

**NORTH ALGONA WILBERFORCE TOWNSHIP**  
**AGENDA**  
**REGULAR MEETING OF COUNCIL**  
**August 18, 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 August 18, 2020

5. ADOPTION OF MINUTES

- 5.1 Regular Council June 16, 2020
- 5.2 Special Council meeting July 10, 2020
- 5.3 Special Council meeting July 17, 2020
- 5.4 Special Council Meeting July 24, 2020
- 5.5 Public Meeting – zoning applications minutes– August 11, 2020
- 5.6 Public Meeting – Committee of Adjustment minutes– August 11, 2020

6. DELEGATIONS

- 6.1 Chris Hinsperger/Paul Hamilton Wilkens Trail

7. REPORTS (NEW BUSINESS)

- 7.1 Wilkens Trail Update
- 7.2 Severance B36/20 – Brent McIntyre
- 7.3 OVWRC-Board minutes
- 7.4 OPP – 2019 Progress report – Killaloe
- 7.5 Off road vehicle regulations
- 7.6 Year to date January to June finance report
- 7.7 Severance B23/20 – Donna & Terry Ellis
- 7.8 Eganville Legion Branch 353
- 7.9 Green Space Point Church Drive
- 7.10 Notice of intent building inspection agreement
- 7.11 Covid-19 Fall plan
- 7.12 BUPL – May, June, July reports
- 7.13 Clerk/Treasurer Recruiting
- 7.14 Future Development

## 8. DEPARTMENTAL UPDATES

- 8.1 FD Renovation Update
- 8.2 PW Update
- 8.3 Strategic Plan Update
- 8.4 By Law Enforcement Update

## 9. CORRESPONDENCE - ACTION AND NON-ACTION

### Non-Action

- 9.1.1 Town of Renfrew
- 9.1.2 Township of Puslinch
- 9.1.3 Bonnechere Museum Newsletter
- 9.1.4 Service Ontario – land registration service
- 9.1.5 Garrison Petawawa
- 9.1.6 KHR
- 9.1.7 Hockey Helps the homeless
- 9.1.8 Solicitor General – Town of Orangeville
- 9.1.9 Ottawa Valley Business
- 9.1.10 Solicitor General – Thank you to enforcement personnel
- 9.1.11 Lake Dore Property Owners Association
- 9.1.12 MNRF- Forest Management Plan
- 9.1.13 Ontario Barn Preservation
- 9.1.14 Nuclear Waste Management Organization
- 9.1.15 Investing in Canada Infrastructure Program
- 9.1.16 Ministry of Municipal Affairs- COVID-19
- 9.1.17 BRWMP – amendment
- 9.1.18 Golden Lake Property Owners Association
- 9.1.19 OVWRCB – June 25, 2020 meeting summary

### Action

- 9.2.1 City of Sarnia – Conditions in long term care homes
- 9.2.2 Town of Kingsville – Rent Assistance Program
- 9.2.3 City of Oshawa – COVID -19 relief funding
- 9.2.4 Kathryn Stewart – Mayor Brose – wireless technology
- 9.2.5 Kathryn Stewart – CAO - wireless technology
- 9.2.6 Municipality of Chatham-Kent – Emancipation Day
- 9.2.7 Maria Robinson – Point Church Drive
- 9.2.8 County of Renfrew – RC VTAC

## 10. BY-LAWS

<u>2020-68</u>	Paul Langevin	Part 3 Plan 49R-19126
<u>2020-69</u>	Paul Langevin	Part 3 Plan 49R-19126 – Restricted Covenant
<u>2020-70</u>	By-Law to Authorize Appointments – addition	
<u>2020-71</u>	Site Specific Zoning	
<u>2020-72</u>	Site Specific Zoning	

11. MATTERS OF URGENCY

12. NOTICE OF MOTION

13. REPORTS FROM COMMITTEES

14. UPCOMING MEETINGS AND UNFINISHED BUSINESS

Regular Council September 1, 2020 – 7:00 PM.

15. CLOSED SESSION

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

16. CONFIRMATORY BY- LAW

By-Law 2020 – 73 to confirm the proceedings of council.

17. ADJOURNMENT

## Mayor's Address

It has been a welcome relief to finally receive some much needed rain as this very hot dry summer has presented some significant challenges for our farmers and market gardeners. Fields, crops and lawns that were dormant or drying up are beginning to green up showing signs of life.

Renfrew County continues to demonstrate that we are following the Renfrew County District Health Units directions for social distancing and masking. This has resulted in our number of positive COVID cases remaining static at 30.

We just received notification that our municipality will be receiving \$111,900.00 from the Province for COVID related expenses that we have incurred. Any monies that are not spent can be carried forward to offset additional COVID costs in the future.

On Friday August 07, 2020, I was invited to meet with Pat DiSaverio, the new Staff Sargent for Killaloe. We discussed the safety issues at the Golden Lake intersection and the speed limit reduction on Highway 60 at Deacon. We also discussed the reasoning and requirements for the Community Safety and Well Being Plans. I have invited Staff Sargent DiSaverio to our September Council meeting, as a delegate, to deliver a presentation on Community Safety and Well Being Plans for all of Council.

On Wednesday August 12, 2020, Chela Breckon gave Councillors a brief presentation and progress report on our Strategic Plan and stakeholder engagement sessions. Surveys are available on the municipal website for resident engagement and feedback.

The AMO virtual conference is occurring from August 17, 2020 to August 19, 2020. I am participating in a delegation with Bonnechere Valley, Whitewater, Admaston Bromley and Greater Madawaska regarding the Farm Tax Incentive Program. We will be meeting with the Minister of Finance and the Minister of Agriculture, Food and Rural Affairs.

AUG 18 2020

4.1

**NORTH ALGONA WILBERFORCE TOWNSHIP  
MINUTES  
REGULAR MEETING OF COUNCIL  
JUNE 16, 2020  
7:00 PM**

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

**Staff:** CAO/Clerk Andrew Sprunt, Recording Secretary Laura Griffith, and Treasurer Daniel Burke.

**1. CALL TO ORDER**

Mayor Brose called the Meeting to order at 7:02 pm.

**2. MOMENT OF REFLECTION**

Moment of Reflection was held.

**3. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**4. CLOSED SESSION**

MOVED BY Councillor Berndt

4.1

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council go into closed meeting at 7:02 pm pursuant to Section 239 (2) (b) of the Municipal Act for:

1 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 Buckwald

4.2

SECONDED BY Councillor Robinson

THAT Council comes out of Closed Session at 7:03 pm.

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

Carried

MOVED BY Councillor Robinson

4.3

SECONDED BY Councillor Buckwald

THAT Council accepts the report on correspondence from the Communications Committee as presented.

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

Carried

## 5. MAYORS ADDRESS

I would like to acknowledge how great it is to have Council and staff together again in the same room now that we can meet in groups of ten. Staff is busy working on guidelines for the public as the Province announces more gradual reopening of public facilities.

Once again, I would like to thank our CAO and Public Works staff for the completion of our road construction projects as their attention now shifts toward the completion of Lett's Cemetery Road.

On behalf of Council I want to acknowledge the extra time and effort that was required from staff to complete these projects within the budget when our tenders came in \$600,000.00 over budget. Our Public Works staff completed the culvert replacements and staff utilized a portion of our road maintenance budget in order to stay within budget.

Attached as part of this report is an email from MTO indicating they will be conducting a comprehensive review of the Lake Dore Road and HWY 60 intersection in Golden Lake. This was a collaborative effort with North Algona/Wilberforce, the County, and the Council of Pikwakanagan addressing the congestion and safety concerns with MTO after the reopening of businesses on the reserve.

The County of Renfrew is in the process of completing a service review which involves interviews with each Municipality on the current delivery of services and ideas on exploring additional initiatives which could lead to more efficiencies.

MOVED BY Councillor Robinson

5.1

SECONDED BY Councillor Berndt

THAT Council accepts the Mayors address as presented.

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

## 6. ADOPTION OF MINUTES

### 6.1 June 2, 2020 Regular meeting minutes

MOVED BY Councillor Buckwald

6.1

SECONDED BY Councillor Robinson

THAT Council accepts the June 2, 2020 Regular meeting minutes as presented.

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

Carried

### 6.2 June 2, 2020 Strategic Plan Consultation meeting minutes.

MOVED BY Councillor Reiche-Schoenfeldt

6.1

SECONDED BY Councillor Buckwald

THAT Council accepts the June 2, 2020 Strategic Plan Consultation meeting minutes as presented.

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

Carried

## 7. DELEGATIONS

### 7.1 Rory Richards – MacKillican & Associates

Draft financial statements were presented.

MOVED BY Councillor Robinson

7.1

SECONDED BY Councillor Berndt

THAT Council accepts the financial report from Rory Richards of MacKillican and Associates as presented.

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

Carried

### 7.2 Fire Department – Automobile Extrication

A power point presentation was provided.

MOVED BY Councillor Berndt

7.2

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council accepts the Fire Department Extrication presentation as information.

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

Carried

7.3 Fire Department – Fleet Replacement Plan  
A power point presentation was provided.

MOVED BY Councillor Robinson

7.3

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council accepts the Fire Department Apparatus Replacement Plan presentation as information.

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

Carried

## 8. REPORTS (NEW BUSINESS)

8.1 Fire Department – portable building  
A report was presented.

MOVED BY Councillor Buckwald

8.1

SECONDED BY Councillor Robinson

THAT Council accepts the report and instructs staff to proceed with a plan that accommodates the Fire Departments needs in the exiting building.

And that Public Works vacates the building, moving all equipment to the Shaw Woods garage.

And further, a plan to accommodate the requirements of Public Works be incorporated into the 2021 budget.

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

Carried

8.2 Zoom Audio  
A report was presented.

MOVED BY Councillor Buckwald

8.2

SECONDED BY Councillor Robinson

THAT Council accepts the zoom meeting audio issues report and instructs staff to continue to develop improved delivery of meeting broadcasting.



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

Carried

### 8.3 Bulk Day

A report was presented.

After discussion Council removed the following sentence from resolution 6-16-2020-8.3

And further that Berndt Road Transfer Site be closed on Sundays and the hours be extended one hour on Mondays. The amended resolution passed as:

MOVED BY Councillor Robinson

8.3

SECONDED BY Councillor Berndt

THAT Council accepts the report on bulk or large item day and site hours and instructs staff to proceed with a large item drop off at Berndt Road and OVWRC sites on specific days in August.

Councillor Buckwald	YES
Councillor Berndt	YES
Councillor Reiche-Schoenfeldt	YES
Councillor Robinson	YES
Mayor Brose	NO

Carried

### 8.4 Official Plan – support letter

A draft letter was presented.

MOVED BY Councillor Buckwald

8.4

SECONDED BY Councillor Berndt

THAT Council accepts the draft letter to the Minister of Municipal Affairs and Housing regarding the County of Renfrew Official Plan Amendment No. 25 as presented.

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

Carried

### 8.5 Whalen severance B18/20

A report was presented

MOVED BY Councillor Buckwald

8.5

SECONDED BY Councillor Berndt

THAT Council supports the approval of consent application B18/20 for Peter Daniel Whalen to sever 0.6275 ha. from their 26.726 ha. holding in lot 23 Concession 15, Wilberforce, as a lot addition severance to be added to property owned by Keith and Linda Risto, 940 Germanicus Road.

Germanicus Road currently meets the municipal requirements.

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

Carried

8.6 Berndt Road – brush, leaf, yard waste  
A report was presented.

MOVED BY Councillor Buckwald

8.6

SECONDED BY Councillor Robinson

THAT Council accepts the report on Berndt Road Transfer Site Brush, Yard and Leaf Waste and directs staff to bring a further report forward with pricing for required compliance issues.

And that, the report includes a user pay system that reflects actual material disposal costs.

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

Carried

8.7 Berndt Road – waste disposal & fees  
A report was presented.

MOVED BY Councillor Berndt

8.7

SECONDED BY Councillor Robinson

THAT Council suspends the option for residents to be charged by the cubic metre.

And that, Commercial waste charges remain status quo for the remainder of 2020.

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

Carried

8.8 Beach facilities- opening  
A report was presented.

MOVED BY Councillor Buckwald

8.8

SECONDED BY Councillor Robinson

That Council accepts the opening of beach facilities report as presented.

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

Carried

## 9. DEPARTMENTAL UPDATES

### 9.1 Office update

A report was presented.

MOVED BY Councillor Buckwald

9.1

SECONDED BY Councillor Robinson

THAT Council accepts the report on administration.

And that all regular meetings in July and the first meeting in August be cancelled.

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

Carried

## 10. CORRESPONDENCE

### Non-Action

- 10.1.1 10.1.1 Province – Electronic Signage
- 10.1.2 Province – Deacon Boat Launch
- 10.1.3 Integrity Commissioner
- 10.1.4 OPP Invoicing
- 10.1.5 Renumeration Summary
- 10.1.6 Municipal Renumeration Survey
- 10.1.7 Municipal Salary Survey
- 10.1.8 Resident letter- Website
- 10.1.9 101 Things to do in the Valley
- 10.1.10 Town of Bracebridge – Municipal Financial Assistance Program
- 10.1.11 Chatham – Kent – Support Commission on Long Term Care
- 10.1.12 Chatham-Kent – Support for LTC & RH partners
- 10.1.13 MMA – Steve Clark

MOVED BY Councillor Berndt

10.1

SECONDED BY Councillor Robinson

That Council accepts correspondence 10.1.1 – 10.1.13 as information.

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

Carried

## **Action**

### **10.2.1 Puslinch Township – Farm Property Tax Rate Program**

MOVED BY Councillor Berndt

10.2.1

SECONDED BY Councillor Buckwald

Whereas the Township of North Algona Wilberforce received correspondence from the Township of Puslinch with respect to requesting the Province of Ontario to review the Farm Class Tax Rate Program in light of economic competitiveness concerns between rural and urban municipalities.

BE IT RESOLVED that the Township of North Algona Wilberforce hereby supports their resolution 2020-151 passed on June 3, 2020; and

BE IT FURTHER RESOLVED THAT this motion be sent to Hon. Doug Ford, Premier of Ontario, Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Rod Phillips, Minister of Finance, Hon. Ernie Hardman, Minister of Agriculture, Food and Rural Affairs, MPP John Yakabuski, MP Cheryl Gallant, all Ontario Municipalities, Rural Ontario Municipal Association( ROMA) and Association of Municipalities of Ontario (AMO).

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

Carried

### **10.2.2 Town of Orangeville**

MOVED BY Councillor Buckwald

10.2.2

SECONDED BY Councillor Robinson

Whereas the Township of North Algona Wilberforce received correspondence from the Town of Orangeville with respect to requesting support for their resolution passed June 8, 2020 to write to the Solicitor General to encourage common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force.

AND THAT the Solicitor General provide clarity on police oversight going forward given the anticipated changes to legislation to ensure effective accountability continues;

AND THAT annual updates or refresher courses be mandatory to ensure our Police Services have the best and current information available to them;

AND THAT THE TOWN request that the use of force protocols be reviewed to ensure they are safe and would meet current standards, and then shared across the province;

Carried

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

Carried

## 11. BY-LAWS

11.1 By-Law 2020-63 being a by-Law to authorize the execution of a Lease Agreement.

MOVED BY Councillor Buckwald

11.

SECONDED BY Councillor Berndt

THAT Council enact By-Law 2020-63 being a By-Law to authorize the execution of a Lease Agreement between the Corporation of North Algona Wilberforce Township and Marlene Sernoskie and Ronald Baird to permit reclamation of shoreland and retaining wall on Municipal property in front of their residence.

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

Carried

## 12. MATTERS OF URGENCY

None

## 13. NOTICE OF MOTION

None

## 14. REPORTS FROM COMMITTEES

None

## 15. UPCOMING MEETINGS AND UNFINISHED BUSINESS

15.1 July 7, 2020 Regular Council – Cancelled

## 16. CLOSED SESSION

MOVED BY Councillor Robinson

16.1

SECONDED BY Councillor Berndt

That Council move into closed session at 9:39 pm for the purpose of:

- 1- personal matters about an identifiable individual, including municipal or local board employees;
- 3 - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

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

Carried

MOVED BY Councillor Reiche-Schoenfeldt 16.2  
SECONDED BY Councillor Robinson  
THAT Council comes out of Closed Session at 10:40 pm.

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

MOVED BY Councillor Reiche-Schoenfeldt 16.3  
SECONDED BY Councillor Robinson

That Council does not agree to waive the tax penalty/interest for the resident requesting the relief discussed in closed session.

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

MOVED BY Councillor Buckwald 16.4  
SECONDED BY Councillor Berndt

THAT Council directs staff to inform the resident that the Township will not pay for his damages and that he should contact his insurance provider.

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

## 17. CONFIRMATORY BY-LAW

MOVED BY Councillor Robinson 17.  
SECONDED BY Councillor Buckwald

That By-Law 2020-64 being a by-law to confirm the proceedings of council for June 16, 2020

Be read a first and second time this 16<sup>th</sup> day of June 2020

Be read a third time and finally passed this 16<sup>th</sup> day of June 2020.

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

18. ADJOURNMENT

MOVED BY Councillor Berndt

17.1

SECONDED BY Councillor Robinson

THAT this meeting of council adjourns at 10:43 pm.

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

Carried

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Mayor James Brose

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CAO/Clerk Andrew Sprunt

**NORTH ALGONA WILBERFORCE  
MINUTES  
SPECIAL MEETING OF COUNCIL  
July 10, 2020  
8:30 AM**

Present in Council Chambers: Mayor James Brose  
Present virtually: Councillors: Doug Buckwald, Janet Reiche-Schoenfeldt and Maria Robinson  
Regrets: Councillor Berndt  
Staff present in Council Chambers: CAO/Clerk Andrew Sprunt, recording secretary, Laura Griffith.

**1. CALLED TO ORDER**

Mayor Brose called the meeting to order at 8:38 am.

**2. MOMENT OF REFLECTION**

Held

**3. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**4. CORRESPONDENCE**

Non-action

4.1 Ministry of Municipal Affairs and Housing- COVID 19 Economic Recovery Act 2020.

**5. BUSINESS FOR WHICH MEETING WAS CALLED**

5.1 A report was presented on purchasing agenda managing software.

MOVED BY Councillor Robinson

5.1

SECONDED BY Councillor Buckwald

THAT Council authorizes the Mayor and the Chief Administrative Officer to sign an agreement with All-Net.ca Inc. for the purchase of agenda managing software and services for a period of two years at a cost not to exceed \$20,000.00 plus HST.

Councillor Doug Buckwald	YES
Councillor Janet Reiche-Schoenfeldt	YES
Councillor Maria Robinson	YES
Mayor James Brose	YES

Carried



## **6. CLOSED MEETING PURSUANT TO SECTION 239(2) (B) OF MUNICIPAL ACT**

MOVED BY Councillor Buckwald

6.1

SECONDED BY Councillor Reiche-Schoenfeldt

That Council move into closed session at 8:50 am for the purpose of:

2 personal matters about an identifiable individual, including municipal or local board employees.

Councillor Doug Buckwald

YES

Councillor Janet Reiche-Schoenfeldt

YES

Councillor Maria Robinson

YES

Mayor James Brose

YES

Carried

MOVED BY Councillor Robinson

6.2

SECONDED BY Councillor Reiche-Schoenfeldt

THAT Council comes out of closed at 9:08 am.

Councillor Doug Buckwald

YES

Councillor Janet Reiche-Schoenfeldt

YES

Councillor Maria Robinson

YES

Mayor James Brose

YES

Carried

## **7. CONFIRMING BY LAW**

MOVED BY Councillor Buckwald

7.

SECONDED BY Councillor Robinson

THAT By-Law 2020 – 65 being a By Law to confirm the proceedings of Council for July 10, 2020.

Councillor Doug Buckwald

YES

Councillor Janet Reiche-Schoenfeldt

YES

Councillor Maria Robinson

YES

Mayor James Brose

YES

Carried

## 8. ADJOURNMENT

MOVED BY Councillor Reiche-Schoenfeldt

8.

SECONDED BY Councillor Buckwald

THAT this meeting of Council adjourns at 9:10 am.

Councillor Doug Buckwald

YES

Councillor Janet Reiche-Schoenfeldt

YES

Councillor Maria Robinson

YES

Mayor James Brose

YES

Carried

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Mayor James Brose

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CAO/Acting Clerk Andrew Sprunt

**NORTH ALGONA WILBERFORCE  
MINUTES  
SPECIAL MEETING OF COUNCIL  
July 17, 2020  
9:30 AM**

Present in Council Chambers: Mayor James Brose  
Councillors: Melvin Berndt, Janet Reiche-Schoenfeldt and Maria Robinson  
Regrets: Councillor Doug Buckwald

Staff present in Council Chambers: CAO/Clerk Andrew Sprunt, recording secretary, Laura Griffith.

**1. CALLED TO ORDER**

Mayor Brose called the meeting to order at 9:32 am.

**2. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**3. BUSINESS FOR WHICH MEETING WAS CALLED**

**3.1 Report from Communications Committee**

**CLOSED MEETING PURSUANT TO SECTION 239(2) (B) OF MUNICIPAL ACT**

MOVED BY Councillor Robinson

3.1a

SECONDED BY Councillor Berndt

That Council move into closed session at 9:33 am for the purpose of:

1 personal matters about an identifiable individual, including municipal or local board employees.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

MOVED BY Councillor Reiche-Schoenfeldt

3.1b

SECONDED BY Councillor Robinson

That Council comes out of closed session at 9:40 am.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

MOVED BY Councillor Berndt

3.1c

SECONDED BY Councillor Robinson

That staff proceed with the direction given by Council in closed session.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

### 3.2 COVID-19 Stage 3 and RCDHU requirements

A report was presented.

MOVED BY Councillor Berndt

3.2

SECONDED BY Councillor Robinson

That Council accepts the COVID-19 update.

AND further implements the action items contained in the report

AND that, the Township office be deemed a non-public enclosed space when required to protect staff and the public during the COVID -19 pandemic, this will be at the discretion of the Mayor and CAO.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

### 3.3 Bonnechere Valley – Federal support for provinces

Due to the agreement between the Federal and Provincial governments this item was removed from the agenda.

## 4. CONFIRMING BY LAW

MOVED BY Councillor Berndt

4.

SECONDED BY Councillor Robinson

THAT By-Law 2020 – 66 being a By Law to confirm the proceedings of Council for July 17, 2020.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

## 5. ADJOURNMENT

MOVED BY Councillor Berndt

5.

SECONDED BY Councillor Reiche-Schoenfeldt

THAT this meeting of Council adjourns at 10:11 am.

Councillor Melvin Berndt

YES

Councillor Janet Reiche-Schoenfeldt

YES

Councillor Maria Robinson

YES

Mayor James Brose

YES

Carried

---

Mayor James Brose

---

CAO/Acting Clerk Andrew Sprunt

**NORTH ALGONA WILBERFORCE  
MINUTES  
SPECIAL MEETING OF COUNCIL  
July 24, 2020  
1:00 PM**

Present in Council Chambers: Mayor James Brose  
Councillors: Melvin Berndt, Janet Reiche-Schoenfeldt and Maria Robinson  
Regrets: Councillor Doug Buckwald

Staff present in Council Chambers: CAO/Clerk Andrew Sprunt, recording secretary, Laura Griffith.

**1. CALLED TO ORDER**

Mayor Brose called the meeting to order at 1:03 pm.

**2. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

**3. BUSINESS FOR WHICH MEETING WAS CALLED**

**3.1 Road work – Royal Pines Road**

A report was presented.

MOVED BY Councillor Robinson

3.1

SECONDED BY Councillor Berndt

That Council accepts the report and directs staff to proceed with work on Royal Pines Road not to exceed \$279,622.23.

Councillor Melvin Berndt YES

Councillor Janet Reiche-Schoenfeldt YES

Councillor Maria Robinson YES

Mayor James Brose YES

Carried

**3.2 Request to change speed limit on Hwy 60 at Deacon.**

A sample letter and information were presented.

MOVED BY Councillor Berndt

3.2

SECONDED BY Councillor Robinson

That Council authorizes the Chief Administrative Officer to draft a letter requesting speed reduction on Highway 60 at Deacon to be reduced between

100 metres prior to Kranz road and 200 metres east beyond McMillian Road and the letter be sent to Minister Caroline Mulroney, the Minister of Transportation. And further that a 60 km zone be include and that Hwy markings that allow passing in the zone be eliminated.

Councillor Melvin Berndt	YES	
Councillor Janet Reiche-Schoenfeldt	YES	
Councillor Maria Robinson	YES	
Mayor James Brose	YES	Carried

#### 4. CONFIRMING BY LAW

MOVED BY Councillor Berndt 4.

SECONDED BY Councillor Reiche-Schoenfeldt

THAT By-Law 2020 – 67 being a By Law to confirm the proceedings of Council for July 24, 2020.

Councillor Melvin Berndt	YES	
Councillor Janet Reiche-Schoenfeldt	YES	
Councillor Maria Robinson	YES	
Mayor James Brose	YES	Carried

#### 5. ADJOURNMENT

MOVED BY Councillor Berndt 5.

SECONDED BY Councillor Reiche-Schoenfeldt

THAT this special meeting of Council adjourns at 1:43 pm.

Councillor Melvin Berndt	YES	
Councillor Janet Reiche-Schoenfeldt	YES	
Councillor Maria Robinson	YES	
Mayor James Brose	YES	Carried

---

Mayor James Brose

---

CAO/Clerk Andrew Sprunt

**NORTH ALGONA WILBERFORCE TOWNSHIP  
MINUTES  
PUBLIC MEETING FOR ZONING APPLICATIONS  
AUGUST 11, 2020  
7:00 PM**

There was a Public Meeting held in the Rankin Culture and Recreation Centre on Tuesday August 11, 2020. Present was Mayor James Brose, Councillor Melvin Berndt, Councillor Doug Buckwald, Councillor Janet Reiche-Schoenfeldt and Councillor Maria Robinson. Staff present was Mackie McLaren.

7 members of the public were present.

**BEATRICE PARISIEN - owner  
JIM PARISIEN - agent**

**for property located 1003 Tramore Road  
Concession 1 Part Lots 29 & 30  
in the geographic Township of Fraser**

**Call to Order**

Mayor Brose called the meeting to order at 7 pm.

**1. Purpose of this Hearing**

Mayor Brose stated the purpose and effect of the zoning amendment is to zone the severed lands related to Consent File B40/19 to implement a 30 metre water setback from the high water mark of the Bonnechere River. The zoning by-law amendment is required as a condition of consent.

**2. Declaration of Pecuniary Interest**

There was no declaration of Pecuniary Interest by the Council Members.

**3. Staff's Report on Notices**

Mackie McLaren stated that notices were posted in the Eganville Leader, posted on the property and were sent to all property owners within 120 metres (400 feet) of the subject property, resulting in 15 notices being sent. In addition, Notice to Public Bodies of this Public Meeting were sent to 8 agencies and to the Township's Chief Building Official.

**4. Reading of Written Comments.**

No written comments were received.

**PRESENTATIONS:**

AUG 18 2020

5.5



5.1 Presentation by those in support

There no comments in support of the application.

5.2 Presentation by those opposed

There were no comments in opposition of the application.

5.3 Presentation by owner

The agent for the owner was present but did not make a presentation.

6. Comments and Questions from Council members

There were no comments or questions from Council Members

Mayor Brose informed the public that in considering the application, Council may approve, (Pass a by-law later in the Council Meeting) refuse or hold the zoning amendment application in abeyance pending further information.

**DAVID JESSUP - owner**

**for property located 14 Marsh Road  
Concession 24 Lot 5  
in the geographic Township of Wilberforce**

Call to Order

Mayor Brose called this meeting to Order at 7:05 pm.

7. Purpose of this Hearing

Mayor Brose stated the purpose and effect of the zoning amendment is to rezone the subject lands from Residential One (R1) to Residential One- Exception Twelve (R1-E12) to permit a commercial garage with includes small engine, trucks and heavy equipment. All other conditions of the Zoning By-law shall apply.

8. Declaration of Pecuniary Interest

There was no declaration of Pecuniary Interest by the Council Members.

9. Staff's Report on Notices

Mackie McLaren stated that the notices were posted in the Eganville Leader, posted on the property and were sent to all property owners within 120 Metres (400 feet) of the subject property, resulting in 29 notices being sent. In addition, Notice to Public Bodies of this Public Meeting were sent to 8 agencies and to the Township's Chief building Official.

10. Reading of Written Comments

No written comments were received.

## PRESENTATIONS:

### 11.1 Presentation by those in support

There were no comments in support of the application.

### 11.2 Presentation by those opposed.

There were no comments in opposition of the application.

### 11.3 Presentation by owner

David Jessup owner read a letter he sent to all his neighbours that described his plan for the use of the property.

## 12. Comments and Questions from Council members

There were no comments from the Council Members.

## 13. Recommendation

Moved by Councillor Buckwald,

Seconded by Councillor Berndt

that Council agree to bring amendment by-laws forward at our next Council Meeting to be held August 18, 2020. Carried.

Mayor Brose read the following excerpt from the Planning Act concerning the rights to appeal:

*Section 34(11) – If Council decides to refuse an application or refuses or neglects to make a decision on an application within 120 days of the municipal clerk receiving the application, the applicant or the Minister of Municipal Affairs, may appeal to the Local Planning Appeal Tribunal by filing an appeal with the Clerk of the municipality.*

*Section 34(19) – Not later than 20 days after the giving of notice of passing of the by-law, the applicant, any person or public body who made oral submissions at the public meeting or made a written submission to Council, before the by-law was passed, or the Minister of Municipal Affairs, may appeal to the Local Planning Appeal Tribunal by filing an appeal with the clerk of the municipality.*

## 14. Adjournment

Mayor Brose declared the Public Meeting to be adjourned at 7:10 pm.

---

Mayor James Brose

---

Recording Secretary Mackie McLaren

**NORTH ALGONA WILBERFORCE TOWNSHIP  
MINUTES  
COMMITTEE OF ADJUSTMENT PUBLIC MEETING  
AUGUST 11, 2020  
7:10 PM**

There was a Public Meeting held in the Rankin Culture and Recreation Centre on Tuesday August 11, 2020. Present was Mayor James Brose, Councillor Melvin Berndt, Councillor Doug Buckwald, Councillor Janet Reiche-Schoenfeldt and Councillor Maria Robinson. Staff present was Mackie McLaren.

2 members of the public were present.

**JOAN HEWITT  
FOR PROPERTY LOCATED AT 68 TOWNSHIP PARK ROAD  
CONCESSION 17 LOT 7  
IN THE GEOGRAPHIC TOWNSHIP OF WILBERFORCE**

Call to Order

Mayor Brose called the meeting to order at 7:11 pm.

1. Purpose of this Hearing

An application has been made for the purpose of seeking relief from the current 5 metre setback from the Interior Side Yard Width. Mrs. Hewitt proposes to build a deck/sunroom addition to her seasonal residence and is requesting a 1.2 metre setback from lot line adjacent to 82 Township Park Road. She seeks relief through a minor variance in order to accomplish this.

2. Declaration of Pecuniary Interest

There was no declaration of Pecuniary Interest expressed by Council Members.

3. Staff's Report on Notices

As required by the Planning Act, notices were sent to all property owners within 60 metres of the subject property, resulting in 10 property owners plus the applicant receiving Notice of this Hearing.

4. Reading of Written Comments

No written comments were received.

**PRESENTATIONS:**

5.1 Presentation by owner

AUG 18 2020

5.6

The owner was present but did not make a presentation.

5.2 Presentation by those in support

There were no comments in support.

5.3 Presentation by those opposed

There were no comments in opposition.

6. Comments and Questions from Committee members

Councillor Reiche-Schoenfeldt asked what Mrs. Hewitt was building. Staff answered that it was a deck/sunroom addition to her existing cottage.

7. Decision

Moved by Councillor Berndt

Seconded by Councillor Robinson

That In the matter of section 45 of the Planning Act, Zoning by-law No. 04-97 and application A02/20 for a Minor variance to:

Reduce Section 15.2 (e) (ii) of Zoning By-law 04-97 - Interior Side Width from 3 metres to 1.2 meters.

Location of the property: **68 Township Park Road, Part of Lot 7 Concession 17.**

The request is hereby ( ) refused or (**X**) granted, subject to the following conditions:

1. No conditions.

Reasons:

The application meets the general intent and purpose of the Official Plan and of the Zoning By-law. The reduction in setback will allow greater use of an existing seasonal residence, the use is consistent with the use in the neighbourhood.

Carried.

Staff advised Mrs. Hewitt that this decision is subject to a 20 day appeal period. If there are no objections, the decision is final.

8. Adjournment

Mayor Brose declared the Meeting to be Adjourned at 7:15 pm.

---

Mayor James Brose

---

Recording Secretary Mackie McLaren



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

<b>Wilkins Trail Update and moving forward</b>	<b>Date:</b> August 18, 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Andrew Sprunt
	<b>Department:</b> Public

### **RECOMMENDATIONS:**

**That, Council accepts the report as presented.**

**And that staff be authorized to spend up to \$20,000.00 on the project in 2020 along with one week of labour and equipment.**

### **BACKGROUND:**

Since basically being shut down with Covid-19 restrictions the Ad-hoc Committee has started up again and had a couple of meetings and two site visits.

The group is very enthusiastic about developing a multi-use trail as a recreation corridor and a short cut from Grist Mill to Fourth Chute for both residents and visitors.

With the donation of a rock fence from a nearby farm Township staff and equipment with a little over a day on site have built an entrance to the trail and bulldozed a path to the unused beaver meadow. This work was required to evaluate the conditions for the construction of a trail.

The distance to the meadow is 800 metres and now has one remaining low area requiring fill. The rest of the path requires moderate fill and shaping.

At this time the path is very walkable and has no major obstacles or debris blocking it. Very little would be required to make it a recreational trail at this time.

The former meadow will require significant fill in low areas.

AUG 18 2020

7.1

From the meadow to Gurlitz Road there is very thick overgrown brush and will require considerable manual labour to clear a path. There is also an area where the property line with the abutting neighbor is unclear and a survey will be required to ensure the work is carried out on municipal property.

It is possible in 2020 to construct a multi-use trail that is 800 metres long to the beaver meadow. Further, crossing the meadow with a narrow single lane trail may also be possible in 2020. It is planned that staff and volunteers will brush a rough trail from Gurlitz to the beaver meadow in the fall of 2020.

To move forward with plans for 2020 a budget of \$20,000.00 is being requested and one full week of Labour and equipment from the township dedicated to the project.

At the end of 2020 there would be a trail from Wilkens to Gurlitz that could be traversed in the winter. 2021 would require a review and a budget based on what Council deems what the future use of the trail will be.

Also, at this time staff believe it will be necessary to post no hunting signs at both ends of the property, and that abutting property owners be given permission to continue their normal hunting routine and have the ability to traverse the township owned property.

## **ALTERNATIVES:**

## **FINANCIAL IMPLICATIONS:**

\$20,000.00

## **ATTACHMENTS:**

## **CONSULTATIONS:**

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature



08/13/2020











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

<b>Title:</b>  <b>Brent McIntyre Consent B36/20</b>	<b>Date:</b>	August 18, 2020
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Andrew Sprunt
	<b>Department:</b>	Administration

### **RECOMMENDATIONS:**

That Council recommend the approval of consent application B36/20 for Brent McIntyre to sever a 0.05 ha. parcel from his 0.34 ha. holding. The parcel is to be added to the adjoining property owned by Shelley McIntyre. The application meets the Official Plan and Zoning By-law requirements.

### **BACKGROUND:**

Brent McIntyre has applied for a Lot Addition Severance to sever 0.05 ha. from his 0.34 ha. parcel in Lot 8 Con 4, 664 Priest Camp Lane. The 0.05 parcel is to be added to the adjacent 0.12 ha. property owned by the adjoining owner. This application conforms to the Official Plan and Zoning By-law. There are no planning concerns identified.

### **ALTERNATIVES:**

n/a

### **FINANCIAL IMPLICATIONS:**

n/a

### **ATTACHMENTS:**

Attached is a copy of the consent application and the Consent Planning Report from the County.

AUG 18 2020

7.2

**CONSULTATIONS:**

nil

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature



B36/20



Name of Approval Authority:

**County of Renfrew**

9 International Drive,

Pembroke, ON K8A 6W5

Tel: 613-735-3204

Fax: 613-735-2081

Toll Free: 1-800-273-0183

[www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca)

## APPLICATION FOR CONSENT

### Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed  
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

APR 23 2020

<b>1. OWNER INFORMATION (Please use additional page for owners with different addresses.)</b>			
▶ 1.1 Name of Owner(s): <b>Brent McIntyre</b>			
Mailing Address: <b>664 Priest Camp Lane</b>	Town/City: <b>Eganville</b>	Province: <b>ON</b>	Postal Code: <b>K0J1T0</b>
Telephone No.: (Home) <b>(613) 633-0779</b>	(Work)	(Fax)	
Email Address: <b>mcintyrebr@rcdsb.on.ca</b>			
▶ 1.2 Name of Owner's Authorized Agent (if applicable):			
Mailing Address:	Town/City:	Province: <b>ON</b>	Postal Code:
Telephone No.: (Home)	(Work)	(Fax)	
Email Address:			
1.3 Please specify to whom all communications should be sent: <b>Owner</b> <input checked="" type="checkbox"/>			
<b>2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained)</b>			
Complete applicable boxes in 2.1			
▶ 2.1 Municipality: <b>North Algona/Wilberforce</b> <input checked="" type="checkbox"/>	Subdivision Lot(s) No.:		
Former Township: <b>— Wilberforce</b>	Subdivision Plan No.:		
Lot(s) No.: <b>8</b>	Part(s) No.: <b>670.84</b>		
Concession: <b>4</b>	Reference Plan No.: <b>49R- 9283</b>		
Civic Address of subject lands/Road Name:			
<b>666 Priest Camp Lane</b>			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land?			
<b>No</b> <input checked="" type="checkbox"/> If Yes, describe each easement or covenant and its effect.			
<b>3. PURPOSE OF THIS APPLICATION</b>			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input type="checkbox"/> Creation of a New Lot	<input checked="" type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
<b>Shelley McIntyre</b>			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measure- ment	Retained	select measure- ment	Lands being added to	select measure- ment
	Road Frontage	0.00	--	6.20	m <input type="text"/>	3.30	m <input type="text"/>
	Depth	69.00	--	60.00	--	69.00	--
	Area	0.0500	ha <input type="text"/>	0.2900	ha <input type="text"/>	0.1200	ha <input type="text"/>
▶ 4.2 Use of the property	Existing Use(s)	Residential		Residential		Residential	
	Proposed Use(s)	Residential		Residential		Residential	
▶ 4.3 Buildings or Structures	Existing	vacant		cottage		house	
	Proposed	vacant		no change		no change	
▶ 4.4 Official Plan Designation		rural		rural		rural	
4.5 Current Zoning		LSR		LSR		LSR	



▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Municipal road, maintained all year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered right of way (see 4.7)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):				
4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).				
Will a road extension be required?		No	<input checked="" type="checkbox"/>	

▶ 4.8 Water Supply (✓ type of existing service OR type that would be used if lands were to be developed)		Severed	Retained	Lands being added to
	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	School Busing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5. PROVINCIAL POLICY STATEMENT</b>				
▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act?		Yes	<input type="checkbox"/>	
<b>6. HISTORY OF THE SUBJECT LAND</b>				
▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act?		Yes	<input type="checkbox"/>	
If you answered Yes in 6.1, and if you Know, please specify the file number of the application. <b>B361/1973</b>				
6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.				
▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land?		No	<input type="checkbox"/>	
If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:				
Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use	

<b>7. OTHER CURRENT APPLICATIONS</b>	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? No <input checked="" type="checkbox"/>	
If Yes, and if Known, specify the appropriate file number and status of the application.	
Type of Application:	File # (if known):
Number of Applications:	Status (if known):

<b>8. SKETCH</b>	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information:	
<ul style="list-style-type: none"> <li>a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;</li> <li>b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing;</li> <li>c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;</li> <li>d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;</li> <li>e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> <li>i. located on the subject lands and on land that is adjacent to it, and</li> <li>ii. in the applicant's opinion may affect the application;</li> </ul> </li> <li>f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial);</li> <li>g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;</li> <li>h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and</li> <li>i. the location and nature of any easement affecting the subject land.</li> </ul>	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

<b>9. OTHER INFORMATION</b>	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	

<b>10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT</b>	
▶ 10.1 Affidavit or Sworn Declaration for the Prescribed Information	
I, <u>Brent McIntyre</u> of the Township <input checked="" type="checkbox"/> of <u>North Algona Wilberforce</u> in the County of <input checked="" type="checkbox"/> of <u>Renfrew</u> solemnly declare that the information required by O. Regulation 547/06 and all other information required in this application, including supporting documentation, are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the <b>Canada Evidence Act.</b>	
 Signature of Applicant	
Sworn (or declared) before me at the <u>City of Pembroke</u> in the <u>Province of Ontario</u> this <u>15</u> day of <u>November</u> , 20 <u>19</u> <div style="text-align: right;">           Alana Leigh Zadow, a Commissioner, etc.              County of Renfrew, for the Corporation of the            County of Renfrew. Expires November 17, 2020. A Commissioner for Taking Affidavits, etc.         </div>	

**NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.**



Print



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**11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION**

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

**AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION**

I, \_\_\_\_\_, am the owner(s) of the land that is the subject  
of this application for a consent and I/we authorize \_\_\_\_\_ to make this  
application and provide instruction/information on my/our behalf.

\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Owner\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

**CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION**

I, \_\_\_\_\_, am an Officer/Director of the Corporation that  
is the owner of the land that is the subject of this Application for Consent, and I hereby authorize  
\_\_\_\_\_ to make this application and provide instruction/information on  
behalf of the Corporation.

Name of Corporation: \_\_\_\_\_

\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Corporate Representative & Title\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

**FOR OFFICE USE ONLY**Committee File No.: B36120

Hearing Date (if appl.): \_\_\_\_\_

Date of Receipt of Application: Apr 23/20Date deemed complete: Apr 23/20

Checked by: \_\_\_\_\_

Authorization of Owner Received: Yes ☐ No ☐ N/A ☒Date: Apr 28/20 William Tachau

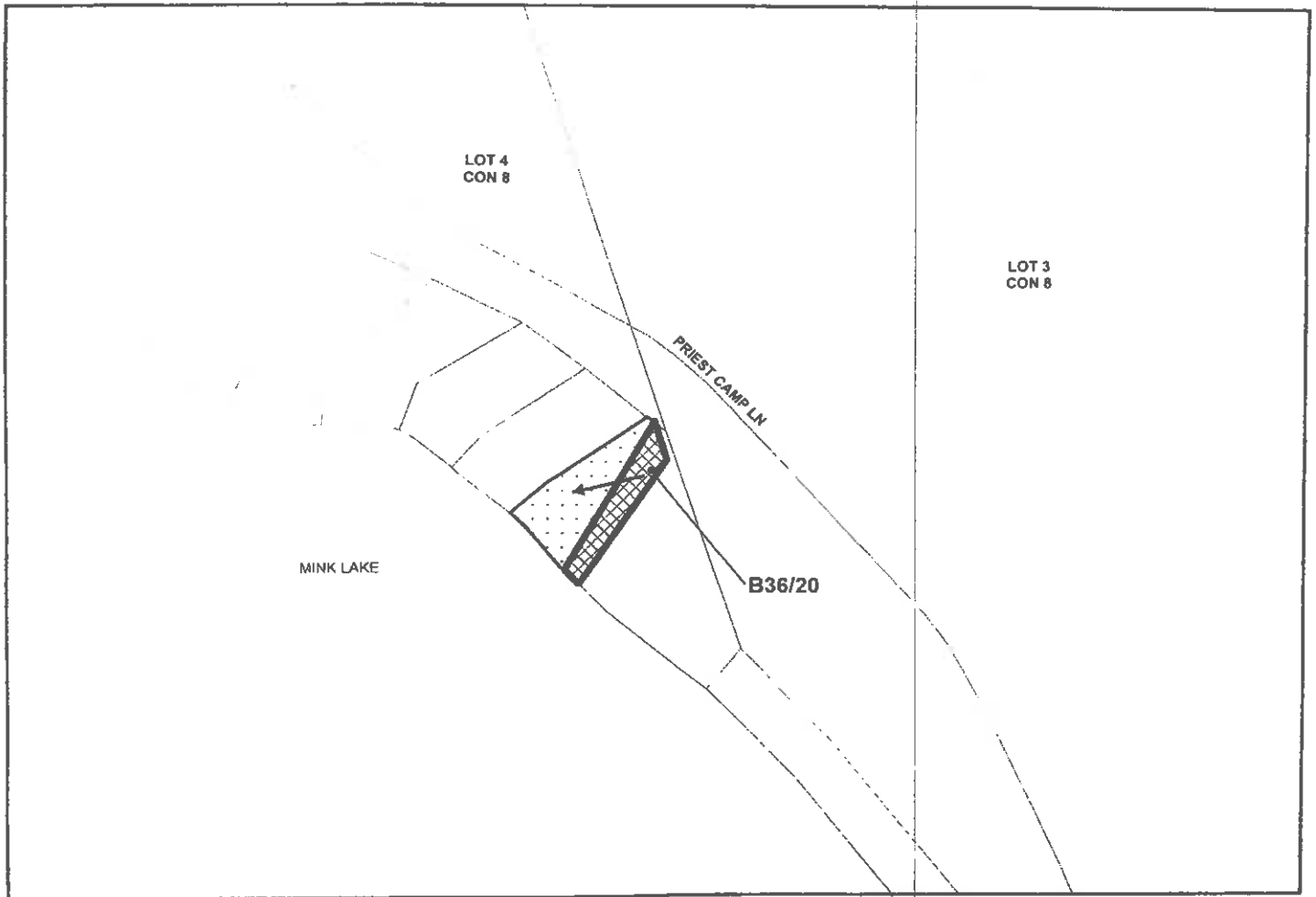
Secretary-Treasurer, Land Division Committee



Print



Save



## KEY MAP



1 centimeter = 20 meters

Township of NORTH ALGONA WILBERFORCE  
(geographic Township of Wilberforce)



Development & Property  
Department  
**CONSENT PLANNING REPORT  
TO THE COUNCIL OF THE  
TOWNSHIP OF NORTH ALGONA  
WILBERFORCE**

**PART A - BACKGROUND**

1. FILE NO.: **B36/20**
2. APPLICANT: Brent McIntyre
3. MUNICIPALITY: Township of North Algona Wilberforce  
(geographic Township of Wilberforce)
4. LOT: Part Lot 4 CON.: 8 STREET: 666 Priest Camp Lane
5. PURPOSE: Lot addition
- |   | <u>Severed</u> | <u>Retained</u> | <u>Lot Being Added To</u> |
|---|----------------|-----------------|---------------------------|
| 6. <u>OFFICIAL PLAN OF THE COUNTY OF RENFREW</u><br>Official Plan Designation(s): | Rural          | Rural           | Rural                     |
| 7. <u>ZONING BY-LAW OF THE TWP OF WILBERFORCE</u><br>(#04-97) Zone (s):           | LSR            | LSR             | LSR                       |
8. SITE PERFORMANCE STANDARDS:
- |                        | <u>Proposed Lot Area</u> | <u>Zoning By-law Requirement</u> | <u>Proposed Lot Frontage</u> | <u>Zoning By-law Requirement</u> |
|------------------------|--------------------------|----------------------------------|------------------------------|----------------------------------|
| Severed                | 500 m <sup>2</sup>       | <b>2025 m<sup>2</sup></b>        | 0 m                          | <b>30 m</b>                      |
| Total, if Lot Addition | 1700 m <sup>2</sup>      | <b>2025 m<sup>2</sup></b>        | 3.30 m                       | <b>30 m</b>                      |
| Retained               | 2400 m <sup>2</sup>      | <b>2025 m<sup>2</sup></b>        | 6.20 m                       | <b>30 m</b>                      |
- \* Note:
9. SEVERANCE HISTORY  
Number of new lots from original holding (1971) 1 previous severance: B361/73
10. BUILT-UP AREA Yes ☐ No ☒

## **PART B – COMMENTS**

### **1. CONFORMITY WITH OFFICIAL PLAN**

- (a) The proposal conforms with the Official Plan, based on the information available to this Department. ☒
- (b) The proposal will conform with the Official Plan if/when,  
(Sec. Nos. ) ☐
- (c) The proposal does not meet the intent of the Official Plan because, ☐

### **2. CONFORMITY WITH ZONING BY-LAW**

- (a) The proposal appears to meet the requirements of the Zoning By-law. ☒
- (b) The severed/retained portion/overall proposal would contravene the By-law because, ☐

### **3. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**

No Concerns ☒

Concerns ☐

Explanation of Concerns:

#### 4. **GENERAL PLANNING COMMENTS**

This application is for a lot addition. Both the retained parcel and the property that is to receive the additional lands are developed lots containing existing dwellings, wells and septic systems. There are no planning concerns related to this application.

#### 5. **RECOMMENDATIONS**

- (a) Planning concerns have NOT been identified in this report. Therefore, consent may be appropriate if supported by Council and the agencies. ☒
- (b) There are some planning concerns which Council should deal with as follows, before deciding whether to support the consent. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☐
- 
- (d) Conditions to the giving of consent should be considered for the following:
- ☒ Registered Plan of Survey
  - ☐ Zoning By-law Amendment:
  - ☐ Minor Variance:
  - ☐ Private Road Agreement:
  - ☐ Development Agreement:
  - ☐ Site Plan Control Agreement:
  - ☐ Notice on Title:
  - ☐ Shoreline Road Allowance Closure / Acquisition:
  - ☒ Other: Standard lot consolidation condition
- (e) There are serious planning concerns, refusal is recommended. ☐
- (f) Other Recommendations: ☐

---

Date: June 19, 2020  
Planner: Bruce Howarth, MCIP, RPP  
Senior Planner



**Ottawa Valley Waste Management Board  
Minutes  
April 29<sup>th</sup>, 2020**

A meeting of the above Board was held on-line via ZOOM at 3:00 p.m. on the above date, with the following persons in attendance:

Steve Bennett, Chairperson  
Tom Mohns, Vice-Chairperson  
Andrew Plummer, Member  
James Brose, Member

Township of Laurentian Valley  
Town of Petawawa  
City of Pembroke  
Township of North Algona Wilberforce

Sue McCrae, General Manager  
Daniel Burke, Finance & Support Services Supervisor  
Elizabeth Graham, Communications Officer  
Stephanie Wood, Finance Clerk

Ottawa Valley Waste Recovery Centre  
Ottawa Valley Waste Recovery Centre  
Ottawa Valley Waste Recovery Centre  
Ottawa Valley Waste Recovery Centre

Ernie Lafrance, PLC Member  
Peter Harrington

Town of Petawawa  
Welch LLP

Chairperson Steve Bennett, called the meeting to order at 3:08 p.m.

**Quorum**

The attendance of at least two-thirds of the members of the Board representing the parties hereto shall constitute a quorum at the Board meeting. A quorum is in attendance for today's meeting.

**Votes**

For today's meeting the total number of votes is 12, all matters coming before the Board for approval or consideration shall be decided by a majority vote of greater than 50% of the total votes taken regarding any matter before the Board for decision where such majority vote represents a majority vote of greater than 50% of the parties voting.

**1. Approval of April 29<sup>th</sup>, 2020 Meeting Agenda**

**Moved by:** Andrew Plummer

**Seconded by:** James Brose

That the April 29<sup>th</sup>, 2020 agenda be approved as presented.

**Carried**

**2. Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest.

**3. Approval of February 6<sup>th</sup>, 2020 Meeting Minutes**

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

That the Minutes of February 6<sup>th</sup>, 2020 meeting be adopted as presented.

**Carried**

**4. Transfer of Surplus to Reserves**

A resolution was passed:

**Resolution**

**That:**

The Board approves the transfer of the 2019 operating surplus of \$333,539.33 to the Vehicle & Rolling Stock Reserve as of December 31, 2019.

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

**Carried**

**5. Perpetual Care Investment**

This report was presented for information purposes only.

**6. Audited Financial Statements**

Peter Harrington of Welch LLP reviewed the audited financial statements.

A resolution was passed:

**Resolution**

**That:**

The Board approved the 2019 Audited Financial Statements as presented.

**Moved by:** Tom Mohns

**Seconded by:** James Brose

**Carried**

Peter Harrington left the meeting.

**7. Corporate Policies**

The following corporate policies were approved.

**7a. Policy A-04 – Workplace Discrimination & Harassment**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy A-04 Workplace Discrimination and Harassment.

**Moved by:** Andrew Plummer

**Seconded by:** James Brose

**Carried**

**7b. Policy A-09 – Violence in the Workplace**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy A-09 Violence in the Workplace.

**Moved by:** Tom Mohns

**Seconded by:** Andrew Plummer

**Carried**

**7c. Policy M-01 – Procurement**

A resolution was passed:

**Resolution**

**That:**

The Board approve Corporate Policy M-01 Procurement.

**Moved by:** Andrew Plummer

**Seconded by:** Tom Mohns

**Carried**

**8. Tender Approvals**

The following tenders were approved.

**8a. Loader (Report 20-A-05)**

A resolution was passed:

**Resolution**

**That:**

The Board authorize the purchase of a Case 321F (2020) loader to the low acceptable bidder of J.R. Brisson Equipment.

**Moved by:** Tom Mohns

**Seconded by:** James Brose

**Carried**

**8b. Bulky Waste Grinding (Report 20-A-06)**

A resolution was passed:

**Resolution**

**That:**

The Board authorize the General Manager to enter into a contract with Northern Bulk Logistics to provide grinding services for bulk waste material in the spring of 2020.

**Moved by:** James Brose

**Seconded by:** Andrew Plummer

**Carried**

**9. Landfill Leachate Treatment System Technology Review & Next Steps**

Documents will be submitted to the Ministry for approval to install the Nexcom SAGR System for treatment of landfill leachate impacted groundwater.

**10. Landfill Gas Collection Tender Update**

A tender is being prepared for installation of Landfill Gas Collection wells. Construction is expected to start in July.

**11. Algonquin Park Contract**

The next 5 – year term of the Algonquin Park contract has been confirmed by the Province.

**12. Operations Update**

Staff provided an update on operations during the COVID-19 pandemic.

**13. Next Meeting:**

**Motion to Conclude**

**Moved by:** Andrew Plummer

**Seconded by:** James Brose

**Carried**

Meeting Concluded at 4:20 p.m.

Minutes Prepared By: Elizabeth Graham

Distribution: All Present

CAO's/Treasurers

Welch & Company





# 2019

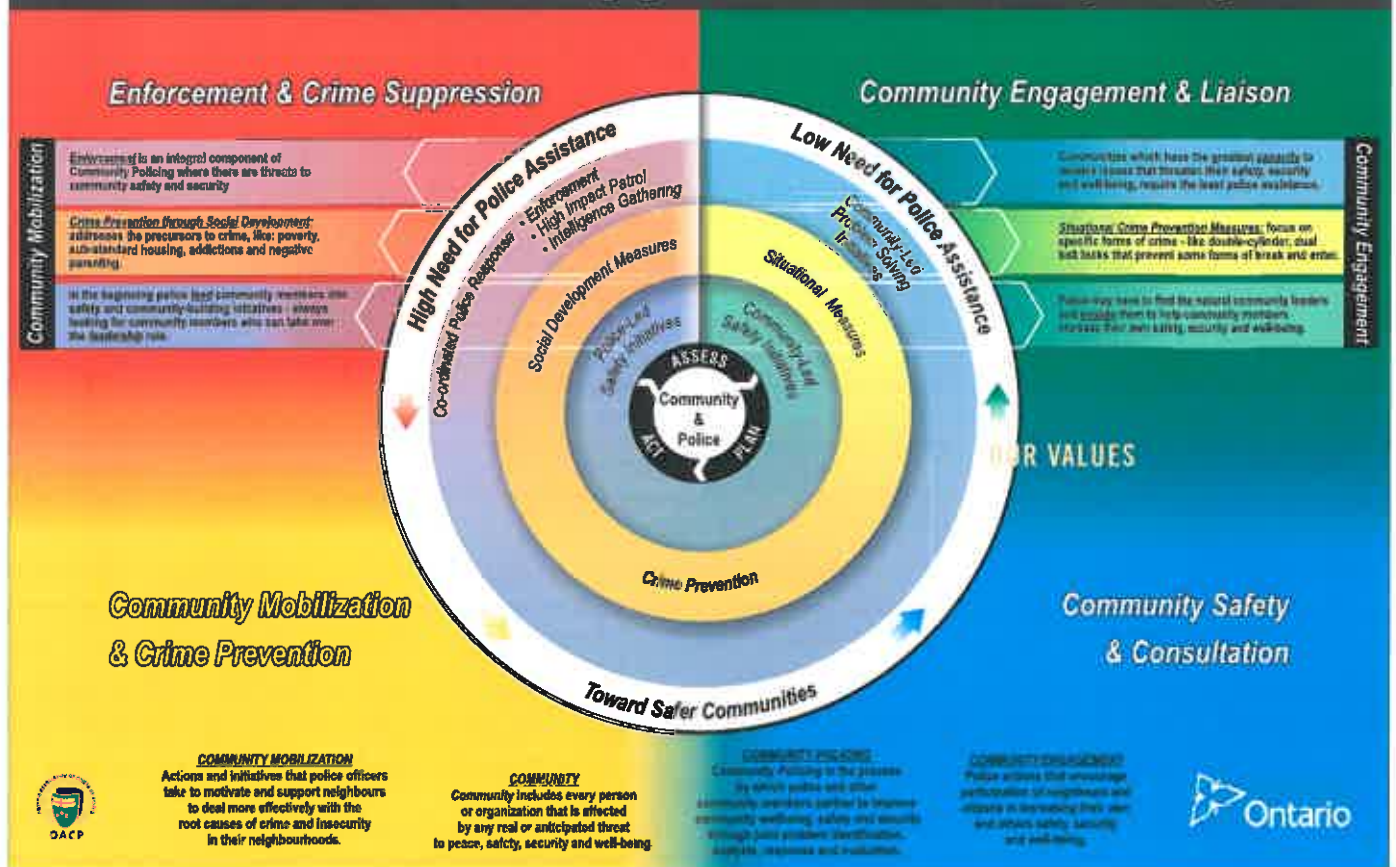
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## PROGRESS REPORT

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Killaloe  
DETACHMENT

# Ontario's Mobilization & Engagement Model of Community Policing



OUR VISION

Safe Communities... A Secure Ontario

OUR MISSION

To serve our province by protecting its citizens, upholding the law and preserving public safety.

OUR VALUES

Serving with pride, professionalism & honour  
Interacting with respect, compassion & fairness  
Leading with integrity, honesty & courage



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## Message from the Detachment Commander

I am pleased to present the Killaloe Detachment Team's 2019 Action Plan Progress Report.

As we look at the 2019 year, we recognize the many policing successes we have had, including but not limited to:

- In comparison to 2018, an overall 32% decrease in violent crime, and an overall 72% clearance rate for violent crimes (80% clearance rate for Sexual Offences and 85% clearance rate for Assaults);
- An overall 11% reduction in overall property crime as compared to the 2016-2018 average;
- Members having worked diligently to support victims of crime and reduce victimization through appropriate community referrals; and,
- Members having supported the Renfrew County Situation Table, and the detachment's Prolific Caller Program and Ride-Along Mental Health Program to reactively and proactively support our community members at "acutely elevated risk" and/or in distress/crisis.



We continue to focus on the reduction of harm and victimization in our community, specifically violent crime, property crime, illicit drugs and cybercrime.

Killaloe Detachment remains committed to a traffic safety approach to change unacceptable driver behaviours that are most often responsible for injuries and deaths on our roadways, waterways and trails. Our philosophy is that traffic safety education, engagement and enforcement activities are the core function and responsibility of every officer, every day, all the time, with specific focus on the "Big 4". The "Big 4" are the four most significant causal factors of fatal, personal injury and property damage collisions - Impairment, Speeding/Aggressive Driving, Inattentive/Distracted Driving, and Lack Of/Improper Occupant Restraint Usage.

We are extremely proud of the positive results achieved in the realm of interactions with and supporting of community members with mental health issues and/or in mental health crisis through the Renfrew County Situation Table, our detachment's Prolific Caller Program, and partnering with the Renfrew County Mental Health Crisis Unit. We will continue to partner, engage and educate to find solutions for services involving persons with mental health issues or in mental health crisis.

The Killaloe Detachment Team remains committed to reducing the number of prolific calls, false alarms and 911 calls-in-error, all of which serve to misdirect finite law enforcement resources, and challenge our endeavour to strategically redirect finite detachment resources to meet evolving community needs.

As we look forward, we will continue to engage in activities that address our main focus, with our main focus including but not being limited to:

- Reducing the occurrence of all crime, especially violent and property crime;
- Reducing deaths and injuries on our roadways, waterways and trails; and,
- Ensure all policing activities contribute to and are measured by the positive impact to community safety and well-being.

The dedication of the uniform and civilian members of the OPP Killaloe Detachment Team, together with the support of our municipalities, will support our continuing endeavour to increase/improve community safety and well-being.

Pat DiSaverio  
Staff Sergeant, Detachment Commander  
Killaloe Detachment

## Our Detachment

Killaloe Detachment is comprised of a host detachment located on Highway 60 in the Township of Killaloe, Hagarty and Richards just west of the Village of Killaloe, and a satellite detachment in the hamlet of Whitney, which is located on Highway 60 near the eastern boundary of Algonquin Provincial Park.

The expansive geographic area of the detachment falls within Renfrew County and Nipissing District. There are 260 kilometres of provincial highways, and approximately 2,276 kilometres of county and municipal roads. There are also many lakes, rivers and recreational trails within the detachment area.

The area population base is approximately 16,200, and increases significantly in the summer months with the addition of many seasonal residents and visitors. Algonquin Provincial Park alone attracts approximately one million visitors each year. Many permanent residents were born here, left the area to pursue employment elsewhere, and have subsequently returned to begin the next chapter of their life. Population levels have remained fairly stable historically, but appear to be trending slightly higher over the past decade.

Policing services to the Algonquins of Pikwàkanagàn First Nation Territory is provided by the Killaloe Detachment of the OPP under the authority of the Police Services Act. There is an established positive relationship between the Algonquins of Pikwàkanagàn and the OPP, and on-going efforts are being made to ensure a harmonious, trusting and mutually respectful relationship is maintained with this progressive community.

The major industries within the detachment area include tourism (e.g. camping, hunting, fishing, boating and snowmobiling), forestry and agriculture. The uncertainty of the current economy does raise concern for many, especially those within the forestry and tourism industries that are so vital to this area.

The Killaloe Detachment proudly serves the following municipalities, territory and parks:

South Algonquin Township	North Algona Wilberforce Township
Bonnechere Valley Township	Killaloe, Hagarty and Richards Township
Madawaska Valley Township	Brudenell, Lyndoch and Raglan Township
Algonquin Provincial Park	Carson Lake Provincial Park
Bonnechere Provincial Park	Opeongo River Provincial Park
Foy Property Provincial Park	Algonquins of Pikwàkanagàn First Nation Territory
Upper Madawaska Provincial Park	



## Overview

**OPP Facilities**

**Table 1.1**

Facility	Count
Detachment	1
Satellite Detachment	1
Eganville ESO	1

**Hours (Field Personnel)**

**Table 1.2**

	2017	2018	2019
ADMIN	9,206.50	9,401.25	9,794.50
COURT	2,198.50	2,184.75	2,181.50
CRIME	10,942.25	9,305.50	8,040.25
STATUTES	1,099.50	919.25	1,225.00
MUNICIPAL BY-LAWS	18.75	27.50	15.25
OPERATIONAL/SPECIALTY UNIT SUPPORT	10,857.25	10,739.50	12,115.00
PATROL	10,182.00	9,512.75	9,169.25
TRAFFIC	4,964.25	4,409.00	4,623.50
TRAINING	3,481.50	4,093.75	3,984.25
Total	52,950.50	50,593.25	51,148.50

**Criminal Code & Provincial Statute Charges Laid**

**Table 1.3**

Offences	2017	2018	2019
Highway Traffic Act	1,638	1,967	1,639
Criminal Code Traffic	80	44	36
Criminal Code Non-Traffic	440	420	361
Liquor Licence Act	31	24	39
Other	248	288	261

## Crime Data

### Violent Crimes

Table 2.1

Offences	2017	2018	2019	Clearance Rate
01 - Homicide	0	0	0	
02 - Other Offences Causing Death	1	0	0	
03 - Attempted Murder	0	0	0	
04 - Sexual Offences	14	11	10	80.00%
05 - Assaults	31	54	33	84.85%
06 - Abduction	0	1	1	100.00%
07 - Robbery	1	1	0	
08 - Other Crimes Against a Person	16	23	17	41.18%
09 - Total	63	90	61	72.13%

### Property Crimes

Table 2.2

Offences	2017	2018	2019	Clearance Rate
01 - Arson	2	0	0	
02 - Break and Enter	48	30	23	8.70%
03 - Theft Over \$5,000	6	10	10	10.00%
04 - Theft Under \$5,000	56	69	49	26.53%
05 - Have Stolen Goods	1	1	0	
06 - Fraud	18	25	40	5.00%
07 - Mischief	39	36	34	14.71%
08 - Total	170	171	156	14.74%

### Other Criminal Code

Table 2.3

Offences	2017	2018	2019	Clearance Rate
01 - Offensive Weapons	6	5	4	50.00%
02 - Other Criminal Code (excluding traffic)	39	46	38	68.42%
03 - Total	45	51	42	66.67%

**Drugs**

**Table 2.4**

<b>Offences</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Clearance Rate</b>
01 - Possession	14	2	4	100.00%
02 - Trafficking	4	0	0	
03 - Importation & Production	1	1	0	
04 - Possession of Cannabis	0	1	0	
05 - Distribution of Cannabis	0	0	0	
06 - Sale of Cannabis	0	0	1	100.00%
07 - Importation / Exportation of Cannabis	0	0	0	
08 - Cultivate, Propagate or Harvest Cannabis	0	0	0	
09 - Possess, produce, sell, distribute or import anything for use in production or distribution of illicit Cannabis	0	0	0	
10 - Use of young person in the commission of a cannabis offence	0	0	0	
11 - Other Cannabis Act	0	0	0	
12 - Total	19	4	5	100.00%

**Federal Statutes**

**Table 2.5**

<b>Offences</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Clearance Rate</b>
01-Other Federal Statutes	19	16	27	100.00%

**Intelligence-Led Policing – Crime Abatement Strategy**

**Table 2.6**

<b>Number of Checks</b>	<b>Number of Charges</b>
213	44



## 2019 Crime Progress Results

*Provincial Targeted Outcome: 2% reduction in overall violent crime by 2019*

*Provincial Targeted Outcome: 2% reduction in overall property crime by 2019*

### Violent Crime Progress Results

Violent Crime – Assault, Domestic Violence and Other Crimes Against a Person

**Priority Description:**

- Crimes of violence, especially domestic-related, have personal, social and economic impacts on society
- There were 33 assaults in 2019
- Approximately 60% of those charged were domestic-related

Activity	Progress Status	Progress Details
Engage Victim Services of Renfrew County and the Victim Witness Program to support victims of assault	Relevant Activity Underway	In 2016, all OPP detachments across the province entered into formal service agreements with their respective Victim Service agencies. As a result of the local agreement with Victim Services of Renfrew County (VSRC), notifications to victim services are now mandatory for all occurrences where a victim of crime exists, whether that be crimes against persons (e.g. assaults, threats, harassment, etc.) or property crimes (e.g. break & enter, mischief & thefts that are more than trifling in nature, etc.). All domestic violence occurrences, whether they be criminal or non-criminal, are referred to VSRC. In 2019, Killaloe Detachment generated 177 referrals for those in crisis/need to VSRC.
Engage the Family & Child Services of Renfrew County and Phoenix Centre in support of victimized families	Relevant Activity Underway	The Killaloe Detachment Community Safety Officer (CSO) was fully engaged with Child and Family Services and Phoenix Centre to support victims and families of domestic violence. The CSO is a member of the Renfrew County Situation Table, coordinates the detachment's Prolific Caller Program, the detachment's Ride-Along Mental Health Program, and is the detachment's Media Officer.
Engage our media partners and local school boards to support educational programming	Relevant Activity Underway	The Killaloe Detachment CSO was fully engaged with our media partners to promote awareness of domestic violence issues. To support educational programming, Killaloe Detachment has referred local school boards to the relevant entity with subject matter expertise in the field of the information/education being sought. Periodically included in the detachment's weekly media release, there are additions to the media release which enhance community resource awareness of issues surrounding domestic violence.
Education through the implementation of the "OPP Robbery Prevention Program"	Relevant Activity Underway	Killaloe Detachment's implementation of the "OPP Robbery Prevention Program" was deferred. In late 2019, Killaloe Detachment Commander initiated an initiative

Activity	Progress Status	Progress Details
		that would see all officers completing the OPP's on-line, in-house Crime Prevention Through Environmental Design (CPTED) training so as to be able to share this new knowledge with both residential and business community members.
Education through media messaging	Relevant Activity Underway	On-going weekly media releases, augmented by case/issue-specific media messaging, uploaded to OPP Media Portal.
Education through public presentations	Relevant Activity Underway	On-going public presentations on a variety of topics to diverse audiences where police are the subject matter experts. Where subject matter expertise on the topic is best provided by someone other than police, Killaloe Detachment referred the requestor to the most appropriate community entity to provide said presentation to the target audience.
Education through in-school programming	Relevant Activity Underway	Killaloe Detachment conducted in-school presentations with respect to the hazards of drug use, bullying and cyber-bullying, while transitioning to presentations being provided to the target audience by other community partners/entities that have greater subject matter expertise in the information being sought by the requestor.
Skills training for uniform members	Relevant Activity Underway	On an on-going basis, and 2019 was no exception, detachment members are provided new and/or updated training through a variety of sources such as, but not limited to, Ontario Police College (OPC), the OPP's Provincial Police Academy (PPA), the RMCP's Canadian Police College (CPC), and workshops/seminars provided by community partners. Mandated by Ontario's Police Services Act, officers must attend annual Block Training. As an example of information-sharing with our community partners, in 2019, representatives from the Bernadette McCann House attended Killaloe Detachment to promote domestic violence programming available in Renfrew County, and to provide updates on and promote their resources.
Continue to provide investigative excellence ensuring all investigations are thorough and completed in a timely manner	Relevant Activity Underway	Continuous supervisory reviews and approval processes are built into the reporting process for all occurrences for quality assurance purposes.
Ensure compliance with best practices and policies relating to domestic violence	Relevant Activity Underway	Detachment-level review is augmented by regional review and oversight for occurrences of domestic violence to ensure that all occurrences are investigated in accordance with established best practices, policies and procedures.
Reduce the occurrences of recidivism through the effective implementation of ILP-CAS	Relevant Activity Underway	On-going close supervision of community members who find themselves listed in the Intelligence Led Policing-Crime Abatement Strategy (ILP-CAS). The ILP-CAS has two

OPP KILLALOE Detachment 2019 Annual Progress Report

Activity	Progress Status	Progress Details
		<p>dedicated detachment members who have volunteered to oversee the strategy at detachment-level, but every officer contributes to conducting compliance checks. For 2019:</p> <ul style="list-style-type: none"> <li>- Total number of offenders: 23</li> <li>- Total number of offenders charged: 5</li> <li>- Total number of charges laid: 44</li> <li>- Total number offenders not contacted: 1</li> <li>- Total number of offenders contacted: 22</li> <li>- Total number of contacts made: 202</li> </ul>
Engage the office of the Crown Attorney to support successful prosecution of offenders	Relevant Activity Underway	<p>Effective communication strategies between the police and the Office of the Crown Attorney play a critical part in the successful prosecution of any offender, and in-turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Office of the Crown Attorney, the Initial Brief Questionnaire (IBQ) process was utilized in 2019. This format of communication between the Office of the Crown Attorney and detachment officers has resulted in improvements in the quality of Crown Brief submissions and efficiencies in tracking information. In 2019, the introduction of the SCOPE System (Scheduling Crown Operations Prepared Electronically) served to further increase efficiency and effectiveness of Crown Brief submissions and disclosure, and improve the recording and tracking of the aforementioned submissions and disclosures.</p>

## Property Crime Progress Results

### Property Crime – Break & Enter, Theft Under \$5000 and Mischief

#### Priority Description:

- Between 2016 and 2018 Killaloe Detachment had an average of 176 reported property crimes a year, compared to 156 reported in 2019.
- The majority of reported property crimes included: break and enter, theft under, and fraud.
- Property crimes result in victimization and affect public perceptions of the prevalence of crime and public safety in their community.

Activity	Progress Status	Progress Details
Engage Victim Services of Renfrew County to support victims	Relevant Activity Underway	As previously reported, Killaloe Detachment has entered into a formal service agreement with Victim Services of Renfrew County (VSRC), and in 2019 Killaloe Detachment generated 177 referrals to VSRC.
Engage Business Improvement Associations and Cottage Associations to promote educational programs	Relevant Activity Underway	On-going engagement by the Community Safety Officer (CSO) and Marine Officer.
Engage media partners to support broader educational programming	Relevant Activity Underway	CSO was fully engaged with our media partners to promote awareness of property crime issues.
Engage OPP Auxiliary Unit to support the implementation of "SafeGuard Ontario"	Relevant Activity Underway	<p>Killaloe Detachment is challenged in its efforts to promote the OPP's SafeGuard Ontario Property Security Program, mostly due to the detachment not having its own Auxiliary Unit. Killaloe Detachment has been provided assistance from the Auxiliary Units of neighbouring detachments when requested, but given the existing demands on these neighbouring Auxiliary Units, Killaloe Detachment requests for Auxiliary Unit members has been limited to larger-scale community events.</p> <p>In late 2019, Killaloe Detachment Commander initiated an initiative that would see all officers completing the OPP's on-line, in-house Crime Prevention Through Environmental Design (CPTED) training so as to be able to share this new knowledge with both residential and business community members.</p>
Engage "Crime Stoppers" Program	Relevant Activity Underway	<p>Renfrew County Crime Stoppers is a non-profit organization dedicated to supporting communities to reduce victimization and solve crime. Killaloe Detachment continues to support Renfrew County Crime Stoppers by accepting and investigating "Tips". The Detachment Community Safety Officer acts as the Crime Stoppers liaison officer.</p> <p>In addition, Killaloe Detachment contributes, on an as-needed basis, to the "Crime of the Month" program,</p>

OPP KILLALOE Detachment 2019 Annual Progress Report

Activity	Progress Status	Progress Details
		highlighting an unsolved crime for Crime Stoppers in an effort to obtain information from the public that might assist in solving the crime.
Education through media messaging	Relevant Activity Underway	On-going weekly and case-specific media messaging uploaded to OPP Media Portal.
Education through public presentations and presentations to commercial audiences	Relevant Activity Underway	On-going public presentations on a variety of topics to diverse audiences.  In late 2019, Killaloe Detachment Commander initiated an initiative that would see all officers completing the OPP's on-line, in-house Crime Prevention Through Environmental Design (CPTED) training so as to be able to share this new knowledge with both residential and business community members.
Education through the "Lock it or Lose It" program	Relevant Activity Underway	The "Lock It or Lose It" program is an on-going public education initiative to raise awareness about the importance of not leaving valuables in your vehicle, and to ensure that you lock your vehicle when parked and unattended.  Although not formally utilized in 2019, on-going media releases encouraged the public to secure their vehicles while parked and unattended.
Continue to provide investigative excellence ensuring all investigations are thorough and completed in a timely manner	Relevant Activity Underway	On-going supervisory review and approval process is built into the reporting process for all occurrences for quality assurance purposes.
Investigative support from Street Crime Unit or Crime Unit member assigned	Relevant Activity Underway	In 2019, the reality of Killaloe Detachment's staffing level allowed for two officers to be assigned full-time to the detachment's Crime Unit, and no officer assigned to the Community Street Crime Unit. Regardless, Killaloe Detachment's requests, as needed, for Community Street Crime Unit assistance/investigative support from neighbouring detachments were always satisfied.
Reduce the occurrences of recidivism through the effective implementation of ILP-CAS	Relevant Activity Underway	On-going close supervision of those on Intelligence Led Policing-Crime Abatement Strategy (ILP-CAS) by way of two dedicated detachment members to oversee ILP-CAS initiative, while being supported by every frontline detachment member conducting compliance checks.
Improve data integrity through timely and accurate Uniform Crime Reporting (UCR) coding of occurrences	Relevant Activity Underway	On-going review and approval of UCR coding, including periodic audit of UCR compliance for 2019.
Continued use of a shared Detachment Analyst to identify areas of concern relating to property crime to identify trends and direct enforcement activities	Relevant Activity Underway	On-going analysis of data conducted at both detachment-level and regional-level to identify trends and/or "hot spots" support the strategic redirecting of finite police resources to meet evolving community needs.

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Activity	Progress Status	Progress Details
Engage the Regional Support Team and Regional Intelligence Unit to support frontline investigations	Relevant Activity Underway	On-going engagement when required.
Engage the office of the Crown Attorney to support successful prosecution of offenders	Relevant Activity Underway	Effective communication strategies between the police and the Office of the Crown Attorney play a critical part in the successful prosecution of any offender, and in-turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Office of the Crown Attorney, the Initial Brief Questionnaire (IBQ) process was utilized in 2019. This format of communication between the Office of the Crown Attorney and detachment officers has resulted in improvements in the quality of Crown Brief submissions and efficiencies in tracking information. In 2019, the introduction of the SCOPE System (Scheduling Crown Operations Prepared Electronically) served to further increase efficiency and effectiveness of Crown Brief submissions and disclosure, and improve the recording and tracking of the aforementioned submissions and disclosures.

## Illicit Drug Crime Progress Results

### Illicit Drugs (including Opioids)

#### Priority Description:

- Drug abuse, in all its forms, is a major contributing factor to social disorder in our community
- Trends in Killaloe Detachment area include: possession, production and prescription drug use
- Illicit drug investigations are complex, time consuming and often multi-jurisdictional
- The opioid crisis is a complex health and social issue with devastating consequences for individuals, families, and communities

Activity	Progress Status	Progress Details
Engage social service providers (addiction counselling services, mental health services, etc.) to support crime prevention programming	Relevant Activity Underway	On-going engagement of stakeholders through the Renfrew County Situation Table process, including engagement of community members who are below the "acutely at-risk" threshold, to support these community members, which in-turn supports crime prevention and increasing community safety and well-being.
Engage medical community, including local pharmacies, to support a reduction in prescription drug abuse	Relevant Activity Underway	On-going limited engagement.
Engage local schoolboards to support in-school programming	Relevant Activity Underway	On-going limited engagement in 2019, with education/engagement being transitioned over to community partners with greater subject matter expertise in the realm of the harm/hazards of illicit drug use.
Engage the designated Federal Crown to support successful prosecution of offenders	Relevant Activity Underway	Effective communication strategies between the police and the Federal Crown Attorney play a critical part in the successful prosecution of any offender, and in-turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Federal Crown, feedback is continually provided between both parties.
Education through broad media messaging	Relevant Activity Underway	On-going weekly and case/issue-specific media messaging uploaded to OPP Media Portal.
Education through public presentations and presentations to specific target audiences	Relevant Activity Underway	On-going limited engagement in 2019, with education/engagement being transitioned over to community partners with greater subject matter expertise in the realm of the harm/hazards of illicit drug use.
Delivery of "OPP KIDS" programming	Relevant Activity Underway	On-going, with elements of "OPP KIDS" programming being delivered on an as-requested basis.

Activity	Progress Status	Progress Details
Partner with Health Unit to conduct presentations to the public on opioid issues	Relevant Activity Underway	No presentations delivered in partnership with Renfrew County Health Unit in 2019.
Continue to provide investigative excellence ensuring all investigations are thorough and completed in a timely manner	Relevant Activity Underway	On-going supervisory review and approval process is built into the reporting process for all occurrences for quality assurance purposes.
Utilize the support of Community Street Crime Unit	Relevant Activity Underway	In 2019, the reality of Killaloe Detachment's staffing level allowed for two officers to be assigned full-time to the detachment's Crime Unit, and no officer assigned to the Community Street Crime Unit. Regardless, Killaloe Detachment's requests, as needed, for Street Crime Unit assistance/investigative support from neighbouring detachments was always satisfied.
Engage the OPP Organized Crime Enforcement Bureau to support frontline investigations	Relevant Activity Underway	On-going liaison with the Organized Crime Enforcement Bureau as required.
Engage the office of the Federal Crown Attorney to support successful prosecution of offenders	Relevant Activity Underway	<p>Effective communication strategies between the police and the Office of the Crown Attorney play a critical part in the successful prosecution of any offender, and in-turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Office of the Crown Attorney, the Initial Brief Questionnaire (IBQ) process was utilized in 2019. This format of communication between the Office of the Crown Attorney and detachment officers has resulted in improvements in the quality of Crown Brief submissions and efficiencies in tracking information.</p> <p>In 2019, the introduction of the SCOPE System (Scheduling Crown Operations Prepared Electronically) served to further increase efficiency and effectiveness of Crown Brief submissions and disclosure, and improve the recording and tracking of the aforementioned submissions and disclosures.</p>



## Cyber Crime Progress Results

Reducing victimization from cyber and/or technology-enabled crime through engagement and education

### Priority Description:

- The OPP continues to be concerned about the impact of cyber-bullying and other online criminal activities
- Cyber-bullying can generally be defined as sending or posting harmful or cruel text messages or images using the internet or other digital communication devices
- Cyber-bullying continues to emerge as one of the more challenging issues facing educators, parents and police as young people embrace the internet and other mobile communication technologies

Activity	Progress Status	Progress Details
Engage local schoolboards to support educational programming for students and teachers <ul style="list-style-type: none"> <li>• Continued implementation of "OPP KIDS" programming</li> </ul>	Relevant Activity Underway	On-going, with elements of "OPP KIDS" programming being delivered on an as-requested basis.
Continue to participate in Community Threat Risk Assessments	Relevant Activity Underway	On-going participation on a case-by-case basis.
Education through broad media messaging	Relevant Activity Underway	On-going weekly and case/issue-specific media messaging uploaded to OPP Media Portal.
Education through public presentations and presentations to specific target audiences	Relevant Activity Underway	On-going public presentations on a variety of cyber crime-related topics to diverse audiences on an as-requested basis.
Promote awareness of "Cybertip.ca" and "Need Help Now" web resources	Relevant Activity Underway	On-going promotion of web resources by way of weekly media releases, augmented by case/issue-specific media messaging, uploaded to OPP Media Portal.
Continue to provide investigative excellence ensuring all investigations are thorough and completed in a timely manner	Relevant Activity Underway	On-going supervisory review and approval process is built into the reporting process for all occurrences for quality assurance purposes.
Engage the OPP Investigation Support Bureau – Electronic Crime (e-Crime) Section to support frontline investigations	Relevant Activity Underway	E-Crime Unit engaged as required.
Engage the office of the Crown Attorney to support successful prosecution of offenders	Relevant Activity Underway	Effective communication strategies between the police and the Office of the Crown Attorney play a critical part in the successful prosecution of any offender, and in-turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Office of the Crown Attorney, the Initial Brief Questionnaire (IBQ) process was utilized in 2019. This format of communication between the Office of the Crown Attorney and detachment officers has resulted in

Activity	Progress Status	Progress Details
		<p>improvements in the quality of Crown Brief submissions and efficiencies in tracking information.</p> <p>In 2019, the introduction of the SCOPE System (Scheduling Crown Operations Prepared Electronically) served to further increase efficiency and effectiveness of Crown Brief submissions and disclosure, and improve the recording and tracking of the aforementioned submissions and disclosures.</p>

## Traffic Data

The OPP is focused on the “Big Four” factors in deaths and injuries: lack of occupant restraint, aggressive driving including speeding, impaired and distracted driving

### Motor Vehicle Collisions (MVC) by Type

Table 3.1

(Includes roadway, off-road and motorized snow vehicle collisions)

Offences	2017	2018	2019
Fatal Motor Vehicle Collisions	1	3	2
Personal Injury Collisions	45	41	51
Property Damage Collisions	301	324	331
Total	347	368	384
Alcohol-related Collisions	7	7	2
Animal-related Collisions	170	183	180
Speed-related Collisions	31	44	56
Inattentive-related Collisions	55	32	33
Persons Killed	1	3	2
Persons Injured	56	59	77

### Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2017	2018	2019
Fatal Motor Vehicle Collisions where Primary Cause is Speed	0	0	0
Fatal Motor Vehicle Collisions where Primary Cause is Alcohol	0	1	0
Persons Killed where lack of seatbelt use is a Factor	0	1	0
Fatal Motor Vehicle Collisions where Primary Cause is Inattentive	0	0	0
Fatal Motor Vehicle Collisions where Animal is the Primary Cause	0	0	0

### Fatalities in Detachment area

Table 3.3

	Category	2017	2018	2019
Roadway	Fatal Incidents	1	3	1
	Persons Killed	1	3	1
	Alcohol-related Incidents	0	1	0
Marine	Fatal Incidents	0	1	0
	Persons Killed	0	1	0
	Alcohol-related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	0	0	1
	Persons Killed	0	0	1
	Alcohol-related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
	Persons Killed	0	0	0
	Alcohol-related Incidents	0	0	0

## 2019 Traffic Progress Results

### Provincial Targeted Outcome: 2% reduction in total motor vehicle collisions by 2019

The Big Four causal factors are impaired (alcohol/drug), speeding/ aggressive and inattentive/distracted driving and lack of occupant restraint and safety equipment. These factors are the primary causes of fatal, personal injury and property damage collisions on roadways, waterways and trails

- Personal injury and property damage collisions increased slightly in 2019.
- The number of fatal collisions over the past number of years has remained relatively low.

Activity	Progress Status	Progress Details
Engage the MTO to support educational programming and highway engineering changes	Relevant Activity Underway	Education and engagement activities with MTO on-going.
Engage the County of Renfrew, Municipal and Band road authorities to support ongoing highway safety initiatives	Relevant Activity Underway	On-going engagement.
Engage Alcohol and Gaming Commission Ontario (AGCO) for compliance-based education with licence holders	Relevant Activity Underway	On-going engagement as required.
Engage municipalities and Special Occasion Permit holders regarding responsible service	Relevant Activity Underway	On-going efforts to encourage municipalities to develop comprehensive alcohol and major event policies. Provide Special Occasion Permit applicants with information, suggestions and best practices to assist with compliance at their event.
Engage the Regional Intelligence Unit (Traffic Analyst) to support ILP-CAS	Relevant Activity Underway	Continuous and on-going engagement with Regional Analysts to identify trends and "hot spots" allow for the strategic redirection of finite detachment resources to meet evolving traffic safety needs and issues.
Engage Ontario government and local municipality to obtain RIDE grants	Relevant Activity Underway	Successfully applied and received RIDE Grant funding for Bonnechere Valley Township. Multiple RIDE Programs conducted serve to educate, engage and enforce.
Education through media messaging	Relevant Activity Underway	On-going weekly and Traffic Safety Initiative-specific media messaging uploaded to OPP Media Portal, augmented by media messaging conducted by the broader OPP.
Education through public presentations and presentations to specific target audiences	Relevant Activity Underway	On-going public presentations on a variety of topics to diverse audiences on an as-requested basis.
"Speeding Costs You Deerly Campaign" (reduced animal collision campaign)	Relevant Activity Underway	On-going participation in Traffic Safety Initiatives/Campaigns utilizing public education, engagement with three levels of government, and enforcement (including directed patrols) in high-collision locations.
Utilize Collision Prevention through Environmental Design	Relevant Activity Underway	Utilized CPTED as appropriate.

Activity	Progress Status	Progress Details
(CPTED) to identify external causation factors		
Participate in all provincial traffic safety campaigns	Relevant Activity Underway	Full participation in all provincial Traffic Safety Initiatives/Campaigns.
Proactive RIDE initiatives	Relevant Activity Underway	On-going RIDE initiatives conducted, with the endeavour of RIDE being conducted at a minimum of once per shift.
Maintain a high level of proactive enforcement on detachment area highways	Relevant Activity Underway	On-going proactive enforcement of the "Big Four", fueled by the philosophy that traffic safety education, engagement and enforcement activities are the core function and responsibility of every officer, every day, all the time.
Utilize timely data analysis to identify traffic hotspots for targeted enforcement	Relevant Activity Underway	On-going data analysis conducted at detachment-level and/or regional-level by Regional Analysts to identify trends and "hot spots" serves to strategically redirect finite detachment resources to meet evolving traffic safety needs and issues.
Continue to support Traffic Management Officer positions	Relevant Activity Underway	Having regard for the volume of calls for service, coupled with having adopted the philosophy that traffic safety education, engagement and enforcement activities are the core function and responsibility of every officer, every day, all the time, a dedicated Traffic Management Officer position at Killaloe Detachment is not required.
Engage the office of the Crown Attorney to support successful prosecution of offenders	Relevant Activity Underway	<p>Effective communication strategies between the police and the Provincial Court Crown Attorney play a critical part in the successful prosecution of any offender, and in turn support increasing community safety and well-being. In an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Provincial Crown, feedback is continually provided between both parties.</p> <p>In relation to criminal code offences, in an effort to continually strengthen communication and improve the quality of Crown Brief submissions by police to the Office of the Crown Attorney, the Initial Brief Questionnaire (IBQ) process was utilized in 2019. This format of communication between the Office of the Crown Attorney and detachment officers has resulted in improvements in the quality of Crown Brief submissions and efficiencies in tracking information.</p> <p>In 2019, the introduction of the SCOPE System (Scheduling Crown Operations Prepared Electronically) served to further increase efficiency and effectiveness of Crown Brief submissions and disclosure, and improve the recording and tracking of the aforementioned submissions and disclosures.</p>

## Other Policing Data

### Mental Health

Table 4.1

Contact Made	No Contact Made	Empty BMHS* Forms	Complete BMHS* Forms	BMHS* Compliance
79	1	0	78	99%

\*Brief Mental Health Screener (BMHS)

### 9-1-1 Pocket Dials

Table 4.2

Call Type	2017	2018	2019
Unknown Wireless	196	278	512
Officer Confirmed Pocket Dial	2	2	5
% Officer Confirmed	1%	1%	1%

## 2019 Other Policing Progress Results

### Pocket Dials/False Alarms Progress Results

Partner to reduce the impact/risk/frequency of false alarms

- False alarm calls are high risk response
- Operational 2 in billing summary – high volume, low time standard
- Ineffective use of resources
- Over the last 3 years the Killaloe Detachment averaged 230 false alarms per year

Activity	Progress Status	Progress Details
Engage local media to support educational messaging	Relevant Activity Underway	On-going media messaging.
Engage PSB, CPAC, Municipalities and Band Council to encourage the implementation of false alarm by-laws	Relevant Activity Underway	On-going messaging. Township of Algona Wilberforce working towards creation and implementation of False Alarm By-Law, with support of police.
Engage local businesses to understand their monitoring system and maintaining their system	Relevant Activity Underway	On-going messaging.

## Community Well Being Progress Results

Continue collaborating for an enhanced police response to persons experiencing a mental health crisis

- Hours per officer visit to a hospital, and specifically an emergency room, with persons suffering from mental health crisis detracts from other community safety initiatives
- Effective response to mental health issues involves a broad spectrum of community service providers, including police, working together in partnership

Activity	Progress Status	Progress Details
Engage Renfrew County Community Mental Health Services, hospital emergency departments and Renfrew County Paramedic Services in support of improving the emergency response to persons suffering from mental health crisis	Relevant Activity Underway	On-going engagement with service providers to improve response to persons suffering mental health issues/crisis.
Engage Police Service Boards (PSB), Community Police Advisory Committee (CPAC), Municipalities and Band Council to support the Community Safety Planning Process and to increase public awareness of mental health issues in our communities	Relevant Activity Underway	<p>Killaloe Detachment engaged municipal leaders to communicate the detachment's support as municipalities build their Community Safety and Well-Being Plans (CSWBP). Utilizing the Ministry of Solicitor General's booklet entitled Community Safety and Well-Being Planning Framework – A Shared Commitment in Ontario as a resource, in late 2019, the Killaloe Detachment Commander initiated a plan to meet with municipal CSWBP Coordinator(s) to ascertain what stage of CSWBP creation they found themselves, and to provide support in its CSWBP creation. The Detachment Commander's plan includes:</p> <ul style="list-style-type: none"> <li>• Seeking membership to the CSWBP Advisory Board to share in its responsibilities as identified in the Framework; and,</li> <li>• Seeking membership to the CSWBP Implementation Team for priority risks whose strategy to reduce those risks involves a police response.</li> </ul>
Engage media partners to support public education	Relevant Activity Underway	On-going weekly media releases, augmented by case/issue-specific media messaging, uploaded to OPP Media Portal.
Engage all social service partners to identify at risk persons and to develop intervention strategies to prevent crisis	Relevant Activity Underway	<p>The Killaloe Detachment CSO is an active member of the Renfrew County Situation Table. Every month since April 2017 the candidate submitted for consideration to the Situation Table by Killaloe Detachment has been identified as an "acutely elevated risk", and helped by Situation Table partner(s).</p> <p>The CSO also operates the detachment's Prolific Caller Program (PCP). On the PCP list (approximately a dozen at</p>



Activity	Progress Status	Progress Details
		<p>any one time) are “at-risk” community members with mental health-related challenges, whom frontline officers are frequently interacting with. The CSO proactively conducts “home-visits” to interact with these “at-risk” people, and connects them with appropriate community resources as needed.</p> <p>Further, the CSO operates the detachment's Ride-Along Mental Health Program, whereby a mental health nurse from Pembroke Regional Hospital once per week partners/rides-along with the crisis intervention-trained CSO to proactively visit "at-risk" community members and/or persons on the PCP list, while also responding to mental health-related police calls for service.</p> <p>In 2019, Killaloe Detachment generated 35 referrals to the Mental Health Crisis Unit alone, over-and-above the work done with the PCP and Ride-Along Mental Health Program.</p>
Engage OPP Crime Prevention Section - Mental Health/Vulnerable Persons Unit as a resource to frontline programs and investigations	Relevant Activity Underway	Engaged as required.
Participate as a stakeholder in the Renfrew County Situation Table identifying acutely elevated persons at risk and participating in interventions	Relevant Activity Underway	The Killaloe Detachment CSO is an active member of the Renfrew County Situation Table. Every month since April 2017 the candidate submitted for consideration to the Situation Table by Killaloe Detachment has been identified as an “acutely elevated risk”, and helped by Situation Table partner(s).

## Endnotes

### Table 1.2 Hours (Field Personnel)

Source: Ontario Provincial Police, Daily Activity Reporting (DAR) System, Business Intelligence (BI) Cube. (2020/03/16)

Note: Based on Total hours of activity reported in DAR under selected Obligated Duty Codes (CCC, Traffic, Patrol, Total) reported to Home Location.

The % change is based on last year over previous year.

### Table 1.3 Criminal Code & Provincial Statute Charges Laid

Source: Ministry of the Attorney General Integrated Court Offence Network (ICON) (2020/03/16)

Note: Charges are based on date charge added into the court system (ICON) and not date of offence.

"Other" charges is comprised of CAIA, Other Provincial & Federal Offences including drug offences.

The % change is based on last year over previous year.

### Tables 2.1, 2.2, 2.3, 2.4, 2.5

Source: Records Management System (RMS Niche) All Offence Level BI Cube, (2020/03/16)

Note: Actual occurrences, Stats Can Valid occurrences only, Non-FN Coverage Types only, Primary Offence Level only, Violent & Property Crime, Other Criminal Code and Federal Statute categories aligned with public reporting standards. The % change is based on last year over previous year. For a more detailed explanation of Uniform Crime Reporting Codes see Statistics Canada, Uniform Crime Reporting at [www.statcan.gc.ca](http://www.statcan.gc.ca)

### Table 2.1 Violent Crimes

#### Corresponding Primary Offence Levels

01\* Murder 1st Degree, Murder 2nd Degree, Manslaughter, Infanticide

02 Criminal Negligence Causing Death, Other Related Offences Causing Death

03 Attempted Murder, Conspire to Commit Murder

04 Aggravated Sexual Assault, Sexual Assault with a Weapon, Sexual Assault, Other Criminal Code \* Sec. 151 – Sec. 160, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Sexually Explicit Material to Child with Intent, Luring a Child via a Computer, Anal Intercourse, Bestiality – Commit/Compel/Incite Person, Voyeurism

05 Aggravated Assault Level 3, Assault with a Weapon, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using Firearm (or Imitation) in commission of offence, Pointing a Firearm, Assault Peace Officer, Assault Peace Officer with a Weapon OR Cause Bodily Harm, Aggravated Assault on Peace Officer, Criminal Negligence – Bodily Harm, Trap Likely to or Cause Bodily Harm, Other Assaults / Admin Noxious thing

06 Kidnapping / Confinement, Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Abduction Under 16, Remove Child from Canada, Abduction Contravening A Custody Order, Abduction – No Custody Order

07 Robbery, Robbery of Firearms

08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-Justice Participant, Criminal Harassment, Threatening / Indecent Phone Calls, Utter Threats, Explosives, Arson – Disregard for Human Life, Other Criminal Code \* against public order

\*Homicide Data is extracted from Homicide Survey

### Table 2.2 Property Crimes

#### Corresponding Primary Offence Levels

01 Arson

02 Break & Enter, Break & Enter – Firearms, Break & Enter – Steal firearm from motor vehicle

03 Theft Over, Theft Over \$5,000 – Motor Vehicle, Theft from Motor Vehicles Over \$5,000, Theft Over \$5,000 Shoplifting, Theft of Motor Vehicle

04 Theft Under \$5,000, Theft Under \$5,000 – Motor Vehicle, Theft from Motor Vehicles Under \$5,000, Theft Under \$5,000 Shoplifting

05 Possession of Stolen Goods, Trafficking in Stolen Goods over \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods over \$5,000, Trafficking in Stolen Goods under \$5,000 (incl. possession with intent to traffic), Possession of Stolen Goods under \$5,000

06 Fraud, Identity Theft, Identity Fraud

07 Mischief, Mischief to Property Over \$5,000 Exp., Mischief to Property Under \$5,000 Exp., Mischief to Religious Property Motivated by Hate, Altering / Destroying / Removing a vehicle identification number

### Table 2.3 Other Criminal Code

#### Corresponding Primary Offence Levels

01 Offensive Weapons – Explosives, Use of Firearm in Offence, Offensive Weapons – Weapons Trafficking, Possess Firearm while prohibited, Other Criminal Code \* Sec. 78 – Sec. 96, Import / Export – Firearm / Weapon / Ammunition / Device, Offensive Weapons – Point Firearm, Other Criminal Code \* Sec. 105 – Sec. 108, Breach of Firearms Regulation – Unsafe Storage

02 Prostitution – Bawdy House, Live on avails of prostitution, Parent / Guardian Procure sexual activity, Prostitution under 18 – Procuring, Prostitution – Other Prostitution, Betting House, Gaming House, Other Gaming and Betting, Bail Violations, Counterfeit Money, Disturb the Peace, Escape Custody, Indecent Acts, Child Pornography, Voyeurism, Public Morals, Lure Child via Computer, Obstruct Public Peace Officer, Prisoner Unlawfully at Large, Trespass at Night, Fail to Attend Court, Breach of Probation, Threatening / Harassing Phone Calls, Utter Threats to Property / Animals, Advocating Genocide, Public Incitement of Hatred, Unauthorized record for sale, rental, comm. Distribution, Other Criminal Code \* Sec. 46 – Sec. 78.1, Property or Services for Terrorist Activities, Terrorism – Property, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruct Terrorist Act, Harbour or conceal a Terrorist, Hoax Terrorism, Offensive Weapons – Careless use of firearms, Bribery / Perjury, Other Criminal Code \* Sec. 176 – Sec. 182, Interception / Disclosure of Communication, Other Criminal Code \* Sec. 215 – Sec. 319, Other Criminal Code \* Sec. 337 – Sec. 352, Other Criminal Code \* Sec. 415 – Sec. 427, Intimidation of Justice System Participant, Other Criminal Code \* Sec. 437 – Sec. 447, Offences Related to Currency, Proceeds of Crime, Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commission of offence for Criminal Organization, Participate in Activities of Criminal Organization, Other Criminal Code \* Sec. 462 – Sec. 753

## Table 2.4 Drugs

### Corresponding Primary Offence Levels

01 Possession—Heroin, Possession—Cocaine, Possession—Other Controlled Drugs and Substances Act (CDSA), Possession—Cannabis, Possession—Methamphetamine (Crystal Meth), Possession—Methylenedioxyamphetamine (Ecstasy)

02 Trafficking—Heroin, Trafficking—Cocaine, Trafficking—Other CDSA, Trafficking—Cannabis, Trafficking—Methamphetamine (Crystal Meth), Trafficking—Methylenedioxyamphetamine (Ecstasy)

03 Import/Export—Heroin, Import/Export—Cocaine, Import/Export—Other Drugs, CDSA \*Sec.6 Import/Export

## Table 2.5 Federal Statutes

### Corresponding Primary Offence Levels

01 Other Federal Statutes, Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act, Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Other Federal Statutes

## Table 2.6 Intelligence-Led Policing – Crime Abatement Strategy

Source: Records Management System (RMS Niche) Extract Report, (2020/03/16)

Information is derived from the ILP-CAS Persons Search Report RMS Niche.

## Table 3.1 Motor Vehicle Collisions (MVC) by Type

(Includes roadway, off-road and motorized snow vehicle collisions)

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2020/03/16)

Note: Count of Reportable Fatal, PI and PD Collisions entered into the eCRS for MVC, MSV and ORV Report Types regardless of status, excluding FN detachments. Count of Alcohol-related collisions where Alcohol-Involved indicated as Yes in eCRS.

The % change is based on last year over previous year.

## Table 3.2 Primary Causal Factors in Fatal MVCs on Roadways

Source: Ontario Provincial Police Collision Reporting System (CRS), (2020/03/16)

Note: Count of Reportable Fatal Collisions entered into the eCRS where Report Types is MVC only regardless of status, excluding FN detachments. Total Fatal Collisions includes collisions where causal factors are not listed in this table. Count of Speed-related collisions where contributing factor speed or speed too fast for conditions OR driver action exceeding speed limit or speed too fast for conditions. Count of Alcohol-related collisions where Alcohol-Involved indicated as Yes in eCRS. Count of collisions where victim type is deceased and safety equipment use is equipment not used but available or no equipment available. Count of collisions where distracted drivers is based on contributing factor of inattentive driver or driver condition reported as inattentive. Count of collisions where wildlife a factor is contributing factor reported as animal - wild or domestic.

The % change is based on last year over previous year.

\* Seatbelt includes: Use unknown, lap and shoulder belt, lap belt only, lap belt only of combined assembly, child safety seat used incorrectly, child safety seat used correctly, other passive restraint device.

## Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2020/03/16)

Note: Count of Fatal incidents and persons killed entered into the eCRS where Collision Type is reported as Fatal by report type (MVC, Marine, MSV, ORV). Alcohol-related is a count of the incidents where Alcohol-Involved on the Details Screen reported as Yes. First Nation Detachments were excluded from this count. Motorized Snow Vehicles Statistics are reported seasonally from October 1st to March 31st each reporting period. The % change is based on last year over previous year.

## Table 4.1 911 Pocket Dials

Source: Computer Aided Dispatch (CAD) System, (2020/03/20)

Note: CAD data and will not mirror any other data sources on how 911 calls/911 hang ups are reported. 911 Officer Confirmed Pocket Dial data represents CAD occurrences entered by PCC Communicators for calls received with no-voice contact from cellular devices only. Where an officer confirms that a 911 Wireless call was indeed a 911 Pocket Dial the event types be changed and may not mirror other data sources (e.g. Niche) that reference 911 calls. This represents only a small percentage of all 911 calls handled and dispatched by the OPP. \*Please note, in November of 2018, PCCs introduced new policy with respect to 911 calls, specifically ones that came into the CAD system without a telephone call. Data reporting for 2019 will be reflective of new policy.

## Table 4.2 2019 Mental Health Strategy Data

Source: Records Management System (RMS Niche), (2020/02/20). Compliance breaks down the number of occurrences with a Mental Health UCR code present vs. the number of occurrences with a BMHS form present.

Note: Occurrences between 2019/01/01 00:00 and 2019/12/31 23:59

\* Occurrences with MH UCR Code 8529

# OPP PROGRAMS AND SERVICES



# 2019

## PROGRESS REPORT

Proactive and Reactive  
Policing/Investigation

Aboriginal Policing

Alcohol and Gaming Enforcement

Asset Forfeiture

Auxiliary Policing/Chaplaincy

Aviation/Flight Operations

Breath Analysis/Drug Recognition

Canine

Chemical, Biological, Radiological,  
Nuclear and Explosive Response

Child Exploitation Investigation

Civil and Human Rights  
Claim investigation

Collision Reconstruction  
and Investigation

Commercial Vehicles and  
Dangerous Goods

Communications

Community Policing

Complaint Investigation

Contraband Tobacco Enforcement

Court Case Management

Crime Analysis

Crime Prevention and  
Community Safety

Crime Stoppers

Criminal Investigation Services  
and Major Case Management

Crisis Negotiations

Drug Enforcement

Drug Evaluation and Classification

Emergency Management

Emergency Response

Explosives Disposal

Forensic and Identification Services

Hate Crimes/Extremism Investigation

Illegal Gaming Investigation

Incident Command

Intelligence

Marine/Motorized-Snow  
and Off-Road Vehicle  
and Motorcycle Patrol

Media Relations

Offender Transportation

Ontario Sex Offender Registry

Organized Crime Investigation

Polygraph

Protective Services

Provincial Anti-Terrorism

Provincial Operations Centre

Public Order

Repeat Offender  
Parole Enforcement

RIDE (Reduce Impaired  
Driving Everywhere)

Search and Rescue

Surveillance – Electronic  
and Physical

Tactical Emergency Medical

Tactics and Rescue

Technological Crime/Digital  
Evidence Forensics and Analysis

Threat Assessment and Criminal  
Behavioural Analysis

Traffic Safety

Training

Underwater Search and Recovery

United Nations Policing Missions

Unmanned Aerial Systems

Urban Search and Rescue

Violent Crime Linkage Analysis

Victim Assistance

Victim Identification and Rescue

Weapons Enforcement

Witness Protection

The above list corresponds with the Adequacy and Effectiveness of Police Services Regulation (Adequacy Standards, O. Reg. 3/99). The list further provides an overview of various OPP programs and services but should not be considered complete.



**Killaloe  
DETACHMENT**

Highway 60, RR 2  
Killaloe, Ontario  
K0J 2A0

Tel: (613) 757-2600  
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[www.opp.ca](http://www.opp.ca)



**2019**

**PROGRESS  
REPORT**



## Township of North Alton Wilberforce COUNCIL / COMMITTEE REPORT

Title:  Changes to Off Road Vehicle Regulations	Date:	August 18, 2020
	Council/Committee:	Council
	Author:	Andrew Sprunt
	Department:	Administration

### RECOMMENDATIONS:

This report is for information and direction from Council.

### BACKGROUND:

In the early 2000's, the Province amended the Highway Traffic Act to prohibit ATV's (and later Side by Sides) on municipal roads, unless municipalities passed a by-law to permit with restrictions either type of vehicle. North Alton Wilberforce's current by-law, 2016-05, only permits an ATV which is a single rider or a 2-up rider. Side by Sides were never permitted on NAW municipal roads.

The Highway Traffic Act has been amended as of July 1, 2020 to add a new class of vehicle called Off Road Vehicles (ORV) which are described as:

- Extreme Terrain Vehicles (XTV) which are 6 or 8 wheeled amphibious vehicles, commonly referred to as Argos.
- Off Road Motorcycles (ORM) which are 2 wheeled off road motorcycles.

Under the Act, a municipality would have to pass a by-law to permit and put restrictions in place to control the usage of these new vehicle types.

If Council does not want to make changes to the by-law to permit either the Side by Side class or the Extreme Terrain Vehicles, nothing has to be done at this time. The current by-law permitting 1 rider and 2-rider (not side by side) with restrictions continues to be in effect.

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However, additional changes are coming to the Highway Traffic Act as of January 1, 2021. The wording in the Act is changing to permit all three classes – ATV, Side by Side and ORV – unless the municipalities pass a by-law to restrict or prohibit the use of any of the 3 classes of vehicles. This means that all three types will be permitted on all North Algona Wilberforce municipal roads as of New Year's Day.

While there are a few months before this takes place, the time will pass by quickly. This may be a situation where Council CPAC reps discuss at their next meeting what other municipalities are planning or considering.

So, in summary, currently off road vehicles are prohibited in the Highway Traffic Act unless a municipality passes a by-law to permit them and restrict their uses. As of January 1, 2021, the Act is changing to permit all off road vehicles unless a municipality passes a by-law to prohibit them or restrict their usage.

## **ALTERNATIVES:**

The option is to do nothing and the three types of off road vehicles will be permitted without restrictions.

## **FINANCIAL IMPLICATIONS:**

nil

## **ATTACHMENTS:**

Attached is a copy of 2016-05 and information sheets from the Ministry of Transportation.

## **CONSULTATIONS:**

nil

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature

**THE MUNICIPAL CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP**  
**BY-LAW #2016-05**  
**BEING A BY-LAW TO REGULATE THEIR OPERATION OF ALL-TERRAIN VEHICLES ON MUNICIPAL**  
**HIGHWAYS WITHIN THE CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP**

WHEREAS Pursuant to Section 191.8(3) of the Highway Traffic Act, R.S.O. 1990, c H.8, as amended the Council of a Municipality may pass-by-laws,

- (a) Permitting the operation of off-road vehicles with three or more wheels and low pressure bearing tires on any highway within the municipality that is under the jurisdiction of the municipality, or on any part or parts of such highway,
- (b) Prescribing a lower rate of speed for All-Terrain vehicles by regulation on any highway within the municipality that is under its jurisdiction, or on any part or parts of such highway, including prescribing different rates of speed for different highways or parts of highways,

**THEREFORE THE COUNCIL OF THE CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP ENACTS AS FOLLOWS:**

**I. REGULATION OF ALL TERRAIN VEHICLES ON HIGHWAYS:**

1. An All-Terrain Vehicle may be driven on North Algona Wilberforce Roads only if, in addition to meeting the requirements of Part III and IV of O.Reg 316/03.
2. The All-Terrain shall not be driven at a rate of speed greater than,
  - a) 20 kms per hour, if the speed limit established under the Highway Traffic Act or by Municipal By-Law for that part of the highway is not greater than 50 kms per hour, or
  - b) 50 kms per hour, if the speed limit established under the Highway Traffic Act or by Municipal By-Law for that part of the highway is greater than 50 kms per hour.
3. The driver and the passenger of the All-Terrain Vehicle shall wear a helmet that complies with the requirements of the Off-Road Vehicles Act.
4. The All-Terrain Vehicle shall be driven on the shoulder of the highway in the same direction as the traffic using the same side of the highway.
5. Despite subsection 4, the All-Terrain Vehicle may be driven on the roadway in the same direction as the traffic using the same side of the highway if,
  - a) There is no shoulder; or
  - b) The shoulder of the highway is obstructed and cannot be used by the All-Terrain Vehicle.

**II. GENERAL:**

1. Operation of All-Terrain Vehicles shall be permitted by By-Law upon the highways under the jurisdiction of North Algona Wilberforce Township and in accordance with Ontario Regulation 316/03 of the Highway Traffic Act and the Off Road Vehicles Act, as amended.

**III. PENALTIES:**

1. Any person who contravenes any section of the By-Law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.

**IV. EFFECTIVE**

1. This By-Law shall come into force and take effect on the day of its passing and shall remain in effect until otherwise amended or repealed.

READ A FIRST AND SECOND TIME THIS 4<sup>th</sup> DAY OF JANUARY 2016

 MAYOR	 CLERK
--	---

READ A THIRD TIME AND FINALLY PASSED THIS 4<sup>th</sup> DAY OF JANUARY 2016

 MAYOR	 CLERK
--	---



July 10, 2020

Dear Municipal Stakeholder,

I am pleased to announce that as of **July 1, 2020** the province expanded the types of off-road vehicles permitted on-road to two new additional types: off-road motorcycles commonly known as dirt bikes; and, extreme terrain vehicles, which are semi-amphibious vehicles with six or more wheels. This updated regulation can be found at <https://www.ontario.ca/laws/regulation/030316>.

It is important to note that the same on-road access rules for existing off-road vehicles continue to apply for these new vehicles on provincial roadways (Please see Schedule B of *Ontario Regulation 316/03: Operation of Off-Road Vehicles on Highways*). Similarly to the previously permitted vehicle types, municipalities may permit the use of off-road motorcycles and extreme terrain vehicles in their local jurisdiction through by-law. However, municipalities with existing by-laws permitting off-road vehicles will need to amend their by-law after July 1, 2020 if they want to allow these the new types of vehicles on their local roads. By-laws created before July 1, 2020 apply only to those classes of off-road vehicle which were permitted to operate on-road at the time: all-terrain vehicles, two-up all-terrain vehicles, and side by sides (utility terrain-vehicles, recreational off highway vehicles).

To support municipalities with these changes, the ministry has developed guidance documents to help municipalities decide whether to permit these new vehicles on their local roadways. These documents also provide guidance for proposed, yet to be proclaimed, changes for municipalities listed in Ontario Regulation 8/03 which will amend the way off-road vehicles are permitted on-road access to municipal roads. In municipalities listed in Ontario Regulation 8/03, off-road vehicles will automatically be allowed on municipal roads unless the municipality creates a by-law to prohibit or restrict their use. These new provisions have a target implementation date of January 1, 2021 and will replace the current requirement that those municipalities listed in Ontario Regulation 8/03 must enact a by-law to permit off-road vehicles to operate on identified municipal roads. If you have any questions regarding these future changes, please contact the general inquiry line for the Safety and Information Management office of the Operations Division at 905-704-2960.

For reference, the guidance documents are attached.

I would ask that you please forward this notice and enclosed guidance material to the attention of municipal staff in charge of traffic safety and those responsible for enforcing off-road vehicle laws in your area. If there are any questions regarding these amendments, please do not hesitate to contact the Acting Manager at the Safety Program Development Office Erik Thomsen at (647)-638-5210 or [erik.thomsen@ontario.ca](mailto:erik.thomsen@ontario.ca).

Thank you for your assistance in communicating this change.

Sincerely,

A handwritten signature in black ink, appearing to read "Angela Litrenta". The signature is fluid and cursive, with the first name "Angela" written in a larger, more prominent script than the last name "Litrenta".

Angela Litrenta  
A/Director  
Safety Program Development Branch  
Ministry of Transportation

Attachment – Municipal Guidance Materials

# Provincial Requirements

## Additional Off-road Vehicles Allowed On-road

Effective July 1, 2020, the Ministry of Transportation (MTO) is making changes to add off-road motorcycles (ORM) and extreme terrain vehicles (XTV) to the existing list of off-road vehicles (ORV) permitted on-road. These two new ORV types will be in addition to the currently permitted 4 wheeled ORV types.

### Municipal Considerations

**Municipalities will continue to have the authority and make decisions about ORVs by way of by-law to:**

- ▶ **Permit ORVs**
- ▶ **Only allow specific ORVs on road**
- ▶ **Only allow ORVs at specific hours of the day**
- ▶ **Impose additional speed limits**

ORV is a general term used to capture several different vehicles designed for off-road, however, only certain off-road vehicles that meet the requirements in Ontario Regulation 316/03 are permitted on-road:

### All-Terrain Vehicles

"A "single-rider" all-terrain vehicle (ATV) is designed to travel on four low-pressure tires, having a seat designed to be straddled by the operator, handlebars for steering control and it must be designed by the manufacturer to carry a driver only and no passengers.



A two-up ATV is designed and intended for use by an operator or an operator and a passenger. It is equipped with straddle-style seating and designed to carry only one passenger.



### Side-by-Sides

A recreational off-highway vehicle (ROV) has two abreast seats, typically built with a hood, and uses a steering wheel instead of a motorcycle steering handlebar.



A utility terrain vehicle (UTV) has similar characteristics to an ROV but typically also features a box bed. UTVs are generally designed for utility rather than for recreational purposes.



### New Off-Road Vehicle Types

Extreme Terrain Vehicles (XTVs), commonly referred to as Argos are 6+ wheeled off-road vehicles capable of riding in multiple terrains, including through water. These vehicles sometimes come with tracks, however, tracked versions are not being permitted on road and are restricted to off-road use only.



Off-Road Motorcycles (ORMs) are 2 wheeled off-road vehicles that come in varying configurations such as, but not limited to: Recreational ORM, Trail ORM, Competition ORM, Dual sport ORM.



### July 1, 2020

Vehicles permitted on any municipal road where a by-law is created to enable their use will continue to be permitted.

**MUNICIPAL BY-LAWS:** Effective July 1, 2020, additional types of ORVs can be permitted on municipal roads and provincial roadways where local municipalities create **new** by-laws to enable their use (existing ORV by-laws granting access will not automatically permit new types; a new by-law will need to be passed after July 1, 2020).

**LICENCE REQUIREMENT:** These new vehicle types will require at least a G2 or M2 licence, the same as other off-road vehicles. These vehicles do not come with lights so they are restricted from operating at night or when the weather is poor unless equipped with proper aftermarket lighting. Also, no passengers are allowed on ORMs.

### Proposed for January 1, 2021

Proposed for January 1, 2021, in municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads. Municipalities must create a by-law to restrict or prohibit their use.

### More Information

With respect to the enforcement of these laws, the police act independently when carrying out their duties. Any issues with the day-to-day operations of police services and the actions of its officers should be raised with the local chief of police or his/her representative. All set fines can be found on the [Ontario Court of Justice website](https://www.ontario.ca/justice).

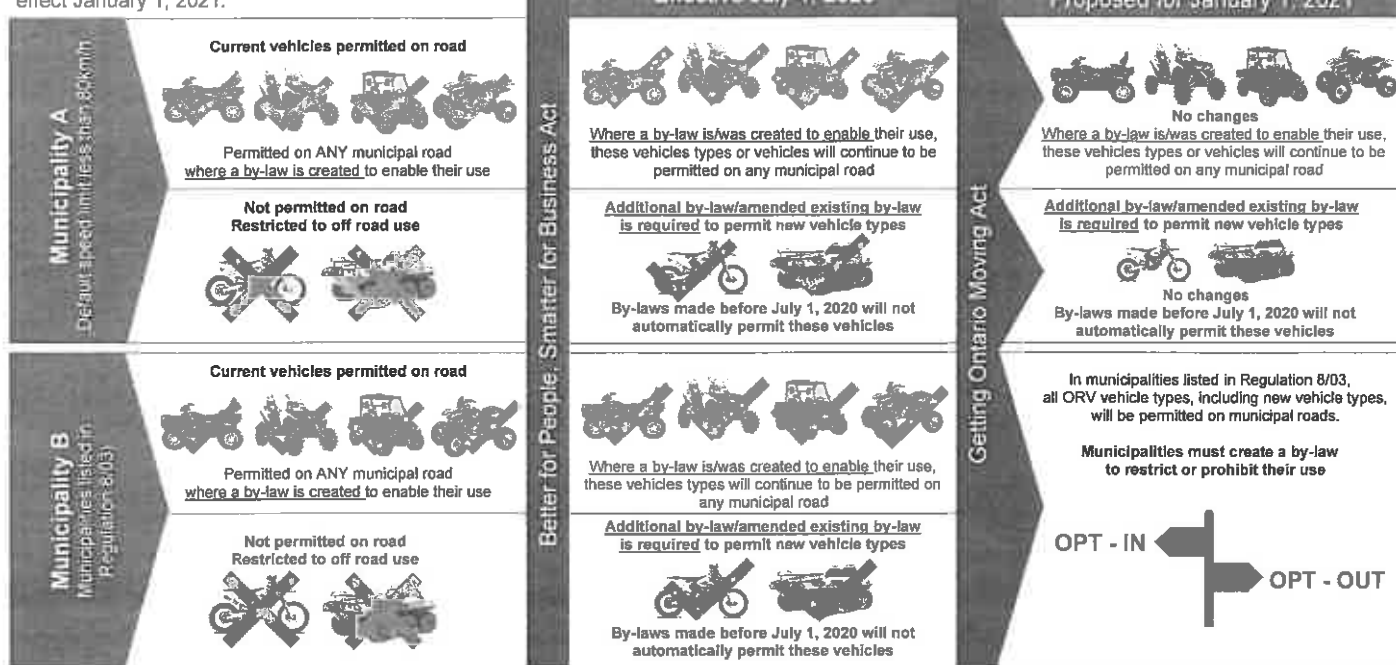
This document is a guide only. For official purposes, please refer to the *Highway Traffic Act* and regulations. For more information, please visit [Ontario.ca/ATV](https://ontario.ca/ATV).

## Additional Off-road Vehicles Allowed On-road (continued)

Provincial Requirements						
	Existing Types permitted: ATVs, Two-Up ATVs, ROVs, UTVs				New Types: ORMs and XTVs	
	Operator Requirements	Existing rider safety requirements:	Rider safety requirements:			
		<ul style="list-style-type: none"> <li>▶ Must be at least 16 years old</li> <li>▶ Must hold at least a valid G2 or M2 licence</li> <li>▶ Wear an approved motorcycle helmet</li> <li>▶ Wear a seat belt, where provided</li> <li>▶ Travel at speeds less than the posted speed limit</li> <li>▶ Travel only on shoulder, and where unavailable, right most portion of the roadway</li> <li>▶ Be driven in the same direction as traffic</li> <li>▶ Carry the ATV/ORV's registration permit</li> </ul>	<ul style="list-style-type: none"> <li>▶ Must hold at least a valid G2 or M2 licence (same as existing ORV types)</li> <li>▶ Must be at least 16 years old</li> <li>▶ Wear an approved motorcycle helmet</li> <li>▶ Wear a seat belt, where provided</li> <li>▶ Travel at speeds less than the posted speed limit</li> <li>▶ Travel only on shoulder, and where unavailable, right most portion of the</li> <li>▶ Be driven in the same direction as traffic</li> <li>▶ Carry the ATV/ORV's registration permit</li> </ul>			
	Passenger Safety Requirements	Existing passenger safety requirements:	Passenger safety requirements			
		<ul style="list-style-type: none"> <li>▶ If the vehicle was manufactured with seat belts, everyone must buckle up</li> <li>▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests</li> <li>▶ The number of occupants is limited to the number of available seating positions</li> <li>▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence</li> <li>▶ All riders – drivers and passengers – must wear an approved motorcycle helmet</li> </ul>	<ul style="list-style-type: none"> <li>▶ NEW No passengers are permitted on ORM's while operating on-road</li> <li>▶ If the vehicle was manufactured with seat belts, everyone must buckle up</li> <li>▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests</li> <li>▶ The number of occupants is limited to the number of available seating positions</li> <li>▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence</li> <li>▶ All riders – drivers and passengers – must wear an approved motorcycle helmet</li> </ul>			
	Vehicle Requirements	<ul style="list-style-type: none"> <li>▶ Be registered and plated</li> <li>▶ Be insured</li> <li>▶ Must have wheels in contact with the ground</li> <li>▶ Be compliant with one of the ANSI/COHV standards listed in s.10 of Ontario Regulation 316/03 (certification label commonly found near footrest)</li> <li>▶ Have headlights and taillights on at all times</li> </ul>	<ul style="list-style-type: none"> <li>▶ NEW Exempted from the standards listed in s.10</li> <li>▶ NEW As an alternative to the standards listed in s.10 of Ontario Regulation 316/03 XTVs must comply with sections 7.2, 7.3, 7.4, 7.5 (other than section 7.5.1), 7.6, 7.7, 7.8 and 7.9 of the Society of Automotive Engineers Standard J2258, entitled "Light Utility Vehicles" (braking ability, lighting, rollover protection)</li> <li>▶ NEW XTVs that are tracked are not permitted on-road</li> <li>▶ NEW Have headlights and taillights on between sunset and sunrise (nighttime riding) or when the weather is unfavourable</li> <li>▶ NEW ORM's must have a minimum wheel rim diameter of 250 mm, and has a minimum wheelbase of 1 016 mm (to prevent pocket bikes)</li> <li>▶ NEW ORM's may meet federal definition for Restricted Use Motorcycles, and would need to meet federal standards, or may be Competition Vehicles, for which no federal standards apply</li> <li>▶ Be registered and plated</li> <li>▶ Be insured</li> <li>▶ Must have wheels in contact with the ground</li> </ul>			

## Off-Road Vehicles

During 2019, the Ministry of Transportation made two legislative amendments to the *Highway Traffic Act* to improve the experience of off-road vehicle (ORV) riding in the province. These changes, outlined within this infographic, have two effective dates: One set of changes became effective as of July 1, 2020 and the second set of changes are proposed to take effect January 1, 2021.



			2020 Budget	Q2 Actual	2020 Projection	
REVENUE	TAXATION REVENUE	COMMERCIAL	(128,900)	(128,521)	(128,500)	
		COMMERCIAL VAC L/VAC BLDG	(400)	(356)	(400)	
		FARMLAND	(51,900)	(52,279)	(52,300)	
		INDUSTRIAL	(27,200)	(22,640)	(22,700)	
		INDUSTRIAL VAC L/VAC BLDG	(100)	(98)	(100)	
		MANAGED FORESTS	(11,100)	(11,100)	(11,100)	
		PAYMENT IN LIEU	(20,500)	(10,172)	(25,800)	
		RESIDENTIAL & FARM	(2,883,500)	(2,881,121)	(2,881,200)	
	TAXATION REVENUES Total		(3,123,600)	(3,106,287)	(3,122,100)	
	FUNDING & GRANTS	ACCESSIBILITY GRANT	(22,000)	0	(22,000)	
		CANADA DAY GRANT	(1,300)	(1,600)	(1,600)	
		CANADA INFRASTRUCTURE GRANT	(943,000)	0	(943,000)	
		GAS TAX REBATE	(88,400)	(88,430)	(88,400)	
		ONTARIO MUNICIPAL PARTNERSHIP FUND	(599,700)	(299,850)	(599,700)	
		RED GRANT	0	(9,753)	(9,800)	
		SUMMER JOBS SERVICE GRANT	(4,000)	0	(4,000)	
	TRANSPORTATION - ROADWAYS		(199,000)	(65,962)	(199,000)	
	FUNDING & GRANTS Total		(1,857,400)	(465,595)	(1,867,500)	
	OTHER INCOME	9-1-1 SIGNS	(500)	(150)	(500)	
		BANK INTEREST	(8,000)	(1,944)	(5,000)	
		BUILDING PERMITS	(25,000)	(4,192)	(25,000)	
		BY LAW ENFORCEMENT	(1,000)	0	0	
		DOG TAGS	(2,000)	(1,423)	(2,000)	
		FIRE DEPT FIRES	(2,000)	(1,804)	(2,000)	
		FOOD VENDOR PERMITS	(1,500)	(500)	(500)	(1)
		GENERAL GOVERNMENT	(10,000)	(9,986)	(15,000)	
		GL COMM CENTRE RENTALS	(500)	(176)	(300)	
		GL POST OFFICE RENTALS	(6,800)	(4,252)	(6,800)	
		LOTTERY LICENCE FEE	(100)	0	0	
		MAPS/COPIES/FAX	0	(118)	(200)	
		OTHER PROGRAMS	(3,000)	0	0	(1)
		PENALTIES & INTEREST ON TAXES	(85,000)	(37,565)	(70,000)	(1)
		PLANNING FEES - O.P. & ZONING	(2,000)	(1,540)	(2,000)	
		SALE OF EQUIPMENT/LAND	(80,000)	0	(80,000)	(2)
		SEWAGE SYSTEM PERMITS	(10,000)	(1,322)	(5,000)	
		SWIM REGISTRATION FEES	(3,500)	0	0	(1)
		TAX CERTIFICATES	(5,000)	(2,880)	(5,000)	
		TRANSPORTATION SERVICES	(3,500)	0	(3,500)	
		TWP BALL DIAMOND RENTALS	(300)	0	0	
		TWP COTTAGE RENTALS	(2,000)	(900)	(1,000)	(1)
		RANKIN SUPPORT GROUP	0	(7,300)	(7,300)	
		TIPPING FEES	(80,000)	(21,191)	(45,000)	(1)
	OTHER INCOME Total		(331,700)	(97,243)	(276,100)	
	RESERVE WITHDRAW		(751,800)	0	(751,800)	(3)
	RESERVE WITHDRAW Total		(751,800)	0	(751,800)	
REVENUE Total		(6,064,500)	(3,669,125)	(6,017,500)		
EXPENSE	COUNCIL	COUNCIL - CONFERENCES/MEETINGS	12,000	3,371	12,000	(4)
		COUNCIL - EXPENSES	10,000	1,980	10,000	(4)
		COUNCIL - MEMBERSHIPS	2,000	0	2,000	
		COUNCIL - PUBLIC RELATIONS	5,500	625	3,000	
		COUNCIL - SALARIES & BENEFITS	85,200	47,545	85,200	
		COUNCIL- SPECIALIZED TRAINING	5,000	0	5,000	(4)
		Donations - COUNCIL	0	2,500	2,500	
		ELECTION - MATERIALS/SUPPLIES	1,300	1,221	1,300	
	COUNCIL Total		121,000	57,243	121,000	
	ADMIN	ADMIN - ACCOUNTING/AUDIT	22,000	0	22,000	
		ADMIN - ADVERTISING	4,000	2,422	4,000	
		ADMIN - COMPUTER EXPENSE	20,000	11,788	20,000	
		ADMIN - CONFERENCES	3,000	813	3,000	(4)
		ADMIN - CONTRACTS	51,000	29,226	51,000	
		ADMIN - LEGAL FEES	55,000	24,808	55,000	
		ADMIN - MAINTENANCE/COPIER	5,000	857	5,000	
		ADMIN - MEMBERSHIPS	3,000	2,019	3,000	
		ADMIN - OFFICE SUPPLIES	8,000	4,161	8,000	
		ADMIN - POSTAGE	6,500	3,512	6,500	
		ADMIN - TELEPHONE	3,200	3,246	6,500	
		ADMIN - WAGES & BENEFITS	434,100	315,624	459,100	
		ADMIN - CAPITAL EXPENDITURES	30,000	26,068	26,100	(5)
		ADMIN. MILEAGE/EXPENSES	1,500	1,033	1,500	
		EFFICIENCY REVIEW, STAT PLAN, REBRAND	155,000	5,405	155,000	(6)
		FINANCIAL CHARGES	2,500	730	2,500	

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		2020 Budget	Q2 Actual	2020 Projection		
EXPENSE	ADMIN	MUNICIPAL HALL - EXPENSE	5,000	8,131	10,000	
		MUNICIPAL HALL - HYDRO	4,000	2,930	4,000	
		MUNICIPAL HALL - INSURANCE	26,000	26,986	27,000	
		SAFE WATER	1,000	321	1,000	
		SHORELINE EXPENSES	0	5,962	4,000	
		TAX REGISTRATION/LEGAL	500	0	500	
		TAXES - ARB'S WRITEOFFS	10,000	435	100	
		VALLEY EMPLOYEE & FAMILY ASSISTANCE	5,000	2,083	5,000	
		ZONING BYLAW UPDATE	15,000	750	15,000	
	ADMIN Total		870,300	479,311	894,800	
	BYLAW	BYLAW SUPPLIES	10,000	2,906	10,000	
		BYLAW TRAINING	10,000	2,748	10,000	
		BYLAW WAGES & BENEFITS	14,700	6,542	14,700	(4)
	BYLAW Total		34,700	12,196	34,700	
	FIRE	DOUGLAS FIRE DEPT - FIRES	4,500	1,140	4,500	
		DOUGLAS FIRE DEP'T ANNUAL FEE/EXP	7,500	0	7,500	
		EGANVILLE EXTRICATION	5,000	1,000	5,000	
		FIRE DEPT - BUILDING EXP	3,500	227	3,500	
		FIRE DEPT - CAPITAL	100,500	16,727	100,500	(7)
FIRE DEPT - CERTIFICATION		4,000	604	4,000		
FIRE DEPT - CONFERENCES		3,000	76	3,000		
FIRE DEPT - EQUIP/TOOL EXP		10,000	9,536	10,000		
FIRE DEPT - FIRE PREVENTION		15,000	1,601	15,000	(4)	
FIRE DEPT - FURNACE FUEL		7,000	5,285	7,000		
FIRE DEPT - HYDRO		8,000	1,011	5,000		
FIRE DEPT - INSURANCE		25,000	23,580	23,600		
FIRE DEPT - MAINTENANCE		3,000	3,480	5,000		
FIRE DEPT - MILEAGE & MEAL EXP		1,500	397	1,500		
FIRE DEPT - OFFICE SUPPLIES		2,000	3,222	3,500		
FIRE DEPT - PROTECTIVE GEAR EXP		12,000	2,206	12,000		
FIRE DEPT - RADIO/PAGER		6,000	1,855	6,000		
FIRE DEPT - SCBA EXP		8,000	2,874	8,000		
FIRE DEPT - TRAINING		4,000	1,530	4,000	(4)	
FIRE DEPT - UNIFORMS (CASUAL)		1,000	1,379	1,400		
FIRE DEPT - VEHICLE FUEL		6,000	2,316	6,000		
FIRE DEPT - VEHICLE MAINT		25,000	9,932	25,000		
FIRE DEPT - WAGES & BENEFITS		130,700	64,685	130,700		
FIRE TRUCK INTEREST LOAN EXP		60,000	21,650	60,000	(8)	
FIRE-TELEPHONE/CELL/INTERNET		5,000	2,167	5,000		
MNR FIRE AGREEMENT		1,000	0	1,000		
NAW FIRE DEPT MEMBERSHIPS		1,200	359	1,200		
SPEC. FIRE VILL. OF EGAN. FIRES		5,000	2,324	5,000		
FIRE Total		464,400	181,162	463,900		
BUILDING, OTHER	ANIMAL CONTROL EXP	2,000	2,010	2,010		
	ANIMAL CONTROL RETAINERS	3,500	0	3,500		
	BUILDING INSPECTOR 50% SHARE WAGES	50,000	24,698	50,000		
	BUILDING INSPECTOR MILEAGE/EXPENSE	500	1,525	2,000		
	CEMC - WAGES & BENEFITS	14,300	8,302	14,300		
	CEMC MILEAGE & EXPENSE	1,800	1,120	1,800		
	DOG TAG EXPENSE	300	0	300		
	EMERGENCY PLAN EXERCISE	500	0	500	(4)	
	EMERGENCY PLAN EXP	2,000	369	2,000		
	EOC COMMUNICATIONS	4,700	1,258	4,700		
	LINE FENCE/WEED EXP	100	0	100		
	LIVESTOCK CLAIMS	0	3,518	3,600		
	LIVESTOCK EVALUATOR BENEFITS	300	0	300		
	LIVESTOCK EVALUATOR WAGES	3,700	0	3,700		
	LIVESTOCK MILEAGE/CELL	1,000	255	1,000		
	PROT. INSP. - VETERINARY	300	280	300		
	PUBLIC EDUCATION TRAINING	300	0	300		
	RADIO TOWER ANNUAL FEE	1,200	0	1,200		
BUILDING, OTHER, CEMC Total		86,500	43,335	91,610		
POLICE	CPAC OPERATING	100	0	100		
	POLICING	532,600	218,691	532,600		
POLICE Total		532,700	218,691	532,700		
PUBLIC WORKS	ADVERTISING	800	0	800		
	BEAVERS - CONTRACTS	5,000	0	5,000		
	BEAVERS - MATERIALS/SUPPLIES	500	0	500		
	BOAT LAUNCHES	1,000	0	1,000		
	BRIDGES & CULVERTS	10,000	(514)	10,000	(9)	
	CAPITAL EXPENDITURES	70,700	0	70,700		

EXPENSE		2020 Budget	Q2 Actual	2020 Projection	
	PUBLIC WORKS	CELL TELEPHONE/PAGERS	3,000	0	0
		CIVIC ADDRESSING/9-1-1 EXPENSE	500	154	500
		CONFERENCES/WORKSHOPS	12,000	45	5,000
		DIESEL	56,000	24,466	56,000
		DITCHING - MATERIALS/SUPPLIES	400	0	400
		DUST CONTROL - MATERIALS/SUPPLIES	24,000	12,574	24,000
		GAS	16,000	5,134	16,000
		GRADING - MATERIALS/SUPPLIES	3,000	23	3,000
		GRAVEL - CONTRACTS	75,000	67,985	75,000
		HEATING FUEL	11,000	5,921	11,000
		HYDRO	4,300	0	0
		INSURANCE	32,000	35,163	35,200
		INTERSECTION SIGNS	300	6,631	7,000
		LICENSES	9,000	51	9,000
		MATERIALS/SUPPLIES	12,000	8,032	14,200
		MEMBERSHIPS	1,500	1,054	1,500
		PATCHING/RESURFACE - MATERIALS/SUPPLIES	30,000	7,901	30,000
		PLOWING - MATERIALS/SUPPLIES	6,500	512	6,500
		RADIO	1,000	2,740	3,000
		SAFETY EQUIPMENT - CONTRACTS	4,000	1,512	4,000
		SAFETY EQUIPMENT - MATERIALS/SUPPLIES	10,000	3,260	10,000
		SANDING/SALTING - MATERIALS/SUPPLIES	80,000	15,255	80,000
		SHOULDER MTCE - CONTRACTS	2,000	0	2,000
		STREET LIGHTS NA/WIL - CONTRACT	5,000	437	5,000
		STREET LIGHTS NA/WIL - HYDRO	10,000	3,662	10,000
		SWEEPING - CONTRACTS	5,000	3,867	5,000
		TELEPHONE	3,000	573	3,000
		WAGES & BENEFITS	478,100	281,397	498,100
		<b>PUBLIC WORKS Total</b>	<b>982,600</b>	<b>487,834</b>	<b>1,002,400</b>
	ROLLING STOCK	1999 INTERNATIONAL- REPAIR PARTS	4,000	431	4,000
		2004 FORD – replaced in 2019	0	365	400
		2007 STERLING (2)- REPAIRS PARTS	10,000	2,809	10,000
		2012 JD TRACTOR- REPAIR PARTS	5,000	1,029	5,000
		2013 GMC 3500- REPAIR PARTS	5,000	4,604	5,000
		2018 CHEV- REPAIRS & MAINT	3,000	2,127	3,000
		2018 WESTERN STAR- REPAIRS PARTS	10,000	304	10,000
		2019 CHEV	3,000	0	3,000
		3/4T CHEV- REPAIR PARTS	3,000	1,192	3,000
		FLOAT- REPAIR PARTS	1,000	0	1,000
		GR2 GRADER - REPAIR PARTS	10,000	7,343	10,000
		IMPLIMENTS - REPAIRS PARTS	12,100	905	12,100
		KIOTO TRACTOR- REPAIR PARTS	3,000	0	3,000
		KOMATSU- REPAIRS PARTS	3,000	1,067	3,000
		PARKS TRAILER	1,000	592	1,000
		TR3 2007 STERLING (1) - REPAIRS PARTS	10,000	6,779	10,000
		VOLVO BACKHOE- REPAIR PARTS	5,000	779	5,000
		VOLVO EXCAVATOR- REPAIR PARTS	10,500	892	10,500
		WESTERN STAR 2016 - REPAIR PARTS	10,000	1,588	10,000
		<b>ROLLING STOCK Total</b>	<b>108,600</b>	<b>32,805</b>	<b>109,000</b>
	LANDFILL & RECYCLING	BERNDT RD SITE - CONTRACTS HAULAGE TO OV	12,000	4,200	12,000
		BERNDT RD SITE - HYDRO	1,500	871	1,500
		BERNDT RD SITE - MATERIALS/SUPPLIES	4,000	58	4,100
		BERNDT RD SITE - REPAIRS & MAINTENANCE	4,500	526	4,700
		BERNDT RD SITE WAGES & BENEFITS	23,500	10,629	23,500
		CONSULTANTS	15,000	8,878	15,000
		LAURENTIAN VALLEY ROYALTY FEES	15,000	7,027	15,000
		OVWRC CONTRIBUTION	16,000	0	0
		OVWRC DEBENTURE	42,300	39,683	42,300
		OVWRC TIPPING FEES	50,000	22,735	50,000
		SHAW WOODS – CAPITAL	20,000	0	20,000
		SHAW WOODS - CONTRACTS HAULAGE	15,000	5,800	15,000
		SHAW WOODS - MATERIALS/SUPPLIES	4,000	173	4,000
		SHAW WOODS – WAGES & BENEFITS	16,900	9,794	16,900
		<b>LANDFILL &amp; RECYCLING Total</b>	<b>239,700</b>	<b>110,374</b>	<b>224,000</b>
	RECREATION	BIEDERMAN PARK - REPAIRS/MAINT	1,200	0	1,200
		BONNECHERE UNION PUBLIC LIBRARY	80,000	40,000	80,000
		CANADA DAY 150	5,000	51	1,600
		CANTEEN	500	0	0
		DOCTOR RECRUITMENT DONATION	15,000	0	15,000
		EGANVILLE SENIORS NEDS	5,000	5,000	5,000
		GL COMM CENTRE - FURNACE FUEL	3,200	1,485	3,200

(4)

(10)

(11)

(12)

(4)



EXPENSE			2020 Budget	Q2 Actual	2020 Projection	
RECREATION	GL COMM CENTRE - HYDRO		1,500	844	1,500	
	GL COMM CENTRE - REPAIRS/MAINT		4,000	733	4,000	
	GL POST OFFICE - REPAIRS/MAINT		500	0	500	
	HUB EXPENSES		5,000	140	200	
	MELLISA BISHOP PARK REC - REPAIRS/MAINT		3,000	751	3,000	
	MELLISA BISHOP PARK RECREATION - HYDRO		1,000	123	1,000	
	MUSEUM/TOURIST		2,000	2,000	2,000	
	RANKIN COMMUNITY CENTRE		3,000	6,000	6,000	
	REC - INSURANCE		5,700	6,322	6,400	
	REC - PARK CAPITAL		46,000	11,084	46,000	(13)
	REC - WAGES & BENEFITS		33,900	8,302	10,000	(10)
	SPORTS USER FEES		20,000	0	20,000	
	SWIM - EXP		2,000	1,100	1,100	
	SWIM - INSURANCE		1,100	1,102	1,100	
	SWIM SCHOLARSHIP		1,000	0	1,000	
	TWP COTTAGE - HYDRO		500	303	500	
	TWP PARK - REPAIRS/MAINT		0	51	100	
	TWP PROGRAMS - ADVERTISING		2,000	169	200	
	TWP PROGRAMS - EXP		3,000	88	100	
	RECREATION Total		245,100	85,649	210,700	
	ROAD CONSTRUCTION	BLACK CREEK RD	170,000	127,311	130,000	
		GRIST MILL	350,000	436,637	440,000	
		ISLAND VIEW DR	160,000	157,125	160,000	
		LETT'S CEMETERY ROAD - CONTRACTS	1,010,400	657	1,010,400	
		MCMILLAN RD/GOLDFINCH DR	65,000	53,817	55,000	
		MINK LAKE ROAD - MATERIAL/SUPPLIES	30,000	54,045	55,000	
		ROAD CONSTRUCTION RESERVE	313,500	0	313,500	
		ROYAL PINES	280,000	0	280,000	
		TRAMORE RD	0	6,443	6,500	
	ROAD CONSTRUCTION Total		2,378,900	836,034	2,450,400	
EXPENSE Total			6,064,500	2,544,633	6,135,210	
Grand Total			0	(1,124,491)	117,710	

**Notes:**

- 1) Due to COVID-19, a number of revenue sources are expected to be below budget, particularly garbage bag fees, interest on taxes, and the fees for rentals and recreation programs
- 2) Sale of Land/Equipment is budgeted as the sale of land owned by the Township in Golden Lake, one surplus plow truck and two surplus pick-up trucks
- 3) Reserve withdraws were budgeted as \$93,500 from the fire reserves, \$205,000 from the modernization reserves, and \$453,300 from the working capital reserve. Per council resolution, \$65,000 of the fire reserve withdraw (which was for a portable office building) will now be withdrawn from the modernization reserve (funds now being spent on renovations as no portable office could be found)
- 4) Due to COVID-19 it is unclear if the Township will spend all of its training/conferences budgets as most travel and course have been cancelled. No adjustment has been made in the projections, however, there is a strong possibility these expenses will be significantly under budget
- 5) Admin capital is the hardware and software upgrade of the computer system. This is complete and approximately \$4,000 under budget
- 6) Efficiency review, rebrand, strategic plan is ongoing. It is funded by withdraws from the modernization reserve.
- 7) Fire department capital purchases budget consists of \$3,500 for a roof repair at GL, \$9,000 in racking gear, \$8,000 in bunker gear, \$3,000 in breathing apparatus, \$4,000 in a washer extractor, \$8,000 in first aid training equipment, and \$65,000 for showers and a change room. To date capital expenses have been \$3,104 for breathing apparatus, \$8,426 in bunker gear, \$700 in roof repair, and \$4,498 in a washer extractor
- 8) The last payment of the 2015 fire truck loan is complete and the plan is to finance the new fire truck on order
- 9) Capital purchases for public works are budgeted at \$5,700 for a pressure washer, \$7,000 for a sander, \$33,000 for a grader compactor implement, and \$25,000 for a used pick up truck
- 10) Summer students usually employed in teaching the swim program have been redeployed to public works, resulting in expected increases in public works wages and decreases in recreation wages
- 11) the expected contribution to landfill gas well expansion at the OVWRC has been cancelled, the OVWRC will complete this project with its own operational funds
- 12) Capital purchases at Shaw Woods transfer site are budgeted as the replacement of two roll off bins
- 13) Recreation capital is budgeted as \$22,000 for accessibility upgrades at the GL community centre, \$19,000 for improvements to the cottage, and \$5,000 for a storage shed for the swim program. To date expenditures are \$11,084 for cottage improvements



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

<b>Title:</b>  Donna & Terry Ellis Consent B23/20	<b>Date:</b>	August 18, 2020
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Andrew Sprunt
	<b>Department:</b>	Administration

### **RECOMMENDATIONS:**

That Council recommend the County Land Division Committee approve consent application B23/20 to permit the severance of 2 hectares from Donna and Terry Ellis's property in lot 6 concession 4, former Township of North Algona. This application meets the Township's road requirements.

### **BACKGROUND:**

Donna and Terry Ellis own 39.6 hectares (ha.) at Lot 6 Concession 4, former township of North Algona at the intersection of Roesler Road and Panke Road. They propose to sever 2 ha. from this holding. There is no zoning on this property. The Minimum Distance Separation (MDS I) has been carried out and this parcel meets the minimum separation with the 4 barns identified by the County to be within 750 metres of the proposed severance.

The remaining issue is the need for favourable comments from our Public Works Department. An inspection has been completed and the two roads in front of the proposed severance meet the Township's requirements.

### **ALTERNATIVES:**

n/a

### **FINANCIAL IMPLICATIONS:**

n/a

AUG 18 2020

7.7

**ATTACHMENTS:**

Attached is the application and County Planning Report.

**CONSULTATIONS:**

nil

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature

**APPLICATION FOR CONSENT**  
Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed  
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

MAR 11 2020

<b>1. OWNER INFORMATION</b> (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): <u>DUNNA + TERRY ELLIS</u>			
Mailing Address:	Town/City:	Province:	Postal Code:
<u>P.O. Box 83</u>	<u>GOLDEN LAKE</u>	<u>ON</u>	<u>K0J 1X0</u>
Telephone No.: (Home) <u>613 625 2804</u>	(Work) <u>613 401-6601</u>	(Fax)	
Email Address: <u>gmatge53@gmail.com</u>			
▶ 1.2 Name of Owner's Authorized Agent (if applicable):			
Mailing Address:	Town/City:	Province:	Postal Code:
		<u>ON</u>	
Telephone No.: (Home)	(Work)	(Fax)	
Email Address:			
1.3 Please specify to whom all communications should be sent: - Select Option -			
<b>2. DESCRIPTION OF THE SUBJECT LAND</b> (Severed and Retained)			
Complete applicable boxes in 2.1			
▶ 2.1 Municipality: - Select One - <u>NORTH ALBONA WILDER</u>	Subdivision Lot(s) No.: <u>Sub 6</u>		
Former Township: <u>NORTH ALBONA</u>	Subdivision Plan No.:		
Lot(s) No.: <u>6</u>	Part(s) No.:		
Concession: <u>4</u>	Reference Plan No.: 49R-		
Civic Address of subject lands/Road Name:			
<u>RUESLER RD + PANKE RD.</u>			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land?			
- Select - If Yes, describe each easement or covenant and its effect.			
<b>3. PURPOSE OF THIS APPLICATION</b>			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input checked="" type="checkbox"/> Creation of a New Lot	<input type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
<u>DEAN ELLIS</u>			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measure-ment	Retained	select measure-ment	Lands being added to	select measure-ment
	Road Frontage	200 m	--	300 m	--		--
	Depth	100 m	--	1012.5 m	--		--
	Area	20,000.97m		37.6 HA			--
▶ 4.2 Use of the property	Existing Use(s)	VACANT		VACANT			
	Proposed Use(s)	RESIDENTIAL		RESIDENTIAL			
▶ 4.3 Buildings or Structures	Existing	NONE		NONE			
	Proposed	HOUSE		HOUSE			
▶ 4.4 Official Plan Designation		RURAL		RURAL			
4.5 Current Zoning		NO ZONING		NO ZONING			

▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):				
4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).				
Will a road extension be required?		- Select - NO		

<p>▶ 4.8 Water Supply</p> <p>(✓ type of existing service OR type that would be used if lands were to be developed)</p>	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>▶ 4.9 Sewage Disposal</p> <p>(✓ type of existing service OR type that would be used if lands were to be developed)</p>	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>▶ 4.10 Other Services</p> <p>(✓ if service is available)</p>	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>5. PROVINCIAL POLICY STATEMENT</b></p>				
<p>▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act? - Select - <b>YES</b></p>				
<p><b>6. HISTORY OF THE SUBJECT LAND</b></p>				
<p>▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act? - Select - <b>YES</b></p>				
<p>If you answered Yes in 6.1, and if you Know, please specify the file number of the application.</p> <p style="text-align: center;"><b>UNKNOWN</b></p>				
<p>6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.</p>				
<p>▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? - Select - <b>NO</b></p> <p>If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:</p>				
Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use	

<b>7. OTHER CURRENT APPLICATIONS</b>	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? - <b>Select - NO</b>	
If Yes, and if Known, specify the appropriate file number and status of the application.	
Type of Application:	File # (if known):
Number of Applications:	Status (if known):

<b>8. SKETCH</b>	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information: <ul style="list-style-type: none"> <li>a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;</li> <li>b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing;</li> <li>c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;</li> <li>d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;</li> <li>e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are             <ul style="list-style-type: none"> <li>i. located on the subject lands and on land that is adjacent to it, and</li> <li>ii. in the applicant's opinion may affect the application;</li> </ul> </li> <li>f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial);</li> <li>g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;</li> <li>h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and</li> <li>i. the location and nature of any easement affecting the subject land.</li> </ul>	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

<b>9. OTHER INFORMATION</b>	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	

**10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT**

► 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, TERRY ELLIS of the - **Select One** - TWP of NORTH ALGONA WILBERFORCE  
in the - **Select One** - CITY of RENFREW solemnly declare that the information required by O. Regulation 547/06 and  
all other information required in this application, including supporting documentation, are true and I make this solemn declaration  
conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the  
Canada Evidence Act.



Signature of Applicant

Sworn (or declared) before me at the CITY OF PEMBROKE  
in the PROVINCE OF ONTARIO  
this 11 day of MARCH, 20 20

Alana Leigh Zadow, a Commissioner, etc.  
County of Renfrew, for the Corporation of the  
County of Renfrew. Expires November 17, 2020.



A Commissioner for Taking Affidavits, etc.

**NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.**





**11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION**

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

**AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION**

I, DONNA & TERRY ELLIS, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize TERRY ELLIS to make this application and provide instruction/information on my/our behalf.

Feb 10 2020  
DateTerry Ellis  
Signature of OwnerFeb 10/2020  
DateDonna Ellis  
Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

**CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION**

I, \_\_\_\_\_, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize \_\_\_\_\_ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: \_\_\_\_\_

\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Corporate Representative & Title\_\_\_\_\_  
Date\_\_\_\_\_  
Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

**FOR OFFICE USE ONLY**Committee File No.: B23/20

Hearing Date (if appl.): \_\_\_\_\_

Date of Receipt of Application: Mar 11/20Date deemed complete: Mar 17/20Checked by: [Signature]Authorization of Owner Received: Yes ☒ No ☐ N/A ☐Date: Mar 18/20 Alana Zador

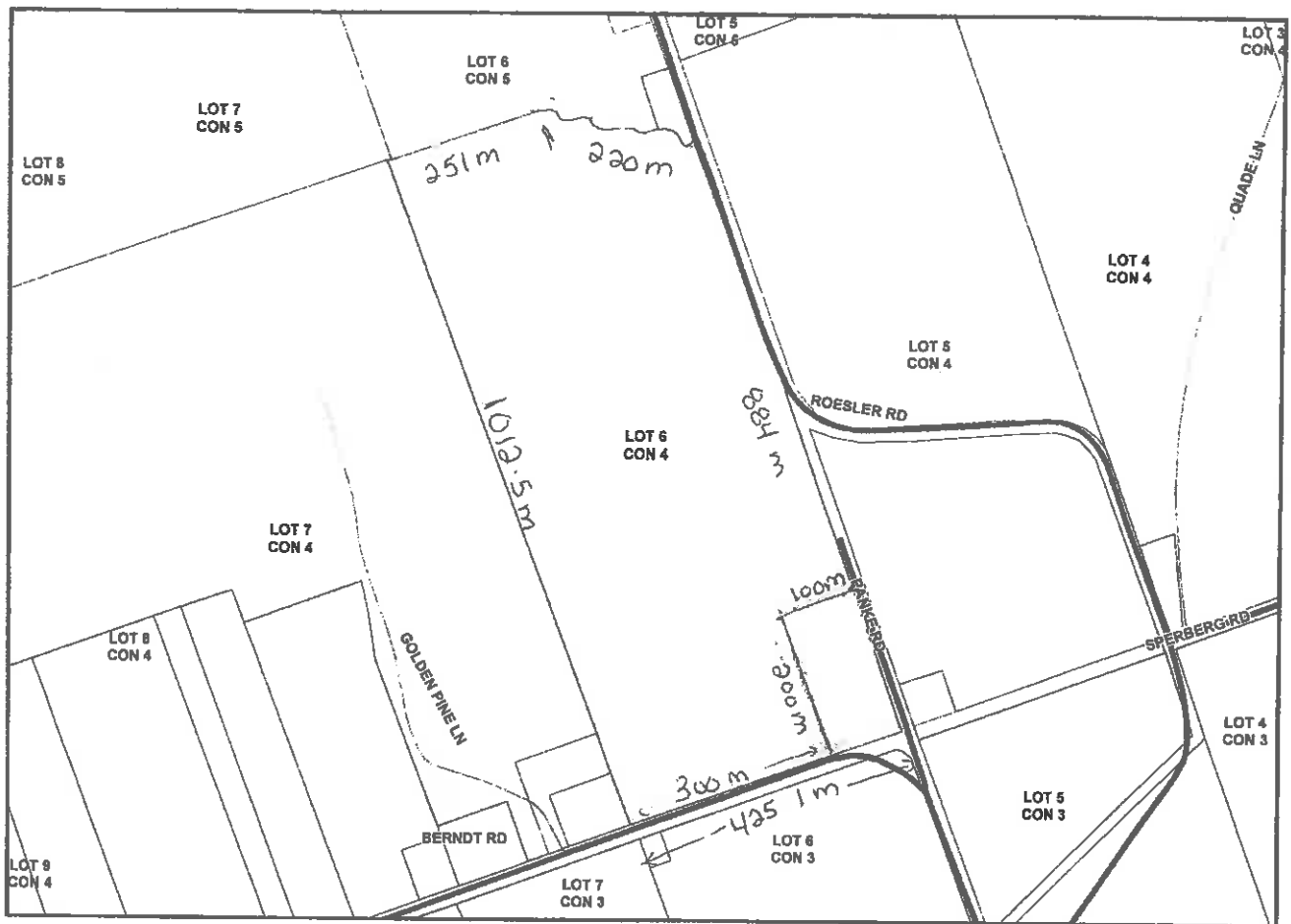
Secretary-Treasurer, Land Division Committee



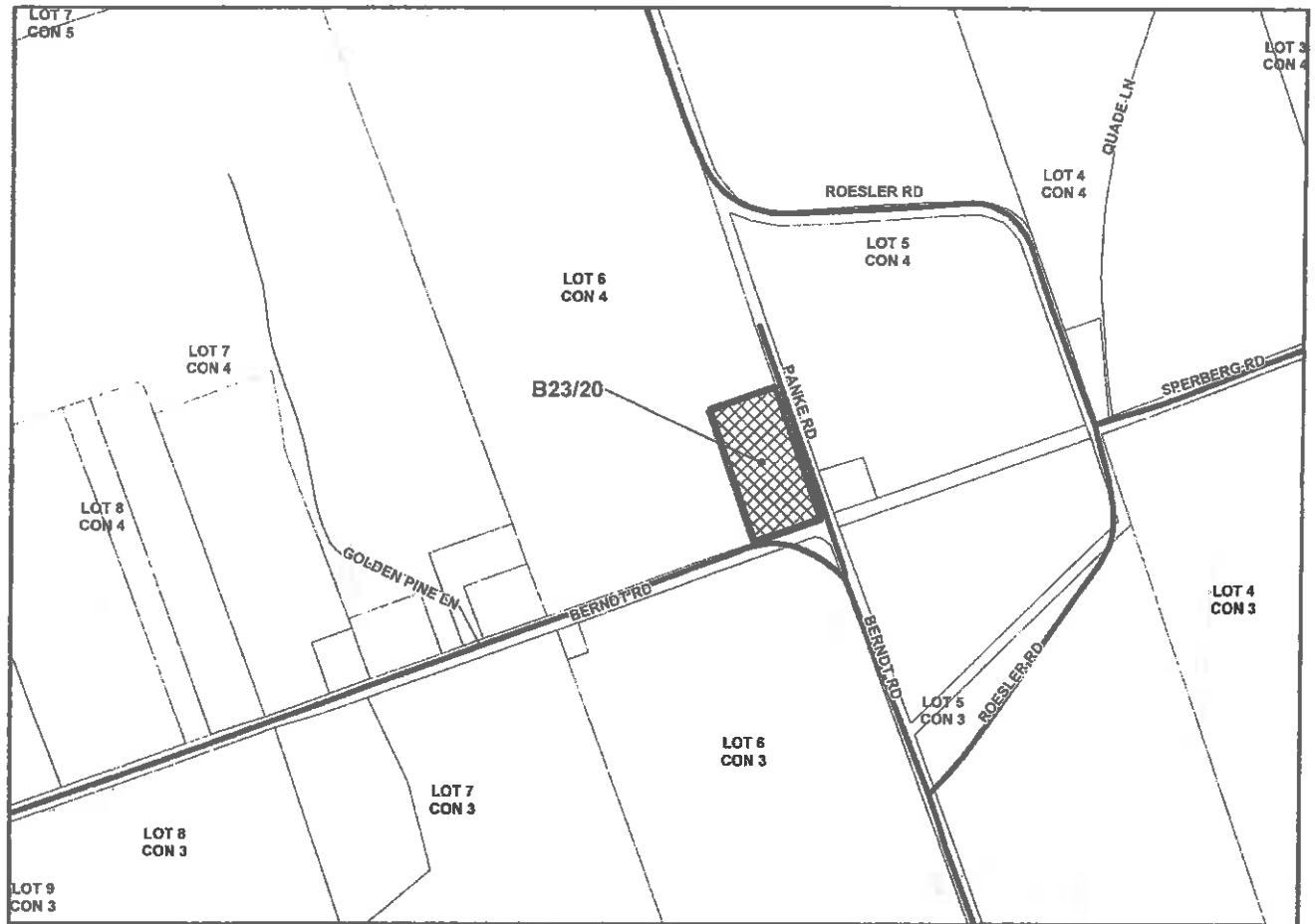
Print



Save



1 centimeter = 75 meters



1 centimeter = 75 meters

## KEY MAP

Township of NORTH ALGONA WILBERFORCE  
(geographic Township of North Algona)



**Development & Property  
Department  
CONSENT PLANNING REPORT  
TO THE COUNCIL OF THE  
TOWNSHIP OF NORTH ALGONA  
WILBERFORCE**

**PART A - BACKGROUND**

1. FILE NO.: **B23/20**
2. APPLICANT: Donna & Terry Ellis
3. MUNICIPALITY: Township of North Algona Wilberforce  
(geographic Township of North Algona)
4. LOT: Part Lot 6 CON.: 4 STREET:
5. PURPOSE: Creation of a new lot

	<u>Severed</u>	<u>Retained</u>	<u>Lot Being Added To</u>
6. <u>OFFICIAL PLAN OF THE COUNTY OF RENFREW</u> Official Plan Designation(s):	Rural	Rural	n/a
7. <u>ZONING BY-LAW OF THE TWP OF WILBERFORCE</u> (#04-97) Zone (s):	No Zoning	No Zoning	n/a

8. SITE PERFORMANCE STANDARDS:

	<u>Proposed Lot Area</u>	<u>Zoning By-law Requirement</u>	<u>Proposed Lot Frontage</u>	<u>Zoning By-law Requirement</u>
Severed	2 ha	<b>No Zoning</b> m <sup>2</sup>	200 m	<b>No Zoning</b> m
Total, if Lot Addition	- m <sup>2</sup>	- m <sup>2</sup>	- m	- m
Retained	37.6 ha	<b>No Zoning</b> m <sup>2</sup>	300 m	<b>No Zoning</b> m

9. SEVERANCE HISTORY

Number of new lots from original holding (1971)      1 previous severances: B653/78

10. BUILT-UP AREA

Yes ☐

No ☒

### **PART B – COMMENTS**

#### **1. CONFORMITY WITH OFFICIAL PLAN**

- (a) The proposal conforms with the Official Plan, based on the information available to this Department. ☐
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.) ☒
- Under Section 2.2(2), the severed and retained lands can meet Minimum Distance Separation (MDS1) requirements.
  - Under Section 13.3(3), the severed and retained lands have frontage on a Municipal Road.
- (c) The proposal does not meet the intent of the Official Plan because, ☐

#### **2. CONFORMITY WITH ZONING BY-LAW**

- (a) The proposal appears to meet the requirements of the Zoning By-law. n/a
- (b) The severed/retained portion/overall proposal would contravene the By-law because, n/a

#### **3. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA**

No Concerns

☐

Concerns

☒

Explanation of Concerns:

2.3.3.3 – new land uses, including the creation of new lots shall comply with the minimum distance separation formulae

#### 4. GENERAL PLANNING COMMENTS

Section 2.2(2) of the County of Renfrew Official Plan require new residential lots to meet the MDS I from neighbouring properties within 750 metres of the severed lot. Our records indicate that the following properties have barns within 750 metres: **163 & 620 Roesler Road, 165 Golden Pine Lane, 242 Berndt Road, and the property in Part Lot 6, Concession 5.**

MDS I was calculated for all the neighbouring properties with livestock facilities, and met the required separation distances for all the barns for the severed lands.

The required distance for the retained lands is 108 metres. The retained lands are 37.6 hectares in area and would have sufficient space for a building envelope for a dwelling on the property that satisfies the 108 metre setback requirement.

The severed and retained lands have frontage on Panke Road and Berndt Road which are both Municipal Roads. Section 13.3(3) of the Official Plan states that any new development which proposes access to or fronts on a Local Municipal Road must satisfy all requirements of the local municipality. Favourable comments from the Township are required.

#### 5. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent may be appropriate if supported by Council and the agencies. ☐
- (b) There are some planning concerns which Council should deal with as follows, before deciding whether to support the consent. ☐
- (c) The proposal may be acceptable when the following matters are addressed and resolved: ☒
- Favourable comments from the Township of North Algona Wilberforce Public Works Department.
- (d) Conditions to the giving of consent should be considered for the following:
- ☒ Registered Plan of Survey
  - ☐ Zoning By-law Amendment:
  - ☐ Minor Variance:
  - ☐ Private Road Agreement:
  - ☐ Development Agreement:
  - ☐ Site Plan Control Agreement:
  - ☐ Notice on Title:
  - ☐ Shoreline Road Allowance Closure / Acquisition:

☐ Other:

(e) There are serious planning concerns, refusal is recommended.

☐

(f) Other Recommendations:

☐

---

Date: June 29, 2020  
Planner: Bruce Howarth, MCIP, RPP  
Senior Planner

Jan 2017



## Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Operation Save Our Legion	Date: August 18, 2020
	Council/Committee: Council
	Author: Andrew Sprunt
	Department: Council

### RECOMMENDATIONS:

**That, Council donates \$ \_\_\_\_\_ to the Branch 353 Operation Save Our Legion Campaign.**

### BACKGROUND:

The Royal Canadian Legion in Eganville is in serious trouble and this is the case with all Legion Branches in Canada.

If the Legion is to survive it needs grassroot support from the community. There may be government help coming but it will be far from enough. There are so many branches in dire need that any government funding will do little to stop the downward fall of this most important community pillar.

Just looking around Ontario Legion buildings are up for sale; branches are losing their charters and like Eganville cannot cover their expenses.

The Legion in small town Canada has been a long-standing pillar that besides being a place for veterans to meet has done so much community service and supported so many other causes with financial contributions over the years.

Council, can choose to support the Legion financially in the Operation Save Our Legion Campaign with a donation of \$500, \$100, \$25 as suggested in the campaign.

### ALTERNATIVES:

### FINANCIAL IMPLICATIONS:

### ATTACHMENTS:

### CONSULTATIONS:

Author: \_\_\_\_\_  
signature

Other: \_\_\_\_\_  
signature

Treasurer \_\_\_\_\_  
signature

C.A.O. \_\_\_\_\_  
signature

AUG 18 2020

7.8



# OPERATION SAVE OUR LEGION

**Branch 353  
Eganville**



# NEEDS YOUR HELP NOW!

**This year marks the 75th anniversary of Branch 353.**

It should have been a year of celebration. Instead, the Branch's future is in serious jeopardy. COVID-19 has resulted in the closure of the Legion facilities to the public. That has left the branch without any income since their main source of revenue was derived from hall rentals, bar receipts and bingos.

However, the expenses continue, amounting to an average of \$2,000 a month excluding heat.

**Please Help Save Our Legion! The community needs it.**

Please see reverse side for more information.



## Please Help Branch 353 – Imagine Our Community Without The Legion

### This Is Something We Do Not Want To See Happen

Branch 353 of the Royal Canadian Legion has been an integral part of the Eganville community for 75 years. Plans to mark the anniversary this summer were derailed due to COVID-19. Not only would the anniversary have been a significant event to celebrate, but it would also have served as an important opportunity to draw attention to the many accomplishments and contributions the Branch has made over more than seven decades to the wider Eganville community.

There is hardly a family in the area that has not used the facilities at Branch 353 or benefitted from its contributions to the community.

From weddings and anniversaries, to public dances, fundraisers for fire victims or individuals suffering from an illness, Branch 353 has always been here to help others. It has sponsored many educational programs and competitions, provided bursaries to graduating students. It has opened its doors for blood clinics, funeral services, memorial celebrations, political gatherings, worship services, card tournaments to raise money for charitable and health-related services. The list of good things this Branch has done and continues to do for the wider Eganville community is endless. On November 11, hundreds of people attend the Remembrance Day Service and pay tribute to the thousands of men and women who fought for our freedom and for the lifestyle we enjoy today. Now it is time for the community to provide a helping hand to Branch 353. A time to give back so that this important community organization is able to continue into the future. If every person who ever used the facilities at Branch 353, benefitted from an event that was held here, or was the recipient of aid directly from the Legion, if every person who believes the Legion is an important part of the local landscape, if all help out in this time of need, Branch 353 will continue to flourish and be a focal point in the community. If you can spare \$25, \$100, \$500 or more, please consider a donation. **All donations \$25 or more eligible for a tax receipt** through the participation of the Rotary Club of Eganville and area.

### How You Can Help

There are a number of ways you can make a donation:

1 - Cheques made out to Eganville Rotary Club – Branch 353 Fund – can be mailed to P.O. Box 788, Eganville, ON K0J 1T0



2 – Cheques or cash donations can be left at the Eganville Leader office.

3 – You can donate via Canada Helps at [www.eganvillerotaryclub.com](http://www.eganvillerotaryclub.com).

4 – You can bring your donation to the Legion Friday BBQs.



**Rotary Representatives**

Dave Clark, Wayne Gorman

**Community Representative**

Gerald Tracey

**Legion Representatives**

Claude Jeannotte, Walter Hobden



## Township of North Alton Wilberforce COUNCIL / COMMITTEE REPORT

<b>Point Church Community Greenspace</b>	<b>Date:</b> August 18, 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Andrew Sprunt
	<b>Department:</b> Public

### RECOMMENDATIONS:

**That, Council directs the Chief Administrative Officer to prepare a report to Council that details a plan to Create a Community Greenspace between 575 and 603 Point Church Drive that is available to the public and has a component for private stewardship.**

### BACKGROUND:

Over many years there has been discussions, requests and conflict over a small portion of the road shore allowance along Point Church Drive, which is indicated on the attached map in yellow.

To resolve all issues with the above-mentioned property staff is recommending that the parcel remain with the Township and that it be made into a public greenspace that the community can use. And further that there be a component for private stewardship that allows for a resident or residents to permanently assist with the care and preservation of this small parcel of land. And that aside from minimal maintenance the property is left as is and any present uses continue.

### ALTERNATIVES:

### FINANCIAL IMPLICATIONS:

### ATTACHMENTS:

### CONSULTATIONS:

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature

AUG 18 2020

7.9

### Legend

#### Property Parcels

#### Roads

- Provincial Highway
- County
- Municipal Maintained
- Municipal Seasonal
- Private
- Crown
- Quebec
- On-Ramp
- Off-Ramp
- Purposed Road
- WATER ACCESS

Depending on the number of layers visible not all may be shown in the legend.

### Notes

Enter description of the map

This map is illustrative only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation. The County of Renfrew shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



114.7 0 57.33 114.7 Meters

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© Queen's Printer for Ontario

1: 2,257



This map was produced automatically by the County of Renfrew Mapping Website

With Data supplied under Licence by Members of the Ontario Geospatial Data Exchange & the County of Renfrew

Service Layer Credits: Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China(Hong Kong), Esri(Thailand), TomTom, Mapbox, OpenStreetMap contributors and the GIS User Community



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

<b>Title:</b>  <b>Chief Building Official</b>	<b>Date:</b> August 18 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Andrew Sprunt CAO/OM
	<b>Department:</b> Administration

### **RECOMMENDATIONS:**

That Council accepts the report as presented.

And further, directs the Chief Administrative Officer to send a formal letter of intent to terminate building inspection services with the Township of Bonnechere Valley.

### **BACKGROUND:**

The Township of North Algona Wilberforce presently has two agreements regarding Chief Building Official(CBO) services, one for the service and one for the actual CBO. Staff believe that cost savings can be realized in budgeted capital projects in 2021. The contracts can be terminated by any party with one years notice for the service and 120 days for the CBO.

In anticipation of a service review in the next year it is recommended that the Township send a letter of intent to the Township of Bonnechere Valley indicating that both contracts will be terminated as required in the contracts. The letter should indicate that this is to permit NAW the ability to enact service review recommendations in the next year. It should also explain that if the service review recommends continuation of the service the Township would be willing to enter negotiataions for one all inclusive contract for services and not two as presently is the case.

### **ALTERNATIVES:**

Status quo

### **FINANCIAL IMPLICATIONS:**

AUG 18 2020

7.10

**ATTACHMENTS:**

Contract CBO

Contract CBO services

**CONSULTATIONS:**

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature

**THE CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP**

**BY-LAW # 2006-12**

Being a by-law to authorize the execution of an Agreement between North Algona Wilberforce Township and Mark Schroeder for services for Chief Building Official.

**WHEREAS** the Council of the Corporation of North Algona Wilberforce Township deems it expedient to enter into an agreement for the provision of Chief Building Official Services.

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

1. THAT the Mayor, or his or her designate, and the Clerk Treasurer, or his or her designate, be and they are hereby authorized to sign on behalf of North Algona Wilberforce Township the Agreement attached hereto and marked as Schedule "A" to the By-Law.
2. THAT 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 21<sup>ST</sup> DAY OF MARCH, 2006.**

H. Weckworth  
MAYOR

Mark M. Schroeder  
CLERK

**READ A THIRD TIME AND FINALLY PASSED THIS 21<sup>ST</sup> DAY OF MARCH, 2006.**

H. Weckworth  
MAYOR

Mark M. Schroeder  
CLERK

**EMPLOYMENT CONTRACT  
SCHEDULE "A" TO BY-LAW # 2006-12**

**THIS AGREEMENT** made this 21<sup>st</sup> day of March, 2006.

**BETWEEN**

**Mark Schroeder**

(Hereinafter called the "Chief Building Official")

**OF THE FIRST PART**

**AND**

**The Corporation of North Algona Wilberforce Township**

(Hereinafter called the "Township")

**OF THE SECOND PART**

**WHEREAS** North Algona Wilberforce Township deems it expedient to retain the services of Mark Schroeder to act as Chief Building Official.

**WITNESSETH AS FOLLOWS:**

The Township hereby appoints *Mark Schroeder* to the position of Chief Building Official upon the following terms and conditions:

1. The appointment is on a permanent basis. This contract shall commence upon final passage of the Township's By-Law authorizing the execution of the Agreement for Chief Building Official services.
2. The Chief Building Official will be entitled to a mileage allowance for site inspections conducted at the rate established by Council of North Algona Wilberforce Township.
3. This Agreement may be terminated upon the request of the Chief Building Official or the Township upon 120 days written notice.
4. The Chief Building Official shall provide proof of Certification to the Township.
5. The Chief Building Official shall attend Council Meetings as requested or as required.
6. The Chief Building Official shall attend required training to maintain certification.
7. The Chief Building Official agrees to comply at all times with the prevailing laws, including any regulations which may apply to the services being performed.
8. The parties agree that if any of the provisions or a part of a provision of this Agreement are deemed illegal or unenforceable, such provisions shall be considered separate and severable from this Agreement, and the remaining provisions or part of a provision of the Agreement shall continue in force, and be binding upon the parties as though such provision or part of a provision had never been included.
9. It is agreed that this Agreement embodies the entire agreement of the parties and that no understandings or agreements, verbal or otherwise, exist between the parties except as expressly set out in this Agreement. This Agreement shall not be amended, altered or qualified except by a memorandum in writing signed by all the parties hereto.

\_\_\_\_\_  
Signed, Witnessed  
And Delivered

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Building Official Mark Schroeder

\_\_\_\_\_  
Marilyn M. Schruder  
Clerk Treasurer Marilyn M. Schruder  
Corporation of North Algona Wilberforce Township



THE CORPORATION OF NORTH ALGONA WILBERFORCE TOWNSHIP

BY-LAW # 2006-13

Being a by-law to authorize the execution of an Agreement between North Algona Wilberforce Township and the Township of Bonnechere Valley to share the costs for services of a Chief Building Official.

WHEREAS the Council of the Corporation of North Algona Wilberforce Township deems it expedient to enter into an agreement for the provision of these Services.

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

1. THAT the mayor, or his or her designate, and the Clerk Treasurer, or his or her designate, be and they are hereby authorized to sign on behalf of North Algona Wilberforce Township the Agreement attached hereto and marked as Schedule "A" to the By-Law.
2. THAT 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 21<sup>ST</sup> DAY OF MARCH, 2006.

H. Wickworth  
MAYOR

Monique M. Schreder  
CLERK

READ A THIRD TIME AND FINALLY PASSED THIS 21<sup>ST</sup> DAY OF MARCH, 2006.

H. Wickworth  
MAYOR

Monique M. Schreder  
CLERK

**INTER-MUNICIPAL AGREEMENT  
SCHEDULE "A" TO BY-LAW # 2006-13**

**THIS AGREEMENT** made this 21<sup>st</sup> day of March, 2006.

**BETWEEN**

The Corporation of North Algona Wilberforce Township

**OF THE FIRST PART**

**AND**

The Corporation of the Township of Bonnechere Valley

**OF THE SECOND PART**

**WHEREAS** North Algona Wilberforce Township and the Township of Bonnechere Valley deem it fiscally responsible to share the cost of a Chief Building Official.

**THE FOLLOWING TERMS AND CONDITIONS APPLY: -**

- (1) Costs associated with the Chief Building Official's wages, benefits, materials, memberships, courses and other related expenses, shall be split on a 50:50 basis. The Township of Bonnechere Valley will provide a detailed monthly listing of remuneration and expenses to the North Algona Wilberforce Township. Benefits are in accordance with those provided to other Bonnechere Valley Staff at the time of the signing of this Agreement.

An annual review and possible reconciliation of all associated costs for the Chief Building Official will be performed in the fourth quarter of each year.

- (2) The amount paid to the Township of Bonnechere Valley by North Algona Wilberforce Township for Chief Building Official services rendered shall be paid in monthly installments.
- (3) The Township of Bonnechere Valley shall provide an office space for maintaining all related files for the Chief Building Official and meeting with clients.
- (4) Nothing in the foregoing shall prevent the Chief Building Official from meeting on-site or at the office of North Algona Wilberforce Township.
- (5) The Township of Bonnechere Valley shall provide administrative support to the Chief Building Official.
- (6) In the event where construction is beyond the scope of the Chief Building Official, the Municipality where construction is taken place shall be responsible for the costs of the qualified inspector.
- (7) This agreement shall be terminated by either one of the partner municipalities upon one (1) year written notice.

March 21, 2006.  
Date

Marilyn M. Schruder  
Marilyn M. Schruder, Clerk Treasurer  
North Algona Wilberforce Township

Bryan Martin  
Bryan Martin, Chief Administrative Officer  
Township of Bonnechere Valley



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

<b>Title:</b> <b>The New Normal; the Covid-19 Township plan for the remainder of 2020</b>	<b>Date:</b> August 18, 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Andrew Sprunt
	<b>Department:</b> Administration/Council

### **RECOMMENDATIONS:**

**That, Council accepts the report as presented.**

### **BACKGROUND:**

We have now reached the point of being able to be confident that covid-19 protocol will most likely be in effect for the remainder of 2020 and maybe beyond. We do live with the warning that at any time things can change and we may be forced into a total lockdown. There is no suggestion that things can change and all restrictions will be removed in the near or even distant future.

For now, and foreseeable future all persons will wear masks in enclosed public spaces, physical distancing of two metres is required, a strict sanitizing regime is required at all times, and gatherings are continuing to be limited in numbers.

Many municipalities have not opened their doors, while others have imposed strict restrictions on how the public can physically access services. The Township of North Algona has done very well at being able to provide services. Our transfer stations have remained open throughout since the start of restrictions. Our office was closed for a period, it is open now with an exterior service window for the public. Council meetings went through progression of being cancelled, to being virtual and now with all of Council attending in person again. It is now time for council to direct the next steps, how the Township will conduct business until the end of the year. In January Council can re-evaluate and make a plan for 2021.

Council needs to direct the following;

1. Township Office Service delivery
2. Council Meeting Attendance Structure
3. Public Broadcasting of Meetings
4. Public Participation at Public Meetings
5. Budget Direction

AUG 18 2020

7.11

### Service Delivery

The present system of using a public service window has been working great and very well received. It eliminates the requirement for staff to police the wearing of masks by the public and it minimizes the need for sanitizing the counter area between customers.

As fall approaches it will not be quite as pleasant at the service window and it will be a little difficult to handle transactions with inclement weather.

It is recommended that as of October 1<sup>st</sup> the service window be closed and public will access the office through the main entrance. The public will be limited to the counter area and Masks and physical distancing will be required.

### Council Attendance

Presently Council attends meetings in person with physical spacing and the public is not permitted in the chamber so there is no requirement for masks. The chamber is very limited in capacity, only staff or delegations are permitted to attend meetings.

Moving forward Council is limited in options to expand to public attendance, there is the opportunity to allow the press to attend meetings with preapproval to ensure space is available.

Without changing the venue, it is not recommended that public physical attendance be permitted for the remainder of 2020.

### Public Broadcast of Meetings

At this time meetings are in the "Zoom" format and the public are invited to attend through telephone audio. This works somewhat okay. There are a few complaints regarding sound and quality of the audio. It should be noted that although there are a few complaints there are never more than a few listening, it is not a popular event in the community.

Council has requested that staff investigate ways to improve quality of sound. Staff have looked at several options. Unfortunately, part of the issue residents listening in are having is with their own equipment. Ultimately if Council desires very high quality "real time" broadcasting the best way to accomplish it is to have all attendees including Council attend virtually.

What can be delivered with reasonable quality is posting the meeting on the Township YouTube channel, the township Webpage and Facebook page after the meeting. It is not "live" but it is the entire meeting unedited, with both video and audio. Posting the meeting allows all residents access at their convenience to all council meetings.

It is recommended that meetings continue in person with the "Zoom" format and the day after the meetings are posted on the Township social media avenues. Staff will endeavor to continue to make improvements in video and audio wherever possible.

### Public Meetings

Council suspended public meetings for zoning and variances until recently with the first ones being held at the Rankin Culture and Community Centre. Public meetings are required and a format going forward needs to be implemented.

Staff recommend conducting outside meetings at Melissa Bishop Park until October 1<sup>st</sup> and then switch to the Golden Lake Community Centre until the end of 2020.

Melissa Bishop Park has the option in bad weather to move into the cottage and still have physical spacing. The Golden Lake Community Centre has the capacity to set Council up as a panel stretching across the room

and limited public on the other side of the room physically spaced. Both the Cottage and the community Centre will require all attendees to wear masks.

### Budget 2021

Budget discussions generate public interest and it will be difficult to accommodate the public in 2020. It is a good practice to start budget preparation in the fall before the start of the budget year.

It is recommended given current restrictions that staff be directed to prepare a "status quo" budget for December 31<sup>st</sup> 2020 and a schedule of Council meetings that result in a completed budget for February 23<sup>rd</sup> 2021.

With the acceptance of the above plan and report the Township will be able to manage business for the remainder of 2020. It is understood that Covid-19 conditions may change and restrictions may force the Township to alter plans.

### **ALTERNATIVES:**

Status Quo

or

Other Direction

### **FINANCIAL IMPLICATIONS:**

Minimal

### **ATTACHMENTS:**

None

### **CONSULTATIONS:**

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature



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

<b>Title:</b>  <b>Library Report May, June &amp; July 2020</b>	<b>Date:</b> August 11 <sup>th</sup> 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Maria Robinson Councillor

The library has met virtually for May June and July 2020.

1. CEO Report for the months of May, June and July are attached.
2. Much of the past months have been spent becoming compliant with COVID protocols. To keep the library services available with the limits such as offering Curbside pick and as everything started to open – offered limited access in the library. Phase 3 is being debated and how-to manage this process – specifically the need to quarantine items touched or returned.
3. Confirmation that the budget for the Library was approved by both municipalities.
4. The Financial Reports were reviewed and are all on track relative to our budget. Major concern for this year is the cancellation of our fundraising events especially the Authors Festival. To offset this, we are exploring other fundraising opportunities such as a Book Sale in the parking lot or working with the Drive-in for a movie night. We were able to get the Loan (CEBA) and will look at the repayment process in the future.
5. Security Camara – need to develop a policy to ensure that privacy and staff protections are addressed.
6. The Strategic Plan process- ONGOING continues. We will be re-assessing some of the key areas within the library as well as partnerships within the community.
7. Friends of the Library Charitable status– ONGOING. This is an ongoing initiative to assume the Bingo. The Chair and Finance Chair will assist in this process.

AUG 18 2020

7.12

8. Policies were not done as scheduled in the last 2 months – we will have a policy review night in order to focus on a number of the policies that may be impacted by COVID or just need to be more current. There are also several new ones that are required.
9. All libraries are now looking at re-opening and how to serve patrons within the new framework.

Respectfully submitted

**Author:** Maria Robinson  
signature

### CEO Report – May 2020 Board Meeting

March and April usage	Mar. 2020	Apr. 2020		Mar. 2019	Apr. 2019
Circulation, Reference Services, Programming	3051	355		2474	Stats not gathered
Internet Usage ( <i>databases, Overdrive, WiFi, public computers</i> ) & Online engagement ( <i>social media, website</i> )	2467	2274		1089	Stats not gathered
Grand total of all usage	5518	2629		10,306	Stats not gathered

Total patrons	Mar. 2020	Apr. 2020		Mar. 2019*	Apr. 2019*
New patrons	4	7		16	9
Active patrons	1641	1859		1985	1984
BV	1243	1229		1308	1299
NAW	503	521		555	558
Killaloe	24	24		29	29
Admaston/Bromley	12	12		6	6
Non-resident	52	52		63	63

\* Figures based on system-generated (Apollo Biblionix) statistics, rather than last year's CEO Report.  
Please note: The library has been closed as of March 17, 2020 due to the COVID-19 virus.

### 1. COLLECTIONS DEVELOPMENT

Materials by date added to collection (March 1 – April 30, 2020).

Total added: 41. Total value: \$594.49.

Material Type	Items Added	Value Added (\$)
ADULT Fiction	4	\$143
ADULT Non-Fiction	4	\$157
BOARD BOOK	5	\$56
MAGAZINES	27	\$218.99
PICTURE BOOK	1	\$19.50



- In early March we were gearing up for March Break Madness and planning events for April, such as a musical café night. Also, we received excellent news: the Rotary Club of Eganville would donate to BUPL! The donation will go toward enhancing the Makerspace and STEAM programming. In the week before our closure, we were about to start purchasing exciting equipment for the Makerspace and submit a large acquisitions order for materials published in February through April but held off as the COVID-19 virus situation worsened.
- As of March 17, 2020, Bonnechere Union Public Library has been closed to the public until further notice due to the COVID-19 virus. The first few weeks of our closure were difficult for everyone. When the library doors closed to the public, they also closed to staff for over two weeks. In this time, we focused on shifting to remote work environments and followed a work plan that I created for our closure. We set up virtual staff meetings, and a plan for programming. Since the closure full-time staff have been primarily working from home while the hours for our casuals have been cut or decreased.
- On Monday, March 23, our programmer launched a 7-day art challenge, encouraging families and other members of the Facebook community to make crafts with common household items. For April, patrons could look forward to virtual Story Time Tuesdays, a month-long poetry contest and regular posts from us on Facebook containing pertinent information and fun activities to do at home. Our Technical Services Coordinator created online forms for patrons to fill out if they needed a library card or basic tech help and updated our website's reference page to make it simpler to navigate. A multitude of database companies have been offering access to their databases for free for an extended period. We've been busy updating our references page on a regular basis to include these freebies. For April we opened the phone lines on Wednesdays and Thursdays so patrons can call our circulations supervisor about any reference questions. Our circulations supervisor has also been dropping off discarded books to the Seniors Centre on behalf of the library. We've been working on other projects like, investigating hosts for a new BUPL website, conducting a thorough weed and inventory of our collection, submitting modified acquisition orders for materials and enhancing our digital library. Also, we reached out to local schools to see if they needed any assistance with tech-related questions. Both schools let us know they welcomed the offer and would contact us when any needs arose.
- The Board and I have been working on modifying the draft budget we submitted in March to account for the recent changes to our revenue and expenses. In

preparation for the revised draft budget (submitted on April 24) I consulted with our auditor. Additionally, the Board and I have been prepping emergency plans and procedures which will be discussed in more detail during our May meeting. We are planning a phased re-opening that coincides with all necessary guidelines. I've ordered PPE's and will obtain quotes for plexiglass barriers. The whole BUPL team has been engaged in investigating subsidies and loans, and alternative fundraising options.

- The BUPL staff have been using this time to educate ourselves about safety measures, how to work efficiently from home, how to improve our digital library, as well as general professional development. I have been attending regular meetings hosted by SOLS during which local library managers have an opportunity to discuss the current situation and troubleshoot. I have also been attending BV's biweekly/weekly CECG as a department head for the library. Our circulations supervisor attends BV's JHSC to ensure staff are aware of safety procedures and policies.
- Thankfully, the Canada Summer Jobs grant will still be offered, though it the program will be different than usual. We can now be more fluid with the job title and description for the successful candidate.

### CEO Report – June 2020 Board Meeting

May usage	May 2020**	May 2019
Circulation, Reference Services, Programming	482	2,327***
Internet Usage ( <i>databases, Overdrive, WiFi, public computers</i> ) & Online engagement ( <i>social media, website</i> )	1,845	522
Grand total of all usage	2,233	6,385

Total patrons	May 2020**	May 2019*
New patrons	4	0
Active patrons	1,853	1,969
BV	1,221	1,291
NAW	522	553
Killaloe	26	29
Admaston/Bromley	12	7
Non-resident	51	28

\* Figures based on system-generated (Apollo Biblionix) statistics, rather than last year's CEO Report.

\*\*Statistics impacted by COVID-19 pandemic. The library has been closed as of March 17, 2020. Curbside pickup began on May 27, 2020.

\*\*\* Figure does not include ILL orders as this service was not offered throughout May 2019 due to the cuts to SOLS.

### COLLECTIONS DEVELOPMENT

- Materials by date added to collection (May 1 – May 31, 2020).

Total added: 23. Total value: \$195.48.

Material Type	Items Added	Value Added (\$)
MAGAZINES	23	\$195.48

- The anticipated arrival date for acquisition orders placed in April and May is sometime in June. United Library Services (ULS), located in Calgary, Alberta, reopened in April under limited hours. They are now open four days a week. The majority of our orders were placed through ULS. The Ontario-based Library Services Centre (LSC) is our preferred vendor but they will not resume shipments until the week of June 22<sup>nd</sup>.

## **PROGRAMS AND SERVICES**

- The Ontario provincial government permitted public libraries to operate delivery and pickup services as of May 19<sup>th</sup>. Throughout May 19<sup>th</sup> to 26<sup>th</sup> the BUPL team coordinated a BUPL curbside pickup service.
- On May 27<sup>th</sup>, we started curbside pickup. Until further notice, it is to be offered every Wednesday and Thursday from 10-12 and 1-4. During this time, our phone lines are also open. We answer hold requests, tech help questions, questions about library membership and any other reference inquiries. Soon, we will expand our phone line schedule to Tuesdays to Fridays 10-12 and 1-4 to help relieve the high volume of calls we've received on Wednesdays and Thursdays.
- Online programming has continued with Storytime's, and STEAM challenges. As well as a "send us a letter" campaign and other regular posts from us on Facebook containing pertinent information and fun activities to do at home.
- Planning for TDSRC is complete. Registration begins on June 15<sup>th</sup>.

## **MAKE THE LIBRARY EVEN MORE WELCOMING AND ACCESSIBLE**

- In preparation for our Curbside Pickup service, the BUPL team produced print and audiovisual marketing materials that outline how the service will be run, how to reserve a book online and how to search our online catalog. All videos can be found on our YouTube channel Bonnechere UPL and have been advertised on our Facebook page.
- In preparation for the opening of the library (once the Ontario provincial government announces the date) plexi-glass barriers and partitions have been ordered. As well as other materials, such as floor marking tape. I am also investigating safer options, such as a debit machine.
- The thorough weed and inventory of our collection continues. We'll soon have ample room for new materials!

## **CONTRIBUTE TO THE COMMUNITY THROUGH PROACTIVE OUTREACH AND ENGAGEMENT WITH COMMUNITY PARTNERS**

- The Horticultural Society's Val Collins and Judy Sauvé assisted with planting BUPL's teen gardens. Additionally, we received plant donations from another community member. Our Programming Coordinator oversaw the updates and contributed to planting as well.
- We were happy to receive a donation from Rotary Eganville for an acquisition of children's books. Additionally, in accordance with the donation from Rotary Eganville received in March, purchasing for the Makerspace and STEAM programming will continue shortly, as many vendors are just beginning to resume operations.

- Cloth face masks for the staff and I were ordered from a community member who was requesting her clients donate to the Eganville Food bank. We donated to the Food bank as payment.
- Our donation of discarded books to the Seniors Centre continues on an as needed basis.
- Our programmer visited Toy Bus this month and conducted a storytime.

#### **ENHANCE UNDERSTANDING OF BUPL AND WHAT IT OFFERS TO PATRONS, THE COMMUNITY AT LARGE, AND OUR TWO COUNCILS**

- Val Collins will regularly photograph our teen gardens as they grow and produce web copywrite for BUPL's Facebook page. This way the community can regularly see what has flowered and pick up some fresh produce!
- My third monthly column for the Eganville Leader was published on May 20<sup>th</sup>. It contained the necessary information for our curbside pickup service.

#### **STRENGTHEN OUR PEOPLE AND ORGANIZATION**

- The BUPL team has been engaged in investigating subsidies and loans, and alternative fundraising options. Currently, the alternative fundraising options that are being explored are outdoors-based events. BUPL is focusing on these types of events because, during this time, outdoor activities where social distancing is practiced are recommended by health authorities.
- The Board and I discussed emergency plans and policies during our May meeting and continue to plan our phased re-opening, responding to any developments announced by the Ontario provincial government.
- I am regularly in contact with other library managers in Ontario to troubleshoot our current situation. I have also been attending BV's biweekly/weekly CECG as a department head for the library. Our Circulations and Interlibrary Loans Manager attends BV's JHSC to ensure staff are aware of safety procedures and policies.
- Grants and Surveys
  - We have been offered the Canada Summer Jobs grant for one full-time Library Assistant! The search for a student will begin immediately with interviews to begin in early June.
  - We were asked to participate in the mandatory Statistics Canada survey, *Annual Capital and Repair Expenditures Survey: Actual 2019*. The survey is complete.
  - As of May 6, 2020, the Ontario government is not launching the 2020-2021 Seniors Community Grant. Last year, the deadline was in June.



### CEO Report – July 14, 2020 Board Meeting

June usage	June 2020*
Circulation, Reference Services, Programming	899
Internet Usage ( <i>databases, Overdrive, WiFi, public computers</i> ) & Online engagement ( <i>social media, website</i> )	1867
Grand total of all usage	2,766

Total patrons	June 2020*
New patrons	12
Active patrons	1,839
BV	1,211
NAW	519
Killaloe	27
Admaston/Bromley	12
Non-resident	50

\*Statistics impacted by COVID-19 pandemic. The library has been closed as of March 17, 2020. Curbside pickup began on May 27, 2020.

### COLLECTIONS DEVELOPMENT

- Materials by date added to collection (June 1 – June 30, 2020).  
Total added: 26. Total value: \$421.

Material Type	Items Added	Value Added (\$)
ADULT FICTION	8	\$228
ADULT Non-Fiction	2	\$70
MAGAZINES	15	\$123

- The anticipated arrival date for acquisition orders placed in April and May is now July. Based on a report requested from United Library Services (ULS), most of our order is on its way. The Ontario-based Library Services Centre (LSC) is our preferred vendor but they will not resume shipments until the week of June 22<sup>nd</sup>.

### **MAKE THE LIBRARY EVEN MORE WELCOMING AND ACCESSIBLE**

- For some time BUPL has identified the need for a new website. The need for our digital services over the last few months has further amplified this need. We are exploring avenues for an inexpensive site provider that will allow more functionality, especially more plugins that allow for greater accessibility.
- In preparation for our TD Summer Reading Club, we have arranged for print packages to be picked up by registrants. This will help ensure that registrants who don't have internet access, can still participate.
- To keep staff and patrons safe when they enter the library (entering the library will be possible in July), partitions and plexiglass barriers have been put in place and staff and patrons have access to PPE. Additionally, all returned library materials continue to be quarantined for four days (longer than the recommended time frame, which is 72 hours).
- BUPL is continuously working with BV public works to ensure the library entrance is welcoming and continues to be accessible.
- A park bench was donated to our garden area. We will be receiving another donation from a patron, also a piece of outdoor furniture. This will allow for people to enjoy our new gardens!

### **CONTRIBUTE TO THE COMMUNITY THROUGH PROACTIVE OUTREACH AND ENGAGEMENT WITH COMMUNITY PARTNERS**

- BUPL has been in regular conversation with Bonnechere Valley Township regarding developments around COVID-19. I have been attending BV's biweekly/weekly CECG as a department head for the library. Our Circulations and Interlibrary Loans Manager attends BV's JHSC to ensure staff are aware of safety procedures and policies.
- The BUPL board and I continue to respond to any developments announced by the Renfrew County Health Unit and implement these directives in BUPL's phased re-opening.
- I am regularly in contact with local library managers in Ontario to troubleshoot our current situation.

### **ENHANCE UNDERSTANDING OF BUPL AND WHAT IT OFFERS TO PATRONS, THE COMMUNITY AT LARGE, AND OUR TWO COUNCILS**

- The Ontario provincial government permitted public libraries in certain regions, including Renfrew County, to enter Phase 2 on June 12. As soon as procedures have been finalized by the BUPL Board, they will be communicated to the two councils and the community at large via the two township newsletters, the BUPL

Facebook page, website and an article with the Eganville Leader. Phase 2 will be in place in July.

#### **STRENGTHEN OUR PEOPLE AND ORGANIZATION**

- Online programming has continued with Storytime's, STEAM experiments, gaming on the Twitch platform and our Couch to 5k one-month challenge. Patrons also receive regular posts from us on Facebook containing pertinent information and fun activities to do at home.
- We have our registrants for TD Summer Reading Club, which will begin on July 6<sup>th</sup>!
- The BUPL team has been engaged in investigating subsidies and loans, and alternative fundraising options. BUPL will be conducting outdoor book sales in July, starting with July 15<sup>th</sup>. The sale will take place on Wednesdays and Saturdays.
- Grants and Surveys
  - We hired a Library Assistant for the Canada Summer Jobs grant.
  - The PLOG is now due July 22<sup>nd</sup> and has been modified by the ministry for simplicity.





## Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Clerk Treasurer Recruiting	Date: August 18, 2020
	Council/Committee: Council
	Author: Andrew Sprunt
	Department: Administration

### RECOMMENDATIONS:

**That, Council accepts the report as presented.**

### BACKGROUND:

Currently the position of Clerk is vacant. The position of Treasurer is being filled through an arrangement with Ottawa Valley Waste Recovery Centre, they supply a part time treasurer to the township and invoice for the service.

The current Treasurer, Daniel Burke has accepted a position with Renfrew County and will be starting that position in October.

The CAO and the director of human resources for the County are engaged in the process of recruiting for the Township of North Algona Wilberforce a Clerk/Treasurer that will fill the vacant clerk's position as well as eliminate the need for the arrangement with Ottawa Valley Waste Recovery Centre. Combining the two positions together will provide operational and payroll savings.

It is expected the process of recruitment will be complete in October.

Clerk Treasurer	77,286 - 90,000
Clerk	64,967 - 74,982
Treasurer	64,967 - 74,982
Part time Treasurer	40,000

Annual projected pay roll savings between 20,000- 40,000.

AUG 18 2020

7.13

**ALTERNATIVES:**

**FINANCIAL IMPLICATIONS:**

7

**ATTACHMENTS:**

**CONSULTATIONS:**

**Author:**

\_\_\_\_\_

signature

**Other:**

\_\_\_\_\_

signature

**Treasurer**

\_\_\_\_\_

signature

**C.A.O.**

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signature

# Clerk/Treasurer

## TOWNSHIP OF NORTH ALGONA WILBERFORCE



**Application Deadline:** 2020-09-04

**Posting Expiry Date:** 2020-09-04

**Date Posted:** 2020-08-13

**Location:** Pembroke, Ontario

The Township of North Algona Wilberforce, nestled in the Ottawa Valley, is surrounded by lakes, rivers, and parks. It holds a "cottage country" reputation in the warmer months, a canvas for beautiful foliage in the fall season and a host for beautiful Canadian winters.

Reporting to the Chief Administrative Officer (CAO), the Clerk-Treasurer carries out all statutory duties of the position under the Municipal Act, and other Acts of the legislature and to administer policies, programs and objectives established and approved by Council. In addition to other duties, the Clerk-Treasurer attends all Council meetings and committee meetings, records the minutes of the meetings, acts as a primary resource for the CAO, and committees on administrative matters, oversees the preparation of the budget, as well as assisting the CAO in all contracts and agreements per provincial legislation.

## Competency Profile:

[Privacy & Cookies Policy](#)

- ◆ Degree in Business, Accounting, Finance, Public Administration or equivalent, together with an accounting designation would be considered an asset.
- ◆ 3-5 years experience with municipal financial and budgeting processes.
- ◆ Previous senior management experience required.
- ◆ Thorough knowledge of municipal administration and general knowledge of all local government operations including public works and recreation.
- ◆ Successful completion of or willingness to complete the Association of Municipal Clerks and Treasurers of Ontario Municipal Administration Program and Municipal Tax Administration Program within the first four years of employment.
- ◆ Certified Municipal Officer Program (CMO) would be an asset.
- ◆ Analytical skills to initiate and execute programs, to identify and resolve problems and to formulate relevant policies and procedures.
- ◆ Good interpersonal skills and organizational skills.
- ◆ Must be bondable.

**Compensation: \$77,286 - \$90,000 per annum, plus comprehensive benefits package.**

Qualified applicants are invited to submit their applications stating "North Algona Wilberforce Clerk-Treasurer" by **Friday September 4, 2020 at 4:00pm** to:

Human Resources, County of Renfrew

9 International Drive, Pembroke, ON K8A 6W5

Email: [hrinfo@countyofrenfrew.on.ca](mailto:hrinfo@countyofrenfrew.on.ca) (mailto:[hrinfo@countyofrenfrew.on.ca](mailto:hrinfo@countyofrenfrew.on.ca)) (in MS Word or PDF format)

*Thank you for your interest, however, only applicants considered for an interview will be contacted. Accessibility accommodations are available for all parts of the selection process. Applicants must make their needs known in advance. Information collected will be handled in the accordance with the Municipal Freedom of Information and Protection of Privacy Act.*

**APPLY ([MAILTO:HRINFO%40COU%6E%74YOFR%65NF%72E%77.O%6E%2EC%61?](mailto:hrinfo%40cou%6E%74yofr%65nf%72E%77.O%6E%2EC%61?SUBJECT=CLERK/TREASURER)  
SUBJECT=CLERK/TREASURER)**

[Privacy & Cookies Policy](#)

**OUR PREMIER PARTNERS:**





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

<b>Large Scale Development Potential</b>	<b>Date:</b> August 18, 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Andrew Sprunt
	<b>Department:</b> Public

### **RECOMMENDATIONS:**

**That, Council accepts the report as presented.**

### **BACKGROUND:**

Large scale residential development is limited in the township of North Algona Wilberforce mainly due to complete lack of utility infrastructure. This includes water, sewer, natural gas, and high-speed internet.

Natural gas will only come to the community if the market is viable for the gas companies or upper tier governments mandate the service and provide major subsidies.

At this time there are several initiatives and multiple lobby entities including the Township trying to improve internet services.

In regard to water and sewer services; the township does not have the financial capacity to build the base infrastructure required to operate the utility. Subdivision projects normally include the installation of water distribution and sewage collection underground infrastructure. Typically, the subdivision connects into existing infrastructure. That cannot happen here without a utility system in the township, there is no ability to accommodate large residential development in the Township unless the developer is willing to construct the utility.

The Township can do little to bring natural gas to the community.

Already the Township is very aware of internet challenges and is taking steps to address the issue through the County.

AUG 18 2020

7.14

With regard to water and sewer the Township should look to neighbours. The Township of Bonnechere Valley does have some surplus capacity that may be able to service development beyond their township boarder. Pikwakanagan does not have utilities at this time, in the future there may be a federal initiative to build utilities in their community and perhaps there would be the ability to partner or share.

It is the recommendation of staff that to be able to accommodate any large development in the future, conversations should start with the Townships neighbours. The recommendation is that the CAO and the Mayor be authorized to enter into conversations with the Township of Bonnechere Valley and Algonquins of Pikwakanagan.

The goal is to have options open for inviting future development within the Township.

### **ALTERNATIVES:**

### **FINANCIAL IMPLICATIONS:**

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### **ATTACHMENTS:**

### **Job Description**

### **CONSULTATIONS:**

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature





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

<b>Title:</b>  <b>Fire Department Mid May-July 20</b>	<b>Date:</b> Aug 18, 2020
	<b>Council/Committee:</b> Council
	<b>Author:</b> Kevin Champ
	<b>Department:</b> Fire Department

### **RECOMMENDATIONS:**

**That Council accepts the report as presented**

### **BACKGROUND:**

During the reporting period, the Fire Department has responded to the following events:

- 7 Motor Vehicle Collisions
- 3 Outdoor (grass/brush) fires
- 1 Carbon Monoxide alarm
- 1 Mutual Aid response at the request of LVFD

Following the delays resulting from COVID-19 precautions, the Fire Department ran a recruit training program for our new members. The training was conducted over 5 evening sessions and a Saturday of practical drills. This training, along with the regularly scheduled sessions, will bring the new members skills up to a level where they can be used at an emergency scene by the end of summer.

Invoices for 4 highway incidents have been submitted to MTO for review and payment. Total value of invoices is \$6790 + HST

#### **Golden Lake Station**

Demolition of the first two bays is complete. Concrete floor was cut and removed where needed to allow drain lines for the required plumbing. The plumbing was installed, inspected and new concrete added to fill the trench. Floor has been leveled. Spray foam application on the block walls has been done. Stud construction has begun for the new rooms.

This project is expected to be completed by end October, and within budget.

Washing machine for bunker gear has been received and is awaiting install.

Individual racks for bunker gear have arrived and are awaiting installation

Since early July, members have donated over 165 person-hours, worth over \$3400.

AUG 18 2020

8.1





**ALTERNATIVES:**

Don't accept the report

**FINANCIAL IMPLICATIONS:**

None

**ATTACHMENTS:**

None

**CONSULTATIONS:**

Author: \_\_\_\_\_  
signature

Other: \_\_\_\_\_  
signature

Treasurer \_\_\_\_\_  
signature

C.A.O. \_\_\_\_\_  
signature



## Township of North Algona Wilberforce COUNCIL / COMMITTEE REPORT

Public Works Update	Date: August 18, 2020
	Council/Committee: Council
	Author: Andrew Sprunt, Ronnie O'Neill
	Department: Public Works

### RECOMMENDATIONS:

**That, Council accepts the public works update.**

### BACKGROUND:

At this time Ronnie O'Neill is acting Operations Coordinator.

Crews have finished prep. work on Royal Pines road, and it is expected that the main contractor will move onsite in the next couple of weeks.

Jp2g has completed the survey of Lett's Cemetery and discussions are ongoing as to construction possibilities for 2020.

Roadside cutting is continuing and most areas have been cut at least once.

Pot-hole patching is continuing, with a few larger asphalt repairs planned for later in the year.

Gravelling and dust control operations are complete.

All workers have now complete on-line WHIMS training.

Students have painted the waste and recycling bins at Shaw Woods.

### ALTERNATIVES:

### FINANCIAL IMPLICATIONS:

### ATTACHMENTS:

### CONSULTATIONS:

Author: \_\_\_\_\_  
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Other: \_\_\_\_\_  
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Treasurer \_\_\_\_\_  
signature

C.A.O. \_\_\_\_\_  
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AUG 18 2020

8.2

## Strategic Plan Update

To date, we have accomplished the following milestones and activities on the project:

### Leadership Session #1

Mission, Vision, Values, Purpose with Graphic Recording and Team Building.

### Focus Groups

90 -120-minute filmed sessions with various stakeholder groups (Youth, Seniors, Food Banks, Property Owners, Recreation Groups).

### Interviews

60-90-minute interviews with Mayors (KHR, LV and PIK) and Mayor Brose.

### Interviews

Key players

### Budget Analysis and Review

Neighbours and peer groups.

### Community Survey

Developed and distributed (extended to Sunday Aug 16th at midnight)

Working with a Youth Engagement professional to garner youth feedback of quality

Youth Survey developed and distributed via Google forms with incentive (Cottage Cup Gift Cert).

### External research

Regional, provincial, national, and global best practices to consider.

### August 10 – 14

Fire Hall sessions (2)

Leaders and staff

Leadership Session #2

Consultation update and project sneak peek

Final interviews

Town Hall Event

Consultation recap and survey responses/group session

Reveal MVP set in leadership session #1

Survey promo on site in various hot spots around NAW

Moving into writing mode with TGT

Survey closes

### August 17 - 28

Focus on writing and adding key elements that emerge from survey, last minute interviews.

### September 1 - 4

Presentation of draft document to leadership.

Leadership session #3

### Week of September 7th.

Final design work, edits, and presentation to Council.

AUG 18 2020

8.3



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

<b>Title:</b>  <b>By-Law Enforcement Update</b>	<b>Date:</b>	August 13, 2020
	<b>Council/Committee:</b>	Council
	<b>Author:</b>	Jill Hamelin
	<b>Department:</b>	By-Law Department

### **RECOMMENDATIONS:**

**That, Council accepts the report as presented.**

### **BACKGROUND:**

During this reporting period, the following activities have taken place:

North Algona Wilberforce Township By-Law department has received the following calls

- one complaint of dogs at large (on going)
- one complaint of horses at large (resolved)
- two noise complaints (one resolved, one on going)
- one call regarding a female dog and 3 pups dumped on the side of a road (resolved, all dogs were recovered, brought to the pound and re-homed)
- three "property standards" type complaints (one resolved, two on going)
- two complaints of personal items on Township property. (resolved)

North Algona Wilberforce has had zero false alarms since the approval of our False Alarm by-law.

The Nuisance Noise By-Law has been approved by the Province and has been sent to the courthouse in Pembroke. Education of this by-law is delivered on a case by case basis and fines can be issued if necessary.

The MELO's ceased the Comfort Cottage Checks at the beginning of June, as the travel restrictions were loosened by the Province and the cottage owners started to arrive.

Thursday afternoons the Bylaw Coordinator will be available in the office for the public's questions and concerns.

AUG 18 2020

8.4

Upcoming projects – to work with office staff to get the most requested by-laws on the web and continue to work on by-laws for the Township.

**ALTERNATIVES:**

Do not accept the report.

**FINANCIAL IMPLICATIONS:**

None

**ATTACHMENTS:**

None

**CONSULTATIONS:**

**Author:** \_\_\_\_\_  
signature

**Other:** \_\_\_\_\_  
signature

**Treasurer** \_\_\_\_\_  
signature

**C.A.O.** \_\_\_\_\_  
signature