

TOWN OF KEARNEY

AGENDA

AMENDED October 17, 2024

REGULAR COUNCIL MEETING
Council Chambers
Thursday October 17, 2024 – 6:00 p.m.

A Moment of Silence may be observed if requested

1. Call the Meeting to Order

2. Approval of Agenda

3. Disclosure of Interest

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

4. Delegations/Presentations

5. Consent List

- 5.1. September 26, 2024 Council Meeting Minutes
- 5.2. Payment Register
- 5.3. Transfer Station Report
- 5.4. Resolution Report
- 5.5. September 10, 2024 Recreation Committee Meeting Minutes
- 5.6. Support Resolution Re: Solve the Crisis
- 5.7. Q3 Activity Reports
- 5.8. AHHC October Draft Minutes
- 5.9. Support Resolution Re: MAHC Proposal to Develop Multi-site Regional Hospital

6. Items Referred from the Consent List

7. Items for Discussion

- 7.1 DRAFT Trailer By-law
- 7.2 SR 2024-66 Re: Grant Applications
- 7.3 ROMA Conference Attendance
- 7.4 OGRA Conference Attendance
- 7.5 Council Meeting Date Change from Nov 7th to Nov 14th
- 7.6 Town Hall Meeting Date and Agenda
- 7.7 Planning Report: Bennett Consent Application

- 7.8 SR 2024-67 Re TAB Corp Consent Application
- 7.9 Planning Report: Johnson Consent Application
- 7.10 SR 2024-68 Re: RFP Results: Strategic Plan, Official Plan, ZBLA
- 7.11 SR 2024-69 Shore Road Allowance Purchase Request – (51 and 53 Main St) (MacKay)
- 7.12 **Memo Re: John Deere Grader**

8. Other Business

9. Correspondence for Information

- 9.1. DPSSAB September CAO Report
- 9.2. KWEF September Newsletter

10. Bylaws

- 10.1 2024-44 Establish and Regulate Fire & Emergency Services

11. Closed Session

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

- (2)(b) Personal Matters about an Identifiable Individual
- (2)(d) Labour Relations or Employee Negotiations

12. Confirming Bylaw

13. Adjournment

The Corporation of the Town of Kearney
REGULAR COUNCIL MEETING MINUTES
Council Chambers
Thursday, September 26, 2024 – 6:00 p.m.

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

Staff Present: Nicole Gourlay, Clerk Administrator (CA)
Cindy Filmore, Deputy Clerk (DC)
Paul Audette, Public Works Superintendent (PWS)
Paul Schaefer, Fire Chief
The DC, FC and PWS were present for the public portions of the meeting. The CA was present for the entirety of the meeting.

A Moment of Silence was held to honour the memories of Luke Lumley, Marty Corcoran and to recognize that September 30th 2024 as National Day for Truth and Reconciliation

1. **Call the Meeting to Order**
The meeting was called to order at 6:03 p.m.
2. **Approval of Agenda**
Resolution 2024- 296
Moved by: Councillor Pateman; Seconded by: Councillor Beaucage
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of September 26, 2024 as circulated.
CARRIED
3. **Disclosure of Interest**
None were noted.
4. **Delegations/Presentations**
Nil
5. **Consent List**
Resolution 2024-297
Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage
BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, September 26, 2024 be accepted and that all recommendations or support contained therein be adopted and approved as resolutions of Council except for items: 5.2, 5.4 and 5.6 which shall be referred to 6. Items Referred from the Consent List on the agenda.
CARRIED
6. **Items Referred from the Consent List**
Discussion took place regarding:
 - 5.2 items from the cheque register
 - 5.4 items from the resolution report
 - 5.6 items from the RFSC minutes
Resolution 2024-298
Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward
BE IT RESOLVED THAT Council directs Staff to bring invoices to Closed Session at the next Council Meeting, October 17 2024 pertaining to Cheque #34106 in the amount of \$29,595.84 and Cheque # 34127 in the amount of \$3619.84
CARRIED
7. **Items for Discussion**

7.1 Memo and DRAFT E&R By-law
Resolution 2024- 299
Moved by: Councillor Beaucage ; Seconded by: Councillor Pateman

WHEREAS Council received the DRAFT Emergency & Response By-law at the August 1st, 2024 Regular Council Meeting; AND WHEREAS Council posed questions to Staff regarding definitions and compatibility with other area fire departments; NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney, approves the draft by-law to Establish and Regulate Fire and Emergency Services in the Town of Kearney as presented;
CARRIED

7.2 Memo: Truck 314 Update

Resolution 2024- 300

Moved by: Councillor Sharer; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts Memo: Pumper/Tanker 314 from the Fire Chief; AND FURTHER THAT Council supports the FC request to have Truck 314 sent to Battleshield Industries for repair recognizing the cost may be \$5,000 plus associated fees for pick up/delivery of repaired truck and will cause a budget overrun of approximately \$5,000.

CARRIED

7.3 RFSC Terms

Resolution 2024-301

Moved by: Deputy Mayor Rickward; Seconded by Councillor Pateman

WHEREAS the Council of the Corporation of the Town of Kearney has received Regional Fire Services Committee (RFSC) Terms of Reference for their review: AND WHEREAS 2 noted changes were made at the past RFSC meeting:

- Updating the name of the Committee from “South Almaguin Regional Fire Services Committee” to “Southeast Almaguin Regional Fire Services Committee” and
- Amending the cost section from “Any costs associated will be determined and provided to member municipalities, to be payable on a 1/7 share by each municipality to “Any RFSC costs associated will be determined and provided to member municipalities, to be payable on a 1/7 share by each municipality”

AND WHEREAS the Council of the Corporation of the Town of Kearney supports the above changes; NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby approves the RFSC Terms of Reference as presented. .

CARRIED

7.4 SR 2024-58 – Increase in Contribution for Live Fire Unit

Resolution 2024-302

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

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney receives and accepts SR-2024-58 from the Fire Chief; AND FURTHER THAT Council supports that the additional cost of \$76,211.69 above the already budgeted \$20,000 be split between the five departments for a share each of \$15,242.34 for the project to be completed; AND FURTHER that should there be any potential contravention of the procurement by-law, that Council waive said by-law for this joint purchase.

CARRIED

7.5 SR 2024-59 – Waste Management Report

Resolution 2024-303

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED THAT Council agrees to Continue to complete curbside pickup unless Staff demonstrates that the Town does not hold a valid certificate to allow such waste transportation and further that the affected residents will be given ample notice should the Town be required to end this service

CARRIED

Resolution 2024-304

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts SR2024-59 regarding the Waste Management Update; AND FURTHER THAT Council directs Staff to investigate the following options: 2, 3, 5, 6, 7, 8, 11, 12 and adjust Tipping Fees to reflect clean burnable brush and clean wood FREE, construction waste measured by cu. ft. @ \$1.50 per cu.ft. & a small items fee clarification and shingles @ \$2.50 per cu. ft.

CARRIED

7.6 Memo: Sand Lake Boat Ramp Update

Resolution 2024-305

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives the Staff Memo regarding the Sand Lake Boat Launch and hereby directs Staff as follows: 1. To have the Public Works Superintendent attempt to obtain three quotes from contractors to provide the rip-rap and any other material for the project. 2. That Council determines it necessary to move forward in this manner contrary to Procurement By-law 2011-78; 3. Council directs Staff to transfer the budget amount to reserves to be used in the 2025 Budget Year.
CARRIED

7.7 Memo: Lions Pavilion Revamp Update

Resolution 2024-306

Moved by: Councillor Pateman; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts the Staff memo from Paul Audette regarding the Lion's Pavilion and hereby directs staff to move forward with the Retrofit Building Code Review in the amount of \$14,040 plus HST with the scope of work outlined in Tatham Engineering's Proposal of August 13th, 2024.

CARRIED

7.8 Memo: FORD 550/1 Ton

Resolution 2024-307

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

BE IT RESOLVED the Council of the Corporation of the Town of Kearney receives and accepts the Staff Memo regarding the Ford 550 / 1 Ton safety expense; AND WHEREAS the amount of repairs required to pass the safety and the required amounts to provide for licensing are beyond the budgeted line amount in the approved 2024 Budget; AND WHEREAS these costs are required to be paid to remain compliant with legislation; NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney approves the average in the amount of \$6,310.00 for the Ford 550/1 Ton Safety.

CARRIED

7.9 DRAFT Agreement – Circular Materials

Resolution 2024-308

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

WHEREAS the Council of the Corporation of the Town of Kearney has received a DRAFT agreement with Circular Materials to provide Depot & Curbside Operations for the provision of collection and transportation of regulated Recycling materials from October 1, 2025 to December 31, 2025; AND WHEREAS Council has received a recommendation for the PWS that supports the signing of this agreement; NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney approves the agreement attached as item 7.9 on this agenda; AND FURTHER THAT a by-law to authorize the execution of the agreement be passed later in the meeting.

CARRIED

7.10 DRAFT Development Agreement - Friedland

Resolution 2024-309

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

WHEREAS the Owner (Friedland) obtained, from the Southeast Parry Sound District Planning Board (Files B-002/24 & B-003/24) conditional approval of consent to sever the subject lands (the "Severance Approval") into two severed lots and one retained lot; AND WHEREAS the conditions of approval require the Owner to enter into a development agreement pursuant to section 53 of the *Planning Act*, and to register such Agreement on title to the lands; NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby approves in principle the DRAFT development agreement as outlined in item 7.10 on the agenda; AND FURTHER THAT a by-law to authorize the execution of the development agreement be passed later in the meeting

CARRIED

7.11 Memo: Committees of Council

Resolution 2024-310

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

WHEREAS the Council of the Corporation has received Staff Memo regarding the current Council Committee Structure; NOW THEREFORE BE IT RESOLVED that Council directs Staff to move forward with a committee structure that: removes Roads Committee, Budgetary Advisory Committee & By-law Committee and that Council will move forward after a final Road Committee meeting in October to hold a formal Town Hall Meeting to address Roads in November or December.

CARRIED

7.12 Memo: Integrity Commissioner Training

Resolution 2024-311

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

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney hereby receives Memo: Integrity Commissioner Training. Training to be booked for early November.
CARRIED

7.13 Memo: IT Update

Resolution 2024-312

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney hereby receives Memo: IT Update from C-A

7.14 Santa Claus Charity Ski Show Road Closure November 2, 2024

Resolution 2024-313

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

WHEREAS the organizers of the Santa Claus Charity Ski Show 2024 have requested to close Main St from Lakeview Ave to Rain Lake Rd from 12pm to 3pm on November 2, 2024; AND WHEREAS Staff and emergency personnel have been notified and have no concerns with the closure of the road; NOW THEREFORE BE IT RESOLVED the Council of the Corporation of the Town of Kearney authorizes the closure of Main St between Lakeview Ave and Rain Lake Rd on November 2, 2024 from 12pm to 3pm for the Santa Claus Charity Ski Show.
CARRIED

8. Other Business - Nil

9. Correspondence for Information

Resolution 2024-314

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

BE IT RESOLVED that Council receives the September 26th Correspondence list.
CARRIED

10. By-laws

Resolution 2024- 315

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED the following by-laws be read a first, second and third time, be passed by the Council of the Corporation of the Town of Kearney signed by the Mayor and Clerk, sealed with the seal of the Corporation and engrossed in the by-law book: 10.1 By-law 2024-42 to Enter into Agreement with Circular Materials; 10.2 By-law 2024-43 to Enter into an Agreement with Friedland
CARRIED

11. Closed Session

Resolution 2024- 316

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney moves into closed session at 9:22 pm under Section 239(2) of the Municipal Act, under the following subsections:

(2)(b) Personal Matters about an Identifiable Individual; (2)(d) Labour Relations or Employee Negotiations; (3.1) Council Training.

CARRIED

Resolution 2024-317

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvenes in Open Session at 11:25 pm

CARRIED

Resolution 2024-318

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

BE IT RESOLVED THAT the in relation to curfew the Council of the Corporation of the Town of Kearney directs staff to note that Council has gone past the 4-hour curfew.

CARRIED

Resolution 2024-319

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED THAT Council establishes a performance review committee for the C-A consisting of Michael Rickward and Jill Sharer for 2024

CARRIED

12. Confirming By-law

Resolution 2024- 320

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that By-law 2024-44 being a by-law to Confirm the Proceedings of the Regular Meeting of Council of September 26, 2024, be read a first, second and a third time, passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation, and engrossed in the by-law book.

CARRIED

13. Adjournment

Resolution 2024-321

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

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 11:27 pm to meet again at 6 pm on October 17, 2024 in the Council Chambers, Kearney, Ontario

CARRIED

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk

DRAFT

Town of Kearney
Reporting Period September 24, 2024
Batch: 2024-00070 to 2024-00070

Bank Code: AP - GENERAL AP

COMPUTER CHEQUE

Payment #	Date	Vendor Name		Payment Amount
34148	2024-09-25	Abell Pest Control	P/W & KCC Monthly Pest Control	234.70
34149	2024-09-25	Allen, Stefanie	Admin Reimburse Training Course	457.65
34150	2024-09-25	AMCTO Zone 7	Admin Fall Workshop Delegations x 2	300.00
34151	2024-09-25	Assoc. Of Ont. Road Supers	P/W Grader Training	6,145.01
34152	2024-09-25	Audette, Shannon	Regatta Reimburse Supplies	55.30
34153	2024-09-25	Bell Mobility Inc.	P/W & F/D Monthly Cell/B/D Monthly Data Flex	347.60
34154	2024-09-25	Bell Canada (Internet)	Monthly internet x 3.	553.04
34155	2024-09-25	BKC Inc.	F/D 2007 International Maintenance	1,303.57
34156	2024-09-25	Bowman Fuels Ltd.	P/W Vehicle diesel fills	2,433.09
34157	2024-09-25	Brandt	P/W Grader repair	6,380.58
34158	2024-09-25	Mike Brown	Trans Str. Kms to Kallio	7.70
34159	2024-09-25	Camfil Canada, Inc. Laval	KCC Furnace Filters	250.86
34160	2024-09-25	Conseil Scolaire Catholique	3rd Qtr Levy French Catholic S.B	1,987.70
34161	2024-09-25	Conseil Scolaire Public	3rd Qtr Levy French Pub S.B.	784.34
34162	2024-09-25	District Of Parry Sound	Fall Meeting - x 3 council / 1 staff	200.00
34163	2024-09-25	Duncor Enterprises Inc	Clam Lake/Echo Ridge surface Treat	101,379.03
34164	2024-09-25	Fetterley's Gas & Convenience	Various depts Fuel & Supplies	931.74
34165	2024-09-25	Fowler Construction	Asphalt Chetwynd/Echo/Cashman Creek	765,424.64
34166	2024-09-25	Glen Martin Ltd.	KCC Supplies	257.71
34167	2024-09-25	Hayes, Terry	Returned deposit after event	250.00
34168	2024-09-25	Inservus Management Systems	F/D Burker Gear Clearing	562.27
34169	2024-09-25	Jones Motor Lines	Service all outdoor washrooms	621.50
34170	2024-09-25	Kidd's Home Hardware Bldg. Centre	KCC Furnace Filters	76.77
34171	2024-09-25	Lake Country Office Solutions	Fees / Gym Wireless router (\$666 ¹⁴)	16,831.42
34172	2024-09-25	LAS-Local Authority Services	Munisoft Server 50% dep (\$15,707.) Admin office Supplies	116.97

Town of Kearney
Reporting Period September 24, 2024
Batch: 2024-00070 to 2024-00070

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Payment Amount
34173	2024-09-25	Lewis Motor Sales Inc. F/D Truck Maintenance	407.37
34174	2024-09-25	Mac Lang Sundridge Ltd P/W Oil Change & Service Ford 550	587.35
34175	2024-09-25	David McKean F/D Reimburse Medical Supplies	107.33
34176	2024-09-25	Midwestern Line Striping Inc Roads - annual line painting	8,673.28
34177	2024-09-25	Muskoka Springs Inc KCC Water jugs & cups	212.96
34178	2024-09-25	Near North Dist. School Board 3rd Qtr heavy English Public S.B.	150,326.79
34179	2024-09-25	Near North Laboratories Inc. F/D & KCC Water Sample Testing	72.00
34180	2024-09-25	Netspectrum F/D Monterey Internet	74.52
34181	2024-09-25	Nipissing-Parry Sound Catholic 3rd Qtr heavy English Separate S.B.	9,334.82
34182	2024-09-25	Les Phinney Beaver relocation x 5	500.00
34183	2024-09-25	Pinehill Iron & Metal Inc. B/D Foundation Removal	7,407.15
34184	2024-09-25	Purolator Inc. Admin Shipping charges	57.42
34185	2024-09-25	R&S Mobile P/W Plow emission test	237.30
34186	2024-09-25	Ransome Well Drilling Ltd F/D & P/W Supplies	473.36
34187	2024-09-25	Russell Christie LLP Admin General legal	1,951.38
34188	2024-09-25	Spectrum Telecom Group Ltd. F/D Radio repair	169.50
34189	2024-09-25	Telequip Systems Limited P/W Monthly Radio Usage	276.85
34190	2024-09-25	TJB Construction B/D Basement sandfill	1,525.50
34191	2024-09-25	Toromont Ind. Ltd. P/W excavator service	926.60
34192	2024-09-25	TransCanada Safety F/D Breathing Compressor Service/Repair	3,437.40
34193	2024-09-25	Waste Connections of Canada T/S Recycling Dump/Return	20,166.07
Total Computer Cheque:			1,114,818.14

Total AP: 1,114,818.14

For Council Meeting of October 17, 2024

This is the 'List of Accounts' report for Cheques #34148 to #34193 in the

Date Printed
2024-10-07 2:07 PM

Town of Kearney
Reporting Period September 24, 2024
Batch: 2024-00070 to 2024-00070

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amount of \$1,114,818.14. The report also includes payment of the Collabria
monthly visa statement on September 24, by online bill payment, for \$1,774.68

The total for accounts paid this reporting period is \$1,116,592.82

TRANSFER STATION ATTENDANCE AND COLLECTED FEES

Presented at the Regular Council Meeting on October 17, 2024

Date	Waste bins pick-up Construction Recycle Garbage Furniture	Location Attendance		Fees collected per type of waste					Cash Fees		Debit/Credit	Combined Site Fee Totals per Day
		King William	Kallio	Brush	Consdtruction	Furniture	Garbage	Shingles	King William Cash Fees	Kallio Cash Fees	Kallio & KW	
Reporting Period - September 10 -30/24												
Sept 10	3C/2P/3G	40	18							30.00	110.00	140.00
Sept 13		42	14						10.00	56.00	50.00	116.00
Sept 14		45	18							224.00	100.00	324.00
Sept 15		48	22						20.00	10.00	100.00	130.00
Sept 16		27	22						21.00	130.00	22.00	173.00
										14.00	114.00	128.00
Sept 17		47	20									-
Sept 20		41	39							82.00		82.00
Sept 21		32	30							80.00		80.00
Sept 22		61	30						18.00	79.00	58.00	155.00
Sept 23		28	20							50.00	50.00	100.00
										-		-
Sept 24		41	33							76.00	33.00	109.00
Sept 27		40	18							55.00	2.00	57.00
Sept 28		42	9						4.00		70.00	74.00
Sept 29		66	36						24.00		118.00	142.00
Sept 30		38	20						20.00	62.00		82.00
												-
												-
												-
Count Totals		638	349	0	0	0	0	0	REPORTING PERIOD GROSS		\$1,892.00	
Station Attendant:		Josh Dresser						Notes:				
Report Date:		October 7, 2024										



DATE OF COUNCIL MEETING	RESOLUTION NUMBER	RESOLUTION	ACTION REQUIRED	STAFF	STATUS	COMPLETED	NOTES/COMMENTS
Jan 11/24	2024-15	Waterhouse to help with Treasurer search	search for treasurer	Nicole		✓	
Jan 18/24	2024-20	GPS tracking system in vehicles	get tracking system installed	Paul		✓	
Feb 1/24	2024-39	Road Policy/Speed change	518 & other roads	Paul		✓	
Feb 15/24	2024-49	Fire Pro	Software	Paul S		✓	
Mar 7/24	2024-75	Policy re waiving fees	policy	Nicole	in progress		investigating review
April 18/24	2024-114	AMPS - bring back revised	Revise to include applicable by-laws	Nicole/Cindy/Jason	in progress		coordinate with all staff
April 18/24	2024-115	Overview Report re Fire Trucks - deem surplus	Determine how to sell/list/sell	Nicole/Stefanie/Paul S		✓	
April 18/24	2024-116	Restrict vehicles on Whites Farm Trails	Fix/secure gates, check trails	Paul A		✓	
April 18/24	2024-117	Receive 2024 Staff Q1 Activity Reports	Staff to continue to provide reports	Staff/Mgr		✓	
April 18/24	2024-118	Approve Membership NOW Caucus	Submit membership applications & \$	Nicole/Leslie		✓	
April 18/24	2024-119	Receive AHHC Contribution Spreadsheet	For Council Discussion & Review	Council		✓	
April 18/24	2024-120	Appoint Council Property Standards Committee	Advertise for PSC members	Nicole/Stefanie		✓	
April 18/24	2024-121	DEFEATED - Close Office during Lunch				✓	
April 18/24	2024-122	Bring Back Report re Keep Office Open	Report re Staff Safety/Regulations	Nicole	in progress		
April 18/24	2024-123	Appoint Area Fire Committee	advise members of meeting/connect	Nicole		✓	
April 18/24	2024-124	Staff complete work Clam Lake Road	Staff to complete work Clam Lake	Paul A		✓	
April 18/24	2024-125	Office Closure - April 24 - Staff work from home	Office Staff work from home	Nicole/Leslie/Cindy/Stef/Matt		✓	
April 18/24	2024-126	Support Final Budget Documents - 6% tax	Bring to May 9/24	Nicole		✓	
April 18/24	2024-127	Draft Sale of Land By-law	Bring to May 9/24 - update by-law	Nicole/Cindy		✓	
May 9/24	2024-139	Trailer By-law	Bring to May 30/24 with septic	Stef/Cindy/Nicole		✓	
May 9/24	2024-140	Approve O. Reg 284-09	Info for Auditors	Leslie		✓	
May 9/24	2024-141	Adopt Budget	Department Heads notified	Cindy/Nicole		✓	
May 9/24	2024-142	Regatta Memorabilia	Regatta Committee to order/sell	Lisa, Leslie		✓	
May 9/24	2024-143	Hazardous Waste Day	Notify Brendar	Cindy/Nicole		✓	
May 9/24	2024-144	MNR - Muskoka Air	Send form to MNR/copy Muskoka Air	Cindy		✓	
May 9/24	2024-145	Sale of Land By-law	update website, planning files	Stef/Cindy/Nicole		✓	
May 9/24	2024-148	Zoning By-law Update		Cindy		✓	
May 9/24	2024-149	Public Works Tenders	post tenders	Stefanie/Paul A		✓	
May 9/24	2024-150	Set Tax Rates	update financial files	Leslie		✓	
May 9/24	2024-151	Appoint Temp. CAO	update payroll	Leslie		✓	
May 30/24	2024-166	Approve ZBLA Mignardi	Prepare by-law for June 20	Cindy/Stefanie		✓	
May 30/24	2024-168	Transfer Station Cards - 911# Properties	Update Admin Staff	Stefanie/Leslie/Cindy		✓	
May 30/24	2024-169	Approve SRA Purchase in Principle	Notify Legal Counsel	Cindy/Stefanie		✓	
May 30/24	2024-170	Approve Training - Adam Lundy	Confirm Training	Paul A/Leslie		✓	
May 30/24	2024-171	Support WORC - \$300	Send Support \$	Leslie		✓	
May 30/24	2024-172	Approve Sale Surplus Fire Equipment	Complete Sale	Paul A/Paul S		✓	
May 30/24	2024-173	Approve Sale Backhoe	Complete Sale	Paul A		✓	
May 30/24	2024-174	Further investigation - sign options	Determine alternatives for sign	Paul A		✓	
May 30/24	2024-175	Receive Boat Ramp Update	Thank Staff	Cindy		✓	
May 30/24	2024-176	Support Well Water Testing	Send Letters of Support	Stefanie		✓	
May 30/24	2024-177	Support Turtle Presentation	Notify Staff/Library/Jasmin	Stefanie		✓	
May 30/24	2024-178	Directs Staff re Touch a Truck	Notify Paul A & Paul S Cheryl Attend SEPSDPB/Cindy send to	Cindy		✓	
May 30/24	2024-179	Continue Support Conset Applications (Armstrong)	Linda	Cheryl/Cindy		✓	
May 30/24	2024-180	Move Toronto Zoo correspondence to June 20	Add to Agenda	Stefanie/Cindy		✓	
May 30/24	2024-181	Extend Appointment By-law Karen Fraser	Pass By-law	Cindy		✓	
May 30/24	2024-182	Appoint Cindy Filmore Acting Clerk	Pass By-law	Cindy		✓	
June 20/24	2024-192	Consent List	Upload Minutes	Stefanie		✓	
June 20/24	2024-193	Support KDSR Grant Application	assist KDSR	Cindy		✓	

June 20/24	2024-194	Award Bice Bursary	design Certificate/issue			
June 20/24	2024-195	SR report re Tenders	cheque/attend	Cheryl/Cindy		v
June 20/24	2024-196	Trailer By-law	award tenders/contact bidders	Paul A		v
June 20/24	2024-197	Support Rickward MNR	post notice for intent to pass at July 11th meeting	Cindy/Stefanie		v
June 20/24	2024-198	Declare Regatta Festival	Complete form, send to MNR	Cindy		v
June 20/24	2024-199	Junior Fire Fighter	notify by-law, PW	Cindy		v
June 20/24	2024-200	Support Resolution, Metro Zoo Exotic Animals	notify Jr. Fire Fighter	Paul S.		v
June 20/24	2024-201	AHHC	send out support letters	Stefanie		v
June 20/24	2024-202	Regional Fire Services	send \$2000 from reserves	Leslie		v
June 20/24	2024-203	Support Dallaire Consent	send resolution to Perry	Cindy		v
June 20/24	2024-204	MMAH Training	send resolution to SEPSDPB	Cindy		v
June 20/24	2024-205	Consider Seniors re meetings/bookings	review budget/book training	Nicole		v
June 20/24	2024-206	AV/Internet Connectivity	review bookings/meeting, notify Cathy	Nicole/Stefanie		v
June 20/24	2024-207	Transfer Station Operations	passed motion for continuing without connectivity after 15 mins contrary to Procedure Bylaw	no follow-up required		v
June 20/24	2024-208	Buoys for Regatta	review/provide report September	Paul A. /Nicole		v
June 20/24	2024-210	Support Infrastructure	purchase buoys/\$s from reserves	Stefanie/Leslie		v
June 20/24	2024-211	By-law - Mignardi ZBL	Send Letters of Support	Stefanie		v
June 20/24	2024-211	Appoint CBO Bylaw	Send to Planner and Applicant and post notice of passing	Cindy		v
July 11/24	2024-224	Defer Approval of RZ 05-23 (Waffle) pending	determine legal re appoint backdate	Nicole		v
July 11/24	2024-227	Approves Agreement - Jennifer Joiner	inform planners	Cindy		v
July 11/24	2024-228	Approves By-law - CBO	send agreement to Jennifer	Nicole		v
July 11/24	2024-229	Approves Agreement - Tatham	complete	Nicole		v
July 11/24	2024-230	Send RCIP for ACED	notify Tatham	Paul A. /Nicole		v
July 11/24	2024-231	Support Service Phase for Bus Services	send RCIP	Stefanie/Cindy		v
July 11/24	2024-232	Town Hall Meeting	send support resolution	Stefanie/Cindy		v
August 1/24	2024-241	Staff Memo re Sand Lake Boat Launch	poll public, arrange meeting	Nicole/Stefanie		v
August 1/24	2024-242	John Deere Backhoe	nil			v
August 1/24	2024-243	Rock Point Road Deviation	Contact Planning Board/owner re 3 way cost	Cindy	in progress	
August 1/24	2024-244	Fireworks Permit	Enjoy the Fireworks!	Everyone		v
August 1/24	2024-245	Draft Establish & Regulate Fire & Emergency Serv	Bring back to Council	Paul S	in progress	
August 1/24	2024-246	Zoning By-law Amendments	Move toward OP, SP and ZBL updates	Cindy/Nicole		v
August 1/24	2024-247	Town Hall Meeting Dates	Schedule Town Hall Meetings	Nicole		v
August 1/24	2024-248	MMAH and IC Training	nil			v
August 1/24	2024-249	Pannbros	Pass By-law			v
August 1/24	2024-250	Donation Muskoka Watershed	Prepare policy for Council re donations	Cindy	in progress	
August 1/24	2024-255	Gift Land to Follick	move forward with gifting	Cindy/Nicole	in progress	
Sept. 5/24	2024-269	Consent List	send letters, etc. as per requests	Stefanie		v
Sept. 5/24	2024-270	Establish Holding Zone (Waffle)	Note to ZBL updates	Cindy		v
Sept. 5/24	2024-271	Block 9 to be municipal highway	Forward to legal, planners, note	Cindy		v
Sept. 5/24	2024-273	Agreement with AMO for CCBF	Sign agreement, send to AMO	Nicole		v
Sept. 5/24	2024-274	Payment to Fowlers re paving	Issue payment	Leslie, Paul A		v
Sept. 5/24	2024-275	Draft MOU with Snowmobile Club	Draft MOU	Nicole	in progress	at legal
Sept. 5/24	2024-276	Appoint Tracy Peters	Provide Library	Stefanie		v
Sept. 5/24	2024-277	DPSMA Fall Meeting	Register members	Stefanie. Leslie		v

Sept. 5/24	2024-278	Agreement with Cindy Leggett	Sign agreement, send to Cindy Leggett	Nicole		v
Sept. 5/24	2024-279	Issue RFP for Strat Plan, OP, ZBL	Post RFP as per Nicole Provide Appointment by-law as needed	Stefanie, Nicole		v
Sept. 5/24	2024-280	Appoint Clerk MFIPPA		Nicole		v
Sept. 5/24	2024-281	Rental of Equip. for White's Farm	Go ahead with rental	Paul		v
Sept. 5/24	2024-282	Approve Open Forum re Sept. 8	Set Agenda	Nicole		v
Sept. 5/24	2024-283	Source costs for SL Boat Launch Repair & Special I	Source costs, request Special Meeting	Paul A		v
Sept. 5/24	2024-284	Report on Re-coup of Demolition Costs	Report to Sept. 26 meeting	Matt/Nicole	in progress	
Sept. 5/24	2024-285	Nomination of Cathy Hare	Complete paperwork	Cindy		v
Sept. 26/24	2024-299	DRAFT E&R Bylaw	Notice re date of passing/agenda	Stefanie		v
Sept. 26/24	2024-300	Pumper-Tanker 314	organize with repair company	Paul S. / Leslie		v
Sept. 26/24	2024-301	RFSC Terms of Reference	forward res. To Perry	Stefanie		v
Sept. 26/24	2024-302	Contribution to Live Fire Unit	forward res. To Perry / pay	Stefanie/Leslie	payment in progress	
Sept. 26/24	2024-303	Curbside Pick-up	check on Cert. to haul waste	Paul A. / Nicole		
Sept. 26/24	2024-304	Waste Management Update	update fees, investigate options	Paul A. / Nicole		
Sept. 26/24	2024-305	Sand Lake Boat Launch	obtain quotes, move forward	Paul A.		v
Sept. 26/24	2024-306	Lions Pavilion	notify engineer	Paul A.		v
Sept. 26/24	2024-307	Ford 550 / 1 Ton	get safety completed	Paul A.		v
Sept. 26/24	2024-308	Agreement - Circular	sign and send send to Friedland & have	Paul A		v
Sept. 26/24	2024-309	agreement - Friedland	Mayor/Clerk Sign	Cindy/Stefanie	in progress	
Sept. 26/24	2024-310	Committee Structure	hold special roads meeting Oct 17	Cindy	in progress	
Sept. 26/24	2024-311	Integrity Commissioner Training	organize with IC	Nicole		v
Sept. 26/24	2024-312	IT Update	nothing to followup			v
Sept. 26/24	2024-313	Santa Claus Ski Show road closure	send notification to residents PW & Fire	Stefanie		v

**TOWN OF KEARNEY
RECREATION COMMITTEE MEETING MINUTES
Council Chambers
Tuesday, September 10, 2024 – 3:00 p.m.**

Members Present: C-A Nicole Gourlay, Councillor Jill Sharer, Bea Dubuc, Janet Dunsmore, Patti Kennery, Tracey Mashinter, Pauleen Patton.

Regrets: Laura Seaton

1. **Call Meeting to Order** – meeting called to order at 3:00 pm.
2. **Approval of Agenda**
Res. No. 43-24 Janet Dunsmore, Tracey Mashinter
BE IT RESOLVED that the Recreation Committee of the Town of Kearney, adopts the agenda with the following amendments 7.1 Karen Pudsey.
CARRIED
3. **Disclosure of Interest**
None noted.
4. **Delegations/Presentations**
4.1 Christmas Begins in Kearney – Amanda Mashinter, Kearney Fire Department
5. **Adoption of Previous Meeting Minutes**
Res. No. 44-24 Bea Dubuc, Patti Kennery
BE IT RESOLVED that the Recreation Committee of the Town of Kearney adopts the minutes of August 13th 2024 as circulated with an amendment to include Jennifer Joiner as guest noted under members present.
CARRIED
6. **Items for Discussion**
 - 6.1 Staff Activity Report
Staff gave an update on numbers to the committee for the regular programming.

Res. No. 45-24 Patti Kennery, Tracey Mashinter
BE IT RESOLVED the Recreation Committee of the Town of Kearney directs Staff to purchase eight new pickleball racquets to not exceed \$250.00.
CARRIED
 - 6.2 Pickleball Night Routine
Committee members signed up for the evening and afternoon pickleball classes. The C-A outlined that the clipboard with sign-in information and the key would be left with the librarian moving forward.
 - 6.3 Rosalee Concert Debriefing
The concert was well attended and the committee raised \$1,469.38 to go towards the Lions Park Refurbishment. A special thank you to everyone who volunteered their time as well as the Lions Club and our sponsors. The Legion, along with Rosalee and in discussion with the Chair have outlined they would like to do another one on November 9th in conjunction with the committee to fundraise for veterans around Remembrance Day.

6.4 Upcoming Scheduled Events

Fermenting Vegetables – Sept 14

Res. No. 46-24 Janet Dunsmore, Bea Dubuc

WHEREAS that the Recreation Committee of the Town of Kearney has only 9 participants registered as of today; AND WHEREAS the committee deems it necessary to continue the workshop and pay the additional fees; THEREFORE BE IT RESOLVED the Committee directs Staff to continue with the fermenting workshop regardless of participants registered.
CARRIED

First Aid – Level C & Basic first Aid Course – Oct 9

The poster was updated with information to ensure that people understood it would not be a certificate that you could use for work related training. Pete Dunnett explained that he would run it with a minimum of 2 people, he needs a week's notice.

Halloween Party – Oct 31: Possible Haunted House with the Fire Department

The Fire Department will be running their own Haunted House separate from the committee.

Res. No. 47-24 Patti Kennery, Jill Sharer

BE IT RESOLVED the Recreation Committee of the Town of Kearney gives authorization to Janet Dunsmore and Bea Dubuc to purchase \$700.00 worth of Halloween decorations for the Recreation Committee.
CARRIED

Games Night

To be sometime in November on a Saturday. It was suggested that if the Community Centre was available it would be good to do this the same day as the Legion Craft Show (November 16th).

Christmas Begins in Kearney – Dec 7 (to be confirmed)

Already discussed at 4.1 and C-A to work with Fire Chief and Staff to see about moving the Christmas Tree that is lit to the one outside of the Fire Hall.

Recreation Newsletter

The C-A will send through a revised version of the poster to go into people's mail boxes and be posted on social media/website prior to next meeting.

Youth Dance Programming

The C-A read out the email from Jillian Peever, the Space Upstairs.

Res. No. 48-24 Jill Sharer, Tracey Mashinter

BE IT RESOLVED the Recreation Committee of the Town of Kearney directs Staff to organize with Jillian Peever, 2 dance classes for kids ages 3 – 11 for 6 weeks beginning November 7th 2024; AND FURTHER THAT the cost for the 6 week block be \$60/participant.
CARRIED

Storage Bin – Date for cleaning & organizing

The C-A has been in discussions with other committees that have stuff stored in the shipping containers and will get a few dates together for everyone to go through stuff at the same time if at all possible.

Residence/Business Christmas Light Contest

This contest will conclude at 9AM on December 1st (when people will need to have

submitted their paperwork to the Town) and Council will review the houses and vote before 6PM on December 5th 2024 to provide information to Staff. The winners will be announced on December 7th at the Christmas Begins In Kearney event at the Fire Hall.

6.5 Possible Events to consider:

6.5.1 Remembrance Day Concert with Rosalee & Legion – Nov 9

Res. No. 49-24 Jill Sharer, Tracey Mashinter

BE IT RESOLVED the Recreation Committee of the Town of Kearney directs Staff to organize a fundraising concert with Rosalee Peppard on November 9th for Remembrance Day; AND FURTHER THAT ticket prices be \$20/adult; \$15/seniors (60+); veterans/kids free.
CARRIED

7. **New Business**

7.1 Karen Pudsey

Karen Pudsey has provided her letter of resignation from the Recreation Committee. We thank Karen for all she has done for the committee and wish her the best in her future volunteer endeavours.

8. **Adjournment**

Res. No. 50-24 Bea Dubuc, Janet Dunsmore

BE IT RESOLVED that the Recreation Committee of the Town of Kearney adjourns the Rec Meeting at 5:00 p.m. to meet again October 8, 2024 3PM.

CARRIED

Chair

Secretary

The Corporation of the Town of Kearney

RECREATION COMMITTEE AGENDA

Tuesday, October 8, 2024 – 3:00 p.m.
Seniors Room

1. Call the Meeting to Order

2. Approval of Agenda

3. Disclosure of Interest

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

4. Delegations/Presentations

5. Adoption of Previous Meeting Minutes

5.1 September 10, 2024

6. Items for Discussion

6.1. Staff Activity Report

- Pickleball numbers
- Exercise Numbers
- Country Fusion Dance Numbers
- Debrief on fermenting workshop

6.2. Report on outstanding items

- Youth Dance Program Update
- December free fitness
- Storage Bins
- Pickleball Paddles purchased
- Christmas begins in Kearney

6.3. First Aid – Level C CPR/AED – Oct 9th

6.4. Halloween Party – Oct 31st

6.5. Remember them concert – Nov 9th

6.6. Decorating the Lobby and Gym for Christmas

6.7. Games Day – November 16th with Library and Seniors Group

7. Closed Session

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

(3.1) Training (Committee Members will be provided Training from the C-A)

8. Adjournment

The Corporation of the Town of Kearney

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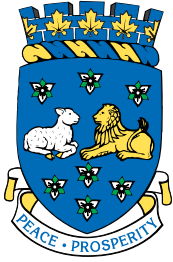
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8. Adjournment



September 26, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada

Dear Prime Minister:

Re: Solve the Crisis

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on September 25, 2024, approved the following motion:

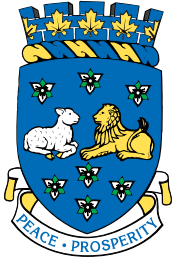
Whereas there is a humanitarian crisis in cities, large and small, urban and rural, across Ontario. We need immediate action at all levels of government, starting with the Province; and

Whereas the homelessness, mental health and addictions crisis continues to grow with 3432 drug related deaths in Ontario in 2023 as well as with an estimated 234,000 Ontarians experiencing homelessness and over 1400 homeless encampments across Ontario communities in 2023; and

Whereas the province has provided additional funding for mental health, addictions and homelessness programs, including the recently announced Homelessness and Addiction Recovery Treatment (HART) Hubs, it does not adequately address the growing crisis and the financial and social impact on municipalities and regions across the province; and

Whereas municipalities and regions are stepping up and working with community partners to put in place community-specific solutions to address this crisis, but municipalities and regions lack the expertise, capacity, or resources to address these increasingly complex health care and housing issues alone; and

Whereas this is primarily a health issue that falls under provincial jurisdiction and municipalities and regions should not be using the property tax base to fund these programs; and



Whereas there is no provincial Minister focused on this crisis leading to unanswered questions that span over a dozen ministries, and a lack of support to manage the increasing needs of those who are unhoused.

Now Therefore be it resolved that the Region of Waterloo supports the Solve the Crisis Campaign;

And calls on provincial and federal governments to commit to immediate action to solve the Humanitarian Crisis that Ontario is facing as the numbers of unhoused individuals and those suffering with mental health & addictions grows exponentially;

AND that the province officially makes Homelessness a Health Priority;

AND appoints a responsible Minister and Ministry with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports;

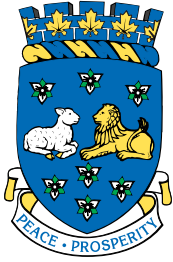
AND request that the provincial government strike a task force with broad sector representatives including municipalities, regions, healthcare, first responders, community services, the business community and the tourism industry to develop a *Made in Ontario Action Plan*;

AND that this provincial task force reviews current programs developed by municipalities, regions and community partners that have proven successful in our communities, to ensure that solutions can be implemented quickly and effectively to tackle this crisis.

AND provides the adequate, sufficient and sustainable funding to ensure that municipalities have the tools and resources to support individuals suffering with mental health and addictions, including unhoused people and those from vulnerable populations that may be disproportionately impacted;

And that this Council calls on the residents across the Region of Waterloo to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca and showing your support;

And further that a copy of this motion be sent to:



- **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada**
- **The Honourable Doug Ford, Premier of Ontario**
- **The Honourable Sylvia Jones, Deputy Premier and Minister of Health**
- **The Honourable Paul Calandra, Minister of Municipal Affairs and Housing**
- **The Honourable Michael Parsa, Minister of Children, Community and Social Services**
- **The Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions**
- **Local and area MPs, MPPs and Heads of Council**
- **The Association of Municipalities of Ontario, Ontario's Big City Mayors and Mayors and Regional Chairs of Ontario**

Please accept this letter for information purposes only. If you have any questions please contact Regional Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

Please forward any written responses to this letter to William Short, Director, Council & Administrative Services/Regional Clerk
regionalclerk@regionofwaterloo.ca

Yours sincerely,

William Short, Director Council and Administrative Services/Regional Clerk

cc: Region of Waterloo Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca



Staff Report

Staff Report No. SR2024-60
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: Matthew Clouthier, CBO
Subject: 2024 Q3 Activity Report – Building Department

Recommendation:

That Council receive SR2024-60 from the Chief Building Official for information purposes only.

Background:

- | | |
|--|-----------------------|
| 1) Total Permits Processed as of September 30, 2024. | Total: 25 |
| Applications Pending Approval as of September 30, 2024 | Total: 9 |
| 2) Category of Permits Issued as of September 2024 | |
| a. New Cottages/Houses | Total: 16 |
| b. New Commercial | Total: 0 |
| c. New Garages | Total: 3 |
| d. Miscellaneous Reno/Deck | Total: 15 |
| e. Demolition | Total: 1 |
| 3) Permit fees generated total as of September 2024 | Total: \$54,200.66 |
| Construction Value total as of September 2024 | Total: \$2,593,900.00 |

Analysis:

The Building Department is currently working through its busy period for the 2024 building season and no major changes have taken place. As per the previous quarterly report, 2024 started off as a slower application year due to the rising cost of living and other economic factors. This year has continued to be slower than previous years but above average compared to other departments contacted through our OBOA chapter. Numerous permits have received amendments to increase the scope of the existing issued permits issued. A couple new applications have been received, but the planning process has slowed and even halted the issuance of numerous permits due to non-compliance with the town zoning by-law/official plan. With the additional red tape and the planning processes, many earlier applications have halted their projects or completely withdrew their applications.

Continued use of the CGIS CBO module has been implemented and all inspection reports, notice of completions and MPAC updates are being performed through the new system.

Now that the building season is slowing, training will pick up starting with a 1-day course on the “Inspectors guide” to the 2024 building code changes. Anything additional has yet to be planned.

The summer this year was expected to be busy and did not disappoint. The department was very busy with inspections and building operations ran smoothly.

Prepared by: Matthew Clouthier, CBO.



Staff Report

Staff Report No. SR-2024-61
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: By-Law Enforcement
Subject: 2024 Q3 Activity Report - Bylaw

Recommendation: That Council receives this SR-2024-61 from the By-law Enforcement Department for information only.

Background: By-Law services continue to grow and develop within the Town of Kearney. We have now completed the 3rd Quarter of 2024 and this report will reflect the current recording period from July 1st, 2024 – September 30th, 2024.

During this period, priority has been given to completing and understanding on-going concerns, specifically with the Clam Lake Property Owners Association, and Sand Lake Property Owners Association. Cooperation with the various Lakes Associations are ongoing and relationships are being created to ensure communication and expectations remain consistent and effective.

In an initiative to better understand and work with our lake associations, we implemented a strategy to share concerns, and work cooperatively for better communication and progress. This has eliminated multiple reports from multiple persons with conflicting information and agendas. We have been fortunate in that the respective members of these associations are knowledgeable and are aware of the presenting issues, offering expertise and solutions.

This summer, property remediations and clean ups have also been at the top of our priority list. Remediations have been executed without difficulties and were effective to obtain compliance, while also ensuring safety within the Town of Kearney.

As the busy summer months have now concluded, our focus will remain on updating and reviewing legislation. We will continue to address outstanding matters, to learn more about the Town of Kearney and its residents. This will ensure future success and assist with continued understanding of the Town’s specific needs.

2024 Year to Date 3rd Quarter Statistics

ANIMAL –	6
PROPERTY STANDARDS –	20
SNOW REMOVAL –	14
TRAILER –	7
NOISE-	3
OTHER –	15
PARKING	1
Total Calls for Service	66

Conclusion:

We continue to enjoy working with the Staff and Council in the Town of Kearney and identifying and overcoming challenges as they are identified. We are excited to face the upcoming challenges that the fall and winter months may have to offer.

Prepared by: Bryan Austin and Jason Newman



Staff Report

Staff Report No. SR2024-63
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: Paul Audette Public Works Superintendent
Subject: Public Works 2024 Q3

Recommendation:

That Council receive SR2024 - 63 Public Works 2024 Q3 Activity Report from the Public Works Superintendent as information only.

Background:

Public Works has completed daily maintenance of all roads during the summer months and completion of several large projects in the construction and repair of roads. Summer months can be difficult to achieve maximum productivity with Staffing shortages due to Holidays, extreme heat days, rain days etc. but overall Staff has done an extremely good job staying on top of the needs on the Municipality.

Analysis:

- Double Surface Treatment contract was completed on the remainder of the gravel section of Clam Lake Rd.
- Single Surface Treatment contract completed on Echo Ridge Rd.
- Pulverization contract for Echo Ridge Rd. and Chetwynd Rd. contract completed.
- Regrading of the pulverized areas prior to asphaltting was an issue but through perseverance and determination Staff were able to complete.
- Asphalt Surfacing on Chetwynd Rd. and Echo Ridge Rd. was also completed.
- Roadside brushing was completed on Hwy 518. East around the section of Beaver Lake.
- Roadside brushing on Echo Ridge Road was completed.
- Aholas Rd. had B gravel added to problem areas of wash outs from low lying areas etc. to bring it to a higher standard.
- Regular road patrols to ensure roads are free of debris (trees, branches, snow, hazard to public safety)
- Daily, weekly, and monthly maintenance on Trucks/equipment. (grease, small repairs, etc.)
- Upkeep of the shop and premises including both Town Transfer Stations
- Readily available to answer concerns, requests and complaints received from the residents.
- Small road repairs Cold Patch/Patching
- Maintenance of gravel roads with the grader and fluff gravel to maintain proper slope for drainage.
- Placed Liquid Calcium on gravel roads for yearly dust control.
- Assisted Parks and Facilities staff with building maintenance.
- Several beaver dams were removed to maintain proper storm water management.
- Adam Lundy completed the Grader Training with Ground Force Training successfully and was awarded his certification.
- Docks and equipment will be removed this month.
- Preparations have started to ready the fleet for the upcoming winter season.

Operational Updates:

- Budgeting for 2025 operations and capital budget has begun plus a 5–10-year Capital budget plan. Winter Sand and Salt has been received and stock piled for the upcoming winter season. Vehicle Safeties are being completed along with the necessary services.
- License plate renewals have been completed. Changes to the waste and recycling pick-up in the town proper moving the pick-up date to the following business day preceding a Statutory Holiday has gone smoothly and residents have accepted it with no issues. Since tracking has started, the number of households picked up from is an average of 30 residents. Tenders was written and released on Website for Bidders to bid the crack sealing budget item, and the Town did not receive any bids for the contract, options will have to be looked at this winter to see what can be done. Line painting of new asphalt sections and in town as well as the KCC parking lot and stop bars completed.

Courses Signed Up For:

- Financial management and Talent Management – September 17 & 18 (awaiting results). These courses are needed to achieve CRS-I designation.

Update on Resolutions:

- Hunt's Contracting completed the necessary work to fix the issues with the roof of the Public Works Building.
- Tatham Engineering has completed the OSIM report, and we should see the report in the coming months.
- Vehicles relisted on Gov. Deals –, Generac generator and 2008 Sterling Snowplow and Sander were listed again for auction.
- Signage for the walking trails have arrived and are ready to be placed.
- Architectural review has begun on the Lions Pavilion.

Continued Tracking for the Public Works Department:

- **Residence Complaints and Requests** – categories to show if answered, completed follow up needed and explanation of complaint and resolution.
- Road Survey (road patrols MMS) – monthly all streets with categories for major issues = Speed limits, type of road, hazards identified, signs, road needs etc.
- Vehicles and equipment
- Small tools (shop inventory)
- Employee files (all my Staff)
- Repairs on equipment
- Assisting the CAO/Clerk with facility maintenance and KCC.
- Tracking of all Capital Budget projects financially for year-end purposes.

Conclusion:

The department has been busy at times and our team has worked hard this past quarter to get the roads to a maintenance and safety level that we can be proud of.

Prepared by:

Paul Audette, Public Works Superintendent

Date: October 17, 2024
 To: Mayor, Deputy Mayor, and Members of Council
 From: Leslie Harvie, Deputy Treasurer
 Subject: 3rd Quarter Treasury Activity Report

Background:

In the third quarter of 2024, the Treasury department's main focus has been final tax billing preparation, supplemental tax billings, accounts receivables, accounts payable, dealing with various tax inquiries and concerns, month end processes, and bank reconciliations, among other daily duties. Treasury workload is heavy, and staff consistently needs to work through the lunch hour in order to meet deadlines and complete tasks.

Analysis: based on each individual quarter

Accounts Payable Processing	
Number of Cheques Processed	238
Value of Cheques Processed	\$ 1,938,352

Payroll Administration and Processing	
# of employees (T4s) for the year - includes monthly Council, biweekly Staff & annual volunteer firefighters	N/A
Gross Payroll processed-council, staff, and volunteer firefighters	\$ 320,904
Canada Life monthly benefit payments processed	\$ 31,700
OMERS monthly payments processed	\$ 24,602
Receiver General bi-monthly payments processed	\$ 81,924
Employer Health Tax payments processed	\$ 6,258

HST Rebates	
The Town required to collect HST on certain activities and is entitled to claim a rebate of 86.46% of HST paid on invoices. HST remittances are filed quarterly . The 3rd quarter rebate will be filed before October 31	
Quarterly HST Rebate Claimed (2nd Qtr.)	\$ 42,753

Taxation	
Final tax billing (+ Newsletter Prep)	\$ 2,426,042 Prepared by July 12
Supplementary and Omitted Assessments	\$ 117,160
2024 Tax write-offs/tax incentive approvals	\$ (3,750)
interest and penalties on taxes	\$ 11,607
Total period taxation	\$ 2,551,059
Total Tax Payments Received	\$ 1,425,366

Conclusion:

At the end of the third quarter, there is an outstanding tax balance amount of \$1,283,438.27, but we will likely see a flux of incoming payments in October. An attached actual to budget report for the first three quarters of the year gives insight as to where the Town stands financially as we head into the year's final quarter.

The chart below illustrates the amount of email and telephone communications in the Treasury department. These totals do **not reflect time spent on the same inquiries by other departments.*****

The majority of telephone calls received are regarding tax balance inquiries. The emails received include (but are not limited to) tax certificate requests, bank reports for tax payments, tax balance inquiries, and land title transfer documents. The majority of emails received are invoices for accounts payable.

COMMUNICATIONS	July	August	September	Totals
Phone Enquiries	372	241	228	841
Emails General Inquiries	720	861	687	2268
3rd Quarter Communication Totals	1092	1102	915	3109

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Town of Kearney
Budgetary Control
For the Period 2024-01-01 - 2024-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
020-001 - Tax Levy-Set Up Taxes		9,017.20	4,573,379.90	4,599,315.00	(25,935.10)	99.4
020-002 - Supplementaries		118,374.30	118,374.30	15,000.00	103,374.30	789.2
020-003 - Grant-in-Lieu/Canada Post/Ont Graphite			1,215.87		1,215.87	
020-201 - Education Req - EP		(150,388.38)	(440,977.78)	(578,208.00)	137,230.22	76.3
020-202 - Education Req - FP		(784.34)	(2,253.81)	(2,889.00)	635.19	78.0
020-203 - Education Req - ES		(9,334.82)	(26,547.56)	(34,395.00)	7,847.44	77.2
020-204 - Education Req - FS		(1,987.70)	(5,668.34)	(7,316.00)	1,647.66	77.5
021-001 - OMPF Grant			540,450.00	720,600.00	(180,150.00)	75.0
021-002 - AMO Gas Tax Revenue (Re: Funds spent)				122,785.00	(122,785.00)	
021-005 - NORDS Funding (Prev.Main Street)				330,000.00	(330,000.00)	
021-023 - OPP Detachment Revenue		426.52	1,041.52	1,460.00	(418.48)	71.3
021-421 - Provincial Offences Act (P.O.A.)			(1,000.00)	5,170.00	(6,170.00)	119.3-
021-422 - CSPT-Court Security Prisoner Transport			268.00	1,071.00	(803.00)	25.0
021-423 - OCLIF (Cannabis)				500.00	(500.00)	
021-502 - Aggregate Resources Trust		2,431.90	2,656.16	224.00	2,432.16	1185.8
021-504 - OCIF Formula Based Funding			135,095.00	302,264.00	(167,169.00)	44.7
021-601 - Recycling/Hazardous Waste Grants			23,253.79	83,688.00	(60,434.21)	27.8
021-711 - Elderly Persons Operating Grant			10,000.00	13,375.00	(3,375.00)	74.8
021-712 - Elderly Persons Special Grant			8,290.11	8,738.00	(447.89)	94.9
021-714 - Seniors Active Living Fair			2,500.00	2,500.00		100.0
021-823 - NOHFC - KCC renovation				130,496.00	(130,496.00)	
021-901 - NOHFC-Youth Intern				4,038.00	(4,038.00)	
022-321 - Tax Certificates		100.00	950.00	2,260.00	(1,310.00)	42.0
022-322 - Fax & Photocopy Revenue		0.31	30.72	290.00	(259.28)	10.6
022-401 - Fire Dept Misc. Revenue			(954.28)	6,000.00	(6,954.28)	115.9-
022-441 - Bldg. Dept - Bldg & Zoning Compliance		400.00	1,200.00	2,290.00	(1,090.00)	52.4
022-442 - Bldg Dept - Abandoned Permits				5,040.00	(5,040.00)	
022-443 - Bldg Dept - Special Inspections				470.00	(470.00)	
022-491 - 911 Civic Number Signs			440.00	1,080.00	(640.00)	40.7
022-601 - Trans. Stn. Tipping Fees/Other Revenue		3,683.00	40,400.59	30,420.00	9,980.59	132.8
022-811 - Kearney Dog Sled Revenue			28,942.00	28,942.00		100.0
022-812 - Regatta Revenue			29,699.05	23,000.00	6,699.05	129.1
022-813 - Rec Programs - Misc Revenues		1,814.16	11,983.65	9,000.00	2,983.65	133.2
022-821 - KCC Revenue			325.00	4,000.00	(3,675.00)	8.1
022-841 - Art Show Revenue			9,103.01	8,100.00	1,003.01	112.4
022-901 - Planning Revenue		750.00	10,003.17	12,000.00	(1,996.83)	83.4
023-001 - Lottery Lic. Revenue		33.00	1,032.90	1,130.00	(97.10)	91.4
023-002 - Trailer License Revenue			2,800.00	3,130.00	(330.00)	89.5
023-003 - Marriage License Revenue		125.00	375.00	130.00	245.00	288.5

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Town of Kearney
Budgetary Control
For the Period 2024-01-01 - 2024-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
023-004 - Encroachment Revenue				200.00	(200.00)	
023-401 - Fire Permits & Inspection Revenue			6,001.00	6,960.00	(959.00)	86.2
023-441 - Building Permits Revenue		1,490.00	59,697.40	190,310.00	(130,612.60)	31.4
023-461 - Dog Tags			445.00	250.00	195.00	178.0
023-501 - Driveway/Entrance/Oversize/Permits			5,100.00	3,770.00	1,330.00	135.3
024-821 - Community Hall-Gym Rentals		500.00	2,749.12	5,000.00	(2,250.88)	55.0
024-822 - Senior's Lounge		(250.00)	171.24	1,000.00	(828.76)	17.1
025-501 - SOES-Scarborough School Brd Rd Maint.			5,967.38	11,935.00	(5,967.62)	50.0
026-001 - Bank Interest			101,754.68	163,000.00	(61,245.32)	62.4
026-002 - Interest On Taxes		4,738.44	33,828.53	58,500.00	(24,671.47)	57.8
027-001 - By-Law Enforcement Revenue (Fines)			4,255.00	4,000.00	255.00	106.4
027-811 - Centennial Committee Revenue			20.00	100.00	(80.00)	20.0
028-001 - Miscellaneous Revenue		8,026.64	8,845.10	2,500.00	6,345.10	353.8
028-002 - Sale of Surplus Lands				230,000.00	(230,000.00)	
028-003 - Asset sale/insurance proceeds			54,295.49	45,250.00	9,045.49	120.0
028-801 - Parkland Revenue Re: Funds spent				32,185.00	(32,185.00)	
028-802 - Parkland Dedic.Cash-in-lieu:HOLDING ACCT			2,900.00		2,900.00	
029-001 - Transfer from Reserves			9,664.00	29,339.00	(19,675.00)	32.9
029-002 - Prior Year Surplus (budget only)				475,871.00	(475,871.00)	
Revenue Totals:		(10,834.77)	5,372,101.91	7,115,868.00	(1,743,766.09)	75.5
030-001 - Council Honorariums		5,100.00	42,100.00	55,500.00	13,400.00	75.9
030-010 - Council EHT & CPP		239.06	2,397.16	1,320.00	(1,077.16)	181.6
030-020 - Council Sundry Expenses		(337.75)	187.81	4,000.00	3,812.19	4.7
030-035 - Council Insurance			1,135.08	1,135.00	(0.08)	100.0
030-040 - Council Training, Dues & Mileage		838.14	6,919.67	7,500.00	580.33	92.3
030-050 - Council Donations		950.00	4,300.00	6,115.00	1,815.00	70.3
031-020 - Election Expenses			2,330.31	2,450.00	119.69	95.1
031-900 - Transfer to Election Reserve			4,075.00	4,075.00		100.0
031-902 - Transfer to UFCW Reserve			2,500.00	2,500.00		100.0
032-001 - Administration - Wages & Benefits		27,708.46	305,623.86	556,000.00	250,376.14	55.0
032-002 - Years of Service Awards				750.00	750.00	
032-020 - Office Postage, Supplies and Sundries		1,800.71	8,085.47	12,800.00	4,714.53	63.2
032-023 - Computer and Equipment Maint & Paper		15,814.16	48,069.99	45,000.00	(3,069.99)	106.8
032-025 - CGIS Expenses		3,566.78	12,942.71	13,275.00	332.29	97.5
032-026 - Advertising			1,123.43	2,500.00	1,376.57	44.9
032-027 - Association Dues			4,494.80	5,040.00	545.20	89.2
032-030 - Telephone		167.80	2,672.41	4,225.00	1,552.59	63.3

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Town of Kearney
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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
032-031 - Hydro		707.45	5,150.59	7,485.00	2,334.41	68.8
032-035 - Insurance-Administration			62,676.89	62,677.00	0.11	100.0
032-036 - Insurance Claim Deductibles				15,000.00	15,000.00	
032-040 - Training & Professional Development		762.13	5,106.13	10,000.00	4,893.87	51.1
032-050 - MPAC - Property Assessment			42,633.81	56,845.00	14,211.19	75.0
032-051 - Contracted General Legal/Title Searches		(2,329.77)	48,046.28	50,000.00	1,953.72	96.1
032-053 - Auditor			(4,117.12)	22,769.00	26,886.12	118.1
032-054 - Contracted Accounting			32,050.05	35,100.00	3,049.95	91.3
032-056 - Human Resources Consultant				20,982.00	20,982.00	
032-057 - CUPE Negotiation Costs-Legal/other			20,900.53	50,000.00	29,099.47	41.8
032-058 - UFCW Negotiation Costs-Legal/other				1,500.00	1,500.00	
032-060 - Property Tax Write Offs		3,284.15	8,540.78	12,500.00	3,959.22	68.3
032-065 - Bank Charges & Interest		(13.68)	2,262.86	2,570.00	307.14	88.1
032-100 - Mileage Expenses			42.86	100.00	57.14	42.9
032-800 - General Government Capital			32,142.99	80,000.00	47,857.01	40.2
032-900 - Provisions for Reserves			316,274.00	316,274.00		100.0
040-001 - KVFD - Fire Wages & Benefits		8,309.65	84,259.15	117,800.00	33,540.85	71.5
040-003 - KVFD - Volunteer Compensation&Training			(4,486.56)	108,000.00	112,486.56	104.2
040-010 - KVFD - Volunteer WSIB, EHT				6,930.00	6,930.00	
040-020 - KVFD - Administrative Expenses		339.94	5,687.67	7,800.00	2,112.33	72.9
040-022 - KVFD - Public Education			3,427.02	3,000.00	(427.02)	114.2
040-023 - KVFD-Repeater Tower & Dispatch Services		534.44	3,049.33	7,500.00	4,450.67	40.7
040-025 - KVFD - Equipment Maintenance		4,569.50	9,348.65	8,000.00	(1,348.65)	116.9
040-026 - KVFD - Small Equipment Purchases		(6.32)	10,946.11	10,529.00	(417.11)	104.0
040-030 - KVFD - Telephone		127.66	815.83	450.00	(365.83)	181.3
040-031 - KVFD - Hydro/Heat		204.84	6,062.41	8,600.00	2,537.59	70.5
040-032 - KVFD - Building Expenses			14,418.59	15,000.00	581.41	96.1
040-035 - KVFD - General & Firefighters Insurance			43,978.52	43,978.00	(0.52)	100.0
040-041 - KVFD - Joint Training Officer		4,170.40	12,511.22	17,182.00	4,670.78	72.8
040-042 - KVFD - Uniforms		172.98	1,615.11	6,000.00	4,384.89	26.9
040-060 - MNR Fire Agreement				7,875.00	7,875.00	
040-100 - KVFD - Vehicle Expenses		3,102.38	22,243.83	22,000.00	(243.83)	101.1
040-723 - 2007 E-One Pumper/Tanker Principal			6,597.00	9,762.00	3,165.00	67.6
040-724 - KVFD-2007 E-One Pumper/Tanker Interest				3,432.00	3,432.00	
040-800 - KVFD - Capital Purchases Equipment			94,800.93	124,475.00	29,674.07	76.2
041-021 - 1st Response - Medical Supplies		96.65	1,206.18	2,500.00	1,293.82	48.3
042-020 - Policing (Realignment)		25,180.00	176,260.00	302,160.00	125,900.00	58.3
044-001 - Building Dpt Wages & Benefits		19,060.06	170,840.35	149,900.00	(20,940.35)	114.0
044-020 - Building Dpt Office Expense		94.26	19,977.22	4,300.00	(15,677.22)	464.6

Town of Kearney

Budgetary Control

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For the Period 2024-01-01 - 2024-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
044-027 - Building Department Memberships			521.20	577.00	55.80	90.3
044-040 - Building Dept Training & Misc		(111.71)	3,460.52	7,000.00	3,539.48	49.4
044-058 - Building Department Legal		11,795.12	37,804.19	15,000.00	(22,804.19)	252.0
044-100 - Bldg Dept Mileage&Vehicle exp		236.84	6,810.27	4,900.00	(1,910.27)	139.0
044-800 - Building Dept Capital purchases			1,027.78	1,100.00	72.22	93.4
045-020 - By-Law Expenses / Mileage		4,472.76	32,322.58	61,500.00	29,177.42	52.6
045-021 - B/L Enfor-Prop. Cleanup/Impound/Legal			2,978.60		(2,978.60)	
045-023 - By-law Training				2,000.00	2,000.00	
046-020 - Animal Control Costs				1,000.00	1,000.00	
049-020 - Emergency Measures Expenses			1,004.54	2,850.00	1,845.46	35.3
050-001 - PW -General Overhead Wages & Benefits			55,306.52		(55,306.52)	
050-002 - PW-Shop Maintenance Wages			8,904.77		(8,904.77)	
050-020 - Garage - Bldg & Equip Supplies/R&M		1,361.50	31,890.74	50,000.00	18,109.26	63.8
050-030 - Telephone/Radio		472.34	4,960.92	5,600.00	639.08	88.6
050-031 - Garage - Hydro/Heat		218.56	9,300.30	13,780.00	4,479.70	67.5
050-035 - Municipal Insurance - Roads			44,105.23	44,105.00	(0.23)	100.0
050-040 - Employee Expenses & Training		5,647.53	11,777.00	12,000.00	223.00	98.1
050-050 - PW- Roads Needs Study			2,757.79		(2,757.79)	
050-100 - Public Works All Vehicle Fuel		3,388.19	45,182.84	85,000.00	39,817.16	53.2
050-101 - PW - Wages & Benefits Equipment Mtce			13,465.45		(13,465.45)	
050-106 - 2021 Dodge #9 fuel, license, repairs			992.76	815.00	(177.76)	121.8
050-110 - 2023 Dodge Ram 1500 License/Rprs/Fuel		443.07	2,020.91	2,000.00	(20.91)	101.1
050-111 - 2024 Dodge Ram 2500 Licence/Repair			549.91	500.00	(49.91)	110.0
050-120 - 2008 Sterling Tandem #6			3,845.33	1,750.00	(2,095.33)	219.7
050-121 - 2016 Freightliner Plow Truck		295.62	3,366.50	5,000.00	1,633.50	67.3
050-122 - 2019 Ford 550 - License and repairs		528.93	2,857.05	3,500.00	642.95	81.6
050-123 - 2020 Freightliner License and Repairs			3,067.99	14,000.00	10,932.01	21.9
050-124 - 2024 Freightliner Licence and Repairs			6,271.88	3,000.00	(3,271.88)	209.1
050-125 - Ford 550 Sanding Unit Truck 8			1,516.20	1,000.00	(516.20)	151.6
050-135 - Cat Excavator		1,650.63	2,922.63	5,000.00	2,077.37	58.5
050-145 - Equip. #5 - Steamer Propane/Repairs				500.00	500.00	
050-155 - Equip # 6 - Grader Repairs		6,580.35	20,610.63	25,000.00	4,389.37	82.4
050-160 - Repairs - CAT Backhoe (prev.John Deere)			7,590.47	5,000.00	(2,590.47)	151.8
050-165 - Trackless Sidewalk Unit				100.00	100.00	
050-166 - Sweeper			4,961.50	3,000.00	(1,961.50)	165.4
050-170 - Public Works Trailer (Float)				1,000.00	1,000.00	
050-728 - West Bay Rd Loan - Principal				8,629.00	8,629.00	
050-729 - West Bay Road Loan-interest			8,754.99	96.00	(8,658.99)	9119.8
050-801 - PW Capital Building & Equipment			206,969.47	217,721.00	10,751.53	95.1

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Town of Kearney
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Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
050-802 - Capital Road Construction		867,316.77	913,322.75	961,000.00	47,677.25	95.0
050-803 - Bridges & Culverts Capital			20,476.70	12,750.00	(7,726.70)	160.6
050-805 - PW Wages - construction			632.99		(632.99)	
050-900 - PW - Transfer to Reserve			240,000.00	240,000.00		100.0
051-001 - PW - Paved Rd Wages & Benefits			7,087.65		(7,087.65)	
051-020 - Cold Patch/Patching (Paved Road)			4,533.67	24,000.00	19,466.33	18.9
051-022 - Line Painting (Paved Road)		7,810.57	7,810.57	13,500.00	5,689.43	57.9
051-023 - Stormwater System Maint./Catch Basin				20,000.00	20,000.00	
052-001 - PW - Unpaved Rd Wages & Benefits			11,005.22		(11,005.22)	
052-020 - Gravel - Unpaved Roads			1,545.04	13,500.00	11,954.96	11.4
052-021 - Dust Control (Unpaved Roads)			30,008.43	40,000.00	9,991.57	75.0
052-023 - Armour/Joly Road Mtce Agreements			3,358.09	3,358.00	(0.09)	100.0
053-001 - PW -Bridges and CulvertsWages & Benefits			217.98		(217.98)	
053-020 - Bridge Op Expenses (Repairs/Inspections)				8,345.00	8,345.00	
053-021 - Culverts and Bridges				1,000.00	1,000.00	
054-001 - Roadside Wages&Benefits			3,617.23		(3,617.23)	
054-020 - Roadside - Mowing/Brushing				8,000.00	8,000.00	
054-021 - Roadside - Signs			4,965.38	1,500.00	(3,465.38)	331.0
054-022 - Roadside Beaver Trapping		500.00	2,300.00	1,200.00	(1,100.00)	191.7
054-023 - Roadside - Guardrails				750.00	750.00	
055-001 - PW - Winter Control Wages & Benefits			48,297.15	64,000.00	15,702.85	75.5
055-021 - Carillion/Fowler Winter Road Agmts			4,163.62	5,225.00	1,061.38	79.7
056-001 - PW - Streetlights Wages & Benefits			316.49		(316.49)	
056-020 - Street Lights		309.55	5,252.81	5,230.00	(22.81)	100.4
059-001 - PW-Wages & Benefits Holding Account		29,535.46	345,853.10	601,300.00	255,446.90	57.5
059-002 - PW wages and benefits-allocated			(154,841.12)		154,841.12	
060-001 - Transfer Station Wages & Benefits		4,577.04	55,848.47	77,800.00	21,951.53	71.8
060-002 - PW and Facilities Wages-transfer stn			4,030.55		(4,030.55)	
060-021 - Joint Waste Management		23,984.97	71,954.92	95,940.00	23,985.08	75.0
060-022 - BFI - Recycling		18,150.03	80,826.81	124,730.00	43,903.19	64.8
060-023 - BFI - Shingles & Metal		10.18	1,747.81	6,030.00	4,282.19	29.0
060-024 - Trans. Stn Operating Expense		128.99	15,821.61	16,000.00	178.39	98.9
060-026 - Hazardous Waste Days		13,208.51	13,208.51	11,130.00	(2,078.51)	118.7
060-031 - Trans. Stns - Hydro & Phones		213.32	2,239.93	3,000.00	760.07	74.7
060-035 - Transfer Station Insurance (Backhoe)			487.58	488.00	0.42	99.9
060-060 - Trans Stn-John Deere Backhoe Repairs			13,749.25	10,000.00	(3,749.25)	137.5
060-061 - 2014 Ford F150 Operating Costs		88.26	3,817.25	7,500.00	3,682.75	50.9
060-100 - Landfill Closure and Post-Closure			552.05	14,100.00	13,547.95	3.9
060-800 - Transfer Station Capital			1,541.67	40,000.00	38,458.33	3.9

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070-020 - North Bay/Parry Sound Dist. Health Unit			21,282.03	28,376.00	7,093.97	75.0
070-021 - Ambulance			100,569.23	134,092.00	33,522.77	75.0
070-022 - Almaguin Highlands Health Ctre Committee			8,007.00	6,007.00	(2,000.00)	133.3
070-900 - To Reserve - Muskoka Hospital			108,750.00	108,750.00		100.0
071-022 - Eastholme - Levy			104,457.00	139,276.00	34,819.00	75.0
071-025 - DSSAB (Social Service Admin Board)			44,255.28	177,021.00	132,765.72	25.0
071-032 - Seniors Grant - Kearney Maint./Exp.			1,258.67	2,000.00	741.33	62.9
071-033 - Seniors One Time Grant Expenses			8,290.11	8,738.00	447.89	94.9
071-034 - Senior's Active Living Fair			2,493.51	2,500.00	6.49	99.7
080-001 - Parks Wages & Benefits		1,686.81	7,265.39	7,800.00	534.61	93.2
080-002 - PW and Facilities wages - Parks			2,177.52		(2,177.52)	
080-020 - Parks & Trails Maintenance and Supplies		662.04	5,901.40	6,000.00	98.60	98.4
080-024 - Boat Ramps and Docks Maintenance				1,500.00	1,500.00	
080-025 - Parks - Town Dock Hydro		29.02	199.80	350.00	150.20	57.1
080-027 - R.Bice Sust.Ctre & Wilderness Experience				1,000.00	1,000.00	
080-035 - Parks & Recreation Insurance			17,588.88	17,589.00	0.12	100.0
080-090 - Parks - Lions Park/Rink		159.98	8,677.56	4,100.00	(4,577.56)	211.7
080-100 - Parks veh. 2021 Dodge Operating Expenses		227.84	2,357.62	5,000.00	2,642.38	47.2
080-801 - Boat RampsDocks Capital (Incls 080-803)			7,470.67	100,000.00	92,529.33	7.5
080-802 - Parks Capital			2,055.56	12,100.00	10,044.44	17.0
080-804 - Lion's Park Capital Projects				10,000.00	10,000.00	
081-001 - Recreation - Swimming Wages&Benefits				7,800.00	7,800.00	
081-002 - PW and Facilities Wages - Rec Programs			1,339.01		(1,339.01)	
081-020 - Recreation Program Expenses		540.00	7,309.65	13,000.00	5,690.35	56.2
081-021 - Swimming Program Expenses		1,685.00	1,685.00	2,700.00	1,015.00	62.4
081-035 - Municipal Insurance-Volunteers			810.00	810.00		100.0
081-050 - KCC Committee				4,000.00	4,000.00	
081-051 - Recreation Special Events			881.00	4,000.00	3,119.00	22.0
081-501 - Dog Sled Races Expenditures			28,256.14	28,942.00	685.86	97.6
081-502 - Regatta/Fireworks Expenditures		978.30	29,599.72	23,000.00	(6,599.72)	128.7
081-902 - Regatta band shelter transfer to reserve			800.00	800.00		100.0
082-001 - KCC - Wages & Benefits		6,859.65	51,977.91	124,500.00	72,522.09	41.8
082-002 - KCC Wages- Allocated to Other Functions			(2,489.16)		2,489.16	
082-003 - Public Works Wages - Facilities			931.75		(931.75)	
082-020 - KCC - Supplies & Maintenance		1,029.46	11,152.67	17,000.00	5,847.33	65.6
082-021 - KCC - Water Operations & Maint.		61.24	1,062.01	1,500.00	437.99	70.8
082-031 - KCC - Hydro/Heat		1,462.07	13,259.87	18,000.00	4,740.13	73.7
082-035 - KCC - Insurance			9,973.94	9,974.00	0.06	100.0
082-040 - KCC - Employee Expenses and Training			501.60	1,000.00	498.40	50.2

Report Date
2024-10-08 10:52 AM

Town of Kearney
Budgetary Control
For the Period 2024-01-01 - 2024-09-30

Account # / Description	Committed	Current	Year to Date	Budget	Variance	%
082-800 - KCC - Capital Expenses		71.68	281,464.29	448,129.00	166,664.71	62.8
083-020 - Library Levy			46,015.00	46,345.00	330.00	99.3
083-021 - Library - Operating Expenses		235.51	1,988.74	2,110.00	121.26	94.3
084-020 - Art Show Expenses			8,153.46	8,100.00	(53.46)	100.7
090-020 - Planning Misc. Expenses		684.35	2,647.05	15,000.00	12,352.95	17.7
090-021 - Official Plan & Zoning				75,000.00	75,000.00	
090-022 - LPAT Planning Appeals			92.65		(92.65)	
091-020 - Economic Development Misc. Expenses			1,129.54	1,400.00	270.46	80.7
Expense Totals:		1,143,400.41	5,011,455.60	7,115,868.00	2,104,412.40	70.4
Net Surplus (Deficit):		(1,154,235.18)	360,646.31		360,646.31	

Accounts Printed: 239



Staff Report

Staff Report No. SR2024-64
Date: October 17, 2024
To: Mayor, Deputy Mayor, and Members of Council
From: Cindy Filmore, Deputy Clerk (DC)
Subject: 2024 Q3 Activity Report – Planning Department

Recommendation:

That Council receive SR2024-64 Q3 Activity Report from the Deputy Clerk as information only.

Background:

2024 is showing no chance of slowing down. While Staff are completing additional training as well as being pulled in various directions and roles, Planning is remaining a very active part of the DC daily tasks.

Shore Road Allowances

Shore Road Allowance queries are slightly lower than previous years. As the real estate market has slowed as well as construction, the need/desire to purchase shore road allowances is mostly being driven by the zoning and consent applications. As such, we have seen few applications this quarter.

Pre-consultation Requests

Since the previous Quarterly Report, we have received 5 Pre-consultation Requests, two for zoning and three for consent(severance).

Zoning By-law Amendments

Of the 2 ZBLA applications received, one is awaiting a report from our Planner (the Zoning By-law Amendment Report & By-law) and one is awaiting more information from the applicant.

Consents/Severances

The remaining Consent from 2022 was extended by the Planning Board until 2025, however Staff and the applicant are finalizing the necessary agreement which shall be coming back to Council in November. Most of the 2023 Consent applications are close to meeting all the necessary conditions of consent.

In 2024, we have received 7 consent applications thus far, with one being of 3+the retained, one being multiple lots, a lot correction or lot addition, one pertaining to a right of way, and the remainder being single lot severances (creating one additional lot).

Official Plan (OP) & Official Plan Amendments (OPA)

One OPA application began in 2022 and is still not completed. Staff have seen the potential of more OPA's being applied for due to the interest in secondary dwelling units that do not fit within our current OP policies. The update to our Official Plan will include, as dictated in the PPS, the provision to allow more opportunities for additional dwelling units in the manner that residents/developers are looking for, providing services can be accommodated with the density being requested.

Staff have now issued an RFP for the Official & Strategic Plan for the Town of Kearney, with a requested submission date of October 4th. Submission have not been reviewed at the time of writing this report.

Analysis:

Staff are eagerly awaiting the opportunity to work through the SP, OP and ZBL updates with the chosen consultant. With past issues to consider as well as recent updates to Provincial Legislation, the process will be interesting and insightful and will provide Kearney with a firm basis on which to move forward.

Despite the economic downturn, Staff are still receiving inquiries by phone and email for real estate sales and development potential on a regular basis. These inquiries take an average of 10 to 45 minutes to complete and may require additional follow-up as Staff try to communicate these inquiries back through email to allow the individual to refer back to the information provided. Staff continue to provide a zoning compliance report which real estate agents or landowners can provide when listing their property. This information can be shared with potential purchasers.

While our webpage improvements and CGIS advancements are making information more readily available and help to relieve some of the pressures for Staff to provide information to the public, it still takes time for the public to be able to use/understand these improvements and Staff time is still being spent walking the public through the website.

Conclusion:

Staff are continually working towards improvements within our office. From website improvements to CGIS efficiencies, to Staff training and inclusion, it is Staff's intent to provide the best service possible.

Prepared by:

Cindy Filmore, Deputy Clerk



Staff Report

Staff Report No. SR2024-65
Date: October 17, 2024
To: Mayor, Deputy Mayor, and Members of Council
From: Nicole Gourlay, Clerk-Administrator
Subject: 2024 Q3 Activity Report - Administration/Parks and Facilities

Recommendation:

That Council receive this SR 2024-65 as information only from the Clerk-Administrator.

Background and Analysis:

Staff try their best to track inquiries during their working day in order to help provide an understanding of the types of inquiries we receive daily through various means of communication. These inquiries do not include all Staff numbers as they were not available at the time of this report being submitted. The numbers are as follows:

General total: 1295
Building: 84
Planning: 836
PW & Transfer Station: 240
Treasury: 273
By-law: 39

The following key items have been happening in the Administration department over the last quarter.

Meetings – The last quarter has been very busy with Council meetings, special meetings, training and two Town Hall meetings. Staff and Council have also been busy attending Property owner association meetings as well as regional association meetings.

Renovation Project – The administration team continues to work with the architect team in order to obtain the final documents from the general contractor. The one – year date from substantial completion is nearing in October. The AV system is completed, but additional infrastructure may be required to facilitate better virtual meetings. The C-A and DC have been speaking to the IT service provider as well as the AV subcontractor to come up with a solution for better connectivity with public meetings. Staff will bring a specific report with options/recommendations to Council for the 2025 capital budget.

Budget – The management team has been working to complete capital budget items that are outstanding in 2024. Some of the items have recently come to Council for approval, including the IT update (to be finalized in Q4), paving, the Sand Lake Boat launch etc.

IT Upgrades – As per the Memo from the C-A at the September 26th regular meeting of Council, the final stage of the upgrade is to facilitate a server update for Munisoft (the municipal accounting software). Staff have been working with the IT service provider to schedule the correct timing, in order to facilitate this final change over as it will require no access to our systems for a few days.

Communication – The Recreation committee has been very busy and all communications (posters, registrations etc.) are completed by Staff. We have decided on an e-newsletter platform that the public will be able to subscribe to in order to receive the monthly newsletter on past events/information and information for the upcoming month. This will also be used as a “News Flash” communication tool, should there be something very specific and

immediate that needs to be sent out to the community. With Staff workload, we were unable to complete formal training for CGIS to utilize the system more efficiently. This has been planned for early Q4 and will continue to finesse the system to ensure it works best for Staff in tracking of service requests, inquiries and different applications.

Health & Safety – A visit from the MOL outlined the need for a small Asbestos training and map for Staff to be aware of the two areas in the building where asbestos was detected. The C-A will facilitate this training in Q4 along with continuing to provide monthly health & safety walk throughs with the new representatives as appointed by the Union. Training for these members will need to be facilitated in Q4 as well.

By-laws and Policies brought to Council in Q3:

- DRAFT Trailer By-law
- Enter into agreements for recreation and engineering services, circular materials and AMO
- Consent agreements
- ZBLA – Friedland & Waffle
- Appointing CBO and MFIPPA Coordinator
- Establishing a Public Highway

Recreation – The recreation committee supported the Legion’s Canada Day celebrations, put on a benefit concert to raise money to refurbish the Lion’s Park, organized a fermenting vegetables workshop as well as introduced Country Fusion Line Dancing on Thursday nights. The Committee is busy preparing for a CPR workshop, another benefit concert for Remembrance Day, Christmas begins in Kearney as well as the Halloween Party on October 31st 2024 at the KCC. The Committee has also been in existence for one year in September and have put together a “year in review” poster that will be mailed out to members of the public. The Committee continues to meet once a month, typically on the first Tuesday of each month. The exercise programming, line dancing as well as pickleball is still all well attended. The Committee has requested an instructor to begin kids dance classes for the area as well which will most likely begin after the Christmas break.

Some of the other key projects that the Administration department has been working on in 2024 are:

- Grants – The Administration department is reviewing grant opportunities for the 2025 year
- Procurement – RFP for OP/Zoning and Strategic Plan has been published and will be reviewed for Council decision very soon.
- Food Cycler Program – has sold out and users are being reminded of
- Capital Budget discussions

Parks and Facilities – The Parks and Facilities department has been extremely busy over the course of the summer keeping the grounds looking beautiful, watering flowers, maintaining and logging the facility needs as well as ensuring that our water samples are all completed monthly and sent to the lab. Special projects that have been completed is cleaning out of different storage areas, preparation for Regatta as well as cleaning up from Regatta. A new employee has filled a temporary vacancy within that department to assist the other permanent full-time employee with the job duties. Staff also reviewed the trail systems to provide a better understanding of the trail needs moving forward into the end of the year. Staff have worked exceptionally hard to keep the facilities all in good working order and clean. With the multitude of recreational programming, special meetings as well as committee/community group usage of the facilities over the last quarter Staff spend a lot of time cleaning, setting up and taking down for various uses.

The third quarter of 2024 we have seen the following with regards to events at the July – 5 rentals (2 pd, 3 free); August – 5 rentals (all free); and September – 3 rentals (all free). These do not include community group meetings, Council meetings or committee meetings in the quarter.

Conclusion:

As always, the summer keeps Staff very busy with an increase in transient tourism as well as property owners in the area calling with questions/concerns or stopping by the office. Staff have drawn special attention over these last few weeks to come together in order to complete outstanding projects/direction or work towards it to be completed by the end of 2024. The C-A has heard through residents as well as members of Council the great work of Staff and their communication across all departments to the public has not gone unnoticed. As we move into the final quarter of 2024, the C-A looks forward to continuing to improve community engagement and working with all stakeholders to plan for an even better 2025.

Prepared by: Nicole Gourlay, Clerk-Administrator



Staff Report

Staff Report No. SR2024-70
Date: October 17th, 2024
To: Mayor, Deputy Mayor, and Members of Council
From: Paul Schaefer, Fire Chief
Subject: 2024 Q3 Activity Report

Recommendation:

That Council receive the Q3 2024 Activity Report from the Fire Chief as information only.

Background:

Kearney Fire and Emergency Services current calls are as follows:

2024 Call Volume up to September 30th; Fire 13 & Medical 29.

Along with the calls for service Kearney Fire participated in the following events in the third quarter:

- Community Safety Day
- Firefighter Challenge
- Touch a Truck
- National Drowning Day
- AGM Grass Lake Association
- 14 Fire Hall Tours completed this quarter

Training:

- Extrication - Auto Ex x2 -Locate water sources -Truck Checks -Search and rescue
- Firefighter rescue - Ladder Training - Team Performance Review – Pump Operations – Aerial Truck Practice – Three Medical Practices – Regatta weekend – PIARS for five station calls.
- Weekly fire training, Hall cleaning, portable pumps, Planning for Christmas event.

A committee of Kearney Firefighters have been busy planning the Christmas event Day. Firefighters have received their certificates for courses passed. As well the dump burn was completed. Adding to the list general building and vehicle maintenance as required. This past quarter has been busy with a variety of medical and fire calls.

We continue to work on firehall organization, new truck check lists have been developed, organizing files and issuing burn permits. The OFM Risk Assessment has been completed. The FC has attended staff training, wildland fire meeting, attended EMO Lunch and Learns plus the Fall Sector Meeting. Participated in two Town Hall Meetings. Fire Pro 2 program is up and working, still inputting data as time permits. There has also been a Regional Fire Services Committee meeting. All trucks have been undercoated, air packs have been flow tested and the air fill station has been fully serviced and is working well. The pump test has been completed for 311 as well as all ladder testing completed. Also attending monthly Chiefs meetings or as required. Completed a Fire Protection Grant application designed to support cancer prevention efforts. In addition to this the FC is currently working on another grant put out by Emergency Management. The FC completed the Incident Safety Officer training and am preparing for the upcoming test. The Emergency Plan has also been updated as time permits. The FC has had the opportunity to speak with potential recruits and hopefully there will be progress on new members. Also keeping the Facebook page current with timely safety messages and upcoming Fire Department Events. Kearney Fire and Emergency Services proudly presented Camp Bucko a burn camp for kids with \$2,400.00 that was raised at our Community Safety Day.

ON DESK

My upcoming tasks are to keep implementation of the FP2 program, Live fire building, Emergency Management, grant applications and inspections as required.

Prepared by: Paul Schaefer, Fire Chief



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

Minutes: October 3, 2024, 10:00 am via Zoom and at the Township of Perry Municipal Office

Present: Rod Ward (Chair), Delynne Patterson, Margaret Ann MacPhail, Vicky Roeder-Martin, Tom Bryson, Sean Cotton, Norm Hofstetter, Brad Kneller, Jim Ronholm, Luke Preston, Tara Schaack (Secretary)

Regrets: Cheryl Philip

Guest: Katie Zammit, Isabel Pereira, Rebecca Paul, Courtney Metcalf, Cheryl Harrison

Called to order at 10:00 am by Chair R. Ward

1. 2024-25 Moved by D. Patterson - Seconded by B. Kneller
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council adopt the minutes from the regular meeting of September 5, 2024 as circulated. Carried.

2. **DECLARATION OF PECUNIARY OF INTEREST:** None

3. **DELEGATIONS:** None

4. **RESOLUTIONS PASSED:**

2024-26 Moved by T. Bryson - Seconded by V. Roeder-Martin
THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council hereby recognizes Luke Preston as the new representative on the Almaguin Highlands Health Council for the Village of Sundridge, replacing Fraser Williamson. Carried.

2024-27 Moved by D. Patterson - Seconded by J. Ronholm
WHEREAS the Province of Ontario has demonstrated an unprecedented commitment to the health and well-being of our communities through a historic investment in healthcare, representing a bold step towards ensuring the future prosperity of all residents within the Muskoka Algonquin Healthcare (MAHC) catchment area;
AND WHEREAS the Muskoka Algonquin Healthcare (MAHC) has, through tireless effort, rigorous analysis, and meaningful consultation with stakeholders, developed a visionary, data-driven proposal that addresses the diverse healthcare needs of our region, both now and for generations to come;
AND WHEREAS the proposed multi-site delivery model not only ensures the preservation of essential healthcare services, but also fosters the expansion of much-needed specialized care, including services critical to our senior population, which would otherwise be unattainable under a traditional hospital model;

AND WHEREAS the ability to attract and retain top-tier specialty physicians-essential for maintaining the highest standards of care-is greatly enhanced through the establishment

of centres of specialization, further ensuring our communities have access to world-class medical expertise;

AND WHEREAS the proposed future-oriented healthcare delivery model is not only a more sustainable solution but one that offers unparalleled flexibility in meeting the ever-evolving healthcare demands of our communities, securing a robust healthcare system for today and tomorrow;

AND WHEREAS this proposal, with its forward-thinking approach, would see a dramatic expansion of hospital infrastructure, including a significant increase in physical space at each hospital site, and an impressive doubling of emergency room capacity to meet the rising needs of all residents;

AND WHEREAS the adoption of a multi-site regional hospital model ensures equitable access to high quality healthcare services for every individual across the vast MAHC catchment area, fostering healthier communities and stronger futures for all;

NOW THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council, with deep conviction and a commitment to the health of our residents, proudly and emphatically supports, in principle, the Muskoka Algonquin Healthcare (MAHC) proposal to develop a multi-site regional hospital, recognizing its profound and far-reaching benefits for the people of this region;

AND FURTHER THAT a copy of this resolution be forwarded to MPP Graydon Smith, Premier Doug Ford, and all municipalities within the MAHC catchment area, urging them to join in this crucial support for the future of healthcare in our communities. Carried.

2024-28 Moved by B. Kneller - Seconded by N. Hofstetter

THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council hereby recognizes Vicky Roeder-Martin as the new Vice-Chair. Carried.

5. ITEMS FOR DISCUSSION:

a) MAHC Redevelopment Working Group Updates

K. Zammit, Manager of Women's and Children's Health Transitional Care and a member of Care at Home Working Group for MAHC shared her role and the role of the Working Group. Highlights included exploring transitional care beds and nurse led home care delivery. The Alternative Levels of Care Task Force completed an assessment in regard to community needs. They are also working on potential regional education for the program. She shared the District working group is working towards the ideal of bridging the gap between healthcare and social services.

C. Harrison provided an update on the MAHC redevelopment project. OHT and Homecare are continuing to communicate and build relationships. The ALC Task Force is working toward a shift from long-term care beds to extended care at home. They are working through legislation, aligning policies, and going through union contracts. There is a pilot program ready to roll out in the spring. The location will be the Gravenhurst area. The pilot will be very small, only consisting of 5-10 clients. No extra funding is available at this time.

b) Update on Almaguin Highlands FHT Strategy / Next Steps for AHHC Strategy
R. Paul has stated that AHFHT have formed a committee for the strat plan and have identified key stakeholders. An item of priority is rostering and serving the waitlist. The plan has will be finalized in Fall/Winter and will be ready to share early 2025. Once the FHT's strategy is complete, the AHHC will form a committee to discuss its strategy and next steps.

c) Township of Ryerson Resolution Supporting MAHC Redevelopment
Discussion occurred surrounding the resolution passed by the Township of Ryerson in support of the MAHC redevelopment project moving forward. Questions were answered which included the following highlights:

- The hope is that the resolution will provide some sense of comfort to the community
- The goal is that the project will move ahead
- There is still concern from the South about the number of beds at the Bracebridge site
- An upcoming MAHC press release should assist with moving this forward
- Chair informed the group that he has had dialogue with Mayors of the South informing them that the North supports the project
- A Mayor from the South may attend future AHHC meetings for a better understanding of the northern perspective.

AHHC passed the resolution of support.

d) Progress Report- Discussion regarding format
The progress report has not been updated recently. The committee discussed if the report is required anymore as the minutes and slide presentations provide member municipalities and the public with updates. The committee is open to feedback from the municipalities. It was stated that having the minutes and reports are working so far.

e) Other Business
The committee welcomed Luke Preston as the new representative for the Village of Sundridge. A new Vice Chair was appointed to replace F. Williamson, the New Vice Chair is V. Roeder-Martin.

Committee discussed preparing a future resolution of support in regard to the pay equity concerns for the FHT.

MAHC is hosting a fundraiser at River Bowl- *Bowling for Boobs*, October 24th. Teams of 6 people may register with a cost of \$210 per/team. Committee members are to connect with R. Ward if they are interested in participating.

6. ADJOURNMENT

2024-28 Moved by T. Bryson - Seconded by D. Patterson

THEREFORE, BE IT RESOLVED THAT the Almaguin Highlands Health Council adjourn at 11:45am to meet again on November 7, at 10:00 am at Perry Township. Carried.

THE ALMAGUIN HIGHLANDS HEALTH COUNCIL

Resolution No: 2024-27

Date: October 3, 2024

Moved By: DeLyane
Seconded By: Sim

WHEREAS the Province of Ontario has demonstrated an unprecedented commitment to the health and well-being of our communities through a historic investment in healthcare, representing a bold step towards ensuring the future prosperity of all residents within the Muskoka Algonquin Healthcare (MAHC) catchment area;

AND WHEREAS the Muskoka Algonquin Healthcare (MAHC) has, through tireless effort, rigorous analysis, and meaningful consultation with stakeholders, developed a visionary, data-driven proposal that addresses the diverse healthcare needs of our region, both now and for generations to come;

AND WHEREAS the proposed multi-site delivery model not only ensures the preservation of essential healthcare services, but also fosters the expansion of much-needed specialized care, including services critical to our senior population, which would otherwise be unattainable under a traditional hospital model;

AND WHEREAS the ability to attract and retain top-tier specialty physicians-essential for maintaining the highest standards of care-is greatly enhanced through the establishment of centres of specialization, further ensuring our communities have access to world-class medical expertise;

AND WHEREAS the proposed future-oriented healthcare delivery model is not only a more sustainable solution but one that offers unparalleled flexibility in meeting the ever-evolving healthcare demands of our communities, securing a robust healthcare system for today and tomorrow;

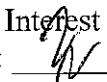
AND WHEREAS this proposal, with its forward-thinking approach, would see a dramatic expansion of hospital infrastructure, including a significant increase in physical space at each hospital site, and an impressive doubling of emergency room capacity to meet the rising needs of all residents;

AND WHEREAS the adoption of a multi-site regional hospital model ensures equitable access to high quality healthcare services for every individual across the vast MAHC catchment area, fostering healthier communities and stronger futures for all;

THE ALMAGUIN HIGHLANDS HEALTH COUNCIL

NOW THEREFORE BE IT RESOLVED THAT the Almaguin Highlands Health Council, with deep conviction and a commitment to the health of our residents, proudly and emphatically supports, in principle, the Muskoka Algonquin Healthcare (MAHC) proposal to develop a multi-site regional hospital, recognizing its profound and far-reaching benefits for the people of this region;

AND FURTHER THAT a copy of this resolution be forwarded to MPP Graydon Smith, Premier Doug Ford, and all municipalities within the MAHC catchment area, urging them to join in this crucial support for the future of healthcare in our communities.

Pecuniary Interest Declared: _____
Chairman:  _____

THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW 2024 - 28

BEING A BY-LAW TO LICENCE TRAILERS IN THE TOWN OF KEARNEY

WHEREAS the *Municipal Act*, S.O. 2001 as amended, Section 164 authorizes a municipality to pass By-laws to license trailers.

AND WHEREAS the Town of Kearney Bylaw #2022-20, known as the Comprehensive Zoning By-law Section 3.30.1 and Section 3.30. 2 as amended states:

Section 3.30.1 Travel trailers, motor homes, campers or recreational vehicles shall be stored in the rear or interior side yard and must meet the yard and setback requirements for an accessory building.

ii) A maximum of one (1) travel trailer, motor home or camper may be stored in Residential and Rural Zones. Travel trailers, motor homes and campers may be parked in parking spaces that comply with the provisions of Section 3.18 of this By-law.

3.30.2 One (1) travel trailer, motor home or camper may be used in the yard of a Residential or Rural Zone, where the camper meets the required setbacks for an accessory building unless otherwise permitted by special exemption.

ii) A travel trailer, motor home or camper parked or stored on a property for more than fourteen (14) days in any calendar year and used for human occupation must have a Camper License issued by the Town of Kearney in compliance with the current Camper Licensing By-law, unless it is located in a Camping Establishment.

NOW THEREFORE the Council for The Corporation of the Town of Kearney REPEALS By-law # 2013-17, and ENACTS the following:

SECTION 1 – TITLE AND APPLICATION

1.1 This By-law shall be cited as the ‘Trailer License’ By-law.

1.2 The licensing provisions enacted by this By-law does not apply to:

- a) Assessed Trailers as defined in Section 2.7
- b) Trailers located in Trailer Camps, Commercial as defined in Section 2.4
- c) A Stored Trailer as defined in Section 2.6
- d) A trailer or park model trailer used during the construction of a dwelling on a lot.

1.3 This By-law applies to any trailer, even if the trailer was placed on the property prior to date of enactment of this By-law.

SECTION 2 – DEFINITIONS

2.1 TOWN – means The Corporation of The Town of Kearney and shall be defined as the lands and premises within the corporate limits.

2.2 TRAILER – means any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn, is propelled by the motor vehicle or is a self-propelled camping unit and is capable of being used for the living, sleeping, or eating accommodation of any persons. Without limiting the generality of the foregoing includes, a park model trailer, a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home, a motor home, a truck camper but does not include a mobile home or accessory building, structure or use as defined in the Town of Kearney’s Comprehensive Zoning By-law.

2.3 TRAILER, PARK MODEL – means a manufactured building under the Ontario Building Code O. Reg. 332/12 Section 9.38 “Park Model Trailers” which has

been designed and constructed in conformance with the standards of CSA-Z241 "Park Model Trailers", and which is used as a recreational vehicle or building that meets the following criteria:

- a) Built on a single chassis mounted on wheels; and
 - b) Designed to facilitate relocation from time to time; and
 - c) Designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances; and
 - d) Built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode; and
 - e) Built with a width greater than 2.6 metres (8.5 feet) in the transit mode.
- 2.4 TRAILER CAMP, COMMERCIAL – means any land in or upon which any trailer or tent is used or intended to be used for human occupation on a temporary or seasonal basis and shall not include mobile homes or park model trailers.
- 2.5 SELF-PROPELLED CAMPING UNIT – means a motor vehicle designed, equipped and used for overnight sleeping accommodation and that includes built-in facilities for sleeping, cooking and refrigeration.
- 2.6 STORED TRAILER – means any MTO plated trailer located on a property for the purpose of storing such trailer.
- 2.7 ASSESSED TRAILER – means any trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.8 PERMANENT BASIS – means either year-round occupancy or occupancy by persons who do not maintain elsewhere a usual or normal place of residence.
- 2.9 OCCASIONAL USE – means the use is valid for no more than 14 days for temporary accommodations on any property within the licensing season.
- 2.10 CAMPING/TRAILER ESTABLISHMENT Lands used for the parking and temporary use for multiple campsites occupied by tents, trailers, motor homes, truck campers and recreational vehicles and accessory uses and facilities such as administrative offices, sanitary facilities, recreational facilities and an accessory convenience store

SECTION 3 – LICENCE AND REGULATIONS

- 3.1 No person shall use or permit to be used, a trailer, on lands that are not permitted under the current Comprehensive Zoning By-law for the Town, unless such trailer is licensed under this By-law. For clarity, pursuant to Section 1.3 of this By-law, this requirement to obtain a license applies to trailers which were located on property prior to the date of passage of this By-law.
- 3.2 A license issued pursuant to this By-law authorizes the use and maintenance of a trailer for temporary accommodations only. The issuance of a license does not grant the licensee the authority to occupy the trailer on a permanent basis. In furtherance of the foregoing, no person shall occupy or permit to be occupied a trailer during the period commencing December 1st of a calendar year and ending April 30th of the following calendar year.
- 3.3 The issuance of a license is not intended and shall not be construed as permission or consent by the Town for the holder of the license to contravene or to fail to observe or comply with any law of Canada, Ontario or any By-law of the Town.
- 3.4 A maximum of one (1) trailer licensed under this By-law is permitted on a single vacant parcel of land. Trailers, Park Model are not permitted on a single vacant parcel of land.

- 3.5 The owner of the property upon which the trailer is to be located shall consent to its placement on the property in writing.
- 3.6 Trailers must remain as manufactured free from addition or structures.
- 3.7 Heat sources and appliances must compliant with appropriate standards. Including but not limited to the ESA, WETT and TSSA.
- 3.8 No Camper shall be licensed unless it is connected to or served by a sewage system that is constructed, operated and maintained as per part 8 of the Ontario Building Code and enforced by North Bay Mattawa Conservation Authority, unless the camper contains an integral holding tank to be emptied at a facility licensed by the Ministry of the Environment.

DRAFT

SECTION 4 – LICENCE APPLICATION AND FEES

- 4.1 All applications for such license shall be made to the Town upon the prescribed form and shall include the submissions referenced therein, including payment of the License Fee required, as per the Town's current 'Fees and Charges' By-law.
- 4.2 No license shall be issued, unless:
 - a) the trailer for which such license is issued is located in compliance with the setback requirements for a dwelling unit as prescribed by the Town's 'Zoning' By-law, for the zone in which it is located.
- 4.3 The Town may issue the following class of licenses:
 - a) Annual license – this license authorizes the placement of the trailer upon a property for a complete calendar year or any portion thereof, and its occupancy between May 1st and November 30th in the calendar year;.
- 4.4 Licenses shall be displayed in or upon the trailer in a place that can be seen easily from the outside of the trailer.
- 4.5 All Annual Licenses expire on December 31st and all Short-Term Licenses expire on the date specified in the license.
- 4.6 No person shall hinder or obstruct the Chief Building Official, Fire Official or By-law Enforcement Officer who are attempting to perform the initial trailer license inspection or the annual trailer license inspection of both the interior and the exterior of a licensed trailer.

SECTION 5 – ADMINISTRATION AND ENFORCEMENT

- 5.1 The administration and enforcement of this By-law is delegated to the Clerk, Treasurer, the Chief Building Official and the By-law Officer, or designate for the Town of Kearney. The Clerk or designate shall have the authority to issue permits under this By-law; notwithstanding the foregoing, the Clerk, in his/her discretion, may refer applications to Council.
- 5.2 Any Person who contravenes any provision(s) of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- 5.3 Each day that a contravention of this By-law continues may constitute a separate offence.
- 5.4 Every person who provides false information in any application for a license under this By-law or in an application for a renewal of license is guilty of an offence.
- 5.5 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided, the court in which the conviction was entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 5.6 If the Town is satisfied that a contravention of this By-law has occurred, the By-law Officer may make an order requiring the person who contravened this By-law or who caused or permitted the contravention or the owner or occupier of the trailer to discontinue and or remove the contravening activity.
- 5.7 Any person who fails to comply with an order made under subsection 5.6 is guilty of an offence.

- 5.8 Every contravention of this By-law may be restrained by application at the instance of a taxpayer or of the Municipality in accordance with the provisions of the *Municipal Act*, 2001.
- 5.9 A Town employee, Staff person, agent or contractor hired by the Town, accompanied by any person under his or her direction, may enter onto any land that is used or believed to be used in contravention of this By-law for the purposes set out in subsection 436 (1) of the *Municipal Act*, 2001 and shall have all powers of inspection set out in subsection 436 (2) of the Act.
- 5.10 Any trailers used, maintained or located in contravention of this By-law shall be removed from the lot, at the expense of the owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the By-law Officer may result in the removal of said trailer by the Town, at the expense of the owner of the lot.

SECTION 6 – REPEAL, VALIDITY AND EFFECTIVE DATE

- 6.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.
- 6.2 The Clerk of the Town of Kearney is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 6.3 This By-law repeals By-law #2013-17 and any other by-laws that are in contravention of this by-law .
- 6.4 This By-law shall come into effect on the date of the third reading and it being passed.

Read in its entirety, approved, signed
and the seal of the Corporation affixed
thereto and finally passed in open
Council this ___ day of
_____ 2024.

MAYOR

CLERK

SCHEDULE A to BY-LAW # 2024-24

APPLICATION FOR TRAILER LICENCE

(Complete and attach all information prior to submitting)

(Information noted with an asterisk is optional subject to “Notes” set out below)

1. Applicant Information

Name: _____

Mailing Address: _____

Phone Number: _____

*Email: _____

Note: If Applicant is not the registered owner of the property, the Applicant must have the owner’s consent to apply for such license.

Note: A Phone number may be a permanent “land line” or cellular number.

2. Property Information

Property Owner: _____

Civic Address: _____

*Roll Number: _____

*Proof of Ownership: Attach copy of parcel register or deed.

Note: If no civic address has been assigned for this property, one must be applied for prior to submitting this application.

Note: If a new entranceway or where substantial changes to an existing entranceway are required or proposed, an ‘Access Permit’ must be applied for and approved, prior to submitting this application.

Note: Either the MPAC Roll Number must be included or Proof of Ownership must be attached.

3. Trailer Information

Make & Model: _____

Serial Number or VIN: _____

Please attach four pictures of trailer if already located on the property (One of each side of trailer).

4. License Requested

Annual

5. Services Information

Will the trailer be connected to a sewage disposal system that exists on the property?

Yes

No

If yes, please provide the following:

Sewage System Building Permit or Certificate of Approval which indicates that connection of trailer to such system has been approved.

Will a grey water pit be utilized?

Yes

No

Will the site be serviced with an outhouse?

Yes

No

If the trailer is not connected to a holding tank or sewage disposal system, or is not serviced by a grey water pit or outhouse, please provide dumping receipts from an accredited dumping facility.

Will the trailer be directly connected to electrical services?

Yes

No

If yes, please provide the Electrical Safety Authority approval for connection. This requirement only applies if the trailer will have a direct connection to the electricity distribution system (i.e. not an extension cord plugged into an outlet.)

6. Required Submissions

Site Plan – a drawing showing the location or proposed location of the trailer in relation to the boundaries of the property and including all existing buildings, sewage systems, wells, and watercourses/waterbodies. Such drawing shall be scaled or, where the property is large, measurements shall be included indicating the distance of the trailer from property boundaries, existing buildings, wells and watercourses/waterbodies.

Proof of Property Ownership – as required under section 2

Pictures - as required under section 3 above.

Permits/Approvals referenced in section 5 above if applicable.

7. Applicable Fee (as per “Fee and Charges By-law”):

8. Methods of payment (Canadian funds only):

Debit card (Interac), cheque or cash only for in-person applications submitted by the cardholder. Prepaid debit cards are not accepted. If you are applying by mail, a cheque or money order (postal or bank) in the exact amount, payable to The Corporation of the Town of Kearney.

Applicant Signature and Date:

Property Owner Signature and Date:

If property owner and applicant are the same, please sign in both locations.

Town of Kearney
Part I Provincial Offences Act
By-law 2024-24: 'Trailer License' By-law

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1.	Permit person to locate trailer on property without a license	s. 3.1	\$300.00
2.	Fail to vacate trailer from the months of December 1 st to April 30 th	s. 3.2	\$300.00
3.	Permit more than one (1) trailer on property	s. 3.4	\$300.00
4.	Fail to display license conspicuously on trailer	s. 4.4	\$300.00
5.	Provide false information on license application	s. 5.4	\$300.00
6.	Fail to comply with an order	s. 5.7	\$300.00
7.	Obstruct person designated to enforce this By-law	s. 4.6, 5.9	\$300.00

NOTE: The penalty provision for the offence listed above is Section 61 of the Provincial Offences Act, R.S.O. 1990, c. P. 33.

Grant Name	Implications/Department	Funding	Due Date(s)	Links
House-enabling Core Services Stream	Bridges/Roads PW	50% up to \$20M	Oct. 18.24	https://www.ontario.ca/page/housing-enabling-core-servicing-stream
Community Emergency Preparedness Fund	Fire Dept. thru municipality for services & Supplies	\$5 - 50 K	Oct. 31	https://forms.mgcs.gov.on.ca/en/dataset/on00752
Investment Ready Sites	Sale of land, increase empty industrial lot value		No due date	https://www.ontario.ca/page/get-investment-ready-certified-site-designation-your-industrial-property
Skills Development Fund: Training Stream	Administration/All		Oct. 11	https://forms.mgcs.gov.on.ca/en/dataset/on00723
OTF Capital Grant	Improve community facilities and spaces.		Potential of Feb/25	https://otf.ca/our-grants/community-investments-grants/capital-grant
OTF Grow Grant	Take a successful project to a new level. Grow grants provide a higher level of funding over 2 or 3 years to help proven community projects increase their impact.	\$100-600K	Nov. 6/24	https://otf.ca/our-grants/community-investments-grants/grow-grant
OTF Seed Grant	Apply for funding to help your organization build resilience and capacity to deliver programs and services		Potential of June /25	https://otf.ca/our-grants/community-investments-grants/seed-grant
NOHFC Enhance Your Community Fund	Business retention and attraction strategies Projects identifying and implementing investment opportunities	50% up to \$2M	n/a	https://nohfc.ca/en/pages/programs/community-enhancement-program/enhance-your-community-stream
NOHFC Rural Enhancement Funding	Incremental improvements, repairs, and/or renovations to improve and extend the useful life of capital assets including; social and recreational facilities, municipal assets Implementation of community economic development projects, including non- capital costs, technical expertise, incremental project-related human resources	Up to 90% or \$200K		https://nohfc.ca/en/pages/programs/community-enhancement-program/rural-enhancement-funding-stream
NOHFC Community Events	The Community Events Stream supports organizations that host events that increase community profile and promote economic development in Northern Ontario.	30% of costs to max \$15K	16 weeks prior to event	https://nohfc.ca/en/pages/programs/cultural-supports-program/community-events-stream
Community Sport and Recreation Infrastructure Fund	Stream 1 Repair and Rehabilitation: deadline to apply is Tuesday, October 29, 2024, at 5:00 p.m. ET. St1 = repairs to buildings and facilities e.g. Lions Pavilion and playground	\$150K - \$1M or 50 - 70% of cost	Oct. 29, 2024	https://forms.mgcs.gov.on.ca/en/dataset/on00724
	Stream 2 New Builds/Signature New Builds: application intake is ongoing until all funding has been allocated. St2 = New facilities, buildings, pools, trails,	up to \$10M Could increase if determined to fit special criteria	Constant intake until funds gone	https://forms.mgcs.gov.on.ca/en/dataset/on00724

The logo features the text 'ROMA 2025 Rural Routes' in a bold, sans-serif font. 'ROMA' is in green with a small white triangle icon inside the 'O'. '2025' is in a lighter green. 'Rural Routes' is in a dark green. The text is set against a light blue background on the left, which transitions into a colorful geometric pattern of overlapping squares in shades of green, yellow, and brown on the right.

ROMA 2025 Rural Routes

ROMA 2025 Annual Conference

January 19 – 21, 2025

Sheraton Centre Hotel, Toronto

You can now register for the ROMA 2025 Annual conference. Join the ROMA Board of Directors as they celebrate rural Ontario. This year's event is themed ***Rural Routes***, and offers educational programming, expert panels, keynotes and so much more, all from a rural perspective and the day-to-day realities of local rural municipal leaders.

The ROMA Conference is also your opportunity to meet on local matters through delegation meetings and to hear from the Premier of Ontario and provincial party leaders on their priorities and vision for Ontario.

Program information is coming soon but make sure to register today for this in demand event.

Registration

Registration for ***Rural Routes*** is open now. Save on registration fees by registering as an Early Bird. The deadline to take advantage of these rates is **October 31, 2024**.

[Click here to register today.](#)

Accommodations

You can now also book your hotel rooms for the Conference. Here are a few important pieces of information to remember when booking your hotel:

1. Make sure you provide a credit card when you book your room, if a room reservation does not have a credit card associated with it, the room will be

released by the room rate deadline. In this case you will not be guaranteed a hotel room.

2. All of the conference contracted hotels have deadlines by which the preferred hotel rates are no longer offered. Familiarize yourself with these deadlines for cost savings.
3. If you receive a message that the “rooms are sold out” when booking, this most likely refers to the rooms available at the preferred conference rate. There may still be rooms available at the hotel, just at a higher cost.

[Click here for the information you need.](#)

Attention Sponsors and Exhibitors!

The ROMA Annual Conference is an opportunity to connect with close to 2,000 delegates, most of whom are elected municipal officials and decision makers. If you offer services or products that are a benefit to communities across the province, you will not want to miss this event.

The 2024 ROMA Annual Conference was a sold-out event for exhibitors. If you want to secure your engagement at this years event, you will want to do so now.

[Sponsors click here](#) [Exhibitors click here](#)

For more information, contact Victoria van Veen at: Vvanveen@amo.on.ca

CONTACT
events@roma.on.ca
T 416.971.9856



Town of Kearney

COUNCIL RESOLUTION # 2024 -

Date: October 17 2024

MOVED BY:

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

SECONDED BY:

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

WHEREAS the opening of the OGRA 2025 Conferences will be happening soon;

AND WHEREAS Staff would like direction on which members of Council would like to attend such conferences in the new year to ensure tickets and accommodations are secured in a timely manner;

THEREFORE BE IT RESOLVED THAT the following members of Staff

_____ and the following members of Council
 _____,
 _____,

attend the 2025 OGRA Conference

CARRIED _____

DEFEATED _____

Recorded Vote Requested by: _____

Recorded Vote:

For

Opposed

Beaucage, Keven

Pateman, Heather

Philip, Cheryl – Mayor

Rickward, Michael – Deputy Mayor

Sharer, Jill

DRAFT



Town of Kearney

COUNCIL RESOLUTION # 2024- _____

Date: October 17, 2024

MOVED BY:

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

SECONDED BY:

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney determines that, due to Staff and Council scheduling, the Council meeting scheduled for November 7, 2024 shall be changed to November 14, 2024.

CARRIED _____

DEFEATED _____

Recorded Vote Requested by: _____

Recorded Vote:

For

Opposed

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



Town of Kearney

COUNCIL RESOLUTION # 2024- _____

Date: October 17, 2024

MOVED BY:

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

SECONDED BY:

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

WHEREAS the Council of the Corporation of the Town of Kearney has determined their desire to host another Town Hall meeting;

AND WHEREAS this meeting will necessitate the availability of both space, Council and Staff;

AND WHEREAS Council wishes to provide an opportunity for the Public to give input on the agenda;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney determines that a Public Town Hall Meeting will be held on _____ with the agenda items determined by Public input.

CARRIED _____

DEFEATED _____

Recorded Vote Requested by: _____

Recorded Vote:

For

Opposed

Beaucage, Keven

Pateman, Heather

Philip, Cheryl – Mayor

Rickward, Michael – Deputy Mayor

Sharer, Jill

Report to Council

To: Mayor and Council, Town of Kearney

From: Kent Randall and Jessica Rae Reid (EcoVue Consulting Services Inc.)
Town Planning Consultants

Subject: Application for Consent (Severance)
B-040/24 & B-041/24 (Bennett)

File: 1046 Echo Ridge Road
Part of Lot 8, Concession 7, Town of Kearney (Bethune)
EcoVue Project No: 24-2095-19

Date: October 8, 2024

Recommendation

It is recommended that Council receive the report dated October 8, 2024 from EcoVue Consulting Services regarding applications B-040/24 and B-041/24 (Bennett).

It is also recommended that Council recommend approval of Consent to Sever Applications B-040/24 and B-041/24 to the Southeast Parry Sound District Planning Board, with the following conditions:

1. An application for Zoning By-law Amendment is required, that rezones the subject lands to recognize the existing and proposed future use of the proposed severed and retained lots, to the discretion of the Town of Kearney.
2. A Topographic Survey prepared by an Ontario Land Surveyor (O.L.S) be undertaken showing the elevations of the proposed lots to demonstrate the proposed Severed Lot #1 is located outside of the hazardous area and that the new lots have a sufficient development envelope outside of the hazardous area. Following the EIS, the wetland boundary shall also be delineated on the topographic survey, to the discretion of the Town of Kearney.

3. A Floodplain Analysis prepared by a qualified professional to assess the extent of the floodplain hazard on the subject property and proposed severed lots.
4. An Environmental Impact Statement (EIS) to evaluate for species at risk, and to evaluate and delineate the potential wetland feature on the subject property in order to demonstrate that the proposed severances are located outside of the wetland feature.
5. A Development Agreement with the Town of Kearney be entered into, requiring the implementation of any mitigation measures required by the Environmental Impact Statement (EIS), to the discretion of the Town of Kearney.
6. That prior to the finalization of consent, confirmation that the North Bay Mattawa Conservation Authority has no concerns or objections with regard to sewage disposal systems on the subject lands, shall be provided.
7. Confirmation in writing from the Town of Kearney that a 911 Address Numbers to the new lots created have been assigned.
8. A payment-in-lieu of a parkland dedication shall be paid in accordance with Section 51.1 of the Planning Act acceptable to the Town of Kearney in cash or certified cheque.
9. That all Municipal taxes to date shall be paid in full.
10. The applicant provides confirmation from the Town of Kearney Roads Foreman with respect to entrance approval.
11. That all Town fees and disbursements (legal, engineering, planning), if any incurred by the Town with respect to this application shall be paid for by the owner.
12. A draft reference plan of survey, prepared by an Ontario Land Surveyor (O.L.S.) be provided to the Town of Kearney for review prior to registration.

Subject Lands

The lands subject to this application are known municipally at 1046 Echo Ridge Road and is legally known as located in Part of Lot 8, Concession 7, in the Geographic Township of Bethune, now in the Town of Kearney.

The purpose the Consent applications is to create two (2) new rural lots from a property known as 1046 Echo Ridge Road, located at Part of Lot 8, Concession 7, in the former Township of Bethune, Town of Kearney, District of Parry Sound.

The property is designated Shoreline and Rural Lands according to Schedule 'A' and Floodplain Overlay Based on Aerial Interpretation according to Schedule 'C', in the Town of Kearney Official Plan. The lands are zoned Tourist Commercial (CT) and Hazard Lands (HZ) in the Town of Kearney Zoning By-law No. 2022-20.

The proposed severed and retained lots will be configured as follows:

	Severed Lot #1	Severed Lot #2	Retained Lands
Lot Area	15.5 hectares (38.3 acres)	1.6 hectares (3.95 acres)	14.7 hectares (36.3 acres)
Lot Frontage	~ 164 metres on Echo Ridge Road	~210 metres on Echo Ridge Road	331.3 metres on Echo Ridge Road
Lot Depth	~775 metres	~ 270 metres	~775 metres
Current Uses	Vacant	Vacant	Residential (one framed dwelling with accessory structures)
Proposed Uses	Residential	Residential	Residential
Road Access	Echo Ridge Road	Echo Ridge Road	Echo Ridge Road
Adjacent Land Uses	Residential/Rural/ Shoreline	Residential/Rural/ Shoreline	Residential/Rural/ Shoreline
Note: the above measurements are based on the Consent Application submitted to the Southeast Parry Sound District Planning Board			

The following is a review of Consent Applications B-040/24 and B-041/24 in the context of applicable land use planning policies and provisions.

Pre-Consultation with the Town of Kearney

The applicant submitted a Pre-Consultation application to the Town of Kearney in June of 2023. A subsequent Pre-Consultation Summary was provided to the applicant, dated July 31, 2023.

Within EcoVue's Pre-consultation Summary, it was concluded that the proposed severances are located on a year-round municipally maintained road and have sufficient lot areas and frontages, as required within the Town of Kearney Official Plan.

Notwithstanding, due to the proposed severed lands containing lands designated Floodplain Overlay based on Aerial Interpretation, as well as various ponds, intermittent streams, and portions of Unevaluated Wetlands, the Pre-Consultation Summary requested the following items "in support of the proposed Consent and Zoning By-law applications.:

1. *A Floodplain Analysis prepared by a qualified professional to assess the extent of the floodplain hazard on the subject property and proposed severed lots;*
2. *A Scoped Environmental Impact Statement (EIS) to evaluate for species at risk, and to evaluate and delineate the potential wetland feature on the subject property in order to demonstrate that the proposed severances are located outside of the wetland feature; and*
3. *A Topographic Survey prepared to delineate the floodplain to demonstrate the proposed new lots are located outside of the hazardous area and that the new lots have a sufficient development envelope outside of the hazardous area. Following the EIS, the wetland boundary should also be delineated on the topographic survey"*

As such, it was EcoVue's opinion that the severances could be supported, with the submission of a Scoped Environmental Impact Study (with Wetland Delineation) and a Topographic Survey (discussed later in this Report).

It was also noted in the 2023 Summary that a Hydrogeologic Assessment was requested in support of Severed Lot #1, due to the proposed lot size at the time of application (0.8 hectares). However, it should be noted that the proposed lot area has been revised, and now exceeds 1 hectare, removing the Official Plan's requirement for a Hydrogeological Assessment.

As of the writing of this report, the above requested items have not been provided, and justification for how the proposed severances meet applicable Provincial and Local policies has not been received by the Town's Planning Consultant. **As such, these requirements are being requested as a Condition of Final Consent Approval.**

Analysis

Provincial Planning Statement (2024)

The New Provincial Planning Statement is only in effect on October 20, 2026. However, as this Report is before the Planning Board on the 26th of October, the Planning Consultant has reviewed the policies of the New PPS

The subject lands are not located within a settlement area and are therefore subject to Section 2.5 (Rural Areas in Municipalities) and 2.6 (Rural Lands in Municipalities) of the PPS. Specifically, Section 2.6.1 outlines permitted uses on rural lands, which includes “[...]b) resource-based recreational uses (including recreational dwellings not intended as permanent residences); c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;[...]”.

The proposed consent applications will create two (2) new lots which are similar in size and proposed use to other rural residential lots along Echo Ridge Road. Furthermore, the size of the proposed retained and severed lots are appropriate and is in keeping with the character of the rural/residential area and within the greater Town of Kearney. The lots are proposed to be serviced via private individual well and septic, which there is ample lot area on the severed lands to locate a new private servicing system.

According to the available aerial imagery, the Severed Lot #1 and the retained lands contain unevaluated wetlands, various ponds, intermittent streams, and are designated Floodplain Overlay Based on Aerial Interpretation according to Schedule ‘C’ of the Town of Kearney Official Plan. Severed Lot #2 does not contain this features/designation.

Notwithstanding, all severed and retained lands are within 100 metres of the shoreline of both Little Clam Lake and Clam Lake.

A majority of the municipal frontage of Severed Lot #1 and potential access to the property along Echo Ridge Road is currently within unevaluated wetlands, pond features, and/or the Floodplain Overlay Based on Aerial Interpretation designation.

Policies relating to Natural Heritage features are contained in Section 4.1 of the PPS. As per Section 4.1.4: “[d]evelopment and site alteration shall not be permitted in: a) significant wetlands in



Figure 1 – Screenshot from Make A Natural Heritage Map, provided by the Province of Ontario.

Ecoregions 5E, 6E and 7E [...]”. Furthermore, 2.1.6 states that “[d]evelopment and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.”

Lastly, Section 2.1.8 states that “[d]evelopment and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions”.

Discussed previously in this Report, it was requested that the applicant submit an Environmental Impact Study (EIS) which would examine the potential for fish habitat within the wetlands, ponds, and intermittent streams on the property, and delineate any wetland features within the proposed severed lands, in order to demonstrate with Section 4.1 of the PPS. The EIS would also provide mitigation measures for future development of the severed lands, to ensure there is no impact on any observed natural heritage or hydrologic features, as required by the PPS.

At the time of writing this Report to Council, an EIS has not been submitted. As such, the Planning Consultant cannot confirm consistency with Section 4.1 of the PPS. Development or site alteration

should not be permitted on the property until the applicant can show the proposal's compliance with Section 4.1 of the PPS.

Speaking to Natural Hazard policies contained in Chapter 5 of the PPS, Severed Lot #1 and the retained lands have the potential to contain natural hazards such as steep slopes, etc. This is identified through the Floodplain Overlay Based on Aerial Interpretation designation present over the subject lands, as shown in Schedule 'C' of the Town of Kearney Official Plan.

Applicable policies from Chapter 5 of the PPS are as follows:

5.1.1 Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

[...]

5.2.2 Development shall generally be directed to areas outside of:

a) [...]

b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and

c) hazardous sites.

5.2.3 Development and site alteration shall not be permitted within:

a) [...]

b) [...]

c) areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard; and [...]"

It is the opinion of the author that, although there is a potential for Severed Lot #1 to contain floodplain lands, the proposed lot areas are large enough that a future residential dwelling on private servicing could be accommodated. Notwithstanding, this would need to be confirmed by a surveyor

to ensure there is sufficient access and lot area available. As such, a Topographic Survey prepared by an Ontario Land Surveyor (O.L.S) is being requested for Severed Lot #1 to ensure that there is sufficient buildable area outside of any present floodplain on the subject lands.

Assuming the requested EIS and Topographic Survey confirm no impact to natural heritage or hydrologic features, the proposal conforms to Sections 2 (Wise Use and Management of Resources) and 3 (Protecting Public Health and Safety) of the PPS.

It is therefore our opinion that, the proposed severances are locally appropriate and are consistent with the PPS.

Town of Kearney Official Plan (2016)

As noted, the subject property (and each of the proposed severed/retained lands) is currently designated Shoreline and Rural Lands, according to Schedule 'A' to the Town of Kearney Official Plan (TKOP). Severed Lot #1 and the retained lands are also designated Floodplain Overlay Based on Aerial Interpretation according to Schedule 'C' to the TKOP.

Policies speaking to the Shoreline designation are contained in Section 3.0 of the TKOP. Within this designation, Section 3.3.2a. states that limited low density residential uses are permitted, subject to the Lot Requirement and Shoreline Residential policies contained in Section 3.3.1 and 3.3.2, respectively. Specifically, Section 3.3.1.1 states that "[a]ll lots will be of sufficient size and dimension and possess terrain suitable to appropriately accommodate the use proposed. Among other matters, this should include consideration of the following:

- a. *natural heritage features and areas;*
- b. *natural or human-made hazards;*
- c. *provision for water supply and sewage disposal;*
- d. *provision for appropriate access and a safe road entrance;*
- e. *provision of a sufficient area to accommodate buildings and structures without substantial alteration to the natural landscape; and*
- f. *whether or not the lake is at or near capacity.*

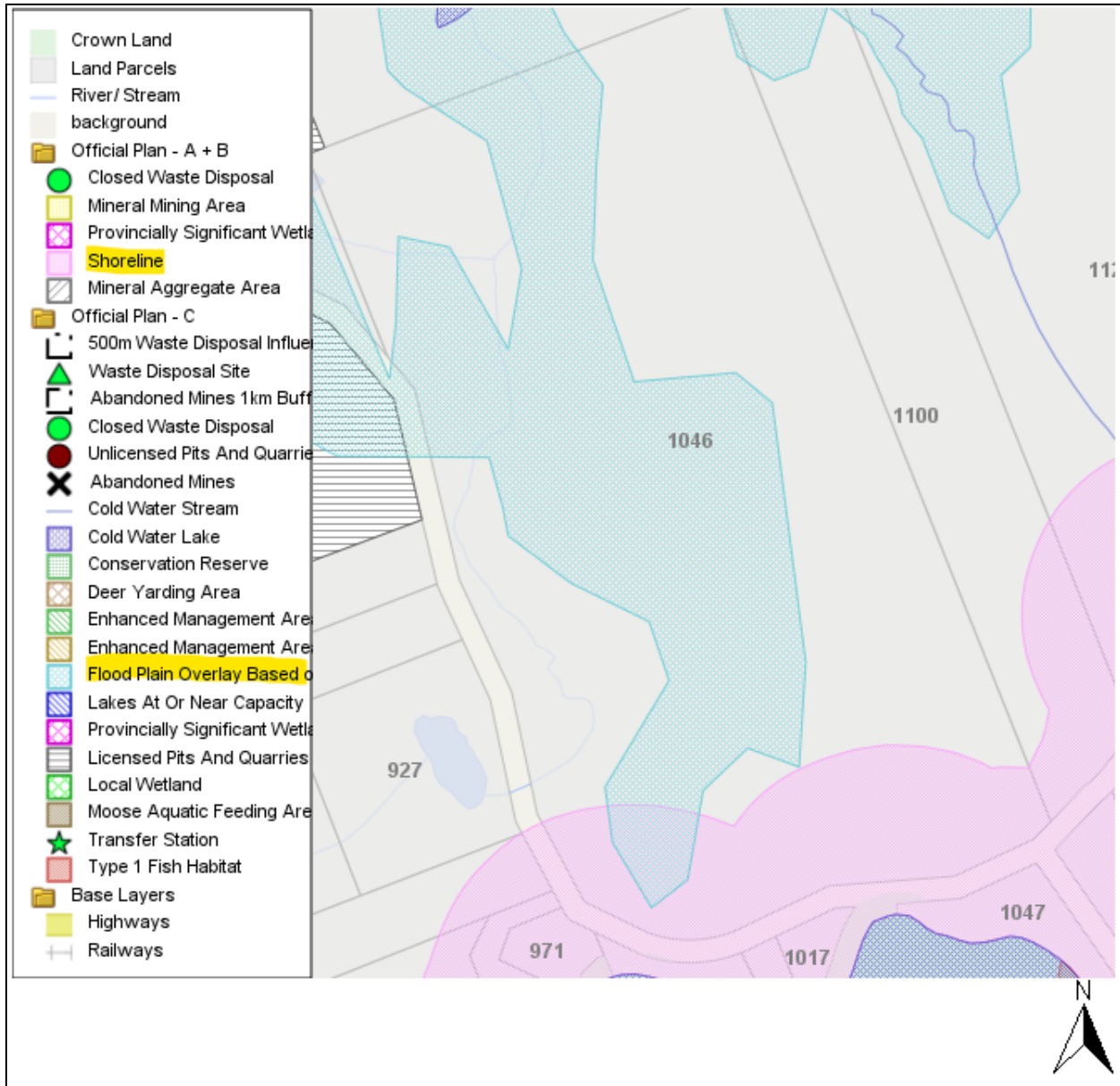


Figure 2 – Screenshot from the Town of Kearney GIS, showing Schedule 'A' and 'C' of the TKOP.

Section 3.3.1.2 further states that “[n]ew lots shall be no smaller than 1 hectare (2.47 acres) in area with 60 metres (197 feet) of water frontage, unless supported by a hydrogeological study”.

A discussion of the severed and retained lands compliance with the Shoreline designation is contained later in this Section.

Policies related to the Rural Lands designation are outlined in Section 4.0 of the TKOP. The proposed severed and retained lots will be used for residential purposes, which is a permitted use within the Rural Lands designation, in accordance with Section 4.2 (2) of the TKOP.

Section 4.2.1 of the Town of Kearney Official Plan outlines policies related to lot creation within the Rural Lands designation. Section 4.2.1.1 states that: *“all lots will be of sufficient size and dimension, and possess terrain suitable to accommodate the use proposed”*. In addition, the following matters should be considered when evaluating severances in the Rural Lands area:

- Protection of natural heritage features and areas or development constraints;
- Provision of water supply and sewage disposal;
- Provision of access and a safe road entrances; and
- Provision of a sufficient area of level land to accommodate buildings and structures without substantial alteration of the natural landscapes.

Further Section 4.2.2.4 states that: *“the minimum requirements for a new rural residential lot and the retained lot will be 1 hectare (2.47 acres) in lot area with 60 metres (197 feet) of road frontage” and that “in no event shall a new rural residential lot have a lot area of less than 0.8 hectares (2 acres)”*.

Severed Lot #1 and #2 will each meet the required lot area and municipal frontage of their respective designations (15.5 and 1.6 hectares, where 1.0 hectares required).

Based on the above, it is the opinion of the Planning Consultant that Severed Lot #2, which proposes a new lot for low-density residential uses, is suitable within the Shoreline and Rural Lands designations.

However, until such a time that technical information has been provided related to the potential unevaluated wetlands, various ponds, intermittent streams, and floodplain that exist within the severed lands, the Planning Consultant is unable to confirm the Severed Lot #1's conformity with Sections 3.3.1, 4.2.1, and 4.2.2 of the TKOP.

Referring to the Pre-consultation Summary discussed earlier in this Report, at the time of the Summary being prepared, it was requested that an EIS and Topographic Survey be completed in support of the proposed severances. This was due to the present features within the proposed severed lands, as per Provincial mapping and the Town of Kearney Official Plan Schedules.

Assuming these items are prepared and show that a sufficient building envelope exists without impacting any present natural heritage or hydrologic features, Severed Lot #1 would also conform with the policies of the TKOP.

It should be noted that the retained lands will continue to exceed the requirements of the Shoreline and Rural Lands designation, with a remaining lot area of 14.7 hectares with approximately 775 metres of frontage on Echo Ridge Road. Furthermore, the retained lands already contain an existing dwelling on private services. As such, no additional development is being proposed on these lands.

Sections 3.3.4 and 4.2.8 outline the requirements for road frontage and access. As the proposed severed and retained lots will front on to Echo Ridge Road, which is a year-round, municipally maintained road, the proposal conforms to Sections 3.3.4 and 4.2.8 of the TKOP.

As mentioned, according to Schedule 'C' of the TKOP, Severed Lot #1 and the retained lands are located within lands designated Flood Plain Overlay Based on Aerial Interpretation. Policies related to this designation are contained in Section 7.2 (Protecting Public Health and Safety – Flooding Hazards), where it states that “[t]he elevation of the regulatory flood plain has been determined from information provided by the Ministry of Natural Resources (MNR), where available. [...] Other areas have been identified through aerial imagery interpretation and are identified on Schedule 'C' as “Flood plain overlay based on aerial image interpretation.”

This Section goes on to say that “[w]here engineered flood plain mapping has not been completed, proponents may be required to complete such mapping to the satisfaction of the appropriate agency prior to development. Such mapping will be completed at the proponent’s expense”.

As such, it is our opinion that the applicant should be required to undertake a Topographic Survey prior to development of Severed Lot #1, as a condition of final consent approval.

As such, it is the opinion of the Planning Consultant that:

- Severed Lot #1, assuming the completion of the stated technical works which prove no negative impact to heritage or hydrologic features, will comply with the policies of the Town of Kearney Official Plan; and
- Severed Lot #2 complies with the policies of the Town of Kearney Official Plan and can be supported at this time.

Town of Kearney Zoning By-law No. 2022-20

The property is currently zoned Tourist Commercial (CT) and Hazard Lands (HZ) in the Town of Kearney Zoning By-law No. 2022-20. Severed Lot #2 is entirely zoned CT.

Permitted uses within the CT Zone are contained in Section 4.7.2 of the Zoning By-law. Within this Section, residential uses in the form of a single detached dwelling only permitted as accessory uses. As such, the severed lands are required to be rezoned in order to permit the future residential use.

Furthermore, it is the opinion of the Planning Consultant that Section 3.3.3.2 of the Town of Kearney Official Plan, as it relates to new Tourist Commercial uses within the Shoreline designation, is clear that the proposed severed lands should be rezoned from the CT Zone, and that all new CT uses be rezoned according to their site-specific characteristics.

As noted, Severed Lot #1 contains lands zoned HZ. It is the opinion of the Planning Consultant that there is sufficient lot area outside of lands zoned HZ for future development. Notwithstanding, this will need to be confirmed following the Topographic Survey and/or EIS.

It is recommended that the lands be rezoned as a condition of final Consent approval.

Speaking to the retained lands, the proposed retained lot will meet all the CT Zone regulations, including minimum lot area (1.6 hectares) and frontage (60.0 metres). Therefore, the zoning of the retained lands can remain unchanged. Notwithstanding, it is recommended that the retained lands be rezoned to reflect the use occurring on the lands (i.e. residential; single detached dwelling).

Summary


Based on the foregoing, it is our opinion that Consent Applications B-041/24 (i.e. Severed Lot #2) is consistent with the Provincial Planning Statement (2024) and conforms to the Town of Kearney Official Plan. The application also complies with the Town of Kearney Zoning By-law 2022-20.

Additionally, it is our opinion that, assuming the requested technical works are undertaken which prove no impact to present natural heritage or hydrologic features, and mitigation measures are put forward speaking to proper future development of Severed Lot #1, Consent Applications B-040/24 (i.e. Severed Lot #1) is consistent with the Provincial Planning Statement (2024) and conforms to the Town of Kearney Official Plan. The application will also comply with the Town of Kearney Zoning By-law 2022-20.

Therefore, we respectfully recommend that Council endorse Consent Applications B-040/24 and B-041/24 and recommend approval to the Southeast Parry Sound District Planning Board, subject to the conditions provided as part of this report.

Respectfully Submitted,

ECOVUE CONSULTING SERVICES INC.



J. Kent Randall B.E.S. MCIP RPP
Town Planning Consultant

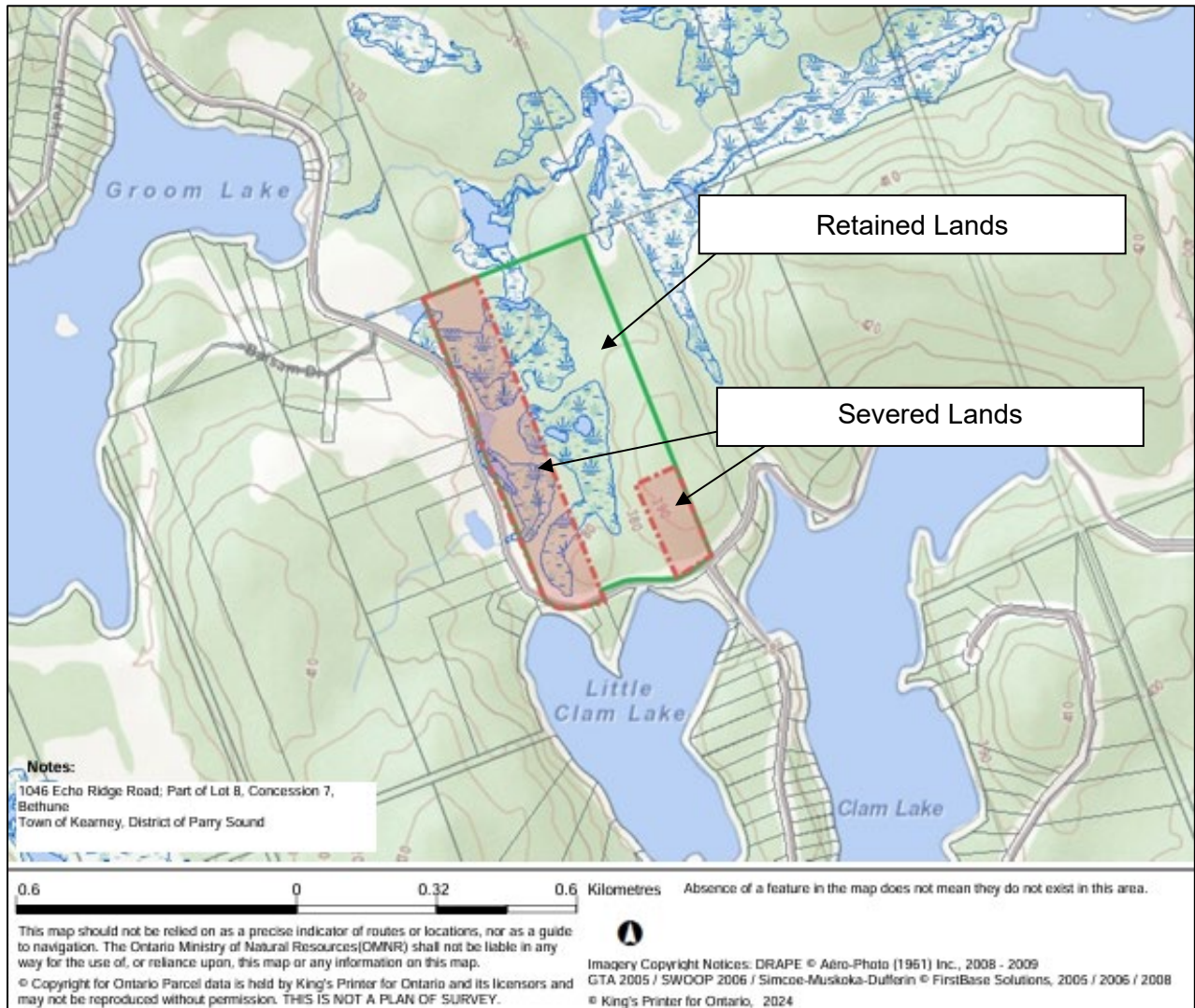




Jessica Rae Reid, B.A.
Town Planning Consultant

Lands Affected by the By-law

The lands affected by this By-law are shown in the key map below.



1046 Echo Ridge Road; Part of Lot 8, Concession 7, Bethune
Town of Kearney, District of Parry Sound



Staff Report

Staff Report No. SR-2024-67
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: Cindy Filmore, Deputy Clerk
Subject: TAB/Wallace Consent Applications

Recommendation:

The Council of the Town of Kearney receives SR 2024-67 regarding Consent Applications B-042/24 (Tab Corporation) & B-043/24 (Wallace);

And further that the Council of the Corporation of the Town of Kearney supports Consent Applications B-042/24 (Tab Corporation) & B-043/24 (Wallace) with the following conditions:

1. A draft reference plan of survey, prepared by an Ontario Land Surveyor (O.L.S.) be provided to the Town of Kearney for review prior to registration.
2. That all Municipal taxes to date shall be paid in full.
3. That all Town fees and disbursements (legal, engineering, planning), if any incurred by the Town with respect to this application shall be paid for by the owner.

Background:

The lands subject to these consent applications are known municipally as **49 Hillside Drive** (known legally as Part Lot 12, Concession 8, Part 1, 42R-12404, Part 22, PSR-1527 & Part 3, 42R-19300 within the Town of Kearney (Proudfoot)) and **56A Hillside Drive** (known legally as Part Lot 13, Concession 8, Parts 1 & 2, 42R-3273 & Part 2, 42R-19300 within the Town of Kearney (Proudfoot))

The purpose of these consents is to sever a portion from each parcel to add to the adjoining parcel. This consent was first brought to Council in 2010, and at that time a ZBLA was passed addressing the reduced frontage of the property known as 49 Hillside Drive as well as the frontage on Loon Lake and the reduced setbacks for the existing dwelling and deck. The property known as 49 Hillside Drive is recognized as RWF-19. While the ZBLA was finalized, the consent was not completed by the applicants and has lapsed, resulting in the re-application at this time. For this reason, a ZBLA to recognize the frontages and setbacks is not necessary to complete the consents.

Consent application B-042/24 is a proposal to sever and add a parcel of land to the abutting property (Parts 1 & 2, 42R-3273). The parcel to be severed (Severed 1) has an approximate frontage of 9.747 m. (32 ft.) on Hillside Drive, an approximate area of 156.8 m² (.0387 ac.) and is currently vacant. The parcel to be retained (Retained 1) will have an approximate frontage of 29.962 m. (98.3 ft.) on Hillside Drive and 31.1 m. (102.03 ft.) on Loon Lake, an approximate area of .257 ha. (.635 ac.) and has a cottage and garages located on it. The size of the retained parcel will be increased by the lands to be added through application B-043/24.

Consent application B-043/24 is a proposal to sever and add a parcel of land to the abutting property (Part 1, 42R-12404 & Part 22, PSR-1527). The parcel to be severed (Severed 2) has an approximate frontage of 10.8 m. (35.43 ft.) on Loon Lake, an approximate area of 190.7 m² (.047 ac.) and has a sunroom and other accessory structures located on it. The parcel to be retained (Retained 2) will have an approximate frontage of 21.2 m. (69.55 ft.) on Hillside Drive and 192.8 m. (632.55 ft.) on Loon Lake, an approximate area of .78 ha. (1.927 ac.) and has a cottage and garage located on it. The retained parcel will be increased in size by the lands to be added through application B-042/24.

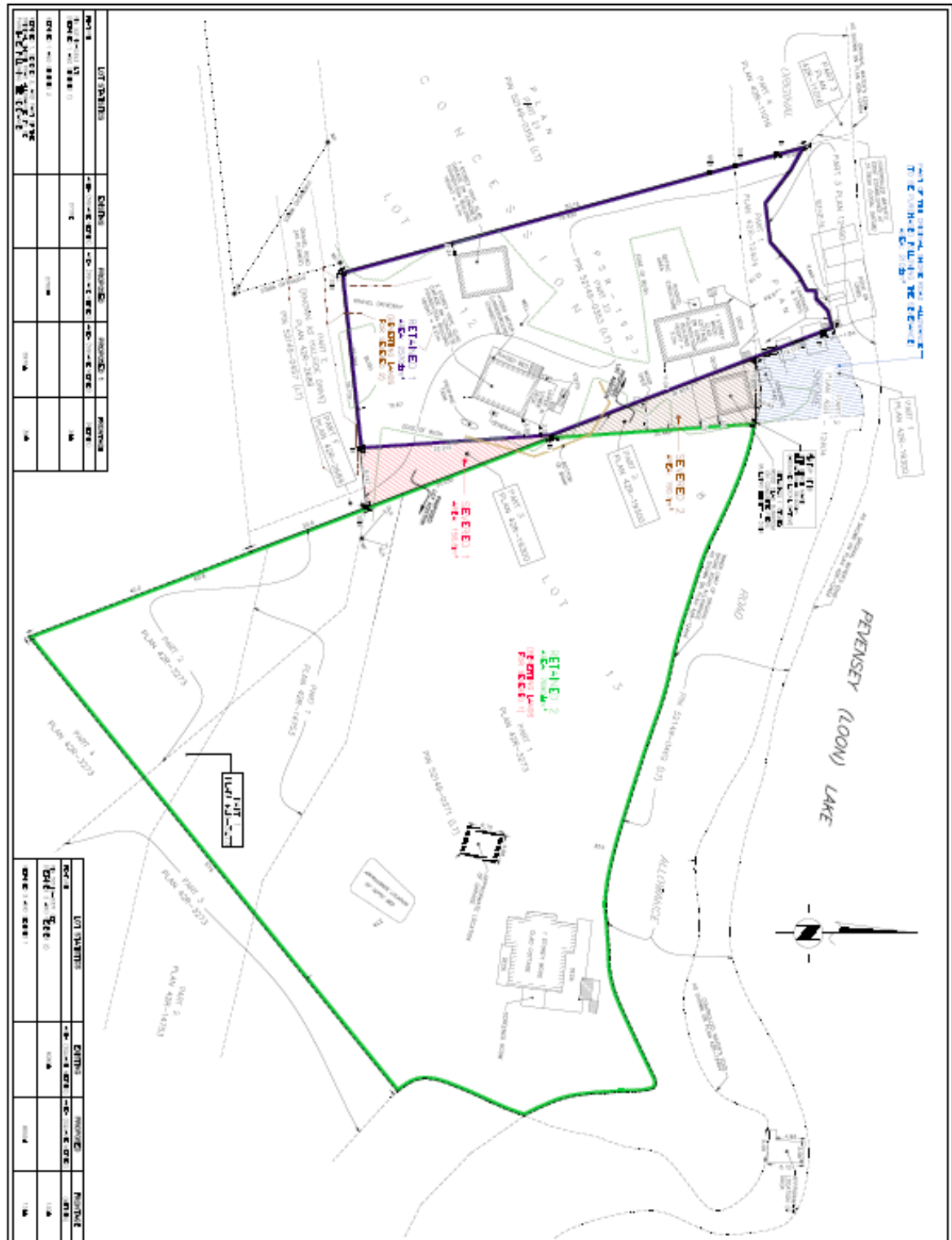
Attachments:

Consent Sketch

Notice of Complete Application B-042-24 and B-043/24

By-law 2011-37 (ZBLA)

Prepared by: Cindy Filmore,



SKETCH FOR CONSENT PURPOSES
 1:1000 (DATE: 11/20/2011)

E-E-E-1: WILDSAN-EN-1-1111

E-E-E-2: WILDSAN-EN-1-1111

UTILITY

- 1. 110KV TRANSMISSION LINE
- 2. 33KV TRANSMISSION LINE
- 3. 15KV TRANSMISSION LINE
- 4. 4KV TRANSMISSION LINE
- 5. 2KV TRANSMISSION LINE
- 6. 1KV TRANSMISSION LINE
- 7. 0.4KV TRANSMISSION LINE
- 8. 0.2KV TRANSMISSION LINE
- 9. 0.1KV TRANSMISSION LINE
- 10. 0.05KV TRANSMISSION LINE
- 11. 0.02KV TRANSMISSION LINE
- 12. 0.01KV TRANSMISSION LINE
- 13. 0.005KV TRANSMISSION LINE
- 14. 0.002KV TRANSMISSION LINE
- 15. 0.001KV TRANSMISSION LINE
- 16. 0.0005KV TRANSMISSION LINE
- 17. 0.0002KV TRANSMISSION LINE
- 18. 0.0001KV TRANSMISSION LINE
- 19. 0.00005KV TRANSMISSION LINE
- 20. 0.00002KV TRANSMISSION LINE
- 21. 0.00001KV TRANSMISSION LINE
- 22. 0.000005KV TRANSMISSION LINE
- 23. 0.000002KV TRANSMISSION LINE
- 24. 0.000001KV TRANSMISSION LINE

PLAN

1. 110KV TRANSMISSION LINE

2. 33KV TRANSMISSION LINE

3. 15KV TRANSMISSION LINE

4. 4KV TRANSMISSION LINE

5. 2KV TRANSMISSION LINE

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7. 0.4KV TRANSMISSION LINE

8. 0.2KV TRANSMISSION LINE

9. 0.1KV TRANSMISSION LINE

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15. 0.001KV TRANSMISSION LINE

16. 0.0005KV TRANSMISSION LINE

17. 0.0002KV TRANSMISSION LINE

18. 0.0001KV TRANSMISSION LINE

19. 0.00005KV TRANSMISSION LINE

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21. 0.00001KV TRANSMISSION LINE

22. 0.000005KV TRANSMISSION LINE

23. 0.000002KV TRANSMISSION LINE

24. 0.000001KV TRANSMISSION LINE

NOTES:

1. THIS SKETCH IS FOR CONSENT PURPOSES ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE.

2. THE SKETCH IS SUBJECT TO THE APPROVAL OF THE RELEVANT AUTHORITIES.

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24. THE SKETCH IS SUBJECT TO THE APPROVAL OF THE RELEVANT AUTHORITIES.

LOT NUMBER	OWNER	STATUS	REMARKS
LOT 1	WILDSAN-EN-1-1111	OWNED	
LOT 2	WILDSAN-EN-1-1111	OWNED	
LOT 3	WILDSAN-EN-1-1111	OWNED	
LOT 4	WILDSAN-EN-1-1111	OWNED	
LOT 5	WILDSAN-EN-1-1111	OWNED	
LOT 6	WILDSAN-EN-1-1111	OWNED	
LOT 7	WILDSAN-EN-1-1111	OWNED	
LOT 8	WILDSAN-EN-1-1111	OWNED	
LOT 9	WILDSAN-EN-1-1111	OWNED	
LOT 10	WILDSAN-EN-1-1111	OWNED	
LOT 11	WILDSAN-EN-1-1111	OWNED	
LOT 12	WILDSAN-EN-1-1111	OWNED	
LOT 13	WILDSAN-EN-1-1111	OWNED	
LOT 14	WILDSAN-EN-1-1111	OWNED	
LOT 15	WILDSAN-EN-1-1111	OWNED	
LOT 16	WILDSAN-EN-1-1111	OWNED	
LOT 17	WILDSAN-EN-1-1111	OWNED	
LOT 18	WILDSAN-EN-1-1111	OWNED	
LOT 19	WILDSAN-EN-1-1111	OWNED	
LOT 20	WILDSAN-EN-1-1111	OWNED	
LOT 21	WILDSAN-EN-1-1111	OWNED	
LOT 22	WILDSAN-EN-1-1111	OWNED	
LOT 23	WILDSAN-EN-1-1111	OWNED	
LOT 24	WILDSAN-EN-1-1111	OWNED	

PIWILLIAMS
 SURVEYING & CONSULTING
 1111 WILSON AVENUE
 SUITE 100
 WILSON, ONTARIO L0R 2K0
 TEL: (705) 271-1111
 FAX: (705) 271-1112
 WWW.PIWILLIAMS.COM

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

TAKE NOTICE that the Southeast Parry Sound District Planning Board will be considering an application for consent under Section 53 of the Planning Act (**File No. B-043/24**).

THE PURPOSE AND EFFECT of the proposed consents is to provide for one lot addition in an exchange of land between abutting properties. (**See also B-042/24**)

THE SUBJECT LANDS ARE LOCATED in Part Lot 13, Concession 8, Parts 1 & 2, 42R-3273 & Part 2, 42R-19300 within the Town of Kearney (Proudfoot), as shown on the attached map(s).

Consent application B-043/24 is a proposal to sever and add a parcel of land to the abutting property (Part 1, 42R-12404 & Part 22, PSR-1527). The parcel to be severed (Severed 2) has an approximate frontage of 10.8 m. (35.43 ft.) on Loon Lake, an approximate area of 190.7 m² (.047 ac.) and has a sunroom and other accessory structures located on it. The parcel to be retained (Retained 2) will have an approximate frontage of 21.2 m. (69.55 ft.) on Hillside Drive and 192.8 m. (632.55 ft.) on Loon Lake, an approximate area of .78 ha. (1.927 ac.) and has a cottage and garage located on it. The retained parcel will be increased in size by the lands to be added through application B-042/24.

If a person or public body has the ability to appeal the decision of Southeast Parry Sound District Planning Board in respect of the proposed consent to the Ontario Land Tribunal but does not make written submissions to Southeast Parry Sound District Planning Board before it gives or refuses to give a provisional consent, the Tribunal may dismiss the appeal.

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

ADDITIONAL INFORMATION AND MATERIAL on this application is available to the public for inspection at the Planning Board office. Please quote **FILE NO. B-043/24**.

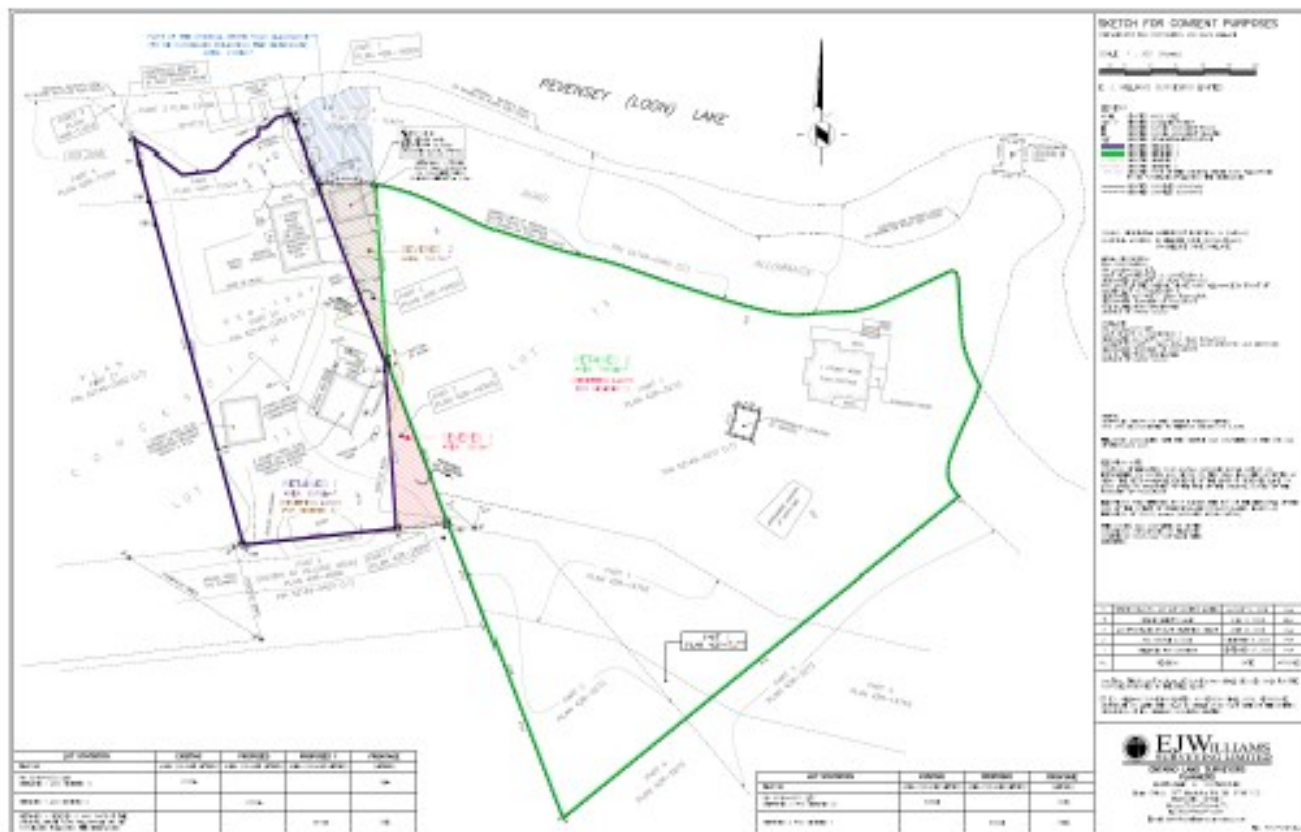
DATED AT THE Southeast Parry Sound District Planning Board OFFICE THIS 11TH DAY OF SEPTEMBER, 2024.

For more information about this matter, contact:

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

Telephone: (705) 787-5070

Email: lmoyer@sepsdplanningboard.ca



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DATED AT THE Southeast Parry Sound District Planning Board OFFICE THIS 11TH DAY OF SEPTEMBER, 2024.

For more information about this matter, contact:

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

Telephone: (705) 787-5070

Email: lmoyer@sepsdplanningboard.ca

THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW NO. 2011-37

"Being a By-law to amend Zoning By-law No. 2002-28," as amended (EVANS/WALLACE)

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

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

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

1. Schedule "C" to By-law No. 2002-28, as amended, is hereby further amended by rezoning Part of Lots 12 & 13, Concession 8, (Part 22, PSR-1527, Part 1, 42R-12404, and Part 2, 42R-19300, save and except Part 3, 42R-19300) in the Geographic Township of Proudfoot, now in the Town of Kearney from the Residential Waterfront (RWF) Zone to the Residential Waterfront Exception Nineteen (RWF-19) Zone, as shown on Schedule "A". Schedule "A" is attached hereto and forms part of this By-law.
2. And further, Section 4.2.3, Exceptions, is hereby amended by adding Section 4.2.3.19 Residential Waterfront Exception Nineteen (RWF-19) Zone. Section 4.2.3.19 shall read as follows:

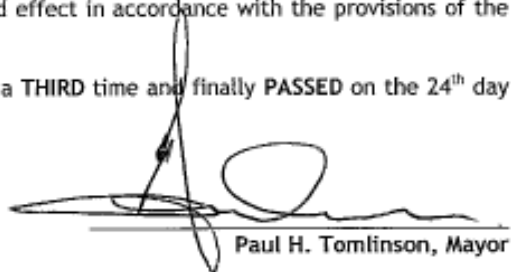
Notwithstanding the provisions of Section 4.2.2 of this By-law to the contrary, on lands within the Residential Waterfront Exception Nineteen (RWF-19) Zone:

1. The Minimum Required Lot Area shall be 0.261 hectares.
2. The Minimum Required Lot Frontage shall be 30.9 metres on Loon Lake.
3. The Minimum Required Lot Frontage shall be 29.9 metres on Hillside Drive.
4. The Minimum Required Front Yard Setback from the lake for the existing dwelling shall be 11.86 metres.
5. The Minimum Required Front Yard Setback from the lake for the existing deck shall be 9.78 metres.

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

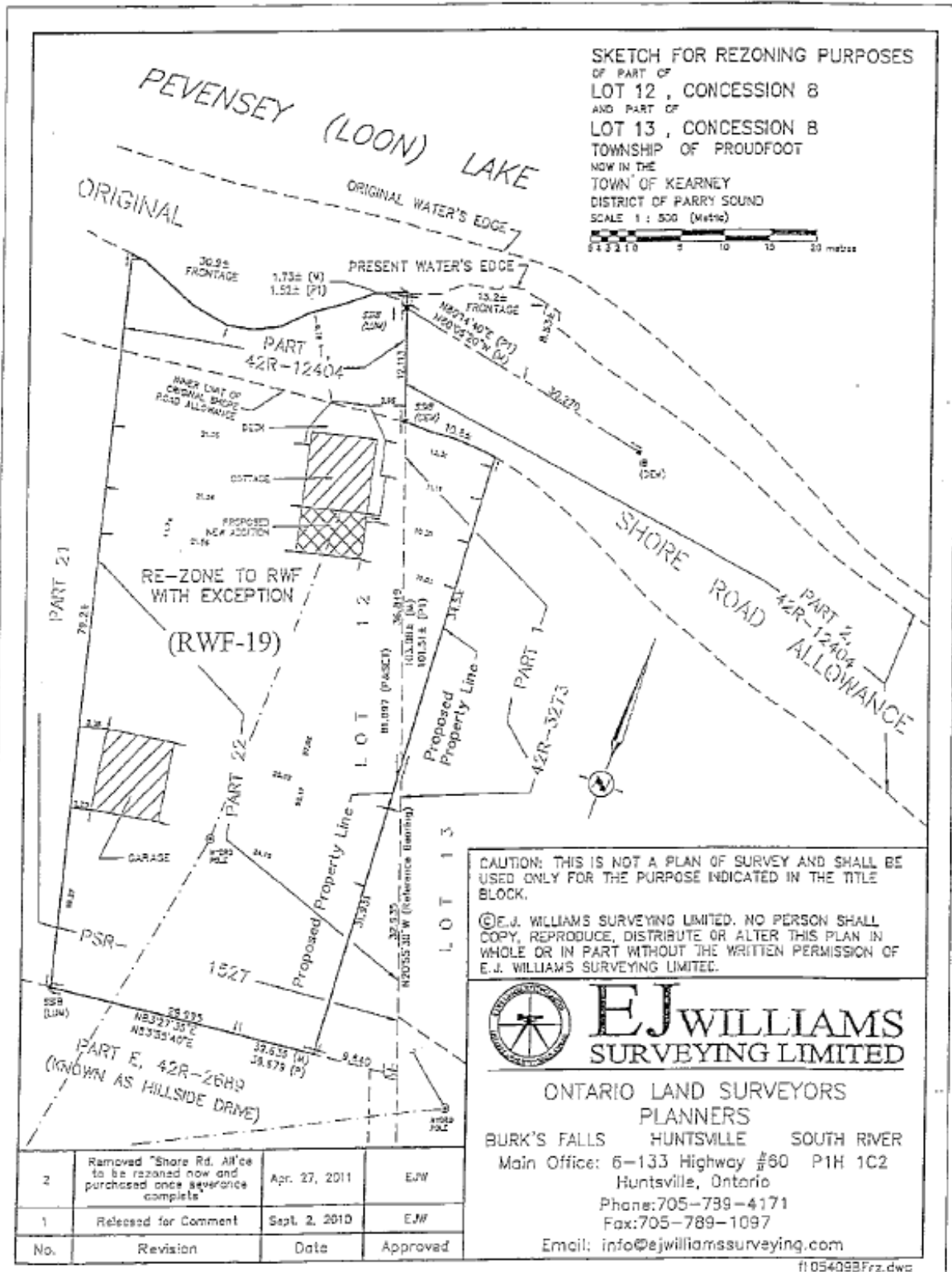
This by-law shall come into force and effect in accordance with the provisions of the Planning Act, R.S.O 1990, c.P.13.

BY-LAW read a FIRST, SECOND, and a THIRD time and finally PASSED on the 24th day of June, 2011.


Paul H. Tomlinson, Mayor


Yvonne Aubichon, Clerk Administrator

SCHEDULE 'A'
By-Law No. 2011- 37



Report to Council

To: Mayor and Council, Town of Kearney

From: Kent Randall and Jessica Rae Reid (EcoVue Consulting Services Inc.)
Town Planning Consultants

Subject: Application for Consent (Right of Way)
B-038/24 (Johnson)

File: 463-C and 463-D North Shore Road
Part of Lot 11 and 12, Concession 3, Town of Kearney (Proudfoot)
EcoVue Project No: 24-2095-21

Date: October 8, 2024

Recommendation

It is recommended that Council receive the report dated October 8, 2024 from EcoVue Consulting Services regarding application B-038/24 (Johnson).

It is also recommended that Council recommend approval of Consent to Sever (Right of Way) Application B-038/24 to the Southeast Parry Sound District Planning Board, with the following conditions:

1. A draft reference plan of survey, prepared by an Ontario Land Surveyor (O.L.S.) be provided to the Town of Kearney for review prior to registration.
2. That all Municipal taxes to date shall be paid in full.
3. That all Town fees and disbursements (legal, engineering, planning), if any incurred by the Town with respect to this application shall be paid for by the owner.

Subject Lands

The lands subject to this application are known municipally as 463-C and 463-D North Shore Road and are legally known as located in Part of Lots 11 and 12, Concession 3, in the Geographic Township of Proudfoot, now in the Town of Kearney.

The purpose this Consent application is to create a Right of Way to access 463-C North Shore Road. Currently 463-D North Shore Road is accessed via private Right of Way from North Shore Road, providing seasonal road access to the site. The applicants are proposing to extend the Right of Way to provide seasonal road access to 463-C North Shore Road; the Right of Way will service both 463-C and 463-D North Shore Road.

The subject lands (Severed, Retained, and Benefitting) are designated Shoreline according to Schedule 'A' and Sand Lake is considered a Cold Water Lake according to Schedule 'C', in the Town of Kearney Official Plan. The lands are zoned Residential Waterfront (RWF) in the Town of Kearney Zoning By-law No. 2022-20.

The proposed severed, benefitting, and retained lots will be configured as follows:

	Severed Lands	Benefitting Lands	Retained Lands
Lot Area	0.103 hectares (0.25 acres)	~1.5 hectares (3.84 acres)	1.417 hectares (3.5 acres)
Lot Frontage	0 metres	~140 metres on Sand Lake	~120 metres on Sand Lake
Lot Depth	Varies; ~ 60 metres	Varies; ~ 120 metres	Varies; > 65 metres
Current Uses	Vacant	Shoreline Residential (one framed dwelling with accessory structures)	Shoreline Residential (one framed dwelling with accessory structures)
Proposed Uses	Access	Residential/Shoreline	Residential/Shoreline
Road Access	Right of Way; North Shore Road	Right of Way; North Shore Road	Right of Way; North Shore Road
Adjacent Land Uses	Residential/Rural/ Shoreline	Residential/Rural/ Shoreline	Residential/Rural/ Shoreline

Note: the above measurements are based on the Consent Application submitted to the Southeast Parry Sound District Planning Board

The following is a review of Consent Application B-038/24 in the context of applicable land use planning policies and provisions.

Pre-Consultation with the Town of Kearney

The applicant submitted a Pre-Consultation application to the Town of Kearney in July of 2024.

The Town's Planning Consultant, EcoVue Consulting Services Inc., reviewed the Pre-Consultation application at the time of submission in July 2024.

Upon completion of the Pre-consultation review, it was concluded that the future Application for Consent (Right of Way) complied with all applicable Provincial and Local Planning policies and provisions. As such, although a formal Pre-consultation Summary was not provided, written confirmation of EcoVue's support for the application was provided to the Town via email.

As the application to create the Right of Way remains unchanged, EcoVue's position on the application is the same, as described throughout the rest of this Report.

Analysis

Provincial Planning Statement (2024)

The New Provincial Planning Statement is only in effect on October 20, 2026. However, as this Report is before the Planning Board on the 26th of October, the Planning Consultant has reviewed the policies of the New PPS

The subject lands are not located within a settlement area and are therefore subject to Section 2.5 (Rural Areas in Municipalities) and 2.6 (Rural Lands in Municipalities) of the PPS. Specifically, Section 2.6.1 outlines permitted uses on rural lands, which includes "[...]b) resource-based recreational uses (including recreational dwellings not intended as permanent residences); c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;[...]".

Furthermore, Section 2.6.2 states that "[d]evelopment that can be sustained by rural service levels should be promoted".

The PPS defines “Development” as *“the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act, [...]”*. Furthermore, “Site Alteration” is defined as *“activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.”*

It is our opinion that the proposed Application for Consent to create a Right of Way to an existing shoreline residential parcel, does not constitute “Development” or “Site Alteration” under the policies of the PPS. The application is being submitted to create road access to an existing lot; no development will be permitted as a result of this application. As such, it is the opinion of the Planning Consultant that the proposed applications to provide access (and additional lot area) to the benefitting lands, which contain an existing residential use, is in keeping with the Province’s goals for the Rural Areas (2.5) and Rural Lands (2.6) within Municipalities.

According to the available aerial imagery, the subject lands do not contain wetlands (provincially/locally significant or unevaluated) or any other heritage or hydrologic feature. Notwithstanding, the retained lands have frontage on Sand Lake. Discussed later in this Report, Sand Lake is designated as a Cold Water Lake according to Schedule ‘C’ of the Town of Kearney Official Plan.

As per Section 4.1.6 (Natural Heritage) of the PPS *“[d]evelopment and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements”*. Furthermore, Section 2.1.8 states that *“[d]evelopment and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions”*.

As stated above, it is the opinion of the author that the proposed Application for Consent (Right of Way) does not constitute development or site alteration, as defined in the PPS. The Application for Consent (Right of Way) is being submitted to create seasonal road access to the benefitting lands; no development or site alteration will be permitted as a result of this application.

As the proposed Right of Way poses no impact to the present natural heritage features, and there is no presence of natural hazard features, the proposal conforms to Chapters 4 (Wise Use and Management of Resources) and 5 (Protecting Public Health and Safety) of the PPS.

It is therefore our opinion that, the proposed Right of Way is locally appropriate and is consistent with the policies of the PPS.

Town of Kearney Official Plan (2016)

As noted, the subject property is currently designated Shoreline, according to Schedule 'A' to the Town of Kearney Official Plan (TKOP).

Policies speaking to the Shoreline designation are contained in Section 3.0 of the TKOP. Within this designation, Section 3.3.2a. states that limited low density residential uses are permitted. As such, the current uses occurring on the retained and benefiting lands are permitted.

Moving to access policies contained in Section 3.3.4, Section 3.3.4.2 states that *"a private road may be permitted in accordance with the "Private Road" policies of this Plan"*, which are located in Section 8.2.4 of the TKOP.

Within Section 8.2.4, it states the following policies:

- 1. There is no legal obligation on the part of the Town to maintain or repair private roads or otherwise provide services to any development located on a private road, nor is there any responsibility acknowledged for the provision of school bussing.*

The Town will not provide any maintenance or repair to the proposed Right of Way. As such, all responsibility will be borne by the property owner.

- 2. Where permitted, new private roads shall be developed under agreement with the Town and will be required to meet a minimum standard of construction and maintenance to ensure that access can be gained for emergency vehicles in accordance with the Ontario Building Code.*
- 3. The Town may, at its sole discretion, register notice on title or require that an owner enter into an agreement acknowledging that the Town will not be responsible for the repair or maintenance of private roads or the provision of services to any development located on a private road, and further, that the Town may not be able to provide emergency services to development located on a private road if users fail to maintain it to the Town's standards.*

Should the Town choose to enter into an agreement with the property owner relating the development of the Right of Way and specifically to Items #2 and #3 above, a Condition of Final Consent Approval should be included in Council's recommendation.

- 4. Where permitted, the design and construction of a private road will be undertaken by a professional engineer or other persons competent in road construction, as approved by the Town.*

Any works relating to the future construction of a Private Road is to be undertaken by a Professional Engineer.

- 5. In circumstances where a private road is not being maintained to an acceptable standard, the Town may make improvements to bring the road to an appropriate standard and assess any costs relating to the work to the relevant parties. This action shall not be interpreted as the Town assuming responsibility for the private road.*
- 6. Private roads may be permitted to cross unopened road allowances with the permission of the Town.*
- 7. The Town may develop guidelines for the construction of new private roads.*

Based on the above, it is our opinion that the proposed Application for Consent to create a Right of Way to the benefiting lands, meets the intent of the Town of Kearney Official Plan.

Town of Kearney Zoning By-law No. 2022-20

The property is currently zoned Residential Waterfront (RWF) in the Town of Kearney Zoning By-law No. 2022-20.

Permitted uses within the RWF Zone include residential uses in the form of a single detached dwelling. As such, the existing and future uses are permitted in the RWF Zone. The RWF Zone has a minimum lot area of 0.4 hectares and a minimum lot frontage of 60.0 metres; both retained and benefitting lands (following the lot addition) will continue to meet these minimum requirements.

Therefore, the zoning of the benefitting lands and retained lands will remain unchanged.

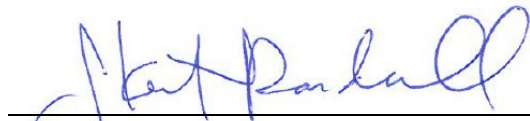
Summary

Based on the foregoing, it is our opinion that Consent Application B-038/24 is consistent with the Provincial Planning Statement (2024) and conforms to the Town of Kearney Official Plan (2016). The application also complies with the Town of Kearney Zoning By-law 2022-20.

Therefore, we respectfully recommend that Council endorse Consent Application B-038/24 and recommend approval to the Southeast Parry Sound District Planning Board, subject to the conditions provided as part of this report.

Respectfully Submitted,

ECOVUE CONSULTING SERVICES INC.



J. Kent Randall B.E.S. MCIP RPP
Town Planning Consultant



Jessica Rae Reid, B.A
Town Planning Consultant



Staff Report

Staff Report No. SR-2024-68
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: Nicole Gourlay, Clerk-Administrator; Cindy Filmore, Deputy Clerk
Subject: Strategic Plan, Official Plan and ZBL RFP

Recommendation:

That Council receives and accepts SR 2024-68;
AND FURTHER that Council awards the RFP to EcoVue Land Use Planning & Development

Background:

At the September 5, 2024 Regular Council meeting Staff was directed to post the approved RFP for Consulting Services for the Update and Development of a Corporate Strategic Plan, Official Plan and Zoning By-law. The submission deadline was October 4, 2024. Queries and questions were received from 3 potential applicants, however only 2 proposals were received. The proposals submitted were from EcoVue Land Use Planning and Development and Kewin Consulting.

Staff have reviewed the RFP documents and, based on the prescribed scoring of the RFP (as contained within the document) have the following comments:

Innovative approach to project, Methodology and process and collaborative nature, Understanding of project goals and objectives and how they will be performed

This criteria accounts for 30% of the scoring and Staff noted the following:

EcoVue: This proposal gave a full outline of the pieces we will need to complete as well as a good example of how they will be completed. A matrix was provided to showcase the different items that will need to be completed to be at certain stages within the process. This framework served to showcase the firms understanding of the goals and objectives, set out their methodology and showcase their desire to engage the public.

Kewin: The proposal gave limited information on the approach and how key performance indicators would be met or tracked to see how we are on target. Very vague information. While a sample Matrix was included, it appeared to be an indicator of a previous project and not indicative of what the steps of this project would be. Kewin appears to have a limited understanding of the assignment although they appear eager to work with both Council and Staff. Their desire to determine and outline "All the Bad News" is a fresh outlook and may work well to manage and mitigate risk events.

Knowledge of Corporation and the community as a whole

This criteria accounts for 5% of the scoring and Staff noted the following:

EcoVue: As the current planning consultant for the Town, this company has an general knowledge of our planning policies as well as an understanding of our Council's desired direction and the interests of the Public.

Kewin: This applicant appears to have a general knowledge of our geographical location and seems to have worked in the area with regard to indigenous issues and the Kearney Graphite Mine.

Expertise and demonstrated results from similar municipal corporate strategic plans, official plans and affected zoning by-law/similar projects (Client/Project References) – Consultant's Profile/Qualifications/Project Team –

This criteria accounts for 45% of the scoring and Staff noted the following:

EcoVue: Based on their table outlining references and listed relevant experience, it would appear that EcoVue has provided similar services on a number of occasions AND within our area (Burks Falls, Magnetwan most notably). With three Registered Professional Planners on staff, EcoVue appears to be well equipped to provide the necessary information for a complete OP and ZBL update, while the inclusion of a second consultant firm with experience and expertise in Strategic Planning this may provide an economical choice.

Kewin: It would appear that Kewin's experience with OPs is somewhat limited and their work on impacted zoning by-laws is limited as well. While a majority of their work has been with First Nations projects, it is unclear if they are aware of differences defining those projects and Municipal projects. With no Registered Planner on staff, it would appear that while their staff have a strong Public Relations background which may be useful however may need to rely in additional staff/charges to create the documents we require.

Conclusion:

Based on the RFPs submitted, Staff would offer that EcoVue appears to have the more sound proposal, with a better understanding of the project, more experience in similar projects and a greater connection with the municipality and the surrounding area. For this reason, Staff support choosing EcoVue Land Use Planning & Development when awarding this RFP.

Attachments:

RFP – EcoVue

RFP – Kewin

Please note – proprietary information has been redacted from these RFPs to provide for privacy and confidentiality concerns.

Prepared by: Nicole Gourlay, Clerk-Administrator and Cindy Filmore, Deputy Clerk

Response to
Request for Proposal:
Consulting Services for
the Update and
Development of a
Corporate Strategic Plan,
Official Plan and Zoning
By-law

The Corporation of the
Town of Kearney
October 4, 2024

**This Request for Proposal response has been prepared in support of
a Request for Proposal for Consulting Services for the Update and
Development of a Corporate Strategic Plan, Official Plan and Zoning
By-law affecting
The Corporation of the Town of Kearney**

EcoVue Project No: P24-2095-20



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1.0 Background

1.1 Project Understanding

The Town of Kearney is located along the western edge of Algonquin Provincial Park. With a population of approximately 974, the Town is located in the southern most portion of Northern Ontario. Kearney is comprised of a mixture of lakefront and rural properties and is governed by a five-person Council. It understood that the Town's population is anticipated to grow by 344% by the year 2043. In order to support this anticipated growth, the Town is looking to ensure that their land use planning policies are in place to address the current and future needs of the Town.

The Town seeking a firm to complete a Strategic Plan for the next term of Council, an Official Plan update and a Zoning By-law update.

As per the RFP the Town requires a qualified and professional consulting firm to assist in the development of a Corporate Strategic Plan that builds off the success of Council's direction from the 2019-2025 Strategic Plan through engagement with Council, municipal staff, other key stakeholders and the public. Additionally, the Town is looking for a firm to assist in the update and development of an Official Plan that recognizes the growth potential of the Town and provides adaptability for the changes growth and development will create; and provide for the updating of the implementing Zoning By-law.

As Planners of Record for the Town of Kearney, EcoVue Consulting Services is well-positioned to complete the requirements of the RFP. As noted below, EcoVue has extensive experience with Official Plan and Zoning By-law updates and reviews, including the previous update to the Town of Kearney Comprehensive Zoning By-law. Our planners are also quite familiar with the Town and its primary land use planning document, the Town of Kearney Official Plan.

Joining EcoVue on the project is Harrop Consulting, who will spearhead the Corporate Strategic Plan. Harrop is well-versed in municipal administration and special projects, including strategic planning.

The EcoVue and Harrop team look forward to the opportunity to assist the Town with carving out a path for growth.

1.2 EcoVue Consulting Services Inc.

Established in 2006, EcoVue Consulting Services Inc. (EcoVue) is a full-service land use planning firm providing professional planning expertise to the public and private sectors with a focus in small and mid-size municipalities. In addition to private consulting, our growing firm specializes in municipal land use planning and community development.

EcoVue employs seven (7) full-time planners and two (2) design technicians on staff. As Central Ontario's largest exclusive land use planning firm, EcoVue has the capacity to undertake large-scale municipal projects. EcoVue is involved with many such projects; from Official Plan (OP) and Zoning By-law (ZBL) updates and consolidations to Development Standards and Community Improvement Plans, our professional planners draw from our depth of knowledge and experience with municipal administration and operation. Our municipal clients come to trust us and continue to seek advice from us long after the specific project has been completed. This is advice we are happy to provide as we continue to build relationships with our colleagues in the municipal sector.

EcoVue approaches each project with the goal of optimizing the use of land, resources and public investment, while respecting the existing context and heritage features of a community. EcoVue is committed to the development of land use planning policies and implementing tools that favour neighbourhood and community improvement strategies, such as mixed use, affordable housing, and aging in place opportunities. Our approach also emphasizes sustainable economic development, particularly through support for local resource-based businesses, tourism-based service delivery, and the creative sector.

For clarification purposes, the main contact for the duration of the project will be:

Kent Randall, B.E.S. RPP, MCIP
Principal Planner
Email: krandall@ecovueconsulting.com
Phone: (705) 876-8340

1.2.1 MUNICIPAL PLANNING SERVICES

EcoVue planners have provided professional planning services to upper- and lower-tier municipalities as their Planner of Record for many years. EcoVue’s planners are well-versed in municipal procedure and have extensive experience interacting with municipal staff and Councils. EcoVue is currently the Planner of Record for the following Municipalities: Town of Kearney, the Village of Burk’s Falls, Township of Otonabee–South Monaghan, Township of Greater Madawaska, Municipality of Magnetawan, and Town of Deseronto.

EcoVue has also provided planning services and completed special projects for the County of Hastings, the Town of Bancroft, the Municipalities of Brighton and Clarington, and the Townships of Carlow Mayo, Cavan Monaghan, Faraday, Johnson, Minden Hills, Ramara, Selwyn, Trent Hills, Trent Lakes, and Whitewater Region. Our services to these municipalities have included the development of new Official Plans, Official Plan Consolidations and Updates, New Comprehensive Zoning By-laws and Zoning By-law Consolidations and Updates, Secondary Plans and Growth Plans, Community Improvement Plans, Development Standards, land use studies, Interim Control By-laws, and issue-specific planning advice. EcoVue is committed to planning with vision and integrity for our communities, our future, and the environment upon which we all depend.

We acknowledge that sometimes planning recommendations to Council may not be well-received by the public. Council is tasked with making decisions which are consistent with provincial policy and balancing the input of residents. As professionals, EcoVue’s planners are committed to providing planning advice which is in keeping with our Professional Code of Conduct and which represents good planning for the municipality. Having said that, EcoVue will strive to work closely with Council and staff to consistently promote the balance consideration of all opinions and to identify opportunities for compromise where possible.

1.3 Harrop Consulting

Harrop Consulting, formerly Harrop Group; is a strategic planning and marketing consulting firm based in Lakefield, Ontario, specializing in strategic planning, branding, marketing strategies, and campaign development and management. Harrop Consulting has provided strategic planning services to the City of Peterborough, Township of Asphodel–Norwood, Trent Lakes Municipality, Thrive Housing and Support, St. Giles Housing, Haliburton Highlands Chamber of Commerce, and Asphodel–Norwood Public Library.

Their strategic planning project experience includes:

- Stakeholder Engagement;
- Survey Development and Implementation;
- Facilitating Meetings and Workshops;
- Research, Identifying Best Practices and Trends;
- Council and Management Visioning Sessions;
- Goal Setting and Prioritizing;
- Strategy Development;
- Implementation Planning.

Harrop uses a systematic approach to project management, which helps ensure that the project is completed successfully. They clearly define the project scope, objectives, deliverables, and constraints to understand what needs to be accomplished comprehensively. They develop a detailed project plan that outlines tasks and timelines. Their resource allocation ensures the project will stay within the proper timeframe and avoid delays. Harrop Consulting maintains open and transparent communication channels with stakeholders and clients, and they encourage regular update meetings to communicate project progress, milestones, and any changes to the plan. They keep thorough documentation throughout the project, including project plans and reports. By following this structured and comprehensive approach, they deliver projects on time, within budget, with the desired outcomes, and with satisfied clients.

1.4 Project Team

Over the past eighteen years, EcoVue has built a team of professionals that is committed to delivering excellence in professional planning services to our clients. Working together in a collaborative environment, our professional team possesses the necessary education, skills and experience to serve our clients effectively.

Collectively, EcoVue draws upon the wealth of experience available from our senior planners and the vitality and innovation of our younger planners to ensure that we provide our clients with the level of service and time-sensitivity which is so important in today's environment. Teamwork plays a pivotal role in effective project management and decision-making. The EcoVue Team balances technical review by our Project Planners and Technologists with preparation of clear, concise, and well-developed planning reports by our Principal Planner. This balanced approach ensures that planning advice is technically sound and based on the proficiency that comes from many years of experience as practicing professional planners.

Our team of Planners provides a breadth of experience, from environmental planning to community development, and rural planning.

The EcoVue team offers the following to our municipal clients:

- Expertise in several planning areas including environmental planning, community consultation, urban and rural planning;
- Extensive experience working for and with municipal planning staff in both large and small municipalities; and
- Research and training experience related to current planning issues and trends.

Kent Randall, B.E.S. MCIP RPP, Principal Planner

Overall Project Manager – Senior Review

In his sixteenth year with EcoVue, Mr. Randall is responsible for a wide range of planning projects for both municipal and private clients. He is currently the Planner responsible for planning services for the Village of Burk’s Falls, Municipality of Magnetawan, Townships of Brock and Otonabee–South Monaghan, and the Town of Kearney. Mr. Randall has been involved with several municipally led projects including OP updates and reviews, Community Improvement Plans, ZBL updates and housekeeping amendments, and general land use studies and reviews.

Mr. Randall has appeared numerous times before the Ontario Land Tribunal (and predecessors, the LPAT and OMB) as an expert witness in land use planning and development.

Andreas Houlios, MEB, MCIP, RPP, Planning and Development Lead

Mr. Houlios joined EcoVue as Senior Planner and Project Management Lead in 2023, providing planning and project management advice and services on a variety of projects. Mr. Houlios is Registered Professional Planner (RPP) with the Ontario Provincial Planners Institute (OPPI) and has a Master of Environment and Business and Bachelor of Environmental Studies (Hons.) from the University of Waterloo. Throughout his career in both public and private sector organizations, Mr. Houlios has developed a thorough understanding of land use and environmental planning, transportation, and infrastructure planning as well as transit-oriented development. His experience includes processing applications related to Official

Plan and Zoning By-law Amendments, Site Plan Control, Minor Variance, Sign Variance, Consent and Niagara Escarpment Development applications. Mr. Houlios has also appeared before the Ontario Land Tribunal as an expert witness in land use planning and development.

Ashlyn Kennedy, B.E.S, MCIP, RPP Intermediate Planner

Ms. Kennedy has been a Planner with EcoVue since 2018 and brings her expertise to both municipal and private sector projects. Her multifaceted role encompasses conducting comprehensive feasibility assessments, managing zoning by-law and official plan amendments, as well as handling severances, and applications for subdivisions and condominiums. Her municipal work has primarily focused on coordinating and hosting public engagement sessions, policy review and policy development.

Ashlyn is a Registered Professional Planner and a full member of the Ontario Professional Planners Institute (OPPI) and the Canadian Institute of Planners (CIP).

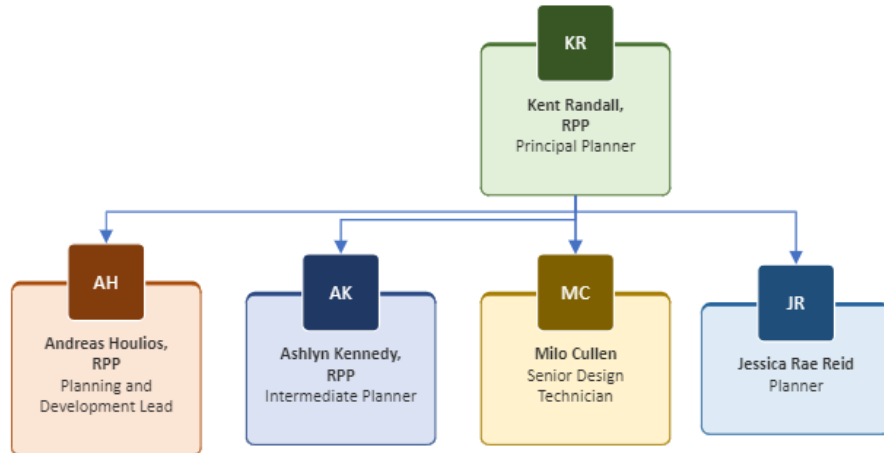
Jessica Rae Reid, B.A, Planner

Since joining EcoVue in 2019, Ms. Reid has worked on a variety of projects with both private and municipal clients. She has worked extensively with EcoVue's municipal clients, notably the Township of Otonabee-South Monaghan, Township of Greater Madawaska, Town of Kearney, and Municipality of Magnetawan. This municipal work includes the facilitation of pre-consultation meetings and public Open Houses, responding to development/application inquiries, the preparation and processing of official plan amendments, zoning by-law amendments, minor variance applications and the accompanying notices. Ms. Reid has extensive experience appearing in front of Municipal Councils and Committees, presenting Reports, and responding to public/Council inquiries.

Milo Cullen, B.Sc., CPT, Senior Design Technician

Mr. Cullen joined EcoVue in July of 2019 as a GIS/Planning Technician. Mr. Cullen has extensive experience working with Municipal-wide mapping, including new Official Plan and Zoning By-law Schedules for numerous Ontario townships and municipalities. For everyday planning matters, Mr. Cullen provides base maps, report figures, site designs, 3D modelling, and graphic renderings for projects.

EcoVue Consulting Services Inc. Organizational Chart



Adrienne Harrop, Consultant

Adrienne Harrop is an award-winning economic development and marketing consultant. She is personable and leads with authenticity. For over 16 years, Adrienne has worked with municipalities, non-profits, businesses, libraries, and economic development agencies across Ontario to develop strategies that move organizations forward. Adrienne shows teams how to improve their results through structured facilitation and guides management through a team planning process for integrated strategic, operational and implementation plans. Adrienne has participated in the development of focused strategies in the areas of municipal government, housing and homelessness, senior housing, library, business, and tourism.

1.5 Relevant Experience

Over the years, EcoVue has worked with a number of municipalities, including the Town of Kearney. We are proud to have been the Planner of Record for the Town since 2020.

Our role as Planner of Record for the Town of Kearney includes review all application submissions (from pre-consultation to formal *Planning Act* submission), the issuing of notices, preparation of reports and attendance at Statutory Public Meetings and Council meetings. In the past, we have also prepared and presented Planning information sessions to

keep Council apprised of the changes in policy documents and key considerations of the profession.

From 2020–2022, EcoVue also assisted the Town with the completion of the update to their Comprehensive Zoning By-law.

In our time providing these services to the Town of Kearney, we have become quite familiar the challenges and opportunities within the Town. Kearney is well-positioned to grow within the next 20 years but must be prepared to manage that growth in a meaningful and sustainable way. Kearney’s beautiful and pristine wilderness are an asset that attract so many permanent residents and seasonal visitors. However, this asset must be protected in a manner that will maintain the character of the area for future generations.

We are also well versed in the Town’s planning documents – the Official Plan and Zoning By-law. We understand what works and what does not work within these documents. Working with Town staff, we have compiled notes on the various policies, provisions, and regulations within these documents that require reassessment. This information will help inform the update process.

1.5.1 OTHER RELEVANT EXPERIENCE

In addition to completing the Town of Kearney Zoning By-law Update, EcoVue has also completed the following Official Plan and Zoning By-law Updates within the past 6 years alone:

- Township of Greater Madawaska Zoning By-law Update
- Township of Whitewater Region Zoning By-law Update
- Municipality of Magnetawan Official Plan and Zoning By-law Updates
- Village of Burk’s Falls Official Plan and Zoning By-law Updates
- Town of Deseronto Zoning By-law Update

1.6 References

Please see below chart for references for both EcoVue Consulting and Harrop Consulting.

Line Item	Project Title	Client Name	Contact
1	Township of Magnetawan Official Plan Update and Zoning By-law Update (EcoVue Consulting)	Township of Magnetawan	Erica Kellogg – Deputy Clerk Planning and Development 705-387-3947 ext. 1011 ekellogg@magnetawan.com
2	Greater Madawaska Comprehensive Zoning By-law Update (EcoVue Consulting)	Township of Greater Madawaska	Renee Mask Chief Administrative Officer 19 Parnell Street Calabogie, ON KOJ 1H0 613-752-2261 cao@greatermadawaska.com
3	Township of Otonabee South-Monaghan Housekeeping Zoning By-law and Planning Services (EcoVue Consulting)	Township of Otonabee South-Monaghan	Heather Scott Chief Administrative Officer/Clerk 20 Third St. Kenee, ON KOL 2G0 705-295-6852 ext. 223 cao@osmtownship.ca
4	Thrive Housing and Support - Strategic Plan Refresh, Rebranding & Renaming 2023 (Harrop Consulting)	Thrive Housing and Support	Sandy Woodhouse, CEO 705-745-4122 ext. 2225 sandy.woodhouse@thrivehs.ca
5	St Giles' Senior Citizens Residence - Strategic Plan 2023 (Harrop Consulting)	St. Giles Senior Citizens Residence	John Herder, Administrator 705-743-8660 stgscr@gmail.com

6	Township of Asphodel Norwood – Facilities Master Plan, Budget Review, Brand Development, Strategic Plan 2018- 2024 (Harrop Consulting)	Township of Asphodel Norwood	Candice White Former CAO Asphodel-Norwood, current CAO Port Hope 905-885-4544 ext. 2200 cwhite@porthope.ca
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2.0 Methodology

Project Management (ongoing)

EcoVue will provide project management support throughout the tenure with the Municipality. This will include monthly itemised invoices and updates. We have proposed an overall project coordinator, Kent Randall. Mr. Randall will ensure the Town is up to date on any changes in the schedule or to the costs for the overall project.

1. Strategic Plan

A Strategic Plan is essential for a Town's growth and sustainability. It provides a clear vision and direction, demonstrating to residents, investors, and government agencies that the Town is committed to achieving its long-term goals. This plan will help prioritize resources, guide decision-making, and ensure that the Town can effectively allocate its budget toward high-impact projects. By engaging the community in the planning process, the Strategic Plan fosters transparency and trust, showing external stakeholders that the town is well-prepared and adaptable to future challenges. Ultimately, this foundational document will be pivotal in shaping the town's success as you grow.

We utilize the Appreciative Inquiry approach to strategic planning. Appreciative Inquiry is a philosophy that focuses on a community's strengths to produce effective, positive strategies and a shared vision for the future.

Harrop Consulting will ensure that all aspects of the strategic planning process focus on "what could be." Our interviews and survey questions will ask participants to imagine the future they want for Kearney.

Phase 1 – Stakeholder Engagement

Document Review & Research

We will review existing documents, including staff work plans, Council meeting minutes, and internal and external communications. We will analyze the existing Strategic Plan, community profile, and BR+E to understand previous goals and outcomes and identify what worked well and what did not in previous planning efforts. We will also determine if any unaddressed issues remain from past efforts.

Environment Scan

A holistic approach will provide a well-rounded understanding of the municipality, ensuring the strategic planning process is grounded in relevant data and tailored to the community's specific needs.

The environmental scan will include:

- Demographic profile to understand the population's size, age distribution, and other key factors.
- Economic profile, analyzing major industries, employment trends, the business environment, and key economic drivers.
- Review of current infrastructure and services, assessing physical infrastructure such as transportation and utilities, along with essential services like waste management, police, and fire. Highlight any gaps in service provision or areas requiring improvement.
- Governance and leadership to provide insights into the decision-making structures of the municipality, ensuring alignment with the community's needs.
- Budget, revenue streams (taxes, grants, etc.), and expenditure review. Additionally, debt levels, financial obligations, and reserves will be evaluated alongside long-term financial trends and projections to assess fiscal sustainability.
- Regional influences, including relationships with neighbouring towns and how external economic trends or environmental factors impact the municipality.
- Environmental and sustainability concerns will be reviewed.

SOAR Analysis

Our approach to organizational development and change management focuses on identifying and building upon an organization's strengths and positive aspects rather than focusing on its weaknesses and problems. It is a positive and collaborative approach that seeks to create a more desirable and effective future by fostering a culture of inquiry and innovation.

We will conduct a Strengths, Opportunities, Aspirations, and Results (SOAR) analysis to identify Kearney's strengths and focus on a positive future. A SOAR analysis aims to create a positive and forward-thinking approach to strategic planning.

S	O	A	R
Strengths	Opportunities	Aspirations	Results
What does Kearney do well, what are your best assets?	What are the best opportunities for Kearney to focus on?	What does the future for Kearney look like?	How will we know when we have succeeded?

Stakeholder Consultations

The stakeholder consultation process will begin with the development of a Public Consultation Plan, which will be reviewed and approved by Council. This plan will outline the steps for gathering input from various stakeholders throughout the municipality. It will also include a public awareness campaign that will be used to announce the project to ensure maximum engagement. Once approved, the process will commence with interviews with Council members and senior management staff to gather their insights and perspectives on key issues. Following these interviews, an online survey will be distributed to the Council and management to further refine the strategic plan's goals and priorities.

To engage the broader community, a public online survey will be launched for residents and businesses to share their views. For those who may prefer an alternative format, the survey will also be available in print. The results of this survey will be used to inform the next stage of public consultation. An open house will be held, allowing the public to review and discuss the goals and priorities identified through the online survey. This event will encourage open dialogue and allow for further feedback from residents and local businesses.

In addition, a user group and advisory committee workshop will be organized. This group includes the Dog Sled Committee, Regatta Committee, Lion's Club, Seniors Club, etc. This in-person workshop will bring together key stakeholder groups to discuss specific priorities in greater detail and ensure their unique needs are addressed in the strategic planning process.

Following the workshop, phone interviews will be conducted with community partners (government agencies, education, healthcare, workforce agencies, etc.) and key businesses to gather more targeted feedback from these stakeholders. This will ensure that the plan reflects the interests of those directly involved in the town's economic and social development.

A Stakeholder Engagement Report will then be prepared, summarizing all findings from the stakeholder engagement and outlining the next steps in the strategic planning process.

Council Visioning Session

The consultation process will conclude with a full-day planning session involving Council and management staff to review all feedback and refine the strategic direction of the municipality. The session aims to generate ideas and establish a clear direction for the community's future. This session will discuss the vision, mission, and values and a preliminary discussion about goals and action items. During the introductions, we will provide an overview of what strategic planning is and is not to ensure our time together is spent thinking strategically, not operationally.

During the session, participants will discuss and brainstorm:

- **The municipality's future direction:** What kind of community do they want to build over the next 5, 10, or 20 years?
- **Key priorities and goals:** Identifying the most important areas of focus, such as economic development, sustainability, infrastructure, public services, and social equity.
- **Values and guiding principles:** Clarifying the values that will guide decision-making, like inclusivity, innovation, or environmental stewardship.
- **Community needs and aspirations:** Exploring the concerns, needs, and aspirations of the community to ensure that the vision reflects the desires of residents and local businesses.

Sample Agenda:

- Introductions & Ice Breaker
- Review Stakeholder Engagement and Environmental Scan
- Vision & Mission Break Out Session

- Break
- Values & Goals Break Out Session
- Lunch
- Vision/Mission/Values Group Session
- Goals & Strategies Group Session

The result of a municipal visioning session is often a broad vision statement that serves as a guiding principle for future strategic planning, budgeting, and decision-making. It ensures that all municipal initiatives align with a common goal and provide a clear, sustainable growth and development roadmap.

Phase 2 – Strategy Development

Council Priority Planning Session

Council members and staff will engage in a half-day, in-person planning session to prioritize key goals. They will review the draft for a new vision, mission, and values, discuss goals and actions in greater detail and participants will have an opportunity to prioritize each action item.

Sample Agenda:

- Introductions & Ice Breaker
- Review New Vision, Mission, and Values
- Review Goals & Strategies
- Break
- Prioritize Actions Break Out Session
- Prioritize Actions Group Session

Once these priorities are established, we will develop the draft document, which will include a vision, mission, values, strategic priorities, and action plan. The draft will also include key performance indicators.

Draft Report

The draft Strategic Plan will be submitted to staff and Council for review. A public open house will be held to present the draft plan to the community, allowing residents and stakeholders to provide feedback. Based on this input, the draft Strategic Plan undergoes revisions and is

formally presented to Council for their review and feedback. If necessary, final revisions are made to ensure the plan aligns with both Council’s directives and community needs.

The final Strategic Plan is submitted for approval and adoption in August 2025.

2. Official Plan Update

The Town of Kearney Official Plan (TKOP) was approved by the Ministry of Municipal Affairs and Housing (MMAH) in 2016. While the TKOP has served the Town well, there are opportunities to improve the Official Plan based on the experience of staff, residents, Council, and consultants with the document.

It is EcoVue’s intention to create a simpler, more user-friendly Official Plan that lays out the goals, objectives, and policies of the Town in a manner that is easy to understand. As we move through the Update process, it will be important to understand what the current document means to staff, stakeholders, and Council. Using the results of consultation and background review, EcoVue will strive to develop a new Official Plan that the community can be proud of.

- **Start up Meeting**

We suggest that the project commence with a start up meeting. This meeting will include our senior members of the EcoVue team, and staff from the Town. The purpose of this meeting will be to gather background information and ensure that all the project team members have an understanding of the expectations for the project.

- **Review Official Plan Policies and Provincial Policies**

Our Planners will review relevant policy initiatives and regulations as they relate to the Official Plan update. This would include the new 2024 Provincial Policy Statement and the current Town of Kearney Official Plan, as well as any other Provincial guidelines or planning-related literature.

- **Best Practices Review**

The project team will undertake a review of other municipalities that have gone through similar processes for updating their Official Plan. This review will help to identify potential approaches, challenges and opportunities. In this case, EcoVue can pull from our extensive

experience to provide examples of strategies and policies in our other client municipalities that may be effective in Kearney.

- **Site Visit**

Our Project Manager and Planner will undertake a site visit of the Town. This will give EcoVue staff an opportunity to gain a complete understanding of the land uses taking place in the area. While our staff have seen parts of the Town, it will be important to explore other different sites and areas within the Town that may not have been seen in the past.

- **Desktop Survey and Data Transfer**

Building on our knowledge gained during the site visit, a desk top survey will be undertaken at a greater detail to provide a solid understanding of current land uses in the Municipalities at the site and zoning level. Using Google Earth, existing municipal mapping and mapping available through the Ministry of Northern Development, Mines, Natural Resources and Forestry, our Planning staff will identify current land uses that are taking place in the Municipalities. Any findings will be confirmed through consultation with staff and Council. We have also included time for our Design Tech to gather GIS data that will assist with preparing and updating Schedules.

- **Special Meeting of Council**

A Special Meeting of Council is recommended to officially launch the Official Plan update. EcoVue will prepare the wording for the required notification for the meeting as well as the project presentation for the meeting. The meeting will introduce the project, project timelines and deliverables as well as provide Council with the opportunity to ask questions or raise any areas of concern related to the Official Plan update.

- **Education Session with Council**

This session will be an opportunity for EcoVue and Staff to work with Council to discuss the importance of the Official Plan and Zoning By-law updates. This will also be an opportunity to provide Council with an update on the changes to land use planning and the new Provincial Planning Statement.

- **Public Open House and Workshop**

EcoVue is suggesting that a Public Open House and Workshop be conducted at this point. The current Schedules will be provided for members of the public to mark up. This workshop would not include new information but would be conducted to gather additional information on what is currently taking place in terms of land-use in the Town. We would anticipate that this would be a hands-on workshop with the opportunity for the public to provide the project team with required background information.

- **Background Paper and Consultation Summary**

EcoVue will provide a Background Paper that outlines the findings of the background review up to this point of the project. The Paper will summarise the public consultation to this point of the project. The paper will outline the proposed suggested changes to the Town's current Official Plan.

- **Prepare First Draft Official Plan Text and Schedules**

Based on the feedback received to date and the background review, a first draft of the Official Plan and Schedules will be prepared and presented to Staff and Council.

- **Working Meeting with Council and Staff**

Following the receipt of the draft document and schedules, a working meeting with Council and Staff will be arranged. At this meeting, Staff and Council will provide the project team with some feedback on what we got right and what we got wrong. It is important for the project team to gather this feedback as the ultimate final document with applicable regulations will be enforceable by Staff and Council and the project team wants to ensure that Staff and Council feels the document reflects the community needs.

- **Prepare Second Draft of Official Plan Update**

Following the meeting, EcoVue will further refine the text and the schedules to reflect any information gathered during the meeting. At this stage, we would recommend that the second draft of the Official Plan be circulated to review agencies for comment. Agency comments will be incorporated into a revised second draft that will be presented to the public.

- **Public Open House**

A Public Open House will be held to present the second draft of the document and schedules. It is expected that some changes will still be required following this last open house.

- **Prepare Final Official Plan Update**

The final Official Plan and schedules will be provided to the Town. This will include a document that is modern and includes illustrative diagrams where necessary. Both the text and schedules will reflect the feedback received as part of this updating process.

- **Statutory Public Meeting**

We suggest that the statutory public meeting be held following the last open house. This meeting will allow the public and Council to provide final feedback.

- **Final Meeting with Council**

A final meeting will be held with Council to present the final Official Plan. This meeting will include providing staff and Council with a copy of the final updated Official Plan. It is anticipated that Council will approve the Official Plan update as part of that Council Meeting.

- **Submission to MMHA**

Should the Official Plan be approved and adopted, EcoVue will assist with preparing a submission to be sent to MMHA for their final review.

3. Zoning By-law Update

The Zoning By-law Update process will be similar to the Official Plan update, and we anticipate being able to combine tasks and work through the ZBL Update process concurrently with the OP update. As such, many of these tasks – including start up meeting, site visit, special meeting of Council, background review – will be combined with the tasks of the OP Update, as reflected in the budget.

The Town has the advantage of having updated their Zoning By-law recently (2022). As such, we do not anticipate a major overhaul to the current zoning approach. However, it will be important for the updated Zoning By-law to reflect and implement the policies of the Updated Official Plan and to be improved where possible.

- **Start up Meeting (Concurrent with OP Update)**

We suggest that the project commence with a start up meeting. This meeting will include our senior members of the project team, staff from the Town and Council. The purpose of this meeting will be to gather background information and to ensure that all team members understand the expectations of the project.

- **Site Visit (Concurrent with OP Update)**

Our Project Manager and Planner will undertake a site visit of the Town. This will give EcoVue staff an opportunity to gain a complete understanding of the land uses taking place in the area.

- **Special Meeting of Council (Concurrent with OP Update)**

A Special Meeting of Council is recommended to officially launch the Zoning By-law Updates for each of the Municipality. The project team will prepare the wording for the required notification for the meeting as well as the project presentation for the meeting. This meeting will introduce the project, project timelines and deliverables and provide Council with the opportunity to ask questions or raise any areas of concern related to the Zoning By-law.

- **Review of Municipal Documents**

As with the OP Update component, our Planners will review relevant policy initiatives and regulations as they relate to the Official Plan update. This would include the new 2024 Provincial Policy Statement and the current Town of Kearney Official Plan.

- **Best Practices Review**

As with the OP Update component, the project team will undertake a review of other municipalities that have gone through similar processes for updating their Zoning By-law. This review will help to identify potential approaches, challenges and opportunities. In this case, EcoVue can pull from our extensive experience to provide examples of strategies and policies in our other client municipalities that may be effective in Kearney.

- **Desktop Survey (Concurrent with OP Update)**

Building on our knowledge gained during the site visit, a desk top survey will be undertaken at a greater detail to provide a solid understanding of current land uses in the Municipalities at the site and zoning level. Using Google Earth, existing municipal mapping and mapping available through the Ministry of Northern Development, Mines, Natural Resources and Forestry, our Planning staff will identify current land uses that are taking place in the Municipalities. Any findings will be confirmed through consultation with staff and Council.

- **Public Open House and Workshop**

EcoVue is suggesting that a Public Open House and Workshop be conducted at this point. Current zoning Schedules will be provided for members of the public to mark up. This workshop would be conducted to gather additional information on what is currently taking place in terms of land-use in the Municipality. We anticipate that this would be a hands-on workshop with an opportunity for the public to provide the project team with required background information.

- **Background Paper**

EcoVue will provide a Background Paper that outlines the findings of the background review up to this point of the project. This will contain an assessment of problem areas within existing zone standards, standards requiring updates and trends in zoning and minor variance requests. The paper will also outline a strategy identifying the future directions for each new Zoning By-law.

- **Prepare First Draft of Zoning By-law**

Based on the feedback received and the background review a red-line first draft of the Zoning By-Law text and Schedules will be prepared and presented to the Project Team and at an Open House.

- **Public Open House**

A Public Open House will be held to present the draft text and Schedules of the Zoning By-Law. It is expected that some changes will be required following the Open House.

- **Prepare Second Draft of Zoning By-law**

EcoVue will further refine the text and schedules to reflect any information gathered during the Open House. At this stage we would suggest the second draft of the Zoning By-law be circulated to review agencies for comment. Comments received from the agencies will be incorporated into a revised second draft of the By-law that will be presented to Council and the public.

- **Prepare Final Zoning By-law**

The final Comprehensive Zoning By-law Text and Schedule will be provided to the Town. This would include a Zoning By-law that is modern and includes

- **Statutory Open House**

The Statutory Open House will provide additional opportunity for comments from the public regarding the final drafts of both the Comprehensive Zoning By-law, illustrative diagrams. Both the text and the Schedules will reflect the feedback received as part of this updating process.

- **Statutory Public Meeting**

We suggest that the statutory public meeting should be held following the Open House to allow the public and Council to provide final feedback on the Zoning By-law

- **Final Meeting with Council**

A final meeting with Council to present the final document will be held. A copy of the final Comprehensive Zoning By-law will be presented to Staff and Council. It is anticipated that Council will approve the final Comprehensive Zoning By-law at this meeting.

- **Notice of Passing**

A notice will be prepared and posted on the Town's website to confirm that the new Zoning By-law has been adopted.



3.0 Policies

3.1 Conflict of Interest Policy

EcoVue’s professional planners are committed to providing planning services which are consistent with our Professional Code of Conduct. Our extensive experience working with municipalities means that we understand and can identify any potential conflict of interest quickly. As we currently act as the Planners for the Town of Kearney, we currently do not have any private clients in the Town.

Should any conflicts be identified by EcoVue staff, our Principal Planner will alert the Municipality as soon as the conflict is identified. Generally, the conflict can be dealt with quickly by explaining the conflict to the client and providing an alternative contact. EcoVue will document how the conflict was dealt with and the resolution, this documentation will be provided to the Town.

3.2 Accessibility Training

All EcoVue staff receives ongoing training to ensure compliance with Provincial legislation, including Accessibility for Ontarians with Disabilities (AODA) and its implementing regulations (Accessibility Standard for Customer Service (ASCS) and Integrated Accessibility Standards Regulation (IASR). We recognize the Township’s commitment to providing an exceptional and accessible level of service and to the delivery of goods and services provided to its residents in a manner that respects the dignity and independence to persons with disabilities. Our team provides professional planning services which are barrier-free for people with disabilities in information and communications.



4.0 Cost Estimate and Summary

4.1 Cost Estimate

Our total cost estimate to complete the development of a Strategic Plan, Official Plan and Zoning By-law is **\$148,735.00** plus HST. A full breakdown of the cost has been included in the submission. Hourly rates for staff members are outlined below.

4.1.1 2024 RATES FOR STAFF (PER HOUR)

Jr. Planner/Planning Assistant	\$90.00	EcoVue Consulting Services Inc.
Planner	\$115.00	
Intermediate Planner	\$125.00	
Senior Planner	\$140.00	
Principal Planner	\$165.00	
Design Technician	\$100.00	
Senior Design Technician	\$115.00	
Senior Engineering Technician	\$130.00	
Admin	\$75.00	

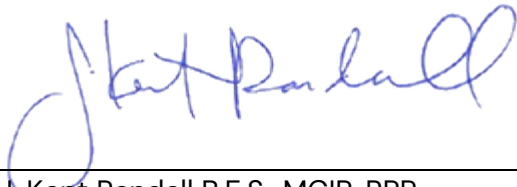
Consultant	\$125.00	Harrop Consulting
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4.2 Summary

EcoVue is pleased to provide our proposal in response to the Request for Proposal (RFP) for the provision of consulting services for the update and development of a Corporate Strategic Plan, Official Plan and Zoning By-law for the Town of Kearney. We have endeavored to address all aspects of the RFP and believe we are more than capable of completing the desired works. As a full-service Planning firm, EcoVue has the time and resources to complete this project within a timely manner. We trust that this meets the Town's submission requirements. Should you have any questions, please do not hesitate to contact the undersigned.

Respectfully submitted,

ECOVUE CONSULTING SERVICES INC.



J. Kent Randall B.E.S., MCIP, RPP
Principal Planner





kewin consulting

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Fax 647-723-0297

Oct 4, 2024

Town of Kearney

c/o Nicole Gourlay, Clerk Administrator (nicole.gourlay@townofkearney.ca)

Re: Corporate Strategic Plan, Official Plan, Zoning By-Law

Dear Council and Selection Committee;

Attached, please find a proposal in response to the RFP to help the Town of Kearny develop a 2026-2030 Strategic plan and identify the required changes to the Official Plan and Zoning By-Laws.

Kewin Consulting works with municipalities, First Nations, Tribal Councils, Non-Government Organizations and Businesses on projects focused on Economic Development, Strategic Planning, Developing Effective Partnerships, and Organizational Excellence.

We look forward to working with should we be selected for this project.

Yours,

Derrek S. Lennox, P.Eng., MBA
Managing Partner, Kewin Consulting
Adjunct Professor of Strategy, Schulich School of Business, York University
Adjunct Professor, Toronto Film School / Yorkville University
SVP and CFO, DougallMedia

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Hector F. Dougall, B.A., MBA
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807-628-3482



1. SITUATION

The Corporation of the Town of Kearney invited proposals to approach the development of a strategic plan, official plan, and affected by-laws. The plans are to incorporate the expected growth in the region and ensure that the plan addresses current needs and attempts to predict trends to be prepared for the future.

The Town of Kearney is located 25 minutes north of Huntsville.

Kewin Consulting has worked with nearby and regional businesses operating in and around Kearney, a number of municipalities, and most of the First Nations in the region.

1.1 PROJECT OBJECTIVE:

Build from the 2019-2025 Strategic Plan to develop a 2026-2030 Strategic Plan with Council support and approval.

Work with the Town Administration to identify and make proposed changes to the (1) Official Plan and (2) the Zoning By-Laws to support the 2026-30 Strategic Plan; also with Council support and approval.

2.0 SUMMARY PROPOSAL CRITERIA CHECKLIST

The following criteria was outlined in the Request for Proposal. The table below outlines how Kewin Consulting satisfies the requested criteria.

Evaluation Criteria		How Kewin Addresses the Requirements
Innovative approach to project (10%)	30%	Section 4
Methodology and process and collaborative nature (10%)		Sections 3 and 4
Understanding of project goals and objectives, and how they will be performed (10%)		Section 1 and 4
Knowledge of Corporation and the community as a whole (5%)	5%	Section 1
Expertise and demonstrated results from similar municipal corporate strategic plans, official plans and affected by-law / similar projects (Client / Project References) (20%)	25%	Section 5
Consultants Profile / Qualifications / Project Team (25%)		Section 5
Clarity and Completeness of Proposal (5%)	5%	Sections 1 to 7
Price submission for project	15%	Section 6
TOTAL	100%	

3.0 OUR APPROACH, METHODOLOGIES AND PHILOSOPHIES

The following section outlines the various Kewin Consulting philosophies, methodologies and approaches that will be used in the process of working with the Town of Kearney in the development of the plans identified. The specific proposed plan is outlined in section 4.0

3.1 KEWIN PROJECT FRAMEWORK



Kewin projects follow a framework with overarching phases with objectives designed to create project outcomes. Phases may be iterative and cyclical depending on many factors. The following table summarizes the Phases and their related Objectives.

Phase	Definition
Governance	Establish the Project Team Governance Structure Approval Times
Diagnose	Understand the stakeholder landscape, including needs and wants Understand and analyze the current situation from various viewpoints and perspectives Review past results Determine “all the bad news” that may impact a plan moving ahead
Envision	Envision the Future State and gain support for a common Vision and Plan Objectives
Design	Design the implementation approach, methods and permissible activities and document requirements
Plan	Develop a plan for Action complete with target schedule for the Organization
Deploy	Deploy the Plan to the Key Personnel

3.2 STRATEGIC PLAN TABLE OF CONTENTS

The final version of the Strategic Plan will include the following sections, at a minimum:

Strategy Summary:

- Vision
- Mission
- Values and/or Guiding Principles
- Organizational Definition (internal use)
- Critical Stakeholders (internal use)

SuccessTracker (Goals and Objectives)

- Success Areas
- Measures of Success
- One Year Targets
- Five Year Targets

Strategy / Policy Elements

- Organizational Structure (Current and Proposed Changes, if known)
- Impacted Policies
- Impacted Assets
- Impacted ByLaws
- Impacted Official Plan Elements

Operational Elements

- Impacted PPWs (processes, procedures and workflows)
- Projects, Initiatives and Feasibility Studies that support the Goals and Objectives
- Risk Events with management and mitigation plans to support the Goals and Objectives and reflect “All the Bad News”

The Kewin Planning Matrix

Appendices of Analysis Frameworks (including but not limited to)

- PESTEL
- SOFIE
- Industry Ecosystem
- Stakeholder Needs Analysis

Two versions of this document are developed: an internal use document, and a community-facing document.

3.4 KEWIN STAKEHOLDER FRAMEWORKS

The **Kewin Stakeholder Analysis Framework**, employed throughout the project from the Diagnosis Phase, provides a structured approach to identifying and prioritizing key stakeholders. By analyzing each stakeholder's influence, interest, and potential impact on the project, this framework helps strategically engage with those who are critical to project success. Early application during the diagnosis phase ensures that stakeholder concerns, expectations, and power dynamics are accounted for, allowing for more effective communication, risk management, and decision-making throughout the project lifecycle. The framework ultimately supports informed strategies for managing stakeholder relationships and promoting alignment with project goals.

Diagnosis: Stakeholder Analysis Framework						
Stakeholder Groups	IMPACT?	MINDSET	VIEWPOINT SALIENCE?	Roadblocks, Issues and Risk Events?	WIIFM / Concerns / Road	Priority (HML) High / Medium / Low
Which Unofficial and Official Stakeholder Groups and Categories are Important?	How are they impacted by the Project that is being proposed?	What is their current mindset about the Project?	How committed are they to that current mindset?	Do we need them to support the project? What Roadblocks could be created if they aren't outside? What issues and Risks Events could occur if they aren't outside?	What might be "in it" for them? What roadblocks can they create? What concerns do they have?	Analysis: How HIGH of a priority is this Stakeholder Group to Engage with and have in support of the project?

The **Kewin Stakeholder Engagement Framework**, provides a framework to develop a stakeholder engagement and management plan based on the prioritization and needs identified during the Analysis. Key activities and events can be identified for inclusion in the Strategic Plan and then scheduled as part of Operational Planning. The framework can also be used in the process of developing the plan itself to ensure that key stakeholders are engaged in a meaningful way that improves the chance of the plans success by having key stakeholders included in the planning process itself.

Design: Stakeholder Engagement Framework							
Governance	Job Design & Org. Alignment	Organization Design	Deals, Agreements, Funding & Financing	Communication & Engagement	Workflow / Process Design	Risk Management	Training & Education
Anything to do with how decisions are made and the organization (or even the project) is "governed" in any of the partner organizations	Anything to do with changing a role, clarifying a role, or giving a role new objectives	Anything to do with hierarchy, reporting and organization structure (including locations)	Anything to do with MOUs, LOIs, EAs, Contracts? Anything to do with joint funding and financing applications	Anything to do with keeping stakeholders engaged and communicated with/to	Anything to do with the flow of work and/or the processes people follow in the execution of their role – individually or as a team	Anything to do with identify risk events and managing / mitigating around them	Anything to do with training, development, or learning to re-enforce a mindset, or accomplish objectives

3.5 PESTEL ANALYSIS

Kewin Consulting uses a PESTEL framework, to identify what changes or limitations within each Factor might impact the proposed strategic plan and lead to potential risk events. The framework is usually populated through a workshop or from information gathered through interviews and surveys, depending on the approach identified the most effective for the stakeholders.

FACTORS	MEANING and PLANNING IMPLICATIONS
Political	Regulations, restrictions and changes in leadership and legislation from Provincial, Federal, and Neighbouring Governing Bodies (including other municipalities and First Nations)
Economic	Inflation rates, interest rates, economic growth, exchange rates, unemployment levels, and overall economic conditions and a municipalities ability to access debt (and/or increase taxes)
Social	Encompasses cultural trends, demographics, population growth, lifestyle changes, and societal values: shifts in preferences and population dynamics can significantly impact the community needs and expectations
Technological	Focuses on technological advancements, innovation, automation, R&D activity, and the pace of technological change for internal operational effectiveness and for a community's ability to adopt technical changes to infrastructure
Environmental	Climate change, sustainability practices, carbon footprints, and natural resource management and how these are incorporated into a municipality's priorities, plans, regulations, and by-laws
Legal	What laws are imposed on the municipality that must be incorporated into Strategic and Official Plans to avoid fines and costs, and what laws (and by-laws) may need to be examined and revised to remove roadblocks or encourage participation in and compliance to the strategic plan

3.6 OFFICIAL PLANS

Kewin Consulting uses the Province of Ontario Guide to assist in the development or amendment of official plans. While specific stakeholders and public engagements are required in the Official Planning Process, it is advantageous combine community and public engagements for strategic plan and official plan elements at the same time. Please note that First Nation and Metis Community engagements will require different approaches from what the Province of Ontario guideline outlines as they fall into Duty to Consult legislation. Further, consultation with agencies, boards, authorities and commissions may each involve a variety of methods.

The Official Plan is the Provincially Approved Plan on how land within a jurisdiction can be used with related safeguards.

3.7 OVERARCHING PHILOSOPHIES

Kewin Consulting has adopted and developed the following overarching philosophies in all projects.

Stakeholders play a vital role: It's important to involve community members, local and neighbouring businesses, and organizations in the process, as their input ensures the project reflects the town's unique needs and values: it is about the people

Experienced professionals lead the work: Our senior consultants and partners will directly handle the project, supported by administrative staff, ensuring a personal and dedicated approach rather than relying on a large team of less experienced consultants.

Leverage local resources: Whenever possible, we'll engage with the client organization and town staff to keep the process efficient and minimize the need for outside junior consultants.

Collaboration is key: The work will be done together, with community input and a team-based approach, making sure decisions are reached through discussion and consensus whenever possible.

More than just reports: While we will deliver a final report, the true value comes from the process itself. By involving stakeholders and community members throughout, the final outcomes will be more useful and better tailored to the town's needs than if they were developed by only a few individuals.

4.0 PROJECT STATEMENT OF WORK AND DELIVERABLES

The following table summarizes the Statement of Work and related Deliverables that are included in the proposal. The assumption has been made that the submission of the Official Plan to the Province of Ontario will take place after Council Approval in August, and is not included in the scope of work.

Phase	Activities and Events	Deliverables
Governance	Kick Off Meeting (Zoom) Bi-Weekly Zoom meetings with the Project Team throughout the Project	Project Outline Workplan (working document)
Diagnose	Document Review (past Strat Plan, Official Plan, By-Law areas of concern) Stakeholder List Interviews with key stakeholders Working Sessions with Admin Prepare Stakeholder Survey Public Meeting for input as per Official Plan Guides Meetings with First Nations (eg: Magnetawan, Dokis)	For Strategic Plan: Survey Design Interview Guide Related Analysis Summaries Findings Summaries PESTEL, Stakeholder, etc (working tools) For Official Plan: Confirmation of Provincial Process Public Consultation Plan
Envision	Further Input from businesses, authorities Council Input into Strategic Plan, Official Plan, Zoning and ByLaws	Session and discussion outputs Outlines of Planning Documents
Design	Writing, compiling, drafting and deliverables work	Draft Strategic Plan Draft Impacted Zoning Issues (for Official Plan) Draft impacted By-Laws
Plan	Secure plan approval from CAO (edits incorporated), and then Council	Final Plans Strategic Plan Kewin Planning Matrix Official Plan Amendments List Bylaw Amendments List
Deploy	Present to Council for Approval	Approvals and Next Steps
Institutionalization	Not included in this proposal	Not included in this proposal

4.1 PROPOSED TIMELINE

The following is a recommended / estimated timeline which may be adjusted based on the findings of information, stakeholder schedules, and internal priorities. The exact timing will be coordinated based on the schedule of council meetings and other external dates, keeping the completion date for August 31, 2025.

	2024		2025							
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Governance										
Diagnose										
Envision										
Design										
Plan										
Deploy										

5.0 ABOUT KEWIN CONSULTING

Kewin Consulting works with Municipalities, First Nations, Tribal Councils, Non-Government Organizations and Businesses on projects focused on Economic Development, Strategic Planning, Developing Effective Partnerships, and Organizational Excellence. Kewin Consulting (founded in 2010) was originally the Aboriginal Client Services Group of Margin Doctors Business & Management Consultants (founded in 2006).

5.1 DERREK LENNOX, MANAGING PARTNER, KEWIN CONSULTING (PROJECT AND RESEARCH LEAD)

- With over 20 years of consulting experience, Derrek Lennox has worked with large and small businesses, Municipalities, First Nations, government organizations, and individual entrepreneurs on strategic planning, economic development, business creation, organization excellence & human resource development
- Derrek is an Adjunct Professor at the Schulich School of Business at York University where he instructs an MBA course of his design *Restructuring & Turnaround Management* (SGMT6970)
- Derrek is also an Adjunct Professor and course lead at Yorkville / Toronto Film School where he developed the graduating project courses for the Bachelor of Creative Arts program (BCAR4113 and BCAR4123)
- He is currently the Senior Vice President of Corporate Development and Chief Financial Officer of DougallMedia
- Derrek has an MBA from the Schulich School of Business, York University, and has an Engineering Degree (BASc) from the University of Waterloo (BASc in Mechanical Engineering). He also is a Licensed Professional Engineering (Ontario) (retired status)

5.2 HECTOR DOUGALL, PARTNER, NORTHWESTERN ONTARIO, KEWIN CONSULTING (CONSULTATION AND ENGAGEMENT CONSULTANT)

- Hector co-founded Margin Doctors Business & Management Consultants in 2006 and the subsidiary – Kewin Consulting – in 2010, both with Derrek Lennox. He has worked with Municipalities, First Nations, Tribal Councils and Aboriginal Entrepreneurs across Ontario since 2008 when Margin Doctors established a practice in Northwestern Ontario.
- Hector enjoys bringing cutting edge planning methodologies to First Nation and Government organization clients.
- Working for Consulting firm International Profit Associates out of White Plains Illinois, Hector consulted with hundreds of companies across North America deploying performance management systems to growth-oriented companies.
- Hector Dougall began his career in his family's broadcasting business in Thunder Bay. Hector spent time in many roles in broadcasting and media sales where he developed

his keen sense of customer understanding and appreciation, along with a great perspective on sales and marketing. Hector became the President and Chief Executive Officer of DougallMedia in early 2021.

- Hector has an MBA from Schulich School of Business, York University, a B.A. in History from Lakehead University.

5.3 ANGE SPONCHIA, KEWIN COORDINATOR, DOUGALL MEDIA OUTREACH (COORDINATOR)

- Ange is an outreach specialist for Newswatch and works with a number of indigenous organizations such as Grand Council Treaty Three and Kitchenuhmaykoosib Inninuwug Board of Education.
- Ange was a consultant with the Path of the Paddle organization as part of the Trans Canada Trail system and was imperative to the formation of the working trail group in Northern Ontario and has a great working knowledge of committee planning and action steps towards a vision.
- Ange was involved in the Lac LaCroix interviews related to the impacts of residential schools on survivors
- Ange was the general manager for the Atikokan Chamber of Commerce and has a broad knowledge of business as well as served a term on the Rainy River District school board.
- She has also organized, produced and arranged nine recordings, an annual arts festival and two young woman leadership conferences working with Seine River First Nation, Lac La Croix First Nation and Couchiching youth and presenters.

5.4 SELECT RECENT PROJECTS

The following table outlines similar projects and includes references for each.

Project	Description
Western Sarnia-Lambton Research Park Project “Elevating Success”	Conducted a situational analysis and developed an interim plan leading to a longer-term strategic plan geared for growth
Strategic Planning 2024; Operations Planning 2024; Operational Institutionalization 2024; Strategic Planning 2025	Facilitated the development of the IPCO Strategic Plan and worked with the administration to develop operational plans to support key objectives
Strategic Planning 2024-25	Facilitated the development of the Anishinabek Police Service Strategic Plan
Magnetawan First Nation; Various Projects	Five-year community supported economic development plan; Esso/Tim Horton’s Plan; Kearney Mine Engagement; Input into First Nation Land Management Plan (including Zoning links) and Housing Loans Plan

6.0 BUDGET, FEES, AND ARRANGEMENTS

Kewin Consulting is please to submit a project proposal with fees of:

PM and COORDINATION FEE:

\$120,000.00 plus applicable taxes

6.1 INVOICE SCHEDULE

The following fee schedule:

- November 1, 10% (\$12,000) to begin
- December 1, 10% (\$12,000) to begin
- January 1, 10% (\$12,000) to begin
- February 1, 10% (\$12,000) to begin
- March 1, 10% (\$12,000) to begin
- April 1, 10% (\$12,000) to begin
- May 1, 10% (\$12,000) to begin
- June 1, 10% (\$12,000) to begin
- July 1, 10% (\$12,000) to begin
- September 15, 10% (\$12,000) hold back upon completion

6.2 EXPENSES THAT ARE INCLUDED

The project fees above include:

- One printed copy of the final document and supplemental deliverables in a binder
- Digital copies of all deliverables
- Back-up digital copies of project deliverables for at least 3 years
- Five trips (2-day) to and from Kearney (at least one trip will include Hector and Ange)
- Trips to at least three First Nations in the area

6.3 EXPENSES NOT INCLUDED

All other expenses are not included. Expenses for travel and incidentals coordinated and paid by Kewin Consulting will be charged at cost with a 5% administration fee. Expenses not included in the fees will not be charged or incurred without client approval.

6.4 ADDITIONAL WORK

Additional work is available at the following rates and will only be incurred if requested and approved.

Hector Dougall, \$375 / hr reduced to \$260 for Non-government Organizations

Derrek Lennox, \$375 / hr reduced to \$260 for Non-government Organizations

Senior Admin Staff, \$95 / hr

Junior Admin Staff, \$60 / hr

Alternatively, additional work can be quoted at a fixed rate.



7.0 AUTHORIZATIONS & INTENT TO PROCEED

Authority is hereby granted to Kewin Consulting to commence with engagement #24K128

PROJECT FEES BUDGET: \$85,000 plus applicable sales taxes and expenses

PROJECT NAME: _____

This authorization may not be cancelled between this date and the starting date above.

Service Provider:	Kewin Consulting	Kewin Consulting
Company Representative:	Derrek S. Lennox	Hector F. Dougall
Title:	Managing Partner	Northwestern Ontario Partner
Date:	August 29, 2024	August 29, 2024
Signature:		

	CFNEO (a quorum of signatures or individual signing authority as required)	
Name:	Signature	Date

SCHEDULE A: TERMS AND CONDITIONS

- (i) Throughout the course of this engagement, KEWIN CONSULTING (KC) will keep Client informed via discussions and written communications. It is essential there be continual cooperation and mutual understanding between Client and KC, and that Client retains control over the continuation of KC services
- (ii) For the guidance of Consulting Services' development and progress, the Project Manager will prepare a Project Plan encompassing the objectives and scope of the engagement. As each Client's business and/or organization is unique, Consulting Services' work is custom-designed around each objective, giving consideration to the specific nature of Client's business and/or organization and personnel.
- (iii) All matters pertaining to this engagement should be addressed with the Project Manager, upon whom is placed complete responsibility for successful development and implementation of the Project Plan.
- (iv) Achievements realized from KC's work depend upon many factors, including the aptitude and cooperation of Client's staff; factors which are not within the control of KC. Therefore, it is understood and agreed that no express or implied warranty of any general or specific results shall apply to the work done under this agreement.
- (v) KC does not practice law or provide tax services. The Client is specifically informed that any legal or tax matter must be discussed with Client's legal and tax advisors.
- (vi) All intellectual property developed for the Client will vest with the Client; all tools, frameworks, manuals and guidelines used by KC remain the expressed property of KC or the respective licensor.
- (vii) Receipt of a down payment (all or portion) will act as proxy for a signature on this Arrangement Letter

Confidentiality

- (i) KC agrees to keep all information gained on or about the client and/or the project – that is neither publicly available nor general knowledge – confidential. All materials, documents, reports, written, collected or otherwise generated by KC pursuant to this agreement shall be provided to the client at termination of the agreement unless doing so would breach other Confidentiality agreements or Privacy laws and policies.

Employee Solicitation

Recognizing that all KC staff are contractually restricted from working for Clients of KC for a period of one year after leaving KC's employ, Client agrees not to employ or engage the services, directly or indirectly, of any person now employed by KC, for a period of one year from the date of the Business Check-up Authorization. KC agrees not to employ or otherwise engage any of Client's employees for the same period of time.

Conclusion of Engagement

Client may terminate the services of KC or recess the project, at the end of any business day or as expressly laid out in the arrangement letter, by declaration of such intent to the Project Manager when he/she is on Client's premises; at the same time presenting the Project Manager with a check for all fees and expenses due through the end of the business day of termination, as well as a personally written statement expressing Client's opinion of the services rendered. This statement must be originated solely by the Client. It is agreed that exclusive jurisdiction and venue shall vest in the City of Toronto, Province of Ontario Canada, Ontario Law applying.



Staff Report

Staff Report No. SR-2024-69
Date: October 17, 2024
To: Mayor, Deputy Mayor and Members of Council
From: Cindy Filmore, Deputy Clerk
Subject: Shore Road Allowance Purchase Request-51 and 53 Main St. (MacKay)

Recommendation:

The Council of the Town of Kearney supports in principle the purchase of the Shore Road Allowance at 51 and 53 Main Street by the adjoining land owner;

And further that Staff be directed to move forward with the steps to allow this purchase.

Background:

Staff received a request to purchase the shore road allowance in mid-September from Mr. MacKay. A draft survey of the properties was submitted by Mr. MacKay (see attached) and our legal counsel has conducted a cursory review to determine the possibility and advisability of the purchase.

As is visible in the draft survey, it appears that the purchase is advisable to ensure the continued enjoyment of property. The draft survey illustrates how buildings are sometimes not where they are presumed to be. In correspondence and discussion with legal counsel, previous planning applications on the properties have notable implications for this property purchase. Between 1976 and 1979, there were changes to the Ontario Planning Act and, as one of the properties received a consent in 1976 legal counsel has determined that a Consent Cancellation Certificate would be required to allow this property to merge with the shore road allowance the applicants wish to purchase. Without a Consent Cancellation Certificate, the shore road allowance may not merge with the appropriate property, resulting in a number of tax roll additions and additional necessary steps to ensure property ownership. This minor step will provide benefits to the purchaser moving forward.

Attachments:

Draft Survey of Properties,
Shore Road Allowance Application

Prepared by: Cindy Filmore,

PLAN 496	
1:1000	500' = 1" = 100'
DRAFT	
PART OF THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF LOT 35, CONCESSION 11 GEORGRAPHIC TOWNSHIP OF PERRY NOW IN THE TOWN OF KEARNEY DISTRICT OF PARRY SOUND T. WOOD & SONS INC.	
SHEET 1 OF 2	
LT 1 100' x 100'	LT 2 100' x 100'
LT 3 100' x 100'	LT 4 100' x 100'

PLAN OF SURVEY OF
 PART OF THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT OF LOT 35, CONCESSION 11 GEORGRAPHIC TOWNSHIP OF PERRY NOW IN THE TOWN OF KEARNEY DISTRICT OF PARRY SOUND T. WOOD & SONS INC.

SCALE 1:1000
 500' = 1" = 100'

NOTES:
 1. THIS PLAN IS THE PROPERTY OF T. WOOD & SONS INC. AND IS NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF T. WOOD & SONS INC.

2. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

3. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

4. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

5. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

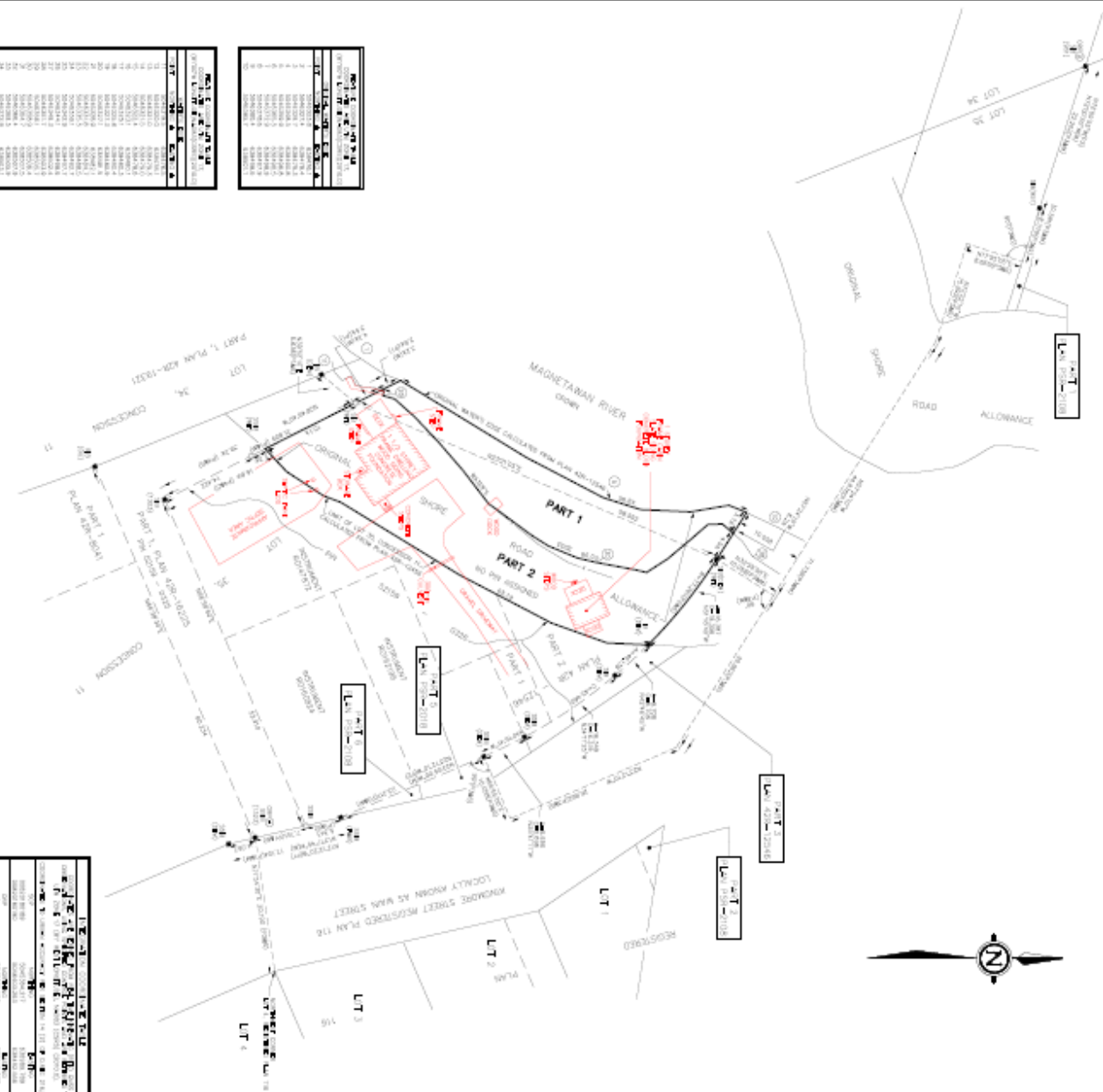
6. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

7. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

8. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

9. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.

10. THE DISTRICT ENGINEER HAS REVIEWED THIS PLAN AND HAS ISSUED HIS APPROVAL THEREON.



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10	100'	100'

DRAFT

T. WOOD & SONS INC.
 110 BAYVIEW AVE.
 SCARBOROUGH, ONT. M1B 2Y9
 TEL: (416) 291-1100
 FAX: (416) 291-1101
 WWW.TWOODSONS.COM



1

APPLICATION TO PURCHASE

SHORE ROAD ALLOWANCE

ROAD ALLOWANCE

Only complete Applications will be processed. Please consult with staff if you have any questions.

REGISTERED OWNER INFORMATION:

Name of Owner(s): LES + CANDY MACKAY
 Address: 65 + 53 MAIN ST. BOX 45
KEARNEY POA 1M 0
 Telephone: 519-851-6768
 Email: lesmackay+mt@hotmail.com

AGENT INFORMATION (if applicable):

Name of Agent: JEFFERY PENGELLY
 Company/Firm: TULLOCH GEOMATICS
 Address: 5 SEGUIN ST.
P.O. BOX PARRY SOUND P2A 1A9
 Telephone: 416-910-5439 Email: _____

CORRESPONDENCE: Please specify to whom all correspondence should be sent: Owner Agent Both

LOCATION OF PROPERTY:

Lot: PART 3E Conc.: 11 Township: PERRY Reference Plan: _____ Part/Block/Lot: _____
 Property Roll No.: 4918-0000-0001-07300-0000 AND 07500
 Civic Address: 5153 MAIN ST, KEARNEY (PIN 52159-0326)
 Water Access only:
MAGNETAWAN RIVER (Name of Waterbody)

DESCRIPTION OF SUBJECT LANDS:

Lot area (ha): _____ Lot Road Frontage (m): 53.19 Water Frontage (m): 53.84
 Lot Depth (m): 53.53 Easements/Right-of-ways: Yes No If yes, describe purpose: _____
 Existing Use of Property: RESIDENTIAL

Are you aware of any previous Planning Act applications on the subject property? Yes No If Yes, please explain:
 Type of application(s): _____
 Date(s): _____

PAST PLANNING ACT APPLICATIONS:

OFFICIAL PLAN / ZONING STATUS:

Official Plan designation: TOWN SITE
 Zoning designation: RTS

What is the proposed future use of the subject lands: RESIDENTIAL (2)

BUILDINGS, STRUCTURES AND USES

Please complete the following for each Building or Structure:

	Building One		Building Two		Building Three	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Type of Building	COTTAGE		BUNKIE			
Setback from Front Lot Line	120		25			
Setback from Rear Lot Line	20		150			
Setback from Side Lot Line RIVER	2		20			
Setback from Side Lot Line DRIVE	81		129			
Height (m)						
Dimensions	23 x 33		18 x 12			
Floor Area	861	SQ FT	216	SQ FT		
Date of Construction	1890		1950			
Existing Use	RESIDENTIAL		GUESTS			

REASONS FOR REQUEST

Please describe the reasons for, and the extent of, the request:

TO MAKE IT RIGHT!

ACCESS

Are the subject lands accessible by:

- Provincial Highway
- Municipal Road (seasonal maintenance)
- Municipal Road (year-round maintenance)
- Right of Way
- Unopened Road Allowance
- Water Access
- Other (describe) _____

SERVICING

- | | | | |
|------------------|-------------------------------------|-------------------------------------|--------------------------|
| | <u>Municipal</u> | <u>Private</u> | <u>Other</u> |
| Water Supply | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sewage Disposal | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Frontage on Road | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- Storm drainage provided by: Sewer Ditch Swale Other: (describe) RIVER

OTHER APPLICATIONS

Are the subject lands also the subject of another Planning Act application? Yes No

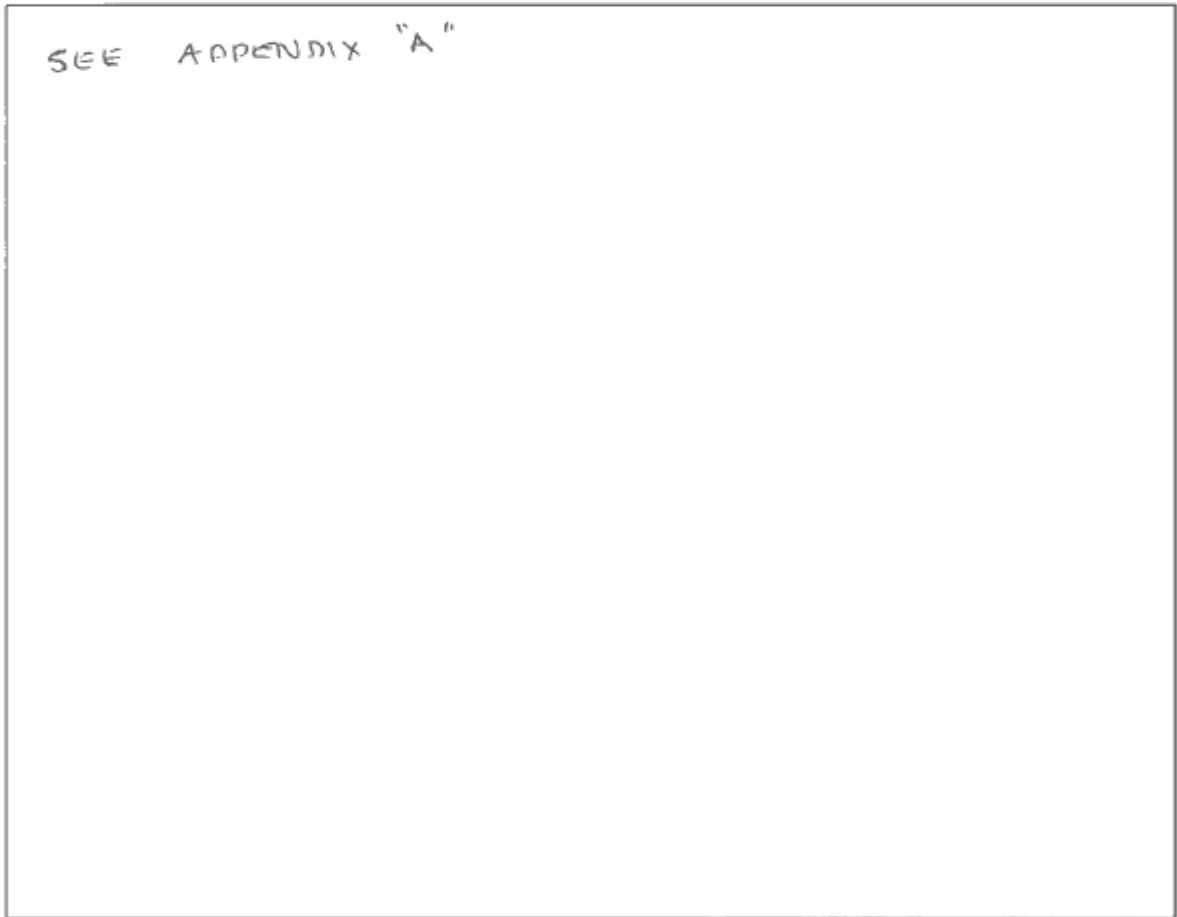
If yes, please provide a brief explanation, including the status of the other application: _____

4

DRAWING

Sketch required showing the following:

- Lot boundaries and dimensions of the subject land;
- The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the building or structures from the front yard lot line, rear yard lot line and side yard lot lines;
- Major features on the subject land and on the surrounding land. Examples include: buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;
- The current uses on land that is adjacent to the subject land;
- The location, width and name of any road allowance, a public travelled road, a private road or a right-of-way;
- N/A If access to the subject land is by water only, the location of the parking and docking facilities to be used; and
- N/A The location and nature of any easement affecting the subject land.



PERMISSION TO ENTER
 I hereby authorize the Elected Members of Town Council and Town Staff, to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this Application. This is their authority for doing so.

SEPT. 19 / 24 _____
 Date Signature of Registered Owner(s) or Agent

FREEDOM OF INFORMATION
 I hereby provide authority for any information contained in this Application, to be released in accordance with the Freedom of Information and Protection of Privacy Act.

SEPT. 19 / 24 _____
 Date Signature of Registered Owner(s) or Agent

PAYMENT OF FEE AND DEPOSIT (As per the Current Fees and Charges By-law)

- Application Fee
- Residential DEPOSIT Fee
- Commercial/Industrial/Institutional DEPOSIT Fee

COST ACKNOWLEDGEMENT
 The DEPOSIT shall be used for all expenses incurred with regard to this Application. I hereby agree to pay for and bear the *entire cost and expense* for Consultants (i.e. planning, legal) and their services required by the Town of Kearney during the processing of this Application, in addition to the Application Fee. An additional deposit shall be required if the deposit is insufficient to complete the Application.

SEPT. 19 / 24 _____
 Date Signature of Registered Owner(s) or Agent

Note: All Invoices for payment shall be sent to the Registered Owner of this Application, unless otherwise requested.
 If the Applicant/Owner is a Corporation, the Applicant/Owner shall provide certification that he/she has the authority to Bind the Corporation.

AFFIDAVIT
 I, LES + CANDY MACKAY, registered owner of the subject lands, declare that all of
 (print name)
 the above information is true and accurate.

SEPT. 19 / 24 _____
 Date Signature of Registered Owner(s) or Agent

ON DESK



Memo

Date: October 17, 2024

To: Mayor, Deputy Mayor and Members of Council

From: Paul Audette, PWS

Subject: John Deer Grader

Recommendation: Council receives this memo for informational purposes for the 870 John Deer Grader and to decide what option best suits the Town as a whole.

Background: On Monday September 30/2024 the 870 John Deer grader blew a hole in the block of the engine taking it out of service and a need to decide moving forward as to what step to take that is the most beneficial for the Town.

Financial Implications:

Quotes received: New 2025 models (quotes attached)

Each dealership was told to price the similar machine for specs, HP, blade width, etc.

1. John Deer (Brandt) – John Deer 770GP Motor grader = \$679,000.00 this comes with a John Deer 5 year/ 5000-hour comprehensive warranty standard 12-month unlimited hours on full machine.
2. Toromont (Cat) – 150 Motor Grader = \$516,000.00 slightly better machine with joystick controls, same warranty as the 140-motor grader.
3. Toromont (Cat) – 140 Lever Motor grader = \$469,116.70 this also is equipped with a 7YR/5500 Powertrain + Hydraulic + Tech Warranty and a standard 12-month complete machine warranty.

Re-Life Option from Brandt - \$207,204.61

The re-life option is basically a rebuild of the major components on our current John Deer Grader new engine, pumps, and drive shafts. The claim from John Deer is that with all the new major components it gives a new life to the machine, no guarantee as to how long it will last though, the untouched portions of the machine remain aged and potentially a repair risk in the near future.

Engine rebuild - Current John Deer Grader

- John Deer quote = \$99,989.93 = replace existing motor with new rebuild
- AFC – rebuild of existing motor = \$45,000.00 - \$55,000.00 approximately. Waiting to hear back for actual quote.

At current the grader resale value is extremely low at approx. \$10,000.00 - \$15,000.00 and would be sold for parts or repaired and resold. Having the engine rebuilt and in turn put the

grader to auction, gov-deals or private sale the value significantly increases and would put the sale price at approximately \$150,000.00 or higher. This option fits well with the purchase of a new machine and will significantly reduce the sale price.

Rental Grader:

Dependent on arrival times of new purchase or to fix the existing grader a rental will need to be ok for the short term. Time of year is not on our side and frost will soon be creeping into the ground which leaves us a small window to regrade all our gravel roads and be ready for the winter season.

Quote from John Deere - \$19,000.00 / monthly @ 176 Hrs. / month, if there is an overage of hours in the month the cost is \$110.00 / Hour. No extended deal if we purchase the new 770GP motor grader.

Quote from Toromont is \$12,000.00 / month @ 176 Hrs. / month if there is an overage of hours in the month the cost is \$80.00 / Hour. This cost only takes affect if the purchase of the grader falls to Toromont. Without purchase the rental price is \$17,500.00 / month.

Prepared by: Paul Audette, Public Works Superintendent

District of Parry Sound



Chief Administrative Officer's Report

September 2024

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.

Association of Municipalities of Ontario (AMO) Conference 2024

In August, I attended the AMO conference in Ottawa alongside my NOSDA counterparts to advocate for the issues impacting the North.

Along with my fellow NOSDA counterparts, we attended deputations with the following ministries:

- Ministry of Health
- Ministry of Long-Term Care
- Ministry of Children, Community and Social Services,
- Ministry of Labour, Immigration, Training and Skills Development
- Solicitor General.



Also, of interest to our work is a campaign by Ontario’s Big City Mayors who are calling on the provincial and federal governments to devote more resources to tackling a surge in homelessness and addictions in communities across the province (see: [Solve the Crisis campaign](#)).

At the conference, Minister Jones announced that Ontario will ban consumption and treatment services sites within 200 metres of schools and child care centres, which will lead to the closure of 10 facilities. That measure will mean the closure of nine sites funded by the provincial government and another self-funded site. Five of the 10 sites set to close are in Toronto, with all but one located in southern Ontario. The Minister also announced plans for addiction recovery with new treatment hubs focusing on mental health and addictions. A total of 375 “highly supportive housing units” will be added, focusing on treatment without safe supply.

Media Release: [Protecting Community Safety and Connecting More People to Addiction Recovery Care | Ontario Newsroom](#)



Home Depot Orange Door Campaign Results

Between June 4th to July 7th, Home Depot customers across Canada were empowered to be a part of the change by making a donation in support of a local charity that provides housing and supportive services during this year's Orange Door Campaign.

During this time, our local store in Parry Sound raised \$7,930.90! Esprit Place Family Resource Centre would like to thank the Home Depot Canada Foundation, staff at the local store, and all donors for their incredible support.



Shelter Campaign -Shoppers Drug Mart

The Shoppers Foundation for Women's Health™ believes that all women should have access to the care and support they need to be healthy and safe. But with more than 2 in 5 women experiencing some form of intimate partner violence in their lifetime, many women in Canada are suffering. Violence against women has a direct and negative impact on the health of women and their families.

Their annual fall 'Giving Shelter' campaign unites all their stores in a fundraising effort to support over 310 local women's shelters and programs across Canada. 100% of donations raised in-store stay in the local community, and this year, **Esprit Place Family Resource Centre** has been chosen as the recipient. This campaign will run from September 7th to October 4th, and Esprit Place staff plan to be on site regularly to support the campaign with information about our programs and services.

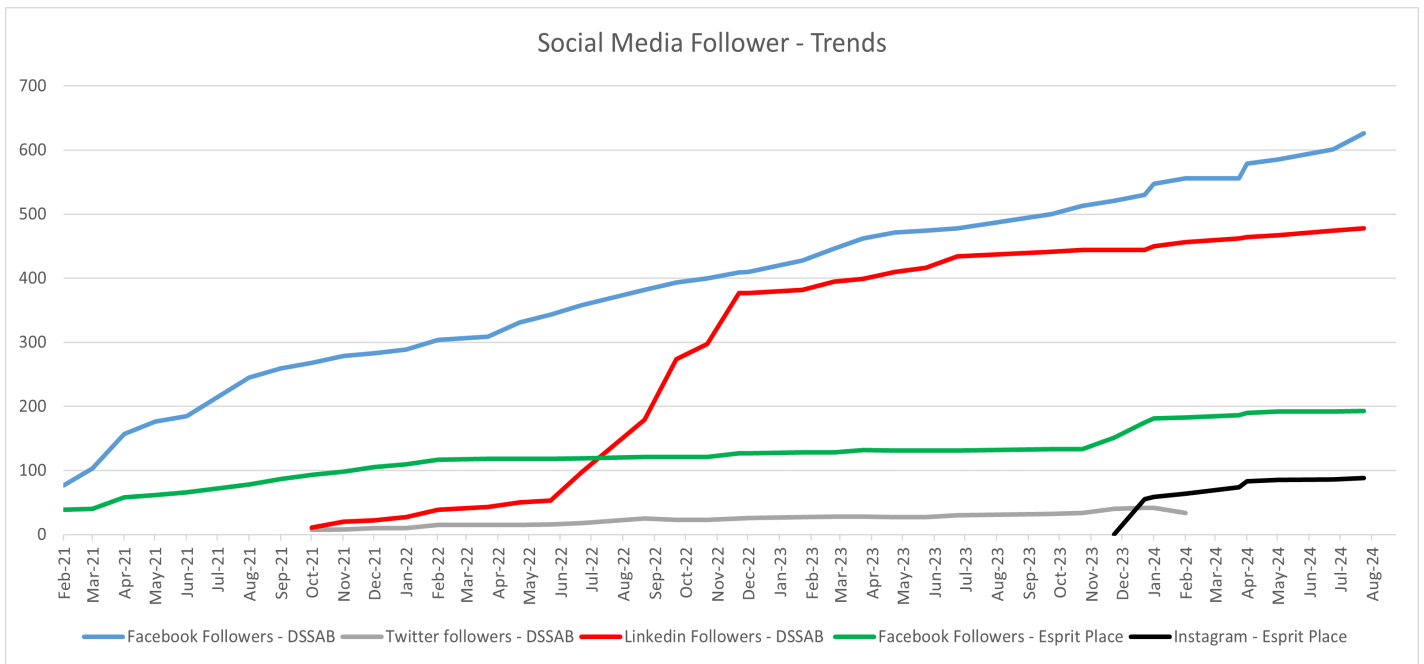


Facebook Pages



A friendly reminder to follow our Social Media Pages

- ◆ [FACEBOOK - District of Parry Sound Social Services Administration Board](#)
- ◆ [FACEBOOK - Esprit Place Family Resource Centre](#)
- ◆ [FACEBOOK—EarlyON Child and Family Centres in the District of Parry Sound](#)
- ◆ [LINKEDIN—District of Parry Sound Social Services Administration Board](#)
- ◆ [INSTAGRAM—Esprit Place Family Resource Centre](#)



Social Media

Facebook Stats

District of Parry Sound Social Services Administration Board	MAR 2024	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024
Total Page Followers	556	579	585	601	626	642
Post Reach this Period (# of people who saw post)	3324	5,647	5024	5213	5510	6261
Post Engagement this Period (# of reactions, comments, shares)	413	724	621	599	609	512

Esprit Place Family Resource Centre	MAR 2024	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024
Total Page Followers	186	190	192	192	193	196
Post Reach this Period (# of people who saw post)	241	310	299	421	526	1782
Post Engagement this Period (# of reactions, comments, shares)	127	43	67	102	26	91

DSSAB LinkedIN Stats https://bit.ly/2YyFHIE	MAR 2024	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024
Total Followers	462	464	467	474	478	485
Search Appearances (in last 7 days)	68	102	125	178	226	184
Total Page Views	54	30	56	26	26	26
Post Impressions	697	846	773	1089	1251	1241
Total Unique Visitors	25	12	22	15	11	13

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	MAR 2024	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024
Total Followers	64	74	83	85	86	93
# of accumulated posts	21	23	25	27	29	34

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District July 2024

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	2	1	0	2	15	20
Toddler (18-30M)	8	4	15	10	24	61
Preschool (30M-4Y)	15	11	20	41	43	130
# of Active Children	25	16	35	53	82	211

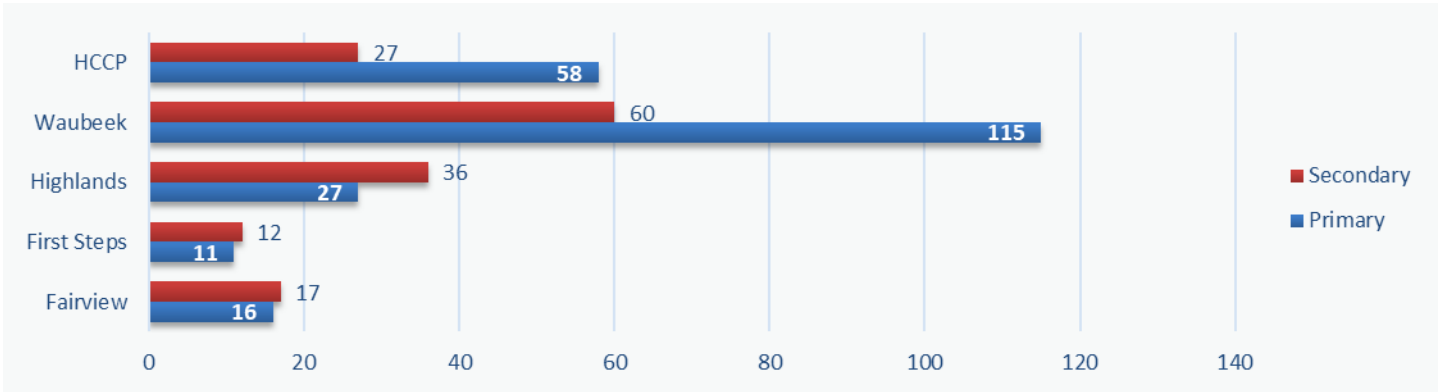
Programs have been able to keep enrollments steady for the summer months to meet the staffing challenges so staff can take some summer vacations. Waubeek ELCCC completed the licensing revisions and has transferred all the children over to 66A Waubeek Street.

School Age Programs July 2024

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	26 enrolled for Sept	8	0
Mapleridge Before School	8 enrolled for Sept	0	0
Mapleridge Summer Program	12	N/A	N/A
Sundridge Centennial After School	10 enrolled for Sept	2	0
Home Child Care	42	6	1
# of Active Children	54		

Mapleridge summer program was at capacity for July and August. Both Mapleridge and Sundridge After School Programs are enrolled to capacity and ready to reopen September 2nd.

Directly Operated Child Care Waitlist by Program July 2024



These waitlist numbers are not reflective of the actual need in the district and are duplications as most families apply to more than one licensed child care program. Child care supervisors have been communicating with families on the waitlists to see what their current needs are as we transition to the new District of Parry Sound Child Care Application Portal (OneHSN).

Inclusion Support Services July 2024

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	3	3	4	2	1	0
Toddler (18-30M)	1	2	3	12	4	1	0
Preschool (30M-4Y)	2	33	35	45	3	1	1
School Age (4Y+)	9	31	40	27	5	0	2
Monthly Total	12	69	81	-	14	3	3
YTD Total	13	75	-	88	36	28	13

**EarlyON Child and Family Programs
July 2024**

Activity	Monthly Total	YTD
Number of Children Attending	913	7089
Number of New Children Attending	48	271
Number of Adults Attending	590	5586
Number of Virtual Programming Events	4	65
Number of Engagements through Social Media	1273	4392
Number of Views through Social Media	21659	95796

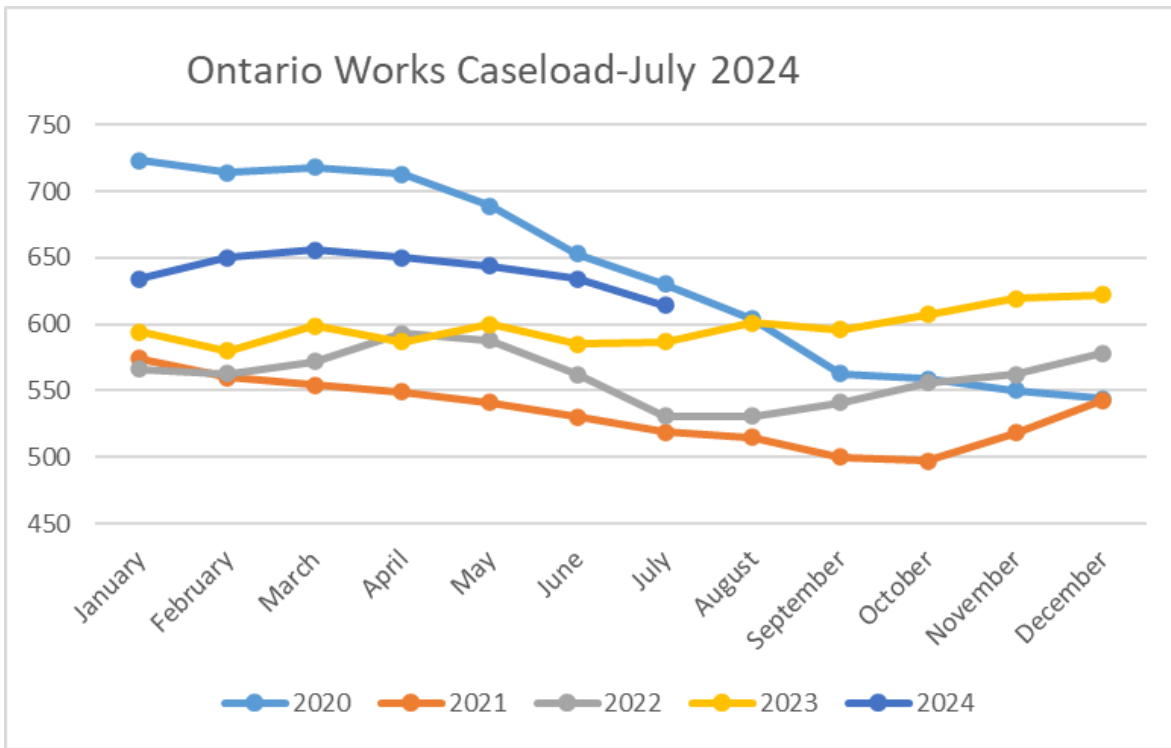
Funding Sources for District Wide Childcare Spaces - July 2024

Funding Source - Active	# of Children	# of Families
CWELCC*	71	66
CWELCC Full Fee	188	187
Extended Day Fee Subsidy	23	22
Fee Subsidy	105	75
Full Fee	9	8
Ontario Works	5	4
Total	401	362

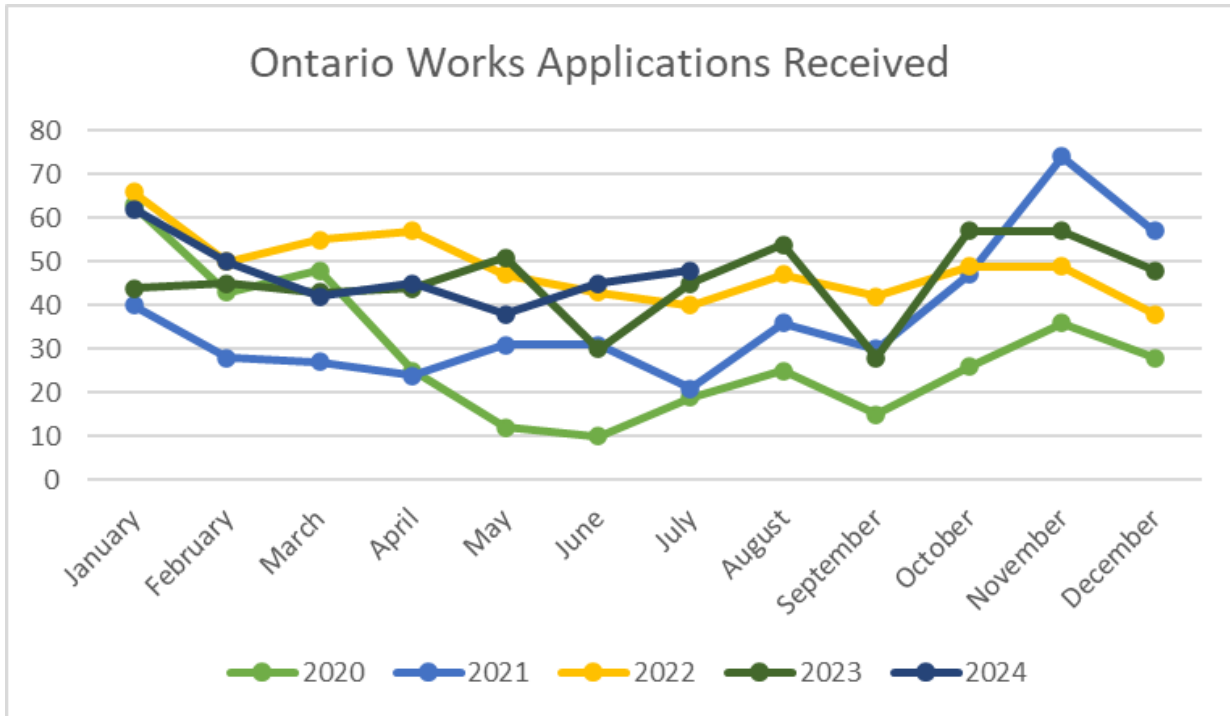
Exits	# of Children	# of Families
Fee Subsidy	4	3
CWELCC Full Fee	2	2
Extended Day Fee Subsidy	2	2
Total	8	7

Funding Source - New	# of Children	# of Families
CWELCC*	2	2
CWELCC Full Fee	6	6
Extended Day Fee Subsidy	18	17
Fee Subsidy	76	53
Full Fee	1	1
Ontario Works	4	3
Total	107	82

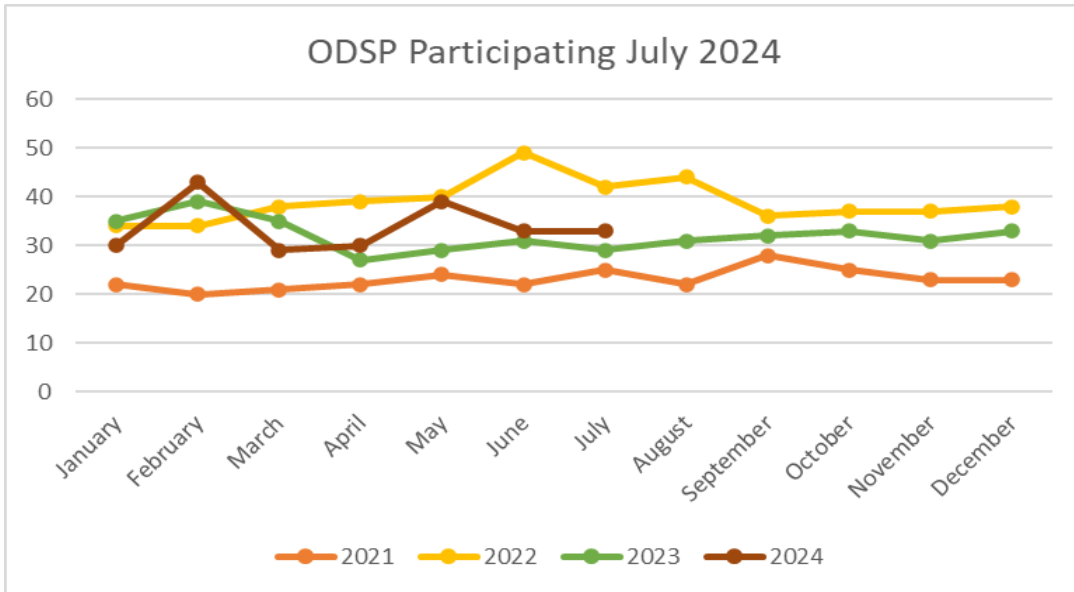
* CWELCC: Canada-Wide Early Learning Child Care; eligible for children 0 - 6



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

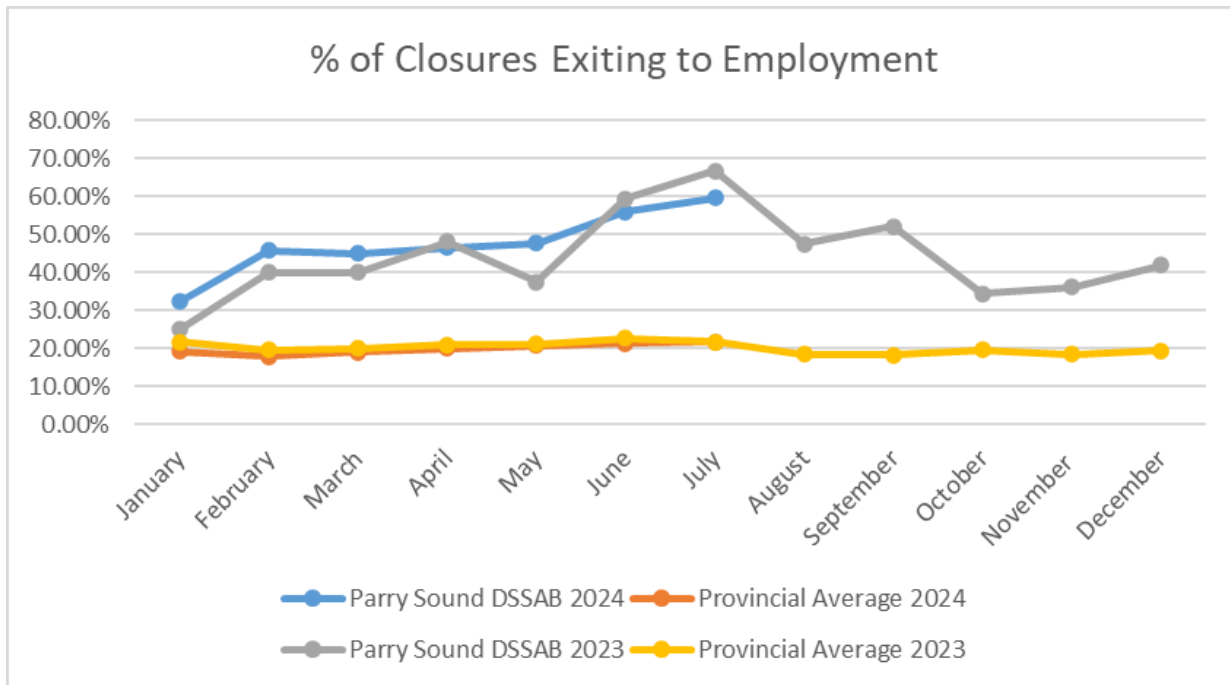


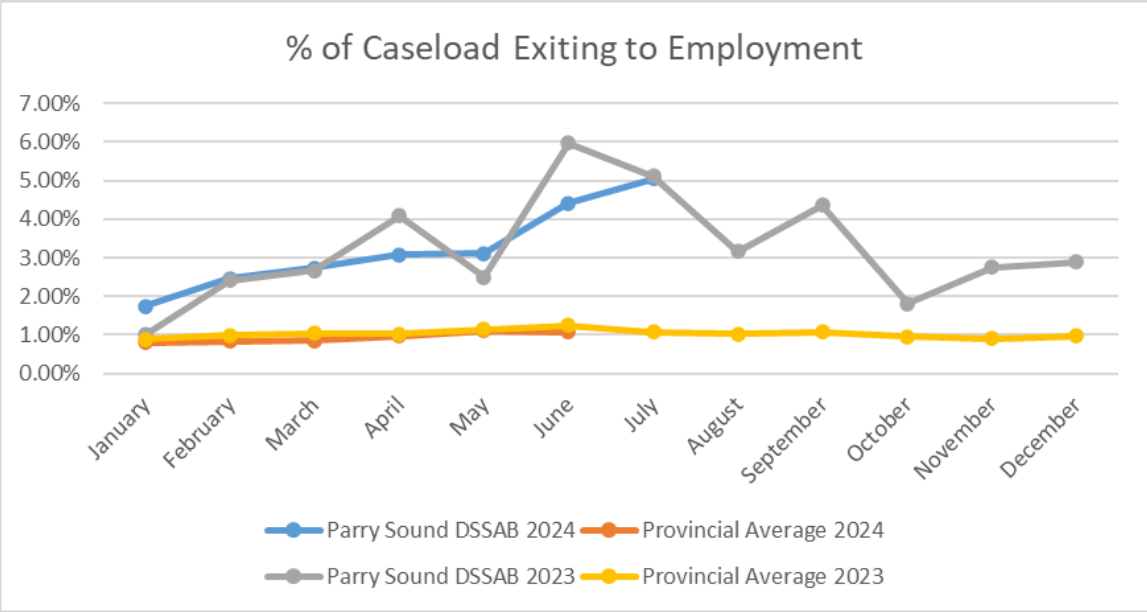
ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to trend down to **614**. We are supporting **33** ODSP participants in our Employment Assistance program. We also have **58** Temporary Care Assistance cases. We received **48** Ontario Works Applications, 40 (80%) of which were online through SADA and managed through IBAU in the month of July..

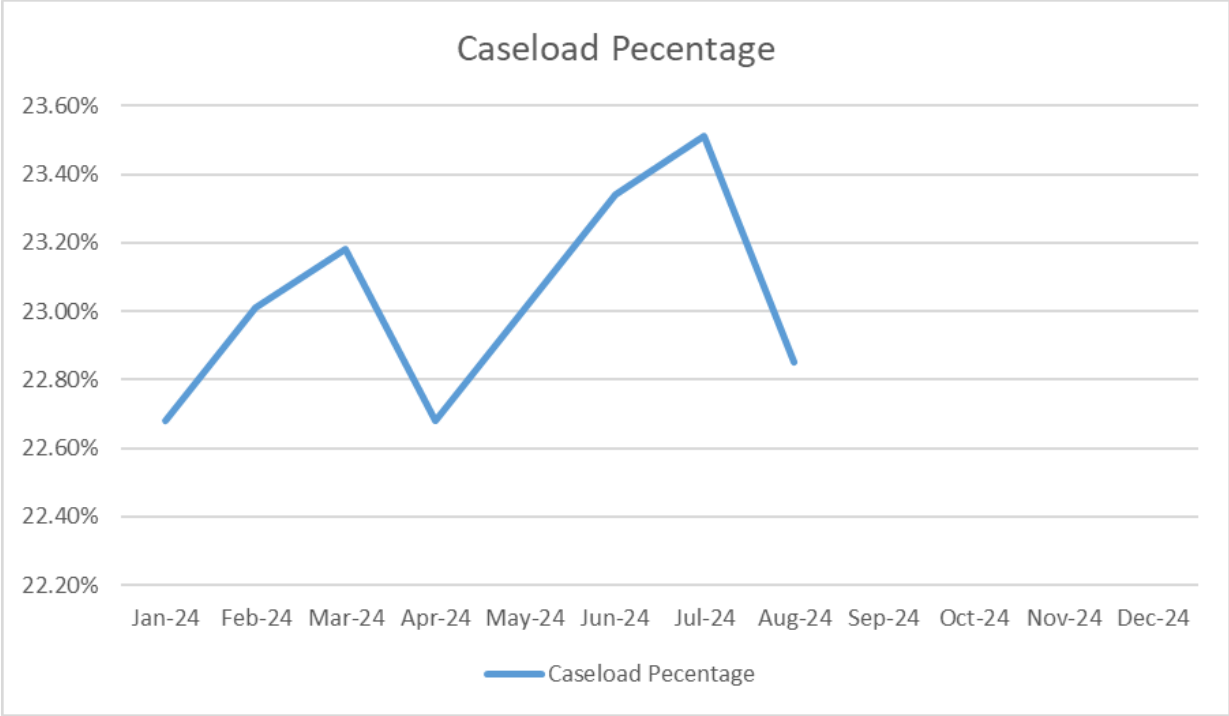
Employment Assistance & Performance Outcomes



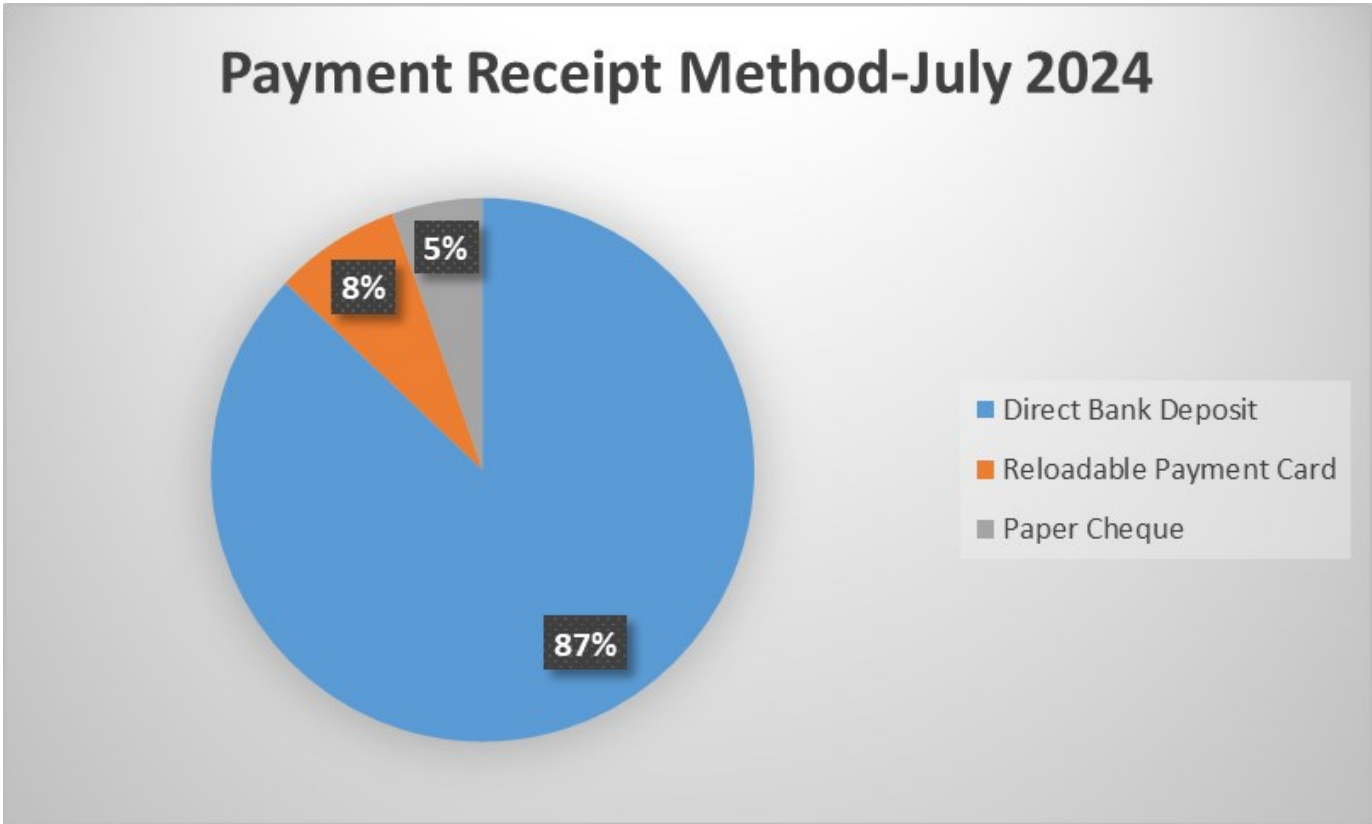


We continue to perform well in our Employment Outcomes. We remain at or near our 2023 levels and remain well above the provincial average.

MyBenefits Enrollment 2024



DBD Enrollment



Housing Stability Program - Community Relations Workers

Support

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

July 2024 Income Source	East	West
Senior	12	14
ODSP	12	26
Ontario Works	5	20
Low Income	23	25

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.

July 2024 Income Source	East	West
Senior	12	18
ODSP	18	14
Ontario Works	14	15
Low Income	9	35

Contact/Referrals

July 2024	East	West	YTD
Homeless	0	3	29
At Risk	1	2	53
Program Total (Esprit In Shelter Clients calculated in Homelessness Numbers)			82
Esprit Outreach Homeless	0	0	0
Esprit Outreach at Risk	0	0	0
Esprit in Shelter	1		3

Short Term Housing Allowance

	Active	YTD
July 2024	6	11

Housing Stability: Household Income Sources and Issuance from HPP:

July 2024 Income Source	Total	HPP
Senior	1	\$1000.00
ODSP	9	\$2403.66
Ontario Works	1	\$5331.59
Low Income	5	\$1180.58

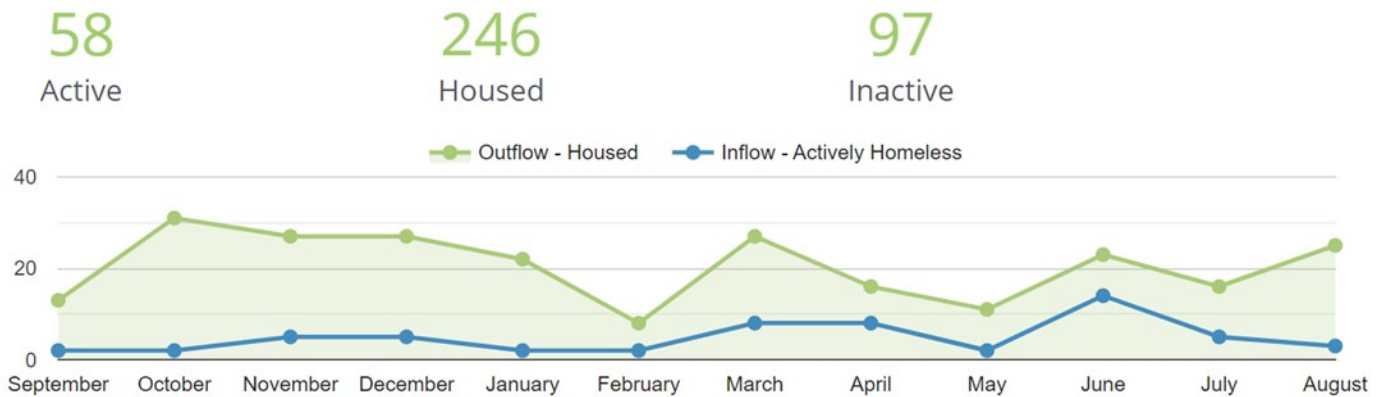
July 2024 Reason for Issue	Total
Rental Arrears	\$1500.00
Utilities/Firewood	\$2180.58
Transportation	\$115.00
Food/Household/Misc	\$6120.25
Total	\$9915.83

Ontario Works: Household Income Sources and Issuance from HPP

July 2024 Income Source	Total	HPP
Senior	2	\$1047.04
ODSP	13	\$9098.89
Ontario Works	8	\$5787.59
Low Income	7	\$7040.28

July 2024 Reason for Issue	Total
Rental Arrears	\$4969.20
Utilities/Firewood	\$2227.62
Transportation	\$772.87
Food/Household/Misc.	\$14721.61
Emergency Housing	\$282.50
Total	\$22,973.80

**By-Name List Data
September 1, 2021– July 31, 2024**



Housing Programs

**Social Housing Centralized Waitlist Report
July 2024**

	East Parry Sound	West Parry Sound	Total
Seniors	53	146	199
Families	117	465	582
Individuals	551	183	734
Total	721	794	1515
Total Waitlist Unduplicated			445

**Social Housing Centralized Waitlist (CWL) 2023 - 2024 Comparison
Applications and Households Housing from the CWL**

Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5	1	13			Jan	3		2	1	
Feb	5	1	10			Feb	5		11	1	
Mar	6		35			Mar	7		3	3	
Apr	11		17	6		Apr	10	1	7		
May	13	2	9	2		May	4	1	5	1	
June	9	1	2	1		June	1		15	3	
July	5	1	5	1		July	9	1	19		
Aug	14	1	3	1		Aug					
Sept	12		4			Sept					
Oct	8	1	1	4	2	Oct					
Nov	12		3			Nov					
Dec	1		2	3	3	Dec					
Total	101	8	104	18	5	Total	39	3	62	9	

SPP = Special Priority Applicant

- Housing Programs approved 9 new applications to the centralized waiting list in the month of July, with 1 application being approved Special Priority Placement.
- We are wrapping up our annual waitlist update and had 19 applications cancelled for varying reasons. Some of these reasons include: requested cancellations, arrears with housing providers, no contract, and income in excess.

**Parry Sound District Housing Corporation
July 2024**

Activity for Tenant Services

	Current	YTD
Move outs	0	23
Move in	1	21
L1/L2 forms	0	4
N4 - notice of eviction for non payment of rent	1	3
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	3
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 (formal & informal)	0	44
No Trespass Order	0	4
Tenant Home Visits	28	207
Mediation/Negotiation/Referrals	18	116
Tenant Engagements/Education	1	26

**Property Maintenance & Capital Projects
July 2024**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 6 units have been treated for bedbugs
Vacant Units	13	one-bedroom (10); multiple bedroom (3) (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	5-one bedroom, 1-studio vacant
After Hours Calls		Fire Supervisory Signal trouble reset, partial power outage in unit, hot water tank trouble, bathroom light flickering, laundry door locked, smoke detector batteries, leak under sink, water in basement
Work Orders	92	Purchase Orders were created for maintenance work and related materials
DSSAB Ticket	44	DSSAB Tickets are logged for maintenance or repairs required for any of the DSSAB buildings (separate from the Housing Stock)
Annual Inspections	1	One apartment building

Capital information is captured in Quarterly Reports.

Esprit Place Family Resource Centre

Emergency Shelter Services	July 2024	YTD
Number of women who stayed in shelter this month <i>This month's stats include women who were housed in a hotel</i>	1	31
Number of children who stayed in the shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	17	853
Number of days at capacity	0	0
Number of days over capacity	0	0
Overall capacity %	-	-
Resident bed nights (women & children)	-	-
Phone interactions (crisis/support)	32	209

- Please note: Esprit Place closed for renovations mid April, statistics are reflective of minimum occupancy during closure preparations, but accurately reflect outreach and business day crisis line management.
- We are also currently housing 2 families in transitional housing units.

Transitional Support	July 2024	YTD
Number of women served this month	3	7
Number of NEW women registered in the program	3	6
Number of public ed/groups offered	0	0

Child Witness Program	July 2024	YTD
Number of children/women served this month	3	7
Number of NEW clients (mothers and children) registered in the program	1	4
Number of public ed/groups offered	1	1



Welcome to our September 2024 Newsletter

Included in this issue:

- WQM & LPP
- Bears
- Santa Claus Charity
Water Ski Show



WQM & LPP

By Stan Walker

Our Water Quality Monitoring (WQM) program has been completed for this year. *Many thanks to all our Lake Stewards who help to make this valuable program possible!* This program would not be possible without their assistance.

Many of these same people also participate in the Lake Partners Program (LPP) run by the Ministry of the Environment (which we know as DESC based in Dorset). The raw LPP data for our lakes up to the end of 2022 is on the KWEF website: www.kwef.ca.

***Lake Partners Volunteers: please send copies of your Secchi readings to me by email:
stan.kwef@gmail.com.***

If anyone is planning on not continuing with the Lake Partners Program next year, please let us know.

If you know of someone who would like to take over your volunteer job that would be great, otherwise we will try to find a replacement. It is important to keep each of our lakes continuously enrolled in this program.

Thanks again for everyone's help and support!

We plan to create graphs of the LPP Secchi and TP (Total Phosphorous) data for each lake and add that to the website as well. Graphing the data makes it easier to identify trends or similarities between the lakes. I also need to get busy this fall and get all the WQM reports up on our website.



Bears

In the past month, there have been a number of bear sightings in Kearney. In Ontario, black bears can range from black to cinnamon or brown in colour. All are considered black bears. They live throughout most of Ontario, and primarily inhabit forested areas where they are best able to find food, refuge and den sites.

Bears' entire life revolves around food. When they are not hibernating, bears spend most of their time looking for food. From the time they come out of hibernation until berry crops are available, bears live off their stored fat and the limited energy provided by fresh spring greens. Although they are formally classified as carnivores, meaning they mostly eat meat, their diet is truly omnivorous, meaning they eat both plants and animals. They get most of their food energy by feeding on summer berry crops like blueberries, raspberries, and cherries. In the fall, they turn their attention to hazel nuts, mountain ash, acorns and beech nuts.

Though black bears will eat carrion, insects, fish, deer fawns and moose calves, the bulk of their diet is plant material. Their natural preference is to find lots of high energy food, like berry patches, that will help them fatten up fast. Their survival and ability to have and raise young depend on their ability to put on weight before going into winter hibernation. The availability of their natural food varies from season to season and from year to year and will affect their reproduction rate.

When there is a lot of natural foods available, the number of reported bear sightings are lower. When natural food sources are scarce, reported sightings are higher because black bears will look for alternative food sources, sometimes in urban or developed areas.

Bears need 20,000 calories a day to prepare for hibernation— that's 78 pounds of blueberries, 672 acorns, nearly 25,000 tent caterpillars or one seven-pound birdfeeder filled with black oil sunflower seed.

Black bear sizes will vary greatly year over year and depend on the availability of natural foods.

When fully grown female black bears can weigh up to 300 pounds, but on average weigh 140 pounds. Male black bears can weigh up to 500 pounds, but on average weigh 200-250 pounds

Most human-bear conflicts occur when bears are attracted by smells and rewarded with an easy meal. When bears pick up a scent with their keen noses, they will investigate it – even at your house. If bears are rewarded with feasts of bird food, garbage or pet food, they will return as long as the food source is available. It takes all of us working together to eliminate these attractants and to stop bear problems.

Here are some tips to help avoid these unwanted visitors:

- ✓ fill bird feeders only through the winter months
- ✓ keep your pets on a leash
- ✓ store garbage in a bear-resistant container with a tight-fitting lid, secure shed or garage
- ✓ do not store garbage in plywood boxes, old freezers or vehicles
- ✓ do not stockpile garbage — take it to an approved waste disposal site regularly
- ✓ if you have garbage pickup, only put garbage out on garbage day, not the night before
- ✓ keep meat scraps in the freezer until garbage day
- ✓ remove grease and food residue from barbecue grills, including the grease trap, after each use
- ✓ do not use outdoor fridges or freezers, including beverage fridges, as these may attract bears to your property
- ✓ do not put meat, fish or sweet food, such as root vegetables and fruit in your outdoor composter
- ✓ pick all ripe fruit off trees, and remove vegetables and fallen fruit from the ground
- ✓ never purposely feed bears (or other wildlife) or try to approach them



If you are a seasonal resident or snowbird, before you leave your house or cottage for an extended period of time, make sure that you:

- ✓ Remove your garbage
- ✓ Use a strong disinfectant to eliminate all odours from garbage and recycling containers and lids
- ✓ Never discard cooking grease outside: place it in a container with a lid, transfer it to a plastic bag and include it with other properly stored garbage
- ✓ Clean and store your barbeque in a secure shed
- ✓ Do not leave any food or food scraps outdoors for pets or other wildlife
- ✓ Do not leave scented products outside; even non-food items like suntan lotion, insect repellent, soap and candles attract bears
- ✓ Close and lock all windows and doors
- ✓ Have someone you trust check in and look for signs of a bear visitor or break in

Source: www.ontario.ca

SATURDAY, NOVEMBER 2ND 2024
1PM, MIRROR BAY, KEARNEY



**SANTA CLAUS
CHARITY SKI SHOW**

IN SUPPORT OF THE LIONS CLUB FOOD DRIVE

DONATE VIA E-TRANSFER TO SANTASKISHOW@GMAIL.COM



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

THE CORPORATION OF THE TOWN OF KEARNEY

BY-LAW No. 2024-44

**BEING A BY-LAW TO ESTABLISH AND REGULATE
FIRE AND EMERGENCY SERVICES IN THE TOWN OF KEARNEY**

WHEREAS Section 8 of the *Municipal Act, S.O. 2001, c. 25*, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act.

AND WHEREAS Section 9 of the *Municipal Act, S.O. 2001, c. 25*, as amended, provides that Section 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable municipalities to govern their affairs as they consider appropriate and, (b) enhance their ability to respond to municipal issues.

AND WHEREAS the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, Part II, section 5(10), permits the Council to establish and regulate a fire department.

AND WHEREAS the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, requires every municipality to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention and to provide such other Fire Protection Services as it determines may be necessary in accordance with its needs and circumstances.

AND WHEREAS the *Fire Protection and Prevention Act, S.O. 1997, c.4*, as amended, permits a Council of a municipality to establish, maintain and operate a Fire Department for all or any part of the municipality.

AND WHEREAS the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, requires a municipality that establishes a Fire Department to provide fire suppression services and permits the Fire Department to provide other Fire Protection Services in the municipality.

AND WHEREAS the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, requires a municipality that establishes a Fire Department to appoint a Fire Chief.

AND WHEREAS the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, authorizes a Council of a municipality to pass By-laws under the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, to regulate fire prevention, to regulate the setting of open-air fires and to designate private roads as fire routes.

BE IT THEREFORE ENACTED by the Municipal Council of the Corporation of the Town of Kearney, as follows:

Part I – Definitions

- 1.1 **Approved** shall mean approved by the Municipal Council.
- 1.2 **Awareness Level** this level represents the minimum capability of organizations that provide response to technical incidents. Responders are expected to recognize the presence of the hazard, protect themselves, call for trained personnel and secure the scene.
- 1.3 **Automatic Aid** means any agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department is capable of responding more quickly than any fire department situated in the other municipality, or a municipality agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department in the municipality is capable of providing the quickest supplemental

- response to fires, rescues and emergencies occurring in the part of another municipality.
- 1.4 **Clerk Administrator** shall mean the person appointed by By-law by the Municipal Council to act as Clerk Administrator.
- 1.5 **Corporation** shall mean the Corporation of the Town of Kearney.
- 1.6 **Council** shall mean the Council of the Corporation of the Town of Kearney.
- 1.7 **Department** shall mean the Kearney Fire and Emergency Services Department.
- 1.8 **Deputy Fire Chief** shall mean the person appointed by By-law by the Municipal Council to act in the place of the Fire Chief in his/her absence, or in the case of a vacancy in the position of Fire Chief.
- 1.9 **Emergency Management Committee** means the group of municipal officials that are responsible to ensure that local programs and committees are developed as required to enable the emergency management process in accordance with the requirements of the *Emergency Management and Civil Protection Act*.
- 1.10 **Fire Chief** shall mean the person appointed by *council to act as fire chief for the Corporation and who is ultimately responsible to council as set out in the Fire Protection and Prevention Act*
- 1.11 **Fire Code** means *Ontario Regulation 213/07, as amended, and any successor regulation.*
- 1.12 **Fire Department** shall mean *Kearney Fire and Emergency Services.*
- 1.13 **Firefighters Association** shall mean the Kearney Firefighters Association.
- 1.14 **Fire Prevention Officer** shall mean a person appointed by By-law by the Municipal Council and assigned to undertake fire prevention services and may include a volunteer firefighter.
- 1.15 **Fire Protection Services** shall mean a range of programs designed to protect the lives and property of the inhabitants of the fire department response area from adverse effects of fire, sudden medical emergency or exposure to dangerous conditions created by human or nature and includes fire suppression, fire prevention, public education, communication, training of persons involved in the provision of fire protection services, rescue and emergency services and the delivery of all those services.
- 1.16 **Firefighter** shall mean a Fire Chief or any other volunteer person appointed by Council to be a volunteer fire fighter and assigned to undertake fire protection services with the Kearney Fire and Emergency Services Department.
- 1.17 **Joint Training Officer** shall mean the person appointed by the participating group of Municipalities to provide training to the respective volunteer firefighters.
- 1.18 **Limited Services** means a variation of services significantly differentiating from the norm as a result of extenuating circumstances, such as *deployment of Volunteer Fire Fighters in sufficient numbers to safely carry out the delivery of Fire Protection Services*, environmental factors, obstructions, remote and/or island properties, private roadways, lanes and drives, *obstructions, or extraordinary hazards or unsafe conditions.*
- 1.19 **Member** means a volunteer Firefighter with the Kearney Fire and Emergency Services Department including all Officers of the Kearney Fire and Emergency Services.
- 1.20 **Municipality** shall mean The Corporation of the Town of Kearney.
- 1.21 **Mutual Aid** means a program to provide/receive assistance in the case of a major emergency in a municipality, community or area where resources in a municipality, community or area have been depleted, but does not include Automatic Aid.

- 1.22 “**Officer**” means Fire Chief, Deputy Fire Chief, Chief Training Officer, Captain, Acting Captain, Training Officer, Fire Prevention Officer, or any person designated by the Fire Chief to supervise Firefighters.
- 1.23 **Operational Level** this level implements supporting actions to protect nearby persons, environment and property from the effect of the emergency. Persons competent at the operations level are assigned to support the technician and other personnel, provide strategic and tactical recommendations to the on-scene incident commander. Act as a liaison between the technician, response personnel and other outside resources.
- 1.24 **Volunteer Fire Firefighter** shall mean a person who voluntarily acts for the Corporation of the Town of Kearney as a Firefighter for a nominal consideration, honorarium, training or activity allowance.
- 1.25 “**Water access only properties**” means properties only accessible by travel onto a body of water or on too ice over a body of water.

Part II – Establishment

- 2.1 A *fire* department for the Town of Kearney, to be known as the Kearney Fire and Emergency Services is hereby established and continued under this By-law and the head of this Department shall be known as the Fire Chief.
- 2.2 The mission and goals of the Fire Department shall be those contained in **Appendix “A”**.

Part III – Composition

- 3.1 The Kearney Fire and Emergency Services Department shall consist of the Fire Chief, Deputy Fire Chief, Captains, other Officers, fire fighters, first responders *radio operators* and any other person(s) as may be authorized or considered necessary from time to time by the Fire Chief in consultation with the Council.
- 3.2 The Kearney Fire and Emergency Services Department shall be organized as per the Organizational Structure contained in **Appendix “B”** of this By-law.
- 3.3 The Kearney Fire and Emergency Services Department shall provide fire protection services as approved by the Council, contained in **Appendix “C”** of this By-law.
- 3.4 The Fire Chief may recommend to the Council the appointment of any qualified person as a member of the Department, subject to the approved policies of the Corporation.
- 3.5 A person appointed by Resolution of Council as a member of the Kearney Fire and Emergency Services Department shall be on probation for a period of one (1) year, during which period the probationary member shall take such training and examinations as may be required by the Fire Chief and/or the Joint Training Officer.
- 3.6 If a Probationary Member fails any such examinations, the Fire Chief must recommend to Council, appropriate actions.
- 3.7 A person is qualified to be appointed as a Member of the Department for Fire Protection Services who:
- a) Is of good character.
 - b) Passes a medical examination by a physician.
 - c) Passes the required physical tests.
 - d) Lives within a reasonable distance for responding requirements.
 - e) Possesses a valid driver’s license.
 - f) Is not over the age of sixty (60) years if performing fire suppression.
- 3.8 If a physician finds that a member is physically unfit to perform his/her assigned duties, the Fire Chief must recommend to Council appropriate action(s).
- 3.9 The Fire Chief shall provide a written report to Council, that may recommend a reprimand, suspension or dismissal of any Member for any of the following:

insubordination, inefficiency, misconduct, tardiness, other performance issues or noncompliance with any of the provisions of this By-law or general orders and Departmental rules, that in the opinion of the Fire Chief would be detrimental to the discipline, performance and efficiency of the Department. Any disciplinary action shall be carried out within three (3) business days of the direction of Council.

- 3.10 The Fire Chief shall provide to the Member, in writing, the disciplinary action as determined by Council. A copy shall be provided to the Clerk Administrator.
- 3.11 Within three (3) business days of the disciplinary action(s) as authorized in Section 3.9, the Fire Chief shall submit a written report to Council.
- 3.12 A Member shall not be dismissed without being afforded the opportunity for a hearing before Council, providing he/she makes a written request for such hearing within seven (7) days after receiving his/her notice of dismissal.
- 3.13 The remuneration of all Members of the Department shall be as determined by the Council from time to time.

Part IV- Limited Services

4. *In consideration of the reliance by the Fire Department on the response of Volunteer Firefighters, whose deployment to emergencies in sufficient numbers cannot in all instances be guaranteed, adverse climate conditions,, delays or unavailability of specialized equipment required by the Fire Department, or other extraordinary circumstances which may impede the delivery of Fire Protection Services, any Approved service set out in schedule "C" may from time to time be provided as a limited service as defined in this by-law, as determined by the Fire Chief, his or her designate, or the highest ranking Officer in charge of the response.*

Part V - Duties of Fire Chief

4. The Fire Chief is responsible to the Council under the direction of the Clerk Administrator for the proper administration and operation of the Department and the disciplinary measures of its members as authorized by Council.

The Fire Chief:

4.1 Shall develop and publish such written operational guidelines, general orders and Departmental rules as may be necessary for the care and protection of the Department's equipment and personnel, and for the efficient operation of the Department, provided that such orders and rules do not conflict with the provisions of any By-laws of the Municipality

4.2 Shall be the head of the Fire Department and is ultimately responsible to Council, through the Clerk Administrator, for proper administration and operation of the Fire Department including the delivery of Fire Protection Services. The Fire Chief shall be a fully contributing member of the Corporation's Senior Management Team reporting to the Clerk Administrator and will perform the duties of Emergency Control Group member as required.

4.3 Shall be authorized to make such general orders, policies, procedures, rules and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation and for the prevention, control and extinguishment of fires, the protection of life and property and the management of emergencies and without restricting the generality of the foregoing;

- 4.3.1 For the care and protection of all property belonging to the Fire Department.

- 4.3.2 For arranging for the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department.
- 4.3.3 For arranging and the implementation of automatic aid, mutual aid and other negotiated fire protection and emergency service agreements within the Corporation's borders and/or within the municipal borders of adjoining municipalities.
- 4.3.4 Shall consult with Council for determining and establishing the qualifications and criteria for employment or appointment and the duties of all members and administrative support staff of the Fire Department.
- 4.3.5 Shall develop a Department Promotional Policy for adoption by Council based on such evaluations, written, practical and oral examinations as deemed necessary.
- 4.3.6 When, in the opinion of the Fire Chief, all other factors for the promotion of two or more members are equal, seniority of service in the Department governs the decision for promotion.
- 4.3.7 Shall, with the assistance of Deputy Fire Chief, evaluate all members of the Department who are participating in an examination for promotion.
- 4.3.8 For the conduct and discipline of members and administrative support staff of the Fire Department.
- 4.3.9 Shall prepare and upon approval by Council, implement and maintain a departmental fire service plan and program for the Corporation.
- 4.3.10 For assistance, as a contributing member of the Emergency Management Committee, in the preparation, implementation and maintenance of any emergency plans, organizations, services or measures established or to be established by the Corporation.
- 4.3.11 Ensure the Joint Health and Safety Committee performs, meets, and provides recommendations to Administration as required by legislation, and further that all staff conform and abide by safety practices to ensure a safe workplace.
- 4.3.12 For reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer, the facts upon the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the *Fire Protection and Prevention Act, 1997*, S.O., c.4, as amended;
- 4.3.13 For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department and reporting of same to the Office of the Fire Marshal.
- 4.3.14 For keeping such other records as may be required the Corporation and the *Fire Protection and Prevention Act, 1997*, S.O., c.4, as amended.
- 4.3.15 For preparing and presenting the annual estimates of the Fire and Emergency Services Department to Council and for exercising control over the budget approved by Council for the Fire and Emergency Services Department, provided that such general orders, policies, procedures, rules, regulations and other measures do not conflict with the provisions of this By-law or any other By-law of the Corporation.
- 4.3.16 For preparing and presenting reports of the Kearney Fire and Emergency Services Department to Council.
- 4.3.17 Perform other duties as assigned and shall comply with all other requirements of the job description and abide by all orders, policies, procedures, rules and regulations as provided.
- 4.3.18 Shall take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property

and shall enforce all Municipal By-laws respecting fire prevention and exercise the powers imposed on him/her by the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, and the Fire Chief or his/her designate shall be empowered to authorize Fire Department Members to:

- i. pull down or demolish any building or structure to prevent the spread of fire.
- ii. take such necessary action which may include boarding up or barricading of buildings or property to guard against fire or other dangerous risk or accident.
- iii. recover expenses incurred by such necessary action in a manner provided by the *Municipal Act; 2001*, as amended.

4.4 Shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules and regulations made under this By-law and for the enforcement of any other By-laws of the Corporation respecting Fire Protection Services, and shall review periodically such By-laws, including this By-law, recommend to Council such amendments as the Fire Chief considers appropriate.

4.5 The Fire Chief shall have all powers, rights, and duties assigned to a Fire Chief under the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended, including, without limitation, the authority to enforce compliance with the Fire Code. Further, the Fire Chief shall be afforded the ability to take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all municipal By-laws respecting fire prevention.

4.6 The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization (local, regional, provincial or federal) as required by Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Corporation.

4.7 The Fire Chief shall report all fires to the Fire Marshal as required by the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended.

Part VI – Supervision

5.1 The Deputy Fire Chief(s) shall be the second ranking officer of the Fire Department and shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to him or her by the Fire Chief and shall act on behalf of the Fire Chief in case of absence or vacancy in the office of Fire Chief.

5.2 The members and administrative support of the Fire Department while on duty shall be under the direction and control of the Fire Chief or the next ranking Officer present in any place.

5.3 When the Fire Chief designates a member to act in place of an Officer in the Fire Department, such member, when so acting, has all the powers and shall perform all the duties of the Officer replaced.

5.4 The Fire Chief and all other Officers of the Department shall protect and guard all property entrusted to their care and the Chief, all Officers and all members, insofar as lies in their power, shall take proper measures to protect all members of the Fire Department from accident, injury or death as a result of duty.

- 5.5 Matters pertaining to or affecting the Fire Department or its operation,- shall be discussed in consultation with the Fire Chief.
- 5.6 Every member and administrative support staff person shall conduct themselves in accordance with the general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention while on duty to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the *Fire Protection and Prevention Act, 1997, S.O., c.4*, as amended.

Part VII – Members

- 6.1 Notwithstanding the provisions of any general orders or Departmental rules, the following provisions shall apply to all Members:
- 6.1.1 No Member, while in uniform, shall enter any premises where alcoholic beverages are sold or consumed, except with express permission or in the performance of his/her Department duties.
- 6.1.2 No Member shall respond for duty if his/her ability is impaired by the use of intoxicating beverages or drugs.
- 6.1.3 No Member shall consume any intoxicating beverage or drug while on duty.
- 6.1.4 No Member shall solicit the influence or support of anyone in order to secure a transfer, promotion or other advantage; and
- 6.1.5 No Member shall solicit or conduct business other than that of the Fire Department business while in uniform.

Part VIII – Emergency Responses Outside Limits of the Municipality

- 7.1 The Fire Department shall not respond to a call with respect to a fire or an emergency incident outside the limits of the municipality except with respect to a fire or an emergency:
- 7.1.1 that in the opinion of the Fire Chief threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality.
- 7.1.2 in a municipality with which an *approved* agreement has been entered into to provide fire protection services *which may include automatic aid*.
- 7.1.3 at the discretion of the Fire Chief, to a municipality authorized to participate in the Mutual Aid plan established by a *Fire Coordinator appointed by the Fire Marshall or any other similar reciprocal plan or program or Chief*
- 7.1.4 *On property beyond the municipal boundary where the Fire Chief or designate determines immediate action is necessary to preserve life or property and the appropriate department is notified to respond and assume command or establish alternate measures acceptable to the Fire Chief or designate.*

Part VIII – Enactment

This By-law comes into effect on the day it is passed by Council.

That By-law 2012-35 is hereby repealed in its entirety.

READ A FIRST AND SECOND TIME, THIS 26th DAY OF September, 2024.

THE CORPORATION OF THE
TOWN OF KEARNEY

Cheryl Philip, Mayor

Nicole Gourlay, Clerk Administrator

READ A THIRD TIME AND FINALLY PASSED THIS 26th DAY OF September, 2024

THE CORPORATION OF THE
TOWN OF KEARNEY

Cheryl Philip, Mayor

Nicole Gourlay, Clerk Administrator

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Appendix "A"

Kearney Fire & Emergency Services Mission Statement and Roles of the Department

The Kearney Fire and Emergency Services Department is committed to providing professional, responsive, efficient and effective service to all of the residents and visitors of the Town of Kearney. When called upon we will provide rapid and professional response to all emergency situations and attempt to minimize the loss of life and property from fire, medical emergency or disaster. We will show compassion for all those involved and be committed to the protection of the environment. *We accomplish our mission through prevention, emergency response services, education and training.*

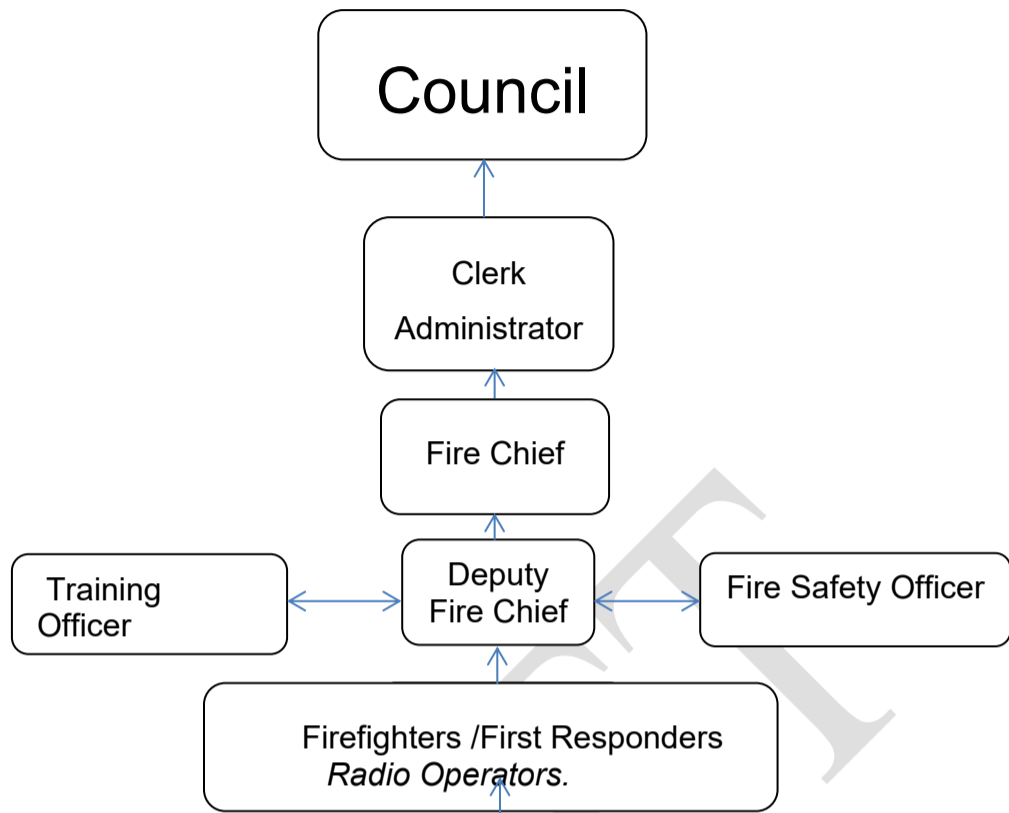
In order to achieve the mission of the Kearney Fire and Emergency Services Department, the necessary resources and financial support must be in place and the following goals shall be met:

1. Regular review of the fire services requirements of the Municipality.
2. Provide an administrative process consistent with the needs of the Department.
3. Ensure that fire suppression apparatus, equipment and personnel are available within the municipality to provide adequate response to a citizen's call within a reasonable length of time.
4. Provide departmental training to an accepted standard which will ensure the continuous up-grading of all personnel in the latest techniques of fire prevention, fire suppression and control of emergency situations and to cooperate with other municipal departments with respect to management training and other programs.
5. Provide a maintenance program to ensure all fire protection apparatus, including allied equipment, is in proper state of repair to respond to emergency calls.
6. Provide an effective fire prevention program to:
 - i. Ensure, through plan examination and inspection, compliance with applicable municipal, provincial and federal fire prevention legislation, statutes, codes and regulations.
 - ii. Identify, reduce and/or eliminate fire hazards.
7. Develop and maintain an effective public information system and educational program, and commercial, industrial and institutional staff training.
8. Develop and maintain a good working relationship with all federal and provincial departments, utilities and agencies, related to the protection of life and property.
9. Develop and maintain a Forest Fire Protection Agreement with the Ministry of Natural Resources to provide fire suppression and values protection in areas inaccessible by the department.
10. Interact with other municipal departments respecting the aspects of fire on any given program and ensure these goals are not in conflict with any other municipal departments.
11. Ensure that the service plans are reviewed annually and reported to Council.
12. Ensure that the cost effectiveness of service delivery is a priority.
13. Ensure that municipal human resource needs are factored into decisions on what services are to be provided and how.

Appendix "B"

Kearney Fire & Emergency Services Organizational Structure

Reporting Structure:



Fire Department Divisions

The Department performs the following divisional functions:

- Division of Administration
- Division of Fire Prevention & Education
- Division of Fire Suppression & Rescue
- Division of Training
- Division of Apparatus, Equipment and Communications
- Division of First Response

Each division of the Department is the responsibility of the Fire Chief and is under the direction of the Fire Chief or Member designated by the Fire Chief. Designated Members shall report to the Fire Chief on the divisions and activities under their supervision and shall carry out all orders of the Fire Chief.

Roles & Responsibilities:

1. The Fire Chief is responsible for ensuring that the following duties pertaining to the Division of Administration are carried out:
 - 1.1 Prepare the Departmental budget and exercise control of the budget.
 - 1.2 Prepare the payroll of the department and initiate requisitions for materials and services and certify all accounts of the Department.
 - 1.3 Maintain personnel records in accordance with the policy of the Corporation.
 - 1.4 Arrange for the provision of medical services in the event of fire fighter(s) injury at department responses or training sessions.
 - 1.5 Make recommendations for the construction of new buildings, or renovations, as approved.
 - 1.6 Provide liaison with associations ie. the local fire fighter's association, mutual aid association.
 - 1.7 Prepare an annual report on the Department.
 - 1.8 Carry out the general administrative duties of the Department; and
 - 1.9 Provide liaison with the District Fire Coordinator and District Mutual Aid Coordinator.

2. The Fire Chief is responsible for ensuring that the following duties pertaining to the Division of Fire Prevention & Education are carried out:
 - 2.1 Develop approved fire prevention, fire safety and public education policy.
 - 2.2 Carry out the duties and activities of the fire prevention, fire safety and public education policy, and
 - 2.3 Maintain fire loss records.

3. The Fire Chief is responsible for ensuring that the following duties pertaining to the Division of Fire Suppression are carried out:
 - 3.1 Prevent, control and extinguish fires in areas accessible by fire department apparatus.
 - 3.2 Conduct investigations of fires actioned by the Department in order to determine cause, origin, and, where required, to request appropriate agencies to assist with the investigation.
 - 3.3 Respond and assist at such emergencies as may be deemed necessary by the Fire Chief.
 - 3.4 Perform pre-emergency planning for those areas accessible by fire department apparatus; and
 - 3.5 Liaison with the North Bay office of the Ministry of Natural Resources to ensure fire suppression and values protection (including fire investigation) is provided as per the Forest Fire Protection Agreement with the Ministry of Natural Resources.

4. The Fire Chief is responsible for ensuring that the following duties pertaining to the Division of Training are carried out:
 - 4.1 Establish a Fire Department training program and conduct training for all members in accordance with the approved training program.
 - 4.2 Administer training programs; and
 - 4.3 Prepare and conduct examinations of members as required.

5. The Fire Chief is responsible for ensuring that the following duties pertaining to the Division of Apparatus, Equipment and Communications are carried out:
 - 5.1 Prepare specifications for the purchase of apparatus and equipment.
 - 5.2 Maintain and keep in repair all existing buildings, apparatus and equipment of the department.
 - 5.3 Perform apparatus maintenance and cleaning duties; and
 - 5.4 Authorize for "outside repair" of equipment that, in the opinion of the Fire Chief, cannot be obtained within the Municipality.

6. The Clerk Administrator is responsible for:
 - 6.1 Ensuring the Municipal policies and procedures are effectively implemented and administered within the Fire and Emergency Services Department.
 - 6.2 Direct management responsibilities regarding the Fire Chief including the annual performance review, annual compensation recommendations and disciplinary action in conjunction with Council.
 - 6.3 Recruiting for a Fire Chief when a vacancy occurs; and
 - 6.4 Maintaining the personnel records in accordance with the policy of the Corporation, for the Fire Chief.

7. The Fire Chief is responsible for:
 - 7.1 Preparing recommendations for Council in the areas of:
 - 7.1.1 Fire and Emergency Services and their delivery
 - 7.1.2 The annual budget
 - 7.1.3 The development of departmental policies, and
 - 7.1.4 Public communications.

 - 7.2 The Fire Chief in is responsible for answering public complaints and providing a copy to Council

 - 7.3 Providing input to the Clerk Administrator for the annual performance review and annual compensation recommendation for the Fire Chief.

Appendix “C”

Kearney Fire and Emergency Services - Core Fire Protection Services

The Kearney Fire and Emergency Services shall provide a range of fire prevention and protection services, as determined by Council, for the inhabitants of the municipality within the department’s response area. Due to the Department’s reliance upon volunteer firefighters, the topographic and geographic configuration of the Municipality, the level and amount of equipment at the Department’s disposal, and other budgetary constraints, the services listed in this Appendix, although approved, may be provided as “Limited Services” as defined in Part 1 and Part IV of this By-law.

The Corporation of the Town of Kearney accepts no liability for the delay or inability to supply the services set out in this Appendix of this By-law due to the provision of its approved services as Limited Services or due to the existence of unsafe conditions encountered en route, impeded access to property, and/or environmental factors/constraints.

Fire Inspection Services

- 1.1.1 Conducting complaint inspections.
- 1.1.2 Conducting vulnerable occupancy inspections.
- 1.1.3 Conducting requested inspections.
- 1.1.4 Conducting routine inspections.
- 1.1.5 Conducting licensing inspections.
- 1.1.6 Systems checking, testing and approval.
- 1.1.7 Enforcing code compliance.
- 1.1.8 Enforcing municipal By-Laws.
- 1.1.9 Issuing permits.
- 1.1.10 Preparing reports and issuing written responses to requests.

Public Education Services

- 2.1 Providing fire and life safety public education programs.
- 2.2 Facilitating smoke alarm and carbon monoxide alarm initiatives.
- 2.3 Distributing public safety messaging to the media.
- 2.4 Delivery of specialized programs.

Fire Investigation Services

- 3.1 Determining cause and origin of fires and explosions.
- 3.2 Assessing code compliance.
- 3.3 Determining effectiveness of built in suppression features.
- 3.4 Determining compliance with building standards.
- 3.5 Interacting with police, fire investigators, and other agencies.
- 3.6 Supporting criminal prosecutions, including appearances in court.

Emergency Response

Basic Firefighting Services

The fire Department shall respond to fires, alarms for fire, and pre fire conditions to provide fire suppression services, and shall exercise best efforts to conform to the most recent edition of National Fire Protection Association (NFPA) 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the public by Volunteer Fire Departments as revised from time to time.

Structural Firefighting Services

- 1 For the purposes of this schedule, “Structural Firefighting” shall have the same meaning as Structural Firefighting as defined by NFPA 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments.
- 2 Interior Search and Rescue- Shall be provided when possible and as appropriate in accordance with the following.
 - a. Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all the following are true:
 - i. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure.
 - ii. Building integrity permits entry into the structure.
 - iii. Sufficient Trained Firefighting Staffing is deployed at the fire ground.
 - iv. Reliable water supply with adequate flow can be sustained.
 - v. Adequate fireground supervision and support are provided.

- 3 Interior Fire Suppression (Offensive Operations)- Shall be provided when possible and as appropriate in accordance with the following.
 - a. Service shall be provided to contain the fire and prevent further loss of property.
 - b. Service shall be provided only when, in the opinion of the Fire Chief or most senior Officer in charge, all the following are true:
 - i. A scene risk assessment has been completed, and level of risk reasonably justifies Firefighter entry into the structure.
 - ii. Building integrity permits entry into the structure.
 - iii. Sufficient trained Firefighter staffing is deployed at the fireground
 - iv. Reliable water supply with adequate flow can be sustained.
 - v. Adequate fireground supervision and support is provided.

- 4 Exterior Fire Suppression (Defensive Operations)- Shall be provided when possible and is appropriate, in the opinion of the Fire Chief or the most senior officer in charge, in accordance with the following.
 - a. There shall be no expected rescue component with this service.
 - b. Service shall be provided to prevent fires from spreading to adjacent areas.
 - c. Service shall be provided when Interior Fire Suppression is not possible or appropriate.
 - d. Service shall be provided as water supply permits.

- 5 Rural Firefighting Operations:
 - a. Rural firefighting operations using tanker shuttle service shall be provided in areas without municipal water supply and best efforts shall be exercised to conform to NFPA 1142, Standard on Water Supplies for Suburban and Rural Firefighting.
 - b. The Fire Department shall maintain Superior Tanker Shuttle Service accreditation by Fire Underwriters Survey or other recognized accreditation body.

- 6 Vehicle Firefighting Services:
 - a. Service shall be provided to control and extinguish vehicle fires.

- 7 Grass, Brush, and Forestry Firefighting Services:
 - a. Service shall be provided, and best efforts shall be exercised to conform to NFPA 1143, Standard for Wildland Fire Management.

- 8 Marine Firefighting Services:
 - a. Marine firefighting Service shall be limited to shore based, defensive firefighting operations only.

- 9 Automatic Aid Response Services:
 - a. Service shall be provided in accordance with any Automatic Aid agreements Approved by council.

- 10 Medical First Response Services:
 - a. Service shall be provided in accordance with the Emergency Medical First Response Agreement between the Parry Sound Medical Services and Kearney Fire and Emergency Services.

- 11 Mutual Aid Response Services:
 - a. Service shall be provided in accordance with the Mutual Aid Plan established in respect to the municipalities within the district pursuant to clause 7(2)(a) of the Fire Protection and Prevention Act.

- 12 Ambulance Assistance Services:
 - a. Service shall be provided to assist Emergency Medical Services with emergency and nonemergency situations with respect to providing access and/or the provision of care to patients.

- 13 Police Assistance Services:
 - a. Service shall be provided to assist Police with emergency and nonemergency situations for which the Fire Department has equipment and/or specialized skills to assist in the mitigation the incident.

- 14 Public Assistance Services:
 - a. Service shall be provided to assist the public with emergency and nonemergency situations for which the Fire Department has the equipment and/or specialized skills to mitigate the incident.
- 15 Public Hazard Assistance Services:
 - a. Carbon monoxide incidents- Response shall be provided to carbon monoxide alarms and emergencies.
 - b. Public Utilities Incidents- Response shall be provided to public utility incidents that pose a public hazard, including:
 - i. Electrical utility emergencies.
- 16 Vehicle Accident Services:
 - a. The Fire Department shall respond to vehicle accidents to provide the following services:
 - i. Stabilize the scene of the accident.
 - ii. Stabilize the vehicles involved in the accident.
 - iii. Providing aid to the injured or trapped persons
 - iv. Mitigating adverse effects to the natural environment.
- 17 Vehicle Extrication Services:
 - a. Vehicle search and rescue services, including extrication, shall be provided at the level required by NFPA 1001 stabilizing the scene, stabilizing the vehicle and stabilizing the patient.
- 18 Transportation Incidents Involving Vehicles, Trains, Aircraft:
 - a. Response shall be provided to large scale transportation incidents that may involve large numbers of casualties, widespread damage to property, and/or significant environmental impact.
- 19 Highway Incident Services:
 - a. Fire Protection Services shall be provided to the Kings Highway and other provincial highways in accordance with department SOG's and activation of mutual aid.
 - b. Costs associated with Fire Department response to provincial highways shall be recovered in accordance with applicable provincial fire service agreements.
- 20 Hazardous Materials Response Services:
 - a. Service shall be provided at the Awareness level in accordance with NFPA 1072, Standard for Competence of Responders to Hazardous Materials incidents.
 - b. Hazardous Materials response services at the NFPA 1072 Technician Level **shall not be provided** the Fire department.
- 21 Water and ice Rescue Services:
 - a. Water/Ice Rescue- Service shall be provided at the Shore based level in accordance with the departments OG's and NFPA 1670 Chapter 19.3 Operations Level **excluding Swift Water**, Standard for Operations and Training for Technical Search and Rescue incidents, and may include shore based, and water entry operations.
 - b. Recovery services to retrieve property or human remains by entering into or onto a body of water, or onto ice over water a body of water, **shall not be provided** by the Fire Department.
 - c. Animal recovery will only be, modified shore- based consisting of a talk, throw, reach tactics. Recovery services by entry into or onto a body of water, or onto ice over a body of water **shall not be provided**.
- 22 Urban Search and Rescue Service's:
 - a. Fire Department response to urban search and rescue incidents shall be limited to providing Structural Collapse Search and Rescue services at the Awareness Level in accordance with NFPA 1670, Standard for Operation and Training for Technical Search and Rescue Incidents.
 - b. Urban search and rescue service requiring structural collapse search and rescue services at the Operations or Technician Levels **shall not be provided** by the fire department.
- 23 Rope Rescue Services:
 - a. Rope rescue services, such as high-angle and low-angle rescue services, shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.

- b. Rope rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- 24 Confined Space Rescue Services:
- a. Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - b. Confined space rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- 25 Trench Rescue Services:
- a. Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical for Technical Search and Rescue Incidents.
 - b. Trench rescue services at the Operations or Technician level **shall not be provided** by the Fire Department.
- 26 Cave, Mine, and Tunnel Rescue Services:
- a. Service shall be provided at the Awareness Level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - b. Cave, Mine and Tunnel rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- 27 Farm and Silo Rescue Services:
- a. Fire Department response to farm and silo rescue incidents that involve a rope rescue and/or a confined space rescue component shall be limited to providing such technical rescue services at the Awareness level in accordance with the NFPA 1670 standard.
 - b. Farm and silo rescue incidents requiring rope rescue and/or confined space rescue services at the Operations or Technician Levels **shall not be provided** by the Fire Department.
- 28 Industrial and Machinery Rescue Services:
- a. Service shall be provided at the Awareness level in accordance with NFPA 1670, Standard for Operations and Training for Technical Search and Rescue Incidents.
 - a. Industrial and machinery rescue incidents at the Operations or Technician Level **shall not be provided** by the Fire Department.
- 29 Community Emergency Plan Response Services
- a. Service shall be provided in accordance with the Approved Emergency Management Program
- 30 Assistant to the Fire Marshall Services- Fire Suppression
- a. Duties of the Assistant to the Fire Marshall shall be carried out as prescribed by the Fire Protection and Prevention Act.