

TOWN OF KEARNEY

AGENDA

REGULAR COUNCIL MEETING

Council Chambers

Thursday December 11, 2025 – 6:00 p.m.

1. Call the Meeting to Order

2. Approval of Agenda

3. Disclosure of Interest

[At this time, Members of Council shall declare pecuniary interest, if any, with items on the agenda.]

4. Delegations/Presentations

4.1. Deputation request from Shannon Pg.3

5. Consent List

5.1. October 23, 2025 DRAFT Regular Council Meeting Minutes Pg.6

5.2. November 20, 2025 DRAFT Regular Council Meeting Minutes Pg.9

5.3. Payment Register Pg.13

6. Items Referred from the Consent List

7. Items for Discussion

7.1. DRAFT By-law & Agreement with ADR Chambers for Integrity Commissioner Services Pg.16

7.2. Council Meeting Dates Resolution Pg.33

7.3. Insurance Presentation and Acceptance for 2026 Premiums Pg.34

7.4. Cost of Surveying Roads Pg.39

7.5. DRAFT Emergency Management Plan Update Pg.40

7.6. Declare 2014 Ford F150 surplus Pg.57

8. Notice of Motion

9. Correspondence for Information

9.1. Saugeen First Nations #29 Child Wellbeing Bylaw Pg.58

9.2. Professional Activity Day (PA Day) on Municipal Election Day Pg.61

9.3. Selwyn Resolution re Curbside Pick-up Non-profits Pg.64

9.4. Parry Sound Municipal Partners POA Documents (meeting minutes, Pg.66

GL, Budget and Q3 Report)

10. Bylaws

- | | |
|--|-------|
| 10.1 By-law 2025-67 - Being a By-law to Amend Zoning By-law 2022-20 (1000446628 Inc.) | Pg.74 |
| 10.2 By-law 2025-68 - By-law & Agreement with ADR Chambers for Integrity Commissioner Services | Pg. |
| 10.3 By-law 2025-69 - Adopt Emergency Management Program and Emergency Response Plan for the Town of Kearney | Pg. |
| 10.4 By-law 2025 70 - Being a By-law to set the Proceedings of Council "Procedural By-law" | Pg.76 |
| 10.5 By-law 2025-71 - Being a By-law to set the Fees & Charges for the Town of Kearney "The Fees & Charges By-law" | Pg.86 |
| 10.6 By-law 2025-72 - Being a By-law to control noise within the Town of Kearney | Pg.98 |

11. Closed Session

Under Section 239 of the Municipal Act, Council will move into closed session under the following subsections:

- (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board
- (2)(d) Labour Relations or Employee Negotiations

12. Confirming Bylaw

By-law 2025-73 Being a by-law to confirm the proceedings of Council

13. Adjournment

From: [Town of Kearney | CiviKit](#)
To: [Nicole Gourlay](#)
Cc: [Cindy Filmore](#); [Stefanie Allen](#)
Subject: Webform submission from: Appear Before Council > Content rows > Row component
Date: November 25, 2025 2:11:41 PM

Submitted on Tue, 11/25/2025 - 14:11

Submitted by: Anonymous

Submitted values are:

I acknowledge that personal information contained within my communication(s) may become part of the public record and may be made available to the public through the Council / Committee process.

Yes

I realize that by using this online form I am unable to attach my presentation documents at this time. I understand that I am completely responsible for submitting my delegation presentation documents no later than 3:00 p.m. on the Monday 2 weeks prior to the meeting. Otherwise, my delegation may be postponed to a later meeting date.

Yes

Full Name

Shannon Burns

Email

shannonburns24601@yahoo.ca

Telephone Number

[7055430470](tel:7055430470)

Address

1725 Highway 518E
Kearney, Ontario. P0A 1M0

Date of Meeting for Designation

Thu, 12/11/2025 - 00:00

Please describe the general nature of your delegation:

To discuss ongoing issues with business operating in residential area.
Full letter being emailed to Nicole

November 25, 2025

To: Kearney Town Council

From: Shannon and David Burns, 1725 Hwy 518 East

Re: Operation of Commercial Business in Residential Neighbourhood

Dear Members of Council,

We are writing to formally express our ongoing concerns regarding the commercial activities conducted by Scarlett Point, a business operating within our residential neighbourhood.

Scarlett Point opened in the spring of 2020. In an interview with *NorthBayNipissing.com*, the owner, Tim Brown, stated his intention to make the property the “Deerhurst of the North.” Since that time, we have observed repeated disregard for various regulations, all of which are matters of public record, including:

- COVID-related shutdown rules regarding short-term rentals
- Local by-laws related to noise
- Provincial and federal regulations regarding the hunting of geese within town limits
- Ministry of Environment protection rules
- Fire code regulations
- Building without proper permits

Because of the proximity of our home to their operations, we are directly and significantly affected. Examples include:

- Amplified music and event noise from mid-afternoon until 11 p.m., often shaking our windows and making it difficult to hear inside our own home
- Loud yelling, hollering, and shouting daily from approximately 7 a.m. until dusk, seven days a week from May through October
- Boat operators—often appearing inexperienced or impaired—speeding, approaching our dock dangerously, and frequently becoming stuck on the nearby sandbar
- General noise so disruptive that we cannot keep our windows open or comfortably spend time outside, as even conversation on our deck becomes difficult
- Loss of the peaceful enjoyment of nature, including the ability to watch and listen to loons, ducks, and other wildlife

At no time were we notified or consulted about a resort-style business opening immediately adjacent to our property. Had we been, we would have opposed it strongly. Instead, we have watched the business expand year after year, adding more activities and noise, with no regard for the impact on neighbouring residents.

While by-law complaints we have filed have been addressed, the owners of Scarlett Point appear to treat fines as a cost of doing business rather than a deterrent. The behaviour continues unchanged.

We have recently spoken with local realtors about selling our home—a home that was a dream come true when we purchased it in 2019. All of them were candid in saying that the presence and activities of Scarlett Point have negatively affected our property value.

Below is a visual showing the proximity of our property (highlighted in yellow) to Scarlett Point. We believe our home is more affected than any other property in the area.



We are respectfully asking Council to consider what actions can be taken to curtail the non-residential, resort-style operations of Scarlett Point. We want to be clear that their short-term rental activity is not our concern; rather, it is the additional commercial operations and the continued expansion that are profoundly impacting our daily life.

Each spring, we find ourselves worrying about the problems that will arise as soon as the weather warms. No residents should have to live this way. Even as we write this letter, new construction is underway on their property—directly visible from our deck—indicating further expansion for next year.

We would welcome the opportunity to meet with Council to discuss a constructive solution to this issue.

Respectfully,
Shannon and David Burns

The Corporation of the Town of Kearney
REGULAR COUNCIL MEETING MINUTES
Council Chambers
Thursday, October 23rd, 2025 – 6:00 p.m.

Council Members Present: Mayor: Cheryl Philip
Deputy Mayor: Michael Rickward (virtual attendance)
Councillors: Keven Beaucage, Heather Pateman, Jill Sharer

Staff Present: Nicole Gourlay, CAO/Clerk (CAO)
Jenny LeBlond, Treasurer (T)
Cindy Filmore, Deputy Clerk (DC)

All Staff were present for the entirety of the meeting.

1. Call the Meeting to Order

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

2. Approval of Agenda

Resolution 2025-275

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of October 23, 2025 as circulated
CARRIED

3. Disclosure of Interest – none noted

4. Delegations/Presentations/Public Meetings

Resolution 2025-276

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Public Meeting of Council pursuant to Section 34 (12), (13), (14) of the Planning Act, R.S.O. 1990 ,c. P. 13, as amended, held Thursday, October 23 2025, be called to order at 6:03 pm

Technical difficulties caused a delay in access to the Public Meeting of approximately 7 minutes

Resolution 2025-277

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED that the Public Meeting of Council pursuant to Section 34 (12), (13) and (14) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, held Thursday, October 23, 2025, be adjourned at 6:30 pm.

CARRIED

5. Consent List

Resolution 2025-278

Moved by: Councillor Sharer; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, October 2, 2025, be accepted and that all recommendations or support contained therein be adopted and approved as resolutions of Council except for items: 5.1 September 11 Regular Council meeting minutes 2025 Minutes to be changed to reflect the reason Councillor Beaucage left the meeting during Closed Session
CARRIED

6. Items Referred from the Consent List

7. Items for Discussion

7.1 SR2025-57 - MOU re: ATV Club

Resolution 2025-279

Moved by: Councillor Pateman; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives Staff Report SR2025-56 regarding a Memorandum of Understanding between the Algonquin West ATV Club and the Town of Kearney; AND FURTHER THAT Council approves the DRAFT MOU as provided, pending final review by legal counsel; AND FURTHER

THAT the Staff bring back a bylaw to authorize execution of the MOU at the next regular meeting of Council.

CARRIED

7.2 Community Safety and Well Being Plan

Resolution 2025-280

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

WHEREAS the Town of Kearney has adopted a Community Safety & Well Being Plan as required by legislation; AND WHEREAS the Plan requires a review of the document within the first five years; AND WHEREAS Staff have completed the review regionally with the updates as outlined in item 7; NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby approves updates to the Community Safety and Well Being Plan to be reviewed again prior to the end of 2030.

CARRIED

7.3 Office Closure for Christmas & Council gift

Resolution 2025-281

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

WHEREAS the Christmas Holiday typically results in the closure of the Town Office between Christmas and New Years; AND WHEREAS the CAO-Clerk would like to recommend the following office hours: closed from 12:30 pm December 24, 2025, reopening December 29 2025 at 8:30am and closed from 12:30pm December 31 2025 reopening January 5th at 8:30am 2026. THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney approves the CAO-Clerk's recommendation in closing the Municipal Office as noted above and Staff to provide financial implications for either 1 days pay or a turkey & Gift Certificate of \$200

CARRIED

7.4 Dallaire Agreement

Resolution 2025-282

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby supports in principle the Development Agreement between the Town of Kearney and the owners of the property known municipally as 110 Dallaire Lane substantially in the format presented

CARRIED

7.5 Volunteer Form Library Board-Andrew Levine

Resolution 2025-283

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and accepts the application from Andrew Levine to join the Kearney and Area Public Library Board; AND FURTHER THAT Council appoints Mr. Levine to the Kearney and Area Public Library Board for the remainder of the Council term.

CARRIED

7.6 DRAFT Fees & Charges Bylaw

Resolution 2025-284

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Fees & Charges Bylaw update; AND FURTHER THAT Council requests the following changes: NONE AND FURTHER THAT Staff bring the updated DRAFT bylaw back for review to the next regular meeting of Council.

CARRIED

7.7 Rescheduling of November 13th Council Meeting

Resolution 2025-285

Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby agrees to move the regular Council meeting of November 13 to November 20th to provide Staff an opportunity to attend the Planning Conference in Sudbury on November 13 & 14, 2025

CARRIED

8. Notice of Motion - nil

9. Correspondence for Information

Resolution 2025-286

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney receives the

correspondence list of the October 23, 2025 as information; AND FURTHER directs Staff to draft letters of support regarding both that were received from Niagara & Halton
CARRIED

10. By-laws

Resolution 2025-287

Moved by Councillor Pateman/ Seconded by Deputy Mayor Rickward

BE IT RESOLVED that the following by-laws be read a first, second and third time, be passed by the Council of the Corporation of the Town of Kearney, signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:

10.1 2025-60 Dallaire Consent Agreement

CARRIED

11. Closed Session - nil

12. Confirming By-law

Resolution 2025-288

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Pateman

BE IT RESOLVED that By-law 2025-61 being a by-law to Confirm the Proceedings of the Regular Meeting of October 23, 2025, be read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book.

CARRIED

13. Adjournment

Resolution 2025-289

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 7:10 pm

CARRIED

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk

The Corporation of the Town of Kearney
REGULAR COUNCIL MEETING MINUTES
Council Chambers
Thursday, November 20, 2025 – 6:00 p.m.

Council Members Present: Mayor: Cheryl Philip
Deputy Mayor: Michael Rickward (virtual attendance)
Councillors: Keven Beaucage, Heather Pateman, Jill Sharer

Staff Present: Nicole Gourlay, CAO/Clerk (CAO)
Jenny LeBlond, Treasurer (T)
Paul Schaefer, Fire Chief (FC) and Chief Building Official (CBO)
Tom Young, Public Works Superintendent
Cindy Filmore, Deputy Clerk (DC)

The CAO-Clerk, the Treasurer, the Fire Chief & Chief Building Official and the Public Works Superintendent were present for the entirety of the meeting. The Deputy Clerk was present for the Public portion of the meeting.

1. **Call the Meeting to Order**
The meeting was called to order at 6:00 p.m.
2. **Approval of Agenda**
Resolution 2025-290
Moved by: Councillor Beaucage; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of November 20, 2025 as amended:
 - Amended to add by-law 2025-65, being a by-law to enter into an agreement with Fowler Construction
 - Amended to remove Closed Session item (2)(d) Labour Relations or Employee NegotiationsCARRIED
3. **Disclosure of Interest –**
Pecuniary Interest - Councillor K Beaucage Re: Cheque #35180 for Seniors Excursion
Pecuniary Interest - Councillor K Beaucage Re: Memo for Staff Christmas Bonus
Pecuniary Interest – Deputy Mayor M Rickward Re: Cheque #35426 to Family Business
4. **Delegations/Presentations/Public Meetings**
Resolution 2025-291
Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney recesses the Regular Meeting of Council of Thursday, November 20, 2025 at 6 pm to hold a Public Meeting pursuant to Section 34 (12), (13), (14) of the Planning Act, R.S.O. 1990, c.P.13, as amended, to consider a Zoning Bylaw Application:
The purpose of the proposed zoning by-law amendment is to rezone lands described as 14 ECHO RIDGE ROAD; CON 11 PT LOT 6 RP; PLAN 42R20372 PARTS 1 AND 2, BETHUNE, TOWN OF KEARNEY from the Rural (RU) Zone to the Rural Residential (RR) Zone and the Hazard Lands (HZ) Zone.
CARRIED

Resolution 2025-292
Moved by: Councillor Sharer; Seconded by: Deputy Mayor Rickward
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives the report from EcoVue Consulting in regard to the Application for Zoning Bylaw Amendment RZ-05-25; AND FURTHER THAT Council supports the proposed amendment to Zoning Bylaw 2022-20 which will rezone a portion of the subject lands from the Rural (RU) Zone to the Rural Residential (RR) Zone, and Hazard Lands (HZ) Zones, as a condition of the SEPSDPB Consent Files B-010/25, B-011/25m B-012/25 and B-013/25 AND FURTHER THAT a bylaw to this effect will be passed at the next Regular Council meeting.

CARRIED

Resolution 2025-293

Moved by Deputy Mayor Rickward, Seconded by Councillor Pateman

BE IT RESOLVED that the Public Meeting of Council pursuant to Section 34 (12), (13), (14) of the Planning Act, R.S.O. 1990, c.P. 13, as amended, held Thursday, November 20, 2025, be adjourned at 6:16 pm and Council returns to the Regular Council Meeting

CARRIED

5. Consent List

Resolution 2025-294

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, November 20, 2025, be approved the Consent List of November 20, 2025 except for items: 5.1. October 23 Regular Council meeting minutes 2025 Minutes

CARRIED

6. Items Referred from the Consent List

Resolution 2025-295

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney directs Staff to bring back the October 23rd, 2025 minutes on the next at the next regular meeting with the amendments to the resolution numbers

CARRIED

7. Items for Discussion

7.1 Memo – Costing of Christmas Bonus

Councillor Beaucage recused herself from the table for this discussion

Resolution 2025-296

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer

WHEREAS the Council of the Corporation of the Town of Kearney requested Staff to bring a report to Council outlining a cost analysis comparing the cost of giving staff 1 day off with pay versus a turkey and a \$200 gift card; AND WHEREAS Staff have provided such an analysis, showing that an average priced turkey (\$60) + a \$200 gift card for 34 employees would cost \$8,840 while the cost of providing 34 employees with 1 day off would be \$7,731.21; NOW THEREFORE BE IT RESOLVED that Council approves a Christmas Gift of \$150 each for either Walmart or Fresho for Staff

CARRIED

Councillor Beaucage returned to the table for the remainder of the meeting

7.2 SR2025-67 Road Service Level, Maintenance and Ownership Discussion

Resolution 2025-297

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives SR2025-67 regarding Road Service Level, Maintenance and Ownership; AND FURTHER directs Staff to:

- Perform further research on the use of a Special Service Charge to cover costs of this project
 - Survey the road allowances to get a better understanding of additional work and costs
- AND FURTHER; Council directs Staff to bring that report back to Council for the winter season of 2025-2026

CARRIED

Resolution 2025-298

Moved by Deputy Mayor Rickward; Seconded by Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney directs Staff to allow private contractors to continue maintaining municipal owned roads for the 2025-2025 winter season without an agreement with the Town of Kearney including West Bay Rd., Gray Jay Lane, and Fisher Lake subdivision and the Sand Lake Colonization Road

CARRIED

7.3 DRAFT Noise Bylaw Update

Resolution 2025-299

Moved by: Councillor Pateman; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Noise Control Bylaw ; AND FURTHER THAT Council approves the DRAFT Noise Control Bylaw with no changes to be brought to a future meeting of passing
CARRIED

7.4 DRAFT Procedural Bylaw Update

Resolution 2025-300

Moved by: Councillor Sharer; Seconded by: Deputy Mayor Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Procedural By-law; AND FURTHER THAT Council requires the following changes be made prior to the return of this bylaw for further review at the December meeting: Add sections to allow Councillor updates

CARRIED

7.5 DRAFT Fees & Charges By-law with Updates

Resolution 2025-301

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Fees & Charges Bylaw; AND FURTHER THAT Council approves the DRAFT Fees & Charges Bylaw with no changes to be posted with notice of Council's intention to pass at the December 11th meeting

CARRIED

7.6 SR2025-68 Echo Ridge Road deviation - Heran

Resolution 2025-302

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives SR2025-68 regarding the surveying of Echo Ridge Road to evaluate the road deviation; AND FURTHER THAT Council determines the costs of the survey shall be divided between the Town and Mr. Heran; AND FURTHER THAT these costs shall not exceed \$11,000 in total based on a Request For Quotation for surveying services.

CARRIED

7.7 SR2025-69

Resolution 2025-303

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives SR2025-69 Budget Analysis at October 31, 2025 for information purposes only.

CARRIED

7.8 Letter to Southeast Parry Sound District Planning Board re Removal

Resolution 2025-304

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives a copy of the letter sent to the Southeast Parry Sound District Planning Board regarding Kearney's request to withdraw; AND FURTHER THAT Council supports this request for withdrawal completed on their behalf.

CARRIED

7.9 Letter from ACED to invest in regional economic development 2026 – 2028

Resolution 2025-305

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the letter from ACED to invest in regional economic development 2025-2028; AND FURTHER Council directs Staff to respectfully decline.

CARRIED

8. Notice of Motion - nil

9. Correspondence for Information

Resolution 2025-306

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney receives the correspondence list of the November 20, 2025 as information; and endorse the following items:
9.3 & 9.4

CARRIED

10. By-laws

Resolution 2025-307

Moved by Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the following by-laws be read a first, second and third time, be passed by the Council of the Corporation of the Town of Kearney, signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book:

10.1 2025-62 being a Bylaw to adopt an alternate voting method

10.2 2025-63 being a Bylaw to amend Zoning By-law 2022-20 (Grierson/Steel)

10.2 2025-65 being a Bylaw to enter into an agreement with Fowler Construction re: plowing
CARRIED

11. Closed Session

Resolution 2025-308

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney moves into closed session at 8:45 pm under Section 239 of the Municipal Act, under the following subsections:

(2)(b) Personal Matters about an Identifiable Individual

Resolution 2025-309

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvenes in Open Session at 9:30 pm

12. Confirming By-law

Resolution 2025-310

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that By-law 2025-63 being a by-law to Confirm the Proceedings of the Regular Meeting of November 20, 2025, be read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book.

CARRIED

13. Adjournment

Resolution 2025-311

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 9:35 pm

CARRIED

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk

Town of Kearney
A/P Batch Report November 18, 2025
Batch: 2025-00114 to 2025-00116

Bank Code - AP - GENERAL AP

COMPUTER CHEQUE

| Payment # | Date | Vendor Name Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|---|--|---|----------------|
| 35250 | 11/18/2025 | VOID - Cheque Printing | | | |
| 35251 | 11/18/2025 | VOID - Cheque Printing | | | |
| 35252 | 11/18/2025 | CRA - Receiver General Nov 1-15/25 | Source Deductions Nov 1-15/25 | 10,163.14 | 10,163.14 |
| 35253 | 11/18/2025 | E.A. Shipman Electric Ltd 4115 | Repair flashing red light | 434.87 | 434.87 |
| 35254 | 11/18/2025 | GIN-COR Industries Inc. 95579 | Shop Supplies | 415.14 | 415.14 |
| 35255 | 11/18/2025 | Glen Martin Ltd. 424202-1 | Hand Sanitizer Gel Jug | 29.05 | 29.05 |
| 35256 | 11/18/2025 | Gordon, Carly CG/25 72955 BA | Reimbursement for boot allowance | 125.00 | 125.00 |
| 35257 | 11/18/2025 | JBMK Electrical Contracting 1787 | Outside tap water shut off electrica | 847.50 | 847.50 |
| 35258 | 11/18/2025 | Jones Motor Lines I4139 I4110 I4106 I4107 I4108 I4109 | Nov service beach outdoor washrc Oct service beach outdoor washro Oct service Kallio outdoor washroc Oct service b.diamond washroom Oct service K.William washroom Oct service rink outdoor washroorr | 28.25 141.25 141.25 141.25 141.25 282.50 | 875.75 |
| 35259 | 11/18/2025 | LAS-Local Authority Services MGBP0000034011 | Box of white paper | 75.68 | 75.68 |
| 35260 | 11/18/2025 | Morrin, Michael MM/25 Boot A | Reimburse clothing allowance | 169.48 | 169.48 |
| 35261 | 11/18/2025 | Purolator Inc. 500209211 | Courier expenses | 12.20 | 12.20 |
| 35262 | 11/18/2025 | Township Of Perry 2025-097 | Shared Exp - Bevan's Rd 5/8" Grai | 15,783.73 | 15,783.73 |
| 35263 | 11/18/2025 | Waste Connections of Canada 7113-0000358629 | October Dump & Return | 4,251.89 | 4,251.89 |
| 35264 | 11/18/2025 | Watson, Brian RCA Refund/25 | Refund deposit for RCA | 1,000.00 | 1,000.00 |
| | | | | Total Computer Cheque: | 34,183.43 |

EFT

| Payment # | Date | Vendor Name Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|--|--|-------------------------------|----------------|
| 108 | 11/18/2025 | Agriculture Forestry Construction Inc. 8078 | Backhoe Repairs | 5,008.85 | 5,008.85 |
| 109 | 11/18/2025 | Bowman Fuels Ltd. 817294 817293 Doc.66930 | Diesel Fill on Nov.5/25 Diesel Fill on Nov.5/25 Late Fee (INV 809500 / 809501) | 1,413.29 1,069.09 42.39 | 2,524.77 |
| 110 | 11/18/2025 | Bugelli, Lisa 022 | October Fitness Instructor Fees | 1,160.41 | 1,160.41 |

Town of Kearney
A/P Batch Report November 18, 2025
Batch: 2025-00114 to 2025-00116

EFT

| Payment # | Date | Vendor Name | Invoice # | Reference | Invoice Amount | Payment Amount |
|-----------|------------|---------------------------------------|-----------------|-------------------------------------|----------------|----------------|
| 111 | 11/18/2025 | Cedar Signs Inc. | INV2025/4934 | Canpar Delivery Fee | 24.33 | 24.33 |
| 112 | 11/18/2025 | D.M. Wills Associates Ltd | 29704 | Kearney Landfill Monitoring | 7,658.58 | 7,658.58 |
| 113 | 11/18/2025 | Fetterley's Gas & Convenience c/o | Nov1-14/25 FD | Vehicle Fuel Fills | 360.42 | |
| | | | Nov1-14/25 BD | Vehicle Fuel Fill | 110.74 | |
| | | | Nov1-14/25Trk13 | Vehicle Fuel Fill | 116.51 | |
| | | | Nov1-14/25 Pks | Vehcile Fuel Fill | 81.00 | |
| | | | Nov1-14/25 PWS | Shop Supplies | 29.06 | 697.73 |
| 114 | 11/18/2025 | Lake Country Office Solutions | 115015 | Windows Server Remote Desktop | 322.05 | |
| | | | 114987 | November Fax Service | 33.90 | |
| | | | 114756 | October Photocopy Fees | 265.08 | 621.03 |
| 115 | 11/18/2025 | NorthBay ParrySound District Health U | Dec/25 Levy | December Levy | 2,482.83 | 2,482.83 |
| 116 | 11/18/2025 | Novexco Inc | 94202829 | Battery Supplies | 146.58 | 146.58 |
| 117 | 11/18/2025 | Reeder Web Design and Marketing Ser | 10688 | 4th qtr Maintenance Fees | 154.08 | |
| | | | 10689 | Annual VPS Hosting Acct Renewa | 474.60 | 628.68 |
| 118 | 11/18/2025 | Russell Christie LLP | 52097449 Nov11 | Legal Fees for Development Agrm | 456.12 | |
| | | | 52097450 Sep2 | Legal Fees for Consent Agreemen | 3,456.44 | |
| | | | 52097419Sep24 | Legal Fees for Frontier Lane - Plar | 1,541.72 | 5,454.28 |
| 119 | 11/18/2025 | REV - SDB Truck & Equipment Repairs | | | | |
| 120 | 11/18/2025 | Sunbelt Rentals of Canada Inc. | 78808498-0001 | Roller Cab Rental | 2,872.80 | 2,872.80 |
| 121 | 11/18/2025 | Telequip Systems Limited | TELEQIN135546 | December Radio Usage | 237.30 | 237.30 |
| 122 | 11/18/2025 | Trackmatics Inc. | 44174 Trk 4 | November GPS Monitoring | 72.13 | |
| | | | 44174 Trk 6 | November GPS Monitoring | 72.13 | |
| | | | 44174 Trk 10 | November GPS Monitoring | 72.13 | |
| | | | 44174 Trk 11 | November GPS Monitoring | 72.13 | |
| | | | 44174 Trk 12 | November GPS Monitoring | 72.14 | |
| | | | 44174 Grader | November GPS Monitoring | 72.14 | |
| | | | 44174 BD | November GPS Monitoring | 66.67 | |
| | | | 44174 FD | November GPS Monitoring | 287.01 | |
| | | | 44174 Park | November GPS Monitoring | 110.74 | |
| | | | 44174 TS | November GPS Monitoring | 66.67 | 963.89 |
| 123 | 11/18/2025 | Wurth Canada Ltd | 26610978 | Shop Supplies | 180.08 | 180.08 |
| 124 | 11/18/2025 | Pro Mac Equipment Ltd | 001749 | Cutting tooth, Beaver 2 1/2" | 324.96 | 324.96 |
| | | | | Total EFT: | | 30,987.10 |

Total AP: 65,170.53

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Town of Kearney
A/P Batch Report November 18, 2025
Batch: 2025-00114 to 2025-00116

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Report Prepared for Council Meeting of December 11, 2025

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No.2025-XX

Being a By-law to Appoint an Integrity Commissioner

WHEREAS Section 223.3 of the Municipal Act, 2001, 5.0. 2001, c.25, as amended, authorizes municipalities to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned by the Municipality with respect to any or all of the following:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1, 5.2 and 5.3 of the Municipal Conflict of Interest Act to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the Municipal Conflict of Interest Act.
7. The provision of educational information to members of council, members of local boards, the municipality, and the public about the municipality's codes of conduct for members of council and members of local boards and about the Municipal Conflict of Interest Act. 2017, c. 10, Sched. 1, s. 19 (l); 2022, c. 24, Sched. 3, s. 3.

AND WHEREAS a Request for Proposal was issued on behalf of the Almaguin Municipalities jointly seeking services of an Integrity Commissioner;

AND WHEREAS the Clerks of the participating municipalities appointed an Evaluation Committee to evaluate the proposals, with the proposal from AOR Chamber Inc. receiving the highest combined score based on the evaluation criteria as detailed in the Request for Proposals document;

NOW THEREFORE BE IT ENACTED AS A BY-LAW OF THE CORPORATION OF THE TOWN OF KEARNEY AS FOLLOWS:

1. THAT the Request for Proposal for an Integrity Commissioner be awarded to ADR Chamber Inc.;
2. THAT Michael Maynard of ADR Chambers Inc. is hereby appointed Integrity Commissioner for the Town of Kearney;
3. THAT Schedule 'A' attached hereto shall form the Agreement between the Town of Kearney and ADR Chambers Inc.;
4. That By-law No. 2023-05 is hereby repealed.
5. THAT this By-law shall come into force and effect on the date of its passing.

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Corporate Seal attached hereto, this ____ day of _____, 202__.

THE CORPORATION OF THE
TOWN OF KEARNEY

Mayor

Clerk

AGREEMENT FOR PROFESSIONAL SERVICES
made as of the ____ day of December, 2025

BETWEEN:

Town of Kearney (hereinafter called "the Town")

-and-

ADR CHAMBERS INC.
(hereinafter called "ADRC")

WHEREAS the Town would like to retain the services of Michael Maynard of ADRC as its Integrity Commissioner under the authority of section 223.3(1) of the Municipal Act, 2001, S.O. 2001, c. 25 (the "Act") to perform the Services of this position in accordance with the terms of the Act and the provisions of this Agreement;

NOW THEREFORE, the Town and ADRC for good and valuable consideration hereto covenant and agree as follows:

Services

1. ADRC agrees to provide Integrity Commissioner services with Michael Maynard of ADRC as the appointed Integrity Commissioner (the "Commissioner"), in accordance with the authority for such appointment as prescribed in Section 223.3 (1) of the Act. ADRC will also make available to the Municipality other ADRC support persons, as permitted by this Agreement, including Ellen Fry, Ben Drory, Jeffery Shapiro and Naomi Bussin as Associate Investigators.
2. ADRC agrees to perform the services (the "Services") as set out in Section 223.3(1) of the Municipal Act.
3. Neither ADRC nor the Commissioner will provide legal advice and none of the advice provided in the delivery of the Services should be considered legal advice. Anyone who requires legal advice should seek that advice from a practicing lawyer.
4. Services shall be performed in relation to the Town's Code of Conduct, as amended. A copy of the Town's current Code is attached to the Agreement as Schedule "C".
5. The Commissioner is appointed for the purpose of addressing Integrity Commissioner-related issues as set out in the RFP and the Proposal. The Commissioner's jurisdiction over complaints is established only upon ADRC's receipt of a Formal Complaint. ADRC shall not provide advice to persons who wish to file or are thinking about filing a Formal Complaint to ADRC.
6. The Town may in writing at any time after the execution of the Agreement or the commencement of Services delete, extend, increase, vary, or otherwise alter the Code. The Town and ADRC may jointly agree to alter the services. ADRC shall have the option of terminating this Agreement immediately if the scope of the Services is materially altered without ADRC's consent.
7. (a) The Town may at any time, by giving 60 days' notice in writing to ADRC, suspend or terminate this Agreement and the Services or any portion thereof. This may be done for any reason. If the Town determines or is informed pursuant to this Agreement that ADRC has a conflict of interest, the Town may ask ADRC to make arrangements to ensure Services are provided without a conflict (whether through assignment or otherwise) in a manner satisfactory to the Town, failing which, the Town may terminate this Agreement. Upon receipt of written notice of termination, ADRC shall perform no further Services other than those reasonably necessary to close out the Services. In such an event, ADRC shall be entitled to payment for those Services rendered and disbursements incurred.

(b) Should a conflict of interest arise, ADRC shall disclose such conflict to the Town and shall make arrangements to ensure Services are provided without a conflict (whether through assignment or otherwise) in a manner satisfactory to both the Town and ADRC. If unable to address the conflict to the satisfaction of both the Town and ADRC, ADRC may, at any time by notice in writing to the Town terminate the Agreement and the Services. Upon ADRC's delivery of written notice to the Town, ADRC shall not, without the consent of the Town's Clerk, perform any further Services other than those

reasonably necessary to close out ADRC's Services. In such an event, ADRC shall be entitled to payment for those Services rendered and disbursements incurred.

8. ADRC shall perform the Services, in an independent and consistent manner to meet the requirements of the Town as set out in the RFP and the Proposal. ADRC shall complete the Services on a flexible and as-needed basis as required by the Town.
9. The Town acknowledges and agrees that ADRC shall make all final reports to Council. These reports to Council will be made using the proper administrative reporting procedures as directed by the Town's Clerk. Notwithstanding anything in this paragraph, ADRC may provide advice to Councillors on a confidential basis.

Term, Termination, and Expiration

10. (a) Subject to the provisions of this Agreement, the initial Term of this Agreement shall be for three (3) years and shall commence on the date of execution of the Agreement by both parties (the "Term").

(b) Upon any termination of this Agreement, ADRC shall provide to the Town's next Integrity Commissioner all material/documentation related to any investigations underway and such documentation/material shall become the property of the new Integrity Commissioner of the Town. In the event the Town has not contracted the services of a new Integrity Commissioner upon termination of this Agreement, ADRC shall make arrangements with the Town to transfer documentation/material relating to on-going investigations to the Town's Clerk in a manner that satisfies ADRC's concerns respecting confidentiality of the records while allowing their use for the purposes for which they were created.

(c) Following termination of the Agreement, ADRC shall retain all records and documentation relating to the Services for seven (7) years (the "Retention Period"). Upon completion of the Retention Period, ADRC shall dispose of the records.

Impartiality

11. ADRC acknowledges that neither ADRC, nor any of its employees or agents providing Services to the Town has any conflicts of interest. Specifically, ADRC acknowledges that neither the Commissioner, nor any other employee or agent of ADRC providing Services are employed by the Town, have any financial interest in matters involving the Town, have any interest in matters before the Town's Council, or have any interest in any work undertaken by the Town. ADRC further agrees that ADRC, its employees and agents involved in providing Services will not have any involvement in political campaigning/endorsements, or related conflicts of interest, with any current member of the Town's Council, Committees, Local Boards, or with any current member of a council, committee, or local board of a local municipality within the Town preceding or during the Term of the Agreement. ADRC acknowledges that ADRC and the Commissioner shall be and always remain impartial and neutral. ADRC shall perform the Services skillfully, competently, and in accordance with the law.

Compensation

12. (a) The Town shall pay ADRC the following fees and disbursements for services rendered:
 - a. Retainer Fee of \$500 per year + HST, charged annually upfront (includes the preparation of the Annual Report);
 - b. The Hourly Rate shall be \$375 + HST for work performed by the Commissioner;
 - c. The Hourly Rate shall be \$300 + HST for work performed by the Associate Investigator;
 - d. Mileage for reasonable travel at a rate of \$0.60/km. The Town agrees that particulars of travel within the Town shall not be disclosed to the Town by ADRC if believed that doing so may compromise confidentiality of a complainant or participant in an investigation; and
 - e. Reasonable disbursements at cost.

(b) Should ADRC require a meeting space in the Town during the course of an investigation, the Town shall provide such space in a Town facility on an as needed and as available basis. In arranging for such space, the Town will be mindful of the importance of confidentiality. For greater certainty, ADRC may request space in another

Town facility where the space offered could, in the opinion of ADRC, give rise to confidentiality concerns.

(c) The Town will print ADRC's reports and will provide services with respect to service of summonses or subpoenas, as may be requested by ADRC at the expense of the Town.

(d) The Town shall provide public access to the Code through its website. The Town shall also provide information about the Code, the functions of the Integrity Commissioner, and the complaint process on its website. ADRC's Services do not include development of a website or such information. Review of the website content does not constitute part of ADRC's Services, unless requested.

(e) If the Town Clerk refuses to authorize any of ADRC's fees and expenses contemplated by the Agreement, ADRC is entitled to appeal such decision directly to the Town's Council.

(f) Should fees or expenses that ADRC feels are necessary for the reasonable performance of the Services be refused on appeal to the Town's Council, then the issue shall be resolved by arbitration pursuant to paragraph 30 of this Agreement.

13. ADRC shall not assume responsibility for, nor seek reimbursement from, the Town for any costs incurred by ADRC not specifically set out in the Agreement unless such costs are authorized, in writing, by the Town's Clerk (in advance).
14. ADRC shall submit an invoice to the Town for all services completed in the immediately preceding month. Interest at the annual rate of 12 percent per annum will be paid on the total outstanding unpaid balance commencing 30 days after the Town has received ADRC's invoice. Any applicable Harmonized Sales Tax shall be added to each monthly invoice as prescribed by law from time to time and shall be paid to ADRC by the Town. ADRC shall provide its HST Registration Number on all invoices to the Town.
15. ADRC shall provide copies of receipts with respect to any disbursement, for which receipts would normally be available, for which ADRC claims payment under this Agreement.

Insurance and Indemnification

16. (a) Indemnity

ADRC agrees to indemnify and save harmless and shall obtain, maintain, pay for, and provide evidence of the following insurance.

(b) Professional and Commercial General Liability Insurance

ADRC shall obtain, maintain, pay for, and provide evidence of Professional Liability Insurance with limits of not less than \$2 million (\$2,000,000.00), inclusive per claim, covering services or activities by ADRC and ADRC's agents and employees (inclusive of the Commissioner) that are professional in nature and thereby excluded under the Commercial General Liability Policy.

ADRC shall obtain, maintain, pay for, and provide evidence of Commercial General Liability Insurance that includes as an additional insured the Town, with limits of not less than \$2 million (\$2,000,000.00) inclusive per occurrence for bodily and personal injury, death and damage to property including loss of use hereof.

(c) Workplace Safety and Insurance Board ("WSIB")

ADRC is not required to register with the WSIB and, upon request, can provide a letter from the WSIB attesting to this.

(d) Municipal Act, 2001 Indemnity

The Town hereby provides the Integrity Commissioner and any person acting under the Integrity Commissioner's instructions with the indemnity provided for and required in section 223.3(6) of the Municipal Act, 2001, as amended by Bill 68 and effective March 1, 2019.

Representation of ADRC

17. ADRC is appointed under authority of subsection 223.3(1) of the Act and, as such, is responsible for performing the Services in an independent manner. ADRC and the Commissioner may be identified publicly as the Integrity Commissioner appointed by the Town. ADRC shall be an independent contractor and shall not be considered and shall at no time represent itself or permit any of its employees or agents to represent themselves to be legal counsel, an agent, or an employee of the Town.

Confidentiality

18. The Commissioner is entitled to have access to all books, records, electronic data processing records, reports, files, and all other papers, things or property belonging to or used by the Town or a local board that the Commissioner believes to be necessary for an inquiry.
19. ADRC, the Commissioner, and every person acting under the instructions of either ADRC or the Commissioner shall preserve secrecy with respect to all matters that come to their knowledge in the course of its Services, save and except information that may be disclosed in a criminal proceeding, as required by law or otherwise set out in subsection 223.5(2) of the Act.
20. ADRC shall comply with the confidentiality provisions of the Act and specifically the requirements set out in sections 223.5, 223.6, 223.7, and 223.8 of the Act.
21. Except as may be required by law, ADRC shall not disclose confidential information that was the subject of a closed meeting under section 239 of the Act, or which could identify a person concerned. Nothing herein precludes the ADRC from making public disclosure of information as is permitted by law.
22. In the event the Commissioner believes access is required to files and documents for which solicitor client privilege is claimed, then ADRC shall discuss such request with the Town's solicitor. If, in the opinion of the Town's solicitor, such request needs to be approved by the Town's Council, then the direction of the Town's Council will be sought by the Town's solicitor.
23. Upon receipt of a Formal Complaint pursuant to the Code, the Commissioner may conduct an informal investigation or may elect to exercise the inquiry powers under sections 33 and 34 of the Public Inquiries Act, as contemplated by subsection 223.4(2) of the Act.

General Conditions

24. Except as set out herein, neither ADRC, nor any person, firm, or corporation associated or affiliated with or subsidiary to ADRC shall have an interest either directly or indirectly with the business of the Town.
25. ADRC is not permitted to assign this Agreement in whole or in part, subject to paragraphs 26 and 27.
26. ADRC recognizes and agrees that the Commissioner has been selected by the Town to perform the Services based on his or her unique qualifications for the position, combined with the support systems provided by ADRC as described in the Proposal. In the event of any delegation of the Services by ADRC to an agent, employee, or other person beyond what is expressly set out in the Proposal, ADRC will notify the Town's Clerk of the identity of the proposed designate, as well as his or her qualifications, experience, and expertise necessary to perform the Services to the same standard.
27. Nothing herein shall preclude the Commissioner from delegating his or 'her authority to individuals referred to in the Proposal or such other individuals who may be agreed to by the Town in accordance with the provisions of the Municipal Act, 2001.
28. Powers and Services assigned to ADRC under this Agreement shall apply to ADRC only while in performance of the Services during the Term of this Agreement.
29. This Agreement supersedes all previous agreements, arrangements, or understandings between the parties whether written or oral in connection with or incidental to ADRC's Services.

30. Any dispute, difference or disagreement between the parties hereto in relation to this Agreement may be referred to arbitration. The parties will agree on a suitable arbitrator and if they are unable to do so, an arbitrator will be appointed by the ADR Institute of Ontario. The award of the arbitrator shall be final and binding upon the parties. The provisions of the Arbitration Act, 1991, S.O., 1991, as amended shall apply.
31. The headings used in the Agreement are for convenience of reference only and do not limit or otherwise affect the meaning of the terms, provisions, interpretation, or language of the Agreement.
32. This Agreement may be executed in one or more counterparts, each of which is deemed an original, but all of which taken together constitute one and the same instrument.

IN WITNESS THEREOF ADRC has set its corporate seal attested by the hands of its duly authorized officers and the Town has affixed its corporate seal attested by the hands of its duly authorized officers on the day and year first above written.

SIGNED, SEALED AND DELIVERED

THE TOWN OF KEARNEY

Name: Cheryl Philip
Title: Mayor

Name: Nicole Gourlay
Title: CAO-Clerk

ADR CHAMBERS INC.

Name:
Title:

I have authority to bind the
corporation

Schedule "A"
Request for Proposal

Schedule "B"
ADRC Proposal

Schedule "C"
Code of Conduct

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No. 2025- 23

Being a By-Law to Establish a Code of Conduct for the Mayor, Councillors, Committee and Board Members of the Corporation of the Town of Kearney

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to pass by-laws regarding Accountability and Transparency of the municipality and its operations and of its local boards and their operations;

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to establish codes of conduct for members of the Council of the municipality and of local boards of the municipality;

AND WHEREAS the Municipal Act, as amended, authorizes penalties for a contravention of the code of conduct; and

AND WHEREAS Council deems it expedient to establish a Code of Conduct for the Mayor, Councillors', Committee and Board Members;

NOW THEREFORE, the Council of The Corporation of the Town of Kearney enacts as follows:


1. That The Corporation of the Town of Kearney adopts the Code of Conduct, substantially in the form of Schedule "A", attached hereto and forming part of this by-law.
2. All previous By-laws and resolutions and parts of by-laws and resolutions inconsistent with the provisions of this by-law are hereby repealed.
3. This by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND TIME AND THIRD TIME, passed and signed and the Corporate Seal attached hereto, this the 17th day of April, 2025.

THE CORPORATION OF THE
TOWN OF KEARNEY



Mayor



Clerk

Town of Kearney Council Code of Conduct

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1. AUTHORITY

The Corporation of the Town of Kearney has established this Council Code of Conduct in accordance with Part V.1 - Accountability and Transparency of the Municipal Act, 2001, S.O. 2001, c.25.

2. PREAMBLE

It is the goal of the Corporation of the Town of Kearney to improve the quality of public administration and governance by encouraging high standards of conduct on the part of all government officials. In particular, the public is entitled to expect the highest standards of conduct from the members that it elects to local government. In turn, adherence to these standards will protect and maintain the Corporation of the Town of Kearney's reputation and integrity.

Subsection 223.2 of the Municipal Act, 2001 requires the Municipality to establish a code of conduct for members of Council. It is intended to supplement and be compatible with the laws governing the conduct of members.

The key statements of principle that underline the Corporation of the Town of Kearney Code of Conduct are as follows:

- Members of Council shall serve and be seen to serve their constituents in a conscientious and diligent manner;
- Members of Council are elected by their constituents to represent their views when dealing with issues that come before Council. The constituents have many views and opinions and Members of Council cannot represent all of the issues, all of the time. Election to office also requires Members of Council to have a broader understanding of the issues that impact the municipality as a whole. Members of Council will have to consider conflicting interests and make decisions that may not be considered popular by everyone.
- Members of Council should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their office, and conflicts of interest, both apparent and real;
- Members of Council are expected to perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny; and
- Members of Council shall seek to serve the public interest by upholding both the letter and the spirit of the laws of the Federal Parliament and Ontario Legislature, and the laws and policies adopted by Council.

3. DEFINITIONS

In the Code of Conduct, the terms "child", "parent" and "spouse" have the same meanings as in the Municipal Conflict of Interest Act:

"child" means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

"parent" means a person who has demonstrated a settled intention to treat a child as a member of his or her family; and

"spouse" means a person to whom the person is married or with whom the person is living in a conjugal relationship outside marriage.

Further, in this Code of Conduct, "Member" means a member of Council, including the Mayor, or a member of a Council Committee or Local Board, whether or not a member

of a Council Committee or Local Board is also a member of Council, as the context so requires.

4. STATUTORY PROVISIONS

This Code of Conduct operates along with and as a supplement to the existing statutes governing the conduct of Members. The following statutes govern the conduct of Members:

- the Municipal Act, 2001;
- the Municipal Conflict of Interest Act;
- the Municipal Elections Act, 1996;
- the Municipal Freedom of Information and Protection of Privacy Act;
- the Occupational Health and Safety Act;
- the Ontario Human Rights Code; and
- the Criminal Code of Canada

5. APPLICATION

This Code of Conduct applies to the Mayor, all members of Council, and any members of a Committee of Council or Local Board, whether or not a member of those Committees or Local Boards are also a member of Council.

6. GIFTS, BENEFITS AND HOSPITALITY

No Member shall accept a fee, advance, gift or personal benefit that is connected directly or indirectly with the performance of his or her duties of office, unless permitted by the exceptions listed below.

For these purposes, a fee or advance paid to or a gift or benefit provided with the Member's knowledge to a Member's spouse, child, or parent, or to a Member's staff that is connected directly or indirectly to the performance of the Member's duties is deemed to be a gift to that Member.

The following are recognized as exceptions:

- (a) compensation authorized by law;
- (b) gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- (c) a political contribution otherwise reported by law, in the case of members of Council running for office;
- (d) services provided without compensation by persons volunteering their time;
- (e) a suitable memento of a function honouring the Member;
- (f) food, lodging, transportation and entertainment provided by provincial, and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country, or by a conference, seminar or event organizer where the member is either speaking or attending in an official capacity;
- (g) food and beverages consumed at banquets, receptions or similar events, if:
 - attendance serves a legitimate business purpose;
 - the person extending the invitation, or a representative of the organization is in attendance; and
 - the value is reasonable and the invitations infrequent;

In the case of categories (b), (e), (f), and (g), if the value of the gift or benefit exceeds 27

\$100.00, or if the total value received from any one source during the course of a calendar year exceeds \$100.00, the Member shall within 30 days of receipt of the gift or reaching the annual limit, file a disclosure statement with the Integrity Commissioner.

The disclosure statement must indicate:

1. the nature of the gift or benefit;
2. the source and date of receipt of the gift or benefit;
3. the circumstances under which the gift or benefit was given or received;
4. the estimated value of the gift or benefit;
5. what the recipient intends to do with any gift; and
6. whether any gift will at any point be turned over to the municipality.

Any disclosure statement will be a matter of public record.

On receiving a disclosure statement, the Integrity Commissioner shall examine it to ascertain whether the receipt of the gift or benefit might, in her or his opinion, create a conflict between a private interest and the public duty of the Member. If the Integrity Commissioner makes that preliminary determination, he or she shall call upon the Member to justify receipt of the gift or benefit.

Should the Integrity Commissioner determine that receipt was inappropriate, he or she may direct the Member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, or forfeit the gift or remit the value of any gift or benefit already consumed to the Municipality.

Except in the case of categories (a), (c), and (f), a Member may not accept a gift or benefit worth in excess of \$300.00 or gifts and benefits from one source during a calendar year worth in excess of \$300.

7. CONFIDENTIAL INFORMATION

Confidential information includes information in the possession of or received in confidence by the Town of Kearney that the Town of Kearney is either prohibited from disclosing, or is required to refuse to disclose, under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) or other legislation.

Generally, MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege.

The Municipal Act, 2001 allows information that concerns personnel, labour relations, litigation, property acquisitions, the security of the property of the Municipality or a local board, and matters authorized in other legislation, to remain confidential. For the purposes of the Code of Conduct, "confidential information" also includes this type of information.

No Member shall disclose or release, directly or indirectly, by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law or authorized by Council to do so. Nor shall Members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.

In accordance with the Town of Kearney's Procedural By-law a matter that has been discussed at an in-camera (closed) meeting remains confidential. No Member shall disclose or release, directly or indirectly, the content of such matter, or the substance of deliberations, of the in-camera meeting until the Council or committee discusses the information at a meeting that is open to the public or releases the information to the public.

The following are examples of information that a Member must keep confidential:

- items under litigation, negotiation, or personnel matters;
- information subject to solicitor-client privilege;
- information that infringes on the rights of others (e.g., sources of complaints

- where the identity of a complainant is given in confidence);
- price schedules in contract tender or Request for Proposal submissions if so specified;
- information deemed to be “personal information” under MFIPPA; and
- statistical data required by law not to be released (e.g. certain census or assessment data).

Members should not access or attempt to gain access to confidential information in the custody of the Municipality unless it is necessary for the performance of their duties and not prohibited by Council policy or otherwise by law. Members are only entitled to information in the possession of the Municipality that is relevant to matters before Council, a committee or a local board. Otherwise, Members enjoy the same access rights to information as any other individual in the community and must follow the same processes as any private citizen to obtain such information.

8. USE OF MUNICIPAL PROPERTY, SERVICES AND OTHER RESOURCES

No Member should use, or permit the use of municipal land, facilities, equipment, supplies, services, staff or other resources (for example, municipal-owned materials, websites) for activities other than the business of the Corporation. Nor should any Member obtain personal financial gain from the use or sale of municipal-developed intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the Municipality.

9. ELECTION CAMPAIGN WORK

Members are required to follow the provisions of the Municipal Elections Act, 1996. No Member shall use the facilities, equipment, supplies, services or other resources of the Municipality (including newsletters and websites linked through the municipal website) for any election campaign or campaign-related activities. No Member shall undertake campaign-related activities on municipal property during regular working hours unless permitted by policy (e.g., all candidates meetings). No Member shall use the services of persons for election-related purposes during hours in which those persons receive any compensation from the Municipality.

10. IMPROPER USE OF INFLUENCE

No Member shall use the influence of her or his office for any purpose other than for the exercise of her or his official duties.

Examples of prohibited conduct are the use of one’s status as a Member to improperly influence the decision of another person to the private advantage of oneself, or one’s parents, children or spouse, staff members, friends, or associates, business or otherwise. Also prohibited is the prospect or promise of future advantage through a Member’s supposed influence within Council in return for actions or inaction.

For the purposes of this provision, “private advantage” **does not include** a matter:

- (a) that is of general application;
- (b) that affects a Member, his or her parents, children or spouse, staff members, friends, or associates, business or otherwise as one of a broad class of persons; or
- (c) that concerns the remuneration or benefits of a Member as authorized by Council.

11. BUSINESS RELATIONS

No Member shall act as a paid agent before Council, its committees, or an agency, board or commission of the Municipality except in compliance with the terms of the Municipal Conflict of Interest Act.

A Member shall not refer a third party to a person, partnership, or corporation in exchange for payment or other personal benefit.

12. CONDUCT REGARDING CURRENT & PROSPECTIVE EMPLOYMENT

No Member shall allow the prospect of his or her future employment or employment of an immediate family member by a person or entity to detrimentally affect the performance of his or her duties to the Municipality.

13. CONDUCT AT COUNCIL AND COMMITTEE MEETINGS

Members shall conduct themselves with decorum and in a civil and respectful manner at Council and committee/local board meetings in accordance with the provisions of the Town's current Procedure By-Law.

14. CONDUCT RESPECTING STAFF

Under the direction of the Clerk – Administrator (Clerk/CAO), Staff serve the Council as a whole, and the combined interests of all Members as evidenced through the decisions of Council. Members have no individual capacity to direct employees to carry out particular functions. Members shall be respectful of the role of Staff to provide advice based on political neutrality and objectivity and without undue influence from any individual member or a faction of Council.

Accordingly, no Member shall maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of Staff, and all Members shall show respect for the professional capacities of Staff.

No Member shall compel Staff to engage in political activities or be subjected to threats or discrimination for refusing to engage in such activities. Nor shall any Member use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any Staff member with the intent of interfering with that person's duties.

15. SOCIAL MEDIA USE/CONDUCT

These standards help ensure that social media is used effectively and responsibly by council members, fostering trust and transparency within the community. By following these standards, Members of Council can use social media effectively to engage with the community, share important information, and promote transparency and accountability in municipal governance.

Members of Council are expected to adhere to the following standards when using social media platforms:

- (a) **Professional Conduct:** Members must maintain a high standard of professional conduct on social media, reflecting the values and integrity of the municipality. This includes being respectful, courteous, and avoiding any form of harassment or discrimination.
- (b) **Confidentiality:** Members must not disclose confidential or sensitive information related to the municipality, its employees, or residents. This includes information discussed in closed sessions or any other non-public information.
- (c) **Accurate Representation:** Members should ensure that their social media posts are accurate and not misleading. When expressing personal opinions, they should clearly distinguish these from official municipal positions. Members must not use municipal resources, such as official email addresses or social media accounts, for personal social media activities. Official accounts should be used solely for municipal business and communication.
- (d) **Transparency and Accountability:** Council members should be transparent about their identity and role when using social media. This includes using their real names and clearly stating their position. Council members should clearly distinguish between

their personal and official social media accounts. Personal opinions should not be presented as official statements.

- (e) **Professionalism:** It's important to maintain a professional tone at all times. Avoid engaging in arguments or posting content that could be seen as offensive or inappropriate. Be mindful of the content shared on social media. Avoid sharing confidential or sensitive information and ensure that all posts are accurate and respectful. Engage respectfully with the public and Staff online. Do not post content that could be perceived as offensive, inflammatory, or inappropriate.
- (f) **Compliance with Laws and Policies:** Ensure that all social media activity complies with relevant laws, such as the Open Meetings, Municipal Act, Municipal Conflict of Interest Act, Municipal Elections Act, and any policies that may apply including the understanding of documentation being used under the Municipal Freedom of Information Act. This includes being mindful of what constitutes a "meeting" and ensuring that any public business discussed online is being put forward using the proper processes. Members must also adhere to any policy, laws or regulations regarding the use of municipal resources during election periods. Avoid conflicts of interest and ensure that social media use aligns with the council's ethical standards. Members should avoid posting content that could create a real or perceived conflict of interest. Any potential conflicts should be disclosed and managed appropriately.
- (g) **Engagement and Responsiveness:** Use social media to engage with the community and respond to constituents' concerns. However, be cautious about the nature of the interactions and avoid making promises or statements that could be misinterpreted. Always act ethically and in the best interest of the public.
- (h) **Monitoring and Enforcement:** The Town will not monitor or enforce this section of the Code of Conduct as the Town has no obligation to enforce the Council Code of Conduct. If a member of the public, Staff or Council believe this section of the Code of Conduct has been violated by a member of Council. They may use the information obtained from Members' social media platforms as evidence in an investigation inquiry with the Town's Integrity Commissioner.

16. DISCREDITABLE CONDUCT

All Members have a duty to treat members of the public, one another, and Staff appropriately and without discrimination, abuse, bullying or intimidation, and to ensure that the municipal work environment is free from discrimination and harassment. All Members shall abide by the provisions of the Ontario Human Rights Code, the Town's Violence and Harassment Policy, as well as the Occupational Health and Safety Act.

17. FAILURE TO ADHERE TO COUNCIL POLICIES AND PROCEDURES

Several of the provisions of this Council Code of Conduct incorporate policies and procedures adopted by Council. More generally, Members are required to observe the terms of all by-laws, policies and procedures established by the Town of Kearney.

18. REPRISALS AND OBSTRUCTION

Members shall respect the integrity of the Council Code of Conduct and investigations conducted under it. Any reprisal or threat of reprisal against a complainant or anyone for providing relevant information to the Integrity Commissioner is prohibited. It is also a violation of the Council Code of Conduct to obstruct the Integrity Commissioner in the carrying out of their responsibilities, as, for example, by the destruction of documents or the erasing of electronic communications. Members shall cooperate with the Integrity Commissioner during the course of any inquiry considering an alleged contravention of this Code.

19. ACTING ON ADVICE OF INTEGRITY COMMISSIONER

Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter if all the relevant facts known to the Member were disclosed to the Integrity

Commissioner.

20. COMPLIANCE WITH THE COUNCIL CODE OF CONDUCT

Members of Council are accountable to the public through the four-year election process. Between elections they may, for example, become disqualified and lose their seat if convicted of an offence under the Criminal Code of Canada or for failing to disclose a direct or indirect pecuniary interest under the Municipal Conflict of Interest Act.

Every Member shall comply with the Council Code of Conduct and all applicable laws including the Municipal Conflict of Interest Act.

The Municipal Act, 2001 authorizes Council to impose either of two penalties on a Member following a report by the Integrity Commissioner that, in her or his opinion, there has been a violation of the Code of Conduct:

1. A reprimand; or
2. Suspension of the remuneration paid to the member in respect of his or her services as a member of Council or a local board for a period of up to 90 days.

Other Actions:

The Integrity Commissioner may also recommend that Council take the following remedial actions:

1. Removal from membership of a Committee or local board.
2. Removal as Chair of a Committee or local board.
3. Repayment or reimbursement of moneys received.
4. Return of property or reimbursement of its value.
5. A request for an apology to Council, the complainant, or both.

21. REVIEW

To proactively manage policy review, it is desirable to set a review date. Therefore, a review of this policy shall be performed in the year of a Municipal Election in order to maintain its accuracy and applicability. Should legislation that governs this Council Code of Conduct change prior to the year of a Municipal Election, the policy shall be reviewed and revised accordingly.



COUNCIL RESOLUTION # 2025 - _____

Date: December 11, 2025

MOVED BY:

- Beaucage, Keven
- Pateman, Heather
- Rickward, Michael – Deputy Mayor
- Sharer, Jill

SECONDED BY:

- Beaucage, Keven
- Pateman, Heather
- Rickward, Michael – Deputy Mayor
- Sharer, Jill

WHEREAS Section 238 (2) of the Municipal Act, S.O. 2001, as amended, states that "Every council and local board shall pass a Procedure By-law for governing the calling, place and proceedings of meetings";

AND WHEREAS Section 5.2.1 of By-law No 2023-52, the Procedure By-law for the Town of Kearney, states "Regular Meetings of Council shall be held in the Council Chambers, at 8 Main Street, Kearney, every three weeks on Thursdays;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby gives notice that the Regular Council Meetings shall be held on the following dates in 2026

- January 15, 2026;
- February 5 and February 26, 2026;
- March 19, 2026;
- April 9 and April 30, 2026;
- May 21, 2026;
- June 11, 2026;

- July 16, 2026;
- August 13, 2026;
- September 3 and September 24, 2026;
- October 15, 2026;
- November 5 and November 26, 2026;
- December 17, 2026

CARRIED _____

DEFEATED _____

Recorded Vote Requested by: _____

| Recorded Vote: | For | Opposed |
|----------------------------------|--------------------------|--------------------------|
| Beaucage, Keven | <input type="checkbox"/> | <input type="checkbox"/> |
| Pateman, Heather | <input type="checkbox"/> | <input type="checkbox"/> |
| Philip, Cheryl – Mayor | <input type="checkbox"/> | <input type="checkbox"/> |
| Rickward, Michael – Deputy Mayor | <input type="checkbox"/> | <input type="checkbox"/> |
| Sharer, Jill | <input type="checkbox"/> | <input type="checkbox"/> |



MEMO

Date: December 11, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Jenny Leblond, Treasurer
Subject: Insurance Renewal 2026

Please find attached renewal comments and the costing from Kennedy Insurance for our 2026 Renewal package.

If any member of Council would like to see the entire renewal package, please let me know.

Prepared by:

Jenny Leblond, Treasurer

Kennedy Insurance Brokers – Renewal Comments

Intact Public Entities (IPE) and Kennedy Insurance Brokers have negotiated with the subscribing Insurers to secure the best possible premium rates for the Corporation of the Town of Kearney with premium increases being reduced to the minimum amounts where available. Many coverages continue with the expiring premium.

Intact Public Entities has confirmed the following:

Liability:

- IPE requested the participating Insurers to maintain premium from the expiring term.
- Cyber Liability premiums were negotiated and reduced by 8.2%.

Property:

- Building values have been increased in order to reflect inflationary trends by 5%.
- Four (4) locations were attended by IPE on March 18, 2025 to provide a risk mitigation report and updated replacement values were provided to each asset. Report provided to the Town on April 1, 2025
 - For the 2025 Renewal (2024 evaluation), the total insured value (TIV) was increased by 71% (\$5,076,194) as estimated by the Town of Kearney to reflect increased building and content replacement costs at all locations.
 - Primary assets that received increased insurable limits: Municipal Office, Fire Hall, Equipment Depot, Cold Storage.
 - As a result of the inspections completed on March 18th, replacement values were confirmed at each location by Intact Public Entities and a rate reduction was implemented reflecting the inspected properties construction types and occupancy.
 - Updated values are included in the 2026 Property schedule and insuring limits were not charged additional premium during the 2025 term.
 - Inspections were complementary and included as a value added service from IPE.
- Total Insured Value has increased 16% (\$1957,3700) to an aggregate limit of \$14,092,070.
- Including the Property supplementary coverages the Total Amount of Insurance is \$17,437,070
- Property Damage coverage annual premium of \$25,527 is approximately 0.001% of the Total Insured Value..

Automobile:

- Intact has worked to mitigate any premium change from the expiring term with a 0.001% change in annual premium.

Annual premium has stayed consistent for the Municipal portfolio from the expiring 2025 term with a 0.0009% change (\$166).

Program Options

Intact Public Entities offers a comprehensive insurance program. Outlined below are the program options, followed by your current coverage highlights.

Increased Limits of Liability

- At the request of Council, Kennedy Insurance Brokers can approach all Insurers participating in the Municipal program for increased limits of Liability.

Crime Coverage – Other Optional Coverages

- Other Optional Coverages are also available. See attached Crime Cover Options page for further details.
- Quote is available on request (completed application is required).

Crime Coverage – Fraudulently Induced Transfer Coverage

- Fraudulently Induced Transfer Coverage is now available. Covers a loss when an Insured under the policy has been intentionally misled by someone claiming to be a vendor, client or another employee of the company and the Insured has transferred, paid or delivered money or securities to this third party.
- For coverage information and available options refer to the Fraudulently Induced Transfer Endorsement Coverage Highlights Sheet.

Property Coverage – Income Replacement

- Income can change from year to year so it is important to annually review your Business Interruption needs.
- Higher limits or Optional Coverages to protect your income are available.
- All income-producing facilities need to be considered (e.g. arenas, pools, libraries, community halls etc.).

VFIS “On Duty” Coverage

- Increase the Principal sum insured from \$100,000 to \$150,000
- Increase Total Disability Benefit to \$500 / week (1st 28 days) and \$1,000/week (after 28 days)
- Increase both options, Principal Sum & Disability limits

Drone (UAV) Coverage

- The following terms have been received for Hull & Aviation Liability coverage for Drone assets to be purchased by Kearney Fire:
 - DJI Mavic 3 Thermal (\$8,000 value)
 - Hull (Optional) - \$800 annual premium with \$800 Deductible
 - \$2,000,000 Aviation Liability - \$550
 - \$1,000,000 Aviation Liability = \$450
 - \$5,000,000 Aviation Liability = \$1,000

**** Quotation does not constitute bound coverage and request for coverage must be received by Kennedy Insurance Brokers Inc before liability is extended to the Town of Kearney. ****

Changes to Your Insurance Program

For full details with respect to coverage, exclusions, conditions and limitations refer to the policy wordings.

Please be advised of the following changes to your insurance program that now apply:

Automobile Policy

Please note at Renewal the policy number will be amended to FMA199148.

Property Policy

Building Values Increased

- Building values have been increased in order to reflect inflationary trends.

Cost Analysis

| | Expiring Program Term | Renewal Program Term |
|-------------------------------------|--------------------------|-------------------------|
| Casualty | | |
| General Liability | \$ 70,970 | \$ 71,211 |
| Errors and Omissions Liability | 11,371 | 11,371 |
| Non-Owned Automobile Liability | 108 | 108 |
| Environmental Liability | 4,285 | 4,314 |
| Crime | 879 | 879 |
| Board Members Accident | 1,051 | 1,051 |
| Volunteers' Accident | 216 | 216 |
| VFIS Covergae (18 Members) | 3,323 | 3,323 |
| Conflict of Interest | 324 | 324 |
| Legal Expense | 891 | 891 |
| Facility User Solution | 1,800 | 1,800 |
| Cyber Liability | 11,968 | 10,992 |
| Property | | |
| Property | 25,465 | 25,527 |
| Equipment Breakdown | 935 | 1,105 |
| Automobile | | |
| Owned Automobile | 43,949 | 44,388 |
| Excess | | |
| Follow Form- 1 st layer | 2,992 | 3,082 |
| Follow Form – 2 nd layer | 3,707 | 3,818 |
| Total Annual Premium | \$ 184,234 | \$ 184,400 |
| (Excluding Taxes Payable) | | |



MEMO

Date: December 11, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Cindy Filmore, Deputy Clerk
CC: Tom Young, Public Works Superintendent
Subject: Costs to Survey Roads

At the November 20 Regular Council Meeting, Council sought to better understand the costs to undertake regular maintenance of the 7 additional roads. Part of the analysis of such an undertaking is to have a survey of the roads involved completed which would then provide additional information to help determine the details of bringing the roads up to an acceptable standard and/or outlining what this standard would be.

While Staff have reached out to 3 local survey companies to obtain quotations, due to the surveyors availability and their need to discuss with the Superintendent the details of the necessary work, costs will not be available until shortly prior to the Council Meeting. Cost details will be provided at the meeting.

Prepared by:

Cindy Filmore, Deputy Clerk

EMERGENCY RESPONSE PLAN CORPORATION OF THE TOWN OF KEARNEY

December 8th , 2025.

EXECUTIVE SUMMARY

1. Disclaimer

The Town of Kearney Emergency Response Plan has been formulated to contain information pertinent to the Township. However, it is not intended to fulfill the needs of every community in Ontario efforts are made to review annually. The Town of Kearney does not, in any way guarantee or warrant the accuracy, completeness or usefulness of any information, product or process disclosed or recommended in this document, or that the procedures laid out herein will be a perfect response to any emergency situation.

2. Introduction

The Town of Kearney, management, CEMC and members of the Emergency Management Program Committee developed this emergency response plan in order to provide key officials, agencies, departments and municipal support staff with a general guideline to the expected initial response to an emergency as well as a synopsis of the roles and responsibilities during an emergency.

Municipal departments routinely respond to situations requiring fire, police and ambulance and public works services; however, some situations may escalate beyond the scope of normal operations. These situations need to be dealt with via an emergency plan. The Town of Kearney's' Emergency Response Plan is a generic and flexible document, adaptable to any emergency.

In order for this plan to be effective it is vital that all concerned be practiced and made aware of its provisions and that every official, agency and department be prepared to carry out their assigned functions and responsibilities in an emergency. Equally important, all permanent and/or seasonal residents and business owners be aware of the Emergency Response Plan, thus the public version of the Emergency Response Plan is available for viewing on the Town of Kearney's website. For further information please contact your Community Emergency Management Coordinator (CEMC).

3. Definitions and Acronyms

Community Emergency Management Coordinator (CEMC)

The CEMC is responsible and accountable for coordinating the development and implementation of the municipality's emergency management program in accordance with the standards set out in the Emergency Management and Civil Protection Act and Ontario Regulation 380/04

Emergency

Emergencies are defined as situations or impending situations caused by forces of nature, accident or an intentional act that constitutes a danger of major proportions to life and property. They affect public safety, meaning the health, welfare and property, as well as the environment and economic health of the Town of Kearney. By their nature or magnitude, these situations may require municipal expenditures, requests for additional resources, provisions for emergency shelter, or evacuation. These situations are distinct from normal operations where coordinated activities among agencies are adequate to resolve the situation.

Emergency Information Officer (EIO)

The emergency information officer is responsible for developing and implementing the municipality's emergency information arrangements.

Emergency Management Program Committee (EMPC)

The committee advises Council on the emergency management program, reviews the emergency management program annually and.

- Identifies gaps in resource capability and recommend approaches to fill the gaps.
- Amends existing plan to reflect changes.
- Submits proposed amendments to council for approval.
- Advices the OFMEM Field officer of committee membership and meeting dates.

"Emergency Operations Centre" (EOC)

Every municipality shall establish an emergency operations centre and alternate to be used by the municipal emergency control group in an emergency. The emergency operations centre must have appropriate technological and telecommunications systems to ensure effective communication in an emergency.

"Emergency Site Manager"

The person at the Emergency Site who is designated to coordinate and manage the response to the Emergency. The Emergency Site Manager is appointed by the MCEG and reports to the MCEG.

"Incident Commander"

The person(s) designated by lead agency responding to the Emergency who is responsible for managing the agency's on-scene.

lead agency is defined by event (Fire, Police) response operations at the ICP, in consultation and co-ordination with the MECG.

"Incident Command Post" (ICP)

The location from which the Incident Commander oversees incident management. A vehicle, trailer, tent or a building may serve as the ICP, according to what is available and appropriate.

"Mitigation"

Action taken to reduce the adverse impacts of an emergency or disaster.

"Municipal Emergency Control Group" (MECG)

The MECG is a group of individuals which are responsible for directing and controlling all Emergency operations and providing the personnel and resources needed by the Incident Commander to effectively manage the Emergency.

"Support Group"

Agencies or individuals in which may be called upon to attend the EOC depending on the nature of an Emergency.

4. Protection from Liability for Implementation of the Plan

Section 11 of the Emergency Management and Civil Protection Act, R.S.O. 1990, c.E,9 as amended, states.

- a) No action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a Crown employee or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty.
- b) Municipality not relieved of liability (3) Subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality referred to in subsection (1), and the municipality is liable as if subsection (1) had not been enacted and, in the case of a member of council, as if the member were an employee of the municipality.
- c) Freedom of Information and Protection of Privacy - Any personal information collected under the authority of the Plan shall be used solely for the purpose of planning, preparing and responding to emergencies as defined with the Plan and the release of any information under this Plan shall be made in conformity with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended, Good Samaritans Act.

5.Aim

The aim of this plan is to make provisions for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the Town of Kearney.

The permanent population of the Town of Kearney is 974 residents and there are 1,195 households (permanent and seasonal). The Plan enables a centralized and coordinated response to emergencies in the Town of Kearney.

5. Emergency Management Program Committee

Legislation requires "every municipality shall have an emergency management program committee" as per 380/04 Paragraph 11, O.Reg. The committee will advise the council on the development and implementation of the Towns emergency management program. O. Reg. 380/04,s 11 (5)

For the purpose of this emergency response plan the committee will be comprised of the Township Clerk, CEMC, Fire Chief, Roads Supervisor and Mayor. The Community Emergency Management Coordinator shall be appointed as the Committee Chair.

6. Plan Maintenance

This Plan was written in 2023 and it is essential that it be kept current and viable by adherence to a maintenance schedule. Responsibility for the plan being kept up to date rests with the Community Emergency Management Coordinator who may delegate tasks accordingly.

The Emergency telephone numbers will be reviewed on an annual basis.

The notification system will be tested annually.

The plan will be exercised once every year as a minimum requirement, in order to test the overall effectiveness of the Emergency Plan and provide training to the MECG and responding staff. Revisions to this plan should incorporate recommendations stemming from such exercises.

The Control Group (MECG) and Support Staff shall receive training and participate in an exercise, once every year as a minimum requirement.

The Vital Services and/or Local Services Directory should be updated annually.

The Community Emergency Management Coordinator will determine the schedule under which the maintenance activities will be performed with EMPC.

The Community Emergency Management Coordinator may update, correct or amend the plan as part of maintenance, however composition of committees, and changes to the roles and responsibilities of said committees must be recognized by council.

7. Emergency/Hazard Analysis

The Emergency Response Plan identifies the various emergencies the community will be most likely to experience as follows.

- o Energy Emergency (winter)

- o Energy Emergency (summer)
- o Hazards Materials (fixed site/transportation)
- o Flooding
- o Snowstorms/Blizzards
- o Forest Fires
- o Windstorm
- o Transportation Emergencies (road/rail/marine)
- o Human Health Emergencies
- o Civil Disorder

8. **Declaration of an Emergency**

a) Authority to Declare.

The Emergency Management and Civil Protection Act, R.S.O. 1990, c.E. 9 as amended, Section 4. (1) states.

"The head of council of a municipality may declare that an emergency exists in the town or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the town and to protect property and the health, safety and welfare of the inhabitants of the emergency area."

b) Declaration Requirements

- o **Annex A-** Declaration of Emergency document must be completed, signed by the head of council or alternate and faxed or email to the Duty Officer in the Provincial Emergency Operations Centre of Emergency Management Ontario.
- o **Annex B-** Checklist in Consideration of a Declaration of Emergency document as a reference too.

c) Action Prior to a Declaration

When an emergency exists but has not yet been declared to exist, community employees may take such action(s) under this emergency response plan as may be required to protect property and the health, safety and welfare of the Town of Kearney.

d) Emergency Notification Procedures

In both the "full Alert" and "Stand by Alert", the Provincial Operations Centre is to be notified.

"As it pertains to the head of Council under the Emergency Management Act, the Town of Kearney in the absence of Head of Council shall provide delegated authority to the Deputy Mayor as appointed by Council by way of resolution or by-law to act in the role of head of Council to declare an emergency should the elected head of Council not be available to do so. Should both the Mayor and Deputy Mayor not be available the Council of the Corporation of Kearney will follow the process as set out in Annex M of the plan".

e) Emergency Alert Levels

Due to the threat of an emergency situation developing or the potential for an emergency situation to change over time, there are two different levels at which emergency personnel can be alerted. The emergency levels are as follows:

Full Alert- Under a "Full Alert" either all or selected members of the MECG, the Support Group and the advisory staff, are contacted and are instructed to respond to the EOC at a given time or as soon as possible. The balance of the members of the groups will be advised to "Stand by".

Stand by Alert -- Under a "Standby Alert" either all or selected members of the MECG, Support Group and the advisory staff are contacted and asked to "Stand by" for further information. This alert level may be used if there is an emergency situation developing or the threat of an emergency occurring which does not merit assembling the members of the above groups.

f) Requests for Assistance

Mutual Assistance from Municipalities.

Mutual Assistance Agreements enable Municipalities, in advance of an Emergency, to set the terms and conditions of the assistance which may be requested or provided. Municipalities requesting and providing assistance are therefore not required to negotiate the basic terms and conditions under stressful conditions and may request, offer and receive assistance according to predetermined and mutually agreeable relationships. Mutual Aid agreements may be enacted at the authority and direction of the head of council or the alternate.

Provincial Assistance.

Assistance may be requested of Emergency Management Ontario at any time. Emergency Management Ontario maintains a 24-hour duty roster and can co-ordinate assistance from a number of Provincial agencies and the Federal Government, including Military Aid to the Civil Authority. When requested by the Town of Kearney, Emergency Management Ontario will send a staff member(s) to the Town of Kearney to provide Provincial liaison and advice on Provincial matters.

Assistance may be requested from the Province of Ontario at any time without any loss of control or authority. Such a request shall be made to the Treasury Board Secretariat, Emergency Management Ontario.

Mutual Aid agreements may be enacted at the authority and direction of the head of council or the alternate.

In the event of a disease outbreak, the Medical Officer of Health or PEOC can notify the Rapid Response Team of the Ministry of Health for assistance. This can be done by

contacting the Spills Action Centre at 1-800-268-6060 and requesting assistance from the Medical Specialist.

Federal Assistance.

Requests for personnel or resources from the Federal Government must be submitted through the Province of Ontario. Federal assistance will only be provided once the resources of the Town of Kearney and the Province of Ontario are exhausted.

Financial assistance for natural disasters is available through the Federal Government's Disaster Financial Assistance Fund. The assistance is initiated by the Province.

g) Termination of a State of Emergency

A Municipal Emergency may be terminated at any time by:

- o The Mayor or Deputy Mayor,
- o The Municipal Council as a whole
- o The Premier of Ontario.

Upon termination of a Municipal Emergency the Mayor will notify:

- o Local Member of Provincial Parliament (MPP).
- o Local Member of Parliament (MP).
- o Emergency Management Ontario, and the Ministry of Community Safety and Correctional Services through the Provincial Operations Centre Duty Officer.
- o The Municipal Council, and.
- o Public and neighbouring community officials, as required.
- o **Annex C** -- Termination of Emergency

9. Emergency Operations Centre & the Operating Cycle

In the event of an Emergency, the EOG will be activated. The MECG and support groups will congregate and work together at the EOG to make decisions, share information and provide support as required to mitigate the effects of the emergency. The location for the EOG will be dependent on the type of emergency and severity of the events.

Operating Cycle

An operations cycle is how the Municipal Emergency Control Group (MECG) manages overall emergency operations. MECG members will come together usually around a planning board or map at which time they will in turn report their agencies' status to the Mayor or Alternate. It is essential that every member, covering each area of responsibility, be heard from during this process. The MECG is a team, and the actions taken by one, or the lack of action by one, may have a significant impact upon operations.

The round table discussion should include problems, questions, resources requests and any other relevant information so that timely informed decisions can be made as a group. Once the meeting is completed, the members should contact their agencies' and pass on any relevant information or directives that come out of the MECG meeting. The frequency of the meetings is determined by the mayor but should reflect the pace of the emergency and occur on a scheduled basis which may be adjusted accordingly.

10. *Municipal Emergency Control Group*

a) *Composition*

Emergency response operations will be directed and controlled by the following officials or their alternates at the EOG. The representatives requested to attend the EOG will be dependent of the type and severity of the emergency. Although not all members may be required to attend the EOG, all members of the MECG must be notified.

a) Primary MECG

- o Mayor of the Town of Kearney
- o Clerk- Administrator of the Town of Kearney
- o Treasurer of the Town of Kearney
- o CEMC for the Town of Kearney
- o Town of Kearney Public Works Superintendent
- o Fire Chief
- o Emergency Information Officer

b) Support Agencies

- o Emergency Management Ontario Representative
- o Hydro One Representative
- o Ontario Clean Water Agency
- o Liaison staff from provincial ministries
- o Ontario Provincial Police representative
- o Medical Officer of Health or Representative
- o Emergency Medical Services Representative
- o Red Cross Representative

Any other officials, experts or representatives from the public or private sector as deemed necessary by the MECG.

b) Roles and Responsibilities of the Municipal Emergency Control Group

- 1) Advise the Mayor as to whether the declaration of an emergency is recommended.
- 2) Designate any area(s) in the town as an emergency site(s).
- 3) Determine the requirement to call or establish advisory sub-groups as may be required to support implementation of emergency operations.
- 4) Determining if the composition of the MECG is appropriate.
- 5) Direct and coordinate the responding service and agencies to ensure that all action necessary for the mitigation of the emergency are taken expeditiously and are in accordance with the law.
- 6) Provide recommendations on the spending of public funds for the implementation of the Plan.
- 7) Appoint, or confirm the appointment of an Emergency Site Manager(s) who will be the Emergency Control Group's representative on site and will be responsible for the organization and coordination of all emergency response agencies at the emergency site.
- 8) Develop and implement aims, priorities, and strategies in consultation with the Emergency Site Manager.
- 9) Approve or endorse the proposed courses of action for the resolution of the emergency.
- 10) Direct the evacuation of buildings, or areas within the emergency site(s), if necessary.
- 11) Direct the dispersal or removal of person from the emergency site(s) who are in danger, or whose presence hinders emergency operations.
- 12) Direct the discontinuation of public/private utilities or services due to safety or the efficient functioning of emergency operations, if required.
- 13) Direct the activation and operation of reception centre to provide temporary.

- accommodation to all residents who need assistance due to displacement because of an emergency.
- 14) Coordinating and directing their service and ensuring that any actions necessary for the mitigation of the effects of the emergency are taken, provided they are not contrary to law.
 - 15) Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Officer for dissemination to the media and public.
 - 16) Maintaining a log outlining decisions made, and actions taken and submitting a summary of the log to the Clerk(s) within one week of the termination of emergency, as required, and.
 - 17) Participate in the debriefing following the emergency.
 - 18) Coordinate with Province

c) Individual Responsibilities of MECG members

i. Mayor or Deputy Mayor

The mayor is ultimately responsible for the response to the emergency. The mayor (or Deputy Mayor), and with the advice from the MECG is responsible for:

- 1) Ordering the activation of the Emergency Response Plan.
- 2) Declaring an emergency to exist and where practical, identifying the area or location of the emergency within the Town of Kearney.
- 3) Declaring an emergency to be terminated.
- 4) Notifying the Treasury Board Secretariat of the declaration of an emergency and termination of declaration of an emergency.
- 5) Ensuring that Town Councilor's are advised of the declaration and termination of the declaration of the emergency and are kept apprised of the emergency.
- 6) Ensuring that the public, the media, neighboring Municipal officials, if required, are also advised of both the declaration and termination of the emergency.
- 7) In consultation with the Emergency Information Officer approve news releases and public announcements.
- 8) Formally requesting Provincial or Federal government assistance through the Provincial Treasury Board Secretariat, Emergency Management Ontario.
- 9) Participate in an after-action report and a corrective action report.
- 10) Maintaining a personal log of all actions taken, and.
- 11) Conducting and taking part in post-emergency debriefing.

ii. Clerk - Administrator

- 1) Activating the emergency notification system.
- 2) As the Emergency Site Manager, coordinate all operations within the Emergency Operations Centre, including the scheduling of regular meetings.
- 3) Advising the Mayor or alternate on policies and procedures, as appropriate.
- 4) Ensuring a communication link is established between the MECG and Incident Command.
- 5) Calling out additional town staff to provide assistance, as required.
- 6) Overseeing the issuance of all purchase orders required to support the emergency response and tracking of all expenditures.
- 7) Ensuring that adequate insurance coverage is in place to cover staff, volunteers and rented/leased equipment.

- 8) Ensure registration of volunteers.
- 9) Coordinating the provision of transportation when requested by other departments
Emergency Site Manager.
- 10) Maintaining a personal log of all actions taken, and.
- 11) Participate in an after-action report and a corrective action report.

iii. Treasurer

- 1) Providing information and advice on financial matters as they relate to the emergency.
- 2) Ensuring liaison with, if necessary, with the Treasurers/Finance Departments of neighbouring municipalities.
- 3) Ensuring that records of expenses are maintained for future claim purposes.
- 4) Ensuring the prompt payment and settlement of all the legitimate invoices and claims incurred during the emergency.
- 5) Providing and securing of equipment and supplies not owned by The Town of Kearney.
- 6) Ensuring liaison with purchasing agents of the neighbouring municipalities, if necessary.
- 7) Maintaining and updating a list of all vendors (including 24-hour contact numbers) who may be required to provide supplies and equipment.
- 8) Maintaining a personal log of all actions taken.

iv. CEMC

- 1) Activating and arranging the EOC.
- 2) Ensuring that security is in place for the EOC and registration of MECCG members.
- 3) Ensuring all members of MECCG have necessary plans, resources, supplies, maps and equipment.
- 4) Provide advice and clarification about the implementation details of the Emergency Response Plan.
- 5) Acting as a liaison with community support agencies, e.g., Canadian Red Cross, Code Red, 211.
- 6) Ensure that maps and status boards are kept up to date.
- 7) Ensuring compliance with Act.
- 8) Maintaining a personal log of all actions taken.
- 9) Creating an After-Action Report in conjunction with MECCG, and.
- 10) Creating a Corrective Action Report in conjunction with MECCG.

v. Fire Chief

- 1) Providing the MECCG with information and advice on firefighting and rescue matters.
- 2) Depending on the nature of the emergency assign the Incident Commander and inform the MECCG.
- 3) Establishing an ongoing communication link between the senior fire official at the Incident Command.
- 4) Determining if additional or special equipment is needed and recommending possible sources of supply, e.g. breathing apparatus, protective clothing other equipment as required.
- 5) Activate mutual aid/ automatic aid if required.
- 6) Provide assistance to other community departments and agencies if necessary.
- 7) Maintaining a personal log of all actions taken, and.
- 8) Participate in an after-action report and a corrective action report.

vi. Public Works Superintendent

- 1) Provide the MECCG with information regarding infrastructure.
- 2) Establish communications with the senior road/public works department official that

is on scene.

- 3) Liaise with neighboring communities to ensure a coordinated response which is supported by road/public works departments.
- 4) Liaison with public utility companies to ensure proper disconnect of services, if required.
- 5) Facilitate and assist with emergency potable water, supplies and sanitation facilities to the requirements of the Medical Officer of Health.
- 6) Provide road department vehicles and equipment as required by any other emergency service.
- 7) Maintaining a personal log of all actions taken, and.
- 8) Participate in an after-action report and a corrective action report.

vii. Emergency Information Officer

- 1) Advise the MCEG on matters pertaining to public information, public affairs, and media relations.
- 2) Gather, process and disseminate information for use by the MCEG.
- 3) Formulate public information and media releases for review by the mayor or alternate.
- 4) Upon approval of mayor/alternate release information to the public and media.
- 5) Direct the establishment and operation of a Media centre.
- 6) Prepare and distribute public announcements, instructions, or warnings as directed by the mayor or alternate.
- 7) Provide public relations support as required.
- 8) Coordinate all media request, including arrangements for supervised tours near the emergency site(s).
- 9) Maintain a detailed log of all actions taken by the Emergency Information Officer
- 10) Participate in a post-emergency debriefing.
- 11) Approving in coordination with the mayor or alternate, major announcements and media releases.
- 12) Notify 211 when an event has occurred, alerting systems, websites, Facebook.
- 13) Maintain a line of communication with the above providing accurate communication that can be relayed to the public.
- 14) Inform residents they can call 211 for non-emergency information.
- 15) Inform 211, alerting systems, websites and Facebook when the emergency ends.

viii. Almaguin Highlands Division of the Ontario Provincial Police Representative

- 1) Notifying necessary emergency and community services, as required.
- 2) Establishing an ongoing communications link with the senior police official at the scene of the emergency.
- 3) Establishing the inner perimeter within the emergency area.
- 4) Establishing the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel.
- 5) Providing traffic control staff to facilitate the movement of emergency vehicles.
- 6) Alerting persons endangered by the emergency and coordinating evacuation procedures.
- 7) Ensuring the protection of life and property and the provision of law and order.
- 8) Providing police service in EOG, evacuee centers, morgues, and other facilities, as required or recommend security service.
- 9) Notifying the coroner of fatalities.
- 10) Liaise with media when necessary.
- 11) Implement Continuity of Operations Plan in the event of internal failure of our infrastructure, and.
- 12) Maintaining a personal log of all actions taken.

ix. Medical Officer of Health

- 1) Coordinates public health services with various Emergency Control Group members and related agencies in the Emergency Operations Centre.
- 2) Provides advice to the public and local health care professionals on matters which may adversely affect public health within North Bay and Parry Sound District. (e.g.,

- toxic spills, water quality, air quality).
- 3) Liaises with Ontario Ministry of Health, Public Health Division and area Medical Officers of Health as required to augment and coordinate a public health response as required.
 - 4) Coordinates the surveillance and response to communicate disease-related emergencies or anticipated epidemics according to Ministry of Health directives.
 - 5) Ensure the coordination of vaccine/antiviral storage, handling and distribution across North Bay and Parry Sound District.
 - 6) Initiates and implements mass vaccination clinics during outbreaks of disease within affected municipalities in North Bay and Parry Sound District.
 - 7) Liaises with Director of Public Utilities or alternate within affected municipalities to ensure the provision of potable water, community sanitation, maintenance and sanitary facilities.
 - 8) Provides inspection of evacuation centers, makes recommendations and initiates; remedial action in areas of accommodations standards related to.
 - a. Overcrowding, sewage and waste disposal.
 - b. Monitoring of water supply, air quality, sanitation.
 - c. Food handling, storage, preparation, distribution and service.
 - 9) Liaises with local social service agencies on areas of mutual concern regarding evacuation centers related to public health information.
 - 10) Advises on or orders any necessary evacuation, isolation or quarantine measures.
 - 11) Provides instruction and health information through public service announcements and information networks.
 - 12) Issues orders, if necessary, to mitigate or eliminate health hazards as per the Health Protection and Promotion Act.
 - 13) In the event of mass casualties, the Health Unit will monitor the situation to ensure early and sanitary disposition of human remains to minimize the spread of disease, and.
 - 14) Liaises with the District Coroner to coordinate the activities of the mortuary within the community and provide assistance when necessary.

x. Emergency Medical Services (EMS) Representative

- 1) Ensuring emergency medical services at the emergency site.
- 2) Establishing an ongoing communications link with the senior EMS official at the scene of the emergency.
- 3) Obtaining EMS from other municipalities for support, if required.
- 4) Ensuring triage at the site.
- 5) Advising the MCEG if other means of transportation is required for large scale response.
- 6) Liaising with the Ministry of Health and Long-Term Care Central Ambulance Communications Centre to ensure balanced emergency coverage is always available throughout the community.
- 7) Ensuring liaison with the receiving hospitals.
- 8) Ensuring liaison with the Medical Officer of Health, as required, and.
- 9) Maintaining a personal log of all actions taken.

xi. Red Cross

- 1) **Shelter &/or Reception Centre Management Services** - The Shelter and Reception Centre Management Services is to set up and operate a Shelter, a safe and temporary facility where evacuees receive basic services and a Reception.

Centre, a one-step service site, where evacuees are received and in which the six Emergency Social Services are provided: clothing, lodging, food, family reunification services and inquiry, reception and information and personal services. CRCS will provide support for the use of the shelter facility. Procure, store and distribute supplies and equipment to the lodging facility. Work with the representative of the facility to ensure that the building is used properly.

- a. **CRCS/MECG:** Contract out some specialized logistics services i.e. security and sanitation, to ensure the safety, security and sanitation for the lodging facility.
 - b. **MECG:** Designation, evaluation as per the guidelines established by Health Canada, set up and a space utilization plan for each temporary shelter is the responsibility of MECG and/or the Emergency Management Program Committee.
- 2) **Family Reunification Services** - The purpose of the Family Reunification Services is to reunite family members separated in a disaster and to collect information and answer inquiries concerning the condition and whereabouts of missing persons.
 - 3) **Emergency Lodging Services** - The purpose of the Emergency Lodgings Services is to provide, as quickly as possible, safe, temporary lodging to persons in need of this service in a disaster. Set up sleeping areas. Assign residents to sleeping areas. Coordinate with logistics staff for cots, blankets and comfort kits if available.
 - 4) **Reception and Information Services** - Maintain a system for checking occupants in and out when they leave for any period of time. Manage the system of record keeping for registrations. The purpose of the reception and information services is to greet evacuees, provide information regarding services provided within the centre and provide access control to the facility.
 - 5) **Emergency Food Services** - The purpose of the emergency food services is to provide food to evacuees, emergency workers and disaster volunteers. Ensure that the food ordering system is established and implemented. Keep accurate records of food and supplies received and expended. Prepare and monitor the food service staff work schedule. Record the hours of personnel.
 - 6) **Personal Services** - The purpose of Personal Services is to provide for the initial reception of persons affected by disaster arriving at Emergency sites; inform them of immediate emergency help available; offer temporary care for unattended children and dependent elderly; assist with the temporary care of residents from special care facilities and offer emotional care and comfort.
 - a. **CRCS/MECG:** Organize and administer recreation, transportation, first aid, pet care and other services as needed. Identify residents needing additional services and collaborate with appropriate sources to meet such needs.
 - b. **MECG:** Particular personal services may be coordinated through the MECG and contracted with local service providers to meet special needs of disaster victims.
 - 7) **Emergency Clothing** - The purpose of emergency clothing services is to provide clothing to persons in need in a disaster to prevent loss of life from exposure and to meet clothing needs until normal sources of supply are available.
 - 8) **Additional Items - Volunteer/Staff Recruitment, Training and Placement**
 - a. **MECG** - Recruit, place and support staff assigned to the lodging facility. Provide opportunities to residents to serve as volunteers in the facility. Manage other local volunteer organizations.
 - b. **CRCS** - Will provide trained volunteers to deliver Red Cross agreed upon services listed above.
 - 9) **CRCS** - Maintaining a personal log of all actions taken.

11. 211 Notification and Communication

Responsibilities of 211 Representative

- 1) The 211 staff person who receives notification of an emergency event will document the information using a format that captures what, where, who, when etc. and the name and contact information of the person providing the information.
- 2) Answer non-emergency calls from the public 24/7/365. Ensure the network of 211 service providers in Ontario are notified, can access the most current information about the event and is available to provide support if needed.

Onsolve Code Red

- 1) Notify residents that have signed up of emergency messaging as received.

Revised December 8th, 2025



MEMO

Date: December 11, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Jenny Leblond, Treasurer
CC: Tom Young, Public Works Superintendent
Subject: 2014 Ford F150 surplus (old Transfer Station truck)

Further to resolution 2025-135 where Council discussed multiple recommendations for the Transfer Station, the declaration of the 2014 Ford F150 being surplus was not passed at that time.

Council did approve the purchase of a used truck that went to Public Works and an existing truck from Public Works went to the Transfer Station. When the Treasurer reviewed the insurance renewal for 2026 it was noticed that the 2014 Ford F150 was still on the insurance list.

The Treasurer recommends that Council declare the 2014 Ford F150 as surplus and sell this vehicle on govdeals.com

Prepared by:

Jenny Leblond, Treasurer



Saugeen First Nation #29

Administration

November 17, 2025

Town of Kearny
8 Main Street, P.O. Box 38
Kearney, ON P0A 1M0
Mayor Cheryl Philip
mayorcherylphilip@gmail.com

Attention: Mayor Cheryl Philip

Dear Mayor Philip

Re: Saugeen First Nation's child wellbeing law, *Zaag'idiwin*, brought into force on November 17, 2025

On behalf of Saugeen First Nation, I write to advise that Saugeen's child wellbeing law, *Zaag'idiwin*, has come into force today, effective November 17, 2025.

Children and families are at the core of who we are as Anishinaabeg and our most valuable resource, and it is our collective responsibility to care for each other. We have known for generations the harm that colonial child welfare laws and practices inflict on our children, families, and community. We know that we, as Anishinaabeg, are the best people to care for and make decisions for our Abinodjiiag and Ishkiniigjig (children and youth). We know that it is only through the rejection of colonial law and the renewed exercise of our laws that we can achieve our goal of a strong and healthy community. *Zaag'idiwin* is an expression of our inherent jurisdiction and legislative authority over child and family services for Saugeen children, youth, and families.

By operation of s. 21(1) of *An Act Respecting First Nations, Inuit and Métis Children, Youth and Families*, S.C. 2019, c. 24 (the "**Federal Act**"), *Zaag'idiwin* has come into force today with the force of federal law. In practical terms, this means that *Zaag'idiwin* governs the delivery of child and family services to Abinodjiiag, Ishkiniigjig, and their families. In the event of a conflict or inconsistency between Saugeen's law and the *Child, Youth and Family Services Act, 2017*, S.O. 2017, c. 14, Saugeen's law will prevail to the extent of that conflict or inconsistency.

To facilitate this transition, Saugeen has established its own agency, *Zaag'idiwin Ngodoodegizwin Dibendaagizwin Naaknigewin* ("**Zaag'idiwin Naaknigewin**"), dedicated to delivering child and family services to Saugeen children, youth, and families. We are working collaboratively with the Ministry of Children, Community and Social Services, directors of child welfare and child protection service agencies from across Ontario to transfer all responsibilities for these services in a safe and supported manner over the next few months.

An essential part of a smooth, safe, and effective transition of jurisdiction is awareness of, education on, and cooperation with *Zaag'idiwin Naaknigewin*. Accordingly, we request that you work to raise awareness within the Town of Kearny and your employees with respect to Saugeen's jurisdiction over its children and families. This education should include employee's obligations with respect to Saugeen children and youth, including reporting obligations and coordination with *Zaag'idiwin Naaknigewin*. Further, we request that you consider impacts on school district services.

Please find attached to this letter, a one-pager on *Zaag'idiwin* that can be circulated amongst your employees and network. We would be pleased discuss opportunities for Saugeen to support the Town of Kearny in any awareness, education, and training initiatives.

Should you have any questions, or wish to schedule a time to learn more about *Zaag'idiwin* and jurisdiction, please do not hesitate to contact me (conrad.ritchie@saugeen.org), *Zaag'idiwin*

Naaknigewin's Executive Director, Audra Root (audra.root@zaagidiwin.ca), or our legal counsel, Katherine Hensel (khensel@foglers.com).

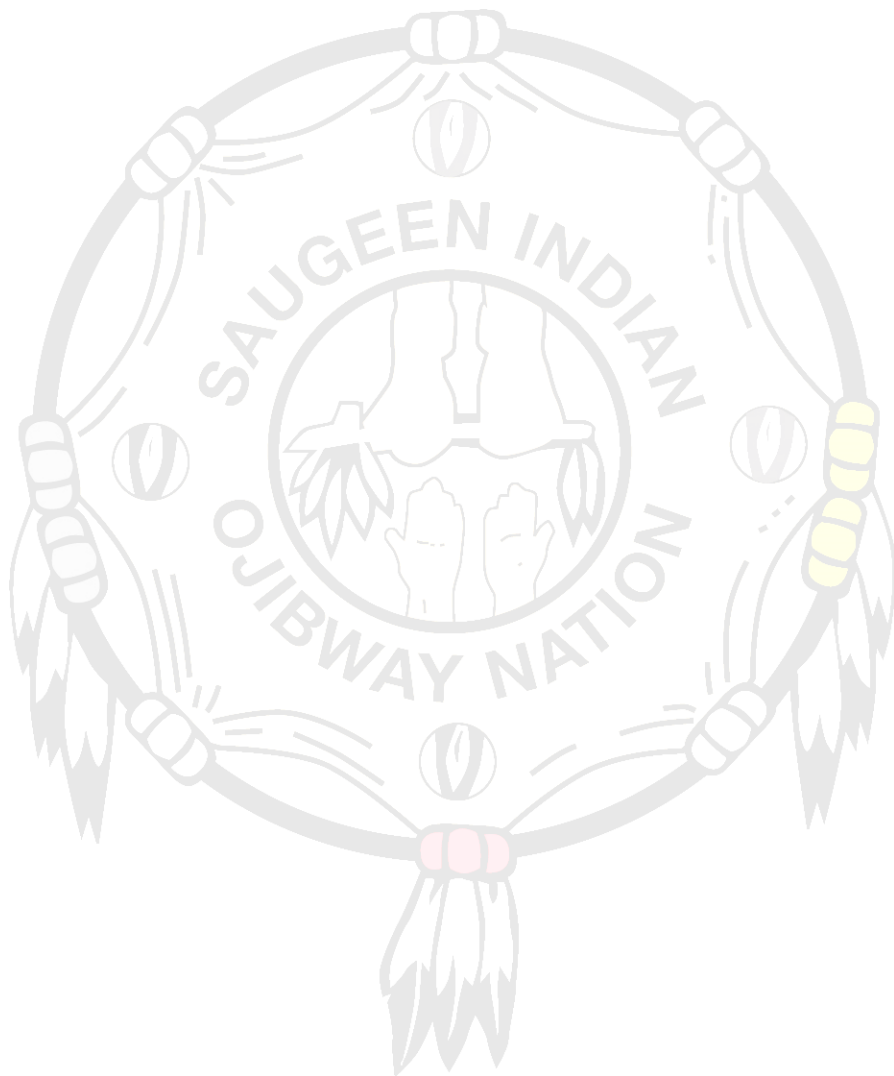
We thank you for your attention to this important matter and look forward to your response.

Yours truly,



Ogima Conrad Ritchie
Saugeen First Nation

cc. Audra Root, Executive Director, Zaag'idiwin Naaknigewin, audra.root@zaagidiwin.ca
Katherine Hensel, Legal Counsel, khensel@foglers.com.





Saugeen First Nation #29

Saugeen First Nation is reclaiming and asserting its inherent jurisdiction and legislative authority to look after its children, youth, and families through its child wellbeing law, *Zaag'idiwin*.

The law, brought into force on November 17, 2025, reflects Saugeen's authority to serve and govern its citizens, and also has the force of law as federal law, as set out in Canada's *An Act respecting First Nations, Inuit and Métis children, youth and families*. After a brief period of transition over the next few months, Saugeen will be exclusively responsible for delivering services for Abinodjiiag, Ishkiniigjig (children and youth), and their families.

***Zaag'idiwin*:**

- applies to any Abinodjiiag, Ishkiniigjig, and their families, which includes any person with at least one grandparent eligible to be registered at Saugeen First Nation;
- will displace Ontario's *Child, Youth and Family Services Act, 2017*, after a short transition period (ending in early 2026);
- establishes an agency, *Zaag'idiwin Ngodoodegizwin Dibendaagizwin Naaknigewin* ("**Zaag'idiwin Ngodoodegizwin**"), to deliver services under the law;
- places families at the centre of decision-making where the safety of Abinodjiiag and Ishkiniigjig is concerned;
- delivers wraparound services to Abinodjiiag, Ishkiniigjig, and their families;
- is grounded in support and respect for family decision-making and connection to family, culture, and the land; and
- imposes a "duty to report" and a "duty to help" vulnerable Abinodjiiag, Ishkiniigjig, and families, to *Zaag'idiwin Naaknigewin*, where Abinodjiiag, Ishkiniigjig are being harmed or are at risk of harm.

Saugeen and *Zaag'idiwin Ngodoodegizwin* will be working with other service providers through communications, education, training, and the development of protocols to support this transition period and coordination of service delivery going forward. Outreach to, and engagement with, service providers with respect to *Zaag'idiwin* is ongoing. In the meantime, please note that:

Programs, services and supports to Abinodjiiag, Ishkiniigjig, and families will be administered and delivered by Saugeen's child and family wellbeing agency, *Zaag'idiwin Ngodoodegizwin*

| | | |
|---|--|--|
| Any person up to and including the age of 29 with at least one grandparent eligible to be registered at Saugeen First Nation is entitled to receive services from <i>Zaag'idiwin Ngodoodegizwin</i> | Where there are safety concerns involving an Abinodjiiag or Ishkiniigjig, please contact <i>Zaag'idiwin Ngodoodegizwin</i> at: 1-844-747-5500 THIS IS A 24-HOUR LINE | A copy of <i>Zaag'idiwin</i> can be accessed at www.saugeenfirstnation.com |
|---|--|--|

Any questions about *Zaag'idiwin* can be directed to info@zaagidiwin.ca.



November 28, 2025

Premier Doug Ford

Sent via email: premier@ontario.ca

Dear Premier Doug Ford:

Please be advised that Brantford City Council at its meeting held November 25, 2025 adopted the following:

12.4.11 Professional Activity (P.A) Day on Municipal Election Day – School Boards - Councillor Carpenter

Councillor Carpenter read the title of his notice of motion:

WHEREAS municipalities across Ontario are responsible for organizing and administering municipal and school board elections every four years, as mandated under the *Municipal Elections Act, 1996*; and

WHEREAS local schools are traditionally among the most convenient, accessible, and familiar polling locations for voters in all communities; and

WHEREAS schools offer important accessibility features such as level entrances, parking, and public visibility that make them ideal polling stations, particularly for seniors, parents, and persons with disabilities; and

WHEREAS the use of schools as polling locations can lead to increased costs with regards to ensuring the safety and security of students; and

WHEREAS many municipalities face challenges securing suitable and accessible alternative voting locations, resulting in increased costs and reduced accessibility for voters; and

WHEREAS the Municipal Elections Act provides that school boards shall provide their facilities free of charge for the Municipal and School board elections; and

WHEREAS holding a province-wide Professional Activity (P.A.) Day for all publicly funded schools on municipal election day would alleviate concerns from school administrators for voting purposes while maintaining student safety; and

WHEREAS this coordinated approach would enhance voter convenience, improve accessibility, and help strengthen civic engagement and democratic participation by allowing electors to vote at their local schools without disrupting the student body; and

WHEREAS it would also create efficiencies and potential cost savings for municipalities by reducing the need to rent alternative facilities or implement special security measures; and

WHEREAS aligning a P.A. Day with municipal election day would require minimal disruption to the school calendar, as school boards already schedule several P.A. Days each academic year; and

WHEREAS this measure would demonstrate a spirit of cooperation between the Province of Ontario, local municipalities, and school boards to promote civic engagement and fiscal responsibility;

WHEREAS the Association of Municipal Clerks and Treasurers of Ontario and its members have lobbied the Province to establish a P.A day on Election Day;

NOW THEREFORE BE IT RESOLVED THAT:

- A. The Council of the City of Brantford respectfully requests the Premier of Ontario to consider directing all publicly funded school boards in Ontario to schedule a Professional Activity (P.A.) Day on the date of the municipal election in each election year; and
- B. That this direction be made in consultation with the Ministry of Education, the Association of Municipalities of Ontario (AMO), and school board associations, to ensure consistency across the province; and
- C. THAT a copy of this resolution be forwarded to:
 - i. The Premier of Ontario;
 - ii. The Minister of Education;
 - iii. The Association of Municipalities of Ontario (AMO);
 - iv. The Ontario Public School Boards' Association (OPSBA);
 - v. The Ontario Catholic School Trustees' Association (OCSTA); and
 - vi. All Ontario municipalities for their information and support
 - vii. MPP Will Bouma

I trust this information is of assistance.

Yours truly,



Chris Gauthier City Clerk,
cgauthier@brantford.ca

CC - The Minister of Education paul.calandra@pc.ola.org

The Ontario Public School Boards' Association (OPSBA) Bwallace@opsba.org

The Ontario Catholic School Trustees' Association (OCSTA) aobrien@ocsta.on.ca

Association of Municipalities of Ontario - resolutions@amo.on.ca

All Ontario municipalities for their information and support

MPP Will Bouma - will.bouma@pc.ola.org

November 12, 2025

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

via email: premier@ontario.ca

Dear Premier Ford,

Re: Curbside Recycling Eligibility for Non-Profit Organizations

At its regular meeting held on November 11th, 2025, the Council of the Township of Selwyn passed the following resolution:

Resolution No. 2025 – 223 – Curbside Recycling – Non Profits

Mayor Sherry Senis – Councillor Brian Henry –

Whereas the Province of Ontario designated producers to be responsible for collecting recycling in the Province; and

Whereas non-profit organizations, including our local food banks, have been deemed ineligible for producer blue box collection effective January 1st, 2026; and

Whereas food insecurity is a local, provincial and federal issue; and

Whereas food banks need to receive grocery items that are delivered in cardboard boxes and cartons which generate copious amounts of recyclable material; and

Whereas food banks are volunteer and donation based with no revenue collected to pay for services such as removal of recyclable materials;

Therefore be it resolved that the Council of the Township of Selwyn strongly urge the Province to re-instate the eligibility for curbside blue box collection as of January 1st, 2026, for non-profit organizations, such as food banks; and

That this motion be forwarded to Premier Doug Ford, Minister of the Environment, Conservation and Parks, MPP Dave Smith, County and City of Peterborough, Association of Municipalities of Ontario, Eastern Ontario Wardens' Caucus and Ontario Municipalities for support.

Carried.

Under the Province's producer-responsibility framework, food banks and similar non-profit organizations have been deemed ineligible for curbside blue box collection effective January 1, 2026. This change will place an unreasonable burden on these essential community services that rely entirely on volunteers and donations.

Food banks play a critical role in addressing food insecurity — an issue of local, provincial, and national importance. These organizations receive large quantities of grocery items packaged in cardboard and other recyclable materials, yet they have no sustainable means to manage the associated recycling costs once municipal collection ends.

The Township of Selwyn strongly urges the Province of Ontario to reinstate eligibility for curbside blue box collection for non-profit organizations, such as food banks.

Thank you for your attention to this matter.

Sincerely,



Megin Hunter
Office Assistant/ Receptionist
Township of Selwyn

Cc: Minister of the Environment Conservation and Parks
MPP Dave Smith
City of Peterborough
Peterborough County
Association of Municipalities of Ontario
Eastern Ontario Wardens' Caucus
Ontario Municipalities

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Parry Sound Provincial Offences Act

Court Manager's Report Q3 2025

Impact of Canada Post Rotating Strikes on POA Operations

- The Ministry of the Attorney General did not issue an Order extending Provincial Offences Act (POA) timelines. Instead, MAG provided guidance regarding the enforcement of fines and related POA timelines.
- The rotating postal strikes did not result in material backlogs for the POA Court in Parry Sound.
- To mitigate potential delivery delays without halting enforcement, POA Parry Sound implemented a temporary grace period of approximately one month.
- Enforcement and collections activities—including driver's licence suspensions and collection actions—continued on a daily basis throughout the disruption.
- The temporary grace period will be discontinued upon the full resumption of Canada Post services, at which point standard enforcement timelines and practices will apply.

Scheduling and Case Load Management

- In 2025, POA Parry Sound experienced a marked increase in Judicial Pre-Trials (JPTs) and Special Trials.
- These hearing types are resource-intensive and complex, resulting in significant operational demands and additional costs.
- The cost to prosecute and support these matters exceeds \$6,000 per court day.
- If the current trend continues, the projected impact on the judicial budget is an additional \$50,000–\$75,000 annually, with negligible corresponding revenue.

- Scheduling pressures and case management requirements have increased accordingly, necessitating ongoing monitoring and resource allocation adjustments.

MAG Initiatives — Early Resolution Reforms (Bill 177)

- The Ministry of the Attorney General introduced Early Resolution reforms in February 2024. Legislative amendments to Bill 177 are anticipated for late spring 2026, subject to enactment and in-force dates.
- Under the current Early Resolution model, courts that offer the program must schedule dedicated early resolution dockets, where prosecutors and defendants appear before a Justice of the Peace (JP) to formalize agreements.
- The proposed amendments are intended to free judicial resources by reducing the need for in-court appearances before a JP. Defendants could meet with a prosecutor electronically or in person; if a resolution is reached, a signed Early Resolution agreement would be filed with the clerk of the court. The clerk would record the outcome and, if applicable, issue a Notice of Fine and Due Date.
- If these reforms are legislated in 2026, POA Parry Sound will apply to become an Early Resolution court.

POA Charges Received and Entered

| Ticket Issuance | | | | | | |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | 2025 | 2024 | 2023 | 2022 | 2021 | 2020 |
| January | 406 | 368 | 326 | 257 | 369 | 293 |
| February | 387 | 303 | 284 | 188 | 332 | 306 |
| March | 395 | 292 | 370 | 284 | 505 | 242 |
| Q1 SUBTOTAL | 1,188 | 963 | 980 | 729 | 1,206 | 841 |
| April | 436 | 293 | 273 | 281 | 416 | 85 |
| May | 490 | 430 | 537 | 297 | 442 | 359 |
| June | 317 | 258 | 439 | 205 | 484 | 271 |
| July | 425 | 407 | 484 | 346 | 674 | 487 |
| August | 422 | 571 | 483 | 266 | 394 | 410 |
| September | 380 | 284 | 342 | 267 | 350 | 367 |
| Q3 SUBTOTAL | 3,658 | 3,206 | 3,538 | 2,391 | 3,966 | 2,820 |
| October | 359 | 403 | 324 | 223 | 275 | 298 |
| November | | 416 | 281 | 309 | 226 | 230 |
| December | | 199 | 168 | 169 | 150 | 145 |
| Total | | 4,224 | 4,311 | 3,092 | 4617 | 3493 |

2025 POA General Ledger - DRAFT

| Revenues | 2025 | 2025 Q1 | 2025 Q2 | 2025 Q3 |
|--|----------------------|----------------------|----------------------|----------------------|
| Provincial Offences Revenues | <u>\$ 889,966.00</u> | <u>\$ 163,613.46</u> | <u>\$ 374,628.00</u> | <u>\$ 646,962.00</u> |
| Expenditures | | | | |
| Salaries, Benefits & Contracted Services | \$ 311,342.00 | \$ 78,535.00 | \$ 155,500.00 | \$ 236,916.00 |
| Office Administration & Facilities | \$ 42,124.00 | \$ 1,287.00 | \$ 6,209.00 | \$ 13,091.00 |
| Partner's Administration Charge | \$ 50,000.00 | \$ 12,500.00 | \$ 25,000.00 | \$ 37,500.00 |
| Prosecution & Justice of Peace | \$ 145,000.00 | \$ 34,166.00 | \$ 92,157.00 | \$ 165,216.00 |
| Interpreter Costs | \$ 4,500.00 | \$ 1,781.00 | \$ 2,510.00 | \$ 4,427.00 |
| Court related travel & witness fees | \$ 500.00 | \$ 153.00 | \$ 566.00 | \$ 733.00 |
| NCO & A1 Collection Costs | \$ 9,000.00 | \$ 1,659.00 | \$ 5,210.00 | \$ 5,853.00 |
| Amortization of Capital Assets | \$ - | \$ - | \$ - | \$ - |
| Audit Costs | \$ 5,000.00 | \$ 1,250.00 | \$ 2,500.00 | \$ 3,750.00 |
| Fines & By-Laws to Municipalities | \$ 8,000.00 | \$ 2,125.00 | \$ 3,680.00 | \$ 5,315.00 |
| Fines paid to other POA Offices | \$ 40,000.00 | \$ 5,665.00 | \$ 9,343.00 | \$ 18,158.00 |
| Transfer to Municipal Partners | \$ 80,000.00 | \$ - | \$ - | \$ - |
| Certificate of Offence charges | \$ 4,500.00 | \$ 626.00 | \$ 1,181.00 | \$ 1,181.00 |
| POA IT & Software | \$ 19,300.00 | \$ 3,253.00 | \$ 4,241.00 | \$ 11,935.00 |
| Provincial Monitoring/Enforcement | \$ 5,700.00 | \$ 1,407.00 | \$ 2,345.00 | \$ 4,221.00 |
| VFS paid to Province | \$ 110,000.00 | \$ 14,295.00 | \$ 50,694.00 | \$ 92,490.00 |
| Dedicated Fines paid to Province | <u>\$ 55,000.00</u> | <u>\$ 4,730.00</u> | <u>\$ 15,265.00</u> | <u>\$ 45,330.00</u> |
| TOTAL EXPENDITURES | <u>\$ 889,966.00</u> | <u>\$ 163,432.00</u> | <u>\$ 376,401.00</u> | <u>\$ 646,116.00</u> |
| | | <u>\$ 181.46</u> | <u>-\$ 1,773.00</u> | <u>\$ 846.00</u> |

2026 POA Budget - DRAFT

| Revenues | 2025 | 2026 |
|--|-----------------------------|-----------------------------|
| Provincial Offences Revenues | <u>\$ 889,966.00</u> | <u>\$ 872,251.00</u> |
| | | |
| Expenditures | | |
| Salaries, Benefits & Contracted Services | \$ 311,342.00 | \$ 320,047.00 |
| Office Administration & Facilities | \$ 42,124.00 | \$ 36,504.00 |
| Partner's Administration Charge | \$ 50,000.00 | \$ 50,000.00 |
| Prosecution & Justice of Peace | \$ 145,000.00 | \$ 195,000.00 |
| Interpreter Costs | \$ 4,500.00 | \$ 5,500.00 |
| Court related travel & witness fees | \$ 500.00 | \$ 700.00 |
| NCO & A1 Collection Costs | \$ 9,000.00 | \$ 8,000.00 |
| Amortization of Capital Assets | \$ - | \$ - |
| Audit Costs | \$ 5,000.00 | \$ 5,000.00 |
| Fines & By-Laws to Municipalities | \$ 8,000.00 | \$ 8,000.00 |
| Fines paid to other POA Offices | \$ 40,000.00 | \$ 35,000.00 |
| Transfer to Municipal Partners | \$ 80,000.00 | \$ 25,000.00 |
| Certificate of Offence charges | \$ 4,500.00 | \$ 3,500.00 |
| POA IT & Software | \$ 19,300.00 | \$ 19,300.00 |
| Provincial Monitoring/Enforcement | \$ 5,700.00 | \$ 5,700.00 |
| VFS paid to Province | \$ 110,000.00 | \$ 110,000.00 |
| Dedicated Fines paid to Province | <u>\$ 55,000.00</u> | <u>\$ 45,000.00</u> |
| | | |
| TOTAL EXPENDITURES | <u>\$ 889,966.00</u> | <u>\$ 872,251.00</u> |

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 22, 2025

Minutes

Date:

May 22, 2025

Time:

1:30pm

Location:

Zoom – zoom.us/join

Meeting ID: 875 7617 6595

Passcode: 321711

Link:

<https://us06web.zoom.us/j/87576176595?pwd=byUYgiN5VGIORpssqSibqJdHdIXITS.1>

Members Present:

Mike Kekkonen - McKellar

Pearl Ivens - Machar

Bonnie Keith – Parry Sound

Delynne Patterson - Ryerson

Sheri Brisbane - McDougall

Staff Present:

Andre – Parry Sound

1. Agenda

1.1 Land Acknowledgement

1.2 Additions to Agenda/Notice of Motion

1.3 Prioritization of Agenda

1.4 Adoption of Agenda

That the Committee agenda for May 22, 2025, be approved as circulated.

Moved by Pearl Ivens

Seconded by Sheri Brisbane

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Public Meeting

3. Minutes and Matters Arising from Minutes

3.1 Adoption of November 28, 2024, Meeting Minutes

That the Minutes from the committee meeting held November 28, 2024, be approved as circulated.

Moved by Delynne Patterson

Seconded by Pearl Ivens

3.2 Questions of Staff

9. Resolutions and Direction to Staff

9.1 POA Court Services

9.1.1 POA Court Manager's Report Q1 2025

That the POA Court Manager's Report Q1 2025 be accepted.

The Corporation of The Town of Parry Sound

Municipal Partners POA Advisory Committee Meeting Minutes May 22, 2025

Moved by Sheri Brisbane

Seconded by Pearl Ivens

9.2 Other Business

Request to move November meetings from 4th Thursday of the month to 3rd Thursday of the month.

Moved by Pearl Ivens

Seconded by Delynne Patterson

9.3 Date of Next Meeting

That the next POA Municipal Partners Meeting will be held November 20, 2025, at 1:30pm.

Moved by Sheri Brisbane

Seconded by Pearl Ivens

11. Adjournment 1:52

Moved by Delynne Patterson

Seconded by Sheri Brisbane

Personal Information collected in *Section 2. Public Meeting, Section 4. Correspondence and/or Section 5. Deputations* is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Section 21. (1) c* and will be used to create a record available to the general public.

**THE CORPORATION OF THE
TOWN OF KEARNEY**

BY-LAW NO. 2025-67

Being a By-law under the provisions of Sections 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to amend By-law No. 2022-20, as amended, the Town of Kearney Zoning By-law, with respect to lands described as PT LT 6, CON 11 BETHUNE; KEARNEY. Being a portion of the lands described with ARN #4918-020-007-17102, in the Geographic Township of Bethune, now in the Town of Kearney.

WHEREAS By-law No. 2022-20 was passed under the authority of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and regulates the use of land and the use and erection of buildings and structures within the Town of Kearney;

AND WHEREAS the Council of the Town of Kearney conducted a public meeting in regard of the subject application as required by Section 34(12) of the *Planning Act*, R.S.O. 1990, as amended;

AND WHEREAS Section 34 of the *Planning Act*, R.S.O. 1990, as amended, permits Council to pass an amending Zoning By-law, and the Council of the Town of Kearney deems it advisable to amend By-law No. 2022-20 with respect to the lands described in this By-law;

AND WHEREAS the matters herein are in conformity with the provisions of the Official Plan of the Town of Kearney;

NOW THEREFORE the Council of the Town of Kearney hereby enacts as follows:

1. THAT By-law No. 2022-20, as amended, is hereby amended as follows:

- a) Map No. 1 of Schedule “A” of By-law No. 2022-20 is hereby amended by changing the zone category of certain lands located in described as; PT LT 6, CON 11 BETHUNE; KEARNEY. Being a portion of the lands described with ARN #4918-020-007-17102, in the Geographic Township of Bethune, now in the Town of Kearney, from the Rural (RU) Zone to the Rural Residential (RR) Zone, Hazards Lands (HZ) Zone, and Rural Exception 19 (RU-19) Zone, as shown on Schedule “A” attached hereto and forming part of this By-law.
- b) Section 4.4.5 of By-law No. 2022-20, as amended, entitled “Exceptions”, is hereby amended adding the following section:

“4.4.5.19 Rural Exception-19 (RU-19) Zone

Notwithstanding the provisions of this By-law to the contrary, on lands within the Rural-19 (RU-19) Zone:

Special Provisions

Minimum Lot Area

7.4 hectares

In all other respects the provisions of the Rural (RU) Zone shall apply.”

2. This By-law shall become effective on the date that it is passed by the Council of the Town of Kearney, subject to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended.
3. The Clerk is hereby authorized and directed to proceed with the giving of notice under Section 34(18) of the *Planning Act*, R.S.O. 1990, as amended.

READ a first and second time this 11th day of December, 2025.

READ a third time and finally passed this 11th day of December, 2025.

Mayor, Cheryl Philip

CAO Clerk, Nicole Gourlay

THE CORPORATION OF THE TOWN OF KEARNEY

By-law No. 2025-70

A By-law To Govern The Proceedings Of Council and Its Committees - Commonly Known As The Procedure By-law

WHEREAS Section 238 (2) of the *Municipal Act, 2001*, S.O. 2001, c 25, as amended, requires that every Town shall pass a procedure by-law for governing the calling, place and proceedings of meetings and the public notice of meetings;

AND WHEREAS Section 238 (3.3) of the *Act* was amended March 19, 2020 to provide that, during emergencies declared locally or provincially under the *Emergency Management and Civil Protection Act*, members of councils, local boards and Committees who participate electronically in open and closed meetings may be counted for purposes of quorum;

AND WHEREAS Council deems it expedient to pass such a By-law;

NOW THEREFORE the Council of the Corporation of the Town of Kearney enacts as follows:

1. **DEFINITIONS**

CAO - the Chief Administrative Officer of the Corporation of the Town of Kearney

Clerk - the Clerk of the Corporation of the Town of Kearney

Closed Meeting - a meeting of Council or other Committee to which public access is restricted.

Confirmatory By-law - a by-law of Council that adopts all resolutions passed at a Council meeting.

Committee – an advisory group created by, and members appointed by Council, which may or may not have a member of Council appointed.

Council - the elected and sworn members of the Council of the Corporation of the Town of Kearney.

Deputation - an address to Council or Committee at the request of a person wishing to speak on a specific item.

Electronic Participation - Includes telephone, video, audio conferencing or other interactive method whereby Members, staff and the public are able to hear the Member(s), staff and public participating by electronic means and the Member(s) participating by electronic means can hear other Members, staff and the public.

Head of Council - the Mayor or in cases of a Committee - the Chair.

Member – an elected and/or appointed representative of Council or a Committee acting in their elected and/or appointed position.

Point of Order – a question by a Council member with the view to calling attention to any issue relating to the Procedure By-Law or the conduct of Council's business or in order to assist the member in understanding Council's procedures, making an appropriate motion or understanding the effect of a motion.

Point of Privilege or Personal Privilege – a question by a member who believes that another member has spoken disrespectfully towards that member or another member or who considers that his or her integrity or that of a member or Municipal official has been impugned or questioned by a member.

Quorum - a majority of members of Council or Committee.

Recorded Vote - the recording in the minutes of the names and vote of every member present on any motion.

Resolution – the decision of Council on any motion.

2. **ROLE OF COUNCIL**

As outlined in *the Municipal Act, 2001*, Section 224, it is the role of Council:

- 2.1 to represent the public and to consider the well-being and interests of the Town,
- 2.2 to develop and evaluate the policies and programs of the Town;
- 2.3 to determine which services the Town provides;
- 2.4 to ensure that administrative policies, practices and procedures are in place to implement the decisions of Council;
- 2.5 to ensure the accountability and transparency of the Town, including the activities of the senior management of the Town;
- 2.6 to maintain the financial integrity of the Town; and
- 2.7 to carry out the duties of Council under the *Municipal Act* or any other *Act*.

3. **MEETINGS OF COUNCIL**

- 3.1 **Regular Council Meeting** - Regular Meetings of Council shall be held on Thursdays at 6:00 p.m., in the Council Chambers, at 8 Main Street, Kearney every 3 weeks or as determined by Council through resolution. During the months of July, August and December, Regular Meetings of Council shall be held once a month beginning at 6:00pm.
- 3.2 Council meetings shall be held in the Community Centre, 8 Main St. Kearney, ON P0A 1M0. Alternate locations may be considered with a Council resolution and appropriate public notice.
- 3.3 Notice of meetings shall be posted on the Municipal website. A meeting of Council may be cancelled or changed by Council resolution, with appropriate public notice to be provided as soon as possible. When a regular meeting of Council is cancelled or changed, the Clerk shall give notice at least seven (7) days in advance by posting on the website and, if possible, by publication in a local newspaper.
- 3.4 Council may, by resolution, alter the date and/or time and/or access of a Regular Meeting provided that adequate notice of the change is posted and published in accordance with the Public Notice By-law.
- 3.5 All Regular Council Meetings may be streamed virtually to allow for public to view and participate in the meeting as per Section 3.8 Electronic Participation. If the meeting is to lose connectivity, the Chair shall pause the meeting when the connectivity issue is brought forward. Staff will re-attempt the connectivity up to a maximum of 15 minutes from the pause of the meeting. If the meeting cannot be reconnected within that period of time, the meeting will be adjourned and

reconvened at a later date. The reconvening of the meeting will provide the public with at least 36 hours' notice.

- 3.5 **Special Meeting of Council** - Any Member of Council may call a special meeting, with twenty-four (24) hours' notice if possible, through the Clerk's office. Public notice shall be given on the municipal website as soon as possible and by any other method that is possible within the time frame. The only item(s) of business to be dealt with at a special meeting is that which is listed in the notice of the meeting.
- 3.6 **Inaugural Meeting** - The inaugural meeting of Council shall take place in accordance with the *Municipal Elections Act*.
- 3.7 **Closed Meeting** - All meetings of Council and all meetings of any Committee of Council shall be open to the public, except if the subject matter being considered is permitted by the *Municipal Act*, to be discussed in closed session. Before holding a meeting or part of a meeting that is to be closed to the public, Council shall state by resolution the fact of holding a closed meeting and the general nature of the matter to be discussed at the closed meeting.
- 3.8 **Electronic Participation**- Council or committee meetings may offer electronic participation, at the discretion of the Chair, in accordance with the *Municipal Act*. Council may offer electronic participation for a Council meeting during an emergency declared by either the Provincial Government, the Municipal Head of Council (or appointed designate), under the *Emergency Management and Civil Protection Act*, in accordance with the *Municipal Act*. Members participating electronically will be counted towards quorum. Members may fully participate and vote in both open and closed meetings. Members of the public may participate electronically in open meetings, as the chosen technology permits.

A member of Council, a Committee or Local Board may participate electronically in open or closed meetings.

(2) Any such member shall be counted towards quorum of members present at any point in time and shall be able to vote; as permitted by the *Municipal Act*.

(3) Pursuant to the *Municipal Conflict of Interest Act*, as amended, members who have declared a pecuniary interest regarding a matter being discussed, and are participating electronically, shall disconnect and leave the electronic meeting and not participate in any way with respect to the matter in question.

(4) The Clerk shall advise the Member(s) when to re-connect to the meeting, as appropriate.

(5) Members are requested to notify the Clerk twenty-four (24) hours in advance of any Meeting at which they intend to participate electronically.

(6) Members of the public and staff may participate electronically. Members participating electronically shall make every effort to keep their camera-on through the entirety of the meeting.

(7) Notwithstanding s. 5.17, 'electronic participation' does not exclude the necessity of advance notice of agendas and meetings times/locations for public access and must adhere to s. 4.3, meeting notice provisions.

3.9 Communication Device-

3.9.1. Each member shall place any communication devices on an inaudible setting during any open or closed meeting, with the exception of assistive devices for people with disabilities or authorized devices which facilitate the official duties of Members of Council and staff related to the agenda of the current meeting.

3.9.2. Members should make every effort to refrain from sending or receiving electronic communication during Meetings, though it may sometimes be necessary to send or receive urgent/emergency communications.

4. DUTIES OF THE HEAD OF COUNCIL

The Head of Council shall:

- 4.1 open the meeting of Council by taking the chair and calling the meeting to order;
- 4.2 announce the business before the Council in the order in which it is to be considered;
- 4.3 receive and submit, in the proper manner, all motions presented by the members of Council;
- 4.4 put to vote all questions which are regularly moved and seconded or necessarily arise in the course of proceedings and to announce the result;
- 4.5 decline to put to vote motions which are counter to the procedure by-law;
- 4.6 ensure that members follow the procedure by-law when engaged in debate;
- 4.7 be permitted to participate in any debate without leaving the chair;
- 4.8 enforce on all occasions the observance of order and decorum among the members and those present as observers;
- 4.9 if quorum agrees, Council may direct questions to the public during the meeting only if no disruption results to the decorum of the meeting;
- 4.10 call by name, any member or person who persists in breaching the procedure by-law of the Council, ordering him/her to vacate the Council chamber;
- 4.11 adjourn the meeting when the business is concluded; or adjourn the meeting without question put, in the case of serious disorder arising in the Council chamber;
- 4.12 authenticate by signature, all by-laws, resolutions, and minutes of Council.

5. ABSENCE OF HEAD OF COUNCIL

5.1 If the Mayor is absent from the meeting, the Deputy Mayor shall assume the role of Head of Council, with all the rights, powers, and authority. The acting Head of Council shall preside during the meeting or until the Mayor arrives. In the absence of the Mayor and the Deputy Mayor, the remaining members shall appoint by resolution, another member as acting Head of Council.

6. CONDUCT OF MEMBERS AND THOSE PRESENT

No member of Council or other person present shall:

- 6.1 speak disrespectfully or make allegations concerning another member of Council, staff or the public;
- 6.2 use offensive words or unparliamentary language;
- 6.3 disturb Council or other person(s) by using disorderly conduct that is disconcerting including calling out questions or addressing Council without permission;
- 6.4 criticize any decision of Council, except by a Member of Council for the purpose of moving that the question be reconsidered.

7. QUORUM

- 7.1 A majority of Council members present shall constitute a quorum.
- 7.2 If no quorum is present thirty (30) minutes after the time appointed for the meeting, the Clerk shall record the names of the members present and the meeting shall be adjourned until the date of the next regular meeting or until a special meeting is called.
- 7.3 Members of Council who know they will not be in attendance for a Council meeting shall notify both the Mayor and the Clerk in writing with the general nature of the reason why they will not be in attendance at least 10 days prior to the meeting to ensure quorum will be met. If in the case of emergency, the member cannot notify the Mayor and the Clerk within the prescribe time frame above, the member shall notify the Mayor and Clerk in writing as soon as possible.

8. REGULAR COUNCIL AGENDA

- 8.1 The Clerk shall prepare a Council agenda with the following items in an order deemed fit:

- Opening Remarks/Announcements
- Approval of Agenda
- Disclosure of Pecuniary Interest
- Delegations and Presentations
- Consent List
- Items for Referred from Consent List
- Items for Discussion
- Other Business
- Correspondence for Information
- By-laws
- Closed Session (if required)
- Confirmatory By-law
- Adjournment

- 8.2 Any item which is not on the agenda as set but has been determined by the Clerk to be of a nature which requires attention prior to the next scheduled meeting, the item may be added by addendum at the discretion of the Clerk.
- 8.3 Any items brought forward as a time-sensitive issue by other means shall require a majority vote of the members present to be added to the agenda.
- 8.4 All items not included in the agenda package and presented as an 'on desk item' will be included in the posted agenda.
- 8.5 **Regular Council Agenda Packages** – Agenda Packages will be available for Council pick-up and online by 4:00 pm on the Friday preceding a regular meeting of Council. The package will be available for public viewing on the website on the Monday preceding a Regular meeting of Council. If the Monday preceding a Council Meeting is a holiday, the agenda package will be posted on the website on the Tuesday preceding the Council Meeting.

9. DISCLOSURES OF PECUNIARY INTEREST (CONFLICT OF INTEREST)

- 9.1 Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Council or Committee which the matter is the subject of consideration, the Member, shall govern themselves in accordance with the *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 and shall:
- i. determine whether they may have a direct or indirect pecuniary interest and to disclose the nature thereof;
 - ii. prior to any consideration of the matter at the meeting, disclose the interest verbally at the meeting and then in writing, in a form provided, to the Clerk, the general nature thereof;
 - iii. not take part in the discussion of, nor vote on any question in respect of the matter;
 - iv. not attempt in any way whether before, during or after the meeting to influence the voting on the matter;
 - v. where a meeting is open to the public, the Member shall, in addition to complying with the requirements of *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 forthwith leave the meeting or part of the meeting during which the matter is under consideration;
 - vi. where a meeting is not open to the public, the Member shall, in accordance with the *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 forthwith leave the meeting or the part of the meeting during which the matter is under consideration;
 - vii. where the interest of a Member has not been disclosed by reason of the Member's absence from a particular meeting, the Member shall disclose the Member's interest and otherwise comply at the first meeting of the Council or Committee, as the case may be, attended by the Member after

the particular meeting.

- 9.2 Every declaration of interest and the general nature thereof, shall where the meeting is open to the public, be recorded in the minutes of the meeting by the Clerk of the Town or secretary of the Committee, as the case may be;
- 9.3 Every declaration of interest made, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public
- 9.4 Where the number of members who, by reason of the Provisions of *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special *Act*, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

10. MINUTES

Minutes shall be recorded by the Clerk, or designate, and shall contain the following:

- 10.1 the date, time and place of meeting;
- 10.2 the names of members and staff present;
- 10.3 the names of members of Council who are absent, recorded using 'Regrets'
- 10.4 the adoption and any corrections of the minutes of prior meetings;
- 10.5 proceedings of the meeting which will include motions, resolutions, decisions, and directions, without note or comment.

11. DEPUTATIONS AND PRESENTATIONS

- 11.1 Persons who wish to make a presentation to Council on matters may request in writing providing an outline of the nature of the deputation by 12:00 noon on the two weeks prior to the next regular meeting, that the Clerk place their name and the topic on the agenda as a deputation or presentation.
- 11.2 The Clerk, at his/her discretion will determine the eligibility, date and time of the deputation.
- 11.3 The Clerk may approve a deputation to Council with less notice than required in this section.
- 11.4 Deputations shall be limited in speaking to not more than ten (10) minutes.
- 11.5 A member of Council may ask questions only for the purpose of obtaining information relating to the matter under discussion and such questions must be stated concisely.
- 11.6 After Council has rendered a decision on the issue and written notification of that decision has been given, Council will not consider that issue again within six (6)

months. An exception may be granted at the discretion of the Clerk, if substantially new and/or substantially significant information is provided.

11.7 The Clerk may limit the number of deputations heard at any meeting to a maximum of two (2) per meeting.

11.8 Any person giving a deputation or presentation shall not:

- speak disrespectfully of any person;
- use offensive words;
- speak on any subject other than the subject for which he or she has received approval to address Council or Committee;
- disobey the rules of procedure or a decision of the Chair or Council.

12. CORRESPONDENCE

12.1 All correspondence, including petitions to be presented to the Council, shall be legibly written, or printed and shall not contain any improper language and shall be signed by at least one person, filed with the Clerk, and should include an address and telephone number.

12.2 All correspondence shall be delivered to the Clerk during regular office hours, by 12:00 noon on the Wednesday prior to the next regular meeting of Council, so that the item may be included in the agenda circulated to members.

13. MOTIONS

13.1 **Voting on Motions** - Motions shall be in writing, showing the signature of the member who moved the motion and the member who seconded the motion.

When a motion is moved and seconded, it shall be read or stated by the Head of Council before debate.

A motion to call the vote, by the Chair shall preclude all further amendments of the question. A motion to the Chair to call the vote by a Member other than the Chair, requires consent of the majority of members.

After a motion is called to vote by the Chair, no Member shall speak to the question, nor shall any other motion be made until after the vote is taken and the result has been declared.

When the Head of Council calls for a vote on a question, each member shall occupy his/her seat and shall remain in his/her place until the result of the vote has been declared by the Head of Council.

Immediately preceding the vote, the Head of Council shall state the question in the precise form in which it will be recorded in the minutes.

The manner of determining the decision of Council on a motion shall be at the discretion of the Head of Council and may be by show of hands, verbal, standing, or any other method.

- 13.2 **Recorded Vote** - If a member present at a Council or Committee meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any *Act*, shall announce his or her vote openly and the Clerk shall record each vote.
- 13.3 Any resolution shall require a majority of votes in order to be valid and binding on the Council. If there is an equality of votes, the vote shall be deemed to be lost. A failure to vote by a member who is present at the meeting and who is qualified to vote, shall be deemed to be a negative vote.
- 13.4 **Notice of Motion** - When a member provides the Clerk with written notice of any motion, the matter shall be included on the agenda for the next regular meeting of Council.
- 13.5 **Motion to Reconsider** – A motion to reconsider shall not be made during the same meeting of Council at which the original determination was taken. If a decision has not been substantially acted upon, a Member of Council who voted on the prevailing side may at any time within six months of the original decision, introduce a motion to reconsider a previous decision.

14. **READING OF BY-LAWS**

- 14.1 Every by-law shall be introduced upon motion by a member of Council specifying the title of the by-law.
- 14.2 Every by-law shall be typed and contain no blanks except as required to conform to accepted procedure or to comply with provisions of any act.
- 14.3 Every by-law shall have three (3) readings prior to being passed. If Council so determines, a by-law may be taken as read three (3) times.
- 14.4 Every by-law enacted by the Council shall be numbered and dated, signed by the Clerk and the Mayor, sealed with the corporate seal, and filed in the Municipal Vault.
- 14.5 No by-law except a by-law to confirm the proceedings of Council shall be presented to Council unless the subject matter has been considered and approved by Council.

15. **CONFIRMATORY BY-LAW**

As the last item of business before adjournment, Council shall consider a confirmatory by-law to adopt, ratify and confirm all actions of Council at that meeting and to authorize the Mayor and municipal officers to take action as directed.

16. **MISCELLANEOUS**

- 16.1 **New Business** - Any matter arising from a deputation or presentation will be considered at a future Council meeting. However, a matter may be considered by Council during this time if sufficient information is available and time permits.
- 16.2 **Curfew** - Regular Council meetings shall not exceed four (4) hours in duration.

16.3 **Electronic Recording Devices** - Electronic recording devices shall not be permitted in the Council Chambers, unless approved by the Head of Council.

17. SUSPENSION OF RULES

Any procedure required by this by-law may be suspended with consent of a majority of the members of Council present.

18. AMENDMENT

18.1 No amendment or repeal of this by-law or any part shall be considered at any meeting of Council unless notice of the proposed amendment or repeal has been given at a previous regular meeting of Council.

18.2 Waiving of this notice by the Council is prohibited.

19. PREVIOUS BY-LAWS RESCINDED

By-law No. 2024-52 and all previous By-laws and resolutions and parts of By-laws and resolutions inconsistent with the provisions of this By-law, governing the calling, place and proceedings of Council, the conduct of its members and the calling of meetings, are hereby repealed.

20. EFFECTIVE DATE

This By-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME on the 11th day of December 2025.

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk

THE CORPORATION OF THE TOWN OF KEARNEY

By-law No. 2025-71

Being a By-law to Establish Fees or Charges for Services and Activities Provided or Done by the Corporation of The Town of Kearney

WHEREAS the Corporation of the Town of Kearney charges various fees for licenses, permits and services offered by the Corporation;

AND WHEREAS Section 8 of the Municipal Act, S.O. 2001 (herein after referred to as the “Act”) provides that the powers of a municipality under the Act or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS Section 9 of the Act provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act or any other Act;

AND WHEREAS Section 391 of the Act authorizes municipalities to impose fees or charges on persons,

- (a) For services or activities provided or done by or on behalf of it;
- (b) For costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and
- (c) For the use of its property, including property under its control.

AND WHEREAS Section 398 of the Act provides the Municipality with authority to add unpaid fees and charges, including any interest on the unpaid balance, to the tax roll for any real property within the Municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in the same manner as municipal taxes;

AND WHEREAS Section 7 of the *Building Code Act*, S.O. 1992, Chapter 23, as amended, authorizes a municipal Council of a municipality to pass a By-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof;

AND WHEREAS Section 69 (1) of the *Planning Act*, R.S.O. 1990, Chapter P. 13, as amended, provides that a Municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters;

NOW THEREFORE THE CORPORATION OF THE TOWN OF KEARNEY enacts as follows:

1. Definitions:
 - 1.1 “**Act**” means the *Municipal Act, S.O. 2001*
 - 1.2 “**By-law**” means this By-law, as amended from time to time.
 - 1.3 “**Town**” means The Corporation of the Town of Kearney.
 - 1.4 “**Council**” means the elected Council of the Town.
2. That the fees and charges for various municipal services and activities, including applicable taxes, be established in the Schedules attached hereto and forming part of this By-Law as follows:
 - Schedule “A” Corporate Services – Clerk’s Department
 - Schedule “B” Corporate Services – Finance Department
 - Schedule “C” Planning Department
 - Schedule “D” Facilities / Recreational Programming and Trails
 - Schedule “E” Public Works
 - Schedule “F” Transfer Station
 - Schedule “G” Fire Department
 - Schedule “H” Building Department
3. That the attached Schedules may be amended from time to time as deemed expedient by Council and that the complete By-law be reviewed within one year to ensure the appropriateness of the fee structure and every three (3) years thereafter.

4. That with respect to Planning Department fees, the applicant/agent and the owner shall understand, acknowledge, and accept that the Town does not retain as full-time staff professional engineer, planners and solicitors that the Town contracts out private firms for these services. The applicant/agent and/or the owner SHALL be jointly and severally liable for paying to the Town all costs it incurs in processing or reviewing the applications including but not limited to fees for planning, engineering and legal services, together with any Town administration fees. The Town shall notify the applicant/agent and/or owner from time to time of any costs incurred by the Town and the applicant/agent and/or the owner shall have thirty (30) days to pay the Town for those costs after notice is given. In the event that the applicant/agent and/or the owner do not pay those costs within thirty (30) days, the Town has a right to apply any deposit held against those costs and further to cease doing any work on the review of this application until such time as all outstanding costs are paid in full.
5. Notwithstanding that a tariff of fees is prescribed, the Council of the Town may reduce the amount of, or waive the requirement for the payment of a fee at its discretion in cases of hardship where it is determined that the action for which the fee is to be charged will be for the general benefit of the municipality and its ratepayers;
6. Where the provisions of this By-law may conflict with any other By-Laws, this By-Law shall prevail.
7. This By-Law shall be known as the "Fees & Charges By-Law".
8. That By-law 2024-53 is hereby repealed on the date this by-law comes into full force and effect.
9. This By-Law shall come into full force and effect as of January 1st, 2026.

Read a First, Second and Third time and finally passed this _____, 2025

Mayor

Clerk

SCHEDULE "A"
TO BY-LAW NUMBER 2025-71
CORPORATE SERVICES – CLERK'S DEPARTMENT

| Fee Title | Fee Plus applicable taxes | Fee Basis |
|--|--------------------------------------|---|
| Photocopies Black & White | \$0.30 \$0.35 \$1.00 | Per page 8.5" x 11" Per page 8.5 " x 14" Per page 11" x 17" |
| Plotter | \$5.00 | Per sqft |
| Community Groups | \$0.10 \$0.15 \$0.50 \$3.00 | Per page 8.5" x 11" Per page 8.5 " x 14" Per page 11" x 17" Per sqft |
| Photocopies Colour | \$0.50 \$0.75 \$2.00 | Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17" |
| Community Groups | \$0.20 \$0.50 \$1.00 | Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17" |
| Faxes – Outgoing | \$2.00 | Per page |
| Faxes – Incoming | \$1.00 | Per page |
| Freedom of Information Request | \$5.00 | Per request as per legislation |
| FOI records search | \$7.50 | Per legislation - –per ¼ hour |
| Lottery License | 3% of prize value | Per OLGC regulations |
| Dog License | \$30.00 \$10.00 \$5.00 | Lifetime Annual Replacement tag |
| Kennel License | \$100.00 | Annually |
| Each dog tag for Kennel dogs | \$5.00 | |
| Replacement Kennel License | \$50.00 | |
| Annual Trailer / Camper license | \$700.00 | Annually |
| Monthly Trailer/Camper License | \$150 | Per month of licensing season maximum 3 months per season (May – Nov) |
| Marriage License | \$150 | Per License |
| Remove Property Standards Order from Title | \$100.00 | Per application |
| Line Fence Dispute Administration Fee | \$100.00 plus legal fees | Per application |
| Civic Address Signs | \$45.00 | New signs with pole |
| Replacement Civic Address Sign | \$20.00 | Replacement Sign (no pole) |
| Replacement Pole | \$25.00 | |
| Civic Address Install Fee | \$50.00 | |
| Commission Documents | \$5.00/document for non-residents | |

SCHEDULE "B"
TO BY-LAW NUMBER 2025-71
CORPORATE SERVICES – FINANCE DEPARTMENT

| Fee Title | Fee Plus Applicable Taxes | Fee Basis |
|-------------------------|---|--|
| Tax Certificates | \$65.00 | Per roll |
| Returned Items (NSF) | \$45.00 | Per cheque |
| Tax Sale Registrations | \$250.00 \$300.00 \$75.00 \$500.00 | First Notice Fee – plus actual costs Final Notice Fee – plus actual costs Extension Agreement – plus actual costs Public Tender Process – plus actual costs |
| Tax history search | \$30.00 | Per hour |
| Credit Card Service Fee | 2% | On all services aside from Transfer Station fees at the Transfer Stations |

SCHEDULE "C"
TO BY-LAW NUMBER 2025-71
PLANNING DEPARTMENT

Administration fee per application and all costs associated with the application be borne by the applicant for all Planning & Legal Applications

| Fee Title | Fee Plus applicable taxes | Fee Basis |
|--|--|-----------|
| Zoning By-law Amendment | \$750.00: Residential \$1,500.00: Commercial Plus \$1,000: Deposit (each) | |
| Official Plan Amendment | \$1,000.00: Residential \$2,000.00: Commercial Plus \$1,000.00: Deposit (each) | |
| Minor Variance | \$750.00 Plus \$1,000: Deposit each | |
| Consent (Severance) Validation, Foreclosure, Power of Sale | \$400.00 \$50.00 Plus \$1,000.00 Deposit (each) | |
| Agreements – Development, Subdivision, Consent, Condo, User Mtce. and Site Plan | \$500.00 Plus \$1,000.00 Deposit (each) | |
| Plan of Subdivision / Condominium | \$1,500.00 Plus \$1,000.00 Deposit (each) | |
| Road/Shore Road Allowance Closing Application Fee Road & Shore Road Allowance Purchase | \$600.00 Appraised value Plus \$1,000.00 Deposit (each) | |
| Deeming By-law | \$500.00 Plus \$1,000.00 Deposit each | |
| Staff Review/Report Fee | \$500.00 | |
| Pre-consultation Report | Residential: \$150.00 Plus Deposit \$2000.00 Commercial: \$200.00 Plus Deposit \$3000.00 Subdivision: \$500.00 Plus Deposit \$4000.00 | |
| Property Information Report | Residential: \$200.00 Commercial: \$400.00 | Per roll |

NOTE:

1. When necessary, the Town of Kearney reserves the right to require a deposit amount for the purpose of retaining professional services (solicitor, engineer, planner) in all applications within this schedule.
2. With respect to Planning Department fees, the applicant and the owner shall understand, acknowledge and accept that the Town of Kearney does not retain as full-time staff, professional engineers, planners and solicitors and that the Town of Kearney contracts out these services.
3. The applicant and the owner **SHALL** be jointly and severally liable for paying to the Town of Kearney all costs incurred in processing or reviewing applications including but not limited to fees for planning, engineering and legal services, together with any Town of Kearney administration fees.
4. The Town of Kearney shall notify the applicant and owner from time to time of any costs incurred by the Town and the applicant and the owner shall have thirty (30) days to pay the Town for those costs after notice given. In the event that the applicant and the owner do not pay those costs within

thirty (30) days, the Town has the right to apply the deposit held against those costs and further, to cease work on this application until such time as all outstanding costs are paid in full

SCHEDULE "D"
TO BY-LAW 2025-71
Facilities / Recreational Programming and Trails

| Fee Title | Fee Plus applicable taxes | Fee Basis |
|---|---|---|
| Gymnasium- Weddings and other large group affairs | \$800 | Includes ½ day before event, event day and ½ day clean up (gym & kitchen) |
| Gymnasium- all other events | \$100 (M – Thur.) \$150 (F,S,S) \$50 | Per 4 hour rental – for all purposes Each additional hour (or part thereof) |
| Gymnasium only – Kearney Taxpayers only | \$25 (Mon-Fri - rental must be during business hours) | Per 1 hour rental (max.3 hours) Recreation only (must be used during office hours) |
| Bar Area / Kitchen | \$100 (M – Thur.) \$150 (F,S,S) \$50.00 | Per 4 hour rental Each additional hour (or part thereof) |
| Security/cleaning deposit | \$250 | Due at time of booking (areas to be cleaned by user or fee will be retained) |
| SOCAN Music Fees | \$31.72 \$63.49 | Without dancing With dancing |
| Seniors Room with Kitchen | \$100 \$25.00 | Per 4 hour event Each additional hour (or part thereof Per hour (or part thereof) |
| Recreation Programming Fees | | As set by the Committee |
| Additional Amenities | As per Rental Agreement | |

SCHEDULE "E"
TO BY-LAW NUMBER 2025-71
PUBLIC WORKS

| Fee Title | Fee Plus applicable taxes | Fee Basis |
|--|--------------------------------------|---|
| Driveway Culvert Permit Application | \$300.00 \$500.00 | Administration fee – non refundable Deposit – Refund subject to correct install |
| Road Occupancy Permit | \$100 | Per Year |
| Work on Town Property | Letter of Credit for \$10,000.00 | Letter of credit per event to be held pending damage |

SCHEDULE "F"
TO BY-LAW NUMBER 2025-71
TRANSFER STATION

| Fee Title | Fee Plus HST | Fee Basis |
|--------------------------------------|---|--|
| Swipe/Plastic Transfer Station Card | \$10 | Replacement card |
| Additional bags of garbage | \$2 | For each bag over limit |
| UNSORTED BAG of Garbage or Black Bag | \$10 | Additional Fee |
| Small Appliances Large Appliances | \$10 Free \$35 \$10 | Sinks, toilets, etc. Metal and Tagged – Freon removed <u>With</u> Freon - Fridge, freezer, air-conditioner Non-metal and Tagged – Freon removed |
| Furniture | \$2 off Swipe/Plastic Transfer Station Card/small item \$20/large item | Small: umbrella, rug, mat, dining chair, lamp Large: Couch, Love Seat, Chair, Mattress, Box Spring, Kitchen Set, Dining Set |
| Construction Waste | 1.50/cu.ft | |
| Asphalt shingles | \$2.50/cu. ft | |
| Electronics & Tires | Free | |
| Vacation Rental Kit | \$5.00 each or 10 for \$45.00 | |

SCHEDULE "G"
TO BY-LAW NUMBER 2025-71
CLASSES OF PERMITS - FIRE DEPARTMENT

| Fee Title | Fee Plus applicable taxes | Fee Basis |
|--|---|---|
| Fire (Burn) Permit | \$2 \$20 \$50 | Evening campfire (3 days) Incinerator/campfire (per season) Day burn (per day) |
| Green Leaf 911 Sign To identify Solar Photovoltaic Installation | \$15 | Per reflective green leaf sticker |
| <u>False Alarm</u> 1 st False Alarm | No Charge | Per Vehicle and staff |
| 2 nd and subsequent false alarms in any 12 month period | \$410 minimum - Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney | |
| Open Fire without a permit | \$250 Minimum <u>Plus</u> Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney | Minimum charge Cost of vehicle, staff |
| Fire Department response fees – <i>Indemnification Technology®</i> | Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney Should the Insurer pay the coverage to the Property Owner, the Property Owner is liable to remit these funds to the Town or its representative | For each call |
| Fire CALL response to extinguish non-compliant fire | \$410 PLUS Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney | Per vehicle, Per hour |
| Fire CALL to Ministry of Natural Resources air/ground | All costs associated with extinguishment as per Agreement with MNR | |
| Fire Letter/Report | \$50 | Per Letter/Report |
| Inspection Fees | \$100 \$60/hr \$100 \$50 \$100 | Per Inspection : Single family dwelling with 1 re-inspection (no wood burning appliance) Apartment or multi unit building, per Inspector In-home day care Additional inspections Special Needs home |

| | | |
|------------------------------------|--|--|
| | <p>\$110/hr</p> <p>\$100</p> <p>\$75</p> <p>\$100</p> <p>\$75/hr</p> | <p>Nursing home inspections (2 persons)</p> <p>Liquor Licence Inspection</p> <p>Follow-up inspections</p> <p>Retail/Commercial facility</p> <p>Restaurant, per Inspector</p> |
| Copy and Release Inspection Report | \$50 | Per Release |

SCHEDULE "H"
TO BY-LAW NUMBER 2025-71
BUILDING DEPARTMENT FEES – AS PER CURRENT BUILDING BY-LAW

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No.2025-72

Being a By-law to Control Noise within The Town of Kearney

WHEREAS Section 129 a) of the Municipal Act 2001, S.O. c.25 as amended authorizes the municipality to prohibit, regulate and otherwise control noise;

AND WHEREAS people have a right to and should be ensured an environment free from unusual, unnecessary or excessive noise which may degrade the quality and tranquility of their life or cause nuisance;

AND WHEREAS it is the policy of the Council to reduce and control such noise or vibration;

NOW THEREFORE the Council of the Corporation of The Town of Kearney hereby enacts as follows:

1. DEFINITIONS

"Appliance" means a household device whether fixed or portable;

"Applicant" means a person or persons seeking an exemption of either a temporary or permanent nature from the provisions and requirements of this By-law;

"Construction" includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose and includes any work in connection therewith;

"Construction Equipment" means any equipment or device designed and intended for use in construction or material handling, including but not limited to, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers or trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;

"Conveyance" includes a vehicle and any other device employed to transport a person or persons or goods from place to place but does not include any such device or vehicle if operated only within a building;

"Council" means the Council of The Municipal Corporation of The Town of Kearney;

"Excessive Noise" means noise under human control and of such a nature as to interfere with the peace, comfort and convenience of any person. The person making the complaint must not be in or at the same place where the noise is being emitted;

"Emergency Vehicles and Equipment" means any emergency services vehicle including fire trucks, ambulances, police vehicles, utility emergency vehicles, loud speakers or emergency siren and any other method of acquiring the public's attention during an emergency situation or mock disaster practice scenario owned by or operation on behalf of The Town of Kearney, the Province of Ontario, the

Government of Canada or such agencies including but not limited to Canadian National Railway, Enbridge Gas, or Hydro One;

"Generator" means a device which consumes fuel (i.e. propane, diesel, natural gas) to produce electrical power;

"Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle designed and intended for, or used by, the general public for the passage of vehicles;

"Motorized Conveyance" means a conveyance propelled or driven otherwise than by muscular, gravitational or wind power;

"Noise" means unwanted sound and vibrations;

"Owner" means the registered owner of the land from which noise originates and also includes a trustee acting on behalf of the registered owner, the estate of a registered owner and a person with a leasehold interest in the land;

"Point of Reception" means any place on a property where sound or vibration is heard, the source of which does not originate from same property:

"Public Park" means any open space or recreational area, owned or controlled by The Municipal Corporation of The Town of Kearney, commission or other authority established under any statute of the Province of Ontario;

"Service Vehicle" means a vehicle operated by or on behalf of The Town of Kearney or private contractor, while such vehicle is being used in the clearing and removal of snow, sanding or salting;

2. PROHIBITIONS

- 2.1 No person or owner shall emit, cause or permit the emission of noise, which is clearly audible to a person at a point of reception, resulting from an act listed in Schedule "A" - Prohibitions within the prohibited time shown for such an act.
- 2.2 No person or owner shall emit, cause or permit the emission of excessive noise, which disrupts the normal living or working environment of a person at a point of reception, resulting from an act listed in Schedule "A" - Prohibitions, regardless of the prohibited time as listed.

3. GENERAL EXEMPTIONS

- 3.1 Notwithstanding any other provision of this By-law, it shall be lawful to emit or cause or permit the emission of sound or vibration in connection with emergency measures undertaken:
 - a) For the immediate health, safety or welfare of the inhabitants or any of them: or
 - b) For the preservation or restoration of property;unless such sound or vibration is clearly of a longer duration, or nature more disturbing than is reasonably necessary to accomplish such emergency purpose.
- 3.2 The operation of service vehicles.

3.3 Audible pedestrian signals.

3.4 Section 2.2 of this By-law shall be deemed not to apply to the following:

- a) Reasonably necessary sound or vibration related to industrial or commercial operations.

4. GRANT OF EXEMPTION BY COUNCIL

4.1 Notwithstanding anything contained in this By-law, any person may make application to Council to be granted an exemption from any of the provisions of this By-law with respect to any source of sound or vibration for which he/she might be prosecuted. Council, by resolution, may refuse to grant any exemption or may grant the exemption applied for or any exemption of lesser effect. Any exemption granted shall specify the time period, not in excess of six (6) months during which it is effective and may contain such terms and conditions as Council sees fit.

4.2 In deciding whether to grant the exemption, Council shall give the applicant and any person opposed to the application an opportunity to be heard and may consider such other matters as it sees fit.

4.3 Breach by the applicant of any of the terms or conditions of the exemption shall render the exemption null and void.

5. SEVERABILITY

If any section or sections of this By-law or parts thereof are found by a court of law to be illegal or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and all other sections or parts of this by-law shall be deemed to be separate and independent there from and to be enacted as such.

6. CONFLICT

If a provision of this By-law conflicts with an Act or regulation or another By-law the provision that is the most restrictive shall prevail.

7. PENALTY

Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction, shall be liable to a fine of not more than five thousand (\$5,000.00) dollars, as provided for in the *Provincial Offences Act, R.S.O. 1990, Chapter P. 33*.

8. SHORT TITLE

This By-law may be cited as the "Noise Control By-law"

9. REPEAL

This By-law repeals By-Law Number #.2017-30 Being a By-Law to regulate or prohibit noise in the Town of Kearney.

10. SCHEDULES

The schedules to this by-law shall be deemed to form part of this By-law.

11. ENACTMENT

That this By-law shall take effect on the date it is passed.

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Corporate Seal attached hereto, this 11th day of December, 2025.

THE CORPORATION OF THE
TOWN OF KEARNEY

Mayor

Clerk

SCHEDULE "A"
By-law 2025-72 – Noise Control By-law

| | Prohibitions | Prohibited Period of Time |
|----|--|--|
| 1 | The operation of any electronic devices intended for the production, reproduction or amplification of sound. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 2 | The operation of any auditory signaling device including but not limited to the ringing of bells or gongs and the blowing of horns or sirens or whistles. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 3 | The operation of any construction equipment or in connection with construction. | 9:00 p.m. one day to 7:00 a.m. the next day |
| 4 | The operation of a toy, model or replica of a larger device, that has no function other than amusement. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 5 | The operation of any motorized conveyance other than on a highway or authorized snowmobile trail. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 6 | The operation of a motorized conveyance resulting in excessive noise. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 7 | Persistent barking, whining or other similar persistent noise making by a domestic pet. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 8 | The operation of any powered or nonpowered tool, equipment or appliance for domestic purposes other than snow removal. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 9 | The operation of solid waste bulk lift or refuse compacting equipment. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 10 | Yelling, shouting, hooting or hollering. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 11 | Loud playing of musical instruments. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 12 | The detonation of fireworks or explosive devices not used in construction. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 13 | The operation of a motorized conveyance in such a way as to rev the engine beyond what is required for normal operation and maintenance. | 11:00 p.m. one day to 7:00 a.m. the next day |
| 14 | The operation of a Generator to provide power to a residential dwelling other than during a power outage or other than during the construction phase prior to power being installed in the constructed building. | 11:00 p.m. one day to 7:00 a.m. the next day |

SCHEDULE "B"
By-law 2025-72 – Noise Control By-law

Part I Provincial Offences Act

| ITEM | SHORT FORM WORDING | PROVISION CREATING OR DEFINING OFFENCE | SET FINE |
|------|--|--|----------|
| 1 | Permitting noise from electronic device during prohibited time | Section 2.1 schedule A (1) | \$300.00 |
| 2 | Permitting noise from auditory signaling device during prohibited time | Section 2.1 schedule A (2) | \$300.00 |
| 3 | Permitting noise from construction equipment during prohibited time | Section 2.1 schedule A (3) | \$300.00 |
| 4 | Permitting noise from a toy, model or replica during prohibited time | Section 2.1 schedule A (4) | \$300.00 |
| 5 | Permitting noise from a motorized conveyance during prohibited time | Section 2.1 schedule A (5) | \$300.00 |
| 6 | Permitting noise from a motorized conveyance resulting in excessive noise | Section 2.1 schedule A (6) | \$300.00 |
| 7 | Permitting persistent noise from a domestic pet during prohibited time | Section 2.1 schedule A (7) | \$300.00 |
| 8 | Permitting noise from any tool, equipment or appliance during prohibited time | Section 2.1 schedule A (8) | \$300.00 |
| 9 | Permitting noise from solid waste bulk lift or refuse compacting | Section 2.1 schedule A (9) | \$300.00 |
| 10 | Making or permitting noise by yelling, shouting, hooting or hollering during a prohibited time | Section 2.1 schedule A (10) | \$300.00 |
| 11 | Permitting noise from loud playing of musical instruments during prohibited time | Section 2.1 schedule A (11) | \$300.00 |
| 12 | Permitting noise by detonating fireworks or explosive devices during prohibited time | Section 2.1 schedule A (12) | \$300.00 |
| 13 | Permitting the operation of a motorized conveyance in such a way to rev the engine | Section 2.1 schedule A (13) | \$300.00 |
| 14 | Permitting noise from a domestic generator during prohibited time | Section 2.1 schedule A (14) | \$300.00 |

Note: The penalty provision for the offence listed above is Section 7 of By-law 2025-72, a certified copy of which has been filed.