



AGENDA

REGULAR COUNCIL MEETING
Council Chambers
Friday, October 30th, 2020 – 1:00 p.m.

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

1. **Call the Meeting to Order**
Moment of Silence to honour the memory of Robert Burke and Richard Reeds.
2. **Approval of Agenda**
3. **Declaration of Pecuniary Interest and the General Nature Thereof**
4. **Delegations/Presentations**
 - (a) **Delegations** - Nil
 - (b) **Presentations** - Nil
5. **Minutes**
 - (a) **Adoption of Minutes**
 - (i) **Special Meeting**, [Draft Minutes – October 9th, 2020](#)
 - (ii) **Regular Meeting**, [Draft Minutes – October 9th, 2020](#)
 - (iii) **Special Meeting**, [Draft Minutes - October 23rd, 2020](#)
 - (b) **Receive Committee Minutes** - Nil
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-02-20 \(PRATT\)](#)
 - (b) **By-law No. 2020-xx re:** [To amend Zoning By-law No. 2002-28, as amended RZ-02-20 \(PRATT\)](#)
8. **Public Meetings (Pursuant to the *Municipal Act*)** - Nil
9. **Unfinished Business** - Nil
10. **Reports and By-laws**
 - (a) **Building**
 - (i) By-law # 2020-xx re: To Authorize the Signing of an amended agreement with the Centre for Geographical Information Systems (CGIS) to add “Chief Building Official Module”.
 - (b) **Planning**
 - (i) **Report and Resolution re:** [Consent Application B-022/20 \(TYTLER\)](#)
 - (ii) **Report and Resolution re:** [Exchange of Property \(CANNING\)](#)
 - (iii) **By-law No. 2020-xx re:** [By-law Acquisition \(CANNING\)](#)
 - (c) **Operations**
 - (i) **Transfer Station Report** – [for the period October 2, 2020 to October 20, 2020](#)
 - (ii) **Report and Resolution re:** Junction of Hwy 518 and Forestry Tower Road
 - (iii) **Discussion re:** Temporary Garbage Collection
 - (d) **Administration**

- (i) **By-law No. 2020-xx re:** [Agreement between the Town of Kearney and the Northern Ontario Heritage Fund Corporation](#)
- (ii) **By-law No. 2020-xx re:** [Contract renewal with Parry Sound Ambulance Communication Service](#)
- (iii) **Report and Resolution re:** [Polling Station](#)

(e) Treasury

- (i) **Report and Resolution re:** [Payment Register](#)
- (ii) **Report re:** [2020 Revenue and Expenditure Review - January to September 2020](#)
- (iii) **Resolution re:** Safe Restart Funding

(f) Fire and Emergency Services

- (i) **Report re:** [Fire Chief, Fire Department Report for Regular Council Meeting on October 30, 2020](#)
- (ii) **Report re:** [New Fire Fighter](#)

(g) Facilities and Buildings - Nil

(h) Council Presentations

- (i) **Mayor Ballantyne discussion re:** Public Access to Town Office; Lions Park Ice Rink
- (ii) **Deputy Mayor Ziraldo re:** A Visit from Santa
- (iii) **Councillor Philip re:** Draft Council Minutes

11. Correspondence

(a) Action Items

- (i) **Meg Stoyan re:** [Lions Club Outdoor Rink](#)
- (ii) **Township of Asphodel-Norwood re:** [Cannabis Production](#)
- (iii) **Township of Machar re:** Drive Test Centre in Sundridge

(b) Information Items

- (i) **District of Parry Sound Social Services Administration Board re:** [Report - October 2020](#)
- (ii) **Kearney Watershed Environmental Foundation re:** [October Newsletter](#)

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 or local board (x 3)
- (b) labour relations or employee negotiations (x2)

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 Special Meeting held on October 23rd, 2020; at its Special Meeting held on October 30th, 2020; and at its Regular Meeting held on October 30th, 2020.

16. Adjournment



The Corporation of the Town of Kearney

8 Main Street Box 38 Kearney ON P0A 1M0

MINUTES

SPECIAL COUNCIL MEETING

Council Chambers

Friday, October 9th, 2020

9:00 a.m.

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip; Liz Stermsek; and Paul Ziraldo

Staff Present: Brenda J. Fraser, Clerk Administrator
Keven Beaucage, Deputy Clerk, Deputy Treasurer

Regrets: Councillor Mike Rickward

1. Call the Meeting to Order

Res. No. 1/09/10/2020 Liz Stermsek, Paul Ziraldo

BE IT RESOLVED that the Special Council meeting of the Corporation of the Town of Kearney on October 9th, 2020 be declared open and called to order at 9:04 a.m.

CARRIED

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

3. Harold Elston, Integrity Commissioner, Presentation re: The Structure and Principles of Effective Municipal Government

Following a brief outline of his background and experience, Mr. Elston, in conjunction with his power point presentation, provided information regarding Municipal governance in Ontario.

4. Closed Session

Council will enter into a Closed Session for discussion regarding:

(a) Educational or training session

Res. No. 4(a)/09/10/2020 Liz Stermsek, Paul Ziraldo

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 11:00 a.m. for discussion regarding:

(a) Educational or training session

CARRIED

Res. No. 4(b)/09/10/2020 Paul Ziraldo, Liz Stermsek

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 11:35 a.m.

CARRIED

5. Adjournment

Res. No. 5/09/10/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Special Meeting of the Corporation of the Town of Kearney adjourn at 11:37 a.m. to meet again at 1:00 p.m. on October 9th, 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

REGULAR COUNCIL MEETING

Council Chambers

Friday, October 9th, 2020

1:00 p.m.

Council Members Present: Mayor Carol Ballantyne
Councillors: Cheryl Philip, 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
Paul Schaefer, Fire Chief

Regrets: Councillor Mike Rickward

1. **Call the Meeting to Order**

Res. No. 1/09/10/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney on October 9th, 2020 be declared open and called to order at 1:00 p.m. **CARRIED**

2. **Approval of Agenda**

Res. No. 2/09/10/2020 Liz Stermsek, Cheryl Philip

BE IT RESOLVED that the Agenda of the Regular Council Meeting of the Corporation of the Town of Kearney on September 18th, 2020 be adopted as circulated. **CARRIED**

3. **Declaration of Pecuniary Interest and the General Nature Thereof**

Mayor Ballantyne declared a pecuniary interest with regard to: Lions use of KCC; the reason being: Member of Lions.

In accordance with her declaration, Mayor Ballantyne left the Council table and room – 1:02 p.m. Deputy Mayor Ziraldo assumed his position of Head of Council.

4. **Delegations/Presentations**

(a) **Delegations**

- (i) **Blair Ballantyne, President, Kearney Lions Club re:** Request to utilize the KCC gymnasium for Kearney Lions Christmas Food Hamper program; 2020 Hallowe'en Plan

Lions President Blair Ballantyne approached Council to request the use of the Kearney Community Centre for the Lions Christmas Food Hamper program and to share the plans the Lions have made regarding their traditional Hallowe'en Party. The following Resolutions resulted:

Res. No. 4(a)(i)/09/10/2020 Liz Stermsek, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the presentation from Blair Ballantyne, President, Kearney Lions Club, authorizes the use of the Kearney Community Centre (KCC) gymnasium, to store non-perishable food being collected during the local food drive;

AND FURTHER, Council authorizes the use of the KCC gym on December 18th and 19th, 2020 for assembling their Christmas food hampers for delivery. **CARRIED**

Res. No. 4(a)(ii)/09/10/2020 Liz Stermsek, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney authorizes a donation to the Kearney Lions Club to support the annual community Children's Hallowe'en Candy Bags, in an amount not to exceed \$250.00, upon presentation of receipts;

AND FURTHER, funds to be taken from the Christmas Begins in Kearney 2020 unused Budget. **CARRIED**

At this point, Mayor Ballantyne resumed her position as Head of Council – 1:12 p.m.

(b) **Presentations – Nil**

5. **Minutes**

(a) **Adoption of Minutes**

- (i) **Regular Meeting, Draft Minutes – September 18th, 2020**
- (ii) **Special Meeting, Draft Minutes – September 26th, 2020**

Res. No. 5(a)(i)-(ii)/09/10/2020 Cheryl Philip, 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 – September 18th, 2020**
- (ii) **Special Meeting, Draft Minutes – September 26th, 2020** **CARRIED**

(b) **Receive Committee Minutes**

- (i) **Almaguin Highlands Health Centre Committee re: Draft Minutes – September 11, 2020**
- (ii) **District of Parry Sound Social Services Administration Board re: Report - September 2020**
- (iii) **Kearney Watershed Environmental Foundation re: Special Edition**
- (iv) **Muskoka Algonguin Healthcare re: Staff Case of COVID-19**

Res. No. 5(b)(i)-(iv)/09/10/2020 Paul Ziraldo, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receive the following Advisory Committee Minutes:

- (i) **Almaguin Highlands Health Centre Committee re: Draft Minutes – September 11, 2020**
- (ii) **District of Parry Sound Social Services Administration Board re: Report - September 2020**
- (iii) **Kearney Watershed Environmental Foundation re: Special Edition**
- (iv) **Muskoka Algonguin Healthcare re: Staff Case of COVID-19** **CARRIED**

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) **Report re: Building Activity Report to September 30, 2020 – Report only**
- (ii) **Information re: Municipality of Magnetawan Resolution – Building Inspector – Information only**

(b) **Planning** - Nil

(c) **Operations**

- (i) **Transfer Station Report – for the period September 18, 2020 to September 29, 2020 – Report only.**
- (ii) **Report and Resolution re: Cashman Creek Bridge Replacement Contract Award Recommendation**

Res. No. 10(c)(ii)/09/10/2020 Liz Stermsek, Cheryl Philip

WHEREAS the Town of Kearney requested Tenders for the replacement of the Cashman Creek Bridge;

AND WHEREAS eleven (11) Tenders were received, as follows:

Bridge Closure:

1	A2Z Civil	\$963,167.00
2	Bronte Construction (2220742 Ontario Ltd.)	\$1,100,891.27
3	MTM-2 Contracting Inc.	\$1,148,010.00
4	Miller Paving Ltd.	\$1,211,997.20
5	Bonnechere Excavating Inc.	\$1,217,585.00
6	R.M. Belanger Ltd.	\$1,270,310.00
7	Louis W. Bray Construction Ltd.	\$1,351,878.00
8	Natural Structures 2011 Inc.	\$1,395,809.00
9	Clearwater Structures Inc.	\$1,425,095.00

10	Carlington Construction	\$1,530,043.25
11	AECON Construction and Materials Ltd.	\$1,579,450.00

Maintaining a single lane during construction:

1	Bronte Construction (2220742 Ontario Ltd.)	\$1,337,712.87
2	AZZ Civil	\$1,363,167.00
3	Clearwater Structures Inc.	\$1,552,095.00
4	MTM-2 Contracting Inc.	\$1,555,010.00
5	Louis W. Bray Construction Ltd.	\$1,562,178.00
6	R.M. Belanger Ltd.	\$1,570,310.00
7	Natural Structures 2011 Inc.	\$1,724,275.00
8	Miller Paving Ltd.	\$1,806,997.20
9	Bonnechere Excavating Inc.	\$1,812,585.00
10	AECON Construction and Materials Ltd.	\$1,925,050.00
11	Carlington Construction	\$2,005,043.25

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 and Engineer, accepts the Tender submitted by AZZ CIVIL for the replacement of the Cashman Creek Bridge, in the amount of \$963,167.00. **CARRIED**

(iii) **Report and Resolution re:** Grass Lake Road Speed Limit

Res. No. 10(c)(iii)/09/10/2020 Liz Stermsek, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the recommendation from the Operations Manager, supports reducing the speed limit on Grass Lake Road from 80 km/hr to 60 km/hr, for the entire 6,300 m of Grass Lake Road. **CARRIED**

(iv) **Report and Resolution re:** Town Dock

Res. No. 10(c)(iv)/09/10/2020 Paul Ziraldo, Liz Stermsek

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 repairs to the Mirror Bay Town Dock, in the amount of \$2,513.57, plus applicable taxes. **CARRIED**

(v) **Update re:** Hwy 518 & Forestry Tower Corner – **Verbal Update; Report to follow**

(d) Administration

(i) **Draft Policy and Resolution re:** On-line Training

Res. No. 10(d)(i)/09/10/2020 Liz Stermsek, Cheryl Philip

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Training Policy attached hereto, effective immediately. **CARRIED**

(ii) **By-law No. 2020-xx re:** Licence Agreement (TEETER)

Res. No. 10(d)(ii)/09/10/2020 Liz Stermsek, Cheryl Philip

By-Law 2020-43 being a By-law to authorize the signing of a Licence Agreement between the Corporation of the Town of Kearney and Blair Nelson Teeter, be read a first, second and third time and numbered 2020-43 and that 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) **Information and Resolution re:** COOP2021 Imagery Project

Res. No. 10(d)(iii)/09/10/2020 Liz Stermsek, Paul Ziraldo

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney authorizes the Clerk to endorse a Letter of Intent to commit funding for the Central Ontario Orthophotography Project – 2021. **CARRIED**

(e) Treasury

(i) **Report and Resolution re:** Payment Register

Res. No. 10(e)(i)/09/10/2020 Liz Stermsek, Cheryl Philip

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 #30124 to #30147 in the total amount of \$49,911.98. **CARRIED**

(f) Fire and Emergency Services

(i) **Report re:** Fire Chief, Fire Department Report for Regular Council Meeting on October 9, 2020 – **Report only.**

(ii) **Information and Resolution re: Regional Fire Training Officer**
Res. No. 10(f)(ii)/09/10/2020 Liz Stermsek, Cheryl Philip
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney has reviewed the Draft Fire Training Officer Services Agreement 2021-2023 as presented and supports entering into an Agreement with our surrounding Municipalities subject to: Each participating Municipality contributing an equal share. **CARRIED**

(iii) **Information and Resolution re: Regional Fire Department**
Res. No. 10(f)(iii)/09/10/2020 Paul Ziraldo, Liz Stermsek
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports participating in further discussions regarding a Regional Fire Department;
AND FURTHER that Mayor Ballantyne continue to represent the Town of Kearney at the Committee meetings. **CARRIED**

(iv) **Report and Resolution re: New Firefighter**
Res. No. 10(f)(iv)/09/10/2020 Liz Stermsek, Cheryl Philip
BE IT RESOLVED that, effective immediately, the Council of the Corporation of the Town of Kearney accepts Chloe Cochrane to the Kearney Fire and Emergency Services Department, as a volunteer firefighter/first responder, subject to the conditions agreed to in the United Food and Commercial Workers Collective Agreement. **CARRIED**

(v) **Report and Resolution re: New Radio Console**
Res. No. 10(f)(iv)/09/10/2020 Liz Stermsek, Paul Ziraldo
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the request from Fire Chief Paul Schaefer, approves the following purchases:
1) Radio Dispatch Console equipment upgrade for the Burk's Falls Fire Hall, at a cost of \$2,052.28; and
2) Two steel shelving units at a cost not to exceed \$350.00. **CARRIED**

(vi) **Report and Resolution re: C-Can Training Facility**
Res. No. 10(f)(vi)/09/10/2020 Cheryl Philip, Liz Stermsek
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports, in principle, the joint purchase and installation of a Live Burn Training Facility to be located behind the Perry Township Fire Hall at 64 Old Government Road, subject to: Costs being divided equally between the participating Municipalities;
AND FURTHER Council understands that there will be ongoing annual costs of approximately \$400.00 per Fire Department. **CARRIED**

(g) **Facilities and Buildings** - Nil

(h) **Council Presentations**

(i) **Mayor Ballantyne, discussion re: Public Access to Town Office**
Discussion of Council resulted in the decision for Municipal Buildings to continue to remain closed to the public at this time.

11. **Correspondence**

(a) **Action Items**

(i) **Township of Perry re: Mutual Assistance Agreement**
Res. No. 11(a)(i)/09/10/2020 Liz Stermsek, Cheryl Philip
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reiterates their commitment to participate in the Mutual Assistance Agreement for emergency management purposes between the Town of Kearney and the Municipality of Magnetawan, Townships of Armour, McMurrich/Monteith, Perry, Ryerson and Village of Burk's Falls. **CARRIED**

(ii) **Town of Parry Sound re: Supplemental Emergency Medical Services Levy**
Res. No. 11(a)(ii)/09/10/2020 Liz Stermsek, Cheryl Philip
WHEREAS the Town of Kearney received correspondence from the Town of Parry Sound regarding a Supplemental Emergency Medical Services Levy indicating cost overruns have occurred due to significant increases in needed Personal Protective Equipment, COVID related sick time and overtime costs associated with sick time;
AND WHEREAS the Town of Parry Sound has sent a request for funding from the contributing Parry Sound District municipalities in the amount of an additional \$450,000.00, apportioned to each municipality, with the Town of Kearney's share being \$11,898.96;
AND WHEREAS the Town of Parry Sound is requesting that the municipalities use the funds they received from the Safe Restart Funding – Phase 1;

AND WHEREAS it is noted that the monies received through the Safe Restart Funding is to address the needs of each local municipality for their own operational pressures and increased costs as a result of COVID-19, not those of other agencies;

AND WHEREAS there was no itemized listing of the funds requested by the Town of Parry Sound;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the Municipality of Magnetawan's Resolution No. 2020-139 passed September 23, 2020, that the Town of Parry Sound should petition the Province for these funds rather than a Supplemental Levy to the Municipalities now or in the future; **AND FURTHER** that we do not support this Supplemental Levy to municipalities.

CARRIED

(iii) **Township of Wollaston re: Municipal Elections Act amendments**

Res. No. 11(a)(iii)/09/10/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney petition the Minister of Municipal Affairs and Housing, the Honourable Steve Clark, to review the *Municipal Elections Act* and to provide amendments:

- to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections;
- to provide clearer, stronger wording, to assist Municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list;
- to ensure that there is a clear and accessible way to report election fraud; and
- to ensure that the rules described in the *Municipal Elections Act* are actually enforceable even if there is not current case law.

CARRIED

(b) **Information Items - Nil**

12. **Other Business – Nil**

13. **Closed Session – Nil**

14. **Business Arising from Closed Session – Nil**

15. **Confirming By-Law**

By-Law 2020-xx being a By-law to confirm the proceedings of Council at its Special Meeting held on September 26th, 2020, at its Special Meeting held on October 9th, 2020 and at its Regular Meeting held on October 9th, 2020.

Res. No. 15/09/10/2020 Paul Ziraldo, Liz Stermsek

By-law No. 2020-44, Being a By-law to confirm the proceedings of Council at its Special Meeting held on September 26th, 2020, at its Special Meeting held on October 9th, 2020 and at its Regular Meeting held on October 9th, 2020, be read a first, second and third time and numbered 2020-44 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. 16/09/10/2020 Paul Ziraldo, Liz Stermsek

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 2:58 p.m. to meet again at 9:00 a.m. on October 30th, 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

Council Chambers

Friday, October 23rd, 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

Paul Schaefer, Fire Chief

1. Call the Meeting to Order

Res. No. 1/23/10/2020 Paul Ziraldo, Mike Rickward

BE IT RESOLVED that the Special Council meeting of the Corporation of the Town of Kearney on October 23rd, 2020 be declared open and called to order at 9:30 a.m.

CARRIED

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

3. Council Discussion re: Cashman Creek Bridge Replacement

Discussion of Council with Staff regarding the Cashman Creek Bridge Replacement included an explanation of emergency services response, snowplow routes, use and maintenance of Chetwynd Road, bus routes, cost of closure versus keeping one lane open, time frame for replacement of bridge, the number of people impacted by the closure, temporary garbage container and timing of posting of notice of the closure.

4. Adjournment

Res. No. 4/23/10/2020 Mike Rickward, Paul Ziraldo

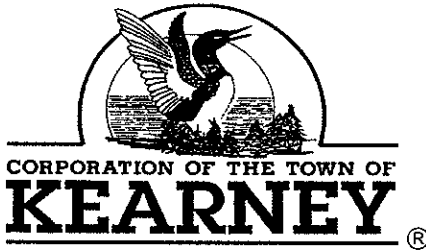
BE IT RESOLVED that the Special Meeting of the Corporation of the Town of Kearney adjourn at 10:47 a.m. to meet again at 9:00 a.m. on October 30th, 2020 in the Council Chambers, Kearney, Ontario.

CARRIED

THE CORPORATION OF THE TOWN OF KEARNEY

Carol Ballantyne, Mayor

Brenda J. Fraser, Clerk



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-02-20 (PRATT)**

DATE: OCTOBER 30, 2020

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney approves application RZ-02-20 (PRATT) to rezone Part of Lots 19 & 20, Concession 14, in the Township of Bethune, now in the Town of Kearney from the Rural (RU) Zone to the Tourist Commercial Exception Five (CT-5) Zone to allow for an eco-tourist operation consisting of 10 cabins, 10 tent sites, an accessory dwelling, assembly hall, accessory retail sales and outdoor recreation activities.

BACKGROUND:

An application to amend the Zoning By-law was submitted to rezone lands located in Part of Lots 19 & 20, Concession 14, in the Geographic Township of Bethune, now in the Town of Kearney (384 Kallio Road) to allow for an eco-tourist operation consisting of 10 cabins, 10 tent sites, an accessory dwelling, assembly hall, accessory retail sales and outdoor recreation activities.

The subject property is 62.31 ha (154 ac.) in size and has frontage on Kallio Road. The applicant also owns additional properties to the east, north and south. The area to the east, west and south of the subject lands consists of large rural properties and Crown Land. Two smaller lots are located to the north of the lands buffered from the area proposed to be developed by the (20 m) unopened road allowance and by a section of land at least 40 m. in depth containing a creek.

The subject lands are designated Rural in the Town's Official Plan. Schedule C of the Official Plan shows a portion of the lands to be classified as Flood Plain Overlay Based on Aerial Interpretation.

The Rural policies found in Section 4.2 of the Official Plan permit commercial / tourist commercial uses. Section 4.2.4 (Rural Commercial) permits limited rural commercial uses including resort and recreation commercial uses, tourist facilities and campgrounds.

Section 4.2.5 (Tourist Commercial) states that Tourist commercial uses in rural areas are permitted as a means of expanding the tourism sector and providing increased recreational opportunities.

1. Permitted uses may include resort hotels, lodges, tourist-oriented accommodations and uses, campgrounds, trailer parks, sale and rental of outdoor recreation related equipment, ski, fishing and camping shops, restaurants, outdoor recreational uses, related accessory uses, and existing uses.
2. Any new tourist commercial land use or expansion of an existing use will require an amendment to the Zoning By-law in order to guide the scale, size, and density of the development, and recognize and respond to the characteristics of the particular site. Consideration of a new tourist commercial land use through an amendment to the Zoning By-law will ensure that:
 - a. the site is suitable for the use proposed in terms of density, intensity, and location of buildings and structures, and type of facilities;
 - b. the use is to be serviced by an adequate sewage disposal system;
 - c. access routes can accommodate additional traffic, if required;
 - d. adequate off-street parking and loading spaces will be provided;
 - e. advertising signage and outdoor storage of goods and materials will be appropriately controlled;
 - f. the proposed use is compatible with surrounding properties and will provide adequate buffering.
3. A hydrogeological assessment may be required to assess the impacts of development and ensure adequate supply of potable water and recreational water quality.
4. Development on the lot may be subject to site plan approval.

The subject lands are currently zoned Rural (RU) and Hazard Lands (HZ). The proposed rezoning to Tourist Commercial Exception Five (CT-5) will limit the permitted uses to a maximum 10 rental cottages, a maximum of 10 tent sites, accessory dwelling, assembly hall, accessory retail sales, outdoor recreation and Tourist Establishment.

COMMENTS/CONSIDERATIONS:

Staff have no concerns with the proposed development. The size and location of the site is suitable for the proposed development and will allow for sufficient access, parking and buffering from adjacent residential uses, as well as adequate water and sewage disposal as required.



Linda Moyer
Planning Technician

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
(PRATT)*

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 “A” to By-law No. 2002-28, as amended, is hereby further amended by rezoning Part of Lots 19 & 20, Concession 14, in the Geographic Township of Bethune, now in the Town of Kearney from the Rural (RU) Zone to the Tourist Commercial Exception Five (CT-5) Zone, as shown on Schedule “A”. Schedule “A” is attached hereto and forms part of this By-law.
2. And further, **Section 4.6.3, Exceptions**, is hereby amended by adding Section 4.6.3.5 **Tourist Commercial Exception Five (CT-5) Zone**. Section 4.6.3.5 shall read as follows:

Notwithstanding the provisions of Sections 4.6.1 and 4.6.2 of this By-law to the contrary, on lands within the **Tourist Commercial Exception Five (CT-5) Zone** only the following uses shall be permitted:

- i) A maximum of 10 rental cottages
- ii) A maximum of 10 tent sites;
- iii) Accessory dwelling (one only)
- iv) Assembly hall
- v) Accessory retail sales
- vi) Outdoor recreation
- vii) Tourist Establishment

In all other respects the provisions of the **Tourist Commercial (CT) 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 30th day of October, 2020.

Carol Ballantyne, Mayor

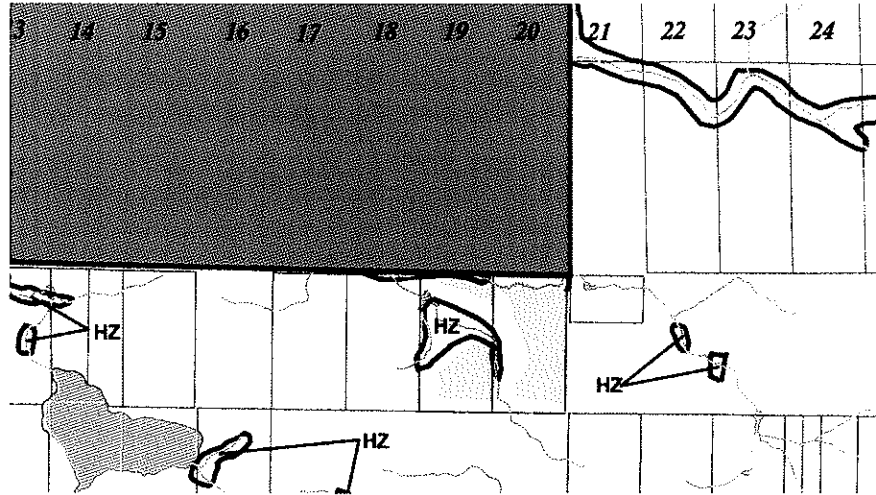
Brenda Fraser, Clerk

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 (Bethune)
Part of Lots 19 & 20, Concession 14



LEGEND

 Lands Rezoned from the Rural (RU) Zone to the Tourist Commercial Exception Five (CT-5) Zone

NOTICE OF APPLICATION FOR CONSENT
pursuant to Ontario Regulation No. 197/96, as amended

TAKE NOTICE that the Southeast Parry Sound District Planning Board will be considering an application for consent under Section 53 of the Planning Act (**File No. B-022/20**).

THE PURPOSE AND EFFECT of the proposed consent is to create one new lot for residential purposes.

THE SUBJECT LANDS ARE LOCATED in Part of Lots 2 & 3, Concession 6 (Pt Blk F, Plan M345, Parts 1 & 2, 42R-17358 and Part 1, 42R-21309) within the Town of Kearney (Bethune), as shown on the attached map(s). The parcel to be severed will have an approximate frontage of 96.53 m. (316.7 ft.) on Emsdale Lake Road, an approximate depth of 167.68 m. (550 ft.), an approximate area of 1.618 ha. (4 ac.) and is presently vacant. The parcel to be retained will have an approximate frontage of 100.99 m. (331.33 ft.) on Emsdale Lake Road, an approximate depth of 565.52 m. (1,855.38 ft.), an approximate area of 17.57 ha. (43.4 ac.) and is also vacant.

If a person or public body that files an appeal of the decision of the Southeast Parry Sound District Planning Board in respect of the proposed consent does not make written submissions to the Planning Board before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal.

IF YOU WISH TO BE NOTIFIED OF THE DECISION OF THE SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD IN RESPECT OF THE PROPOSED CONSENT, YOU MUST MAKE A WRITTEN REQUEST TO THE PLANNING BOARD AT THE ADDRESS BELOW.

ADDITIONAL INFORMATION AND MATERIAL on this application is available to the public for inspection at the Planning Board office. Please quote **FILE NO. B-022/20**.

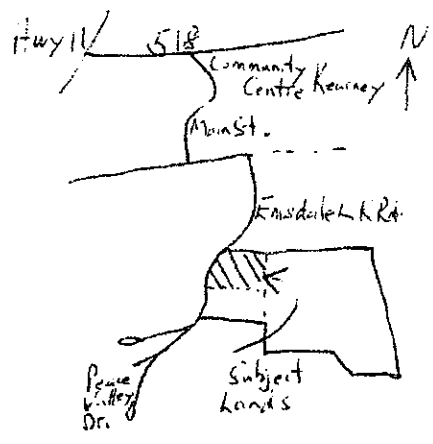
DATED AT THE Southeast Parry Sound District Planning Board OFFICE THIS 17TH DAY OF SEPTEMBER, 2020.

For more information about this matter, contact:

Linda Moyer, Secretary-Treasurer
Southeast Parry Sound District Planning Board
8 Main Street, P.O. Box 310
Kearney, Ontario P0A 1M0

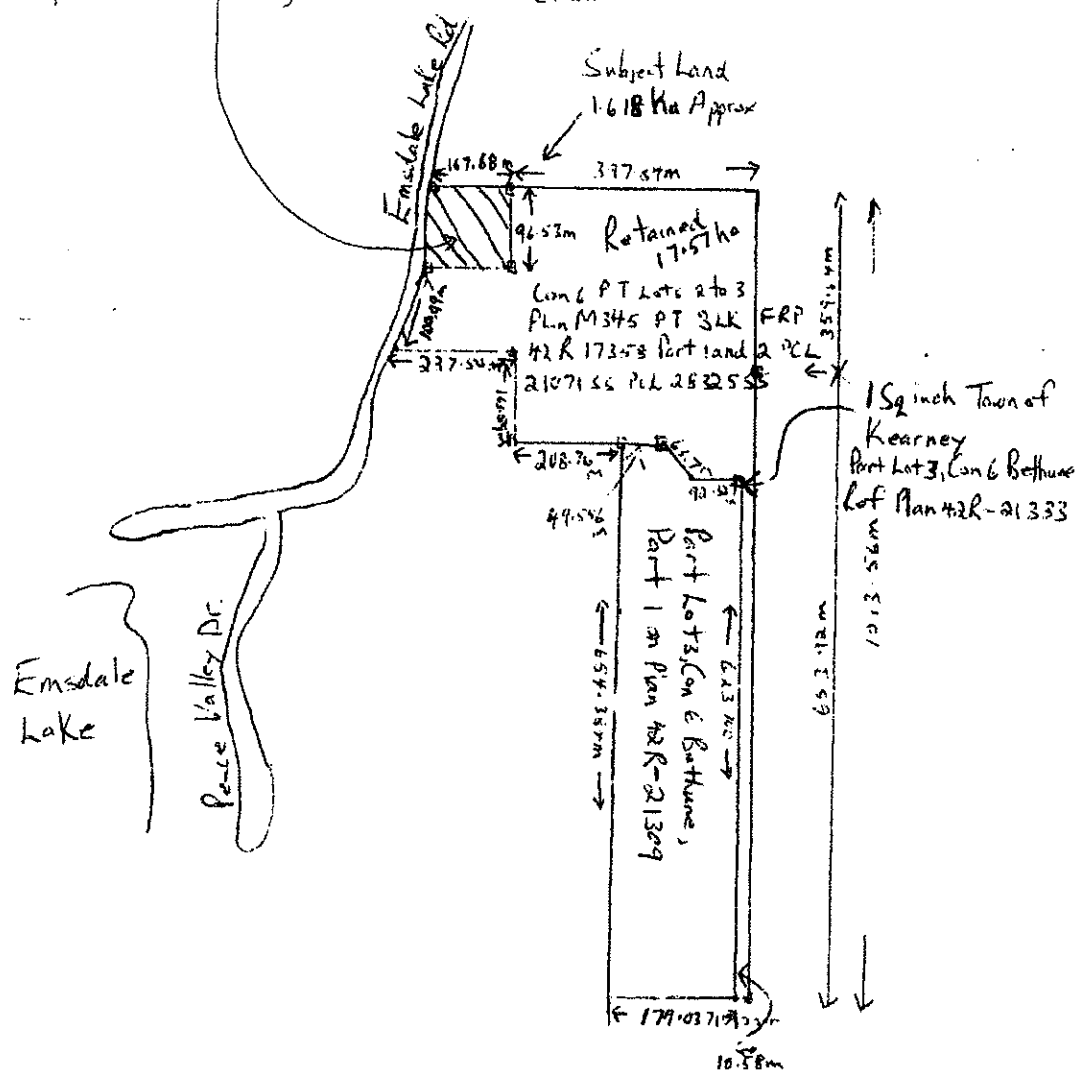
Telephone: (705) 636-7069

Email: sepsdpcb@gmail.com



* Proposed Severed Parcel (1.618 ha)

To Kearney ↑
 Crown



B-022120

**Application for Consent
Under Section 53 of the Planning Act**

Note to Applicants: This application form is to be used if the **SOUTHEAST PARRY SOUND DISTRICT PLANNING BOARD** is the consent granting authority. In this form the term "subject" land means the land to be severed and the land to be retained.

Completeness of the Application

The information in this form that **MUST** be provided by the applicant is indicated by black arrows on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 197/96 made under the Planning Act. The mandatory information must be provided with the appropriate fee. If the mandatory information and fee are not provided, the Planning Board will return the application or refuse to further consider the application until the information and fee have been provided.

The application form also sets out other information that will assist the Planning Board and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be returned.

Submission of the Application

- ⓐ One application form is required for each parcel to be severed.
- ⓑ The application fee.
- ⓒ 1 original copy of the completed application form and sketch. Measurements are to be in metric units.

For Help

For more information on the *Planning Act*, the consent process, Provincial and local policies, please contact the Secretary/Treasurer of the Southeast Parry Sound District Planning Board at (705) 636-7069

1. Applicant Information

▶ **1.1 Name of Owner(s).** An Owner's authorization is required in Section 11.1, if the applicant is not the owner.

Name of Owner(s) Simon & Jan Tytler	Home Telephone No. 905-889-5801	Business Telephone No.
Address 3 Southampton Dr. Hamilton ON	Postal Code L8U 4U8	Fax No.

▶ **1.2 Name of the person who is to be contacted about the application, if different than the owner.** (This may be a person or firm acting on behalf of the owner.)

Name of Contact Person/Agent Emilee Tytler	Home Telephone No. 905-317-6763	Business Telephone No.
Address 29 Ironwood Crd. Hamilton ON	Postal Code L8W 3H6	Fax No. EMAIL: nowoceans+11@msn.com

2. Location of the Subject Land (Complete applicable boxes in 2.1) (Sec # 9.1)

▶ 2.1 District Parry Sound		Municipality/Incorporated Kearney	Former Township Bethune
Concession Number(s) Con. 6	Lot Number(s) PT Lots 2 to 3	Registered Plan No. (Subd.) Plan M 345	Lot(s)/Block(s) PT BLK F
Reference Plan No. RP 42R-17358	Part Number(s) Part 1 and 2	Parcel No. PCL 21071 55 PCL 28325 55	Name of Street/Road Emsdale Lake Road
Street No. 720 Emsdale Lake Road	Section or Mining Location No.		

▶ **2.2 Are there any easements or restrictive covenants affecting the subject land?**
 No Yes If Yes, describe the easement or covenant and its effect.

And:
Part 1
42R-21309
RP 42R-17358

3. Purpose of this Application

3.1 Type and purpose of proposed transaction (check appropriate box)

Creation of a new lot Addition to a lot A right-of-way An easement
 A charge A lease A correction of title Other purpose

3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged.
 Emilye Lyster

3.3 If a lot addition, identify the lands to which the parcel will be added.

4. Description of Subject Land and Servicing Information (Complete each subsection.)

4.1 Description

	Severed	Retained
Frontage (m.)	96.53m	100.99m
Depth (m.)	167.68m	565.62m North Boundary
Area (ha. or m ²)	1.618 ha	17.57 ha

4.2 Use of property (i.e. vacant, industrial, commercial, residential, etc.)

Existing Use(s)	Proposed Use(s)
RU-Vacant	RU-Vacant
Residential	RU-Vacant

4.3 Buildings or Structures (provide date of construction, type and size of building)

Existing	Proposed
None	In the future

4.4 Access (check appropriate space)

	Severed	Retained
Provincial Highway	—	—
Public Road	✓	✓
Name of Authority maintaining road	Town of Kearney	Town of Kearney
Common name of road	Emsdale Lake Road	Emsdale Lake Road
Private Road (describe in Section 4.8)	—	—
Right of way (describe in Section 4.8)	—	—
Period of Maintenance: Seasonal	—	—
:Year Round	✓	✓

4.5 Water supply (check appropriate space)

	Severed	Retained
Water Access (Describe in section 4.9)	—	—
Publicly owned and operated piped water system	—	—
Name of Authority operating and maintaining service	—	—
Privately owned and operated communal well (Describe in Section 9.1)	—	—
Privately owned and operated individual well	In the future	—
Lake or other water body	—	—
Other means (Describe in Section 9.1)	—	—

4.6 Sewage Disposal (check appropriate space)

	Severed	Retained
Publicly owned and operated sanitary sewage system	—	—
Name of Authority operating and maintaining service	—	—
Privately owned and operated communal septic system (Describe in Section 9.1)	—	—
Privately owned and operated individual septic tank	In the future	—
Pit	—	—
Other means (Describe in section 9.1)	—	—

Section 9.1

4.7 Other services (check if the service is available)	Electricity		
	School Bussing		
	Garbage Collection		

4.8 If access to the subject land is by private road or "right of way" as indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or year round.
N/A

4.9 If access to the subject land is by water, as indicated in section 4.4, describe the piling and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.
N/A

5. Land Use (Maps are available at Municipal Offices for verification)

5.1 What is the existing official plan designation(s), if any, of the subject land?
RU

5.2 What is the zoning, if any, of the subject land? If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number?
EO

5.3 Are any of the following uses or features on the subject land or within 800 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.

Use or feature	On the Subject Land	Within 800 metres of subject land (unless otherwise specified)
An agricultural operation, including livestock facility or stockyard	No	No
A landfill	No	No
A sewage treatment plant or waste stabilization plant	No	No
A provincially significant wetland (Class 1, 2 or 3 wetland)	No	No
A provincially significant wetland within 120 metres of the subject land	N/A	No
Flood plain	No	No
A rehabilitated mine site	No	No
A non-operating mine site within 1 kilometre of the subject land	No	No
An active mine site	No	No
An industrial or commercial use, and specify the use(s)	No	No
An active railway line	No	No
A municipal or federal airport	No	No

6. History of the Subject Land

6.1 Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?
 Yes No Unknown If Yes and if known, provide the Ministry's application file number and the decision made on the application.
Yes, Consent - Feb. 16, 2006

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application.
N/A

6.3 Has any land been severed from the parcel originally acquired by the owner of the subject land?
 Yes No If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use.

6.4 How was the parcel originally acquired by the owner created? Original township lot By consent By plan of subdivision
 Other

7. Concurrent Applications

- 7.1 Is the subject land currently the subject of a proposed official plan or official plan amendment?
 Yes No Unknown *If Yes and if known, provide details and status of the application.*
- 7.2 Is the subject land the subject of an application for a zoning by-law amendment, Minister's zoning order amendment, minor variance, consent or approval of a plan of subdivision?
 Yes No Unknown *If Yes and if known, specify the appropriate file number and status of the application.*

8. Sketch (Use the attached Sketch Sheet) to help you prepare the sketch, refer to the attached Sample Sketch in The 'Application Guide G & R.

- 8.1 The application must be accompanied by a sketch showing the following:
- the boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained
 - the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land
 - the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing, bridge, highway, etc.
 - the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
 - the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
 - the existing use(s) on adjacent lands
 - the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
 - if access to the subject land is by water only, the location of the piling and boat docking facilities to be used
 - the location and nature of any easement affecting the subject land

9. Other Information

- 9.1 Is there any other information that you think may be useful to the Planning Board, or other agencies in reviewing this application? If so, explain below or attach on a separate page.

In reference to # 4.1 "Description - Depth(m) - Retained",
 565.52 m = the North boundary depth & 635.34m = the South boundary depth
 * Note: this is because the property is not square & has various dimensions

* Separate Note: # 2.1 - "Location of Subject Land" - Info from Tax Notice - Feb 1st 2020 of Jim Tytler.

10. Affidavit or Sworn Declaration of Applicant(s)

Affidavit or Sworn Declaration for the Information set out in this Application

I/we, Emilee Tytler of the City of Hamilton
 in the region of Hamilton do hereby make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the CITY OF MISSISSAUGA

in the REGION OF PEEL

on the 17 day of JUNE, 2020.

[Signature]
 Commissioner, etc.,
 Regional Municipality of Peel,
 for Peel Regional Police.
 Expires May 8, 2022.

X [Signature]
 Applicant

[Signature]
 Applicant

11. Authorizations of Owner(s)

- ▶ 11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner(s) that the applicant is authorized to make the application must be attached to this application or the authorization set out below must be completed.

Authorization of Owner(s) for Agent to Make the Application

I/we Jim & Jan Tytler are/are the owner(s) of the land that is the subject of this application for a consent and I/we authorize Emilee Tytler to make this application on my/our behalf.

x Aug 10/2020
Date

x Jim Tytler
Signature of Owner

x Jan Tytler
Signature of Owner

- 11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner(s) concerning personal information set out below.

Authorization of Owner(s) for Agent to Provide Personal Information

I/we Jim & Jan Tytler are/are the owner(s) of the land that is the subject of this application for a

consent and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize Emilee Tytler as my/our agent for this application, to provide any of my/our personal information that will be included in this application or will be collected during the processing of the application.

x Aug 10/2020
Date

x Jim Tytler
Signature of Owner

x Jan Tytler
Signature of Owner

12. Consent of Owner(s)

Complete the consent of the owner(s) concerning personal information set out below.

Consent of the Owner(s) to the Use and Disclosure of Personal Information

I/we Jim & Jan Tytler are/are the owner(s) of the land that is the subject of this consent application and for the purposes of the Freedom of Information and Protection of Privacy Act, I/we authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

x Aug 10/2020
Date

x Jim Tytler
Signature of Owner

x Jan Tytler
Signature of Owner

Applicants must complete the following check list to ensure that all necessary information is provided (check appropriate box):

Completed application form including sketch

Current parcel abstract (land title)

Current reference plan of survey or registered plan (if available)

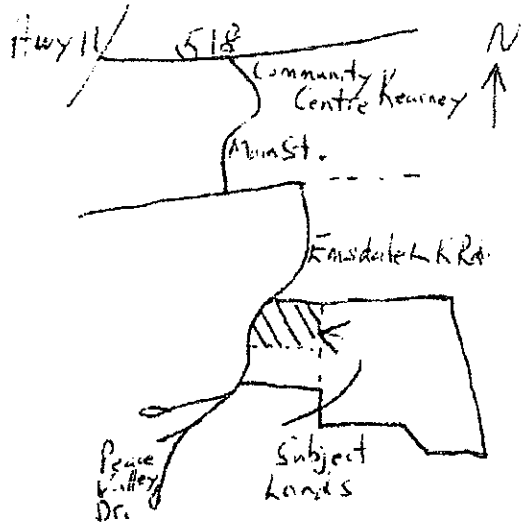
Prescribed application fee, either as a certified cheque or money order, payable to the Southeast Perry Sound District Planning Board.

The Planning Board will assign a File Number for complete applications and this should be used in all communications.

Submit completed application and fee to:

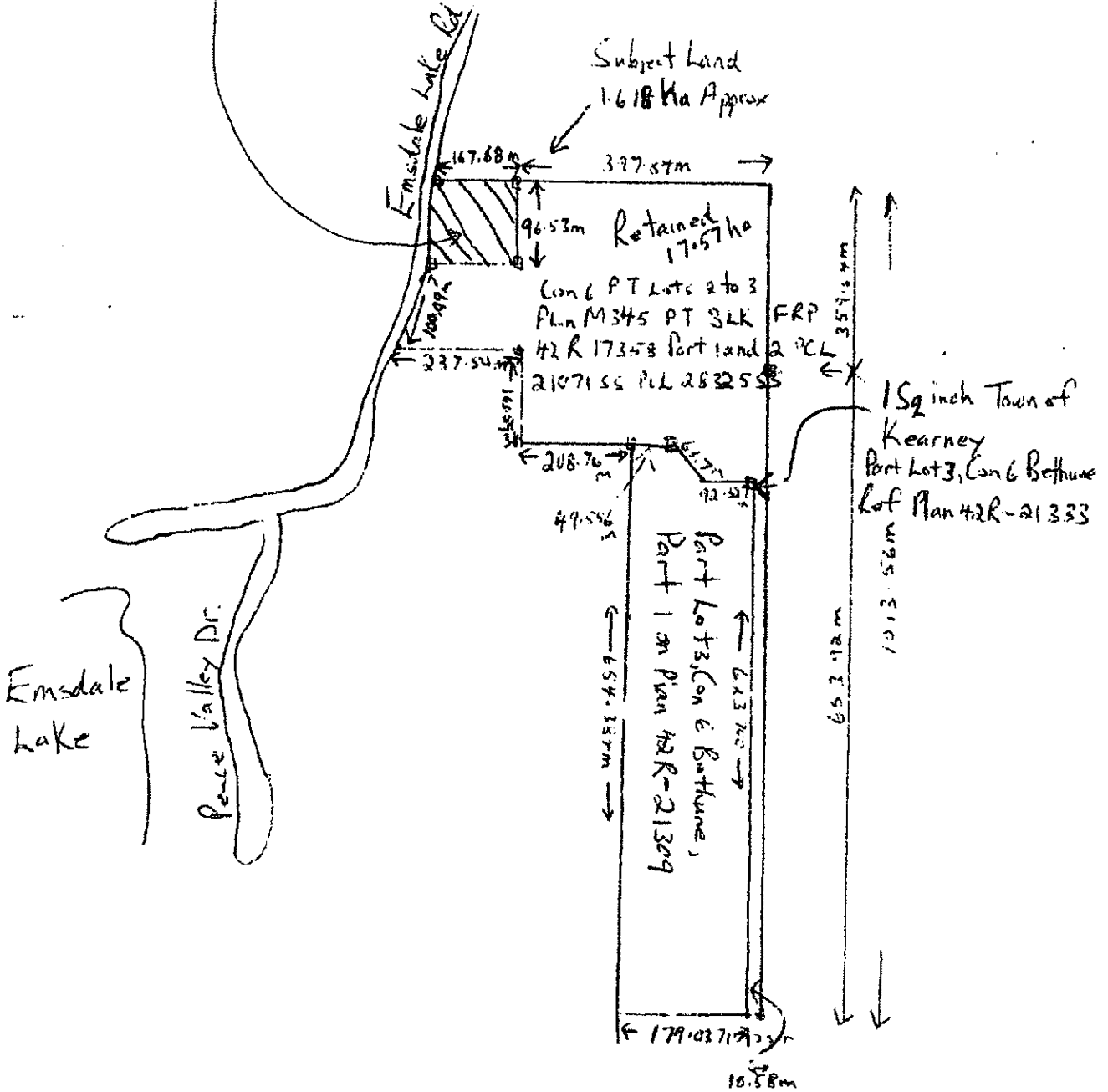
SOUTHEAST PERRY SOUND DISTRICT PLANNING BOARD

6 Main Street, P.O. Box 310
Kearney, ON P0A 1M0



* Proposed Severed Parcel (1.618 ha)

To Kearney ↑
Crown



Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

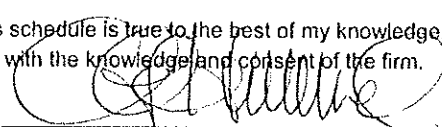
For use by Principal Authority			
Application number:	Permit number (if different):		
Date received:	Roll number:		
Application submitted to: <u>Town of Kearney , District of Parry Sound</u> <small>(Name of municipality, upper-tier municipality, board of health or conservation authority)</small>			
A. Project information			
Building number, street name 49B Peace Valley Drive	Unit number	Lot/con. 21/6	
Municipality Town of Kearney	Postal code P0A1M0	Plan number/other description	
Project value est. \$ \$425,000	Area of work (m ²) 227.42		
B. Purpose of application			
<input type="checkbox"/> New construction	<input checked="" type="checkbox"/> Addition to an existing building	<input checked="" type="checkbox"/> Alteration/repair	<input type="checkbox"/> Demolition
<input type="checkbox"/> Conditional Permit			
Proposed use of building Residential	Current use of building Residential		
Description of proposed work Addition to existing residential dwelling -new entry. Alteration to interior.			
C. Applicant			
Applicant is:	<input type="checkbox"/> Owner or	<input checked="" type="checkbox"/> Authorized agent of owner	
Last name Groomes	First name Paige	Corporation or partnership	
Street address 323 Oke Drive	Unit number	Lot/con.	
Municipality Village of Burk's Falls	Postal code P0A 1C0	Province ON	E-mail paige@paigeelizabethinteriors.com
Telephone number 7053802608	Fax	Cell number	
D. Owner (if different from applicant)			
Last name Cockton	First name Jane	Corporation or partnership Adam's Hideaway Inc	
Street address 49B Peace Valley Drive	Unit number	Lot/con. 21/6	
Municipality Town of Kearney	Postal code P0A1M0	Province ON	E-mail ravenswood1@sympatico.ca
Telephone number	Fax	Cell number	

E. Builder (optional)				
Last name Blain		First name Randy	Corporation or partnership (if applicable)	
Street address 200 Chaffey Township Rd,			Unit number	Lot/con.
Municipality Township of Huntsville		Postal code P1H 1C8	Province ON	E-mail randyblainconstruction@sympatico.ca
Telephone number 705.788.1054		Fax		Cell number
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)				
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?			<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____				
G. Required Schedules				
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.				
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.				
H. Completeness and compliance with applicable law				
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.			<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .			<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.			<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.			<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant				
<p>Paige Groomes _____ declare that:</p> <p>(print name)</p> <p>1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.</p> <p>2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.</p> <p>Sept 9th, 2020 _____</p> <p>Date Signature of applicant</p>				

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name 49B Peace Valley Drive		Unit no.	Lot/con. 21/6
Municipality Town of Kearney	Postal code P0A1M0	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name clinton hummel		Firm Paisley Park Inc.	
Street address 38 Canterbury		Unit no.	Lot/con.
Municipality North Bay	Postal code P1C 1K8	Province Ontario	E-mail clinton@paisleyparkinc.ca
Telephone number 705-474-7070	Fax number 705-476-7997	Cell number 705-845-1028	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input checked="" type="checkbox"/> House <input checked="" type="checkbox"/> Small Buildings <input type="checkbox"/> Large Buildings <input type="checkbox"/> Complex Buildings <input type="checkbox"/> HVAC – House <input type="checkbox"/> Building Services <input type="checkbox"/> Detection, Lighting and Power <input type="checkbox"/> Fire Protection <input type="checkbox"/> Building Structural <input type="checkbox"/> Plumbing – House <input type="checkbox"/> Plumbing – All Buildings <input type="checkbox"/> On-site Sewage Systems			
Description of designer's work O.B.C. review of drawings by Paige Elizabeth Interiors A.09,A.10, A.11, A.30, A.31 and A.32 for code compliance to obtain a building permit.			
D. Declaration of Designer			
I, <u>clinton hummel</u> declare that (choose one as appropriate): (print name)			
I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: <u>24234</u> Firm BCIN: <u>28363</u>			
I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge. 2. I have submitted this application with the knowledge and consent of the firm.			
September 15, 2020			
Date		Signature of Designer	

NOTE:

- For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
- Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.



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: CONSENT APPLICATION B-022/20 (TYTLER)
DATE: OCTOBER 30, 2020

RECOMMENDATION:

That the Council of the Corporation of the Town of Kearney recommends approval of consent application B-022/20 (TYTLER) subject to the following conditions:

That payment in lieu of a parkland dedication be paid in accordance with Section 51.1 of the Planning Act;

That a draft reference plan of survey be provided to the Town of Kearney for review prior to registration;

That any deviation of the travelled portion of the road which encroaches onto the subject property be surveyed and deeded to the Municipality;

That four copies of the final reference plan of survey, together with one digital copy, be provided to the Town of Kearney;

That confirmation be received from the Operations Manager that there are no concerns with respect to access to the proposed lot;

BACKGROUND:

Consent Application B-022/20 was submitted to the Planning Board to create one new lot for residential purposes. The subject lands are located in Part Lots 2 & 3, Concession 6 (Pt Blk F, Plan M345, Parts 1 & 2, 42R-17358 and Part 1, 42R-21309) within the Township of Bethune. The lands front on Emsdale Lake Road, a year-round municipally maintained road.

The parcel to be severed will have an approximate frontage of 96.53 m. (316.7 ft.) on Emsdale Lake Road, an approximate depth of 167.68 m. (550 ft.), an approximate area of 1.618 ha. (4 ac.) and is presently vacant. The parcel to be retained will have an approximate frontage of 100.99 m. (331.33 ft.) on Emsdale Lake Road, an approximate depth of 565.52 m. (1,855.38 ft.), an approximate area of 17.57 ha. (43.4 ac.) and is also vacant.

COMMENTS/CONSIDERATIONS:

The subject lands are designated Shoreline and Rural in the Official Plan for the Town of Kearney. Schedule C of the Official Plan shows a Flood Plain Overlay Based on Aerial Interpretation on a portion of the retained lands.

Limited low density residential uses are permitted within the Shoreline designation. Section 3.3.1 of the Official Plan requires that new residential back lots have a minimum lot area of 1 hectare (2.47 acres) with a minimum of 60 metres (197 feet) of lot frontage on a year round maintained public road, unless supported by a hydrogeological study. In no event shall a new lot in the Shoreline designation have a lot area of less than 0.8 hectares (2 acres).

Limited rural residential uses are permitted within the Rural designation. The Rural lot creation policies permit up to three consents to be granted for a land holding in existence prior to November 16, 2006, excluding the retained lot. The minimum requirement for a new lot within the Rural designation is 1 hectare (2.47 acres) in lot area with 60 metres (197 feet) of road frontage and 60 metres (197 feet) of water frontage, where it exists, unless supported by a hydrogeological study. New rural residential lots may not have a lot area of less than 0.8 hectares (2 acres).

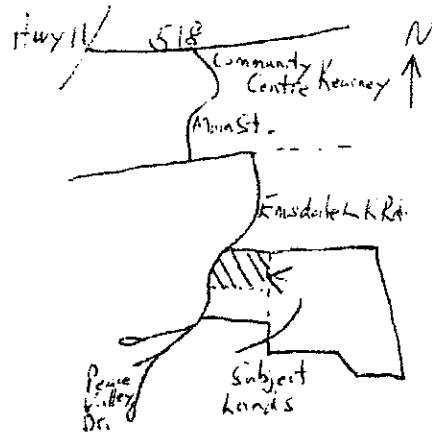
The proposal meets the requirements of the Shoreline and Rural policies for lot size, frontage, access and number of consents. The severed and retained parcels front on a year round municipally maintained road in the vicinity of other residential uses, and have the ability to be serviced with individual on-site sewage disposal systems and water supply. The Flood Plain Overlay is located on the retained parcel which is of sufficient size to allow for development to occur away from the Flood Plain area.

The subject lands are zoned Rural and Hazard Lands in the Zoning By-law in effect for the Town. The minimum lot area for the Rural zone is 1 ha. (2.47) and minimum lot frontage is 50 m. (164 ft.). The proposed lots meet the requirements of the Rural Zone. The Hazard Lands (HZ) Zone is located towards the back of the retained parcel and there appears to be sufficient area for development on the retained parcel away from the Hazard Lands.

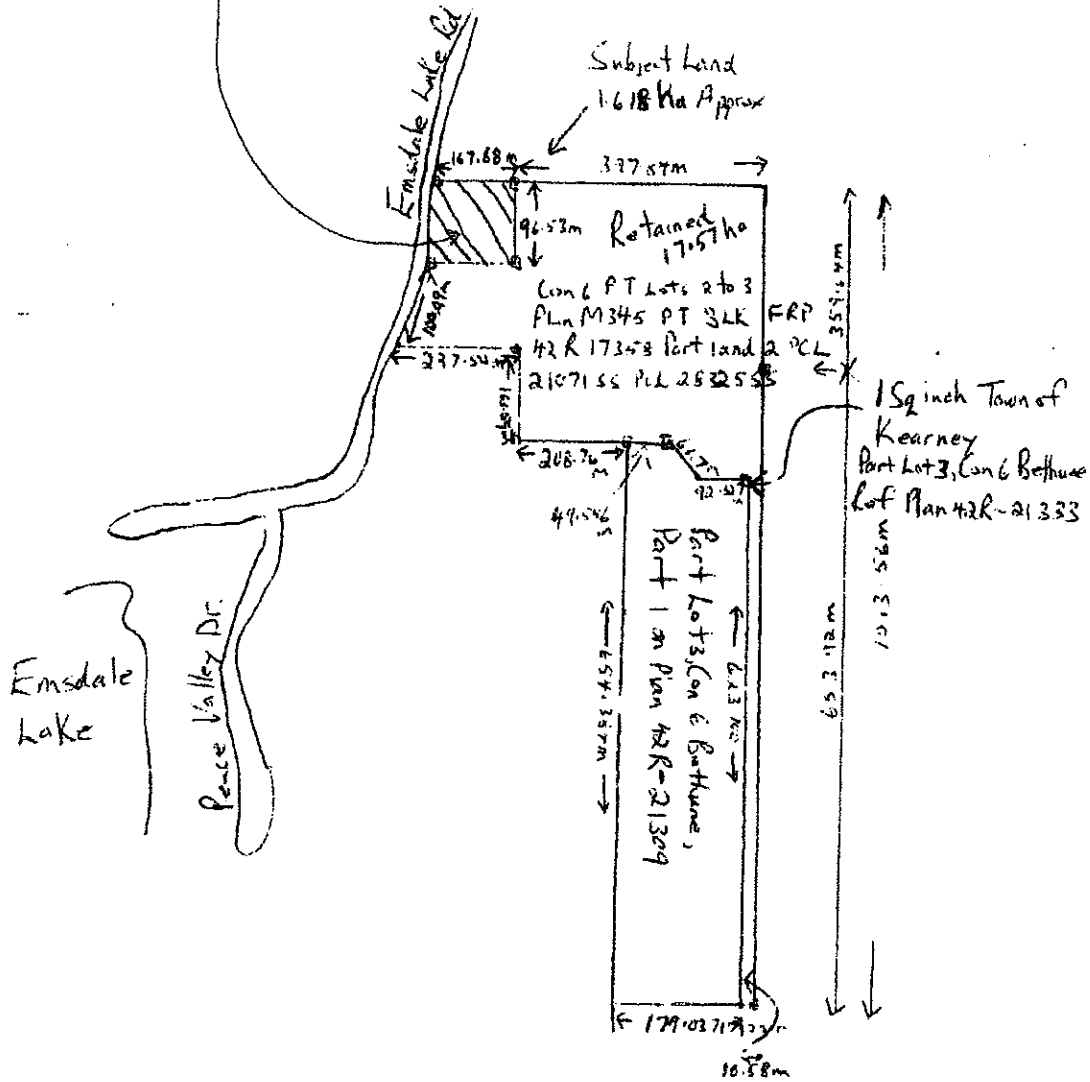
A Planning Report was prepared by the Planning Board's Planner, Brady McGlade of Tunnock Consulting Ltd. Mr. McGlade recommends approval of the application subject to conditions. It is recommended that confirmation be received from the North-Bay Mattawa Conservation Authority that the proposed severed lot is suitable for a conventional sewage disposal system; and that the Town's Public Works Manager confirm that a suitable location for a new entrance to the proposed severed lot can be properly constructed to municipal standards.

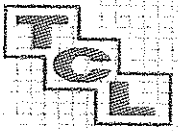


Linda Moyer
Planning Technician



* Proposed Severed Parcel (1.618ha)





Tunnock Consulting Ltd.

P.O. Box 2032
57 Foster St.
Perth, ON, K7H 3M9

Tel: (613) 464-8805
Email: gtunnock@tunnockconsulting.ca

• community planning • building administration • adult education and training • municipal restructuring

File P-3066

October 22, 2020

Planning Report – Tytler – Consent – B-022/20

Southeast Parry Sound District Planning Board

Application

An application for a consent has been submitted to the Planning Board to create a new rural residential lot.

Location

The subject lands are located in Part of Lots 2 & 3, Concession 6 (Pt Blk F, Plan M345, Parts 1 & 2, 42R-17358 and Part 1, 42R-21309) within the Town of Kearney (Bethune). The subject lands are located on the west side of Emsdale Lake Road.

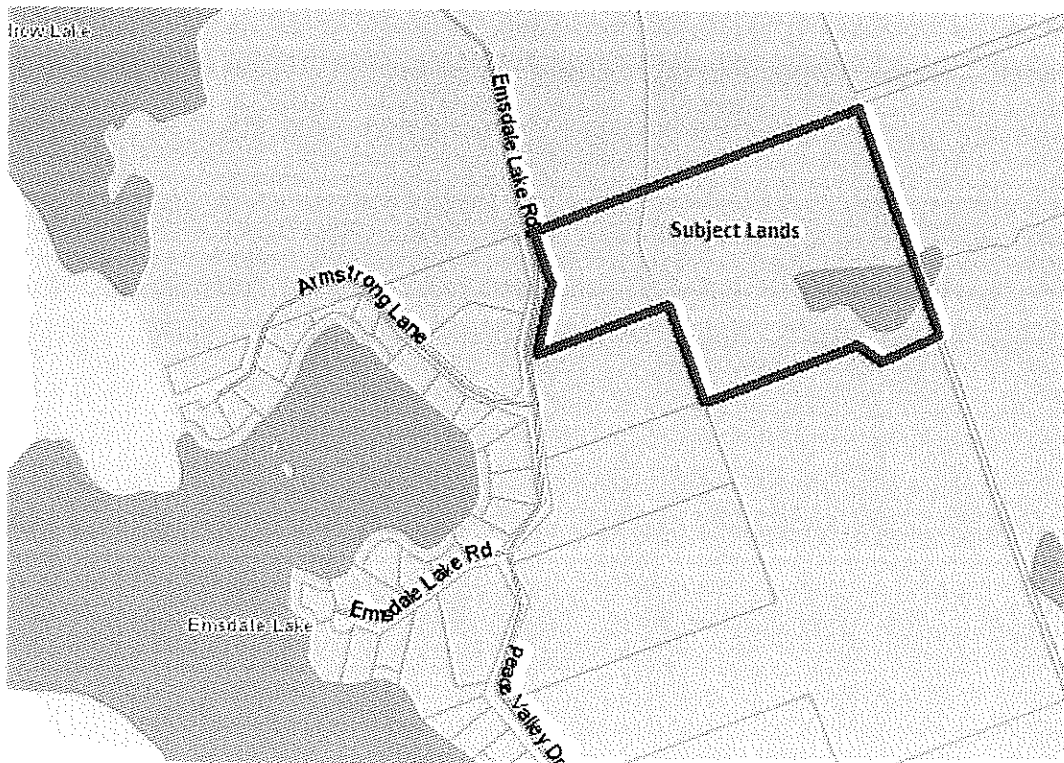


Figure 1: Subject Lands

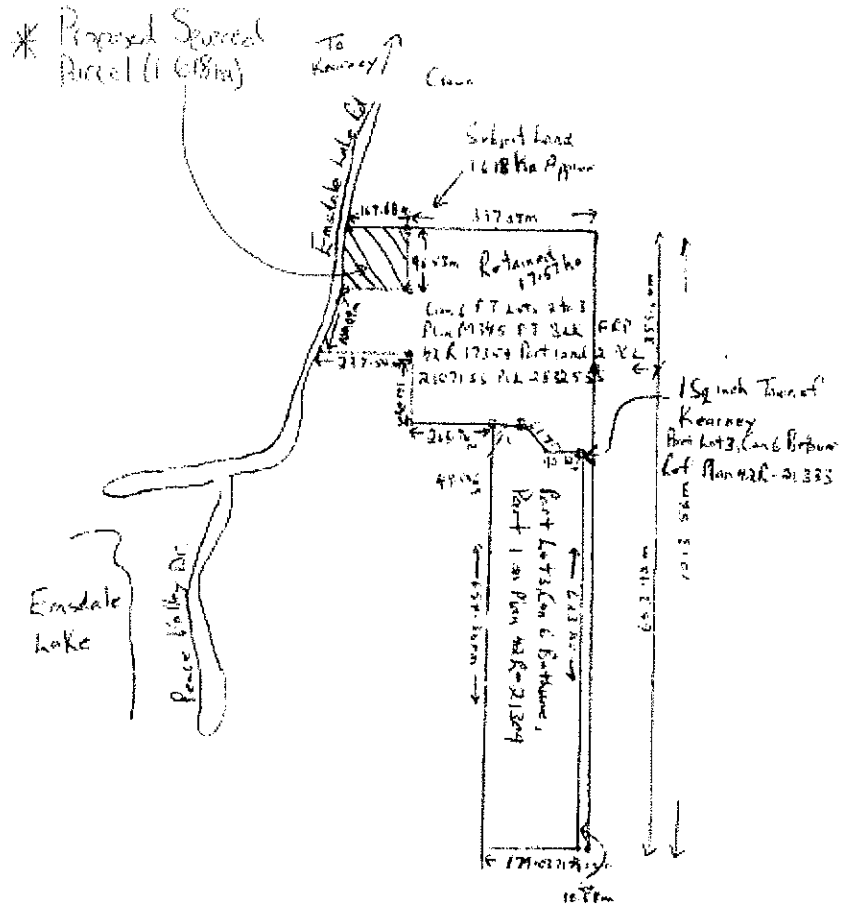


Figure 2: Sketch of proposed severance provided by the applicant.

Background

The subject lands front onto Emsdale Lake Road, a municipal road maintained year-round by the Town. Given the large size of the subject lands, the topography of the lot varies. In the area near Emsdale Lake Road, the subject lands slope down towards the wetland located in the eastern portion of the lot. The point of highest elevation within the lot is 400 metres above average sea level, located near the roadway. The point of lowest elevation is located at the wetland within the property, and it is 380 metres above average sea level.

The subject lands are naturally vegetated with mature woodland. A small stream, which flows north, is located near the rear of the proposed severed lot. A wetland, which drains to the east, is located along the east lot line of the proposed retained lot.

To the south of the subject lands, lots are of similar size, and are covered by mature woodland and are undeveloped. To the north and to the east, lots are large in size and are not developed. To the west, Emsdale Lake is located within approximately 190 metres at its closest location. Small waterfront lots, many smaller than 0.4 hectares, surround Emsdale Lake.

Table 1: Lot Characteristics

	Severed Lands	Retained Lot
Lot Area	1.618 ha	17.57 ha
Lot Frontage	96.53 m	100.99 m
Depth	167.68 m	565.54 m
Existing Use	Vacant	Vacant
Proposed Use	Residential	Vacant

Official Plan

The subject lands are located predominately within the rural land use designation. A portion of the subject lands is also located within the shoreline land use designation. The intent of the rural land use designation is to accommodate land uses that are appropriate in the rural setting, which provides economic benefits while protecting the natural environment. All development within the rural land use designation should retain the rural character of the area. The intent of shoreline designation is to recognize, preserve, and protect shoreline areas around lakes and rivers, which are environmentally sensitive areas.

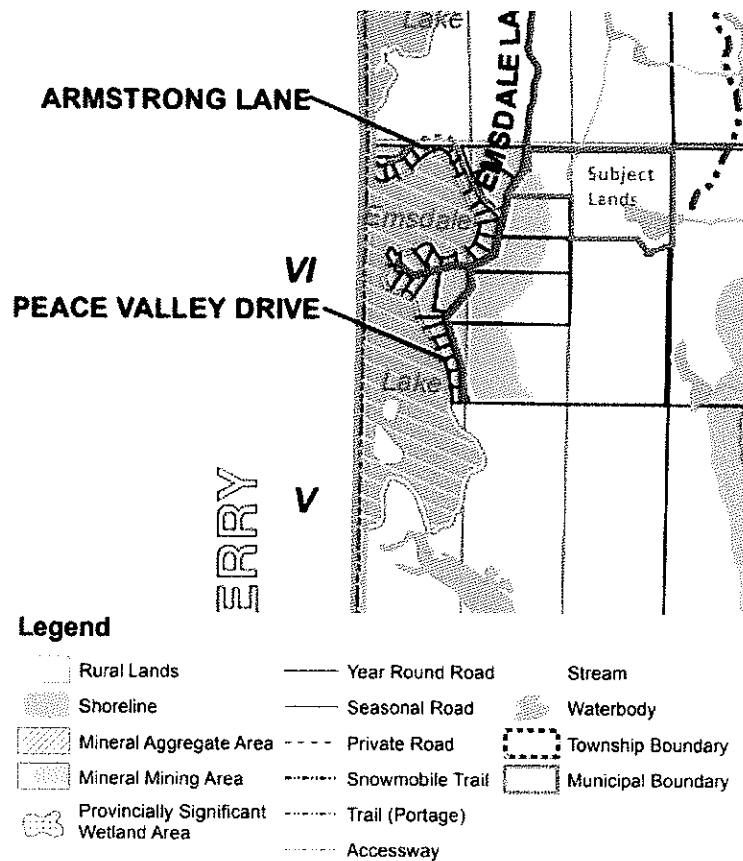


Figure 3: Schedule 'A' of the Official Plan

According to section 3.3 of the Official Plan, limited low-density residential uses are permitted within the shoreline designation. Section 3.3.1 describes lots requirements for lots located within the shoreline designation, which includes:

1. All lots will be of sufficient size and dimension and possess terrain suitable to appropriately accommodate the use proposed. Among other matters, this should include consideration of the following:
 - a. natural heritage features and areas;
 - b. natural or human-made hazards;
 - c. provision for water supply and sewage disposal;
 - d. provision for appropriate access and a safe road entrance;
 - e. provision of a sufficient area to accommodate buildings and structures without substantial alteration to the natural landscape; and
 - f. whether or not the lake is at or near capacity.
2. New lots shall be no smaller than 1 hectare (2.47 acres) in area with 60 metres (197 feet) of water frontage, unless supported by a hydrogeological study. In no event shall a new lot in the Shoreline designation have a lot area less than 0.4 hectares (1 acre).
3. Notwithstanding, increased lot sizes may be required where certain conditions are present, e.g. narrow bays and peninsulas, presence of water bodies or watercourses and steep slopes.
4. Wherever possible, existing, undersized shoreline lots should be merged to create larger parcels. Development of existing undersized lots for residential use may be permitted where it has been demonstrated to the satisfaction of the Town, that the lot is suitable for development and any other applicable policies of this Plan are satisfied.
5. New residential back lots will have a minimum lot area of 1 hectare (2.47 acres) with a minimum of 60 metres (197 feet) of lot frontage on a year-round maintained public road, unless supported by a hydrogeological study. In no event shall a new lot in the Shoreline designation have a lot area of less than 0.8 hectares (2 acres).

The proposed severed lot and retained lots will meet the minimum frontage and size requirements described in section 3.3.1. Development of the severed lot will be located outside of natural or human-made hazards. Given that Emsdale Lake is identified as an at capacity lake, all new septic tile field must be located at least 300 metres from the waterbody. I am satisfied that a septic field can be located outside of the 300 metre setback.

As per section 4.2, single detached residential dwellings are permitted within the rural land use designation. New rural residential lots require a minimum lot size of 1 hectare and require a minimum road frontage of 60 meters.

Section 4.2.1 of the Plan applies to the creation of lots within the rural land use designation, and the applicable policy stipulates:

- All lots must be of sufficient size and dimension and have suitable terrain to accommodate the proposed use.
- Three consents may be granted for a landholding in existence prior to November 16, 2006, excluding the retained lot.

Following my review of section 4.2 and 4.2.1 of the Official Plan, I am satisfied that the proposed severed lot and retained lot meets the lot size and frontage requirements. Additionally, I am satisfied that the proposed lots are large enough to accommodate an on-site sewage disposal system and water supply. As well, a road entrance should be viable for the proposed severed lot without causing a traffic hazard. It is recommended that Town's Public Works Manager confirm that a suitable location the severed lot can be properly constructed to municipal standards.

As per section 4.2.2(1), rural residential development within the rural land use designation should be directed to areas where municipal services and businesses are located. The subject lands are located on a municipal road. School bussing and electricity are available along the roadway to service the proposed lots. The subject lands are located in proximity of existing residential development. As per section 4.2.2(3), rural development should be directed to areas where residential development currently exists or would be compatible.

Section 8.6 of the Official Plan addresses private water and wastewater systems requirements that must be met for new lot creation. The Town must be satisfied that a sufficient quantity of groundwater exists on-site to service the development. As well, the Town must be satisfied that the on-site wastewater system within the new lot will not have any environmental impacts or negatively impact the wells of neighbouring properties. Given the size of the proposed severed lot, it is, in my opinion, the severed lot is large enough to accommodate an on-site septic system and well. However, it is recommended the Planning Board receive confirmation from the North Bay-Mattawa Conservation Authority that the severed and retained lots are both suitable for a conventional sewage disposal system (i.e. Class 4).

Schedule 'C' of the Official Plan identifies natural features and constraints. Within the subject lands, a flood plain overlay is present. The proposed severed lot is located entirely outside of the identified floodplain area. A building envelope is present within the retained lot outside of the floodplain area.

Zoning By-law

The subject lands are predominately zoned "Rural" (RU), however, the wetland and area surrounding the wetland is zoned "Hazard Lands" (HZ). Single-detached dwellings are permitted in the RU zone. The minimum lot area requirement for lots located in the RU zone is 1 hectare, and each lot must have a minimum lot frontage of 50 meters. I am satisfied the requirements for minimum lot size and frontage are met and that development can occur within the retained lot outside of the HZ zone. The proposed severed lot is zoned RU exclusively.

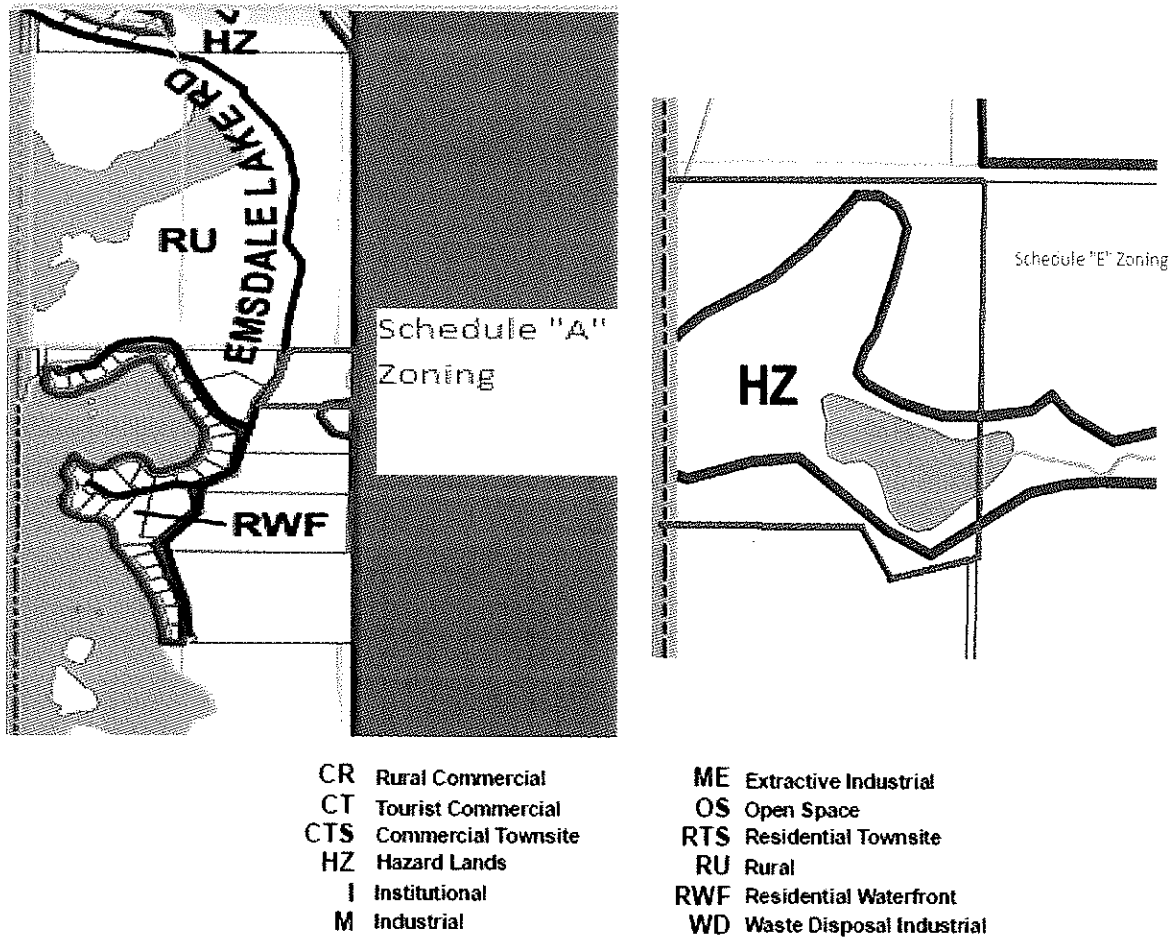


Figure 4: Schedule "A" and Schedule "E" of the Zoning By-law

Provincial Policy Statement

The Provincial Policy Statement, 2020 (PPS) sets out land use planning standards that municipal decision-making must be consistent with.

Section 1.1.1 of the PPS states that Healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term and by avoiding development and land use patterns which may cause environmental or public health and safety concerns; promoting cost-effective development patterns and standards to minimize land consumption and servicing costs; ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs; promoting development and land use patterns that conserve biodiversity and prepare for the impacts of a changing climate. I am satisfied that the proposed consent will be cost-effective and avoid increasing costs to the Town.

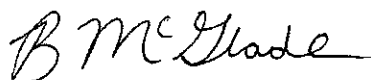
Section 1.6.6.1 states that planning for sewage and water services shall promote water conservation and water use efficiency and shall integrate servicing and land use considerations at all stages of the planning process. Section 1.6.6.4 states where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. Section 1.6.6.6 states that planning authorities may only allow lot creation if there is confirmation of sufficient reserve sewage system capacity. The determination of sufficient reserve sewage system capacity shall include treatment capacity for hauled sewage from private individual on-site sewage services. It is recommended that the Planning Board receive confirmation from the North Bay-Mattawa Conservation Authority that the severed and retained lots are both suitable for a conventional sewage disposal system (i.e. Class 4).

Recommendations

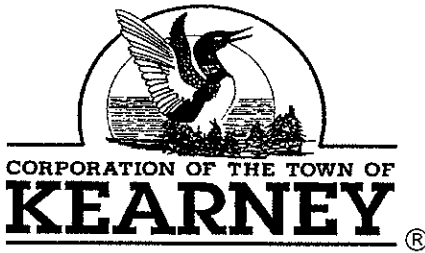
Having reviewed the Town's Official Plan and Zoning By-law as well as the Provincial Policy Statement, approval of these applications is recommended subject to the following conditions:

- That the Planning Board receive confirmation from the North Bay-Mattawa Conservation Authority that the proposed severed lot is suitable for a conventional sewage disposal system (i.e. Class 4);
- The Town's Public Works Manager should confirm that a suitable location for a new entrance to the proposed severed lots can be properly constructed to municipal standards.

Respectfully submitted,



Brady McGlade, MSc (Plan) Candidate, BES



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: EXCHANGE OF PROPERTY (CANNING)
DATE: OCTOBER 30, 2020

RECOMMENDATION:

That the Council of the Corporation of the Town of Kearney approves By-law No. 2020-XX, being a By-law to provide for the acquisition of Part of Lot 6, east side of Kingmore (Main) Street, Plan 93, as in R0202488, in the Town of Kearney, in the District of Parry Sound. (CANNING)

BACKGROUND:

In 2018 Council received a request from John Canning to exchange lands he owns on Main Street (Part Lot 6, Plan 93) for the unopened road allowance adjacent to his property located at 3 Regent Street (Lot 53, Plan M-15) so that he can construct a garage.


Resolution no. 10(b)(i)/23/02/2018 was passed by Council supporting the exchange in principle subject to the following conditions:

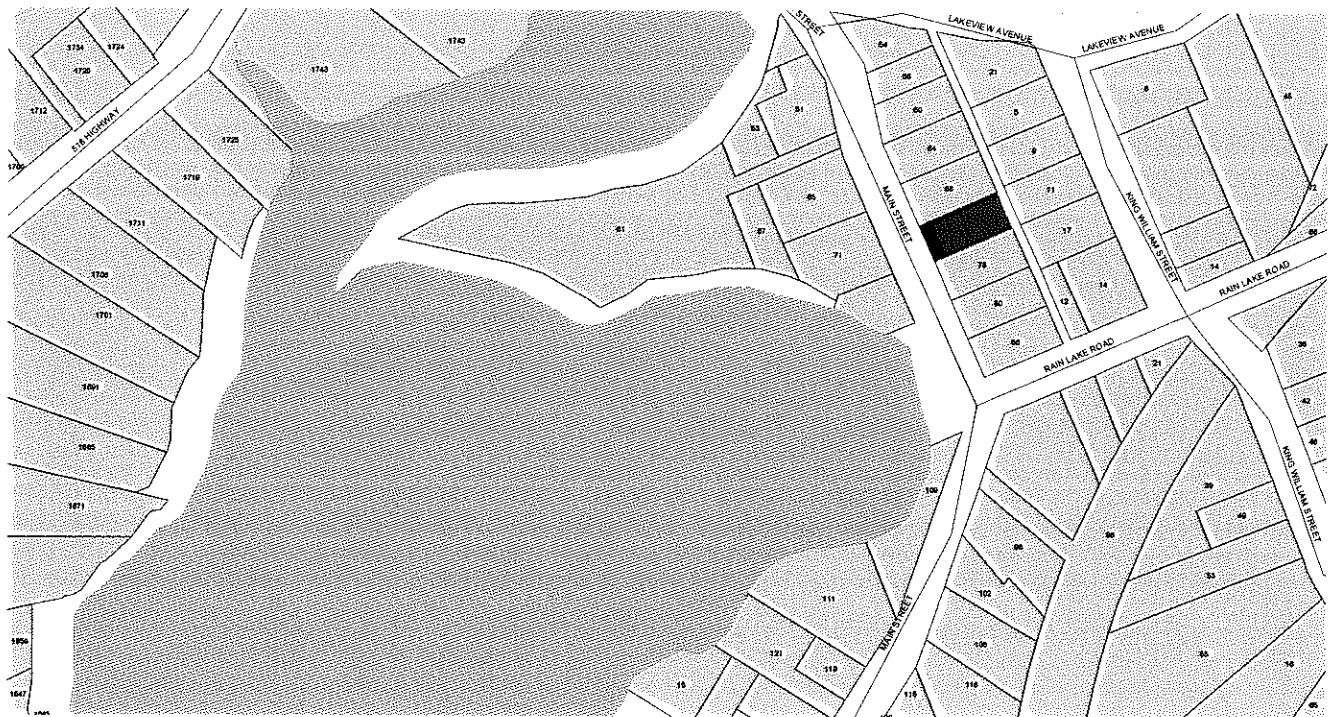
- A survey of the portion of the road allowance to be purchased, be provided to the Town;
- The existing Canning property and the purchased Road Allowance be deemed as one property;
- All costs associated with this transfer be borne by Mr. Canning;
- Mr. Canning deposit with the Town, an amount of \$2,500 to cover the cost of legal and administration expenses incurred by the Town;
- That the proposed transfer be subject to the Town's procedures for stopping up and closing a road allowance.

In March 2019 Bylaw 2019-15 was passed by Council to stop up, close and sell the road allowance. By-law 2019-16, being a Deeming By-law to designate Lot 53, Plan M-15 not to be a lot on a registered plan of subdivision for Planning Act purposes was also passed to ensure that the road allowance will merge in title with Mr. Canning's adjacent property.

COMMENTS/CONSIDERATIONS:

In order to complete this process, the lawyer acting on behalf of the Town has asked that an Acquisition By-law be passed by Council authorizing the acquisition of Part of Lot 6, Plan 93 from Mr. Canning.


Linda Moyer
Planning Technician



ACQUISITION BY-LAW

THE CORPORATION OF THE TOWN OF KEARNEY BY-LAW NO. 2020 -

Being a By-law to provide for the acquisition of Part of Lot 6, east side of Kingmore (Main) Street, Plan 93, as in R0202488, in the Town of Kearney, in the District of Parry Sound

WHEREAS the Council of the Corporation of the Town of Kearney requires the conveyance of certain lands for general municipal purposes;

The Council of the Corporation of the Town of Kearney **HEREBY ENACTS** as follows:

1. That the Corporation of the Town of Kearney acquire from John Patrick Canning all and singular that certain parcel or tract of land and premises situate, lying and being Part of Lot 6, east side of Kingmore (Main) Street, Plan 93, as in R0202488, Town of Kearney, District of Parry Sound, for a purchase price of \$1.00 and other valuable consideration.
2. That the Mayor and/or Clerk are hereby authorized and instructed to perform all acts and to take such steps and execute such documents under the seal of the Corporation as may be necessary to effect such acquisition.
3. That this by-law shall come into force and effect immediately after the final passing hereof.

ENACTED AND PASSED this _____ day of October, A.D. 2020.

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Carol Ballantyne, Mayor c/s

Brenda Fraser Clerk

Date	Pick Up	Kearney \$	Sand Lak \$	Notes
02-Oct		118	82	25 5M,20C
03-Oct		98	78	110 15M,50S,45C
04-Oct		89	81	65 10M,10F,30C,15B
05-Oct	29	93	55	60 10M,5F,30C,15B
06-Oct		78	58	5 5C
09-Oct		108	51	35 5M,30C
10-Oct		107	87	115 15M,20F,25S,55C
11-Oct		127	109	80 5M,75C
12-Oct		TG	TG	Thanksgiving
13-Oct	21	126	124	190 5F,150S,35C
16-Oct		114	74	40 5M,30C,5B
17-Oct		98	71	195 10M,5F,150S,30C
18-Oct		89	35	5 F
19-Oct	29	93	54	55 20F,25C,10B
20-Oct		78	56	65 20M,10F,35C
Totals				1045

Still seeing steady numbers of patrons.

Martin Filmore

September 25, 2020

NOHFC Project # 8503378

Cindy Filmore
Senior Office Assistant
The Corporation of the Town of Kearney
8 Main Street PO Box 38
Kearney ON P0A 1M0
E-mail: cindy.filmore@townofkearney.ca

Dear Cindy Filmore:

Enclosed are:

- The proposed legal agreement between The Corporation of the Town of Kearney and the Northern Ontario Heritage Fund Corporation (NOHFC).
- An electronic funds transfer form (EFT).

Please note that you will need to have hired your intern (and written-in the applicable start and end dates for the Work Term in Schedule B of the legal agreement) prior to signing the proposed legal agreement.

- **If you have not yet hired your intern, please hold onto this draft agreement until you have done so.**
- **If you have not hired your intern in accordance with the terms outlined in the proposed legal agreement within 12 months after the date of the approval letter from the Minister of Energy, Northern Development and Mines dated as of June 16, 2020, your approval will expire and your file will be closed (NOHFC will not sign the proposed legal agreement). However, you may submit a new funding application under the Northern Ontario Internship Program, which will be evaluated in the normal course in accordance with NOHFC's usual guidelines and criteria.**

Once you have hired your intern and filled in the start and end dates for the Work Term in Schedule B of the proposed legal agreement, please return to NOHFC:

- The legal agreement, signed by an authorized signing officer
- Signed EFT form
- Void cheque, or signed bank letter to verify banking information

Please return the completed documents to NOHFC electronically by e-mail to NOHFCfinancialservicesunit@ontario.ca not later than 30 days after the start date of the Work Term. If you require assistance to send your documents electronically, please click https://nohfc.ca/assets/other_documents/Esignature-Tip-Sheet-EN.pdf.

NOHFC will not disburse any funds until an EFT form and a void cheque have been received.

For your records, one fully executed agreement will be returned to your company after it is signed by the NOHFC Executive Director.

If you have any questions in regard to your project please contact your project officer, Shelley LeBoeuf by phone at 705-945-5956 or by email at Shelley.LeBoeuf@ontario.ca.

Sincerely

A handwritten signature in black ink, appearing to read "John Guerard". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Guerard
A/ Executive Director
c. Shelley LeBoeuf, MNDM
Enclosure

**Northern Ontario Heritage Fund Corporation
Northern Ontario Internship Program Agreement**

THIS AGREEMENT is made effective as of **March 20, 2020** (the "Agreement")

BETWEEN: Northern Ontario Heritage Fund Corporation ("NOHFC")

AND: The Corporation of the Town of Kearney (the "Employer")

WHEREAS the Employer is a municipality under the laws of Ontario and wishes to obtain financial assistance from NOHFC to enable it to hire a post-secondary graduate to fill an internship Position, as more fully described in Schedule B;

AND WHEREAS further to the approval letter from the Minister of Energy, Northern Development and Mines dated as of **June 16, 2020**, (the "**Approval Letter**"), NOHFC wishes to provide financial assistance towards the costs of the Position in the form of a conditional contribution that would not need to be repaid by the Employer provided that the terms and conditions of this Agreement are satisfied;

NOW THEREFORE in consideration of mutual promises and agreements contained in this Agreement and other good and valuable consideration, the parties agree as follows:

A. The Agreement

The following Schedules are attached to, and form part of, this Agreement:

- Schedule A - Terms and Conditions
- Schedule B - Position Description and Financial Information
- Schedule C - Form of Request for Reimbursement
- Schedule D - Final Report

Capitalised terms not otherwise defined in this document shall have the meanings ascribed to them in Schedule A.

B. Agreement Term and Internship Work Term

This Agreement shall be in effect until the earliest of:

- (i) the final day of the Work Term;
- (ii) the 24-month anniversary of the date of the Approval Letter, and
- (iii) the date this Agreement is otherwise terminated in accordance with its terms.

The Employer shall cause the Position to be filled and paid for during the Work Term. The Work Term must last for a period of 52 weeks and must be completed within 24 months after the date of the Approval Letter. No financial assistance will be provided for any employment after such date.

A. Contribution

The Contribution is limited to the lesser of:

- (i) **seventy-two point twelve (72.12%)** of Eligible Costs incurred and paid by the Employer to the Intern during the Work Term (Note: this percentage is based on the weekly wage set out in Schedule B; if the Employer pays the Intern more or less than that wage, NOHFC will adjust the percentage accordingly), and
- (ii) **thirty one thousand five hundred (\$31,500.00)**

B. Specific Terms and Conditions

NOHFC's obligation to pay some or all of the Contribution to the Employer at any time during the term of this Agreement is conditional upon the Employer recruiting, hiring, training and paying the Intern in accordance with this Agreement and complying with all other provisions of this Agreement, including the additional terms set out in this section D, if any.

C. Contact

The contact information for the parties is as follows:

	NOHFC	THE CORPORATION OF THE TOWN OF KEARNEY
Full Legal Name	Northern Ontario Heritage Fund Corporation	The Corporation of the Town of Kearney
Address	70 Foster Drive, Suite 200 Sault Ste. Marie, Ontario P6A 6V8	8 Main Street PO Box 38 Kearney ON P0A 1M0
Contact Name	John Guerard Executive Director (A)	Cindy Filmore Senior Office Assistant
Telephone	1 (800) 461-8329; 1 (705) 945-6700	705-636-7752
Facsimile	1 (705) 945-6701	705-636-0527
E-mail	<u>NOHFCfinancialservicesunit@ontario.ca</u>	cindy.filmore@townofkearney.ca

[Signature page follows]

D. Agreement to be Bound.

- (i) The parties to this Agreement acknowledge and agree that they have read it, understand it, have the authority to enter into it and agree to be bound by it. The signatories certify that they have the power and authority to bind the party on behalf of which they are executing this Agreement.
- (ii) This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed by electronic signature and delivered by facsimile or e-mail transmission, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The words "execution," "signed," "signature," and words of like import in this Agreement shall be deemed to include electronic signatures or the keeping of records in electronic form, each of which shall be of the same legal effect, validity or enforceability as a manually executed signature.

The Corporation of the Town of Kearney

By: _____ Date Signed: _____

Name (Print): _____ Title: _____

NORTHERN ONTARIO HERITAGE FUND CORPORATIONBy: _____ Date Signed: _____
John Guerard, Executive Director

**SCHEDULE A
TERMS AND CONDITIONS**

1. Interpretation

- 1.1. In this Agreement, the following capitalized terms have the meanings set out below:
- (a) "Contribution" means the conditional contribution payable by NOHFC to the Employer in accordance with this Agreement;
 - (b) "Eligible Candidate" means an individual who (i) is a graduate of a college or university from any country with qualifications in a field of study that is related to the employment offered by the Employer and is eligible to work in Canada, and (ii) not an immediate family member or relative of the Employer;
 - (c) "Eligible Costs" means the actual salary or wages paid to the Intern which were incurred by the Employer during the Work Term, but does not include:
 - (i) any benefits paid by the Employer including but not limited to: vacation pay; bonuses; gifts; termination or severance pay; expenses and allowances; and group medical, dental, or life insurance; Employer Health Tax (EHT); sick pay; and
 - (ii) the Employer's portion of statutory remittances, including but not limited to contributions to the Canadian Pension Plan and Employment Insurance (EI) premiums;
 - (d) "Intern" means an Eligible Candidate hired to fill the Position, and
 - (e) "Northern Ontario" means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming;
 - (f) "Position" means the internship position described in Schedule B;
 - (g) "Work Term" means the timing and duration of the Position set out in Schedule B. The Work Term may not commence prior to the date of the Employer's application to NOHFC in respect of this Agreement.
- 1.2. In the event of conflict between the provisions of the different components of this Agreement, the main body of this Agreement shall prevail over the Schedules, and Schedule A shall prevail over Schedule B.

2. Position and Hiring

- 2.1. The Employer shall fulfill its obligations under this Agreement with due diligence and in a businesslike manner. At all times, the Employer shall be responsible for (i) the identification and recruitment of Eligible Candidates, and (ii) the hiring, training, supervision and payment of the Intern. The Employer shall have provided (and shall

provide upon request) such information to the assigned project officer about the Intern as NOHFC may reasonably require (but not personal information, as defined in the Freedom of Information and Protection of Privacy Act, unless the disclosure of such personal information has been consented to by the prospective Intern) to satisfy NOHFC that the Intern meets the applicable eligibility criteria set out in the definition of Eligible Candidate, above. NOHFC has no responsibility for, no relationship with, and no liability for the actions of, any Intern.

- 2.2. The Employer agrees that it is responsible for recruiting Eligible Candidates through a fair selection process and will work through career centres of post-secondary educational institutions, where reasonably possible.
- 2.3. The Employer shall not alter any element of a Position (as described in its application for a Contribution) or permit or cause any other material change to the Position, without the prior written consent of NOHFC. NOHFC's consent shall not be withheld unreasonably.
- 2.4. The Employer shall notify NOHFC promptly when the Intern leaves the Position. If the Position becomes vacant for any reason prior to the end of the Work Term, the Employer must immediately notify NOHFC and indicate whether or not the Employer wishes to hire a replacement Intern for the Position. If the Employer wishes to hire a replacement Intern for the position, NOHFC will agree to contribute towards the replacement Intern's salary or wages, provided that all of the following conditions are satisfied:
 - (a) The Employer is not in default under this Agreement;
 - (b) The departing Intern has left the Position within the first 9 months of the Work Term;
 - (c) NOHFC is satisfied, in its sole discretion, that the Employer will offer the same suitable employment to the replacement Intern that was previously offered to the departing Intern;
 - (d) The Employer informs the assigned project officer promptly of a replacement Intern whom it wishes to hire, and NOHFC is satisfied, acting reasonably, that the replacement Intern is suitably qualified to fill the Position;
 - (e) The Employer shall have entered into a new written agreement with NOHFC with respect to a 52-week work term for the replacement Intern (the "Replacement Agreement") on substantially the same terms and conditions as this Agreement, with the following exceptions:
 - (i) the maximum aggregate amount of funding payable by NOHFC under the Replacement Agreement shall not exceed the maximum amount of the Contribution;
 - (ii) if the replacement Intern leaves the Position before the end of the replacement's work term, NOHFC will not provide funding for a subsequent Intern to fill the Position.

This Agreement shall terminate upon the entry into any such Replacement Agreement by NOHFC and the Employer.

Despite the foregoing, if the Employer wishes to hire a new intern for any position at any time, the Employer may submit a new funding application under the Northern Ontario Internship Program, which will be evaluated in the normal course in accordance with NOHFC's usual guidelines and criteria.

3. Contribution Conditions

- 3.1. NOHFC makes the Contribution on the basis of reimbursement for Eligible Costs incurred. On expiry or termination of this Agreement or termination of a Position, NOHFC may recover any excess of funds provided to the Employer and such amount is considered to be a debt immediately due and payable to NOHFC.
- 3.2. The amount of the Contribution paid to the Employer shall be used only to reimburse actual expenditures on Eligible Costs during the Work Term.
- 3.3. In no event will NOHFC be responsible for funding any cost overruns related to a Position.
- 3.4. Before advancing any part of the Contribution, NOHFC shall have received a completed electronic funds transfer information form which will enable NOHFC to deposit the funds into the Employer's designated bank account by way of electronic funds transfer.

4. Additional Assistance

- 4.1. The Employer shall notify NOHFC if the Employer receives additional assistance towards the cost of a Position from sources other than NOHFC. NOHFC may in its sole discretion reduce the amount of the Contribution by an amount equal to the amount of any new funding received by the Employer, to ensure that there is no duplication in funding.

5. Pre-disbursement Requirements

- 5.1. Prior to the first disbursement of the Contribution under this Agreement, the Employer shall provide to the assigned project officer: (i) copies of its resolution(s), by-law(s) or other documentation satisfactory to NOHFC, evidencing that the Position and the application for a conditional contribution have been properly authorised, and (ii) any additional authorisations identified in section D of the main body of this Agreement, "Specific Terms and Conditions", and (iii) the insurance certificate(s) or other documents provided for in section 9.

6. Default

- 6.1. If the Employer is in default under this Agreement or any other agreement between it and NOHFC, in its sole discretion NOHFC may recover any funds advanced or an amount equal to the advanced funds and may refrain from making further payments of the Contribution. The Employer agrees that if it is in default under this Agreement, NOHFC may refuse to consider any future applications by the Employer for NOHFC funding.
- 6.2. The following constitute events of default under this Agreement:
 - (a) the Employer becomes bankrupt or insolvent, goes into receivership, or takes the benefit of any statute relating to bankrupt or insolvent debtors, or in the sole opinion of NOHFC, otherwise faces other serious financial difficulty;
 - (b) an order is made or resolution passed for the winding up of the Employer, or the Employer is dissolved or in the sole opinion of NOHFC, the Employer ceases to operate;

- (c) the Employer has submitted false or misleading information to NOHFC, or otherwise makes a false representation in this Agreement;
- (d) the Employer has failed to perform one or more of its obligations under this Agreement; or
- (e) in the opinion of NOHFC, there is a material adverse change in risk.

7. Payment of Contribution

- 7.1. The Contribution will be paid semi-annually on a reimbursement basis. At the end of each 6-month period during the Work Term, the Employer shall submit to the assigned project officer a completed Request for Reimbursement (in the form of Schedule C hereto), including a Statement of Account, and any other semi-annual reports or deliverables required herein. A final payment at the end of the Work Term will not be made until NOHFC has received a final Request for Reimbursement (including Statement of Account) and a Final Report. "Statement of Account" and "Final Report" are described in subsections 7.4 and 7.5 below, respectively.
- 7.2. Subject to the terms and conditions of the Agreement, NOHFC shall issue a cheque in the Employer's name or deposit the Funds electronically into an account designated by the Employer in writing, provided that the account resides at a Canadian financial institution and is in the name of the Employer.
- 7.3. In the event of a debt owing to NOHFC by the Employer, the Employer shall pay the amount of the debt, if any, by cheque payable to the "Northern Ontario Heritage Fund Corporation" and the said cheque shall accompany the final Statement of Account.
- 7.4. Every Statement of Account required under this Agreement shall include:
 - (a) details of expenditures on Eligible Costs to date in the form set out in Schedule C;
 - (b) a statement that the Intern meets the applicable eligibility criteria set out in paragraph 1.1(b) and that all expenditures are in accordance with this Agreement;
 - (c) a signature by a person with signing authority for the Employer, verifying the information in paragraphs 7.4 (a) and (b) above; and
 - (d) if requested by NOHFC, original receipts or other evidence of payment of salary, wages and employee benefits, which upon request by the Employer may be returned to the Employer after the Statement of Account has been paid.
- 7.5. The Final Report shall be in the form set out in Schedule D to this Agreement.

8. Records and Monitoring

- 8.1. The Employer shall maintain financial records and books of account respecting the Position in accordance with generally accepted accounting procedures.

- 8.2. NOHFC and the Auditor General of Ontario and their employees and agents shall be allowed access to the Employer's premises and to the Intern's work site to inspect and assess the progress and results of the Position and the Position records, both during and following the term of this Agreement.
- 8.3. The Employer shall supply, on request, such information in respect of the Position and its results as NOHFC may require for the purpose of monitoring the Position or the Northern Ontario Internship Program.
- 8.4. If NOHFC or the Auditor General of Ontario believes that there are material inaccuracies in or inconsistencies between the Statements of Account and the Employer's financial records and books of account, NOHFC or the Auditor General of Ontario may request and the Employer must provide at its own expense an audit report from a public accountant licensed under the laws of Ontario. The audit report must be satisfactory to NOHFC in form and content and address:
- (a) NOHFC funds received to date;
 - (b) expenditures made to date;
 - (c) whether the expenditures were made in accordance with this Agreement; and
 - (d) other financial information pertaining to this Agreement as may be reasonably specified in the request.

9. Indemnity and Insurance

- 9.1. The Employer hereby agrees to indemnify and hold harmless Northern Ontario Heritage Fund Corporation and each of its officers, directors, advisors, agents, and representatives from and against any and all liability, losses, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Employer or otherwise in connection with the Agreement.
- 9.2. The Employer represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out obligations similar to the obligations required of the Employer under this Agreement would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than two million dollars (\$2,000,000) per occurrence. The policy shall include the following:
- (a) Northern Ontario Heritage Fund Corporation and each of its officers, directors, advisors, agents, and representatives as additional insureds with respect to liability arising in the course of performance of the Employer's obligations under, or otherwise in connection with, this Agreement;
 - (b) a cross-liability clause;

- (c) contractual liability coverage; and
 - (d) a thirty (30) day written notice of cancellation.
- 9.3. The Employer shall provide to the assigned project officer with valid certificates of insurance, or other proof as may be requested by NOHFC, that confirms the insurance coverage as provided in section 9.2. Upon the request of NOHFC, the Employer shall make available to NOHFC a copy of each insurance policy.
- 9.4. If the Employer is subject to the *Workplace Safety and Insurance Act, 1997*, the Employer is registered with the Workplace Safety and Insurance Board (WSIB), shall at all times throughout the employment of the Intern pay all amounts payable under the Act to the WSIB when they are due and, upon the request of NOHFC, shall deliver to NOHFC a copy of a current compliance certificate issued by the WSIB.

10. Compliance with Laws

- 10.1. The Employer shall, and shall require its directors, officers, partners, employees, agents, contractors and volunteers, if any, at all times to comply with any and all federal, provincial and municipal laws, ordinances, statutes, rules, regulations and orders applicable to the performance of this Agreement, the employment of the Intern and the Position. The Employer shall obtain, at its own expense, all permits from public authorities which may be required in connection with the performance of this Agreement, the employment of the Intern and the Position.

11. Information and Acknowledgement

- 11.1. The Contribution shall be acknowledged by the Employer on all reports, press releases, public statements, and publications pertaining to the Position or the Intern.
- 11.2. Subject to the *Freedom of Information and Protection of Privacy Act*, all information pertaining to the Contribution and the Employer's obligations under this Agreement is public information and may be released to third parties upon request.

12. Notices

- 12.1. Any notices to be given, and all reports and statements of account, and correspondence, under the provisions of this Agreement, shall be in writing and shall be given by personal delivery, prepaid registered mail, facsimile transmission, or courier service, and subject to change by either party with written notice, shall be addressed to the party at the address set out in this Agreement. Notices shall be deemed to have been effectively given on the date of delivery by personal service, facsimile transmission, or courier, or in the case of service by registered mail five business (5) days after the date of mailing.

13. Other Terms and Conditions

- 13.1. Corporate Changes. The Employer shall not alter its legal or corporate structure, ownership, control, financing or objects without the prior written consent of NOHFC. NOHFC's consent shall not be withheld unreasonably.

- 13.2. Assignment. The Employer shall not assign this Agreement, nor any part hereof, without the prior written approval of NOHFC. Such approval may be withheld by NOHFC in its sole discretion, or given on such terms and conditions as NOHFC may require.
- 13.3. Third Parties. The Employer shall take reasonable measures to ensure that its officers, directors, partners, employees, agents, contractors and volunteers shall be bound to observe the provisions of this Agreement.
- 13.4. Financial Assistance Only. This Agreement is not an employment agreement. This Agreement is a contract for conditional financial assistance only and nothing in it, or done pursuant to it, is to be construed as constituting the Employer as NOHFC's agent, employee, partner or joint venturer.
- 13.5. Waiver. The failure by NOHFC to insist in one or more instances upon the performance by the Employer of any of the terms or conditions of the Agreement shall not be construed as a waiver of NOHFC right to require future performance of any such terms or conditions, and the obligations of the Employer with respect to such future performance shall continue in full force and effect.
- 13.6. Force Majeure. A party to this Agreement shall not be responsible for failures in performance resulting from matters beyond the reasonable control of the party, including acts of God, riots or other civil insurrection, war, or strikes and lock-outs.
- 13.7. Severability. The invalidity or unenforceability of any provision of this Agreement or any covenant in it shall not affect the validity or enforceability of any other provision or covenant in it and the invalid provision or covenant shall be deemed to be severable.
- 13.8. Amendment. This Agreement may be amended only by written agreement between the parties. An amendment may (i) be prepared by NOHFC for signature by the Employer, or (ii) consist of a written request for one or more changes to this Agreement which the Employer submits to NOHFC by facsimile transmission ("fax"), e-mail or lettermail, and if approved without modification by NOHFC, has been signed or, in the case of e-mails, approved by NOHFC and faxed, e-mailed or mailed back to the Employer.
- 13.9. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.
- 13.10. Time is of the Essence. Time is of the essence in the performance of the obligations under this Agreement.
- 13.11. Entire Agreement. This Agreement, including the Schedules, embodies the entire agreement between the Employer and NOHFC with respect to its subject matter and supersedes any previous understanding or agreement, collateral, oral or otherwise, between them in the event of conflict.
- 13.12. Survival. The following provisions shall survive the termination or expiration of the Agreement: sections 2.0 - Position and Hiring, 7.0 - Payment of Contribution, 8.0 - Monitoring, 9.0 -Indemnity and Insurance, 11.0 - Information and Acknowledgement, and this subsection 13.12.

SCHEDULE B

POSITION DETAILS/JOB DESCRIPTION AND FINANCIAL INFORMATION

A. POSITION DETAILS/JOB DESCRIPTION – REFER TO SECTION E OF APPLICATION

JOB TITLE: Communications and Public Relations Coordinator Intern

JOB DESCRIPTION:

The purpose of the internship is to meet the communication needs of the growing municipality. The duties and responsibilities the intern will undertake during the placement are the following:

- Assist with Town communication protocols, including correspondence;
- Receive payments, issue receipts for over-the-counter payments as well as payments received by mail;
- Provide information and research on relevant issues, including funding opportunities, as requested.;
- Assist Committees (Economic Development, Community Events) as required;
- Receive, process and assist with Kearney Community Centre bookings;
- Support Records Management System based on TOMRMS protocols;
- Process Request for Proposal (RfPs), Request for Quotation (RfQs) and Tenders;
- Develop promotional materials for various departments;
- Create, develop, maintain the Town website and Social Media pages;
- Receive applications, prepare and issue Lottery Licenses, Driveway Access Permits, Trailer Licenses, Transfer Station Cards, Fire Permits, etc. and;
- Process Complaint Forms.

It is the intention of the organization to apply for Year Two funding for the intern to obtain their Association of Municipal Clerks and Treasurers of Ontario (AMCTO), Municipal Administration Program (MAP) designation.

B. FINANCIAL INFORMATION

START DATE	END DATE:
-------------------	------------------

# OF WEEKS	HOURS PER WEEK	HOURLY RATE	WEEKLY RATE	TOTAL WAGES	NOHFC CONTRIBUTION	NOHFC % OF ELIGIBLE COSTS*
52	40	\$21.00	\$840.00	\$43,680.00	\$31,500.00	72.12%

* **Note:** "NOHFC's % of Eligible Costs" is based on the weekly rate set out above. If the Employer pays the Intern more or less than that weekly wage, NOHFC will adjust the percentage accordingly so that in any event the maximum NOHFC contribution per week does not exceed the weekly rate set out above multiplied by the percentage set out above.

SCHEDULE C
Request for Reimbursement under the Northern Ontario Internship Program

This request for reimbursement form should be completed by the Employer and returned to the project officer assigned to the Employer by NOHFC. A Statement of Account must accompany this form. If this is a final request for reimbursement, then a Statement of Account and a Final Report (Schedule D attached) must accompany this request form.

General Information		Internship Claim	
NOHFC Number: 8503378		1st Claim <input type="checkbox"/>	Final Claim <input type="checkbox"/>
Job Title: Communications and Public Relations Coordinator Intern		Pay Period covered From: _____ To: _____	Pay Period covered From: _____ To: _____
Employment Start Date: _____		Last Date Intern Worked: _____	

Employer Profile	
Employer Name: The Corporation of the Town of Kearney	Contact Name: _____
Contact Number(s): _____	

Funding Calculations				
Maximum NOHFC Funding Approved: \$			Claims to Date: \$	
Claim Calculation (reference note below for eligible costs)				
Total Weeks Worked:	Total Hours per Week:	Hourly Rate Paid: \$	Weekly Rate Paid: \$	Total Paid (this claim): \$

Declaration by Employer	
<p><i>The undersigned hereby declares that all expenditures reported in this claim form are Eligible Costs under NOHFC's Internship program, as defined below. Funds provided by NOHFC shall be used solely by the undersigned for the reimbursement of salary costs incurred through the employment of the Intern under the Internship program. Evidence of reported expenditures will be provided if requested. The Employer has fulfilled all applicable terms and conditions of the Northern Ontario Internship Agreement between the Employer and NOHFC.</i></p>	
By: _____ Authorized Signature	_____ Date
_____ Name (Print)	_____ Title

- Note:** "Eligible Costs" means the actual salary or wages paid to an Intern, which were incurred by the Employer during the Work Term, but do not include:
- (i) any benefits paid by the Employer including but not limited to: vacation pay; bonuses; gifts; termination or severance pay; expenses and allowances; and group medical, dental, or life insurance; Employer Health Tax (EHT); sick pay; and
 - (ii) the Employer's portion of any deductions including but not limited to contributions to the Canadian Pension Plan and Employment Insurance (EI) premiums

For Office Use Only			
Eligible Costs on this Claim: \$	x	Percentage of Eligible Costs payable by NOHFC: %	= Amount Claimed from NOHFC: \$

SCHEDULE D
Final Report

NOHFC Project Number: 8503378

Employer: The Corporation of the Town of Kearney

Job Title: Communications and Public Relations Coordinator Intern

Please provide an assessment of the Internship program

Have the objectives of the Position been met? (Please use Schedule B as a reference)

What is the employment status of the intern hired under the program?

- Intern was hired by our organization

- The intern has secured employment at another organization:
 - In northern Ontario
 - Outside northern Ontario

- None of the above – please explain: _____

Supervisor signature: _____

Date: _____

Name (Print) _____

**NORTHERN ONTARIO HERITAGE FUND CORPORATION
ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION FORM**

*** to deposit funds into your account***

PROJECT NUMBER: 8503378

RECIPIENT NAME (the "Recipient"): The Corporation of the Town of Kearney

FINANCIAL INSTITUTION INFORMATION		
ACCOUNT HOLDER NAME		
FINANCIAL INSTITUTION		
FINANCIAL INSTITUTION ADDRESS		
CITY	PROVINCE	POSTAL CODE
TRANSIT # 5 DIGITS	BANK # 3 DIGITS	ACCOUNT # 7-12 DIGITS

Cheque Example:

00 1	: 1 2 3 4 5 008	: 1 2 3 4 5 6 7
TRANSIT #	BANK #	ACCOUNT #

I hereby authorize Northern Ontario Heritage Fund Corporation to deposit funds electronically, pursuant to the loan and conditional contribution agreement or conditional contribution agreement (as the case may be) between NOHFC and Recipient, into the bank account described above.

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

Attach one of the following displaying your legal name and account information:

- Void Cheque
- Signed or stamped bank letter

Please note:

- A signed EFT form with void cheque is required for each project before a disbursement is made.
- Payment notifications and details are issued to recipient via automated email:

Email Address: _____

Note: Bank counter cheques or cheques with hand written information are not acceptable.

**Please forward this form and void cheque to: Northern Ontario Heritage Fund Corporation
70 Foster Drive, Suite 200, Sault Ste. Marie, ON P6A 6V8**

OCT 19 2020



**Parry Sound
Ambulance Communication Service (ACS)**
West Parry Sound Health Centre
6 Albert Street, Parry Sound, Ontario - P2A 3A4
Tel: 705 746-4540 ext. 1329
Fax: 705 746-2726



www.wpshec.com

October 14, 2020

Clerk Administrator
Town of Kearney
Box 38
Kearney, ON
P0A 1M0

Enclosed, are two copies of the fire dispatch contract renewal with Parry Sound Ambulance Communication Service. Please note there has been a 2.0% fee increase. This agreement will expire on December 31, 2023.

Please sign and return both copies to me as soon as possible.

Should you have any questions or concerns, you may contact me at 705-746-4540 ext.1329.

Sincerely,

Bruce Armstrong
ACS Manager

FIRE DISPATCH AGREEMENT
(January 1, 2021 – December 31, 2023)

THIS AGREEMENT effective as of the 1st day of January 2021

BETWEEN:

THE TOWN OF KEARNEY
(hereinafter referred to as the Town)

AND:

WEST PARRY SOUND HEALTH CENTRE
(hereinafter referred to as the "Health Centre")

WHEREAS it is the intention of the parties to enter into an agreement for the provision of communication (call taking, alerting and dispatching) services to the Kearney Fire Department by the Parry Sound Ambulance Communications Centre (hereinafter referred to as the "ACS"), which is operated by the West Parry Sound Health Centre (hereinafter referred to as the "Health Centre"), under the authority of the Minister of Health (hereinafter referred to as the "Minister");

NOW THEREFORE WITNESSETH that in consideration of the mutual covenant and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

SERVICES PROVIDED BY ACS

1. (a) The ACS shall provide services under this Agreement in accordance with Schedule A of this Agreement.
- (b) Despite sub-clause 1(a), at any time during the term of this Agreement, the Minister shall be entitled to amalgamate the ACS with one or more other Central Ambulance Communications Centre.
- (c) Where the Minister intends to amalgamate the ACS in accordance with sub-clause 1(b), the Minister shall give the other party 90 days' notice of this intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communication Centre (hereinafter referred to as the "Amalgamated CACC").
- (d) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will be the Health Centre, the parties shall continue to act in accordance with this Agreement despite and subsequent to the amalgamation.
- (e) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will not be the Health Centre,
 - (i) the Town may terminate the Agreement at any time after receipt of such notice, in accordance with sub-clause 1(f),
 - (ii) at such time and in such manner as the Minister directs, the Health Centre shall,
 1. assign all of the rights and obligations of the Parry Sound ACS in respect of this Agreement to the Amalgamated CACC, at which time the provisions of this Agreement shall apply, allowing for the necessary changes, to the Amalgamated CACC as though it were the ACS; and
 2. transfer to the Amalgamated CACC all equipment at the Parry Sound ACS owned or purchased by the Town and used for the purposes of this Agreement;
 - (iii) immediately upon the assignment and transfer referred to in paragraph 1 (e) (ii), the Parry Sound ACS shall cease to have any rights or obligations in respect of the Agreement;
 - (iv) despite paragraph 1(e) (i) and paragraph 1(e) (iii), nothing in this sub-clause shall affect the obligations of the Health Centre and the Town under clause 14, clause 15, and clause 16, all of which shall survive. In addition, this paragraph shall survive the expiry or termination of this Agreement.

- (f) (i) Where the Town intends to terminate this Agreement under paragraph 1(e) (i), the procedure set forth in clause 9 and clause 10 shall not apply. Rather, the Town shall give the Health Centre 90 days' notice of its intention to terminate, after which time this Agreement shall automatically terminate.
- (ii) Where the Town does not give the notice referred to in paragraph 1(f) (i), this Agreement shall not terminate and the parties shall continue to act in accordance with this Agreement.

REPAIR AND MAINTENANCE OF EQUIPMENT

- 2. (a) Despite sub-clause 1 (a), the ACS may stop supplying some or all of the services set forth in Schedule A of this Agreement if the ACS cannot supply the services due to the mechanical or other similar failure of any equipment used by the ACS, regardless of the ownership of that equipment.
- (b) Where the ACS stops supplying services in accordance with sub-clause 2 (a), the Health Centre/ACS shall give notice forthwith to the Town of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Town and installed at the ACS by the Town. In the latter case, the Health Centre/ACS shall give the Town notice forthwith of the fact that it has stopped supplying the services and shall request that the Town repair the equipment as soon as practicable.
- (c) The Town shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Town and installed at the ACS. However, aside from the Town's repair and maintenance responsibility under this sub-clause, the Town shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
- (d) Where the equipment used by the ACS to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances,
 - (i) the Town will provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Town; and
 - (ii) the Health Centre shall provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Health Centre,

so that the ACS can continue to provide all services required of it under this Agreement as soon as reasonably possible.

SERVICES PROVIDED BY TOWN

3. The Town shall provide services in accordance with Schedule B of this Agreement.

JOINT STEERING COMMITTEE

4. (a) The parties shall establish a Joint Steering Committee (hereinafter referred to as the "Committee").
 - (b) The Committee shall be composed of representatives from the ACS (2), the Town (1), and the Kearney Fire Department (1) (appointed under sub-clause 5 (b)).
 - (c) The Committee shall act on each matter by a majority vote of its representatives, unless otherwise agreed to from time to time by such representatives or by the parties.
 - (d) The functions of the Committee shall be: to monitor this Agreement, including the services to be provided under it; to mediate in respect of disputes or other matters relevant to this Agreement that are brought before it by a party; and to consider and, where appropriate, to make recommendations on any matter relevant to this Agreement that is brought before it by a party.
 - (e) No decision, determination or suggestion by the Committee, including but not limited to any Committee mediation proposal and any recommendation in a Committee report, shall be binding on the parties.
 - (f) (i) The Committee shall meet at least once in every year during the term of this Agreement, but at any time a party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting to discuss any matter relevant to this Agreement.
 - (ii) The secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under paragraph 4 (f) (i). The time and location of the meeting shall be at the mutual convenience to the representatives on the Committee.
 - (iii) The Committee may, but is not required to, issue a report to the representatives on the Committee within such time as is agreed to by the representatives. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is mutually agreed to by the representatives.

PARTICIPATING FIRE DEPARTMENTS

5. (a) The fire service for which the ACS is to provide call taking, call alerting and dispatch services under this Agreement is the Kearney Fire Department.

- (b) For the purpose of sub-clause 4 (b), the Town shall appoint a representative on the Committee for the Kearney Fire Department. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the fire department and act as its sole liaison with the ACS, and the Committee.

ADMINISTRATIVE FEES

- 6. (a) The Town shall pay the Health Centre an administrative fee of **\$159.97 per month**, due and payable on December 31, 2021, December 31, 2022 and December 31, 2023.
- (b) If this Agreement is terminated under either sub-clause 1 (f) or clause 10, the fee payable under sub-clause 6 (a) shall be pro-rated to the date of termination.
- (c) The Health Centre shall send to the Town an invoice in respect of the amount owing for this at the end of each calendar year during the term of this Agreement and on the termination or expiry of this Agreement.

INVOICES

- 7. All amounts payable under this Agreement shall be paid no later than 60 days from the date when an invoice for such amounts has been sent to the party obligated to pay.

TERM AND RENEWAL

- 8. (a) This Agreement shall commence on January 1, 2021 and shall have a term of 3 years so that it will expire at 23:59 December 31, 2023, (hereinafter referred to as the "expiry date") unless terminated before that date under sub-clause 1(f) or clause 10.
- (b) Where a party wishes to renew this Agreement, that party shall give notice of such wish to the other party at least 90 days prior to the expiry date of this Agreement. Where such notice has been given, the parties may renew this Agreement on such terms and conditions as they may mutually agree on.
- (c) Despite any other provision of this Agreement, where no notice has been given under sub-clause 9 (b), this Agreement shall expire automatically on the expiry date.

- (d) This agreement shall be renewable at the end of the current term for a successive one-year term unless either party gives written notice of its intention not to renew 60 days before expiration of the current term.

PERFORMANCE, BREACH AND AMENDMENT

9. (a) Where a party

- (i) is dissatisfied with the performance under this Agreement of the other party, or
- (ii) considers that the other party is in breach of this Agreement, or
- (iii) wishes to amend this Agreement or any term of any Schedule of this Agreement,

that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.

- (b) Where a party gives notice to the Secretary under sub-clause 9 (a), and either paragraph 9 (a) (i) or paragraph 9 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the satisfaction of the party giving notice within 30 days of the issuance of the report issued under sub-clause 9 (d).
- (c) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under sub-clause 9 (a). The meeting time and location shall be of mutual convenience to the representatives on the Committee.
- (d) The Committee shall issue a report to the representatives on the Committee within 2 weeks of the meeting. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is agreed to by the representatives on the Committee.
- (e) Despite sub-clause 9 (a), all parties may mutually agree to amend any term of this Agreement, or any term of any Schedule of this Agreement, by a joint letter signed by all parties, rather than by the procedure set forth in this clause. The joint letter will be appended to, and shall form part of, this Agreement.

TERMINATION FOR CAUSE

10. Having regard to paragraph 9 (a) (i), paragraph 9 (a) (ii) and sub-clause 9 (b), where the performance or breach of a party is not corrected, to the satisfaction of the party giving notice, within 30 days of the issuance of the report under sub-clause 9(d), the party giving notice may terminate this Agreement by giving the other party 90 days notice of the party's intention to terminate, after which time this Agreement shall automatically terminate. Where no such notice is given, this Agreement shall continue in full force and effect.

EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION

11. (a) Where this Agreement has been terminated under sub-clause 1(f), or sub-clause 10 or has expired under clause 8, the Town shall remove from the ACS all equipment purchased or owned by the Town.
- (b) Where this Agreement has been terminated under sub-clause 1(f), or clause 9, the ACS shall send the Town an invoice for any amount owed by the Town to the ACS.

NOTICE

12. Any notice or other communication, with the exception of invoices (hereinafter referred to as a "notice") required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or by facsimile transmission.

Any notice shall be addressed or delivered, in the case of the ACS, to:

Chief Executive Officer
West Parry Sound Health Centre
6 Albert Street
Parry Sound, Ontario
P2A 3A4

and, in the case of the Town, to:

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

ACS AND AMALGAMATED CACC PERSONNEL AS EMPLOYEES OF THE HOSPITAL

13. (a) For the purpose of this Agreement, all ACS personnel shall at all times be deemed to be employees or agents of the West Parry Sound Health Centre, and not employees or agents of the Town.
- (b) Where the Minister amalgamates the ACS under sub-clause 1 (b), for the purposes of this Agreement all Amalgamated CACC Personnel shall at all times be deemed to be employees or agents only of the operator of the Amalgamated CACC, and not employees or agents of the Town. For greater certainty under this subclause, the employees or agents of the Amalgamated CACC shall be deemed to be the employees or agents of the Minister only where the Amalgamated CACC is operated by the Minister.

PROTECTION FROM CLAIMS

14. The Town shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Town, or by the Personnel of the Town, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused.

IN WITNESS WHEREOF the Parry Sound ACS and the Town have hereunto set their hands and seals.

For the West Parry Sound Health Centre/ Parry Sound ACS:

Kevin Fuchs, Board Chair

Witness-Print Name

Date Signed

Witness-Signature & Date

Donald Sanderson, Chief Executive Officer

Witness-Print Name

Date Signed

Witness-Signature & Date

For the Town:

Carol Ballantyne, Mayor

Witness - Print Name

Date Signed

Witness - Signature & Date

SCHEDULE A

Parry Sound ACS will provide:

- Call-taking and dispatching services as per the Kearney Fire Dispatch & Parry Sound ACS's Operational Guidelines
- Voice recording of telephone, radio and paging communications, if technically possible
- A pager testing program for the Department, performed upon request by the Department
- Parry Sound ACS will also continue to work together with the Town and the Department to develop policies and procedures with respect to call-taking and alerting the fire departments

SCHEDULE B

The Town will:

- Train all new staff and provide funding for such training, on how to call take, alert & dispatch fire departments
- Ensure that service area maps used by the ACS for call taking and alerting KEARNEY fire stations are always up to date
- Assist the Parry Sound ACS with the development of policies and procedures relating to call-taking, alerting & dispatching
- Maintain a current copy of the Town of KEARNEY Emergency Fire Service Plan and Program and provide training to the ACS dispatchers in its use

**FIRE DISPATCH AGREEMENT
(January 1, 2021 – December 31, 2023)**

THIS AGREEMENT effective as of the 1st day of January 2021

BETWEEN:

THE TOWN OF KEARNEY
(hereinafter referred to as the Town)

AND:

WEST PARRY SOUND HEALTH CENTRE
(hereinafter referred to as the "Health Centre")

WHEREAS it is the intention of the parties to enter into an agreement for the provision of communication (call taking, alerting and dispatching) services to the Kearney Fire Department by the Parry Sound Ambulance Communications Centre (hereinafter referred to as the "ACS"), which is operated by the West Parry Sound Health Centre (hereinafter referred to as the "Health Centre"), under the authority of the Minister of Health (hereinafter referred to as the "Minister");

NOW THEREFORE WITNESSETH that in consideration of the mutual covenant and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

SERVICES PROVIDED BY ACS

1. (a) The ACS shall provide services under this Agreement in accordance with Schedule A of this Agreement.
- (b) Despite sub-clause 1(a), at any time during the term of this Agreement, the Minister shall be entitled to amalgamate the ACS with one or more other Central Ambulance Communications Centre.
- (c) Where the Minister intends to amalgamate the ACS in accordance with sub-clause 1(b), the Minister shall give the other party 90 days' notice of this intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communication Centre (hereinafter referred to as the "Amalgamated CACC").
- (d) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will be the Health Centre, the parties shall continue to act in accordance with this Agreement despite and subsequent to the amalgamation.
- (e) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will not be the Health Centre,
 - (i) the Town may terminate the Agreement at any time after receipt of such notice, in accordance with sub-clause 1(f),
 - (ii) at such time and in such manner as the Minister directs, the Health Centre shall,
 1. assign all of the rights and obligations of the Parry Sound ACS in respect of this Agreement to the Amalgamated CACC, at which time the provisions of this Agreement shall apply, allowing for the necessary changes, to the Amalgamated CACC as though it were the ACS; and
 2. transfer to the Amalgamated CACC all equipment at the Parry Sound ACS owned or purchased by the Town and used for the purposes of this Agreement;
 - (iii) immediately upon the assignment and transfer referred to in paragraph 1 (e) (ii), the Parry Sound ACS shall cease to have any rights or obligations in respect of the Agreement;
 - (iv) despite paragraph 1(e) (i) and paragraph 1(e) (iii), nothing in this sub-clause shall affect the obligations of the Health Centre and the Town under clause 14, clause 15, and clause 16, all of which shall survive. In addition, this paragraph shall survive the expiry or termination of this Agreement.

- (f) (i) Where the Town intends to terminate this Agreement under paragraph 1(e) (i), the procedure set forth in clause 9 and clause 10 shall not apply. Rather, the Town shall give the Health Centre 90 days' notice of its intention to terminate, after which time this Agreement shall automatically terminate.
- (ii) Where the Town does not give the notice referred to in paragraph 1(f) (i), this Agreement shall not terminate and the parties shall continue to act in accordance with this Agreement.

REPAIR AND MAINTENANCE OF EQUIPMENT

- 2. (a) Despite sub-clause 1 (a), the ACS may stop supplying some or all of the services set forth in Schedule A of this Agreement if the ACS cannot supply the services due to the mechanical or other similar failure of any equipment used by the ACS, regardless of the ownership of that equipment.
- (b) Where the ACS stops supplying services in accordance with sub-clause 2 (a), the Health Centre/ACS shall give notice forthwith to the Town of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Town and installed at the ACS by the Town. In the latter case, the Health Centre/ACS shall give the Town notice forthwith of the fact that it has stopped supplying the services and shall request that the Town repair the equipment as soon as practicable.
- (c) The Town shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Town and installed at the ACS. However, aside from the Town's repair and maintenance responsibility under this sub-clause, the Town shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
- (d) Where the equipment used by the ACS to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances,
 - (i) the Town will provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Town; and
 - (ii) the Health Centre shall provide the ACS with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Health Centre,so that the ACS can continue to provide all services required of it under this Agreement as soon as reasonably possible.

SERVICES PROVIDED BY TOWN

3. The Town shall provide services in accordance with Schedule B of this Agreement.

JOINT STEERING COMMITTEE

4. (a) The parties shall establish a Joint Steering Committee (hereinafter referred to as the "Committee").
 - (b) The Committee shall be composed of representatives from the ACS (2), the Town (1), and the Kearney Fire Department (1) (appointed under sub-clause 5 (b)).
 - (c) The Committee shall act on each matter by a majority vote of its representatives, unless otherwise agreed to from time to time by such representatives or by the parties.
 - (d) The functions of the Committee shall be: to monitor this Agreement, including the services to be provided under it; to mediate in respect of disputes or other matters relevant to this Agreement that are brought before it by a party; and to consider and, where appropriate, to make recommendations on any matter relevant to this Agreement that is brought before it by a party.
 - (e) No decision, determination or suggestion by the Committee, including but not limited to any Committee mediation proposal and any recommendation in a Committee report, shall be binding on the parties.
 - (f) (i) The Committee shall meet at least once in every year during the term of this Agreement, but at any time a party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting to discuss any matter relevant to this Agreement.
 - (ii) The secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under paragraph 4 (f) (i). The time and location of the meeting shall be at the mutual convenience to the representatives on the Committee.
 - (iii) The Committee may, but is not required to, issue a report to the representatives on the Committee within such time as is agreed to by the representatives. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is mutually agreed to by the representatives.

PARTICIPATING FIRE DEPARTMENTS

5. (a) The fire service for which the ACS is to provide call taking, call alerting and dispatch services under this Agreement is the Kearney Fire Department.

- (b) For the purpose of sub-clause 4 (b), the Town shall appoint a representative on the Committee for the Kearney Fire Department. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the fire department and act as its sole liaison with the ACS, and the Committee.

ADMINISTRATIVE FEES

- 6. (a) The Town shall pay the Health Centre an administrative fee of **\$159.97 per month**, due and payable on December 31, 2021, December 31, 2022 and December 31, 2023.
- (b) If this Agreement is terminated under either sub-clause 1 (f) or clause 10, the fee payable under sub-clause 6 (a) shall be pro-rated to the date of termination.
- (c) The Health Centre shall send to the Town an invoice in respect of the amount owing for this at the end of each calendar year during the term of this Agreement and on the termination or expiry of this Agreement.

INVOICES

- 7. All amounts payable under this Agreement shall be paid no later than 60 days from the date when an invoice for such amounts has been sent to the party obligated to pay.

TERM AND RENEWAL

- 8. (a) This Agreement shall commence on January 1, 2021 and shall have a term of 3 years so that it will expire at 23:59 December 31, 2023, (hereinafter referred to as the "expiry date") unless terminated before that date under sub-clause 1(f) or clause 10.
- (b) Where a party wishes to renew this Agreement, that party shall give notice of such wish to the other party at least 90 days prior to the expiry date of this Agreement. Where such notice has been given, the parties may renew this Agreement on such terms and conditions as they may mutually agree on.
- (c) Despite any other provision of this Agreement, where no notice has been given under sub-clause 9 (b), this Agreement shall expire automatically on the expiry date.

- (d) This agreement shall be renewable at the end of the current term for a successive one-year term unless either party gives written notice of its intention not to renew 60 days before expiration of the current term.

PERFORMANCE, BREACH AND AMENDMENT

9. (a) Where a party

- (i) is dissatisfied with the performance under this Agreement of the other party, or
- (ii) considers that the other party is in breach of this Agreement, or
- (iii) wishes to amend this Agreement or any term of any Schedule of this Agreement,

that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.

- (b) Where a party gives notice to the Secretary under sub-clause 9 (a), and either paragraph 9 (a) (i) or paragraph 9 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the satisfaction of the party giving notice within 30 days of the issuance of the report issued under sub-clause 9 (d).
- (c) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under sub-clause 9 (a). The meeting time and location shall be of mutual convenience to the representatives on the Committee.
- (d) The Committee shall issue a report to the representatives on the Committee within 2 weeks of the meeting. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is agreed to by the representatives on the Committee.
- (e) Despite sub-clause 9 (a), all parties may mutually agree to amend any term of this Agreement, or any term of any Schedule of this Agreement, by a joint letter signed by all parties, rather than by the procedure set forth in this clause. The joint letter will be appended to, and shall form part of, this Agreement.

TERMINATION FOR CAUSE

10. Having regard to paragraph 9 (a) (i), paragraph 9 (a) (ii) and sub-clause 9 (b), where the performance or breach of a party is not corrected, to the satisfaction of the party giving notice, within 30 days of the issuance of the report under sub-clause 9(d), the party giving notice may terminate this Agreement by giving the other party 90 days notice of the party's intention to terminate, after which time this Agreement shall automatically terminate. Where no such notice is given, this Agreement shall continue in full force and effect.

EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION

11. (a) Where this Agreement has been terminated under sub-clause 1(f), or sub-clause 10 or has expired under clause 8, the Town shall remove from the ACS all equipment purchased or owned by the Town.
- (b) Where this Agreement has been terminated under sub-clause 1(f), or clause 9, the ACS shall send the Town an invoice for any amount owed by the Town to the ACS.

NOTICE

12. Any notice or other communication, with the exception of invoices (hereinafter referred to as a "notice") required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or by facsimile transmission.

Any notice shall be addressed or delivered, in the case of the ACS, to:

Chief Executive Officer
West Parry Sound Health Centre
6 Albert Street
Parry Sound, Ontario
P2A 3A4

and, in the case of the Town, to:

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

ACS AND AMALGAMATED CACC PERSONNEL AS EMPLOYEES OF THE HOSPITAL

13. (a) For the purpose of this Agreement, all ACS personnel shall at all times be deemed to be employees or agents of the West Parry Sound Health Centre, and not employees or agents of the Town.
- (b) Where the Minister amalgamates the ACS under sub-clause 1 (b), for the purposes of this Agreement all Amalgamated CACC Personnel shall at all times be deemed to be employees or agents only of the operator of the Amalgamated CACC, and not employees or agents of the Town. For greater certainty under this subclause, the employees or agents of the Amalgamated CACC shall be deemed to be the employees or agents of the Minister only where the Amalgamated CACC is operated by the Minister.

PROTECTION FROM CLAIMS

14. The Town shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Town, or by the Personnel of the Town, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused.

IN WITNESS WHEREOF the Parry Sound ACS and the Town have hereunto set their hands and seals.

For the West Parry Sound Health Centre/ Parry Sound ACS:

Kevin Fuchs, Board Chair

Witness-Print Name

Date Signed

Witness-Signature & Date

Donald Sanderson, Chief Executive Officer

Witness-Print Name

Date Signed

Witness-Signature & Date

For the Town:

Carol Ballantyne, Mayor

Witness - Print Name

Date Signed

Witness - Signature & Date

SCHEDULE A

Parry Sound ACS will provide:

- Call-taking and dispatching services as per the Kearney Fire Dispatch & Parry Sound ACS's Operational Guidelines
- Voice recording of telephone, radio and paging communications, if technically possible
- A pager testing program for the Department, performed upon request by the Department
- Parry Sound ACS will also continue to work together with the Town and the Department to develop policies and procedures with respect to call-taking and alerting the fire departments

SCHEDULE B

The Town will:

- Train all new staff and provide funding for such training, on how to call take, alert & dispatch fire departments
- Ensure that service area maps used by the ACS for call taking and alerting KEARNEY fire stations are always up to date
- Assist the Parry Sound ACS with the development of policies and procedures relating to call-taking, alerting & dispatching
- Maintain a current copy of the Town of KEARNEY Emergency Fire Service Plan and Program and provide training to the ACS dispatchers in its use

THE CORPORATION OF THE TOWN OF KEARNEY

STAFF REPORT

TO: Mayor and Council
FROM: Cindy Filmore
SUBJECT: Possible Federal Election
DATE: October 30, 2020

Recommendation:

WHEREAS the Council of the Corporation of the Town of Kearney has allowed Elections Canada to utilize the Kearney Community Centre for past Federal Elections;

AND WHEREAS COVID-19 has introduced the need for special considerations for public health and safety;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney will consider the use of certain portions of the Kearney Community Centre by Elections Canada if deemed necessary for an election.

Background

The Kearney Community Centre has been closed to the public since March 2020 due to COVID-19. Current protocols are that, in order to keep staff and the public safe, access by user groups and the general public is limited to allowing the Lions Club utilizing the gymnasium to store food drive items/supplies, to limited public attendance at meetings (meeting social distancing guidelines) and controlled entrance of service technicians for municipal equipment. With cleaning and disinfecting protocols strictly followed, we are able to ensure staff safety.

Considerations

The municipality has been contacted by Elections Canada due to the expectation that a federal election is a possibility.

In staff's estimation, this may be an attainable project if the following is considered:

- Separate entrance and exit doors would need to be used (i.e. voters would enter at one door and exit at a separate doorway)
- Elections Canada would supply all hand sanitizers, supplies and PPE for those involved
- The public would not be allowed to use washroom facilities or to access any other portion of the Community Centre
- Elections Canada workers would require washroom facilities and break facilities separate from the Town staff
- Town Staff would be required for the duration of the Election day (from set up to tear down).

For these reasons, Council may wish to consider the availability of the Council chambers/Seniors Room or the Gymnasium for the purpose of a Federal Election, should the need arise.

Respectfully submitted by:
Cindy Filmore

Payment #	Date	Vendor Name	Reference	Payment Amount
Bank Code: AP - GENERAL AP				
Computer Cheques:				
30148	2020-10-02	Abell Pest Control	Oct/20 Pest controll KCC	135.70
30149	2020-10-02	Aird & Berlis LLP	Legal fee-BCA/Emerg Order <i>BLDG DEPT</i>	539.01
30150	2020-10-02	Almaguin Highlands	Reserve for Ont Tel/Med Equip	500.00
30151	2020-10-02	Carol Ballantyne	Meeting Kms AHHC & Magnetawan	78.42
30152	2020-10-02	Bell Mobility Inc.	Bell cell phones Sept/20	88.56
30153	2020-10-02	Bell Canada	Sept/20 phone	668.41
30154	2020-10-02	Mike Brown	Trans Stn Kms M Brown	63.80
30155	2020-10-02	Drew Brown	Refundable entrance deposit	500.00
30156	2020-10-02	CRA - Receiver General	12208 5285 RP0001 <i>SEPT/20 REMITTANCE</i>	19,277.40
30157	2020-10-02	Conseil Scolaire Catholique	2020 3rd Q levy <i>SCHOOL BRD</i>	1,973.80
30158	2020-10-02	Conseil Scolaire Public	2020 3rd Q levy <i>SCHOOL BRD</i>	783.27
30159	2020-10-02	Cupe Local 1813	Sept/20 CUPE union dues	549.53
30160	2020-10-02	Dist. Parry Sound Soc. Ser.	2020 4th Q levy	81,033.36
30161	2020-10-02	Duncor Enterprises Inc	Pave-Loon/Hillside/Morris	94,912.20
30162	2020-10-02	Minister Of Finance (EHT)	Sept/20 EHT remittance	1,500.41
30163	2020-10-02	Fetterley's Gas & Convenience	P/W supplies <i>ALL DEPTS VEHICLE FUEL</i>	981.99
30164	2020-10-02	Fisher's Regalia	FD-Station wear	292.22
30165	2020-10-02	Generator Solutions	KCC Generator service	838.61
30166	2020-10-02	GIN-COR	P/W plow parts	2,380.20
30167	2020-10-02	Green Shield Canada	Oct/20 Green Shield	5,481.21
30168	2020-10-02	Hicks Morley	Legal fee-Human Resources	848.07
30169	2020-10-02	Huronian Alarm & Fire Security	KCC alarm mon- Oct-Dec/20	67.80
30170	2020-10-02	J.L. Richards & Assoc.Ltd	Zoning B/L mapping	3,835.37
30171	2020-10-02	Jones Motor Lines	Service Portables-TranStn	497.20
30172	2020-10-02	Aaron Lasby	P/W A Lasby licensing	145.75
30173	2020-10-02	M&L Supply, Fire & Safety	FD equipment	351.52
30174	2020-10-02	Manulife Financial	Oct/20 Manulife	2,165.37
30175	2020-10-02	Min Of Fin-Ontario	AUG/20 OPP	27,632.29
30176	2020-10-02	Munisoft	Admin trg-intro to GL	123.17
30177	2020-10-02	MPAC-Municipal Property Assmt	4th Q levy	14,282.05
30178	2020-10-02	Near North Dist. School Board	2020 3rd Q levy <i>SCHOOL BRD</i>	136,288.45
30179	2020-10-02	Near North Business Machines	Copier maint Oct/20 <i>ADMIN; LIBRARY</i>	184.86
30180	2020-10-02	Nipissing-Parry Sound Catholic	2020 3rd Q levy <i>SCHOOL BRD</i>	9,040.46
30181	2020-10-02	Novexco	office supplies <i>ALL DEPTS</i>	399.56
30182	2020-10-02	OMERS	Sept/20 OMERS remittance	11,611.88
30183	2020-10-02	Gaston Pouliot	Media system purchase <i>FIRE DEPT</i>	1,939.66
30184	2020-10-02	Purolator Inc.	Courier chgs	11.92
30185	2020-10-02	Schaefer Paul	Pumper Trg lunch & BBQ <i>FD</i>	45.78
30186	2020-10-02	T & M Training	P/W trg-veh wheel install	1,243.00
30187	2020-10-02	Tulloch Engineering Inc	Eng fees-Cashman Bridge	7,702.71
30188	2020-10-02	Workplace Safety & Ins.Board	Jul-Sept WSIR	6,071.49
30189	2020-10-06	Fork on the Trail	Lunch - <i>COUNCIL; STAFF - OCT 9/10 FULL DAY</i>	166.90
30190	2020-10-08	Corp. of the Town of Kearney	Demo permit-Mirror Bay gazebo	100.00
30191	2020-10-16	ACI-Accelerated Connections	Oct/20 internet <i>ADMIN; FD, PW</i>	375.58
30192	2020-10-16	Advanced Telecommunications	Telephone sys service	149.73
30193	2020-10-16	Annex Pub. & Printing Inc	FD Trg manual	126.57

Town of Kearney
List of Accounts for Approval
As of 2020-10-23
Batch: 2020-00053 to 2020-00056

Payment #	Date	Vendor Name	Reference	Payment Amount
30194	2020-10-16	Bell Canada	P/W Bell line repair	5,500.23
30195	2020-10-16	Bowman Fuels Ltd.	Sept/20 P/W veh fuel	2,923.76
30196	2020-10-16	Bray Motors Ltd.	P/W Chev - bulb	22.84
30197	2020-10-16	Mike Brown	Kallio Trans site kms	12.76
30198	2020-10-16	Matthew Clouthier	560 kms Sept/20 <i>BLDG DEPT</i>	324.80
30199	2020-10-16	Fetterley's Gas & Convenience	Vehicle fuel <i>ALL DEPTS</i>	601.15
30200	2020-10-16	Martin Filmore	Sept 11-29/20 kms <i>TRANS STN</i>	89.32
30201	2020-10-16	Fountain Tire (Huntsville) Ltd	Vehicle tires <i>P/W</i>	2,162.15
30202	2020-10-16	G.F. Preston Sales & Service	Excavator parts	94.13
30203	2020-10-16	Glen Martin Ltd.	KCC supplies	342.56
30204	2020-10-16	Huntsville Truck Repair	P/W repairs	2,080.46
30205	2020-10-16	Hydro One Networks Inc.	Oct/20 hydro	1,640.97
30206	2020-10-16	Jones Motor Lines	Service portables	1,819.30
30207	2020-10-16	Kearney/Perry Waste Management	JWM 4th Q levy	18,618.48
30208	2020-10-16	LAS-Local Authority Services	office supplies	91.55
30209	2020-10-16	M&L Supply, Fire & Safety	Fire fighter Boots	604.74
30210	2020-10-16	Muskoka Springs Inc	KCC 6 - water jugs	62.01
30211	2020-10-16	Noveltymann	Fire Dept - 12 t-shirts	230.52
30212	2020-10-16	Novexco	office supplies	131.08
30213	2020-10-16	Township Of Perry	FD trg lunch	14.54
30214	2020-10-16	Voided by the print process		0.00
30215	2020-10-16	Royal Bank Visa	<i>ALL DEPTS - RBC VISA</i>	3,036.34
30216	2020-10-16	Sands Canada Inc./Angus	First Response supplies	341.12
30217	2020-10-16	Schaefer Paul	Pumper Trg lunch	58.76
30218	2020-10-16	Spectrum Telecom Group Ltd.	FD-Oct Tower rent <i>INTERNET</i>	310.69
30219	2020-10-16	Telequip Systems Limited	P/W Oct/20 airtime	169.50
30220	2020-10-16	Telizon Inc	Oct/20 phone long dist	7.41
30221	2020-10-16	Waste Connections of Canada	Sept/20 recycling <i>METAL</i>	12,691.91
30222	2020-10-16	D.M. Wills Assoc.Ltd	Landfill monitoring	912.48
30223	2020-10-16	Wurth Canada Ltd	P/W shop supplies	390.58
30224	2020-10-20	Jeff Maki Trucking Inc.	Winter sand	40,792.50
Total for AP:				534,063.88

Moved by:

Seconded by:

Be it resolved that Council has received and have no objections to be noted for Cheque #30148 - # 30224 in the amount of \$ 534,063.88.

Mayor

Clerk/CAO/Treasurer

	A	B	M	O	Q	R	U
1	TOWN OF KEARNEY						
2	January to September 2020 Revenue and Expenditure Review						
3							
4							
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
11							
12	REVENUES						
13	Net Taxation Revenue						
14	020-001	Tax Levy - Set-up Taxes	3,627,571	3,764,728	3,741,666	23,062	Budget includes PILs, which have not yet been received
15	020-001	Tax Levy - Set-up Taxes- area rating	2,649	2,649	2,663	(14)	
16	020-003	Payments in lieu of taxes	22,594	-	-	-	
17	020-002	Supplementary Taxes	14,767	15,000	2,294	12,706	
18	032-060	Property Tax Write-offs	(7,253)	(8,000)	(6,491)	(1,509)	
19	020-201	Education Levy - English Public	(553,715)	(545,242)	(272,599)	(272,643)	2 quarterly payments recorded to end of September.
20	020-202	Education Levy - French Public	(2,896)	(3,133)	(1,567)	(1,566)	Per above.
21	020-203	Education Levy - English Separate	(38,016)	(36,162)	(18,081)	(18,081)	Per above.
22	020-204	Education Levy - French Separate	(7,159)	(7,895)	(3,948)	(3,947)	Per above.
23		Sub-total	3,058,542	3,181,945	3,443,937	(261,992)	
24							
25	Operating Grants						
26	021-001	Mun. Support - OMPF	697,400	729,400	547,050	182,350	3 of 4 quarterly payments received.
27	021-006	MMAH Small Rural Municipality unconditional grant	410,600	-	-	-	
29	021-023	OPP Detachment Revenue	1,070	1,000	1,775	(775)	
30	021-421	Provincial Offences Act Revenue	5,447	5,500	587	4,913	Expected to be below budget at the end of the year.
31	021-422	CSPT-prisoner transportation	2,349	1,951	488	1,463	3/4 of grant to be received in the fall.
33	021-441	CBO cost-share Magnetawan	108,712	115,850	78,628	37,222	Billed quarterly.
34	021-442	McMurrich/Monteith CBO services	-	14,625	-	14,625	Joint Council decision on sharing of revenue required before revenue can be recorded. Total for distribution = 28,718
35	021-502	Aggregate Resources Trust	4,698	3,020	3,293	(273)	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
37	021-601	Recycling/Hazardous Waste Grants	45,105	44,500	23,602	20,898	2 of 4 quarterly blue box recycling grants recorded to the end of September.
38	021-711	Elderly Persons Operating Grant	13,025	13,250	9,825	3,425	Grant application process delayed in 2020. Currently receiving same grant as prior year, some of which will have to be refunded re closure of KCC.
39	021-712	Elderly Persons Special Grant	9,360	10,027	10,027	0	20/21 grant application submitted in October and have requested funds to erect the gazebo in Lion's Park. Current balance represents 19/20 grant.
41	021-723	Senior's Community Grant	3,055	8,320	-	8,320	Re fitness classes.
42	021-811	Provincial Recreation Grant	4,100	-	-	-	
43	021-821	Provincial Water Works Grant	1,889	2,400	4,001	(1,601)	Received lump-sum distribution of maximum grant in 2020. Likely that a portion of the \$4,000 will have to be refunded based on actual expenditures incurred.
44	021-901	NOHFC - Youth Intern	-	-	-	-	NOHFC one-year grant approved subsequent to budget (72.12% of gross wages). Revenue to be recorded at year-end based on actual expenditures incurred.
47		Sub-total	1,306,809	949,843	679,276	270,567	
48		User Fees					
49	022-321	Tax Certificates	1,889	2,470	2,139	332	
50	022-322	Fax & Photocopy Revenue	214	180	47	133	
51	022-324	Tax Sale Fees & Proceeds	1,500	6,750	785	5,965	Anticipate completing additional tax sale proceedings before the end of the year.
52	022-401	Fire Department Miscellaneous Revenue	1,840	1,820	-	1,820	
53	022-441	Bldg Dept - Zoning Compliance	1,800	1,520	1,674	(154)	
54	022-442	Bldg Dept -Abandoned Permits	250	1,000	-	1,000	
55	022-443	Bldg Dept -Special Inspections	2,000	4,000	-	4,000	
56	022-491	911 Civic Number Signs	540	560	501	59	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
58	022-601	Transfer Station Tipping Fees/Other (scrap metal) Revenue	15,700	18,170	15,193	2,977	
59	022-810	Christmas Committee Revenue	660	600	-	600	
60	022-811	Kearney Dog Sled Races Revenue	21,969	21,100	21,227	(127)	
61	022-812	Regatta/Fireworks Revenue	12,388	16,174	37	16,137	Event not held.
62	022-813	Recreation Programs (budget includes reserve transfer)	7,021	10,980	-	10,980	Revenue = total expenditures will be recorded at year-end.
63	022-814	Swim Programs (budget includes reserve transfer)	560	-	-	-	
64	022-821	KCC Revenue	4,332	5,000	3,775	1,225	
65	022-841	Art Show Revenue	5,981	8,560	104	8,457	Event not held.
66	022-901	Planning Revenue	8,457	10,000	5,550	4,450	
67		Sub-total	87,100	108,884	51,031	57,853	
68		Licenses/Permits					
69	023-001	Lottery License Revenue	261	1,310	1,193	118	
70	023-002	Trailer Permits Revenue	2,160	2,160	4,320	(2,160)	YTD 2X historical permits.
71	023-003	Marriage Licence Revenue	875	710	-	710	
72	023-401	Fire Permits and Inspection Revenue	856	760	1,391	(631)	
73	023-441	Building Permits Revenue	86,398	75,340	128,236	(52,896)	Up significantly in 2020.
74	023-461	Dog Tag Revenue	150	250	27	223	
75	023-501	Entrance Permit Revenue	1,450	2,570	4,800	(2,230)	
76		Sub-total	92,150	83,100	139,967	(56,867)	
77		Rental Income					
78	024-821	Community Hall - Gym Rentals	3,713	2,000	543	1,457	Not likely to meet budget in 2020. Budget was based on a 2 month closure of the KCC.
79	024-822	Seniors Lounge	111	100	-	100	
80	024-823	MNR Room	11,366	10,144	7,949	2,195	2020 YTD represents the total fee for the year. Rental charge reduced based on actual usage of the MNR room.
81		Sub-total	15,189	12,244	8,492	3,752	
82		Donations					
83	025-501	Scarborough School Board Donation	10,000	10,400	-	10,400	Not yet billed.
84		Sub-total	10,000	10,400	-	10,400	
85		Interest					

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
86	026-001	Bank Interest	71,013	66,500	56,425	10,075	100% of GIC interest for the year has been recorded plus 9 months interest on bank balance. Should meet budget by the end of the year.
87	026-002	Interest On Taxes	45,338	32,000	27,289	4,711	Expected to be on budget for the year.
88		Sub-total	116,351	98,500	83,714	14,786	
89		Sales and Miscellaneous Revenue					
91	027-001	By-law Enforcement Revenue	46,870	-	-	-	
92	027-811	Centennial Committee Revenue	325	190	180	10	
93	028-001	Miscellaneous revenue	1,063	1,500	37,521	(36,021)	YTD includes 32,269 SRA sales which will be transferred to a reserve for recreation and culture at year-end. Account also includes 4,259 re sale of surplus capital assets.
94		Sub-total	48,258	1,690	37,701	(36,011)	
95							
96		TOTAL REVENUES	4,734,400	4,446,606	4,444,118	2,488	
97							
98		EXPENDITURES					
99		GENERAL GOVERNMENT					
100		Council Expenditures					
101	030-001	Council - Honorariums	50,400	50,400	37,800	12,600	
102	030-010	Council EHT & CPP	1,333	1,305	977	328	
103	030-020	Council - Sundry Expenses	4,061	4,000	416	3,584	
104	030-035	Council - Insurance	1,581	1,580	1,580	(0)	
105	030-040	Council - Training, Dues & Mileage Expense	3,204	3,000	1,929	1,071	
106	030-050	Council - Donations	3,045	2,600	400	2,200	
107		Sub-total	63,625	62,885	43,102	19,783	
108		Election Costs					

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
109	031-020	Election Expenses	193	200	-	200	
110		Sub-total	193	200	-	200	
111		Administration wages and benefits					
112	032-001	Administration wages and benefits	290,016	328,800	213,796	115,004	Budget includes 1/2 of shared Admin/Bldg position and addition of new hire commencing May 1. New hire started in September, and is currently being charged to economic development intern account.
114	032-701	Unfunded sick leave liability	495	-	-	-	
115	032-056	Human resources consultant	12,867	5,000	4,274	726	
116	032-002	Years of Service Awards-all departments	979	640	14	626	
117	032-003	Recognition Awards-all departments	1,000	1,000	-	1,000	
118		Sub-total	305,357	335,440	218,084	117,356	
119		General Government Operating Expenses					
120	032-020	Office Postage, Supplies and Sundries	8,678	8,900	5,959	2,941	
122	032-023	Computer and Equipment Maintenance	17,472	18,950	17,727	1,223	\$700 was included in budget re addition of debit terminal in 2020. Charges to the end of September for this service are \$1,033.
123	032-025	CGIS Expenses	7,450	9,000	7,553	1,447	
124	032-026	Advertising	1,843	2,000	526	1,474	
125	032-027	Association Dues	5,123	5,300	4,878	422	
126	032-030	Telephone	4,689	4,780	3,684	1,096	
127	032-031	Hydro	5,300	4,930	2,577	2,353	
128	032-035	Insurance - Administration	31,139	37,899	37,899	(0)	
129	032-036	Insurance - Deductible	-	5,000	-	5,000	
130	032-040	Training & Professional Development	4,061	5,000	1,320	3,681	
131	032-050	Property Assessment	56,927	57,128	42,846	14,282	3 of 4 quarterly payments recorded.
132	032-051	Contracted Services -Legal/Title Searches	6,864	11,000	4,143	6,857	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
133	032-052	MFIPPA/IPC Legal Expense	3,759	3,600	1,964	1,636	
134	032-057	CUPE Negotiation Costs - Legal/other	77	23,125	1,347	21,779	
135	032-053	Auditor	12,252	14,700	(244)	14,944	New quote has been received for 2020 - 2021 and increase was not as high as anticipated. Expect 2020 charges to be approximately 13,000.
136	032-054	Contracted Accounting	39,234	42,000	16,313	25,687	AMP work not yet started for year.
137	032-055	Contracted Engineering	4,158	5,000	-	5,000	
139	032-065	Bank Charges & Interest	4,895	4,900	2,940	1,960	
140	032-100	Mileage Expenses	429	400	104	296	
141	032-802	Land Expropriation	3,240	-	-	-	
142		Sub-total	217,591	263,612	151,536	112,076	
143		SUB-TOTAL GENERAL GOVERNMENT	586,766	662,137	412,722	249,415	
144		PROTECTION					
145		Policing					
146	042-020	Policing	335,688	331,593	193,431	138,162	Will be at budget by end of year.
147		Sub-total	335,688	331,593	193,431	138,162	
148		Fire and First Response					
149	040-001	Fire wages and benefits	41,451	48,140	33,443	14,697	
151	040-005	Deputy Chief	-	3,000	-	3,000	
152	040-003/ 040-040	Volunteer Compensation and Training	38,216	48,000	3,517	44,483	Annual calculation is performed for period ending October 31.
154	040-010	Volunteer WSIB, EHT	2,499	2,865	-	2,865	
155	032-058	UFCW Negotiation Costs - Legal/Other	271	22,440	583	21,857	
156	040-020	Administrative Expenses	3,567	4,000	2,076	1,924	
158	040-022	Public Education/Prevention	1,251	3,000	-	3,000	
159	040-023	Repeater Tower & Dispatch Services	4,883	5,230	2,517	2,713	
160	040-025	Equipment Maintenance	10,749	10,000	6,769	3,231	
161	040-030	Telephone	811	830	542	288	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
162	040-031	Hydro/Heat	7,886	7,710	3,663	4,047	
163	040-032	Building Expenses	1,253	3,000	1,666	1,335	
164	040-035	Fire Dept - Firefighters and General Insurance	20,504	20,543	20,543	0	
166	040-041	Joint Training Officer	16,682	16,682	12,511	4,171	3 of 4 quarterly payments recorded.
167	040-042	Uniforms	3,023	4,400	404	3,996	
168	040-060	MNR Fire Agreement	6,855	7,000	6,958	43	
169	041-021	First Response - Medical Supplies	1,433	2,000	1,517	483	
170	040-100	Vehicle Expenses	9,312	14,000	6,137	7,863	
171		Sub-total	170,647	222,840	102,845	119,995	
178		Building, By-Law & Animal Control					
179	044-001	Building Dpt. wages and benefits	203,645	215,900	149,210	66,690	
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. No related work performed to the end of September.
182	044-010	Building Dpt. staff recruitment / contracted services (shared)	-	-	-	-	
183	044-020	Building Department Office Expenses (TOK only)	588	1,700	570	1,130	
184	044-027	Building Department - Memberships (shared)	392	800	302	498	
185	044-040	Building Department - Training and miscellaneous costs (shared)	8,548	10,000	3,744	6,256	
186	044-041	Building Department - ITC adjustment on shared expenses	(90)	-	(74)	74	
188	044-057	Building Department Legal Expenses (shared)	2,415	5,000	4,482	518	
189	044-058	Building Department Legal Expenses (TOK only)	2,684	10,000	409	9,591	
190	044-100	Building Department - Mileage (TOK only)	5,447	6,000	5,002	998	
191	045-001	By-Law enforcement Wages	13,092	13,530	11,343	2,187	
192	045-020	By-Law - Expenses	3,026	5,400	1,891	3,509	
193	045-021	By-Law Property Cleanup	46,175	-	-	-	
194	046-020	Animal Control	1,625	1,657	1,175	482	
195		Sub-total	287,545	292,237	178,055	114,182	
196		Emergency Measurers					
197	049-020	Emergency Measurers Expenses	2,265	1,500	807	693	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
198		Sub-total	2,265	1,500	807	693	
199		SUB-TOTAL PROTECTION	796,144	848,170	475,138	373,032	
200		TRANSPORTATION					
201		PW - Overhead					
202	059-001	PW - Wages & Benefits holding account	352,639	461,420	305,750	155,670	Budget called for 1 new position commencing May 1. 2 new roads/facilities positions added in year, one commencing in August and the other in October.
204	050-020	Garage - Bldg & Equipment Supplies and R&M	15,692	13,000	10,382	2,618	
205	050-030	PW - Telephone & Radio	4,531	4,500	3,007	1,493	
206	050-031	Garage - Hydro/Heat	13,211	12,670	6,505	6,165	
207	050-035	PW - Insurance	18,401	19,424	19,655	(231)	
208	050-040	PW - Employee Expenses & Training	2,165	6,000	2,712	3,288	
209	050-050	PW - Road Needs Study	-	25,000	-	25,000	RFP issued in October.
210		Sub-total	406,639	542,014	348,010	194,004	
211		Public Works Equipment					
212	050-100	Public Works - All Vehicles Diesel Fuel	49,744	64,500	27,818	36,682	
213	050-105	2012 GMC Sierra - fuel, license and repairs	7,257	6,000	5,785	215	
215	050-115	License and Repairs - 2007 Sterling Tandem	8,650	5,000	2,827	2,173	
216	050-120	License and Repairs - 2008 Sterling Tandem	17,055	25,000	13,498	11,502	
217	050-121	License and Repairs - 2016 Freightliner	16,359	10,000	5,107	4,893	
218	050-122	License and Repairs - 2019 Ford 550	626	5,000	2,855	2,145	
219	050-123	License and Repairs - 2020 Freightliner	79	10,000	6,680	3,320	
220	050-125	Repairs - Sanding Unit for 1 Ton	1,414	1,000	-	1,000	
221	050-130	License and Repairs - 2010 Dodge Truck	2,342	-	-	-	
222	050-135	Repairs - Caterpillar Excavator	8,320	4,000	6,982	(2,982)	
224	050-145	Propane/Repairs - Equipment #5 Steamer	32	500	-	500	
225	050-155	Repairs - Grader	32,204	18,500	7,440	11,060	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
226	050-160	Repairs - John Deere Backhoe	9,782	-	5,120	(5,120)	Repair budget of \$6,000 is included in transfer station account, but actual repairs to end of May charged to PW.
227	050-160	Repairs - 2020 CAT Backhoe		1,000	543	457	
228	050-165	Repairs - Trackless sidewalk machine	2,552	4,000	998	3,002	
230	050-170	Repairs - Public Works Trailer	710	5,000	1,098	3,902	
231		Sub-total	157,124	159,500	86,751	72,749	
232		Roadways Maintenance					
234	051-020	Paved Rd - Cold Patch/Patching	4,271	6,000	4,847	1,153	
235	051-021	Paved Rd - Sweeping	733	7,000	608	6,392	
236	051-022	Paved Rd - Line Painting	11,364	7,000	7,123	(123)	
237	052-020	Unpaved Rd - Gravel	12,565	10,000	-	10,000	
238	052-021	Unpaved Rd - Dust Control	22,833	36,000	33,313	2,687	
240	052-023	Unpaved Rd - Armour Mtce Agreement	3,358	3,358	3,358	(0)	
241	053-020	Bridges & Culverts - Bridge Maintenance/Inspections	6,777	-	-	-	
242	053-021	Bridges & Culverts - Culverts	257	15,000	15,389	(389)	
244	054-020	Roadside - Mowing/Brushing	5,173	5,400	6,205	(805)	
245	054-021	Roadside - Signs	2,960	7,000	3,988	3,012	
246	054-023	Roadside - Guardrails	-	500	-	500	
247	055-020	Winter Ctrl - Sand & Salt	59,827	60,000	293	59,707	Expense is booked at year-end via inventory calculation.
249	056-020	Street Lights - Energy & Repairs	6,195	5,120	1,741	3,379	
250		Sub-total	136,313	162,378	76,867	85,511	
251		SUB-TOTAL TRANSPORTATION	700,076	863,892	511,628	352,264	
252		ENVIRONMENT					
253	060-001a	Transfer Station Contracted Services	1,946	-	-	-	
254	060-001b	Transfer Station Wages and Benefits	70,245	71,410	47,707	23,703	
257	060-021	Joint Waste Management	79,183	74,474	55,855	18,619	3 of 4 quarterly payments recorded.
258	060-022	BFI - Recycling Pick-up	89,940	91,740	71,351	20,389	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
259	060-023	BFI shingles/metal	8,935	9,110	4,542	4,568	
260	060-024	Transfer Station - Operating Expenses	3,277	4,200	5,102	(902)	
261	060-025	MNR Land Use Permits	154	173	173	0	
262	060-026	Hazardous Waste Days	9,436	9,620	12,580	(2,960)	
263	060-060	Repairs - John Deere Backhoe		6,000	355	5,645	YTD represents repairs after May. Balance of repairs in PW account above.
264	060-031	Transfer Station - Hydro and Phones	3,588	3,410	2,307	1,103	
265	060-100	Landfill Closure and Post-Closure	16,605	10,558	1,145	9,413	
267		SUB-TOTAL ENVIRONMENT	283,308	280,695	201,116	79,579	
268		HEALTH SERVICES					
269	070-020	North Bay/Parry Sound Health Unit	25,820	27,111	22,593	4,519	10 of 12 monthly payments recorded to end of September.
271	070-021	Ambulance	105,883	109,479	109,479	0	
272	070-022	V of BF - Almaguin Highlands Health Centre/Ontario Telemedicine Network Contribution	500	6,645	6,045	600	
275		SUB-TOTAL HEALTH SERVICES	132,203	143,235	138,116	5,119	
276		SOCIAL AND FAMILY SERVICES					
277	071-022	Eastholme - Levy	109,435	112,475	84,356	28,119	3 of 4 quarterly payments recorded.
278	071-025	DSSAB	161,499	162,067	81,033	81,034	2 of 4 quarterly payments recorded.
279	071-033	Seniors Room - One Time Grant Expenses	8,955	10,149	10,149	0	
280	071-032	Seniors Grant - Kearney expenses	3,300	5,000	4,368	632	
281		SUB-TOTAL SOCIAL & FAMILY SERVICES	283,189	289,691	179,906	109,785	
282		RECREATION & CULTURE					
283		Parks Department					
284	080-001	Parks - Grass Cutting wages and benefits	11,312	10,800	8,915	1,885	
285	080-020	Parks - Parks & Trails maintenance supplies	3,886	7,000	5,268	1,732	
286	080-025	Parks - Town Dock Hydro	415	370	359	11	
287	080-090	Parks - Lions Park / Rink net of revenue	3,240	3,000	3,884	(884)	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
288	080-035	Parks/Recreation Insurance	8,782	10,803	10,803	0	
289	080-100	Parks Vehicle - operating expenses	2,949	4,000	1,868	2,132	
290		Sub-total	30,585	35,973	31,098	4,875	
291		Recreation Programs					
292	081-001	Recreation - Swimming Wages & Benefits	3,016	-	-	-	
293	081-020	Recreation - Program Expenses	20,501	19,300	5,299	14,001	Fitness programs suspended in March re closure of KCC.
294	081-021	Recreation - Swim Program Expenses	246	-	-	-	
295	081-035	Recreation - Events/Mun Liability Insurance	810	810	810	-	
296	081-050	KCC Committee	4,147	5,000	-	5,000	
298	081-051	Christmas Festival Committee	3,642	5,000	66	4,934	
299	081-501	Dog Sled Races Expenses	24,371	21,100	21,318	(218)	
300	081-502	Regatta/Fireworks Expenses	13,261	16,174	-	16,174	Event not held.
301		Sub-total	69,994	67,384	27,493	39,891	
302		Community Centre					
303	082-001	KCC - Salaries and Benefits	134,616	148,490	52,262	96,228	Expected to be significantly less than budget for the year due to leave of absence.
305	082-020	KCC - Supplies and Maintenance Expenses	17,542	20,000	7,941	12,059	
306	082-021	KCC - Water Operations & Maintenance	1,440	2,400	670	1,730	
307	082-030	KCC- Cell Phones	428	420	133	287	
308	082-031	KCC - Hydro/Heat	16,282	15,630	9,645	5,985	
309	082-035	KCC - Insurance	5,196	4,671	4,671	(0)	
310	082-040	KCC - Employee Expenses and Training	4,317	4,500	931	3,569	
311		Sub-total	179,820	196,111	76,254	119,857	
312		Library					
313	083-020	Library Levy	25,434	24,400	24,400	-	
314	083-021	Library Operating Expenses	2,438	2,490	1,585	905	
315		Sub-total	27,872	26,890	25,985	905	
316		Cultural Services					
317	084-020	Art Show Expenses	6,372	9,020	-	9,020	Event not held.

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
318		Sub-total	6,372	9,020	-	9,020	
319		SUB-TOTAL RECREATION & CULTURE	314,643	335,378	160,830	174,548	
320		PLANNING AND DEVELOPMENT					
321	090-001	Planning wages and benefits	70,101	74,640	50,219	24,421	
322	090-020	Planning expenses	743	2,000	203	1,797	
323	090-021	Update Official Plan / Zoning	-	5,400	-	5,400	
324	090-022	LPAT Planning Appeals	1,540	7,000	4,597	2,403	
325	091-001	Economic Development wages and benefits	2,916	-	988	(988)	New intern position in 2020, currently being charged to economic development account. Position was budgeted in Admin salaries, with no offsetting budgeted grant.
326	090-051	New Development Net Expenses (Revenue)	-	(1)	5,611	(5,612)	
328	091-020	Economic Development miscellaneous expenses	3,433	3,500	1,331	2,169	
329		SUB-TOTAL PLANNING & DEVELOPMENT	78,733	92,539	62,949	29,590	
330							
331		Total Expenses	3,175,062	3,515,738	2,142,406	1,373,332	
332							
333		TRANSFERS FROM (TO) RESERVES RE OPERATING ACTIVITIES					
338	029-001 (031-900)	From (To) Election Reserve	(2,240)	(2,240)	(2,240)	-	
339	029-001 (031-901)	From (To) CUPE Reserve	-	15,900	-	15,900	Transfers from reserve are generally booked at year-end, when actual related expenditures are known. Transfer will be based on CUPE negotiation costs incurred.
340	029-001 (031-902)	From (To) UFCW Reserve	-	15,000	-	15,000	To be booked at year-end re UFCW negotiations.
341	029-001 (031-904)	From (To) Sick Leave Reserve	(20,000)	(6,628)	(6,628)	-	
342	029-001 (031-903)	From (To) Modernization Funding Reserve	(410,600)	-	-	-	
343	029-001 (081-900)	From (To) Dog Sled Reserve	2,402	-	-	-	
344	029-001 (081-902)	From (To) Regatta Reserve	1,673	800	800	-	
345	029-001	From (To) KCC Reserve	(185)	-	-	-	
346	029-001	From Economic Development Reserve	3,623	-	-	-	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
347	029-001 (032-900)	From (To) To Recreation and Culture Reserve	9,027	-	-	-	All proceeds from shore road allowance sales are transferred to reserve earmarked for recreation and culture purposes at year-end.
348	SUB-TOTAL FROM (TO) RESERVES RE OPERATING ACTIVITIES		(416,300)	22,832	(8,068)	30,900	
349							
350		Total Revenues	4,734,400	4,446,606	4,444,118	2,488	
351		Less: Total Expenses	(3,175,062)	(3,515,738)	(2,142,406)	(1,373,332)	
352		Add: Net from (to) Reserves re Operating Activities	(416,300)	22,832	(8,068)	30,900	
353		Net Operating Income	1,143,039	953,700	2,293,644	(1,339,944)	
354							
355							
356		CAPITAL TRANSACTIONS - SOURCES OF FUNDING					
357		Grants, Deferred Revenue and Miscellaneous Capital Revenue					
358	028-003	Asset sale proceeds/insurance proceeds	90,752	-	-	-	
360	021-004	Clean Water&Wastewater Grant-Fire and Lions septic & well	29,150	-	-	-	
363	021-005	Main St Revitalization Grant	38,668	305	305	0	
364	025-401	KVFD/1st Response Equipment Donations	18,000	-	-	-	
368	021-504	OCIF - Formula-based funding	-	238,347	-	238,347	Use for bridge costs to be recorded at year-end.
372	021-002	Gas Tax Deferred Revenue	-	220,034	-	220,034	Use for bridge costs to be recorded at year-end.
373	028-801	Parkland Deferred Revenue - Public Recreation Purposes	10,990	74,559	-	74,559	Use for boat ramps to be recorded at year-end.
374		Sub-total	187,560	533,245	305	532,940	
375		Transfers from Reserves for Capital Purposes					
376	029-001	Capital Asset Reserve	-	-	-	-	
377	029-001	Modernization Funding Reserve		76,625	-	76,625	Use for KCC facility investigation to be recorded at year-end.
383	029-001	Bridge and Culvert Reserve		347,405	-	347,405	Use for bridge costs to be recorded at year-end.
384	029-001	Ralph Bice Wilderness Centre Reserve	-	9,373	-	9,373	
385						-	
387		Sub-total	-	433,403	-	433,403	
388		Total sources of funding - capital transactions	187,560	966,648	305	966,343	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
389							
390		USES OF FUNDING					
391		Net Long-term Debt Repayments					
394	040-723	Principal - 2007 E-One Pumper/Tanker Loan	7,671	5,144	-	5,144	Loan repayments are charged to interest account only over the course of the year, and are reallocated between principal and interest at year end.
395	040-724	Interest - 2007 E-One Pumper/Tanker Loan	5,523	8,050	6,597	1,453	
404	050-728	Principal - West Bay Road Bridge	12,607	13,034	-	13,034	
405	050-729	Interest - West Bay Road Bridge	2,350	1,923	11,218	(9,295)	
408		Sub-total	28,151	28,151	17,815	10,336	
409		Capital Expenditures					
410	032-800	Capital Equipment - Administration	-	76,625	39,998	36,627	YTD costs relate to the KCC facility investigation.
414	032-801	Capital - Clean Water/Wastewater Fund-Firehall and Lion's Park well&septic	49,239	-	-	-	
417	040-800	Fire Dept - Capital Purchases	82,898	44,168	31,917	12,251	To end of September, all but 1,000 budgeted items have been completed.
425	044-800	Building Dept - Capital Purchases		-	-	-	Vehicle purchase expected in November.
426	050-801	Capital - PW building and equipment	397,864	176,722	177,767	(1,045)	To end of September, all budgeted items have been purchased.
427	050-802	Capital Road Construction	43,167	85,260	3,900	81,360	An additional 85,472 recorded in October re Duncor work.
428	050-802	Road relocation (Clam)	61,203	-	-	-	
429	050-803	Bridges & Culverts Capital	18,449	1,300,000	69,429	1,230,571	YTD = engineering costs.
431	080-800	Trail Development	659	-	-	-	
432	080-801&803	Boat Ramps & docks special projects	10,990	228,515	236,440	(7,925)	All budgeted projects completed.
433	080-027	Ralph Bice Committee expenditures	-	9,373	-	9,373	
434	080-802	Parks Capital	-	-	-	-	
435	080-804	Lion's Park Capital	6,715	-	-	-	
441	080-805	Main St. Revitalization Initiative expenditures	38,668	427	427	0	
442	080-806	Capital - Island Lake Parking Lot		-	4,946	(4,946)	Intending to recoup via local improvement charge. Costs incurred will be offset by amount to be recovered in future, which will be recorded at year-end.
443	082-800	KCC Capital	1,771	12,124	11,773	351	

	A	B	M	O	Q	R	U
5	Account #	Description	2019 Actual	2020 Budget	2020 YTD at September 30, 2020	Under (Over) 2020 Budget	Comments as of September 30, 2020
445	090-051	New Development Net Expenses (Revenue)	(31,971)	40,502	-	40,502	2020 expense to relieve inventory if appropriate will be recorded at year-end.
446		Sub-total	679,653	1,973,716	576,596	1,397,120	
447		Transfers to Reserves for Capital Purposes					
448	032-900	Provision for Working Capital Reserve	-	6,667	6,667	-	
449	032-900	Provision for Capital Asset Reserve	2,775	-	-	-	
450	032-900	Provision for Building Reserve	100,000	150,000	150,000	-	
451	040-900	Fire Dept. Truck Reserves	50,000	50,000	50,000	-	
452	040-900	To Fire - Air Bottle Fill Station Reserve		10,000	10,000	-	
453	040-901	To Fire/ First Response Reserve	-	-	-	-	
454	040-900	To Fire - Air Pack Reserve		5,000	5,000	-	
455	050-900	To Bridges & Culverts Reserve	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	5,000	-	
458	081-902	To Regatta Band Shelter Reserve (re Trillium Requirement)	800	800	800	-	
462		Sub-total	698,480	327,467	327,467	-	
463							
464		Net Long-term Debt, Capital and Reserve Expenditures	(1,218,724)	(1,362,686)	(921,573)	(441,113)	
465							
466		Overall Budget					
467							
468	018-001	Prior Year Surplus (Deficit)	484,671	408,986	408,986	(0)	
469		Net Operating Income	1,143,039	953,700	2,293,644	(1,339,944)	
471		Net Capital and Reserve Expenditures	(1,218,724)	(1,362,686)	(921,573)	(441,113)	
472							
473		Net Income (Deficit) (must = 0 for balanced budget)	408,986	0	1,781,058	(1,781,057)	
474							

CHIEFS REPORT

October 27th, 2020.

Training

We have had two medical practices covering burns and CPR and defib. We have had three Fire practices working on our blitz fire nozzles and tanker shuttles. We have also had a truck check night. Following all precautions possible during training.

As well I am keeping Firefighters up to date on the ever changing COVID19 updates.

Fire Prevention

I am trying to update messages on our Facebook page. I have dropped off some smoke alarms and extinguisher to the radio station in return for fire safety messages. As well as being available for public inquiries.

Equipment

All equipment is running well at this time. We are replacing some leaking ball valves on the tanker. As well I have to send another valve out to be rebuilt. We have managed to keep the trucks in service while sorting out the necessary repairs. All equipment is in service.

We had a water filtration issue at the firehall and with the help of Ross had it resolved in a timely manner.

We have relocated the dry hydrant to 518 across from Beven's Road on the town portion of road. I have met with Kearney Public Works on site and have formulated a game plan to install the dry hydrant at this location. I have all the parts in the hall and have to purchase the glue. I am also looking for one more location as I have the parts for another hydrant in the firehall.

We have had several major calls this past month fifteen medical calls and three fire calls this past month.

I have attended two Chief's meetings, two council meetings, union negotiations.

I have contacted Emergency dispatch and OPP in regards to the Cashman bridge closure. As well had several meetings with Burks Falls Fire Chief and Burks Falls dispatch to work out all the details, as well as keep Parry Sound dispatch informed of the decisions.

I am participating on COVID 19 information calls, as well as implemented a new tracking sheet in the Firehall for COVID trying to follow the latest updates received.

I can be reached on my cell at 705 571 3761 or at the Firehall or via email.

Stay Safe

Sincerely,

A handwritten signature in black ink, appearing to read 'PS', is written over the word 'Sincerely,'.

Paul Schaefer

Fire Chief, Town of Kearney

REPORT TO COUNCIL

Oct 27th, 2020.

To: Members of Council
From: Paul Schaefer Fire Chief
Re: New Firefighter

Overview: The Town of Kearney has received an application from Cheryl Smyth for a position on Kearney Fire and Emergency Services. Cheryl has expressed an interest in a dispatch position. Cheryl has recently relocated to Kearney and has dispatch experience in the trucking industry. Cheryl has expressed an interest to join Kearney Fire and Emergency Services.

Recommendation: That Council accept the application from Cheryl as a Dispatcher for the Town of Kearney and Five station automatic aid calls. Pass the appropriate resolution of council accepting her as a new member to Kearney Fire and Emergency Services.

Submitted for your consideration.

Brenda Fraser

From: Cindy Filmore
Sent: October 5, 2020 12:52 PM
To: Brenda Fraser; Ross Gattozzi
Subject: FW: Lions Club Outdoor Rink 2020/2021

Cindy Filmore

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

From: PAUL STOYAN
Sent: October 5, 2020 12:10 PM
To: Cindy Filmore <cindy.filmore@townofkearney.ca>
Subject: Lions Club Outdoor Rink 2020/2021

Hello Folks at the Town of Kearney!
Meg Stoyan here.
Hope this finds you and your families healthy and safe.

Just wanted to plead my case for the outdoor rink at the Lions Club Park for the upcoming season.

Given the high percentage of working from home and studying from home people in the area, the outdoor rink is one of the few fitness activities available to youth and seniors (like myself!) during this challenging time. The fact that it is outdoors, proximate, available and accessible makes it all the more useful and functional. Such an outdoor activity encourages people of all ages who are cooped up to get outside, get exercise and be safe. It is beneficial to both physical and mental health, and helps the family dynamic giving members something to do individually or with their family members.

Also, the Armour Ryerson and Burk's Falls Memorial Arena will not be opening this season. The Huntsville Summit Centre has only the Don Lough rink open at this time for private rental which is inside, costly and a drive, particularly in the dark.

In previous years, we've really enjoyed the rink and truly appreciated all of your hard work to keep it up and running.

Many thanks for your kind consideration.

Best Regards,

Meg Stoyan and Family

Office of the Mayor
Rodger Bonneau

October 7, 2020

Sent via E-mail

Re: Cannabis Production

Dear Ministers, Members of Parliament, and Members of Provincial Parliament,

Please be advised that the Council for the Corporation of the Township of Asphodel-Norwood passed the following resolution at its regular meeting of September 22, 2020:

Motion No. 239/20 | Moved by: Councillor Walsh | Seconded by: Deputy Mayor Burt

WHEREAS the Ontario Federation of Agriculture has adopted the position that licenced cannabis production for medical and/or recreational-use purposes should be considered a farming activity;

AND WHEREAS the Government of Canada introduced Bill C-45 (the Cannabis Act) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession;

AND WHEREAS Section 7 of the Cannabis Act requires that any person who intends to submit an application for a licence for cultivation, a licence for processing, or a licence for sale that authorizes the possession of cannabis must provide written notice to: a) The local government, b) The local fire authority, and c) The local police force or the Royal Canadian Mounted Police detachment responsible for providing policing services to the area in which the site is referred to in the application;

AND WHEREAS Section 35(1) of the Act requires a holder of a licence for cultivation, a licence for processing, or a licence for sale that authorizes the possession of cannabis to provide a written notice to the local authorities within 30 days of issuance, amendment, suspension, reinstatement or revocation of a licence and provide a copy of said notice to the Minister; and

FURTHER BE IT RESOLVED THAT the Township of Asphodel-Norwood requests a governing body in cannabis production that:

1. Takes a unified approach to land use planning restrictions;
2. Enforces the regulations under the Cannabis Act on behalf of the licencing agency and ensures local authorities are in fact provided with notification of any licence issuance, amendment, suspension, reinstatement, or revocation within their region;
3. Communicates more readily with local governments; and
4. Provides local governments with more support.

AND FURTHER BE IT RESOLVED THAT the Township of Asphodel-Norwood will forward this motion to the following partners: All municipalities in Ontario, the MP and MPP of Northumberland-Peterborough South, the MP and MPP of Peterborough-Kawartha, the Minister of Agriculture, Food and Rural Affairs, and the Minister of Agriculture and Agri-Food with the request that they enact legislation to support local governments with land use management and enforcement issues.

Thank you for your time and consideration.

Sincerely,



Rodger Bonneau, Mayor
Township of Asphodel-Norwood

- c. E. Hardeman, Minister of Agriculture, Food and Rural Affairs
M. Bibeau, Minister of Agriculture and Agri-Food
D. Piccini, MPP Northumberland-Petrborough South
P. Lawrence, MP Northumberland-Petrborough South
D. Smith, MPP Peterborough –Kawartha
M. Monsef, MP Peterborough-Kawartha
All municipalities in Ontario

Brenda Fraser

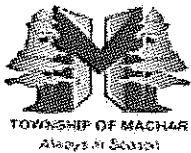
From: Brenda Paul <bpaulmachar@vianet.ca>
Sent: October 19, 2020 2:46 PM
To: 'Administrator'; 'Beth Morton'; Brenda Fraser; 'Brenda Paul'; 'Caitlin Haggart'; 'Carling Township'; Cheryl Marshall; 'Clerk'; 'Clerk'; 'Clerk'; 'Craig Jeffery'; 'Don McArthur'; 'John Theriault'; 'Judy Kosowan'; 'Kris Croskery-Hodgins'; 'Lori West'; 'Maureen Lang'; 'Michelle Hendry'; 'Nancy Austin'; 'Nicky Kunkel'; 'Rebecca Johnson'; 'Tammy Wylie'; 'Maryann Weaver'
Subject: FW: Drive Test Centre Sundridge
Attachments: Drive Test Sundridge.pdf

Good afternoon everyone:

Below and attached please find an email and correspondence sent to MPP Norm Miller. We were recently very surprised and concerned to learn of the permanent closure of the Drive Test Centre in Sundridge. Having the service available in our community is extremely important to our citizens and residents. We're hopeful that you will also be concerned and ask that support requesting the Drive Centre be re-opened be sent directly to MPP Norm Miller with a copy to us for our information. We thank you for your consideration, and hope that you're all doing well.

Best Regards,

Brenda Paul, AMCT, Clerk Administrator
Township of Machar, 73 Municipal Rd N, Box 70, South River, ON POA 1X0
Phone 705-386-7741, Fax 705-386-0765 www.machartownship.net



Individuals who submit letters and other information to Council and its Committees should be aware that any personal and/or other information contained within their communications may become part of the public record and may also be made available through the agenda process.

From: Brenda Paul [mailto:bpaulmachar@vianet.ca]
Sent: October 19, 2020 1:40 PM
To: 'Miller, Norm' <norm.miller@pc.ola.org>
Subject: Drive Test Centre Sundridge

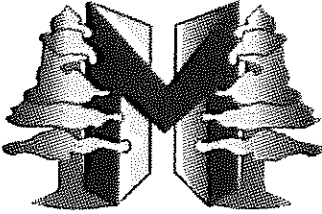
Good afternoon:

Please find correspondence attached regarding the Drive Test Centre permanent closure in Sundridge for your attention.

Thank you,

*Brenda Paul, AMCT
Clerk Administrator
Township of Machar*

Individuals who submit letters and other information to Council and its Committees should be aware that any personal and/or other information contained within their communications may become part of the public record and may also be made available through the agenda process.



TOWNSHIP OF MACHAR
www.machartownship.net

October 19, 2020

MPP Norm Miller
26 James St
Parry Sound, ON
P2A 1T5

Via email: norm.miller@pc.ola.org

Dear Mr. Miller:

Re: Drive Test Centre in Sundridge Permanent Closure

The permanent closure of the Drive Test Centre in Sundridge has recently been brought to our attention. The Drive Test Centre in Sundridge is the only Drive Test Centre available locally to our residents. The permanent closure of the Sundridge Centre means our citizens will need to travel a significant distance to Parry Sound, Huntsville or North Bay for this service.

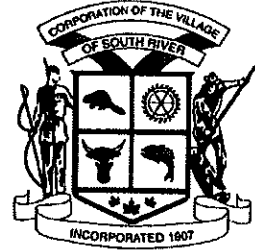
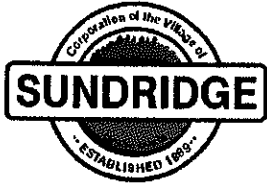
This is a great disservice to our residents. The number of people accessing the service in Sundridge support the need. Additionally, the lessons of Covid-19 have demonstrated the need for services locally to minimize transmission and limit overcrowding of public spaces. We request the Sundridge Drive Test Centre be re-opened immediately. We await your reply.

Yours truly,

Lynda Carleton

Mayor

c District of Parry Sound Municipalities
District of Parry Sound Municipal Association



October 16, 2020

Mr. Norm Miller,
MPP Parry Sound-Muskoka
26 James Street
Parry Sound,
Ontario P2A 1T5

c.c. Daniel.Geisel@Serco-na.com

RE: Drive Test Closure in Sundridge

Dear Mr. Miller:

We write to you in regard to the closure of the Sundridge Drive Test site and the impact it has on the residents, businesses and our respective Fire Departments.

We are certain when the Province privatized driver licensing the private sector made assurances about keeping the service accessible to Ontarians. Unfortunately as time passes the private sector will withdraw services from the less populated areas and concentrate them in cities. It appears Drive Test has used the excuse of COVID 19 to permanently close the one day per week location in Sundridge.

This is negatively impacting our communities by limiting opportunities for new drivers to obtain their driver's license as well as drivers required to renew their license. Our rural seniors are significantly disadvantaged as their licensing requirements now require them to travel a considerable distance to receive the service in North Bay or Huntsville. Commercial drivers need to spend more time away from their businesses and jobs at a real cost to their livelihood and our economy.


Our volunteer firefighters were able to complete both their written and practical examinations locally. This service reduction now requires the fire department to remove a fire apparatus from service for an entire business day for the road test. When combined with losing two available responding firefighters this puts our communities at unnecessary risk.

Although we recognize the challenging times we are currently in, it needs to be noted that this site was busy on that one day per week. Appointment bookings were usually a month ahead.

We urge the Province of Ontario to reinstate the Drive Test satellite location in the Village of Sundridge one day per week. This will help all residents, commercial and fire departments drivers in our region with their licensing requirements.

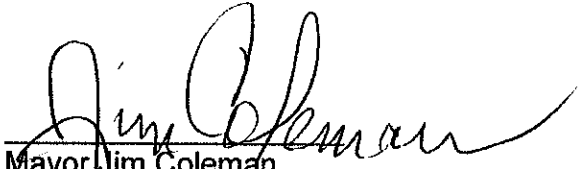
We would like to thank you in advance for your consideration into this important public service for our region. This is an urgent matter and would be more than happy to discuss this issue with you further if you require more information.

Respectfully,



Mayor Lyle Hall
Sundridge

Village of Sundridge
110 Main Street, P.O. Box 129
Sundridge, Ontario, P0A 1Z0
705- 384-5316
naustin@sundridge.ca



Mayor Jim Coleman
South River

Village of South River
63 Marie Street, P.O. Box 310
South River, Ontario, P0A 1X0
705- 386-2573
clerk@southernriverontario.com

District of Parry Sound



Social Services
Administration Board

Chief Administrative Officer

Quarterly Report

October 2020

Mission Statement

“We are committed to the provision and promotion of services that assist individuals in attaining an optimum quality of life and that contribute to the well-being of the community.”

ADMINISTRATION - Tammy MacKenzie, CAO

As the weather is starting to change it has been a nice transition time for me to join the PSDSSAB team. It has been a “whirlwind” of a start but I am in good hands with the staffing team and Board. As my learning curve is getting further down the path I thought I would highlight what I’ve been up to the past few weeks.

On August 31st we had the pleasure of hosting a tour and roundtable with The Honorable Steve Clarke, Municipal Affairs and Housing Minister and our local MPP Norm Miller. By all accounts it was very positive and more information will be provided later in this report.

I have attended all NOSDA meetings and received a very warm welcome from the other CAO’s. The discussions have been very fulsome and detailed which is great learning for me. I am very pleased to hear that we will be working on a strategic and operational plan for the NOSDA group and that a meeting with Federal Minister Hussen is looking promising. I am sure this will enable me to “get up to speed” in a timely manner. The NOSDA AGM was held virtually with much success. I’ve also met with a number of the CAO’s privately as a way to more informally introduce myself and build strong working relationships. They were very interested in my healthcare background and I’ve already been “volunteered” for some mental health and addiction discussions that are upcoming. I am looking forward to being an active participant in this group.

In regards to OMSSA, I’ve attended a private orientation with their Executive Director, Doug Ball which was very helpful. I’ve also participated in an OMSSA Income and Employment Support Summit, their Annual General Meeting and two Leadership Tables where we reviewed draft policy briefs on Draft Policy Brief’s: Child Care and Early Years Services, Housing and Homelessness Services and Income and Employment Services in Ontario.

If there are any benefits to this new “restricted” world we live in is that for us in the north having conferences, trainings, meetings etc. facilitated virtually has enabled us to be involved in a more fulsome manner. OMSSA is hosting a virtual Mental Health forum for two days at the end of October which we are able to have 22 staff members participate in from their desks. As I know you are aware, Mental Health is a very important issue for both our staff and clients and being able to provide this learning opportunity to so many staff will have an exponential benefit to our workplace.

As highlighted later in this report, we are still providing much needed immediate support to our community through the Social Services Relief Fund. Having the ability to put financial support towards community responses and provide immediate support to individual clients has highlighted the strength our community has during this time of COVID-19.

By all reports we are approaching or are in a second wave of COVID-19. Our district has been very fortunate to have a low number of cases but this doesn’t mean that we can become complacent. In response to this we have tightened up our COVID-19 response in the workplace. We now have “active screening” at all PSDSSAB administration buildings. This is operationalized though ensuring that all visitors are logged and participate in COVID-19 screening. We have done something similar for staff who participate in “passive” screening daily if they are entering a PSDSSAB place of work. We have moved to having those staff who can work at home do so and have created cohorts for staff who rotate into the office along with requiring masks. We have a number of staff who are always “client facing” such as our childcare and shelter staff. For these staff we continue to have heightened cleaning protocols and ample PPE to support safety.

In the month of October, we plan to launch a flu shot campaign for both staff and clients. We have partnered with Parry Sound District EMS Paramedicine staff who will be administering flu vaccines to our staff in their place of work and our clients within our housing units if they so choose to participate. We are hoping for a 75% vaccination rate of our staff!

Our government is unveiling plans to build a more responsive, efficient and person-centered social assistance system that will get people back to work and help the economy recover from the COVID-19 crisis. As part of the first-phase of the social assistance recovery and renewal plan the province will be focusing on improved access to employment and training services, developing new digital tools and modern service options, and ways to process financial assistance faster.

The recovery and renewal plan builds upon what provinces and municipalities have learned throughout the COVID-19 outbreak and the need to fundamentally change ways of doing business. The first phase of the social plan, to roll out over the next few months, is focused on:

- Improving access to employment and training services for social assistance clients, including people with disabilities
- New digital tools and service modernization, with an easy-to-use online application
- A centralized intake process that reduces paperwork, giving Caseworkers more time to support clients through crisis and helping them get back to work
- Making financial assistance processing faster, while strengthening program integrity

In recognition of their unique needs and priorities, the province will work with First Nations partners on a separate plan to renew social assistance in First Nations communities.

These changes will transform the system so that it provides better support for our most vulnerable, allows frontline staff to focus on results for people rather than paperwork, and helps people get back to work and contribute to building a thriving Ontario economy.

The key initiative I want to make you aware of is around Centralized Intake and Risk Based Eligibility Reviews. The Ministry is beginning to prototype and moving towards a Centralized Intake model beginning at the end of October, which is based on our work and our leadership in the development of our Risk Based Intake model. Because of our leadership, the Ministry has asked us to be a part of the Joint Project Team and take part in the development and piloting of this initiative.

We will work with the Ministry to centralize and automate financial assistance intake and initial eligibility decisions. This means that intake for new applicants to Ontario Works who apply using the new Social Assistance Digital Application (SADA) will be automated by using data from provincial, federal and third-party sources and supported by a central team instead of being processed primarily through our local office. Intake for some of our Ontario Works applicants will continue to be processed at our local offices for those who may be assessed as requiring additional verification or assistance.

As the weeks move on I will be booking time with staff teams as COVID-19 has really impacted me being able to meet staff in person. I also plan to book time with each of you this fall so that I can better understand the individual needs of the communities you serve.

HUMAN RESOURCE MANAGEMENT - Danielle Villeneuve, Manager

Moving into fall, the HR department is busy keeping up with recruitment, legislated training, and all things COVID-19. The health, safety and well-being of our employees during this time is paramount, as is supporting our departments to provide the needed services to the community. We continue to review policies and practices to accomplish this within the “new normal” of a COVID-19 world.

COVID-19 Employment Legislation

On September 3, 2020, the Ontario Government made two announcements that impact employers. The Temporary Layoff Exemption was extended to January 2, 2021. This means that an employer that has temporarily laid off a non-unionized employee for COVID-19 related reasons can continue to have the employee remain off work until January 2, 2021 (extended from September 4, 2020), without triggering termination and severance pay obligations under the Ontario Employment Standards Act, 2000 (ESA) 1. The employee is deemed to be on an Infectious Disease Emergency Leave. The DSSAB has not done any layoffs due to COVID-19.

The other announcement “Leave For Parents Who Remain at Home to Provide Childcare”, stipulates that an employee who chooses not to send a child back to school due to a concern about COVID-19, and provides child-care as a result, is entitled to Infectious Disease Emergency Leave. This means the employee is eligible for an unpaid leave of absence and to the same benefits and protections afforded under other ESA leaves, including benefit continuation during the leave period. We have not had any requests for Infectious Disease Emergency Leaves.

Service Milestones

This quarter we celebrated the following service milestones:

35 years of service: 1 employee	25 years of service: 1 employee
20 years of service: 3 employees	15 years of service: 2 employees
10 years of service: 2 employees	5 years of service: 2 employees

Emotional Intelligence Corner

Building Emotional Awareness: Noticing and understanding emotions in oneself is considered one of the four key ingredients of emotional intelligence (Davies, Stankov & Roberts, 1998). According to Charoensukmongkol (2015), mindfulness can help one develop emotional intelligence, by increasing people's understanding of their own emotions. Since the practice of mindfulness involves noticing one's current thoughts and feelings without judgment or interference, one learns to observe different emotional states. In line with this notion, Feldman, Hayes, Kumar, Greeson, and Laurenceau (2007) found that mindfulness is positively correlated with increased clarity of feelings, attention to feelings, and lower distraction. Just as intellectual intelligence is manifested through reading and learning, emotional intelligence can be fostered through mindfully attending to current emotional states. *PositivePsychology.com*

We welcome and congratulate individuals who are new employees of the DSSAB or employees who have changed positions temporarily or on a permanent basis.

We also wish a very fond farewell to Lisa Moore, our HR Director, as she begins her retirement after 32 years at the DSSAB. Lisa will be greatly missed!

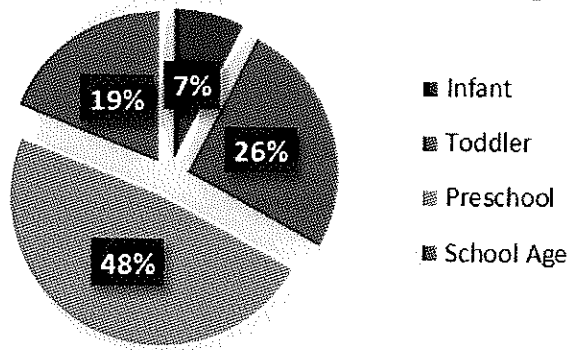
Congratulations

DIRECTLY OPERATED CHILD CARE PROGRAMS - Brenda Wiltshire, Manager

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District July 2020						
Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubee ELCC	HCCP	Total
Infant (0-18m)	0	0	4	6	7	17
Toddler (18m-30m)	9	11	8	18	12	58
Preschool (30m-4y)	13	15	18	26	37	109
School Age (4y-12y)	19	0	1	0	23	43
# of Active Children	41	26	31	50	79	227

Percentage of Children By Age Group



DIRECTLY OPERATED CHILD CARE WAITLIST BY PROGRAM



The Directly Operated Early Learning and Child Care Centres have fully re-opened their spaces as of September 1st as part of the provincial Safe Re-Opening phase. Fairview Early Learning and Child Care Centre in Powassan was able to relocate some After School Program spaces to Mapleridge Public School and accommodate families that were unable to access after school care at St. Gregory’s Catholic School due to strict cohorting regulations. Most families have returned to a child care program and vacant spaces can now be offered to families on the waitlists.

Inclusion Support Services

Inclusion Support Services Stats for August 2020						
Age Group	EarlyON	Licensed Early Learning & CCC's	Total	Waitlist	New Referrals	Discharges
Infants (0-18m)	0	0	0	0	0	0
Toddlers (18m-30m)	2	1	3	1	1	0
Preschool (30m-4 y)	16	25	41	5	1	2
School Age (4y+)	18	25	43	0	0	3
TOTAL	36	51	87	6	2	5

Inclusion Support Services is now able to support families attending an EarlyON program encouraging them to participate in the many virtual activities taking place. The Resource Teachers have been busy supporting families and children as they prepare to transition to school.

EarlyON Child and Family Programs

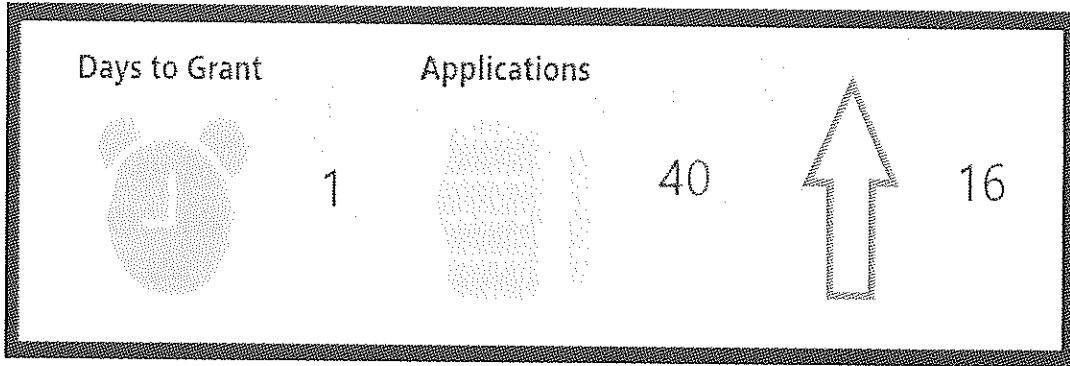
Re-Opening plans are underway for the three main EarlyON sites (Parry Sound Hub, South River, and Burk's Falls). Each location will offer programming Mondays, Wednesdays, and Fridays from 9:30am-12:00pm. Families will need to register prior to attending and all families will be required to complete a Self-Assessment Screen and temperatures will be taken at arrival to a program. Registration will be limited based on the ability to maintain physical distancing and enhanced cleaning and disinfection will be in place. All adults attending the program will be required to wear a face mask and the program facilitators will be wearing a face mask and eye protection.

The re-opening of the 13 satellites will be determined with each community partner and based on the ability to adhere to the strict health and safety protocols as well as staff availability.

Virtual programming through the EarlyON Facebook page will continue to better support families that are not able to attend a program in person.

ONTARIO WORKS - Jeff Degagne, Manager

Applications August 2020



**Data from the Social Assistance Performance Report and Tracking Impacts of COVID-19 report

We saw an increase to amount of applications in August. There were 20 Ontario Works and 7 Emergency Assistance Applications that were processed of the 40 received. Average days to grant was 0.7 days.

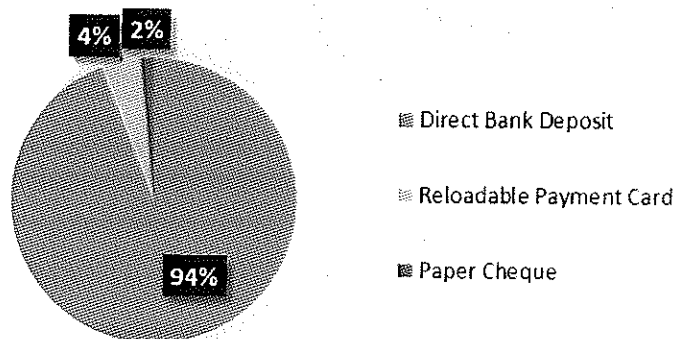
MyBenefits

We are now at nearly **12%** of the caseload registered with the MyBenefits web service, **up 2% from July**.

DBD Enrollment

We remain steady with 94% of the caseload registered for Direct Bank Deposit.

**Payment Receipt Method
August 2020**



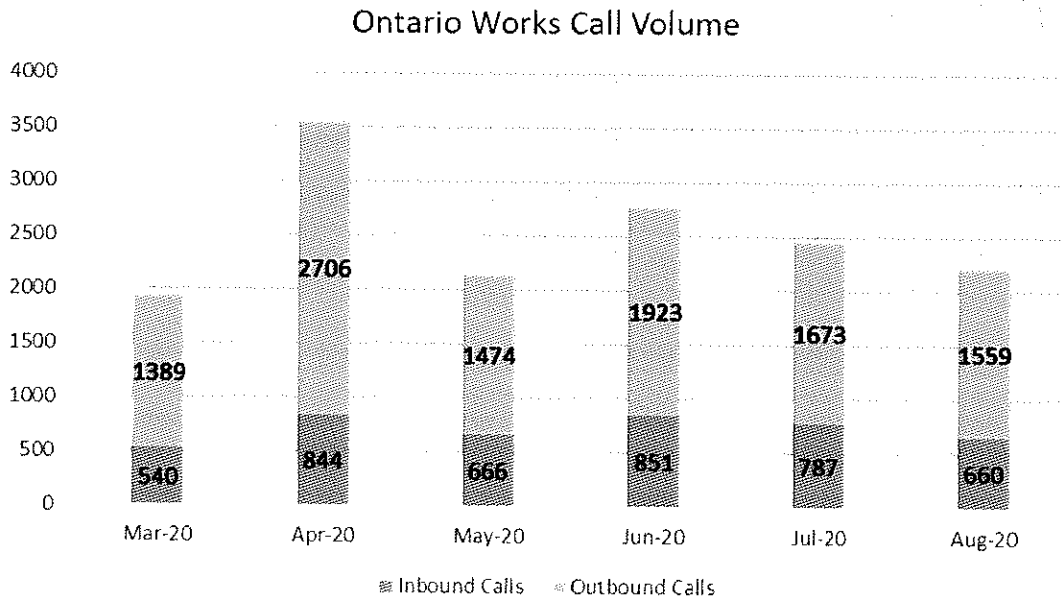
CHPI Spending - Social Assistance

Our CHPI spending in August was slightly down from July 2020, but was up over this same period last year.

	Community Homelessness Prevention (CHPI) Applications August 2020	Amount Spent	Community Homelessness Prevention (CHPI) Applications August 2019	Amount Spent
Parry Sound	OW-4 ODSP-5	\$8,140.41	OW-7 ODSP-5	\$6,786.73
South River	OW-7 ODSP-3	\$6,986.96	OW-5 ODSP-1	\$6,021.14
TOTAL	OW-11 ODSP-8	\$15,127.37	OW-12 ODSP-6	\$12,807.87

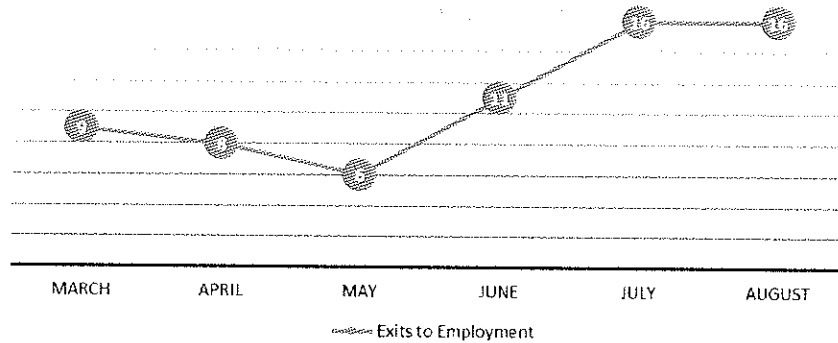
Although our CHPI spending for Social Assistance was slightly down from July, we did see an increase from August 2019 and a small increase in the clients served.

Ontario Works Call Volume Statistics



Call volume for Ontario Works Case Workers remained steady in August. This accounts for nearly 270 hours of time spent responding to client requests, completing Participation Agreements and Assessments, and Wellness Checks among other things.

Exits to Employment



We continued to remain steady in supporting people moving to employment with another 16 people exiting. As well, we are seeing a decline in the OW Caseload, which is normal for the time of year. CERB and a continued re-opening of the economy are other factors to account for this year. The August Labour Market Group Jobs Report showed 163 job postings, which is significantly higher than the current 5-year July average of 142.

Virtual Launch of FIIT Case Management Tool

When our in person official launch for our FIIT Case Management tool was postponed due to the start of the pandemic, we worked with the team at Clark Communications to have a Virtual 'Soft' Launch in August. Staff were finally able to see the final logo and branding concepts of the system that was chosen based on their input and ideas. Below are some images of the final design:

We find the best fit when we work together.

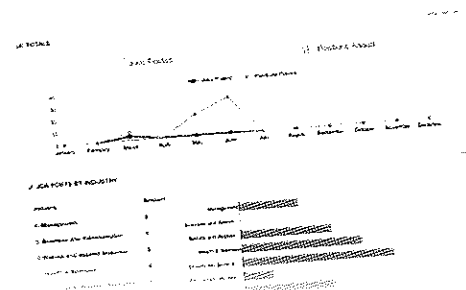
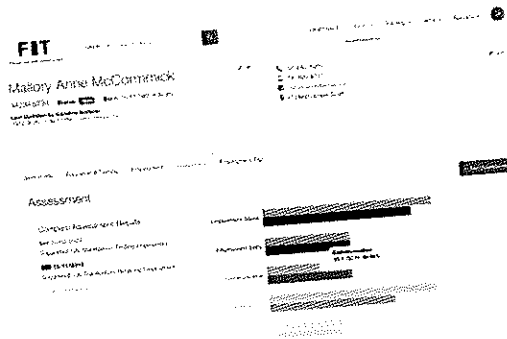
Parry Sound has a new web-based software that makes working together to match people with training and employment easy and efficient. FIIT suggests matches based on a person's assets to help ensure a successful outcome – and it can connect with your existing system so finding the best fit is stress free.



Flexible, Integrated, Innovative Tool

KEY BENEFITS

- Keeps an inventory and suggests matches for all available training and jobs
- Allows agencies to track clients' progress along the job continuum
- Create custom reports
- Tailor to your organization's requirements and workflow



Flexible, Integrated, Innovative Tool



Resumption of Income Reporting

In August, the Ministry announced the resumption of Income Reporting expectations for the September payrun. MCCSS had suspended this program expectation at the start of the pandemic. This is the first big piece of regular business of those that have been suspended to resume. We expect more pandemic mitigation strategies to be lifted over the next several months, including Eligibility Verification Process (EVP).

CERB to EI Transition

We had been anticipating a surge of applications for Social Assistance due to the end of the Canadian Emergency Response Benefit (CERB). The Federal Government announced that CERB would be extended an additional 4 weeks to 28 weeks with a transition to a simplified Employment Insurance program beginning September 27, 2020. The new measures will be in place for one year. EI Eligibility Requirements will be 120 Insurable Hours with a minimum benefit of \$400 a week for 26 weeks.

Three new temporary recovery benefits will be introduced to further support workers. These are the Canada Recovery Benefit for self-employed workers and workers not eligible for EI, the Canada Recovery Sickness Benefit for workers who are unable to work because they are sick or must self-isolate for reasons related to COVID-19, and the Canada Recovery Caregiving Benefit for eligible Canadians unable to work to provide care or support for a child, family member or dependent.

Community Partners

Our Employment Ontario partners continue to provide great initiatives to support our clients as they move along the continuum towards self-sustainably.

YMCA of Simcoe-Muskoka is providing another round of the Youth Job Connection virtually with the next cohort looking to start before Thanksgiving.

Employment North is offering a new program called Hospitality Muskoka. This program is a 37 week program that gives young people in Muskoka aged 15 to 30 an entry into the hospitality industry. The goal of this program is to have participants exposed to the industry with all of its opportunities -Management, HR, maintenance, customer service, marketing, events, procurement, finance, the trades. Eligible participants will do 3 weeks of workshops including Service Excellence, Smart Serve, Health and Safety, Budgeting, How to be Successful at Work and many others. They will then do 3 weeks of work in a business where the employer will be reimbursed 100% of gross wages paid and then 80% of gross wages will be paid to employers for the next 30 weeks.

To assist clients to access virtual services through our partners, we have purchased through RCT Technologies re-purposed laptops so that clients can stay connected to their Employment Ontario services, online education and mental health services through CMHA.

Social Assistance Mental Wellness Initiative (SAMWI)

Over the summer, we joined the Social Assistance Mental Wellness Initiative through MCCSS. The pilot provides internet based Cognitive Behavioural Therapy to clients with mild to moderate anxiety and/or depression. The goal of the pilot is to measure if this program would lead to improved employment outcomes for participants.

Modernization

We also continue to attend monthly provincial Change Liaison meetings to stay apprised of the Ministry's efforts regarding Modernization of Social Assistance. I have highlighted many of these initiatives in this report.

Employment and Income Summit

On September 16th, I attended OMSSA's Virtual Income and Employment Summit as the DSSAB's Sector Lead. The purpose was to help OMSSA set their policy direction as we move ahead into uncertain times in Social Assistance as we look ahead to Employment Services Transformation, ongoing modernization initiatives and navigating the pandemic. I also continue to attend the monthly Employment and Income network meetings.

NOSDA OW Managers Group

I attended the NOSDA Virtual OW Managers Meeting on September 21. We discussed many issues that affects Social Assistance in the North and received a presentation on Electronic Document Management from Dufferin County.

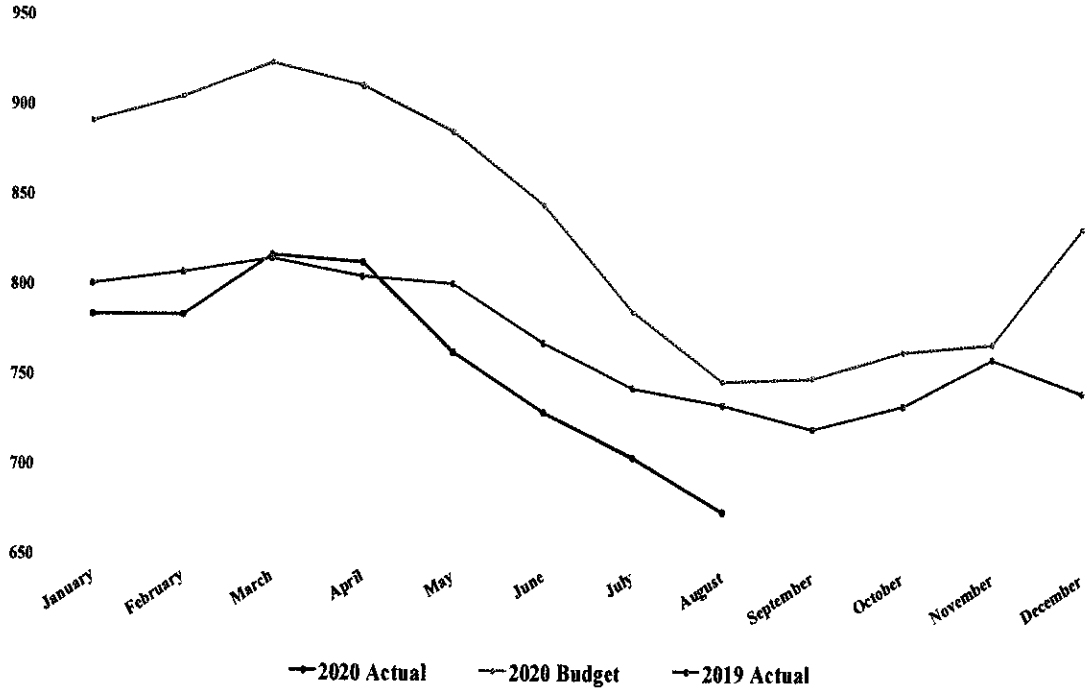
Hepatitis A Clinics

Hepatitis A Vaccine clinics were held in South River and Burk's Falls at the end of August through the North Bay Parry Sound District Health Unit. The Health Unit had declared an Outbreak of Hepatitis A in the southeast part of the District. The Health Unit reached out to us to support them with outreach to their key demographics for these clinics.

Virtual Training

Staff have been participating in virtual OW Directives training offered by OMSSA. Various Case Workers have participated in sessions focused on specific Directives such as *'Living with Parent & Co-Residency'* and *'Temporary Care Assistance & Post Secondary Education'*. The sessions have been well received by staff. Staff are also participating in *'Making Difficult Conversations Easier'* virtual sessions.

2020 Caseload Activity

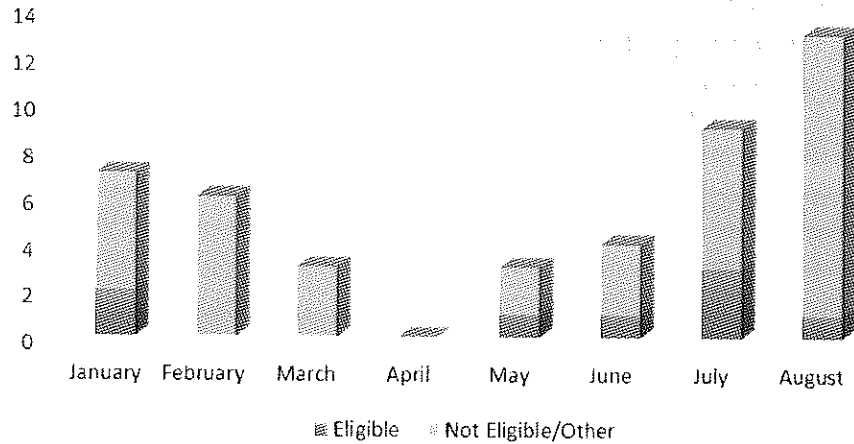


LEGEND	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
2020 Actual	783	783	817	813	763	729	704	674				
2020 Budget	891	905	924	911	886	845	786	747	749	764	769	833
2019 Actual	800	807	815	805	801	768	743	734	721	734	760	742

CHILD CARE SERVICE MANAGEMENT - Jeff Degagne, Manager

OLAF

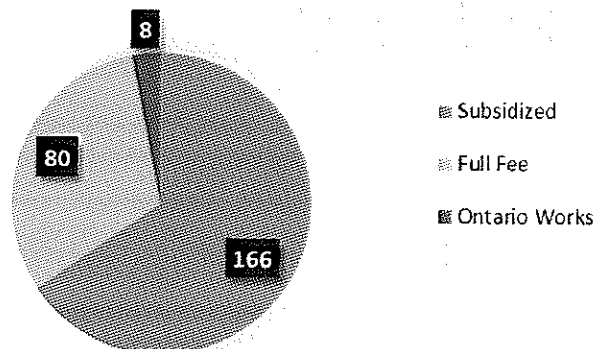
2020 OLAF Fee Subsidy Applications



We continue to see an increase in the use of OLAF, our Online Fee Subsidy Application. We expect this to continue as Child Care Centres can now operate at full capacity and more and more people are returning to the workforce.

Child Care Fee Subsidy Statistics August 2020

Total Children by Funding Source in District



This is an update on the status of external Child Care in the District. As of September 1, 2020, programs could re-open to full capacity while following COVID-19 Health and Safety Protocols.

Program	Opening Status as of Sept. 1, 2020	Municipalities Served
Adventure Academy Inc.	Reopened Aug. 31/20	Parry Sound & surrounding areas
Miigwansag	Reopening Sept. 8/20	Parry Sound & surrounding areas
YMCA of Simcoe/Muskoka – Child Care	Reopened June 29/20	Parry Sound & surrounding areas
YMCA of Northeastern Ontario – St. Theresa	Not reopening at this time	Callander & surrounding areas
Program	Opening Status as of Sept. 1, 2020	
Adventure Academy Inc.	Reopened Sept. 8/20	Parry Sound & surrounding areas
*NEW – Parry Sound Forest School – Forest Friends	Opened Sept. 14/20	Parry Sound & surrounding areas
Municipality of Whitestone	Reopened Sept. 8/20	Whitestone
Muskoka Family Focus – Evergreen Heights	Reopened Sept. 14/20	Emsdale & surrounding areas
YMCA of Simcoe/Muskoka – Humphrey	Reopened Sept. 8/20	Humphrey
YMCA of Simcoe/Muskoka – McDougall	Reopened Sept. 8/20	McDougall
YMCA of Simcoe/Muskoka – PSPS	Reopened Sept. 8/20	Parry Sound
YMCA of Northeastern Ontario – M.T. Davidson & South Shore	Not reopening at this time	Callander & Nipissing
YMCA of Northeastern Ontario – St. Theresa	Reopened Sept. 8/20 (3 Groups)	Callander & surrounding areas

Safe Restart Funding

The Federal and Ontario Governments announced a shared commitment to ensure a safe, sufficient and adequate supply of child care to support the gradual return to work of parents as the economy re-opens. As well, the Provincial Government announced that Licensed Child Care Centres could re-open to full capacity along with EarlyON Child and Family Centres. To ensure centres can re-open safely while remaining viable, Safe Restart Funding was announced and will be flowed through CMSM's and DSSAB's to operators for the period of September 1st to December 31st.

Safe Restarting Funding can be used to support Operators with enhanced cleaning, additional PPE, staffing to meet enhanced health and safety protocols, support for short term vacancies and minor capital.

We are currently working with our partners to determine needs and flow funds as required to support the viability of the Child Care System in the District of Parry Sound.

OMSSA Virtual Children Services Summit

In August, I attended the virtual Children Services Summit hosted through OMSSA. The summit was an opportunity to help shape the policy direction for OMSSA as the sector continues to face challenges with recruitment and retention, funding and the lasting effects of the COVID-19 pandemic. We also continue to attend monthly Children Services Network meetings along with the NOSDA Children Services group.

Support to Operators

In preparation for schools and EarlyON re-opening and centres being able to open to full capacity, we jointly hosted virtual sessions with Nipissing DSSAB with our school-based operators, our School Board partners and representatives from the Health Unit. The purpose was to allow for an open dialogue on shared spaces as well as being able to ask questions regarding health and safety protocols from the Health Unit.

We also hosted a District of Parry Sound Operators meeting and had the Health Unit as a guest as well. Again, it was a chance to facilitate discussions with our operators regarding their questions and concerns as Operators begin to re-open or adapt to the changes and challenges brought on by the pandemic.

RRLF Nord-Est

I attended the first meeting in September of the RRLF Nord-Est (French Language Network of the North-east). The group brings together Francophone School Board partners, DSSAB's and Francophone Operators to discuss issues and topics related to Early Learning and Child Care from a Francophone perspective. Networks like this are set up all across the province through **AFÉSEO** (Association francophone à l'éducation des services à l'enfance del'Ontario).

HOUSING & INTEGRATED SERVICES - Pam Nelson, Manager

Housing Programs

Social Housing Centralized Waitlist Report - August 2020			
	East Parry Sound	West Parry Sound	Total
Seniors	8	96	104
Families	88	349	437
Individuals	262	205	467
Total	358	650	1,008
Total Waitlist Unduplicated			417

Community Housing Centralized Waitlist (CWL) 2019-2020 Comparison Applications and Households Housed from the CWL												
Month 2019	New App	New SPP	Cancelled	Housed	SPP Housed	Month 2020	New App	New SPP	Cancelled	Housed	SPP Housed	
Jan	15		4	1		Jan	6	1	6	5	0	
Feb	10		3	7	1	Feb	15		11	3		
Mar	9	1	1	1		Mar	10					
Apr	16		2	1		Apr	3		5	4		
May	13		1	2	1	May	1		8	2		
June	4	3	4	1		June	1		3			
July	4	1	5	2	1	July	5		13	2		
Aug	9		14	3	1	Aug	10		6	2		
Sept	10		1	3		Sept						
Oct	6		2	3		Oct						
Nov	9		1	1		Nov						
Dec	9		8			Dec						
Total	105	5	38	25	4	Total	51	1	52	18	0	

**** SPP = Special Priority Applicant****

Centralized Waitlist & Housing Programs Update

Summer flew by and we are now transitioning into fall! This Quarter marked significant change for Housing Programs. We have successfully launched RGI simplification. This has been a steady process since the Ministry officially announced legislative and regulatory changes in September 2019. As of July 1, 2020, all annual reviews are calculated using the most recent Notice of Assessment (NOA) from Revenue Canada rather than t-slips and monthly income such as paystubs. The team has reported that the method is easier, more user friendly and are excited about the changes.

We have been monitoring the cancelled applications to see if the Regulatory Change of 'One Offer of Housing' play a negative role in our waitlist numbers. The reasons for cancelled applications for the third quarter are:

- (1) Deceased
- (5) In receipt of the new COHB funding (Canada-Ontario Housing Benefit) including one SPP
- (3) Requested to be removed from the CWL – not associated with an offer of housing
- (2) Assets in excess at the time of Offer
- (8) Declined offers of Housing and requested to be removed from the CWL. These were all seniors who are currently adequately housed in affordable accommodations and did not want to make the move.

Housing Programs has also transitioned from using Excel for rent calculations to YARDI. There has been a learning curve but the team has jumped in with two feet and can't say enough about the program. On top of being team approved, YARDI uses far less paper than our traditional system and compiles historic data so we can go back and look at all the calculations and memos rather than using the paper file.

We are moving forward with RentCafe which is a cloud based software system designed to house the Centralized Waitlist and will interact with YARDI at the time of an Offer of Accommodation. The team has been steadily inputting the waitlist data. The new cloud based system will streamline our waitlist process and increase productivity. Our GO LIVE goal is November 1, 2020. Following the GO LIVE date, we hope to see on-line applications as early as first quarter 2021.

By updating YARDI and moving forward with RentCafe, we are keeping in line with the other DSSABs and CMSMs who have been using the newer software for quite some time.

I can't say enough about the Housing Programs team and how they are weathering not only the legislative & regulatory changes and implementing them but learning new software programs and changing how we do business...they are awesome! High five and kudos to the team!

Homeless Prevention Program - Community Relations Workers

For the month of August 2020

Support

All services performed, provided, or arranged by the Homelessness Prevention Program staff to promote, improve, sustain, or restore appropriate housing for individuals active with the Homelessness Prevention Program, periodically within the month, not requiring intense case management.

Income Source	East	West
Senior	6	7
ODSP	13	22
Ontario Works	2	8
Low Income	12	32

Intense Case Management

Intense Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly supports, required by the individual to obtain and sustain housing stability.

Income Source	East	West
Senior	7	9
ODSP	9	20
Ontario Works	3	9
Low Income	7	18

Contact/Referrals

	East	West	YTD
Homeless	0	3	23
At Risk	2	3	51

Short Term Housing Allowance

Month	Active	YTD
August	6	21

Household Income Sources and Issuance from CHPI

Income Source	Total	CHPI
ODSP	1	\$65.00
Ontario Works	1	\$25.00
Low Income	11	\$2,060.05

Reason for Issue	Total
Rental Arrears	\$1,037.94
Food/Household/Misc.	\$512.11
Emergency Housing	\$600.00

Call Volume

Community Relations Workers Calls

August 2020	Incoming Calls	Outgoing Calls	Total
CRW's (2)	99	447	546

*this does not include communication through textbase/email with clients

The last three months have been a balancing act of adapting to the new way of business due to COVID. We have identified that many of our clients are missing the face-to-face interaction with our agency, and other partners. Community Relation Workers are now preparing to go back into the community to meet with clients. CRW's are outfitted with appropriate PPE and maintain social distancing.

We have utilized hotels for some of our harder to house community members and have worked outside the box to support them to find sustainable housing. We have housed some of the clients on the case-loads and we continue to work with them and set goals so they have things to focus on. Our focus as we gear up for winter is to take each of our intense case management cases and develop best practices to support clients through the hardest months.

Assessment Case Workers

August 2020	Incoming Calls	Outgoing Calls	Total
South River	107	314	421
Parry Sound	30	282	312

Reception

August 2020	Incoming Calls	Outgoing Calls	Total
South River	324	105	429
Parry Sound	756	148	904

Integrated reception is adapting to managing the lobby and redirecting clients to use the phones to connect with their supports. The Assessment Case Workers have been fielding questions and navigating community members through the process of CERB, EI and determining if they are eligible for Ontario Works or Emergency Assistance. Our numbers have been down in terms of grants to Ontario Works and referrals to the Homelessness Prevention Program but the cases we are getting are complex and take a lot of coordination and communication to help serve the clients.

(**numbers may be down as people are applying for and receiving CERB-although not truly eligible. This will be identified during the 2020/21 Tax Season)

Minister Clark

On August 31st, the DSSAB had the pleasure of hosting a tour for Minister Steve Clark, Municipal Affairs and Housing and our Member of Provincial Parliament, Norm Miller at the Almaguin manor in Burk's Falls. Minister Clark had been planning a tour of affordable housing in Northern Ontario and selected Parry Sound District as a stop. We also had the privilege to have a private sit down with Minister Clark and Norm Miller to discuss the impact the Social Services Relief Fund has had on our District and to talk about stressors in our area. We gave a high level overview of how the Social Services Relief Fund has benefited many community members and community partners. For example but not limited to:



- 8 food banks throughout district
- Community Support Services
- Rotary Club
- Community Living
- Muskoka Parry Sound Sexual Assault Services
- Muskoka Parry Sound Victim Services
- Community Mental Health Association
- Non profit housing providers
- Emergency Medical Services

We discussed the impact that COVID has had on our District as well how our communities responded to the needs and highlighted how community partners are working together to keep our District safe. We also shared with the Minister the success that we have seen with our Canada-Ontario Housing Benefit.

COHB-Canada-Ontario Housing Benefit, \$111,000, Year 1

- 14 active clients
- 1 pending
- 6 have transferred into our area

We were given a 45 minute window to discuss our strengths and challenges with the Minister, which very quickly turned into 2 ½ hours. Both Minister Clark and Norm Miller were pleased with our creativity and also appreciated the concerns we brought forward. We identified the need for consistent language across all Ministries as well coordination to move forward with a “Housing First Approach”. We shared that proper supports need to be in place in order for our vulnerable population to properly transition through the housing continuum (*Emergency/Crisis—Transitional—Supportive—Community Housing—Private Rental—Home Ownership*). We identified that access to the housing continuum in our District looks very different. The Minister appreciated our innovative use of local motels and intense case management planning to address the lack of emergency/crisis and transitional housing.



On September 1st, we attended a tour with Minister Clark and Norm Miller at the Community Hub in Parry Sound. From there, Norm Miller hosted a “Supportive Housing Consultation” at the DSSAB with a number of community partners. This was an opportunity for community partners to discuss Supportive Housing in rural and northern settings.

The discussion was held for an hour and was complimentary to the strengths and challenges that were discussed by the DSSAB. A huge thank you to all who worked behind the scenes to make the tours and conversations such a success.

HOUSING OPERATIONS - Sharon Davis, Manager

Esprit Place Family Resource Centre

Emergency Shelter Services	August 2020	Year to Date (2020)
Number of Women who stayed in shelter this month	8	* New Reporting * 50 Number of women who stayed in the shelter this year who were unique to the shelter
	Those new to the shelter this year: <input type="text" value="7"/>	
	Those who have stayed and had prior stays in the year: <input type="text" value="2"/>	
	Those who have stayed and were carried over from last month: <input type="text" value="1"/>	
Number of Children Active in program this month	4	9
Number of New Admissions (Children) (unduplicated)	5	10
Direct Service Hours to Women (Shelter and counselling)	55	555
Resident Bed Nights (Women & Children)	41	1,056
Occupancy Rate	13%	43%
Days at capacity	0	21
Days over-capacity	0	7
Phone Interactions (crisis/support)	33	470

Outreach Services		
	August 2020	Year-to-Date 2020
Number of Women Served this Month	14	78
Number of Women Registered in the Program	7	47
Number of Public Ed/Groups Offered	0	4

Transitional Support		
	August 2020	Year-to-Date 2020
Number of Women Served this Month	4	46
Number of Women Registered in Program	2	29
Number of Public Ed/Groups Offered	0	0

Due to COVID-19, admission into the shelter is strictly based upon a woman who is actively fleeing a violent situation to include victims of human trafficking. Screening for COVID-19 is completed upon intake. The use of local motels is utilized for isolation, and physical distancing where appropriate. Support is provided to all women placed in motel stays, and will be counted as a “New Admission”.

Child Witness Program		
	August 2020	Year-to-Date 2020
Number of Children Served this Month	4	41
Number of Children Registered in Program	1	18
Number of Public Ed/Groups Offered	0	1

Capacity in the shelter has been reduced from 10 women to 3 due to COVID-19.

Esprit Place has been managing throughout the pandemic summer, limiting exposure as much as possible by following protocols laid out in consultation with the Ministry of Health, the Ministry of Children, Community and Social Services, as well as other shelters and the DSSAB Management team. Esprit has maintained adequate stock of PPE and have re-integrated women and families back into the shelter, with a decreased capacity (3 women/families), in order for each guest or family to have their own washroom. For other guests above the 3 limit, Esprit cannot accommodate in shelter but we have been accommodating in motels when it is safe to do so, and providing services by phone, text, or zoom.

It has been a challenge for staff to balance the need to maintain COVID 19 protocol with the need to provide service. Esprit is adjusting to the new normal as many women are physically and mentally unable to comply with guidelines surrounding isolation and testing. These times have afforded Esprit Place the opportunity to renew the focus on our mandate of serving women currently fleeing a domestic violence situation, and in assisting women to regain their lives back after abuse.

Esprit has received Capacity Building funds from MCCSS for the purchase of 10 iPads in order to provide women and children who live in the community the opportunity to participate in virtual counselling or groups.

The glass intake space has been completed. This space provides a solid barrier when performing COVID-19 screening and intakes. New furniture has been purchased to encourage physical distancing.



Parry Sound Housing Corporation Activity		August 2020	Year-to-Date 2020
Move Outs	August 31st, 2020	2	25
Move Ins	August 1st, 2020	2	39
L1 Forms	Issued in August 2020	0	11
N4 - Notice for eviction for non-payment of rent	Issued in August 2020	1	4
N5 - Notice of eviction for disturbing the quiet enjoyment of the other occupants	August 2020	1	5
N7 - Notice of eviction for willful damage to unit	August 2020	1	2
COVID Wellness Checks	August 2020	77	
Pest Control	August 2020 - 8 buildings are monitored monthly	2 units currently treated for bedbugs bi-monthly	
Paramedicine	August 2020	3 buildings	
Tenant Home Visits	August 2020	16	
Maintenance Repairs	August 2020	29	
Units Finished for New Move Ins	August 2020	5	

Raised Gardens



Tenant Services & Maintenance

- Lots of yard work was done including tree removal, tree trimming, top soil, planters, raised gardens and hanging baskets distributed to the various buildings
- Fire checks continue to be done each month using distancing and protective gear
- Units continue to be prepped for new move-ins, two new floors installed over the summer
- Many tenants are beginning to get back to an almost normal routine and as a result the complaints and conflict issues are subsiding
- The Community Relations Workers are now dealing with arrears and are connecting with tenants to arrange repayment agreements
- The building custodians are continuing with the extra disinfecting of all common areas throughout the buildings
- Letters will be going out in October encouraging family tenants to clean up their yards and put toys, ornaments etc. away for the winter
- We will be starting to plan some new tenant engagement sessions so they will be ready to present when restrictions are lifted
- Online banking now in place and running smoothly
- The maintenance staff continue to offer landfill runs to tenants in the hopes of unused items being discarded to prevent potential hoarding issues
- Staff have been taking some online webinars to keep up their skills during the COVID-19 restrictions.

Capital and Maintenance

During the months of July and August the following projects continued to progress:

Callander Building – Replacement of ramp and walk way

Magnetawan Building – Replacement of patio and walk way

Other completed Capital Work:

- Designated Substance Survey completed on all DSSAB and Non Profit Buildings
- Magnetawan roof re-shingled
- Magnetawan TV tower dismantled
- Final plans on the retaining wall at 66 Church completed, and looking to obtain quotes to have work completed in 2020



Callander Project



www.esasafe.com

400 Sheldon Dr, Unit 1, Cambridge, ON, N1T 2H9
 Toll Free Tel: 1-877-372-7233 Toll Free Fax: 1-800-667-4278
 esa.cambridge@electricalsafety.on.ca

Certificate of Acceptance

DAN CARREIRO

1249 MAPLE MANOR RD

CAMBRIDGE ON

N1R 5S6

Notice Date:	October 15, 2020
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Notification Number:	16789073
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Telephone:

Fax:

Email:

RE

DAN CARREIRO

DAN CARREIRO

1867 HWY 518

KEARNEY ON

We hereby certify that the electrical installation at the aforementioned address, and as described herein, is accepted in accordance with the requirements of the Ontario Electrical Safety Code.

Locations: Attached Garage

Work Item	Description	Quantity
1	RENOVATION - NO SERVICE Receptacles 10.000 EA Switches 6.000 EA Fixtures 10.000 EA	26
2	SUB PANEL - 60 AMPS Inspected at same time 1.000 EA, 60 AMPS	1

The Electrical Safety Authority (ESA) operates as a delegated authority on behalf of the provincial government in accordance with Part VIII, section 113 of the Electricity Act, 1998, S.O. 1998, c.15, Sched. A.(the Act), and the Safety and Consumer Statutes Administration Act, 1996, S.O. 1996, c.19. ESA's mandate is to administer the Act and corresponding Regulations on behalf of the Province of Ontario.

ESA is a not-for-profit corporation under the direction and control of a Board of Directors and is accountable to the Ministry of Government and Consumer Services in accordance with an Administrative Agreement.



Welcome to our October Newsletter

Included in this issue:

- Lake Partner Program Update
- Graphite Mine Update
- Feeding the Birds
- Eco-Tip: Autumn Leaves

We at KWEF hope that you had a safe and enjoyable Thanksgiving. The colours this season were spectacular!



Lake Partner Program (LPP): Update

By Stan Walker, KWEF Chair

[*Background:* LPP is a free program run by the Ministry of the Environment (MOE). LPP volunteers submit a water sample from their lake each spring; the sample is tested by the MOE for total phosphorous (TP) and calcium. The volunteer also measures water clarity each month and submits that data to MOE each fall. MOE publishes all this data from hundreds of lakes in a huge spreadsheet. To make it more easily accessible, KWEF extracts the data for our lakes from this spreadsheet and publishes it on our website, www.kwef.ca and in the WQM report. We monitor TP data closely because phosphorous is considered one of the elements responsible for algae blooms.]

I received the following email from Melissa Robillard at MOECP on Oct. 1st 2020, regarding the Lake Partner Program (LPP). It was welcome news because the LPP website had gone "dark" in late summer preventing people from signing up as volunteer samplers. We were concerned that perhaps the program had been cut. I assume that all enrolled volunteers got this same email, but we are circulating it to our readers so that everyone is aware of the current status of the program. In addition to our own water quality sampling program, KWEF monitors our lakes to ensure that there is continuity of LPP volunteers sampling our lakes. I will be contacting our potential new LPP volunteers directly to make sure they know that the website is back up again and they can register as a volunteer sampler.

"The Ministry of the Environment, Conservation and Parks thanks you for your support of the Lake Partner Program. We are committed to supporting this important inland lake monitoring program and wanted to provide an update on the status of the program for 2020.

As communicated by the Federation of Ontario Cottagers' Associations alert on June 18, 2020, the Lake Partner Program was placed on hold in response to the COVID-19 outbreak and physical distancing requirements, so that the ministry assessed the safest way to continue the program while keeping volunteers and ministry staff safe. This assessment has been completed and the Lake Partner Program is being reinstated with the following temporary modifications for 2020:

- *For volunteers who cannot implement physical distancing measures, we recommend that you do not collect samples in 2020.*
- *If you have already submitted samples for 2020 to the Ministry laboratory, please do not submit additional samples this year. The ministry is striving to analyze samples that have already been received.*
- *For volunteers who can safely collect samples while implementing physical distancing measures and adhering to local COVID-19 guidelines issued by the local Public Health Unit, the ministry will accept one set of samples for water quality analysis at the Dorset Environmental Science Centre laboratory from each*



volunteer. Please collect and submit a set of samples in October 2020. Instructions for sampling are provided in the sampling kit provided to you.

- To find COVID-19 related guidelines for your area, please visit http://bit.ly/ON_PHU, choose the appropriate Public Health Unit and click on the website link.
- Secchi disc depth measurements collected in 2020 can be submitted to the ministry as per usual.
- We appreciate your support for the Lake Partner Program and look forward to continuing our collaboration moving forward. If you have any questions, please contact lakepartner@ontario.ca."

Graphite Mine: Update

Ontario Graphite Ltd. has been the subject of a number of Ministry of the Environment Director's Orders due to elevated levels of toxic discharge into the Magnetewan River. KWEF has been a "participant" in the MOE hearings and continues to monitor the implementation of the hearing decisions. Recently we requested and received the following update from the Ministry of Energy Northern Mines and Development:

"The Ministry of Energy, Northern Development and Mines, (ENDM) continues to ensure that water is treated on site and that work is completed as per the Minister's Directions issued in the Spring 2020, following site abandonment by Ontario Graphite Ltd. (OGL). The lime treatment via Mobile Treatment Unit continues to be an effective means of treating water from the tailings management area. During late July and early August, a portion of the polishing pond was dredged to remove accumulated sludge."

Feeding the Birds: My Most Frequently Asked Questions

Photo, research & article by Doris Villemaire



No matter where you live, whether there is a dramatic change in temperature or more subtle change from the other seasons, winter is the time of basic regeneration in nature. The main benefit of bird feeding is that it provides a direct, intimate view of the natural world. It is something we do for ourselves, and it has a lot of educational value. However, it is a great benefit when the weather is too severe for the birds to find food.

How do birds survive in extremely cold weather?

Birds that reside in the North are well equipped to survive the cold. Their winter plumages contain twice the number of feathers as their summer garbs. In addition, they can fluff up their feathers to further insulate their bodies and then shiver.

At night, birds conserve energy and heat by putting themselves into a state of hypothermia, which slows down their breathing, heartbeat and metabolism.

Why is suet good food?

Real suet is the fat that surrounds the beef kidney. Most suet blocks are lard, mixed sunflower seeds, peanuts and corn. If pure suet is not available, fat trimmings, lard and peanut butter are good substitutes. Ingredients like these provide protein and energy, which helps birds survive.



Is peanut butter safe for birds?

Yes, peanut butter is safe for birds. Birds will choke is a misconception. In fact, peanut butter is a nourishing food, and many species of backyard birds flock to this snack. I recommend mixing peanut butter with cornmeal for a high-energy treat.

Will feeding birds stop them from migrating?

No, it is a bird's migratory urge primarily triggered by day length. In fact, your feeder might provide a needed energy boost along a bird's migration route. Can birds' feet stick to metal perches? This is an extremely rare event. A bird's legs and feet lack fleshy muscles; they consist mostly of tough tendons. During cold weather little blood flows to a bird's extremities.

"I go to nature to be soothed and healed, and to have my senses put in tune once more."

John Burroughs

Eco-Tip: Autumn Leaves

Autumn leaves are free organic fertilizer.

- Cut them up with your lawnmower and leave them on the lawn; they will break down quickly in the spring and add valuable organic matter and nutrients to the lawn.
- Spread chopped leaves around trees, shrubs and flower gardens to help conserve moisture, and control weed growth, while providing a good insulating cover for perennials.
- Compost leaves - layer them with green leafy yard waste.

Reminder: Hunting Season is here!

Please be cautious when walking in or near bush areas and trails; consider wearing an orange vest or bright clothing, and ensure your dogs are under control. Dates for various hunting seasons are available here:

<http://www.ontario.ca/hunting>

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All the best to all of you from KWEF. Please remember to take good care of our lakes!