

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL  
COMMITTEE/COUNCIL MEETING**

**TO BE HELD WEDNESDAY, JUNE 19, 2019 AT 7:00 P.M.**

**AGENDA**

**PUBLIC MEETING**

The regular meeting of Council will be preceded by a Public Meeting to consider a proposed zoning by-law amendment application pursuant to Section 34 of the Planning Act;

- i) Parry Sound Golf and Country Club, Lot 2 Plan M-585, George Hunt Memorial Drive, Z01-2019 Rezoning Application.

**1. CALL TO ORDER**

**2. DECLARATIONS OF INTEREST**

**3. PRIORITIZATION OF AGENDA**

**4. ADOPTION OF MINUTES**

- i) THAT the minutes of the Committee/Council Meeting held on June 5, 2019 be adopted as circulated. **Rsl.**

**5. DEPUTATIONS**

**Matters Arising.**

**6. PLANNING/BUILDING**

- i) John Jackson, Parry Sound Area Planning Board. **Rsl.**  
Re: Consent Application No. B09/2019 (McD) Georgian Bay Rock Company. (Right-of-Way, Seguin River/Mountain Basin).
- ii) John Jackson, Parry Sound Area Planning Board. **Rsl.**  
Re: Consent Application No. B13/2019 (McD) Mallory.  
(Grant multiple lot additions (8) to water access lots, Mill Lake).
- iii) John Jackson, Parry Sound Area Planning Board. **Rsl.**  
Re: Consent Application No B14/2019 (McD) Essaye.  
(Lot addition, Vowels Farm Rd. Lake Manitouwabing).
- iv) John Jackson, Parry Sound Area Planning Board. **Rsl.**  
Re: Consent Application No B15/2019 (McD) Robinson.  
(Create 1 new residential lot, Murray Point Road).

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- v) John Jackson, Parry Sound Area Planning Board. **(attachment)**  
Re: Consent Application No B15/2019 (McD) Kalbe.  
Staff comments (Create 1 new residential lot, Big Sound).
- vi) Shane Taylor, Case Coordinator, Planner, Environment and Land  
Tribunals Ontario. **(attachment)**  
Re: Akzo Nobel Coatings Ltd. Withdraw of Appeal Interim Control By-  
law 2017-10. Case Number PL180450 File No. PL170446.

**Matters Arising.**

**7. BY-LAW ENFORCEMENT**

**Matters Arising.**

**8. FIRE PROTECTION**

- i) Report of the Fire Chief. **(attachment)**  
Re: 2019 Year to Date Service Report.
- ii) Office of the Fire Marshall, and the Parry Sound Fire Department.  
**(attached)**  
Re: Essentials of Municipal Fire Protection Seminar Invitation – August  
20<sup>th</sup>, 2019.

**Matters Arising.**

**9. EMERGENCY MANAGEMENT**

**Matters Arising.**

**10. RECREATION**

- i) Report DPR-2019-06 of the Director of Parks and Recreation.  
**(attachment)**  
Re: Draft Municipal Alcohol Policy; version 2

**Matters Arising.**

**11. PUBLIC WORKS**

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**AGENDA**

**Matters Arising.**

**12. ENVIRONMENT**

- i) Waste Management.

**Matters Arising.**

**13. FINANCE**

- i) Accounts Payable. **Rsl.**

**Matters Arising.**

**14. ADMINISTRATION**

- i) George Burton, President and CEO, Canadore College. **(attachment)**  
Re: West Parry Sound Campus, Canadore College (Resolution 2019-49 re: Canadore College West Parry Sound Campus Rental to the Conseil scolaire public du Nord-Est).
- ii) Ivonne Mellozzi, Acting Director, Postsecondary Accountability Branch. **(attachment)**  
Re: Correspondence – Response to the Municipality of McDougall's Resolution 2019-49 (Canadore College West Parry Sound Campus Rental to the Conseil scolaire public du Nord-Est).
- iii) West Parry Sound Health Centre. **(attachment)**  
Re: Issues discussed at the West Parry Sound Health Centre Board of Directors meeting held June 10, 2019.
- iv) Association of Municipalities of Ontario (AMO). **(attachment)**  
Re: AMO 2019 Delegation Form.
- v) Association of Municipalities of Ontario (AMO). **(attachment)**  
Re: Bill 108 Receives Royal Assent with Several Amendments.
- vi) Association of Municipalities of Ontario (AMO). **(attachment)**  
Re: The Legislature Rises and Waste Related Developments.
- vii) Township of McKellar. **(attachment)**  
Re: Draft Action Plan 2018-22.

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- viii) Dave Pearson, Surf and Turf Chair 2019, Waubuno Shrine Club.  
**(attachment)**  
Re: 43<sup>rd</sup> Annual Stag Surf and Turf Picnic held July 26, 2019.

**Matters Arising.**

**15. REQUESTS FOR SUPPORT**

- i) Town of Fort Erie. **Rsl.**  
Re: Issuance of Cannabis Licenses in Residentially Zoned Areas.

**Matters Arising.**

**16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN**

**17. COMMITTEE REPORTS**

- i) Board of Management for the District of Parry Sound West (Belvedere Heights). **(attachment)**  
Re: February 27, 2019 Regular Meeting Minutes.
- ii) Board of Management for the District of Parry Sound West (Belvedere Heights). **(attachment)**  
Re: March 27, 2019 Regular Meeting Minutes.
- iii) Board of Management for the District of Parry Sound West (Belvedere Heights). **(attachment)**  
Re: April 24, 2019 Regular Meeting Minutes.

**Matters Arising.**

**18. REPORT OF THE CAO**

**19. GENERAL ITEMS AND NEW BUSINESS**

**20. BY-LAWS**

- i) By-law 2019-36. **(attachment)**

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Re: Being a by-law to discharge the terms and Conditions of a site plan agreement on Lot 2, Plan M-585 Executed under By-law No. 2002-11 (Parry Sound Golf and Country Club)

ii) By-law 2019-37. **(attachment)**

Re: Being a by-law Deem certain lots in the Municipality of McDougall not to be a part of a registered Plan of Subdivision (Lots 268 and 269 Plan M-223) (Warrilow)

iii) By-law 2019-38. **(attachment)**

Re: Being a by-law to adopt a Strategic Asset Management Policy for the Municipality of McDougall.

iv) By-law 2019-41. **(attachment)**

Re: Being a by-law to authorize the execution of an agreement between the Corporation of the Municipality of McDougall and the Elizabeth Island Area Cottagers' Association Inc. and the rescind By-law 2014-43.

**21. TRACKING SHEET**

Please be advised that items on the tracking sheet may be discussed during scheduled meetings. **(attachment)**

**22. CLOSED SESSION**

i) Personal matters about an identifiable individual, including municipal employees or local board employees.

Re: Report of the Municipal Law Enforcement Chief MLEC-2019-03  
New Replacement Municipal Law Enforcement Officer.

**23. RATIFICATION OF MATTERS FROM CLOSED SESSION**

**24. CONFIRMATION BY-LAW**

i) By-Law No. 2019-39.

Re: To confirm the proceedings of the Committee/Council meeting held on June 19, 2019.

**25. ADJOURNMENT**

### **Resolution List for June 19, 2019**

**THAT** the minutes of the Committee/Council Meeting held on June 5, 2019 be adopted as circulated.

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**THAT** the Council for the Corporation of the Municipality of McDougall has no objection to the approval of Consent No. B09/2019 (McD), for the relocation of a right-of-way as applied for by Georgian Rock Company on Part of Lot 21, Concession 6 and 7 in the Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:

1. That the right-of-way meet the Municipality's private road standards; and
2. Payment of any applicable planning fees.

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**THAT** the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B13/2019 (McD), for the lot additions applied for by Steve Mallory in Trust on Part of Lot 18, Concession 3 in the Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:

1. Confirmation that the respective lot additions will merge in title with the benefitting lands;
2. That the lands being added to the lakefront lots be rezoned from the Rural (RU) Zone to the Waterfront Residential Limited Service (WF1-LS) Zone; and
3. Payment of any applicable planning fees.

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**THAT** the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B14/2019 (McD), for the lot addition applied for by Patrick Essaye on Part of Lot 1, Concession 12 in the Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:

1. Confirmation that the respective lot addition will merge in title with the benefitting lands;
2. Payment of any applicable planning fees.

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**THAT** the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B15/2019 (McD), as applied for by Dale and Deanna Robinson on Part of Lot 6, Concession A in the Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:

1. Approval of driveway location to the satisfaction of the Municipality's Public Works Department;
2. Payment of a parkland dedication fee satisfactory to the Municipality;
3. Receiving adequate 911 addressing for the new lot;

4. That the severed lands hook up to the municipal water system and the applicant pay the applicable connection fee;
5. Complying with the Municipality's zoning by-law; and
6. Payment of any applicable planning fees.

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**THAT** the attached list of Accounts Payable for June \_\_, 2019 in the amount of \$\_\_ and payroll for June \_\_, 2019 in the amount of \$\_\_ be approved for payment.

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**THAT** the attached list of Accounts Payable for June \_\_, 2019 in the amount of \$\_\_ and payroll for June \_\_, 2019 in the amount of \$\_\_ be approved for payment.

-----

**THAT** Council for The Corporation of the Municipality of McDougall supports the resolution of The Corporation of the Town of Fort Erie regarding Issuance of Cannabis Licenses in Residentially Zoned Areas.

**AND THAT** Council requests the Federal Government to provide information on all cannabis licenses including personal medical license to the Municipality of McDougall when licenses are issued within the municipality;

**AND THAT** a public process take place in connection with granting cannabis licenses and their location;

**AND THAT** this resolution be circulated to the Prime Minister; the Minister of Health; Norm Miller, MPP; and all Ontario municipalities.

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**Be It Resolved** that the next portion of the meeting be closed to the public at p.m. in order to address a matter pertaining to:

1. the security of the property of the municipality or local board;
2. personal matters about an identifiable individual, including municipal employees or local board employees;
3. a proposed or pending acquisition or disposition of land by the municipality or local board;
4. labour relations or employee negotiations;
5. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
6. the receiving of advice which is subject to solicitor/client privilege, including communications necessary for that purpose;
7. a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another act;
8. an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ontario Ombudsman appointed under the Ombudsman Act, or a Municipal Ombudsman;
9. subject matter which relates to consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act.

10. the meeting is held for the purpose of educating or training the members and no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of the Council, Board or Committee.
11. information provided in confidence by another level of government or Crown agency
12. a trade secret or scientific, technical , commercial, financial or labour relations information supplied in confidence which, if released, could significantly prejudice the competitive position of a person or organization
13. a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value
14. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried, or to be carried, on by the municipality or local board

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**THAT** Council reconvene in Open Session at \_\_\_\_\_ p.m.

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**THAT** we do now adjourn at \_\_\_\_\_ p.m.





**NOTICE OF A PUBLIC MEETING  
CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that the Council of the Corporation of the Municipality of McDougall will hold a public meeting on June 19, 2019 at 7:00 p.m. at the Council Chambers, located at 5 Barager Blvd, to consider a proposed Zoning By-law amendment under Section 34 of the Planning Act, R.S.O. 1990.

**THE PURPOSE** of the proposed Zoning By-law amendment is to rezone Lot 2 on Registered Plan 42M-585 in the geographic township of McDougall from the Open Space (OS) Zone to the Residential (RR) Zone.

**THE EFFECT** of the proposed Zoning By-law amendment is to permit the construction of a single detached dwelling together with any permitted accessory use, building or structure to be erected and used.

Please refer to the opposite side of this Notice for a key map showing the land to which the proposed zoning by-law would apply.

**IF A PERSON OR PUBLIC BODY** would otherwise have an ability to appeal the decision of the Municipality of McDougall to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of McDougall before the by-law is passed, the person or public body is not entitled to appeal the decision.

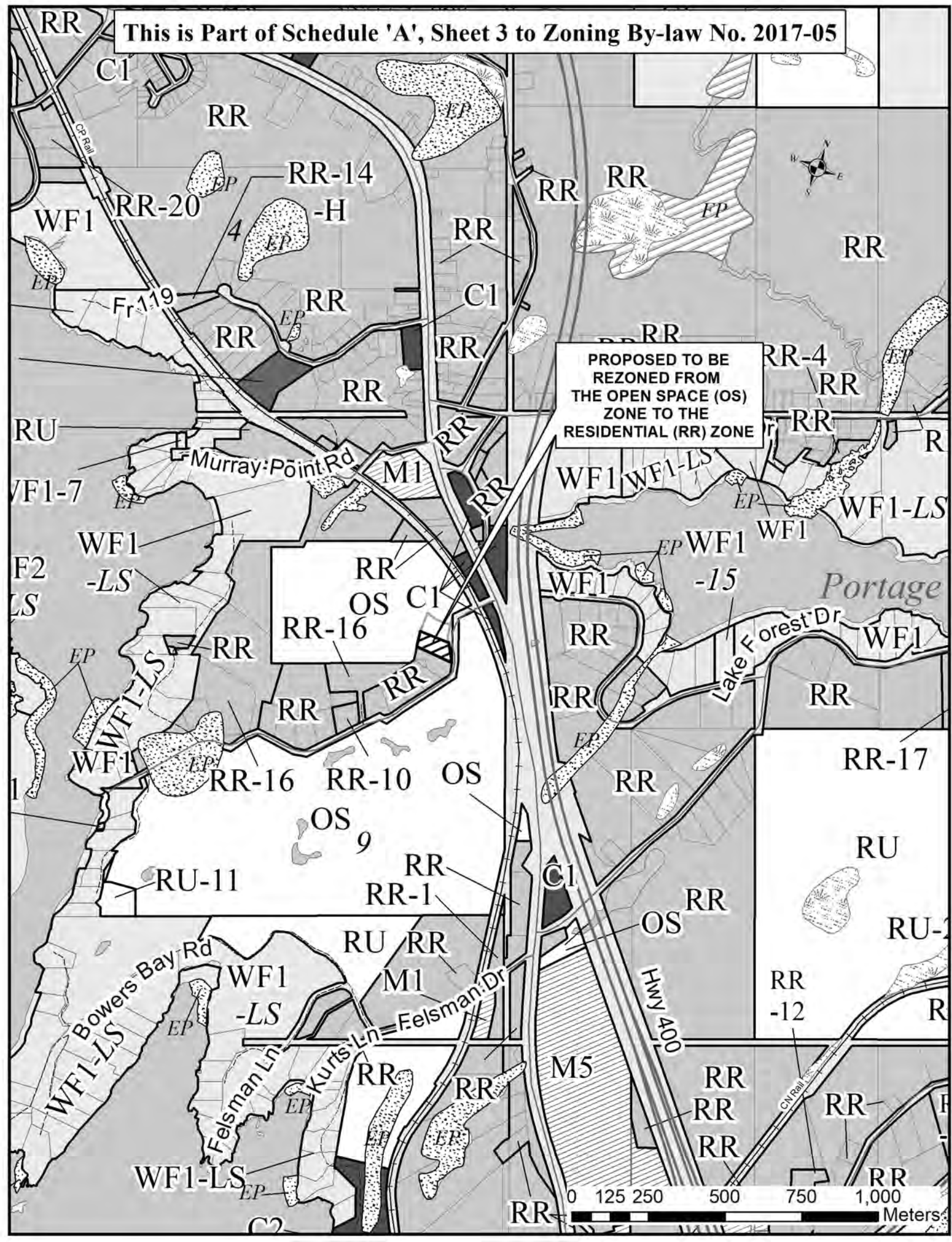
**IF A PERSON OR PUBLIC BODY** does not make oral submissions at a public meeting, or make written submissions to the Municipality of McDougall before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**ADDITIONAL INFORMATION** and material about the proposed by-law is available for inspection at the Municipal Office during normal office hours.

If you wish to be notified of the decision of the Municipality of McDougall on the proposed zoning by-law amendment, you must make a written request to Lori West, Clerk/Planner, Municipality of McDougall 5 Barager Blvd, McDougall ON, P2A 2W9.

**DATED** at the Municipal Office this 29<sup>th</sup> day of May, 2019.

Lori West, Clerk/Planner  
Municipality of McDougall  
5 Barager Boulevard  
McDougall, Ontario  
P2A 2W9  
Phone (705) 342-5252



**REPORT FOR THE CONSIDERATION OF COUNCIL****PROPOSED REZONING****LOT 2, PLAN 42M-585****PARRY SOUND GOLF AND COUNTRY CLUB****May 28, 2019****Background and Purpose**

The Parry Sound Golf and Country Club owns three separate parcels on the north side of George Hunt Memorial Drive where the driving range is located. Two lots were part of the residential subdivision along George Hunt with a larger parcel being part of the retained lands of the original subdivider.





When the lands were originally acquired for the purposes of a driving range in 2001 and a possible golf course annex, it was uncertain what land area would be required.

At one point, there was a belief that the larger parcel may have the ability to be developed as a small nine hole golf program.



The driving range is located mostly on the large parcel with a small portion encroaching upon Lot 1 of Plan 42M-585.

The golf industry has changed over the years and the needs of the local golf club have also changed. The lands beyond the needs of the driving range have now been determined to be surplus by the golf club.

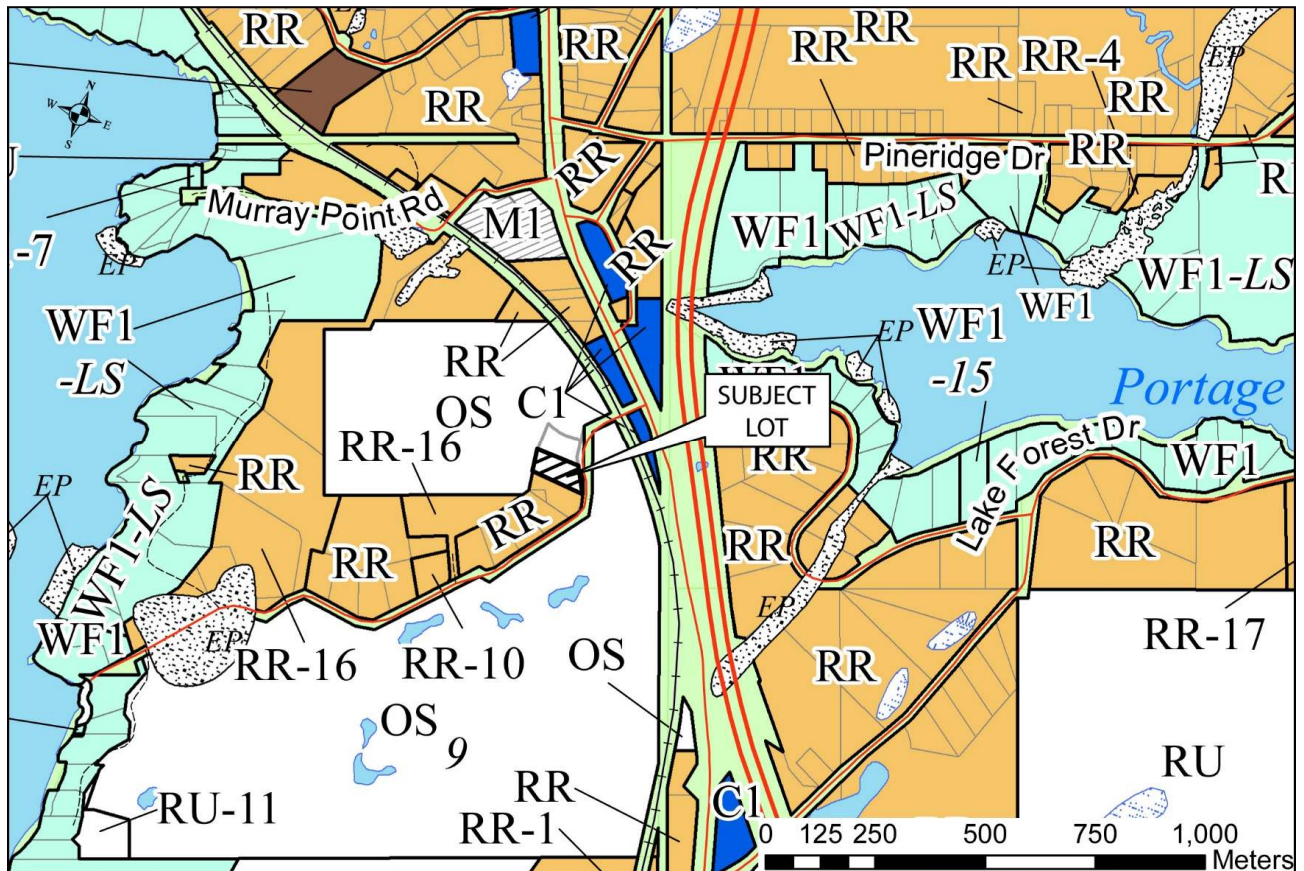
Originally, the thought was the golf course would retain part of Lot 1 and attached it to the unused rear parcel Part 1 of 42R-15712. This additional transaction would have involved a consent as well as a rezoning. The golf course executive decided that it would only proceed with the sale of the unencumbered Lot 2 at this time.

Should the rear lands be declared surplus in the future, a further rezoning would be needed as would a consent that would ensure access to the rear acreage.

## Existing Zoning

The assembly of lands making up the driving range are all zoned Open Space (OS).

The current rezoning will simply apply a residential zone (RR) to Lot 2.



The subject lands have 65 metres frontage and 0.6 hectares of lot area.

The standards for new lots is 60m frontage and 0.6 ha of lot area.





Consequently, the subject lands may be rezoned to a generic residential (RR) Zone and be deemed to meet the requirements of the by-law.

Respectfully,



John Jackson

JJ:dh

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL  
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**MINUTES**

Present:	Mayor	D. Robinson (Chairperson)
	Councillor	J. Constable
	Councillor	K. Dixon
	Councillor	L. Gregory
	Councillor	J. Ryman

And

CAO	T. Hunt
Clerk	L. West
Fire Chief	B. Leduc
Treasurer	E. Robinson
Chief Building Official	D. Swim
Admin/Treasury Assistant	T. Hazzard

**PUBLIC MEETING**

The regular meeting of Council was preceded by a Public Meeting to consider the sale of municipal lands and a proposed zoning by-law amendment application;

Mayor Robinson called to order the Public Meeting to consider Application SRA-2018-2 (Braga) and Application Z02/2019 (Reekie).

Shore Road Allowance Application No. SRA-2018-2 (Braga), Mill Lake. Proposed By-law No. 2019-021 Being a By-law to declare to be surplus, stop up, close and sell, Part of the Original Shore Road Allowance laid out along the shore of Mill Lake, in front of Lot 18 in Concession 3, designated as Parts 1 and 3 on 42R-21100 is scheduled to be considered by council later this evening.

Mayor Robinson asked if there was any member of the public present who believes that their land would be prejudicially affected by the closure of this road allowance or who wishes to be heard on this road allowance closure and sale. No one was present.

Mayor Robinson asked the Clerk if any written correspondence on this file had been received. The Clerk noted that none had been received.

The purpose and effect of the proposed Zoning By-law amendment application Z02/2019 is to implement a condition of Consent approval for Consent Application No. B15/2018(McD) that creates two rural lots. The amendment will rezone Part of Lot 23, Concession 7 fronting Burnside Bridge Road in the geographic Township of McDougall from the Waterfront Residential 1 (WF1) Zone to the Rural (RU) Zone. The proposed Zoning By-law amendment is to recognize that the newly created lots do not have water frontage.

Mayor Robinson asked the Clerk if any written correspondence on this file had been received. The Clerk noted that none had been received.

Mayor Robinson then asked if there was anyone present who wished to make verbal representation either in support of, or in opposition to this zoning by-law amendment. No one was present.

Mayor Robinson noted that following the consideration of a by-law, which may take place at the discretion of council later this evening, anyone who wishes to appeal the decision of Council may file with the Clerk of the Municipality during



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**MINUTES**

the appeal period, and in the prescribed manner. The appeal period is in effect for twenty (20) days, commencing on the date the notice of passing of this by-law is sent out.

Mayor Robinson declared the meeting closed at 7:02 p.m.

**1. CALL TO ORDER**

Mayor Robinson called the regular meeting to order at 7:02 p.m.

**2. DECLARATIONS OF INTEREST**

Mayor Robinson declared a conflict regarding item 6.v. Consent application No B15/2019(McD).

**3. PRIORITIZATION OF AGENDA**

- i) Addition to Section 22. Closed Session.  
Re: Personal matters about an identifiable individual, including municipal employees or local board employees.

**4. ADOPTION OF MINUTES**

- i) THAT the minutes of the Committee/Council Meeting held on May 15, 2019 be adopted as circulated.

**Resolution No. 2019/60**

**Gregory/Dixon**

THAT the minutes of the Committee/Council Meeting held on May 15, 2019 be adopted as circulated.

**“Carried”**

**5. DEPUTATIONS**

Nil

**Matters Arising.**

Nil

**6. PLANNING/BUILDING**

- i) Akzo Nobel Coatings Limited, DIL Lands.  
Re: Z03-2019 Zoning By-law Amendment Application/to be deemed complete. Staff comments.  
The Clerk noted no comments from staff and will move forward with public meeting.
- ii) John Jackson, Parry Sound Area Planning Board.  
Re: Consent Application No. B09/2019 (McD) Georgian Bay Rock Company. Staff comments (Right-of-Way, Seguin River/Mountain Basin). John Jackson gave an overview. Staff is to proceed with this application.
- iii) John Jackson, Parry Sound Area Planning Board.  
Re: Consent Application No. B13/2019 (McD) Mallory.  
Staff comments (Grant multiple lot additions (8) to water access lots, Mill Lake).  
John Jackson gave an overview. The Clerk noted that any additional lands being added to the lakefront lots be rezoned from the Rural Zone to the WF1-LS Zone. Staff is to proceed with this application.
- iv) John Jackson, Parry Sound Area Planning Board.  
Re: Consent Application No B14/2019 (McD) Essaye.  
Staff comments (Lot addition, Vowels Farm Rd. Lake Manitouwabing). John Jackson gave an overview. Staff is to proceed with this application.

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**MINUTES**

- v) John Jackson, Parry Sound Area Planning Board.  
Re: Consent Application No B15/2019 (McD) Robinson.  
Staff comments (Create 1 new residential lot, Murray Point Road).  
Mayor Robinson declared a conflict regarding this application and removed himself from the Council Chambers.  
Deputy Mayor Constable assumed the chair at 7:11 p.m.  
John Jackson gave an overview, there were no staff comments and the Clerk noted no concerns. Staff is to proceed with this application.  
Mayor Robinson resumed the chair at 7:15 p.m.
- vi) Report of the Clerk/Planner C-2019-07.  
Re: Bill 108, The More Homes, More Choices Act, 2019.  
The Clerk gave an overview. Staff will continue to update Council as new information comes along.
- vii) Report of the Clerk/Planner C-2019-08.  
Re: Deeming By-law Application D-2019-01, Warrilow, Buttercup Road.  
The Clerk gave an overview. It was staff's recommendation that this application be approved, and that a by-law be brought forward to the next Committee/Council meeting. Council gave direction to bring this by-law forward.
- viii) Report of the Clerk/Planner C-2019-09.  
Re: S-2019-01 Parry Sound Golf and Country Club, Request to remove site plan agreement from Lot 2 42M-585.  
The Clerk gave an overview. It was staff's recommendation that Council deems it in the public interest to delete the site plan agreement registered as instrument LT246756 from title to Lot 2 Plan M-585.  
The Clerk noted that a related zoning By-law Amendment application has been filed as well (Z01-2019), notices have been given and a public meeting has been scheduled for June 19<sup>th</sup>. Council gave direction to bring a by-law to remove the site plan from title forward.

**Matters Arising.**

Nil

**7. BY-LAW ENFORCEMENT**

Nil

**Matters Arising.**

Nil

**8. FIRE PROTECTION**

- i) Report of the Fire Chief.  
Re: 2019 Year to Date Service Report.  
Chief Leduc gave an overview of this report.

**Matters Arising.**

Chief Leduc brought to Council's attention that a new radio repeater has been installed on the Moose FM tower and is operational.

**9. EMERGENCY MANAGEMENT**

Nil

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**MINUTES**

**Matters Arising.**

Nil

**RECREATION**

- i) Report of the Director of Parks and Recreation DPS-2019-05.  
Re: Review Municipal Facilities Allowing Alcohol on Premises and Draft Municipal Alcohol Policy  
Chief Leduc gave an overview. It was the recommendation of the Director of Parks & Recreation that Council support and adopts the draft 2019 Municipal Alcohol Policy for control of alcohol in municipal facilities; and gives direction to allow a limited number of events to be held at the McDougall Recreation Centre. Councillor Constable assumed the chair position at 7:31 p.m. Mayor Robinson expressed his thoughts and concerns pertaining to the McDougall Recreation Centre request to allow alcohol related events. Mayor Robinson resumed the chair position at 7:32. Council noted that they are not in favour of alcohol related events at the McDougall Recreation Centre.  
Chief Leduc noted that he will tidy up wording regarding the insurance portion, remove the McDougall Recreation Centre from the policy and bring it back to Council with changes.

**Matters Arising.**

Chief Leduc noted that all docks and swim rafts have been installed, however due to the excessive amount of rainfall it has made it difficult to cut the grass in some of the area parks.

**10. PUBLIC WORKS**

- i) 2019 Tender Recommendation  
Re: Washed Granite Screenings.  
**Resolution No. 2019/61** **Dixon/Gregory**  
**THAT** the Council for the Municipality of McDougall approve the Tender for Washed Granite Screenings submitted by Fowler Construction in the amount of \$93,458.82 plus HST. **“Carried”**

**Matters Arising.**

Nil

**11. ENVIRONMENT**

- i) Waste Management.  
Nil

**Matters Arising.**

Nil

**12. FINANCE**

- i) Accounts Payable.  
**Resolution No. 2019/62** **Gregory/Dixon**  
**THAT** the attached lists of Accounts Payable for June 4, 2019 in the amount of \$228,742.70 and payroll for May 23, 2019 in the amount of \$48,514.22, and payroll for June 6, 2019 in the amount of \$41,880.20 be approved for payment. **“Carried”**

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**MINUTES**

- ii) Report of the Treasurer T-2019-3.  
Re: Asset Management Policy.  
The Treasurer gave an overview. Staff is recommending that Council approve the Municipality of McDougall Asset Management Policy, which will be applicable to the assets operated and maintained by the Municipality. Council approved this recommendation and a by-law will be brought forward to the June 19<sup>th</sup> Committee/Council meeting.
- iii) North Bay Parry Sound District Health Unit.  
Re: Financial Statements for the year ended December 31, 2018.  
This was reviewed by Council.

**Matters Arising.**

Nil

**13. ADMINISTRATION**

- i) Report of the Clerk C-2019-10.  
Re: Application to Purchase the Original Shore Road Allowance; Essaye et al, Lake Manitouwabing.  
The Clerk gave an overview noting staff had reviewed a related application earlier in the meeting (B14/2019). The Clerk noted staff have no concerns. Staff is to proceed with the application.
- ii) Marlin Horst, President, Board of Directors - Federation of Ontario Cottagers' Associations.  
Re: Rural Ontario: we're in this together.  
This was reviewed by Council.
- iii) Association of Municipalities Ontario (AMO).  
Re: Policy Update; Money-saving solutions – Some help is at hand.  
This was reviewed by Council.
- iv) Association of Municipalities Ontario (AMO).  
Re: Budget Bulletin.  
This was reviewed by Council.
- v) Association of Municipalities Ontario (AMO).  
Re: Policy Update; Bill 108, More Homes, More Choice Act, 2019.  
This was reviewed by Council.
- vi) Marcine Madill, Partridge Island, Georgian Bay.  
Re: Municipal parking permits.  
The Clerk noted that she had spoken with Ms. Madill and she no longer wishes to speak with Council.
- vii) Janine Miller, Captain, Admin O for Richard F McMurray, Captain, Commanding Officer, 295 MacPherson Royal Canadian Air Cadets Squadron.  
Re: 75<sup>th</sup> Annual Review Invitation.  
This was reviewed by Council.
- viii) Ministry of Natural Resources and Forestry, and Westwind Forest Stewardship Inc.  
Re: Minor Amendment Review French-Severn Forest 2019-2029 Forest Management Plan.  
This was reviewed by Council.

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**MINUTES**

- ix) Raymond Cho, Minister for Seniors and Accessibility.  
Re: The West Parry Sound area municipalities letter regarding the need for a national broadband strategy.  
This was reviewed by Council.
- x) Anita Dubeau, Chair, Board of Health, Simcoe Muskoka District Health Unit.  
Re: Public Health Transformation Update.  
This was reviewed by Council.

**Matters Arising.**

Nil

**14. REQUESTS FOR SUPPORT**

- i) Corporation of the Township of McKellar.  
Re: Resolution 19-263 – Ford Government funding cuts to Southern Ontario Library Service and Ontario Library Service North.  
**Resolution No. 2019/63** **Dixon/Gregory**  
**WHEREAS** the Ontario government has reduced by 50% the funding to Southern Ontario Library Service and Ontario Library Service North, resulting in the suspension of interlibrary loan service and postage subsidy, with further service cuts yet to be announced;  
**AND WHEREAS** the users of small northern libraries such as the Parry Sound Public Library will be significantly negatively impacted by the loss of equitable access to materials and information;  
**AND WHEREAS** the resulting increased costs of postage will not have been considered in the budget preparation for the current fiscal year and require lending libraries to carefully consider whether to fill interlibrary loan request;  
**NOW THEREFORE** be it resolved that the Council for the Corporation of McDougall strongly urges the Ontario government to restore the funding to Ontario Library Service North and Southern Ontario Library Service at a minimum to the previous 2018 funding level;  
**AND FURTHER** that this resolution be forwarded to the Honourable Michael Tibollo, Minister of Culture, Recreation and Sport, Norm Miller, MPP; Doug Ford, Premier; and the West Parry Sound Area Municipalities.  
**“Carried”**
- ii) Grey County, Town of Halton Hills, Town of Aurora, City of Markham, Township of Muskoka Lakes, Town of Georgina, Township of The Archipelago, and York Region.  
Re: Bill 108, More Homes, More Choices Act.  
This was reviewed by Council with no action indicated.
- iii) Town of Fort Erie.  
Re: Issuance of Cannabis Licenses in Residentially Zoned Areas.  
Council requested a resolution to be brought forward.

**Matters Arising.**

Nil

**15. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN**

Nil

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL  
COMMITTEE/COUNCIL MEETING**

**HELD WEDNESDAY, JUNE 5, 2019 AT 7:00 P.M.**

**MINUTES**

**16. COMMITTEE REPORTS**

- i) North Bay Parry Sound District Health Unit.  
Re: Overdose Alert System.  
This was reviewed by Council.
- ii) Nancy Jacko, Chairperson, North Bay Parry Sound District Health Unit.  
Re: Letter of Support for Simcoe Muskoka District Health Unit –  
Proposed Boundaries.  
This was reviewed by Council.

**Matters Arising.**

Nil

**17. REPORT OF THE CAO**

- i) Report of the CAO.  
Re: General Update.  
The CAO noted the following:
  - Municipal operations as a whole are operating well.
  - Update regarding municipal garbage/parking stickers.
  - Public Works crew have been busy with Spring repairs to roads & shoulders.
  - The final clean up of Lorimer Lake Road paving project is complete.
  - George Hunt Parking Lot 1 will be ready for paving soon. Lot 2 will be prepped and paved once lot 1 is open.
  - The Nobel beach parking expansion is in progress.
  - Update regarding the Pineridge Drive culvert replacement.
  - Line painting will begin within the next two weeks, weather permitting.
  - Dust control on the Nobel trail has been applied.
  - Landfill waste operations are going well.
  - The Nobel water system spring flushing has been completed with no issues or concerns.
  - Pool discussions continue with the CAO's.

**18. GENERAL ITEMS AND NEW BUSINESS**

Councillor Dixon noted some concerns he has received from residents regarding clean-up pertaining to the Henvey Wind Project. The CAO noted that he would forward a letter noting concerns.

**19. BY-LAWS**

- i) By-law 2019-21.  
Being a By-law to declare to be surplus, stop up, close and sell, Part of the Original Shore Road Allowance laid out along the shore of Mill Lake, in front of Lot 18 in Concession 3, designated as Parts 1 and 3 on 42R-21100 (BRAGA)  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**
- ii) By-law 2019-22.  
Re: Being a by-law to adopt a Tariff of Fee Schedule, and to repeal By-law 2016-21.  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL  
COMMITTEE/COUNCIL MEETING**

**HELD WEDNESDAY, JUNE 5, 2019 AT 7:00 P.M.**

**MINUTES**

- iii) By-law 2019-23.  
Re: Being a by-law respecting construction, demolition, change of use permits, inspections, fees, and to repeal By-law 2015-09.  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**
- iv) By-law 2019-33.  
Re: Being a By-law to amend By-law No. 2017-05 to rezone Part of Lot 23, Concession 7 geographic Township of McDougall (Reekie)  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**
- v) By-law 2019-34.  
Re: Being a by-law to amend By-law 2016-51 a by-law to regulate parks, parkland, Facilities and Municipal owned lands within the Corporation of the Municipality of McDougall parks and recreation.  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**
20. **TRACKING SHEET**  
Please be advised that items on the tracking sheet may be discussed during scheduled meetings.  
There were no changes to the tracking sheet.
21. **CLOSED SESSION**  
**Resolution No. 2019/64** **Gregory/Dixon**  
**Be It Resolved** that the next portion of the meeting be closed to the public at 8:19 p.m. in order to address a matter pertaining to:
- i) Personal matters about an identifiable individual, including municipal employees or local board employees.
- “Carried”**
- Resolution No. 2019/65** **Dixon/Gregory**  
**THAT** Council reconvene in Open Session at 8:22 p.m.
- “Carried”**
22. **RATIFICATION OF MATTERS FROM CLOSED SESSION**  
Council agreed with CAO’s report on staff attending monthly Committee/Council meetings.
23. **CONFIRMATION BY-LAW**
- i) By-Law No. 2019-35.  
Re: To confirm the proceedings of the Committee/Council meeting held on , 2019.  
**Read a First, Second and Third Time, Passed, Signed and Sealed this 5th day of June 2019.**
24. **ADJOURNMENT**  
**Resolution No. 2019/66** **Gregory/Dixon**  
**THAT** we do now adjourn at 8:24 p.m.
- “Carried”**



planner, inc.

70 Isabella Street Unit #110, Parry Sound, Ontario P2A 1M6  
Tel: (705) 746-5667 Fax: (705) 746-1439 E-mail: [jjplan@Cogeco.net](mailto:jjplan@Cogeco.net)

## CONSENT APPLICATION NO. B17/2019(McD)

APPLICANTS: JASON AND MONIQUE KALBE

PROPERTY: Lot 19, Plan 42M-623  
1 Big Sound Road

May 30, 2019

### **BACKGROUND / PURPOSE**

Jason and Monique Kalbe own a lot on the corner of Parkway Avenue and Big Sound Road. The civic address of this property is 1 Big Sound Road.

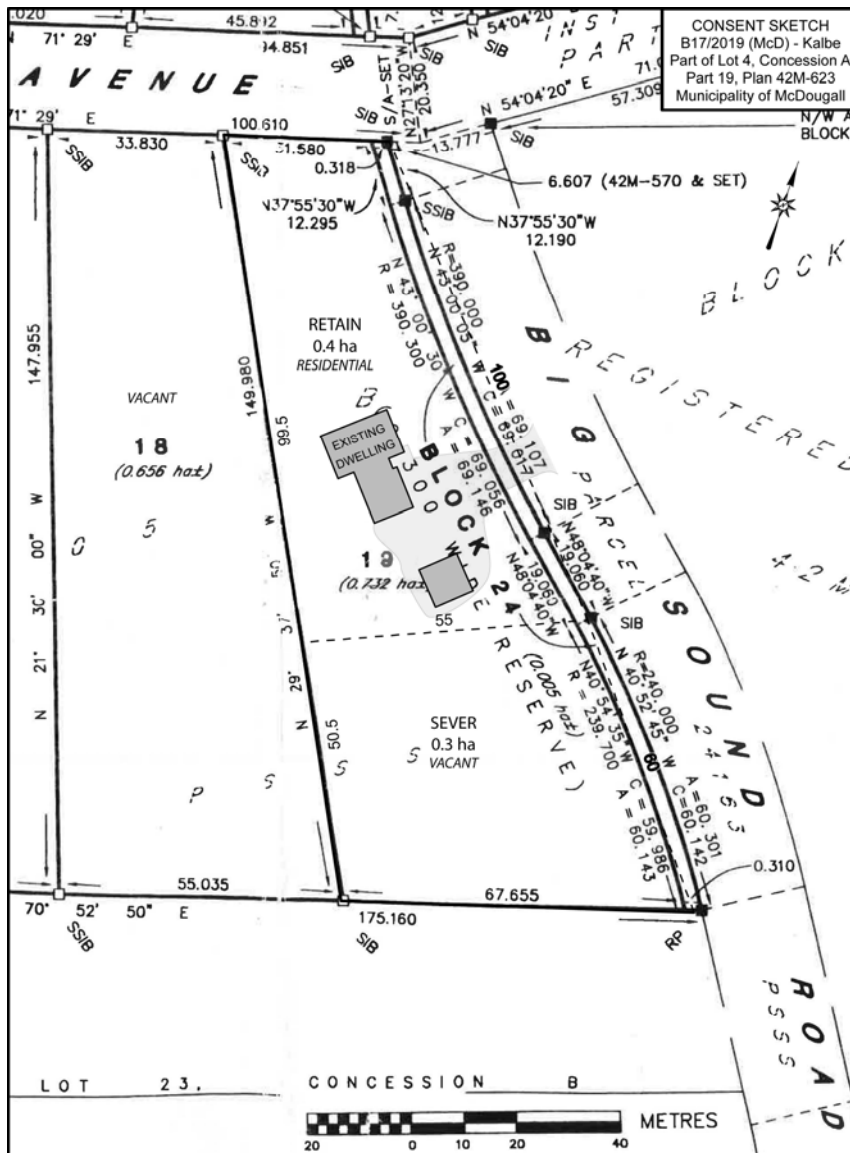


The Kalbe lot is large enough to consider creating an additional lot. This application is intended to create one new residential lot fronting on Big Sound Road.



## PROPOSED DIVISION

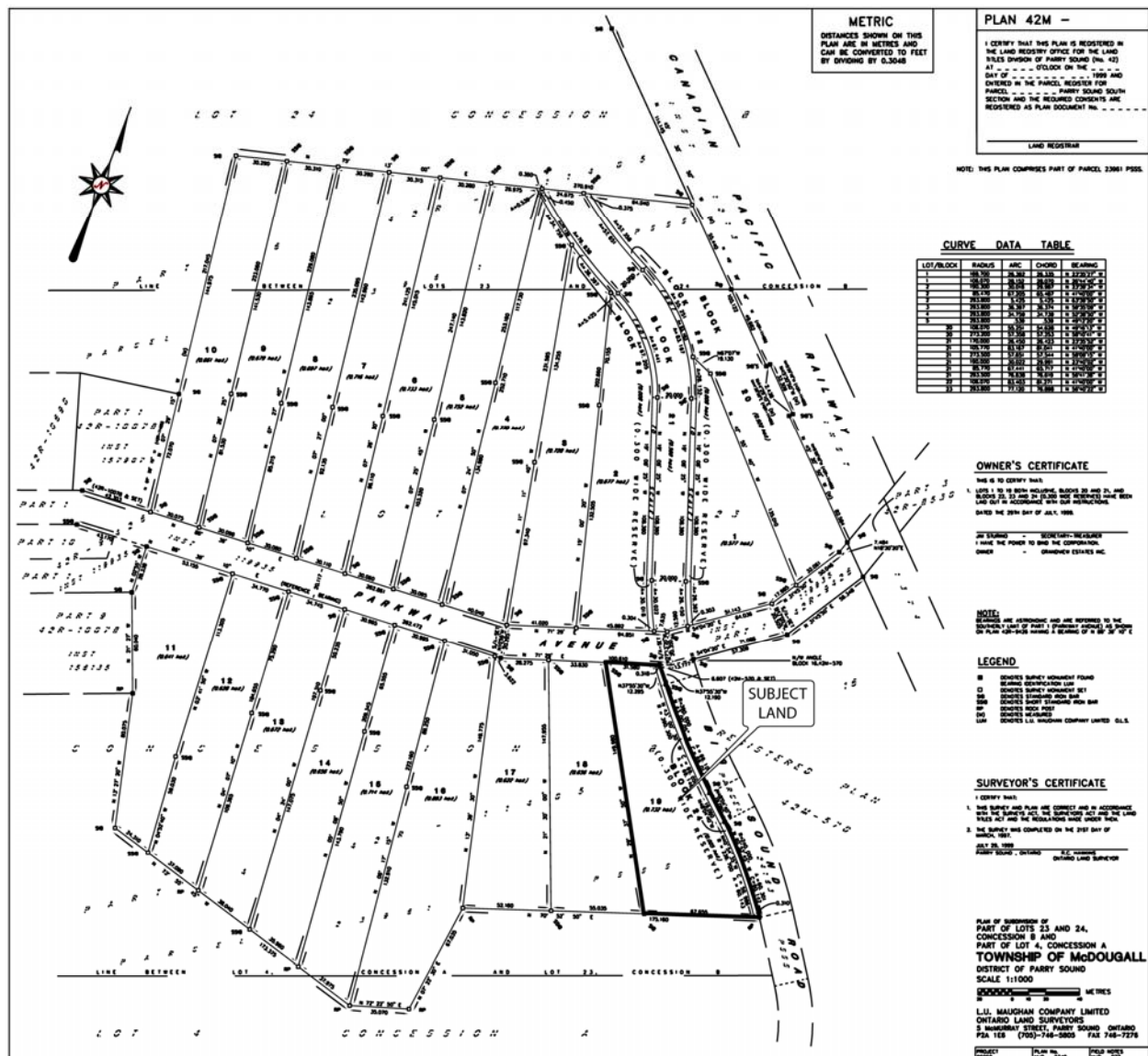
The sketch attached to the application is shown below.



The Kalbe home is located on these lands with a detached garage. The lands are serviced with municipal water. The new lot is proposed to be serviced by municipal water as well. The water line is available from across Big Sound Road.

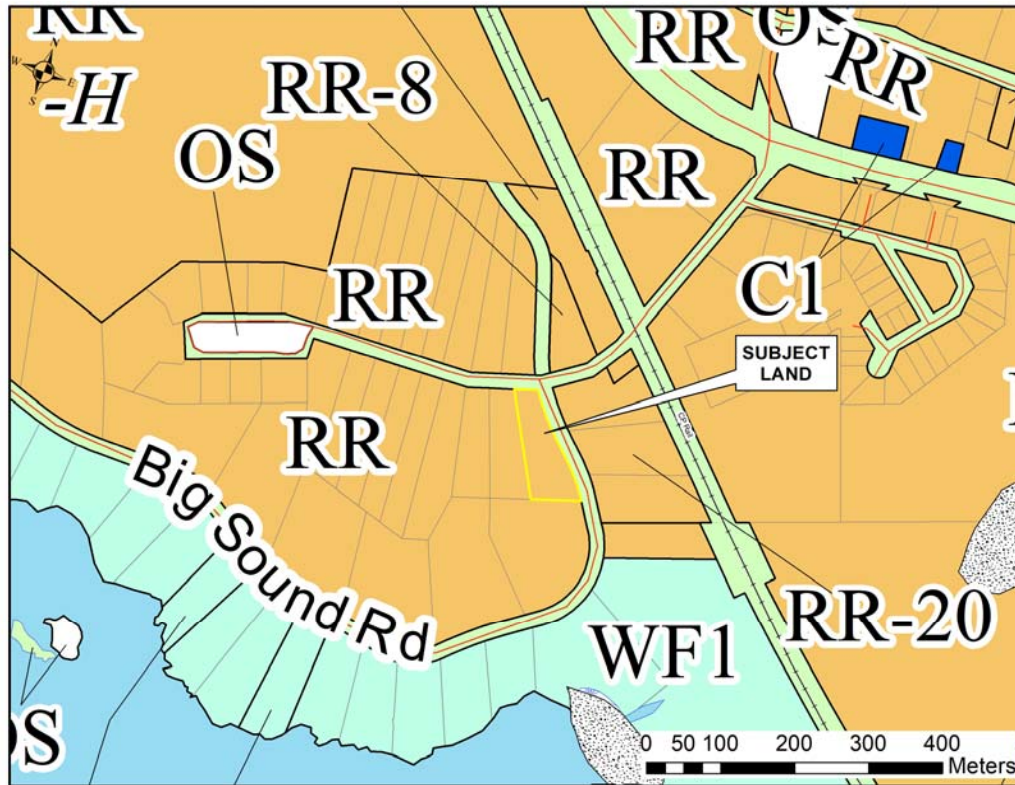
## LOT DETAILS

	RETAINED	SEVERED
FRONTAGE	100m	60m
AREA	0.4 ha	0.3 ha



## **ZONING BY-LAW**

The subject lands are zoned Residential (RR)



The minimum lot requirements for RR lots on the water line is 30 metres frontage and 0.15 hectares.

## **PROVINCIAL POLICY STATEMENT (PPS)**

There are no conflicts with the PPS for this application.

## **Section 51(24)**

The criteria under section 51(24) of the Planning act have been reviewed in this application.

Unless there are concerns expressed by any of the municipal departments, it would appear that the application meets these standards.

## **STANDARD CONDITIONS**

The proposed consent by Jason and Monique Kalbe for the creation of one new lot on Big Sound Road be approved subject to:

1. Hooking up to the municipal water supply;
2. Payment of parkland fees;
3. Approval of an entrance by the operations manager;
4. Payment of any applicable planning fees;

Respectfully,

A handwritten signature in blue ink that reads "John Jackson". The signature is written in a cursive, flowing style with a large initial "J".

John Jackson

JJ:pc

**PARRY SOUND AREA PLANNING BOARD - APPLICATION FOR CONSENT**  
4 Church Street, Parry Sound, Ontario P2A 1Y3 (Phone 705-746-5216 Fax 705-746-2377)

No. B 1712019 (mcd)

**1. Applicant Information**

1.1 Name of Applicant JASON & MONIQUE KALBE  
Address Box 129 1-BIG SOUND RD  
Nobel, ON  
Postal Code P0G-1G0

Home Tel No. C. (705) 774-0388  
Business Tel No. ( )  
Home Fax Tel No. ( )  
Business Fax Tel No. ( )  
kalbejig@gmail.com

1.2 Name of Owner(s) (if different from the applicant). **An owner's authorization is required in Section 12, if the applicant is not the owner.**

Name of Owner \_\_\_\_\_  
Address \_\_\_\_\_  
Postal Code \_\_\_\_\_

Home Tel No. ( )  
Business Tel No. ( )  
Home Fax Tel No. ( )  
Business Fax Tel No. ( )

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

Name of Contact \_\_\_\_\_  
Address \_\_\_\_\_  
Postal Code \_\_\_\_\_

Home Tel No. ( )  
Business Tel No. ( )  
Home Fax Tel No. ( )  
Business Fax Tel No. ( )

**2. Purpose of this Application (check appropriate box)**

2.1 Type and purpose of transaction for which application is being made

- ☒ creation of a new lot      ☐ lot additions      ☒ easement      ☐ right-of-way      ☐ lease  
☐ correction of title      ☐ charge      ☐ other (specify, e.g., partial discharge of mortgage)

OTHER Explain: \_\_\_\_\_

**3. Name of person(s) (purchaser, lessee, mortgage, etc.) to whom land or interest is intended to be transferred, charged or leased, if known and specify relationship to present owner, if any.**

3.1 Lot 1 JASON & MONIQUE KALBE Lot 2 \_\_\_\_\_ Lot 3 \_\_\_\_\_

**4. Location of the Subject Land** Fire Route # 1 Assessment Roll # 493101001216286

4.1 Municipality MCDONALD Concession No. A Lot(s) No.(s) 4

Street Name and No. 1 BIG SOUND RD M-Plan No. 42m623 Lot(s) 19

Registered Plan No. Part(s) \_\_\_\_\_ Parcel No. 2698555

**5. Easements or restrictive covenants**

5.1 Are there any easements or restrictive covenants affecting the subject land? ☒ NO      ☐ YES  
If YES, describe the easement or covenant and its effect:

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

**6 Description of Lands to be Divided and Servicing Information (Complete each subsection)**

6.1	Retained	Severed (Lot 1)	Severed (Lot 2)	Severed (Lot 3)
Frontage (m)	134.7m	60m		
Depth (m)	54	54m		
Area (ha)	0.4	0.3		
6.2 Existing Use	Residential	Residential		
Proposed Use	Residential	Residential		

**6.3 Buildings or Structure (Attach Separate list if necessary)**

	Retained	Severed(Lot 1)	Severed(Lot 2)	Severed(Lot 3)
Existing-Type & Size	1700sqft			
Proposed-Type & Size		1200sqft.		

**6.4 Access (check appropriate space)**

	Name	Retained	Severed(Lot 1)	Severed(Lot 2)	Severed(Lot 3)
Provincial Highway					
Municipal(maintained all year)	Big Sound Rd	x	x		
Municipal road, seasonal					
Other public road					
Right of way					
Water Access					

**IF WATER ACCESS ONLY**

Parking and docking facilities to be used

Approximate distance of these facilities from the subject land

The nearest public road

**6.5 Water Supply (enter in appropriate space - E for Existing or P for Proposed)**

	Retained	Severed(Lot 1)	Severed(Lot 2)	Severed(Lot 3)
Publicly owned and operated piped water system	E	P		
Privately owned and operated individual well				
Privately owned and operated communal well				
Lake or other waterbody				
Other means				

**6.6 Sewage Disposal (enter in appropriate space - E for Existing or P for Proposed)**

	Retained	Severed(Lot 1)	Severed(Lot 2)	Severed(Lot 3)
Publicly owned and operated sanitary sewage system				
Privately owned and operated individual septic tank	E	P		
Privately owned and operated communal septic system				
Privy				
Other means				

## 7. Official Plan

7.1 What is the current designation of the subject land in the Official Plan: Rural

## 8. Current Application

8.1 Has the land ever been the subject of an application for approval of a plan of subdivision under section 51 of the Planning Act. If **YES**, and if known, specify the appropriate file number and status of application and/or Plan No.

☒ YES ☐ NO ☐ UNKNOWN

8.2 Has the land ever been the subject of a consent under section 53 of the Planning Act. If **YES**, and if known, specify the appropriate file number and status of application.

☐ YES ☒ NO ☐ UNKNOWN

8.3 Is the subject land currently the subject of an official plan amendment, zoning by-law, a Minister's zoning order, a minor variance, an approval of a plan of subdivision or a consent. If **YES**, and if known, specify the appropriate file number and status of application.

☐ YES ☒ NO ☐ UNKNOWN

8.4 Are there additional consents being applied for on these holdings simultaneously with this application, or being considered for the future?

☐ YES ☒ NO ☐ UNKNOWN

## 9. Original Parcel

9.1 Has any land been severed from the parcel originally acquired by the owner of the subject land. If **YES**, and if known, specify the date of the transfer, the name of the transferee and the land use on the severed land.

☐ YES ☒ NO ☐ UNKNOWN

## 10. Affidavit / Sworn Declaration

The contents of the application and appendices shall be validated by the Applicant (or authorized agent) in the form of the following Affidavit / Sworn Declaration before a Commissioner or other person empowered to take Affidavits.

Dated at the Town of Perry Sound this 27th day of May 2019  
I, Jason Kellogg & Ian Kellogg of the Township of McDougall in the County/District/Regional Municipality of Perry Sound solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT.**

  
Signature of Applicant or Agent

DECLARED BEFORE ME at the Town of Perry Sound in the District of Perry Sound this 27th day of May 2019.

\_\_\_\_\_  
A Commissioner of Oaths



## 11. Authorizations

- 11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorizations set out below must be completed.

### Authorization of Owner for Agent to Make the Application

I, \_\_\_\_\_, am the owner of the land that is the subject of this application for Consent and/or Zoning By-law Amendment and I authorize \_\_\_\_\_ to make this application on my behalf.

Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_

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

### Authorization of Owner for Agent to Provide Personal Information

I, \_\_\_\_\_, am the owner of the land that is the subject of this application for Consent and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize \_\_\_\_\_, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date \_\_\_\_\_ Signature of Owner \_\_\_\_\_


## 12. Consent of the Owner (this section must be completed for the application to be processed)

- 12.1 Complete the consent of the owner concerning personal information set out below.

### Consent of the Owner to the Use and Disclosure of Personal Information

I, Jessy Mouque Kalbe, am the owner of the land that is the subject of this application and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.


Questions about this collection of personal information should be directed to Glenn Robinson, Secretary-Treasurer.

Date May 27, 2019 Signature of Owner 

## 13. Additional Fees

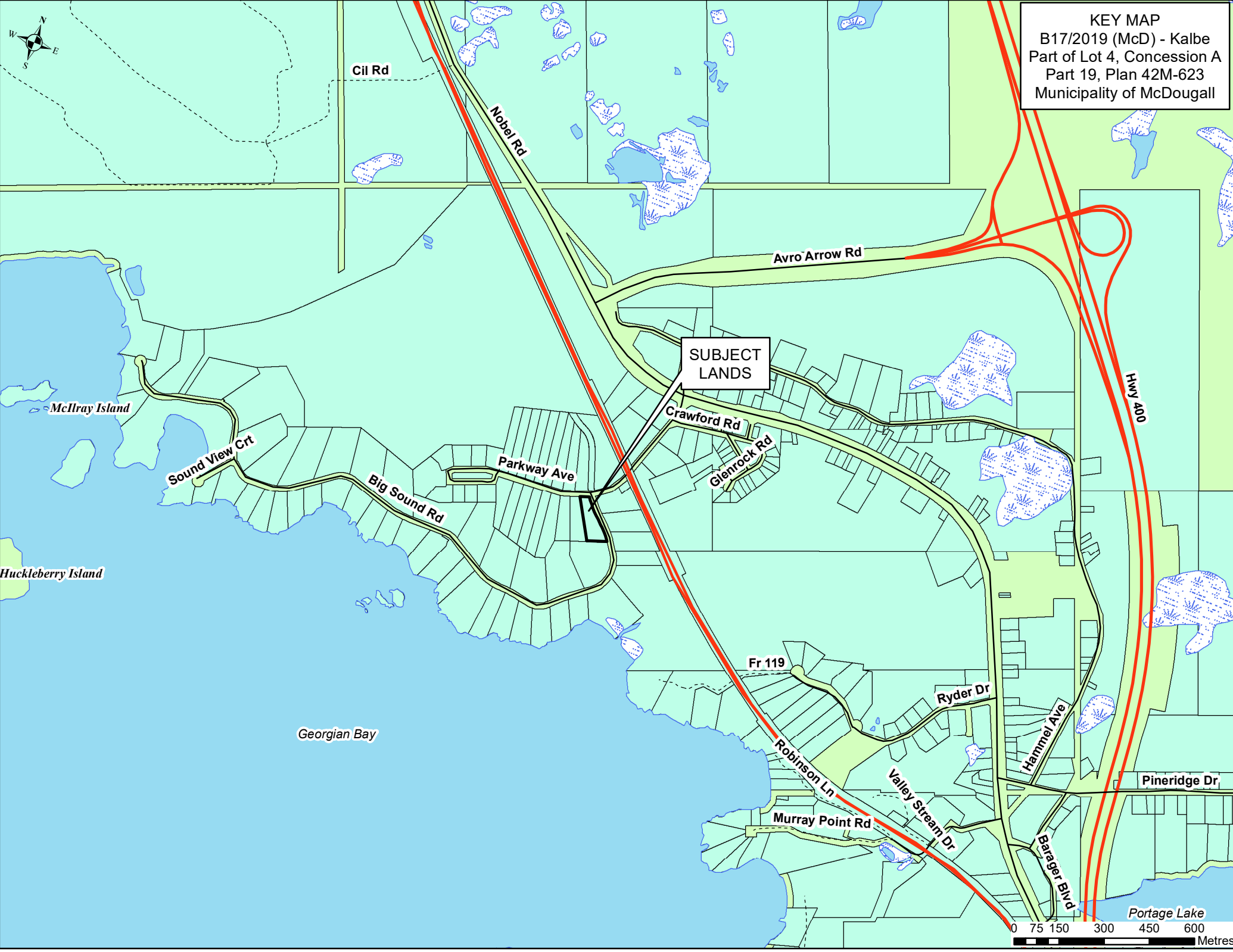
The applicant hereby agrees:

- (a) to reimburse the Parry Sound Area Planning Board for any costs incurred in processing this application which are above and beyond the amount of the application fee; and
- (b) to pay all costs legal and otherwise, that may be incurred by the Parry Sound Area Planning Board with respect to an Ontario Municipal Board Hearing, that may be held as a result of this application for a consent and to provide a deposit for such costs at least 45 days prior to any scheduled hearing.

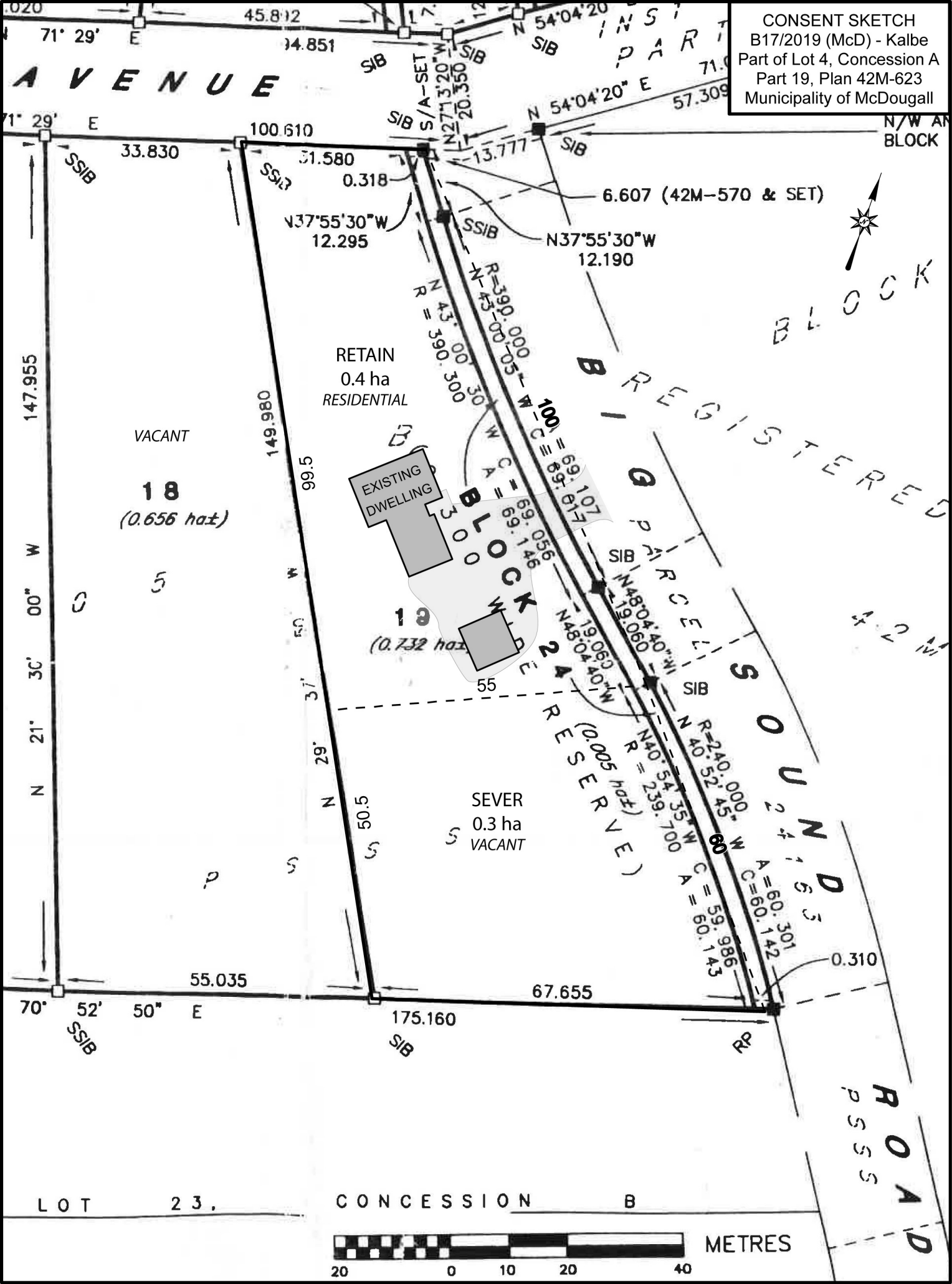
Date May 27, 2019 Signature of Owner 



KEY MAP  
B17/2019 (McD) - Kalbe  
Part of Lot 4, Concession A  
Part 19, Plan 42M-623  
Municipality of McDougall



CONSENT SKETCH  
B17/2019 (McD) - Kalbe  
Part of Lot 4, Concession A  
Part 19, Plan 42M-623  
Municipality of McDougall



[illegible]

**Environment and Land Tribunals  
Ontario**

Local Planning Appeal Tribunal

655 Bay Street, Suite 1500  
Toronto ON M5G 1E5  
Telephone: (416) 212-6349  
Toll Free: 1-866-448-2248  
Website: [www.elto.gov.on.ca](http://www.elto.gov.on.ca)

**Tribunaux de l'environnement et de  
l'aménagement du territoire Ontario**

Tribunal d'appel de l'aménagement  
local

655 rue Bay, suite 1500  
Toronto ON M5G 1E5  
Téléphone: (416) 212-6349  
Sans Frais: 1-866-448-2248  
Site Web: [www.elto.gov.on.ca](http://www.elto.gov.on.ca)



May 15, 2019

**VIA email: [lwest@mcdougall.ca](mailto:lwest@mcdougall.ca)**

The Clerk  
Municipality of McDougall  
R.R.3  
Parry Sound, ON  
P2A 2W9

Subject:	Case Number:	PL170446
	File Number:	PL180450
	Related File Number(s):	PL170446, PL180787
	Municipality:	McDougall
	By-Law Number:	2018-13
	Property Location:	Concession 11 Part Lots 32-40 et al
	Appellant(s):	Akzo Nobel Coatings Ltd.

---

I am writing to advise that the appeal by Akzo Nobel Coatings Ltd. was withdrawn by email dated May 14, 2019.

There are no outstanding appeals in this matter, and our file is closed.

Yours truly,

Mary Ann Hunwicks  
Secretary

C.C.  
Julie Paquette  
John Jackson

## MUNICIPALITY OF MCDUGALL FIRE / EMERGENCY SERVICES, 2019

[illegible]

## Lori West

---

**From:** Sheri Skinner <sskinner@townofparrysound.com>  
**Sent:** Tuesday, June 11, 2019 2:31 PM  
**To:** Maryann Weaver; michelle.hendry@whitestone.ca; Lori West; clerk@township.mckellar.on.ca; cjeffery@seguin.ca; dmcleod@seguin.ca; clerksoffice@carling.ca; info@carling.ca; clerk@magnetawan.com; clerk.administrator@whitesone.ca  
**Cc:** Dave Thompson; Brian Leduc; Gord Harrison; 'Ed Bier'; Don Hood (dhood@seguin.ca); 'Fire Chief Bob Whitman'; Joe Villeneuve; 'Dean Buttici (fire@magnetawan.com)'  
**Subject:** SEMINAR INVITATON - Essentials of Municipal Fire Protection  
**Attachments:** 1-Essentials Seminar Information Sheet 2019.pdf; 2-Essentials Seminar Registration Form (2).pdf

Good afternoon

The Office of the Fire Marshal and Emergency Management (OFMEM) and the Parry Sound Fire Department are pleased to announce the availability of the one-day *Essentials of Municipal Fire Protection - A Decision Makers' Guide Seminar*.

The seminar is being delivered on **August 20<sup>th</sup>, 2019** from 08:30 hrs to 16:30 hrs, at the **Parry Sound Fire Department**. If you would like to attend you can do so by filling out the attached **Essentials Seminar Registration Form** and returning it no later than **August 9<sup>th</sup>, 2019**. A guidebook (*may only be available in an electronic format*) will be provided at no cost. Participants will be responsible for any associated travel, and/or accommodation costs.

- NO FEE to attend the Essentials Seminar
- coffee and snacks **will be** provided
- lunch **will not be** provided
- ***PARKING*** is available at the St. Andrews lot on James Street (the parking lot between the Municipal Office and the Fire Hall)

### **Attached:**

1. Essentials Seminar Information Sheet
2. Essentials Seminar Registration Form

If you have received this e-mail I(we) ask that you distribute it to your Senior Staff as well as your Council members. The Fire Chiefs of all invited communities have already been advised and also cc'd on this e-mail.

If you have any further questions please do not hesitate to contact myself at [sskinner@townofparrysound.com](mailto:sskinner@townofparrysound.com)

Thank you

**Sheri Skinner**  
**Administrative Assistant**  
**Emergency and Protective Services**  
[sskinner@townofparrysound.com](mailto:sskinner@townofparrysound.com)

**Town of Parry Sound**  
**4 Church Street**  
**Parry Sound, ON P2A 1Y3**  
**T. (705) 746-2262**  
**F. (705) 746-2377**





## The Office of the Fire Marshal and Emergency Management (OFMEM)

### **PRESENTS:**

### ***Essentials of Municipal Fire Protection - A Decision Makers' Guide***

#### **WHO** should attend this one day seminar?

- Senior Municipal Leaders (members of council, CAO's, clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities
- Deputy/Assistant Fire Chiefs appointed for the fire departments in their municipalities
- Senior fire department officers with the authority to act on behalf of the Fire Chief

#### **WHY** should you attend?

The *Essentials of Municipal Fire Protection - A Decision Makers' Guide Seminar* is a collaborative project of Office of the Fire Marshal (OFM) staff representatives, along with a broad group of municipal and fire service stakeholders.

This one-day seminar incorporates key fire protection service information that decision-makers have expressed they need to know: i.e. what they must do, what service delivery options they have, how they can determine which services to provide in their municipalities, and what tools are available to them. OFM Field and Advisory Services staff use a combination of the supplied Guidebook, PowerPoint programs and interactive case studies to deliver these key messages.

#### **WHAT** will you learn?

The Guidebook provided is intended as a reference and companion document to the *Essentials Seminar*, which incorporates key information for municipal decision-makers to assist them with a general understanding of municipal responsibilities under the *Fire Protection and Prevention Act, 1997* and the *Ontario Fire Code*.

The seminar will also provide you with an overall understanding of: the structure of the OFMEM, the principals behind promoting public safety and safer communities, elements of the *Fire Protection and Prevention Act, 1997*, various municipal requirements and responsibilities, enforcement of offences under the FPPA, determining municipal fire protection service delivery options, legislation, regulations and standards.

For more information, please contact our OFMEM Advice and Assistance Unit toll free number at **1-844-638-9560** and a unit member will assist you.

If you wish to have a response in writing please send your email to [OFMEM-FAS-AA@ontario.ca](mailto:OFMEM-FAS-AA@ontario.ca).





**The Office of the Fire Marshal and Emergency  
Management presents:**  
**Essentials of Municipal Fire Protection**

**Registration Form**

(Host to fill in blue fields on form)

Reset Form

**WHO should attend this one day seminar?**

- Senior Municipal Leaders (members of council, CAO's, Clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities
- Deputy Fire Chiefs appointed for the fire departments in their municipalities

**Location of Seminar:** PARRY SOUND FIRE DEPARTMENT  
(Venue Name, Street  
Address, City/Town,  
Postal Code, Link for Map) 4 CHURCH STREET  
PARRY SOUND, ON  
P2A 1Y3

**Date of Seminar:** August 20, 2019

**Forms must be received by:** August 9, 2019

**PARTICIPANT(S) TO FILL IN BELOW:**

Organization:

Street Address:  City/Town:  Province:  Postal Code:

Telephone:  FD Fax:

Participant #1:  Email:

Rank/Title:  Dietary Restrictions:

Participant #2::  Email:

Rank/Title:  Dietary Restrictions:

Participant #3:  Email:

Rank/Title:  Dietary Restrictions:

**Email completed registration form to:** [sskinner@townofparrysound.com](mailto:sskinner@townofparrysound.com)

Print Form



## REPORT TO COUNCIL

<b>Report No.:</b>	DPR-2019-06
<b>Council Date:</b>	June 19, 2019
<b>From:</b>	Director of Parks & Recreation
<b>Subject:</b>	Draft Municipal Alcohol Policy; version 2

### **Background:**

A draft Municipal Alcohol Policy (MAP) was introduced at the Council meeting of June 5, 2019. The draft MAP is a document to assist rental users of Municipal facilities where the renters will acquire and use a Special Occasion Permit (sale or provision of alcohol for an event) issued by the Province of Ontario. Further, the MAP will provide direction to control and educate SOP holders with the safe sale and provision of alcohol at their event.

Council requested changes to be made to the document. The draft MAP changes requested were made to the attached version. The changes include removal of McDougal Recreation Centre as an allowable SOP venue; additional conditions in the insurance requirement section.

### **Recommendation:**

It is the recommendation of the Director of Parks & Recreation that the attached version of the draft Municipal Alcohol Policy be adopted as circulated.



## **Municipality of McDougall**

### **Municipal Alcohol Policy (DRAFT VERSION 2)**

#### **Goal of the Municipal Alcohol Policy**

The Municipality of McDougall and the Parks Department wish to manage the use of alcohol in all facilities owned and operated by the municipality in a manner that ensures the health and safety of all participants and the protection of facilities. Further, to ensure the social needs of the community are met with the provision of public spaces where celebrations can be held.

In order to meet the leisure and social needs of this community and the requirements of the municipality, a policy for the management of alcohol during events and functions is in place.

#### **Facilities Eligible for Special Occasions Permit**

Waubamik Community Hall

#### **Facilities Not Eligible for Special Occasions Permit**

Nine Mile Lake Beach, Nobel Beach, Bell Lake Beach, Beaver Trail Beach, Portage Lake Beach, Crawford (KARS) Park.

#### **Events Not Eligible for Special Occasions Permit**

All youth events and all minor sports events.

#### **Youth Admittance to Adult Events**

Persons under the age of 19 years are not to be admitted to adult social events where alcohol is available after 9:00pm. *Exceptions (weddings, family functions), will be brought to the attention of Municipal staff by the Licensee for review and approval.*

**Low Alcohol Drinks**

At least 25% of the available beer will consist of light beer.

Non-alcohol drinks must be offered at no charge, or at a cost significantly lower than alcohol drinks.

**Safe Transportation**

Event sponsor(s) will be required to implement a safe transportation strategy, such as a designated driver program or encourage use of taxi service.

**Server Intervention Training**

At least one bar server at all times must have server training (SIPP or Smart Serve), and provide proof of said training. A bar/server schedule must be provided to the Municipality of McDougall.

**Controls**

A Special Occasion Permit event must have controls which will prevent underage, intoxicated, or rowdy people from entering; prevent participants from becoming intoxicated; refuse service to intoxicated participants and remove them safely from the event.

The person who signs the S.O.P. and rental agreement must attend the event and be responsible for making decisions regarding the operation of the event.

The only acceptable form of identification will be a Driver's Licence with photo.

All entrances must be supervised.

Volunteers must clear tables on a regular basis.

A worker who is impaired or intoxicated will not be allowed to be on duty at the event. The event sponsor will be responsible to replace the volunteer immediately.

Maximum capacity of a facility to be determined by the Fire Chief and/or Building Inspector.

All bottles are to be retained within the bar area and alcohol served in non-breakable material. (Paper or plastic cups) ABSOLUTELY NO GLASSWARE IS PERMITTED.

Oversized drinks, double shots, pitchers of beer, drinking contests, and volume discounts are not permitted. ,

Municipal staff will evaluate an event and risk potentials with the sponsoring group, and may require the presence of police officers for the duration of the event, the cost to be borne by the sponsoring group or individual.

Police are to be notified by event sponsor or Municipal staff of a potentially risky situation before the situation is out of control.

At masquerade events, participants may be required to identify themselves.

No Last Call

12:30 am - Ticket sales at bar cease.

1:00 am- Bar area closed.

1:30 am- Guests must leave.

2:00 am - Premises to be vacated, all evidence of alcohol consumption to be removed.

All functions involving the sale of alcohol must have a Certified Trained Server on duty at all times.

### **Insurance**

A minimum of *two million dollars in Commercial General Liability (including liquor liability) Insurance and a maximum \$1000 deductible*, must be purchased by the sponsor for events in the Waubamuk Community Hall which have alcohol serving present.

Proof of insurance purchase must be provided with final payment before the rental.

**For further information, please contact: Municipality of McDougall;  
705-342-5252; McDougall, ON, P2A 2W9**

June 4, 2019

Clayton D. Harris  
Chief Administrative Officer  
Town of Parry Sound  
52 Seguin Street  
Parry Sound, Ontario  
P2A 1B4

Dear Mr. Harris:

Re: West Parry Sound Campus, Canadore College

Thank you for meeting with me on May 16, 2019, to discuss the West Parry Sound Campus. I appreciate the ongoing support of Canadore College and its campus by the Town of Parry Sound.

Canadore College's ultimate mission and purpose is to promote and provide education and training in the Province of Ontario. To thrive and succeed, the programs and services delivered at all Canadore campuses are market-driven and respond to student demand and employer needs. Ownership, title and management of the campuses, including the sustainability of each, are the sole responsibility of Canadore College and ultimately governed by the fulfillment of the College's mission. The College regularly rents and leases space at all of its campuses for a variety of uses, both long- and short-term, related to education, training, and/or research, including to other educational organizations (e.g. Contact North), business incubators, research projects, and more.

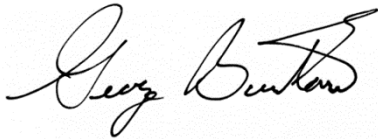
The College's West Parry Sound Campus was designed to accommodate 175 students and staff. The College is currently reviewing use of the space that falls within the College's mandate, including leasing or licensing the space, in part, to a third party with similar objectives. The College's intent, whenever contemplating the leasing of space, is to work within the College's planned academic activities and its staffing plan.

Canadore's proposed lease of space to the Conseil Scolaire public du Nord-Est de l'Ontario (CSPNE) will further the College's education and training mandate by permitting the College to maximize use of its resources. The lease of the space by CSPNE will be incidental to the College's activities, will be in support of the College's core values by promoting education and training, and will ultimately be of benefit to the community as a whole. We strongly suggest that the lease of space to CSPNE falls within the intent of the Agreement of Purchase of Sale, being the promotion of education and training in furtherance of the College's mandate.

.../2

Again, we cannot adequately express our gratitude to the Town of Parry Sound for its ongoing support to Canadore College for the connection it has developed with the surrounding communities.

Sincerely,



George Burton  
President and CEO

cc: Robert Nicholls, Chair, Board of Governors  
Norm Miller, MPP, Parry Sound-Muskoka  
Victor Fedeli, MPP, Nipissing  
Simon Fecteau, Director of Education, CSPNE  
Municipality of McDougall  
The Township of The Archipelago  
Township of McKellar

**Lori West**

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**From:** Postsecondary Accountability (TCU) <PostsecondaryAccountability@ontario.ca>  
**Sent:** Monday, June 10, 2019 2:07 PM  
**To:** Lori West  
**Subject:** Correspondence

Thank you for writing to the Minister of Training, Colleges and Universities and sharing the Municipality of McDougall's resolution. As Acting Director of the Postsecondary Accountability Branch, I am pleased to respond on the Minister's behalf.

Each publicly assisted college in Ontario is established through the *Ontario Colleges of Applied Arts and Technology Act, 2002*. Ultimate responsibility for decisions relating to college governance, management and administration lies with each college's Board of Governors. This includes responsibility for decisions regarding the management of its facilities and campuses.

I would encourage the Municipality to bring up its concerns with Canadore's President and Board of Governors. President George Burton can be contacted via his email ([george.burton@canadorecollege.ca](mailto:george.burton@canadorecollege.ca)) and the Board of Governors can be reached via their email ([brdofgov@canadorecollege.ca](mailto:brdofgov@canadorecollege.ca)).

Once again, thank you for bringing your concerns to our attention.

Sincerely,

Ivonne Mellozzi  
Acting Director  
Postsecondary Accountability Branch



## Issues discussed at the West Parry Sound Health Centre

Board of Directors meeting held June 10, 2019

- The meeting commenced with the reading of a letter from a grateful patient regarding her recent visit to the Emergency Department.
- The Community Engagement Committee, as part of their engagement strategy, and staff recently visited the Nurse Practitioner-Led Clinic at Moose Deer First Nation.
- The consent agenda was received. This included reports and recommendations from the Quality and Safety Committee, Governance Committee, Property/Finance Committee, Community Engagement Committee, Board Executive, Medical Advisory, Audit, Lakeland Long-Term Care and the WPSHC Foundation.
- The Amended and Restated By-Law #3 was amended, approved, and referred to the Corporation for final approval.
- The Board approved the slate of candidates for the AGM on June 18<sup>th</sup>.
- The year-end briefing note and write-off list was approved.
- D. Randall-Wood reviewed the Balanced Scorecard with the Board for the Q4 period.
- The WPSHC, Ambulance and Nurse Practitioner-Led Clinics financial statements were approved and referred to the Corporation for receipt.
- The Foundation report highlighted:
  - Since April 1, 2019, the Foundation has transferred \$347,351.01 in donations to WPSHC.
  - The 2019 special events were reviewed.
  - Over \$70,000 was raised at the Walk, Run, Pole event
- The Auxiliary report highlighted:
  - Whispering Pines continues to be well supported by staff and the public.
  - The dishwasher has been installed!
  - The Auxiliary is in the process of purchasing chairs for the ED waiting room.
  - The Auxiliary has provided 3012 volunteer hours since March 1, 2019.
  - The Auxiliary AGM is scheduled Tuesday, June 11 at 5:00 p.m.
- The Lakeland report highlighted:
  - Reverend Larry Freeman is retiring on June 21, 2019. A farewell will be held for Larry on the 21<sup>st</sup> at 3:00 p.m. in LLTC.
- The CEO report made reference to:
  - The anticipated surge in ED volumes throughout the summer.
  - The anticipated provincial movement on the transformation of our health care system.
  - The EHR go-live scheduled for the first of October.
  - A sincere farewell went out to Chery Ward who is retiring from the Board following 12 years of service.
  - The CEO thanked the voluntary Board of Directors for their commitment to WPSHC and our community.

Adjournment – 7:33 p.m.

**Lori West**

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**From:** Delegations (MMA) <Delegations@ontario.ca>  
**Sent:** Friday, June 7, 2019 4:02 PM  
**To:** Delegations (MMA)  
**Cc:** Partanen, Karen (MMAH); Scott, Nadine (MMA); Agis, Jennifer (MMA); Lee, Kate (MMA)  
**Subject:** Association of Municipalities of Ontario (AMO) 2019 Delegation Form

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Association of Municipalities of Ontario (AMO) 2019 Annual Conference is available online. Information about delegations and a link to the form are available here: <https://www.ontario.ca/form/2019-association-municipalities-ontario-conference>. The deadline to submit requests is **Friday June 28, 2019**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel 2019 de l'Association des Municipalités de l'Ontario (AMO) est disponible en ligne. Pour plus d'information sur les délégations et le formulaire, veuillez suivre le lien suivant : <https://www.ontario.ca/fr/forme/conference-de-lassociation-des-municipalites-de-lontario-de-2019>. Date limite pour présenter une demande: **vendredi 28 juin 2019**.

Thank you/ Merci

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Friday, June 7, 2019 9:49 AM  
**To:** Lori West  
**Subject:** Bill 108 Receives Royal Assent with Several Amendments

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## POLICY UPDATE

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June 7, 2019

### **Bill 108 Receives Royal Assent with Several Amendments**

Bill 108, *the More Homes, More Choice Act*, 2019 has now passed third reading at Queen's Park and received Royal Assent. It is now law in Ontario. The Act makes significant changes to the planning appeals process and to development charges. It also introduces a new Community Benefit Charges (CBC) under *the Planning Act* and makes changes to the planning process, conservation authorities, endangered species legislation, environmental assessments and to the *Ontario Heritage Act*.

AMO advocated vigorously on behalf of municipal interests throughout the legislative process, including by presenting before the Standing Committee of Justice Policy, and through our government relations work. A few amendments were introduced during the committee stage, including one that AMO and others proposed on including capital costs for ambulance services in development charges calculations.

Bill 108 will require numerous regulations for implementation. Draft regulations generally involve public consultations. AMO will continue to advocate for meaningful municipal involvement in Bill 108 regulations.

#### ***Local Planning Appeal Tribunal Act:***

Despite calls from AMO and municipal governments to allow the LPAT to continue to evaluate appeals based on compliance and conformity, *de novo* hearings will now be re-introduced. This move will take authority away from local councils and reverts back to an appeals process known to have a legacy of delays. It is unclear how the return to *de novo* hearings will lead to the faster provision of affordable housing.

#### ***Development Charges:***

We believe that the new changes to development charges will negatively impact municipal finances and go against the principle that growth should pay for growth. If a development is rental housing, institutional, commercial or industrial, development charge payments are now payable to the municipality as six annual installments commencing at occupancy. An amendment to Bill 108 following committee extends the repayment timeframe to 20 years for non-profit housing. Previously, development charges were payable in advance. This change will reduce the amount of revenue municipalities receive from development charges. It will also increase administrative burden for municipal governments.

On a positive note, municipal governments may now charge the full capital cost of waste diversion services as a development charge. Following ours' and others' proposed amendments at the committee stage, capital costs for ambulance services will now also be included in development charge calculations.

### ***Community Benefit Charges:***

Height and density bonusing under Section 37 of the *Planning Act* has been replaced with a new Community Benefit Charges framework. The CBC framework will allow municipal governments to pass by-laws covering a particular area to impose charges against land to pay for the cost of facilities, services and other matters required because of new development. Notably, costs eligible for development charges are excluded from CBCs. Eligible services and the methodology for calculating CBCs will be determined in regulation.

### ***Other Planning Act Changes:***

Timelines for making decisions related to official plans are reduced from 210 to 120 days and from 150 days to 90 days for zoning by-law amendments. Plans of subdivision are also sheltered from third party appeals. As well, the use of Inclusionary Zoning will now be limited to transit areas. This limits the utility of this affordable housing tool.

### ***Conservation Authorities:***

The mandatory 'core services' of conservation authorities will now be prescribed by regulation. Conservation authorities must also now enter into agreements with municipal governments on service delivery. Municipal governments want assurance that this new regime will not only bring transparency to the financial relationship with Conservation Authorities but will continue to support reaching the 'triple bottom line'.

### ***Endangered Species:***

Bill 108 also introduces a new approach to endangered species protection. Species at risk will now be considered in the broader geographic context when determining species' status. The Minister is also now able to enter into landscape agreements that authorize activities that would otherwise be prohibited in relation to listed species under certain circumstances. As per an amendment to the bill, alternative approaches will need to be considered before undertaking an activity that could adversely affect a listed species. While this direction holds potential to protect species at risk, a strong

commitment from the province is required to provide leadership and tools to make this a success.

***Environmental Assessment Act:***

The Bill will reduce the need to undertake a lengthy justification for low risk activities. AMO looks forward to participating as further information, regulations and guidance are developed.

***Ontario Heritage Act:***

*Ontario Heritage Act* changes will require municipal councils to notify property owners if their properties or included in the register due to cultural heritage value or interest. The changes also introduce new timelines aimed at making the heritage process more transparent. A technical amendment was made at the committee stage that the Trust is included in notices. The language around erecting structures on a heritage site was also clarified to stress that the attributes that give heritage significance should not be altered or demolished.

**AMO Contacts:**

**On Development Charges and Community Benefit Charges:**

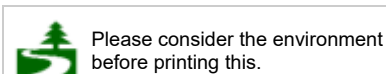
Matt Wilson, Senior Advisor, [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca), 416-971-9856 ext. 323.

**On LPAT, planning matters, CAs, endangered species, EAs and heritage:**

Cathie Brown, Senior Advisor, [cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca), 416-971-9856 ext. 342.

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**Lori West**

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**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Monday, June 10, 2019 5:20 PM  
**To:** Lori West  
**Subject:** The Legislature Rises and Waste Related Developments

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## POLICY UPDATE

June 10, 2019

### The Legislature Rises and Waste Related Developments

Last week the Ontario Legislature rose for the summer. Pending a surprise or emergency sitting, it is not expected to return until after the federal election on October 28<sup>th</sup>. Several bills of municipal interest passed in the final days of the spring session.

Last week was also a big week for the Blue Box Program. The provincial announcement on full producer responsibility was also complemented earlier today by an announcement from the federal government on its intention to take action on single use plastics.

Here are the top developments you need to know about with information on these announcements:

#### 1. Key Legislation of municipal interest is now law in Ontario

The legislature passed three keys bills of municipal interest: Bill 107, Bill 108 and Bill 117. These are now law in Ontario. The provincial government also introduced legislation to cap public sector compensation (Bill 124). This proposed legislation will remain at first reading until the return of the House. Notably, it does not affect municipal governments.

**Bill 107** makes [legislative amendments related to transportation safety](#). Municipal governments can now charge administrative monetary penalties to drivers for passing an extended school bus stop arm outfitted with a camera. Evidentiary rules will be established through regulation. As well, off-road vehicles are now automatically permitted onto municipal roads unless expressly prohibited by municipal bylaw.

The passing of **Bill 108** means a return to *de novo* land use planning appeal hearings and old OMB rules under the new Local Planning Appeal Tribunal. Bill 108 also makes significant changes to when and how development charges are to be collected and introduces a new Community Benefit Charges to replace height and density bonusing under Section 37 of *the Planning Act*, soft services, and parkland. Other changes include the shortening of planning process timelines, new limits on inclusionary zoning, changes to endangered species rules, environmental assessment reforms and changes to built heritage designation rules. For more information on the municipal impacts of Bill 108, click [here](#).

**Bill 117** makes changes to the *Ontario Society for the Prevention of Cruelty to Animals Act* in light of the OSPCA's decision to stop enforcing animal cruelty rules effective June 28<sup>th</sup>. AMO has warned the province that downloading enforcement responsibilities onto municipal government will negatively affect local budgets. For the interim, Bill 117 introduces measures until a new animal cruelty protection system is ready by 2020. Ontario can now appoint a Chief Inspector who in turn has the power to appoint Inspectors to enforce the Act. AMO expects interested OSPCA-affiliates to express a willingness to continue carrying out the enforcement function. Willing municipal governments may also wish to express interest.

## **2. The Province Announces Facilitator for Blue Box Transition to Full Producer Responsibility**

On Friday, June 7<sup>th</sup>, the Minister of Environment, Conservation and Parks [announced](#) that [David Lindsay](#) has been retained to facilitate a process between municipal governments, producers and other stakeholder to transition the Blue Box program to full producer responsibility.

The facilitator's work is to be guided by the following policy objectives (which are reflective of municipal advocacy):

- Standardization across the province of what can be recycled in offices, parks, public spaces and homes;
- Improve diversion rates and increase what materials can be recycled;
- Reduce litter and waste in communities and parks;
- Improve Ontario's Blue Box program by requiring producers to pay for the recycling of the products they produce, through achieving producer responsibility; and,
- Maintain or improve frequency of Blue Box collection.

The role of the facilitator is two-fold:

1. A mediation role to foster discussion and help producers, municipalities and other stakeholders to move closer to or reach agreement on key issues; and,
2. An advisory role to provide the Minister with advice on how these issues may be best addressed to ensure Ontario's recycling system is more consistent, reliable and cost-effective for Ontarians.

The facilitator's report is due to the Minister by July 20, 2019.



The province has assured AMO that municipal governments will be involved in provincial engagement. The development is good news and moves municipal governments a step closer to our objective of getting the blue box program to full producer responsibility.

### 3. Federal Government Announces Plan on Plastic Waste

The province's move to full producer responsibility aligns well with today's [announcement from the Government of Canada](#) that it will work with governments and businesses across the country to ban harmful single-use plastics as early as 2021 where supported by scientific evidence (i.e. plastic bags, straws, cutlery, plates, and stir sticks). The federal government also commits to work with provinces and territories to introduce standards and targets for companies that manufacture plastic products or sell items with plastic packaging so they become responsible for their plastic waste.

AMO will continue to monitor and work with the Federation of Canadian Municipalities (FCM) and other stakeholders on these initiatives. These actions are in keeping with the advice provided by municipalities at the outset of these consultations.

#### Staff Contacts:

You can contact AMO's Policy Team at [policy@amo.on.ca](mailto:policy@amo.on.ca). To reach Monika Turner, AMO's Director of Policy, email [mturner@amo.on.ca](mailto:mturner@amo.on.ca).

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# TOWNSHIP OF MCKELLAR

DRAFT  
ACTION PLAN  
2018-22



1

## MAYOR'S MESSAGE:



OUR NEW COUNCIL APPROVED THE DEVELOPMENT OF A FOUR YEAR "ACTION PLAN" FOR 2018-2022. THESE ACTION ITEMS WILL BE BASED ON THE TOWNSHIP'S PRIORITIES AND OBJECTIVES AND WILL BE IMPLEMENTED OVER THE NEXT FOUR YEARS. IT WILL FOCUS ON HOW BEST TO USE OUR LIMITED RESOURCES.

MORE IMPORTANTLY, THE "PLAN" HAS BEEN DEVELOPED WITH INPUT AND SUPPORT FROM RATEPAYERS, STAFF AND COUNCIL THROUGH THE CAMPAIGN, VARIOUS PUBLIC BRAINSTORMING AND PRIORITY SETTING MEETINGS ALONG WITH NUMEROUS WRITTEN SUBMISSIONS. THE PROCESS HAS BEEN EXCITING, CREATIVE AND INCLUSIVE.

WITH ALL YOUR INPUT, THE TOWNSHIP OF MCKELLAR CAN NOW MOVE FORWARD IN A POSITIVE, COLLECTIVE WAY TO IMPROVE OUR SENSE OF COMMUNITY AND ENHANCE OUR QUALITY OF LIFE. THANK YOU FOR YOUR INTEREST AND INVOLVEMENT

2

2

### THE ONGOING PROCESS:

DEVELOPING A LONG TERM PLAN IS NEVER STATIC BUT ONE WHICH IS CONSTANTLY EVOLVING. OUR ACTION PLAN IS A WORK IN PROGRESS.

SOME OF YOUR IDEAS HAVE ALREADY BEEN IMPLEMENTED. OTHERS ARE BEING REFERRED TO VARIOUS STANDING AND AD HOC COMMITTEES FOR MORE PUBLIC INPUT, DELIBERATION AND EVENTUAL RECOMMENDATION.

SOME PRIORITIES WILL TAKE LONGER DUE TO BUDGET CONSIDERATIONS. WE PLAN TO COMPLETE YOUR HIGHEST PRIORITIES OVER THE NEXT FOUR YEARS.

ULTIMATELY, WE WILL PUBLICLY REVIEW OUR PLANS PROGRESS ON AN ANNUAL BASIS, MAKE THE NECESSARY ADJUSTMENTS AND WORK COLLECTIVELY TO IMPLEMENT YOUR KEY PRIORITIES.

TODAY, ACTION ITEMS WITH A RANK OF 5 OR MORE (out of 10) ARE INCLUDED IN THIS FIRST ITERATION OF OUR ACTION PLAN. OTHER LOWER RANKS WILL BE CONSIDERED AS OUR PLAN IS REVIEWED, UPDATED WITH YOUR INPUT OVER THE NEXT FOUR YEARS.

3



4

## OUR TOWNSHIP OF MCKELLAR

### VISION

Preserving our past, meeting the needs of today, while planning for a sustainable tomorrow

### MISSION

The Township of McKellar is a safe, beautiful and welcoming community that is fiscally responsible; honours its heritage; protects its environment; believes in an inclusive sense of community; supports local businesses and eco-tourism; collaborates with our area neighbours; while planning for the future.

### VALUES

- Celebrate our community
- Support a tourist-based economy
- Encourage business opportunities
- Wise stewardship of resources
- Be a good neighbour
- Open and transparent
- Be accountable
- Continuous improvement
- Caring and compassionate
- Common sense approach



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## PROJECTS ALREADY APPROVED AND IN MOTION

- ADDRESS CURRENT ISSUES; SERVICING ROAD, ENVIRONMENT AND STEWARDSHIP AND , BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM
- SET UP THREE AD HOC COMMITTEES IN MARCH TO ADDRESS THESE ISSUES AND ARE TO MAKE RECOMMENDATIONS TO COUNCIL WITHIN 1 YEAR.
- A COMPLETE LIST OF COLLATED PRIORITIES FROM THE PUBLIC MEETINGS WILL BE FORWARDED TO EACH AREA FOR CONSIDERATION AND RESOLVE
  - a- Business, Economic Development and Tourism Committee- Marco Ancinelli
  - b- Servicing Roads Committee – Don Carmichael
  - c-Environment and Lake Stewardship Committee- Peter Hopkins
- 2. SET UP TWO COUNCIL LIAISON REPRESENTATIVES TO OVER SEE WAYS TO IMPROVE THE TRANSFER STATION OPERATION AND FIND POSITIVE SOLUTIONS TO THE RENTAL SITUATION AND ULTIMATELY BRING RECOMMENDATIONS TO COUNCIL
  - a- Transfer Station- Mike Kekkonen
  - b- Rentals-Marco Ancinelli

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## PROJECTS ALREADY APPROVED AND IN MOTION

- 3. PROJECTS ALREADY IN MOTION AND BUDGETED FOR IN 2019:
- -a- New Business Directory - approved Mar 19
- -b- Spring electronic newsletter- approved Feb 19
- -c- Tender to partially restore churches – tendered Feb 19
- -d- Area collaboration: members of CiINO, WPS Wellness and Pool Committee- Dec 18
- -e- developing a five year capital projects plan – Mar 19- Budget committee
- -f- Title change to Mayor and Deputy Mayor – Mar 2019
- -g- Preparing proposal for grant to widen Hurdville Bridge
- -h- Request for proposal for heritage walking bridge, grant proposal
- -i- Transfer station expansion of hours in 2019 budget
- -j- Increased scholarships to WPSHS graduating students

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### SUMMARY OF STAFF IDEAS FOR ACTION PLAN:- 2019 priorities:

	Included
-i- New website- high priority	✓
-ii- Revise Bill 88 By Laws- Mar 1, 19	✓
-iii- By law committee to revise the long list of By Laws that need revision over the	
-iv- Develop a McKellar Facebook page	✓
-v- EMS supplies for CC blankets, cots, water	
-vi- Develop a plan to glean old files- retention By Laws	
-vii- Develop ways to improve rental decision making	✓
-viii- Revamp the Welcome package for new residents and businesses	✓
-ix- Develop policies needed for our Asset Management Plan-July 1, 19	
-x- Develop a long term capital projects budget	✓
-xi- Review work load and timing of key projects and need for new staff	
-xii- To develop a 5 year road plan	✓
-xiii- To develop a five year curbs plan	✓
-xiv- To develop a five year capital equipment plan	✓
-xv- Review procurement by law to allow three quotes for equipment and materials	
-xvi- Area-wide cooperative joint capital and material purchases to save money	
-xvii- Remove unsafe dams- stairs and shed	
-xviii- Urgent Need to look at new, upgraded and integrated internet systems for file, maps and office	
-xix- Need to continue to encourage the professional development of our staff on a regular basis	
-xx- Upgrade boat launches on Lakeshore Stewart Park- turning circle and pilking	✓
-xxi- review future office staffing needs	

8

8



9

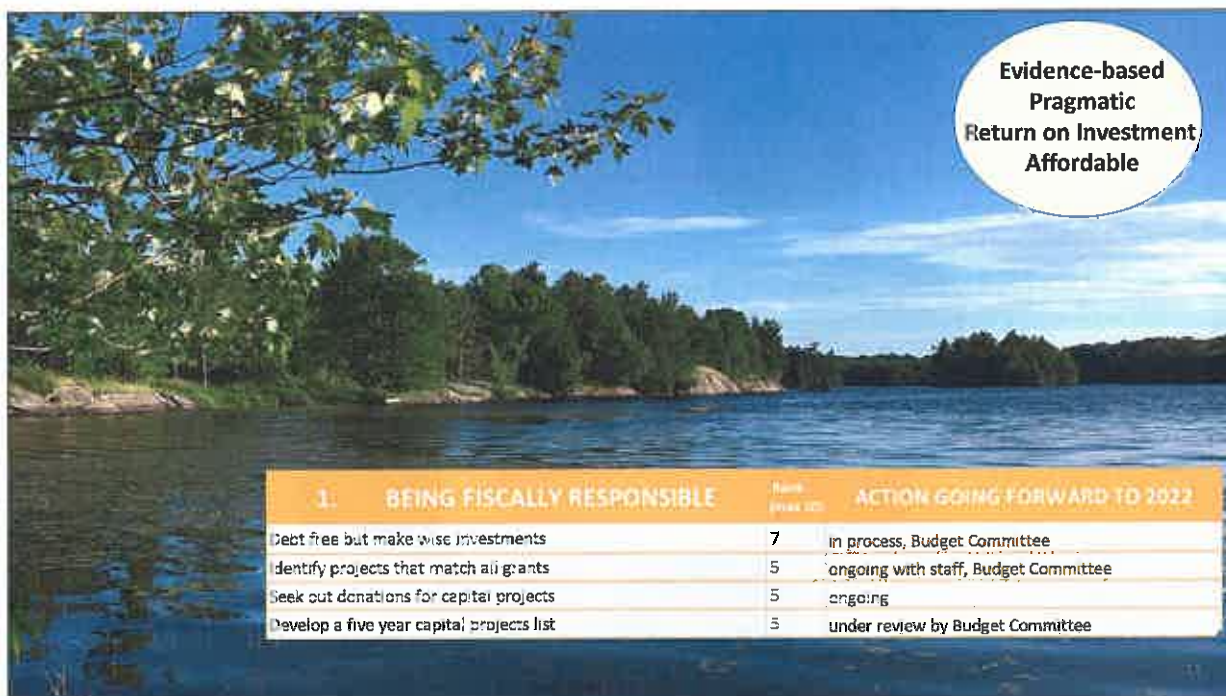
## Action Plan: Key Objectives



- 1. BEING FISCALLY RESPONSIBLE
- 2. ENHANCING ECONOMIC DEVELOPMENT
- 3. COLLABORATING WITH OUR NEIGHBOURS
- 4. BEAUTIFYING OUR COMMUNITY AND PRESERVING OUR HERITAGE
- 5. OPEN COMMUNICATION
- 6. CONTINUOUS IMPROVEMENT: SAFETY, PROGRAMS AND SERVICES:
- 7. PROTECTING AND PRESERVING OUR ENVIRONMENT AND QUALITY OF OUR LAKES
- 8. CELEBRATING OUR COMMUNITY

10


10




**Evidence-based  
Pragmatic  
Return on Investment  
Affordable**


1. BEING FISCALLY RESPONSIBLE	Rank (max 10)	ACTION GOING FORWARD TO 2022
Debt free but make wise investments	7	in process, Budget Committee
Identify projects that match all grants	5	ongoing with staff, Budget Committee
Seek out donations for capital projects	5	ongoing
Develop a five year capital projects list	5	under review by Budget Committee

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2. ENHANCING / STIMULATING ECONOMIC DEVELOPMENT	Rank (max 10)	ACTION GOING FORWARD TO 2022
Affordable internet options, consider free WIFI	8	under review - SmartCo
Incentives for new business	8	referred to Business Ad Hoc Committee
Support local businesses	6	referred to Business Ad Hoc Committee
Continue to grow, enhance our local market	6	new vendors being added by market manager
Improve boat ramps	6	ongoing, refer to Public Works
Support for tourist operators	5	referred to Business Ad Hoc Committee
Acquire land for commercial space	5	under review by Budget Committee



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**OUR NEIGHBOURS: WEST PARRY SOUND AREA**

### 3. COLLABORATING WITH OUR NEIGHBOURS

	Rank (max 10)	ACTION GOING FORWARD TO 2022
Better rural internet, tv packages	8	under review by Council
Collaborating on area-wide projects	7	In process, heads of council, CllNO, pool
High speed fibre	7	under review, SmartCo, heads of council
Strategies to keep youth, attract professionals	6	referred to Business Ad Hoc Committee
Wellness centre, pool	6	in process, participation on Pool Committee
Attract tourism, other development strategies	6	referred to Business Ad Hoc Committee

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### 4. BEAUTIFYING OUR COMMUNITY AND PRESERVING OUR HERITAGE

	Rank (max 30)	ACTION GOING FORWARD TO 2022
Restore two churches –St Stephens and Hemlock	c	waiting on RFP, Budget Committee
Install kiosk at Pavilion in MP	c	official opening in July 2019
provide benches in town	b	under review by Council
spruce-up village centre retail, paint and trim	f	under review, Business Ad Hoc Committee
Install historical plaques for self-directed walking tours	6	referred to Historical Committee
Redo illuminated directional signs at key intersections	5	in progress, Budget Committee
welcome to McKellar signage	5	completed by summer 2019





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5. OPEN COMMUNICATION	Rank (max 10)	ACTION GOING FORWARD TO 2022
high speed fibre, better rural internet, tv packages	8	under review, SmartCo
Develop a new municipal and business directory	7	in process, Council, July 2019
Revamp our website	6	going to RFP
Show case local businesses in Minerva Park	6	new kiosk, July 2019
Public education on protecting environment	6	referred to Environment Ad Hoc Committee
Information boards near corner store, in Minerva Park	6	referred to Business Ad Hoc Committee
Brochure listing all local businesses	5	in process, Council and welcome package
Billboard for volunteer positions, community events at transfer station	5	referred to Business Ad Hoc Committee

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 <b>THE VILLAGE OF MCKELLAR</b> <b>HISTORICAL WALKING TOUR</b> (3rd Edition)	6. CONTINUOUS IMPROVEMENT: SAFETY, PROGRAMS AND SERVICES	Rank (max 10)	ACTION GOING FORWARD TO 2022	  
	Attractions			
	Build walking bridge to Minerva Park	8	applying for heritage bridge grant, Budget Committee	
	Continue to expand the market	6	market manager	
	Add new fall fair events, vendors	6	Agricultural Society	
	Year round washrooms	5	referred to Business Ad Hoc Committee	
	Attract snowmobilers	5	referred to Business Ad Hoc Committee	
	Walking, biking trail improvements	5	referred to Recreation Committee	
	Roads			
	Road safety: reduce speed in tourist areas	7	referred to Roads Ad Hoc or Roads Committee	
	Develop a five year roads plan	6	referred to Roads Ad Hoc or Roads Committee	
	Assess cost of tar & chip vs. pavement	5	referred to Roads Ad Hoc or Roads Committee	
	Flow sidewalks	5	referred to Roads Ad Hoc or Roads Committee	
	Sensors			
	Local nursing station	8	under review by Council	
	Pick-up meals to go for seniors, seasonal at Community Centre	6	under review by Council	
	Shop Local			
	gas station	7	referred to Business Ad Hoc Committee	
	Encourage B&B, other accommodations	7	referred to Business Ad Hoc Committee	
	restaurant	6	referred to Business Ad Hoc Committee	
	coffee shop	5	referred to Business Ad Hoc Committee	
	laundromat	5	referred to Business Ad Hoc Committee	
	By-laws			
	By-law: consider Sunday hunting ban	5	referred to By-Law Committee	

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### 6a. CONTINUOUS IMPROVEMENT: SAFETY, PROGRAMS AND SERVICES

Rank (max 10)      ACTION GOING FORWARD TO 2022

Programs	Rank	Action
Variety of walking tours	9	referred to Historical Committee
Boating smart course	7	referred to Recreation Committee
Heritage farm tours	7	referred to Recreation Committee, Historical Committee
Safety courses first aid, CPR	6	referred to Volunteer Fire Department
Expand swimming lessons at beach	6	referred to Recreation Committee
Ongoing support for more recreation services	6	referred to Budget Committee
Trail colour tours	5	referred to Recreation Committee
Canoe/kayak lessons	5	referred to Recreation Committee
History classes	5	referred to History Committee
Junior firefighter program	5	referred to Volunteer Fire Department






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### 7. PROTECTING AND PRESERVING OUR ENVIRONMENT AND WATER QUALITY

Rank (max 10)      ACTION GOING FORWARD TO 2022

Protect our lakes	9	referred to Environment Ad Hoc Committee
Fish stocking	7	referred to Environment Ad Hoc Committee
Control Canada geese	7	referred to Environment Ad Hoc Committee
Review septic bed issues	7	referred to Environment Ad Hoc Committee
Preserve shoreline, control wake	6	referred to Environment Ad Hoc Committee
Night sky protection	6	referred to Environment Ad Hoc Committee
Attract loons	5	referred to Environment Ad Hoc Committee
Noise reduction	5	referred to By-Law Committee
Transfer station		
Transfer station bins for building materials	7	ongoing transfer station review
Negotiate better rate with McDougall for building waste disposal	7	meeting to be scheduled with McDougall
Solution for recycling when compactors are unavailable	6	ongoing transfer station review
New bins for organic recycling	5	ongoing transfer station review








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8. CELEBRATING OUR COMMUNITY		Rank (max 10)	ACTION GOING FORWARD TO 2022
Continue scholarships for high school graduates and candidates for Canadore	8	8	ongoing, Council and Budget Committee
Recognise our committee volunteers	8	8	under review by Council
No amalgamation	8	8	ongoing, area-wide Councils' resolutions
Create a youth of the year award	7	7	under review by Council
Plan for our 150th Anniversary in 2023	6	6	under review by Council
Continue the senior of the year award	6	6	ongoing, Council and MPP




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## Township of McKellar Facts

Area	180.88 sq. km.
Permanent Population	1121
Permanent Registered Voters	966
Seasonal Registered Voters	2063
No. of Households	1632
No. of Commercial Properties	20
No. of Industrial Properties	6
Municipal Year Round Roads	93.02 km
Municipal Seasonal Roads	8.56 km
Private Roads	39.84 km
No. of Lakes	23
Bridges/Structures	6
No. Tonnes of Waste in 2018	522.65
No. Tonnes of Recycling in 2018	87.92
Emergency Calls in 2018	121
Assessment	\$656,987,861

## Township Facilities

Township Libraries	1
Township Fire Stations	2
Community Centres	1
Arena/Rink	1
Public Beaches	4
Boat Launches/Access Points	3
Parks	5
Museum	1
Sports Field/ Fairgrounds	1
Municipal Office	1
Cemeteries	6
Waste/Recycling Transfer Stations	1

## Other Private/Public Facilities

Post Offices	1
Golf Courses	1
Marinas	3
Churches	1
Private Community Centre	1



RECEIVED JUN 13 2019



Owing Allegiance to and Operating by  
Permission of Rameses Temple No. 33  
Toronto, A.A.O.N.M.S.

# Waubuno Shrine Club

BOX 161, PARRY SOUND, ONTARIO - P2A 2X3

Greetings from The Waubuno Shrine Club,

We are pleased to announce we will be holding our 43rd Annual Stag Surf and Turf picnic on Friday, July 26th, 2019 at the Kinsman Park Complex in Parry Sound. Tickets for the event are \$40. This includes a Pickerel and Beef Dinner, Smoked fish, Moose Sausage and an assortment of fresh veggies for dipping. This is a great event filled with games, prizes and fun where you can take your employees and show them your appreciation for their hard work, while helping us raise money for our **children in treatment**. Net proceeds from this event are for the benefit of the Waubuno Shrine Club. A donation will be made at the event to Rameses Temple for their distribution. I have included a poster outlining all the details of the event and the contact to obtain tickets.

**Shriners Hospitals for Children** is a network of paediatric specialty hospitals where children under the age of 18 receive excellent medical care regardless of the family's ability to pay. There are 22 hospitals throughout North America that specialize in orthopaedics, burn treatment and spinal cord injury repair. All 22 hospitals are fully funded and supported by the collective Shrine Clubs worldwide. More information on our hospitals and their services can be found at <http://www.shrinershospitalsforchildren.org>.

We are always looking for donations for our events. If you are interested in contributing to our prize table at this or any other Shrine Club event, please contact me at any time at the number below. Anything you would be able to donate would be greatly appreciated by our club.

If you are interested in becoming a Shriner or would like more information regarding the Noble Order, please visit <https://www.beashrinernow.com> for more information or talk to a Shriner at one of our events.

We appreciate your support and look forward to seeing you at our event.

Sincerely,

Dave Pearson - Surf and Turf Chair 2019  
705-773-8747  
[davepearson01@gmail.com](mailto:davepearson01@gmail.com)



*Waubuno Shrine Club*

**43rd Annual Stag Surf & Turf Picnic**

**FRIDAY JULY 26, 2019**

**KINSMEN CENTENNIAL PARK**

Doors open at 3, dinner at 6  
Address: 110 Parry Sound Drive.  
Parry Sound Ontario

**Tickets \$40.00**

**Early Bird Draw \$500.00**

Early Bird tickets must be purchased prior to July 5, 2019

**Contact: Dave Garagan**

**705- 746- 2725**

Net proceeds from this event are for the benefit of the Waubuno Shrine Club. Payments are not deductible as charitable donations



**Board of Management for the District of Parry Sound West**  
**Regular Meeting**  
**Wednesday February 27, 2019**

**MINUTES**

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**Present:** Ms. Lynne Gregory  
Mr. Paul Borneman  
Mr. Doug McCann  
Mr. Don Carmichael  
Mr. Ted Knight *via teleconference*  
Ms. Karen Insley Stewart  
Ms. Marsha Rivers, Chief Executive Officer (CEO)  
Ms. Billie Torbett, Recording Secretary

**Regrets:** Mr. Art Coles

**1.0 CALL TO ORDER:** The Board Chair called the meeting to order at 9:00 a.m.

**2.0 ITEMS TO BE ADDED TO THE AGENDA:**

Added (6.1) Review of Committee Membership

Moved (6.1 to 6.2) Finance Committee: 2019 Budget and Municipal Levy

**3.0 CONFLICT OF INTEREST:** None

**4.0 APPROVAL OF MINUTES:**

**15/19 "That the minutes of the Regular Meeting held January 9, 2019 be accepted as presented."**

Moved by: Karen Insley Stewart

Seconded by: Doug McCann

Carried

**5.0 CONFIRMATION OF AREA 4 SHARED APPOINTMENT**

Letters from the Municipality of Whitestone and the Townships of McKellar and McMurrich/Monteith nominating or supporting the nomination of McKellar Councillor Don Carmichael to the Board of Management as the joint appointment for Area 4 were received. All municipal council appointments for the term of January 1, 2019 to December 31, 2022 have now been confirmed.

**6.0 COMMITTEES:**

6.1 Review of Committee Membership:

**16/19 "That Motion # 5/19 passed at the January 9, 2019 regular Board meeting be amended;**

**AND FURTHER**

**That the following Board members be appointed to sit on the Finance Committee of the Board for the period of January 1, 2019 to December 31, 2019:**

**Board of Management for the District of Parry Sound West  
Regular Meeting  
Wednesday February 27, 2019**

**MINUTES**

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**Don Carmichael, Karen Insley Stewart, Lynne Gregory, Doug McCann and that Doug McCann, Secretary-Treasurer be appointed Chair of that Committee."**

Moved by: Don Carmichael

Seconded by Paul Borneman:

Carried

**17/19 "That Motion # 6/19 passed at the January 9, 2019 regular Board meeting be amended;**

**AND FURTHER**

**That the following Board members be appointed to sit on the Human Resources Committee of the Board for the period of January 1, 2019 to December 31, 2019:**

**Ted Knight, Doug McCann, Karen Insley Stewart, Lynne Gregory and that Ted Knight be appointed Chair of that Committee."**

Moved by: Don Carmichael

Seconded by: Paul Borneman

Carried

**18/19 "That Motion # 7/19 passed at the January 9, 2019 regular Board meeting be amended;**

**AND FURTHER**

**That the Strategic Planning Committee is made up of the complete Board of Management;**

**AND FURTHER**

**That the following Board members be appointed to sit on the Strategic Planning – Sustainable Core Business Analysis subcommittee of the Board for the period commencing January 1 2019:**

**Lynne Gregory, Doug McCann, Ted Knight, Paul Borneman, Don Carmichael, Art Coles, Karen Insley Stewart and that Karen Insley Stewart, Vice Chair be appointed Chair of that Committee."**

Moved by: Karen Insley Stewart

Seconded by: Paul Borneman

Carried

**Board of Management for the District of Parry Sound West**  
**Regular Meeting**  
**Wednesday February 27, 2019**

**MINUTES**

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- 6.2 Finance Committee: 2019 Budget and Municipal Levy: The 2019 draft operating budgets for the long-term care home and life lease were presented by the CEO and Finance Committee.

**19/19 "Whereas the Management Team has prepared a budget including foreseeable expenses for the Long-Term Care operations in 2019;**

**And Whereas the Board of Management has reviewed the proposed budget;**

**Therefore be it resolved that the Board of Management hereby approves the Long-Term Care Operating Budget for the existing Building in the amount of \$9,218,550;**

**And further that the levy be set at \$1,517,189."**

Moved by: Karen Insley Stewart

Seconded by: Doug McCann

Carried

**20/19 "Whereas the Management Team has prepared a budget including foreseeable expenses for the Life Lease operations in 2019;**

**Therefore be it resolved that the Board of Management hereby approves the Life Lease Budget as per attached in the amount of \$241,188.77."**

Moved by: Karen Insley Stewart

Seconded by: Doug McCann

Carried

**7.0 PRESENTATIONS:**

- 7.1 Lakeland CEO, Administrator, Board Chair – "Supporting the Health of our Communities". A deputation was made to the Board by a group representing Lakeland LTC. It was proposed and accepted that the Board Chairs meet to discuss the creation of a committee that would review long-term care home bed capacity in the District of Parry Sound West relative to current and future demand.

**8.0 BUSINESS ARISING:**

- 8.1 Historical Energy Audits – A historical energy audit completed by SIEMENS was discussed. The CEO will further investigate opportunities for energy savings.

**9.0 CORRESPONDENCE: Reviewed.**

**Board of Management for the District of Parry Sound West  
Regular Meeting  
Wednesday February 27, 2019**

**MINUTES**

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**10.0 REPORTS:**

10.1 Chair: The Chair provided a verbal report.

10.2 CEO: The CEOs written report was reviewed. It was raised that the Board would like more information with respect to the membership benefits with AdvantAge Ontario. The CEO of AdvantAge Ontario will be invited to make a presentation to the Board at the March 27, 2019 regular meeting.

**11.0 OTHER BUSINESS:**

11.1 LSAA Compliance Declaration 2018:

**21/19 "That the Board authorize the Board Chair to sign the attached Schedule E of the Long-Term Care Home Service Accountability Agreement (S-SAA) for the period January 1, 2018 to December 31, 2018."**

Moved by: Doug McCann

Seconded by: Paul Borneman

Carried

11.2 Non-Arm's length Transactions 2018: The Board attested that it is not aware of any non-arm's lengths transactions that occurred during the period of January 1, 2018 to December 31, 2018.

11.3 2018 Financial Auditors: The process for appointing the 2019 financial auditors was discussed and will be tabled for further discussion at the March, 2019 regular meeting.

**#22/19 "That the Board of Management appoint KPMG to complete the audit for 2018 for Belvedere Heights and the 2018/19 audit for Community Support Services."**

Moved by: Doug McCann

Seconded by: Karen Insley Stewart

Carried

**12.0 ACCOUNTS PAYABLE:**

**23/19 "That the Board hereby approves the Operating Expenses in the amount of \$855,236.86; Life Lease Expenses in the amount of \$23,151.68; and Community Support Services Expenses in the amount of \$72,400.79 for the month of January, 2019 as per the attached lists."**

Moved by: Karen Insley Stewart

Seconded by: Don Carmichael

Carried

**Board of Management for the District of Parry Sound West  
Regular Meeting  
Wednesday February 27, 2019**

**MINUTES**

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**13.0 IN-CAMERA MEETING:**

**24/19 "That the Board of Management move into Closed "In-Camera" meeting at 11:17 am"**

Moved by: Don Carmichael

Seconded by: Paul Borneman

Carried

**27/19 "That the reports and directions of the Board of Management Closed "In-Camera" meeting be accepted as presented:**

- 1. That the revised RFQ prepared by the Sustainable Core Business Analysis subcommittee be resent to recommended consulting firms;**
- 2. That the Sustainable Core Business Analysis subcommittee meet to review the quotes;**
- 3. That the Sustainable Core Business Analysis subcommittee make a recommendation to the Board at the March, 2019 meeting with respect to selection of a consulting firm or firms to complete the business analysis;**
- 4. That the CEO and a representative from the Finance Committee proceed with communications with the MOHLTC regarding funding inequities; and**
- 5. That the CEO proceed with communications with community organizations and the NELHIN regarding voluntary integration opportunities.**

**14.0 ADJOURNMENT:**

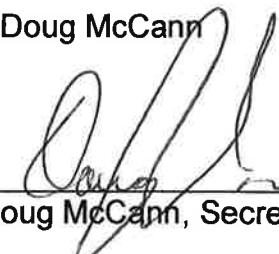
**28/19 "That the Board adjourn at 12:53 p.m."**

Moved by: Paul Borneman

Seconded by: Doug McCann

Carried

  
Lynne Gregory, Board Chair

  
Doug McCann, Secretary-Treasurer

**The next Regular Board meeting will be held on Wednesday, March 27 2019 at 9:00 a.m. in the Administration Room.**

**Board of Management for the District of Parry Sound West (Belvedere Heights)**  
**Regular Meeting**  
**Wednesday March 27, 2019**

**MINUTES**

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**Present:** Ms. Lynne Gregory, Chair  
Ms. Karen Insley-Stewart, Vice Chair  
Mr. Doug McCann, Secretary-Treasurer  
Mr. Ted Knight *via teleconference*  
Mr. Don Carmichael  
Ms. Marsha Rivers, Chief Executive Officer (CEO)  
Ms. Billie Torbett, Recording Secretary

**Regrets:** Mr. Paul Borneman  
Mr. Art Coles

- 1.0 **CALL TO ORDER:** The Board Chair called the meeting to order at 9:07 a.m.
- 2.0 **ITEMS TO BE ADDED TO THE AGENDA:**
- 3.0 **CONFLICT OF INTEREST:** None
- 4.0 **APPROVAL OF MINUTES:** The minutes from the February 27, 2019 meeting were presented. One member raised numerous objections. The approval of the minutes was therefore deferred to the next meeting.

29/19 **"That the minutes of the Regular Meeting held February 27, 2019 be accepted as presented."**

**DEFERRED TO NEXT MEETING**

- 5.0 **COMMITTEES:**
- 5.1 **HUMAN RESOURCES:** The Chair of the Committee reported that the Committee met on March 12, 2019.
- 5.1.1 **Manager Human Resources:** The CEO discussed the major responsibilities of the position and its alignment with the strategic directions.
- 5.1.2 **Director Compensation:** The Chair of the Human Resources Committee described the process used by the Committee to evaluate Director Compensation and the Committee's recommendations with respect to the change in Honorarium paid for attending meetings and Mileage rate.
- 30/19 **"THAT the Human Resources Committee of the Board of Management is recommending a change to the honorarium for Board members as follows: \$135 plus mileage for Board members, \$150 plus mileage for the Vice Chair and \$170 plus mileage for the Chair; that the Committee meetings shall be paid at the rate of 75% of regular meetings"**

**Board of Management for the District of Parry Sound West (Belvedere Heights)**  
**Regular Meeting**  
**Wednesday March 27, 2019**

**MINUTES**

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**AND FURTHER**

**THAT the mileage reimbursement rate will change to \$0.52 per kilometer;**

**AND FURTHER**

**THAT the rates will be looked at every new term of the Board (reviewed after each municipal election) and be adjusted annually (rounded to the nearest \$5.00);**

**AND FURTHER**

**THAT the new rates take effect April 1, 2019.”**

Moved by Ted Knight

Seconded by Doug McCann

Carried

5.1.3 Skills Inventory – Committee member Karen Insley Stewart reported that four members have submitted the completed skills template.

5.1.4 Board Self-Evaluation – Deferred to the next board meeting.

**5.2 SUSTAINABLE CORE BUSINESS** – Minutes from the Committee meeting held on March 12, 2019 were circulated and discussed. The Committee recommended “Assured Care” to complete the work outlined in the amended RFQ.

**31/19 “THAT the Finance Committee of the Board of Management recommends the management firm “Assured Care” to provide specified financial consulting and/or management services as part of our Core Business Plan as per the RFQ;**

**AND FURTHER**

**THAT the Board of Management authorize the CEO to select proposal and proceed with consultation process as per the RFQ.”**

Moved by Doug McCann

Seconded by Karen Insley Stewart

Carried

**6.0 PRESENTATIONS:**

6.1 AdvantAge Ontario – CEO Lisa Levin made a presentation to the Board providing information to the Board about AdvantAge Ontario, highlighting issues and advocacy as well as member supports and education.

**Board of Management for the District of Parry Sound West (Belvedere Heights)**  
**Regular Meeting**  
**Wednesday March 27, 2019**

**MINUTES**

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**7.0 BUSINESS ARISING:**

7.1 Appointment of 2019 Financial Auditor – The process to appoint a financial auditor was discussed. The CEO provided examples from two (2) other district homes.

**DIRECTION PROVIDED FROM THE BOARD TO THE CEO TO RETAIN KPMG TO COMPLETE THE 2018 (2018/19) FINANCIAL AUDIT.**

**8.0 CORRESPONDENCE:**

8.1 Long-Term Care Home Service Accountability Agreement (2019-2022)

8.2 Multi-Sector Service Accountability Agreement (2019-2022)

**9.0 REPORTS:**

9.1 Chair – Discussion followed

9.2 CEO – Discussion followed

**10.0 OTHER BUSINESS:**

10.1 MSAA Compliance Declaration 2018-19

**32/19 “THAT the Board authorize the Board Chair to sign Schedule G – Form of Compliance Declaration issued pursuant to the MSAA for the period April 1, 2018 – March 31, 2019.”**

Moved by Karen Insley Stewart

Seconded by Doug McCann

Carried

10.2 MSAA 2019-2022

**33/19 “THAT the Board authorize the Board Chair and CEO to sign the attached Long-Term Care Home Multi-Sector Service Accountability Agreement (M-SAA) for the period of April 1, 2019 to March 31, 2022.”**

Moved by Karen Insley Stewart

Seconded by Doug McCann

Carried

10.3 LSAA 2019-2022

**34/19 “THAT the Board authorize the Board Chair and CEO to sign the attached Long-Term Care Home Service Accountability Agreement (L-SAA) for the period April 1, 2019 to March 31, 2022.”**

Moved by Karen Insley Stewart

Seconded by Don Carmichael

Carried

10.4 Governance Training – Training with DDO Health Law is being organized. Members were also provided information on the general training session being offered by Canadore College.



**Board of Management for the District of Parry Sound West (Belvedere Heights)**  
**Regular Meeting**  
**Wednesday March 27, 2019**

**MINUTES**

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**11.0 ACCOUNTS PAYABLE:**

**35/19 "THAT the Board hereby approves the Operating Expenses in the amount of \$ 953,993.33; Life Lease Expenses in the amount of \$ 16,123.08; and Community Support Services Expenses in the amount of \$ 52,074.49 for the month of February, 2019 as per the attached lists."**

Moved by Doug McCann

Seconded by Don Carmichael      Carried

**12.0 IN-CAMERA MEETING:**

**36/19 "That the Board of Management move into "In-Camera" Session at 12:00 p.m."**

Moved by Don Carmichael

Seconded by Doug McCann

Carried

**39/19 "That the reports and directions of the Board of Management "In-Camera" session be accepted as presented."**

Moved by Karen Insley Stewart

Seconded by Don Carmichael

Carried

**13.0 ADJOURNMENT:**

**40/19 "That the Board adjourn at 1:05 p.m."**

Moved by Karen Insley Stewart

Seconded by Don Carmichael

Carried

  
Chair

  
Secretary-Treasurer

**Next Regular Board meeting will be held Wednesday, April 24, 2019 at 9:00 a.m. in the Administration Room.**

**Board of Management for the District of Parry Sound West (Belvedere Heights)  
Regular (Public) Meeting  
Wednesday April 24, 2019**

## MINUTES

**Present:** Ms. Lynne Gregory, Chair  
Ms. Karen Insley Stewart, Vice Chair  
Mr. Doug McCann, Secretary-Treasurer  
Mr. Paul Borneman, Member  
Mr. Don Carmichael, Member  
Mr. Art Coles, Member  
Mr. Ted Knight, Member  
Ms. Marsha Rivers, Chief Executive Officer (CEO)  
Ms. Billie Torbett, Recording Secretary

**Regrets:** None

**1.0 CALL TO ORDER:** The Board Chair called the meeting to order at 8:58 a.m.

**2.0 ITEMS TO BE ADDED TO THE AGENDA: None**

**3.0 CONFLICT OF INTEREST:** None

#### 4.0 APPROVAL OF MINUTES:

**46/19 "That the minutes of the Regular Meeting held February 27, 2019 be accepted as presented."**

**Moved by:** Paul Borneman      **Seconded by:** Don Carmichael      **Carried**

**47/19 "That the minutes of the Regular Meeting held March 27, 2019 be accepted as presented with amendments."**

Moved by: Art Coles                      Seconded by: Paul Borneman                      Carried

**48/19 “That the minutes of the Special Board meeting held April 12, 2019 be accepted as presented.”**

Moved by: Don Carmichael      Seconded by: Paul Borneman      Carried

## 5.0 DEPUTATIONS:

### 5.1 Chris Peters on behalf of Life Lease Owners

## 6.0 COMMITTEES:

**6.1 Human Resources – The Committee is compiling self-assessments for the board evaluation and member information to compile a skills inventory.**

**Board of Management for the District of Parry Sound West (Belvedere Heights)**  
**Regular (Public) Meeting**  
**Wednesday April 24, 2019**

**MINUTES**

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- 6.2 Finance – The Committee will meet with the auditor on May 7, 2019 to review the 2018 draft financial statements.

**7.0 BUSINESS ARISING:**

- 7.1 Vacation of Office By-Law – Article 3.5 was reviewed.
- 7.2 Governance Training – Board specific training session with DDO was confirmed for May 28, 2019. Board members were also reminded of the not-for-profit governance training session at Canadore College on June 11, 2019.
- 7.3 Appointment of Financial Auditors – The Board was provided with a legal opinion with respect to appointment of financial auditors. Discussion was deferred to the board specific training session.

**8.0 CORRESPONDENCE:**

- 8.1 Email dated March 31, 2019 from Donna Nairn re: Muskoka's Seniors Announcement. Discussion followed.

**9.0 REPORTS:**

- 9.1 Board Chair – Discussion followed.
- 9.2 Chief Executive Officer – Discussion followed.

**10.0 OTHER BUSINESS:**

- 10.1 Volunteer Appreciation Dinner – Members were invited to attend the Volunteer Appreciation Dinner on May 1, 2019.

**11.0 ACCOUNTS PAYABLE:**

**49/19 "That the Board hereby approves the Operating Expenses in the amount of \$ 916,042.71; Life Lease Expenses in the amount of \$ 33,158.34; and Community Support Services Expenses in the amount of \$ 108,804.76 for the month of March, 2019 as per the attached lists."**

Moved by: Art Coles

Seconded by: Paul Borneman

Carried

**12.0 "CLOSED" IN-CAMERA MEETING:**

**50/19 "That the Board of Management move into "Closed" In-Camera Session at 10:12 a.m."**

Moved by: Karen Insley Stewart

Seconded by: Ted Knight

Carried

**Board of Management for the District of Parry Sound West (Belvedere Heights)  
Regular (Public) Meeting  
Wednesday April 24, 2019**

**MINUTES**

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**13.0 RATIFICATION OF MATTERS FROM "CLOSED" IN-CAMERA SESSION**

**54/19 "That the reports and directions of the Board of Management "Closed" In-Camera session be accepted as presented."**

Moved by: Doug McCann

Seconded by: Art Coles

Carried

**14.0 ADJOURNMENT:**

**55/19 "That the Board adjourn at 11:07a.m."**

Moved by: Karen Insley Stewart

Seconded by: Doug McCann

Carried

  
Chair

  
Secretary-Treasurer

**Next Regular Board meeting will be held on Wednesday May 22, 2019 at 9:00 a.m. in the Administration Room.**

## **6.0 PRESENTATIONS**

**THE CORPORATION OF THE  
MUNICIPALITY OF MCDOUGALL  
BY-LAW NO. 2019-36**

\_\_\_\_\_  
Being a By-law discharge the terms and  
Conditions of a site plan agreement on Lot  
2, Plan M-585 Executed under By-law No.  
2002-11 (Parry Sound Golf and Country  
Club)  
\_\_\_\_\_

**WHEREAS** The Corporation of the Municipality of McDougall authorized the execution of a site plan agreement with Parry Sound Golf and Country Club under By-law No. 2002-11 passed on April 10<sup>th</sup>, 2002;

**AND WHEREAS** the site plan agreement was registered June 28<sup>th</sup>, 2002 against title to Lot 2, Plan M-585 as Instrument No. LT246756;

**AND WHEREAS** the approved site plan does not contemplate or disclose any development upon said Lot 2 ;

**AND WHEREAS** the site plan agreement is not required to be registered on Lot 2 Plan M-585;

**THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL ENACTS AS FOLLOWS:**

1. Council deems it in the public interest to delete the site plan agreement registered as instrument LT246756 from title to Lot 2 Plan M-585.
2. The Mayor and Clerk are authorized to sign documentation required to delete the agreement from title to Lot 2 Plan M-585.
3. The costs and expense hereof shall be paid for by the property owner.

**READ** a **FIRST** and **SECOND** time, this 19<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**READ** a **THIRD** time, **PASSED, SIGNED** and **SEALED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

ACKNOWLEDGMENT AND DIRECTION

TO: RUSSELL, CHRISTIE, LLP

RE: MUNICIPALITY OF McDOUGALL – DISCHARGE OF AN INTEREST  
PARRY SOUND GOLF AND COUNTRY CLUB  
PCL 24652 SEC SS: LT 2 PL 42M585; McDOUGALL

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This will confirm that:

- We have reviewed the information set out below, and that this information is accurate.
- You are authorized and directed to sign and register electronically on behalf of The Corporation of the Municipality of McDougall, the electronic documents described in this Acknowledgment and Direction, and any other document(s) required to complete the transaction described above. Such documents are described in Schedule “A” attached.
- You are authorized to insert any information that may be required in the electronic documents described in this Acknowledgment and Direction that may not be available to you at the time of execution of this Acknowledgment and Direction.
- The effect of the electronic documents described in this Acknowledgment and Direction has been fully explained to The Corporation of the Municipality of McDougall and the Municipality understands that it is a party to and is bound by the terms and provisions of these electronic documents to the same extent as if we have signed these documents.
- We are in fact a party named in the electronic documents described in this Acknowledgment and Direction and have not misrepresented our identity to you.
- We hereby authorize you to make any minor, non material alterations that may be required by the Land Registry Office to effect certification of the electronic documents described in this Authorization and Direction by the Land Registry Office.
- Execution of this Acknowledgment and Direction by facsimile transmission shall be binding upon the party so signing.

DATED at McDougall, Ontario this \_\_\_\_ day of \_\_\_\_\_, 2019.

THE CORPORATION OF THE  
MUNICIPALITY OF McDOUGALL

per: \_\_\_\_\_  
Dale Robinson, Mayor

per: \_\_\_\_\_  
Lori West, Clerk

We have authority to bind the Corporation

SCHEDULE “A” - Description of Electronic Documents - (copies attached)

Discharge of an Interest - Site Plan Control Agreement  
PCL 24652 SEC SS; Lt 2 PL 42M585; McDougall  
BEING ALL OF PIN 52102-0082 (LT)

**Properties**

PIN                    52102 - 0082    LT  
Description        PCL 24652 SEC SS; LT 2 PL 42M585; MCDOUGALL  
Address            MCDOUGALL

**Document to be Discharged**

Registration No.	Date	Type of Instrument
LT246756	2002 06 28	Notice

**Discharging Party(s)**

This discharge discharges the interest in the selected instrument(s).

Name                    THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL  
                                 Acting as a company  
Address for Service    5 Barager Blvd., McDougall, ON P2A 2W9  
This document is not authorized    under Power of Attorney by this party.  
This document is being authorized by a municipal corporation Dale Robinson, Mayor and Lori West, Clerk.

**Statements**

Schedule: The Applicant, being the only benefitting party under Instrument LT246756, hereby applies under Section 75 of the Land Titles Act to delete its Site Plan Control Agreement, Notice of which was registered as Instrument No. LT246756, as it is no longer required.

**File Number**

Discharging Party Client File Number :            64-001-051

DRAFT



**CORPORATION OF THE MUNICIPALITY OF McDOUGALL**

**BY-LAW NO. 2019-37**

**A By-law to deem certain lots in the Municipality of McDougall not to be a part of a registered Plan of Subdivision (Lots 268 & 269 Plan M-223) (Warrilow)**

**WHEREAS** Section 50(4) of the Planning Act, R.S.O. 1990, C.P. 13, as amended, authorizes Councils of local municipalities to pass By-laws designating any part of a Plan of Subdivision that has been registered for eight years or more to be deemed not to be a registered Plan of Subdivision for the purposes of Section 50 (3) of the Planning Act:

**AND WHEREAS** Plan M-223 fronting Buttercup Road has been registered for more than eight years;

**AND WHEREAS** the owner of Lot 268 and Lot 269 of Plan M-223 would like to merge these two lots.

**AND WHEREAS** there is no objection to the merging of the subject lots;

**NOW THEREFORE**, the Council of the Corporation of the Municipality of McDougall,

**ENACTS AS A BY-LAW OF THE CORPORATION AS FOLLOWS:**

1. That Lots 268 and Lot 269 of Plan M-223, in the Municipality of McDougall, formerly the Township of McDougall, District of Parry Sound are deemed not to be lots within a registered Plan of Subdivision for the purposes of Section 50 (3) of the Planning Act.
2. The Clerk is hereby authorized and directed to lodge a copy of this by-law with the Minister of Municipal Affairs and Housing.
3. This By-law shall take effect and come into force upon the registration of a certified copy of the by-law in the Parry Sound Land Registry Office.

**READ** a **FIRST** and **SECOND** time this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**READ** a **THIRD** time, **PASSED, SIGNED** and **SEALED**, this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**THE CORPORATION OF THE  
MUNICIPALITY OF MCDougall  
BY-LAW NO. 2019-38**

Being a By-Law to Adopt a Strategic Asset  
Management Policy for the Municipality of  
McDougall.

**WHEREAS** O. Reg 588/17 made under the Infrastructure for Jobs and Prosperity Act, 2015, stipulates that municipalities require to have an approved Asset Management Policy in place on or before July 1, 2019.;

**AND WHEREAS** Report No. T-2019-2 was considered and approved at the Committee/Council meeting held on June 5, 2019, to approve a Strategic Asset Management Policy;

**AND WHEREAS** it is deemed desirable to adopt an Asset Management Policy;

**NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE  
MUNICIPALITY OF MCDougall ENACTS AS FOLLOWS:**

1. That the Strategic Asset Management Policy attached to and forming part of this by-law, as Schedule 'A', is adopted and approved.
2. This by-law shall come into force and take effect on the day of the final passing thereof.

**READ a FIRST and SECOND** time, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**READ a THIRD** time, **PASSED, SIGNED and SEALED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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# Municipality of McDougall

## STRATEGIC ASSET MANAGEMENT POLICY

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### 1.0 BACKGROUND & PURPOSE

In 2015, the Province of Ontario established the Infrastructure for Jobs and Prosperity Act. The purpose of this Act is to establish mechanisms to encourage principled, evidence-based and strategic long-term infrastructure planning that supports job creation and training opportunities, economic growth, protection of the environment, and incorporate design excellence into Infrastructure planning.

In December 2017, Ontario Regulation 588/17 Asset Management Planning for Municipal Infrastructure (O. Reg. 588/17) was passed under the Infrastructure for Jobs and Prosperity Act. The regulation aims to provide a more standardized framework to facilitate asset management planning for Ontario municipalities. One of the requirements of the regulations is to develop a Strategic Asset Management Policy (SAMP), which will help the Municipality document the relationship between the Asset Management Plan (AMP) and existing policies and practices as well as provide guidance for future capital investment decision-making methods. The Strategic Asset Management Policy is mandated by the regulation to be in place by July 1st 2019 and be updated at minimum every 5 years. As such, this policy aims to provide a framework for asset management planning in McDougall and to meet O. Reg. 588/17 requirements.

#### 1.1 Purpose

The purpose of this policy is to provide the Municipality with clear guidelines and processes to achieve the following asset management objectives:

1. Align the AMP with existing and future plans and policies to help inform the Municipality's overall capital investment decision-making process and budget process. Ensure the AMP is used as a tool to help inform the following municipal processes:
  - Annual budgeting;
  - Financial plans; and
  - Alignment with the Ontario land-use planning framework.
2. Integrate asset management planning that:
  - Co-ordinates infrastructure planning with municipal neighbours and upper levels of government if there are benefits to the Municipality;
  - Ensure residents and Council are fully involved to give input on asset management matters and ensure every decision made is well informed; and,
  - Incorporates long-term planning for a changing climate wherever the Municipality deems it necessary.

## 2.0 ALIGNMENT WITH MUNICIPAL POLICIES

The Municipality's Asset Management Plan (AMP) is intended to be a tool to help guide capital investment decisions and optimize service delivery. The AMP must therefore be in alignment with other Municipal policies, practices and strategic objectives.

Policy/Plan	Description
Official Plan	3. The AMP will use and influence policy directions for development as outlined in the Official Plan
Budget Development and Control Practices	<p>4. The AMP will support evaluation of capital budget projects as they relate to current condition/risk of failure, expected service levels, council priorities and lifecycle cost analysis</p> <p>5. The AMP is not a replacement for the budget and decision making process but a tool to help inform those decisions</p>
Tangible Capital Asset Policy	<ul style="list-style-type: none"> <li>This policy sets out the process and procedures to be followed to complete financial reporting on tangible capital assets to meet PSAB (Public Sector Accounting Board) requirements.</li> <li>The requirements include capitalization thresholds, useful life assumptions and amortization methods, which have been outlined by asset class and asset component.</li> <li>The AMP employs the use of these assumptions as it relates to the Municipality's asset registry.</li> </ul>
By-law 2018-52 Procedures for purchasing goods and services, By-law 2018-53 Policy for authorization of tendering	<ul style="list-style-type: none"> <li>The Procurement By-laws outline the methods and procedures to maintain transparency in the procurement process of goods and services.</li> <li>It is expected that all capital investment recommendations outlined in the AMP will be vetted through the procurement process as required.</li> </ul>
Other Plans and Reports	<ul style="list-style-type: none"> <li>Future updates of other plans are supported through the AMP specifically as they relate to asset conditions, asset prioritization and lifecycle cost. Other plans include:</li> <li>Member Municipalities Emergency Management Plan</li> <li>Water Master Plan</li> <li>Bridge Inspection and Condition Assessments</li> </ul>

### 3.0 GUIDING PRINCIPLES

O.Reg. 588/17 requires municipalities to include a set of guiding principles to be followed by the Municipality in its asset management planning. The regulation also stipulates that the principles presented in Section 3 of the Infrastructure for Jobs and Prosperity Act, 2015 must be included in the Strategic Asset Management Policy and are therefore outlined below:

1. Infrastructure planning and investment should take a long-term view, and decision-makers should take into account the needs of Ontarians by being mindful of, among other things, demographic and economic trends in Ontario.
2. Infrastructure planning and investment should take into account any applicable budgets or fiscal plans, such as fiscal plans released under the Fiscal Transparency and Accountability Act, 2004 and budgets adopted under Part VII of the Municipal Act, 2001.
3. Infrastructure priorities should be clearly identified in order to better inform investment decisions respecting infrastructure.
4. Infrastructure planning and investment should ensure the continued provision of core public services, such as health care and education.
5. Infrastructure planning and investment should promote economic competitiveness, productivity, job creation and training opportunities.
6. Infrastructure planning and investment should ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
7. Infrastructure planning and investment should foster innovation by creating opportunities to make use of innovative technologies, services and practices, particularly where doing so would utilize technology, techniques and practices developed in Ontario.
8. Infrastructure planning and investment should be evidence based and transparent, and, subject to any restrictions or prohibitions under an Act or otherwise by law on the collection, use or disclosure of information,
  - I. Investment decisions respecting infrastructure should be made on the basis of information that is either publicly available or is made available to the public, and
  - II. Information with implications for infrastructure planning should be shared between the Government and broader public sector entities, and should factor into investment decisions respecting infrastructure.

9. Where provincial or municipal plans or strategies have been established in Ontario, under an Act or otherwise, but do not bind or apply to the Government or the broader public sector entity, as the case may be, the Government or broader public sector entity should nevertheless be mindful of those plans and strategies and make investment decisions respecting infrastructure that support them, to the extent that they are relevant. Examples of plans and strategies to which this paragraph may apply include,

- i. Policy statements issued under section 3 of the Planning Act, and provincial plans as defined by that Act,
- ii. Municipal water sustainability plans submitted under the Water Opportunities Act, 2010.

10. Infrastructure planning and investment should promote accessibility for persons with disabilities.

11. Infrastructure planning and investment should minimize the impact of infrastructure on the environment and respect and help maintain ecological and biological diversity, and infrastructure should be designed to be resilient to the effects of climate change.

12. Infrastructure planning and investment should endeavor to make use of acceptable recycled aggregates.

13. Infrastructure planning and investment should promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as local job creation and training opportunities (including for apprentices, within the meaning of section of the Act), improvement of public space within the community, and any specific benefits identified by the community.

14. Any other principles that may be prescribed for the Government or the broader public sector entity, as the case may be.

#### 4.0 ASSET MANAGEMENT RESPONSIBILITY

The Treasurer will assume the lead role and be responsible for the maintenance of and reporting on the activity related to the management of Municipal assets. The Treasurer together with the other department heads will assist in this task through the utilization of condition assessment information and service level requirements to update the long and short-term asset requirements. As well as being responsible for identifying gaps and areas of concern related to asset condition and providing potential solutions and options on how to address gaps. This information will be reviewed and considered during budget deliberations.



## 5.0. GENERAL POLICY

The asset management plans and progress made on the plans will be considered annually in the development of the Municipality's capital budgets, operating budgets, and long-term financial plans. The plan will be updated at a minimum every five years as per the regulation.

Service area personnel will reference the asset management plan for their area in order to look up forecasted spending needs identified in the plan, verify progress made on the plan to identify potential gaps, and prioritize spending needs, across the gap identified in the plan and recent developments, for the year to be budgeted for.

The Treasurer will be involved in the asset management planning process to coordinate the information from the service personnel in the preparation of the budget submission.

Asset management planning will be aligned with the Municipality's Official Plan. The asset management plans will reflect how the community is projected to change and the related asset impact. The Municipality will achieve this by consulting with those responsible for managing the services to analyze the future costs and viability of projected changes. Methods, assumptions, and data used in the selection of projected changes should be documented to support the recommendations in the Asset Management Plan.

Climate change will be considered as part of the Municipality's risk management approach embedded in local asset management planning methods. This approach will balance the potential cost of vulnerabilities to climate change impact and other risks with the cost of reducing these vulnerabilities. The balance will be struck in the levels of service delivered through operations, maintenance schedules, disaster response plans, contingency funding, and capital investments.

The Municipality recognizes the need for stakeholder input into the planning process and will foster informed dialogue using the best available information.

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL

BY-LAW 2019-41

Being a By-law to authorize the execution of an agreement between the Corporation of the Municipality of McDougall and the Elizabeth Island Area Cottagers' Association Inc. and to rescind By-law 2014-43.

**WHEREAS**, Section 10(2) of the Municipal Act, 2001, S.O. 2001, c.25 as amended authorizes a single-tier municipality to pass by-laws respecting matters within spheres of jurisdiction;

**WHEREAS** The Corporation of the Municipality of McDougall, being a Municipal Corporation has the authority to enter into agreements and contracts as it deems necessary; and

**WHEREAS** the Council of the Municipality of McDougall deems it expedient to enter into an agreement with the Elizabeth Island Area Cottagers' Association Inc.;

**NOW THEREFORE BE IT ENACTED AS A BY-LAW** of the Corporation of a the Municipality of McDougall as follows;

- 1. The Mayor and Clerk are hereby authorized to execute an agreement for docking space at the George Hunt Memorial Beach with the Elizabeth Island Area Cottagers' Association Inc., said agreement being Schedule "A" to this By-law.
- 2. That By-law 2014-43 is hereby rescinded.
- 3. This By-law comes into force and takes effect on the day of the final passing thereof.

**READ** a **FIRST** and **SECOND** time this            day of            , 2019

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

**READ** a **THIRD** time, **PASSED, SIGNED** and **SEALED** this            day of            , 2019.

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**

THIS AGREEMENT MADE BETWEEN:

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL**

(hereinafter called the "Municipality")  
OF THE FIRST PART

- and -

**ELIZABETH ISLAND AREA COTTAGERS' ASSOCIATION INC.**

(hereinafter jointly called the "Licensee")  
OF THE SECOND PART

WHEREAS the Licensee is an incorporated association the members of which are owners of property on Elizabeth Island and Area;

AND WHEREAS the Licensee desires to install and maintain docking facilities at the George Hunt Memorial Beach Property which is owned by the Municipality;

AND WHEREAS the Municipality has agreed to permit the Licensee to install and maintain such docking facilities subject to the requirement that the Licensee enter into an agreement with the Municipality;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT IN CONSIDERATION OF THE PREMISES AND THE COVENANTS HEREINAFTER SET FORTH, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT WHEREOF IS HEREBY ACKNOWLEDGED, THE PARTIES HERETO COVENANT AND AGREE WITH EACH OTHER AS FOLLOWS:

1. EXCLUSIVE USE AND OCCUPATION LICENCE

The Municipality hereby authorizes the Licensee to establish and maintain docking facilities with a maximum capacity for 16 boats slips within the Licensed Area, which is more particularly described in Schedule "A".

This license gives exclusive use and occupation rights to the Licensee for the term set out herein.

2. INDEMNIFICATION FROM LIABILITY AND RELEASE

The Licensee covenants and agrees with the Municipality that the Licensee will indemnify and save harmless the Municipality, its officers, servants, officials and agents from any claim or demand, loss, cost, charge or expense which the Municipality may incur or be liable for in consequence of the permission hereinbefore granted and/or the exercise by the Licensee of such permission and/or the presence of the docking facilities, the use thereof or in any matter related thereto.

The Licensee hereby releases and forever discharges the Municipality, its officers, servants, officials and agents from any claim, demand, loss, cost, charge or expense which may arise as a result of the Municipality performing any municipal work in or upon the Licensed Area which may damage or interfere with the docking facilities.

3. TERM AND LICENSE FEE

- (a) This Licence Agreement shall be effective upon the date of execution by the Municipality and shall continue to be effective until and including December 31<sup>st</sup>, 2022 subject to the termination provisions hereinafter set forth.

- (b) Prior to the execution of this Agreement, the Licensee shall pay the annual license fee for 2019 (\$4,500.00) and thereafter it shall pay the annual license fee as follows:

- (1) \$4,500.00 on or before May 1<sup>st</sup>, 2020 (the 2020 annual fee);
- (2) \$4,500.00 on or before May 1<sup>st</sup>, 2021 (the 2021 annual fee);
- (3) \$4,500.00 on or before May 1<sup>st</sup>, 2022 (the 2022 annual fee).

#### 4. TERMINATION OF AGREEMENT

- (a) This Agreement may be terminated by the Municipality:

- (1) Discretionary - upon six (6) months' notice in writing by the Municipality, with or without reason, to the Licensee at the Municipality's sole discretion; or
- (2) Default - upon default of the Licensee of the terms of this agreement; as a condition precedent to giving such notice of termination the Municipality shall provide written notice of default and the Licensee shall have fifteen (15) days from the date of the notice to remedy the identified default(s) to the satisfaction of the Municipality; where such default has not been remedied the Municipality may terminate the agreement as of a date specified in writing and require the Licensee to remove the encroachment within a reasonable time.

- (b) This Agreement will automatically terminate:

- (1) upon the registration of a transfer of the ownership of the Licensed Area from the Municipality to the Licensee.

- (c) Upon a termination, the Municipality shall address any fee paid in accordance with subsection 3(b) as follows:

- (1) Where termination occurs under subsection 4(a)(1), the Municipality shall refund that portion of the annual fee on a pro-rata basis (i.e. the annual fee shall be calculated on a per diem basis up to the date of termination and any amounts paid in excess thereof will be refunded);
- (2) Where termination occurs under subsection 4(a)(2) no refund shall be granted.
- (3) Where termination occurs under section 4(b), the Municipality may credit that annual fee that has been paid against any purchase price imposed as a condition of the transfer.

#### 5. NO INTEREST IN LAND AND USE OF OTHER AREAS

- (a) The Licensee acknowledges that this Agreement shall in no way create any interest in land or easement rights.
- (b) The Licensee acknowledges and agrees that other areas of the George Hunt Memorial Beach Property are intended for public use and this License Agreement does not give the Licensee any exclusive use of any area beyond the Licensed Area. The Association acknowledges and agrees that its use or its member's use of other areas of the George Hunt Memorial Beach are subject to any Municipal By-laws, Rules/Regulations.

6. CONSTRUCT, REPAIR AND REMOVAL

- (a) In consideration of the permission and consent hereby given, the Licensee:
- (1) shall, at its own expense, construct and maintain the docking facilities within the Licensed Area;
  - (2) shall, at its own expense, obtain all required governmental approvals for the construction of the docking facilities;
  - (3) shall, at its own expense, keep and maintain the docking facilities in a safe, good and proper repair and condition;
  - (4) shall, upon termination of this Agreement, forthwith remove the docking facilities and repair any damage caused thereby at the sole expense of the Licensee without being entitled to any compensation whatsoever.
- (b) The Licensee acknowledges that the authorization hereunder applies only to the Licensed Area and it is the Licensee's obligation to ensure that works authorized hereunder does not encroach upon abutting lands. The Licensee shall be responsible for obtaining the assistance of a professional surveyor for such purpose and the cost thereof.
- (c) If the Licensee fails to maintain in safe condition, repair or remove the docking facilities as required by this Agreement, the Municipality may alter, repair or remove the same at the expense of the Licensee and the Certificate of the Clerk of the Municipality as to the expense thereof shall be final and binding upon the Licensee. In addition to any other remedy provided for in this agreement or at law, the Municipality may recover the same from the Licensee in any court of competent jurisdiction as a debt due and owing to the Municipality.

7. ERECTION OF WARNING SIGNS

- (a) The Licensee shall be entitled to erect signs at the approach of the docking facilities advising the public of its exclusive rights to occupy the Licensed Area.

8. DEPOSITS

- (a) The Licensee shall lodge with the Municipality, as applicable, those cash deposits more particularly described in Schedule "B", prior to the date of execution of this Agreement by the Municipality.
- (b) Without limiting the generality of section 10, in the event any expenses incurred by the Municipality in the preparation and administration or enforcement of this agreement, exceeds the deposit, the Licensee shall pay such additional amounts to the Municipality as invoiced. Failure to pay such invoices within the time periods set out in this agreement or in the invoices shall be considered a default of this agreement.

9. INSURANCE CERTIFICATE AND POLICY

- (a) Policy of Insurance - The Licensee shall lodge with the Municipality, on or prior to the execution of the Agreement, an insurance certificate with an Insurance Company satisfactory to the Municipality, and insuring for the joint benefit of the Licensee and the Municipality against any liability that may arise out of authorization granted hereunder or any use of the Licensed Area.

- (b) Comprehensive General Liability - Such policy shall carry limits of liability in the amount to be specified by the Municipality, but in no event shall it be less than \$5,000,000.00 inclusive comprehensive general liability and such policy shall:
  - i) contain a cross-liability clause;
  - ii) contain a product/completed operation coverage;
  - iii) shall include the Corporation of the Municipality as an additional insured;
  - iv) contain a provision that the insurance company agrees to notify the Municipality 15 days in advance of any material change or cancellation of the said insurance policy.
- (c) Certificate of Coverage - Any certificate of coverage filed with the Municipal solicitor shall specifically contain confirmation that the coverage as specified in paragraphs (b) above is in effect.
- (d) Confirmation of Premium Payment - The Licensee shall, from time to time as required by the Municipality, provide confirmation that all premiums on such policy or policies of insurance have been paid, and that the insurance is in full force and effect. The Licensee shall file a copy of the policy with the Municipality.
- (e) Claim in Excess of Policy Limits - The issuance of such Policy of Insurance shall not be construed as relieving the Licensee from responsibility for other or larger claims, if any, and for which it may be held responsible.

10. EXPENSES TO BE PAID BY THE LICENSEE

- (a) Every provision of this Agreement by which the Licensee is obligated in any way shall be deemed to include the words "at the expense of the Licensee" unless the context otherwise requires.
- (b) The Licensee shall pay such reasonable fees as may be invoiced to the Municipality by its Solicitor in connection with all work to be performed as a result of the provisions of this Agreement.
- (c) All expenses for which demand for payment has been made by the Municipality, shall bear interest at the rate of 12% per annum commencing 30 days after demand is made.
- (d) In the event that the Municipality finds it is necessary to engage the services of an engineer or technical personnel not permanently employed by the Municipality to review the plans of the Licensee and/or carry out on-site inspections of the work performed, the Municipality will advise the Licensee accordingly of this need, and the costs of such outside engineers or technical personnel so engaged shall be the responsibility of the Licensee. The Municipality may require a deposit for this purpose.

11. LICENCE NON-TRANSFERABLE

The licence hereby granted may not be transferred by the Licensee without the prior consent in writing of the Municipality and which consent may be unreasonably withheld.

12. NOTICE

For the purpose of This Agreement, notice may be given to the Licensee by prepaid registered mail to the corporation's head office at 125 Letitia St. Barrie Ontario L4N 1P4, Attention: Blaine Osmond, President and such notice shall be deemed to have been given and received on the fifth day after mailing.

13. ESTOPPEL OF LICENSEE

The Licensee agrees to not call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Municipality to enter into This Agreement and to enforce each and every term, covenant and condition herein contained and This Agreement may be pleaded as an estoppel against the Licensee in any such proceedings.

THIS AGREEMENT SHALL enure to the benefit of and be binding upon the parties hereto and their permitted assigns.

IN WITNESS WHEREOF the parties hereto have executed and set their hands and seals on This Agreement:

By the Municipality on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

THE CORPORATION OF THE MUNICIPALITY  
OF MCDougall

per: \_\_\_\_\_  
Dale Robinson, Mayor

per: \_\_\_\_\_  
Lori West, Clerk

We have authority to bind the Corporation

By the Licensee on the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

ELIZABETH ISLAND AREA COTTAGERS'  
ASSOCIATION INC.

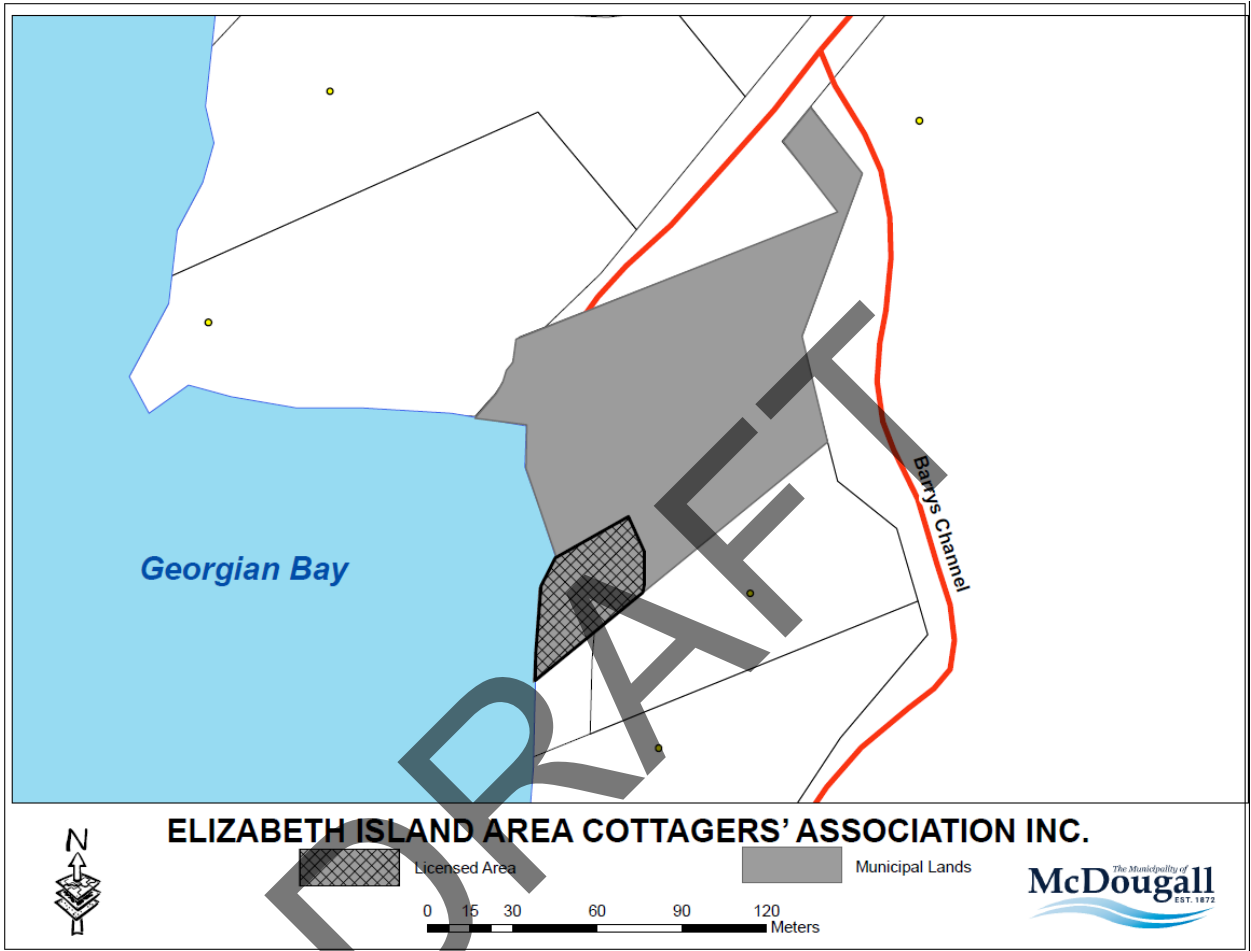
Per: \_\_\_\_\_



THIS IS SCHEDULE A TO THE LICENSE AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF MCDougALL AND THE ELIZABETH ISLAND COTTAGERS' ASSOCIATION INC.

SCHEDULE "A"

LICENSED AREA



THIS IS SCHEDULE B TO THE LICENSE AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF MCDougall AND THE ELIZABETH ISLAND COTTAGERS' ASSOCIATION INC.

SCHEDULE "B"

CASH DEPOSITS AND SECURITY

The Licensee shall, on the dates specified herein, lodge with the Municipality, the following described cash deposits and security.

1. TYPE OF SECURITY

Any security required to be filed under this Agreement, shall be by Certified Cheque or Bank Draft in the amount or amounts hereinafter set out.

2. CASH DEPOSITS

The following cash deposits are estimates only and are to be paid to the Municipality, as applicable, prior to the execution of this Agreement by the Municipality. In the event that the actual costs incurred by the Municipality exceed the deposits, such excess shall be invoiced to the Licensee and be due and payable 30 days after demand.

For legal, planning and engineering expenses  
and disbursements in connection with this Agreement,

a deposit of \$1,000.00

## COMMITTEE/COUNCIL TRACKING LIST

June 19, 2019

**Please be advised that items on the tracking sheet may be discussed during scheduled meetings**

Meeting Date	Subject for Action	Assigned Department	Requested/Anticipated Response Date	Comments
January 10, 2018	The CAO to look into any available bike lane funding, and contact the Ministry of Transportation on behalf of the Municipality to investigate any other available options such as a joint funding application.	CAO		
February 21, 2018	Staff to investigate opportunities for long term revenue streams for when the landfill is closed	CAO		