



CORPORATION OF THE TOWNSHIP OF PRINCE

AGENDA

March 14, 2023

6:45 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/88489270694>

Meeting ID: 884 8927 0694

Land Acknowledgement

It is important that we acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of the Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council. We should and will honor and respect these Indigenous people as the ancestors and traditional stewards of the land upon which we stand today. May our relationships with the land teach us to live and work in good relationship with one another.

1. Call to Order
2. Approve Agenda
3. Disclosure of Pecuniary Interest
4. Minutes of Previous Meetings
 - a) Minutes of Regular Meetings Feb 14, 2023
 - b) Minutes of Special Meeting Feb 7, 2023
5. Questions and information arising out of the minutes.
6. Petitions and/or delegations
 - a) Walls Road Update Request J Agliani
 - b) Municipal Property Assessment Corporation (MPAC) presentation Judy Sauder
7. Staff Reports
 - a) February 2023 Treasurer Expenditure Report
 - b) February 2023 Treasurer Revenue Report
 - c) Fire Report
8. Planning – None
9. By-Laws
 - a) By-Law 2023-06 Animal Control By-Law



CORPORATION OF THE TOWNSHIP OF PRINCE

AGENDA

March 14, 2023

6:45 PM

10. Notice and Notice of Motions

11. Correspondence

- a) Algoma Country Tourism Update
- b) Notice of Ontario Community Infrastructure Fund (OCIF) Payment
- c) Solicitor General of Ontario Correspondence re Community Safety and Well-Being (CSWB)
- d) Ministry of Environment Correspondence re: Municipal Class Environmental Assessment (EA)
- e) Reporting Speeding – Residents can Use OPP Website INFO

12. Minutes of Boards and Committees

- a) Rec Committee Minutes February 2023, Code of Conduct

13. New Business

- a) Support for School Board Elections Plympton-Wyoming and Town Of Petrolia
- b) Twp of Ashfield-Colbourne Wawanesa Resolution of Support re: Permanent Register of Electors (voters lists)
- c) Town of Grimsby Support for Barriers for Women in Politics
- d) Town of Grimsby Support of Changes to the Municipal Heritage Register
- e) 25 years of Service Recognition Amendment to HR Manual request by Councillor Caputo, Mayor Palumbo
- f) Port of Colbourn Call to Action Review of Cannabis Act
- g) Municipality of Trent Lakes Oath of Office update request
- h) New CEMC Prince Township
- i) Sponsor request for West End T-Ball
- j) Volunteer Appreciation Dinner
- k) Recognize Leslie Cassidy Amadio for Years of Service to Volunteer Fire Department/First Responder
- l) Resolution of Support for Municipality of Chatham-Kent re: reducing Municipal Insurance Costs
- m) Summit PCG Proposal

14. Old Business

- a) Duane Wenmann requests to use hall for karate classes.

15. Closed Session

16. Confirmatory By-Law- 2023

17. Adjournment



CORPORATION OF THE TOWNSHIP OF PRINCE
Council Meeting
Minutes
February 14, 2023
Township Hall, 3042 Second Line West, Prince TWP
6:45 p.m.

Present: Council: E. Palumbo, E. Caputo, M. Mick, J. Weir, M. Christenson
Staff: A. Nowlan, L. Bagg, S. Hemsworth, J. Boissineau
Public: R. Zgraja, S. Miller, M. Miller, K. Pascall, A. Tremblay, C. DiCandia, G. Russell
Media: M. LaHaye

1. Call to Order 6:45 p.m.
2. Approve Agenda

Resolution 2023-31

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby approves the agenda and any addendums of February 14 2023, Regular Meeting as presented. (cd)

3. Disclosure of interest -None
4. Minutes of Previous meeting

Resolution 2023-32

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby approves the Council Meeting minutes of January 10, 2023, Special meeting of January 18, 2023 and Special Meeting February 7 2023 as presented. (cd)

5. Questions and information arising out of the minutes -None
6. Petition and delegations
 - a) Megan Miller -Walls Road Speeding

Resolution 2023-33

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby accepts Megan Miller's letter, petition and information with regards to speeding on Walls Road as important information that must be dealt with as presented. Additionally Council will consider speeding issues on Second Line West. (cd)

7. Staff Reports –
 - a) January 2023 Treasurer Expenditure Report

Resolution 2023-34

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby accepts the Treasurer's January 2023 Expenditure report of \$160,117.81, as presented. (cd)

- b) January 2023 Treasurer Revenue Report

Resolution 2023-35

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby accepts the January 2023 Revenue Report of \$198882.68 as presented. (cd)

- c) Fire Report

Resolution 2023-36

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

Be it resolved that this council hereby accepts the Fire Chief's Report as presented. (cd)

9 By-laws

- a) Interim Tax Levy By-Law 2023-03

Resolution 2023-37

Moved by: Councillor M.Christenson

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby adopts By-Law 2023-03 being a By-Law to set an Interim tax Levy, the interim tax due dates and the interest rates for overdue taxes for 2023. (cd)

b) Borrowing By-Law 2023-04

Resolution 2023-38

Moved by: Councillor M.Christenson

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby adopts By-Law 2023-04 being a By-Law the Temporary Borrowing By-Law for 2023. (cd)

11 a Correspondance

a) SSMRCA Letter

- 1) SSMRCA Fee Policy and Schedule
- 2) SSMRCA Fee Schedule 1 Regulations & Permitting fees
- 3) SSMRCA General Fees

Resolution 2023-39

Moved by: Councillor M.Christenson

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby receives the Sault Ste. Marie Region Conservation Authority Letter, Fee Policy, Fee Schedule and General Fees correspondence as information. (cd)

11 b) Algoma Public Health Municipal Official Plans

Resolution 2023-40

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this council hereby receives Algoma Public Health Municipal Official Plans as information. (cd)

11c) Ontario's Provincial Emergency Management Strategy and Action Plan

Resolution 2023-41

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this council hereby receives Ontario's Provincial Emergency Management Strategy and Action Plan correspondence as information. (cd)

12 Minutes of Boards and Committees

a) Rec Committee Minutes January 2023

Resolution 2023-42

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this council hereby accepts the Rec Committee minutes from January, 2023 as presented. (cd)

13 New Business

1a Insurance Renewal Proposal Carlo DiCandia from Northern Insurance to Present

Resolution 2023-43

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the Insurance Proposal presented by Northern Insurance and agrees to enter into a renewal agreement for 2023-2024. (cd)

a) 2022 Delegate Registration form for Federation of Northern Ontario Municipalities (FONOM) Conference

Resolution 2023-44

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this council hereby approves the registration and travel costs to be paid by the Township for the Mayor and one other member of Council to attend the Federation of Northern Ontario Municipalities conference in May – in Parry Sound. (cd)

b) National Wall of Remembrance Assoc donation request

Resolution 2023-45

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this council hereby approves the donation request for the National Wall of Remembrance that honors Canada's Fallen Heroes again at a cost of \$319.00 for a business card sized advertisement in Remembrance Magazine. (def)

c) Support Nomination of Jody Wildman Township of St Joseph to sit on APH Board of Health

Resolution 2023-46

Moved by: Councillor M.Mick

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby approves and supports the nomination of Judy Wildman from the Township of St. Joseph to sit on the Algoma Public Health Board as the Municipal Representative for the following areas: Bruce Mines, Hilton Beach, Hilton, Jocelyn, Johnson, Laird, MacDonald Meredith & Aberdeen Additional, Plummer Additional, Prince, St. Joseph, and Tarbutt. (cd)

d) TWP of Johnson Resolution of Support – request to reduce virtual physicians' fees by 80%

Resolution 2023-47

Moved by: Councillor M.Mick

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby approves and the TWP of Johnson Resolution of Support – request to reduce virtual physician's fees by 80%. (cd)

e) MADD Donation request

Resolution 2023-48

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the donation request from Mother's Against Drunk Driving for \$299.00 to be inserted in the MADD Message Yearbook. (def)

f) New Committee's Request from Mayor Palumbo

Resolution 2023-49

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves Mayor Palumbo's request to set up new committee's; to meet to discuss in a special meeting on Thursday February 23 2023 at 6pm in Council Chambers. (cd)

g) Mayor ROMA Conference Summary

Resolution 2023-50

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves mayor's Rural Ontario Municipal Association's Conference summary as presented. (cd).

h) Mayor's Reports on BDO Meeting

Resolution 2023-51

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the mayor's update with regards to meeting with our Accountant from BDO as presented. (cd)

i) Mayor's Report on Ministry of Northern Development Meeting with Taylor Wright

Resolution 2023-52

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the mayor's update with regards to meeting with Taylor Wright from the Ministry of Northern Development as presented.

j) Mayor Report on meeting with Cindy Ross Humane Society Feb 2023

Resolution 2023-53

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the Mayor's update with regards to meeting with Cindy Ross from the Humane Society of Sault Ste. Marie as presented. (cd)

k) Council Training Proposal – Government Relations Mapping and Strategy Workshop by Summit PCG

Resolution 2023-55

Moved by: Councillor E.Caputo

Seconded by: Councillor M.Mick

Be it resolved that this council hereby approves the Council Training Proposal on Government Relations Mapping and Strategy Workshop by Summit PCG and wishes to go ahead with having Council take the training at a cost of \$1200+hst for the session. (cd)

Addendum item

l) Vulcan Fire Safety Systems Supply and Installation Quote New CO gas detection system

Resolution 2023-56

Moved by: Councillor M.Mick

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby approves the quote from Vulcan Fire and Safety Systems to supply and install, program, calibrate and test new CO gas detection system. (cd)

14 Old Business

- a) Duane Wenmann Requests to use hall for karate classes

Resolution 2023-57

Moved by: Councillor E.Caputo

Seconded by: Councillor M.Christenson

Be it resolved that this council hereby approves Duane Wenmann's request to use the Hall for Karate classes-current rates \$75 for 4 hours, \$250 for full day. (deferred)

- b) Use of Prince Museum as Council Chambers

Resolution 2023-58

Moved by: Councillor M.Mick

Seconded by: Councillor M.Christenson

Be it resolved that this council hereby approves to designate Community Hall as Council Chambers and will update procedural bylaw at March Council Meeting to reflect same. (cd)

15 Closed Session

- a) Personal Matters about an Identifiable Individual [s. 239(2)(b)]

Roads Superintendent Role – Seasonal vs Full Time

- b) Personal matters about an identifiable individual, including municipal employees [s. 239(2)(b)]

Wage discussions

- c) Personal Matters about an identifiable individual, including Municipal Employees [s.239(2)(b)]

Municipal Administrator

Resolution 2023-59

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this Council hereby agrees to move into Closed Session @ 8:39pm. (cd)

Resolution 2023-60

Moved by: Councillor M.Christenson

Seconded by: Councillor E.Caputo

Be it resolved that this Council hereby agrees to move out of Closed Session @ 10:21pm. (cd)

15c

Municipal Administrator

Resolution 2023-61

Moved by: Councillor M.Mick

Seconded by: Councillor E.Caputo

Be it resolved that this council hereby approves the resignation of Municipal Administrator Andrew Nowlan and confirms that his last day is March 8, 2023. (cd)

16 Confirmatory By-law – 2023-05

Resolution 2023-62

Moved by: Councillor E.Caputo

Seconded by: Councillor M.Mick

Be it resolved that this council hereby adopts by-law 2023-05, being a by-law to adopt, ratify and confirm the actions of Council on January 18 2023, February 7, 2023 and February 14, 2023. (cd)

17. Adjournment

Resolution 2023-63

Moved by: Councillor E.Caputo

Seconded by: Councillor M.Mick

Be it resolved that this Council hereby adjourns at 10:26 p.m. until March 14, 2023, or the call of the chair. (cd)

Mayor, E. Palumbo

Clerk,



CORPORATION OF THE TOWNSHIP OF PRINCE
Council Special Meeting
Minutes
Feb 7, 2023
Township Hall, 3042 Second Line West, Prince TWP
6:30p.m.

Present: Council: E. Plaumbo, E.Caputo, M. Mick, J.Weir, M. Christenson
Staff: A.Nowlan,
Presenters: J.Pastore, J.Cronin
Media: None

1. Call to Order 630 p.m.
2. Approve Agenda

Resolution 2023-28

Moved by: Councillor M.Christenson

Seconded by: Councillor M.Mick

Be it resolved that this council hereby approves the February 7 2023 Special Meeting agenda, as presented. (cd)

3.

a) Closed Session

Resolution 2023-29

Moved by: Councillor M.Mick

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves the moving into closed session on February 7, 2023 at 6:32pm to discuss

Education or Training s.239(3.1)

Council will undertake Media and Communication Training. (cd)

b)

Resolution 2023-30

Moved by: Councillor E.Caputo

Seconded by: Councillor M.Mick

Be it resolved that this council hereby approves the moving out of closed session on February 7, 2023 at 8:58pm to discuss:

Education or Training s.239(3.1)

Council will undertake Media and Communication Training. (cd)

Resolution 2023-31

Moved by: Councillor M.Christenson

Seconded by: Councillor J.Weir

Be it resolved that this council hereby approves Media and Communication session as presented. (cd)

4. Adjournment

Resolution 2023-32

Moved by: Councillor J.Weir

Seconded by: Councillor M.Mick

Be it resolved that this Council hereby adjourns at 8:59pm p.m. until February 14, 2023, or the call of the chair. (cd)

Mayor, E. Plaumbo

Clerk, A. Nowlan

To whom it may concern

MY NAME IS JOE AQUINO. I WOULD
LIKE TO SPEAK TO COUNCIL ABOUT
WALLS RD. AND WHAT THE ~~PLAN~~
PLAN IS GOING FORWARD.

YOURS TRULY

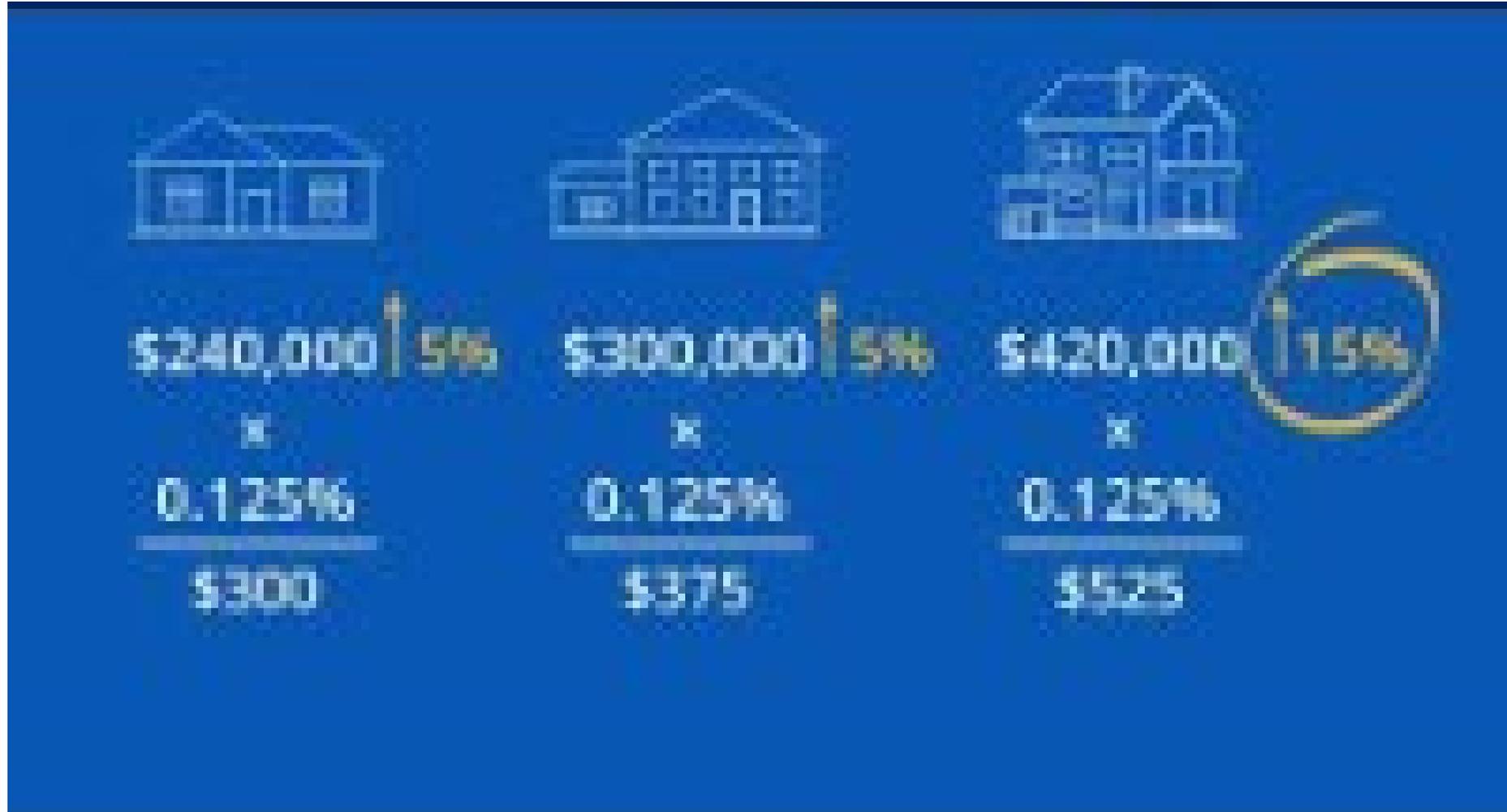
Joe Aquino
595 WALLS RD.



MPAC

Property Assessment
in Ontario

How will my Property Assessment Impact my Taxes?



Ontario's Property Experts



5.5

MILLION

MPAC's database hosts information for over 5.5 million properties across Ontario.

37

BILLION

There was more than \$37 billion of new assessment captured in 2022.

3

TRILLION

Ontario's total property value exceeds \$3 trillion.



Ontario Government

Establishes the province's assessment and taxation laws, sets the valuation date and determines education tax rates.



MPAC

Calculates, captures and distributes assessments for all properties and buildings across Ontario.



Municipalities

Determine revenue requirements, set municipal tax rates and collect property taxes to pay for municipal services.



Property Owners

Pay property taxes for community services and education taxes to help fund elementary and secondary schools in Ontario.



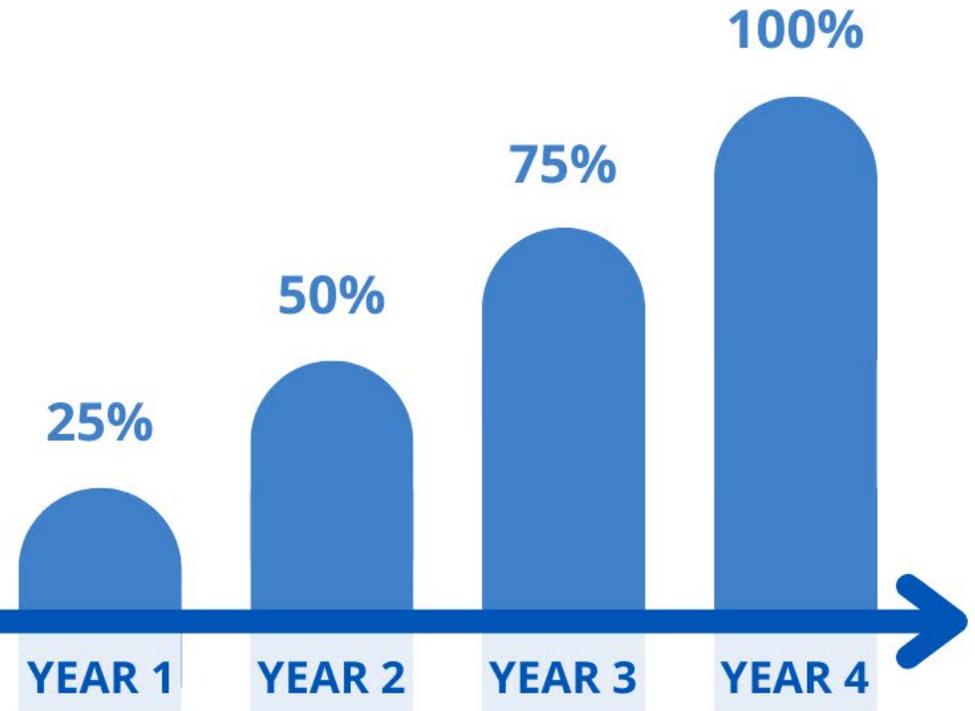
MPAC conducts property valuation updates, referred to as **reassessments**.

The Assessment Cycle

Valuation Date
January 1, 20XX



Notices mailed



Assessment increases are **phased in equally over four years.**
Decreases are **applied immediately.**

Assessment Update

Property values for the **2022 and 2023 Tax Years** continue to be based on a **January 1, 2016 valuation date.**



Maintaining Ontario's Property Database



Provincial, Municipal and
Property Owner Support
& Guidance



New Assessment
Forecasting & Market
Analysis/Trends



Municipal Financial
Planning & Insights



Vacancy and Tax
Applications for
Commercial, Business
& Residential



Requests for
Reconsideration &
Appeal Processing



Processing Severances
and Consolidations



MPAC's Role in The **Building** **Permit** Process

Municipalities rely on MPAC to take their building permits and plans and **turn them into assessment.**

Municipalities tax property owners **based on those assessments.**

The sooner MPAC delivers assessments, the faster municipalities realize **new revenue.**





What is Current Value Assessment? (CVA)

Current value is market value **at a point in time** (the legislated valuation date)

The **Three** Approaches to Value



**Direct
Comparison**



Income



Cost

The 5 Major Factors



Location



Lot Size



Quality of Construction



Square Footage



Age of Property

Did you know?

Five major factors account for approximately **85%** of a property's assessed value.

Resolving Assessment Concerns

1



Reflect on the
Current Value
Assessment

2



Visit MPAC's
AboutMyProperty.ca
to confirm details

3



View similar
properties and
their assessed
values

4



Submit a Request
for Reconsideration
if you disagree

Let's Talk **Property Taxes**

Each year, **municipalities** decide how much money they need to raise from property taxes **to pay for services** and **determine tax rates** based on that amount.



Your property's assessed value, provided by MPAC.



Municipal and education tax rates* for your property type.



Property taxes you pay.

*Education tax rates are set by the provincial government

THE RELATIONSHIP BETWEEN PROPERTY VALUE AND TAXES

An increase in assessed value does not necessarily mean higher property taxes.

The most important factor is not how much your assessed value has changed, but how your assessed value has changed **relative to the average change for your property class in your municipality.**

PROPERTY ASSESSMENT CHANGE

IMPACT ON PROPERTY TAX

Your assessed value **increases at the same rate** as other in your property class



NO CHANGE

Your assessed value change is **lower than the average** for your tax class



DECREASE

Your assessed value increase is **higher than the average** for your property class



INCREASE

This example assumes there is no change to the cost of services and that there are no changes in the distribution of taxes between property classes

Ready with Resources for You



MYTH	FACT
<p>My property value has doubled.</p> <p>My property taxes will double.</p> <p>X</p>	<p>There is no 1:1 relationship between the change in your assessed value and change in taxation.</p> <p>✓</p>





Your Municipal Contacts

Judy Sauder

Account Manager

Judy.Sauder@mpac.ca

705-419-1739

Laura Voltti

Regional Manager

Laura.Voltti@mpac.ca

705-419-1085



The Corporation of the Township of Prince

3042 Second Line West,
Prince Township, Ontario P6A 6K4

Phone 705-779-2992 Fax 705-779-2725

Mayor: E. Palumbo

Municipal Administrator: Andrew Nowlan

February 2023 Expenditures Prince Township

Agenda item 7 a

Check Number	Date	Vendor Name	Check Amount
Chqs 14096-14112	Feb payroll		\$ 16,178.50
10446	2023-02-03	Barbie Rudnicki	\$7.41
10447	2023-02-03	Andrew Nowlan	\$117.00
10448	2023-02-07	Spectrum Group	\$367.25
10449	2023-02-07	WirelessCom Ca Inc.	\$471.27
10450	2023-02-07	Minister of Finance - Ontario	\$195.00
10451	2023-02-07	GFL Environmental Inc.	\$7,231.49
10452	2023-02-07	Xerox Canada Inc.	\$25.47
10453	2023-02-07	Algoma Kinniwabi Travel Association	\$367.25
10454	2023-02-07	ENBRIDGE GAS INC.	\$1,191.75
10455	2023-02-07	E4m	\$5,435.69
10456	2023-02-07	TIFFANY BAXTER	\$63.23
10457	2023-02-07	Paul MacPherson	\$20.00
10458	2023-02-10	Archibald Bros.	\$2,906.93
10459	2023-02-10	Public Utilities Corporation	\$2,772.55
10460	2023-02-10	Trio	\$29.33
10461	2023-02-10	Minister of Finance - Ontario	\$5.33
10462	2023-02-10	District of Sault Ste. Marie Social Services Board	\$103,149.00
10463	2023-02-10	Paul MacPherson	\$40.00
10464	2023-02-10	PHILLIP HOOVER	\$23.75
10465	2023-02-10	SUMMIT PCG COMMUNICATIONS SPECIALISTS	\$1,853.20
10466	2023-02-10	ULINE CANADA CORP.	\$42.38
10467	2023-02-16	Airways General Store	\$144.00

10468	2023-02-16	Reliance Home Comfort	\$65.52
10470	2023-02-16	BDO Canada LLP	\$3,022.75
10471	2023-02-16	Enzo Palumbo	\$185.16
10472	2023-02-16	DE LAGE LANDEN FINANCIAL SERVICES CANADA INC.	\$532.70
10473	2023-02-16	NORTHERN INSURANCE BROKERS INC.	\$60,403.28
10474	2023-02-16	Bernardi Human Resource Laws LLP	\$7,396.98
10475	2023-02-16	Shirley Yun	\$260.00
10476	2023-02-16	SUMMIT PCG COMMUNICATIONS SPECIALISTS	\$316.40
		February Total Expenditures	\$214,820.57



The Corporation of the Township of Prince

3042 Second Line West,
Prince Township, Ontario P6A 6K4

Phone 705-779-2992 Fax 705-779-2725

Mayor: E. Palumbo

Municipal Administrator: Andrew Nowlan

Agenda item 7 b

Prince Township Account	February 2023 Revenue Amount
Dog Tags	352.5
MTO reimbursement Fire Call	1629.08
Newsletter Advertisement	10
Hall Rental	602
Close out Museum RBC account move to NCU	6160
Ontario Community Infrastructure Grant(OCIF)	100000
Parent/Child Revenue Omers	3565.58
Planning	2800
Recreation Revenue	190
Service Charge	240
Sub Total	115549.16
Property Tax Revenue	\$382,974.68
Total Revenue	498,523.84



COUNCIL REPORT

Date: March 12, 2023	Date Presented: March 14, 2023
Prepared By: Steve Hemsworth	Rank: Fire Chief

Operations

Responses for February	2023 Total
Medical – 1	2
Fires – 0	0
MVA – 1	3
Other- 0	0

Personnel

We are pleased to announce that another Prince Firefighter has been hired by Sault Fire Services. Issac Belsito has been a firefighter in Prince since 2018. Issac will be continue his service with Prince Fire Department and we look forward to benefiting from his experiences.

Training

Training for February consisted of reviewing SCBA's and hose operations.

Equipment

The chassis for our new pumper has arrived at the factory. Building of the fire truck should start soon, our anticipated completion date is mid May with delivery being the beginning of June.

Fire Prevention

Fire safety and prevention messaging is continuing to be distributed on the departments Facebook and Instagram social media accounts.

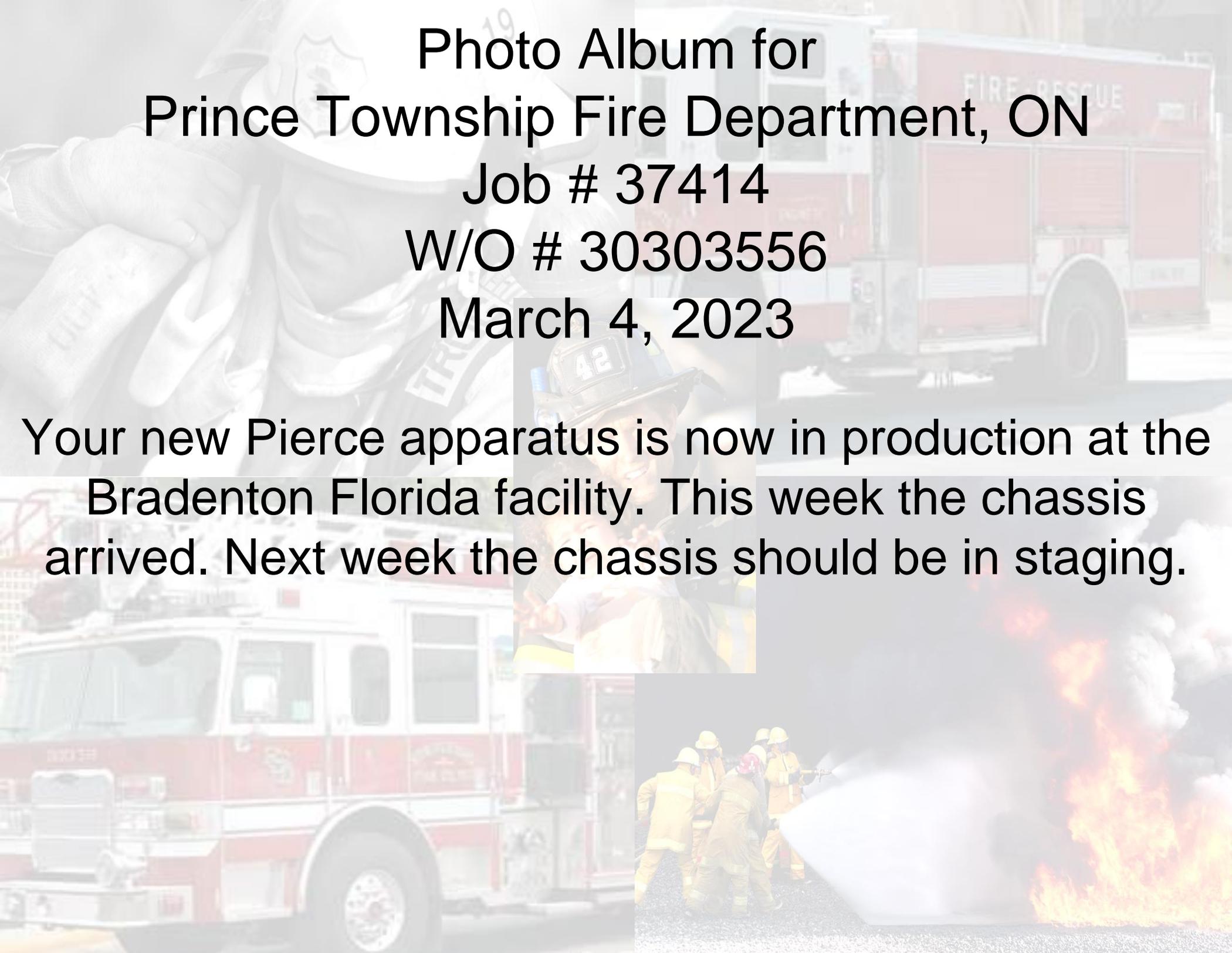


Photo Album for
Prince Township Fire Department, ON

Job # 37414

W/O # 30303556

March 4, 2023

Your new Pierce apparatus is now in production at the Bradenton Florida facility. This week the chassis arrived. Next week the chassis should be in staging.



DSC00030



DSC00031



DSC00032



DSC00033



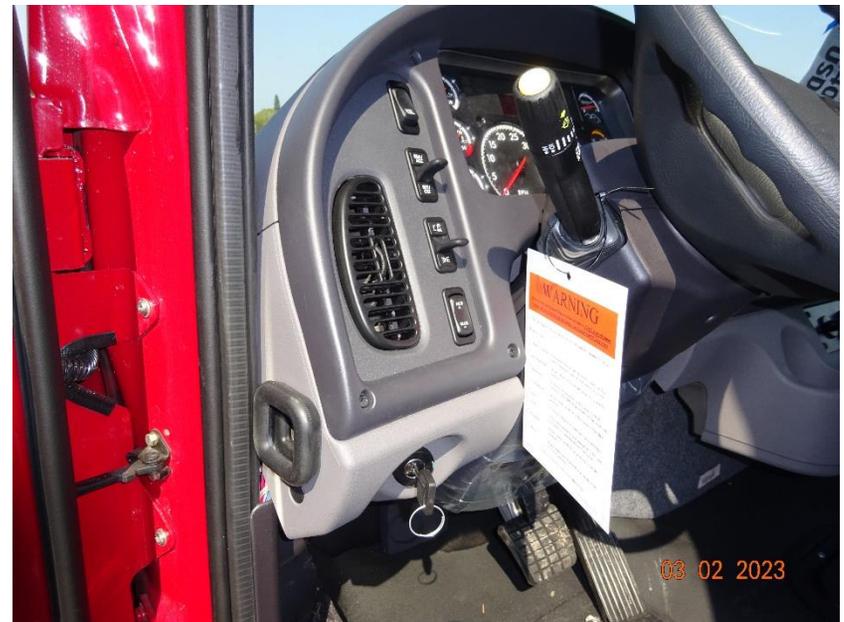
DSC00034



DSC00035



DSC00036



DSC00037



DSC00038



DSC00039



DSC00040



DSC00041



DSC00042



DSC00043



DSC00044



DSC00045



DSC00046



DSC00047



DSC00048



DSC00049



DSC00050

TOWNSHIP OF PRINCE By-law
2023-

Licensing: A by-law for licensing dogs and cats, for requiring the registration for dogs and cats and for prohibiting the running of at large of dogs and cats.

THE COUNCIL of the Corporation of the Township of Prince pursuant to The Municipal Act, S.O. 2001, c.25 as amended, ENACTS as follows:

1. **INTERPRETATION**

In this by-law:

- (1) "Kennel" means an establishment where a kennel of purebred dogs are registered with the Canadian Kennel Club under the owner's name
- (2) "Mature Dog" means a female dog over six months old or a male dog over eight months old
- (3) "Owner" of a dog or cat includes a person who possesses or harbors a dog or cat and, where the owner is a minor, the person responsible for the custody of the minor
- (4) "Poundkeeper" means the shelter operated by the Sault Ste. Marie Humane Society on behalf of the Corporation of the Township of Prince
- (5) "By-law Enforcement Officer" means the by-law enforcement officer of the Township of Prince.

2. **POUNDKEEPER**

For the purpose of this by-law, the Sault Ste. Marie Human Society shall be deemed to be the Poundkeeper of the City of Sault Ste. Marie and the Animal Shelter operated by the Society shall be deemed to be the Pound.

3. **LICENCE REQUIREMENT**

- (1) On or before the first day of March in each year, every person who owns a dog and cat shall:
 - (a) register every dog and cat owned with the By-law Enforcement Officer; and
 - (b) obtain a license and tag for every dog and cat owned from the By-law Enforcement Officer
- (2) New dog and cat owners shall comply with section 3, subsection (1)(a) and (b) within seven (7) days of acquiring the dog or cat.

4. **PENALTY FOR NON-RENEWAL**

Any person who fails to renew a dog or cat license on or before March 1st of each year shall be subject to a penalty of Fifteen Dollars (\$15.00) on renewal.

5. **LICENCE FEE AND REGULATION**

The By-law Enforcement Officer shall not issue a license and tag to any person for any dog unless: (1) a certificate signed by a Doctor of Veterinary Medicine is provided to the By-law Enforcement Officer that indicates that such dog has been inoculated against rabies within 24 months of the 1st day of January of the year in which the application is made; and

- (2) the following fees are paid:

For each neutered male dog or cat	7.50
For each spayed female dog or cat	7.50
For each male dog or cat	15.00
For each female dog or cat	15.00
For a kennel of purebred dogs	37.50

Fail to treat animal in humane manner	\$250.00
Fail to provide animal with adequate/appropriate food	\$250.00
Fail to provide animal with adequate/appropriate water	\$250.00
Fail to provide animal with adequate/appropriate shelter	\$250.00
Fail to provide animal with veterinary medical care	\$400.00
Fail to provide animal with sufficient physical activity	\$250.00
Fail to provide animal with raised shelter	\$100.00
Fail to provide animal with sufficient shade	\$200.00

Fail to provide animal with area dry and free from standing water	\$150.00
Improper tethering of an animal – tether less than four (4) meters	\$150.00
Improper tethering of an animal - failing to give animal unrestricted Or unobstructed movement within a range of tether	\$150.00
Improper tethering of an animal – no access to food/water/shelter	\$250.00
Improper tethering of an animal – tether causing pain or distress	\$250.00
Improper collar – restrict breathing or cause distress	\$250.00
Improper tethering of a cat – left outside unsupervised	\$150.00
Fail to keep animal in sanitary conditions	\$250.00
Fail to register dog or cat	\$250.00
Fail to renew registration	\$100.00
Fail to obtain a replacement dog identification tag	\$50.00
Fail to display identification tag on collar	\$50.00
Use improper tag	\$150.00
Provide false information	\$250.00
Remove identification tag	\$100.00
Permit dog to bite or attack – a person or domestic animal	\$250.00
Fail to comply with a Dangerous Dog Notice	\$400.00
Fail to muzzle a dangerous dog	\$400.00
Fail to securely tether a dangerous dog	\$400.00
Fail to securely confine a dangerous dog with appropriate fence Or enclosure	\$400.00
Fail to display Dangerous Dog warning sign	\$200.00
Use leash more than 2m on dangerous dog	\$400.00
Fail to notify of change of address or ownership	\$300.00
Fail to notify running at large of dangerous dog	\$400.00
Failing to notify attacking or biting by dangerous dog	\$400.00
Permit dog or cat to damage public or private property	\$150.00
Permit dog or cat to chase persons, vehicles, domestic animals, Livestock or poultry	\$150.00
Permit dog or cat to run at large	\$200.00
Permit unaltered dog or cat to run at large	\$300.00
Permit Dangerous Dog to run at large	\$400.00
Fail to properly control a dog on a leash	\$100.00
Fail to turn over a found cat or dog to Pound or Owner	\$200.00
Fail to confine a dog or cat that is in heat	\$150.00
Keep more than 4 dogs on premises	\$250.00
Keep more than 5 cats on premises	\$250.00
Keeping an animal in enclosed space or car without adequate Ventilation	\$400.00
Improper Transportation of animal	\$250.00
Fail to notify Pound Keeper of injuring an animal while operating A motor vehicle	\$250.00
Fail to turn over an injured animal to Owner	\$300.00
Fail to turn over an injured animal to Officer or Pound Keeper	\$300.00
Annoy or assault or batter or torment or willfully and recklessly kill Or cause injury or cause pain or cause suffering to an animal	\$500.00
Trap an animal causing pain injury and suffering	\$150.00
Keep livestock in area not zoned for keeping of livestock	\$250.00
Permit livestock to run at large	\$300.00
Fail to turn over livestock to its Owner or Officer or Pound	\$200.00
Remove a wild animal from Township Property	\$150.00
Keep or cause to be kept a wild animal	\$150.00
Feed a wild animal or leave food or attractant out	\$200.00
Keep a prohibited animal	\$300.00
Keep more than ten (10) animals – Breeding Kennel	\$250.00
Fail to permit an Officer to inspect premises	\$250.00
Obstructing an Officer in the execution of their duties	\$300.00
Furnish false information to an Officer	\$300.00

- 3) If a kennel license is issued for a kennel of purebred dogs or cats registered in the register of the Canadian Kennel Club, no further license fee is required to be paid in respect of such purebred dogs or cats while they are part of the kennel.
- 4) If an application is made for a license for a dog or cat which at the time of the application is less than 8 months old, subsection 1 of section 5 shall not prevent the issue of a license for such dog or cat if the owner undertakes to file with the By-law Enforcement Officer, in a form satisfactory to him, a certificate signed by a Doctor of Veterinary Medicine providing that the dog has been inoculated for rabies when the dog attains the age of 8 months.
- 5) No female dog shall be licensed as a spayed female dog and no male dog shall be licensed as a neutered male dog unless a certificate signed by a Doctor of Veterinary Medicine is provided to the By-law Enforcement Officer certifying that such female dog has been spayed or that such male dog has been neutered.
- 6) With respect to a dog that or cat is less than 8 months old, subsection 5 is satisfactorily complied with if the owner of such dog or cat files with the By-law Enforcement Officer a certificate signed by a Doctor of Veterinary Medicine that an appointment has been made with him or her to spay the said dog or cat at some time prior to the day on which such dog will be 8 months old.
- 7) If a person becomes an owner of a dog or cat after the first day of July in each year, the fee payable for each license applied for in that year shall be one-half of the yearly license fee required by this by-law.
- 8) A blind owner of a guide dog shall be issued a dog license free of charge upon production of a card from the Canadian National Institute for the Blind issued to such owner and provided that all other provisions of this by-law are satisfied.
- 9) A hearing impaired owner of a hearing ear dog shall be issued a dog license free of charge upon production of a card from the Hearing Ear Dogs of Canada issued to such owner and provided that all other provisions of this by-law are satisfied.

6. **PROHIBITIONS**

- (1) Every owner shall procure a tag for each dog or cat owned and shall keep the tag affixed to the dog or cat for which it was procured at all times during the year and until such time as he procures a tag for each dog or cat for the following year.
- (2) No owner shall use a tag upon a dog or cat other than that for which the tag was issued.
- (3) Every owner shall cause each dog or cat owned to be inoculated for rabies before each dog is 8 months old.
- (4) No person shall procure a license for a female dog or cat as a male dog or cat.
- (5) No person shall remove a license tag from a licensed dog or cat.

7. **TAGS**

A tag shall bear a serial number and the year to which it applies. A license shall state the name of the owner, the amount paid, the name of the person who paid the fee, the year for which the receipt is issued and a description of the dog for which the license is issued, which particulars shall be entered in the records kept in the Municipal Office.

8. **RUNNING AT LARGE**

- (1) No person shall cause or permit a dog or cat owned by that person to run at large in the Township of Prince.
- (2) For the purpose of this section, a dog or cat shall be deemed to be running at large:

- (a) when found in any place other than the premises of the owner of the dog or cat not on a leash held by a responsible person;
 - (b) when found on any private property without the consent of the person apparently in possession or having ownership of the property or
 - (c) when, although chained, tied or fastened to a particular place on private property, if the chain or other means of fastening is of sufficient length so that the dog or cat is found on a highway, other public place, or other private property not owned by the owner of a dog or cat.
- (3) No person shall keep a dog or cat within the Township of Prince tethered on a chain, rope or restraining device of less than ten feet in length.

9. **IMPOUNDING AND DESTRUCTION**

- (1) A dog or cat which is found running at large contrary to the provisions of this by-law may be seized and impounded in the Pound.
- (2) A dog or cat so impounded shall be held for a period of four days and if not claimed and released to the owner thereof within such period, such dog or cat may then be euthanized or sold by the Poundkeeper as he or she may deem appropriate.
- (3) Where three charges are laid under this section against the owner of a dog or cat and result in conviction, the By-law Enforcement Officer shall be entitled to retrieve the dog or cat from the owner and keep the dog or cat in the animal shelter for a period of ten days or until the By-law Enforcement Officer is satisfied that the owner of the dog or cat has taken proper and effective steps to restrain the animal whichever is the lesser.
- (4) A dog or cat so impounded shall not be released until the owner thereof has paid to the Poundkeeper the sum of seven dollars (\$7.00) for each twenty-four hours or part thereof during which the dog or cat has been impounded plus a \$15.00 surcharge to be forwarded to the municipality to cover the costs of mileage, plus any administrative fee approved by the Board of the Society.
- (5) Where a dog or cat is adopted under this by-law the proceeds of the adoption shall be paid to the Pound keeper.

10. **INJURED DOGS AND CATS**

- (1) Where, in the opinion of the constable, peace officer, Poundkeeper or By-law Enforcement Officer, a dog or cat under this by-law is injured or should be euthanized without delay for humane reasons or for safety to persons, such person may euthanize the animal as soon after the seizure as he or she thinks fit without permitting any person to reclaim the animal or without offering it by public auction or otherwise for sale, and no damages or compensation shall be recovered by the owner.
- (2) Where a dog or cat seized or impounded by the Poundkeeper or By-law Enforcement Officer under section 9 subsection (1) is injured or ill and is treated by a veterinary surgeon, the Poundkeeper shall, in addition to any amount charged under section 9 subsection (4), be entitled to charge the person claiming the dog or cat the cost for veterinary treatment.

11. **ATTACKING DOGS AND CATS**

- (1) Where a constable or other peace officer or the By-law Enforcement Officer finds a dog or cat running at large contrary to the provisions of this by-law and he or she believes that before the dog or cat can be seized it may attack a human being, he or she may kill the dog or cat.
- (2) Where a person finds a dog or cat running at large contrary to the provisions of this by-law and the dog or cat is in the act of attacking or threatening to attack a human being, that person may kill the dog or cat.
- (3) No damage or compensation shall be recovered for the killing of a dog or cat under this section.

12. **CONFINEMENT OF FEMALE DOGS AND CATS IN HEAT**

The owner of a female dog or cat in heat shall confine such dog in a building or enclosed pen or kennel until such heat has ended.

13. **KENNEL LICENCES**

All kennel licensees shall abide by the provisions of this by-law, including being a member in good standing of the Canadian Kennel Club.

14. **POTENTIALLY DANGEROUS AND DANGEROUS DOGS**

(1) In this section,

(a) "potentially dangerous dog" means:

(i) a dog that, in the absence of any mitigating factor chases or approaches any person or domestic animal, anywhere other than on the property of its owner, in a menacing fashion or apparent attitude of attack including, but not limited to, behaviour such as growling or snarling; or

(ii) a dog that has been impounded or for whom the owner has been convicted on a total of three occasions within a 24 month period for such dog being at large in the municipality.

(b) "dangerous dog" means

(i) a dog that, in the absence of any mitigating factor, has attacked, bitten or caused injury to a person or has demonstrated a propensity, tendency or disposition to do so;

(ii) a dog that, in the absence of any mitigating factor, has significantly injured a domestic animal; or

(iii) a dog, previously designated as a potentially dangerous dog, that is kept or permitted to be kept by its owner in violation of the requirements for such dog.

(c) "mitigating factor" means a circumstance which excuses aggressive behaviour of a dog and, without limiting the generality of the foregoing, may include circumstances where:

(i) the dog was, at the time of the aggressive behaviour, acting in defense to an attack from a person or domestic animal;

(ii) the dog was, at the time of the aggressive behaviour, acting in defense of its young or to a person or domestic animal trespassing on the property of its owner; or

(iii) the dog was, at the time of the aggressive behaviour, being teased, provoked or tormented.

(d) "muzzle" means a humane fastening or covering device of adequate strength placed over a dog's mouth to prevent it from biting.

(2) **Potentially Dangerous Dog - Notice and Owner Requirements**

Where the Poundkeeper or By-law Enforcement Officer designates a dog as a potentially dangerous dog, the By-law Enforcement Officer or Poundkeeper shall serve notice upon the owner of such dog requiring the owner, upon receipt of such notice, to comply with any or all of the following requirements:

(a) to keep such dog, when it is on the lands and premises of the owner, confined

(i) within the owner's dwelling; or

(ii) in an enclosed pen of sufficient dimension and construction to provide humane shelter for the dog while preventing it from escaping therefrom and preventing the entry therein of unsupervised children;

(b) to securely attach a muzzle to such dog at all times when it is not on the property of the owner or on the property of another person with such person's consent;

(c) to permit the Poundkeeper to insert a microchip implantation in such dog, at the owner's expense, for the purpose of identifying such dog as a potentially dangerous dog.

(3) **Dangerous Dogs - Notice and Owner Requirements**

Where the By-law Enforcement Officer or Poundkeeper designates a dog as a dangerous dog, the By-law Enforcement Officer or Poundkeeper shall serve notice upon the owner of such dog requiring the owner, upon receipt of such notice, to comply with the following requirements:

- (a) to keep such dog confined
 - (i) within the owner's dwelling; or
 - (ii) in an enclosed pen of sufficient dimension and construction to provide humane shelter for the dog while preventing it from escaping therefrom and preventing the entry therein of unsupervised children;
- (b) to securely attach a muzzle to such dog at all times when it is not confined in accordance with Section 15, subsection 3(a)
- (c) to permit the Poundkeeper to insert a microchip implantation in such dog, at the owner's expense, for the purpose of identifying such dog as a dangerous dog.
- (d) to permit the By-law Enforcement Officer or Poundkeeper to deliver the dog for spaying or neutering, if unaltered, at the owner's expense.

(4) **Notice Requirements**

The notice referred to in Section 15, subsections (2) and (3) shall be served by hand delivery or registered mail. In the event of service by registered mail, it shall be deemed received on the fifth working day after the date of mailing. Such notices shall include:

- (a) a statement that the Poundkeeper or By-law Enforcement Officer has reason to believe that the dog is a potentially dangerous or dangerous dog, as the case may be;
- (b) the requirements that the owner must comply with in accordance with this Section and when such requirements take effect; and
- (c) a statement that the Owner may request, within three working days of receipt of the Notice, and is entitled to, a hearing by the Council of the Township of Prince which may affirm or rescind the By-law Enforcement Officer's or Poundkeeper's designation of the dog as potentially dangerous or dangerous, as the case may be, and which Council may substitute its own designation or its own requirements of the owner of a potentially dangerous dog pursuant to Section 15 subsections (a) to (c).

(5) **Notice Received - Hearing Requested**

Where the owner of a dog receives a notice from the By-law Enforcement Officer or Poundkeeper designating such dog as a potentially dangerous dog or as a dangerous dog, he may request an appeal hearing. Such requests must be made in writing to the Administrator of the Township of Prince within three working days of receipt of such notice. Hearing requests shall be served by hand delivery or prepaid registered mail. In the event of service by registered mail, it shall be deemed received on the fifth working day after the date of mailing. The Council shall hold a hearing pursuant to the provisions of the Statutory Powers Procedure Act within fifteen working days of the Administrator's receipt of the request for a hearing and the Council may:

- (a) affirm or rescind the By-law Enforcement Officer's or Poundkeeper's designation of the dog as a potentially dangerous dog or as a dangerous dog, as the case may be;
- (b) substitute its own designation of the dog as a potentially dangerous dog or as a dangerous dog, as the case may be; and/or
- (c) substitute its own requirements of the owner of a potentially dangerous dog pursuant to section 15 subsections 2 (a) and (c).

(6) **Complaint Inquiry by By-law Enforcement Officer or Animal Control Officer**
The By-law Enforcement Officer may either on his or her own initiative or as a result of a complaint received by him or her from the public conduct an inquiry into whether a dog should be designated a potentially dangerous dog or a dangerous dog, as the case may be.

(7) **Compliance Deadline of Owner**
The requirements of section 15 subsections 2(c) and 3(c) and (d) which may be imposed on a dog owner by the By-law Enforcement Officer or Poundkeeper pursuant to such sections shall not be required until either the time for appeal under section 15 subsection 5 has elapsed without the dog owner requesting an appeal pursuant to that section or the Council has ordered such requirement, whichever occurs earlier. 8)

Change of Ownership

An owner of a dog which has been designated a potentially dangerous dog or a dangerous dog pursuant to this Section shall advise the By-law Enforcement Officer immediately if he or she transfers ownership of such dog to another person or changes the address at which such dog is kept and furnish the By-law Enforcement Officer with particulars of same.

(9) **Dog Owner's Liability Act**

Where it is alleged that a dog has bitten or attacked a person or domestic animal, such dog may be impounded on the order of the Chief of Police and held by the Pound keeper until the proceedings provided in the Dog Owner's Liability Act, R.S.O. 1990 cD. 16 have been followed provided that no dog shall be so impounded for a period in excess of twenty-one days unless otherwise ordered by an Ontario Court (Criminal Division) or Provincial Offences Court

15. **PENALTY**

Any person who contravenes any of the provisions of this by-law is guilty of an offence and is liable to a penalty in accordance with the provisions of the Provincial Offences Act, as amended.

16. **BY-LAWS REPEALED**

By-law 2001-3 of the Township of Prince, are repealed.

17. **EFFECTIVE DATE**

This by-law comes into force on the date of its final passing.

PASSED in Open Council this day of March, 2023.

Algoma Country Tourism Update: December 2022

1 message

Algoma Kinniwabi Travel Association <info@algomacountry.com>

Reply-To: info@algomacountry.com

To: clerk@twp.prince.on.ca

Fri, Feb 10, 2023 at 4:01 PM



Algoma Country Tourism Update: February 2023

Good Afternoon Everyone,

As Algoma's first newsletter of 2023, we hope you've had a great start to the new year! We are now in one of the busiest times of the year with marketing campaigns running and sport show travel. 2023 membership invoices and 2023 Algoma Travel Guide invoices have been sent out. Thank you for your continued support of the Association!

In this newsletter:

- Marketing Update
- Northern Ontario Fixed Roof Accommodation Survey
- Funding and Grant Opportunities

Thank you,
Heather Bot
Executive Director

Marketing Update

Digital Campaigns

Campaigns for all marketing segments are underway. In partnership with Destination Ontario and the Northern Office, an avid angling campaign is scheduled for February, with a goal to drive leads to the Algoma Country website and partners.

Sport Shows Recap

January 2023 started off with Algoma County staff attending the International Motorcycle Supershow in Toronto. We worked the show in partnership with Thunder Bay Tourism to market Ride Lake Superior and Ride Algoma. Consumers shared stories of their rides on the Grand Algoma, planned future trips, and a lot of excitement and renewed interest in travelling by motorcycle around Lake Superior.



In January, we also returned to the Ultimate Fishing Show in Novi, Michigan, and it felt great to be back! Consumer interest in returning to Canada was positive and they are ready to return. Thanks to all the operators we talked to: it was great to see you, catch up and get your feedback on the upcoming season!



Media Fams

Winter media fams for snowmobiling, ice fishing, and outdoors are underway in the region! We will have more to share in our next newsletter.

Northern Ontario Fixed Roof Survey

The 2022 Northern Ontario Fixed Roof Accommodation Survey is Now Ready

Destination Northern Ontario (DNO), in partnership with Northeastern Ontario Tourism, Algoma Country, Sunset Country, Superior Country, and NOTO, is conducting the annual Northern Ontario Fixed Roof Accommodation survey to benchmark the industry's performance.

Your individual input and insights are very important, as they will help us to gain a better understanding of the industry overall. We recognize you are asked to complete many surveys--especially in the last three years--and we truly appreciate your participation. Input from stakeholders like you allow Destination Northern Ontario, your regional marketing organizations, NOTO, and others to continue to advocate on our industry's behalf and help measure the accommodation industry's recovery in Northern Ontario.

This 30-minute survey focuses on your operation's performance in 2021 and 2022, including market segmentation and high-level financials, and a look forward to the 2023 season.

Survey respondents will have a chance to win 1 of 6 prizes! The survey will close on Sunday, February 26th, 2023.

Thank you, your input is truly valued!

Find out more information and complete the survey here:

CLICK FOR SURVEY

Funding and Grant Opportunities

Indigenous Economic Development Fund and the Indigenous Community Capital Grants Program

Applications for the Indigenous Economic Development Fund (IEDF) and the Indigenous Community Capital Grants Program (ICCGP) are open until early March 2023. This funding provides \$3.2 million through the IEDF and \$6 million through the ICCGP to promote economic development in Indigenous communities and increase employment opportunities for Indigenous people. Two streams of funding are available to support projects that diversify Indigenous economies, provide access to training opportunities, and support economic development initiatives through collaboration between Indigenous communities and the private sector. Community capital projects in all phases including feasibility studies, design, construction, and renovation of buildings such as community centres in First Nations and Métis communities and Indigenous organizations on- and off-reserve.

For more information and to apply, [click here](#)

Rural Economic Development (RED) Program

The RED program supports projects that help increase economic opportunities, create and retain jobs, and support the economic growth and resilience of rural and Indigenous communities. Types of projects supported are rehabilitation of cultural, heritage or tourism attractions, redevelopment of vacant or under-used properties, main street minor capital improvements, removing barriers to business growth, remove barriers for business growth, support investment attraction, strengthen sector and regional partnerships, diversify regional economies in rural Ontario.

Deadline to apply is February 23, 2023 at 5:00pm (ET). More information, [click here](#)

Digital Transformation Grant Program - Applications Now Open

The application portal for the Digital Main Street Digital Transformation Grant program is now open! The Digital Transformation Grant (DTG) program is designed to assist small businesses with adoption of technologies. The program will provide training, advisory support and grants to brick-and-mortar small businesses looking to increase their capacity through digital transformation. The grant is administered by the Ontario BIA Association (OBIAA), and is not administered by Digital Main Street.

Eligible brick-and-mortar small businesses can apply by creating an account and completing the digital assessment. The portal will be accepting applications until September 30th, 2023. To apply, [click here](#)

The Trail Care Grant

The Trail Care Grant (TCG) will provide funding to build volunteerism, improve Trail sections, support the transition from one season to another, and ensure that all users can safely access the benefits of outdoor recreation on the Trans Canada Trail. Eligible local trail operators can receive up to \$1,000. No matching funds are required. The size of the grant will depend on the total number of applications received by Trans Canada Trail.

Deadline to apply is February 28, 2023, at 8:00pm (ET). All applications must be submitted using the online form, [click here](#)

2023 Skode Program

Applications Closing Soon!

Got a cool new tourism idea that you're eager to launch? Apply now for the 2023 Skode Program and share the fire within your heart. This year's special edition Skode program will reward a \$5,000 non-repayable financial contribution and 3 month mentorship to 3 winners from Northern Ontario and 3 winners from Southern Ontario. All 6 winners will then compete in a province-wide pitch session before a judge panel of Indigenous tourism leaders, entrepreneurs and partner representatives for a chance to win a \$20,000 grand prize.

Applications are open till Monday, February 13, 2023 at 11:59 pm. Learn more, [click here](#)

Algoma Country Staff Directory:

Heather Bot, Executive Director heather@algomacountry.com

Rob LaRue, Marketing Manager rob@algomacountry.com

Cory St. Pierre, Packaging Coordinator & Sales cory@algomacountry.com

Cassidy Lowen, Executive Assistant cassidy@algomacountry.com



Contact Us

Toll Free: 1-800-263-2546

Email: info@algomacountry.com



Algoma Kinniwabi Travel Association | [334 Bay Street, Sault Ste. Marie, P6A 1X1 Canada](#)

Unsubscribe clerk@twp.prince.on.ca

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Sent by info@algomacountry.com powered by



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OCIF Statement of Account 2023

1 message

OCIF (MOI) <OCIF@ontario.ca>
To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

Wed, Feb 15, 2023 at 8:39 AM

Peggy Greco, CAO/Administrator
The Corporation of the Township of Prince
OCIF FC2-M-0315
pgreco@twp.prince.on.ca

Please be advised that we have processed a payment for your municipality. This payment represents the complete 2023 allocation of the Ontario Community Infrastructure Fund Formula Component.

The amount of the payment is \$100,000.00.

You should receive the payment via EFT within approximately 2 weeks of this date. If you do not receive it within the next 2 weeks, please contact your Project Analyst listed below.

If you have any questions please contact Joseph Dubonnet at Joseph.Dubonnet@ontario.ca or at 519-400-6184.

Regards,
The OCIF Team

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1 866 517-0571
SOLGEN.Correspondence@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1 866 517-0571
SOLGEN.Correspondence@ontario.ca



132-2022-3402
By email

March 6, 2023

His Worship Enzo Palumbo
Mayor
Prince Township
3042 Second Line W.
Prince Township ON P6A 6K4
epalumbo@princetwp.ca

His Worship Matthew Shoemaker
Mayor
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie ON P6A 5X6
mayor.shoemaker@cityssm.on.ca

Dear Mayor Palumbo and Mayor Shoemaker:

Thank you for the completion of your community safety and well-being (CSWB) plan for Prince Township in partnership with the City of Sault Ste. Marie.

Your CSWB plan demonstrates leadership and commitment to proactively addressing crime and complex social issues facing your community. I would like to commend Prince Township and the City of Sault Ste. Marie for your collaborative efforts on the development of a comprehensive plan that will target local priority risks such as mental health and addictions and poverty through the implementation of your identified programs and strategies. When we work together, we can truly build safer and healthier communities.

The positive impacts of CSWB planning are clear. Through this collaborative planning process, communities can ensure better coordination between police services and community partners, not only through crisis response, but through proactive programs and strategies that address locally-identified risks and improve the social determinants of health. This type of planning can also lead to improvements in service delivery across multiple sectors, benefitting everyone in the community.

By engaging in this holistic approach to CSWB planning, communities can ensure those in need receive the correct response by the appropriate service provider in a timely manner. This is an important step in alleviating the long-term reliance on the criminal justice system and the financial burden of crime on society.

Throughout the implementation of your CSWB plan, it will be essential to measure outcomes on an ongoing basis to determine progress on addressing local priority risks. Over time, priorities may change as improvements are made to reduce identified risks in the community. Therefore, it will be important to regularly monitor and update your CSWB plan to ensure that the plan continues to be reflective of the needs of the community.

As we move forward with CSWB planning in Ontario, I want to thank you for your continued support and ongoing efforts in helping to build safer and stronger communities. This is something I am very proud of, and I am optimistic about our future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Kerzner". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael Kerzner
Solicitor General

c: Andrew Nolan
Municipal Administrator, Prince Township

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

**Ministère de l'Environnement, de
la Protection de la nature et des Parcs**

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



March 3, 2023

Good morning/afternoon,

Ontario is taking action to streamline and modernize its almost 50-year-old environmental assessment process that is too slow, unnecessarily burdensome and costly, to build Ontario while continuing to protect the environment. As part of this plan, we are making practical changes that would ensure strong environmental oversight while reducing delays to get shovels in the ground on projects that matter most to Ontario communities.

Today, on behalf of the Ministry of the Environment, Conservation and Parks, I am writing to let you know that the Municipal Class Environmental Assessment (EA) has been amended as part of the ministry's work on EA modernization.

Over the last three years, our modernization efforts have focused on ensuring strong environmental oversight while reducing delays on infrastructure projects that matter most to Ontario communities. This process includes considering input from stakeholders and Indigenous communities and streamlining requirements for low-risk municipal infrastructure projects, while maintaining strong environmental oversight and protection.

In 2019, the Ministry of the Environment, Conservation and Parks invited the proponents of class environmental assessments to review their assessment process and to propose changes to reduce duplication and better align assessment requirements with risk. We started consulting with municipalities, government agencies and Indigenous communities on the proposed amendments to the Municipal Class EA in 2020. I want to thank all who have offered feedback on the proposed amendments, through submitting comments, participating in webinars and correspondence. We have considered all comments received during the consultation, in addition to conducting our own analysis before the minister decided on the proposed amendments to the Municipal Class EA.

After careful consideration, the decision was made to approve many of the proposed amendments to the Municipal Class EA, including amendments proposed by the ministry. Various changes were made to the Municipal Class EA to update project schedules to better align the level of assessment with the environmental impact of the project. By looking at smarter, more modern ways of doing business, we're making sure important public services and infrastructure projects can get off the ground faster without unnecessary costs and delays.

Based on input received from Indigenous communities and Ministry of Citizenship and Multiculturalism (formerly the Ministry of Tourism, Culture and Sport) regarding the need to ensure the protection of archaeological resources and burial sites, an archaeological screening process will be required for various project types that are now eligible for exemption. The exemption will be conditional on the completion and outcome of the screening. The archaeological screening process consists of three questions with links to various tools and criteria developed under the *Ontario Heritage Act*. Proponents must carry out the specified research and consultation to accurately respond to each question, including consultation with Indigenous Communities, municipal governments, and Ministry of Citizenship and Multiculturalism, and may require the assistance of a licensed archaeologist. A project that the screening process applies to would not be exempt unless the archaeological screening process is completed as required, project documentation maintained and all mitigation measures that are identified through the screening process are implemented.

Please see Appendix 1 of the Municipal Class EA for more information on the new archaeological screening process.

Detailed information on the approved amendments to the Municipal Class EA, including the Minister of the Environment, Conservation and Parks' reasons for making the amendments, can be found at: <https://ero.ontario.ca/notice/019-5069>. The changes are effective as of the date of posting on the Environmental Registry of Ontario, March 3, 2023.

Proponents authorized to proceed with projects through the Municipal Class EA are required to proceed in accordance with the transition provisions set out in the amended Municipal Class EA, as it came into effect on March 3, 2023. Municipalities should review the amended Municipal Class EA to determine the impact on their project.

If you have any questions, please contact Stephen Deneault, Project Officer, by e-mail at: Stephen.Deneault@ontario.ca and the Environmental Assessment Modernization Team at: EAModernization.MECP@ontario.ca.

Sincerely,

A handwritten signature in black ink that reads "A. Cross". The signature is written in a cursive, flowing style.

Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks



The Corporation of the Township of Prince

3042 Second Line West,
Prince Township, Ontario P6A 6K4

Phone 705-779-2992 Fax 705-779-2725

Mayor: E. Palumbo

Municipal Administrator: TBD

Staff Report March 14 2023

Reporting Speeding

Online reporting with the OPP can be done by going to opp.ca on the internet and choosing the link “Report online”. The link is in the top right corner of the main page. It is also listed under “Popular” on the main page. There are step by step instructions on how to complete the online reporting. This tool allows people to report minor occurrences such as thefts, mischiefs, lost property and driving complaints that occurred in areas where the OPP police.

If they are not comfortable with the online reporting system, our non-emergency line is available to report any non-emergent incident. 1-888-310-1122

For all emergencies, please still contact 911.

Prince Township Recreation Committee Code of Conduct

Aims

The Prince Township Recreation Committee (Committee) aims to provide recreational programming for residents of Prince Township and other local residents that is safe, enjoyable and affordable.

The Committee will conduct events for the enjoyment of the various demographics in our community and will foster use of our parks and facilities.

Objectives

The Objective of the Committee is to

1. form long and short term plans for the acquisition, development, implementation and evaluation of the recreation programs in Prince Township based upon identified and anticipated needs of the residents of the Township.
2. make suggestions for the preservation, development, implementation and evaluation of facilities, services, and programs in place in the Township.
3. develop community awareness, appreciation, involvement, and the use of the Township's recreation and park facilities, services and programs.
4. The Recreation Committee shall aim to have at least one event quarterly, consisting of the arts, health, an all ages event and/or a fundraising event.

Members of the Committee

The Committee shall consist of up to 12 members to be appointed to the Committee (upon completion of an application) by Prince Township Council in December of the year just completed, for the following year.

Members will serve on the committee for one year. Terms will expire on December 31st. The Committee will elect Officers at the first meeting in January. Members may seek reappointment in the following year.

Members must reside in Prince Township and the local surrounding area with two thirds being Prince Township residents.

The Committee will meet monthly. Committee members are expected to attend all monthly meetings. Should a member miss three consecutive meetings or miss 50% of the monthly meetings (except under emergency circumstances, to be determined by the Committee), that

member's seat shall be declared vacant and a new member will be appointed by the Committee for the duration of the term.

The Committee will elect from its membership

- 1) Secretary
- 2) Chairperson
- 3) Vice Chairperson
- 4) Financial Officer
- 5) Community Relations Officer

All members of the Committee have voice and one vote (except the Prince Council Representative, who will have voice only).

An Officer may resign at any time having given written notice to the Committee and the Prince Council Liaison. Such resignation shall be effective at the next monthly meeting.

Another Member or Member at large may be appointed to fill the position if it is early in the year, or the seat can remain vacant if it is vacated near the end of the year.

Any member of the Committee can be removed by a "vote of confidence" by a majority of the Committee if the position is not being upheld, duties are being mismanaged, or there is an abuse of privilege.

Duties and Responsibilities of Officers

The Chairperson shall preside over all meetings, and supervise the affairs of the Committee. The Chairperson shall also set the agenda for each meeting and send it out 3 days before the meeting. The Chairperson is responsible for the orderly conduct of meetings.

The Vice Chairperson shall act in place of the Chairperson when the Chairperson cannot or will not perform their duties. The Vice Chairperson shall assist the Chairperson with designated tasks and perform all duties of the Chairperson in the absence of the Chairperson.

The Secretary shall take attendance and record the minutes of the meetings and distribute them to the members of the Committee, the Council Liaison and the Township Clerk.

The Financial Officer shall give a monthly update of the Committee's finances. This person shall also keep track of the Reports of event costs and revenues and ensure that receipts are submitted for reimbursement to those who have financed out of pocket for items for an event.

The Community Relations Officer shall use social media and connections to community media outlets to publicize events of the Recreation Committee.

Quorum

Quorum for a meeting shall be 50% (i.e. for twelve Committee members the quorum would be six). In order for a Motion to pass, there must be a Mover of the Motion and a Seconder of the Motion, some discussion and a show of hands. Fifty percent plus one carries the Motion (i.e., for a Committee of twelve that would be six plus one, or seven votes).

Prince Council Liaison

A Council Liaison shall be appointed by the Mayor of Prince Council to sit on this Committee. That member shall have Voice, but no Vote. They and Members at Large are welcome to attend all Committee Meetings.

Members at Large

Members at Large are those persons who are interested in or involved in the activities of the Committee, but have not been appointed to the Committee. They will have Voice only at the Committee meetings at the discretion of the Chairperson.

Lead Members

Lead Members of a group planning and doing an event may give an oral or written report to the Committee of the event when completed. This report should contain the following information:

- Did the event happen
- How did it go
- How many attended
- Brief profit/loss statement
- What did we learn
- Should we consider doing it again

This brief report should be included as an attachment to the Minutes by the Secretary.

Prince Twp - Recreational Committee

Meeting Minutes

Attendees

Margaret Christenson (Council Representative)

Rec Members: Samantha Pigeau, Jane Weir, Tiana Trutenko, Kristi LaForrest, Serena Madonna

Regrets: Bobbi Jo Holmes, Adam Lyons, Justine Slewidge, Mary Jin-Moore, Tiffany Baxter, Allison Wagner

Purpose of the Meeting

1. Establish a Mandate of the Committee
2. Determine who at the Committee members and who are the members at large
3. Establish a Quorum for meetings
4. Mini reports on previous events
5. Develop a long range and short range plan of events
6. Develop a plan to coordinate with other parts of the community
7. Form re photography
8. Develop a plan/purpose for fundraising
9. Discuss Liability

Summary of Discussion

Chair calls the meeting to order at 7:45pm.

Motion of minutes M2C

Sam motion to approve Kristi's election of chair. M2C Serena

The Financial Officer (old treasurer) position is absent, there will be an election next month.

Reviewed and Updated Policies and Procedures (see Slack for latest update)

Tiana will create a formal memo to send out via email to voting members and members at large to lay out expectations for voting members with the hopes of figuring out how many people are able to make a commitment and become a voting member.

Tiana is setting up a meeting with Andrew to discuss getting the rec committee a prince township email and getting slack set up for the website.

Jane noted that Boots & Saddles offers catering and has a liquor License that can be used at multiple locations and would be an option for future events. She has discussed this with Laura and Boots & Saddles could donate the profits of the bar to the rec committee if we use their bar services for events.

Next Steps

Person	Action	Timeline
Tiana	Set up a meeting with Andrew to discuss rec email and slack	Prior to next meeting
Tiana	Create and send out memo detailing the expectations of voting members	Prior to next meeting
Voting Members	Hold election for a financial officer	At next meeting

Next Meeting

Date: Wednesday, March 8th, 2023 at 6:30pm



Mandi Pearson, Clerk/Operations Clerk
Town of Petrolia
411 Greenfield Street
Petrolia, ON N0N 1R0
mpearson@petrolia.ca

DELIVERED VIA EMAIL

February 17th 2023

Re: School Board Elections

Dear Ms. Pearson,

Please be advised that at the Regular Council Meeting on February 8th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Petrolia regarding *School Board Elections*.

Motion 14

Moved by Councillor Mike Vasey

Seconded by Councillor John van Klaveren

That Council support item 'M' of correspondence from the Town of Petrolia regarding compensation for School Board Elections.

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Hon. Stephen Lecce, Minister of Education
MPP Bob Bailey, Sarnia-Lambton
All Ontario Municipalities

January 25, 2023

Hon. Steven Lecce, Minister of Education
MPP Bob Bailey, Sarnia-Lambton
County of Lambton
Municipalities of Lambton County and Ontario

Via email

During the December 12, 2022, regular meeting of council, the following resolution was passed:

Moved: Bill Clark Seconded: Debb Pitel

WHEREAS in the Province of Ontario, municipalities are responsible to conduct the election process on behalf of the school boards; and

WHEREAS an extensive amount of resources, time and management to advertise, co-ordinate and complete these trustee elections is placed on the municipality; and

WHEREAS municipalities do not receive any compensation or re-imburement for use of orchestration of the school board trustee elections.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Petrolia request that staff forward this motion to the Hon. Steven Lecce, Minister of Education, MPP Bob Bailey, Ontario Municipal Councils and the County of Lambton requesting that school boards become responsible for conducting their own trustee elections or at minimum municipalities be compensated by the school boards for overseeing such trustee elections;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca





TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

82133 Council Line, R.R. #5
Goderich, Ontario N7A 3Y2

PHONE: 519-524-4669

FAX: 519-524-1951

E-MAIL: clerk@acwtownship.ca

The Honourable Steve Clark, Minister of Municipal Affairs and Housing

February 22, 2023

Re: Future Accuracy of the Permanent Register of Electors

Dear Minister,

Please be advised that at the February 21st meeting, the Council of the Township of Ashfield-Colborne-Wawanosh adopted the following resolution,

Moved by Anita Snobelen

Seconded by Evan Hickey

WHEREAS concerns surrounding the accuracy of the Voters' List has been highlighted in elections past and inaccuracies continue to plague municipal elections;

AND WHEREAS the Chief Electoral Officer for the Province of Ontario now has the responsibility to prepare and maintain a Permanent Register of Electors, under the Elections Act, for future municipal elections;

AND WHEREAS an accurate Permanent Register of Electors is paramount in upholding the integrity of democratic government;

AND WHEREAS an accurate Permanent Register of Electors could increase voter turnout statistics and possibly contribute to positive voter apathy;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Ashfield-Colborne-Wawanosh requests that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer utilize any resources available to produce the highest quality Permanent Register of Electors;

AND FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs and Housing, Elections Ontario, MPP Lisa Thompson and Ontario Municipal Councils for their support.

Carried

Sincerely,

Florence Witherspoon
Municipal Clerk

cc. Greg Essensa, Chief Electoral Officer for Ontario, Huron-Bruce MPP Lisa Thompson, and Ontario Municipal Councils

acwtownship.ca



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: bdunk@grimsby.ca

February 24, 2023

SENT VIA E-MAIL

Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Attention: Doug Ford, Premier

Dear Mr. Ford

RE: Barriers for Women in Politics

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on February 21, 2023 passed the following resolution:

C-23-055

Moved by: Councillor DiFlavio; Seconded by: Councillor Freake

WHEREAS, the Town of Grimsby values equality and inclusivity in all areas of life, including politics;

WHEREAS, women have historically been underrepresented in politics, and continue to face barriers and discrimination in their pursuit of elected office;

WHEREAS, misogyny and harassment have been identified as significant challenges for women in politics, both in Canada and around the world;

WHEREAS, the Town of Grimsby believes that all individuals have the right to participate in a political environment that is free from discrimination, harassment, and misogyny;

THEREFORE, BE IT RESOLVED, that the Town of Grimsby expresses its support for women in politics and their right to participate in a political environment that is free from misogyny and harassment, and where everyone feels equal.

BE IT FURTHER RESOLVED, that the Town of Grimsby commits to taking steps to ensure that our political environment is inclusive and welcoming to all individuals, regardless of gender, race, ethnicity, religion, sexual orientation, or other identity factors.

BE IT FURTHER RESOLVED, that the Town of Grimsby encourages other municipalities in Ontario and across Canada to join us in supporting women in politics and promoting gender equality in all areas of society.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to all Ontario Municipalities for endorsement, the Premier of Ontario, the Minister of Municipal Affairs and Housing, Grimsby's MP and MPP, and the Association of Municipalities of Ontario to express the Town of Grimsby's commitment to this issue and encourage action at the provincial level to create legislation to ensure equality, safety, and security.

UNANIMOUSLY CARRIED

If you require any additional information, please let me know.

Regards,



Bonnie Nistico-Dunk
Town Clerk

cc.
All Ontario Municipalities
Steve Clark, Minister of Municipal Affairs and Housing
Dean Allison, MP – Niagara West
Sam Oosterhoff, MPP – Niagara West
Association of Municipalities of Ontario



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, Grimsby, ON L3M 0J5

Phone: 905-945-9634 Ext. 2171 | **Fax:** 905-945-5010

Email: bdunk@grimsby.ca

February 27, 2023

438 University Ave
6th Floor
Toronto, ON
M7A 1N3

SENT VIA E-MAIL

Attention: Hon. Neil Lumsden, Minister of Tourism, Culture and Sport

RE: Changes to the Municipal Heritage Register

Please be advised that the Council of the Corporation of the Town of Grimsby at its meeting held on February 6, 2023 passed the following resolution:

WHEREAS the Municipal Heritage Register is an important tool for the preservation and protection of cultural heritage properties within the Town of Grimsby and throughout the province of Ontario;

WHEREAS cultural heritage properties are those which have potential cultural heritage value or interest but have yet to been formally evaluated as per the process prescribed in the Ontario Heritage Act;

WHEREAS listed properties are labelled as such as they are 'listed' in the Town of Grimsby's Municipal Heritage Register, which identifies all municipally-recognized cultural heritage resources;

WHEREAS the Municipal Heritage Register allows municipalities to regulate demolition on properties protected under section 27 of the Ontario Heritage Act, ensuring that their cultural heritage value is preserved for future generations;

WHEREAS "listing" a property on the municipal heritage register recognizes a property's cultural heritage value, and is generally less complex, time-consuming, and

economically burdensome to local municipalities than pursuing the designation of a property as outlined within the existing process, which requires extensive research and documentation;

WHEREAS the “listing” of properties on the Municipal Heritage Register provides a measure of protection, ensuring that these properties cannot be demolished without the approval of the municipality;

WHEREAS it is important to list properties of cultural heritage value or interest, including those that are not currently designated, in order to ensure their preservation for future generations;

WHEREAS the 60-day demolition provision in the Ontario Heritage Act provides a short time frame for the municipality to consider the heritage value of a property before it may be demolished;

WHEREAS the new requirements of the Ontario Heritage Act mandate the assessment of an unreasonable amount of resources for a local municipality within a 2-year timeline;

WHEREAS the new requirement of removal after the 2-year anniversary leaves resources exposed, and unprotected for up to 5 years;

WHEREAS the new requirements do not allow the municipality to further assess our nationally significant resources, more specifically resources connected to the War of 1812, our indigenous communities and culture, people of colour, LGBTQ+, and impacts our community’s commitment to ensure preservation of our inclusive history.

THEREFORE, BE IT RESOLVED that the Council of the Town of Grimsby addresses this resolution to the government of the Province of Ontario, affirming the importance of the Municipal Heritage Register and its role in preserving the cultural heritage of municipalities throughout the province;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to make changes to the Ontario Heritage Act which promote the retention and expansion of the Municipal Heritage Register, including

the listing of properties of cultural heritage value or interest that are not currently designated;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby encourages the government of the Province of Ontario to change the Ontario Heritage Act to protect the 60-day demolition provision indefinitely, rather than for a maximum of 2 years in order to provide adequate time for the municipality to consider the heritage value of properties before they may be demolished;

BE IT FURTHER RESOLVED that this Council of the Town of Grimsby circulate this notice of motion to the municipalities of Ontario for endorsement and circulation to the Province.

If you require any additional information, please let me know.

Regards,

A handwritten signature in cursive script, appearing to read "Bonnie Nistico-Dunk".

Bonnie Nistico-Dunk
Town Clerk

cc. All Ontario Municipalities



**The Corporation of the Township of Prince
COUNCIL RESOLUTION**

March 14, 2023

Agenda Item

Resolution 2023-

Moved by: _____

Seconded by: _____

Be it resolved that this council hereby approves the addition of recognizing Employee Milestones of 25 years of Service to our Human Resources Policy section 2 Recognition and Gift Giving with a non cash gift up to \$200.

RESOLUTION RESULT				
CARRIED	Mayor & Council	YES	NO	
DEFEATED	Enzo Palumbo			
DEFERRED	Eugene Caputo			
REFERRED	Margaret Christenson			
RECORDED VOTE (SEE RIGHT)	Melanie Mick			
WITHDRAWN	Jane Weir			

MAYOR – Enzo Palumbo



PORT COLBORNE
Development and Legislative Services

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.835.2900 ext 106 F 905.834.5746
E nicole.rubli@portcolborne.ca

February 22, 2023

Office of the Warden
Corporation of the County of Huron
1 Courthouse Square
Goderich, ON N7A 1M2

Dear Mr. McNeil, Warden:

Re: Corporation of the County of Huron – Call to Action: Review of the Cannabis Act

Please be advised that, at its meeting of February 14, 2023 the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence received from the Corporation of the County of Huron regarding Call to Action: Review of the Cannabis Act, be supported.

A copy of the above noted resolution is enclosed for your reference.

Sincerely,

Nicole Rubli
Acting City Clerk

Cc: Federation of Canadian Municipalities (FCM)
All Municipalities in Ontario
Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
Premier of Ontario
Provincial Minister of the Environment, Conservation and Parks
Provincial Minister of Agriculture
Provincial Minister of Municipal Affairs and Housing
Member of Parliament
Federal Minister of Agriculture and Agri-Food
Federal Minister of Health

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



February 1, 2023

Sent via email.

Re: Call to Action: Review of the Cannabis Act

Please note that on February 1, 2023 Huron County Council passed the following motion:

Moved by: Councillor G. Finch and Seconded by: Councillor M. Anderson

THAT:

The Council of the County of Huron approve the report by CAO Meighan Wark dated February 1, 2023 titled Report to Council: Cannabis Act Information as presented;
AND FURTHER THAT:

The Council of the County of Huron advocate for improvements to the Cannabis Act and current legislative framework for cannabis in Canada by sending the report titled *Report for Council: Cannabis Act Information*, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration;

AND FURTHER THAT:

The Council of the County of Huron approve forwarding Call to Action Letters to the following for support:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario
- Provincial Minister of the Environment, Conservation and Parks
- Provincial Minister of Agriculture
- Provincial Minister of Municipal Affairs and Housing
- Member of Parliament
- Federal Minister of Agriculture and Agri-Food
- Federal Minister of Health

CARRIED

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

As a municipal government for one of Canada's most agriculturally productive regions and a popular tourism destination, we have been in the position to observe the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, to require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community, we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs' Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost 50 years. We believe a system based on MDS would be appropriate to manage the

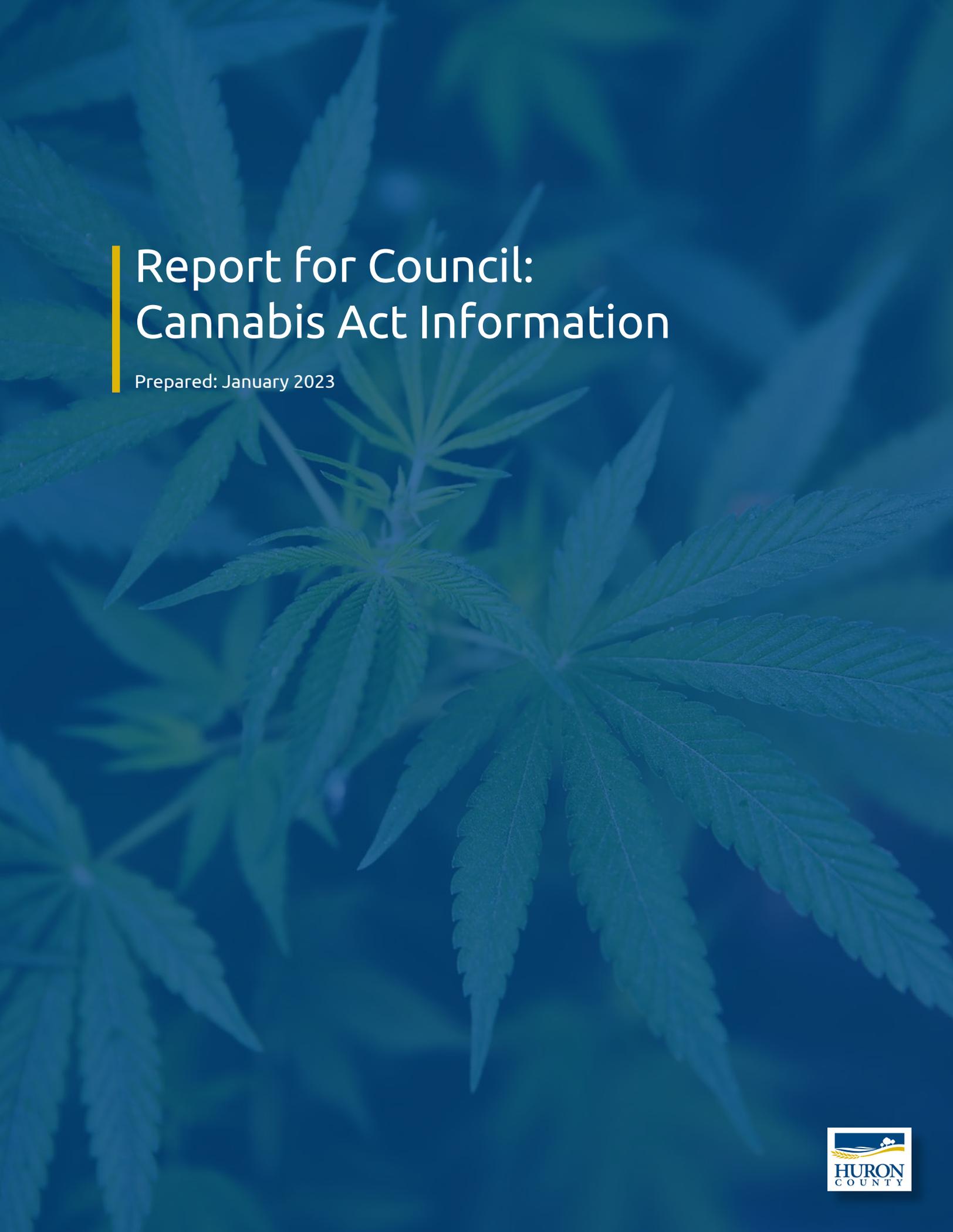
impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen McNeil". The signature is written in a cursive style with a small dot at the beginning.

Glen McNeil
Warden, Huron County
On behalf of Huron County Council

The background of the entire page is a close-up photograph of cannabis leaves, rendered in a monochromatic blue color. The leaves are detailed, showing their serrated edges and vein structure. A vertical yellow bar is positioned to the left of the main title.

Report for Council: Cannabis Act Information

Prepared: January 2023

Contents

3	Background
3	Cannabis Act: Information For Municipalities
3	1. Licensed Producers
4	2. Personal and Designated Production
5	Community Expressed Concerns
5	Impact to the Municipality
5	Advocacy Efforts to Date
6	Recommendations for Further Advocacy
6	Call to Action Letter
6	Report for Council: Cannabis Act Information (this report)
6	Further Resources
6	The Cannabis Act: The Facts
6	The Cannabis Act
6	Cannabis Information for Municipalities
6	Ontario: Cannabis Control Act
7	Correspondence Received by Council
7	Correspondence to Council, January 2023: Bonnie Shackelton
7	Appendix A
7	Appendix B

Background

On January 18, 2023, Huron County Council passed the following motion:

THAT:

The Council of the County of Huron request staff to prepare a report for Council on the Federal Cannabis Legislation Review with recommendations on options for Huron County to address their concerns with this legislation.

Cannabis Act: Information For Municipalities

According to The Government of Canada's *Information for Municipalities - Medical Use of Cannabis* there are two approved ways medical cannabis can be grown: *Licensed Producers* and *Personal and Designate Production*

1. Licensed Producers

Licensed producers are individuals or companies licensed by Health Canada to produce and sell cannabis for medical purposes. Licensed producers must meet stringent health and safety security requirements before producing and selling cannabis.

When applying to be a licensed producer under the Access to Cannabis for Medical Purposes Regulations (ACMPR), or when applying to amend a licence, an applicant must notify:

- The municipality
- Local fire officials
- Local law enforcement

Licensed producers must also notify these local authorities, within 30 days, after the issuance of a licence or the renewal, amendment, suspension, reinstatement, or revocation of their licence. These notification requirements are intended to provide local authorities with information about activities with cannabis conducted in their jurisdiction to allow them to take appropriate measures, as applicable.

Licensed producers are expected to obey all relevant federal, provincial and municipal laws and by-laws, including municipal zoning by-laws.

2. Personal and Designated Production

If a person wants to produce a limited amount of cannabis for his/her own medical purposes, he/she needs to register with Health Canada. He/she can also choose to designate another person to produce a limited amount of cannabis for him/her. A person can produce a limited number of marijuana plants under a maximum of two registrations (for one other person and him/herself, or two other people). Marijuana plants may be produced under a maximum of four registrations at one address.

A registered or designated person is permitted to produce marijuana plants indoors and/or outdoors, but not both at the same time. If a person wishes to produce marijuana plants outdoors, the boundary of the land on which the production site is located cannot have any points in common with the boundary of the land on which a school, public playground, day care facility or other public place frequented mainly by persons under 18 years of age.

The number of plants a person can grow is determined by the daily amount recommended by their health care practitioner and a set of formulas in the regulations.

Health Canada also recommends that registered and designated persons be discreet with their production.

Individuals who are registered with Health Canada to produce a limited amount of cannabis for medical purposes are expected to obey all federal, provincial and municipal laws and by-laws.

Community Expressed Concerns

Recently, some concerns regarding the Cannabis Act and local growing practices have been expressed by community members. Some of the topics of concern expressed have included:

- Excessive noise produced by ventilation units
- Serious odour impacts from production
- Health concerns from neighbouring property owners
- Questions regarding zoning requirements for Cannabis operations, particularly in regards to areas zoned residential
- The current lack of a Minimum Distance Separation (MDS) between licensed facilities/designate growers, and homes, public facilities

Impact to the Municipality

Community concerns regarding the Cannabis Act have an impact on the municipality. These impacts include the costs associated with Council and staff time and legal fees. There is also a potential for community disruption pertaining to licenses issued under the Federal Medical Cannabis Registration process.

It is important to note that the municipality's concerns expressed in this report are not against or opposed to cannabis. The County of Huron appreciates the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to other levels of government so that continual improvements can be made over time.

Advocacy Efforts to Date

On October 5, 2022 a letter was sent to the Cannabis Act Legislative Review Secretariat of Health Canada. The letter offered requested feedback on the Cannabis Act and a recommendation for a Minimum Distance Separation to protect residential areas.

See Appendix A.

Recommendations for Further Advocacy

Report for Council: Cannabis Act Information (this report)

Further advocacy could be accomplished by sending this report, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration.

A Call to Action Letter could be sent on behalf of WOWC, and all WOWC member municipalities could be invited to send similar letters to the agencies and individuals outlined below.

Call to Action Letter

A sample Call to Action Letter for Huron County can be found in Appendix B. Once approved by Council, letters could be sent to:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario: Doug Ford
- Provincial Minister of the Environment, Conservation and Parks: David Piccini
- Provincial Minister of Agriculture: Lisa Thompson
- Provincial Minister of Municipal Affairs and Housing: Steve Clark
- Member of Parliament: Ben Lobb
- Federal Minister of Agriculture and Agri-Food: Marie-Claude Bibeau
- Federal Minister of Health: Jean-Yves Duclos

Further Resources

The Cannabis Act: The Facts

<https://www.canada.ca/en/health-canada/news/2018/06/backgrounder-the-cannabis-act-the-facts.html>

The Cannabis Act

https://laws-lois.justice.gc.ca/eng/annualstatutes/2018_16/FullText.html#:~:text=The%20objectives%20of%20the%20Act,operating%20outside%20the%20legal%20framework

Cannabis Information for Municipalities

<https://www.canada.ca/en/health-canada/services/drugs-medication/cannabis/information-municipalities.html>

Ontario: Cannabis Control Act

<https://www.ontario.ca/laws/statute/17c26>

Correspondence Received by Council

Correspondence to Council, January 2023: Bonnie Shackelton

<https://agendas.huroncounty.ca/agendapublic/AttachmentViewer.ashx?AttachmentID=7134&ItemID=5394>

Appendix A

Copy of the letter sent to the Cannabis Act Legislative Review Secretariat of Health Canada on October 5, 2022

Appendix B

Sample Call to Action Letter

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



October, 5, 2022

To: Cannabis Act Legislative Review Secretariat
Health Canada
Address locator 03021
Ottawa, Ontario
K1A 0K9

On October 5, 2022, Huron County Council passed the following motion:

THAT:

The Council of the County of Huron send correspondence to Health Canada requesting consultation when implementing legislation on cannabis regulation as there is a direct impact on municipal operations and sometimes non compliance to municipal by-laws;

AND FURTHER THAT:

The Council of the County of Huron recommends the inclusion of a system of Minimum Distance Separation to protect residential areas;

AND FURTHER THAT:

This correspondence be circulated to Huron County local municipalities for support.

Thank you for requesting feedback on the Cannabis Act and the current legislative framework for cannabis in Canada. As a municipal government for one of Canada's most agriculturally productive regions, and a popular tourism destination, we have been in the position to observe areas for improvement during the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds

of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost fifty years. We believe a system based on MDS would be appropriate to manage the impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend enhanced consultation with municipal governments and request further notice and consultation with the County of Huron when drafting and implementing legislation and regulations dealing with matters related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases serious issues of non-compliance with local municipal by-laws.

Sincerely,



Glen McNeil
Warden, Huron County
On behalf of Huron County Council

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



{insert date}

To: {insert recipient}

Re: Call to Action: Review of the Cannabis Act

On {insert date}, Huron County Council passed the following motion:

THAT:

{insert motion}

AND FURTHER THAT:

{insert motion}

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

As a municipal government for one of Canada's most agriculturally productive regions and a popular tourism destination, we have been in the position to observe the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, to require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community, we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs' Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost 50 years. We believe a system based on MDS would be appropriate to manage the impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,



Glen McNeil
Warden, Huron County
On behalf of Huron County Council



760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

February 28, 2023

Via email only

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
doug.fordco@pc.ola.org
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michelle.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Oath of Office

Please be advised that during their Regular Council meeting held February 21, 2023, Council passed the following resolution:

Resolution No. **R2023-119**

Moved by Councillor Franzen
Seconded by Deputy Mayor
Armstrong

Whereas most municipalities in Ontario have a native land acknowledgement in their opening ceremony; and

Whereas a clear reference to the rights of Indigenous people is the aim of advancing Truth and Reconciliation; and

Whereas Call to Action 94 of the Truth and Reconciliation Commission of Canada called upon the Government of Canada to replace the wording of the Oath of Citizenship to include the recognition of the laws of Canada including Treaties with Indigenous Peoples; and

Whereas on June 21, 2021 an Act to amend The Citizenship Act received royal assent to include clear reference to the rights of Indigenous peoples aimed at advancing the Truth and Reconciliation Commission's Calls to Action within the broader reconciliation framework; and

Whereas the Truth and Reconciliation Commission of Canada outlines specific calls to action for municipal governments in Canada to act on, including education and collaboration;

Therefore be it resolved that Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples; and further

That this resolution be forwarded to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, MPP Dave Smith, MP Michelle Ferreri, Premier Doug Ford and Curve Lake First Nation.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

Cc: All Ontario municipalities



**The Corporation of the Township of Prince
COUNCIL RESOLUTION**

March 14, 2023

Agenda Item

Resolution 2023-

Moved by: _____

Seconded by: _____

**Be it resolved that this council hereby approves the hiring of Jasmine Bryson to fill the role of
Community Emergency Management Coordinator.**

RESOLUTION RESULT				
CARRIED	Mayor & Council	YES	NO	
DEFEATED	Enzo Palumbo			
DEFERRED	Eugene Caputo			
REFERRED	Margaret Christenson			
RECORDED VOTE (SEE RIGHT)	Melanie Mick			
WITHDRAWN	Jane Weir			

MAYOR – Enzo Palumbo



Re: West End T Ball Club - 2023 Season

1 message

e epalumbo <epalumbo@princetwp.ca>

Sat, Feb 25, 2023 at 6:11 PM

To: West End T Ball Club

Cc: Andrew Nowlan

Hello Adam,

Thank you for your email.

Your request will be added to the March Council Agenda.

Regards,
Enzo Palumbo

On Sat, Feb 25, 2023 at 2:44 PM West End T Ball Club

wrote:

Good Afternoon

I am writing to inquire as to whether or not Prince Township would still be interested and/or able to allow West End T Ball to be insured under the Prince Township insurance policy in the same manner that was agreed upon last year for the 2022 season.

Last year there was a \$750 additional premium which Prince generously paid for 50% of that additional premium and West End Tball paid for the other 50%.

The league is planning to kick off in June 2023 and we hope to have approx 240 kids.

Thanks

Adam Lyons - Organizer



March 6, 2023

To All Ontario Municipalities

Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

“Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;

Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue.”

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

C AMO

March 6, 2023

To All Ontario Municipalities

Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

“Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;

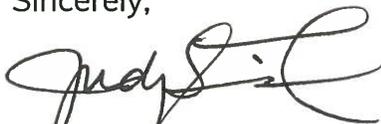
Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue.”

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

C AMO

March 8, 2023

Mayor Palumbo and Councillors
Corporation of the Township of Prince
P.O. Box 249
3042 Second Line West
Prince Township, ON P6A 6K4

RE: Level of Service, Organizational and Compensation Review

Your Worship and Members of Council

Summit PCG is pleased to provide the following proposal for Council's Review. First, we wish to acknowledge Council's commitment to accountable and transparent decision-making. To that end, we believe it important to indicate that our proposal has been supplied upon request of Council and may not be compliant with the terms and conditions established in the Township's procurement policy. Additionally, we would assure Council and the ratepayers of Prince Township that there is nothing untoward with our providing a response to Council. We would advise Council, that should they wish to accept our proposal that the applicable sections of the procurement policy be suspended in this circumstance to allow Council to single source this work.

Our Proposal

Summit PCG proposes to carry out part-time interim municipal administrator services and to facilitate a review of the following:

1. Services the Township provides (and level to which those services are provided),
2. Corporation/Organization (structure and operation) including effective and efficient service delivery,
3. A review of existing policies and procedures,
4. Current compensation rates as compared to sector best practices, and
5. A communication evaluation, including website, social media, and constituency engagement.

We propose that this work will be carried out over the next thirty (30) days. After which we will provide a report including recommendations to Council prior to Council undertaking a recruitment process to fill the Municipal Administrator position. The cost for this work will be \$12,800 plus applicable taxes.

Council will receive:

- Eighty-four (84) hours of in office municipal administrator services,
- A complete mandatory and discretionary service inventory,
- Level of service satisfaction report,
- Draft Level of service bylaw including legal review,
- Time and task study,
- Job description review and update,
- Competency and best practice review including, compensation,
- Policy inventory and recommended updates,

- Proposed compensation grids,
- Draft employment contracts, and
- Draft Council Term Plan
- Communication Analysis and recommended next steps.

Additionally, Summit PCG will represent Prince Township during the in-office and will address the following:

- Community engagement and customer services with ratepayers,
- Communication requirements with both the media and the public,
- Internal and external stakeholder engagement/management, and
- Government financial resources identification for program/operational effectiveness.

As stated above, a final report with recommendations will be presented to Prince Township Council approximately (30) thirty days after the execution of a contract. Summit PCG will present the information/report stated above to Council in early April.

Should there be any questions, please feel free to contact me.

Respectfully Submitted,

Giacomo Pastore

Giacomo (Jake) Pastore
President
Summit PCG