

TOWN OF KEARNEY

AGENDA

REGULAR COUNCIL MEETING

Council Chambers

Thursday April 17, 2025 – 6:00 p.m.

A Moment of Silence to honour the memory of a local resident will be added 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. Public Meeting

4.1. DRAFT Operating Budget p. 3

5. Consent List

5.1. March 27th 2025 Regular Council Meeting Minutes p. 10
5.2. March 24th 2025 Special Meeting Minutes p. 15
5.3. Payment Register p. 16
5.4. Transfer Station Report p. 24
5.5. Resolution Report p. 28
5.6. Recreation Meeting Minutes p. 32
5.7. 2025 Q1 Staff Reports p. 35

6. Items Referred from the Consent List

7. Items for Discussion

7.1. Official Plan and Zoning By-law Background Report from EcoVue Consulting
7.2. SR2025-22 Recommendation to Council on King William Monitoring Wells
7.3. DPSMA Conference p. 135
7.4. SR2025-24 Council Remuneration p. 136
7.5. DRAFT Tree Canopy Policy p. 142
7.6. DRAFT Councillor Parental Leave Policy p. 148
7.7. DRAFT Council Staff Relations Policy p. 151
7.8. SR2025-23 Alternate CEMC p. 156
7.9. EMS Representative Appointment Resolution – Dan Robertson p. 157

8. Notice of Motion

9. Correspondence for Information

9.1. FONOM letter to Premier Ford

p.158

10. Bylaws

10.1 By-law 2025 -22 being a By-law to appoint an alternate CEMC

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10.2 By-law 2025-23 being a By-law to adopt a Council Code of Conduct

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10.3 By-law 2025-24 being a By-law to adopt a Staff Code of Conduct

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10.4 By-law 2025-25 being a By-law to adopt a CBO Code of Conduct

p. 162

10.5 By-law 2025-26 being a By-law to adopt a Donations Policy

p. 165

11. Closed Session

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

(2)(b) Personal Matters about an Identifiable Individual

12. Confirming Bylaw

13. Adjournment

	A	B	P	Q	R	S	U
1	TOWN OF KEARNEY						
2	2025 Draft Operating Budget						
3	17-Apr-25						
4							
5	Account #	Description	2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
6							
7		REVENUES					
8		Net Taxation Revenue					
9	020-001	Tax Levy - Set-up Taxes (includes payments in lieu of taxes 020-003)	4,571,044	4,570,717	4,774,510	203,466	last year the levy increase was \$340628. This draft increases the levy by 1.81% or \$203,466 over projected 2024 including supp/omits
10	020-001	Tax Levy - Set-up Taxes- area rating	2,663	2,663	2,663	-	
12	020-002	Supplementary Taxes	130,296	15,000	12,000	(118,296)	based on MPAC forecasting
13	032-060	Property Tax Write-offs	(9,660)	(12,500)	(10,000)	(340)	
14	020-201	Education Levy - English Public	(592,682)	(578,208)	(588,352)	4,330	According to OPTA
15	020-202	Education Levy - French Public	(2,949)	(2,889)	(2,852)	97	
16	020-203	Education Levy - English Separate	(36,550)	(34,395)	(35,675)	875	
17	020-204	Education Levy - French Separate	(7,451)	(7,316)	(7,287)	164	
18		Sub-total	4,054,711	3,953,072	4,145,007	90,296	
19						-	
20		Operating Grants					
21	021-001	Mun. Support - OMPF	720,600	720,600	800,300	79,700	Per notification. One time increase for 2025
26	021-023	OPP Detachment Revenue	1,181	1,460	1,583	402	3-year average
28	021-421	Provincial Offences Act Revenue	4,567	5,170	4,057	(510)	3-year average
29	021-422	CSPT-prisoner transportation	1,071	1,071	1,071	-	Estimate
30	021-423	OCLIF (Cannabis) funding	541	500	500	(41)	Use for by-law cannabis patrols.
35	021-502	Aggregate Resources Trust	2,656	224	2,959	303	3-year average
37	New	Fire Protection Grant			8,164		One time Grant 2025
38	New	Emergency Preparedness Grant			41,272		One time Grant 2025
39	021-601	Recycling/Hazardous Waste Grants	83,285	83,688	67,084	(16,201)	Transition date in October, not a full year.
40	021-711	Elderly Persons Operating Grant	13,375	13,375	-	(13,375)	Applied for
41	021-712	Elderly Persons Special Grant	8,290	8,738	-	(8,290)	Applied for
43	021-714	Senior's Active Living Fair Grant	2,500	2,500	2,500	-	revenue=expense
46	021-901	NOHFC - Intern	4,038	4,038		(4,038)	no intern for 2025
49		Sub-total	842,105	841,364	929,490	87,385	
50		User Fees					
51	022-321	Tax Certificates	1,500	2,260	1,750	250	3-year average
52	022-322	Fax & Photocopy Revenue	78	290	314	236	3-year average
53	022-324	Tax Sale Fees & Proceeds	-		7,500	7,500	Budget depends on number of tax sales expected to be completed in 2025.
54	022-401	Fire Department Miscellaneous Revenue	8,594	6,000	6,000	(2,594)	E.g., burning/false alarm fines, MTO response revenue.
55	022-441	Bldg Dept - Zoning Compliance	1,200	2,290	1,200	-	trending down using 2024 actuals
56	022-442	Bldg Dept -Abandoned Permits	-	5,040	4,000	4,000	3-year average
57	022-443	Bldg Dept -Special Inspections	-	470	-	-	3-year average
58	022-044	Bldg Dept - Misc Revenues	474	-	-	(474)	
59	022-491	911 Civic Number Signs	575	1,080	575	-	trending down using 2024 actuals
61	022-601	Transfer Station Tipping Fees/Other (scrap metal) Revenue	47,202	30,420	40,000	(7,202)	trending up with additional payment methods - using 2024 actuals
63	022-811	Kearney Dog Sled Races Revenue	28,942	28,942	25,000	(3,942)	revenue=expense - not reconciled for 2025
64	022-812	Regatta/Fireworks Revenue	29,694	23,000	33,249	3,555	revenue=expense. Balance with reserves
65	022-813	Recreation Programs	14,214	9,000	17,000	2,786	Fitness classes,kids dance, no revenue for baseball as region is still sorting things out
67	022-821	KCC Revenue	952	4,000	1,000	48	KCC committee revenue re fundraising.
68	022-841	Art Show Revenue	1,768	8,100	8,100	6,332	Revenue=Expenses
69	022-901	Planning Revenue	10,310	12,000	10,000	(310)	3-year average
70	027-001	By-Law Enforcement Revenue (fines)	5,135	4,000	4,000	(1,135)	
71		Sub-total	152,932	136,892	159,688	6,756	
72		Licenses/Permits					
73	023-001	Lottery License Revenue	2,952	1,130	1,130	(1,822)	3-year average
74	023-002	Trailer Permits Revenue	3,500	3,130	3,130	(370)	3-year average
75	023-003	Marriage Licence Revenue	500	130	130	(370)	Based on 2024 actual revenue.
76	023-004	Encroachment Revenue	-	200	200	200	Based on 2024 actual revenue.
77	023-401	Fire Permits and Inspection Revenue	7,898	6,960	6,960	(938)	Based on 2024 actual revenue.
78	023-441	Building Permits Revenue	63,159	190,310	60,000	(3,159)	conservative budget, treasury department will be working permits collections bu 2025
79	023-461	Dog Tag Revenue	457	250	400	(57)	Based on 2024 actual revenue.
80	023-501	Entrance Permit Revenue	2,450	3,770	3,370	920	3-year average
81		Sub-total	80,916		75,320	(5,596)	
82		Rental Income					
83	024-821	Community Hall - Gym Rentals	1,382	5,000	1,500	118	Based on 2024 actual rentals.

	A	B	P	Q	R	S	U
	Account #	Description	2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5	84	024-822 Seniors Lounge	271	1,000	1,000	729	Based on 2024 actual lounge.
	86	Sub-total	1,653		2,500	847	Based on 2024 actual total.
	87	Donations				-	
	89	025-501 Scarborough School Board Donation	11,935	11,935	12,293	358	estimate increase of 3%
	90	Sub-total	11,935		12,293	358	
	91	Interest				-	
	92	026-001 Bank Interest	153,762	163,000	120,000	(33,762)	Cannot estimate at present. Will be based on current KCU interest rate (3.45%) and opening KCU balance (3,000,000), adjusted for expected change re use of opening surplus (360000) and net change in reserves (not currently completed).
	93	026-002 Interest On Taxes	49,122	58,500	35,000	(14,122)	conservative budget, treasury department will be working on collections in 2025
	94	Sub-total	202,884		155,000	(47,884)	
	95	Sales and Miscellaneous Revenue				-	
	98	027-811 Centennial Committee Revenue	20	100	100	80	Based on 2024 budget.
	99	028-001 Miscellaneous revenue	9,141	2,500	7,500	(1,641)	Debit card charges, NSF fees, sale of shore road allowance. Shore road allowance sales are not budgeted nor is the equivalent transfer to the recreation and culture reserve.
	100	Sub-total	9,161		7,600	(1,561)	
	101					-	
	102	TOTAL REVENUES	5,356,296		5,486,898	130,602	
	103					-	
	104	EXPENDITURES				-	
	105	GENERAL GOVERNMENT				-	
	106	Council Expenditures				-	
	107	030-001 Council - Honorariums	55,500	55,500	55,500	-	Current council at current rates. Excludes portion of honorarium to be donated to KWEF.
	108	030-010 Council EHT & CPP	2,955	1,320	2,955	0	Based on 2024 actual cpp.
	109	030-020 Council - Sundry Expenses	1,375	4,000	4,000	2,625	GoTo meetings, misc purchases, staff appreciation lunch.
	110	030-035 Council - Insurance	1,135	1,135	1,135	0	Per final insurance distribution.
	111	030-040 Council - Training, Dues & Mileage Expense	7,006	7,500	7,500	494	DPSMA, AMO, FONOM
	112	030-050 Council - Donations	6,915	6,115	3,000	(3,915)	Council discussion needed.
	113	Sub-total	74,886		74,090	(796)	
	114	Election Costs				-	
	115	031-020 Election Expenses	2,455	2,450	2,455	(0)	DataFix/Voterview annual cost (resolution 8-23) plus Cda Post bulk return mail fee.
	116	Sub-total	2,455		2,455	(0)	
	117	Administration wages and benefits				-	
	118	032-001 Administration wages and benefits	459,930	556,000	580,884	120,954	2024 staffing compliment plus full-time treasurer commencing Jan 14th, 2025. Note wages across all departments are higher in 2025 because there are 26 payperiods plus 11 days and projected increases for union negotiations. Less 2023 credit from WSIB
	120	032-701 Unfunded sick leave liability	(12,721)			12,721	Decrease (increase) in estimated liability is included in actual wages and benefits. Funded in future years so no need to budget.
	121	032-056 Human resources consultant	-	20,982	-	-	
	122	032-002 Years of Service Awards-all departments	750	750	1,000	250	For Staff in Years 2024 and 2025
	124	Sub-total	447,959		581,884	133,925	
	125	General Government Operating Expenses				-	
	126	032-020 Office Postage, Supplies and Sundries	9,338	12,800	11,000	1,662	Moving paper out of Computer Expense
	127	032-022 Taxation Expenses - (Paper, postage, etc.) - per above				-	
	128	032-023 Computer and Equipment Maintenance	40,525	45,000	38,000	(2,525)	Account includes internet (Bell and Starlink), Munisoft/Paymate/Office, Global Terminal, website contract, photocopier supplies/contract and computer/telephone maintenance and repairs. Add Bank Reconciliation, Multi Cashier Receipting, Security, Accounts payable mutli batch and EFT modules for Munisoft (\$2480)
	129	032-025 CGIS Expenses	12,943	13,275	9,200	(3,743)	Existing CGIS layers plus CPI increase in fall
	130	032-026 Advertising	1,123	2,500	1,500	377	
	131	032-027 Association Dues	4,495	5,040	4,307	(188)	AMCTO, MFOA, AMO, FCM, LAS.
	132	032-030 Telephone	3,544	4,225	4,668	1,124	Bell, Fibernetics, cells
	133	032-031 Hydro	9,553	7,485	10,031	477	Inflationary increase over 2024.
	134	032-035 Insurance - Administration	62,677	62,677	61,898	(779)	As per final distribution
	135	032-036 Insurance - Deductible	-	15,000	-	-	If deductible is needed, it will come from working funds reserve.
	136	032-040 Training & Professional Development	6,220	10,000	12,500	6,280	Includes treasury and administration professional development. Increase to cover mandatory Munisoft training on new modules
	137	032-050 Property Assessment	56,845	56,845	58,350	1,505	Per levy notification.

	A	B	P	Q	R	S	U
	Account #	Description	2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5							
138	032-051	Contracted Services -Legal/Title Searches	115,372	50,000	75,000	(40,372)	Estimated based on historical data. Any overages can be paid for through working reserves.
139	032-052	MFIPPA/IPC Legal Expense	-			-	Based on 2024 actual expense.
140	032-057	CUPE Negotiation Costs - Legal/other	31,907	50,000	45,000	13,093	CUPE negotiation expenses to finish up negotiations to April 30th 2025 and start negotiating again in 2025.
141	032-058	UFCW Negotiation Costs - Legal/Other	189	1,500	10,000	9,811	UFCW negotiations will start in 2025
142	032-053	Auditor	28,519	22,769	24,000	(4,519)	Estimate - going out to tender for 2025 audit services
143	032-054	Contracted Accounting	40,544	35,100	15,000	(25,544)	Beginning of year for overlap with new treasurer
147	032-065	Bank Charges & Interest	2,856	2,570	2,700	(156)	Bank charges and late payment fees: 2-year average.
148	032-100	Mileage Expenses	44	100	100	56	Primarily re bank deposits.
149	032-802	Land Exchange	-			-	N/A in 2024
150		Sub-total	426,695		383,253	(43,441)	
151		SUB-TOTAL GENERAL GOVERNMENT	951,995		1,041,682	89,688	
152		PROTECTION				-	
153		Policing				-	
154	042-020	Policing	302,160	302,160	315,477	13,317	Per levy notification.
155	New	Police Services Board Expenses	-		1,000	1,000	as per PSB
156		Sub-total	302,160		316,477	14,317	
157		Fire and First Response				-	
158	040-001	Fire wages and benefits	121,462	117,800	127,987	6,525	Less 2023 credit from WSIB
161	040-003	Volunteer Compensation and Training	69,188	108,000	87,192	18,004	Timesheet-based honorariums (77,192) and training (10,000) including NFPA courses and training material.
163	040-010	Volunteer WSIB, EHT	5,444	6,930	6,829	1,385	Based on 13 volunteers and existing coverage.
164	040-020	Administrative Expenses	8,319	7,800	7,800	(519)	Office supplies, internet, photocopier, association dues, personal medicals, mileage.
166	040-022	Public Education/Prevention	6,290	3,000	7,000	710	adding for Community Safety Days
167	040-023	Repeater Tower & Dispatch Services	5,884	7,500	7,500	1,616	Spectrum re Pevensey repeater tower&internet, Parry Sound dispatch services and Fluent MS Who's Responding
168	040-025	Equipment Maintenance	10,092	8,000	8,000	(2,092)	Radio license, maintenance of bunker suits and other equipment.
169	040-026	Small Equipment Purchases	11,168	10,529	10,000	(1,168)	similar budget to last year
170	New	Fire Protection Grant Expenses			8,164	8,164	match grant approval
171	New	Emergency Preparedness Grant Expenses			41,272	41,272	match grant approval
172	040-030	Telephone	1,363	450	1,600	237	Add cell phone
173	040-031	Hydro/Heat	7,878	8,600	9,000	1,122	Electricity, furnace fuel and generator propane.
174	040-032	Building Expenses	14,196	15,000	19,592	5,396	Building, furnace, water system, generator maintenance. \$3500 increase over last year for lights in meeting room, cameras and pest control. Additional repairs to water system
175	040-035	Fire Dept - Firefighters and General Insurance	43,979	43,979	45,295	1,316	Per final insurance distribution.
177	040-041	Joint Training Officer	16,682	17,182	16,682	(0)	Kearney share of joint training officer. As per Invoice.
178	040-042	Uniforms	3,489	6,000	6,000	2,511	
179	040-060	MNR Fire Agreement	7,828	7,875	8,190	362	Fire protection Crown land agreement in place for 2022-2027 Annual increase = CPI, capped at 4%.
180	041-021	First Response - Medical Supplies	1,958	2,500	2,500	542	Masks, gloves and other medical supplies.
181	040-100	Vehicle Expenses	38,961	22,000	28,000	(10,961)	Vehicle operation and maintenance expenses. Aware of additional repair needed from first draft
182		Sub-total	374,180		448,602	74,422	
189		Building, By-Law & Animal Control				-	
190	044-001	Building Dpt. wages and benefits	168,129	149,900	168,449	320	Existing compliment plus Administrative Support 1/day per week. Less 2023 credit from WSIB
192	044-002	Building Dpt. wages and benefits administration allocation	-			-	Based on 2024 actual allocation.
194	044-020	Building Department Office Expenses	21,662	4,300	12,500	(9,162)	Pay out Cloud Permit Agreement in 2024 (\$12,000), increase for CGIS CBO module (\$2824), request for a drafting table (\$2500)
195	044-027	Building Department - Memberships	521	577	1,200	679	Additional memberships for support staff
196	044-040	Building Department - Training and miscellaneous costs	5,394	7,000	12,500	7,106	Increase for support staff training
200	044-058	Building Department Legal Expenses	13,876	15,000	10,000	(3,876)	Regular legal inquires, \$15K normally budgeted for insurance deductible will be taken from Working Funds Reserve if needed.
201	044-100	Building Department - Mileage/vehicle expenses	7,960	4,900	8,000	40	Includes operating costs of Town vehicle (license, insurance, fuel, maintenance).
203	045-020	By-Law - Mileage/Expenses	60,432	61,500	78,500	18,068	As per agreement with Armour services: wages, mileage, training/other shared costs.
204	045-021	By-Law Property Cleanup/Impound/Legal	2,468	-	2,000	(468)	Based on 2024 actual legal.
207	046-020	Animal Control	90	1,000	3,500	3,410	Vet unit (90) and donation to Almaguin Pet Rescue
208		Sub-total	280,531		296,649	16,118	
209		Emergency Measurers				-	

	A	B	P	Q	R	S	U
	Account #	Description	2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5							
210	049-020	Emergency Measurers Expenses	1,069	2,850	2,500	1,432	OPP PSAP annual billing, 911 numbering. 2024 includes 1,500 re training.
211	NEW	CEMC/Emergency Plan Expenses			3,700	3,700	CEMC expenses for emergency plan review and annual exercise. Added cost for emergency communication system
212		Sub-total			6,200		
213		SUB-TOTAL PROTECTION	956,871		1,067,928	111,057	
214		TRANSPORTATION				-	
215		PW - Overhead				-	
216	059-001	PW - Wages & Benefits holding account	523,359	601,300	599,408	76,049	Existing staff compliment. Were some vacancies in 2024. Less 2023 credit from WSIB
218	050-020	Garage - Bldg & Equipment Supplies and R&M	44,827	50,000	49,000	4,173	Includes recurring charges: internet, pest control and misc. supplies. Heat lines on roof, lighting. Further repairs needed for moisture getting in building Increase for cameras
219	050-030	PW - Telephone, Radio & Internet	6,198	5,600	6,200	2	Radio air time, phone and cell. Assumes savings re new phone system effective April 1.
220	050-031	Garage - Hydro/Heat	14,955	13,780	15,700	745	Electricity and furnace fuel.
221	050-035	PW - Insurance	44,105	44,105	45,372	1,267	Per final insurance distribution.
222	050-040	PW - Employee Expenses & Training	12,483	12,000	12,000	(483)	Clothing allowance (450/employee net of HST rebate) and training
224		Sub-total	645,928		727,680	81,752	
225		Public Works Equipment				-	
226	050-100	Public Works - All Vehicles Diesel Fuel	62,749	85,000	70,000	7,251	
228	050-110	2024 Dodge Ram 1500 - fuel, license and repairs	4,990	2,000	5,945	955	New vehicle purchased Feb 2024.
229	050-111	Dodge 2500 - license and repairs	3,035	500	3,000	(35)	New vehicle purchased Feb 2024.
233	050-121	License and Repairs - 2016 Freightliner	11,021	5,000	7,500	(3,521)	
234	050-122	License and Repairs - 2019 Ford 550	10,378	3,500	7,500	(2,878)	
235	050-123	License and Repairs - 2020 Freightliner	12,031	14,000	8,500	(3,531)	
236	050-124	License and Repairs - 2024 Freightliner	12,085	3,000	10,000	(2,085)	
237	050-125	Repairs - Sanding Unit for 1 Ton	1,516	1,000	1,000	(516)	maintenance
239	050-135	Repairs - Caterpillar Excavator	3,381	5,000	5,000	1,619	
241	050-145	Propane/Repairs - Equipment Steamer	-	500	500	500	Propane only.
242	050-155	Repairs - Grader	67,547	25,000	87,000	19,453	includes the major repair that was started in 2024 plus regular maintenance, needs two tires (\$3600 est.)
244	050-160	Repairs - 2020 CAT Backhoe	22,242	5,000	8,000	(14,242)	Needs new tires (\$5500 est)
246	050-166	Repairs - Sweeper	4,962	3,000	4,000	(962)	
247	050-170	Repairs - Public Works Trailer	1,418	1,000	1,500	82	Based on 2024 actual.
248		Sub-total	229,073	156,165	219,445	(9,628)	
249		Roadways Maintenance				-	
251	051-020	Paved Rd - Cold Patch/Patching	8,376	24,000	9,500	1,124	Includes regular patching. Crack sealing budgetedfor 2024 was not complete because no contractors were interested.
253	051-022	Paved Rd - Line Painting	7,811	13,500	15,000	7,189	Annual maintenance: stop blocks and parking lots.
254	051-023	Stormwater System Maintenance	-	20,000	-	-	Budgeted to flush system in 2024, could not find a contractor to flush and camera for condition of system.
255	052-020	Unpaved Rd - Gravel and gravel pits	4,100	13,500	13,000	8,900	Use of gravel inventory: A gravel (4.83/tonne); granite (22.86/tonne), including license and annual royalty based on quantity of gravel removed from pit.
256	052-021	Unpaved Rd - Dust Control	40,871	40,000	42,460	1,589	Liquid and bagged.
258	052-023	Unpaved Rd - Armour Mtce Agreement	3,358	3,358	3,600	242	Armour maintenance agreement.
259	053-020	Bridges & Culverts - Bridge Maintenance/Inspections	7,948	8,345	-	(7,948)	No OSIM report for 2025
260	053-021	Bridges & Culverts - Culverts	1,793	1,000	4,000	2,207	Culverts used for routine maintenance.
262	054-020	Roadside - Mowing/Brushing	6,106	8,000	8,000	1,894	In-house brushing and roadside mowing including equipment rental.
263	054-021	Roadside - Signs	4,965	1,500	2,500	(2,465)	
264	054-022	Roadside - Beaver Trapping	2,800	1,200	1,500	(1,300)	
265	054-023	Roadside - Guardrails	-	750	2,000	2,000	Based on 2024 actual guardrails.
266	055-020	Winter Ctrl - Sand & Salt	26,634	64,000	60,000	33,366	
268	055-021	Winter Ctrl - Contracted Services	5,225	5,225	5,400	175	Per resolution 10(c)(ii)/04/02/2022 re Fowler's maintenance contract for 21/22 to 24/25 winter seasons. Seasonal cost per resolution split between related years.
269	056-020	Street Lights - Energy & Repairs	6,806	5,230	6,500	(306)	No repairs in 2023. Budget includes 2,000 repair contingency.
270		Sub-total	126,793		173,460	46,667	
271		SUB-TOTAL TRANSPORTATION	1,001,793		1,120,585	118,792	
272		ENVIRONMENT				-	
274	060-001	Transfer Station Wages and Benefits	81,759	77,800	80,375	(1,384)	Less 2023 credit from WSIB
277	060-021	Joint Waste Management	95,940	95,940	105,605	9,665	JWMC budget provided
278	060-022	BFI - Recycling Pick-up	116,418	124,730	87,314	(29,105)	Cost to transition (Oct)
279	060-023	BFI shingles/metal	3,090	6,030	5,778	2,688	3 year average

	A	B	P	Q	R	S	U
			2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5	Account #	Description					
280	060-024	Transfer Station - Operating Expenses	19,846	16,000	10,500	(9,346)	employee clothing allowance, portable toilets, miscellaneous maintenance at sites. Food cyclor bins not included increase for cameras
282	060-026	Hazardous Waste Days	13,209	11,130	13,869	660	Inflated 2024 cost.
283	060-031	Transfer Station - Hydro and Phones	4,800	3,000	5,040	240	
284	060-035	Transfer Station - Insurance	488	488		(488)	Per final insurance distribution.
286	060-061	Transfer Station Vehicle - License and Repairs	4,667	7,500	5,000	333	2014 Ford F150 Truck only
287	060-100	Landfill Closure and Post-Closure (net of amt to be recovered)	552	14,100	42,000	41,448	Estimate - working on getting quotes for 2025. Increase due to two new Monitoring wells needed.
288	060-702	2B recovered - landfill closure			-	-	Based on 2024 actual closure.
289		SUB-TOTAL ENVIRONMENT	354,517		355,480	963	
290		HEALTH SERVICES				-	
291	070-020	North Bay/Parry Sound Health Unit	28,376	28,376	29,794	1,418	As per notification -3% increase
293	070-021	Ambulance	134,092	134,092	139,095	5,003	As per notification
294	070-022	V of BF - Almaguin Highlands Health Centre/Ontario Telemedicine Network Contribution, physiotherapist contribution and AHHC operating contribution	8,007	6,007	6,007	(2,000)	AHHC contribution
297		SUB-TOTAL HEALTH SERVICES	170,475		174,896	4,421	
298		SOCIAL AND FAMILY SERVICES				-	
299	071-022	Eastholme - Levy	139,276	139,276	142,834	3,558	As Per notification - 2.5% increase
300	071-025	DSSAB	177,021	177,021	184,611	7,590	As per Notificaiton - 3.95% levy increase
301	071-033	Seniors Room - One Time Grant Expenses	8,290	8,738		(8,290)	Waiting for approval Expenses= grant
302	071-032	Seniors Grant - Kearney expenses	2,615	2,000	2,000	(615)	
303	071-034	Seniors Room - Active Living Fair Expense	2,494	2,500	2,500	6	Expenses = related grant. Unspent funds must be refunded.
304		SUB-TOTAL SOCIAL & FAMILY SERVICES	329,696		331,945	2,249	
305		RECREATION & CULTURE				-	
306		Parks				-	
307	080-001	Parks - Grass Cutting wages and benefits	7,265	7,800		(7,265)	
308	080-020	Parks - Parks & Trails maintenance supplies	6,410	6,000	7,500	1,090	Student advertising, lawnmower gas&repairs, portable toilets, Main St. flowers.
309	080-024	Boat Ramps and Docks maintenance	-	1,500	1,500	1,500	
310	080-025	Parks - Town Dock Hydro	347	350	365	18	Based on 2024 actual hydro.
311	080-027	Ralph Bice Committee expenditures	1,000	1,000	1,000	-	Use of funds for 2024 bursaries. \$1,000/year until funds depleted per Res. 324-23. Offset = transfer from Ralph Bice reserve.
312	080-090	Parks - Lions Park / Rink net of revenue including reserve transfer	13,787	4,100	4,100	(9,687)	Hydro, portable toilets, alarm monitoring.
313	080-035	Parks/Recreation Insurance	17,588	17,589	17,637	49	Per final insurance distribution.
314	080-100	Parks Vehicle - operating expenses	3,703	5,000	4,200	497	Original Parks vehicle until mid-February and 2021 Dodge.
315		Sub-total	50,101		36,302	(13,800)	
316		Recreation Programs				-	
318	081-020	Recreation - Program Expenses	12,903	13,000	17,000	4,097	Fitness instructors for exercise and recreation programming.
319	081-021	Recreation - Swim Program Expenses	275	2,700	2,500	2,225	Includes contracted swimming instructor.
320	081-035	Recreation - Events/Mun Liability Insurance	810	810	810	-	Per final insurance distribution.
321	081-050	KCC Committee	96	4,000	1,000	904	= revenue account 022-821.
323	081-051	Recreation Special Events	3,974	4,000	10,000	6,026	music in mirror bay; movie night, support for Christmas event, Easter and Canada Day.
324	081-501	Dog Sled Races Expenses	28,395	28,942	25,000	(3,395)	Expenditures = revenue account 022-811. Any difference to/from reserve.
325	081-502	Regatta/Fireworks Expenses	31,324	23,000	33,249	1,925	Council approved
326		Sub-total	77,777		89,559	11,782	
327		Community Centre				-	
328	082-001	KCC - Salaries and Benefits	100,368	124,500	207,914	107,546	Includes 2 FT Facilities positions and 1 FT Recreation and Economic Development coordinator in May plus one summer student. Less 2023 credit from WSIB
330	082-020	KCC - Supplies and Maintenance Expenses	15,839	17,000	24,500	8,661	R&M, supplies, security, fire protection and employee telephone. Increase for cameras
331	082-021	KCC - Water Operations & Maintenance	1,894	1,500	2,000	106	Water testing, water system supplies
333	082-031	KCC - Hydro/Heat	21,766	18,000	22,854	1,088	Electricity and furnace fuel.
334	082-035	KCC - Insurance	9,974	9,974	11,518	1,544	Per final insurance distribution.
335	082-040	KCC - Employee Expenses and Training	664	1,000	2,000	1,336	Training and related travel expenses, clothing allowance.
336		Sub-total	150,507		270,786	120,279	
337		Library				-	
338	083-020	Library Levy	46,015	46,345	48,240	2,225	EST. Library Board discussing after March 17th Council Budget Meeting
339	083-021	Library Operating Expenses	2,992	2,110	3,000	8	Expenses paid by Town for utilities.
340		Sub-total	49,007		51,240	2,233	
341		Cultural Services				-	
342	084-020	Art Show Expenses	989	8,100	8,100	7,111	Event is generally revenue-neutral. Expenses budgeted to = revenue.

	A	B	P	Q	R	S	U
			2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5	Account #	Description					
343		Sub-total	989		8,100	7,111	
344		SUB-TOTAL RECREATION & CULTURE	328,381		455,986	127,605	
345		PLANNING AND DEVELOPMENT				-	
347	090-020	Planning expenses	3,806	15,000	6,000	2,194	Contracted planner assistance.
348	090-021	Strategic Plan /Official Plan / Zoning Review	14,908	75,000		(14,908)	Budgeted as an exceptional item in 2025 (see capital section).
354	091-020	Economic Development miscellaneous expenses	1,130	1,400	5,000	3,870	Budget includes TODS cost, Almaguin Highlands Community Guide.
355		SUB-TOTAL PLANNING & DEVELOPMENT	19,936		11,000	(8,936)	
356						-	
357		Total Expenses	4,113,665		4,559,504	445,839	
358						-	
359		TRANSFERS FROM (TO) RESERVES RE OPERATING ACTIVITIES				-	
360	029-001	From (To) Working Fund Reserve	2,000	2,000	-	(2,000)	
361	029-001	From Environmental Committee Reserve			-	-	
362	029-001				-	-	
363	029-001	From Regatta Reserve			-	-	
364	029-001 (031-900)	From (To) Election Reserve	(4,075)	(4,075)	(4,075)	-	2022 election costs = 18,890. Transfer 1/4 anticipated 2024 election cost, less annual Datafix/Voterview charge to reserve in non-election years.
365	029-001 (031-901)	From (To) CUPE Reserve	9,975	9,975	-	(9,975)	Use of balance for 2024 CUPE negotiations.
366	029-001 (031-902)	From (To) UFCW Reserve	(2,500)	(2,500)	-	2,500	Transfer to reserve in non-negotiation years.
368	029-001 (031-904)	From (To) Sick Leave Reserve	6,864	6,864	12,721	5,857	Adjust reserve balance to equal 2024 liability.
370	029-001	From Ralph Bice Wilderness Centre Reserve	462	462	1,000	538	Use of funds for 2024 bursaries. \$1,000/year until funds depleted per Res. 324-23.
371	029-001 (081-900)	From (To) Dog Sled Reserve	(1,623)	(1,623)	17,500	19,123	Net Dog Sled Expense (Revenue). 2025 Not reconciled yet
373	029-001 (081-903)	From (To) Regatta Reserve	2,430	2,430		(2,430)	net Regatta expense (revenue).
374	029-001	From (To) KCC Reserve	(856)	(856)		856	
376	029-001 (032-900)	From (To) To Recreation and Culture Reserve	(3,546)	(3,546)	-	3,546	All proceeds from shore road allowance sales are transferred to reserve earmarked for recreation and culture purposes. Neither sales nor reserve transfer budgeted, as no net impact on budget and proceeds vary wildly from year to year.
377		SUB-TOTAL FROM (TO) RESERVES RE OPERATING ACTIVITIES	9,132		27,146	18,014	
378						-	
379		Total Revenues	5,356,296		5,486,898	130,602	
380		Less: Total Expenses	(4,113,665)		(4,559,504)	(445,839)	
381		Add: Net from (to) Reserves re Operating Activities	9,132		27,146	18,014	
382		Net Operating Income	1,251,763		954,540	(297,222)	To be used for Capital
383							
384							
385		CAPITAL TRANSACTIONS AND EXTRAORDINARY ITEMS- SOURCES OF FUNDING					
386		Grants, Deferred Revenue and Miscellaneous Capital Revenue					
387	028-003	Asset sale proceeds/insurance proceeds	70,314	45,250	-		
388	028-002	Sale of surplus lands	-	230,000	100,000		Council to decide what parcels and the process to sell
399	021-005	NORDS Funding	371,022		113,733		Last year of Nords (2025-26). Being used for resurfacing of Hwy 518/Chetwynd
401	021-504	OCIF - Formula-based funding	273,107		269,307		Use of available funding being used for resurfacing of Hwy 518/Chetwynd
405	021-002	Gas Tax Deferred Revenue	99,000		93,017		Use of available funding being used to surface Island Lake, Ostick, Clam Lake, Echo Ridge Roads
408		Sub-total	909,778		576,057		
409		Transfers from Reserves for Capital Purposes					
410	029-001	Capital	-		343,607		as per capital budget
426							
428		Sub-total	495,363		343,607		
429		Total sources of funding - capital transactions	1,405,141		919,664		
430							
431		USES OF FUNDING					
432		Net Long-term Debt Repayments					
435	040-723	Principal - 2007 E-One Pumper/Tanker Loan	9,302		10,244		Per loan schedule.
436	040-724	Interest - 2007 E-One Pumper/Tanker Loan	3,892		2,950		Per loan schedule.

	A	B	P	Q	R	S	U
			2024 Projected	2024 Budget	2025 Draft Budget	Budget Increase (Decrease) vs. 2024 Projected	Comments
5	Account #	Description					
445	050-728	Principal - West Bay Road Bridge	14,407		-		Per loan schedule. Loan fully repaid in '24.
446	050-729	Interest - West Bay Road Bridge	550		-		Per loan schedule. Loan fully repaid in '24.
449		Sub-total	28,151		13,194		
450		Capital Expenditures and Extraordinary Items					
451		Capital - Fire			50,064		See itemized list of capital items for details.
452		Capital - Roads	48,045		891,502		
460		Capital - Public Works/Transfer Station			66,000		
461		Capital - KCC/Recreation			165,000		
	090-021	Strategic Plan /Official Plan / Zoning Review			100,000		OP and ZBL review. Public engagement sessions for strategic plan combined with OP and ZBL. Balance of Project not spent in 2024
462							
492		Sub-total	3,523,591		1,272,566		
493		Transfers to Reserves for Capital Purposes/Extraordinary Items					
	040-901	To Fire/ First Response Reserve			339,303		
499							
501	050-900	To Bridges & Culverts Reserve	240,000		200,000		
502	050-900	To Reserve - Public Works Equipment	167,819		300,000		
	070-900	To Reserve - Muskoka Hospital	108,750		108,750		Per May 29/23 budget meeting: accept proposed commitment of \$1,305,000 anticipated in 12 years for the hospital construction. Annual reserve contribution for each of the next 12 years = 108,750.
504							
505	081-902	To Regatta Band Shelter Reserve (re Trillium Requirement)	800		800		800/yr for 13 years (2015-2027).
509		Sub-total	701,992		948,853		
510							
511		Net Long-term Debt, Capital and Reserve Expenditures	(2,848,593)		(1,314,949)		
512							
513		Overall Budget					
514							
515	029-002	Prior Year Surplus (Deficit)	642,811		360,408		
516		Net Operating Income	1,251,763		954,540		
518		Net Capital and Reserve Expenditures	(2,848,593)		(1,314,949)		
519							
520		Net Income (Deficit) (must = 0 for balanced budget)	(954,020)		(0)		
521							

The Corporation of the Town of Kearney
REGULAR COUNCIL MEETING MINUTES
Council Chambers
Thursday, March 27, 2025 – 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 (C-A)
Jason Newman, By-law Enforcement Officer (BLEO)
Cindy Filmore, Deputy Clerk (DC)

BLEO & DC were present until their respective sections were completed in closed session. C-A was present for the entirety of the meeting.

A Moment of Silence was held to honour the memory of Rita Groome

1. **Call the Meeting to Order**
The meeting was called to order at 6:03 p.m.
2. **Approval of Agenda**
Resolution 2025-83
Moved by: Councillor Beaucage; Seconded by: Deputy Mayor Rickward
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney adopts the Agenda of March 27, 2025 as circulated
CARRIED
3. **Disclosure of Interest**
Nil
4. **Delegations/Presentations/Public Meetings**
Nil
5. **Consent List**
Resolution 2025-84
Moved by: Councillor Pateman; Seconded by: Councillor Sharer
BE IT RESOLVED that the Consent List from the Council Meeting of Thursday, March 27, 2025, be accepted and that all recommendations or support contained therein be adopted and approved as resolutions of Council
CARRIED
6. **Items Referred from the Consent List**
Nil
7. **Items for Discussion**
7.1 Revised DRAFT Council Code of Conduct Update
Resolution 2025-85
Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the Revised DRAFT Council Code of Conduct; AND FURTHER that Council will pass this by-law at the next meeting.
CARRIED

7.2 Revised DRAFT HR Policy
Resolution 2025-86
Moved by: Councillor Pateman; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives

the Revised DRAFT HR Policy; AND FURTHER THAT Council directs staff to make the discussed changes and bring back to the next Council meeting.
CARRIED

7.3 Revised DRAFT Donations Policy
Resolution 2025-87

Moved by: Councillor Sharer; Seconded by: Deputy Mayor Rickward
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the Revised DRAFT Donations Policy; AND FURTHER that Council agrees to pass it at the next Council meeting.
CARRIED

7.4 Request to donate Town of Kearney sign on Bevans Rd – Graphics & Wraps and 6S Graphics
Resolution 2025-88

Moved by Councillor Beaucage; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney thanks Graphics & Wraps and 6S Graphics for their generous offer to donate the replacement “Welcome to Kearney” sign on Bevans Road and Chetwynd Road; AND FURTHER that Council requests that Graphics & Wraps sign be installed at the Chetwynd entrance to Kearney to replace the current sign there and that 6S Graphics sign be installed on Bevans Road all to be at the cost of the donors. Also, a letter of thanks be sent to both.
CARRIED

7.5 EcoVue Staff Report: Mosmann ZBL – remove Hold designation
Resolution 2025-89

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Beaucage
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives Staff Report from EcoVue Consultants regarding the request to lift the Holding Zone from the Mosmann Zoning By-law Amendment; AND FURTHER that Council approves By-law 2025-20, which will have the effect of removing the Holding (H) Symbol from the subject lands, which will pass later in the meeting.
CARRIED

7.6 DRAFT Waste Management By-law
Resolution 2025-90

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Waste Management By-law; AND FURTHER that Councillor Beaucage will forward ideas received from the Transfer Station Attendant and ideas from residents to Jenny LeBlond to be included into a report with the by-law which will be brought back to the next Council Meeting
CARRIED

7.7 DRAFT Employee Code of Conduct
Resolution 2025- 91

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Pateman
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT Employee Code of Conduct; AND FURTHER that Council will pass the bylaw at the next meeting.
CARRIED

7.8 DRAFT CBO Code of Conduct
Resolution 2025-92

Moved by: Deputy Mayor Rickward; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the DRAFT CBO Code of Conduct; AND FURTHER that Council will pass the bylaw at the next meeting.
CARRIED

7.9 SR2025-13 Alternative Voting Method 2026 Election
Resolution 2025-93

Moved by: Councillor Pateman; Seconded by: Councillor Sharer
BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and accepts SR2025-13 regarding Alternative Voting Methods for the 2026 Election: AND FURTHER that Council direct the Clerk to bring back an updated report with quotes for both vote-by-mail & internet/telephone voting.
CARRIED

7.10 SR2025-14 Disposition of Municipal Land

Resolution 2025-94

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives SR2025-14 regarding the Disposition of Municipal Land; AND FURTHER that Council chooses option 2 being an invitation for tender or proposal call, with a reserved bid, to sell surplus Town land.

CARRIED

7.11 DRAFT Bylaw – OSPCA Agreement with area municipalities

Resolution 2025-95

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and approves the DRAFT By-law regarding the OSPCA Agreement with area municipalities; AND FURTHER that a By-law authorizing the entering into such agreement will be passed later in this meeting.

CARRIED

7.12 SR2025-15 Deeming Bylaw – North Shore Rd.

Resolution 2025-96

Moved by: Deputy Mayor Rickward; Seconded by Councillor Beaucage

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and accepts SR2025-15 regarding the Deeming Bylaw for 392 North Shore Road.

CARRIED

7.13 Draft Agreement Renewal – Product Care Association of Canada

Resolution 2025-97

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and accepts the DRAFT Agreement Renewal; AND FURTHER that a Bylaw authorizing the entering into such agreement will be passed later in this meeting.

CARRIED

7.14 Committee Appointment – Steve Witt and Justine McKean

Resolution 2025-98

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives the applications to join the Regatta and Recreation Committees; AND FURTHER that Council hereby appoints Justine McKean and Steve Witt to the Regatta Committee; AND FURTHER that Council wishes to thank both Justine and Steve for their dedication to their community.

CARRIED

7.15 New Recruit Report Fire Department – Kim Anderson

Resolution 2025-99

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney hereby receives and approves the Fire Chief's Report regarding New Recruit, Kimberley Anderson; AND FURTHER that Council appoint Kim Anderson to the Kearney Fire and Emergency Service and welcomes Kimberley to the team; AND FURTHER that Council authorizes the Fire Chief and Clerk-Administrator to approve applications to the Kearney Fire and Emergency Service moving forward.

CARRIED

Resolution 2025-100

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

WHEREAS under the current hiring policy for the Town of Kearney, a member of Council shall sit on the hiring committee for all positions; AND WHEREAS the positions of Recreation/Economic Development Coordinator and Public works Superintendent will be posted shortly; NOW THEREFORE BE IT RESOLVED that Council appoints Michael Rickward to the hiring committee for the position of Public Works Superintendent and Jill Sharer to the hiring committee for the position of Recreation & Economic Development Coordinator.

CARRIED

8. Notice of Motion

8.1 Councillor Beaucage – Library Board Request

8.2 Councillor Beaucage – CEMC Alternate

RESOLUTION 2025-101

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

BE IT RESOLVED THAT the Council of the Town of Kearney is required by the Emergency Management and Civil Protection Act to have a Plan outlining how the community respond to emergencies, including response, recovery and mitigation strategies; AND WHEREAS the Council has enacted By-law 2023-20 to appoint Fire Chief, Paul Schaefer as the Town's CEMC (Community Emergency Management Coordinator); AND WHEREAS the danger of spring flooding may soon be an issue in our municipality; NOW THEREFORE BE IT RESOLVED THAT the Town of Kearney appoint an Alternate CEMC at the Regular Council Meeting on April 17, 2025; AND FURTHER THAT this person is to be recommended to Council at the next meeting.

CARRIED

9. Correspondence for Information

Resolution 2025-102

Moved by: Councillor Beaucage; Seconded by: Councillor Pateman

BE IT RESOLVED THAT the Council of the Corporation of the Town of Kearney receives the Correspondence list for information from March 27, 2025

CARRIED

10. By-laws

Resolution 2025-103

Moved by: Councillor Beaucage; Seconded by Councillor Sharer

BE IT RESOLVED that 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 2025-16 being a By-law regarding to enter into an Agreement with Armour Township for Animal Control Services with the OSPCA

10.2 By-law 2025-17 being a By-law to enter into an Agreement with the Product Care Association of Canada

10.3 By-law 2025-18 being a By-law to Deem Lots 18 & 19 in Plan M89 - #392 North Shore

10.4 By-law 2025-19 being a By-law to Repeal By-law 2011-60 & By-law 2011-61 regarding LAS Closed Meeting Investigator

10.5 By-law 2025-20 Being a By-law to amend By-law 2022-20 to Lift H Symbol

CARRIED

11. Closed Session

Resolution 2025-104

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 8:40 pm under Section 239 of the Municipal Act, under the following subsections:

(2)(b) Personal Matters about an Identifiable Individual

(2)(d) Labour Relations or Employee Negotiations

CARRIED

BLEO & DC were present for their portion of Closed Session and left the meeting.

During Closed Session, Council passed a resolution to extend the meeting beyond the 4-hour curfew (10 pm) as per Section 16.2 of the Procedural By-law

Resolution 2025-105

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

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney reconvenes in Open Session at 11:14 pm

CARRIED

12. Confirming By-law

Resolution 2025-106

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that By-law 2025- being a by-law to Confirm the Proceedings of the Special Council Meeting of March 17, 2025 and March 24, 2025 and the Regular Meeting of March 27,

2025, 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 2025-107

Moved by: Councillor Sharer; Seconded by: Councillor Pateman

BE IT RESOLVED that the Regular Council Meeting of the Corporation of the Town of Kearney adjourn at 11:16 pm to reconvene again on April 17, 2025

CARRIED

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk

The Corporation of the Town of Kearney

SPECIAL COUNCIL MEETING MINUTES
Council Chambers
Monday, March 24, 2025 – 9:30 a.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) Jenny LeBlond, Treasurer Paul Schaefer, Fire Chief Adrienne Harrop, Consultant	

1.

Call the Meeting to Order

The meeting was called to order at 9:34 a.m.
2.

Approval of Agenda

Resolution 2025-80

Moved by: Councillor Beaucage; Seconded by: Councillor Sharer

BE IT RESOLVED that Agenda of the Special Council Meeting of the Corporation of the Town of Kearney of Monday, March 17, 2025 be adopted as circulated.

CARRIED
3.

Disclosure of Interest

Nil
4.

Items for Discussion

4.1 2025 DRAFT Strategic Plan Discussion

Resolution 2025-81

Moved by: Councillor Pateman; Seconded by: Councillor Sharer

BE IT RESOLVED that the Council of the Corporation of the Town of Kearney deems it necessary to suspend the Procedural By-law for the Review of the DRAFT Strategic Plan on March 24, 2025 to discuss with the consultant and Staff, amendments to the DRAFT Strategic Plan to be ready for Public Review.

CARRIED
5.

Adjournment

Resolution 2025-82

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

BE IT RESOLVED that the Special Council Meeting of the Corporation of the Town of Kearney adjourn at 11:50 a.m.

CARRIED

THE CORPORATION OF THE
TOWN OF KEARNEY

Mayor

Clerk

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Bank Code - AP - GENERAL AP

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
34640	2025-03-25	Abell Pest Control A6847011	KCC Monthly Pest Control	171.61	
		A6879404	P/W Monthly Pest Control	63.09	234.70
34641	2025-03-25	Action First Aid Inc 91504	KCC Defibulator Adult & Kid Pads	209.53	209.53
34642	2025-03-25	ADR Chambers 9426	Integrity Commissioner Advise Rec	1,536.80	1,536.80
34643	2025-03-25	Air Bounce Adventures & Party Rental Reg/25Quote Dep	Regatta Dep for Slide/Batting Cag	306.80	306.80
34644	2025-03-25	Annex Publishing & Printing Inc BK0019091	F/D Hazardous materials workbool	357.34	357.34
34645	2025-03-25	Bayshore Broadcasting 6114-00004	Regatta Radio Advertising Spots	497.20	497.20
34646	2025-03-25	Bell Canada March 7/25Admin	Admin Monthly Phone Bill	67.18	
		Mar 7/25 A-Int	Admin Interest Charge	1.72	68.90
34647	2025-03-25	Berrn Consulting Ltd/AED4life.ca 202501216	F/D AED Supplies	4,938.10	4,938.10
34648	2025-03-25	Bickley Ford Sales FCCS213965	F/D Truck 319 Oil Lube & Filter	144.64	144.64
34649	2025-03-25	Bowman Fuels Ltd. 776694	P/W Vehicle Diesel Fuel	983.29	
		776693	P/W Vehicle Diesel Fuel	1,244.90	
		778923	P/W Vehicle Diesel Fuel	490.33	
		778922	P/W Vehicle Diesel Fill	1,715.49	
		776850	F/D Station Propane Furnace Fuel	2,392.59	6,826.60
34650	2025-03-25	Bugelli, Lisa Feb 25/25 Spk	Fitness Reimburse Speaker Repla	73.45	73.45
34651	2025-03-25	Burk's Falls Building Ctr Ltd 2261600	KCC Maintenance Supplies	71.16	71.16
34652	2025-03-25	Call of the Wild Inc.			

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		Rental #1751	Regatta Portable washroom renta	1,576.35	1,576.35
34653	2025-03-25	Canada Post Corporation			
		C178114232	Postage for interim tax mailings	2,178.10	2,178.10
34654	2025-03-25	CGIS Centre			
		45748 B/D	B/D Slims Contracted Services (Ap	707.23	
		45748 Admin	Admin Slims ContractedServices (.	2,635.16	3,342.39
34655	2025-03-25	ClayMar Electric			
		3269	KCC Generator Service	813.59	813.59
34656	2025-03-25	CRA - Receiver General			
		Mar 1-15/25	Source Deductions for Per March	31,291.50	31,291.50
34657	2025-03-25	Data Fix			
		11035	Voterview Election 2026 Payment	1,582.00	1,582.00
34658	2025-03-25	D.M. Wills Associates Ltd			
		27417	Kearney Landfill Monitoring	6,723.50	6,723.50
34659	2025-03-25	Ecovue Consulting Services Inc			
		24-2095-2604	Consulting Services Re: Bootsma	1,179.44	
		24-2095-2006	OP/ZBL/Strategic Plan Update	11,894.72	
		24-2095-707	Consulting Services Re: Ziraldo ZE	519.81	
		25-2095-102	Consulting Re: Rusnak Planning	348.89	
		25-2095-202	Consulting Re: Steele/Grierson Pr	608.81	14,551.67
34660	2025-03-25	Fetterley's Gas & Convenience			
		F/D Feb28-Mar17	F/D Truck Fuel Purchases	637.21	
		B/D Mar 5	B/D Truck Fuel	105.00	
		Trk8 Mar 17	Trans Stn Truck 8 Fuel	83.00	
		Trk9 Mar 17	Parks Truck 9 Fuel	118.00	
		Trk 11 Mar 11	P/W Truck 11 Fuel	165.00	
		P/W-S Mar 4	P/W Shop Supplies	15.80	
		KCC-S Mar 14	KCC Supplies	2.31	1,126.32
34661	2025-03-25	Griffith Bros. Service Centre Ltd			
		88388	F/D 2023 Freightliner Safety	838.63	838.63

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
34662	2025-03-25	Jones Motor Lines			
		23344	KCC Emergency Septic Pump out	1,161.07	
		I971 Feb 28/25	Lions Park Service outdoor washrc	146.90	
		I1018 Mar 31/25	Lions Park Service Outdoor Washr	146.90	
		I972 Feb 28/25	Trans Stn Service Outdoor Washrc	73.45	
		I1017 Mar 31/25	Trans Stn Service Outdoor Washrc	73.45	1,601.77
34663	2025-03-25	Kearney & Area Public Library			
		2025 1st Levy	Public Library Levy (50% of 2024 E	23,172.50	23,172.50
34664	2025-03-25	Lake Country Office Solutions			
		108728	Admin Office Monthly Fax Service	33.90	
		108499	Admin Office Monthly Photocopy F	325.71	359.61
34665	2025-03-25	Leblond, Jenny			
		JL-SuppliesP/W	P/W Reimbursement for Shop Sup	595.68	595.68
34666	2025-03-25	Ministry of Finance - Ontario			
		380303250949240	ONT Fire College Reg. Sept.-Dec/	130.00	130.00
34667	2025-03-25	Moore Propane Ltd.			
		14015678	F/D Propane Furnace Fuel	62.77	
		1405803	KCC Propane Furnace Fuel	1,609.96	1,672.73
34668	2025-03-25	Munisoft			
		2025/26-00644	Admin Munisoft Setup for Treasure	168.37	168.37
34669	2025-03-25	Municipality of Magnetawan			
		2025-009	Clerk's Lunch Meeting Mar 18	30.00	30.00
34670	2025-03-25	Near North Laboratories Inc.			
		107336 F/D	F/D Water Sample Testing	43.81	
		107336 KCC	KCC Water Sample Testing	43.82	87.63
34671	2025-03-25	Netspectrum			
		80075	F/D Monthly Internet	74.52	74.52
34672	2025-03-25	Novexco Inc			
		93476424 KCC	KCC Supplies	71.80	
		93476424 Admin	Admin Office Supplies	42.68	114.48
34673	2025-03-25	PlumbRX Plumbing Inc.			

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			4175	KCC - Call for overflowing toilets	858.80	858.80
34674	2025-03-25	Ransome Well Drilling Ltd				
		569999 P/W		P/W Parts for shop water system	266.68	
		569999 F/D		F/D Parts for station water system	566.13	
		569999 KCC		KCC Parts for water system	792.13	1,624.94
34675	2025-03-25	Telequip Systems Limited				
		TELQUIN131271		P/W Monthly Radio Usage	237.30	237.30
34676	2025-03-25	The Space Upstairs				
		238		Fitness - Guest Teacher Fee	960.00	960.00
34677	2025-03-25	Three Mile Truck & Trailer Repair				
		2898		P/W Service 2014 Plow	3,964.74	
		2880.		P/W Service 2016 Plow	1,106.03	5,070.77
34678	2025-03-25	Township Of Armour				
		ARM-25-33		By-law Jan & Feb Hrs/KMS\Exps	10,636.50	10,636.50
34679	2025-03-25	TransCanada Safety				
		61233		F/D Gross decontamination kit	500.18	
		63225		F/D Front Load Quantum Controls	6,497.50	6,997.68
34680	2025-03-25	Zylstra, Gabriel				
		GZ - ReimUnifrm		F/D Reimburse Uniform Alterations	22.60	22.60
34681	2025-04-07	ABC Overhead Garage Doors				
		26296		F/D Repair weather seal on both d	353.69	
		26282		F/D Preventative maintenance on c	542.40	896.09
34682	2025-04-07	Bell Mobility Inc.				
		F/D March 11/25		March 11 - Cell Phone Charges	44.35	
		P/W March 11/25		March 11 Cell Phone Charges	108.01	
		BD March 11/25		March 11 - Data Flex Plan	148.41	
		Mar 11-Credit		Credit on March 11 invoice	-10.22	290.55
34683	2025-04-07	Bowman Fuels Ltd.				
		780127		Vehicle Diesel Fill	1,917.07	
		780126		Vehicle Diesel Fill	569.53	2,486.60
34684	2025-04-07	Bugelli, Lisa				

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Payment #	Date	Vendor Name	Reference	Invoice Amount	Payment Amount
		Invoice #			
		015	Fitness March Instructor Fees	800.00	800.00
34685	2025-04-07	Burk's Falls Building Ctr Ltd			
		2261652	Educational Supplies	253.07	253.07
34686	2025-04-07	Cambium Inc.			
		2025-53255	EIS Peer Review - 218 Emsdale L	1,229.44	1,229.44
34687	2025-04-07	Cedar Signs			
		INV/2025/0908	Traffic Cones	773.17	773.17
34688	2025-04-07	Conseil Scolaire Catholique Franco-Nc			
		1st qtr 2025 FS	1st qtr levy 2025 English Separate	1,840.00	1,840.00
34689	2025-04-07	Conseil Scolaire Public			
		1st qtr 2025 ES	1st qtr levy 2025 English Separate	728.00	728.00
34690	2025-04-07	CUPE Local 1813			
		Dues Mar/25	Union Dues for March	887.52	887.52
34691	2025-04-07	Currie Truck Centre			
		0590526P	Def Fluid 2024 Freightliner	337.87	337.87
34692	2025-04-07	DenKar Controls			
		15226-1	Calibrate CO Unit	955.64	955.64
34693	2025-04-07	D.P.S.S.A.B.			
		PSAB 1st qtr/25	1st qtr levy payment	46,152.69	46,152.69
34694	2025-04-07	DRD Distributing			
		13056	Chain for Sander	1,582.98	1,582.98
34695	2025-04-07	Minister Of Finance (EHT)			
		L1440370976	Emp Health Tax - 2024 Ann Return	7.12	
		L1488984352	Employer Health Tax March Remit	3,736.24	3,743.36
34696	2025-04-07	Fetterley's Gas & Convenience			
		FD Mar18-31/25	Fuel for Trucks	360.41	
		FDS Mar18-31/25	Fire Station Supplies	70.51	
		Trk4Mar18-31/25	Transmission Fix	29.37	
		PWSMar18-31/25	Shop Supplies	69.65	529.94
34697	2025-04-07	Fibernetics Corporation			

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			733217	April Phone Bill	33.89	
			733215	April Phone Bill (King William)	33.83	
			733203	April Phone Bill (Kallio)	95.92	
			733181	April Phone Bill	39.48	
			733177	April Phone Bill	186.33	389.45
34698	2025-04-07	Fisher's Regalia	56973	Volunteer Brass Buckle	101.59	101.59
34699	2025-04-07	Glen Martin Ltd.	415078	Cleaning Supplies	371.01	371.01
34700	2025-04-07	Huronion Alarm & Fire Security	1334786	April - June Alarm Monitoring	81.36	81.36
34701	2025-04-07	Hydro One Networks Inc.	04/03/25 Admin	February Hydro	1,648.65	
			04/03/2025 Lib	February Hydro	439.64	
			04/03/2025 KCC	February Hydro	3,407.24	
			04/03/2025 LPrk	February Hydro	332.61	
			04/03/2025 KWTS	February Hydro	250.88	
			04/03/2025StLts	February Hydro	338.23	
			04/03/2025 Dock	February Hydro	31.86	
			04/03/2025 Kal	February Hydro	117.89	
			04/03/2025 PW	February Hydro	619.88	
			04/03/2025 FD	February Hydro	305.29	7,492.17
34702	2025-04-07	.I.machine services	045142-R	Hydraulics (Replaces lost chq.343:	202.10	202.10
34703	2025-04-07	Leonard Peacock	Feb 2/25	Dog Sled Signage	280.00	280.00
34704	2025-04-07	Ministry of Finance - Ontario	382003251238087	OPP LSR February Policing Servic	26,290.00	
			380703251334306	Revenues from Oct-Dec/24	-369.00	25,921.00

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COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
34705	2025-04-07	Moore Propane Ltd.	8024870	Furnace Fuel	947.34	947.34
34706	2025-04-07	MPAC	1800037679	2nd qtr Levy payment (April - June	14,587.39	14,587.39
34707	2025-04-07	Muskoka Trophy & Engraving	1159	Engraving	223.29	223.29
34708	2025-04-07	Near North Dist. School Board	1st qtr 2025 EP	1st qtr levy 2025 English Public S.	148,281.00	148,281.00
34709	2025-04-07	Near North Laboratories Inc.	107716 FD	Monthly Water Sample Testing	43.81	
			107716 KCC	Monthly Water Sample Testing	43.82	87.63
34710	2025-04-07	Nipissing-Parry Sound Catholic DSB	1st qtr 2025 FP	1st qtr levy 2025 French Public S.f	9,114.00	9,114.00
34711	2025-04-07	NBPSDH	2025 Jan-May	2025 Health Levy x 5 (January - M	12,414.19	12,414.19
34712	2025-04-07	OMERS	Pension Mar/25	Pension Contributions for March 20	25,578.80	25,578.80
34713	2025-04-07	Royal Canadian Legion - Branch 276	REC Res18-25	Donation for Easter Breakfast	200.00	200.00
34714	2025-04-07	Russell Christie LLP	52-097-438/646	Legal Fees Re Mossman Consent	448.66	448.66
34715	2025-04-07	Sands Canada Inc.	00726261	First Response Medical Supplies	699.94	699.94
34716	2025-04-07	Spectrum Telecom Group Ltd.	C1306981	Pevensey Monthly Tower Rental	280.38	
			INV-46679-V1W0	Digital 2-way speakers and supplie	9,604.05	9,884.43
34717	2025-04-07	Trackmatics Inc.				

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Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			43418 Trk 4	Truck 4 April GPS Monitoring	72.13	
			43418 Trk 6	Truck 6 April GPS Monitoring	72.13	
			43418 Trk 10	Truck 10 April GPS Monitoring	72.13	
			43418 Trk 11	Truck 11 April GPS Monitoring	72.13	
			43418 Trk 12	Truck 12 April GPS Monitoring	72.14	
			43418 Grader	Grader April GPS Monitoring	72.14	
			43418 BD	Pick-up Truck April GPS Monitorin	66.67	
			43418 FD	All Vehicles April GPS Monitoring	287.01	
			43418 Parks	Parks Vehicles April GPS Monitori	110.74	
			43418 Trans Stn	Pick-up April GPS Monitoring	62.16	959.38
34718	2025-04-07	TransCanada Safety	62529	Fire Particulate Protection Hoods	819.25	
			61904	Percolite Alum Coupling / Foot Val	1,654.57	2,473.82
34719	2025-04-07	Waste Connections of Canada	7113-0000351986	Monthly Administration Fee	11.30	
			7113-0000351676	Transfer Stations Dump & Return	7,216.54	7,227.84
34720	2025-04-07	Whimisical Encounters Balloony	DS Jan/25	Stuffed Bobo Balloon Bouquet	80.00	80.00
34721	2025-04-07	Zylstra, Gabriel	GZ Med 2025	Licence Medical Reimbursement	200.00	200.00
34722	2025-04-07	Trackmatics Inc.	43418 TS	April GPS (Bal owed on chq 34717	4.51	4.51
Total Computer Cheque:						465,442.97
Total AP:						465,442.97

Report Prepared for Council Meeting of April 17, 2025

TRANSFER STATION ATTENDANCE AND COLLECTED FEES						
Presented at the Regular Council Meeting on April 17, 2025						
Date	Waste bins pick-up Construction Recycle Garbage Furniture	Location Attendance		Cash Fees		Site Fee Totals per Day
		King William	Kallio	King William Cash Fees	Kallio Cash Fees	
Reporting Period - Mar 11 - 31, 2025						
Mar 11		35	14	-		-
Mar 14		36	14		-	-
Mar 15		27	10	-	-	-
Mar 16				-	-	-
Mar 17		14	6		10.00	10.00
Mar 18	1C/2R/3G	38	9			-
Mar 21		26	8		-	-
Mar 22		17	7		10.00	10.00
Mar 23		36	16		10.00	10.00
Mar 24		17	1		-	-
Mar 25		25	12		50.00	50.00
Mar 29		12	8	-	-	-
Mar 30		13	3			-
Mar 31		24	6			-
						-
						-
Mar 1 - 31 Interac Sales						396.00
						-
						-
					-	-
Count Totals		320	114	REPORTING PERIOD		\$ 476.00
Station Attendant:		Josh Dresser				
Report Date:		April 10, 2025				

TRANSFER STATION REPORT

Date	Bin Pick-Up	Kearney	\$	Sand Lake	\$	Notes
MAR 11/25		35		14		
MAR 14/25		36		14		
MAR 16/25		37 27		10	10	
MAR 16/25						
MAR 17/25		14		6		
Totals		112		44	10	

Comments:

Transfer Station Attendant

Date:

MAR 18/25

TRANSFER STATION REPORT

Date	Bin Pick-Up	Kearney	\$	Sand Lake	\$	Notes
	36 1C 2P					
MAR 18/05		38		9		
MAR 21/05		26		8		
MAR 22/05		17		7	10	
MAR 23/05		36		16	10	
MAR 24/05		17		1		
Totals		134		41	20	

Comments:

Transfer Station Attendant Date: _____

TRANSFER STATION REPORT

Date	Bin Pick-Up	Kearney	\$	Sand Lake	\$	Notes
MAR 25/25		25		12	50	
MAR 29/26		12		8		
MAR 30/25		13		3		
MAR 31/26		24		6		
Totals		74		29	50	

Comments:

Transfer Station Attendant Date: _____

DATE OF COUNCIL MEETING	RES #	RESOLUTION	ACTION REQUIRED	STAFF	STATUS	COMPLETED	NOTES/COMMENTS
Mar 7/24	2024-75	Policy re waiving fees	policy	Nicole	in progress		to be included in Delegation of Authority Bylaw review
April 18/24	2024-114	AMPS - bring back revised	Revise to include applicable by-laws	Nicole/Cindy/Jason	in progress		on hold until later in 2025
April 18/24	2024-122	Bring Back Report re Keep Office Open	Report re Staff Safety/Regulation s	Nicole	in progress		will be included in the Health & Safety Update
August 1/24	2024-243	Rock Point Road Deviation	Contact Planning Board/owner re 3 way cost	Cindy	in progress		write letter to Planning Board re: ownership of decision with the Planning Board and therefore, costs would be borne by them but willing to split
Oct. 17/24	2024-324	Grant Applications	Review and apply	Cindy		completed	generally this is on- going
Oct. 17/24	2024-329	Town Hall Mtg	Note date/time	Nicole, Stef		Postponed until 2025	
Nov. 28/24	2024-379	waste mgmt update	review & update	Paul A., Nicole	complete	2025-12 - Report to Council re Con. Waste	
<u>2025</u>							
Jan. 16/25	2025-007	Meier Consent B055i-24, B056- 24, B057-24	move forward with file	Cindy	completed		
Jan. 16/25	2025-008	Meier Consent B058-24, B059- 24	move forward with file	Cindy	completed		
Jan. 16/25	2025-009	Kelly Shire Waive Fees	advise applicant	Stef	Complete		

Jan. 16/25	2025-010	Dogsled Race Request	advise Paul A, notify public of closure	Stef	Complete
Jan. 16/25	2025-014	Donation Policy	bring back for further discussion	Nicole/Cindy	Complete
Jan. 16/25	2025-015	List of By-laws and Policies	provide list of by- laws, policies	Nicole, Cindy	Complete
Jan. 16/25	2025-016	Correspondence	send letters to MPs, MPPS, etc.	Stef	Complete
Jan. 16/25	2025-019	Ratify CUPE Settlement	notify CUPE, move forward	Nicole	Complete
Feb. 6/25	2025-25	Approve ZBLA Ziraldo	bring bylaw to March	Nicole/Cindy	complete
Feb. 6/25	2025-28	Approve SRA Audette	advise legal counsel	Cindy	Complete
Feb. 6/25	2025-30	Landfill Report - Staff to Obtain Quotes	Obtain Quotes	Jenny/Nicole	in progress
Feb. 6/25	2025-31	Support ACED	advise ACED	Stefanie	Complete
Feb. 6/25	2025-32	Donation Policy - bring to April	Update	Cindy	complete
Feb. 6/25	2025-33	Policies & By-laws list	Obtain List from Keven	Nicole	complete
Feb. 6/25	2025-34	Draft Retention By-law - bring to March	update, bring back	Nicole/Jenny	complete
Feb. 6/25	2025-35	Interim Tax Levies	issue taxes	Jenny/Leslie	complete
Feb. 6/25	2025-36	Agreement - Fire Protection Grant	sign agreement	Nicole	Complete
Feb. 6/25	2025-37	Agreement - Community Emergency Preparedness - purchase Drone	sign agreement, purchase drone	Nicole/Paul S	Complete
Feb. 6/25	2025-38	Agreement - Primary Public Safety Answering Point	sign agreement	Nicole	Complete
Feb. 6/25	2025-39	Agreement - Student Transfer	sign agreement	Nicole	Complete

			forward agreement,		
Feb. 6/25	2025-40	Agreement - Mosmann	remove condition	Nicole/Cindy	Complete
Feb. 6/25	2025-41	Change Council Meeting Dates	Update Website	Stefanie	Complete
		Nominate Cheryl Philip EMS			
Feb. 6/25	2025-42	Advisory Brd	advise EMS Brd	Stef	complete
Feb. 6/25	2025-43	OPP Detachment Board	advise	Nicole/Stef	Complete
Feb. 6/25	2025-45	Support Frontenac	support	Stefanie	Complete
			Book ball diamond/let Lisa know		
Mar. 6/25	2025-55	Legion Use Ball Diamond		Stefanie/Nicole	complete
			Note to Budget/inform Committee		
Mar. 6/25	2025-56	Approve Regatta Budget		Jenny/Lisa	complete
Mar. 6/25	2025-57	Support Bootsma Consent	Inform SEPSDPB	Cindy	complete
		Draft Council Code of Conduct - add social media	Changes to CCC	Nicole	complete
			No change to By-law, note to Matt		
Mar. 6/25	2025-59	Annual Permit Fees - no change		Cindy	complete
		treasurer's report re 2024			
Mar. 6/25	2025-60	Building Financials			complete
			Note to receive draft Capital Budget w. compactor		
Mar. 6/25	2025-61		PWS/purchase compactor	Jenny	complete
Mar. 6/25	2025-62	Signing authority for cheques	Jenny/Nicole	Jenny/Nicole	complete
Mar. 6/25	2025-63	approve new fire fighters	Note to Paul S	Cindy	complete
Mar. 6/25	2025-64	Report re grader expenses			complete
			Make necessary changes		
Mar. 6/25	2025-65	Draft HR Polcy		Nicole	complete
Mar. 6/25	2025-66	LAS	Inform LAS	Cindy	complete
Mar. 6/25	2025-67	Prioritize by-law and policies	Nicole	Nicole	complete
Mar. 6/25	2025-68	support JWMC Budget 2025	Note to Jenny	Cindy	complete
		Agreement (Yoga) Josh Webster			
Mar. 6/25	2025-69		Nicole	Nicole	complete

Mar. 17/25	2025-77	Remuneration By-law	Nicole	Nicole	in progress
		Post Recreation Events			
		Community Development			
Mar. 17/25	2025-78	Position		Nicole	in progress
			Complete necessary		
Mar. 27/25	2025-85	DRAFT Council Code of Conduct - next mtg	changes, bring back	Nicole	See agenda
	2025-86	DRAFT HR Policy - next mtg	Complete necessary	Nicole	See agenda
	2025-87	DRAFT Donations Policy - next mtg	Complete necessary	Cindy	See agenda
	2025-88	Welcome Signs	Inform donators,	Cindy, Jenny, Nicole	Donators advised
	2025-89	Remove Holding Designation - Iv	advise applicant, PI	Cindy	complete
	2025-90	DRAFT Waste Mgmt - next meet	Update changes, br	Jenny	
	2025-91	DRAFT Employee Code of Conduct	update changes, br	Nicole	See agenda
	2025-92	DRAFT CBO Code of Conduct - n	bring back	Nicole	See agenda
	2025-93	Voting Methods	provide report	Nicole	
	2025-94	Disposition of Land	Option 2 chosen	Jenny	
	2025-95	OSPCA Agreement	Sign, provide to Jas	Jason	complete
	2025-96	Deeming By-law - Prichard	provide to legal, pl	Cindy	complete
	2025-97	Agreement - Product Care	sign, send to PC	Nicole	
	2025-98	Appoint Regatta Committee	advise Regatta/app	Stef	
	2025-99	Appoint Fire & Emergency mem	advise Fire Chief	Stef	
	2025-100	Appoint Hiring Committee - PW	Advise hiring comm	Nicole	
	2025-101	Alternate CEMC report - April 17	Report/by-law	Nicole	complete

The Corporation of the Town of Kearney

RECREATION COMMITTEE MINUTES

Tuesday, February 18, 2025 – 3:00 p.m.
Seniors Room

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

Regrets: Laura Seaton and Bea Dubuc

1. Call the Meeting to Order at 3:12pm

2. Approval of Agenda

Res. No. 07-25 Tracey Mashinter, Patti Kennery

BE IT RESOLVED that the Recreation Committee of the Town of Kearney, adopts the agenda with the following additions: 6.7 Youth Dancing; 6.8 Line Dancing and 6.9 Surveys for programs.

CARRIED

3. Disclosure of Interest

None Noted.

4. Delegations/Presentations

5. Adoption of Previous Meeting Minutes

5.1 January 18, 2025

Res. No. 08-25 Janet Dunsmore, Patti Kennery

BE IT RESOLVED that the Recreation Committee of the Town of Kearney, adopts the meeting minutes as amended.

CARRIED

6. Items for Discussion

6.1. Staff Activity Report January 2025 up to February 14th 2025

	<u>Pickleball Tuesdays</u>	<u>Pickleball Wednesdays</u>	<u>Fitness - Monthly</u>	<u>Fitness - Drop In Passes</u>	<u>Kids Dance</u>	<u>Food Handlers Course</u>
January	33	40	25	0	Ages 4-6=6, Age 7-11=13	
February	47	40	25	0	Ages 4-6=8, Age 7-11=13	16
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						

Res. No. 09-25

Tracey Mashinter, Jill Sharer

BE IT RESOLVED that the Recreation Committee of the Town of Kearney will enroll a maximum of two committee members for the food handling course; AND FURTHER will pay for those members registration fee.

CARRIED

Res. No. 10-25

Tracey Mashinter, Jill Sharer

BE IT RESOLVED that the Recreation Committee of the Town of Kearney requests Staff post for Friday morning pickleball to begin on February 28th at 8:30am – 10:30am when available; AND FURTHER that this go ahead should we have a volunteer available.

CARRIED

The C-A provided the Committee with the updated participation numbers. The Committee asked for a different format and the C-A expressed that Staff would be working on a different tracking system, but at this time, we would need to use this one.

The Committee asked if the Storage bins had been worked on and did we get locks for each unit. The locks were ordered and Staff needed to have a day to work on removing files etc.

The C-A was waiting for a meeting with the regional Clerks and Treasurers group in order to understand how the other municipalities in the area were going to handle the baseball team moving forward. The C-A will bring back information to the next meeting.

6.2. Canada Day Event – 28th or 5th

The Chair has spoken to the Legion and they will be doing the event on the 28th of June (Saturday) and are looking for volunteers. The Chair was to speak to the Legion about what they need support with and how many volunteers for the day.

6.3. Budget 2025 Discussions

The Committee reviewed the Year to date actuals versus the budget for 2024. There was very little variance within the budget for both events and programming. The C-A recommended that since the Committee has done so well with regard to programming and revenue generation, that she was confident Council would support more in the way of programming and events in 2025. The Committee decided to increase the budget request to Council for both the programming and events in 2025. Some of the new ideas would include; Music in Mirror Bay (4 or 5 weekends), A drive-in or outside movie night, and kids programming in the summer. Council will be reviewing the draft operating budget at the special meeting of March 17th 2025.

6.4. Proposals received for Evening Yoga

The Committee only received one proposal from Joshua Webster for evening yoga classes.

Res. No. 11-25

Janet Dunsmore, Patti Kennerly

BE IT RESOLVED that the Recreation Committee of the Town of Kearney accepts Joshua Webster's proposal for Yoga on Wednesday nights starting March 19th for 4 weeks; AND FURTHER THAT the cost be \$30/block and \$10/drop in rate.

CARRIED

6.5. Update on Staffing

The C-A is hopeful to have a new General and Maintenance Attendant position filled with flexible hours before the spring is over. The C-A has also heard from through the Strategic Planning sessions that there is a desire from many groups to have a recreation, events and economic development position. The C-A will be requesting Council to approve the position at the Operational budget meeting to be

posted in early April.

6.6. Youth Dancing

The Committee would like to continue the youth dancing with The Space Upstairs. The C-A and the instructor will work together to evaluate cost, timing etc. The Committee would like to continue it and provide support to families who cannot afford the registration fee. A member of Council has also offered to support this through donation and the C-A is working with that Council member in order to have the donated money work best for the program. The C-A will bring information back to the next Committee meeting on when the instructor is available to facilitate these again.

6.7. Line Dancing

The Committee discussed that many participants who were engaged with Line Dancing in the fall, were just not around at the time of this session. Therefore, the Committee would like to try this again in the future. The C-A was asked to keep it in mind for the summer/fall and to organize a time with the instructor to see when she might be available later in the year.

6.8. Surveys for programs

Res. No. 12- 25

Patti Kennery, Tracey Mashinter

BE IT RESOLVED that the Recreation Committee of the Town of Kearney directs Staff to create and send out a survey after each program has completed.

CARRIED

7. Adjournment

Res. No. 13-25

Janet Dunsmore, Jill Sharer

BE IT RESOLVED that the Recreation Committee of the Town of Kearney adjourns the meeting at 5:00p.m. to meet again April 1 2025 at 3PM.

CARRIED

Chair

Secretary



Staff Report

Staff Report No. SR2025-16
Date: April 17th, 2025
To: Mayor, Deputy Mayor, and Members of Council
From: Paul Schaefer, Fire Chief (FC)
Subject: Q1 2025 Activity Report

Recommendation:

That Council receive the 2025 Q1 report from the Fire Chief.

Background:

Kearney Fire and Emergency Services' current calls are as follows:

- Fire Calls to date: 9, Medical calls to date: 29

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

- Northeastern Fire Conference in Huntsville
- Captains' promotional routine

Training

The new recruits have almost finished their training which began late December, from; PPE, donning and doffing, inspection of gear, hose, handlines, fire streams, fire extinguishers, and search & rescue, just to name a few topics covered. They will be writing their AS&E testing in the near future.

The rest of the Station has been busy as well. Attending recruit training as required, training on our side by side, Splinting, transport, patient assessment, triage, lifts, scoops/back boarding, ABC's, gross bleeds, ladders, pump ops, pump relay, PPE maintenance and inspection, fit testing. As well as truck checks and replacing all expired medical supplies. We have also had a written AS&E test completed.

Kearney Firefighters have been busy planning our summer events with the first being scheduled for May 31st 2025. Along with organizing for these events, the team continues with cleaning and maintenance to the trucks and the hall generally. The team has begun construction of event props for kid's games. The extractor has been set up and is functioning in the hall.

The FC has been working on Officer testing and promotional routine plus involved in the interview process. IN addition the FC has been attending strategic plan meetings, regional fire meeting, budget/council meetings and Chiefs Meetings. The FC has begun a review and updating of our Standard Operating Procedures and Guidelines, along with updating all truck check books and Self-Contained Breathing Apparatus books. The Department requires updated medical supplies/stock, so the team has been busy working on an inventory of those items. The Town had a building reassessment completed by the Insurance company and the FC accompanied the individual through the Firehall/Public works and Lions Park. The FC has been the main person behind maintaining the Kearney Fire Facebook page for current up to date information.

Analysis:

As the new year begins, we are preparing for spring and potential fire season. The new forestry gear should arrive at the hall any day now and will be put in service. The FC has also reached out to the MNR for refresher

forestry training. Completing the Live Fire Unit in Perry Township is paramount to the future training for the station. As always recruitment is ongoing for the Town and we are seeing a lot of interest from members of the public. The FC will also be beginning maintenance of the Emergency Plan plus our yearly exercise will also be undertaken. The FC will continue to provide preplans and inspections as requested. There are also day to day firehall tasks completed as they are required.

Again, our goal is to work with other Town departments to form a strong cohesive team for the Town of Kearney to move forward on a positive path.

Prepared by:

Paul Schaefer, Fire Chief



Staff Report

Staff Report No. SR2025-17
Date: April 17, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Matthew Clouthier, CBO
Subject: Q1 Activity Report – Building Department.

Recommendation:

That Council receive the report from the Chief Building Official.

Background:

- | | |
|--|---------------------|
| 1) Total Permits Processed as of April 4, 2025. | Total: 3 |
| Applications Pending Approval as of April 4, 2025 | Total: 5 |
| *** Letters sent out over abandonment of the applications from late 2024 | |
| 2) Category of Permits Issued as of April 4, 2025 | |
| a. New Cottages/Houses | Total: 1 |
| b. New Commercial | Total: 0 |
| c. New Garages | Total: 0 |
| d. Miscellaneous Reno/Deck | Total: 2 |
| e. Demolition | Total: 0 |
| 3) Permit fees generated total as of April 4, 2025 | Total: \$9,648.00 |
| Construction Value total as of April 4, 2025 | Total: \$478,000.00 |

Analysis:

The Building Department is currently finalizing all data from the end of 2024 and starting of the 2025 season. As expected in the year-end report, 2025 started off slowly due to the rising cost of living and other economic factors.

The 2024 Building Code has been received by the municipality.

Letters have been sent out in January concerning the abandoned permits, these permits will be permitted to move forward with no penalty or withdraw with fee's as per the Building Permit fee's Guideline.

Prepared by:

Matthew Clouthier, CBO.

Report Date
2025-04-07 8:57 AM

Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

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	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
REVENUES				
Taxation and Payments-In-Lieu				
020-001 - Tax Levy-Set Up Taxes	2,139,536.18		2,317,231.78	2,317,231.78
020-201 - Education Req - EP	(146,780.22)			
020-202 - Education Req - FP	(759.83)			
020-203 - Education Req - ES	(8,620.27)			
020-204 - Education Req - FS	(1,862.94)			
Total Taxation and Payments-In-Lieu:	1,981,512.92	0.00	2,317,231.78	2,317,231.78
Grants				
021-001 - OMPF Grant	180,150.00		200,075.00	200,075.00
021-023 - OPP Detachment Revenue	410.00		369.00	369.00
021-421 - Provincial Offences Act (P.O.A.)	(1,000.00)			
021-422 - CSPT-Court Security Prisoner Transport	268.00			
021-502 - Aggregate Resources Trust			238.82	238.82
021-504 - OCIF Formula Based Funding	67,547.00			
021-601 - Recycling/Hazardous Waste Grants (EPRA)	157.50			
021-711 - Elderly Persons Operating Grant (SALC))	3,250.00			
021-712 - Elderly Persons Special Grant	8,290.11			
021-714 - Seniors Active Living Fair	1,875.00			
Total Revenue Grants	260,947.61	0.00	200,682.82	200,682.82
User Fees				
022-321 - Tax Certificates	150.00		325.00	325.00
022-322 - Photocopy & Fax Services Revenue	8.05		0.62	0.62
022-401 - Fire Dept Misc. Revenue	(1,070.00)		5,000.00	5,000.00
022-441 - Bldg Dept - Bldg & Zoning Compliance	100.00		400.00	400.00
022-491 - 911 Civic Number Signs	90.00		90.00	90.00
022-601 - Trans. Stn. Tipping Fees/Other Revenue	4,649.00		1,327.00	1,327.00
022-811 - Kearney Dog Sled Revenue	28,942.00		13,850.00	13,850.00
022-812 - Regatta Revenue	300.00		500.00	500.00
022-813 - Rec Programs - Misc Revenues	3,448.55		4,351.89	4,351.89
022-821 - KCC Revenue	100.00		260.00	260.00
022-841 - Art Show Revenue	124.49		78.72	78.72
022-901 - Planning Revenue	3,053.17		3,200.00	3,200.00
Total User Fees:	39,895.26	0.00	29,383.23	29,383.23
Licenses and Permits				
023-001 - Lottery Lic. Revenue	15.00		187.00	187.00
023-003 - Marriage License Revenue			150.00	150.00
023-401 - Fire Permits & Inspection Revenue	310.00			
023-441 - Building Permits Revenue	11,341.20		13,108.00	13,108.00
023-461 - Dog Tags	135.00		82.00	82.00
023-501 - Driveway/Entrance/Oversize/Permits	1,600.00		800.00	800.00
Total Licenses and Permits:	13,401.20	0.00	14,327.00	14,327.00
Rental Income				
024-821 - Community Hall-Gym Rentals	849.12		(150.00)	(150.00)
024-822 - Senior's Lounge	100.00			
Total Rental Income:	949.12	0.00	(150.00)	(150.00)

Report Date
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Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

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	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
Other Revenue				
025-501 - SOES-Scarborough School Brd Rd Maint.			6,080.76	6,080.76
026-001 - Bank Interest	44,254.04		8,952.71	8,952.71
026-002 - Interest On Taxes	9,821.34		13,698.54	13,698.54
027-001 - By-Law Enforcement Revenue (Fines)	3,545.00			
028-001 - Miscellaneous Revenue (FOI)	267.70		13,986.86	13,986.86
028-003 - Asset sale/insurance proceeds	6,984.84			
028-802 - Parkland Dedic.Cash-in-lieu:HOLDING ACCT	2,900.00			
Total Other Revenue:	67,772.92	0.00	42,718.87	42,718.87
TOTAL REVENUES:	2,364,479.03	0.00	2,604,193.70	2,604,193.70

Report Date
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Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

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	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
EXPENSES				
General Government Expense				
030-001 - Council Honorariums	14,350.00		15,300.00	(15,300.00)
030-010 - Council EHT & CPP	358.22		716.37	(716.37)
030-020 - Council Sundry Expenses	65.86		136.70	(136.70)
030-035 - Council Insurance	1,135.08			
030-040 - Council Training, Dues & Mileage	3,480.35		200.00	(200.00)
030-050 - Council Donations	950.00			
031-020 - Election Expenses			1,424.64	(1,424.64)
032-001 - Administration - Wages & Benefits	88,700.47		174,892.55	(174,892.55)
032-020 - Office Postage, Supplies and Sundries	3,846.31		5,805.86	(5,805.86)
032-023 - Computer and Equipment Maint & Paper	14,384.28		12,712.07	(12,712.07)
032-025 - CGIS Expenses / SCOOP	5,799.48		5,272.79	(5,272.79)
032-026 - Advertising	305.28			
032-027 - Association Dues	3,730.39		3,490.57	(3,490.57)
032-030 - Telephone	1,582.08		686.46	(686.46)
032-031 - Hydro	1,097.32		1,414.70	(1,414.70)
032-035 - Insurance-Administration	62,676.89		189,610.80	(189,610.80)
032-040 - Training & Professional Development	2,080.73		452.30	(452.30)
032-050 - MPAC - Property Assessment	14,211.27		14,587.39	(14,587.39)
032-051 - Contracted General Legal/Title Searches	3,862.33		13,038.09	(13,038.09)
032-053 - Auditor	(4,117.12)			
032-054 - Contracted Accounting	19,940.83			
032-057 - CUPE Negotiation Costs-Legal/other	2,442.24		25,916.29	(25,916.29)
032-065 - Bank Charges & Interest	638.85		415.10	(415.10)
032-800 - General Government Capital	13,541.23		1,429.73	(1,429.73)
Total General Government Expense:	255,062.37	0.00	467,502.41	(467,502.41)
Protective Services				
040-001 - KVFD - Fire Wages & Benefits	25,362.14		32,421.34	(32,421.34)
040-003 - KVFD - Volunteer Pay/Training/Health Sci	(7,346.47)		4,617.64	(4,617.64)
040-020 - KVFD - Administrative Expenses	1,270.84		1,169.68	(1,169.68)
040-022 - KVFD - Public Education	1,025.74		29.48	(29.48)
040-023 - KVFD-Repeater Tower/PS Dispatch	885.47		881.87	(881.87)
040-024 - Emergency Preparedness Grant Expenses			8,891.81	(8,891.81)
040-025 - KVFD - Equipment Maintenance	2,239.63		3,495.52	(3,495.52)
040-026 - KVFD - Small Equipment Purchases	1,937.23		2,938.24	(2,938.24)
040-030 - KVFD - Telephone	205.19		279.87	(279.87)
040-031 - KVFD - Hydro/Heat	1,838.89		2,543.12	(2,543.12)
040-032 - KVFD - Building Expenses	22.37		1,879.93	(1,879.93)
040-035 - KVFD - General & Firefighters Insurance	43,978.52			
040-041 - KVFD - Joint Training Officer (Ryerson)	4,170.41		4,170.40	(4,170.40)
040-042 - KVFD - Uniforms	434.84		2,359.57	(2,359.57)
040-100 - KVFD - Vehicle Expenses	15,983.76		7,558.29	(7,558.29)
040-101 - Fire Protection Grant Expenses			6,301.64	(6,301.64)
040-800 - KVFD - Capital Purchases Equipment	73,195.48		4,446.92	(4,446.92)
041-021 - 1st Response - Medical Supplies			200.00	(200.00)
042-020 - Policing (Realignment)	50,360.00		26,290.00	(26,290.00)
044-001 - Building Dpt Wages & Benefits	23,389.07		39,540.60	(39,540.60)
044-020 - Bldg Dept Office Expense	1,713.56		1,481.03	(1,481.03)
044-027 - Bldg Dept Memberships	486.20		565.45	(565.45)
044-040 - Bldg Dept Training & Misc	2,327.10		4,025.33	(4,025.33)

Report Date
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Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

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	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
044-058 - Bldg Dept Legal	1,065.94		1,022.69	(1,022.69)
044-100 - Bldg Dept Mileage&Vehicle exp	4,281.79		430.77	(430.77)
045-020 - By-Law Exps / Mileage (Monthly Invoice)	5,060.27		9,593.36	(9,593.36)
045-021 - B/L Enfor-Prop. Cleanup/Impound/Legal			61.06	(61.06)
049-020 - Emergency Measures Expenses/911	471.80		546.41	(546.41)
Total Protective Services:	254,359.77	0.00	167,742.02	(167,742.02)
Public Works				
050-001 - PW -General Overhead Wages & Benefits	55,306.52			
050-002 - PW-Shop Maintenance Wages	8,904.77			
050-020 - PW Garage - Bldg & Equip Supplies/R&M	9,031.10		6,420.02	(6,420.02)
050-030 - PW Telephone/Radio	2,422.30		1,523.41	(1,523.41)
050-031 - PW Garage - Hydro/Heat	6,028.25		13,696.28	(13,696.28)
050-035 - Municipal Insurance - Roads	44,105.23			
050-040 - Employee Expenses & Training	4,688.05		165.00	(165.00)
050-050 - PW- Roads Needs Study			1,210.58	(1,210.58)
050-100 - PW All Vehicles - Fuel	16,547.45		22,029.70	(22,029.70)
050-101 - PW - Wages & Benefits Equipment Mtce	13,465.45			
050-106 - 2021 Dodge #9 fuel, license, repairs	992.76		221.04	(221.04)
050-110 - 2023 Dodge Ram 1500 License/Rprs/Fuel	672.38		2,513.46	(2,513.46)
050-111 - 2024 Dodge Ram 2500 Licence/Repair	537.48		2,478.03	(2,478.03)
050-120 - 2008 Sterling Tandem #6	3,336.27		129.90	(129.90)
050-121 - 2016 Freightliner Plow Truck	2,612.07		4,542.77	(4,542.77)
050-122 - 2019 Ford 550 - License and repairs	1,013.36		3,120.77	(3,120.77)
050-123 - 2020 Freightliner License and Repairs	3,067.99		2,685.21	(2,685.21)
050-124 - 2024 Freightliner Licence and Repairs	11,767.33		6,385.48	(6,385.48)
050-125 - 1 Ton Ford 550 Sanding Unit/Repairs	637.18		389.74	(389.74)
050-155 - Equip # 6 - Grader Repairs	8,083.10		79,185.15	(79,185.15)
050-160 - CAT Backhoe Repairs/Lic (420F2IT)	2,250.94		73.93	(73.93)
050-166 - Sweeper	1,901.28			
050-170 - Public Works Trailer (Float)			793.73	(793.73)
050-729 - West Bay Road Loan-interest	3,739.29			
050-801 - PW Capital Building & Equipment	132,216.01		6,017.60	(6,017.60)
050-802 - Capital Road Construction	10,186.09			
050-803 - Bridges & Culverts Capital	5,749.86			
050-805 - PW Wages - construction	632.99			
051-001 - PW - Paved Rd Wages & Benefits	7,087.65			
051-020 - Cold Patch/Patching (Paved Road)	1,311.03			
052-001 - PW - Unpaved Rd Wages & Benefits	11,005.22			
052-023 - Armour/Joly Road Mtce Agreements	3,358.09		3,663.37	(3,663.37)
053-001 - PW -Bridges and CulvertsWages & Benefits	217.98			
054-001 - Roadside Wages&Benefits	3,617.23			
054-021 - Roadside - Signs			766.49	(766.49)
055-001 - PW - Winter Control Wages & Benefits	48,297.15			
055-021 - Carillion/Fowler Winter Road Agmts	(1,040.90)		1,592.57	(1,592.57)
056-001 - PW - Streetlights Wages & Benefits	316.49			
056-020 - Street Lights	278.34		301.53	(301.53)
059-001 - PW-Wages & Benefits Holding Account	150,786.80		159,302.33	(159,302.33)
059-002 - PW wages and benefits-allocated	(154,841.12)			
Total Public Works:	420,289.46	0.00	319,208.09	(319,208.09)

Environmental Services

Report Date
2025-04-07 8:57 AM

Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

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	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
060-001 - Transfer Station Wages & Benefits	24,759.82		21,126.57	(21,126.57)
060-002 - PW and Facilities Wages-transfer stn	4,030.55			
060-021 - Joint Waste Management	23,984.98			
060-022 - BFI - Recycling	14,689.77		16,208.03	(16,208.03)
060-023 - BFI - Shingles & Metal	20.36		20.36	(20.36)
060-024 - Trans. Stn Operating Expense	1,185.85		300.16	(300.16)
060-031 - Trans. Stns - Hydro & Phones	577.76		840.06	(840.06)
060-035 - Transfer Station Insurance (Backhoe)	487.58			
060-061 - 2014 Ford F150 Operating Costs	656.09		588.20	(588.20)
060-100 - Landfill Closure and Post-Closure	552.05		6,054.73	(6,054.73)
060-800 - Transfer Station Capital			18,805.28	(18,805.28)
Total Environmental Services:	70,944.81	0.00	63,943.39	(63,943.39)
Health Services				
070-020 - North Bay/Parry Sound Dist. Health Unit	9,458.68			
070-021 - Ambulance Levy	33,523.23		139,095.35	(139,095.35)
070-022 - V of B Almaguin Hilnds Health Ctre Comm	6,007.00		6,007.00	(6,007.00)
Total Health Services:	48,988.91	0.00	145,102.35	(145,102.35)
Social and Family Service				
071-022 - Eastholme - Levy			35,708.50	(35,708.50)
071-025 - DSSAB (Social Service Admin Board)	44,255.28			
071-032 - Seniors Grant - Kearney Maint./Exp.	1,500.00			
071-033 - Seniors One Time Grant Expenses	7,142.81		992.79	(992.79)
071-034 - Senior's Active Living Fair	754.54			
Total Social and Family Service:	53,652.63	0.00	36,701.29	(36,701.29)
Parks and Recreation				
080-002 - PW and Facilities wages - Parks	2,177.52			
080-020 - Parks & Trails Maintenance and Supplies	2,192.10		270.98	(270.98)
080-025 - Parks - Town Dock Hydro	31.77		29.66	(29.66)
080-035 - Parks & Recreation Insurance	17,588.88		3,399.26	(3,399.26)
080-090 - Parks - Lions Park/Rink	728.19		450.95	(450.95)
080-100 - Parks veh. 2021 Dodge Operating Expenses	1,789.78		620.90	(620.90)
080-801 - Boat RampsDocks Capital (Incls 080-803)	6,745.30			
081-002 - PW and Facilities Wages - Rec Programs	1,339.01			
081-020 - Recreation Program Expenses	1,871.39		3,076.31	(3,076.31)
081-021 - Swimming Program Expenses			(95.59)	95.59
081-035 - Municipal Insurance-Volunteers	810.00			
081-051 - Recreation Special Events			77.53	(77.53)
081-501 - Dog Sled Races Expenses	27,876.53		31,114.48	(31,114.48)
081-502 - Regatta/Fireworks Expenses			2,294.18	(2,294.18)
082-001 - KCC - Wages & Benefits	20,871.91		31,696.42	(31,696.42)
082-002 - KCC Wages- Allocated to Other Functions	(2,489.16)			
082-003 - Public Works Wages - Facilities	931.75			
082-020 - KCC - Supplies & Maintenance	3,917.96		6,763.19	(6,763.19)
082-021 - KCC - Water Operations & Maint.	705.21		829.19	(829.19)
082-031 - KCC - Hydro/Heat	4,126.22		5,856.65	(5,856.65)
082-035 - KCC - Insurance	9,973.94			
082-040 - KCC - Employee Expenses and Training	120.00		325.62	(325.62)
082-800 - KCC - Capital Expenses	179,561.84		178.08	(178.08)
083-020 - Library Levy			23,172.50	(23,172.50)

Report Date
2025-04-07 8:57 AM

Town of Kearney
Statement of Revenues and Expenses
For the Period Ending March 31, 2025

Page 6

	Prior Year	Current Year Budget	Current Year	CY Variance to Budget
083-021 - Library - Operating Expenses	661.22		377.25	(377.25)
Total Parks and Recreation:	281,531.36	0.00	110,437.56	(110,437.56)
Planning and Development				
090-020 - Planning Misc. Expenses	641.08		314.18	(314.18)
090-021 - Official Plan & Zoning			10,968.06	(10,968.06)
091-020 - Economic Development Misc. Expenses	1,129.54		1,129.54	(1,129.54)
Total Planning and Development:	1,770.62	0.00	12,411.78	(12,411.78)
TOTAL EXPENSES:	1,386,599.93	0.00	1,323,048.89	(1,323,048.89)
CURRENT YEAR NET	977,879.10	0.00	1,281,144.81	1,281,144.81



Staff Report

Staff Report No. SR2025-18
Date: April 17, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Jenny Leblond Treasurer
Subject: Treasury 2025 Q1 Activity Report

Recommendation:

That Council receive SR 2025 -18 Treasury 2025 Q1 Activity Report from Treasurer as information only.

Background:

The first quarter of every calendar year is the busiest quarter for the Treasury Department for items such as Financial Audit, new year capital and operating budget and interim tax bills.

Analysis:

- New Treasurer started mid January
- Worked with Financial Consultant to prepare for Audit
- Auditors on site week of February 24th
- Capital Budget passed by Council
- Second draft of Operating Budget to Council April 17th 2025

Operational Updates:

Staff will be adding modules to Munisoft to have the software work harder for us.

Deputy Treasurer and Treasurer are working on processes that incorporate segregation of duties.

A new Retentions By-law was passed by Council so the entire office team has been working on organizing and shredding documents that are no longer needed. Files that are being destroyed are being documented.

Deputy Treasurer and Treasurer have been looking at other credit card options that are more user friendly and easier to reconcile and make payments.

Budget - Statement of Revenues and Expenses at April 4, 2025

Please find attached to this report and statement of Revenues and Expenses. Being the first quarter and the operating budget not being approved yet, the current year is only actuals to date. Also, because it is so early in April, the bank reconciliation is not complete for March, and therefore there could be some further posting of revenues and expenses.

Update on Resolutions:

- 2025-68 Joint Waste Management – has been built into the 2025 operating budget

Conclusion:

The department is seeing change and learning new things. Our very small team has worked hard this past quarter.

Prepared by:

Jenny Leblond, Treasurer



Staff Report

Staff Report No. SR2025-19
Date: April 17, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Jenny Leblond, Interim Public Works Superintendent
Subject: Public Works 2025 Q1 Activity Report

Recommendation:

That Council receive SR 2025 -19 Public Works 2025 Q1 Activity Report from the Interim Public Works Superintendent (Interim PWS) as information only.

Background:

In this first quarter of 2025, there was a transition of supervisor mid-March. This quarterly report may not be as detailed as others as the interim supervisor new to the department and the Town in general. The snow fall this winter season has been more similar to what a “normal winter” would be in our area compared to the last couple of years. Staff worked hard to keep roads plowed and sanded while dealing with vacancies in the department.

Analysis:

- Plowing and sanding as needed
- Regular road patrols to ensure roads are free of debris (trees, branches, snow, hazard to public safety)
- Daily, weekly, and monthly maintenance on Trucks/equipment. (grease, small repairs, etc.)
- With heavy rains weekend of March 15th, it caused many washouts. Staff worked on Sunday March 16th and then continued to make repairs throughout the rest of that week. Roads affected were Emsdale Lake, North Shore, Loon Lake and Island Lake. Other roads had minor wash outs and flooding and were prioritized by severity.

Operational Updates:

Interim PWS is asking questions, getting to know Staff and reviewing documentation. Due to the spring road issues, more road pilons were purchased to be able to mark more problem areas which increases safety for the public. A tablet was purchased to help with documenting the official patrols of our roads. The tablet will track the route as one person drives all the roads and only enters into the tablet weather conditions and the problem areas that do not meet Ontario Regulation 239/02. Regular documented patrols must be completed every 14 days for class 4 roads and every 30 days for class 5 and 6 roads. Interim PWS and Staff have been discussing the importance of providing the same level of service for all the same class roads.

There are still some issues with the roof at the shop and water coming in. The Interim PWS will follow up with contractors who made the original repair. The system that expels carbon monoxide from the shop will be looked at this week with recommendations for what the entire building should have. This project was budgeted for in the 2025 Capital Budget.

The Interim PWS met with Transfer Station Staff to get a better understanding of how the transfer stations work. We talked about improvements that Staff have suggested and also what the attendant is hearing from the public. A further transfer station report will be coming back to Council with some recommendations. We are also working with the company providing the compactor and working with the electrician to get the compactor up and running.

Staff will be checking to see how resurfacing projects from the 2024 construction season held up over the winter.

Reduced load restrictions continue to be in place. There have been some comments from the public about municipal trucks not abiding by reduced load restrictions. In section 122 of the Highway Traffic Act, municipal

vehicles are exempt from reduced load restrictions so that they can continue to do the jobs that need to be done to keep the roads safe.

Interim PWS and Clerk-Administrator met with representatives from Cogeco about the fibre internet project coming to Kearney in 2025.

Staff met with Circular Materials Marketing Department about getting information about the changes to the recycling program. The Town of Kearney transitions October 1, 2025.

Staff updated Municipal Waste Management By-Law.

Interim PWS is working on getting more information out to the public by sharing on social media problem areas and/or road issues.

For the 2025 fiscal year, staff prepared a 5 year capital plan. As this is a new process for management, it did take a bit more time to put the Capital Budget together.

Capital Projects:

The Capital Budget has been approved. The Interim PWS will be working on tender documents and/or request for quotes as per the Town's current Procurement By-law for the two priority projects, being Hwy 518/Chetwynd resurfacing project as well as finishing the Sand Lake Boat Ramp. The Interim PWS will look at road bases and culvert conditions on Clam Lake, Ostick, Island Lake and Echo Ridge roads prior to tendering for hard surfacing.

Update on Resolutions:

- No outstanding resolutions

Conclusion:

The department has been busy with limited Staff at times. The team has worked hard this past quarter, and we have begun the planning on the next two quarters projects throughout the spring/summer season.

Prepared by:

Jenny Leblond, Interim Public Works Superintendent



Staff Report

Staff Report No. SR2025-20
Date: April 17, 2025
To: Mayor, Deputy Mayor, and Members of Council
From: Cindy Filmore, Deputy Clerk (DC)
Subject: 2025 Q1 Activity Report – Planning Department

Recommendation:

That Council receive SR2025-XX Q1 Activity Report from the Deputy Clerk as information only.

Background:

2025 is off to a flying start! Staff have received 4 severance applications, 1 lot addition, 2 ZBLA applications and 2 Shore Road Allowance applications in the first 3 months of the year.

Work is continuing with the Strategic Plan, Official Plan and Zoning By-law Update, with the first DRAFT documents being reviewed by Staff and Council. Public meetings and further consultations are still in order, but the Consultants have been hard at work to get us this far. A Final Strategic Plan document is scheduled for Council approval prior to the end of the 2nd Quarter. We look forward to a more in-depth review and tweaking of the Official Plan and Zoning Bylaw documents to get them ready for final approval in the fall.

Shore Road Allowances

Shore Road Allowance purchases from 2024 are wrapping up. Most have been or are being successfully completed with a few delays being due to financial considerations from the purchaser. Thus far, we have already received 2 new applications for 2025

Pre-consultation Requests

Thus far, it has been a busy year! While changes to the Planning Act have meant that pre-consultations are not mandatory, Staff do recommend them in certain circumstances. Some instances that may suggest getting some information through a pre-consultation would be to help the applicant understand the necessary studies and costs/timelines associated in order to deem an application complete under the Planning Act. This may be the case for complex ZBLAs (multiple zones affected) or historic changes (resorts, businesses, etc.)

Total Q1 Pre-Cons Received: 1 (ZBLA) and 2 (Consent)

Total Q1 ZBLA Pre-Cons Completed: 2 (1 by Staff & 1 by Consultant)

Total Q1 Consent Pre-Cons Meetings: 2 (1 is still awaiting further information from the applicant before the pre-con summary can be provided to the applicant)

Zoning By-law Amendments

The 2025 ZBLA application received is awaiting further input from the applicant and will then receive Staff Report from our Planner (the Zoning By-law Amendment Report & By-law). A resurfaced ZBLA from 2019 is awaiting further input from the applicant in order for the Planning Consultant to deem the application complete and move to a public meeting.

Consents/Severances

We have seen, in this quarter, the finalization of a consent from 2022, and diligent work on a 2023 consent application.

We have received 3 Notice of Application for Consent from the Planning Board thus far, all from 2024 pre-cons we had received. As well, we have 1 pre-con received this year which will be moving forward to apply with the Planning Board in the near future.

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

As we move forward with our Official Plan and ZBL updates, Staff and the Consultants are reviewing each request for OP Amendments to ensure our OP takes into consideration the direction Council wishes to move. Typically, OP Amendment applications received have been to better define the settlement areas of the Town, the tourism areas and to ensure proper planning considerations such as the number of dwelling units per property (density).

General Updates and 2025 Highlights:

Staff are enjoying the opportunity to work through the SP, OP and ZBL updates with the EcoVue and Harrop, our chosen consultants. With past issues to consider as well as recent updates to Provincial Legislation, the process is proving to be interesting and insightful and will provide Kearney with a firm basis on which to move forward.

As our economy faces current uncertainties, Staff are still receiving inquiries by phone and email for real estate sales and development potential on a regular basis. On average, there are 2 to 3 inquiries each week and these inquiries take an average of 10 to 45 minutes to complete and may require additional follow-up as Staff try to communicate these inquiries back through email to allow the individual to refer back to the information provided. Staff continue to provide a zoning compliance report which real estate agents or landowners can provide when listing their property. This information can be shared with potential purchasers.

Staff are continuing to update departmental checklists and procedure documents and still learning how to utilize AI to streamline workflow and increase interdepartmental communication to ensure timely posting of notices, increased information availability for internal staff, and ensure information shared with the public is accurate and free from personal interpretation.

Our webpage improvements and CGIS advancements are making information noticeably more available and do assist Staff in providing information to the public, however it still takes time for the public to use/understand these improvements and Staff time is still being spent walking the public through the website.

Conclusion:

It is Staff's intent to provide the best possible service to the public. Whether through website improvements which are on-going or efficiencies created through our CGIS system or by ensuring our training is up to date, we are continually working towards improvements within our office. It is our goal to safeguard transparency in our procedures, to enable the public to understand each step of the process and to ensure relevant, cost-effective service for the applicant.

Prepared by:

Cindy Filmore, Deputy Clerk



Staff Report

Staff Report No. SR2025-22
Date: April 17, 2025
To: Mayor, Deputy Mayor, and Members of Council
From: Nicole Gourlay, Clerk-Administrator
Subject: 2025 Q1 Activity Report - Administration/Parks and Facilities

Recommendation:

That Council receive this SR2025-22 as information only from the Clerk-Administrator.

Background and Analysis:

Staff have been trying to track communications from the public through email, phone and in-person inquiries. Inquiries related to specific properties or road issues etc. are to be tracked through CGIS to eventually have a one stop shop. Through discussion with Staff, we will try a different method on the interim basis to help support Staff in being able to track inquiries regularly to help us understand what is or is not being well explained or easily found on the website or other forms of communications.

Budget– Council and Staff have been working diligently to complete the capital budget and operating budget as quickly as possible. The Administration department worked with Treasury in order to complete the first 5 – year capital budget for the Town of Kearney to be approved in the first quarter. The operating budget will be completed early in Q2 and Staff have worked hard together to provide the best budget for the 2025 year.

By-laws & Policies - Updating Policies and By-laws has been a major component of Staff time in the first quarter of 2025. This direction from Council and memo from Staff assisted the Town in prioritizing some of these policies/by-laws that were out of date or missing under Section 270 of the Municipal Act. Staff have worked really hard to bring some key policies and by-laws to Council for review this first quarter. Staff have begun implementing the new retention by-law to clean out many of the old files and storage.

By-laws and Policies brought to Council in Q1:

- Donations Policy – Draft & Passed
- Retentions By-law – Draft & Passed
- Interim Tax Levy – Draft & Passed
- Agreements – Community Preparedness Grant, PSAP OPP, Nip-Parry Sound Student Transportation Services, Mosmann Consent, Audette SRA sale, recreation, product care
- Council Code of Conduct – Draft & Passed
- Designate persons to sign cheques – Draft & Passed
- HR Policy – Draft
- ZBLA - Ziraldo
- Waste Management – Draft
- Lift Hold – Mosmann
- Deeming By-law – Pritchard
- Employee Code of Conduct – Draft
- CBO Code of Conduct – Draft
- OSPCA Agreement with area municipalities
- Held Public Meetings for – Ziraldo
- Repealing of By-laws 2011-61 & 2011-60 – Draft & Passed (Ombudsman services)

IT – Staff have been working with our IT company to brainstorm solutions to our connectivity problem. Recently, Staff met with Cogeco to discuss the implementation of the High-Speed Internet project through Infrastructure Ontario. The project is set to be completed by year end and Staff will continue to connect Cogeco with members of the public to allow members options for better internet service.

HR – This quarter we completed the CUPE contract negotiations and have been attending many grievance meetings, Labour Management meetings, conducting interviews for new and existing roles, as well as developing better internal communication tools.

Strat Plan/Official Plan/ Zoning Bylaw Review – There were many round table discussions throughout Q1 for both the Strategic Plan and Official Plan/Zoning By-law Review. There were sessions held to capture Staff, Council and Public input as well as some training opportunities for Council and Staff on each of the projects. The Draft Strategic Plan will be available soon for comments from the public, Staff and Council. Also, the background report from the Planning Consultants will be presented to Council early in Q2.

Recreation – The recreation committee has been very busy in providing new programming. The committee is continuing with pickleball and exercise classes, but have added in the children's dance class which was extremely successful. The committee is hoping to provide some music in mirror bay this summer and continue to partner with other groups to support new and existing events. The committee has also engaged a yoga instructor to begin classes in Q2 of 2025. The committee ran a skating party back in January and while there was little attendance for that as well as the game day, they are excited to try again in the late fall/early winter with some changes to hopefully improve attendance.

Parks and Facilities – The Parks and Facilities department has worked hard to keep up with general maintenance of the buildings and the water systems. The rentals have been busy the first quarter of 2025 especially with the needs of the Elections. They worked very hard to have the outdoor rink open as often as they could and supported both the Dog Sled Event as well as the Kelly Shire event back in February. Some items were updated in the building and better logging of equipment checks etc have been implemented. Staff also were trained in the food handlers course in this quarter.

2025 Initiatives from Administration & Parks/Facilities Department:

1. Investigate better solution for connectivity for meetings – in progress
2. Increased applications for Grants/servicing
3. Strategic Plan, Official Plan and Zoning By-law Updates/Review Completed – in progress
4. Finalization of CUPE Contract- completed
5. Quarterly E-Newsletter – in progress
6. Five to Ten Year Capital Budget Set - completed
7. Recreation programming for youth – in progress
8. Updating of major by-laws/policies such as HR Policies, Retention By-law, Codes of Conduct and any others set by Council as priority items. – some completed, and some in progress
9. Standard Operating Procedures across all Departments
10. Create a Community Events calendar on the website

Conclusion:

2025 has – like other years – already been proving to be a busy and productive year. Staff are excited to get a few key projects wrapped up in the first half of 2025 and continue to find ways to effectively engage with the public. Staff have worked hard to start preparing for the summer of 2025 and we thank them for their continued dedication to the Town.

Prepared by: Nicole Gourlay, Clerk-Administrator



ECOVUE

LAND USE PLANNING & DEVELOPMENT

*Town of Kearney Official Plan and
Comprehensive Zoning By-law Update*

Background Report

Prepared For: The Corporation of the
Town of Kearney

Date: April 10, 2025

This Background Report has been prepared to summarize the reviewed policies, planning documents, and the Public Consultation that has been undertaken thus far related to the **Update of the Official Plan and Comprehensive Zoning By-law for the Town of Kearney Official Plan**, affecting all lands within the Town of Kearney.

EcoVue Project No: 24-2095-20



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Executive Summary

The Corporation of the Town of Kearney has retained EcoVue Consulting Services Inc. to undertake the update of the Town's Official Plan and Comprehensive Zoning By-law, in accordance with Sections 26 and 34 of the *Planning Act*, respectively. The community has expressed sincere interest in generating more development with the goal of attracting permanent, year-round residents, businesses, tourist opportunities, etc. within the Town.

As a part of this process, the Council of the Town of Kearney has requested that EcoVue undertake various forms of Public Consultation and gather public feedback related to the updating of these documents, to ensure they reflect the goals and objectives of the community and promote development that is in keeping with these goals and objectives.

The following Background Summary has been prepared, summarizing comments received from residents, municipal staff, and Council members within the Town of Kearney, related to the updating of the Town of Kearney's Official Plan and Comprehensive Zoning By-law. Summarized in greater detail later in this Report, these comments have been collected through multiple formats since the project was initiated in October 2024.

This report also provides a review of the current Official Plan policies and Zoning By-law provisions, and recommends updates based on Provincial policy updates, Council goals, and resident/staff feedback.

The goal of this Background Summary is to provide Town staff, Council, and residents with a breakdown of the collected information, provide timeline updates, and generate discussions related to policy and provision updates, to ensure the final Official Plan and Zoning By-law meet the future needs of the Town and its residents.

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1.0 General Information

1.1 Town of Kearney

The Town of Kearney is one of the fifteen (15) municipalities that make up the Parry Sound District. Kearney's land mass is approximately 528.21 km² (203.94 sq mi), or 5.8%, of the total land area of 9,113.92 km² (3,518.90 sq mi) within the Parry Sound District.

The Town of Kearney is made up of three (3) former (geographic) Townships – Proudfoot, Bethune, portions of Perry, Butt, and McCraney.

According to the available Statistics Canada information, in 2021 the Town had a total population of 974 permanent residents, an increase of 92 permanent residents (or 10.4%) from 2016. Although the number of seasonal residents is not specifically included in census data, some sources estimate seasonal populations exceed 2,500 periodically throughout the year, with highest traffic in the winter and summer months. The 2021 data shows that there are 460 private dwellings within Kearney; a 12.2% increase from 2016.

The median age of residents within the Town is 58.4 years of age, with populations breaking down as follows:

- 0–14 years: 8.5%
- 15–64 years: 62.1%
- 65 years and over: 28.2%

1.1.1 POPULATION GROWTH PROJECTIONS

Statistics Canada has provided population projection data from 2023–2051 for the forty-nine (49) Census Divisions across the Province.

The Town of Kearney has been included in population projects for the Parry Sound Census Division, and therefore the numbers will reflect the entire Parry Sound population. Notwithstanding, it is still important to understand what the projected

growth is for the entire Census Division and ensure that the Town of Kearney can accommodate their portion of the future growth.

The total population in 2023 for Parry Sound District is listed as 50,491 and is expected to increase to 62,609 by 2051. This represents a total increase of 12,118 persons (or 19.4%).

Using the population projection percentage for Parry Sound District and assuming the population of Kearney will also increase at a rate of 19.4% over the next 30 years, this would put the permanent population at 1,163 in 2051. However, this does not take into consideration the seasonal population, nor the increase in seasonal residents until 2051. Furthermore, the rate of increase for the entirety of Parry Sound District will likely not be evenly distributed amongst all member municipalities.

1.1.2 NATURAL HERITAGE

The Town is home to several inland lakes, one (1) Provincially Significant Wetland Area, a portion of the Magnetawan River, and contains a portion of the western extent of Algonquin Provincial Park. Some of the notable lakes within the Town include, but are not limited to:

- Sand Lake;
- Groom Lake;
- Clam Lake;
- Loon (Pevensey) Lake;
- Hassard Lake;
- Emsdale Lake;
- Grass (Sweny) Lake;
- Long (Oliphant) Lake;
- North Lake; and
- Proudfoot (Island) Lake.

The Town contains the Barre Lake Wetland; the above-noted Provincially Significant Wetland Area and is also home to (or contains a portion of) several Conservation Reserves, including Chain Lakes Conservation Reserve, Bridge Lake Outwash Plain Forest Conservation Reserve, Upper Raft Lake Conservation Reserve, and Bear Creek Conservation Reserve.



2.0 Public Consultation Summary

2.1 Public Consultation Summary

One of the primary components of Official Plan and Zoning By-law Updates is related to Public Consultation. The proposed updated documents are intended to reflect Provincial policy changes, but with the goal of better serving current and future residents and stakeholders within the Town of Kearney. These documents need to be based on a collaborative effort between the public and the Town; this ensures not only that residents will understand the purpose of these documents, but also that the Town continues to be seen as an attractive place to locate future development.

With this thought in mind, the Project Team was tasked with determining priorities for these updated documents from residents, business owners, developers, Town staff, and Council. The Project Team undertook the following forms of Public Consultation, each of which has corresponding summaries following:

1. Council Information Session – Closed Session – hosted on December 12th, 2024;
2. Public Open House – hosted on January 11th, 2025;
3. Stakeholder and Agency Meetings – hosted on January 11th, 2025 and February 5th, 2025, in Kearney.

2.1.1 COUNCIL TRAINING SESSION – DECEMBER 12, 2024

The Project Team held Training for members of Council at the Town of Kearney municipal office on December 12th, 2024 in closed session. Council was Trained on the process in the type of project.

After the training Council members were provided the following questions to respond individually to the Project Team. These same questions were presented at the round table discussions with key stakeholders.

- *What type of development would you like to see within the Town?*
- *Are there policies within the current Town of Kearney Official that you find overly prohibitive of development?*
- *Are there policies within the current Town of Kearney Official Plan that you find overly permissive of development?*

- *Do you think the current Town of Kearney Official Plan policies applicable to the Town will permit the type of development that is necessary to continue to grow?*

Overall, comments received by the Project Team from members of Council were very supportive of growth and development, and believe that it should be promoted, provided it is compatible with the natural environment and the overall character of the Town.

2.1.2 PUBLIC OPEN HOUSE – JANUARY 11, 2025

Since the beginning of the project, the Project Team hosted one (1) Public Open House; this occurred on January 11, 2025, and was hosted in the Town of Kearney Community Centre.

There was a total of five (5) attendees at the Open House. The format of the meeting allowed attendees to walk around the room where presentation boards were stationed, with members of the Update Team available to answer questions. Attendees could provide their comments and questions on sticky notes, which were then added to the presentation boards, for the project team to take back and review. Alternatively, attendees could write out answers to the posed questions on comment sheets, which were then collected by the project team and reviewed.

Attendees asked various questions in-person, through sticky notes, and through comment sheets. Comments related to current Official Plan policies, the update process, and insight on areas across the Town where development should occur or avoid.

Questions posed to attendees of the Open Houses, as well as their feedback, is summarized below:

- *What are some improvements you would like to see in the Town of Kearney?*
 - Areas for recreation – including children’s parks and playground equipment, dog parks, more activities held in the community centre, etc.
 - Improved infrastructure – including roads, trails, internet infrastructure, etc.
 - One comment suggested combining the Town’s transfer stations into one and using one of the properties for affordable housing/economic development
 - A couple of comments requested simplification of the Planning and Development process to help facilitate more development within Kearney

- *How could the Town encourage Tourism uses?*
 - Community Events – introducing new events (or bringing back previous events which are no longer running) and improving current events (Regatta events, dog sledding, snowmobiling, etc.)
 - Trails – improving current trails, incentivizing residents to create trails through their property, etc.
 - Potentially work with Park to Park trails to incorporate some Kearney trails in their mapping; this could drive tourism from individuals who do not usually come to Kearney
 - ‘Downtown’ Kearney – as a lot of the community events are based around Main Street, improve infrastructure and public lands to upgrade things like sidewalks, public parking areas, etc.
 - Almaguin Community Economic Development (ACED) – appoint or hire an individual in Kearney, like ACED has done, whose main focus is encouraging tourism in Town
 - Algonquin Park – potential to partner and provide a museum or other service related to the Park; could drive people towards Kearney before/after attending.
- *What type of housing should be prioritized?*
 - Affordable housing – not just for the aging population, but also for younger people looking to move to Kearney and start a family
 - Tiny Homes – more permissive policies for smaller homes; minimum square footage limits ability to build tiny homes
- *What are your thoughts on Residential Development (Waterfront and Non-waterfront)?*
 - Natural Heritage features – development needs to be mindful of natural features; shoreline protections required
 - Residential development promoted if responsible and mindful of the natural environment
- *What do you think our shorelines should look like?*
 - One comment requests more open shorelines

2.1.3 STAKEHOLDER AND AGENCY MEETINGS – JANUARY 11, 2025 AND FEBRUARY 5, 2025

The day of the Public Open House, the Project Team also hosted a Stakeholder and Agency Meeting at the Kearney Community Hall. The individuals invited to this meeting included local business owners (retail commercial, tourism, etc.), leaders of community groups, and individuals that are currently working on development projects within the Town. There was a total of twenty-two (22) attendees between both Stakeholder and Agency Meetings; seven (7) at the meeting on Saturday, January 11th, 2025, and fifteen (15) at the meeting on Wednesday, February 5th, 2025.

The goal of these meetings was to generate discussions and gather feedback on how stakeholders view development within the Town, including how and where development should occur, as well as their experiences with how development applications have been reviewed in the past.

At the meetings, attendees were shown a PowerPoint presentation breaking down planning policy in Ontario, explaining how municipal Official Plan and Zoning By-laws work and interact with each other, and provided an explanation of the update process currently being undertaken by the Town. A copy of the PowerPoint Presentation shown at the January 11th and February 5th meetings is included in **Appendix A**.

Attendees were then posed the same questions asked at the Council Information Session, and a roundtable discussion occurred. As noted above, these questions are the question posed to Council:

- *What type of development would you like to see within the Town?*
- *Are there policies within the current Town of Kearney Official that you find overly prohibitive of development?*
- *Are there policies within the current Town of Kearney Official Plan that you find overly permissive of development?*
- *Do you think the current Town of Kearney Official Plan policies applicable to the Town will permit the type of development that is necessary to continue to grow?*

Between the two sessions, there were several comments provided, and questions raised, which have been summarized below:

- Supporting commercial development;
 - Importance of attracting residents to areas outside of the settlement area; individuals should be able to access other commercial uses outside of the settlement boundary;
 - Commercial development within the rural areas allows for opportunities for new/existing communities to expand, and potentially be identified for new settlement areas in the future;
 - Incentives for developing entertainment/commercial/tourism/public facilities;
- Supporting residential development throughout Kearney, and specifically:
 - Permitting alternative lot sizes, including smaller or larger sizes within the rural areas, provided there is adequate frontage on a municipally maintained road to match the rural character;
 - Supporting development that will upgrade existing/outdated septic systems, to limit impacts on and instead improve lake health;
- Supporting Tourism;
 - The Town sees a huge influx of seasonal population – encouraging uses which draw tourism to the Town year-round;
 - Similar to Commercial and Residential development, supporting tourism uses in all areas of the Town;
 - Ensuring tourism development is compatible and does not negatively impact other surrounding uses;
- Utilizing Municipal properties for development (i.e. denser/multi-unit buildings, municipal parking lot(s), etc.).
 - Parking is limited in the Town, especially when events are being held;
 - i. Municipal parking lots could attract/provide additional space for more tourists, snowmobiles, ATVs, etc.;
 - ii. Supporting development which proposes reduced parking, particularly in areas where appropriate;

- Municipal servicing, and the lack of municipal water and/or sewage within Town, limits development within Kearney proper, especially commercial, and higher-density residential development;
- Extremely high importance placed on higher density development in close proximity to services such as healthcare, transportation, schools, etc.
 - Including municipal investment into existing municipal infrastructure, such as municipal roads, trails, etc.
 - Increasing internet infrastructure/bandwidth to support the rise in remote work;
- Private Roads/Rights of Way;
 - There are a number of roads through the Town that are privately owned but municipally maintained; these roads cause confusion when proposing development, as it is not clear what would be supported;
- Ideas for how to support waterfront areas;
 - Protection and enhancement of the shorelines across the Town, as many responses mention increased algal blooms;
 - Prioritizing lake health and wetland/species protection;
 - Many responses mention increasing public access to Town-owned waterfront lands;
 - Concerns regarding the overdevelopment of small lakes, and ensuring the Town is aware of what lakes are close to development capacity.
- When speaking about Short Term Rentals (STRs):
 - General agreement regarding the need to limit short-term rentals, while not wanting to discourage tourism within the Town;
 - Supportive of licensing – the Town should understand the number of STRs operating at any given time;
 - i. Potential to enforce things such as:
 1. Adequate setbacks between STRs;
 2. Minimum Septic Requirements;

3. Noise/Buffering;
4. Fire/Emergency Minimums/Maximums;
5. Etc.

2.1.4 PUBLIC CONSULTATION SUMMARY

Notwithstanding the consultation that has taken place thus far, there will still be opportunities for members of the public to provide their input, questions, and comments on the future draft Official Plan and Zoning By-law. The anticipated Schedule is discussed in Section 4.4 of this Report.

Based on the foregoing, there appears to be an elevated level of public interest in these projects. As such, it is the Project Team's goal to ensure that the public continues to be involved in the process at all critical points.



3.0 Issue Identification

3.1 Town of Kearney Official Plan (2016*)

The current Town of Kearney Official Plan was approved by the Ministry of Municipal Affairs and Housing (MMAH) on April 4, 2014. Following appeal(s) to the Ontario Municipal Board (OMB, now known as the Ontario Land Tribunal, or OLT), the Town of Kearney Official Plan was granted final approval by the OMB on April 20, 2016. As such, the current iteration of the Town of Kearney Official Plan has been in place since 2016.

According to Section 26 (1.1) of the *Planning Act*, “[t]he council shall revise the plan no less frequently than,

- (a) 10 years after it comes into effect as a new official plan; and
- (b) every five years thereafter, unless the plan has been replaced by another new official plan.

Due to the current Official Plan for the Town of Kearney not having been updated since 2016, the Town has chosen to undertake a complete update of their Official Plan, as required under Section 26 (1.1 a) of the *Planning Act*.

As stated, the Town of Kearney is a single-tier municipality and therefore all proposed development and site alteration (as defined) is subject to the policies of the Town of Kearney Official Plan. Although these policies permit development in one form or another, there are potential challenges to future development within the Town presented within the Official Plan text and corresponding Schedules. These potential challenges have been summarized below.

It also should be noted that the MMAH approved the new Provincial Planning Statement (PPS), which came into effect on October 20, 2024. As part of this update, and summarized below, there are several policies that are required to be updated to reflect the policies of the new 2024 PPS, as required by Section 26(2.1) of the *Planning Act*.

3.1.1 CURRENT LAND USE DESIGNATIONS

The Town of Kearney Official Plan categorizes all land into the following designations:

Schedule ‘A’ – Land Use and Transportation

- Rural Lands
- Shoreline
- Mineral Aggregate Area
- Mineral Mining Area
- Provincially Significant Wetland Area

Schedule 'B' – Townsite – Land Use and Transportation

- Townsite
- Rural Lands
- Shoreline
- Flood Plain Overlay Based on Aerial Interpretation

Schedule 'C' – Natural Heritage

- Abandoned Mines
- 1,000 metre Abandoned Mines Buffer
- Closed Waste Disposal Site
- Transfer Station
- Waste Disposal Site
- 500 metre Waste Disposal Influence Buffer
- Unlicensed Pits and Quarries
- Licensed Pits and Quarries
- Type 1 Fish Habitat – *“All shorelines which are not outlined with a polygon have not been evaluated in terms of fish habitat and should be treated as unknown.”*
- Deer Yarding Area (Stratum II)
- Moose Aquatic Feeding Area
- Crown Land
- Enhanced Management Area (Natural Heritage)
- Enhanced Management Area (Remote Access)
- Conservation Reserve
- Flood Plain Overlay Based on Aerial Interpretation
- Provincially Significant Wetland Area
- Local Wetland
- Lakes At or Near Capacity

Copies of Schedules 'A' through 'C' are included as **Appendix B**.

Within Schedules 'A' and 'B', there are a total of three (3) designations in which some form of residential, commercial and/or employment development may be located; the Rural designation, settlement area (Townsite) designation, and Shoreline designation. The Townsite designated lands are located exclusively within the Kearney settlement area; there are no other settlement areas located within the Town.

The following subsections summarize potential challenges with the current Rural, Townsite, Shoreline, and General Development policies within the Town of Kearney Official Plan, based on our (with staff's input) review and experience with development applications.

3.1.2 RURAL DEVELOPMENT POLICIES

Policies related to the Rural designation are contained in Section 4.O of the Town of Kearney Official Plan (OP). Permitted uses in the Rural designation are as follows:

- single detached residential dwellings;
- agricultural and forestry uses;
- conservation, open space, and natural resource management activities;
- hunt and fishing camps;
- mineral exploration; aggregate and mineral extraction on Crown Land;
- commercial uses/tourist commercial;
- industrial; and
- public and institutional uses.

This Section specifies that Rural Lands will contain a variety of uses and is not intended to be the focus of residential or commercial development.

3.1.2.1 RURAL RESIDENTIAL LOT CREATION (SEVERANCE) POLICIES

Rural/Rural Residential lot creation (severances) within the Town of Kearney is permitted, subject to the following:

- Minimum Lot Requirements – reductions to these must be supported via Hydrogeological Study:
 - 1 hectare (2.47 acres) – in no circumstance shall a new lot be less than 0.8 hectares (2 acres)
 - 60 metres (197 feet) of road frontage;
 - 60 metres (197 feet) of water frontage, where it exists;
- Lots must be serviced via individual well and septic system;
- Lots shall “generally” be access directly by a municipally maintained road; though lots may be permitted on Private Roads in accordance with policies in Section 8.2.4;
- Permitted up to a maximum of three (3) severances (i.e. 3 severed + 1 retained), unless created by way of Plan of Subdivisions and/or Condominium;

- In order to be eligible for a severance, the lands must have existed prior to November 16, 2006;
- Plans of Subdivision and Condominium have additional requirements and policies which they are subject to, contained in Section 11.3 of the OP.

The above-noted requirements have not limited development in the past, as severances are continuing to be proposed and approved by Town and the Southeast Parry Sound District Planning Board (SEPSDPB). Notwithstanding, amendments to these policies could be considered.

3.1.2.2 TOURIST COMMERCIAL POLICIES

A majority of the tourist commercial development that takes place within the Town of Kearney occurs within the Rural Lands designation. Section 4.2.5.1 of the Official Plan briefly addresses the permitted uses within the Rural Lands designation, which include (but are not limited to): resort hotels, lodges, tourist-oriented accommodations and uses, campgrounds, trailer parks, sale, and rental of outdoor recreation related equipment, etc.

However, Section 4.2.5.2 states that any new or expanded tourist commercial use will be subject to the policies of the implementing Zoning By-law in order to ensure the following:

- a. *the site is suitable for the use proposed in terms of density, intensity, and location of buildings and structures, and type of facilities;*
- b. *the use is to be serviced by an adequate sewage disposal system;*
- c. *access routes can accommodate additional traffic, if required;*
- d. *adequate off-street parking and loading spaces will be provided;*
- e. *advertising signage and outdoor storage of goods and materials will be appropriately controlled;*
- f. *the proposed use is compatible with surrounding properties and will provide adequate buffering.*

Sections 4.2.5.3 and 4.2.5.3 proceed to state that a Hydrogeological Assessment and Site Plan Approval may be required for tourist commercial proposals.

3.1.3 TOWNSITE DEVELOPMENT POLICIES

Policies related to the Townsite designation are contained in Section 2.0 of the Town of Kearney Official Plan (OP).

Permitted uses in the Townsite designation are as follows:

- Residential development, specifically that of low and medium density;
 - “[w]here the Zoning By-law permits a detached dwelling, semi-detached dwelling, row house or accessory building, a secondary dwelling unit within these dwellings will also be permitted.”
- Parks, open space, and private home daycares;
- Bed and breakfast establishments, with up to two (2) accessory guest units per single detached dwelling;
 - “Bed and breakfast establishments larger than two (2) units will require a rezoning and are subject to criteria described in Policy 2 above, to ensure compatibility with existing neighbourhoods.”
- “Home Occupations are permitted in the Townsite designation, provided that the occupation is secondary to the main residential use and does not change the residential character of the property or neighbourhood”;
- Institutional Uses – “Educational facilities, libraries, places of worship, cemeteries, day nurseries, retirement homes, and other neighbourhood-based institutions form an integral part of community life. Local institutional uses that are compatible with the residential function of neighbourhoods [...]”
- Commercial/Industrial Uses – “Commercial, institutional, and light industrial uses that are intended to serve the convenience needs of local residents are permitted in the Townsite Area by rezoning”.

The Townsite designation is permissive of a variety of uses within the settlement area, with a priority on compatibility with existing character and surrounding properties, subject to adequate servicing and the applicable provisions of the Town’s Zoning By-law. This aligns

with the Province's goal of directing a majority of development to settlement areas, while permitting more limited uses within the Rural and Shoreline areas.

3.1.3.1 LOT CREATION (SEVERANCE) POLICIES

Lot Creation within the Townsite of the Town of Kearney is permitted, subject to the following:

- Minimum Lot Requirements:
 - 0.4 hectares (1 acre);
 - Lots having less than 1 hectare (2.47 acres) lot area are required to be supported via Hydrogeological Study;
 - No frontage requirements;
- Lot must be serviced via individual well and septic system;
- Frontage must be on a municipally maintained road, no consideration for Private Roads;
- Permitted up to a maximum of three (3) severances (i.e. 3 severed + 1 retained), unless created by way of Plan of Subdivisions and/or Condominium;
 - Plans of Subdivision and Condominium have additional requirements and policies which they are subject to, contained in Section 11.3 of the OP.

Like the Rural Lands designation, these requirements have not necessarily limited lot creation in the past, as severances are continuing to be proposed and approved by Town and the Southeast Parry Sound District Planning Board (SEPSDPB). Notwithstanding, amendments to these policies could be considered.

3.1.4 SHORELINE DEVELOPMENT POLICIES

Policies related to the Shoreline designation are contained in Section 3.0 of the Town of Kearney Official Plan (OP).

Permitted uses in the Shoreline designation are as follows:

- limited low density residential uses;
- limited tourist commercial uses;
- open space; or
- conservation.

Uses permitted within the Shoreline designation are tied to compatibility with the natural shoreline; uses of higher density are discouraged, and limited, compatible development is encouraged. This is common across other Ontario municipalities, as Provincial policy and best planning practices encourage development that will result in the protection and enhancement of the natural landscape to the greatest extent possible.

3.1.4.1 LOT CREATION (SEVERANCE) POLICIES

Shoreline lot creation within the Town of Kearney is permitted, subject to the following:

- Minimum Shoreline Lot Requirements – reductions to these must be supported via Hydrogeological Study:
 - 1 hectare (2.47 acres) – in no circumstance shall a new lot be less than 0.4 hectares (1 acre);
 - 60 metres (197 feet) of water frontage;
- Minimum Back Lot Requirements – reductions to these must be supported via Hydrogeological Study:
 - *“Back lot development consists of single detached dwellings on individual lots, which are physically separated from the shoreline by a legally conveyable parcel of patented land that has development potential.”*
 - 1 hectare (2.47 acres) – in no circumstance shall a new lot be less than 0.8 hectares (2 acres);
 - 60 metres (197 feet) of road frontage on municipally maintained road;
- Lots must be serviced via individual well and septic system;
- Permitted up to a maximum of three (3) severances (i.e. 3 severed + 1 retained), unless created by way of Plan of Subdivisions and/or Condominium;
 - Plans of Subdivision/Condominium have additional requirements and policies which they are subject to, contained in Section 11.3 of the OP.

As with the Townsite and Rural Lands designations, these requirements have not necessarily limited development in the past, as severances are continuing to be proposed and approved by Town and the Southeast Parry Sound District Planning Board (SEPSDPB). Notwithstanding, amendments to these policies could be considered.

3.1.4.2 SHORELINE ACTIVITY AREA POLICIES

Section 3.3.5 of the Official Plan defines the Shoreline Activity Area as *“the portion of a shoreline frontage of a lot located within the required setback from the shoreline (30 metres) where shoreline structures are located and where there is access to the water for activities such as swimming or boat launching”*. The OP then provides a number of structures that would be permitted within the Shoreline Activity Area, subject to the policies following.

Notwithstanding, Section 3.3.5 then proceeds to further define where this activity area is and provides restrictions to ensure compatibility with the shoreline. The OP states that “[t]he extent of shoreline activity areas will be:

- a. *25% of the shoreline frontage or up to 15 metres (49 feet), whichever is the lesser, for linear shoreline residential development, and the total area of all shoreline structures shall not exceed 5% of the shoreline activity area or 22.5 square metres, whichever is the lesser;*
- b. *33% of the shoreline frontage for tourist commercial, institutional lots, and waterfront landings; and*
- c. *50% of the shoreline frontage for marinas.”*

As such, development within 30 metres of any shoreline is limited in accordance with Section 3.3.5 of the OP.

3.1.5 NATURAL HERITAGE AND NATURAL HAZARD POLICIES

Table 1 below provides a high-level summary of the frequently used Natural Heritage and Natural Hazard policies from Sections 6.0 and 7.0 the Town of Kearney Official Plan (OP).

Each of the items listed in the table, and their associated policies, have been further described in the following subsections.

Table 1 – Natural Heritage and Natural Hazard Policies Summary; Council Education Session (December 12, 2024)

Feature	Development Permitted Within?	Setback Required?	Study Required?
Provincially Significant Wetland (PSW)	No	Yes – 120 metres	Yes – If < 120 metres, EIS required
Locally Significant Wetland (LSW)	Specific – sustainable forestry, conservation, wildlife management, passive outdoor recreation and educational activities,	Yes – 60 metres	Yes – If < 60 metres, EIS required
Endangered and Threatened Species	No	Yes – 120 metres	Yes – If < 120 metres, Impact Assessment required
Significant Wildlife Habitat	No	Yes – 120 metres	Yes – If < 120 metres, Impact Assessment required
Deer Yarding Areas	Yes – if no ecological impact	No – unless required by Assessment	Yes – Habitat Assessment required
Fish Habitat	No	Yes – 30 metres	Yes – If < 30 metres, Fish Habitat Assessment required
Lakes at Capacity	No	If lake at capacity, new uses > 300 metres away	Yes – If < 300 metres, Lakeshore Capacity Assessment required
Natural Hazards	Development Permitted Within?	Setback Required?	Study Required?
Flooding Hazards/ Floodplain	One-Zone – No Two-Zone – within the Flood Fringe, with mitigation measures	Dependent on Study Results	Yes – Floodplain Mapping (e.g. Topo Survey, EIS, etc.)
Erosion Hazards	No	Dependent on Study Results	Yes – Geotechnical Investigation

3.1.5.1 PROVINCIAL AND LOCALLY SIGNIFICANT WETLANDS (PSW AND LSW)

The following policies are applicable to development within, or near (i.e. within 120 metres of), Provincially Significant Wetlands (PSWs) or Locally Significant Wetlands (LSWs).

Policies contained in Section 6.4.1 of the OP state the following:

- Development and site alteration is not permitted within provincially significant wetlands.
- Development and site alteration is not permitted within locally significant wetlands, except for:
 - sustainable forestry,
 - conservation,
 - wildlife management,
 - passive outdoor recreation and educational activities, excluding buildings and structures.
- Development within 120 metres (400 feet) of PSWs or 60 metres (200 feet) of a LSWs:
 - “[...] may take place in accordance with the land use designation shown on land use Schedules to this Plan **only when it has been demonstrated in accordance with the EIS Section of the Plan**, that there shall be no negative impacts on the natural features, hydrology, or ecological functions of these wetlands.”
 - “[...] **may be subject to site plan control**. The Site Plan may include performance criteria that would relate to maintaining a minimum 30 metres (100 feet) setback from the wetland, identification of a building envelope, sedimentation control, stormwater management, maintaining an adequate natural vegetative buffer, and tree retention between the development and the wetland.”
- Where the wetland has not been evaluated, “Council may require the evaluation of the wetland and/or an EIS to demonstrate that there shall be no negative impacts on the natural features or ecological functions of these wetlands.”

3.1.5.2 ENDANGERED AND THREATENED SPECIES AND SIGNIFICANT WILDLIFE HABITAT

Development in areas which are susceptible to containing endangered and/or threatened species, and/or their habitats,

- “[...] the proponent of development may be required to retain a qualified professional to complete an **Ecological Site Assessment**, in accordance with the Impact

Assessments Section of the Plan, to determine the potential for habitats of endangered and/or threatened species.”

- Speaking specifically to significant wildlife habitat – “[...] the proponent of development shall be required to retain a qualified specialist to conduct an **EIS** carried out in accordance with the EIS Section of this Plan.”
 - Furthermore – “[d]evelopment within 120 metres (400 feet) of significant wildlife habitat, shall only be permitted where an **EIS**, [...] has demonstrated that there shall be no negative impact on the natural features or their ecological function, and in the case of adjacent lands, the ecological function of the adjacent lands must be evaluated.”

3.1.5.2.1 Deer Yarding Areas

Policies in this Section state the following:

- Development and site alteration is only permitted where no negative impact has been determined;
- Lot creation within deer yarding areas is restricted to the following:
 - Single family residential uses;
 - “minimum lot size of 90 metres (300 feet) width by 90 metres depth; for shoreline lots this would include a minimum 90 metre shoreline width.”
 - “Alternate lot sizes may be appropriate only if the habitat assessment has indicated that winter deer habitat does not exist.”
- Access roads and driveways are not permitted in “conifer thermal cover areas or in areas of deciduous browse within 30 to 50 metres of the conifer area.”
- “Intensive types of development or site alteration, such as golf courses, aggregate pits, commercial and/or industrial developments will not be permitted in either Stratum I or Stratum II winter deer habitat.”

3.1.5.2.2 Moose Aquatic Habitats

This Section states that development and site alteration is only permitted where no negative impact has been determined.

3.1.5.2.3 Nest Sites

This Section states:

- *“Where the Environmental Impact Statement has identified nest sites for the Great Blue Heron, Osprey, Red-Shouldered Hawk, Goshawk, Cooper’s Hawks and other birds dependant on existing stick nests, no development or site alteration will be permitted within 150 metres (500 feet) of the nest tree or colony (not within 50 metres (165 feet) of a goshawk nest). Furthermore, within 300 metres (1,000 feet) of a nest tree or colony for all species, 70 percent crown closure of trees on that portion of each lot shall be retained and maintained. No construction activity is to occur between March 1 and July 31.”*

3.1.5.3 FISH HABITAT

Fish Habitat, as defined under Section 6.4.4 of the Town of Kearney OP and identified in Schedule ‘C’, provides four (4) types of fish habitat:

- Critical (Type 1)
- Important (Type 2)
- Marginal Areas (Type 3)
- Unknown

Where development has been proposed within 120 metres of lands identified as Unknown fish habitat, *“[u]ntil specific information is generated, these areas should be treated in the same manner as Critical Habitats (Type 1).”*

This Section proceeds to say that *“[p]rior to development requiring a planning approval, an EIS in accordance with the EIS Section of this Plan may be required, at the proponent’s expense, to investigate the potential negative impacts of new development or site alteration when it is proposed in or adjacent to Type 1 and/or “unknown” fish habitat. Adjacent lands are identified as those being, at a minimum, within 120 metres (400 feet) of Type 1 or “unknown” fish habitat.”*

- Shoreline lots which entirely front on Critical/Unknown habitats are not permitted.
- **All development and site alteration** *“shall be set back a minimum of 30 metres (100 feet) from a waterbody or watercourse. Decreases to the 30 metre setback shall only take place where it has been demonstrated through a **fish habitat assessment** that there will be no negative impacts to the fish and its habitat.”*

- Notwithstanding, *“Near-shore or in-water development, such as docks, water access points, and swimming areas will not require a fish and fish habitat assessment however they shall be carefully assessed to meet the intent of the Official Plan through the appropriate review process.”*

3.1.5.4 LAKES AT CAPACITY

The following lakes have been identified by the Ministry of Natural Resources and Forestry (MNRF) as being cold water lakes which support lake trout populations:

- Duck;
- Emsdale;
- Grass (Sweny)
- Long (Oliphant)
- Loon (Pevensey)
- North, Proudfoot (Island)
- Sand Lake

Of those lakes, the following lakes have been identified as “at capacity”, based on criteria set by the Ministry of Environment, Conservation, and Parks (MECP):

- Emsdale,
- Grass (Sweny)
- Loon (Pevensey)
- North
- Proudfoot (Island)

The “at capacity” label is intended to restrict new development surrounding the lake in order to prevent further degradation of the lake’s ecological systems. New development – meaning the creation new lots or the addition of new principal uses requiring planning approvals on or within 300 metres of an identified “at capacity” lake is not permitted, unless under certain circumstances (which are summarized in the OP). Based on our experience, most new development cannot meet the development criteria.

It is important to note that the OP provides policies for development and site alteration on **existing lots of record** on at-capacity lakes, which is limited the uses that are currently permitted on those lots according to the Official Plan and requires stormwater management and construction mitigation techniques.

3.1.5.5 NATURAL HAZARDS – FLOODPLAIN/FLOODING

Section 7.2 of the OP speaks specifically to Flooding Hazards within the Town of Kearney and provide policies for evaluating development and site alteration proposals. The goal of policies

in this Section is to protect human health and safety; these policies provide additional detail to what is contained in Chapter 5.0 of the Provincial Planning Statement (PPS, 2024).

As of now, the OP states that a Flooding Hazard is determined as being the greater of:

- the “100 year flood”, which is the area that would be flooded, on average, once in 100 years; or
- the “Regional Flood”, which is the area that would be flooded by a storm modeled on a particularly intense storm which occurred in Timmins in 1961, and could occur in this area.

The lands which are susceptible to flooding hazards based on the above-noted definition are then identified in Schedule ‘C’ of the Official Plan, and all development located within and/or in close proximity to this hazard is subject to the policies of Section 7.0 of the OP.

One of the primary policies reviewed by Town staff, and seen regularly by Council is the following:

*“Where the boundaries of the flood plain are defined by an elevation, the location of these **boundaries will be determined on-site by the survey of flood elevations by an Ontario Land Surveyor.** This would occur prior to new development, site alteration, and the issuance of building permits where the boundaries have not been previously delineated.”*

3.1.5.5.1 Floodplains – One Zone Approach VS Two Zone Approach

It is important to note that, when speaking to floodplain policies and protections, the OP acknowledges two (2) management approaches:

- “One Zone” Approach – which the entirety of the Town is considered, unless site-specific policies have been applied; and
- “Two Zone” Approach – which can only be supported following detailed engineering works, peer-reviewed by the Town.

The difference between these two approaches, is that the “Two Zone” approach, through engineering works, identifies a “floodway” and a “flood fringe”. The floodway is prohibited from any kind of development (save and except flood-related buildings and structures such as weirs and dams), while some development may be permitted within the flood fringe, subject

to the policies in Section 7.2.3 of the OP, including the requirement for the flood-proofing of buildings.

Therefore, unless private landowners are undertaking detailed engineering works to support a “Two Zone” approach, development within the Town of Kearney is treated with a “One Zone” Approach. In other words, most development is prohibited within all flood plains in the Town of Kearney.

3.1.5.5.2 Flood Elevations for Major Lakes

Section 7.2.2.3 provides elevations for major lakes within the Town of Kearney, specifically along the Magnetawan River system. These elevations were identified by the Ministry of Natural Resources and Forestry (MNRF) in 2002, and include the following lakes:

Table 2 – Magnetawan River Basin Regulatory Flood Levels – Flood Elevations for Major

Lake	Stillwater Flood Elevation (m)	Elevation to Define Boundaries of Flood Plain (m)	Minimum Elev'n for Bldg Openings Outside Flood Plain (m)
Loon & Grass	0.20	0.58	1.08 m above crest of spill wall at Pevensey Dam
Perry	335.76	336.17	336.67 m above Cdn Geodetic Datum

Waterbody	Conservative Estimate of Flood Elevation (m)
Little Beaver Lake	339.5 m above Cdn Geodetic Datum
Beaver Lake	339.0 m above Cdn Geodetic Datum
River Between Beaver and Hassard Lakes	338.5 m above Cdn Geodetic Datum

Lakes

This Section goes on to state:

“[I]ands below these elevations are subject to the “One Zone Approach” even though they are not mapped on a schedule to this Official Plan. Flexibility in applying these elevations is only appropriate for the wind set-up/wave run-up factor, since the identified factor is based on the maximum distance of open water on the lake that winds would cross and waves could build up; the actual distance would vary throughout the lake. This portion of the flood elevation will be adjusted on the recommendations of a site-specific report by a qualified engineer recommending a lesser factor for wind set-up/wave run-up.”

3.1.5.5.3 Sand Lake Two-Zone

Sand Lake is the only identified area within the Town where the “Two Zone” approach can be applied, based on a flood plain study completed in 1988. The flood plain study identified that *“[t]he floodway was determined to coincide with the natural high water mark whereas the flood-fringe was determined to be at an elevation of **342.4 metres above Canadian Geodetic Datum (C.G.D.)**.”*

As such, new buildings and structures on lands with shoreline frontage on Sand Lake are required to be floodproofed if proposed at an elevation below 342.4 metres above CGD. Furthermore, this Section states that:

“[t]here is currently no comprehensive mapping of the identified flood elevation. Proponent of development will be required to identify the location of the flood elevations on a site-by-site basis by the survey of flood elevations by an Ontario Land Surveyor”

and additionally that

“[...] [s]hould there be any doubt regarding the accuracy of these conservatives estimates, the proponent of development will be required to undertake a detailed engineering study, at their cost, to determine the regulatory flood elevation.”

3.1.5.6 NATURAL HAZARDS – EROSION

Within lands which have the potential to contain erosion hazards and unstable soils, the following policies apply:

- Erosion Hazard and Unstable Soils are to be identified during the development review process;
- Permitted uses include all of those associated with the underlying land use designation contained in Schedule ‘A’ or ‘B’ (e.g. Rural Lands);
- Prohibited uses include:
 - *“an institutional use associated with hospitals, nursing homes, pre-school, school nurseries, day cares, and schools, where there is a threat to safe evacuation of the sick, the elderly, persons with disabilities, or the young during an emergency as a result of failure of protection works or erosion;*

- *an essential emergency service such as that provided by fire, police and ambulance stations and electrical substations, which would be impaired during an emergency as a result of the failure of protection works and/or erosion; and*
- *uses associated with the disposal, manufacture, treatment, or storage of hazardous substances and outdoor industrial storage.”*
- **Geotechnical Report** can be requested and peer-reviewed by Town to support development.

3.1.6 INFRASTRUCTURE POLICIES

General Development policies contained in Section 2.0 of the Town of Kearney Official Plan are applicable to all development within the Town of Kearney.

3.1.6.1 ROAD POLICIES

The OP acknowledges the following types of roads within the Town, and provides descriptions of each:

- Secondary Highways – Highway No. 518, which is under Ministry of Transportation (MTO) authority;
 - MTO provides comments/approvals over development proposed on 518;
- Municipal Roads – maintained year-round and seasonally; also includes policies for Local Roads, up to 20 metres wide;
- Scenic or Heritage Roads – scenic or historic value, or provide access to areas of that type; identified with the Town’s Heritage Committee;
- Private Roads – private ownership/maintenance to two or more legally conveyable parcels; Town does not provide maintenance or emergency services to lots on Private Roads; development occurs through Development Agreement, following approvals from owner(s) of Private Road/Right-of-Way
 - There are a number of roads within the Town that municipally-owned, but maintained privately; it is the intention to identify these roads to provide clarity to current/potential property owners;

- Unopened Road Allowances – not maintained or established by the Town; public is permitted to travel across, but permission from Town is required for improvements to gain better access; cannot be used as access to landlocked parcels.

3.1.6.2 SERVICING POLICIES

Policies in Section 8.6 of the OP speak to individual well and septic requirements within the Town, and state that the majority of development that is to occur within the Town, is to occur with:

“a privately-owned and maintained water supply and a privately-owned and privately-maintained wastewater disposal system that services the development on the lot upon which they are located and which will remain under one ownership”.

Based on this understanding, policies to allow private individual well and septic system are contained in Section 8.6.1. Speaking specifically to 8.6.1.2, it states that:

“[t]he reviewing and/or approving authority shall require that a hydrogeological analysis to confirm sustainability of the water supply with terrain analysis, and an impact assessment examining the impacts on groundwater or surface water resources be prepared by a qualified professional, at the proponent’s expense, on any lot under 1.0 hectare in area. The approval authority may require a hydrogeological analysis for lots over 1.0 hectare where there are concerns regarding water quality and quantity.

This policy is echoed through the land use designation policies, as Hydrogeological Assessments are requested for all lots under 1 hectare.

Sections 8.6.2 through 8.6.5 proceed to provide policies for Communal Systems, Large Subsurface Sewage Disposal Works (i.e. creating more than 10,000 litres per day), Septic Treatment Capacity, etc.

3.2 Town of Kearney Comprehensive Zoning By-law No. 2022-20 (2022)

The current Town of Kearney Comprehensive Zoning By-law No. 2022-20 was updated and approved by Council in 2022. For this reason, there are very minor amendments being proposed to the Zoning By-law as part of this process. Notwithstanding, the below is a review

of the current Zones within the Town (excluding site-specific amendments and Zones), and summaries of how these provisions are being implemented.

Copies of Schedules 'A' through 'E' of the Town's Zoning By-law are shown as **Appendix C**.

3.2.1 RESIDENTIAL ZONES

The Town of Kearney features the following Residential Zones:

- Residential Waterfront (RWF)
- Residential Townsite (RTS)
- Rural Residential (RR)
- Rural (RU)

3.2.2 COMMERCIAL ZONES

The Town of Kearney features the following Commercial Zones:

- Commercial Townsite (CTS)
- Rural Commercial (CR)
- Tourist Commercial (CT)

3.2.3 INDUSTRIAL ZONES

The Town of Kearney features the following Industrial Zone(s):

- Industrial (M)
- Mineral Mining (MM)
- Mineral Aggregate (MA)
- Waste Disposal Industrial (WD)

3.2.4 OTHER ZONES

The Town of Kearney features the following Zones:

- Institutional (I)
- Open Space (OS)

3.2.5 NATURAL HERITAGE/HAZARD ZONE(S)

The Town of Kearney features the following Natural Heritage/Hazard Zones:

- Hazard Lands (HZ)
- Environmental Protection (EP)

3.2.6 GENERAL PROVISIONS

The Town of Kearney Zoning By-law also provides General Provisions for all development proposed within the Town. The following topics covered within the General Provisions include, but are not limited to:

- Accessory Buildings, Structures, and Uses;
- Additional Residential Units;
- Existing Undersized Lots of Record;
- Height Exceptions;
- Home Industry and Home Occupation;
- Non-Conforming Uses and Non-Complying Uses;
- Number of Dwelling Units on a Lot;
- Parking Area Regulations; and
- Shoreline Activity Area and Vegetative Buffer.



4.0 Recommended Updates

4.1 Recommendations Changes within the Town of Kearney Official Plan

Based on the undertaken Public Consultation and policy review presented in this Report, the following recommendations are being made to the Town's current Official Plan:

4.1.1 REVIEW NATURAL HERITAGE DESIGNATIONS/POLICIES

The Natural Heritage features, being the features which are identified through the designations in Schedule 'C', and the policies associated with each feature, are proposed to be reviewed, and updated, based on recent changes to Provincial policy. The goal of this review is to ensure that, in the event the Province has provided additional policies to help guide development, that the Town is not being overly restrictive of such development. This will include the review of required setbacks, buffer areas, and development which is permitted in close proximity-to (i.e. within 120 metres of) such features.

That said, although the natural heritage policies have been summarized in this Report in their entirety, aside from updating and/or consolidating some of the information contained in these Sections, it is not the intent of staff or the consultant to propose major amendments to the natural heritage policies, for several reasons:

- The natural heritage policies contained in the OP generally reflect the natural heritage policies contained in the new Provincial Planning Statement (2024 PPS), which reflect the policies that were included in the 2014 and 2020 PPS;
- The PPS and Planning Act allows municipalities to be more restrictive (i.e. provide additional oversight) with natural heritage policies, including requiring certain technical works when in certain circumstances, provided the more restrictive policies do not conflict with the PPS and Planning Act;
- The current natural heritage policies have been fine-tuned over numerous years, with input provided by the public, and by various staff and members of Council;

Instead, it is our opinion that the Town should update/amend the existing policies in order to remove unnecessary limitations or requirements that may cause delays with review. More specifically, tweaking the existing policies in order to provide Town staff and Council with more discretion to determine when technical works would be required.

In addition to adding flexibility with Natural Heritage policies, the Project Team will be reviewing the possibility of creating a new Environmental Protection designation, which would consolidate and replace some of the current designations and feature identifications within Schedule 'C' of the Official Plan. In tandem with the mapping changes, the Project Team suggests the consolidation and streamlining of Sections 6.0 and 7.0 of the Official Plan, to reflect the new Environmental Protection designation.

4.1.2 CREATE NEW TOURIST COMMERCIAL DESIGNATION WITHIN THE OFFICIAL PLAN

A primary goal that emerged from the public consultation is a focus on promoting and encouraging tourism within the Town. The Town benefits from a number of existing tourist commercial uses, notably resorts, that attract thousands of visitors to the municipality every year. Therefore, it is important to provide policies in the Official Plan that enhance opportunities for both new tourist commercial uses and existing tourist commercial uses.

Each of the three (3) primary development designations (Rural Lands, Townsite, and Shoreline) contain policies related to tourist commercial development. The Rural Lands section of the OP contains the least detailed policies, which are somewhat similar to those in the Townsite and Shoreline designations. This is likely to reflect that the Rural Lands are the most appropriate lands to contain these types of uses.

Notwithstanding, there are two (2) potential options when discussing the future of tourist commercial development the policies within the Official Plan:

1. There is a potential to include additional policies within the Rural Lands designation, specific to tourist commercial development, encouraging to locate such development within specific areas of the Town (e.g. within 1,000 metres of the settlement boundary or lake), or speaking to technical requirements for new tourist commercial uses; or
2. The tourist commercial policies within the Rural Lands, Townsite, and Shoreline designations can be removed, and an entirely new Tourist Commercial designation can be created within the OP. This new designation would contain streamlined policies for development proposals throughout the Town and ensure that new proposed tourist commercial uses are granted the same development review process.

Notwithstanding, as part of this Official Plan update, it is recommended that the existing, operational tourist establishments within the Town of Kearney are recognized through site-specific, “spot” designations in Schedules ‘A’ and ‘B’ of the Official Plan. This will ensure that growth and development of these existing tourist operations occurs in a clear, consistent manner across the Town.

4.1.3 IDENTIFY COMMUNITY IMPROVEMENT PROJECT AREAS

Discussed in greater detail in Section 4.3 of this Report, there is an opportunity to identify specific Community Improvement Plan Project Areas, which would then be subject to the policies of Section 10.0 and 10.1 of the Official Plan. Section 10.1 provides policies exclusively related to improvement of identified areas within the Town of Kearney, and specifically within the settlement boundary (i.e. Kearney proper).

4.1.4 FLEXIBILITY WITH LOT CREATION STANDARDS

During the consultation sessions with community members, one of the common topics mentioned was greater flexibility with new lot creation (severance) standards, including a review of the minimum required lot area and frontage for new lots, servicing requirements, and instances where technical studies are required.

As part of the Official Plan update, the minimum lot standards will be reviewed for each designation, with greater detail provided where necessary, and in some instances, the standards changed to be more permissive of lot creation throughout the Town of Kearney. At this point, it is unclear as to how the standards will be amended.

4.1.5 REVIEW OF TOWNSITE BOUNDARY AND DESIGNATIONS

It is proposed that the settlement area boundary (i.e. the boundary of the Townsite designation) be reviewed to determine if an adjustment and/or expansion is required. This will include the evaluation of lands outside of the boundary identified in Schedule ‘B’ of the Official Plan for incorporation into the settlement area.

This review of the settlement area will also include an evaluation of the existing “Townsite” and Rural designations within the Schedule ‘B’ boundary. It appears that a majority of the lands within the Townsite settlement area are not designated for settlement area-related development (i.e. Rural). There is potential for these lands to be redesignated through the

Official Plan Update process to better reflect growth accommodation within the Town. This process of “pre-designation” allows the Town to identify strategic areas of growth.

4.1.6 OFFICIAL PLAN SCHEDULE UPDATES

All current Schedules of the Town of Kearney Official Plan will be updated, for one (or more) of the following reasons:

- To reflect new designations, or boundaries of existing designations;
- To reflect Official Plan Amendments which have been approved in the last ten (10) years;
- To identify Community Improvement Plan areas, as discussed in Section 4.1.3 above; and
- To capture any additional information as requested by and in consultation with Town of Kearney staff and Council.
- A number of other minor technical changes including naming, boundary corrections, and updated parcel fabric.

4.1.7 MINOR AMENDMENTS

In addition to the above-noted updates, minor updates will be undertaken to ensure conformity with the updated Provincial Planning Statement (2024), and to ensure the updated Official Plan properly reflects the undertaken Public Consultation and discussions with Town staff.

- Create consistent terminology
- Review Additional Dwelling Unit (ADU) Policies; and
- Incorporation of On-Farm Diversified Use (OFDU) Policies.

4.2 Recommendations Changes within the Town of Kearney Zoning By-law

The current Town of Kearney Comprehensive Zoning By-law No. 2022-20 was updated and approved by Council in 2022. For this reason, there are very minor amendments proposed to this document, with many of the amendments being recommended to align with the Official Plan update recommendations, or to align with Provincial updates.

Notwithstanding, the following recommendations are being made to the Town's current Zoning By-law:

4.2.1 CREATE LIMITED SERVICE RESIDENTIAL (LSR) ZONE

As mentioned during the Public Consultation Sessions, Private Road development is common throughout the Town, especially when it relates to Shoreline development and/or lot creation.

One thing that was identified through the Public Consultation sessions – the Town of Kearney contains a number of Private Roads, which are privately owned and maintained, and provide seasonal access to shoreline properties. Additionally, the Town features private roads which are privately owned, but municipally maintained on a seasonal basis. As such, on top of the municipally maintained roads which receive year-round service/Fire/EMS services, there are a number of other access roads which only receive seasonal service, and do not provide access for fire or EMS.

It is suggested that these properties, which access roads only receive seasonal service, be rezoned to a Limited Service Residential (LSR) Zone. This would identify to potential property owners that the property they are looking at is/is not a seasonal property, and whether access can be gained year-round. Additionally, it will answer any questions residents have on whether or not their properties can be accessed year-round.

Additionally, it allows additional requirements when stipulating things such as additional dwelling units, cabins/bunkies, etc. As properties which can be accessed year-round could be permitted additional uses than those within the Limited Service Residential (LSR) Zone.

4.2.2 ZONING BY-LAW SCHEDULE UPDATES

All current Schedules of the Town of Kearney Comprehensive Zoning By-law No. 2022-20 are proposed to be updated, for one (or more) of the following reasons:

- To reflect new zones, or boundaries of existing zones;
- To reflect Zoning By-law Amendments which have been approved in the last three (3) years;
- To identify Future Development areas, as discussed in Section 4.1.3 above; and
- To capture any additional information as requested by and in consultation with Town of Kearney staff and Council.

4.2.3 MINOR AMENDMENTS

In addition to the above-noted updates, the following tasks will be undertaken to ensure conformity with the updated Provincial Planning Statement (2024), the proposed Official Plan updates, and to ensure the updated Zoning By-law properly reflects the undertaken Public Consultation and discussions with Town staff.

- Incorporate On-Farm Diversified Use (OFDU) Policies;
- Review Lot Provisions and Setbacks;
- Review Natural Heritage Zones and Setbacks; and
- Review Additional Dwelling Unit (ADU) Policies.

4.3 Other Municipal Considerations

In addition to the documents being updated through this process – Corporate Strategic Plan, Official Plan, and Zoning By-law for the Town of Kearney – there were several comments raised through Public Consultation do not relate directly to these documents but can otherwise be addressed through other municipal tools in the future.

One municipal tool to consider in the future is a Community Improvement Plan (CIP), which is described in detail below.

4.3.1 COMMUNITY IMPROVEMENT PLAN

Community Improvement Plans are enacted under Section 28 of the *Planning Act* and are used to generate investment and redevelopment within certain areas and/or communities within a municipality by providing financial incentives, loans, and grants to, but not limited to:

- Business owners who are looking to update/renovate businesses located within a Plan Area;
- Residents looking to undergo exterior beautification/renovations to existing dwellings located within the Plan Area, including rural and agricultural areas;
- Redevelopment projects in areas where remediation of contaminated lands is required; and

- Other similar projects or private investments on property that would be mutually beneficial to both the developer and the municipality.

To understand how the Town can best utilize this tool, it is important to first understand what these plans are and what they can contain.

4.3.1.1 COMMUNITY IMPROVEMENT PLANS – INTERPRETATION AND IMPLEMENTATION

“Community Improvement”, “Community Improvement Plans”, and “Community Improvement Areas” are all defined under Section 28(1) of the *Planning Act*. These terms are defined as follows:

- **“community improvement”** means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefor, as may be appropriate or necessary;
- **“community improvement plan”** means a plan for the community improvement of a community improvement project area;
- **“community improvement project area”** means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason.

4.3.1.2 COMMUNITY IMPROVEMENT PLANS – TOWN OF KEARNEY GOALS AND OBJECTIVES

Policies related to Community Improvement Plans (CIP) – more specifically an outline of possible content within a potential Town of Kearney CIP – are discussed in Section 10 of the Town’s Official Plan. This Section states that:

[i]t is the Town's intention to encourage improvements to the quality of existing development, community facilities, and public services, particularly within the urban area to provide those additional community facilities as circumstances and finances permit.

Moving to Section 10.1, this Section proceeds to provide objectives for the application of Community Improvement Policies. These policies are as follows:

- a. Provide for the designation of "Community Improvement Project Areas" in areas of the Town that exhibit problems of instability, building deterioration, inadequate municipal services and facilities, or inappropriate arrangement of land uses.*
- b. Promote the long term stability and viability of designated "Community Improvement Project Areas."*
- c. Encourage the co-ordination of municipal expenditures and planning and development activity within designated "Community Improvement Project Areas."*
- d. Encourage residential intensification opportunities, such as mixed use and infill developments, accessory apartments, and residential conversion of upper floors of commercial buildings.*
- e. Stimulate private property maintenance and reinvestment activity.*
- f. Facilitate the cleanup and redevelopment of brownfield properties.*
- g. Enhance the visual quality of designated "Community Improvement Project Areas" through the recognition and protection of heritage buildings.*
- h. Reduce the detrimental effects of incompatible land uses in designated "Community Improvement Project Areas."*

- i. Upgrade physical services and social and recreational facilities in designated "Community Improvement Project Areas."*
- j. Promote the improvement of energy efficiency standards for residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses within the designated "Community Improvement Project Areas."*
- k. Support the creation of Affordable Housing by considering any municipally-owned, undeclared surplus land for Affordable Housing before any other use is considered.*
- l. Support the implementation of measures that will assist in achieving sustainable development and sustainable living.*
- m. Support the retention, protection and conservation of heritage properties or areas.*
- n. Foster the improvement of businesses and public spaces to remove barriers that may restrict their accessibility.*

Based on the above, should Council choose to move forward with designating portions of the settlement area as Community Improvement Project Areas, the above-noted policies, which will be reviewed through this update process, could be utilized and implemented on properties of interest.

4.3.1.3 COMMUNITY IMPROVEMENT PLANS – EXAMPLES OF FINANCIAL INCENTIVES/LOANS/GRANTS

The possible financial incentives, loans, and grants associated with Community Improvement Plans could take many different forms, such as:

- For Commercial Uses Only – located in any Zone:
 - Exterior Improvement Incentive;
 - Tax Increment Equivalent Grant (TIEG);
 - Development Incentives (related to Building Permit fees);
 - Accessibility Incentives;

- Townsite Development:
 - Townsite Residential Exterior Improvements (including costs related to beautification, landscaping, etc.);
 - Townsite Business Exterior Improvements (including costs related to beautification, landscaping, etc.);
 - Tax Increment Equivalent Grant (TIEG);
 - Development Incentives (related to Building Permit fees);
- Incentives for septic improvement/replacement
- Planning Application fee grant
- Agricultural Value-Added Grant
- Affordable housing

4.4 Next Steps

Following Council’s review and acceptance of this Background Summary at the next possible Regular Council Meeting, the Project Team will begin the process of scheduling the remainder of the Public Consultation Sessions. The intention of early scheduling is to ensure interested parties can be available, should they be interested in attending. As stated previously, these documents need to be usable by the public; the Project Teams wants to ensure there is adequate input, prior to presenting it to Council for their recommendation and ultimate approval.

The following events are still to be Scheduled, either with Council, Stakeholder and Agency Groups, and/or members of the Public:

- Council Planning Session – April 2025;
- Stakeholder and Agency Meeting – One (1) Scheduled – June 2025; and
- Public Open Houses – Three (3) Scheduled – between May and August 2025.

While these Engagement Sessions are being scheduled/undertaken, based on the comments received during the undertaken Public Consultation, the Project Team will begin the process of updating the Town’s Official Plan and Zoning By-law.

It is expected that the first draft of the Town's new Official Plan and Zoning By-law will be available in mid-to-late April 2025, with it being presented for public review and comment in May 2025.



5.0 Summary



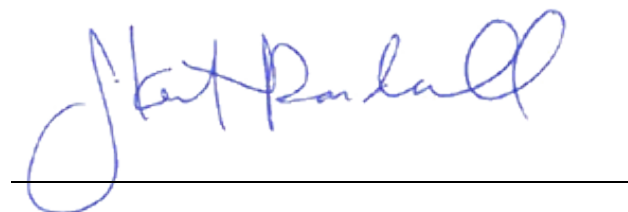
This Background Summary has been provided as a summary of the information gathered during our review of existing Town of Kearney Official Plan policies and Zoning By-law provisions, as well as the public consultation undertaken up to this point.

As discussed, residents, staff and Council have identified a number of areas of concern or priority that they would like to see articulated through policy. We have provided a number of suggestions based on these discussions, for Council's review and feedback. Please note that the Consultation period is still not over, and residents, members of Council, and other interested stakeholders are encouraged to submit their comments.

We look forward to continuing to work with the Town of Kearney on their updated Official Plan and Comprehensive Zoning By-law.

Respectfully submitted,

ECOVUE CONSULTING SERVICES INC.



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



Jessica Rae Reid, B.A
Planner



6.0 Appendices

6.1 Appendix A: Stakeholder and Agency Sessions: PowerPoint Presentation (January 11, 2025 and February 5, 2025)



Stakeholder and Agency Roundtables

UPDATE OF THE TOWN OF KEARNEY'S OFFICIAL PLAN AND ZONING BY-LAW,
AND CORPORATE STRATEGIC PLAN

TOWN OF KEARNEY, DISTRICT OF PARRY SOUND

FEBRUARY 5, 2025

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Today's Presentation





Background Information

HISTORICAL CONTEXT, POPULATION STATISTICS, AND
PLANNING HIERARCHY OF ONTARIO

Town of Kearney

Geographic Townships: Proudfoot
and Bethune

Area: 528.21 sq. km (203.94 sq. mi)

Population: 974 (2021)

- 0–14 years: 8.5%
- 15–64 years: 62.1%
- 65 years and over: 28.2%

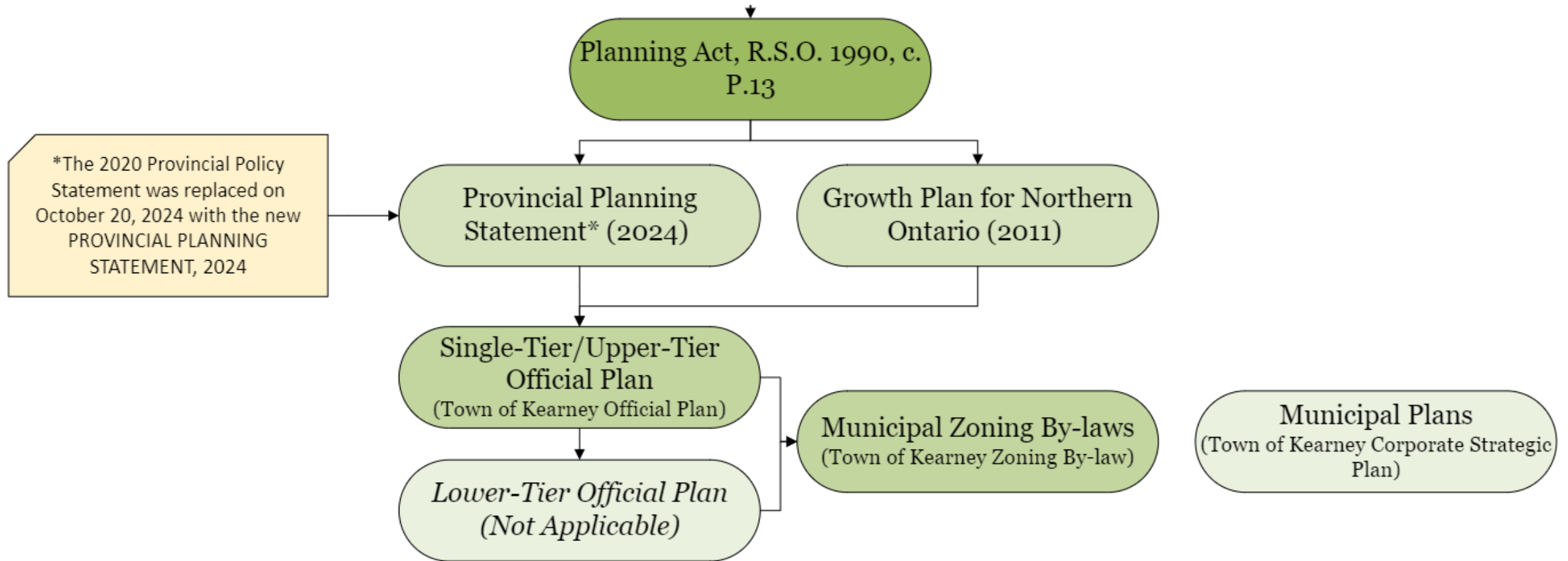




Planning Hierarchy of Ontario

THE *PLANNING ACT*, PROVINCIAL PLANNING STATEMENT
(2024), OFFICIAL PLANS, AND ZONING BY-LAWS

Planning Hierarchy





What is a Strategic Plan?

TOWN OF KEARNEY 2019–2025 STRATEGIC PLAN

What is a Strategic Plan?

- A Strategic Plan is essential for a Town's growth and sustainability. It provides a clear vision and direction, demonstrating to residents, investors, and government agencies that the Town is committed to achieving its long-term goals.
- The updated **Corporate Strategic Plan** is intended to build off the success of Council's direction from the 2019-2025 Strategic Plan through engagement with Council, staff, other key stakeholders, and the public.
- This plan will help prioritize resources, guide decision-making, and ensure that the Town can effectively allocate its budget toward high-impact projects.

Strategic Development Plan

2019-2025



ADOPTED BY

Kearney Town Council



What is a Strategic Plan?

- Visioning Session (January 29, 2025)
 - *A full-day planning session with Council and management staff to review stakeholder feedback and refine the strategic direction of the municipality.*
 - *This session will discuss the vision, mission, and values with a preliminary discussion about goals and action items.*
- Planning Session (Date TBD)
 - *A half-day planning session with Council and management staff to prioritize key goals.*
 - *Review the draft vision, mission, and values, discuss goals and actions in greater detail and prioritize each action item.*

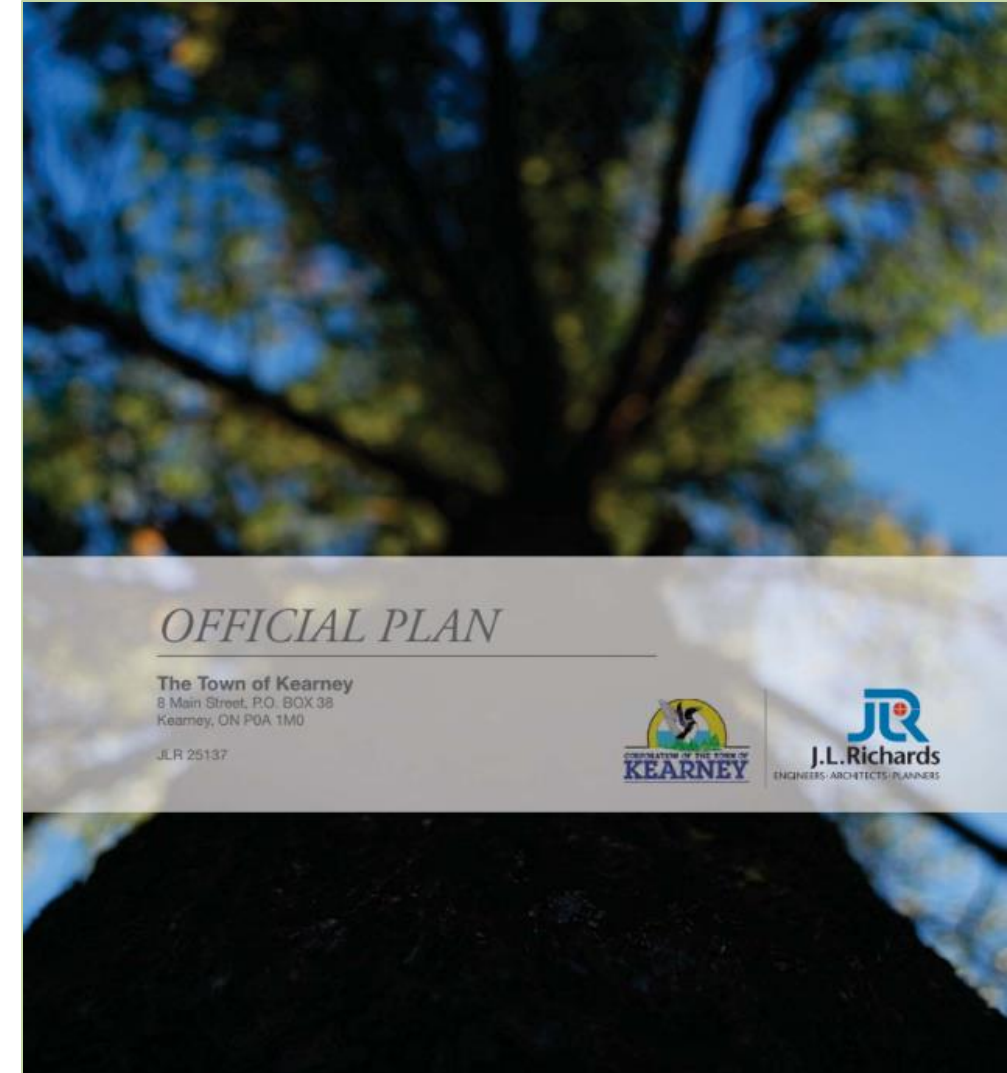


What is an Official Plan?

TOWN OF KEARNEY OFFICIAL PLAN (2016)

What is an Official Plan?

- Official Plans (OPs) provide the overall policy framework for orderly development and growth of a municipality over a twenty (20) year period
- OPs focus on matters such as:
 - When and how parts of the community should grow;
 - Where new housing, industry, offices shops, etc. should generally be located;
 - What services will be needed;
 - The division of land;
 - Protection of environmentally sensitive areas; and
 - Agricultural and aggregate lands





What is a Zoning By-law?

TOWN OF KEARNEY COMPREHENSIVE ZONING BY-LAW NO.
2022-20

What is a Zoning By-law?

- A Zoning By-law implements the Official Plan policies, goals, and objectives by regulating the use of land within a community
 - Provides a legal way to manage land use and future growth and helps to prevent land use conflicts.
- A Zoning By-law regulates, among other things:
 - how land may be used;
 - where buildings and other structures can be located;
 - the types of buildings that are permitted and how they may be used; and
 - the lot sizes and dimensions*, parking requirements, building heights and setbacks from the street.;
- The Town is divided into land use 'zones'; each zone has specific permitted uses and required lot standards

*lot sizes contained within the Zoning By-law do not apply to new lot creation; minimum lot requirements for new lots are contained in the Official Plan

Town of Kearney

Comprehensive Zoning By-law

No. 2022 - 20

Prepared for:



The Corporation of the Town of Kearney
8 Main Street, P.O. Box 38
Kearney, ON P0A 1M0

Prepared with:



J.L. Richards & Associates Limited
Engineers • Architects • Planners
217-469 Bouchard Street Sudbury, ON
P3E 2K8



EcoVue Consulting Services Inc.
311 George Street North
Suite 200
Peterborough, ON K9J 3H3

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

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SCHEDULE 'D' – Proudfoot (Sand Lake)			
SCHEDULE 'E' – Bethune (Lynx Lake)			



Why are we updating the Town's Official Plan and Zoning By-law?

TOWN OF KEARNEY OFFICIAL PLAN (2016) AND
TOWN OF KEARNEY COMPREHENSIVE ZONING BY-LAW NO.
2022-20

Why update?

- According to Section 26 of the Planning Act, it is the responsibility of municipalities to perform a complete update of their Official Plan every ten (10) years
- The Town of Kearney OP was approved by the Ontario Municipal Board (OMB)* in 2016
- There have been significant changes to the Provincial and municipal land use planning regime since the approval of the OP
 - This includes the very recent Provincial Planning Statement (PPS), which came into effect on October 20, 2024
- The Zoning By-law must also be updated to reflect changes made to the OP
 - The ZBL was last updated in 2022 – as such, there are minimal updates expected, aside from policy conformity with the OP and PPS

*the OMB has since become the Ontario Land Tribunal (OLT).



Discussion Questions

Discussion Questions

What type of development would you like to see within the Town?

Are there policies within the current Town of Kearney Official Plan that you find overly prohibitive of development?

Are there policies within the current Town of Kearney Official Plan that you find overly permissive of development?

Do you think the current Town of Kearney Official Plan policies applicable to the Town will permit the type of development that is necessary to continue to grow?

Please feel free to ask any questions or make any comments you'd like at this time.

You can also send thoughts/comments to the Project Team following this meeting.

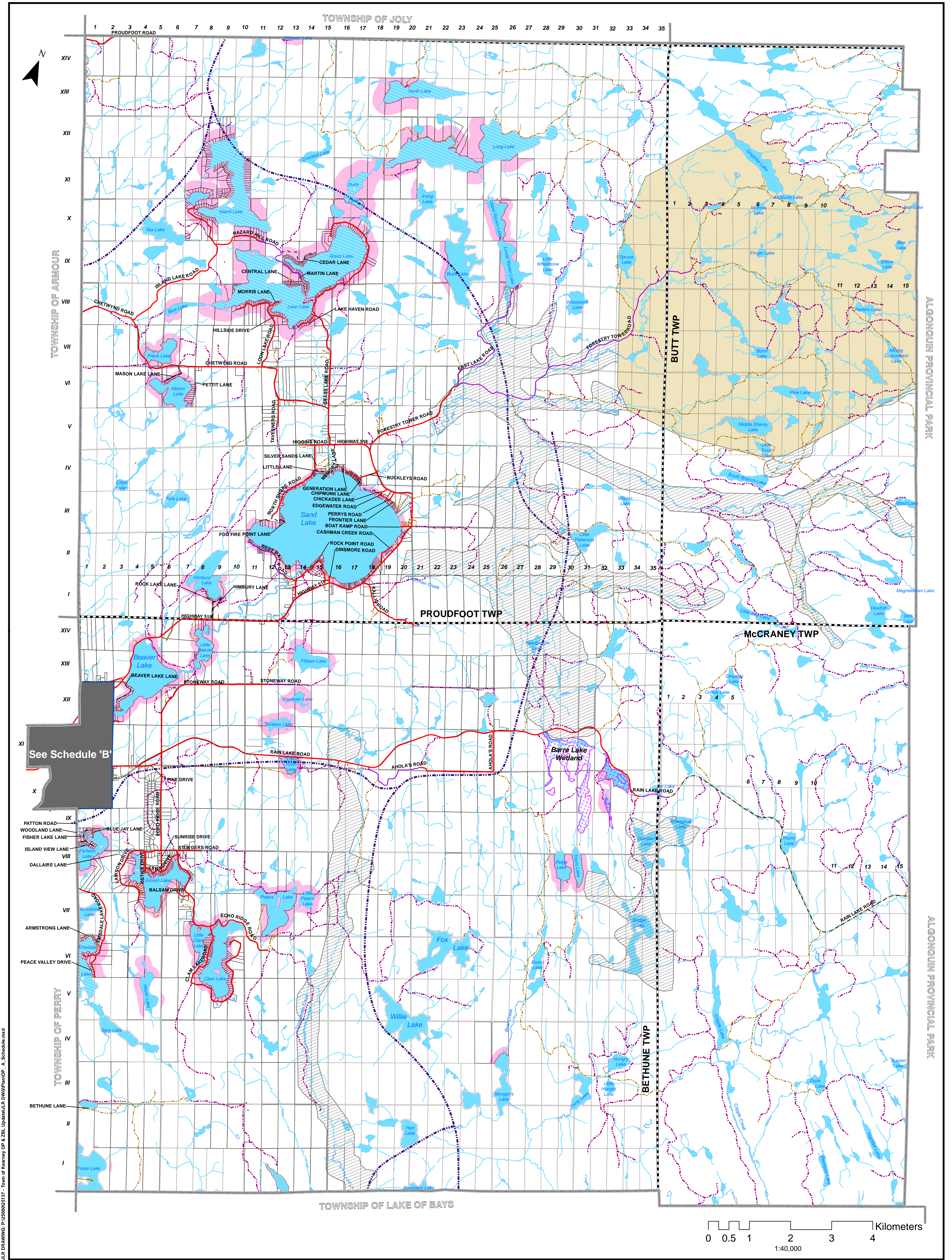


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harrop consulting.

Adrienne Harrop
Principal
Harrop Consulting
705-768-6770
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6.2 Appendix B: Town of Kearney Official Plan Schedules 'A' through 'C'



Official Plan Schedule 'A' Land Use and Transportation

Corporation of the Town of Kearney

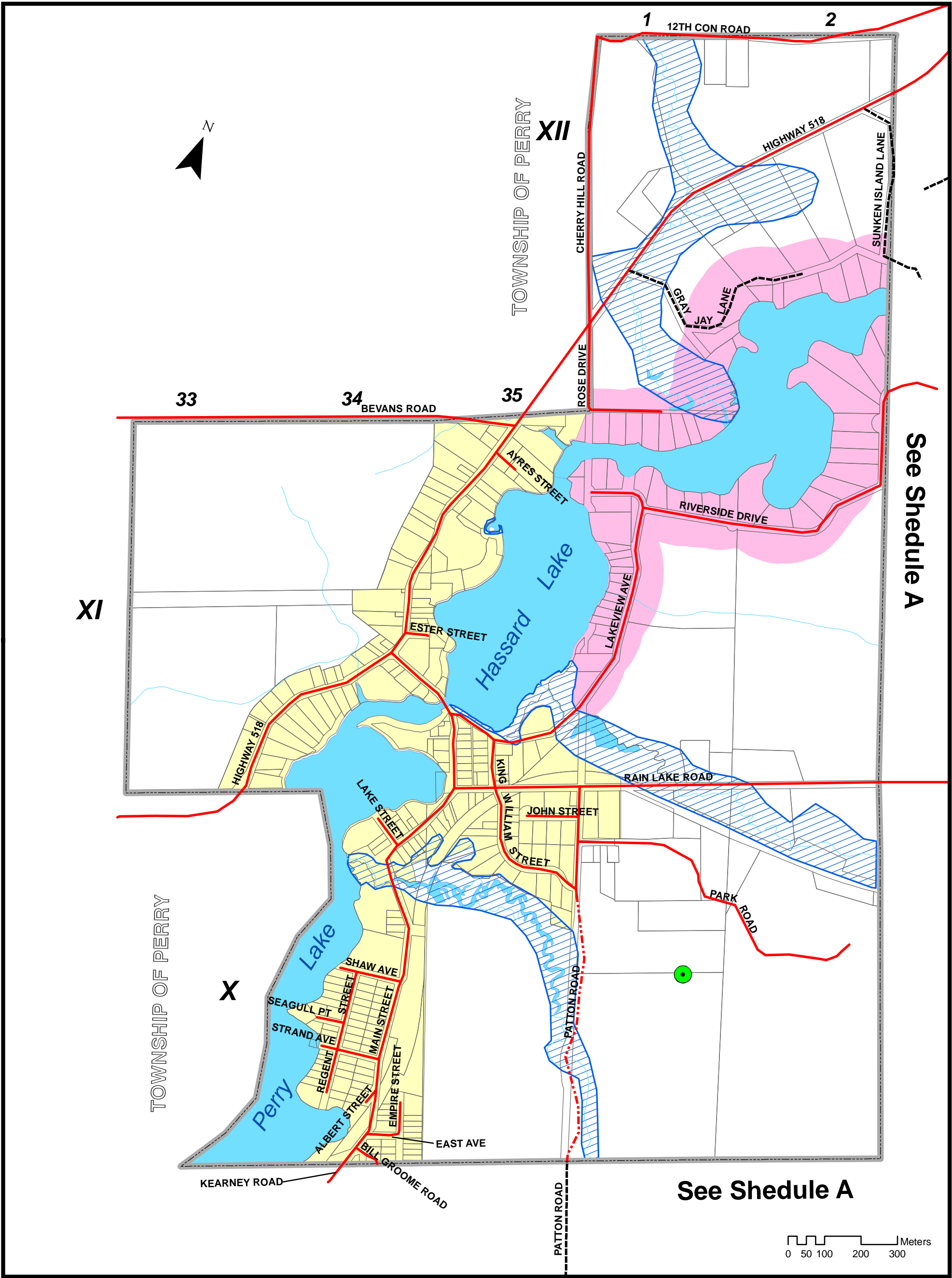
Legend

- | | | |
|---------------------------------------|------------------|--------------------|
| 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) | |
| | Accessway | |

Data Source: Source Data has been provided by the Ministry of Natural Resources, Ministry of Northern Development, Mines and Forestry and the Town of Kearney

J.L. Richards
J.L. Richards
16-Jan-2014

Path: P:\25000\25137 - Town of Kearney OP & ZBL Update\JLR DWG\Plan\OP_B_Schedule.mxd



**Official Plan
Schedule 'B'
Kearney Townsite
Land Use and Transportation**

**Corporation of the
Town of Kearney**

Legend

- | | | | |
|--|--------------------------------|--|---------------------|
| | Closed Waste Disposal Site | | Waterbody |
| | Townsite | | Stream |
| | Shoreline | | Year Round Road |
| | Rural Lands | | Seasonal Road |
| | Flood Plain Overlay | | Private Road |
| | Based on Aerial Interpretation | | Schedule B Boundary |



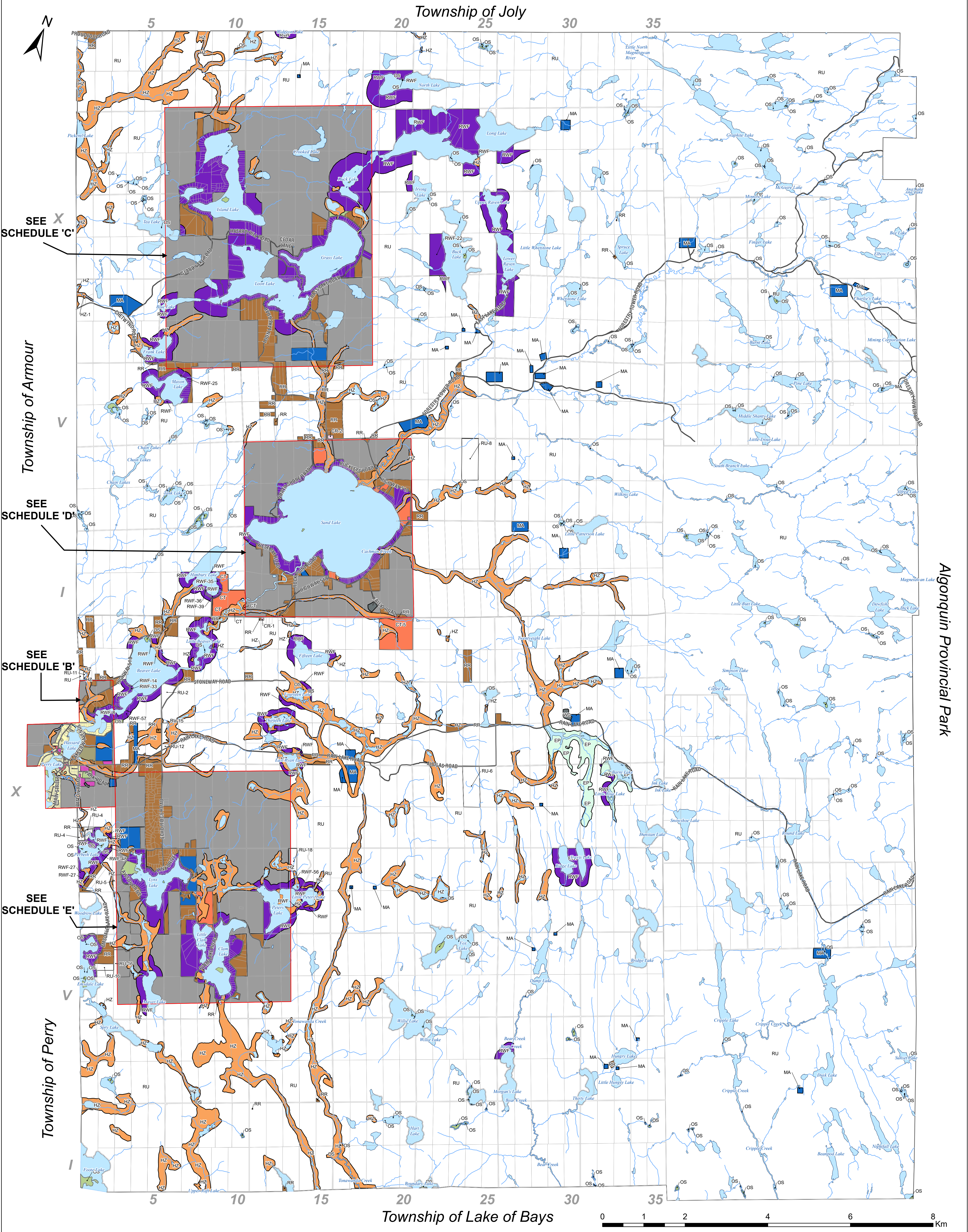
Print Date: 09-Sep-2013

Data Source: Source Data has been provided by the Ministry of Natural Resources and the Town of Kearney

6.3 Appendix C: Town of Kearney

Comprehensive Zoning By-law No. 2022-20

Schedules 'A' through 'E'



Corporation of the Town of Kearney Zoning By-law

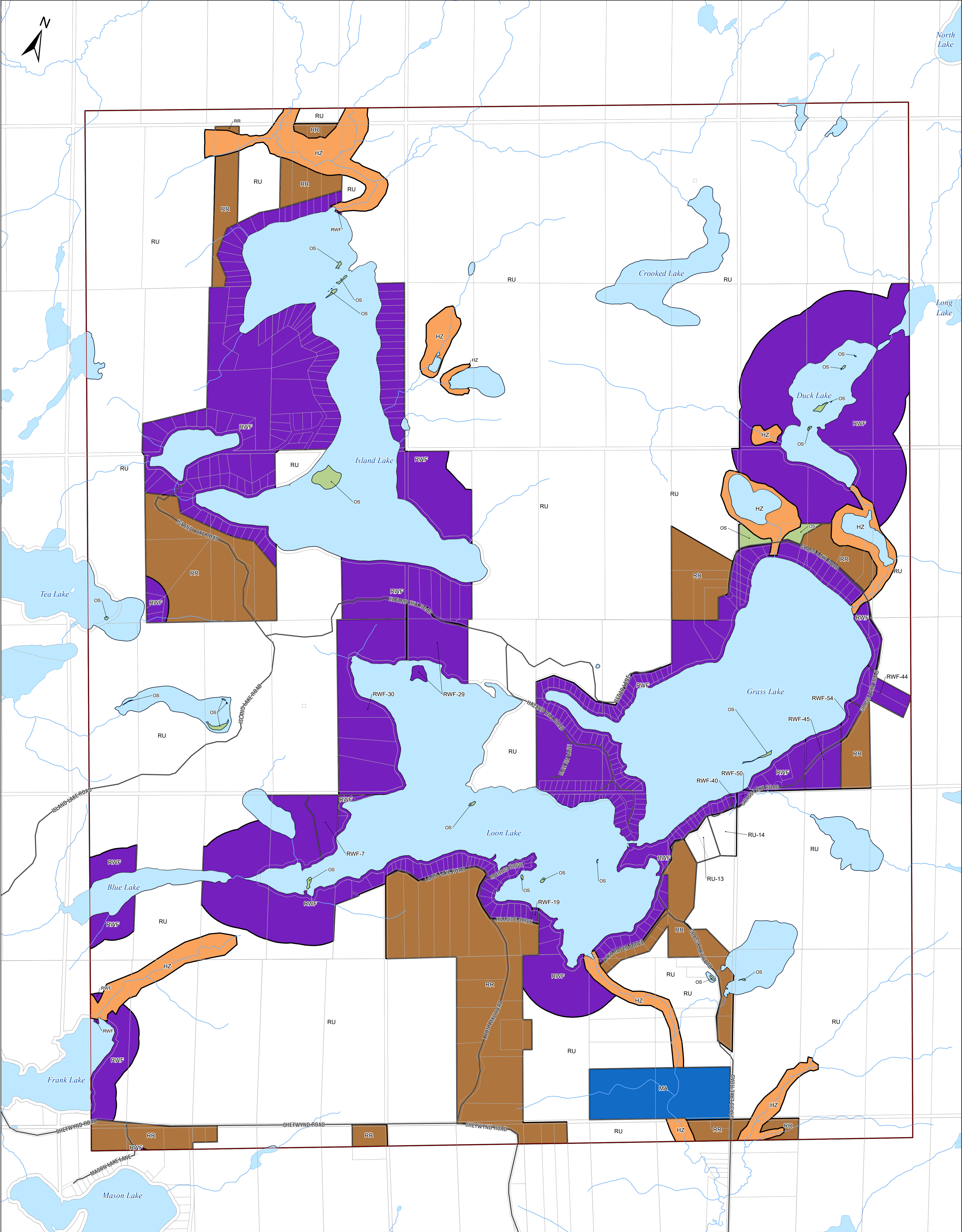
Schedule 'A' - Township of Kearney

Zone Legend

Lot and Concession Fabric	CR - Rural Commercial	I - Institutional	RTS - Residential Townsite
Roads	CT - Tourist Commercial	M - Industrial	RU - Rural
Waterbody	CTS - Commercial Townsite	MA - Mineral Aggregate	RWF - Waterfront Residential
Watercourse	EP - Environmental Protection	OS - Open Space	WD - Waste Disposal
	HZ - Hazard Lands	RR - Rural Residential	

DRAFT - MARCH 07, 2022





Corporation of the Town of Kearney Zoning By-law

Schedule 'C' - Proudfoot Township, Grass Lake, and Proudfoot Lake Area

Zone Legend

- Roads

Waterbody

Watercourse

Parcels

HZ - Hazard Lands

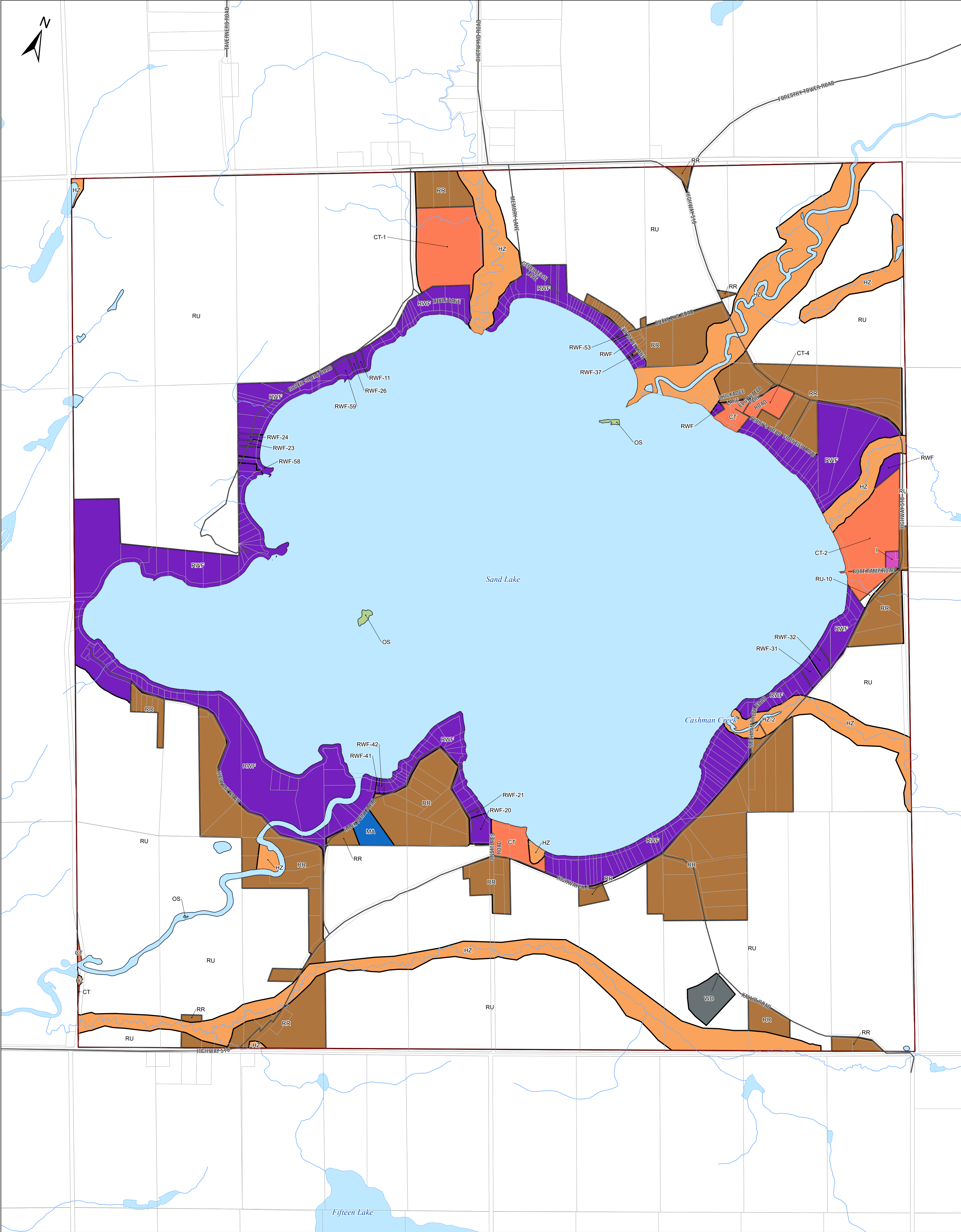
MA - Mineral Aggregate

OS - Open Space

RR - Rural Residential

RU - Rural

RWF -Waterfront Residential
- DRAFT - MARCH 07, 2022
-



Corporation of the Town of Kearney Zoning By-law

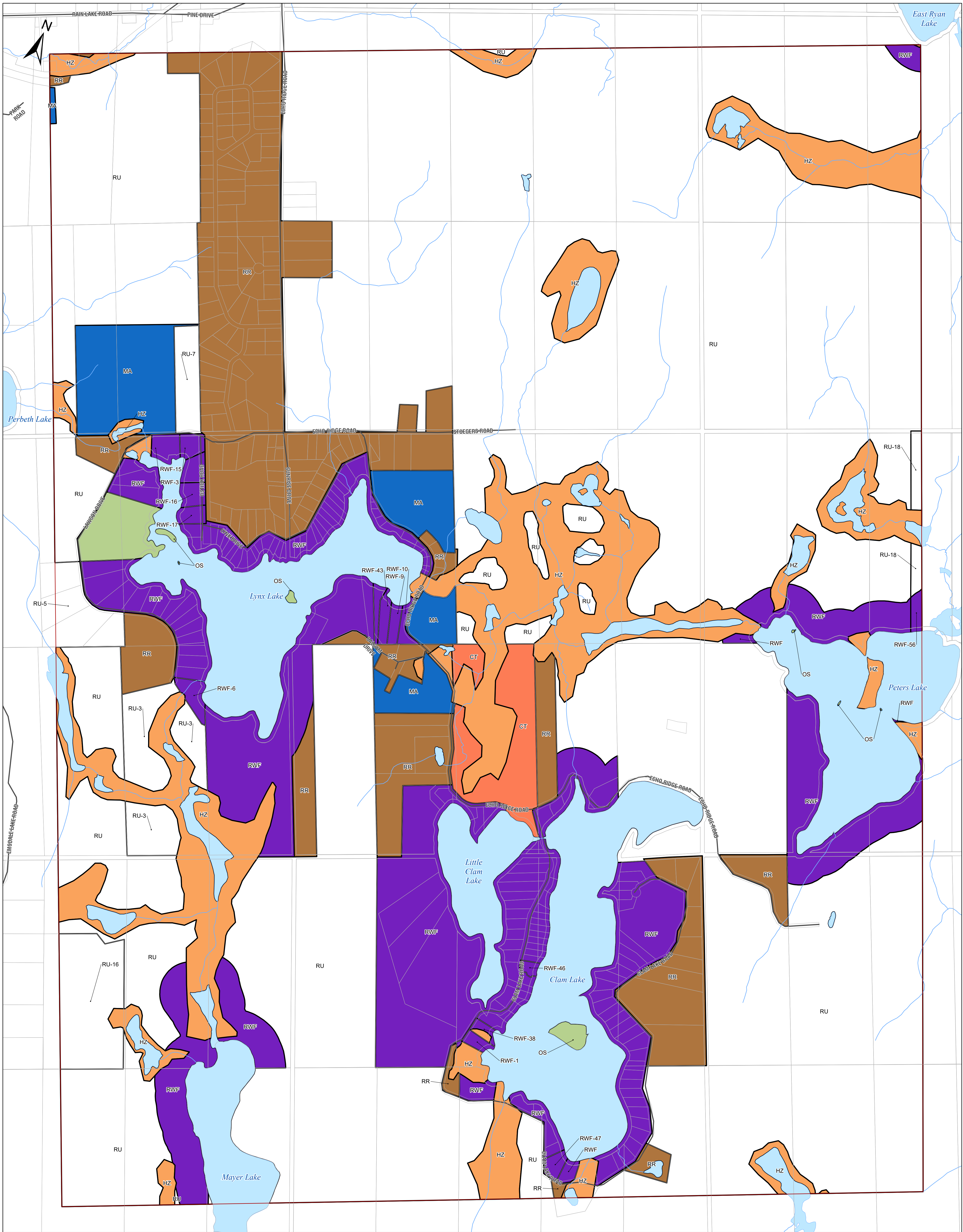
Schedule 'D' - Proudfoot Township and Sand Lake Area

Zone Legend

Roads	CT - Tourist Commercial	MA - Mineral Aggregate	RU - Rural
Waterbody	HZ - Hazard Lands	OS	RWF - Waterfront Residential
Watercourse	I - Institutional	RR - Rural Residential	WD - Waste Disposal
Parcels			

DRAFT - MARCH 07, 2022

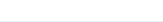


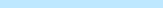


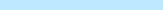


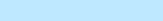





Corporation of the Town of Kearney Zoning By-law

Schedule 'E' - Bethune Township and Lynx Lake Area

Zone Legend

	Waterbody		CT - Tourist Commercial		RR - Rural Residential
	Watercourse		HZ - Hazard Lands		RU - Rural
	Roads		MA - Mineral Aggregate		RWF - Waterfront Residential
	Parcels		OS - Open Space		

DRAFT - MARCH 07, 2022





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Staff Report

Staff Report No. SR2025-23
Date: April 17, 2025
To: Mayor, Deputy Mayor and Members of Council
From: Jenny Leblond Interim Public Works Superintendent
Subject: RFQ – Transfer Station Monitoring and Install 2 new wells

RECOMMENDATION

THAT the Request for Quote for well monitoring and installation of 2 new wells at the King Williams Transfer Station be awarded to DM Wills and further the cost for well monitoring be \$78,775 plus HST over 6 years (2025-2030) and the cost of two new wells be \$14,050 plus HST plus the cost of drilling.

BACKGROUND

As per Ministry of Environment, Conservation and Parks (MECP) recommendations, the Transfer Station at King William was to add two more monitoring wells. The Town was also in need of a new contract for well monitoring services as per compliance with MECP.

DM Wills is our current environmental engineering firm and has been since 2016.

ANALYSIS/OPTIONS

Two quotes were received for annual well monitoring. The recommendation is for the lowest quote.

	Price (excluding HST)
Knights Piesold (over 5 years)	\$111,490 (plus lab fees)
DM Wills (over 6 years)	\$78,775 (lab fees included)

Two quotes were received for installation of 2 new monitoring wells. Recommend using the same firm as the well monitoring even though not the lowest price.

	Price (excluding HST)
Knights Piesold	\$9,000 plus cost to drill wells
DM Wills	\$14,050 plus cost to drill wells (also includes supplemental response letter to MECP based on Town and MECP comments valued at \$1,980)

Prepared by:

Jenny Leblond, Interim Public Works Superintendent



District of Parry Sound Municipal Association

c/o Township of McKellar, 701 Hwy 124 McKellar, ON P0G 1C0

President: Lynda Carleton

Secretary-Treasurer: Karlee Britton

Spring 2025 Agenda – 170th Meeting – Friday, May 23, 2025

Hosted by the Municipality of Callander

Callander Community Centre, 1984 Swale Street, Callander, ON P0H 1H0

8:15-9:00

Registration / Coffee sponsored by **TBA**

9:00-9:30

Introduction of the Head Table

Opening Remarks from Deputy Mayor Jordy Carr of the Municipality of Callander

ROMA Update *presented by* **ROMA Zone 9 Director, Mark Wilson**

FONOM Updated *presented by* **FONOM President, Danny Whalen**

9:30-9:45

Update on Highway 69 Expansion *presented by* **Kristin Franks Manager Regional Services and Relationships, Ministry of Transportation**

9:45-10:00

Parry Sound Area Founders Circle *presented by* **Co-Chair, Peter Istvan**

10:00-10:55

Asset Management for Low Volume Roads *presented by* **David Anderson, CET, President 4 Roads Management Services Inc.**

10:55-11:10

Coffee break sponsored by **TBA**

11:10-11:30

Pollinator Health: Protecting Honey Bees and Their Habitat in Our Communities *presented by* **Jaimie Board, Board's Honey Farm**

11:30-12:00

OPP Detachment Boards *presented by* **Lisa Darling, M.O.M. Executive Director, Ontario Association of Police Service Boards**

12:00-1:00

Lunch – Roast Beef Meal and Dessert by **Independence North Bay**

1:00-2:00

Trade Tariffs and their Impact on Municipalities, a discussion with:

Minister of Economic Development, Job Creation and Trade,

Vic Fedeli

2:00

Resolutions / Business Meeting

- Adoption of the Minutes of the Fall 2024 Meeting
- Minutes of the March 5, 2025 Executive Meeting
- Treasurer's Report August 1, 2024 to December 31, 2024
- Resolution to Provide Free Access to Integrity Commissioners for Council Members

Draw for Mystery Door Prize: Must be present to claim

Host and Date of Next Meeting: Friday, September 26, 2025, *hosted by the Township of Seguin at the Orrville Community Centre (1207 Highway 518)*

Adjournment



Staff Report

Staff Report No. SR2025-24
Date: April 17, 2025
To: Mayor, Deputy Mayor, and Members of Council
From: Cindy Filmore, Deputy Clerk
Subject: Council Remuneration

Recommendation:

That Council receive SR2025-24 Council Honoraria from Cindy Filmore, Deputy Clerk as information only.

Background:

As Council approaches the final year of their term, it is customary to review the annual Council Honoraria. This provides an opportunity for Council to consider the effort and time their role on Council requires and allows for consideration of upcoming challenges and needs of the municipality to be met. Such things as budgetary constraints, infrastructure and staffing requirements of the municipality, comparison to neighboring municipalities and the need/desire to attract desirable minds to the Council role all become part of this consideration.

As the current the bylaw states that honoraria "shall be paid", Council has discussed having the flexibility in the bylaw to allow members to not be paid should they not wish to which may perhaps result in changes to the bylaw to "may be paid".

Considerations:

Staff have drawn information from across the province as well as from the Almaguin area to better understand the complexities of this issue.

Our municipality currently offers Councillors \$950/month (or \$11,400 annually) and the Head of Council \$1300/month (or \$15,600 annually). Based on 24 meetings during 2024, the equates to a \$475 per meeting payment for Council Members and \$650 per meeting payment for the Head of Council. Any additional meetings, training, conferences, etc. are not currently "paid" and would be derivative of that amount (e.g. if a member of Council were to attend meetings outside of "regular" Council meetings, attend Conferences, etc., there is no recognized extra payment to do so).

The neighbouring municipality of Armour Township provides \$21,284 annually for their Mayor and \$15,818 per year for each Councillor. Based on the 29 meetings held last year, this amount provides \$733.93/meeting for the Mayor and \$545.44 per meeting for each Councillor.

Magnetawan provides their Mayor with roughly \$18000/yr (based on the 2022 amount of \$16,621.08 + yearly increases since that date comparative to their contractual obligations to their union contracts) and roughly \$13,000 to their Councillors (again, based on 2022 amounts + yearly increases similar to their CUPE union contracts). Magnetawan Council meets every 3 weeks which equals 17 meetings per year, meaning the Mayor receives \$1,058 per each Regular meeting and Council members receive \$764 per meeting. In addition to this "regular" pay, Council members receive a per diem rate for day seminars, conferences, training sessions, etc. of \$130, a \$75 special meeting rate for meetings **not** part of the regularly scheduled meetings and Council committee or Board meetings that are not part of the regularly scheduled meetings.

Perry Township recently updated their Council Honoraria, giving a 2% increase and bringing their Councillor honoraria up to \$14,332.56 annually and their Mayor's rate to \$ 20,477.11. Additionally, they provide a \$60.61 payment for attendance at the Joint Waste Management Committee meeting.

Further Information:

In a 2018 Study prepared by AMCTO, comparing Council Honoraria, various charts outline differentiations between rates of pay based on geographic location, on size of population, frequency of review, factors used to determine compensation, etc.. Below are a few of those charts for your consideration:

When was the last time that you reviewed council compensation in your municipality?	
Not sure	13%
Within the last year	33%
Within the last four years	43%
Within the last ten years	11%

What factors did you use to determine compensation for your councillors/head of council?	
Comparison to staff levels of pay	10%
Determined by fiscal capacity of the municipality	39%
Ensuring that councillor pay is competitive	39%
Review of neighbouring municipalities compensation levels	74%

Factors considered in council compensation reviews, by population size

	Ensuring councillor pay is competitive	Review of neighbouring municipalities compensation levels	Determined by fiscal capacity of the municipality	Comparison to staff levels of pay
Less than 4,999	28%	67%	42%	6%
5,000 – 9,999	41%	86%	39%	9%
10,000 – 24,999	43%	75%	32%	11%
25,000 – 49,999	50%	88%	38%	6%
50,000 – 99,999	50%	63%	44%	10%
100,000 – 249,999	64%	91%	45%	27%
More than 250,000	67%	50%	33%	17%

Council Salaries, by region

	Less than \$20,000	\$20,000 - 40,000	\$40,000 - 60,000	\$60,000 - 80,000	\$80,000 - 100,000	\$100,000 - 120,000	More than \$120,000
Head of Council							
Central Ontario	6%	41%	16%	9%	16%	3%	9%
Eastern Ontario	16%	68%	12%	4%	-	-	-
Northern Ontario	53%	41%	-	-	-	-	6%
Southwestern Ontario	15%	41%	13%	13%	11%	2%	4%
Members of Council							
Central Ontario	39%	39%	13%	-	6%	-	3%
Eastern Ontario	88%	13%	-	-	-	-	-
Northern Ontario	94%	6%	-	-	-	-	-
Southwestern Ontario	64%	31%	5%	-	-	-	-

TABLE 6

Council Honorariums, by region

	Per meeting	Less than \$5,000	\$5,000 - 10,000	\$10,000 - 20,000	\$20,000 - 40,000	\$40,000 - 60,000	\$60,000 - 80,000	More than \$80,000
Heads of Council								
Central Ontario	-	-	-	27%	55%	9%	-	9%
Eastern Ontario	6%	-	31%	17%	39%	8%	-	-
Northern Ontario	10%	24%	27%	25%	10%	-	3%	-
Southwestern Ontario	3%	6%	16%	38%	38%	-	-	-
Members of Council								
Central Ontario	-	-	8%	69%	15%	8%	-	-
Eastern Ontario	6%	8%	31%	47%	8%	-	-	-
Northern Ontario	15%	28%	42%	13%	1%	-	-	-
Southwestern Ontario	3%	18%	32%	44%	-	3%	-	-

Table 2.
Council Salaries, by population size

	Less than \$20,000	\$20,000 - 40,000	\$40,000 - 60,000	\$60,000 - 80,000	\$80,000 - 100,000	\$100,000 - 120,000	More than \$120,000
Heads of Council							
Less than 4,999	56%	41%	4%	-	-	-	-
5,000 – 9,999	31%	69%	-	-	-	-	-
10,000 – 24,999	6%	81%	14%	-	-	-	-
25,000 – 49,999	-	33%	42%	17%	8%	-	-
50,000 – 99,999	-	8%	23%	38%	31%	-	-
100,000 – 249,999	-	-	-	27%	45%	9%	18%
More than 250,000	-	-	-	-	-	20%	80%
Members of Council							
Less than 4,999	96%	4%	-	-	-	-	-
5,000 – 9,999	100%	-	-	-	-	-	-
10,000 – 24,999	77%	23%	-	-	-	-	-
25,000 – 49,999	36%	55%	9%	-	-	-	-
50,000 – 99,999	33%	58%	8%	-	-	-	-
100,000 – 249,999	-	75%	25%	-	-	-	-
More than 250,000	-	17%	33%	-	33%	-	17%

Table 3.
Council Honorariums, by population size

	Per meeting	Less than \$5,000	\$5,000 - 10,000	\$10,000 - 20,000	\$20,000 - 40,000	\$40,000 - 60,000	\$60,000 - 80,000	More than 80,000
Heads of Council								
Less than 4,999	11%	19%	34%	30%	6%	-	-	-
5,000 – 9,999	-	3%	7%	33%	57%	-	-	-
10,000 – 24,999	-	-	5%	10%	75%	10%	-	-
25,000 – 49,999	-	-	-	-	50%	25%	25%	-
50,000 – 99,999	-	-	-	-	20%	20%	20%	20%
100,000 – 249,000	-	-	-	-	-	-	-	-
More than 250,000	-	-	-	-	-	-	-	-
Members of Council								
Less than 4,999	15%	25%	48%	11%	1%	-	-	-
5,000 – 9,999	-	13%	17%	67%	3%	-	-	-
10,000 – 24,999	-	5%	10%	80%	5%	-	-	-
25,000 – 49,999	-	-	40%	40%	20%	-	-	-
50,000 – 99,999	-	17%	-	33%	33%	17%	-	-
100,000 – 249,999	-	-	-	50%	-	50%	-	-
More than 250,000	-	-	-	-	-	-	-	-

Table 2.

Average Head and Member of Council Honorarium or Salary by Population Size, Region

REGION	POPULATION						
	Less than 4,999	5,000 – 9,999	10,000 – 24,999	25,000 – 49,999	50,000 – 99,999	100,000 – 249,000	More than 250,000
Head of Council Honorarium							
Province-wide	\$9,822	\$19,117	\$28,116	\$42,727	\$36,842.95	-	-
Eastern Ontario	\$13,901	\$14,075	\$30,129	\$22,584	\$23,434	-	-
Central Ontario	\$15,368	\$25,311	\$26,276	\$47,484	\$95,630	-	-
South-western Ontario	\$9,873	\$16,196	\$26,772	\$30,554	\$29,750	-	-
Northern Ontario	\$9,713	\$15,578	\$28,987	-	-	-	-
Member of Council Honorarium							
Province-wide	\$6,860	\$11,947	\$14,966	\$15,498	\$22,029.22	\$33,894	-
Eastern Ontario	\$10,020	\$10,089	\$16,090	\$7,362	\$13,278	-	-
Central Ontario	\$11,292	\$17,721	\$15,273	\$25,551	\$32,693	-	-
South-western Ontario	\$6,330	\$9,528	\$13,155	\$17,924	\$17,500	\$33,894	-
Northern Ontario	\$6,361	\$9,237	\$14,499	\$19,292	\$22,735	-	-
Head of Council Salary							
Province-wide	\$18,779	\$24,055	\$31,721	\$52,592	\$68,305	\$93,087	\$157,496
Eastern Ontario	\$34,962	\$43,054	\$34,429	\$45,396	\$54,964	-	-
Central Ontario	\$20,129	\$25,341	\$33,344	\$62,826	\$81,550	\$107,290	\$159,777
South-western Ontario	\$19,203	\$19,499	\$29,245	\$48,724	\$61,716	\$86,079	\$154,075
Northern Ontario	\$17,159	\$23,769	\$32,926	-	-	-	-
Member of Council Salary							
Province-wide	\$12,199	\$13,397	\$17,703	\$24,841	\$26,241	\$35,442	\$75,085
Eastern Ontario	\$18,632	\$20,689	\$18,309	\$16,006	\$22,416	-	-
Central Ontario	\$17,764	\$15,240	\$19,670	\$29,321	\$37,884	\$43,438	\$91,037
South-western Ontario	\$11,208	\$12,357	\$15,945	\$24,791	\$19,755	\$32,175	\$43,182
Northern Ontario	\$10,266	\$11,323	\$16,463	-	-	\$35,788	-

On top of these charts, considering that the Cost of Living increase from 2018 (date of study) to 2025 (today) has been 23.02%. If reflective of the figures given in the study, this would point to Northern Ontario Councillors now receiving between \$7825.23 and \$15,007.70 annually while Mayors should now be receiving somewhere between \$11,948.82 and \$23,101.71 per year.

Setting the Council Honoraria rates at \$14,400 annually (\$1,200/month) and the Mayor's rate at \$19,200 annually (\$1600/month) would ensure:

1. **Alignment with Neighboring Municipalities:** The current honoraria rates for Kearney's Council members and Mayor are significantly lower than those of neighboring municipalities. Increasing the rates will ensure fair compensation and align Kearney with regional standards.
2. **Recognition of Effort and Time:** Council members and the Mayor dedicate substantial time and effort to their roles, including preparation, participation in meetings, and community engagement. Higher honoraria will better reflect their contributions and encourage continued dedication.
3. **Attracting Qualified Candidates:** Competitive honoraria rates can attract more qualified and committed individuals to serve on the Council, enhancing the overall effectiveness and governance of the municipality.
4. **Financial Viability:** The proposed increase is financially viable within the municipality's budget and will not impose undue strain on resources.

Conclusion

The proposed increase in honoraria payments is a positive step towards ensuring fair compensation for Kearney's Council members and Mayor. It aligns with neighboring municipalities, recognizes the effort and time dedicated to their roles, and attracts qualified candidates for effective governance.

Prepared by:



POLICY: Tree Canopy and Natural Vegetation

BACKGROUND AND PURPOSE

Section 270 (1) (7) of the *Municipal Act*, 2001, S.O. 2001, c.25 requires a municipality to adopt a plan which describes how to protect and enhance the tree canopy and natural vegetation. The purpose is to offer a summary understanding of local vegetation, conservation considerations and promote best practices for a sustainable tree canopy in the Township's settlement areas as well as on its shorelines and rural residential properties.

WHO IS IT FOR?

This policy applies to all properties and development, on public and private lands, in the Town of Kearney. It is a resource which can be referred to and utilized as guiding principles for residential, commercial and Township purposes.

WHAT IS A TREE CANOPY?

"Tree canopy" or "tree cover" includes all areas of coverage by plant material exceeding 1.5 metres in height, and the extent of tree canopy in excess of 10 years maturity. The canopy includes the layer of leaves, branches and stems that cover the ground when viewed from above.

BENEFITS

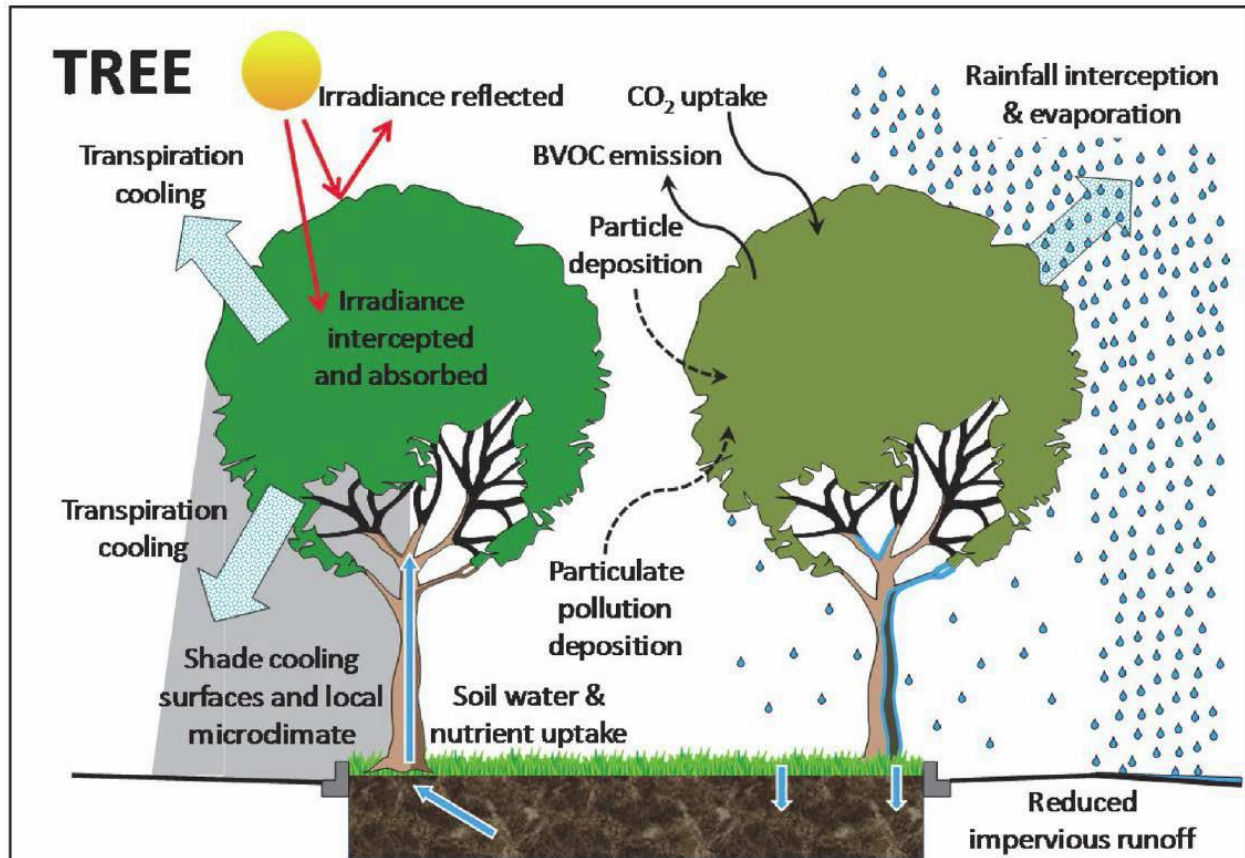
There are several benefits to an urban tree canopy, including:

- A mature urban tree canopy creates shade, which lowers energy consumption for a community.

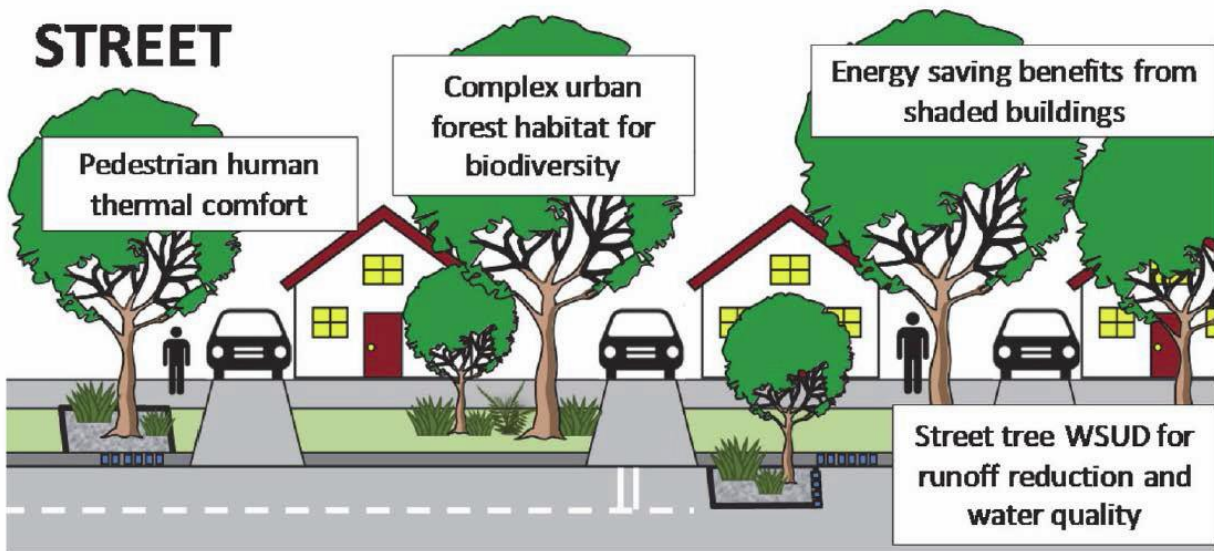
This is accomplished via the direct link of shading properties and the buildings therein;

- Reduces air pollution;
- Increases property value;
- Provides shelter for wildlife;
- Improves the usability of public parks;
- Improves the aesthetics of properties;
- Assists in stormwater management;
and
- Prevents erosion, especially along slopes.

The following from Water the Journal of Environmental Quality illustrates the above:



BVOC = Biological volatile organic compounds



WSUD = Water Sensitive Urban Design

NATIVE PLANTINGS

When planting any vegetation, local species/native vegetation should be utilized. Some examples of local species/native vegetation are included in Schedule “A”.

WHERE TO PLANT

Consideration should be given to where trees and vegetation are planted. Prior to planting a tree, property lines, utilities (power lines, buried water/sewer laterals or other ‘hard’ infrastructure) should be considered. The location of a tree should take into context its future size as it relates to a building’s foundation and roof.

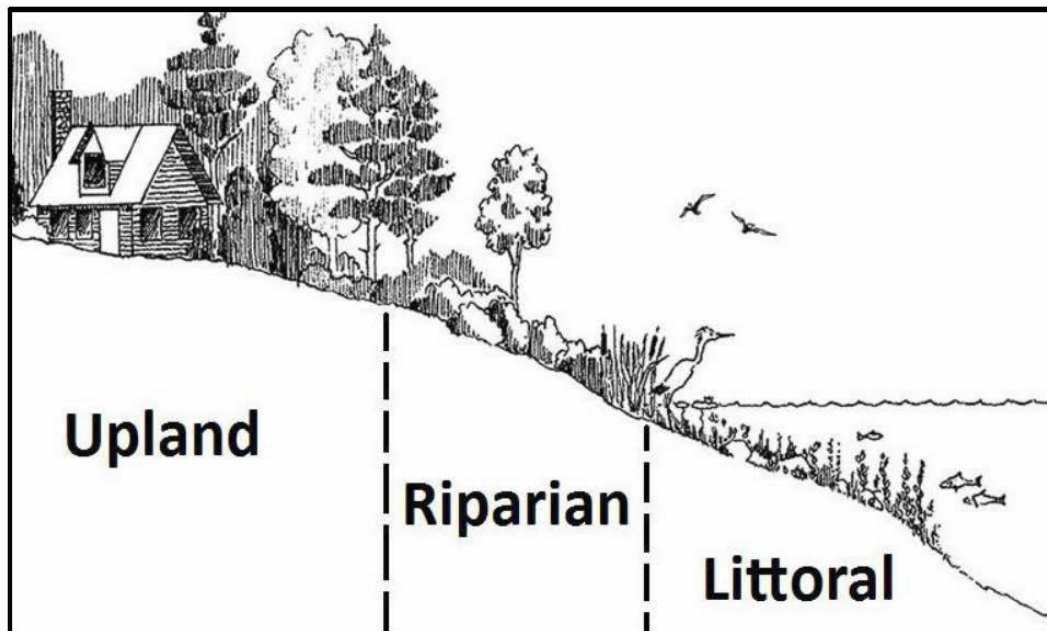
SHORELINE VEGETATION

Vegetated areas adjacent to watercourses, lakes, rivers and wetlands are known as shoreline buffers. Shoreline buffers protect water from pollutants by filtering contaminants, providing habitat for native species and preventing shoreline erosion.

Shoreline buffers should be:

- At least 20 metres upland from the shore or greater as recommended by the Ministry of Natural Resources and Forestry.
- Be composed of natural vegetation with a broad corridor of undisturbed vegetation.
- Not be grassed.
- Avoid shoreline hardening.

The types of vegetation by zone are illustrated below.



Courtesy of the Muskoka Watershed Council 2013

MAINTENANCE AND PRESERVATION

Trees and vegetation require special care and treatment. If it appears the vegetation is struggling, it is recommended you speak to a professional.

COMMERCIAL / INDUSTRIAL USES

In addition to this policy applying to single detached homes and smaller residential uses, it can also provide guidance to commercial/multiple residential developments.

In addition to the benefits listed previously, increased vegetative buffers help beautify commercial properties and match the natural beauty of the Town of Kearney.

Other benefits that can be considered:

- Green parking lots to reduce stormwater flows and the costs of stormwater maintenance.
- Vegetated aisles and parking islands to increase shaded areas and reduce micro climates.
- Green roofs to reduce total stormwater runoff and enhance the urban canopy.

The Corporation of the Town of Kearney

Schedule “A”

Trees	Shrubs	Partial Shade	Full Sun	Shoreline
Riparian Zone Balsam Fir Red Maple Tamarack Black Spruce Eastern Hemlock Medium Sized Chokecherry Pin Cherry Serviceberry Striped Maple Ironwood Eastern White Cedar Large Sized Bur Oak Red Oak Silver Maple Trembling Aspen White Birch Red Spruce Eastern White Pine Butternut Sugar Maple	Black Chokeberry Nannyberry Northern Bush Honeysuckle Pagoda Dogwood Red Osier Dogwood Smooth Wild Rose Swamp Rose Sweet Gale Winterberry Holly Common Elderberry Highbush Cranberry Lowbush Blueberry Meadowsweet Serviceberry Steeplebush	Bearberry Bloodroot Bunchberry False Solomons Seal Jack-in-the-pulpit Wild Columbine Foamflower Ostrich Fern	Black-eyed Susan Big Bluestem Grass Canada Goldenrod Common Milkweed Flat-topped Aster New England Aster Pearly Everlasting	Blue Flag Iris Blue Vervain Boneset Cardinal Flower Swamp Milkweed Joe Pye Weed White Turtlehead

DISCLAIMER

This policy does not take priority over any By-laws, Resolutions or Agreements of the Town of Kearney Council.



Pregnancy and Parental Leave for Members of Council Policy

Date Approved:

Department Responsible: Council Services

Revision Dates: n/a

Review Date: April 2025

Status: Active

1. Policy Statement

- 1.1 This policy provides guidance on how the Town of Kearney addresses a Council Member's pregnancy or parental leave. Council recognizes that a Member of Council has the right to take pregnancy or parental leave pursuant to s.259(1) subsection (1.1) of the Municipal Act, 2001.
- 1.2 The Town of Kearney is committed to ensuring an equitable work environment for members of Council.
- 1.3 The Town of Kearney provides pregnancy and parental leaves to Members of Council. The policy recognizes that Members of Council maintain all rights and privileges of their office when on pregnancy or parental leave, and can exercise those rights at anytime.

2. Scope

- 2.1 This policy applies to all Members of Council in accordance with s. 270 of the Municipal Act, 2001.

3. Definitions

- 3.1 Pregnancy or Parental Leave: A Council member who is absent for 20 consecutive weeks or less if the absence is result of the member's pregnancy, the birth of the member's child or the adoption of a child by the member in accordance with s. 259(1.1) of the Municipal Act, 2001.
- 3.2 Council Member: means an elected member of the Town of Kearney Council.

4. Policy

4.1 Procedures

The Town of Kearney supports a Member of Council's right to pregnancy and/or parental leave in keeping with the following principles:

- 4.1.1 A Member of Council is elected to represent the interests of their constituents.
- 4.1.2 A Member of Council's pregnancy and/or parental leave does not require Council approval and their office cannot be declared vacant as a result.
- 4.1.3 A Member of Council is entitled to continue to receive communication from the Town of Kearney (ie: Council packages, email and meeting invitations), as if the Member were not on Leave, in accordance with the wishes of the Member.
- 4.1.4 A Member of Council on Pregnancy and/or Parental Leave reserves the right to participate as a Member at any time during their Leave.
- 4.1.5 A Member of Council on Pregnancy and/or Parental Leave shall continue to receive all remuneration, reimbursements and benefits afforded to all Members of Council.

4.2 Leave of Absence

Each Member of Council shall be entitled to a leave of absence from the meetings of the Town of Kearney on account of pregnancy and/or parental leave, subject to the following:

- 4.2.1 The Member shall be entitled to no more than twenty (20) consecutive weeks Leave in any 52-week period; and two (2) twenty (20) consecutive weeks Leave per Term of Council.
- 4.2.2 A Member of Council shall notify the Clerk and the Mayor of their intent to take a Leave at least 2 weeks prior, if possible. The notice should include:
 - The start date of the Leave and the expected return date; and
 - Information regarding which duties, if any, will continue to be undertaken by the Member of Council during the Leave.
- 4.2.3 The Mayor may make temporary appointments to any committees or boards if required.
- 4.2.4 Notwithstanding, at any point in time during a Member's pregnancy or parental leave, the Member may provide written notice to the Clerk and the Mayor of their intent to lift any of the temporary appointments to

exercise their statutory role. The member shall provide written notice to the Clerk and the Mayor of any changes to their return date.

- 4.2.5 If a Member of Council is absent from a meeting due to pregnancy and/or parental leave, the Clerk will record the reason for the absence in the minutes of the meeting.

5. Roles and Responsibilities

Members of Council and Council Services Department are responsible for adhering to the parameters of this policy.

6. References and Related Documents

Municipal Act, 2001, S.O. 2001, c. 35- Section 259 (1.1) and Section 270.

7. Attachments

None.

Schedule “A” By-law 2025-XX

Staff Council Relations Policy

1.0 PURPOSE

The purpose of this policy is to ensure that the relationship between members of Council and the Officers and Employees of the Town of Kearney is co-operative, supportive, and positive with a clear understanding of the respective roles and responsibilities. Section 270 (1) of the *Municipal Act, 2001*, as amended, requires that the municipality adopt and maintain a policy with respect to the relationship between members of Council and the Officers and Employees of the Corporation.

2.0 SCOPE

This policy applies to all Staff and members of Council of the Town of Kearney in their interactions with Staff, volunteers, consultants and contractors that work on behalf of the Corporation.

3.0 CONTENT

3.1 Joint Role of Council and Staff

The role of Council is to govern and provide direction as a whole. The role of Staff is to provide professional advice, implement Council's decisions and manage public service delivery. Although the roles of Council and Staff are distinct, they are interdependent, each one requiring the other to fulfill the Municipality's mandate and purpose.

Both Council and Staff are expected to:

- Demonstrate a commitment to accountability and transparency among Council and Staff and with the general public;
- Demonstrate leadership by making sound decisions based on knowledge areas of expertise and sound judgment;
- Maintain confidentiality in all matters where information is protected under law and/or during the course of business as prescribed in the *Municipal Act* and the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*;
- Enhance public understanding of the political process by providing information about decision making processes;
- Uphold the decisions of Council, regardless of personal opinion or belief, and commit to the implementation of those decisions;
- Refrain from publicly criticizing members of Council or Staff; and
- Seek to achieve a team approach in an environment of mutual respect and trust, with acceptance of the different roles in achieving Council's objectives.

3.2 Respectful Reporting Relationship

The formal relationship between Staff and members of Council is one of mutual respect ensuring that all members of Staff and Council are treated equally. There is a municipal governing authority in place whereas:

- Council's only Staff member is the CAO and all other Staff report directly to the CAO or a Department Manager.
- Council members are to direct concerns to the Mayor and/or Chief Administrative Officer (CAO) for their consideration.
- Staff are to direct concerns to the CAO or their respective Manager.
- Routine questions from a member of Council or access to information that is readily available to a member of the public can be provided by Staff the same way we serve all citizens.

3.3 Respect for Time

Priorities and timelines must be respected by all members of Council and Staff. It is expected that all participants will be well prepared for meetings and will prioritize appropriately, according to direction given by management or Council.

3.4 Role of Council

Section 224 of the *Municipal Act, 2001* defines the role of Council:

"It is the role of Council,

- a) to represent the public and to consider the well-being and interests of the municipality;
- b) to develop and evaluate the policies and programs of the municipality;
- c) to determine which services the municipality provides;
- d) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
- d.1) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- e) to maintain the financial integrity of the municipality; and
- f) to carry out the duties of Council under this or any other Act."

Section 225 of the *Municipal Act, 2001* defines the role of the Mayor:

"It is the role of the head of Council,

- a) to act as chief executive officer of the municipality;
- b) to preside over Council meetings so that its business can be carried out efficiently and effectively;
- c) to provide leadership to the Council;
- c.1) without limiting clause (c), to provide information and recommendations to the Council with respect to the role of Council described in clauses 224 (d) and (d.1);
- d) to represent the municipality at official functions; and
- e) to carry out the duties of the head of Council under this or any other Act."

Section 226.1 of the *Municipal Act, 2001* defines the role of the head of Council as chief executive officer:

"As chief executive officer of a municipality, the head of Council shall:

- a) uphold and promote the purposes of the municipality;
- b) promote public involvement in the municipality's activities;
- c) act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and

- d) participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.”

In carrying out these defined roles, members of Council shall:

- Govern the management of the organization through the CAO;
- Respond to concerns from the public in accordance with the municipality’s applicable policies;
- Acknowledge that members of Council do not have an administrative or managerial role in the day to day business of the organization;
- Adhere to the code of conduct for members of Council and the oath of office sworn at the inaugural meeting of each term of Council;
- Acknowledge that only Council as a whole, through resolution or by-law, has the capacity to direct Staff members to carry out specific tasks or functions;
- Acknowledge that the Mayor, an individual member of Council or informal groups of members of Council cannot make decisions on behalf of Council unless authorized by Council or statute;
- Acknowledge that members of Council on municipal boards and committees cannot direct Staff to carry out specific tasks or functions unless authorized by Council as a whole or by statute;
- Refrain from directing or requesting Staff to undertake an action, prepare a report for Council or committee, expend funds or commit resources beyond the normal course of public service delivery levels acknowledging that Staff shall only act upon direction received from the whole of Council or the CAO;
- Refrain from requesting that Staff act against municipal policies, by-laws or other legislation;
- Refrain from suggesting to Staff what their recommendation should be in a report to Council;
- Refrain from using their position to improperly influence Staff in their duties or functions to gain an advantage for themselves or others;
- Refrain from publicly criticizing individual members of Staff in a way that could cause harm to their reputation, professional competence and credibility;
- Request the CAO’s input prior to making important policy decisions;
- Direct concerns regarding departmental activities to the Mayor and/or CAO;
- Discuss issues with the CAO who will then advise Staff of questions that may arise prior to committee or Council meetings whenever possible; and
- Refrain from behaviour that could constitute an act of disorder or misbehaviour; is an abuse of power or otherwise amounts to discrimination, intimidation, harassment, verbal abuse, or the adverse treatment of others; or prejudices the provision of a service or services to the community.

3.5 Role of Staff

Section 227 of the *Municipal Act, 2001* defines the role of Staff:

“It is the role of the Officers and Employees of the municipality,

- a) to implement Council’s decisions and establish administrative practices and procedures to carry out Council’s decisions;
- b) to undertake research and provide advice to Council on the policies and programs of the municipality; and

- c) to carry out other duties required under this or any Act and other duties assigned by the municipality.”

In carrying out these defined roles, Staff shall:

- Provide timely reports to Council outlining factors that will assist in their decision-making process and provide information based upon professional expertise and good judgement, and free from undue influence from any individual member or members of Council;
- Research policy issues as required;
- Carry out, to the best of their ability, implementation of Council approved policies, programs, and decisions;
- Manage and identify the means for achieving corporate goals and outcomes;
- Provide appropriate follow-up to Council inquiries and keep members of Council up-to-date and informed, as appropriate;
- Respond to inquiries from Council members in accordance with the municipality’s applicable policies;
- Recognize that Council is the elected voice of the citizens of the municipality and respect the decisions of Council;
- Treat all members of Council equally;
- Refrain from behaviour that could constitute an act of disorder or misbehaviour; is an abuse of power or otherwise amounts to discrimination, intimidation, harassment, verbal abuse, or the adverse treatment of others; or prejudices the provision of a service or services to the community.

3.6 Expectations of Information Flow Outside of Regular Business Hours

It will not be expected that responses will be sent or actions taken by Staff outside of regular administrative business hours with the exception of emergencies.

3.7 Individual Customer, Ratepayer, and Employee Information

Members of Council are not provided access to information that is protected under MFIPPA or other relevant privacy legislation. Freedom of Information (FOI) and MFIPPA requests can be made by any member of the public, including Council and Staff members.

3.8 Dispute Resolution

If a member of Council encounters an issue related to this policy, they should discuss their concerns with the Mayor and/or CAO. If a Staff member encounters an issue related to this policy, they should discuss their concerns with the CAO.

3.9 COMMUNICATION OF POLICY

This policy will be provided to each member of Council and Staff by email and will be posted on the municipal website.

4.0 CONNECTIONS TO OTHER POLICIES, BY-LAWS OR LEGISLATION

This policy works in conjunction with, and is regulated by:

- Council Code of Conduct
- Municipal Act
- Municipal Freedom of Information and Protection of Privacy Act
- Procedural By-Law

5.0 REVIEW

This Council-Staff Relations Policy will be reviewed minimally once per term of Council or as requested by the CAO, Council or as directed by legislation.

DRAFT



Staff Report

Staff Report No. SR-2025-25
Date: April 9th, 2025
To: Mayor, Deputy Mayor, and Members of Council
From: Paul Schaefer, Fire Chief
Subject: Alternate CEMC

Recommendation:

That Council receive SR2025-25 report on alternate CEMC.

Background:

There have been questions and concerns regarding the alternate CEMC. Concerns have been brought by the union on mandatory overtime and this could cause challenges in the event of an emergency.

Overview:

In an effort to avoid issues regarding the union contract, I have researched some potential options for council to consider:

Remain status quo.

We have reached out to The Township of Armour to share their CEMC as an alternate. They would be receptive to review a proposal brought forward for shared services. Depending on our needs the approximate cost may be \$4000.00 to \$5000.00 dollars. Their CEMC currently resides on Fisher Lake.

We could pick an interested individual and begin training; budget implications may exceed \$5000.00 dollars and be a process likely longer than a year depending on course and the person's availability.

Conclusion:

That Council accepts this report and passes the necessary bylaws if required to proceed in moving this process forward.

Submitted for your consideration.

Hello,

For those of you who may not know me my name is Dan Robertson and I'm a Councillor from the Township of Ryerson who is looking for your support to be the representative for our area on the Parry Sound District Emergency Medical Service Advisory Committee. Having moved to Almaguin with my family a little over 4 years ago I understand how vital access to efficient and reliable emergency medical services is to the residents of our area. I also recognize the challenges that exist in making sure these services run smoothly given the differences between municipalities in our area. Factors such as population density seasonal population changes and having residents in more isolated areas where access can present its own set of unique challenges must all be considered.

Before leaving the corporate world to work in the construction and renovation industry I worked as a Manager in a larger company where I received training which I have continued to use after changing industries that I feel would make me a positive addition to the EMS board. Some examples of this included training on the Kaizen Business Model and Lean Six Sigma processes which are programs focused on helping to improve service delivery by trying to simplify processes and eliminate inefficiencies. I used this training on working groups with different departments within my company to analyze processes to find problems, risks and bottlenecks and suggested changes that could be made to improve both our service itself and how it was delivered. I feel this same training and mentality could be used in the EMS representative role even if only to confirm that we're already delivering this critical service in the best way we can.

In addition to the above I am the Ryerson Township representative on the South Almaguin Regional Fire Services Committee and I represent Ryerson, Burk's Falls and Armour on the recently formed Almaguin Highlands OPP Detachment Board. As there are connections and similarities between these services and how they're provided I feel that the lessons learned from one could be used to make suggestions for process improvements to others. I hope to receive your support for my nomination to this role and if chosen will do what I can to ensure that emergency medical services are being delivered in the best way possible for the residents of our area and the Parry Sound District as a whole.

Thank You,
Dan Robertson
Councillor, Township of Ryerson

April 2, 2025

Premier Doug Ford
Legislative Building, Room 28, Queen's Park
Toronto, Ontario
M7A 1A1
Sent Via Email: Premier@ontario.ca

Dear Premier Ford,

On behalf of the Federation of Northern Ontario Municipalities (FONOM) and our 110 municipal members, I would like to congratulate you on unveiling your current cabinet.

We are pleased to see strong representation from Northern Ontario with the appointments of Ministers Fedeli, Rickford, Pirie, Holland, and Smith. We are confident that these Ministers will assist FONOM in fostering growth in the north. We are ready to collaborate with the entire cabinet to strengthen all sectors of our northern economy.

While we appreciate this progress, I must also express our concerns regarding the Ministry of Transportation's approach. I frequently engage with northern municipal representatives to gather feedback on their interactions with the Ministry. The overwhelming response from our members indicates that their concerns are often overlooked or addressed slowly.

This situation stems mainly from Ontario's vast geographical size and the extensive area the north represents. Factors such as weather conditions, traffic patterns, inattentive drivers, regional differences in highway maintenance, and the lack of accountability in commercial motor vehicle driver training contribute to the public's ongoing fears when using our highways.

It is essential to recognize that transportation responsibilities in southern and northern Ontario involve vastly different approaches and planning.

Therefore, with the utmost respect for the current structure of the Ministry of Transportation, we propose an alternative solution: the creation of a **Deputy Minister** or **Associate Minister of Transportation** specifically responsible for **Northern Ontario**. This change could enhance the effectiveness of the current duties.

We are eager to work with you and your government to explore ways to reduce the high rates of fatalities and accidents on our highways.

We would appreciate the opportunity to discuss this approach further. We are willing to accommodate your schedule and travel arrangements for these discussions.

Thank you for allowing FONOM to share our thoughts, concerns, and ideas.

Yours,



THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No. 2023-20

Being a by-law to appoint a Community Emergency Management Coordinator (CEMC) Alternate for the Town of Kearney

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 9 of the *Municipal Act, 2001, 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 Section 10(1) of Ontario Regulation 380/04 states that "every Municipality shall designate a member of the municipality or member of Council as their Emergency Management Program Coordinator;

AND WHEREAS the Council of The Corporation of the Town of Kearney deems it advisable to appoint a Community Emergency Management Coordinator Alternate to carry out the requirements of the Emergency Management and Civil Protection Act, 1990, as amended in the event the primary CEMC is unavailable.

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

- 1. That _____ is hereby appointed as Community Emergency Management Coordinator Alternate and shall fulfill all statutory requirements and carry out duties applicable to the Community Emergency Management Coordinator in accordance with the *Emergency Management and Civil Protection Act, 1990*, as amended and any other Acts or Regulations pertaining to Municipal Emergency Management.
- 2. That by-law 2011-47 and all by-laws or parts of by-laws inconsistent with the provisions of this by-law are hereby repealed.
- 3. That this by-law shall come into force and effect on _____.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
_____ DAY OF _____, _____

THE CORPORATION OF
THE TOWN OF
KEARNEY

Mayor

Clerk

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No. 2025- XX

Being a By-Law to Establish a Code of Conduct for the Mayor, Councillors, Committee and Board Members of the Corporation of the Town of Kearney

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to pass by-laws regarding Accountability and Transparency of the municipality and its operations and of its local boards and their operations;

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to establish codes of conduct for members of the Council of the municipality and of local boards of the municipality;

AND WHEREAS the Municipal Act, as amended, authorizes penalties for a contravention of the code of conduct; and

AND WHEREAS Council deems it expedient to establish a Code of Conduct for the Mayor, Councillors', Committee and Board Members;

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

1. That The Corporation of the Town of Kearney adopts the Code of Conduct, substantially in the form of Schedule "A", attached hereto and forming part of this by-law.
2. All previous By-laws and resolutions and parts of by-laws and resolutions inconsistent with the provisions of this by-law are hereby repealed.
3. This by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND TIME AND THIRD TIME, passed and signed and the Corporate Seal attached hereto, this the 17th day of April, 2025.

THE CORPORATION OF THE
TOWN OF KEARNEY

Mayor

Clerk

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No. 2025- XX

Being a By-Law to Establish a Code of Conduct Staff Members of the Corporation of the Town of Kearney

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to pass by-laws regarding Accountability and Transparency of the municipality and its operations and of its local boards and their operations;

WHEREAS the Municipal Act, 2001, as amended, authorizes municipalities to establish codes of conduct for members of the Council of the municipality and of local boards of the municipality;

AND WHEREAS the Municipal Act, as amended, authorizes penalties for a contravention of the code of conduct; and

AND WHEREAS Council deems it expedient to establish a Code of Conduct for Staff Members;

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

1. That The Corporation of the Town of Kearney adopts the Code of Conduct, substantially in the form of Schedule “A”, attached hereto and forming part of this by-law.
2. All previous By-laws and resolutions and parts of by-laws and resolutions inconsistent with the provisions of this by-law are hereby repealed.
3. This by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND TIME AND THIRD TIME, passed and signed and the Corporate Seal attached hereto, this the 17th day of April, 2025.

THE CORPORATION OF THE
TOWN OF KEARNEY

Mayor

Clerk

THE CORPORATION OF THE TOWN OF KEARNEY

By-Law No.

**Being a By-law to adopt a Code of Conduct for the Chief Building
Official and Building Inspectors for the Town of Kearney**

WHEREAS Clause 7.1 (1) of the *Building Code Act, 1992*, as amended, requires Municipalities to establish and enforce a Code of conduct for chief building officials and inspectors;

AND WHEREAS the Council of the Corporation of the Town of Kearney considers it desirable and expedient to adopt a Code of Conduct;

AND WHEREAS the Code of Conduct will be available for public viewing on the Town's website or by attending the Municipal Office and requesting a copy of the Code of Conduct;

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

1. **THAT** Council hereby adopts the Code of Conduct for the Building Official and Inspectors substantially in the format attached hereto as Appendix 'A' and forming part of the By-law;

2. **AND THAT** this By-law shall come into full force and take effect on the day of the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME, passed, signed and the Corporate Seal attached hereto, this 17th day of April, 2025.

APPENDIX 'A'

The Code of Conduct applies to the Chief Building Official and Building Inspectors appointed under the *Building Code Act, 1992*, S.O. 1992, c. 23 ("*Building Code Act*") in the exercise or the performance of a duty under the *Building Code Act* or O. Reg. 332/12 (the "Building Code").

1. The purpose of this Code of Conduct is:

- (a) to promote appropriate standards of behaviour and enforcement actions by the Chief Building Official and Building Inspectors in the exercise of a power or the performance of a duty under the *Building Code Act* or the Building Code;
- (b) to prevent practices which may constitute an abuse of power, including unethical or illegal practices, by the Chief Building Official and Building Inspectors in the exercise of power or the performance of duty under the *Building Code Act* or the Building Code; and
- (c) to promote appropriate standards of honesty and integrity in the exercise of power or the performance of duty under the *Building Code Act* or the Ontario Building Code by the Chief Building Official and Building Inspectors.

2. To ensure appropriate standards of behavior, the Chief Building Official and Building Inspectors **shall**:

- a) strive to behave in a professional, courteous and objective manner when dealing with any person;
- b) treat all persons with respect, integrity and honesty.
- c) (c) treat all persons in a fair manner regardless of past interactions, personal feelings or opinions;
- d) always first attempt to resolve any violation of the *Building Code Act* or the Building Code in a co-operative manner; and
- e) process complete permit applications in the order they were received, whenever possible.

3. To ensure appropriate standards of enforcement, the Chief Building Official and Building Inspectors **shall**:

- a) always act in the interest of the health and safety of the public;
- b) be committed to continuous learning including keeping up to date with any changes to the *Building Code Act* and Building Code, and completing any training required by the Ministry of Municipal Affairs and Housing;
- (c) only conduct reviews/inspections for fields in which they are qualified to do so;
- (d) hold all builders to the same set of standards as outlined in the *Building Code Act* or Building Code;
- (e) not ignore a violation of the *Building Code Act* or Building Code and shall act to enforce compliance; and
- (f) consult with the Chief Building Official before issuing any orders against any projects.

4. To prevent unethical/illegal practices the Chief Building Official and Building Inspectors shall **not**:

- (a) accept any gifts, favours, hospitality or entertainment from any person and avoid all circumstances that could comprise professional integrity;
- (b) not seek or accept full time, part time, contract or any other form of employment from any builder, contractor or developer; and
- (c) perform any service for a local builder, local contractor or local developer which may be construed as creating a conflict of interest. If there is any doubt as to whether a conflict of interest exists, approval from the Chief Building Official (in the case of Building Inspectors) and Chief Administrative Officer (in the case of the Chief Building Official) must be granted before the performance of service.

5. In the event of a complaint under the Code of Conduct:

- (a) if the complaint is against:
 - (i) a Building Inspector, the Chief Building Official shall review the complaint, or;

APPENDIX 'A'

(ii) the Chief Building Official, the Clerk- Administrator (Clerk/CAO) shall review the complaint.

(b) all complaints shall be reviewed thoroughly and investigated, if warranted;

(c) any investigation may be conducted internally or externally at the discretion of the Clerk -Administrator (Clerk/CAO)

(d) nothing herein shall obligate the investigator to conduct an investigation if he or she determines that there are no reasonable or probable grounds to substantiate a finding of a contravention, breach or violation of the Code of Conduct.

6. If an investigation regarding a complaint under the Code of Conduct is conducted:

(a) the person making the complaint shall provide a complete written account of the alleged contravention, breach or violation, including all relevant particulars, matters, witnesses and documents that may be pertinent to a proper assessment of complaint;

(b) the Chief Building Official or Building Inspector shall be provided with a copy of the complaint and all records related thereto submitted by the person making the complaint and be allowed to provide a written response within fourteen (14) days if they wish;

(c) the person making the complaint shall be provided with a copy of the Chief Building Official or Building Inspector's response and all records related thereto provided under Section 6(b) and be allowed to provide a written reply within ten (10) days if they wish;

(d) the investigator may, but is under no obligation, to seek any additional information as he or she considers relevant from any persons; and

(e) the investigating official may take into account the employment record of the Chief Building Official or Building Inspector.

7. Breach of the Code of Conduct:

(a) If, after conducting an investigation, the investigator determines a complaint is substantiated, in whole or in part, the Chief Building Official in the case of a complaint against a Building Inspector, or the Chief Administrative Officer in the case of a complaint against the Chief Building Official, will determine the corrective action and/or disciplinary action arising from the violation(s) of this Code of Conduct.

(b) Any action taken as a result of a breach of this Code of Conduct will be based on the severity and/or frequency of the contravention, breach or violation in accordance with relevant employment standards, and may include, but is not limited to the following corrective or disciplinary action:

- (i) an apology;
- (ii) a reprimand,
- (iii) counseling;
- (iv) education and training;
- (v) warning;
- (vi) suspension / leave without pay;
- (vii) demotion;
- (viii) transfer;

(ix) dismissal.

(c) There is no requirement that the findings of the investigator be made public.

THE CORPORATION OF THE TOWN OF KEARNEY
By-law No. 2025-

Being a By-law to establish a Donation Policy and Process

WHEREAS Section 224 of the *Municipal Act 2001*, as amended, outlines the role of municipal councils in developing and evaluating policies and programs for the municipality with respect to the issuance and acceptance of donations;

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

- 1. **That** the Corporation of the Town of Kearney adopts the Hiring Process and Policies for employees, substantially in the form of Schedule “A”, attached hereto and forming part of this By-law.
- 2. **That** all previous By-laws and resolutions and parts of By-laws and resolutions inconsistent with the provisions of this By-law are hereby repealed.
- 3. **That** this By-law shall come into force and take effect on the date of its final passing.

READ A FIRST and SECOND TIME and THIRD TIME, passed, signed and the Corporate Seal attached hereto, this 17th day of April, 2025.

**THE CORPORATION OF THE
TOWN OF KEARNEY**

Mayor

Clerk



Cash and In-Kind Donations (Requested & Received) Policy

1. Purpose

The Municipality receives numerous requests and offers for cash or in-kind donations throughout the year to support an array of activities, projects, events, and initiatives. In addition to requests for donations, the Municipality receives a varied amount of offers to donate both Cash and In-Kind items/assistance. All donations granted or received by the Municipality have an impact on the Municipality's budget and therefore on taxation levied to citizens.

An annual budget approved by Council for the purpose of making donations to support eligible applicants and initiatives will determine the limited amount of cash funds available for disbursement to support donation requests.

The purpose of this policy is to establish guidelines for cash or in-kind donation requests submitted to the Municipality, and the granting of those requests by the Municipality. As well, this policy will establish the business rules and guidelines with respect to acceptable donations or gifts that organizations, community groups or individuals may wish to make to the Town of Kearney (the "Town") and/or to support Town initiatives, projects, programs or services.

There will be consistent administration of donations or gifts received in line with this policy in a responsible, transparent, and accountable manner.

2. Scope

This policy does not apply to:

- a) Inbound funding or grants to Town departments and affiliated municipal agencies, boards or organizations for the purposes of delivering a community service and/or the provision of Town infrastructure as defined in provincial or federal legislation;
- b) Donations received or fundraising initiatives by Town staff on behalf of an outside organization (e.g. dress down days for local charities, United Way campaign, etc.); and
- c) Sponsorship arrangements with the Town as these do not qualify as donations.

3. Eligibility

Requests for donations:

Requests for cash or in-kind donations may be submitted by and will be considered from incorporated not for profit organizations, established community groups, or other entities with a demonstrated need for support and through their programming/activities/initiatives, a commitment to benefiting the Town of Kearney and/or its residents.

Donations will be considered when the request will support initiatives, events, programs, or projects that are offered free of charge to community members and for the benefit of the community of Kearney and/or its residents.

Requests to donate to the Town:

As per Council direction, donations will be welcomed regardless of size or type, whether monetary or in-kind. These donations will be brought to Council for approval if not for a typical occasion or event, such as thank you cards, Christmas baskets, etc.

4. Types of Donations

Cash Donations: Monetary contributions provided directly to (or received from) ~~eligible~~ applicants to support their initiatives, events, programs, or projects.

In-Kind Donations: Goods or services provided directly to (or received from) ~~eligible~~ applicants, such as (municipal/contractor) equipment, supplies, facilities, or volunteer assistance.

5. Application Process

Submission: Requests for cash or in-kind donations must be submitted in writing, using the designated application form available on the Municipality's website or by contacting the Municipal Office to obtain one.

Content: All requests must be submitted either by email, mail, or in-person to the Municipal office and only through the completion and submission of the Municipal Donation Request Form.

6. Evaluation Criteria

Considerations will include:

- Alignment: The extent to which the proposed initiative, event, program, or project aligns with the municipality's goals, priorities, and values as outlined in the Municipality's strategic plan.
- Community Impact: The potential positive impact of the donation on the Town of Kearney and/or its residents, including the number of beneficiaries and the significance of the benefits.
- Feasibility: The feasibility and likelihood of successful implementation of the proposed initiative, event, program, or project.
- Frequency of requests: The degree to which there is a reliance on Municipal funding. Whether or not the Municipality has contributed to an applicant in the past shall have no bearing on the decision to grant requests.
- Need: Demonstrated need for the Municipality's funding.

The Town will issue Income Tax Receipts for all donations or gifts that are valued at \$25 or more provided the donation is eligible based on rules set by Canada Revenue Agency (the "CRA") and the provisions of this Administrative Directive.

7. Review and Approval

Review Process: Donation requests shall be reviewed by Council who will assess and evaluate applicant eligibility and project evaluation criteria outlined in this policy against the application received.

Where in-kind donations are requested, Council will consult at all times with the relevant department head to determine the availability of any and all municipal resources requested.

The results of assessment will be brought to Council as a whole for their consideration.

Approval Authority:

Final approval of donation requests that are not included in the Town's annual budget, must be approved by Council as a whole.

8. Acknowledgment and Reporting

Acknowledgment: Upon approval of a donation request, the recipient shall submit to the Town's Clerk-Administrator (Clerk/CAO), written acknowledgment of the donation.

Reporting: Recipients may be required to provide information on the use and impact of the donated funds or resources.

9. Compliance and Oversight

Compliance: Recipients of cash or in-kind donations shall use the funds or resources only for the purposes set out in the Application for Donation Requests and the recipient shall comply with any applicable laws, regulations, or policies when carrying out their initiative.

Oversight: The Municipality's CAO or his/her designate shall maintain oversight of donated funds or resources to ensure compliance with donor intent and municipal policies.

10. Approval and Adoption

This policy once approved by Council of the Corporation of the Town of Kearney and adopted by resolution of Council be an official policy of the Town of Kearney.

11. Amendment

This policy shall be reviewed periodically by Council to ensure its effectiveness and may be amended as necessary by resolution of Council.



Municipal Donation Request Application Form

Applicant Information

Name of Applicant Organization:

Contact Person:

Title/Position:

Type of Organization:

Incorporated Not for Profit_____

Unincorporated Community Group _____

Another Municipality_____

None of the above_____

Address:

City:

Province:

Postal Code:

Phone

Number:

Email

Address:

Website (if applicable):

Project/Event Information:

Name of Project/Event:

Description of Project/Event (include purpose, objectives, target audience, expected outcomes, etc.): Date(s) of Project/Event:

Location of Project/Event:

Expected Number of Kearney Resident Participants/Beneficiaries:

How will the project/event benefit the community of Kearney and/or its residents? Is there a cost to participate in this project/event? Yes _ No____

If yes, please provide details:

Donation Request Details:

Type of Donation Requested (cash, in-kind, or both):

Amount/Value of Donation Requested:

Specific Items/Services Requested (if requesting in-kind donations):

Intended Use of Donation (how will the donation be used to support the project/event?):

Have you ever received funding from the Municipality in the past for this project, initiative, event, etc. offered in the past? Yes _____ No _____

If yes, when and in what form and if cash, what was the value of that donation?

Why is the Municipality's support necessary to the success of your project, initiative, event etc.? How specifically will the Municipality's donation be acknowledged?

Supporting Documents:

If desired, you may attach any supporting documents that provide additional information about the project/event/initiative etc. that would help us to know more about your initiative.

Declaration:

By submitting this application, I/we hereby certify that the information provided is true and accurate to the best of my/our knowledge. I/we understand that submission of this application does not guarantee approval of the donation request and that all decisions regarding donations are subject to review and approval by Council as a whole. I understand that the Municipality's consideration of all applications is subject to the availability of its limited donation fund as assigned during its annual budget exercise.

Authorized Organization Representative's Signature:

Date: _____

Hand deliver or mail to: 8 Main Street, P.O. Box 38, Kearney, ON, P0A 1M0

Or

Email to: nicole.gourlay@townofkearney.ca

Internal Office Only

Received By: _____ Date: _____