locations; and

AND FURTHER, that this resolution be circulated to the Prime Minister of Canada, Health Canada, the Premier of the Province of Ontario, the Minister of Municipal Affairs and Housing, the Ontario Provincial Police, the Association of Municipalities of Ontario, and all upper, lower and single tier municipalities within the Province of Ontario.

Carried

Defeated by a Tie

Defeated

Mayor

Jo Anne Albert

Ontario
Provincial
Police

Police
provinciale de
l'Ontario



Killaloe Detachment
(Whitney Det. Satellite)
15368 Hwy. 60, RR2
Killaloe, ON K0J 2A0
KTel: (613) 757-2600 Fax: (613) 757-2173
WTel: (613) 637-2622 Fax: (613) 637-2631

File Reference: 7900-10

September 09, 2020

North Algona Wilberforce Township
Attention: Mayor James Brose
1091 Shaw Woods Road
RR#1 Eganville, Ontario K0J 1T0

RE: Expansion of 70 km/h Zone, Highway 60 through Deacon, North Algona Wilberforce Township

Dear Mayor Brose,

I am confirming receipt of your correspondence submitted to the Honorable Caroline Mulroney, Ministry of Transportation dated July 23, 2020 in relation to your request to:

- Expand the current maximum 70 km/h zone of Highway 60 that travels through Deacon to include the area between Krantz Road and McMillan Road; and,
- Change the currently existing dotted line on the highway's passing zones to solid lines throughout the entire 70 km/h zone (both the existing 70 km/h zone and the area being requested to be reduced to a 70 km/h zone).

The Ontario Provincial Police Killaloe Detachment can attest to the significant increased vehicle and pedestrian traffic that the aforementioned area of Deacon experiences from the spring to the fall seasons.

OPP Killaloe supports your request made to the Ministry of Transportation.

Thank you.

Pat DiSaverio

Pat DiSaverio
Detachment Commander / Staff Sergeant
Killaloe Detachment
ONTARIO PROVINCIAL POLICE

SEP 15 2020
9.1.3

Friday September 11th 2020

Your Worship Mayor Brose and members of Council,

I am a resident of the Township and live on Gurlitz Road. I would like to have the opportunity to present my concerns to Council regarding the Wilkens Trail at an upcoming Council meeting.

Charles Giesler

Signed



SEP 15 2020

9.14

Chief Administrative Officer

Township of North Algona Wilberforce

From: Natalie Corbin <nataliercorbin@gmail.com>

Sent: Saturday, August 22, 2020 3:33 PM

To: Andrew Sprunt <cao@nalgonawil.com>; OHARA <kateandjack@rogers.com>; dave <dave@familyclark.ca>

Subject: Golden LAke beach

Hi Andrew,

My name is Natalie Corbin, and I am the Lake Steward for Golden Lake.

I'm also happy to say a North Algona Wilberforce resident as well.

The GLPOA held a meeting today, and we have an area of concern that keeps coming up that we feel needs addressing.

The public boat launch/Beach on Island view drive has been heavily used this year (I also live on the road) which is fantastic, BUT it is very shallow there and many folks walk way out and are swimming in what we call "the narrows" we have personally witnessed a few near misses, and others have voiced concern over witnessing the same of boat vs.swimmer.

I'm hoping the township will help us out, in providing a "swim area" buoy to help identify new boaters on the lake that swimmers could be nearby. Buoys are policed by the ministry of transportation, and they must meet certain requirements. (which you are probably aware of)

So I'm asking to see if the township would be able to support us by purchasing the appropriate buoy to deter a potential issue. I have copied Kate O'hara on this email as well. She is not only our President, but our queen of insurance, so I'm sure the two of you could chat.

The buoy in the pictures is about \$360. The sticker about \$60

I look forward to hearing from you!

Natalie

SEP 15 2020

9.2.1

Andrew Sprunt

From: Natalie Corbin <nataliercorbin@gmail.com>
Sent: Saturday, August 29, 2020 11:39 AM
To: Andrew Sprunt
Cc: OHARA; dave; James Brose; Laura Griffith
Subject: Re: Golden LAke beach
Attachments: image001.png; image002.png

Wonderful news Andrew!

Thank you very much for considering to help.

Kate and I joined a webinar on bouys, water marking, etc by the MTO. Turns out, municipalities need to apply for a VORR (vessel operation restriction regulation) with them in order for it to be enforceable by the OPP.

They have a process that can take many months as it includes community consultation. They sound like an easy group to work with.

Just wanted to keep you in the loop. I am waiting for them to get back to me, and I will forward info to you as soon as I get it.

In the meantime (I know they are also working at reduced capacity so it might take a while) if you and anyone from the township would like to meet on-site, just let me know!

Natalie

Lake Steward for GLPOA

613 697 1143

On Tue., Aug. 25, 2020, 7:48 a.m. Andrew Sprunt, <cao@nalgona.wil.com> wrote:

Good morning Natalie,

Apologies for the tardy reply, just getting to my weekend emails now.

The warning marker is a great suggestion and the Township should consider them for all major swimming areas.

Given the time of year, late summer, this should be a 2021 initiative. I will bring your email forward to Council during budget discussions and suggest that markers be planned for all major swim areas.

Thank you for your suggestion and I look forward to working with you in the future.

Andrew Sprunt



Digital Service Squad 2020 Grant Program FAQs

What is a Main Street?

Official Plan's define a **Main Street** as the following:

A commercial street with strong pedestrian orientation, accessible to the adjacent community and containing a mix of uses (stores, community facilities, apartments, etc.).

Rural communities who have a commercial crossroads, may not follow the typical 'main street' definition, but they must have a commercially zoned main street area. (Highway Commercial)

Further, they are defined as "streets that offer some of the most significant opportunities in the city for intensification through more compact forms of development, a lively mix of uses and a pedestrian-friendly environment."

What is a Digital Service Squad and what do they do?

As part of the Digital Main Street Grant program, funded by the Government of Canada and the Province of Ontario, partnered with the Toronto Association of BIAs (TABIA), and administered by the Ontario BIA Association (OBIAA), Digital Service Squads (DSS) are a **free resource** of trained digital technology specialists situated throughout Ontario who will deliver personalized, one-on-one assistance designed to help main street small businesses navigate new tools and maximize their return on investment.

These trained specialists meet with small businesses, at no cost, to help them complete an online assessment, and introduce them to online training modules to build their knowledge and skills. They can also assist with the development of their Digital Transformation Plan (DTP) and then help them apply for a one-time \$2,500 grant to implement it. This one-on-one DSS assistance includes support for basic website set-up, Google My Business profiles, 360° photos, digital storefront set-up with e-commerce, creation or enhancement of social media presence, and much more. Under COVID-19 conditions however, these DSS members would provide outreach and one-on-one support through phone calls and video-based (Zoom) calls.

SEP 15 2020
9.2.2



DSSG 2020 Program FAQs *Continued*

What is the grant for?

Setting up a Digital Service Squad takes time and money. The Government of Canada and the Province of Ontario has provided funding to help cover the costs to develop, train and implement these squads. The objectives of the Digital Service Squad Grant (DSSG) program:



Digital Knowledge

To provide main street small businesses with resources, training, and support for the adoption of digital technologies.



DSS Support

To provide individual BIAs or municipalities without a BIA, with contributions to facilitate a DSS formation within their city.



City-wide DSS Partnership

To provide opportunity for collaboration among existing BIAs, municipalities, Chambers of Commerce, or Small Enterprise Business Centres through the creation of a partnership to form a city-wide or regional DSS.

Who is eligible for the Digital Service Squad Grant (DSSG)?

A DSSG grant is open to applicants that meet the following requirements:

- Is a BIA located in Ontario or;
- Is a municipality, Chamber of Commerce or Small Business Enterprise Centre in an area where there are no BIAs present, and is located in Ontario or;
- Is an area where one of the following may apply on behalf of a collaborative partnership that includes: a BIA, a municipality, a Chamber of Commerce, and/or a Small Enterprise Centre with multiple BIAs.

Additional Criteria:

- Must have the **infrastructure** to administer the goals of the project.
- Must **submit** all costs, including all contracts and copies of original receipts, within 30 days of the grant agreement end date.
- Must **submit a summary** of all costs, less any applicable HST rebate or discount
- Must commit to completing all **required reporting** and all HubSpot data entry by stated due date.
- Must have support, in writing, from all (partner) areas being covered
- Preference will be given to applicants who intend to hire **university/college** students as their squad members.



DSSG 2020 Program FAQs *Continued*

NOTE: Applications will be assessed based on:

- The strength of implementation.
- The administrative infrastructure and ongoing management of the squads
- The financial controls to administer the grants.

All applicants must complete the DSS application template that provides details of the following:

- The eligible BIA or municipal catchment area
- The number of eligible businesses to be served,
- The number of potential hires (FT/PT)
- The project timeline
- Full budget breakdown

Can prior DSS grant recipients apply for this new round of funding?

Prior DSS grant recipients may be eligible to apply provided they meet one of the following requirements:

- the first DSS grant project is **complete**. This includes, but is not limited to, up-to-date and thorough HubSpot data entry for all business interactions and a completed DSS Final Report that has been submitted to the OBIAA office along with all supporting expenditure receipts; or
- the first project is not yet complete, but will be **expanded** to cover additional businesses and additional squad members to be hired; or
- the first project is not yet complete, but the applicant wishes to continue the program beyond the completion date. They must then submit a timeline for the final reporting of prior grant funds.

All other criteria noted above apply, PLUS prior DSS grant recipients **must** also include the following with their application:

- Number of business served in the **prior grant** program and indicate the number of **new** businesses estimated to be served under the new project
- The need to purchase new equipment, if required equipment was purchased as part of the prior grant program.



DSSG 2020 Program FAQs *Continued*

What is available through the grant?

- Exact funding amount per applicant is based on the number of qualified main street small businesses using a multiplier of \$250 per eligible business.
- Grant minimum of \$5,000 to a maximum of \$150,000 to eligible applicants approved for DSS support.
- Maximum grants as follows (based on eligible main street small businesses in the catchment area):
 - To Under 100 businesses maximum \$25,000
 - 100 – 200 businesses maximum \$50,000
 - 201 – 300 businesses maximum \$75,000
 - 301 – 400 businesses maximum \$100,000
 - 401 – 500 businesses maximum \$125,000
 - 501 – 600 businesses maximum \$150,000
- Applicants must include the number of eligible businesses (potential reach) per application
- Flexibility exists for outlier areas that are not accurately represented by the criteria.

What can the grant be spent on?

The eligible costs that can be offset by the grant are staffing costs, equipment costs, marketing material, and travel expenses.

More specifically, eligible costs include the following and exclude applicable HST discount/rebate:

- **Equipment** (limited to \$1,200 per squad member):
 - **Chromebook** or equivalent
 - **360-degree camera kit**
 - > Ricoh Theta S 360 Degree Camera or equivalent
 - > Anker Battery Pack or equivalent
 - > Tripod or equivalent
 - **Mobile Hot Spot** or equivalent up to a maximum of \$200.00 (monthly service costs not included and are not eligible costs)
- **Marketing** (printing/distributing postcards/flyers promoting the service locally)
- **Travel** costs based on the posted provincial mileage rate (only applicable to outlier areas and applicants who cover multiple cities)
- **Cell phone** costs for squad members (\$50/month maximum)
- **Zoom** charges
- **Squad Member Salary/Wages/Contract Fees**
 - > Preference to graduate or undergraduate students



DSSG 2020 Program FAQs *Continued*

What costs are not eligible?

The eligible costs that can be offset by the grant are staffing costs, equipment costs, marketing material, and travel expenses.

- Unnecessary or excessive equipment
- Administrative costs
- Repayment of other loans, past debts, software, repair of existing equipment
- Existing staff salary – i.e. paying a current full-time member of your team to execute the role of a Digital Service Squad team member
- Costs of land, building or vehicle purchase
- Costs of intangible assets such a goodwill, whether capitalized or expensed
- Depreciation or amortization expenses
- Interest on invested capital, bonds, or debentures
- Bond discount
- Monthly mortgage, loan and rent payments
- Refinancing of an existing debt
- Losses on investments, bad debts, and any other debts
- Fines or penalties
- Costs related to litigation
- Fees for administrators including payments to any member or officer of the Recipient's Board of Directors
- Opportunity costs
- Hospitality and entertainment costs
- Franchise fees and/or franchise license costs
- Lobbyist fees
- New capital expenditures
- 3rd party webinar costs
- Video production costs
- Retroactive or in-progress costs – i.e., costs for any work completed or started before the grant agreement date
- Website for the BIA – no EXCEPTIONS

How do we apply?

Applications for DSSG begin on July 1, 2020 and will continue to be accepted until October 31, 2020. For entities applying for a grant, the process is as follows:

- 1** Go to www.digitalmainstreet.ca/ontariogrants/ and complete an online profile.
- 2** Complete an application form to include:
 - Organizational structure and define who will be responsible for the administration of the contribution funds, along with applicable contact info.
 - Include details of any partnership formed for the purposes of executing the grant and copies of any applicable partnership agreements or Memoranda of Understanding
 - Describe the geographic area including the number of BIAs (if applicable)
 - Number of eligible businesses to be served
 - An action plan to include a timeline for:
 - executing the project within the designated area
 - hiring and training DSS members
 - hosting DSS launch event/informational sessions for promoting DSS members, if applicable
 - issuing press release, if applicable
 - purchasing equipment, if applicable
 - partnership informational sessions for promoting the squad services in the area
 - Any academic partnerships who will assist with potential student hires
 - A detailed budget to include a narrative on how the funds will be used





DSSG 2020 Program FAQs *Continued*

How long does it take for a DSSG application to be reviewed/ approved?

Once submitted, OBIAA will review the application to ensure all requirements are met. The Grants Manager will follow-up with the applicant if there are questions about the application. This review process should take approximately five (5) business days **Once the final review is completed, OBIAA will:**

- Contact the applicant by email and inform them they are approved
- Review all conditions of the contribution with the applicant, including disclosure of information to the Federal Government
- Issue a DSSG agreement that must be signed within five (5) business days
- **NOTE:** work can begin and costs can be incurred once the DSS Grant agreement is signed back.

When will we receive the grant funds?

Upon receipt of the signed agreement, OBIAA will contact the applicant to verify method of payment: EFT, e-Transfer, or cheque. Payment will be issued within one week.

What other responsibilities should we be aware of under the DSSG agreement?

All requirements will be detailed in the DSSG agreement, but approved applicants should pay particular attention to the following reporting requirements:

- All applicants **must use the HubSpot CRM to track all businesses contacted and served** within the project period
- All projects and reporting must be completed no later than February 28th, 2021
- All approved applicants must submit copies of all original receipts to support expenditures as outlined in their budget by the due date in their agreement
- All receipts should be net of any applicable HST discount or rebate
- A summary sheet detailing the total of all receipts (less HST) must be included
- Any budget shortfalls are payable and must be returned to OBIAA upon final reconciliation of the budget.

Is there a job description for a Digital Service Squad member?

Yes. OBIAA can provide a generic job description for a DSS member that each BIA/municipality is free to modify depending on the responsibilities you want to assign to your squad member(s) and your overall expectations of the role. The job description is available to download from the Campaign-in-a-Box page of the OBIAA website. Local health guidelines allowing, the expectation is for squad members to go door-to-door to introduce themselves and to better serve the local businesses one-on-one. The job description does note the possibility of working remotely during COVID-19.





DSSG 2020 Program FAQs *Continued*

Are there guidelines for hiring a DSS member and will training be provided?

Yes and yes. Once you are ready to begin the hiring process and to make sure you are on the right track, OBIAA will make a virtual introduction to our DSS team leader/trainer. She can guide you through the DSS hiring and squad member on-boarding.

There is mandatory DSS training once you have your squad member(s) in place. DSS members have the option of doing the training via a half-day LIVE webinar or travelling to Toronto for an in-person session. Given current COVID-19 restrictions, it is likely that most training will take place remotely via webinar.

DSS training webinars are usually scheduled every Tuesday and Thursday from 10 a.m. to 1 p.m. and ideally, should be scheduled two (2) weeks in advance. The “Kick off DSS training” is not on hard skills – we share best practices and procedures that have been working well over the last four years. It will provide a comprehensive overview of the Digital Service Squad conduct, the Digital Service Squad Toolkit, Digital Main Street best practices (including COVID-19 and other safety precautions), and the daily HubSpot reporting requirements. We have several different DSS teams across Ontario, and we need to ensure that all DSS members perform consistently, but will allow for local adjustments as required. **NOTE: All DSS Administrators must take the DSS mandatory training alongside their DSS member(s)**

Is there any marketing support material available for our DSS members?

Yes. To help your DSS member(s) better serve your local businesses and promote the Digital Transformation Grant, OBIAA has developed a set of marketing tools and handouts, collectively called the Campaign-in-a-Box (CIAB). Some handouts are designed to be a template that you can customize with your local messaging and contact details. These digital/downloadable pieces can be found at <https://obiaa.com/projects/digital-main-street-2/campaign-in-a-box/>

Also, in development is a “How to Apply” video that can be downloaded and posted to your website. It is a handy tool for your DSS members, designed to take Digital Transformation Grant applicants through the step-by-step process of applying for the grant. It will be posted on CIAB page in late August 2020.

Can DSS Grant funds be used to build a marketplace website?

No. Squad members can help the individual businesses develop a better presence on these marketplace sites, but a squad member’s time cannot be used to build the marketplace website. The Digital Service Squad’s work is to help businesses; this is not a direct to BIA grant.



DSSG 2020 Program FAQs *Continued*

Can we re-hire the same DSS member we used last time?

Yes, provided they are not an existing staff member. DSS members must be NET NEW HIRES. The only exception to this requirement is in situations where a current part-time staff member may be increased to full-time to take on DSS responsibilities, but wages must be tracked separately. If it is not possible to source university/college graduates/undergraduates as DSS members, contracting a third-party tech company is allowed, but all new DSS members must participate in the mandatory DSS training.

Is there an easy way for a business to determine which Digital Main Street program (ShopHERE, Digital Main Street Ontario Grants, Future Proofing) to apply for or can they apply for all three?

The Three Programs Available

Digital Transformation Grants

A program that provides businesses with grant funding for digital transformation. Good for any business that meets the eligibility criteria and is looking for financial support to implement transformation.

ShopHERE powered by Google

A program that provides independent small businesses and artists with a quick, easy, and no-cost way to get selling online right away. If a business is looking for a transactional website and to sell on Shopify, this is a good fit.

Future Proofing

A program delivered in partnership with Communitech and Invest Ottawa that helps businesses identify new markets, pivot their business model, and develop and implement a deep digital transformation plan. More information to follow in the coming weeks.

Important Note:

All programs are independent of each other, albeit very complementary. There is nothing prohibiting a business from going through all three programs, if they qualify, and there is no specific order in which a business needs to approach the programs.

How can I learn more?

Visit digitalmainstreet.ca/ontariogrants for more information on timing and instructions for applying for Digital Transformation Grant.



The Corporation of the Township of Bonnechere Valley

49 Bonnechere Street East
P.O. Box 100
Eganville, Ontario K0J 1T0



Phone (613) 628-3101
Fax (613) 628-1336

September 8, 2020

Township of North Algona Wilberforce
1091 Shaw Woods Rd
Eganville, ON K0J 1T0

Re: Chief Building Official Services

Mayor and Members of Council,

Further to your letter dated August 19th 2020, reviewed by Council at the September 1st Council meeting, this letter will confirm that the Township of Bonnechere Valley accepts your termination notice of the agreement for Chief Building Official Services and hereby proposes to terminate the agreement as of December 31st, 2020. Please confirm your acceptance of this termination period.

Further to the above we would appreciate the opportunity to continue shared services for Animal Control and By-Law Enforcement and have included 2 draft agreements regarding these services for your consideration.

Thank you,

Annette Gilchrist

Annette Gilchrist, CAO
Township of Bonnechere Valley

c.c. CAO Andrew Sprunt

SEP 15 2020

9.2.3

**THE CORPORATION OF
THE TOWNSHIP OF BONNECHERE VALLEY
BY-LAW NO. 2020-
BEING A BY-LAW TO ENTER INTO AN AGREEMENT
TO PROVIDE ANIMAL CONTROL SERVICES
TO THE TOWNSHIP OF NORTH ALGONA WILBERFORCE**

WHEREAS Council deems it necessary to enter into an agreement with the Township of North Algona Wilberforce for the provisions of enforcing animal control By Laws;

NOW THEREFORE, the Council of the Corporation of the Township of Bonnechere Valley enacts as follows:

1. The Township of Bonnechere Valley provide Animal Control Services to the Township of North Algona Wilberforce when required;
2. That the Mayor and Clerk are hereby authorized to enter into an agreement on behalf of The Corporation, which agreement is attached hereto and that they further be authorized to execute the said agreement;
3. That the said agreement marked as Appendix "A" shall form part of this By-Law;
4. This By-Law shall come into force and take effect on December 1st, 2020.

READ A FIRST & SECOND TIME THIS TH DAY OF

READ A THIRD TIME AND PASSED THIS TH DAY OF

Jennifer Murphy, Mayor

Annette Gilchrist, CAO

**THE CORPORATION OF
THE TOWNSHIP OF BONNECHERE VALLEY
BY-LAW NO. 2020**

**BEING A BY-LAW TO ENTER INTO AN AGREEMENT
TO PROVIDE ANIMAL CONTROL SERVICES
TO THE TOWNSHIP OF NORTH ALGONA WILBERFORCE**

SCHEDULE "A"

**ANIMAL CONTROL SERVICES AGREEMENT BETWEEN
THE CORPORATION OF THE TOWNSHIP OF BONNECHERE VALLEY**

AND

THE CORPORATION OF THE TOWNSHIP OF NORTH ALGONA WILBERFORCE

WHEREAS it has been recognized that the need exists for the appointment of someone to perform animal control services in the Township of North Algona Wilberforce

AND WHEREAS, the Township of Bonnechere Valley has an Animal Control Officer under its employ;

AND WHEREAS, the Township of Bonnechere Valley has committed to provide such animal control services to the Township of North Algona Wilberforce under this agreement;

NOW THEREFORE, the Township of Bonnechere Valley and the Township of North Algona Wilberforce agree that:

1. The Township of Bonnechere Valley shall:
 - a. Provide an Animal Control Officer to provide services when required;
 - b. Invoice the Township of North Algona Wilberforce after each incident and provide the address of the infraction for each incident.
2. The Township of North Algona Wilberforce will under this agreement pay to the Township of Bonnechere Valley:
 - a. An administration fee of Twenty-Five Dollar (\$25.00) per incident plus;
 - b. An hourly rate times the number of hours taken to perform the call rounded to the nearest 15-minute interval to a maximum of 2 hours per incident and mileage at a rate of \$0.55 per km.
3. It is further agreed that:
 - a. That the Service fees shall be reviewed and adjusted as necessary to reflect the actual costs of the services;
 - b. The parties reserve the right to opt out of this agreement by giving a minimum of 90 days' notice of intent to terminate.

Signed this ____ day of _____, 2020

Mayor James Brose

Mayor Jennifer Murphy

Andrew Sprunt, CAO

Annette Gilchrist, CAO

**THE CORPORATION OF
THE TOWNSHIP OF BONNECHERE VALLEY
BY-LAW NO. 2020**

**BEING A BY-LAW TO ENTER INTO AN AGREEMENT TO RECEIVE
BY-LAW ENFORCEMENT SERVICES FROM THE TOWNSHIP OF NORTH
ALGONA WILBERFORCE**

WHEREAS Council deems it necessary to enter into an agreement with the Township of NORTH ALGONA WILBERFORCE for the provisions of enforcing By-Laws;

NOW THEREFORE, the Council of the Corporation of the Township of Bonnechere Valley enacts as follows:

1. The Township of North Algona Wilberforce provide By-Law Enforcement Services to the Township of Bonnechere Valley when required;
2. That the Mayor and Clerk are hereby authorized to enter into an agreement on behalf of The Corporation, which agreement is attached hereto and that they further be authorized to execute the said agreement;
3. That the said agreement marked as Appendix "A" shall form part of this By-Law;
4. This By-Law shall come into force and take effect on December 1st, 2020

READ A FIRST & SECOND TIME THIS ^H DAY OF

READ A THIRD TIME AND PASSED THIS DAY OF

Jennifer Murphy, Mayor

Annette Gilchrist, CAO

**THE CORPORATION OF
THE TOWNSHIP OF BONNECHERE VALLEY
BY-LAW NO. 2020**

**BEING A BY-LAW TO ENTER INTO AN AGREEMENT TO RECEIVE
BY-LAW ENFORCEMENT SERVICES FROM THE
TOWNSHIP OF NORTH ALGONA WILBERFORCE**

SCHEDULE "A"

**BY-LAW ENFORCEMENT SERVICES AGREEMENT BETWEEN
THE CORPORATION OF THE TOWNSHIP OF BONNECHERE VALLEY**

AND

THE CORPORATION OF THE TOWNSHIP OF NORTH ALGONA WILBERFORCE

WHEREAS it has been recognized that the need exists for the appointment of someone to perform the enforcement of By-Laws in the Township of Bonnechere Valley;

AND WHEREAS, the Township of North Algona Wilberforce has a By-Law Enforcement Officer under its employ;

AND WHEREAS, the Township of North Algona Wilberforce has committed to provide such enforcement services to the Township of Bonnechere Valley under this agreement;

NOW THEREFORE, the Township of Bonnechere Valley and the Township of NORTH ALGONA WILBERFORCE agree that:

1. The Township of North Algona Wilberforce shall:
 - a. Provide a By-Law Enforcement Officer to provide enforcement services when required;
 - b. Invoice the Township of Bonnechere Valley after each incident and provide the address of the infraction for each incident.
2. The Township of Bonnechere Valley will under this agreement pay to the Township of North Algona Wilberforce:
 - a. An administration fee of Twenty-Five Dollar (\$25.00) per incident plus;
 - b. An hourly rate times the number of hours taken to perform the call rounded to the nearest 15-minute interval to a maximum of 2 hours per incident and mileage at a rate of \$0.55 per km.
3. It is further agreed that:
 - a. That the Service fees shall be reviewed and adjusted as necessary to reflect the actual costs of the services;
 - b. The Parties reserve the right to opt out of this agreement by giving a minimum of 90 days' notice of intent to terminate.

Signed this ____ day of _____, 2020

Mayor James Brose

Mayor Jennifer Murphy

Andrew Sprunt, CAO

Annette Gilchrist CAO

Name Hunton, Richard

Address 334 Gurlitz Road North Algolna Wilberforce

Email edsc1978@gmail.com Home phone 613 732 6418 Day phone N/A

Are you supplying supporting documentation no

Have you at any time previously submitted complaints about this item yes

Nature of complaint proposed Wilkens Trail Date of Incident now

To whom it may concern:

The Eganville and District Sportsmen's club have a shooting range on 400 acres of land that borders the proposed location for Wilkens Trail. This club has been in the community since 1978 and operated out of this range location since 2001. This club has participated in the community, in the last 25 years we have brought tourists to the area to attend the gun show at the arena.

Our shooting range is approved every two years by the Chief Firearms Officer under sections 29(2) and 29(4) of the Firearms Act of Canada. If the trail is put in there will be a new access point for the general public to enter the range at the line of fire point. This will no doubt change the parameters of our range approval. The Chief Firearms Officer will determine if the club will have to incur additional expenses to impede public access to our property from this new trail or he could order the range closed.

It is apparent that you have started construction of this trail and we would like to know what actions can this council to assist an organization that has been a part of the community for over 30 years with the additional expenses and hardship caused by the opening of this new trail

For the executive of Eganville and District Sportsmen's club



Richard Hunton President

September 9, 2020

SEP 15 2020

9.2.4

**THE CORPORATION OF
NORTH ALGONA WILBERFORCE TOWNSHIP
BY-LAW NO. 2020-79**

A BY-LAW:

- (I) TO AUTHORIZE THE PERMANENT CLOSING OF CERTAIN PORTIONS OF THE SHORELINE ROAD ALLOWANCE ALONG THE BONNECHERE RIVER, FRONTING PART LOT 30, CONCESSION 1, IN THE FORMER GEOGRAPHIC TOWNSHIP OF FRASER, NOW IN THE TOWNSHIP OF NORTH ALGONA WILBERFORCE, COUNTY OF RENFREW;
- (ii) TO DECLARE THE FOREGOING LANDS AND OTHER LANDS AS SURPLUS TO THE MUNICIPALITY'S NEEDS;
- (iii) TO AUTHORIZE THE SELLING OF SUCH LANDS;
AND

IN ACCORDANCE WITH SECTIONS 34 OF THE
MUNICIPAL ACT, 2001, S.O. 2001, CHAPTER 25.

WHEREAS Council deems it to be in the best interest of the municipality that those portions of the Shoreline Road Allowance along the Bonnechere River fronting PT Lot 30, Concession 1, in the geographic Township of Fraser, now in the Township of North Algona Wilberforce, being 49R-19578, being part 5 of PT Pin 57443-0138 (LT) (the Shoreline Road Allowance), be permanently closed pursuant to Section 34 of the Municipal Act, 2001, S.O. 2001, Chapter 25 as amended.

AND WHEREAS it is further deemed expedient and in the interest of The Corporation of the Township of North Algona Wilberforce that the Shoreline Road Allowance be declared surplus to the municipality's needs;

AND WHEREAS notice of this by-law has been given in accordance with the procedures approved by Council for giving such notice;

AND WHEREAS Council wishes to transfer the Shoreline Road Allowance to Beatrice Bozena Parisien as the owner of those lands located, immediately opposite the Shoreline Road Allowance and more particularly described as Part of Lot 30, Concession 1 being Pt 1 49R-19578, being part of PIN 57443-0136 (LT) in the former geographic Township of Fraser, now in the Township of North Algona Wilberforce, County of Renfrew.

SEP 15 2020

10.

NOW THEREFORE the Council of the Corporation of the North Algona Wilberforce Township hereby enacts as follows:

1. Those portions of the Shoreline Road Allowance along the Bonnechere River Fronting Part Lot 30, Concession 1, in the former geographic Township of Fraser, now in the Township of North Algona Wilberforce, County of Renfrew being, Part 5, 49R-19578 being PT PIN 57443-0138 (LT) be permanently closed.
2. The foregoing portions of the Shoreline Road Allowance are hereby declared surplus to the municipality's needs.
3. In consideration of the sum of One Thousand Four Hundred and Sixty Dollars (\$1,460.00) (\$5.00 per linear foot of frontage), receipt of which is hereby acknowledged, and other good and valuable consideration paid to the municipality, the Shoreline Road Allowance be conveyed to Beatrice Bozena Parisien as the owners of the property.
4. The transfer to Beatrice Bozena Parisien shall be conditional upon entering a restrictive covenant agreement satisfactory to the municipality and to be registered against the Property, the effect of which will be to ensure the Shoreline Road Allowance and the Parisien property are dealt with in the future as a single parcel of land.
5. The Mayor and Clerk of The Corporation of the Township of North Algona Wilberforce be and are hereby authorized to execute on behalf of the municipality under corporate seal such transfers, acknowledgements, directions and other documents as may be necessary to convey title to the lands to be conveyed by the municipality.
6. This by-law shall not take effect until a certified copy hereof has been registered in the Registry Office for the Land Titles Office of Renfrew (No. 49).

READ AND PASSED this 15th day of September 2020.

Mayor, James Brose

Clerk, Andrew Sprunt

**THE CORPORATION OF
NORTH ALGONA WILBERFORCE TOWNSHIP**

BY-LAW NO. 2020-80

Being a by-law to authorize an Agreement between

WHEREAS the Council of North Algona Wilberforce Township deems it expedient to enter into an Agreement with Beatrice Bozena Parisien;

NOW THEREFORE Council hereby enacts as follows:

1. North Algona Wilberforce Township shall enter into an agreement with substantially in the form of the agreement attached hereto and marked as Schedule "A" to this By-Law.
2. The Mayor, or his or her designate, and the Clerk, or his or her designate, be and are hereby authorized to sign the agreement on behalf of the North Algona Wilberforce Township.
3. This by-law shall come into force and take effect upon the date of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 15th DAY OF SEPTEMBER 2020.

READ A THIRD TIME AND PASSED THIS 15th DAY OF SEPTEMBER 2020.

Mayor, James Brose

Clerk, Andrew Sprunt

THIS AGREEMENT made this 15th day of September 2020

B E T W E E N:

BEATRICE BOZENA PARISIEN

(the "Owner")

OF THE FIRST PART

-and-

THE CORPORATION OF THE
NORTH ALGONA WILBERFORCE TOWNSHIP

(the "Municipality")

OF THE SECOND PART

WHEREAS the Owner is the registered owner of those lands more particularly described in Schedule "A" (the "Owner's Lands");

AND WHEREAS it is the intention of the parties that, despite Section 50(3) of the Planning Act, all of the Owner's Lands shall hereafter be used and developed as a single parcel of land and the Owner covenants and agrees not to transfer title to the Owner's Lands except in accordance with the terms of this Agreement;

AND WHEREAS it is the intention of the Parties that such covenants by the Owner shall form a restrictive covenant running with the title to the Owner's Lands for the benefit of those lands owned by the Municipality more particularly described in Schedule "B" (the "Benefiting Lands");

NOW THEREFORE WITNESSETH that in consideration of the mutual covenants and agreements contained herein, the Parties agree with each other as follows:

1. The Owner covenants and agrees with the Municipality that, despite the provisions of section 50(3) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended and any successor legislation thereto, the Owner shall not convey by way of a deed, or transfer, or grant, assign or exercise a power of appointment, or mortgage or charge, or enter into an Agreement of Sale and Purchase, or enter into any agreement that has the effect of granting, directly or by entitlement to renewal for a period of 21 years or more, the use of or right in the Owner's Lands unless:
 - (a) All of the Owner's Lands are dealt with simultaneously as one parcel of land; or

- (b) Consent to sever the Owner's Lands is given in accordance with the provisions of the *Planning Act*; or
 - (c) The Municipality consents to the release of this Restrictive Covenant Agreement from all or part of the Owner's Lands, which consent may be arbitrarily withheld.
2. The Owner further covenants and agrees that the obligations contained herein shall constitute a restriction that runs with and is legally annexed to the title to the Owner's Lands for the benefit of the Benefiting Lands owned by the Municipality.
 3. This Agreement shall be binding upon and enure to the benefit of the personal representatives, successors and assigns of the Parties.

IN WITNESS WHEREOF the Parties hereto have by their hands and seals signed this Agreement as at the date first set out above.

THE CORPORATION OF THE
TOWNSHIP OF
Per:

Mayor, James Brose

Clerk, Andrew Sprunt

Beatrice Bozena Parisien

SCHEDULE "A"

Owner's Lands

Those parts of Lots 29 & 30, Concession 1, being Part 1 on RP 49R-1957831, being part of PIN 57443-0136 (LT) in the geographic Township of Fraser, now in the Township of North Alcona Wilberforce, County of Renfrew.

SCHEDULE "B"

Benefiting Lands

Part of the shoreline road allowance lying in front of Part Lot 30, Con 1, being Pt 5 49R19578 being Pt of PIN 57443-0138, in the geographic Township of Fraser, now in the Township of North Algona Wilberforce, County of Renfrew.

THE CORPORATION OF THE NORTH ALGONA WILBERFORCE TOWNSHIP
BEING A BY-LAW TO REGULATE OR PROHIBIT ANIMALS RUNNING AT LARGE

BY-LAW NO 2020-81

WHEREAS the Council of North Algona Wilberforce Township deems it advisable that all farm animals including fowl be prohibited from running at large within North Algona Wilberforce Township.

AND WHEREAS Section 10(2) of the Municipal Act, S.O. 2001, c.25, as amended, provides that a municipality may pass by-laws respecting animals;

AND WHEREAS pursuant to Sections 11 and 103(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, empowers councils of a local municipality to pass by-laws to regulate or prohibit animals being at large or trespassing and to provide for impounding them;

AND WHEREAS Sections 444 and 445 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provide that where a contravention of a by-law has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity or to do work to correct the contravention;

AND WHEREAS Section 446 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may direct or require a person to do a matter or thing, and that in default of it being done by the person directed or required to do it, the municipality may have the matter or thing done at the person's expense and add the costs of doing so to the tax roll and collect them in the same manner as property taxes;

NOW THEREFORE, The Municipal Council of The Corporation of The North Algona Wilberforce Township enacts as follows:

1.0 SHORT TITLE

1.1 This by-law may be cited as the "Animals Running at Large By-Law" (other than dogs)

2.0 DEFINITIONS

- a) **"Animal"** means, but not limited to, any animal, livestock or bird including chicken, turkey, goose, duck or other poultry or domestic fowl, pig, goat, sheep, donkey, horse, pony horse, ox, cow, bull, or any other animal raised for commercial or agricultural purposes, and any animal kept as a working animal, a pet, or for hobby purposes such as breeding, showing, or sporting, but for the purposes of this bylaw shall not include dogs or cats.
- b) **"Animal Control Officer"** means a person appointed or employed by the Municipality for the purpose of supervising all Animal husbandry matters.
- c) **"Competent Person"** means any persons who through age or experience is capable of controlling and directing animals.
- d) **"Municipal Law Enforcement Officer" and "Officer"** means a person appointed or employed by North Algona Wilberforce Township for the purpose of enforcing the provisions of this by-law and related provincial offences by authority of the Police Services Act, 1990, Chapter P.15, Section 15.
- e) **"Owner or Keeper"** means and includes any person who possesses, keeps, feeds or harbours an animal and "owns" and "keeps" shall have a corresponding meaning.
- f) **"Running at Large" and "At Large"** means that an animal found in any place other than the property owned or occupied by the person responsible for the charge and keeping of the animal, and not under the control of any person, except with the permission of the owner or occupant of that place.

SEP 15 2020

10.

- g) **“Trespass”** means being on private property without permission of the owner of the private property or being at large on property owned by the Township.
- h) **“Township”** means North Algona Wilberforce Township
- i) **“Township Property”** means any land situated within North Algona Wilberforce Township which is owned by the Township or controlled by the Township by lease or otherwise.
- j) **“Township Roadway”** shall include a common and public highway, avenue, street, parkway, or road allowance designated and intended for, or used by the general public.

3.0 OFFENCES

- 3.1 No owner or keeper of an animal shall permit an animal to run at large on any private or Township property.
- 3.2 No owner or keeper of an animal shall permit an animal to trespass on any private or Township property.
- 3.3 No animal shall be permitted to enter or be on any Township Property except as part of a demonstration, show or organized event except where:
 - i) The animal is being ridden on a Township Roadway
 - ii) The animal is harnessed to a wagon, buggy or other conveyance being driven on a Township Roadway and under the control of a competent person
 - iii) A farmer or other such person is engaged in the moving of livestock from one location to another by “driving” the animals along or across a Township Roadway.
- 3.4 Every owner on whose property animals are being kept shall prevent the animals from leaving the property at any time by constructing a perimeter fence or other interior enclosure, and, further such owner shall keep the said perimeter fence or other interior enclosure or enclosures in good repair.
- 3.5 The owner or keeper of any animal found to be at large shall be liable for any and all damages done by that animal while at large.

4.0 ADMINISTRATION AND ENFORCEMENT

- 4.1 This by-law shall be administered by the Municipal Law Enforcement Officer(s) of the Township or such person or persons as Council may, by by-law, appoint.
- 4.2 This by-law shall be enforced by the Municipal Law Enforcement Officer(s) of the Township or such person or persons as Council may, by by-law, appoint.
- 4.3 If an Officer determines that an owner on whose property animals are being kept is in contravention of this by-law, an Officer may issue an order to the owner of the animals requiring the owner to repair or replace such fences and/or enclosures on the owner’s lands to prevent animals from being at large on municipal property, highways, or neighbouring properties within the township.

5.0 RIGHT OF ENTRY

- 5.1 An Officer or person designated by Council shall be permitted to enter onto land at any time for the purpose of enforcing this by-law and any orders or conditions imposed under the authority of the by-law.
- 5.2 Any person exercising a power of entry on behalf of the Township under this by-law must, upon request, display or produce proper identification.

6.0 REMEDIATION

- 6.1 Where the owner is in default of doing any matter of thing directed or required to be done under this by-law, an Officer may direct the completion and enforcement of such at the owner’s expense.
- 6.2 The Township may recover the remedial action and enforcement costs incurred under subsection 6.1 by action, or by adding them to the tax roll and collection them in the same manner as taxes in accordance with Section 446 of the Municipal Act.
- 6.3 The Township may, prior to recovering costs incurred in subsection 6.1 pursuant to Section 446 of the Municipal Act by adding costs to the Municipal Taxes, invoice owners requesting voluntary payment of said remedial action costs.

- 6.4 The Township may place a lien on the property as per Section 446 of the Municipal Act on any remedial action that exceeds \$1000.00.

7.0 IMPOUNDING AND SELLING OF ANIMALS RUNNING AT LARGE

- 7.1 An Officer, with respect to an animal being at large or trespassing in contravention of this by-law, may seize and impound the animal being at large or trespassing. The seized animal shall be impounded at such facilities designated and/or maintained by the Township.
- 7.2 If the owner of the animal can be identified, the Officer shall deliver notice to the owner (to the address of the owner shown on the last revised assessment roll or to be the last known address) that the animal has been impounded.
- 7.3 An owner or person in charge of an animal that has been impounded may claim the animal within 10 days of the impounding of the animal, excluding the day the animal was impounded and including the day the animal is claimed, provided that all costs incurred by the Township and the Township's pound keeper shall be paid by the owner before the animal is released.
- 7.4 If an animal which has been impounded is not claimed within the 10 day period stipulated in section 7.3 or if all of the costs incurred by the Township and the Township's pound keeper have not been paid, the Township may sell the impounded animal without advertising or tender. The proceeds of the sale shall be applied first to the costs incurred by the Township and the balance, if any, shall be paid to the owner of the animal.
- 7.5 Where an animal that is impounded is not claimed by the owner within the 10 day period specified in Section 7.3 the Township's pound keeper may retain the animal for such further time as he/she may consider proper and during that time the pound keeper may:
- a) sell the animal for such price as he/she considers proper; or
 - b) euthanize the animal; or
 - c) otherwise dispose of the animal as he/she sees fit.
- 7.6 Where an animal that is captured or taken into custody in the opinion of the Township's pound keeper, is injured or should be destroyed without delay for humane reasons or for the reasons of safety to persons or animals, the Officer, pound keeper or other trained person appointed by the pound keeper, may euthanize the animal in a humane manner as soon after capture or taking into custody as he/she may determine, and may do so without permitting any person to reclaim the animal or without offering it for sale.
- 7.7 An Officer may use the appropriate authorities to euthanize an animal in the following circumstances:
- a) where the animal is trespassing or at large and in his/her opinion, should be destroyed because it is so severely injured that it would be inhumane to capture the animal and remove it to a veterinary hospital; or
 - b) where the animal is trespassing or at large and in his/her opinion, should be destroyed for reasons of safety to the public or other animals.
- 7.8 No compensation, damages, fees or any other sum of money on account of or by reason of the impounding, killing, euthanizing or other disposal of an impounded animal in the course of the administration and enforcement of this by-law shall be recoverable by the owner or an animal or other person.
- 7.9 No person shall forcibly retrieve an animal from the pound keeper, an Officer or, break and enter into a patrol vehicle of an Officer or the Township or retrieve an animal without payment in full of all fees and charges required to be paid under this by-law.

8.0 PENALTIES

- 8.1 Every person who contravenes any of the provisions of this by-law and every director or officer of a corporation, who knowingly concurs in the contravention by the corporation, is guilty of an offence under the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.
- 8.2 Every person who contravenes the provisions of this by-law and every director or officer of a corporation, who knowingly concurs in the contraventions by the corporation, is guilty of an offence and liable on conviction to a penalty where the minimum fine shall not exceed \$500 and a maximum fine

shall not exceed \$100,000 exclusive of costs under the provisions of the Municipal Act 2001, S.O. 2001, c. 25, as amended.

- 8.3 For the purpose of continuous offences, every person who contravenes any provision of this by-law and every director or officer of a corporation who knowingly concurs in the contravention of a by-law of the corporation is guilty of an offence and liable on conviction to a penalty not exceeding \$10,000 exclusive of costs under the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.
- 8.4 Despite section 8.3 and the provisions of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the total of all daily fines for the offence is not limited to \$100,000.
- 8.5 For the purpose of multiple offences, every person who contravenes an provision of this by-law and every director or officer of a corporation is guilty of an offence and liable on conviction to a penalty not exceeding \$10,000, exclusive of costs under the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.
- 8.6 Despite section 8.5 and the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the total of all daily fines for the offence is not limited to \$100,000.
- 8.7 Every person who fails to comply with a notice made under this by-law is guilty of an offence.
- 8.8 It shall be an offence for a person to hinder or obstruct, or attempt to hinder or obstruct, an Officer who is exercising a power or performing a duty under the Municipal Act, 2001, S.O. 2001, c. 25, as amended, or under a by-law passed under the Municipal Act, 2001, as amended.
- 8.9 Any person who has been alleged to have contravened any of the provisions of a by-law passed under the Municipal Act, 2001, S.O. 2001, c. 25, as amended shall identify themselves to the Officer upon request. Failure to do so shall be deemed to have obstructed or hindered the Officer in the execution of the Officer's duties.
- 8.10 Every person who contravenes any section of this by-law under a Part 1 ticket, upon conviction shall be liable to a fine as provided for in the Provincial Offences Act, R.S.O 1990, Chapter P.33, as amended.
- 8.11 Upon conviction any penalty imposed under this By-law may be collected under the authority of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.

9.0 CONTINUING OFFENCE

- 9.1 Each day that a situation as described in Sections 3.1 or 3.2 of this by-law is allowed to continue shall constitute a separate offence under this by-law and any Judge or Justice of Peace adjudication on such matter may assess a separate fine for each and every day that such a situation has been allowed to continue.

10.0 OBSTRUCTION

- 10.1 In accordance with the provisions of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, Section 426(1), no person shall hinder, interfere with or otherwise obstruct, either directly or indirectly, an Officer, employee of the Township and/or agent in the lawful exercise or power or duty under this by-law.
- 10.2 Any person who has been alleged to have contravened any of the provisions of this by-law, who fails to identify themselves shall be deemed to have obstructed or hindered the person exercising the power or performing a duty under this by-law.

11.0 TOWNSHIP NOT LIABLE

- 11.1 The Township assumes no liability for property damage, damage to animal or personal injury resulting from remedial action, remedial work and enforcement undertaken with respect to any person, animal or property that is subject of this by-law.

12.0 VALIDITY AND SEVERABILITY

- 12.1 Should any section, subsection, clause, paragraph or provision of this by-law be declared by a Court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity of the enforceability of any other provision of this by-law, or of the by-law as a whole.

13.0 BY-LAW COMING INTO EFFECT

13.1 This by-law shall come into force and take effect immediately upon the final passing thereof.

**By-law read a FIRST and SECOND this 15th day of September, 2020.
Read a THIRD time and passed this 15th day of September, 2020.**

Mayor James Brose

Municipal Clerk Andrew Sprunt

SCHEDULE 'A' TO BY-LAW 2020-81

PART 1 Provincial Offences Act- Set Fine Schedule

THE CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP

By-law No. 2020-81

ITEM	Column 1 Short Form Wording	Column 2 Provision Creating or Defining Offence	Column 3 Set Fine
1	Permit animal to run at large.	3.1	\$125.00
2	Permit animal to trespass.	3.2	\$125.00
3	Hinder or obstruct, or attempt to hinder or obstruct, any Officer or Agent	10.1	\$300.00

NOTE: The penalty provisions for the offenses cited above are section 8.10 of By-law 2020-81; a certified copy of which has been filed.