

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

TO BE HELD WEDNESDAY, MAY 18, 2022 AT 7:00 P.M.

AGENDA - ADDENDUM PACKAGE 05/18/2022

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 May 4, 2022 be adopted as circulated. **Rsl.**

5. DEPUTATIONS

- i) Jan Hobman, Rob Moore, and Tom Traversy, Mill Lake Village Cottagers Association. **(attachment)**
Re: Grading Mill Lake Trail and Turtle Bay Rd.

Matters Arising.

6. PLANNING/BUILDING

- i) John Jackson, Parry Sound Area Planning Board **Rsl.**
Re: B09/2022 (McD) Fournier, Part Lot 3, Concession A, McDougall, Hammel Avenue.
- ii) John Jackson, Parry Sound Area Planning Board **Rsl.**
Re: B10/2022 (McD) Vasey, Part Lot 6, Concession A, Ferguson, Harris Lake/Hwy 124.
- iii) John Jackson, Parry Sound Area Planning Board **Rsl.**
Re: B11/2022 (McD) Fleming, Part Lot 8, Concession 6, McDougall, McDougall Road.

Matters Arising.

7. BY-LAW ENFORCEMENT

- i) Report of the Fire Chief FC-2022-03 **(attachment)**
addendum
- ii) Re: Amend Property Standards By-Law #
2012-18

Matters Arising.

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8. FIRE PROTECTION

Matters Arising.

9. EMERGENCY MANAGEMENT

Matters Arising.

10. RECREATION

Matters Arising.

11. PUBLIC WORKS

Matters Arising.

12. ENVIRONMENT

i) Waste Management.

Matters Arising.

13. FINANCE

i) Accounts Payable. **Rsl.**

Matters Arising.

14. ADMINISTRATION

i) Report of the Clerk C-2022-06. **(attachment)**
Re: Application to Use the Municipal Concession Road Allowance
between Concession 8 and 9, Lot 20 (Roles).

ii) Association of Municipalities of Ontario (AMO) **(attachment)**
Re: 2022 Delegation Form

Matters Arising.

15. REQUESTS FOR SUPPORT

Matters Arising.

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AGENDA

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

17. COMMITTEE REPORTS

Matters Arising.

18. REPORT OF THE CAO

i) Report of the CAO. **(attachment)**
Re: Draft Delegation By-law.

ii) Report of the CAO. **(attachment)**
Re: Draft Strategic Plan.

19. GENERAL ITEMS AND NEW BUSINESS

20. BY-LAWS

i) By-law 2022-33 **(attachment)**
Re: Being a by-law to enter into an agreement between the Corporation of the Municipality of McDougall and Karen Lucas, Janet Wilkinson, and Marian Brady as a condition of approval of Consent No. B29/2021 (McD).

21. CLOSED SESSION

i) Human Resource Matters.
Re: personal matters about an identifiable individual, including municipal employees or local board employees, and labour relations or employee negotiations.

ii) Municipal Land Matter
Re: a proposed or pending acquisition or disposition of land by the municipality or local board.

22. RATIFICATION OF MATTERS FROM CLOSED SESSION

23. CONFIRMATION BY-LAW

i) By-Law No. 2022-34.
Re: To confirm the proceedings of the Committee/Council meeting held on May 18, 2022.

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

TO BE HELD WEDNESDAY, MAY 18, 2022 AT 7:00 P.M.

AGENDA

24. ADJOURNMENT

Resolution List for May 18, 2022

THAT the minutes of the Committee/Council Meeting held on May 4, 2022 be adopted as circulated.

THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B09/2022 (McD), applied for by Aime and Nancy Fournier, being Part of Lot 3, Concession A in the Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:

1. That the Parry Sound Area Planning Board ensures that the transfer be certified as a one time merger to the benefitting lands.

THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B10/2022 (McD), applied for by Rob Vasey, for the lands described as being Part 13 on Registered Plan 42R-12238, subject to the following conditions:

1. Rezoning of the newly created lot from the Waterfront Residential 1 (WF1) Zone to the Rural (RU) Zone or the Rural Residential (RR) Zone;
2. Payment of a fee in lieu of parkland dedication as set out in the Municipality's fee By-Law;
3. 911 Addressing for the new rural lot;
4. Payment of all applicable planning fees.

THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B11/2022 (McD), applied for by Hugh Fleming, located at 292 McDougall Road, subject to the following conditions:

1. That the parry Sound Area Planning Board ensures that the added lands merge with the benefitting lands.

THAT the attached lists of Accounts Payable for April __, 2022 in the amount of \$_____, and payroll for April __, 2022 in the amount of \$_____ be approved for payment.

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

THAT Council reconvene in Open Session at _____ p.m.

THAT we do now adjourn at _____ p.m.

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

HELD WEDNESDAY, MAY 4, 2022 AT 7:00 P.M.

MINUTES

Present Physically:

Mayor	D. Robinson (Chairperson)
Councillor	J. Constable
Councillor	L. Gregory
Councillor	L. Malott
Councillor	J. Ryman
Clerk	L. West
CAO/Director of Operations	T. Hunt
Chief Building Official	K. Dixon

Present Electronically:

Chief Financial Officer	S. Brisbane
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Regrets:

Fire Chief/By-Law Manager	P. Shoebottom
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This Committee/Council meeting was held electronically in accordance with Section 238 of the Municipal Act, 2001.

1. CALL TO ORDER

Mayor Robinson called the meeting to order at 7:00 p.m.

2. DECLARATIONS OF INTEREST

Nil

3. PRIORITIZATION OF AGENDA

- i) Addition to Section 20 item 3 By-law 2022-32.
Re: Being a By-law to Adopt a Landfill Site and Transfer Station Operational Procedures, and to repeal By-law 2014-66.

4. ADOPTION OF MINUTES

Resolution No. 2022-46

Gregory/Ryman

- i) THAT the minutes of the Committee/Council Meeting held on April 20, 2022 be adopted as circulated.

“Carried”

5. DEPUTATIONS

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HELD WEDNESDAY, MAY 4, 2022 AT 7:00 P.M.

MINUTES

- i) Jean Lemieux Police Coordinator, and Peter Shadgett, West Parry Sound Board Member, Near North Crime Stoppers.
Re: Community Update.
Jean Lemieux and Peter Shadgett gave a presentation explaining what Near North Crime Stoppers is all about.
Council thanked Jean Lemieux and Peter Shadgett for their presentation and expressed appreciation for all that Crime Stoppers do and for bringing Council up to date on current initiatives.

Matters Arising.

Nil

6. PLANNING/BUILDING

- i) John Jackson, Parry Sound Area Planning Board
Re: B09/2022 (McD) Fournier, Part Lot 3, Concession A, McDougall, Hammel Avenue.
Staff Comments.
John Jackson joined the meeting electronically, the Clerk gave an overview. Staff is to move forward with this application.
- ii) John Jackson, Parry Sound Area Planning Board
Re: B10/2022 (McD) Vasey, Part Lot 6, Concession A, Feguson, Harris Lake/Hwy 124.
Staff Comments.
John Jackson gave an overview. Staff is to move forward with this application.
- iii) John Jackson, Parry Sound Area Planning Board
Re: B11/2022 (McD) Fleming, Part Lot 8, Concession 6, McDougall, McDougall Road.
Staff Comments.
John Jackson gave an overview. Staff is to move forward with this application.
- iv) Zoning By-law Amendment Application Z02-2022 (Litmola).
Re: Part of Lot 1, Concession 4, Former Ferguson Township, now in the Municipality of McDougall, Loch Erne Road– Deem Complete.
Resolution No. 2022-47 **Constable/Malott**
THAT the Council for the Corporation of the Municipality of McDougall deems Application Z02-2022 (Litmola) to amend the Municipal Zoning By-

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MINUTES

law(s) a “Complete” Application under Subsection 34 of the Planning Act, R.S.O. 1990, c. P.13 as amended.

“Carried”

- v) Zoning By-law Amendment Application Z03-2022 (Rose/Kosanyi).
Re: Part of Lot 12, Concession 2, Former Ferguson Township, now in the Municipality of McDougall, Lorimer Lake Road – Deem Complete.

Resolution No. 2022-48

Constable/Malott

THAT the Council for the Corporation of the Municipality of McDougall deems Application Z03-2022 (Rose/Kosanyi) to amend the Municipal Zoning By-law(s) a “Complete” Application under Subsection 34 of the Planning Act, R.S.O. 1990, c. P.13 as amended.

“Carried”

Matters Arising.

Nil

7. BY-LAW ENFORCEMENT

Nil

Matters Arising.

Nil

8. FIRE PROTECTION

Nil

Matters Arising.

Nil

9. EMERGENCY MANAGEMENT

Nil

Matters Arising.

Nil

10. RECREATION

Nil

Matters Arising.

The CAO gave an update regarding the McDougall swim program noting due to a shortage of swim instructors the McDougall swim program will have to be cancelled for 2022.

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11. PUBLIC WORKS
Nil

Matters Arising.
Nil

12. ENVIRONMENT

- i) Waste Management.
Nil

Matters Arising.
Nil

13. FINANCE

- i) Accounts Payable.
Resolution No. 2022-49
THAT the attached lists of Accounts Payable for May 5, 2022 in the amount of \$172,480.22 , and payroll for May 5, 2022 in the amount of \$43,995.97 be approved for payment.

Ryman/Gregory

“Carried”

Matters Arising.
Nil

14. ADMINISTRATION

- i) Megan Oldham, 2022 Olympic Winter Games Athlete, Freestyle Skiing.
Re: Thank you.
Council received as information, and congratulated Ms. Oldham and the Parry Sound Area Olympians for a job well done.

Matters Arising.
The Clerk noted that the election nomination period is now open and staff is preparing for election day October 24th, 2022.

15. REQUESTS FOR SUPPORT

- i) City of St. Catharines.
Re: Ontario Housing Affordability Task Force Recommendations

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MINUTES

This was reviewed by Council with no action indicated.

- ii) Town of Gravenhurst.
Re: Russian Sanctions.
This was reviewed by Council with no action indicated.
- iii) Bill 109: More Homes for Everyone Act
Re: Township of Cramahe
This was reviewed by Council with no action indicated.
- iv) City of Waterloo.
Re: Ontario Must Build it Right the First Time.
This was reviewed by Council with no action indicated.

Matters Arising.

Nil

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

Nil

17. COMMITTEE REPORTS

- i) District of Parry Sound Social Services Administration Board (DSAAB).
Re: Chief Administrative Officer's Report – April 2022.
Council received as information.

Matters Arising.

Nil

18. REPORT OF THE CAO

- i) Report of the CAO 2022-06.
Re: General Update.
The CAO noted the following:
 - The municipal office is seeing more traffic as the public becomes comfortable with face to face meetings.
 - The film crew has settled into the Waubamik Hall for the next month while they film the new movie "Devils Breath". There will be some added traffic in the Lorimer Lake area as they shoot different scenes.
 - The Caverhill Run will resume this year on May 7th.
 - The new electronic traffic sign will be installed in Taylor Subdivision at the south end to help with the speed coming into the subdivision.

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MINUTES

- The sweeping program is 95% complete and the use of the mobile unit has had a positive impact on residents in the subdivisions.
- The MRC has resumed the summer activities including pickle ball. The rink boards will be cleaned as the puck marks have darkened most of the end boards.
- The parks will be ready for the May long weekend.
- The work on the Nobel recreation building is well under way.
- There has been what appears to be ATV damage on the grounds of the Nobel Cemetery. This area will be watched closely in the future.
- The McDougall Road paving will require a road closure to replace a culvert in the middle of the hill. This closure will happen from 6:00 p.m. May 25th till May 26th at 6:00 a.m. It is anticipated that Fowler Construction will start the resurfacing on this section the week of May 30th.
- The line painting will happen in May to get ahead of the high traffic season.
- Chief Adam Pawis from Shawanaga has requested a deputation to council to introduce himself and share his views and issues with housing and employment. Staff will work with Chief Pawis to coordinate this meeting.
- Update on surveillance camera installation in some areas within the Municipality.

19. GENERAL ITEMS AND NEW BUSINESS

Nil

20. BY-LAWS

i) By-law 2022-29.

Re: Being a By-law to enter into an agreement with Judith Gagne and Travis and Janet Martin as a condition of approval of B13/2018 (McD), and to repeal By-law 2019-14.

Read a first, Second and Third Time, Passed, Signed and Sealed this 4th day of May, 2022.

ii) By-law 2022-30

Re: Being a by-law to enter into an agreement between the Corporation of the Municipality of McDougall and Timothy McGuire as a condition of approval of Consent No. B18/2021 (McD)

Read a first, Second and Third Time, Passed, Signed and Sealed this 4th day of May, 2022.

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MINUTES

Mayor Robinson noted Council would now consider By-law No. 2022-32 being a By-law to Adopt a Landfill Site and Transfer Station Operational Procedures, and to repeal By-law 2014-66, Mayor Robinson advised that the changes in the proposed by-law are in regards to the Schedule of Landfill Charges and Tipping Fees, and that due to increasing operating costs, it has become necessary to adjust the rates. The proposed by-law intend to increase the landfill charges & tipping fees June 1st of 2022.

Mayor Robinson asked the Clerk to provide the manner in which notice of the proposed by-law was given, and if any written correspondence was received on this matter.

The Clerk noted that notice of the proposed by-law was given by posting on the municipal website and bulletin board, and by regular mail to all landfill billing accounts. No written correspondence received.

- iii) By-law 2022-32
Re: Being a By-law to Adopt a Landfill Site and Transfer Station Operational Procedures, and to repeal By-law 2014-66.
Read a first, Second and Third Time, Passed, Signed and Sealed this 4th day of May, 2022.

21. **CLOSED SESSION**
Nil

22. **RATIFICATION OF MATTERS FROM CLOSED SESSION**
Nil

23. **CONFIRMATION BY-LAW**

- i) By-Law No. 2022-31.
Re: To confirm the proceedings of the Committee/Council meeting held on May 4, 2022.
Read a first, Second and Third Time, Passed, Signed and Sealed this 4th day of May, 2022.

24. **ADJOURNMENT**
Resolution No. 2022-50
THAT we do now adjourn at 7:53 p.m.

Constable/Malott

“Carried”

Council Deputation Request Form

In accordance with the Procedure By-law, deputations to Council are limited to 10 minutes in length, a completed "Council Deputation Request" form and all supporting material must be received by the Clerk no later than 9:00 a.m. on the Thursday prior the Council meeting in order that the deputations and the subject may be identified on the agenda.

Submission of this form prior to the deadline does not guarantee that your request for deputation is granted. The Clerk shall have discretion to limit the number of deputations in order to facilitate an orderly and timely meeting.

REQUEST TO APPEAR BEFORE MUNICIPALITY OF McDOUGALL COUNCIL

Name: JAN HOBMAN OF MILL LAKE VILLAGE COTTAGERS ASSOCIATION

Address: 25 TURTLE BAY ROAD. MCDUGALL

Postal code: P2A 2W9

telephone #: 416-875-9526

E-mail address: JAN.HOBMAN@ROGERS.COM

Please indicate the date of the council meeting you wish to attend for deputation

Date requested: MAY 18 2022

Please provide a brief outline of the topic/issue you wish to speak about. Attach a separate sheet if necessary. **(please provide full presentations, handouts, information sheets etc. to be included in agenda package)**

We are requesting that our two roads, Mill Lake Trail and Turtle Bay Road be graded by Municipality of McDougal and invoiced to us. Letter

Please be advised that if an individual appears as a deputation before Council, a further deputation from the same individual concerning the same topic(s) will not be permitted unless there is *significant* new information to be brought forward, subject to approval by the Mayor and Clerk. Specific new information must be identified on this form and/or attached for approval.

I have spoken on this issue before. Specific new information I wish to submit is as follows: **(please provide full presentations, handouts, information sheets etc.)**

All requests must include a copy of the presentation materials. Failure to provide the required information on time will result in a deferral or denial. Deputations are limited to 10 minutes.

I have read and understand the information contained on this form, including any attachments, will become public documents and be listed on the Council Meeting Agenda and on the municipal website.

I also understand that presentation materials must be submitted with this deputation form. Electronic presentations must be e-mailed to lwest@mcdougall.ca in accordance with the deadlines outlined above.

Signature

MAY 12 2022

Date



Municipality of McDougall
5 Barager Boulevard
McDougall ON
P2A 2W9

May 9, 2022

Mayor Robinson,

I am the president of **Mill Lake Village Cottagers Association** in McDougall, representing 60 members. Our association includes Mill Lake Trail, Turtle Bay Road, Deer Valley Lane, Eagle Ridge Lane, and Loon Crescent which comprises approximately 3.2 km, which runs off Burnside Bridge Road.

I am writing on behalf of our members, to request that the Municipality of McDougall grade our two roads, Mill Lake Trail and Turtle Bay Road, twice a year, once in May/June and again in September when your equipment is already grading Burnside Bridge Road. We understand that we will be invoiced for such. Our previous grader is no longer able to grade our roads and we have contacted Adam's Construction, Week's Construction, Hall's Construction and Fowler's Construction who have declined due to staffing and scheduling.

We are not asking for this work to be done for free. We are only asking for this consideration as your equipment is already there and our roads are just an extension off Burnside Bridge Road with similar geography. It has been very challenging for us to secure a grader and we feel this is the only choice we have now and would appreciate the support.

I apologize that this request was not sent earlier in the year, but I have just been advised by the last company that they cannot grade for us.

Please confirm that you will work with us and what the cost per grade would be for our 2022 budget.
Thank you.

Yours truly,

Jan Hobman
Mill Lake Village Cottagers Association
25 Turtle Bay Road
McDougall, Ontario P2A 2W9
Jan.hobman@rogers.com
416-875-9526 cell

CC:
Lori West – Clerk
Tim Hunt - CAO / Director of Operations



REPORT TO COUNCIL

Report No.:	FC-2022-03
Council Date:	May 4, 2022
From:	Patrick Shoebottom, Fire Chief
Subject:	Amend Property Standards By-Law # 2012-18

Background

The Property Standards By-Law was adopted in 2012. Through a comprehensive review by municipal staff of the By-Law, a need to amend the By-Law to better represent our landowners has been identified.

Analysis

Staff reviewed the By-Law line by line and adjusted the by-Law to better represent what is found to be acceptable in our Municipality. We took out portions of the By-Law that are being enforced in other By-Laws, Building Codes and Fire Codes. With the adjustments that have been made it will be easier for our Enforcement Officers to assess properties, work with owners to remedy infractions and to prosecute if necessary.

Recommendation

It is the recommendation of the By-Law Chief That the Council of Municipality of McDougall support the amendments to By-Law #2012-18 Property Standards By-Law.

The Corporation of the Municipality of McDougall

BY-LAW NO. 2012-18

Being a By-law for prescribing standards for the maintenance and occupancy of property within the Municipality of McDougall, for prohibiting the occupancy or use of such property that does not conform to the standards, and for requiring property below the standards prescribed herein to be repaired and maintained to comply with the standards or the land thereof to be cleared of all buildings, structures, debris or refuse and left in a graded and leveled condition.

WHEREAS subsection 15.1(3) of the Building Code Act, 1992, S.O. 1992, c.23, permits the Council of a municipality to pass a by-law prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform with the standards;

AND WHEREAS subsection 15.1(3) of the Building Code Act, 1992 also permits said by-law to require property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings, structures, debris or refuse and left in a graded and leveled condition;

AND WHEREAS the Corporation of the Municipality of McDougall has in effect an "Official Plan" that includes provisions relating to property conditions and standards;

AND WHEREAS The Council of The Corporation of the Municipality of McDougall deems it necessary and in the public interest to enact a by-law prescribing standards for the maintenance and occupancy of the property within the Municipality;

NOW THEREFORE the Council of The Corporation of the Municipality of McDougall hereby ENACTS as follows:

1. SHORT TITLE

This by-law may be cited as the Property Standards by-law.

2. DEFINITIONS

In this by-law:

"Accessory Building" means a detached subordinate building on the same lot as the main building;

"Committee" means the Property Standards Committee established pursuant to the provisions of this by-law:

"Dwelling" shall mean a building or structure or part of a building or structure occupied or capable of being occupied in whole or in part for the purpose of human habitation and includes the land and premises appurtenant thereto and all out buildings, fences and erections thereon or therein;

"Dwelling Unit" means one (1) or more rooms connected together as a separate unit in the same dwelling and constituting an independent housekeeping unit, for residential occupancy by

humans with facilities for a bathroom with a water closet and basin, and facilities for persons to sleep and cook;

“Driveway” means the minimum defined area required to provide access for motor vehicles from a public or private street or a lane to facilities such as a parking area, parking lot, loading space, private garage, building or structure, except that in the case of a residential property “driveway” means only the minimum defined area required to provide direct access from the street to a garage or permitted parking area.

“Grass” means the manicured area of a lawn;

“Habitable Room” means any room in a dwelling unit used for, or capable of being used for, living, cooking, sleeping or eating purposes;

“Last Known Address” means the address, which appears on the Assessment Rolls of the Municipality.

“Lawn” means the landscaped and manicured area of a yard for the purposes of growing grass;

“Means of Egress” means a continuous, unobstructed path of travel provided by a doorway, hallway, corridor, exterior passage way, balcony, lobby, stair, ramp, or other exit facility used for the escape of persons from any point within a building, a floor area, a room, or a contained open space to a public thoroughfare or an approved area of refuge usually located outside the building;

“Medical Officer of Health” means the Medical Officer of Health for the District of North Bay - Parry Sound.

“Non-Habitable Room” means any room in a dwelling or dwelling unit other than a habitable room, and includes a bathroom, a toilet room, laundry, pantry, lobby, corridor, stairway, closet, boiler room, or other space for service and maintenance of the dwelling for public use, and for access to and vertical travel between storeys, and basement or part thereof which does not comply with the standards of fitness for occupancy set out in this By-law;

“Nuisance” means an injurious, offensive or objectionable condition;

“Occupant” means any person or persons over the age of eighteen (18) years in possession of the property;

“Officer” means a Property Standards Officer of the Corporation, duly appointed by by-law to administer and enforce the provisions of the by-law; or a By-law Enforcement Officer of the Corporation; or the Chief Building Official of the Corporation;

“Owner” includes the person for the time being managing or receiving the rent of the land or premises in connection with which the word is used whether on the person’s own account or as agent or trustee of any other person or who would so receive the rent if such land and premises were *leased*, is required to repair and maintain the property in accordance with the standards for maintenance and occupancy of property;

“Property” means a building or structure or part of a building or structure, and includes the lands and premises appurtenant thereto and all mobile homes, mobile buildings, mobile structures, outbuildings, fences and erections thereon whether heretofore or hereafter erected, and is divided into;

- (a) “Commercial Property” means property, which is occupied but not for the purpose of human habitation; but may be capable of being occupied in whole or in part for the purpose of human habitation as part of a multi-use occupancy.

- (b) “Residential Property” means property which is occupied or capable of being occupied in whole or in part for the purposes of human habitation; and
- (c) “Vacant Land” means property on which there are no structures of any kind but does not include open space land designated as such by the Municipality.

“Repair” includes the provisions of such facilities and making of additions or alterations or the taking of such action as may be required so that the property shall conform to the standards established in this by-law;

“Rubbish” means refuse, garbage, household or commercial waste, and building material waste;

“Standards” means the standards prescribed in Parts I, II and III of this by-law:

“Municipality” means the Corporation of the Municipality of McDougall;

“Vehicle” includes a motor vehicle, trailer, boat, motorized snow vehicle, mechanical equipment, and any vehicle drawn, propelled or driven by any kind of power, including muscular power;

“Yard” means the land, other than publicly owned land, around and appurtenant to the whole or any part of a building and used intended to be used, or capable of being used in connection with the building and is generally considered the landscaped and or manicured area to used by the occupants on a regular basis.

3. SEVERABILITY

If any section, subsection or part of this by-law or parts thereof, are declared by any Court of Law to be bad, illegal or ultra vires, such section, subsection or part or parts shall be deemed to be severable and all parts hereof are declared to be separate and independent and enacted as such.

PART 1

PROPERTY STANDARDS

- 4. This prescribes the standards for every property situated in the Municipality of McDougall.

5. MAINTENANCE OF YARD

- (1) A yard shall be kept clean and free from:
 - (a) Rubbish;
 - (b) refrigerators, freezers or similar appliances, whether operable or inoperable.
- (2) A yard shall be cultivated or protected by suitable ground cover so as to prevent the erosion of the soil.
- (3) No hedge shall be erected in a location which will, does or may, in the opinion of the officer:
 - (a) adversely affect the safety of the public;
 - (b) affect the safety of vehicular or pedestrian traffic, or
 - (c) constitute an obstruction of view for vehicle or pedestrian traffic, but this does not prevent the erection of a hedge in the location that is one metre or less in height.

6. VEHICLES

- (1) Any vehicle, which is in a wrecked, discarded, unlicensed as normally required under the *Highway Traffic Act*, dismantled, inoperative or in an abandoned condition, shall not be parked, stored or left in any driveway or yard.
- (2) Nothing in subsection (1) prevents the occupant of a residential property from repairing a vehicle which is the occupant's own vehicle provided that:
 - (a) there is only one (1) vehicle being repaired; and
 - (b) the vehicle is being actively repaired.
- (3) No vehicle shall be used for the storage of garbage, rubbish, waste, debris inoperable equipment, materials, appliances, or similar items.
- (4) An unlicensed vehicle may be kept for the purposes of winter snow removal but must be stored in the rear yard when not in seasonal use.

7. APPLIANCES

Refrigerators, freezers or similar appliances which are stored or left on porches, decks or similar areas shall not have a self-locking device and shall be:

- (a) in working order;
- (b) secured with a locking device; and
- (c) locked at all times except when actually being used and supervised.

8. WASTE MANAGEMENT & STORAGE

- (1) Domestic storage, such as firewood, building materials, garden equipment and materials may be permitted, provided that:
 - (a) such storage does not exceed 15 percent of the yard area in which it is stored; and
 - (b) such storage shall be neatly piled.
- (2) Despite the requirements of this section, temporary storage of materials or refuse resulting solely from the construction, demolition or alteration of a building on the same property, or part thereof may be placed on the property, provided that:
 - (a) it is removed frequently and in its entirety from the property;
 - (b) it will not cause risk to the health or safety of any persons; and
 - (c) it is not stored in an unsightly manner.

9. SEWAGE AND DRAINAGE

- (1) Sewage or organic waste shall be discharged into a sewage system.
- (2) Rain water from a roof area of five hundred (500) square feet (46.5 square metres) or more shall be conveyed to a storm sewer, and, if such a storm sewer is not available, the rain water shall be disposed of in such a manner as not to create a nuisance.
- (3) Catch basins shall be kept in good repair and free of debris and obstructions which would prevent them from functioning properly.

10. FENCES AND RETAINING WALLS

- (1) Fences, barriers and retaining walls shall be kept:
 - (a) in good repair;
 - (b) free from accident hazards;
 - (c) so as not to present an unsightly appearance; and
 - (d) free of barbed wire in a residential area.
- (2) Unsightly chalk marks and similar markings or defacement on the exterior surfaces of fences shall be removed and the fences refinished when necessary.
- (3) No fences shall be erected in a location, which will, does or may constitute an accident hazard to vehicular or pedestrian traffic.

11. ACCESSORY BUILDINGS

All accessory buildings shall be kept:

- (a) in good repair;
- (b) free from health and accident hazards

MAINTENANCE OF BUILDINGS, DWELLINGS AND DWELLING UNITS

12. STRUCTURAL SOUNDNESS

- (1) Every part of a dwelling shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional load to which it may be subjected through normal use, having a factor of safety required by the Ontario Building Code.
- (2) Materials or objects, which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.
- (3) If, in the opinion of the officer, there is doubt as to the structural condition and adequacy of a building or structure or parts thereof, the officer may order that such building or structure or parts thereof be examined by a professional engineer, licensed to practice in Ontario and employed by the owner of the building or authorized agent, and that a written report be submitted to the Officer, which report will include drawings for any recommended remedial work designed by the engineer, and the details of the findings of such examination.

13. EXTERIOR WALLS

- (1) All exterior walls and their components shall be maintained so as to prevent their deterioration due to weather or insects, and shall be so maintained by painting, restoring or repairing of the walls, coping or flashing; or
- (2) The visible surface of all exterior walls shall consist of materials commonly used or designed as building components.
- (3) Patching and repairs to exterior walls shall be made with the same or visually similar material and shall blend with the existing adjacent material or the whole shall be painted or clad from a solid appearance with the surrounding surface.

14. DOORS AND WINDOWS

- (1) All exterior openings for doors or windows shall be fitted with doors or windows.
- (2) Windows, exterior doors and basement or cellar hatchways shall be maintained in good repair and properly fitted so as to prevent the entrance of wind or rain into the dwelling.

15. REPAIR STANDARDS

All repairs to any property shall be made in a manner that is accepted as good workmanship in the respective building trades concerned and with materials that are suitable and sufficient for the purpose.

16. SIGNS

All signs, including their supporting members, shall be maintained in good repair and any signs which are excessively weathered or faded, or those upon which the paint has excessively peeled or cracked shall, be removed or put into a good and lawful state which conforms to this by-law.

**PART II
VACANT LAND**

17. This part prescribes the standards for vacant land situated in the Municipality of McDougall.
18. Vacant land shall be kept clean and free from rubbish, including vehicles, automobile parts, furniture, or other objects.

**PART III-GENERAL
PROCEDURES FOR ENFORCEMENT**

19. This part applies to the whole of the Municipality of McDougall.

20. ADMINISTRATION AND ENFORCEMENT

The Corporation may from time to time appoint Property Standards Officers and such other clerks and staff as may be necessary to carry out the administrative functions of this by-law including the enforcement thereof .Furthermore, By-law Enforcement Officers of the Corporation are considered duly appointed Property Standards Officers at hiring and are the general enforcement personnel administering this by-law in conjunction with the Chief Municipal Enforcement Officer.

21. PROPERTY STANDARDS COMMITTEE

- (1) A Property Standards Committee is hereby established pursuant to section 15.6 of the Building Code Act, 1992.
- (2) The Committee shall be composed of three (3) persons, who are ratepayers in the Municipality, and the Committee shall be appointed by Municipality Council in accordance with Municipality procedures for the appointment to Boards, Committees and Authorities.

- (3) The terms of office for the members of the Committee shall be the term of Council four (4) years.
- (4) All members shall serve their terms of office as required until reappointed or replaced by the Municipal council.
- (5) The Committee shall elect a chairperson from its members.
- (6) When the chairperson is absent through illness or otherwise, the Committee may appoint another member to act as chairperson pro tempore.
- (7) Two (2) member of the Committee shall constitute a quorum.
- (8) Any member of the Committee may request an oath of truth to persons appearing before the committee.
- (9) A member of the Council or an employee of the Municipality or a local board thereof is not eligible to be a member of the Committee.
- (10) The secretary shall keep on file minutes and records of all applications and the decisions thereon and of all other official business of the Committee.

22. ORDER AND APPEAL TO COMMITTEE

- (1) An Officer may make an order pursuant to sections 15.2 or 15.7 of the Building Code Act. 1992.
- (2) When the owner or occupant upon whom an order pursuant to section 15.2 of the Building Code Act. 1992, has been served is not satisfied with the order or the terms or conditions thereof, the owner or occupant may appeal to the Committee, by sending notice of appeal by registered mail to the secretary of the Committee within fourteen (14) days after service of the order, and, in the event that no appeal is taken, the order shall be deemed to be confirmed.
- (3) The secretary of the Committee, upon receipt of the notice of appeal shall:
 - (a) determine the date, place and time of the hearing of the appeal which shall take place not less then seven (7) days from the date of receipt of the aforesaid notice; and
 - (b) give notice in writing of the date, place and time of the hearing to:
 - (i) the appellant;
 - (ii) the officer who issued the order; and
 - (iii) any other as the Committee considers advisable.
- (4) The Committee shall:
 - (a) hear the appeal at the date, place and time set out in the notice; and
 - (b) have other as the Committee considers advisable.
- (5) The Committee may adopt its own rules of procedure.
- (6) The Committee may:
 - (a) confirm the order;
 - (b) modify or rescind the order; or

- (c) extend the time for complying with the order provided that, in the opinion of the Committee, the general intent and purpose of this by-law and of the official plan of the municipality are maintained.
- (7) The Committee shall give its decision in writing.
- (8) The secretary of the Committee shall notify:
 - (a) the appellant;
 - (b) the officer who issued the order; and
 - (c) any other person who appeared at the hearing of the appeal, of the decision, by causing a copy to be served personally or by registered mail.

23. CERTIFICATE

- (1) Following the inspection of a property an officer may, or on the request of an owner shall, issue to the owner a Certificate of Compliance with the standards set out in this by-law.
- (2) A fee shall be payable to the municipality prior to the issuance of a Certificate of Compliance where it is issued at the request of the owner, in the amount prescribed by Schedule "A" to this by-law.

24. DUTIES

- (1) Every owner shall ensure that the dwelling or property of the owner is maintained in accordance with the provisions of this by-law.
- (2) Every person to whom an order is issued or who is required to do or abstain from doing anything by or pursuant to this by-law shall obey such order or do or abstain from doing such things as required.

25. PENALTIES

Any person who obstructs or interferes with an officer or with another person acting under an Officer's instructions, or

Any person who removes or defaces any sign, notice or placard placed on any premises by an Officer, or

Every person who contravenes any provisions of this By-law is guilty of an offence and upon conviction is liable to penalties in accordance with section 36 of the Building Code Act, S.O. 1992. C.23, as amended, for each offence committed.

26. MUNICIPAL LIEN

If an Order of an Officer under subsection 15.2(2) is not complied with resulting in assessment and repair cost paid out by the Municipality or other expenses, the Municipality shall have a priority lien on the land and the amount shall be added to the tax roll against the property and collected in the same manner as property taxes in accordance with 15.4(4) of the Building Code Act. S.O. 1992, c23 and the Municipal Act, 2001.

27. VALIDITY

If an article of this By-law is for any reason held to be invalid, the remaining articles shall remain in effect until repealed.

Where a provision of this By-law conflicts with the provision of another By-law in force within the Municipality, the provisions that establish the higher standards to protect the health, safety and welfare of the general public shall prevail.

This By-law may be referred to as “The Property Standards By-Law”.

By-Law # 2012-18 and all amendments thereto are hereby repealed.

This By-law shall come into force and take effect on January 1, 2013.

28. TITLE

This By-Law may be referred to as “The Property Standards By-Law”.

READ a FIRST and SECOND time this day of , 2022.

Mayor

Clerk

READ a THIRD time, **PASSED, SIGNED** and **SEALED** this day of , 2022.

Mayor

Clerk

SCHEDULE "A" TO BY-LAW NO. 2012-18

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL

FEE SCHEDULE FOR ISSUANCE OF CERTIFICATE OF COMPLIANCE

CATEGORY		COST
Residential Property Multiple Commercial and Industrial Buildings	Number of Inspected Units per Building	Charge
	1-2 units	\$125
	More than 2-not more than 5 units	\$150
	More than 5-not more than 15 units	\$175
	More than 15-not more than 25 units	\$200
	More than 25 units	\$250
Free Standing Industrial And Commercial Buildings (Occupancy)		\$175
Vacant and Derelict Property		\$125

****Charges are based on estimated recoverable cost of staff time to administer****

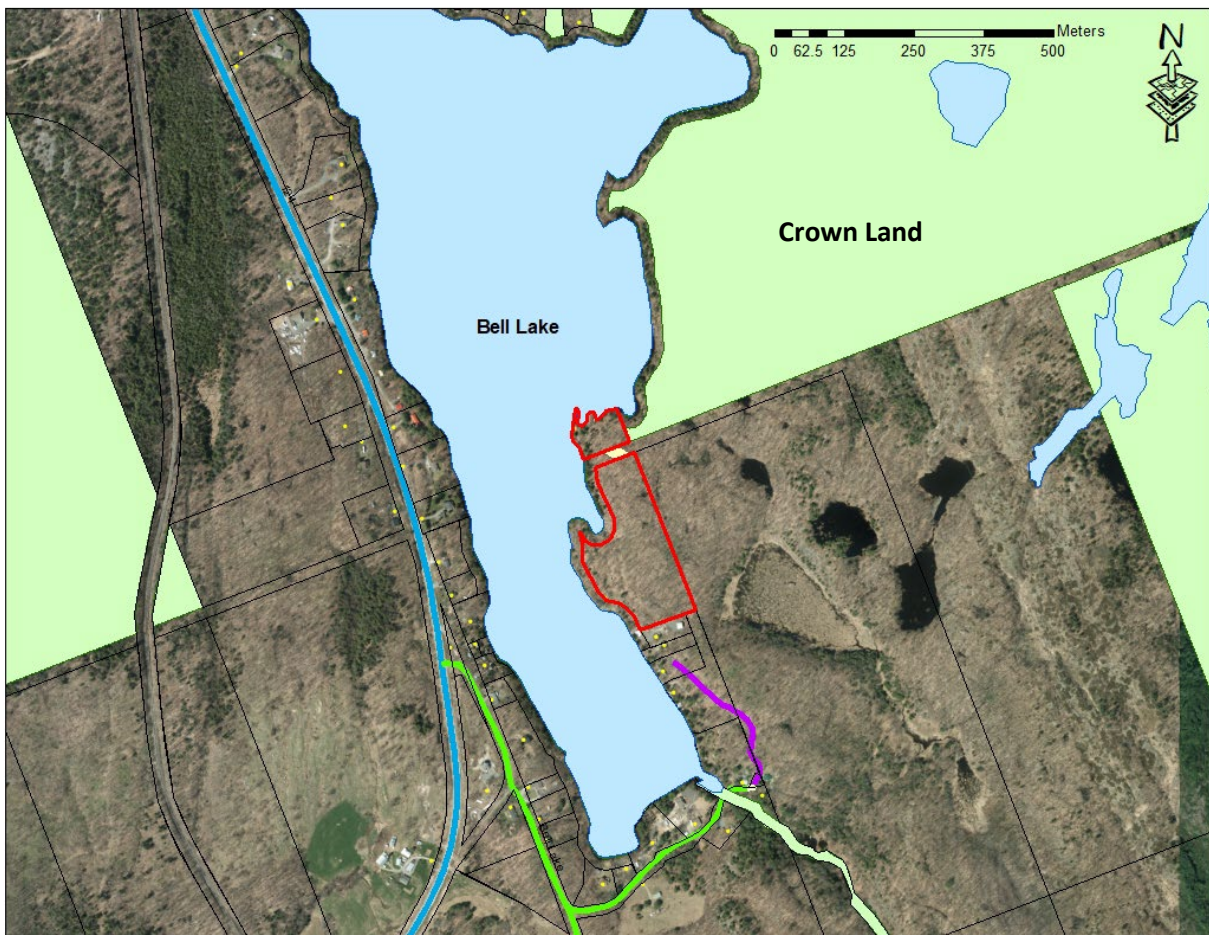
REPORT TO COUNCIL



Report No.:	C-2022-06
Council Date:	May 18, 2022
From:	Lori West, Clerk/Planner
Subject:	Application to Use the Municipal Concession Road Allowance between Concession 8 and 9, Lot 20 (Roles)

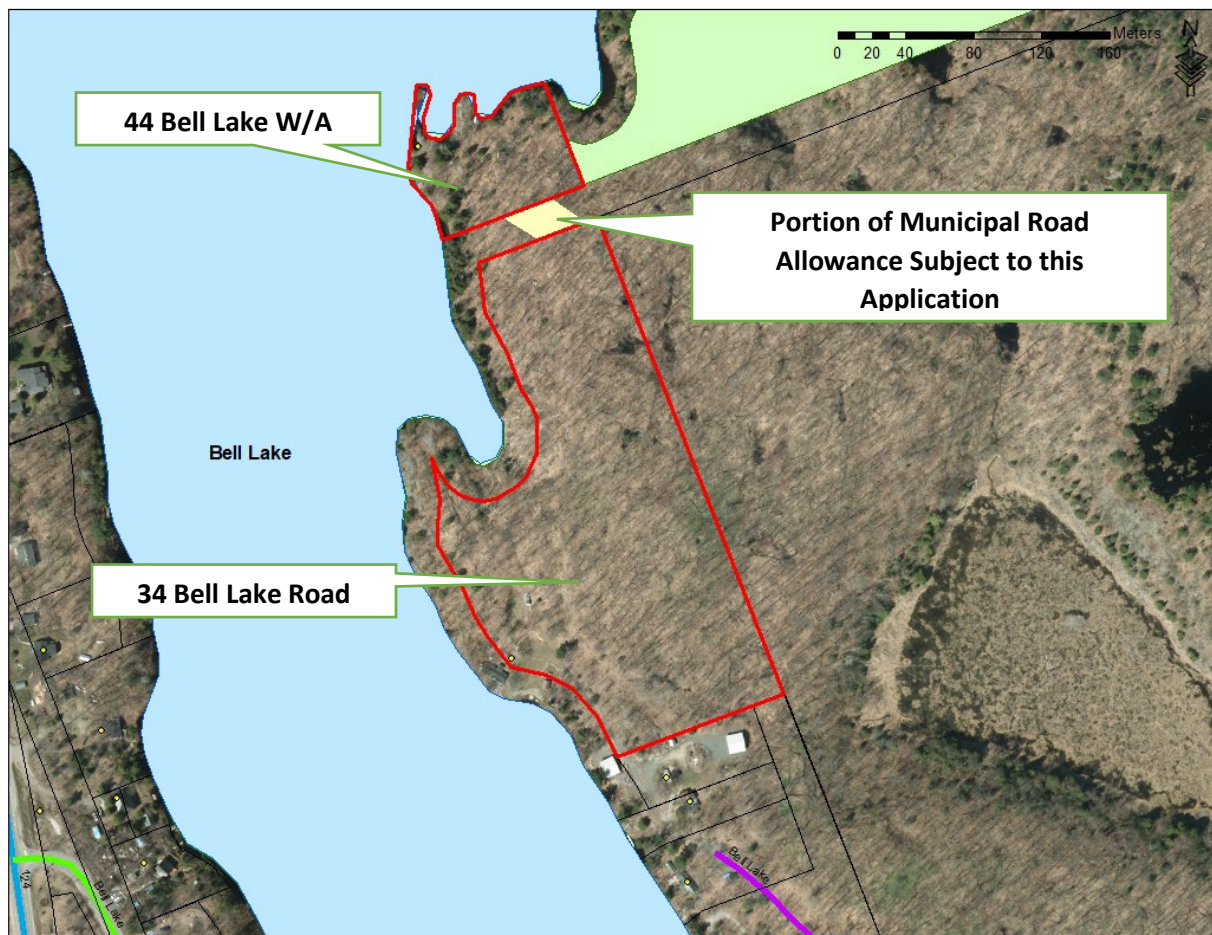
Background:

Application has been made for the use and maintenance of a private road that crosses over 33' of the municipal Concession Road Allowance (CRA) between Concession 8 and 9, Part Lot 20, former McDougall Township, now in the Municipality of McDougall. The applicant, Edward Roles, own lands on either side of the CRA, being 34 Bell Lake Road, and 44 Bell Lake W/A. Mr. Roles has constructed a road across the municipal road allowance to provide access between the two properties, the purpose of this application is to gain permission from Council by way of an agreement to use this portion of Road Allowance.



Applicants Lands

A building permit has been issued for a new dwelling at 44 Bell Lake Water Access. It should be noted that authorization by Council to use the CRA does not provide any legal access, if it does not already exist, over the private portion of Bell Lake Road to the water access lot.



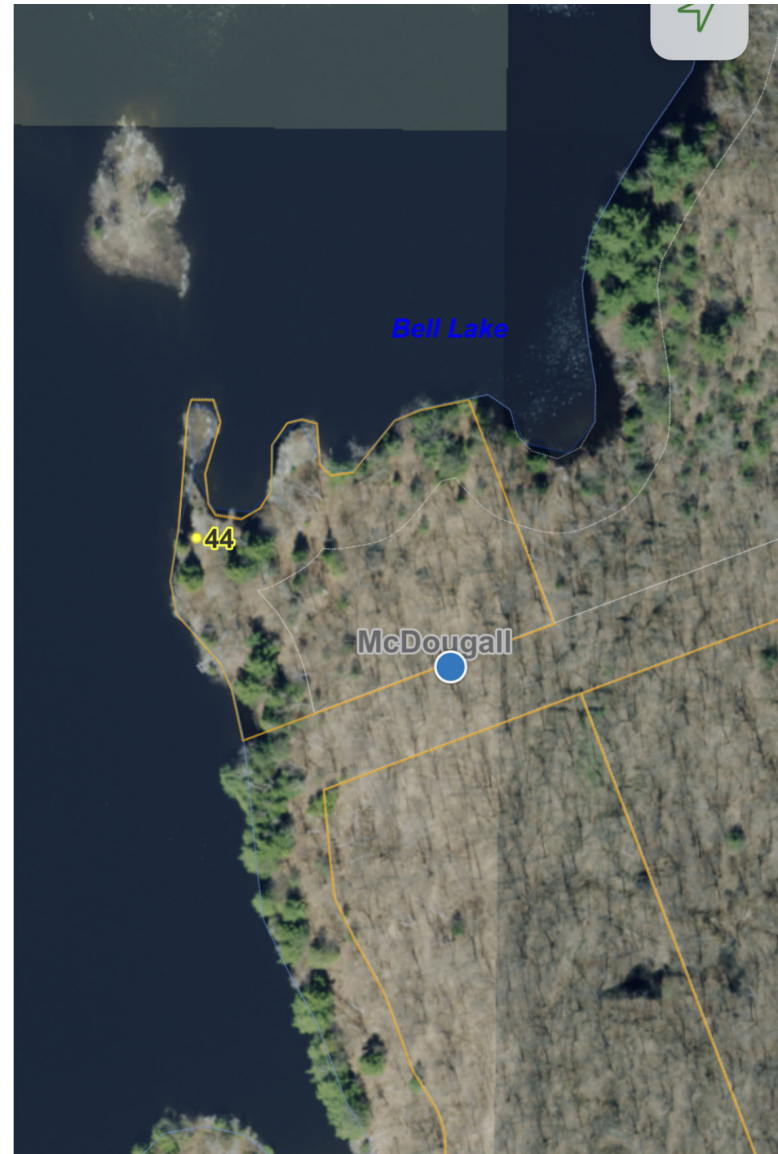
The McDougall Official Plan allows for improvements to unmaintained municipal road allowance providing that the proponents enter into a legal agreement with the Municipality that includes provision for indemnification of liability, signage and liability insurance; providing that the proposed improvement will have no negative impacts on natural heritage features or on their ecological function.

Staff have reviewed the zoning on the subject road allowance and note that there is no contravention to Zoning By-law 2017-05, and that no natural heritage features or areas of provincial significance have been identified.

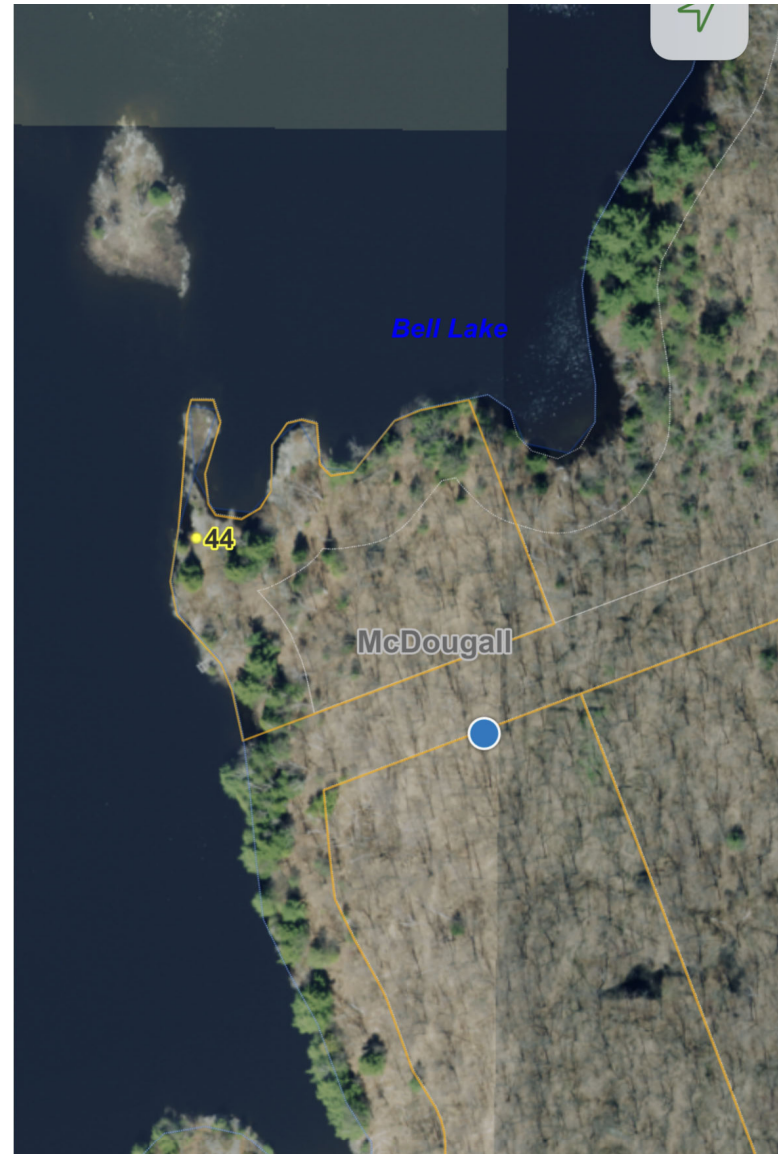
Recommendation:

That Council receive report C-2022-06 for information and direction.

Staff have no objection to entering into an agreement with applicants to obtain access over the 33' municipal CRA. The agreement may include the following provisions: insurance requirements, clearing width, maintenance responsibility, non-exclusive use, inspection requirements, signage, and termination. All legal and surveying costs would be the responsibility of the applicants.



Road on municipal concession road allowance and approx area photo taken



Road on municipal concession road allowance and approx area photo taken



Septic area off municipal road allowance

From: [Delegations \(MMAH\)](#)
Subject: Association of Municipalities of Ontario (AMO) 2022 Delegation Form
Date: Tuesday, May 3, 2022 11:27:04 AM
Attachments: [image001.png](#)

Hello/ Bonjour,

Please be advised that the Municipal Delegation Request Form for the Association of Municipalities of Ontario (AMO) 2022 Annual Conference is available online. Information about delegations and a link to the form are available here: [2022 Association of Municipalities of Ontario \(AMO\) Conference | Ontario.ca](#). The deadline to submit requests is **Friday June 24, 2022**.

Le formulaire pour demander une rencontre avec le ministères pour le Congrès annuel 2022 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 : [Conférence 2022 de l'association des municipalités de l'Ontario \(AMO\) | Ontario.ca](#). Date limite pour présenter une demande: **vendredi 24 juin 2022**.

Thank you/ Merci

Shaunelle Meade (she/her)
Research Analyst (A) | Information and Analysis Unit
Municipal Programs and Analytics Branch | Ministry of Municipal Affairs & Housing
(647) 241-1456 | Shaunelle.Meade@ontario.ca



Delegation of Council Authority



1.0 Goal Statement

The Council of the Municipality of McDougall, as a duly elected Municipal government, is directly accountable to the residents and ratepayers of the Municipality for legislative decision-making, policies and administrative functions. Council's decisions are generally expressed through by-laws or a resolution of Council, carried by a majority vote. Despite this, the efficient management of the Corporation, including the need to respond to emergencies and/or issues in a timely manner, requires Council to entrust certain powers and duties to staff while concurrently maintaining Council accountability, which can be accomplished through the delegation of certain legislative, quasi-judicial and administrative functions.

Council authority will only be delegated in accordance with the Municipal Act, 2001, S.O. 2001 (or any successor legislation) as amended and its regulations, and other applicable legislation.

In this context and, in keeping with Section 270 (1)(6) of the Municipal Act 2001, the Delegation of Council Authority Policy is intended to formalize the manner in which the Council of McDougall authorizes Municipal staff to exercise Council's authority for minor and/or day-to-day administrative purposes while also providing absolute clarity on what is and is not appropriate and with whom the said authority is vested and in what circumstance.

2.0 Objective

The Delegation of Council Authority Policy is intended to establish clear procedures and limitations for all employees to follow with respect to exercising the authority extended by Council. These procedures and limitations have been put in place to preserve Council's oversight rights and responsibilities while promoting the efficient and effective operations of the Corporation.

3.0 Application

This Delegation of Council Authority Policy shall apply to the whole of the Corporation and shall override and replace all previous delegations of authority unless expressly stated otherwise herein. All delegations of powers and duties that were made by Council before the date of this Policy coming into force are confirmed and are deemed to be delegated under this policy.

This policy does not confer any delegated authority to any specific person or body. Such delegations are conferred to specific positions within the Corporation and may not be sub-delegated by the holder of that position unless specifically permitted herein.

Notwithstanding the above, the Council of McDougall reserves the right to override this policy, or any part of this policy, when such action is deemed prudent and in keeping with the transparent, efficient and effective administration of the Municipality.

Council hereby confirms that it is of the opinion that all legislative powers under any Act delegated to an officer or an employee of the Corporation are minor in nature, within the meaning of Subsection 23.2 (4) of the Municipal Act, 2001, S.O. 2001, c. 25.

In cases of conflict or confusion, the Chief Administrative Officer (CAO) shall be empowered to make any and all necessary alterations or clarifications needed to ensure the equitable and effective application of this policy.

4.0 Responsibility

Council delegates the powers, duties, and restrictions thereto as set out in the Governing Rules and Regulations Section of this By-law to those officers, employees, or committees listed in the said section.

Where the exercise of a delegated authority requires the expenditure of money, funding for the expenditure shall be included in an approved budget and all relevant requirements of the Purchasing By-Law, or any successor Purchasing By-Law shall be followed.

Where the delegated authority listed in Schedule "A" authorizes the execution of an agreement, the agreement shall be approved by (CAO) prior to its execution.

All relevant By-laws and resolutions of the Corporation shall apply to the exercise of delegated authority authorized by this By-law.

In cases of conflict or confusion, the Chief Administrative Officer (CAO) shall be empowered to make all necessary alterations or clarifications needed to ensure the equitable and effective application of this policy within the confines of the *Goal Statement, Objectives and/or Application* noted herein.

5.0 Sub-Delegation

Delegation of Council's power and authority is conferred to specific positions within the Corporation and may not be sub-delegated by the holder of that position except as noted herein.

Should any position identified in this By-law with a delegated authority become vacant for any reason, the CAO shall be empowered to act and/or designate another person, in writing, to assume the delegated authority on an acting basis. Any such declaration shall be communicated to the Mayor and Council, in writing, at the earliest opportunity.

Should any position identified in this By-law with a delegated authority no longer exist in the Corporation, the CAO shall be empowered to act and/or designate another person, in writing, to assume the delegated authority on an acting basis. Any such declaration shall be communicated to the Mayor and Council, in writing, at the earliest opportunity.

In the event the CAO's Office is the vacant position, the Director of Corporate Services/Municipal Clerk will be the acting CAO for the purposes of this By-law.

6.0 Definitions

Chief Administrative Officer (CAO): The senior staff person of the Municipality of McDougall as appointed by the Council of McDougall

Corporation: The Municipality of McDougall, its Committees, Departments and/or any other branch or division falling under the operational or legislative control of the Municipality of McDougall.

Council: The Council of the Municipality of McDougall

Municipality: The Municipality of McDougall, its Committees, Departments and/or any other branch or division falling under the operational or legislative control of the Municipality of McDougall.

7.0 Delegations

The following is a consolidated list of delegations of authority made by this By-law.

7.1 Chief Administrative Officer:

- a. The authority to conduct, execute and undertake contracts, transactions and duties falling within the prevue of the CAO and/or involving the day-to-day administration of the Corporation and the formal and informal directives of Council;
- b. The authority to approve staffing and staffing reclassification provided that:
 - i. Funds are available within current budget allocations;
 - ii. Expenditures are deemed essential for the purpose of achieving the objectives of the Corporation; and
 - iii. Alternative options have been evaluated and proven costlier or less effective than staffing a position.
- c. The authority to bind the Corporation and process documentation relating to real estate transactions (when a transaction is so directed by Council), service agreements, procurement of goods, legal opinions, grant applications, external services, and other like documents necessary for the effective and efficient administration of the Corporation;
- d. The authority to bind the Corporation on any matter relating to a declared emergency or to a situation where there is an imminent threat to the peace, safety and security of the Municipality or to persons therein;
- e. The authority to bind the Corporation on all matters that are sufficiently minor in nature so as to be viewed as day-to-day administrative matters required for the efficient and timely functioning of the Corporation;
- f. Authority to terminate, or approve the termination of contracts for default, poor or non-performance; and

- g. Authority to sign grant applications submitted by the Municipality for existing approved programs where funding is either not required or is available within existing budgets.

7.2 Director of Corporate Services/Clerk:

- a. The authority to bind the Corporation and process documentation relating to real estate transactions (when a transaction is so directed by Council), service agreements, procurement of goods, legal opinions, grant applications, external services, and other like documents necessary for the effective and efficient administration of the Corporation;
- b. The authority to undertake all statutory duties assigned to the Clerk. It is accepted that certain duties may be properly undertaken by an authorized Deputy Clerk functioning under the oversight of the Director ;
- c. The authority to manage and undertake all responsibilities under the Municipal Freedom of Information and Protection of Privacy Act;
- d. The authority to manage the administration of the Municipal Freedom of Information and Protection of Privacy Act and all related powers and duties as “Head”, and for decisions made thereunder; and
- e. The authority to approve leases, licenses and other forms of temporary use or access agreements to municipal property and facilities;
- f. Acts for the CAO in the absence of.

7.3 Chief Financial Officer:

- a. The authority to bind the Corporation and/or to enact agreements or commitments relating to the day-to-day administration of the Municipal budget, debt and reserves as generally understood and approved by Council; and
- b. The authority to bind the Corporation and/or to enact agreements or commitments relating to audit services required by the Municipality;
- c. The authority to approve data and/or software licensing agreements.
- d. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling with the department’s jurisdiction, and permits relating to the same;
- e. Authority to sign grant applications submitted by the Municipality for existing approved programs where funding is either not required or is available within existing budgets.
- f. Authority to review and sign-off Minutes of Settlement and represent the municipality in regards to property assessment appeals at the Assessment Review Board.

- g. Authority to enter into tax sale extension agreements per Section 378(1) of the Municipal Act.

7.4 Planner

- a. The authority to approve all day to day activities and expenses as approved in the budget
- b. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling within the department's jurisdiction, and permits relating to the same
- c. The authority for discretionary fee adjustments due to emergency and/or service interruptions.
- d. The authority to deem planning applications complete pursuant to the Planning Act, RSO, as amended.
- e. The authority to approve Site plan applications.

7.5 Environmental Services Supervisor

- a. The authority to sign water and wastewater compliance reports;
- b. The authority to authorize the temporary closure of any Municipal road;
- c. The authority to approve all day to day activities and expenses as approved in the budget;
- d. The authority to approve emergency repairs and maintenance to maintain compliance, and must notify the CAO as soon as Possible; and
- e. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling with the department's jurisdiction, and permits relating to the same.

7.6 Chief Building Official

- a. The authority to undertake statutory responsibilities vested with the Chief Building Official;
- b. The authority to enter into Conditional Building Permit Agreements;
- c. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling with the department's jurisdiction, and permits relating to the same; and

- d. The authority to issue infraction notices relating to Municipal By-laws and to execute any documentation necessary to defend Corporate interests relating to the said infraction notices in Court. It is accepted that certain of these duties may be properly undertaken by an authorized By-law Enforcement Officer functioning under the oversight of the Chief Building Official.

7.7 Fire Chief:

- a. The authority to approve and execute agreements to provide fire and public safety training to personnel provided that the costs associated with the training is within current budget allocations;
- b. The authority to undertake all statutory duties assigned to the Fire Chief and/or the Certified Emergency Management Coordinator by the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9 (and any successor legislation); and
- c. The authority to take all proper measures for the prevention, control and extinguishment of fires and protection of life and property and shall exercise all powers mandated by the Fire Protection and Prevention Act (and any successor legislation) and the Municipal Fire Department Establishing and Regulating By-law.

7.8 Director of Operations

- a. The authority to approve all day to day activities and expenses as approved in the budget;
- b. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling within the department's jurisdiction, and permits relating to the same;
- c. The authority to approve temporary road closures for road work and repairs; and
- d. The authority to approve emergency repairs and maintenance to maintain compliance, and to maintain public safety, must notify the CAO as soon as Possible.

7.9 Landfill supervisor

- a. The authority to approve all day to day activities and expenses as approved in the budget.
- b. The authority to approve and action documents and acknowledgements necessary for routine operational and regulatory compliances, government inspections relating to labor or facility matters falling with the department's jurisdiction, and permits relating to the same.
- c. The authority to approve emergency repairs and maintenance to maintain compliance,

and to maintain public safety, must notify the Director of Operations or CAO as soon as Possible.

8.0 Limitations

- a. The Municipality of McDougall accepts the doctrine of federal/provincial paramountcy as it relates to all municipal policies, procedures and by-laws.
- b. For clarity, this acceptance means that, where there is an inconsistency or overlap between any validly enacted municipal policy, procedure or by-law and a lawful and relevant federal or provincial directive, statute or regulation, the federal or provincial directive, statute or regulation shall take precedence and override the cited municipal provision to the extent of resolving the inconsistency.
- c. Nothing contained within the By-law shall constitute a limitation on any lawful power or responsibility imposed upon a Statutory Officer of the Corporation by virtue of that office.
- d. Unless a power, duty or function of Council has been delegated by By-law, all powers, duties and functions of Council remain with Council.
- e. Any delegation authorized in accordance with this Policy may be subject to additional regulation as enacted by the Government of Ontario or the Government of Canada.
- f. In exercising any delegated power, the delegate shall ensure the following:
 - i. Any expenditure related to the matter shall be provided for in the annual budget, or otherwise authorized by Council;
 - ii. The scope of the delegated authority shall not be exceeded by the delegate;
 - iii. When required by Council, reports shall be submitted to Council advising of the exercise of the delegated power and confirming compliance with this Policy; and
 - iv. Delegates shall ensure the consistent and equitable application of all Council policies and procedures.
- g. Nothing contained within the Policy shall diminish or limit the authority or ability of any Statutory Officer of the Corporation from undertaking their statutory duties or responsibilities as outlined in law.
- h. Council is not authorizing any delegate to:
 - i. Appoint or remove Statutory Officers of the Corporation unless specifically provided for by By-law;
 - ii. Exercise Council's ability to impose taxation;
 - iii. Adopt or amend a duly enacted By-law; and
 - iv. Adopt or amend the municipal budget.
- i. Minor grammatical, spelling, and/or typographical changes or corrections that do not alter the intent of this policy/document may be made, as necessary, by the CAO

and/or the Director of Corporate Services/Clerk. Grammatical, spelling, and/or typographical changes shall not alter or diminish the effect of the directives contained herein.

9.0 Appeal

Council shall, at its sole discretion, retain the right to hear any appeal made by a person or body of a delegated approval decision and to determine the process by which an appeal is undertaken.

Council shall retain the right to revoke a delegation at any time and for any reason.

10.0 Review of Policy

This Policy shall be reviewed from time-to-time by the Chief Administrative Officer.

11.0 Implementation

This policy shall become effective immediately upon approval by the Council for the Municipality of McDougall



DRAFT

Strategic Plan 2022-2026



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Message from the Mayor and CAO

On behalf of the Council and staff of the Municipality of McDougall, we are pleased to present our new Strategic Plan. This document represents our compass to the future. As a roadmap for strategic change, this new Strategic Plan reflects Council's collective commitment to action. At the same time, this document will guide the actions of staff and the allocation of both human and fiscal resources to ensure that our objectives, individually as community leaders and as municipal staff will be aligned in keeping with the priorities contained herein. This Strategic Plan will guide the actions of Council over the balance of this term of Council. It will however, also offer a platform for future Councils to act on the priorities identified by our community.

The development of this document has been led by Council but at every stage in its development, it has been informed by our community members – the taxpayers we serve and our community partners. We have a great deal to be proud of and despite the different roles we play – as elected community leaders, as community partners, as taxpayers and community member and as staff – we share a common objective: to value what we have and to make it better.

We will work together to advance the strategic initiatives contained in this document and in so doing, we will enhance the spirit of our community and create an even better place to call home.

Council's Vision

What is Council's vision?

- ✓ A moderately growing, progressive and innovative community.
- ✓ An open, transparent and accountable Council.
- ✓ An effective, efficient and valuable Municipal administration.

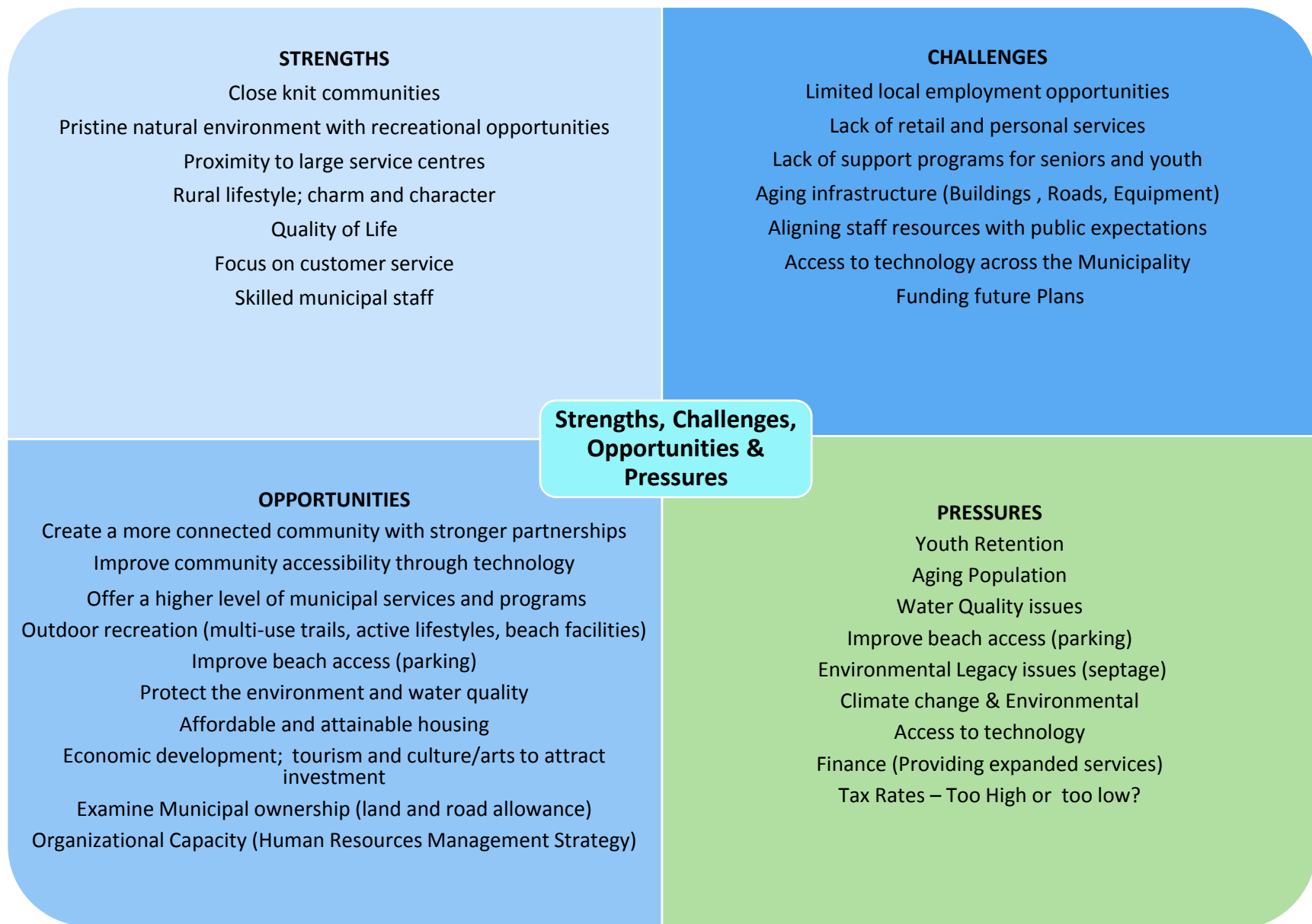
How will the Municipality of McDougall realize this vision?

- Improving current municipal services and exceeding customer service standards for residents, ratepayers and investors.
- Building a sustainable legacy for our municipality.
- Providing municipal staff with clear direction and support.

McDougall – Our Strengths, Challenges & Opportunities

The municipality of McDougall has many strengths, not the least of which is our proximity to Georgian Bay, our cultural diversity, our rural community charm, our strong connection to the natural environment and the strength of our tourism sectors. We have committed staff who are dedicated to making a difference and we have a Council that is united in its desire to do what is right for the Municipality by building the foundation for a great future.

At the same time, we face a number of challenges. We need to find ways to ensure that our communities – the Municipality as a whole – remains viable and sustainable for the long term. We need to continue to invest in and manage our municipal assets and fund service improvements so that the level of service we offer is exemplary. We need to strengthen and enhance our economic development efforts in all areas working with our neighboring municipal partners. We need to enhance our engagement activities to promote open and inclusive decision making and engage more with our clients and community members. We need to build and strengthen our partnerships and identify new investors. We need to protect our environment and continue to improve our quality of life. Finally, we need to continue to support services for our seniors and identify opportunities for our youth.



Our Mission & Vision Statement

Our Mission

To Provide a welcoming, safe community by ensuring quality service in a responsible and sustainable manner.

Our Vision

The breathtaking, natural beauty of the Municipality of McDougall is home to a thriving community with unique cultural identities. Growth area's support our diversified economies, driven by our residents' passion for the place they call home.

With our strong economy, we can live, work and raise families here. We are a destination for visitors, attracted to our vibrant parks, beaches, and hiking trails. As leaders in sustainability, we passionately protect our natural environment.

Corporate Values

Operational Performance Excellence. We are committed to providing services that are affordable to our ratepayers while protecting future generations from the burden of debts and deficits. We are committed to delivering efficient and extraordinary municipal services including the ability to manage and mitigate both man-made and natural emergencies.

Building Strong & Vibrant Communities. We are committed to supporting our diverse communities and to making decisions that are in the best interests of all Municipal residents. As our Municipality grows, we will work hard to provide a safe and accessible community with recreational opportunities for all.

Growing Our Local Economy. We are committed to healthy economic growth and to supporting our strong local economy.

Respect for our Rural Environment. We will ensure that growth across the Municipality is sustainable and in keeping with existing rural character and charm. We will address legacy issues that threaten our environmental health.

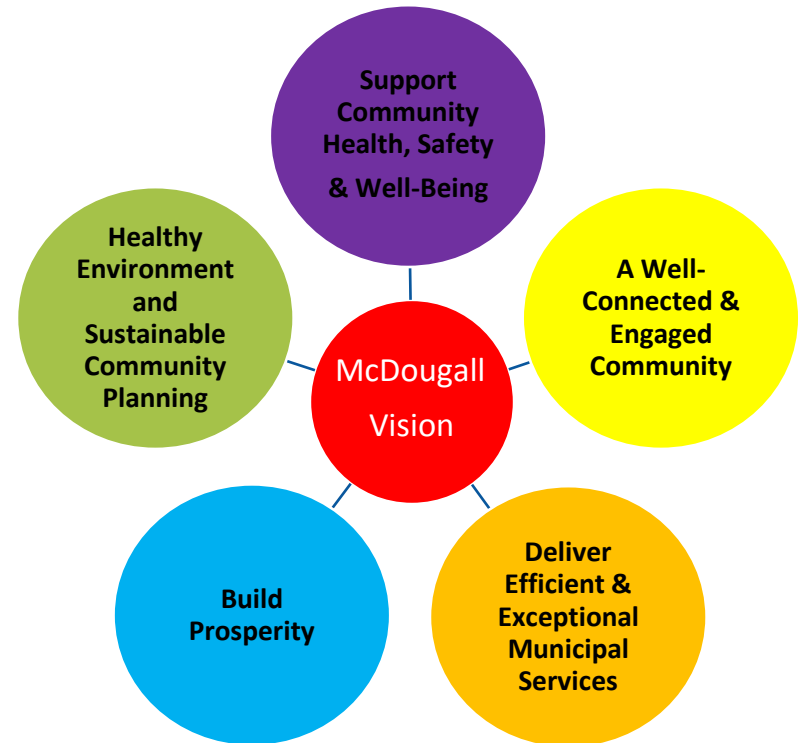
Responsible and Responsive Government. We are committed to finding collaborative and creative solutions. We will operate in an open, honest and transparent manner to offer equitable services to all of our clients. We will work hard to engage our community members and strengthen our partnerships with others.

Technology. We are committed to improving technology for our clients through collaboration with our municipal partners and exploring opportunities for expanded service.

Our Strategic Goal Areas

Building on the importance of creating a sustainable, 'Quality of Life' community, we will focus over the next four years and beyond on achieving the following strategic goals:

- **Deliver Efficient & Exceptional Municipal Services:** Manage our municipal assets to offer better (more efficient, more effective) services to our clients. Demonstrate good governance and value for the tax dollar.
- **Build Prosperity** through economic growth and development. Attracting new business and expanding existing businesses.
- **Healthy Environment & Sustainable Community Planning.** As the Municipality grows we will protect our environment which is the foundation for healthy communities and a healthy population.
- **Support Community Health, Safety & Well-Being.** Promote wellness and active lifestyles. Improve access to healthcare services and improve connectivity across the municipality. Build well-planned Communities that are healthy, diverse and safe.
- **Community Engagement.** Promote a better connected and more engaged community. Keep our citizens engaged by promoting open, inclusive decision making and governance.



Our Strategic Priorities

The goals, objectives and implementation priorities as set out herein, are the result of community, staff and Council collaboration and professional judgement based on best practices. The following pages provide a menu of tasks to be accomplished by Council and staff. While we recognize that these new initiatives will require the allocation of fiscal and human resources, we have focused our efforts on identifying a mix of priorities that we believe will further the growth of the community.

Deliver Efficient & Exceptional Municipal Services	Build Prosperity	Healthy Environment & Sustainable Community Planning	Support Community Health, Safety & Well Being	A Well-Connected & Engaged Community
<p>Improve efficiency and effectiveness</p> <p>Open, accountable and responsible government</p> <p>Build organizational resilience</p>	<p>Grow the economy</p> <p>Strengthen local businesses</p> <p>Advocate for advancements in technology</p>	<p>A healthier environment</p> <p>A resilient environment</p> <p>Improve the quality of municipal infrastructure and invest in municipal facilities</p> <p>Commit to sustainable community planning throughout the Municipality</p>	<p>Support community/ population health and wellness</p> <p>Develop recreational opportunities across the Municipality</p> <p>Enhance community services for community members (seniors, youth)</p> <p>Strengthen cultural and heritage assets</p> <p>Deliver effective and efficient safety and security services (Police, Fire and EMS) and appropriate public education programming.</p>	<p>A more engaged community</p> <p>A more cohesive community</p> <p>An open communication system</p>

Our Strategic Priorities & Actions

Our Strategic Plan is a collective road map intended to provide guidance for our community to flourish. The hallmark of a good community are the people that make the Municipality special. A good Community Strategic Plan understands the importance of building a collective community vision and working together to realize a better, healthier and more sustainable future.

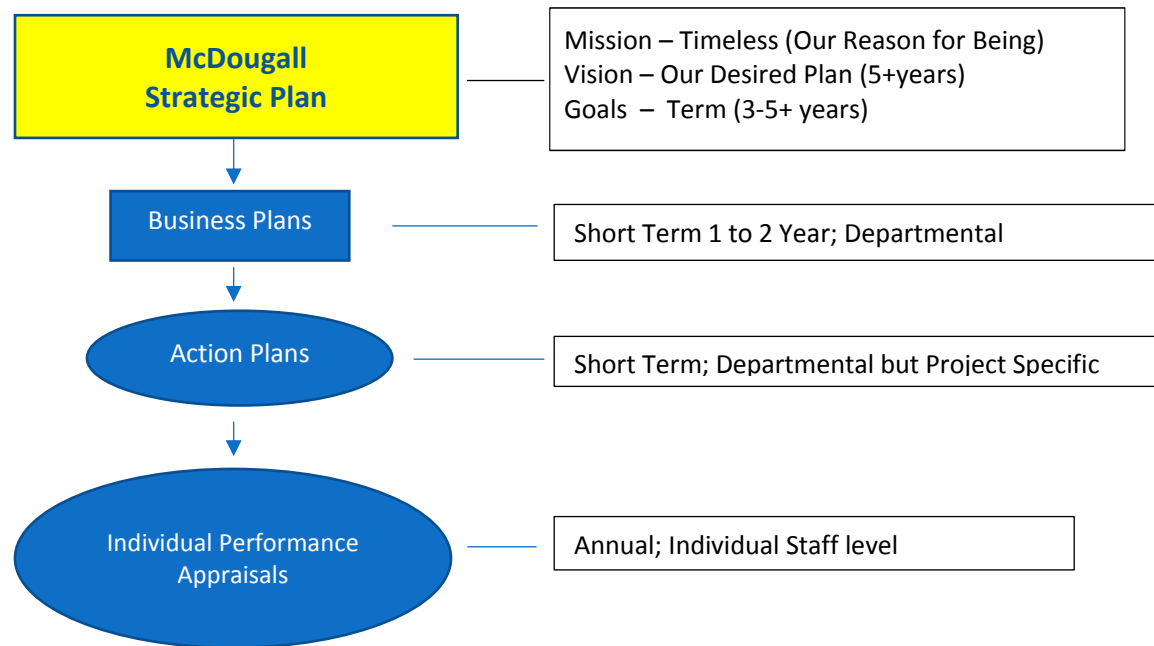
Our purpose in developing a Community Strategic Plan is to establish where our community as a whole, wants to be in the future and what actions we will take to get there. It has been developed to articulate our shared priorities so that we can make decisions today that will allow us to shape a prosperous future.

The strategic priorities that are included in this Plan reflect initiatives that are over and above the flow of important, ongoing work that is carried out by the Township in each of its departments. These priorities are reflective of the actions that staff, Council and community members believe must be a collective focus. These are the key actions that will allow the Municipality to continue to transform and evolve. We will align our resources – human and fiscal – to address these key areas and, in so doing, we will address existing but also emerging challenges. We will use this document to champion change and to move our community forward collectively. Moreover, we will view this as a living document and we will review and report annually on our accomplishments to ensure that progress is realized.

The following “Recommended Actions” represent a comprehensive five year action plan as approved by Council. These “Recommended Actions” will be reviewed during the Municipalities annual budget process and strategic plan review over the next five years. For specific information and progress on each “Recommended Action”, please refer to the **Municipalities Statement of Priorities and Direction**

Implementation

A Strategic Plan is an important document for any municipality but the development of the document is only the first step. The real measure of success lies in the implementation and adherence to the initiatives and priorities that are contained in this document. Both Council and Municipal staff are of the view that this Strategic Plan will exist as a living document. We will review the Strategic Plan annually and continue to advance the priorities contained in this document. At the same time, we will work with our community partners to realize the priorities that have been identified as top of mind by the constituents we serve. At the Municipality, we recognize that the most critical ingredient of success is commitment and we are committed to realizing this document. We will integrate this Plan with our business planning, our performance management and our budgeting process. The following schematic shows the relationship between the Strategic Plan and our business planning process.



We will ensure that this document is aligned with staff and fiscal management reporting to ensure that we make and report on our progress annually. In addition, we will require all staff reports that proceed to Council to identify how they uphold the vision and the goals identified in this document. In this way, we will ensure that we monitor our progress on an ongoing basis and that we demonstrate and document how our efforts are continuing to realize our long term vision.

THE CORPORATION OF THE MUNICIPALITY OF MCDougALL

BY-LAW NO 2022-33

Being a by-law to enter into an agreement between the Corporation of the Municipality of McDougall and Karen Lucas, Janet Wilkinson, and Marian Brady as a condition of approval of Consent No. B29/2021 (McD)

WHEREAS pursuant to Section 224, of the Municipal Act S.O.2001, as amended, it is the role of Council to represent the public and to consider the well-being and interests of the municipality, and to develop and evaluate the policies and programs of the municipality, to determine which services the municipality provides;

AND WHEREAS Section 51(26) of the Planning Act authorizes municipalities to enter into agreements as a condition of approval of a consent;

AND WHEREAS Council deems it appropriate to enter into the attached agreement with Karen Lucas, Janet Wilkinson, and Marian Brady as a condition of approval of consent No. B29/2021 (McD);

NOW THEREFORE the Council of the Corporation of the Municipality of McDougall enacts as follows:

1. The terms of the attached agreement between the Corporation of the Municipality of McDougall and Karen Lucas, Janet Wilkinson, and Marian Brady are hereby approved and that the Mayor and the Clerk are authorized to execute the said agreement on behalf of the Municipality.
2. This By-law shall come into effect on the day of final passing.

READ a **FIRST** and **SECOND** time this day of 2022.

Mayor

Clerk

READ a **THIRD** time, **PASSED**, **SIGNED** and **SEALED** this day of 2022.

Mayor

Clerk

CONSENT AGREEMENT

THIS AGREEMENT made in triplicate this ____ day of _____ 2022.

BETWEEN: **KAREN LUCAS, JANET WILKINSON, MARIAN BRADY**

hereinafter called the “Owners” of the First Part

-and-

THE CORPORATION OF THE Municipality OF McDOUGALL

Hereinafter called the “Municipality” of the Second Part

WHEREAS Section 51(26) of the Planning Act authorizes municipalities to enter agreements as a condition of approval of a consent;

AND WHEREAS the Parry Sound Area Planning Board approved a consent for two new waterfront lots on Lorimer Lake in Application No. B29/2021(McD);

AND WHEREAS the application was approved with the requirement that the applicant enter into an agreement to recognize conditions of consent approval;

NOW THEREFORE, THIS AGREEMENT WITNESS THAT, in the consideration of other good and valuable consideration and the sum of One Dollar (\$1.00) of lawful money of Canada now paid by the Municipality, covenant, declare and agree as follows:

PART A – GENERAL

1. The lands to be bound by the terms and conditions of this Agreement referred to as “the subject lands” are located in the Municipality and more particularly described in Schedule ‘A’ hereto.
2. The Consent Development Plan is described on Schedule ‘B’ attached hereto and forms part of this Agreement.
3. The survey plan describing the Subject land is plan 42R-14620, Part 3.
4. This agreement shall be registered on title to the subject lands as provided for by Section 51(26) of the Planning Act, R.S.O. 1990, as amended, at the expense of the Owners.
5. This agreement will not be amended or removed from the title of the subject lands except where agreed upon by the Municipality and the Owners.

PART B – PURPOSE OF THE DEVELOPMENT

6. The Owners has applied for and received approval by the Parry Sound Area Planning Board under File No. B29/2021(McD) for a consent for the creation of two new waterfront lots on Lorimer Lake.

PART C – ACCESS

7. The Owners hereby acknowledges and recognizes that the right-of-way being Part 3 of Reference Plan No. 42R-21112 and Part 6 of Reference Plan No. 42R-14620, locally known as Lori-Lea Trail, providing access to the subject lands is a privately owned and maintained road.
8. The Owners hereby covenants and agrees that the road is a private road.

9. The Owners hereby recognize and agree that the Municipality is not responsible or liable for the non repair of the private roads identified in paragraph 7 above.
10. The Owners hereby understand that the Municipality may not be able to provide emergency services to the subject lands accessed by the private rights-of-way.
11. That the right-of-way is recognized as serving Part 4 of 42R-14620.

PART D – ENVIRONMENTAL REVIEW

12. The Owners have retained Hutchison Environmental Sciences Ltd. to undertake an assessment of soils on the subject lands to determine that soils could treat septic effluent from in-ground leaching fields to a level that would protect Lorimer Lake. A copy of this assessment prepared on November 15, 2021 is available at the municipal office.
13. The Owners hereby agree to comply with the recommendations of the environmental report dated November 15, 2021.

PART E – EXPENSES TO BE PAID BY THE OWNER

14. Every provision of this Agreement by which the Owners are obligated in any way shall be deemed to include the words “at the expense of the Owners” unless the context otherwise requires.
15. The Owners shall pay such reasonable fees as may be invoiced to the Municipality by its Solicitor, its Planner, and its Municipal Engineer in connection with all work to be performed as a result of the provisions of this Agreement.

PART F – INDEMNIFICATION FROM LIABILITY AND RELEASE

16. The Owners covenant and agree with the Municipality, on behalf of itself, its successors and assigns, to indemnify and save harmless the Municipality, its servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of the negligent or unlawful performance of or failure to perform any work by the Owners or on behalf in connection with the carrying out of the provisions of this Agreement provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the Part of the Municipality its servants or agents.
17. The Owners further covenant and agree to release and forever discharge the Municipality from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the said lands or the adjacent properties which may damage or interfere with the works of the Owners, provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the part of the Municipality, its servants or agents.

PART G – ADMINISTRATION

18. The Owners acknowledge that this agreement is entered into under the provisions of Section 51(26) of the Planning Act, R.S.O. 1990, as amended and that any expense of the Municipality arising out of the administration and enforcement of this agreement may be recovered as taxes under Section 326 of the Municipal Act, 1990 as amended and further that the terms and conditions of this agreement may be enforced under conditional building permits under the Building Code Act and regulations thereunder.
19. The Owners and the Municipality acknowledge that the provisions of Section 67 of the Planning Act, R.S.O. 1990, as amended that provides that persons who contravene Section 51 and 52 of the Planning Act are liable on a first conviction to a fine or not more than twenty-five thousand dollars for each or part thereof upon which the contravention has continued after the day in which the person was first convicted.
20. This agreement shall ensure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.
21. This agreement shall come into effect on the date of execution by the Municipality and the Owners.

IN WITNESSETH WHEREOF the Municipality has caused their Corporate seal to be affixed over the signature of the respecting signing officers.

THE CORPORATION OF THE
MUNICIPALITY OF McDOUGALL

Date: _____

Mayor – Dale Robinson

Clerk – Lori West

Witness -

Karen Lucas

Janet Wilkinson

Marian Brady

THIS IS SCHEDULE 'A' TO A CONSENT AGREEMENT BETWEEN
KAREN LUCAS, WILKINSON, MARIAN BRADY, AND THE CORPORATION
OF THE MUNICIPALITY OF McDOUGALL

Part of PIN 52125-0327 being Part of Lot 2 & 3, Concession 8, Parts ____ of Reference
Plan No. 42R-_____, geographic Township of Ferguson now in the Municipality of
McDougall

DRAFT

THIS IS SCHEDULE 'B' TO A CONSENT AGREEMENT BETWEEN
KAREN LUCAS, JANET WILKINSON, MARIAN BRADY, AND THE CORPORATION
OF THE MUNICIPALITY OF McDOUGALL

