



# Township of McKellar Report to Council

**Prepared for:** Mayor & Council

**Department:** Administration

**Date:** March 21, 2023

**Report No:** ADMIN-2023-07

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**Subject:** Request for Proposal Results & Recommendation – Integrity Commissioner

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## **Recommendation:**

That the Council of the Corporation of the Township of McKellar does hereby receive this report for information and award the Request for Proposal to Aird Berlis, to appoint John Mascarin as Integrity Commissioner for the Township of McKellar.

## **Background:**

An Integrity Commissioner is an independent and impartial officer who ensures the integrity of Municipal decision-making and promotes ethical conduct among elected and appointed officials. The role of an Integrity Commissioner is to provide advice, education, and investigation into complaints about potential breaches of codes of conduct or conflicts of interest.

## **Analysis:**

### Background on Proponents

John Mascarin is a lawyer with over 30 years of experience in municipal law, including serving as legal counsel to numerous Municipalities and Municipal agencies. He has written extensively on Municipal law topics and has taught Municipal law courses at several universities. He has also served as an Integrity Commissioner for several municipalities in Ontario, previously including the City of Toronto. Mr. Mascarin has demonstrated a commitment to promoting transparency, accountability, and ethical conduct in municipal government.

Mary Ellen Bench is also a lawyer with extensive experience in Municipal law, including serving as legal counsel to several Municipalities. She has also served as an Integrity Commissioner for several Municipalities in Ontario, currently including Chatham-Kent and Kingsville. Ms. Bench is a member of the Ontario Bar Association and has served as chair of the Municipal Law Section of the Ontario Bar Association. She has also been recognized for her work in Municipal law by the Canadian Legal Lexpert Directory.

Selection Process Outlined in the RFP

- I) Both proponents met the submission requirements of the RFP. Aird Berlis reached out to the Deputy Clerk to consider the 20-page limit and was permitted to include a sample report that exceeded the page limit to provide Council an example of detail included in the firm's reports.
- II) No bids were eliminated as neither proponent, or its principals have been, or are currently involved in litigation with the Township of McKellar other than a claim for property damages or personal injury, where that litigation impacts upon the ability of the parties to further engage in reasonable business relations.
- III) Evaluation of the bids was based on the following
  - a. Proponent general information
  - b. References
  - c. Ability to show a clear understanding of issues and constraints and applicable standard and statutes
  - d. Quality of the proposal in meeting the requirements of RFP Experience with Integrity Commissioner Services.
  - e. Quality of reporting
  - f. Financial documents/pricing/fees

**Financial:**

Both firms submitted proposals with no retainer for appointment.

	Aird Berlis	Bench Municipal
Hourly Rate for IC	\$825.00	\$300.00
Hourly Rate for other Lawyers at the Firm	\$395.00 to \$595.00	None specified.
Mileage	\$0.58/km	\$0.54/km

**Policies Affecting Proposal:** Procurement Policy

**Conclusion:**

It is recommended that the Council of the Corporation of the Township of McKellar enter into a contractual agreement with Aird Berlis to appoint John Mascarin as Integrity Commissioner.

Mr. Mascarin has a wealth of knowledge and experience that fulfills the requirements of the Township. Mr. Mascarin has detailed in the proposal his strong analytical skills to evaluate situations and provide appropriate recommendations to the Township. He has

demonstrated excellent communication skills to clearly articulate ethical standards and provide guidance on ethical issues to members of the organization or the public. Lastly, he has shown he possesses high levels of personal integrity and is dedicated to ensuring that ethical standards are maintained within the Township.

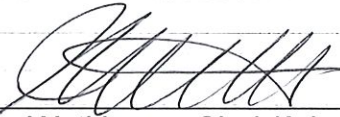
Although Mr. Mascarin has a dramatically higher hourly rate than Ms. Bench, the services of the Integrity Commissioner are only required when there is unethical conduct among elected and appointed officials. This will promote ethical and transparent conduct within the Corporation and castigate those who do not exhibit such behavior at a cost to the Township.

**Respectfully submitted by:**

**Reviewed by:**



Karlee Britton, Deputy Clerk



Ina Watkinson, Clerk/Administrator

Attachments:

RFP Opening Form – January 27, 2023



# Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

## Request for Proposal Opening RFP Number 2023-01 Integrity Commissioner

Closing Date: January 27, 2023 at 2:00p.m.

(Addendum No. 1) Closing Date Extended to: February 17, 2023 at 2:00p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
Bench Municipal	Jan 30, 2023	Hourly Rate \$300 Block Fee Rate \$1,500/day \$750 half day Phone calls \$100/call	Emails \$100/exchange or \$300/hr - whichever is less Mileage \$0.54/km	
Aird+Berlis LLP	Feb 16, 2023 12:18 pm	J. Mascarin \$825/hr M. Cowan \$595/hr L. Dean \$550/hr P. Bobatis \$525/hr M. Barrett \$515/hr	D. Peregoudova \$475/hr J. Pappas \$395/hr Photocopies + Printing \$0.10/pg Mileage \$0.58/km	

Request for proposals opened at the Municipal Office at 2:03 p.m. by:

**Ina Watkinson**  
Clerk/Administrator

**Karlee Britton**  
Deputy Clerk



# Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0 Phone: (705) 389-2842  
 Fax: (705) 389-1244

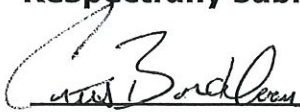
## ANNUAL BUILDING DEPARTMENT REPORT 2022

This report is issued pursuant to the requirements of Section 7(4) of the Building Code Act. Under the Act, the Township of McKellar is required to prepare a report annually containing information on the building permit fees collected, as well as costs of servicing building permits and enforcing the Building Code Act and the Building Code. Division C Part 1 (1.9.1.1) further directs the Municipality to distinguish between direct costs and indirect costs, as well to include in the report the balance of the reserves at year end, if applicable.

Direct costs of the administration and enforcement of the Act includes the review of applications for permits and inspection of buildings. Indirect costs of the administration and enforcement of the Act includes support from other departments, overhead costs etc.

The total fees collected under the Municipality's Building By-Law for the calendar year 2022 totaled \$151,375.47. The total for all direct costs was \$133,837.18, and the total for all indirect costs was estimated to be \$31,724.91 for a total of \$165,562.09. It should be noted that the Township of McKellar Building Department reserve currently is \$126,162.75.

### Respectfully submitted by:

  
 Chris Bordeleau, CBCO  
 Chief Building Official

### Reviewed by:

  
 Karlee Britton – Deputy Clerk

  
 Roshan Kantiya – Treasurer



# Township of McKellar Staff Report

**Prepared for:** Council

**Department:** Fire Department

**Agenda Date:** March 21, 2023

**Report No:** FD-2023-07

**Subject:** Month End Status Updates – February 2023

For the month of February 2023, the Township of McKellar Fire Department responded to a total of 13 calls consisting of:

12	Medical calls
1	Fire calls
0	Assistance calls (mutual/automatic/ or inter agency aid)
0	Motor Vehicle Collisions

**This was the busiest February for McKellar Fire on record. Thank you volunteers!**

### **Apparatus and Equipment:**

Apparatus status for the month of is stable, with no major mechanical issues coming to light. During our February truck checks an issue has been discovered with the transmission temperature gauge in Tanker 2, this has been reported to the mechanics at Wasco and will be taken care of on March 22<sup>nd</sup> when Tanker 2 goes in for its annual service.

With the scheduling of our wildland Fire training over 4 weeks in March and April, McKellar has purchased a Wildfire Home Defense sprinkler system to assist with the protection of a home or cottage in harms way during an active Wildfire Event. This system is easily deployable by 3 firefighters and will take only 1 firefighter to maintain allowing us to free up precious efforts to focus on the fire line, or evacuation of residents.

### **Personnel:**

McKellar welcomed 2 new recruits in the month of February/early March. One to be trained in house, eager to give back to his community. One is a fully trained and certified firefighter who we share with McDougall, and is immediately available to help with our responses.

### **Training:**

Recruits involved in the WPSRTP will continue attending training the first Saturday and Sunday of every month. Aside from that, our department has the following booked.

- March 21 and 28, April 11 and 18. We will be SP103 wildland fire training. While originally supposed to be training done with the support of the MNR, they had to cancel so this training will be done now over a 4 Tuesday period in March and April.
- April 1, 2 we have 1 member of our peer support team who will be taking the Resilient Minds training put on by the Canadian Mental Health Association to help peer support workers deal with first responders suffering from PTSD
- May 13 We will host an NFPA 1006 Auto Extrication Operations certification with attendees and cost sharing from McDougall

- May 15-June 15 our members will be educated and certified to an awareness level for NFPA 1006 Water Rescue
- June 1 – July 1<sup>st</sup> Several of our responders will be educated and certified to an awareness level for NFPA 1072 Hazardous Materials Response.
- December 8,9,10 We will be hosting and Ice Rescue Technicians certification, with attendees from other departments likely. This will be the first time McKellar will have been fully trained and certified to provide full Ice Rescue capabilities to our township
- McKellar has been a co-applicant to the acquisition of the OFM Burn Trailer for the West Parry Sound group and the Recruit Training Program. We will have the opportunity to attend the trailer for a complete day of live burns in this state-of-the-art trailer under the supervision of the OFM. An inquiry has also been made as to whether we can offer council the opportunity to visit the trailer with us to give you a live fire experience, in full gear and under supervision. You will be kept informed if this is possible.

**Buildings:**

(No Change) Station 2 has been found to have a leak in its roof. This has apparently been noticed for several years. Come spring when the snow load and Ice are off the roof an assessment will be ordered and a quotation for repair will be obtained. At this point, given its history, and the level of leaking, there does not appear to be a need to address this immediately. The situation will be monitored and council will be kept up to date monthly.

**Home Safe Home, Fire Prevention and education:**

Fire Prevention and educational material have been received from our order, they will be available at special events and market dates throughout the summer.

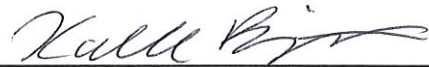
Junior Firefighter program has been developed and will be seen for consideration in a separate document to council. This program was developed by interviewing surrounding townships regarding their programs, and where success and difficulties could be found. If approved, in April, social media and other awareness campaigns would begin to make the program known to the public. Applications would be accepted in May, and 2-3 positions would be available beginning in June.

**Respectfully submitted by:**

**Reviewed by:**



Robert Morrison, CEMC/Fire Chief



Karlee Britton, Deputy Clerk

Attachments: None.



**ONTARIO  
AGRICULTURAL COLLEGE**

SCHOOL OF ENVIRONMENTAL DESIGN  
AND RURAL DEVELOPMENT

January 18, 2022

**RE: Letter of Information and Invitation to Participate in a Research Study**

*Identifying Supports and Structures to Help Small and Rural Communities in  
Northern Ontario Respond to Disruption*

My name is Leith Deacon, and I am an Associate Professor at the University of Guelph. This letter serves as a formal invitation to municipalities in Northern Ontario with populations <10,000, to participate in a research study that is exploring the experience(s) of small and rural Northern Ontario communities' COVID-19 response. The study's purpose is to identify supports and structures that would help small/rural communities in Northern Ontario respond to future disruption.

This project is taking place from September 2022 until August 2023. If you choose to participate, we will ask to:

1. Gain access to council and committee agendas and minutes for the period of January 2020 through June 2022.
2. Interview one elected leader and one municipal management-level staff, ideally both individuals held their roles during the period identified above.
3. Invite one participant from your municipality to attend an in-person focus group discussion to explore the findings; all expenses will be reimbursed.

If you have any questions about this study, please contact:

Leith Deacon, PhD  
School of Environmental Design and Rural Development  
Landscape Architecture Building  
University of Guelph  
Guelph, Ontario, Canada N1G 2W1  
[Leith.Deacon@uoguelph.ca](mailto:Leith.Deacon@uoguelph.ca)  
519-824-4120 ext. 52521

To indicate your municipality's interest in participating in this study, please review the document below and return the expression of interest, signed, to [pderbedr@uoguelph.ca](mailto:pderbedr@uoguelph.ca)

Sincerely,

*Leith Deacon*

School of Environmental Design and Rural Development  
50 Stone Road East  
Guelph, Ontario, Canada N1G 2W1  
T 519-824-4120 x52521  
[Leith.Deacon@uoguelph.ca](mailto:Leith.Deacon@uoguelph.ca)  
[uoguelph.ca](http://uoguelph.ca)

**IMPROVE LIFE.**



**Project Title:** Identifying Supports and Structures to Help Small and Rural Communities in Northern Ontario Respond to Disruption.

**Primary Investigator:** Leith Deacon, PhD  
Associate Professor  
School of Environmental Design and Rural Development  
University of Guelph  
Guelph, Ontario, Canada N1G 2W1  
519-842-4120 ex. 52521  
Email: [Leith.Deacon@uoguelph.ca](mailto:Leith.Deacon@uoguelph.ca)

**Collaborators:** Amanda Mongeon, MEd, PhD Student  
School of Environmental Design and Rural Development  
University of Guelph  
Guelph, Ontario, Canada N1G 2W1  
705-648-2565  
Email: [amongeon@uoguelph.ca](mailto:amongeon@uoguelph.ca)

Kate Mulligan, PhD  
Adjunct Professor  
School of Environmental Design and Rural Development  
University of Guelph  
Guelph, Ontario, Canada N1G 2W1  
Email: [kate.mulligan@utoronto.ca](mailto:kate.mulligan@utoronto.ca)

Portia Derbedrosian, MSc  
Research Assistant  
School of Environmental Design and Rural Development  
University of Guelph  
Guelph, Ontario, Canada N1G 2W1  
Email: [pderbedr@uoguelph.ca](mailto:pderbedr@uoguelph.ca)

**Background:**

My name is Leith Deacon, and I am an Associate Professor at the University of Guelph. The purpose of this letter is to invite you to participate in a study exploring the experience of small and rural Northern Ontario communities' COVID-19 response. Financial support for this project is provided by the Canadian Institutes for Health Research (CIHR).

**Purpose of the Study:**

The purpose of this study is to identify supports and structures that would help small/rural communities in Northern Ontario to respond to disruption more effectively. The research has four objectives:

1. To identify municipal decisions related to the COVID-19 pandemic.

2. To explore successes and challenges experienced by small and rural communities in responding to the COVID-19 pandemic.
3. To identify supports and structures that will help small and rural communities more effectively respond to disruption.
4. To compile and share findings from research to inform policy and practice.

**Eligibility:**

Fourteen municipalities with populations <10,000 that are located within the areas served by any of the following 7 public health units are eligible to participate in this study: Northwestern, Thunder Bay and District, Algoma, Porcupine, Timiskaming, North Bay Parry Sound District, Sudbury, and Districts.

**Research Procedures:**

Participating municipalities will be asked to identify one elected representative and one senior staff member, who held their role during the COVID-19 pandemic i.e., from January 2020 through June 2022. Each will be invited to take part in an online 90-minute interview, and the municipality will be asked to identify one of these individuals to participate in an in-person 2.5-hour focus group. Interviews will be audio and video recorded and the focus group will be audio recorded. Each participating municipality will be asked to grant the research team access to agendas and minutes from council and committee meetings for the time indicated above.

**Risks and Benefits:**

There are very few foreseen risks to participation in this study.

*Psychological risks:* All participants will be taking part within their professional role, and risk within this study is less than anything that would be encountered within other aspects of their work. There may be some degree of worry related to recalling the stress associated with working during the COVID pandemic. Meeting documents included in the study are all understood to be in the public domain and therefore do not involve risks.

There are no direct benefits to your participation in this study. This research will contribute to informing policy and practice related to governance in small and rural communities. It is expected to benefit participating communities as well as rural communities elsewhere in Ontario and Canada. You do not waive any legal rights by agreeing to take part in this study. Findings will be shared at one or more research conferences, through publication in an academic journal, and within the PhD dissertation of Amanda Mongeon. Any participant, alongside their respective municipality, will not be identified directly or indirectly unless said participant and associated municipality provide written consent allowing for identification within the research.

One researcher is employed by the Timiskaming Health Unit; refusing to participate in this research will not impact any relationship you may have with Timiskaming Health Unit.

**Confidentiality and Anonymity:**

This study will not identify participating municipalities without express written permission. Participation in this study is voluntary. Individuals may refuse to participate, refuse to answer any questions and individuals or municipalities may withdraw from the study at any time with no effect

School of Environmental Design and Rural Development  
50 Stone Road East  
Guelph, Ontario, Canada N1G 2W1  
T 519-824-4120 x52521  
Leith.Deacon@uoguelph.ca  
[uoguelph.ca](http://uoguelph.ca)

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to their future by contacting the researcher or stating in the moment. As a municipality you may withdraw from the study up until March 21, 2023, and all data associated with your municipality will be destroyed. Interview participants can request to have any collected data withdrawn from the study up until May 1, 2023. Due to the nature of focus groups, participant contributions after May 1 will not be able to be withdrawn; data will not be destroyed and will be kept. All possible steps will be taken to help ensure confidentiality; however, it is possible that information provided may enable identification among study participants. Individuals will be given the choice to share their name in their consent form. All collected data will be stored on recording devices, hard drives, and portable jump drives which will be encrypted using advanced file security software (Bitlocker: [www.uoguelph.ca/ccs/encryption](http://www.uoguelph.ca/ccs/encryption)). Please note that confidentiality cannot be guaranteed while data is in transit over the internet.

Identifiable data will be kept until submission of results for publication (typically 3 – 6 months after conclusion of project). Non-identifiable data will be kept for a maximum of 5 years in a secure location at which time, all recorded information will be destroyed and disposed of. During this time, all members of the research team will have access to the data.

Municipalities will not be paid to participate in this study; however, if not already planning to attend the conference at which the focus group takes place, focus group participants will be refunded for their costs related to travel, food, and accommodations. Those already attending will not be reimbursed for their costs.

**Ethics:**

This project has been reviewed by the Research Ethics board for compliance with federal guidelines for research involving human participants. If you have questions regarding your rights and welfare as a research participant in this study (REB #22-10-010), please contact: Manager, Research Ethics, University of Guelph; [reb@uoguelph.ca](mailto:reb@uoguelph.ca); (519)-824-4120 Ext. 56606

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I, who possesses the power to sign on behalf of the municipality, have read the letter of information and agree, on behalf of the municipality, to participate. All questions have been answered to my satisfaction.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Municipality

**Parry Sound Area**  
**COMMUNITY BUSINESS & DEVELOPMENT CENTRE INC.**  
A Community Futures Development Corporation



February 24<sup>th</sup>, 2023

Township of McKellar  
 PO Box 69, 701 Highway 124  
 McKellar, Ontario  
 P0G 1C0



Attention: Mayor David Moore  
 Township of McKellar  
 RE: Contribution to the Parry Sound Area CB&DC – 2023

Dear Mayor Moore,

On behalf of the Board volunteers and the staff of the CB&DC please share with Council our sincere appreciation for its past tangible support to our annual operating budget. In furtherance of our request for a 2023 contribution of \$500, I have attached the following:

1. September 30, 2022 year-end financial statements
2. CB&DC Investment Fund Municipal Concentration list as at January 25, 2023
3. Summary of past Municipal support
4. CB&DC Board resolution #2023-4138 authorizing this request
5. Client Success Story – Fisher's Regalia

Parry Sound Area CB&DC's 2021-2022 fiscal year ending September 30, 2022 marked our 35th year of operation. It was a fast-paced year of challenges and inspiration, with many opportunities to cultivate our priorities.

The Covid-19 pandemic continued to impact our economy: housing and labour market shortages, rapidly increasing interest rates, and supply chain issues all bore weight on business success. Locally, SMEs struggled to meet staffing needs, often adjusting workflows and/or operating hours as a result. The CBDC office maintained our usual hours open to the public and we responded to the needs of our team with flexible work from home/in office scheduling. Our ongoing digitization efforts served us well as we saw few ripples in our work flow and we continue to update our processes to maximize our flexibility as an organization.

With the completion of a new Strategic Plan in June 2022, the organization set focus on short and medium term goals and work on those priorities is well under way.

Parallel to the strategic planning work, we finalized a 5-year Business Plan, Budget, and Communication Plan to back our application to FedNor for continued operating support; we're pleased to have received a 5-year Contribution Agreement which allows for longer-term planning and implementation of our

strategies.

Last year we reported our community investment of \$3,800,000 to 72 local businesses across our area, through the Regional Relief and Recovery Fund (RRRF), with a potential forgivable portion of over \$1,000,000. We're extremely proud of this work and the real difference it made to SMEs in our community. This past year we implemented a focused communication strategy with RRRF loan clients, to check that repayment strategies are in place to maximize access to the forgivable portion of those loans.

Our regular loan portfolio continues to be healthy; currently we host over \$10M in active loans. During CB&DC's 2022 fiscal year the board invested \$1.55 Million across our community with entrepreneurs in need of capital and operating funding, leveraging in excess of \$3.9Million. Through CB&DC, three clients accessed capital through the North Eastern Ontario Investment Pool (NEOIP), resulting in a further \$1M flowing into our community, in addition to our own local investment. The NEOIP, a collaboration between 13 Community Futures organizations across North Eastern Ontario, allows for loans of up to \$750,000.

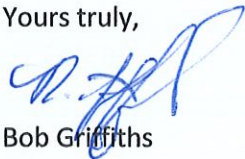
With a 35 year track record, our cumulative totals since inception illustrate CB&DC's impact to our community: to September 30, 2022 the Parry Sound Area Community Business & Development Centre Board of Directors has reviewed 859 loan applications, approving over 670 loans. CB&DC has disbursed \$30,159,568 in loans and \$3,800,000 in Regional Relief Recovery Fund lending; creating or maintaining well over 2600 jobs.

Long-time CB&DC Loans Officer Sherry Keown retired last year and while her knowledge and expertise will be missed, we wish her the very best in her retirement. Last August Kyle Forder came on board as Loans & Business Development Officer, joining Administrator Pam Hargrave and General Manager Janice Heidman to complete our core CB&DC team.

With all that we do, we continue to produce strong results under a core operating budget that has not changed since 2008. Discussions on that point with the federal government continue at a provincial and national level; locally we are focused on how we can do as much as possible within our budgetary constraints. On that note, we thank our municipal partners with great gratitude for your past support; it makes a difference in the work we are able to do.

Thank you for your consideration of this request and as always, we remain available to have further dialogue with Council at your convenience.

Yours truly,



Bob Griffiths

Chair,

Parry Sound Area

Community Business & Development Centre



**PARRY SOUND AREA  
 COMMUNITY BUSINESS & DEVELOPMENT CENTRE INC.  
 General Resolution**

<b>RESOLUTION #</b>	<b>CB&amp;DC – 2023-4138</b>
<b>DATE:</b>	January 23, 2023
<b>MOVED BY:</b>	Rachel Sullivan
<b>SECONDED BY:</b>	Lisa Luss
<b>THAT:</b>	the Board of the Parry Sound Area Community Business & Development Centre Inc. does hereby direct the General Manager to apply to the Township of McKellar's Donations / Grants Program for a 2023 contribution of \$500.00.

- Carried
- Defeated
- Deferred

  
 \_\_\_\_\_  
 Chair

## MUNICIPAL CONTRIBUTIONS

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Archipelago</b>	\$4,000	\$1,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$ 2,000	\$ 2,000	\$ 2,000
<b>Carling</b>	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$ -	\$ -	
<b>McDougall</b>	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$ 3,000	\$ 3,000	\$ 3,000
<b>McKellar</b>	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$ 500	\$ -	
<b>Parry Sound</b>	\$2,468	\$3,123	\$4,021	\$2,613	\$1,585	\$2,233	\$2,000	\$ -	\$ 2,002	\$ 2,923
<b>Seguin</b>	\$7,000	\$7,000	0	\$4,000	\$4,000	\$4,000	\$4,000	\$ 4,000	\$ -	\$ 4,000
<b>Whitestone</b>	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$550	\$1,100	\$ 1,100	\$ 1,100	\$ 1,100
<b>Magnetawan</b>	\$1,000	\$1,000	\$1,000	\$1,000		\$1,000	\$1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total</b>	<b>\$20,568</b>	<b>\$18,223</b>	<b>\$13,121</b>	<b>\$15,713</b>	<b>\$13,685</b>	<b>\$14,783</b>	<b>\$15,100</b>	<b>\$11,600</b>	<b>\$ 9,102</b>	<b>\$ 14,023</b>



# Parry Sound Area

## COMMUNITY BUSINESS & DEVELOPMENT CENTRE INC

A Community Futures Development Corporation

### CLIENT SUCCESS STORY

## FISHER'S REGALIA & UNIFORM ACCOUTREMENTS CO. LTD.

Founded in 1975 Fisher's Regalia is a second-generation family-owned company that was operating out of Barrie, Ontario. We provide uniforms and accessories for the emergency services sector across Canada and in the Caribbean. We, owners Yvonne and Mark Tulloch, were in the process of creating a succession plan with our son when he identified that owning a home in Barrie was outside of his family's reach financially.

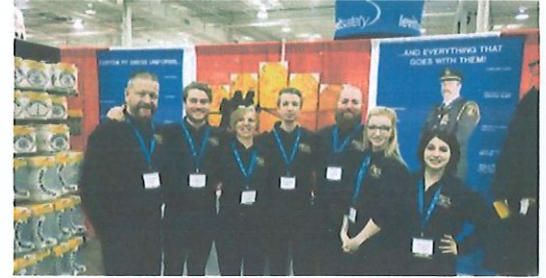
He eventually purchased a home in Parry Sound and Yvonne and Mark began the search for a commercial property to relocate the business closer to our son's home. The search was successful as the former Georgian Bay Rentals property on Queen St. in Parry Sound was found to be a suitable location. There was one problem that looked to put the brakes on the purchase.

Covid19 had spooked all of the chartered banks when it came to commercial mortgages and that put us into a precarious position. Enter the Parry Sound Area and Community Business Development Center. They were originally going to participate in second position with TD Bank but when the bank withdrew their participation Janice Heidman, the general manager of this extremely helpful organization offered to participate fully in the commercial mortgage for our company.

The qualification progress was rigorous but fair. They worked extremely well with all of the lawyers in the transaction and the process was fairly seamless.

Our family was very grateful for the relationship created between our firm and the CBDC. I believe it's rare for a government agency to deliver exactly what it promises to deliver and now we hope to do our part by growing and hiring more local folks here in the district of Parry Sound.

*Mark J. Tulloch, V.P. Sales & Marketing  
Owner, Fisher's Regalia*







March 14, 2023

SENT ELECTRONICALLY

Mayor David Moore  
 Township of McKellar  
 701 Highway 124  
 P.O. Box 69  
 McKellar, ON P0G 1C0

Dear Mayor Moore:

**RE: Food Insecurity**

The Board of Health for the North Bay Parry Sound District Health Unit (Health Unit) recently passed motions related to food insecurity and income, informed by the Health Unit's [2022 Cost of Eating Well](#) report. We encourage you to join us in calling on the Province of Ontario for income-based policy action by:

1. Reviewing and passing municipal resolutions relating to food insecurity (see attached proposed draft motion).
2. Sending a letter to the Province of Ontario to support the recommendations made to the province by the Health Unit relating to income-based policy action (see attached draft letter from the Health Unit to Premier Ford, Minister Jones, and Minister Fullerton.)

Food insecurity

Food insecurity is the inadequate or insecure access to food due to financial constraints, meaning a household does not have enough money for food. It is a serious public health problem that impacts all levels of government. The magnitude of food insecurity in Ontario is shocking. Most recent estimates report that **almost 1 in 6 households in Ontario are food-insecure, amounting to 2.3 million Ontarians, with 1 in 5 children living in a food-insecure household.** Food insecurity greatly increases the risk of having a wide range of physical and mental health problems including chronic and infectious diseases, chronic pain, poor oral health, anxiety, and depression. This increased risk results in high healthcare costs for food insecure households.

Ensuring people have enough money for food improves health, reduces demands on health care services, decreases health care costs, creates more equitable communities, reduces social isolation and stigma, supports economic development, and improves community connectedness. There is strong evidence showing food insecurity can be addressed through policy changes that improve the incomes of low-income households.

Municipalities can take action on food insecurity

.../2

Your lifetime partner in healthy living.  
 Votre partenaire à vie pour vivre en santé.  
[myhealthunit.ca](http://myhealthunit.ca)

Call Toll Free: 1-800-563-2808

📍	345 Oak Street West, North Bay, ON P1B 2T2	📍	70 Joseph Street, Unit 302 Parry Sound, ON P2A 2G5
☎	705-474-1400	☎	705-746-5801
📠	705-474-8252	📠	705-746-2711

Municipalities are dealing with the realities of funding and delivering public and social services that are strained by the increasing number of residents struggling to make ends meet. Low-income households are becoming increasingly vulnerable to poverty and food insecurity due to the increased costs of living, income insecurity and record high inflation rates, particularly impacting food prices.

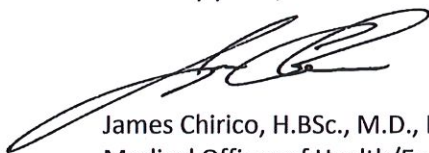
Local governments can take action to support public policy that puts more money in the hands of community members living with low incomes.

In addition to advocating for improved provincial and federal income-based policy action through requests such as this one from the Health Unit, municipalities can take action to increase income by:

- **Supporting [free income-tax filing programs](#) for low-income households.** Many people with low incomes are missing out on cash transfer payments they are eligible for because they have not filed their taxes. Tax refunds can be the single largest cash infusion low-income households receive each year.
- **Becoming a [Certified Living Wage Employer](#) and encourage local businesses and organizations to become Certified Living Wage Employers.** This improves the availability of local employment opportunities that offer better incomes that reflect the cost of living.
- **Increasing investments in local public programs and services that make life more affordable for community members.** This includes increasing affordable housing, transit and recreation programs, and subsidized childcare that support low-income households.
- **Providing leadership and support to community coalitions.** Municipalities can provide leadership and support for local coalitions that work to address food insecurity, and collaborate with community partners from various sectors, including public health, to determine local priorities to address food insecurity and poverty.

We would be pleased to meet with you to discuss food insecurity and the ask to join us in calling on the Province of Ontario for income-based policy action. We have attached a few resources to support your local action; however please don't hesitate to contact us should you require any clarification.

Sincerely yours,



James Chirico, H.BSc., M.D., F.R.C.P. (C), MPH  
Medical Officer of Health/Executive Officer

/sb

Enclosures (3)

Copied to:  
Health Unit Member Municipalities  
The Association of Municipalities of Ontario  
The Federation of Canadian Municipalities

#### References

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March 3, 2023

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Room 281  
Queens Park  
Toronto, ON M7A 1A1

The Honourable Sylvia Jones  
Minister of Health / Deputy Premier  
777 Bay Street, College Park, 5<sup>th</sup> Floor  
Toronto, ON M7A 2J3

The Honourable Merrilee Fullerton  
438 University Avenue, 7<sup>th</sup> Floor  
Toronto, ON M5G 2K8

Dear Premier Ford, Minister Jones, and Minister Fullerton:

**RE: Food Insecurity in Ontario**

On behalf of the Board of Health (Board) and staff of the North Bay Parry Sound District Health Unit (Health Unit), we are expressing our concerns about the high rates of food insecurity in Ontario. Most recent estimates show that one in six households experience food insecurity, and one in five children live in a food insecure household. This is not acceptable. The magnitude of the problem, paired with the severe health consequences associated with experiencing food insecurity, make this an important and pressing public health issue that requires attention from all levels of government.

Food insecurity means a household has inadequate or insecure access to food due to financial constraints. Not being able to afford food has profound adverse effects on people's [physical and mental health](#), and their ability to lead productive lives. The health consequences of food insecurity are also a large burden on our healthcare system.

As per the Ontario Public Health Standards, health units are required to monitor food affordability. We recently released our local [2022 Cost of Eating Well report](#), which draws attention to the inadequacy of current social assistance rates. It highlights that households with social assistance as their main income do not have enough money for the costs of living, including food. An excerpt from the [report](#) is included as **Appendix A**. It is important to note the scenarios presented include very modest estimates of both food costs and rent. Local data from the Canadian Mortgage and Housing Corporation is used for rent estimates which may or may not include utilities. Food costs are based on the [Nutritious Food Basket](#) (NFB). Grocery stores are surveyed locally to determine the cost of the NFB, which provides an estimate of the cost of following Canada's Food Guide. Examining food costs and rent rates alongside household income scenarios determines if food is affordable. For those receiving social assistance, it is clear they do not have enough money for the costs of living.

.../2

As record high food inflation rates persist, there is no doubt the financial situation is increasingly dire for these households. While the Ontario Disability Support Program (ODSP) was increased by 5% in 2022 and will be indexed to inflation going forward, the current rates are not based on the costs of living. Further, Ontario Works (OW) has not been increased since 2018 and is not indexed to inflation.

Last week, our Board passed a series of motions demonstrating collective support from Health Unit staff, leadership, and Board members, to call on the province for income-based policy action to reduce food insecurity. The complete list of resolutions and motions are attached as **Appendix B**. To summarize, our Board is urging the Province of Ontario to:

- Legislate targets for the reduction of food insecurity as part of the Ontario Poverty Reduction Strategy.
- Increase social assistance rates to reflect the costs of living, and to index Ontario Works rates to inflation going forward.
- Resume investigating the feasibility of creating a guaranteed living wage (basic income) in the Province of Ontario.

Income is an important social determinant of health (SDOH) that greatly impacts other SDOHs, including food security. Income support programs are recognized globally as important and effective population health interventions, meaning they can impact the health of the whole population. Ensuring low-income households have enough money to meet their basic needs is essential for health.

Food insecurity in Canada is a persistent and highly prevalent problem that has not improved since systematic monitoring began in 2005. Our Health Unit has been vocal in the past about the importance of adequate income to reduce food insecurity. Most recently, we called on the federal government to consider the importance of a [basic income program for all](#) in light of COVID-19 pandemic response benefits, and we called on the province to establish a [Social Assistance Research Commission](#) to advise on strengthening social assistance in Ontario. We will continue to monitor food affordability and follow the evidence on this issue, as health units are required to 'assess and report on the health of local populations describing the existence and impact of health inequities and identifying effective strategies that decrease health inequities.'

The Province of Ontario holds the power to reduce food insecurity and extreme poverty among households receiving social assistance. From a public health perspective, our Board urges you to take action. Please consider the motions our Board passed on this important issue and thank you for reviewing this information.

Sincerely yours,

*Original Signed by Rick Champagne*

Rick Champagne  
Chairperson, Board of Health

*Original Signed by Dr. Chirico*

James Chirico, H.BSc., M.D., F.R.C.P. (C), MPH  
Medical Officer of Health/Executive Officer

/sb

Enclosures (2) – Appendix A and B

Copy to:

Vic Fedeli, MPP, Nipissing  
Graydon Smith, MPP, Parry Sound-Muskoka  
John Vanthof, MPP, Timiskaming-Cochrane  
Hon. Anthony Rota, MP, Nipissing-Timiskaming  
Hon. Scott Aitchison, MP, Parry Sound-Muskoka  
Hon. Marc Serre, MP, Nickel Belt  
Ontario Boards of Health  
Association of Local Public Health Agencies (alPHA)  
Association of Municipalities of Ontario (AMO)  
Federation of Canadian Municipalities (FCM)  
Health Unit Member Municipalities

References:

Tarasuk V, Li T, Fafard St-Germain AA. *Household food insecurity in Canada, 2021*. Toronto: Research to identify policy options to reduce food insecurity (PROOF). 2022. Retrieved from: <https://proof.utoronto.ca/>  
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World Health Organization. *Closing the Gap in a Generation: Health Equity through Action on the Social Determinants of Health*. Geneva: WHO. 2008. Retrieved from: <https://www.who.int/publications/i/item/WHO-IER-CSDH-08.1>

*Original Signed by Dr. Zimbalatti*

Carol Zimbalatti, M.D., CCFP, MPH  
Associate Medical Officer of Health



**Single man receiving Ontario Works**

This person does not have enough money to cover rent and food in a month, or their other costs of living. Current social assistance rates in Ontario are not based on the real costs of living. There are few income supports in place for working aged adults without children, leaving them in extreme poverty should they be unemployed.

=====	
Monthly income:	\$876
Rent (bachelor apartment):	\$650
Food:	\$404
=====	
	<b>-\$178</b>

*\*Income is based on OW basic allowance and maximum shelter allowance, GST/HST credit, Ontario Trillium Benefit, and the Ontario Climate Action Incentive Payment.*



**Single woman with 2 kids receiving Ontario Works**

It is highly unlikely that the \$688 remaining after paying for rent and food will be enough to cover this family's monthly expenses. Parents in Canada are eligible for the Canada/Ontario Child Benefit (CCB), which provides a seemingly significant amount of money monthly for low-income households. Yet, 1 in 5 children in Ontario live in a food insecure household, suggesting the CCB does not provide enough money to protect against food insecurity.

=====	
Monthly income:	\$2548
Rent (2 bedroom apartment):	\$1032
Food:	\$828
=====	
	<b>\$688</b>

*\*Income is based on Ontario Works basic allowance for one recipient and two dependents and maximum shelter allowance for a family size of three, Canada and Ontario Child Benefit, GST/HST credit, Ontario Trillium Benefit, and the Climate Action Incentive Payment.*

## Appendix B

Board of Health Motion: #BOH/2023/02/04 – February 22, 2023

Moved by: Marianne Stickland

Seconded by: Jamie McGarvey

*Whereas, the Ontario Public Health Standards require public health units to monitor food affordability, as well as assess and report on the health of local populations, describing the existence and impact of health inequities;*

*Whereas, it is well documented that food insecurity has a detrimental impact on physical and mental health;*

*Whereas, adequate income is an important social determinant of health that greatly impacts food security;*

*Whereas, 67% of households in Ontario with social assistance as their main source of income experience food insecurity;*

*Whereas, the 2022 Nutritious Food Basket Survey results show that households reliant on social assistance do not have enough money for the costs of living, including food;*

*Therefore Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit continue to support the efforts of staff and community stakeholders to raise awareness about, and work to reduce, health inequities, including food insecurity; and*

*Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to legislate targets for the reduction of food insecurity as part of the Ontario Poverty Reduction Strategy; and*

*Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to increase social assistance rates to reflect the costs of living, and to index Ontario Works rates to inflation going forward; and*

*Furthermore Be It Resolved, That the Board of Health urge the province to resume investigating the feasibility of creating a guaranteed living wage (basic income) in the Province of Ontario; and*

*Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Merrilee Fullerton (Minister of Children, Community and Social Services), the Honourable Sylvia Jones (Minister of Health) and the Association of Local Public Health Agencies (ALPHA), MP Anthony Rota, MP Scott Aitchison, MP Marc Serre, the Association of Municipalities of Ontario (AMO), and the Federation of Canadian Municipalities (FCM).*



# The 2022 Cost of Eating Well

Monitoring Food Affordability in  
the North Bay Parry Sound District

01/01/2022

12/31/2022

North Bay Parry Sound District  
**Health Unit**



**Bureau de santé**  
du district de North Bay-Parry Sound

# This report is about

# food insecurity.

Food insecurity means a household does not have enough money to buy food.

It can range from worrying about running out of food, to limiting food choices, to reducing food intake and skipping meals due to not having enough money.

Food insecurity is a serious public health problem because it leads to poor health.

# Food Insecurity and Health

The physical and mental health impacts of food insecurity are significant.<sup>1</sup> Living in a food insecure household is associated with a greater risk of developing a wide range of health issues such as diabetes, heart disease, chronic pain, poor oral health, depression, and anxiety.<sup>2-6</sup> Children experiencing food insecurity are also at greater risk for health problems, particularly mental health problems that can last into adulthood.<sup>7-9</sup>

=====

## Adults living in food insecure households are more likely to:

- Have difficulty managing chronic conditions<sup>3</sup>
- Not take prescription medications as prescribed due to cost<sup>10</sup>
- Have higher health care usage<sup>11,12</sup>
- Die prematurely<sup>6</sup>

=====

# 1 in 6 households in Ontario experience food insecurity.<sup>1</sup>

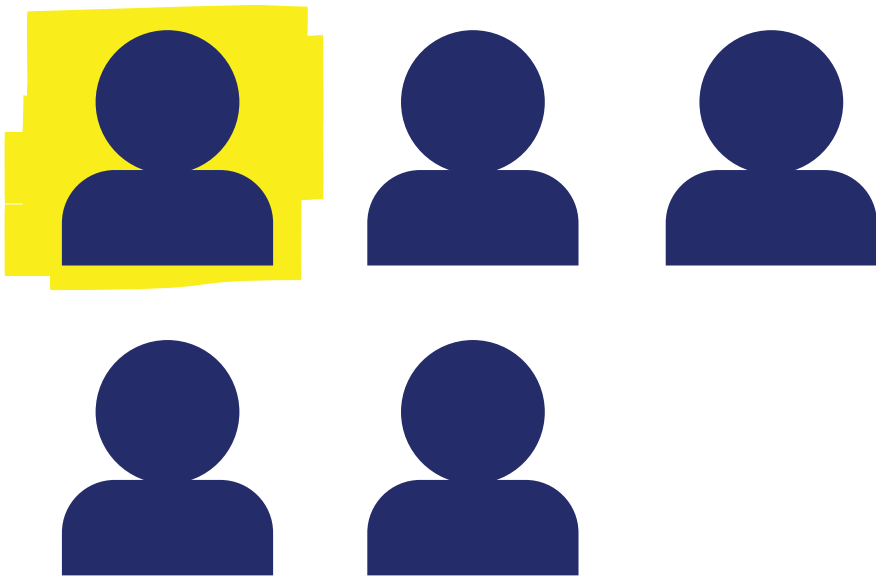


-----

That's over 2.3 million people.

**1 in 5 children**

**in Ontario live in  
a food insecure  
household.<sup>1</sup>**



-----  
Food insecure households need more money to be able to pay for the costs of living, including food.

# Monitoring Food Affordability

The Nutritious Food Basket (NFB) is a survey used in Canada to monitor food costs. It includes a list of food items based on Canada's Food Guide and Canadian purchasing habits.<sup>13</sup> Public health units across Ontario use the NFB to estimate food costs locally. The results are used to monitor how affordable it is to eat according to Canada's Food Guide.

## The Nutritious Food Basket includes<sup>14</sup>

### Vegetables and fruit

Green beans, frozen  
Broccoli, frozen  
Peas, frozen  
Green pepper, fresh  
Romaine lettuce, fresh  
Spinach, frozen  
Winter squash, fresh  
Carrots, fresh  
Sweet potatoes, fresh  
Potatoes, fresh  
Corn, frozen  
Mixed vegetables, frozen  
Cabbage, fresh  
Iceberg lettuce, fresh  
Cucumber, fresh  
Celery, fresh  
Mushrooms, fresh  
Onions, fresh  
Tomatoes, canned  
Tomatoes, fresh  
Apples, fresh

Bananas, fresh  
Grapes, fresh  
Oranges, fresh  
Pears, canned  
Strawberries, frozen  
Peaches, canned  
Cantaloupe melon, fresh

Unsaturated fats  
Vegetable oil  
Mayonnaise  
Margarine

Protein foods  
Fortified soy beverage  
Tofu  
Hummus  
Chickpeas, canned  
Kidney beans, canned  
White beans, canned  
Black beans, canned  
Lentils, dry  
Sunflower seeds  
Peanuts, unsalted

Peanut butter, natural  
Tuna, canned  
Pink salmon, canned  
White fish, frozen  
Eggs, fresh  
Chicken legs  
Ground turkey  
Pork chops  
Beef, inside round roast  
Mozzarella cheese, 16.5% M.F.  
Milk, 2% M.F.  
Plain yogurt, 1-2% M.F.  
Whole grain foods  
Brown rice  
Quick rolled oats  
Whole grain wheat flour  
Whole wheat pasta  
Whole wheat pita, roti  
or chapatti  
Whole wheat dinner roll  
O-shaped oat cereal, plain  
Shredded wheat, plain

The North Bay Parry Sound District Health Unit records the prices of food items on the NFB list from **twelve** grocery stores across the district.

=====

**The NFB does not include:**

- Highly processed, ready-to-eat foods
- Convenience snack foods
- Foods for religious, cultural, celebratory or special dietary requirements or preferences\*
- Infant food or formula
- Takeout or restaurant food
- Personal care items (e.g. diapers, toilet paper, toothpaste, etc.) or cleaning supplies often purchased at grocery stores

=====

Most NFB food items are whole, unprocessed foods that must be prepared. The NFB is a *very modest estimate* of food costs. It is not meant to be used as a budgeting tool. The NFB assumes people have the benefit of the knowledge, skills, time, and equipment needed to access, prepare, and store the foods on the list. In reality, this is not the case for many Canadians.

*\*Canada's food guide and the NFB are not inclusive for all religious and cultural groups, and they do not acknowledge traditional Indigenous foods and food procurement practices. The North Bay Parry Sound District Health Unit recognizes this as a significant limitation of this data collection.*

It is **not possible**  
to follow  
Canada's Food  
Guide without  
enough money  
to buy food.

Canada's Food Guide provides dietary guidance based on current global evidence about the connection between food and health.<sup>15</sup> It is unacceptable that so many households are not able to follow Canada's Food Guide because they don't have enough money.



# The Cost of Eating Well

How much does it cost to eat according to Canada's Food Guide, based on the Nutritious Food Basket?

## 2022 Household Monthly Food Costs\*



**Family of Four**

Man 31-50  
 Woman 31-50  
 Boy 14-18  
 Girl 4-8

=====  
**\$1,125**



**Single Woman with 2 Kids**

Woman 31-50  
 Boy 14-18  
 Girl 4-8

=====  
**\$828**



**Couple**

Man 31-50  
 Woman 31-50

=====  
**\$673**



**Single Man**

Man 31-50

=====  
**\$404**



**Older Single Woman**

Woman 70+

=====  
**\$292**

\*NFB data is collected in May/June. The NFB was recently updated to reflect the 2019 Canada's Food Guide. Due to this change, NFB data from 2022 cannot be compared to past years. The 2022 NFB survey is considered a pilot year, as the revised NFB survey tool may change based on 2022 feedback to improve future data collection.

# Is food affordable?

# It depends on household income.

Food costs are increasing. Over several months at the end of 2022, Statistics Canada reported food cost increases of over 10 percent, inflation rates not seen since the early 1980's.<sup>16</sup> Everyone feels the pinch of rising food costs, but low-income households do not have enough money to afford the difference.

# Social Assistance and the Cost of Eating Well

67% of households in Ontario with social assistance as their main income are food insecure.<sup>1</sup>

Households relying on social assistance (Ontario Works and the Ontario Disability Support Program) as their main source of income in Ontario are at extremely high risk of being food insecure.

The following household scenarios show the 2022 NFB food costs and local rent rates in the context of social assistance income.

The funds remaining must cover **all** other basic needs such as:

=====

Transportation

Utilities

Phone

Internet

Personal Care Products

Clothing

=====



## Single man receiving Ontario Works

This person does not have enough money to cover rent and food in a month, or their other costs of living. Current social assistance rates in Ontario are not based on the real costs of living. There are few income supports in place for working aged adults without children, leaving them in extreme poverty should they be unemployed.

*\*Income is based on OW basic allowance and maximum shelter allowance, GST/HST credit, Ontario Trillium Benefit, and the Ontario Climate Action Incentive Payment.*

Monthly income:*	\$876
Rent (bachelor apartment):	\$650
Food:	\$404

**-\$178**



## Single woman with 2 kids receiving Ontario Works

It is highly unlikely that the \$688 remaining after paying for rent and food will be enough to cover this family's monthly expenses. Parents in Canada are eligible for the Canada/Ontario Child Benefit (CCB), which provides a seemingly significant amount of money monthly for low-income households. Yet, 1 in 5 children in Ontario live in a food insecure household, suggesting the CCB does not provide enough money to protect against food insecurity.

*\*Income is based on Ontario Works basic allowance for one recipient and two dependents and maximum shelter allowance for a family size of three, Canada and Ontario Child Benefit, GST/HST credit, Ontario Trillium Benefit, and the Climate Action Incentive Payment.*

Monthly income:*	\$2548
Rent (2 bedroom apartment):	\$1032
Food:	\$828

**\$688**



## Couple receiving Ontario Disability Support Program (ODSP)

People receiving ODSP get more money per month than those receiving Ontario Works, as they are not expected to become employed and may have additional costs associated with having a disability. However, ODSP income is not enough to protect against poverty and food insecurity.

*\*Income is based on recipient and spouse both disabled; includes GST/HST credit, Ontario Trillium Benefit, and, Climate Action Incentive Payment.*

=====	
Monthly income:*	\$2343
Rent (1 bedroom apartment):	\$862
Food:	\$673
=====	

**\$808**

These scenarios focus on households with social assistance as their main source of income. However, **48% of households experiencing food insecurity in Ontario have income from employment** as their main source of income.<sup>1</sup> This shows that current minimum wage rates, and/or lack of stable work hours, put lower income earners at risk for food insecurity.

### Notes about the income scenarios:

- Rent rates are based on information collected quarterly from the Canadian Mortgage and Housing Corporation.<sup>17</sup> It may or may not include utilities such as gas, hydro and water. The rent estimates are very modest based on what is known about the current rental market in Ontario.
- Income is calculated based on all income transfer payments the household is eligible for. It assumes income taxes have been filed. Quarterly benefits are divided and included as part of the monthly income.
- Income data is from May/June 2022 to be consistent with when the NFB data was collected.
- To view more details about the income scenarios, visit [myhealthunit.ca/foodinsecurity](http://myhealthunit.ca/foodinsecurity)

# Food insecurity only tells part of the story.

Evidence continues to show that food-based programs do not reduce food insecurity because it is an income problem much bigger than just food.

**Households who struggle to pay for food also struggle to pay for the other costs of living.**

The compromises food insecure households make because they do not have enough money include, but go far beyond, food-related decisions.

These households spend less on food and the other costs of living such as housing and transportation than food secure households.<sup>18,19</sup>

# Social assistance rates are **too low.**

The 2022 income scenarios from the North Bay Parry Sound District clearly demonstrate that social assistance rates in Ontario do not reflect the costs of living. This contributes to existing evidence that shows social assistance recipients are at great risk of living in extreme poverty and food insecurity, and developing associated health issues.

There is ongoing data collection and reporting about food insecurity in Canada.<sup>1</sup> It repeatedly shows the problem is not improving, and calls for more effective government policies that increase the incomes of low income households to reduce food insecurity on a population level.<sup>1,20</sup> The findings of the 2022 North Bay Parry Sound District income scenarios support this call to action.

**Income-based policy solutions to address food insecurity require government action, and a commitment to poverty reduction.**

# Additional resources

## *Food insecurity: A Problem of Inadequate Income, Not Solved by Food.*

Factsheet. Discusses why food programs do not reduce food insecurity, and the importance of looking at the bigger picture related to household income.

## *Provincial policy levers to reduce household food insecurity.*

Factsheet. Shares provincial level income-based policy measures proven to be effective at reducing food insecurity on a population level.

## *Household food insecurity in Canada, 2021.*

Report. Provides the most current Canadian data on food insecurity.

## *Social Determinants of Health: The Canadian Facts, 2nd Edition*

Report. Discusses income and food insecurity as important social determinants of health.

## *Food Insecurity: North Bay Parry Sound District Health Unit webpage*

Webpage. Provides local information about food insecurity from the North Bay Parry Sound District Health Unit.





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19. Fafard St-Germain AA, Tarasuk V. Prioritization of the essentials in the spending patterns of Canadian households experiencing food insecurity. *Public Health Nutrition*. 2018;21(11):2065-78. doi: 10.1017/S1368980018000472
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 345 Oak Street West,  
North Bay, ON P1B 2T2

 1-800-563-2808  
705-474-1400

 705-474-8252

 70 Joseph Street, Unit 302,  
Parry Sound, ON P2A 2G5

 1-800-563-2808  
705-746-5801

 705-746-2711

North Bay Parry Sound District  
**Health Unit**

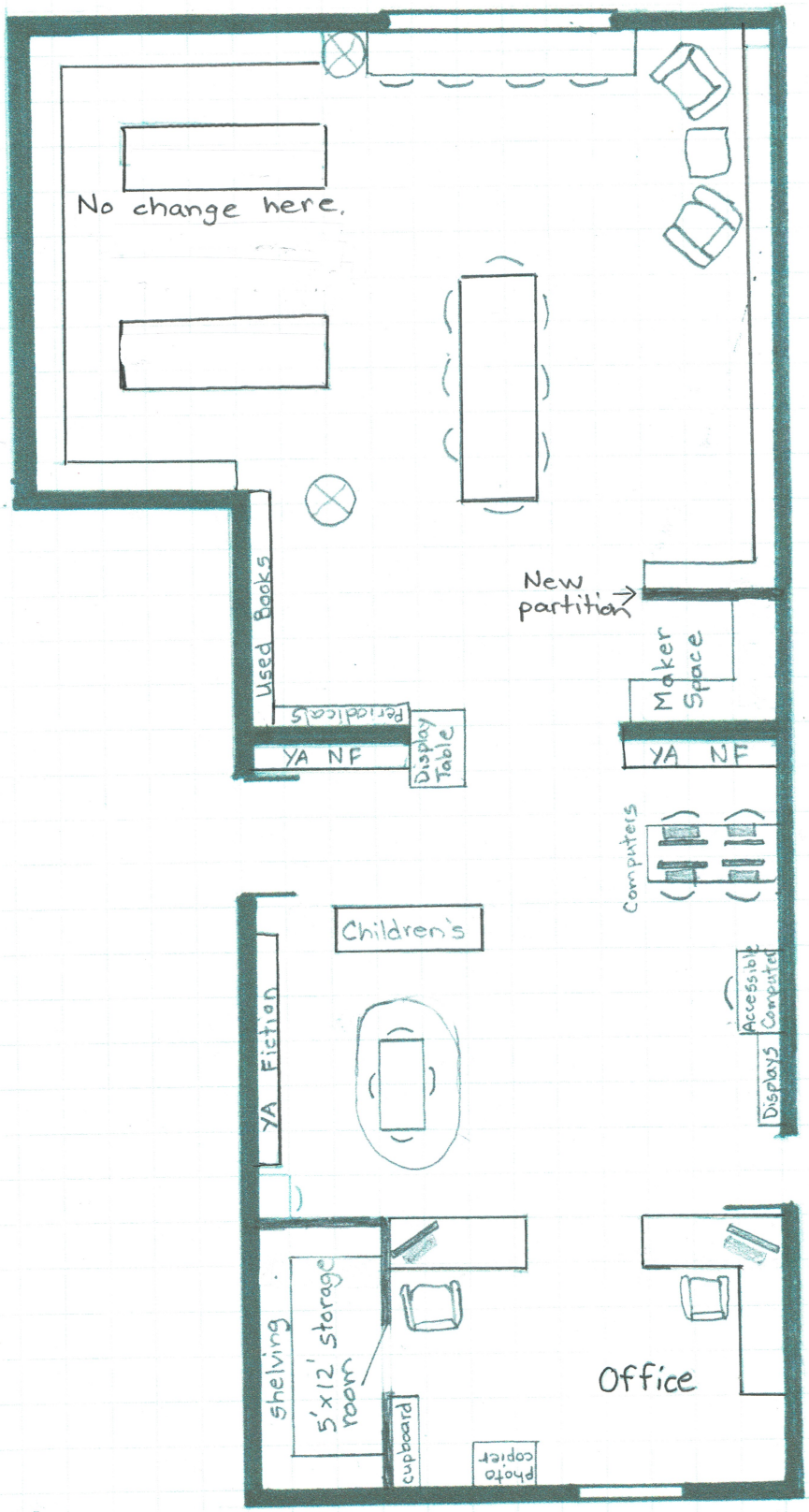


**Bureau de santé**  
du district de North Bay-Parry Sound

Stated Problems

1. Lack of storage space for bulky items (e.g. archived financial records, folding tables) - Terri
2. Need for more patron work tables - survey
3. Space for new technology items. - survey
4. General untidiness of used book area and office area. - me
5. YA fiction and NF are in separate rooms. - me

Library



Possible Solutions

1. Partition off part of office for storage room.
2. Table across window.
3. Partition off maker space.
- 4,5: Swap YA NF with used books; storage room as in #1.



# Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

## COMMITTEE MEMBER APPLICATION FORM

I am interested in participating as a Volunteer on the Social Recreation Committee:

Name: TERRY LACEY

Address: [Redacted] McKellar

Phone Number: [Redacted] Email: [Redacted]

Explain why you would like to serve on each board or committee, including any skills experience which would be of value to the committee or board:

Do you have any Volunteer Experience? If so, in what capacity?  Yes  No

Coached Huntsville School Volleyball teams  
President of Huntsville Bowling Association + League

We want to ensure persons with disabilities are able to participate on Municipal Committees. If you have a disability, what accommodations, if any, would you need to carry out this position?

None

As Volunteer activities may include working with children, vulnerable persons, and/or handling cash, etc, a criminal records check will be required. There is no cost to the applicant for volunteer positions.

Would you object to a criminal records check?  Yes  No

If yes, please explain why? \_\_\_\_\_

Please attach any additional information which may be of assistance in the selection process.

Applicants Signature: Terry Lacey Date: Mar 2 2023

Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act (M.F.I.P.A.) s.29(2) and will be used to appoint citizen members to town boards, or committees. Information on this form will be disclosed to the public for candidate selection purposes. Questions about this selection should be directed to the Township Clerk at the address indicated at the top of the application.

### Volunteer Agreement/Release & Waiver Form (If you are under 18 years of age, a parent/guardian signature is required)

By signing below, in participating in volunteer activities with the Corporation of the Township of McKellar (the "Township") in consideration for the Township allowing me to participate, fully understand and agree to the following:

COMMITTEE MEMBER APPLICATION FORM

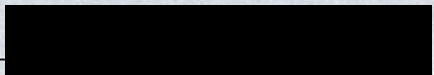
1. No pay, payment, salary, wage or employee benefits (such as accident/disability/medical/dental or other insurance coverage) whatsoever will be paid to me and I will not be covered by Workplace Safety Insurance Board coverage.
2. I acknowledge that performing volunteer activities may involve certain elements of risk or the chance of an accident and I hereby release the Township and its elected officials, officers, employees and agents and their respective successors, assigns, heirs and executors from all claims for loss, damage, or injury.
3. I understand that I will be covered under the Township's blanket liability policy.
4. I will abide by all applicable Township by-laws, policies and rules, as may be amended from time to time.
5. I will not use facilities, equipment and property owned by the Township without approval of a Township staff person, and will not use them for personal purposes.
6. I will immediately notify the appropriate Township supervisor of any incident that involves property damage or personal injury during my volunteer duties.

By signing this form:

- I acknowledge that I have read and understood the preceding conditions, release and waiver; and
- I agree to the preceding conditions release and waiver

If the volunteer is under the age of 18, by signing this form as parent or guardian:

- I acknowledge that I gave read and understood the preceding conditions, release and waiver; and
- I agree to the preceding conditions release and waiver as they apply to my child
- I have given permission for my child to participate as a volunteer

Name of Volunteer: <u>Terry Lacey</u>		Date: <u>Mar 2 2023</u>
Signature: <u>Terry Lacey</u>	Witness: <u>M Baum</u>	
Emergency Contact for Volunteer:		
Name: <u>Karen Lacey</u>	Contact Number:	

Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act c.M56s.29(2) and will be used to appoint citizen members to town boards, or committees. Information on this form will be disclosed to the public for candidate selection purposes. Questions about this selection should be directed to the Township Clerk at the address indicated at the top of the application.

Update June 30, 2020

**COMMITTEE MEMBER APPLICATION FORM**



## Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244


### Request for Proposal Opening RFP No. 2023-002 Forensic Audit

Closing Date: March 3, 2023 at 2:00 p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
KPMG	March 3, 2023 9:53 am	\$45,000.00	\$5,850.00	\$50,850.00
Grant Thornton	March 2, 2023 1:58 pm	\$86,074.52	\$11,189.69	\$97,264.21
RSM Canada Consulting Inc.	March 1, 2023 12:03 pm	\$47,000.00	\$6,110.00	\$53,110.00

Request for proposals opened at the Municipal Office at 2:13 p.m. by:

  
Roshan Kantiya  
Treasurer

  
Karlee Britton  
Deputy Clerk

**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2023-26**

---

**Being a By-law to Stop Up and Close Part of the  
Original Road Allowance between Con 12 PT Lot 21  
and Con 13 PT Lot 21, Township of McKellar, District  
of Parry Sound**

---

**WHEREAS**, the Council of the Corporation of the Township of McKellar may pass a By-law to stop up, close and sell any highway or part thereof pursuant to the Municipal Act, section 34(1):

**AND WHEREAS** pursuant to the Township of McKellar By-law No. 2011-24, as amended, the Corporation of the Township McKellar caused to be advertised the proposal to close the said road allowance:

**AND WHEREAS** the said road allowance is not used as a publically travelled road:

**AND WHEREAS** no objections have been received to the road closing:

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCKELLAR DOES HEREBY ENACT AS FOLLOWS:**

1. **Stop Up and Close** – This Council does hereby stop up and close to vehicular and pedestrian traffic the lands described in Schedule 'A'.
2. **Surplus Property** – The said lands described in Schedule 'A' are declared to be surplus to the requirement of the Municipality (Resolution No. 23-154).
3. **Authorization of Sale** – This Council does hereby authorize the sale of the said lands described in Schedule 'A' at the consideration of an exchange of land with being the travelled portion of Balsam Road over CON 13 PT LOT 21 inclusive of a 66ft wide allowance.
4. **Easements** – This Council does hereby authorize the transfer of such easements over the lands described in Schedule 'A' attached hereto as may be required by utility providers. Notice of proposed road closings were sent to Hydro One Networks Inc., Bell Canada and Public Services and Procurement Canada. Bell Canada responded that they do not have any easement requirements.
5. **Sale of Real Property By-Law** – Compliance with the Notice provisions of By-law 2011-24, will be deemed to be compliant with Section 5. Notice of the Municipality's By-law 2011-24 governing the sale of real property owned by the Municipality.
6. **Execution of Documents**
  - a. **If Paper Registration**  
The Mayor and Clerk/Administrator are hereby authorized to execute all documents for paper registration (including public utility easements, if any) in connection with the closing and subsequent transfer of title to the lands described in Schedule 'A'.
  - b. **If Electronic Registration**  
The Clerk/Administrator is hereby authorized for or on behalf of the Municipality to execute, for the Municipal Solicitor an "Acknowledgment and Direction" authorizing the Municipal Solicitor to complete the Electronic Registration for any required easements, and the subsequent transfer of title relating to the lands described in Schedule 'A'.



7. **Clerk/Administrator's Affidavit** – there shall be attached to this By-law, as Schedule 'B', an affidavit by the Clerk/Administrator of this Corporation setting out:

- a. The procedures taken for the giving of notice pursuant to By-law 2011-24; and
- b. The procedures taken for notice to Public Utilities and applicable Government Departments or Ministries.

**READ a FIRST and SECOND** time this 21<sup>st</sup> day of March, 2023.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Deputy Clerk

**READ a THIRD** time and **PASSED** in **OPEN COUNCIL** this 21<sup>st</sup> day of March, 2023.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Deputy Clerk

**Schedule 'A'**

Part of the Original Road Allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21,  
Township of McKellar, District of Parry Sound

**Map**



**Schedule 'B'**

Clerk/Administrator's Affidavit

I, Ina Watkinson, Clerk/Administrator, of the Corporation of the Township of McKellar, make an oath and say as follows:

**1. This Deponent**

I am the Clerk/Administrator of the Corporation of the Township of McKellar and as such, have the knowledge of the facts hereinafter deposed to.

**2. Publication and Posting**

Pursuant to By-law 2011-24, I did cause Notice of Council's intention to consider By-law 2023-26 to Stop up and Close the parcel of land described in Schedule 'A' to be published as follows:

**Public Posting** – posted on the Municipality's website at least fourteen (14) days prior to consideration of the matter by Council.

**3. Copy of Notice**

Attached to this my affidavit as Exhibit 'A' is a copy of the actual Notice as it was posted.

**4. Additional Notification**

Notice of proposed road closing was sent to Hydro One Networks Inc., Bell Canada, and Public Services and Procurement Canada. Bell Canada have advised that they do not have any interest in the subject lands.

**5. Procedure**

To the best of my knowledge, the closing and selling procedures taken by this Municipality have been in accordance with the Municipality's By-law 2011-24 governing the sale of real property owned by the Municipality.

**6. Public**

The proposed By-law came before Council at its regular meeting on the 21<sup>st</sup> day of March, 2023 and at that time, no person made any claim that the effect of the By-law would be to deprive them of the right of motor vehicle access to or from their land, and that all persons who applied to be heard, be heard.

SWORN before me at the )  
Township of McKellar in the )  
District of Parry Sound this )  
The \_\_\_\_ day of \_\_\_\_\_, 2023. )

\_\_\_\_\_  
Ina Watkinson, Clerk/Administrator

\_\_\_\_\_  
A Commissioner for taking Affidavits, etc.

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

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

## Posting

*This is Exhibit 'A' mentioned and referred to in the affidavit of Ina Watkinson*

*SWORN before me this \_\_\_\_ day of \_\_\_\_\_, 2023.*

### Posting Notice on the Township's Website



#### THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

#### PUBLIC NOTICE

**Re:** Closing of Road Allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21, District of Parry Sound.

**TAKE NOTICE** that the Council of the Corporation of the Township of McKellar proposes to enact a by-law to stop up and close and part of the following road allowances:

Part Road Allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21, District of Parry Sound.

**AND TAKE FURTHER NOTICE THAT** the proposed by-law will come before Council of the Township of McKellar at its regular meeting at the Township Council Chambers at 701 Highway 124, McKellar, Ontario on Tuesday, the 21<sup>st</sup> day of March, 2023 at the hour of 6:30 p.m., and at that time Council will hear anyone in person, or by his/her counsel, solicitor or agent, who claims that his/her land will be prejudicially affected by the by-law, and who applies to be heard.

Plan 42R-7282 is available for inspection at the Municipal Office or are available for inspection by emailing the Deputy Clerk at [deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca) or Phone: 705-389-2842 x5.

**DATED** at the Municipality of McKellar, this the 2<sup>nd</sup> day of March, 2023.

Ina Watkinson, Clerk/Administrator  
Township of McKellar  
701 Hwy 124  
McKellar, ON P0G 1C0

## Notice in Local Newspaper (Parry Sound North Star Published March 2, 2023)

3/6/23, 9:23 AM

Parry Sound Beacon and North Star | Public Notice | THE CORPORATION OF THE TOWNSHIP OF MCKELLAR PUBLIC NOTICE...

 ParrySound.com

### THE CORPORATION OF THE TOWNSHIP OF MCKELLAR PUBLIC NOTICE - Re: Closing of Road Allowances

Posted 1 week ago

TAKE NOTICE that the Council of the Corporation of the Township of McKellar proposes to enact by-laws to stop up, close and sell/transfer part of the following road allowances:

Part Road Allowance between Plan 275, Block A and CON 6 LOT 29, District of Parry Sound.

Part Road Allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21, District of Parry Sound.

AND TAKE FURTHER NOTICE THAT the proposed by-laws will come before Council of the Township of McKellar at its regular meeting at the Township Council Chambers at 701 Highway 124, McKellar, Ontario on Tuesday, the 21st day of March, 2023 at the hour of 6:30 p.m., and at that time Council will hear anyone in person, or by his/her counsel, solicitor or agent, who claims that his/her land will be prejudicially affected by the by-law, and who applies to be heard.

Plans are available for inspection at the Municipal Office or are available for inspection by emailing the Deputy Clerk at [deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca) or Phone: 705-389-2842 x5.

DATED at the Municipality of McKellar, this the 2nd day of March, 2023.

Ina Watkinson  
Clerk/Administrator  
Township of McKellar  
701 Hwy 124  
McKellar, ON P0G 1C0



**CORPORATION OF THE TOWNSHIP OF MCKELLAR****BY-LAW NO. 2023-27**

---

**Being a By-law to Stop Up, Close and Sell Part of the Original Road Allowance between Plan 275 Block A and Con 6 Lot 29, Township of McKellar, District of Parry Sound**

---

**WHEREAS**, the Municipal Council of the Township of McKellar may pass a By-law to stop up, close and sell any highway or part thereof pursuant to the Municipal Act, section 34(1):

**AND WHEREAS** pursuant to the Township of McKellar By-law No. 2011-24, the Corporation of the Township McKellar caused to be advertised the proposal to close the said road allowance:

**AND WHEREAS** the said road allowance is not used as a publically travelled road:

**AND WHEREAS** no objections have been received to the road closing:

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCKELLAR DOES HEREBY ENACT AS FOLLOWS:**

1. **Stop Up and Close** – This Council does hereby stop up and close to vehicular and pedestrian traffic the lands described in Schedule 'A'.
2. **Surplus Property** – The said lands described in Schedule 'A' are declared to be surplus to the requirement of the Municipality (Resolution No. 23-35).
3. **Authorization of Sale** – This Council does hereby authorize the sale of the said lands described in Schedule 'A' at the consideration of the appraised value provided by a Professional Appraiser of the Appraisal Institute of Canada.
4. **Easements** – This Council does hereby authorize the transfer of such easements over the lands described in Schedule 'A' attached hereto as may be required by utility providers. Notice of proposed road closings were sent to Hydro One Networks Inc., Bell Canada and Public Works Canada. Bell Canada responded that they do not have any easement requirements.
5. **Sale of Real Property By-Law** – Compliance with the Notice provisions of By-law 2011-24, will be deemed to be compliant with Section 5. Notice of the Municipality's By-law 2011-24 governing the sale of real property owned by the Municipality.
6. **Execution of Documents**
  - a. **If Paper Registration**

The Mayor and Clerk/Administrator are hereby authorized to execute all documents for paper registration (including public utility easements, if any) in connection with the closing and subsequent transfer of title to the lands described in Schedule 'A'.
  - b. **If Electronic Registration**

The Clerk/Administrator is hereby authorized for or on behalf of the Municipality to execute, for the Municipal Solicitor an "Acknowledgment and Direction" authorizing the Municipal Solicitor to complete the Electronic Registration for any required easements, and the subsequent transfer of title relating to the lands described in Schedule 'A'.

7. **Clerk/Administrator's Affidavit** – there shall be attached to this By-law, as Schedule 'B', an affidavit by the Clerk/Administrator of this Corporation setting out:
- a. The procedures taken for the giving of notice pursuant to By-law 2011-24; and
  - b. The procedures taken for notice to Public Utilities and applicable Government Departments or Ministries.

**READ** a **FIRST** and **SECOND** time this 21<sup>st</sup> day of March, 2023.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Ina Watkinson, Clerk / Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 21<sup>st</sup> day of March, 2023.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Ina Watkinson, Clerk / Administrator

**Schedule 'A'**

Part of the Original Road Allowance between Plan 275 Block A and Con 6 Lot 29, Township of McKellar, District of Parry Sound

**Map**





**Schedule 'B'**

Clerk/Administrator's Affidavit

I, Ina Watkinson, Clerk/Administrator, of the Corporation of the Township of McKellar, make an oath and say as follows:

**1. This Deponent**

I am the Clerk/Administrator of the Corporation of the Township of McKellar and as such, have the knowledge of the facts hereinafter deposed to.

**2. Publication and Posting**

Pursuant to By-law 2011-24, I did cause Notice of Council's intention to consider By-law 2023-27 to Stop up, Close and Sell the parcel of land described in Schedule 'A' to be published as follows:

**Public Posting** – posted on the Municipality's website at least fourteen (14) days prior to consideration of the matter by Council.

**3. Copy of Notice**

Attached to this my affidavit as Exhibit 'A' is a copy of the actual Notice as it was posted.

**4. Additional Notification**

Notice of proposed road closing was sent to Hydro One Networks Inc., Bell Canada, and Public Services and Procurement Canada. Bell Canada have advised that they do not have any interest in the subject lands.

**5. Procedure**

To the best of my knowledge, the closing and selling procedures taken by this Municipality have been in accordance with the Municipality's By-law 2011-24 governing the sale of real property owned by the Municipality.

**6. Public**

The proposed By-law came before Council at its regular meeting on the 21<sup>st</sup> day of March, 2023 and at that time, no person made any claim that the effect of the By-law would be to deprive them of the right of motor vehicle access to or from their land, and that all persons who applied to be heard, be heard.

SWORN before me at the )  
Township of McKellar in the )  
District of Parry Sound this )  
The \_\_\_\_ day of \_\_\_\_\_, 2023. )

\_\_\_\_\_  
Ina Watkinson, Clerk/Administrator

\_\_\_\_\_  
A Commissioner for taking Affidavits, etc.

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

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

## Posting

*This is Exhibit 'A' mentioned and referred to in the affidavit of Ina Watkinson*

*SWORN before me this \_\_\_\_ day of \_\_\_\_\_, 2023.*

### Posting Notice on the Township's Website



#### THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

#### PUBLIC NOTICE

**Re:** Closing of Part Road Allowance between Plan 275, Block A and CON 6 LOT 29, District of Parry Sound.

**TAKE NOTICE** that the Council of the Corporation of the Township of McKellar proposes to enact a by-law to stop up, close and sell part of the following road allowances:

Part Road Allowance between Plan 275, Block A and CON 6 LOT 29, District of Parry Sound.

**AND TAKE FURTHER NOTICE THAT** the proposed by-law will come before Council of the Township of McKellar at its regular meeting at the Township Council Chambers at 701 Highway 124, McKellar, Ontario on Tuesday, the 21<sup>st</sup> day of March, 2023 at the hour of 6:30 p.m., and at that time Council will hear anyone in person, or by his/her counsel, solicitor or agent, who claims that his/her land will be prejudicially affected by the by-law, and who applies to be heard.

Plan 275 is available for inspection at the Municipal Office or are available for inspection by emailing the Deputy Clerk at [deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca) or Phone: 705-389-2842 x5.

**DATED** at the Municipality of McKellar, this the 2<sup>nd</sup> day of March, 2023.

Ina Watkinson  
Clerk/Administrator  
Township of McKellar  
701 Hwy 124  
McKellar, ON P0G 1C0

## Notice in Local Newspaper (Parry Sound North Star Published March 2, 2023)

3/6/23, 9:22 AM

Parry Sound Beacon and North Star | Public Notice | THE CORPORATION OF THE TOWNSHIP OF MCKELLAR PUBLIC NOTICE...

 ParrySound.com

### THE CORPORATION OF THE TOWNSHIP OF MCKELLAR PUBLIC NOTICE - Re: Closing of Road Allowances

Posted 1 week ago

TAKE NOTICE that the Council of the Corporation of the Township of McKellar proposes to enact by-laws to stop up, close and sell/transfer part of the following road allowances:

Part Road Allowance between Plan 275, Block A and CON 6 LOT 29, District of Parry Sound.

Part Road Allowance between Con 12 PT Lot 21 and Con 13 PT Lot 21, District of Parry Sound.

AND TAKE FURTHER NOTICE THAT the proposed by-laws will come before Council of the Township of McKellar at its regular meeting at the Township Council Chambers at 701 Highway 124, McKellar, Ontario on Tuesday, the 21st day of March, 2023 at the hour of 6:30 p.m., and at that time Council will hear anyone in person, or by his/her counsel, solicitor or agent, who claims that his/her land will be prejudicially affected by the by-law, and who applies to be heard.

Plans are available for inspection at the Municipal Office or are available for inspection by emailing the Deputy Clerk at [deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca) or Phone: 705-389-2842 x5.

DATED at the Municipality of McKellar, this the 2nd day of March, 2023.

Ina Watkinson  
Clerk/Administrator  
Township of McKellar  
701 Hwy 124  
McKellar, ON P0G 1C0



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2023-28**

**Being a By-law to Amend By-law 2022-42 Being a By-law to Establish and Regulate a Fire Department within the Township of McKellar**

**WHEREAS** Section 2 of the *Fire Protection and Prevention Act* requires every municipality to establish a program which must include public education with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

**AND WHEREAS** Section 5 of the *Fire Protection and Prevention Act* authorizes the Council of a municipality to establish, maintain and operate a fire department to provide fire suppression services and other fire protection services in the municipality.

**AND WHEREAS** the Council of the Township of McKellar deems it desirable, to amend, its by-law to establish and regulate a fire department for the Township of McKellar;

**NOW THEREFORE** the Council of the Corporation of the Township of McKellar hereby enacts as follows;

**NOW THEREFORE** the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the definition of Junior Firefighter Student be added to the By-law as follows;
  - 1.27 "**Junior Firefighter (Student)**" Means a student between the age of 15 to 18 who is appointed to the Fire Department to Voluntarily take part in the Junior Firefighter Program.
  
2. **THAT** the definition of Junior Firefighter (Student) Program be added as follows;
  - 1.28 "Junior Firefighter (Student) Program" Means a mentorship program overseen by the Fire Chief to engage youth in fire safety awareness education and Firefighter Training curriculum.
  
3. **THAT** the Junior Firefighter (Student) Program be added to Schedule "B" as follows;
  - B1.29 Junior Firefighter (Student) Program:  
A program developed within the Fire Department under the supervision of the Fire Chief to help expose those interested youths between the ages of 15-18 to the field of Fire Protection and its role within a community. Students will receive Fire Safety and Fire Prevention education and be able to assist the fire department in connecting with younger youth at public relations events. Students will be permitted to attend training

evenings and certain events with Firefighters to learn about Firefighting equipment, it's usage and maintenance. Students who participate in certain training evolutions (auto extrication, fire behaviour and suppression, ice and water rescue etc.) will be required to have a liability release signed by a parent or guardian. Students will **NOT** respond to emergency calls, however the opportunity to attend longer scenes after the initial response and participate in job related tasks will be at the discretion of the scene commander. Students will not participate in the remuneration program. Students will be provided with the appropriate safety equipment for use during training. Students will be provided with appropriate clothing to identify them as a Student Firefighter. Upon turning 18, students who have participated in the Firefighter Training program through McKellar will have the opportunity to join the ranks of the Fire Department as full members. At any time, for any reason, the Fire Chief has the right to remove a student from the Junior Firefighter (Student) Program.

**READ a FIRST and SECOND** time this 21<sup>st</sup> day of March, 2023.

---

David Moore, Mayor

---

Karlee Britton, Deputy Clerk

**READ a THIRD** time and **PASSED** in **OPEN COUNCIL** this 21<sup>st</sup> day of March, 2023.

---

David Moore, Mayor

---

Karlee Britton, Deputy Clerk

AMO Watchfile not displaying correctly? [View the online version](#)  
Add [Communicate@amo.on.ca](mailto:Communicate@amo.on.ca) to your safe list



March 2, 2023

### **In This Issue**

- AMO member resolution campaign on homelessness.
- Submit your entry for the 2023 PJ Marshal Awards.
- NG9-1-1 Transfer Payment Program.
- Paramedic Services committee established.
- MECP Webinar On CLI-ECA's March 7.
- Proposed updates to Normal Farm Practices Protection Board due April 3.
- 2023-2024 Seniors Community Grant applications.
- New Community Transit Technology Guide available.
- OSUM Conference: Registration and accommodations are open.
- OSUM Conference: Exhibitor information.
- Register for the AMO 2023 Annual General Meeting and Conference.
- AMO Conference 2023: Exhibitor and sponsorship information.
- New dates available for AMO's Land Use Planning training.
- Strengthen your leadership: AMO's New Councillor Training.
- Save the date for AMO-LAS 2023 Energy Symposium: November 2 - 3.
- New dates for Navigating Conflict for Elected Officials and Human Rights & Equity.
- Webinar: Double rebates from WSIB for Municipal Health & Safety Programs.
- MEPCO 101 for council members and municipal administrators.
- Blog: Municipal Digital Transformation: Avoid These 4 Traps.
- Cooper Lighting: Canoe meets Facility Lighting Service.
- EVs showcased in upcoming webinars.
- Hunting for energy savings with LAS.
- Careers: Peel, Muskoka, Midland, Clarence-Rockland, Mississauga, Simcoe, Halton.

### **AMO Matters**

AMO encourages municipalities and DSSABs to consider passing a resolution ahead of the provincial budget (anticipated late March), calling on the province to end homelessness. A [resolution template](#) is available.

The PJ Marshall Award recognizes municipal governments demonstrating excellence in the use of innovative approaches in the areas of capital, service delivery showcasing examples where Ontario municipalities have implemented and can point to tangible outcomes from new, more cost-effective ways of providing public services and facilities. For more information click [here](#).

### **Provincial Matters**

Public Safety Answering Points (PSAPs) will be notified shortly on applications for NG-911 transition funding for 2022-2023. The funding program has been implemented to help support the transition CRTC deadline of March 4, 2025. For more information contact [ESTD.NG9-1-1@ontario.ca](mailto:ESTD.NG9-1-1@ontario.ca).

The Ministry of Labour, Immigration, Training and Skills Development has announced the establishment of a Paramedic Services Committee under the *Occupational Health and Safety Act* (OHSA) to develop resources that address the unique health and safety risks faced by the profession.

On March 7, The Ministry will host a public webinar on Consolidated Linear Infrastructure Environmental Compliance Approvals. See their [Eventbrite page](#).

The Normal Farm Practices Protection Board is proposing updates to its Rules of Practice and Procedure. See the [ERO posting](#) for details.

Apply between January 11 - March 6 for Seniors Community Grants to support the delivery of programs and learning opportunities for seniors. Applications will be accepted through the [Transfer Payment Ontario](#) site.

The Ministry of Transportation has published a [Transit Technology Toolkit](#) for small and medium sized municipalities, indigenous communities, and transit systems. The kit helps communities to navigate new transit technologies. For more information, contact: [mto.smart.mobility@ontario.ca](mailto:mto.smart.mobility@ontario.ca).

### **Eye on Events**

*Springtime in Paris* is hosted by the County of Brant, April 26 - 28, inviting municipal leaders from small urban municipalities to this important event. [Register today](#) for the Ontario Small Urban Municipalities Conference and book your [accommodations](#) by March 25 to take advantage of conference rates.

Information on how vendors can participate in the Ontario Small Urban Municipalities Conference (OSUM) is now available. Please [click here](#) for the full package and

application form.

AMO is excited about this year's Conference hosted by the City of London at RBC Place London and DoubleTree by Hilton, August 20 - 23, 2023. Book your [accommodations and register](#) now for this important event.

Don't miss out on the opportunity to exhibit or sponsor at the 2023 AMO Conference - the largest municipal conference in Ontario. Full details on how your organization can participate is located here [here](#).

AMO's Foundations in Planning and Deeper Dive training prepares elected officials in understanding planning concepts and requirements as well making strategic decisions on the complex issues you will face over the coming term. Register [here](#) and [here](#).

AMO training examines the realities, responsibilities, challenges and opportunities of municipally elected officials in today's context. Essential information on legislation, policy, roles, responsibilities and managing relationships are only some of the things attendees will gain insight and tools on. Register today for [New Councillor training](#).

Following on the success of the 2022 AMO-LAS Energy Symposium, this in-person event will once again bring information and insight to all the energy issues on your mind. Information on the location of the Symposium, registration and how to submit a proposal to present is coming soon.

AMO has designed its training to support members in your leadership roles. Our training offers skills to navigate the many relationships you encounter as an elected official. [Navigating Conflict Relationships for Elected Officials](#) is a top-rated course you shouldn't miss. New dates are also available for our [Human Rights and Equity](#) training offering insights, understanding and skills to support your role as an employer in these complex areas.

AMO's Health and Safety Program Management partner, [4S Consulting](#), is hosting a webinar on March 7 at 8:30am ET on the double rebate offering from WSIB for municipal health and safety programs. Learn more on how to create sustainable health and safety programs. [Register today!](#)

## **MEPCO**

To better understand the Municipal Employer Pension Centre of Ontario's (MEPCO) role, and some of the key pension matters on the horizon, we created a simple [fact sheet](#) for municipal staff and elected officials.



**LAS**

There are four potential traps to keep in mind when you're in the midst of a digital transformation or just getting started. Avoiding them will make your transition much smoother.

Did you know Cooper Lighting is an approved supplier under the Canoe Procurement Group? They supply a wide range of lighting systems to brighten your sports fields, arenas, and other facilities. To make your lighting project truly turn-key, contact Christian and to see if Cooper will work for you under our Facility Lighting Service!

LAS is hosting a series of three webinars focused on EV technology available through Canoe. Register today: Day 1 - March 22 (Fleet & Charging), Day 2 - March 29 (Equipment & Recreation), Day 3 - April 5 (Emergency Vehicles & Refuse Collection). This is one series you won't want to miss!

The City of Thunder Bay and Town of Hanover recently participated in energy treasure hunts with LAS, identifying over \$145,000 in energy savings opportunities. Want these results? Contact Christian Tham to find out more and book your custom Energy Workshop this spring.

**Careers**

Project Manager, Traffic Engineering - Region of Peel. Leads a major innovative project to develop a formal business case, in consultation with the Regional local municipalities. Apply online by March 12.

Manager, Capital Projects - District Municipality of Muskoka. Responsible for overseeing the development, implementation, assignment and completion of corporate capital projects. Apply online by March 22.

Chief Administrative Officer - Town of Midland. Facilitates the development of a clear mission and vision in line with Council directions and strategic priorities. Apply online by March 17.

Senior Planner - City of Clarence-Rockland. Responsible for Zoning and Official Plan Amendment as well as Site Plan and Subdivision applications. Apply to hr@clarence-rockland.com March 7.

Manager, Procurement Services - City of Mississauga. Develops, implements and maintains the framework of policies and procedures. Apply online by March 24.

Director, Children Services - County of Simcoe. Responsible for leading the

development, implementation and effective management of the Children Services Department. [Apply online](#) by March 10.

[Human Resources Business Partner - Halton Region](#). Advise senior leaders on human capital initiatives and on building and equipping high performance teams. [Apply online](#) by March 28.

#### About AMO

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#### AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

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

[ONE Investment](#)

[Media Inquiries](#)

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

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March 9, 2023

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- AMO member resolution campaign on homelessness.
- AMO responds to Minister's reporting regulation on planning matters.
- NG9-1-1 Transfer Payment Program.
- Proposed updates to Normal Farm Practices Protection Board due April 3.
- Community Transit Technology Guide available.
- Drainage advocacy to Minister of Transport and CN.
- OSUM Conference: Registration and accommodations are open.
- OSUM Conference: Exhibitor information.
- Save the date for AMO's Ending Homelessness Symposium May 2-3, 2023.
- Register for the AMO 2023 Annual General Meeting and Conference.
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- Save the date for AMO-LAS 2023 Energy Symposium: November 2 - 3.
- New dates for Navigating Conflict for Elected Officials and Human Rights & Equity.
- Building capacity to help municipalities analyze energy.
- Canoe vendor spotlight: Quadient Canada, Toshiba, Konica Minolta.
- Book your Summer Road & Sidewalk Assessment today.
- IESO provides municipal access to de-identified electricity data.
- Ontario Bike Summit returns April 30.
- Careers and RFP: Whitchurch-Stouffville, MMAH, and Espanola.

### **AMO Matters**

AMO encourages municipalities and DSSABs to consider passing a resolution ahead of the provincial budget (anticipated late March), calling on the province to end homelessness. A [resolution template](#) is available.

AMO has made a [submission](#) to MMAH's consultation on municipal reporting on

planning matters. The submission makes 5 recommendations based on consultation with municipalities requested to submit a housing pledge.

### **Provincial Matters**

Public Safety Answering Points (PSAPs) will be notified shortly on applications for NG-911 transition funding for 2022-2023. The funding program has been implemented to help support the transition CRTC deadline of March 4, 2025. For more information contact [ESTD.NG9-1-1@ontario.ca](mailto:ESTD.NG9-1-1@ontario.ca).

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The Ministry of Transportaion has published a [Transit Technology Toolkit](#) for small and medium sized municipalities, indigenous communities, and transit systems. The kit helps communities to navigate new transit technologies. For more information, contact: [mto.smart.mobility@ontario.ca](mailto:mto.smart.mobility@ontario.ca).

### **Federal Matters**

The Drainage Superintendents Association of Ontario and AMO have prepared a [template letter](#) for Councils to send to the Minister of Transport. Councils are also encouraged to support [Warwick's resolution](#).

### **Eye on Events**

*Springtime in Paris* is hosted by the County of Brant, April 26 - 28, inviting municipal leaders from small urban municipalities to this important event. [Register](#) for the Ontario Small Urban Municipalities Conference and book your [accommodations](#) by March 25 to take advantage of conference rates.

Information on how vendors can participate in the Ontario Small Urban Municipalities Conference (OSUM) is now available. Please [click here](#) for the full package and application form.

AMO understands that action is required and is holding an [Ending Homelessness Symposium](#) May 3-4. This important event will offer perspectives on the root causes of homelessness – including income insecurity, insufficient supply of deeply affordable housing, insufficient responses to mental health and addictions challenges and the policy responses required. This one and a half-day event is open to elected officials; municipal staff; social, health, and economic partners; and all interested sector associations.

AMO is excited about this year's Conference hosted by the City of London at RBC

Place London and DoubleTree by Hilton, August 20 - 23, 2023. Book your [accommodations and register](#) now for this important event.

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## **LAS**

LAS is working with Save on Energy to help municipalities analyze their building's energy data and report on their performance. Watch for more information in the coming weeks. To give you a glimpse into what is coming, [register here](#) for their free webinar coming March 30, 2023.

The [Canoe Procurement Group](#) Technology category is growing! We're pleased to welcome Quadiant Canada Ltd., Toshiba, and Konica Minolta Business Solutions (Canada) to the program. Keep your tech modern and streamline your processes through Canoe. [Contact Simon](#) to learn more.

The [LAS Road and Sidewalk Assessment](#) service gives access to high-quality, usable information at an affordable price. Machine learning and AI helps make sure you get

the best bang for the buck out of your maintenance dollars. We're getting ready for a busy summer season, contact [Tanner](#) today to get a no-obligation quote for your scan.

### **Municipal Wire\***

Municipalities can now access de-identified smart meter data through the IESO. [Learn about](#) how to obtain data of residential and small general service <50kW consumers. For questions contact [smartmeterdata@ieso.ca](mailto:smartmeterdata@ieso.ca).

Canada's premier [Cycling Planning and Policy](#) conference will run April 30 to May 2 in [Hamilton](#), Ontario. [Early registration](#) ends March 17.

### **Careers**

[Chief Administrative Officer - Town of Whitchurch-Stouffville](#). Provides leadership and direction to the long-term strategic planning process to ensure the effective and efficient delivery of corporate services. Apply to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net) by March 24.

[Regional Director, Municipal Services - Ministry of Municipal Affairs and Housing](#). Provide leadership and direction on the delivery of high-quality, value-added programs and services to municipalities. [Apply online](#) by March 21.

[Request for Proposal, Integrity Commissioner - Town of Espanola](#). You are invited to submit a proposal for the services of an Integrity Commissioner to administer the approved Code of Conduct and all associated approved by-laws and legislation. Apply to [jburke@espanola.ca](mailto:jburke@espanola.ca) by March 31.

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