



THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
REGULAR COUNCIL MEETING
AGENDA

October 21, 2024

7:00 pm

Markstay-Warren Council Chambers

21 Main St. S. Markstay, ON

	Pages
1. Opening remarks and call meeting to order	
2. Land acknowledgment	
3. Roll Call	
4. Approval of the Agenda	
5. Disclosure of Pecuniary Interest and General Nature Thereof	
6. Petitions and Delegations	
6.a Paige Smith	6
6.b Andrea Tarini - Christmas Parade in Markstay	8
6.c Markstay 2025 Reunion	12
7. Public Inquiries	
• <i>General Public Inquiries shall be limited to five minutes in length per person and to a total duration of 15 minutes for all public inquiries section of the agenda.</i>	
• <i>The Clerk shall advise the Chair once the prescribed time limit has lapsed.</i>	
• <i>Attendees wishing to speak shall stand and await approval from the Chair before commencing. Once approval is granted, the attendee shall state their first and last name which the Clerk will record in the minutes. Questions will be taken one at a time, in the order received.</i>	

- *Attendees wishing to ask more than one questions shall give all other attendees the opportunity before being permitted to ask a second question.*
- *The Chair shall be given first opportunity to respond to the attendee and may ask members of Council or staff for further input. Questions requiring a lengthy answer or which require research shall be directed to staff for further review.*
- *The Chair shall have the right to curtail any questions which are not related to an agenda item, that has previously been presented to council or questions which are deemed to be inappropriate, derogatory or otherwise not suitable for discussion in an open meeting.*
- *This opportunity to speak shall not be used to file complaints of any nature. Attendees wishing to file a complaint shall direct the information to municipal administration staff outside of meeting times.*

8. Reports from Committees, Municipal Officers, Department Head

8.a	Library Report	17
8.b	Fire Department Report	18
8.c	Public Works - Report	22
8.d	3rd Quarter Report - By-law	27
8.e	Q3 Report Building	29

9. Consent Agenda

9.a	Adoption of Minutes	
9.a.1	Finance Committee Sept. 10, 2024	32
9.a.2	Minutes of Regular Meeting of Council July 15, 2024	34
9.a.3	Minutes of Regular Meeting of Council Sept. 16, 2024	40

10. Routine Management Reports

10.a	Cash Disbursements	
10.a.1	September Cash Disbursement	46

11. Correspondence for Council's information only

11.a	Manitoulin-Sudbury District Services Board	
11.b	Sudbury East Planning Board Audited Financial Statements	
11.c	Public Health Sudbury and District	
11.d	Municipal Property Assessment Corporation (MPAC)	
11.e	Sudbury East Municipal Association (SEMA)	

11.f	Association of Municipalities of Ontario	
12.	Business Arising from Meeting Minutes	
13.	New Business	
13.a	Water Billing for Markstay	55
13.a.1	Water and sewer rates	56
13.b	Councillor Resignation	63
13.c	Equipment for Gym	72
14.	Unfinished Business/Ongoing Projects	
15.	By-laws	
15.a	By-law 2024-29 To appoint a Municipal Law Enforcement Officer	73
15.b	Amendment to Schedule E of By-law 2024-27	76
16.	Motions	
16.a	Conference attendance in 2025 and 2026	87
16.b	Speed limits in construction zones	88
17.	Notice of Motions	
17.a	Fire Chief/Captains wages and responsibilities	89
18.	Addendum	
19.	Announcements and inquiries	
20.	Closed session	
	As per Section 239 of the Municipal Act	
	A meeting or part of a meeting may be closed to the public if the subject matter being considered is,	
	(a) the security of the property of the municipality or local board;	
21.	Reporting from Closed Session	
22.	Adjournment	

**LA CORPORATION DE LA MUNICIPALITÉ DE
 MARKSTAY-WARREN
 RÉUNION RÉGULIÈRE DU CONSEIL
 ORDRE DU JOUR**

le 21 octobre 2024

19 h 00

Markstay-Warren Council Chambers

		Pages
1.	Remarques préliminaires et ouverture de la réunion	
2.	Reconnaissance des terres	
3.	Appel nominal	
4.	Approbation de l'Ordre du jour	
5.	Divulgence des intérêts pécuniaires	
6.	Pétitions et Délégations	
6.a	Paige Smith	6
6.b	Andresa Tarini - Parade de Noel à Markstay	8
6.c	Réunion 2025 de Markstay	12
7.	Période de questions	
8.	Rapports des Comités, Agents municipaux, Chefs de départements	
8.a	Rapport de la bibliothèque	17
8.b	Service des incendies - rapport	18
8.c	Travaux publics - rapport	22
8.d	3e rapport trimestriel - arrêtés	27
8.e	Q3 Rapport Construction	29
9.	Ordre du jour de consentement	
9.a	Approbation des procès-verbaux	
9.a.1	Comité des finances le 10 septembre 2024	32
9.a.2	PV de la réunion régulière du conseil du 15 juillet 2024	34
9.a.3	PV de la réunion régulière du conseil le 16 sept. 2024	40
10.	Rapports des départements	
10.a	Rapport mensuel sur les dépenses	

10.a.1	Rapport du mois de septembre	46
11.	Correspondance pour information seulement	
11.a	Le conseil des services du District de Manitoulin- Sudbury	
11.b	Sudbury East Planning	
11.c	Bureau de Santé de Sudbury et District	
11.d	Société d'évaluation foncière des municipalités (SÉFM)	
11.e	Sudbury East Municipal Association (SEMA)	
11.f	Association des Municipalités de l'Ontario	
12.	Affaires découlants des procès-verbaux des réunions	
13.	Affaires nouvelles	
13.a	Facturation de l'eau pour Markstay	55
13.a.1	Taux pour l'eau et les égouts	56
13.b	Démission d'un conseiller	63
13.c	Équipement pour gymnase	72
14.	Travaux inachevés/projets en cours	
15.	Arrêtés municipaux	
15.a	Arrêté municipal 2024-29 Pour nommer un agent municipal chargé de l'application de la loi	73
15.b	Amendement de l'annexe E de l'arrêté municipal 2024-27	76
16.	Motions	
16.a	Participation aux conférences en 2025 et 2026	87
16.b	Limites de vitesse dans les zones de construction	88
17.	Avis de Motions	
17.a	Responsabilités et gages du Chef d'incendie et capitaines	89
18.	Addendum	
19.	Annonces et questions	
20.	Huis clos D'après la section 239 de la Loi sur les municipalités	
	Une réunion ou une partie de celle-ci peut se tenir à huis clos si l'une des questions suivantes doit y être étudiée :	
	a) la sécurité des biens de la municipalité ou du conseil local;	
21.	Reporting from Closed Session	
22.	Levée de la réunion	

From: [Paige Smith](#)
To: [Kim Morris](#)
Subject: Delegation speech
Date: Tuesday, October 15, 2024 6:00:00 PM

Hello, My name is Paige Smith. Today I am here speaking on behalf of the Markstay-Warren homesteading committee.

Today we would like to touch base on a few concerns that have been brought to our attention that could impede the creation of the new homesteading by-law. The three main things so far that have been mentioned are Manure and its impacts on smaller homesteads and how it could potentially effect the aquifer and water. Communicable diseases and how to prevent sick animals from spreading it, some were under the impression that farms have laws in place that require animals to be vetted regularly. Finally, overcrowding on smaller lots.

For the first point we will suggest that one of the conditions for homesteading will be either to have a composting unit for manure to keep it contained or to haul off property to a friends manure pile or to the dump. We discussed the possibility for the dump to include an area for compost moving forward. The dump can then in turn sell the compost by the truck load to contractors, gardeners, etc and it can double as an income opportunity for all of Markstay-warren. The Sudbury dump currently has a program like this in place and often times they are sold out. Currently we also have a university graduate looking into some scientific studies to show that manure can actually help create a healthy ground environment and healthy earth is less likely to cause issues with our water systems. In terms of decomposition of the manure the ground acts as a filter much like our septic systems, all rural residential lots in Markstay-Warren are on their own septic and well systems. Council will be urged to keep in mind the homesteading by-law and allowed use would be for residential-rural zoned areas not waterfront, residential, commercial or other types of zoning. Waterfront properties would be the biggest risk to contamination and the homesteading by-law wouldn't extended to this zoning. The current by-laws for zoning already protect properties zoned as solely Rural.

For the second point, disease. We have some members doing more scientific research on how smaller homesteads are actually the solution to this problem. Often times you have less of a chance bringing in these types of problems on a smaller scale operation than your typical factory farm and larger scale farming. Keep in mind to that disease is everywhere, be it from wildlife, other people, irresponsible farming, ect. This problem has always and will always exist, restricting and trying to shut down farming on smaller lots because of this lacks sense. As we know Markstay-Warren is already a farming community and most of us take bio-security very seriously. However, in the off chance that we get an irresponsible homesteader we should consider putting and including the existing animal care by-law into place. This will allow by-law and provincial animal welfare to enforce and put in orders to get any sick animals cared for by a vet which would greatly reduce the risk of illness and disease. As for the sale of consumable products, anything produced on a homestead is for the direct consumption of the homesteader and their family and should not be allowed for sale to the general public.

Lastly, overcrowding. This portion will take some time as it will need extensive research. As a

community we will need to figure out how many animals per acre, what species, whether or not to categorize certain animals together, if we should do animals weight per acre. This will be something that requires OFA input, surveys to the community, as well as research and scientific studies to determine what acreage can maintain what animals. We will also need to make sure rules are enforced in regards to appropriate shelter, food, water etc. All in all overcrowding is very much controllable if limits are put into place for smaller homesteads. There are already multiple rules and laws put into place on both the municipal and provincial level in regards to the proper care and treatment of animals which can be enforced if an irresponsible homesteader were to try and fit too many animals on a smaller parcel of land.

To conclude we have collectively come to the conclusion that the definition for homesteading should be as follows. "A lifestyle of self sufficiency." It is characterized by "Subsistence agriculture, home preservation of foods and may also involve small scale production of textiles, clothing, and craft work. Subsistence agriculture happens when constituents grow small scale crops, and raise livestock on small holdings of land to meet the needs of themselves and their families."

For today we collectively agreed to ask council to put the stay in place for enforcing the new animal control by-law in regards to the livestock portions only on all residential-rural lots until we can create the new homesteading by-law and allowed usages. Our petition spoke volumes, this is what Markstay-Warren wants. To honour our roots and have agriculture as a staple part of our community and to change the allowed usage on residential-rural plots. Homesteading is a lifestyle, much like religion and people that choose to live this way should have the opportunity to do so. These are things we have been doing since the beginning of time, and something our small communities have been losing in modernization. Families move here to offer their children a healthier lifestyle, food free of chemicals and preservatives, the benefits of responsibility and chores, the opportunity to know where their food comes from and how to appreciate the way things are processed naturally. As a committee we also ask that if council has any concerns about a homesteading by-law to please bring them forward so that we may address them and continue to research all aspects of what including this by-law and allowed usage may incur.

Thank you for your time council, if you have any questions I will answer the best I can in the absence of the committee.

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From: [Andrea Tarini](#)
To: [Kim Morris](#)
Subject: map and road closure application for council
Date: Tuesday, October 15, 2024 2:51:17 PM
Attachments: [2263_001.pdf](#)

Hi Kim, I am just resending my delegation request along with a map and application for road closures.

Can I get a delegation on to speak to council on the October meeting about the following:

1. declaring us a municipal event;
2. closing the roads:

We are looking to close to following from 5 pm till 6:30 pm on Saturday, November 30th:

Main and Millichamp (South of Millichamp)

Main and Pioneer Street East

Main at the top of the Main St North hill

Main and Church St (on the West side of Church)

Church at the Rink/Seniors Parking lot

3. We would also be asking for volunteers to hand out hot dogs and for garbage cans and road closures from Public Works.
4. And we would be asking to put lights on the ball diamond back fence in place of the tree in front of the post office since they don't work anymore, and we can't think of another town tree to decorate.

*Thanks
Andrea*

Andrea Tarini

Chief Building Official

Municipalities of French River, Killarney, Markstay-Warren and St.-Charles

Sudbury East Building and By-law Services (SEBBS)

705-507-1177

cbo@sebbs.ca

For Building Forms, Applications and other building related information:

www.sebbs.ca

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From: Do Not Reply <donotreply@stcharlesontario.ca>

Sent: October 15, 2024 3:01 PM

To: Andrea Tarini <cbo@sebbs.ca>

Subject: Attached Image

Schedule "A"

Special Event Road Closure Application

Note: Applications must be submitted 2 weeks prior to the event to the Clerk's office at the Municipality Office.

Name of Applicant: Markstay Santa Parade Committee

Email of Applicant: andrea1tarini@hotmail.com

Phone Number: 705-920-1110

Estimated # of Participants: 300 ppl.

Date of Event: November 30, 2024

Description of the Special Event:
13th Annual Markstay Santa Claus Parade.

The proposed road closure will begin on Nov 30/24 at 5³⁰ am (pm) and finish at 6:30 am/pm on Nov 30/24.

The proposed roads to be closed include (describe or attach map or sketch)
See attached map.

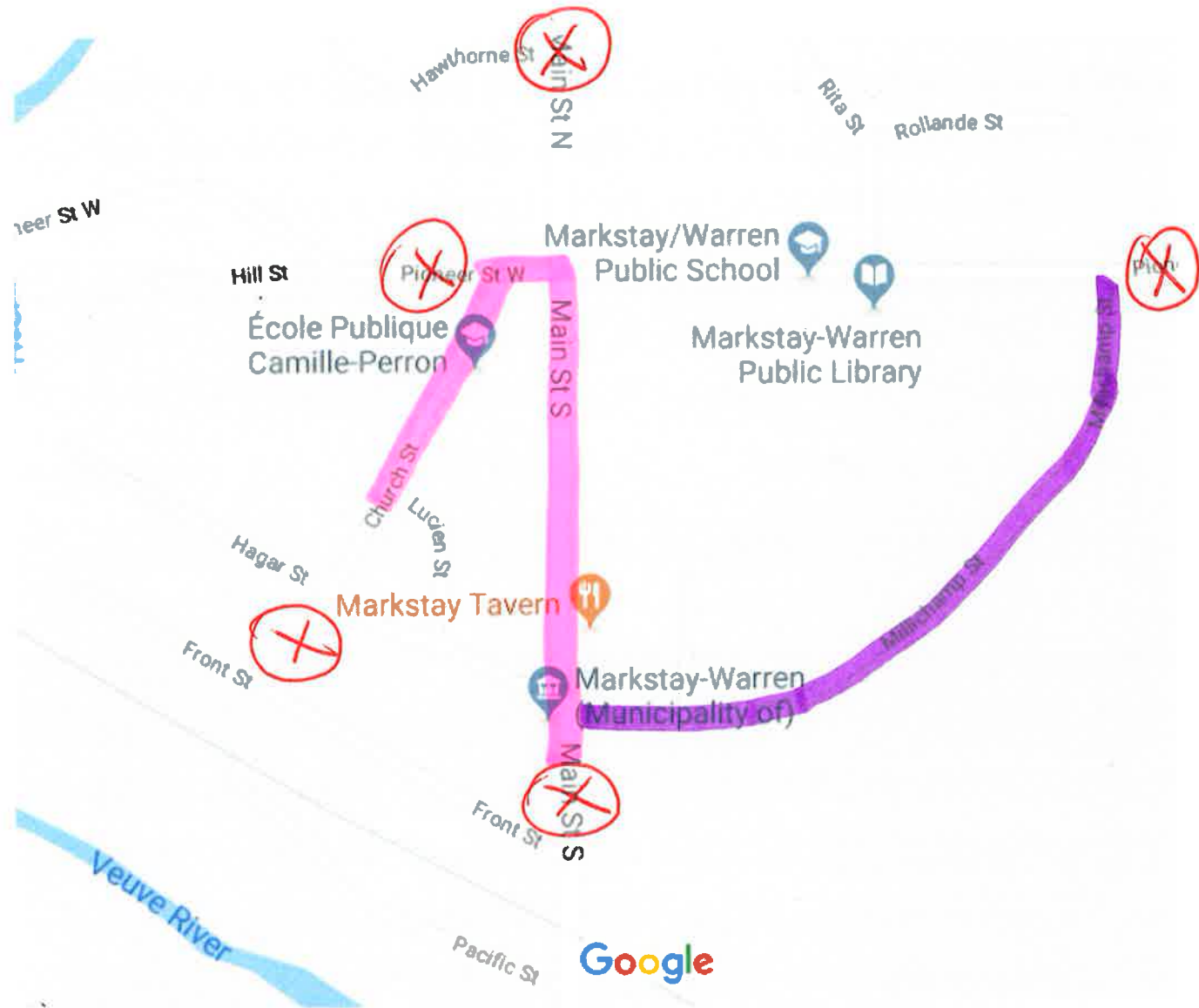
Crowd control Plan: Describe provisions that will be in place to ensure the anticipated participants and audience does not become unruly and remain in the designated area, i.e. inside barricades, out of traffic, on sidewalks not crowding etc.




- Barricades will be placed at all road closures
- volunteers will man the barricades and control the parade
- dangerous turns will be well marked to keep crowds back.

Impact to Adjacent Properties: Describe how impacted property owners will be notified/ consulted regarding planned road closure.

- Letters alerting property owners will be delivered by committee members. Letters will include contact information to answer questions.

Markstay
Janta Parade, Nov 30, 2024 5:30pm - 6:30pm.



-  - parade route
-  - marshalling area.
-  - road closure.

P12092

Markstay Reunion

July 26th, 2025

Our committee:

About us:

Lorna Laforest: former resident from (1960 to 2020)

Still have two daughters who call Markstay home, and I am here often.

Cindy Bertrand Frewan: (former resident) But still calls Markstay home. Her Parents still reside here. She is here summers as she has a camp here.

Bonnie Bertrand: She still lives here and is one of our Pioneer residents.

Ben Demore: Lived in Markstay 1957-2015. Still continues to be a Markstay taxpayer and still considers Markstay home.

We have asked to be added to the agenda as a courtesy to the Mayor and council who take care of the Town to fill you in on an event we are going to have next summer (2025).

We have decided to put on a Markstay Reunion. To unite our past and our present residents of Markstay, in a one-day event, filled with entertainment, refreshments, food, conversation and a walk down memory lane.

We are aware of the demographics and name changes through the years, and we are not here to dispute or disrespect them in any way, but we are calling it the Markstay Reunion.

EVERYONE is welcome. Hopefully, we can make everyone feel like this is their hometown too!

Invitations will be sent out as soon as possible. We plan on contacting as many as possible, as follows: with the help of family and friends and by way of social media, by sending out flyers in the mail and announcements in the Markstay Newsletter, which by our understanding is resuming production.

We will also be reaching out to all residents, past and present, to submit any items of interest or keepsakes to display on our Table of Memories.

We will be inviting people to speak, young and old, and will also invite anyone who may have exciting stories to share with us as well.

We are going to reach out to the schools, the Fire Dept., Seniors and churches to participate as well, in any capacity.

We plan to rent the Out Door Rink for the event. It will be held on Saturday July 26th, 2025. But would hope to be able to set up on the evening of the 25th. We also would like to be given permission to come in on Sunday the 27th to clean.

We will ensure that the place will be kept clean throughout the event. We will also have plenty of Porta Potties on site.

We of course will raise money for the expenditure of the event.

We are not aiming to make a profit, but any money we make over and above our expenses will be donated to a project in and for the town of Markstay. This project can be discussed later.

We will also be looking for volunteers for everything and in every capacity.

We are now asking to receive the support and blessing of the Mayor and Council with this endeavor.

Thank you for your time tonight!

October 2024,

Good evening CAO, Mayor and Council, and members of the public,

The Markstay-Warren Public Library is thrilled to share the great news!

As you are aware, in August we were nominated for a community impact award through the Sudbury Chambers of Commerce. Votes were cast and we won!!! On October 1st, we accepted this incredible award in thanks to our outstanding community. Myself, Pamela and staff Vanessa attended in Noëville at the Backstreet Gallery to accept the award and were honoured Mayor Steve and Deputy Mayor/Library Council Designate Rachelle were a part of this exciting evening.

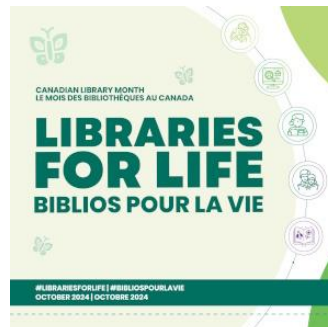
This is a testament of the hard work and dedication of staff, board members and council who value and put the needs of their community first.

Important Announcement: October marks Ontario Public Library Month and we invite everyone to drop-in for a cool treat dessert Tuesday, October 22nd in Warren and Wednesday, October 23rd in Markstay. Follow us on Facebook to stay up to date on services, events and activities offered.

To further add to the excitement, we have now been nominated for a Canadian Choice Award as well. I will add the link below should you believe in the library and want to nominate us.

Thank you, Merci,
Pamela Kelly, CEO
Bibliothèque Publique De Markstay-Warren Public Library

https://canadianchoiceaward.ca/nomination/?utm_source=email&utm_medium=bravo&utm_campaign=sharingurl&shareurl=kRn8Sh1TNuYjKFp7Pb9s





Service d'Incendie **Markstay-Warren** Fire Department

P.O. Box 79, 21 Main Street South, Markstay, Ontario P0M 2G0
Tel (705) 853-4536 853-4666 Fax (705) 853-4964

Markstay-Warren Fire Department Activity Report January to September 2024

Calls For Service:

Inc. # 24-01	Jan. 02/24	MVC
Inc. # 24-02	Jan. 09/24	Public Assist
Inc. # 24-03	Jan. 11/24	Structure Fire
Inc. # 24-04	Jan. 24/24	Public Assist
Inc. # 24-05	Jan. 15/24	MVC
Inc. # 24-06	Jan. 29/24	Activated CO Alarm
Inc. # 24-07	Feb. 15/24	MVC
Inc. # 24-08	Feb. 17/24	Activated Alarm
Inc. # 24-09	Mar. 07/24	Vehicle Fire
Inc. # 24-10	Mar. 12/24	Burning Complaint
Inc. # 24-11	Mar. 14/24	Bush (Brush Pile)
Inc. # 24-12	Mar. 19/24	MVC Kukagami Lk Rd. (Unincorporated Twp)
Inc. # 24-13	Mar. 31/24	MVC
Inc. # 24-14	April 03/24	Structure Fire (Chimney)
Inc. # 24-15	April 09/24	Bush/Grass Fire West Nipissing (Auto Aid) No Response
Inc. # 24-16	April 10/24	Activated Fire Alarm
Inc. # 24-17	April 20/24	MVC
Inc. # 24-18	April 21/24	Hydro Line Down
Inc. # 24-19	April 25/24	Lift Assist EMS
Inc. # 24-20	April 27/24	MVC
Inc. # 24-21	April 29/24	Transformer Arching
Inc. # 24-22	May 16/24	Structure Fire
Inc. # 24-23	May 22/24	MVC
Inc. # 24-24	June 06/24	Burning Complaint
Inc. # 24-25	June 09/24	Hydro Line Down
Inc. # 24-26	June 10/24	Activated Fire Alarm
Inc. # 24-27	June 22/24	Smoke Showing Hwy 17
Inc. # 24-28	July 02/24	MVC
Inc. # 24-29	July 03/24	Activated CO Alarm
Inc. # 24-30	July 07/24	Public Assist
Inc. # 24-31	July 10/24	MVC
Inc. # 24-32	July 12/24	Smoke Showing Labelle Rd
Inc. # 24-33	July 13/24	Activated CO Alarm
Inc. # 24-34	July 15/24	MVC Kukagami Lk. Rd (Unincorporated Twp)
Inc. # 24-35	July 23/24	Activated Fire Alarm
Inc. # 24-36	Aug 02/24	Activated Fire Alarm
Inc. # 24-37	Aug 07/24	Bush Fire Matagamasi Lk Rd (Sudbury)
Inc. # 24-38	Aug 13/24	Activated Fire Alarm
Inc. # 24-39	Aug 24/24	Smoke in Home Curry Point
Inc. # 24-40	Aug 27/24	MVC
Inc. # 24-41	Aug 27/24	MVC
Inc. # 24-42	Aug 31/24	MVC Kukagami Lk Rd. (Unincorporated Twp)
Inc. # 24-43	Aug 31/24	Bush Fire Matamagasi Lk Rd (Sudbury)
Inc. # 24-44	Sept 04/24	Activated Fire Alarm
Inc. # 24-45	Sept 13/24	MVC
Inc. # 24-46	Sept 16/24	MVC
Inc. # 24-47	Sept 17/24	Structure Fire
Inc. # 24-48	Sept 17/24	MVC
Inc. # 24-49	Sept 20/24	Activated CO Alarm



Service d'Incendie **Markstay-Warren** Fire Department

P.O. Box 79, 21 Main Street South, Markstay, Ontario P0M 2G0
Tel (705) 853-4536 853-4666 Fax (705) 853-4964

Inc. # 24-50 Sept 22/24 MVC
Inc. # 24-51 Sept 22/24 Burning Complaint

In 2023 AT THE END OF SEPTEMBER WE RESPONDED TO 52 INCIDENTS

Prevention Activity:

The Prevention Inspection and Enforcement Team assisted Killarney Fire Service in February. This is in respect to our agreement with the Municipality of Killarney to provide inspection services with their Fire Chief. Two Prevention Officer attended the Fire College online and virtually to continue their Certification Training (Fire and Life Safety Office NFPA 1035)

The Prevention Team had one (1) meeting in April. The meeting was regarding school drills and inspections. Also setting up the inspection lists for 2024 in both Markstay-Warren and Killarney.

Prevention Officers and Team members will be conducting School drills on May 14, 2024, and on May 22, 2024. These meets are requirements for annual school drill practices.

The Prevention and Public Educators attended the Markstay Fun Day Fair, they set up a booth and met with the public and gave fire safety messaging and promoted the Fire Smart Program with hand outs and plenty of prizes.

Prevention Officers and Team members attend the Markstay Public School Fun Day on May 29, 2024, they provided an opportunity for the students and parents to visit the booth and trucks. The team answered many questions regarding fire safety and how equipment and trucks work. They also have handouts for the participants. They were also invited to attend at the French Public School, Camille Perron. Unfortunately, the temperatures were extreme that week and the event had to be cancelled.

The Prevention and Public Educators attended the Warren Agricultural Fair, they set up a booth and met with the public and gave out fire safety messaging and promoted Home Fire safety with hand outs and swag.

The prevention team has been using social media to send public safety messages. We will also continue to use social media in the future for public safety and information messages.

Training Activities:

All Stations Meet Tuesday Nights

Jan.	Week One	Driver Training (Theory)
	Week Two	Driver Training (Practical)
	Week Three	Driver Training (Practical)
	Week Four	Driver Training (Practical)
Feb.	Week One	Pre Incident Planning (Theory)
	Week Two	Pre Incident Planning (Practical)
	Week Three	Pre Incident Planning Ops (Practical)
	Week Four	All Station Training WHMIS (Online)
Mar.	Week One	PPE Search Rescue (Theory)
	Week Two	PPE Search Rescue (Practical)
	Week Three	PPE Search Rescue (Practical)
	Week Four	PPE Search Rescue (Practical)
April	Week one	Chapter 09-Structural Search (Theory)
	Week Two	Chapter 09-Structural Search (Practical)
	Week Three	Chapter 09-Structural Search (Practical)
	Week Four	Chapter 09-Structural Search (Practical)



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May	Week One	Wildland Fire ops (SP103) (Theory)
	Week Two	Wildland Fire ops (SP103) (Practical)
	Week Three	Wildland Fire ops (SP103) (Practical)
	Week Four	Wildland Fire ops (SP103) (Practical)
June	Week One	Chapter 15 Fire Hoses (Theory)
	Week Two	Chapter 15 Fire Hoses (Practical)
	Week Three	Chapter 15 Fire Hoses (Practical)
	Week Four	Chapter 15 Fire Hoses (Practical)
July	Week One	Chapter 23 HazMat (Theory)
	Week Two	Chapter 23 HazMat (Practical)
	Week Three	Chapter 23 HazMat (Practical)
	Week Four	Chapter 23 HazMat (Practical)
August	Week One	Chapter 17 Pump Ops (Theory)
	Week Two	Chapter 17 Pump Ops (Practical)
	Week Three	Chapter 17 Pump Ops (Practical)
	Week Four	Chapter 17 Pump Ops (Practical)
September	Week One	Incident Command (Theory)
	Week Two	Incident Command (Practical)
	Week Three	Incident Command (Practical)
	Week Four	Incident Command (Practical)

Additional Training Sessions:

Annual First Aid Training

January 27, 2024

As per the regulation to be certified first aid we conducted a course in January capturing not only new recruits but those who needed to be re-certified. The course was a blended model both online self-directed and in class practical, this model allows for more flexibility for the students who all have full time careers. We conduct a class mostly every year capturing those who require re-cert, if required.

February 2024

In February we began our New Recruit Program. This program is now focused on the NFPA 1001. All new recruits are going to be certified firefighters within four months from the time they start the program. Along with the new recruits there is one firefighter that would be eligible to take the opportunity to gain the certification. These training sessions are conducted during the Tuesday night regular training sessions and some Saturdays/Sundays where necessary for the practical skills portions. The practical session scheduled to take place at our training center at Station #1 starting March 09th

Along with our Firefighters we will be also hosting Killarney Volunteer Firefighters and The City of Elliott Lake Firefighters, they are also working towards NFPA 1001 Level I Certification

March 2023

New Recruit Certification process has begun and will end at the end of June with Provincial Testing.

Additional Meetings:



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Training Team Meeting	March 10, 2024
Officers/Fit Meeting	April 08, 2024
Prevention Team meeting	April 24, 2024
Officers/Fit Meeting	June 04, 2024
Officers/Fit Meeting	July 18, 2024
Training Team Meeting	Sept. 04, 2024

New Training Prop

On March 10th members of the training team met at the training center to get orientated with the new live fire prop. There were additional personnel for safety as it was a live fire event. This training and prop will greatly enhance our Firefighter Training regarding live fire training.

NFPA 1001 Firefighter Level I Certification

We have started our FFI training and certification. The training is supported by a signed **Learning Contract** with the Ontario Fire College (OFC). This allows us to do in house training supported by an instructor remotely at the OFC. When all training material has been approved and supported by the college. Each student has received a personal code from the college to access the site and conduct the at home assigned work (Theory) and submit it to the instructors. The Markstay-Warren Instructor Team provides all the Practical instruction to our Firefighters at our training center at Station #1.

This group will be complete at the end of June, with their Provincial Test was conducted (By the Province) on June 23, 2024. This includes an hour, and half written test monitored by a Provincial Proctor, then a set of practical skills they must complete. We have been highly successful in our attempts to certify our members; we are 98% successful with all programs to date. Also, with Killarney Volunteer Fire Service.

Cambrian College Pre Fire Service Students

After a very collaborative discussion regarding the partnership agreement with Cambrian College in 2023 we have been successful in securing a five-year agreement with an option to extend it for another five years. This agreement allows for increases every year of 2% plus CPI. I am incredibly happy with the new arrangement and am looking forward to this partnership.

On May 20, 2024, the Cambrian students started their practical skills exercises at Station #1 Training Center. These sessions were for ten (10) days and incorporated Station #1 Training Center, Station #3 and the Water Tower.

Killarney and the City of Elliot Lake Training Opportunity

Throughout the spring of 2024, the members of the Markstay-Warren Training Team have been providing NFPA 1001 Firefighter Level I Certification instruction to Killarney Volunteer Fire Department and the City of Elliot Lake Fire Service. This has been a collaborative effort and has proven beneficial to all parties. The training is based on the mandatory training certification legislation implemented on July 01, 2021. The teams will work out scheduling and limits.

Alternative Fuel Vehicles Training for Emergency Responders

At the beginning of July, the Fire Marshal sent a communique to all Departments regarding free access to NFPA AFV training. This online training usually has a cost to it, but the Council of Canadian Fire Marshals and Fire Commissioners signed an agreement to provide all First Responders with free access. Our team will access the training all as individuals and at their own time and pas.

This training is valuable and timely as we see more and more EV and Alternative fuel vehicles on our roadways.

Fire Chief/CEMC Mark Whycott

Staff Report – Public Works

Capital Projects

Markstay Streets Revitalization Project

Stop construction date is fast approaching (October 30) and project completion is moving ahead swiftly.

Front, Lucien, Hagar and Church St. have been paved. Clean up of the shoulders is taking place through the week of Sept. 10. 2024

Millichamp ran into bad ground. The material under the roadway is classified as a pumping soil which brings up clay material and water through the road surface. This was clearly visible on the road as the base was compacted. RV Anderson sent out a road engineer to evaluate the severity of the problem and suggested the addition of geogrid and geomesh as well as increasing the depth of B gravel to provide sufficient structure to the road to sustain truck traffic (i.e. garbage trucks, fire trucks, snow plows). A large section of bedrock near the Main St. Intersection also had to be removed. The added cost is within the contingency portion of the contract. Paving is expected to be completed by October 25th if everything progresses as expected. Paving will take place on the week of October 14th with final clean up of shoulders into the following week.

Work on the streets project will resume after half load is removed next year (Typically Mid May to June). The streets completed this year included the two streets requiring reconstruction. Next year's paving will not be as involved as the reconstruction of Millichamp.

Playground Installation

Playground equipment was scheduled to be installed in Warren as well as in Hagar at the existing parks. Markstay's crews performed the excavation.

We ran into a few problems as there was a miscommunication with the installer regarding the construction of the concrete pads. Pads were constructed by GIP based on specifications that they would be buried. The large pad in Warren as a result is rough.

I spoke with the installer and while the roughness is not ideal, they can work around the roughness.

This project highlighted a few issues we have in our planning process, in particular with interfacing with multiple contractors.



-
- Equipment lists were not clear
 - Scope of work at every stage had issues with communication
 - The municipality does not make it's own drawings. Drawings provided did not provide for adequate specifications regarding the type of concrete or tolerances for the multiple pads.
 - The municipality was the constructor in this project. There were challenges maintaining fencing around the structures while the work was being completed. The fencing which was used by the municipality does not meet the requirements for construction projects and will need to be revisited for future projects.

These challenges highlighted some systematic changes which were in process.

There are currently a few defects which we are in progress with the manufacturer for correcting.

- One of the wooden side rails were damaged in shipping. The edges were rounded to make them safe and a replacement is on it's way.
- An issue was identified for the balance beams where the end post was excessively wobbly. This is largely because the posts are adjustable and have some play. The manufacturer is shipping us a set of support posts for the two end posts to correct the issue. The lags on one of the posts also came loose. Based on the videos of individuals stressing the post to show how much play there was, this was sufficient for loosening lag bolts. These will be re-seated when the supports are installed.
- Some of the swing hardware at the Warren Park came loose. I am currently investigating if this is an issue with the construction or assembly. This will be checked and corrected on both sets of swings.

Maintenance

Culverts

- Culvert maintenance has been progressing.

Municipal Drains and Beavers

- 47 beavers trapped and removed in 2024. Very high beaver activity this year.
- 2 areas with plugged culverts requiring excavator for clean out
 - Jean Road (1 of 2 culverts) – Has since been rectified using a back hoe. The road began undermining as flow diverted past the culvert making this an emergency correction. The end of the culvert was bent during the un plugging process.
 - Lacoste Road (Muscrats have been damming the culverts)
- Part of October and November activities will be to clear out all culverts and monitor for / trap beavers to avoid blocked major culverts in spring



Roads

- Calcium was applied through July
- Results of the gravel tender are expected for this meeting
 - Materials due from last year's contract are to be delivered in October this year to complete the lift on those roads. The quantity due to Warren yard has been delivered. The quantity to Marktay Yard is being delivered as of October 9th. The material will be placed on the identified roadways and graded.
- Road complaints
 - East side of the village has been quiet with complaints
 - West side issues are centered around Ratter Lake and Nepawassi Lake Road
 - Jean road was never completed during the spring washout. This road is critical priority. Gravel has been added to the road and some grading has taken place. Brushing is still required.
 - 3rd concession – seasonal portion requires topping where the grader ripped out some of the road base timbers. Some material has been added to the affected areas.

Locates

This year has been very challenging with locate requests. Considering multiple highways and roadways being constructed across our infrastructure, almost the entire municipality required location services. We currently have 1 individual on staff capable of interpreting existing drawings and marking the locates. Our current system does not have consolidated information and requires a lot of interpretation.

I have started investigating locate services which could allow for us to offload some of this work to a third party. This does require us to have complete maps and a ticketing system to track the work for our records.

Ontario One Call Locates are a requirement by law and it is illegal for us to charge the locate requester for the locating service.

Vehicle Maintenance

Annual inspections and certifications have started and all trucks are expected to be complete by the end of October. 3 units have been completed and the 4th unit is expected back prior to this meeting.

Training

Grader Training

5 employees completed grader training which consisted of an in class portion as well as an in seat portion on our roads dealing with our problems. The students found the course informative and



indicate it has helped them understand how to achieve the results they are looking for more efficiently. This comes at the perfect time as we prepare the roads for the winter season.

Working Hours

The compressed schedule for Public Works is ending after the week of September 30th to prepare for the winter season.

Bylaw Policy and Updates

Outstanding Changes

New Requirements

Road Requests

The road request process according to our policies allow a very basic application process where the resident requests a change of the road to the Manager of Public Works and a quick evaluation is performed. Constructing roads is expensive and intensive and must be done to a certain specification. It appears there is an expectation that over the course of one meeting a request can go to a clear go. There should be 2 stages to a road request as a result of the amount of work required in the planning phase. There also must be a clear understanding of cost coverage.

Road requests may take a few forms:

1. As part of a subdivision: The developer builds the roads and infrastructure to our specifications and requests the town to take over maintenance of the road
2. Privatization of a road: An individual along a road requests to close an unmaintained road. This is typically accompanied by a request to deed the land back to the property owners. This may cause property to be land locked and carries legal ramifications.
3. Request to build a road on existing municipal easement: This is for roads that form part of other people's property where the municipality may have an easement, or across crown land where the crown wishes to turn part of the land over to the municipality. In this case the municipality is the Owner of the project and must manage any construction.

Maintenance along easements

We will need to put in place a bylaw outlining the expected maintenance for property owners along the town easement. We currently do not have a bylaw covering this aspect.

Current practise is to cut the lawns and ditches in some areas and not in others. Where the land is public, the municipality typically trims the ditches a few times per year in town and once a year in some of the more open areas. We perform brushing on a less frequent basis and we currently have a lot of areas still grown in.



This bylaw will set out the frequency required for this activity.

Ronny Theiss P.Eng.
Manager of Public Works
Municipality of Markstay-Warren
Phone: 705-853-4536 ext. 208
Email: rtheiss@markstay-warren.ca





Sudbury East Building and By-law Services (SEBBS)

Report for the Consideration by Council

*Shared Services in the Municipalities of French River, Killarney, St.-Charles, and
Markstay-Warren*

2024 Third Quarter Report

OBJECTIVE To update Council on the initiatives and activities of the Bylaw Department

BACKGROUND:

The quarterly activity report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Bylaw Services department to Council and ratepayers.

ANALYSIS:

The Bylaw Service Department upholds the bylaws governing our municipality and works to identify problems within our current by-laws and present solutions and revisions to Council. Highlights of activities are included within the report.

MUNICIPAL LAW ENFORCEMENT REPORT

Information Regarding By-law Enforcement and Reporting

- In Q4, SEBBS will be conducting a survey to gauge public interest in allowing backyard hens on various property types across the municipality. The results of this survey will be compiled and reported back to council for further consideration and decision-making.
- In Q3, the enforcement team reintegrated into the community while actively working on solutions for responsible animal ownership (RAO). Through public meetings and speaking with residents, we gathered valuable feedback to complete the RAO by-law

Training/Conferences/Certification

- The Manager of SEBBS attended the MLEOA Annual Training Seminar, participating in courses on cognitive interviewing techniques and the enforcement of the Dog Owners' Liability Act (DOLA). This training enhances enforcement capabilities and supports effective management of animal-related incidents within the municipality.

COMPLAINTS BY CATEGORY:

Complaints <small>*Only formal complaints are tracked*</small>	Q1	Q2	Q3	Q4	2024
Animal	-	2	5	-	7
Noise Control	-	-	-	-	-
Property Standards	-	4	10	-	14
Traffic Control	-	-	-	-	-
Open Burning	-	1	-	-	1
Snow Removal	-	-	-	-	0
Zoning	-	-	1	-	1
Other*	-	3	-	-	3
GRAND TOTAL	-	10	17	-	27

*Other represents any by-law categories not included in the rest of the table. e.g. STR, signage, etc.

Respectfully Submitted by:

Kevin Benvenuti
Manager of By-Law Services

Approved by:

Andrea Tarini
SEBBS Director

Municipality of Markstay-Warren

Building Controls and Bylaw Department
For Consideration by Council

RE: Building and Bylaw Report
Third Quarter 2024

OBJECTIVE: To update Council on the initiatives and activities of the Building Control and Bylaw Department.

BACKGROUND:

The quarterly activity report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Building Controls and Bylaw Services to Council and ratepayers.

ANALYSIS:

The Building Controls Department is responsible for administering and enforcing the Ontario Building Code Act and its Regulations and the Zoning By-law. This is done through plans examination, issuing the appropriate building permits and conducting site visits at various stages of construction. The Bylaw Service Department upholds the bylaws governing the municipality. Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- **Ensure Community Safety**
- **Ensure timely knowledge of policies, By-Laws, and Building Controls**
- **Provide personalized and efficient customer service**

Respectfully submitted by Andrea Tarini – Director of SEBBS/ Chief Building Official

BUILDING CONTROLS DEPARTMENT REPORTING

Training, Conferences/Meetings, and Highlights for this quarter

The CBO attended the Northern Lights Chapter Meeting in Sudbury where we discussed CSA standards for welding and procedures for placing orders on title.

The CBO attended AMTS (Annual Meeting and Training Session) for the Ontario Building Officials Association Conference in London, Ontario. Topics discussed included: Changes to the 2024 Ontario Building Code that including alignments with the National Building Code, protection of Municipal Sewers, how to build a better accessible washroom, radon mitigation, and review of legal cases brought against building departments across the province.

BUILDING PERMITS ISSUED YTD COMPARISON (Jan 1 – Sept 30)

Type of Permit	2024 Permit Information		2023 Permit Information		2022 Permit Information	
	Permits Issued	Construction Value	Permits Issued	Construction Value	Permits Issued	Construction Value
<u>Residential Construction</u>						
New Building Construction	12	\$3,421,280	6	\$1,553,420	8	\$1,541,520
Secondary Dwelling	0	\$0	NA*	-	NA*	-
New Accessory Structure	13	\$585,920	14	\$596,240	4	\$407,000
New Accessory Structure with plumbing	0	\$0	NA*	-	NA*	-
Install/Erect/Replace	5	\$92,520	21	\$201,397	6	\$67,086
Renovation/Alter/Repair	17	\$1,106,907	17	\$336,185	11	\$186,000
Renovation/Alter/Repair with plumbing	0	\$0	NA*	-	NA*	-
Demolish	1	\$1,000	3	\$5,000	3	\$17,000
Addition	2	\$45,066	4	\$189,000	4	\$161,480
Addition with plumbing	0	\$0	NA*	-	NA*	-
Siding	0	\$0	NA*	-	NA*	-
Weeping tile	0	\$0	NA*	-	NA*	-
Total Res. Construction	50	\$5,252,693	65	\$2,881,242	36	\$2,380,086
<u>Other Construction</u>						
Commercial	0	\$0	1	\$2,000	0	\$0
Industrial	0	\$0	1	\$50,000	0	\$0
Government/Institutional	3	\$196,500	0	\$0	0	\$0
Total Other Construction	3	\$196,500	2	\$52,000	0	\$0
Total Construction	53	\$5,449,193	67	\$2,933,242.00	36	\$2,380,086
Building Permit Fees		\$60,546.87		\$35,976.80		\$29,266.52

NA* = this information was not tracked

PERMIT STATS BY QUARTER

Type of Permit	1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter	
	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value
Residential Construction	4	\$234,807	33	\$4,526,686	13	\$491,200	-	-
Commercial	0	\$0	0	\$0	0	\$0	-	-
Industrial	0	\$0	0	\$0	0	\$0	-	-

Government/ Institutional	0	\$0	2	\$190,000	1	\$6,500	-	-
Total Construction	4	\$234,807	35	\$4,716,686	14	\$497,700	-	-
Building Permit Fees YTD	\$2,828.07		\$51,141.80		\$6,577.00		-	

BUILDING CONTROLS STATISTICS

Item	Q1	Q2	Q3	Q4	2024 Year to Date	2023 Total	2022 Total	2021 Total	2020 Total
Applications	6	42	10	-	58				
Permits Issued	4	35	14	-	53	82	49	82	58
House Permit - Average working days to issue	NA*	NA*	10	-	NA*				
Actual House Building Permits issued	4	33	13	-	50	78	48	82	56
Small Building - Average working days to issue	0	6	6	-	6				
Actual Small Building Permits issued	0	2	1	-	3	4	1	0	2
Large Building - Average working days to issue	0	0	0	-	0				
Actual Large Building Permits issued	0	0	0	-	0	0	0	0	0
Complex Building Average working days to issue	0	0	0	-	0				
Actual Complex Building Permits issued	0	0	0	-	0	0	0	0	0
Total Inspections	NA*	NA*	79	-	NA*				

***Complete information is not available and therefore numbers are not reported.**

- Inspections include, but are not limited to, preconstruction site inspection, footings, foundation, drainage/weeping tile, concrete slab, plumbing rough-in, framing, insulation, vapor/air barrier, heating, occupancy, fire protection, final inspection.
- Average working days to issue a building permit are a measure of the service level of the building department. The Ontario Building Code prescribes the maximum time allowable to issue a building permit once the application is complete. House permits are to be issued in 10 business days, Small and Large Buildings are to be issued in 15 business days. Complex buildings are to be issued within 30 days.

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
FINANCE COMMITTEE MEETING**

September 10th, 2024

5:30 pm

Markstay Council Chambers

21 Main St. South, Markstay

AGENDA

1. Opening Remarks and call meeting to order at 5:30 pm

Motion to open the meeting.

Moved by John Nipius

Seconded by Rachelle Poirier

CARRIED

2. Roll Call

Steven Olsen, Chair

Rachelle Poirier

John Nipius

Jim Putman

Staff John Groulx, Assistant Treasurer

Kim Morris, CAO/Clerk

**3. Disclosure of Pecuniary Interest and General Nature
Thereof**

n/a

4. Adoption of Agenda

Motion to approve the agenda as amended.

Moved by John Nipius

Seconded by Rachelle Poirier

CARRIED

5. Approval of July 9th meeting minutes

Motion to approve the July 9th meeting minutes.

Moved by John Nipius

Seconded by Jim Putman

CARRIED

6. New Business

1. Monthly Cash Disbursements Report - July and August

John presents the cash disbursements report for July and August.

He also answered the questions from members of the committee.

2. Quarterly Budget Variance Report

The first report will be brought to the October meeting.

3. Insurance RFP

Will be circulated when it is ready.

4. Other

7. Date of next meeting

The date for the next meeting is set for October 8th, 2024, at 5:30 pm in Markstay.

8. Adjournment

Motion to adjourn at 6:40 pm.

Moved by John Nipius

Seconded by Jim Putman

CARRIED

MINUTES

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
REGULAR COUNCIL MEETING
FOR THE TERM OF 2022-2026**

**MONDAY, JULY 15TH, 2024 @ 7:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South, Markstay, ON**

1. Opening Remarks and call meeting to order

Mayor Olsen welcomed everyone in attendance and performed land acknowledgement.

2024-133

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council opens the Regular Council Meeting at 7:00 pm.

CARRIED

2. Land acknowledgment

3. Roll Call

Mayor: Steven Olsen

Councillor Francine Bérubé
Rachelle Poirier
Kirk Raymond
Laura Schell

Staff: Kim Morris, CAO/Clerk
Ronny Theiss, Manager of Public Works

4. Approval of the Agenda

2024-134

There was discussion as to 13e as it should go to the Public Works Committee prior to being presented to Council.

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council accepts the agenda as amended.

5. Disclosure of Pecuniary Interest and General Nature Thereof

6. Petitions and Delegations

- 6.a) JP Daoust
- 6.b) Economic Partners

7. Public Inquiries

1) Maurice Turcot, Warren

Road projects/infrastructure is to be inspected every two years. Is this done?
There has been no action regarding work on bridges and culverts. Will this be referred to the Public Works Committee?

2) Rob Rainville, Warren

Why did Council raise the taxes by 12%?
The Mayor provided some explanation and referred him to the website where the details are outlined.

3) Cliff Gainsford, Markstay

He heard that the Municipality had hired a mechanic but that he quit.
The Municipality did have a posting but there was no successful candidate.

8. Reports from Committees, Municipal Officers, Department Heads

9. Consent Agenda

- 9.a) Adoption of Minutes

That the following minutes be adopted:

- 1. Recreation Committee Minutes - Feb. 13, 2024
- 2. Finance Committee Minutes - June 11, 2024
- 3. Regular Meeting of Council Minutes - June 17, 2024
- 4. Landfill Committee Minutes - March 21, 2024
- 5. Public Works Committee Minutes - May 16, 2024
- 6. Special Meeting of Council Minutes - June 24, 2024
- 7. Special Meeting of Council Minutes - June 27, 2024

2024-135

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council approves the Consent Agenda as presented.

10. Routine Management Reports

- 10.a) Cash Disbursements

2024-136

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council accepts the Cash Disbursements Report for the month of June as present.

CARRIED

11. Correspondence for Council's information only

1. Manitoulin-Sudbury District Services Board
 - a. None
2. Sudbury East Planning Board
 - a. None
3. Public Health Sudbury and District
 - a. None
4. Municipal Property Assessment Corporation (MPAC)
 - a. POWER POINT
5. Sudbury East Municipal Association (SEMA)
 - a. None
6. Association of Municipalities of Ontario
 - a. None

12. Business Arising from Meeting Minutes

13. New Business

13.a) Complaint Policy Draft

13.b) Service Line Warranties of Canada Program

13.d) Pregnancy and/or Parental Leave Policy

#2024-137

Moved by: Kirk Raymond

Seconded by: Laura Schell

THAT Council adopts the Pregnancy and/or Parental Leave Policy as presented.

CARRIED

13.f) August Meeting

#2024-138

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council directs staff to remove the August Regular Meeting of Council from the meeting calendar.

CARRIED

13.g) Grants Received

14. Unfinished Business / Ongoing Projects

15. By-Laws

15.a) Parkland Dedication By-Law

#2024-139

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council performs the 1st and 2nd reading of proposed By-Law 2024-25.

CARRIED

#2024-140

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council performs the 3rd and final reading of proposed By-Law 2024-25.

CARRIED

15.b) Confirmation By-Law

#2024-141

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council performs the 1st and 2nd reading of proposed By-Law 2024-26.

CARRIED

#2024-142

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council performs the 3rd and final reading of proposed By-Law 2024-26.

CARRIED

15.c) By-Law to Establish Service Charges and Fees

#2024-143

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council performs the 1st and 2nd reading of proposed By-Law 2024-27.

CARRIED

#2024-144

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council performs the 3rd and final reading of proposed By-Law 2024-27.

CARRIED

15.d) By-Law to amend By-Law 2024-16 AMPS

#2024-145

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council performs the 1st and 2nd reading of proposed By-Law 2024-28.

CARRIED

#2024-146

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council performs the 3rd and final reading of proposed By-Law 2024-28.

CARRIED

16. Motions

16.a) Motion re-billing for motor vehicle accidents

2024- 147

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT all Hwy 17 accidents requiring the assistance of the fire department be billed through the car owners' insurance with the exception of local residents. The fee for local residents can be charged to MTO. This is for the purpose of not double dipping.

All billing has to be processed by the Municipal office whether it is through insurance or MTO and not through the fire department

DEFEATED

16.b) Motion to request to NORDS to pave roads

2024-148

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council request to Northern Ontario Resource Development Support to pave roads (free of charge to our Municipality) that are being used to retrieve gravel from these pits and quarries. The damage that is being done to these roads by the trucks that are carrying loads of gravel is taxing to our Municipality. Requiring constant grading and repairs.

These are the roads that I propose should be paved:

North Road to MacDonald Pit

Stewart Rd to Warren

Rabbit Trail Rd to the quarry and to Leveille Pit via Hwy 539

Dupuis Rd to Pilon Pit and Therrien Pit (provide gravel for MTO)
Nepewassi to Jacques Gauthier's pit

CARRIED

17. Notice of Motions

- 17.a) Backyard Chickens
- 17.b) Garbage tipping fees
- 17.c) New Arena Committee

18. Addendum

19. Announcements and inquiries

There was a question about where the E360 recycling bins would be located. The Manager of Public Works provided information as to what locations are being considered.

There was also some concern raised as to the lack of space for dumping at the landfill site in Warren. The public Works Manager will look into rectifying this.

20. Closed session

21. Adjournment

#2024-149

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council adjourn the meeting at 8:45 pm.

CARRIED

MAYOR

CLERK

Minutes endorsed under resolution# _____ on _____, 2024

MINUTES

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN
REGULAR COUNCIL MEETING
FOR THE TERM OF 2022-2026**

**MONDAY, SEPTEMBER 16TH, 2024 @ 7:00 P.M.
Markstay-Warren Council Chambers
21 Main Street South, Markstay, ON**

1. Opening Remarks and call meeting to order

Mayor Olsen welcomed everyone in attendance and performed land acknowledgement.

2024-150

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council opens the Regular Council Meeting at 7:06 pm.

CARRIED

2. Land acknowledgment

3. Roll Call

Mayor: Steven Olsen

Councillor Francine Bérubé
Rachelle Poirier
Kirk Raymond (Absent)
Laura Schell

Staff: Kim Morris, CAO/Clerk
Andrea Tarini, Chief Building/Official/Bylaw Officer

4. Approval of the Agenda

2024-151

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council accepts the agenda as presented and corrected.

CARRIED

- 5. **Disclosure of Pecuniary Interest and General Nature Thereof**
- 6. **Petitions and Delegations**
 - 6.a) Paige Smith Petition
 - 6.b) Kevin Marois
- 7. **Public Inquiries**
- 8. **Reports from Committees, Municipal Officers, Department Heads**
 - a) Library CEO June – August 2024 Report

#2024-152

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council accepts the Library CEO report for June to August 2024 as presented.

CARRIED

- b) Q2 Building Control

#2024-153

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council accepts the Q2 Building Control Report as presented.

CARRIED

- c) Staff Report - Recreation

#2024-154

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council accepts the Recreation Staff Report as presented.

CARRIED

- d) Staff Report – Public Works

9. Consent Agenda

- 9.a) Adoption of Minutes

That the following minutes be adopted:

- 1. Minutes of Finance Committee meeting – July 9, 2024
- 2. Minutes of Public Works Committee meeting – June 20, 2024
- 3. Minutes of Regular Council Meeting – July 15, 2024
- 4. Minutes of Special Council Meeting – August 14, 2024

2024-155

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council approves the Consent Agenda as amended (removed 9a 3.)

CARRIED

10. Routine Management Reports

10. a Cash Disbursements

10.a.1. July 2024

2024-156

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT Council accepts the Cash Disbursements Report for the month of July 2024 as present.

CARRIED

10.a.2 August 2024

#2024-157

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council accepts the Cash Disbursements Report for August 2024 as presented.

CARRIED

11. Correspondence for Council's information only

1. Manitoulin-Sudbury District Services Board
 - a. None
2. Sudbury East Planning Board
 - a. None
3. Public Health Sudbury and District
 - a. None
4. Municipal Property Assessment Corporation (MPAC)
 - a. POWER POINT
5. Sudbury East Municipal Association (SEMA)
 - a. None
6. Association of Municipalities of Ontario
 - a. None

12. Business Arising from Meeting Minutes

13. New Business

13.a) Complaint Policy Final

#2024-158

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council adopts the Complaints Policy as presented.

CARRIED

13.b) 2024 Tax Relief for Low-income Seniors/Disabled

13.c) Arena Roof Repair Quote

#2024-159

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council accepts the hiring of Cox Roofing Systems for repairs to the Multiplex roof for a total cost of \$39,907.65.

CARRIED

13.d) Responsible Animal Ownership Report

#2024-160

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council confirm that they are in agreement with the fee changes proposed for dog tags and kennel licenses and to update the Municipality's Service Charges and Fees By-Law.

CARRIED

13.e) Grants received to date

13.f) Recreation Committee Recommendation

#2024-161

Moved by: Francine Bérubé

Seconded by: Laura Schell

THAT Council approve a donation of \$2500 to the Markstay-Warren Minor Hockey Committee to be used for incorporation to the Minor Hockey Association.

CARRIED

14. Unfinished Business / Ongoing Projects

15. By-Laws

15.a) Responsible Animal Ownership By-Law

#2024-162

Moved by: Rachelle Poirier

Seconded by: Laura Schell

THAT Council performs the 1st and 2nd reading of proposed By-Law 2024-29.

CARRIED

#2024-163

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council performs the 3rd and final reading of proposed By-Law 2024-29.

CARRIED

16. Motions

16.a) Backyard Chickens

THAT Council permit backyard chickens in the Municipality of Markstay-Warren

It was decided to put the motion on hold pending the results of the upcoming SEBBS survey on this subject.

2024- 164

Moved by: Laura Schell

Seconded by: Francine Bérubé

THAT Council direct staff to move forward with the Public Survey regarding Backyard Hens.

CARRIED

16.b) Garbage tipping fees

THAT Council implement a garbage tipping fee structure that provides for:

- \$2 per extra bag by ticket available for purchase at the Municipal Office
- 2 free dump days per year, unlimited trips on these days
- A square POS to be purchased in order to accept payments on site
-

#2024-165

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council implement a garbage tipping fee structure that provides for:
\$2 per extra bag by ticket available for purchase at the Municipal Office 2 free dump days per year, unlimited trips on these days A square POS to be purchased in order to accept payments on site.

CARRIED

16c) Arena Committee

THAT a committee be formed specifically to identify revenue generating ideas/special events for the arena to help offset the operating costs of the “Heart of the Community”.

#2024-166

Moved by: Francine Bérubé

Seconded by: Rachelle Poirier

THAT a committee be formed specifically to identify revenue generating ideas/special events for the arena to help offset the operating costs of the “Hear of the Community”.

RESOLUTION REMOVED

#2024-167

Moved by: Rachelle Poirier

Seconded by: Francine Bérubé

THAT Council direct staff to research and report on possible changes to the zoning by-law with regards to allowing hobby farming/homesteading/husbandry as permitted use on Residential Rural Properties including smaller properties.

17. Notice of Motions

17.a Speed limits in construction zones

CARRIED

18. Addendum

19. Announcements and inquiries

20. Closed session

21. Reporting from Closed Session

22. Adjournment

#2024-168

Moved by: Laura Schell

Seconded by: Rachelle Poirier

THAT Council adjourn the meeting at 9:45 pm.

CARRIED

MAYOR

CLERK

Minutes endorsed under resolution# _____ on _____, 2024

Municipality of Markstay-Warren
Cash Disbursements
September 2024

Date	Name	Memo	Class	Paid Amount
09/03/2024	Victor Canada	Benefits for September 2024		
08/31/2024		Admin-Benefits for September 2024	GENERAL GOVERNMENT:Administration	-3,939.58
		FD- Benefits for September 2024	PROTECTION SERVICES:Fire Department	-818.27
		PW-Benefits for Sept 2024	TRANSPORTATION SERVICES:Public Works	-6,743.80
		Rec- Benefits for September 2024	RECREATION & CULTURAL SERVICES	-1,839.46
	Receiver General	PST ONLY 8%		-1,067.29
TOTAL				-14,408.40
09/09/2024	Bell			
09/09/2024		FD-Bell Remittance for September 2024	PROTECTION SERVICES:Fire Department	-104.17
	Receiver General	HST Rebate		-11.51
TOTAL				-115.68
09/10/2024	SUNWIRE INC.			
08/31/2024		Long Distance Rate	GENERAL GOVERNMENT:Administration	-6.38
	Receiver General	HST Rebate		-0.71
09/01/2024		Warren Garage for September	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-25.44
		Warren Garage for September	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-35.57
		Markstay Station for September	PROTECTION SERVICES:Fire Department:Markstay Station	-25.44
		Markstay Station for September	PROTECTION SERVICES:Fire Department:Markstay Station	-35.57
		Awrey Station for September	PROTECTION SERVICES:Fire Department:Awrey Station	-25.44
		Awrey Station for September	PROTECTION SERVICES:Fire Department:Awrey Station	-35.57
		Warren Arena for September	RECREATION & CULTURAL SERVICES:Arena/Hall	-25.44
		Warren Arena for September	RECREATION & CULTURAL SERVICES:Arena/Hall	-35.57
		Library for September	RECREATION & CULTURAL SERVICES:Library	-25.44
		Library for September	RECREATION & CULTURAL SERVICES:Library	-35.57
		Warren Station for September	PROTECTION SERVICES:Fire Department:Warren Station	-25.44
		Warren Station for September	PROTECTION SERVICES:Fire Department:Warren Station	-35.57
		MArkstay Garage for September	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-25.44
		Markstay Garage for September	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-35.57
		MArkstay Office for September	GENERAL GOVERNMENT:Administration	-203.52
		Markstay Office for September	GENERAL GOVERNMENT:Administration	-155.39
	Receiver General	HST Rebate		-86.78
TOTAL				-879.85

Municipality of Markstay-Warren
Cash Disbursements
September 2024

Date	Name	Memo	Class	Paid Amount
09/11/2024	GREATER SUDBU...	Markstay Water- Water Consumption for J...		
08/19/2024		MArkstay Water- Water Comsumption for Jul...	ENVIRONMENTAL SERVICES:Markstay Water	-15,643.78
TOTAL				-15,643.78
09/18/2024	ENBRIDGE			
08/29/2024		Markstay Garage- LNG usage for August 2024	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-44.22
	Receiver General	HST Rebate		-4.88
08/29/2024		Adm- Remittance for August 2024	GENERAL GOVERNMENT:Administration	-20.82
	Receiver General	Markstay Station for August 2024	PROTECTION SERVICES:Fire Department:Markstay Station	-20.83
		HST Rebate		-4.60
TOTAL				-95.35
09/19/2024	RELIANCE HOME ...	Arena-Hot Water Tank Rental for August 2...		
09/04/2024		Arena- Hot Water Tank Rental for August 2024		-38.99
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-5.07
TOTAL				-44.06
09/24/2024	HYDRO ONE	Hydro August		
07/29/2024		46 Arthur Ave-August 2024	ENVIRONMENTAL SERVICES:Warren Water	-551.18
		32 Rutland Ave-August 2024	PROTECTION SERVICES:Fire Department:Warren Station	-85.62
		86 Pioneer Ave-August 2024	ENVIRONMENTAL SERVICES:Markstay Water	-39.23
		1A Lafontaine- August 2024	RECREATION & CULTURAL SERVICES:Ballfields	-34.05
		1 Millichamp- August 2024	ENVIRONMENTAL SERVICES:Markstay Water	-40.41
		Municipal Office- August 2024	GENERAL GOVERNMENT:Administration:Markstay	-260.01
		Markstay Station-August 2024	PROTECTION SERVICES:Fire Department:Markstay Station	-260.01
		StreetLights-August 2024	TRANSPORTATION SERVICES:Public Works:Streetlights	-669.85
		Markstay Garage-August 2024	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-104.06
		Playgrounds- August 2024	RECREATION & CULTURAL SERVICES:Playgrounds	-23.53
		Warren Office-August 2024	GENERAL GOVERNMENT:Administration:Warren	-72.65
		Awrey Station-August 2024	PROTECTION SERVICES:Fire Department:Awrey Station	-102.42
		Markstay Seniors-August 2024	GENERAL GOVERNMENT:Rentals:8 Church St - Seniors ...	-54.01
		Golden Age Club-August 2024	GENERAL GOVERNMENT:Rentals:40 Rutland Goldern Age	-40.83
		Golden Age Basement- August 2024	GENERAL GOVERNMENT:Rentals:40 Rutland Basement	-40.83
		Warren Garage- August 2024	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-118.10
		Markstay Ballfield-August 2024	RECREATION & CULTURAL SERVICES:Ballfields	-48.58
		Arena-August 2024	RECREATION & CULTURAL SERVICES:Arena/Hall	-501.96
		MUF August 2024	GENERAL GOVERNMENT:Rentals:39 Lafontaine Multiuse ...	-1,036.49
		Street Lights-August 2024	TRANSPORTATION SERVICES:Public Works:Streetlights	-118.38
		Sewer Station-August 2024	ENVIRONMENTAL SERVICES:Warren Sewer	-1,496.31

Municipality of Markstay-Warren
Cash Disbursements
September 2024

Date	Name	Memo	Class	Paid Amount
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-243.77
	Receiver General	HST Rebate		-422.31
TOTAL				-6,364.59
09/25/2024 RELIANCE HOME ...				
09/25/2024	Receiver General	Gen Gov-M.Seniors- Water Heater Rental-Ju... HST (ON) on purchases (Input Tax Credit)	GENERAL GOVERNMENT:Rentals:8 Church St - Seniors ...	-102.01 -13.26
TOTAL				-115.27
09/26/2024 ROGERS Cell Phones-September 2024				
09/12/2024		Lead Hand	TRANSPORTATION SERVICES:Public Works:Markstay Ga...	-50.72
		Parks & Rec	RECREATION & CULTURAL SERVICES:Arena/Hall	-49.83
	GRANT - Seniors C...	Seniors Grant Cell Phone	GENERAL GOVERNMENT:Council	-92.26
		Deputy Fire Chief	PROTECTION SERVICES:Fire Department	-50.71
		Fire Chief	PROTECTION SERVICES:Fire Department	-50.71
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-6.48
	Receiver General	HST Rebate		-26.99
TOTAL				-327.70
09/28/2024 ENBRIDGE Seniors Club- LNG usage for August 2024				
08/29/2024	Receiver General	Seniors-Natural Gas for August 2024 HST (ON) on purchases (Input Tax Credit)	GENERAL GOVERNMENT:Rentals:8 Church St - Seniors ...	-30.87 -4.01
TOTAL				-34.88
09/30/2024 ADP				
09/06/2024		Payroll Processing	GENERAL GOVERNMENT	-81.41
	Receiver General	HST Rebate		-8.99
09/13/2024		Payroll Processing	GENERAL GOVERNMENT	-10.18
	Receiver General	HST Rebate		-1.12
09/13/2024		Payroll Processing	GENERAL GOVERNMENT	-121.70
	Receiver General	HST Rebate		-13.44
TOTAL				-236.84

Municipality of Markstay-Warren
Cash Disbursements
September 2024

Date	Name	Memo	Class	Paid Amount
09/06/2024	Battlefield Equipm...	REC- Screw Plug for Stihl Whipper		
07/22/2024	Receiver General	REC- Crew Plub for Stihl Whipper Snipper HST Rebate	RECREATION & CULTURAL SERVICES:Vehicles and Equi...	-9.55 -1.06
TOTAL				-10.61
09/06/2024	PAMELA MCCRAC...	Adm-Mileage-Treasurer for June,July and ...		
09/06/2024		Adm-Mileage-Treasurer for June, July , Augu...	GENERAL GOVERNMENT:Administration	-1,281.54
TOTAL				-1,281.54
09/26/2024	ATHLETICA SPOR...			
09/17/2024	GRANT - Trillium (...)	Rec-Arena-Trillium Grant-Hockey Nets	RECREATION & CULTURAL SERVICES:Arena/Hall	-3,972.92
TOTAL				-3,972.92
09/26/2024	BAZINET MONUM...			
09/23/2024	Receiver General	Warren Public Cem-Move monument HST Rebate	HEALTH SERVICES:Cemeteries:Warren Public Cemetery	-203.52 -22.48
TOTAL				-226.00
09/26/2024	CONSEIL SCOLAI...			
09/15/2024		Admin-School Taxes 3rd Quarterly Pymt	GENERAL GOVERNMENT:Administration	-19,950.32
TOTAL				-19,950.32
09/26/2024	CONSEIL SCOLAI...			
09/15/2024		Admin-School Taxes-3rd Quarterly Pymt	GENERAL GOVERNMENT:Administration	-6,993.62
TOTAL				-6,993.62

Municipality of Markstay-Warren
Cash Disbursements
 September 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Paid Amount</u>
09/26/2024	COUGHLIN'S ZAM...			
08/29/2024	Receiver General	Rec-Zamboni-Repairs & Annual Mtce HST (ON) on purchases (Input Tax Credit)	RECREATION & CULTURAL SERVICES:Arena/Hall:Zamboni	-5,484.17 -712.94
TOTAL				-6,197.11
09/26/2024	ERIC'S MOBILE R...			
09/16/2024	Receiver General	FD-#1515-Light Bar Repair HST Rebate	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-335.81 -37.09
TOTAL				-372.90
09/26/2024	Four Season Pow...			
09/19/2024	Receiver General	PW-W.Garage-Pole Saw Replacement HST Rebate	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-417.21 -46.08
TOTAL				-463.29
09/26/2024	FRANCINE LANDR...			
09/15/2024	GRANT - PAFO	Ccl-Franco ON Flag Raising-hot dogs	GENERAL GOVERNMENT:Council	-97.50
TOTAL				-97.50
09/26/2024	GIP INTERPAVING			
08/26/2024	Receiver General	PW-Prgress Pymt #1 Markstay Revit HST Rebate	TRANSPORTATION SERVICES:Public Works:Hard Top	-33,998.88 -3,755.38
09/06/2024	Receiver General	PW-Progress Pymt#2 Capital Markstay Revit HST Rebate	TRANSPORTATION SERVICES:Public Works:Hard Top	-506,249.75 -55,918.27
TOTAL				-599,922.28

Municipality of Markstay-Warren
Cash Disbursements
September 2024

Date	Name	Memo	Class	Paid Amount
09/26/2024	J.Gauthier Trucking			
09/12/2024	Receiver General	PW-Float Excavator from To Curry Pt HST Rebate	ENVIRONMENTAL SERVICES:Public Works:Culverts	-356.16 -39.34
09/16/2024	Receiver General	PW-Float Excavator 3 times HST Rebate	ENVIRONMENTAL SERVICES:Public Works:Culverts	-1,068.48 -118.02
TOTAL				-1,582.00
09/26/2024	JANIX			
09/17/2024	Receiver General	Admin-Dish Soap/Hand Towels HST Rebate	GENERAL GOVERNMENT:Administration	-87.94 -9.71
TOTAL				-97.65
09/26/2024	JENNIFER DESLO...			
09/17/2024		Admin-Website Mtce Sept/24	GENERAL GOVERNMENT:Administration	-256.25
TOTAL				-256.25
09/26/2024	LISE PILKEY	Cleaning services - March		
09/30/2024	Receiver General	Multi use Main office Fire department HST (ON) on purchases (Input Tax Credit)	GENERAL GOVERNMENT:Rentals:39 Lafontaine Multiuse ... GENERAL GOVERNMENT:Administration:Markstay PROTECTION SERVICES:Fire Department	-1,075.00 -537.50 -537.50 -279.50
TOTAL				-2,429.50
09/26/2024	Michelin North Am...	PW- Transfer of Payment from 2022		
08/21/2024		Transfer Payment from Kal Tire to Mechelin T...	ENVIRONMENTAL SERVICES:Public Works	-153.41
TOTAL				-153.41
09/26/2024	MW MINOR HOCK...			
09/23/2024		Rec-Recreation Comm donation Res#2024-161	RECREATION & CULTURAL SERVICES	-2,500.00
TOTAL				-2,500.00

Municipality of Markstay-Warren
Cash Disbursements
 September 2024

Date	Name	Memo	Class	Paid Amount
09/26/2024	Ottawa Valley Rail...			
01/01/2024		PW-Crossing Mtce-Oct to Dec 2023	TRANSPORTATION SERVICES:Public Works:Safety Devic...	-1,096.50
09/30/2024		PW-Crossing Mtce July, Aug, Sept 2024	TRANSPORTATION SERVICES:Public Works:Safety Devic...	-1,096.50
TOTAL				-2,193.00
09/26/2024	Pamela Kelly			
09/15/2024		LIB-Mileage OLS Regional Mtg	RECREATION & CULTURAL SERVICES:Library	-61.83
TOTAL				-61.83
09/26/2024	RAINBOW DISTRI...			
09/15/2024		School taxes- 3rd quarterly pymt	GENERAL GOVERNMENT:Administration	-82,613.53
TOTAL				-82,613.53
09/26/2024	RELIABLE MAINT...			
08/30/2024		Rec-Arena-Floor Pads, Wax & Stripper Etc	RECREATION & CULTURAL SERVICES:Arena/Hall	-898.45
	Receiver General	HST (ON) on purchases (Input Tax Credit)		-116.80
TOTAL				-1,015.25
09/26/2024	RON'S MECHANIC...			
09/12/2024		FD-Unit#1531 Annual 2024	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-610.56
	Receiver General	HST Rebate		-67.44
09/12/2024		FD-Unit#1543 Annual 2024	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-610.56
	Receiver General	HST Rebate		-67.44
09/12/2024		FD-Unit 1515 Annual 2024	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-203.52
	Receiver General	HST Rebate		-22.48
TOTAL				-1,582.00
09/26/2024	SUDBURY CATHO...			
09/15/2024		Admin-School Tax 3rd Quarterly Pymt	GENERAL GOVERNMENT:Administration	-15,933.14
TOTAL				-15,933.14

Municipality of Markstay-Warren Cash Disbursements September 2024

Date	Name	Memo	Class	Paid Amount
09/26/2024	TRUE 802 WIREL...			
09/15/2024		PW-Internet	TRANSPORTATION SERVICES:Public Works:Warren Gar...	-203.52
		FD-Internet	PROTECTION SERVICES:Fire Department:Awrey Station	-152.63
	Receiver General	HST Rebate		-39.34
TOTAL				-395.49
09/20/2024	BIG MOUTH CON...			
09/20/2024	GRANT - PAFO	Ec Dev-PAFO Grant-newsletter, templates etc	PLANNING AND DEVELOPMENT:Economic Development	-1,465.34
	Receiver General	HST Rebate		-161.86
TOTAL				-1,627.20
09/20/2024	CASH			
10/02/2024		Admin-Creamer	GENERAL GOVERNMENT:Administration	-10.00
		Admin-Pop	GENERAL GOVERNMENT:Administration	-18.00
		FD-Unit 1531 Rplacement Light & Spare	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-24.81
		Admin-Batteries	GENERAL GOVERNMENT:Administration	-40.68
	GRANT - PAFO	PAFO Grant-Juice, plates, condiments	GENERAL GOVERNMENT:Council	-61.50
		FD-Unit 1541-power bar	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-59.01
	GRANT - PAFO	PAFO Grant-Cake, napkins	GENERAL GOVERNMENT:Council	-82.25
	GRANT - PAFO	PAFO-Dessert	GENERAL GOVERNMENT:Council	-17.29
	Receiver General	HST Rebate		-15.66
TOTAL				-329.20
09/20/2024	GIP INTERPAVING			
09/11/2024		PW-Culvert Cleanout-St.Jean Street	ENVIRONMENTAL SERVICES:Public Works:Culverts	-406.00
	Receiver General	HST Rebate		-44.84
TOTAL				-450.84
09/20/2024	Manitoulin-Sudbu...			
10/01/2024		Health Serv-Ambulance Apportionment	PROTECTION SERVICES	-34,188.17
		Social Serv Apportionment	SOCIAL AND FAMILY SERVICES	-18,789.76
TOTAL				-52,977.93

Municipality of Markstay-Warren
Cash Disbursements
 September 2024

Date	Name	Memo	Class	Paid Amount
09/20/2024	Ministry of Financ...			
09/30/2024		August Policing Services	PROTECTION SERVICES	-35,798.00
TOTAL				-35,798.00
09/20/2024	Public Health Sud...			
10/01/2024		Health Unit Levy	HEALTH SERVICES	-13,268.70
TOTAL				-13,268.70
09/20/2024	TRANS CANADA S...			
09/23/2024	Receiver General	FD-Adaptor Kit RX Lens HST Rebate	PROTECTION SERVICES:Fire Department	-621.88 -68.69
TOTAL				-690.57
09/20/2024	Turbo Mobile Serv...			
09/20/2024	Receiver General	FD-Unit 1515-Pick up/Return & Mechanical HST Rebate	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-793.73 -87.67
09/20/2024	Receiver General	FD-Unit 1531-Pick up & Return & Mechanical HST Rebate	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-1,043.04 -115.21
09/20/2024	Receiver General	FD-Unit 1543- Pick Up & Return & Mechanical HST Rebate	PROTECTION SERVICES:Fire Department:Vehicles & Equ...	-1,107.36 -122.31
09/20/2024	Receiver General	PW- #338 Service call & repairs HST Rebate	TRANSPORTATION SERVICES:Public Works:Vehicles an...	-749.25 -82.76
TOTAL				-4,101.33

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: October 10, 2024

SUBJECT : Water in Markstay

BACKGROUND

The water meters in the town of Markstay are older and many do not function properly. This has resulted in important errors being made on meter readings, such as two local schools being dramatically overcharged. Another result is that the Municipality is paying \$90 000 more for water than what we are charging. This doesn't include the cost of reading the meters, as well as the administration costs.

Following an analysis of the water billing and related issues, administration is recommending that that water be billed at a flat rate, same as Warren. In addition, it is recommended that the water bill be added to the tax bill, making the process more efficient, saving not only time, but also money.

RECOMMENDATION

THAT Council direct staff to bill Markstay water at a flat rate as of January 1, 2025. In addition, that the water bill be added to the tax bill as of January 1, 2025.

**THE CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN**

BY-LAW 2023- 29

**Being a by-law to establish Water & Sewer Rates for the Communities of
Markstay & Warren**

WHEREAS Sections 391(1); 326; of the Municipal Act, 2001, S.O.2001, C.25, as amended, provides that the Council of a local municipality shall pass a by-law to set fees and charges to operate and maintain a water/sewer works within a designated serviced area;

AND WHEREAS under the said Municipal Act, as amended, provides that the Council of a local municipality must separately account for all water and sewer works financial activity by establishing a separate budget for the water and sewer work;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN HEREBY ENACTS AS FOLLOWS:

a) Increase in rates per billing for the second installment of the water and sewer bills shall be as follows:

Markstay Water = 0% (same rate as for 2022)

Warren Water = 25% decrease from the 2022 rate

Warren Sewer = 25% decrease from the 2022 rate

4. Late Payments

A late payment charge of 1.25% per month shall apply to all bills not paid on or before the established due date and shall be added on the first of the month thereafter until all arrears are paid.

Any balance remaining unpaid shall be transferred to the tax roll for that property and shall be collected in the same manner as municipal taxes.

WHEREAS the administration and financing of Water Works are to be fully dedicated to specific users, therefore any year-end adjustments (surplus/deficit) shall be recorded against the Respective Water/Sewer Works Reserve. All surplus funds charged and collected on a yearly basis that are transferred to their respective reserve funds may not be transferred or utilized for anything else other than projects on their respective existing systems.

When any system expansion and/or major street rehabilitation is done only the existing portion which involves water and waste water infrastructure will draw funds from these reserves all other parts of will be fully funded before joining these reserves.

THAT the alkaline issue for the Warren drinking water be addressed and rectified in 2024.

THAT any by-laws inconsistent with this by-law are hereby repealed.

Clerk

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

**READ A FIRST, SECOND AND
THIRD TIME AND FINALLY
PASSED THIS 20TH DAY OF
NOVEMBER 2023.**

Mayor

Clerk



For Period Ending 31-Dec-2019

Summary of All Units 2018 BUDGET 2019 BUDGET

Water & Sewer Operating Fund

	2018 BUDGET	2019 BUDGET
Revenues		
Markstay Water		
4211 General Service Charges	-207,595.00	-229,725.00
4215 Connection Charges	-175.00	-160.00
4216 Meter Charges	-350.00	-350.00
4511 Interest Penalties	-2,800.00	-3,000.00
4521 Interest Earned	-1,500.00	0.00
Total Revenues	-212,420.00	-233,235.00
Expenses		
Markstay Water		
6010 Taxation Adjustments	200.00	2,200.00
6110 Salaries and Wages	674.00	704.00
6143 Education/fraining Seminars	1,000.00	1,000.00
6200 Materials	2,000.00	1,000.00
6211 Hydro	8,000.00	8,000.00
6213 Property Taxes	400.00	700.00
6214 Water	60,000.00	66,000.00
6215 Telephone	3,500.00	0.00
6220 Supplies	750.00	1,000.00
6230 Maintenance	15,000.00	22,000.00
6232 Insurance	5,000.00	5,300.00
6321 OCWA Maintenance	68,578.00	69,180.00
6332 Postage and Courier	50.00	50.00
Total Expenses	165,152.00	177,134.00
Transfers		
Markstay Water		
7531 Transfers to Reserves	47,268.00	56,101.00
Total Transfers	47,268.00	56,101.00
Surplus/Deficit	0.00	0.00
Total Surplus (-)/Deficit	0.00	0.00

Municipality of Markstay-Warren
 Billing Comparison
 2019
 and Impact of Unit Calculation Formula
 Markstay Water Works

2018

	Interim		Final		Total/18
Consumption	20,894.98		18,878.76		39,773.74
Consumption Flat Rate (0 @ \$52.56)	105.12		105.12		210.24
Fire Dept Flat Rate	1,000.00		1,000.00		2,000.00
Water Facility Flat Rate	250.00		250.00		500.00
Non-Compliant Fee (1 @ \$315.36)	0.00				0.00
Water Meter Charge (0 @ \$130.00)	0.00		0.00		0.00
Nominal Fee (247.50 @ \$315)	77,962.50		90,337.50		168,300.00
		100,212.60		110,571.3811	210,783.98

TOTAL Billing 210,783.98

2019

	Interim		Final		Total/19
Consumption (12,500 @ \$1.60)	20,000.00		21,600.00		41,600.00
Consumption Flat Rate (0 @ \$52.56)	0.00		0.00		0.00
Fire Dept Flat Rate	1,000.00		1,000.00		2,000.00
Water Facility Flat Rate	250.00		250.00		500.00
Non-Compliant Fee (1 @ \$315.36)	0.00		0.00		0.00
Water Meter Charge (0 @ \$130.00)	0.00		0.00		0.00
Nominal Fee (247.5 @ \$365)	90,337.50		95,287.50		185,625.00
		111,587.50		113,187.5011	229,725.00

1

Increase of rates from 2018 to 2019

	2018	2019	Increase	%
Water	680	750.00	70.00	10.29%



For Period Ending 31-Dec-2019

	2018 BUDGET	2019 BUDGET
Summary of All Units		
Water & Sewer Operating Fund		
Revenues		
Warren Water		
4211 General Service Charges	-202,875.00	-216,000.00
4511 Interest Penalties	-2,000.00	-2,000.00
4521 Interest Earned	-7,500.00	-7,500.00
Total Revenues	-212,375.00	-225,500.00
Expenses		
Warren Water		
6010 Taxation Adjustments	200.00	1,500.00
6110 Salaries and Wages	397.00	1,286.00
6143 Education/fraining Seminars	1,000.00	1,000.00
6211 Hydro	18,000.00	18,000.00
6213 Property Taxes	10,000.00	10,000.00
6214 Water	1,500.00	1,650.00
6215 Telephone	2,000.00	0.00
6220 Supplies	1,500.00	1,500.00
6230 Maintenance	16,500.00	20,000.00
6232 Insurance	6,000.00	5,300.00
6240 Equipment	1,000.00	1,000.00
6241. Small Tools/Equip Purchase	1,000.00	500.00
6242 Licences	700.00	700.00
6321 OCWA Maintenance	87,462.00	89,292.00
6332 Postage and Courier	50.00	0.00
6500 Interest on Long-Term Debt	8,400.00	7,100.00
Total Expenses	155,709.00	158,828.00
Transfers		
Warren Water		
7531 Transfers to Reserves	56,666.00	66,672.00
Total Transfers	56,666.00	66,672.00
Surplus/Deficit	0.00	0.00
Total Surplus (-)/Deficit	0.00	0.00

Water & Sewer



For Period Ending 31-Dec-2019

	2018 BUDGET	2019 BUDGET
Summary of All Units		
<hr/>		
Water & Sewer Operating Fund		
<hr/>		
Revenues		
Warren Sewer		
4211 General Service Charges	-79,920.00	-94,810.00
4511 Interest Penalties	-800.00	-800.00
Total Revenues	-80,720.00	-95,610.00
<hr/>		
Expenses		
Warren Sewer		
6010 Taxation Adjustments	200.00	710.00
6110 Salaries and Wages	1,633.00	1,004.00
6200 Materials	500.00	500.00
6211 Hydro	7,300.00	7,000.00
6213 Property Taxes	950.00	900.00
6230 Maintenance	1,000.00	11,000.00
6232 Insurance	1,500.00	2,500.00
6242 Licences	500.00	500.00
6321 OCWA Maintenance	17,890.00	17,004.00
Total Expenses	31,473.00	41,118.00
<hr/>		
Transfers		
Warren Sewer		
7531 Transfers to Reserves	49,247.00	54,492.00
Total Transfers	49,247.00	54,492.00
<hr/>		
Surplus/Deficit	0.00	0.00
<hr/>		
Total Surplus (-)/Deficit	0.00	0.00

**Municipality Markstay-Warren
Warren Water & Sewer Charges- 2019**

Summary of Accounts

2018				2019	
Warren Water Charges				Warren Water Charges	
Interim Billing-	(270.5 units@ 350.00)	94,675.00		Interim Billing -	(270 units @ 400.00) 108,000.00
Final Billing-	(270 units @ 400.00)	108,000.00		Final Billing -	(270 units @ 400.00) 108,000.00
Total unit charge=		202,675.00		Total unit charge= 216,000.00	
Warren Sewer Charges				Warren Sewer Charges	
Interim Billing-	(249.75 units@ 140.00)	34,965.00		Interim Billing-	(249.5 units@ 180.00) 44,910.00
Final Billing -	(249.50 units@ 180.00)	44,910.00		Final Billing -	(249.5 units @ 200) 49,900.00
Total unit charge-		79,875.00		Total unit charge= 94,810.00	
Total		282,550.00		Total 310,810.00	

Increase of rates from 2018 to 2019

	2018	2019	Increase	%
Water	750	800.00	50.00	6.67%
Sewer	320	380.00	60.00	18.75%
Total	1070	1180.00	110.00	

By-law 2019-14

Schedule "E"

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: October 15, 2024

SUBJECT : Declaration of a council vacant seat

BACKGROUND

Councillor Kirk Raymond resigned his Council seat effective September 30, 2024. There is presently a By-Law in effect providing guidance as to how to proceed when filling a vacancy.

RECOMMENDATION

THAT Councillor Kirk Raymond's seat be declared vacant effective September 30, 2024.
FURTHER THAT Council proceed with filling the Council vacancy by appointment as outlined in By-Law 2023-19.

**CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN
BY-LAW 2023-19**

The Municipality of Markstay-Warren Council Vacancy Procedures 2023

WHEREAS pursuant to section 263 of the Municipal Act, 2001, S.O. 2001 c. 25, when the seat of a member of council becomes vacant during the term of office, Council may fill a vacancy by appointing a person who has consented to accept the office if appointed or requiring that a By-election be held to fill a vacancy in accordance with the Municipal Elections Act, S.O., 1996, c 32.

AND WHEREAS the Council of the Municipality of Markstay-Warren does not have a policy to govern the process for Council to appoint a person to fill a seat of a member of council that had been declared vacant.

AND WHEREAS Council for the Municipality wishes to implement said policy

NOW THEREFORE the Council of the Municipality of Markstay-Warren enacts as follows:

1. That Council hereby approves the "Council Vacancy Appointment Policy" attached as Schedule "A" to this Bylaw.

**Read a first, second and third
time and finally passed this
22nd day of June 2023.**



Mayor



Clerk

SCHEDULE A TO BY-LAW 2023-19

COUNCIL VACANCY APPOINTMENT POLICY

PURPOSE

The purpose of this policy is to provide for an accountable and transparent process for filling any vacancy, including the Mayor or Councillor, that occurs.

NOTICE OF VACANCY

The Clerk shall post a Council Vacancy Notice on the Municipality's website, notice boards, and social media account for a minimum of two (2) weeks following Council's decision to fill a vacancy by appointment. The notice will indicate Council's intention to appoint an individual to fill a vacancy and shall outline the nomination process.

A vote to fill a vacancy on Council by appointment shall occur at a Special Council Meeting.

NOMINATIONS

Any individual wishing to be considered for appointment to the vacancy shall:

- a. Send a Letter of Interest as well as complete and sign a Council Vacancy Application Form
- b. An official list of candidates shall be posted on the municipality's website once nomination forms have been certified and the nomination period has expired.
- c. A candidate may withdraw their nomination by filing a written withdrawal letter, either in person or via email to info@markstay-warren.ca

SPECIAL COUNCIL MEETING

At a Special Council meeting, the following shall take place:

- I. The Mayor will make a short statement of the purpose of the meeting and the general order of proceeding to be followed.
- II. The Clerk will provide to the Mayor a list of the names of those individuals who have indicated, in writing, their interest in being appointed to the vacancy and the Mayor will call for a motion from Council in the following form:

"THAT the following individuals who have signified in writing that they are legally qualified to hold office and consented to accept the office if they are appointed to fill the vacancy, be considered for appointment to fill such vacancy."

III. All candidates will be asked to step out of the room until it is their time to

answer the questions posed by Council.

- IV. Each of the candidates shall be afforded the opportunity to introduce themselves to Council for a period of not more than three (3) minutes. The order of speaking will be determined by listing candidates alphabetically, using last names first.

Note: Candidates will be timed

- V. Each remaining member of Council will be permitted one (1) question to each candidate.

Candidates have two (2) minutes to answer each question.

Once a candidate has answered the questions, they may leave.

CLOSED SESSION

Council will enter a closed session as permitted under the Municipal Act, 2001, section 239, (2)(b) personal matters about an identifiable individual, including municipal and local board employees; and will then return to the open session of the Special Meeting.

VOTING

Upon hearing all the submission of the candidates prior to the In Camera Session, Council will proceed to vote as follows:

- i. Members of Council will discuss and shortlist 3 candidates.
- ii. Members of Council shall vote on an individual ballot for one candidate only.
- iii. The Clerk shall tabulate the results.
- iv. If the candidate receiving the greatest number of votes cast does not receive more than one-half the votes of all voting members of Council, the candidate or candidates who received the fewest number of votes shall be excluded from further consideration.
- v. The vote will be taken again by the Clerk.
- vi. Upon conclusion of the voting, the Clerk will note the candidate receiving the votes of more than one-half of the number of the voting members of Council.
- vii. The appointment of the candidate shall be made by by-law. A by-law confirming the appointment shall be enacted by Council.

OATH OF OFFICE

The new councillor(s) shall take their Oath of Office at the next Regular Meeting.



COUNCIL VACANCY APPLICATION

NOTE:

- A Council Vacancy Application may only be filed in person or emailed.
- It is the responsibility of the person applying to file a complete and accurate application.

Candidate Full Name:	For the Office of: Councillor
----------------------	-------------------------------

CANDIDATE'S FULL QUALIFYING ADDRESS WITHIN THE MUNICIPALITY:

Street Number:	Street Name:	
Municipality:	Province:	Postal Code:

CANDIDATE'S FULL MAILING ADDRESS: *(if different from qualifying address above)*

Street Number:	Street Name:	
Municipality:	Province:	Postal Code:
Telephone (incl. area code):	Email Address:	

DECLARATION OF QUALIFICATION:

I _____ the applicant mentioned in this form, declare that I am presently legally qualified to hold the office for which I have applied and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Signature of Applicant

Date received (yyyy/mm/dd):	Time received:	Signature of Clerk or Designate:
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CERTIFICATION BY CLERK OR DESIGNATE: I the undersigned Clerk of this municipality do hereby certify that I have examined the application of the aforesaid candidate filed with me and am satisfied that the candidate is qualified to be appointed and that the appointment complies with the Act.

Signature:	Date Filed (yyyy/mm/dd):
------------	--------------------------

Personal information on this form is collected under the authority of the Municipal Act, 2001 and will be used for the nomination process for filling a vacancy on Council and will be available for public inspection in the office of the Clerk, Municipality of Markstay-Warren until the next municipal election. Questions about this collection of personal information should be directed to the Clerk, 21 Main St. South, Markstay ON P0M 2G0 Tel: 705-853-4536

October 21, 2024

NOTICE TO FILL ONE VACANT COUNCIL SEAT

The Municipality of Markstay-Warren is looking to fill one (1) Council position.

Responsibilities:

The key responsibilities as a councillor are to support the municipality and its operations while ensuring that the public and municipality's well-being and interests are maintained.

As a councillor, you have three main roles to play in your municipality: a representative, a policy-maker, and a steward.

For more information on the role of a councillor, please follow this link: [The Ontario municipal councillor's guide | ontario.ca](#)

Who can apply:

- ✓ you must be eligible to vote in the municipality
- ✓ you must be a Canadian citizen aged 18 or older
- ✓ you cannot be an employee of the municipality

How to apply:

Please send a letter of interest as well as the completed Council Vacancy Application to: info@markstay-warren.ca

Closing date:

November 4th, 2024, at 9 am

COUNCIL VACANCY APPLICATION

NOTE:

- A Council Vacancy Application may only be filed in person or emailed.
- It is the responsibility of the person applying to file a complete and accurate application.

Candidate Full Name:	For the Office of: Councillor
----------------------	--------------------------------------

CANDIDATE'S FULL QUALIFYING ADDRESS WITHIN THE MUNICIPALITY:

Street Number:	Street Name:	
Municipality:	Province:	Postal Code:

CANDIDATE'S FULL MAILING ADDRESS: *(if different from qualifying address above)*

Street Number:	Street Name:	
Municipality:	Province:	Postal Code:
Telephone (incl. area code):	Email Address:	

DECLARATION OF QUALIFICATION:

I _____ the applicant mentioned in this form, declare that I am presently legally qualified to hold the office for which I have applied and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Signature of Applicant

Date received (yyyy/mm/dd):	Time received:	Signature of Clerk or Designate:
-----------------------------	----------------	----------------------------------

CERTIFICATION BY CLERK OR DESIGNATE: I the undersigned Clerk of this municipality do hereby certify that I have examined the application of the aforesaid candidate filed with me and am satisfied that the candidate is qualified to be appointed and that the appointment complies with the Act.

Signature:	Date Filed (yyyy/mm/dd):
------------	--------------------------

Personal information on this form is collected under the authority of the Municipal Act, 2001 and will be used for the nomination process for filling a vacancy on Council and will be available for public inspection in the office of the Clerk, Municipality of Markstay-Warren until the next municipal election. Questions about this collection of personal information should be directed to the Clerk, 21 Main St. South, Markstay ON P0M 2G0 Tel: 705-853-4536

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: October 16, 2024

SUBJECT : Grant for gym equipment

BACKGROUND

At the September Regular Council Meeting, Council was advised that the Municipality had received a grant from the Ontario Trillium Foundation o \$46,200. This is for gym equipment, heaters and refurbishment of a female dressing room.

Staff have received pricing to proceed with the purchase of equipment of the gym. The gym will be a three phase project, with the membership fees to go back into the gymnasium account for future development.

RECOMMENDATION

THAT Council authorize staff to start purchasing equipment for the new gymnasium that will be located in the basement level of the Warren Golden Age Club, to a maximum of \$31,197.57.

THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN

BY-LAW 2024-29

BEING A BY-LAW TO APPOINT MUNICIPAL LAW ENFORCEMENT OFFICER FOR THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN

WHEREAS subsection 8(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that the powers of a municipality under the Municipal Act, 2001 or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS Section 15 of the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended, authorizes a municipal council to appoint Municipal Law Enforcement Officers, who shall be peace officers for the purpose of enforcing municipal by-laws;

AND WHEREAS Council deems it expedient to appoint Municipal Law Enforcement Officers for the Municipality of **MARKSTAY-WARREN**;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF MARKSTAY-WARREN HEREBY ENACTS AS FOLLOWS:

1. **THAT** Connor West is hereby appointed as Municipal Law Enforcement Officer and Property Standards Officer whose duty shall be to enforce the municipal by-laws:
2. **THAT** all by-laws inconsistent with this by-law are hereby repealed effective October 21st, 2024
3. **THAT** this by-law shall come into force and take effect on the day it is passed.

Read a first, second and third time and finally passed this 21st day of October 2024.

Mayor

Clerk

**CORPORATION OF THE MUNICIPALITY OF
MARKSTAY-WARREN**

BY-LAW 2024-27

**Being a by-law to establish
service charges and fees.**

WHEREAS Section 390 of the Municipal Act, S.O. 2001, Chapter 25, as amended, provides that municipalities may pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

AND WHEREAS the Council of the Corporation of the Municipality of Markstay-Warren concurred to establish charges and fees for various services and goods provided by the municipality.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
MUNICIPALITY OF MARKSTAY-WARREN HEREBY ENACTS AS FOLLOWS:**

1. THAT Schedule A to I as attached be accepted
2. That this by-law shall come into force and take effect as of August 1, 2024
3. That this By-law repeals By-law 2020-06 and all other "Service Charges and fees by-law".

**READ A FIRST, SECOND AND THIRD
TIME AND FINALLY PASSED THIS 15
DAY OF JULY 2024**

MAYOR

CLERK

**Schedule "A" to By-law 2024-27
Administration Clerk Services**

Service/Document	Cost	Tax
Commissioner of Oath & Affidavit	\$14.00	Taxable
Certified True Copies of By-Laws and other Municipal Documents (plus cost of By-law – see below)	\$15.00	Taxable
Photocopies (per page 8 1/2 x 11 & 8 1/2 x 14)	\$0.25	Taxable
Photocopies Non-profit Groups, no Paper	50% discount	Taxable
Lottery Licences	3% of total Price value	Exempt
Fax Transmission – Local & Long Distance	\$3.00	Taxable
E-mail Transmission – Local & Long Distance	\$3.00	Taxable
Copies of By-Laws up to 10 pages	\$15.00	Taxable
Copies of By-Laws up to 10 pages (mailed)	\$16.00	Taxable
Certified True Copies of Personal Documents	\$15.00	Taxable
MFIPA – Request for Information	Application Fee	\$5.00
	Research fee – per 15 minutes	\$7.50
	Copies per page	\$0.25

**Schedule "B" to By-law 2024-27
Financial Services**

Service/Document	Cost	Tax
Tax Certificate (for each roll) (no verbal)	\$62.00	Exempt
Tax Certificate (for each roll) (no verbal) if required in less than 5 days	\$75.00	Exempt
Utility Certificate (for each account) (no verbal)	\$23.00	Exempt
Duplicate Tax Receipt	\$25.00	Exempt
Replication of Tax Bill	\$25.00	Exempt
Returned Cheque/Transaction (NSF)	\$35.00	Exempt
Arrears Notice (each roll)	\$5.00	Exempt
Tax/Utility Statement	\$17.00	Exempt
Adjustment of Payment Allocation	\$31.00	Taxable
Additions of fees to tax roll	\$29.00	Taxable
Note: all transactions mentioned above are on a per roll/transaction basis at the discretion of the processing clerk and/or Treasurer.		
Cost of Tax Sale Registration is Extensive and currently covered under 2012-27 (whichever is the most current by-laws.)		

**Schedule "C" to By-law 2024-27
Fire Department Services**

Service/Document	Cost	Tax
Fire Inspection - when requested by lawyer or insurance company (with respect to fire safety in buildings under Fire Code and Building Code	\$228.00	Exempt
Copy of all Types of Fire Reports	\$258.00	Taxable
Copy of Inspection Reports	\$165.00	Taxable
Incinerator Permit (12 calendar months)	\$100.00	Exempt
Burning Permits (yearly)	\$100.00	Exempt
Burning Permits (for 10 days)	\$25.00	Exempt
Special Burning Permit	\$250.00	Exempt
Inspection of Solid Fuel Burning Appliance (when requested by Insurance Company or Lawyer)	\$407.00	Exempt
Property Search of Fire Department Records	\$250.00	Taxable
Fire Works Permit	\$25.00	Taxable

**Schedule "D" to By-law 2024-27
Building & By-Law Department Services**

Service/Document	Cost	Tax
BUILDING DEPT		
Building Department - Property File Search	\$60.00	Taxable
BYLAW DEPT		
Temporary Noise Permit	\$75.00	Taxable
Administrative Monetary Penalty System (AMPS)		
Screening Non-Appearance Fee	\$50.00	Exempt
Hearing Non-Appearance Fee	\$100.00	Exempt
Late Payment Fee	\$15.00	Exempt
Any contravention of Municipal laws will be associated to the specific by-law it refers too.		

Schedule "E" to By-law 2024-27
Animal Control
Services

	1 Dog	2 Dogs (Per Dog) (5% Savings)	3+ Dogs (Per Dog) (10% Savings)
Regular			
Dog Licence - 1 Year (Purchase on/before March 31)	\$15.00	\$14.25	\$13.50
Dog Licence - 1 Year (Purchase after March 31)	\$30.00	\$28.50	\$27.00
Dog Licence - 3 Year (10% savings)	\$40.50	\$38.48	\$36.45
Dog Licence - 5 Year (20% savings)	\$60.00	\$57.00	\$54.00
Dog Licence - Lifetime (30% savings)	\$105.00	\$99.75	\$94.50
Seniors/Disabled			
Dog Licence - 1 Year (Purchase on/before March 31)	\$10.00	\$9.50	\$9.00
Dog Licence - 1 Year (Purchase after March 31)	\$20.00	\$19.00	\$18.00
Dog Licence - 3 Year (10% savings)	\$27.00	\$25.65	\$24.30
Dog Licence - 5 Year (20% savings)	\$42.50	\$40.38	\$38.25
Dog Licence - Lifetime (30% savings)	\$80.00	\$76.00	\$72.00
Other Fees			
Guide/Service Dog(s)	No Fee	No Fee	No Fee
Replacement Tag	\$5.00	\$5.00	\$5.00
Kennel Licence Fee	\$300		
Impoundment Fee	\$50/day up to 3 days		

**Schedule "F" to By-law 2024-27
Transportation Services**

Service/Document	Cost	Tax
Driveway Permits - Included Two (2) Inspections	\$99.00	Taxable
Inspection of Driveway - to ensure complies with municipal by-laws and standards (when requested by insurance company or lawyer)	\$76.00	Taxable
911 Signs (includes location inspection, sign, numbering and posts)	\$119.00	Exempt
911 Sign Replacement	\$56.00	Taxable

**Schedule "G" to By-law 2024-
27
Environmental Services**

Service/Document	Cost	Tax
Landfill		
Tipping fee for disposal of construction materials		
-Pick-Up Load	\$25.00	Exempt
-UP to 5 ton tag-along Trailer	\$50.00	Exempt
-Five Ton Truck	\$100.00	Exempt
-Tandem Dump Truck	\$125.00	Exempt
-Tri-Axle Dump Truck	\$150.00	Exempt
Average Price per yard	\$8.00	Exempt
- Fridges/freezers not drained of Freon	\$60.00	Exempt
Open Landfill Site on a day its closed	\$200.00	Exempt
Annual Business Fee	\$200.00	Exempt
Annual Contractor Fee	\$200.00	Exempt
Water & Sewer		
Inspect connection to municipal sewers	\$99.00	Exempt
Inspect connection to municipal water	\$99.00	Exempt
Shut Off/Turn On- water supply at lot line	\$350.00	Exempt
Travel Trailer Dumping Fee (Seasonal Fee)	\$100.00	Exempt
Travel Trailer Dumping Fee (Machine)	\$15.00	Exempt
Call out for Sewer backup that is on private property will incur all costs including but not limited to Vactor, Camera, and Staff wages		Exempt

**Schedule "H" to By-law 2024-27
Cemeteries**

Services/Documents			Cost	Tax
Regular Lots – Single Plot	General Fund	\$200.00	\$490.00	Taxable
	Care & Maintenance Fund	\$290.00		
Interment Charges – Casket (during the week)	General Fund		\$442.50	Taxable
Interment Charges – Cremation (during the week)	General Fund		\$200.00	Taxable
Internment Charges – Casket (during the weekend)	General Fund		\$663.75	
Internment Charges – Cremation (during the weekend)	General Fund		\$300.00	Taxable
Disinterment - Casket	General Fund		\$1000.00	Taxable
Disinterment - Cremation	General Fund		\$511.39	Taxable
Transfer of Interment Rights (includes recording change of ownership and issuing new deed)	General Fund		\$100.32	Taxable
Monument Installation Charges – Installing a Flat Marker measuring over 172 square inches	Care & Maintenance Fund	\$50.00	\$100.00	Taxable
Monument Installation Charges – installing an upright monument measuring up to 4 feet in height or width	Care & Maintenance Fund	\$100.00	\$200.00	Taxable
Monument Installation Charges – Installing an upright monument measuring over 4 feet in height or width	Care & Maintenance Fund	\$200.00	\$400.00	Taxable
Care and Maintenance Fee: If pre-need lot or 1 st interment prior to 1955, care & Maintenance is collected at the current rate applicable to the grave/lot \$150.00 or \$250.00 O. Reg 30/11 s. 95(2)				

**Schedule "I" to By-Law 2024-27
Recreation Services**

Service /Document		Cost	Tax
Warren Arena			
Ice Rental – Per Hour Basis - Residents	Minor Groups	\$87.00	Taxable
	Adult Groups	\$109.00	
Ice Rental- Per Hour Basis – Non-Residents	Minor Groups	\$100.00	Taxable
	Adult Groups	\$125.00	
Ice Rental – Day Rental	Minor Groups	\$1077.00	Taxable
	Adult Groups	\$1200.00	
Shinny	Per Person	\$4.42	Taxable
Shinny/Public Skating Family Pass		\$70.00	Taxable
Arena Floor – Per Hour Basis (Concrete Surface) residents	Minor Groups	\$58.00	Taxable
	Adult Groups	\$77.00	
Arena Floor – Per Hour Basis (Concrete Surface) Non-residents	Minor Groups	\$70.00	Taxable
	Adult Groups	\$90.00	
Arena Floor per day basis (including one day set-up)		\$700.00	Taxable
Lion’s Club Senior Supper (1 day)		\$50.00	Taxable
Hall Rentals – Per Hour (Meetings)	Minor Groups	\$36.00	Taxable
	Adult Groups	\$50.00	
Hall Rentals – Per Hour (Special events) 4 hours minimum	Minor Groups	\$40.00	
	Adult Groups	\$55.00	
Hall Rentals – Per Day Basis (14 hours)	Residents	\$615.00	Taxable
	Non-Residents	\$700.00	
Hall Rental – Overnight Stay		\$150.00	
Hall Rental – Warren & District Lions Club	Weekly Bingo	\$191.00	Taxable
Kitchen Rental without Hall Rental. Kitchen and kitchen equipment rentals (includes utensils, fridge, stove, small appliances, etc....) Residents only	Hourly Rates if Outside Operating Hours (above Base Rate)	\$20.00	Taxable
Entire Arena Building (includes arena ice surface; hall; kitchen duration: Friday Evening, Saturday, Sunday	Residents – Any Group	\$3500.00	Taxable
	Non-Residents	\$3700.00	Taxable
	MW Firefighters Association	\$1553.00	
	Minor Hockey	\$2,233.00	
	2 Day Rental	75% of above rates	

Entire Arena Building – Off Season (arena floor surface (no ice), hall, kitchen duration: Friday Evening, Saturday, Sunday)	Residents	\$2550.00	Taxable
	Non-Residents	\$3100.00	
	2 Day Rental	75% of above rates	
Skate Sharpening – Per Pair		\$4.42	Taxable
Curling Fees – Per 2 hour block		\$150.00	Taxable
Curling Fees – Set up		\$200.00	Taxable
Old Timers Dressing Room per Season (Oct – March)		\$572.00	Taxable
Advertising – 4’ x 8’ Signs	North or East Wall	\$325.00	Taxable
	South Wall	\$250.00	
Ice Surface Advertising 5’x12” (plus cost of vinyl logos)		\$160.00	Taxable
Advertising Board – Lobby (per slot)		\$175.00	Taxable
Zamboni Advertising	Sides	\$375.00	Taxable
	Front	\$190.00	
Boardroom Use (2 Hour Limit)		\$30.00	Taxable
Ballfield			
Ball Field Rental (Per game – 1.5 hr limit (with or without lights)		\$20.00	Taxable
Ball Field Rental – Schools booked in advance		Free	
Markstay-Warren Community Centre Facility – Entire Facility or portions thereof for municipality sanctioned organizations and for community-oriented events that directly impact our community		10% of Net Profit	Taxable
Markstay-Warren Outdoor Rink (ODR)			
Available for Rental when there is no ice on the surface during the period of April 1 to October 31	4 Hour Rental	\$60.00	Taxable
	Weekend Rate	\$120.00	

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: October 16, 2024

SUBJECT : Conference attendance in 2025 and 2026

MOTION

THAT Council extend the lifespan of the Resolution 2024-81 which states:

THAT the Mayor, all Councillors, Fire Chief, Deputy Fire Chief and PW Manager (Except for OGRA) abstain from attending any conferences in 2024 that are not mandatory or local due to our deficit. Depending on the conference topic, the CAO may attend other conferences .

That this should apply to the years 2025 and 2026 as well.

TO: Council
FOR: Decision
DEPARTMENT: Administration
DATE: October 16, 2024

SUBJECT : Speed limit reduction in construction zones

MOTION

THAT Council requests staff to reduce speed limits in construction zones, particularly in school zones, to 15 km or 20km per hour maximums.

NOTICE OF MOTION

Date: October 16, 2024

This shall serve as a motion to consider the following:

THAT Council needs to revisit the wages of the new INTERIM Fire Chief.

THAT Council needs to determine the hours of work and duties of Fire Chief.

THAT Council needs to determine the Fire Captains duties and salaries.

This motion is brought forward by Councillor Bérubé.