AGENDA

REGULAR COUNCIL MEETING
Council Chambers
Thursday, August 3, 2023 – 6:00 p.m.

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1. Call the Meeting to Order

2. Approval of Agenda

Recommendation
That the agenda for the August 3, 2023, be approved as printed.

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

4. Presentations
a. Paul Schaefer re: Recognition of Exemplary Service Award

5. Delegations
a. Bob Lovell, Island Lake re: Bell Canada batteries at outbuildings
Recommendation: That Council thanks Mr. Lovell for his information and directs Staff to investigate to determine a beneficial course of action.

6. Public Meetings Pursuant to the Planning Act - nil

7. Public Meetings Pursuant to the Municipal Act - nil

8. Consent List
[Items from the Consent List may be moved to item 9, Items Referred from the Consent List, by members for debate/discussion]

a. Adoption of Council Minutes
i. Regular Council Meeting, Thursday, July 6, 2023
ii. Special Meeting (Budget), July 13, 2023

b. Receive Committee, Agency & Other Reports
i. DPSSAB – CAO's Report

c. Staff Reports
i. DRAFT Procedural Bylaw
ii. DRAFT Fees & Charges By-law and Report
iii. Sucker Creek Bridge Report from Tatham Engineering
iv. Fire Chief Report Emergency Management Plan
v. Fire Chief Report Regatta Activities
vi. Fire Chief Report re: ATV (three quotes)
vii. Clerk-Administrator Report Updates on KCC & Seniors Room Reno, MOL orders and Sand Lake Boat Ramp
viii. Transfer Station Hours (King William)
ix. Transfer Station Report
x. Quote from IT provider re: Server & Security

d. By-laws
i. By-law 2023-46 being a by-law to enter into agreement with Tatham re: Engineer of Record

e. Receive Resolution Report - Nil

Recommendation
That the Consent List for August 3, 2023, and the Recommendations contained therein be adopted as Resolutions of Council, except for Items , which shall be moved out of the consent list for discussion and debate.

9. Items Referred from the Consent List

10. Other Business

11. **Payment Register**

Recommendation
That Council receives the List of Accounts for Cheques # 32891 to # 32946 in the total amount of $ 126,097.72

12. **Correspondence for Information**

a. Town of Parry Sound – support for Resolution of Township of Archipelago regarding sustainable development and Bill 23
b. Township of Cramahe – support for The Women of Ontario Say No
c. Township of Selwyn – support for The Women of Ontario Say No

Recommendation
That Correspondence Items 12 a) and 12 b) be received as information.

13. **Correspondence for Action**

a. The Women of Ontario Say No - Resolution regarding Improvements to Municipal Codes of Conduct and Enforcement
b. KWEF letter support for SLAPOA call for sustainable development
c. Approval of Fireworks display for Regatta and suspension of associated by-laws

14. **Notice of Motion**
[Members of Council may introduce motions for discussion at the next regular meeting.]

15. **Council Announcements**
Councillor Sharer
Councillor Pateman
Councillor Beaucage
Deputy Mayor Rickward
Mayor Philip

16. **Talk to the Mayor**
[This open forum provides members of the public a two-minute opportunity to address the Mayor on matters of public interest. Item discussed during this time will not be included in the Council minutes.]

17. **Closed Session**
Recommendation
Under Section 239 (2) of the Municipal Act, Council moves to closed session under the following subsections:

(a) Labour Relations or Employee Negotiations;
(c) Acquisition or disposition of land; and
(b) Personal Matters about an identifiable individual.

18. **Business Arising from Closed Session**
[Resolutions, if any, arising from the closed meeting will be presented here. A closed meeting report will be provided at the next Regular meeting of council]

19. **Confirming By-Law No. 2023-47**

Recommendation
That By-law No. 2023- 47, being a By-law to confirm the proceedings of Council at its Special Meeting of June 13 and its Regular Meeting held on June 15, 2023, be approved.

20. **Adjournment**

Recommendation
That Council adjourn at _____p.m.

Delegation R...

Entries / Details #21

← Previous Next → View All

Form Entry Data

Show empty fields

Name

Robert Lovell

Email

rlovell5@gmail.com

Telephone Number

705 636-9307

Address

38 B Central Lane

Date of Meeting for Designation

Aug 3 2023

Please describe the general nature of your delegation:

Dealing with Bell Canada replacing worn out backup batteries for incase of an emergency! Especially when power is out and telephones will only work for about 2 hours before failing !

Submission Notes

+ Add Note

Sorry, No Notes found!

Submission Logs

General API Calls

Minutes

REGULAR COUNCIL MEETING
Council Chambers
Thursday, July 6, 2023 – 6:00 p.m.

Council Members Present: Mayor Cheryl Philip
Deputy Mayor Michael Rickward
Councillors: Heather Pateman and Jill Sharer
Regrets: Keven Beaucage

Staff Present: Nicole Gourlay, Clerk Administrator
Karen Fraser, Acting CAO

1. Call the Meeting to Order – the meeting was called to order at 6:04 pm

2. Approval of Agenda

Res. No. 181 – 23 Michael Rickward, Jill Sharer
BE IT RESOLVED that the Agenda of the Regular Council Meeting of the Corporation of the Town of Kearney of July 6, 2023 agenda, be adopted as circulated:

CARRIED

3. Disclosure of Interest

a. Heather Pateman – cheque #32834 re: to my business

4. Presentations - Nil

5. Delegations - nil

6. Public Meetings Pursuant to the Municipal Act

a. Final Draft Budget presentation

Res. No 182-23 Michael Rickward, Jill Sharer
WHEREAS Council has received the Draft Final Budget; and
WHEREAS Council has determined that considerations and deliberations are required and those changes will be made; now
THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby announces their intent to pass the 2023 Budget at their Special Council meeting of July 13, 2023

CARRIED

7. Public Meetings Pursuant to the Municipal Act – nil

8. Consent List

a. Adoption of Council Minutes

i. Special Council Meeting – Roads Committee, June 13, 2023
ii. Public Meeting Minutes (Fonseca), June 15, 2023
iii. Regular Council Meeting Minutes, June 15, 2023
iv. Closed Council Meeting Report, June 15, 2023
v. Special Council Meeting – Budget, June 26, 2023
vi. Closed Council Meeting Report, June 26, 2023
vii. Special Council Meeting – Roads Committee, June 27, 2023

b. Receive Committee, Agency & Other Reports

i. Eastholme Administrator's Report, June 21, 2023
ii. DPPSSAB – Housing and Homelessness Annual Report

c. Staff Reports

i. SR-2023-33 – Sand Lake Boat Ramp
ii. Verbal Report - Transfer Station Building Replacement
iii. SR – 2023 – 35 – Dreja Road Allowance Purchase
iv. Fire chiefs report
v. Transfer station report – June 6 to June 20

d. By-laws

i. By-law 2023-39 being a by-law to amend Zoning By-law 2022-20 (Fonseca)
ii. By-law 2023-40 being a by-law to stop up and sell a portion of Road Allowance(Dreja)

e. Receive Resolution Report - Nil

Res. No. 183 -23 Heather Pateman, Michael Rickward
BE IT RESOLVED that Council accepts the Consent List of July 6, 2023, and the Recommendations contained therein be adopted as Resolutions of Council, except for _____ which shall be moved out of the consent list for discussion and debate.

CARRIED

9. Items Referred from the Consent List

10. Other Business

a. Motion to Reconsider

Res. No. 184-23 Michael Rickward, Heather Pateman
WHEREAS that pursuant to section 14.30 of the Corporation of the Town of Kearney Procedural By-law 2023-01, Council shall reconsider resolution 44-23 from April 6th, 2023 which read:

RESOLUTION #44-23 April 6, 2023
Moved by Keven Beaucage and seconded by Michael rickward
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby presents the job description of Permit Clerk for CUPE's review and further that Staff approach NOHFC to determine if Intern funding may be available without delay;
AND FURTHER that the process of hiring this person move forward simultaneously."

AND WHEREAS discussion at the Town of Kearney Budget Meeting on June 26, 2023 led to the direction Staff to bring back this resolution for consideration by amending the resolution to re:

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney herby presents the job description of a Contract Permit Clerk for CUPE's review and further that Staff approach NOHFC to determine if Intern funding may be available without delay
AND FURTHER that the process of hiring this person move forward simultaneously"

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby directs Staff to pause the hiring of Permit Clerk until Staff can evluate the need of administrative assistance in the Town.

CARRIED

Res. No. 185-23 Michael Rickward, Jill Sharer
BE IT RESOLVED that pursuant to section 15.30 of the Corporation of the Town of Kearney Procedural By-law 2023-01, Council shall reconsider resolution 151-23 from June 15th, 2023 which read:

"*RESOLUTION #151-23 June 15 2023*
Moved by: Michael Rickward and seconded by Jill Sharer
BE IT RESOLVED that Council hereby appoints the Hiring Committee for the position of Permit Clerk Administrator to be CBO Brian Horsman, DCBO Matt Clouthier and Heather Pateman."

AND WHEREAS pursuant to section 5.5.2.1 of the Corporation of the Town of Kearney Hiring Policy By-law 2023-06 Council must reconsider resolution 151-23 from June 15th, 2023 to include the Clerk-Administrator in the hiring committee;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney appoints the Clerk-Administrator in the hiring committee, Nicole Gourlay; Chief Building Official, Brian Horsman, and Councilor, Heather Pateman to the Hiring Committee for the Contract Permit Clerk Administrator Position.

DEFEATED

Councillor Pateman removed herself from the Council table for item 11.

11. Payment Register

Res. No. 186– 23 Michael Rickward, Jill Sharer
BE IT RESOLVED That Council receives the List of Accounts for Cheques # 32820 to # 32890 in the total amount of $546,034.57

CARRIED

Councillor Pateman returned to the Council table

12. Correspondence for Information

a. Town of Parry Sound Resolution re Essex County
b. Quite West letter to Doug Ford

Res. No. 187 – 23 Michael Rickward, Heather Pateman
BE IT RESOLVED that Correspondence Item 12.a. and 12.b. be received as information.

CARRIED

13. Correspondence for Action

a. S.L.A.P.O.A. letter regarding Magnetawan River development
Res. No. 188-23 Michael Rickward, Jill Sharer
BE IT RESOLVED that Council receives the correspondence from S.L.A.P.O.A. and requests Staff to investigate possible amendments to the Zoning By-law as well as investigate the implementation of a Site Alteration By-law.

CARRIED

b. Regatta Advisory Committee resolution re purchase of items
Res. No. 189-23 Jill Sharer, Michael Rickward
BE IT RESOLVED that Council accepts and approves the Regatta Committee resolutions regarding their decision to host the Dog Lovers Lure Course ($1250), retain Call of the Wild for porta-potty rentals ($1440.75) as well as the purchase of various supplies (Paula Rego - $488.46) and prizes (button press and supplies, brochure holder, canty, $587.49) all excluding HST.

CARRIED

c. Roads Committee request for budget
Res. No. 190-23 Michael Rickward, Jill Sharer
BE IT RESOLVED that Council considers the costs for title searches and surveys for the Roads Committee, and determines to include a $2000 budget for the Roads Committee.

CARRIED

14. Notice of Motion

[Members of Council may introduce motions for discussion at a future Council meeting.]

Council members requested information moving forward for:

- Sucker Creek Bridge
- Cashman Creek Bridge
- Transfer Station re: Garbage bags/card systems
- Town office re: e-transfers accepted
- Gazebo re: placement (fire hall?), free wi-fi available?

15. Council Announcements

Councillor Pateman –

- Quotes for Lion's Park have been received, hoping to make the Pavilion more useable. Hoping that there are grants available. Direction was given to send to Clerk-Administrator to review.

Mayor Philip

- People walking their pets in the Town area are not picking up after the animals. This needs to be addressed. Clerk-Administrator to speak to Public Works/Parks Staff regarding this observation.

16. Talk to the Mayor

Dave Matson – Thank you for having the transfer station open on the Statutory Holidays

17. Closed Session

Res. No. 191-23 Michael Rickward, Heather Pateman

BE IT RESOLVED that Council hereby convenes in Closed Session for discussion regarding:

a. *Labour Relations/Employee Negotiations*
   Fire Chief Contract
   CUPE Grievance
   Employee Matter #2 (Closed Meeting, June 26, 2023)
   Employee Matter #3 (Closed Meeting, June 26, 2023)
   CUPE Contract Negotiation

b. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose
   Clerk CAO/Clerk/Treasurer Vacancy
   Employee Matter

c. Education
   Council Code of Conduct Training

18. Business Arising from Closed Session

Res. No. 192-23 Michael Rickward, Heather Pateman

BE IT RESOLVED that Council leave Closed Session at 10:46 pm

CARRIED

19. Confirming By-Law No. 2023-41

Res. No. 193 – 23 Michael Rickward, Heather Pateman

BE IT RESOLVED that By-law No. 2023-41, being a By-law to confirm the proceedings of Council of its Special Council Meetings of June 26 & 27 and its Regular Meeting held of July 6, 2023, be approved.

CARRIED

20. Adjournment

Res. No. 194– 23 Heather Pateman, Jill Sharer

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 10:49 pm to meet again at 10:00 am on Thursday, July 13, 2023 in the Council Chambers, Kearney, Ontario.

CARRIED

THE CORPORATION OF THE

TOWN OF KEARNEY

_____

Mayor

_____

Clerk

Minutes

SPECIAL COUNCIL MEETING
Council Chambers
Thursday, July 13, 2023 – 10:00 a.m.

Council Members Present: Mayor Cheryl Philip, Deputy Mayor Michael Rickward
Councilors: Keven Beaucage, Heather Pateman and Jill Sharer

Staff Present:

Nicole Gourlay, Clerk Administrator
Karen Fraser, Deputy Clerk Administrator
Cindy Filmore, Deputy Clerk
Marjorie Robinson, Financial Consultant
Matt Clouthier, Deputy Chief Building Official
Leslie Harvie, Acting Treasurer (virtual)
Stefanie Allen, Communications & Public Relations Intern (virtual)

1. **Call the Meeting to Order** – 10:01 am

2. **Approval of Agenda**
Res. No 195-23 **Michael Rickward, Heather Pateman**
BE IT RESOLVED that the agenda of the Special Council Meeting of the Corporation of the Town of Kearney on June 26, 2023 be adopted as amended.
ADD 5.c. Sand Lake Boat Ramp
6.ii. Council Training

CARRIED

3. **Disclosure of Interest - nil**
[At this time, Members of Council shall declare pecuniary interest, if any, with items on the agenda.]

4. **Presentation of 2023 Budgetary Reports and associated by-laws**

a. **Presentation of budgetary report (O. Reg. 284/09)**
Res. No. 196-23 **Mike Rickward, Keven Beaucage**
WHEREAS generally accepted accounting principles for local governments established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada require municipalities to capitalize and amortize tangible capital assets, and to accrue liabilities related to post-employment and solid waste landfill closure and post-closure expenses;

AND WHEREAS Ontario Regulation 284/09 states that a municipality may exclude these expenses from budgeted amounts for which revenue must be raised;

AND WHEREAS if excluded, Ontario Regulation 284/09 requires Councils, prior to approving a municipal budget, to adopt a report that shows the impact of fully covering these expenses;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney approves the report entitled "Municipal Act, 2001 Ontario Regulation 284/09, 2023 Budget", attached hereto.

CARRIED

b. **Presentation of 2023 Municipal Budget**
Res. No 197-23 **Jill Sharer, Michael Rickward**
WHEREAS the *Municipal Act*, Chapter 25 S.O. 2001, Section 290 provides that for each year, a local municipality shall, in the year or the immediate preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;
AND WHEREAS the Council of the Corporation of the Town of Kearney has reviewed the budgetary documents prepared for them;
NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney considers By-law 2023-42, Being a By-law to provide for the

Adoption of the 2023 Budget, to be read a first, second and third time and numbered 2023-42 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.

Council made further changes to the presented 2023 Budget and directed Staff to revise immediately. Therefore, Council moved to item 5. a) on the agenda to allow Staff time to revise budget documents. Council returned to this item after item 5. c).

CARRIED

c. **Setting of 2023 Tax Ratios and 2023 Tax Rates**
Res. No. 198-23 Keven Beaucage, Jill Sharer
WHEREAS Section 312 of the *Municipal Act*, Chapter 25. S.O. 2001, as amended, requires Council to pass a by-law levying a separate tax rate, as specified in the By-law, on the assessment in each property class in the local municipality rateable for local municipality purposes;
AND WHEREAS the Council of the Corporation of the Town of Kearney has reviewed the budgetary documents prepared for them;
NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney considers By-law 2023-43, being a by-law to provide for the Adoption of the 2023 Tax Rates and Ratios, to be read a first, second and third time and numbered 2023-43, 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

5. a. **Suspension of Procedural By-law**
Res. No. 199-23 Michael Rickward, Heather Pateman
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby approves the suspension of Sections 9 & 10 of the Procedural By-law 2023-01 commencing immediately until September 7, 2023 in order for staff to explore and propose an alternate Council Meeting Agenda format including the following:

- Revised agenda headings/items to eliminate redundancies and improve meeting flow
- A consent portion of the agenda for items that require minimal action by Council
- Revised Agenda release dates for Council and public
- Other Procedural items that might improve transparency and efficiency

CARRIED

b. **By-law to appoint Karen Fraser**
Res. No. 200-23 Keven Beaucage, Michael Rickward
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney considers By-law 2023-44 being a By-law to appoint Karen Fraser as Deputy Clerk Administrator, to be read a first, second and third time and numbered 2023-44 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

c. **Sand Lake Boat Launch**
Res. No. 201-23 Heather Pateman, Jill Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney deems it necessary to Sole Source services of Mark Niemi to crane boats in and out at the Sand Lake Boat Launch for the amount of $225/hour with a minimum of four hours and one hour in / one hour out.

CARRIED

6. **a. Closed Session**
Res. No. 202-23 Keven Beaucage, Heather Pateman
BE IT RESOLVED that Council herby convenes in Closed Session for matters related to:

Personal Matters about an identifiable individual, including municipal or local board employees

CARRIED

Res. No. 203-23 **Keven Beaucage, Michael Rickward**
BE IT RESOLVED that Council reconvenes in Open Session at 1:10 pm
CARRIED

b. Direction re Staffing

Res. No. 204-23 **Michael Rickward, Keven Beaucage**
BE IT RESOLVED the Council directs the Clerk-Administrator to review employee Job Descriptions.

CARRIED

Res. No. 205-23 **Michael Rickward, Keven Beaucage**
BE IT RESOLVED that By-law 2023-45, being a By-law to confirm the proceedings of Council at its Special Council Meeting of July 13, 2023 be approved.
CARRIED

7. **Adjournment**

Res. No. 206-23 **Keven Beaucage, Michael Rickward**
BE IT RESOLVED that Council adjourn the Special Meeting of July 13, to meet again on Thursday, August 3, 2023 at 6:00 pm
CARRIED

THE CORPORATION OF THE
TOWN OF KEARNEY

_____

Mayor

_____

Clerk

District of Parry Sound
Social Services
Administration Board

Chief Administrative Officer's Report

July 2023

Mission Statement

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

NOSDA AGM

On June 20th to 22nd, in Thunder Bay the Northern Ontario Service Deliverers Association (NOSDA) held their 2023 Annual General Meeting: "Stronger & Better Together". Our Board Chair and Vice-Chair attended along with myself and a few DSSAB staff.

It was a very informative two days where we heard from speakers that crossed all our service areas. The opening Keynote was delivered by Dr. Chris Mushquash who provided insight into some of the challenges faced by our service users. We also heard from various other speakers including Dr. Sarita Verma from NOSM University; Cordelia Clarke Julien, Assistant Deputy Minister with the Ministry of Children, Community and Social Services; Stephan Corriveau from Community House Transformation Centre; Holly Moran, Assistant Deputy Minister with the Ministry of Education and Holly Parsons from the Northern Policy Institute, just to name a few. There were also panel discussions regarding Social Assistance Modernization, Housing and Homelessness, Priorities of AMO, NOMA, FONOM and NOSDA, Community Paramedicine and Ontario Health North, which I had the pleasure of moderating.

Housing Services Corporation Share Event - Supporting & Strengthening Communities: Innovations in Supportive Housing

Some Directors and I had the pleasure of attending this event where HSC was pleased to partner with the District of Thunder Bay, Rainy River and Kenora Social Services Administration Boards to deliver a SHARE Innovation Forum focused on Supportive Housing.

They explored different delivery program models for non-traditional supports into housing. The speakers shared their unique approaches, examining the way they've successfully structured partnerships and engaged community agencies to support their residents.

There was an exciting lineup of speakers from across Northern Ontario with sessions focused on:

- Improving outcomes for people with mental health and addiction challenges
- Forging successful partnerships between housing and health care
- Supports for people at risk of homelessness as they navigate the criminal justice system
- Looking forward and supporting life stabilization programs in a changing environment

OMSSA AGM and 47 Leads Meeting

On June 14th I attended the OMSSA Annual General Meeting and the 47 Leads meeting. As always, these meetings are full of information that is very timely in the work of our DSSAB.

Staff BBQ's

During the month of June, the Leadership Team hosted BBQ's at our offices in Parry Sound & South River, as an appreciation for staff. These events were well attended and a great opportunity for our Leadership Team to connect with staff from all programs.

All Management Meeting

In the month of June we were able to gather for the day in Magnetawan as a Management Team to discuss the operations of the DSSAB. It was great to have the team together for an in-person discussion on topics that are timely such as privacy policies and cyber security to name a few.

Human Resources Update

The Human Resources department continues to be busy with recruitment and we are having some success in hiring in this difficult employment landscape. Throughout the last quarter we were able to fill 21 positions with 14 external applicants and 7 internal staff.

In staff training this summer, we are focusing on workplace civility, empathy, and digital emotional intelligence. All employees are participating in Digital Emotional Intelligence seminars. These sessions recognize and build on the idea that the future success of an organization lies in their employee's ability to effectively communicate digitally, especially when working in a remote or hybrid environment. While emotional intelligence has long been recognized for positive effects on organizations, employees with strong digital emotional intelligence understand how human emotion changes across channels and they can use this information to guide their actions, decision-making, and behaviour, thus empowering them to do their work more confidently and effectively. Learning will cover self-awareness, self-regulation, motivation, empathy, and social skills, all from a digital context.

We have completed training with the Supervisor team on Collective Bargaining and are working on our research and plans for bargaining this fall/winter. Being mindful that this is a very volatile time in labour relations across the entire country, we will bring more information to the Board in the early fall.

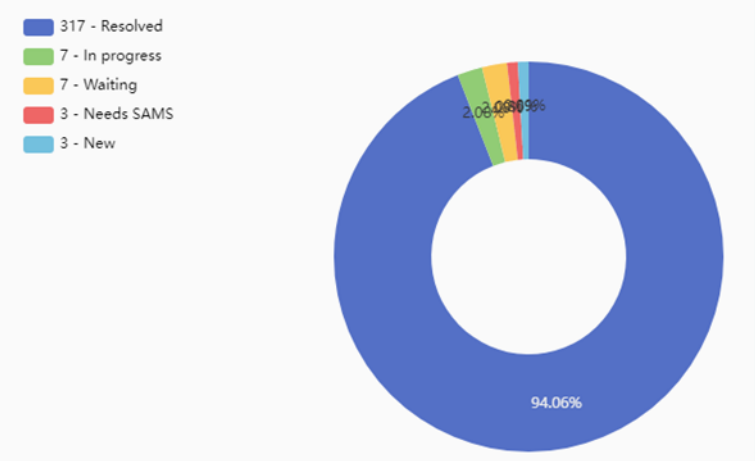
Information Technology Update

The IT department is celebrating the completion of our network equipment refresh. This has been a longer than anticipated project. With the initial replacement completed, we can now move on to the planned expanded coverage for wireless access.

Regularly scheduled hardware replacements are now the priority project. This will happen over the summer months.

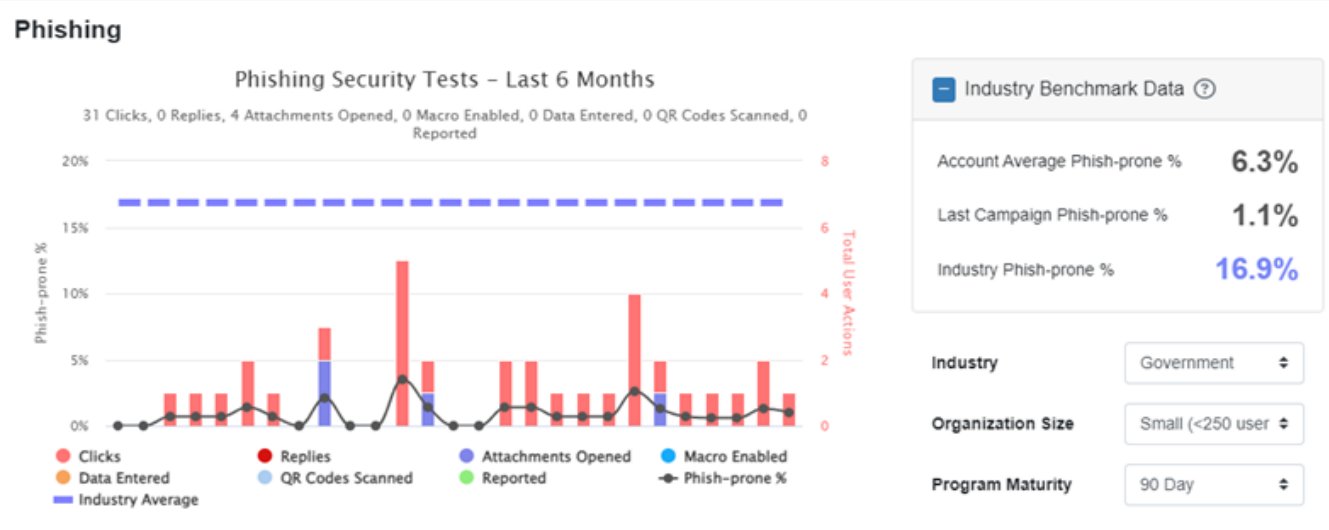
Tickets continue to flow from staff and programs – the following is the period of May 1st to June 30th:

Tickets created during period: **343**
Of them closed: **319**
Still open: **24**
Tickets that were reopened: **1**



We have been finalizing the results from the cyber security anti-phishing campaign and training. All applicable staff have completed the required training as of July 6th. This has led to some improved numbers on our overall security scores.

The Phish-prone score is a representation of how at risk we are for a staff member to open or click on something malicious. This score is then compared to an Industry score that is the average of organizations of similar size across similar industries. This also helps to identify where we may need to focus some more training or users who may need some additional assistance.



Facebook Pages

A friendly reminder to follow our Facebook pages!

- District of Parry Sound Social Services Administration Board
- Esprit Place Family Resource Centre
- EarlyON Child and Family Centres in the District of Parry Sound
- The Meadow View

Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023
Total Page Followers	428	446	462	471	474	478
Post Reach this Period (# of people who saw post)	8,907	4,645	7,891	4,460	3,789	4,010
Post Engagement this Period (# of reactions, comments, shares)	234	565	757	505	241	692

Esprit Place Family Resource Centre	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023
Total Page Followers	128	128	132	131	131	131
Post Reach this Period (# of people who saw post)	103	75	124	116	29	203
Post Engagement this Period (# of reactions, comments, shares)	1	3	7	71	1	2

Twitter Stats

Link to DSSAB's Twitter page - https://twitter.com/psdssab

	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023
Total Tweets	3	7	13	8	8	10
Total Impressions	178	158	300	300	291	301
Total Profile Visits	66	57	217	130	137	128
Total Followers	27	28	28	27	27	30

Linkedin Stats - used primarily for HR recruitment & RFP/Tender postings

Link to DSSAB's Linkedin page - https://bit.ly/2YyFHlE

	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUNE 2023
Total Followers	382	395	399	410	416	434
Search Appearances (in last 7 days)	239	318	308	245	228	281
Total Page Views	46	31	31	30	41	56
Post Impressions	266	828	929	697	546	786
Total Unique Visitors	15	16	17	11	19	25

DSSAB in the Community

On June 8th, we attended the Aging with Confidence Symposium at the YMCA in North Bay. This event was hosted by the North Bay Parry Sound District Health Unit, and was attended by the Communications Officer, as well as members of the Income Support & Housing Stability team from the east side of the district.





On June 15th, we attended the Aging with Confidence Symposium in Parry Sound at the Charles W. Stockey Centre. Again, this event was hosted by the North Bay Parry Sound District Health Unit, and was attended by the Communications Officer, as well as members of the Income Support & Housing Stability team from the west side of the district.





Municipal Presentation

On June 16th, myself and our Communications Officer were pleased to provide the Council of the Township of the Archipelago with a presentation about the DSSAB. This presentation included an overview of the DSSAB's programs and services, and how we can help members of their community. This was the first of a series of municipal presentations taking place over the next year.

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District May 2023						
Age Group	**Fairview ELCC**	**First Steps ELCC**	**Highlands ELCC**	**Waubeek ELCC**	**HCCP**	**Total**
Infant (0-18M)	0	0	3	0	10	13
Toddler (18-30M)	16	10	14	15	39	94
Preschool (30M-4Y)	20	17	19	44	47	147
# of Active Children	36	27	36	59	96	254

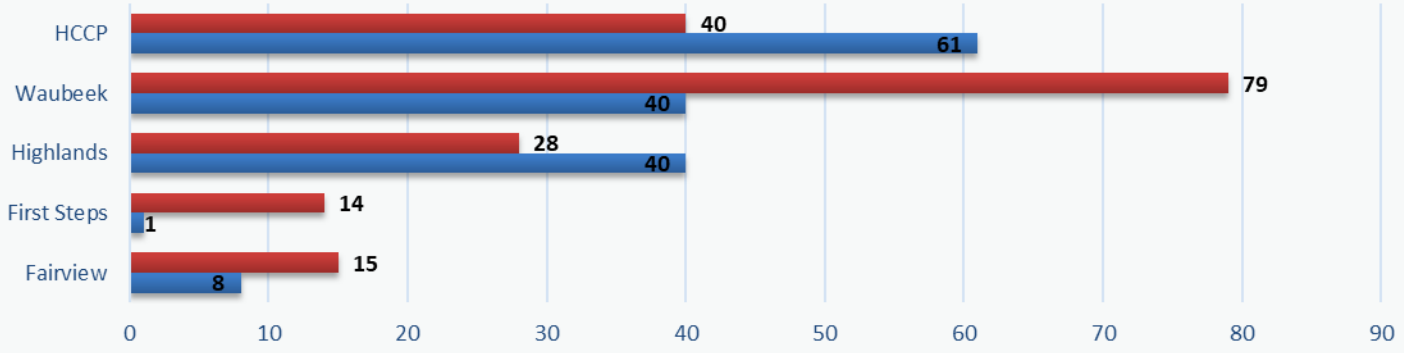
Enrollment continues to be consistent in all the Licensed Child Care Programs. Recruitment in the Home Child Care Program has resulted in 2 additional homes being approved to open by the end of July and 2 more potential homes opening by the end of August. Program supervisors and Registered Early Childhood Educators completed a four-part workshop series on Documentation of Children's Learning Through Play offered through the Workforce Strategy Fund.

School Age Programs

May 2023			
Location	**Enrollment**	**Primary Waitlist**	**Secondary Waitlist**
Mapleridge After School	21	8	7
Mapleridge Before School	6	0	2
Mapleridge Summer Program	N/A	20	N/A
St. Gregory's After School	9	0	0
Sundridge Centennial After School	14	8	5
Land of Lakes After School	13	5	10
Home Child Care	39	10	5
# of Active Children	102	51	29

The School Age Programs began to wind down with the end of the school year. Many families are looking for care to continue in September and enrollment packages will be sent out over the summer months. The Mapleridge Summer Program is now full and planning has begun to ensure that the children have an active fun summer of exploring the environment and building school readiness skills.

Directly Operated Child Care Waitlist by Program
May 2023



In the above chart, the blue graph shows the number of children in each program requiring care immediately that we are unable to accommodate within our licensed ratios. The red graph shows the number of children on the waitlists that will need care in future months and some families currently on maternity leave that will require care next year. The largest increase in the waitlist demands are within the infant age group. We currently have 75 infants on the waitlist in need of care by December 2024.

Inclusion Support Services

May 2023							
Age Group	**EarlyON**	**Licensed ELCC's**	**Monthly Total**	**YTD Total**	**Waitlist**	**New Referrals**	**Discharges**
Infant (0-18M)	0	0	0	0	0	0	0
Toddler (18-30M)	1	8	9	13	0	2	0
Preschool (30M-4Y)	8	40	48	52	2	1	0
School Age (4Y+)	2	18	20	24	0	0	0
Monthly Total	11	66	77	-	2	3	0
YTD Total	12	74	-	97	26	21	7

There were 8 new intakes completed in the month of May and 3 new referrals accepted. The Resource Consultants have been busy attending many school entry case conferences to help with the transition from child care to the school setting. In May, four Resource Consultants had the opportunity to attend the first post-pandemic Early Childhood Resource Consultant Network of Ontario Annual Conference in Niagara. The focus of the three days was on Leading Change; Embracing Diversity and Inclusion. In addition to the various workshops attended, the Resource Consultants also engaged in valuable networking opportunities with their colleagues from across the province.

EarlyON Child and Family Programs

May 2023		
Activity	**May**	**YTD**
Number of Children Attending	917	4,054
Number of New Children Attending	46	218
Number of Adults Attending	538	2,562
Number of Virtual Programming Events	7	27
Number of Engagements through Social Media	574	2,393
Number of Views through Social Media	13,762	48,866

In May, we had 46 new children, and 51 new adults attend one of our EarlyON locations. The EarlyON Facilitators have been attending training with the Licensed Child Care Program staff and have supported the child care staff with documenting children's learning. Many of the satellite locations will be closing for the summer months to allow the Facilitators to provide more outdoor programming to the communities across the district. Families are invited to join the programs at the South River, Burk's Falls, and Parry Sound locations during the summer months.

Funding Sources for District Wide Childcare Spaces
May 2023

Active	# of Children	# of Families
CWELCC*	131	126
CWELCC Full Fee	209	205
Afterschool Fee Subsidy	5	5
Fee Subsidy	30	26
Full Fee	27	24
Ontario Works	10	7
Total	412	393

Funding Source - New	# of Children	# of Families
CWELCC	8	8
CWELCC Full Fee	3	3
Fee Subsidy	1	1
Fee Subsidy	1	1
Total	15	15

* CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6

Funding Source - Exits	# of Children	# of Families
Totals	0	0

Directed Growth

As announced in December 2022, beginning in 2023 the Ministry of Education has shifted child care expansion from open enrolment to a targeted plan to create new child care spaces. A targeted growth approach will ensure funding is available to support new spaces in communities most in need of access to high-quality, affordable child care. The DSSAB has developed a five-year growth plan that aligns with Provincial directives and space targets while meeting the needs of communities across the region. The DSSAB conducted a survey with licensed child care providers that included a review of current waitlist data. The Ministry of Education has provided municipalities with space targets for CWELCC-funded growth. The District of Parry Sound received the mandate to expand the CWELCC system by 131 spaces in schools and community-based locations between 2022-2026.

In the District of Parry Sound, the focus for 2023 ensures a targeted expansion of key age groups by leveraging existing child care centres to expand in place and promote growth in licensed home child care.

Quality Assurance Update

In April 2023, a workshop was held in both the East and West sides of the District for all licensed childcare staff. A total of 59 RECE's/Non-ECE's attended the full day training sessions. The Lego Serious Play training was hosted by Lois Mahon and Noreen McChesney through L & F Mahon Consulting Services. The group was very fortunate to meet Lois Mahon, who was the original president for the College of ECE's. Both hosts brought a wealth of knowledge and expertise to the session. The session focused on having participants explore their passion as an early childhood educator as well as the importance and value of self-care. During the workshop participants also explored the four foundations of How Does Learning Happen and how it relates to them and their practice. The goal was to re-ignite passion in the professional field of early childhood education and to use How Does Learning Happen to build pedagogy and develop positive relationships. Staff received "storytelling aprons" to use with children in the childcare programs.





East and West group celebrating their program/storytelling aprons.

We know as early childhood educators that observations of children are key in knowing how best to support children's growing developmental needs and interests. Observations are a way educators can connect with children to learn how best to plan and implement age-appropriate activities as well as gain insight into how a child thinks and sees the world around them. Through observations, Early Childhood Educators provide an environment that stimulates curiosity and invites children to explore and discover. A 4-part Observation and Documentation Series through ECCDC was offered to all childcare staff to help support and educate staff about the importance and value of observing and documenting children's development and learning experiences. A total of 143 Early Childhood Educators took part in the 4-part series over the month of May and June 2023. How Does Learning Happen, Ontario's Pedagogy for the Early Years supports families as experts on their children and sees them as the most powerful influence on children's development, health, and well-being. It recognizes that families bring diverse social, cultural, and linguistic perspectives and believe parents should feel like they belong in meaningful ways.

In recognition of our Indigenous culture and the importance of diversity and inclusion in our centers, the Workforce Development Strategy was able to provide each childcare center in the district with beautiful Indigenous carpets. Programs are encouraged to be continually reflective of cultural backgrounds and support the web of family and community and the importance it has on children's early development.



Income Support & Stability Update

As we enter the summer months, things remain busy for staff in both Ontario Works and Housing Stability.

Staff represented the DSSAB at the Aging with Confidence Symposiums in North Bay on June 8th and in Parry Sound June 15th. The event, organized by Canadore College, was geared towards seniors to promote services and supports in the community to enable them to stay and maintain their homes. The Director of Income Support and Stability also sits on the Navigating Healthy Aging Group in West Parry Sound that meets monthly.

On June 5th, the Income Support and Stability Management Team, along with the Housing Operations Management Team visited the Almaguin Highlands OPP Detachment and met with several of their staff. The goal was to continue to foster and promote communication between our teams with mutual people we serve as well as educate the Officers on our programs and answer any questions.

The South River office hosted the Almaguin Highlands Community Partners meeting on June 6th. Many staff from both programs attended the meeting.

We promoted and supported attendance for individuals to attend the Rural Community Kitchen sessions hosted and organized by Women's Own Resource Centre. The Community Kitchens were hosted June 13th through 15th in Powassan, South River and Burk's Falls.

We are so happy to have our lobby computers in both offices back. These are great tools for people to complete various applications or download any required information they may require.

On May 30th, the Director of Income Support and Stability attended a session hosted by Accreditation Canada in support of the West Parry Sound Health Centre.

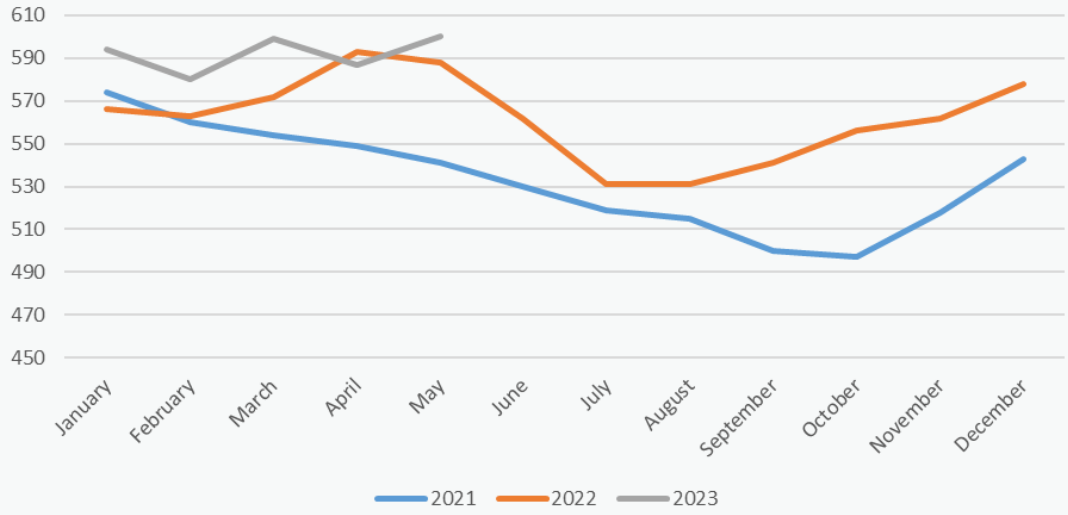
We are so pleased to have renewed our Memorandum of Understanding with Community Paramedicine for 2023/2024. The Director of Income Support and Stability, Director of Housing Operations and the Director of Women's Services met with the CP team on April 21st to discuss the partnership. The MOU also includes Housing Operations and Esprit.

The Income Support & Stability Management Team attended the OMSSA Exchange in Ottawa, May 8th to 10th. There were many great presentations on the integration of human services. The Director of Income Support and Stability was invited by OMSSA to speak at the Employment and Income Network meeting about our own integration of OW and Housing Stability and our successful partnerships with Community Partners like the West Parry Sound Health Centre and the Mental Health and Addiction Worker. Overall, the 3 days showed that we are on the leading edge in Human Services in many ways.

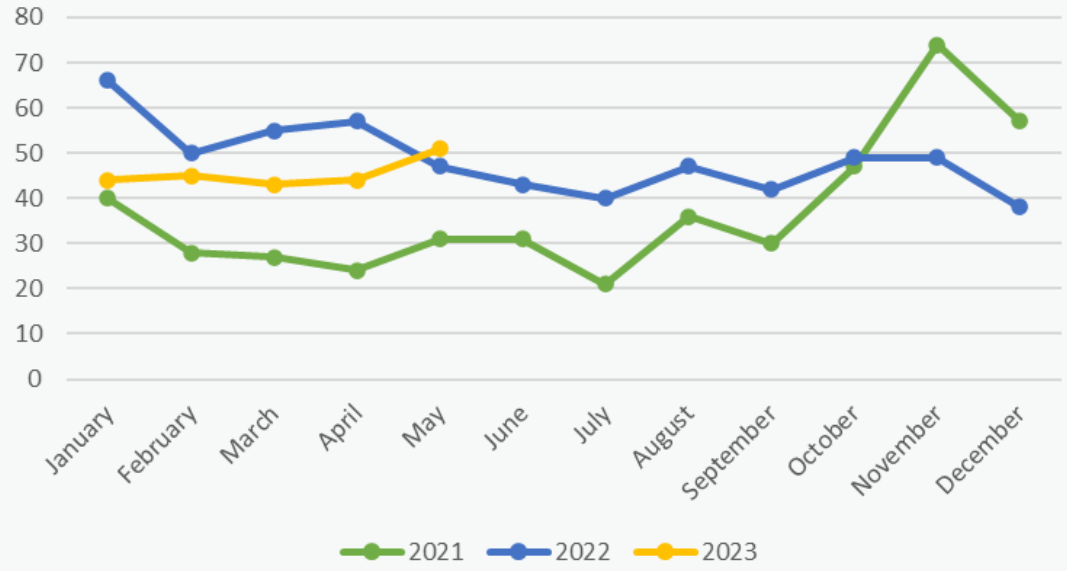
The Income Support and Stability Management Team also did an in-service with the Home and Community Care team to discuss the various supports and services we offer.

The Nurse Practitioner Led Clinics through WPSHC, have scheduled a series of Orphan Clinics for DSSAB clients throughout the Spring and Summer months. These clinics support those that do not have access to Primary Care and fill a significant gap and address many physical health barriers for our clients.

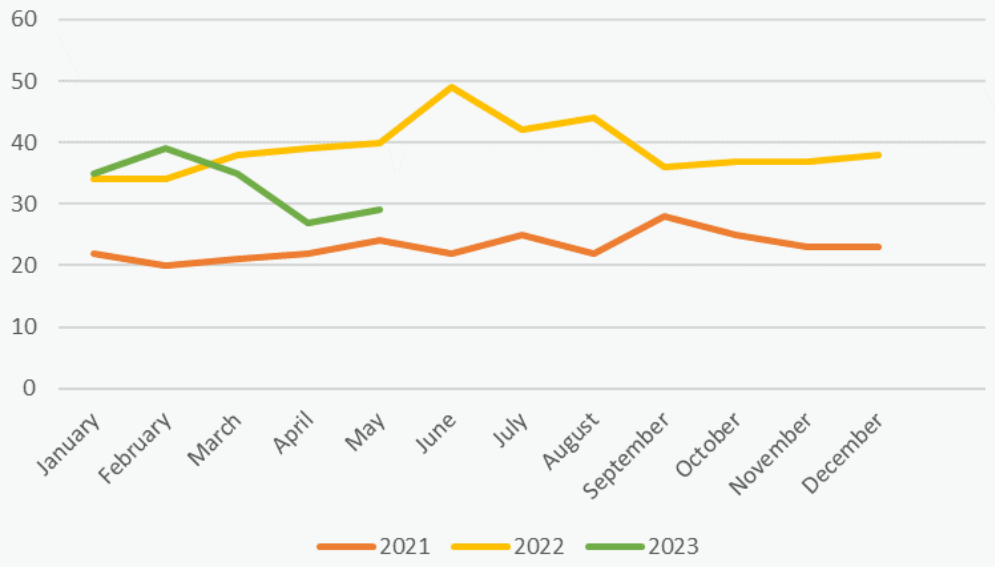
Ontario Works Caseload

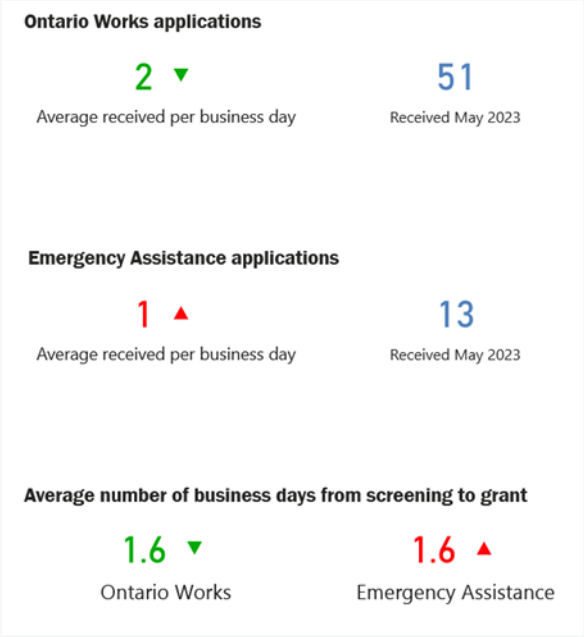


Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received



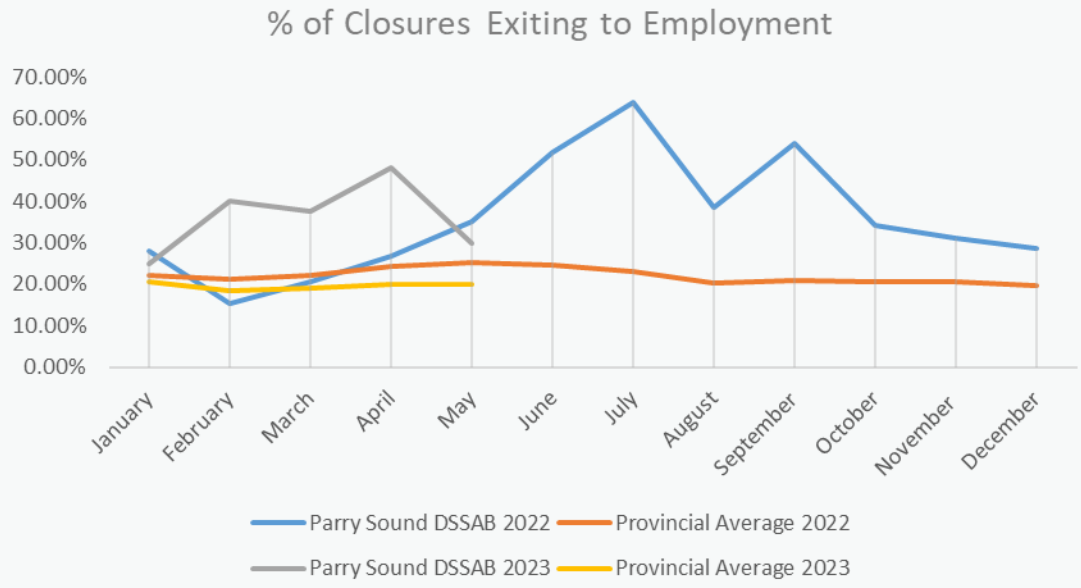
ODSP Participants in Ontario Works Employment Assistance

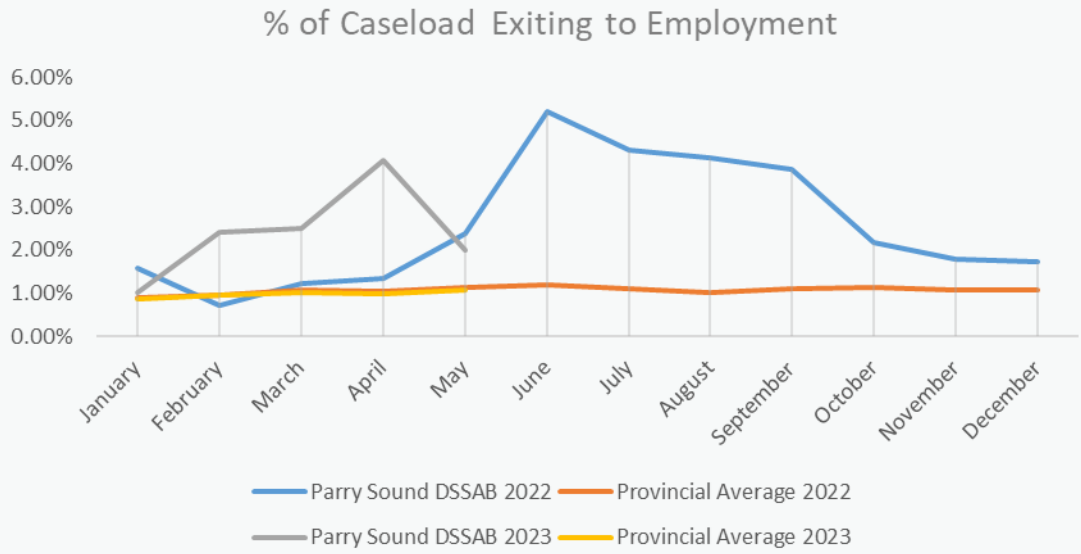




The OW Caseload for May was 600 (there 976 beneficiaries in total). We are supporting 29 ODSP participants in our Employment Assistance program. We also have 56 Temporary Care Assistance cases. Intake also remains steady. We had 51 Ontario Works Applications and 13 applications for Emergency Assistance in April.

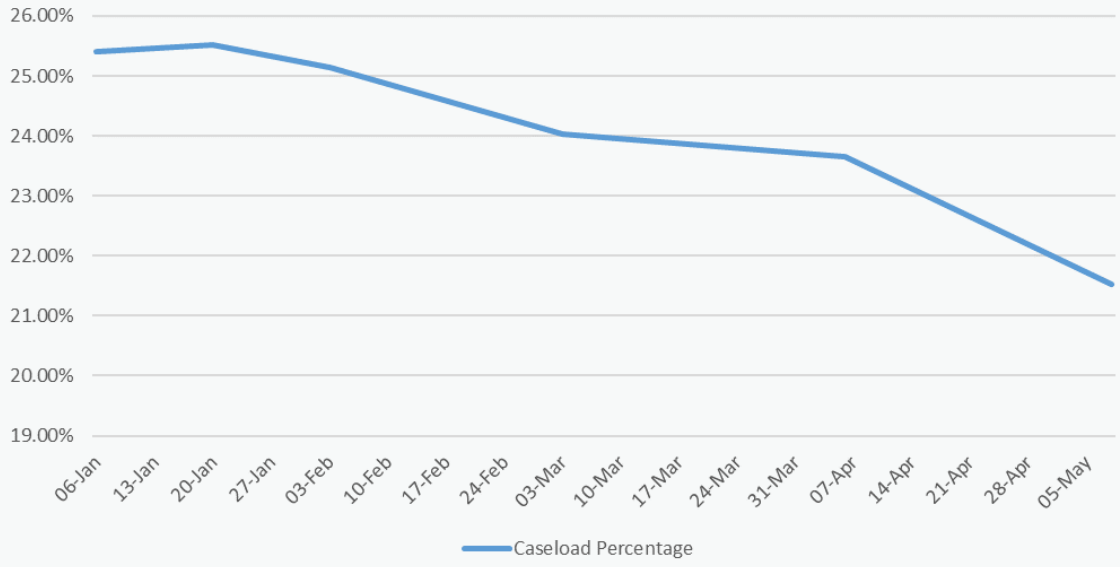
Employment Assistance & Performance Outcomes



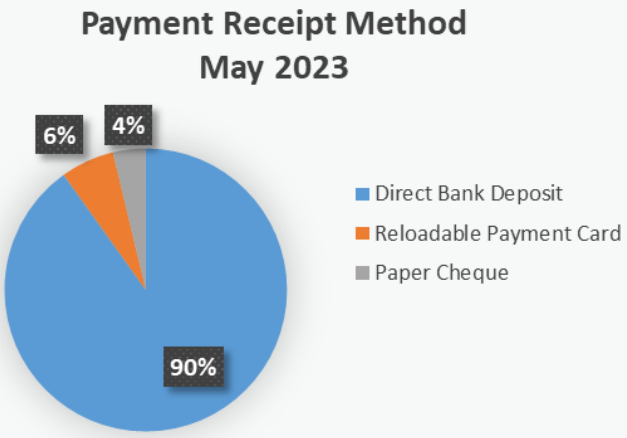


Despite a decline in our Employment Outcome Performance in May, we did finish in the top 3 in the North-east and had 6.7% of the caseload exit the program for any reason in May. This was number 1 in the region. One reason for the decline could be due to the significant reduction in job postings in April (-47.5% from March and -36.7% in April 2022), which is not typical for the seasonal type of employment in our area and bucks against the historical trend for the program.

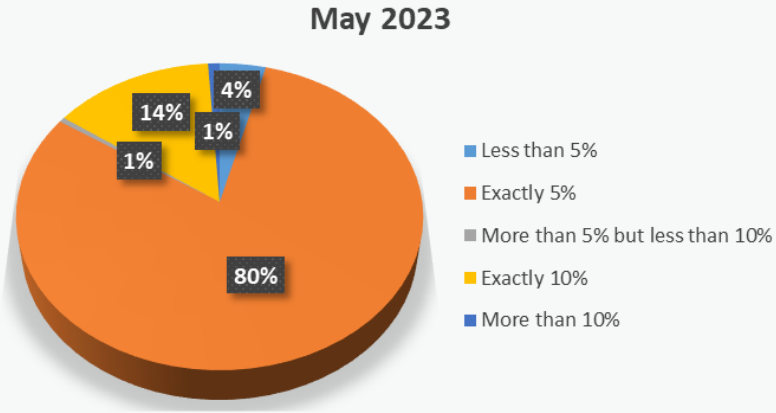
MyBenefits Enrollment 2023



DBD Enrollment



Overpayment Recovery Rate



Ontario Works Update

As we continue to anticipate and prepare for Employment Services Transformation in the district, the RFQ process for the Service System Manager for Employment Services closed June 2nd for the Northeast catchment area (along with Toronto and the Northwest). We await the call for proposals, at which the SSM will be selected. The Income Support Supervisors attended a Sector Review hosted by College Boreal on April 19th to review key findings from their consultation with stakeholders last fall in anticipation of this process.

The Director of Income Support and Stability was selected to sit on the OW Service Planning Working Group with MCCSS. The group convened with an in-person meeting in Toronto in April and met regularly until mid-June to review and provide feedback on the new OW Service Planning model to be implemented in 2024 for EST sites (we will see these changes in 2025). Currently, the service planning cycle is 2 years, the new cycle will be 4 years and will include Risk Management tools on privacy and outcome achievement.

After a lengthy absence, MCCSS has resumed consultation with DSSAB's/CMSM's regarding Centralized Intake. A virtual Town Hall was held May 11th to provide updates and gather feedback for the process going forward. The new Centralized Intake Collaborative and Strategic Table will now be held monthly and by region. The first one took place June 29th. The Supervisor of Income Support East and our two Program Lead staff will be participating and representing us in this group.

This month, there will be a 6.5% increase in ODSP rates. Earlier this year, the government announced that ODSP rate increases would be tied to the inflation rate going forward. There are no such increases for Ontario Works recipients.

We have entered into a Service Agreement with the Elizabeth Fry Society of Simcoe/Muskoka to provide Trustee support for Under 18 applicants of Ontario Works. The youth are connected to a Trustee Worker that provides support to obtain financial and employment readiness skills, referrals to other services and enrollment in the Safe Independence Program.

The OW NOSDA Group met in person at the AGM in Thunder Bay. During this meeting, MCCSS Directors met with the group to discuss upcoming changes and identify gaps in the proposed changes in SA Renewal and EST and their impacts on Northern DSSAB's and CMSM's.

Staff from Ontario Works East attended the CMHA conference on "Let's Talk Loneliness" on Friday, June 23rd in Huntsville. The conference had a keynote speaker, Dr Christine Wickens, who spoke about the mental and physical impacts of loneliness and isolation. It included a lot of research and data collected over the course of the pandemic. There were two concurrent workshops. One was from lived experience around clinical loneliness and understanding the behaviors and effects of this condition. The other one was on Social Prescribing. A Social Worker from Community Health Caring - Kitchener Waterloo, came to talk about what they are doing to combat loneliness and isolation in their area, by connecting people to healthcare and recreational activities. Social Prescribing is about supporting the health and well-being of people by using community-based activities and support. Like a medication prescription, your doctor is recommending a treatment – social connection! Social prescribing bridges the gap between the social and medical models of health and wellness. There were great connections made with CMHA staff and good new information that is relevant to the work we do.

Housing Stability Program - Community Relations Workers

Support

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

May 2023 Income Source	East	West
Senior	6	16
ODSP	10	28
Ontario Works	4	12
Low Income	15	29

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.

May 2023 Income Source	East	West
Senior	13	20
ODSP	11	18
Ontario Works	6	15
Low Income	9	37

Contact/Referrals

May 2023	East	West	YTD
Homeless	1	3	20
At Risk	2	3	38
Esprit Outreach Homeless	1	0	3
Esprit Outreach at Risk	0	3	10
Esprit in Shelter		1	6
Program Total			74

Short Term Housing Allowance

	Active	YTD
May 2023	4	27

Housing Stability: Household Income Sources and Issuance from HPP:

May 2023 Income Source	Total	HPP
Senior	5	$5,353.00
ODSP	3	$2,395.43
Low Income	8	$5,960.47

May 2023 Reason for Issue	Total
Rental Arrears	$3,000.00
Utilities/Firewood	$2,683.32
Transportation	$40.28
Food/Household/Misc	$7,705.60
Emergency Housing	$79.70
Total	$13,708.90

Ontario Works: Household Income Sources and Issuance from HPP

May 2023 Income Source	Total	HPP
Senior	1	$471.70
ODSP	4	$305.47
Ontario Works	11	$8,061.39
Low Income	3	$1,236.83

May 2023 Reason for Issue	Total
Rental Arrears	$2,022.00
Utilities/Firewood	$3,280.39
Transportation	$50.17
Food/Household/Misc.	$4,722.38
Total	$10,075.39

By-Name List Data
September 2021 - May 2023



Housing Stability Update

We hosted Income Tax Clinics with Sudbury Credit Counselling in our Parry Sound and South River offices on April 4th and 5th. These are affordable ways for individuals to get their income taxes done and ensure they are receiving all of the benefits they are entitled to.

The provincial government announced in May that they have renewed their partnership with the Canadian Alliance for Ending Homelessness. What this means is that we will continue to have support from our advisor on our By-Name List and Coordinated Access process. A kickoff call took place on June 23rd, attended by the Supervisor of Housing Stability and Program Lead. Coaching calls with our advisor have also resumed.

We have been asked by Researchers at Trent University to participate in a study in the use of hotels to combat homelessness in rural areas. Participants of our Hotel Projects and staff will be interviewed as part of this process.

In conjunction with the Finance and Income Support teams, we have digitized our application for Homelessness Prevention Program funding. As of April, paper applications and manual cheques were traded for a Digital Application and payment issuance through SAMS. This new process has saved us significant time and has shown a significant reduction in manual cheques that need to be created.

Community Relations Workers continue to work in partnership with our Community Partners with their current referrals. They have been creative in their style of operations to meet our clients where they are at. May that be adding more home visits, meeting at a location the client feels comfortable or utilizing technology.

The HSP Program staff have been engaged in various trainings over the past few months to enhance our knowledge in topics such as Leadership/Emotional Intelligence, and Violence Against Women Training provided by OAITH.

CRW's now make weekly visits to the NPLC's in the area on a rotational basis. This has been a great way to enhance our partnership with them and get vulnerable people connected to supports and services quickly.

We continue to enhance our By-Name List with Community Educations and adapting our in-house processes to ensure people are being added to the list during their first point of contact with the Income Support and Stability Intake Team.

Housing Programs

Social Housing Centralized Waitlist Report May 2023			
	East Parry Sound	**West Parry Sound**	**Total**
Seniors	41	109	150
Families	122	401	523
Individuals	471	186	657
Total	634	696	1,330
Total Waitlist Unduplicated			435

Social Housing Centralized Waitlist (CWL) 2022 - 2023 Comparison Applications and Households Housing from the CWL											
Month 2022	**New App.**	**New SPP**	**Cancelled**	**Housed**	**SPP Housing**	**Month 2023**	**New App.**	**New SPP**	**Cancelled**	**Housed**	**SPP Housing**
Jan	5			1		Jan	5	1	13		
Feb	9	1	2			Feb	5	1	10		
Mar	12		5	2	1	Mar	6		35		
Apr	12	1	1			Apr	11		17	6	
May	11	1		3		May	13	2	9	2	
June	15		3	2		June					
July	13	2	10	1		July					
Aug	5		17	2	1	Aug					
Sept	16		10	1	1	Sept					
Oct	14		12	6		Oct					
Nov	12	1	8	3		Nov					
Dec	1			5		Dec					
Total	125	6	68	26	3	Total	40	4	84	8	0

SPP = Special Priority Applicant

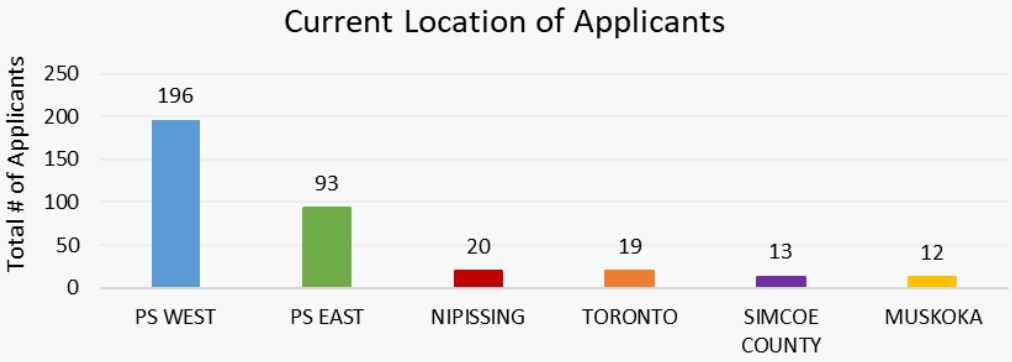
In the month of May we approved 13 new applications to the waitlist. We have seen a steady increase in applications as we move through 2023. We also saw 2 new special priority applicants come onto the waitlist and were able to see 2 households housed. Of the 9 cancelled applications, 5 requested removal and 4 were unable to be contacted for an update or offer.

Housing Programs staff were able to attend SHCANO (Social Housing Coordinated Access Network Ontario) training, in-person, for the first time since the pandemic began. Staff spent two days in Toronto in May and were able to participate in some great learning sessions and had the opportunity to network with other peers from across the province. The knowledge will be applied to daily operations, management of the centralized waitlist, and special priority applications.

Housing Programs said goodbye to a longtime DSSAB employee in May. One of our Housing Programs Support Workers retired on May 31st and had been with our agency for 19 years. We wish her all the best in her next adventure!

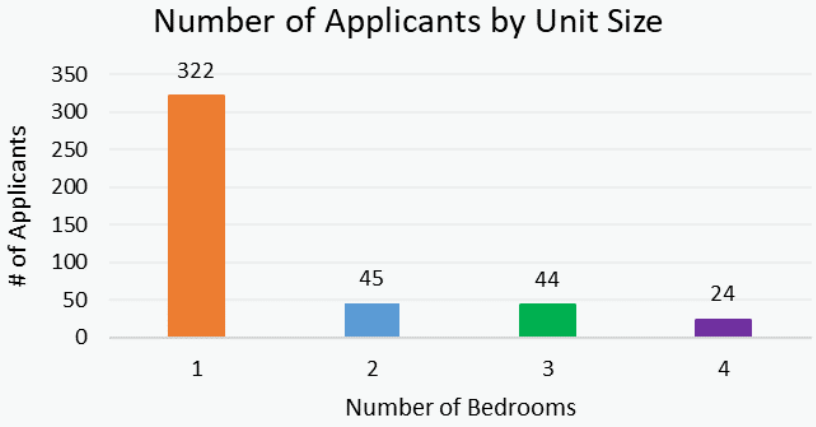
We have broken down Centralized Waitlist statistics to highlight the demand for housing in Parry Sound, determined by household type and location. The numbers are unduplicated and based on the building selections of each applicant.

Household Type	Desired Location West	Desired Location East	Desired Location East & West
Senior - single	55	40	14
Senior - family	3	3	2
Adult - single	102	56	53
Adult - couple	6	0	6
Adult - 1 parent family	46	13	16
Adult - 2 parent family	10	4	6



We identified where applicants are currently residing. Just over 50% are in West Parry Sound.

We identified the number of applicants on the waitlist by the unit size the household selected. Almost 75% of applicants on the centralized waitlist have requested one-bedroom units.



Parry Sound District Housing Corporation
May 2023

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	4	15
Move in	3	16
L1/L2 forms	2	5
N4 - notice of eviction for non payment of rent	2	4
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	6
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	1
Repayment agreements	10	35
Tenant Home Visits	12	78
Mediation/Negotiation/Referrals	6	48
Tenant Engagements/Education	10	61

Tenant Services Update

This spring Tenant Services has been very busy with tenant moves – transfers, move-ins, unit vacancies, as well as visiting the buildings to provide educational engagements with tenants and developing a new lease to roll out this summer.

The team has completed some training including digital emotional intelligence, email security, and safety, first aid/CPR, along with ladder safety training. Tenant Services have been collaborating with other programs to wrap services around our tenants when needed.

We have been involved in filing applications with the Landlord Tenant Board for evictions regarding non-payment of rent. Tenant Services has been working with the Maintenance Team to further explore the situation when damage is seen within the unit. This can be an indication of someone struggling with mental health, addictions, physical or cognitive disabilities, etc. The hope is when doing so, a smoother resolution can be attained and support can be put in place to assist with a successful tenancy going forward.

We purchased and filled flower boxes for the entrance at one of the buildings, as well as planted individual herbs and flower boxes with tenants at the other buildings. One of the Tenant's Education Sessions included doing some grounding meditation and a nutritious smoothie-making activity.



Property Maintenance and Capital Projects
May 2023

Pest Control	8	8 buildings monitored monthly
Vacant Units	16	one-bedroom (12); multiple bedroom (4) (not inclusive of The Meadow View)
Vacant Units - The Meadow View	8	one-bedroom market units (8)
After Hours Calls	6	Broken toilet handle, no hot water, fire panel trouble, Bell required access to the mechanical room, backed up sewage in a basement, broken door due to EMS response
Work Orders	161	Created for maintenance work, and related materials for the month of May
Fire Inspections		A total of 56 units were inspected for fire safety in the month of May

Local Housing Corporation and DSSAB Buildings - May

- Our Maintenance Team has been very busy this quarter, implementing new procedures and hiring new staff members; as a result, our workflow has increased, allowing us to streamline the repair process
- We're pleased to report that we're 90% complete with the Waubeek ELCCC furnace replacements
- We had to urgently replace most of the furnaces serving our family homes
- In the process of acquiring a design consultant to provide us with working drawings for the replacement of the Belvedere windows
- 66A Waubeek roof replacement is in the tendering process
- We've received the design documents for the repair of the upper retaining wall at Belvedere, but due to the higher-than-expected cost, we've retained CDCD to provide alternative options to provide a better cost/benefit analysis
- The construction process for the duplex conversion is well underway
- Currently receiving quotes for the replacement of the roof system at 16 Toronto Ave

Ongoing Challenges:
Prices of services and materials are inflated. Wait times on certain items remains a challenge.

Esprit Place Family Resource Centre
May 2023

Emergency Shelter Services	April 2023	YTD
Number of women who stayed in shelter this month	10	43
Number of children who stayed in the shelter this month	1	22
Number of hours of direct service to women (shelter and counselling)	80	571
Number of days at capacity	0	73
Number of days over capacity	0	31
Overall capacity %	39%	82%
Resident bed nights (women & children)	121	1,232
Phone interactions (crisis/support)	54	151

Transitional Support	May 2023	YTD
Number of women served this month	10	35
Number of NEW women registered in the program	1	1
Number of public ed/groups offered	1	3

Child Witness Program	May 2023	YTD
Number of children/women served this month	22	62
Number of NEW clients (mothers and children) registered in the program	2	17
Number of public ed/groups offered	1	2

Esprit Place Family Resource Centre Update

Esprit Place continues to operate near capacity. In cases where we are unable to admit clients to the shelter, we work to support women in accessing other accommodations or resources to ensure their immediate safety. The complexity of client needs continues to be an issue. To address this, Esprit has been working diligently to establish connections with key community partners in order to ensure that our clients have timely access to required services. We now have an Addictions Counsellor from CMHA providing service at Esprit Place weekly for half a day, offer space for Children's Aid to meet with their clients residing in the shelter, and support Indigenous Health Representatives to visit with and provide care to their client's currently residing in shelter.

The Children's Voices program is also focused on strengthening partnerships in order to deliver group prevention programming as well as one-on-one counselling opportunities for children registered in our programs. This has included our ongoing formal relationship with NNDSB, as well as new formal agreements to provide program delivery at both the Wasauksing School and The Drop in Parry Sound.

Staff and residents have been thrilled to introduce the new COVID Guidance, including the elimination of routine rapid antigen testing and masking, changes which have been improving moral and supporting forward momentum. However, COVID continues to have an impact as our capacity continues to be reduced by 3 beds as a result of continued physical distancing requirements mandated by the Ministry of Health.

THE CORPORATION OF THE TOWN OF KEARNEY

BYLAW 2023 – XX

A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL AND ITS COMMITTEES - COMMONLY KNOWN AS THE PROCEDURE BY-LAW

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

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

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

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

1. **DEFINITIONS**

CAO - the Chief Administrative Officer of the Corporation of the Town of Kearney
Clerk - the Clerk of the Corporation of the Town of Kearney
Closed Meeting - a meeting of Council or other Committee to which public access is restricted.
Confirmatory By-law - a by-law of Council that adopts all resolutions passed at a Council meeting.
Committee – an advisory group created by, and members appointed by Council, which may or may not have a member of Council appointed.
Council - the elected and sworn members of the Council of the Corporation of the Town of Kearney.
Deputation - an address to Council or Committee at the request of a person wishing to speak on a specific item.
Electronic Participation - Includes telephone, video, audio conferencing or other interactive method whereby Members, staff and the public are able to hear the Member(s), staff and public participating by electronic means and the Member(s) participating by electronic means can hear other Members, staff and the public.
Head of Council - the Mayor or in cases of a Committee - the Chair.
Member – an elected and/or appointed representative of Council or a Committee acting in their elected and/or appointed position.
Point of Order – a question by a Council member with the view to calling attention to any issue relating to the Procedure By-Law or the conduct of Council's business or in order to

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assist the member in understanding Council's procedures, making an appropriate motion or understanding the effect of a motion.

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

Quorum - a majority of members of Council or Committee.

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

Resolution – the decision of Council on any motion.

2. ROLE OF COUNCIL

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

2.1 to represent the public and to consider the well-being and interests of the Town,

2.2 to develop and evaluate the policies and programs of the Town;

2.3 to determine which services the Town provides;

2.4 to ensure that administrative policies, practices and procedures are in place to implement the decisions of Council;

2.5 to ensure the accountability and transparency of the Town, including the activities of the senior management of the Town;

2.6 to maintain the financial integrity of the Town; and

2.7 to carry out the duties of Council under the *Municipal Act* or any other *Act*.

3. MEETINGS OF COUNCIL

3.1 **Regular Council Meeting** - Regular Meetings of Council shall be held at 6:00 p.m., in the Council Chambers, at 8 Main Street, Kearney, the first and third Thursday of each month. During the months of July, August and December, Regular Meeting of Council shall be held at 6:00 p.m. on the first Thursday only, of each month.

3.2 Council meetings shall be held in the Community Centre, 8 Main St,. Kearney, ON P0A 1M0. Alternate locations may be considered with a Council resolution and appropriate public notice.

3.3 Notice of meetings shall be posted on the Municipal website. A meeting of Council may be cancelled or changed by Council resolution, with appropriate public notice to be provided as soon as possible. When a regular meeting of Council is cancelled or changed, the Clerk shall give notice at least seven (7) days in advance by posting

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on the website and, if possible, by publication in a local newspaper.

3.4 Council may, by resolution, alter the date and/or time and/or access of a Regular Meeting provided that adequate notice of the change is posted and published in accordance with the Public Notice By-law.

3.5 All Regular Council Meetings may be streamed virtually to allow for public to view and participate in the meeting as per Section 3.8 Electronic Participation. If the meeting is to lose connectivity, the Chair shall pause the meeting when the connectivity issue is brought forward. Staff will re-attempt the connectivity up to a maximum of 15 minutes from the pause of the meeting. If the meeting cannot be reconnected within that period of time, the meeting will be adjourned and reconvened at a later date. The reconvening of the meeting will provide the public with at least 36 hours' notice.

3.5 **Special Meeting of Council -** Any Member of Council may call a special meeting, with twenty-four (24) hours' notice if possible, through the Clerk's office. Public notice shall be given on the municipal website as soon as possible and by any other method that is possible within the time frame. The only item(s) of business to be dealt with at a special meeting is that which is listed in the notice of the meeting.

3.6 **Inaugural Meeting** - The inaugural meeting of Council shall take place in accordance with the *Municipal Elections Act.*

3.7 **Closed Meeting** - All meetings of Council and all meetings of any Committee of Council shall be open to the public, except if the subject matter being considered is permitted by the *Municipal Ac*t, to be discussed in closed session. Before holding a meeting or part of a meeting that is to be closed to the public, Council shall state by resolution the fact of holding a closed meeting and the general nature of the matter to be discussed at the closed meeting.

3.8 **Electronic Participation-** Council or committee meetings may offer electronic participation, at the discretion of the Chair, in accordance with the *Municipal Act*. Council may offer electronic participation for a Council meeting during an emergency declared by either the Provincial Government, the Municipal Head of Council (or appointed designate), under the *Emergency Management and Civil Protection Act.*, in accordance with the Municipal Act. Members participating electronically will be counted towards quorum. Members may fully participate and vote in both open and closed meetings. Members of the public may participate electronically in open meetings, as the chosen technology permits.

A member of Council, a Committee or Local Board may participate electronically in open or closed meetings.
(2) Any such member shall be counted towards quorum of members present at

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any point in time and shall be able to vote; as permitted by the Municipal Act.
(3) Pursuant to the Municipal Conflict of Interest Act, as amended, members who have declared a pecuniary interest regarding a matter being discussed, and are participating electronically, shall disconnect and leave the electronic meeting and not participate in any way with respect to the matter in question.
(4) The Clerk shall advise the Member(s) when to re-connect to the meeting, as appropriate.
(5) Members are requested to notify the Clerk twenty-four (24) hours in advance of any Meeting at which they intend to participate electronically.
(6) Members of the public and staff may participate electronically. Members participating electronically shall make every effort to keep their camera-on through the entirety of the meeting.
(7) Notwithstanding s. 5.17, 'electronic participation' does not exclude the necessity of advance notice of agendas and meetings times/locations for public access and must adhere to s. 4.3, meeting notice provisions.

3.9 **Communication Device-**

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

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

4. DUTIES OF THE HEAD OF COUNCIL

The Head of Council shall:

4.1 open the meeting of Council by taking the chair and calling the meeting to order;

4.2 announce the business before the Council in the order in which it is to be considered;

4.3 receive and submit, in the proper manner, all motions presented by the members of Council;

4.4 put to vote all questions which are regularly moved and seconded or necessarily arise in the course of proceedings and to announce the result;

4.5 decline to put to vote motions which are counter to the procedure by-law;

4.6 ensure that members follow the procedure by-law when engaged in debate;

4.7 be permitted to participate in any debate without leaving the chair;

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4.8 enforce on all occasions the observance of order and decorum among the members and those present as observers;

4.9 if quorum agrees, Council may direct questions to the public during the meeting only if no disruption results to the decorum of the meeting;

4.10 call by name, any member or person who persists in breaching the procedure by-law of the Council, ordering him/her to vacate the Council chamber;

4.11 adjourn the meeting when the business is concluded; or adjourn the meeting without question put, in the case of serious disorder arising in the Council chamber;

4.12 authenticate by signature, all by-laws, resolutions, and minutes of Council.

5. ABSENCE OF HEAD OF COUNCIL

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

CONDUCT OF MEMBERS AND THOSE PRESENT

No member of Council or other person present shall:

6.1 speak disrespectfully or make allegations concerning another member of Council, staff or the public;

6.2 use offensive words or unparliamentary language;

6.3 disturb Council or other person(s) by using disorderly conduct that is disconcerting including calling out questions or addressing Council without permission;

6.4 criticize any decision of Council, except by a Member of Council for the purpose of moving that the question be reconsidered.

7. QUORUM

7.1 A majority of Council members present shall constitute a quorum.

7.2 If no quorum is present thirty (30) minutes after the time appointed for the meeting, the Clerk shall record the names of the members present and the meeting shall be adjourned until the date of the next regular meeting or until a

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special meeting is called.

8. **REGULAR COUNCIL AGENDA**

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

Opening Remarks/Announcements

Approval of Agenda

Disclosure of Pecuniary Interest

Minutes of Previous Meetings

Municipal Boards and Committees Minutes

Deputations and Presentations

Staff Reports, Motions and Discussion

By-laws

Correspondence Future Items

Accounts

New Business

Talk to the Mayor

Closed Session (if required)

Confirmatory By-law

Adjournment

8.2 Any item which is not on the agenda as set but has been determined by the Clerk to be of a nature which requires attention prior to the next scheduled meeting, the item may be added by addendum at the discretion of the Clerk.

8.3 Any items brought forward as a time-sensitive issue by other means shall require a majority vote of the members present to be added to the agenda.

8.4 All items not included in the agenda package and presented as an 'on desk item' will be included in the posted agenda.

8.5 **Regular Council Agenda Packages** – Agenda Packages will be available for Council

pick-up and online by 3:00 pm on the Friday preceding a regular meeting of Council.

9. DISCLOSURES OF PECUNIARY INTEREST (CONFLICT OF INTEREST)

9.1 Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Council or Committee which the matter is the subject of consideration, the Member, shall govern themselves in accordance with the *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 and shall:

i. determine whether they may have a direct or indirect pecuniary interest and to disclose the nature thereof;

ii. prior to any consideration of the matter at the meeting, disclose the interest verbally at the meeting and then in writing, in a form provided, to the Clerk, the general nature thereof;

iii. not take part in the discussion of, nor vote on any question in respect of the matter;

iv. not attempt in any way whether before, during or after the meeting to influence the voting on the matter;

v. where a meeting is open to the public, the Member shall, in addition to complying with the requirements of *Municipal Conflict of Interest Act,* R.S.O. 1990, c. M.50 forthwith leave the meeting or part of the meeting during which the matter is under consideration;

vi. where a meeting is not open to the public, the Member shall, in accordance with the *Municipal Conflict of Interest Act,* R.S.O. 1990, c. M.50 forthwith leave the meeting or the part of the meeting during which the matter is under consideration;

vii. where the interest of a Member has not been disclosed by reason of the Member's absence from a particular meeting, the Member shall disclose the Member's interest and otherwise comply at the first meeting of the Council or Committee, as the case may be, attended by the Member after the particular meeting.

9.2 Every declaration of interest and the general nature thereof, shall where the meeting is open to the public, be recorded in the minutes of the meeting by the Clerk of the Town or secretary of the Committee, as the case may be;

9.3 Every declaration of interest made, but not the general nature of that interest,

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shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public;

9.4 Where the number of members who, by reason of the Provisions of *Municipal Conflict of Interest Act,* R.S.O. 1990, c. M.50 Act, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special *Act*, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

10. MINUTES

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

10.1 the date, time and place of meeting;

10.2 the names of members and staff present;

10.3 the adoption and any corrections of the minutes of prior meetings;

10.4 proceedings of the meeting which will include motions, resolutions, decisions, and directions, without note or comment.

11. DEPUTATIONS AND PRESENTATIONS

11.1 Persons who wish to make a presentation to Council on matters may request in writing providing an outline of the nature of the deputation by 12:00 noon on the Wednesday prior to the next regular meeting, that the Clerk place their name and the topic on the agenda as a deputation or presentation.

11.2 The Clerk, at his/her discretion will determine the eligibility, date and time of the deputation.

11.3 The Clerk may approve a deputation to Council with less notice than required in this section.

11.4 Deputations shall be limited in speaking to not more than ten (10) minutes.

11.5 A member of Council may ask questions only for the purpose of obtaining information relating to the matter under discussion and such questions must be stated concisely.

11.6 After Council has rendered a decision on the issue and written notification of that decision has been given, Council will not consider that issue again within six (6) months. An exception may be granted at the discretion of the Clerk, if substantially new and/or substantially significant information is provided.

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11.7 The Clerk may limit the number of deputations heard at any meeting.

11.8 Any person giving a deputation or presentation shall not:

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

12. CORRESPONDENCE

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

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

13. MOTIONS

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

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

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

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

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

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

The manner of determining the decision of Council on a motion shall be at the

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discretion of the Head of Council and may be by show of hands, verbal, standing, or any other method.

13.2 **Recorded Vote** - If a member present at a Council or Committee meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any *Act*, shall announce his or her vote openly and the Clerk shall record each vote.

13.3 Any resolution shall require a majority of votes in order to be valid and binding on the Council. If there is an equality of votes, the vote shall be deemed to be lost. A failure to vote by a member who is present at the meeting and who is qualified to vote, shall be deemed to be a negative vote.

13.4 **Notice of Motion -** When a member provides the Clerk with written notice of any motion, the matter shall be included on the agenda for the next regular meeting of Council.

13.5 **Motion to Reconsider** – A motion to reconsider shall not be made during the same meeting of Council at which the original determination was taken. If a decision has not been substantially acted upon, a Member of Council who voted on the prevailing side may at any time within six months of the original decision, introduce a motion to reconsider a previous decision.

14. READING OF BY-LAWS

14.1 Every by-law shall be introduced upon motion by a member of Council specifying the title of the by-law.

14.2 Every by-law shall be typed and contain no blanks except as required to conform to accepted procedure or to comply with provisions of any act.

14.3 Every by-law shall have three (3) readings prior to being passed. If Council so determines, a by-law may be taken as read three (3) times.

14.4 Every by-law enacted by the Council shall be numbered and dated, signed by the Clerk and the Mayor, sealed with the corporate seal, and filed in the Municipal Vault.

14.5 No by-law except a by-law to confirm the proceedings of Council shall be presented to Council unless the subject matter has been considered and approved by Council.

15. CONFIRMATORY BY-LAW

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

16. MISCELLANEOUS

16.1 **New Business -** Any matter arising from a deputation or presentation will be considered at a future Council meeting. However, a matter may be considered by Council during this time if sufficient information is available and time permits.

16.2 **Curfew -** Regular Council meetings shall not exceed four (4) hours in duration.

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

17. SUSPENSION OF RULES

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

18. AMENDMENT

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

18.2 Waiving of this notice by the Council is prohibited.

19. PREVIOUS BY-LAWS RESCINDED

By-law No. 2020-41 and all previous By-laws and resolutions and parts of By-laws and resolutions inconsistent with the provisions of this By-law, governing the calling, place and proceedings of Council, the conduct of its members and the calling of meetings, are hereby repealed.

20. EFFECTIVE DATE

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

READ A FIRST and SECOND TIME on the _____ day of _____, 2023.

THE CORPORATION OF THE
TOWN OF KEARNEY

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Mayor

Clerk

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THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW NUMBER 2023-

BEING A BY-LAW TO ESTABLISH FEES OR CHARGES FOR SERVICES OR ACTIVITIES PROVIDED OR DONE BY THE CORPORATION OF THE TOWN OF KEARNEY

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

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

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

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

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

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

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

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

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

1. Definitions:

   1.1 "**Act**" means the *Municipal Act, S.O. 2001*
   1.2 "**By-law**" means this By-law, as amended from time to time.
   1.3 "**Town**" means The Corporation of the Town of Kearney.
   1.4 "**Council**" means the elected Council of the Town.

2. That the fees and charges for various municipal services and activities, including applicable taxes, be established in the Schedules attached hereto and forming part of this By-Law as follows:

   Schedule "A" Corporate Services – Clerk's Department

   Schedule "B" Corporate Services – Finance Department

   Schedule "C" Planning Department

Schedule “D” Facilities / Recreational Programming and Trails

Schedule “E” Public Works

Schedule “F” Transfer Station

Schedule “G” Fire Department

Schedule “H” Building Department

3. That the attached Schedules may be amended from time to time as deemed expedient by Council and that the complete By-law be reviewed within one year to ensure the appropriateness of the fee structure and every three (3) years thereafter.

4. That with respect to Planning Department fees, the applicant/agent and the owner shall understand, acknowledge and accept that the Town does not retain as full-time staff professional engineers, planners and solicitors that the Town contracts out private firms for these services. The applicant/agent and/or the owner SHALL be jointly and severally liable for paying to the Town all costs it incurs in processing or reviewing the applications including but not limited to fees for planning, engineering and legal services, together with any Town administration fees. The Town shall notify the applicant/agent and/or owner from time to time of any costs incurred by the Town and the applicant/agent and/or the owner shall have thirty (30) days to pay the Town for those costs after notice is given. In the event that the applicant/agent and/or the owner do not pay those costs within thirty (30) days, the Town has a right to apply any deposit held against those costs and further to cease doing any work on the review of this application until such time as all outstanding costs are paid in full.

5. Notwithstanding that a tariff of fees is prescribed, the Council of the Town may reduce the amount of, or waive the requirement for the payment of a fee at its discretion in cases of hardship where it is determined that the action for which the fee is to be charged will be for the general benefit of the municipality and its ratepayers;

6. Where the provisions of this By-law may conflict with any other By-Laws, this By-Law shall prevail.

7. This By-Law shall be known as the “Tariff of Fees By-Law”.

8. That By-law 2021-25 is hereby repealed.

9. This By-Law shall come into full force and effect on the date of passing.

Read a First, Second and Third time and finally passed this of 2023.

_____
Mayor

_____
Clerk

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SCHEDULE "A"
TO BY-LAW NUMBER 2021-25

CORPORATE SERVICES – CLERK'S DEPARTMENT

Fee Title	Fee Plus applicable taxes	Fee Basis
Photocopies Black & White	$0.30 $0.35 $1.00	Per page 8.5" x 11" Per page 8.5 " x 14" Per page 11" x 17"
Photocopies Colour	$0.50 $0.75 $2.00	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
Faxes – Outgoing	$2.00	Per page
Faxes – Incoming	$1.00	Per page
Copy of Zoning By-law	$50.00	Per copy
Copy of Official Plan	$50.00	Per copy
Maps **	$5.00	8.5 x 11 colour print of property
Freedom of Information Request	$5.00	Per request as per legislation
FOI records search	$7.50	Per legislation - Per ¼ hour
Lottery License	3% of prize value	Per OLGC regulations
Dog License	$12.00 $15.00 $20.00 $5.00	First dog Second dog Each additional Replacement tag
Kennel License Each dog tag for Kennel dogs Replacement Kennel License	$100.00 $5.00 $50.00	Annually
Dog redemption from impound First Offence Second Offence Third offence Each subsequent offence	 $ 50.00 $ 75.00 $100.00 $100.00	
Food Vendor License	$300.00	Per Event
Trailer / Camper license	$700.00	Per Year commencing after 30 days have elapsed
Marriage License	$125.00	Per License
Remove Property Standards Order from Title	$100.00	Per application
Line Fence Dispute Administration Fee	$100.00 plus legal fees	Per application
Civic Address Signs Replacement Civic Address Sign	$45.00 $20.00	New signs with pole Replacement Sign (no pole)
Showers	$5.00	Per person
Tender Documents	$50.00	Per tender package

** **Map** could include zoning, lakes, roads, road names, contours, tributaries, lots and concession

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SCHEDULE "B"
TO BY-LAW NUMBER 2021-25

CORPORATE SERVICES – FINANCE DEPARTMENT

Fee Title		Fee Plus Applicable Taxes	Fee Basis
Tax Certificates		$50.00	Per property
Returned Items (NSF)		$45.00	Per cheque
Tax Registrations		$1,500.00	Per Property
Tax history search		$30.00	Per hour
Credit Card Transaction Fee		2% of value	Per item

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SCHEDULE "C"
TO BY-LAW NUMBER 2021-25
PLANNING DEPARTMENT

Fee Title		Fee Plus applicable taxes	Fee Basis
Zoning By-law Amendment		$750.00: Residential $1,500.00: Commercial $1,000: Deposit (each)	Administration fee per application
Official Plan Amendment		$1,000.00: Residential $2,000.00: Commercial $1,000.00: Deposit (each)	Administration fee per application
Minor Variance		$750.00	Administration fee per application
Consent (Severance) Validation, Foreclosure, Power of Sale		$400.00 $50.00 $1,000.00 Deposit (each)	Administration fee per application Each additional application
Agreements – Development, Subdivision, Consent, Condo, User Mtce. and Site Plan		$500.00 $1,000.00 Deposit (each)	Administration Fee per Agreement Deposit required
Plan of Subdivision / Condominium		$1,500.00 $1,000.00 Deposit (each)	Administration fee per application
Road Allowance Closings Road Allowance Shore Road Allowance Road Allowance within 100 m of a waterbody		$600.00 Per Market Value (as per Section X *Ontario Municipal Act, 2001, S.O. 2001, C. 25.* $1,000.00 Deposit (each)	Administration fee per application Deposit required Plus: Administration Fee Appraisal Fee (if applicable) Survey Costs (if applicable) Legal Costs (if applicable)
~~License of Occupation (Encroachments)~~		~~$250.00~~ ~~$100.00~~	~~Administration Fee per application~~ ~~Annual Renewal fee~~
Deeming By-law		$500.00 $1,000.00 Deposit	Administration fee per By-law
Staff Review/Report Fee		$500.00	Administration Fee
Pre-consultation Report Fee		Residential: $150.00 Fee Deposit $2000.00 Commercial: $200 Fee Deposit - $3000.00	Administration fee per report
Official Plan, Zoning, Building, Subdivision Compliance Report		$100.00: Residential $200.00: Commercial	Administration fee per report

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NOTE:

1. When necessary, the Town of Kearney reserves the right to require a deposit amount for the purpose of retaining professional services (solicitor, engineer, planner) in all planning matters**.**

2. With respect to Planning Department fees, *the applicant and the owner* shall understand, acknowledge and accept that the Town of Kearney does not retain as full-time staff professional engineers, planners and solicitors and that the Town of Kearney contracts out these services.

3. *The applicant and the owner* **SHALL** be jointly and severally liable for paying to the Town of Kearney all costs incurred in processing or reviewing applications including but not limited to fees for planning, engineering and legal services, together with any Town of Kearney administration fees.

4. The Town of Kearney shall notify the applicant and owner from time to time of any costs incurred by the Town and the applicant and the owner shall have thirty (30) days to pay the Town for those costs after notice given. In the event that the applicant and the owner do not pay those costs within thirty (30) days, the Town has

the right to apply the deposit held against those costs and further, to cease work on this application until such time as all outstanding costs are paid in full.

SCHEDULE "D"
TO BY-LAW 2021-25

Facilities / Recreational Programming and Trails

Fee Title		Fee Plus applicable taxes	Fee Basis
Gymnasium-Weddings and other large group affairs		$420	Includes ½ day before event, event day and ½ day clean up
Gymnasium- all other events		$75 $25	Per 3 hour rental – for all purposes Each additional hour (or part thereof)
Bar Area / Kitchen		$100 $25.00	Per 4 hour rental Each additional hour (or part thereof)
Security/cleaning deposit		50% of rental fee	At booking
Chafing Dishes		$10	Per item
Tablecloths		$10	Per item
SOCAN Music Fees		$31.72 $63.49	Without dancing With dancing
Seniors Room Kitchen		$75 $25 $25.00	Per 3 hour event Each additional hour (or part thereof Per hour (or part thereof)
Recreational Classes , Workshops, Activities		Based on Actual Cost(s)	Per Event
Additional Amenities		As per Rental Agreement	

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SCHEDULE "E"
TO BY-LAW NUMBER 2021-25
PUBLIC WORKS

Fee Title	**Fee** **Plus applicable taxes**	**Fee Basis**
Sign Permit	$80.00	Per Year
Portable (A Frame) sign permit	$25.00	Per Year
Mobile Sign Permit	$75.00	Per year
Driveway Culvert Permit Application	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Driveway Paving Permit Application	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Pavement Cut for Development Purposes (cables, pipes, etc.)	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Entrance way permit for concrete curb cut	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Road Occupancy Permit	$80.00	Per Year
Work on Town Property	Letter of Credit for $10,000.00	Letter of credit per event to be held pending damage
Oversize/overweight permit • Application	$200.00	Per application Plus Cost Recovery
~~Special Event Permit:~~ ~~• Recognized community event where the Town is a partner~~ ~~• all other events~~	~~No charge~~ ~~$100.00~~	~~Per Event~~ ~~Plus Certificate of Insurance~~
~~Encroachment Agreements~~	~~$500.00~~	~~Per Agreement~~ ~~Plus Cost Recovery of any professional services required (lawyer, engineer, planner)~~
~~Application for Street Signs~~	~~$200.00~~	~~Administration Fee – non refundable~~ ~~Plus cost of the Sign~~

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SCHEDULE "F"
TO BY-LAW NUMBER 2021-25
TRANSFER STATION

Fee Title		**Fee** **Plus applicable taxes**	**Fee Basis**
Transfer Station Card		$25	Replacement card
Additional bags of garbage		$2	For each bag over limit (limit being 5 bags per household, per month)
UNSORTED		$20	Additional Fee
Large Appliances		Free $50 $10	**Tagged – Freon removed** **With Freon** - Fridge, freezer, air-conditioner Non-metal
Furniture		$10 $20	Small Per Item: Couch, Love Seat, Chair, Mattress, Box Spring, Kitchen Set, Dining Set
Burnable brush or building material (**NO** Logs Or Stumps)		$25 $75 $125	Pick-up 8' box or 4'x8' trailer Single Axle trailer Tandem Axle trailer
Construction Waste		$5 $25 $75 $125	Per Single Item: Window, Countertop, Insulation, Drywall, Plumbing Fixture, Styrofoam Pick-up 8' box or 4'x8' trailer Single Axle trailer Tandem Axle trailer
Asphalt shingles		$150 $250 $300	Pick-up truck 8' box or 4' x 8' trailer Single-axle Trailer Tandem-axle Trailer
Electronics		Free	
Tires		Free	
Non-Compliance with respect to Town Pick-up		$100.00	Per offense

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SCHEDULE "G"
TO BY-LAW NUMBER 2021- 25

CLASSES OF PERMITS

FIRE DEPARTMENT

Fee Title	Fee Plus applicable taxes	Fee Basis
Fire (Burn) Permit	$2 $20 $50	Evening campfire (3 days) Incinerator/campfire (per season) Day burn (per day)
Green Leaf 911 Sign To identify Solar Photovoltaic Installation	$15	Per reflective green leaf sticker
<u>False Alarm</u> 1st False Alarm 2nd and subsequent false alarms in any 12 month period	No Charge $410 Minimum	Per Vehicle and staff
Open Fire without a permit	$250 Minimum <u>Plus</u> $410 Per vehicle (min. 1 hr) $205 for each additional ½ hr	Minimum charge Cost of vehicle, staff
Fire Department response fees – *Indemnification Technology®*	Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney Should the Insurer pay the coverage to the Property Owner, the Property Owner is liable to remit these funds to the Town or its representative	For each call
Fire CALL response to extinguish non-compliant fire	$410	Per vehicle, Per hour
Fire CALL to Ministry of Natural Resources air/ground	All costs associated with extinguishment as per Agreement with MNR	
Fire Letter/Report	$50	Per Letter/Report
Inspection Fees	$100 $60/hr $100 $50 $100 $110/hr	**Per Inspection :** Single family dwelling with 1 re-inspection (no wood burning appliance) Apartment or multi unit building, per Inspector In-home day care Additional inspections Special Needs home Nursing home inspections (2 persons)

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	$100 $75 $100 $75/hr	Liquor Licence Inspection Follow-up inspections Retail/Commercial facility Restaurant, per Inspector
Copy and Release Inspection Report	$50	Per Release

SCHEDULE "H"
TO BY-LAW 2021-25
BUILDING DEPARTMENT

also serves as

SCHEDULE "A" – to By-law 2021-18

CLASSES OF PERMITS

1. Building Permit
   To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.

2. Demolition Permit
   For the demolition of all or part of a building.

3. Conditional Permit
   Pertains to construction only and may be issued only in accordance with Section 8(3) of the *Building Code Act*.

4. Stage of Construction
   For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.

5. Designated Structure
   To be for the purpose of constructing a designated structure as defined in the *Ontario Building Code.*

6. Temporary Structure
   To permit the erection of a tent or temporary structure which exceeds sixty (60) square metres in ground area.

7. Transfer Permit
   To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.

8. Occupancy Permit
   To allow occupancy of an unfinished building in accordance with the *Building Code*.

9. Change of Use Permit
   To comply with the requirements of Part 10 of the *Building Code*.

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SCHEDULE "I"
TO BY-LAW 2023-XX
Which also serves as SCHEDULE "B"
By-law 2023 - 18
PERMIT FEE SCHEDULE

Cost Guidelines

$200.00 (non-refundable)	+ $16.00 per Thousand
$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
$100.00	Transfer Permit
$100.00	Searching of Records (Building and Zoning compliance letters)
$100.00	Re-inspection
$50.00	Per page for review of revised plans or plans submitted with application and no permit issued and/or an amendment to a current permit
$100.00	+$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
$200.00	Application fee for Alternative Solution Design by an Architect and/or Engineer
$200.00	Special Inspection Fee, to inspect buildings or structures where a request has been made for a final inspection, or occupancy/use where the permit has been inactive for more than one year, or to determine the status of Dormant Files
FEE DOUBLED	Building without a Permit The fees are doubled up to a Maximum of $2,500.00.

CONSTRUCTION COST GUIDELINES – cost per square foot of floor area

Residential Unit:

Single Storey House	$175.00 minimum per square foot
Two Storey House (1st floor)	$150.00 minimum per square foot
Each Additional Storey	$ 75.00 minimum per square foot
Attached Garage	$ 40.00 minimum per square foot

Cottage / Recreational Dwelling:

Dwelling with Basement	$175.00 minimum per square foot
Dwelling on Piers / Frost Wall	$125.00 minimum per square foot
Dwellings on Slab	$125.00 minimum per square foot
Each Additional Storey	$ 75.00 minimum per square foot

Garage / Farm Buildings:

Garage / Shed on Slab	$40.00 minimum per square foot
Garage / Shed no floor	$30.00 minimum per square foot
Barns / Outbuildings located on Assessed Farm Lands	$25.00 minimum per square foot

Commercial – Industrial:

Based on cost price……or	$95.00 minimum per square foot
Renovations:	Based on cost price estimates
Decks / Porches / Additions:	$50.00 per square foot
Demolition Permits:	$15.00 minimum per square foot
Moving Permits:	$500.00 for a one storey building $750.00 for a two storey building

The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of this Building By-law.

No permit is required for re-shingling a roof.
A permit is required for re-roofing with metal or metal siding.
No permit is required for a shed less than 165 sq.ft. provided that the principal structure is erected on the property or a permit for such structure has been issued. Lot coverage and setback distances for the Accessory Building must also comply with the Zoning By-law.
No Permit is required for a tent structure not exceeding sixty (60) square metres.

TO OBTAIN A BUILDING PERMIT, it is necessary to first apply and receive the following:

1. A septic permit for a Class 4 Sewage system from the North Bay Mattawa Conservation Authority in all areas not serviced by Municipal Sewers and for Buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.
3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway.
4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.

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TRANSFER STATION REPORT

Date	Bin Pick-up	Kearney	$	Sand Lake	$	Notes
July 21		60	30	65	175	
July 22		80	42	4	77	
July 23			32	45	85	
July 24 How many BAGS 54		62	16	50	215	
July 25		11	20	65	85	
Totals			$140.00		$637.00	Grand Total Cash $777.00

Comments

Transfer Station Attendant Date:

TRANSFER STATION COUNCIL REPORT

Date	Monday Curbside Pick-up	Kearney	$	Sand Lake	$	Summary of Kallio's Waste $
June 20/23				26	180 ✓	80C ✓ 100B ✓
June 23/23		59	2	33	275	40F ✓ 235C ✓
June 24/23					235	
June 25/23						
June 26/23				26	20	20 C ✓
June 27				38	50	50 ✓
TOTALS						1325

RECEIPT
REÇU
TOWN OF KEARNEY
8 Main Street, P.O. BOX 38
Kearney ON P0A 1M0
Tel: (705) 636-7752

RECEIVED FROM
REÇU DE
DATE
833261
$
100 DOLLARS
FOR
POUR
Jack 565 ✓
X 760
TAX REG. NO.
N° DE TAXE
BY
PAR
STC71SB

COMMENTS

Attendant	Date

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:

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

SECONDED BY:

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

WHEREAS the Council of the Corporation of the Town of Kearney had requested that the Fire Chief obtain no less than 3 quotations for the impending purchase of a Side by Side ATV;

AND WHEREAS three quotations were received:

1. Rickward's Small Motors $25,976.97 + HST
2. Wayne's World Polaris $26.642.46 + HST
3. Edge Performance Centre $29,177.97 + HST

NOW THEREFORE BE IT RESOLVED that Council awards the purchase of a Side by Side ATV to Rickward's Small Motors at a cost of $25,976.97 + HST and applicable licensing (total $29,428.98)

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑
Sharer, Jill	❑	❑

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Staff Report

Staff Report No. SR-2023-
Date: August 3, 2023
To: Mayor, Deputy Mayor and Members of Council
From: Nicole Gourlay, Clerk - Administrator
Subject: Updates on KCC & Seniors Room Reno, MOL orders and Sand Lake Boat Ramp

---

Recommendation:

That Council receive this report for information purposes only.

Background:

KCC & Seniors Room Reno

Staff have been working diligently with the contractor and architects to continue along with the KCC renovation. The fire system has been upgraded, the flooring is installed, and the propane company has been out to begin the process in signing off on the new appliance hook-ups. Staff and the architects have issued the septic to the contractor to sub out the work of the septic system to hopefully get that completed in a more efficient manner since the fence will need to be removed and ground dug up for the septic installation company to be able to do their part. As we did with the gym floor, the contractor provides this service for a 5% surcharge for organizing and managing the septic installation with the understanding they will require three quotes. The generator has been ordered, but it sounds like it will be a significant wait period for that.

The Seniors Room has been painted and a change work order issued for the windows and carpet install. Staff has shared the carpet options with the Senior's group to decide what colour they may want and once something is decided, we will get physical samples delivered for us and the senior's group to discuss.

MOL Orders

As Council is aware, we have been working towards Orders issued by the MOL on the property in regard to the Violence and Harassment policy and training on that policy. All Staff and Council have now been trained on the Violence & Harassment Policy. We also received an order in regard to the safety of the King William Transfer Station. Staff have confirmed that there is no need for a heated washroom at the location and have since then been in touch with Armstrong to order the new building. Staff have had an exterior electrical outlet installed to provide a fan for the Transfer Station Attendant and then it will work for the new building when installed. Staff have been also working towards compliance with the retaining wall and a proper barrier. Staff have been in constant communication with the MOL Officer to request extensions as needed.

Sand Lake Boat Ramp

The Sand Lake Boat Ramp is being reviewed by our Engineer of Record and Staff has provided the engineer with all publicly owned lands on Sand Lake to ensure we are recommending the best option forward. The Engineer of Record and the Contractor have connected and Staff are working to assist where they can. Staff has engaged Mark Niemi Trucking and has sent over an agreement to ensure that the municipality is covered from a liability perspective.

Conclusion:

Staff have prepared this report as an information update for Council only.

Prepared by: Nicole Gourlay, Clerk-Administrator

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:

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

SECONDED BY:

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby directs staff to change the hours of operation of the King William Street Transfer Station to 9:00 am until 1:00 pm in order to facilitate a half hour lunch break for Staff.

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑
Sharer, Jill	❑	❑

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2023 IT Budgetary Items
Wednesday, July 5, 2023

The Town of Kearney
8 Main St, Kearney, ON P0A 1M0
Attn: Nicole Gourlay
(705) 636-7752
nicole.gourlay@townofkearney.ca

1. Munisoft

Presently Munisoft is installed as a standalone instance on a computer isolated from the network. The Town requires additional staff to be able to utilize Munisoft. This requires Munisoft being installed on a server and made available to staff. The project would include building out a new server and migrating the current Munisoft data from the current computer to the server.
As part of this project, we recommend ensuring there is proper UPS (power conditioning & battery backup) for the server. As well, we recommend a data backup service to protect the Munisoft data and ensure business continuity.

Server Hardware, Licensing & Configuration	$27,000	
Database Migration (provided by Munisoft)	$5,000	
Uninterruptible Power Supply (UPS)	$800	
Datto Backup – on premise & cloud backup	$1,450 (hardware)	$350/month (cloud service)

2. Cyber Security

The following items are highly recommended as they address some immediate gaps and concerns while working to improve the Town's overall security posture.

Implement O365 Multi-Factor Authentication Inclusive of O365 Hardening	$5,400
Dropbox to SharePoint Migration	$4,050
Desktop Endpoint Security	$12.50/mo/endpoint
Email Security & O365 Backup	$16/mo/mailbox

3. Firewall & Networking

The current firewall is an open-source application running on a local computer. We recommend moving this to a managed firewall appliance with advanced threat detection. As part of the firewall change, it is easy to incorporate new wireless access points that are managed natively by the new firewall. Finally, we would recommend upgrading the network switching. The current network switch is quite full and is not a business grade switch.

Firewall Appliance	$7,000
Wi-Fi Access Points (x3)	$3,600
48 Port Network Switch	$4,000

Town of Kearney

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:	SECONDED BY:
❑ Beaucage, Keven	❑ Beaucage, Keven
❑ Pateman, Heather	❑ Pateman, Heather
❑ Philip, Cheryl – Mayor	❑ Philip, Cheryl - Mayor
❑ Rickward, Michael – Deputy Mayor	❑ Rickward, Michael – Deputy Mayor
❑ Sharer, Jill	❑ Sharer, Jill

BE IT RESOLVED that Council receives the List of Accounts for Cheques # 32891 to # 32946 in the total amount of $ 126,097.72

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑
Sharer, Jill	❑	❑

Date Printed
2023-07-25 4:13 PM

Town of Kearney
Accounts Report for July 17 - 25, 2023
Batch: 2023-00040 to 2023-00042

Bank Code: AP - GENERAL AP

COMPUTER CHEQUE

Payment #	Date	Vendor Name		Payment Amount
32891	2023-07-17	ACI-Accelerated Connections	F/D/P/W/Office Monthly Internet	466.46
32892	2023-07-17	Aird & Berlis LLP	B/D Silversands	195.21
32893	2023-07-17	Bowman Fuels Ltd.	P/W Vehicles Diesel Fuel	1,471.69
32894	2023-07-17	Brandt	P/W Grader Repairs	928.37
32895	2023-07-17	Burk's Falls Building Ctr Ltd	KCC Supplies	112.31
32896	2023-07-17	Burk's Falls Home Hardware	Office Network Cable for Fax	31.63
32897	2023-07-17	Call of the Wild Inc.	Regatta Portable Restroom	1,440.75
32898	2023-07-17	CRA - Receiver General	Payroll Source Deductions (June 16-30)	13,450.05
32899	2023-07-17	Cedar Signs	911/Civic Reflective Signs	465.22
32900	2023-07-17	ClayMar Electric	P/W Generator Service	248.60
32901	2023-07-17	Currie Truck Centre	P/W Def Fluid/Hydraulic Oil/Fire Absorb	301.02
32902	2023-07-17	Josh Dresser	Transfer Station Kms April 12 - June 23	381.48
32903	2023-07-17	Fetterley's Gas & Convenience	Town Fleet Fuel June 16-29	1,221.12
32904	2023-07-17	Getstamps.ca.Ltd	Admin - Commissioner of Oath Stamps	322.50
32905	2023-07-17	Huronia Alarm & Fire Security	KCC Alarm Monitoring	187.58
32906	2023-07-17	Hydro One Networks Inc.	Monthly Hydro	2,351.56
32907	2023-07-17	Kearney & Area Public Library	Balance of 2023 levy	17,005.00
32908	2023-07-17	Lake Country Office Solutions	Admin Laptop, Printer / Fees	3,145.28
32909	2023-07-17	LAS-Local Authority Services	Admin Office Supplies	239.25
32910	2023-07-17	LEA-Larocque Elder Architects	KCC Kitchen Renos Payment #1	16,699.91
32911	2023-07-17	Linde Canada Inc	P/W Annual Cylinder Lease	378.39
32912	2023-07-17	Scott McKay	P/W Boot Allowance	320.62
32913	2023-07-17	MPAC-Municipal Property Assmt	3rd Qtr billing	14,012.25
32914	2023-07-17	Municipality of Magnetawan	F/D Shared Expense hose tester	1,591.80
32915	2023-07-17	Muskoka Hydrovac	Roads Hydrovac Excavation	1,610.25

Town of Kearney
Accounts Report for July 17 - 25, 2023
Batch: 2023-00040 to 2023-00042

COMPUTER CHEQUE

Payment #	Date	Vendor Name		Payment Amount
32916	2023-07-17	Muskoka Auto Parts	Parks Supplies	6.51
32917	2023-07-17	Muskoka Rent-All Huntsville	Parks Trimmer Blade & Supplies	180.72
32918	2023-07-17	Nicholson Greenhouses	Town Flowers (donation from M Rickwood)	1,962.53
32919	2023-07-17	North Bay/Parry Sound District	August Levy Payment	2,322.99
32920	2023-07-17	Noveltymann	F/O Uniforms	836.20
32921	2023-07-17	Novexco Inc	Admin Office Supplies	30.17
32922	2023-07-17	Leonard Peacock	Roads - Turtle Crossing Signs	100.00
32923	2023-07-17	Rego, Paula	Regatta Expense Reimbursement	488.46
32924	2023-07-17	Russell Christie LLP	General legal (Gray Jay lease)	68.48
32925	2023-07-17	Sharer, Jill	Recreation - Baseball Supply - Reimburse	509.40
32926	2023-07-17	Spectrum Telecom Group Ltd.	F/O Reversary Monthly Tower Rental	325.95
32927	2023-07-17	Telequip Systems Limited	P/O Monthly Radio Usage	257.07
32928	2023-07-17	Telizon Inc	Monthly Long Distance	6.10
32929	2023-07-17	Waste Connections of Canada	Transfer Stn Blue box recycling	11,922.16
32930	2023-07-17	D.M. Wills Assoc Ltd	Landfill Monitoring Reporting	565.00
32931	2023-07-17	Workplace Safety & Ins. Board	2nd Qtr Premium	8,951.23
32932	2023-07-17	Wurth Canada Ltd	P/O Face Shields	140.45
32933	2023-07-25	Aucoin, Steve	Regatta Music	400.00
32934	2023-07-25	Austin, Gary	Regatta Magician	300.00
32935	2023-07-25	Burns, Donald	Regatta Arm Wrestling Referee Fee	450.00
32936	2023-07-25	Cameron of Lochiel Pipes and Drums Inc.	Regatta Pipes & Drums	500.00
32937	2023-07-25	DogLoversDays	Regatta Dog Tunes	1,412.50
32938	2023-07-25	Girad, Aiden	Regatta lifeguard	300.00
32939	2023-07-25	Graham, Gary	Regatta Music	150.00
32940	2023-07-25	Males, Trinity	Regatta lifeguard	300.00
32941	2023-07-25	Marro, Christopher	Regatta lifeguard	300.00

Town of Kearney
Accounts Report for July 17 - 25, 2023
Batch: 2023-00040 to 2023-00042

COMPUTER CHEQUE

Payment #	Date	Vendor Name		Payment Amount
32942	2023-07-25	Northern Lights Steel Orchestra	Regatta Steel Orchestra	1,200.00
32943	2023-07-25	Pyroworld	Regatta Fireworks	11,300.00
32944	2023-07-25	Soper, Steve	Regatta Music	400.00
32945	2023-07-25	The Great North Arrow	Regatta Advertising	508.50
32946	2023-07-25	Corp. of the Town of Kearney	Regatta Floats/ Prize Money.	1,325.00
			Total Computer Cheque:	126,097.72

Total AP: 126,097.72

Be it resolved that Council has received the 'List of Accounts' report
for Cheques #32891 to #32946 in the total amount of $126,097.72

9.5.2.

TOWN OF Parry Sound

THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2023 – 087

DIVISION LIST	**YES**	**NO**
Councillor **G. ASHFORD**	___	___
Councillor **J. BELESKEY**	___	___
Councillor **P. BORNEMAN**	___	___
Councillor **B. KEITH**	___	___
Councillor **D. McCANN**	___	___
Councillor **C. McDONALD**	___	___
Mayor **J. McGARVEY**	___	___

DATE: June 20, 2023

MOVED BY: _____

SECONDED BY: _____

CARRIED: ✓ **DEFEATED:** _____ **Postponed to:** _____

That Council of the Corporation of the Town of Parry Sound hereby supports the Township of the Archipelago's Resolution attached as Schedule A, as submitted to and approved in June, 2023 by the Great Lakes and St. Lawrence Cities Initiative, with respect to the following calls for action:

THAT the Province of Ontario continue working with municipalities and municipal organizations on the implementation of Bill 23 and other housing initiatives to identify a range of solutions that will address the lack of attainable and affordable housing in the province, while building new housing units in a sustainable manner that is consistent with the province's and municipalities' mandate of keeping people and property safe from natural hazards and protecting the health of our essential freshwater resources; and

THAT the Province of Ontario create a permanent, predictable and dedicated infrastructure program to ensure that municipalities can service lands for housing and address growth pressures on existing water and road systems without placing the burden on existing property taxpayers; and

THAT the Province of Ontario take a regional approach to the implementation of Bill 23 and other housing policy initiatives to respond to the varying needs of urban, suburban, rural and Northern communities in addressing attainable housing needs and environmental protection; and

...2

THAT this resolution be forwarded to: the Premier of Ontario and Quebec, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of Natural Resources and Forestry and the Ontario Minister of Environment, Conservation and Parks, the Governors of Minnesota, Wisconsin, Illinois, Indiana, Ohio, Pennsylvania, and New York, federal Minister of Environment and Climate Change, MP Terry Duguid, Parliamentary Secretary to the Minister of Environment and Climate Change, MP Vance Badawey, Niagara Centre, MP Scott Aitchison, Parry-Sound Muskoka, the six International Joint Commission Commissioners, the Association of Municipalities of Ontario, and all municipalities in the province of Ontario.

Mayor Jamie McGarvey

GREAT LAKES AND ST. LAWRENCE
CITIES INITIATIVE
L'ALLIANCE DES VILLES
DES GRANDS LACS ET DU SAINT-LAURENT

Responding to Ontario Bill 23 (More Homes Built Faster Act)–
Protecting Our Natural Capital While Addressing the Housing Crisis

June 2023

A Resolution Submitted by the Township of The Archipelago

WHEREAS the Province of Ontario's Bill 23, *More Homes Built Faster Act* (Bill 23) – which makes significant changes to the land use planning system in the Province of Ontario – received Royal Assent on November 28, 2022; and

WHEREAS the Province of Ontario has the longest shoreline and largest watershed along the northern shores of the Great Lakes and St. Lawrence River, including Lake Superior, Lake Huron, Georgian Bay, Lake Erie and Lake Ontario. Seven states share the southern shores of the Great Lakes including Minnesota, Wisconsin, Illinois, Indiana, Ohio, Pennsylvania, and New York; and

WHEREAS the State of the Great Lakes 2022 Report written by the U.S. Environmental Protection Agency and Environment and Climate Change Canada classify the Watershed Impacts Status of the Great Lakes as "Fair" (Some ecosystem components are in acceptable condition) and Water Quality Index 65-79 on scale of 0-100; and

WHEREAS per the Independent review of the 2019 flood events in Ontario, "the development of the modern floodplain policy in Ontario, the watershed approach, the conservation authority model and the flood standards have been extremely effective at reducing flood risks, especially in new greenfield development areas"; and

WHEREAS climate change is leading to greater water variability and contributing to increased storm severity and increased flood and erosion risks along the Great Lakes and St. Lawrence River; and

WHEREAS all levels of government, including the Province of Ontario, have a role to play in addressing the housing supply crisis; and

WHEREAS Ontario municipalities recognize the importance of building additional housing units to ensure that current and future residents can continue to find accessible and affordable shelter that meets their needs and have taken steps to promote housing developments within their jurisdictions; and

WHEREAS all levels of government also have a role to play in protecting freshwater resources, particularly in an integrated multinational system like the Great Lakes and St. Lawrence River Basin; and

WHEREAS Bill 23 amends the *Development Charges Act* by freezing, reducing, and exempting fees typically levied by municipalities and other authorities; and

WHEREAS the Association of Municipalities of Ontario estimates that Bill 23 will reduce municipal resources available to service new developments by $5.1 billion over the next nine years; and

WHEREAS the Ontario Minister of Municipal Affairs and Housing has indicated to municipalities that the government is committing to ensuring municipalities are kept whole following changes made in Bill 23; and

WHEREAS Bill 23 limits the role of Conservation Authorities and makes changes to the Ontario Wetland Evaluation System, notably by no longer recognizing or considering wetland complexes (hydrological connections) or species at risk in the evaluation process; and

WHEREAS members of the Great Lakes and St. Lawrence Cities Initiative (Cities Initiative) have identified coastal resilience as a priority issue of concern to ensure the integrity of public infrastructure and private property remains in the face of a changing climate in the Great Lakes and St. Lawrence River Basin; and

WHEREAS municipal governments, as frontline actors, are critical decision-makers and hold essential knowledge for balancing local needs and planning for growth, while preparing their communities for climate change and protecting the environment and freshwater resources of the basin; and

WHEREAS despite their critical role, local governments already struggle to shoulder their responsibilities with limited tools to finance those obligations, particularly for rural, remote, and Northern communities; and

WHEREAS the Cities Initiative has put in place an Ontario Regional Working Group to engage the Province of Ontario on priority areas of interest to the organization and its members, including ecosystem and source water protection, climate change and coastal resilience, the safe, clean and affordable provision of water services and developing a blue economy in the Great Lakes and St. Lawrence River Basin.

THEREFORE BE IT RESOLVED THAT the Province of Ontario continue working with municipalities and municipal organizations on the implementation of Bill 23 and other housing initiatives to identify a range of solutions that will address the lack of attainable and affordable housing in the province, while building new housing units in a sustainable manner that is consistent with the province's and municipalities' mandate of keeping people and property safe from natural hazards and protecting the health of our essential freshwater resources;

FURTHER IT BE RESOLVED THAT the Province of Ontario create a permanent, predictable and dedicated infrastructure program to ensure that municipalities can service lands for housing and address growth pressures on existing water and road systems without placing the burden on existing property taxpayers;

FURTHER IT BE RESOLVED THAT the Province of Ontario take a regional approach to the implementation of Bill 23 and other housing policy initiatives to respond to the varying needs of urban, suburban, rural and Northern communities in addressing attainable housing needs and environmental protection;

FURTHER BE IT RESOLVED THAT the Cities Initiative is prepared to work with the province and other municipal organizations through its Ontario Regional Working Group to support the twin goals of building more housing and protecting our freshwater resources, which are critical to sustain Ontario's rapidly growing population;

FURTHER BE IT RESOLVED that the Cities Initiative directs staff to forward a copy of this resolution to the Premier of Ontario and Quebec, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of Natural Resources and Forestry and the Ontario Minister of Environment, Conservation and Parks, the Governors of Minnesota, Wisconsin, Illinois, Indiana, Ohio, Pennsylvania, and New York, federal Minister of Environment and Climate Change, MP Terry Duguid, Parliamentary Secretary to the Minister of Environment and Climate Change, MP Vance Badawey, Niagara Centre, MP Scott Aitchison, Parry-Sound Muskoka, the six International Joint Commission Commissioners, the Association of Municipalities of Ontario, and all municipalities in the province of Ontario.

Cramahe Township
Council Resolution

June 29, 2023 **Sent via Email**

Hon. Doug Ford, Premier of Ontario
Hon. David Piccini, Minister of Environment, Conservation and Parks & MPP for Northumberland - Peterborough South
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Charmaine Williams, Associate Minister of Women's Social and Economic Opportunity
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities
The Women of Ontario Say No, Attn: Dianne Noble

RE: The Women of Ontario Say No: Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

Please be advised that the Council of the Township of Cramahe passed the following resolution at their regular meeting held June 20, 2023 regarding Amendments to Improve Municipal Codes of Conduct and Enforcement.

Resolution No. 2023-213
Moved By: COUNCILLOR VAN EGMOND
Seconded By: COUNCILLOR HAMILTON

BE IT RESOLVED THAT Council receive the request for support from The Women of Ontario Say No; and
THAT all Ontarians deserve and expect a safe and respectful workplace; and
THAT municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse; and
THAT several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils; and
THAT these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;
THAT municipal Codes of Conduct are helpful tools to set expectations of council member behaviour; and
THAT municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct; and

THAT Cramahe Township Council supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments; and
THAT the legislation encompass the Association of Municipalities of Ontario's recommendations for:
• Updating municipal Codes of Conduct to account for workplace safety and harassment
• Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
• Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
• Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
• Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at nhamilton@cramahe.ca

Sincerely,



Nicole Hamilton
Municipal Deputy Clerk
Township of Cramahe

#THEWOMENOFONTARIOSAYNO

An Overview for Bill 5*: The Stopping Harassment and Abuse by Local Leaders Act

The Issue at Hand

Municipally elected leaders do not have an appropriate accountability structure when it comes to perpetrating violence and harassment in the workplace. In fact, if a claim of egregious (the most severe) harassment is substantiated; the maximum penalty that can be imposed is three months without pay. But the councillor can retain their position, return to the workplace and seek re-election.

This differs from any other workplace in the province, where not only are workplaces mandated to have violence and harassment in the workplace policies (Bill 168), these policies outline consequences for egregious violation which includes termination.

Why this Bill is so important

The Bill was introduced as a private members bill, as a response to a sitting councillor in Ottawa who was able to seek re-election, even with outstanding claims of egregious sexual harassment (investigation by the integrity Commissioner was underway). Other instances of councillors perpetrating harassment include Brampton, Barrie and Mississauga. Since this advocacy effort has started, there are further instances cited in many other municipalities across the province of Ontario.

What will the Bill do?

The Bill has three primary components:

1. Require councillors to comply with the work-place violence and harassment policies of the municipality they represent.
2. Permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat for failing to comply with the municipality's workplace violence and harassment policies.
3. Restrict councillors–whose seat has been vacated–from seeking immediate subsequent re-election.

The Consequences of Doing Nothing

When councillors are able to perpetrate harassment without being held to account, a toxic message is sent to the community.
It means that as an elected official:

1. You are immune to the communal standards of treatment we have come to expect from the population at large, and;
2. You can abuse your power, unchecked, and continue to have the privilege of serving the population that elected you.

A fundamental, underlying principle of broadening diversity, equity and inclusion in politics rests on the assumption that the workplace is SAFE. This is currently not the case. As such, despite the most recent municipal elections in October, 2022, councillors currently can perpetrate the most egregious acts of harassment and keep their jobs.

This has an immeasurably negative impact on communities.

1. Community members and/or municipal staff may not feel safe meeting with their local ward councillor.
2. If a person is harassed, they may not see the point of filing a complaint with the Integrity Commissioner–if suitable action cannot be taken.
3. There is no deterrent for councillors when it comes to perpetrating harassment when they know they can still keep their job.
4. It stifles diversity of voice at the local decision making table–when personal safety is at risk, quality people may be detered from seeking election.
5. When councillors who have perpetrated harassment to staff or fellow councillors can retain their position, no matter how serious, it creates and protects toxic workplaces, which in turn has an adverse effect on mental health in the workplace and throughout the community.

To learn more check out:
thewomenofontariosayno.com

gofundme

** In reference to Bill 5, once passed, it will be applicable to ALL municipalities in Ontario at the same time.*

6. Lack of accountability supports current systems of privilege and immunity of a certain segment of the population, which is not optimal for healthy communities.
7. It sends the message that if you have power, you are different, and superior to the average citizen.

History of the Bill

Private Members' Bills do not often get passed. They usually deal with an issue of public interest. In this instance, the Bill has received all party support. It was introduced as Bill 260, then the legislature was prorogued when the Federal Election was called. It was then reintroduced as Bill 10, but died when the provincial election was called. It has since been introduced as Bill 5 and it is slated for its second reading in May, 2023. This Bill needs support from every avenue to become law.

The Bill will amend:

1. *Municipal Act, 2001*
2. *The City of Toronto Act, 2006*

How you can help:

1. **Share, Like and Follow** on Social Media: @womenofontariosayno.
2. **Deliver a presentation** to a municipal council in Ontario requesting support (materials provided). This is a unique approach to advocacy, but is appropriate to approach local councils, as it is their workplace.
3. **Provide social media content**- send us a video as to why you or your organization/business supports Bill 5. Better yet–capture the reaction of those who are unaware of this gap in legislation and see if they are comfortable providing their reaction on a video or a quote. It is hard to believe we need to advocate for this.
4. **Showcase your organization or community groups' logo** on our website to add credibility and legitimacy to the advocacy effort.
5. **Meet, write, or call your local MPP** and express that this legislation matters to you, your organization, and their constituents in the community.
6. **Share information** with your networks.
7. **Email the Ontario Human Rights Commission** and request a public inquiry into the issue:

   legal@ohrc.on.ca
8. Make a financial contribution to ensure **this never happens to another person in any community in Ontario ever again**. Check out the gofundme page to help support a full-time advocate to speak with all MPPs in the province.

www.gofundme.com/f/basic-human-rights-in-ontario

9. Feel empowered to have the hard conversations. So much of grassroots change occurs at our dinner table, speaking with a neighbour, or your local councillor. Start talking about the issue. Express the change you want to see and never feel ashamed to advocate for basic human rights. We often feel we have to be experts in legislation to advocate for it. We are all experts in how we want to be treated. Let this be your guide.

Be part of the change

Make sure your municipality is in support! Below is a growing list of municipalities since September 2022 that have formally endorsed and communicated public support for Bill 5:

- Town of Collingwood
- Town of Adjala-Tosorontio
- Township of Ramara
- Town of Midland
- Township of Oro- Medonte
- City of Woodstock
- Town of New Tecumseth
- Essa Township
- Township of Clearview
- City of Barrie
- Township of Springwater
- City of Ottawa
- Town of Wasaga Beach
- Township of Tiny
- Town of Bradford West Gwillimbury
- Town of Penetanguishene
- Township of the Archipelogo
- City of Orillia
- Town of Midland
- City of London
- Municipality of Kincardine
- City of Kenora

To learn more check out:
thewomenofontariosayno.com

** In reference to Bill 5, once passed, it will be applicable to ALL municipalities in Ontario at the same time.*

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:

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

SECONDED BY:

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

WHEREAS, all Ontarians deserve and expect a safe and respectful workplace;

WHEREAS, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

WHEREAS several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

WHEREAS, these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

WHEREAS, municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

WHEREAS, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

NOW, THEREFORE BE IT RESOLVED that the Corporation of the Town of Kearney supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

ALSO BE IT RESOLVED that the legislation encompass the Association of Municipalities of Ontario's recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province

DRAFT

• Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner

• Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑
Sharer, Jill	❑	❑

DRAFT

KWEF
Kearney Watershed Environmental Foundation

July 2023

To : The Mayor and Council of the Town of Kearney
cc. SLAPOA,

Last July the Kearney Watershed Environmental Foundation (KWEF) expressed concern with the development taking place at #4556 Hwy 518E and at #3745 Hwy 518E. Please see a copy on the following page of the letter we wrote then. Since last July, the Sand Lake Area Property Owners Association (SLAPOA) has submitted several letters and made several presentations to Kearney council expressing their concern with this development. Recently KWEF provided the following support in a newsletter sent to the SLAPOA membership.

> "The Kearney Watershed Environmental Foundation (KWEF) supports SLAPOA in its opposition to the development currently in progress on the Magnetawan River near Edgewater Resort. The wetlands around lakes and watercourses serve several important functions: they absorb excess water when water levels are high and they keep water when water levels are low. They filter nutrients from the water and reduce the algae in the lakes. They provide a habitat for frogs, turtles, birds, small fish, and many other important animals. There are only a few wetland areas left around the Kearney watershed and they are depleted permanently when they are filled in and developed.
>
> As prime waterfront lots become scarce there is increased pressure to develop less desirable lots, for example low lying and wetland lots. KWEF supports the creation of strong regulations and strict enforcement to control development, preserve our wetlands, and limit unsustainable and destructive development."

We would like Kearney council to know that KWEF continues to call for the creation of a site alteration bylaw as well as the changes to the Official Plan and the Zoning Bylaw supported by SLAPOA. We need to make sure that regulations are in place to prevent further depletion of our wetlands as well reversing the damage to the wetlands on the Magnetawan River near Buckley's Beach.

Respectfully,

John Kelly
Vice-Chair
Kearney Watershed Environmental Foundation

KWEF
Kearney Watershed Environmental Foundation

July 2022

To : The Mayor and Council of the Town of Kearney, Brenda Fraser
cc. SLAPOA,

The Kearney Watershed Environmental Foundation would like to express concern with the development taking place at #4556 Hwy 518E and at #3745 Hwy 518E. We understand that a building permit has been issued for the property at 4556 Hwy 518E. However, this site is environmentally sensitive due to its proximity to the Magnetawan River and is partially zoned Hazard Land. Since we have been unable to review the site plan. It has raised many concerns. The Official Plan 3.28.6 states that buildings or a leaching bed must be located 30 metres from the Hazard land. The remaining portion of is zoned RR. Have the lot size and setbacks for the property, or the Development Review Criteria in Section 7.37 of the Official Plan. been complied with? Was a geotechnical study done? Were other relevant agencies consulted, for example, MNRF and MOE?

This current situation points to a larger problem. The amount of fill deposited in order to build on the site at #4556 and removed from the property at # 3745 may have its own impacts on our ecology and environment. Development demand in our area will only increase over time resulting in pressure to develop environmentally sensitive lots, such as low lying lots containing seasonal wetland pools (vernal ponds), wetlands, and the complete denuding of vegetation and trees from sloping lots.

The Town of Kearney has a desperate need for a Site Alteration Bylaw including excessive vegetation and tree removal, especially from waterfront and steep sloping lots. An example of this type of bylaw can be found in The Town of Bracebridge Bylaws. Enforcement with the requirement for restoration and a strongly deterrent fine is critical to the effectiveness of this.

One of our Directors has requested access to the documents pertinent to the above development through the Freedom of Information Act. This is a time sensitive issue that requires a prompt response.

KWEF also requests that the Town pursue adding a Site Alteration Bylaw to the current Zoning Bylaw before there is irreparable damage to our enviable pristine environment. Our community expects this, and our local economy depends on it

Respectfully,

Carol Adamthwaite
Chair
Kearney Watershed Environmental Foundation

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:

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

SECONDED BY:

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

WHEREAS, the Sand Lake Property Owners have presented Council with their requests to initiate changes to the Zoning By-law and to implement other by-laws to encourage sustainable development of our area;

AND WHEREAS, the Kearney Watershed Environmental Foundation has echoed their support for both the request for changes to the Zoning By-law and to implement other by-laws to encourage sustainable development of our area;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney thanks both the Sand Lake Property Owners Association and the Kearney Watershed Environmental Foundation for their concerns, their insight, and their information and requests that Staff prepare a report outlining the potential DRAFT by-laws such as a Site Alteration By-law to address these concerns.

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑
Sharer, Jill	❑	❑

DRAFT

DRAFT

COUNCIL RESOLUTION # _____-23

Date: August 3, 2023

MOVED BY:

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

SECONDED BY:

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney, in accordance with the request from the Regatta Committee, hereby declares the Kearney Regatta to be a community festival and to be held on August 5th & 6th, 2023;

AND FURTHER that all By-laws that this festival contravenes (i.e. Noise By-law regarding fireworks and the Fireworks By-law) shall be suspended during the 2023 Kearney Regatta event;

AND FURTHER Council authorizes the use of the Kearney Community Centre and equipment, as well as assistance from Custodial Services and the Town Public Works equipment and employees, as available for the 2023 Kearney Regatta event;

AND FURTHER Council authorizes the closure of the section of Main Street from the intersection of Lakeview Avenue and Main Street, to the parking lot of the LCBO near the intersection of Rain Lake Road and Main Street, for the duration of the event.

CARRIED ❑_____ **DEFEATED** ❑ _____

Recorded Vote Requested by: _____

Recorded Vote:	For	Opposed
Beaucage, Keven	❑	❑
Pateman, Heather	❑	❑
Philip, Cheryl – Mayor	❑	❑
Rickward, Michael – Deputy Mayor	❑	❑

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Sharer, Jill	❑	❑

DRAFT

-

THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW NUMBER 2023-

BEING A BY-LAW TO ESTABLISH FEES OR CHARGES FOR SERVICES OR ACTIVITIES PROVIDED OR DONE BY THE CORPORATION OF THE TOWN OF KEARNEY

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

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

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

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

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

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

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

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

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

1. Definitions:

   1.1 "**Act**" means the *Municipal Act, S.O. 2001*
   1.2 "**By-law**" means this By-law, as amended from time to time.
   1.3 "**Town**" means The Corporation of the Town of Kearney.
   1.4 "**Council**" means the elected Council of the Town.

2. That the fees and charges for various municipal services and activities, including applicable taxes, be established in the Schedules attached hereto and forming part of this By-Law as follows:

   Schedule "A" Corporate Services – Clerk's Department

   Schedule "B" Corporate Services – Finance Department

   Schedule "C" Planning Department

   Schedule "D" Facilities / Recreational Programming and Trails

Schedule “E” Public Works

Schedule “F” Transfer Station

Schedule “G” Fire Department

Schedule “H” Building Department

3. That the attached Schedules may be amended from time to time as deemed expedient by Council and that the complete By-law be reviewed within one year to ensure the appropriateness of the fee structure and every three (3) years thereafter.

4. That with respect to Planning Department fees, the applicant/agent and the owner shall understand, acknowledge and accept that the Town does not retain as full-time staff professional engineers, planners and solicitors that the Town contracts out private firms for these services. The applicant/agent and/or the owner SHALL be jointly and severally liable for paying to the Town all costs it incurs in processing or reviewing the applications including but not limited to fees for planning, engineering and legal services, together with any Town administration fees. The Town shall notify the applicant/agent and/or owner from time to time of any costs incurred by the Town and the applicant/agent and/or the owner shall have thirty (30) days to pay the Town for those costs after notice is given. In the event that the applicant/agent and/or the owner do not pay those costs within thirty (30) days, the Town has a right to apply any deposit held against those costs and further to cease doing any work on the review of this application until such time as all outstanding costs are paid in full.

5. Notwithstanding that a tariff of fees is prescribed, the Council of the Town may reduce the amount of, or waive the requirement for the payment of a fee at its discretion in cases of hardship where it is determined that the action for which the fee is to be charged will be for the general benefit of the municipality and its ratepayers;

6. Where the provisions of this By-law may conflict with any other By-Laws, this By-Law shall prevail.

7. This By-Law shall be known as the “Tariff of Fees By-Law”.

8. That By-law 2021-25 is hereby repealed.

9. This By-Law shall come into full force and effect on the date of passing.

Read a First, Second and Third time and finally passed this 2nd of November 2023.

_____

Mayor, Cheryl Philip

_____

Clerk Administrator, Nicole Gourlay

SCHEDULE "A"
TO BY-LAW NUMBER 2021-25

CORPORATE SERVICES – CLERK'S DEPARTMENT

Fee Title	Fee Plus applicable taxes	Fee Basis
Photocopies Black & White	$0.30 $0.35 $1.00	Per page 8.5" x 11" Per page 8.5 " x 14" Per page 11" x 17"
Photocopies Colour	$0.50 $0.75 $2.00	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
Faxes – Outgoing	$2.00	Per page
Faxes – Incoming	$1.00	Per page
Copy of Zoning By-law	$50.00	Per copy
Copy of Official Plan	$50.00	Per copy
Maps **	$5.00	8.5 x 11 colour print of property
Freedom of Information Request	$5.00	Per request as per legislation
FOI records search	$7.50	Per legislation - Per ¼ hour
Lottery License	3% of prize value	Per OLGC regulations
Dog License	$12.00 $15.00 $20.00 $5.00	First dog Second dog Each additional Replacement tag
Kennel License Each dog tag for Kennel dogs Replacement Kennel License	$100.00 $5.00 $50.00	Annually
Dog redemption from impound First Offence Second Offence Third offence Each subsequent offence	 $ 50.00 $ 75.00 $100.00 $100.00	
Food Vendor License	$300.00	Per Event
Trailer / Camper license	$700.00	Per Year commencing after 30 days have elapsed
Marriage License	$125.00	Per License
Remove Property Standards Order from Title	$100.00	Per application
Line Fence Dispute Administration Fee	$100.00 plus legal fees	Per application
Civic Address Signs Replacement Civic Address Sign	$45.00 $20.00	New signs with pole Replacement Sign (no pole)
Showers	$5.00	Per person
Tender Documents	$50.00	Per tender package

** **Map** could include zoning, lakes, roads, road names, contours, tributaries, lots and concession

SCHEDULE "B"
TO BY-LAW NUMBER 2021-25

CORPORATE SERVICES – FINANCE DEPARTMENT

Fee Title		**Fee** **Plus Applicable Taxes**	**Fee Basis**
Tax Certificates		$50.00	Per property
Returned Items (NSF)		$45.00	Per cheque
Tax Registrations		$1,500.00	Per Property
Tax history search		$30.00	Per hour
Credit Card Transaction Fee		2% of value	Per item

SCHEDULE "C"
TO BY-LAW NUMBER 2021-25
PLANNING DEPARTMENT

Fee Title		Fee Plus applicable taxes	Fee Basis
Zoning By-law Amendment		$750.00: Residential $1,500.00: Commercial $1,000: Deposit (each)	Administration fee per application
Official Plan Amendment		$1,000.00: Residential $2,000.00: Commercial $1,000.00: Deposit (each)	Administration fee per application
Minor Variance		$750.00	Administration fee per application
Consent (Severance) Validation, Foreclosure, Power of Sale		$400.00 $50.00 $1,000.00 Deposit (each)	Administration fee per application Each additional application
Agreements – Development, Subdivision, Consent, Condo, User Mtce. and Site Plan		$500.00 $1,000.00 Deposit (each)	Administration Fee per Agreement Deposit required
Plan of Subdivision / Condominium		$1,500.00 $1,000.00 Deposit (each)	Administration fee per application
Road Allowance Closings Road Allowance Shore Road Allowance Road Allowance within 100 m of a waterbody		$600.00 Per Market Value (as per Section X *Ontario Municipal Act, 2001, S.O. 2001, C. 25.* $1,000.00 Deposit (each)	Administration fee per application Deposit required Plus: Administration Fee Appraisal Fee (if applicable) Survey Costs (if applicable) Legal Costs (if applicable)
~~License of Occupation (Encroachments)~~		~~$250.00~~ ~~$100.00~~	~~Administration Fee per application~~ ~~Annual Renewal fee~~
Deeming By-law		$500.00 $1,000.00 Deposit	Administration fee per By-law
Staff Review/Report Fee		$500.00	Administration Fee
Pre-consultation Report Fee		Residential: $150.00 Fee Deposit $2000.00 Commercial: $200 Fee Deposit - $3000.00	Administration fee per report
Official Plan, Zoning, Building, Subdivision Compliance Report		$100.00: Residential $200.00: Commercial	Administration fee per report

NOTE:

1. When necessary, the Town of Kearney reserves the right to require a deposit amount for the purpose of retaining professional services (solicitor, engineer, planner) in all planning matters**.**

2. With respect to Planning Department fees, *the applicant and the owner* shall understand, acknowledge and accept that the Town of Kearney does not retain as full-time staff professional engineers, planners and solicitors and that the Town of Kearney contracts out these services.

3. *The applicant and the owner* **SHALL** be jointly and severally liable for paying to the Town of Kearney all costs incurred in processing or reviewing applications including but not limited to fees for planning, engineering and legal services, together with any Town of Kearney administration fees.

4. The Town of Kearney shall notify the applicant and owner from time to time of any costs incurred by the Town and the applicant and the owner shall have thirty (30) days to pay the Town for those costs after notice given. In the event that the applicant and the owner do not pay those costs within thirty (30) days, the Town has the right to apply the deposit held against those costs and further, to cease work on this application until such time as all outstanding costs are paid in full.

TO BE REVIEWED

SCHEDULE "D"

TO BY-LAW 2021-25

Facilities / Recreational Programming and Trails

Fee Title		**Fee** **Plus applicable taxes**	**Fee Basis**
Gymnasium-Weddings and other large group affairs		$420	Includes ½ day before event, event day and ½ day clean up
Gymnasium- all other events		$75 $25	Per 3 hour rental – for all purposes Each additional hour (or part thereof)
Bar Area / Kitchen		$100 $25.00	Per 4 hour rental Each additional hour (or part thereof)
Security/cleaning deposit		50% of rental fee	At booking
Chafing Dishes		$10	Per item
Tablecloths		$10	Per item
SOCAN Music Fees		$31.72 $63.49	Without dancing With dancing
Seniors Room Kitchen		$75 $25 $25.00	Per 3 hour event Each additional hour (or part thereof Per hour (or part thereof)
Recreational Classes , Workshops, Activities		Based on Actual Cost(s)	Per Event
Additional Amenities		As per Rental Agreement	

SCHEDULE "E"
TO BY-LAW NUMBER 2021-25
PUBLIC WORKS

Fee Title	**Fee** **Plus applicable taxes**	**Fee Basis**
Sign Permit	$80.00	Per Year
Portable (A Frame) sign permit	$25.00	Per Year
Mobile Sign Permit	$75.00	Per year
Driveway Culvert Permit Application	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Driveway Paving Permit Application	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Pavement Cut for Development Purposes (cables, pipes, etc.)	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Entrance way permit for concrete curb cut	$300.00 $500.00	Administration fee – non refundable Deposit – Refund subject to correct install
Road Occupancy Permit	$80.00	Per Year
Work on Town Property	Letter of Credit for $10,000.00	Letter of credit per event to be held pending damage
Oversize/overweight permit • Application	$200.00	Per application Plus Cost Recovery
~~Special Event Permit:~~ ~~• Recognized community event where the Town is a partner~~ ~~• all other events~~	~~No charge~~ ~~$100.00~~	~~Per Event~~ ~~Plus Certificate of Insurance~~
~~Encroachment Agreements~~	~~$500.00~~	~~Per Agreement~~ ~~Plus Cost Recovery of any professional services required (lawyer, engineer, planner)~~
~~Application for Street Signs~~	~~$200.00~~	~~Administration Fee – non refundable~~ ~~Plus cost of the Sign~~

TO BE REVIEWED

SCHEDULE "F"

TO BY-LAW NUMBER 2021-25

TRANSFER STATION

Fee Title		**Fee** **Plus applicable taxes**	**Fee Basis**
Transfer Station Card		$25	Replacement card
Additional bags of garbage		$2	For each bag over limit (limit being 5 bags per household, per month)
UNSORTED		$20	Additional Fee
Large Appliances		Free $50 $10	**Tagged – Freon removed** **With Freon** - Fridge, freezer, air-conditioner Non-metal
Furniture		$10 $20	Small Per Item: Couch, Love Seat, Chair, Mattress, Box Spring, Kitchen Set, Dining Set
Burnable brush or building material (**NO** Logs Or Stumps)		$25 $75 $125	Pick-up 8' box or 4'x8' trailer Single Axle trailer Tandem Axle trailer
Construction Waste		$5 $25 $75 $125	Per Single Item: Window, Countertop, Insulation, Drywall, Plumbing Fixture, Styrofoam Pick-up 8' box or 4'x8' trailer Single Axle trailer Tandem Axle trailer
Asphalt shingles		$150 $250 $300	Pick-up truck 8' box or 4' x 8' trailer Single-axle Trailer Tandem-axle Trailer
Electronics		Free	
Tires		Free	
Non-Compliance with respect to Town Pick-up		$100.00	Per offense

SCHEDULE "G"
TO BY-LAW NUMBER 2021- 25

CLASSES OF PERMITS

FIRE DEPARTMENT

Fee Title	Fee Plus applicable taxes	Fee Basis
Fire (Burn) Permit	$2 $20 $50	Evening campfire (3 days) Incinerator/campfire (per season) Day burn (per day)
Green Leaf 911 Sign To identify Solar Photovoltaic Installation	$15	Per reflective green leaf sticker
<u>False Alarm</u> 1st False Alarm 2nd and subsequent false alarms in any 12 month period	 No Charge $410 Minimum	 Per Vehicle and staff
Open Fire without a permit	$250 Minimum <u>Plus</u> $410 Per vehicle (min. 1 hr) $205 for each additional ½ hr	Minimum charge Cost of vehicle, staff
Fire Department response fees – *Indemnification Technology®*	Current MTO rate per hour per vehicle, plus personnel costs, plus any additional costs to the Town of Kearney Should the Insurer pay the coverage to the Property Owner, the Property Owner is liable to remit these funds to the Town or its representative	For each call
Fire CALL response to extinguish non-compliant fire	$410	Per vehicle, Per hour
Fire CALL to Ministry of Natural Resources air/ground	All costs associated with extinguishment as per Agreement with MNR	
Fire Letter/Report	$50	Per Letter/Report
Inspection Fees	 $100 $60/hr $100 $50 $100 $110/hr $100 $75 $100 $75/hr	**Per Inspection :** Single family dwelling with 1 re-inspection (no wood burning appliance) Apartment or multi unit building, per Inspector In-home day care Additional inspections Special Needs home Nursing home inspections (2 persons) Liquor Licence Inspection Follow-up inspections Retail/Commercial facility Restaurant, per Inspector
Copy and Release Inspection Report	$50	Per Release

SCHEDULE "H"
TO BY-LAW 2021-25
BUILDING DEPARTMENT

also serves as

SCHEDULE "A" – to By-law 2021-18

CLASSES OF PERMITS

1. Building Permit
   To be for the purpose of allowing the construction of a building, includes erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit moved from elsewhere.

2. Demolition Permit
   For the demolition of all or part of a building.

3. Conditional Permit
   Pertains to construction only and may be issued only in accordance with Section 8(3) of the *Building Code Act*.

4. Stage of Construction
   For the purpose of allowing the commencement of construction of a building or part thereof and completion to a certain stage as permitted by such Permit and includes but is not limited to solid fuel burning appliances, heating, ventilation systems and air conditioning systems, or any part thereof.

5. Designated Structure
   To be for the purpose of constructing a designated structure as defined in the *Ontario Building Code.*

6. Temporary Structure
   To permit the erection of a tent or temporary structure which exceeds sixty (60) square metres in ground area.

7. Transfer Permit
   To be issued to a new owner where ownership changes occur during or prior to the closing of any previously issued permit.

8. Occupancy Permit
   To allow occupancy of an unfinished building in accordance with the *Building Code*.

9. Change of Use Permit
   To comply with the requirements of Part 10 of the *Building Code*.

SCHEDULE "I"
TO BY-LAW 2023-XX
Which also serves as SCHEDULE "B"
By-law 2023 - 18
PERMIT FEE SCHEDULE

Cost Guidelines

$200.00 (non-refundable)	+ $16.00 per Thousand
$100.00	Change of Use Permit – Inspection fee only with no Building Permit Issued
$100.00	Transfer Permit
$100.00	Searching of Records (Building and Zoning compliance letters)
$100.00	Re-inspection
$50.00	Per page for review of revised plans or plans submitted with application and no permit issued and/or an amendment to a current permit
$100.00	+$50.00 per page for review of revised plans and/or documents to amend an existing Building Permit
$200.00	Application fee for Alternative Solution Design by an Architect and/or Engineer
$200.00	Special Inspection Fee, to inspect buildings or structures where a request has been made for a final inspection, or occupancy/use where the permit has been inactive for more than one year, or to determine the status of Dormant Files
FEE DOUBLED	Building without a Permit The fees are doubled up to a Maximum of $2,500.00.

CONSTRUCTION COST GUIDELINES – cost per square foot of floor area

Residential Unit:

Single Storey House	$175.00 minimum per square foot
Two Storey House (1st floor)	$150.00 minimum per square foot
Each Additional Storey	$ 75.00 minimum per square foot
Attached Garage	$ 40.00 minimum per square foot

Cottage / Recreational Dwelling:

Dwelling with Basement	$175.00 minimum per square foot
Dwelling on Piers / Frost Wall	$125.00 minimum per square foot
Dwellings on Slab	$125.00 minimum per square foot
Each Additional Storey	$ 75.00 minimum per square foot

Garage / Farm Buildings:

Garage / Shed on Slab	$40.00 minimum per square foot
Garage / Shed no floor	$30.00 minimum per square foot
Barns / Outbuildings located on Assessed Farm Lands	$25.00 minimum per square foot

Commercial – Industrial:

Based on cost price……or	$95.00 minimum per square foot
Renovations:	Based on cost price estimates
Decks / Porches / Additions:	$50.00 per square foot
Demolition Permits:	$15.00 minimum per square foot
Moving Permits:	$500.00 for a one storey building $750.00 for a two storey building

The cost construction guidelines are only a guideline. The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of this Building By-law.

No permit is required for re-shingling a roof.
A permit is required for re-roofing with metal or metal siding.
No permit is required for a shed less than 165 sq.ft. provided that the principal structure is erected on the property or a permit for such structure has been issued. Lot coverage and setback distances for the Accessory Building must also comply with the Zoning By-law.
No Permit is required for a tent structure not exceeding sixty (60) square metres.

TO OBTAIN A BUILDING PERMIT, it is necessary to first apply and receive the following:

1. A septic permit for a Class 4 Sewage system from the North Bay Mattawa Conservation Authority in all areas not serviced by Municipal Sewers and for Buildings that require plumbing facilities.
2. An Entrance Permit or Culvert Permit from the Municipality if necessary.

3. An Entrance Permit or Building Permit from the Ministry of Transportation if the property fronts onto a Provincial Highway or Secondary Highway.

4. A legal Survey may be required if the survey stakes are not clearly visible to the Chief Building Official.

Paul Schaefer
Fire Chief - Town of Kearney
paul.schaefer@townofkearney.ca

705-636-7402
705-571-3761 (Cell)
705-636-9743 (Fax)

Kearney Fire & Emergency Services
Postal Box 38
Kearney, ON P0A 1M0

Staff Report

Date: July 20, 2023.

To: Clerk, Mayor and Members of Council

From: Paul Schaefer Fire Chief

Re: Emergency plan update

Update:

The first rewrite of the plan was submitted to Dianne Ploss our Field Officer for review and comment. We recently met at the Firehall to review the plan and steps to move toward compliance. She made suggestions and housekeeping amendments to the plan which I will make the changes. There was a discussion on our hazards and risk assessment. We discussed the next steps moving forward and also preparing for a meeting of our committee and future exercise.

I gave her this timetable moving forward plan and HIRA reviewed and updated including our contact list which councilor Beaucage has been reviewing by late September early October. Have our committee meetings and a tabletop exercise by mid to late November. Dianne was happy with this schedule and pointed out as long as we are moving forward that is good.

I will keep moving forward with the plan and the necessary steps to bring us back into compliance with Emergency Management Ontario/ Treasury Board Secretariat. Once in Compliance then moving forward will be maintenance and maintaining the training level and exercise.

Respectfully Submitted

Paul Schaefer

Fire Chief

Paul Schaefer
Fire Chief - Town of Kearney
paul.schaefer@townofkearney.ca

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Postal Box 38
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Staff Report

Date: July 20, 2023.

To: Clerk, Mayor and Members of Council

From: Paul Schaefer Fire Chief

Re: Regatta Activities

I would like to update the Clerk, Mayor and members of council with the proposed activities at the firehall during the Regatta weekend.

The Fire Department members plan the following:

- Firehall open both days as a rest/ meeting place for the public
- Washrooms will be available
- First Aid station
- Fire trucks and equipment on display but ready for a call
- Public Education material available
- Recruitment drive and application
- BBQ
- Kids bouncy castle
- Sprinkler weather permitting
- Participation in Regatta parade
- Location for boat race start
- Location for fireworks/ if needed access for fireworks personal

Members of the Department are happy to be participating in this long-standing Kearney tradition.

Respectfully Submitted

Paul Schaefer

Fire Chief

Paul Schaefer
Fire Chief - Town of Kearney
paul.schaefer@townofkearney.ca

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Kearney Fire & Emergency Services
Postal Box 38
Kearney, ON P0A 1M0

May 21st, 2022.

To; Cindy Filmore

Council Town of Kearney

Re; Side by Side Replacement

From; Paul Schaefer

Fire Chief

As requested,

As per last budget meeting I was requested to obtain two more quotes for a replacement side by side for the Fire Department due to a shift of the existing side by side to parks and recreation.

Edge Performance $35,026.97-$6649.00 plus adaptor $800.00= $29,177.97 before tax

Wanyes World $32,542.45-$6,699.99 plus adaptor $800.00= $26,642.46 before tax

Rickward's Polaris $ 25,976.97 before tax

As we already have tracks for our existing side by side, I deducted the track price from the Edge and Wanyes World price and added the adaptor price given from Rickward's to keep all the same. Prices are before taxes.

OTHER CONSIDERATIONS

The existing value of side by side to parks and recreation of $13,000.00

Donation from local ATV club of $4000.00

Therefore, reducing the fire department portion by $17,000.00 for a total of $8976.97 to the Fire Department budget

Recommendation;

Accept the lowest quote from Rickward's with the net effect on the Fire Department budget of $8976.97.

Respectfully submitted

Attachments all quotations received

Township of Selwyn
Naturally Great.

www.selwyntownship.ca

June 29, 2023

Hon. Doug Ford
Premier of Ontario
Room 4620
99 Wellesley St. W.,
Toronto, Ontario M7A 1A1

Via Email: premier@ontario.ca

Re: Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement:

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

> **Resolution No. 2023 – 142 – Municipal Officer's and Staff Reports – Information/Housekeeping/Non-Controversial**
> Councillor John Boyko – Councillor Brian Henry –
> That the Township of Selwyn supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments; and further
>
> That the legislation encompass the Association of Municipalities of Ontario's recommendations for:
>
> - Updating municipal Codes of Conduct to account for workplace safety and harassment
> - Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
> - Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
> - Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
> - Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office.
>
> Carried.

If you have any questions, please do not hesitate to contact Angela Chittick, Manager of Community and Corporate Services/Clerk at 705-292-9507 or achittick@selwyntownship.ca.

Sincerely,

Megin Hunter

Megin Hunter
Office Assistant

Cc: dibrettnoble@gmail.com
Communicate@amo.on.ca

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Ontario K0L 1H0

Tel: 705 292 9507
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Staff Report

Staff Report No. SR-2023-37
Date: August 3, 2023
To: Mayor, Deputy Mayor and Members of Council
From: Nicole Gourlay, Clerk - Administrator
Subject: Update to the Fees & Charges By-law

Recommendation:

That Council receive this report for information purposes and references the attached DRAFT Fees and Charges By-law for Council review. We have highlighted changes in yellow for ease of reference.

Background:

The Clerk – Administrator has been reviewing the fees with Staff since her onboarding and recognized that the Fees & Charges By-law has not been revisited since 2021. Therefore, we would like to ensure that a revision of the Fees & Charges By-law is completed in November of each year to be passed in December for implementation in January of the following year.

Analysis:

Based on a quick revision of the Fees and Charges By-law, it was brought to the Clerk-Administrator's attention that fees were not covering planning applications, nor did it contemplate the initial deposit we would request for applications to go towards mainly planning and legal fees associated with the application.

More urgently, it was discovered that the Town was charging a 3% surcharge on credit card's when used to purchase items or pay fees. Under legislation, we are not allowed to charge more than 2.4% as a surcharge on credit cards or what the service provider charges us. As of right now, we understand that we are being charged a minimum fee of 2% on specific cards and more than that on others. Therefore, it is recommended that we update some of the fees and charges within the current by-law to be in compliance with regulations as well as ensure cost recovery of applications.

Trailer License – Increase to $700 (more in-line with other municipalities)

Credit Card Charge – 2% of value based on regulations

Planning – these fees and deposits have been updated to be more in-line with previous applications. Staff have removed the encroachment agreement fees as the municipal solicitor has recommended ending encroachment agreements. This will mean Staff will be reaching out to those with agreements to find what solution will work best for each individual situation.

Schedule 'D' – to be reviewed in November once we have an updated community centre for use.

Schedule 'E' – removal of event permit, since Staff cannot find an event permitting or licensing by-law. Removal of encroachment agreements again. Application for street signs was removed as Staff wasn't sure what that pertained to.

Schedule 'F' – to be reviewed in November due to increase in Waste Management fees.

Schedule ‘I’ – updated to be in line with the building by-law with the applicable fees.

Financial Consideration:

Staff believe this change for planning applications will assist in cost recovery for development on property. Currently, portions of many applications are being borne by the rest of the tax base due to no deposits being outlined in the current by-law. This will help to offset the costs associated with planning enquiries and pre-consultations. The percentage retained from credit card usage will decrease and therefore, will cost more if we have similar usage throughout the next year. Unfortunately, that is out of our control when we are required to comply with legislation.

Conclusion:

At this time, Staff feels that these changes are necessary to ensure cost recovery and to also be in compliance with legislation.

Prepared by: Nicole Gourlay, Clerk-Administrator