



The Corporation of the Municipality of Whitestone

**Agenda of Regular Council Meeting
Tuesday, July 16, 2024**

Dunchurch Community Centre

and

Join Zoom Meeting **(Video)**

<https://us02web.zoom.us/j/83429031404>

(Phone Call Only)

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 834 2903 1404#

*Every effort is made to record meetings with the exception of the Closed Session matters.
Both the audio and video are posted on the Municipal Website.
The written minutes are the official record of the meeting.*

1. Call to Order and Roll Call

10:00 a.m.

National Anthem

Indigenous Land Acknowledgement Statement

The Municipality of Whitestone recognizes all of Canada resides on traditional, unceded and/or treaty lands of the Indigenous People of Turtle Island.

We recognize our Municipality on The Robinson Huron Treaty territory is home to many past, present and future Indigenous families.

This acknowledgment of the land is a declaration of our commitment and collective responsibility to reconcile the past, and to honour and value the culture, history and relationships we have with one another.

2. Disclosure of Pecuniary Interest

3. Approval of Agenda ®

4. Presentations and Delegations - None

5. Committee of the Whole

5.1 Planning Matters

5.1.1 Memorandum from Paula Macri, Planning Assistant
Committee of Adjustment Training and Presentation from MHBC
'Planning 101, Committee of Adjustment'

5.1.2 Consent Application B21/2024(W) – GORRIE, Carol Marjorie ®
• Memorandum from Parry Sound Area Planning Board dated
June 13, 2024

Reconvene into Regular Meeting ®

Matters Arising from Committee of the Whole ®

6. Public Meeting - None

7. Consent Agenda ®

*Items listed under the Consent Agenda are considered routine and will be enacted in one motion.
A Member of Council may request one or more items to be removed from the Consent Agenda for
separate discussion and/or action.*

7.1 Council and Committee Meeting Minutes

7.1.1 Regular Council Meeting Minutes of June 18, 2024

7.2 Unfinished Business (listed on pages 5-7)

Matters Arising from Consent Agenda

8. Accounts Payable

8.1 Accounts Payable ®

9. Staff Reports

9.1 Report PW-2024-08
Award of Slurry Seal Contract ®

9.2 Report ADMIN-2024-07
Council Remuneration and Home Office expenses ®

9.3 Report FIN-2024-09
Update to Tax Collection Policy ®

9.4 Report ADMIN-2024-08
Road Naming Policy ®

9.5 Report ADMIN-2024-09
Accountability and Transparency Policy ®

10. By-laws

- 10.1 By-law No. 36-2024, being a By-law to regulate encroachments on public property and in the Municipality of Whitestone
 - Memorandum from CAO/Clerk Hendry
- 10.2 By-law No. 37-2024, being a By-law to name and rename public and private roads within the Municipality of Whitestone and to repeal By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, and 31-2024
 - Memorandum from Paula Macri, Planning Assistant
- 10.3 By-law No. 38-2024, being a By-law to adopt a Road Naming Policy
- 10.4 By-law No. 39-2024, being a By-law to for Provide for the Establishment of a Tax Collection Policy and to repeal By-law No. 38-2019
- 10.5 By-law No. 40-2024, being a By-law to adopt the Accountability, Transparency, and Openness Policy for the Corporation of the Municipality of Whitestone and to repeal By-law No. 11-2022

11. Business Matters

- 11.1 Memorandum from CAO/Clerk Hendry
Re: Request from Councillor Nash to have editing rights and access to protected documents ®
- 11.2 Notice of Motion to reconsider Resolution No. 2023-561 (December 12, 2023) as amended by Resolution 2024-165, (April 16, 2024) at the August 20, 2024 Regular Council meeting in respect of:
The removal of reference to rail systems / shore dockers to be removed by August 6, 2024 ®
- 11.3 Memorandum from Councillor Lamb
Consideration of an Encroachment permit system for rail systems / shore dockers ®
- 11.4 Memorandum from CAO/Clerk Hendry
Update regarding By-law No. 33-2024, being a By-law to regulate traffic and to govern and control the parking of Vehicles, Boats, Camping Units, and Trailers ®
- 11.5 Request from the Maple Island Thrift Shop for withdrawal from reserve for a community donation ®
- 11.6 Request for support of Mobile Seniors Active Living Centres (M-SALC), Community Support Services ®

12. Correspondence ®

Matters Arising from Correspondence

13. Councillor Items

14. Questions from the Public

Move into Closed Session ®

15. Closed Session

15.1 Closed Session Minutes of the Regular Closed Session Council meeting of Tuesday June 18, 2024

15.2 Labour relations or employee negotiations pursuant to Ontario Municipal Act, Section 239. (2) (d)

- By-law Enforcement Services – salary and contracted service cost comparisons
- Recruitment matters

15.3 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to *Ontario Municipal Act*, Section 239(2)(k)

- West Parry Sound Health Centre (Nursing Station) Lease agreement

Reconvene to Regular meeting ®

Matters arising from Closed Session

16. Confirming By-law ®

17. Adjournment ®

Unfinished Business

Unfinished Business

DATE	ITEM AND DESCRIPTION	ASSIGNED TO	STATUS
March 15, 2021	Review of By-law 20-2014 (being a By-law for the licensing, regulating/governing of rental units in Whitestone)	Administration Staff	A revised By-law is in process. Public meeting for Public input was held March 19, 2024. DRAFT By-law to presented at the May 21, 2024 Regular Council meeting. Council requested to submit comments by June 7, 2024 to Paula Macri
March 15, 2022	By-law 16-2022, being a By-law for a Zoning By-law amendment to rezone Part of Lot 39, Concession A, geographic Township of McKenzie, now in the Municipality of Whitestone from the Rural (RU) Zone to a Rural (RU) Exception Zone – ANDERSON/PATTERSON	Planning Staff and CBO	To be reviewed with the Applicant March 2025.
October 4, 2022	Animal and Bird Control DRAFT By-law – presented to Council THAT the Draft Animal By-law be received for information	Agricultural Committee / Council	Discussion with Council on September 5, 2023 Direction from Council: Draft By-law to be revised and modified as discussed by Council and brought back to a Council at a future date Councillor Woods is contacting former Committee members for input. Staff waiting for Councillor Woods availability to meet prior to moving forward with this item
July 4, 2023	Strategic Plan, By-law Initiatives THAT the Council of the Municipality of Whitestone receive for information the Memorandum from	Assigned to various staff	In progress

	<p>CAO/Clerk Hendry, Strategic Plan – moving forward with 2023 priorities</p> <p>THAT the recommendations in the above referenced Memorandum are hereby accepted in respect of bringing forward to Council a draft updated Rental Unit By-law, Trailer By-law, Parking By-law and the draft Animal and Bird By-law.</p>		<p>Animal and Bird By-law submitted to Council September 5, 2023</p> <p>Remainder of the By-laws in progress</p>
September 5, 2023	<p>Snakeskin Lake boat launch</p> <p>Staff to work with MNRF to determine if a Land Use Permit is required to develop the Snakeskin Lake boat launch, and if so, to apply for one.</p>	Staff	Land Use Permit In progress
November 7, 2023	<p>Presentation from Azimuth Environmental re Whitestone Landfill Sites-</p> <p>Council request for more information in regard to usage space and timing and cost of conversion of York Street Landfill to a Transfer Station</p>	Manager of Public Works / Azimuth Environmental	Q3 2024
December 12, 2023	<p>WHEREAS the Council of the Municipality of Whitestone had passed Resolution 2023-280 on June 6, 2023 related to private docks, rail systems, winches, trailers and storage containers at "Boat Launches and Lake Access Points" within the municipality that are municipality owned or in which the municipality has a Land Use Permit with the Ministry of Natural Resources and Forestry (MNRF);</p> <p>AND WHEREAS the Municipality of Whitestone had indicated a date of August 1, 2023 for private docks, private rail / shore docker systems, private storage containers to be removed by owner's;</p> <p>AND WHEREAS the Municipality of Whitestone following Resolution 2023-280 mailed out a Notice to property owners on Bolger and Kashegaba Lakes of the Resolution;</p> <p>AND WHEREAS the Council of the Municipality of Whitestone has further heard and reviewed information related to the "Bolger Landing" Access Point for negotiation purposes;</p> <p>NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby approve the following:</p> <p>THAT Municipal staff draft a formal notification advising the property owner/s on Bolger, Kashegaba and WahWashKesh Lakes:</p> <p>1. THAT a revised deadline for owner/s of private docks, rail systems / shore dockers, private</p>		

	<p>storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and</p> <p>2. THAT any private docks, rail systems / shore dockers, private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed of by the Municipality of Whitestone or their Agents with no further formal notice; and</p> <p>3. THAT it be confirmed that no trailers are allowed to be parked or stored at any Public Landing within the Municipal owned lands unless attached to a vehicle, and that if attached to a vehicle, that the trailer can remain no more than 14 days as of August 6, 2024.</p> <p>THAT the Municipality of Whitestone send out the formal notification letters to property owners on Bolger Lake, Kashegaba Lake and Wahwashkesh Lake in the form of Registered Mail (No required signature); and</p> <p>THAT staff arrange for the removal of Shore Dockers, Storage Units, Docks, Trailers or other structures that are not removed by the August 6, 2024 date noted above in items 1, 2 and 3 and any expenses or legal fees will be at the owner's expense.</p>	<p>Administration Staff</p> <p>Administration Staff</p> <p>Manager of Public Works</p>	<p>Bolger Lake and Kashegaba Lake letters sent via registered mail January 13, 2024 (note: there was no option for 'no signature required' as requested by Council)</p> <p>Letters to Wahwashkesh Lake. A voting reconsideration was approved on April 16, 2024. Letters sent by regular mail, April 30, 2024</p> <p>TBD</p>
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END

Correspondence

- A – Larder Lake - Request that province provide funding for asset retirement obligations regarding annual reporting
- B – Tweed - Province to absorb cost of Ontario Provincial Police Force back into Provincial Budget with no cost recovery to municipalities
- C – Thank you letter – West Parry Sound District Museum
- D – Mark and Carole Ellis – Concerns regarding Resolution 2023-280, trailer parking
- E – Thank you letter – Parry Sound Downtown Business Association
- F1 – Robin Plumb – West Parry Sound Recreation and Cultural Centre
- F2 – Infrastructure Ontario Loan Program Guidelines
- G – Magnatawan Pioneer Association - Bolger Landing Security Camera
- H – Planning Act and Development Charges Act Regulations relating to Public Notices

COMMITTEE OF THE WHOLE

PLANNING ITEMS



1 Church Street
 Dunchurch, Ontario P0A 1G0
 Phone: 705-389-2466 Fax: 705-389-1855

www.whitestone.ca
 E-mail: info@whitestone.ca

MEMORANDUM

To: Mayor and Council

From: Paula Macri, Planning Assistant

Memo Date: July 5, 2024

Council Agenda Date: July 16, 2024

Re: Committee of Adjustment Training 101

Background:

After the most recent appointment of the newest member of the Committee of Adjustment, staff arranged with MHCB for a training opportunity for Committee members.

"Introduction to Committee of Adjustment 101" was held on June 20, 2024, at 6:00 p.m. via Zoom video conferencing.

In attendance
 MHBC, Patrick Townes – Video Conferencing. Presenter
 Paula Macri, Planning Assistant – Video Conferencing
 Greg Kowal, Committee Member – Telephone call-in
 Kevin Krusell, Committee Member – Video Conferencing
 Councillor Brian Woods, Council representative - Regrets

ATTACHMENT:

Committee of Adjustment Training and Presentation from MHBC – ATTACHMENT A

MUNICIPALITY OF Whitestone



MUNICIPALITY OF WHITESTONE

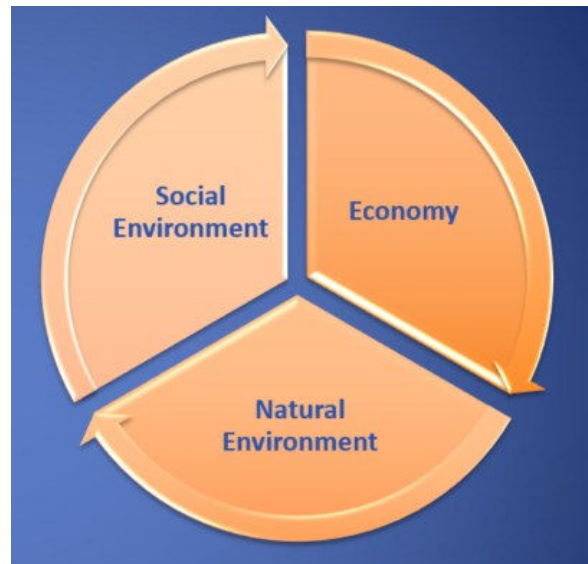
Planning 101

Committee of Adjustment

Thursday, June 20, 2024

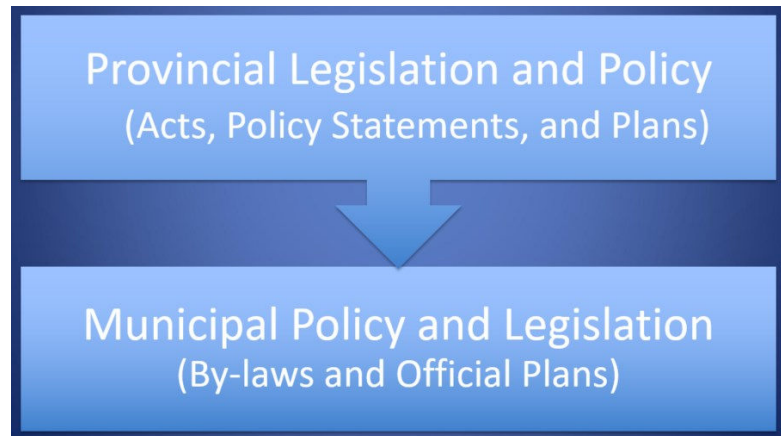
Why Plan?

- Long term strategy for success of the Municipality.
- Future generations have an opportunity to prosper and enjoy a healthy environment.
- Planning is about recognizing the public interest and effectively manage change.



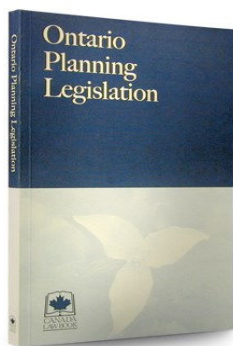
Municipal Planning Structure

- The Municipality implements Provincial and local planning policy and legislation through:
 - The Planning Act
 - Provincial Policy Statement
 - Growth Plan for Northern Ontario
 - Official Plans
 - Zoning By-laws

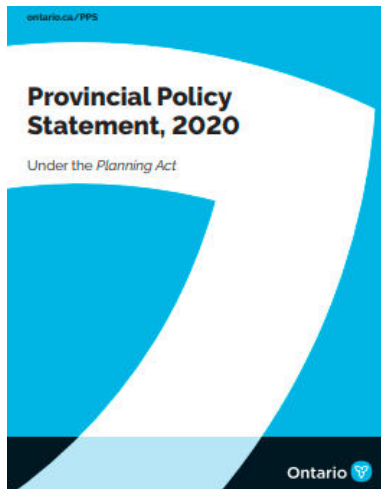


Planning Act

- The Planning Act R.S.O. 1990 is the enabling legislation to control land use and land division in Ontario.
- The Act enables the province to create plans and policies.
- Establishes processes for municipalities to implement planning policy.
- Mandates a duty to consult.
- Regulations under the Planning Act set out specific requirements for different aspects of land use planning:
 - public consultation and appeals
 - planning process time periods
 - official plans and zoning by-laws
 - holding by-laws and interim control by-laws
 - plans of subdivision, variances, and consents
 - site plan control
 - enforcement



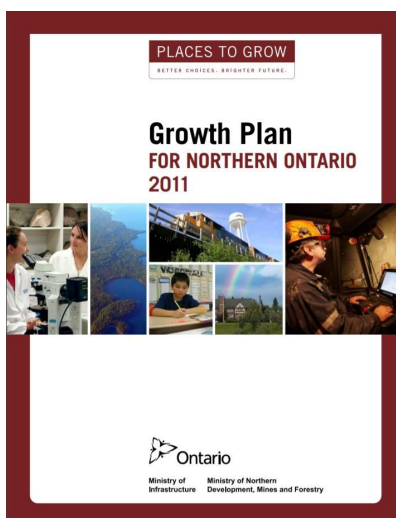
Provincial Policy Statement



- Provides policy direction on matters relating to municipal planning that are of provincial interest.
- The Provincial Policy Statement (PPS) sets the policy foundation for regulating the development and use of land.
- The PPS recognizes complex inter-relationships among economic, environmental and social factors in planning and embodies good planning principles.
- **Main Themes:**
 - Building Strong Communities
 - Wise Management of Resources
 - Protecting Public Health and Safety

Decisions on land use planning matters “shall be consistent with” the PPS.

Growth Plan



- The Growth Plan for Northern Ontario recognizes the interconnected contribution of people, communities, infrastructure and the environment to a successful and sustainable economy.
- **Main Themes:**
 - Economy
 - People
 - Communities
 - Infrastructure
 - Environment
 - Indigenous Peoples

Official Plan

- Adopted in 2014 and approved in 2016.
- Section 26 of the Planning Act requires the Official Plan to include the following:
 - Has regard to matters of Provincial interest
 - Conforms with Provincial Plans (Northern Growth Plan)
 - Is consistent with the Provincial Policy Statement (PPS)
- Official Plan = Policy Direction
- Forms the foundation for decision makers in protecting the environment, and guiding future development, public works, and capital investment.
- Council (and Committee) must make decisions that conform to the Official Plan.

Zoning By-law

- Passed in 2018.
- A legal document that regulates the use and development of land.
- Implements the policies of the Official Plan.
- The Zoning By-law establishes the following:
 - How land may be used (permitted uses)
 - Where buildings and other structures can be located
 - The types and sizes of buildings and lot sizes
 - Setbacks from streets and property lines
 - Parking requirements

Committee of Adjustment

- A Council may establish a Committee of Adjustment which consists of not less than 3 members, which may include members of the public who are not Council members to consider applications for Minor Variances to the By-law.
- A Committee of Adjustment primarily deals with Consent (Severance) applications under Section 53 of the Planning Act **and Minor Variance applications under Section 45** of the Planning Act.
- Meetings are held and administered in accordance with the local policies, by-laws and procedures that apply to the Committee of Adjustment.

Planning Applications

- The Planning Act sets out the processes for the following land use planning applications:
 - Official Plan Amendments
 - Zoning By-law Amendments
 - Plans of Subdivision/Condominium
 - **Consent (Severance)**
 - **Minor Variance**
 - Site Plan Control
 - Interim Control and Temporary Use By-laws
 - Deeming By-laws
 - Part Lot Control Exemption

Minor Variance Applications

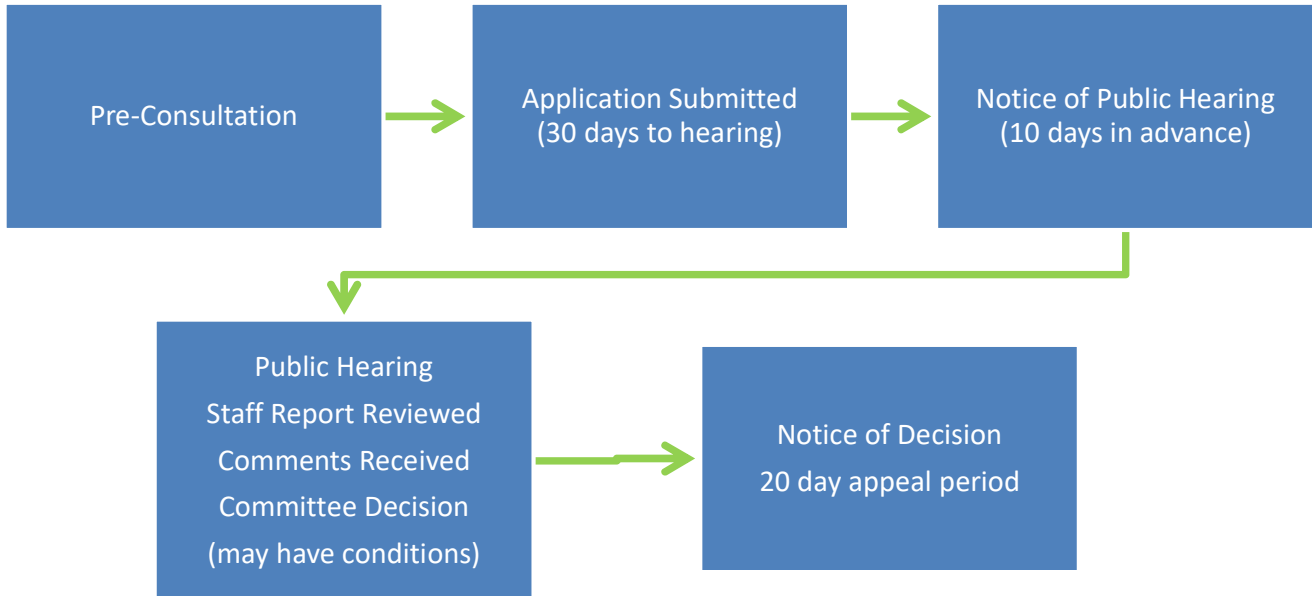
- A Minor Variance is to vary the standards in the Zoning By-law. This includes minor changes to the zoning of a property with respect to zone standards.
- Requirements under Section 45 of the Planning Act.
- The application process is public.
- Conditions can be applied to decisions for a Minor Variance.
- 3rd party appeals are not permitted.
- Other powers of the Committee include:
 - Permit the enlargement of a non-conforming building or structure.
 - Permit uses that are similar to those permitted within a specific zone.

10

Four Tests of a Minor Variance

- A Minor Variance application must meet these 4 tests:
 - 1) Is it in keeping with the general purpose and intent of the Official Plan?
 - 2) Is it in keeping with the general purpose and intent of the Zoning By-law?
 - 3) Is it appropriate and desirable development for the area?
 - 4) Is the application minor in nature?

Minor Variance Process



Tasks Associated with Applications

- Pre-consultation
- Preparation of Notice of Public Hearing
- Circulation of Application
- Review and Respond to Public/Committee/Agency Comments
- Preparation of Staff Report
- Prepare for and attend Public Hearing
- Preparation of Notice of Decision

Planner's Responsibility

2 PROFESSIONAL CODE OF PRACTICE

1.0 The Planner's Responsibility to the Public Interest

Members have a primary responsibility to define and serve the interests of the public. This requires the use of theories and techniques of planning that inform and structure debate, facilitate communication and foster understanding.

Questions/Discussion

PARRY SOUND AREA PLANNING BOARD

1 Mall Drive, Unit 2, Parry Sound, Ontario P2A 3A9

Memo to Whitestone Council

CONSENT APPLICATION NO. B21 2024(W) - Gorrie

PART OF LOT 59, CONCESSION B

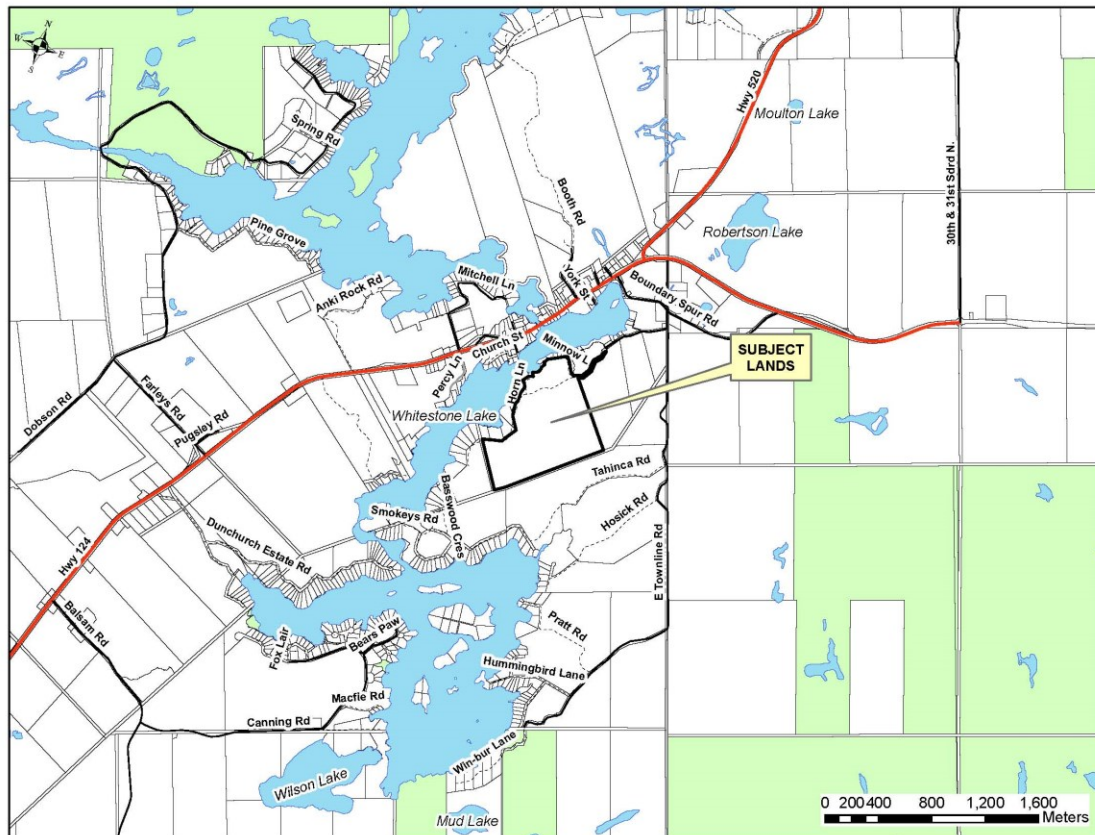
TOWNSHIP OF WHITESTONE

Rolls # 493901000803115, 493901000803140, 493901000803145

June 13, 2024

BACKGROUND / PURPOSE

Carol Gorrie owns a parcel of land on Quinn Road and Whitestone Lake.

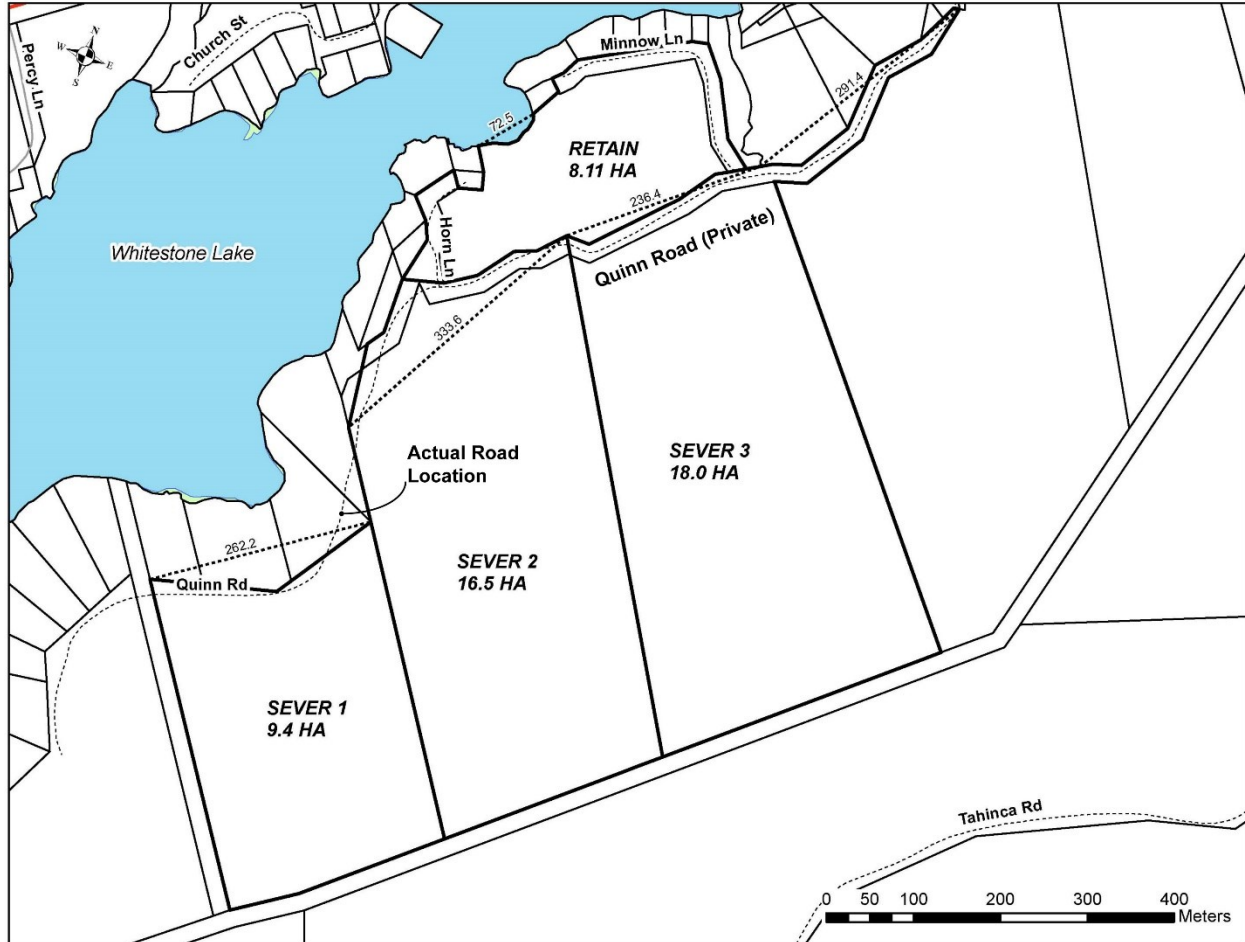


This application will grant right-of-way over a section of private road (Quinn Road) to a previously severed lot.

PREVIOUS CONSENT

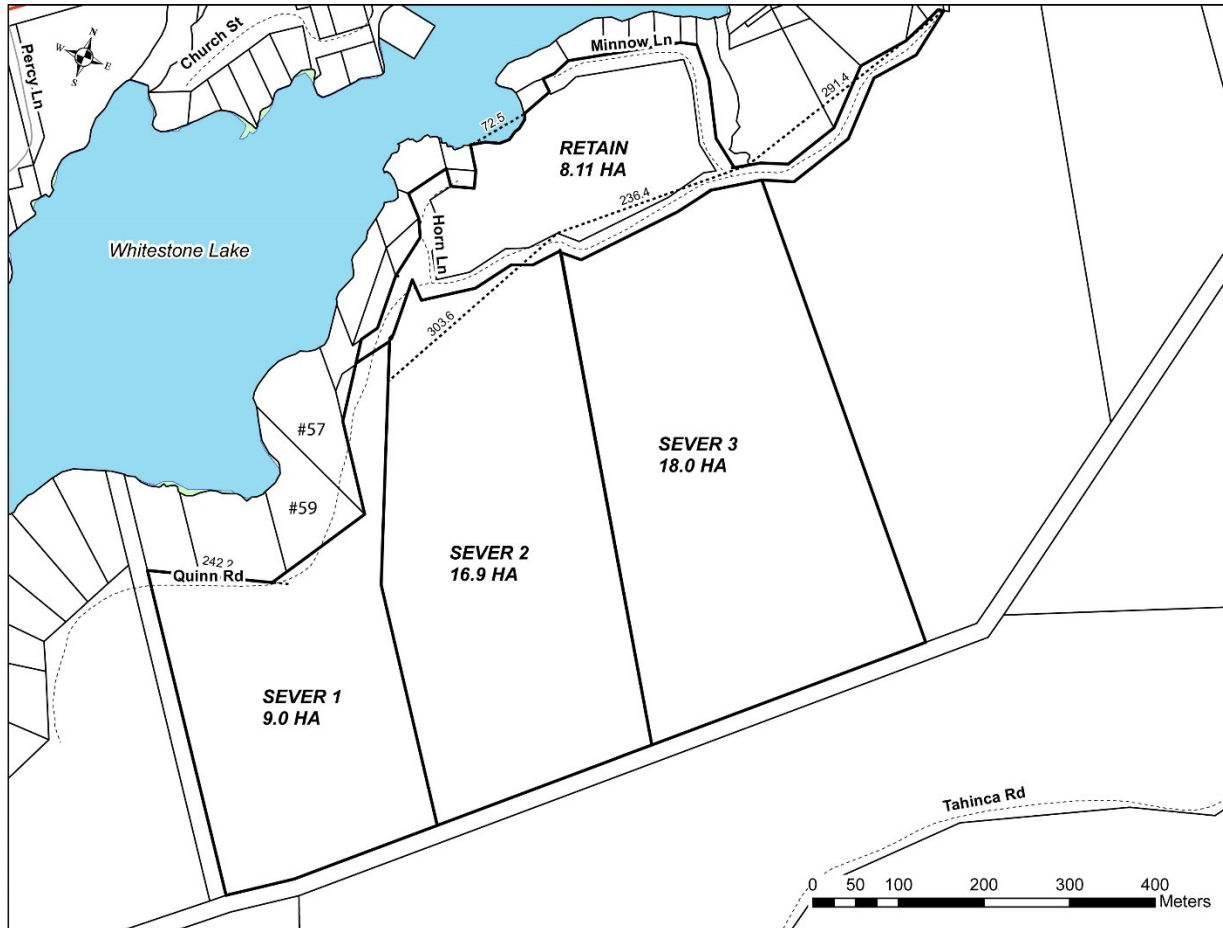
Carol Gorrie applied for a consent in 2023 (consent No. B22 2023(W)) to create three (3) new rural lots on Quinn Road in accordance with the Municipality's policy allowing lots to be created on private roads.

Original Consent Sketch



Prior to the consent approval, the boundary of proposed severed lot 1 was adjusted to include frontage on the portion of Quinn Road owned by Gorrie.

Revised Consent Sketch



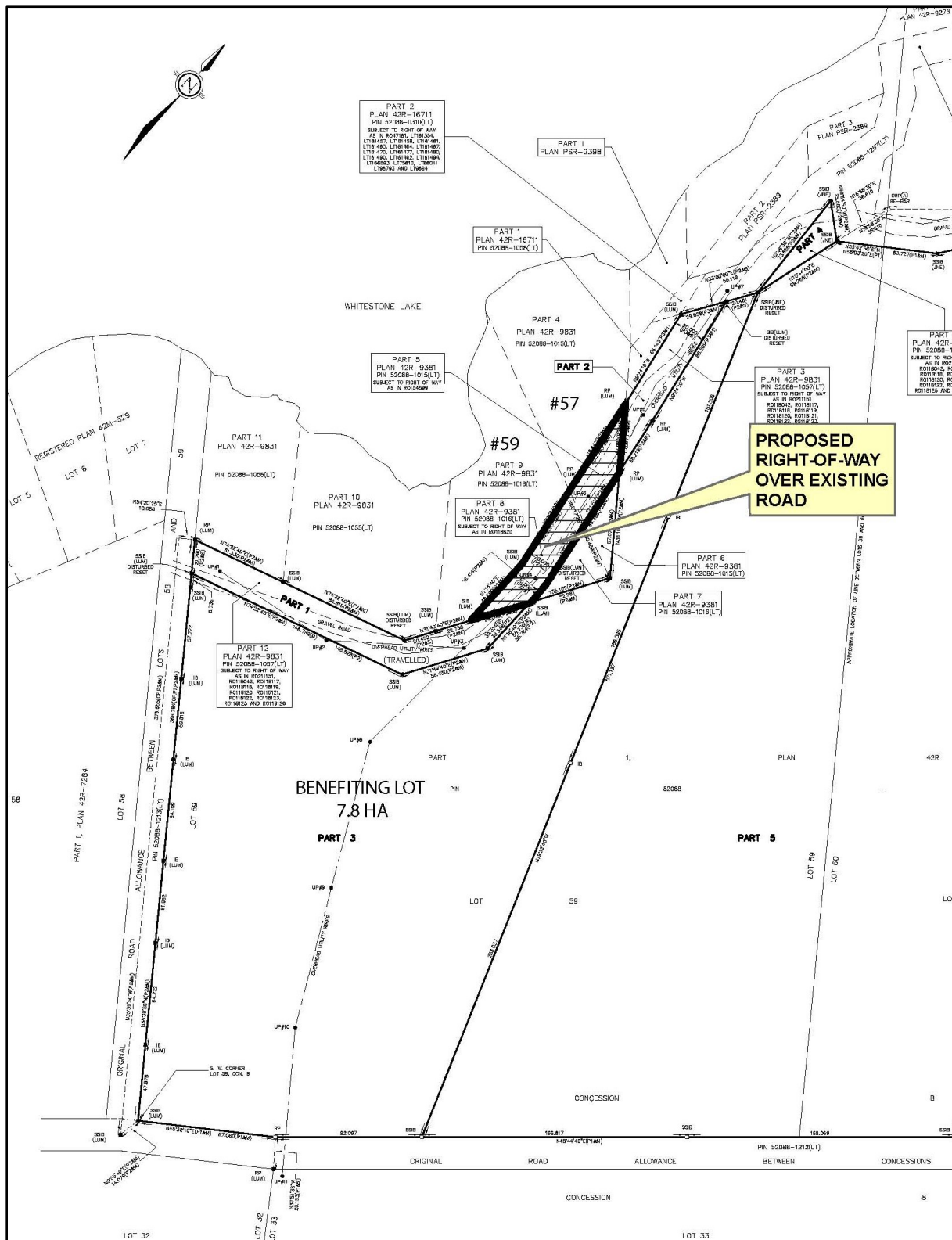
This configuration was proposed to ensure direct frontage to the private right-of-way was achieved for the new lot.

The thought was that the lot could be accessed by a driveway before # 57 Quinn Road (Shydowski) and #59 Quinn Road (Robertson).

The survey was completed, but in the spring, it was discovered that the terrain was not suitable for the construction of driveway in the north-east corner of severed lot 1.

PROPOSED RIGHT-OF-WAY

The owners of 57 and 59 Quinn Road have agreed to give right-of-way over their sections of Quinn Road (Parts 5 & 8 in favour of Part 3 on plan 42R-22421).



RECOMMENDATION

That the Municipality support the proposed consent for a right-of-way as applied for by Carol Gorrie in Application No. B21 2024(W) subject to the following:

- 1) To amend a previous 51(26) Consent Agreement to include parts 5 & 8 on plan 42R-22421 and recognize the private road access, limit the liability and responsibility of the Municipality for its maintenance and to indemnify the Municipality.
- 2) Payment of any applicable fees.

Respectfully,

A handwritten signature in blue ink that reads "Patrick Christie". The signature is written in a cursive, flowing style.

Patrick Christie, C.P.T.

CONSENT AGENDA



21 Church Street
Dunchurch, Ontario P0A 1G0
Phone: 705-389-2466 Fax: 705-389-1855

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E-mail: info@whitestone.ca

***DRAFT* Regular Council Meeting Minutes**
Tuesday June 18, 2024, 10:00 a.m.
Dunchurch Community Centre and Zoom Video Conferencing

- Present:** Mayor George Comrie
Councillor Janice Bray
Councillor Joe Lamb
Councillor Scott Nash (left meeting at 7:10 p.m.)
Councillor Brian Woods (left meeting at 7:10 p.m.)
- Staff:** Michelle Hendry, CAO / Clerk
David Creasor, Manager of Public Works (10:00 a.m. to 4:15 p.m.)
Maneesh Kulal, Treasurer / Tax Collector (10:00 a.m. to 11:00 a.m.)
Paula Macri, Planning Assistant (10:00 a.m. to 3:00 p.m.)
Wendy Schroeder, Deputy Clerk
Bob Whitman, Fire Chief (10:00 a.m. to 5:30 p.m.)
- Consultants and Guests:** Patrick Christie, C.P.T., Parry Sound Area Planning Board (via Zoom)
Carl Pahapill, Pahapill and Associates Professional Chartered Accountants
Rebecca MacDonald, Pahapill and Associates Professional Chartered Accountants (via Zoom)
- Other Guests:** 5 in person
9 via Zoom

1. Roll Call and Call to Order 10:03 a.m.

2. Disclosure of Pecuniary Interest

Mayor Comrie requested that any pecuniary interest be declared for the record.
None was declared.

3. Approval of the Agenda

Resolution No. 2024-225

Moved by: Councillor Nash

Seconded by: Councillor Woods

WHEREAS the Members of Council have been presented with an Agenda for the June 18, 2024 Regular Council meeting,

BE IT RESOLVED THAT the Agenda for this meeting be adopted with the addition of the following:

- 5.4 Draft Encroachment By-law
Attachment 5.4.1

- 12. Correspondence (requested by Mayor Comrie)

Parry Sound Downtown Business Association – Thank you letter for donation to 2024 Maple Syrup Festival

Carol Marks and Jim Ellis – concern regarding effect on permanent residents of Traffic and Parking By-law

and

- 15. Closed Session
 - 15.2.6 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)

Staffing matter (requested by CAO/Clerk Hendry)

Resolution No. 2024-226

Moved by: Councillor Nash

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone amend the motion to approve the agenda by removing Item 11.7 and the proposed addition of the two items of correspondence in Item 12.

Recorded vote requested by Councillor Nash

	Yeas	Nays	Abstain
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray		X	
Mayor Comrie		X	

Carried

Resolution No. - None
Moved by: Mayor Comrie
Seconded by:

THAT Item 11.6 - Ardbeg Firehall, discussion regarding proposed HVAC upgrades, be removed from the Agenda.

The motion died due to the absence of a seconder.

Resolution No. 2024-225 (as amended by Resolution No. 2024-224)

Moved by: Councillor Nash
Seconded by: Councillor Woods

WHEREAS the Members of Council have been presented with an Agenda for the June 18, 2024 Regular Council meeting,

BE IT RESOLVED THAT the Agenda for this meeting be adopted with the addition of the following:

5.4 Draft Encroachment By-law
Attachment 5.4.1

and

15. Closed Session

15.2.7 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)

Staffing matter (requested by CAO/Clerk Hendry)

and with the removal of Item 11.7, Magnatawan Pioneer Association proposal for Leasing of a Shore Road Allowance, Bolger Landing. Report from Mayor Comrie.

Recorded vote requested by Mayor Comrie

	Yeas	Nays	Abstain
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie		X	

Carried

4. Presentations and Delegations

- 4.1 Pahapill and Associates Professional Chartered Accountants
Municipality of Whitestone draft 2023 Consolidated Financial Statements
Carl Pahapill and Rebecca McDonald

Matters Arising from Presentations and Delegations

Resolution No. 2024-227

Moved by: Councillor Lamb
Seconded by: Councillor Bray

THAT Council for the Municipality of Whitestone does hereby accept the draft 2023 Consolidated Financial Statements as presented by Pahapill and Associates Professional Chartered Accountants.

Recorded vote requested by Councillor Lamb

	Yeas	Nays	Abstain
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie	X		

Carried

Move into Committee of the Whole

Resolution No. 2024-228

Moved by: Councillor Woods
Seconded by: Councillor Bray

THAT the Council of the Municipality of Whitestone move into Committee of the Whole at 11:02 p.m.

Carried

5. Committee of the Whole

5.1 Planning Matters

- 5.1.1 Consent Application B19/2024(W), JENNINGS, Susan and JOHNSON, Randy
 - Memorandum from the Parry Sound Area Planning Board dated June 4, 2024

5.2 Draft Trailer By-law

- 5.2.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

5.3 **Traffic and Parking By-law**

5.3.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

5.4 **Draft Encroachment By-law**

5.4.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

Reconvene into Regular Meeting

Resolution No. 2024-229

Moved by: Councillor Lamb

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone reconvene into the Regular Meeting at 12:52 p.m.
Carried

Recess 12:52 p.m. to 1:32 p.m.

Matters arising from Committee of the Whole

Resolution No. 2024-230

Moved by: Councillor Lamb

Seconded by: Councillor Nash

5.1 **Planning Matter**

5.1.1 Consent Application B19/2024(W), JENNINGS, Susan and JOHNSON, Randy

- Memorandum from the Parry Sound Area Planning Board dated June 4, 2024

WHEREAS Patrick Christie, C.P.T., has prepared a report for the Parry Sound Area Planning Board regarding Consent Application B19/2024(W) – Jennings, Susan and Johnson, Randy and provided a copy to the Municipality of Whitestone;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone receives this memorandum as information;

AND THAT the Council of the Municipality of Whitestone recommends this Consent Application for approval in principle, subject to the following conditions:

1. **THAT** the applicants' solicitor confirms in writing that the transferred lands merge in title with the benefitting lands

2. **THAT** all applicable planning board fees be paid to the Parry Sound Area Planning Board.

Recorded vote as per Procedural By-law 80-2023 Section 3.19

	Yeas	Nays	Abstain
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

Carried

Resolution No. 2024-231

Moved by: Councillor Woods

Seconded by: Councillor Bray

5.2 **Draft Trailer By-law**

5.2.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

THAT the Council of the Municipality of Whitestone receives for information the DRAFT Trailer By-law and the Memorandum from CAO/Clerk Hendry dated June 18, 2024; and

THAT Council of the Municipality of Whitestone directs no further work is required on this By-law at this time.

Carried

Recess 11:23 a.m. to 11:35 a.m.

Resolution No. 2024-232

Moved by: Councillor Woods

Seconded by: Councillor Nash

5.3 **Traffic and Parking By-law**

5.3.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

THAT the Council of the Municipality of Whitestone receives for information the Traffic and Parking By-law and the Memorandum from CAO/Clerk Hendry dated June 18, 2024; and

THAT the Council of the Municipality of Whitestone adopts By-law 33-2024, substantially in the form as presented on June 18, 2024, being a By-law to regulate traffic and to govern and control the parking of Vehicles, Boats,

Camping Units, and Trailers in the Municipality of Whitestone and to repeal By-laws 25-2010 and 38-2016.

Recorded vote requested by Mayor Comrie

	Yeas	Nays	Abstain
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Mayor Comrie		X	

Carried

Resolution No. 2024-233

Moved by: Councillor Nash

Seconded by: Councillor Woods

5.4 **Draft Encroachment By-law**

5.4.1 Memorandum from CAO/Clerk Hendry dated June 18, 2024

THAT the Council of the Municipality of Whitestone receives for information the DRAFT Encroachment By-law and the Memorandum from CAO/Clerk Hendry dated June 18, 2024.

Carried

Move into Public Meeting

Resolution No. 2024-234

Moved by: Councillor Bray

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone moves into the Public Meeting at 1:48 p.m.

6. Public Meeting

6.1 Naming of Private Road "Margaret's Way"

6.1.1 Memorandum from Paula Macri, Planning Assistant dated June 10, 2024

Reconvene into Regular Meeting

Resolution No. 2024-235

Moved by: Councillor Woods

Seconded by: Councillor Lamb

THAT the Council of the Municipality of Whitestone reconvenes into the Regular Meeting at 1:56 p.m.

Matters arising from Public Meeting

Resolution No. 2024-236

Moved by: Councillor Woods

Seconded by: Councillor Nash

- 6.1 Naming of Private Road "Margaret's Way"
 - 6.1.1 Memorandum from Paula Macri, Planning Assistant dated June 10, 2024

THAT the Council of the Municipality of Whitestone receives for information the Memorandum from Paula Macri, Planning Assistant dated June 10, 2024.

Carried

7. Consent Agenda

Resolution No. 2024-237

Moved by: Councillor Woods

Seconded by: Councillor Bray

WHEREAS the Council of the Municipality of Whitestone has reviewed the Consent Agenda consisting of:

- 7.1 Council and Committee Meeting Minutes
 - 7.1.1 Special Council Meeting Minutes of May 14, 2024
 - 7.1.2 Regular Council Meeting Minutes of May 21, 2024
 - 7.1.3 Cemetery Board Meeting Minutes of May 2, 2024
- 7.2 Unfinished Business (listed on pages 6 to 9)

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone hereby approves the following Council Meeting Minutes:

- 7.1.1 Special Council Meeting Minutes of May 14, 2024
- 7.1.2 Regular Council Meeting Minutes of May 21, 2024

AND THAT the Council of the Municipality of Whitestone receives for information:

- 7.1.3 Cemetery Board Meeting Minutes of May 2, 2024
- 7.2 The Unfinished Business listed on pages 6 to 9 of the June 18, 2024 Council Meeting Agenda

Carried

8. Accounts Payable

Resolution No. 2024-238

Moved by: Councillor Woods

Seconded by: Councillor Lamb

THAT the Council of the Municipality of Whitestone receives for information the Accounts Payable listing in the amount of \$370,692.80 for the period ending June 10, 2024.

Carried

9. Staff Reports

Resolution No. 2024-239

Moved by: Councillor Lamb

Seconded by: Councillor Nash

9.1 Report PW-2024-07

Proposed privately owned utility line beneath municipal roadway at 117 Farley's Road

THAT the Council of the Municipality of Whitestone receives Report PW-2024-07 (Proposed privately owned utility line beneath municipal roadway at 117 Farley's Road) for information; and

THAT the Council of the Municipality of Whitestone requests that staff develop a formal agreement with TME Properties INC (TME) for the installation of a septic line approximately 2" in diameter under the municipal roadway at 117 Farley Road; and

THAT the Mayor and CAO/Clerk be authorized to sign the agreement; and

THAT the agreement to be registered on the property title.

Resolution No. 2024-240

Moved by: Councillor Nash

Seconded by: Councillor Woods

THAT the Council of the Municipality of Whitestone recommends that Requirement #3 of the Staff Report (insurance coverage) not be included in the agreement, without precedent or prejudice.

Carried

Resolution No. 2024-239 (as amended by Resolution No. 2024-240)

Moved by: Councillor Lamb

Seconded by: Councillor Nash

9.1 Report PW-2024-07

Proposed privately owned utility line beneath municipal roadway at 117 Farley's Road

THAT the Council of the Municipality of Whitestone receives Report PW-2024-07 (Proposed privately owned utility line beneath municipal roadway at 117 Farley's Road) for information; and

THAT the Council of the Municipality of Whitestone requests that staff develop a formal agreement with TME Properties INC (TME) for the installation of a septic line approximately 2" in diameter under the municipal roadway at 117 Farley Road; and

THAT the Mayor and CAO/Clerk be authorized to sign the agreement; and

THAT the agreement to be registered on the property title; and

THAT Requirement #3 of the Staff Report (insurance coverage) not be included in the agreement, without precedent or prejudice.

Carried

10. **By-laws**

Resolution No. 2024-241

Moved by: Councillor Lamb

Seconded by: Councillor Woods

10.1 **THAT** By-law No. 31-2024, being a By-law to name a Private Road within the Corporation of Municipality of Whitestone and to Amend By-law No. 34-2002 is hereby passed this 18th day of June, 2024.

Carried

Resolution No. 2024-242

Moved by: Councillor Woods

Seconded by: Councillor Bray

10.2 **THAT** By-law No. 32-2024, being a By-law to close and stop up that Part of the Original Shore Road Allowance along the shores of Wahwashkesh Lake, in front of Lot 28, Concession 5 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound designated as Part 1, Plan 42R-22475 and to sell Part 1, Plan 42R-22475, is hereby passed this 18th day of June, 2024.

Recorded vote as per Procedural By-law 80-2023 Section 3.19

	Yeas	Nays	Abstain
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

Carried

Resolution No. 2024-243

Moved by: Councillor Woods

Seconded by: Councillor Nash

- 10.3 **THAT** By-law No. 33-2024, being a By-law to regulate traffic and to govern and control the parking of Vehicles, Boats, Camping Units, and Trailers in the Municipality of Whitestone and to repeal By-law 25-2010 and 38-2016, is hereby passed substantially in the form as presented, this 18th day of June, 2024.

Recorded vote requested by Councillor Nash

	Yeas	Nays	Abstain
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie		X	

Carried

11. Business Matters

Resolution No. 2024-244

Moved by: Councillor Nash

Seconded by: Councillor Woods

- 11.1 Whitestone Environmental Stewardship Committee
Resignation of Councillor Bray

BE IT RESOLVED THAT the Council for the Municipality of Whitestone receives the resignation of Councillor Janice Bray from the Whitestone Environmental Stewardship Committee, and thanks her for her time on the committee.

Carried

Resolution No. 2024-245

Moved by: Councillor Nash

Seconded by: Councillor Bray

- 11.2 Whitestone Environmental Stewardship Committee
Council Member Appointment

BE IT RESOLVED THAT Councillor Brian Woods is hereby appointed as Council Representative to the Whitestone Environmental Stewardship Committee for the duration of the 2022-2026 term of Council.

Carried

Resolution No. 2024-246

Moved by: Councillor Lamb

Seconded by: Councillor Nash

- 11.3 Motion to Reconsider Resolution No. 2023-561, passed December 12, 2023 (requested by Councillor Lamb)
Per Notice of Reconsideration approved by Resolution No. 2024-216 at the Regular Council Meeting of May 21, 2024

WHEREAS the Council of the Municipality of Whitestone passed Resolution No. 2023-364 on July 18, 2023 as follows:

Resolution No. 2023-364

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

- 11.1 Memorandum
Farley's Road Boat Launch, General Public Use

THAT the Council of the Municipality of Whitestone receives for information Memorandum, Farley's Road Boat Launch, General Public Use; and

THAT the Council of the Municipality of Whitestone approves the use of the Farley's Road Boat Launch for shared use between the deeded access properties and day use only Public Parking; and

THAT Staff be requested to install signage to designate the two distinct parking areas as soon as practical; and

THAT the current By-law 25-2010, being a By-Law to regulate traffic and to govern and control the parking of vehicles in the Municipality of

Whitestone be updated to reflect the above referenced direction of Council.

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods		absent from the meeting	
Mayor, George Comrie	X		

AND WHEREAS the Council of the Municipality of Whitestone passed Resolution No. 2024-216 at the Regular Council meeting of May 21, 2024 to move to reconsider Resolution No. 2023-364 in respect of the reference to 'day use only' Public Parking;

NOW THEREFORE BE IT RESOLVED THAT Resolution No. 2023-364 from the July 18, 2023 Regular Council meeting be revised to read as follows:

THAT the Council of the Municipality of Whitestone receives for information Memorandum, Farley's Road Boat Launch, General Public Use; and

THAT the Council of the Municipality of Whitestone approves the use of the Farley's Road Boat Launch for shared use between the deeded access properties and Public Parking; and

THAT Staff be requested to install signage to designate the two distinct parking areas as soon as practical.

Carried

Mayor Comrie relinquished the Chair to Deputy Mayor Lamb

Resolution No. 2024-247

Moved by: Councillor Bray

Seconded by: Mayor Comrie

- 11.4 Resolution of support from May 21, 2024 Regular Council meeting
Goderich – Request of Legislative Amendments to Improve Municipal Code of Conduct

WHEREAS the Town of Goderich passed the following Resolution at their April 8, 2024 Town Council Meeting:

WHEREAS all Ontarians deserve and expect a safe and respectful workplace; and

WHEREAS municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse; and Whereas several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst municipal members of councils across Ontario; and

WHEREAS these incidents seriously and negatively affect the people involved and lower public perceptions of local governments; and

WHEREAS municipal Codes of Conduct are helpful tools to set expectations of council member behaviour; and

WHEREAS municipal governments have limited abilities in their toolkit to adequately enforce compliance with municipal Codes of Conduct; and

WHEREAS the most severe penalty that can be imposed on a municipal member of council is the suspension of pay for 90 days, even when egregious acts are committed and substantiated; and

WHEREAS AMO has called on the government to table and pass legislation that reflects the following recommendations:

- Updating municipal Codes of Conduct to account for workplace safety and harassment.
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario.
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province.
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner.
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office;

NOW THEREFORE BE IT HEREBY RESOLVED THAT:

1. The Town of Goderich supports the call of action the Association of Municipalities of Ontario (AMO) has submitted to the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them, in consultation with municipal governments; and
2. Be It Further Resolved That the legislation encompasses the Association of Municipalities of Ontario's letter of recommendations which includes options

for enforcing compliance by council members with municipal Codes of Conduct such as;

- Updating municipal Codes of Conduct to account for workplace safety and harassment.
 - Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario.
 - Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the Province.
 - Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
 - Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office; and
3. Be It Further Resolved That a copy of this Motion be sent to the Hon. Doug Ford, Premier of Ontario, the Hon. Graydon Smith, MPP Parry Sound - Muskoka, and the Hon. Paul Calandra, Minister of Municipal Affairs and Housing, and Ontario municipalities.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone declares their support of the Town of Goderich's resolution requesting the Province to introduce legislation to strengthen municipal Codes of Conduct and compliance with them, in consultation with municipal governments; and

THAT this Resolution of support be forwarded to Hon. Doug Ford, Premier of Ontario, the Hon. Graydon Smith, MPP Parry Sound - Muskoka, and the Hon. Paul Calandra, Minister of Municipal Affairs and Housing

Recorded vote requested by Councillor Nash

	Yeas	Nays	Abstain
Councillor Bray	X		
Councillor Lamb		X	
Councillor Nash		X	
Councillor Woods		X	
Mayor Comrie	X		

Defeated

Mayor Comrie resumed the Chair

Resolution No. 2024-248

Moved by: Councillor Bray

Seconded by: Councillor Woods

11.5 Resolution of support from May 21, 2024 Regular Council meeting

Township of the Archipelago – Public Health Ontario’s proposition to phase out free provincial water testing services

WHEREAS the Township of the Archipelago passed the following Resolution at their April 19, 2024 Town Council Meeting:

WHEREAS the Ontario Auditor General's annual report on public health from December 2023 indicates that Public Health Ontario is proposing the phasing-out of free provincial water testing services for private drinking water; and

WHEREAS free private drinking water testing services has played a pivotal role in safeguarding public health, particularly in rural communities, including the entire Township of the Archipelago, that rely predominantly on private drinking water; and

WHEREAS the removal of free private drinking water testing could lead to a reduction in testing, potentially increasing the risk of waterborne diseases in these vulnerable populations; and

WHEREAS the tragic events in Walkerton, Ontario underscored the critical importance of safe drinking water.

NOW THEREFORE BE IT RESOLVED that The Township of The Archipelago hereby requests that the Province reconsider and ultimately decide against the proposed phasing-out of free private drinking water testing services.

FURTHER BE IT RESOLVED that this resolution be sent to all Ontario municipalities, Minister of Environment Conservation and Parks, Minister of Health, North Bay Parry Sound District Health Unit, Graydon Smith, MPP Parry Sound-Muskoka.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone declares their support of the Township of the Archipelago’s resolution requesting that the Province reconsider and ultimately decide against the proposed phasing-out of free private drinking water testing services; and

THAT this Resolution of support be forwarded to Hon. Doug Ford, Premier of Ontario, the Hon. Graydon Smith, MPP Parry Sound - Muskoka, the Hon. Sylvia Jones, Minister of Health, and the North Bay Parry Sound District Health Unit.

Carried

Resolution No. 2024-249

Moved by: Councillor Lamb

Seconded by: Councillor Nash

11.6 Ardbeg Firehall, discussion regarding proposed HVAC upgrades

WHEREAS the Council of the Municipality of Whitestone approved a 2024 Capital Budget item: HVAC Improvements to Fire Station 2 (Ardbeg) per the 2023 Steinhoff report and supported by the Chief Building Official, in the amount of \$7,000; and

WHEREAS Council believes there may be a less expensive option to consider that will address air quality in Fire Station 2 (Ardbeg);

NOW THEREFORE BE IT RESOLVED THAT Fire Chief Bob Whitman and Public Works Manager David Creasor be requested to consider alternate and less expensive options and report back to Council in Q3 with recommendations.

Mayor Comrie relinquished the Chair to Deputy Mayor Lamb

Resolution No. 2024-250

Moved by: Mayor Comrie

Seconded by: Councillor Bray

THAT the Council of the Municipality of Whitestone does amend the last paragraph of Motion at Item 11.6 to read as follows:

“NOW THEREFORE BE IT RESOLVED THAT staff be requested to consider alternative and less expensive options to address the HVAC Issue identified at Fire Station 2.”

Recorded vote requested by Mayor Comrie

	Yeas	Nays	Abstain
Councillor Nash		X	
Councillor Woods		X	
Mayor Comrie	X		
Councillor Bray		X	
Deputy Mayor Lamb		X	

Defeated

Mayor Comrie resumed the Chair

Resolution No. 2024-249

Moved by: Councillor Lamb

Seconded by: Councillor Nash

11.6 Ardbeg Firehall, discussion regarding proposed HVAC upgrades

WHEREAS the Council of the Municipality of Whitestone approved a 2024 Capital Budget item: HVAC Improvements to Fire Station 2 (Ardbeg) per the 2023 Steinhoff report and supported by the Chief Building Official, in the amount of \$7,000; and

WHEREAS Council believes there may be a less expensive option to consider that will address air quality in Fire Station 2 (Ardbeg);

NOW THEREFORE BE IT RESOLVED THAT Fire Chief Bob Whitman and Public Works Manager David Creasor be requested to consider alternate and less expensive options and report back to Council in Q3 with recommendations.

Recorded vote requested by Councillor Nash

	Yeas	Nays	Abstain
Councillor Woods			X
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie		X	

Carried

11.7 Item 11.7 removed from Agenda as per Resolution No. 2024-225, Approval of Agenda - Revised

Resolution No. 2024-251

Moved by: Councillor Nash

Seconded by: Councillor Woods

11.8 Method of distribution of digital documents to members of Council

WHEREAS the Council of the Municipality of Whitestone has discussed staff-created documents, that members of Council may require / want in order to assist members in carrying out their elected positions; and

THAT in the past staff members have sometimes not provided digital documents in formats such as Word or Excel, which could have assisted members of Council on providing comments back to staff members on items such as draft By-Laws, draft budgets or other items for which staff members have requested Council members input; and

THAT to assist Municipality of Whitestone Council members carry out their elected duties in the twenty first century and digital age;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone hereby directs staff to provide digital document(s) in their native format (such as Word, Excel, PDF), which can allow members of Council to highlight, track changes and create comments for Council members' use and /or to assist when providing comments and / or feedback to staff members or other Council members.

Resolution No. 2024-252

Moved by: Councillor Lamb

Seconded by: Councillor Bray

Motion that this matter be deferred to the July 18, 2024 Regular Council Meeting.

Recorded vote requested by Councillor Nash

	Yeas	Nays	Abstain
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash		X	
Councillor Woods		X	
Mayor Comrie	X		

Deferred

Clerks Note: Item 11.8 is deferred to the July 16, 2024 Regular Council Meeting

Resolution No. 2024-253

Moved by: Councillor Nash

Seconded by: Councillor Woods

11.9 Request to stand down the WahWashKesh Task Force

WHEREAS the Council of the Municipality of Whitestone approved the Terms of Reference for the WahWashKesh Landings Task Force at the November 19, 2018 Regular Council Meeting by Resolution No. 2018-368; and

WHEREAS the Terms of Reference notes the estimated completion date to be December 31, 2019; and

WHEREAS the Terms of Reference notes the Term of Appointments - Until the Task Force has completed its work and has been stood down by Council; and

WHEREAS the Terms of Reference notes “Legislated or other mandate approved by Council – To Investigate potential improvements to parking and docking on WahWashKesh Lake”; and

WHEREAS the Municipality of Whitestone undertook major improvements to the Parking Area in the year 2019 under Capital Works; and

WHEREAS the Council of the Municipality of Whitestone agreed to assume ownership of the docks and associated structures at Bennett’s Bay Landing and Indian Narrows Landing, at the April 16,2024 Regular Council meeting by Resolution No. 2024-167; and

WHEREAS the Council of the Municipality of Whitestone, at the Regular Council meeting of April 4, 2023, defeated Resolution No. 2023-169, being a resolution to approve implementation of a system of enforced permit parking at the WahWashKesh Landings;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby stand down the WahWashKesh Landings Task Force effective June 19, 2024, and Council thanks all the Task Force Members for their work and contributions to the Task Force.

Carried

12. Correspondence

Resolution No. 2024-254

Moved by: Councillor Lamb

Seconded by: Councillor Bray

WHEREAS the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 10 of the May 21, 2024 Council Meeting agenda;

NOW THEREFORE BE IT RESOLVED THAT Council receive the correspondence items for information, with the following extracted for further discussion/action:

Item C – Callander – request that the Province resume the MPAC assessment cycle to ensure stability and predictability of property taxes

Item F – LEA Consulting – Notice of Study – Rehabilitation of the Highway 124 Whitestone Lake Bridge and Highway 520 Whitestone River Bridge

Carried

Matters arising from Correspondence: None

13. Councillor Items

Councillor Lamb:

- Reported that the Library Board had received a letter from Service Ontario indicating they were conducting a feasibility study of the Library being a satellite office for Service Ontario. CAO/Clerk Hendry will follow up with the Board Chair and the Library CEO
- Asked if anyone on Council had been subpoenaed to be present at a court hearing of the Magnatawan Pioneers' Association – no Council member indicated they had been served

Councillor Bray

- Reported that the Municipality had received notification the approved ICECAP Milestones 2 and 3
- Attended meeting and trade show on June 6, 2024 at the Stockey Centre with Mayor Comrie and CAO/Clerk Hendry
- Complimented Georgian Bay Biosphere on the information it provides to the community in regards to climate change initiatives

Councillor Woods

- Pointed out the Welcome to Whitestone 2024 Community Directory, produced by the Whitestone Conservation Association, indicates that recycling is mandatory in the Municipality and was asking if that is the case. Staff will research and send an email to Council with the answer.

Curfew

Resolution No. 2024-255

Moved by: Councillor Bray

Seconded by: Councillor Lamb

WHEREAS Section 6.5.2 Daytime meetings (commencing prior to 4:00 p.m.) of the Municipality of Whitestone Procedural By-law No. 80-2023, being a By-law to establish protocols governing the proceedings of Council, Committee and Boards of the Corporation of the Municipality of Whitestone, states:

No item of business may be dealt with at a Council meeting after seven (7.0) hours of the meeting unless authorized by a resolution supported by a majority of the Members present, to allow an additional agreed upon length of time.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone hereby continues the June 18, 2024 Regular Council Meeting past the allotted time of seven (7.0) hours and continues for an additional one hour(s).

Carried

14. Questions from the Public - None

15. Closed Session

Resolution No. 2024-256

Moved by: Councillor Lamb

Seconded by: Councillor Bray

Adjourn to Closed Session

THAT this meeting be adjourned into a Closed Session meeting at 6:08 p.m. for the following matters:

- 15.1 Closed Session Minutes of the Special Council meeting of May 14, 2024
- 15.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)
 - 15.2.1 Volunteer Application for the Library Board
 - 15.2.2 Volunteer Application for the Fire and Rescue Department
 - 15.2.3 Volunteer Application for the Fire and Rescue Department
 - 15.2.4 Volunteer Application for the Fire and Rescue Department
 - 15.2.5 Volunteer Application for the Fire and Rescue Department
 - 15.2.6 Staffing Matter
- 15.3 Labour relations or employee negotiations, pursuant to Ontario Municipal Act, Section 239. (2) (d)
 - 15.3.1 Human Resources Matter – Verbal update from CAO/Clerk Hendry
- 15.4 Educational or training sessions pursuant to Ontario Municipal Act, Section 239 (3.1):

A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

 - 1. The meeting is held for the purpose of educating or training the members.

2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee

15.4.1 Discussion to establish the framework for a training session / Council Workshop

15.5 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board, pursuant to Ontario Municipal Act, Section 239. (2) (k)

15.5.1 Training session proposal to be negotiated with a consultant / potential service provider

Carried

Councillors Nash and and Councillor Woods left the meeting during the discussion of 15.3.1 at 7:10 p.m.

Reconvene to Regular Meeting

Resolution No. 2024-257

Moved by: Councillor Bray

Seconded by: Councillor Lamb

THAT this meeting be reconvened to a Regular Meeting at 7:24 p.m.

Matters arising from Closed Session

Resolution No. 2024-258

Moved by: Councillor Bray

Seconded by: Councillor Lamb

15.1 Closed Session Minutes of the Special Council meeting of May 14, 2024

THAT the Council for the Municipality of Whitestone hereby approves the Closed Session Meeting Minutes for the Special Council meeting of May 14, 2024.

Carried

Resolution No. 2024-259

Moved by: Councillor Lamb

Seconded by: Councillor Bray

15.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)

15.2.1 Volunteer Application for the Library Board

THAT the Council of the Municipality of Whitestone hereby approves the appointment of Abby Taylor to the Library Board.

Carried

Resolution No. 2024-260

Moved by: Councillor Bray

Seconded by: Councillor Lamb

15.2.2 Volunteer Application to the Fire and Rescue Department

THAT the Council of the Municipality of Whitestone hereby approves of the appointment of Thomas Nichols as a probationary Firefighter/First Responder in training, in the Whitestone Fire Rescue Department; and

THAT subject to completion of mandatory training and one year of successful probation, Thomas Nichols may move up as a regular Firefighter/First Responder in the Whitestone Fire Rescue Department.

Carried

Resolution No. 2024-261

Moved by: Councillor Bray

Seconded by: Councillor Lamb

15.2.3 Volunteer Application to the Fire and Rescue Department

THAT the Council of the Municipality of Whitestone hereby approves of the appointment of Connor Heffernan as a probationary Firefighter/First Responder in training, in the Whitestone Fire Rescue Department; and

THAT subject to completion of mandatory training and one year of successful probation, Connor Heffernan may move up as a regular Firefighter/First Responder in the Whitestone Fire Rescue Department.

Carried

Resolution No. 2024-262

Moved by: Councillor Bray

Seconded by: Councillor Lamb

15.2.4 Volunteer Application to the Fire and Rescue Department

THAT the Council of the Municipality of Whitestone hereby approves of the appointment of Elizabeth Byrne as a probationary Firefighter/First Responder in training, in the Whitestone Fire Rescue Department; and

THAT subject to completion of mandatory training and one year of successful probation, Elizabeth Byrne may move up as a regular Firefighter/First Responder in the Whitestone Fire Rescue Department.

Carried

Resolution No. 2024-263

Moved by: Councillor Bray

Seconded by: Councillor Lamb

15.2.5 Volunteer Application to the Fire and Rescue Department

THAT the Council of the Municipality of Whitestone hereby approves of the appointment of Paulius Putrimas as a probationary Firefighter/First Responder in training, in the Whitestone Fire Rescue Department; and

THAT subject to completion of mandatory training and one year of successful probation, Paulius Putrimas may move up as a regular Firefighter/First Responder in the Whitestone Fire Rescue Department

Carried

15.3 Human Resources Matter – Verbal update from CAO/Clerk Hendry was addressed in closed session.

15.4 Not discussed or addressed by Council

15.5 Not discussed or addressed by Council

16. Confirming By-law

Resolution No. 2024-264

Moved by: Councillor Lamb

Seconded by: Councillor Bray

THAT By-law No. 34-2024 being the Confirmatory By-law for the Council meeting of the Municipality of Whitestone on June 18, 2024 is hereby enacted as passed this 18th day of June 2024.

Carried

17. Adjournment

Resolution No. 2024-265

Moved by: Councillor Lamb

Seconded by: Councillor Bray

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 7:29 p.m. until the Regular Council Meeting of Tuesday, July 16, 2024 at 10:00 a.m. or at the call of the chair.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/Clerk

ACCOUNTS PAYABLE

Municipality of Whitestone
List of Accounts for Approval
Batch: 2024-00080 to 2024-00089

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
37305	06/12/2024	VOID - Cheque Confirmation			
37306	06/12/2024	VOID - Cheque Confirmation			
37307	06/12/2024	VOID - Cheque Confirmation			
37308	06/12/2024	VOID - Cheque Confirmation			
37309	06/12/2024	VOID - Cheque Confirmation			
37310	06/12/2024	VOID - Cheque Confirmation			
37311	06/12/2024	VOID - Cheque Confirmation			
37312	06/12/2024	Alroy Brouwer			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant Ladds Road	1,042.25	1,042.25
37313	06/12/2024	Carlton Road Association			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	1,190.31	1,190.31
37314	06/12/2024	DECA - Dunchurch Estates Road			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	3,584.23	3,584.23
37315	06/12/2024	Captain Estates Road Assoc.			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant Captain Estates	1025.61	1,025.61
37316	06/12/2024	Municipal Insurance Services			
May2024-May20		11-300 - Prepaid	Insurance May 2024- May 2	143,761.11	
		11-210-2 - A/R HST Receivable	HST Tax Code	8,595.65	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9,941.76	NL 152,356.76
37317	06/12/2024	North Meadow Coves Property Owners Inc.			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	6,770.03	6,770.03
37318	06/12/2024	Yvette Organ - Nona Lane / Roselle Lane			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	1,977.20	1,977.20
37319	06/12/2024	Pratt Road Cottagers Assoc.			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	1,345.86	1,345.86
37320	06/12/2024	Rob Steeves - Shady Maple Trail			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	2,871.38	2,871.38
37321	06/12/2024	Tony Poxleitner			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant Sawcut Road	607.22	607.22
37322	06/12/2024	Tahinca Cottagers Assoc			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	5,620.48	5,620.48
37323	06/25/2024	Darch Fire Inc			
SO30006019		16-222 - Fire - Bunker/Safety/Ur	Leather Gloves	152.59	
		16-225 - Fire - Hose Replaceme	Lanyard	244.22	

Municipality of Whitestone
List of Accounts for Approval
Batch: 2024-00080 to 2024-00089

COMPUTER CHEQUE

Payment #	Date	Vendor Name	GL Account	GL Transaction Description	Detail Amount	Payment Amount
			11-210-2 - A/R HST Receivable	HST Tax Code	43.83	
			99-999-1 - HST (Statistical) Non	HST Tax Code	50.69	NL 440.64
S)30006018			16-222 - Fire - Bunker/Safety/Ur	Thermal Camera	1,276.07	
			11-210-2 - A/R HST Receivable	HST Tax Code	140.95	
			99-999-1 - HST (Statistical) Non	HST Tax Code	163.02	NL 1,417.02
				Payment Total:		1,857.66
37324	06/25/2024	Blitz Electric				
9736			16-806 - Library - Building Maint	Library outdoor Lights	397.00	
			16-703 - Dunchurch Hall - Bld M	Outdoor Repair Community	347.56	
			16-703 - Dunchurch Hall - Bld M	Hydro Panel	319.82	
			16-334 - Garage - Building Main	Connect Fuel Pump	615.35	
			11-210-2 - A/R HST Receivable	HST Tax Code	185.53	
			99-999-1 - HST (Statistical) Non	HST Tax Code	214.59	NL 1,865.26
9735			19-330-1 - Roads - Capital - Put	Public Works Garage Lightii	6,565.66	
			11-210-2 - A/R HST Receivable	HST Tax Code	725.20	
			99-999-1 - HST (Statistical) Non	HST Tax Code	838.77	NL 7,290.86
				Payment Total:		9,156.12
37325	06/25/2024	Paul & Laury Lamoureux				
Refund			16-843 - Planning & Developme	Security Deposit Refund	1,272.19	1,272.19
37326	06/25/2024	Whitestone Marina				
June 2024			16-790 - Recreation Cmttee-Pro	Canada Day	362.24	
			11-210-2 - A/R HST Receivable	HST Tax Code	40.01	
			99-999-1 - HST (Statistical) Non	HST Tax Code	46.28	NL 402.25
37327	06/25/2024	Englobe Corp.				
00178401			16-375 - Gravel-Summer Mainte	May Material Testing	356.16	
			11-210-2 - A/R HST Receivable	HST Tax Code	39.34	
			99-999-1 - HST (Statistical) Non	HST Tax Code	45.50	NL 395.50
37328	06/25/2024	The Little Garden Greenhouse				
32132			16-767 - Municipal Flowers	Planters	666.47	
			11-210-2 - A/R HST Receivable	HST Tax Code	73.61	
			99-999-1 - HST (Statistical) Non	HST Tax Code	85.14	NL 740.08
31735			16-767 - Municipal Flowers	Flowers	554.92	
			11-210-2 - A/R HST Receivable	HST Tax Code	61.29	
			99-999-1 - HST (Statistical) Non	HST Tax Code	70.89	NL 616.21
				Payment Total:		1,356.29
37329	06/25/2024	MHBC Planning LTD				
5033720			16-843 - Planning & Developme	Duprey Consent	225.91	
			11-210-2 - A/R HST Receivable	HST Tax Code	24.95	
			99-999-1 - HST (Statistical) Non	HST Tax Code	28.86	NL 250.86
37330	06/25/2024	Lindsay Elvy				
100			16-441 - Roads - Fire Standpipe	First Aid Training	150.00	
			16-304 - Roads-Office-Training/l	First Aid Training	600.00	
			16-104 - Admin - Training Exper	First Aid Training	300.00	
			16-284 - Bld Official -Training/Se	First Aid Training	150.00	
			16-707-1 - Facilities - Training	First Aid Training	150.00	1,350.00
37331	06/25/2024	Darcy St. Jean				
Boots 2024			16-302 - Roads-Office-Wages/B	Boot Allowance	190.28	
			11-210-2 - A/R HST Receivable	HST Tax Code	21.02	
			99-999-1 - HST (Statistical) Non	HST Tax Code	24.31	NL 211.30

Municipality of Whitestone
List of Accounts for Approval
Batch: 2024-00080 to 2024-00089

COMPUTER CHEQUE

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #	GL Account				
				Total Computer Cheque:	194,643.50

EFT

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #	GL Account				
2275	06/19/2024	Michael Skof, Prosecutor			
01312024	16-120 - Admin - Legal Expense		Court Appearances half day	521.52	
	11-210-2 - A/R HST Receivable		HST Tax Code	57.61	
	99-999-1 - HST (Statistical) Non		HST Tax Code	66.63	NL 579.13
2276	06/26/2024	Conseil scolaire public du			
Q2 Instalment	18-974 - French Public School E		Q2 Instalment 2024	928.33	928.33
2277	06/26/2024	Near North District School Brd			
Q2 Instalment	18-911 - English Public School E		Q2 2024 Instalment	249,128.33	249,128.33
2278	06/28/2024	Adams Bros Construction Ltd			
171719	16-459 - York Landfill - Bulk Wa		Empty & Return Bins	529.15	
	16-471 - Auld Landfill - Bulk Wa		Empty & Return Bins	534.24	
	11-210-2 - A/R HST Receivable		HST Tax Code	117.46	
	99-999-1 - HST (Statistical) Non		HST Tax Code	135.85	NL 1,180.85
172003	16-452 - York Landfill - Mainten		Service	101.76	
	16-473 - Auld Landfill - Mainten		Service	101.76	
	11-210-2 - A/R HST Receivable		HST Tax Code	22.48	
	99-999-1 - HST (Statistical) Non		HST Tax Code	26.00	NL 226.00
172280	16-762 - Maple Is. Park - Buildin		Rental	564.77	
	11-210-2 - A/R HST Receivable		HST Tax Code	62.38	
	99-999-1 - HST (Statistical) Non		HST Tax Code	72.15	NL 627.15
				Payment Total:	2,034.00
2279	06/28/2024	A.J. Stone Company Ltd.			
0000183847	16-238 - Station 1 - Supplies		Supplies	89.72	
	11-210-2 - A/R HST Receivable		HST Tax Code	9.91	
	99-999-1 - HST (Statistical) Non		HST Tax Code	11.46	NL 99.63
2280	06/28/2024	Cedar Signs			
2024/2476	16-391 - Signs/Safety- Goods &		Signs	301.88	
	11-210-2 - A/R HST Receivable		HST Tax Code	33.35	
	99-999-1 - HST (Statistical) Non		HST Tax Code	38.57	NL 335.23
2281	06/28/2024	Craig's Welding & Fabrication			
2228	19-348-1 - 2022 Hyundai Excav		Backhoe Repairs	3,558.57	
	11-210-2 - A/R HST Receivable		HST Tax Code	393.06	
	99-999-1 - HST (Statistical) Non		HST Tax Code	454.61	NL 3,951.63
2282	06/28/2024	Canadian Union of Public			
May 2024	12-338 - CUPE-Union Dues		May 2024 Remittance	967.01	967.01
2283	06/28/2024	Glen Martin Limited			
402278	16-153 - Office - Janitorial Suppl		Supplies	245.38	
	11-210-2 - A/R HST Receivable		HST Tax Code	27.11	
	99-999-1 - HST (Statistical) Non		HST Tax Code	31.35	NL 272.49
2284	06/28/2024	Michelle Hendry			
June 18 2024	16-110 - Admin - Office Supplies		Refreshments	39.98	
	16-092 - Council - Miscellaneous		Refreshments	87.18	127.16

Municipality of Whitestone
List of Accounts for Approval
Batch: 2024-00080 to 2024-00089

		EFT			
Payment #	Date	Vendor Name			
Invoice #	GL Account	GL Transaction Description	Detail Amount		Payment Amount
2285	06/28/2024	Ideal Supply Company Ltd.			
212930	16-775 - 2016 Facilities Truck - I	Motor Oil	292.60		
	11-210-2 - A/R HST Receivable	HST Tax Code	32.32		
	99-999-1 - HST (Statistical) Non	HST Tax Code	37.38	NL	324.92
212513	16-775 - 2016 Facilities Truck - I	Car Freshner	10.90		
	11-210-2 - A/R HST Receivable	HST Tax Code	1.20		
	99-999-1 - HST (Statistical) Non	HST Tax Code	1.39	NL	12.10
212482	16-775 - 2016 Facilities Truck - I	Supplies	121.77		
	11-210-2 - A/R HST Receivable	HST Tax Code	13.45		
	99-999-1 - HST (Statistical) Non	HST Tax Code	15.56	NL	135.22
		Payment Total:			472.24
2286	06/28/2024	Janet Jackson			
June 4 to 6	16-795 - Recreation-Change Ro	After School	173.55		173.55
June 11 to 13	16-798 - After School Program	After School	173.55		173.55
June 18 to 20	16-798 - After School Program	After School	173.55		173.55
		Payment Total:			520.65
2287	06/28/2024	Kidd's Home Hardware			
2929150	16-151 - Office - Building Mainte	Supplies	100.69		
	11-210-2 - A/R HST Receivable	HST Tax Code	11.12		
	99-999-1 - HST (Statistical) Non	HST Tax Code	12.86	NL	111.81
2288	06/28/2024	Local Authority Services Ltd.			
MGBP00000644	16-110 - Admin - Office Supplies	Supplies	60.15		
	11-210-2 - A/R HST Receivable	HST Tax Code	6.65		
	99-999-1 - HST (Statistical) Non	HST Tax Code	7.69	NL	66.80
MGBP00000637	16-407-1 - 2022 1 Ton- Mainten	Tires	1,368.19		
	11-210-2 - A/R HST Receivable	HST Tax Code	151.12		
	99-999-1 - HST (Statistical) Non	HST Tax Code	174.79	NL	1,519.31
MGBP0000064C	16-402 - 2015 Freightliner Tand	Tires	4,112.05		
	11-210-2 - A/R HST Receivable	HST Tax Code	454.19		
	99-999-1 - HST (Statistical) Non	HST Tax Code	525.32	NL	4,566.24
		Payment Total:			6,152.35
2289	06/28/2024	Mac Lang (Sundridge) Limited			
CCCS205406	16-407-1 - 2022 1 Ton- Mainten	Repairs	304.16		
	11-210-2 - A/R HST Receivable	HST Tax Code	33.60		
	99-999-1 - HST (Statistical) Non	HST Tax Code	38.86	NL	337.76
CCCS205375	16-394-1 - 2018 Dodge Ram M	Repairs & Maintenance	3,338.47		
	11-210-2 - A/R HST Receivable	HST Tax Code	368.74		
	99-999-1 - HST (Statistical) Non	HST Tax Code	426.49	NL	3,707.21
CCCS204826	16-407-1 - 2022 1 Ton- Mainten	Repairs	528.07		
	11-210-2 - A/R HST Receivable	HST Tax Code	58.33		
	99-999-1 - HST (Statistical) Non	HST Tax Code	67.46	NL	586.40
		Payment Total:			4,631.37
2290	06/28/2024	Magnetawan Building Centre Ltd			
103-127286	16-806 - Library - Building Maint	Wire	18.81		
	11-210-2 - A/R HST Receivable	HST Tax Code	2.08		
	99-999-1 - HST (Statistical) Non	HST Tax Code	2.40	NL	20.89
103-127287	16-806 - Library - Building Maint	Credit - Wire	-18.81		
	11-210-2 - A/R HST Receivable	HST Tax Code	-2.08		
	99-999-1 - HST (Statistical) Non	HST Tax Code	-2.40	NL	-20.89
101-140931	16-110 - Admin - Office Supplies	Water	23.37		
	11-210-2 - A/R HST Receivable	HST Tax Code	2.59		

Municipality of Whitestone
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Batch: 2024-00080 to 2024-00089

EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		99-999-1 - HST (Statistical) Non	HST Tax Code	2.99 NL	25.96
103-128882		16-718 - Maple Is. Hall - Building	Supplies	146.48	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.18	
		99-999-1 - HST (Statistical) Non	HST Tax Code	18.71 NL	162.66
				Payment Total:	188.62
2291	06/28/2024	McDougall Energy			
7229340		16-423 - 2010 Grader - Fuel	Dyed Diesel	521.97	
		16-439-2 - Hyundai Excavator F	Dyed Diesel	521.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	115.24	
		99-999-1 - HST (Statistical) Non	HST Tax Code	133.29 NL	1,158.60
7229341		16-403 - 2015 Freightliner Tand	Clear Diesel	672.99	
		16-404-2 - 2020 Freightliner - Sr	Clear Diesel	672.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	148.67	
		99-999-1 - HST (Statistical) Non	HST Tax Code	171.95 NL	1,494.64
7231468		16-404-1 - 2017 Freightliner Sin	Clear Diesel	706.93	
		16-404-2 - 2020 Freightliner - Sr	Clear Diesel	706.93	
		16-403 - 2015 Freightliner Tand	Clear Diesel	706.92	
		16-403 - 2015 Freightliner Tand	Clear Diesel	706.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	312.33	
		99-999-1 - HST (Statistical) Non	HST Tax Code	361.24 NL	3,140.04
7229345		16-394-2 - 2018 Dodge Ram 20	Regular Gas	130.79	
		16-408-1 - 2022 1 tTone Fule	Regular Gas	279.84	
		16-776 - 2016 Facilities Truck - I	Regular Gas	178.09	
		11-210-2 - A/R HST Receivable	HST Tax Code	65.03	
		99-999-1 - HST (Statistical) Non	HST Tax Code	75.21 NL	653.75
				Payment Total:	6,447.03
2292	06/28/2024	Municipal Property Assessment Corp			
Q3 2024		16-119 - Admin - MPAC Fees	Q3 2024 Levy	19,754.73	19,754.73
2293	06/28/2024	North Bay Parry Sound District			
July 2024		16-549 - Health Unit Operating (July 2024 Levy	2,657.58	2,657.58
2294	06/28/2024	Magnetawan Truck and Trailer			
2517		16-409 - 2007 International-Mair	Repairs	428.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	47.31	
		99-999-1 - HST (Statistical) Non	HST Tax Code	54.72 NL	475.62
2501		16-404-3 - 2020 Freightliner Sn	Safety & Repairs	857.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	94.69	
		99-999-1 - HST (Statistical) Non	HST Tax Code	109.52 NL	952.00
				Payment Total:	1,427.62
2295	06/28/2024	Near North Laboratories Inc.			
102159		16-779 - Water Testing	Water Testing	65.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.28	
		99-999-1 - HST (Statistical) Non	HST Tax Code	8.42 NL	73.22
2296	06/28/2024	Ontario Federation of Anglers & Hunters			
IN002786		16-790 - Recreation Cmttee-Pro	Genesis Bow	492.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	54.41	
		99-999-1 - HST (Statistical) Non	HST Tax Code	62.93 NL	547.02
2297	06/28/2024	OMERS			
May 2024		12-339 - OMERS	May 2024 Remittance	16,191.64	16,191.64
2298	06/28/2024	Pahapill and Associates			

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EFT						
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount		Payment Amount
Invoice #		GL Account				
MUN678		16-120-1 - Admin - Audit Fees	Audit Third Progress Payme	2,544.00		
		11-210-2 - A/R HST Receivable	HST Tax Code	281.00		
		99-999-1 - HST (Statistical) Non	HST Tax Code	325.00	NL	2,825.00
2299	06/28/2024	Parry Sound Home Hardware				
182051		16-320 - Garage - Mtc/Supplies/	Supplies	40.99		
		11-210-2 - A/R HST Receivable	HST Tax Code	4.53		
		99-999-1 - HST (Statistical) Non	HST Tax Code	5.24	NL	45.52
182396		16-320 - Garage - Mtc/Supplies/	Credit	-40.99		
		11-210-2 - A/R HST Receivable	HST Tax Code	-4.53		
		99-999-1 - HST (Statistical) Non	HST Tax Code	-5.24	NL	-45.52
182924		16-252 - Station 2 - Minor Purch	Supplies	44.23		
		11-210-2 - A/R HST Receivable	HST Tax Code	4.88		
		99-999-1 - HST (Statistical) Non	HST Tax Code	5.65	NL	49.11
			Payment Total:			49.11
2300	06/28/2024	Patricia Xerri				
2		16-092 - Council - Miscellaneous	Refreshments	128.00		128.00
June 1		16-092 - Council - Miscellaneous	Refreshments	128.00		128.00
			Payment Total:			256.00
2301	06/28/2024	Pollard Distribution Inc				
9633		16-370 - Dust Control - Goods &	Dustmaster	11,106.09		
		11-210-2 - A/R HST Receivable	HST Tax Code	1,226.71		
		99-999-1 - HST (Statistical) Non	HST Tax Code	1,418.82	NL	12,332.80
2302	06/28/2024	Parry Sound Auto Parts Co Ltd				
2-1208139		16-769 - Facilities / Parks Mainte	Function Helmet	55.96		
		11-210-2 - A/R HST Receivable	HST Tax Code	6.18		
		99-999-1 - HST (Statistical) Non	HST Tax Code	7.15	NL	62.14
2303	06/28/2024	Quadbridge Inc.				
INQ26146		19-100 - Admin - Capital - Comp	Notebook & Workstation	4,090.40		
		11-210-2 - A/R HST Receivable	HST Tax Code	451.80		
		99-999-1 - HST (Statistical) Non	HST Tax Code	522.55	NL	4,542.20
2304	06/28/2024	Ricoh Canada Inc.				
SCO94480403		16-113 - Admin - Office Equipme	Copy Usage	513.24		
		11-210-2 - A/R HST Receivable	HST Tax Code	56.69		
		99-999-1 - HST (Statistical) Non	HST Tax Code	65.57	NL	569.93
2305	06/28/2024	Sands Canada Inc.				
00722227		16-271 - Defibrillator Expense	Defib Pads	160.84		
		11-210-2 - A/R HST Receivable	HST Tax Code	17.77		
		99-999-1 - HST (Statistical) Non	HST Tax Code	20.55	NL	178.61
2306	06/28/2024	Sling-Choker Safety &				
106159		16-316 - Garage - Miscellaneous	Supplies	209.25		
		11-210-2 - A/R HST Receivable	HST Tax Code	23.11		
		99-999-1 - HST (Statistical) Non	HST Tax Code	26.73	NL	232.36
2307	06/28/2024	Michael Skof, Prosecutor				
May 2024		16-120 - Admin - Legal Expense	Professional Services	244.22		
		11-210-2 - A/R HST Receivable	HST Tax Code	26.98		
		99-999-1 - HST (Statistical) Non	HST Tax Code	31.20	NL	271.20
2308	06/28/2024	Metroland Media Group Ltd.				
7706842		16-108 - Admin - Advertising	Advertise Slurry Seal	80.39		

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EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		11-210-2 - A/R HST Receivable	HST Tax Code	8.88	
		99-999-1 - HST (Statistical) Non	HST Tax Code	10.27 NL	89.27
2309	06/28/2024	Telizon Inc.			
0631912024061		16-108 - Admin - Advertising	Long Distance	7.57	
		16-237 - Station 1 - Telephone	Long Distance	0.96	
		16-237 - Station 1 - Telephone	Long Distance	0.28	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.97	
		99-999-1 - HST (Statistical) Non	HST Tax Code	1.13 NL	9.78
2310	06/28/2024	Tim Tilson			
2024 Boots		16-302 - Roads-Office-Wages/B	Boot Allowance	190.19	
		11-210-2 - A/R HST Receivable	HST Tax Code	21.01	
		99-999-1 - HST (Statistical) Non	HST Tax Code	24.30 NL	211.20
2311	06/28/2024	Vianet			
June 2024		16-321 - Garage - High Speed In	High Speed Internet	106.80	
		16-720 - Maple Is. Hall - Teleph	High Speed Internet	106.80	
		16-457-1 - York Landfill - Interne	High Speed Internet	160.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.35	
		99-999-1 - HST (Statistical) Non	HST Tax Code	47.82 NL	415.67
2312	06/28/2024	The Water Healer Corp.			
1930		16-778 - Water Maintenance	Service Call Nursing Stn.	203.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.51	
		99-999-1 - HST (Statistical) Non	HST Tax Code	26.03 NL	226.23
2313	06/28/2024	Your Way Automotive			
5535		16-290 - 2019 SUV Bld Official-1	Install & Rebalance Wheels	122.48	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.53	
		99-999-1 - HST (Statistical) Non	HST Tax Code	15.65 NL	136.01
				Total EFT:	340,006.33

OTHER

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
1	06/10/2024	Minister Of Finance			
May 2024		12-332 - Employer Health Tax	May1 to 31 EHT	1,744.27	1,744.27
2	06/10/2024	Receiver General			
PIER 2023		16-201 - Fire - Firefighters Wage	PIER Review 2023	1,998.62	1,998.62
3	06/10/2024	Receiver General			
May 2024		12-331 - Payroll Deductions	May 2024 Remittance	26,484.22	26,484.22
4	06/10/2024	Receiver General			
June Fire/Counc		12-331 - Payroll Deductions	Council and Fire Remittance	2,141.60	2,141.60
5	06/20/2024	Whitestone Public Library and			
Q3 2024		16-803 - Library - Expenses	Q3 2024 Payment	32,150.00	32,150.00
6	06/20/2024	Whitestone Public Library and			
Q4 2024		16-803 - Library - Expenses	Q4 2024 Payment	32,150.00	32,150.00
7	06/20/2024	Minister Of Finance			
June Fire/Counc		12-332 - Employer Health Tax	June 2024 Fire/Council EHT	340.69	340.69

Municipality of Whitestone
List of Accounts for Approval
Batch: 2024-00080 to 2024-00089

OTHER

Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
8	06/25/2024	Municipality Of McDougall			
25288		16-459 - York Landfill - Bulk Wa:	Landfill	1,093.26	
		16-471 - Auld Landfill - Bulk Wa:	Landfill	398.67	1,491.93
				Total Other:	<u>98,501.33</u>
				Total AP:	<u>633,151.16</u>

Report prepared for Council July 8, 2024



Maneesh Kulal , Treasurer

STAFF REPORTS



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Public Works

Agenda Date: July 16, 2024

Report No: PW-2024-08

Subject:

Tender Award for the Slurry Seal Treatment

Recommendation:

THAT the Council of the Municipality of Whitestone receives Report PW-2024-08 (Tender Award for the Slurry Seal Treatment); and

THAT the Council of the Municipality of Whitestone does hereby award the Slurry Seal Contract to Duncor Enterprises Inc. in the amount of \$87,739.60 plus HST, for work along the Bunny Trail south end, and Farleys Road north side of bridge.

Background:

The Municipality of Whitestone issued Request for Tender 2024-05 for Slurry Seal on the Bunny Trail south end spanning 1.8km to the border of the Municipality of McDougall. A culvert was replaced along this portion of the Bunny Trail on July 4, 2024, requiring a pavement patch before the slurry seal applied.

The second location is 0.5km on the north side of the bridge on Farleys Road.

The tender was released on June 5, 2024, and closed on July 4, 2024, at 12:00 p.m. It was advertised on the Municipal website, in the Parry Sound North Star, and sent to three known contractors.

Analysis:

Two submissions were received for RFT 2024-05, there were no late submissions.

The RFT included the proposed capital projects for Slurry Seal for the following locations:

Bunny Trail: South End	1.8 kms in length
Farleys Road: North Side of Bridge	0.55 kms in length

Tender Results:

Contractor	Tendered Price
Duncor Enterprises Inc.	\$87,739.60 plus HST
Miller Paving Limited	\$97,250.00 plus HST

Tenders were checked for mathematical errors and conformity to the Tender requirements. No errors or omissions were noted during this analysis. The proposal from Duncor Enterprises Inc. is compliant and recommended for award.

Financial Considerations:

The approved 2024 Slurry Seal Capital Budget is \$100,000.00.

The total cost to Whitestone, including the adjusted HST cost which incorporates the Municipal portion of the HST rebate, is \$89,283.87.


Out of the \$100,000 capital budget, there is \$10,716.13 allocated for repairing sections of pavement within specified locations, which were removed to replace a culvert on the Bunny Trail and to patch an area on the Farleys Road section north of the bridge that was damaged during the heavy rains this past season.

Link to Strategic Plan:

5. Maintenance of our Infrastructure:

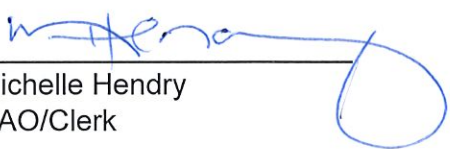
To maintain and preserve the Municipality's infrastructure to established standards within our financial capability

Respectfully submitted by:



David Creasor
Manager of Public Works

Reviewed by:



Michelle Hendry
CAO/Clerk



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: July 16, 2024

Report No: ADMIN-2024-07

Subject:

Council Remuneration and Home Office Use

Recommendation:

THAT the Council the Municipality of Whitestone receives for information report ADMIN-2024-07 (Council Remuneration and Home Office Use); and

THAT the Council of the Municipality of Whitestone does hereby endorse an updated Council remuneration By-law; and

THAT Staff schedule a public meeting as required under Section 283 (7) of the Municipal Act, 2001, S.O., 2001, c.25, as amended for the purposes of presenting an updated Council Remuneration By-law.

Background:

At the Regular Council meeting of November 19, 2018, By-law 46-2018 was enacted which stated:

1. *That the annual remuneration paid to Members of Council effective January 1st, 2019, (excluding any Cost of Living increases) shall be as follows:*

<i>Mayor:</i>	<i>\$25,760.00</i>
<i>Councillor:</i>	<i>\$17,207.00</i>

2. *That this By-law shall come into force and take effect upon the date of its passing and shall be reviewed by Council within four (4) years of that date.*
3. *That all previous By-laws pertaining to Remuneration of Council be and are hereby repealed.*

Members of Council have received economic increases as of January 1 of each subsequent year, based on the October to October Consumer Price Index.

Analysis:

Council Remuneration

As of January 1, 2024, Council Remuneration is as follows:

Mayor	\$ 31,206.58
Councillor	\$ 20,845.19

The By-law referenced above (No. 46-2018) has not been reviewed since 2018.

During the COVID-19 Pandemic, Members of Council were required to join Council and Committee meetings remotely through video conferencing or by telephone. Per the recently enacted procedural By-law, Council now has the option of video conferencing, phoning in or attending meetings in person. Occasionally meetings are scheduled as video conferencing or phone in only.

Home Office Use

Having the use of a home office space including a private space for confidential / closed meeting discussions has evolved as a requirement for Members of Council in order to perform the duties expected of them.

In order for Members of Council to claim for home office expenses, the Canadian Revenue Agency requires a written, contractual agreement with the Municipality of Whitestone. The proposed By-law (ATTACHMENT A) speaks to this requirement as well as confirms current protocols in respect of mileage, training and seminar expenses.

Next Steps:

Section 283 (7) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, states that on or after December 1st, 2003 a council shall review a By-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election.

A public meeting will be scheduled as required under Section 283 (7) of the Municipal Act to review the proposed By-law.


Financial Considerations:

There are no financial pressures relating the proposed By-law. Council remuneration as well as estimated costs for training, conferences and workshops is embedded in the annual operating budget.

Link to Strategic Plan:

Under the leadership of Council, and working together in a spirit of collaboration, our community is engaged in making Whitestone one of the best places in Ontario to live, work, and play

Submitted by:



 Michelle Hendry
 CAO/Clerk

ATTACHMENT A – DRAFT Council Remuneration By-law

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE
BY-LAW No. xx-2024**

Being a By-law to establish remuneration and expenses for the Members of Council of the Corporation of the Municipality of Whitestone and to Repeal By-law No. 46-2018

WHEREAS, Section 283(1) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, provides that a municipality may pay any part of the remuneration and expenses of the members council;

AND WHEREAS Section 283 (2) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, provides that despite any Act, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if,

- (a) the expenses are actually incurred; or
- (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred.

AND WHEREAS, Section 283 (7) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, on or after December 1st, 2003 a council shall review a By-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election;

AND WHEREAS, Section 284 (1) of the *Municipal Act*, 2001, S.O., 2001, c. 25, as amended, provides that the treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement on remuneration and expenses paid in the previous year to,

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body; and under subsection (2), the statement shall identify the by-law under which the remuneration or expenses were authorized to be paid.

NOW THEREFORE, the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

Annual Remuneration

1. **THAT** the Mayor of the Municipality of Whitestone shall be paid an annual rate of remuneration of \$31,206.58 which was effective January 1, 2024.
2. **THAT** the Councillors of the Municipality of Whitestone shall be paid an annual rate of remuneration of \$20,845.19 which was effective January 1, 2024.
3. **THAT** the annual remuneration shall be paid in twelve monthly installments, payable on the first day of each month, in advance, for the month the installment is intended to cover. Where a member of Council is not re-elected or did not run for election, the remuneration for November of the election year shall be pro-rated based the commencement date of the new Council.
4. **THAT** where a member of Council resigns from Council or is otherwise no longer a member of Council, the remuneration shall be prorated based on the last day the member acted in the capacity of a Member of Council
5. **THAT** the annual economic increases for the Mayor and Members of Council be the same as any annual Cost of Living Adjustment, October to October, as determined by Statistics Canada and as provided to municipal employees who are not members of the bargaining unit.
6. **THAT** for the purposes of meeting Revenue Canada requirements, it is acknowledged that the Member of Council is required to provide their own office, vehicle and supplies to carry out their assigned duties.

Expenses

7. **THAT** Members of Council will be required to travel throughout the Municipality of Whitestone from time to time in order to discharge their responsibilities.

No mileage will be paid to Members of Council for attendance at Council meetings, Committee meetings or for other meetings or events/activities held within the Municipality of Whitestone boundaries.

8. **THAT** the expenses for any training, conferences or other meetings that have been authorized by Council or by the Ontario Municipal Act, including registration fees, related mileage, meals and living expenses, shall be reimbursed by the Municipality, in accordance with the current policies as approved for Municipal Staff.
9. **THAT** the Mileage & Expense Form is to be completed, itemizing all mileage, expenses and receipts and the amounts claimed are to be submitted to the Treasurer. Debit card only receipts will not be accepted. The Mileage & Expense Form(s) are to be submitted to the Treasurer or the Chief

Administrative Officer.

10. **THAT** mileage where applicable is measured from a member's residence in Whitestone or from their home address outside of Whitestone, whichever is less. Mileage and meal expenses will be reimbursed at the current published Canada Revenue Agency rates, adjusted annually.
11. **THAT** By-law No. 46-2018 is hereby repealed; and
12. **THAT** this By-law shall come into effect upon the date, and at the time of its passing.

Mayor _____ George Comrie

CAO/Clerk _____ Michelle Hendry

Draft



Municipality of Whitestone Report to Council

Prepared for: Council

Department: Finance

Agenda Date: July 16, 2024

Report No: FIN-2024-09

Subject:

Update to Tax Collection Policy

Recommendation:

THAT the Council of the Municipality of Whitestone receives report FIN-2024-09 (Update to Tax Collection Policy) for information purposes; and

THAT the Council of the Whitestone does hereby approve the amended Tax Collection Policy.

Background:

At a Regular Council meeting on May 21, 2019, Council approved minor adjustments to the Property Tax Collection Policy and passed By-law 38-2019. These included:

- Moving the final billing installment date from September to August.
- Adding postdated cheques as an accepted payment method.
- Adding a reference to By-law 05-2019 (Being a By-Law to impose late payment charges for the non-payment of taxes or any installment by the due date) to impose late payment charges for the non-payment of taxes or any installment by the due date.

At a Regular Council meeting on January 18, 2021, Council approved an update to the Property Tax Collection Policy (Resolution No. 2021-017) to reflect changes to accepted methods of payment, pre-authorized payment plans, and the corresponding due dates as follows:

a) Taxes due may be paid in four installments without interest or penalties as follows:

- 50% of the interim bill on the last day of March.
- 50% of the interim bill on the last day of May.
- 50% of the final bill on the last day of August.
- 50% of the final bill on the last day of October.

b) Pre-authorized payment plans are offered for the above four (4) payment options or monthly, with the final day of every month as the due date.

Analysis:


The Property Tax Collection Policy was recently reviewed. Section 7 of the policy needs to be updated to include Interac e-Transfer payments as an accepted method of payment, emailed to treasurer@whitestone.ca.

Additionally, Section 8 of the policy needs to be updated. Arrears Report will be generated And provided once per year to the Council. Previously, the policy indicated three (3) times per year however the practice has been a once per year report to Council.

Link to Strategic Plan:

- 2. Fiscal Responsibility and Accountability

Respectfully submitted by:



Maneesh Kulal
Treasurer / Tax Collector

Reviewed by:



Michelle Hendry
CAO/Clerk

ATTACHMENT A: Updated Property Tax Collection Policy A06 – F20 – 01



THE CORPORATION OF THE MUNICIPALITY
OF WHITESTONE

CORPORATE POLICY MANUAL

POLICY MANUAL SECTION: Finance and Accounting	POLICY NUMBER: A06 – F20 - 01
POLICY NAME: Property Tax Collection Policy	
DATE APPROVED: June 3, 2019	AUTHORITY: By-law No.: 38-2019 – Repealed By-law No.: xx-2024
REVISION DATES: July 18, 2021 (Resolution 2021-017)	DEPARTMENT RESPONSIBLE: Finance

PURPOSE:

The purpose of this policy is to establish the responsibilities, internal controls, authorizations and procedures for the accurate and timely preparation and collection of property taxes.

SCOPE:

This policy addresses invoicing, collection and reconciliation of all monies owed to this Municipality in respect of taxation.

PROPERTY TAX COLLECTION POLICY

1. GENERAL

Section 286 of the Municipal Act, 2001, states that;

“A municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including:

- a) Collecting money payable to the municipality and issuing receipts for those payments;*
- b) Depositing all money received on behalf of the municipality in a financial institution designated by the municipality;*
- c) Paying all debts of the municipality and other expenditures authorized by the municipality;*
- d) Maintaining accurate records and accounts of the financial affairs of the municipality;*
- e) Providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;*
- f) Ensuring investments of the municipality are made in compliance with the regulations made under Section 418, if applicable; and*
- g) Complying with any requirements applicable to the treasurer under section 418.1.”*

This policy provides direction to staff regarding the timely and efficient billing and collection of property tax levies.

2. PROCESS

The Municipality of Whitestone will follow a prescribed policy for the billing and collection of property tax levies. This policy will conform to current legislation and the *Municipal Act*, 2001. Where this policy contradicts legislation of the Province of Ontario or the Government of Canada, the legislation shall be followed.

This policy will provide an open, transparent and consistent framework for the billing and collection process. Municipal staff and Council shall reference this document when communicating with public regarding property taxes.

As tax billing and collection is the primary source of revenue for the Municipality of Whitestone, this policy will help to:

- a) Streamline activities and eliminate questions as to the appropriate steps required for collection;
- b) Set out consistent guidelines to be followed with regard to collection of property tax payments to the Municipality;
- c) Establish a written policy outlining the procedures to be followed by staff.

Ensure all activities conform to the current legislation. Real property tax is levied on the assessment for real property within the Municipality of Whitestone in accordance with Section 307(1) of the Municipal Act, 2001.

3. ISSUANCE OF PROPERTY TAX BILLS

The following guidelines apply to the issuance of property tax bills:

- a) Taxes are deemed to be levied and become due on January 1 of the taxation year to which they apply, except where otherwise required by law.
- b) Interim Tax Bills will be issued in February as specified in the annual by-law passed to establish the interim levy.
- c) The amount billed will be no more than fifty percent (50%) of the previous year's total taxes and may include up to fifty percent (50%) of any Local Improvement charge or other special charge as required under provincial legislation.
- d) Amounts deemed to be taxes, or items with priority lien status will be included on the interim bill at one hundred percent (100%). These items may include, but are not limited to, outstanding invoices for other services, i.e., planning fees, landfill fees, etc.
- e) Final Tax Bills will be issued in July as specified in the annual by-law passed to establish the final tax rates.
- f) Taxes due may be paid in four installments without interest or penalties as follows:
 - 50% of interim bill on the last day of March.
 - 50% of interim bill on the last day of May.
 - 50% of final bill on the last day of August.
 - 50% of final bill on the last day of October.
- g) Pre Authorized Payments plans are offered for the above four (4) payment options or monthly, whereas the final day of every month is the due date.
- h) Where an installment date identified above falls on a statutory holiday, the installment date shall be the following business day.
- i) The amount billed will be calculated based on the assessment value on the returned assessment roll and the final levy as approved by Council through the annual budget and the associated by-law passed in accordance with Section 312(2) of the Municipal Act, 2001.
- j) Tax bills will contain all required information as set out in Section 343(2) of the Municipal Act, 2001 and any other information deemed necessary by the Treasurer.

4. MAILING

Where allowed by legislation, and where available, provision of tax bills, arrears notices, and other related correspondence may be provided electronically.

The Municipal Act, 2001 Section 343(1) requires tax billings to be post marked and mailed no less than twenty-one (21) calendar days prior to the due date.

5. SUPPLEMENTRY TAX BILLINGS

Omissions – Section 33 of the Assessment Act allows for the taxation of real property that has been omitted from the roll. This provision allows for taxation in the current year, plus an additional two preceding years. These will be taxed at the appropriate rate for the effective years.

Additions – Section 34 of the *Assessment Act* allows for the taxation of assessment that has increased in value or has been added to the return of the last revised roll. These taxes apply only to the current taxation year.

Supplementary tax bills will be generated as soon as possible after each Supplementary Roll is received from MPAC, however will not be before August. The bills will be processed and mailed in the same manner as the interim and final tax bills. The due date shall be set no earlier than twenty-one (21) calendar days after the date.

6. APPLICATION OF PAYMENTS

Section 347(1) of the *Municipal Act*, 2001 outlines how payments are applied to outstanding balances:

- a) The payment shall first be applied against late payment charges owing in respect of those taxes according to the length of time the charges have been owing with the charges imposed earlier being discharged before charges imposed later (i.e., longest outstanding interest or late payment charges first).
- b) After all outstanding late payment charges, the payment shall be applied against taxes owing according to the length of time they have been owing, with taxes imposed earlier being discharged before taxes imposed later.
- c) Part payment will not be accepted on a tax account where a tax arrears certificate has been registered against the property unless an extension agreement has been granted by Council.

Section 341 of the *Municipal Act*, 2001 provides that a municipality may apply refunds from appeals to the current tax liability. The Municipality will apply any refund resulting from an appeal, request for reconsideration, or other legislative reduction first to the taxpayers account. A taxpayer may request a refund of a credit balance in writing after the final tax bills have been issued.

7. ACCEPTED PAYMENT METHODS

Payments are payable to the Corporation of the Municipality of Whitestone, 21 Church Street, Dunchurch, ON, P0A 1G0.

The following payment methods are accepted for property taxes:

- a) Cash payments may be received in person (Monday to Friday between 8:30 am and 4:30 pm) at the reception desk of the Municipal Office;
- b) Telephone or internet banking;

- c) Debit or credit cards through PlastiQ on the Municipal Website (www.whitestone.ca);
- d) Interac e-Transfer emailed to treasurer@whitestone.ca
- e) Cheques may be delivered in person (Monday to Friday between 8:30 am and 4:30 pm), dropped in the after-hours mailbox at the front of the Municipal Building, or mailed. The date of the payment must be no later than the installment date in order to avoid interest and penalties. Postdated cheques will be accepted and held until the negotiable date;
- f) Payments may be made at most Canadian Financial Institutions; and
- g) Payments made by mortgage company or financial institution on behalf of a taxpayer.
- h) Electronic payments in the form of Pre Authorized payment plans are offered under the installment plan, four payments due in the taxation year or the monthly plan, twelve payments due in the taxation year.

Payment tendered in US funds will be accepted based on the exchange rate established by the Municipality's bank on the day of the deposit.

Third party cheques will not be accepted.

8. OUTSTANDING TAXES GENERAL PROCEDURES

Review of all past due accounts will be done on a quarterly basis. An updated Arrears Report to council will be generated ~~at least three (3)~~ one (1) time per year.

Arrears notices, with a balance over \$5.00 are mailed in the month of June and in the month of November.

Form or personalized letters are sent out in the month of December to all property owners with outstanding balances over one-year-old. The letter will request payment or response by a specific date.

Staff will encourage property owners in tax arrears to establish a monthly payment plan to repay outstanding balances in a timely manner.

Payment plans shall be designed to ensure that arrears in second year are repaid within six months.

9. COLLECTION METHODS

There are two basic remedies used by the Municipality to enforce payment of property taxes owing:

- a) Penalty / Interest – Interest shall be assessed at the rate of 1.25% per month, or the highest rate allowed under the Municipal Act, 2001 and will be added to all outstanding accounts on the first day of the month following the due date. Penalty and interest will not be

compounded in accordance with By-law 05-2019 ([Being a By-Law to impose late payment charges for the non- payment of taxes or any installment by the due date](#))

- b) Tax Registration / Tax Sale – Tax registration and sale falls under Part XI of the *Municipal Act*, 2001 and applies to properties that are in arrears for the preceding two years. The property owner or interested party has one year from the date of registration in which to redeem the property for all taxes, interest and penalty outstanding plus associated legal and administrative costs. The Municipality shall use a legal firm or tax registration firm to process all required statutory notices. The use of tax registration and tax sale is a last resort and will be avoided where possible through the establishment of a repayment plan.

Any notice sent by registered mail is considered delivered to and received by the addressee unless the notice is returned by the Post Office or an error in the mailing address is proven.

It is the taxpayer's responsibility to notify the Municipality of Whitestone of any mailing address changes. Section 343(6) of the *Municipal Act*, 2001 identifies that tax bills shall be sent to the taxpayer's residence or place of business or to the premises for which the taxes payable for, unless the taxpayer directs otherwise. The direction by the taxpayer continues until it is revoked in writing by the taxpayer.

For tax accounts approaching two years in arrears in January of the following year, a collection letter will be sent in December to the property owner(s) advising of the tax arrears situation and requesting, as a minimum, full payment or satisfactory payment arrangements of the amounts subject to tax registration.

If there is no response to the collection letter, a final notice will be mailed on the first week of January indicating that no partial payments will be received and that the property legislatively qualifies for the Tax Registration process and the Municipality has initiated these proceedings.

Where a taxpayer has a balance in second year arrears and breaches a payment plan, the Treasurer shall immediately inform the taxpayer that no further partial payment will be received and forward the file for tax registration.

The Treasurer has the authority to exercise discretion in the application of these policies where unusual circumstances are apparent. The guiding principles for this discretion shall be ensuring legislative requirements are met, ensuring fairness to all taxpayers and the overall best interest of the Corporation are met.

Late payment charges are adjusted only in the following circumstances;

- a) Taxes are adjusted under Sections 354, 357, 358 of the *Municipal Act*, 2001;
- b) Taxes are adjusted following as Assessment Review Board decision;
- c) Taxes are adjusted in accordance with a decision of the Courts;
- d) The interest or penalty was charged as a result of error or omission; or
- e) Circumstances deemed appropriate by the Treasurer.

This policy shall be reviewed at least every four years, or as legislation changes.

Q



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: July 16, 2024

Report No: ADMIN 2024-08

Subject:

Road Naming Policy

Recommendation:

THAT the Council of the Municipality of Whitestone hereby receives report, ADMIN 2024-08 (Road Naming Policy), for information; and

THAT the Municipality of Whitestone Road Naming Policy be adopted substantially in the form as presented at the July 16, 2024 Council meeting.

Background:

The Municipality of Whitestone has followed a basic 'protocol' for Road naming for many years (Attachment "A").

Analysis:

The Municipality currently maintains a list of all road names and updates this list from time to time as new roads are added to the inventory of roads. This list was developed and compiled as a reference for reviewing new road names and is linked to By-law No. 37-2024, being a By-law to name and rename all public and private roads within the Municipality of Whitestone.

A formal road naming policy is typical for municipalities. A policy for Whitestone has been developed and is recommended for adoption (Attachment "B").

Financial Implications:

There are no financial implications associated with this report.

Link to Strategic Plan:

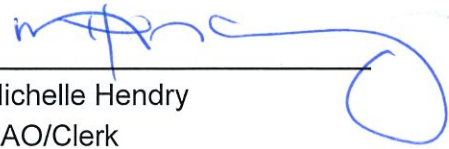
- 5.3** Improve information and regulatory signage
The Municipality intends to identify and respond to opportunities to improve signage within the Municipality for the benefit of visitors to the community and for public safety.

Respectfully submitted by:



Paula Macri
Planning Assistant

Reviewed by:



Michelle Hendry
CAO/Clerk

ATTACHMENTS:

ATTACHMENT A – Existing Road Naming basic protocol, undated
ATTACHMENT B – Road Naming Policy

POLICY: NAMING/RENAMING EXISTING ROADS

COVERAGE: Procedure and processes for assigning and changing road names

PROCEDURE:

Naming

1. Requests for naming existing unnamed roads must be made in writing to the Municipality.
2. Property owners affected by the road naming will be notified and asked for written suggestions for a name. Suggestions will be checked against the area road name registry to identify any conflicting name. All suggestions will be presented to Council for a decision on the new road name. Notification will be made according to Schedule “3” to By-Law No. 04-2003. There will be a public meeting of Council for a final decision.
3. This policy along with the 911 Civic Address Policy being By-Law No. 55-2004 shall be followed.

Renaming

1. Property Owners directly affected by the road name change would be notified and a deadline would be given for written comments in favour or against the proposal.
2. The granting of a road name change would occur if there was unanimous support for such a change. Unanimous would be defined as not receiving any negative written comments regarding the proposed name changes following the direct notification.
3. Following the direct notification process of the renaming of the streets, the proposed name change would be advertised for four (4) weeks as per the Procedures for Notice – Naming Highways By-Law No. 04-2003 before being implemented at a public meeting of Council.

Fees

- pending



THE CORPORATION OF THE MUNICIPALITY
OF WHITESTONE

CORPORATE POLICY MANUAL

POLICY MANUAL SECTION: Administration	POLICY NUMBER: A06 – A00 - 06
POLICY NAME: Road Naming Policy	
DATE APPROVED: July 16, 2024	AUTHORITY: Resolution No: 2024-xxx
REVISION DATES: none	DEPARTMENT RESPONSIBLE: Administration

1. **PURPOSE:**

- 1.1 The purpose of this policy is to provide guidelines for naming roads in the Municipality of Whitestone and establishes the process by which requests can be made.
- 1.2 This policy provides the process for public input into proposed naming, or renaming, in the Municipality of Whitestone.

2. **SCOPE**

Road names are critical for municipal addressing and emergency response purposes. Under the provisions of the *Municipal Act, 2001, S.O. 2001, c25*, the municipality has final road name approval authority. This policy establishes criteria to name or rename a road or assign a name to a road.

3. **POLICY**

3.1 Procedure for the Road Naming Policy

3.1.1 A request to name or rename a road may be initiated by:

- a) a citizen of the Municipality, by application; or
- b) the Municipality, by a resolution adopted by council.

3.2 The Municipality will consider a request for road naming however is under no obligation under this policy to accept a proposal to name, or rename a road.

3.3 The Municipality will review all proposed road names to ensure that the proposed road name meets the road naming criteria, the 9-1-1 criteria, and other tasks as required.

4. **GENERAL GUIDELINES**

4.1 Road names that exhibit the following elements will be given preference:

- Names that are easily pronounced;
- Names that are spelled how they are pronounced;
- Names that represent specific themes;
- Names that reflect local heritage, traditions, and character;
- Names that recognize local features and geography;
- Names that recognize native wildlife, flora and fauna.

4.2 Road names that exhibit the following elements will not be considered:

- Names that are already in use within the Municipality of Whitestone;
- Names with complex or unconventional spellings;
- Names that may be spelled in a number of different ways;
- Names with elements such a hyphens, apostrophes or dashes;
- Names that are spelled differently but sound similar to existing road names;
- Names that could be pronounced in several different ways;
- Names that may cause confusion in an emergency situation such as names of a well-known location or emergency service terminology;
- Names that use numbers;
- Names that denigrate individuals or groups;
- Names based on identifiable ethnic or racial group, or religious affiliations;
- Names generated for marketing needs;
- Names with sexual overtones;
- Names that may be considered offensive due to inappropriate humour, parody, slang or double meaning.

5. **NOTIFICATION**

5.1. The Municipality will give a Notice of Public Meeting in accordance with the current Municipal Notices By-law.

5.2. The Municipality will notify the following internal departments, emergency services, and agencies/bodies of the road name, or renaming of an existing road name upon passing such authorizing by-law:

- a) Whitestone Fire & Rescue
- b) Municipality of Whitestone Building Department
- c) Bell 9-1-1
- d) Municipal Property Assessment Corporation
- e) West Parry Sound Geography Network

6. INDIVIDUALS

- 6.1. Roads named after an individual, posthumously, require written consent from the individual's surviving family, and written description of the individual's contribution to the Municipality of Whitestone.

7. FEES

- 7.1. Fees associated with Road Naming include advertising, road sign and post, and will be in accordance with the current Municipal Fees and Charges By-law.

PROPOSED



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: July 16, 2024

Report No: ADMIN-2024-07

Subject:

Update of Accountability, Transparency, and Openness Policy, By-law No. 11-2022

Recommendation:

THAT the Council of the Municipality of Whitestone receives report ADMIN-2024-07 (Update of Accountability, Transparency, and Openness Policy By-law No. 11-2022) for information purposes; and

THAT the Council of the Whitestone does hereby approve an updated and amended Accountability, Transparency, and Openness Policy.

Background:

The *Municipal Act*, 2001, S.O. 2001, c. 25, Section 270 (1) states:

A municipality shall adopt and maintain policies with respect to the following matters:

1. Its sale and other disposition of land.
2. Its hiring of employees.
 - 2.1 The relationship between members of council and the officers and employees of the municipality.
3. Its procurement of goods and services.
4. The circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times notice shall be given.
5. The manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.
6. The delegation of its powers and duties.
7. The manner in which the municipality will protect and enhance the tree canopy and natural vegetation in the municipality.
8. Pregnancy leaves and parental leaves of members of council

The Municipality of Whitestone is currently compliant with section 270 (1) of the *Municipal Act*, with the exception of:

6. The delegation of its powers and duties.

ACCOUNTABILITY, TRANSPARENCY AND OPENNESS POLICY

On January 18, 2022 Council passed By-law 11-2022 and adopted an Accountability, Transparency, and Openness Policy.

The purpose of this policy is to define governance principles that will inform Council policies, procedures, protocols, and decisions with respect to public accountability, transparency, and openness. These principles will underlie and be reflected in other Municipal policies and practices, and will guide the delivery of the Municipality's programs and services.

Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the Municipality adopting measures that ensure, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible.

Analysis:

The current policy was recently reviewed and minor updates are recommended. The revisions are noted in blue 'Track Changes' in **ATTACHMENT A**.

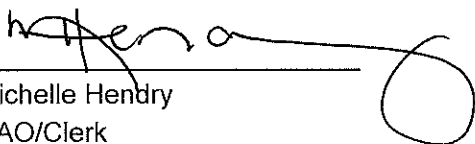
Link to Strategic Plan:

Core Values

We will govern our actions according to the following core values:

- Accountability
- Respect for others
- Honesty and integrity
- Diversity
- Openness and transparency
- Respect for nature and the environment
- Efficiency and cost effectiveness

Respectfully submitted by:



Michelle Hendry
CAO/Clerk

Attachment

ATTACHMENT A - Accountability, Transparency, and Openness Policy, A06-C00-04



THE CORPORATION OF THE MUNICIPALITY
OF WHITESTONE

CORPORATE POLICY MANUAL

POLICY MANUAL SECTION: Council, Boards and By-laws	POLICY NUMBER: A06 – C00 - 04
POLICY NAME: Accountability, Transparency, and Openness Policy	
DATE APPROVED: January 18, 2022	AUTHORITY: Ontario Municipal Act, 2001, c.25, Section 270(1) 5 By-law 11-2022
REVISION DATES:	DEPARTMENT RESPONSIBLE: Administration - CAO

PURPOSE

The purpose of this policy is to define governance principles that will inform Council policies, procedures, protocols, and decisions with respect to public accountability, transparency, and openness. These principles will underlie and be reflected in other Municipal policies and practices, and will guide the delivery of the Municipality's programs and services.

SCOPE

This policy applies to all Members of Council, its Committees and Boards, and employees of the Municipality of Whitestone.

POLICY

1. INTRODUCTION

Accountability, transparency, and openness are standards of good governance that enhance public trust.

Accountability is achieved through the measurement and reporting of achievements and outcomes against defined goals, objectives, and plans.

Transparency and openness are achieved through the adoption of measures to ensure, wherever possible, decision making and the delivery of programs and services are conducted using processes that are open, transparent, and accessible to the public. The Municipality will endeavour to engage its residents / constituents / ratepayers in its decision making processes wherever possible.

Accountability, transparency, and openness are defined as core values in the Municipality of Whitestone's Strategic Plan.

2. DEFINITIONS

2.1. **Accountability** refers to the principle that Council holds itself publicly accountable for the decisions it makes and the policies it implements. Council will endeavour to follow through on objectives and decisions by monitoring and reporting on the organization's progress at achieving them.

2.2. **Transparency** refers to the principle that the Municipality's decision-making processes, and the information on which decisions are based, should be readily accessible and understandable to the public, to the extent permitted by law.

2.3. **Openness** refers to the principle that the Municipality actively encourages and fosters public participation in its decision-making processes, and that those processes are clear to the public.

3. STATEMENT OF INTENT

The Municipality of Whitestone acknowledges that it is responsible to provide good government for its residents / constituents / ratepayers in an accountable, transparent, and open manner by:

- Delivering appropriate levels of service to ratepayers, residents and visitors;
- Promoting the efficient use of public resources;

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its residents / constituents / ratepayers; and
- Soliciting and considering [public](#) ~~their~~ input and opinions.

4. RESPONSIBILITIES AND COMMITMENTS

4.1. Fiscal Accountability

The Municipality will be open, accountable, and transparent in all financial dealings as required under the Act. Examples of how the Municipality currently provides and will continue to provide such accountability and transparency include:

- An interim and a final audit conducted annually
- Financial reporting available to the public upon request
- An Asset Management Plan to maintain and preserve valuable public infrastructure and assets
- Purchasing / procurement policies which provide fair and equal opportunity to suppliers
- Procedures and protocols for disposition of public assets, including land
- An open budgeting process allowing for public participation
- Quarterly reporting to Council on [Budget variances and Tax Arrears](#)
- [Annual reporting to Council on Tax Arrears](#)

4.2. Administrative Accountability

The Municipality's administrative practices ensure specific accountability on the part of Members of Council, its Committees and Boards, and employees through initiatives such as the following:

- Staff Code of Conduct
- Council Code of Conduct
- Council Staff Relations Policy
- The Appointment of an Integrity Commissioner
- Human Resources policies
- Hiring policies and procedures
- Annual performance management and evaluation process
- Health and safety practices and protocols

4.3. Public Participation

The public will be encouraged to participate in the governance and leadership of the Municipality through the following mechanisms:

- Attendance and participation at meetings of Council, boards, and committees;
- Signing up to receive information via electronic media;
- Submitting suggestions and petitions;
- Submitting questions and comments regarding proposed initiatives, developments, programs, and services;
- Volunteering to serve on Municipal boards and committees.

The Municipality has adopted policies to help ensure that participation by the public can be meaningful and effective, through timely disclosure of information including meeting agendas, committee and staff reports, and other background information, by various means including print, websites, and social media.

4.4. Open Meetings

Meetings will be open to the public as per the Municipal Act, and members of the public will have an opportunity to provide input on specific items at these meetings in accordance with The Municipality's Procedure By-Law.

In accordance with Sections 239 (1) and (2) of the Municipal Act, all meetings are open to the public with the exception that a meeting or part of a meeting may be closed to the public if the subject matter being considered is:

- (a) *the security of the property of the municipality or local board;*
- (b) *personal matters about an identifiable individual, including municipal or local board employees;*
- (c) *a proposed or pending acquisition or disposition of land by the municipality or local board;*
- (d) *labour relations or employee negotiations;*
- (e) *litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;*
- (f) *advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
- (g) *a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;*
- (h) *information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;*
- (i) *a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;*

- (j) *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; or*
- (k) *a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

In the interest of transparency, agendas and supporting materials for meetings of Council that are not closed to the public will be made available to the public in advance of the meeting, in both printed and electronic form. [Every effort is made to ensure that](#) the proceedings of these meetings are recorded, and the recordings will be posted on the Municipal website.

Matters such as those listed in Section 239 (2) of the Act (above in italics) will normally be dealt with confidentially in meetings closed to the public.

5. ACTIONS TO SUPPORT ACCOUNTABILITY AND TRANSPARENCY

Schedule “A” attached provides a number of practices that have been established by the Municipality of Whitestone to promote accountability, transparency, and openness, including matters that may already be noted above.

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SCHEDULE "A" ACCOUNTABILITY AND TRANSPARENCY

- Council Meeting Agendas and Minutes are posted on the Municipal website.
- Agendas for Council meetings will be posted [on the Municipal Website per the timelines set out in the current procedural By-law as may be amended from time to time a minimum of three \(3\) calendar days before the meeting day.](#)
- Agendas and minutes of Advisory Committees and Boards are posted on the Municipal website.
- The Municipal website has a full listing of Committee, Board and Council Agendas dating back several years as well as copies of [by](#)By-laws, and other pertinent information related to the governance of the Municipality
- The By-law to Govern the Proceedings of Council, it's Committee and Boards sets out meeting protocols and requirements
- The Procedures for Notice By-Law provides procedures and timelines for notice to the public in respect of various matters.
- The By-law for the Sale or Other Disposition of Municipal Land sets out the procedure and protocols for such transactions.
- The Procurement of Goods and Services By-law identifies the protocols for the purchase of goods and services.
- The By-law to impose Fees or Charges for Services is reviewed and updated from time to time by Council at a meeting open to the public.
- Public Meetings are scheduled in accordance with the requirements of the Planning Act and any other By-law or Act where a Public meeting may be required. Where Council believes that there is sufficient reason to schedule more than the one Public Meeting required by the Act in order to provide additional information and opportunity for the public to be heard, additional Public Meetings will be held.
- The Municipality has a Communication Policy which is intended to ensure efficient, effective, timely and comprehensive communication to the residents of the Municipality. This policy [is](#)~~is~~[will be](#) updated from time to time.
- At the beginning of each Council Term (or as otherwise required) a Council resolution is adopted setting out the Council members and Officers of the Corporation who are authorized to have signing authority.

- A Public Presentation(s) is held by Committee of the Whole annually, to present the [annual](#) Budget for public feedback.
- Quarterly Budget Reports will advise members of Council and the public as to the status of the budget expenditures and flag any areas of concern.
- The Municipality prepares financial statements, which are audited by an external auditor and are approved by Council. Once approved, the Audited Financial Statements are posted on the Municipal website.
- The Financial Information Return (FIR) is a data collection tool used by the Ministry of Municipal Affairs and Housing to collect financial and statistical information on municipalities. The FIR is a standard document comprised of a number of Schedules, which are updated each year to comply with current legislation and reporting requirements. The FIR is posted on the Ministry of Finance website.
- The Hiring [Policy-Policies](#) provides for the hiring of Municipal employees and addresses such matters as the hiring of relatives and the process to be followed in recruitment of new employees. Employment opportunities are posted on the Municipal website and are advertised through local news media [or other appropriate means](#).
- The Municipality's Accessibility Plan is posted on the Municipal website outlining the Municipality's commitment to prevent and remove barriers.
- Council has adopted a Code of Conduct for members of Council, which provides that members of Council shall carry out their duties in an impartial and objective basis including matters related to conflict of interest
- Council has adopted a code of Conduct for Staff which requires staff to carry out their duties on an impartial and objective basis and addresses such matters as conflict of interest, release of confidential information, acceptance of gifts or invitations, etc.
- Council has adopted a Council Staff relations policy that ensures the relationship between Municipal Staff, Officers and Members of Council is co-operative and supportive, based on an understanding of their respective roles and responsibilities.

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BY-LAWS



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MEMORANDUM

To: Mayor and Council

From: Michelle Hendry, CAO/Clerk and

Date: July 16, 2024

Re: Encroachment By-law to regulate encroachments on public lands in the Municipality of Whitestone

Background

At the June 6, 2023 Regular Council meeting Council passed Resolution No. 2023-280

THAT the Council of the Municipality of Whitestone receives the Memorandum, Use of Bolger landing Shore Road Allowance for information; and

THAT the Council of the Municipality of Whitestone does hereby agree to the following conditions in regards to "Boat Launch and Lake Access Points" within the Municipality that are municipally owned or in which the Municipality has a Land Use permit with MNRF for:

1. **THAT** no private docks be allowed on the municipal controlled lands without a permit
2. **THAT** no 'Rail Systems / Shore Dockers' for watercraft be allowed on municipal controlled lands without a permit
3. **THAT** winches / winch systems can be used to assist, however no winches / winch systems can be stored on municipal controlled lands
4. **THAT** no trailers be allowed to be parked or stored at boat launch / lake access parking areas, unless the trailer is attached to a vehicle. If attached to a vehicle, the trailer can remain for no more that fourteen (14) days per year
5. **THAT** no private storage containers be allowed on municipal controlled lands without a permit

THAT the Council of the Municipality of Whitestone direct staff to remove any private docks, private rail / shore docker systems, private storage containers that are on municipal controlled lands within boat launch and lake access areas after August 1, 2023 should the owner/s not remove prior to this date; and

(Note: the date of August 1, 2023 was revised to August 6, 2024 at the Regular Council meeting of December 12, 2023, by Resolution No. 2023-561)

THAT the Council of the Municipality of Whitestone direct staff to prepare a By-law for the conditions within this resolution and bring back to Council.

Analysis

An updated Traffic and Parking By-law will address item 4 of Resolution No. 2023-280.

The proposed Encroachment By-law (as recommended by Jennifer Biggar, Russell Christie, LLP) will address items 1, 2, 3 and 5.

The Encroachment By-law provides some flexibility for Council.

Under Definitions:

- (o) “Unauthorized Encroachment” means any Encroachment not authorized by this bylaw, any other by-law, statute, regulation, policy, resolution of the Municipality, or by an Encroachment Agreement.

An example where this is applicable would be Council providing authorization for the use of the Shore Road Allowance adjacent to the Bolger Landing for the parking and storage of boats as has been the tradition for many years. This authorization could be embedded in the Encroachment By-law or, could be provided by separate resolution after the By-law has been enacted.

ATTACHMENT A – Proposed Encroachment By-law

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 36-2024

**Being a By-law to regulate encroachments on public lands
in the Municipality of Whitestone**

WHEREAS Section 10(2) of the *Municipal Act, 2001* S.O. 2001, c. 25, provides for a Municipality to pass By-laws respecting matters including: 4. Public assets of the municipality acquired for the purpose of exercising its authority under the Act, 8. Protection of persons and property, including consumer protection, and 10. Structures, including fences and signs;

AND WHEREAS section 8(1) of the *Municipal Act, 2001* provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable to municipality to govern its affairs as it considers appropriate and enhance the municipality's ability to respond to municipal issues;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS section 391(c) of the *Municipal Act, 2001* provides that a municipality may pass by-laws imposing fees or charges on any class of persons for the use of its property including property under its control;

AND WHEREAS section 446(1) of the *Municipal Act, 2001* provides that a municipality may proceed to do things at a person's expense which that person is otherwise required to do under a by-law or otherwise but has failed to do;

AND WHEREAS section 446(3) of the *Municipal Act, 2001* provides that the costs incurred by a municipality in doing a thing or matter under section 446(1) may be recovered by adding the costs to the tax roll and collecting them in the same manner as taxes;

AND WHEREAS the Municipality of Whitestone wishes to regulate the alteration, encroachment, obstruction, use and care of public lands within the Municipality of Whitestone;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE ENACTS AS FOLLOWS:

Definitions

1. In this by-law,
 - (a) "Boulevard" means that part of a Highway between the property line and the shoulder, or if there is no shoulder, the edge of the travelled portion of the roadway. A boulevard may or may not contain a sidewalk, curb cut, or driveway;
 - (b) "Building" shall include, but not be limited to, such things as porches, steps, staircases, awnings, and decks;

- (c) “Easement” means an interest in land owned by another Person, consisting in the right to use or control the land, or an area above or below it, for a specific limited purpose, but does not include an interest created by a licence;
- (d) “Encroachment” means any type of structure, Building, made-made object, item of Personal Property or improvement of or upon land and without limiting the generality of the foregoing includes landscaping, vegetation, walkways, driveways, docks and any aerial, surface or subsurface Encroachments;
- (e) “Encroachment Agreement” means a written agreement entered into by the Municipality with a Person allowing an Encroachment on Public Lands;
- (f) “Expenses” means any and all sums of money actually spent or required to be spent by the Municipality, and shall include but not be limited to all charges, costs, administrative fees, HST, outlays, legal fees and losses;
- (g) “Highway” includes a common and public highway and includes any bridge, trestle, viaduct or other surface, any part of which is intended for or used by the general public for the passage of vehicles and pedestrians and includes the area between the lateral property lines thereof, without limitations and could include unopened road allowances and unassumed road allowances;
- (h) “Notice” means any notice required to be given by the Municipality to an Owner or other Person with respect to this by-law, such Notice shall either be delivered or sent by registered mail to the Owner’s or other Person’s last known address. A Notice includes an order issued under sections 444 and 445 of the *Municipal Act 2001*, as amended. In the event such Notice is mailed, it is deemed delivered on the third business day after mailing;
- (i) “Owner” means the registered owner of a parcel of Property as such Person is described in the records of the land registry office;
- (j) “Person” means an individual, partnership, association, firm or corporation, business entity or club, incorporated group or organization, federal or provincial government, crown agents, school boards and regional municipalities, but specifically excludes the Municipality;
- (k) “Personal Property” means any object or item of property other than real property;
- (l) “Premises” means a parcel of real property under registered ownership and includes all Buildings and structures thereon;
- (m) “Property” means a Building or structure or part of a Building or structure and includes the lands and Premises appurtenant thereto and all mobile structures, outbuildings, fences and erections thereon and includes vacant property;
- (n) “Public Lands” means lands owned by, leased, licensed to or under the management of the Municipality, municipal Easements, and shall include but not be limited to any public highway, road, street, avenue, parkway, lane, alley, shore road allowance, unopened road allowance, square, place, flooded lands, thoroughfare, way or bridge, park, woodland, open space, or cemetery, and any lands in which the Municipality holds any real property

interest and all parts thereof, including any surface, grassed area, Boulevard, ditch, curb, gutter and sidewalk, and further including any lands occupied by the Municipality pursuant to a Land Use Permit issued by His Majesty the King in right of Ontario, as represented by the Ministry of Natural Resources and Forestry (MNR);

- (o) “Unauthorized Encroachment” means any Encroachment not authorized by this bylaw, any other by-law, statute, regulation, policy, resolution of the Municipality, or by an Encroachment Agreement.

Encroachments Prohibited

2. No Person shall erect, place, maintain, or carry on, or cause to be erected, placed, maintained, or carried on an Encroachment of any kind on Public Lands except as may be permitted under any by-law, statute, regulation, policy, resolution of the Municipality, or agreement with the Municipality, or where permitted to do so by way of an Encroachment Agreement and in accordance with the terms of that agreement, or otherwise in accordance with this by-law.
3. Notwithstanding section 2 above, the provisions of this by-law do not apply to the following classes of Encroachments:
 - a. Signs which are permitted in accordance with the Municipality’s By-law to Control the Erection of Signs (“Sign By-law”);
 - b. Private mailboxes placed on a municipally-owned highway by the owner of land abutting the said highway providing that the mail box meets the requirements of Canada Post;
 - c. Mailboxes belonging to the Canada Post Corporation or any of its agents;
 - d. A temporary Encroachment arising as a result of construction, maintenance or other activity which has been authorized by the Municipality (including the Manager of Public Works or designate).
 - e. Boat docking only (no rail system / shore docker) on the Municipal Shore Road Allowance to the east of Bolger Landing and to the north east of Indian Narrows Landing.
4. This By-law shall apply to all Encroachments which existed or were created either before or after this By-law was enacted and passed; however, notwithstanding the foregoing, any Encroachment authorized under a valid and subsisting Encroachment Agreement or otherwise by the Municipality as of the date of the passing of this By-law shall not require any further authorization pursuant to this By-law until said agreement or authorization has expired or is terminated.

Application for Encroachment Agreement

5. (a) Any Person requesting authorization to erect, place, install, maintain or carry on an Encroachment on Public Lands shall be required to submit an application to the Municipality seeking permission to do so, along with payment of the non-refundable application fee and any deposits which may be required by the Municipality in accordance with its Fees and Charges By-law in effect at the time of said application.
- (b) Where an application to erect, place, install, maintain, or carry on an Encroachment has been approved by the Municipality, in its sole discretion, then the applicant must enter into an Encroachment Agreement with the

Municipality. The terms of the Encroachment Agreement shall be as required by the Municipality.

- (c) Where an applicant fails to pay the applicable fees or fails to execute an Encroachment Agreement within 120 calendar days of submitting the application noted above then the applicant shall be deemed to have abandoned his or her application.

Liability

- 6. The provisions of this by-law shall not be construed as relieving or limiting the responsibility or liability of any Person who has lawfully or unlawfully erected, placed, installed, maintained or continued an Encroachment from any personal injury, including injury resulting in death or property damage resulting from such Encroachment, or from acts or omissions of such Person, or his or her agents, employees or contractors, in the erection, placement, installation, maintenance, continuation or removal of the Encroachment. Likewise, provisions of this by-law shall not be construed as acceptance by the Municipality, its officers, employees, or agents of any responsibility or liability whatsoever by reason of allowing an Encroachment, approving the request for an Encroachment Agreement, or removing an Unauthorized Encroachment.
- 7. The Municipality is not responsible for any damages, losses or injuries caused by or to an Encroachment. For further clarity, the Municipality is not responsible for any damages caused to an Encroachment as a result of the Municipality's operations, including but not limited to ploughing, grass cutting, Boulevard tree maintenance, or the repair and maintenance of the Municipality's infrastructure.

Indemnification

- 8. In addition to any other terms as may be required by the Municipality, the holder of an Encroachment Agreement shall be jointly and severally responsible to indemnify the Municipality, its officers, employees, and agents from all losses, damages, costs, expenses, claims, demands, actions, lawsuits, or other proceedings of every nature and kind arising from, and in consequence of, the erection, placement, installation, maintenance, continuation, or removal of an Unauthorized Encroachment.

Registration

- 9. Where deemed appropriate by the Municipality, an Encroachment Agreement may be registered against title to an applicant's Property with the land registry office and all Expenses in doing so shall be paid in advance by the Owner applying for the permit.

No Vested Right

- 10. The execution of an Encroachment Agreement in respect of an Encroachment, or any other authorization of an Encroachment by the Municipality, does not create any vested right in the Public Lands on behalf of the Owner or occupant of the Property to which the Encroachment is appurtenant, or in any other Person, and the Encroachment Agreement or other authorization may be terminated or suspended in accordance with the terms set out in this by-law or in the Encroachment Agreement or in accordance with any conditions set out as part of

any other authorization.

Access to Encroachments

11. No Person shall obstruct, hinder, or interfere with the free access to any Encroachment by an employee, officer, or agent of the Municipality.

Removal and Restoration

12. Where the Municipality becomes aware of an Unauthorized Encroachment on Public Lands, Notice may be given in writing to the Owner of the Property to which an Unauthorized Encroachment is appurtenant and/or to any Person who constructed, installed, maintains and/or uses such Encroachment, to forthwith remove, fill in or close up the Encroachment and to restore the Public Lands to their former condition at the expense of the Owner and in addition to any other remedies, such Expenses may be recovered in full in the manner provided in Section 18.
13. Where the Municipality becomes aware of an Unauthorized Encroachment on Public Lands that in the opinion of Municipality's staff and/or the municipal by-law enforcement officer poses an imminent safety hazard, the Municipality may, without notice to the Owner, using the Municipality's own forces or independent contractors, remove, fill in, close up and secure the Unauthorized Encroachment and restore the Public Lands to their former condition at the expense of the Owner and/or any Person who constructed, installed, maintains and/or uses such Encroachment and such Expenses may be recovered in full in the manner provided in Section 18. The Owner of any Encroachment so removed shall be notified in writing by the Municipality of said removal and the rationale therefore and, by way of invoice, the cost in relation thereto claimed by the Municipality, as soon as reasonably practicable following said removal.
14. Where the Notice referenced in section 12 is not complied with, the Municipality may, on behalf of the Owner and/or any Person who constructed, installed, maintains and/or uses such Encroachment, remove, fill in or close up the Unauthorized Encroachment and restore the Public Lands to their former condition at the expense of the Owner and/or any Person who constructed, installed, maintains and/or uses such Encroachment and such Expenses to be recovered in full in the manner provided in Section 18.
15. Any materials or structures forming part of or attached to the Encroachment and which are removed by the Municipality may either be deposited at the Owner's Premises (if applicable) or be stored by the Municipality for thirty (30) days at the Owner's expense and/or at the expense of any Person who constructed, installed, maintains and/or uses such Encroachment. Any item so stored and not claimed within the said thirty (30) day period shall be disposed of by the Municipality in such manner as it deems appropriate.
16. The Municipality shall not be responsible for any damage to materials or structures forming part of or attached to the Encroachment, arising from the removal of any Encroachment by or on behalf of the Municipality, its employees or its agents. Without limiting the foregoing, a municipal employee/staff person and/or any contractors hired to undertake work under this By-law together with any person under their direction may, in carrying out work authorized by this By-law, take all

reasonable steps required to secure any remaining portion of the materials and structure following removal of the portions thereof which encroach on Public Lands.

Failing to Maintain an Encroachment

17. Where the Owner fails to maintain an Encroachment in accordance with the provisions of this by-law or an Encroachment Agreement the Municipality may send Notice to the Owner advising of the deficiency resulting in non-compliance and of the period of time provided to the Owner to bring the Encroachment into compliance. Where the Owner fails to bring an Encroachment into compliance in accordance with the Notice issued the Municipality may on behalf of the Owner remove the Encroachment and bring the Public Lands to a standard acceptable to the Municipality at the expense of the Owner and such Expenses to be recovered in full in the manner provided in Section 18.

Recovery of Expenses

18. All Expenses incurred by the Municipality in connection with the enforcement of this by-law shall be paid by the Owner and shall be due within thirty (30) days of their billing date, and in the event of failure to pay the entire amount due within the said thirty (30) days, interest may be applied at the rate of 1.25% annually and at the discretion of the Municipality and subject to applicable legislation, and further the outstanding balance of the invoice, plus interest, may thereafter be added to the tax roll of the Property from which the Encroachment emanates for the year in which the Expenses were billed and collected in the same manner as taxes.

Penalty

19. Every Person who contravenes any of the provisions of this by-law is guilty of an offence and on conviction is liable to pay a fine, exclusive of costs, as provided for in the *Provincial Offences Act, R.S.O. 1990, c P.33*, as amended.

Enforcement

20. This By-law may be enforced by any municipal By-law enforcement officer.
21. A municipal By-law enforcement officer or other employee or agent of the Municipality acting under this By-law may enter and inspect all lands, Buildings, structures or parts thereof that are subject to this By-law at any reasonable time, with or without Notice, for the purposes of determining whether there is compliance with this by-law.
22. Where work is authorized to be undertaken by or on behalf of the Municipality pursuant to this By-law, the Municipality and contractors hired to undertake work under this By-law accompanied by any Person under their direction may enter upon land and into structures for that purpose at any reasonable time as authorized by Section 446 of the *Municipal Act, 2001*.
23. No Person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this By-law.
24. In addition to the provisions of this by-law, the Municipality may at any time apply to a court of competent jurisdiction to require compliance with this by-law.

Severability

25. If any section or sections of this By-law or parts thereof are found in any court of law to be illegal or beyond the power of Council to enact, such section or sections or parts of this By-law shall be deemed to be separate and independent there from and to be enacted as such.

General

26. In this By-law, unless the context otherwise requires, wording imparting the singular number shall include the plural, and words imparting the masculine gender shall include the feminine, and further, the converse of the foregoing also applies where the context so requires.

Conflict with Other By-laws

27. If a provision of this by-law conflicts with an Act or regulation or another by-law, the provision that is the most restrictive shall prevail.

Effective Date

28. This By-law No. 36-2024 being a By-law to regulate encroachments on public lands in the Municipality of Whitestone is hereby passed this 16th day of July, 2024.

Mayor George Comrie

CAO/Clerk Michelle Hendry



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MEMORANDUM

To: Mayor and Council

From: Paula Macri, Planning Assistant

Memo Date: July 5, 2024

Council Agenda Date: July 16, 2024

Re: By-law to name and rename of all public and private roads within the Municipality of Whitestone

Background:

The Municipality of Whitestone By-law No. 34-2002 for naming and renaming all public and private roads within the Municipality of Whitestone was passed by Council on November 12th, 2002, and amended in 2011, 2019, 2023, and 2024. As a general housekeeping matter Staff recommend an update the By-law to reflect the additional road naming requests since 2002.

The new By-law will consolidate By-law numbers 34-2002, 21-2011, 30-2019, 39-2023, and 31-2024 and will incorporate six (6) new road name additions in the Municipality of Whitestone as follows:

Running Bear Trail
Ainslie Lake Drive
Karbehuwe Lane
Rowntree Lane
Greenwood Way
Margaret's Way

which are now listed in Schedule "A" in the new By-law.

Minor changes to the recitals in the By-law have been made as well.

Next Steps:

Staff recommend that the updated By-law to name and rename of all public and private roads within the Municipality of Whitestone to be passed by Council on the July 16, 2024 at the Regular Council meeting.

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW 37-2024

Being a By-law to provide for the naming and renaming of all public and private roads within the Municipality of Whitestone and to repeal By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, 31-2024

WHEREAS Section 27 of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes local municipalities to pass By-laws respecting highways, streets and roads over which it has jurisdiction;

AND WHEREAS Section 30 of the *Municipal Act*, 2001, S.O. c.25 as amended states that, a highway is owned by the municipality that has jurisdiction over it subject to any rights reserved by a person who dedicated the highway or any interest in the land held by any other person;

AND WHEREAS Section 48 of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the By-law;

AND WHEREAS Section 61 (1) of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that a local municipality may, at any reasonable time, enter upon land lying along a highway to install and maintain a sign setting out the name of the road;

AND WHEREAS Section 61 (2) of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that If a local municipality has passed a By-law under section 48 to name or change the name of a private road, the municipality may, at any reasonable time, enter upon land lying along the private road to install and maintain a sign setting out the name of the road;

AND WHEREAS By-law 34-2002 of the Municipality of Whitestone gave notice that it proposed to consider a By-law to name all public and private roads and/or change road names, as required, to accommodate the addition/revision of road names within the Municipality of Whitestone;

AND WHEREAS to properly identify properties within the Municipality of Whitestone for an efficient and effective operational or emergency response, it may be necessary to name or change the name of certain streets, roads, trails and highways from time to time;

AND WHEREAS the Municipality of Whitestone through public notice may add new road names or change existing road names as deemed appropriate by Council;

AND WHEREAS the Council of Municipality of Whitestone deems it expedient to exercise the powers vested in it by the said Act;

NOW THEREFORE the Council for the Corporation of the Municipality of Whitestone enacts as follows:

1. **THAT** this By-law may be cited as the “Road Naming By-law” of the Corporation of the Municipality of Whitestone;

2. **THAT** all highways, streets, roads, and private roads in the municipality shall be named or their name changed to the name(s) as set out and in accordance with a registry as attached hereto as Schedule "A" to this By-law;
3. **THAT** Council may from time to time amend Schedule "A" to name or change the name of a highway, street, or road over which it has jurisdiction and a private road in the municipality;
4. **THAT** Notice of the intention to name or change the name of a private road shall be given in accordance with the current procedures for the Notice By-law;
5. **THAT** the municipality is hereby authorized to affix street name signs at the corners of every highway, street, road, and private road, on public or private property, subject to the jurisdictions and the requirements of the Municipality of Whitestone or the Ministry of Transportation;
6. **THAT** all road name signs at intersections shall include the approved road name. Where new signs are to be erected, the sign may include the direction and sequencing of property numbering should clarity be required;
7. **THAT** By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, 31-2024 are hereby repealed;
8. **THAT** this By-law shall come into force and take effect upon passage thereof; and
9. **THAT** By-law No. 37-2024 being a By-law to provide for the naming and renaming of all public and private roads within the Municipality of Whitestone is hereby passed this 16TH day of July, 2024.

Mayor

George Comrie

CAO/Clerk

Michelle Hendry

SCHEDULE "A" TO BY-LAW 37-2024

**Official Road Names in the
Municipality of Whitestone**

AMORAK Trail	BUTLER Street
ANKI Rock	CAIRNIE Drive
AINSLIE LAKE Drive	CANNING Road
AULDS Road	CAPTAIN ESTATES Road
BALSAM Road	CARLTON Road
BASSWOOD Cres	CHIMO COVE
BEACH Road	CHURCH Street
BEAR BUG Lane	CHUR-LEE Road
BEARS PAW	CLEAR LAKE Road
BEAVER DAM Road	COOPER Lane
BELLVIEW Cres	CRAIG Lane
BERRYS Road	CREDIT Lane
BESTWICK Cres	CROWN RETREATS Road
BLACKFLY Lane	DEBOIS Trail
BLUE JAY Lane	DEER Trail
BOAKVIEW Road	DOBSON Road
BOAT LAUNCH Road	DUNCHURCH ESTATES Road
BOBS Cres	DUNKS Cres
BOOTH Road	EAST TOWNLINE Road
BOUNDARY SPUR Road	EDGEWOOD Road
BUNNY TRAIL	ELI Lane

ERIN Lane
FAIRHOLME LAKE Road
FARLEYS Road
FENTONS Road
FINN Road
FISHER Lane
FIVE FINGER Lane
FOX LAIR
GALLS Road
GIBSON BAY Road
GOLDEN HORSESHOE Road
GOOSENECK Cres
GORHAM Road
GRANITE Lane
GREY OWL Road
GREENS Lane
GREENWOOD Way
HAYLES Road
HAYWARD Road
HORN Lane
HOSICK Road
HUMMING BIRD Lane

HUNTERS GLEN
INDIAN NARROWS Road
IRWINS Road
ISLAND VIEW
JACKSON Lane
JOE Road
KARBEHUWE Lane
KEELE Road
LABRASH LAKE Road
LADDS Road
LANDS END Road
LANGFORD Drive
LAUCKS Road
LIGHT Lane
LIMESTONE Lane
LOCHANSIDE Drive
LORIMER LAKE Road
LOST BAY Road
MACEY Drive
MACFIE Road
MAKWA Point

MAPLE ISLAND Road

MARINA Drive

McDONALD Drive

McGEE LAKE Road

McLENNAN Lane

MINNOW Lane

MITCHELL Lane

MOORE Drive

MOOSE Lane

MUSKRAT Road

NELSON CLELLAND Road

NESBITTS Drive

NICKLES COVE Road

NONA Lane

NORTH MEADOWCOVE Road

OMMADAWN Lane

OWLS NEST

PARADISE Lane

PARKER BAY Road

PERCY Lane

PINE GROVE

PITT Road

PRATT Road

PUGSLEY Road

RED GATE Lane

RING ROCK ACRES Road

ROBERTSON Road

ROSELLEN Lane

ROWNTREE Lane

RUNNING BEAR Trail

SACKVILLE Street

SAMS Lane

SAWCUT Road

SEMIKOKA TRAIL WEST

SEMIKOKA TRAIL EAST

SHABBOTTS BAY Road

SHADY MAPLE Lane

SHAKELL Road

SHAKER Lane

SHAWANAGA LAKE Road

SMOKEYS Road

SNAKESKIN Trail

SPRING Road

SQUIRES Lane 30th & 31st SIDEROAD SOUTH
STIBLERS Road HIGHWAY # 124
SUNSET Trail HIGHWAY # 520
SWORDS Road
SYKES Lane
TAHINCA Road
TAYLOR LAKE Road
TAYLOR Lane
THOMSON Glen
TIMBER RIDGE Trail
TRILLIUM Lane
TRULL Road
WAH WASH KESH Road
WESTVIEW Road
WHITESTONE LAKE Road
WILLIAMS Street
WIN-BUR Lane
WINDING WOODS Way
WOLFE DEN
YORK Street

30th and 31st SIDEROAD NORTH

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW 38-2024

Being a By-law to adopt a Road Naming Policy

WHEREAS Section 48 of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the By-law;

AND WHEREAS Section 61 (1) of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that a local municipality may, at any reasonable time, enter upon land lying along a highway to install and maintain a sign setting out the name of the road;

AND WHEREAS Section 61 (2) of the *Municipal Act*, 2001, S.O. c.25 as amended, authorizes that If a local municipality has passed a By-law under section 48 to name or change the name of a private road, the municipality may, at any reasonable time, enter upon land lying along the private road to install and maintain a sign setting out the name of the road;

NOW THEREFORE the Council for the Corporation of the Municipality of Whitestone enacts as follows:

1. **THAT** this By-law may be cited as the “Road Naming Policy” of the Corporation of the Municipality of Whitestone;
2. **THAT** Schedule “A” forms part of this By-law;
3. **THAT** this By-law shall come into force and take effect upon passage thereof; and
4. **THAT** By-law No. 38-2024 being a By-law to adopt a Road Naming Policy for the naming and renaming of all public and private roads within the Municipality of Whitestone is hereby passed this 16th day of July, 2024.

Mayor

George Comrie

CAO/Clerk

Michelle Hendry

SCHEDULE "A" TO BY-LAW 38-2024

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW 39-2024

Being a By-Law to provide for the establishment of a Tax Collection Policy and to repeal By-law 38-2019

WHEREAS pursuant to the Municipal Act, 2001 S.O. 2001, chapter 25 a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS pursuant to the Municipal Act, 2001 S.O. 2001, chapter 25 the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS the Council of the Corporation of the Municipality of Whitestone deems it necessary to establish the responsibilities, internal controls, authorizations and procedures for the accurate and timely preparation and collection of property taxes;

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

- 1. THAT the Tax Collection Policy, in the form attached as Schedule 'A' to this By-Law, is adopted as a policy applicable to the collection of property taxes.
2. THAT By-law 38-2019, of June 3, 2019 is hereby repealed.
3. THAT By-Law 39-2024 is hereby passed and comes into full force and effect this 16th day of July, 2024.

Mayor George Comrie

CAO/Clerk Michelle Hendry

Schedule 'A' to By-Law 39-2024

Tax Collection Policy

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 40-2024

Being a By-law to adopt the
Accountability, Transparency, and Openness Policy
for the Corporation of the Municipality of Whitestone

WHEREAS pursuant to Section 270 (1) s.5 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, states that a municipality shall adopt and maintain policies with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public;

AND WHEREAS the Council of the Corporation of the Municipality of Whitestone desires to ensure, that every Member of the Council and Staff conforms to the highest standards of Accountability, Transparency and Openness;

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

1. The Accountability, Transparency, and Openness Policy, substantially in the form attached as Schedule 'A' to this By-law, is established as a Policy which applies to all Members of Council, its Committees and Boards, and employees of the Municipality of Whitestone.
2. By-law 11-2022, dated January 18, 2022, is hereby repealed.
3. By-law 40-2024, being a By-law to adopt the Accountability, Transparency, and Openness Policy for the Corporation of the Municipality of Whitestone, is hereby passed this 16th day of July, 2024.

Mayor George Comrie

CAO-Clerk Michelle Hendry

BUSINESS MATTERS



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MEMORANDUM

To: Mayor and Council

From: Michelle Hendry CAO/Clerk

Date: July 16, 2024

Re: Request from Councillor Nash for Access to Word Documents for editing / providing comments

BACKGROUND

At the Regular Council meeting of June 18, 2024 Councillor Nash requested that Council have access to digital documents in a form where members of Council can provide track changes. The issue was deferred to the July 16, 2024 Council meeting.

DISCUSSION

From a records management and security perspective staff have a duty to protect municipal documents, especially those that have status i.e. signed By-laws, Council approved policies, staff reports, correspondence, resolutions, agendas, meeting minutes to name a few.

That said, staff recognize that from time to time Council is requested to provide comment and input on new/revised By-laws or policy that are being developed. A first draft is typically developed by staff and presented to Council. Staff may request Council input and comment.

A recent example would be the Short-Term Rental Unit By-law. Council was asked by resolution to provide comments by June 7, 2024 to Paula Macri.

Staff appreciate that some members of Council are comfortable working in Microsoft Word and providing Track Changes or comments in that medium. This can be helpful when there are significant components and editorial to consider.

Staff are agreeable to adjusting the current protocols and providing editorial in Word format for the purpose of receiving comments from Council Members.

Once comments are received, Staff will then collate all the collective comments from Council and create a new document with comments received identified according to the Member of Council who provided the comments.

RECOMMENDATIONS

That where Council input is requested in respect of new Policy/By-laws in development or Policy/By-laws being updated, Staff will provide the editorial in Word format if requested to do so.

This protocol would not extend to Excel documents (i.e. budget documents). Excel documents do not have a 'track changes' option and in particular a budget document with numerous workbooks and links embedded would not allow for tracking of changes and clarity of amendments.

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Proposed Motion for Voting Reconsideration

WHEREAS the Council of the Municipality of Whitestone passed Resolution No. 2023-561 on December 12, 2023 and amended this Resolution by Resolution No. 2024-165 on April 16, 2024 as follows:

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

4.2 Magnatewan Pioneer Association

WHEREAS the Council of the Municipality of Whitestone had passed Resolution 2023-280 on June 6, 2023 related to private docks, rail systems, winches, trailers and storage containers at "Boat Launches and Lake Access Points" within the municipality that are municipality owned or in which the municipality has a Land Use Permit with the Ministry of Natural Resources and Forestry (MNRF);

AND WHEREAS the Municipality of Whitestone had indicated a date of August 1, 2023 for private docks, private rail / shore docker systems, private storage containers to be removed by owner's;

AND WHEREAS the Municipality of Whitestone following Resolution 2023-280 mailed out a Notice to property owners on Bolger and Kashegaba Lakes of the Resolution;

AND WHEREAS the Council of the Municipality of Whitestone has further heard and reviewed information related to the "Bolger Landing" Access Point for negotiation purposes;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby approve the following:

THAT Municipal staff draft a formal notification advising the property owner/s on Bolger, Kashegaba and WahWashKesh Lakes:

1. **THAT** a revised deadline for owner/s of private docks, rail systems / shore dockers, private storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and
2. **THAT** any private docks, rail systems / shore dockers, private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed off by the Municipality of Whitestone or their Agents with no further formal notice; and
3. **THAT** it be confirmed that no trailers are allowed to be parked or stored at any Public Landing within the Municipal owned lands and lands where the Municipality of Whitestone holds a Land Use Permit with the Ministry

of Natural Resources and Forestry (MNRF) unless attached to a vehicle, and that if attached to a vehicle, that the trailer can remain no more than 14 days as of August 6, 2024.

THAT the Municipality of Whitestone send out the formal notification letters to property owners on Bolger Lake and Kashegaba Lake in the form of Registered Mail (No required signature) and send to the WahWashKesh property owners by Regular Mail; and

THAT staff arrange for the removal of Shore Dockers, Storage Units, Docks, Trailers or other structures that are not removed by the August 6, 2024 date noted above in items 1, 2 and 3 and any expenses or legal fees will be at the owners expense; and

THAT appropriate signage in respect to Trailer Storage/ Parking at public landings be installed as soon as practical

Recorded Vote:

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb	X		
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie		X	

AND WHEREAS Councillor Lamb has requested a voting reconsideration in respect of the reference to 'removal of rail systems / shore dockers being removed by August 6, 2024;

NOW THEREFORE BE IT RESOLVED THAT Resolution No. 2023-561 from the December 12, 2023 Regular Council Resolution as amended by No. 2024-165 at the April 16, 2024 Regular Council meeting be further amended to read as follows with the changes shown *in red and shown with a line though text recommended to be removed:*

1. **THAT** a revised deadline for owner/s of private docks, ~~rail systems / shore dockers,~~ private storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and
2. **THAT** any private docks, ~~rail systems / shore dockers,~~ private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed off by the Municipality of Whitestone or their Agents with no further formal notice; and
3. **THAT** it be confirmed that no trailers are allowed to be parked or stored at any Public Landing within the Municipal owned lands and lands where the Municipality of Whitestone holds a Land Use Permit with the Ministry of Natural Resources and

Forestry (MNRF) unless attached to a vehicle, and that if attached to a vehicle, that the trailer can remain no more than 14 days as of August 6, 2024.

THAT the Municipality of Whitestone send out the formal notification letters to property owners on Bolger Lake and Kashegaba Lake in the form of Registered Mail (No required signature) and send to the WahWashKesh property owners by Regular Mail; and

THAT staff arrange for the removal of ~~Shore Dockers~~, Storage Units, Docks, Trailers or other structures that are not removed by the August 6, 2024 date noted above in items 1, 2 and 3 and any expenses or legal fees will be at the owners expense.

Proposed Motion to Reconsider



MEMORANDUM

To: Mayor and Council
From: Councillor Lamb
Date: July 16, 2024
Re: Consideration of an Encroachment permit system for rail systems / shore dockers

BACKGROUND

Council passed Resolution No. 2023-561 (December 12, 2023) as amended by Resolution 2024-165, (April 16, 2024) which indicated in part as follows:

1. THAT a revised deadline for owner/s of private docks, rail systems / shore dockers, private storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and
2. THAT any private docks, rail systems / shore dockers, private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed of by the Municipality of Whitestone or their Agents with no further formal notice; and

THAT staff arrange for the removal of Shore Dockers, Storage Units, Docks, Trailers or other structures that are not removed by the August 6, 2024 date noted above in items 1, 2 and 3 and any expenses or legal fees will be at the owners expense.

By Notice of Motion (July 16, 2024) I am recommending to Council that reference rail systems / shore dockers be removed from Resolution No. 2023-561 as amended, and that Staff be requested to develop an encroachment agreement process for rail systems / shore dockers after the Council vote on the Notice of Motion.

Because By-law 33-2024, Regulating Traffic and Parking, takes effect August 6, 2024, I am requesting that the Procedural By-law be suspended for the purpose of voting on the Motion at the July 16 2024 Regular Council Meeting.

ANALYSIS

he following items are recommended to be included in the encroachment agreement for rail systems / shore dockers:

- In respect of the Shore Road allowance at Bolger Landing, rail systems / shore dockers will be permitted along the Shore Road Allowance within approximately 400 ft / 122 m of the Bolger Landing boat launch in a westerly direction.
- A maximum of twenty (20) encroachment agreements will be issued annually for the Bolger Landing Shore Road Allowance. Such agreements will be available to all Whitestone residents.
- Annual renewal of the encroachment agreement will be required. Annual renewal applications will be accepted commencing January 1, of each year on a first come first served basis.
- An application fee (non- refundable) of \$100 will be required annually. The initial application and the development of the encroachment agreement may require legal fees which will be the responsibility of the applicant.
- Encroachment agreements in other locations throughout the Municipality will be considered for rail systems / shore dockers.
- Encroachment agreements may be terminated for any reason with 90 days' notice.
- Only one rail system / shore docker per property owner will be permitted.
- Maximum length of boat permitted is 16 feet with maximum 70 hp motor. No pontoon boats permitted.
- The winch system (which will be a component of the rail system / shore docker) shall be crank only – electric winches are not permitted.
- The agreement will require the applicant to provide a minimum of \$2,000,000 general liability insurance naming the Municipality of Whitestone as also insured.
- The applicant shall be responsible for all maintenance and repair of boats, motors and the permitted rail system / shore docker.
- Where rail systems / shore dockers that are left in a state of disrepair and where they are considered unsafe by the Municipality, owners will be given notice of repair within a reasonable amount of time or they will be required to be removed.
- No boats to be stored on the shore dockers before April 1 of each year and after November 1 of each year.

RECOMMENDATION

That staff be requested to develop and implement an encroachment agreement process for rail systems / shore dockers by November 1, 2024



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MEMORANDUM

To: Mayor and Council
From: Michelle Hendry CAO/Clerk
Date: July 16, 2024
Re: By-law No. 33-2024 (traffic and parking)

BACKGROUND

At the Regular Council meeting of June 18, 2024 By-law No. 33-2024 was passed, being a By-law to regulate traffic and to govern and control the parking of Vehicles, Boats, Camping Units, and Trailers in the Municipality of Whitestone and to repeal By-law 25-2010 and 38-2016 (substantially in the form as presented on June 18, 2024).

DISCUSSION AND RECOMMENDATIONS

During the discussion of the By-law a number of questions were asked.

1. Could Set Fines be 'daily' fines?

This question was explored with Jennifer Biggar of Russel Christie (who provided guidance and legal input during the development of the By-law). Her recommendation was to not amend the By-law to allow for the set fines to be 'daily'. Once a ticket has been issued it would be difficult to track carefully the timing of the infraction and the calculation of the additional days. Parking and Traffic By-laws in her experience are not written with compounding 'daily' set fines.

Former Whitestone Prosecutor Paul Dray was also called upon for an opinion the matter. He indicated that Parking and Traffic offences are not considered to be 'continuing' offences. Continuing offences could be seen in respect of the Building Code, Zoning or Environmental compliance matters but not in respect of Parking and Traffic.

The By-law Enforcement Officer also concurs with the legal Counsel and pointed out that compliance to the By-law is important through a combination of ticketing for infractions and education. The By-law also allows for ongoing ticketing as needed or towing should it be deemed necessary.

2. Should docking boats overnight at Public Docks be included in the By-law?

This issue was not considered in the Parking and Traffic By-law and does not fit with the Encroachment By-law.

Some Municipalities (Magnetawan for instance) have separate by-laws that ‘Regulate the Use of Municipal Public Docks, Municipal Launches and Municipal Public Accesses’.

The restrictions (in the case of the Magnetawan By-law) include:

- Docks, Launches and/or Accesses shall be used for loading and unloading of people and materials only and not for the long-term parking of boats.
- No person(s) shall park a boat at any Dock, Launch and/or Access except as permitted by this By-law.
- No person(s) shall park a boat at any Dock, Launch and/or access between the hours of 11:00 p.m. and 7:00 a.m.
- No person(s) shall store materials on a Dock, Launch or Access except on a temporary basis just prior to loading and after unloading.
- No person(s) shall park, dock and/or store a boat or leave materials on a Dock, Launch, Access or lands owned or under control of the Municipality adjacent to a Dock, Launch or Access so that it constitutes a nuisance as defined by this By-law.

RECOMMENDATIONS

1. ‘Daily Set Fines’

Staff recommend that By-law No. 33-2024 as passed on June 18, 2024 stand as is for now and not be amended to include Set Fines as ‘daily’.

The major changes from the previous By-law are linked to the Resolutions passed by Council in respect to Trailer parking. This change for the Public will require general notifications in advance of the By-law coming into effect (August 6, 2024) as well as diligence with By-law Enforcement.

An education campaign in the form of signage, notices on the Municipal website, notice in the e-newsletter and the hardcopy newsletter as well notices on trailers currently parked at boat launch parking areas, to advise of the new By-law requirements is underway. The goal is compliance through education.

When and if an infraction ends up in the courts system, the courts consider that reasonable notice was given in respect of a change to accepted practices.

2. Docking restrictions

Staff recommend that should the need arise (i.e. there is a misuse of the public docks), a By-law to ‘Regulate the Use of Municipal Public Docks, Municipal Launches and Municipal Public Accesses’ could be developed and enacted.

The By-law Enforcement Officer has indicated he is not aware of any issues in respect of the use of Municipal docks.

From: Peggi Woehl <[REDACTED]>
Sent: July 2, 2024 8:23 AM
To: Michelle Hendry <michelle.hendry@whitestone.ca>
Subject: Burgess fire

Good morning Michelle,

The Thrift Shop Committee would like to make a donation to the Burgess's in the amount of \$1,000.00. I realize this would come out of our reserve and therefore has to be approved by Council.

Yvonne Burgess was a Thrift Shop volunteer and is now a member of our Knitting Circle. Let me know if you have any questions or concerns.

Thanks, Peggi
Sent from my iPad

From: Linda Taylor [REDACTED] >
Sent: June 13, 2024 1:31 PM
Subject: Mobile Seniors Active Living Centres (M-SALC)

Hello & Happy June!

I hope this message finds you well. I am requesting a 2024/25 year resolution of support regarding our Mobile Seniors Active Living Centre program.

As you may recall, we submitted a grant proposal last year to initiate the Mobile Seniors Active Living Centre program. This program aims to provide social, cultural, learning, and recreational programs and activities for seniors in our communities. We strive to collaborate with passionate volunteers who seek to positively impact their neighbourhood and community.

Recognizing each community's diverse needs and interests, we prioritize the involvement of dedicated volunteers. Our mobile programs are meticulously designed to engage with each community individually, ensuring that our programming is effective and inclusive for all participants. Our outreach efforts aim to establish enriching programming, reduce social isolation, and foster meaningful social connections within the numerous outlying communities.

From arts and culture to health and wellness initiatives, book clubs, and more, our programs strive to offer diverse and meaningful experiences. This initiative, facilitated by West Parry Sound Community Support Services, represents an exciting addition to the District of Parry Sound's offerings. We eagerly anticipate extending our outreach and creating vibrant experiences for other community members.

I am delighted to let you know that we recently hosted an event on April 19, 2024, to announce the funding that MP Graydon Smith and Minister Cho attended. Additionally, Moose FM announced on air on June 13, 2024, that we have received an additional \$34,000, bringing our total funding to \$51,000. Thus far, we have initiated a volunteer-led group in the Village of Rosseau called Rosseau Caring Community. This group collaborated with our Seniors Active Living Coordinator to host an Open House Lunch & Launch event to identify existing programming and gather community members' input for future additions. Subsequently, the group created a community calendar, which is now prominently displayed in various local businesses, public bulletin boards, and online platforms. This event was a resounding success, and the initiative continues to grow, with the Carling Caring Community beginning to take shape.

Grants and proposals are typically submitted annually, and the Mobile Seniors Active Living Centre grant is no exception. So, we are taking a proactive approach by seeking letters of resolution from each municipality in advance so we can submit our grant application as soon as it's released. Given the competitive nature of grant applications, we must maintain the momentum we have established in each outlying community.

We greatly appreciate your continued support in M-SALC. As the note below requires, we would like to ask for a council resolution for 2024/25 as soon as possible or by early September. This is necessary to advance and continue this impactful initiative. Please feel free to contact me if you need more information or clarification. I have attached a contribution summary for 2023/24. Thank you for your attention to this matter, and I look forward to our continued collaboration in serving the needs of our community's seniors.

Note: “Clause from the grant application”

Letters of support: In cases where an Applicant is partnering with another organization in addition to the municipality to offer any program or service, the Applicant must submit a letter of support from its partners that outlines their roles and responsibilities.

6. Municipal Commitment. An Applicant must submit proof that it has a municipal commitment to provide funding to the proposed SALC program. The Applicant can provide a copy of the municipal council resolution (preferred), or a letter signed by a senior level municipal authority such as the mayor or treasurer that clearly outlines the municipal commitment. The proof of municipal commitment can be attached in TPON. Contributions may be in-kind or cash contributions.

To show our appreciation for collaboration and partnerships in the West Parry Sound District, I have cc'd the ministries to which we receive funding. Thank you to all.

Sincerely,

Linda

Linda Taylor, Program Director
21 Belvedere Avenue
Parry Sound, ON P2A 2A2
705-746-5602
www.parrysoundsupportservices.ca



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CORRESPONDENCE

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

SECONDED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

Motion #: 12

Resolution #:

Date: June 11, 2024

WHEREAS, the Public Sector Accounting Board (PSAB) establishes accounting standards for the public sector which must be followed by all Ontario municipalities; And

WHEREAS, the Municipal Act, 2001 section 294.1 states that a municipality shall, for each fiscal year, prepare annual financial statements for the municipality in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada; And

WHEREAS, PS 3280 is a new accounting standard covering asset retirement obligations (ARO) that was approved by PSAB in March 2018; And

WHEREAS, the standard must be applied by all public sector entities who prepare their financial statements under PSAB, including all Canadian municipalities; And

WHEREAS, many small municipalities do not have accountants or engineers on staff to complete the ARO obligations and this major accounting change will force small municipalities to hire consultants to complete this work and cause a significant financial burden to municipalities;

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the Township of Larder Lake hereby calls upon the province of Ontario to provide financial assistance to municipalities to complete the ARO; And

FINALLY, THAT a copy of this resolution be forwarded to the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Association of Municipal Clerks and Treasurers

Recorded vote requested:

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

I declare this motion

<input type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair: _____

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

SECONDED BY:

- Thomas Armstrong
- Patricia Hull
- Paul Kelly
- Lynne Paquette

Motion #: 13

Resolution #:

Date: June 11, 2024

of Ontario (AMCTO), the Timiskaming Municipal Association (TMA), the Federation of Ontario Municipalities (FONOM), and all municipalities within the District of Timiskaming.

Recorded vote requested:

	For	Against
Tom Armstrong		
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair: 

***Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.**

**Municipality of Tweed Council Meeting
Council Meeting**



Resolution No. 229
Title: Councillor P. Valiquette
Date: Tuesday, April 23, 2024

Moved by P. Valiquette
Seconded by J. Palmateer

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;
 AND WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/ wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets;

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources;

AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

AND WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract J.P.P. (5.1) locations;

AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174;

AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall;

AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget;

NOW THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

Carried

June 4, 2024

Municipality of Whitestone
21 Church St. Dunchurch ON
POA 1G0

Dear Mayor Connie + Council,

On behalf of the West Parry Sound District Museum I would like to thank you for your contribution of \$1,000 received on May 2, 2024. 5% of your donation will be set aside for future capital expenses + the remainder will be used for 2024 operational costs.

C

The West Parry Sound District Museum relies on the generosity of donors such as yourself + is grateful for your support.

Thank you once again,

Sincerely,

Nadine Hammond
Curator/Manager

WEST PARRY SOUND DISTRICT MUSEUM



DISPLAYS ON:

Natives
Explorers
Road & Rail
Logging
Farming
Pioneers
C.I.L.
Tourism

COME FOR A VISIT!

7 Days a week, 10:00 a.m. to 4:00 p.m.,

June to October

By appointment, October to May

P.O. Box 337, Parry Sound, Ontario P2A 2X4
705-746-5365

Page 133 of 148

Cover sketch by David Morgan

In 1868 the province offered grants of free land to settlers. Many immigrants came from the British Isles to work our lands.

May 30, 2024

Mayor George Comrie
21 Church Street
Dunchurch, Whitestone, Ontario
P0A 1G0

Dear Mayor Comrie,

We are writing to express our deep concern regarding Resolution 2023-280, the recent bylaw implemented to severely restrict trailer parking on municipal parking areas on Lake Wah Wash Kesh.

We are full time residents on the lake. Our residence is our generational family property located in the "Narrows" with the nearest landing being the Indian Narrows. This property is an off-grid, water access property and we accept and enjoy its challenges. The effort is rewarded by the opportunities to embrace the lake life and enjoy all the seasons here.


As retired professionals we understand the need for regulations to ensure safety and order within our community. It is our understanding that the bylaw was crafted by council to prevent people from using the parking lots as a storage area for unused boat, snowmobile and storage trailers as they occupy parking spots that are needed to accommodate the ever increasing number of people accessing our lake.

We would like council to know this umbrella solution of restrictions will negatively impact our everyday lives. We use the Indian Narrows landing in the summer and the main parking lot in the winter as the Indian Narrows road is not maintained year round. Year round residency requires the constant movement of equipment and supplies; wood pellets and split wood for winter heating, gasoline for our generators, propane for our appliances, and as the seasons change large supplies of food and essentials for times when it is not safe to cross the lake. We rely heavily on the carrying capacity of our trailer. We are responsible community members and always park in front of our trailer, never taking more than one parking space.

We urge the council to reconsider the wording of this bylaw and/or explore an amendment to the bylaw to allow a permitting process for trailers belonging to full time water access residents. This solution would address the underlying concerns the municipality has with regards to parking without unduly restricting the rights and activities of lake residents and balance the needs of the various users of the municipal parking areas.

We appreciate your attention to this matter and trust that you will carefully consider the implications of the bylaw trailer restrictions on the residents of our lake community.

Respectfully,

Carol Marks and Jim Ellis


rec'd June 04/24



Parry Sound Downtown Business Association
52 Seguin Street, Parry Sound, ON P2A 1B4
(705) 746-6426

Hello Mayor Comrie & Council,

Parry Sound Downtown Business Associations' Board of Directors and volunteer Events Committee wishes to express their sincere gratitude for your \$1,000 contribution in support of Parry Sound's First Annual Maple Syrup Festival on May 4, 2024, and for Mayor Comrie's participation as a judge in the butter tart contest.

We are grateful for your generosity and trust in our organization and look forward to future collaborations.

Sincerely,



April Denman
Executive Director
Parry Sound Downtown Business Association

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

Dear Members of Council and Members of the WPSRCC Board:

I kindly request that the heads of council please include this as correspondence to their respective councils.

The proceedings at the May 8th Pool Board meeting make clear that the Board now recognizes the urgent need for additional funding, the financial and legal constraints it has created to preclude borrowing, and consequently, the increased risk of project insolvency. Yet, it continues to increase the risk of litigation and the amount of potential damages by proceeding to tender about \$15MM of contracts while also making decisions that continue to increase costs. The failure of the Board to take appropriate action to reduce insolvency risk and limit potential losses (which could far exceed \$15MM) shows a disregard of the adverse financial consequences facing the municipalities and their ratepayers. Either another \$13MM in capital funding should be injected immediately or the Project should be scaled back significantly (or cancelled). If additional capital contributions are sought, the Board should place the full burden on the Town of Parry Sound and Township of Seguin.

Those two Board members bear most of the responsibility for the present situation. Therefore, they alone should fund all costs beyond the originally proposed \$32MM in capital and any amounts above and in addition to the operating deficit funding limit of \$350K (i.e., previously undisclosed administrative costs, additions to the site, and capital replacement reserves). This would be entirely fair given the way the project was represented in the first place, the apparently coercive actions of certain elected officials, and the material changes to project scope. Furthermore, these two partners are contributing far less than their fair shares relative to expected usage and benefits, and it is time to fix this inequitable arrangement.

Bait and Switch Times Two?

The mayors of Seguin and Parry Sound are responsible for driving the expansion of the project from a four-lane recreational pool to a six-lane competition facility. In a 2022 meeting, the Board voted against a motion from Mayor MacDiarmid to expand the facility, most likely keeping in mind that the 2020 wish-list survey of residents found that 90% of the respondents were interested in recreational uses with only 5% interested in competitive swimming and 5% interested in other uses. In 2023, MacDiarmid convinced the Board to change its position by finding a small fraction of the West Parry Sound community (about 0.4%) to write letters requesting a six-lane pool and by making the unfounded claim that fund-raising could cover the additional capital and operating costs. Seguin's mayor represented to the Board that she could raise \$5MM by last September and another \$5MM for an endowment shortly thereafter (\$12-15MM would actually be required for an adequate endowment). To date, only about \$50K has been raised, which includes donations from Seguin Township (a clear indication that there is no broad-based support for the project).

Parry Sound's Mayor McGarvey encouraged and fully supported this substantive and material change to the project despite being advised by the YMCA that a six-lane pool would only be sustainable in areas with

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

populations exceeding 30,000 (the catchment area population of WPS is less than 18,000). That decision not only raised the total cost significantly but also likely nullified the JMSB agreement, allowing McKellar to leave the Board and opening the door for any other municipal to do the same. Mayors MacDiarmid and McGarvey are fully responsible for this ill-considered, material, and unfunded project expansion. It is now critical that Seguin and Parry Sound step up and pay for their actions.

The seven municipalities supported the initial proposal for a four-lane recreational pool at a capital cost of \$32MM and with an annual support payment of \$300K for an expected operating deficit. None of the municipalities ever surveyed their residents about this proposal with the exception of Whitestone. When Whitestone found that 84% of its residents were opposed to the project, the township declined to join the Board (over 325 residents responded, highly statistically significant). The residents of Carling, McKellar, and Seguin would almost certainly have been opposed in a similarly overwhelming proportion especially if they had been made aware of the full, most likely costs and membership revenues. In conversations from 2019 to 2022 with a number of area council members and from information obtained under a FOI request, I learned that that there was a great deal of concern about the size of the project and the reliability of the proposal's usage and financial projections. Also, in reality, there was no broad-based support amongst the ratepayers in any of the outlying municipalities and a significant amount of opposition, locally, by those who were aware of the project. So, what happened to convince six of the seven councils to ignore their ratepayers? Who is responsible for compelling those municipalities with legitimate concerns to cast those aside and proceed anyway and then to agree to a major expansion of the project (with the exception now of McKellar)?

Hoodwinked

The information and evidence provided to me and others seem to indicate clearly that the municipalities were hoodwinked and coerced into supporting the initial proposal and that Parry Sound's representatives and Seguin's mayor were the primary drivers of the scheme. A number of area residents with decades of relevant experience and expertise advised the Pool Committee and the municipalities that the proposal's financial and usage projections were significantly misstated and incomplete. Whereas, the proposal included annual ongoing support costs of only \$300K, the Board was formed with an agreement requiring at least \$1.3MM in annual costs with other unrealistic and incomplete cost and revenue projections taking the most likely fully-loaded annual burden to the municipal partners to well over \$3MM a year (\$5MM including financing costs). The municipalities initially came on board because the proposal's costs were thought to be manageable but at the limits of affordability—which is why the JMSB agreement contains hard limits of \$32MM on capital and \$350K per year on the operating deficit, limits that cannot be changed without unanimous consent.

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

Those questionable financial projections appear almost certainly to have been deliberately incomplete and manufactured. This is the opinion of a number of area residents and members of council including, significantly, the former mayor of McKellar, who wrote this in a May 2020 memo to Chairman Sanderson: “You seriously need to give your head a shake regarding your current unaffordable, unrealistic and manipulative approach to making a new pool a reality in WPS.” The proposal was drafted by the Steering Committee under the direction of Parry Sound’s CAO and heavily promoted by Seguin. It seems only fair, then, that Seguin and the Town bear most of the responsibility for dealing with the fallout from their actions.

Coerced

Those actions also seem to include complicity in the undue and unethical pressure that MPP Miller brought to bear on the outlying municipalities in order to convince them to accept the proposal. According to a number of area council members (in recorded calls), Miller threatened to amalgamate uncooperative municipalities and to block their access to the usual provincial grant programs. His intimidating presence at a critical September 2021 Pool Committee meeting and at Carling council’s meeting to consider joining the Board spoke volumes: get on board or else. Whitestone mayor George Comrie posted this on his website: “From a return on investment point of view, Whitestone’s commitment of the \$250K capital funding (to the Pool project)...yielded an excellent return, since later that year we received a total of \$600K in funding...**funding that we would certainly not have received had we declined to support the pool project (my emphasis added).**”

In August last year, Mayors MacDiarmid and McGarvey made a transparent and misguided attempt to apply the same inappropriate and disrespectful pressure on their neighbours by meeting with the Minister of Municipal Affairs and Housing to discuss potential amalgamation. This seems to have been their plan to deal with the likelihood of one or more of the other partners leaving this substantively different, much larger, and much more expensive project: coercion seems to have worked the first time, why not try again? (Did MacDiarmid also really threaten to withdraw Seguin’s support?) The results of such machinations are now affecting the project’s viability, and, again, those responsible should be required to bear the consequences.

The End Results

The Board seems intent on borrowing \$13MM to cover the increased project cost and the cost overages now being realized (see below); yet, the members heard on May 8th that Infrastructure Ontario (IO) will not lend to the Board. Furthermore, the Board also now seems to realize that it will not find any other lender because it has no viable credit capacity--the Board will have no tangible assets and no way to repay any loan. It therefore is asking the partner municipalities to become its lenders. Some of the partners have seen through this and have realized that this would be no different than providing increased capital contributions (more than double their original contributions of \$9MM) since it is almost certain that the loans would

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

never be repaid. This looks like a deceptive and underhanded move by the Board to obtain more capital funding through the backdoor (the JMSB agreement specifically limits the capital cost to \$32MM). Carling seems to understand this and recently sent the message that the Board should find its own lender. Carling is doing the right thing by not condoning such behaviour and by placing the funding burden where it belongs.

The Town of Parry Sound through its head of the Steering Committee appears to have concocted this latest scheme. If so, then it would be responsible for creating the bind in which the Board finds itself—not being able to find willing lenders. The whole structure of the Board was directed by the Steering Committee, including the creation of a balance sheet that will eventually have almost no assets other than a \$2MM loan to the Town (for the site purchase). The Steering Committee is also responsible for characterizing the line of credit as needed for cash management purposes (i.e., working capital). Because of those two factors, the Board does not qualify for a loan under IO’s municipal lending program. According to the attached policy, IO will not provide loans for working capital purposes. If the Steering Committee had characterized the credit facility based on its true most likely purpose (i.e., capital financing), then perhaps it would have qualified for consideration. These various maneuvers throughout the project have resulted in serious financial constraints, and the Town of Parry Sound bears almost all of the responsibility. (Has the CRA started an audit of the charitable donation scheme on the land deal?) Once again, the Town should be held fully accountable.

Fix the Cost-sharing Inequity

The need for additional funding is clear and urgent unless the project is scaled back significantly. With no external lenders likely willing to extend credit, the Board can only approach the municipalities and request increased capital contributions. It certainly has no legal means to compel any of the municipalities to do so because the JMSB agreement was essentially nullified by the change in project scope and also recently by the amendment to permit borrowing, another material and substantive change (not to mention the fact that some of the partners signed under duress).

If the Board were to pursue legal action against any partner, it would undoubtedly fail. Furthermore, all of the various machinations and “manipulations” would become public knowledge through the discovery process (the mayors would for sure be deposed). I would certainly provide evidence in support of any respondent, which would include recorded phone calls, emails, forensic analysis, and detailed contemporaneous notes. Such disclosures would also likely spur a few lawsuits amongst some of the project participants given the defamatory and disparaging remarks made to me about other participants in various phone conversations.

There appears, then, to be an urgent need to renegotiate the JMSB agreement and change the cost-sharing arrangements such that the bulk of all incremental capital costs and operating deficits are funded by Parry

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

Sound and Seguin. At a minimum, the Board will need to determine which municipalities will make up for the limiting actions of McKellar, Whitestone, and Carling (potentially). The original cost-sharing formula overweighted factors effecting the outlying municipalities like McKellar, Carling, Whitestone, and The Archipelago by double-counting the impact of the seasonal residents (who pay the majority of taxes and would be least likely to use the facility). Also, according to the Pool Committee's Proposal, Seguin's share was reduced by 50% because of the proximity of half its population to the Huntsville facility. It's time to fix this and place responsibility where it belongs.

Stop Increasing Costs

In the meantime, the Board should cease its tendering activities and consider downsizing the plan in light of the overruns presently being experienced. The update provided in the May 8th meeting on site preparations indicate that contract will be over budget by about \$200-300K (contaminated soil, more material to extract, and blasting) or 10-15% on that \$1.9MM contract. The quotes received on the next \$5MM of contracts (for consideration at the special meeting of the Board on June 5th) puts those contracts over budget from the outset. It looks like the drywall contract is over budget by 33% and the mechanicals contract by 17%. If the Board is intent on always choosing the lowest quote, without protections, it will almost for certain be paying substantial amounts for changes, upgrades, and additional unexpected work items (as has already been experienced on the very first contract). So, the project is on track for overruns in the order of 20-25% on average. Apply that to the entire project cost and include the unexpected \$2MM cost for the land, and the updated cost projection should be close to \$42-45MM (and it seems that is why the line of credit required is \$13MM).

The Board should certainly also reconsider the decision to go with a liner system and "vacuum sand" filtration. Ross Lister of Whitestone has over 30 years' experience with building public pools and asked that I pass along his comments based on the discussions at the March and April meetings.

With respect to the tank:

"Nobody uses Natare systems. Myrtha is the shell system of choice and then a high rate sand filtration system. Vacuum sand is not the correct system for a commercial pool, space requirements, maintenance, humidity into the building that causes structural degradation, a pure advertising.

Concrete does not require re-grouting every 5 years with proper chemical balance. I have never experienced a pool shifting and crack in 30 years.

The Natare system is proprietary so no open bid as a concrete/sand system would allow.

Concrete will last 50 plus years, the additives in the vinyl attached to the panel will break down and lead to problems in 15-20 years if they are lucky.

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

The Natara system requires a concrete slab that it is assembled on and a service tunnel around the entire pool for assembly. The deck becomes a floating deck requiring extra cost and engineering. they also require a device space the entire perimeter of the pool that increases cost vs concrete and back fill or a modest piping access space.”

With respect to filtration and operating costs:

“The vacuum sand system is not “modern “ as one member of the board referred to it. Vacuum sand is one of the oldest filtration systems used for water treatment. Most water treatment plant operate using these systems. A vacuum sand system operates at a filtration rate of 1.5 to 2 gpm/sqft vs a high rate pressure sand system that operates at a rate of 12 gpm./sqftThis is a huge space savings when you “think” about it.

Burying a filtration tank is a guarantee for future high cost for replacement/repair costs. Swimming pools are full of corrosive chemicals, problematic water balance stray electrical currents that cause electrolysis even in stainless steel. A pin hole at a welded joint once buried will be very difficult to deal with yet alone a complete replacement which should be budgeted for in 25 years.

Vacuum sand does not deliver better water quality then (sic) high rate pressure. The micron removal is a function of the Van der Waal electro-static attraction of contaminates to the sand and the surface filtration that a standard .45-.55 sand filter provides. Both the vacuum and pressure system use the same sand.

There will be no water savings as to backwash filter sand requires a rate of 12-15 gom/sqft to fluidize the bed to remove the particulate from the sand.

The...question was about chemical use as that is purely a function of bather load and external contaminants that each bather introduces into the pool. A swim meet...with the swimmers exerting themselves and agitating the water results in higher chemical demand.”

Based on this expert’s observations, it appears that the Board is increasing both upfront costs and ongoing operating costs. Mr. Lister also makes a very good point about the competitive bidding process being bypassed. Does this not violate each municipality’s procurement policies? Would the decision not be subject to votes in council? You should probably seek independent advice on this important component.

The Board’s decision to reconfigure the space to reduce the fitness area in order to accommodate bleachers in the gym will very likely reduce membership levels. The YMCA has advised you of that impact because the fitness areas attract about twice as many members as the pool (essentially the fitness area subsidizes the pool). Similarly, Mayor MacDiarmid’s contention that swim teams contribute much more revenue is simply unsupported. The YMCA advised the Board that swim meets do not bring much revenue to the facility. The

Robin Plumb

June 4, 2024

West Parry Sound Municipal Councils via the Heads of Council
[Delivered by email on June 4, 2024 with one additional attachment]

Subject: Parry Sound Pool – Critical Funding Shortfall

swim team itself will most likely result in lower membership revenues not higher because its members will in all likelihood receive group discounts. There appear to be two approaches applied by aquatics centres to swim clubs in Ontario. One requires swim club members to join the facility at regular membership rates, and the other provides for the swim club to pay a membership fee to the facility allowing its members to use the facility. Where is the Mayor's support for these statements? Seguin should be held accountable for the consequences of their mayor's actions to increase the size of the project and its now excessive expected annual operating deficits.

Urgent Action Now

As mentioned, it seems that the Board has recognized the urgent need for additional committed funding but is not facing reality. McKellar, Whitestone, and now, apparently, Carling townships have understood that the project is not what was presented to them and is not the project as stipulated in the JMSB or the side agreement with Whitestone. It is an entirely different project and therefore should be approached as such. The Board partners must either renegotiate the JMSB agreement or negotiate a completely new agreement with the Town of Parry Sound and Township of Seguin at least doubling their shares. Without an increase in capital contributions (from \$9MM to \$22MM), the project is almost certainly headed for insolvency during construction. This would be a financial disaster because the municipalities would not only be required to payout the full value of contracts but also be required to repay any grant funds received. These amounts could actually exceed the original project cost of \$32MM because of penalties and legal costs.

I urge you to take these issues seriously and do something soon to limit the risks and potential damages.

Yours truly,

Robin Plumb

Cc: MPP Smith; Minister Surma

Loan Program Guidelines

MUNICIPALITIES

ELIGIBLE APPLICANTS

All Ontario Municipalities are eligible to apply for a loan from Infrastructure Ontario.

ELIGIBLE PROJECTS

Infrastructure Ontario's Loan Program provides affordable long-term financing for all capital expenditures. Financing is not available for working capital needs.

ONLINE APPLICATION PROCESS

- Register for a Webloans username and password by contacting Infrastructure Ontario at 1-800-230-0937
- Complete an online application form
- Submit application and all required supporting documents

TERMS AND RATES

Clients may select repayment terms of 5 to 30 years; but in any event, the repayment period must not exceed the expected life of the capital asset. The loan interest rate varies with the term of the loan (i.e., a 10 year loan term would have a different rate than a 30 year loan).

Borrowers can access our lending rates by contacting their Relationship Manager who will provide an indicative rate, as well as answer any financing questions. Loan applications are subject to pricing based on the borrower's market sector.

Infrastructure Ontario reserves the right to withdraw applications if they become inactive for more than one year after the date of submission.

LEGAL AND CREDIT REVIEW

Once the application is complete and has been submitted, Infrastructure Ontario will undertake a legal and credit review. Infrastructure Ontario relies on data obtained from financial statements and other materials provided as part of the application process to complete the reviews.

A legal review is conducted to ensure that the borrower has the requisite authority to borrow from Infrastructure Ontario. Any pending, existing or threatening litigation that may impair the borrower's ability to meet its debt obligations is also reviewed.

A credit review assesses each borrower's ability to repay the loan.

Once the reviews are complete and approved, applicants are notified. The application process typically takes 6-8 weeks from Infrastructure Ontario's receipt of a complete application, including all supporting documentation.

Loan Program Guidelines

FINANCING AGREEMENT

After successfully completing the legal and credit reviews, a Financing Agreement is drafted for review and execution by both parties.

After the Financing Agreement has been executed and expenditures have been incurred, a short-term advance may be requested. Or, if the project is substantially complete, clients may wish to begin the debenture process. Amounts taken as short-term advances are typically converted to a long-term debenture upon completion of the project.

TYPES OF FINANCING

Long-Term Financing

Infrastructure Ontario will purchase a debenture from the client for up to the approved amount of the loan as per the Financing Agreement on an agreed upon date. Principal and interest payments are payable biannually with the first payment due six months after the date of purchase. The interest rate is fixed for the entire term of the loan. Debentures close on the 1st and 15th of every month.

Infrastructure Ontario offers both amortizing and serial debentures to clients. With amortizing debentures borrowers pay equal amounts of blended principal and interest every six months. Alternately, with serial debentures borrowers pay equal amounts of principal every six months and interest is calculated on the declining balance.

Short-Term or Construction Financing

Short-term (construction) financing is available to clients during the construction period of an approved project based on incurred costs. Interest is calculated and payable monthly on the 1st day of each month based on the applicable short-term rates. Short-term advances are processed on the 1st and 15th of every month and Infrastructure Ontario requires five business days notice to process a payment.

Note: Proceeds of the loan are advanced after a Financing Agreement has been executed and expenditures have been incurred.

DEFAULT

In the event that a borrower misses a scheduled payment, penalty interest will be charged on the amount outstanding. Infrastructure Ontario has the right, at its discretion, to terminate the Financing Agreement if a borrower remains in default of its obligations.

In addition, in the event of a default Infrastructure Ontario is authorized to request the Minister of Finance to intercept, on Infrastructure Ontario's behalf, certain amounts payable to the borrower by the Province.

CONTACT INFORMATION

If you have any questions regarding Infrastructure Ontario's Loan Program or would like clarification on guidelines or eligibility, please visit us online, or contact an Infrastructure Ontario representative any time.

Telephone (Toronto): 416-212-3451

Toll-free Telephone: 1-800-230-0937

Email: loans@infrastructureontario.ca



Magnatawan Pioneer Association
4109 Bridgeport Drive, Jordan Station, Ontario, L0R1S0
Info.bolgerbound@gmail.com

Subject: Bolger Landing Security Camera

Date: June 14th, 2024

To Whitestone Council and Staff

- Mayor Comrie
- Councillor Nash
- Councillor Woods
- Councillor Bray
- Councillor Lamb
- Michelle Hendry – CAO
- Dave Creason – Manager Public Works

Dear All.

The cottage association, Magnatawan Pioneer Association provided a camera for safety and security of the users at the Bolger Landing since 2021, but In the Fall of 2022 the Counsel demanded we take down the security camera.

Resolution No 2022-417 moved by Councillor Scott Nash and Seconded by Councillor Brian Woods. December 5, 2022, Removal of privately installed camera at Bolger Landing within **5 days.**

The camera was removed as ordered, as well as the signage that stated the area was under video surveillance.

In this e-mail addressed to Kelvin Williamson from Michelle Hendry Chief Administrative Officer Municipality of Whitestone, recommended that MPA make a request to the Municipality for continued use of the camera. She states “that will fulfill the obligations of the agreement regarding the Municipality approving



rules of operations. I don't expect there would be any issue with the approval of the request."

This request was sent November 25, 2022, in accordance with MPA Official Agreement dated Sept 22, 2022.

This request was denied, and

1. I am sad to report that multiple thefts are now occurring at the landing and cottagers are being robbed of boating equipment and gas. As you know there is the value of property being stolen, but also the aspect is that without a return trip to Parry Sound (4 hours) to purchase essential equipment/gas to get into our property in Whitestone and its associated COST.
2. The association is also concerned for the personal safety of our members as the camera provided this sense of additional security when it was in place
3. Police reports have been filed regarding the theft

The MPA request that the Municipality of Whitestone provide the same level of security that was in place before ordering the camera removed.

Cameras are commonplace now, and in fact the municipality is using them at other locations to provide a well accepted security practice.

Police ask for assistance resolving crimes by asking for any available video. In light of the recent thefts at the secluded Bolger Landing, I am hopeful that our councillors can re-visit their resolution.

The Board of Directors of the MPA endorse having a security camera for their membership – the membership makes up of 91% of the property ownership in the Bolger area.

Best Regards

Kelvin Williamson
President Magnatawan Pioneer Association
Info.bolgerbound@gmail.com
Cell: 647-801-4109

**Ministry of
Municipal Affairs and Housing**

Planning Policy Branch
777 Bay Street, 13th Floor
Toronto ON M5G 2E5
Tel. 416-585-6014

**Ministère des
Affaires municipales et du Logement**

Direction des politiques d'aménagement
777, rue Bay, 13^e étage
Toronto ON M5G 2E5
Tél. 416-585-6014



Date: July 3, 2024

Subject: **Planning Act and Development Charges Act Regulations related to the
*Cutting Red Tape to Build More Homes Act, 2024 (Bill 185)***

I am writing to provide an update on regulations under the *Planning Act and Development Charges Act, 1997* related to the *Cutting Red Tape to Build More Homes Act, 2024*.

The *Planning Act and Development Charges Act, 1997* regulations came into effect on July 1, 2024.

Changes made include:

- modernizing public notice requirements and providing municipalities with the ability to provide notice in respect of the above matters on a municipal website if there is no local print newspaper available
- consequential amendments to remove requirements for certain statements regarding appeal rights to be included in public notices
- consequential changes to ensure notice is provided to nearby public hospitals and airports
- housekeeping amendments for the removal of spent provisions related to DC exemptions for additional residential units and the prescribed amount of time for the DC freeze period

You can view copies of the amending *Planning Act* regulations on Ontario's e-Laws website:

- [Ontario Regulation 285/24](#) – amending Ontario Regulation 543/06 “Official Plans and Plan Amendments”
- [Ontario Regulation 286/24](#) – amending Ontario Regulation 545/06 “Zoning By-Laws, Holding By-Laws and Interim Control By-Laws”
- [Ontario Regulation 287/24](#) – amending Ontario Regulation 544/06 “Plans of Subdivision”
- [Ontario Regulation 288/24](#) – amending Ontario Regulation 197/96 “Consent Applications”
- [Ontario Regulation 289/24](#) – amending Ontario Regulation 200/96 “Minor Variance Applications”

- [Ontario Regulation 290/24](#) – amending Ontario Regulation 509/20 – “Community Benefits Charges and Parkland”
- [Ontario Regulation 291/24](#) – amending Ontario Regulation 549/06 “Prescribed Time Period – Subsections 51 (52.4) of the Act”

You can view copies of the amending Development Charges Act, 1997 regulations on Ontario’s e-Laws website:

- [Ontario Regulation 279/24](#) – amending Ontario Regulation 82/98 – “General”

If you have any questions about the changes to the land use planning and appeal system, including the *Planning Act* regulatory changes, please email PlanningConsultation@ontario.ca.

If you have any questions about the changes to the *Development Charges Act, 1997*, including the regulatory changes related to public notice requirements under the Act and other matters, please email MFPB@ontario.ca.

Sincerely,

Laura Evangelista, Director
Provincial Policy Branch
Ministry of Municipal Affairs

Ruchi Parkash, Director
Municipal Finance Policy Branch
Ministry of Municipal Affairs