

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

PRESENT: MAYOR: Kevin BURKE
COUNCILLORS: Casimir BURNS; Harold CRABS; Edith FAIRBURN; Merri-Ann HOBBS;
 Mike MERCIECA;
ABSENT: Cheryl PHILLIPS
CLERK-ADMINISTRATOR: Anne WHALEN

Motion No: 2023-085
 Moved By: M. HOBBS
 Seconded By: H. CRABS
 WHEREAS there is a quorum of Council present and the time is 6:30 p.m.;
 BE IT RESOLVED THAT this Regular Meeting be open for business;
 AND THAT the minutes of the Regular Meeting of February 22, 2023 be approved.
CARRIED

Consent Agenda A1
 Motion No. 2023-086
 Moved By: M. HOBBS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT item A1 contained on the consent agenda be adopted.
CARRIED

Cheque Register
 Motion No. 2023-087
 Moved By: M. HOBBS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the attached Cheque Register for the month of February 2023 totaling \$800,784.58 be approved as paid.
CARRIED

Finance Committee Meeting Report
 Motion No. 2023-088
 Moved By: C. BURNS
 Seconded By: H. CRABS
 BE IT RESOLVED THAT the Finance Committee meeting report of February 27, 2023 be accepted as presented;
 AND THAT recommendations by the Committee will be dealt with individually.
CARRIED

Mooney Farms Visit
 Motion No. 2023-089
 Moved By: C. BURNS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT we accept the invitation from Mooney Farms to meet with them on farm to better understand agriculture in general, and the dairy industry in particular, as well as the opportunity to see technologies used in the industry;
 AND THAT the date of May 1st, 2023 be set for this meeting.
CARRIED

LaCloche Foothills Association Meeting Minutes
 Motion No. 2023-090
 Moved By: E. FAIRBURN
 Seconded By: M. HOBBS
 BE IT RESOLVED THAT the LaCloche Foothills Municipal Association minutes of January 17, 2023 be accepted.
CARRIED

FTO Resignation
 Motion No. 2023-091
 Moved By: H. CRABS
 Seconded By: C. BURNS
 BE IT RESOLVED THAT we accept Alex Shea’s resignation from the Fire Department with regret;
 AND THAT we wish him well in his future endeavors.
CARRIED

Public Works Meeting Report
 Motion No. 2023-092
 Moved By: M. HOBBS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the Public Works Committee meeting report of March 1, 2023 be accepted;
 AND THAT any recommendations by the committee will be dealt with separately.
CARRIED

Engineering Services RFP
 Motion No. 2023-093
 Moved By: C. BURNS
 Seconded By: H. CRABS
 BE IT RESOLVED THAT as recommended by the Public Works Committee, an RFP be prepared for engineering services, contract administration and inspection services for the following projects:
 – Cutler Lake Road- culvert replacement
 – River Road Bridge- repair/replacement analysis
 – Mooney Road- culvert replacement
 – Old Webbwood Road- culvert replacements
 AND THAT this be forwarded to Tulloch Engineering, WSP Canada and Kresin Engineering.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

Massey Medical Clinic Hours
 Motion No. 2023-094
 Moved By: E. FAIRBURN
 Seconded By: M. MERCIECA
 BE IT RESOLVED THAT we approve an increase in the hours for the following positions at the Massey Medical Clinic:
 – Nurse- increased to 37.5 hours per week.
 – Receptionist- increased to 30 hours per week.
 AND THAT these increases shall take effect on April 1, 2023.
CARRIED

Landfill Attendant Contract
 Motion No. 2023-095
 Moved By: M. MERCIECA
 Seconded By: M. HOBBS
 BE IT RESOLVED THAT the attached Landfill Site Attendant contract with John Van Norman be extended for an additional 3 years.
CARRIED

Economic Dev. & Community Services Meeting Report
 Motion No. 2023-096
 Moved By: H. CRABS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the Economic Development & Community Services Committee meeting report of February 21, 2023 be accepted.
CARRIED

Winter Carnival Thank You
 Motion No. 2023-097
 Moved By: M. MERCIECA
 Seconded By: C. BURNS
 BE IT RESOLVED THAT we thank the organizers and volunteers of the Winter Carnival for their time and effort in making this a successful event.
CARRIED

Bylaw's 2023-09 & 2023-10 First & Second Reading
 Motion No. 2023-098
 Moved By: C. BURNS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the following bylaws be read a first and second time:
 – Bylaw 2023-09, being a bylaw to appoint an Interim Training Officer for the Fire Department;
 – Bylaw 2023-10, being a bylaw to enter into an agreement with Jim's Portable Toilets & Septic Service for access to the Landfill Site.
CARRIED

Bylaw's 2023-09 & 2023-10 Third & Final Reading
 Motion No. 2023-099
 Moved By: E. FAIRBURN
 Seconded By: H. CRABS
 BE IT RESOLVED THAT the following bylaws be read a third and final time and passed in open council:
 – Bylaw 2023-09, being a bylaw to appoint an Interim Training Officer for the Fire Department;
 – Bylaw 2023-10, being a bylaw to enter into an agreement with Jim's Portable Toilets & Septic Service for access to the Landfill Site.
CARRIED

Closed Session
 Motion No. 2023-100
 Moved By: C. BURNS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT we move into closed session at 8:16 p.m., pursuant to Section 239(2) of the Municipal Act to consider the following:
 – personal matters about identifiable individuals including municipal or local board employees, respecting wages.
CARRIED

Resolutions 2023-101 and 2023-102 were dealt with in closed session and are in a sealed envelope and filed in the office of the Clerk.

Open Session
 Motion No. 2023-103
 Moved By: E. FAIRBURN
 Seconded By: M. MERCIECA
 BE IT RESOLVED THAT this closed session be adjourned at 8:58 p.m. and the regular meeting resumed.
CARRIED

Bylaw 2023-11 First & Second Reading
 Motion No. 2023-104
 Moved By: H. CRABS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT Bylaw 2023-11, being a bylaw to appoint a Deputy Clerk be read a first and second time.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

PAGE 3

MARCH 8 2023

Bylaw
2023-11
Third &
Final
Reading

Motion No. 2023-105

Moved By: C. BURNS

Seconded By: E. FAIRBURN

BE IT RESOLVED THAT Bylaw 2023-11, being a bylaw to appoint a Deputy Clerk be read a third and final time and passed in open council.

CARRIED

Adjourn

Motion No. 2023-106

Moved By: H. CRABS

Seconded By: E. FAIRBURN

BE IT RESOLVED THAT the time is 9:02 p.m. and this meeting be adjourned until the next regular meeting or call of the Chair.

CARRIED

MAYOR – K. BURKE

CLERK-ADMINISTRATOR – A. WHALEN

Accounts Payable Cheque Register Report - Payroll & AP-1009588

For The Date Range From 2/01/23 To 2/28/23

For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
26229	C	2/08/23	770	Foothill Industries	\$473.57	O
26230	C	2/08/23	1	Howies Hockey Inc <i>hockey/skate supplies</i>	\$434.73	O
26231	C	2/08/23	398	Linde Canada <i>5 cylinders - lvn base</i>	\$871.91	O
26232	C	2/08/23	168	Manitoulin & North Shore Roads Supervisors Assoc.	\$75.00	O
26233	C	2/08/23	199	Minister of Finance	\$1.62	O
26234	C	2/08/23	38	Minister of Finance - Policing	\$56,919.00	O
26235	C	2/08/23	84	Public Health Sudbury & Districts	\$13,648.70	O
26236	C	2/08/23	51	Sonnenburg Rona Building Centre	\$675.30	O
26237	C	2/08/23	315	Staples Business Advantage	\$329.82	O
26238	C	2/08/23	110	Technical Standards & Safety Authority <i>2023 Renewal</i>	\$250.00	O
26239	C	2/22/23	794	Dennis Gratton Construction LTD. <i>Hold back release</i>	\$10,009.56	O
26240	C	2/22/23	35	Massey Home Hardware	\$913.24	O
26241	C	2/22/23	744	Kennedy Insurance Brokers	\$166,901.92	O
26242	C	2/22/23	734	Poirier's Clover Farm <i>supplies for winter carnival</i>	\$70.38	O
26243	C	2/22/23	354	Receiver General <i>2 - 2023 radio license renewals</i>	\$2,596.40	O
26244	C	2/22/23	315	Staples Business Advantage	\$345.25	O
26245	C	2/22/23	762	State Chemical Ltd. <i>- arena supplies</i>	\$280.24	O
26246	C	2/22/23	663	Versus Business Forms & Labels <i>- water bills</i>	\$388.72	O
4684	E	2/06/23	756	Bell Conferencing Inc.	\$56.50	O
4685	E	2/06/23	169	Kresin Engineering <i>2022 Bridget Culvert Report</i>	\$37,246.13	O
4686	E	2/06/23	74	Sables-Spanish Rivers Public Library Board <i>Webbwood Station SE Bridge Massey CC Road 50% of 2022 Municipal Contribution</i>	\$90,379.33	O
4687	E	2/08/23	305	Around & About	\$676.42	O
4688	E	2/08/23	730	Brandt Tractor Ltd.	\$1,035.56	O
4689	E	2/08/23	30	J. Breen Coffee Service Ltd	\$113.00	O
4690	E	2/08/23	13	Carlyle Construction	\$7,768.75	O
4691	E	2/08/23	630	CIMCO Refrigeration <i>Customer support on clean blade repair</i>	\$4,001.79	O
4692	E	2/08/23	779	Clarity Water Systems <i>service call - station 4 UV sensor for water</i>	\$1,571.83	O
4693	E	2/08/23	524	Creighton Rock Drill Limited	\$2,928.42	O
4694	E	2/08/23	847	Edith Fairburn	\$132.40	O
4695	E	2/08/23	22	Espanola Regional Hydro	\$20,146.04	O
4696	E	2/08/23	49	GFL Environmental Inc.	\$27,111.72	O
4697	E	2/08/23	793	Gilles Carpentry Services LTD <i>Water Treatment Plant</i>	\$61,020.00	O
4698	E	2/08/23	26	Huron Central Railway M2142	\$890.00	O
4699	E	2/08/23	29	Janeway PharmaChoice	\$37.08	O
4700	E	2/08/23	846	Jeff Lapierre <i>- reimburse - cell phone</i>	\$100.00	O

Township of Sables-Spanish Rivers
Accounts Payable Cheque Register Report - Payroll & AP-1009588
For The Date Range From 2/01/23 To 2/28/23

For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
4701	E	2/08/23	339	Manitoulin Transport <i>delivery charges - langate br</i>	\$972.21	O
4702	E	2/08/23	140	Medline Canada, Corporation	\$53.11	O
4703	E	2/08/23	848	Mike Mercieca	\$100.00	O
4704	E	2/08/23	65	NAPA Espanola	\$2,297.53	O
4705	E	2/08/23	483	Nordoors Sudbury Ltd.	\$1,981.51	O
4706	E	2/08/23	79	Northern Communications	\$914.38	O
4707	E	2/08/23	42	Northern Uniform Service	\$127.37	O
4708	E	2/08/23	620	PINCHIN Ltd. - <i>Webbwood Monitoring Program - landfill</i>	\$3,955.00	O
4709	E	2/08/23	171	PSD Citywide Inc. <i>annual software renewal</i>	\$7,655.31	O
4710	E	2/08/23	47	Purolator Courier	\$100.92	O
4711	E	2/08/23	322	Resurface Corp	\$128.59	O
4712	E	2/08/23	705	RICOH	\$298.19	O
4713	E	2/08/23	41	Rush Truck Centres	\$65.52	O
4714	E	2/08/23	703	Susie Gross <i>seniors exercise</i>	\$300.00	O
4715	E	2/08/23	432	Testmark Laboratories Ltd.	\$90.40	O
4716	E	2/08/23	643	Ultramar	\$14,544.66	O
4717	E	2/08/23	105	Weaver Simmons LLP	\$1,250.91	O
4718	E	2/17/23	698	Kevin Burke	\$132.40	O
4719	E	2/17/23	843	Casimir Burns	\$132.40	O
4720	E	2/17/23	844	Merri-Ann Hobbs	\$132.40	O
4721	E	2/17/23	848	Mike Mercieca	\$182.40	O
4722	E	2/17/23	849	HAROLD CRABS	\$132.40	O
4723	E	2/22/23	667	881683 Ontario Inc. <i>office shredding</i>	\$56.50	O
4724	E	2/22/23	305	Around & About	\$66.66	O
4725	E	2/22/23	457	Association of Ontario Road Supervisors <i>2023 renewal</i>	\$186.45	O
4726	E	2/22/23	30	J. Breen Coffee Service Ltd	\$154.65	O
4727	E	2/22/23	630	CIMCO Refrigeration <i>heat exchanger replacement 2 business</i>	\$4,068.00	O
4728	E	2/22/23	113	Culligan	\$34.72	O
4729	E	2/22/23	752	J.L. Richards & Associates Limited	\$355.22	O
4730	E	2/22/23	846	Jeff Lapierre <i>2023 Quarts renewal/gas</i>	\$199.64	O
4731	E	2/22/23	806	Kal Tire	\$2,864.06	O
4732	E	2/22/23	65	NAPA Espanola	\$264.66	O
4733	E	2/22/23	42	Northern Uniform Service	\$70.87	O
4734	E	2/22/23	544	N-two Medical Inc.	\$28.19	O
4735	E	2/22/23	322	Resurface Corp	\$167.24	O

Accounts Payable Cheque Register Report - Payroll & AP-1009588

For The Date Range From 2/01/23 To 2/28/23

For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
4736	E	2/22/23	816	Shawn McCauley - glasses	\$77.10	O
4737	E	2/22/23	631	SRFax	\$355.27	O
4738	E	2/22/23	587	TELUS Health Solutions	\$1,593.30	O
4739	E	2/22/23	660	The Cutting Edge Sales & Sharpening Olympian blades sharpener	\$203.40	O
4740	E	2/22/23	643	Ultramar	\$9,771.64	O
4741	E	2/22/23	67	Walford Truck-N-Tractor	\$465.56	O
4742	E	2/27/23	85	Manitoulin-Sudbury DSSAB 2 mths. social services	\$118,210.98	O
4743	E	2/27/23	86	Sun Life Assurance Company	\$8,068.53	O
4744	E	2/27/23	555	Lynda Goodchild	\$723.20	O
4745	E	2/27/23	590	Sylvain Simard IT services for 2022	\$1,720.00	O
4746	E	2/27/23	673	Marla Toulouse	\$750.00	O
4747	E	2/27/23	704	John Van Norman	\$408.00	O
4748	E	2/27/23	756	Bell Conferencing Inc.	\$56.50	O
Bell Canada	E	2/08/23	10	Bell Canada	\$816.71	O
Bell Canada	E	2/22/23	10	Bell Canada	\$74.58	O
Brandt Tractor Ltd.	E	2/15/23	730	Brandt Tractor Ltd.	\$2,800.86	O
EASTLINK	E	2/08/23	520	EASTLINK	\$41.99	O
EASTLINK	E	2/22/23	520	EASTLINK	\$669.08	O
Hydro One	E	2/08/23	71	Hydro One	\$1,201.48	O
Hydro One	E	2/22/23	71	Hydro One	\$3,421.60	O
Minister of Finance - EHT	E	2/03/23	6	Minister of Finance - EHT	\$1,718.17	O
OMERS	E	2/03/23	552	OMERS	\$16,178.71	O
Ontario Clean Water Agency	E	2/01/23	193	Ontario Clean Water Agency	\$17,864.41	O
Ontario Clean Water Agency	E	2/10/23	193	Ontario Clean Water Agency	\$17,864.41	O
Receiver General	E	2/03/23	4	Receiver General	\$13,156.60	O
Receiver General	E	2/17/23	4	Receiver General	\$13,466.18	O
Royal Bank - GFS Service Centre	E	2/03/23	52	Royal Bank - GFS Service Centre	\$296.21	O
Shell Canada	E	2/02/23	103	Shell Canada	\$2,327.47	O
Visa - Ruth Clare	E	2/02/23	774	Visa - Ruth Clare Startlink/zoom renewal/office	\$451.36	O
VISA-Anne Whalen	E	2/02/23	829	VISA-Anne Whalen supplies / 20GRA conferences/microsoft/	\$6,618.68	O
WSIB	E	2/08/23	551	WSIB training courses / building inspector badge AMCTO/ORFA renewal	\$4,947.80	O

Township of Sables-Spanish Rivers
Accounts Payable Cheque Register Report - Payroll & AP-1009588
For The Date Range From 2/01/23 To 2/28/23

For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
					Cleared	\$0.00
					Outstanding	\$800,784.58
					Void	\$0.00

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

PRESENT: Mayor Kevin Burke, Councillor Casimir Burns, Councillor Harold Crabs, Councillor Merri-Ann Hobbs, Councillor Mike Mercieca, Resident Edith Mercieca, Resident Brent St. Denis

Staff: Anne Whalen, Clerk-Administrator; Ruth Clare, Treasurer

ABSENT: Councillor Edith Fairburn, Councillor Cheryl Phillips

The meeting began at 6:40 pm.

2023 Draft Capital Budget

*A portion of the remaining COVID-19 safe-restart funds will be used to fund the purchase of the Building Department vehicle.

*The Clerk was directed to tender out engineering services for three culvert replacement projects. The three projects will be confirmed at the next Public Works meeting on March 1, 2023. The cost of the engineering services will be funded with Northern Ontario Resource Development Support (NORDS) funds.

*The Treasurer will investigate the lease/finance/borrowing options discussed at the meeting.

Internship Building Department – deferred to Council

Tax Policy

The Finance Committee requested more information on the Vacant Unit Tax Rebate Program and the Prescribed Subclass Tax Reductions for Vacant/Excess Commercial and Industrial Lands.

Vacant Unit Tax Rebate Program

What qualifies a property for the rebate?

A unit within a *commercial* building will be eligible if, for at least 90 consecutive days, it was: Unused/physically separated from the used portions; And (one or more of the following): capable of being leased for immediate occupation, undergoing or in need of repairs or renovations that prevented it from being available for lease for occupation, or Unfit for occupation.

A portion of an *industrial* building will be eligible if, for at least 90 consecutive days, it was: Unused/physically separated from the used portions.

In the last three years there has been one application processed annually, with zero applications in 2022. Since 2020 the total amount of rebate was:

2020 - \$345.13

2021 - \$361.23

2022 - \$ 0.00

Total -\$706.36 - at this time there are minimal financial implications for the Township.

Subclass Tax Reductions for Vacant/Excess Commercial and Industrial Lands

What qualifies a property for the tax reduction?

Properties that are identified by the Municipal Property Assessment Corporation (MPAC) and are assessed in separate tax classes.

The following illustration and explanation have been included to assist Council in understanding the types of property captured in the vacant and excess land subclasses.

Property A: Is a completely unimproved lot and would be classified as Vacant Land.

Property B/C: Is comprised of both Improved and Unimproved land. - The “B” Portion is considered Occupied. - The “C” Portion is classified as Excess Land.



THE CORPORATION OF THE TOWNSHIP OF SABLE-SPANISH RIVERS

There were 18 properties (1 being a municipal property) benefiting from the existing program in 2022, the total tax reductions were **\$3,235.45**.

Roll		RTC	RTQ	Assessment \$	Reduction \$
005-17101-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$46,000.00	\$205.98
006-13300-0000	HIGHWAY 17	COMMERCIAL	TAXABLE: VACANT LAND	\$82,000.00	\$367.18
008-01100-0000	SABLE ST E	COMMERCIAL	TAXABLE: VACANT LAND	\$18,000.00	\$80.60
008-02100-0000	STATION RD	COMMERCIAL	TAXABLE: VACANT LAND	\$17,700.00	\$79.25
008-22100-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$9,100.00	\$40.74
009-01100-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$30,500.00	\$136.57
010-28300-0000	MAIN ST	COMMERCIAL	TAXABLE: VACANT LAND	\$18,400.00	\$82.39
010-32800-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$68,000.00	\$304.49
011-05600-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$38,500.00	\$172.40
011-05700-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$41,000.00	\$183.59
011-05702-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$51,000.00	\$228.37
011-10500-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$42,500.00	\$190.31
011-13600-0000		COMMERCIAL	TAXABLE: VACANT LAND	\$101,000.00	\$452.26
002-06710-0000	BROUSE RD	COMMERCIAL	TAXABLE - EXCESS LAND	\$16,100.00	\$72.09
002-07200-0000	HIGHWAY 17	COMMERCIAL	TAXABLE - EXCESS LAND	\$42,000.00	\$188.07
003-18707-0000	GOVERNMENT RD	INDUSTRIAL	TAXABLE - EXCESS LAND	\$29,500.00	\$248.32
007-08100-0000	CAMERON ST	COMMERCIAL	TAXABLE - EXCESS LAND	\$14,300.00	\$64.03
010-30600-0000	MAIN ST	COMMERCIAL	TAXABLE - EXCESS LAND	\$31,000.00	\$138.81
				TOTAL	\$3,235.45

The following municipalities have already received the province’s approval (which is no longer a requirement) to eliminate the tax reduction programs:

- Town of Espanola
- Town of Thessalon
- City of Greater Sudbury
- Township of Nairn & Hyman
- Township of Baldwin

Tax Policy Decisions

The Finance Committee makes the following recommendations to Council:

1. That the 2023 tax ratios be the same as the tax ratios for 2022.
2. That Vacant Unit Rebates and Vacant and Excess Land Subclass Property Tax discounts be eliminated effective the 2024 taxation year. A by-law will be prepared to enact these changes after property owners have been notified of the upcoming changes.
2. The Treasurer was directed to update Bylaw 32-98 that provides for Tax relief. This will be presented to Council at a later date.

***Tax Rates were not decided upon, it will be reviewed again at next Finance Meeting.**

The Treasurer has also included a newsletter about Vacant Home Tax just for information only.

Regular meeting adjourned at 8:44pm. The next scheduled meeting will be March 13th, 2023 at 6:30pm.

MTAG / MTE Newsletter – January 2023

Vacant Home Tax – Does Implementing it make sense for your Municipality?

Introduction

The manner in which new Tax Policy Options can be implemented by Ontario municipalities is changing. When the Province first transferred responsibility for the setting of Tax policy to municipalities, the options and flexibility it provided them were very restrictive with narrowly defined parameters. Further, the rules and regulations surrounding these options were the same for all municipalities. Municipalities could only “accept and implement” under closely constrained rules or decline to participate.

But recently, the Province’s approach to Tax policy Options has been changing. Beginning with the introduction of the *Small Business Property Tax Class*, the Province has shifted its approach from being prescriptive to facilitative. The “cookie cutter” has been put away, and Municipalities are now being given more freedom to design programs tailored to their own needs and circumstances. No longer must the rules governing these “Options” be the same for every municipality.

This new approach to how Tax Policy Options should function has now been extended to the Provincial government’s most recent option: the ability for municipalities to design and implement their own *Vacant Homes Tax* programs. The purpose of this **MTAG / MTE NEWSLETTER** is to look at what is involved in implementing a *Vacant Home Tax*, and help municipalities identify the questions and considerations that they and their councils should be contemplating when considering whether to implement such a program.

Background

Ontario’s *Fair Housing Plan* was introduced on April 20, 2017. The Province indicated at that time that the intent of this Plan was to:

- help more people find affordable homes
- increase the housing supply
- protect buyers and renters
- and bring stability to the Ontario real estate market.

In 2023 (and beyond), this initiative remains part of the Province’s overall housing strategy even as it announces its plans to mandate specific targets for the number of new housing units individual municipalities will be expected to have constructed over the next decade.

A key initiative of *Fair Housing Plan* is the legislation which empowers municipalities to implement a *Vacant Homes Tax* (“VHT”) within their jurisdictions. The stated intent of this legislation is to permit municipalities to implement a VHT in order to “encourage” property owners to either sell unoccupied housing units or begin renting them. The idea is that a VHT will help minimize the possibility of viable residential units being left vacant by speculators.

On May 17, 2017, Bill 127 – *The Stronger, Healthier Ontario Act (Budget Measures), 2017*, received Royal Assent. This Bill amended and repealed various Acts such as *The Municipal Act* and *The City of Toronto Act* as necessary to implement the measures contained in the 2017 Ontario Budget, including the *Fair Housing Plan* thereby giving municipalities the authority to implement their own VHTs.

The amendment to *The Municipal Act, 2001* consisted of adding *Part IX.1 Optional Tax on Vacant Residential Units*. However, whereas the changes to *The City of Toronto Act* granted that city the unconditional authority to implement a VHT, the amendments to *The Municipal Act* require other municipalities to first obtain approval from the Minister of Finance before doing so. Regardless, once this permission is received, all other rules and regulations regarding VHT are the same for all municipalities, including the City of Toronto.

The City of Toronto has already implemented a VHT as has the City of Ottawa. We also know that other municipalities such as the City of Hamilton are either in the process of applying for or have recently received permission from the Minister of Finance to implement their own VHT programs as well.

What is a Vacant Housing Tax?

A Vacant Housing Tax (VHT) is an additional charge that is levied against any qualifying property in a municipality. What constitutes a property being classified as “Vacant” is determined by the rules and parameters established by the jurisdiction. Otherwise, the mechanism by which it is calculated and applied is the same as any other property tax component in Ontario: Assessed Value X Tax Rate.

It is in addition to all regular taxes, area rates and charges for which a subject property is otherwise liable. In other words, it is a surcharge that increases the amount of property tax that would otherwise be levied against a property.

What Restrictions are there?

Almost none. There are no specific restrictions or limitations within Bill 127 and its associated regulations. On the contrary, Bill 127 makes it clear that the decisions regarding design, implementation and use of the funds raised from implementing a VHT are the responsibility of the municipality with responsibility for Tax Policy in the jurisdiction. Therefore, in a two-tier jurisdiction, unless such responsibility has been delegated to the lower-tier, it will be the upper-tier (county or region) that must enact the VHT, although the rules need not be the same for every constituent municipality.

That said, the plan to be implemented in all jurisdictions except Toronto, must first be approved by the Minister of Finance, which implies that despite the high degree of discretion being provided municipalities, these plans must nonetheless be consistent with the overall objectives of the Province.

It should also be noted that both the City of Toronto and City of Ottawa VHT programs stipulate that the funds raised through this program, net of the expense of running it, are to be directed towards affordable housing programs in each municipality. In other words, the net revenues from these VHTs are *NOT* considered as general revenues.

How does a municipality determine if implementing a VHT makes sense?

This process should start with developing an understanding of the extent to which there are properties which *COULD* be available for occupancy in the municipality, but which currently are not. Is this inventory significant or incidental? In other words, does the problem warrant the time and expense that will be involved in implementing a VHT?

This is a key question because to implement a VHT, a municipality needs to create a completely new administration structure, including enforcement and appeal processes, all of which will require funding and most likely additional staff to operate. Regardless, if the answer to this question is “yes,” and there is a substantial number of properties that could be offered for rent but are not, then the next step is for the municipality to develop a detailed framework for the implementation and administration of a VHT. In general, such a framework would have to look at:

- The definition of vacant homes. Will the rules be the same everywhere or will there be variations. If there are variations, what will be the basis for these differences?
- Exemption criteria
- Tax rates and penalty options
- Projected revenue generated
- Cost of the implementation and ongoing administration of the VHT program
- In two-tier jurisdictions, which level of local government will be responsible for what aspects of the VHT program
- Proposed application of revenues in excess of program expenditures

It is also advisable to review what other jurisdictions have implemented or are in the process of implementing because creating a VHT can be expected to have an effect on the local economy and your housing market. Having an understanding of what this may be will help avoid problems and unintended consequences in the future. Finally, it must be noted that as with the other voluntary & optional “tax policy programs” the Province has recently introduced, it is the Province’s expectation that municipalities will hold public meetings and consult with ratepayers on the design of a VHT.

Municipalities need also to fully consider how they will administer a VHT program. How are they going to approach the question of when and how to add/remove properties from being subject to it? Will this occur on a “real time,” continuous basis or will the requirement to pay (or not pay) a VHT be fixed and only reviewed periodically (i.e.: annually), with the decision of whether to apply the tax or not applying to an entire tax year? Both options are equally valid and have their own unique administrative challenges.

Further, MPAC’s only responsibility vis-à-vis a VHT is to code a property as subject to the VHT based on instructions it receives from the municipality. This is because it is the sole responsibility of municipalities to establish the mechanism for applying and collecting a VHT, as well as adjudicating appeals whenever a taxpayer questions the imposition of a VHT on their property. This is a significant reason why the cost/benefit tradeoff from implementing a VHT should be fully studied before your municipality makes the decision to proceed or not.

Regardless, once you decide to proceed and the programs key components have been determined (e.g.: applicability, reporting, collections, compliance, notifications, etc.) along with administrative aspects being set (e.g.: enforcement & allocation of net revenues), then the municipality can then look to obtain approval from the Minister of Finance to proceed and implement its own VHT.

The Municipal Experience Thus Far

The municipalities we know have fully implemented VHTs approached the process from different perspectives but culminated their efforts with programs that are remarkably similar. Both Toronto's and Ottawa's VHT surcharges are in the area of 1% of assessed value, a rate that significantly increases the amount of tax subject properties must pay. In both municipalities it is the responsibility of staff to identify the properties to be subjected to the VHT and the responsibility of property owners to file for exemptions from the tax. If such filings are not made prior to set deadlines, then the default municipal position is to impose the tax.

Where the programs of these municipalities differ is in the definition(s) of what constitutes a property that will be subject to the VHT. This is to be expected as it was always the Province's intent to allow individual jurisdictions to tailor VHTs to reflect local needs and priorities. Similarly, while Toronto adds/deletes properties in real time, Ottawa has elected to fix the status of properties for the entire taxation year. Both municipalities publish the details of properties to be taxed and require property owners to file for exemptions. If the owners of identified properties do not do file requests for exemptions (or do so on time), then the default position of both municipalities is to apply the VHT.

Both municipalities advise that it is the handling of requests for exemptions and appeals against decisions to impose the VHT that account for most of their administrative workload – and cost. As for the revenues generated by the VHT and how close the amount raised by it matches projections made during the planning/ implementation stage for the VHT, it is still too soon to tell. Regardless, Toronto and Ottawa believe that there will be surplus revenues that can be directed towards funding affordable housing programs in their jurisdictions.

Conclusions

The decision to implement a VHT is not something that can be made overnight. There are real cost consequences to implementing such a program, and yes, a significant potential that it can generate funding that can be applied to enhance local affordable housing initiatives. The importance of this has now increased with the Province's recent move to impose specific targets on municipalities for the creation of new housing units. Accordingly, the cost/benefit equation of implementing a VHT may now have shifted more in favour of doing so for more (smaller) municipalities.

Regardless, the decision to do so is still that of the jurisdiction with responsibility for Tax Policy. In single-tier jurisdictions the question is simply are there different areas in

the municipality that require different, unique criteria? In two-tier jurisdictions, it must also be determined whether a VHT will apply in all constituent municipalities or just some of them, after which the question about a single set or multiple sets of criteria can be accurately assessed.

In either case, this is an extremely complex issue with no correct answers beyond that a municipality is free to determine what works – or does not work – best for it and its taxpayers. There is also a tremendous amount of research, time and expertise involved in completing a project like this. Which is why several municipalities who have undertaken this process decided to outsource all or some of the steps outlined in this Newsletter to organizations such as MTAG PPC and MTE Consulting.

This means that MTAG PPC and MTE Consulting have direct knowledge, expertise, and experience in conducting all or part of the research, analysis and planning needed to determine whether it makes sense for your municipality to implement a VHT. So, if you have questions and need assistance, we have answers and can provide the help you require.

To find out how, all you need do is ask.

In July 2022, MTAG Paralegal Professional Corporation, Municipal Tax Equity Consultants Inc. and MTE Paralegal Professional Corporation joined together. And while MTAG PPC, MTE and MTE PPC continue to support and advise their respective clients as they always have, we are now working together to better meet the needs and requirements of our client municipalities.

Both MTAG PPC and MTE Consulting are currently working with specific municipal clients to determine how best to implement a Vacant Homes Tax that is appropriate for their jurisdiction. If you and your municipality are considering implementing a Vacant Homes Tax and have questions regarding it or how best to proceed, please do not hesitate to contact the undersigned.

MTAG PPC, MTE, MTE PPC and our staff of experienced professionals are here to help you.

John R Innes, BA(ACS), CPA, CA

Director

Tel: 519-670-0018

john.innes@municipaltaxadvisory.com

DRAFT

**LACLOCHE FOOTHILLS MUNICIPAL ASSOCIATION
MEETING MINUTES**

January 17, 2023

9:00 am

Location: Espanola Public Library – 175 Avery Drive

Present: Doug Gervais, Mayor, Town of Espanola; Joseph Burke, Clerk/Manager of Planning Services, Town of Espanola; Allan Hewitt, CAO, Town of Espanola; Vern Gorham, Mayor, Township of Baldwin; Kevin Burke, Mayor, Township Sables-Spanish Rivers; Amy Mazey, Mayor, Township of Nairn and Hyman; Belinda Ketchabaw, CAO / Clerk -Treasurer, Township of Nairn-Hyman,

1. Appointment of President, Vice-President and Secretary Treasurer

A discussion ensued. Sables-Spanish Rivers agreed to take over the responsibilities of the LaCloche Foothills Municipal Association Meetings for 2023. Kevin Burke, Mayor, was appointed as President. Anne Whalen, Clerk/Administrator, was appointed as Secretary/Treasurer.

Vern Gorham, Mayor for the Township of Baldwin accepted the appointment of Vice-President.

2. Approval of LFMA Meeting Minutes of March 28, 2022

There were no amendments to the minutes, and they were approved.

3. Approval of LFMA Meeting Minutes of April 12, 2022

There were no amendments to the minutes, and they were approved.

4. O.P.P. Reports

Unfortunately, Inspector Moriarity was unable to attend. It was discussed that if there were any questions, they were to be deferred to the next meeting.

5. Appointment of LFMA Representative to the Public Health Board

Discussion ensued, and the decision was made to defer the appointment. It was decided that if there are any Council Members interested in the position, a resolution of the endorsement would need to be passed by their respective Councils and submitted to LFMA for approval of the appointment.

DRAFT

It was suggested that a Special Meeting be scheduled through Zoom to appoint the representative once the endorsement was forthcoming.

6. Update on Community Safety and Well-Being Plan Implementation

Jennifer Lagrandeur (Community Health Navigator) and Jon Brunetti (Espanola and Area Family Health Team) gave a presentation updating the group on the implementation of the Community Safety and Well-Being Plan and Committee Structure. The Strategic Focus of the committee will be to ensure that the appropriate community partners are involved with the program, and a collaborative approach will be taken to ensure that individuals in all of the LaCloche municipalities will have access to available programs, services and activities.

Donna Stewart (CAO of the Manitoulin-Sudbury DSB) also gave an update on many initiatives that their organization is currently working on in conjunction with the LaCloche Community Safety and Well-being Plan Committee. A discussion ensued regarding what municipal administration staff and elected officials can do to help direct residents to the proper services. It was discussed that a list of community services with phone numbers could be distributed to municipal staff to assist with this.

Joseph Burke and Jennifer Lagrandeur provided an update on the Rural Transportation Initiative, and the pending grant application. Also, an update was provided that the Traffic Surveillance Cameras have been installed on Highway 6 in Espanola.

Next meeting date tentatively scheduled for April 18th, 2023 at 9:00 a.m., at the Espanola Town Hall Boardroom.

Kevin Burke
Chair

Township of Sables-Spanish Rivers

PUBLIC WORKS COMMITTEE
Roads/Water/Waste Management

AGENDA/REPORT

Wednesday, March 1st, 2023, at 6:30 p.m. in Council Chambers

PRESENT:

Committee Members: Harold Crabs; Casimir Burns; Kevin Burke; Thoma Crabs; Cameron Hobden
Staff: Connor St. Michel; Anne Whalen

A. ROADS

1. Gravel Requirements – 2023: The RFQ for granular materials 2023 has been sent out with a deadline to submit by March 10, 2023.
It was noted to add Z'Gamok Construction to our list of Contractors
2. Half-load Period – According to the township bylaw, reduced load period is March 1st to June 15th of each year with the Public Works supervisor having discretion on when signs are erected and removed.
The committee was advised that we should be able to hold off until March 15th to install reduced load signs as road conditions are still favourable.
3. RFQ for engineering services – decide which projects we want to proceed with in the 2024 budget so that we can send out RFQ's for Engineering Services in 2023 for projects to be done in 2024.
The committee identified the following projects that could be sent out for Engineering Services:
 1. *Cutler Lake Road – culvert replacement*
 2. *River Road bridge – repair/replacement analysis*
 3. *Mooney Road – culvert replacement*
 4. *Old Webbwood Road – culvert replacements*
The status of the bridge on Hoogveen Road was discussed. The Clerk will investigate this road and options available.

B. EQUIPMENT

1. RFQ for new Plow Truck has been sent out. Quotes are to be received by noon on March 10, 2023
This was noted for the committee.
2. Requests for Equipment Rental Rates were sent out to be received by February 15th, 2023. Only one response was received. A reminder to the other contractors has been sent out to see if they still wish to send us their rates.

One additional response was received prior to the meeting. Z'Gamok Construction will be sent a request as well.

3. The steamer needs new hoses – will source out companies that can provide the appropriate type of hose for this equipment.

Discussion took place on the age of the steamer. It is recommended that a new steamer be included in the 2024 Capital Budget and another included in the 5-year plan.

4. Maintenance of equipment – look into an oil-sampling program. This will identify any issues with a piece of equipment so it can be monitored for potential problems.

Public Works staff will look into pricing of kits and information on how to implement this program. The committee felt it was a worthwhile program.

While discussing equipment, it had just come our attention that the Compressor in the public works shop needed to be replaced. Staff will obtain quotes and proceed with purchase as this is a vital tool used for equipment maintenance.

C. WATER/WASTEWATER

1. The 2022-23 Annual Inspection Report for the Massey Drinking Water System has been received. A copy is attached for the committee's information.

Provided for the Committee's information.

D. WASTE MANAGEMENT

Committee member Thoma Crabs asked about Landfill Monitoring Reports – the Clerk advised that the latest reports had just been received and will include it on the next meeting agenda.

E. CEMETERIES

F. BUILDING MAINTENANCE

1. Overhead Doors – the springs on at least 2 doors have had to be replaced. We should look at putting replacement and/or installation of electric openers into the 5-year plan. The building maintenance budget will be increased to allow for repairs for 2023.

The committee agreed that replacement of the overhead doors should be on the 5-year plan, beginning with 2 doors to be included in the 2024 Capital budget and continuing with 2 doors each year (total of 8 doors)

2. The eaves of the Public Works building show signs of deterioration – the soffit and fascia as well as the eave board may need to be replaced. The building maintenance budget will be increased to allow for repairs to the building in 2023.

This will be looked at in spring and a suitable contractor hired to complete repairs.

G. OTHER:

It was noted that the following contracts are up for renewal in 2023 and will be included in future meetings:

- Roadside Cutting (3-year term ending in 2023)*
- Fuel (3-year term ending in 2023)*
- Winter Sand (3-year term – ended for the 2022-23 winter season)*

Committee members were updated on the list of surplus equipment that will be advertised on GovDeals. Complete list will be available once the snow is gone to be sure everything is included.

Committee discussed staff being mindful of safety protocols. The committee was assured that proper training takes place as well as regular safety meetings.

Next Meeting:

Wednesday, April 5th, 2023, at 6:30 p.m.

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS
Economic Development & Community Services Committee Meeting Minutes

REGULAR MEETING

FEBRUARY 21, 2023

PRESENT: CHAIR (S): Merri-Ann HOBBS,
MEMBERS: Jolie BIANCHIN; Harold CRABS, Thoma CRABS; John MOONEY;
ABSENT: Edie FAIRBURN; Susan SONNENBURG
STAFF: Amanda ST. MICHEL; Louisa ORFORD

Opening

The regular meeting of the Economic Development Committee was called to order at 6:50PM on February 21st, 2023 by Merri-Ann Hobbs.

Economic Development

A REGIONAL EDO INITIATIVES

- The Regional Economic Development Officer (REDO) provided a presentation outlining the responsibilities of her position, goals for the LaCloche Foothills communities, what she has accomplished so far and information regarding grant/funding opportunities.
- The committee reviewed the REDO February report and discussed the upcoming job fair & career expo and Buzz on Business Newsletter.

B GRANTS AND FUNDING OPPORTUNITIES

- The Township of Sables-Spanish Rivers Economic Development Officer (EDO) provided an update on the RED application for a Cultural Heritage Banner Project in partnership with the Massey Legion to honour Township veterans.
- The application is asking for 40 banners and 15 additional pole brackets at a total cost of \$8,554.86 and has requesting the maximum 30% from RED totaling \$2,566.46. If approved, the township portion would be \$5,988.40.
- The figures noted above are before tax, as taxes are not an eligible cost in the RED Program (taxes would be approx. \$1,112.13 bringing the Township total to approx. \$7,100.53).
- Currently \$7,000 has been included in the proposed 2023 budget for these banners and brackets.
- The cost of the banners will ultimately be dependent the design chosen because of the design fee per banner/side (examples: 2 sided with different veterans, 2 sided with the same veteran, 2 sided with a veteran and graphic image), the application cost has accounted for two different designs on either side of the banner.

C TSSR BUSINESS COMMUNITY UPDATES/OPPORTUNITIES

- No update.

D DONATIONS/COMMUNITY SPONSORSHIPS

- No update.

Community Services

E COMMUNITY AESTHETICS

- No update.

F AGE-FRIENDLY PROGRAMING

- Discussion regarding the Seniors Walking Program at St. Mary's School and Seniors Exercise Classes held at the Massey and District Arena at no cost to residents.
- The committee intends to support these initiatives in any way possible.
- The EDO will continue to advertise them on all Township platforms.

G MUNICIPAL EVENTS/INITIATIVES

- The EDO provided an update regarding the Township being a community sponsor for the 2023 Ontario Ice Fishing Challenge and the \$500 allocated to local prizeing. As of February 21st, TSSR had 17 participants and was sitting in 7th place.

H COMMUNITY ENGAGEMENT

- No update.

Other Business

I BUDGET

- The committee reviewed the proposed 2023 Economic Development & Community Services and was advised that the budget is still in review by the Finance Committee.
- Concerns regarding the discrepancy between spending and the total budget in prior years was discussed. The EDO explained that the reduced spending in past years had been a result of the pandemic.
- Discussion regarding the goals noted in the Special Programming account, the EDO noted that additional special projects will most likely be identified in the Strategic Plan when it is updated and budgeted for in future years.
- Discussion regarding the past farmers markets, the marketplace and agricultural society efforts towards a market. The committee believes the fairground still has potential to be the hub for these types of events and hopes to explore this opportunity/partnership in the future.

J TSSR STRATEGIC PLAN

- The Committee was provided with a copy of the Strategic Plan (2018-2021) for information as it will need to be updated in 2023.
- The EDO noted that the committee will need to establish a work plan for the update and intends to seek support from the REDO and LAMBAC for assistance.
- The committee will review the existing strategic plan and determine potential next steps at the March meeting.

Recommendations to Council

- None.

The meeting was adjourned at 8:15PM. The next meeting will be held on March 21st, 2023, in Council Chambers, at 6:30pm or at the call of the chair.

Minutes Submitted by: Amanda St.Michel

Approved by: Merri-Ann Hobbs

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2023-09

Being a Bylaw for the Purpose of
Appointing an Interim Fire Training Officer

WHEREAS Section 10 of the Municipal Act, 2001 provides the authority to pass a bylaw for the protection of persons and property and for the health, safety and well-being of persons;

AND WHEREAS Bylaw 2018-04, as amended, provides that the Fire Chief may recommend to Council the appointment of any officers to the Fire Department as may be deemed necessary;

AND WHEREAS the Council of the Corporation of the Township of Sables-Spanish deems it expedient to appoint a Training Officer for the Township of Sables-Spanish Rivers fire department;

THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. THAT Shawn Ellin is hereby appointed as Interim Fire Training Officer for the Township of Sables-Spanish Rivers;
2. THAT this appointment shall take effect on March 1, 2023.
3. THAT Bylaw 2022-17 is hereby repealed.

READ A FIRST AND SECOND TIME THIS 8th DAY OF MARCH, 2023.

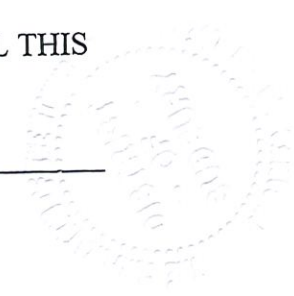

MAYOR - K. BURKE


CLERK - A. WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 8th DAY OF MARCH, 2023.


MAYOR - K. BURKE


CLERK - A. WHALEN



THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH
RIVERS

BYLAW NUMBER 2023-10

Being a Bylaw to Enter into an Agreement
with Jim's Portable Toilets & Septic Service for Access to Tennyson Landfill
Site

WHEREAS Section 10(1) of the Municipal Act, 2001, as amended, provides that
a municipality may provide any service or thing that the municipality considers
necessary or desirable for the public;

AND WHEREAS the Council of the Corporation of the Township of Sables-
Spanish Rivers deems it necessary to enter into an Agreement with Jim's
Portable Toilets & Septic Service for access to the Tennyson Landfill site;

NOW THEREFORE the Council of the Corporation of the Township of Sables-
Spanish Rivers ENACTS AS FOLLOWS:

1. That the said agreement is attached hereto as Schedule 'A' to this bylaw;
2. That the Mayor and Clerk are hereby authorized to execute said
agreement;

READ A FIRST AND SECOND TIME THIS 8th DAY OF MARCH, 2023.


MAYOR - K. BURKE


CLERK - A. WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL
THIS 8th DAY OF MARCH, 2023.


MAYOR - K. BURKE


CLERK - A. WHALEN

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2023-11

Being a Bylaw for the Purpose of Appointing a
Deputy-Clerk

WHEREAS Section 228(2) of the Municipal Act, 2001 provides the authority for this bylaw;

AND WHEREAS the Council of the Corporation of the Township of Sables-Spanish Rivers deems it necessary to appoint a Deputy-Clerk;

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers enacts as follows:

1. THAT Amanda St. Michel is hereby appointed as Deputy Clerk for the Corporation of the Township of Sables-Spanish Rivers;
2. THAT this appointment shall take effect on the passing of this bylaw.

READ A FIRST AND SECOND TIME THIS 8th DAY OF MARCH, 2023.



MAYOR – K. BURKE



CLERK – A. WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS
8th DAY OF MARCH, 2023.



MAYOR – K. BURKE



CLERK – A. WHALEN

