

# TOWN OF KEARNEY

## AGENDA

**Amended November 14, 2024**

**REGULAR COUNCIL MEETING**  
**Council Chambers**  
**Thursday November 14, 2024 – 6:00 p.m.**

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*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**

- 4.1. Public Meeting under the Planning Act - Application for Zoning By-law Amendment RZ-03-24 (Ziraldo) Pg 3
- 4.2. Public Meeting under the Planning Act - Application for Zoning By-law Amendment RZ-04-24 (Maguire) Pg 20

**5. Consent List**

- 5.1. Amended Council Meeting Minutes September 26<sup>th</sup> 2024 Pg 65
- 5.2. DRAFT Council Meeting Minutes October 17<sup>th</sup> 2024 Pg 70
- 5.3. DRAFT Special Council Meeting Minutes November 7<sup>th</sup> 2024 Pg 75
- 5.4. Payment Register Pg 76
- 5.5. Transfer Station Report Pg 79
- 5.6. Resolution Report from October 17 2024 Pg 80
- 5.7. Resolution Report as of November 7<sup>th</sup> 2024 Pg 83
- 5.8. Revised Rec Committee Meeting Minutes – September 10<sup>th</sup> 2024 Pg 86
- 5.9. Support Resolution – Aurora: critical infrastructure Pg 89

**6. Items Referred from the Consent List**

**7. Items for Discussion**

- 7.1 DRAFT Trailer By-law Pg 92
- 7.2 Memo: DRAFT Fees & Charges By-law Pg 100
- 7.3 DRAFT Agreement with Armour Township – Proudfoot Rd Maint. Pg 113
- 7.4 Fire Chief's Report re New Firefighter Pg 116

7.5 Discussion on Procedural By-law Updates	
7.6 Village of Burk's Falls proposal re: AHHC ownership structure	Pg 117
7.7 DRAFT MOU Almaguin Snowmobile Club	Pg 124
7.8 DRAFT MOU Highland Rovers	Pg 126
7.9 DRAFT MOU Highland Rovers & Township of Perry - Patton Rd ONLY	Pg 128
7.10 Closure for Christmas and Staff Christmas	
7.11 Postpone Town Hall Meeting to host Strategic Plan/Official Plan initial Open House on December 12 <sup>th</sup> 2024	
7.12 CSRIF Grant	

## 8. Other Business

## 9. Correspondence for Information

9.1. Support Resolution re: Safety of Rural Roads	Pg 130
9.2. EMS Advisory Committee Information	Pg 133
9.3. FONOM support resolution for Ontario Forestry	Pg 159

## 10. Bylaws

10.1 Being a By-law to License Trailers	
10.2 Being a By-law to enter into an agreement with the Almaguin Snowmobile Club	Pg 171
10.3 Being a By-law to enter into an agreement with the Highland Rovers Snowmobile Club	Pg 172
10.4 Being a By-law to enter into an agreement with the Township of Perry & the Highland Rovers Snowmobile Club	Pg 173
10.5 Being a By-law to enter into an agreement with Armour Township regarding maintenance of Proudfoot Rd	

## 11. Closed Session

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

(2)(d) Labour Relations or Employee Negotiations

## 12. Confirming Bylaw

## 13. Adjournment



# Town of Kearney



A Meeting with Town Staff is required prior to the submission of a Planning Department Application.  
 An Application does not imply or suggest any decision on behalf of Town Staff or the Corporation of the Town of Kearney.  
 Applicants are required to post NOTICE of the Public Meeting that is the subject of the Application.  
 Members of Council, Town Staff and Town Consultants may conduct a site inspection(s) of the subject land(s).  
 By submitting an Application, you acknowledge and authorize access for the purpose of conducting the required site inspection.  
**Only complete Applications will be processed.**

### REGISTERED OWNER INFORMATION:

Name of Owner(s): LEANNE ZIRALDO  
 Address: 118 LAKEVIEW AVE  
KEARNEY, ON  
 Telephone: 705 733-7923  
 Email: LEANNEZIRALDO@GMAIL.COM

### AGENT INFORMATION (if applicable):

Name of Agent: \_\_\_\_\_  
 Company/Firm: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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

### LOCATION OF PROPERTY:

Lot: \_\_\_\_\_ Conc.: \_\_\_\_\_ Township: \_\_\_\_\_ Reference Plan: P116 Part/Block/Lot: \_\_\_\_\_  
 Property Roll No.: 4918 - 010 - 001 - 09500 - 0000  
 Civic Address: 14 RAIN LAKE RD, KEARNEY, ON PA1M0  
 Water Access only: \_\_\_\_\_  
 (Name of Waterbody)

### DESCRIPTION OF SUBJECT LANDS:

Lot area (ha): 1148.8 m<sup>2</sup> Lot Road Frontage (m): 68 Water Frontage (m): \_\_\_\_\_  
 Lot Depth (m): 36.6 Easements/Right-of-ways:  Yes  No If yes, describe purpose: \_\_\_\_\_  
 Existing Use of Property: ART GALLERY + ANTIQUES + COLLECTIBLES

### PAST PLANNING ACT APPLICATIONS:

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): \_\_\_\_\_

### OFFICIAL PLAN / ZONING STATUS:

Official Plan designation: \_\_\_\_\_  
 Zoning designation: Institutional

What is the proposed future use of the subject lands: COMMERCIAL USE -  
CONTINUE USE AS AN ART GALLERY, ANTIQUES AND  
COLLECTIBLES BUT EXPAND PRODUCT LINES

**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	CHURCH		RESID PORTABLE	STORAGE		
Setback from Front Lot Line	10.4 m		1.5 m			
Setback from Rear Lot Line	16 m					
Setback from Side Lot Line	5.3 m		1.5 m			
Setback from Side Lot Line	11 m					
Height (m)						
Dimensions						
Floor Area	102.4 m <sup>2</sup>		9.3 m <sup>2</sup>			
Date of Construction	1901		2020			
Existing Use	ART GALLERY COMMERCIAL					

**REASONS FOR REQUEST**

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

EXPAND PRODUCT LINES FOR COMMERCIAL PURPOSES.  
BUILDING TO REMAIN THE SAME

**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 type="checkbox"/>	<input checked="" type="checkbox"/> NIL
Sewage Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> NIL
Frontage on Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Storm drainage provided by:  Sewer  Ditch  Swale  Other: (describe) PROPERTY CONTAIN

**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: \_\_\_\_\_

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**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;
- If access to the subject land is by water only, the location of the parking and docking facilities to be used; and
- The location and nature of any easement affecting the subject land.

- SURVEY ATTACHED

**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.

Aug 7/24  
Date

[Signature]  
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.

Aug 7/24  
Date

[Signature]  
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.

Aug 7/24  
Date

[Signature]  
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, LEANNE ZIRALDO, registered owner of the subject lands, declare that all of the above information is true and accurate.  
(print name)

Aug 7/24  
Date

[Signature]  
Signature of Registered Owner(s) or Agent

**For Office Use Only**

Application Fee Paid

Certified by \_\_\_\_\_, that this application has undergone a pre-consultation with the Staff of the Town of Kearney to determine the information required to prepare a complete application.

Staff Initials: \_\_\_\_\_

REGISTERED PLAN No. 93  
 TOWN OF KEARNEY  
 DISTRICT OF PARRY SOUND

PLAN

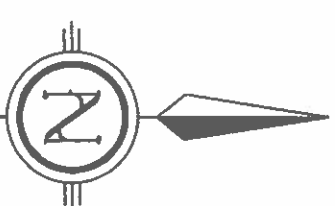
No.

SKETCH FOR RE-ZONING PURPOSES  
 PREPARED FOR LEANNE ZIRALDO  
 14 RAIN LAKE ROAD, KEARNEY

KPK SURVEYING INC.

2024

SCALE 1 : 300



**CAUTION:**  
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

**METRIC:**  
 DISTANCES SHOWN ON THIS SKETCH ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**NOTE:**  
 THIS SITE SKETCH HAS BEEN COMPILED FROM REGISTRY OFFICE DOCUMENTATION AS WELL AS ACTUAL SURVEY. THE PERIMETER DIMENSIONS AS SHOWN HEREON WERE DERIVED FROM FIELD NOTES BY E.J. WILLIAMS SURVEYING Ltd., DATED OCTOBER 10, 2006 AND VERIFIED BY ACTUAL SURVEY.

**LEGEND:**

- DENOTES FOUND MONUMENT
- RIB DENOTES ROUND IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- EJW DENOTES E. J. WILLIAMS SURVEYING LIMITED, O.L.S.
- WP DENOTES WOOD POLE
- < AN DENOTES ANCHOR
- DENOTES TREE

LOT STATISTICS		
TOTAL LOT AREA:	1148.8m <sup>2</sup>	
FEATURE BUILDING	102.4	AREA m <sup>2</sup>
DECKS	24.1	
SHED	9.3	
CONCRETE WALKWAYS	13.7	
TOTAL COVERAGE:	149.8	
	13%	

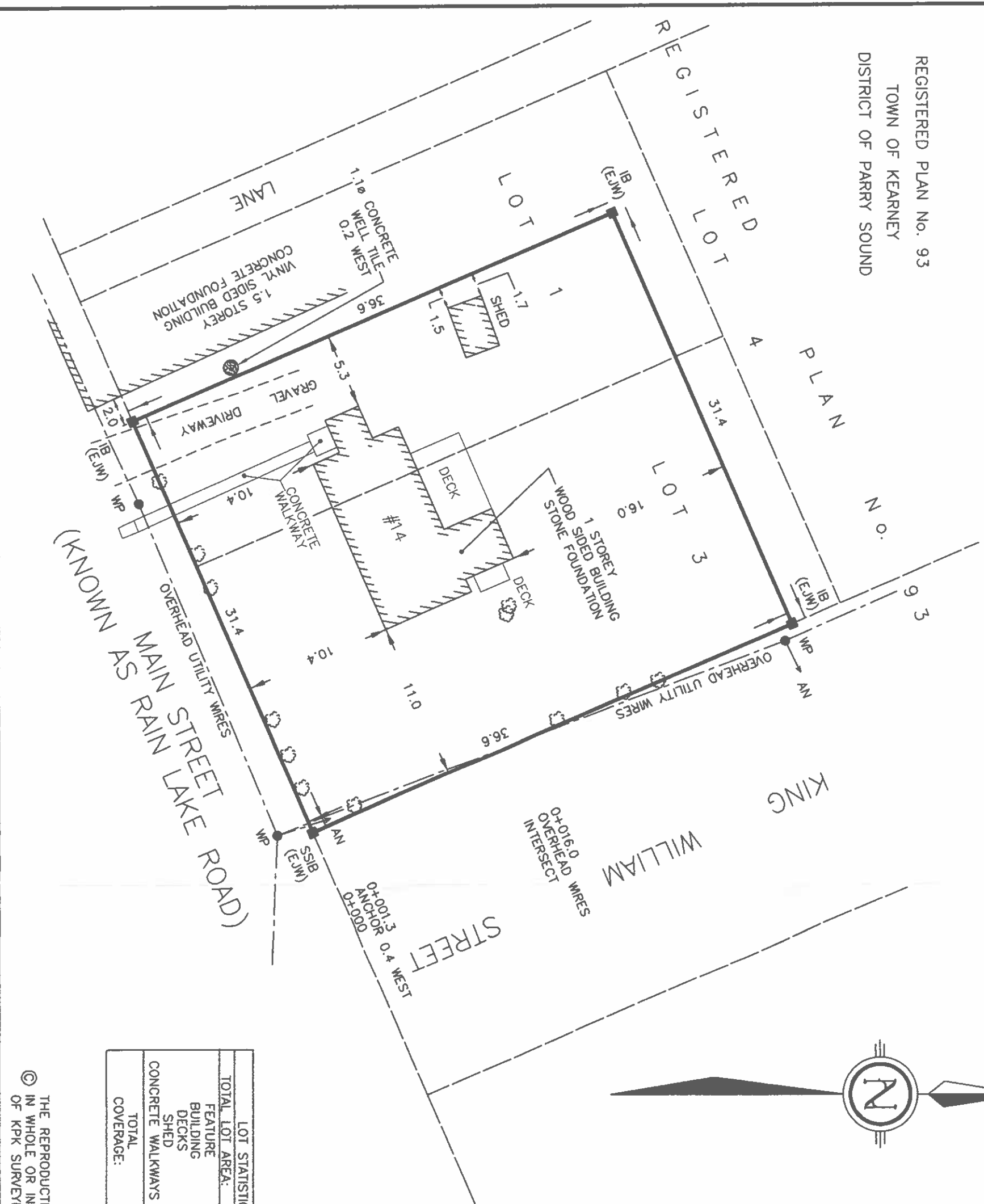
FIELDWORK COMPLETED: MAY 28, 2024  
 SKETCH RELEASED: JUNE 24, 2024



KPK SURVEYING INC.  
 HUNTSVILLE, ON  
 705.788.2701 KPKSURVEY.CA

DRAFTED BY: ST FILE NO: 240649

\\2024\240649\PROJECT DRAWINGS\240649 SR 1\_300.DWG



THE REPRODUCTION, ALTERATION, OR USE OF THIS SKETCH IN WHOLE OR IN PART WITHOUT THE EXPRESS PERMISSION OF KPK SURVEYING INC., O.L.S. IS STRICTLY PROHIBITED.



**NOTICE OF COMPLETE APPLICATION AND NOTICE OF PUBLIC MEETING  
PROPOSED BY-LAW TO AMEND ZONING BY-LAW 2022-20**

**TAKE NOTICE** THAT the Town of Kearney has deemed application **RZ-03-24 (ZIRALDO)** to amend the Town Zoning By-law(s) to be a “Complete” Application under Subsection 34 of the Planning Act, R.S.O. 1990, c. P.13.

**AND TAKE NOTICE** THAT the Corporation of the Town of Kearney will be holding a Public Meeting pursuant to Section 34 (12),(13),(14) of the Planning Act, R.S.O. 1990, c.P.13 as amended, to consider an Amendment to Zoning By-law No. 2022-20, as amended. **The Public Meeting will be held in-person on Thursday, November 14<sup>th</sup>, 2024 at 6:00pm during the regular Council Meeting, and will also be available electronically, through the Town’s website at <https://www.townofkearney.ca/PublicNotices>.**

A copy of the proposed draft By-law, a copy of this notice and any additional information and material about the proposed By-law will be available to the public for inspection at the Municipal Office during regular office hours. Anyone wishing to address Council with respect to the proposal may do so at the Public Meeting. Persons unable to attend the Public Meeting may provide written comments to Council up until the time of the Public Meeting.

**Purpose of the By-law**

The purpose of the proposed zoning by-law amendment is to rezone lands described as 14 RAIN LAKE ROAD; PT LT 35, CON 11, BETHUNE, TOWN OF KEARNEY

Being a portion of the lands described with Assessment Roll #4918-010-001-09500, in the Geographic Township of Bethune, now in the Town of Kearney, from the Institutional (I) Zone to a site-specific Commercial Townsite Exception-5 (CTS-5) Zone.

**Effect of the By-law**

The effect of the amendment is to rezone a portion of the subject lands from the I Zone to a site-specific CTS-5 Zone to acknowledge the existing commercial uses occurring on the property.

Specifically, the property contains an existing Art Gallery, Antiques, and Collectibles establishment; the proposed amendment will acknowledge the existing uses and permit future addition/ expansions, in accordance with the Town of Kearney Zoning By-law.

**Additional Statements**

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Kearney before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Town of Kearney to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Kearney before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Board, there are reasonable grounds to do so.

***Notwithstanding the above, subsection 34(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.***

If you wish to be notified of the decision of the Council of the Town of Kearney on the proposed Zoning By-law Amendment, you must make a written request to the Town of Kearney at the address below. For more information about this matter, including information about preserving your appeal rights, contact:

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

Telephone: (705) 636-7752  
Fax: (705) 636-0527  
Email: admin@townofkearney.ca

Dated at the Town of Kearney this 24<sup>th</sup> day of October, 2024.

**Lands Affected by the By-law**

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



14 Rain Lake Road; Part of Lots 35, Concession 11, Bethune  
Town of Kearney, District of Parry Sound



PLANNING DEPARTMENT  
APPLICATION FORM

- Official Plan Amendment
- Zoning By-law Amendment
- Minor Variance
- Consent/Severance

A Meeting with Town Staff is required prior to the submission of a Planning Department Application.  
**An Application does not imply or suggest any decision on behalf of Town Staff or the Corporation of the Town of Kearney.**  
 Applicants are required to post NOTICE of the Public Meeting that is the subject of the Application.  
 Members of Council, Town Staff and Town Consultants may conduct a site inspection(s) of the subject land(s).  
 By submitting an Application, you acknowledge and authorize access for the purpose of conducting the required site inspection.  
**Only complete Applications will be processed.**

**REGISTERED OWNER INFORMATION:**

Name of Owner(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**AGENT INFORMATION** (if applicable):

Name of Agent: \_\_\_\_\_  
 Company/Firm: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

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

**LOCATION OF PROPERTY:**

Lot: \_\_\_\_\_ Conc.: \_\_\_\_\_ Township: \_\_\_\_\_ Reference Plan: \_\_\_\_\_ Part/Block/Lot: \_\_\_\_\_  
 Property Roll No.: 4918 - 0  0 - 00  -     - 0000  
 Civic Address: \_\_\_\_\_  
 Water Access only: \_\_\_\_\_  
 (Name of Waterbody)

**DESCRIPTION OF SUBJECT LANDS:**

Lot area (ha): \_\_\_\_\_ Lot Road Frontage (m): \_\_\_\_\_ Water Frontage (m): \_\_\_\_\_  
 Lot Depth (m): \_\_\_\_\_ Easements/Right-of-ways:  Yes  No If yes, describe purpose: \_\_\_\_\_  
 \_\_\_\_\_  
 Existing Use of Property: \_\_\_\_\_  
 \_\_\_\_\_

**PAST PLANNING ACT APPLICATIONS:**

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): \_\_\_\_\_

**OFFICIAL PLAN / ZONING STATUS:**

Official Plan designation: \_\_\_\_\_  
 Zoning designation: \_\_\_\_\_

What is the proposed future use of the subject lands: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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						
Setback from Front Lot Line						
Setback from Rear Lot Line						
Setback from Side Lot Line						
Setback from Side Lot Line						
Height (m)						
Dimensions						
Floor Area						
Date of Construction						
Existing Use						

**REASONS FOR REQUEST**

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

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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 type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Frontage on Road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Storm drainage provided by:  Sewer  Ditch  Swale  Other: (describe) \_\_\_\_\_

**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: \_\_\_\_\_

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**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;
- If access to the subject land is by water only, the location of the parking and docking facilities to be used; and
- 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.

\_\_\_\_\_
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.

\_\_\_\_\_
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.

\_\_\_\_\_
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, \_\_\_\_\_, registered owner of the subject lands, declare that all of
(print name)
the above information is true and accurate.

\_\_\_\_\_
Date

\_\_\_\_\_
Signature of Registered Owner(s) or Agent

**For Office Use Only**

**Application Fee Paid**

Certified by \_\_\_\_\_, that this application has undergone a pre-consultation with the Staff of the Town of Kearney to determine the information required to prepare a complete application.

Staff Initials: \_\_\_\_\_

# Planning Justification Report: Zoning By-law Amendment



James Maguire

P/N 3669 | July, 26, 2024

District of Parry Sound

Town of Kearney

830 Emsdale Lake Road Lot 18, Plan M345

Part Lot of 11, Concession 6

**SBA** Skelton Brumwell  
& Associates Inc.  
ENGINEERING PLANNING ENVIRONMENTAL CONSULTANTS

## Disclaimer of Responsibilities to Third Parties

Skelton, Brumwell and Associates Inc. (**SBA**) prepared this report solely for the use of the intended recipient in accordance with the professional services agreement. The intended recipient is solely responsible for the disclosure of any information contained in this report. The content and opinions contained in this report are based upon the observations and/or the information available to SBA at the time of preparation. If a third party makes use of, relies on, or makes decisions in accordance with this report, said third party is solely responsible for such use, reliance or decisions. SBA does not accept responsibility for damages, if any, suffered by any third party as a result of decisions made or actions taken by said third party based on this report. This limitation statement is considered an integral part of this report.

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Appendix B – Floor Plans for the New Bunkie

Appendix C – Pre-consultation Summary

Appendix D – Draft Zoning By-law Amendment

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# James Maguire – Zoning By-law Amendment

830 Emsdale Lake Road Lot 18, Plan M345

District of Parry Sound, Town of Kearney, Ontario

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## 1.0 Introduction

James Maguire (“the client”) seeks an approval to authorise the completed replacement of an existing bunkie (floor area of 26 m<sup>2</sup>) with a larger bunkie (floor area of 50 m<sup>2</sup>) (referred to in this report as “the Project”) on his property located at 830 Emsdale Lake Road, Emsdale, Ontario. The replacement bunkie has been built in the same location as the existing bunkie.

A pre-consultation was held between the client and planning staff at the Town of Kearney (also referred to as “the Town”) on April 29, 2024. This pre-consultation confirmed that a zoning by-law amendment, only, would be required under the *Planning Act* to authorise the Project given the floor area of the new bunkie exceeded the maximum enabled under the zoning by-law. A Planning Justification Report has been prepared in support of this zoning by-law amendment application.

Skelton Brumwell & Associates Inc. (“SBA”) has been retained to prepare this Planning Justification Report, which includes a description of the subject lands and the development proposal, analysis of the planning policy, and an opinion with respect to the Project. Included in this report is the analysis of the planning policy contained within the *Provincial Policy Statement* (“PPS”), *Town of Kearney Official Plan* (“Town OP”), and the *Town of Kearney Zoning By-law* (“Town ZB”) with respect to the Project.

This Planning Justification Report has been prepared on behalf of the client in support of the Project and meets the requirements of the *Planning Act*.

## 1.1 The Site and Surrounding Environment

The subject lands are located at 830 Emsdale Lake Road, Emsdale, District of Parry Sound, Town of Kearney and is legally described as Lot 18, Plan M345, Part Lot of 11, Concession 6 (also referred to as the “Site”). The Site encompasses an area totalling approximately 0.35 ha and has its northern frontage along Emsdale Lake Road (which provides vehicle access to the Site), and its southern boundary backs onto Emsdale Lake. The Site contains mature vegetation being a mixture of shrubs and trees, and two existing structures being a dwelling, and a bunkie. The Site is not connected to the Towns municipal water and wastewater system, and has its own private septic facilities and gets drinking water from the lake.

Figure 1 below indicates the location of the Site in relation to the surrounding environment. Figure 2 below indicates the location of existing structures within the Site.

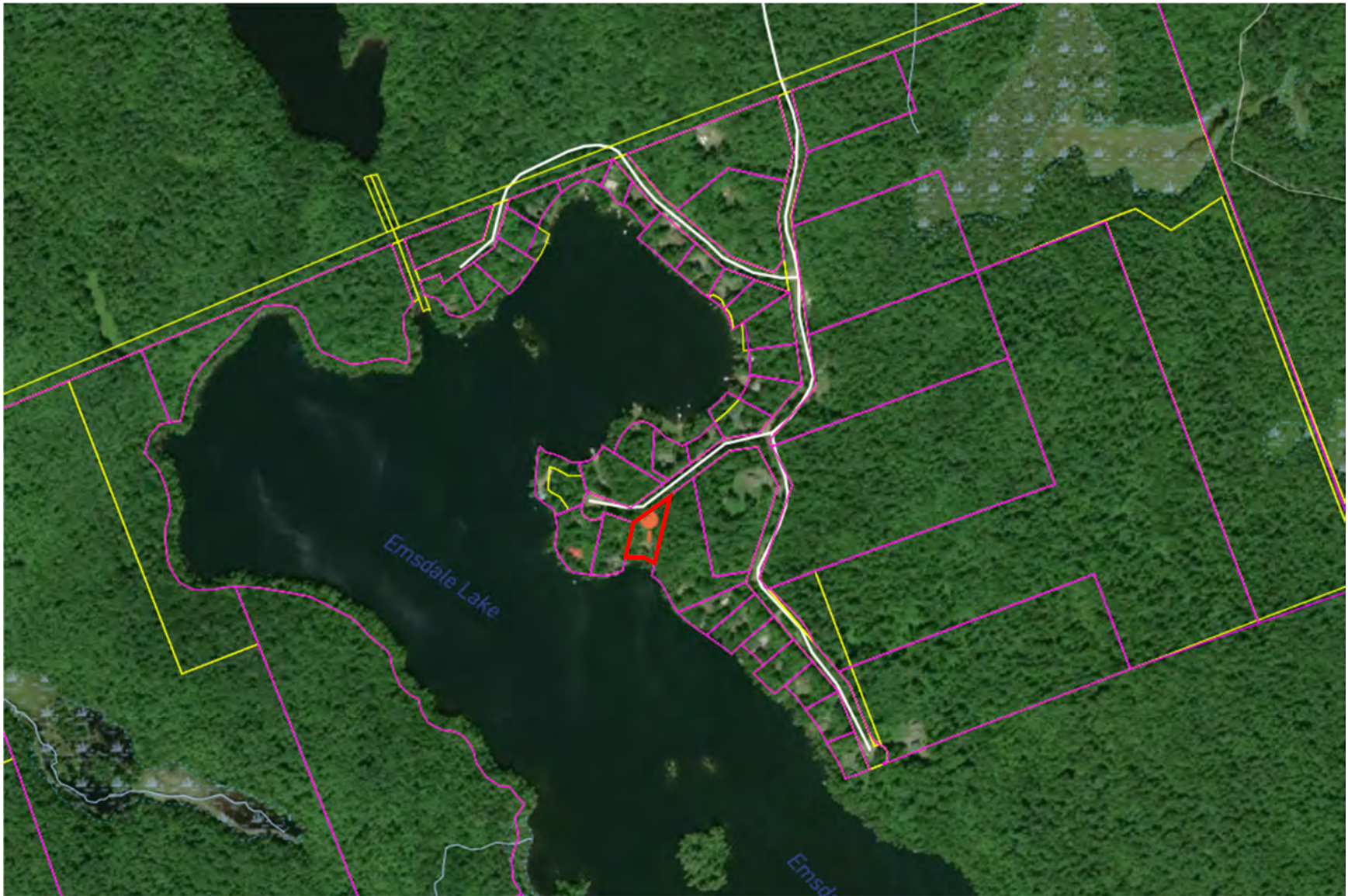


Figure 1: The Site in relation to the surrounding environment.



Figure 2: The Site and existing structures.

The land use designation and zoning relevant to the Site in terms of the Town OP and Town ZB is outlined in Table 1, below, with relevant Planning maps shown in Appendix A.

**Table 1: Land Use Classification of the Site.**

Planning Document	Classification
Town OP (Schedule A)	Designated as 'Shoreline'
Town OP (Schedule B)	Designated as 'Private Land'
Township ZB (Schedule A)	Zoned as 'Waterfront Residential (RWF)'

The Site is located in a cottage setting, surrounded by homes with similar sized lots with a boundary along Emsdale Lake. Further east of the Site graduates into a more rural setting with larger lots typical of a rural environment. A general description of the lands surrounding the Site is provided below:

- North** Peace Valley Road. Further north are properties zoned as 'Waterfront Residential (RWF)' which have frontage onto Emsdale Lake.
- East** Immediately east are properties zoned as 'Waterfront Residential (RWF)'. Further east is the 'Rural Residential (RR)' zone which has larger lot sizes.
- South** Emsdale Lake.
- Southwest** Properties zoned as 'Waterfront Residential (RWF)', further southwest are 'Rural (RU)' zoned properties that have larger lot sizes.
- West** Properties zoned as 'Waterfront Residential (RWF)' which have frontage onto Emsdale Lake.

## 1.2 Project Overview

The client seeks an approval under the *Planning Act* for a zoning by-law amendment to the Town's Comprehensive Zoning By-law for the completed construction of a new bunkie within the Site as a replacement of an existing older bunkie. The old bunkie had a floor area of 26 m<sup>2</sup>, while the new bunkie will have a floor area of 50 m<sup>2</sup>. A zoning by-law amendment is required given the replacement bunkie exceeds the maximum floor area (23 m<sup>2</sup>) enabled under the current Town ZB.

The new bunkie is fully constructed in the same location as the old bunkie, near the central-eastern portion of the Site (refer Figure 2 above). It is a single-story structure made of treated timber, with a floor area measuring 11.6 m by 4.3 m (total 49.9 m<sup>2</sup>) and a height of less than 6 m. The replacement bunkie is accessory to the primary dwelling located within the Site, and its purpose is to provide additional accommodation options for guests. The new bunkie consists of a main family room, bathroom and utility room. No cooking facilities are to be included within the bunkie. It is noted that the clearing around the old bunkie was sufficient to construct the new (replacement) bunkie, such that, no additional trees needed to be cleared to facilitate its construction.

An image of the old bunkie and newly constructed bunkie within the Site is shown in Figure 3. Floor plans of the newly constructed bunkie are attached as Appendix B to this report.



Figure 3: Old bunkie (left) and newly constructed bunkie (right).

### 1.3 Required Applications

As previously stated, a pre-consultation was held with the Town of Kearney in relation to the approvals required to permit the newly constructed bunkie. A pre-consultation summary is provided as Appendix C to this report.

The Site is designated ‘Shoreline’ under the Schedule A of the Town OP, and zoned ‘Residential Waterfront (RWF)’ under the Town ZB. Comments from the Town’s planning department outline that a zoning by-law amendment is required to permit the newly constructed bunkie due to exceeding the maximum permitted ground floor area for a bunkie within the ‘Residential Waterfront (RWF)’ zone. No other planning approvals are required.

Comments from the Towns planning staff, as detailed in the pre-consultation summary document, are copied below:

*“The subject property is designated ‘Shoreline’ according to Schedule ‘A’ to the Town of Kearney Official Plan (TKOP). The Shoreline designation permits residential development in the form of a single detached dwelling, subject to the policies contained in Sections 3.0. As such, the existing primary use (recreational/residential) on the property is permitted.*

*The TKOP does not contain explicit policies that speak to bunkies as a permitted use within the Town of Kearney. However, bunkies are accessory uses to single detached dwellings, and should be considered an extension of the primary use.*

*The lands are zoned ‘Residential Waterfront (RWF)’ according to the Town of Kearney Zoning By-law. The RWF Zone permits residential/recreational development. The RWF Zone also specifically permits ‘accessory guest cabin/bunkie, one only’.*

Section 3.2.7 contains policies applicable to Guest Cabins/Bunkies. It states that: '[w]here a guest cabin is permitted on a lot the following provisions shall apply':

- i. 'no cooking facilities are located in the building';

Confirmation was provided that the bunkie does not contain cooking facilities.

- ii. 'the building may be connected to a sewage system or pressurized water system subject to North Bay – Mattawa Conservation Authority and Building Department approvals';

Confirmation should be provided as part of the requested application (discussed later).

- iii. 'the building has a maximum ground floor area of 23 square metres';

**The new bunkie more than doubles the permitted maximum ground floor area for a bunkie. An amendment is required to acknowledge this enlargement [emphasis added].**

- iv. 'the building has a height not greater than 6.0 metres; and',

It is our understanding the structure is under 6.0 metres in height.

- v. 'the building complies with all of the setbacks that apply to the principal building on the lot'.

The reconstructed bunkie meets the required RWF Zone setbacks.

As such, the lands will need to be rezoned to acknowledge the enlarged bunkie size.

In summary:

- The Town of Kearney is generally supportive of this proposal; and
- A Zoning By-law Amendment (ZBA) will be required to permit the increased bunkie floor area."

As per the above, an application is submitted under the *Planning Act* for a zoning by-law amendment from the Town of Kearney to authorise a bunkie which exceeds the maximum permitted ground floor area within the 'Residential Waterfront (RWF)' zone.

**Table 2: Applications required to permit the Project.**

Application	Approval Authority
Zoning By-law Amendment	Town of Kearney

## 2.0 Policy Context and Analysis

In Ontario's hierarchical, policy-led planning system, planning proposals must be consistent with and conform to a variety of legislation and policy documents, including the *Planning Act*, the PPS, and other strategies and agreements, as applicable geographically.

The following sub-sections provide an overview of applicable policies with regard to the Project.

### 2.1 Planning Act, RSO 1990

The *Planning Act* is provincial legislation which sets out the basis for land use planning in Ontario. Planning decisions must have regard for matters of provincial interest set out under Section 2 of the Act. Those provisions considered most relevant to the application are set out below, followed by an assessment against those relevant provisions.

- (a) *the protection of ecological systems, including natural areas, features and functions;*
- (h) *the orderly development of safe and healthy communities;*
- (p) *the appropriate location of growth and development;*

The Project is considered an appropriate development within a location that envisages structures of this nature. A zoning by-law amendment is required, only, due to the expanded floor area which exceeds that permitted in the 'Residential Waterfront (RWF)' zone. As the Project utilizes the same building platform location as the old bunkie, no ecological systems or their features and functions were adversely affected as a result of the Project. The Project is therefore considered consistent with the relevant matters of provincial interest set out in Section 2 of the *Planning Act*.

### 2.2 Provincial Policy Statement, 2020

The PPS is issued under Section 3 of the *Planning Act*, and it contains overall policy directions on matters of provincial interest related to land use planning and development. All Official Plans and amendments thereto must be consistent with the PPS. The PPS is divided into three broad sections: Building Strong and Healthy Communities, Wise Use and Management of Resources, and Protecting Public Health and Safety.

It is considered that the Project is consistent with applicable PPS policies. An assessment against the relevant policies, commensurate with the scale of the Project, is provided below.

#### Building Strong and Healthy Communities

- S.1.1.1.c *avoiding development and land use patterns which may cause environmental or public health and safety concerns;*
- S.1.1.1.h *promoting development and land use patterns that conserve biodiversity;*

#### Wise Use and Management of Resources

- 2.1.1 *Natural features and areas shall be protected for the long term.*
- 2.1.2 *The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.*

## Protecting Public Health and Safety

- 3.1.1 *Development shall generally be directed, in accordance with guidance developed by the province (as amended from time to time), to areas outside of:*
- a) *hazardous lands adjacent to the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes which are impacted by flooding hazards, erosion hazards and/or dynamic beach hazards;*
  - 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.*

The Project has been constructed to replace an old bunkie. The newly constructed bunkie therefore utilizes the same location as the previous bunkie, meaning no vegetation was harmed as a result, and this location is not considered 'hazardous lands' in terms of the PPS. The bunkie is to be used to provide additional guest accommodation for users of the client's property, and is of a suitable size and scale for the locality. The Project is therefore respectful of the surrounding ecological environment, mindful of public health and safety, and in that respect, is in keeping with the relevant provisions of the PPS.

## 2.3 Town of Kearney Official Plan, 2016

The Town OP is the local planning document which provides a vision, land uses, and policies to direct growth and development for the Town of Kearney. The current version of the Town OP has been in effect since 2016.

The Site is located within lands that are designated as 'Shoreline' under Schedule A of the Township OP. The Shoreline designation permits residential development in the form of a single detached dwelling, and although the Town OP does not contain explicit policies with respect to bunkies, the pre-consultation summary clarifies that the Town's planning department considers bunkies are an accessory uses to single detached dwellings, and therefore, should be considered an extension of the primary use.

The relevant policies of the Shoreline designation (Section 3 of the Town OP) are detailed and assessed below:

- 3.3 Policy 2 *The following uses may be permitted within the Shoreline designation:*
- a) *limited low density residential uses;*
  - b) *limited tourist commercial uses;*
  - c) *open space; or*
  - d) *conservation.*

- 3.3.2 Shoreline Residential *Low-density residential development, with structures setback from the shoreline in order to achieve a natural appearance, is envisioned for the Shoreline designation. The traditional form of linear residential development along the shoreline is recognized. Back lot development will be limited through lot size and access requirements.*

- Policy 1 *Within the Shoreline designation, residential uses will be limited to single detached dwellings in the form of shoreline development and back lot development.*

As already detailed, low density residential uses are provided for within the Shoreline designation. The Shoreline designation envisages this type of development to be appropriately setback from the

shoreline in order to achieve a ‘natural appearance’ with this preferably being located near the back of the lot.

The new bunkie has been constructed in the same building platform location as the old bunkie. This location is set back from Lake Emsdale some 50 m and is surrounded by existing vegetation. This creates a naturalized appearance when viewed from the lake, and therefore, the development is in keeping with the type, scale and location envisioned within the Shoreline designation.

## 2.4 Town of Kearney Zoning By-law, 2022

The zoning by-law is a legal document which implements the land use objectives and policies of the Official Plan.

The subject lands are zoned ‘Residential Waterfront (RWF)’ in the Town ZB. This zone specifically permits “accessory guest cabin/bunkie, one only”. Section 3.2.7 contains policies applicable to Guest Cabins/Bunkies and states that: “where a guest cabin is permitted on a lot the following provisions shall apply”. Table 3 outlines the provisions and assesses whether the new bunkie is in compliance with those provisions.

**Table 3: Assessment of the Project against the Town ZB, Section 3.2.7.**

Provision	Assessment	Complies?
i. no cooking facilities are located in the building;	There are no cooking facilities within the new bunkie.	YES
ii. the building may be connected to a sewage system or pressurized water system subject to North Bay – Mattawa Conservation Authority and Building Department approvals;	The new bunkie will utilize water and wastewater already located within the Site. There is adequate capacity to service the new bunkie.	YES
iii. the building has a maximum ground floor area of 23 square metres;	The new bunkie has a ground floor area of approximately 50 m <sup>2</sup> . This exceeds the maximum 23 m <sup>2</sup> allowed under the Town ZB.	NO
iv. the building has a height not greater than 6.0 metres; and,	The new bunkie is less than 6 m in height.	YES
v. The building complies with all of the setbacks that apply to the principal building on the lot.	The new bunkie meets the required RWF Zone setbacks.	YES

The new bunkie exceeds the maximum ground floor area for guest cabins, and therefore, it is proposed to seek an exception to this provision through a zoning by-law amendment to the Town ZB.

It is considered the ground floor area exceedance is indiscernible compared to the old (complying) bunkie, and in that respect, is in keeping with the naturalized appearance sought under the Town OP’s Shoreline designation (for which the Town ZB provisions seek to implement). It is therefore considered appropriate to approve the requested zoning by-law amendment.

A copy of the draft zoning by-law amendment and Schedule is provided as Appendix D to this report.

### 3.0 Conclusion

The client seeks approval to authorise the completed replacement of an existing bunkie (floor area of 26 m<sup>2</sup>) with a larger bunkie (floor area of 50 m<sup>2</sup>) located on his property at 830 Emsdale Lake Road, Emsdale, Ontario. A pre-consultation was held between the client and planning staff at the Town of Kearney on April 29, 2024 which confirmed that a zoning by-law amendment, only, would be required under the *Planning Act* to authorise the Project given the new bunkie exceeds the maximum floor area permitted under the Town ZB. A Planning Justification Report has been prepared in support of this zoning by-law amendment application.

This Planning Justification Report has been prepared on behalf of the client in support of the Project and assesses the relevant policies of the applicable planning policy documents against the Project. In conclusion, we consider the new bunkie, which has a ground floor area which exceeds that permitted within the Town ZB, represents appropriate use of land in terms of the *Planning Act*, and in that respect, the requested zoning by-law amendment should be approved because:

- The Project conforms to the policies set out in the PPS;
- The Project is in keeping with the type, scale and location envisioned within the Shoreline designation and as such, conforms to the policies set out in the Town OP; and
- The Project maintains the intent of the 'Residential Waterfront (RWF)' zone as set out in the Town ZB.

All of which is respectfully submitted,  
SKELTON, BRUMWELL & ASSOCIATES INC.

per:



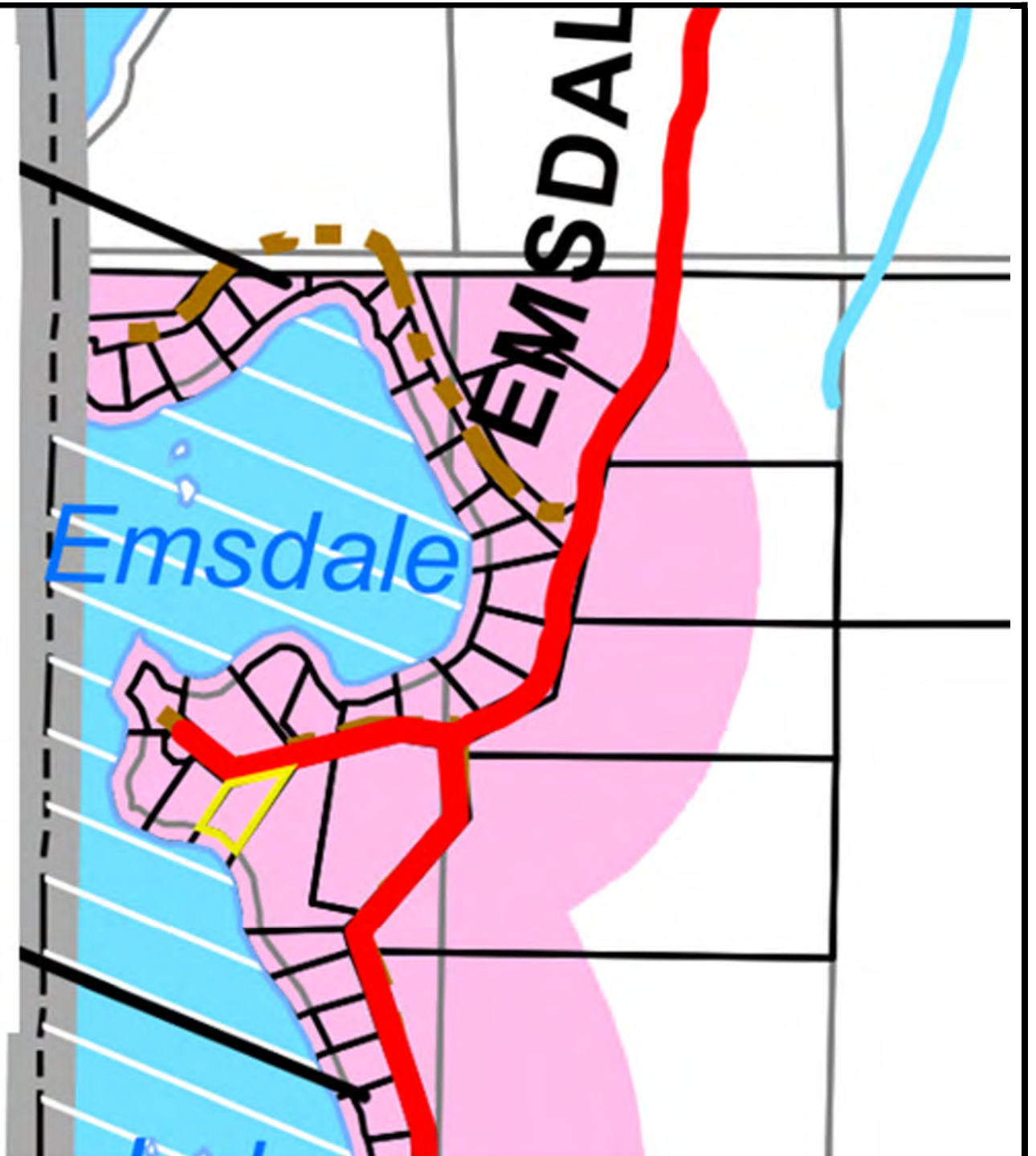
Craig Mathieson, BUrbPlan(Hons)  
Senior Planner



Michael Wynia, MCIP, RPP  
Partner, Senior Ecologist and Planner

# Appendix A

Planning Maps



**Legend**

- |                                       |                  |                    |
|---------------------------------------|------------------|--------------------|
| Rural Lands                           | Year Round Road  | Stream             |
| Shoreline                             | Seasonal Road    | Waterbody          |
| Mineral Aggregate Area                | Private Road     | Township Boundary  |
| Mineral Mining Area                   | Snowmobile Trail | Municipal Boundary |
| Provincially Significant Wetland Area | Trail (Portage)  | The Site           |
|                                       | Accessway        |                    |

**PLANNING JUSTIFICATION REPORT  
LOT 11, CONCESSION 6  
TOWN OF KEARNEY**

Appendix A  
Official Plan Land Use Maps

Scale: NTS

P/N 3669

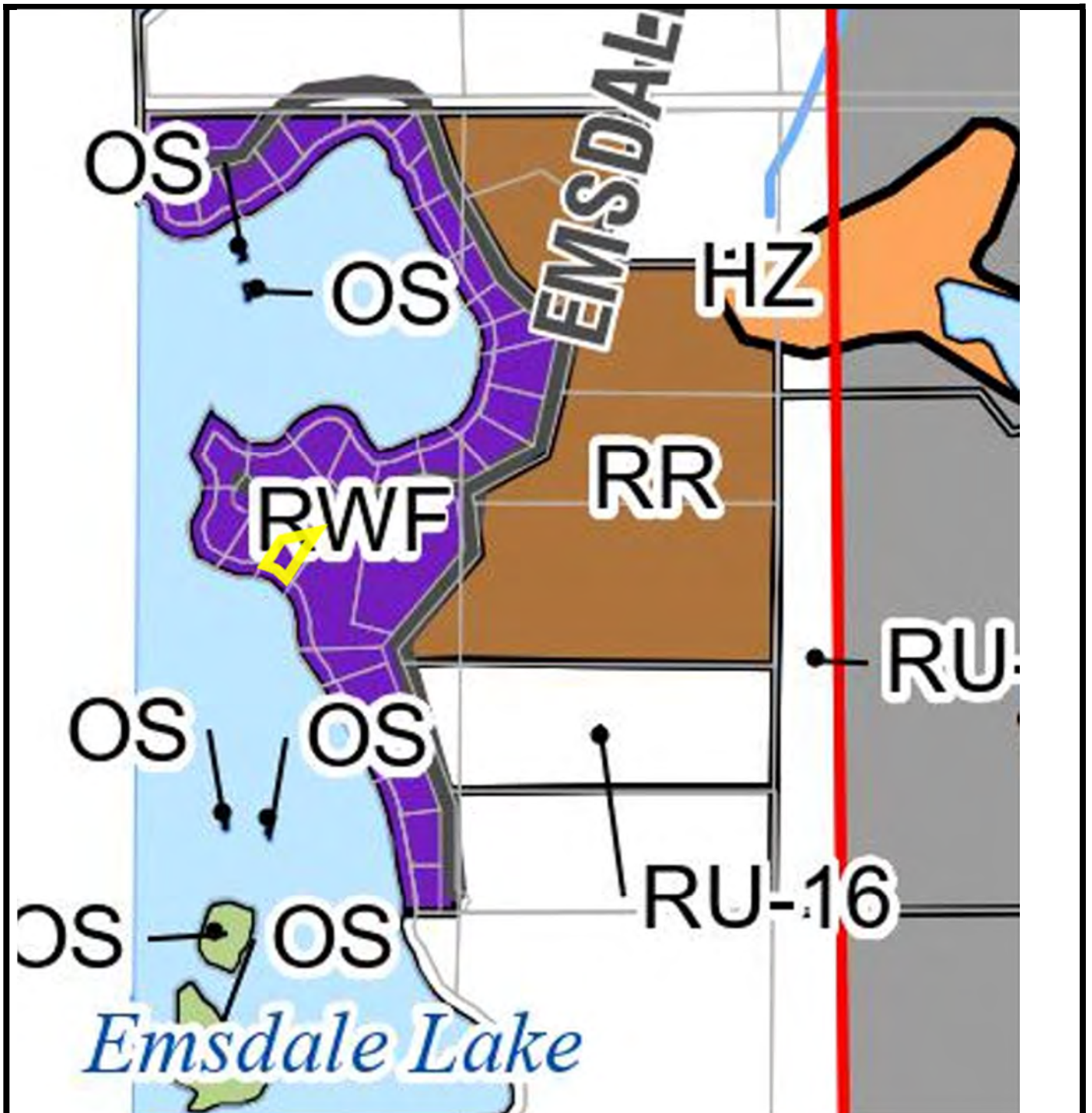
June 2024

**SBA Skelton Brumwell**  
& Associates Inc.









ENGINEERING PLANNING ENVIRONMENTAL CONSULTANTS

125 BELL FARM ROAD, SUITE 203  
BARRIE, ONTARIO L4M 6L2

TELEPHONE (705) 726-1141



**Legend**

- |                        |   |                              |   |
|------------------------|---|------------------------------|---|
| OS Open Space          |  | WD – Waste Disposal          |  |
| Water Body             |  | HZ – Hazard Lands            |  |
| RR – Rural Residential |  | RWF – Waterfront Residential |  |
| RU – Rural             |  | The Site                     |  |

**PLANNING JUSTIFICATION REPORT  
LOT 11, CONCESSION 6  
TOWN OF KEARNEY**

Appendix A  
Zoning By-law Land Use Maps

Scale: NTS

P/N 3669

June 2024

**SBA Skelton Brumwell**  
& Associates Inc.

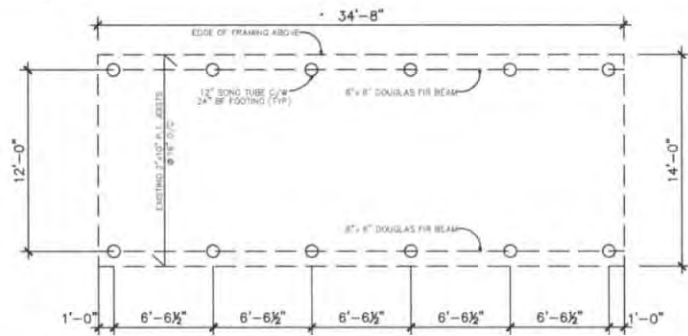
ENGINEERING PLANNING ENVIRONMENTAL CONSULTANTS

125 BELL FARM ROAD, SUITE 203  
BARRIE, ONTARIO L4M 6L2

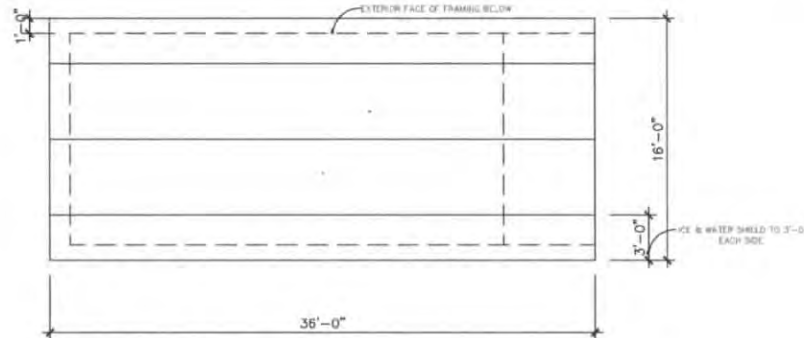
TELEPHONE (705) 726-1141

# Appendix B

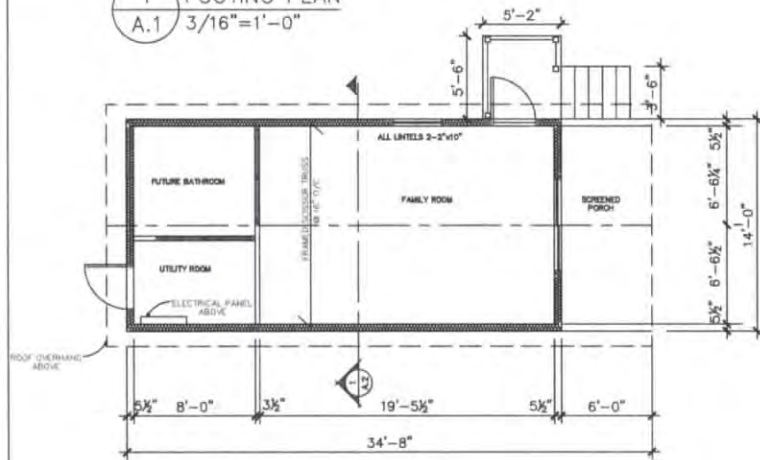
Floor Plans for the New Bunkie



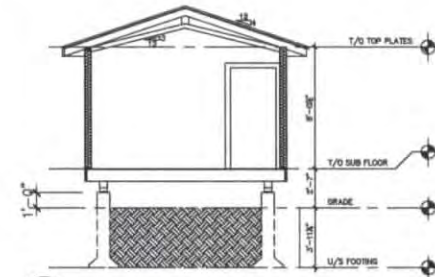
1 FOOTING PLAN  
A.1 3/16"=1'-0"



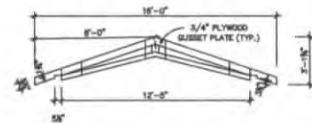
4 ROOF PLAN  
A.1 3/16"=1'-0"



2 MAIN FLOOR PLAN  
A.1 3/16"=1'-0"



5 BUILDING SECTION  
A.1 3/16"=1'-0"



3 SCISSOR TRUSS SECTION  
A.1 3/16"=1'-0"

1. THE DESIGN & CONSTRUCTION OF THIS PROJECT IS TO CONFORM TO THE REQUIREMENTS OF THE NATIONAL BUILDING CODE OF CANADA (2018), ONTARIO BUILDING CODE (2012) & THE CGA STANDARDS INDICATED THEREIN. THE LATEST REVISIONS TO ALL STANDARDS WILL APPLY.

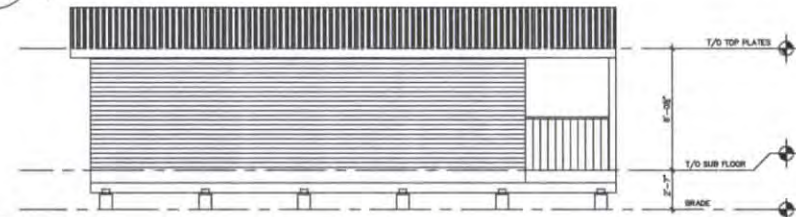
**STRUCTURAL NOTES**

1. THIS STRUCTURE IS DESIGNED IN ACCORDANCE WITH PART 9 OF THE 2012 ONTARIO BUILDING CODE.

2. ALL CONSTRUCTION NOT EXPLICITLY FOUND ON DRAWINGS TO BE DONE IN ACCORDANCE WITH PART 9 O.B.C. 2012.

**EXTERIOR WALLS**

HORIZONTAL VINYL SIDING  
 2"x2" STRAPPING @ 16" o.c.  
 1" POLYISO. RIGID INSULATION & AIR BARRIER, TAPE ALL JOINTS  
 1/2" EXTERIOR BREATHING  
 2x8 WOOD STUDS @ 16" O.C. C.W. R-24 GLASS FIBRE BAT INSULATION  
 8 MIL. POLY VAPOR BARRIER  
 TONGUE AND GROOVE PINE



6 WEST ELEVATION  
A.1 3/16"=1'-0"



PROJECT NORTH

VERSION NO.	
DATE	
BY	
CHECKED BY	
DATE	

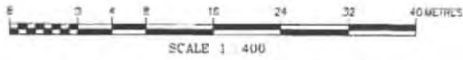
NOTES:  
 1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.  
 3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.  
 4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	2023.10.25
2		
3		
4		
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8		
9		
10		

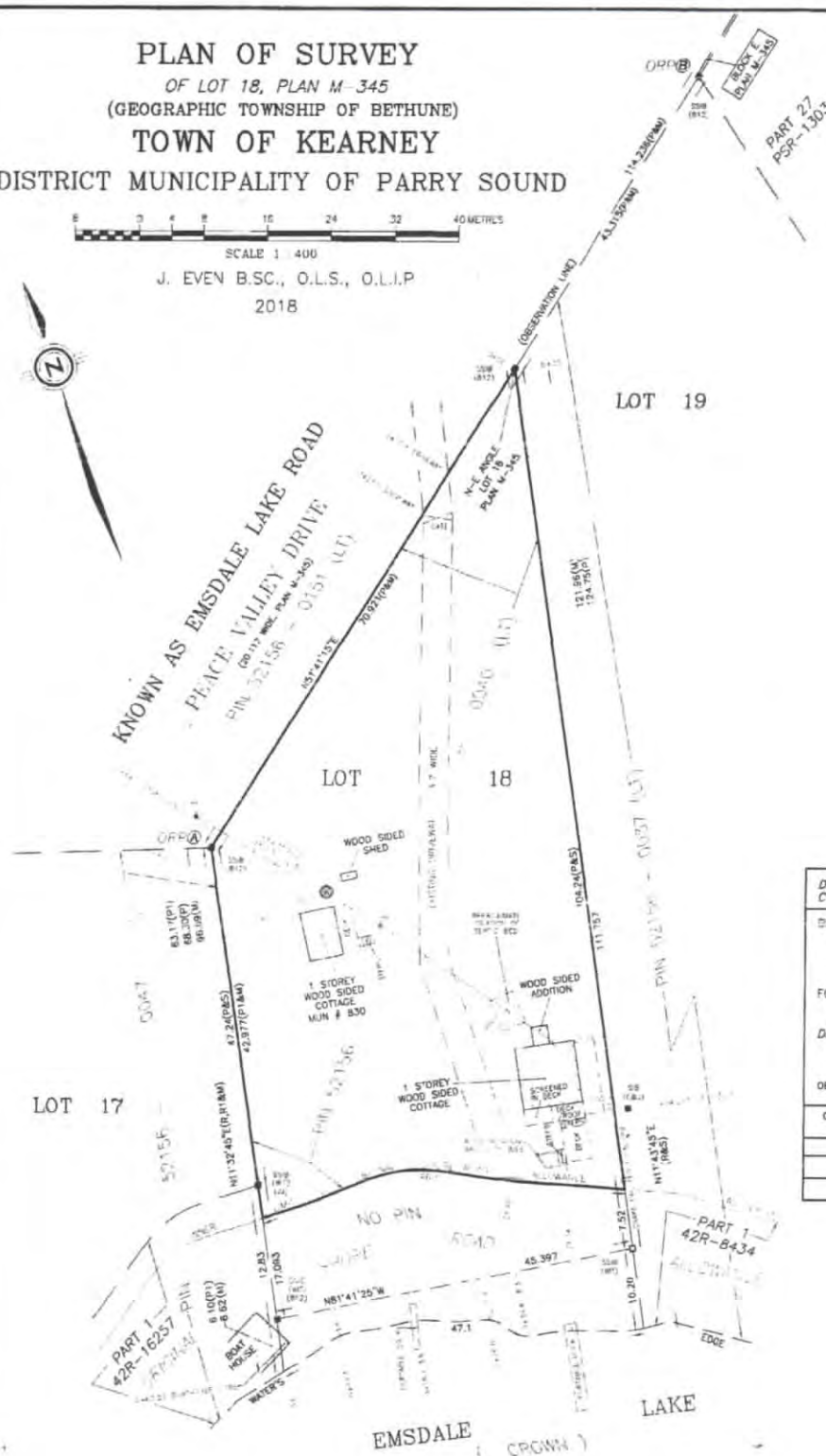
PROJECT	SCALE	AS SHOWN
DRAWN BY	DATE	OCTOBER 2023
CHECKED BY	DATE	
APPROVED BY	DATE	
PROJECT NO.		
DRAWING NO.		
ARCHITECTURAL-PLANS-AND-ELEVATIONS		
SHEET NO.		



**PLAN OF SURVEY**  
 OF LOT 18, PLAN M-345  
 (GEOGRAPHIC TOWNSHIP OF BETHUNE)  
**TOWN OF KEARNEY**  
 DISTRICT MUNICIPALITY OF PARRY SOUND



J. EVEN B.S.C., O.L.S., O.L.I.P  
 2018



DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS A & B BY REAL TIME NETWORK (RTN) OBSERVATIONS UTM ZONE 17, NAD 83 (CSRS) (2010) HAVING A GRID BEARING OF N51°41'15"E

FOR BEARING COMPARISON, A ROTATION OF 1'17"15" (COUNTER CLOCK WISE) WAS APPLIED TO CONVERT TO GRID BEARINGS.

DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999792514

OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD 83 (CSRS) (2010) COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

POINT ID	UTM NORTHING	UTM EASTING
ORP A	5042120.300	640886.190
ORP B	5042181.124	640975.630

**NOTE:**

- (P) - REFERS TO PLAN M-345
- (R) - DENOTES (P) ROTATED TO GRID
- (P1) - REFERS TO DEPOSITED PLAN 42R-16257
- (R2) - DENOTES (R2) ROTATED TO GRID
- (B12) - DENOTES N. P. LYNDON OLS
- (C&J) - DENOTES CODDE, JACKSON, HILEY & JEMMETT LTD. OLS
- (AJ) - DENOTES J. E. JACKSON OLS

**LEGEND**

SB	-DENOTES STANDARD IRON BAR
SSB	-DENOTES SHORT STANDARD IRON BAR
(M)	-DENOTES MEASURED
■	-DENOTES MONUMENT FOUND
□	-DENOTES MONUMENT PLANTED
(WT)	-DENOTES WITNESS
(S)	-DENOTES SET

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 29th DAY OF JUNE, 2018

J. EVEN  
 ONTARIO LAND SURVEYOR

ORILLIA, ONTARIO  
 JULY 12, 2018

**ASSOCIATION OF ONTARIO  
 LAND SURVEYORS**

PLAN SUBMISSION FORM  
**2058448**

THIS PLAN IS NOT VALID UNLESS IT IS AN UNCORRECTED ORIGINAL COPY ISSUED BY THE SURVEYOR IN ACCORDANCE WITH Regulation 1806, Section 20(1)

**C.T. STRONGMAN SURVEYING LTD.**  
 Ontario Land Surveyors

86 Coldwater St. E.  
 Orillia, Ontario L3V-1W7  
 Telephone (705) 329-0765  
 Fax (705) 329-0764  
 email: info@cts-surveys.ca  
 a Division of Dearden and Stanton LTD.

**ORILLIA - ONTARIO**

AC18 File: 11118 GRID	C-6275
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C-6275

# Appendix C

Pre-consultation Summary



# Pre-consultation Summary

**Applicant:** James Maguire (Owner)

**From:** Kent Randall and Jessica Rae Reid, Planning Consultants for the Town of Kearney

**Subject:** Pre-consultation Summary – 830 Emsdale Lake Road; Part of Lot 11, Concession 6, Perry, Town of Kearney

**EcoVue File:** 24-2095-12

**Date:** April 29, 2024

Dear Mr. Maguire,

The Township Planning Consultants received a Pre-consultation application from the Town of Kearney for the above-noted address on March 26, 2024.

## 1.0 PROPOSAL

As per information provided, it is our understanding that the applicant has reconstructed and enlarged a previously non-complying Bunkie at the above-noted address.

According to the submitted application and sketch, the subject property details are as follows:

Subject Lands	
<b>Frontage</b>	~70.0 metres on Emsdale Lake Road and ~45.4 on Emsdale Lake
<b>Depth</b>	Min: ~60 metres; Max: ~111.76 metres
<b>Area</b>	~3,475 square metres (0.86 acres) *
<b>Current Use</b>	Residential/Recreational
<b>Proposed Use</b>	Residential/Recreational
<b>Road Access</b>	Emsdale Lake Road
<b>Previous “Bunkie” Floor Area/Setbacks of Interest</b>	20' x 14' (6.1m x 4.26m); 280 sq. ft (26 sq. m) Setback to Rear Lot Line: < 15 metres



<b>New “Bunkie” Floor Area/Setbacks of Interest</b>	38’ x 14’ (11.6m x 4.26m); <b>532 sq. ft (49.42 sq. m)</b> Setback to Rear Lot Line: > 15 metres
* Based on the Shore Road Allowance not being owned	

**TOWN OF KEARNEY OFFICIAL PLAN:** Shoreline (Schedule A); Loon Lake is identified as a Cold Water Lake (Schedule C).

**TOWN OF KEARNEY ZONING BY-LAW:** Residential Waterfront (RWF)

## 2.0 GENERAL COMMENTS

### Planning

The subject property is designated Shoreline according to Schedule ‘A’ to the Town of Kearney Official Plan (TKOP). The Shoreline designation permits residential development in the form of a single detached dwelling, subject to the policies contained in Sections 3.0. As such, the existing primary use (recreational/residential) on the property is permitted.

The TKOP does not contain explicit policies that speak to bunkies as a permitted use within the Town of Kearney. However, bunkies are accessory uses to single detached dwellings, and should be considered an extension of the primary use.

The lands are zoned Residential Waterfront (RWF) according to the Town of Kearney Zoning By-law. The RWF Zone permits residential/recreational development. The RWF Zone also specifically permits “*accessory guest cabin/bunkie, one only*”.

Section 3.2.7 contains policies applicable to Guest Cabins/Bunkies. It states that: “[w]here a guest cabin is permitted on a lot the following provisions shall apply:

- i. *no cooking facilities are located in the building;*

Confirmation was provided that the bunkie does not contain cooking facilities.

- ii. *the building may be connected to a sewage system or pressurized water system subject to North Bay – Mattawa Conservation Authority and Building Department approvals;*

Confirmation should be provided as part of the requested application (discussed later).



*iii. the building has a maximum ground floor area of 23 square metres;*

The new bunkie more than doubles the permitted maximum ground floor area for a bunkie. An amendment is required to acknowledge this enlargement.

*iv. the building has a height not greater than 6.0 metres; and,*

It is our understanding the structure is under 6.0 metres in height.

*v. the building complies with all of the setbacks that apply to the principal building on the lot.*

The reconstructed bunkie meets the required RWF Zone setbacks.

As such, the lands will need to be rezoned to acknowledge the enlarged bunkie size.

In summary:

- The Town of Kearney is generally supportive of this proposal; and
- A Zoning By-law Amendment (ZBA) will be required to permit the increased bunkie floor area.

### **Building**

There are no comments or concerns from the Building Department at this time.

### **Public Works**

There are no comments or concerns from the Public Works Department at this time.

### **Fire and Emergency Services**

There are no comments or concerns from the Fire and Emergency Services at this time.

## **3.0 NEXT STEPS REQUIRED SUPPORTING STUDIES/DOCUMENTATION**

After reviewing this Pre-consultation Summary regarding the subject proposal, the requested application and supporting materials for rezoning shall be prepared and submitted to the Town of Kearney, should the applicant choose to move forward with the proposed development.



#### 4.0 REQUIRED SUPPORTING STUDIES/DOCUMENTATION

##### Zoning By-law Amendment Application

In addition to the applicable application form(s) and associated processing fee(s) required, the following studies and/or plans are also required in support of the proposed **Zoning By-law Amendment Application**:

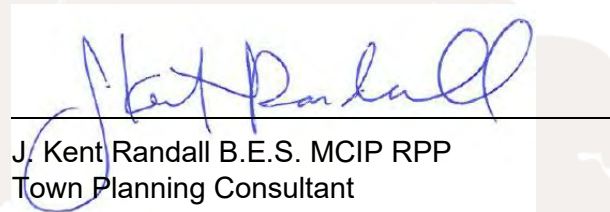
1. A **Planning Justification Report** prepared by a Registered Professional Planner, providing justification for the proposed amendment in the context of the applicable Provincial and local policies.

These comments reflect the understanding of the requirements based on the reviewed submission. The Town reserves the right to provide additional comments should any updated information become available through processing of an application. Should the proponent have additional detail or information to provide for review prior to the formal submission of any application, we recommend a follow-up meeting to confirm the requirements.

If you have any questions, please do not hesitate to contact the undersigned.

Prepared by: Kent Randall and Jessica Rae Reid, Town Planning Consultants

##### **ECOVUE CONSULTING SERVICES INC.**



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



Jessica Rae Reid, B.A  
Town Planning Consultant

# Appendix D

Draft Zoning By-law Amendment

**THE CORPORATION OF THE TOWN OF KEARNEY**  
**BY-LAW No. 2022 - 20**  
**A BY-LAW TO AMEND ZONING BYLAW 2022 - 20**  
**(JAMES MAGUIRE)**

**WHEREAS** Section 34 of the Planning Act, R.S.O 1990, as amendment, Chapter P. 13, provides for the enactment of zoning bylaws and amendments thereto;

**AND WHEREAS** the Council of the Corporation of the Town of Kearney deems it advisable to further amend Bylaw 2022 - 20 for the Town of Kearney as it relates to Part lot of 11, Concession 6, in the Town of Kearney.

**AND WHEREAS** the Council of the Corporation of the Town of Kearney deems that the provisions of this Bylaw conform with the Town of Kearney Official Plan, as amended;

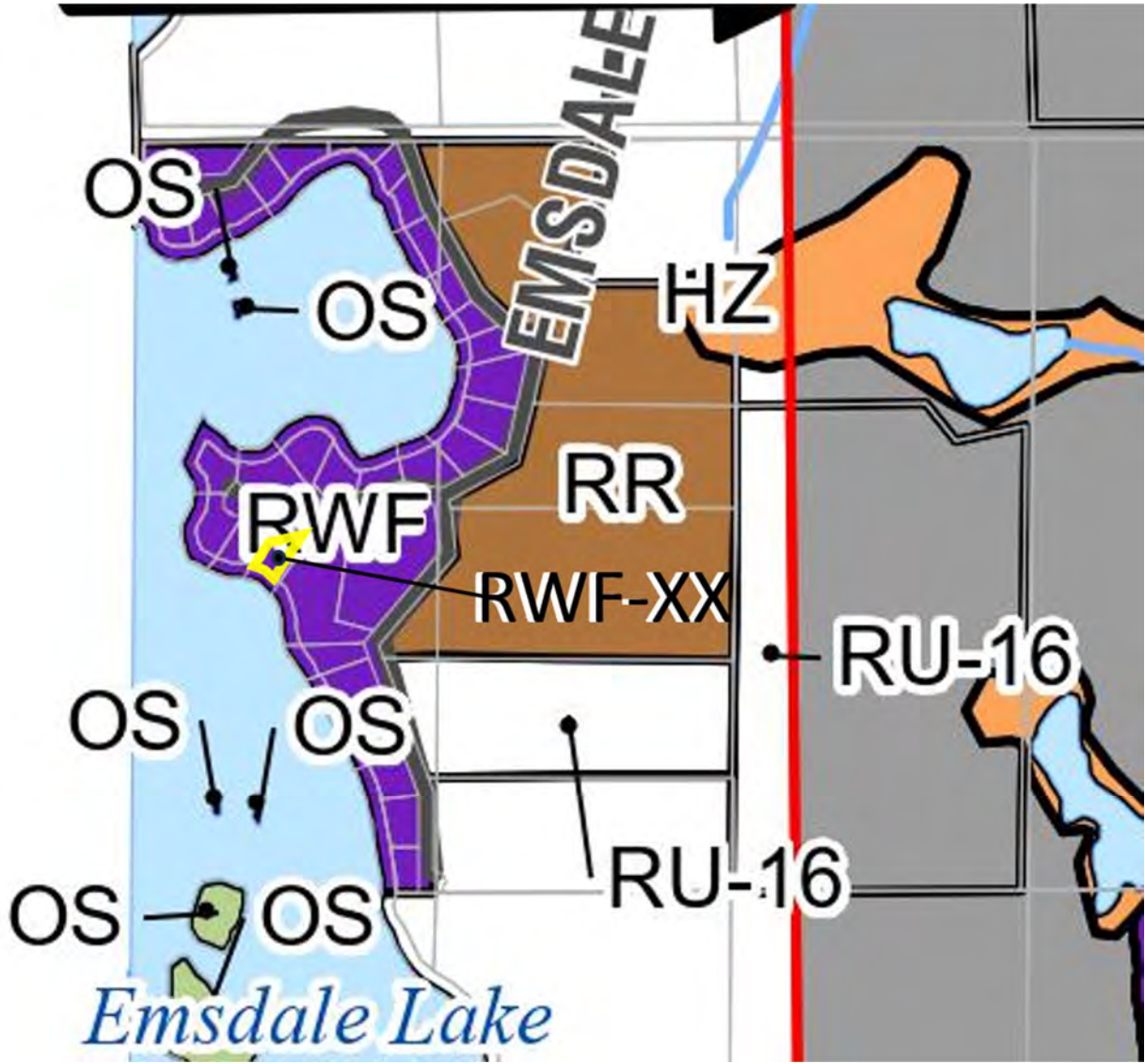
**NOW THEREFORE**, the Council of the Corporation of the Town of Kearney enacts as follows:


**Residential Waterfront Exception (RWF-XX) (Part Lot of 11, Concession 6, Lot 18 Plan M345)**

2. That notwithstanding the provisions of Section 3.2.7 and 4.2.3 to the contrary, on the lands zoned Residential Waterfront Exception (RWF-XX), the following provisions shall apply:
  - iii. the building has a maximum ground floor area of 50 square metres;

**BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XX DAY OF MONTH, YEAR.**

BY-LAW No. XXXX - XX  
A BY-LAW TO AMEND ZONING BYLAW 2022 – 20  
Schedule A



 Site where Residential Waterfront Exception (RWF-XX) applies.

July 26, 2024

Town of Kearney  
Planning Department  
8 Main Street, P.O Box 38  
Kearney, ON P0A 1M0

Attention: Town of Kearney Planning Department

Re: Application for Zoning By-Law Amendment  
Retrospective approval to authorise the expansion of an existing bunkie  
830 Emsdale Lake Road Lot 18, Plan M345 District of Parry Sound, Town of Kearney, Ontario  
Our File: P/N 3669

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On behalf of James Maguire ("the client"), we submit the attached Application for a Zoning By-Law Amendment in relation to the retrospective approval to authorise the expansion of an existing bunkie located on his property at 830 Emsdale Lake Road, Emsdale, Ontario.

A pre-consultation was held between the client and planning staff at the Town of Kearney on April 29, 2024. This pre-consultation confirmed that a zoning by-law amendment, only, would be required under the *Planning Act* to authorise the Project and a Planning Justification Report would need to be submitted in support of the application.

Please find attached:

1. Signed Zoning By-Law Amendment Application.
2. Planning Justification Report and Appendices A, B, C and D

An e-transfer to [leslie.harvie@townofkearney.ca](mailto:leslie.harvie@townofkearney.ca) for fee of \$1,750 (consisting of \$750 for residential zoning by-law application, and \$1,000 deposit) will be made shortly.

Yours truly,

Skelton, Brumwell & Associates Inc.

Per:



Craig Mathieson  
Senior Planner BUrbPlan(Hons)  
CIM/slg  
C-24-244



**NOTICE OF COMPLETE APPLICATION AND NOTICE OF PUBLIC MEETING  
PROPOSED BY-LAW TO AMEND ZONING BY-LAW 2022-20**

**TAKE NOTICE** THAT the Town of Kearney has deemed application **RZ-04-24 (MAGUIRE)** to amend the Town Zoning By-law(s) to be a “Complete” Application under Subsection 34 of the Planning Act, R.S.O. 1990, c. P.13.

**AND TAKE NOTICE** THAT the Corporation of the Town of Kearney will be holding a Public Meeting pursuant to Section 34 (12),(13),(14) of the Planning Act, R.S.O. 1990, c.P.13 as amended, to consider an Amendment to Zoning By-law No. 2022-20, as amended. **The Public Meeting will be held in-person on Thursday, November 14<sup>th</sup>, 2024 at 6:00pm during the regular Council Meeting, and will also be available electronically, through the Town’s website at <https://www.townofkearney.ca/PublicNotices>.**

A copy of the proposed draft By-law, a copy of this notice and any additional information and material about the proposed By-law will be available to the public for inspection at the Municipal Office during regular office hours. Anyone wishing to address Council with respect to the proposal may do so at the Public Meeting. Persons unable to attend the Public Meeting may provide written comments to Council up until the time of the Public Meeting.

**Purpose of the By-law**

The purpose of the proposed zoning by-law amendment is to rezone lands described as 830 EMSDALE LAKE ROAD; **Lot 18, Plan M345; PT LT 1**, CON 6, BETHUNE, TOWN OF KEARNEY

Being the lands described with Assessment Roll #**4918-020-001-08617**, in the Geographic Township of Bethune, now in the Town of Kearney, from the Residential Waterfront (RWF) Zone to a site-specific Residential Waterfront Exception (RWF-XX) Zone.

**Effect of the By-law**

The effect of the amendment is to rezone the subject lands from the RWF Zone to a site-specific RWF-XX Zone to permit the construction of an accessory bunkie with a maximum floor area of 50.0 square metres, where a maximum floor area of 23.0 square metres is permitted.

**Additional Statements**

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Kearney before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Town of Kearney to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Kearney before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Board, there are reasonable grounds to do so.

***Notwithstanding the above, subsection 34(19) of the Planning Act defines the parties that are eligible to appeal the decision to the Ontario Land Tribunal.***

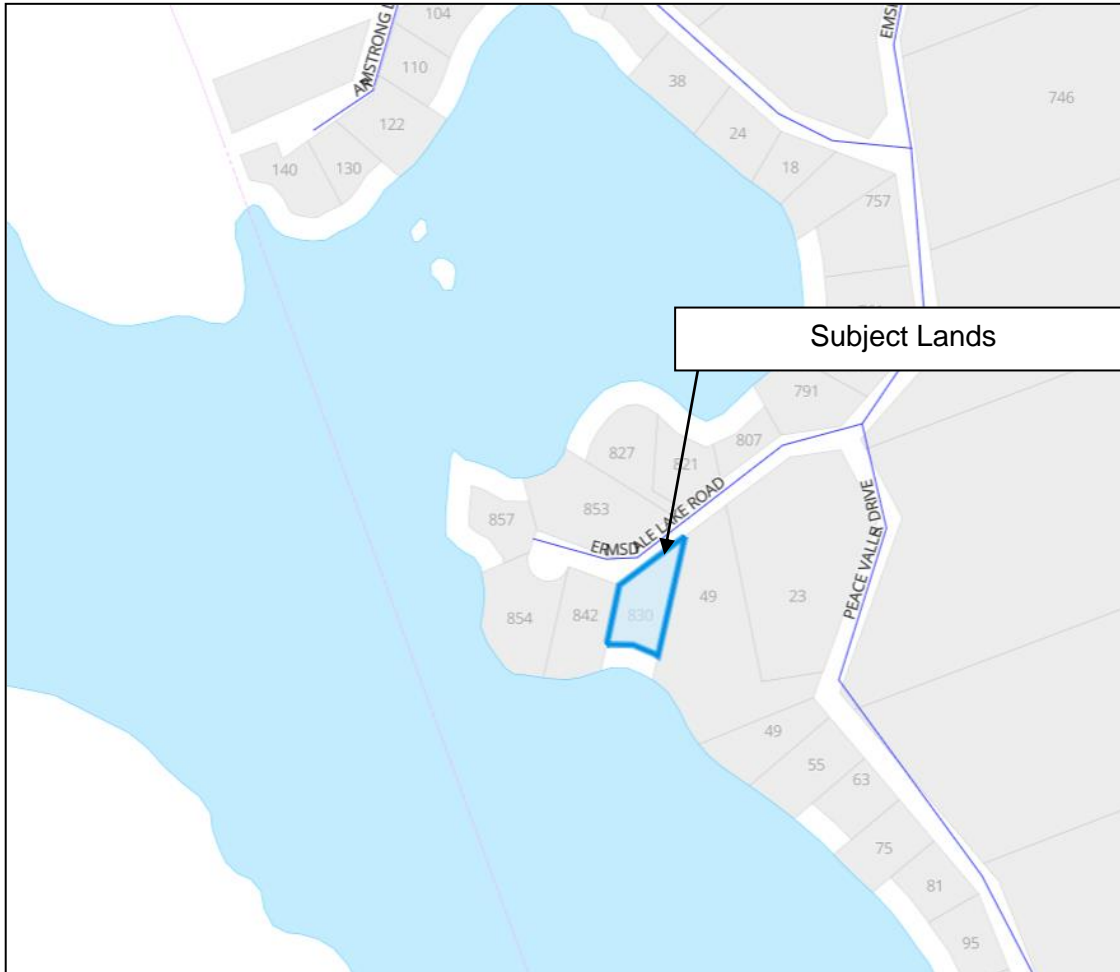
If you wish to be notified of the decision of the Council of the Town of Kearney on the proposed Zoning By-law Amendment, you must make a written request to the Town of Kearney at the address below. For more information about this matter, including information about preserving your appeal rights, contact:

Dated at the Town of Kearney this 24<sup>th</sup> day of October, 2024.

Amended at the Town of Kearney this 6<sup>th</sup> day of November, 2024.

**Lands Affected by the By-law**

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



830 Emsdale Lake Road;  
**Lot 18, Plan M345; Part of Lot 1, Concession 6**, Bethune  
Town of Kearney, District of Parry Sound

# 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 Zoning By-law Amendment  
RZ-04-24 (Maguire)

**File:** 830 Emsdale Lake Road; Lot 18, Plan M345  
Part of Lot 1, Concession 6, Town of Kearney (Bethune)  
EcoVue Project No: 24-2095-23

**Date:** November 8, 2024

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## Recommendation

It is recommended that Council receive the report dated November 8, 2024 from EcoVue Consulting Services regarding application RZ-04-24 (Maguire).

It is recommended that Council approve the proposed amendment to Zoning By-law No. 2022-20, which will rezone a portion of the subject lands from the Residential Waterfront (RWF) Zone to a site-specific Residential Waterfront Exception-XX (RWF-XX) Zone in order to permit the proposed development.

## Subject Lands

The lands subject to this application are known municipally at 830 Emsdale Lake Road and legally as Lot 18 of Plan M345, Part of Lot 1, Concession 6, in the Geographic Township of Bethune, now in the Town of Kearney.

A summary of the lands proposed to be rezoned are as follows:

	<b>Subject Lands</b>
<b>Lot Area</b>	~3,475 square metres (0.86 acres)*
<b>Lot Frontage</b>	~70.0 metres on Emsdale Lake Road and ~45.4 on Emsdale Lake*
<b>Lot Depth</b>	Min: ~60 metres Max: ~111.76 metres
<b>Previous Guest Cabin/Bunkie Floor Area</b>	26.0 square metres
<b>Current Guest Cabin/Bunkie Floor Area</b>	50.0 square metres
<b>Current Zone</b>	Residential Waterfront (RWF)
<b>Current Uses</b>	Residential/Recreational
<b>Proposed Uses</b>	Residential/Recreational
<b>Road Access</b>	Emsdale Lake Road*
<p>*Based on the available aerial imagery, the Shore Road Allowance (SRA) has not been purchased by the property owner; access via Emsdale Lake is only permitted upon purchase of the SRA</p>	

## Purpose of Application

The Zoning By-law amendment (ZBA) application has been requested to rezone the subject lands from the Residential Waterfront (RWF) Zone to a site-specific Residential Waterfront Exception-XX (RWF-XX) Zone to permit the enlargement of a previously legal non-complying accessory guest cabin/bunkie beyond the maximum ground floor area permitted by the Town of Kearney Zoning By-law.

According to the submitted ZBA Application and subsequent Planning Justification Report from the property owner’s agent, Skelton Brumwell and Associates Inc., the application is being submitted in order to:

*“to authorise the completed replacement of an existing bunkie (floor area of 26 m<sup>2</sup>) with a larger bunkie (floor area of 50 m<sup>2</sup>) (referred to in this report as “the Project”) on his property located at [...]. The replacement bunkie has been built in the same location as the existing bunkie.”.*

According to Section 3.2.7, the Town of Kearney Comprehensive Zoning By-law No. 2022-20 requires a maximum ground floor area for guest cabins/bunkies of 23 square metres. The previous legal non-complying guest cabin/bunkie had a maximum ground floor area of 26.0 square metres; the reconstructed guest cabin/bunkie has a ground floor area of 50.0 square metres, exceeding the maximum requirement by 27 square metres.

Therefore, an amendment to the Town of Kearney Zoning By-law is required to permit the proposed guest cabin/bunkie.

## Pre-Consultation with the Town of Kearney

The applicant submitted a Pre-Consultation application to the Town of Kearney in March 2024; a Summary was provided from the Town’s Planning Consultants in April, 2024.

In summary, the Town’s Planning Consultants were supportive of ZBA to recognize the enlargement of the guest cabin/bunkie, beyond the permitted maximum ground floor area permitted in the Zoning By-law.

The Planning Consultants requested a Planning Justification Report which supported doubling the maximum required ground floor area for a guest cabin/bunkie, to be submitted with the Zoning By-law Amendment application; this Report has been prepared and submitted, and the Town’s Planning Consultants are satisfied that it meets the requirements of the Town’s Official Plan and Zoning By-law.

## Analysis

### Provincial Planning Statement (2024)

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 Provincial Planning Statement, 2024 (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); [...]*”.

The proposed ZBA is required to permit the enlargement of a guest cabin/bunkie, which will enhance the existing residential/resource-based recreational use occurring on the subject lands. The enlarged guest cabin is compatible with the surrounding resource-based recreational and residential characteristics of the area as the Residential Waterfront (RWF) Zone allows for a single-detached dwelling and a guest cabin/bunkie. The proposed development on the subject lands is consistent in size and future use compared to other parcels on Emsdale Lake Road, Emsdale Lake, and the surrounding shoreline/rural area.

Policies contained in Section 4.1 of the PPS prohibit development and site alteration within or on lands adjacent-to natural heritage features including, but not limited to: wetlands, significant wildlife habitat, fish habitat, etc. Development or site alteration is only permitted if it has been determined that there will be no negative impact on these features.

According to the available Provincial mapping the subject lands, due to the property’s location on Emsdale Lake, there is potential for fish habitat to exist near the proposed development. This potential is further confirmed in Schedule ‘C’ of the Town of Kearney Official Plan, which shows Emsdale Lake as a Cold Water Lake.

Applicable policies from Section 4.1 of the PPS are included below (non-applicable policies have been omitted):

*“4.1.6 Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.*

*4.1.7 Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.*

*4.1.8 Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 4.1.4, 4.1.5, and 4.1.6 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.”*

Although the subject lands are located on Emsdale Lake, the reconstructed guest cabin/bunkie has been constructed in the same footprint and does not encroach any closer to the shoreline of Emsdale Lake than what previously existed. As such, it is our opinion that there will be no impact on the adjacent natural heritage features.

Furthermore, Chapter 5 of the PPS which deals with natural and human-made hazards, Section 5.2 states that “[d]evelopment shall generally be directed [...] to areas outside of: [...] b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; [...]”.

Based on the available aerial imagery, there are no natural or human-made hazards within or adjacent-to the subject lands. As such, it is our opinion that the proposed application is consistent with Chapter 5 of the PPS.

It is our opinion that, based on the above analysis, the proposed rezoning is consistent with the policies of the PPS.

## Town of Kearney Official Plan

The subject property is currently designated Shoreline according to Schedule 'A' to the Town of Kearney Official Plan (TKOP). Additionally, Schedule 'C' of the TKOP designates Emsdale Lake as a Cold Water Lake.

Policies related to the Shoreline designation are contained in Section 3.0 of the TKOP. Within this designation, Section 3.3.2 states that "*[l]ow-density residential development, with structures setback from the shoreline in order to achieve a natural appearance, is envisioned for the Shoreline designation.*" Subsection 3.3.2.1 goes on to state that "*residential uses will be limited to single detached dwellings in the form of shoreline development and back lot development*".

As such, it is our opinion that the proposed amendment to permit the proposed development conforms to the policies of the Shoreline designation.

Speaking to guest cabins/bunkies, the Town of Kearney Official Plan does not contain explicit policies that speak to bunkies as a permitted use within the Town of Kearney. Notwithstanding, bunkies are an accessory use to single detached dwellings in the shoreline area, and should be considered an extension of that primary use.

Based on the above, it is our opinion that the proposed rezoning conforms to the policies of the Town of Kearney Official Plan.

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

According to Schedule 'A' of the Town of Kearney Zoning By-law the entirety of the subject property is currently within the Residential Waterfront Exception-27 (RWF-27) and Hazard Lands (HZ) Zones.

### Residential Waterfront (RWF) Zone

According to the RWF Zone provisions, permitted uses include residential uses in the form of a single-detached dwelling and a guest cabin/bunkie. However, the property owner has proposed to

rezone the subject lands from the RWF Zone to a site-specific Residential Waterfront Exception-XX (RWF-XX) Zone in order to permit the proposed guest cabin/bunkie enlargement.

Section 4.2.5 of the TKZBL outlines the lot provisions for the RWF Zone. The RWF Zone requires a minimum lot area of 0.4 hectares with 60.0 metres of frontage on a municipally maintained road. The subject lands have a minimum lot area of 0.34 hectares with 70.0 metres on Emsdale Lake Road, which does not meet the minimum lot area requirements of the RWF Zone.

As such, it is recommended that the site-specific Residential Waterfront Exception-XX (RWF-XX) Zone include a provision for the undersized lot area.

## Guest Cabin

As stated, the applicants are requesting a larger ground floor area than what is currently permitted under the Town of Kearney Zoning By-law. Provisions related to guest cabins are contained in Section 3.2.7 where it states that, “[w]here a guest cabin is permitted on a lot the following provisions shall apply:

*i) no cooking facilities are located in the building;*

Based on the Planning Justification Report prepared by the applicants, no cooking facilities will be located within the building. This can be confirmed at the Building Permit stage.

*ii) the building may be connected to a sewage system or pressurized water system subject to North Bay – Mattawa Conservation Authority and Building Department approvals;*

Septic confirmations are to be received from NBMCA prior to Building Permit approval;

*iii) the building has a maximum ground floor area of 23 square metres;*

The proposed amendment has been requested to increase the maximum ground floor area of the guest cabin from 23.0 square metres to 50.0 square metres. It is our opinion that, due to the

property still being under the maximum lot coverage for the RWF Zone, the additional ground coverage is appropriate.

*iv) the building has a height not greater than 6.0 metres; and,*

The proposed height of the guest cabin/bunkie of 6.0 metres is permitted.

*v) the building complies with all of the setbacks that apply to the principal building on the lot.*

The submitted ZBA application requests amendments to the above-summarized provisions of the RWF Zone. It is our opinion that the intent of the provisions is still being met.

As such it is our opinion that the proposed ZBA complies with the intent of the Town of Kearney Comprehensive Zoning By-law No. 2022-20.

## Budget Implications

The Zoning By-law Amendment application was submitted with the application fee of \$650.00 + HST and the deposit fee of 1,200.00.

## Next Steps

Once a decision has been made by Council, the decision will be in an appeal period for 20 days.

## Notice and Communications

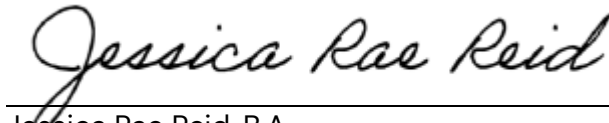
Public Notices for the Zoning By-law Amendment applications are issued by the Town. Notice of Complete Application and Public Meeting has been circulated to neighbouring properties within 120 metres of the subject lands, as well as the applicable agencies.

Respectfully Submitted,

**ECOVUE CONSULTING SERVICES INC.**



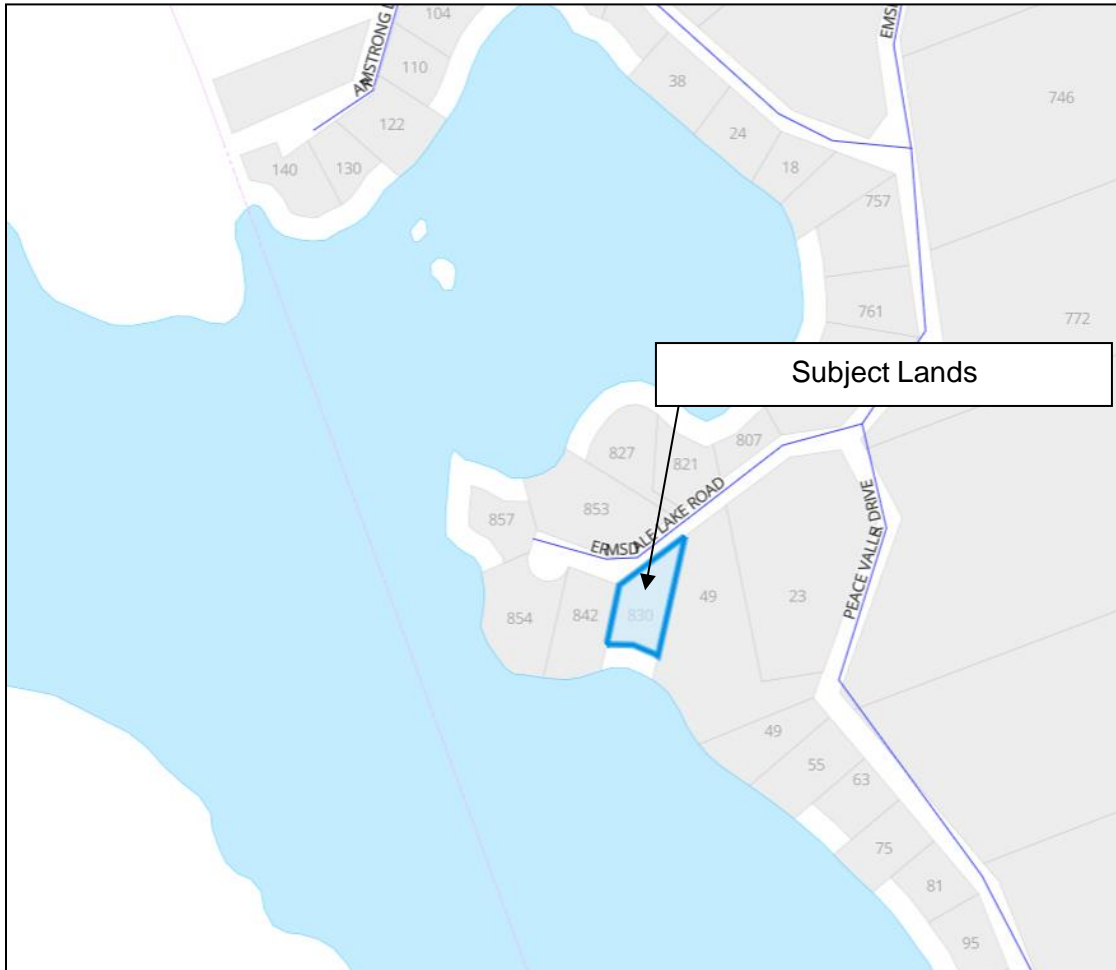
J. Kent Randall B.E.S. MCIP RPP  
Town Planning Consultant



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.



830 Emsdale Lake Road;  
Lot 18, Plan M345; Part of Lot 1, Concession 6, Bethune  
Town of Kearney, District of Parry Sound

**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.

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 minutesResolution 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 1<sup>st</sup>, 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 13<sup>th</sup>, 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 26<sup>th</sup> 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**

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Mayor

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Clerk

**The Corporation of the Town of Kearney**  
**REGULAR COUNCIL MEETING MINUTES**  
**Council Chambers**  
**Thursday, October 17, 2024 – 6:00 p.m.**

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**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)  
The DC 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 Paul Genest, Luke Lumley, Marty Corcoran and to recognize that September 30<sup>th</sup> 2024 as National Day for Truth and Reconciliation*

**1. Call the Meeting to Order**

The meeting was called to order at 6:34 p.m.

**2. Approval of Agenda**

Resolution 2024- 322

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of October 17, 2024 as amended: To include the Fire Report and the Grader Report and to Deferral the Trailer By-law until proper notice is given to the Public  
CARRIED

**3. Disclosure of Interest**

None were noted.

**4. Delegations/Presentations**

Nil

**5. Consent List**

Resolution 2024-323

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

BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, October 17, 2024 be accepted and that all recommendations or support contained therein be adopted and approved as resolutions of Council except for items: 5.1 (Moment of Silence), 5.4, 5.5, 5.6, 5.7 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:

- 5.1 Council Minutes – Moment of Silence for Luke Lumley, Marty Corcoran and to commemorate the September 30<sup>th</sup> National Day of Truth and Reconciliation
- 5.4 items from the resolution report
- 5.5 September 10 Recreation Committee Minutes
- 5.6 Support Resolution re: Solve the Crisis

**7. Items for Discussion**

7.1 DRAFT Trailer By-law

\*\*Deferred

7.2 SR 2024-66 re: Grant Applications

Resolution 2024- 324

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 SR 2024-66 regarding Grant Applications;

AND FURTHER directs Staff to complete applications for: Community Space and Recreation Infrastructure Funds and any other going forward that appear to meet our needs.  
CARRIED

7.3 ROMA Attendance

Resolution 2024-325

Moved by: Councillor Sharer; Seconded by Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney determines that we will not attend the 2025 ROMA Conference

CARRIED

7.4 OGRA Conference Attendance

Resolution 2024-326

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby determines that the following members of Staff shall attend the 2025 annual OGRA Conference: Paul Audette will go or alternatively a Roads Crew Member or Both.

CARRIED

7.5 Town Hall Meeting Date and Agenda

Resolution 2024-327

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

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 be moved to November 14, 2024.

CARRIED

\*\*\*\* DUE TO ON-GOING TECHNICAL DIFFICULTIES WITH INTERNET CONNECTIVITY THE FOLLOWING RESOLUTION WAS PASSED:

Resolution 2024-328

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

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney deems it necessary to continue the Regular Council Meeting of October 17, 2024 contrary to Section 3.5 of the Town of Kearney procedural by-law 2023-52

CARRIED

7.6 Town Hall Meeting Date and Agenda

Resolution 2024-329

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

WHEREAS the Council of the Corporation of the Town of Kearney has determined their desire to host a Town Hall meeting; AND WHEREAS this meeting will necessitate the availability of both space, Council and Staff; 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 Thursday December 12, 2024 @6pm – 8 pm with the agenda to include an opportunity for the Public to address Road concerns.

7.7 Planning Report: Bennett Consent Application

Resolution 2024-330

Moved by: Councillor Pateman; Seconded by: Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receive the report dated October 8, 2024 from EcoVue Consulting Services regarding applications B-040/24 and B-041/24 (Bennett); AND FURTHER 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. ONLY ON SEVERED LOT 1

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. ONLY ON SEVERED LOT 1

5. A Development Agreement with the Town of Kearney be entered into, and registered on title, 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 regarding sewage disposal systems on the subject lands, shall be provided.

7. Confirmation in writing from the Town of Kearney that entrances to the new lots created have been installed to the satisfaction of the Town and 911#s been assigned and installed.

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. 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.

11. 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.

CARRIED

7.8 SR 2024-67 re TAB Corp Consent Application  
Resolution 2024-331

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that 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.

CARRIED

7.9 Planning Report: Johnson Consent Application  
Resolution 2024-332

Moved by: Councillor Sharer, Seconded by Councillor Beaucage

BE IT RESOLVED that the Council of the Town of Kearney receives the Planning Report from EcoVue Consulting Services regarding Consent Applications B-038/24 (Johnson) ;

AND FURTHER that the Council of the Corporation of the Town of Kearney supports Consent Applications B-038/24 (Johnson) 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.

CARRIED

7.10 SR 2024-68 Re: RFP Results: Strategic Plan, Official Plan, ZBLA  
Resolution 2024-333

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts SR 2024-68 regarding the RFP for a Strategic Plan, Official Plan and Zoning By-law updates; AND FURTHER that Council awards the RFP to EcoVue Planning Consultatns in the amount of \$148,735.00 + HST

CARRIED

7.11 SR 2024-69 Shore Road Allowance Purchase Request  
Resolution 2024-334

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney approves in principle the sale of the shore road allowance in front of 53 Main Street, Con. 11 Part lot 35

(MacKay) subject to confirmation on the frontage boundaries of the applicants property; AND FURTHER that Staff be directed to move forward with the steps to allow this purchase.  
CARRIED

7.12 Memo: John Deere Grader  
Resolution 2024-335

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman  
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney receives and accepts SR 2024-70 regarding the Town Graders; AND FURTHER directs Staff to take money from Equipment Reserves and have AFC rebuild the motor; AND FURTHER permission is given to rent a grader from Toromont on an as needed basis.  
CARRIED

**8. Other Business - Nil**

**9. Correspondence for Information**

Resolution 2024-336

Moved by: Councillor Pateman; Seconded by: Councillor Sharer  
BE IT RESOLVED that Council receives the October 17<sup>th</sup> Correspondence list.  
CARRIED

**10. By-laws**

Resolution 2024- 337

Moved by: Councillor Pateman; Seconded by: Councillor Beaucage  
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 2024-44 to Establish & Regulate Fire and Emergency Services  
CARRIED

**11. Closed Session**

Resolution 2024- 338

Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward  
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney moves into closed session at 8:12 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.  
CARRIED

Resolution 2024- 339

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 9:30 pm.  
CARRIED

Resolution 2024-340

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer  
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney amends the agenda to include (2)(f) advice subject to solicitor-client privilege  
CARRIED

**12. Confirming By-law**

Resolution 2024- 341

Moved by: Councillor Pateman; Seconded by: Councillor Sharer  
BE IT RESOLVED that By-law 2024-45 being a by-law to Confirm the Proceedings of the Regular Meeting of Council of October 17, 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 2024-342

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 9:32 pm to meet again on November 7, 2024 in the Council Chambers, Kearney, Ontario  
CARRIED

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

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Mayor

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Clerk

DRAFT

# The Corporation of the Town of Kearney

## SPECIAL COUNCIL MEETING MINUTES Council Chambers Thursday, November 7, 2024 10:00 a.m.

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**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

Guest (virtual): Michael Maynard, Integrity Commissioner

1. **Call the Meeting to Order** – the meeting was called to order at 10:00 a.m.
2. **Approval of Agenda**  
Resolution 2024-343  
Moved by Deputy Mayor Rickward; Seconded by Councillor Sharer  
BE IT RESOLVED THAT the Agenda of the Special Council Meeting of the Corporation of the Town of Kearney of November 7, 2024, be adopted as circulated  
CARRIED
3. **Declaration of Pecuniary Interest**  
None noted
4. **Integrity Commissioner Training**  
Resolution 2024-344  
Moved by Deputy Mayor Rickward, Seconded by Councillor Pateman  
BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney directs Staff to review the Council Code of Conduct with the Town's Integrity Commissioner and bring back at a future Council Meeting for Council consideration.  
CARRIED
5. **Closed Session**  
Resolution 2024-345  
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 11:22 am under Section 239 of the Municipal Act, under the following subsections:  
(3.1) Council Training  
(2)(d) Labour Relations or Employee Negotiations  
CARRIED  
  
Resolution 2024-346  
Moved by: Deputy Mayor Rickward, Seconded by: Councillor Beaucage  
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvenes in Open Session at 1:45 p.m.  
CARRIED
6. **Adjournment**  
Resolution 2024-347  
Moved by: Councillor Sharer; Seconded by: Councillor Pateman  
BE IT RESOLVED that the Special Council Meeting of the Corporation of the Town of Kearney adjourn at 1:47 pm.  
CARRIED

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

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Mayor

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Clerk

Bank Code: AP - GENERAL AP

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Payment Amount
34194	2024-10-16	ADR Chambers Integrity Commissioner Services	1,292.44
34195	2024-10-16	Township Of Armour By-law August hrs/mileage/Expenses	7,856.96
34196	2024-10-16	Bell Mobility Inc. P/W & F/D Monthly Cell/Bldg Dept Monthly data plan	347.60
34197	2024-10-16	Katelynn Boudreault RHN Fermentation Class	400.00
34198	2024-10-16	Bowman Fuels Ltd. P/W Vehicle Diesel Fill	2,152.17
34199	2024-10-16	Bugelli, Lisa Fitness Instructor Fees Sept + Curfit Pro Membership	530.74
34200	2024-10-16	Burk's Falls Building Ctr Ltd F/D Public Prevention Awareness	173.90
34201	2024-10-16	Canadian Tods Ltd Annual Program - Road direction Signs	1,254.30
34202	2024-10-16	CRA - Receiver General Source Deductions Sept. 16 - 30.	21,382.42
34203	2024-10-16	CRA - Receiver General Source Deductions Oct 1- 15	10,232.34
34204	2024-10-16	Cedar Signs P/W Road Signs	408.44
34205	2024-10-16	Compass Minerals Canada P/W Winter Salt	14,766.41
34206	2024-10-16	Cupe Local 1813 Union dues for September	621.73
34207	2024-10-16	Currie Truck Centre P/W Shop Supplies	574.12
34208	2024-10-16	Dist. Parry Sound Soc. Ser. Final levy payment	132,765.85
34209	2024-10-16	Dubuc, Beatrice Rec Committee Reimburse Kids Halloween Party Supplies	890.59
34210	2024-10-16	Minister Of Finance (EHT) Employer Health tax Sept remittance	1,770.74
34211	2024-10-16	Fetterley's Gas & Convenience All depts Fuel & Supplies Sept 19-27	534.93
34212	2024-10-16	Fibernetics Corporation Monthly Phone	378.15
34213	2024-10-16	Cindy Filmore B/D Reimburse Training expenses	617.78
34214	2024-10-16	Fitness Essentials with Cindy Leggett Fitness Instructor Sept Fees Issued To: Cindy Leggett	255.00
34215	2024-10-16	Fowler Construction P/W Cold Mix Asphalt	4,267.05
34216	2024-10-16	Griffiths Bros Service Centre P/W 2019 Ford Repairs	7,883.11
34217	2024-10-16	Griffith Bros. Service Centre Ltd P/W 2024 Freightliner Annual Safety & 2020 Freightliner Maint	4,447.21
34218	2024-10-16	Huronian Alarm & Fire Security RCC 4th qtr alarm monitoring	81.36

**Town of Kearney**  
**Reporting Period October 15, 2024**  
Batch: 2024-00072 to 2024-00072

**COMPUTER CHEQUE**

Payment #	Date	Vendor Name	Payment Amount
34219	2024-10-16	Hydro One Networks Inc. Monthly hydro	3,452.09
34220	2024-10-16	Jones Motor Lines Service outdoor washrooms	254.25
34221	2024-10-16	Kearney/Perry Waste Management Shared levy 4th qtr payment	23,984.97
34222	2024-10-16	Kearney Water Shed Env. Foundation Donation from M Rickward	950.00
34223	2024-10-16	Lake Country Office Solutions Admin Monthly Office Photocopy Fees	354.91
34224	2024-10-16	Lockyer, Rosalee Rental Refund for Cancelled event	532.50
34225	2024-10-16	Mashinter, Amanda F/D Reimburse expenses/Fitness Instructor Sept. Fees	212.05
34226	2024-10-16	Mathews, Dinsdale, & Clark Negotiations (219 22)/HR matters 4576 <sup>00</sup>	4,795.72
34227	2024-10-16	Min Of Fin-Ontario OPP LSR August payment	25,180.00
34228	2024-10-16	MPAC-Municipal Property Assmt 4th Qtr levy payment	14,211.27
34229	2024-10-16	Municipality of Magnetawan F/D Shared Sign expense	39.55
34230	2024-10-16	North Bay/Parry Sound District Oct & Nov levy payments	4,729.34
34231	2024-10-16	Novexco Inc Admin & F/D Office Supplies	97.34
34232	2024-10-16	OMERS Pension Contributions for September	14,000.62
34233	2024-10-16	PlumbRX Plumbing Inc. KCC Repair leak mens Washroom	276.85
34234	2024-10-16	Pollard Distribution Inc. P/W Calcium for roads	12,061.85
34235	2024-10-16	Purolator Inc. Admin office Shipping charges	58.99
34236	2024-10-16	Royal Canadian Legion Council - Remembrance day Wreath (6416 PKG)	85.00
34237	2024-10-16	Russell Christie LLP Various legal (B/O/Regatta/ XBA's)	3,603.28
34238	2024-10-16	Spectrum Telecom Group Ltd. F/D Pevensey Tower Monthly rental	274.93
34239	2024-10-16	Tatham Engineering Ltd OSIM Engineering Support	1,827.78
34240	2024-10-16	Telequip Systems Limited P/W Monthly Radio Usage	276.85
34241	2024-10-16	Town Of Parry Sound 4th Qtr Land Ambulance levy	33,523.00
34242	2024-10-16	ULINE Canada Corp KCC Cleaning Supplies	277.42
34243	2024-10-16	Waste Connections of Canada Trans Str Recycling Dump & Return	12,377.86
34244	2024-10-16	Weatherall Heavy Haul Inc. P/W Move (Tow) Grader	1,808.00

**Town of Kearney**  
**Reporting Period October 15, 2024**  
Batch: 2024-00072 to 2024-00072

**COMPUTER CHEQUE**

<b>Payment #</b>	<b>Date</b>	<b>Vendor Name</b>		<b>Payment Amount</b>
34245	2024-10-16	Weidmark, Aiden	KCC Reimburse Clothing Allowance	180.79
34246	2024-10-16	Workplace Safety & Ins.Board	3rd Qtr Payment (July-Sept.)	11,035.94
Total Computer Cheque:				<u>386,348.49</u>

Total AP: 386,348.49

For Council Meeting of November 14, 2024

This is the 'List of Accounts' report for Cheques #34194 to #34246 in the amount of \$386,348.49.

## TRANSFER STATION ATTENDANCE AND COLLECTED FEES

**Presented at the Regular Council Meeting on November 14, 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	Construction	Furniture	Garbage	Shingles	King William Cash Fees	Kallio Cash Fees	Kallio & KW	
<b>Reporting Period - October 1 - 28/24</b>												
Oct 1	3C/2R/2G	52	27						4.00	30.00	50.00	84.00
Oct 4		36	23						6.00	95.00	54.00	155.00
Oct 5		39	15							60.00	178.00	238.00
Oct 6		30	13						4.00	60.00	8.00	72.00
Oct 7		38	22						8.00	100.00	40.00	148.00
Oct 8		42	20							215.00	2.00	217.00
Oct 11		32	28							260.00	40.00	300.00
Oct 12		41	14						6.00	256.00	24.00	286.00
Oct 13		43	26							124.00	80.00	204.00
Oct 15	3C/1R/1G/1F	46	49							34.00	64.00	98.00
Oct 18		43	38						2.00	114.00		116.00
Oct 20		76	39						20.00	186.00	2.00	208.00
Oct 21		34	15							200.00		200.00
Oct 22	2C/2G/2P	29	17							325.00	10.00	335.00
Oct 25		27	11							10.00		10.00
Oct 26		23	13							444.00	6.00	450.00
Oct 27		30	10							20.00		20.00
Oct 28		18	13							20.00	2.00	22.00
										-		-
										-		-
<b>Count Totals</b>		<b>679</b>	<b>393</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>REPORTING PERIOD GROSS</b>			<b>\$3,163.00</b>
Station Attendant:		Josh Dresser							Notes:			
Report Date:		November 7, 2024										

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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	
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Sept. 26/24	2024-299	DRAFT E&R Bylaw	Notice re date of passing/agenda	Stefanie		v
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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	
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Sept. 26/24	2024-312	IT Update	nothing to followup			v
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Sept. 26/24	2024-313	Santa Claus Ski Show road closure	send notification to residents PW & Fire	Stefanie		v
Oct. 17/24	2024-324	Grant Applications	Review and apply	Cindy		
Oct. 17/24	2024-325	ROMA	no attendance - nothing required			v
Oct. 17/24	2024-326	OGRA	Paul and/or PW member to attend	Paul		v
Oct. 17/24	2024-327	November Council Mtg	Set agenda, post date change	Nicole, Stef		v
Oct. 17/24	2024-328	Suspend Procedural	at meeting - nothing further			v
Oct. 17/24	2024-329	Town Hall Mtg	Note date/time notify SEPSDPB, prepare for next steps	Nicole, Stef		
Oct. 17/24	2024-330	Bennett	notify SEPSDPB, prepare for next steps	Cindy		v
Oct. 17/24	2024-331	TAB/Wallace	notify SEPSDPB, prepare for next steps	Cindy		v
Oct. 17/24	2024-332	Johnson	notify SEPSDPB, prepare for next steps	Cindy		v
Oct. 17/24	2024-333	RFP - EcoVue	notify EcoVue, begin process	Nicole, Cindy		v
Oct. 17/24	2024-334	SRA - MacKay	Notify Jennifer & applicant	Nicole, Cindy		v
Oct. 17/24	2024-335	Grader	arrange repairs, pay	Paul, Leslie		v
Oct. 17/24	2024-337	Pass Emergency Services By-law	by-law passed, copy to Paul S.	Paul S./ Nicole		v

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

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

**Guests:** Mayor, Cheryl Philip and Amanada Mashinter, Kearney Fire Department

**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 13<sup>th</sup> 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 9<sup>th</sup> 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 16<sup>th</sup>).

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 7<sup>th</sup> 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 1<sup>st</sup> (when people will need to have submitted their paperwork to the Town) and Council will review the houses and vote before 6PM on December 5<sup>th</sup> 2024 to provide information to Staff. The winners will be announced on December 7<sup>th</sup> 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 9<sup>th</sup> 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

Good day Elected Official,

For many years, we have advocated for our fair share of funding from both Provincial and Federal governments. Through FCM and AMO, we've pushed for reforms and for sustainable, predictable funding for municipal infrastructure. With both Provincial and Federal elections approaching, I believe it's time for us to unite and propose a solution for municipalities' fair share.

As we're asked to meet growth targets, our municipalities urgently need predictable, long-term funding to support critical infrastructure, including roads, bridges, and public transit. We need all levels of government to collaborate on a solution that doesn't rely solely on property taxes to fund essential infrastructure in our communities. That's why we're calling on the Province to allocate a portion of the Land Transfer Tax, and on the Federal Government to allocate a portion of the GST from new home sales—no new taxes, just a fair distribution of our own funds for our communities!

Bellow is a Motion I respectfully ask you to bring forward at your council.

This motion ensures that we have the resources to build and maintain the infrastructure that keeps our municipalities running smoothly, without increasing property taxes.

Please consider adding this Motion to your Council agendas. It is essential that our collective voices are heard. Local governments deserve predictable, long-term funding to support critical infrastructure. Together, we can build a brighter future for all Ontarians.

*Motion: Request the Redistribution of the Provincial Land Transfer Tax and GST*

*to Municipalities for Sustainable Infrastructure Funding*

*Whereas municipalities face growing infrastructure needs, including roads, bridges,*

*public transit, water systems, and other critical services, which are essential to*

*community well-being and economic development; and*

*Whereas the current sources of municipal revenue, including property taxes and user*

*fees, are insufficient to meet these increasing demands for infrastructure investment;*

*and*

*Whereas the Province of Ontario currently collects the Land Transfer Tax (LTT) on*

*property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities; and*

*Whereas the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs; and*

*Whereas redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers; and*

*Whereas a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;*

*1. Now Therefore Be It Hereby Resolved That \_\_\_\_\_Municipality\_\_\_\_\_ Council formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities; and*

*2. Be It Further Resolved That \_\_\_\_\_Municipality\_\_\_\_\_ Council calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities; and*

*3. Be It Further Resolved That this redistribution of the Land Transfer Tax and GST*

*should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs; and*

*4. Be It Further Resolved That copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs); and*

*5. Be It Further Resolved That copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.*

Regards,

Tom Mrakas

Mayor Town of Aurora

416-543-1624

**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**

<b>ITEM</b>	<b>COLUMN 1 Short form wording</b>	<b>COLUMN 2 Provision creating or defining offence</b>	<b>COLUMN 3 Set Fine</b>
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 <sup>st</sup> to April 30 <sup>th</sup>	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.



## **Memo to Council**

Date: November 14<sup>th</sup> 2024

To: Mayor, Deputy Mayor and Members of Council

From: Nicole Gourlay, Clerk – Administrator (C-A) and departments

Subject: Fees & Charges Update to DRAFT Bylaw

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### **Action:**

That Council receives this memo as an explanation to the attached DRAFT Fees & Charges By-law and directs Staff accordingly.

### **Information:**

Staff have been gathering information throughout 2024 for updates to the Fees & Charges Bylaw for the Town of Kearney. The DRAFT By-law is attached with various tracked changes for Council's review. Below are some comments on some of the changes from different departments.

#### Treasury:

1. Other Municipalities charge a fee for a Tax Notice to be reprinted. The Treasury department receives many requests throughout the year to provide a reprinted tax notice for those who have misplaced their original bill. On top of the original cost for printing and mailing these notices, the Town faces additional expenses for these requests, as it takes Staff time to search for the tax notice and email it. Or it can cost the Town extra in photocopy fees for a hard reprinted copy. Staff is proposing the Town charge \$15 per roll number to reprint and send any tax notice.
2. The Treasury department receives an inordinate amount of calls from residents inquiring about their tax balances. This is a constant interruption which continuously diverts Staff away from their current task. We recommend a fee of \$10 for each request (per roll). This helps compensate for Staff time and may encourage residents to keep track of their own bills.
3. Our tax certificate fee (\$50) is amongst the lower end compared to other municipalities. As of 2021, Strong has been charging \$60.00 per certificate, and Armour will be charging \$80.00 starting in January 2025. We could raise it to a median of \$65, perhaps with direction from council to have a grace period for the first quarter of 2025, so that notices may be sent in advance to specific law firms that most often request these certificates.

#### Administration:

1. Marriage Licenses should increase from \$125 to \$150 to reflect neighbouring municipalities (Huntsville = \$170, Parry Sound = \$179)
2. Remove flat rates for printing of packages/maps etc. and use the per page rates. Less varying fees for Staff and the public.
3. Created a monthly trailer permit fee to allow residents to apply for a shorter-term permit for less cost than a full season if they aren't requiring a full season use.
4. Plotter printing has been included to be similar to that of bigger printing places on a per sqft basis as we do get requests for printing of that size from time to time.
5. Inclusion of a property information report fee (similar to zoning and building compliance) but would include a multitude of things. Once the policy is developed in 2025, this would replace the building and zoning compliance reports.

Public Works:

1. Road/sign permits - removal of additional fees that aren't necessary and are covered by other by-laws.
2. Going forward all clean burnable brush and clean burnable wood will be received at the Kallio transfer station free of charge
3. All construction waste will be measured at \$1.50 per cubic foot.
4. All shingles will be measured at \$2.50 per cubic foot
5. Small containers (5-gallon pail size) of whatever garbage someone has to be distributed in the appropriate bin and crossed off as a "residential bag" taking \$2.00 off their loaded transfer station Card. This would include small items, construction waste, etc. but NOT asphalt shingles.
6. Staff have highlighted the "unsorted or black garbage bag" for Council to discuss.

THE CORPORATION OF THE TOWN OF KEARNEY

By-law No. 20243- ~~XX~~64

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

WHEREAS

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

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

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

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

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

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

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

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

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

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

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

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

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

7. This By-Law shall be known as the "Fees & Charges By-Law".

8. That By-law 2023-48 is hereby repealed on the date this by-law comes into full force and effect.

9. This By-Law shall come into full force and effect as of January 1<sup>st</sup>, 2024.

**Read a First, Second and Third time and finally passed this 14<sup>th</sup> of December, 2023**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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**SCHEDULE "A"**  
**TO BY-LAW NUMBER 2023-64**  
**CORPORATE SERVICES – CLERK'S DEPARTMENT**

Fee Title	Fee Plus applicable taxes	Fee Basis
Photocopies Black & White	\$0.30 \$0.35 \$1.00	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
<u>Plotter</u>	<u>\$5.00</u>	<u>Per sqft</u>
Community Groups	\$0.10 \$0.15 \$0.50	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
<u>Plotter</u>	<u>\$3.00</u>	<u>Per sqft</u>
Photocopies Colour	\$0.50 \$0.75 \$2.00	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
Community Groups	\$0.20 \$0.50 \$1.00	Per page 8.5" x 11" Per page 8.5" x 14" Per page 11" x 17"
Faxes – Outgoing	\$2.00	Per page
Faxes – Incoming	\$1.00	Per page
<u>Copy of Zoning By-law</u>	<u>\$50.00</u>	<u>Per copy</u>
<u>Copy of Official Plan</u>	<u>\$50.00</u>	<u>Per copy</u>
<u>Maps**</u>	<u>\$5.00</u>	<u>8.5 x 11 colour print of property</u>
Freedom of Information Request	\$5.00	Per request as per legislation
FOI records search	\$7.50	Per legislation - <u>P</u> er ¼ hour
Lottery License	3% of prize value	Per OLGC regulations
Dog License	\$12.00 \$15.00 \$20.00 \$5.00	First dog Second dog Each additional Replacement tag
Kennel License	\$100.00	Annually
Each dog tag for Kennel dogs	\$5.00	
Replacement Kennel License	\$50.00	
Dog redemption from impound		
First Offence	\$ 50.00	
Second Offence	\$ 75.00	
Third offence	\$100.00	
Each subsequent offence	\$100.00	
<u>Annual Trailer / Camper license</u>	\$700.00	<u>Annually Per Year commencing after 30 days have elapsed</u>
<u>Monthly Trailer/Camper License</u>	<u>\$150</u>	<u>Per month of licensing season maximum 3 months per season (May – Nov)</u>
Marriage License	<del>\$125.00</del> \$150	Per License
Remove Property Standards Order from Title	\$100.00	Per application
Line Fence Dispute Administration Fee	\$100.00 plus legal fees	Per application
Civic Address Signs	\$45.00	New signs with pole
Replacement Civic Address Sign	\$20.00	Replacement Sign (no pole)

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<del>Tender Documents</del>	<del>\$50.00</del>	<del>Per tender package</del>
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~~\*\* Map could include zoning, lakes, roads, road names, contours, tributaries, lots and concession~~

**SCHEDULE "B"**  
 TO BY-LAW NUMBER 2023-64  
**CORPORATE SERVICES – FINANCE DEPARTMENT**

Fee Title	Fee Plus Applicable Taxes	Fee Basis
Tax Certificates	<del>\$50.00</del> <del>\$65.00</del>	Per <del>property</del> <del>roll</del>
<del>Tax Statement</del>	<del>\$10.00</del>	<del>Per roll</del>
<del>Tax Bill Reprint</del>	<del>\$15.00</del>	<del>Per roll</del>
Returned Items (NSF)	\$45.00	Per cheque
Tax Registrations	\$1,500.00	Per <del>roll</del> <del>Property</del>
Tax history search	\$30.00	Per hour
Credit Card <del>Service</del> <del>Fee</del> <del>Transaction Fee</del>	2% <del>of value</del>	<del>On all services aside</del> <del>from Transfer Station</del> <del>fees at the Transfer</del> <del>Stations</del> <del>Per item</del>

**SCHEDULE "C"**  
**TO BY-LAW NUMBER 2023-64**  
**PLANNING DEPARTMENT**

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

<b>Fee Title</b>	<b>Fee Plus applicable taxes</b>	<b>Fee Basis</b>
Zoning By-law Amendment	\$750.00: Residential \$1,500.00: Commercial \$1,000: Deposit (each)	
Official Plan Amendment	\$1,000.00: Residential \$2,000.00: Commercial \$1,000.00: Deposit (each)	
Minor Variance	\$750.00	
Consent (Severance) Validation, Foreclosure, Power of Sale	\$400.00 \$50.00 \$1,000.00 Deposit (each)	
Agreements – Development, Subdivision, Consent, Condo, User Mtce. and Site Plan	\$500.00 \$1,000.00 Deposit (each)	
Plan of Subdivision / Condominium	\$1,500.00 \$1,000.00 Deposit (each)	
Road/Shore Road Allowance Closing Application Fee  Road & Shore Road Allowance Purchase	\$600.00 Appraised value \$1,000.00 Deposit (each)	
Deeming By-law	\$500.00 \$1,000.00 Deposit	
Staff Review/Report Fee	\$500.00	
Pre-consultation Report Fee	Residential: \$150.00 Fee Deposit \$2000.00 Commercial: \$200 Fee Deposit - \$3000.00	
Official Plan, Zoning, Building, Subdivision Compliance Report	\$100.00: Residential \$200.00: Commercial	<u>Per roll</u>
<u>Property Information Report</u>	<u>Residential: \$100.00</u> <u>Commercial: \$200.00</u>	<u>Per roll</u>

**NOTE:**

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

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

**SCHEDULE "D"**  
**TO BY-LAW 2023-64**  
**Facilities / Recreational Programming and Trails**

Fee Title	Fee Plus applicable taxes	Fee Basis
Gymnasium- Weddings and other large group affairs	\$800	Includes ½ day before event, event day and ½ day clean up (gym & kitchen)
Gymnasium- all other events	\$100 (M – Thur.) \$150 (F,S,S) \$50	Per 4 hour rental – for all purposes Each additional hour (or part thereof)
Bar Area / Kitchen	\$100 (M – Thur.) \$150 (F,S,S) \$50.00	Per 4 hour rental  Each additional hour (or part thereof)
Security/cleaning deposit	\$250	At booking (areas to be cleaned by user or fee will be retained)
Set Up Fee	\$50	Tables & Chairs
SOCAN Music Fees	\$31.72 \$63.49	Without dancing With dancing
Seniors Room with Kitchen	\$100  \$25.00	Per 4 hour event Each additional hour (or part thereof Per hour (or part thereof)
Exercises Classes: Calendar Month Fee	\$40/Calendar Month	As recommended by the Committee
Drop-In Class Rate	\$10/Class	
Additional Amenities	As per Rental Agreement	

**SCHEDULE "E"**  
**TO BY-LAW NUMBER 2023-64**  
**PUBLIC WORKS**

<b>Fee Title</b>	<b>Fee Plus applicable taxes</b>	<b>Fee Basis</b>
<del>Sign Permit</del>	<del>\$80.00</del>	<del>Per Year</del>
<del>Portable (A-Frame) sign permit</del>	<del>\$25.00</del>	<del>Per Year</del>
<del>Mobile Sign Permit</del>	<del>\$75.00</del>	<del>Per year</del>
Driveway Culvert Permit Application	\$300.00 \$500.00	Administration fee – non refundable Deposit – Refund subject to correct install
<del>Driveway Paving Permit Application</del>	<del>\$300.00 \$500.00</del>	<del>Administration fee – non refundable Deposit – Refund subject to correct install</del>
<del>Pavement Cut for Development Purposes (cables, pipes, etc.)</del>	<del>\$300.00 \$500.00</del>	<del>Administration fee – non refundable Deposit – Refund subject to correct install</del>
<del>Entrance way permit for concrete curb cut</del>	<del>\$300.00 \$500.00</del>	<del>Administration fee – non refundable Deposit – Refund subject to correct install (on top of Driveway Application fee and deposit)</del>
Road Occupancy Permit	<del>\$80.00</del> \$100	Per Year
Work on Town Property	Letter of Credit for \$10,000.00	Letter of credit per event to be held pending damage
<del>Oversize/overweight permit Application</del>	<del>\$200.00</del>	<del>Per application Plus Cost Recovery</del>

**SCHEDULE "F"**  
**TO BY-LAW NUMBER 2023-64**  
**TRANSFER STATION**

Fee Title	Fee Plus HST	Fee Basis
<del>Punch Transfer Station Card</del>	<del>\$25</del>	<del>Replacement card</del>
Swipe/Plastic Transfer Station Card	\$10	Replacement card
Additional bags of garbage	\$2	For each bag over limit
<b>UNSORTED BAG of Garbage or Black Bag</b>	<b>\$20</b>	<b>Additional Fee</b>
Small Appliances	\$10	Sinks, toilets, etc.
Large Appliances	Free	Metal and Tagged – Freon removed
	\$35	<u>With</u> Freon - Fridge, freezer, air-conditioner
	\$10	Non-metal and Tagged – Freon removed
Furniture	\$10/small item	Small: <u>patio umbrella</u> , rug, mat, dining chair, <del>lamp</del>
	\$20/large item	Large: Couch, Love Seat, Chair, Mattress, Box Spring, Kitchen Set, Dining Set
<del>Clean Burnable brush or building material/clean wood (NO Logs Or Stumps)</del>	<del>FREE</del> <del>\$100</del> <del>\$150</del> <del>\$294</del>	<del>Fee based on \$1.50/sq.ft.</del> <del>Pick up – 8' box or 4'x8' trailer</del> <del>Single Axle trailer</del> <del>Tandem Axle trailer</del>
Construction Waste	<u>1.50/cu.ft</u> <del>\$40.00</del>	<u>Per Single Item:</u> <del>Window, Countertop, Insulation, Drywall, Plumbing Fixture, Styrofoam</del>
	\$50	<del>Pick up – 8' box or 4'x8' trailer</del>
	\$150	<del>Single Axle trailer</del>
	\$294	<del>Tandem Axle trailer</del>
Asphalt shingles	\$2.50/cu. ft	<del>Per small container/amount</del>

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	<del>— \$180</del> <del>— \$250</del> <del>— \$490</del>	<del>Pick-up truck 8' box or 4' x 8' trailer</del> <del>Single axle Trailer</del> <del>Tandem axle Trailer</del>
Electronics & Tires	Free	
Non-Compliance with respect to Town Pick-up	\$100.00	Per offence

**SCHEDULE "G"**  
TO BY-LAW NUMBER 2023-64  
**CLASSES OF PERMITS - FIRE DEPARTMENT**

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

	\$60/hr	Apartment or multi unit building, per Inspector
	\$100	In-home day care
	\$50	Additional inspections
	\$100	Special Needs home
	\$110/hr	Nursing home inspections (2 persons)
	\$100	Liquor Licence Inspection
	\$75	Follow-up inspections
	\$100	Retail/Commercial facility
	\$75/hr	Restaurant, per Inspector
Copy and Release Inspection Report	\$50	Per Release

**SCHEDULE "H"**  
TO BY-LAW NUMBER 2023-64  
**BUILDING DEPARTMENT FEES – AS PER CURRENT BUILDING BY-LAW**

**THIS AGREEMENT MADE BETWEEN:**

**THE MUNICIPAL CORPORATION OF THE TOWNSHIP OF  
ARMOUR**

(hereinafter called the Party of the First Part)

and

**THE CORPORATION OF THE TOWN OF KEARNEY**

(hereinafter called the Party of the Second Part)

**WHEREAS** a municipality may enter into an agreement with another municipality under Section 20 of the *Municipal Act*, 2001 S.O. 2001, Chapter 25, as amended;

**AND WHEREAS** a municipality having jurisdiction over a highway or bridge shall keep it in a state of repair that is reasonable in the circumstances, under Section 44(1) of the *Municipal Act*, 2001 S.O. 2001, Chapter 25, as amended;

**AND WHEREAS** The Corporation of the Town of Kearney has an interest in the maintenance of a section of Proudfoot Road, lying in the Town of Kearney, but which is more readily accessible by the Township of Armour;

**AND WHEREAS** the Town of Kearney considers it necessary that a particular section of Proudfoot Road, lying in the Town of Kearney should be maintained by agreement;

**NOW THEREFORE THIS INDENTURE WITNESSETH** that subject to the conditions hereinafter set out and authorized by By-law of the parties of the first and second part that a portion of the road known as Proudfoot Road, and lying in the Town of Kearney shall be maintained by the Township of Armour as follows:

1. It is agreed that the portion of Proudfoot Road covered by this agreement is described as that section of Proudfoot Road which extends into the Town of Kearney approximately 300 metres (0.3 km) beyond the Armour Township municipal boundary adjacent to Lot 32, Concession 14 in the Township of Armour.
2. This agreement shall commence on the 1<sup>st</sup> day of January, 2025.
3. This agreement shall expire five years from the date of commencement, unless by mutual written consent, the parties agree to terminate the agreement. Schedule "A" shall be reviewed annually, and may be amended upon issuance of 30 days' notice to reflect current economic conditions.
4. Service standards and fees for service shall be as per the attached schedule, referred to as Schedule "A" to this Agreement.
5. The parties agree that in the event that any provision, clause, article or attachment herein, or part thereof, which forms part of this Agreement, deemed to be void, invalid or unenforceable by a Court of Competent Jurisdiction, the remaining provisions, clauses, attachments or parts thereof shall remain in full force and effect.

**IT IS AGREED** that any improvements above and beyond those set out in Schedule "A" to this agreement, shall be outside of the parameters of this agreement, and any

undertaking of same shall be discussed and agreed upon in writing by both parties prior to undertaking.

**IT IS AGREED** that the parties hereto shall pass By-laws under Section 20, *Municipal Act*, 2001 S.O. 2001, Chapter 25 to ratify and confirm this agreement.

**IN WITNESS WHEREOF** the Parties hereto have hereunder set their hands and seals respectively.

THE MUNICIPAL CORPORATION  
OF THE TOWNSHIP OF  
ARMOUR:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

THE CORPORATION OF THE  
TOWN OF KEARNEY:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

DRAFT

**Schedule "A" to By-law 2024 - XX**

**Agreement between**

**The Municipal Corporation of the Township of Armour**

**- and -**

**The Corporation of the Town of Kearney**

Service Standards

Road Patrols	- once every 30 days, as per the Minimum Maintenance Standards
Gravel Application	- summer months as required based on patrols/weather
Grading	- summer months as required based on patrols/weather
Brushing	- seasonally, as required
Ditching	- seasonally, as required
Sanding & Plowing	- winter months as required based on patrols/weather
Culvert Maintenance	- cleaning and steaming during winter months - replacement, if needed - emergency repairs shall be at the direction of the Armour Township Roads Supervisor.

Major improvements by mutual consent at agree upon cost

Fee Schedule

Annual Flat Fee           \$3,300.00  
(includes grading, grass cutting, plow and sanding and road patrol)

All work listed below will be completed on an as needed basis as agreed to by Road Supervisors from both municipalities

Gravel Application	\$ 15.00 per yard
Brushing	\$ 80.00 per incident
Ditching	\$ 60.00 per incident
Culvert Maintenance	\$ 100.00 per incident
Emergency Culvert Repair	Material cost plus labour per incident

## REPORT TO COUNCIL

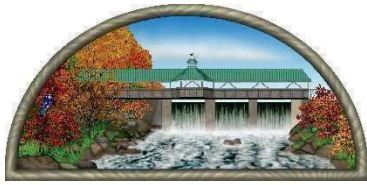
November 8<sup>th</sup>, 2024.

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

**Overview:** The Town of Kearney has received an application from Sydnei Martin for a position on Kearney Fire and Emergency Services. Sydnei is currently residing close to the Town of Kearney and has expressed an interest to join Kearney Fire and Emergency Services. Sydnei has also completed many NFPA courses and has currently reached Firefighter level two.

**Recommendation:** That Council accept the application from Sydnei as a Firefighter/ First Responder for the Town of Kearney and pass the appropriate resolution of council accepting Sydnei as a new member to Kearney Fire and Emergency Services.

Submitted for your consideration.



The Municipality of the  
**VILLAGE OF BURK'S FALLS**

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0  
P 705-382-3138 • F 705-382-2273 • [www.burksfalls.net](http://www.burksfalls.net)

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## PROPOSED OWNERSHIP & LONG-TERM FUNDING MODEL

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**Date: October 28, 2024**

### Purpose

To provide a shared ownership model for the former Burk's Falls Red Cross Hospital, now referred to as the Almaguin Highlands Health Centre (AHC) located at 150 Huston Street in the Village. This essential medical facility currently receives no direct and ongoing healthcare infrastructure funding support from the Province of Ontario.

### Background

Built as a full-service hospital in 1952, the facility operates as the de facto health care hub for all of the Almaguin Highlands, including the municipalities of Perry Township, Armour Township, Ryerson Township, McMurrich-Monteith Township, the Municipality of Magnetawan, the Town of Kearney and the Village of Burk's Falls.

The publicly owned and supported facility hosts X-Ray and Bloodwork laboratories that provide essential testing and diagnostic services for the entire district, with residents of Strong Township, Joly Township, Machar Township as well as the Village of Sundridge and the Village of South River also making use of its services.

Every district and centre in Ontario have their own health care infrastructure in the form of hospitals, healthcare centres or nurses' stations. Each receives support funding directly from the Ontario Ministry of Health for their facilities and buildings, but this is not the case for the Almaguin Highlands, which currently receive nothing.

For municipalities, the current *ad hoc* framework is not equitable and ultimately, not sustainable without first having, a) mutual agreements to reduce costs and create long-term efficiencies, and b) a plan to re-engage the provincial Ministry of Health in the areas of funding and administration not just locally but at a District Level.

Much work has been done by Village staff to bring this important issue forward and give local partnering municipalities a crucial starting point. The plan intends to re-establish a publicly owned and administered health care infrastructure for all the people of the Almaguin Highlands based upon the current, robust and much-loved facility at 150 Huston Street.



The Municipality of the  
**VILLAGE OF BURK'S FALLS**

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## **Improvements & Long-Term Planning Efficiencies**

The Almaguin Highlands Health Centre (AHHC) hosts numerous services within the building that feature subsidized low-rent or no-rent agreements. These services, such as social services counselling and the area Food Bank, are essential to keep the communities and residents healthy. Part of the funding model must accommodate such agreements and this requires a whole new approach for the management and maintenance of the facility.

One of the first steps to manage the building in a more efficient way, the Village secured a full-time property manager with commercial/industrial experience to oversee the building. The next step, a complete maintenance assessment was undertaken with careful inspections made of all infrastructure conditions, including lifespan projections of equipment. In addition, to this professional-level facility management, more potential rental space on the second floor was made available to private businesses. Currently, there remains no unrented space in the building, something that greatly improves the overall financial viability of the facility.

In early 2023, the Village of Burk's Falls distributed a selection of possible shared funding proposals to our municipal neighbours and invited comments, but the results were mixed and no clear solution presented itself. This presentation is intended to provide a new strategy on moving forward with sustainable health care infrastructure in the Almaguin Highlands, especially until such time that formal ongoing funding support can be secured from the province.

## **Future**

To best manage future infrastructure operations at the Almaguin Highlands Health Centre, Village Council directed staff to identify a plan that could address current demands and proactively assess the current state of the structure (including its internal mechanical systems) towards providing a comprehensive shared ownership model.

Most importantly, this model would also have to provide a clear, transparent and realistic process for financing the funding required to see this facility far into the future while simultaneously providing long-range clarity on financial requirements for each municipality.



The Municipality of the  
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## Analysis

The Village's historical budget for the Almaguin Highlands Health Centre (AHHC) included combined revenue and expenses for all the buildings/services at 150 Huston Street including the Medical Building (Pharmacy) and EMS building.

To provide a fair representation of the expenses and revenue generated at the Almaguin Highlands Health Centre (AHHC) for 2023, transactions not associated with the health centre building have been manually removed. The AHHC has operated in a deficit year after year as identified in figure 1.

Figure 1.

YEAR	2023	2022	2021	2020	2019
<b>REVENUE TOTALS</b>	\$117,922.68	\$167,280.44	\$167,189.33	\$154,930.79	\$156,442.25
<b>EXPENSE TOTALS</b>	\$171,400.94	\$193,308.85	\$191,007.55	\$191,096.38	\$222,278.36
<b>DEFICIT/SURPLUS</b>	<u>-\$53,478</u>	<u>-\$26,028</u>	<u>-\$23,818</u>	<u>-\$36,166</u>	<u>-\$65,836</u>

## Next Steps

Council instructed staff to identify a plan that could provide an ownership model for Municipal partners.

The shared ownership plan would sever the property entirely from its current block and create its own entity. This ownership plan will include the buy-in from municipal partners issuing equal shares of the building at 0% interest.

The current assessed value of the structure and property is established at \$1,000,000 (assessment provided by Parry Sound Muskoka Appraisals Ltd.). In an effort to reduce the immediate financial burden, partnering municipalities will be able to purchase shares at 0% interest and repayment terms that match their financial requirements.

## New AHHC board

The participating municipalities would then create a non-profit Board possibly consisting of 2 municipal representatives per partner. This Board would then create and approve an MOU for committee operations and shape the future governance of the facility, not limited to operations and revenues but also as full partners in future health care development.



The Municipality of the  
**VILLAGE OF BURK'S FALLS**

---

172 Ontario Street • PO Box 160 • Burk's Falls ON P0A 1C0  
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## **Building infrastructure**

To keep the annual budget and future budget impacts to a minimum, an analysis was undertaken with the assistance of the 2021 Tacoma Engineer Inc. property condition assessment report. The analysis identified a list of major repairs requiring attention. The Village is proposing to secure a loan once a Board of participating municipalities has been formed to address the required infrastructure needs

An estimated amount of \$500,000 would be sufficient to cover the expenses. In every aspect of a project some repairs could be deferred to the future, thus lowering the initial loan.  
(see page 7. for Capital projects listings)

Financing Consideration:

The current rates at the time of this report are 4.19%.

- \$500,000 annual repayment 20 years = \$36,962
- \$400,000 annual repayment 20 years = \$29,569

Figure 2. (See page 5) Estimated 2025 budget impacts with consideration given to a financing option of \$500,000.00 and an annual reserve contribution of \$10,000.

The proposed plan is based on the buy-in from 10 local municipal partners. If all participate in the plan the annual contribution would be estimated at \$3,626 per municipality based on the 2025 net surplus/deficit in Figure 2, plus their share of the ownership cost.

The estimate is based on all capital projects being completed and all partners being included for this estimate. Variations of the plan will change the annual cost based on participation.



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Figure 2.

**AHHC BUDGET**

<b>Revenues-Health Centre</b>	<b>2025</b>	<b>2024 As of Aug 31</b>	<b>2023</b>
Health Centre Rental Revenue	128,203	117,406	113,409
Health Centre-Donations			
Health Centre-Other Revenue		4,513	4,513
Municipal Contributions			
Loan Proceeds	500,000		
<b>Total Revenues-Health Centre</b>	<b>628,204</b>	<b>121,919</b>	<b>117,922</b>
<b>Expenditures-Almaguin Highlands Health Centre</b>			
Health Centre Wages & Benefits	52,000	40,047	44,153
Hydro	25,000	10,355	23,975
Natural Gas	7,650	3,078	7,426
Cleaning Materials	4,000	3,755	3,162
Janitorial Contract	0	18,000	45,000
Pest Control	800	617	734
Water & Sewer	2,400	1,051	2,294
Insurance	11,500	10,486	9,392
Snow Removal	3,000	1,540	2,848
Capital Expense			7,467
Elevator R&M	2,000	5,809	1,962
Building Maintenance	5,000	24,452	19,117
Property Taxes	4,156	4,012	3,872
Renovation Costs	500,000		
Health Centre 2025 Loan Interest Payments	36,962		
Health Centre Reserve	10,000		
<b>Total Expenses-Almaguin Highland Health Centre</b>	<b>664,468</b>	<b>123,203</b>	<b>171,401</b>
Net Surplus/ Deficit	<b>-\$36,264.40</b>	<b>-\$1,284.54</b>	<b>-\$53,478.47</b>



The Municipality of the  
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## Summary

This plan represents an important development for each of our municipalities in that it moves to better secure and house the essential healthcare services our residents expect over the long-term. And, perhaps most significantly, it could represent the first essential step towards the formal establishment of a district-level Almaguin Highlands Health Cooperative, creating a formal and provincially funded administrative office to professionally administer health care in the Almaguin Highlands.

Impressive work has been done by Armour Township Mayor Rod Ward and the entire Health Council towards reinforcing our essential health care services, but these services also require a professional office or dedicated building. The cost of replacement of 150 Huston Street would be staggering, whereas the cost to reinforce and build upon the legacy we have been granted is a mere fraction. The economic arguments for cooperative shared ownership make excellent sense.

The time has come to place our healthcare infrastructure spending in a more stable framework. If we look ahead, there is no reason why the combined communities of Almaguin cannot argue as one for annual, sustained community health care infrastructure funding.

By joining forces together to create a workable, realistic shared ownership plan for the Almaguin Highlands Health Centre, and showing that we can cooperate at this level, our combined voices will be heard further and resonate with more health care decision makers at Queen's Park until such point that we once more receive equivalency in funding and organization.

## HEALTH CENTRE CAPITAL PROJECTS

Timeframe*	Priority Initiative	Status	Anticipated Completion	Resources		
				Project Cost	2025 Budget Allocation	Future Years Allocation
<b>Ongoing</b>	Painting			\$ 9,500.00		
	Misceleanous			\$ 3,000.00		
<b>Immediate-Term</b>	Establish New Hospital board			\$ 5,000.00		
	Survey			\$ 5,000.00		
	Severance			\$ 2,500.00		
	Appraisal			\$ 2,500.00		
	Shareholder agreement			\$ 15,000.00		
	Fire panel			\$ 19,000.00		
	Fire pump controller			\$ 16,000.00		
	Boiler/ Plumrx			\$ 1,900.00		
	Relining of sewer pipe			\$ 16,000.00		
	Building split {rear}			\$ 3,665.00		
	Baseboard Heaters			\$ 6,000.00		
<b>Short-Term</b>	Weeping Tiles			\$ 70,000.00		
	Insulation roof			\$ 83,000.00		
	Security System{estimated}			\$ 20,000.00		
<b>Medium-Term</b>	Windows			\$ 107,000.00		
	flooring			\$60,550.00		
				\$ 445,615.00		

## MEMORANDUM OF UNDERSTANDING (MOU) PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION

I, \_\_\_\_\_, being the owner and/or occupier (hereinafter the "Landowner") of the legally described lands below, hereinafter the "Lands",

Address including lot #, concession # and/or other legal description.	Township, County, District, Region, Municipality. Include all that apply.
---	---

hereby gives the \_\_\_\_\_, hereinafter the "Local Snowmobile Club" and/or "LSC", a license to enter onto, and access, the Lands on the following terms and conditions:

1. The term of this MOU is from \_\_\_\_\_ to \_\_\_\_\_.
2. The LSC shall remain a member in good standing with the Ontario Federation of Snowmobile Clubs (OFSC) during the term of this MOU. At the Landowner's request, the LSC will provide its current OFSC Certificate of Insurance (COI).
3. The Landowner grants a license to the LSC so the LSC can enter the Lands to establish, groom, maintain, sign and use the Lands for snowmobiling by legally permitted snowmobiles and their riders.
4. The LSC will provide liability insurance of \$15,000,000.00 through an OFSC-held insurance policy (the "OFSC Insurance Policy" or "OFSCIP") for liability arising from the grooming, **signage**, operation, use and maintenance of the snowmobile trail but only with respect to the negligence of the LSC for those operations **occasioned by or relating to the presence and/or use of a snowmobile trail**. The Landowner's signature on this MOU confirms its coverage provided that the Landowner charges no fee to use the Lands.
5. The Landowner will be added as an additional insured under the OFSCIP but only with respect to liability arising from the operations of the named LSC. Coverage will be extended to the Lands through an insurance policy held by the OFSC and its member organization snowmobile club. The OFSCIP does not cover the Landowner's willful misconduct and/or negligence.
6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
9. The LSC shall post snowmobiling signage on the snowmobile trail and annually remove litter from the snowmobile trail.
10. If valid permitted and exempted snowmobiles and their riders damage property on the Lands used for snowmobiling, the LSC will repair or replace the damaged property.
11. The Landowner authorizes the LSC's or OFSC District's representative(s) to be its agent(s) to cooperate with local law enforcement agencies' efforts to supervise and enforce the uses of the Lands permitted by this MOU under the *Trespass to Property Act*, R.S.O., 1990 C. T.21, the *Motorized Snow Vehicles Act*, R.S.O. 1990 c. M.44 and the *Occupiers Liability Act*, R.S.O. 1990 c. O.2, all as amended.
12. Either party may terminate this MOU by providing at least 60 days' prior written notice to the other party as listed below.
13. **Additional Conditions: See Schedule "B"**

### LANDOWNER/OCCUPIER

Name	Email
Address	Phone

### LOCAL SNOWMOBILE CLUB

Name - Club Contact	Phone	Email
---------------------	-------	-------

**Landowner Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Club Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Schedule A Attachments:

sketch and/or

map

## SCHEDULE B

### Additional Conditions:

1. The LSC acknowledges that the subject trail is located upon public highways which are not exclusively devoted to use for snowmobiling and that this MOU does not grant the LSC any exclusive use or rights. The LSC acknowledges that the Landowner's maintenance obligations and activities may interfere with the activities permitted under section 3 of this MOU.
2. The LSC acknowledges and agrees that it is solely responsible for ensuring that the subject trail is wholly located upon the Landowner's Land and does not encroach upon or affect abutting lands. Should it be discovered that the subject trail has been inadvertently located on lands not owned by the Landowner, the LOU shall be responsible for forthwith relocating the trail onto the Landowner's land in a location identified by the Clerk Administrator of the Landowner, in her sole discretion.

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6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
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12. Either party may terminate this MOU by providing at least 60 days' prior written notice to the other party as listed below.
13. Additional Conditions: **See Schedule "B"**

**LANDOWNER/OCCUPIER**

Name	Email
Address	Phone

**LOCAL SNOWMOBILE CLUB**

Name - Club Contact	Phone	Email
---------------------	-------	-------

**Landowner Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Club Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Schedule A Attachments:
<input type="checkbox"/> sketch and/or
<input type="checkbox"/> map

## SCHEDULE B

### Additional Conditions:

1. The LSC acknowledges that the subject trail is located upon public highways which are not exclusively devoted to use for snowmobiling and that this MOU does not grant the LSC any exclusive use or rights. The LSC acknowledges that the Landowner's maintenance obligations and activities may interfere with the activities permitted under section 3 of this MOU.
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6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
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**LANDOWNER/OCCUPIER**

<i>Name</i>	<i>Email</i>
<i>Address</i>	<i>Phone</i>

**LOCAL SNOWMOBILE CLUB**

<i>Name - Club Contact</i>	<i>Phone</i>	<i>Email</i>
----------------------------	--------------	--------------

**Landowner Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Club Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Schedule A Attachments: <input type="checkbox"/> sketch and/or <input type="checkbox"/> map
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## SCHEDULE B

### Additional Conditions:

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**From:** Scott Butler <scott@goodroads.ca>  
**Sent:** Wednesday, October 9, 2024 12:07 PM  
**To:** Town Clerk <townclerk@thebluemountains.ca>  
**Subject:** Establishment of an Ontario Rural Road Safety Program

# Good Roads

Wednesday, October 09, 2024

To: Town of The Blue Mountains Head of Council and Council Members

Sent via email to: [townclerk@thebluemountains.ca](mailto:townclerk@thebluemountains.ca)

**Subject: Establishment of an Ontario Rural Road Safety Program**

Too many Ontarians are being seriously injured or killed on our roads.

In 2023, there were 616 people killed and 36,090 people injured. The number of fatalities is up nearly 20% in the last ten years.

In 2021, the most recent year of complete data from MTO's *Ontario Road Safety Annual Report* (ORSAR), there were 561 fatalities – 426 of which occurred on municipal roads. While rural Ontario only represents 17% of the province's population, 55% of these deaths occurred on rural roads. By any measure, Ontario's rural roads are disproportionately more dangerous.

At the same time, municipal insurance premiums continue to increase. With no plausible reform being considered for joint and several liability, municipalities need to find innovative means for managing risk, particularly on their roadways,

To deal with this crisis, Good Roads has designed a multifaceted rural road safety program and have been in discussions with the Ministry of Transportation to fund it. The program would target a municipality's most dangerous roads, perform road safety audits, and install modern safety infrastructure that prevents serious injuries and save lives. This program is designed to be cost effective while also providing rural municipalities with a direct means for addressing risk associated with their roadways.

Good Roads has proposed leading a five-year \$183 million program that leverages our 131 years of municipal road expertise and our industry partnerships to quickly put in place the solutions that will address some of Ontario's most dangerous roads.

Good Roads is seeking support to address these preventable tragedies.

If the Town of The Blue Mountains would be interested in pursuing this, a Council resolution similar to the example below should be adopted and sent to the Premier and the Minister of Transportation:

WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;

AND WHEREAS, despite only having 17% of the population, 55% of the road fatalities occur on rural roads;

AND WHEREAS, rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;

AND WHEREAS, preventing crashes reduces the burden on Ontario's already strained rural strained health care system;

AND WHEREAS, roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums. Preventing crashes can have a significant impact in improving municipal risk profiles;

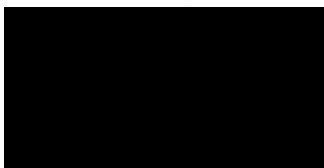
THEREFORE, BE IT RESOLVED THAT the Town of The Blue Mountains requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead. It will allow Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads; and

FURTHER THAT a copy of this resolution be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. King Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Hon. Lisa Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, and Hon. Sylvia Jones, Minister of Health, and Good Roads; and

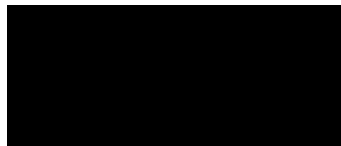
FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

If you have any questions regarding this initiative please contact Thomas Barakat, Good Roads' Manager of Public Policy & Government Relations, at [thomas@goodroads.ca](mailto:thomas@goodroads.ca) at your convenience.

Sincerely,



Scott R. Butler  
Executive Director



Antoine Boucher  
President  
Good Roads Board of Directors



**The Town of The Blue Mountains  
Council Meeting**

**Title:** Scott R. Butler, Executive Director, Ontario Good Roads Association and Antoine Boucher, President, Ontario Good Roads Board of Directors

**Date:** Monday, October 21, 2024

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**Moved by:** Councillor McKinlay

**Seconded by:** Councillor Maxwell

THAT Council of the Town of The Blue Mountains receives for information the correspondence of Scott R. Butler, Executive Director, Ontario Good Roads Association and Antoine Boucher, President, Ontario Good Roads Board of Directors Re: Request for Council Consideration of Support for Resolution regarding the Establishment of an Ontario Rural Road Safety Program;  
WHEREAS official statistics from the Government of Ontario confirm that rural roads are inherently more dangerous than other roads;  
AND WHEREAS, despite only having 17% of the population, 55% of the road fatalities occur on rural roads;  
AND WHEREAS, rural, northern, and remote municipalities are fiscally strained by maintaining extensive road networks on a smaller tax base;  
AND WHEREAS, preventing crashes reduces the burden on Ontario's already strained rural strained health care system;  
AND WHEREAS, roadway collisions and associated lawsuits are significant factors in runaway municipal insurance premiums. Preventing crashes can have a significant impact in improving municipal risk profiles;  
THEREFORE, BE IT RESOLVED THAT the Town of The Blue Mountains requests that the Government of Ontario take action to implement the rural road safety program that Good Roads has committed to lead. It will allow Ontario's rural municipalities to make the critical investments needed to reduce the high number of people being killed and seriously injured on Ontario's rural roads; and  
FURTHER THAT a copy of this resolution be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. King Surma, Minister of Infrastructure, Hon. Rob Flack, Minister of Agriculture, Hon. Lisa Thompson, Minister of Rural Affairs, Hon. Trevor Jones, Associate Minister of Emergency Preparedness and Response, and Hon. Sylvia Jones, Minister of Health, and Good Roads; and  
FURTHER THAT this resolution be circulated to all municipalities in Ontario requesting their support.

**YES: 6**

**NO: 0**

**CONFLICT: 0**

**ABSENT: 1**

**The motion is Carried**

**YES: 6**

Mayor Matrosovs

Councillor Ardiel

Councillor Hope

Councillor Maxwell

Councillor McKinlay

Councillor Porter

**NO: 0**

**CONFLICT: 0**

**ABSENT: 1**

**Deputy Mayor Bordignon**

## **Agenda**

### **Date:**

October 24, 2024

### **Time:**

6:30pm

### **Location:**

(on-line) ZOOM Meeting

on-line streaming of the meeting please click on the link below.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

### **Members Present:**

#### **Present:**

Dave Thompson, Director of Emergency and Protective Services

#### **Recording:**

Sheri Skinner, Administrative Assistant

#### **Guests:**

### **Land Acknowledgment**

#### **1. Agenda**

##### **1.1 Additions to Agenda**

Town of Parry Sound EMS Advisory Committee

Open Agenda

**1.2 Prioritization of Agenda**

**1.3 Adoption of Agenda**

**Moved by**

**Seconded by**

That the October 24, 2024 Parry Sound District Emergency Medical Services Committee meeting Agenda be approved.

**1.4 Disclosure of Pecuniary Interest and the General Nature Thereof**

**2. Minutes and Matters Arising from Minutes**

**2.1 Adoption of Minutes**

**Moved by**

**Seconded by**

That the Minutes of the May 23, 2024 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

**3. Correspondence**

**4. Deputations**

**5. Emergency Services Director's Report**

**Moved by**

**Seconded by**

That the Emergency Services Director's Report dated October 24, 2024 be accepted as submitted.

## **6.0 Reports**

6.1 EMS Statistical Report - August 2024

6.2 EMS Night Call Statistics - August 2024

6.3 EMS Vehicle Inventory - August 2024

### **Resolution**

EMS Committee members have received reports 6.1, 6.2, 6.3 as listed above.

**Moved by**

**Second by**

## **7. Ratification of Matters from Closed Agenda**

## **8. Other Business**

8.1 DT RR 2025 Land Ambulance Budget-2024

8.1.1 DT ATT#1 2025 Land Ambulance Budget-AD2024 including CPLTC

### **Resolution**

That the EMS Advisory Committee recommends Town of Parry Sound Council approve the 2025 District Land Ambulance Budget in the total amount of \$13,650,076.08 including capital expenditures of \$500,000 from the EMS Capital Reserve and \$575,000 from the EMS Surplus Reserve

**Moved by**

**Seconded by**

Town of Parry Sound EMS Advisory Committee

Open Agenda

## **9. Adjournment**

## Directors Report

October 24, 2024

### 2024 Financial Position

A modest surplus is currently being forecast for 2024. Wages are currently on budget. Benefits are under budget.

### Burks Falls

Approval to move forward as per the Committees recommendation was provided by Town Council. Duncan Ross Architects have been engaged to manage the project. The Site Plan is currently with the Village of Burks Falls for approval. Duncan Ross is working on architectural drawings for Building Department approval. The tender will be released by the Town in late winter / early spring with a late spring start to construction expected.

EMS staff are working on the contingency plan for staff during the construction. Current expectations are that the staff will be moved to the Burks Falls Fire Hall as a temporary home during construction.

### Henvey Inlet First Nation

Continued concerns over the low call volume exist to provide enough support for an EMS base in Henvey Inlet. Staff continue to engage with MOH and HIFN to determine the best path forward. Manitoulin Sudbury is also looking into staffing in their portion of the Hwy 69 corridor which is immediately north of HIFN.

### Community Paramedicine Long Term Care (CPLTC)

Stable funding is in place until March 2026 for the CPLTC program. Province wide discussions are occurring with the expectation of stable long-term funding to be realized in the near future. This will most likely come with a service delivery framework. PSDEMS staff have been working towards standardizing our service delivery with our neighbour's in Muskoka, North Bay and Sudbury. This assists with equity of service in border areas as well as establishing a base line standard to care across the District.

### Defibrillators

The defibrillator replacements are included in the draft 2025 Land Ambulance budget for Committee consideration.

### Remote Response

Strategies to address remote response access are becoming a focus of EMS management. The EMS industry is moving from ambulance removed care. Our response area, as is some of the north, consists of difficult to access residences. This unique trait creates continued challenges. OPP boats are available less to access the Georgian Bay (and inland) water access properties at selected times. Many Fire Departments also provide these types of access services, however not all areas of our District have Fire Department support. Private commercial shuttles are becoming less available, and the use of private residents' watercraft or vehicles is becoming a significant health and safety concern. Staff will keep the Committee updated on this issue as it develops.

## Parry Sound District Paramedic Service Monthly Report - August 2024

Call Volume																												
	Parry Sound			Pointe Au Baril			Humphrey			Burks Falls			South River			Powassan			Argyle			Paramedicine			District Calls			
	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2024 YTD	Aug-23	Aug-24	2023 YTD	2024 YTD
Code 1	5	3	29	0	0	0	4	4	17	0	0	4	0	0	7	1	4	7	1	0	1	0	0	0	11	11	115	61
Code 2	5	5	50	0	0	2	0	1	13	0	1	3	0	0	3	4	1	4	0	0	0	0	0	0	9	8	57	75
Code 3	70	65	527	8	10	47	29	17	124	23	32	211	21	28	174	27	25	172	8	6	50	0	0	1	186	183	1,306	1,304
Code 4	170	194	1,200	21	25	139	59	66	374	75	79	494	74	74	523	64	73	540	19	23	147	1	1	11	483	535	3,212	3,429
<b>Total Calls</b>	<b>250</b>	<b>267</b>	<b>1,806</b>	<b>29</b>	<b>35</b>	<b>188</b>	<b>92</b>	<b>88</b>	<b>528</b>	<b>98</b>	<b>112</b>	<b>712</b>	<b>95</b>	<b>102</b>	<b>707</b>	<b>96</b>	<b>103</b>	<b>723</b>	<b>28</b>	<b>29</b>	<b>198</b>	<b>1</b>	<b>1</b>	<b>12</b>	<b>689</b>	<b>737</b>	<b>4,690</b>	<b>4,869</b>
Code 7	50	52	375	7	7	42	18	17	102	23	16	145	14	33	145	13	22	142	7	11	63	1	1	5	133	159	998	1,019
Code 8	0	0	0	31	20	168	134	124	862	24	14	108	1	4	13	35	40	250	52	58	325	0	0	0	277	260	1,821	1,726
Code 9	4	3	13	0	1	3	3	3	10	0	3	10	3	3	16	2	3	11	1	1	8	2	1	11	15	18	112	82
Long Distance Transfers	3	9	51	0	0	7	2	5	18	6	0	12	0	0	0	6	0	4	2	0	1	0	0	0	19	14	115	93
Out of District Calls	0	2	4	1	0	0	2	1	6	1	0	1	0	7	16	0	20	48	2	1	3	0	0	0	6	31	59	78

Kilometres Travelled																												
	Parry Sound			Pointe Au Baril			Humphrey			Burks Falls			South River			Powassan			Argyle			Paramedicine			Total Mileage			
	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2024 YTD	2023	2024	2023 YTD	2024 YTD
January	12,355	8,381	8,381	3,082	3,395	3,395	3,777	6,022	6,022	8,659	8,040	8,040	15,209	14,010	14,010	9,103	10,187	10,187	739	5,189	5,189	7,823	7,866	7,866	60,747	63,090	60,747	63,090
February	8,746	7,260	15,641	3,300	3,486	6,881	5,952	5,470	11,492	6,640	5,841	13,881	12,982	9,542	23,552	8,746	8,895	19,082	10,950	4,880	10,069	7,996	6,687	14,553	65,312	52,061	126,059	115,151
March	8,094	6,832	22,473	2,483	2,996	9,877	8,229	7,034	18,526	7,082	7,819	21,700	12,020	10,305	33,857	10,185	8,207	27,289	6,052	4,241	14,310	9,669	9,716	24,269	63,814	57,150	189,873	172,301
April	7,874	6,637	29,110	2,261	2,933	12,810	8,003	6,923	25,449	6,723	7,060	28,760	10,939	13,972	47,829	8,053	8,825	36,114	5,242	3,795	18,105	6,854	7,021	31,290	55,949	57,166	245,822	229,467
May	11,524	9,574	38,684	4,127	3,907	16,717	8,621	9,195	34,644	9,471	7,734	36,494	11,053	13,853	61,682	10,132	8,191	44,305	7,536	7,016	25,121	8,266	6,729	38,019	70,730	66,199	316,552	295,666
June	9,579	13,455	52,139	2,912	2,676	19,393	7,388	4,963	39,607	8,095	7,746	44,240	11,107	13,657	75,339	8,811	8,318	52,623	7,556	6,400	31,521	9,005	5,755	43,774	64,453	62,970	381,005	358,636
July	15,987	17,307	69,446	2,078	5,732	25,125	9,852	6,537	46,144	10,727	10,275	54,515	15,048	16,394	91,733	11,656	10,596	63,219	9,021	7,506	39,027	10,414	6,516	50,290	84,783	80,863	465,788	439,499
August	13,547	12,128	81,574	3,052	4,922	30,047	10,117	12,209	58,353	9,995	11,506	66,021	14,742	13,426	105,159	11,355	11,131	74,350	3,198	7,171	46,198	8,040	6,563	56,853	74,046	79,056	539,834	518,555
September																									0	0	0	0
October																									0	0	0	0
November																									0	0	0	0
December																									0	0	0	0

Response Times																												
	Parry Sound		Pointe Au Baril		Humphrey		Burk's Falls		South River		Powassan		Argyle		Paramedicine		CTAS				Target Time		2024 Target		2024 YTD Actual			
	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	Aug-23	Aug-24	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
Average	12.28	12.13	14.45	20.17	15.03	13.28	14.58	n/a	13.49	11.19	17.05	17.56	16.95	24.38	10	---	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
Call Backs	0	0	---	---	---	---	---	---	---	---	---	---	---	---	5	9	---	---	---	---	---	---	---	---	---	---	---	---
CREMS Referrals	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	13	16	---	---	---	---	---	---	---	---	---	---
<b>Notes: Argyle, Powassan &amp; South River are dispatched by North Bay CACC. Parry Sound, Humphrey, Pointe Au Baril &amp; Burks Falls are dispatched Parry Sound ACS.</b>																	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
																	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
																	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
																	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	
																	1	2	3	4	5	6 minutes	12 minutes	30%	55%	15%	37%	

**Parry Sound District Paramedic Service  
Monthly Report - August 2024**

**Training**

- Radio training for all staff

**Human Resources**

- Manager - 1
- Administration - 1
- EMS Supervisors - 3
- CP Supervisor - 1
- CP FT Medics - 6
- Full Time Medics - 50
- Part Time Medics - 17
- Temp PT Medics - 4
- Casual Medics - 5
- Total Staff - 88**

**Vehicles**

- Normal Maintenance and Inspections were provided

**Quality Assurance/Incident Report**

- Incident Reports are distributed monthly to Field Office, Town of Parry Sound and EMS Manager

**General Interest**

**Distribution:**



## Code 8 Calls

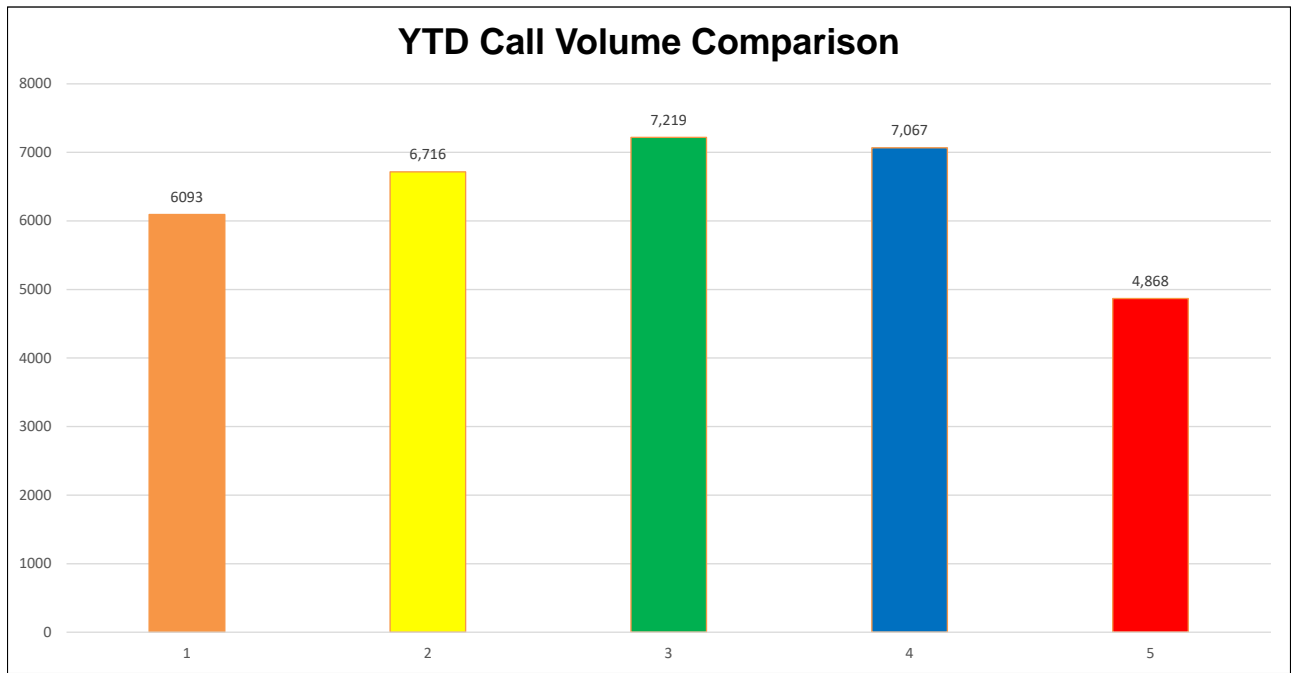
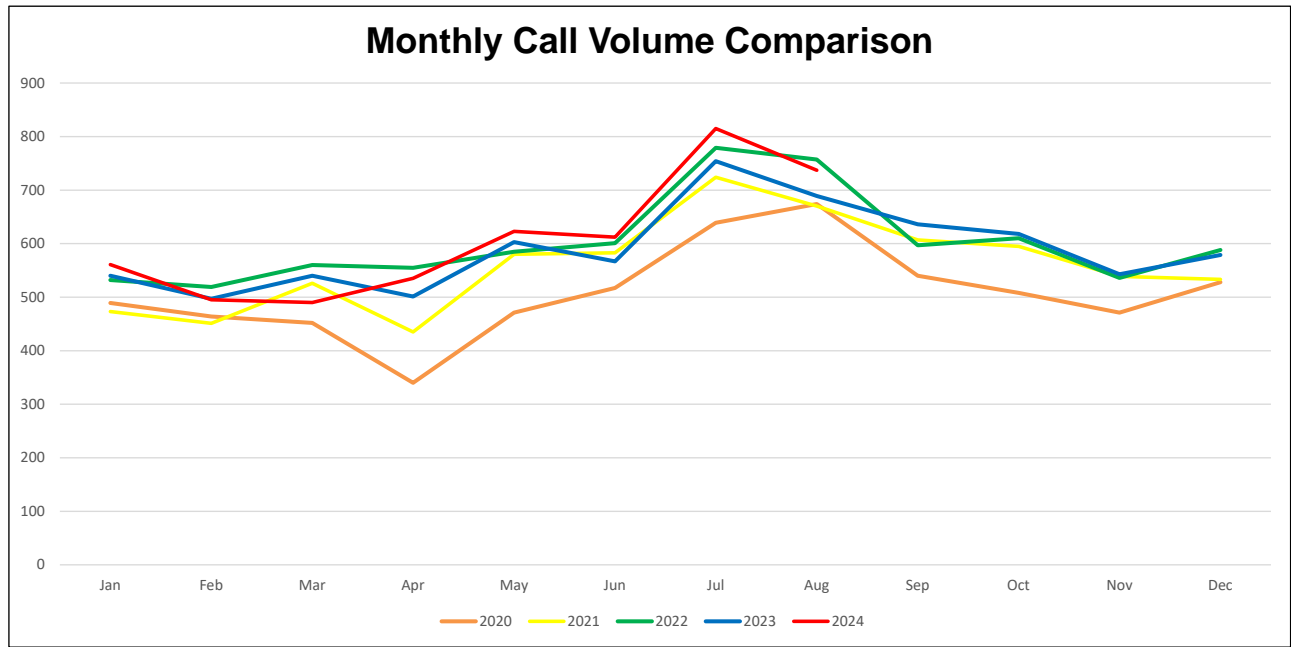
	Parry Sound		Pointe Au Baril		Humphrey		Burks Falls		South River		Powassan		Argyle		Total	
	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024
January	1	0	26	24	86	95	12	15	0	0	42	28	0	47	167	<b>209</b>
February	0	0	43	6	68	70	11	13	3	1	33	18	50	34	208	<b>142</b>
March	0	0	11	28	120	126	18	3	0	0	24	23	26	40	199	<b>220</b>
April	0	0	23	15	132	115	4	14	1	2	33	35	39	46	232	<b>227</b>
May	0	0	21	31	130	144	17	17	1	1	25	26	53	45	247	<b>264</b>
June	0	0	74	16	70	73	17	15	0	1	44	34	52	0	257	<b>139</b>
July	0	0	32	28	85	115	26	17	5	4	27	46	59	55	234	<b>265</b>
August	0	0	31	20	134	124	24	14	1	4	35	40	52	58	277	<b>260</b>
September															0	<b>0</b>
October															0	<b>0</b>
November															0	<b>0</b>
December															0	<b>0</b>
<b>Total</b>	<b>1</b>	<b>0</b>	<b>261</b>	<b>168</b>	<b>825</b>	<b>862</b>	<b>129</b>	<b>108</b>	<b>11</b>	<b>13</b>	<b>263</b>	<b>250</b>	<b>331</b>	<b>325</b>	<b>1821</b>	<b>1726</b>



## Parry Sound District Paramedic Service - Public Relations Hours

	West Side	East Side
	Details	Details
January	- Visit to Humphrey Public School(Siren/Arnold/Predie)	
February		
March		
April		- Burks Falls Beavers visit (Hempel)
		- Powassan Maple Syrup Festival (paid upstaff - A.Wood/Hempel)
		- Maple Sugar Run (Bissell)
May	- Muskoka Woods Leadership Camp (paid upstaff - Wade/Cremer/Bailey/Walker/Butler/Cooper/Michaud/Arnold)	- South River Public School Visit (Siren/Hempel/Skiffington/Wade/Desrochers)
June		
July		
August	- Mckellar FD Emergency Preparedness Day (Brownley/Redman)	- Sundridge Sunflower Festival (Jenn Cremer/Hempel)
	- Waubeek Child Care Visit with Siren (Hric/Haffner/Boyden)	
September		- Sirens in the Park (Farmer/Sagle/Butler)
October		
November		
December		

# Parry Sound District Paramedic Service - Call Volume



## Parry Sound District Paramedic Service - Weekly Call Backs - 2024

		Humphrey Call Backs			Arygle Call Backs			Total Call Backs	YTD Call Backs
		(23:00-04:00)	(04:00-08:00)	Total	(2000-0400)	(0400-0800)	Total		
1	Jan 1 - Jan 7	0	0	0	1	2	3	3	3
2	Jan 8 - Jan 14	2	2	4	0	0	0	4	7
3	Jan 15 - Jan 21	1	0	1	1	0	1	2	9
4	Jan 22 - Jan 28	2	0	2	1	0	1	3	12
5	Jan 29 - Feb 4	2	0	2	1	1	2	4	16
6	Feb 5 - Feb 11	1	0	1	1	1	2	3	19
7	Feb 12 - Feb 18	0	0	0	1	0	1	1	20
8	Feb 19 - Feb 25	2	0	2	2	0	2	4	24
9	Feb 26 - Mar 3	/	/	0	1	1	2	2	26
10	Mar 4 - Mar 10	/	/	0	1	0	1	1	27
11	Mar 11 - Mar 17	/	/	0	0	0	0	0	27
12	Mar 18 - Mar 24	/	/	0	1	0	1	1	28
13	Mar 25 - Mar 31	/	/	0	0	0	0	0	28
14	Apr 1 - Apr 7	/	/	0	1	0	1	1	29
15	Apr 8 - Apr 14	/	/	0	2	1	3	3	32
16	Apr 15 - Apr 21	/	/	0	0	1	1	1	33
17	Apr 22 - Apr 28	/	/	0	0	0	0	0	33
18	Apr 29 - May 5	/	/	0	0	0	0	0	33
19	May 6 - May 12	/	/	0	1	1	2	2	35
20	May 13 - May 19	/	/	0	4	0	4	4	39
21	May 20 - May 26	/	/	0	2	0	2	2	41
22	May 27 - Jun 2	/	/	0	2	0	2	2	43
23	Jun 3 - Jun 9	/	/	0	0	0	0	0	43
24	Jun 10 - Jun 16	/	/	0	1	0	1	1	44
25	Jun 17 - Jun 23	/	/	0	2	0	2	2	46
26	Jun 24 - Jun 30	/	/	0	1	1	2	2	48
27	Jul 1 - Jul 7	/	/	0	1	1	2	2	50
28	Jul 8 - Jul 14	/	/	0	1	1	2	2	52
29	Jul 15 - Jul 21	/	/	0	2	0	2	2	54
30	Jul 22 - Jul 28	/	/	0	0	0	0	0	54
31	Jul 29 - Aug 4	/	/	0	1	0	1	1	55
32	Aug 5 - Aug 11	/	/	0	2	0	2	2	57
33	Aug 12 - Aug 18	/	/	0	2	0	2	2	59
34	Aug 19 - Aug 25	/	/	0	2	1	3	3	62
35	Aug 26 - Sept 1	/	/	0	1	0	1	1	63
<b>Total Calls</b>		<b>10</b>	<b>2</b>	<b>12</b>	<b>39</b>	<b>12</b>	<b>51</b>	<b>63</b>	<b>63</b>
Avg/Week - 1.50				Avg/Week - 1.46					

Parry Sound District Paramedic Service - Monthly Night Calls - 2024

	Parry Sound Night Calls				Humphrey Night Calls				Burks Falls Night Calls				Powassan Night Calls				South River Night Calls				Total Night Calls	Total YTD Night Calls
	(1900-0700)	(1900-0400)	(0400-0700)	Total PS Night Calls	(2100-0900)	(2100-0400)	(0400-0900)	Total Hum Night Calls	(1900-0700)	(1900-0400)	(0400-0700)	Total BF Night Calls	(1900-0700)	(1900-0400)	(0400-0700)	Total Pow Night Calls	(1900-0700)	(1900-0400)	(0400-0700)	Total SR Night Calls		
	Code 8's	All Other Codes	All Other Codes	Total All Other Codes	Code 8's	All Other Codes	All Other Codes	Total All Other Codes	Code 8's	All Other Codes	All Other Codes	Total All Other Codes	Code 8's	All Other Codes	All Other Codes	Total All Other Codes	Code 8's	All Other Codes	All Other Codes	Total All Other Codes		
January	0	66	12	78	0	8	2	10	6	34	9	43	6	63	17	80	0	68	8	76	287	287
February	0	64	17	81	6	8	0	8	9	16	9	25	6	43	23	66	0	47	21	68	248	535
March	0	45	16	61	59	13	6	19	3	38	8	46	5	59	16	75	0	65	18	83	284	819
April	0	57	15	72	50	12	9	21	10	13	5	18	10	58	9	67	1	51	10	61	239	1058
May	0	46	8	54	56	21	11	32	8	24	7	31	6	55	17	72	1	56	25	81	270	1328
June	0	50	16	66	34	18	6	24	8	41	13	54	10	41	7	48	1	45	27	72	264	1592
July	0	89	15	104	63	33	9	42	17	50	8	58	20	39	11	50	4	83	19	102	356	1948
August	0	79	22	101	67	25	8	33	9	37	4	41	22	23	3	26	3	31	9	40	241	2304
September				0				0				0				0					0	0
October				0				0				0				0					0	0
November				0				0				0				0					0	0
December				0				0				0				0					0	0
<b>Total Calls</b>	<b>0</b>	<b>496</b>	<b>121</b>	<b>617</b>	<b>335</b>	<b>138</b>	<b>51</b>	<b>189</b>	<b>70</b>	<b>253</b>	<b>63</b>	<b>316</b>	<b>85</b>	<b>381</b>	<b>103</b>	<b>484</b>	<b>10</b>	<b>446</b>	<b>137</b>	<b>583</b>	<b>2,189</b>	<b>2,189</b>
	<b>Avg/Month - 77.13</b>				<b>Avg/Month - 23.63</b>				<b>Avg/Month - 39.50</b>				<b>Avg/Month - 60.50</b>				<b>Avg/Month - 72.88</b>					

## EMS Call Back Comparison (2023 vs. 2024)

	Parry Sound Call Backs			Arygle Call Backs			Total Call Backs
	(23:00-04:00)	(04:00-08:00)	Total	(1700-0400)	(0400-0800)	Total	
2023 Call Backs	7	0	7	51	22	73	<b>80</b>
2024 Call Backs	10	2	12	39	12	51	<b>63</b>
<b>Difference</b>	-3	-2	-5	12	10	22	<b>17</b>

## Parry Sound District Paramedic Service Vehicle Inventory - Aug 31/24

STATION LOCATION	MOH ISSUE #	CALL SIGN	MAKE	MODEL	LICENCE #	SERIAL #	DATE IN SERVICE	FUEL TYPE	VEHICLE TYPE	CONV. CO.	Avg Fuel Cost/Km	Avg Maint. Cost/Km	MILEAGE	0-59 MONTHS	60-71 MONTHS	72+ MONTHS
Parry Sound	21-004	5259	Ford	02 MOD	BN 36609	1FDWE3FNONDC13302	09-Nov-21	Gas	D	Crestine	0.36	0.17	125,302	34		
Parry Sound	23-001	5260	Ford	02 MOD	BT 87344	1FDWE3FN9PDD18651	20-Jan-23	Gas	D	Crestine	0.30	0.19	65,496	19		
Parry Sound	23-003	5262	Ford	02 MOD	BT 87345	1FDWE3FN4PDD18668	20-Jan-23	Gas	D	Crestine	0.36	0.12	79,585	19		
Parry Sound	18-003	5320	Chev	Silverado	AX 39218	3GCUKREK6JG474518	01-Feb-19	Gas	HT	Rowland	0.07	0.09	102,642		66	
Parry Sound	05-001	ESU Trailer #1	Pace	2900lb S Axle	C50 48E	40LFB12165P119518	May-06	n/a	n/a	In House	n/a	n/a	n/a	n/a	n/a	n/a
Humphrey	19-003	5226	Ford	02 MOD	AZ 37722	1FDWE3FS4KDC17399	May-19	Gas	D	Crestine	0.38	0.17	279,704		64	
Humphrey	23-002	5261	Ford	02 MOD	BT 87346	1FDWE3FN0PDD18652	20-Jan-23	Gas	D	Crestine	0.36	0.09	58,857	19		
Pointe Au Baril	21-003	5258	Ford	02 MOD	BN 36610	1FDWE3FN9NDC13301	28-Oct-21	Gas	D	Crestine	0.33	0.09	123,144	34		
Burks Falls	24-002	5277	Ford	02 MOD	BZ 31461	1FDWE3FN8RDD38330	1-Jun-18	Gas	D	Crestine	0.38	0.15	18,964	3		
Burks Falls	20-002	5289	Ford	02 MOD	BC 68117	1FDWE3FS2KDC46139	01-Jun-20	Gas	D	Crestine	0.38	0.22	251,109	51		
South River	19-002	5225	Ford	02 MOD	AZ 37724	1FDWE3FSXKDC20355	May-19	Gas	D	Crestine	0.35	0.13	313,736		64	
South River	20-001	5288	Ford	02 MOD	BC 68116	1FDWE3FSOKDC46138	1-Jun-20	Gas	D	Crestine	0.34	0.11	204,392	51		
South River	21-002	5326	GMC	2500	BL 28776	1GTU9AEF8M2323482	01-Sep-21	Gas	HT	Rowland	0.20	0.13	102,070	36		
South River	07-003	ESU Trailer #2	Car-Mate	5000lb T Axle	D79 22T	5A3C16D07L003635	May-07	n/a	n/a	Ferno	n/a	n/a	n/a	n/a	n/a	n/a
Powassan	19-001	5224	Ford	02 MOD	AZ 37723	1FDWE3FS8KDC20354	May-19	Gas	D	Crestine	0.37	0.10	263,373		64	
Powassan	24-001	5270	Ford	02 MOD	BZ 31460	1FDWE3FN0RDD27273	May-24	Gas	D	Crestine	0.37	0.16	18,185	3		
Argyle	18-001	5276	Ford	02 MOD	AW 76738	1FDWE3FS4JDC12878	21-May-18	Gas	D	Crestine	0.22	0.25	339,926			75
Paramedicine	23-004	5317	Ford	F150	CYKF 836	1FM5K8AB1PGA86074	Aug-23	Gas	HT	Rowland	0.16	0.02	21,879	13		
Paramedicine	20-003	5321	Ford	Explorer	CPTY 188	1FM5K8AB2LGC10668	Oct-20	Gas	HT	Rowland	0.18	0.06	119,416	46		
Paramedicine	16-003	5322	Dodge	RAM	AN 59640	1C6RR7FT3GS328946	Nov-16	Gas	HT	Rowland	0.23	0.06	167,759			91
Paramedicine	21-001	5325	Ford	Explorer	CRYV 270	1FM5K8AB6MGB25298	27-Jun-21	Gas	HT	Rowland	0.14	0.68	71,580	38		

\*Total Vehicles = 19

\*Total ESU Trailers = 2

0

Average Cost	0.31	0.14
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Retired Vehicles		Date Retired	MOH #	Veh #	License	VIN #
PS EMS	South River (trade-in)		01-0087	5128	294 2JK	1FDSS34F9YHA52089
PS EMS	Burk's Falls (trade-in)		00-0045	5158	293 4JK	1FDSS34F9YHA52092
PS EMS	Loring/Argyle		98-1005	5209	295 2JK	1FDWE30F3VHA50317
PS EMS	Parry Sound (to Sequin F.D.)		97-1038	5260	294 5JK	1FDKE30F5VHC12686
PS EMS	Magnetawan (to Fire Dept.)		98-0125	5261	295 3JK	1FDWE30F1WHB19473
PS EMS	Parry Sound (wrecked)		02-Apr	5261	593 1NN	1FDWE35P65HA08160
PS EMS	Powassan (to Fire Dept)		96-1038	5270	295 1JK	1FDKE30F3THA71176
PS EMS	Powassan (SP)		96-0071	5411	294 1JK	1FDKE30F7THA71164
PS EMS	Sequin FRT		90-0054	5609	293 8JK	2B7KB31Z2LK739987
PS EMS	Whitestone FRT		92-0001	5610	294 0JK	1FDJS3M4NHA19992
PS EMS	Whitestone FRT #1 (removed from service)		96-0011	5610	293 5JK	1FDJS34F4THA71217
PS EMS	Whitestone FRT #2		96-1015	5623	293 7JK	1FDKE30F0THA71183
PS EMS	Sequin FRT (to B.F.F.D.)		93-0017	5609	294 4JK	1FDJS34M9PHA60315
PS EMS	Whitestone FRT		89-0019	5610	RZ5 024	2B7KB31Z7KK358487
PS EMS	Kearney FRT		92-0005	5616	294 3JK	1FDJ534MONHA54562
PS EMS	McKellar F.D.		04-001	5209	971 8MW	1FDWE35P85HA08158
PS EMS	Sundridge F.D.		06-005	5458	607 2RC	1FDWE35P26HA44588
PS EMS	Emergency Vehicle Restorations (sold to)		06-0002	5212	243 5RW	1FDWE35P36HB32114
PS EMS	Emergency Vehicle Restorations (sold to)		06-01	5460	973 7RL	1FDWE35P06HA44590
PS EMS	Emergency Vehicle Restorations (sold to)		06-003	5287	802 OTF	1FDWE35P26DA34215
PS EMS	Municipality of Magnetawan		06-004	5261	607 3RC	1FDWE35P46HA44589
PS EMS	PAB FRT		06-007	5262	698 7VJ	1FDWE35P86DA76470
PS EMS	Sold		02-0132	5317	963 9LL	2FTRX18W72CA36877
PS EMS	McMurrich/Monteith (Sprucedale)	Jun-14	08-001	5258	355 4WF	1FDWE35P98DA34845
PS EMS	Britt (Destroyed in Fire in Nov 14/14)	Jul-14	06-006	5459	AA 11223	1FDWE35P16HA1095
PS EMS	Britt FD	Nov-14	08-002	5289	355 5WF	1FDWE35P08DA34846
PS EMS	Whitestone FD	Feb-14	10-002	5270	539 0YJ	1FDWE3FP7ADA11665
PS EMS	McKellar F.D.		08-003	5288	764 8XP	1FDWE35P28DA48067
PS EMS	Sold back to Crestline	Mar-16	10-001	5259	538 9YJ	1FDWE35P5ADA11664
PS EMS	Kearney FRT	Mar-16	11-001	5159	623 5ZV	1FDWE3FSX8DB17372
PS EMS	Sold back to Crestline	Feb-17	12-003	5102	AB 75191	1FDWE3FS9CDA79196
PS EMS	Sold back to Crestline	Mar-17	12-001	5100	AB 75174	1FDWE3FS5CDA74836
PS EMS	Brought back into service on Jun 11/17	Mar-17	11-002	5158	623 4ZV	1FDWE3FS8BDB17371
PS EMS	Decommissioned due to accident	Jun-17	15-002	5270	AJ83 597	1FDWE3FS0FDA13768
PS EMS	Whitestone FD	Mar-18	11-002	5158	623 4ZV	1FDWE3FS8BDB17371
PS EMS	Sold back to Crestline	May-18	12-002	5101	AB 75175	1FDWE3FS7CDA74837
PS EMS	Sold back to Crestline	Jun-18	13-002	5164	AJ 83558	1FDWE3FS2DDA57722
PS EMS	McKellar F.D.	May-19	14-001	5103	AF 36419	1FDWE3FS2EDA39397
PS EMS	Sold back to Crestline	May-19	14-002	5104	AF 36420	1FDWE3FS4EDA39398
PS EMS	Argyle F.D.	May-19	13-001	5163	AD 42021	1FDWE3FS0DDA57721
PS EMS	???	Feb-20	07-001	5321	CHWP 146	1FMFU16537LA91258
PS EMS	???	Jun-20	15-003	5288	AY 87689	1FDWE3FS2FDA13769

First Response Vehicles		Date Retired	MOH #	Veh #	License	VIN #
PS EMS	Sequin FRT		97-0052	5609	293 9JK	1FDKE30F7VHB12332
PS EMS	Britt First Response		??	5630	??	Purchased by Britt FD
PS EMS	Pointe Au Baril FRT		01-0087	5262	564 7KC	1FDWE35F31HA99177
PS EMS	Henvey Inlet FRT		01-0123	5258	355 4WF	1FDWE35F21HB44304
PS EMS	Britt		02-0110	5288	829 0KX	1FDWE35F82HB40985
PS EMS	Kearney		03-0148	5293	127 1LZ	1FDXE45F23HB76019
PS EMS	Whitestone FRT - Nov 23/06		00-0147	5212	294 6JK	1FDWE35F5YHB51239
PS EMS	Whitestone FRT		02-108	5287	828 8KX	1FDWE35F52HB40989
PS EMS	Burks Falls FD		03-0147	5270	131 0LZ	1FDWE35F13HB76017
PS EMS	Restoule FD		01-0024	5259	564 6KC	1FDWF37F61EB25816
PS EMS	Chisholm		03-0149	5260	127 0LZ	1FDXE45F93HB76020
PS EMS	Nipissing FD		02-0102	5289	355 5WF	1FDWE35FX2HA97850
PS EMS	Kearney	Feb-19	07-002	5320	BZDD 431	1FMFU16567LA93215
PS EMS	Whitestone FD		16-001	5258	AM 76948	1FDWE3FS7GDC36360



The Corporation of the Town of Parry Sound

## **Council Report and Recommendation**

### **Open Council Agenda November 5,2024**

#### **Subject:**

2025 Land Ambulance Budget

#### **TOMRMS File Number:**

**F05**

#### **Spokesperson(s) Name, Title, Department**

Dave Thompson Director of Development and Protective Services

#### **Purpose of Report:**

To gain approval for the 2025 Land Ambulance Budget.

#### **Resolution 2024-**

That Council approve the 2025 District Land Ambulance Budget in the total amount of \$13,650,076.08 including capital expenditures of \$500,000 from the EMS Capital Reserve and \$575,000 from the EMS Surplus Reserve

#### **Relationship to Strategic Plan:**

Core Service?      Yes

New Service, Project or Program? Yes

Identify the Relationship to Council's Strategic Plan: n/a

## **Background:**

The District Land Ambulance Service is administered through the Town of Parry Sound. The Town contracts the West Parry Sound Health Centre (WPSHC) to deliver the service. This is done through 7 Emergency Medical Services (EMS) bases strategically placed throughout the District. Regular assessments of the locations of these bases takes place to determine if changes in demographics and response patterns necessitate consideration of different base locations or if adjustments to hours of operation would enhance the service. During the most recent assessment unit hour utilization (UHU) which assesses any individual ambulances business, Parry Sound and South River stations were nearing peak busyness thresholds during certain time periods. The 2025 Land Ambulance budget includes service enhancements that will continue to address these times of high call volume in a strategic manner.

## **2025 Budget Highlights**

The 2025 Land Ambulance budget retains all 2024 hours of service and includes the following operational enhancements;

- Humphrey night shift has been expanded over the past 6 years to 10 months in 2024. The draft budget includes moving to a full 12-month night shift. This enhancement costs \$150,000. The night shift on call will be replaced by the staffed hours cutting response times significantly throughout the West corridor.
- Parry Sound Summer Upstaff is proposed to be increased by adding one day (Fridays) to selected upstaffed weekends. The Parry Sound Summer upstaff was instituted 3 years ago to address limited resources during summer in the West corridor. Management staff have been able to clearly observe the effectiveness of this program and recommend including Fridays on Victoria Day weekend, Canada Day to Labour Day weekends and Thanksgiving weekend to further cover these busy periods. The cost of this enhancement is \$56,500.
- A new enhancement is recommended to be established based upon the effectiveness of the Parry Sound Summer Upstaff to provide similar relief in the East corridor. A South River upstaff on summer stat weekends will provide relief

throughout the East corridor during the busiest times of the year. Management have identified limited resources to respond to the high call volume and recommend the time frame to target when initially establishing this upstaff is stat weekends. This enhancement requires \$45,000 of funding.

Savings of \$20,000 were found in staff benefits based upon 2024 actuals. Many other administrative lines were able to maintain a 0% increase in expected expenditures.

### **Capital**

The annual vehicle replacement schedule includes two ambulances. Each unit costs \$250,000. During COVID delivery times for ambulances got extended an extra year and therefore we are currently on a 6-year replacement schedule and will be for another 2 years. When those two years expire, staff will assess if there are operational or maintenance concerns on staying with the 6-year cycle as compared to the previous 5-year cycle. The one-year extension to the life of the ambulances extends the mileage from approximately 250,000 km to 300,000 km prior to vehicle replacement.

The 2025 Capital budget includes the replacement of 17 defibrillators. These units are 7 years old and have been fully depreciated. Unit faults, necessary repairs and preventative maintenance issues are becoming common and costs to maintain the defibrillator fleet certification is increasing. Suppliers for appropriate equipment are limited and the general best practise for small services like PSDEMS is to piggyback on a larger services purchase. Our current provider, Zoll, has provided pricing based upon recent awards to larger services and will hold that pricing. Staff are familiar with the Zoll product and are confident in its performance. These units will again be depreciated over a 7-year period. The CFO, Stephanie Phillips, has recommended an outright purchase as compared to a lease or a financed purchase.

### **Advantages and/or Disadvantages of Staff Recommendation:**

The 2025 proposed Land Ambulance Budget includes service enhancements to strategically targeted high response timeframes.

**Alternatives:**

Any decrease or increase in the budget will directly affect staffed hours and response times.

**Cost/Financial Impact:**

As proposed the 2025 Land Ambulance budget includes a 3.25% increase to the municipal levy. Until the 2025 Weighted Assessments are received in December this can not be directly translated to a completely accurate however an increase of 3.25% to the 2024 levy will be generally accurate.

**Included in Current Budget:**

n/a

**Attachments:**

Attachment #1 - 2025 Draft Land Ambulance Budget

**Director Approval Dave Thompson; Date: October 15, 2024**

**CAO Recommendation for Council Approval:**

**APPENDIX - # 1**

forecast admin increase	2.00%					
forecast contract increase	3.75%					
MOH Increase	1.75%	3.70%	3.50%	3.50%	3.50%	3.50%

<b>levy changes &gt;&gt;&gt;&gt;</b>	3.25%	3.60%	3.70%	3.70%	3.75%
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year	Budget		Forecast			
	2024	2025	2026	2027	2028	2029
<b>Revenues</b>						
MOH grant-100% TWOMO	\$1,226,801	\$1,321,100	\$1,367,339	\$1,415,195	\$1,464,727	\$1,515,993
First Nation	\$224,461	\$232,766	\$240,913	\$249,345	\$258,072	\$267,105
MOH grant 50%	4,750,674	4,926,449	5,098,875	5,277,335	5,462,042	5,653,214
Levy - 50%	5,027,147	5,190,529	5,377,388	5,576,351	5,782,676	5,999,527
LHIN CP Grant/CPLTC less wages						
CPLTC	904,400	904,400	904,400	904,400	904,400	904,400
Transfers from Reserves - operating (municipal)	0	0				
Transfers from Reserves- capital	710,000	1,075,000	810,000	610,000	860,000	1,010,000
<b>Revenues</b>	<b>\$12,843,483</b>	<b>\$13,650,244</b>	<b>\$13,798,914</b>	<b>\$14,032,627</b>	<b>\$14,731,918</b>	<b>\$15,350,237</b>
<b>Costs</b>						
Town Land Ambulance Costs	\$ 497,616	\$ 496,400	\$ 506,328	\$ 516,455	\$ 526,784	\$ 537,319
WPSHC - Land Ambulance Contract	10,184,233	10,627,357	11,025,883	11,439,353	11,868,329	12,313,392
CPLTC WPSHC Materials and Supplies	91,952					
CPLTC WPSHC	574,557	700,000	700,000	700,000	700,000	700,000
CPLTC Admin, Monitoring, Vehicles, Oversight	237,913	204,400	204,400	204,400	204,400	204,400
Amortization of capital assets & capital losses	547,197	546,919	557,857	569,015	580,395	592,003
Capital (from Reserve Funds)						
Buildings	0	0	0	0	50,000	0
Furniture and non-medical equipment	0	0	10,000	10,000	10,000	10,000
Vehicles	660,000	500,000	750,000	500,000	750,000	500,000
Medical Equipment	50,000	575,000	50,000	100,000	50,000	500,000
<b>Total costs</b>	<b>\$12,843,468.41</b>	<b>\$13,650,076.08</b>	<b>\$13,804,468.35</b>	<b>\$14,039,222.67</b>	<b>\$14,739,907.80</b>	<b>\$15,357,113.72</b>
<b>Net Deficit (Surplus) - Reserve Fds</b>	<b>(\$14.49)</b>	<b>(\$168.09)</b>	<b>\$5,554.10</b>	<b>\$6,595.64</b>	<b>\$7,990.13</b>	<b>\$6,876.24</b>

This Grant now flows directly to the WPSHC

Utilized by WPSHC

Utilized by ToPS

adjusted for 2024

Note:

Capital requirement of \$575,000 for replacement of 17 in ambulance defirillators.

Replacment of 2 ambulances will maintain fleet integrity in 2024. We are utilizing a budgetary price of \$220,000 per unit currently.

These rows add to the total WPSHC Contract Price - The contract price has already been reduced to reflect the LHIN CP Grant received by the Health Centre

Town of Parry Sound EMS Advisory Committee

Open Minutes

**Date:**

October 24, 2024

**Time: 6:30pm**

06:30pm

**Location:**

(on-line) ZOOM Meeting and for streaming of the meeting please click on the link below.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

**Members Present:**

Jamie McGarvey - chairperson, Scott Sheard, John Wilson, Shelly Foote, Ann MacDiarmid, Pearl Ivens, Joel Constable

**Regrets:**

**Present:**

Dave Thompson, Director of Development and Protective Services

**Recording:**

Sheri Skinner, Administrative Assistant

**Guests:**

Matt Thomas, EMS Manager

**Land Acknowledgment**

## **1. Agenda**

### **1.1 Additions to Agenda**

1.1.1 Scott Sheard added The Muskoka District EMS closing the Mactier Base

1.1.2 John Wilson added Discussion on Policy Procedure

### **1.2 Prioritization of Agenda**

### **1.3 Adoption of Agenda**

**Moved by Scott Sheard**

**Seconded by Pearl Ivens**

That the October 24, 2024 Parry Sound District Emergency Medical Services Committee meeting agenda be approved.

**carried**

### **1.4 Disclosure of Pecuniary Interest and the General Nature Thereof**

## **2. Minutes and Matters Arising from Minutes**

### **2.1 Adoption of Minutes**

**Moved by Joel Constable**

**Seconded by John Wilson**

That the Minutes of the May 23, 2024 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

**Carried**

## **3. Correspondence**

## **4. Deputations**

## **5. Emergency Services Director's Report**

Dave Thompson provided a brief description and further explanations of the items on his Director's Report.

**Moved by Shelly Foote**

**Seconded by Pearl Ivens**

That the Emergency Services Director's Report dated October 24, 2024 be accepted as submitted.

**carried**

## **6. Reports**

6.1 EMS Statistical Report - August 2024

6.2 EMS Night Call Statistics - August 2024

6.3 EMS Vehicle Inventory - August 2024

Dave Thompson provided a descriptive overview of the various reports attached.

### **Resolution**

EMS Committee members have received reports 6.1, 6.2, 6.3 as listed above.

**Moved by Scott Sheard**

**Second by Ann MacDiarmid**

**carried**

## **7. Ratification of Matters from Closed Agenda**

## **8. Other Business**

8.1 DT RR 2025 Land Ambulance Budget-2024

8.1.1 DT ATT#1 2025 Land Ambulance Budget-AD2024 including CPLTC

## Town of Parry Sound EMS Advisory Committee

### Open Minutes

Dave Thompson reported to the Committee on the listed enhancements and capital purchases recommended in the 2025 Land Ambulance Budget R & R report.

**Moved by Ann MacDiarmid**

**Seconded by Scott Sheard**

### **Resolution**

That the EMS Advisory Committee recommends Town of Parry Sound Council approve the 2025 District Land Ambulance Budget in the total amount of \$13,650,076.08 including capital expenditures of \$500,000 from the EMS Capital Reserve and \$575,000 from the EMS Surplus Reserve

**carried**

8.2 Mactier EMS Base Closure - Scott Sheard briefed the Committee on how The Muskoka EMS District closed the Mactier Base.

Matthew Thomas spoke on the process of 911 and vehicles responding cross border.

8.3 Policy Procedure:

Discussion on quantity of information provided through the budget process. Committee consensus that appropriate level of information is provided to the committee.

## **9. Adjournment @ 7:55pm**

**Moved by Joel Constable**

**Seconded by Shelly Foote**

**carried**

Parry Sound EMS Advisory Committee Meeting Report  
October 24

To: the CAO/Clerks and members of Council for:

The Townships of Armour, Kearney, McMurrich/Monteith, Perry and Ryerson,  
The Municipality of Magnetawan and,  
The Village of Burk's Falls

Accompanying this report are the agenda and the minutes for the October 24 meeting of the PS EMS Advisory Committee.

The agenda, including a proposed 2025 budget, was circulated on the afternoon of Friday October 18 and after a quick review, a request was sent to Mr. Dave Thompson, Director of Development and Protective Services for the Town of Parry Sound, for additional information on the budget. After an email exchange, the request was declined citing the role of the Committee as being strategic in nature and that the information provided fulfilled the requirements of that role. Then being late in the day, I received an "out of office" reply from Mr. Thompson noting that he would be unavailable until October 28, four days after the meeting.

With a concern that the budget document did not contain enough information for me to explain a 3.25% proposed increase in the 13.6 million dollar budget to the 7 municipalities that I represent on this committee, I took an opportunity to discuss my concerns and seek guidance from the Council of the Village of Burk's Falls and, in a separate gathering, from the Mayors of Kearney, Perry, Armour, Ryerson, and a member of Council from McMurrich/Monteith (as approved by his Mayor). I also sought and received guidance from the Mayor of the Municipality of Magnetawan through a conversation with their CAO/Clerk.

The agenda was amended at the request of two members to include an update about the closing of a Muskoka EMS station in Mactier and a request for a policy discussion about the information presented in the annual budget and the disclosure of information to the sitting members of the Committee. Those agenda items were added at the end of the meeting, after the budget was discussed and passed.

I posed a number of questions during the meeting about items in the budget that were not necessarily answered to my satisfaction. There is a very positive proposal for 3 coverage enhancements, two on the west side of the district and one on the east side, and it was revealed that the stated cost of enhancements is almost totally due to staff wages. The per-shift cost of those enhancements however, varies hugely for the same staff doing the same job for the same number of hour per shift. No one else was concerned.

My concern was not ever really about the percentage of the increase. A 3.25% increase in very inflationary times for an essential emergency service is not welcome, but it is also not outrageous. \$250,000 for a new ambulance is unreasonable, but it is the reality. The stated cost of the coverage enhancements at \$251,500, while I don't agree with the math, is also not unreasonable to achieve better patient care goals for all residents of Parry Sound District. What concerned me was the lack of disclosure about the rest of the costs that make up the proposed increase. The budget document contains no details of percentage increases to items such as fuel, insurance or medical supplies nor is there any mention of the possible cost ramifications, or percentage increases, of a future contract settlement with staff to better explain the rationale behind the proposed budget.

The budget was passed unanimously, including a vote in favour from me. As stated above, the percentage increase is not outrageous and as one vote in 7, the outcome would have been the same regardless of my vote.

Parry Sound EMS Advisory Committee Meeting Report  
October 24

The second agenda item that was added was presented by me with a request for all members to weigh in with their thoughts about the lack of transparency and information in the budget document and the seeming refusal on the part of the Director to disclose information to Committee members if they made a formal request. One member from West Parry Sound that also represents several municipalities acknowledged my thoughts but was not concerned with the current philosophy. After no other member of the committee made any comments specific to the concerns raised, the Chair offered closing comments to the discussion and the meeting was adjourned.

I welcome any concerns that your respective Council may have. Alternatively, I encourage you to share any concerns that you may have directly to the Parry Sound EMS Advisory Committee through the Town of Parry Sound.

Should any Council have reservations about sharing any concerns based on this report, the entire meeting was recorded and is available to be viewed on Parry Sound's YouTube site under the "live" tab.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ/videos>

Respectfully submitted,

John Wilson,  
Deputy Mayor,  
Burk's Falls

*To Support Ontario's Forest Industry in the 2025 Ontario Budget*

WHEREAS, the Federation of Northern Ontario Municipalities (FONOM) recognizes how vital the Forestry Industry is to the Economy in Ontario;

WHEREAS, the success of the forest sector is critical to the economic and social prosperity of Ontario communities, employing 137,000 people;

WHEREAS, the forest industry has invested over \$3.8 billion in Ontario since 2018;

WHEREAS, Ontario has an opportunity to market global investment in the bioeconomy, similar to critical minerals and electric vehicle manufacturing, and become a leading international jurisdiction;

WHEREAS, over the last 20 years, the North American pulp and paper sector has seen a significant rationalization in production capacity, with investment dollars going to competing international jurisdictions;

WHEREAS, in the last year, Ontario has seen three pulp, paper, and containerboard mills idle or close, negatively impacting communities and the solid wood mills that depend on these facilities as markets for mill by-products and pulpwood;

WHEREAS, U.S. tariffs on softwood lumber are expected to double in 2025, to approximately 30%;

WHEREAS, Ontario should work with federal colleagues to pursue a softwood lumber settlement that works in the best interests of Ontario lumber producers and advocate for a financial backstop;

WHEREAS, Ontario has an opportunity to procure greater amounts of energy (i.e., electricity, heat, fuels, biochar, etc.) from forestry by-products and forests to assist in heavy industry decarbonization and Ontario's forecasted electricity demands;

WHEREAS, Ontario's successful and oversubscribed *Forest Biomass Program* should continue post-2027;

WHEREAS, Ontario will actively seek investment to restart idled softwood kraft lines in Ontario and Quebec to provide immediate relief for some sawmill producers;


WHEREAS, Ontario's \$10 million *Sawmill Chip Program*, ending March 25, 2025, will likely need to continue and expand in the absence of an immediate restart of a currently idled pulp mill to avoid curtailments at solid wood facilities;

WHEREAS, 5-year bilateral power purchase agreements (PPAs) with forest biomass-fired electrical generation facilities are insufficient and should be expanded both in terms of length and volume to provide communities, industry, and workers with a certain future;

WHEREAS, the public *Forest Access Roads Funding Program*, which provides for the public use of Ontario's forests, should be increased to \$75 million/year to reflect inflationary pressures and support legacy infrastructure upgrades (i.e., roads, bridges, and water crossings).

BE IT RESOLVED THAT the Federation of Northern Ontario Municipalities (FONOM) support the implementation of the Ontario Forest Industries Association's 2025 Ontario Budget Recommendations in support of attracting investment and maintaining forest operations and employment in Ontario.

FURTHER BE IIT RESOLVED that a copy of this Resolution be sent to Minister Vic Fedeli, Economic Development, Job Creation and Trade, Minister Graydon Smith, Natural Resources, Associate Minister Kevin Holland, Forestry and Forest Products, Minister Andrea Khanjin, Environment, Conservation and Parks, Minister Todd McCarthy, Environment, Conservation and Parks, Minister George Pirie, Mines, Minister Steven Lecce, Energy and Electrification, Associate Minister Sam Oosterhoff, Energy Intensive Industries, Minister Peter Bethlenfalvy, Finance, \_\_\_\_\_ local MPP \_\_\_\_, the leaders of the Opposition Parties, the Federation of Northern Ontario Municipalities, AMO, ROMA, and OFIA.



**2024-25**

# **Provincial Budget Submission**

**Ontario Forest Industries Association**  
January 8<sup>th</sup>, 2024



# Ontario's Forest Industry By the Numbers

**\$21B**

total revenues

**72.6M**

trees planted

**\$4.4B**

contribution to the provincial GDP

**300M+**

seeds in aerial seeding

**142,000**

direct, indirect, and induced jobs

**\$60M**

renewal expenditures

**7.2B Tonnes**

Carbon Stored in Ontario's Public Forests

**25.5M Tonnes**

Carbon stored in wood products from Ontario's  
Managed Forest

## Introduction

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Since 2018, the forest industry has invested 3.6 billion dollars in Ontario. Autonomous vehicles, drones, robotics, advanced chemicals, machine learning, optimization, and artificial intelligence are commonplace across our industry's operations. The pace of change and innovation will only increase as our industry meets a rising global demand for green energy and sustainable, low-carbon forest products.

An ambitious growth plan, as outlined in *Ontario's Forest Sector Strategy* (the "Strategy"), a well-managed forest resource, and an "open for business" attitude have formed the groundwork for an incredible green economic growth opportunity in northern, rural, and Indigenous communities across the province. Released in 2020, the Strategy is committed to utilizing the full annual allowable cut (AAC) of 30 million m<sup>3</sup> by 2030, sustainably doubling the sector's current footprint.

Ontario, however, is not immune from global economic and market pressures. High inflation, rising interest rates, workforce shortages, protectionist trade policy, and declining or stagnant market segments represent significant and challenging headwinds. These are complex issues that require a whole-of-government approach. Attracting new investment, developing new products, and growing the sector are important, yet maintaining its existing footprint is essential.

Ensuring a thriving forest sector requires a fully integrated network of forest management planning, road infrastructure, competitive woodland and mill operations, a skilled workforce, and open market access. Above all else, Ontario must keep our public forests working for the people and meet the increasing global demand for sustainably sourced forest products.

To assist Ontario in navigating these complex issues, the Ontario Forest Industries Association (OFIA) has developed its 2024-25 Pre-Budget Submission to serve as a roadmap to success in Strategy implementation. Acting on the following recommendations will unlock the vast economic and environmental potential of Ontario's forest resources and contribute to a better Ontario.

## **Summary of OFIA's 2024-25 Recommendations**

Implement *Sustainable Growth: Ontario's Forest Sector Strategy (the Strategy)*, focusing on key competitiveness measures:

- 1. Prioritize biomass and pulpwood market development to improve forest sector competitiveness and resiliency;**
- 2. Improve forest road infrastructure, leveraging private investments;**
- 3. Improve market access and maintain the effectiveness of Ontario's adaptive and sustainable forest management framework;**
- 4. Address the cumulative costs of carbon pricing;**
- 5. Position Ontario as a globally competitive jurisdiction through red tape and cost reduction;**
- 6. Develop the workforce of the future and enhance forest community livability.**

## **1. Prioritize biomass and pulpwood market development to improve forest sector competitiveness and resiliency.**

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OFIA recommends:

- a. Ensure a multi-year commitment and expansion to the \$19.6 million *Forest Biomass Fund*;
- b. Modify provincial energy policy to procure greater amounts of forest biomass-fired electricity, supporting community energy and district heating projects;
- c. Prioritize the global competitiveness of Ontario's pulp and paper sector and potential commercialization of innovative products and advanced chemicals;
- d. Incentivize greater use of low-carbon forest biomass within industrial (e.g., steel, mining, chemical, and forestry facilities) processes through Ontario's Emission Performance Standard (EPS) program and innovation funding.

Every year, a sustainable yield of approximately 14 million m<sup>3</sup> of timber is harvested from Ontario's managed public forest. This material works through a highly integrated network of mills and facilities, producing a wide range of products, materials, and secondary products.

Market development within biomass and pulpwood markets is perhaps the greatest opportunity to enhance the supply chain and bolster competitiveness across Ontario's forest industry. Alternatively, a contraction within this market segment poses a significant threat to the future viability of the entire forest sector.

Canada used to be the largest market pulp-producing country in the world but continues to lose share to lower-cost mills in other regions. While Ontario's Northern Bleached Softwood Kraft (NBSK) remains highly sought after for its desirable technical properties, some facilities require significant capital investments to stay competitive. North America competes with low-cost international jurisdictions like Southeast Asia and South America, which have seen significant capital investment in new mills and intensively managed tree plantations over recent years.

The OFIA strongly supports initiatives such as Ontario's \$19.6 million *Forest Biomass Program* and *Forest Sector Investment and Innovation Program* that aim to maximize the use of wood residuals, reduce the need for carbon-intensive fuels, and avoid unnecessary pressures on landfills. Ensuring the success of these programs will help sustain the circular bioeconomy and the integration of Ontario's forest sector. Government support for existing pulp, paper, and biomass facilities is essential to the sector's long-term success.

Bioenergy production, the most deployable and scalable forest biomass technology currently available, presents an enormous opportunity to assist in this goal. Increasing volumes within existing power purchase agreement (PPA) generation facilities, developing community projects, supporting district heating projects, and incentivizing the use of forest biomass in other industrial processes are not only opportunities but are essential to the success of the industry.

## **2. Improve forest road infrastructure, leveraging private investments.**

The OFIA recommends the following to improve Ontario's *Forest Access Roads Funding Program*:

- a. Make an inflationary adjustment of \$15 million/year;
- b. Make a \$5.6 million/year increase to address end-of-life road, bridge, and water crossing infrastructure.

The forest industry builds and maintains public forest infrastructure on behalf of the people of Ontario. This public infrastructure provides essential social, cultural, wellness, and economic opportunities for First Nations and all citizens of Ontario by providing access to the Province's abundance of parks, natural spaces, working forests, critical minerals, and communities. Thousands of Ontario citizens, businesses, anglers, hunters, cottagers, and emergency services depend on a safe and well-maintained public forest road network.

The current funding envelope of \$54 million for the roads program is no longer adequate to meet the infrastructure needs of public and private users of Ontario's forest road infrastructure. Since 2018, the road building and maintenance sector has seen exceptionally high inflation – increased fuel, equipment, and wage costs have significantly weakened the program's purchasing power over the last six years.

Through a comprehensive survey of all forest managers in the province, we estimate a \$20.6 million/year funding deficit. This data reflects annual road maintenance, inflation, and replacing end-of-life bridges, water crossings, and roads.

Improving this program will provide an incredible economic development opportunity for all northern and rural communities, Indigenous and non-Indigenous, right across the province.

### **3. Improve market access and maintain the effectiveness of Ontario's adaptive and sustainable forest management framework.**

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OFIA recommends:

- a. Continue to defend Ontario softwood lumber producer's interests in the ongoing trade dispute with the United States;
- b. Work with industry to address non-tariff trade barriers, e.g., "deforestation-free" procurement bills and "forest degradation" initiatives;
- c. Continued implementation of the *Ontario-Canada Boreal Caribou Conservation Agreement*, focusing on caribou range-boundary review and other scientific methods to assess self-sustaining caribou populations;
- d. Work with the OFIA and forest managers to explore potential contributions to Other Effective Area-Based Conservation Measures (OECMs);
- e. Work with the OFIA and forest managers to ensure forest management guidance supports the objectives of Ontario's *Forest Sector Strategy*.

Governments play an essential role in maintaining a positive reputation with customers and honouring commitments to reduce trade barriers within critical export markets. Over \$800 million of Ontario softwood lumber producer's money is on deposit in the U.S. Treasury due to the current iteration of the dispute. This is money that could be re-invested into Ontario facilities and communities. We ask Ontario to continue the rigorous legal defence of its programs and stumpage system, which is currently being investigated by the U.S. Department of Commerce. This issue needs to be raised at every opportunity with Canadian and American officials and viewed as a top diplomatic priority.

Members of the OFIA remain committed to upholding the highest standards of sustainable forest management to maintain ecological processes and conserve biological diversity. We strongly encourage the Ontario government to continue communicating our adaptive forest management framework's effectiveness to the federal government, stakeholders, and defending our industry in the face of misinformation and activist campaigns.

Ensuring our forests remain resilient under a changing climate requires human intervention through sustainable forest management. In pursuing a Federal protected area target, we are concerned that Ontario could erode the working forest landscape. Ontario must carefully consider how protected areas, OECMs, and ecological offsetting will impact the forest industry. We ask MECP and the MNRF to work with us to ensure the forest sector is fully recognized for its contributions to conservation and avoid unintended economic and environmental consequences.

Non-tariff trade barriers, such as "*deforestation-free*" procurement bills in New York and California, concern our industry. We ask that you continue working with your federal counterparts and state legislators to defend Ontario's world-class forest management system.

#### **4. Address the cumulative costs of carbon pricing**

OFIA recommends:

- a. Finalize the proposed approach to the redistribution of EPS proceeds to eligible facilities;
- b. Ensure projects beyond the property limits of facilities are eligible to receive EPS proceeds;
- c. Consider options to mitigate the impacts of the federal carbon fuel charge to the forest sector, evaluating the potential for a made-in-Ontario program.

The OFIA supports an Ontario-based carbon pricing program, and this long-term planning will provide stability for businesses looking to invest in Ontario. We believe that Ontario is better positioned to understand the needs and context of Ontario's emitters.

The world's leading carbon reduction jurisdictions have only achieved such significant progress due to massive increases in the use of forest biomass within industrial processes, combined heat and power, district heating, and electrical generation. Forest biomass is also a much more price-stable source of energy, something that has been highly beneficial to European countries. We view the EPS program as an incredible opportunity to position Ontario as one of these leaders and incentivize increased use of this valuable and sustainable material.

We strongly support using proceeds to create a fund to support research and development into decarbonization and implementing capital-intensive, low-carbon technologies. As an industry, we have made significant progress and investments in decarbonizing operations. Since 1990, Ontario's pulp and paper industry has reduced its greenhouse gas emissions by 56%. Addressing the remaining high-emitting processes will require new research, significant technological advancement, and large capital expenditures.

Re-injecting EPS proceeds into the industry will fast-track the adoption of new technologies and assist companies in making further investments in Ontario. Developing an Ontario fuel surcharge to replace the federal program would provide access to a larger pool of funds to help in this transition.

In parallel, we are concerned that the proposed federal *Clean Fuels Standard* will compound the impacts of the federal fuel surcharge on forestry operations and transportation. There presently are no viable alternatives to decarbonize the sector. We strongly encourage the government to consider ways to collaborate and support the industry through this transition.

## **5. Position Ontario as a globally competitive jurisdiction through red tape and cost reduction**

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OFIA recommends:

- a. Ensure government initiatives align with the goals and objectives of the *Forest Sector Strategy* to reduce cost and administrative burden to the sector;
- b. Establish service standards, improve service delivery, and remove the need for low-risk approvals;
- c. Adjust and make permanent the 'fixed' portion of Crown dues for poplar and white birch stumpage to ensure that the rate is consistent with other provincial jurisdictions;
- d. Reduce current electricity costs while maintaining and enhancing existing energy programs (e.g., the Northern Energy Advantage Program, the Industrial Conservation Initiative, the Interruptible Rate Pilot, and the Industrial Electricity Incentive Program).
- e. Lower costs and reduce carbon emissions by increasing payloads on tractor-trailer configuration.
- f. Make the current reduction in provincial fuel tax permanent.

The OFIA fully supports this government's focus on red tape reduction and working together to reduce barriers.

The OFIA has repeatedly flagged cost competitiveness, the speed with which we conduct business, and streamlined approval processes as themes that continue to inhibit global competitiveness and negatively impact wood supply access. Initiatives (the Strategy, provincial policy working groups (TAT, SID, FMPAG), and policy changes) have supported a provincial mandate to reduce red tape and administrative burden. More work on these projects is required for the Strategy to succeed.

Burdensome and lengthy approval processes are a problem for the industry across all business areas. The lack of enforceable service standards has been raised within the industry's mill environment, forest management planning and operations, transportation, and human resource departments. Approvals are either unnecessary (e.g., low-risk), duplicative, or take excessive time.

We look forward to working with various ministries to address these issues in upcoming red-tape reduction bills.

The OFIA is thankful for the continued extension of gas and fuel tax cuts, ending June 30<sup>th</sup>, 2024. We hope to see this excellent initiative continue past the current expiration date.

## 6. Develop the workforce of the future and enhance forestry community livability

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OFIA recommends:

- a. Establishing a new "*Forestry Truck Driver Experience Grant*" to offset high insurance costs preventing new drivers from entering the industry;
- b. Recognize and streamline foreign credentials and commercial truck driving licenses;
- c. Remove the *Non-Resident Speculation Tax* from northern, rural, and remote communities.
- d. Continued investments into northern, rural, remote, and Indigenous communities.

Ontario's forest industry is hiring. Developing a sustainable workforce of the future will be essential for our industry's continued success and achieving the Strategy's goals. We ask the Ontario government to continue supporting the work being done with colleagues at the MNRF, the Ministry of Economic Development, Job Creation and Trade, and the Ministry of Labour, Immigration, Training, and Skills Development to fast-track new workers and new Canadians with relevant skillsets into the forestry workforce.

Transportation costs have increased significantly over the last six years, and trucking capacity has decreased. Increased capital entry costs, insurance, tire and fuel costs, and an escalating carbon tax are contributing to the trucking crisis within the industry. Furthermore, increased driver training costs, underwriting barriers, and premiums restrict new entrants while we manage an ageing and retiring workforce. We ask the Ontario government to work with the industry, licensing, insurance, and training agencies to develop a comprehensive strategy to alleviate the current trucking shortage.

The OFIA has partnered with Forests Ontario on *Bridging the Gap Between Ontario's Youth & the Provincial Forest Sector*, an Employment Ontario research project. This project investigated job vacancies and training requirements within the sector and provided critical insights into youth perceptions of employment within the forest industry.

The livability of forestry-dependant communities is central to attracting a new workforce. Continued healthcare, education, affordable daycare, and housing investments are necessary to ensure that all Ontarians enjoy the same quality of life. For example, the Non-Resident Speculation Tax (NRST) was intended to deter non-resident investors from speculating on the province's housing market. However, the NRST acts as a barrier to foreign workers filling critical roles in Ontario's small, northern, rural, and remote communities. This was clearly never the program's intent, and we ask that it be corrected.

This government has already invested substantially in infrastructure across the north, including roads and improved internet and cellular coverage, and we look forward to seeing that investment continue. In an increasingly digital age, communities across the north must have

strong technological and built infrastructure. Forestry-dependent communities must become more competitive in drawing residents, particularly new Canadians, through programs such as the *Rural and Northern Immigration Pilot*. The Province needs to consider incentivizing living in the north and enhancing the quality of life for those already there.

## **Conclusion**

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The forest sector is integral to Ontario's history and critical to its economic, social and environmental prosperity. OFIA strongly believes we can create a better Ontario through working forests, leveraging visionary policies such as *Sustainable Growth: Ontario's Forest Sector Strategy*. We look forward to continuing productive dialogue and supporting sustainable economic recovery initiatives with the Ontario government.

**THE CORPORATION OF THE TOWN OF KEARNEY**

**By-Law No. 2024 - XX**

**Being a By-law to authorize the signing of an agreement**

**between**

**The Corporation of the Town of Kearney**

**and**

**Almaguin Snowmobile Club**

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**WHEREAS** Section 5 (3) of the *Municipal Act, S.O. 2001, c.25*, as amended, requires a municipal Council to exercise its powers by By-law unless specifically authorized to do otherwise;

**AND WHEREAS** Section 8 of the *Municipal Act, S.O. 2001, c.25*, as amended, authorizes broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 9 of the *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 this or any other Act";

**AND WHEREAS** the Corporation of the Town of Kearney deems it expedient to enter into an agreement with Almaguin Snowmobile Club to provide authorization to use and maintain whole or part of municipal roads within the Town of Kearney for the purposes of a snowmobile trail for a period of five years from the date of passing;

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

1. That the Corporation of the Town of Kearney enter into a Memorandum of Understanding substantially in the format attached hereto as "this Agreement".
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the agreement.
3. That this By-law come into effect as of the date of passing.

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this XX day of November, 2024.

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION OF THE TOWN OF KEARNEY**

**By-Law No. 2024 - XX**

**Being a By-law to authorize the signing of an agreement**

**between**

**The Corporation of the Town of Kearney**

**and**

**Highland Rovers Snowmobile Club**

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**WHEREAS** Section 5 (3) of the *Municipal Act, S.O. 2001, c.25*, as amended, requires a municipal Council to exercise its powers by By-law unless specifically authorized to do otherwise;

**AND WHEREAS** Section 8 of the *Municipal Act, S.O. 2001, c.25*, as amended, authorizes broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 9 of the *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 this or any other Act";

**AND WHEREAS** the Corporation of the Town of Kearney deems it expedient to enter into an agreement with Highland Rovers Snowmobile Club to provide authorization to use and maintain whole or part of municipal roads within the Town of Kearney for the purposes of a snowmobile trail for a period of five years from the date of passing;

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

1. That the Corporation of the Town of Kearney enter into a Memorandum of Understanding substantially in the format attached hereto as "this Agreement".
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the agreement.
3. That this By-law come into effect as of the date of passing.

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this XX day of November, 2024.

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION OF THE TOWN OF KEARNEY**

**By-Law No. 2024 - XX**

**Being a By-law to authorize the signing of an agreement**

**between**

**The Corporation of the Town of Kearney**

**And**

**The Township of Perry**

**and**

**Highland Rovers Snowmobile Club**

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**WHEREAS** Section 5 (3) of the *Municipal Act, S.O. 2001, c.25*, as amended, requires a municipal Council to exercise its powers by By-law unless specifically authorized to do otherwise;

**AND WHEREAS** Section 8 of the *Municipal Act, S.O. 2001, c.25*, as amended, authorizes broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 9 of the *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 this or any other Act";

**AND WHEREAS** the Corporation of the Town of Kearney and the Township of Perry deems it expedient to enter into an agreement with Highland Rovers Snowmobile Club to provide authorization to use and maintain whole or part of the municipal road locally known as Patton Rd which is in joint ownership between the Township of Perry and the Town of Kearney for the purposes of a snowmobile trail for a period of five years from the date of passing;

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

1. That the Corporation of the Town of Kearney, The Township of Perry and The Highland Rovers Snowmobile Club enter into a Memorandum of Understanding substantially in the format attached hereto as "this Agreement".
2. That the Mayor and the Clerk be authorized to execute all documentation necessary to fulfill the agreement.
3. That this By-law come into effect as of the date of passing.

**READ A FIRST, SECOND AND THIRD TIME**, passed, signed and the Corporate Seal attached hereto, this XX day of November, 2024.

**THE CORPORATION OF THE  
TOWN OF KEARNEY**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk