

## Agenda

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Regular Meeting of Council  
Corporation of the Township of The North Shore  
Wednesday, May 15<sup>th</sup>, 2024  
6:00 PM

Township of the North Shore is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/88117972643?pwd=RVpIWjNWLzlpN2ZweGMvRThRUXUwZz09>

Meeting ID: 881 1797 2643

Passcode: 687368

*This meeting is being held in a Hybrid setting. Attendees may choose to attend via ZOOM or in person in the Municipal Office Council Chambers located at 1385 Highway 17, Algoma Mills.*

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST
4. PRESENTATIONS/DELEGATION
  - a) Great Waterfront Trail Adventure cycling event 2024
5. ADOPTION OF MINUTES
  - a) Minutes of the Regular meeting minutes of May 1<sup>st</sup>, 2024
6. COUNCIL MEMBERS REPORT - Nil
7. REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES, AND COMMUNICATIONS
  - a) Cemetery Committee Recommendations - Tree Removal
  - b) Cemetery Committee Recommendations - Budget, Quarterly and Annual reports
  - c) Cemetery Committee Recommendations - Care of Plots and Volunteering
  - d) Cemetery Committee Recommendation - Community War Memorial Funding

Consent Agenda

Nil

8. OLD BUSINESS (INCLUDES THE FOLLOWING WRITTEN LETTERS/REPORTS) - Nil

**9. INTRODUCTION, READING AND CONSIDERATION OF BY-LAWS**

- a) By-Law 24-23 being a by-law to adopt the Usage and Returning of Work-Related Items Policy for the Corporation of the Township of The North Shore

**10. NOTICES OF MOTION            Nil**

**11. CLOSED SESSION            Nil**

**12. REPORT FROM CLOSED SESSION**

**13. CONFIRMATORY BY-LAW**

By-law 24-24 being a by-law to confirm the proceedings of Council at its meeting held May 15<sup>th</sup>, 2024, be read a first, second and third time enacted and passed.

**14. ADJOURNMENT**

4a)



# Great Lakes Waterfront Trail

A Legacy Initiative of the Waterfront Regeneration Trust and its Partners

PROTECT  
CONNECT  
CELEBRATE

Marlaine Koehler  
David Meyer  
Waterfront Regeneration Trust  
May 2024



# Waterfront Regeneration Trust

## **Protect, Connect, Celebrate and Regenerate Canada's Great Lakes**

Established in 1988 as Royal Commission → Waterfront Regeneration Trust-  
Provincial Agency 1992-99 → Registered Charity since 1999

Stewards of a vision for a regenerated waterfront. Our focus has been on the creation of the Great Lakes Waterfront Trail.

Co-ordinate a partnership of 170+ communities and First Nations

Promote the Great Lakes Waterfront Trail as a provincial recreational, fitness and tourism asset of national significance and key part of a strategy to protect, connect and celebrate Canada's Great Lakes.

Lake Huron North Channel Expansion launched in 2019 in partnership with Communities, DNO and MTO.

# Legacy Vision

Dedicated route as close to the water's edge as ecologically feasible

Integral part of each ecosystem

Enhancing the environment, economy, community

Celebrating our natural and cultural heritage

Connecting and engaging people to and engaging them in the legacy and all that it represents



Clean | Green | Connected | Affordable | Open | Diverse | Attractive | Useable | Accessible



# Great Lakes Waterfront Trail

PROTECT. CONNECT. CELEBRATE.

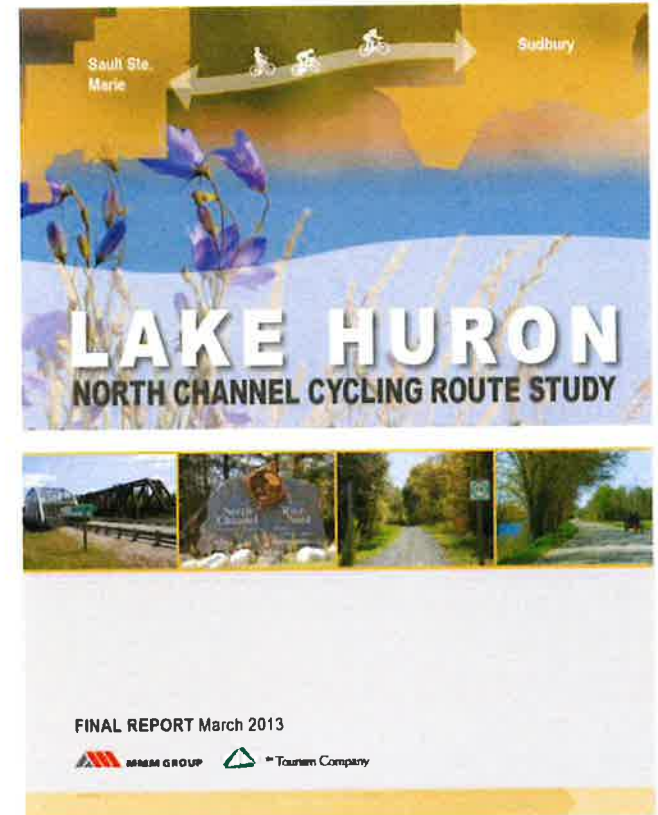
The Waterfront Trail serves as a ribbon of progress and partnership along the shores of the Great Lakes, tying together exciting waterfront projects while connecting communities and individuals to their natural world.



Measuring 3600km, the Great Lakes Waterfront Trail is a signed route of paths and roadways. It connects communities including First Nations along the Canadian shores of the Great Lakes and St. Lawrence River, the world's largest group of fresh water lakes. The first step towards an accessible, healthy, and sustainable waterfront, the Trail contributes to its ecological health, community renewal, and economic vitality. Approximately

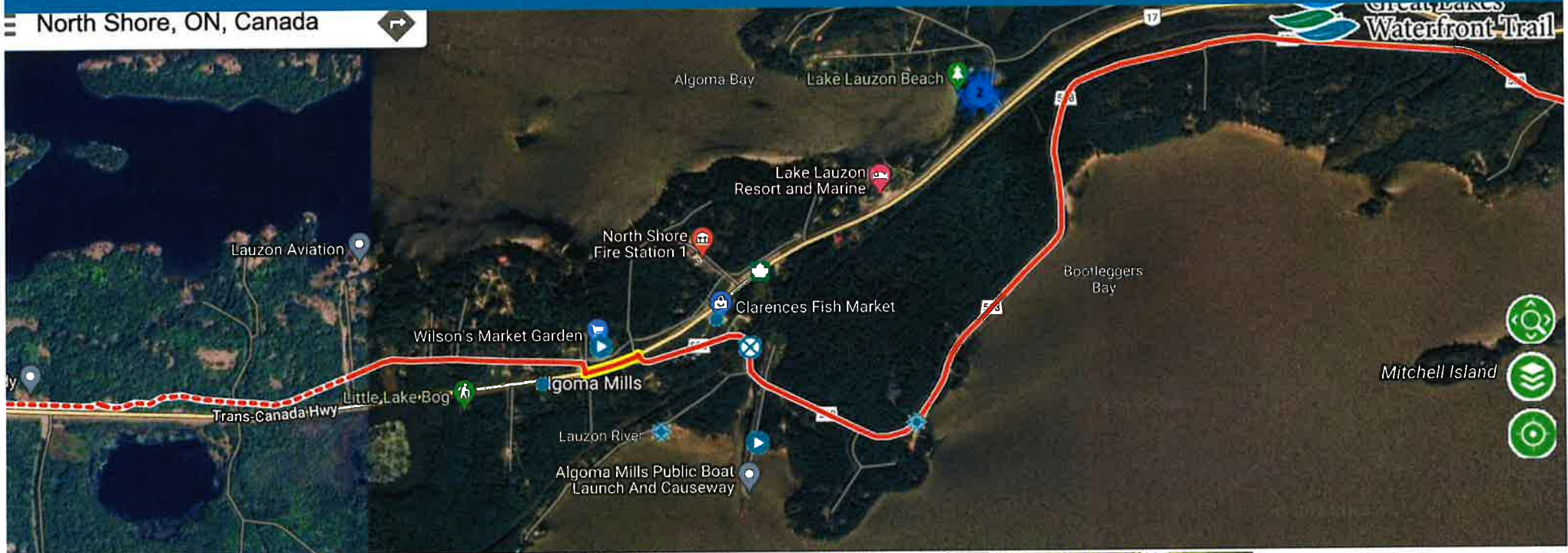
# Lake Huron North Channel Expansion

- 2011 Share the Road Bike Summit
- 2013 –Feasibility Study involves extensive consultations with the community to determine a route is possible. Tourism Sault Ste. Marie and Destination Northern Ontario are champions
- Develop a cycling route that is geared towards touring and recreational cyclists which connects communities between Sault Ste. Marie and Greater Sudbury as well as to connect key destination and attractions
  - Keeping cyclists off the main Trans-Canada Highway Corridor where possible;
  - Serve increasing demand for sustainable transportation alternatives between the urban areas and smaller communities;
  - Realize the potential for economic, tourism, health and environmental benefits.
- 2014 Waterfront Regeneration Trust (WRT) accepted an invitation from Destination Northern Ontario to lead the project and coordinate its implementation as part of the Great Lakes Waterfront Trail.
- Implementation has been on-going as part of larger initiatives to expand the Trail
  - 2014 Secured Trans Canada Trail's agreement to designate the route as part of TCT.
  - 2014 Consulted with communities along the Route to gauge interest and support for GLWT partnership model.
  - Initiate discussions with MTO.
  - 2015 Mapping workshops with communities to finalize route alignment using existing infrastructure. Produce digital and paper based maps.
  - 2015 Secured the route as part of the province-wide cycle network and \$15M investment in Waterfront Trail.
  - 2015 Baldwin Route Alignment Study
  - 2016 Mobile Workshop to field study of a route that uses existing infrastructure.
  - 2016 Work plan established with MTO to implement route in its corridor.
  - 2017 Signage implemented along the Route
  - 2018 Web resources created for the route-maps, community pages
  - 2019 MTO funds resurfacing of multi-use trail by Air Service Road to Birchwood
  - 2019 Launch the LHNC expansion with Great Waterfront Trail Adventure
  - 2021 Capital Improvements Study
  - 2021 Launch Lake Superior Expansion
  - 2022 Sign 10 communities along Lake Superior
  - 2024 GWTA Returns to LHNC



# Township of North Shore

North Shore, ON, Canada







# Great Lakes Waterfront Trail

A signature project of the Waterfront Regeneration Trust



[Our Work](#)

[The Trail](#)

[Maps](#)

[Trip Ideas](#)

[Community Profiles](#)

[Great Waterfront Trail Adventure](#)

[Donate](#)

[Media](#)

[Subscribe](#)



## Algoma Mills (Township of the North Shore)

[Home](#) / [Community Profiles](#) / [Communities](#) / [Algoma Mills \(Township of the North Shore\)](#)

Dotting with bays and rivers, the Township of the North Shore is known for its natural scenic beauty, a virtual photographer's paradise. The Township is home to three village areas along the Trail: Serpents River, Spragge and Algoma Mills, each with amenities for travellers to rest and refresh, including a campground in Serpents River and a restaurant in Spragge. Algoma Mills, the hub centre of the Township, offers a full service resort, a locally famous fish market, and a market directly off Trail that offers local produce, locally sourced fair trade coffee, delicious local baked goods, and other grocery items, making for an ideal rest stop.



### TRAIL ATTRIBUTES

(Distance: 25km)

TRAILS

100% of this route is paved with low-impact high-volume trails, including multi-use trails, water trails, and equestrian trails. Improvements to the section of the Trail will include widening paved shoulders with an anticipated completion time of Summer 2017.

In the North Shore, you'll find plenty of reasons to get out and get up close to nature. Whether you're an avid cyclist, hiker, angler or paddler, you'll find you won't have to travel far to hit a local trail, explore chains of lakes, tackle some world-class fishing, enjoy a quiet northern beach, or get out into the wild spaces and take the prize photo that only nature will ever quite capture the experience of it all.

Walking Trails to explore:

Kennedy Trail, Serpents River - access from the Serpents River MTO rest stop.

Wagon Trail, Spragge

LOCAL MAPS AND CONNECTIONS

STAGING AREAS

AMENITIES AND TRANSPORT

HELPFUL LINKS

#### Connections

**Trans-Canada Trail:** The Trans-Canada Trail network stretches from the Atlantic Ocean to the Pacific and Arctic Oceans, forming the largest trail network in the world. The section in North Chatham section of the Trail is designated as Trans-Canada Trail.

**Don't Trail Touring Route:** A 120km drive through the heart of Algoma with plenty of opportunities to explore. The Touring Route also connects to Iron Bridge, Blind River, and Missisquoi First Nation, extending connecting all elements connecting points to the Great Lakes Waterfront Trail and Trans-Canada Trail.

#### Links to Local Maps

[Great Lakes Touring Route](#)

#### Community Links

[Township of the North Shore](#)



algoma mills

Signage Needed  
EB travel-Slight right sign.  
WB travel-confirmation sign



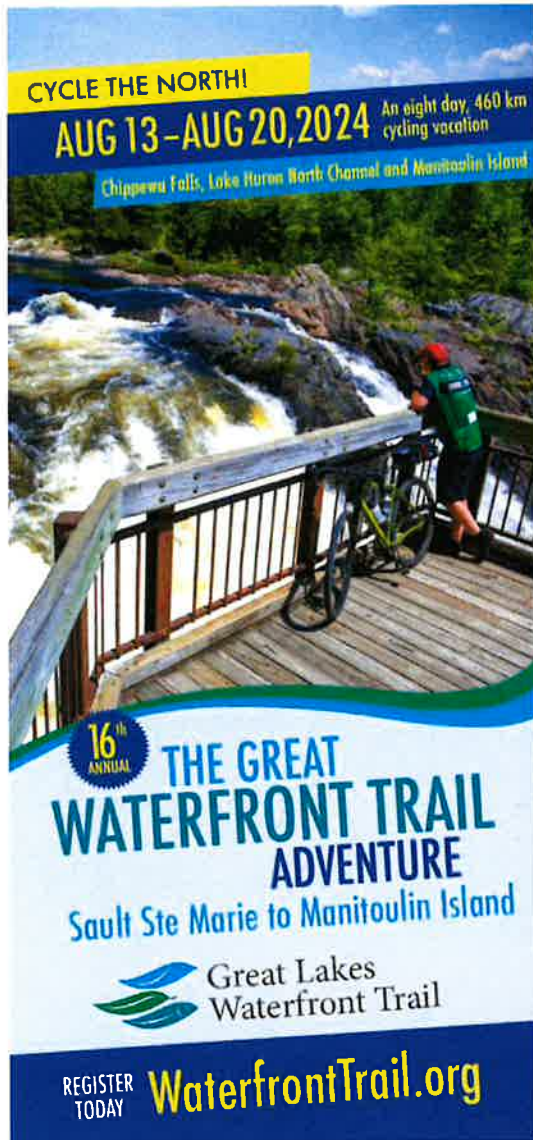
Signage Needed  
WB travel-confirmation sign



Centre St  
Google Street View  
021

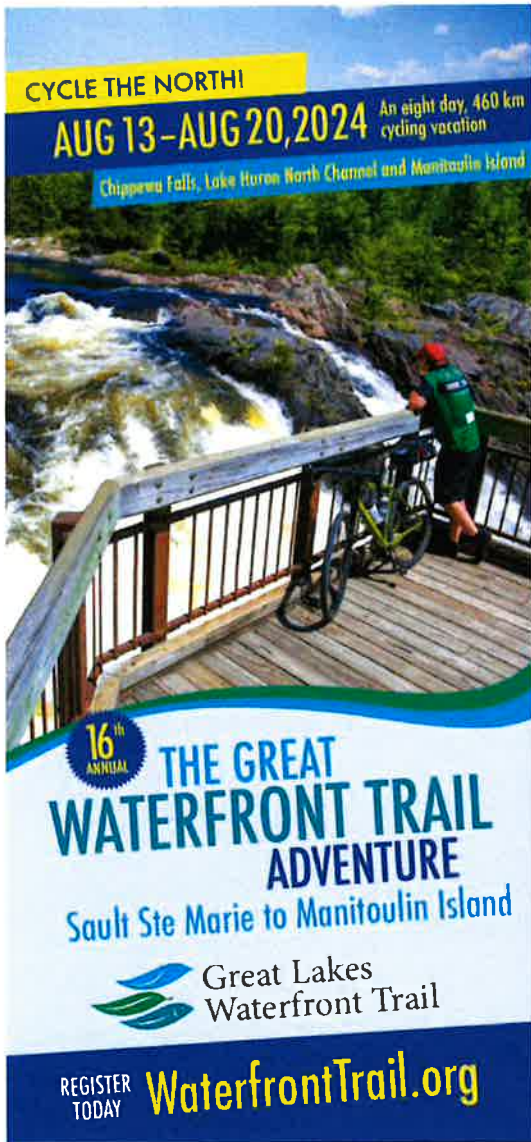
Signage Needed  
EB travel-Slight right sign.





# Great Waterfront Trail Adventure

- Annual event, fully supported cycling experience
- 16<sup>th</sup> years in 2024
- Launched every new section of the Trail
- Celebrates progress on the development and enhancement of the Trail
- Catalyzed expansions
- Engage elected, community leaders and businesses
- Features on and off bike activities
- Landscape, hospitality, camaraderie, organization
- 2023 event generated \$215K for the region



# Great Waterfront Trail Adventure 2019

- 25% first time on the GWTA
- 76% first time cycling in Northern Ontario.
- 86% state this section of the Trail provides a great cycling experience
- 98% will recommend the GWTA to friends and family
- 92% rate the GWTA as an excellent
- 79% will recommend the Lake Huron North Channel to friends and family for a visit
- 84% believe this section of the route is well-marked
- 78% felt safe on this section of the Trail
- 94% view the Trail as an important part of regenerating the Great Lakes
- 52% will return to visit a community or area we cycle during the 2019 GWTA.
- \$985 Average spending per participant.
- Consistently listed as top choice for a return visit

16<sup>th</sup> ANNUAL

THE GREAT WATERFRONT TRAIL ADVENTURE

SAULT STE MARIE TO MANITOULIN ISLAND

AUG 13 - AUG 20, 2024

CLICK TO LEARN MORE

- Tuesday August 13— Travel day to SSM, Meet and Greet Reception
- Wednesday August 14 — Ride to Chippewa
- Thursday, August 15 — SSM to Bruce Mines
- Friday, August 16 — Bruce Mines to Blind River
- Saturday, August 17 — Blind River to Massey
- Sunday, August, 18 — Massey to Little Current
- Monday, August 19 — Manitoulin Island
- Tuesday August 20 — Bus home.

# Great Waterfront Trail Adventure 2024

## Saturday, August 17 — Blind River to Massey 95/115 km

- 7:00 to 8:00am - Breakfast in Blind River
- **~8:00am to 9:30am 16km – North Shore Shuttle Drop off and Rest Stop**  
**Algoma Mills Causeway Interpretive panels at the Causeway Park relate the local history and a locomotive replica created by a local artist commemorates our past. .**
- 16km – Bootlegger’s Bay - Highway 538
- 8:30am to 10:30am 32km – Suggested Stop – Spragge
- 35 km – Suggested Stop Deer Trail Tourism Information Centre [Map 3]: • Public Washrooms • Picnic area • Nature Trail
- 9:30am to 11:00am 40 km – Rest Stop - Serpent River Park. Rest stop has restrooms, a picnic area, hiking trails and views of both Serpent River Falls and Kennebec Falls.









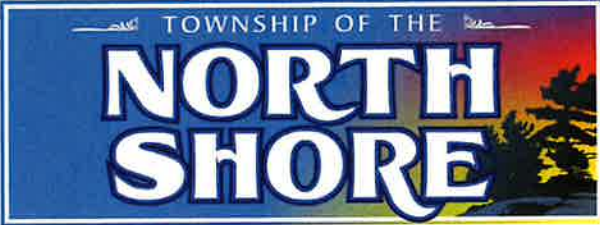
Waterfront Regeneration Trust requests:

The Township install two signs (GLWT and TCT) to mark the route in Algoma Mills. The signs will be provided by the WRT.

The Township grant WRT permission to use Algoma Mills Causeway for a shuttle drop off and rest stop during the 2024 GWTA.

The Township host the welcome/rest stop greeting riders, providing light refreshments, water refills, and a selfie station, as it did so successfully in 2019.

The Township participates in the Waterfront Trail partnership to support the continued expansion, improvement and promotion of the Great Lakes Waterfront Trail which involves an annual contribution.



# Minutes

Regular Council Meeting  
Township of the North Shore  
Wednesday, May 1<sup>st</sup>, 2024  
6:00 p.m.  
Hybrid Meeting

ATTENDANCE

Council: Tony Moor - Mayor  
Robin Green - Councillor at Large  
Richard Welburn - Ward 1 - electronic  
Len Menard - Ward 2  
Tracey Simon - Ward 3 - *left meeting at 7:34 PM*

Staff: Matt Simon, Public Works Manager/Fire Chief - *left meeting at 7:33PM*  
Rachel Schneider, Municipal Clerk/Deputy Treasurer  
Craig Davidson, Deputy Treasurer - *left meeting at 6:53 PM*

CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

APPROVAL OF AGENDA  
RESOLUTION #24-122

Moved by: L. Menard  
Seconded by: R. Green

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore approves the agenda as circulated

CARRIED

DISCLOSURES OF PECUNIARY INTEREST

T. Simon - Closed Item 4f

PRESENTATIONS/DELEGATION

a) MMAH FIT review/presentation

**ADOPTION OF MINUTES**

a) Regular meeting minutes of May 1<sup>st</sup>, 2024

**RESOLUTION #24-123**

Moved by: R. Green

Seconded by: R. Welburn

BE IT RESOLVED: That Council of the Corporation of the Township of the North Shore adopts the Regular meeting minutes of April 17<sup>th</sup>, 2024.

**CARRIED**

**COUNCIL MEMBERS REPORT**

**REPORTS AND MOTIONS OF MUNICIPAL STAFF, COMMITTEES AND COMMUNICATION**

a) MAP Unit 1 - Course results for Clerk

**RESOLUTION #24-124**

Moved by: T. Simon

Seconded by: L. Menard

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore receive the report as presented regarding the results of the MAP Unit 1 Course taken by the Municipal Clerk for information purposes.

**CARRIED**

b) Long-term Debt

**RESOLUTION #24-125**

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the staff report for consideration

**CARRIED**

c) Usage and Returning of Work-Related Items Policy

**RESOLUTION #24-126**

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED That Council for the Corporation of the Township of The North Shore receive the staff report as presented for consideration, and that Council approve the Usage and Returning of Work-Related Items Policy.

**CARRIED**

d) Canada Day 2024 Celebration

**RESOLUTION # 24-127**

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED THAT Council for the Corporation of the Township of the North Shore receive the "Canada Day 2024 Celebration" report for information purposes

**CARRIED**

e) Acceptable Use Policy

RESOLUTION # 24-128

Moved by: T. Simon

Seconded by: R. Green

BE IT RESOLVED THAT Council for the Corporation of the Township of the North Shore receive the staff report as presented for consideration, and that Council approve the Acceptable Use Policy.

*Councillor At Large did not ask for a record vote but wanted it recorded that his vote was NO to pass the policy*

*Item deferred until June 19<sup>th</sup>, 2024, meeting*

DEFERRED

Consent Agenda Nil

OLD BUSINESS Nil

INTRODUCTION, READING, AND CONSIDERATION OF BY-LAWS

NOTICES OF MOTION Nil

CLOSED SESSION

RESOLUTION #24-129

Moved by: T. Simon

Seconded by: R. Welburn

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore move to Closed Session pursuant to Section 239 (2) of the Municipal Act, to consider items 1-11, specifically:

To move to Closed Session pursuant to Section 239 (3.1) of the Municipal Act, to consider:

- ii. (b) personal matters about an identifiable individual, including municipal or local board employees
- iv. (d) labour relations or employee negotiations
- v. (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- vi. (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- viii. (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them
- xi. (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

Closed session meeting attendance by: Township of The North Shore Municipal Council, Clerk, Fire Chief

For the purpose of legal and human resource matters

CARRIED

*M. Simon exited Council Chambers at 6:51 PM  
C. Davidson left the meeting at 6:53 PM*

*The Mayor called a recess at 6:53 PM  
R. Green exited Council Chambers at 6:53 PM  
L. Menard exited Council Chambers at 6:54 PM  
T. Simon exited Council Chambers at 6:54 PM  
R. Schneider exited Council Chambers at 6:55 PM and returned at 6:58 PM*

*T. Simon returned to Council Chambers at 6:59 PM*  
*M. Simon returned to Council Chambers at 6:59 PM*  
*M. Simon exited Council Chambers at 7:00 PM*  
*R. Green returned to Council Chambers at 7:00 PM*  
*L. Menard returned to Council Chambers at 7:01 PM*  
*M. Simon returned to Council Chambers at 7:01 PM*  
*R. Welburn exited Council Chambers at 7:01 PM and returned at 7:02 PM*  
*The Mayor resumed the meeting at 7:03 PM*

*M. Simon left the meeting at 7:33 PM*  
*T. Simon left the meeting at 7:34 PM*

*R. Schneider exited Council Chambers at 7:40 PM and returned at 7:42 PM*

*L. Menard exited Council Chambers at 8:26 PM and returned at 8:27 PM*

**REPORT FROM CLOSED SESSION**

**RESOLUTION #24-130**

Moved by: L. Menard  
Seconded by: R. Welburn

BE IT RESOLVED: That Council for the Corporation of the Township of The North Shore arise from Closed Session at 8:28 PM and report as follows: Council gave direction to the Mayor and Clerk regarding the legal and human resource matters and approve that Bob Major, Rachel Jean Schneider, and Nadia Cruz Molina be hired as Volunteer Firefighters, provided all qualifications are met

CARRIED

**CONFIRMATORY BY-LAW**

**RESOLUTION # 24-131**

Moved By: R. Welburn  
Seconded By: L. Menard

BE IT RESOLVED: That the Council of the Corporation of the Township of The North Shore hereby approve By-Law No. 24-21, Being a By-Law to Confirm the Proceedings of Council at its Regular meeting held May 1<sup>st</sup>, 2024, be read a first, second and third time, enacted and passed.

CARRIED

**ADJOURNMENT**

**RESOLUTION # 24-132**

Moved By: L. Menard  
Seconded By: R. Green

BE IT RESOLVED: That the Corporation of the Township of The North Shore Regular Council meeting of May 1<sup>st</sup>, 2024, do now adjourn at 8:30 PM to meet again on the 13<sup>th</sup> day of May 2024 at 6:00 p.m., or at the call of the Chair.

CARRIED

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Tony Moor, Mayor

---

Rachel Jean Schneider, Clerk/Deputy Treasurer

7a)



May 8, 2024

Meeting of May 15, 2024

## Council Report

**SUBJECT: RECOMMENDATIONS TO COUNCIL FROM CEMETERY COMMITTEE – TREE REMOVAL AT CEMETERY**

**RECOMMENDATION: That Council approves the Cemetery Committee recommendations to accept the provided quote for tree removal of three tree at the Algoma Mills Cemetery in the amount of \$950 plus HST, to direct staff to contact Sault Tree Experts to begin the tree removal, and to direct staff to obtain and provide a second quote to remove the remaining 2 trees.**

The Cemetery Committee met in Council Chambers at 1pm on Thursday, May 2<sup>nd</sup>, 2024.

The Cemetery Committee and Chair are asking Council to consider the following recommendations (see attached Resolutions from meeting):

***“BE IT RESOLVED: That the Cemetery Committee recommend to Council to accept the quote from Sault Tree Experts for the removal of 3 trees only in the amount of \$950”***

***“BE IT RESOLVED: That the Cemetery Committee recommend to Council to get a quote from Sault Tree Experts to remove the 2 additional trees.”***

Prepared by/Submitted by:

Rachel Schneider, Municipal Clerk/Deputy Treasurer



COPY

Resolution # 06

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 5e)

MOVED BY: J. Johnson

SECONDED BY: D. Lewis

**BE IT RESOLVED:** That the Cemetery Committee recommend to Council to accept the quote from Sault Tree Experts for the removal of 3 trees only in the amount of \$950.

CARRIED ✓ DEFEATED \_\_\_\_\_ CHAIR Heather Pelky

RECORDED VOTE:

DECLARATION OF CONFLICT OF INTEREST:

\_\_\_\_\_

\_\_\_\_\_





COPY

Resolution # 07

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 5e1

MOVED BY: D. Lewis

SECONDED BY: S. Cicero

**BE IT RESOLVED:** That the Cemetery Committee recommend to Council to get a quote from Sault Tree Experts to remove the 2 additional trees.

CARRIED  DEFEATED  CHAIR Heather Pelkey

RECORDED VOTE:

DECLARATION OF CONFLICT OF INTEREST:

\_\_\_\_\_

\_\_\_\_\_

7b)



May 8, 2024

Meeting of May 15, 2024

## Council Report

**SUBJECT: RECOMMENDATIONS TO COUNCIL FROM CEMETERY COMMITTEE – BUDGET, QUARTERLY AND ANNUAL REPORTS**

**RECOMMENDATION: That Council approves the Cemetery Committee recommendations to receive the 2024 Budget information regarding the Cemetery once the budget has passed, that staff provide the Cemetery Committee with Quarterly reports regarding the Cemetery at their next scheduled meeting after Council receives the Quarterly reports, and that Council direct staff to provide the Cemetery Committee with an annual fiscal report regarding the Cemetery Department.**

The Cemetery Committee met in Council Chambers at 1pm on Thursday, May 2<sup>nd</sup>, 2024.

The Cemetery Committee and Chair are asking Council to consider the following recommendations (see attached Resolutions from meeting):

***“BE IT RESOLVED: That the Cemetery Committee request the Budget information for the 2024 fiscal year and be supplied with quarterly reports.”***

***“BE IT RESOLVED: That the Cemetery Committee request the annual fiscal report indicating revenue, expenses, interest and account balance for 2023 to present.”***



COPY

Resolution # 05

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S):

5d)

MOVED BY: V. Charbonneau

SECONDED BY:

J. Johnson

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**BE IT RESOLVED:** That the Cemetery Committee request the Budget information for the 2024 fiscal year and be supplied with quarterly reports.

CARRIED

DEFEATED

CHAIR

Heather Pelky

RECORDED VOTE:

DECLARATION OF CONFLICT  
OF INTEREST:

\_\_\_\_\_

\_\_\_\_\_



COPY

Resolution # 11

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 51)

MOVED BY: V. Charbonneau

SECONDED BY: J. Johnson

**BE IT RESOLVED:** That the Cemetery Committee request the annual fiscal report indicating revenue, expenses, interest and account balance for 2023 to present.

CARRIED  DEFEATED  CHAIR Heather Pelkey

RECORDED VOTE:  
\_\_\_\_\_

DECLARATION OF CONFLICT OF INTEREST:  
\_\_\_\_\_

7c)



May 8, 2024

Meeting of May 15, 2024

### Council Report

**SUBJECT: RECOMMENDATIONS TO COUNCIL FROM CEMETERY COMMITTEE – CARE OF PLOTS AND VOLUNTEERING**

**RECOMMENDATION: That Council approves the Cemetery Committee recommendations for staff to forward information regarding Care for Plots to the Committee, that Council give the Cemetery Committee permission to rake and plant flowers and provide general clean up at the cemetery, and that Council approves the staff recommendation that all Committee and Volunteers fill out a liability form before volunteering and direct staff to provide the Committee with an updated waiver of liability form for the Committee’s next scheduled meeting.**

The Cemetery Committee met in Council Chambers at 1pm on Thursday, May 2<sup>nd</sup>, 2024.

The Cemetery Committee and Chair are asking Council to consider the following recommendations (see attached Resolutions from meeting):

***“BE IT RESOLVED: That the Cemetery committee receive the information on Care of Plots and request further clarification on what volunteers can do.”***

***“BE IT RESOLVED: That the Cemetery committee request permission for volunteers to rake and plant flowers and general clean up at the cemetery.”***

Council is being asked by staff to consider having the Cemetery Committee and any Volunteers fill out a waiver form prior to any and all volunteering at the Cemetery and area. This will ensure that all parties involved are aware of the potential risks and that they are not covered under WSIB or the Township’s insurance in case of injury or illness, accidental death or dismemberment, for medical and dental expenses, or wage loss as a result of an accident incurred by the volunteers.

Prepared by/Submitted by: Rachel Schneider, Municipal Clerk/Deputy Treasurer



COPY

Resolution # 04

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 5c

MOVED BY: R. Welburn

SECONDED BY: D. Lewis

**BE IT RESOLVED:** That the Cemetery committee receive the information on Care of Plots and request further clarification on what volunteers can do.

CARRIED ✓ DEFEATED \_\_\_\_\_ CHAIR Weathen Pelkey

RECORDED VOTE:  
\_\_\_\_\_

DECLARATION OF CONFLICT  
OF INTEREST:  
\_\_\_\_\_



COPY

Resolution # 09

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 59)

MOVED BY: D. Lewis

SECONDED BY: V. Charbonneau

**BE IT RESOLVED:** That the Cemetery committee request permission for volunteers to rake and plant flowers and general clean up at the cemetery.

CARRIED ✓ DEFEATED \_\_\_\_\_ CHAIR Katherine Pelky

RECORDED VOTE:

DECLARATION OF CONFLICT OF INTEREST:

\_\_\_\_\_

\_\_\_\_\_

7d)



May 8, 2024

Meeting of May 15, 2024

## Council Report

**SUBJECT: RECOMMENDATIONS TO COUNCIL FROM CEMETERY COMMITTEE – COMMUNITY WAR MEMORIAL FUNDING**

**RECOMMENDATION: That Council approves the Cemetery Committee recommendations to direct staff to apply for the Community War Memorial Funding once more information is received from the Cemetery Committee**

The Cemetery Committee met in Council Chambers at 1pm on Thursday, May 2<sup>nd</sup>, 2024.

The Cemetery Committee and Chair are asking Council to consider the following recommendations (see attached Resolutions from meeting):

***“BE IT RESOLVED: That the Cemetery Committee recommend to Council to apply for the Community War Memorial funding.”***

The Clerk has been provided with some great information regarding the funding opportunity but still requires the following information from the Cemetery Committee (per the application):

- Proposed Memorial Name and Start/End dates of project
- Size of monument and location of where monument will sit in Cemetery
- Who does the memorial commemorate and does it commemorate specific conflict, wars and/or peace support efforts?
- Which languages will be on the memorial and what text will be on memorial
- How will the memorial recognize those who served in Canada’s efforts during war, military and peace and what does the project hope to accomplish?
- A specific quote (not verbal) of the costs associated with the monument
- Anticipated revenues and total funding requested

**Applications for funding up to \$10,000 are accepted year-round.**

**The application deadline for funding up to \$25,000, for projects occurring between 1 April 2025 and 31 March 2026, is 1 December 2024.**

Prepared by/Submitted by: Rachel Schneider, Municipal Clerk/Deputy Treasurer





COPY

Resolution # 10

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

CEMETERY COMMITTEE MEETING

MEETING DATE: May 2nd, 2024

AGENDA ITEM(S): 5h)

MOVED BY: J. Johnson

SECONDED BY: J. Bartley

**BE IT RESOLVED: That the Cemetery Committee recommend to Council to apply for the Community War Memorial funding.**

CARRIED  DEFEATED  CHAIR Deborah Pelky

RECORDED VOTE:  
\_\_\_\_\_

DECLARATION OF CONFLICT OF INTEREST:  
\_\_\_\_\_



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> [Community War Memorial](#)



# Community War Memorial

Community War Memorial funding supports the construction, restoration or expansion of a community war memorial.

## Who can apply?

To be eligible, the project must commemorate the achievements and sacrifices of those who served Canada since Confederation (1867). Eligible recipients are non-profit or for-profit organizations, in Canada or abroad. Organizations can also be provincial, territorial or municipal levels of Canadian government. The project must be of a finite duration, with clear start and end dates.

## How to apply

Please review the [guidelines](#) and apply through the [virtual portal](#). You can submit your funding application and supporting documents through the [portal](#).

Please note that we no longer accept applications by mail or email.

**Note:** Projects submitted to Veterans Affairs Canada must adhere to the Official Languages Act. For example, projects involving the construction of a new war memorial must ensure that inscriptions are in both official languages.

## Application deadline

- Applications for grant funding for small restoration projects, up to **\$10,000**, are accepted year-round.
- The application deadline for funding up to **\$25,000**, for projects occurring between 1 April 2025 and 31 March 2026, is **1 December 2024**.

To be considered, applications must be duly completed. Veterans Affairs Canada will acknowledge receipt of applications and may solicit additional information. Veterans Affairs Canada aims to notify applicants in writing of its funding decision within 12 weeks, provided that an application is deemed complete.

If you have questions about your application, please [contact us](#).

# No. 2 Construction Battalion commemorative projects

The 2024 application deadline for dedicated funding for projects honouring No. 2 Construction Battalion has passed.

More information on when applications for 2025 will open, and the application deadline, will be shared in the coming months.

Dedicated funding is being provided by the Department of National Defence and is being made available based on a recommendation from the National Apology Advisory Committee.

## More information

### Guidelines



### Community Engagement

Community Engagement funding supports organizations undertaking remembrance initiatives including commemorative activities or the development of commemorative materials.



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# Program Guidelines – Community War Memorial funding

Veterans Affairs Canada (VAC) is committed to honouring those who served Canada in times of war, military conflict and peace, and to keeping the memory of their achievements and sacrifices alive for all Canadians. The objective of the Commemorative Partnership Program (CPP) is to provide funding to organizations undertaking remembrance initiatives. These guidelines are to be used by organizations that wish to apply for funding related to the construction, restoration or expansion of a community war memorial. Separate guidelines are available for [community engagement](#) projects.

## Eligible recipients

Eligible recipients are non-profit and for-profit organizations, in Canada or abroad, as well as Canadian provinces, territories and municipalities. Individuals and federal organizations are not eligible for funding.

## Eligible projects

To be eligible, the project must commemorate the achievements and sacrifices of those who served Canada post-Confederation (1867). The project may be related to the construction, restoration or expansion of a community war memorial. It must also be of a finite duration, with clear start and end dates.

Eligible projects may be assessed against the following criteria:

- The applicant has the capacity to deliver the project.
- The project objectives are specific and realistic and clearly support the objective of the CPP.
- The project will engage youth, Veterans, Canadian Armed Forces members and/or the general public in recognizing all those who served in Canada's efforts during war, military conflict and peace.
- The project will have noticeable impact and reach.
- Where agreements for collaboration are required to ensure the successful delivery of the project, contributors have confirmed their participation.
- The proposed budget is reasonable and sufficiently detailed.

Advice from conservation experts may be considered in the review process.

## Ineligible projects

A project is not eligible if:

- the memorial is dedicated solely to an individual;
- the memorial is of national significance;
- it is on federal land, with the exception of Reserves;
- it establishes a requirement for ongoing funding;
- it is completed before the application is submitted; or
- its revenues cover or exceed expenditures.

## Eligible expenditures

**IMPORTANT:** Eligible expenditures must be directly related to the project. Only expenditures incurred from the date of receipt of an application to the end of the agreement period may be considered for reimbursement. Priority will be given to expenditures related to the structure, accessibility and safety of the site.

Examples of eligible expenditures include:

- professional fees;
- administrative expenditures (e.g. printing, photocopying, fax, mail);
- equipment and machinery rental expenditures;
- reasonable travel expenditures inherent to the success of the project;
- salaries or wages, consistent with activities undertaken;
- design or assessment fees, consistent with activities undertaken and time required;
- expenditures related to the relocation of a monument, when warranted;
- construction expenditures.

## Ineligible expenditures

Ineligible expenditures include, but are not limited to:

- expenditures related to the purchase of land or buildings;
- expenditures related to the construction of buildings or parks;
- operational expenditures; or
- expenditures related to landscaping, benches, garbage cans, and fencing for enhancement purposes.

**IMPORTANT:** The Government of Canada will not, under any circumstances, assume responsibility for a community war memorial that was funded through CPP.

# Funding

Funding may be approved in part or in entirety and is subject to the availability of resources in any given fiscal year. Funding decisions may be based on the number and quality of applications received.

The form of payment (grant or contribution) will be determined based on such elements as the amount of funding provided, the risk associated with the project, the project's complexity and the management capacity of the applicant.

Up to 50% of eligible expenditures, not exceeding a maximum of \$25,000, may be reimbursed. A minimum of 25% of the applicant's portion of the overall project cost must be cash, while up to 25% can be contributions made in-kind.

VAC encourages and supports projects led by Indigenous communities to honour the achievements and sacrifices of Indigenous Peoples who served. For war memorial projects in Indigenous communities, recipients may be reimbursed up to 100% of eligible expenditures, not exceeding a maximum of \$50,000. Please contact the CPP staff at [cpp-ppc@veterans.gc.ca](mailto:cpp-ppc@veterans.gc.ca) for more information.

For projects involving the construction of a new war memorial, VAC will require that inscriptions be in both official languages.

For projects involving the construction of an addition or a new war memorial, applicants may be required to provide the following information in support of an application: documentation to identify ownership of the new or expanded monument; and documentation to identify roles and responsibilities related to the ongoing maintenance of the new or expanded monument.

Recipients must adhere to these guidelines and the conditions set out in the funding agreement, including the submission of a final report that demonstrates the results achieved.

# Application

Please review the guidelines and apply through the [virtual portal](#). You can submit your funding application and supporting documents through the [portal](#).

Please note that we no longer accept applications by mail or email.



To speak to CPP staff, call toll free:

- [1-866-522-2122](tel:1-866-522-2122) (English)
- [1-866-522-2022](tel:1-866-522-2022) (French)

To be considered, applications must be duly completed. VAC will acknowledge receipt of applications and may solicit additional information. Only applications deemed complete will be assessed.

Veterans Affairs Canada aims to notify applicants in writing of its funding decision within 12 weeks, provided that an application is deemed complete.

Applications for Community War Memorial funding up to \$10,000 are accepted year round.

For more information on application deadlines, please [contact CPP staff by email](#).

## Final report

A final report must be submitted at the conclusion of the project. The report will enable the organization to fulfill its obligation of accountability to VAC. The report will serve to measure the results and accomplishments of the initiative.

### MORE INFORMATION



### Community Engagement

Community Engagement funding supports organizations undertaking remembrance initiatives including commemorative activities or the development of commemorative materials.

Date modified: 2024-05-06

9a)

**BY-LAW NO: 24-23**

**Being a bylaw to adopt the Usage and Returning of Work-Related items Policy for  
The Corporation of the Township of The North Shore**

WHEREAS Section 5(1) of the Municipal Act S.O. 2001, c.25, as amended, grants that the powers of a municipality shall be exercised by its Council;

AND WHEREAS Section 5(3) of the Municipal Act 2001 S.O. 2001, c.25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 5(4) subsections (1) to (3) of the Municipal Act S.O. 2001, c.25, as amended, apply to all municipal powers, whether conferred by this Act or otherwise;

AND WHEREAS the Council of the Corporation of the Township of the North Shore deems it appropriate to adopt a Usage and Returning of Work-Related items Policy;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE HEREBY ENACTS AS FOLLOWS:

1. That the Usage and Returning of Work-Related items Policy and attached "Returned Work-Related Items" hereto as Schedule "A" be adopted.
2. That Schedule "A" be declared to form part of this by-law.
3. This By-Law shall come into force and take effect on the date of passing thereof and its short title is "Usage and returning of Work-Related items Policy By-Law".

**READ A FIRST, SECOND AND THIRD TIME, ENACTED AND FINALLY PASSED THIS 15<sup>th</sup> DAY OF MAY 2024.**

\_\_\_\_\_  
Tony Moor, Mayor

\_\_\_\_\_  
Rachel Jean Schneider, Clerk/Deputy Treasurer

THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE

POLICY MANUAL

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POLICY TITLE:

The Usage and Returning of Work-Related items

SUBJECT:

The Usage and Returning of Work-Related Items by Council, Staff, and Volunteer Firefighters

POLICY SECTION:

R

POLICY NO:

5

EFFECTIVE DATE:

May 1, 2024

ENACTED BY:

Resolution, By-Law 24-23

**PURPOSE:**

To define and describe the expectations and steps to be taken to return Work-Related items to the Township of The North Shore.

**APPLICATION:**

This policy applies to all current and future members of the Township of The North Shore Municipal Council, staff, and the Volunteer Fire Department.

**DEFINITION:**

"Individual" for the purpose of this Policy means any member of Council, Staff, or the Volunteer Fire Department

"Township Representative" for the purpose of this policy means Immediate Supervisor, or the Mayor or Designate, or the Clerk or Designate, or the Fire Chief.

"Work-Related Items" is defined as "Connected with your job or work" and includes, but is not limited to:

- The Individual's laptop computer and laptop computer accessories including mouse, any power cords, laptop computer bags or protective gear, stylus pens, printers.
- The Individual's work cellular telephone and cellular telephone accessories including any protective cases or screen covers, power cords.
- Any and all USB sticks, Jump drives, Flash drives, Thumb drives, Memory sticks, Data sticks, Back up devices, any other device that may be used to keep or transfer Township of The North Shore information. In the case where the memory device (as listed above) is owned by the Individual, the Township of The North Shore will ensure that all Township related information within the device is properly deleted from the device upon return of the Work-Related Items.
- Any and all documents, or duplicates of documents, that are the property of the Township of The North Shore
- Any and all login and password information, combinations, security codes, and key codes that are used during their Council term or employment at the Township of The North Shore
- Any and all keys to the Township of The North Shore Municipal Office, cupboards, file cabinets, mailboxes, vehicles, and buildings
- Any and all Credit Cards, banking cards, gas cards, and any other financial or banking items used or acquired during the Council term or employment at the Township of The North Shore.
- Any and all notes, records, reports, drawings or other documents, executed by or acquired by the Individual in the course of their Council term or employment.

## By-Law 24-23

- Any and all tools and equipment, safety devices or personal protection equipment, uniforms, Township branded clothing, fire department turnout gear, or any other item acquired by the Individual in the course of their Council term or employment.

### **GENERAL:**

Work-Related Items supplied by the Township of The North Shore and Work-Related Items executed by or acquired by the Individual during the course of their Council term or employment shall remain or become the property of the Township of The North Shore.

All Work-Related Items shall only be used for Township of The North Shore business and the Individual shall do nothing to cause damage recklessly or intentionally to the Work-Related Items.

The Individual shall comply with all applicable Township of The North Shore policies when using the Work-Related Items.

### **EXPECTATIONS:**

The Individual shall surrender all Work-Related items to the applicable Township Representative in person. All items returned to the applicable Township Representative will be confirmed as received and a "Returned Work-Related Items" form (Appendix A) will be signed by both parties involved in the reviewing of the returned Work-Related items. A copy of the signed "Returned Work-Related Items" form (Appendix A) will be provided to the Individual.

The Individual shall return all Work-Related items by the end of the last scheduled workday during regular business hours (9:00 AM - 4:30 PM) after giving notice of Resignation.

The Individual shall return all Work-Related items within two (2) business days, by the end of the workday during regular business hours (9:00 AM - 4:30 PM) after notice is given of Termination. At the time the Individual returns the Work-Related items, all personal items that are owned by the Individual shall be returned to the Individual. The Individual, at their discretion, may forward a list of personal items to be gathered to the applicable Township Representative.

The Individual shall return all Work-Related Items prior to taking a leave of absence scheduled for more than two weeks. If the Individual's leave of absence is unexpectedly extended so that it lasts longer than two weeks, that Individual should use reasonable efforts to contact the applicable Township Representative to arrange for return of the Work-Related Items.

The Individual shall surrender all Work-Related Items in good working order upon request from the Township of The North Shore or prior to their separation (of any form) from the Township of The North Shore.

If the Individual fails to return the Work-Related Items in the manner or timeline as described in this Policy, the Ontario Provincial Police may be notified.

# Returned Work-Related Items

ITEMS	DATE OF RETURN	INDIVIDUAL INITIALS	TOWNSHIP REPRESENTATIVE INITIALS
Laptop Computer with power cords			
Laptop Computer bag/protective gear			
Laptop Computer mouse			
Laptop Computer stylus pens			
Printer with power cords			
Printer paper			
Township Cellular Telephone with power cords, covers, protective cases/screens			
USB sticks/Jump drives/Flash drives/Thumb drives/Memory sticks/Data sticks/Backup devices			
Login and password information			
Combinations, security codes, any key codes			
Outside doors office keys			
Inside doors office keys			
File cabinet/cupboard keys			
Keys to Landfill, Public Works keys			
Vehicle keys			
Township Credit Card			
Township banking cards, gas cards			
Banking login "keychain"			
Any and all notes/records, reports, drawings			
Policy binders, Zoning By-laws, Official Plan			
Procedure By-Law, manuals, forms			
Tools or equipment			
Safety devices/Personal protective equipment			
Uniforms or Township branded clothing			
Fire Department turnout gear			
Other:			
Other:			
Other:			

By signing this form, I am confirming that all (applicable) items have been returned to the Township of The North Shore per the Usage and Returning of Work-Related Items Policy.

\_\_\_\_\_  
Individual Signature

\_\_\_\_\_  
Township Representative Signature



COPY

Resolution # 126

PO Box 108, Algoma Mills, ON P0R 1A0  
(705) 849-2213 (705) 461-1821

REGULAR COUNCIL MEETING

MEETING DATE: May 1<sup>st</sup>, 2024

AGENDA ITEM(S): 7c

MOVED BY: T. Simon

SECONDED BY: R. Green

**BE IT RESOLVED** That Council for the Corporation of the Township of The North Shore receive the staff report as presented for consideration, and that Council approve the Usage and Returning of Work-Related Items Policy.

Conflict of Interest disclosed by :		Ward 1	Ward 2	Ward 3	At Large	Mayor
Seat Vacated : Y      N			Recorded Vote Requested by :			
Recorded Vote : (Y) ea,    (N) ay,		Ward 1	Ward 2	Ward 3	At Large	Mayor
DEFEATED	DEFERRED	CARRIED	✓			

MAYOR or CHAIR or (Acting)

**BY-LAW 24-24**

**THE CORPORATION OF THE TOWNSHIP OF THE NORTH SHORE**

**Being a bylaw to confirm the proceedings of Council  
at its Regular Council Meeting of May 15<sup>th</sup>, 2024.**

**The Council of the Corporation of the Township of The North Shore hereby enacts as follows:**

WHEREAS Section 5(3) of the *Municipal Act, 2001, S. O. 2001, c.25*, as amended requires municipal Council to exercise a municipal power including a municipality’s capacity, rights, powers and privileges under Section 9, by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Corporation of the Township of the North Shore deems it desirable to confirm the proceedings of Council at its Regular Council Meeting of May 15<sup>th</sup>, 2024.

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

1. That each motion, resolution, and other action passed and taken by the Council at its Regular Council meeting of May 15<sup>th</sup>, 2024, is hereby adopted, and ratified and confirmed.
2. The Head of Council and the proper officers of the Corporation of the Township of the North Shore are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk, or if absent, the designate, are hereby directed to affix the Corporate Seal of the Municipality to all such documents.

**READ A FIRST, SECOND AND THIRD TIME ENACTED AND FINALLY PASSED  
THIS 15<sup>th</sup> DAY OF MAY 2024.**

\_\_\_\_\_  
Tony Moor, Mayor

\_\_\_\_\_  
Rachel Jean Schneider, Clerk/Deputy Treasurer