



AGENDA

REGULAR COUNCIL MEETING
Council Chambers
Friday, May 15th, 2020 - 1:00 p.m.

NOTE: A Closed Session will commence at the end of the meeting.

1. **Call the Meeting to Order**
2. **Approval of Agenda**
3. **Declaration of Pecuniary Interest and the General Nature Thereof**
4. **Delegations/Presentations**
 - (a) **Delegations**
 - (i) **Jim Sutton re:** [Proposal to purchase Road Allowance](#)
 - (ii) **Maureen Armstrong re:** [Reimbursement/waiver of Building Permit fees](#)
 - (b) **Presentations - Nil**
5. **Minutes**
 - (a) **Adoption of Minutes**
 - (i) **Regular Meeting,** [Draft Minutes – April 24th, 2020](#)
 - (ii) **Public Meeting,** [Draft Minutes – April 24th, 2020](#)
 - (iii) **Special Meeting,** [Draft Minutes – May 1st, 2020](#)
 - (iv) **Special Meeting,** [Draft Minutes – May 8th, 2020](#)
 - (b) **Receive Committee Minutes**
 - (i) **Almaguin Highlands Health Centre Committee re:** [Agenda - May 8th, 2020](#); Minutes – draft March 6th, 2020
 - (ii) **Joint Waste Management Committee re:** [Draft Minutes – April 22nd, 2020](#); [2019 Financial Statements](#)
6. **Committee Resolutions for Consideration - Nil**
7. **Public Meetings (Pursuant to the *Planning Act*)**
 - (a) **Report and Resolution re:** [Amendment to Zoning By-law No. 2002-28, as amended RZ-01-20 \(DEWAR\)](#)
 - (b) **By-law No. 2020-xx re:** [To amend Zoning By-law No. 2002-28, as amended RZ-01-20 \(DEWAR\)](#)
8. **Public Meetings (Pursuant to the *Municipal Act*) - Nil**
9. **Unfinished Business – Nil**
10. **Reports and By-laws**
 - (a) **Building**
 - (i) **Report re:** Maureen Armstrong request for waiver of Building Permit Fees
 - (ii) **Report and Resolution re:** [Request from McMurrich/Monteith](#) to extend Agreement
 - (b) **Planning - Nil**
 - (c) **Operations**
 - (i) **Transfer Station Report –** [for the period April 17, 2020 to May 5, 2020](#)
 - (ii) **Report and Resolution re:** [Garbage Pick-up](#)

(d) Administration

- (i) **Report and Resolution re:** [Short Term Property Rentals](#)
- [Checklist](#) from Blue Mountain
 - [Licence](#) from Blue Mountain
 - [By-law from Blue Mountain](#)
 - [MMAH Guide](#)
 - [Niagara-on-the-Lake](#)
 - [Niagara-on-the-Lake \(more\)](#)
 - [City of Toronto](#)
- (ii) **Draft By-law No. 2020-xx re:** [To regulate dogs](#)

(e) Treasury

- (i) **Report and Resolution re:** [Payment Register](#)
- (ii) **Report re:** [Statement of Revenue and Expenditures](#)
- (iii) **Draft By-law No. 2020-xx re:** [2020 Draft Budget](#)

(f) Fire and Emergency Services

- (i) **Report re:** [Fire Chief, Fire Department Report for Regular Council Meeting on May 15, 2020](#)
- (ii) **Draft By-law No. 2020-xx re:** [To authorize cost recovery with respect to Fire Department Specific response](#)

(g) Facilities and Buildings

- (i) **Report and Resolution re:** [Surplus stoves](#)

(h) Council Presentations

- (i) **Mayor Ballantyne re:** 2020 Regatta
- (ii) **Councillor Rickward re:** Temporary, alternate boat launch
- (iii) **Councillor Ziraldo re:** Additional Portable Sanitation Station

11. Correspondence

(a) Action Items

- (i) **Township of Mapleton re:** [Request for support – Farm Property Class Tax Rate Programme](#)
- (ii) **Township of Armour re:** [Request for support - High Speed Internet Connectivity in Rural Ontario](#)
- (iii) **Town of Grimsby re:** [Request for support – Commercial Rent Assistance Program](#)

(b) Information Items - Nil

12. Other Business - Nil

13. Closed Session

Council will enter into a Closed Session for discussion regarding:

- (a) A proposed or pending acquisition or disposition of land by the municipality
- (b) Labour Relations or Employee Negotiations

14. Business Arising from Closed Session

15. Confirming By-Law

By-Law 2020-xx being a By-law to confirm the proceedings of Council at its Public Meeting held on April 24th, 2020; at its Special Meeting held on May 1st, 2020; at its Special Meeting held on May 8th, 2020 and at its Regular Meeting held on May 15th, 2020.

16. Adjournment

2020 05 11



8 Main Street, P.O. Box 38 Kearney, ON P0A 1M0

Telephone: 705 636-7752

Fax: 705 636-0527

Email: info@townofkearney.com

NAME: Jim Sutton

MAILING ADDRESS: 173 Varcob Rd

Quakie Ont L1E 0J1

PHONE NO: 416 5781125

COUNCIL MEETING DATE: Oct 4 / 19

GENERAL NATURE OF DELEGATION: Purchase Property
SEE PROPOSAL

WRITTEN PRESENTATION TO BE PROVIDED TO THE CLERK

The personal information contained in communications directed to Council and its Advisory Committees is collected under the authority of the Municipal Act, 2001, as amended, and will be used to assist Council and Committee Members in their deliberations. Questions about this collection should be addressed to the City Clerk at 8 Main Street, Box 38, Kearney, Ontario, P0A 1M0, by telephone 705 636 7752, or by email clerkadministrator@townofkearney.com.

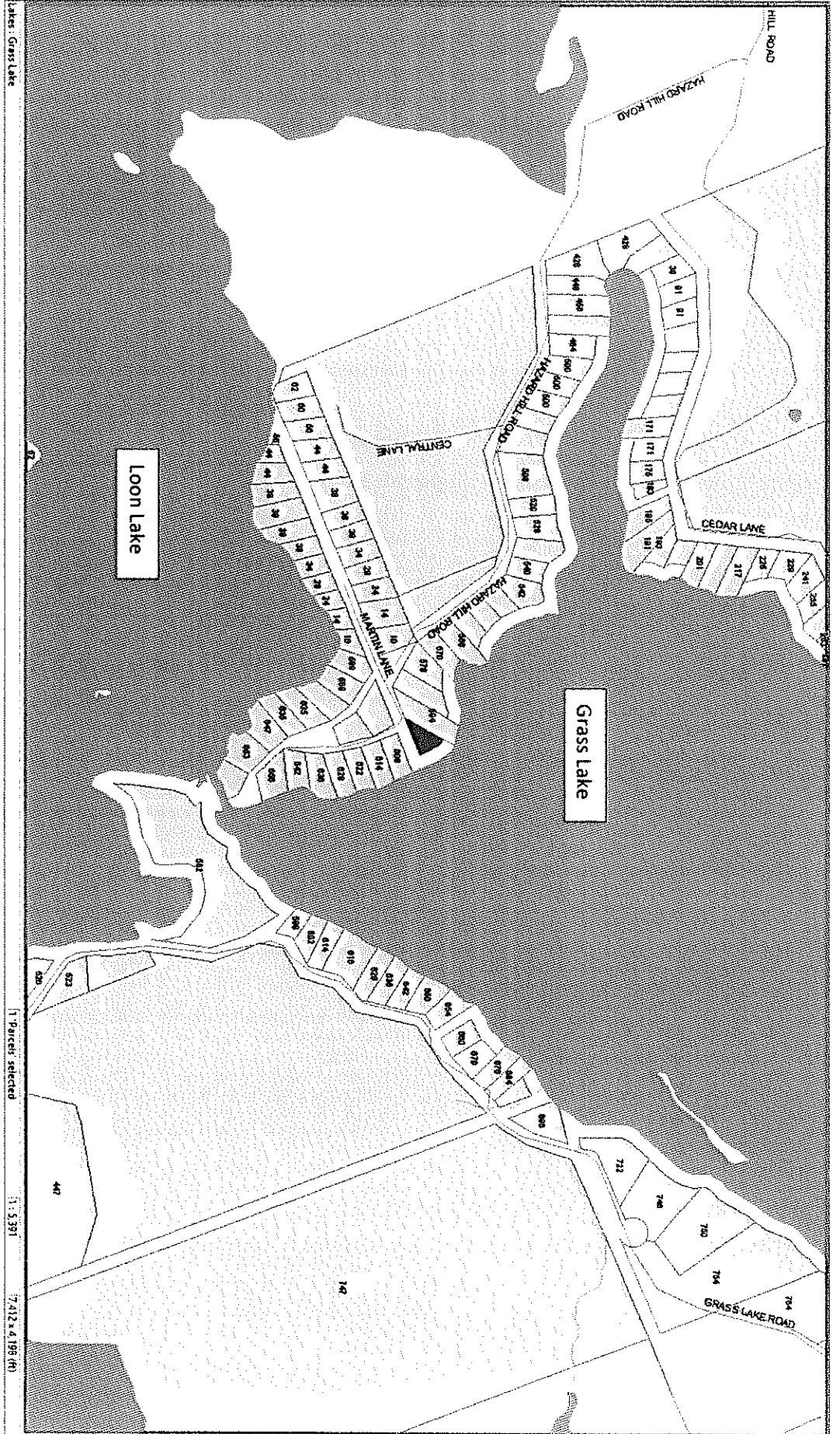
Communications addressed to Council and its Advisory Committees will become part of the public record and will be placed on a public agenda and made available electronically through the Town of Kearney internet website. Anonymous communications sent to Council or to its Committees will NOT be accepted.

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.

[Signature]
(Initials)

SIGNATURE: [Signature]

DATE: Sept 9 / 19



Layer: Grass Lake

1 Parcels selected

1: 5.391

7: 412 x 4.198 (ft)

September 2019

Proposal To



C/O Linda Moyer
Town Planner

FROM

Jim & Gail Sutton
604 Hazard Hill
Kearney, Ontario

Contact Info:

Jim: 416 578 1125
Gail: 416 729 1597
Cottage: 705 636 9057
jim@bigbark.ca

We wish to purchase 66" of town property directly to the east of our LOT PART 1 (SUTTON)

Our lot is irregular that comes to a point on the south side with access from the Grass/Loon Lake association Private road

Our purchase was conditional on Town council granting permission to cut across a very small portion of the Road allowance, which council granted February 2002

- This particular parcel of land is 66" wide and cuts across a private road maintained by Grass & Loon Lake Association
 - It is not wide enough to facilitate new dwelling
 - It is too steep to launch boats
 - There is no easy access for a public beach.
 - Waterfront is deep with Giant boulders on the shoreline
 - No Parking
-

The main purpose for us to acquire this property is to protect our FAMILY investment

- New council could have a change of heart
- Neighbor on opposite side of Allowance could purchase and cut us off from entering our property
- Neighbor could sell to investor who wishes to RENT. Purchasing would provide a buffer

We are prepared to:

- Cover the cost of lawyers representing both sides: Town of Kearney and Sutton's
- Cover the cost of Land Transfers etc.
- Cover the cost of New Survey
- Purchase at a fair and reasonable rate

Funds could go towards:

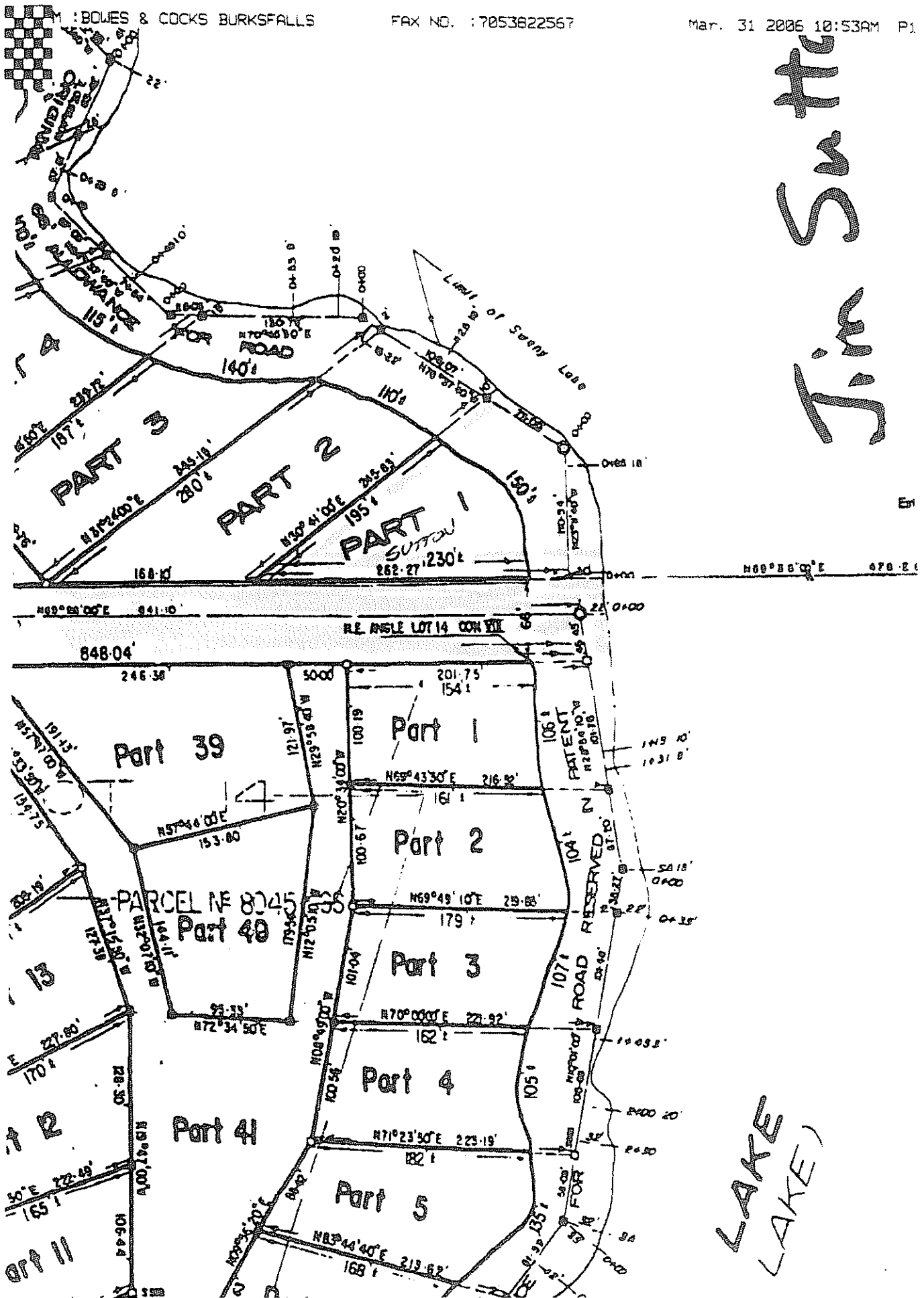
- Library (Books, Computer etc.)
- Seniors residence
- Town Improvements

ALSO this parcel of land would allow the town to charge a property tax annually

Included:

- Survey map showing parcels of land
- Council permission letter
- Photo from lake of allowance shoreline
- Loon Lake boat launch (bottom Hazard Hill)
- Grass Lake North end Public Beach
- Loon lake boat launch at Damn

NOTE: Paul Ziraldo was kind enough to tour the property In August and can provide additional comments



with
Sutton
Lake

LAKE
(LAKE)



"REGULAR COUNCIL SESSION

AGENDA: 3a)

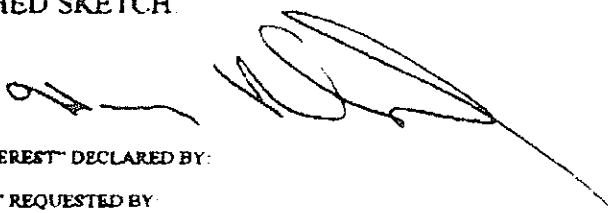
SESSION DATE: FEBRUARY 15, 2002

MOVED BY: Wayne Fetterley

SECONDED BY: Tom Adair

BE IT RESOLVED THAT

COUNCIL HAS NO OBJECTION FOR A DRIVEWAY TO BE ON THE UNOPENED ROAD ALLOWANCE ADJACENT TO LOT 1, PLAN PSR1665 (SUTTON) AS PER THE ATTACHED SKETCH.

"CARRIED" 

"CONFLICT OF INTEREST" DECLARED BY:

"RECORDED VOTE" REQUESTED BY:

YEAS	NAYS
<u>TOM ADAIR</u>	
<u>WAYNE FETTERLEY</u>	
<u>EARL HERRON</u>	
<u>RICK PHILIP</u>	
<u>HARVEY RICKWARD</u>	
<u>ROBERT TILLEY</u>	
<u>CHARLES ZUMMACH</u>	
<u>TOTAL</u>	<u>CLERK</u>

Hazard Hill Boat Launch



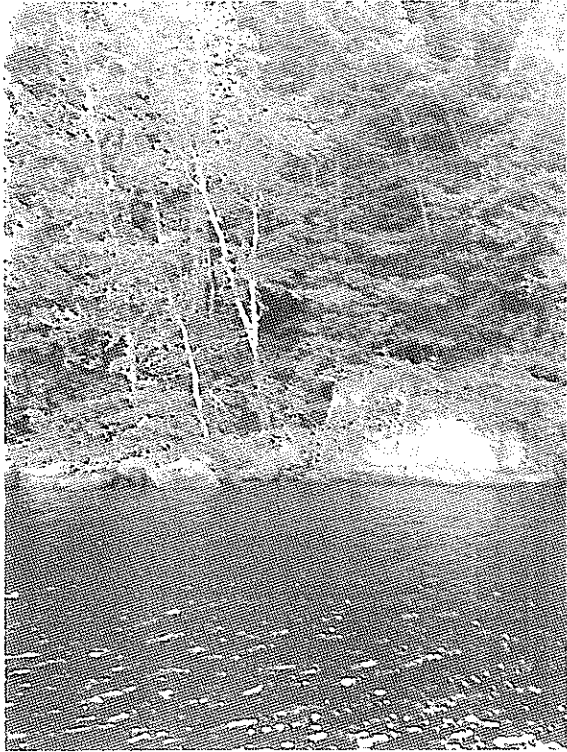
Grass lake N Public Beach



Loon Lake Boat Launch- East side



Proposed property lake front



Proposed Property Lake View 66"





8 Main Street, P.O. Box 38 Kearney, ON P0A 1M0

Telephone: 705 636-7752

Fax: 705 636-0527

Email: admin@townofkearney.ca

NAME: Maureen Armstrong

MAILING ADDRESS: 49 Gray Jay Lane, P.O. Box 151

Kearney, Ontario P0A 1M0

PHONE NO: 705-627-0016

COUNCIL MEETING DATE: May 15, 2020

GENERAL NATURE OF DELEGATION: Reimbursement / waiver of Building Permit fees

A WRITTEN COPY OF THE PRESENTATION IS REQUIRED WITH ALL DELEGATION REQUESTS

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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.

M.A.
(Initials)

Maureen Armstrong

SIGNATURE: _____

DATE: _____

May 5, 2020

Outline of Presentation to Kearney Town Council (May 15, 2020)

My former partner, Wayne Hahn, and co-owner of my property (49 Gray Jay Lane, Kearney Ontario) applied for a Building Permit in around 2014/2015 (I am not sure of the exact date) to build a pole barn. After much back and forth with 2 different Engineers and the Town of Kearney, he decided not to continue with his plans to build the pole barn. He paid \$925 for this building permit, which was never awarded due to zoning issues.

Then in 2016 (unsure of exact date) Wayne applied for a permit, which was granted, to change the pitch of the roof on the cottage. Brian Horseman, Building Inspector, could not give an exact price for the building permit for the roof, so Wayne provided him with a blank cheque.

Wayne and I have since parted ways back in 2016 and I purchased my half of the property from Wayne on April 16, 2020.

Back in September 2019, Wayne asked me to request his \$925 permit fee back from the Town, as he was never awarded with the permit and never proceeded with the build. I went to see Brian Horseman at the Town and he told me that we had to send a letter to request the fees back. He also noted that when he looked into it, he noticed that the building permit for the roof was never paid. I was surprised at this, but he said that the Town could not cash a blank cheque, so it was returned to Wayne. I want to note, that we never received any notification from the Town that there was an outstanding amount owing for the building permit on the roof, (and this is now 4 years after the roof was complete). I informed Brian Horseman to reduce the amount owing to Wayne, by the amount of the roof permit. He told me he would do so, but I had to send a letter. I therefore sent a letter, signed by Wayne, to Brian Horseman via email on October 3, 2019, requesting that the \$925 fee for the building permit be returned to Wayne, less the amount for the roof, which Brian noted was \$640 (this amount seemed quite high for changing the pitch of the roof - we checked with others and they agreed).

Anyway, I assumed this was all taken care of and when I spoke to Wayne in February, he said he had not received any response from Brian Horseman or the Town of Kearney.

I then contacted Brian Horseman on February 24th and he responded on February 27th. He apologized for not responding to my email of October 3, 2019, and said he just became aware of this letter (5 months later). He sent Wayne a letter on that date (February 27th) which he shared with me on March 5th. The letter stated that they were keeping 50% of the permit fees for the pole barn as per by-laws and as the amount for the roof permit was \$640, we therefore still owed \$177.50 and had 30 days to pay this fee or the permit would be revoked and we would have to apply for a new permit for the roof.

Wayne did not react kindly to this response, nor did I. I do want to say that I really love this town, and I want to make it my home, but I do feel this is really unjustified. If I hadn't pursued this back in September 2019, I would have never known about the outstanding permit fee for the roof (after 4 years). Then it took Brian Horseman over 5 months to respond to our request (only after I followed up) and then he was giving us 30 days to pay. Wayne has tried to call the Town on numerous occasions but indicated there was no answer and he didn't know anyone's extension number.

Now that I have bought Wayne out, and this property is 100% mine, I do not want this hanging over me. I am requesting that this \$177.50 be waived in good faith. The permit fee for the pole barn should more than cover this and it was the Town that stopped Wayne from proceeding, not his doing, so they should not be keeping 50% of the fee.

I am hoping that Council will find it in the best interest of everyone to waive these fees and we can all move forward.

Maureen Armstrong
Proud Owner of 49 Gray Jay Lane, Kearney, ON P0A 1M0



The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A 1M0

MINUTES

REGULAR COUNCIL MEETING

VIA Remote Access

Council Chambers

Friday, April 24th, 2020

1:00 p.m.

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip, Mike Rickward, Liz Stermsek and Paul Ziraldo

Staff Present: Brenda J. Fraser, CAO | Clerk | Treasurer
Keven Beaucage, Deputy Clerk, Deputy Treasurer
Brian Horsman, Chief Building Official
Ross Gattozzi, Operations Manager
Cindy Filmore, Office Assistant

1. **Call the Meeting to Order**

Res. No. 1/24/04/2020 Liz Stermsek, Paul Ziraldo

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney on April 24th, 2020 be declared open and called to order at 1:02 p.m. **CARRIED**

Moment of Silence in tribute to families of the victims of the mass shooting in Nova Scotia.

2. **Approval of Agenda**

Res. No. 2/24/04/2020 Cheryl Philip, Mike Rickward

BE IT RESOLVED that the Agenda of the Regular Council Meeting of the Corporation of the Town of Kearney on April 24th, 2020 be adopted as circulated. **CARRIED**

3. **Declaration of Pecuniary Interest and the General Nature Thereof** – None noted.

4. **Delegations/Presentations**

(a) **Delegations**

(i) **Julie Thur re: Island Lake Boat Launch**

Discussion of Council resulted in the following Resolutions.

Res. No. 4(a)(i)/24/04/2020 Liz Stermsek, Paul Ziraldo

WHEREAS at their Special Meeting on April 14, 2020, Council determined that our public boat launches are deemed a recreational amenity and shall be closed to the public until further notice, in accordance with COVID-19 regulations/legislation;

AND WHEREAS Council also determined that special consideration may be given to permanent residents with water access only, on a case by case basis, by means of an exemption letter from the Town Office;

AND WHEREAS Council has discussed additional information with regard to seasonal residents with water access only;

NOW THEREFORE BE IT RESOLVED that special consideration may also be given to seasonal residents with water access only properties, on a case by case basis, by means of providing name and License plate number to the Town Office.

Recorded Vote Requested by: Deputy Mayor Liz Stermsek

Philip, Cheryl Yes

Rickward, Mike Yes

Stermsek, Liz No

Ziraldo, Paul Yes

Ballantyne, Carol Yes

CARRIED

Res. No. 4(a)(ii)/24/04/2020 Paul Ziraldo, Cheryl Philip

WHEREAS the Council of the Corporation of the Town of Kearney passed Resolution No. 3.1(a)/14/04/2020 regarding the closure of our public boat launches;

AND WHEREAS a request has been received to reconsider this application;

AND WHEREAS two-thirds of Council are required to vote in favour of reconsidering a decision made by Council;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the By-law to Govern the Calling, Place and Proceedings of Meetings of Council and Committees, shall reconsider Resolution No. 3.1(a)/14/04/2020 at the Special Council meeting on May 1st, 2020.

CARRIED

Recorded Vote Requested by: Mayor Ballantyne

Philip, Cheryl	Yes
Rickward, Mike	Yes
Stermsek, Liz	Yes
Ziraldo, Paul	Yes
Ballantyne, Carol	Yes

CARRIED

(b) Presentations – Nil

5. Minutes

(a) Adoption of Minutes

- (i) **Regular Meeting**, Draft Minutes – April 3rd, 2020
- (ii) **Special Meeting**, Draft Minutes – April 14th, 2020

Res. No. 5(a)(i)-(ii)/24/04/2020 Mike Rickward, Liz Stermsek

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney approves the Minutes of the Council Meeting(s) as follows:

- (i) **Regular Meeting**, Draft Minutes – April 3rd, 2020
- (ii) **Special Meeting**, Draft Minutes – April 14th, 2020

CARRIED

(b) Receive Committee Minutes - Nil

6. Committee Resolutions for Consideration - Nil

7. Public Meetings (Pursuant to the Planning Act) – Nil

8. Public Meetings (Pursuant to the Municipal Act) - Nil

9. Unfinished Business – Nil

10. Reports and By-laws

(a) Building

- (i) **By-law No. 2020-xx re: Building Permit Fees**

Res. No. 10(a)(i)/24/04/2020 Liz Stermsek, Mike Rickward

By-law No. 2020-15, Being a By-law respecting Construction, Demolition, Change of Use, Conditional Permits and Inspections, be read a first, second and third time and numbered 2020-15 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book.

CARRIED

(b) Planning

- (i) **Report and Resolution re: Deeming By-laws (GASKELL/PRICHARD/WILSON)**

Res. No. 10(b)(i)/24/04/2020 Mike Rickward, Paul Ziraldo

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the presentation of individual By-laws to deem Lots 14, 15, 17, 20 and 21 on Plan No. M-89 not to be lots on a Registered Plan of Subdivision for Planning Act purposes (GASKELL/PRICHARD/WILSON).

CARRIED

- (ii) **By-law No. 2020-xx re: Deeming By-law (Lot 14, Plan M-89)**

Res. No. 10(b)(ii)/24/04/2020 Paul Ziraldo, Liz Stermsek

By-law No. 2020-16, Being a Deeming By-law to designate Lot 14, Plan M-89, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-16 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book.

CARRIED

- (iii) **By-law No. 2020-xx re: Deeming By-law (Lot 15, Plan M-89)**

Res. No. 10(b)(iii)/24/04/2020 Mike Rickward, Paul Ziraldo

By-law No. 2020-17, Being a Deeming By-law to designate Lot 15, Plan M-89, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-17 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book.

CARRIED

(iv) **By-law No. 2020-xx re: Deeming By-law (Lot 17, Plan M-89)**

Res. No. 10(b)(iv)/24/04/2020 Cheryl Philip, Liz Stermsek

By-law No. 2020-18, Being a Deeming By-law to designate Lot 17, Plan M-89, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-18 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book. **CARRIED**

(v) **By-law No. 2020-xx re: Deeming By-law (Lot 20, Plan M-89)**

Res. No. 10(b)(v)/24/04/2020 Cheryl Philip, Paul Ziraldo

By-law No. 2020-19, Being a Deeming By-law to designate Lot 20, Plan M-89, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-19 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book. **CARRIED**

(vi) **By-law No. 2020-xx re: Deeming By-law (Lot 21, Plan M-89)**

Res. No. 10(b)(vi)/24/04/2020 Mike Rickward, Liz Stermsek

By-law No. 2020-20, Being a Deeming By-law to designate Lot 21, Plan M-89, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-20 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book. **CARRIED**

Shore Road Allowance – Public Comments

(vii) **Report and Resolution re: Original Shore Road Allowance Purchase (BOLDUC)**

Res. No. 10(b)(vii)/24/04/2020 Liz Stermsek, Paul Ziraldo

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports approval of a By-law to stop up, close and sell part of the original shore road allowance in front of Lot 18, Concession 2, Lot 6, Plan M-100, Geographic Township of Proudfoot, now in the Town of Kearney, District of Parry Sound, described as Part 1, Plan 42R-2174. (BOLDUC) **CARRIED**

(viii) **By-law No. 2020-xx re: Stop up, Close and Sell part of Original Shore Road Allowance in front of Lot 18, Concession 2, Lot 6, Plan M-100, geographic Township of Proudfoot (BOLDUC)**

Res. No. 10(b)(viii)/24/04/2020 Cheryl Philip, Mike Rickward

By-law No. 2020-21, Being a By-law to stop up, close and sell part of the original shore road allowance in front of Lot 18, Concession 2, Lot 6, Plan M-100, Geographic Township of Proudfoot, now in the Town of Kearney, District of Parry Sound, described as Part 1, Plan 42R-21374 (BOLDUC), be read a first, second and third time and numbered 2020-21 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book. **CARRIED**

(ix) **Resolution and By-law No.2020-xx re: Deeming By-law (BOLDUC)**

Res. No. 10(b)(ix)(a)/24/04/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports approval of a By-law designating Lot 6, Plan M-100 not to be a lot on a registered Plan of Subdivision for Planning Act purposes. (BOLDUC) **CARRIED**

Res. No. 10(b)(ix)(b)/24/04/2020 Mike Rickward, Cheryl Philip

By-law No. 2020-22 Being a Deeming By-law to designate Lot 6, Plan M-100, not to be a Lot on a Registered Plan of Subdivision for Planning Act purposes, be read a first, second and third time and numbered 2020-22 and the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and be engrossed in the By-law Book. **CARRIED**

(c) Operations

(i) **Transfer Station Report – for the period March 27, 2020 to April 14, 2020 – Report only.**

(ii) **Report and Resolution re: Back-Hoe Tender**

Res. No. 10(c)(ii)/24/04/2020 Cheryl Philip, Liz Stermsek

WHEREAS the Town of Kearney requested Tenders for the purchase of a new Backhoe which closed April 17, 2020;

AND WHEREAS three (3) Tenders were received, as follows:

- | | | |
|----|--------------------------------|--------------|
| 1. | Toromont (2020 model) | \$178,427.00 |
| 2. | Brandt (2020 model) | \$183,500.70 |
| 3. | Tracks and Wheels (2018 model) | \$169,272.87 |

AND WHEREAS Staff have reviewed each submission with respect to: Being a new 2020; Specifications; Delivery Timeline; and Warranty and recommends the purchase from Toromont;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the recommendation from the Operations Manager, authorizes the purchase of the 2020 CAT Backhoe from Toromont, in the amount of \$178,427.00 (HST included). **CARRIED**

(iii) Report and Resolution re: Bridges

Res. No. 10(c)(iii)/24/04/2020 Mike Rickward, Paul Ziraldo

WHEREAS Council has requested Tulloch Engineering provide designs for a replacement structure for the Cashman Creek Bridge on Hwy 518 East;

AND WHEREAS five (5) Bridge design options have been provided;

AND WHEREAS Council and Staff have reviewed the design options;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, supports the purchase of the Precast Arch Bridge at an estimated Construction Cost of \$1,300,000.00. **CARRIED**

(iv) Report and Resolution re: Equipment Bids

Res. No. 10(c)(iii)/24/04/2020 Paul Ziraldo, Liz Stermsek

WHEREAS Council authorized Staff to advertise for Equipment Bids for the rental of equipment and operators for the 2020 Construction Season;

AND WHEREAS three (3) bids were received:

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney authorizes Staff to utilize the bids received for the 2020 Construction Season, as the Operations Manager deems appropriate. **CARRIED**

(d) Administration

(i) Discussion and Resolution re: Rent for MNR room

Res. No. 10(d)(i)/24/04/2020 Cheryl Philip, Mike Rickward

WHEREAS in accordance with the Provincial Emergency Declaration, Ontario Provincial Parks are closed until further notice;

AND WHEREAS a portion of the Kearney Community Centre is made available for use by the Ministry to issue permits to those entering Algonquin Provincial Park;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney shall waive the rental fee for the Park Office, until the Park Office is needed for permit issuance upon the re-opening of our Provincial Parks. **CARRIED**

(e) Treasury

(i) Report and Resolution re: Payment Register

Res. No. 10(e)(i)/24/04/2020 Liz Stermsek, Paul Ziraldo

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney has received the 'List of Accounts' and has no objections to be noted with regard to Cheques #29753 to #29774 in the total amount of \$80,447.38. **CARRIED**

(ii) Discussion and Resolution re: Date for next Budget Meeting

Res. No. 10(e)(ii)/24/04/2020 Cheryl Philip, Mike Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney shall hold a Special Meeting on Friday May 1, at 9:30 a.m. for further discussions regarding our 2020 Budget;

AND FURTHER this meeting will be held via remote access. **CARRIED**

(f) Fire and Emergency Services

(i) Report re: Fire Chief, Fire Department Report for regular Council meeting on April 24, 2020. – Report only.

(g) Facilities and Buildings

(i) Report and Resolution re: Surplus Equipment

Res. No. 10(g)(i)/24/04/2020 Paul Ziraldo, Liz Stermsek

WHEREAS Council directed that the surplus KCC propane stoves were to be sold by Tender;

AND WHEREAS the Tender closing on March 30, 2020 received no bids;

AND WHEREAS the Tender was extended to April 20, 2020 and one bid was received, however this bid did not meet the minimum bid requirements;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney directs Staff to re-tender for 2 weeks for review at the next Regular Meeting of Council. **CARRIED**

(h) Council Presentations

(a) Mayor Ballantyne re:

(i) Discussion and Resolution re: Swimming Lessons
Discussion of Council resulted in the following Resolution.

Res. No. 10(h)(a)(i)/24/04/2020 Liz Stermsek, Paul Ziraldo

WHEREAS the Provincial Emergency Order has ordered the closing of outdoor recreational amenities;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney has discussed the provision of Summer Swimming Lessons and determines that we will call Magnetawan about this. **DEFERRED**

- (ii) **Discussion re: Air B & B's**
Council requested Staff prepare a report on Air B & B's for the next Regular Meeting.

11. Correspondence

(a) Action Items

- (i) **Municipality of McDougall re: Request for support - Public Health funding**

Res. No. 11(a)(i)/24/04/2020 Liz Stermsek, Paul Ziraldo

WHEREAS the North Bay Parry Sound District Health Unit has advised municipalities of the following changes in the funding formula:

- Change from 25/75 municipal/provincial to 30/70 for mandatory programs; and
- Change from 100% provincial funding to 30/70 for a number of other related programs;

AND WHEREAS these changes will result in a 42% increase in the municipal levy, commencing in 2021, with no increased service delivery;

AND WHEREAS small rural Northern Ontario municipalities do not have the financial resources to fund this 42% increase due to:

- Sparse populations and small tax bases making it difficult to raise the requisite funds and also provide core mandated municipal services to residents; and
- Residents' annual income being well below the provincial poverty level, with many on fixed incomes and raising municipal property taxes will create significant hardship;

AND WHEREAS the province of Ontario is currently reviewing the mandate and operations of Public Health Units;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney requests that the Corporation remain under the auspices of the North Bay Parry Sound District Health Unit and under the Rural & Northern Ontario designation;

AND FURTHER Council requests that public health be funded through regular provincial taxation, not municipal property taxation;

AND FURTHER that Jim Pine, Facilitator of the Public Health Modernization consultations, review the current funding formula for Public Health and Rural & Northern Ontario municipalities, proposing exemptions for the Province to implement for 2021. **CARRIED**

- (ii) **Township of Armour re: Travel Restrictions to Small Communities; Post-Secondary Education Students in Health Care Placements**

Res. No. 11(a)(ii)(a)/24/04/2020 Mike Rickward, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the position of the Township of Armour, as attached hereto, with respect to "Travel Restrictions to Small Communities". **DEFEATED**

Res. No. 11(a)(ii)(b)/24/04/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the position of the Township of Armour, as attached hereto, with respect to "Post-Secondary Education Students in Health Care Placements". **CARRIED**

(b) Information Items - Nil

12. Other Business – Nil

13. Closed Session

Council will enter into a Closed Session for discussion regarding:

- (a) Labour Relations or Employee Negotiations (x2)

Res. No. 13(a)/24/04/2020 Cheryl Philip, Mike Rickward

BE IT RESOLVED that the Council of the Corporation of the town of Kearney enters into Closed Session in accordance with Section 239, (1), (2), (3) and (3.1) of the Municipal Act, c. 25, S.O. 2001, as amended, at 2:45 p.m. for discussion regarding:

- (a) Labour Relations or Employee Negotiations (x2) **CARRIED**

Res. No. 13(b)/03/24/2020 Cheryl Philip, Mike Rickward

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvene in Open Session and report on matters discussed in Closed Session. Closed Session adjourned at 3:06 p.m. **CARRIED**

14. Business Arising from Closed Session

Mayor Ballantyne reported on matters discussed in Closed Session.

15. Confirming By-Law

By-Law 2020-xx being a By-law to confirm the proceedings of Council at its Special Meeting held on April 14th, 2020 and at its Regular Meeting held on April 24th, 2020.

Res. No. 15/24/04/2020 Paul Ziraldo, Liz Stermsek

By-law No. 2020-23, Being a By-law to confirm the proceedings of Council at its Special Meeting held on April 14th, 2020 and at its Regular Meeting held on April 24th, 2020, be read a first, second and third time and numbered 2020-23 and that the said By-law be signed by the Mayor and Clerk, sealed with the Seal of the Corporation, and engrossed in the By-law Book. **CARRIED**

16. Adjournment

Res. No. 16/24/04/2020 Mike Rickward, Paul Ziraldo

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 3:08 p.m. to meet again at 9:30 a.m. on May 1st, 2020 in the Council Chambers, Kearney, Ontario. **CARRIED**

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Carol Ballantyne, Mayor

Brenda J. Fraser, Clerk



MINUTES
PUBLIC COUNCIL MEETING
As per *The Municipal Act*
Held during the Regular Council Meeting
on Friday, April 24th, 2020

Regarding: SHORE ROAD ALLOWANCE PURCHASE (BOLDUC)

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip, Mike Rickward, Liz Stermsek and Paul Ziraldo

Staff Present: Brenda J. Fraser, CAO|Clerk|Treasurer
Linda Moyer, Planning Technician

7. Public Hearings (Pursuant to the *Municipal Act*)

(a) Report and Resolution re: Original Shore Road Allowance Purchase (BOLDUC)

Mayor Ballantyne stated that we have before us a request to purchase part of the Original Shore Road Allowance in front of Lot 18, Concession 2, Lot 6, Plan M-100 in the geographic Township of Proudfoot, designated as Part 1, Plan 42R-21374.

The Mayor asked if the Planning Technician had received any written concerns.

The Planning Technician noted that no concerns had been received.

The Mayor asked if the applicant was present, if the applicant would like to make any comments.

The applicant was not present.

The Mayor asked if anyone wished to make representation on the proposed By-law for the closure and sale of the shore road allowance.

There were no representations.

The Mayor asked if Council had any questions. There were no questions from Council.

Mayor Ballantyne asked if the Planning Technician had anything further to add.

The Planning Technician stated that there was nothing further.

Mayor Ballantyne then read the Resolution regarding the Original Shore Road Allowance Purchase (BOLDUC).

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Carol Ballantyne, Mayor

Brenda J. Fraser, Clerk



The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A 1M0

MINUTES

SPECIAL COUNCIL MEETING REMOTE ACCESS - Council Chambers Friday, May 1st, 2020 9:30 a.m.

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip, Mike Rickward, Liz Stermsek and Paul Ziraldo

Staff Present: Brenda J. Fraser, Clerk Administrator
Keven Beaucage, Deputy Clerk, Deputy Treasurer
Ross Gattozzi, Operations Manager
Cindy Filmore, Senior Office Assistant
Marjorie Robinson, Financial Consultant

1. 1.1 Call the Meeting to Order
Res. No. 1/01/05/2020 Mike Rickward, Paul Ziraldo
BE IT RESOLVED that the Special Council meeting of the Corporation of the Town of Kearney on May 1st, 2020 be declared open and called to order at 9:30 a.m. **CARRIED**

1.2 Disclosure of Pecuniary Interest and the General Nature Thereof – None noted.

1.3 2020 Budget Discussions Cont'd
Discussion of Council focused on changes to the draft budget since our last meeting including consideration of the following Resolution.
Res. No. 1.3/01/05/2020 Paul Ziraldo, Liz Stermsek
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney authorizes the Fire Chief to purchase the Bunker Gear in accordance with the quoted price, prior to the increase in cost. **CARRIED**

2. COVID-19 – Outdoor Recreational Amenities

2.1 Boat Launches – Reconsideration of Resolution
Discussion of Council resulted in the following Resolution.

Res. No. 3.2.1/01/05/2020 Liz Stermsek, Cheryl Philip
WHEREAS on April 14, 2020, Council determined that our Public Boat Launches are deemed a recreational amenity and would be closed to the public with an exception provided, on a case-by-case basis, for permanent residents with water access only properties;

AND WHEREAS on Friday, April 24, 2020, Council resolved to include seasonal residents with water access only properties, in this exception;

AND WHEREAS also on Friday, April 24, 2020, Council resolved to reconsider their decision to close Kearney's Public Boat Launches;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney determines that our Public Boat Launches

shall remain open to the public during the COVID-19 Pandemic;

OR

shall remain closed to the public during the COVID-19 Pandemic;

AND FURTHER, regardless of the access status of our Public Boat Launches, users of our public spaces are required to adhere to the Provincial directives to practice safe distancing by maintaining a two metre physical distance between people at all times and to refrain from using an area where physical distancing cannot be observed;

AND FURTHER the Public Boat Launches in Kearney shall be posted with COVID-19 signage;

AND FURTHER, as the Provincial government implements the stages for reopening the economy, all access to Public Boat Launches in Kearney shall change in accordance with the updated Provincial guidelines altering the access conditions, until such time as our public spaces are completely re-opened safely.

Recorded Vote Requested by Liz Stermsek

Cheryl Philip	No
Mike Rickward	No
Liz Stermsek	Yes
Paul Ziraldo	No
Carol Ballantyne, Mayor	No

DEFEATED

2.2 Docks

Discussion of Council resulted in the following Resolution.

Res. No. 3.2.2/01/05/2020 Paul Ziraldo, Liz Stermsek

WHEREAS the Province of Ontario has passed Ontario Regulation 104/20 regarding the closure of Outdoor Recreational Amenities;

AND WHEREAS Council considers Kearney’s Public Docks to be included as an Outdoor Recreational Amenity;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney determines that our Public Docks

shall remain open to the public during the COVID-19 Pandemic;

OR

shall remain closed to the public during the COVID-19 Pandemic;

AND FURTHER, regardless of the access status of our Public Docks, users of our public spaces are required to adhere to the Provincial directives to practice safe distancing by maintaining a two metre physical distance between people at all times and to refrain from using an area where physical distancing cannot be observed;

AND FURTHER the Public Docks in Kearney shall be posted with COVID-19 signage;

AND FURTHER, as the Provincial Government implements the stages for reopening the economy, all access to Public Docks in Kearney shall change in accordance with the updated Provincial guidelines altering the access conditions, until such time as our public spaces are completely re-opened safely.

Recorded Vote Requested by Liz Stermsek

Cheryl Philip	Yes
Mike Rickward	Yes
Liz Stermsek	Yes
Paul Ziraldo	Yes
Carol Ballantyne, Mayor	No

CARRIED

2.3 Beaches

Discussion of Council resulted in the following Resolution.

Res. No. 3.2.3/01/05/2020 Mike Rickward, Cheryl Philip

WHEREAS the Province of Ontario has passed Ontario Regulation 104/20 regarding the closure of Outdoor Recreational Amenities;

AND WHEREAS Council considers Kearney’s Beaches to be included as an Outdoor Recreational Amenity;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney determines that our Public Beaches

shall remain open to the public during the COVID-19 Pandemic;

OR

shall remain closed to the public during the COVID-19 Pandemic;

AND FURTHER, regardless of the access status of our Public Beaches, users of our public spaces are required to adhere to the Provincial directives to practice safe distancing by maintaining a two metre physical distance between people at all times and to refrain from using an area where physical distancing cannot be observed;

AND FURTHER the Public Beaches in Kearney shall be posted with COVID-19 signage;

AND FURTHER, as the Provincial Government implements the stages for reopening the economy, all access to Public Beaches in Kearney shall change in accordance with the updated Provincial guidelines altering the access conditions, until such time as our public spaces are completely re-opened safely.

Recorded Vote Requested by Liz Stermsek

Cheryl Philip	Yes
Mike Rickward	Yes
Liz Stermsek	Yes
Paul Ziraldo	Yes
Carol Ballantyne, Mayor	No

CARRIED

2.4 Trails

Discussion of Council resulted in the following Resolution.

Res. No. 3.2.4/01/05/2020 Paul Ziraldo, Liz Stermsek

WHEREAS the Province of Ontario has passed Ontario Regulation 104/20 regarding the closure of Outdoor Recreational Amenities;

AND WHEREAS Council considers Kearney’s Trails to be included as an Outdoor Recreational Amenity;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney determines that our Public Trails

shall remain open to the public during the COVID-19 Pandemic;

OR

shall remain closed to the public during the COVID-19 Pandemic;

AND FURTHER, regardless of the access status of our Public Trails, users of our public spaces are required to adhere to the Provincial directives to practice safe distancing by maintaining a two metre physical distance between people at all times and to refrain from using an area where physical distancing cannot be observed;

AND FURTHER the Public Trails in Kearney shall be posted with COVID-19 signage;

AND FURTHER, as the Provincial Government implements the stages for reopening the economy, all access to Public Trails in Kearney shall change in accordance with the updated Provincial guidelines altering the access conditions, until such time as our public spaces are completely re-opened safely.

Recorded Vote Requested by Liz Stermsek

Cheryl Philip	Yes	
Mike Rickward		No
Liz Stermsek	Yes	
Paul Ziraldo		No
Carol Ballantyne, Mayor		No

DEFEATED

2. 2020 Swimming Lessons

Mayor Ballantyne advised Council that she had spoken with the Magnetawan Lions Rep, who had also spoken with Red Cross and it was determined that no swimming lessons would take place this year.

3. Town Garbage Pick-up

Discussion of Council resulted in the directive for Staff to provide a Report to Council at the next regular meeting.

4. Grocery Delivery Services to vulnerable residents

Council discussed the information from Perry Township with regard to providing vulnerable residents living in our communities with a delivery program for their essential needs, during the Pandemic. Mayor Ballantyne advised Council that the Kearney Lions Club has put a program in place for Kearney residents, during the COVID-19 pandemic, whereby Lions members will pick up grocery/pharmaceutical items that have been ordered/paid for and deliver the items to the recipient(s). Council felt, at this time, we would continuing using the Lions program already in place.

5. Adjournment

Res. No. 6/01/05/2020 Mike Rickward, Cheryl Philip

BE IT RESOLVED that the Special Meeting of the Corporation of the Town of Kearney adjourn at 11:20 a.m. to meet again at 9:30 a.m. on May 8th, 2020 in the Council Chambers, Kearney, Ontario.

CARRIED

THE CORPORATION OF THE TOWN OF KEARNEY

Carol Ballantyne, Mayor

Brenda J. Fraser, Clerk



The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A 1M0

MINUTES

SPECIAL COUNCIL MEETING REMOTE ACCESS - Council Chambers Friday, May 8th, 2020 9:30 a.m.

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip, Mike Rickward, Liz Stermsek and Paul Ziraldo

Staff Present: Brenda J. Fraser, Clerk Administrator
Linda Moyer, Planning Technician
Cindy Filmore, Senior Office Assistant

1. **Call the Meeting to Order**
Res. No. 1/08/05/2020 Paul Ziraldo, Liz Stermsek
BE IT RESOLVED that the Special Council Meeting of the Corporation of the Town of Kearney on May 8th, 2020 be declared open and called to order at 9:31 a.m. **CARRIED**

2. **Disclosure of Pecuniary Interest and the General Nature thereof – None noted.**

3. **Closed Session**
Res. No. 4/08/05/2020 Cheryl Philip, Mike Rickward
BE IT RESOLVED that in accordance with Section 239, (1), (2), (3) and (3.1) of the Municipal Act, c. 25, S.O. 2001, as amended, the Council for the Corporation of the Town of Kearney will convene in Closed Session at 9:32 a.m. for discussion regarding:
 - (a) A proposed or pending acquisition or disposition of land (x3)
 - (b) Labour Relations or Employee negotiations **CARRIED**
Res. No. 4(b)/08/05/2020 Liz Stermsek, Paul Ziraldo
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvene in Open Session and report on matters discussed in Closed Session. Closed Session adjourned at 12:29 p.m. **CARRIED**

Mayor Ballantyne reported on matters discussed in Closed Session.

4. **Adjournment**
Res. No. 4/08/05/2020 Mike Rickward, Cheryl Philip
BE IT RESOLVED that the Special Meeting of the Corporation of the Town of Kearney adjourn at 12:30 p.m. to meet again at 1:00 p.m. on May 15th, 2020 in the Council Chambers, Kearney, Ontario. **CARRIED**

THE CORPORATION OF THE TOWN OF KEARNEY

Carol Ballantyne, Mayor

Brenda J. Fraser, Clerk



705-382-2900
www.almaguin-health.org

ALMAGUIN HIGHLANDS HEALTH CENTRE COMMITTEE AGENDA
May 8th 2020, 10:00AM via Zoom

- 1. CIRCULATION OF MINUTES – RESOLUTION TO ADOPT MINUTES**
Meetings of March 6th, 2020.
- 2. DELEGATIONS**
 - a) None at this time
- 3. RESOLUTIONS TO BE PASSED**
 - a) None at this time
- 4. ITEMS FOR DISCUSSION**
 - a) Financial support requests for ongoing operating costs
 - b) Financial contribution for onetime physician retention – purchase of equipment
 - c) Ontario Health Team – update
 - d) Updated website and Facebook creation
 - <https://almaguin-health.org/>
 - <https://www.facebook.com/Almaguin-Highlands-Health-Centre-103857084568736/>
 - b) Ontario Telemedicine renovation – preliminary estimated costs
 - e) Ontario Telemedicine 2020 financial contributions
 - f) Treasures report
 - g) Doctor's Day May 1st
 - h) Other business
 - letter to the editor – R. Ward, Councillor for Township of Armour
- 5. ADJOURNMENT**



705-382-2900
www.almaguin-health.org

Minutes: March 6th, 2020

Present: Norm Hofstetter, Brad Kneller, Barbara Marlow, Cathy Still, Marianne Stickland, Dennis Banka, Rod Ward, Tom Bryson and Carol Ballantyne

Regrets: Lyle Hall

Guests:

Call to order at 10:00am by Chair Bruce Campbell.

2020-008 Moved by Dennis Banka and Seconded Carol Ballantyne

THEREFORE BE IT RESOLVED THAT The Almaguin Highlands Health Centre Committee adopt the minutes from February 7th, 2020 as circulated. Carried.

Delegation: None at this time.

Items for Discussion:

1. Committee members discussed the Almaguin Highlands Health Centre website and webhosting. R. Ward will work with E. Kellogg to update the website.
2. February 14th, 2020, OHT meeting,
 - M. Stickland, R. Ward, B. Marlow and Chairman Campbell provided commentary on the OHT meeting between Muskoka, Parry Sound and Nipissing OHT representatives. Members gave the feedback that there is no desire from Parry Sound to include East Parry Sound in their OHT application. Muskoka had indicated a portion of East Parry Sound is included in the "Area" of their application. Nipissing felt that the Committee should continue to seek "in development" statues with the OHT submission, utilizing the Community Health Centre model as an example of how an Almaguin Highlands OHT would function.
M. Stickland will provide the Committee with an action plan, including initial meetings with various stakeholders as data collection continues.
E. Kellogg was asked to provide the Rural Index for Ontario guide.
Discussion of the inclusion of Machar and South River resulted in Mayor Still committing to addressing participation with those two municipalities.

3. The Secretary provided feedback regarding the discussions to expand the current OTN office. An option to renovate the current upper level lunchroom into an OTN office will achieve the same outcome with, potentially less disruption to service and minimal construction time. The Secretary will explore, at no cost to the Committee the possibility of renovating the current lunchroom and moving the lunchroom into an empty office. A report will be provided at the next Committee meeting.
4. M. Stickland provided an update on the AHHC 2020 survey.
 - A total of 444 surveys have been completed with a few paper copies brought to the March meeting yet to be inputted. Once the remaining surveys are completed the survey will be closed off.
5. Treasures report
 - The financial statement was received with no comment.
6. Other business
 - R. Ward informed the Committee of a "letter to the editor" written to the Almaguin News, although not published he will send to the Committee for information purposes in hopes the letter is in fact published.

4. RESOLUTIONS PASSED

2020-009 Moved by Barb Marlow and Seconded Tom Bryson
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Centre Committee authorizes the Treasurer to make payment to Vantage Point Strategies Inc in the amount of \$292.79 for annual webhosting services. Carried

2020-010 Moved by Brad Kneller and Seconded by Cathy Still
WHERE AS the Almaguin Highlands Health Centre Committee in 2017 learned the Burk's Falls Ontario Telemedicine Network (OTN) site would cease to operate due to aging equipment and lack of compatibility with other OTN sites;

AND WHERE AS Ontario Telemedicine Network sites are not financially supported by any Ministry or other health care service provider outside of salaries for staffing;

AND WHERE AS the Almaguin Highlands Health Centre Committee solicited and received ongoing funding from 12 Almaguin Highlands municipalities to replace expiring Ontario Telemedicine Network equipment;

AND WHERE AS the North East Local Health Integration Network provided onetime funding for the purchase of said equipment, leaving the municipal funding untouched to date;

AND WHERE AS The Almaguin Highlands Health Centre Committee has received a request from the Burk's Falls OTN Nurse for a digital blood pressure monitor, with cuffs and mobile stand, supplied by Medi Mart in the amount of \$929.13 including hst;

AND WHERE AS a purchase through Medi Mart can only be done by health care providers of which includes the Burk's Falls Family Health Team;

AND THEREFORE the Almaguin Highlands Health Centre Committee authorizes the Secretary to facilitate such purchase, up to the amount of \$1000.00, through the Burk's Falls Family Health Team, with the understanding the equipment is to be utilized for the

purpose of Ontario Telemedicine Network appointments and will remain the property of the Ontario Telemedicine Network Burk's Falls site;

AND THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Centre Committee authorizes the Treasurer to make payment to the Burk's Falls Family Health Team once the equipment is received onsite and the invoice is provided to the Secretary. Carried

Resolution: 2020-11 Moved by Carol Ballantyne and Seconded by Dennis Banka
THEREFORE BE IT RESOLVED THAT The Almaguin Highlands Health Centre adjourn at 10:55am to meet again on April 3rd, 2020 at 10:00am. Carried.

DRAFT



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

Via Email: clerk@burksfalls.ca

April 2, 2020

Nicky Kunkel, Clerk
Village of Burk's Falls
172 Ontario Street, P.O. Box 160
Burk's Falls, ON POA 1C0

Dear Ms. Kunkel:

Subject: Contribution to the Almaguin Highlands Health Centre

At a Special Meeting of Council on April 1, 2020, Perry Township Council considered the request for financial support associated with the Almaguin Highlands Health Centre.

Perry Township Council supported the request for an annual contribution in the amount of \$4,545.00 towards the Almaguin Highlands Health Centre.

The Council of the Township of Perry considers the Almaguin Highlands Health Centre an important function in our communities and would like to ensure the services are sustained.

Thank you for your continued efforts.

Yours truly,

Melinda Torrance

Melinda Torrance
Deputy Clerk
On Behalf of the Township of Perry Council

Encl. Perry Township Resolution No. 106 – April 1, 2020



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

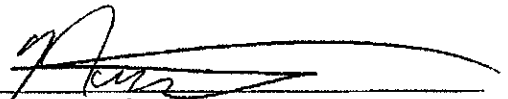
Date: April 1, 2020

Resolution No.: 2020-106

Moved By: Joe Lumley Seconded By: Paul Sowrey

Be it resolved that the Council of the Township of Perry approve an annual contribution in the amount of \$4,545.00 to the Almaguin Highlands Health Centre beginning in 2020 and made payable to the Village of Burk's Falls.

Carried: Defeated:


Norm Hofstetter, Mayor

RECORDED VOTE		
Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

Via Email: clerk@burksfalls.ca

April 2, 2020

Nicky Kunkel, Clerk
Village of Burk's Falls
172 Ontario Street, P.O. Box 160
Burk's Falls, ON POA 1C0

Dear Ms. Kunkel:

Subject: Physician Recruitment++++

At a Special Meeting of Council on April 1, 2020, Perry Township Council considered the request for financial assistance regarding physician recruitment and retention.

Perry Township Council supported the request of \$1,600 towards the physician recruitment and retention initiative.

The Township of Perry understands and appreciates the endeavours that the Almaguin Highlands Health Centre takes to ensure that our community members receive the best healthcare and would like to thank you for your continued efforts.

Yours truly,

Melinda Torrance

Melinda Torrance
Deputy Clerk
On Behalf of the Township of Perry Council

Encl. Perry Township Resolution No. 107 – April 1, 2020



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: April 1, 2020

Resolution No.: 2020- 107

Moved By: Paul Sowrey Seconded By: Jim Cushman

Be it resolved that the Council of the Township of Perry approve a one-time contribution in the amount of \$1,600.00 to the Almaguin Highlands Health Centre made payable to the Village of Burk's Falls to provide physician recruitment and retention incentives.

Carried: Defeated:


Norm Hofstetter, Mayor

RECORDED VOTE		
Council	For	Against
Councillors Jim Cushman		
Joe Lumley		
Margaret Ann MacPhail		
Paul Sowrey		
Mayor Norm Hofstetter		



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: March 10, 2020

Motion # 14

That the Council of the Township of Armour support, in principle, a donation of 1/11 of the 2019 \$50,000 deficit for the Almaguin Highlands Health Centre, if the other partners agree to pay their share of the deficit.

Moved by: Blakelock, Rod [checked], Brandt, Jerry, MacPhail, Bob, Ward, Rod, Whitwell, Wendy

Seconded by: Blakelock, Rod, Brandt, Jerry, MacPhail, Bob, Ward, Rod [checked], Whitwell, Wendy

Carried / Defeated

[Signature]

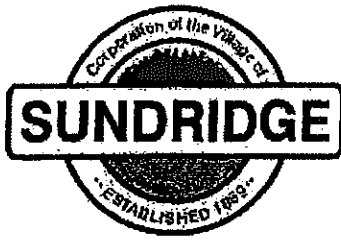
Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod, Brandt, Jerry, MacPhail, Bob, Ward, Rod, Whitwell, Wendy

For / Opposed checkboxes



P.O. Box 129, 110 Main Street, Sundridge, Ontario, P0A 1Z0

Telephone (705) 384-5316
Fax (705) 384-7874
Email: admin@sundridge.ca

Village of Sundridge Council Resolution
April 22, 2020
Item (11.4)

Resolution #2020-089

Moved By: Barbara Belrose
Seconded by: Shawn Jackson

That the Council for the Corporation for the Village of Sundridge have discussed the letter received from AHHC regarding 'Ongoing Costs', and;

That the requested breakdown of the 1112 visits and the associated municipalities (Sundridge, Strong, Joly), is not available as data was collected utilizing postal codes, and;

That Council approved of the redirection of the current municipal Ontario Health Telemedicine funds, and;

That clarification has been received regarding the request to contribute \$4,545.00 and that the \$4,545.00 contribution amount be made for the year of 2020 and any future request for a contribution be accompanied by an accurate accounting of visits by Sundridge residents so an appropriate amount can be budgeted, and that this amount does not include the \$1,600.00 for physician recruitment.

Recorded Vote	For	Against
Belrose, Barbara	X	
Hall, Lyle	X	
Hicks, Steven	X	
Jackson, Shawn	X	
Rawn, Stephen	X	
Carried.		

www.sundridge.ca



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: April 21, 2020 Resolution No. 08

Moved by: Penny Brandt

Seconded by: Celia Finley

Be it resolved that Ryerson Township Council approve the annual donation of \$4,545.00 towards ongoing operating costs of the Almaguin Highlands Health Centre

Carried Defeated

George Sterling
(Chair Signature)

Recorded Vote Requested by: _____

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Penny Brandt	✓			
	Celia Finley	✓			
	Barb Marlow	✓			
	Delynne Patterson	✓			
Mayor	George Sterling	✓			



CORPORATION OF THE TOWNSHIP OF RYERSON

Date: April 21, 2020 Resolution No. 09

Moved by: Penny Brandt

Seconded by: Celia Finley

Be it resolved that Ryerson Township Council approve the one time contribution of \$1,600.00 towards the Almaguin Highlands Health Centre for physician retention.

Carried Defeated

George Sterling
(Chair Signature)

Recorded Vote Requested by: _____

RECORDED VOTE					
Vote called by Clerk in random order, Chair to vote last					
Members of Council		Yea	Nay	Abstention	Absent
Councillors	Penny Brandt	✓			
	Celia Finley	✓			
	Barb Marlow		✓		
	Delynne Patterson	✓			
Mayor	George Sterling	✓			



28 Municipal Lane,
 P.O. Box 1120, Sundridge, Ontario P0A 1Z0
 705-384-5819 Fax 705-384-5892
www.strongtownship.com

Township of Strong Council Resolution

April 28, 2020 Regular Meeting

6.0 Comments/Communications/Correspondence

6.1 Village of Burk's Falls – Almaguin Highlands Health Centre Ongoing Costs

6.1.1 OTN Contribution Redirection

R2020-093

Moved By: Jody Baillie

Seconded by: Marianne Stickland

Be it resolved that the Council for the Township of Strong have hereby read and received the February 7, 2020 minutes for the Almaguin Highlands Health Centre Committee; and

That the Township of Strong approved at their March 13, 2018 by resolution R2018-058 a contribution of \$500 per year for four years for OTN replacement fees; and

That the Council for the Township of Strong approve the redirection of these funds for the Committee to support services.

Carried

Recorded Vote:

	<i>For</i>	<i>Against</i>
<i>Kelly Elik</i>	X	
<i>Jody Baillie</i>	X	
<i>Jason Cottrell</i>		
<i>Jeff McLaren</i>	X	
<i>Marianne Stickland</i>	X	



28 Municipal Lane,
 P.O. Box 1120, Sundridge, Ontario P0A 1Z0
 705-384-5819 Fax 705-384-5892
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Township of Strong Council Resolution
 April 28, 2020 Regular Meeting
 6.0 Comments/Communications/Correspondence

6.1 Village of Burk's Falls – Almaguin Highlands Health Centre Ongoing Costs
6.1.2 Annual Contribution Request
R2020-094

Moved By: Marianne Stickland Seconded by: Jody Baillie

That the Council for the Corporation for the Township of Strong have discussed the letter received from The Village of Burk's Falls regarding 'Ongoing Costs' of the Almaguin Highlands Health Centre, and;

That the requested breakdown of the 1112 visits and the associated municipalities (Sundridge, Strong, Joly), is not available as data was collected utilizing postal codes, and;

That clarification has been received regarding the request to contribute \$4,545.00 and that the \$4,545.00 contribution amount be made for the year of 2020 and any future request for a contribution be accompanied by an accurate accounting of visits by Sundridge, Strong and Joly residents so an appropriate amount can be budgeted.

Carried

Recorded Vote:

	<i>For</i>	<i>Against</i>
<i>Kelly Elik</i>	X	
<i>Jody Baillie</i>	X	
<i>Jason Cottrell</i>		
<i>Jeff McLaren</i>	X	
<i>Marianne Stickland</i>	X	

Erica Kellogg

From: Nicky Kunkel
Sent: Monday, April 06, 2020 1:20 PM
To: Erica Kellogg
Subject: FW: Council Resolution re: Almaguine Highlands Health Centre

Expires: Saturday, October 03, 2020 12:00 AM

From: Cindy Filmore <cindy.filmore@townofkearney.ca>
Sent: Monday, April 6, 2020 12:45 PM
To: Nicky Kunkel <clerk@burksfalls.ca>
Cc: Brenda Fraser <brenda.fraser@townofkearney.ca>
Subject: Council Resolution re: Almaguine Highlands Health Centre

Good morning, Nicky;

Hope you, and all your staff, are keeping well amid the whole Covid-19 issues. Hopefully, people will stay home and help get this resolved as quickly as possible!!

During the March 13, 2020 Regular Council Meeting, the Council of the Corporation of the Town of Kearney passed the following resolution in regard to the AHHC:

Res. No. 11(a)(ii)/13/03/2020

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney has received correspondence from the Village of Burk's Falls with regard to physician recruitment/retention, ongoing operating costs at the Almaguin Highland Health Centre and redirection of municipal derived Ontario Telemedicine Network funds and determines that Council will contribute as follows:

- *\$4,545.00 determined on an annual basis;*
- *a one time contribution of \$1,500.00 for physician recruitment; and*
- *authorizes the use of the OTN monies for other costs related to OTN*

CARRIED

We trust this resolution will be of service to your municipality, and we thank you for all your work in keeping the Almaguin Highlands Health Centre a viable and much appreciated part of the community.

Sincerely,
Cindy

Cindy Filmore
Senior Office Assistant
Town of Kearney
Ph# (705) 636-7752
Fax (705) 636-0527



705-382-2900
www.almaguin-health.org

On-going cost request of \$4,545.00

	Yay	Nay	Comments
Village of Sundridge	X		
Municipality of Magnetawan			
Township of Armour	X		Only if all contribute
Township of Ryerson	X		
Strong Township			
Joly Township			
Village of South River			
Machar Township			
Perry Township	X		
Town of Kearney	X		
McMurrich/Monteith			
Village of Burk's Falls	X		

Total contribution annually \$27,370.00

Physician Incentive request \$1600.00

	Yay	Nay	Comments
Perry Township	X		
Municipality of Magnetawan			
Township of Armour			
Township of Ryerson	X		
Village of Burk's Falls	X		
Town of Kearney	X		

Total one-time contribution \$6,300.00

[Type here]

2020 Ontario Telemedicine Contribution (requested in 2018 for five years)

	Received
Village of Sundridge	X
Municipality of Magnetawan	
Township of Armour	X
Township of Ryerson	
Strong Township	
Joly Township	
Village of South River	
Machar Township	
Perry Township	
Town of Kearney	
McMurrich/Monteith	X
Village of Burk's Falls	

Bill of Sale

In Consideration of Village Burks Falls of 172 Ontario Street, Burks Falls, Ontario, POA 1C0 (the 'Purchaser') providing \$2000.00 (the "Purchase Price") the receipt and sufficiency of which consideration is hereby acknowledged to Andrew Albert Medicine Professional Corporation of 150 Huston St , Burks Falls ,Ontario, POA 1C0 (the 'Seller'), the Seller SELLS AND DELIVERS the Property to the Purchaser.

Payment Method: The Purchaser will pay the Purchase Price to the Seller by cheque.

Property: The Seller will sell and deliver to the Purchaser the following property (the 'Property'):

Office contents of Andrew Albert M.D.

Exam rooms. (2)

- 2 automated BP tru wall units with multiple cuff sizes
- 2 desktop computers with printers
- 2 manual wall blood pressure sphygmomanometers with multiple cuff sizes
- 2 wall otoscope/ophthalmoscope units
- 4 patient exam rooms seats
- 2 physician desk chairs
- 2 armed step stools
- 2 examination stools

Physician office

- 1 office desk unit
- 1 executive chair
- 1 desktop computer with printer

Warranties: The Seller warrants that the Property is free of any liens and encumbrances and that the Seller is the legal owner of the Property. The Seller also warrants that the Seller has the full right and authority to sell and deliver the Property and that the Seller will defend the title of the Property against any and all claims and demands.

"As is" condition: The Purchaser acknowledges that the Property is sold "as is". The Seller expressly disclaims any implied warranty as to fitness for a particular purpose and any implied warranty as to merchantability. The Seller expressly disclaims any expressed or other implied warranties.


Liabilities: The Seller does not assume, nor does the Seller authorize any other person on the behalf of the Seller to assume any liability in connection with the sale or delivery of the Property.

Inspection: The Purchaser accepts the Property in its existing condition given that the Purchaser has either inspected the Property or was given the opportunity to inspect the Property but chose to not inspect it.

Governing Law: This Bill of Sale will be construed in accordance with and governed by the laws of the Province of Ontario.

Sign, Sealed, and Delivered

this 15th day of May, 2020 in the presence of:



Andrew Albert Medicine Professional Corp.

(Seller)

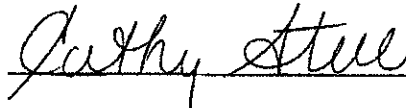


(Witness)

Witness details

Name: Nick Kunkel

Address: 172 Ontario St
Burks Falls.



Village of Burks Falls

(Purchaser)

Erica Kellogg

From: Chris Joiner <chris@stinsonelectrical.com>
Sent: Monday, March 30, 2020 12:54 PM
To: Erica Kellogg
Subject: OTN Electrical Pricing

Good afternoon Erica,

Our price to install the electrical outlets required for the OTN renovation is \$1,800.00 + HST. This includes the labour and the materials to supply and install 6 wall receptacles with 2 of the receptacles coming from the buildings generator supply panel. If you have any questions or require any additional information please let me know.

Thanks,



Chris Joiner
President
Stinson Electrical Inc.
492 Muskoka Rd. #3, Huntsville, ON, P1H 1C6
T:705-789-8082 F:705-789-8089 C:705-783-5773

Erica Kellogg

From: Julie Morrison <jempainting@outlook.com>
Sent: Wednesday, March 25, 2020 3:20 PM
To: Erica Kellogg
Subject: painting of Tellehealth room

Break down of materials and labour

Julie Morrison
705-380-7966

Patching of ceiling and walls

: 3 pails of dust control drywall mud \$30.99/pailx3=\$92.97plus tx
: 3 days Labour patching and sanding \$30/hrx8x3=\$720

Painting of ceiling

: 1 gallon of primer \$31.99 pltx
: 2 gallons of ceiling paint \$35.99x2=\$71.98pltx
: 1 days labour \$30hrx8= \$240

Painting of walls

: 2 gallons of paint \$46.99x2=\$93.98pltx
: 1 days labour \$30x8=\$240

Painting of trim

: 1 gallon of paint \$46.99pltx
: 1 days laobour \$30x8=\$240

Materials

= 3 pails dust control mud= \$92.97
1 gallon primer = \$31.99
2 gallons ceiling paint = \$71.98
2 gallons of wall paint= \$93.98
1 gallon of trim paint= \$46.99
TotalMaterials= \$337.91pltx

Labour

3 days drywall repair $\$30\text{hr} \times 8 \times 3 = \720

3 days paint $\$30 \times 8 \times 3 = \720

Total labour= \$1440

Northern Nerds
 151 Huston Street
 Box #843
 Burk's Falls ON P0A 1C0



(705) 990-6373 - jason@northernnerds.ca

Burk's Falls Family Health Team
 150 Huston St
 Burk's Falls ON P0A 1C0

Estimate # 0000171
 Estimate Date March 23, 2020
Estimate Total (CAD) \$495.16

Task	Time Entry Notes	Rate	Hours	Line Total
Regular Service	OTN Office Rewiring - West Wall - Employee Workstation - Rewire existing telephone pair and terminate on new RJ-11 telephone wall jack - Trace second telephone pair (access to basement IT room required) - Reterminate fax line to secondary pair - Terminate secondary pair into new RJ-11 wall jack - Shorten and terminate network cable on new RJ-45 wall jack	85.00	2.5	212.50
Regular Service	OTN Office Rewiring - East Wall - OTN Equipment - Reterminate existing RJ-45 network cable into a new RJ-45 jack. - Move and recable all OTN equipment - Requested 6 receptacle wall power. 2 of which should be on building generator - Test network connectivity	85.00	1.75	148.75

Item	Description	Unit Cost	Quantity	Line Total
Phone System	Dual Line - 2 Keystone - Surface Mount Modular Line Jack - RJ-11	20.00	1	20.00
Phone System	RJ-11 Connectors	1.00	4	4.00
Network	Surface Mount - RJ-45 Jack	18.75	2	37.50
Network	15ft Patch Cable - CAT6	20.00	2	40.00
Network	Bulk Network Cable - 10ft - CAT6	15.00	1	15.00
Network	RJ-45 Connectors	1.00	2	2.00
Subtotal				479.75
HST (892724675-RT0001) 13%				15.41
Estimate Total (CAD)				\$495.16

Terms

Thank you for the opportunity to quote on the listed services and/or goods.

Terms for Services: 15 Days from Invoice Date

Terms for Parts: 15 Days from Invoice Date

Custom Order Terms: All custom order systems, parts and supplies are pre-paid in full. No refunds. Exchange on failed or DOA equipment. Manufacturer warranties apply.


Validity: This estimate is valid for 15 days

- Taxes, Freight, Handling and Delivery Extra
- Prices Based on Payment via Cash, Cheque or e-Mail Transfer.
- Credit Card purchases subject to a 5% surcharge.
- No return or exchange on special order equipment.
- A restocking fee of 20% applies to the return of in-stock equipment.
- Custom Web Design and Graphic Design projects require a 50% deposit to begin work. Remainder due on delivery.

Notes

Client Info:

Burk's Falls Family Health Team
150 Huston St, Burk's Falls, ON P0A 1C0
c/o Erica Kellogg

This estimate was sent using  FRESHBOOKS

Shop Categories

Help

Hello Erica
Account Tools

(0)
Lists

All

Return to Category List

Home

Furniture & Office

Chairs

Mesh

Interior® Mesh Back Office Chairs



Previous
Item in product
family



Reloover image to zoom in

prev [See all 24 items in product family](#) next

Interior® Mesh Task Chair - Mesh Seat - High Back - Black

Item #: T97248622

Email Print

Ships same day.

44 reviews | [Write a review](#)

Price: \$ 276.95

Quantity:

Add to list

Customers Who Viewed This Also Viewed



[Interior® Mesh Task Chair with Headrest - Fabric - High Back - Black](#)



[Interior® Mesh Task Chair - Fabric - High Back - Black](#)



[Interior® Mesh Stacking Chair with Arms - Fabric - Black](#)

Frequently Purchased Together



Interior® Mesh Chair Headrest

(14)

Add

\$21.75



Interior® Office Chair Mat for Carpet - 36"W x 48"L with

(43)

Add

\$40.95



Interior® Office Chair Mat for Hard Floor - 36"W x 48"L

(39)

Add

\$40.95

Product Information

Photo/Video Gallery

Customer Review

Product Q&A

Accessories

Interior® MULTIFUNCTION PREMIUM MESH HIGHBACK CHAIR

The seat and back of this office chair is upholstered in high strength web mesh that offers elastic, breathable comfort and full body support. Mesh executive chair has a plastic trim back and seat for long life. Built-in lumbar support provides added back comfort. Height adjustable armrests help reduce arm fatigue. This ergonomic mesh chair includes independent back and seat angle adjustment and tilt lock control. 17 to 20-1/2"H pneumatic seat height adjustment. Stable 5-blade nylon base includes dual wheel swivel casters for easy mobility. Seat measures 20"W x 18-1/2"D. Back measures 19-3/4 x 23-1/2"H. Optional Vinyl Padded Headrest provides head and neck support. Easy Assembly. 2 Year Limited Warranty.

Product Specifications

BRAND	Interior® By Global Industrial
STYLE	Office Chair
ASSEMBLY	Unassembled
BACK WIDTH INCHES	19-3/4 (50.17 cm)
BACK HEIGHT INCHES	23-1/2 (59.69 cm)
BACK TYPE	High Back
DESCRIPTION	Mesh Office Chair
SEAT WIDTH INCHES	20 (50.8 cm)
SEAT DEPTH INCHES	18-1/2 (46.99 cm)
MANUFACTURERS PART NUMBER	A93342TMF+39L3
STACKABLE	No
SEAT COLOR	Black
SEAT CONSTRUCTION	Mesh
FRAME COLOR	Black
FRAME CONSTRUCTION	Plastic
NUMBER OF SEATS	1

Web Mesh Back and Seat for Ventilated Comfort and Full Body Support

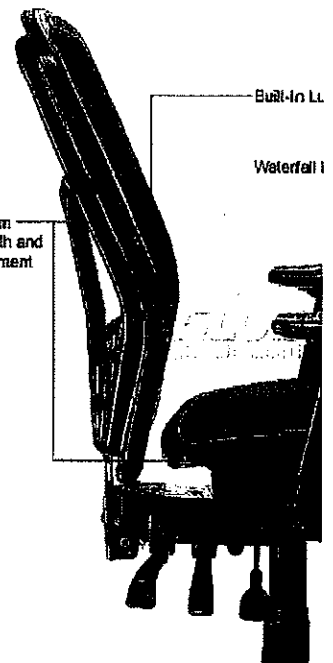
Adjustable Armrests



Stable 5 Blade Base



Plastic Trim for Strength and Reinforcement



Have A Question About This Product?






1 Question | 1 Answer

[Read All Q&A](#) [Ask a Question](#)

[Answer A Question](#)

LIMITED WARRANTY	2 Years
CERTIFIED/APPROVED	ANSI/BIFMA
ADJUSTMENT TYPE (TILT)	Independent Seat and Back
MINIMUM SEAT HEIGHT	17-3/4
MAXIMUM SEAT HEIGHT	21-1/4
CASTERS	Yes
BASE	5 Legged
CAPACITY LBS.	275 (125 kg)
ARM TYPE	Adjustable
PACKAGE QUANTITY	1

Customers Who Viewed This Also Viewed

					
Interior® Mesh Task Chair - Leather Seat - High Back -	Interior® Mesh Task Chair with Arms - Fabric - High	Interior® Mesh Office Chair with Arms - Fabric - Black	Interior® Basic Mesh Back Office Chair - Fabric - Black	Interior® Heavy Duty All Mesh Task Chair, Black	Interior® Ergonomic Stool Polyurethane - 5 Way
(21)	(9)	(55)	(1)	(3)	(245)
\$250.95	\$173.95	\$115.95	\$217.95	\$289.95	\$204.95

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Qty.	Item #
Qty.	Item #
Qty.	Item #

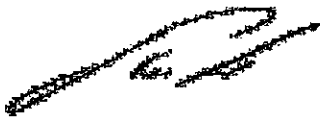
April 15, 2020

To whom it may concern,

The COVID-19 pandemic in Ontario has highlighted both our positive responses to a crisis, and some definite shortcomings in infrastructure, systems and services which need to be addressed on a long-term basis. Setting priority on solving these issues will be a challenge, given the differing agendas and the strained budgets. Solving fundamental issues should focus on the most basic needs as a starting point. One of the clear needs in a rural community such as the Almaguin Highlands, highlighted further by recent events, is the need for proper high-speed internet connectivity. Healthcare and education are both going down a path where appropriate connectivity is assumed. Like many models that move outward from metropolitan areas, this assumption is lost on rural areas. For the vast majority of households in our community, true high-speed connectivity simply does not exist. For the vast majority of future strategies in healthcare and education, there is an assumption that it does exist.

Even in areas in the Almaguin Highlands which have 'high-speed' internet, the overall infrastructure is still limited. It is certainly not designed to deal with a sudden huge peak in demand. Whereas the capacity in large urban centres is built to handle the added throughput, there are clear limitations here. The best way to explain it is a comparison to hydro. Imagine if everyone went home at the same time and turned their lights on, but because there wasn't enough hydro capacity overall, all lights were 50% dimmer than normal and some appliances simply didn't work. We no longer have to imagine what happens with internet speed during peak usage. Suddenly during the COVID pandemic, people are working from home who have never worked from home. Kids are trying to do courses on-line. People who are not working are turning on-line to stay connected. Video-conferencing, which was a totally foreign concept to many, is now part of daily routine. Any idea how much internet bandwidth video uses? It's no wonder we hit a wall.

The future of healthcare sees patients being monitored and cared for in their own homes, through the use of technology. The future of education sees students doing much of their learning on-line. The future of business and commerce sees the ability to function outside the 'bricks and mortar' of an office location. Malls disappear and on-line shopping is the norm. For some, that future has already arrived. Our area has already been drastically affected by cutbacks in the area of healthcare and education through gradual decreases in budgets and services. Technology offers us the ability to level the playing field to a great extent. High-speed connectivity cannot be seen as a luxury or a nice-to-have, any more than hydro should be seen that way. In order to solve some other problems (i.e. skyrocketing budgets in healthcare and education) the wise investment is in providing connectivity for every resident in the province.



Rod Ward
Councillor
Armour Township



Chequing

29 Apr 2020

CAD Chequing 00642-1004142

[Printable Version](#)

Current Balance ① \$20,062.28

[Download Transactions](#)

Available Balance ① \$20,062.28

Authorized Overdraft ① \$0.00

Search for a Transaction ①

Search description, amount, etc.

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2 transactions found

Date ▼	Transaction Description	Withdrawals	Deposits	Balance
6 Apr 2020	Cheque - 32	867.78		20,062.28
1 Apr 2020	Cheque - 31	292.79		20,930.06

1 of 1

Cheque # 32 blood pressure cuff purchase OTN - 2020-10
Cheque # 31 Web hosting

Erica Kellogg

From: Nicky Kunkel
Sent: Thursday, April 23, 2020 3:34 PM
To: Erica Kellogg
Subject: FW: Special Moment for Doctor's Day

Expires: Tuesday, October 20, 2020 12:00 AM

From: Charlie Mortimer <cmortimer@enterprisecanada.com>
Sent: Thursday, April 23, 2020 3:24 PM
Subject: Special Moment for Doctor's Day

Hello,

Hope you are doing well and staying healthy.

Doctors' Day happens every year on May 1 to highlight work doctors do to keep us healthy. With this year's Doctors' Day falling in the middle of COVID-19, the Ontario Medical Association is organizing a special moment so Ontarians can come together from a distance and participate in celebrating doctors.

On May 1st at 9:00 p.m., we're asking Ontarians to Shine A Light For All They Do.

We are hoping to get as many people to participate as possible and would love it if you could help us spread the word. We have some social posts that you can share through your channels ([link here](#)), and you can also find out more at <https://www.doctorsday.ca/>.

Any support you can provide is greatly appreciated! Let me know if you have any questions!

Thank you,

Charlie Mortimer

Charlie Mortimer

T- 416-729-2323

enterprisecanada.com



595 Bay Street, Suite 1202
Toronto, ON M5G 2C2

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KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE

FINANCIAL STATEMENTS

DECEMBER 31, 2019

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE

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Statements of Operations and Accumulated Surplus	4
Statement of Change in Net Financial Assets	5
Statement of Cash Flows	6
Notes to the Financial Statements	7 - 12

Independent auditor's report

To the Members of Council, Inhabitants and Ratepayers of the Contributing Municipalities of the Kearney-Perry Joint Waste Management Committee

Opinion

We have audited the financial statements of the Kearney-Perry Joint Waste Management Committee ("the Committee"), which comprise the statement of financial position as at December 31, 2019, and the statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Kearney-Perry Joint Waste Management Committee as at December 31, 2019, and its results of operations, its changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Committee in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Committee's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the Committee or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Committee's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Committee's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Committee's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Committee to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

The logo for Grant Thornton LLP, featuring the company name in a stylized, cursive script font.

North Bay, Canada
April 22, 2020

Chartered Professional Accountants
Licensed Public Accountants

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE**STATEMENT OF FINANCIAL POSITION****AS AT DECEMBER 31, 2019**

	2019	2018
FINANCIAL ASSETS		
Cash	\$ 121,914	\$ 128,220
Investments (Note 2)	306,989	299,973
Accounts receivable	18,537	18,067
	447,440	446,260
LIABILITIES		
Accounts payable and accrued liabilities	14,199	19,275
Landfill closure and post-closure liability (Note 3)	135,000	118,000
	149,199	137,275
NET FINANCIAL ASSETS	298,241	308,985
NON-FINANCIAL ASSETS		
Tangible capital assets - net (Note 5)	59,052	64,583
	59,052	64,583
ACCUMULATED SURPLUS (Note 6)	\$ 357,293	\$ 373,568

Contractual Obligation (Note 4)

APPROVED ON BEHALF OF THE COMMITTEE:

_____ Chairperson

The accompanying notes are an integral part of these financial statements

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE
STATEMENTS OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2019

	Budget 2019 (see Note 7)	Actual 2019	Actual 2018
REVENUE			
Municipal contributions - Perry	\$ 99,893	\$ 98,972	\$ 98,972
- Kearney	79,183	80,104	79,030
Other	150	7,555	6,090
TOTAL REVENUE	179,226	186,631	184,092
EXPENSES			
Materials and supplies	31,920	30,400	28,092
Contracted services	148,000	149,975	133,490
Amortization	22,500	22,531	5,532
TOTAL EXPENSES	202,420	202,906	167,114
ANNUAL SURPLUS (DEFICIT) (Note 6)	(23,194)	(16,275)	16,978
ACCUMULATED SURPLUS, BEGINNING OF YEAR	373,568	373,568	356,590
ACCUMULATED SURPLUS, END OF YEAR	\$ 350,374	\$ 357,293	\$ 373,568

The accompanying notes are an integral part of these financial statements

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE**STATEMENT OF CHANGE IN NET FINANCIAL ASSETS****FOR THE YEAR ENDED DECEMBER 31, 2019**

	Budget 2019 <i>(see Note 7)</i>	Actual 2019	Actual 2018
Annual surplus (deficit)	\$ (23,194)	\$ (16,275)	\$ 16,978
Acquisition of tangible capital assets	-	(17,000)	-
Amortization of tangible capital assets	22,500	22,531	5,532
Increase (decrease) in net financial assets	(694)	(10,744)	22,510
Net financial assets, beginning of year	308,985	308,985	286,475
Net financial assets, end of year	\$ 308,291	\$ 298,241	\$ 308,985

The accompanying notes are an integral part of these financial statements

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE**STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019	2018
Operating transactions		
Annual surplus (deficit)	\$ (16,275)	\$ 16,978
Non-cash charges to operations:		
Amortization	22,531	5,532
Change in landfill closure and post-closure liability	17,000	(2,000)
	23,256	20,510
Changes in non-cash items:		
Accounts receivable	(470)	(901)
Accounts payable and accrued liabilities	(5,076)	9,564
	(5,546)	8,663
Cash provided by operating transactions	17,710	29,173
Capital transactions		
Acquisition of tangible capital assets	(17,000)	-
Cash applied to capital transactions	(17,000)	-
Investing transactions		
Change in investments	(7,016)	(5,886)
Cash applied to investing transactions	(7,016)	(5,886)
Net change in cash	(6,306)	23,287
Cash, beginning of year	128,220	104,933
Cash, end of year	\$ 121,914	\$ 128,220

The accompanying notes are an integral part of these financial statements

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS Year Ended December 31, 2019

The Kearney-Perry Joint Waste Management Committee (the "organization") is a joint committee of the Corporation of the Town of Kearney and the Corporation of the Township of Perry, who contribute towards the organization in proportion to their relative property assessment values.

Management Responsibility

The financial statements of the organization are the responsibility of management and have been prepared in accordance with Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of significant accounting policies is provided in Note 1. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management maintains a system of internal controls to provide reasonable assurance that reliable financial information is produced. The internal controls are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements.

1. SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies adopted by the organization are as follows:

Basis of Accounting

- (i) Accrual basis of accounting
Revenue and expenses are reported on the accrual basis of accounting. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.
- (ii) Cash
Cash includes cash on hand and balances held at financial institutions.
- (iii) Investments
Investments are recorded at cost plus accrued interest.
- (iv) Non-financial assets
Non-financial assets are not available to discharge existing liabilities but are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

NOTES TO THE FINANCIAL STATEMENTS
Year Ended December 31, 2019

(a) Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Borrowing costs related to the acquisition of tangible capital assets are expensed in the year incurred. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements - 20 years
Buildings - 50 years
Machinery and equipment - 20 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Estimated closure and post-closure expenses for active landfill sites are amortized annually on the basis of capacity used during the year as a percentage of the estimated total capacity of the landfill site.

Tangible capital assets received as donations are recorded at their fair value at the date of receipt.

(v) Reserves and reserve funds

Certain amounts, as approved by the organization, are set aside in reserves and reserve funds for future operating and capital purposes. Balances related to these funds are included in the accumulated surplus of the Statement of Financial Position.

(vi) Government transfers

Government transfers are recognized in the financial statements as revenue when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the Statement of Operations as the stipulation liabilities are settled.

(vii) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. These estimates and assumptions are based on management's historical experience, best knowledge of current events and actions that the organization may undertake in the future. Significant accounting estimates include estimated useful lives of tangible capital assets and solid waste landfill closure and post-closure liabilities. Actual results could differ from these estimates.

2. INVESTMENTS

Investments are comprised of guaranteed investment certificates, bearing interest at rates ranging from 2.26% to 2.80% and maturing between February 20, 2020 and December 9, 2020.

3. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final cover and landscaping of the landfill site, management of groundwater and leachates, and ongoing environmental monitoring and site inspection. Estimated expenditures related to the closure and subsequent maintenance of this site are recognized in the financial statements over the operating life of the site, in proportion to its utilized capacity.

The liability for the landfill site is recorded at \$135,000 (2018 \$118,000) and represents the present value of closure and post-closure costs for 26% of the approved site area, using an estimated long-term borrowing rate of 2.86% (2018 3.63%) and inflation rate of 1.7% (2018 1.6%). The total estimated future expenditures - representing the sum of the discounted future cash flows for closure and post-closure care - are \$755,357 (2018 \$598,981), leaving an amount to be recognized of \$620,357 (2018 \$480,981). The estimated remaining capacity of the site is approximately 99,693 cubic metres, estimated to be filled in 54 years. Post-closure care is estimated to be required for a period of 25 years.

The organization has closure reserves of \$303,010 (2018 \$285,930) to fund this liability.

4. CONTRACTUAL OBLIGATION

In 2018 the organization renewed its contract with Waste Connections of Canada Ltd. to perform waste pick-up and landfill site services at the Rain Lake landfill site for the period January 1, 2019 to December 31, 2023. Contract prices for the first year of the contract are as follows:

- \$195.50 to \$290.25 for bin pick-ups and drop offs from the municipal transfer stations;
- \$120.00 per hour for backhoe loader use;
- \$46,800 for landfill site operations.

The contract prices are subject to an annual CPI adjustment commencing January 1, 2020.

In 2019 the organization entered into a contract with WSP Canada Inc. to perform monitoring at the Rain Lake landfill site for the years 2020 to 2024 at a base cost of \$15,175 for 2020 to 2022, and \$15,479 for 2023 to 2024.

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEENOTES TO THE FINANCIAL STATEMENTS
Year Ended December 31, 20195. TANGIBLE CAPITAL ASSETS

The tangible capital assets of the organization by major asset class are outlined below. Landfill closure-related transactions and balances are reported as land improvements.

2019				
	Land Improvements	Buildings	Machinery and Equipment	TOTAL
COST				
Balance, beginning of year	\$ 300,782	\$ 34,258	\$ 86,353	\$ 421,393
Additions and betterments	17,000	-	-	17,000
BALANCE, END OF YEAR	317,782	34,258	86,353	438,393
ACCUMULATED AMORTIZATION				
Balance, beginning of year	291,884	8,564	56,362	356,810
Annual amortization	17,529	685	4,317	22,531
BALANCE, END OF YEAR	309,413	9,249	60,679	379,341
TANGIBLE CAPITAL ASSETS-NET	\$ 8,369	\$ 25,009	\$ 25,674	\$ 59,052
2018				
	Land Improvements	Buildings	Machinery and Equipment	TOTAL
COST				
Balance, beginning of year	\$ 302,782	\$ 34,258	\$ 86,353	\$ 423,393
Additions and betterments	(2,000)	-	-	(2,000)
BALANCE, END OF YEAR	300,782	34,258	86,353	421,393
ACCUMULATED AMORTIZATION				
Balance, beginning of year	293,355	7,879	52,044	353,278
Annual amortization	529	685	4,318	5,532
Amortization disposals	(2,000)	-	-	(2,000)
BALANCE, END OF YEAR	291,884	8,564	56,362	356,810
TANGIBLE CAPITAL ASSETS-NET	\$ 8,898	\$ 25,694	\$ 29,991	\$ 64,583

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEENOTES TO THE FINANCIAL STATEMENTS
Year Ended December 31, 20196. ACCUMULATED SURPLUS

The 2019 continuity of accumulated surplus reported on the Statement of Financial Position is as follows:

	Balance Beginning of Year	Annual Surplus (Deficit)	Balance End of Year
RESERVES:			
Equipment	\$ 118,361	\$ 2,017	\$ 120,378
Closure	285,930	17,080	303,010
Monitoring Well	10,000	-	10,000
	414,291	19,097	433,388
OTHER			
Tangible capital assets	64,583	(5,531)	59,052
General operating surplus (deficit)	12,694	(12,841)	(147)
Unfunded landfill closure and post-closure costs	(118,000)	(17,000)	(135,000)
	\$ 373,568	\$ (16,275)	\$ 357,293

7. BUDGET FIGURES

The budget adopted for the current year was prepared on a modified accrual basis, and has been restated to conform with the accounting and reporting standards applicable to the actual results. A reconciliation of the adopted and reported budgets is presented below.

	Budget
ADOPTED BUDGET:	
Change in general operating surplus	\$ (12,694)
Increase in reserves	12,000
ADJUSTMENTS:	
Amortization of tangible capital assets	(22,500)
ANNUAL DEFICIT	\$ (23,194)

KEARNEY-PERRY JOINT WASTE MANAGEMENT COMMITTEENOTES TO THE FINANCIAL STATEMENTS
Year Ended December 31, 2019

8. SEGMENT DISCLOSURE AND EXPENSES BY OBJECT

Since the organization's operations are not considered diverse and operations are managed as one department, no segment disclosure has been provided. Supplementary expenses by object information is not provided as it would not provide additional meaningful information not readily determinable from the financial information provided on the Statement of Operations.

9. SUBSEQUENT EVENTS

Since December 31, 2019, the spread of COVID-19 has severely impacted many local economies around the globe. In many countries, including Canada, businesses are being forced to cease or limit operations for long or indefinite periods of time. Measures taken to contain the spread of the virus, including travel bans, quarantines, social distancing, and closures of nonessential services have triggered significant disruptions to businesses worldwide, resulting in an economic slowdown. Global stock markets have also experienced great volatility and a significant weakening. Governments and central banks have responded with monetary and fiscal interventions to stabilize economic conditions.

The organization has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations as of and for the year ended December 31, 2019 have not been adjusted to reflect their impact. The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the organization for future periods.

**JOINT WASTE MANAGEMENT COMMITTEE
MINUTES**

Wednesday April 22, 2020
Electronic Meeting Hosted at
Perry Township Office

Attendance

Board Members: Gina Newhall, Cheryl Philip, Paul Sowrey, Liz Stermsek, Jim Hilt, Jim Cushman, Art Murdy

Staff: Kim Seguin, Secretary-Treasurer

Absent:

Audience: Norm Hofstetter

The meeting was called to order at 6:05pm by the Chairperson.

Pecuniary Interest: None were declared

The minutes of the November 27, 2019 special meeting were reviewed, and it was;

Moved by: Liz Stermsek

Seconded by: Jim Cushman

Resolution 2020-08:

Be it Resolved that the minutes of the February 26, 2020 meeting of the committee be approved as circulated.

Carried

Business Arising from the Minutes:

There was no business arising from the minutes.

The accounts payable list was presented for approval, it was;

Moved by: Liz Stermsek

Seconded by: Paul Sowrey

Resolution 2020-09:

Be it Resolved that the Accounts Payable reports as of April 20, 2020, in the amount of \$190,408.06 be approved.

Carried

The 2019 Draft Financials were presented, it was;

Moved by: Cheryl Philip

Seconded by: Art Murdy

Resolution 2020-10:

Be it Resolved that the Joint Waste Committee accept the 2019 Draft Financials as presented.

Carried

The Financial Report year to date was reviewed.

Moved by: Art Murdy

Seconded by: Jim Cushman

Resolution 2020-11:

Be it Resolved that the Joint Waste Committee accept the 2020 Budget to Date report as presented.

Carried

New Business

The Report from the Secretary was reviewed regarding the perimeter fence at the landfill site was down in several places due to fallen trees. The Contractor for the landfill site was made aware and will look after getting the fence fixed.

A question was raised regarding the cover material and when the existing contract was over. The secretary advised that the 2020 was the final year for the contract and the committee would have to look at tendering for 2021. Waste Connections will be contacted regarding the depositing of crushed glass to be used for cover material and if they were still depositing it at the landfill.

A question arose about whether the Landfill committee will see any reduction in costs due to the depositing of compacted household waste once Perry has its compactor up and running. There may be but this is something we will have to look at in the future. A potential benefit will be the compacted garbage will take up less room in the site and therefore extending the life of the landfill site.

The Chairperson asked if there were any impacts to the Landfill/Joint Waste committee due to the current COVID-19 Pandemic. The secretary advised that at this time there were no significant impacts to the landfill or the Committee.

Being that there was no further business, it was;

Moved by: Liz Stermsek

Seconded by: Jim Hilt

Resolution 2020-12

Be it resolved that the Kearney Perry Joint Waste Management Committee does hereby adjourn at 6:25pm until the next regular meeting or at the call of the Chair.

Carried

Art Murdy (Acting Chairperson)

Kim Seguin Recording Secretary

These minutes are not official until reviewed and passed by the Committee.



8 Main Street, P.O. Box 38 Kearney, ON P0A 1M0
Telephone: 705 636-7752 Fax: 705 636-0527 Email: planning@townofkearney.ca

MEMORANDUM

TO: MAYOR AND COUNCILLORS

FROM: LINDA MOYER, PLANNING TECHNICIAN

SUBJECT: ZONING BY-LAW AMENDMENT – **RZ-01-20 (DEWAR)**

DATE: May 15, 2020

RECOMMENDATION:

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney approves application RZ-01-20 (DEWAR) to rezone part of lands located in Part of Lot 20, Concession 3, Part 3, Plan 42R-15069 (4214D Highway 518 E), in the Geographic Township of Proudfoot, now in the Town of Kearney, from the Residential Waterfront (RWF) Zone to the Residential Waterfront Exception Fifty-five (RWF-55) Zone to permit a reduced setback of 0 metres from the Hazard Lands Zone where 30 metres is required, to allow for the reconstruction and relocation of the cottage currently located on the property.

BACKGROUND:

An application to amend the Zoning By-law was submitted for lands located in Part of Lot 20, Concession 3, Part 3, Plan 42R-15069 (4214D Highway 518 E), in the Geographic Township of Proudfoot. It is requested that the setback to the boundary of the Hazard Lands Zone be reduced to 0 metres to allow for the reconstruction of the existing cottage located on the lands in a more suitable location. It is proposed that the new cottage and associated septic system be located further from the shoreline of Sand Lake and as a result, closer to the adjacent Hazard Lands (HZ) Zone.

The subject property is 4.2 ha. (10.42 ac.) in size and has a lot frontage of 97 m. (318.4 ft.) on Sand Lake. The property is accessed via Highway 518 E and a private right-of-way. There is a cottage built in approximately 1920 currently located on the lands.

The subject lands are zoned Residential Waterfront (RWF), Hazard Lands (HZ) and Rural (RU). The Hazard Lands Zone encompasses much of the property. The area to be rezoned is currently zoned Residential Waterfront and is adjacent to the waterfront and Hazard Lands Zone.

The required front yard setback for the Residential Waterfront Zone is currently 20 metres (65.6 ft.), although it is proposed that this setback be increased to 30 metres in the draft Zoning By-law. The

existing cottage is situated 5 metres (16.4 ft.) from the shoreline of Sand Lake. It is proposed that the new cottage and septic be set back a minimum of 30 metres from the lake in compliance with the Official Plan and Draft Zoning By-law policies.

A 30 metre setback from the Hazard Lands Zone is currently required through the general provisions of the Zoning By-law for all buildings and septic facilities.

Due to the limited buildable area on the property at the waterfront, a reduced setback to the Hazard Lands Zone is necessary to accommodate the new cottage at an increased setback from the lake. It appears that the proposed cottage will be able to be setback a minimum of 30 metres from the watercourse located within the Hazard Lands Zone.

The Hazard Lands Zone coincides with the Flood Plain Overlay based on Aerial Interpretation shown on Schedule C to the Official Plan. The Flood Plain Overlay and Hazard Lands Zone were established through interpretation of aerial photography and are typically very generously defined.


Additionally, it has been proposed that the additional setback to the Hazard Lands be removed from the Draft Zoning By-law.

COMMENTS/CONSIDERATIONS:

The Public Notice of application and Notice of Public Meeting were circulated to the prescribed persons on April 24, 2020.

To date, two submissions have been received. The first submission is from an area property owner concerned with the impact on wildlife and fish habitat, as well as with septic leaching into the water during flooding conditions; and the need to demonstrate that the proposal will have no adverse effects through an environmental impact study and geo tech study.

The second submission is from the adjacent property owner and relative of the applicants. The submission is in support of the proposed rezoning and provides additional information and background detail for the property.



Linda Moyer
Planning Technician

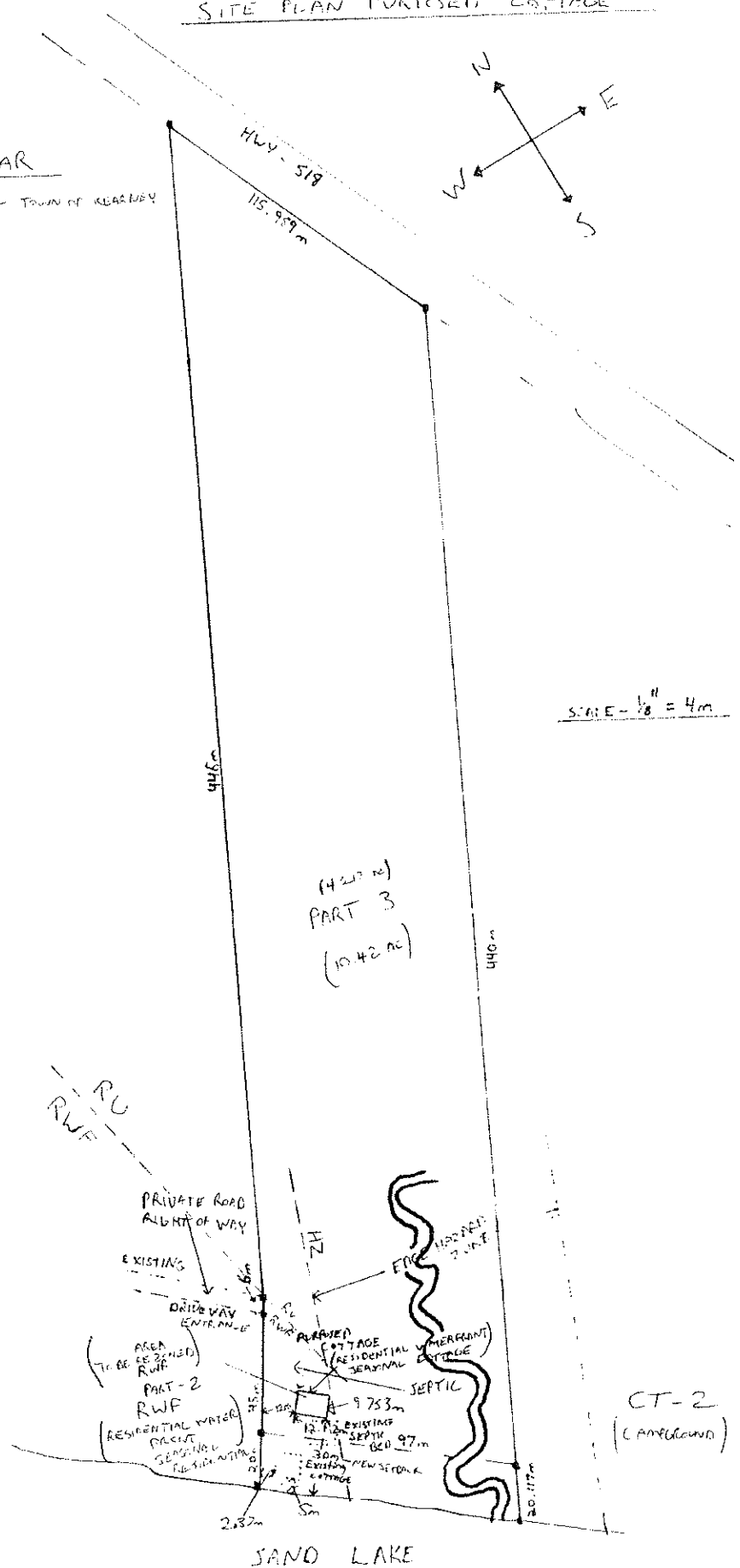
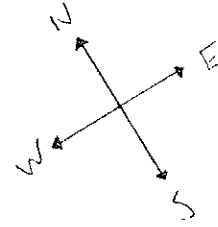
PLAN - 42R-15009

SITE PLAN NURSING COTTAGE

FRASER + SARAH DEWAR

4214 Lot 0 Highway 518 E - TOWN OF KEARNEY

PROVIDENT CON. 3 FT LOT 20
RP 42R15009 PART 3 TOGETHER
WITH ROW PCL 27055



SCALE - 1/8" = 4m

(10.42 ac)
PART 3
(10.42 ac)

RUE
RWF

PRIVATE ROAD
RIGHT OF WAY

EXISTING

DRIVEWAY
ENTRANCE

AREA
TO BE
RUE
PART - 2
RWF

RESIDENTIAL WATER
RECEIVE
SENSITIVE
SUBSTANTIATION

NURSING
COTTAGE
RESIDENTIAL
SEPTIC

SEPTIC

EXISTING
SEPTIC
BED 97m

EXISTING
NEW SEPTIC

SAND LAKE

CT-2
(CANTONMENT)

Linda Moyer

From: Tim Porter <tporter@allangmanconstruction.com>
Sent: April 28, 2020 3:59 PM
To: Linda Moyer
Subject: Dewar variance RZ-01-20

Good day Linda hope you are well.

Can you advise me if there have been any submissions for the Dewar application to rezone property to allow zero set back from the lot line? Submissions from Environmental consultants and other engineers to support this application?

I am concerned that this zero setback without the proper studies and engineering could greatly impact the creek and wildlife that inhabit that area as well as the beach at Sandhurst and surrounding cottages. This will also affect the fish habitat that is in the creek and in the lake as well.

These are just a few concerns that all residents of Sand lake should have from someone that is right on the waters edge and in a protected or hazardous zone.

If an environmental impact study and geo tech study showing there will be no adverse effects and they can demonstrate that the septic will not leach into the water sources during the course of high water (100 year flood) and all other set backs as laid out in the RWF zoning are adhered to we would support this application.

A Natural Buffer is Critical for Water Quality

A relatively recent and successful series of policy initiatives in Canadian Shield municipalities aimed at minimizing the impact of development on lake water quality has involved a variety of regulations related to the maintenance of a natural zone in the first 15 metres of land adjacent to lakes. Much research has been carried out over the past two decades regarding the ability of soils in the shield to filter phosphorous. Most of these studies have determined that it is the first 20 to 30 metres of land adjacent to lakes that provide an essential natural buffer that mitigates the impacts of development on water quality, provides habitat for wildlife and birds, retains shade on the water therefore minimizing impacts of tree removal on water temperature, filters surficial water runoff as it enters the lake and, also as a consequence, offers a buffer minimizing the impacts of development from a visual perspective.

Regards

Tim Porter

Office # 705-325-6508 ext 106

Fax # 705-325-4056

Email: tporter@allangmanconstruction.com

May 4, 2020

Town of Kearney P.O. Box 38
8 Main Street
Kearney, Ontario P0A 1M0

Re: File Number RZ-01-20 (DEWAR) Proposed By-Law to amend Zoning By-Law 2002-28 as amended.

Members of Council of the Town of Kearney,

As the owner of a property directly adjacent to the subject lands, I am writing to support application RZ-01-20 (DEWAR) to rezone part of lands described as Part 1 of Lot 20, Concession 3, Part 3, 42R-15069, in the Geographic Township of Proudfoot, now in the Town of Kearney (4214D Highway 518 E) from Residential Waterfront (RWF) Zone to the Residential Waterfront Exception Fifty-five (RWF-55) Zone. The purpose of the amendment would be to allow a reduced setback of 0 metres from the Hazard Lands Zones, where 30 metres is currently required, to allow for the construction of a new cottage and septic system.

As a matter of full disclosure, the owners of the subject property are my brother, Andrew Dewar, and my sister, Sarah Dewar, and their respective spouses.

As background, the lot the applicants are asking Kearney to rezone are part of a parcel of land originally bought by our great-grandfather over one hundred years ago. The lot was bought for our family, and four dwellings were erected on the land for our family's use and enjoyment. My brother and sister and I were left one of the cottages after the passing of our aunt in 1994. In 1999, the large lot with 4 cottages was subdivided into separate lots. Two of them subsequently passed out of the family, but the remaining two remained Dewar cottages; one owned by my siblings and I, and the other by our mother. On the passing of our mother in 2018 we ended up with two cottages shared between three individuals. By mutual agreement, Andrew and Sarah took ownership of our mother's cottage (4214 D) and I obtained sole ownership of our aunt's cottage (4214C).

The original part of Andrew and Sarah's cottage was built in the early 1920's. While it has been added on to over the years it is, by no stretch of the imagination, a cottage filled with all the modern conveniences. It is full of dry rot and carpenter ants. It is located quite close to the lake and, as a result, it has needed to be jacked up several times. The last time it was jacked up, we realized it could not sustain another jacking and remain in one piece. Every year when it is opened for the summer, it is a game to see how much it has shifted and, as a result, which doors and windows will not open, and which doors and windows will not close.

Many of the issues with the cottage arise as a result of how close the cottage is to the lake. When it was built over ninety years ago, not only was land use planning not even something to be considered when buildings were erected, but the lake level was lower

and so the setback was greater than it is now. Today, there cannot be more than 10 or 15 feet from the cottage to the edge of the water.

The cottage needs to be moved back from the lake. However, because it is in rough shape, it will not survive the move, so Andrew and Sarah have opted to rebuild it.

The reduction of setback from the Hazard Land zone from 30 metres to 0 metres seems like a drastic reduction. And under normal circumstances it would be. However, as I have heard Council members say on numerous occasions, each application must be looked at on its own merits. If you look at a topographical map of the property, you can see that Ayres Creek meanders back and forth across most of the lot. It starts on the south side of the property, where the Dewar property abuts Sandhurst, and proceeds northerly across the property, crossing the 518 just south of our driveway. The floodplain of this creek is what causes the Hazard Land zone. Several points need to be made. First, the floodplain covers a lot of the property and, as a result, there is not really any building envelope that can be located 30 metres from the Hazard Land zone. Second, in all the years that I have been going to the cottage, I have never seen the creek flood so much that the cottage would be in risk of flooding. Not even in years with high spring or summer waters, or when the beavers dam up the creek for their own purposes.

In addition, in the proposed ZBL, the requirement for a 30 metre setback from Hazard Land has been removed. If I were to speculate, I would suppose that the reason for the removal would be to cover situations like this one.

The cottage is in rough shape and it needs to be rebuilt. While it can be rebuilt on the same footprint, the responsible thing to do is move it, and the septic, further from the lake. This will bring it in compliance and conformance with the Official Plan and Zoning By-law with respect to front setback. I know it is a goal for Kearney to take all steps to preserve our lakes and waterways and increasing the front set back will do just that. However, in order to increase the front setback, it will require a Zoning By-law amendment to allow a reduction in the setback from Hazard Land from 30 metres to 0 metres; something that Kearney has already indicated they support in the proposed Zoning By-law.

Sincerely,

Jennifer Dewar

20 Harvest Cres
Belleville, ON K8P 4M3
613-921-0401

Owner Proudfoot Con 3Pt Lot 20 RP – 4214C Highway 518 E

THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW NO. 2020-_____

“Being a By-law to amend Zoning By-law No. 2002-28,” as amended (DEWAR)

WHEREAS the Corporation of the Town of Kearney has received an application to amend Zoning By-law No. 2002-28, as amended;

AND WHEREAS authority is provided pursuant to Section 34 of the Planning Act, R.S.O 1990, c.P.13 to pass this by-law;

NOW THEREFORE the Corporation of the Town of Kearney hereby enacts that By-law No 2002-28, as amended be further amended as follows:

1. Schedule “D” to By-law No. 2002-28, as amended, is hereby further amended by rezoning lands located in Part of Lot 20, Concession 3, Part 3, 42R-15069, in the Geographic Township of Proudfoot, now in the Town of Kearney from the Residential Waterfront (RWF) Zone to the Residential Waterfront Exception Fifty-five (RWF-55) Zone, as shown on Schedule “A”. Schedule “A” is attached hereto and forms part of this By-law.
2. And further, **Section 4.2.3, Exceptions**, is hereby amended by adding Section 4.2.3.55 **Residential Waterfront Exception Fifty-five (RWF-55) Zone**. Section 4.2.3.55 shall read as follows:

Notwithstanding the provisions of Section 4.2.2 and 3.24.4 of this By-law to the contrary, on lands within the **Residential Waterfront Exception Fifty-five (RWF-55) Zone**:

1. The Minimum Required Setback from the Hazard Lands Zone shall be 0 metres.

In all other respects the provisions of the **Residential Waterfront (RWF) Zone** shall apply.

This by-law shall come into force and effect in accordance with the provisions of the Planning Act, R.S.O 1990, c.P.13.

READ a FIRST and SECOND time on the 15th day of May, 2020.

Carol Ballantyne, Mayor

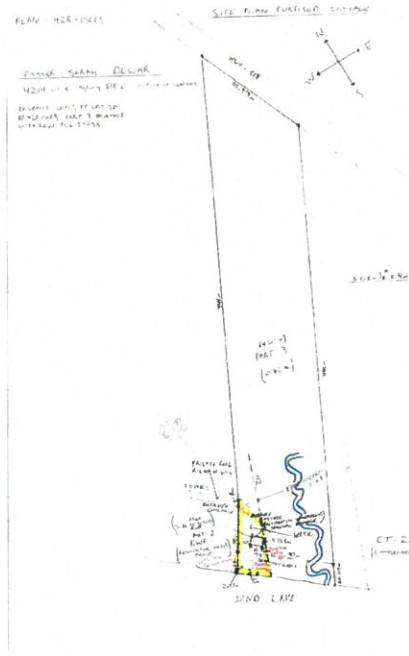
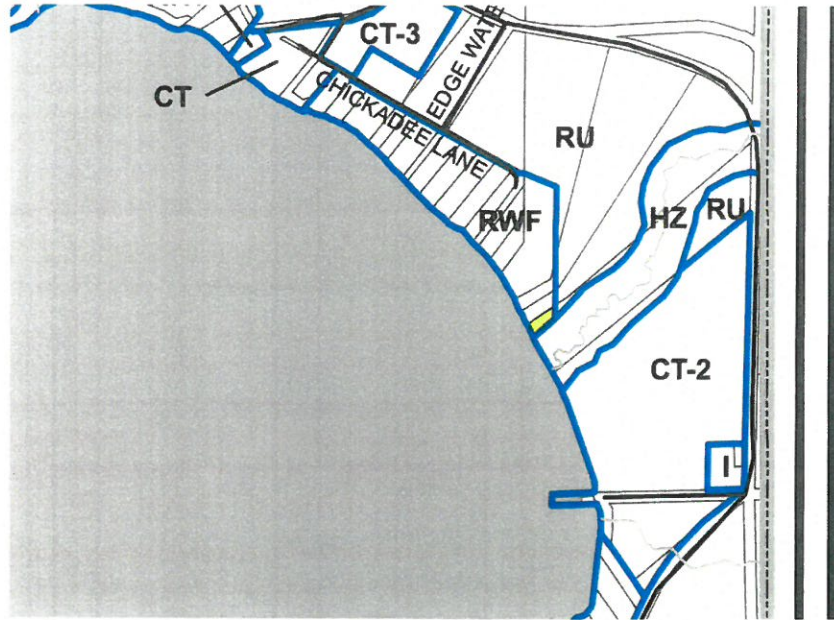
Brenda Fraser, Clerk

READ a THIRD time and finally **PASSED** on the _____ day of _____, 2020.

Carol Ballantyne, Mayor

Brenda Fraser, Clerk

SCHEDULE 'A'
 By-law 2020-
 Town of Kearney (Proudfoot)
 Part of Lot 20, Concession 3
 Part 3, 42R-15069



LEGEND

- Lands Rezoned from the Residential Waterfront (RWF) Zone to the Residential Waterfront Exception Fifty-five (RWF-55) Zone

Brenda Fraser

From: Cheryl Marshall <clerk@mcmurrichmonteith.com>
Sent: April 29, 2020 12:05 PM
To: Brenda Fraser
Subject: cbo agreement

Hi Brenda.

I was in discussion with Brian and Matt this morning and wanted to ask you/request consideration from Council to extend the current agreement by either one or two months. To be honest, we were hoping that a long term agreement would be arranged so when the decision that it wouldn't was made by Kearney and Magnetawan; it was a bit late for us to arrange a different option.

We are hoping that this small extension may be permissible as workloads may allow this due to COVID-19 restrictions.

Please let us know when Council can consider this request.

Thanks and take care,

Kind regards,

Cheryl Marshall

Clerk/Treasurer

Township of McMurrich/Monteith

P.O. Box 70, 31 William Street

Sprucedale, Ontario POA 1Y0

705-685-7901 fax 705-685-7393

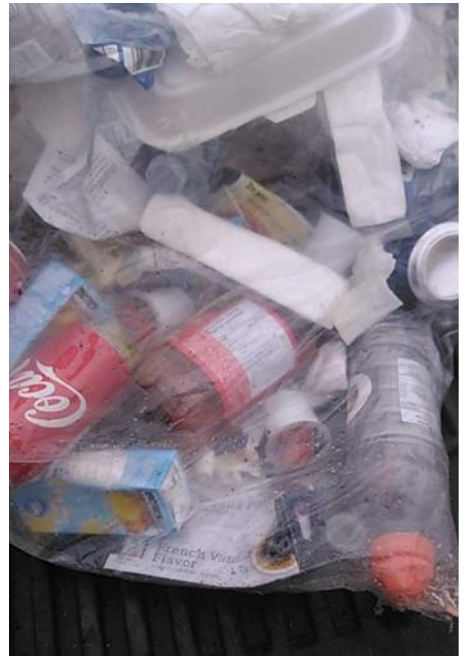
www.mcmurrichmonteith.com

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Date	Pick Up	Kearney	\$	Sand Lak	\$	Notes
17-Apr		82		39	\$5	5C
18-Apr		99		48	\$5	5C
19-Apr		89		34		
20-Apr		29		34	\$30	30C
21-Apr		82		27	\$5	5F
24-Apr	17	94		46	\$20	20C
25-Apr		84		52	\$70	35C 10F 25Sh
26-Apr		74		46	\$45	25C 15M 5F
27-Apr	31	82		51	\$55	50C 5F
28-Apr		81		46	\$10	5F 5B
01-May		95		46	\$100	85F 5M 10B
02-May		84		59	\$159	95C 15M 35F 14B
03-May		89		57		
04-May	17	71		54	\$80	55C 15M 10B
05-May		88		64	\$160	25C 25M 5F 100Sh
Total					\$744	

More residents than normal for this time of year. Bins are constantly overflowing and must be packed. Extra bins are ordered. Some residents refuse to social distance despite signage. Garbage pickup issues are continuing (over limit, over weight, not sorted, etc.)
A new issue is arising as residents who may work for local contractors are bringing excessive amounts of construction waste to the Town

Martin Filmore



THE CORPORATION OF THE TOWN OF KEARNEY

STAFF REPORT

TO: Mayor and Council
FROM: Ross Gattozzi, Operations Manager
SUBJECT: Garbage and Transfer Station Concerns
DATE: May 15, 2020

For Council Information

Background

Garbage Collection within the Town of Kearney only takes place within the “town proper”, that is those properties identified with roll numbers beginning with 010 001. This roll number identifies properties that were part of the “original” Town, and excludes properties which were amalgamated into the Town in 1979 (Bethune, Proudfoot, Butt and McCraney Townships).

Problems with garbage collection have been on-going, and there seem to be a few “repeat” offenders

Considerations

Property owners within the “010 001” area which have a residence pay an additional fee on their tax bills to aid in covering the costs of garbage collection. This fee is \$13.94 per year, and paid on 190 properties, thus producing \$2,649.00. Factoring in costs including labour (and benefits), vehicle expenses, etc. the “actual” costs of this service could be considerably higher.

It may also be noted that between 15 and 25 properties make use of this service. Of those, there are a few who are repeatedly abusing the system. For instance, some residences repeatedly put out 2 - 3 bags of garbage per week, plus 3 -4 bags of recycling. Others repeatedly put out 50 to 75 lb bags of garbage (which then split open, covering the ground with garbage), despite a 30 lb limit. Some “horde” their garbage (putting out none most weeks), and then place 5+ bags to the curb at random intervals. Still others try to use black/dark garbage bags or do not sort recycling.

These scenarios provide a number of problems to staff and the collection system. From the weight limit on bags being regularly defied to the inability of staff to simply “leave it at the curb” and risk the town looking like a dumpsite, to the challenge of predicting the capacity of the pickup truck and ultimately the disposal bins. Additionally, tracking the number of bags each residence puts curbside (to enable the 5 bag per month limit) means more paperwork and ultimately longer run times for employees.

Further Considerations:

Possible solutions to the problem include:

- Fines for offenders of the Waste Management By-law (30+ lb bags, over-limit usage, non-sorting of recycling)
- Add costs (fines) to tax bills of offenders
- Refusal to pick up garbage that does not meet criteria (i.e. over the # of bags limit, overweight, unsorted)
- Initiate garbage bin system, users must have a curbside bin and it must meet criteria (size, # of bags, recycling practice) or items will be left in bin

- Cut out pick up of recycling (wind up of provincial recycling program will see changes beginning in 2021 which may see more producer-initiated recycling programs like TerraCycle)
- Purchase a garbage/recycling truck to accommodate the increasing amount of waste/recycling
- Utilize Waste Connections to offer pay-per-use garbage pick-up within the Town (using their garbage/recycling collection trucks and staff and pass the cost on to those using it)
- Cease the practice of garbage pick up entirely

Respectfully submitted by:

Ross Gattozzi



SHORT TERM ACCOMODATION (STA) LICENSE APPLICATION CHECKLIST
ALL STA APPLICANTS MUST COMPLETE THE PRESCRIBED REVIEW PROCESS (INCLUDING
RENEWALS AND LEGAL NON-CONFORMING USES)

<input type="checkbox"/> PRE-SCREENING MEETING (Prior to Submission of STA Application)
<ol style="list-style-type: none">1. Submit a completed "Request for STA Pre-Screening Meeting" to Planning Services.2. A meeting will be scheduled within 10 days.3. Basic information regarding the proposed Short Term Accommodation use must be provided (including the zoning of the property, a concept site plan, property address, number of bedrooms, expected occupant load, number/location of parking spaces, etc.).4. Following the meeting, the applicant will receive confirmation From Planning & By-law Services of the necessary steps required to obtain an STA license. Any required approvals will be identified, including application requirements, associated fees, and additional supporting information that may be necessary.
<input type="checkbox"/> ZONING
<ol style="list-style-type: none">1. Current Zoning: _____2. Does the STA use comply with the zone provisions of the By-law? <input type="checkbox"/> YES <input type="checkbox"/> NO3. Required Amendment(s): _____
<input type="checkbox"/> SITE PLAN
<ol style="list-style-type: none">1. Is a copy of the existing Site Plan Agreement attached? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> No Agreement Exists2. Does the STA use comply with existing Site Plan Agreement(s)? <input type="checkbox"/> YES <input type="checkbox"/> NO3. Required Approvals: _____
<input type="checkbox"/> STA LICENCE APPLICATION FORM
<ul style="list-style-type: none">▫ Complete the "Application for a Short Term Accommodation (STA) Licence)" (<i>Form BL801</i>)
<input type="checkbox"/> FLOOR PLAN
<p><i>Floor Plans</i> of the STA Premise <u>drawn to scale</u> depicting the:</p> <ul style="list-style-type: none">▫ Proposed use of each room & Dimensions▫ Proposed occupant of sleeping areas▫ Location of all smoke alarms▫ Location of all fire extinguishers▫ Location of all exits▫ Locations of all windows (Dimensions are required)



SUPPORTING DOCUMENTATION:

- A Copy of the Transfer/Deed proving evidence of ownership
- A Copy of the Liability Insurance of not less than \$2 million per occurrence for property damage and bodily injury
- Property Management Plan (non-condo units only)
- Certificate from the Electrical Safety Authority (ESA) that the premise conforms to the Ontario Electrical Code
- Renters Code
- Fire Safety Plan
- Responsible Person Consent form
- If applicable, supporting evidence for the determination as to whether the property satisfies the requirements of Section 34(9) (b) of the Planning Act (legal non-conforming)

REQUIRED FEES & CHARGES

- STA Licence Fee: \$2,500.00 (2 yr. Term)
- STA Licence Fee (Condos): \$1,500.00 (2 yr. Term)
- Renewal Fee: \$750.00 (2 yr. Term)
- Fire and Property Standards inspection fee: \$75.00
- Site Plan Approval: applicable fees may apply
- Licensing Committee Appeal Fee: \$500.00

Incomplete STA License applications will delay processing time. Where an application is determined NOT to satisfy the requirements of the STA Licensing By-law (2013-50), the Municipal Licensing Officer, Enforcement Services may refuse the application/licence.



**REQUEST FOR SHORT TERM ACCOMODATION (STA)
 PRE-SCREENING MEETING**

To arrange a pre-screening meeting to determine the necessary steps and planning approvals required to obtain a short term accommodation license, please complete this form and return same to Enforcement Services at planning@thebluemountains.ca. In accordance with Town Policy, a pre-screening meeting will be arranged within 10 business days on a first come, first serve basis. Confirmation of the scheduled meeting date will be provided by way of e-mail communication only to the applicant.

DATE:	
MUNICIPAL ADDRESS OF PROPOSED STA:	
LEGAL DESCRIPTION:	
OWNER/APPLICANT'S NAME: (Include Owner's information as well, if not the applicant)	
SITE PLAN ATTACHED:	YES NO
OWNER/APPLICANT'S ADDRESS:	
OWNER/APPLICANT'S EMAIL ADDRESS:	
OWNER/APPLICANT'S TELEPHONE NO.:	
ZONING OF SUBJECT LANDS:	
NUMBER OF PROPOSED BEDROOMS:	
EXPECTED OCCUPANT LOAD:	
NUMBER OF ON-SITE PARKING SPACES:	
PROPOSAL TYPE:	SHORT TERM ACCOMODATION BED AND BREAKFAST COMMERCIAL RESORT UNIT
ADDITIONAL INFORMATION: (Attach Addendum if necessary)	



**THE HOME-SHARING
GUIDE FOR ONTARIO
MUNICIPALITIES**



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INTRODUCTION

In Ontario, home-sharing is one of the fastest growing sectors in the sharing economy. The growth of home-sharing in Ontario and around the world has been driven by consumers looking for greater choices, flexibility and lower costs, and the opportunity to earn extra income for hosts.

There is no consensus definition of home-sharing, but it is generally understood to refer to individuals renting out their residence, or part of their residence, for short periods of time through internet-based platforms such as Airbnb, HomeAway and VRBO.

Through consultations in 2016 and 2017, the Government of Ontario heard that home-sharing is a priority sector in the sharing economy for municipalities. The province also heard that local flexibility is key to address home-sharing in ways that allow municipalities to achieve local objectives (e.g., protecting long-term housing stock, attracting tourism, etc.).

Reflecting this feedback, the province has developed these home-sharing guidance materials as an informative resource that municipalities may wish to consult if they are considering regulating home-sharing locally.

The province also recommends that municipalities consult the sharing economy guide developed by the City of Guelph and the Guelph Lab for the Large Urban Mayors' Caucus of Ontario (LUMCO), entitled [Navigating the sharing economy: A 6-decision guide for municipalities](#). The province provided

funding for this handbook to help municipalities respond to the sharing economy in a way that is thoughtful, adaptable and innovative. The LUMCO guide identifies six decision points for municipalities to consider when addressing a sector of the sharing economy such as home-sharing.

Ontario's Home-sharing Guide for Ontario Municipalities has been carefully prepared and is intended to provide a summary of complex matters. It does not include all details and cannot take into account all local facts and circumstances. The guide refers to or reflects laws and practices which are subject to change.

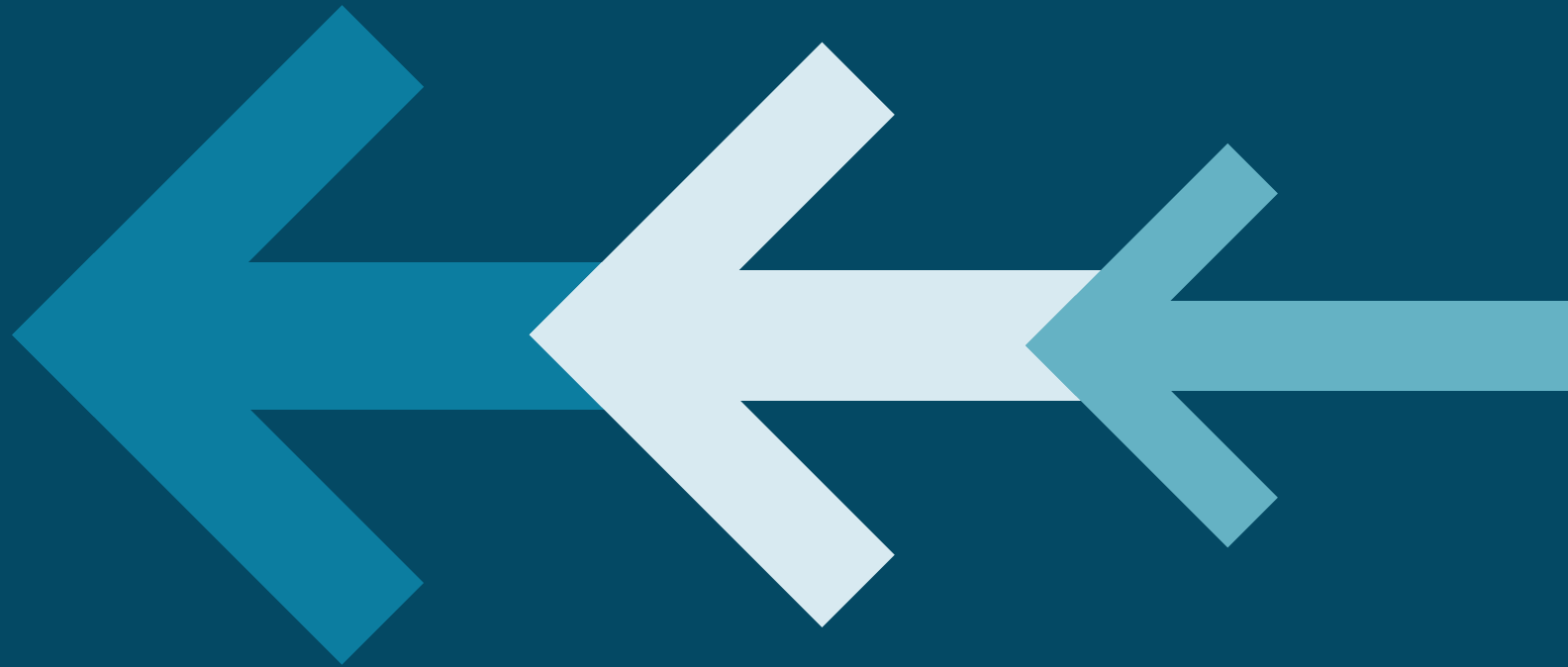
Municipalities are responsible for making local decisions, including decisions in compliance with law such as applicable statutes and regulations. For these reasons, the guide, as well as any links or information from other sources referred to in it, should not be relied upon as a substitute for specialized legal or professional advice in connection with any particular matter. The user is solely responsible for any use or application of this guide. The inclusion of municipal examples in this guide does not imply an endorsement by the Province.

IN THIS GUIDE

This guide is meant to provide municipalities with resources to help them begin their research about addressing home-sharing in their communities. The guide focusses on five questions municipalities may have about regulating home-sharing. These questions and some highlights are below.

Policy Considerations	Regulatory Levers	Stakeholders	Provincial Legislation	Jurisdictional Scan
1. Why might municipalities consider addressing home-sharing?	2. How might municipalities wish to regulate home-sharing?	3. Who might municipalities wish to consult before taking action?	4. What legislation* may be of interest to municipalities considering taking action?	5. What are other municipalities doing?
Issues: <ul style="list-style-type: none"> • Impact on affordable housing • Increased opportunities for tourism • Challenges to existing regulations • Public safety concerns • Economic opportunity • Competitive advantages 	Regulatory levers: <ul style="list-style-type: none"> • License platforms • License/register hosts/operators • Limit rentals to principal residences • Limit maximum number of consecutive days • Limit maximum number of days per year • Limit number of guests • Zoning • Prohibited/Ineligible Building List 	Stakeholders: <ul style="list-style-type: none"> • Advocacy Coalitions • Housing Advocates and Local Residents • Community Groups • Home-owners and Landlords • Platforms • Hosts/Operators • Province of Ontario • Bed & Breakfast and Hotel Industry • Tourism organizations 	Legislation: <ul style="list-style-type: none"> • Accessibility For Ontarians With Disabilities Act • Condominium Act • Fire Protection And Prevention Act • Hotel Registration Of Guests Act • Municipal Act • City Of Toronto Act • Planning Act • Residential Tenancies Act <p>*There is also other law, such as federal legislation and “judge-made law” (“case law”), which may be of interest to municipalities.</p>	Municipalities: <ul style="list-style-type: none"> • Blue Mountains • Niagara-on- the-Lake • Toronto • Vancouver • New Orleans (USA) • Chicago (USA)

At the end of the guide there is a list of other resources municipalities can consult to learn more about home-sharing, its impact on local communities and what other municipalities are doing to address it.



POLICY CONSIDERATIONS

POLICY CONSIDERATIONS

Why might municipalities consider addressing home-sharing in their communities?

Home-sharing platforms are present in over 190 countries across the globe and many municipalities are taking action to regulate this activity. As municipalities address home-sharing, they often seek to find a balance between encouraging its growth to promote economic development and placing limits on the scope of activity to preserve the character of local communities. Findings from literature on home-sharing and public opinion research from Ontario in 2016 show support for home-sharing while also acknowledging there is a role for governments to play in regulating this sector.

Part of the research municipalities may wish to undertake when considering regulating home-sharing is to review concerns raised about short-term rental activity, or potential short-term rental activity, across the entire municipality to help verify the scope of issues that may be raised by various stakeholders. Municipalities may hold public consultations and may also wish to consult their legal counsel during policy development.

For more information about home-sharing policy options and considerations, visit the City of Guelph's [Compendium of Resources](#) for information including case studies, policy primers and proposals, and law and regulation resources.

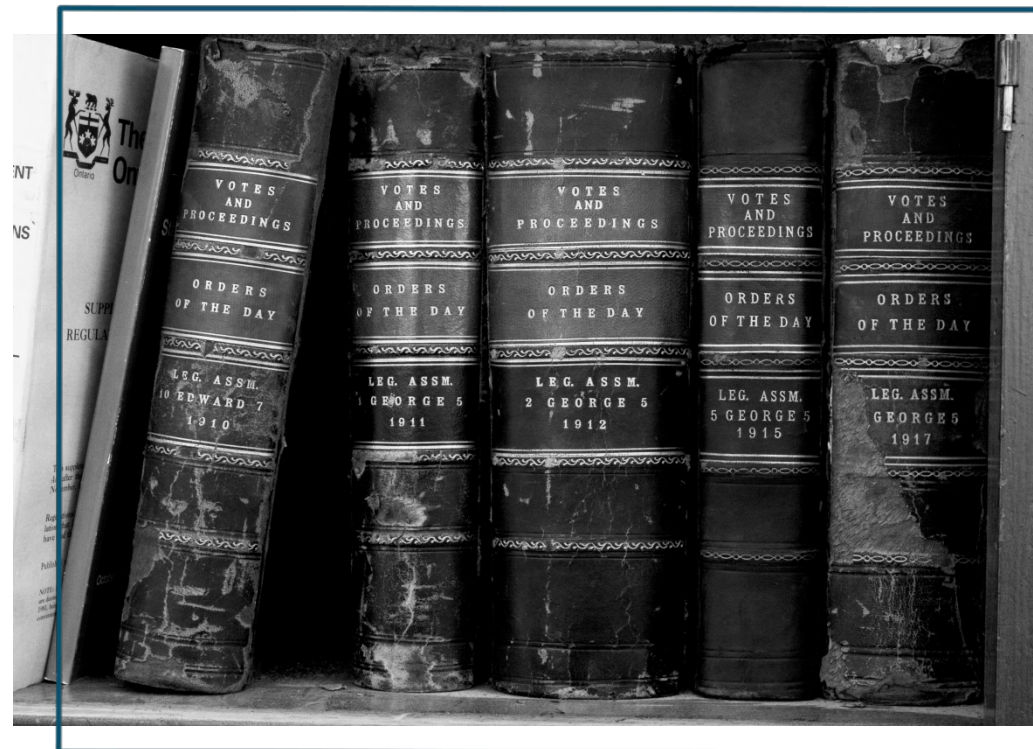


TABLE 1 – POLICY CONSIDERATIONS

Municipalities may seek to address some of the key issues noted below through home-sharing regulations or policies.

Issue	Description	Potential Responses <i>See Table 2 for more information about regulatory levers</i>
Impact on affordable housing	Home-sharing platforms may allow individuals to make more money renting on the short-term market than on the long-term market, which can deplete available stock of long-term rentals and raise market rents.	Limit home-sharing to principal residences. Limit the number of days a unit can be rented so that long-term rentals are more profitable than short-term rentals.
Tourism	Home-sharing has the potential to increase the number of visitors to Ontario, provide a wider selection of accommodations, allow a visitor to live like a local and can make travel more affordable for Ontarians. Short-term vacation rentals already provide an important source of tourism activity in communities across Ontario. Smaller communities that lack sufficient tourist lodging can increase short-term vacation accommodations through home-sharing. Commercial operators may make use of home-sharing platforms to attract visitors.	Consider how new regulations could increase the costs to both guests and hosts/operators or create barriers to new entrants, and aim to limit those costs or barriers. Allow home-sharing in some parts of the community but not others through zoning.
Challenges to existing regulations	People involved in home-sharing may be currently subject to local by-laws (e.g., property tax, zoning and licensing by-laws, and the governing documents of a condo corporation (e.g. declarations, by-laws or rules). Home-sharing hosts may be knowingly or unknowingly violating municipal rules, and/or condominium corporation rules.	Educate residents about existing by-laws and policies, and how they relate to home-sharing. Advise potential hosts to check their condominium corporation governing rules. Explore partnerships with platforms to share information about by-laws. Collect data from platforms to facilitate enforcement.
Public safety concerns	Residents in some jurisdictions have raised concerns about having an influx of short-term renters in their communities who may:	Limit home-sharing to principal residences. Require licenses or registration for

Issue	Description	Potential Responses <i>See Table 2 for more information about regulatory levers</i>
	<ul style="list-style-type: none"> • not respect communal property (e.g., litter the neighbourhood); • bring a party atmosphere to the community; or • be involved in criminal behaviour. <p>Concerns have also been raised about safety issues such as fire safety in condominiums (renters may not be aware of exit plan) and water safety in beachfront communities (renters may not be aware of proper precautions for water activities).</p>	<p>hosts/operators (include documents to ensure that the unit meets the municipality’s health and safety requirements).</p> <p>Partner with platforms to communicate relevant by-laws to hosts/operators.</p>
Economic opportunity	<p>People can generate additional income by renting out their homes or rooms in their homes, making it more affordable to live in their own residence.</p> <p>Short-term vacation rentals allow individuals to supplement their income, and thereby offset the cost of their vacation property.</p>	<p>Consider how new by-laws could increase the costs to guests and reduce opportunity for hosts/operators or create barriers to new entrants. Aim to limit those costs or barriers.</p>
Competitive advantages	<p>The traditional accommodation industry may raise concerns that individuals, businesses, or platforms involved in home-sharing may be taking advantage of different rules to operate in the accommodations sector with a lower operating cost.</p> <p>Displacing the existing hospitality and accommodation industry may result in job losses, lower wages and lost tax revenues.</p>	<p>Consider ways to harmonize new by-laws with by-laws for traditional accommodations, such as including B&Bs in the home-sharing by-laws or vice versa.</p>



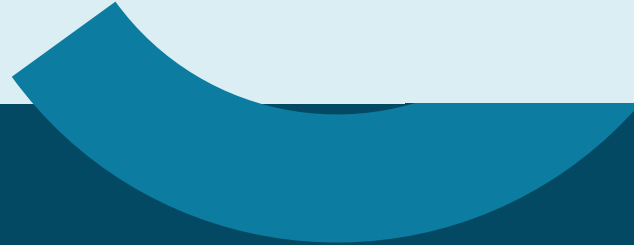
REGULATORY LEVERS



REGULATORY LEVERS

How might municipalities wish to address home-sharing?

The province recognizes municipalities as responsible and accountable governments that are in the best position to address matters within their jurisdiction. Through the Municipal Act and the City of Toronto Act, municipalities have broad powers respecting certain matters (subject to certain limits), which they may wish to consider using to regulate certain aspects of home-sharing platforms and hosts/operators. Under the Planning Act, municipalities have the authority to make local planning decisions that determine the future of communities, including whether and where home-sharing is allowed through their municipal official plan policies and zoning by-laws.



REGULATORY MODERNIZATION:

The Province has adopted regulatory modernization principles when designing regulations to reduce burden on business. Municipalities could consider these principles when designing home-sharing regulations. The seven regulatory modernization principles adopted by the Province are:

1. Focus on the user by writing regulations in plain language and creating a single point of contact for business to access information or government services.



2. Use international industry standards (e.g. ISO) where available/appropriate to eliminate redundant reporting requirements.



3. Move to risk-based inspections: reduce the enforcement burden on businesses with a strong safety and compliance record, using accreditation to distinguish good actors from high-risk targets; better coordinate inspections among ministries and agencies.



4. Create a “Tell Us Once” culture where all ministries that interact with business use the Business Number so businesses do not provide the same information to government repeatedly.



5. Apply a small business lens by setting different compliance paths to achieve desired outcomes, rather than using a one-size-fits-all approach.



6. Go digital by delivering simple and straightforward digital services and products that will modernize public service delivery and make government work better for businesses.



7. Facilitate equivalent means of regulatory compliance where a business can demonstrate an alternative approach that meets or exceeds the requirement of the regulation.

SELF-REGULATION

One common impetus for regulation is to protect the public interest. Self-regulation pursues this goal but places the burden on the participants in the transaction.

Governments may conclude that internal feedback mechanisms on sharing economy platforms are sufficient to enable markets to regulate themselves.



TAXATION

In the 2017 Budget, the government announced that it would provide the City of Toronto and all single-tier and lower-tier municipalities in Ontario with the authority to levy a tax on transient accommodation (often referred to as a “hotel tax”). Legislative amendments to the Municipal Act, 2001 and the City of Toronto Act, 2006 that provide the City of Toronto and all single and lower-tier municipalities in Ontario with the authority to levy a tax on transient accommodation came into force on December 1, 2017.

Under these amendments, municipalities have the flexibility to decide whether or not to implement a hotel tax, and also have the ability to determine the types of transient accommodation to which the tax would apply, the rate that would be charged, and other details about the tax.

A municipality would be responsible for setting out the application of the tax in a municipal by-law.

A municipality could choose to apply a municipal hotel tax to home-sharing arrangements, and may determine the applicable tax rate.

Regulations prescribing required revenue sharing with not-for-profit tourism organizations by municipalities that choose to implement a hotel tax also came into force on December 1, 2017.

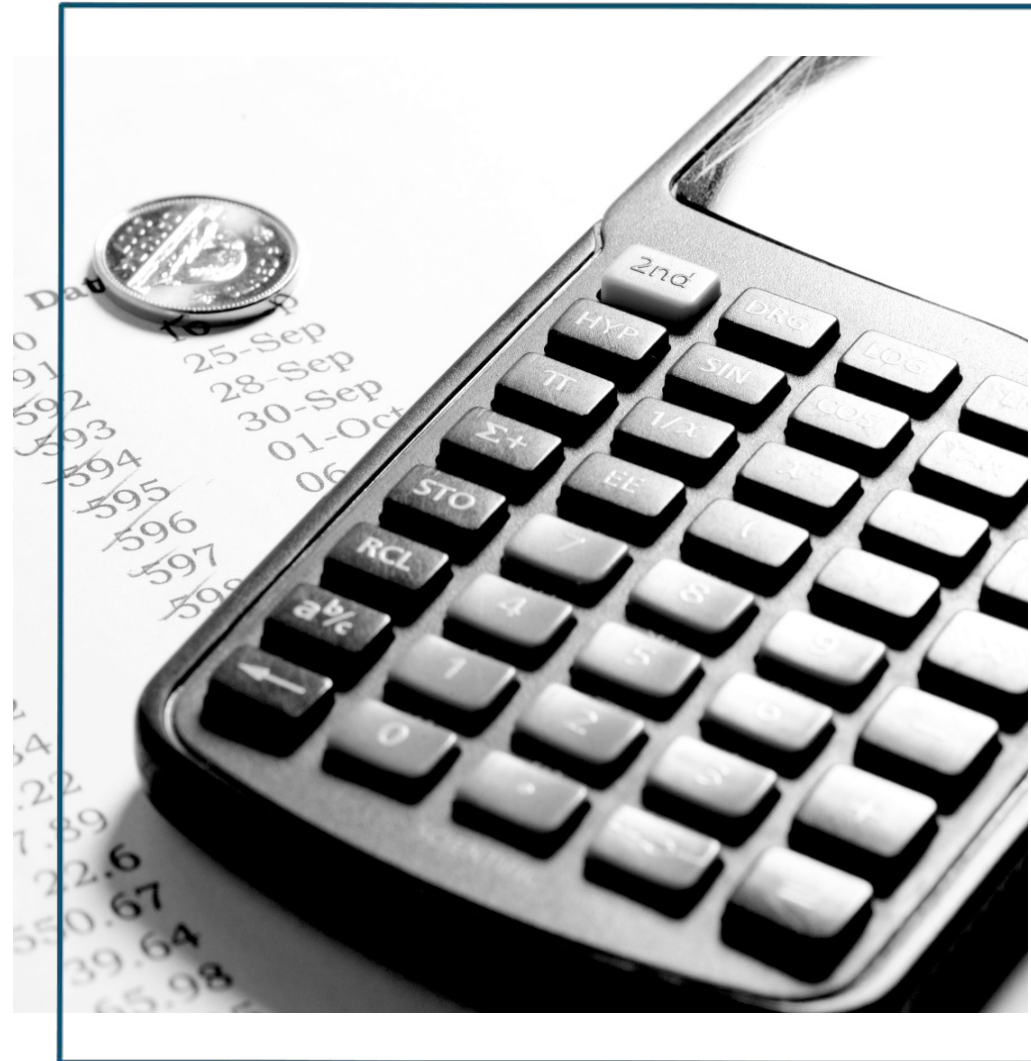


TABLE 2 – REGULATORY LEVERS

Regulating home-sharing in the context of home-sharing platforms, such as Airbnb, HomeAway and VRBO, is a relatively new practice. There are no proven best-practices established at this time, but the following are regulatory levers that municipalities have implemented to address home-sharing in their communities.

Regulatory levers

License platforms

Municipalities may license platforms (subject to certain limits). Municipalities may wish to consider the feasibility of obtaining information (e.g. from platforms) and sharing information to assist with enforcement or future policy development.

Considerations

Very few jurisdictions around the world currently license home-sharing platforms; many only license the hosts/operators.

License/Register hosts/operators

Municipalities may wish to consider the feasibility of licensing or registering hosts/operators, creating databases of short-term rentals in their municipalities, and collecting other data relevant to enforcing home-sharing by-laws. Municipalities may wish to consider how licensing/registration systems might help address compliance with the municipality's health and safety requirements.

Incorporating traditional short-term rentals (e.g., Bed & Breakfasts) into one licensing/registration regime along with home-sharing could provide the municipality with an opportunity to update current short-term rental licensing/registration regimes if they already exist.

Creating different types of licenses based on zoning or types of accommodations could be explored to help achieve desired policy outcomes, such as limiting home-sharing in residential areas to maintain the character of neighbourhoods while encouraging it in tourist areas.

Considerations

Municipalities may wish to consider other options, such as permits to track short-term rentals and may wish to consider the regulatory burden on hosts/operators and the municipal resources required to enforce these options.

Limit rentals to principal residences

Several jurisdictions have imposed restrictions on second units to curb commercial activity (the use of investment properties for short-term rentals), to protect the availability of long-term rental stock.

While limiting home-sharing to principal residences may curb commercial activity, it may also interfere with individuals who want to rent out vacation properties for part of the year.

Definitions of principal residence

Toronto: A principal residence is a dwelling unit owned or rented by an individual person, alone or jointly with another person, where he or she is ordinarily resident.

Vancouver: The dwelling where an individual lives, makes their home and conducts their daily affairs, including, without limitation, paying bills and receiving mail, and is generally the dwelling unit with the residential address used on documentation related to billing, identification, taxation and insurance purposes, including, without limitation, income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration and utility bills.

Chicago: A dwelling unit: (1) that is occupied by its owner on a daily basis at least 245 days in the applicable calendar year; and (2) for which the owner has claimed a Cook County homeowner exemption.¹

Canada Revenue Agency:

A property qualifies as your principal residence for any year if it meets **all** of the following **four** conditions:

- It is a housing unit, a leasehold interest in a housing unit, or a share of the capital stock of a co-operative housing corporation you acquire only to get the right to inhabit a housing unit owned by that corporation.
- You own the property alone or jointly with another person.
- You, your current or former spouse or common-law partner, or any of your children lived in it at some time during the year.
- You designate the property as your principal residence.

Considerations

If a municipality limits rentals to principal residences, it will need to determine what proof of residence it will require and how that proof will be submitted (e.g., through a registration process, only when asked, etc.).

Municipalities will also need to consider whether secondary suites are included in the definition of primary residence, or if they will be excluded from home-sharing.

¹ A program administered by the Cook County Assessor's Office that allows taxpayers whose single-family home, townhouse, condominium, co-op or apartment building (up to six units) is their primary residence to save \$250 to \$2,000 per year, depending on local tax rates and assessment increases. The Homeowner Exemption is available to people who own or have a lease or contract which makes them responsible for the real estate taxes of the residential property. It must also be used as their principal place of residence for the year in question.

Regulatory levers

Maximum number of consecutive days

Municipalities may wish to explore the option of establishing a cap on the number of **consecutive** days a unit can be rented in order to distinguish short-term rentals from long-term rentals. For example, many municipalities define short-term rentals as rentals that last fewer than 30 days.

Considerations

Municipalities may wish to consider the feasibility of proactively monitoring and enforcing this option. For example, in the City of Vancouver’s policy licensing report, *Regulating Short Term Rentals in Vancouver* (July 5, 2017), it is stated that even though renting units for less than 30 days is prohibited, short-term rentals supply approximately 29 per cent of Vancouver’s accommodations for tourists and other transient guests.

Maximum number of days per year

Municipalities may wish to consider the option of restricting the number of days per year a unit can be rented out on a short term basis, in order to encourage homes to retain a ‘private use’ component. Municipalities adopting this approach may wish to explore arrangements with home-sharing platforms to remove listings in violation of local restrictions.

Considerations

Municipalities may wish to consider the feasibility of enforcing restrictions on the maximum number of days. For example, this could require tracking individuals/addresses over several different platforms.

Number of guests

Municipalities may wish to consider restricting the number of guests allowed in a unit (e.g., two per bedroom). For example, this may help address home-sharing units being used as “party houses”.

Considerations

Municipalities may wish to consider the feasibility of enforcing limits on the number of guests and how complaints about activity in the rental unit would be addressed.

Zoning

Where a municipality has determined that home-sharing is a discrete land use, the municipality may wish to consider limiting the use to certain areas (e.g., residential or mixed-use zones), or certain building types (e.g., six units or less) to achieve the desired policy goals, such as encouraging tourism, preserving the character of neighbourhoods, protecting housing stock, etc.

Ineligible and Prohibited Building Lists

Municipalities may wish to consider creating lists of buildings that are ineligible to participate in home-sharing for various reasons, e.g., repeated by-law infractions, repeated fire code violations, by request of a condo corporation, etc.

Municipalities could explore the possibility of working with home-sharing platforms to help enforce these rules.



STAKEHOLDER CONSULTATIONS

STAKEHOLDER CONSULTATIONS

Who might municipalities wish to consult before taking action?

Photo looking down at two women and two men seated at a circular table. As noted in the Large Urban Mayors' Caucus of Ontario's sharing economy guidebook, *Navigating the sharing economy: A 6-decision guide for municipalities*, consulting with stakeholders is a crucial part of municipal decision-making.

The following is a list of potential stakeholders municipalities may want to consult when addressing home-sharing. This list provides examples and is not meant to be exhaustive.



TABLE 3 – POTENTIAL STAKEHOLDERS

Group	Description/Interest (highlights based on the groups' websites linked below)
<p>Advocacy Coalitions</p>	<p>Fairbnb.ca: Fairbnb.ca</p> <ul style="list-style-type: none"> • A national coalition of homeowners, tenants, tourism businesses and labour organizations bringing together groups from the regulated hotel and B&B industry with property owners, property renters and other concerned citizens. • Calling for a robust, nationally-consistent policy framework to ensure home-sharing complies with fair, safe and respectful legislation – drawing on the experience of other countries and other cities. • Released a report about Airbnb in Toronto, entitled <i><u>Squeezed Out: Airbnb's Commercialization of Home-Sharing in Toronto.</u></i>
<p>Bed & Breakfast and Hotel Industry</p>	<p>Federation of Ontario Bed & Breakfast Accommodation: https://www.fobba.com/</p> <ul style="list-style-type: none"> • The professional association representing the Bed & Breakfast industry in Ontario. • Members voluntarily agree to adhere to a high set of consistent standards defining cleanliness, comfort, quality, safety and hospitality. • Represents approximately 280 B&Bs, and has approximately 100 direct B&B members and three local association members (Fergus/Elora, Stratford and Niagara-on-the-Lake). <p>The Hotel Association of Canada: http://www.hotelassociation.ca/home.asp</p> <ul style="list-style-type: none"> • Represents more than 8,178 hotels, motels and resorts that encompass the \$18.4 billion Canadian hotel industry which employs 304,000 people across Canada. <p>The Ontario Restaurant Hotel & Motel Association: http://www.orhma.com/home.aspx</p> <ul style="list-style-type: none"> • Has over 4,000 members, representing more than 11,000 establishments across the province. <p>UNITE HERE: http://unitehere.org/industry/hotels/</p> <ul style="list-style-type: none"> • Labour union that represents 270,000 working people across Canada and the United States, including workers in the hotel industry. <p>Unifor: https://www.unifor.org/en</p>

Group	Description/Interest (highlights based on the groups' websites linked below)
<p>Housing and Tenant Advocates and Local Resident/Community Groups</p>	<ul style="list-style-type: none"> • Unifor represents 17,600 members working in the diverse hospitality and gaming sector. One-third of their membership work in hotels - including major chains (like Fairmont, Radisson and Delta) and stand-alone facilities. <p>Housing Help Association of Ontario: https://findhousinghelp.ca/</p> <ul style="list-style-type: none"> • Provides a list of coalitions, advocacy groups and organizations across Canada that are working on housing and homelessness issues. <p>Federation of Metro Tenants' Associations (FMTA): https://www.torontotenants.org/</p> <ul style="list-style-type: none"> • A non-profit organization which advocates for better rights for tenants. • FMTA has over 3,000 members, including affiliated tenant associations and individuals. <p>Advocacy Centre for Tenants Ontario (ACTO): http://www.acto.ca/</p> <ul style="list-style-type: none"> • Works to better the housing situation of Ontario residents who have low incomes including tenants, co-op members and people who are homeless. • ACTO works with legal clinics, tenant associations and other groups and individuals concerned about housing issues.
<p>Landlords</p>	<p>Federation of Rental Housing Providers of Ontario (FRPO): https://www.frpo.org/</p> <ul style="list-style-type: none"> • Represents those who own, manage, build and finance, service and supply residential rental homes. • FRPO represents over 2,200 members who own or manage over 350,000 household across Ontario. <p>Landlord's Self-Help Centre (LSHC): https://landlordselfhelp.com/</p> <ul style="list-style-type: none"> • A non-profit community legal clinic funded by Legal Aid Ontario and mandated to support Ontario's small-scale landlord community exclusively. <p>Greater Toronto Apartments Association (GTAA): https://www.gtaaonline.com/</p> <ul style="list-style-type: none"> • Represents the interests of Toronto firms participating in the multifamily rental housing industry. • The GTAA represents over 240 property management companies that own and operate 160,000 apartment units. <p>Ontario Landlords Association: http://ontariolandlords.org/</p>

Group	Description/Interest (highlights based on the groups' websites linked below)
	<ul style="list-style-type: none"> • A network of landlords who promote and protect the interests of landlords and help landlords succeed through education, news and networking. <p>Canadian Apartment Properties Real Estate Investment Trust: https://www.caprent.com/</p> <ul style="list-style-type: none"> • One of Canada's largest residential landlords
Hosts/Operators	<p>If home-sharing is already taking place in your municipality, there may be a community of hosts/operators you can engage with to understand their experiences and how potential regulations may impact them. Municipalities could target hosts/operators through events such as town halls that are advertised for people involved in the short-term rental market.</p>
Platforms	<p>There are several home-sharing platforms operating in Ontario. Some have a larger presence in certain municipalities than others. The following are some of the major platforms in Ontario.</p> <p>Airbnb</p> <ul style="list-style-type: none"> • Has listings in more than 65,000 cities and 191 countries. • The most popular home-sharing platform in Ontario. • Partnered with the Ontario Government and the Canada Revenue Agency to educate Ontarians who engage in home-sharing about their rights and responsibilities. • Has engaged with municipalities and the Province of Ontario to address home-sharing. <p>HomeAway</p> <ul style="list-style-type: none"> • Has more than 2 million unique places to stay in 190 countries. • Part of the Expedia, Inc. family of brands, including VRBO and travel mob. <p>Flipkey</p> <ul style="list-style-type: none"> • Has more than 830,000 properties in 190 countries. • Part of TripAdvisor Rentals
Province of Ontario	<p>In October 2015, the Province established the Sharing Economy Advisory Committee (SEAC) with representation from key ministries to oversee Ontario's approach and to harness the opportunities presented by the sharing economy, including home-sharing. In 2016 and 2017, SEAC has been researching the sharing economy, has consulted a wide range of industry, community and municipal stakeholders, and conducted public polling of Ontarians about their use and perception of the sharing economy. If you have questions for SEAC, please send an email</p>

Group

Description/Interest (highlights based on the groups' websites linked below)

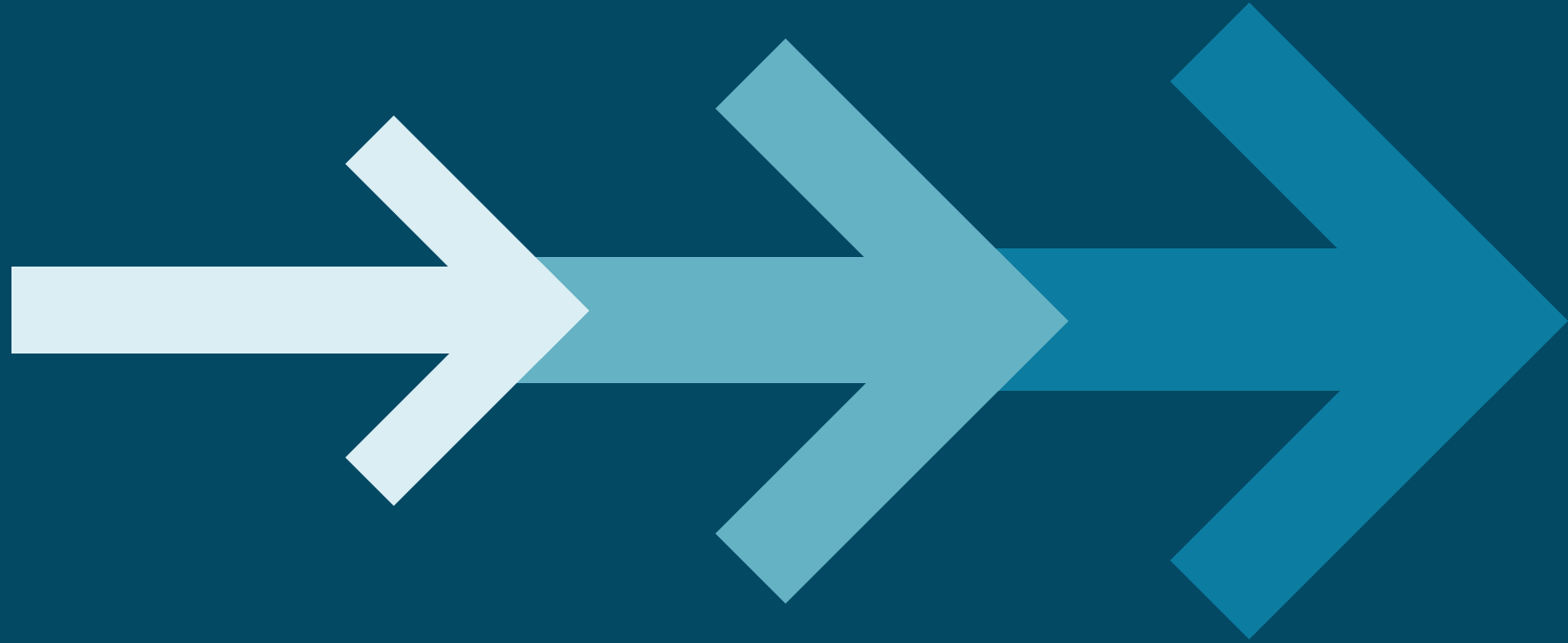
to: sharingeconomy@ontario.ca.

Tourism Industry

Tourism Association of Ontario: <http://www.tiaontario.ca/cpages/home>

- Advocates for the importance of tourism as an economic driver and job creator in order to serve the interests of Ontario's diverse tourism industry and business community.
- Recognized as the umbrella government advocacy organization serving Ontario's diverse tourism industry and facilitating conversations between industry and government to affirm the economic value of tourism.





PROVINCIAL LEGISLATION

PROVINCIAL LEGISLATION

What provincial legislation may be of interest to municipalities considering taking action?

The Municipal Act provides municipalities with broad powers to introduce by-laws and govern activities within their jurisdiction, which may include some aspects of home-sharing. The Planning Act provides municipalities with the authority to regulate the use of land, buildings and structures through zoning. A municipality can regulate the locations and development standards that could apply to a specific use of land based on the planning impacts. The

following table describes some provincial legislation that may be of interest to municipalities considering regulating home-sharing.

The law is complex and municipalities should consult their solicitors whenever any legal issue is in question. This list provides examples and is not meant to be exhaustive. There is also other law, such as federal legislation and “judge-made law” (“case law”), which may be of interest to municipalities.



TABLE 4 PROVINCIAL LEGISLATION

Provincial Act

[ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT, 2005 \(AODA\)](#)

[INTEGRATED ACCESSIBILITY STANDARDS REGULATION \(IASR\), O. Reg. 191/11](#)

Ontario has laws to improve accessibility for people with disabilities. The Accessibility for Ontarians with Disabilities Act (AODA) is a law that sets out a process for developing and enforcing accessibility standards.

Accessibility standards are laws under the Integrated Accessibility Standards Regulation that government, businesses, non-profits and public sector organizations must follow to become more accessible. They help organizations identify and remove barriers to improve accessibility for people with disabilities in 5 areas of daily life in the areas of transportation, customer service, employment, information and communications and in the design of public spaces.

Application

The AODA and its related accessibility standards applies to every person or organization that provides goods, services or facilities to the public or other third parties and that has **at least one employee in Ontario**. Accessibility requirements and deadlines depend on the type and size of your organization.

If an organization has one or more employees, the organization must adhere to the accessibility requirements under the AODA and its standards. Sole proprietors or self-employed individuals who do not have employees are exempt from having to comply with the AODA and its accessibility standards.

Accessibility requirements for organizations can be found at the government's accessibility website at:

<https://www.ontario.ca/page/accessibility-laws>.

CONDOMINIUM ACT

The Condo Act provides for the registration and creation of condominiums and gives owners the tools to run their condominium corporations with minimal government involvement.

Hierarchy of a condominium's governing documents

Governing document	What it does	Threshold for change	Other limitations
1. Declaration	Considered to be like the "constitution" of the condo – can include restrictions on the use and occupation of the units and common elements, etc.	Currently, the owners of 80 per cent or 90 per cent of units must consent to a change	Need not be reasonable; must be consistent with the Condo Act and the declaration would be subject to any other act (such as the Human Rights Code) that has primacy over the Condo Act or the declaration.
2. By-laws	Condo by-laws can set occupancy standards that are either: 1) the same as municipal by-laws where the condominium is located or, 2) subject to the regulations, not more restrictive than the standards that are in accordance with the maximum occupancy for which the condo building is designed (based on the Building Code).	Currently, owners of a majority of units must vote to approve a change	Must be reasonable and consistent with the declaration and the Condo Act
3. Rules	Govern the use of units and common elements to: <ul style="list-style-type: none">• promote safety, security and welfare, or• prevent unreasonable interference with use and enjoyment of the property	Made by the board Can be overturned by a majority vote at a meeting of owners	Must be reasonable and consistent with the by-laws, the declaration, and the Condo Act

- The declaration may contain conditions or restrictions with respect to the occupation and use of the units or common elements.
- The content of a condo corporation's governing documents is ultimately up to the board and owners. The Condominium Act does not specifically address short-term rentals.
The planning authority can require that the description contain certain conditions, before the developer registers the description to create the condo corporation.
- Generally, if a condo's governing documents are more restrictive than the municipality's by-laws, owners and occupiers of the condo must still comply with the condo's governing documents. For example, if a municipality permits short-term rentals but a condo corporation's governing documents prohibit or restrict short-term rentals, the restriction or prohibition of the condo corporation's governing documents would still apply.

Provincial Act

[FIRE PROTECTION AND PREVENTION ACT \(FPPA\)](#)

The FPPA reflects the principle that municipalities are in the best position to determine their own needs and circumstances.

One of the intents of the FPPA is to establish municipal responsibility for fire protection and makes fire prevention and public education mandatory. It serves to clarify the role of municipalities in providing fire services and establish the minimum level of fire protection without imposing significant costs on municipalities.

Municipalities are responsible for conducting a risk assessment of their jurisdiction, and identifying what fire protection services are necessary to mitigate those risks to an acceptable level. This would include assessing risks related to home-sharing in their community and home-sharing regulations they may be contemplating. While municipalities are responsible to ensure that this is done, they may request assistance from the Office of the Fire Marshal, or contract the necessary consulting services to actually conduct the assessment.

When regulating home-sharing, municipalities should consider fire and life safety criteria for compliance with the Ontario Fire Code.

[HOTEL REGISTRATION OF GUESTS ACT](#)

This act is not directly relevant to regulating home-sharing at a municipal level; however, the definition of hotel may be useful for distinguishing between hotels and short-term accommodations. The act requires every hotel to keep a register of guests and it contains a number of offences relating to the keeping of a register. In addition, the room rates are to be posted in each room, failure of which is also an offence.

“**Hotel**” means a separate building or two or more connected buildings used mainly for the purpose of catering to the needs of the travelling public by the supply of food and also by the furnishing of sleeping accommodation of not fewer than six bedrooms as distinguished from any other building or connected buildings used mainly for the purpose of supplying food and lodging by the week or otherwise commonly known as “boarding houses” or of furnishing living quarters for families and having a dining room or restaurant commonly known as “apartment houses” or “private hotels”.

MUNICIPAL ACT

CITY OF TORONTO ACT

Under the Municipal Act and the City of Toronto Act municipalities have broad powers (subject to certain limits) that allow them to make decisions in a number of areas to address local circumstances and interests. Some of these broad powers include:

- Economic, social and environmental well-being of the municipality, including respecting climate change;
- Health, safety and well-being of persons; and
- Protection of persons and property, including consumer protection.

It is up to municipalities to make local decisions, such as providing local programs and services, and interpreting their powers.

Generally, municipalities are under no obligation to inform the province about local decisions. Interested persons often raise their concerns with the municipality.

PLANNING ACT

Municipal councils, landowners, developers, planners and the public play an important role in shaping a community. Community planning is aimed at identifying common community goals and balancing competing interests of the various parties. The central activity in the planning of a community is the making of an official plan, a document which guides future development of an area in the best interest of the community as a whole. The Planning Act sets out the ground rules for land use planning in Ontario and describes how land uses may be controlled, and who may control them. It provides for a land use planning system led by provincial policy, promotes sustainable economic development, and recognizes the decision-making authority and accountability of municipal councils in land use planning.

Under the Planning Act, municipalities:

- make local planning decisions that will determine the future of communities
- prepare planning documents, such as:
 - an official plan, which sets out the municipality's general planning goals and policies that will guide future land use
 - zoning by-laws, which set the rules and regulations that control development as it occurs. The Planning Act also gives planning boards in northern Ontario the power to adopt official plans and pass zoning by-laws for unorganized territory within their planning areas
- ensure planning decisions and planning documents are consistent with the Provincial Policy Statement which sets the policy foundation for regulating the development and use of land, and conform or do not conflict with provincial plans such as the Growth Plan for the Greater Golden Horseshoe and the Greenbelt Plan.

The Planning Act does not explicitly address home-sharing or the sharing of land between individuals. It would be up to the municipality through its zoning by-laws to determine if sharing a residential dwelling constitutes a use of land, whether it changes the use of land from residential to another use (e.g. commercial), and whether the change in use is permitted by municipal zoning by-laws. Alternatively, municipalities could consider home-sharing as a home business which is regularly permitted in residential zones in many municipal zoning by-laws.

RESIDENTIAL TENANCIES ACT

The Residential Tenancies Act, 2006 (RTA) sets out the rights and responsibilities of landlords and tenants for most residential rental properties in Ontario.

“The purposes of this Act are to provide protection for residential tenants from unlawful rent increases and unlawful evictions, to establish the framework for the regulation of residential rents, to balance the rights and responsibilities of residential landlords and tenants and to provide for the adjudication of disputes and for other processes to informally resolve disputes.” 2006, c. 17, s. 1.

Application of the Act

While the RTA applies to residential rental units despite any other legislation, agreement or waiver to the contrary, certain types of accommodation are exempt. For example, the RTA does not apply to accommodation intended to be provided to the travelling or vacationing public or occupied for a seasonal or temporary period in a hotel, motel, bed and breakfast vacation establishment, or certain other types of facilities. As well, the RTA does not apply where the occupant is required to share a bathroom or kitchen with the owner.

In situations where it may be unclear, a landlord or tenant can make an application to have the Landlord and Tenant Board (LTB) determine whether all or part of the RTA applies to a rental unit or residential complex. It is up to the Member to determine whether or not the RTA applies in any situation, depending on the facts of the case.

Tenancy Agreement

Where a rental unit is subject to the RTA, a landlord and tenant enter into a tenancy agreement. A tenancy agreement is a written, oral or implied agreement between a landlord and a tenant for occupancy of a rental unit. In the contract, the tenant agrees to pay rent to live in a rental unit provided by the landlord.

The landlord and tenant can agree to a fixed term tenancy which lasts for a specific period of time. Most fixed term tenancies are for one year, but the RTA does not mandate minimum rental periods. When a tenancy agreement expires, the tenancy does not end – it continues under the same terms and conditions as before, because landlords and tenants have to give each other proper notice to end a tenancy.

Subletting

A sublet occurs when a tenant moves out of the rental unit, lets another person live there for a period of time, but returns to live in the unit before the tenancy ends.

A tenant must have the landlord’s consent to sublet the unit, but the landlord must have a good reason to refuse. If a tenant sublets without the landlord’s consent, the landlord can apply to the Landlord and Tenant Board (LTB) for an eviction order to terminate the original tenancy and evict the unauthorized occupant. If the tenant thinks that the landlord is being unreasonable in withholding their consent to sublet to a specific person, the tenant can file an application with the LTB.

A tenant who sublets a rental unit cannot:

charge a rent that is greater than the rent that is lawfully charged by the landlord for the rental unit;

collect any additional fee for subletting a rental unit; or

require an individual to pay for goods or services as a condition for the subletting in addition to the rent the person is lawfully required to pay to the tenant or landlord.

In a sublet, all of the terms of the original tenancy agreement stay the same. The tenant is liable to the landlord for any breaches in their lawful obligations under the tenancy agreement, while the sub-tenant is liable to the tenant.

Eviction

Under the Act, in certain cases a tenant can be evicted if the tenant, tenant's guest or someone else who lives in the rental unit does something they shouldn't do. Grounds for eviction include, but are not limited to:

- wilfully or negligently causing damage to the rental property
- substantially interfering with the reasonable enjoyment or another lawful right of other tenants or the landlord
- seriously impairing the safety of others
- allowing too many people to live in the rental unit in contravention of health, safety or housing standards ("overcrowding")

A landlord can end a tenancy only for the reasons allowed by the Act.

The first step is for the landlord to give the tenant notice in writing that they want the tenant to move out. The proper forms a landlord must use for giving a notice to end the tenancy are available from the LTB.

If the tenant does not move out after receiving the notice, the landlord can ask the LTB to end the tenancy by filing an application. The LTB will decide if the tenancy should end after holding a hearing. Both the landlord and the tenant can come to the hearing and explain their side to a member of the LTB.

Landlord and Tenant Board

The LTB resolves disputes between residential landlords and tenants and provides information/brochures about the RTA.

Contact the LTB: Toll free: 1-888-332-3234

Toronto area: 416-645-8080

TTY: Bell Relay Service at 1-800-268-9242

Website: <http://www.sjto.gov.on.ca/ltb/>





JURISDICTIONAL SCAN

JURISDICTIONAL SCAN

What are other municipalities doing?

The following is a high-level scan of how municipalities in Ontario and the United States are, or are not, utilizing some common home-sharing regulatory levers.

The chart below is a summary for reference purposes.

For further details, refer directly to the links below in Table 6 – Jurisdictional Scan Narrative.

The inclusion of municipal examples in this guide does not imply an endorsement by the Province.



TABLE 5 JURISDICTIONAL SCAN

Regulation	The Blue Mountains	Niagara-on-the-Lake	Toronto	Vancouver	New Orleans (USA)	Chicago (USA)
License home-sharing platform			✓			✓
License/Register hosts/operators	✓	✓	✓	✓	✓	✓
Limit rentals to principal residences			✓	✓		✓
Maximum number of consecutive days	✓	✓	✓	✓	✓	
Maximum number of days per year					✓	
Number of guests	✓				✓	
Zoning	Certain areas of the Town are zoned to allow for Commercial Resorts Units; these do not need to be licenced for short term rentals.	Zoning restrictions are based on the type of short-term rental, e.g., cottage rental, vacation apartment, etc.	Short-term rentals to be added as a permitted use for all zones where dwelling units are permitted	Short-term rentals to be allowed in all residential dwelling units across certain zoning districts.	The Comprehensive Zoning Ordinance allows specific short-term rental types in specific zoning districts.	Zoning used to restrict home-sharing in some residential areas.
Ineligible or Prohibited Building List						✓
Tax on transient accommodation			Under review	Under review	✓	✓

TABLE 6 JURISDICTIONAL SCAN NARRATIVE

The following table provides a more detailed look at the approaches to regulating home-sharing in several municipalities in Ontario and the United States. For further details, please refer to the links below.

JURISDICTIONAL APPROACHES

TOWN OF THE BLUE MOUNTAINS

<http://www.thebluemountains.ca/sta-consult.cfm>

Goal

The Town of Blue Mountains is aiming to balance the needs of property owners with those of residents looking for safe, adequate and properly maintained short-term accommodation (STA) premises.

The accommodation of recreational visitors is critical to the economy of the Town and to employment in the many recreational businesses and activities located there. Short-term accommodations, including the rental of private houses, chalets and condominium units, are important to tourism in the area.

Definition

[BY-LAW NO. 2009-04](#)

"SHORT TERM ACCOMMODATION (STA)" means a dwelling or structure of any part thereof that operates or offers a place of temporary residence, lodging or occupancy by way of concession, permit, lease, license, rental agreement or similar commercial arrangement for any period less than thirty (30) consecutive calendar days, throughout all or any part of a calendar year. Short term accommodation shall not mean or include a motel, hotel, bed and breakfast establishment, tourist cabin or cottage, hospital, commercial resort unit or similar commercial or institutional use.

Key Points

- Generally, a newly established STA is not permitted in a low density residential zone.
- Short term (less than 30 days) accommodation uses are NOT permitted in any traditionally single-family-dwelling neighbourhoods, zoned R1, R2 and R3.
- The maximum number of occupants within a dwelling that is being operated as a short term accommodation shall not exceed a total number based upon 2 persons per bedroom plus an additional 2 persons.

- The number of non-occupying guests permitted at a short term accommodation premises must not be such that it may conflict with the residential neighbourhood or amenity.
- Short term accommodation renters are not to host commercial functions.
- So called "party houses" conflict with residential amenity and are not permitted.
- Any gathering, celebration or entertainment at a short term rental accommodation premise must not conflict with residential amenity and must comply with all the other requirements of this Code and the Town of The Blue Mountains by-laws.
- An STA Licence is only required if you rent for periods of less than 30 days.
- There are certain areas of the Town where owners do not require a license to rent for short term periods but they must meet other requirements. Certain areas of the Town are zoned to allow for Commercial Resorts Units (CRU) and these do not need to be licensed for short term rental periods at this time.
- Consequences can include fines if an owner is found to be in violation of the bylaw.
- A license is valid for a period of 2 years from date of issuance.

NIAGARA-ON-THE-LAKE

Definition

[BY-LAW NO. 4634-13](#)

SHORT TERM RENTALS means the use of a building for overnight guest lodging for a period of not more than 28 days and includes Bed and Breakfast Establishment, Cottage Rentals, Villas, County Inns and Vacation Apartments.

Key Points:

- Short-term rentals include:
 - Bed and Breakfasts – no more than three guestrooms
 - Villas – four or more bedrooms
 - Cottages – up to three bedrooms
 - County Inns – more than three rented rooms.
- Only the registered owner or the lessee of a residential building, who has explicit permission from the owner, may apply for and hold a license to operate a short-term rental.
- In the case of a corporation, any of the largest shareholders can apply.
- The lessee of a commercially zoned property may apply.

- No person shall use or operate a short-term rental unless they hold a valid license.
- Only buildings that have been occupied as a single detached dwelling for a minimum of 4 years shall be eligible for a license. Any additions placed on the building that expand the number of rooms will not be available to rent until that portion of the addition/extension has been occupied for 4 years.
- All municipal taxes, building permits, water and hydro accounts for the property must be current and not outstanding before a license will be issued.
- Short term rentals must front a public road, have parking, be fully serviced by water and sewage, in compliance with all by-laws, zoning, official plan, proof of liability insurance, fire and health and safety codes.
- All guests must leave registration information with the licensee and the licensee is required to keep daily records for inspection.
- A Municipal Law Enforcement Officer may require access to the licensed premises to inspect and verify compliance.
- A Special Occasion permit is required if a licensee wishes to hold a more commercial gathering or wedding or large reception.
- License infringements will get 72 hours to correct an issue. If the Town must correct the violation it will be at the expense of the Owner. License may also be revoked.
- License fee is \$108 per licensed guest room per year.
- Fine for operating a short term rental without a current license is \$500.

TORONTO

<https://www.toronto.ca/city-government/public-notices-bylaws/public-notices/proposal-to-establish-a-new-municipal-code-chapter-for-short-term-rentals/>

Goal

The City of Toronto's regulations are intended to maximize the benefits of short-term rentals and contain their negative impacts in a manner that is also consistent with the principles in the City's official plan and the overall objectives to promote consumer protection, public safety, and the economic, social and environmental health of the City.

Definition

A short-term rental is all or part of a dwelling unit in the City of Toronto used to provide sleeping accommodations for any rental period that is less than 28 consecutive days in exchange for payment. This includes existing bed and breakfasts and excludes hotels and motels and accommodations where there is no payment.

Key Points

- Short-term rentals are permitted across the city in all housing types
- People can host short-term rentals in their principal residence only – both homeowners and tenants can participate
- People can rent up to three bedrooms or entire residence
- People who live in secondary suites can also participate, as long as the secondary suite is their principal residence
- An entire home can be rented as a short-term rental if owner/tenant is away - to a maximum of 180 nights per year
- People who rent their homes short term must register with the City and pay \$50
- Companies such as Airbnb must become licensed and pay a fee of \$5,000, plus \$1/night booked through the platform

VANCOUVER

<http://vancouver.ca/doing-business/short-term-rentals.aspx>

Definition

“A short-term rental (STR) is a home, or a room in a home, that is rented for less than 30 days at a time.”

Goal

Through its short term rental regulations, the City of Vancouver is seeking to accomplish the following:

- **Long Term Rental Supply:** Protect the supply and affordability of long term rental housing for Vancouver residents.
- **Health and Safety:** ensure residential space rented as tourist accommodation meets Building Bylaw and Property Use standards.
- **Neighbourhood Fit:** Maintain quality of life and safety in residential neighbourhoods and buildings.
- **Tax and Regulatory Equity:** Treat accommodation providers equitably from a tax and regulatory perspective.
- **Supplemental Income:** allow residents to earn income from renting their home occasionally.
- **Tourism:** Support growth in tourism and Vancouver’s ability to support peak tourism season and to host major events.
- **Compliance:** design a regulatory, licensing and enforcement system that is easy to understand, inspires high levels of voluntary compliance and has effective means of preventing unlawful behaviour.

Key Points

- Short-term rentals are allowed starting April 2018 – but not before.
- Homeowners and renters will only be allowed to list their principal residences, defined as where you live most of the year, pay

your bills, cook your meals, and receive government mail.

- Vancouver residents will not be permitted to apply for licences to list secondary suites like basement apartments or laneway homes, or second homes (unless they are the person's principal residence).
- Annual licensing fee of \$49 each year; anyone operating a short-term rental must list the licence number in online advertisements.

NEW ORLEANS (USA)

<https://www.nola.gov/short-term-rentals/>

Definition

“Short term residential rental’ means a dwelling unit located within the city that is rented as, or held out as being used as, a shared housing unit, bed-and-breakfast establishment or vacation rental.”

Key Points

- There are three license categories:
 - Accessory – rooms in principle residence or secondary unit; no limit on number of days it can be rented in a year; maximum of three guests per bedroom, with a maximum of six guests in total.
 - Temporary – entire residence; can be rented for a maximum of 90 days per year; maximum of two people per bedroom, with a maximum of ten guests in total.
 - Commercial – entire unit in non-residential district; no limit on the number of days it can be rented in a year; maximum of ten guests.
- The license placard provided by Safety and Permits must be prominently displayed on the front facade of the structure in a location clearly visible from the street during all periods of occupancy.
- Airbnb must collect taxes from their hosts.
- Short-term rentals are banned in the tourism centric French Quarter.
- Short-term rentals are not permitted outdoors, in an accessory structure (e.g. shed, garage, etc.), or in a recreational vehicle.
- Only one party of guests are permitted per short-term rental
- Use of the short-term rental for any commercial or social events is prohibited.

- The short-term rental shall outwardly appear as a residential dwelling.
- Short-term rentals shall not adversely affect the residential character of the neighborhood nor shall the use generate noise, vibration, glare, odors, or other effects that unreasonably interfere with any person's enjoyment of his or her residence.

Chicago (USA)

Shared Housing Ordinance:

<https://www.cityofchicago.org/content/dam/city/depts/bacp/ordinances/sharedhousingordinanceversionfinal.pdf>

Definitions

“**Shared housing host**” means an owner or tenant of a shared housing unit who rents such unit to guests.

“**Shared housing unit**” means a dwelling unit containing 6 or fewer sleeping rooms that is rented, or any portion therein is rented, for transient occupancy by guests. The term “shared housing unit” shall not include: (1) single-room occupancy buildings; (2) hotels; (3) corporate housing; (4) bed-and-breakfast establishments, (5) guest suites; or (6) vacation rentals.

Goal

To strengthen protections for consumers and quality of life while generating new revenue to invest in supportive services and housing for the homeless.

Key Points

- Chicago has created two categories of platforms and has different requirements for each:
 - “intermediaries” (e.g., Airbnb) that primarily list shared housing units registered with the City on the company’s platform; and
 - “advertising platforms” (e.g., HomeAway) that primarily list licensed vacation rentals or bed-and-breakfasts on the company’s platform, and do not receive rental or revenue data from hosts.
- Chicago limits short-term rentals in the different types of units as follows, though hosts can seek exemptions from these rules from the city:
 - **single-family homes**: only primary residences can be rented;
 - **multi-family homes** (i.e. 2-4 units): only primary residences can be rented and a limit of one rental unit per building will apply; and
 - **multi-unit buildings** (i.e. 5+ units): a limit of one-quarter of the total number of dwelling units in the building or 6 rental units, whichever is less, will apply.

- Primary residence is defined as a dwelling unit: (1) that is occupied by its owner on a daily basis at least 245 days in the applicable calendar year; and (2) for which the owner has claimed a Cook County homeowner exemption
- There is a “one-strike-and-you’re-out” rule for certain “egregious conditions” (e.g. violent acts, drug trafficking, gang-related activity, improper commercial activity including large parties) and a “three-strikes-and-you’re out” rule for units that cause a disturbance due to certain incidents (e.g. noise, public drunkenness, harassment of passersby, loitering, overcrowding).
- The City will establish an “**ineligible list**” and ensure that these units are not allowed to operate. This list will prohibit the properties of problem landlords, building code scofflaws, and units that are subject to an order to vacate or that have been deemed a public nuisance from being listed on the site.
- Cooperative buildings, condominium buildings, and buildings governed by a homeowner’s association, regardless of size, along with owners of buildings with five or more units are able to request to be added to a “**prohibited buildings**” list to establish short-term rental activity as illegal in their buildings. The City screens unit registrations to determine if any are located in these buildings and, if so, take enforcement action to remove the units from the registry.
- The legal voters of any precinct within the City that contains residentially zoned property may petition their local alderman to introduce an ordinance establishing that precinct as a restricted residential zone, with different levels of restriction available.

RESOURCES

Ontario by-laws

Town of The Blue Mountains: [BY-LAW NO. 2009-04](#)

Town of Niagara-on-the-Lake: [BY-LAW NO. 4634-13](#)

Other jurisdictions

New Orleans, USA: [Short Term Rentals](#); [Licensing Ordinance](#); [Zoning Ordinance](#)

Chicago, USA: [Ordinance, Summary](#)

Mowat Centre Research

[What to do about Airbnb? Four things Ontario should consider in the move to regulate home-sharing](#)

[Regulating Disruption: Governing in an era of rapid technological change](#)

Canadian Centre for Policy Alternatives

[Regulating Airbnb and the Short-Term Rental Market](#)



THE HOME-SHARING GUIDE FOR MUNICIPALITIES



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**THE CORPORATION OF THE
TOWN OF NIAGARA-ON-THE-LAKE**

BY-LAW NO. 4634-13

**A BY-LAW FOR THE LICENCING, REGULATING AND
GOVERNING OF SHORT TERM RENTALS IN THE TOWN OF
NIAGARA-ON-THE-LAKE AND TO REPEAL BY-LAW 4422-10
AND BY-LAW 4016-06 AND AMENDMENTS**

WHEREAS Subsection 8(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the Act) provides that the powers of a Municipality under any act shall be interpreted broadly so as to confer broad authority on Municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their 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;

AND WHEREAS Section 11 of the Act authorizes a Municipality to pass by-laws respecting health, safety and well-being of persons, parking on property, structures including fences and signs;

AND WHEREAS Section 151 of the Act authorizes a Municipality to provide for a system of licenses with respect to a business including issuance and suspension;

AND WHEREAS Section 425 of the Act authorizes a Municipality to create offences;

AND WHEREAS Section 429 of the Act authorizes a Municipality to establish a system of fines or offences under a by-law of a Municipality passed under the Act;

AND WHEREAS Section 436 of the Act authorizes a Municipality to pass by-laws providing that the Municipality may enter onto land at any reasonable time for the purpose of carrying out an inspection to determine compliance with a by-law direction, order or license;

AND WHEREAS Section 444 of the Act provides that a Municipality may make an order to require a person to discontinue contravening a by-law and to do the work required to correct a contravention;

AND WHEREAS the Council of the Corporation of the Town of Niagara-on-the-Lake has engaged in public consultation, including public meetings and direct consultation with representatives of the business community and Short Term Rental industry;

AND WHEREAS the Council of the Corporation of the Town of Niagara-on-the-Lake considers it advisable that such licencing, regulating and governing take place in regard to Bed and Breakfast Establishments, Country Inns, Cottage Rentals, Villas and Vacation Apartments;

AND WHEREAS the Corporation of the Town of Niagara-on-the-Lake has reviewed its requirements with regard to such establishments and wishes to repeal By-law 4016-06 its amendments and By-law 4422-10.

NOW THEREFORE BE IT ENACTED AS A BY-LAW OF THE CORPORATION OF THE TOWN OF NIAGARA-ON-THE-LAKE, as follows:

SECTION 1: DEFINITIONS AND INTERPRETATION

If any of the following definitions are defined as per the Town's Zoning By-law, the most current version of the definition from the Zoning By-law will apply.

BED AND BREAKFAST ESTABLISHMENT means a single-detached dwelling with no more than three (3) guest bedrooms for overnight guest lodging, where only breakfast is included, for the temporary accommodation of the traveling or vacationing public and includes the living accommodation of the residents of the dwelling. Such establishment shall be licensed by the Town of Niagara-on-the-Lake and shall not include a restaurant, hotel, motel, boarding or rooming house, nursing home, or any home licensed, approved or supervised under any general or special Act. The principal use of the dwelling unit shall be for residential purposes and the bed and breakfast establishment shall be an ancillary use to the main residential use. Guest bedrooms shall not be suites.

BUILDING means any structure consisting of walls, foundation and a roof, which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals, goods or materials and shall exclude a boundary wall or fence and any vehicle as defined herein.

VILLA means the commercial use of a single detached dwelling unit with four or more bedrooms, that may be rented for periods up to 28 consecutive days for use as temporary accommodation and used as an occasional or seasonal residential dwelling for recreation, rest or relaxation by one household, but not occupied continuously as a principal residence. When occupied continuously as a principal residence (i.e. for

more than 28 days), a "Villa" can be used as a "Single Detached Dwelling". A "Villa" use is not a "Cottage Rental". Villas located in the Agricultural Zone District are restricted to a maximum of six (6) rented rooms.

COTTAGE RENTAL means the commercial use of a single detached dwelling unit with up to three (3) bedrooms that may be rented for periods up to 28 consecutive days for use as temporary accommodation and used as an occasional or seasonal residential dwelling for recreation, rest or relaxation by one household, but not occupied continuously as a principal residence. When occupied continuously as a principal residence (i.e. for more than 28 days), a "Cottage Rental" can be used as a "Single Detached Dwelling". A "Cottage Rental" use is not a "Villa".

COUNCIL means the Council of the Corporation of the Town of Niagara-on-the-Lake.

COUNTRY INN means a residential use which is in the principal residence of the owner/operator and host, having more than three rented rooms and providing lodging and only breakfast to overnight guests. Country Inns located in the Agricultural Zone District are restricted to a maximum of six (6) rented rooms. (A Country Inn shall only be permitted by way of a site specific zoning by-law amendment and shall be subject to the same licencing requirements as Bed and Breakfast Establishments.)

DWELLING means a building or part thereof used or intended to be used as a residential unit.

DWELLING, SINGLE DETACHED means a single detached building which is freestanding, separate, and has independent exterior walls and contains one dwelling constructed for year round habitation by one or more persons.

LICENSEE means the person who holds a current license to operate a Short Term Rental.

MUNICIPAL LAW ENFORCEMENT OFFICER means a person appointed by the Council of the Town to enforce this and other by-laws.

OPERATING means the offering or providing of accommodation for hire, the accepting of reservations or the allocation of rooms. Operate has a corresponding meaning.

OWNER means any person who is a registered owner, has a legal or equitable interest, has a legal right to obtain possession, or who has control or management of any property, land, building or structure.

PROPERTY means any lot, block or other area in which land is held or into which it is subdivided, including the buildings and structures thereon.

RESIDENTIAL UNIT means a set of self-contained habitable rooms located in a building or structure that is used or intended for use as a residential premises which contains kitchen and bathroom facilities that are intended for the exclusive use of the unit and has a private means of egress to the outside of the building or structure, or from a common hallway or stairway inside the building or structure in which it is located.

ROOM means a singular space within a building comprised of a floor, a ceiling and walls that is capable of being occupied and used by a person(s). It may include such features as closets, cupboards and private sanitary facilities (an ensuite) a sitting area and only one sleeping area. A sleeping area is an area within a room that contains a bed(s) and is not separated by walls containing doors.

SHORT TERM RENTALS means the use of a building for overnight guest lodging for a period of not more than 28 days and includes Bed and Breakfast Establishment, Cottage Rentals, Villas, Country Inns and Vacation Apartments.

SUITE OR SUITE OF ROOMS means rooms that are common to each other (adjacent and interconnected) and served with one or more entrances and capable of being occupied and used by person(s). These rooms may include such features as closets, cupboards and private sanitary facilities (an ensuite), sitting areas and sleeping areas.

TOWN means the Corporation of the Town of Niagara-on-the-Lake.

TOWN CLERK means the Town Clerk or his/her designate as appointed by the Council of the Town.

VACATION APARTMENT means an "Apartment Dwelling" or a "Residential Unit" above a business on a commercially zoned property that is rented for periods up to 28 consecutive days for use as temporary accommodation and used as an occasional or seasonal residential dwelling for recreation, rest or relaxation by one household, but not occupied continuously as a principal residence. When occupied continuously as a principal residence (i.e. for more than 28 days) a "Vacation Apartment" can be used as an "Apartment Dwelling" or as a "Residential Unit". A "Vacation Apartment" is not a "Villa" or a "Cottage Rental".

SECTION 1.01

Unless otherwise specified, words importing the singular include the plural and vice versa and words importing gender include all genders and the past, present or future tense or other related form of defined term shall have the same meaning as the defined term.

SECTION 2: GENERAL PROVISIONS

1. Only the following persons may apply for and hold a license to operate a Short Term Rental:
 - (a) the Registered Owner or the Lessee of the building, provided that when the Registered Owner or the Lessee is a Corporation, the principal shareholder of the Corporation shall apply, with the consent of the Owner. In the event that the Corporation's share structure is such that the largest shareholders hold an equal amount of shares in the Corporation, then any of the largest shareholder may apply for and hold a license, or
 - (b) the Lessee of a commercially zoned property,

2. No person shall use or operate any Short Term Rental unless they hold a current license issued pursuant to this by-law. In Short Term Rentals, the following is applicable:
 - (a) Bed and Breakfast Establishments may only be rented as individual bedrooms for licencing purposes;
 - (b) Country Inns may only be rented as individual bedrooms for licencing purposes;
 - (c) Cottage Rentals and Villas may only be rented as an entire dwelling unit for licencing purposes (individual rooms cannot be rented);
 - (d) Vacation Apartments may only be rented as an entire dwelling unit for licencing purposes (individual rooms cannot be rented).

3. Only buildings that have been occupied as a single detached dwelling for a minimum of four (4) years shall be eligible for a license. Any additions or extensions to the building that expand the number of rooms will not allow the Licensee to apply to increase the number of guest rooms available for rent until that portion of the addition or extension has been occupied for four (4) years.

4. All municipal taxes, water and hydro accounts for the property must be current and not in arrears and outstanding Building Permits issued must be closed and final before a license will be issued.
5. Short Term Rentals must be fully serviced with water and sewage services approved by the Town or Regional Public Health Department.
6. Short Term Rentals must front onto a Public Road or the Niagara Parkway.
7. A Bed and Breakfast Establishment or Country Inn, while in operation, must be occupied and operated on a full time basis by the licensee while paying guests occupy or have the right to occupy guest bedrooms. In the case of an emergency or short term vacation, the Licensee may appoint a representative to occupy the site on a full time basis up to a maximum of 30 days.
8. In addition to compliance with all of the aforementioned provisions of this By-law, the Zoning By-law, Official Plan, Ontario Fire Code, Health Regulations, the Building Code and other Town By-laws, a Short Term Rental shall also be operated in compliance with the following provisions:
 - (a) A Bed and Breakfast Establishment or Country Inn may provide and serve breakfast only. No other meal shall be offered or served on the premises. No cooking or cooking appliances shall be permitted in licensed rooms. Bottle warmers, kettles and coffee makers are not considered cooking appliances for the purposes of this by-law. Breakfast is defined as a meal served typically between the hours of 6:00 a.m. and noon local time.
 - (b) No liquor shall be provided to Short Term Rental guests in contravention of the Liquor License Act for the Province of Ontario.
 - (c) The Owner and / or Licensee, in conjunction with tenants and guests of a Short Term Rental, may be held responsible for behavioral contraventions by tenants and guests with the Towns Noise and Public Nuisance By-law.
9. Short Term Rentals shall be operated in compliance with the following provisions:
 - (a) The following shall be made available to guests:
 - i) a copy of the current license; and

- ii) a copy of the current Town Noise By-law; and
 - iii) a copy of the current Town Public Nuisance By-law; and
 - iv) a copy of the current parking provisions as the Town's Zoning By-law; and
 - v) a copy of the approved floor plans identifying the rooms and also showing exit routes; and
 - vi) information in each Licensed Room, Vacation Apartment, Cottage Rental, Villas indicating it is duly licensed and listing the rate of rental.
- (b) Only signs in accordance with the Town's current Sign By-law shall be displayed.
- (c) Each Licensee shall provide contact information of a responsible person, within the Town, who maintains the property and manages guests.
- (d) Each Licensee shall keep a daily register in the form of either a day journal or a sequentially numbered guest registration form. The day journal shall have a separate date on each page with enough space provided for each guest to register. Both the Day Journal and/or the Guest Registration Form shall contain the guest name, the guest assigned room if applicable, the guest home address and home telephone number, the date and duration of stay, the guest's vehicle make, license plate number, and the Province or State in which the vehicle is registered. The daily register must be kept current and be available for inspection.
- (e) The Licensee, upon request from a Municipal Law Enforcement Officer, shall present the Day Journal or a sequentially numbered Guest Registration Form for inspection.
- (f) The Municipal Law Enforcement Officer may require access to the licensed premises between the hours of 8:00 a.m. and 6:00 p.m. The provision of access is a requirement of this by-law to verify the health and safety of the premises and to verify compliance.
- (g) The Licensee shall be responsible for ensuring that guests park in the areas designated on the approved site plan.
10. No Short Term Rental shall be used for the hosting of weddings and receptions or any other similar commercial activity. In the event that a Licensee wishes to host a Special Event, such as a family wedding or a not-for-profit charitable function, the Licensee shall provide prior

notification to the Town by submitting a Special Events Notification Form as set out in Schedule "C" to this by-law.

SECTION 3: PARKING

1. Parking requirements for Short Term Rentals shall be based on the requirements needed as per the provisions in the Zoning By-law applicable at the time of application plus any additional requirements based on the type of license being applied for:
 - (a) a Bed & Breakfast and Country Inn will require extra spaces for any additional registered vehicles belonging to an inhabitant or employee of the dwelling;
 - (b) a Villa will require a parking space per guest room as per the zoning requirements;
 - (c) a Vacation Apartment rental requires a minimum of one parking space which is clearly marked and signed as a designated parking space for the Vacation Apartment Rental;

The total number of parking spaces available must be shown on the plan submitted with the Application showing the dimensions and setbacks of all spaces. The total number of available spaces shall be determined according to the zoning criteria in place at the time of the initial Application for License provided that the property has been continually used, under the authority of a license since the time of the initial Application for License. In the event that the property has not been continually used under the authority of a license since the initial application then the total number of available spaces shall be determined according to the zoning criteria in place at the time of the current application held by the Licensee. In addition to parking requirements in the zoning by-law for guest rooms, the applicant shall provide for at least one parking space for each vehicle registered to the property.

SECTION 4: LICENSE APPLICATION

1. An Application for a license for a Short Term Rental shall be submitted to the Town Clerk, and shall include a clear and legible site plan [except for Vacation Apartments, see Section 3:1(b)] drawn to scale and shall include:
 - (a) the location of the building on the property with setbacks indicated from all property lines,
 - (b) the location and dimension of the parking area and the required parking spaces,

- (c) driveway access to the required parking spaces, and
- (d) the location and dimensions of the outdoor amenity area, shall be as required in the current zoning by-law provisions.

2. An Application for a Vacation Apartment may use the site plan attached to the registered site plan agreement on title. In the case where there is no site plan registered on title, then Section 4: 1. (a) to (c) applies to Vacation Apartments.
3. The Application will require proof of separate liability insurance coverage for Short Term Rentals for a minimum of Two Million Dollars (\$2,000,000). As well "The Corporation of the Town of Niagara-on-the-Lake" shall be shown as an "Additional Insured". Proof is also required to be supplied to the Town Clerk for the additional years of the License or should the policy be cancelled.
4. An Application for a Bed and Breakfast Establishment and Country Inn shall include a list of motor vehicles that are used and/or stored on-site by the residents of the licensed premises along with the license plate numbers of the said vehicles. The Licensee shall notify the Town Clerk of any changes within seven (7) days;
5. The Application will identify on it the number of full-time occupants of a Bed and Breakfast Establishment or Country Inn;
6. The Applicant shall pay the required licencing fee as per Schedule "A" attached to this by-law.
7. Upon receipt of a completed Application and the payment of the fee, the Town Clerk shall do the following:
 - (a) in the case of a new Application, the Clerk shall forward the Application to the Community & Development Services Department and to the Fire Department;
 - (b) in the case of a renewal Application, the Clerk shall forward the Application to the Community & Development Services Department;

(c) in the case of both new and renewal Applications, the Clerk shall forward the Application to the Niagara Regional Public Health Department for Country Inns, Villas, and for all other Applications not on municipal water or Applications that have a pool as required by the Niagara Regional Public Health.

8. Upon receipt of satisfactory responses to all of the inquiries by the Town Clerk under this By-law and compliance with all other provisions of the By-law the Town Clerk shall issue a license, which shall expire at midnight on December 31st as noted on the license.
9. The Licensee shall be responsible for informing the Town Clerk in writing of any changes to the approved information contained within the Application or any deviation to the approved plans within seven (7) days of such change or deviation. Nothing herein allows a Licensee to rent rooms other than those identified and approved on the floor plans submitted with the Application for a License unless the Town has approved same.
10. The submission of false or misleading information in the Application for a license will void the Application. Any license issued on such an Application is automatically revoked.

SECTION 4.01: LICENSE TIME PERIOD

1. An application which has been approved and for which a license has been issued pursuant to this by-law, such license shall expire upon the earliest of the following events:
 - (a) midnight on December 31st of the fourth year of the license; or
 - (b) the sale of the Short Term Rental identified on the license.
2. During the transition period and for the purposes of Licencing, reference shall be given to Schedule D.
3. When a Short Term Rental has been sold, the new owner has one year from the possession date to apply for a license in order to maintain legal non-conforming status.

SECTION 4.02: LICENSE ISSUE AND DENIAL

1. A license shall be issued if the completed application conforms to the provisions of this by-law, every other by-law of the Town, including but not limited to Property Standards, Clean Yards, Fences, Swimming Pools, Signs, Noise and Nuisance, the Ontario Building Code and regulations made there under and the Ontario Fire Code, and if all required fees are

paid. The Town Clerk and Municipal Law Enforcement Officer assigned such duties may:

- (a) refuse a license application for any license if the information submitted on the application is incomplete or incorrect; or
- (b) refuse a license application for any license where all the required fees have not been paid; or
- (c) refuse a license application for any license where a license has been previously revoked, suspended, made subject to special condition or a property applying for license has presented a history of contravention with this or other Town by-laws.

SECTION 4.03: LICENSE REFUNDS AND PENALTIES

1. If a license application is denied, the application fee will be refunded to the applicant.
2. If no inspections for the purposes of receiving a license have been booked on the applicant's part, the fee may be refunded to the applicant upon request.
3. Should an applicant wish to cancel their license during the four year term, as long as the Licensee advises in writing that they have not operated in the year they are requesting a refund, a full refund for the years remaining of the license will be refunded. Applicants must request a refund no later than June 1st in the year they are requesting the refund.

SECTION 4.04: LICENSE FEES

1. All applications for a license filed with the Town shall be accompanied by the fee for each license as established by Council from time to time by resolution and as specified in Schedule A to this by-law.
2. During the transition period of having all licensed establishments on a four year license, the fee will be based on a one year license times the amount of years to be licensed and the number of rooms.

SECTION 4.05: PRE-LICENSE INSPECTION

1. It is the responsibility of any person applying for a license to coordinate with the Town Clerk, to arrange for an inspection of the property as a condition to and prior to receiving a license to ensure compliance with the following:
 - (a) provisions of this by-law;

- (b) Ontario Fire Code;
- (c) Ontario Building Code;
- (d) Property Standards By-law;
- (e) Clean Yards By-law;
- (f) Zoning By-laws; and
- (g) any other Town by-laws that may affect the status of the application.

SECTION 5: ADMINISTRATION AND ENFORCEMENT

1. The Town Clerk and/or any Municipal Law Enforcement Officer, and/or Fire Services assigned such duties shall be responsible for the administration and enforcement of this by-law.
2. Upon receipt of an application for a license, the following functions shall be performed:
 - (a) receive and review the application in conjunction with any regulation governed by this by-law;
 - (b) carry out inspection as may be necessary to satisfy that the property is in compliance with the provisions of this by-law, all other Town By-laws, any regulations and the approved plans; and
 - (c) if the application conforms to the provisions of this by-law, all other by-laws of the Town and all regulations, then the Town Clerk and/or the Municipal Law Enforcement Officer shall retain one (1) copy for the file and issue a license;
 - (d) issue the required notice whenever contraventions are found with the provisions of this by-law.
3. The Municipal Law Enforcement Officer is empowered, upon presentation of proper credentials, to enter onto land and/or at any reasonable time to inspect any building, structure or property for the purposes of carrying out an inspection to determine whether this by-law or a notice or an order issued is being complied with. Such inspections shall be carried out during business hours, being between 8:00 a.m. and 6:00 p.m., unless an emergency situation exists where public safety is in question.

SECTION 5.01: VIOLATIONS

1. When, in the opinion of the Town Clerk or a Municipal Law Enforcement Officer, a violation of this by-law has occurred or exists, the Town Clerk or a Municipal Law Enforcement Officer shall issue a written compliance notice to the alleged violator. The notice shall specify those sections of the by-law which are in violation and shall state that the violator has seventy-

two (72) hours from the delivery of the notice in which to correct the alleged violation, failing which the Town may correct the alleged violation at the expense of the Owner / Occupier.

2. Service of any notice under this section shall be carried out by personal service upon the violator by the Town Clerk or a Municipal Law Enforcement Officer or by hand delivering the notice to the address of the Owner of the property as listed in the assessment roles of the Municipality.

SECTION 5.02: LICENSE SUSPENSION, REVOCATION

1. The license to operate a Short Term Rental may be revoked, suspended or made subject to special conditions, including monetary payment, by resolution of Council for:
 - (a) any breach of the provisions of this by-law; or
 - (b) any breach of the provisions of any other Town by-law or regulations; or
 - (c) refusal to comply with any notice of violation within 72 hours.

SECTION 5.03: APPEAL

1. An applicant, whose application has been refused, or a Licensee, whose license has been revoked, and is not satisfied with the terms or conditions as to why this action was taken, may apply to appeal this decision with the Licencing Appeal Committee.
2. Every person who initiates an appeal of a decision made under Section 4.02 and Section 5.02 of this By-Law shall submit a notice of appeal;
 - (a) within 14 days of a refusal or revocation;
 - (b) with the non-refundable required fee as detailed in Schedule A of this by-law, and;
 - (c) by registered mail to the Town Clerk and Municipal Law Enforcement Officer.

SECTION 5.04: LICENCING APPEAL COMMITTEE

1. Council shall appoint at large, by a resolution of Council no fewer than three (3) persons of the Municipality to the Licencing Appeal Committee for a term of office concurrent with Council.
2. The Licencing Appeal Committee shall receive all notices of appeal and hold a hearing with every person who initiates an appeal of a decision made under Section 4.02 and Section 5.02 of this By-Law.

3. The Licencing Appeal Committee shall, by majority vote, make a ruling at the conclusion of the hearing, on the date of hearing, and report to the appellant, in writing, forthwith, the decision to:
 - (a) rescind the refusal or revocation action;
 - (b) confirm the refusal or revocation action, or
 - (c) modify the action and create requirements of compliance.
4. Once the recommendation of the Licencing Appeal Committee has been made, such decision shall be carried through to Council for final ratification. Council may confirm, modify or rescind the recommendation made by the Licencing Appeal Committee during this time.

SECTION 5.05: PENALTY FOR NON-COMPLIANCE

1. Every person who contravenes any provision of this by-law is guilty of an offence and all contraventions of this by-law are designated as continuing offences pursuant to section 429 of the Municipal Act, 2001, S.O. 2001, c.25.
2. Every person who contravenes any provision of this by-law is guilty of an offence for each day or part of a day that the offence continues and on conviction is liable to a fine as set out in Schedule B of this by-law for each offence, as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33 and the Municipal Act, 2001, S.O. 2001, c.25.
3. Every Director or Officer of a Corporation who knowingly concurs in the contravention of this by-law is guilty of an offence for each day or part of a day that the offence continues and on conviction is liable to a fine as set out in Schedule B of this by-law for each such offence, as provided for in the Provincial Offences Act, R.S.O. 1990, c.P.33 and the Municipal Act, 2001, S.O. 2001, c.25.
4. Where a person has been convicted for an offence under this by-law, the Court may in addition to any other penalty imposed on the person convicted, issue an order prohibiting the continuation or repetition of the offence or the doing of any act or thing by the person convicted directed toward the continuation or repetition of the offence.
5. Neither the granting of a license nor the approval of an application or an inspection made by the authority having jurisdiction shall in anyway relieve the Owner / Occupant of the property from full responsibility for fulfilling the work or required maintenance in accordance with the provisions of this by-law.

SECTION 6: CONFLICT AND SEVERABILITY

1. If any portion of this by-law is found to be in conflict with any other provision of any zoning, building, fire, safety or other by-law of the Town or regulations, the provision which establishes the higher standard shall prevail.
2. Should any section, clause or provision of this by-law be declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of the by-law as a whole or any part hereof, other than the part which was declared to be invalid.

SECTION 6.01: REPEAL

1. By-law 4016-06 and it's amendments and By-law 4422-10 shall be and are hereby repealed.

SECTION 6.02: EFFECTIVE DATE

This by-law shall come into full force and effect of the final date of passage hereof at which time all by-laws that are consistent with the provisions of this by-law and the same are hereby repealed insofar as it is necessary to give effect to the provisions of this by-law.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 6th DAY OF MAY 2013



LORD MAYOR DAVE EKE



TOWN CLERK HOLLY DOWD

Schedule "A"

Fees

SHORT TERM RENTALS

Appeal Fee \$250.00 (Non-refundable)

\$108 per licensed guest room per year

- Operators shall pay their license fee for the years they are licensed, unless they wish to be invoiced annually. Invoices to be sent out in October, prior to the next licensing year. Should the fee not be collected in due course, the necessary steps will take effect to recommend the license be revoked.

Schedule "B"

Town of Niagara-on-the-Lake

Bylaw no. 4634-13: Short Term Rentals Licencing

Part I Provincial Offences Act

ITEM #	COLUMN 1: Short Form Wording	COLUMN 2: Provision creating or defining offence	COLUMN 3: Set Fine
1	Operate a Short Term Rental without a current Licence	2(2)	\$500

NOTE: The penalty provision for the offences indicated above is Section 5.05 of By-law No. 0000-13, a certified copy of which has been filed.

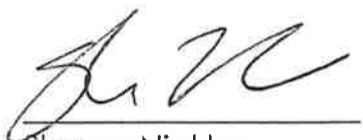
SN
Dec 23/13

PROVINCIAL OFFENCES ACT

Part I

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-Law No. 4634-13; of the Town of Niagara-on-the-Lake, Niagara Region, attached hereto is the set fine for that offence. This Order is to take effect December 23, 2013.

Dated at Hamilton this 23rd day of December 2013.



Sharon Nicklas
Regional Senior Justice
Central South Region

SCHEDULE "C"

Special Event Notification Form

SPECIAL EVENT NOTIFICATION FORM

**MUNICIPAL
ADDRESS:** _____

**LICENSED
OWNER:** _____

**DATE OF
EVENT:** _____

**DESCRIPTION OF
EVENT:** _____

I WILL NOT HAVE PAYING GUESTS ON SITE DURING EVENT

I WILL HAVE PAYING GUESTS ON SITE DURING THIS EVENT

SIGNATURE: _____

**DATE
SUBMITTED:** _____

**NOTE:
THIS FORM TO BE DELIVERED TO THE TOWN CLERK NO LATER THAN
SEVEN (7) DAYS PRIOR TO EVENT TAKING PLACE.**

SCHEDULE "D"

License Transition Periods

In Order to transition all applicants or licensed owners into a four year license, the following applies:

- a) All applications will be renewed as of January 1, 2014 upon proper application.
- b) Applications will be divided into four groups.
- c) A quarter of the applications will be licensed for one year with an expiry date of December 31, 2014. This group will then re-apply January 1, 2015 for a new four (4) year license.
- d) A quarter of the applications will be licensed for two years with an expiry date of December 31, 2015. This group will then re-apply January 1, 2016 for a new four (4) year license.
- e) A quarter of the applications will be licensed for three years with an expiry date of December 31, 2016. This group will then re-apply January 1, 2017 for a new four (4) year license.
- f) A quarter of the applications will be licensed for four years with an expiry date of December 31, 2017. This group will then re-apply January 1, 2018 for a new four (4) year license.

**THE CORPORATION
OF THE
TOWN OF NIAGARA-ON-THE-LAKE
BY-LAW NO. 4631-13**

Official Plan Amendment - Cottage Rentals, Villas, Vacation Apartments

The Council of the Corporation of the Town of Niagara-on-the-Lake, in accordance with the provisions of Section 17 of the Planning Act, hereby enacts as follows:

1. Amendment Number 55 to the Town of Niagara-on-the-Lake Official Plan consisting of the attached explanatory text is hereby adopted.
2. That the Clerk is hereby authorized and directed to make application to the Regional Municipality of Niagara for approval of Official Plan Amendment Number 55 to the Town of Niagara-on-the-Lake Official Plan.
3. This By-law shall come into force and take effect on the day of the final passing thereof.

Enacted and passed this 6th day of May 2013.



LORD MAYOR DAVID EKE



TOWN CLERK HOLLY DOWD

PART A – THE PREAMBLE -

This part does not constitute part of this amendment.

PART B – THE AMENDMENT -

This part consists of the follow text, which constitutes Official Plan Amendment Number to the Town of Niagara-on-the-Lake Official Plan.

PART C – THE APPENDICES -

Does not constitute part of this amendment. The appendices include a copy of the public meetings held in accordance with this amendment.

PART A – THE PREAMBLE

The preamble does not constitute part of this amendment.

PURPOSE

The purpose of this amendment is to revise the General Development policies to include Cottage Rentals, Villas and Vacation Apartments.

BASIS

The basis of this amendment is as follows:

1. The Town of Niagara-on-the-Lake initiated a recent policy and regulatory review of Cottage Rentals. A review of the General Development policies in the Town's Official Plan indicates that, while there are policies relating to Bed and Breakfast homes and Country Inns, there are no Official Plan policies relating to Cottage Rentals, Villas or Vacation Apartments.
2. Some residents in the community identified conflicts with the reasonable use and enjoyment of their own properties, arguing that cottage rental uses were commercial in nature, not residential.

The Bed & Breakfast Association also requested that the Town assess a number of issues associated with an OMB Settlement with the Town dealing with Country Inns and Bed and Breakfast homes. Some of these matters, which also impact Cottage Rentals and form part of this Official Plan Amendment, include license fees, parking requirements, and amenity space.

3. In July, 2012 the Superior Court of Justice – Ontario Division Court, ruled on an appeal of an earlier Ontario Municipal Board decision. The Superior Court upheld the OMB decision which determined that the Town of Blue Mountains could regulate Short Term Accommodations as a commercial land use, separate and distinct from residential uses.
4. Maintaining and protecting the character of residential neighbourhoods and the ability of permanent residents to enjoy the amenities these neighbourhoods provide while allowing for limited commercial rental opportunities is a primary objective of the proposed new policies.
5. The policies in this Official Plan Amendment are intended to ensure that Cottage Rentals, Villas and Vacation Apartments are appropriately located, licensed and controlled to mitigate potential conflicts and maintain the character and stability of existing neighbourhoods. They have also been developed to protect heritage buildings and provide opportunities for sustainable tourism development.

PART B – THE AMENDMENT

As part of the document entitled Part B – The Amendment, consisting of the following text and Schedules constitutes Amendment Number 55 to the Official Plan of the Town of Niagara-on-the-Lake.

DETAILS OF THE AMENDMENT

POLICY REVISIONS

The proposed Official Plan policy revisions regarding Cottage Rentals, Villas and Vacation Apartments are presented below.

1. Add a definition immediately after the definition for Urban Design Guidelines to “Part 1 – Introduction”, “Section 2: Status, Scope, Title and Definitions” of the Official Plan as follows:
“Villa’: means the commercial use of a single detached dwelling unit with four (4) or more bedrooms. They may be rented for periods up to twenty-eight (28) consecutive days for use as temporary accommodation.”
2. Add a definition immediately after the definition for Communication Towers to “Part 1 – Introduction”, “Section 2: Status, Scope, Title and Definitions” of the Official Plan as follows:
“Cottage Rental’: means the commercial use of a single detached dwelling unit having no more than three bedrooms that may be rented for periods up to twenty-eight (28) consecutive days for use as temporary accommodation.”
3. Add a definition immediately after the definition for Urban Design Guidelines to “Part 1 – Introduction”, “Section 2: Status, Scope, Title and Definitions” of the Official Plan as follows:
“Vacation Apartment’: means an apartment dwelling or a residential unit above a business on a commercially zoned property having no more than three (3) bedrooms that is rented for periods up to twenty-eight (28) consecutive days for use as temporary accommodation.”
4. Add Villas in “Part 2-General Policies”, “Section 6: General Development Policies” of the Official Plan as follows:

Villas

Villas shall integrate compatibly into residential communities of the Town. They are an important part of the local economy and provide overnight accommodation through the use of existing housing stock. They may be permitted in urban areas that are fully serviced with water and sewage disposal services approved by the Town and outside urban areas with water and sewage disposal services approved by the Niagara Regional Public Health Department.

Applications for new Villas or to convert Country Inns to Villas shall require a Zoning By-law Amendment.

A Villa is a temporary use of a single detached residential dwelling unit having a minimum of four (4) bedrooms. It is an occasional or seasonal use that allows the travelling public temporary accommodations for rest and relaxation. Although it is intended to restrict Villas to a maximum of six (6) bedrooms, exceptions may be warranted and can therefore be considered as part of a site specific zoning review.

The Municipality will regulate other matters through the implementing Zoning By-law, site plan approval process and/or licensing by-law.

A Villa may be rented for use as temporary accommodation. Prior to the issuance of a short term rental license, a Villa will be subject to an amendment to the Zoning-By-law and a Site Plan Control Agreement. Requiring both a Zoning By-law Amendment and a Site Plan Control Agreement and assessing other factors such as sufficient parking, proper local management and licensing, Villas will be subject to sufficient public scrutiny to ensure compatibility within the surrounding residential neighbourhood, thus disruptions such as noise, are limited and subject to municipal regulation.

In addition, the existence of Villas in designated heritage residential dwellings, or those that have the potential for designation, could contribute to the conservation of their heritage character and provide financial support for the ongoing maintenance of the heritage features of the property.

Applications for Villas will be considered in the context of a review process, involving compliance with the following criteria adopted to protect the residential character of the neighbourhood:

- i) There is sufficient lot area to comfortably accommodate the required number of parking spaces, private amenity space, setback and other requirements.
- ii) Within urban areas, the lot size shall be a minimum of 0.3 hectares (0.75 acres) for five (5) guest rooms and 0.4 hectares (1 acre) for more than five (5) guest rooms. A lesser size lot may be considered for a proposed Villa or an increase in number of rooms for an existing Villa within the urban area without an amendment to this Plan provided the reduction in lot area is:
 - Compatible with surrounding land uses, and potential impacts of the proposed development on present and future land uses in the area can be appropriately mitigated by sensitive application of these policies.
 - The overall character and stability of the surrounding neighbourhood is maintained, considering such matters as: streetscape, location and sufficiency of parking, private amenity space, existing vegetation, environmental features, loss of privacy associated with adjacent outdoor amenity space, and other factors.
 - The following parking provisions are addressed:
 - a. Adequate off-street parking to accommodate each rented room.
 - b. Parking should be as unobtrusive as possible
 - All parking areas are to be screened from abutting residential neighbours.
 - Adjacent heritage resources and/or heritage resources on the property are not negatively impacted.
- iii) A usable outdoor amenity area shall be provided for the activities and relaxation of guests. The amenity area should not consist of areas contained in the front or side yards and setback areas around parking lots. The amount of amenity space must be sufficient for a limited number of guests and must increase in area corresponding to the number of guest rooms.

Outdoor amenity space is to be provided on-site. A minimum outdoor area of 135m² (1453 ft²) should be provided, plus an additional 9m² (97 ft²) for each rented room beyond three (3).

All on-site facilities, such as outdoor patios, amenity areas etc. are for the exclusive use of overnight guests of the Villa.

- iv) Any application for an amendment to the implementing Zoning By-law for a Villa must be accompanied by a Planning Impact Analysis in accordance with the requirements set out in “Part 2 – General Policies” of the Official Plan and Heritage Impact Analysis for properties designated under the Ontario Heritage Act. The analysis will be required as part of the application to determine the appropriateness of the proposed change and identify ways of reducing any adverse impact on surrounding land uses.
- v) All applications for Villas must be accompanied by a site plan that satisfies the Requirements of the Town’s Site Plan Control Agreement, showing the following:
 - a. The locations, surface treatment, drainage and driveway access of all parking areas
 - b. The location of all buildings and structures
 - c. All existing and proposed landscaping.
- vi) The implementing by-law for the Villa will prohibit the use of the dwelling for lodging of roomers and boarders beyond the number of rooms permitted in the Villa.

No signage indicating that the building is a Villa or that rooms are for hire shall be displayed anywhere within the Municipality, other than signs permitted in accordance with the Town’s Sign By-law and site plan requirements.
- vii) A Villa must front on a public road. For the purpose of this policy, the Niagara River Parkway is considered to be a public road.
- viii) Notwithstanding the foregoing policies of this section, decisions on the approval of applications for Villas must be in conformity with the Niagara Escarpment Plan and the policies of the Niagara Parks Commission.
- ix) The provision of adequate services is essential to protecting adjacent land uses and the environment from adverse development impacts, maintaining public safety and ensuring that municipal standards are maintained. In order to meet this

objective, Villa development will be allowed to proceed only where adequate services are available.

- x) The evaluation of Villa applications will consider the proposed on-site services, the servicing capabilities of the area and the capacity of municipal services to accommodate the proposed use in keeping with the “Part 2-General Policies: Planning Impact Analysis” of this plan. This shall include:
- a) Provision of appropriate water and sanitary services;
 - b) Lot grading/drainage of the property;
 - c) Stormwater management requirements.

Cottage Rentals

Cottage Rentals shall integrate compatibly into residential communities of the Town. They are an important part of the local economy and provide overnight accommodation through the use of existing housing stock. They are permitted in urban areas that are fully serviced with water and sewage disposal services approved by the Town and outside urban areas with water and sewage disposal services approved by the Niagara Regional Public Health Department. Cottage Rentals are occasional or season uses that allow the travelling public temporary accommodations for rest and relaxation.

A definition of Cottage Rental is found in “Part 1 – Introduction, Section 2: Status, Scope, Title and Definitions of the Official Plan”, as amended.

A Cottage Rental shall be subject to licensing and may be permitted in all areas of the Town where Bed and Breakfast homes are currently permitted.

By limiting the number of rooms to a maximum of three (3) bedrooms and other factors such as dedicated parking spaces, proper local management and licensing, Cottage Rentals are intended to remain compatible in a residential neighbourhood, ensuring that disruptions such as noise, are limited.

In addition, the existence of Cottage Rentals in designated heritage residential dwellings, or those that have the potential for designation, could contribute to the conservation of their heritage character and provide financial support for the ongoing maintenance of the heritage features of the property.

Applications for Cottage Rentals will be considered in the context of a review process, involving compliance with the following criteria adopted to protect the residential character of the neighbourhood:

- i.) There is sufficient lot area to comfortably accommodate the required number of parking spaces.
- ii.) A usable outdoor amenity area must be provided for the activities and relaxation of guests. The amenity area should not consist of areas contained in the front or side yards and setback areas around parking spaces.

Outdoor amenity space is to be provided on-site. A minimum outdoor area of 135m² (1453 ft²) should be provided.

All on-site facilities, such as outdoor patios, amenity areas etc. are for the exclusive use of overnight guests of the Cottage Rental.

- iii.) No signage indicating that the building is a Cottage Rental or that rooms are for hire shall be displayed anywhere within the Municipality, other than signs permitted in accordance with the Town's Sign By-law and site plan requirements.
- iv.) A Cottage Rental must front on a public road. For the purpose of this policy, the Niagara River Parkway is considered to be a public road.

Vacation Apartments

Vacation Apartments shall be limited to locations above a business in a commercially owned property that is rented for periods up to twenty-eight (28) consecutive days for use as temporary accommodation. A Vacation Apartment will be subject to licensing. By limiting the number of rooms to a maximum of three (3) bedrooms and other factors such as dedicated parking spaces, proper local management and licensing, Vacation Apartments will provide for additional vacation accommodation and apartment dwellings in commercial areas and are compatible with businesses located on ground floors.

The Municipality will include more specific regulatory controls in the Zoning By-law and Licensing By-law as appropriate and necessary. These policies are intended to enable appropriate regulation of vacation apartments in commercial or mixed use zones throughout Niagara-on-the-Lake. These policies are not intended to allow vacation apartments in residential zones. Any proposal for a vacation apartment in residential zones shall be subject to a new Official Plan Amendment.

PART C – THE APPENDICES

The following appendices do not constitute part of Amendment No. 55 but are included as information supporting the amendment.

Appendix I Community & Development Services Report CDS-12-061

Appendix II Community & Development Services Advisory Committee Minutes dated August 13, 2012

Appendix III Town of Niagara-on-the-Lake Council Meeting Minutes dated August 27, 2013

Appendix VI Community & Development Services Report CDS-13-030

Appendix V Community & Development Services Advisory Committee Minutes dated April 29, 2013

Appendix VI Town of Niagara-on-the-Lake Council Meeting Minutes dated May 6, 2013

THE CORPORATION OF THE TOWN OF KEARNEY

STAFF REPORT

TO: Mayor and Council
FROM: Cindy Filmore
SUBJECT: Short Term Property Rentals
DATE: May 15, 2020

For Information Purposes

Background

Council has requested further information on Short Term Rental properties in Kearney and across the Province

Considerations

While Air BnB is probably the “best known” short term rental service, there are hundreds of such services available both to the owner and to the client desiring a short term rental. Some specialize in Cottages, some specialize in our area, others offer extra services to either the property owner or the renter (cleaning, cottage care, transportation services, etc.)

Air BnB lists over 60 rental properties within our area, depending upon the time frame sought, the number of guests, etc.. The other services may offer the same properties (duplicate) or different ones. There is much overlap.

Short Term Rentals are supposed to follow Health Unit guidelines (water testing), CRA guidelines (claim income generated), insurance company guidelines (commercial property insurance), etc.. However, “private rentals” may skirt these regulations by simply not reporting them.

Short Term Rentals *may* contribute to the local economy by:

- Hiring cleaning/cottage care staff
- Supporting local trades to build/remodel their properties
- Claiming the income (increasing the area’s general income)
- Supporting local businesses (food, activities, entertainment)
- Actual rental companies (a company that provides the service of renting out other people’s cottages such as Air BnB does)

Short Term Rentals *may* be detrimental to the local economy by:

- Inconveniencing other property owners with noise
- Putting extra pressure on local amenities (different than property owners would utilise amenities during same period) (speeding on roads, producing more garbage, not recycling, etc.)
- Utilizing amenities “meant” for property owners (landfill, parks, beaches, boat ramps)

Further Considerations:

The Town of the Blue Mountains has instituted a By-law regulating short term rentals. This by-law affects residential properties in areas defined by the zoning by-law of the municipality which are rented for less than 30 days. Only those properties which are located within the defined areas

may be licensed and operate as short-term rentals and must meet specific criteria to apply for a license. A copy of this by-law and the application checklist are attached.

The City of Toronto also has a Short-Term Rental by-law, a copy of which is attached.

The Ministry of Finance has issued a guide for municipalities to aid in discussions surrounding Short-Term rental properties. In essence, the document points to five questions to consider regarding these rentals:

- Why might municipalities consider addressing the issue:
 - Because of the impact on affordable housing
 - As a means to increase tourism opportunities
 - Because of challenges to existing regulations
 - Due to public safety concerns
 - Because of the economic opportunity it presents (fees, licenses)
 - Competitive advantages (come to Kearney vs other areas)
- How may the municipality regulate this?
 - License platforms
 - License/register hosts/operators
 - Limit rentals to principal residences
 - Limit max. number of consecutive days
 - Limit number of days per year
 - Limit number of guests
 - Zoning
 - Prohibited/ineligible building list
- Who should the municipality talk to before taking action?
 - Advocacy coalitions
 - Housing advocates and local residents
 - Community groups
 - Home-owners & landlords
 - The Province
 - B&B and hotel industry
 - Tourism organizations
- What legislation may be of interest to the municipalities considering taking action?
 - Accessibility of Ontarians with Disabilities Act
 - Condominium Act
 - Fire Protection & Prevention Act
 - Hotel Registration of Guests Act
 - Planning Act
 - Residential Tenancies Act
 - Federal regulations & some case-law
- What are other municipalities doing? There are currently 3 Ontario municipalities who have regulated STPR
 - Blue Mountains
 - Niagara-on-the-Lake
 - Toronto

Respectfully submitted by:

Cindy Filmore

The Corporation of the Town of The Blue Mountains
By-Law Number 2013 – 50
Office Consolidation
(By-law 2014-45)

Being a By-law to licence, regulate and govern short term accommodation uses.

Whereas the Municipal Act, 2001 authorizes a municipality to provide for a system of licences with respect to a business and to regulate and govern any business carried on within the municipality;

And Whereas the Municipal Act, 2001 authorizes a municipality to require the payment of licence fees and to pass By-laws to impose fees or charges for permits and services;

And Whereas the Municipal Act, 2001 authorizes a municipality to add outstanding fees and charges to the tax roll and collect them in the same manner as municipal taxes;

And Whereas notice of a public meeting was given, and a public meeting was held, at which time any persons who attended had an opportunity to make representation with respect to this By-law or to provide written comments;

And Whereas Council of the Corporation of the Town of The Blue Mountains has duly considered representations and written comments with respect to this By-law;

And Whereas Council of the Corporation of the Town of The Blue Mountains considers it desirable to exercise its licensing powers, including the imposition of conditions as are set out in this By-law;

Now Therefore Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

1.0 Definitions

1.1 In this By-law:

Action means a proceeding under Part I or Part III of the Provincial Offences Act;

Agencies means those agencies, authorities, boards, commissions, departments and ministries that are involved in the review of an application; commenting on an application; or, where applicable, the inspection of a premise;

Agent means a person duly appointed by the Owner to act on their behalf;

Applicant includes a person seeking a licence or renewal of a licence or a person whose licence is being considered for revocation or suspension;

Bedroom means a room or area used, designed, equipped or intended for sleeping;

Building & By-law Services Division means the Building & By-law Services Division or, in the event of organizational changes, another unit designated by Council to carry out the Division's responsibilities for the administration and enforcement of this By-law;

Chief of Police means the local Ontario Provincial Police Detachment Commander;

Committee means the Committee to which Council has delegated the responsibility of handling appeals, suspensions and revocations;

Council means Council of the Corporation of the Town of The Blue Mountains;

Disturbance means an event where an action has commenced with respect to nuisance, noise or other disturbance;

Division means the Building & By-law Services Division;

Fee means those fees as set out in By-law No. 2000-90, as amended, or reenacted from time to time, being the Town's Tariff of Fees By-law;

Fire Chief means the individual appointed to this position by Council or his/her designate;

Health Unit means the Grey Bruce Health Unit;

Licence means a licence issued under this By-law;

Licencee means a person who holds a licence under this By-law;

Manager means the Manager, Building & By-law Services, or his/her designate;

Medical Officer of Health means the Medical Officer of Health of the Grey Bruce Health Unit or his/her designate;

Officer means the person, or persons, who have been appointed to enforce the provisions of this By-law and includes a provincial offences officer as defined by the Provincial Offences Act;

Owner means the person holding title to the lands on which the short term accommodation premises is located;

Parking Management Plan means a plan, drawn to scale, depicting the size and location of all parking spaces intended to be used for parking on the premises;

Premises means any place, premises or location, or part thereof, in which a trade, business or occupation of short term accommodation is carried on;

Property Management Plan means a plan that identifies those measures the Owner will implement so as to ensure compliance with the Town's Property Standards By-law, Waste Collection By-law and any other By-law related to property maintenance and/or management;

Property Standards By-law means the Property Standards By-law of the Town enacted under S. 15.1 of the Building Code Act that prescribes standards for the maintenance and occupancy of property;

Renter means the person responsible for the rental of the premises by way of concession, permit, lease, licence, rental agreement or similar commercial arrangement;

Renter's Code means a document that has been prepared by the Owner that has been approved by the Town that is agreed to in writing by a renter that sets out the roles and responsibilities of the renter, including behavioral expectations as they relate to non-disturbance; which provides a warning related to the making of a disturbance; and, which identifies applicable Town By-laws that the renter must comply with including the provisions of this By-law as they relate to, amongst other things, the Parking Management Plan;

Responsible Person means the person assigned by the owner or operator of a short term accommodation premises to ensure the premises are operated in accordance with the provisions of this By-law, the licence and the relevant provisions of the Fire Code;

Short Term Accommodation means a building or structure or any part thereof that operates or offers a place of temporary residence, lodging or occupancy by way of concession, permit, lease, licence, rental agreement or similar commercial arrangement for any period less than thirty (30) consecutive calendar days, throughout all or any part of a calendar year. Short term Accommodation uses shall not mean or include a motel, hotel, bed and breakfast establishment, tourist cabin or cottage, hospital, commercial resort unit, village commercial resort unit or similar commercial or institutional use;

Town and Town of The Blue Mountains mean the Town of The Blue Mountains;

Zoning By-law means a By-law enacted under section 34 of the Planning Act that restricts and/or regulates the use of land.

1.2 Words or phrases contained herein and which are not defined by this By-law, are firstly to be assigned the definition or meaning attributable to them in the applicable zoning By-law and, failing such a definition or meaning, the everyday meaning of such word or phrase.

2.0 Application

2.1 The requirements of this By-law apply to the trade, business or occupation of providing short term accommodation within the geographic limits of the Town as of the date this By-law comes into effect (By-law 2014-45).

2.2 Persons who own, operate or offer a premises for short term accommodation as of the effective date of this By-law must file an application for a licence under this By-law:

- 1) no later than July 2, 2014, for existing premises located within the geographic areas identified by Schedule A-1 to this By-law; and
- 2) no later than December 1, 2014, for existing premises located within the balance of the geographic limits of the Town (By-law 2014-45).

2.3 The determination of whether a licence application is “complete” in accordance with the requirements of this By-law shall be within the sole discretion of the Manager (By-law 2014-45).

2.4 For greater certainty, the requirements of this By-law do not apply to a hotel, motel, bed and breakfast establishment, hospital, commercial resort unit, village commercial resort unit or similar commercial or institutional use as defined by the applicable zoning By-law.

3.0 Licensing Requirements

3.1 No person shall carry on any trade, business or occupation of short term accommodation unless that person has first obtained a licence (By-law 2014-45).

3.2 A person who obtains a licence shall comply with the regulations set out in this By-law for such licence. Failure to comply with the regulations constitutes an offence.

3.3 An agent of persons who own, operate or offer a premise for short term accommodation purposes without a licence shall also be personally liable for the compliance of his principal, beneficiary or persons he represents. Failure by such a person to comply with this By-law constitutes an offence.

3.4 Licences issued pursuant to this By-law are conditional upon compliance by the licensee with all municipal By-laws and compliance with all Provincial and Federal Laws and Regulations and any conditions imposed to the holding of the licence.

4.0 Administration

4.1 The Building & By-law Services Division is responsible for the administration and enforcement of this By-law.

4.2 Every application for a new licence or a renewal or extension of an existing licence shall be submitted to the Division on the forms prescribed.

4.3 Every application for a new licence or a renewal or extension of an existing licence shall include:

- 1) each owner, applicant and/or agent’s name, address, telephone number, facsimile transmission number and e-mail address;
- 2) a copy of the transfer/deed evidencing the ownership of the premises;
- 3) in the instance of an applicant or agent acting on behalf of the Owner, an Owner’s written authorization permitting the applicant or agent to act on their behalf;
- 4) the rental agent’s or agency’s name, address and telephone number;
- 5) in the instance of a corporation or partnership, the name, address and telephone number of each director and officer or partner of the Owner and/or rental agent or agency;
- 6) the name, address, telephone number and e-mail address of a person who has been assigned by the owner or operator to be the responsible person for the operation and conduct of the inhabitants of the licenced short term accommodation premises;
- 7) a statement from the Owner certifying the accuracy, truthfulness, and completeness of the application;
- 8) proof of placement of insurance specific to the rental nature of the property that includes a limit of liability of not less than \$2 million per occurrence for property damage and bodily injury and includes provisions that the Town will be notified of any intended cancellation by the insurer no fewer than 15 days prior to such cancellation;

- 9) floor plans and a site plan, drawn to scale and fully dimensioned, of the short term accommodation premises depicting the use of the premises including the proposed occupancy of each room; occupant load for sleeping purposes of each room; location of smoke detection and early warning devices; location of fire extinguishers, and, related site amenities including parking, landscaping and other buildings or structures on the land;
- 10) a Parking Management Plan that complies with the applicable Town zoning by-law;
- 11) a Property Management Plan identifying measures the Owner will implement for the purpose of complying with the Town's Property Standards By-law, Waste Collection By-law and any other By-law related to property maintenance and/or management;
- 12) a Renter's Code;
- 13) the prescribed fees, and;
- 14) any outstanding fees or fines owed to the Town by the Owner respecting any short term accommodation premises.

4.4 A licensee shall inform the Division of any changes to the information provided in 4.3 within a period of 15 days.

4.5 In addition to the requirements of 4.3, an applicant shall provide, if requested, evidence that the use of the short term accommodation premises is protected by virtue of S. 34(9)(b) of the Planning Act with such evidence including, but not be limited to, a sworn Statutory Declaration confirming the continued use of the premises for short term accommodation purposes from prior to the enactment of a By-law that prohibited such use through to the present; rental receipts, advertisements and any other records that may be relevant that are supportive of the establishment and continued use of the premises for short term accommodation purposes; and, an opinion, from a solicitor licensed to practice in Ontario, as to whether the premises is protected by virtue of S. 34(9)(b) of the Planning Act and, in support of that opinion, the reasons why (By-law 2014-45).

4.6 Every application for a licence will be reviewed by the Manager to determine whether it meets the requirements of this By-law.

4.7 As part of the review referenced at 4.6, the application will be circulated to those agencies deemed necessary and/or relevant by the Manager.

4.8 Those agencies referenced at 4.7 may require an inspection of the premises prior to the provision of comments and prior to the consideration of the application by the Manager. The applicant shall cooperate and facilitate in arranging the inspection of the premises in a timely manner and shall be in attendance during the inspection. In the instance of the requirement of the payment of fees for such an inspection, the applicant shall pay the fees as required prior to the inspection.

4.9 If it is determined that an application meets the requirements of this By-law and all circulated agencies, the Manager shall issue the licence.

4.10 If it is determined that an application does not meet the requirements of this By-law and the requirements of all of the circulated agencies, the Manager shall refuse the issuance of the licence.

4.11 A licence shall be issued to the owner of the short term accommodation premises.

4.12 A licence is valid for a period of 2 years from the date of issuance.

4.13 Adjustments in the fees prescribed shall automatically be effected each year based on the percentage change in the Consumer Price Index of Statistics Canada.

4.14 A licensee is not eligible for the renewal or extension of an existing licence unless the licensee has provided an application form.

4.15 A licence is not transferable.

4.16 No person shall enjoy a vested right in the continuance of a licence.

4.17 Licences shall remain the property of the Town.

4.18 If at any time the Manager determines as a result of evidence that is provided that the operation of a licenced short term accommodation premises does not conform to the requirements of this By-law, the Manager may impose an Administrative Penalty or refer the matter to the Committee.

4.19 If at any time the Manager determines as a result of evidence that is provided that the operation of a licenced short term accommodation premises does not conform to the requirements of this By-law, the Manager may commence with proceedings pursuant to the Provincial Offences Act.

4.20 A person whose application for a new licence or a renewal of a licence has been refused may, within fifteen days of being notified of the Manager's decision, apply to the Committee for a review of the decision. If an application for review has not been applied for within fifteen days, the licence application will be deemed to be closed. An application for a review of a decision is not complete until the fee as prescribed is paid.

4.21 A person who has been imposed an Administrative Penalty may, within fifteen days of being notified of the Administrative Penalty, apply to the Committee for a review of the decision. If an application for review has not been applied for within fifteen days, or if the Administrative Penalty has been paid, the Administrative Penalty levied is deemed to be confirmed. An application for a review is not complete until the fee as prescribed is paid.

4.22 A person who has applied for a review to the Committee of the Manager's decision noted at 4.10 or 4.18 will be given an opportunity to make written representations to or to appear before the Committee when it reviews the matter.

4.23 The Committee will review the matter and may affirm, modify or rescind the decision of the Manager or, in the instance of a licence refusal, direct that the licence be issued with such terms and/or conditions deemed appropriate by the Committee or, suspend or revoke a licence.

4.24 Decisions of the Committee as they relate to a licence refusal may be appealed to Council.

4.25 A person who wishes to appeal the Committee's decision to Council as noted at 4.24 shall file an application for a hearing and pay the fee as prescribed. If an application for appeal has not been applied for within fifteen days of the Committee's decision, the Committee's decision is deemed to be confirmed. An application for appeal is not complete until the fee as prescribed is paid.

4.26 A person who has appealed the Committee's decision noted at 4.24 will be given an opportunity to make written representations to or to appear before Council when it reviews the matter.

4.27 Council will review the matter and may affirm, modify or rescind the decision of the Committee or, in the instance of a licence refusal, direct that the licence be issued with such terms and/or conditions deemed appropriate by Council.

4.28 Decisions of Council are final.

4.29 Applications for licence and issued licences, along with the legal description and/or emergency number and associated owner, agent, applicant and responsible person contact information will be posted to the Town's website.

4.30 Matters to be considered by the Committee and/or Council, including that information identified at 4.29 and the location, date and time of the Hearing shall be posted to the Town's website.

4.31 Matters, notices, orders and communications related to a non-compliance under a Federal or Provincial Law or Regulations or a municipal By-law, including, but not limited to, the Property Standards By-law; the Building Code Act; the Building Code; the Fire Protection and Prevention Act; the Fire Code; the Ontario Electrical Safety Code; or, an order of the Medical Officer of Health are not appealable to the Committee or Council.

5.0 General Regulations

5.1 No person shall carry on any trade, business or occupation of short term accommodation for which a licence is required under this By-law unless that person has first obtained a licence.

5.2 No person shall carry on any trade, business or occupation of short term accommodation for which a licence is required under this By-law if the licence has expired or been revoked; or, while the licence is under suspension.

5.3 A person is not eligible to hold a licence if the proposed use of the land, building or structure is not permitted by the zoning By-law that applies to the property.

5.4 A person is not eligible to hold a licence unless the person has provided a statement prepared by the Fire Chief dated within a period of 24 months of the date of application for licence indicating that the premises conforms to the Fire Protection and Prevention Act and its regulations as they relate to the operation and use of the premises for short- term accommodation purposes with such statement indicating the occupant load for sleeping purposes for the premises.

5.5 A person is not eligible to hold a licence unless the person has provided a certificate from the Electrical Safety Authority dated within a period of 24 months of the date of application for licence indicating that the premises conforms to the Electrical Safety Code.

5.6 A person is not eligible to hold a licence if the person is indebted to the Town in respect of fines, penalties, judgments or any other amounts owing, including awarding of legal costs and disbursements and outstanding property taxes and late payment charges against all properties owned by the owner.

5.7 A person is not eligible to hold a licence if the property to be used for carrying on the trade, business or occupation does not conform with applicable Federal and Provincial Law and Regulations or municipal By-laws, including, but not limited to, the Zoning By- law; Property Standards By-law; the Building Code Act; the Building Code; the Fire Protection and Prevention Act; the Fire Code; the Ontario Electrical Safety Code; or, an order of the Medical Officer of Health.

5.8 A person is not eligible to hold a licence unless a Renter's Code for the premises has been submitted to and approved by the Manager (By-law 2014-45).

5.9 The owner shall operate the short term accommodation premises in accordance with the Parking Management Plan and Property Management Plan that has been approved by the Manager (By-law 2014-45).

5.10 The owner shall keep a record of the renter with such record containing the date of entry, the length of stay, home address of the renter and confirmation of receipt of the Renter's Code with such record readily available for inspection at all times by an Officer for a period of one year (By-law 2014-45).

5.11 The owner shall display the licence permanently in a prominent place in the short term accommodation premises to which it applies (By-law 2014-45).

5.12 Each licence shall include the following:

- 1) Building/site/location address/identifier (i.e. Emergency or 911 Number);
- 2) Licence number;
- 3) Effective date and expiry date of the licence;
- 4) Owner's name and contact information;
- 5) Rental agent or agency's name and contact information;
- 6) Responsible person's name and contact information; and,

A plan, that is plaqued or framed, that depicts the location of each bedroom, smoke alarm, extinguisher and exit/egress door or window (By-law 2014-45).

5.13 The owner of a short term accommodation premise shall ensure that there is a responsible person available to attend to the short term accommodation premises at all times

within a period of no greater than one hour from the time of contact by way of telephone or e-mail (By-law 2014-45).

5.14 The owner or agent of a short term accommodation premise shall ensure that each renter has been provided with the Renter's Code with the owner retaining a copy of the confirmation of receipt of the Renter's Code for a period of one year (By-law 2014-45).

5.15 The owner of a short term accommodation premise for which a licence is required under this By-law shall allow, at any reasonable time, an employee or agent of the Town to inspect the premises used for the purposes of short term accommodation so as to determine compliance with the requirements of this By-law, Fire Code, Building Code, Property Standards By-law or other applicable law (By-law 2014-45).

5.16 No person shall obstruct, hinder or otherwise interfere with an authorized employee or agent of the Town while carrying out an investigation, making inquiries, or performing an inspection for the purposes of enforcing this By-law or any other municipal By-law or Provincial legislation or regulation (By-law 2014-45).

5.17 No person shall construct or equip a place of business or premises used for the business so as to hinder the enforcement of this By-law (By-law 2014-45).

5.18 Every owner shall maintain the short term accommodation premises in a clean and sanitary condition, with adequate measures for the storage and disposal of garbage and waste and sufficient levels of illumination to permit the safe use of the premises. For the purposes of this subsection, adequate measures for the storage and disposal of waste shall mean a self-enclosed building, structure or container, located outside of the short-term accommodation premises, which is of a sufficient size that will store the garbage and waste generated by the premises until such garbage and waste is disposed of (By-law 2014-45).

5.19 Every licensee shall ensure that the short term accommodation premises is operated and used in a fashion such that the operation or use will not cause a disturbance (By-law 2014-45).

5.20 Every licensee shall provide an undertaking to operate the short term accommodation premises in accordance with all Town By-laws including, but not limited to, the Town's Noise Control By-law, Property Standards By-law and Garbage Collection By-laws, and any applicable Provincial or Federal laws or statutes including the Ontario Fire Code and laws related to the making of a disturbance. Further, every licensee shall include in such undertaking a confirmation that they will require that each renter enter into a Renter's Code (By-law 2014-45).

5.21 No licensee or employee of a licensee shall discriminate in the carrying on of the trade, business or occupation of short term accommodation against any member of the public on the basis of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability (By-law 2014-45).

5.22 The Manager may revoke a licence if it was issued on mistaken, false or incorrect information (By-law 2014-45).

6.0 Demerit Point System

6.1 A demerit point system is established as follows without prejudice to options otherwise available to enforce this By-law or any other By-law of the municipality or Provincial Act or Regulation including, but not limited to, administrative penalties as set out in this By-law and actions pursuant to the Building Code Act, Fire Protection and Prevention Act and the Provincial Offences Act:

- 1) The number of demerit points referenced in Column 3 of Table 1 below will be assessed against a short term accommodation premises in respect of the matter noted in Column 1 upon the following event respecting a contravention:
 - a. the expiry of the period for appealing a fine imposed pursuant to Part I or Part III of the Provincial Offences Act;

- b. the expiry of the period for appealing against a conviction in the Ontario Court of Justice;
 - c. the confirmation of an administrative penalty; or,
 - d. the confirmation of an order.
- 2) Demerit points shall remain in place until the two year anniversary of the date on which the demerit points were assessed.
- 3) Meeting with the Committee
- a. If the total of all demerit points in effect respecting a short term accommodation premises is at least seven, the Manager will require the Owner to attend a meeting with the Committee.
 - b. Notice shall be provided by e-mail or regular mail at the address given in accordance with 4.3 a minimum of two weeks in advance of the meeting date.
 - c. The provision of Notice as set out in 3(b) shall be deemed to be sufficient Notice with, or without, confirmation of receipt of the Notice.
 - d. The fee payable by the Owner for the Meeting shall be as prescribed.
 - e. The purpose of the meeting is for the Owner to identify to the Committee what steps and/or measures that they intend on implementing so as to mitigate further instances of the levying of demerit points.
 - f. If the Owner fails to attend the meeting, the Manager shall require the Owner to attend a Hearing.
- 4) Hearing with Committee
- a. If the total of all demerit points in effect respecting a short term accommodation premises is at least fifteen, the Manager will require the Owner to attend a Hearing with the Committee.
 - b. Notice shall be provided by e-mail and regular mail at the addresses given in accordance with 4.3.
 - c. The provision of Notice as set out in 4(b) shall be deemed to be sufficient Notice with, or without, confirmation of receipt of the Notice.
 - d. The fee payable by the Owner for the Hearing shall be as prescribed.
 - e. If the Owner fails to attend the Hearing the Committee may proceed in absentia.
 - f. After hearing the matter, the Committee may impose conditions as they deem appropriate for the continued holding of the licence, suspend the licence or revoke the licence.

Table 1		
Column 1	Column 2	Column 3
Infraction	Reference	Demerit Points
<i>Fire Protection & Prevention Act/Fire Code</i>	FPPA	15 (1)
Operating without a licence	3.1	7
<i>Building Code Act (construction w/o a permit)</i>	BCA	7 (2)
Sleeping in excess of maximum permitted	5.4 (1) & 5.9	5
<u>Non-availability of Responsible Person</u>	5.14	5
Noise By-law Infraction	N/A	5
Not providing updated information	4.4	3
Contrary to Parking Management Plan	5.10	3
Contrary to Property Management Plan	5.10	3
<u>Not posting licence</u>	5.12	3
Property Standards	N/A (2)	3
Long Grass	N/A (2)	2
Waste/Garbage Collection	N/A (2)	2

(1) See 4.31, 5.4 and 5.7

(2) See 4.31

7.0 Licensing Committee

7.1 Council shall appoint a Licensing Committee.

7.2 The term of the Committee shall coincide with the term of Council.

7.3 The Committee shall be comprised of a minimum of three members.

7.4 Quorum of the Committee shall mean a majority (more than half) of the whole members of the Committee but shall be not less than three members.

7.5 The Committee shall hear appeals as set out in 4.20 and 4.21 save and except for determinations related to conformity with applicable Federal and Provincial Law and Regulations or municipal By-laws, including, but not limited to, the Property Standards By-law; the Building Code Act; the Building Code; the Fire Protection and Prevention Act; the Fire Code; or, an order of the Medical Officer of Health.

7.6 The Committee may hear appeals to the revocation of a licence as set out in 5.22.

8.0 Council (Committee Appeal)

8.1 Council shall hear all appeals to decisions of the Committee.

9.0 Revocation and Suspension

9.1 In accordance with 4.23, the Committee may affirm, modify or rescind the decision of the Manager or, in the instance of a licence refusal, direct that the licence be issued with such terms and/or conditions deemed appropriate by the Committee or, suspend or revoke a licence.

9.2 Regard to the nature, severity and frequency of non-compliances related to the premises, and any other premise owned by the owner, shall be considered by the Committee in considering the length of a suspension and/or a revocation.

10.0 Offence and Penalty Provisions

10.1 Any person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is subject to a fine as provided in the Municipal Act, 2001 or the Provincial Offences Act and to any other applicable penalties.

10.2 If this By-law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

10.3 If this By-law is contravened and a conviction entered, the court may also order that the premises or part of the premises be closed to any use as short term accommodation.

11.0 Administrative Penalties

11.1 An Officer who finds that a person has contravened any provision of this By-law may issue a penalty notice addressed to that person.

11.2 Any person who contravenes any provision of this By-law shall, upon issuance of a penalty notice pursuant to Section 11.1, be liable to pay to the Town an administrative penalty in the amount of \$250.00.

11.3 The penalty notice shall be given to the person to whom or to which it is addressed as soon as is reasonably practicable and shall include the following information:

- 1) Particulars of the contravention, including to which property it applies;
- 2) The amount of the administrative penalty;
- 3) Information respecting the process by which the person may exercise the person's right to request a review of the administrative penalty; and,
- 4) A statement advising that an administrative penalty will, unless modified or rescinded pursuant to the review process, constitute a debt to the Town.

11.4 A person may appeal an administrative penalty to the Committee as set out in 4.21

11.5 An administrative penalty that is deemed to be affirmed constitutes a debt to the Town

of each person to whom or to which the penalty notice was given.

11.6 An administrative penalty that is not paid may be added to the tax roll to the property to which it applies and collected in the same manner as taxes.

12.0 Delegation

12.1 For the purposes of subsection 23.2(4) of the Municipal Act, it is the opinion of Council that the powers delegated pursuant to this By-law are minor.

13.0 Validity

13.1 If a court of competent jurisdiction declares any provision, or any part of a provision, of this By-law to be invalid, or to be of no force and effect, it is the intention of Council in enacting this By-law that each and every provision of this By-law authorized by law be applied and enforced in accordance with its terms to the extent possible according to law.

14.0 Short Title

14.1 This By-law shall be known as the "Short Term Accommodation Licensing By-law".

15.0 Effective Date

15.1 This By-law comes into effect on July 2, 2014

Enacted and passed this ____ day of _____, 2013

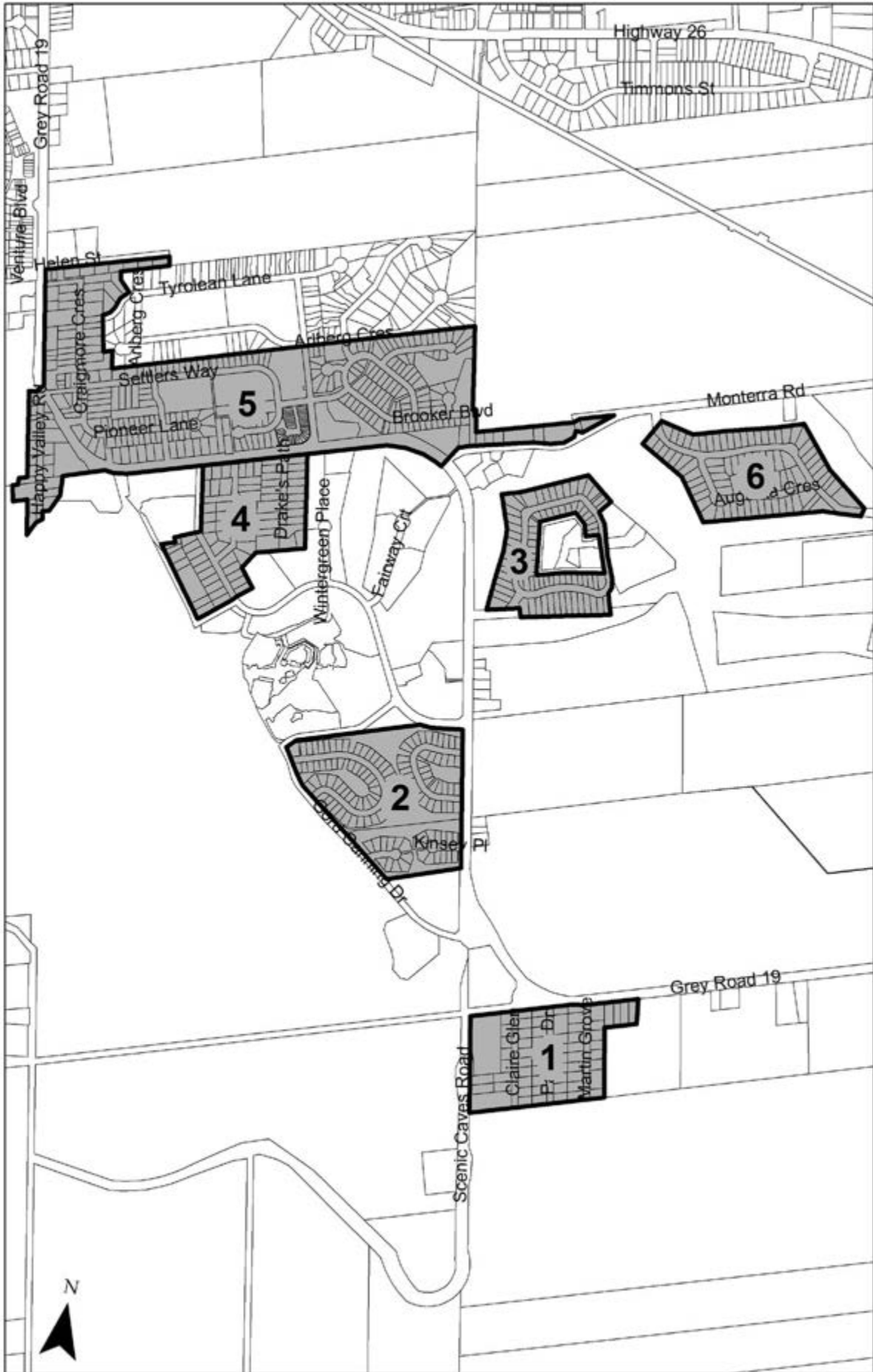
Ellen Anderson, Mayor

Corrina Giles, Clerk

Town of The Blue Mountains

Schedule A-1

By-law No. 2013-50





Application for a Short Term Accommodation (STA) Licence

Town of The Blue Mountains

Enforcement Services Department

32 Mill Street, Box 310, Thornbury, ON N0H 2P0

STA Licences: 519-599-3131 ext. 309

A. Property Information (Property to be Licensed)

Address: _____

B. Applicant

Applicant is (circle one): Owner, or Authorized Agent of Owner

Applicant's Name: _____

Corporation or Partnership (if applicable): _____

Applicant's Address: _____

Telephone Number: _____

Mobile Number: _____

Email Address: _____

C. Owner (if different from applicant)

Owner's Name: _____

Corporation or Partnership (if applicable): _____

Applicant's Address: _____

Telephone Number: _____

Mobile Number: _____

Email Address: _____

D. Rental Agent/Agency

Agent/Agency's Name: _____

Corporation or Partnership (if applicable): _____

Applicant's Address: _____

Telephone Number: _____

Mobile Number: _____

Email Address: _____

E. Responsible Person (person responsible for the operation and conduct of the inhabitants as defined in By-law 2013-50)

Responsible Person's Name: _____

Corporation or Partnership (if applicable): _____

Applicant's Address: _____

Telephone Number: _____

Mobile Number: _____

Email Address: _____

F. Purpose of Application

(Circle one): New STA Licence Licence Renewal

G. Premises Details

Current Use of Premises: _____

Proposed Number of Bedrooms: _____

Total STA Premises Occupant Load: _____

H. Attachments (the following must accompany the application)

- i. Copy of the Transfer/Deed proving evidence of ownership
- ii. Copy of the Liability Insurance of not less than \$2 million per occurrence for property damage and bodily injury
- iii. Site Plan of the premises (non-condo units only, see guide for requirements)
- iv. Property and Parking Management Plan (non-condo units only, see guide for requirements)
- v. Floor Plans (see guide for requirements)
- vi. Responsible Person Consent Form
- vii. Certificate from the Electrical Safety Authority (ESA) that the premises conforms to the Ontario Electrical Code
- viii. Proposed STA Premises: Property and Parking Management Plan (see STA Property and Parking Management Plan Criteria)
- ix. Renter’s Code

I. Declaration of Applicant

I _____ certify that:

The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date

Signature of Applicant

THE CORPORATION OF THE TOWN OF KEARNEY
BY-LAW No. #####-##
Being a by-law to regulate dogs within the Town of Kearney.

WHEREAS The Municipal Act, R.S.O., 2001 Section 103 authorizes the Council of a municipality to pass by-laws regulating or prohibiting with respect to the being at large or trespassing of and control of dogs in the municipality;

AND WHEREAS The Municipal Act, 2001, S.O. c. 25, Section 10(2) authorizes the Council of a municipality to pass by-laws respecting health, safety and well-being of persons;

AND WHEREAS The Municipal Act, 2001, S.O. c.25, Section 105 authorizes the Council of a municipality to pass by-laws for the muzzling of dogs;

AND WHEREAS The Municipal Act, 2001, S.O. c.25, Section 128 authorizes the Council of a municipality to pass a by-law to prohibit and regulate public nuisances;

AND WHEREAS The Municipal Act, 2001, S.O. c.25, Section 391(1) authorizes the Council of a municipality to impose fee and charges for services provided;

AND WHEREAS The Council for The Corporation of the Town of Kearney wishes to regulate dogs and noise from dogs in the Town of Kearney;

NOW THEREFORE THE CORPORATION OF THE TOWN OF KEARNEY ENACTS AS FOLLOWS:

1.0 DEFINITIONS:

In this by-law,

1.1 “Animal Control Officer” shall mean the Municipal By-Law Enforcement Officer, and any person so designated by Council;

1.2 “At Large” shall mean a dog found on any property other than the premises of the owner and not restrained or under the physical control of any person;

1.3 “Bite” shall mean a puncture of the skin with teeth;

1.4 “Dog” shall mean any member of the species canis familiaris be it a male or female over the age of 12 (twelve) weeks;

1.5 “Menace” shall mean a dog that would cause a person being chased or approached to reasonably believe that the dog will cause physical injury to that person or their domestic animal.

1.6 “Harbour” shall mean owning, having care, custody or control of a dog;

1.7 "Muzzle" shall mean a humane fastening or covering device of adequate strength and design and suitable to the breed of the dog that fits over the mouth of a dog and cannot be removed by the dog, to prevent a dog from biting or attacking a person or domestic animal;

1.8 "Municipal Law Enforcement Officer" shall mean a municipal By-Law Enforcement Officer appointed under section 15 of the Police Services Act by the Corporation of the Town of Kearney and shall include any person appointed as an Animal Control Officer by the Town for the purposes of this by-law;

1.9 "Owner" shall mean any person including the tenant or occupant of land or premise who possesses or harbours a dog and where the owner is a minor the person responsible for the custody of the minor and owns or owned have a corresponding meaning

1.10 "Pound" shall mean such premises and facilities designated by the municipality for the safe keeping of impounded dogs

1.11 "Leash" shall mean a strap, cord, chain or like that is securely attached to a dog and firmly grasped by a person and which is capable of holding and controlling a dog.

1.12 "Service Animal" shall mean an animal which is trained to assist in the movements of a person with a physical, visual, or neurological impairment and shall include a Police Dog in which a dog is trained for law enforcement for the police or other person duly appointed as a peace officer.

1.13 "Town" shall mean the Corporation of the Town of Kearney. Municipality shall have the same meaning

1.14 "Pound keeper": shall mean the Muskoka Animal Centre.

1.15 "Pit Bull": means a pit bull terrier; a Staffordshire bull terrier; an American Staffordshire bull terrier; an American pit bull terrier and a dog that has an appearance and physical characteristics that are substantially similar to those of dogs referred to in section 9

2.0 Licensing

2.1 No person shall within the Town of Kearney own any dog over the age of six (6) months without first having obtained a license for the dog and registering the dog at the Township Offices

2.2 Every person who owns or harbors any dog shall pay a license fee:
(i) annually on March 1st of each calendar year

2.3. The owner shall register their dog with the town, and provide particulars pertaining to the dog and the owner of the dog.

2.4 Cost of the dog licensing fees shall be set out in the Fee and Charges By-law and Schedule "A" of this By-law for the Corporation of the Town of Kearney.

2.5 Upon payment of the license fee, the owner shall be furnished with a dog tag bearing a serial number and the year of the issue and said tag shall be securely affixed on the dog at all times until renewed or replaced.

2.6 Every person who owns a dog shall notify the Clerk, or Animal Control Officer when the contact information changes from the information provided at the time of the purchase of the tag.

2.7 A new resident of the Corporation of the Town of Kearney shall be required to obtain a license for their dog within fifteen (15) days of becoming a new resident.

2.8 The owner shall upon request supply written confirmation that the dog have been immunized against rabies and or proof of spay or neuter.

2.9 All licenses and tags issued pursuant to this By-law shall be serially numbered and a record shall be kept by the Clerk showing the name and address of the owner, serial number of the dog tag and the fees paid in respect of each dog

2.10 In the event the dog license is lost, the dog owner shall upon satisfying the license issuer that the license is lost shall be entitled to receive a replacement license upon payment as indicated in Schedule "A".

2.11 No owner of a dog shall use a license issued for any dog other than the dog for which the license was issued.

2.12 Where a certificate is produced from the Canadian National Institute for the Blind stating that the dog is being used as a guide dog for a blind person, no licensing fee shall be charged.

3.0 Responsibilities of the Dog Owner

3.1 No owner or owners living at the same address shall keep more than 4 dogs in any one household over the age of six months.

(i) This section does not apply to the operation of a licensed kennel

3.2 Every person who owns or harbors a dog shall, in a sanitary manner, remove forthwith and dispose of any excrement left by such a dog anywhere within the Municipality.

3.3 Every person who owns or harbors a dog shall upon leaving their property, ensure the dog is properly restrained and if stipulated muzzled.

3.4 No person shall allow a dog to run at large or otherwise create a nuisance within the Municipality. Any dog found running at large may be seized and impounded by the Animal Control Officer or their designate. An animal control officer or their designate may enter on any public or private property for the purpose of impounding or otherwise detaining any dog found running at large pursuant to the provisions of this By-Law.

3.5 If the Animal Control Officer or their designate is unable to seize any dog found to be running at large, and the owner of such a dog is known, the owner is guilty of an offence and shall be subject to a penalty in accordance with the provisions of this by-law.

3.6 No person shall permit a dog to trespass on private property at any time even when the dog is equipped and restrained with a leash.

3.7 No person shall permit a dog to persistently bark or create noise

3.8 No person shall permit a dog to be in any area designated as a public swimming area

3.9 No person shall permit a dog to be within a park or on a trail within the Municipality unless the dog is leashed.

3.10 No person shall permit a dog to be within a municipally owned or operated facility or building used by the public at any time unless during an event where dogs have been approved.

3.11 A Service Animal shall not be restricted by the provisions in sections 3.2, and 3.10.

4.0 - Seize and Impound

4.1 Any person shall be entitled to take charge of any dog found running at large and deliver same to the Municipal Law Enforcement Officer or to the Pound Keeper.

4.2. The Municipal Law Enforcement Officer may seize and impound any dog that is found running at large and deliver to Pound Keeper.

4.3. The Pound Keeper or Municipal Law Enforcement Officer shall, within 24 hours from the seizure of any dog bearing a municipal license notify the owner that the dog has been impounded and conditions whereby the dog can be reclaimed.

4.4. The Pound keeper may keep any impounded dog for a redemption period of three (3)days, excluding:

- i) the day on which the dog is impounded;
- ii) statutory holiday; and
- iii) days on which the pound is not open.

4.5 During the redemption period, the Pound Keeper:

- i) may inoculate the impounded dog to provide immunization against distemper or any other contagious or infectious disease;
- ii) shall provide veterinary care of an injured or ill impounded dog as may be necessary to sustain its life.

4.6. During the redemption period, the Pound keeper may euthanize a dog without delay where, in the opinion of the Pound Keeper, this is warranted for humane reasons.

4.7. The Pound Keeper shall be entitled to recover from the owner of the dog the cost of inoculating or providing veterinary care during the redemption period in addition to any other applicable fees for the redemption of the dog.

4.8. During the redemption period, the owner of an impounded dog: may redeem it if the owner:

- i) pays the applicable fees for redemption of the dog
- ii) provides evidence satisfactory to the Pound Keeper that they own the dog
- iii) provides evidence satisfactory to the Pound Keeper that the dog is licensed under this by-law.

4.9. After three(3) days of a redemption period for an unclaimed dog, the Pound Keeper may keep, sell or dispose of, including euthanize the dog, subject to applicable provisions of the Animals for Research Act.

4.10. Where a Municipal Law Enforcement Officer captures or otherwise detains a dog found running at large contrary to provision of this bylaw, and said dog has a current municipal dog license, the Municipal Law Enforcement Officer may return the dog to the owner without transporting said dog to the Pound . Where the dog is returned to the owner, the Municipal Law Enforcement may issue an Animal Control Service Fee Notice to the owner of the dog and the owner of the dog shall pay an Animal Control Service Fee as set out in Schedule “A” of this By-law.

4.11. Where a Municipal Law Enforcement Officer captures or otherwise detains a dog found running at large contrary to provision of this bylaw and said dog is injured the Officer may euthanize said dog without delay where, in the opinion of the Officer that it is warranted for humane reasons

5.0 - Muzzling and Leashing of Dogs

5.1. Where a dog has bitten a person or domestic animal or has behaved in a manner that poses a menace to the safety of persons or domestic animals, the Municipal By-law Enforcement Officer, at their discretion, may Order the dog to be muzzled or leashed or both, for a period of time to be determined by the Officer. Further, the owner of said dog shall comply with the Order.

5.2. Should the owner of the dog disagree with the Order to muzzle and/or leash, he or she may appeal the decision to the Town Council.

5.3. Upon receipt of notification of an appeal, the Town Council shall, as soon as practicable, conduct a hearing pursuant to the Statutory Powers Procedure and shall hear evidence presented by both the Municipal Enforcement Officer and the owner of the dog. Further, it is understood in the interim between the date of the Order to muzzle and/or leash and the date of the hearing of the appeal, the owner shall comply with the Order.

5.4. At such time as the Town Council makes its decision to confirm, modify or quash the Order, the decision shall be considered to be final and binding and the owner of the dog shall comply therewith

6.0- Kennels

6.1 All Kennels must be licensed and inspected for compliance annually

6.2 A KENNEL LICENSE may be issued to areas zoned with permitted uses as pursuant to the Towns Zoning By-law, that may be amended from time to time, for keeping, breeding or boarding of dogs.

i) Class 1 is for the Breeding Kennel for the breeding of dogs.

ii) Class 2 is for the Boarding Kennel for the temporary lodging of dogs.

iii) Class 3 is for the lodging of more than 4 dogs kept for activities resulting in monetary gain, or sled dogs.

6.3 An applicant for a kennel licence must satisfy the township Council that this kennel operation will not disturb neighbouring properties. Owner must follow "SCHEDULE "C": attached. The cost of the license shall be as prescribed in Schedule "A". Kennel Inspection Report is attached as Schedule "D".

6.4 Provisions of this By-law shall not apply to prevent the use of any existing, licensed kennel that was lawfully used and legally established for such purpose on the date of passing of this By-law. so long as it continues to be used for that purpose, the use is not discontinued for any length of time and that the existing dogs cannot be replaced when they are given away or die.

7.0 PENALTIES

7.1 Any person who is contravenes any provision of this by-law is guilty of an offense and upon conviction is liable to a fine up to a maximum of \$5 000.00 as provided for under the provisions of the Provincial Offences Act, R.S.O. 1990, C.P. 33, as amended..

7.2 Every person guilty of an offence under this by-law may, if permitted under the Provincial Offences Act, pay a set fine and the Chief Judge of the Ontario Court (Provincial Division) shall be requested to establish, pursuant to the Provincial Offences Act, set fines in accordance with Schedule "B" of this by-law.

8.0 - Pit Bull Restrictions

8.1 No person shall own, possess, be in control of or harbor a pit bull in Town. If the owner of a pit bull refutes that the dog is a pit bull as defined, the burden of proof that the dog is not a pit bull is the owner's.

9.0 REPEAL

9.1 That By-laws 1997-05 is hereby repealed;

9.2 That the set fines in Schedule "B" for By-law #####-## shall come into force and effect upon approval by the Chief Judge of the Ontario Court (Provincial Division).

9.3 That this By-law shall come into force and effect on the date of passing.

10.0 ENFORCEMENT

10.1 Nothing herein shall be deemed to limit the ability of the Ontario Provincial Police to enforce this by-law at any time.

11.0 - SEVERABILITY

11.1 All sections of this By-law shall be deemed to be separate and independent and the invalidity of any section or provision thereof shall not affect the remaining sections

Read a FIRST, SECOND, and THIRD time and finally PASSED this _____ day of _____, _____

Mayor

Clerk

The Corporation of the Township of Kearney

By-Law ####-##

Control & Licensing of Dogs

Schedule "A"

Dog Licence Fees

Description	Annual Fee
First dog	\$12.00
Second dog	\$8.00
For each additional dog	\$5.00
Replacement tag	\$ 5.00
Kennel license	\$100.00
Each dog tag for kennel dogs	\$5.00
Replacement license	\$50.00
Dog redemption from impound	
First offence	\$50.00
Second offence	\$75.00
Third offence and each subsequent offence	\$100.00
Animal Control Service Fee	\$50.00

The Corporation of the Town of Kearney

By-law ####-##

Part 1 Provincial Offences Act

SCHEDULE "B"

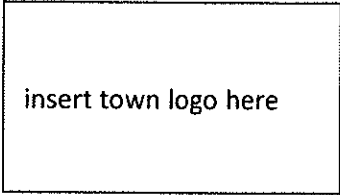
SHORT FORM WORDING	PROVISION CREATING/DEFINING OFFENCE	SET FINE
Fail to obtain dog license	2.1	
Fail to affix dog tag	2.5	
Fail to notify Clerk or Animal Control Officer of changes to owner information	2.6	
Allowing more than 4 dogs to reside in a residence	3.1	
Fail to remove excrement	3.2	
Owner permit dog to be at large	3.4	
Owner permit dog to trespass on private property	3.6	
Owner permit persistent dog barking	3.7	
Owner permit dog in public swim area	3.8	
Fail to leash dog in park or trail	3.9	
Owner permit dog into Municipal facility or building	3.10	
Fail to obey muzzle order	5.1	
Operate kennel - no license	6.1	

The Corporation of the Town of Kearney
By-law #####-##
SCHEDULE "C"

KENNEL REGULATIONS

1. No kennel or any part thereof shall be located closer than 30 metres to any roadway, or closer than 150 metres to any adjacent residential lot or to any boundary of any residential zone.
2. The building shall be separated and enclosed and shall not be attached to a dwelling unit, unless it is a breeding kennel and it can be closed off from the living area.
3. The building shall conform to the Building Code Act. It shall be maintained in such a manner as to be free from damage.
4. The building shall have a floor of concrete or some other impermeable material, the floor shall be cleaned daily or more often if necessary.
5. All dogs that are kept in cages, shall be kept in cages of adequate size, to allow the animal to extend its legs fully, to stand or sit or lie down in a fully extended position. All cages shall be constructed solely of metal, wire-mesh or impermeable concrete block.
6. All dogs shall be kept in sanitary, well bedded, clean quarters and such quarters shall be kept at a healthful temperature at all times.
7. All dogs shall be adequately fed and watered, periodically each day and shall be kept in a clean healthy condition free from vermin and disease.
8. Where dogs are allowed to use an outside area, this area shall be surrounded by a metal mesh fence of a height and mesh size, that will safely contain the breed. For the purpose of these regulations, the fence shall be deemed to be part of the building. Such outdoor use shall not be permitted between the hours of 9 p.m. and 7 a.m. except during supervised exercise periods when the operator or his/her employee shall be in control of the dog(s).
9. Every owner/operator of a kennel shall file with the Township a letter, issued and signed by the Animal Control Officer of the Town of Kearney, stating that the kennel operation complies with all requirements of this By-Law as well as any other applicable laws and/or regulations.
10. No owner/operator or employee shall allow the kennel to become a nuisance to the public due to unreasonable noise from barking dogs or otherwise.
11. In case of a complaint, any individual in the employ of the North Bay Parry Sound District Health Unit, or the Animal Control Officer, who is duly authorized may during business hours, enter such kennel location to inspect it and ensure compliance with this By-law.

See Schedule "A" for kennel licence fees.



By-Law Enforcement
 Corporation of the Town of Kearney
 8 Main Street, PO Box 38
 Kearney ON, P0A 1M0
 705-636-7752

KENNEL INSPECTION REPORT

Licence No.: _____ Name of Kennel: _____
 Address: _____

Type of Kennel
 Breeding kennel – Class 1: _____ Boarding Kennel – Class 2: _____ Dogs kept for monetary gain, or sled dogs - class 3 _____

Type of Inspection
 Routine _____ New _____ Complaint _____ Follow-up _____

Licence Previously Investigated by Animal Control Officer? Yes _____ No _____ Licence Currently Revoked? Yes _____ No _____

Kennel Capacity: Dogs: _____ Isolation Area: Yes _____ No _____

Indoor Facilities	S	I	N/A
Bldg-Construction, Maintenance			
Heating			
Lighting			
Drainage			
Ventilation			
Cleanliness - cages			
Cleanliness - runs			

Animal Care	S	I	N/A
Feeding			
Watering			
Cleanliness -utensils			
Enclosures - construction, maintenance			
Animal grouping			
Animal identification			
Veterinary Care			

Outdoor Facilities	S	I	N/A
Shelter			
Drainage			
Bedding			
Premises - Cleanliness			
Runs- Cleanliness			
Runs 3.0sq m			

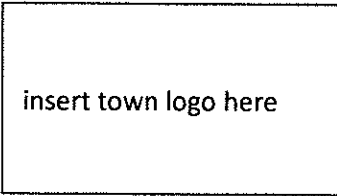
General	S	I	N/A
Running water			
Food Storage			
Waste Disposal			

Listed below are specific improvements that must be made in order to comply with Town of Kearney By-law ##### Failure to take corrective action by the due date can result in revocation of your kennel licence:

Item	Action Required	Due Date

Inspector: _____ Date: _____
 Next inspection due: _____

The Corporation of the Town of Kearney
By-Law #####-##
SCHEDULE "E"



By-Law Enforcement
Corporation of the Town of Kearney
8 Main Street, PO Box 38
Kearney ON, P0A 1M0
705-636-7752

KENNEL LICENCE APPLICATION

Date of Application: _____ Kennel # Issued: _____

Name of Applicant: _____

Mailing Address of Applicant: _____

Telephone Number: _____ Cell: _____

Name of Kennel: _____

Address of Kennel (if different from applicant's address): _____

How long have you been in operation: _____ (years) _____ (months)

Roll # of Location of Kennel: _____ Total # of Dogs: _____

Have you previously had a Kennel Licence in the Town of Kearney? Yes/No

If so, when: _____

If so, have there been any changes to your property since you were last issued a Kennel License? Yes/No

Please indicate any changes:

FEES MUST ACCOMPANY APPLICATION

Please attach:

- Kennel Inspection Report: Yes/No
- Building Compliance report (including signage if required): Yes/No
- Fire Inspection Report (if required): Yes/No
- Site Drawing: Yes/No
- Zoning Compliance: Yes/No

I hereby declare that I have never been convicted under Section 446 of the Criminal Code of Canada pertaining to animal cruelty;

I hereby grant permission for staff at any time to inspect the said kennel;

I hereby agree and understand the terms and conditions set out in By-law #####-## and will comply therewith.
I understand that any non-compliance may result in the revoking of my licence without refund.

Personal information contained on this form is collected under the authority of the Municipal Act, 2001 and will be used, maintained and disclosed in accordance with the Municipal Freedom of

Information and Protection of Privacy Act and will be used by the Corporation of the Town of Kearney in determining the suitability for licensing.

Information submitted by applicants may be shared with officials, agencies and departments of the Corporation of the Town of Kearney, who are assisting the Bylaw Officer.

Signature of Applicant

Date

By-law Officer

Date

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: AP - GENERAL AP				
Computer Cheques:				
29775	2020-04-02	CRA - Receiver General	#122085285R0001 <i>MAR/20 REMITTANCE</i>	22,261.99
29776	2020-04-02	Minister Of Finance (EHT)	Mar/20 EHT remittance	1,498.71
29777	2020-04-03	Gayle Wheeler	March/20 exercise classes	1,560.00
29778	2020-04-17	3S Smart Safe Science	160 Covid Shields <i>FD</i>	720.00
29779	2020-04-17	ACI-Accelerated Connections	Apr/20 internet	375.58
29780	2020-04-17	Advanced Pole Line	KCC service call	113.00
29781	2020-04-17	APC Auto Parts Centres	P/W return blower part	134.94
29782	2020-04-17	Bowman Fuels Ltd.	FD furnace fuel	4,961.70
29783	2020-04-17	Campbell Bus Lines Ltd	P/W truck emission test	160.00
29784	2020-04-17	Matthew Clouthier	643 Kms Feb 25-Mar 31 <i>BLDG DEPT</i>	1,137.38
29785	2020-04-17	Mark Earl	Driver's Medical <i>P/W</i>	120.00
29786	2020-04-17	Fetterley's Gas & Convenience	Veh fuel <i>ALL DEPTS</i>	575.18
29787	2020-04-17	Fundy Tactical	Fire Dept Stn wear	373.99
29788	2020-04-17	Glen Martin Ltd.	P/Wdisinfectant wipes etc	104.16
29789	2020-04-17	Grant Thornton LLP	2019 audit Int billing	10,170.00
29790	2020-04-17	Green Shield Canada	Apr/20 Green Shield	5,159.51
29791	2020-04-17	Hydro One Networks Inc.	Apr/20 hydro	4,167.83
29792	2020-04-17	LEA-Larocque Elder Architects	KCC architect/consult fee	8,169.91
29793	2020-04-17	Mikes Industrial Supply	1st Resp 6 COVID goggles	17.90
29794	2020-04-17	Moore Propane Ltd.	KCC propane	1,000.65
29795	2020-04-17	MPAC-Municipal Property Assmt	MPAC Q2 billing	14,282.05
29796	2020-04-17	Muskoka Rent-All Huntsville	P/W safety chaps/shovels	485.65
29797	2020-04-17	North Bay/Parry Sound District	May/20 Health Unit levy	2,259.25
29798	2020-04-17	Novexco	Admin office supplies	188.38
29799	2020-04-17	Ontario Library Service-North	Library-1000 code labels	61.03
29800	2020-04-17	Royal Bank Visa	RBC Visa Mar/20 <i>ALL DEPTS</i>	3,034.11
29801	2020-04-17	Russell Christie LLP	Legal fees tax reg 09240	224.89
29802	2020-04-17	Spectrum Telecom Group Ltd.	FD internet Apr/20	310.69
29803	2020-04-17	Speedy Glass	R & R w/shield P/W veh	388.92
29804	2020-04-17	Telequip Systems Limited	P/W Apr/20 airtime	169.50
29805	2020-04-17	Telizon Inc	Apr/20 telephone <i>LONG DISTANCE</i>	6.34
29806	2020-04-17	The Dufferin Group	D/sled toques caps etc	736.99
29807	2020-04-17	Tulloch Engineering Inc	Eng ser-Perry bt/ramp <i>SANDLAKE BTRP; CASHMAYI BRIDGE</i>	8,776.62
29808	2020-04-17	Waste Connections of Canada	Mar/20 recycling	6,912.76
29809	2020-04-17	Scott or Jeanine Windson	Bldg permit fee overage	645.00
29810	2020-04-17	Workplace Safety & Ins.Board	WSIB Mar/20	7,012.13
29811	2020-04-30	ABC Overhead Garage Doors	FD service doors	411.32
29812	2020-04-30	Abell Pest Control	May/20 pest control	135.70
29813	2020-04-30	ACE Accent Controles Elec,Inc	P/W vehs-software renewal	904.00
29814	2020-04-30	Advanced Telecommunications	Service call-phones setup <i>KCC</i>	167.39
29815	2020-04-30	Aird & Berlis LLP	Legal fees added to taxes	2,210.85
29816	2020-04-30	Annex Pub. & Printing Inc	FD 2 training manuals	345.46
29817	2020-04-30	Bell Mobility Inc.	May/20 cell phones	120.25
29818	2020-04-30	Bell Canada	May/20 telephone	640.05
29819	2020-04-30	Brandt	Grader filter	102.56
29820	2020-04-30	ClayMar Electric	KCC wire plug for copier	201.14

Report Date
2020-05-08 10:54 AM

Town of Kearney
List of Accounts for Approval
As of 2020-05-08
Batch: 2020-00021 to 2020-00026

Page 2

Payment #	Date	Vendor Name	Reference	Payment Amount
29821	2020-04-30	Currie Truck Centre	P/W #6 MV3 shuttle kit	85.88
29822	2020-04-30	Fetterley's Gas & Convenience	vehicle fuel Apr/20 <i>ALL DEPTS</i>	424.53
29823	2020-04-30	Gilroy's Tire	P/W trailer tires	1,170.68
29824	2020-04-30	Green Shield Canada	May/20 Green Shield	2,744.31
29825	2020-04-30	Manulife Financial	May/20 Manulife	1,997.53
29826	2020-04-30	Municipal Planning Services	Planner fees-LPAT Heise	711.90
29827	2020-04-30	Muskoka Springs Inc	FD 85 cases bottled water	282.61
29828	2020-04-30	Near North Business Machines	Apr/20 copier maint	189.14
29829	2020-04-30	Northern Nerds	IT service	240.13
29830	2020-04-30	Olympic Printing	FD 1000 fire permits	271.20
29831	2020-04-30	Purolator Inc.	Courier chgs	5.96
29832	2020-04-30	Marjorie Robinson	Jan 1-Apr 24 M Robinson	16,273.24
29833	2020-04-30	Jason Roy	Fire Dept-boot allowance	75.00
29834	2020-04-30	SPCA-Ontario	Animal control Apr-Jun 30	391.68
29835	2020-04-30	Tulloch Engineering Inc	Survey-Isi.Lk parking lot	4,932.45
29836	2020-04-30	White's Wearparts Ltd	P/W #6 blades	3,025.37
29837	2020-04-30	Wurth Canada Ltd	P/W safety supplies	369.14
29838	2020-05-08	ACI-Accelerated Connections	May/20 Internet	375.58
29839	2020-05-08	Active Lock & Safe	KCC bldg key	21.47
29840	2020-05-08	CRA - Receiver General	Apr/20 payroll remittance	21,317.72
29841	2020-05-08	Matthew Clouthier	Vehicle exhaust repair <i>BLDG DEPT</i>	1,729.90
29842	2020-05-08	Cottage Classic Floating Docks	Mirror Bay Dock	5,734.75
29843	2020-05-08	Cupe Local 1813	Apr/20 CUPE union dues	514.32
29844	2020-05-08	D C Westrop	120 - 911 numbers	150.00
29845	2020-05-08	Minister Of Finance (EHT)	122085285TE0001 <i>APR/20 REMITTANCE</i>	1,456.60
29846	2020-05-08	Hicks Morley	Legal fees	2,365.66
29847	2020-05-08	Hydro One Networks Inc.	May/20 hydro	3,623.10
29848	2020-05-08	Levack Mgmt Consulting Inc.	Feb-Apr/20 Consultant fee	4,068.00
29849	2020-05-08	Muskoka Auto Parts	P/W adapter	54.41
29850	2020-05-08	Northern Nerds	KCC sign - service <i>LAPTOP OPER MANAGER</i>	2,142.48
29851	2020-05-08	OMERS	OMERS Apr/20 remittance	11,442.50
29852	2020-05-08	Ontario Library Service-North	Library-Apr/20 Mar/21JASl	599.89
29853	2020-05-08	Petty Cash	Bldg Dept registered mail	34.82
29854	2020-05-08	Waste Connections of Canada	Apr/20 recycling <i>METAL/RECONSTRUCTION</i>	7,027.14
Total for AP:				209,364.55

Moved by:

Seconded by:

Be it resolved that Council has received and have no objections to be noted for
Cheque #29775 to # 29854 in the amount of \$209,364.55.

Mayor

Clerk/CAO/Treasurer

	A	B	O	Q	R	S
1	TOWN OF KEARNEY					
2	January - March 2020 Revenue and Expenditures Review					
3						
4						
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
11						
12	REVENUES					
13	Net Taxation Revenue					
14	020-001	Tax Levy - Set-up Taxes	3,759,728	1,821,254	1,938,474	Interim billing processed as of March 31
15	020-001	Tax Levy - Set-up Taxes- area rating	2,649		2,649	
16	020-003	Payments in lieu of taxes	-		-	
17	020-002	Supplementary Taxes	15,000		15,000	
18	032-060	Property Tax Write-offs	(8,000)		(8,000)	
19	020-201	Education Levy - English Public	(545,242)	(136,222)	(409,020)	One of four quarterly school board payments made as of March 31
20	020-202	Education Levy - French Public	(3,133)	(783)	(2,350)	per above
21	020-203	Education Levy - English Separate	(36,162)	(9,040)	(27,122)	per above
22	020-204	Education Levy - French Separate	(7,895)	(1,974)	(5,921)	per above
23		Sub-total	3,176,945	1,673,234	1,503,711	
24						
25	Operating Grants					
26	021-001	Mun. Support - OMPF	729,400	182,350	547,050	Receive quarterly payments
28	021-023	OPP Detachment Revenue	1,000	-	1,000	
29	021-421	Provincial Offences Act Revenue	5,500	150	5,350	
30	021-422	CSPT-prisoner transportation	1,951	488	1,463	3/4 of grant to be received in the fall
32	021-441	CBO cost-share Magnetawan	115,850	26,462	89,388	Billed quarterly
33	021-442	McMurrich/Monteith CBO services	14,625	-	14,625	Council decision on sharing of revenue required
34	021-502	Aggregate Resources Trust	3,020	-	3,020	
36	021-601	Recycling/Hazardous Waste Grants	44,500	-	44,500	
37	021-711	Elderly Persons Operating Grant	13,250	3,500	9,750	
38	021-712	Elderly Persons Special Grant	10,027	-	10,027	
40	021-723	Senior's Community Grant	8,320	-	8,320	
42	021-821	Provincial Water Works Grant	2,400	1	2,399	
43	021-901	NOHFC - Youth Intern	-	-	-	
46		Sub-total	949,843	212,951	736,892	
47	User Fees					
48	022-321	Tax Certificates	2,470	650	1,820	
49	022-322	Fax & Photocopy Revenue	180	47	133	
50	022-324	Tax Sale Fees & Proceeds	6,750	785	5,965	
51	022-401	Fire Department Miscellaneous Revenue	1,820	-	1,820	
52	022-441	Bldg Dept - Zoning Compliance	1,520	100	1,420	
53	022-442	Bldg Dept -Abandoned Permits	1,000	-	1,000	
54	022-443	Bldg Dept -Special Inspections	4,000	-	4,000	
55	022-491	911 Civic Number Signs	560	-	560	
56	022-501	Road User Fees	-	-	-	
57	022-601	Transfer Station Tipping Fees/Other (scrap metal) Revenue	18,170	1,228	16,942	
58	022-810	Christmas Committee Revenue	600	-	600	
59	022-811	Kearney Dog Sled Races Revenue	21,100	19,738	1,362	
60	022-812	Regatta/Fireworks Revenue	16,174	-	16,174	
61	022-813	Recreation Programs (budget includes reserve transfer)	10,980	-	10,980	
62	022-814	Swim Programs (budget includes reserve transfer)	-	-	-	
63	022-821	KCC Revenue	5,000	3,220	1,780	
64	022-841	Art Show Revenue	8,560	31	8,529	
65	022-901	Planning Revenue	10,000	3,250	6,750	
66		Sub-total	108,884	29,048	79,836	
67	Licenses/Permits					
68	023-001	Lottery License Revenue	1,310	74	1,237	
69	023-002	Trailer Permits Revenue	2,160	360	1,800	
70	023-003	Marriage Licence Revenue	710	-	710	
71	023-401	Fire Permits and Inspection Revenue	760	-	760	
72	023-441	Building Permits Revenue	75,340	11,410	63,930	
73	023-461	Dog Tag Revenue	250	-	250	
74	023-501	Entrance Permit Revenue	2,570	1,100	1,470	

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
75		Sub-total	83,100	12,944	70,157	
76		Rental Income				
77	024-821	Community Hall - Gym Rentals	2,000	633	1,367	
78	024-822	Seniors Lounge	100	-	100	
79	024-823	MNR Room	10,144	-	10,144	
80		Sub-total	12,244	633	11,611	
81		Donations				
82	025-501	Scarborough School Board Donation	10,400	-	10,400	
83		Sub-total	10,400	-	10,400	
84		Interest				
85	026-001	Bank Interest	66,500	12,699	53,801	
86	026-002	Interest On Taxes	32,000	13,277	18,723	
87		Sub-total	98,500	25,975	72,525	
88		Sales and Miscellaneous Revenue				
91	027-811	Centennial Committee Revenue	190	120	70	
92	028-001	Miscellaneous revenue	1,500	6,743	(5,243)	YTD includes SRA sales that are transferred to a reserve for recreation and culture at year-end.
93		Sub-total	1,690	6,863	(5,173)	
94						
95		TOTAL REVENUES	4,441,606	1,961,649	2,479,957	
96						
97		EXPENDITURES				
98		GENERAL GOVERNMENT				
99		Council Expenditures				
100	030-001	Council - Honorariums	50,400	12,600	37,800	
101	030-010	Council EHT & CPP	1,305	326	979	
102	030-020	Council - Sundry Expenses	4,000	233	3,767	
103	030-035	Council - Insurance	1,580	1,580	(0)	Insurance is billed annually in the first quarter of every year
104	030-040	Council - Training, Dues & Mileage Expense	3,000	2,831	169	
105	030-050	Council - Donations	2,600	-	2,600	
106		Sub-total	62,885	17,570	45,315	
107		Election Costs				
108	031-020	Election Expenses	200	-	200	
109		Sub-total	200	-	200	
110		Administration wages and benefits				
111	032-001	Administration wages and benefits	328,800	80,687	248,113	
114	032-056	Human resources consultant	5,000	-	5,000	
115	032-002	Years of Service Awards-all departments	640	-	640	
116	032-003	Recognition Awards-all departments	1,000	-	1,000	
117		Sub-total	335,440	80,687	254,753	
118		General Government Operating Expenses				
119	032-020	Office Postage, Supplies and Sundries	8,900	2,788	6,112	
121	032-023	Computer and Equipment Maintenance	18,950	6,772	12,178	Year-to-date includes annual Munisoft fee (4,059)
122	032-025	CGIS Expenses	9,000	3,761	5,239	2 of 4 quarterly billings included.
123	032-026	Advertising	2,000	81	1,919	
124	032-027	Association Dues	5,300	4,407	893	
125	032-030	Telephone	4,780	1,330	3,450	
126	032-031	Hydro	4,930	555	4,375	
127	032-035	Insurance - Administration	37,899	37,899	(0)	
128	032-036	Insurance - Deductible	5,000	-	5,000	
129	032-040	Training & Professional Development	5,000	1,293	3,707	
130	032-050	Property Assessment	57,128	14,282	42,846	
131	032-051	Contracted Services -Legal/Title Searches	11,000	-	11,000	
132	032-052	MFIPPA/IPC Legal Expense	3,600	670	2,930	
133	032-057	CUPE Negotiation Costs - Legal/other	23,125	100	23,025	
134	032-053	Auditor	14,700	-	14,700	
135	032-054	Contracted Accounting	42,000	-	42,000	

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
136	032-055	Contracted Engineering	5,000	1,318	3,682	YTD charge = architect to be moved to admin capital account
138	032-065	Bank Charges & Interest	4,900	1,046	3,854	
139	032-100	Mileage Expenses	400	-	400	
141		Sub-total	263,612	76,301	187,311	
142		SUB-TOTAL GENERAL GOVERNMENT	662,137	174,558	487,579	
143		PROTECTION				
144		Policing				
145	042-020	Policing	331,593	27,633	303,960	
146		Sub-total	331,593	27,633	303,960	
147		Fire and First Response				
148	040-001	Fire wages and benefits	48,140	10,019	38,121	
150	040-005	Deputy Chief	3,000	-	3,000	
151	040-003	Volunteer Compensation and Training	48,000	3,607	44,393	
153	040-010	Volunteer WSIB, EHT	2,865	-	2,865	
154	032-058	UFCW Negotiation Costs - Legal/Other	22,440	221	22,219	
155	040-020	Administrative Expenses	4,000	314	3,686	
157	040-022	Public Education/Prevention	3,000	-	3,000	
158	040-023	Repeater Tower & Dispatch Services	5,230	788	4,442	
159	040-025	Equipment Maintenance	10,000	2,353	7,647	
160	040-030	Telephone	830	204	626	
161	040-031	Hydro/Heat	7,710	1,101	6,609	
162	040-032	Building Expenses	3,000	453	2,547	
163	040-035	Fire Dept - Firefighters and General Insurance	20,543	20,543	0	
165	040-041	Joint Training Officer	16,682	4,170	12,512	Billed quarterly
166	040-042	Uniforms	4,400	-	4,400	
167	040-060	MNR Fire Agreement	7,000	-	7,000	
168	041-021	First Response - Medical Supplies	2,000	-	2,000	
169	040-100	Vehicle Expenses	14,000	1,865	12,135	
170		Sub-total	222,840	45,639	177,202	
177		Building, By-Law & Animal Control				
178	044-001	Building Dpt. wages and benefits	215,900	45,951	169,949	
180	044-002	Building Dpt. wages and benefits administration (TOK only)	22,250	-	22,250	
181	044-010	Building Dpt. staff recruitment / contracted services (shared)	-	-	-	
182	044-020	Building Department Office Expenses (TOK only)	1,700	140	1,560	
183	044-027	Building Department - Memberships (shared)	800	70	730	
184	044-040	Building Department - Training and miscellaneous costs (shared)	10,000	2,543	7,457	
185	044-041	Building Department - ITC adjustment on shared expenses	-	(61)	61	
187	044-057	Building Department Legal Expenses (shared)	5,000	4,482	518	
188	044-058	Building Department Legal Expenses (TOK only)	10,000	128	9,872	
189	044-100	Building Department - Mileage (TOK only)	6,000	1,110	4,890	
190	045-001	By-Law enforcement Wages	13,530	2,311	11,219	
191	045-020	By-Law - Expenses	5,400	788	4,612	
193	046-020	Animal Control	1,657	392	1,265	
194		Sub-total	292,237	57,854	234,383	
195		Emergency Measurers				
196	049-020	Emergency Measurers Expenses	1,500	472	1,028	
197		Sub-total	1,500	472	1,028	
198		SUB-TOTAL PROTECTION	848,170	131,598	716,573	
199		TRANSPORTATION				
200		PW - Overhead				
201	059-001	PW - Wages & Benefits holding account	461,420	108,218	353,202	
203	050-020	Garage - Bldg & Equipment Supplies and R&M	13,000	1,174	11,826	
204	050-030	PW - Telephone & Radio	4,500	1,434	3,066	
205	050-031	Garage - Hydro/Heat	12,670	3,368	9,302	
206	050-035	PW - Insurance	19,424	19,424	0	
207	050-040	PW - Employee Expenses & Training	6,000	275	5,725	
208	050-050	PW - Road Needs Study	25,000	-	25,000	
209		Sub-total	542,014	133,892	408,122	

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
210		Public Works Equipment				
211	050-100	Public Works - All Vehicles Diesel Fuel	64,500	13,296	51,204	YTD includes January and February bills only
212	050-105	2012 GMC Sierra - fuel, license and repairs	6,000	2,453	3,547	
214	050-115	License and Repairs - 2007 Sterling Tandem	5,000	2,685	2,315	
215	050-120	License and Repairs - 2008 Sterling Tandem	25,000	3,603	21,397	
216	050-121	License and Repairs - 2016 Freightliner	10,000	3,641	6,359	
217	050-122	License and Repairs - 2019 Ford 550	5,000	1,546	3,454	
218	050-123	License and Repairs - 2020 Freightliner	10,000	5,606	4,394	Major components of YTD charges include license (2,687) plow blades (1,869) and tool box (911)
219	050-125	Repairs - Sanding Unit for 1 Ton	1,000	-	1,000	
220	050-130	License and Repairs - 2010 Dodge Truck	-	-	-	
221	050-135	Repairs - Caterpillar Excavator	4,000	20	3,980	
222	050-140	License and Repairs - 1992 Water Truck	-	-	-	
223	050-145	Propane/Repairs - Equipment #5 Steamer	500	-	500	
224	050-155	Repairs - Grader	18,500	7,348	11,152	YTD charges include grader blades (5,952) and amortization of warranty (1,395)
225	050-160	Repairs - John Deere Backhoe	-	-	-	Moved to environmental services
226	050-160	Repairs - Backhoe Replacement	1,000	-	1,000	
227	050-165	Repairs - Trackless sidewalk machine	4,000	-	4,000	
229	050-170	Repairs - Public Works Trailer	5,000	-	5,000	
230		Sub-total	159,500	40,198	119,302	
231		Roadways Maintenance				
233	051-020	Paved Rd - Cold Patch/Patching	6,000	-	6,000	
234	051-021	Paved Rd - Sweeping	7,000	-	7,000	
235	051-022	Paved Rd - Line Painting	7,000	-	7,000	
236	052-020	Unpaved Rd - Gravel	10,000	-	10,000	
237	052-021	Unpaved Rd - Dust Control	36,000	-	36,000	
239	052-023	Unpaved Rd - Armour Mtce Agreement	3,358	3,358	(0)	Annual maintenance bill paid in January
240	053-020	Bridges & Culverts - Bridge Maintenance/Inspections	-	-	-	
241	053-021	Bridges & Culverts - Culverts	15,000	-	15,000	
243	054-020	Roadside - Mowing/Brushing	5,400	-	5,400	
244	054-021	Roadside - Signs	7,000	-	7,000	
245	054-023	Roadside - Guardrails	500	-	500	
246	055-020	Winter Ctrl - Sand & Salt	60,000	-	60,000	
248	056-020	Street Lights - Energy & Repairs	5,120	249	4,871	
249		Sub-total	162,378	3,607	158,771	
250		SUB-TOTAL TRANSPORTATION	863,892	177,697	686,195	
251		ENVIRONMENT				
253	060-001b	Transfer Station Wages and Benefits	71,410	14,661	56,749	
256	060-021	Joint Waste Management	74,474	18,618	55,856	
257	060-022	BFI - Recycling Pick-up	91,740	11,819	79,921	
258	060-023	BFI shingles/metal	9,110	12	9,098	
259	060-024	Transfer Station - Operating Expenses	4,200	428	3,772	
260	060-025	MNR Land Use Permits	173	173	0	
261	060-026	Hazardous Waste Days	9,620	-	9,620	
262	060-060	Repairs - John Deere Backhoe	6,000	5,120	880	Charges to be moved from public works account. Year-to-date includes 2,308 re water pump
263	060-031	Transfer Station - Hydro and Phones	3,410	519	2,891	
264	060-100	Landfill Closure and Post-Closure	10,558	-	10,558	
266		Sub-total Environment	280,695	51,350	229,345	
267		HEALTH SERVICES				
268	070-020	North Bay/Parry Sound Health Unit	27,111	9,037	18,074	
270	070-021	Ambulance	109,479	109,479	0	Annual billing
271	070-022	V of BF - Almaguin Highlands Health Centre/Ontario Telemedicine Network Contribution	6,645	-	6,645	
274		Sub-total Health Services	143,235	118,516	24,719	
275		SOCIAL AND FAMILY SERVICES				
276	071-022	Eastholme - Levy	112,475	28,119	84,356	
277	071-025	DSSAB	162,067	40,517	121,550	

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
278	071-033	Seniors Room - One Time Grant Expenses	10,149	10,149	0	
279	071-032	Seniors Grant - Kearney expenses	5,000	-	5,000	
280		SUB-TOTAL SOCIAL & FAMILY SERVICES	289,691	78,784	210,907	
281		RECREATION & CULTURE				
282		Parks Department				
283	080-001	Parks - Grass Cutting wages and benefits	10,800	-	10,800	
284	080-020	Parks - Parks & Trails maintenance supplies	7,000	-	7,000	
285	080-025	Parks - Town Dock Hydro	370	24	346	
286	080-090	Parks - Lions Park / Rink net of revenue	3,000	491	2,509	
287	080-035	Parks/Recreation Insurance	10,803	10,803	0	
288	080-100	Parks Vehicle - operating expenses	4,000	677	3,323	
289		Sub-total	35,973	11,995	23,978	
290		Recreation Programs				
291	081-001	Recreation - Swimming Wages & Benefits	-	-	-	
292	081-020	Recreation - Program Expenses	19,300	3,739	15,561	
293	081-021	Recreation - Swim Program Expenses	-	-	-	
294	081-035	Recreation - Events/Mun Liability Insurance	810	810	-	
295	081-050	KCC Committee	5,000		5,000	
297	081-051	Christmas Festival Committee	5,000	66	4,934	
298	081-501	Dog Sled Races Expenses	21,100	20,426	674	Prepaid 2019 expenses still to be transferred to account
299	081-502	Regatta/Fireworks Expenses	16,174		16,174	
300		Sub-total	67,384	25,041	42,343	
301		Community Centre				
302	082-001	KCC - Salaries and Benefits	148,490	28,337	120,153	
304	082-020	KCC - Supplies and Maintenance Expenses	20,000	3,436	16,564	
305	082-021	KCC - Water Operations & Maintenance	2,400	498	1,902	
306	082-030	KCC- Cell Phones	420	102	318	
307	082-031	KCC - Hydro/Heat	15,630	4,580	11,050	
308	082-035	KCC - Insurance	4,671	4,671	(0)	
309	082-040	KCC - Employee Expenses and Training	4,500	931	3,569	
310		Sub-total	196,111	42,556	153,555	
311		Library				
312	083-020	Library Levy	24,400	-	24,400	
313	083-021	Library Operating Expenses	2,490	902	1,588	
314		Sub-total	26,890	902	25,988	
315		Cultural Services				
316	084-020	Art Show Expenses	9,020	-	9,020	
317		Sub-total	9,020	-	9,020	
318		SUB-TOTAL RECREATION & CULTURE	335,378	80,493	254,885	
319		PLANNING AND DEVELOPMENT				
320	090-001	Planning wages and benefits	74,640	15,746	58,894	
321	090-020	Planning expenses	2,000	147	1,853	
322	090-021	Update Official Plan / Zoning	5,400	-	5,400	
323	090-022	LPAT Planning Appeals	2,000	3,337	(1,337)	YTD legal and planning charges exceed draft budget
325	090-051	New Development Net Expenses (Revenue)	(1)	814	(815)	
327	091-020	Economic Development miscellaneous expenses	3,500	1,130	2,370	
328		SUB-TOTAL PLANNING & DEVELOPMENT	87,539	21,173	66,366	
329						
330		Total Expenses	3,510,738	834,170	2,676,567	
331						
332		TRANSFERS FROM (TO) RESERVES RE OPERATING ACTIVITIES				
337	029-001 (031-900)	From (To) Election Reserve	(2,240)		(2,240)	Transfers to reserves are not booked until the budget is passed. Transfers from reserves are generally not booked until year-end, once the related expenditures have been incurred.
338	029-001 (031-901)	From (To) CUPE Reserve	15,900		15,900	
339	029-001 (031-902)	From (To) UFCW Reserve	15,000		15,000	
340	029-001 (031-904)	From (To) Sick Leave Reserve	(6,628)		(6,628)	

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
343	029-001 (081-902)	From (To) Regatta Reserve	800		800	
347	SUB-TOTAL FROM (TO) RESERVES RE OPERATING ACTIVITIES		22,832	-	22,832	
348						
349	Total Revenues		4,441,606	1,961,649	2,479,957	
350	Less: Total Expenses		(3,510,738)	(834,170)	(2,676,567)	
351	Add: Net from (to) Reserves re Operating Activities		22,832	-	22,832	
352	Net Operating Income		953,700	1,127,479	(173,778)	
353						
354						
355	CAPITAL TRANSACTIONS - SOURCES OF FUNDING					
356	Grants, Deferred Revenue and Miscellaneous Capital Revenue					
362	021-005	Main St Revitalization Grant	305	305	0	
367	021-504	OCIF - Formula-based funding	238,347	-	238,347	Draft budget earmarked for bridge work
371	021-002	Gas Tax Deferred Revenue	220,034	-	220,034	Draft budget earmarked for bridge work
372	028-801	Parkland Deferred Revenue - Public Recreation Purposes	74,559	-	74,559	Draft budget earmarked for boat ramps
373	Sub-total		533,245	305	532,940	
374	Transfers from Reserves for Capital Purposes		-			
376	029-001	Modernization Funding Reserve	76,625	-	76,625	
382	029-001	Bridge and Culvert Reserve	347,405	-	347,405	
383	029-001	Ralph Bice Wilderness Centre Reserve	9,373	-	9,373	
386	Sub-total		433,403	-	433,403	
387	Total sources of funding - capital transactions		966,648	305	966,343	
388						
389	USES OF FUNDING					
390	Net Long-term Debt Repayments					
393	040-723	Principal - 2007 E-One Pumper/Tanker Loan	5,144		5,144	
394	040-724	Interest - 2007 E-One Pumper/Tanker Loan	8,050		8,050	
403	050-728	Principal - West Bay Road Bridge	13,034		13,034	
404	050-729	Interest - West Bay Road Bridge	1,923	3,739	(1,816)	Payments posted to interest only throughout the year and reallocated between principal and interest at year-end
407	Sub-total		28,151	3,739	24,412	
408	Capital Expenditures					
409	032-800	Capital Equipment - Administration	76,625		76,625	
416	040-800	Fire Dept - Capital Purchases	44,168		44,168	
425	050-801	Capital - PW building and equipment	176,722	16,076	160,646	YTD charges include steamer (15,722) and radio installation (354)
426	050-802	Capital Road Construction	85,260		85,260	
428	050-803	Bridges & Culverts Capital	1,300,000		1,300,000	
431	080-801&803	Boat Ramps & docks special projects	228,515	4,884	223,631	YTD = engineering fees for boat launches
432	080-027	Ralph Bice Committee expenditures	9,373	-	9,373	
440	080-805	Main St. Revitalization Initiative expenditures	427	427	0	
441	080-806	Capital - Island Lake Parking Lot	-	-	-	
442	082-800	KCC Capital	12,124	11,773	351	Stove purchased. Electrical costs not booked as of March 31
444	090-051	New Development Net Expenses (Revenue)	40,502	-	40,502	
445	Sub-total		1,973,716	33,160	1,940,556	
446	Transfers to Reserves for Capital Purposes					
447	032-900	Provision for Working Capital Reserve	6,667		6,667	
449	032-900	Provision for Building Reserve	150,000		150,000	
450	040-900	Fire Dept. Truck Reserves	50,000		50,000	
451	040-900	To Fire - Air Bottle Fill Station Reserve	10,000		10,000	
453	040-900	To Fire - Air Pack Reserve	5,000		5,000	
455	050-900	To Reserve - Public Works Equipment	100,000		100,000	
456	080-900	To Reserve - Trail Development	5,000		5,000	
457	081-902	To Regatta Band Shelter Reserve (re Trillium Requirement)	800		800	
461	Sub-total		327,467	-	327,467	
462						
463	Net Long-term Debt, Capital and Reserve Expenditures		(1,362,686)	(36,594)	(1,326,092)	
464						

	A	B	O	Q	R	S
5	Account #	Description	2020 Draft Budget as of May 6, 2020	Jan-March 2020 Actual	YTD Draft Budget Variance	Comments
465		Overall Budget				
466						
467	018-001	Prior Year Surplus (Deficit)	408,986	408,986	-	
468		Net Operating Income	953,700	1,127,479	(173,778)	
470		Net Capital and Reserve Expenditures	(1,362,686)	(36,594)	(1,326,092)	
471						
472		Net Income (Deficit) (must = 0 for balanced budget)	0	1,499,871	(1,499,870)	
473						

	A	B	J	K	M	O	Q	R
1	TOWN OF KEARNEY							
2	2020 Draft Budget Worksheet							
3	May 15, 2020							
4								
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
11								
12		REVENUES						
13		Net Taxation Revenue						
14	020-001	Tax Levy - Set-up Taxes	3,538,337	3,627,572	3,627,571	3,759,728	132,157	Set at level required to meet net operating income target = 1.16% per OPTA.
15	020-001	Tax Levy - Set-up Taxes- area rating	2,704	2,704	2,649	2,649	-	
16	020-003	Payments in lieu of taxes	22,001	22,594	22,594	-	(22,594)	PIL budget included in taxes above
17	020-002	Supplementary Taxes	19,056	15,000	14,767	15,000	233	
18	032-060	Property Tax Write-offs	(8,780)	(10,000)	(7,253)	(8,000)	(747)	
19	020-201	Education Levy - English Public	(571,827)	(554,600)	(553,715)	(545,242)	8,473	Education rates received in December; distribution among boards received March.
20	020-202	Education Levy - French Public	(2,691)	(3,026)	(2,896)	(3,133)	(237)	
21	020-203	Education Levy - English Separate	(40,520)	(37,910)	(38,016)	(36,162)	1,854	
22	020-204	Education Levy - French Separate	(7,357)	(7,030)	(7,159)	(7,895)	(736)	
23		Sub-total	2,950,923	3,055,304	3,058,542	3,176,945	118,403	
24								
25		Operating Grants						
26	021-001	Mun. Support - OMPF	650,500	697,400	697,400	729,400	32,000	Per funding notification received October.
27	021-006	MMAH Small Rural Municipality unconditional grant		410,600	410,600	-	(410,600)	One-time unconditional grant in 2019.
28	021-003	Summer Students Grants	-	-	-	-	-	Applied for student grants in 2018 and 2019 but did not receive.
29	021-023	OPP Detachment Revenue	1,298	1,070	1,070	1,000	(70)	Speculative, based on past 2 years
30	021-421	Provincial Offences Act Revenue	9,671	12,210	5,447	5,500	53	Based on 2019 actual: POA revenues have been declining.
31	021-422	CSPT-prisoner transportation	2,262	2,349	2,349	1,951	(398)	Per funding notification received February.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
32	021-423	OCLIF funding		10,000	-	-	-	\$15,000 cannabis funding received in 2019 is to be used to offset increased costs related to this new legislation. Must be able to prove expenditures and has been deferred in 2019.
33	021-441	CBO cost-share Magnetawan	87,904	109,375	108,712	115,850	7,138	Cost-share agreement (50% budgeted costs).
34	021-442	McMurrich/Monteith CBO services			-	14,625	14,625	Council decision on sharing of revenue required. \$17,250 earned to March 7/20. Agreement to beginning of May (8 more weeks @ approx \$1,500/week earned). Assume 1/2 retained by Kearney.
35	021-502	Aggregate Resources Trust	1,337	1,630	4,698	3,020	(1,678)	2-year average. Municipal portion of license/permit fees doubled commencing 2018.
37	021-601	Recycling/Hazardous Waste Grants	43,104	44,870	45,105	44,500	(605)	Recycling and hazardous waste grant programs are beginning to be phased out. Battery grant not anticipated for 2020, but all others (blue box, electronics, other hazardous waste) are expected to continue for the year and are budgeted at amount received in 2019.
38	021-711	Elderly Persons Operating Grant	12,750	12,900	13,025	13,250	225	Annual operating grant.
39	021-712	Elderly Persons Special Grant	15,000	9,360	9,360	10,027	667	20/21 budget is approved by funding body in mid-2020. Expenditures fully offset revenue so no overall impact on budget. Reported budget represents balance of unspent 19/20 grant.
41	021-723	Senior's Community Grant			3,055	8,320	5,265	Program extended to end of December 2020. Balance of grant available re fitness classes = 8,320.
42	021-811	Provincial Recreation Grant	15,716	4,100	4,100	-	(4,100)	Grant re fitness classes to end of March 2019.
43	021-821	Provincial Water Works Grant	1,770	2,400	1,889	2,400	511	= expenses in account 082-021 to maximum of \$4,000.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
44	021-901	NOHFC - Youth Intern	29,342	-	-	-	-	Potential for new Admin Assistant. Application currently in the works. Funding cap of 31,500
47		Sub-total	870,654	1,318,264	1,306,809	949,843	(356,966)	
48		User Fees						
49	022-321	Tax Certificates	2,550	2,710	1,889	2,470	582	3-year average.
50	022-322	Fax & Photocopy Revenue	163	180	214	180	(34)	3-year average.
51	022-324	Tax Sale Fees & Proceeds	5,293	7,500	1,500	6,750	5,250	Based on tax sale proceedings expected to be finalized in 2020.
52	022-401	Fire Department Miscellaneous Revenue	12,560	1,660	1,840	1,820	(20)	3-year average, adjusted for asset sale proceeds and fire ban charges (8,600 in 2018).
53	022-441	Bldg Dept - Zoning Compliance	1,425	1,370	1,800	1,520	(280)	3-year average.
54	022-442	Bldg Dept -Abandoned Permits		5,000	250	1,000	750	Implemented in 2019.
55	022-443	Bldg Dept -Special Inspections		4,000	2,000	4,000	2,000	Implemented in 2019.
56	022-491	911 Civic Number Signs	630	490	540	560	20	3-year average.
57	022-501	Road User Fees	-	-	-	-	-	
58	022-601	Transfer Station Tipping Fees/Other (scrap metal) Revenue	18,311	19,350	15,700	18,170	2,470	3-year average.
59	022-810	Christmas Committee Revenue	550	500	660	600	(60)	Vendor fees and donations.
60	022-811	Kearney Dog Sled Races Revenue	24,048	22,000	21,969	21,100	(869)	Based on actual as of April 27/20.
61	022-812	Regatta/Fireworks Revenue	8,718	17,847	12,388	16,174	3,786	Historically has been set = opening reserve balance (\$16,974) less \$800/yr reserve transfer specifically earmarked for replacing the bandshelter (\$800/yr for 13 years for \$10,400 total per Trillium agreement).
62	022-813	Recreation Programs (budget includes reserve transfer)	1,437	18,800	7,021	10,980	3,959	Full recovery of costs via user fees, senior's community grant and transfer from recreation and culture reserve.
63	022-814	Swim Programs (budget includes reserve transfer)	-	10,750	560	-	3,340	Cancelled for the year.
64	022-821	KCC Revenue	5,301	5,000	4,332	5,000	668	Any difference between revenue & expenditures, account 081-050 is adjusted through reserve transfer at the end of each year.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
65	022-841	Art Show Revenue	9,202	9,600	5,981	8,560	2,579	3-year average.
66	022-901	Planning Revenue	11,050	11,960	8,457	10,000	1,543	3-year average.
67		Sub-total	101,237	138,717	87,100	108,884	25,684	
68		Licenses/Permits						
69	023-001	Lottery License Revenue	1,495	1,390	261	1,310	1,049	3-year average.
70	023-002	Trailer Permits Revenue	2,160	1,800	2,160	2,160	-	3-year average.
71	023-003	Marriage Licence Revenue	625	630	875	710	(165)	3-year average.
72	023-401	Fire Permits and Inspection Revenue	441	820	856	760	(96)	3-year average.
73	023-441	Building Permits Revenue	69,205	67,770	86,398	75,340	(11,058)	3-year average.
74	023-461	Dog Tag Revenue	315	350	150	250	100	3-year average.
75	023-501	Entrance Permit Revenue	3,500	2,670	1,450	2,570	1,120	3-year average.
76		Sub-total	77,740	75,430	92,150	83,100	(9,050)	
77		Rental Income						
78	024-821	Community Hall - Gym Rentals	1,729	2,000	3,713	2,000	(1,713)	3-year average, reduced to 10/12ths re KCC closure.
79	024-822	Seniors Lounge	66	90	111	100	(11)	3-year average.
80	024-823	MNR Room	11,143	11,366	11,366	10,144	(1,222)	2% CPI increase as per 4-year agreement. Removed 1.5 months rent re closure of KCC.
81		Sub-total	12,938	13,456	15,189	12,244	(2,945)	
82		Donations						
83	025-501	Scarborough School Board Donation	10,000	10,200	10,000	10,400	400	Increased by 10% in 2018. 4% budget increase reflects 2018 and 2019 CPI.
84		Sub-total	10,000	10,200	10,000	10,400	400	
85		Interest						
86	026-001	Bank Interest	33,408	46,300	71,013	66,500	(4,513)	Interest on term deposits and funds in bank. Rate reduced to 1.75% in April. Expect to maintain approximate current balances on hand to the end of the year.
87	026-002	Interest On Taxes	54,376	41,000	45,338	32,000	(13,338)	Interest on current taxes waived until the end of 2020.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
88		Sub-total	87,783	87,300	116,351	98,500	(17,851)	
89		Sales and Miscellaneous Revenue						
91	027-001	By-law Enforcement Revenue	70	100	46,870	-	(46,870)	One-time property charge in 2019.
92	027-811	Centennial Committee Revenue	240	150	325	190	(135)	Book sales. 3-year average.
93	028-001	Miscellaneous revenue	55,649	2,000	1,063	1,500	437	Typical revenue includes NSF fees, sale of shore road allowance and CUPE reimbursements for staff training in bargaining years. SRA sales are not budgeted, as they are difficult to predict and have no impact on the surplus: all proceeds are transferred to a reserve for recreation and culture at year-end.
94		Sub-total	55,959	2,250	48,258	1,690	(46,568)	
95								
96		TOTAL REVENUES	4,167,235	4,700,921	4,734,400	4,441,606	(288,894)	
97								
98		EXPENDITURES						
99		GENERAL GOVERNMENT						
100		Council Expenditures						
101	030-001	Council - Honorariums	58,288	50,400	50,400	50,400	-	Per rate previously approved for new term of Council.
102	030-010	Council EHT & CPP	1,083	1,294	1,333	1,305	(28)	
103	030-020	Council - Sundry Expenses	4,090	4,000	4,061	4,000	(61)	
104	030-035	Council - Insurance	1,762	1,595	1,581	1,580	(1)	2020 actual distribution.
105	030-040	Council - Training, Dues & Mileage Expense	5,656	4,000	3,204	3,000	(204)	
106	030-050	Council - Donations	1,600	3,500	3,045	2,600	(445)	Including KWEF 1,500 water sampling equipment.
107		Sub-total	72,480	64,789	63,625	62,885	(740)	
108		Election Costs						
109	031-020	Election Expenses	13,413	1,000	193	200	7	2019 = joint audit committee (Armour).
110		Sub-total	13,413	1,000	193	200	7	

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
111		Administration wages and benefits						
112	032-001	Administration wages and benefits	287,170	334,650	290,016	328,800	38,784	Budget includes 1/2 of shared Admin/Bldg position.
114	032-701	Unfunded sick leave liability	(1,695)	-	495	-	(495)	Decrease (increase) in estimated liability is included in actual wages and benefits . Funded In future years so no need to budget.
115	032-056	Human resources consultant	4,274	15,000	12,867	5,000	(7,867)	Pay equity - Union
116	032-002	Years of Service Awards-all departments	237	1,320	979	640	(339)	2020: 1 @ 5 years; 1 @ 10 years; 1 @ 25 years.
117	032-003	Recognition Awards-all departments	1,000	1,000	1,000	1,000	-	
118		Sub-total	290,987	351,970	305,357	335,440	30,083	
119		General Government Operating Expenses						
120	032-020	Office Postage, Supplies and Sundries	7,772	7,900	8,678	8,900	222	Postage (approx 50% of account), courier, tax bill mailouts, misc office supplies. Postage increased by 2.2% for 2020.
122	032-023	Computer and Equipment Maintenance	12,481	16,000	17,472	18,950	1,478	Account includes computer, website and photocopier maintenance charges, photocopier paper, software licenses, and internet charges. Added \$700 re debit terminal in 2020. Charges to non-gen govt departments re photocopier use stopped in 2019, largely explaining the budget variance.
123	032-025	CGIS Expenses	8,330	7,497	7,450	9,000	1,550	Quarterly CGIS charge plus by-law layer.
124	032-026	Advertising	630	2,000	1,843	2,000	157	Largely a contingency re staff recruitment.
125	032-027	Association Dues	4,781	5,123	5,123	5,300	177	Will be updated to 2020 year-to-date actual prior to budget finalization.
126	032-030	Telephone	4,817	4,910	4,689	4,780	91	2% inflationary increase.
127	032-031	Hydro	4,249	5,263	5,300	4,930	(370)	2% inflationary increase less adj re 13 monthly chgs in 2019.
128	032-035	Insurance - Administration	29,939	31,139	31,139	37,899	6,760	2020 actual distribution.
129	032-036	Insurance - Deductible	7,590	5,000	-	5,000	5,000	Contingency for developing issues.
130	032-040	Training & Professional Development	4,821	5,000	4,061	5,000	939	
131	032-050	Property Assessment	56,862	56,947	56,927	57,128	201	Per levy notification.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
132	032-051	Contracted Services -Legal/Title Searches	10,608	10,000	6,864	11,000	4,136	General matters.
133	032-052	MFIPPA/IPC Legal Expense			3,759	3,600	(159)	Revised per March 23 budget meeting.
134	032-057	CUPE Negotiation Costs - Legal/other	936	22,670	77	23,125	23,048	Based on 2015 costs of 20,941.
135	032-053	Auditor	12,333	12,415	12,252	14,700	2,448	New quote required for 2020. 20% increase anticipated.
136	032-054	Contracted Accounting	29,858	32,000	39,234	42,000	2,766	Increased over 2019 budget 10,000 re asset management work. Since this work has not been performed before, no historical information on which to base estimate.
137	032-055	Contracted Engineering	-	-	4,158	5,000	842	Contingency for grant applications/miscellaneous consulting.
139	032-065	Bank Charges & Interest	4,402	3,660	4,895	4,900	5	Based on 2019 actual.
140	032-100	Mileage Expenses	712	200	429	400	(29)	
141	032-802	Land Expropriation	-	3,240	3,240	-	(3,240)	N/A in 2020.
142		Sub-total	201,122	230,964	217,591	263,612	46,021	
143		SUB-TOTAL GENERAL GOVERNMENT	578,002	648,723	586,766	662,137	75,372	
144		PROTECTION						
145		Policing						
146	042-020	Policing	337,308	335,683	335,688	331,593	(4,095)	OPP estimate received in 2019, including 2018 year-end adjustment credit.
147		Sub-total	337,308	335,683	335,688	331,593	(4,095)	
148		Fire and First Response						
149	040-001	Fire wages and benefits	36,292	33,800	41,451	48,140	6,689	
151	040-005	Deputy Chief	-	3,000	-	3,000	3,000	Added per March 23 budget meeting.
152	040-003/ 040-040	Volunteer Compensation and Training	35,448	40,000	38,216	48,000	9,784	Timesheet-based honorariums and training (out of town, conferences, training manuals, etc).
154	040-010	Volunteer WSIB, EHT	2,602	2,850	2,499	2,865	366	
155	032-058	UFCW Negotiation Costs - Legal/Other	325	22,000	271	22,440	22,169	Approximate CUPE costs.
156	040-020	Administrative Expenses	4,877	4,300	3,567	4,000	433	Office supplies, photocopier, association dues, personal medicals, mileage.
158	040-022	Public Education/Prevention	1,742	4,000	1,251	3,000	1,749	

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
159	040-023	Repeater Tower & Dispatch Services	7,738	4,800	4,883	5,230	347	Spectrum (Pevensey Repeater Tower), internet and dispatch services.
160	040-025	Equipment Maintenance	15,907	10,000	10,749	10,000	(749)	Radio license, maintenance of bunker suits and other equipment, minor equipment purchases.
161	040-030	Telephone	773	790	811	830	19	Bell and Telizon - inflationary increase.
162	040-031	Hydro/Heat	7,419	7,926	7,886	7,710	(176)	Electricity and furnace fuel. 2% inflationary increase less adj re 13 hydro bills in 2019.
163	040-032	Building Expenses	2,011	3,600	1,253	3,000	1,747	Building/furnace/water system/generator supplies and maintenance.
164	040-035	Fire Dept - Firefighters and General Insurance	19,480	20,504	20,504	20,543	39	2020 actual distribution.
166	040-041	Joint Training Officer	16,682	16,682	16,682	16,682	0	Kearney share of joint training officer per Ryerson.
167	040-042	Uniforms	3,770	4,400	3,023	4,400		
168	040-060	MNR Fire Agreement	6,702	6,843	6,855	7,000	145	Fire protection Crown land. Agreement with annual CPI increase in place for 2017 - 2022.
169	041-021	First Response - Medical Supplies	1,746	2,000	1,433	2,000	567	
170	040-100	Vehicle Expenses	12,080	14,000	9,312	14,000	4,688	All expenses related to vehicle maintenance & operation. 2,360 quote for tire replacement, net of 600 trade-in on old tires.
171		Sub-total	175,593	201,495	170,647	222,840	52,194	
178		Building, By-Law & Animal Control						
179	044-001	Building Dpt. wages and benefits	170,151	201,000	203,645	215,900	12,255	Shared with Magnetawan.
181	044-002	Building Dpt. wages and benefits administration (TOK only)				22,250	22,250	Budget includes 1/2 of shared Admin/Bldg position, budgeted to commence May 1.
182	044-010	Building Dpt. staff recruitment / contracted services (shared)	1,605	-	-	-	-	
183	044-020	Building Department Office Expenses (TOK only)	801	1,500	588	1,700	1,112	Office supplies, postage, filing cabinet.
184	044-027	Building Department - Memberships (shared)		750	392	800	408	
185	044-040	Building Department - Training and miscellaneous costs (shared)	7,084	10,000	8,548	10,000	1,452	
186	044-041	Building Department - ITC adjustment on shared expenses	(214)	-	(90)	-	90	
188	044-057	Building Department Legal Expenses (shared)	-	7,000	2,415	5,000	2,585	Re policy
189	044-058	Building Department Legal Expenses (TOK only)	14,001	10,000	2,684	10,000	7,316	Kearney's legal action

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
190	044-100	Building Department - Mileage (TOK only)	4,721	6,000	5,447	6,000	553	
191	045-001	By-Law enforcement Wages	10,995	11,800	13,092	13,530	438	Based on 35 hours/month
192	045-020	By-Law - Expenses	7,110	5,400	3,026	5,400	2,374	Training (2,000), Mileage (3,400)
193	045-021	By-Law Property Cleanup		-	46,175		(46,175)	One-time event in 2019.
194	046-020	Animal Control	1,540	1,625	1,625	1,657	32	Vet Unit and SPCA.
195		Sub-total	217,793	255,075	287,545	292,237	4,692	
196		Emergency Measurers						
197	049-020	Emergency Measurers Expenses	530	1,500	2,265	1,500	(765)	911 numbering, Min of Finance CERB, update emergency plan.
198		Sub-total	530	1,500	2,265	1,500	(765)	
199		SUB-TOTAL PROTECTION	731,225	793,753	796,144	848,170	52,026	
200		TRANSPORTATION						
201		PW - Overhead						
202	059-001	PW - Wages & Benefits holding account	425,494	409,700	352,639	461,420	108,781	
204	050-020	Garage - Bldg & Equipment Supplies and R&M	11,169	13,000	15,692	13,000	(2,692)	Supplies/maintenance of garage & equipment.
205	050-030	PW - Telephone & Radio	4,140	4,220	4,531	4,500	(31)	Radio air time, phone and cell.
206	050-031	Garage - Hydro/Heat	11,424	13,060	13,211	12,670	(541)	Electricity and furnace fuel. 2% inflationary increase less adjustment for 13 hydro charges in 2019.
207	050-035	PW - Insurance	18,863	18,401	18,401	19,424	1,023	2020 actual distribution.
208	050-040	PW - Employee Expenses & Training	2,786	6,000	2,165	6,000	3,835	Clothing allowance and training.
209	050-050	PW - Road Needs Study	-	-	-	25,000	25,000	To provide updated information for AMP
210		Sub-total	473,876	464,381	406,639	542,014	135,375	
211		Public Works Equipment						
212	050-100	Public Works - All Vehicles Diesel Fuel	60,327	64,500	49,744	64,500	14,756	Full staff.
213	050-105	2012 GMC Sierra - fuel, license and repairs	11,541	6,000	7,257	6,000	(1,257)	
215	050-115	License and Repairs - 2007 Sterling Tandem	28,925	12,500	8,650	5,000	(3,650)	License currently renewed to October 2020. Use as spare.
216	050-120	License and Repairs - 2008 Sterling Tandem	24,090	25,000	17,055	25,000	7,945	

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
217	050-121	License and Repairs - 2016 Freightliner	8,762	9,000	16,359	10,000	(6,359)	Annual expense (2016 to 2022) will include amortization of 7-year extended warranty (annual cost of 815.53)
218	050-122	License and Repairs - 2019 Ford 550		5,000	626	5,000	4,374	Oil change, cutting edges, license
219	050-123	License and Repairs - 2020 Freightliner			79	10,000	9,921	
220	050-125	Repairs - Sanding Unit for 1 Ton	-	1,000	1,414	1,000	(414)	Chains, etc
221	050-130	License and Repairs - 2010 Dodge Truck	6,948	2,342	2,342	-	(2,342)	No longer in use
222	050-135	Repairs - Caterpillar Excavator	284	3,000	8,320	4,000	(4,320)	
223	050-140	License and Repairs - 1992 Water Truck	6,273	-	-	-	-	No longer in use
224	050-145	Propane/Repairs - Equipment #5 Steamer	526	500	32	500	468	Propane & repairs. Not certifiable (see capital projects listing)
225	050-155	Repairs - Grader	9,477	18,000	32,204	18,500	(13,704)	Annual expense will include amortization of 5,000 hour extended warranty on John Deere grader: (annual cost = \$1,861).
226	050-160	Repairs - John Deere Backhoe	4,073	11,000	9,782	-	(9,782)	Old backhoe moved to transfer station per budget meeting March 23.
227	050-160	Repairs - Backhoe Replacement				1,000	1,000	Added per March 23 budget meeting.
228	050-165	Repairs - Trackless sidewalk machine	1,810	4,000	2,552	4,000	1,448	
229	050-166	Repairs - Sweeper	13,565	10,000	-	-	-	Town sweeper not repaired.
230	050-170	Repairs - Public Works Trailer	1,021	3,000	710	5,000	4,290	
231		Sub-total	177,622	174,842	157,124	159,500	2,376	
232		Roadways Maintenance						
234	051-020	Paved Rd - Cold Patch/Patching	-	6,000	4,271	6,000	1,729	
235	051-021	Paved Rd - Sweeping	412	3,000	733	7,000	6,267	Contract sweeper.
236	051-022	Paved Rd - Line Painting	8,349	9,000	11,364	7,000	(4,364)	Annual maintenance. Only stop block lines (not parking lots).
237	052-020	Unpaved Rd - Gravel	-	-	12,565	10,000	(2,565)	\$5,200 Aggregate resources fee recorded in 2019 which includes permit fee.
238	052-021	Unpaved Rd - Dust Control	34,880	35,000	22,833	36,000	13,167	

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
239	052-022	Unpaved Rd - Gravel Pits	-	173	-	-	-	Permits. Haven't paid since 2017: included in agg resources fee above.
240	052-023	Unpaved Rd - Armour Mtce Agreement	3,358	3,358	3,358	3,358	(0)	Armour-mtce agreement paid Jan 2020
241	053-020	Bridges & Culverts - Bridge Maintenance/Inspections	-	8,675	6,777	-	(6,777)	
242	053-021	Bridges & Culverts - Culverts	8,204	10,000	257	15,000	14,743	Large pipe Rain Lk. Rd (Ryan's Lake).
244	054-020	Roadside - Mowing/Brushing	6,068	6,100	5,173	5,400	227	
245	054-021	Roadside - Signs	2,347	5,000	2,960	7,000	4,040	Update all road speed signs-to be discussed by Council
246	054-023	Roadside - Guardrails	-	500	-	500	500	
247	055-020	Winter Ctrl - Sand & Salt	52,420	60,000	59,827	60,000	173	
249	056-020	Street Lights - Energy & Repairs	7,089	4,250	6,195	5,120	(1,075)	Includes 2,000 repairs.
250		Sub-total	123,128	151,056	136,313	162,378	26,065	
251		SUB-TOTAL TRANSPORTATION	774,627	790,279	700,076	863,892	163,816	
252		ENVIRONMENT						
253	060-001a	Transfer Station Contracted Services	37,716	1,946	1,946	-	(1,946)	Replaced by internal staff in January 2019.
254	060-001b	Transfer Station Wages and Benefits		67,725	70,245	71,410	1,165	
255	060-019	Education/Water Sampling	1,786	-	-	-	-	Moved to Council donations in 2019.
257	060-021	Joint Waste Management	79,030	79,183	79,183	74,474	(4,709)	Per JWMC proposed budget.
258	060-022	BFI - Recycling Pick-up	93,216	110,275	89,940	91,740	1,800	2% inflationary increase.
259	060-023	BFI shingles/metal	5,680	5,825	8,935	9,110	175	2% inflationary increase.
260	060-024	Transfer Station - Operating Expenses	675	4,200	3,277	4,200	923	Replace porta potty, signs
261	060-025	MNR Land Use Permits	192	192	154	173	19	Estimate = 2019 adjusted for HST.
262	060-026	Hazardous Waste Days	8,096	8,260	9,436	9,620	184	2% inflationary increase.
263	060-060	Repairs - John Deere Backhoe				6,000	6,000	From roads per budget meeting March 23.
264	060-031	Transfer Station - Hydro and Phones	2,414	2,950	3,588	3,410	(178)	2% inflationary increase less adj re 13 hydro chgs in 2019.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
265	060-100	Landfill Closure and Post-Closure	4,111	7,378	16,605	10,558	(6,047)	DM Wills renewed contract + balance of 2019 reporting.
267		SUB-TOTAL ENVIRONMENT	232,916	287,934	283,308	280,695	(2,613)	
268		HEALTH SERVICES						
269	070-020	North Bay/Parry Sound Health Unit	25,227	25,820	25,820	27,111	1,291	Per levy notification.
271	070-021	Ambulance	104,294	105,883	105,883	109,479	3,596	Per levy notification.
272	070-022	V of BF - Almaguin Highlands Health Centre/Ontario Telemedicine Network Contribution	500	500	500	6,645	6,145	Commitment of 500/year for 5 years (2018-2022). Resolution March 13/20 to increase 2020 contribution and revisit annually.
275		SUB-TOTAL HEALTH SERVICES	130,021	132,203	132,203	143,235	11,032	
276		SOCIAL AND FAMILY SERVICES						
277	071-022	Eastholme - Levy	107,418	109,435	109,435	112,475	3,040	Per levy notification.
278	071-025	DSSAB	160,442	161,499	161,499	162,067	568	Per levy notification.
279	071-033	Seniors Room - One Time Grant Expenses	15,090	9,360	8,955	10,149	1,194	20/21 grant not approved until mid-2020. Fully offset by revenue. 2020 budget = actual spent re 19/20 grant.
280	071-032	Seniors Grant - Kearney expenses	2,878	2,900	3,300	5,000	1,700	Accounting and audit fees, r&m specific to senior's room. Anticipated increased re first-time review vs audit.
281		SUB-TOTAL SOCIAL & FAMILY SERVICES	285,828	283,194	283,189	289,691	6,502	
282		RECREATION & CULTURE						
283		Parks Department						
284	080-001	Parks - Grass Cutting wages and benefits	12,427	15,950	11,312	10,800	(512)	2 grass cutters for 9 weeks.
285	080-020	Parks - Parks & Trails maintenance supplies	7,696	7,700	3,886	7,000	3,114	Student adv, lawnmower gas/rprs, portable toilets.
286	080-025	Parks - Town Dock Hydro	305	380	415	370	(45)	2% inflationary increase adjusted re 13 bills in 2019.
287	080-090	Parks - Lions Park / Rink net of revenue	2,146	5,100	3,240	3,000	(240)	Portable toilets, hydro, r&m.
288	080-035	Parks/Recreation Insurance	8,933	8,782	8,782	10,803	2,021	2020 actual distribution.
289	080-100	Parks Vehicle - operating expenses	2,973	2,500	2,949	4,000	1,051	Needs brakes.
290		Sub-total	34,479	40,412	30,585	35,973	5,388	
291		Recreation Programs						

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
292	081-001	Recreation - Swimming Wages & Benefits	-	10,750	3,016	-	384	Cancelled for the year.
293	081-020	Recreation - Program Expenses	21,459	22,900	20,501	19,300	(1,201)	Yoga and fitness instructors, baseball and Christmas contest. Reduced fitness instructor costs by 1 month re closure of KCC.
294	081-021	Recreation - Swim Program Expenses	89	-	246	-	254	Cancelled for the year.
295	081-035	Recreation - Events/Mun Liability Insurance	(407)	810	810	810	-	2020 actual distribution.
296	081-050	KCC Committee	3,086	5,000	4,147	5,000	853	= revenue account 022-821.
298	081-051	Christmas Festival Committee	8,146	8,500	3,642	5,000	1,358	Add sleigh rides, face painting.
299	081-501	Dog Sled Races Expenses	9,054	23,300	24,371	21,100	(3,271)	Based on actual recorded prior to budget finalization.
300	081-502	Regatta/Fireworks Expenses	10,149	17,847	13,261	16,174	2,913	Expenditures=revenue account 022-812
301		Sub-total	51,576	89,107	69,994	67,384	1,290	
302		Community Centre						
303	082-001	KCC - Salaries and Benefits	122,715	128,090	134,616	148,490	13,874	1 FT, 2 PT @ 24/wk
305	082-020	KCC - Supplies and Maintenance Expenses	15,112	20,000	17,542	20,000	2,458	R&M, supplies, security and fire protection.
306	082-021	KCC - Water Operations & Maintenance	2,216	2,400	1,440	2,400	960	Grant covers expenses up to 4,000.
307	082-030	KCC- Cell Phones	-	860	428	420	(8)	New in 2019. Estimate = 35/m.
308	082-031	KCC - Hydro/Heat	16,795	17,130	16,282	15,630	(652)	Electricity and furnace fuel. 2% inflationary increase less adj re 13 hydro bills in 2019.
309	082-035	KCC - Insurance	4,921	5,196	5,196	4,671	(525)	2020 actual distribution.
310	082-040	KCC - Employee Expenses and Training	2,522	3,500	4,317	4,500	183	Training and related travel expenses, clothing allowance (300/employee).
311		Sub-total	164,281	177,176	179,820	196,111	16,291	
312		Library						
313	083-020	Library Levy	25,432	25,434	25,434	24,400	(1,034)	2020 draft Library budget (revised re year-end work). Reduced by \$3,000 re library closure.
314	083-021	Library Operating Expenses	2,411	2,560	2,438	2,490	52	Insurance, hydro, copier maintenance, long-distance charges. 2% inflationary increase.
315		Sub-total	27,843	27,994	27,872	26,890	(982)	
316		Cultural Services						

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
317	084-020	Art Show Expenses	10,933	8,570	6,372	9,020	2,648	3-year average.
318		Sub-total	10,933	8,570	6,372	9,020	2,648	
319		SUB-TOTAL RECREATION & CULTURE	289,113	343,259	314,643	335,378	24,635	
320		PLANNING AND DEVELOPMENT						
321	090-001	Planning wages and benefits	67,782	71,100	70,101	74,640	4,539	
322	090-020	Planning expenses	1,123	3,000	743	2,000	1,257	Training, supplies. Planning Board contingency not considered necessary.
323	090-021	Update Official Plan / Zoning	197	5,400	-	5,400	5,400	Zoning by-law carried forward from 2019 budget.
324	090-022	LPAT Planning Appeals			1,540	2,000	460	
325	091-001	Economic Development wages and benefits	39,411	2,857	2,916	-	(2,916)	Position ended January 2019.
326	090-051	New Development Net Expenses (Revenue)	15,448	(1)	-	(1)	(1)	
327	091-021	Economic Development - intern expenses	3,303	-	-	-	-	Position ended January 2019.
328	091-020	Economic Development miscellaneous expenses	985	10,000	3,433	3,500	67	Account includes TODDS cost (\$1,130 for 2020)
329		SUB-TOTAL PLANNING & DEVELOPMENT	128,250	92,356	78,733	87,539	8,806	
330								
331		Total Expenses	3,149,982	3,371,701	3,175,062	3,510,738	339,576	
332								
333		TRANSFERS FROM (TO) RESERVES RE OPERATING ACTIVITIES						
338	029-001 (031-900)	From (To) Election Reserve	9,912	(2,240)	(2,240)	(2,240)	-	Annual contribution of \$2,240 in non-election years.
339	029-001 (031-901)	From (To) CUPE Reserve	(5,300)	15,900	-	15,900	15,900	Use of prior-year contributions for 2020 union negotiations.
340	029-001 (031-902)	From (To) UFCW Reserve	-	15,000	-	15,000	15,000	Use of prior-year contributions for 2020 union negotiations.
341	029-001 (031-904)	From (To) Sick Leave Reserve		(20,000)	(20,000)	(6,628)	13,372	Amount required to fund 2019 year-end balance of accumulated sick leave.
342	029-001 (031-903)	From (To) Modernization Funding Reserve		(410,600)	(410,600)	-	410,600	Transfer of one-time grant in 2019.
343	029-001 (081-900)	From (To) Dog Sled Reserve	(14,994)	1,300	2,402	-	(2,402)	Net Dog Sled Expense (Revenue).

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
344	029-001 (081-902)	From (To) Regatta Reserve	2,231	800	1,673	800	(873)	800 from re bandselter reserve contribution plus net Regatta Expense (Revenue)
345	029-001	From (To) KCC Reserve	(2,214)	-	(185)	-	185	
346	029-001	From Economic Development Reserve	985	3,622	3,623	-	(3,623)	Reserve exhausted in 2019.
347	029-001 (032-900)	From (To) To Recreation and Culture Reserve	(52,578)	-	9,027	-	(9,027)	All proceeds from shore road allowance sales are transferred to reserve earmarked for recreation and culture purposes. Neither sales nor reserve transfer budgeted, as no net impact on budget.
348	SUB-TOTAL FROM (TO) RESERVES RE OPERATING ACTIVITIES		(61,958)	(396,218)	(416,300)	22,832	439,132	
349								
350	Total Revenues		4,167,235	4,700,921	4,734,400	4,441,606	(288,894)	
351	Less: Total Expenses		(3,149,982)	(3,371,701)	(3,175,062)	(3,510,738)	(339,576)	
352	Add: Net from (to) Reserves re Operating Activities		(61,958)	(396,218)	(416,300)	22,832	439,132	
353	Net Operating Income		955,295	933,002	1,143,039	953,700	(189,339)	Target at least inflationary increase over prior-year budget (953,700)
354								
355								
356	CAPITAL TRANSACTIONS - SOURCES OF FUNDING							
357	Grants, Deferred Revenue and Miscellaneous Capital Revenue							
358	028-003	Asset sale proceeds/insurance proceeds	-	87,500	90,752	-		
360	021-004	Clean Water&Wastewater Grant-Fire and Lions septic & well	37,790	27,249	29,150	-		Completed in 2019.
363	021-005	Main St Revitalization Grant		38,426	38,668	305		Balance of funding/interest earned.
364	025-401	KVFD/1st Response Equipment Donations	-	-	18,000	-		2019 = donated vehicle.
368	021-504	OCIF - Formula-based funding	-	145,969	-	238,347		Available: 234,347 plus interest earned estimated @ 4,000 for 2020. Use for bridge.
372	021-002	Gas Tax Deferred Revenue	-	160,977	-	220,034		Available: 217,884 plus interest earned estimated @ 2,150 for 2020. Use for bridge.
373	028-801	Parkland Deferred Revenue - Public Recreation Purposes	-	77,706	10,990	74,559		Available: 73,789 plus interest earned in 2020 estimated @ 770. Use for boat ramps.
374	Sub-total		37,790	537,827	187,560	533,245		

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
375		Transfers from Reserves for Capital Purposes	-	-	-	-		
376	029-001	Capital Asset Reserve	-	-	-	-		
377	029-001	Modernization Funding Reserve				76,625		For KCC facility investigation.
378	029-001	Friedland Subdivision Reserve	7,750	-	-	-		
383	029-001	Bridge and Culvert Reserve				347,405		Reserve balance less 270,000. To be used for bridge construction.
384	029-001	Ralph Bice Wilderness Centre Reserve	4,883	9,216	-	9,373		Reserve balance at end of 2019.
385								
387		Sub-total	12,633	9,216	-	433,403		
388		Total sources of funding - capital transactions	50,422	547,043	187,560	966,648		
389								
390		USES OF FUNDING						
391		Net Long-term Debt Repayments						
394	040-723	Principal - 2007 E-One Pumper/Tanker Loan	7,310	7,671	7,671	5,144		Per loan schedule.
395	040-724	Interest - 2007 E-One Pumper/Tanker Loan	5,884	5,523	5,523	8,050		Per loan schedule.
404	050-728	Principal - West Bay Road Bridge	12,193	12,607	12,607	13,034		Per loan schedule.
405	050-729	Interest - West Bay Road Bridge	2,764	2,350	2,350	1,923		Per loan schedule.
408		Sub-total	28,151	28,151	28,151	28,151		
409		Capital Expenditures						
410	032-800	Capital Equipment - Administration	-	-	-	76,625		KCC facility investigation.
414	032-801	Capital - Clean Water/Wastewater Fund-Firehall and Lion's Park well&septic	79,093	50,500	49,239	-		Completed in 2019.
415	032-802	Capital - Land Expr.	4,296	-	-	-		
417	040-800	Fire Dept - Capital Purchases	9,412	66,795	82,898	44,168		See itemized list.
425	044-800	Building Dept - Capital Purchases		-		-		
426	050-801	Capital - PW building and equipment	29,480	411,984	397,864	176,722		See itemized list.
427	050-802	Capital Road Construction	664,610	114,283	43,167	85,260		See itemized list.
428	050-802	Road relocation (Clam)	18,516	63,000	61,203	-		
429	050-803	Bridges & Culverts Capital	-	670,300	18,449	1,300,000		See itemized list.
431	080-800	Trail Development	-	1,000	659	-		See itemized list.
432	080-801&803	Boat Ramps & docks special projects	8,863	149,000	10,990	228,515		See itemized list.
433	080-027	Ralph Bice Committee expenditures	4,883	9,216	-	9,373		Reserve balance at end of 2019.

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
434	080-802	Parks Capital	5,110	-	-	-		
435	080-804	Lion's Park Capital	9,005	6,715	6,715	-		See itemized list.
441	080-805	Main St. Revitalization Initiative expenditures		38,426	38,668	427		See itemized list.
442	080-806	Capital - Island Lake Parking Lot				-		Intending to recoup via local improvement charge. Costs incurred will be offset by amount to be recovered in future, so will not impact budget.
443	082-800	KCC Capital	13,604	1,771	1,771	12,124		See itemized list.
445	090-051	New Development Net Expenses (Revenue)			(31,971)	40,502		2019 revenue created by transferring land value to saleable inventory. 2020 expense to relieve inventory. Any net proceeds over 2020 expenses to be transferred to reserve.
446		Sub-total	846,872	1,582,990	679,653	1,973,716		
447		Transfers to Reserves for Capital Purposes						
448	032-900	Provision for Working Capital Reserve	-	-	-	6,667		
449	032-900	Provision for Capital Asset Reserve	-	2,775	2,775	-		Re future capital acquisitions.
450	032-900	Provision for Building Reserve	50,000	100,000	100,000	150,000		
451	040-900	Fire Dept. Truck Reserves	15,000	50,000	50,000	50,000		Annual contribution towards long-term capital priorities (CRV equipment van and 1st Response vehicle.
452	040-900	To Fire - Air Bottle Fill Station Reserve				10,000		\$18,000 quote received for future upgrades to air bottle fill station
453	040-901	To Fire/ First Response Reserve	-	-	-	-		All donations received are transferred to related reserve at year-end - no rqmt to budget an amount.
454	040-900	To Fire - Air Pack Reserve				5,000		Added per budget meeting Feb 21
455	050-900	To Bridges & Culverts Reserve	172,500	100,000	444,905	-		
456	050-900	To Reserve - Public Works Equipment	-	100,000	100,000	100,000		
457	080-900	To Reserve - Trail Development				5,000		Added per budget meeting Feb 21
458	081-902	To Regatta Band Shelter Reserve (re Trillium Requirement)	800	800	800	800		\$800/yr for 13 years (2015-2027)
462		Sub-total	238,300	353,575	698,480	327,467		
463								

	A	B	J	K	M	O	Q	R
5	Account #	Description	2018 Actual	2019 Budget	2019 Projected	2020 Draft Budget	Budget Increase (Decrease) vs. 2019 Projected	Comments
464		Net Long-term Debt, Capital and Reserve Expenditures	(1,062,901)	(1,417,673)	(1,218,724)	(1,362,686)		
465								
466		Overall Budget						
467								
468	018-001	Prior Year Surplus (Deficit)	592,277	484,671	484,671	408,986		
469		Net Operating Income	955,295	933,002	1,143,039	953,700		
471		Net Capital and Reserve Expenditures	(1,062,901)	(1,417,673)	(1,218,724)	(1,362,686)		
472								
473		Net Income (Deficit) (must = 0 for balanced budget)	484,671	-	408,986	0		
474								

CHIEFS REPORT

May 11th, 2020.

Training

We have had a WebEx training for PPE and Wildfires. We also had a social distance training re Donning and Doffing of PPE all present were signed off. We are starting to prepare for appropriate practices as we can maintaining the proper social separation.

I have met with Gary and picked up the recruit sign offs required to be completed for Fire College. We will be working toward this in the next month

I am keeping Firefighters up to date on the ever changing COVID19 updates.

Fire Prevention

I have updated Hunters Bay on the restricted fire zone. I have also been educating the ratepayers to the Restricted Fire Zone, many believe this is not necessary so educating is very important. To date ratepayers seem to understand and we have had very few complaints. As usual I can be reached via firehall or email.

Equipment

Equipment is running well. Pump testing has been postponed as the company can not cross the Quebec border, as well once here there are no hotels or restaurants available.

We attended a memorial service organized by the OPP in Burks Falls.

I am attending several phone meetings re the COVID 19 through our mutual aid group, regional fire, Office of the Fire Marshall and the Chiefs Association and Parry Sound Ambulance. Armour allows me to listen in to any CEMC meetings and updates as they arise.

We have had one wellness check, a fire complaint, one fire call and one mutual aid call.

Our Chiefs meetings are web based at this time.

I am participating on many COVID 19 information calls.

Inventory has been taken on all our safety supplies. I am trying to stay current on stock of PPE and on wait lists. Gloves, Hand sanitizer and bags have been ordered. N95 masks are very scarce, likely the end of the year for supplies, these we are conserving. We have redistributed medical supplies to the other department's so all have supplies to respond to calls as required.

Bunker gear has been sized/ ordered and arrived.

I can be reached on my cell at 705 571 3761 or at the Firehall or via email.

Stay Safe

Sincerely;

Paul Schaefer

Fire Chief, Town of Kearney



Indemnification Technology®

April 23rd, 2020

Re: Disinfecting and Cleaning Expenses

Dear Fire Marque Clients,

These are unprecedented times and I sincerely hope you and your teams are doing well. Thankfully, everyone at this end is fine.

The purpose of this letter is to check in with you and remind you to include all related time and expenses related to cleaning and disinfecting your equipment after each and every incident call out.

Valid expenses may include the cost of disinfectant soaps, sanitizers, the cleaning of SCBA equipment, bunker equipment, other cleaning company invoices, etc. Essentially, the cost associated with anything that requires disinfecting and/or cleaning.

Please include any and all of the costs that you've incurred when submitting files to: submit@firemarque.com as these cleaning and disinfecting expenses are recoverable.

In a nutshell, had there been no call out, there would be no cleaning expenses.

These are very trying times for all fire departments and for your teams. We appreciate your unwavering dedication. Thank you.

Keep well and please know our thoughts are with you.

Sincerely,

Ted K. Woods, CET, CIP
President



East Office

PO Box 2018
Thornton, ON
L0L 2N0

www.firemarque.com

Toll Free: (855) 424-5991
Telephone: (705) 424-5991
Email: submit@firemarque.com

West Office

2050-11300 Tuscany Blvd. NW
PO Box 27148 Tuscany
Calgary, AB T3L 2V0

THE CORPORATION OF THE

BY-LAW No.

**BEING A BY-LAW TO AUTHORIZE
COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC
RESPONSE**

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the "Municipal Act"), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the _____ deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE the Council of the _____ hereby enacts as follows:

1. In this By-Law:

- a. "Council" means Council of the Municipality;
- b. "Fire Department" means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
- c. "Fire Department Specific Response Fees" means *cost recovery* fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage;
- d. "Indemnification Technology®" shall mean Fire Department incident reporting, data collection and property insurance policy wording

interpretation to maximize billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils;

- e. "Municipality" means the Corporation of the _____ ;
 - f. "Owner" means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;
 - g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
 3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law in accordance with the Schedule of Fees, attached hereto and forming part of this By-Law.
 4. The Municipality may use Indemnification Technology® to assess applicable insurance coverage for Fire Department Specific Response Fees.
 5. Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality and may be added to the tax roll of the Property to which the Fire Department Specific Response Fees relate.
 6. Where the Municipality believes and/or Indemnification Technology® indicates Fire Department Specific Response Fees are applicable but the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.
 7. In this By-Law, words importing the neuter gender shall include the feminine gender and masculine gender and vice versa and words importing the singular shall include the plural where the context requires.

8. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
DAY OF _____, 2019**

THE CORPORATION OF THE

, Mayor

, Clerk

SCHEDULE OF FEES

1. Fire Department Specific Response Fees

The Fire Department Specific Response Fees shall be the total of:

- a. **Current MTO rate per unit per hour or portion thereof for each unit*
- b. *rate per person per hour or portion thereof for each firefighter*
- c. *other costs including but not limited to; Foam, Metered Water, Air Tank Re-filling, Cleaning Equipment, DSPA or similar type units, cost to replace damaged or destroyed equipment, specialized response costs such as Water Bomber Drops*

*The MTO rate per unit per hour is set by the Ministry of Transportation. This rate is adjusted periodically in accordance with the consumer price index.

Such fees shall be charged and calculated on the basis of each Fire Department vehicle attending, resources consumed in attendance to the property incident. The time shall be measured from the time of departure of each unit from the Fire Department's facilities to the time the unit is cleared for the next call out.

THE CORPORATION OF THE TOWN OF KEARNEY

STAFF REPORT

TO: Mayor and Council
FROM: Cindy Filmore
SUBJECT: Surplus Equipment - Stoves ADDENDUM
DATE: May 15, 2020

Recommendation:

WHEREAS Staff were directed to sell by tender the surplus propane stoves;

AND WHEREAS tenders were received for the May 8 closing date, with two bids received

NOW THEREFORE BE IT RESOLVED that Council accepts the tenders received and awards the tenders as follows:

1. Garland Commercial Propane Range to: _____
2. Kenmore Household Stove to: _____

Background

During upgrades to the equipment of the Kearney Community Centre, the propane stoves of both the gym kitchen and the Senior's kitchen were replaced. This rendered the previous stoves as surplus equipment, and in keeping with procedures, these items were put up for sale by Tender, with minimum tender amounts set at \$1000 for the Garland Commercial Propane Range and \$250 for the Kenmore Household Stove. This final round of tenders for the stoves ended May 8th, with two bids being received.

Considerations

The two tenders received were as follows:

Tender A - Garland Commercial Propane Range: **\$1500**, Kenmore Household Stove: **\$300**
Offered by Taryn Talsma

Tender B - Garland Commercial Propane Range: **\$400**, Kenmore Household Stove: **\$275**
Offered by Mike Sims

Respectfully submitted by:

Cindy Filmore



April 21, 2020

To: Municipalities of Ontario – by email

Re: A Resolution to Request the Province of Ontario Review the Farm Property Class Tax Rate Programme in Light of Economic Competitiveness Concerns between Rural and Urban Municipalities

Please be advised that at its March 10, 2020 meeting, the Council of the Township of Mapleton carried the following Resolution 2020-04-14:

WHEREAS the Province of Ontario implemented changes to property assessment and introduced taxation reform which came into effect in 1998;
AND WHEREAS prior to 1998 farm properties were subject to taxation at the base residential tax rate and qualified farmers applied annually to the province to be reimbursed 75% of the farm portion of the taxes paid to the local municipality;
AND WHEREAS the province changed the method of delivering farmer's rebates by creating the Farm Property Class Tax Rate Programme under the jurisdiction of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA);
AND WHEREAS rather than apply annually and wait for property tax rebates, the delivery of the programme shifted to local municipal governments and onto the property tax system;
AND WHEREAS eligible farmland assessment values are now locally subsidized by 75% of their full current value assessment (CVA) to produce a lower weighted assessment base which is used for tax rate setting purposes;
AND WHEREAS the effect of the locally subsidized weighted assessment shifts an increased burden of tax onto all other property classes within the municipality;
AND WHEREAS these taxation reforms were originally supposed to be revenue neutral and offset by funding from the Ontario Municipal Partnership Fund (OMPF) and its predecessor the Community Reinvestment Fund (CRF);
AND WHEREAS the province has been reducing support from the Ontario Municipal Partnership Fund while the cost of the farm tax rebate programme is continuously increasing;
AND WHEREAS an economically competitive agricultural industry provides affordable food and agricultural products to all Ontarians and is a provincial objective that should be cost shared amongst all of its citizens;
AND WHEREAS the cost of this programme disproportionately falls upon property taxpayers in rural municipalities;
AND WHEREAS higher property taxes in rural municipalities is creating economic competitiveness issues between rural and urban municipalities;

(over for page two)



Page 2 of 2, Mapleton Resolution
Re: Prov. Review of Farm Property Class Tax Rate Programme

AND WHEREAS the province hasn't undertaken a review of this programme since it was implemented in 1998;

NOW THEREFORE the Council of the Township of Mapleton requests that:

1. The Province of Ontario undertake a review of the Farm Property Tax Class Rate Programme to determine:
 - a. The appropriateness of the cost of the Farm Property Tax Class Rate Programme falling disproportionately amongst rural residential and business property owners when the benefit of an economically competitive agricultural industry and affordable food and agricultural products is a provincial objective that should be shared amongst all taxpayers in Ontario;
 - b. The adequacy of funding being provided to rural municipalities to offset the cost of the Farm Property Tax Class Rate Programme;
 - c. The differences between the amount of property taxes paid in rural and urban municipalities and the root causes of those differences;
 - d. Economic competitiveness concerns with disproportionately higher average property taxes being paid in rural municipalities;
 - e. Other methods of delivering the farm tax rebate programme to farmland owners where the cost can be shared province-wide.

AND BE IT FURTHER RESOLVED THAT this motion be sent to Hon. Doug Ford, Premier of Ontario, Hon. Steve Clark, Minister of Municipal Affairs and Housing, Hon. Rod Phillips, Minister of Finance, Hon. Ernie Hardeman, Minister of Agriculture, Food & Rural Affairs, MPP Randy Pettapiece, Hon. Ted Arnott, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA) and Association of Municipalities of Ontario (AMO).

Attached you will find the County of Wellington Committee Report dated January 16, 2020 regarding the 'Farm Property Class Tax Rate Programme' for review and consideration.

Should you have any questions or concerns, please contact the undersigned.

Sincerely

Larry Wheeler
Deputy Clerk

Attach. (1)



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Administration, Finance and Human Resources Committee
From: Ken DeHart, County Treasurer
Date: Thursday, January 16, 2020
Subject: Farm Property Class Tax Rate Programme

Background:

The Province of Ontario implemented changes to property assessment and introduced taxation reform which came into effect in 1998. Prior to this, farm properties were subject to taxation at the base residential tax rate and farmers applied annually to the Minister of Finance to be reimbursed 75% of the farm portion of taxes paid to the local municipality.

As part of assessment reform, the Province changed the method of delivering farmer's rebates by creating the Farm Property Class Tax Rate Programme under the jurisdiction of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA). Under the new programme, rather than apply annually and wait for property tax rebates, delivery of the programme shifted to local municipal governments and onto the property tax system. Eligible farmland assessment values are now discounted by -75% of their full current value assessment (CVA) to produce a lower weighted assessment base which is used for tax rate setting purposes. With residential tax rates being the benchmark ratio of 1.0, farmlands have been set in legislation to have a 0.25 ratio or lower. The effect of the discounted weighted assessment shifts an increased burden of tax onto all other property classes in the County by way of increasing the benchmark tax rate. Doing so has a pronounced effect on the residential sector which comprises 78% of the County's levy base. By comparison, farmland taxes comprise 7% of the total levy base.

	2019 CVA	% raw CVA	WTD CVA	% Wtd CVA	2019 Levy	% of Levy
Residential	12,584,607,345	68.02%	12,584,474,157	77.91%	77,709,877	77.91%
Multi Residential	86,932,592	0.47%	165,171,925	1.02%	1,019,946	1.02%
Farmland	4,499,862,369	24.32%	1,124,965,592	6.96%	6,946,730	6.96%
Commercial	863,761,038	4.67%	1,287,867,708	7.97%	7,952,660	7.97%
Industrial	368,081,028	1.99%	882,959,280	5.47%	5,452,326	5.47%
Pipeline	41,303,954	0.22%	92,933,897	0.58%	573,872	0.58%
Managed Forest	55,959,714	0.30%	13,989,929	0.09%	86,389	0.09%
County Total	18,500,508,040	100.00%	16,152,362,486	100.00%	99,741,800	100.00%

Challenges facing Rural Municipalities

Shifting of farmland discounted assessment onto residential taxpayers is specific to rural municipalities. Schedule A shows the difference between raw (unweighted) assessment roll values and resulting weighted assessment in Wellington County as compared to a typical urban municipality. In 2019 the residential tax class comprised 68.02% of Wellington County's assessment base, but the residential class pays 77.91% of property taxes once tax ratios are factored in. The farmland ratio of 0.25 has the effect of increasing the residential tax burden by approximately 10% across the County.

Conversely, in an urban municipality with very little farm tax class, the residential assessment base of 78.50% is reduced to 66.27% of total weighted assessment used for tax rate setting purposes. A reduction of more than 12% off the residential tax burden. This causes Wellington County economic competitiveness issues for the County's southern municipalities that border a number of urban municipal centres. Tax policy treatment greatly favours urban municipalities in Ontario.

Since the cost of providing the Farm Property Class Tax Rate Programme was downloaded by the province in 1998; provincial funds have been allocated annually to rural municipalities to offset the tax loss. This was supposed to be a revenue neutral allocation. However, each year transfer amounts from the Ontario Municipal Partnership Fund (OMPF) continue to decline. The Table below shows that a total tax levy of \$34,669,691 was necessary in order to provide the farmland tax incentive rebate benefiting 5,807 farm property owners in Wellington. The OMPF allocation county-wide in 2019 was \$7,065,800 leaving a shortfall of more than \$27 million in levy which is shifted onto every other property owner in Wellington County. This translates to \$754 per property in the County or 15.7% of total taxes for the typical homeowner. This is a significant amount of additional property tax burden that our residents continue to bear annually and which are subject to increase depending on market value of farmlands.

In essence, County residents are providing the -75% rebate instead of the Province for the Farm Property Class Tax Rate Programme, creating significant financial hardship amongst our ratepayers and limiting the County's economic competitiveness with neighbouring jurisdictions.

**WELLINGTON COUNTY - 2019 FARMLAND PROPERTIES
OMPF FUNDING TO MITIGATE COST OF FARM PROPERTY CLASS TAX REBATE**

Municipality	Municipal Rebates	Municipal OMPF Grant	Municipal Levy Impact	County Rebate* Distribution	Total Additional Levy Required
Puslinch	\$ 232,040	\$ 415,700	\$ (183,660)	\$ 2,846,353	\$ 2,662,693
Guelph/Eramosa	\$ 1,137,235	\$ 490,300	\$ 646,935	\$ 3,120,713	\$ 3,767,649
Erin	\$ 890,468	\$ 593,300	\$ 297,168	\$ 2,852,697	\$ 3,149,866
Centre Wellington	\$ 1,987,127	\$ 319,600	\$ 1,667,527	\$ 5,553,231	\$ 7,220,758
Mapleton	\$ 5,235,570	\$ 837,400	\$ 4,398,170	\$ 1,961,338	\$ 6,359,507
Minto	\$ 1,446,483	\$ 1,604,600	\$ (158,117)	\$ 1,153,001	\$ 994,884
Wellington North	\$ 2,900,554	\$ 1,296,800	\$ 1,603,754	\$ 1,844,780	\$ 3,448,534
Wellington County	\$ 20,840,213	\$ 1,508,100	\$ 19,332,113		
Total	\$ 34,669,691	\$ 7,065,800	\$ 27,603,891	\$ 19,332,113	\$ 27,603,891

Additional levy required to provide farm rebate after OMPF grant				
Total Properties **	36,607		Tax per property	\$754
Less # of Farms	5,807			
	30,800		Excluding farms	\$896
Population	97,610		Tax per resident	\$283

* County farm rebate distribution based on local municipal levy % share

** excludes special/exempt properties

Farm Application Deadline Requirements

Another challenge faced by rural municipalities is how the farm application and deadline requirements are administered by OMAFRA (now by AgriCorp). In any given year, many farm owners do not submit their applications within the specified deadline. The result is that many bona fide farm properties end up 'flipping' out of the discounted farm class and into the full residential tax class upon the next roll return. The assessment of these farm values are no longer discounted when calculating total weighted assessment, which is used for tax rate setting purposes.

This creates two distinct ongoing problems for rural municipalities. One is that the benchmark residential tax rate is lower than it otherwise would be; and two, upon approval of the late applications by OMAFRA, municipalities must refund the -75% difference in farm taxes retroactive to January of the current or sometimes even the preceding taxation year. There is no administrative or monetary penalty for late applications. Each year Wellington County finds approximately \$20,000,000 of farmland valuation excluded from the farmland discount programme due to late applications.

This year staff identified a major anomaly with farmland assessment loss of close to \$90,000,000. Upon enquiry, it was reasoned that the extremely high change in farm CVA was due to administrative changes as programme delivery shifted from OMAFRA to AgriCorp. County staff expect that most of the outstanding farm applications will be approved and revert back to the farm tax rate during 2020. Staff have included an additional \$300,000 in estimated property tax write-offs into the 2020 budget to set aside additional funds in preparation for the County's share of potential write-offs as tabled below:

2019 FARMLAND CVA CHANGE OVER TO RESIDENTIAL RT CLASS

(Between September 25 in-year growth and final November 2019 growth)

Possible write-off amounts IF all properties revert back to AGRICORP approved FTIP

	PUSLINCH	GET	ERIN	CTR WELL	MPLTN	MINTO	WN	COUNTY
Est Prop Count	-20	-24	-26	-18	-22	-19	-28	-157
Farm CVA Loss	8,500,000	17,500,000	13,000,000	10,000,000	19,000,000	5,000,000	16,500,000	89,500,000
Res Tax Rate	0.00167135	0.00260652	0.00295749	0.00321969	0.00476387	0.00544891	0.00481749	0.00617506
Res Taxes	14,206	45,614	38,447	32,197	90,514	27,245	79,489	552,668
Farm Tax Rate	0.00041784	0.00065163	0.00073938	0.00080492	0.00119097	0.00136223	0.00120437	0.00154376
Farm Taxes	3,552	11,404	9,612	8,049	22,628	6,811	19,872	138,167
Potential w/o *	(\$10,655)	(\$34,211)	(\$28,835)	(\$24,148)	(\$67,885)	(\$20,433)	(\$59,616)	(\$414,501)
								<u>Grand Total*</u> (\$660,285)

* excludes Education Tax Component

Farmland Property Assessment Valuation

The Municipal Property Assessment Corporation (MPAC) is responsible for placing current market value assessment (CVA) on all properties in Ontario. The most recent province-wide reassessment updating the base year to January 1, 2016 was returned for the 2017 tax year. As mandated by the Province, any assessment increases are phased-in over a 4-year cycle. MPAC reported the average farmland increase province-wide was 64% and residential CVA increased by 18%. By comparison, Wellington County CVA has increased by 68% and 13% respectively.

In the 2016 Assessment Update Summary, MPAC reports they have strengthened the accuracy and equity of farm valuations by improved sales verification processes of bona fide farmer-to-farmer sales along with undertaking a comprehensive review of vacant farmland sales as far back as January 2008. They report that upward trends continue to increase provincially as demand for farmland outweighs the supply and non-agricultural buyers continue to purchase farmlands creating competition. Agri-Food Canada reported the net worth of an average farm was expected to reach \$2.8 million in 2017.

Staff conducted a preliminary review of open market farm sales in Wellington County during 2018 and 2019. The data reveals that the current 2016 base year CVA of farm properties sold continue to be under-assessed by 27.43%. Sale prices ranged from \$26,000 to \$4,200,000.

Wellington County	2019 Farm Sales	2018 Farm Sales	Total Sales
Number of valid farm sales	97	108	205
Total CVA of farm sales	90,515,500	89,366,400	179,881,900
Combined sale prices	130,333,790	117,533,356	247,867,146
Difference sales to assessment	39,818,290	28,166,956	67,985,246
As a percentage	30.55%	23.97%	27.43%

* source MPAC Municipal Connect

Assessment Act Considerations

Current value assessment is defined as “the amount of money the fee simple, if unencumbered, would realize if sold at arm’s length by a willing seller to a willing buyer.” For farm properties, the province has clearly indicated that farm properties are to be treated different from the concept of current value. Section 19(5) of the Assessment Act requires that current value of the land and buildings should only be used when sales are for farm-purposes only and reflect the productivity of the land for farming purposes.

MPAC assessment methods must only consider farmer-to-farmer sales. In this case, the Assessment Act requires MPAC to exclude any sales to persons whose principal occupation is other than farming. This has the effect of excluding any other type of buyer and highest and best-use considerations from current value assessment.

From a land productivity perspective, land classes are adjusted for their productivity. For example, Class 1 farmlands are the most productive for crops, while on the other end of the scale, Class 6 is for swamp and scrublands that are the least productive. Lands in Wellington County and in particular, the southern portion of the County sell for far more per acre than what farms are assessed at for farm purposes. Analysis undertaken with regard to current assessment appeals shows that the best lands (Class 1) are currently being assessed in the \$14,000 to \$16,000 per acre range for farms. Sales of larger land holdings are selling in the range of \$20,000 to \$25,000 per acre range.

The intent of Section 19(5) of the Assessment Act is to limit and protect farm property from current value considerations outside of farming. This means that generally speaking, farms are naturally under-assessed from general market considerations – providing favourable assessments to the farming community in comparison to true market value.

Other Assessment Considerations

- Farm owners who reside on the property do pay a residential tax component for their home plus one acre of land at the farmland rate. However, the valuation is based on a replacement cost method that produces a much lower value (\$223,125) than non-farm residences (\$424,187) as shown here on the average (County) property value and tax comparison.

Average 2019 Farm and Residential Value and Taxes

2019 farm house CVA	223,125	2019 Average Residential Property CVA	\$424,187
2019 Farmland CVA	901,900		
Average 2019 total farm CVA	\$1,125,025		
2019 farm house taxes	\$2,526		
2019 farmland taxes	\$2,553		
2019 total farm taxes	\$5,079	2019 Average residential taxes	\$4,803

- As seen above, while the average farm value is assessed at over 2.6x the value of the average residential property, overall taxes are comparable.
- According to MPAC's 2019 Market Change Profile report, of the 6,465 properties classified as farms, 1,892 are owned and/or occupied by non-farmers. Although the property owners are not engaged in farm activity or business, their properties are valued as if they are. These non-farmers benefit from lower residential structure values and lower land values, which translate to lower taxes simply by nature of leasing their land to a bona fide local farmer. This treatment can be perceived as rather unfair to typical residential property owners in Wellington County.
- Many owners of farmland also enjoy other property tax discounts if they are eligible to enter into either the Managed Forest Tax Incentive Programme (0.25 ratio) or the Conservation Land Programme which is fully exempt from property taxes.
- In order to receive the farm class tax discount, the owner must have a Farm License and be in the business of farming. Municipal taxes paid are then able to be written off as a business expense on annual income tax returns. Whereas residential property owners are not able to do so.

Impacts of Assessment Increases on the Farming Community

Being predominantly a rural community with strong roots planted in farm trades, Wellington County farmers observed significant increases in their farmland valuation. It is acknowledged that farmland values have increased significantly in the County of Wellington. In the 2012 base year valuation, farmland made up 19.8% of the County's assessment base and 5.4% of the taxable assessment base. For the 2016 base year valuation, farmland now makes up 25.1% of the Wellington County assessment base and 7.2% of the taxable assessment base.

Recently, groups such as the Christian Farmers Federation of Ontario (see correspondence received on this agenda) and the Ontario Federation of Agriculture began approaching local Councils to lower the farmland ratio below 0.25 in order to help offset property tax increases. Their efforts have been successful in some municipalities. Schedule B lists the municipalities that have implemented farmland ratio reductions in Ontario as reported to BMA Consultants in the 2019 Municipal Study Report.

When reviewing the list of municipalities on Schedule B, the majority of those municipalities have very little farmland valuation. Many of the urban municipalities that have granted farm ratio reductions have a much higher commercial and industrial base and farmland makes up a much lower percentage of their assessment base than Wellington County.

Many of the other Counties and rural municipalities that have granted ratio reductions (Brant, Chatham-Kent, Dufferin, Grey, Lambton and Oxford) are located further away from the GTA. These municipalities generally have lower residential assessment values and are not competing with GTA municipalities for business to the same extent as Wellington County.

Property Taxes as a Percentage of Income

- OMAFRA reported that in 2018, Wellington County farmers generated \$804,000,000 of revenue at the farm gate. The table below shows farm property taxes as a percentage of farm income to be 1.49%. Average household income in Wellington County for the same period was \$118,474. Average property tax as a percentage of residential income was significantly higher at 4.02%.

<u>Average Farm and Residential Assessment and Taxation</u>	<u>2018</u>
County average residential value	409,368
Total average property taxes *	4,764
Average income	118,474
Portion of residential income devoted to property taxes	4.02%
Total farm taxes paid in Wellington County *	11,971,488
County farmers income **	804,000,000
Portion of farm income devoted to property taxes	1.49%

* total taxes include County, local and Education

Closing Comments

Farmland values have been increasing significantly in the County of Wellington, much like other areas of the province. However, there does not appear to be an imbalance in the level of property tax burden shared by the local farming community in comparison to the average residential taxpayer in Wellington County. Under current legislation, farmland benefits from favourable property tax and assessment treatment.

The County's current assessment base cannot bear a further shift from farmland taxes onto other property types and maintain its economic competitiveness. Wellington County does not have a comparable commercial and industrial assessment base to neighbouring urban municipalities that would support such a shift without significantly burdening our residential and business class owners. Provincial grants such as the Ontario Municipal Partnership Fund, which were originally setup to compensate rural municipalities for the loss in farm taxes has been declining, leaving Wellington County taxpayers to support the industry without adequate province-wide cost sharing.

Wellington County is supportive of its local farming community. We recognize the importance of the agricultural industry on the County and in the Province of Ontario. Wellington supports the farming communities' interests in remaining economically competitive. The County is supportive of returning

the responsibility of funding the farm property class tax rebate programme back to the Province where it could be shared province-wide. Residents in urban municipalities, while retaining the benefits of cheap food and agricultural products, are not contributing financially to the economic competitiveness of the industry.

Recommendation:

That the Farm Property Class Tax Rate Programme report be received for information; and

That Wellington County support agricultural industry efforts in lobbying the Province to provide adequate funding to rural municipalities; and

That County Council pass a resolution in support of returning the responsibility of administering the Farm Property Class Tax Rate Programme back to the Province.

Respectfully submitted,

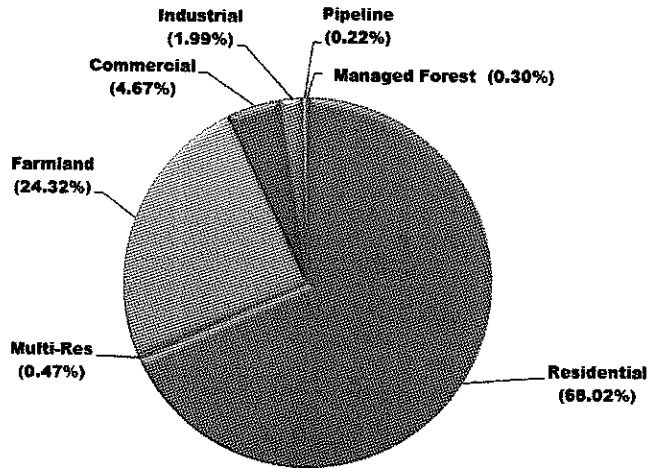


Ken DeHart, CPA, CGA
County Treasurer

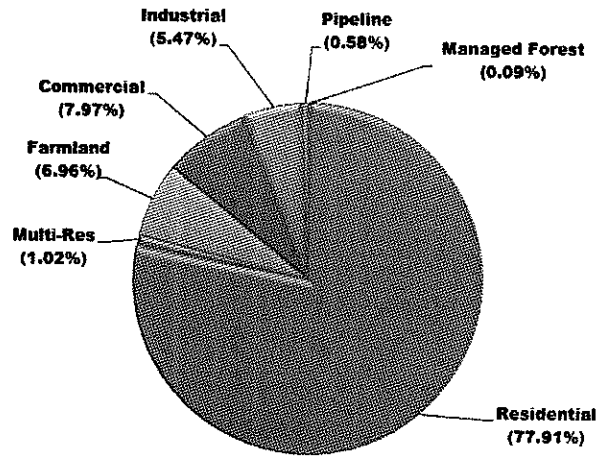
SCHEDULE A

Farm Property Class Tax Rate Programme

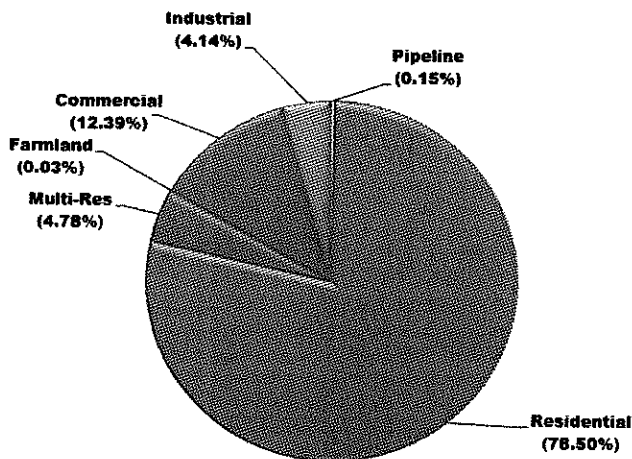
Unweighted Assessment by Property Tax Class 2019
(Share of Property Value - Wellington - Rural)



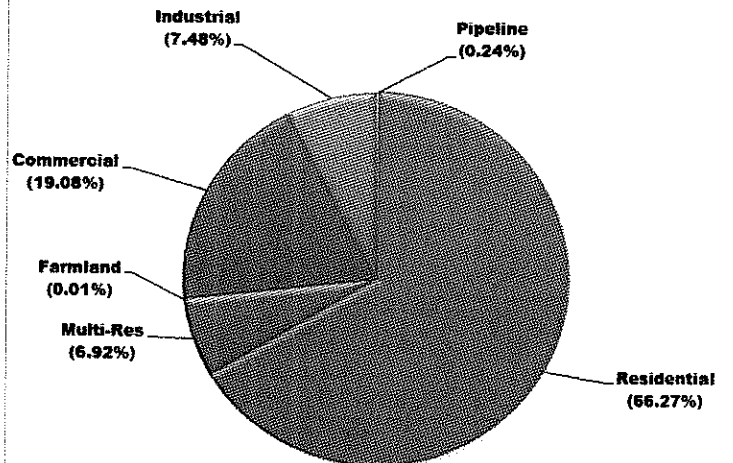
Weighted Assessment by Property Tax Class 2019
(Share of Property Taxes - Wellington - Rural)



Unweighted Assessment by Property Tax Class 2019
(Share of Property Value - Urban)



Weighted Assessment by Property Tax Class 2019
(Share of Property Taxes - Urban)



SCHEDULE B

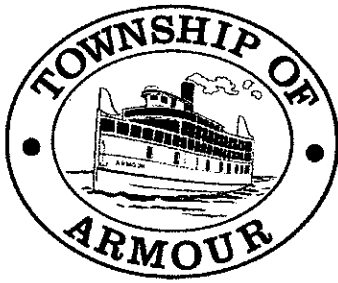
Farm Property Class Tax Rate Programme

Municipalities with Farmland Ratio Reductions Implemented - 2019

Municipality *	Ratio	Farmland CVA **
Brant County	0.2400	1,319,886,818
Caledon	0.1708	998,099,123
Chathan-Kent	0.2200	5,281,633,220
Dufferin County	0.2300	1,174,945,084
Durham Region	0.2000	2,416,491,305
Greater Sudbury	0.2000	30,618,833
Grey County	0.2400	2,659,127,624
Halton Region	0.2000	971,078,709
Hamilton	0.1767	1,390,781,027
Kingston	0.2125	81,575,403
Lambton County	0.2260	4,794,630,528
London	0.1028	425,488,846
North Bay	0.1500	605,465
Ottawa	0.2000	1,561,813,865
Oxford County	0.2350	5,665,102,027
Prince Edward County	0.2319	401,646,726
Sarnia	0.2260	181,579,114
<hr/>		
Average Ratio & CVA	0.2036	1,726,770,807
<hr/>		
Wellington County	0.2500	4,464,961,956

* 2019 BMA Study Report - participating municipalities

** from MPAC Provincial Market Change Profile Report



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: info@armourtownship.ca
Website: www.armourtownship.ca

April 29, 2020

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

Re: Support Resolution - High Speed Internet Connectivity in Rural Ontario

At its meeting held on April 28, 2020, the Council of the Township of Armour passed Resolution #6 supporting our Councillor Rod Ward's letter regarding the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario.

A copy of Council's Resolution #6 dated April 28, 2020 and Councillor Ward's letter is attached for your consideration.

Sincerely,

Charlene Watt
Deputy Clerk

Cc: MPP Norm Miller, MP Scott Aitchison and Ontario Municipalities

Enclosures



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: April 28, 2020

Motion # 6.

That the Council of the Township of Armour supports the letter, dated April 15, 2020 from Councillor Rod Ward, on the need to make substantial investments in high-speed internet connectivity in rural areas. Furthermore, that this resolution and the letter be circulated to Scott Aitchison, MP for Parry Sound-Muskoka, Norm Miller, MPP for Parry Sound-Muskoka and all Ontario municipalities requesting their support.

Moved by:

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input checked="" type="checkbox"/>
MacPhail, Bob	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Seconded by:

Blakelock, Rod	<input checked="" type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>
MacPhail, Bob	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated

Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 MacPhail, Bob
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
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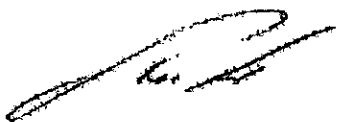
April 15, 2020

To whom it may concern,

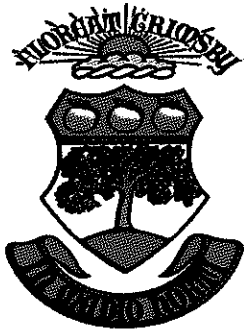
The COVID-19 pandemic in Ontario has highlighted both our positive responses to a crisis, and some definite shortcomings in infrastructure, systems and services which need to be addressed on a long-term basis. Setting priority on solving these issues will be a challenge, given the differing agendas and the strained budgets. Solving fundamental issues should focus on the most basic needs as a starting point. One of the clear needs in a rural community such as the Almaguin Highlands, highlighted further by recent events, is the need for proper high-speed internet connectivity. Healthcare and education are both going down a path where appropriate connectivity is assumed. Like many models that move outward from metropolitan areas, this assumption is lost on rural areas. For the vast majority of households in our community, true high-speed connectivity simply does not exist. For the vast majority of future strategies in healthcare and education, there is an assumption that it does exist.

Even in areas in the Almaguin Highlands which have 'high-speed' internet, the overall infrastructure is still limited. It is certainly not designed to deal with a sudden huge peak in demand. Whereas the capacity in large urban centres is built to handle the added throughput, there are clear limitations here. The best way to explain it is a comparison to hydro. Imagine if everyone went home at the same time and turned their lights on, but because there wasn't enough hydro capacity overall, all lights were 50% dimmer than normal and some appliances simply didn't work. We no longer have to imagine what happens with internet speed during peak usage. Suddenly during the COVID pandemic, people are working from home who have never worked from home. Kids are trying to do courses on-line. People who are not working are turning on-line to stay connected. Video-conferencing, which was a totally foreign concept to many, is now part of daily routine. Any idea how much internet bandwidth video uses? It's no wonder we hit a wall.

The future of healthcare sees patients being monitored and cared for in their own homes, through the use of technology. The future of education sees students doing much of their learning on-line. The future of business and commerce sees the ability to function outside the 'bricks and mortar' of an office location. Malls disappear and on-line shopping is the norm. For some, that future has already arrived. Our area has already been drastically affected by cutbacks in the area of healthcare and education through gradual decreases in budgets and services. Technology offers us the ability to level the playing field to a great extent. High-speed connectivity cannot be seen as a luxury or a nice-to-have, any more than hydro should be seen that way. In order to solve some other problems (i.e. skyrocketing budgets in healthcare and education) the wise investment is in providing connectivity for every resident in the province.



Rod Ward
Councillor
Armour Township



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

Office of the Town Clerk
160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3
Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010
Email: skim@grimsby.ca

May 6, 2020

SENT VIA EMAIL

The Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2

The Honourable William Francis Morneau
Minister of Finance
90 Elgin Street
Ottawa, ON K1A 0G5

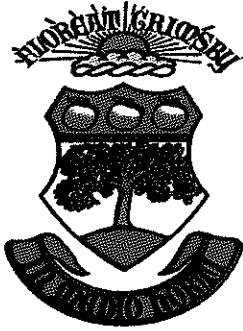
The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Prime Minister Trudeau, Minister of Finance Morneau and Premier Ford:

Re: Support for Commercial Rent Assistance Program

At its meeting of May 4, 2020, the Town of Grimsby Council passed the following resolution:

*Moved by Councillor Ritchie; Seconded by Councillor Vaine;
Whereas these are unprecedented times that have not been seen in generations;
and,
Whereas on April 16, 2020 the Canadian Federal Government announced a new
program called the Canada Emergency Commercial Rent Assistance; and,
Whereas this program is to be developed in unison with the Provincial and
Territorial counterparts; and,*



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

Office of the Town Clerk
160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3
Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010
Email: skim@grimsby.ca

*Whereas this program is to provide relief to small business (in Grimsby and throughout Canada) with their rent for the months of April, May, and June; and,
Whereas many Provincial programs have been announced to date but have generally aimed at the residential, rather than the commercial, rent markets; and,
Whereas many small businesses in the Town of Grimsby have been affected financially due to COVID-19, thus making rent payments difficult;*

Therefore be it resolved that the Town of Grimsby endorse this program whole heartedly, and request the Federal Government of Canada to work with its Provincial and Territorial Partners to expedite this program and offer this program as soon as possible; and,

Be it further resolved that the Town of Grimsby ask the Federal Government, and Provincial and Territorial Partners look at the possibility of extending this program if the impacts of COVID-19 continue past the month of June; and,

Be it further resolved that the Town of Grimsby ask the Federal Government and its Provincial, and Territorial Partners to make this program 100 percent forgiving to the small businesses effected; and,

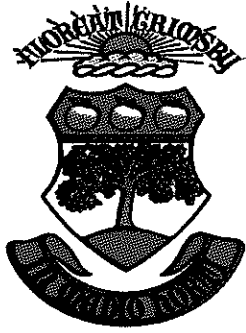
Be it further resolved that this motion be distributed to the Right Honourable Prime Minister of Canada, the Honourable Minister of Finance, the Honourable Premier of Ontario, and all municipalities in Ontario

Regards,

Sarah Kim
Town Clerk

SK/dk

Cc: Ontario Municipalities



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

Office of the Town Clerk

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