



The Corporation of the Municipality of Whitestone

**Agenda of Regular Council Meeting
Tuesday January 18, 2022**

Join Zoom Meeting **(Video)**
<https://us02web.zoom.us/j/88560526925>

Meeting ID: 885 6052 6925 **(Phone Call Only)**
Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 885 6052 6925 #

1. **Call to Order and Roll Call** **5:00 p.m.**

2. **Disclosure of Pecuniary Interest**

3. **Closed Session**

Adjourn to Closed Session ®

3.1 Closed Session Meeting Minutes for the Special Council meeting of December 8, 2021 and the Regular Council meeting of December 13, 2021.

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

- Human Resources matters

Reconvene to Open Session ®

RECESS

Open Session

4. **Call to Order and Roll Call** **6:30 p.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.

5. Disclosure of Pecuniary Interest

6. Approval of Agenda ®

7. Presentations and Delegations

7.1 Harold Elston, Integrity Commissioner
Report on the Matter of Councillor Lamb vs. Mayor Comrie

7.2 Rotary Club of West Parry Sound
Update on Activities

Matters arising from Presentations and Delegations

8. Planning Items - None

9. Public Meeting - None

10. 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.

10.1 Council and Committee Meeting Minutes
10.1.1 Special Council Minutes for the meeting of December 8, 2021 and the Regular Council Minutes for the meeting of December 13, 2021.

10.2 Unfinished Business (listed on page 4)

10.3 Bottle Shed Revenue Reports
10.3.1 York Street Landfill Site
10.3.2 Aulds Road Landfill Site

Matters Arising from Consent Agenda

11. Accounts Payable

11.1 Accounts Payable ®

12. Staff Reports

12.1 Staff Presentation
2021 – A year in review ®
12.2 Staff Report
Whitestone Fire Rescue Annual Statistic Report 2021 ®

- 12.3 Staff Report ADMIN-2022-01
Joint Compliance Audit Committee ®
- 12.4 Staff Report ADMIN-2022-02
Accountability, Transparency, and Openness Policy ®
- 12.5 Staff Report ADMIN-2022-03
Use of Corporate Resources for Election Purposes Policy ®
- 12.6 Staff Memo and Communication Strategy Update ®

13. By-Laws

- 13.1 By-law 05-2022, being a By-law to authorize borrowing from time to time to meet expenditures during the fiscal year ending December 31, 2022 ®
- 13.2 By-law 06-2022, being a By-law to levy certain interim rates, taxes and charges for the year 2022 ®
- 13.3 By-law 07-2022, being a By-law to set tax ratios for municipal purposes for 2022 ®
- 13.4 By-law 08-2022, being a By-law to establish a Joint Compliance Audit Committee ®
- 13.5 By-law 09-2022, being a By-law to update the Fees and Services By-law ®
- 13.6 By-law 10-2022, being a By-law to appoint a By-law Enforcement Officer ®
- 13.7 By-law 11-2022 Accountability, Transparency, and Openness Policy ®
- 13.8 By-law 12-2022 Use of Corporate Resources for Election Purposes Policy ®

14. Business Matters

- 14.1 ICECAP Membership
 - 14.1.1 Local Governments for Sustainability Resolution – Partners for Climate Protection Program ®
- 14.2 Nursing Station Update ®

15. Correspondence

Matters Arising from Correspondence

16. Councillor Items

17. Questions from the Public

18. Confirming By-law ®

19. Adjournment ®

Unfinished Business

1	<p>Official Plan Amendment (OPA) Number 2</p> <p>Private Road Development Land uses on vacant lots and Trailers and Campers</p>	<p>A Public Meeting on these matters was held September 30, 2021.</p> <p>Municipal Planner John Jackson will review comments and correspondence received and provided a report back to Council in the near future.</p> <p>A report to Council is expected in February 2022.</p>
2	Animal and Bird Control By-law	<p>Referred to Whitestone Agricultural Advisory Committee (April 2019.)</p> <p>Update on this matter as of March 16, 2020: A proposed/draft By-Law currently under review by the By-Law Enforcement Officers (March 2020) and the Committee.</p>
3	Review of By-Law 20-2014 (being a By-Law for the licensing, regulating/governing of rental units in Whitestone)	<p>Per Council direction on March 15, 2021 an Ad Hoc Committee was formed with the following members:</p> <ul style="list-style-type: none"> • Councillor Joe McEwen • Councillor Joe Lamb • By-Law Enforcement Officer, Paul Rossiter • Paula Macri, Planning Assistant <p>First meeting April 16, 2021; committee work ongoing. By-law with the intent of the Rental Unit By-law. Committee work is ongoing.</p>
4	Review of By-Law 42-2005 (being a By-law for the regulating of dogs within the Municipality of Whitestone)	<p>Per Council direction on March 15, 2021 an Ad Hoc Committee was formed with the following members:</p> <ul style="list-style-type: none"> • Councillor Joe Lamb • Councillor Brian Woods • By-Law Enforcement Officer, Paul Rossiter • Judith Meyntz, Deputy Clerk <p>At the December 13, 2021 Council meeting, the By-law was deferred in order to obtain more information on enforcing Municipal By-laws on Crown Land.</p>

Correspondence

(listed in the order they were received by the Clerks Department)

- A. Town of Penetanguishene Police Services Board letter regarding rates of recidivism dated December 7, 2021.
- B. Steve Waller email regarding Victoria Cross Endorsement dated December 1, 2021.
- C. Municipal Property Assessment Corp (MPAC) Assessment Change Summary.
- D. Tay Valley Township resolution regarding Province-wide assessment update dated December 15, 2021.
- E. Ministry of Municipal Affairs and Housing letter regarding Bill 13, the Supporting People and Businesses Act, 2021.
- F. West Parry Sound Economic Development Media Release dated January 8, 2022.
- G. Ministry of Municipal Affairs and Housing Memo regarding the Omicron Variant of COVID-19 dated January 7, 2022.
- H. Ministry of Northern Development, Mines, Natural Resources and Forestry letter regarding regulatory changes under the Aggregate Resources Act.
- I. Lorimer Lake Association – concerns regarding Lorimer Lake Resort
- J. Wetland destruction on Lorimer Lake – letter from Janice Gilbert, PhD, Wetland Ecologist
- K. Scott Nash request and petition for Dock at Gooseneck Lake boat launch

PRESENTATIONS AND DELEGATIONS

MUNICIPALITY OF WHITESTONE
INTEGRITY COMMISSIONER'S REPORT
H.G. ELSTON

Citation: Councillor Lamb v. Mayor Comrie
Date: January 11, 2022

**REPORT ON THE MATTER OF A COMPLAINT AGAINST
MAYOR GEORGE COMRIE**

Notice: Municipal Integrity Commissioners conduct inquiries and provide reports on their findings to their respective municipal councils. They may make recommendations for the imposition of a penalty or other remedial action to the municipal council. Reference should be made to the minutes of the municipal council meeting where the Commissioner's report was presented, to obtain information about council's consideration of each report. When possible, a link to the relevant municipal council minutes is provided.

[Link to Council Decision]

BACKGROUND

1. The planning authority for the Municipality of Whitestone is the Parry Sound Area Planning Board (the "Planning Board"). Upon receipt of an application for approval under the *Planning Act* and before the application is considered by the Planning Board, the Secretary of the Planning Board forwards the application, along with a report and recommendations, to Whitestone, for comment.

2. At Whitestone, the matter is presented to the Committee of the Whole (the "COW"), where Members of Council or the public may ask questions. The applicant is also invited to speak and answer questions. Following the discussion, Council goes back into regular session, and a resolution with respect to the application is passed. The Planning Board is not bound by the resolutions of the COW or Council.

3. This past summer, one such application was made by the Mayor of Whitestone, George Comrie, on behalf of himself, his spouse, Joan Evans, the Comrie Family Trust, and members of the Red Gate Lane Association (Consent Application No.: B36/2021(W)) (the “Consent Application”).

4. The purpose of the Consent Application was to create a legal right of way connecting Wah-Wash-Kesh Road to Red Gate Lane to replace the existing access licensing arrangement, which had been in place for many years. The right of way crosses lands owned by the Comrie Family Trust, George Comrie and Joan Evans, and would be for the benefit of the owners of six of the seven lots in a plan of subdivision along the shore of Lake Wahwashkesh. In effect, the Consent Application would provide legal access over land to the seven technically water access lots.

5. Mayor Comrie and his spouse own two of the six lots in the subdivision. As well, the other owners of the benefitting lots will pay fees to the road association, a portion of which will be distributed to the Comrie Family Trust and to Mayor Comrie and his spouse as compensation for granting the rights of way across their property.

6. The Consent Application was considered at a Regular Council Meeting on September 21, 2021. At the presentation of the Consent Application, Mayor Comrie disclosed a pecuniary interest in the matter of the Consent Application. He also signed and filed the following written “Declaration of Interest” with the Whitestone Clerk/Chief Administrative Officer, as required by the *Municipal Conflict of Interest Act*: “I am an owner of properties that are the subject of a consent application under the Ontario Planning Act.”

7. Notwithstanding his interest in the matter, and much to the astonishment of some Members of Council and the public, Mayor Comrie continued to chair the meeting and, at one point, answered a question from a member of the public. When the matter came out of the COW and into Council, Mayor Comrie continued as Chair and read the motion to support the Consent Application.

8. On October 7, 2021, I received a complaint from Whitestone Councillor Joe Lamb that Mayor Comrie had contravened the Code of Conduct and the *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50, as amended (the “MCIA”) by participating in the discussion before Council.

9. In his response to the complaint, Mayor Comrie argues that:

- 1) In the interest of transparency, he declared an interest and refrained from speaking to or voting on the related resolution;
- 2) The PSAPB is not bound by the resolutions of Whitestone council;
- 3) The Consent Application is an administrative matter that is consistent with good planning, provincial policy and municipal policy;
- 4) The arrangement is the consummation of a plan that was approved by Whitestone Council some ten years ago when it was agreed to close and sell what was a landlocked and unusable road allowance to the owners of the properties that would benefit from it, who in turn surrendered their individual rights of first refusal to acquire their portions of it in favour of creating a shared driveway to which they would have rights through membership in a road corporation. Council of the day understood what the plan was and agreed that it was in the public interest, as he asserts it still is.
- 5) He felt compelled to clarify that the subdivision lots and shared driveway pre-exist the Municipality and that no further development is possible (in order to preclude any misimpression on the part of the public that he was somehow trying to do an end run around the Official Plan);
- 6) When the motion to support the application came up subsequently in regular session, he abstained from speaking to it and voting on it; and
- 7) It was supported unanimously by his Council colleagues, including Councillor Lamb.

THE MCIA

10. I will begin with the basic premise of the MCIA, as it applies to these facts. If Mayor Comrie has a direct or indirect pecuniary interest in the Consent Application, he was disqualified by section 5 of the MCIA from participating in its consideration of the Consent Application at Council, unless his participation is excused by one of the exceptions to this rule in section 4 of the MCIA.

11. Section 5 of the MCIA states:

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

(a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;

(b) shall not take part in the discussion of, or vote on any question in respect of the matter; and

(c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

12. While the MCIA does not define a “pecuniary interest” it is universally accepted to be a financial or monetary interest.

13. Section 4 of the MCIA provides that:

4. Sections 5 and 5.2 do not apply to a pecuniary interest in any matter that a member may have,

(a) as a user of any public utility service supplied to the member by the municipality or local board in like manner and subject to the like conditions as are applicable in the case of persons who are not members;

(b) by reason of the member being entitled to receive on terms common to other persons any service or commodity or any subsidy, loan or other such benefit offered by the municipality or local board;

(c) by reason of the member purchasing or owning a debenture of the municipality or local board;

(d) by reason of the member having made a deposit with the municipality or local board, the whole or part of which is or may be returnable to the member in like manner as such a deposit is or may be returnable to all other electors;

(e) by reason of having an interest in any property affected by a work under the *Drainage Act* or by a work under a regulation made under Part XII of the *Municipal Act, 2001* or Part IX of the *City of Toronto Act, 2006*, as the case may be, relating to local improvements;

(f) by reason of having an interest in farm lands that are exempted from taxation for certain expenditures under the *Assessment Act*;

(g) by reason of the member being eligible for election or appointment to fill a vacancy, office or position in the council or local board when the council or local board is empowered or required by any general or special Act to fill such vacancy, office or position;

(h) by reason only of the member being a director or senior officer of a corporation incorporated for the purpose of carrying on business for and on behalf of the municipality or local board or by reason only of the member being a member of a board, commission, or other body as an appointee of a council or local board;

(i) in respect of an allowance for attendance at meetings, or any other allowance, honorarium, remuneration, salary or benefit to which the member may be entitled by reason of being a member or as a member of a volunteer fire brigade, as the case may be;

(j) by reason of the member having a pecuniary interest which is an interest in common with electors generally; or

(k) by reason only of an interest of the member which is so remote or insignificant in its nature that it cannot reasonably be regarded as likely to influence the member.

THE CODE OF CONDUCT

14. A key statement of principle that underlines the Code is that “Members must be committed to performing their functions with integrity, avoiding the improper use of the influence of their office, and conflicts of interest”.

15. Policy 11 of the Code deals with the improper use of influence. Policy 11.2 provides that: “No Member shall use their office or position to influence or attempt to influence the decision of any other person, for the Member’s private advantage, the private advantage

of the Member's parent, child, spouse, staff member, friend or associate, business or otherwise or the disadvantage of others.”

ANALYSIS

16. While it is true that Mayor Comrie disclosed an interest in the matter before Council, and did not vote on it, there is more to section 5 than acknowledging an interest and not voting. Section 5 clearly prohibits taking part in the discussion of the matter and attempting, in any way, to influence the voting on the matter.

17. Although I accept Mayor Comrie's statement that he felt compelled to clarify that the granting of the permission he sought would not result in further development, in my view, his intervention still constitutes “taking part in the discussion”. It could also be considered to have been made as a way of trying to influence the vote.

18. The MCI A provides no exception for participation that is of a benign nature and offered to correct a fact or clarify the matter. In the same way, the Act forbids participation where there is a pecuniary interest, even though the matter is administrative, represents good planning, or is passed unanimously.

19. I have also considered the fact that the Planning Board is not bound by the position of Whitestone Council. In other words, if the matter before Council was merely perfunctory, presented for information purposes only with no chance of influencing the ultimate decision of the Planning Board, does section 5 even apply? I think it does.

20. Mayor Comrie had a pecuniary interest in the matter, both because he and his spouse own two of the lots and because of the compensation he will receive in exchange for the rights of way. He was present at the meeting of the Council at which the matter was the subject of consideration, and he took part in the discussion about it. The MCI A applies to all matters before Council for “consideration”, a broad descriptive that must be considered to have been used purposively to capture a range of actions by Council. Any characterization or differentiation is applied to the Member's interest, not the nature of Council's involvement.

21. In my view, Mayor Comrie had a clear, direct pecuniary interest in the Consent Application, and he is not eligible for any of the exceptions found in section 4 of the MCIA. He was bound by and has contravened the provisions of section 5 of the MCIA.

22. Turning to the Code, it is also my finding that Mayor Comrie made an improper use of the influence of his office by inserting himself in the discussion of the Consent Application.

DISPOSTION

23. Based on my findings that Mayor Comrie has contravened the MCIA and the Code, it is my recommendation to Council that he be reprimanded.

24. Although I have the authority to now apply to a judge for confirmation that Mayor Comrie has contravened section 5 of the MCIA, I have decided that the infraction, while blatant, does not merit the weightier sanctions available to a judge, namely, declaring the member's seat vacant, disqualifying the member from being a member for not more than seven years, or requiring the member to make restitution to a party that has suffered a loss and, for that reason, I will not be making such an application.

25. As a final matter, Section 12 of the MCIA provides that a Member's failure to comply with section 5 does not invalidate any proceedings in respect of the matter, however, Council may declare the proceedings void anytime before the second anniversary of the date of the passing of the by-law or resolution authorizing the matter.

26. The ability to declare the proceedings void, however, does not apply if voiding the proceedings would "adversely affect the rights that any person who acted in good faith and without actual notice of the failure to comply with section 5 acquired under or by virtue of the proceedings"¹.

¹ Section 12(3) of the MCIA.

27. It is arguable that the rights of some of the persons receiving the benefit of the grant would be adversely affected if the approval were to be rendered void. Moreover, the resolution was unanimous, and, at the end of the day, it is only a recommendation to the Planning Board. I see no need for Council to void the proceedings.

ALL OF WHICH IS RESPECTFULLY SUBMITTED this 11th day of January 2022

A handwritten signature in black ink, appearing to read 'H.G. Elston', with a long horizontal line extending to the right from the end of the signature.

H.G. Elston
Integrity Commissioner
Municipality of Whitestone

CONSENT AGENDA



**Special Council Meeting Minutes
Wednesday, December 8, 2021, 2:00 p.m.
Via Zoom Video Conferencing**

Present: George Comrie, Mayor
Beth Gorham-Matthews, Councillor
Joe Lamb, Councillor
Joe McEwen, Councillor
Brian Woods, Councillor

Staff: Michelle Hendry, CAO/Clerk
Bob Whitman, Fire Chief
Patricia Allen, Treasurer
Dave Creasor, Manager Public Works

Guests: Arunas Kalinowskis and Dan Wilson
R.J. Burnside & Associates

- 1. Roll Call and Call to Order**
Mayor Comrie commenced roll call and called the meeting to order at 2:07 p.m.
- 2. Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record.
No pecuniary interest was declared.
- 3. Approval of the Agenda**

Resolution No. 2021-394
Moved by: Councillor Joe Lamb
Seconded by: Councillor Brian Woods

WHEREAS the Members of Council have been presented with an Agenda for this meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented.

Carried

Resolution No. 2021-395
Moved by: Councillor Joe McEwen
Seconded by: Councillor Brian Woods

Move into Committee of the Whole

THAT this meeting move into Committee of the Whole at 2:12 p.m.

4. Asset Management Plan

Presentation of the 2021 Municipality of Whitestone Asset Management Plan and Financial Strategy for Core assets and Vehicles, by R.J. Burnside & Associates Limited

- Arunas Kalinauskas, Business Manager - Asset Management & GIS; and
- Dan Wilson, Financial Strategy Specialist

Carried

Resolution No. 2021-396

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe McEwen

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 3:41 p.m.

Carried

Matters Arising from Committee of the Whole

Resolution No. 2021-397

Moved by: Councillor Joe Lamb

Seconded by: Councillor Beth Gorham-Matthews

Presentation of the 2021 Municipality of Whitestone Asset Management Plan and Financial Strategy for Core assets and Vehicles, by R.J. Burnside & Associates Limited

- Arunas Kalinauskas, Business Manager - Asset Management & GIS; and
- Dan Wilson, Financial Strategy Specialist

THAT the Council of the Municipality of Whitestone does hereby accept the November 2021 Municipality of Whitestone Asset Management Plan and Financial Strategy for Core Assets and Vehicles for information.

Carried

5. Closed Session

Resolution No. 2021-398

Moved by: Councillor Joe McEwen

Seconded by: Councillor Brian Woods

Adjourn to Closed Session

WHEREAS the *Municipal Act* Section 239 (2) states that a meeting or part of a meeting may be closed to the public if the subject matter being considered meets certain exceptions;

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 3:44 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

- 5.1 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)
- Human Resources Matters
- 5.2 A proposed or pending acquisition or disposition of land by the municipality or local board, pursuant to Ontario Municipal Act, Section 239. (2) (c)
- Proposed land acquisition

Carried

Resolution No. 2021-399

Moved by: Councillor Joe Lamb

Seconded by: Councillor Beth Gorham-Matthews

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 4:27 p.m.

Carried

6. Confirming By-law

Resolution No. 2021-400

Moved by: Councillor Joe McEwen

Seconded by: Councillor Brian Woods

THAT By-law 52-2021 the Confirmatory By-law for the council meeting of Wednesday, December 8, 2021, be given a First, Second, Third and final reading and is passed as of this date.

Carried

7. Adjournment

Resolution No. 2021-401

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 4:28 p.m. until the next scheduled Regular Council meeting of Monday, December 13, 2021 at 6:30 p.m. or at the call of the chair.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/ Clerk



**Regular Council Meeting Minutes
Monday, December 13, 2021, 5:00 p.m.
Via Zoom Video Conferencing**

Present: George Comrie, Mayor
Beth Gorham-Matthews, Councillor
Joe Lamb, Councillor
Joe McEwen, Councillor
Brian Woods, Councillor

Staff: Michelle Hendry, CAO/Clerk

1. **Roll Call and Call to Order**
Mayor Comrie commenced roll call and called the meeting to order at 5:02 p.m.
2. **Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record.
No pecuniary interest was declared.
3. **Closed Session**

Resolution No. 2021-402

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

Adjourn to Closed Session

WHEREAS the *Municipal Act* Section 239 (2) states that a meeting or part of a meeting may be closed to the public if the subject matter being considered meets certain exceptions;

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 5:03 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

- 3.1 Closed Session Meeting Minutes for Regular Council meeting of November 15, 2021.
- 3.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)
 - Human Resources Matters
- 3.3 A proposed or pending acquisition or disposition of land by the municipality or local board, pursuant to Ontario Municipal Act, Section 239 (2) (c)
 - Pending acquisition of Municipal Lands

- 3.4 Advise that is subject to solicitor-client privilege, including commination necessary for that purpose, pursuant to Ontario Municipal Act, Section 239 (2) (f)
- Legal opinion

Carried

Resolution No. 2021-403

Moved by: Councillor Joe McEwen

Seconded by: Councillor Brian Woods

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 5:42 p.m.

Carried

RECESS

4. Call to Order and Roll Call

6:35 p.m.

Present: George Comrie, Mayor
Beth Gorham-Matthews, Councillor
Joe Lamb, Councillor
Joe McEwen, Councillor
Brian Woods, Councillor

Staff: Michelle Hendry, CAO/Clerk
Bob Whitman, Fire Chief
Kathy Whitman, CEMC (8:45 pm)
Patricia Allen, Treasurer
Judith Meyntz (8:15 pm)
Dave Creasor, Manager, Public Works (7:20 pm)
Paula Macri, Planning Assistant

Invited guest: Paul Rossiter, By-law Enforcement Officer (8:30 pm)

Other guests: 6

National Anthem

Indigenous Land Acknowledgement Statement

5. Disclosure of Pecuniary Interest

Mayor Comrie requested that any pecuniary interest be declared for the record.
No pecuniary interest was declared.

6. Approval of the Agenda

Resolution No. 2021-404

Moved by: Councillor Joe Lamb

Seconded by: Councillor Joe McEwen

WHEREAS the Members of Council have been presented with an Agenda for this meeting;

BE IT RESOLVED THAT the Agenda for this meeting be adopted as presented.

Carried

Resolution No. 2021-405

Moved by: Councillor Beth Gorham-Matthews

Seconded by: Councillor Joe McEwen

Matters Arising from Closed Session

- 3.1 Closed Session Meeting Minutes for Regular Council meeting of November 15, 2021.

THAT the Council of the Municipality of Whitestone approves the Closed Session Minutes of the Regular Council meeting of November 15, 2021.

Carried

Resolution No. 2021-406

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe McEwen

- 3.2 By-law Enforcement Officer renewal of agreement for three (3) years.

THAT the Council of the Municipality of Whitestone does hereby approve the renewal of the agreement with By-law Enforcement Officer Paul Rossiter for a further three (3) years commencing January 1, 2022;

AND THAT staff be requested to prepared a By-law in respect of this matter for the January 18, 2022 Council meeting.

Carried

7. Presentations and Delegations

- 7.1 Greg Mason, Georgian Bay Biosphere Reserve

- 7.2 Daryle Moffatt and Forrest Pengra, ICECAP co-chairs and David Bywater, "Invitation for Whitestone to join the Integrated Community Energy and Climate Action Program"

Matters Arising from Presentations and Delegations

Resolution No. 2021-407

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

- 7.1 **THAT** the Council of the Municipality of Whitestone hereby receives the presentation from Greg Mason, Georgian Bay Biosphere Reserve for information, and thanks the presenter for attending the Council meeting.

Carried

Resolution No. 2021-408

Moved by: Councillor Beth Gorham-Matthews

Seconded by: Councillor Joe McEwen

- 7.2 **THAT** the Council of the Municipality of Whitestone does hereby receive the presentation from Daryle Moffatt and Forrest Pengra, ICECAP co-chairs: "Invitation for Whitestone to join the Integrated Community Energy and Climate Action Program" for information, and thanks the presenters for attending the Council meeting.

AND THAT Council does hereby support the Whitestone Environmental Stewardship Committee's recommendation (per the November 10, 2021 Minutes of the Committee Being Item 10.1.3 of the December 13, 2021 Council Agenda) to reconsider membership in ICECAP;

AND THAT Council does hereby approve membership in ICECAP.

Carried

8. **Planning Items - None**

Resolution No. 2021-409

Moved by: Councillor Joe Lamb

Seconded by: Councillor Joe McEwen

Move into Public Meeting

THAT the Council of the Municipality of Whitestone move into the Public Meeting at 7:54 p.m.

Carried

9 **Public Meeting**

9.1 Fees and Services By-Law Update

1. **Call to Order**

- Introductions were made by the Chairperson - Council and Staff.

2. **Disclosure of Pecuniary Interest**

Mayor Comrie requested that any pecuniary interest be declared for the record.

3. **Meeting Protocol**

- The Chairperson noted that the Zoom meeting is being recorded and will make note of those in those in attendance by video link. For those in

attendance who are showing a phone number only, the Chairperson requested that they advise of their name for the record.

- The Chairperson requested that that all comments be addressed through the Chairperson and requested that the person making comments state their name for the record, before speaking.

4. Discussion:

- The Chairperson asked the Clerk if any additional letters or related correspondence have been received. CAO/Clerk Hendry advised that no correspondence had been received.
- Questions and comments were received from the Public and Council.

5. Adjournment

Resolution No. 2021-410

Moved by: Councillor Joe Lamb

Seconded by: Councillor Beth Gorham-Matthews

Reconvene to Regular Meeting

THAT this meeting be reconvened to the Regular Meeting at 8:06 p.m.

Carried

Matters Arising from Public Meeting - None

10 Consent Agenda

Resolution No. 2021-411

Moved by: Councillor Joe McEwen

Seconded by: Councillor Beth Gorham-Matthews

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

- 10.1 Council and Committee Meeting Minutes
 - 10.1.1 Regular Council Minutes for the meeting of November 15, 2021.
 - 10.1.2 Whitestone Environmental Stewardship Committee meeting minutes of October 27, 2021
 - 10.1.3 Whitestone Environmental Stewardship Committee meeting minutes of November 10, 2021
 - 10.1.4 Whitestone Environmental Stewardship Committee meeting minutes of November 17, 2021
 - 10.1.5 Whitestone Public Library and Technology Centre meeting minutes of October 18, 2021
 - 10.1.6 Cemetery Board Meeting Minutes for November 30, 2021
 - 10.1.7 Recreation Committee meeting minutes of July 27, 2021
 - 10.1.8 Recreation Committee meeting minutes of October 20, 2021

10.1.9 Recreation Committee meeting draft minutes of November 24, 2021

10.2 Unfinished Business (listed on page 5)

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby receive the items contained in the Consent Agenda dated December 13, 2021, and approve the Council meeting minutes of November 15, 2021.

Carried

Matters Arising from Consent Agenda

Item 10.1.4 Environmental Stewardship Committee Minutes
Councillor Gorham-Matthews discussed Septic Inspection options that the Committee is currently contemplating. Further information will be brought forward to Council in the future.

11 Accounts Payable

Resolution No. 2021-412

Moved by: Councillor Joe McEwen

Seconded by: Councillor Beth Gorham-Matthews

11.1 Accounts Payable

THAT the Council of the Municipality of Whitestone approve Accounts Payable in the amount of \$138,706.43 and payroll in the amount of \$67,320.98.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor, Beth Gorham-Matthews	X		
Councillor, Joe Lamb	X		
Councillor, Joe McEwen	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

Carried

12 By-laws

Resolution No. 2021-413

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

12.1 By-law No. 53-2021 Being a By-Law to Establish Fees and Charges for services provided by the Municipality of Whitestone and to repeal By-Law Nos. 49-2000, 27-2001, 35-2001 and 40-2020

THAT By-law No. 53-2021 Being a By-Law to Establish Fees and Charges for services provided by the Municipality of Whitestone and to repeal By-Law Nos. 49-2000, 27-2001, 35-2001 and 40-2020 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 53-2021.

Deferred for clarification of Schedule D

Resolution No. 2021-414

Moved by: Councillor Joe Lamb

Seconded by: Councillor Joe McEwen

- 12.2 By-law No. 54-2021 Being a By-law to appoint a Chief Building Official for the Municipality of Whitestone and to repeal By-law No. 31-2018 and By-law No. 36-2021

THAT By-law No. 54-2021 Being a By-law to appoint a Chief Building Official for the Municipality of Whitestone and to repeal By-law No. 31-2018 and By-law No. 36-2021 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 54-2021.

Carried

Resolution No. 2021-415

Moved by: Councillor Joe McEwen

Seconded by: Councillor Beth Gorham-Matthews

- 12.3 Staff Memo, Waste Management By-Law Update and By-law No. 47-2021 Being a By-law for managing the disposal of solid wastes and recyclable materials within the Municipality of Whitestone and to repeal By-law 19-2010

THAT By-law No. 47-2021 Being a By-law for managing the disposal of solid wastes and recyclable materials within the Municipality of Whitestone and to repeal By-law 19-2010 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 47-2021.

Carried

Resolution No. 2021-416

Moved by: Councillor Joe McEwen

Seconded by: Councillor Brian Woods

- 12.4 Staff Memo Regulating Dogs By-law Update and By-law No. 55-2021 Being a By-law for the regulating of dogs within the Municipality of Whitestone and to repeal By-law No. 42-2005.

THAT By-law No. 55-2021 Being a By-law for the regulating of dogs within the Municipality of Whitestone and to repeal By-law No. 42-2005 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 55-2021.

Deferred for legal opinion in regard to enforcement of the By-law on Crown Lands

Resolution No. 2021-417

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

- 12.5 Staff Memo, Updated Emergency Management Plan and By-law No. 56-2021 Being a By-law to adopt an Updated Emergency Plan for the Municipality of Whitestone and to repeal By-Law Nos. 03-2001, 58-2004, 73-2006, 02-2008, 63-2008 and 74-2009

THAT By-law No. 56-2021 Being a By-law to adopt an Updated Emergency Plan for the Municipality of Whitestone and to repeal By-Law Nos. 03-2001, 58-2004, 73-2006, 02-2008, 63-2008 and 74-2009 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 56-2021.

Carried

Resolution No. 2021-418

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

- 12.6 By-law No. 57-2021 Being a By-law to authorize the sale of land to Black, Robert and Candace

THAT By-law No. 57-2021 Being a By-law to authorize the sale of land to Black, Robert and Candace as the property identified as Assessment Roll No. 49 39 010 005 03001 for a total amount of \$120,000.00 plus H.S.T. be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 57-2021.

Carried

Resolution No. 2021-419

Moved by: Councillor Joe McEwen

Seconded by: Councillor Beth Gorham-Matthews

- 12.7 By-law No. 58-2021 Being a By-law to appoint an interim Treasurer and Tax Collector and to repeal By-law 23-2018

THAT By-law No. 58-2021 Being a By-law to appoint an interim Treasurer and Tax Collector and to repeal By-law 23-2018 be Read a First and Second time this 13th day of December, 2021;

AND FURTHER Read a Third time, Passed and properly Signed and Sealed this 13th day of December, 2021 and numbered By-law No. 58-2021

Carried

13 Staff Reports

Resolution No. 2021-420

Moved by: Councillor Beth Gorham-Matthews

Seconded by: Councillor Joe McEwen

- 13.1 Staff Report ADMIN-2021-16
Tender 2021-10, Renovations to Whitestone Municipal Office

THAT the Council of the Municipality of Whitestone does hereby receive report ADMIN-2021-16 (Tender 2021-10, Renovations to Whitestone Municipal Office, 21 Church Street, Dunchurch);

AND THAT the Council of the Municipality of Whitestone does hereby award Tender 2021-10, to Morgan Construction, Parry Sound in the amount of \$132,000 plus HST;

AND THAT the Council of the Municipality of Whitestone does hereby provide pre-budget (2022) approval for the above referenced project.

Recorded Vote:	YEAS	NAYS	ABSTAIN
Councillor, Beth Gorham-Matthews	X		
Councillor, Joe Lamb		X	
Councillor, Joe McEwen	X		
Councillor, Brian Woods		X	
Mayor, George Comrie	X		

Carried

Resolution No. 2021-421

Moved by: Councillor Beth Gorham-Matthews

Seconded by: Councillor Joe McEwen

- 13.2 Staff Report FIN-2021-10
Write off of Tax Arrears

THAT the Council of the Municipality of Whitestone does hereby receive report FIN-2021-10 (Write off of Tax of Arrears);

AND THAT Council approve the write off tax arrears in the amount of \$4,961.38.

Carried

14 Business Matters

Resolution No. 2021-422

Moved by: Councillor Brian Woods

Seconded by: Councillor Beth Gorham-Matthews

- 14.1 Aquatic Environment Report
WahWashKesh Lake and Whitestone Lake
Prepared by Georgian Bay Biosphere

THAT the Council of the Municipality of Whitestone does hereby receive the report 'Aquatic Environment Report, WahWashKesh Lake and Whitestone Lake', prepared by Georgian Bay Biosphere for information.

Carried

15. Correspondence (listed on page 6)

Resolution No. 2021-423

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

WHEREAS the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 6 of the November 15, 2021 Council agenda;

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

None.

Carried

16. Councillor Items

Councillor Woods

- Recently attended the one-year warranty 'walk through' of the Library renovations with staff, the Architect and the contractor and suggested the Library should budget for new lights over the circulation desk next year.
- Indicated that he has had a few phone calls about the water tap being shut off for the winter and suggested that a spigot for potable water be installed in the Handicap washroom stall at the Dundome as this is a heated space.

Councillor Lamb

- Also recently attended the one-year warranty 'walk through' of the Library renovation
- Spoke to the recent Order of Whitestone presentation event and noted that the unfortunately wasn't able to attend and that Andrew and Marie were well deserving of the 2021 award. He also made note that he received a call from a resident noting that in the group photo on Facebook, no one was wearing a mask.

Councillor Gorham-Matthews

- Noted that there were two successful Recreation Committee events on the past weekend. Picture with Santa – 25 families participated and Secret Santa Shoppers event – 23 children participated.
- The Lions Club and Fire Department annual food and toy drive continues. Thank you to the community for supporting this project and for the many donations

Councillor McEwen

- Thanked the Library and Recreation committee for the collaborative efforts

Mayor Comrie

- Noted that the Order of Whitestone presentation event held on Saturday December 11 was successful

17. Questions from the Public

18. Confirming By-law

Resolution No. 2021-424

Moved by: Councillor Joe Lamb

Seconded by: Councillor Joe McEwen

THAT By-law 59-2021 the Confirmatory By-law for the council meeting of Monday, December 13, 2021, be given a First, Second, Third and final reading and is passed as of this date.

Carried

19. Adjournment

Resolution No. 2021-425

Moved by: Councillor Joe Lamb

Seconded by: Councillor Joe McEwen

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 9:53 p.m. until the next scheduled Special Council meeting of Tuesday, January 18, 2022 at 6:30 p.m. or at the call of the chair.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/ Clerk

Parent Council - Bottle Shed 2021

Month	Incoming	Outgoing	Where \$ went
Opening Balance	\$ 2,941.29		Opening Balance
January	\$ -	\$ 50.69	Supplies for the Shed
February	\$ -	\$ 428.83	Supplies for outdoor and donation of Supplies to After School Program
March	\$ -	\$ 1,045.91	Supplies to boost Moral at School i.e. Spirit Days, Special lunches etc.
April	\$ 350.40	\$ 245.00	Supplies to make Boards for outdoor Classroom
May	\$ 764.10	\$ 336.86	Supports for a family in the community
June	\$ 3,826.70	\$ 1,347.72	Graduation supplies and banner and balloons, Donation to High School
July	\$ 6,318.80	\$ 783.97	Outdoor Classroom supplies, Containers etc. for Bottle Shed, Supplies for Shed, Volunteer appreciation
August	\$ 3,504.30	\$ 2,582.85	Flowers etc. from Little Garden for School, Supplies for Outdoor Classroom, Outdoor games
September	\$ 2,570.20	\$ 7,475.70	Orange Shirt Day Supplies, Orange Shirts for whole school, Outdoor Classroom
			(Wood, Garden Containers, Toys, Paint, Swings, Breakfast Supplies) Sensory Supplies for School, Pop it Toys and games etc.
October	\$ 812.96	\$ 1,762.41	Pumpkin Patch fun, Story Book Walk, Halloween Supplies
November	\$ 1,794.00	\$ 1,655.23	Ninja Elves and Supplies for Magic Mouse Birthday, Supplies for Activities at School, New toy for Junior Classrooms
December	\$ -	\$ 2,722.58	Elf on Shelf, Breakfast Club Supplies, Donations to Nursing Station, Money to Library for help, Donation to Salvation Army
Total	\$ 22,882.75	\$ 20,437.75	

NOTE 1: The Parents Association has a policy to pay \$20.00 per load for the delivery of bottles and cans to Magnetawan Home Hardware to help with the cost of fuel and wear on vehicles and trailers etc.

Paid in 2021: April - x2, May x2, June x6, July x6, August x6, September x4, October x2, November x4
TOTAL PAID for delivery: \$640

NOTE 2: **Record of Donations:**

High School Bursary	\$	500.00	For graduating Whitestone Student
Nursing Station	\$	500.00	
Library	\$	1,500.00	
Salvation Army	\$	350.00	

prepared by: Rebecca Green, January 2022

January 9, 2022

To Council and Rate Payers

As a new year has come we wanted to THANK everyone for the donations that they have given us over the last few years. We have been able to run successful activities and help our community because of your generous donations.

We as Parent Council are a volunteer-based group that is connected to the school. Most of the funds that we raise at the Bottle Shed are used to support our students and teachers and school. We believe in supporting our community as well. We are able to donate money to our Library to support their programs, we are very grateful for their support in coming out on our Wednesday sorting days this summer. We supported our local Nursing Station, our Bursary for a graduating student from Grade 12. We also supported families and seniors in the area as we heard of their needs. Due to COVID – 19 our students have really been struggling and the moral has been low Parent Council has stepped up and provided additional activities and supplies that we have not needed to provide in the past.

To settle the communities mind we are taking steps to be more transparent...

We are taking a big step (because of the paperwork) to become a not for profit this year, by doing this it will be easier to be completely transparent for the community. In doing this we will have an independent auditor go over our books at the end of the year and they will be submitted to the Federal Government as well. In becoming a not for profit we will be able to open a bank account in Parent Councils name.

We have tried to post items on the Parent Council Facebook page and have made arrangement to share a post with Michelle monthly to let people know what we are up to.

We are working on establishing written policies that will be able to be provided to anyone who would like to see them.

We hope these measures will ease the council and communities' concerns and allow us to continue to manage the bottle shed at the York St. Dump as it is very good financial boost to the community and the school every year.

Thank you,

Rebecca Green and Bobby Jo Clelland



WHITESTONE McKELLAR LIONS CLUB
2 SUNSET TRAIL,
DUNCHURCH, ONTARIO. P0A 1G0

December 30, 2021.
 The Municipality of Whitestone,
 21 Church Street,
 Dunchurch, Ontario.
 P0A 1G0.

This is a summary of the monies made at the Aulds landfill site and the distribution of those monies throughout the township for 2021.

Aulds Landfill site collections.
 January to December
 Total collection \$7,745.30

Distributions:

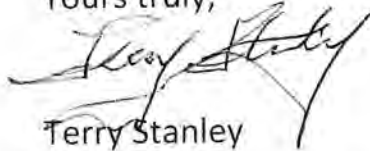
Donation to the Dunchurch Nursing Station Expansion	-\$5,000.00
Peace Posters for the school	-\$ 200.00
Donation to the Ardbeg Community Centre	-\$ 500.00
Donation to the Dunchurch Legion 394	-\$ 500.00
Donation to the Whitestone Library	-\$ 200.00
Various events for township children	-\$ 515.00
Christmas presents food baskets for the townships less fortunate	-\$ 2,800.00
Total Expenditures	-\$9,715.00

We have also given donations to many other charities in the area.
 Due to Covid-19 we were not able to have alot of our normal functions with the area children

As you can see the monies raised from the landfill site helps us out a great deal and we are thankful for allowing us to use this site.

If further information is needed please feel free to contact me,

Yours truly,

A handwritten signature in black ink, appearing to read "Terry Stanley". The signature is fluid and cursive, with the first name "Terry" and last name "Stanley" clearly distinguishable.

Terry Stanley

Treasurer,

Whitestone McKellar Lions Club

705-774-6242

terlynstanley@gmail.com

ACCOUNTS PAYABLE

Report Date
2022-01-11 2:32 PM

Municipality of Whitestone
List of Accounts for Ratification
As of 2022-01-11
Batch: 2021-00101 to 2022-00002

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
36328	2021-12-17	AJ Stone Company Ltd.	Supplies		
0000163702		16-202 - Fire - Training	Supplies	1,261.83	
		16-235 - Station 1 - Boat 1	Supplies	247.27	
		16-202-1 - Fire-New Recruits	Supplies	325.64	
		16-252 - Station 2 - Minor Purchas	Supplies	915.79	
		11-210-2 - A/R HST Receivable	HST Tax Code	303.80	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	351.38	3,054.33
0000163699		16-225 - Fire - Hose Replacement	Supplies	774.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	85.53	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	98.92	859.84
				Payment Total:	3,914.17
36329	2021-12-17	Bell Canada - Public Access	Pay Telephone		
167471		16-787 - Recreation - Public Pay T	Pay Telephone	50.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	6.50	56.50
36330	2021-12-17	Ben Prichard Professional Corp Legal			
3213		16-120 - Admin - Legal Expenses	Legal	373.51	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.26	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	47.72	414.77
36331	2021-12-17	Elizabeth Gorham-Matthews	Invasive Species Tool Kit		
Exp Nov 21		16-272 - Biosphere Monitoring GB	Invasive Species Tool Kit	1,969.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	217.55	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	251.62	2,187.14
36332	2021-12-17	Cedar Signs	Supplies		
INV/2021/4754		16-391 - Signs/Safety- Goods & S	Supplies	1,329.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	146.87	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	169.87	1,476.57
INV/2021/5069		16-391 - Signs/Safety- Goods & S	Signs	2,668.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	294.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	340.96	2,963.73
				Payment Total:	4,440.30
36333	2021-12-17	Canadian National Non Freight	Bunny Trail		
91608513		16-414 - Bunny Trail RR Crossing	Bunny Trail	326.50	326.50
36334	2021-12-17	E. Grigg & Associates	Training		
1511		16-304 - Roads-Office-Training/Cc	Training	610.56	
		11-210-2 - A/R HST Receivable	HST Tax Code	67.44	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	78.00	678.00

Municipality of Whitestone

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
36335 INV-28864-XOCOB	2021-12-17	Federation Of Canadian 16-103 - Admin - Membership/Sut	2022-2023 Membership 2022-2023 Membership	332.71	
		11-210-2 - A/R HST Receivable	HST Tax Code	36.75	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	42.50	369.46
36336 207607	2021-12-17	Griffith Bros. Service Ctr Ltd 16-290 - Bld Official-Truck-Mainten	Winter Tires Winter Tires	73.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.09	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.36	81.36
36337 10218	2021-12-17	Hooked Up Electrical 16-742 - Pavilion - Building Mtce	Lighting Dundome Lighting Dundome	2,336.41	
		11-210-2 - A/R HST Receivable	HST Tax Code	258.07	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	298.48	2,594.48
10219		16-742 - Pavilion - Building Mtce	Lift Fee	345.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	38.21	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	44.19	384.09
				Payment Total:	2,978.57
36338 1142	2021-12-17	Inservus Management Systems 16-222-1 - Fire-Turnout/Repair/Cle	Cleaning Cleaning	324.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	35.81	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	41.42	359.99
36339 Exp 7-Dec-21	2021-12-17	Jeff Flanagan 16-316 - Garage - Miscellaneous	Clothing Allowance Clothing Allowance	100.00	100.00
36340 2867191	2021-12-17	Kidd's Home Hardware 16-703 - Dunchurch Hall - Bld Mtc	Supplies Supplies	9.74	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.07	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.24	10.81
2867424		16-703 - Dunchurch Hall - Bld Mtc	Supplies	26.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.92	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.38	29.37
2867724		16-703 - Dunchurch Hall - Bld Mtc	Credit	12.20-	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.35-	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.56-	13.55-
				Payment Total:	26.63
36341 358861	2021-12-17	Lewis Motor Sales Inc. 16-409 - International-Maintenanc	Repair Repair	291.36	
		11-210-2 - A/R HST Receivable	HST Tax Code	32.18	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	37.22	323.54

Municipality of Whitestone
List of Accounts for Ratification
As of 2022-01-11
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
36342 CCR36384	2021-12-17	Mac Lang (Sundridge) Limited 16-394 - 4 X 4 Truck - Fuel	Supplies Supplies	110.21	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	14.08	122.38
36343 23610	2021-12-17	Municipality Of McDougall 16-459 - York Landfill - Bulk Waste	Bulk Waste Bulk Waste	576.36	
		16-471 - Auld Landfill - Bulk Waste	Bulk Waste	373.40	949.76
36344 23014610	2021-12-17	Moore Propane Limited 16-741-1 - Pavilion-Heating	Propane Propane	200.99	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.20	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	25.68	223.19
23014611		16-704 - Dunchurch Hall - Heating Comm Centre Heat		665.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	73.54	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	85.06	739.34
156015994		16-479 - Auld Landfill - Heating	Propane	119.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.19	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	15.25	132.54
12039884		16-329 - Garage - Heating	Propane	1,481.10	
		11-210-2 - A/R HST Receivable	HST Tax Code	163.59	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	189.21	1,644.69
				Payment Total:	2,739.76
36345 3619	2021-12-17	Marshall Water Well Drilling 19-342 - Roads Decommissioned	Well Decommissioning Well Decommissioning	3,052.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	337.19	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	390.00	3,390.00
36346 86881	2021-12-17	Near North Laboratories Inc. 19-552 - Library - Capital - Water	Water Testing Water Testing	41.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.63	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.36	46.56
36347 1-2858919	2021-12-17	Parry Sound Auto Parts Co Ltd 16-409 - International-Maintenanc	Supplies Supplies	2.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.27	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.31	2.67
1-2860737		16-402 - Freightliner Tandem - Ma	Supplies	139.20	
		16-404 - Freightliner Single Axle -	Supplies	139.20	
		16-404-2 - Freightliner - Snow Plow	Supplies	139.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	46.13	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	53.35	463.71

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	466.38
36348	2021-12-17	Sheila Rawlings	Replacement Cheque-Overpay		
Che Rec 9-Dec		12-310 - A/P Trade	Replacement Cheque-Overpa	59.08	59.08
36349	2021-12-17	SignCraft Canada Inc.	Signs		
1427		16-790 - Recreation Cmtee-Progr	Signs	127.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.05	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	16.25	141.25
36350	2021-12-17	Sturgeon Falls Brush Cont	Brush Chipping		
J003804		16-472 - Auld Landfill - Brushgrind	Brush Chipping	9,015.95	
		11-210-2 - A/R HST Receivable	HST Tax Code	995.85	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,151.80	10,011.80
36351	2021-12-17	Paid by Credit Card			
36352	2021-12-17	Windsor Salt Ltd	Supplies		
5300562008		16-386 - Sanding/Salting-Goods&I	Supplies	926.03	
		11-210-2 - A/R HST Receivable	HST Tax Code	102.28	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	118.30	1,028.31
5300562779		16-386 - Sanding/Salting-Goods&I	Supplies	1,781.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	196.75	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	227.56	1,978.04
				Payment Total:	3,006.35
36353	2021-12-17	West Parry Sound Geography	Membership Fee		
WPSGN-2021-10		16-843 - Planning & Development	Membership Fee	9,150.00	9,150.00
36354	2022-01-07	Accredited Locksmithing	Locks		
4452		16-259 - Station 2 - Building Mtce	Locks	18.32	
		16-233 - Station 1 - Minor Purchas	Locks	446.42	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.33	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	59.37	516.07
36355	2022-01-07	Parry Sound Ambulance	Ambulance		
Nov 25 21		Accrual 16-205 - Fire - Ambulance Dispatc	Ambulance	3,857.76	3,857.76
36356	2022-01-07	Adam Cragg	Road Damage Refund		
CheRec		Accrual 15-329 - Roads Damage Deposit	Road Damage Refund	1,000.00	1,000.00
36357	2022-01-07	AJ Stone Company Ltd.	Supplies		
0000164702		Accrual 16-202 - Fire - Training	Supplies	1,261.83	
		16-235 - Station 1 - Boat 1	Supplies	247.27	
		16-202-1 - Fire-New Recruits		325.64	
		16-252 - Station 2 - Minor Purchas	Supplies	915.79	
		11-210-2 - A/R HST Receivable	HST Tax Code	303.80	

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		99-999-1 - HST (Statistical) Non-L	HST Tax Code	351.38	3,054.33
0000164071		Accrual 16-222 - Fire - Bunker/Safety/Unifr	Supplies	85.48	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.44	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.92	94.92
0000164073		Accrual 16-222 - Fire - Bunker/Safety/Unifr	Supplies	440.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	48.69	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	56.32	489.55
				Payment Total:	3,638.80
36358	2022-01-07	Almaguin Tree Service	Fall		
3360		Accrual 16-343 - Road Side Brushing - Go	FallingTrees	2,544.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	281.00	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	325.00	2,825.00
36359	2022-01-07	Bell Mobility	Fire Tower		
Jan /22		16-212 - Fire - Radio Tower & Air	Fire Tower	119.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.23	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	15.30	133.00
36360	2022-01-07	Bob Whitman	Drivers License Renewal		
Exp Jan 4/22		16-207 - Fire - Drivers Exams	Drivers License Renewal	90.00	90.00
36361	2022-01-07	Charles LaRose	Road Damage Refund		
CheRec		Accrual 15-329 - Roads Damage Deposit	Road Damage Refund	1,000.00	1,000.00
36362	2022-01-07	Canadian National Non Freight	Bunny Trail		
91613018		16-414 - Bunny Trail RR Crossing	Bunny Trail	326.50	326.50
36363	2022-01-07	Deborah Comrie	Rec Committee		
Exp Dec 16/21		Accrual 16-790 - Recreation Cmtee-Progr	Rec Committee	152.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.89	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	19.53	169.78
36364	2022-01-07	Minister Of Finance	Land Lease-Lot 4, C2, Burton		
50399		Accrual 16-486 - Wah-Wash-Kesh MNR C	Land Lease-Lot 4, C2, Bur	93.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.32	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	11.94	103.75
36365	2022-01-07	Minister Of Finance	MTO Licenses		
Jan/22 MTO		16-396 - Misc. - Goods & Services	MTO Licenses	9,083.00	9,083.00
36366	2022-01-07	Fisher's Regalia & Uniform	Supplies		
49329		Accrual 16-202-1 - Fire-New Recruits	Supplies	213.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	23.60	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	27.30	237.30

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36367	2022-01-07	Kidd's Home Hardware	Supplies		
2868779	Accrual	16-703 - Dunchurch Hall - Bld Mtc	Supplies	10.54	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.35	11.71
36368	2022-01-07	MAP Sundridge	Supplies		
749985/3		16-411 - International - Fuel	Supplies	81.88	
		16-404-2 - Freightliner - Snow Plow	Supplies	81.87	
		16-403 - Freightliner Tandem- Fuel	Supplies	81.88	
		16-394 - 4 X 4 Truck - Fuel	Supplies	81.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	36.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	41.84	363.68
36369	2022-01-07	Mark Henwood	Road Damage Refund		
CheRec	Accrual	15-329 - Roads Damage Deposit	Road Damage Refund	1,000.00	1,000.00
36370	2022-01-07	Martha Spurgeon	Road Damage Refund		
CheRec	Accrual	15-329 - Roads Damage Deposit	Road Damage Refund	1,000.00	1,000.00
36371	2022-01-07	Township Of McKellar	CBO Services		
2021-53	Accrual	16-291-1 - Bld Official-Mileage	CBO Services	31.90	31.90
2021-60	Accrual	16-819 - 911 Levy	911 Levy	1,205.86	1,205.86
				Payment Total:	1,237.76
36372	2022-01-07	Moore Propane Limited	Propane		
23015209		16-741-1 - Pavilion-Heating	Propane	182.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.14	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	23.29	202.47
19011127	Accrual	16-150 - Office - Heating/Hydro	Propane	1,278.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	141.22	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	163.33	1,419.72
23015154	Accrual	16-704 - Dunchurch Hall - Heating	Propane	641.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	70.82	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	81.91	711.99
157011009		16-457 - York Landfill - Heating	Propane	206.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.81	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	26.38	229.31
				Payment Total:	2,563.49
36373	2022-01-07	Municipal Property Assessment	MPAC Services		
1800029781		16-119 - Admin - MPAC Fees	MPAC Services	19,561.40	19,561.40
36374	2022-01-07	Ministry Of Transportation	Corridor Mngt Section		

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2020018839-0204		Accrual 16-811 - Nursing Station Expense: Corridor Mngt Section		5.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.72	6.24
36375	2022-01-07	Ontario Good Roads Associatio	Membership 2022		
61470		Accrual 16-103 - Admin - Membership/Sut	Membership 2022	791.71	
		11-210-2 - A/R HST Receivable	HST Tax Code	87.45	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	101.14	879.16
36376	2022-01-07	Parry Sound Auto Parts Co Ltd	Demurrage		
1-2861772		Accrual 16-320 - Garage - Mtc/Supplies/Tc	Demurrage	123.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.69	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	15.83	137.63
36377	2022-01-07	Point To Point Communications	Speaker		
0000259855		Accrual 19-204 - Fire - Capital - New Resc	Install Radio	445.68	
		11-210-2 - A/R HST Receivable	HST Tax Code	49.23	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	56.94	494.91
0000259558		Accrual 16-245 - Station 1 - Radio Equip/R	Speaker	169.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	18.77	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	21.71	188.71
				Payment Total:	683.62
36378	2022-01-07	SignCraft Canada Inc.	Clear Sheet - Maps		
1460		Accrual 19-204 - Fire - Capital - New Resc	signs	976.91	
		11-210-2 - A/R HST Receivable	HST Tax Code	107.90	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	124.80	1,084.81
1383		Accrual 16-126 - Admin - Communications	Clear Sheet - Maps	316.47	
		11-210-2 - A/R HST Receivable	HST Tax Code	34.96	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	40.43	351.43
				Payment Total:	1,436.24
36379	2022-01-07	Thomas Moore	Road Deposit Refund		
CheRec		Accrual 15-329 - Roads Damage Deposit	Road Deposit Refund	1,000.00	1,000.00
36380	2022-01-07	TXM Motorsports Inc.	Snow Blower		
27		Accrual 16-703 - Dunchurch Hall - Bld Mtc	Snow Blower	1,321.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	146.01	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	168.87	1,467.87
36381	2022-01-07	United Rentals of Canada Inc.	Rental		
194790679-005		Accrual 19-325 - Roads-Capital-Boakview	Rental	455.66	
		11-210-2 - A/R HST Receivable	HST Tax Code	50.33	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	58.21	505.99

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36382	2022-01-07	Windsor Salt Ltd	Supplies		
5300565628	Accrual	16-386 - Sanding/Salting-Goods&	Supplies	2,295.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	253.59	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	293.30	2,549.44
36383	2022-01-07	WPCI - Wireless Personal	Supplies		
CEDARIN14105	Accrual	16-322 - Cell Phone	Supplies	220.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	24.40	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	28.22	245.32
36384	2022-01-07	Yard Boys Ltd.	Roadside Grass Cutting		
15332	Accrual	16-389 - Roadside Grasscutting	Roadside Grass Cutting	5,104.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	563.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	652.08	5,668.08
36385	2022-01-07	AMCTO	MH Membership		
105158	Accrual	16-103 - Admin - Membership/Sub	MH Membership	412.13	
		11-210-2 - A/R HST Receivable	HST Tax Code	45.52	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	52.65	457.65
36386	2022-01-07	SPI Health and Safety Inc.	Maintenance		
11271556-00	Accrual	16-151 - Office - Building Maintena	Maintenance	111.94	
		16-239 - Station 1 - Building Mtce	Maintenance	111.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	24.73	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	28.60	248.60
11271565-00	Accrual	16-811 - Nursing Station Expense:	Fire Alarm Maintenance	223.87	
		11-210-2 - A/R HST Receivable	HST Tax Code	24.73	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	28.60	248.60
11271550-00	Accrual	16-703 - Dunchurch Hall - Bld Mtc	Fire Alarm Maintenance	409.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	45.28	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	52.37	455.22
				Payment Total:	952.42
EFT:					
303	2021-12-21	Adams Bros Construction Ltd	Bulk Waste		
148835		16-459 - York Landfill - Bulk Waste	Bulk Waste	284.93	
		16-471 - Auld Landfill - Bulk Waste	Bulk Waste	183.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.70	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	59.80	519.80
304	2021-12-21	Azimuth Environmental Consult	Landfill Monitoring		
37618		16-456 - York Landfill - Monitoring	Landfill Monitoring	4,298.91	
		11-210-2 - A/R HST Receivable	HST Tax Code	474.83	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	549.19	4,773.74
37619		16-478 - Auld's Landfill - Monitorin	Landfill Monitoring	2,343.83	

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		11-210-2 - A/R HST Receivable	HST Tax Code	258.89	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	299.43	2,602.72
				Payment Total:	7,376.46
305	2021-12-21	Bay Area Electrical Co Lt	water lines		
68616		19-552 - Library - Capital - Water	water lines	9,927.11	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,096.49	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,268.20	11,023.60
306	2021-12-21	Borall Fence & Guide Rail	Guiderails		
3315		19-310 - Roads-Capital-Three Cat	Guiderails	15,447.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,706.20	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,973.40	17,153.40
3317		19-310 - Roads-Capital-Three Cat	Guiderails	4,579.21	
		11-210-2 - A/R HST Receivable	HST Tax Code	505.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	585.00	5,085.00
3316		19-309 - Roads-Capital-Guiderail	Guiderails	14,439.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,594.93	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,844.70	16,034.70
3314		19-310 - Roads-Capital-Three Cat	Guiderails	7,555.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	834.56	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	965.25	8,390.25
3322		19-308 - Roads-Capital-Strucure	Guiderails	8,982.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	992.20	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,147.58	9,975.08
3321		19-308 - Roads-Capital-Strucure	Guiderails	4,449.47	
		11-210-2 - A/R HST Receivable	HST Tax Code	491.46	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	568.43	4,940.93
				Payment Total:	61,579.36
307	2021-12-21	Bray Motors Limited	Supplies		
6598		16-393 - 4 X 4 Truck-Maintenance	Supplies	20.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.31	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	2.67	23.17
308	2021-12-21	C-MAX Fire Solutions	Supplies		
92224		16-248 - Station 1-Pumper-Inspe	Supplies	152.64	
		16-233 - Station 1 - Minor Purch	Supplies	182.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.06	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	42.86	372.55
309	2021-12-21	Canadian Union of Public	Nov Remittance		
Dec 10/21		12-338 - CUPE-Union Dues	Nov Remittance	741.91	741.91

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310	2021-12-21	Duck Rock Resort	Fuel		
2021-39		16-279 - Building Dept Truck - Fuel		62.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.90	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.98	69.33
2021-31		16-395 - Used Truck 2017 Colorado	Fuel	508.80	
		16-394 - 4 X 4 Truck - Fuel	Fuel	421.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	102.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	118.89	1,033.43
2021-34		16-303 - Roads-Office-Supplies/M	Supplies	9.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.08	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.25	10.91
				Payment Total:	1,113.67
311	2021-12-21	FAD Architects Inc.	Nursing Station Design		
2210		19-701 - Facilities-Capital-Nursing	Nursing Station Design	6,075.08	
		11-210-2 - A/R HST Receivable	HST Tax Code	671.02	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	776.10	6,746.10
2215		19-601 - Admin-Cap-Mun Bldg Re	Office Renovation	1,488.24	
		11-210-2 - A/R HST Receivable	HST Tax Code	164.39	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	190.13	1,652.63
				Payment Total:	8,398.73
312	2021-12-21	Conseil scolaire public du	Q4 Levy		
Q4		18-974 - French Public School Bo	Q4 Levy	612.75	612.75
313	2021-12-21	Freightliner North Bay	Repair		
RN03667		16-402 - Freightliner Tandem - Ma	Repair	4,305.90	
		11-210-2 - A/R HST Receivable	HST Tax Code	475.60	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	550.08	4,781.50
RN03781		16-402 - Freightliner Tandem - Ma	Repair	8,251.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	911.44	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,054.18	9,163.21
				Payment Total:	13,944.71
314	2021-12-21	Georgian Bay Biosphere	Benthic Monitoring		
21-26-11		16-272 - Biosphere Monitoring GB	Benthic Monitoring	630.37	
		11-210-2 - A/R HST Receivable	HST Tax Code	69.63	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	80.53	700.00
315	2021-12-21	Michelle Hendry	Order of Whitestone		
Exp 14-Dec-21		16-123 - Admin - Volunteer Appre	Order of Whitestone	405.76	
		11-210-2 - A/R HST Receivable	HST Tax Code	44.82	

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		99-999-1 - HST (Statistical) Non-L	HST Tax Code	51.84	450.58
Exp 15-Dec-21		16-110 - Admin - Office Supplies	Gifts - parting staff	193.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	21.37	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	24.72	214.89
				Payment Total:	665.47
316	2021-12-21	Hicks Morley LLP	Legal		
589813		16-120 - Admin - Legal Expenses	Legal	542.38	
		11-210-2 - A/R HST Receivable	HST Tax Code	59.91	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	69.29	602.29
317	2021-12-21	Horizon Networks Group	New Phones		
7124480		19-109 - Admin - Capital - Office F	New Phones	378.55	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.81	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	48.36	420.36
318	2021-12-21	Hydro One Networks Inc.-All	Hydro		
Nov 21		16-743 - Pavilion - Hydro	Hydro	70.94	
		16-705 - Dunchurch Hall - Hydro	16-705	142.52	
		16-439 - Roads - Street Lights		253.56	
		16-323 - Garage - Hydro	16-323	170.20	
		16-150 - Office - Heating/Hydro	16-150	101.66	
		16-232 - Station 1 - Hydro	16-232	304.99	
		16-251 - Station 2 - Hydro	16-232	58.08	
		16-719 - Maple Is. Hall - Heat/Hyd	16-232	184.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	142.03	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	164.29	1,428.04
319	2021-12-21	Hydro One Networks Inc.-York	Hydro York St		
York Nov 21		16-446-1 - York Landfill - Hydro	Hydro York St	41.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.57	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.29	45.97
320	2021-12-21	Ideal Supply Company Ltd.	Supplies		
3342026		16-404-2 - Freightliner - Snow Plow	Supplies	130.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.38	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	16.63	144.53
3361675		16-742 - Pavilion - Building Mtce	Credit	138.89-	
		11-210-2 - A/R HST Receivable	HST Tax Code	15.34-	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	17.74-	154.23-
3367673		16-426 - Backhoe - Maintenance	Supplies	15.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.76	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	2.03	17.61
3404113		16-444 - York Landfill - Misc.	Supplies	60.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.73	

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		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.78	67.66
3424121		16-446 - York Landfill - Supplies	Supplies	5.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.75	6.53
3424339		16-444 - York Landfill - Misc.	Supplies	71.73	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.92	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.16	79.65
3424588		16-320 - Garage - Mtc/Supplies/Tc	Supplies	165.07	
		11-210-2 - A/R HST Receivable	HST Tax Code	18.23	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	21.09	183.30
				Payment Total:	345.05
321	2021-12-21	Kempfenfelt Imaging Systems Ki Postage Meter Rental			
AR111096		16-113 - Admin - Office Equipmen	Postage Meter Rental	62.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.88	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.96	69.21
322	2021-12-21	Local Authority Services Ltd.	Staples		
MGBP000001902		16-110 - Admin - Office Supplies	Staples	25.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.82	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.26	28.34
MGBP000001943		16-303 - Roads-Office-Supplies/M	Staples	48.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.39	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	6.23	54.19
				Payment Total:	82.53
323	2021-12-21	Law N Mowers	By-Law Enforcement		
Nov/21		16-275 - By-Law Enforcement	By-Law Enforcement	1,249.43	1,249.43
324	2021-12-21	Magnetawan Building Centre Lt Credit			
101-80804		16-703 - Dunchurch Hall - Bld Mtc	Credit	154.65-	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.08-	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	19.76-	171.73-
103-85728		16-337 - Bridges/Culverts-Good &	Credit	263.05-	
		11-210-2 - A/R HST Receivable	HST Tax Code	29.06-	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	33.61-	292.11-
103-85727		16-337 - Bridges/Culverts-Good &	Supplies	638.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	70.46	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	81.50	708.46
103-85732		19-714 - Facilities - Capital - Elect	Supplies	45.87	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.07	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.86	50.94

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103-85744		19-714 - Facilities - Capital - Elect Supplies		4.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.48	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.56	4.87
				Payment Total:	300.43
325	2021-12-21	McDougall Energy	Diesel		
5478319		16-403 - Freightliner Tandem-	Fue Diesel	503.57	
		16-404 - Freightliner Single Axle -	Diesel	503.57	
		16-404-2 - Freightliner - Snow Plow	Diesel	503.57	
		16-411 - International - Fuel	Diesel	503.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	222.49	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	257.33	2,236.78
326	2021-12-21	North Bay Parry Sound District	2021 Levy		
Dec 2021		16-549 - Health Unit Operating (Le	2021 Levy	2,457.50	2,457.50
327	2021-12-21	Magnetawan Truck and Trailer	Undercoating		
599		16-404-2 - Freightliner - Snow Plow	Undercoating	90.57	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.00	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	11.57	100.57
603		16-404 - Freightliner Single Axle -	Winter Tires	135.85	
		16-404-2 - Freightliner - Snow Plow	Winter Tires	135.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	30.01	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	34.71	301.71
612		16-404 - Freightliner Single Axle -	Repair	2,207.23	
		11-210-2 - A/R HST Receivable	HST Tax Code	243.80	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	281.98	2,451.03
619		16-429 - Construction - Whiteston	Supplies	155.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.15	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	19.84	172.42
618		16-402 - Freightliner Tandem - Ma	Repair	274.51	
		11-210-2 - A/R HST Receivable	HST Tax Code	30.32	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	35.07	304.83
				Payment Total:	3,330.56
328	2021-12-21	Munisoft	Training		
2021/22-03687		16-104 - Admin - Training Expense	Training	110.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.25	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	14.17	123.17
329	2021-12-21	My-Tech Information Technolog	IT Support		
Nov 30/21		16-115 - Admin - Computer Suppl	IT Support	1,124.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	124.20	

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		99-999-1 - HST (Statistical) Non-L	HST Tax Code	143.65	1,248.65
330	2021-12-21	Near North District School Brd	Q4 Levy		
Q4		18-911 - English Public School Bo	Q4 Levy	240,937.47	240,937.47
331	2021-12-21	OMERS	Nov Remittance		
Dec 10/21		12-339 - OMERS	Nov Remittance	12,640.14	12,640.14
332	2021-12-21	Patricia Allen	Office Supplies		
Exp 10-Dec-21		16-110 - Admin - Office Supplies	Office Supplies	30.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.38	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.91	33.96
333	2021-12-21	Purolator Courier Ltd	Courier		
449171081		16-113 - Admin - Office Equipmen	Courier	4.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.54	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.62	5.40
334	2021-12-21	Russell Christie LLP	Debenture 2021		
Nov 22/21		16-120 - Admin - Legal Expenses	Debenture 2021	74.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.20	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.48	82.37
Nov 25/21		16-120 - Admin - Legal Expenses	Legal	277.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	30.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	35.45	308.15
Nov 25/21-2		16-120 - Admin - Legal Expenses	Legal	527.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	58.27	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	67.40	585.85
				Payment Total:	976.37
335	2021-12-21	Rebecca Green	ASP		
Nov 12/21		16-798 - After School Program	ASP	801.60	801.60
Dec 3/21		16-798 - After School Program	ASP	801.60	801.60
				Payment Total:	1,603.20
336	2021-12-21	Ricoh Canada Inc.	Photocopier		
SCO93478399		16-113 - Admin - Office Equipmen	Photocopier	665.16	
		11-210-2 - A/R HST Receivable	HST Tax Code	73.47	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	84.97	738.63
337	2021-12-21	R.J. Burnside & Assoc. Ltd.	Asset Management		
300052313-10		19-107 - Admin - Cap - Asset Mgr	Asset Management	965.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	106.67	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	123.37	1,072.37

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338	2021-12-21	Telizon Inc.	Long Distance		
06319120211210		16-109 - Admin - Telephone	Long Distance	11.58	
		16-237 - Station 1 - Telephone	Long Distance	5.74	
		16-803 - Library - Expenses	Long Distance	0.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.95	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	2.26	19.67
339	2021-12-21	Town of Parry Sound	Dog Pound		
IVC000000020846		16-275 - By-Law Enforcement	Dog Pound	99.45	99.45
IVC000000020849		16-455 - York Landfill -Hazardous	Hazardous Waste	2,578.80	2,578.80
				Payment Total:	2,678.25
340	2021-12-21	Vianet	Internet		
Dec 1/21		16-162 - High Speed Internet	Internet	170.91	
		16-227 - Fire - Office Supplies	Internet	170.90	
		16-710 - Dunchurch Hall -High Sp	Internet	106.80	
		16-321 - Garage - High Speed Inte	Internet	106.80	
		16-718 - Maple Is. Hall - Building M	Internet	106.79	
		16-452 - York Landfill - Maintenanc	Internet	160.73	
		11-210-2 - A/R HST Receivable	HST Tax Code	90.90	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	105.13	913.83
341	2021-12-21	Wurth Canada Limited	Supplies		
24621556		16-303 - Roads-Office-Supplies/M	Supplies	252.15	
		16-404-2 - Freightliner - Snow Plow	Supplies	252.10	
		16-320 - Garage - Mtc/Supplies/Tc	Supplies	296.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	88.46	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	102.31	889.32
24628873		16-404-2 - Freightliner - Snow Plow	Supplies	117.23	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.95	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	14.98	130.18
				Payment Total:	1,019.50
342	2021-12-21	Xplornet (Aulds)	Internet		
INV40427716		16-479 - Auld Landfill - Heating	Internet	71.22	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.87	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.10	79.09
343	2022-01-11	Rejected EFT (AMCTO)			
344	2022-01-11	Assoc Of Municipalities Of Ont.	Membership		
MEM008263		16-103 - Admin - Membership/Sut	Membership	2,134.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	235.80	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	272.73	2,370.64

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345	2022-01-11	Duck Rock Resort	Fuel		
37-2021	Accrual	16-234 - Station 1 - Fuel & Oil	Fuel	87.09	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	11.13	96.71
36-2021	Accrual	16-234 - Station 1 - Fuel & Oil	Fuel	131.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.53	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	16.80	146.03
33-2021	Accrual	16-234 - Station 1 - Fuel & Oil	Fuel	399.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	44.16	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	51.08	444.01
				Payment Total:	686.75
346	2022-01-11	Gin-Cor Industries	Supplies		
70603	Accrual	16-402 - Freightliner Tandem - Ma	Supplies	2,033.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	224.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	259.83	2,258.54
347	2022-01-11	Glen Martin Limited	Supplies		
364213	Accrual	16-702 - Dunchurch Hall - Supplie	Supplies	63.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.99	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	8.09	70.29
364311	Accrual	16-702 - Dunchurch Hall - Supplie	Supplies	55.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.16	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.12	61.88
				Payment Total:	132.17
348	2022-01-11	Hicks Morley LLP	Legal		
595574	Accrual	16-120 - Admin - Legal Expenses	Legal	917.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	101.38	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	117.26	1,019.26
349	2022-01-11	Hydro One Networks Inc.-York	Hydro-York		
Dec/21	Accrual	16-446-1 - York Landfill - Hydro	Hydro-York	93.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.32	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	11.94	103.77
350	2022-01-11	Hydro One Networks Inc.-Auld	Hydro-Aulds LF		
Dec /21	Accrual	16-466-1 - Aulds Landfill - Hydro	Hydro-Aulds LF	79.11	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.73	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.10	87.84
351	2022-01-11	Ideal Supply Company Ltd.	Supplies		
3474976		16-394 - 4 X 4 Truck - Fuel	Supplies	213.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	23.60	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	27.30	237.29

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352	2022-01-11	Local Authority Services Ltd.	Desk Calendars		
MGBP000001942	Accrual	16-110 - Admin - Office Supplies	Desk Calendars	9.15	
		16-233 - Station 1 - Minor Purchas	Desk Calendars	27.44	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.05	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	4.68	40.64
MGBP000002006	Accrual	16-110 - Admin - Office Supplies	Supplies	81.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.40	90.38
MGBP000002019	Accrual	16-110 - Admin - Office Supplies	Supplies	64.08	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.08	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	8.19	71.16
			Payment Total:		202.18
353	2022-01-11	Magnetawan Building Centre Lt	Supplies		
103-85877	Accrual	19-204 - Fire - Capital - New Resc	Supplies	46.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.98	51.97
101-82604	Accrual	16-110 - Admin - Office Supplies	Supplies	25.96	25.96
			Payment Total:		77.93
354	2022-01-11	McDougall Energy	Diesel		
5531153	Accrual	16-427 - Backhoe - Fuel	Diesel	296.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	32.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	37.93	329.68
5531175	Accrual	16-403 - Freightliner Tandem- Fue	Diesel	523.94	
		16-404-1 - Freightliner Single Axle	Diesel	523.95	
		16-404-2 - Freightliner - Snow Plow	Diesel	523.93	
		16-411 - International - Fuel	Diesel	523.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	231.48	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	267.73	2,327.24
5544672	Accrual	16-403 - Freightliner Tandem- Fue	Diesel	383.16	
		16-404-1 - Freightliner Single Axle	Diesel	383.17	
		16-404-2 - Freightliner - Snow Plow	Diesel	382.15	
		16-411 - International - Fuel	Diesel	384.16	
		11-210-2 - A/R HST Receivable	HST Tax Code	169.29	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	195.80	1,701.93
			Payment Total:		4,358.85
355	2022-01-11	Momentum Conferencing	Conference Calling		
MOM-0056993	Accrual	16-126 - Admin - Communications	Conference Calling	35.07	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.87	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	4.48	38.94

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356 Jan/22	2022-01-11	North Bay Parry Sound District 16-549 - Health Unit Operating (Le	2022 Municipal Levy 2022 Municipal Levy	2,457.50	2,457.50
357 627	2022-01-11	Magnetawan Truck and Trailer Accrual 16-409 - International-Maintenance	Repair Repair	253.63	
		11-210-2 - A/R HST Receivable	HST Tax Code	28.01	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	32.40	281.64
630		Accrual 16-409 - International-Maintenance	Repair	193.85	
		11-210-2 - A/R HST Receivable	HST Tax Code	21.42	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	24.77	215.27
				Payment Total:	496.91
358 381	2022-01-11	Mullen Heating and Cooling Inc Accrual 16-233 - Station 1 - Minor Purchas	Service call Service call	1,572.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	173.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	200.85	1,745.85
359 2021/22-03737	2022-01-11	Munisoft 16-115 - Admin - Computer Suppli	Software Maintenance Software Maintenance	5,004.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	552.72	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	639.28	5,556.78
360 758111	2022-01-11	Parry Sound Fuels Accrual 16-256 - Station 2 - Heating	Fuel Fuel	134.53	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.86	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	17.19	149.39
361 Decf 24/21	2022-01-11	Rebecca Green Accrual 16-798 - After School Program	Supplies ASP	801.60	801.60
Exp Dec 23/21		Accrual 16-790 - Recreation Cmttee-Progr	Rec Supplies	623.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	68.83	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	79.61	692.03
Exp D23		Accrual 16-790 - Recreation Cmttee-Progr	Hall Supplies	11.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.31	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.51	13.14
Exp Tea		Accrual 16-790 - Recreation Cmttee-Progr	Supplies	83.68	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.24	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.69	92.92
Exp Nov 22/21		Accrual 16-790 - Recreation Cmttee-Progr	Supplies	14.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.57	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1.82	15.82
Exp Dec 22/21		Accrual 16-798-1 - After School Program-	Supplies	349.62	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		11-210-2 - A/R HST Receivable	HST Tax Code	38.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	44.67	388.24
Exp D23 rec	Accrual	16-790 - Recreation Cmttee-Progr	Supplies	358.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	39.64	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	45.85	398.53
Exp	Accrual	16-790 - Recreation Cmttee-Progr	Supplies	408.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	45.11	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	52.17	453.46
				Payment Total:	2,855.74
362	2022-01-11	Ricoh Canada Inc.	Photocopier		
SCO93512133	Accrual	16-113 - Admin - Office Equipmen	Photocopier	460.09	
		11-210-2 - A/R HST Receivable	HST Tax Code	50.82	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	58.78	510.91
363	2022-01-11	R.J. Burnside & Assoc. Ltd.	Asset Mngt Plan		
300052313-11	Accrual	19-107 - Admin - Cap - Asset Mgr	Asset Mngt Plan	381.09	
		11-210-2 - A/R HST Receivable	HST Tax Code	42.10	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	48.69	423.19
364	2022-01-11	Sands Canada Inc.	Supplies		
00710758	Accrual	16-222 - Fire - Bunker/Safety/Unifr	Supplies	305.99	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.80	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	39.09	339.79
365	2022-01-11	SDB Truck & Equipment Repair	Safety Inspection		
12127	Accrual	19-204 - Fire - Capital - New Resc	Safety Inspection	305.28	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.72	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	39.00	339.00
366	2022-01-11	Rejected EFT (SPI Health and S			
367	2022-01-11	Star Metroland Medita	Advertising		
7410093	Accrual	16-108 - Admin - Advertising	Advertising	214.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	23.70	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	27.41	238.28
7416928	Accrual	16-108 - Admin - Advertising	Advertising-Poppy	81.41	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.40	90.40
				Payment Total:	328.68
368	2022-01-11	Town of Parry Sound	Fire Dept		
IVC0000020861	Accrual	16-233 - Station 1 - Minor Purchas	Fire Dept	76.10	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.40	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.72	84.50

Municipality of Whitestone

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
369 INV40871756	2022-01-11	Xplornet (Aulds) 16-479 - Auld Landfill - Heating 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Internet - Aulds LF Internet - Aulds LF HST Tax Code HST Tax Code	71.22 7.87 9.10	79.09
370 INV40422201	2022-01-11	XPLORNET (Fire) 16-262 - Statuib 2 - Internet 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Internet Fire Internet Fire HST Tax Code HST Tax Code	117.52 12.99 15.02	130.51
Other:					
1-Man Nov 25/21	2021-12-01	Sun Life Assurance Company of 12-334 - Health Benefits	Benefits Benefits	3,567.50	3,567.50
2-Man Aulds Nov 21	2021-12-01	Hydro One Networks Inc.-All 16-466-1 - Aulds Landfill - Hydro 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Aulds LF Hydro Aulds LF Hydro HST Tax Code HST Tax Code	77.55 8.57 9.91	86.12
3-Man Fire Nov 21	2021-12-01	Bell Canada 16-257 - Station 2 - Telephone 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Fire Phone Fire Phone HST Tax Code HST Tax Code	72.85 8.05 9.31	80.90
4-Man Office Nov 21	2021-12-01	Bell Canada 16-109 - Admin - Telephone 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Office Phone Office Phone HST Tax Code HST Tax Code	238.86 26.38 30.51	265.24
5-Man DCC Nov 21	2021-12-01	Bell Canada 16-706 - Dunchurch Hall - Telephc 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	DCC Phone DCC Phone HST Tax Code HST Tax Code	48.73 5.39 6.23	54.12
6-Man Fire1 Nov 21	2021-12-01	Bell Canada 16-257 - Station 2 - Telephone 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Fire1 Fire1 HST Tax Code HST Tax Code	69.09 7.63 8.83	76.72
7-Man MI Nov 21	2021-12-01	Bell Canada 16-720 - Maple Is. Hall - Telephon 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-L	Maple Island Maple Island HST Tax Code HST Tax Code	58.91 6.51 7.53	65.42
8-Man DC Nov 21	2021-12-09	TD Visa 16-310 - Roads-Supplies 16-444 - York Landfill - Misc. 16-703 - Dunchurch Hall - Bld	Dave Creasor Visa Dave Creasor Visa Dave Creasor Visa Dave Creasor Visa	51.00 6.43 248.21	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		16-320 - Garage - Mtc/Supplies/Tc	Dave Creasor Visa	1,161.90	
		11-210-2 - A/R HST Receivable	HST Tax Code	156.47	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	180.97	1,624.01
9-Man	2021-12-09	TD Visa	PA Visa		
PA Nov 21		16-209 - Fire - Memberships/Mutu	PA Visa	73.54	
		15-310 - Misc Office Revenue	PA Visa	88.11-	
		16-303 - Roads-Office-Supplies/M	PA Visa	95.62	
		16-106 - Admin - Postage Expens	PA Visa	4,260.57	
		16-115 - Admin - Computer Suppli	PA Visa	734.50	
		16-210 - Fire - Miscellaneous	PA Visa	259.49	
		16-123 - Admin - Volunteer Appre	PA Visa	22.02	
		11-210-2 - A/R HST Receivable	HST Tax Code	520.37	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	601.86	5,878.00
10-Man	2021-12-09	TD Visa	EF Visa		
EF Nov 2021		16-790 - Recreation Cmttee-Progr	EF Visa	94.31	
		16-790 - Recreation Cmttee-Progr	EF Visa	432.63	
		11-223 - Due to Due (from) Library	EF Visa	73.19	
		11-210-2 - A/R HST Receivable	HST Tax Code	58.20	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	67.32	658.33
11-Man	2021-12-09	TD Visa	MH Visa		
MH Nov 21		16-115 - Admin - Computer Suppli	MH Visa	411.64	
		16-110 - Admin - Office Supplies		281.28	
		16-123 - Admin - Volunteer Appre	MH Visa	258.17	
		16-272 - Biosphere Monitoring GB	MH Visa	111.31	
		15-310 - Misc Office Revenue		88.59-	
		16-115 - Admin - Computer Suppli	MH Visa	10.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	117.34	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	135.72	1,101.30
12-Man	2021-12-20	TD Visa	PA Visa		
PA Dec 21		16-123 - Admin - Volunteer Appre	PA Visa	187.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.76	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	24.01	208.70
				Total for AP:	535,517.30

Report prepared for Council January 11, 2022

STAFF REPORTS



MUNICIPALITY OF WHITESTONE 2021 – A YEAR IN REVIEW



January 2021
Michelle Hendry, CAO/Clerk

INTRODUCTION

The year 2021 was a productive but difficult year for the Municipality of Whitestone.

COVID-19 continued to dominate our messaging and how we delivered services to the Community; however, much was accomplished with oversight and direction from Council. A dedicated staff complement, the many volunteers who continued to work behind the scenes, and a community who were engaged and interested in the decisions made supported the Municipality in its 2021 endeavours.

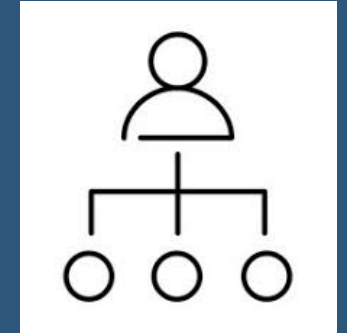
The following '2021 Year in Review' document provides a high level summary of the accomplishments and activities of the various services in the Municipality. There is much to be proud of.

Each page provides a brief overview of the service or activity in general, along with information on 2021 accomplishments. Comparable data with previous years for some of the services is provided.

Michelle Hendry
CAO, Clerk

ADMINISTRATION

The Administration role at the Municipality is to *support* Council, Council meetings and Council initiatives as well as oversee the various departments and manage human resources. Department heads report directly to the CAO/Clerk in addition to the By-law Enforcement Officers, the CEMC and contract Communication staff.



2021

A few highlights:

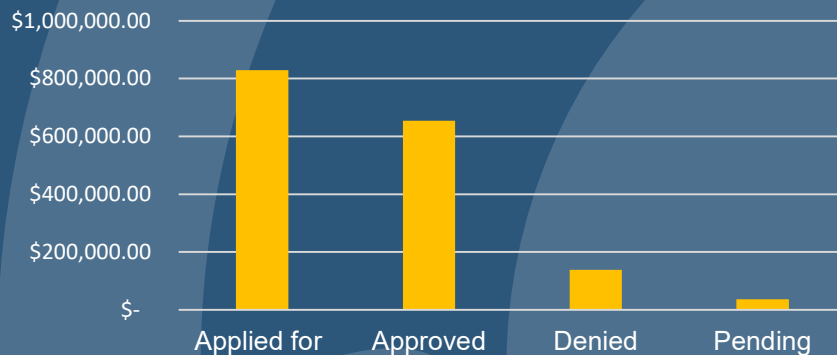
GRANT OPPORTUNITIES

A total number of grant opportunities (thirteen) were applied for in 2021. Of the thirteen grants applied for in the amount of \$828,730, the Municipality was successful in being approved for \$655,145 with \$25,960 pending a response.

POOL AND WELLNESS CENTRE

Council approved a one-time contribution in the amount of \$250,000 to the project as well as an annual contribution toward the operating deficit in the amount of \$18,316 (for 10 years). Council declined participation in the Joint Services Board.

Grant Applications



COMMUNICATIONS

A Communications Strategy was developed in 2020 and a number of important components were implemented in 2021 including an enhanced website and Facebook messaging, a bi-weekly e-news letter and a Council meeting highlights feature.

OFFICE RENOVATIONS

Late in 2021, Council approved modest renovations to the Municipal Office. This work will commence in early spring 2022.

ELECTRONIC SIGNS

Electronic information signs were approved in the 2021 budget; one for the Community Centre and one for the Library. The design work is complete. The structure bases and the necessary electrical wiring have been installed and the manufacturer is now awaiting the delivery of a number of components. The signs are expected to be fully installed by the spring of 2022.

EMERGENCY MANAGEMENT – CEMC

Emergency Management is a joint effort in the Municipality with oversight of the Emergency Plan by the Community Emergency Management Coordinator (CEMC). The role of the CEMC is to assist the Municipality with emergency preparedness and to ensure the Municipality and its emergency operations centre are in a continuous state of readiness in the event of a municipal emergency. The Plan was updated in 2021 with further refinements planned for 2022.

BROADBAND INTERNET ACCESS

Efforts continued in 2021 to find a Broadband solution for Whitestone. In August, Cogeco announced that high-speed fibre-to-the-home internet is coming to an estimated 2,130 homes and businesses in the communities of Waubamik, Lake Manitouwabing, McKellar, Hurdville, Fairholme, Dunchurch and Whitestone Lake. Surveying and engineering for this project was to begin in late 2021 with design work to commence in 2022. Installation and construction will follow in 2023 and 2024.

INDIGENOUS CULTURAL AWARENESS

Council made a number of commitments in 2021 to indigenous cultural awareness including a Land Acknowledgement Statement to be read at the beginning of Council, Board and Committee meetings. As well, all staff and Council had the opportunity to complete indigenous cultural training.

FINANCE AND TREASURY

The Finance and Treasury staff have oversight to the finances of the Municipality including; the annual budget process, the annual audit, accounts receivable, account payable, general cash management, banking, tax collection, payroll and miscellaneous other responsibilities including donations and the annual road grant program.

2021

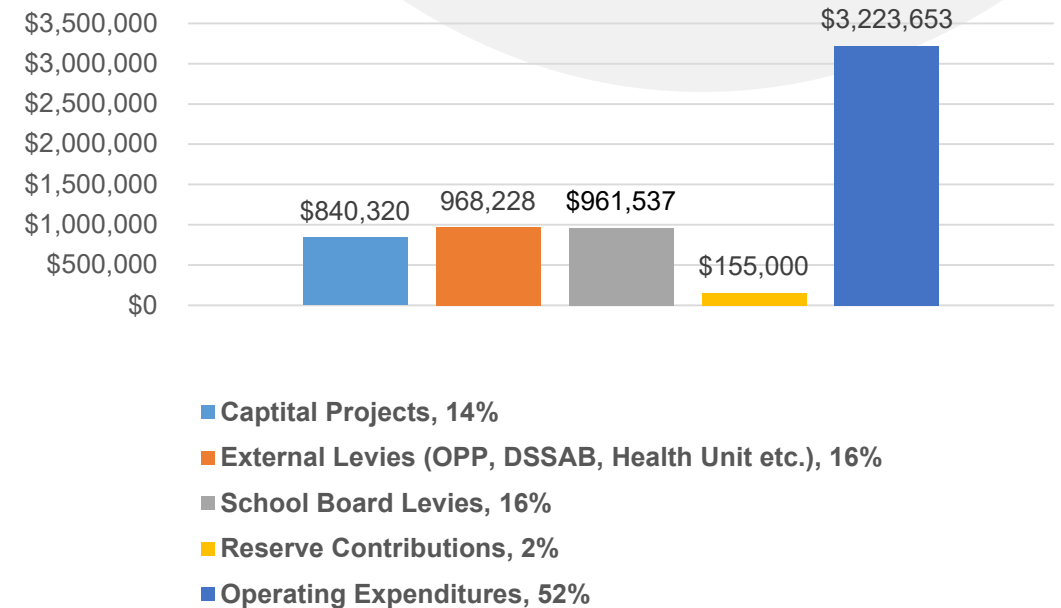
Highlights of the approved 2021 Operating and Capital Budget reflect decreased mandatory levies, decreased funding from grants, reduced debt financing and reduced capital expenditures as compared to prior Year 2020.

A Tax Rate increase of 1%, Education Rate unchanged from 2020, and an increased ending Reserve Balance.

2021 Capital Initiatives: enhanced gravel program, Boakview Bridge repairs, Whitestone Lake Road surface treatment, Canning & Balsam Road slurry seal, Library water system improvements, Park accessibility path and Electronic notice signs for the Community Centre and Library. Asset Management Planning and Nursing Station Expansion Projects continued through 2021.

A significant project led by the Municipal Treasurer in 2021 was the development of an Asset Management Plan (for core assets) which was presented to Council on December 8, 2021.

How the 2021 Taxes were Allocated (approved budget)



PUBLIC WORKS - ROADS AND BRIDGES

Safe roads and bridges that facilitate orderly traffic movement all year round is the ultimate goal and include the following general maintenance services:

- grading
- shoulder repair
- repair potholes (patching)
- appropriate signage
- tree trimming and brushing
- drainage (which includes ditching as well as ditch and culvert maintenance)

In addition to the above, Public Works provides seasonal services such as snow plowing and sanding of the roads as well as the municipal parking lots, the helipad and the standpipes for Fire Services.

2021

Projects in 2021 included: Boakview Bridge replacement and Whitestone Lake Road, Canning Road, Balsam Road and Bunny Trail Road improvements including surface treatment and slurry seal.

An improved and expanded gravel resurfacing program provided gravel for Lorimer Lake Road and Parker Bay Road. An enhanced gravel resurfacing program is planned for 2022.

Numerous drainage issues were resolved and staff built several plow turnarounds to assist with winter maintenance.



PUBLIC WORKS – WASTE MANAGEMENT

The Municipality of Whitestone provides waste management services at two landfill sites: Auld’s Road and York Street. Both sites allow for the disposal of household waste and two-stream recycling: fibre/paper and co-mingled containers (glass and cans). In addition, the Municipality accepts propane tanks for recycling as well as scrap metal. Residents are encouraged to participate in diverting material from the landfill by recycling. Household construction and demolition debris and brush are accepted at the Auld’s Road site only.

2021

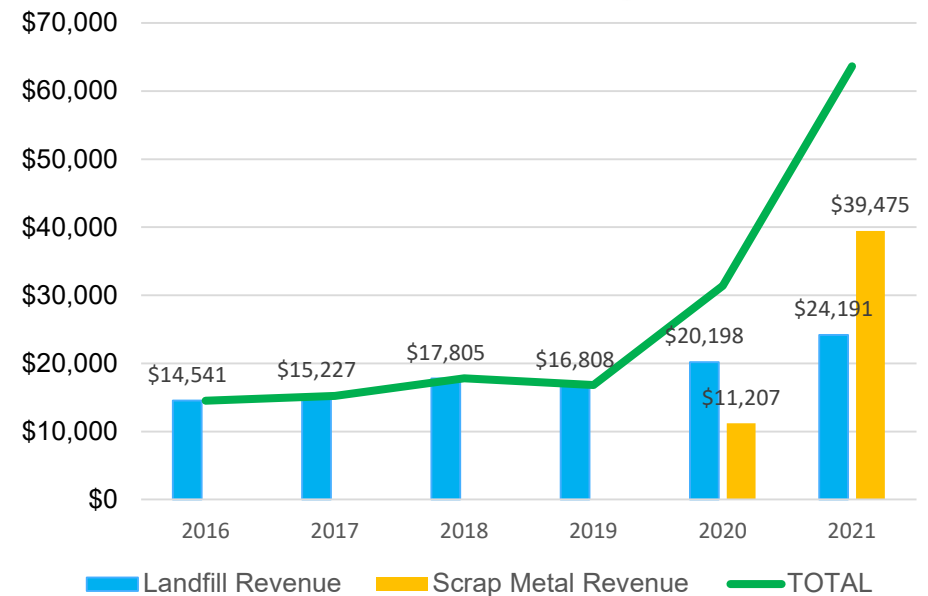
Improvements have been ongoing at the Landfill Sites in 2021 with regard to site functionality, brush grinding and the establishment of a small Reuse Centre located at each site. Reuse Centre’s accept small furniture, sporting goods, toys, books, housewares, etc. See our website for more information on the Reuse Centres and general recycling.

An operational and administrative change with regard to how scrap metal is managed has provided significant revenue for this recycled commodity in the past two years. Commodity prices for scrap metal were higher than normal in 2020 and 2021, significantly contributing to the revenues.

Landfill revenue is continuing to show an upward trend with improved management processes including the implementation of a ‘no cash’ protocol and point-of-sale (debit) machines.



Landfill Fees Collected and Scrap Metal Revenue



LANDFILL BOTTLE SHEDS

The Municipality of Whitestone provides for the recycling and collection of bottles and cans at both the Auld’s Road and York Street Landfill sites. The monies collected are intended to support community and school initiatives.

The Auld’s Road bottle revenue is currently managed by the Whitestone McKellar Lions Club and York Street is managed by the Parents Association for the Whitestone Lake School. In previous years, there have been various arrangements for sharing revenue between the two locations.

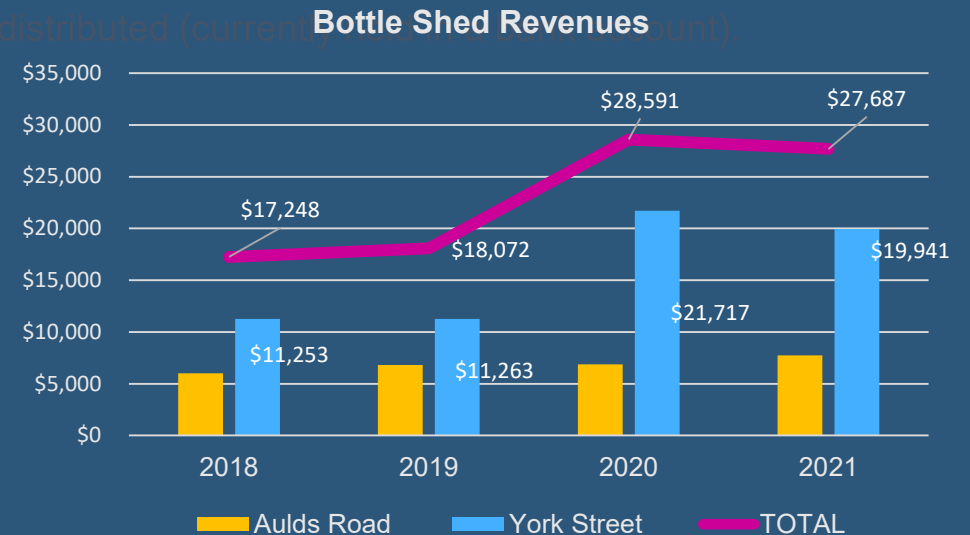
In 2019, Council reconfirmed their commitment to the use of the bottle and cans revenue in support of the Lions Club and the Parents Association, with annual financial reports to be submitted to the Municipality. The reports should provide an accounting of which months each organization managed the bottle shed, revenue received by month and an accounting of how all funds were distributed, donated, or spent.

of how all funds were distributed, donated, or spent, or otherwise intended to be distributed (currently **Bottle Shed Revenues** (Amount)

2021

The Municipality built a new bottle shed at the York Street Landfill in 2020 and sliding doors were installed in 2021.

Staff are working with the Parents Association to review and audit previous statements and to develop audit protocols in respect to how the funds are collected, banked and distributed and, creating internal controls for the management of the significant funds.



FIRE AND RESCUE SERVICES

The members of our Fire and Rescue Service are the very best our community has to offer and are proud to serve with distinction and dedication.

The Department is pleased to help the community every day to provide emergency services, fire protection and public education as determined necessary according to needs and circumstances.

2021

An on-line Fire Permit process was launched in 2021. This service was well received by the community and resulted in an increase in permits issued compared to 2020.

Permits issued in 2021 - 1457

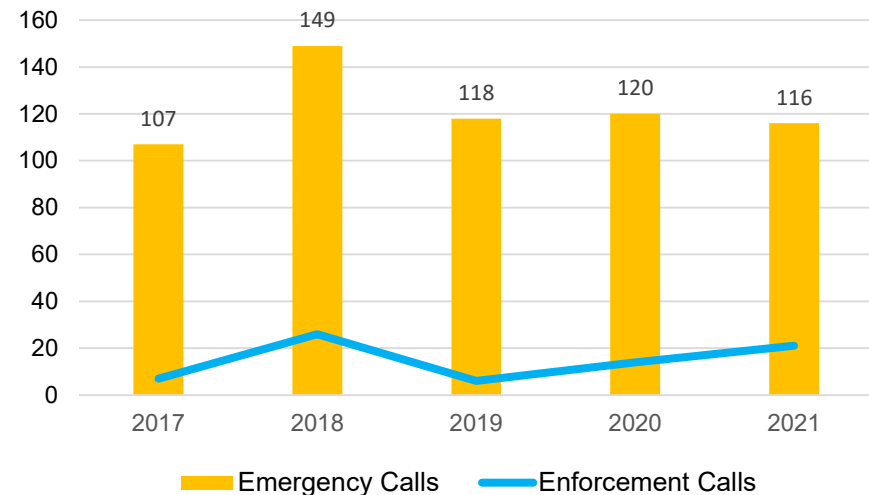
Permits issued in 2020 - 1360

The number of burning complaints handled in 2021 was 21 compared to 14 in 2020.

As in previous years, the majority (approximately 95%) of the emergency calls are medical response calls.



Fire and Rescue Service Calls



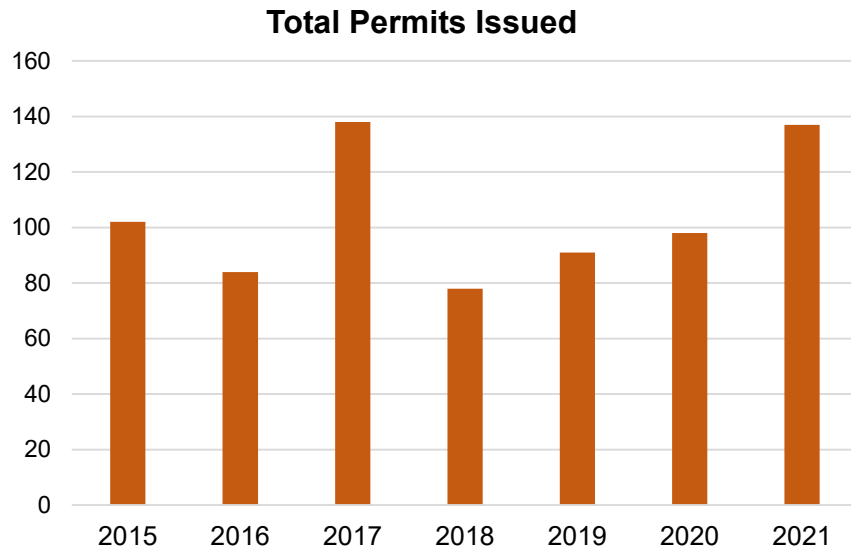
BUILDING SERVICES

The Municipality of Whitestone is responsible for enforcing the Ontario Building Code and issuing permits for construction, renovations, demolition and certain change of use buildings.

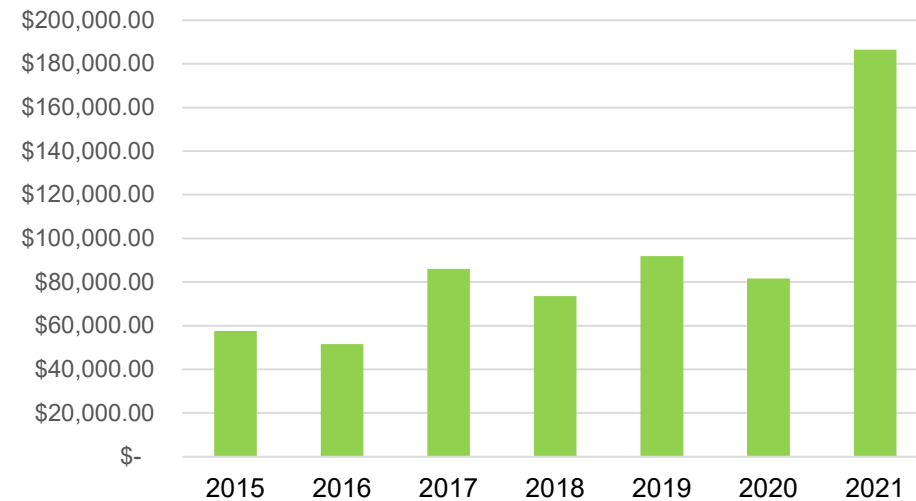
If a homeowner is planning to construct a new building, construct an addition or renovate an existing building, they are required to apply for and obtain the required permits before any construction begins. Dock permits and demolition permits are also managed by Building Services.

2021

The number of Building Permits issued in 2021 was significantly higher than in the previous three years, as was the associated revenue.



Permit Value (Fees Collected - Revenue)



PLANNING SERVICES

Planning Services at the Municipality of Whitestone provides information and general guidance with respect to land use planning including the Municipality’s Official Plan and Zoning By-law.

2021

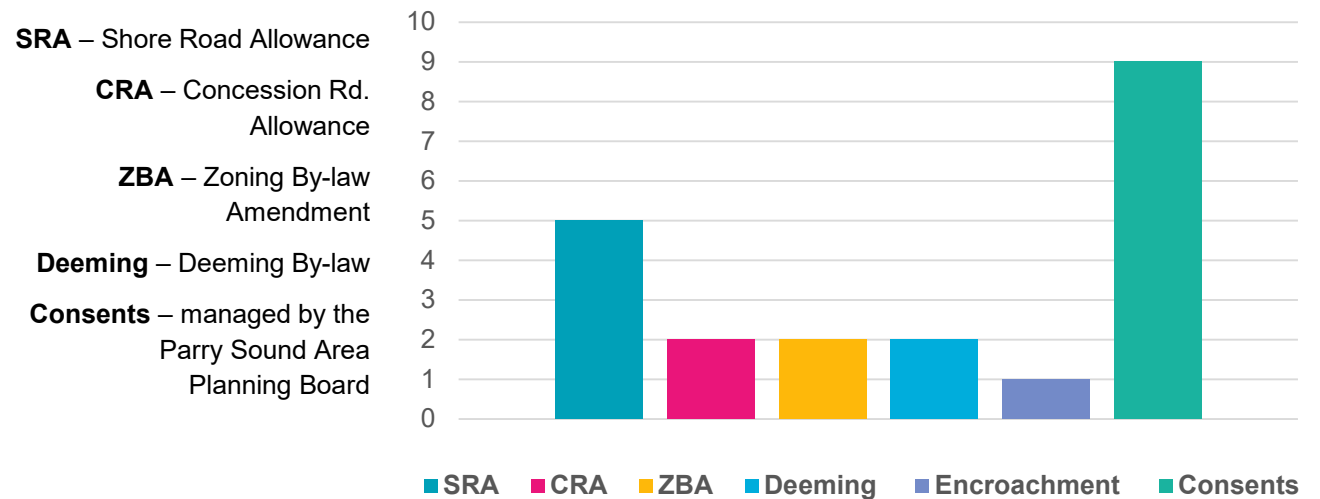
In addition to the Planning Applications noted in the depicted chart, in 2021 Council approved a Housekeeping Zoning By-law Amendment addressing bunkies, sleeping cabins, seasonal dwellings and provisions for docks.

A public Meeting was held in regards to two Official Plan Amendments (OPA) under consideration, related to backlot development and trailers.

No decision has been made on the OPA at this time. A report on the matter will be submitted to Council early in 2022 from the Municipal Planner.



2021 Planning Applications



ENVIRONMENTAL INITIATIVES

In 2021, Council formed the Whitestone Environmental Stewardship Committee to address environmental concerns within the Municipality and to coordinate and assist efforts of the various conservation and lake associations within its boundaries that have complementary mandates.



2021

2021 initiatives included the Mayors Monarch Pledge, Invasive Species Webinars, an education series on Social Media, Benthic Monitoring on Whitestone and WahWashKesh Lakes, boot brushes for our Walking Trails, distribution of septic Health information in the Newsletter, and our ongoing roadside grass mowing program whereby milkweed is protected from being cut.

The Municipality successfully applied for and received a grant from 'Green Shovels' to purchase a community tool kit to remove invasive plant species from private property. Guidelines for borrowing the tool kit will be in place for the Spring of 2022.

Whitestone Council joined Georgian Bay Biosphere Mndoo Gamii, an organization that builds capacity for regional sustainability in eastern Georgian Bay with a mission to nurture a balance between humans and nature in the Georgian Bay Biosphere region.

Whitestone Council also committed to joining ICECAP (Integrated Community Energy and Climate Action Plans) in 2022. ICECAP is a partnership between the Municipality and First Nations located in and around the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions.

Road side cleanup challenge

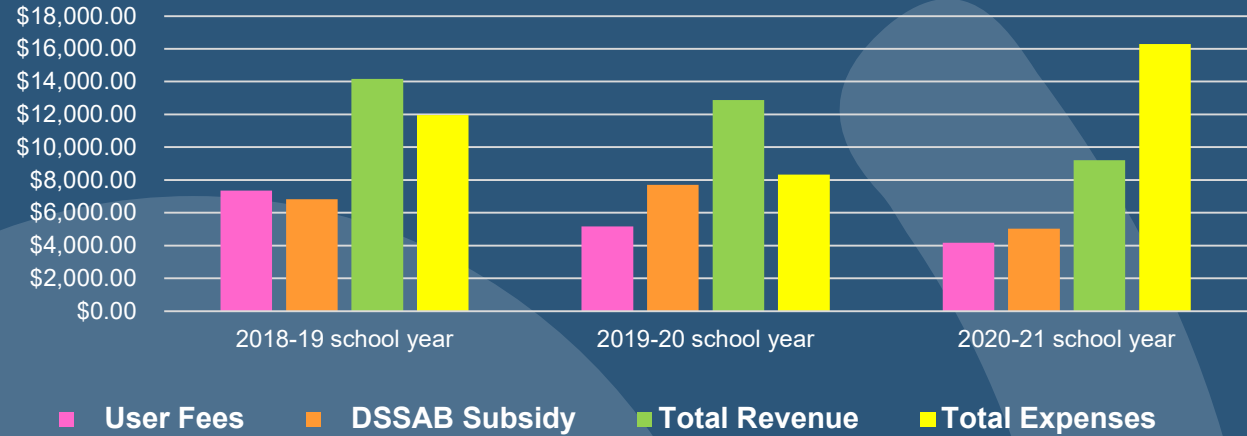


WHITESTONE AFTER SCHOOL PROGRAM

The Municipality of Whitestone offers and manages an After School Program at the Whitestone Lake School. The program is committed to the community and its families and provides the opportunities deemed essential for happy and successful children. The values are based upon belonging, well-being, engagement and expression, and these are embedded in the everyday operations.



After School Program - Expense and Revenue



2020 – 2021 School Year

In concert with the Ministry of Education and the After School Coordinator strict COVID-19 protocols are followed for the safety of the children and the Community. The higher expenses for 2020-2021 school year include: additional staff time for cleaning and disinfecting (one extra hour each day), cleaning supplies/disinfectant, hand sanitizer and each child now has their own craft supplies and individual container. The Province has supplied at no charge PPE (masks and face shields).

Revenue was impacted due to school closures, resulting in a reduction in user fees collected.

CEMETERY SERVICES

The Municipality of Whitestone is proud of the three Municipal Cemeteries: Fairholme, Maple Island and Whitestone. Oversight, on behalf of the Municipality, is undertaken by the Cemetery Board and its members. We thank the Board members for their ‘behind the scenes’ work and for the respect and sensitivity of their approach to the families they assist during bereavement.

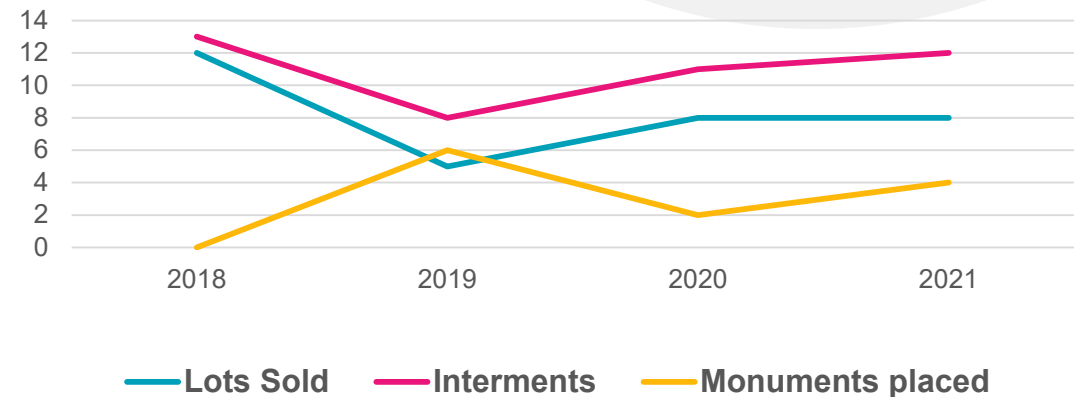
2021

With another year of COVID-19 restrictions, Board meetings were held virtually and funeral gatherings were kept small.

All Interments were conducted in compliance with the Provincial COVID-19 requirements for outdoor group sizes and following social distancing.

Work has slowed down on the data entry of information into the Cemetery Software (Central Square and Stone Orchard) purchased in 2019. Fairholme Cemetery information is substantial, and not yet complete. This work is intended to continue in 2022.

Cemetery Activity



NURSING STATION

The Whitestone Nurse Practitioner-led Clinic (NPLC) provides comprehensive primary care for residents and cottagers in Whitestone and the surrounding area. Services include health promotion, disease prevention, chronic disease management, and education for patients and families in the community.

2021

We're Growing!

WHITESTONE AND AREA NURSE PRACTITIONER-LED CLINIC

In addition to ongoing clinical services, the NPLC has brought vaccination clinics into our community. Including our first local vaccination clinic on April 1, 2021, the NPLC has held 12 vaccine clinics and administered almost 500 COVID-19 vaccination doses.

Whitestone Council in partnership with the West Parry Sound Health Centre and several grant funding opportunities, will be expanding the Nurse Practitioner-led Clinic in 2022. Design and planning was well underway in 2021 in support of this wonderful community asset.

A robust fundraising effort commenced in 2021 with a goal of \$180,000.

An anonymous donor has offered to match all fundraising dollars up to \$90,000.

As of December 31, 2021, \$54,180.75 has been raised towards the building expansion and with the matching funds, it totals \$108,361.50. This is 60.2% of the total goal.

The project will be out for Tender in January 2022 with a 'shovel in the ground date' anticipated to be April or May of 2022.



A fundraising poster with a teal background. At the top, it reads "WHITESTONE NURSE PRACTITIONER-LED CLINIC" in white capital letters. Below this, the phrase "We're Growing!" is written in a large, white, cursive font. Underneath, it says "DONATE TODAY" in small white capital letters. A paragraph of text follows: "We have outgrown our building and are planning an expansion of 1,000 square feet at grade with a full basement. An anonymous donor has offered to match donations from the general public up to a total of \$80,000. Your donation will go twice as far!!". At the bottom, there is an illustration of four healthcare professionals (two women and two men) in various medical attire, some wearing masks. To the left of the illustration is a QR code with a speech bubble above it that says "SCAN ME". At the very bottom, in a dark purple bar, it says "LEARN MORE: WWW.WHITESTONE.CA" in white capital letters.

RECREATIONAL FACILITIES

The Municipality boasts a number of recreation facilities including the beautiful Dunchurch Community Centre, the Dundome, the Whitestone Waterfront Park and numerous boat launches.

2021

An accessibility path was built at Whitestone Waterfront Park this year; new signage was installed as well as additional docks east of the waterfront park. Sun Shades were ordered for the beach and will be installed in early spring 2022.

The Lake Wah Wash Kesh parking area was expanded and improved to accommodate parking and the boat launch at Indian Narrows was improved by Public Works staff as well as the Labrash Lake and Beach Road boat launches.



Whitestone Waterfront Park



Indian arrows Boat Launch and Parking improvements



New Docks at Church Street Beach and Boat Launch



Accessibility Path Church Street

RECREATION PROGRAMMING AND ACTIVITIES

A small but enthusiastic Recreation Committee has organized and delivered (in spite of COVID-19) a number of well received activities and events for the Community.

Easter, Halloween and Christmas activities have kept the young families busy and engaged. Thank you to those who volunteer their time and to those who make donations.

2021

Walk-Fit is back at the Community Centre commencing in September 2021 and stay tuned in 2022 for Pickle Ball at the DunDome.

When conditions permit with respect to COVID-19 protocols, staff are looking into Tai Chi, yoga and other exercise related programming.

The Recreation Committee and the Library have joined forces to sponsor and host events including the Christmas Social, Great Whitestone Gingerbread Contest, take-home activity bags, Community Board Game Nights, Dungeons & Dragons, and Story Walks.



SPECIAL AWARDS 2021



Senior of the Year



Cathy Lamb and her family have been part of the Whitestone Community for sixteen years and she has spent countless hours volunteering on various projects and committees to help make Whitestone a better place.

The Municipality of Whitestone would like to thank and congratulate Cathy Lamb – *Senior of the Year* on this very well deserved honour

Order of the Municipality of Whitestone

As active members of the Whitestone Historical Society, **Andrew and Marie Houser** have been instrumental in documenting the history of the Municipality of Whitestone and area, through the annual historical calendar and through the researching, compilation, and publication of numerous books.

We are extremely fortunate to have Andrew and Marie devote their time and energy to the history of the Municipality of Whitestone and the prestigious *2021 Order of Whitestone* award is well deserved.



WHITESTONE PUBLIC LIBRARY & TECHNOLOGY CENTRE

The Whitestone Public Library reopened to the public on June 30, 2021, after five months of COVID-19 mandated curbside pickup following completion of it's renovation and addition.



Over 13,000 items circulated



Over 900 program participants

2021

Program attendance swelled as pandemic restrictions eased. The library worked closely with a number of community partners including the Recreation Committee, Whitestone McKellar Lions Club, Dunchurch Agricultural Society, and the Whitestone Historical Society to offer services and activities including the new Seed Library and Minecraft & STEM Club.

In October 2021, the library applied for a Commonwell Mutual Insurance Group L.E.A.F. Initiative grant. As a direct result of community support in the form of more than 180 letters of support, the library was able to secure over \$20,000 to upgrade computer and technology for 2022

Looking ahead to 2022, the library will be partnering with the Georgian Bay Biosphere and the Dunchurch Agricultural Society to offer hands-on gardening workshops and building a raised bed community garden.



Whitestone, A Perfect Place To Live, Work & Play



Whitestone Fire Rescue

Annual Statistic Report

2021

The Whitestone Fire Rescue Department was busy this year responding to **116 (one hundred and sixteen)** Emergency calls for service and (21) enforcement calls as of December 31, 2021.

Fire Department participated in the grade 8 graduation at WSLCS with two fire trucks.

Fire Department delivered chicken dinners (4) times and 8 chicken dinners each time. The Fire Department delivered groceries to seniors in Whitestone one Saturday for approximately (8) month or as needed in conjunction with Sobies and the Rotary club.

Assisted WPSHC with the first vaccine clinic for Covid-19 at the Whitestone Community Center, help patient that need help to and from their vehicles to the Community Center some needing a wheel chair, help to maintain a safe and steady flow.

The Fire Department responded to a Drowning on Wahwashkesh Lake, Fire Department searched the water with fire boat, and firefighter search shore line and bush. OPP Helicopter on scene, the OPP underwater searched & Recovery unit located and Recovered the male patient.

The Fire Department responded to a multi casualty incident for a boat that hit gull rock on Whitestone Lake (5) patients all treated by Fire Department, one patient was ejected from front of boat in to the water, two patients transported to West Parry Sound Health Center by EMS.

The Fire Department responded for a Patient that was thought to have been hit by the train but on scene it was determined the patient had jumped from a moving train west of Bolger bridge, used CN high rail to access the patient, Patient had multisystem trauma, Fire Department treated and immobilized patient. Air Ambulance landed on the tracks at Bolger bridge and transported patient to Sudbury Science North Hospital.

Patient came to Fire Hall, after a 700 lb bale of hay rolled on to patient, patient had laceration and hematoma to front of head, Fire Department tread patient cervical collar, dressing to stop bleeding EMS Transported patient to West Parry Sound Health Center.

The Fire Department responded to a road wash out with a car pulling a box trailer with riding lawn mower in the trailer. Patient was trapped on the roof of his car that was in the middle of the wash out road and in fast moving water, Fire Department rescue the trapped patient from the roof of the car just be for rest of the road wash out.

The Fire Department responded to a missing elderly male patient who did not return from a walk in the wood behind his residence searched the patient house, and yard and out building, both side of the HWY 520. The OPP were called as well, OPP Emergency Response Team attended the scene did a search of the bush and located the patient, some hours later in good health.

Page 1 of 2

Prepared By:
Bob Whitman, Fire Chief

The Fire Department trained member of the Royal Canada Legions on CPR, and how to use their new public access defibrillator.

The Fire Department participated in an Emergency exercise with, McKellar, Parry Sound, McDougall, Sequin,

The Fire Department worked with the Whitestone Recreation committee to host another open Halloween walk around the parking lot down in front of the Dundome and Fire Hall so as to maintain social distancing outside. Lots of scary ghosts, candy cotton candy, good safe time had by all.

Whitestone Fire received a newer decommissioned from Parry Sound EMS a 2016 move up from a 2011

Some of the calls from 2021

(3) Structure Fires

(1) Truck Fire (Truck was stolen)

(1) Farm Tractor Fire (Tractor and hay on fire in hay field)

(1) Bush fires under .5 of a Hectare in size

(3) VSA (sudden death)

(2) ATV accidents,

(1) Patient treated for marijuana (edible or smoked Marijuana)

(0) Attempted suicide

(2) Alcohol related calls

(1) Domestic violence

(3) Drug related, Street Drugs (Cocaine, Heroin, Others)

(3) MVC (Motor Vehicle Accident) car hit horse?, One Car off road in to ditch, One Car stolen
Rolled over on HWY 520, both occupants impaired.

(1) Air Ambulance on scene to transported patient to Hospital

(2) Air Ambulance on Ardbeg Helipad, one landing in the day time, one landing at night

Fire Department responded to multiple medical calls, chest pain, TIA, stroke, cut fractured arms legs



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: January 18, 2022

Report No: ADMIN-2022-01

Subject:

Joint Compliance Audit Committee and By-law

Recommendation:

THAT the Council of the of the Municipality of Whitestone receive for information report ADMIN-2022-01 (Joint Compliance Audit Committee and By-law) and

THAT the Council of the of the Municipality of Whitestone adopt by By-law the West Parry Sound Joint Election Compliance Audit Committee Terms of Reference per Attachment A.

Background:

The Municipal Elections Act (the Act), 1996 as amended contains provisions that allow electors to request an audit of an Election Candidate's or of a Third-party Advertiser's campaign finances, if they have reasonable grounds to suspect the Candidate or Third-party Advertiser has contravened the financial provisions of the Act.

The review of these audit requests/applications is the responsibility of Compliance Audit Committees; these arms-length committees must be established by municipalities before October 1st 2022 for the 2022-2026 term of office, s 88.37(1).

Analysis:

The Municipality of Whitestone currently participates in a Joint Compliance Audit Committee with the East Parry Sound Municipalities. Going forward, Whitestone will be aligned with West Parry Sound.

Role of clerk or secretary, Section 88.37 (6)

The clerk of the municipality or the secretary of the local board, as the case may be, shall establish administrative practices and procedures for the committee and shall carry out any other duties required under this Act to implement the committee's decisions.

The Clerks of the West Parry Sound Municipalities have developed and agreed to the Terms of Reference for the Committee which will be adopted by By-law by each of the Municipalities individually.

Staff from the host municipality where an application for an audit has been filed will provide administrative support to the Committee. The Clerk or designate from the host municipality shall act as Recording Secretary for the Committee. Any responsibility not clearly identified within the Terms of Reference shall be in accordance with sections 88.33 through 88.37 inclusive of the Act.

Financial Considerations:

Each member, including the alternate, will receive an annual retainer of \$600.00. The retainer fees shall be shared equally amongst the participating municipalities. Members will receive remuneration of \$75.00 per diem for attendance at meetings, plus mileage at the rate of the host municipality upon receipt of the request for reimbursement from the committee member.

The per diem and mileage are to be paid by the host municipality where the request for a Compliance Audit was filed, except in the case of the initial meeting, for which payment of those monies shall be shared equally between the participating municipalities.

Administration costs for such items as printing and mailing will be absorbed by the host municipality where the request for a compliance audit was filed.

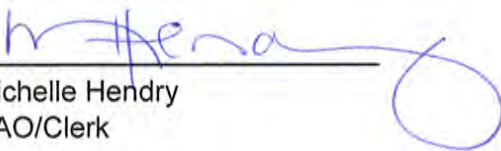
Link to Strategic Plan:

Core Values

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

- Accountability
- Openness and transparency

Respectfully submitted by:



Michelle Hendry
CAO/Clerk

Attachment A:

Terms of Reference, Joint Compliance Audit Committee

ATTACHMENT A

West Parry Sound Joint Election Compliance Audit Committee

Terms of Reference

1. Definitions

Act – means the *Municipal Elections Act, 1996*, as amended.

Clerk – The administrative staff member, generally known to be the Clerk, CAO/Clerk or Clerk-Administrator, from any municipality listed in section 2 of these Terms of Reference for which an application for a compliance audit (**Schedule A**) has been received and who carries out the business of the Council for his or her respective municipality.

Committee – the West Parry Sound Joint Election Compliance Audit Committee as established by the respective Councils of those municipalities listed in section 2 of these Terms of Reference and which have passed a By-law or resolution of participation.

Contributor – A resident of Ontario who makes a contribution to the election campaign of a candidate to support his/her candidacy for municipal election, which may include the candidate and his/her spouse.

Registered Third Party – means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under section 88.6 of the *Municipal Elections Act*.

2. Name and Representation

The name of the Committee is the West Parry Sound Joint Election Compliance Audit Committee. The Committee will represent the Township of the Archipelago, Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin and the Municipality of Whitestone as required under sections 88.33 through 88.37 inclusive of the Act.

3. Term

The Committee shall serve their terms consistent with the terms of Council, namely November 15, 2022 onward, to consider applications originating from the 2022 and subsequent elections and any by-elections during those terms. The Committee will meet as needed with meetings to be scheduled when a compliance audit application is received and requires disposition. Within 30 days of a vacancy becoming available on the Committee, the Clerks will provide a recommendation to their respective Council regarding the vacancy.

4. Mandate

- (a) The Joint Election Compliance Audit Committee is not a local board; it is an independent and impartial decision-making body with a mandate that is part of the Legislature's oversight of municipal elections. Its purpose, as set out in the Act, is to make certain decisions that form part of the enforcement of election finance provisions

in the Act, for which it is distanced from the municipalities in a manner that is inconsistent with a municipality's power to dissolve a local board.

- (b) The Committee shall ensure that the provisions relating to election campaign finances under the Act, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.
- (c) The Committee shall abide by any terms and conditions which may be set out by the respective municipality's solicitor, auditor, and/or insurer, for any business relating to a compliance audit, in accordance with the procedural By-law for the respective municipality.
- (d) The Committee will perform all required functions relating to all compliance audit applications. This shall include the following:
 - i. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant and the public [section 88.33(5)];
 - ii. Within 30 days of receipt of an application for a compliance audit (**Schedule A**) from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request [section 88.33(7)];
 - iii. The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant [section 88.33(8)];
 - iv. If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances. [section 88.33(10)];
 - v. Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the Committee [section 88.33(14)];
 - vi. Give consideration to the auditor's report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate [section 88.33(17)];
 - vii. The decision of the Committee under clause 4(d)vi and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant [section 88.33(18)];
- (e) The Committee will perform all functions related to receiving a report from the Clerk regarding the review of contributions to candidates as required under sections 88.34(4) or 88.34(7) of the Act. This shall include the following:
 - i. Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a Contributor for an apparent contravention [section 88.34(8)];
 - ii. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the Contributor, the applicable candidate and the public [section 88.34(9)];

- iii. The decision of the Committee under clause 4(e)i and brief written reasons for the decision, shall be given to the Contributor, the Clerk of the municipality or the secretary of the local board, if applicable [section 88.34(11)].
- (f) The Committee will perform all functions related to receiving a report from the Clerk regarding the review of contributions submitted by a registered third party as required under section 88.36(4) of the Act. This shall include the following:
 - i. Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a Contributor for an apparent contravention [section 88.36(5)];
 - ii. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the Contributor, the registered third party and the public [section 88.36(6)];
 - iii. The decision of the Committee under clause 4(f)i and brief written reasons for the decision, shall be given to the Contributor and the Clerk of the municipality [section 88.36(7)].

5. Membership Composition & Selection

The Committee will be composed of three (3) members and one (1) alternate member, with membership drawn from the following stakeholder groups:

- (a) accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;
- (b) academic – college or university professors with expertise in political science or local government administration;
- (c) legal;
- (d) professionals who in the course of their duties are required to adhere to codes or standards of their profession which may be enforced by disciplinary tribunals; and,
- (e) other individuals with knowledge of the campaign financial rules of the Act.

Members of Council, municipal staff, and candidates running in the election and any persons who are registered third parties in the municipality in the election for which the Committee is established are not eligible to be appointed to the Committee as stipulated in section 88.37(2) of the Act.

All applicants will be required to submit a letter outlining their qualifications and experience. The municipal Clerks (or designates) from the participating municipalities will make recommendations to the municipal Councils for the appointment, by Council resolution, of members to the Committee.

The selection process will be based upon clearly understood and equitable criteria. Members will be selected on the basis of the following:

- (a) demonstrated knowledge and understanding of municipal election campaign financing rules;

- (b) proven analytical and decision-making skills;
- (c) experience working on a committee, task force or similar setting;
- (d) availability and willingness to attend meetings;
- (e) excellent oral and written communication skills; and
- (f) other skills as deemed necessary.

To avoid possible conflicts of interest, care must be taken that any auditors or accountants or legal counsel appointed to the West Parry Sound Joint Election Compliance Audit Committee do not audit or prepare the financial statements of any candidate running for office in the municipal election, or provide counsel to any candidate running for office. Accordingly, any auditor, accountant or legal counsel appointed to the committee will have to agree, in writing, to not undertake the audits or preparation of the financial statements of any candidates, or provide any counsel to any candidates, seeking election (**Schedule B**). Failure to adhere to this requirement will result in the individual being removed from the Committee.

Appointment to the committee shall be confirmed when the Councils of a majority of the participating municipalities have passed resolutions appointing members to the committee.

6. Chair

The Committee members will select a Chair from amongst its members at its first meeting.

7. Staffing and Funding

Staff from the host municipality where an application for an audit has been filed will provide administrative support to the Committee. The Clerk or designate from the host municipality shall act as Recording Secretary for the Committee. Any responsibility not clearly identified within the Terms of Reference shall be in accordance with sections 88.33 through 88.37 inclusive of the Act.

Each member, including the alternate, will receive an annual retainer of \$600.00. The retainer fees shall be shared equally amongst the participating municipalities. Members will receive remuneration of \$75.00 per diem for attendance at meetings, plus mileage at the rate of the host municipality upon receipt of the request for reimbursement from the committee member. Per diem and mileage are to be paid by the host municipality where the request for a Compliance Audit was filed, except in the case of the initial meeting, for which payment of those monies shall be shared equally between the participating municipalities.

Administration costs for such items as printing and mailing will be absorbed by the host municipality where the request for a compliance audit was filed.

8. Meetings

The Committee shall hold one initial meeting. Subsequent and additional meetings shall be in response to application(s) for compliance audit(s), to a maximum of four (4) meetings per application, in consultation with the Clerk of the respective municipality. The alternate member shall attend all meetings, even if not required to stand in for a regular member.

Meetings shall be conducted using guidelines established in the Procedural By-Law for the municipality from which an application originated. Meetings of the Committee shall be open to the public but the Committee may deliberate in private when making decisions. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting once the closed session has concluded.

The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.

Minutes shall be recorded at each meeting and shall outline the general deliberations and resulting actions and recommendations.

The location of the meetings shall be set by the Committee.

Financial consideration shall be as per section 7.

9. Conflicts of Interest

Committee members shall be bound by the *Municipal Conflict of Interest Act, 1990*, as amended, with respect to financial interest, and shall disclose any possible pecuniary interest to the Recording Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which the possible pecuniary interest was declared is discussed.

10. Role of the West Parry Sound Clerks, or Designates

The Clerks, or designates, of the participating West Parry Sound municipalities will work together to promote, interview and make recommendations to Councils for appointment to the Committee.

11. Acceptance of Terms of Reference

Appointed Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference and the Act (**Schedule C**).

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE A

APPLICATION FOR COMPLIANCE AUDIT

Applicant Information:

Name: _____
(Please Print Full Name)

Mailing Address: _____

Address of property that qualifies the applicant
as an elector in West Parry Sound
(if different from Mailing Address): _____

Email Address: _____ Phone Number: _____

Audit Request Information:

Name of Candidate: _____
(Please Print Full Name)

Candidate for office of : Mayor/Reeve Councillor **OR** a Registered Third
Party Advertiser

For the Township/Municipality/Town of:
 The Archipelago Carling McDougall McKellar Parry Sound Seguin

Date of election: _____

Which section(s) of the *Municipal Elections Act, 1996*, as amended, relating to election
campaign finances to you believe have been contravened?: _____

Reason(s) for Compliance Audit Request (attach supporting documentation or additional
pages, if any):

Declaration:

I, the undersigned applicant:

(1) am an elector as defined under section 17(2) of the *Municipal Elections Act, 1996*, as amended, namely a person who:

- a) resides in the _____ of _____ or is the owner or tenant of land there, or the spouse of such an owner or tenant;
- b) is a Canadian citizen;
- c) is at least 18 years old; and,
- d) is not prohibited from voting under section 17(3)¹ or otherwise by law;

(2) have reasonable grounds for believing that the candidate has contravened the *Municipal Elections Act, 1996*, as amended, relating to the candidate's election campaign finances; and,

(3) believe the facts and information submitted above to be true, and I request a compliance audit of the candidates' election campaign finances.

I, _____ of the _____ of _____ in the _____ of _____

solemnly declare that all the statements contained in this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the _____ of _____)
in the _____)
of _____)
this _____ day of _____)
_____, 20____)

A Commissioner, etc.

Signature of Applicant

Date

¹Section 17(3) of the *Municipal Elections Act, 1996*, as amended:

The following are prohibited from voting:

1. A person who is serving a sentence of imprisonment in a penal or correctional institution.
2. A corporation.
3. A person acting as an executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44.
4. A person who was convicted of the corrupt practice described in subsection 90(3), if voting day in the current election is less than five years after voting day in the election in respect of which he or she was convicted.

INFORMATION GUIDE APPLICATION FOR COMPLIANCE AUDIT

As per Section 88.33(1) of the *Municipal Elections Act, 1996*, as amended (the "Act"), an elector who is entitled to vote in an election and believes on reasonable grounds that a candidate/third party advertiser has contravened a provision of this Act relating to election campaign finances or contributions may apply for a compliance audit of the candidate's/third party advertiser's election campaign finances. A copy of the Act can be found at www.e-laws.gov.on.ca.

Completed applications for a Compliance Audit must be submitted to the Clerk of the municipality where the candidate/third party advertiser in question conducted their campaign.

As per Section 88.33(3), the application must be made within 90 days after the latest of:

1. The filing date under Section 88.30;
2. The date the candidate/third party advertiser filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30.
3. The candidate's/third party advertiser's supplementary filing date, if any, under section 88.30.
4. The date on which the candidate's extension, if any, under subsection 88.23(6) expires, or the date on which the third party advertiser's extension, if any, under subsection 88.27(3) expires.

Once a completed application has been submitted to the Clerk, the Clerk must forward the application to the Joint Election Compliance Audit Committee (the "Committee") within 10 days.

Within 30 days after receiving the application, the Committee shall consider the application and decide whether it should be granted or denied. The decision of the Committee and brief written reasons for the decision will be given to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant. The decision of the Committee to grant or deny the application may be appealed to the Superior Court of Justice with 15 days after the decision is made.

If the Committee decides to grant the application, it shall appoint an auditor to conduct a compliance audit of the candidate's/third party advertiser's election campaign finances. The auditor shall promptly conduct such an audit and shall prepare a report outlining any apparent contravention by the candidate/third party advertiser. The auditor shall submit the report to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant.

Within 10 days of receiving the report, the Clerk shall forward the report to the Compliance Audit Committee. The Committee shall consider the report within 30 days after receiving it and may, if the report concludes that the candidate/third party advertiser appears to have contravened a provision of the Act relating to election campaign finances, commence a legal proceeding against the candidate/third party advertiser for the apparent

contravention.

The decision of the Committee and brief written reasons for the decision will be given to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant.

Notwithstanding the Joint Compliance Audit Committee process, any person may take legal action at any time with respect to an alleged contravention of a provision of the Act relating to election campaign finances or contribution limits.

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE B

Acknowledgement – Candidates' Financial Statements

I, _____, understand that the *Municipal Elections Act, 1996*, as amended, prohibits a member of an election compliance audit committee from preparing or auditing the financial statements of any candidate running for office in a municipal election. I agree to not undertake any audits or preparation of the financial statements of any candidates, or provide any counsel to any candidates, seeking election. I understand that failure to adhere to this requirement will result in my immediate removal from the West Parry Sound Joint Election Compliance Audit Committee.

Signature of Member

Date

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE C

Acceptance of Terms of Reference

I, _____, have read and understand the West Parry Sound Joint Election Compliance Audit Committee Terms of Reference and agree to undertake my role as a Joint Election Compliance Audit Committee Member in accordance with these terms.

Signature of Member

Date



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: January 18, 2022

Report No: ADMIN-2022-02

Subject:

Accountability, Transparency, and Openness Policy

Recommendation:

THAT the Council of the of the Municipality of Whitestone receive for information report ADMIN-2022-02 (Accountability, Transparency, and Openness Policy) and

THAT the Council of the of the Municipality of Whitestone adopt by By-law the Accountability, Transparency, and Openness Policy per Attachment A to this report.

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 compliant with section 270 (1) of the Municipal Act, with the exception of:

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.

Analysis:

The attached policy addresses item 5.

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.

Financial Considerations:

There are no financial implications related to this policy.

Link to Strategic Plan:

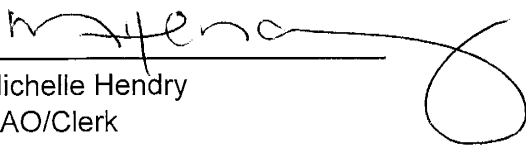
Core Values

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

Accountability
Openness and transparency
Respect for others

Respect for nature and the environment
Honesty and integrity
Efficiency and cost effectiveness

Respectfully submitted by:



Michelle Hendry
CAO/Clerk

Attachment A:

Accountability, Transparency, and Openness Policy

Attachment A



THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

CORPORATE POLICY MANUAL

POLICY MANUAL SECTION: Governance, Council	POLICY NUMBER: xx
POLICY NAME: Accountability, Transparency, and Openness Policy	
DATE APPROVED: January 18, 2022	AUTHORITY: Municipal Act Section 270 (1) 5 By-law 11-2022
REVISION DATES:	DEPARTMENT RESPONSIBLE: Administration, Council

PURPOSE

The Ontario Municipal Act, 2001, S.O. 2001, c. 25 (the Act) Section 270 (1) 5. requires that all municipalities adopt and maintain a policy 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”*.

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 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
 - 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. 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 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-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 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 is held by Committee of the Whole annually, to present the 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 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.
- 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.

9



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Administration

Agenda Date: January 18, 2022

Report No: ADMIN-2022-03

Subject:

Use of Corporate Resources for Election Purposes Policy

Recommendation:

THAT the Council of the Municipality of Whitestone receive for information report ADMIN-2022-03 (Use of Corporate Resources for Election Purposes Policy) and

THAT the Council of the of the Municipality of Whitestone adopt by By-law the Use of Corporate Resources for Election Purposes Policy per Attachment A to this report.

Background:

Section 88.18 of the Municipal Elections Act, 1996 (MEA) requires municipalities and local boards, to establish rules and procedures with respect to the use of municipal or board resources

88.18 Before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period.

The MEA specifies that a municipality or local board cannot make a contribution to a municipal election candidate (Section 88.8 (4)) or a registered third party (Section 88.12 (4) as of April 1, 2018).

A “contribution” includes:

- a) money, goods and services given to and accepted by or on behalf of a person for his or her election campaign (Section 88.15 (1))
- b) money, goods and services given to and accepted by or on behalf of an individual, corporation or trade union in relation to third party advertisements (Section 88.15 (2) as of April 1, 2018).

Since a “contribution” may take the form of money, goods or services, any use of the Corporation’s resources for an election campaign by a Member of Council who is a candidate, or by any candidate or any registered third party, would be a contribution by the Municipality. The

Election Finances Act and the Canada Elections Act impose similar prohibitions for provincial and federal election campaigns.

It is recognized that Members of Council are holders of their office until the end of their term. Nothing in the policy shall preclude a Member of Council from performing their job, nor inhibit them from representing the interests of the constituents who elected them.

Analysis:

The purpose of this policy is to clarify that all election Candidates, members of Council, and Municipal Staff are required to follow the provisions of the Municipal Elections Act, 1996, S.O. 1996, c. 32, with regards to the use of corporate resources for election purposes, and in general that:

- No Candidate shall use Municipal resources for any election campaign or campaign related activities, except as permitted in the policy; and
- No Candidate shall undertake campaign-related activities on Municipal property; and
- No Candidate shall use the services of persons during hours in which those persons receive any compensation from the Municipality.

This policy is applicable to all Candidates, members of Council (including members not seeking re-election, as well as those acclaimed), a registered third party and members of Staff (full time, part time and /or temporary) as well as contracted personnel.

Financial Considerations:

There are no financial implications related to this policy.

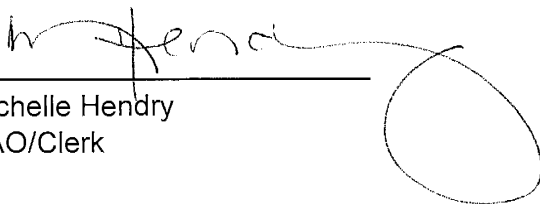
Link to Strategic Plan:

Core Values

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

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

Respectfully submitted by:



Michelle Hendry
CAO/Clerk

Attachment A:

Use of Corporate Resources for Election Purposes Policy



CORPORATION OF THE MUNICIPALITY OF WHITESTONE

CORPORATE POLICY MANUAL

POLICY MANUAL SECTION: Council / Governance	POLICY NUMBER:
POLICY NAME: Use of Corporate Resources for Election Purposes	
DATE APPROVED:	AUTHORITY Municipal Elections Act, 1996, S.O. 1996, c. 32, Section 88.8 (4) 5 By-law 12-2022
REVISION DATES:	DEPARTMENT RESPONSIBLE: Administration

PURPOSE:

The purpose of this policy is to clarify that all election **Candidates**, members of Council, and Municipal **Staff** are required to follow the provisions of the Municipal Elections Act, 1996, S.O. 1996, c. 32, Section 88.8 (4) 5, with regards to the use of corporate resources for election purposes, and that:

- No **Candidate** shall use Municipal resources for any election campaign or campaign related activities, except as permitted in this policy; and
- No **Candidate** shall undertake campaign-related activities on Municipal property; and
- No **Candidate** shall use the services of persons during hours in which those persons receive any compensation from the Municipality.

SCOPE:

This policy is applicable to all **Candidates**, members of Council (including members not seeking re-election, as well as those acclaimed), a registered third party and members of **Staff**.

USE OF CORPORATE RESOURCES FOR ELECTION PURPOSES POLICY

1. GENERAL POLICY STATEMENT

It is in the public interest to maintain the integrity of the election process and therefore to establish guidelines on the appropriate use of corporate resources during an election period.

This policy is applicable to all **Candidates**, members of Council (including members not seeking re-election, as well as those acclaimed), a registered third party and members of **Staff**.

2. RATIONALE AND LEGISLATIVE AUTHORITY

These guidelines establish the appropriate use of Municipal resources during an election period to protect the interests of Council, the Corporation and the public. The Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended (**Act**) Section 88.8 (4) 5., prohibits a Municipality from making contributions to **Candidates**. The **Act** also prohibits a **Candidate**, or someone acting on a **Candidate's** behalf, from accepting a contribution from a person or entity who is not entitled to make a contribution.

A contribution may take the form of

- money,
- goods or services, or
- any use by **Candidates**, members of Council (including members not seeking re-election, as well as those acclaimed), a registered third party and members of **Staff**, of any Municipality of Whitestone resources for his or her election campaign which would be viewed as a contribution by the Municipality, which is a violation of the **Act**.

3. DEFINITIONS

Acclaimed – means a **Candidate** elected by acclamation pursuant to Section 37 of the Elections **Act**.

Act – means the *Municipal Elections Act*, 1996, S.O. 1996, c. 32, as amended.

Campaign Activity – means any activity using **Campaign Materials** meant to elicit support during an election period.

Campaign Materials – means any materials used to solicit votes for a **Candidate** or question in an election including but not limited to literature, banners, posters, pictures, buttons, clothing, or other paraphernalia.

Campaign materials include, but are not limited to, materials in all media formats,

for example print, displays, radio or online (including websites or social media).

Candidate – means a person who has filed a nomination for an office pursuant to Section 33 of the **Act**, and also includes a person who has filed a nomination for election to a school board pursuant to the Education Act, R.S.O. 190, c. E2, as amended.

Corporate Resources – means real property, goods and/or services owned, controlled, leased, acquired, or operated by the Municipality including but not limited to: facilities, parks, materials, equipment, monetary funds, technology, Municipal IT systems and resources, databases, intellectual property, supplies, Municipal logo, Municipal issued email addresses, and Municipally issued cell phones and computers.

Registered Third Party – in relation to an Election in a Municipality, means an individual, corporation or trade union that is registered under Section 88.6 of the **Act**.

Staff – means all full-time and part-time persons hired by the Municipality as well as contracted staff.

4. LIMITATION

Nothing in this policy shall preclude a Member of Council from performing their job as Mayor or Councillor, nor inhibit them for representing the interests of the constituents who elected them.

5. GENERAL PRINCIPLES

The general principles are intended to provide further clarity:

- 5.1 Corporate resources, assets including staffing and funding shall not be used for any election-related purposes. Corporate resources include facilities, equipment, computer hardware and software, Municipal funded mobile phones, supplies, services, **Staff**, **Staff** offices or other resources of the Municipality.
- 5.2 **Staff** shall not canvass or actively work in support of a Municipal **Candidate** or party during normal working hours unless they are on a leave of absence without pay, lieu time, or vacation leave.
- 5.3 **Candidates** shall not undertake campaign-related activities on Municipally owned or leased property.
- 5.4 **Candidates** shall not place or install and campaign related signs or **Campaign Materials** on or in any on Municipally owned or leased property.

- 5.5 No **Candidate** shall display campaign related signs or material in their vehicle while it is parked on Municipal owned or leased property.
- 5.6 **Candidates** may not campaign and/or distribute campaign literature during any function being hosted by the Municipality of Whitestone, whether on Municipal owned or leased property or not.
- 5.7 **Candidates** shall not use any Municipally provided facilities, owned or leased by the Municipality for any election-related purposes unless rented in accordance with the Municipality's rental procedures as a private rental. The only exception is an All **Candidates** Meeting organized by a group/persons between Nomination Day and Election Day. To qualify as an All **Candidates** Meeting, the meeting must be organized by a group/persons not affiliated with any particular **Candidate** and must invite all **Candidates** running in the Municipal Election to participate.
- 5.8 No **Candidate** shall be permitted to submit any written materials to a Council, Committee or Board agenda or make statements at a Council, Committee or Board meeting which may be construed as supporting the personal or political agenda of a member and/or nominated **Candidate** during an election period.
- 5.9 Members of Council shall not:
- i) Print or distribute any material that is paid for by Municipal funds that illustrates that a Member of Council or any other individual is registered in any election or where they will be running for office;
 - ii) Profile (name or photograph), or make reference to, in any material paid by Municipal funds, any individual who is registered as a **Candidate** in any election; and
 - iii) Print or distribute any material using Municipal funds that makes reference to, or contains the names or photographs, or identifies registered **Candidates** for Municipal elections; and that the Minutes of Municipal Council and Committee meetings be exempt from this policy.
- 5.10 **Candidates** shall not print or distribute any election-related material using Municipal funds.
- 5.11 In any material printed or distributed by the Municipality of Whitestone, **Candidates** are not permitted to:
- i) illustrate that an individual (either a Member of Council or any other individual) is a **Candidate** registered in any election;
 - ii) identify where they or any other individual will be running for office; or
 - iii) profile or make reference to **Candidates** in any election.

- 5.12 Websites or domain names or other Social median platforms that are funded by the Municipality of Whitestone shall not include any election-related campaign material but may include contact information for each **Candidate**, (address, phone number, e-mail address, etc.) if a consent form is provided to the Clerk.
- 5.13 The Municipality's voicemail system shall not be used to record election related messages or the computer network (including the Municipal email system) to distribute election related correspondence.
- 5.14 The Municipality's logo, crest, coat of arms, slogan, etc. shall not be printed or distributed on any election materials or included on any election campaign related website, except in the case of a link to the Municipality's website to obtain information about the Municipal Election.
- 5.15 Photographs produced for or owned by the Municipality of Whitestone shall not be used for any election purposes.
- 5.16 Distribution lists or contact lists developed utilizing corporate resources for corporate / Municipal purposes or through contact in a Member of Council's role shall not be utilized for election purposes.
- 5.17 The above recommendations shall also apply to an acclaimed Member or member not seeking re-election.

6. DELEGATION AND ENFORCEMENT

Should any written complaint arise in regard of this policy, the Clerk or their designate shall have the delegated authority to investigate in consultation with the Municipal legal council as deemed necessary, to make a determination in regard to the complaint.



21 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: Michelle Hendry, CAO/Clerk
Date: January 18, 2022
Re: Communications Strategy update

In 2020 a Whitestone Communications Strategy was developed by Bloom Strategic Solutions Consulting Inc. and a final version was presented to Council in July 2020.

The following Objectives were established:

- Objective 1: Be Professional and Consistent – Brand and Capacity
- Objective 2: Be Relevant and Engaging – Channels and Tools
- Objective 3: Be Timely and Informative – Content and Messaging
- Objective 4: Be Accessible and Inclusive - Compliance and Records

The attached document provides an update of accomplishments as well as the tasks / objectives of the plan. Many initiatives are complete or ongoing – others have timelines 'to be determined' or are intended to be a 2022 initiative.

The updates are noted in **RED** in the far right column of the Communications Strategy document.

o



**JANUARY 2022
UPDATE**

Prepared by:
Michelle Hendry, CAO/Clerk
January, 2022

COMMUNICATIONS STRATEGY

Final Strategy and Detailed Implementation Plan

Original Presentation to Council – July 6, 2020

The Goal

Vision for Communications

To provide effective, open communication that engages all residents in Council priorities, fosters a positive brand for the municipality, and promotes awareness of Whitestone's key programs and services.

Guiding Principles

- ✓ Communicate in a clear, professional, consistent and responsive manner
- ✓ Be open, transparent, and accountable
- ✓ Encourage and value public input and two-way communication
- ✓ Share information in a timely manner
- ✓ Communicate in plain language, using diverse, measurable and accessible formats
- ✓ Protect the privacy of individuals



Focus Area



Objective 1: Be Professional and Consistent

Brand and Capacity

Strategy: Enhance the internal capacity and skills within the organization to produce consistent, professional and timely communications

Why?

Communication that has a consistent and professional look and tone reduces confusion or missed information.

Brands catch people's attention and are easier to remember.

Implementation

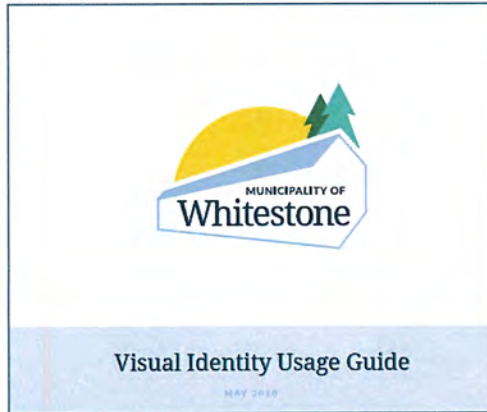
Objective 1: Be Professional and Consistent – Brand and Capacity



TASK	ASSIGNED TO	NOTES	January 2022 update
1.1 Revitalize branding by polishing existing logo and establishing visual standards, including brand guidelines, supporting graphics and an image bank			
Refresh logo and corporate branding and create brand standards guide and supporting graphics	Consultant	Council currently reviewing refreshed logo concept - colour palettes sent to website developer - supporting graphics and files to be provided by consultant	Complete
Develop image and video bank - including: photos and videos of key municipal services, residents, local attractions and events	Staff	Staff to capture images and videos of Whitestone - highlighting Municipal services and community assets, obtain consent/release to use photos	Ongoing
1.2 Develop a comprehensive policy for corporate communications (including social media and media relations) and procedures for communication work and processes			
Develop corporate communications policy for Council Approval	CAO/Clerk	Policy development currently underway as part of Communications Strategy consulting project	2022 Initiative
Draft corporate procedures for Staff to follow when performing communication work	Staff	Procedures for social media, media relations, external communications and internal communications	TBD
1.3 Develop brand-aligned templates for routine communications to increase efficiency (i.e. media releases, social media posts, public notices, advertising, reports, etc.)			
Create templates applying revitalized brand and visual standards	Consultant	Review all channels/ tools proposed in the strategy to determine templates required and then create templates incorporating the refreshed brand guidelines - Priority templates include newsletter (print and digital email formats), social media posts, media release, flyers, posters, advertising, letterhead, business carded	FACEBOOK and Newsletter templates have been created. Letterhead and business cards have been updated with new logo and colours Poster template under development
1.4 Provide training opportunities and resources (software, technology) for employees who perform communication work to improve their communication skills			
Provide training to employees who perform communication work to improve communication skills	Consultant	Some staff training (Canva, hootsuite, constant contact, website) will be required for new	Website training complete for numerous staff. Ongoing as needed
Source technology and/or software required to support goals of the communication strategy	CAO	Subscribe to design program (canva) and software (hootsuite, constant contact) and ensure corporate system requirements will support these programs (browser, laptop, etc.)	Newsletter design is now contracted out; no need for Canva or hootsuite as this time.
1.5 Develop background information and key messages for key municipal programs, services, and any priority topics identified by council.			
Develop key messages for municipal programs, services and priority topics for Council and all residents	CAO	Determine priority topics/services and then draft key messages for on-going use in external communications and social media - can be done concurrently with content development for the website redevelopment project	Ongoing as a component of the communications work underway

Implementation

Objective 1: Be Professional and Consistent – Brand and Capacity



Core Colours

STONE	CMYK 58/34/1/2 RGB 167, 188, 214 Hex #A7BCD6 PMS 651C	CHARCOAL	CMYK 100/47/22/82 RGB 0, 42, 58 Hex #002A2A PMS 303C
MINT	CMYK 58/0/26/0 RGB 64, 193, 172 Hex #40C1AC PMS 7465C	GREEN	CMYK 80/17/76/51 RGB 40, 114, 79 Hex #28724F PMS 555C
YELLOW	CMYK 0/4/87/0 RGB 251, 225, 64 Hex #FDD04D PMS 114C		

Accent Colours

BLUE	CMYK 86/8/0/0 RGB 0, 163, 224 Hex #00A3E0
PURPLE	CMYK 56/84/7/0 RGB 153, 74, 147 Hex #85A093
GRAY	CMYK 70/46/40/12 RGB 86, 113, 122 Hex #56737A
BLUES	CMYK 10/3/1/0 RGB 219, 226, 233 Hex #DBE2E9

COLOUR PALETTE



Primary Logo with Border

MUNICIPALITY OF
Whitestone

White Wordmark

LIGHT LOGOS (FOR USE ON DARK BACKGROUNDS)

Brand Kit

Brand logos

Brand colors

Brand fonts

- Headings, Noto Serif, 31.5
- Subheadings, Lato Bold, 18
- Body, Lato, 12

Focus Area



Objective 2: *Be Relevant and Engaging*

Channels and Tools

Strategy: Use communication tools and channels that meet the information and feedback needs of all residents (seasonal and year-round), the community and visitors to better engage all audiences and enhance customer service:

Why?

New digital media channels, combined with traditional channels, will make it easier for people to access information and expand the reach of your message – often in a more economical and measurable way!

Implementation

Objective 2: Be Relevant and Engaging – Channels and Tools



TASK	ASSIGNED TO	NOTES	January 2022 update
2.1 Redevelop municipal website using revitalized branding			
Website redevelopment project - including new content management system, refreshed navigation and enhanced tools (newsfeed, calendars, forms, subscriptions, links to social media accounts)	Website Consultant	Concurrent website redevelopment project underway - incorporating refreshed brand guidelines (see Task 1.1), video and images (see Task 1.2) and key messages (see Task 1.5)	Complete December 2020 Ongoing updates
Create procedures to ensure content is updated regularly and monitor website analytics to ensure content is engaging and relevant	Staff	Develop a schedule for updating content and review analytics annually to assess effectiveness of current content and navigation	Ongoing website review to keep content current. Analytics to be reviewed at year end.
2.2 Modernize existing communication channels (i.e. newsletter) with a priority of transitioning to formats that are measurable, allow feedback and are available in both digital and print			
Encourage residents and stakeholders to subscribe for email and website updates and create a database of contacts	Staff	Create an email sign-up form on new website and promote to all residents the ability to subscribe for e-newsletter and website updates. Promotional campaign in newsletter, through social media, and other external communications activities	Ongoing. Since the implementation of the E-newsletter, signup on line has doubled. Current subscribers : 297
Transition from print-only newsletter by launching quarterly or monthly digital email newsletter that encourages input from all residents	Staff	2020 - Continue to distribute print newsletters by mail (with updated branding) + launch a digital version in Q4 of 2020. 2021 - continue to produce both the print and digital versions of the newsletter quarterly as subscription campaign continues. 2022 - Move to digital version only (with print version downloadable from the website)	Per Council direction in 2020, quarterly print newsletters continue to be published An E-Newsletter commenced approx. June 2021; published every two weeks with Council Highlights, Library news and other current events and local announcements
Incorporate feedback tools (surveys, website forms, etc.) into newsletter and other external communication channels to encourage feedback	Staff	Use these feedback tools to encourage input from all residents on important topics to inform Council decision making.	TBD

Continued



Objective 2: Be Relevant and Engaging – Channels and Tools

TASK	ASSIGNED TO	NOTES	January 2022 Update
2.3 Revitalize existing social media channels through brand alignment and implement content scheduling/monitoring tools to become more effective and build audiences			
Update Facebook and Twitter accounts by incorporating refreshed brand guidelines and creating branded templates for posts	Staff	Create branded graphics for both Facebook and Twitter posts for news updates, event promotion, meeting notices, service interruptions. Link all posts to website for full information vs. posting full letter, poster, etc.	Complete and ongoing
Transition from having multiple pages/accounts for programs/services into one corporate account for each platform (with exception of Library social media accounts)	Staff	Once social media accounts have been updated, implement a campaign to convert audience from program specific accounts/pages (after-school program, recreation etc.) to join the corporate social media accounts. Set a date.	A 2022 initiative
Use monitoring tool to analyze effectiveness of social media accounts and create schedule for content	Staff	Subscribe to social media marketing and management tool (Hootsuite) and develop procedures for staff to use for content development, approvals and monitoring	Monitoring of Facebook, Twitter and Mail Chimp (e-news platform) ongoing
Implement a promotional campaign to encourage residents to follow/like for the municipal social media channels	Staff	Promote social media channels in newsletter, website, social media posts, advertising, etc.	Promotion continues from time to time
2.4 Measure outcomes and effectiveness by gathering data and resident feedback on communication tactics to determine if channels/tools support their needs.			
Review analytics/data from all channels and promotional campaigns and analyze audience growth, engagement, traffic etc.	Staff	2020 - create a baseline report of current website traffic and social media audiences. 2021 - create a progress report that includes any new channels (e-newsletter subscribers, survey submissions) and measure growth from year to year	Ongoing – needs more attention in 2022
Survey residents annually to determine/reconfirm their preferences for communication channels (website, newsletter, etc.) and content	Staff	2020 - Survey residents to determine baseline data on preferences. Annual survey to reconfirm preferences. Promote these digital surveys consider incentives that will encourage all residents to participate	TBD
2.5 Expand access to Council meetings by moving from audio recordings to webcasting or posting video recordings of Council meetings on the municipal website			
Use video conferencing tools (Zoom?) and Facebook Live to broadcast and post recorded meetings on the website	Staff		Ongoing

Implementation

Objective 2: Be Relevant and Engaging – Channels and Tools



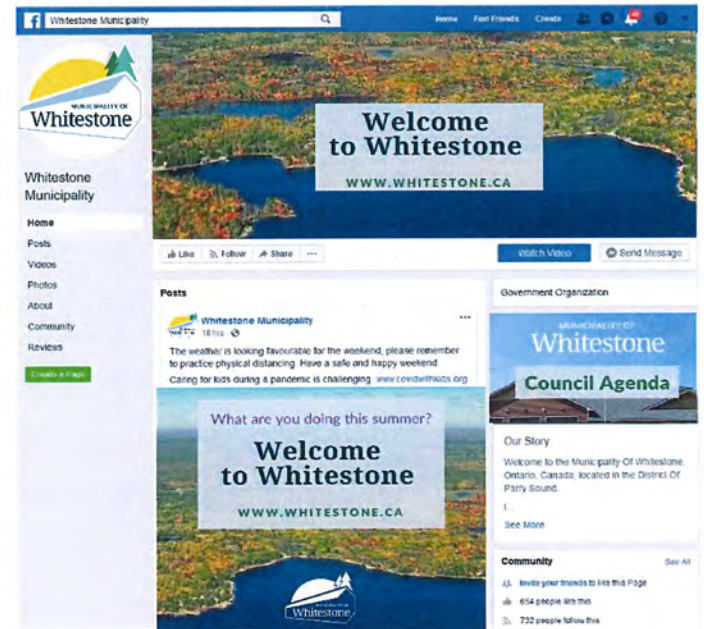
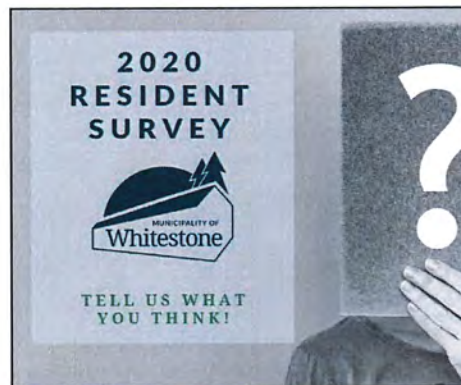
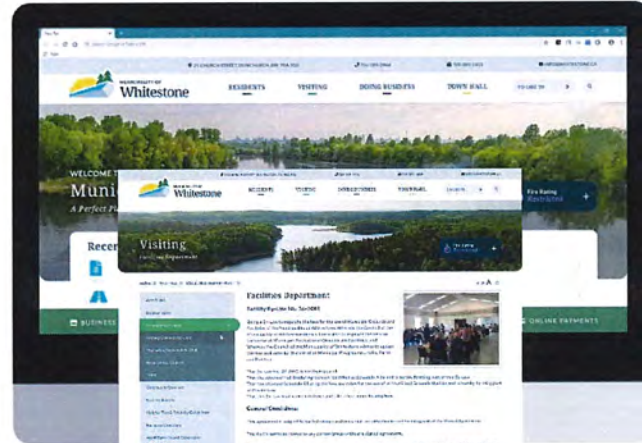
Message From the Mayor



Take our 2020 Resident Survey!



After finding inspiration while
After finding inspiration while
Even if you've never met Dee, you've met



Focus Area



Objective 3: *Be Timely and Informative*

Content and Messaging

Strategy: Increase understanding of Council priorities and raise awareness of municipal programs and services provided by the Municipality.

Why?

Residents, stakeholders and visitors feel aware and educated about municipal services and can provide informed feedback to Council on priorities.

Staff time is more efficiently used to address inquiries.

Implementation

Objective 3: Be Timely and Informative – Content and Messaging

TASK	ASSIGNED TO	NOTES	January 2022 update
3.1 Establish and implement a content schedule that promotes key programs and services throughout the year using the channels and tools outlined in Objective 2			
Create an inventory and schedule of all programs and services and Council priority topics for each to ensure topics are highlighted to all residents at the appropriate time(s) of year.	Staff	Using key messages developed in Task 1.5 to promote programs, services and priority Council topics according to schedule using the channels and tools outlined in Objective 2. For example, Winter Road Safety reminders in Winter Newsletter and social media posts or Waste Management reminders in the spring in newsletter and social media posts	Ongoing – continued work on this effort Focused topics have included: - Trash Talk Tuesday - Flash Back Friday - Invasive Species Series for 5 months - Whitestone Wildlife starting October 2021
3.2 Develop procedures for monitoring media and social media regularly to identify emerging issues and topics of interest to the public and Council			
Identify emerging issues and topics of interest to the public and council.	CAO/Clerk	Consider including a regular, reoccurring Council agenda discussion item that identifies/confirms topics that Council would like to seek input from all residents on emerging issues and also include a question on annual survey (see Task 2.4) to ask all residents what topics are of interest to them.	Ongoing – more work to be done in 2022
Create procedures for staff to monitor media and social media	CAO /Clerk	See Task 1.2, 2.3 and 2.4	TBD
3.3 Develop a media relations strategy (including media list and training) to nurture positive on-going media relations with both traditional and non-traditional media sources			
Create a media list with both traditional and non-traditional sources	CAO/Clerk	Scan current media outlets, community groups and lake associations and create a listing of contact information. Use this list for distribution to media releases according to procedures (see Task 1.2).	Complete /Ongoing
Monitor media and build respectful relationship to help ensure timeliness and accuracy of reporting	CAO/Clerk	Monitor local media publications and social media channels to determine their focus areas, priorities. Seek to clarify any misinformation related to the municipality. Consider an annual meeting or phone conference with each media source to learn more about their interest areas, deadlines, etc. to foster positive relationships	Ongoing

Implementation

Objective 3: Be Timely and Informative – Content and Messaging

TASK	ASSIGNED TO	NOTES	January 2022 Update
3.4 Develop and implement educational campaigns to raise awareness of service delivery changes and/or seek input from all residents to inform Council decision making			
Identify emerging issues and topics of interest to the public and council.	Staff	Consider including a regular, reoccurring Council agenda discussion item that identifies/confirms topics that Council would like to seek input from all residents on emerging issues and also include a question on annual survey (see Task 2.4) to ask all residents what topics are of interest to them.	Ongoing on Facebook, Twitter and E-news
Implement timely campaigns to raise awareness of service changes or council decision topics	Staff	Use all channels and tools outlined in Objective 2 and key messages where appropriate as outlined in Task 1.5	As needed (i.e. water tap on/off, docks in/out, winter events, road closures etc.)
3.5 Create a directory of key community and stakeholder groups (e.g., media, business, community organizations, service clubs), including contact information and general services/interests			
On Website			
3.6 Work with advisory committee/special interest group to host public events at which Municipal Staff/Council can address Municipal issues			
Identify advisory committees and special interest groups and compile information about their meeting schedules and events.	TBD	Create a listing of groups (including both community/service groups and lake associations) and calendar of events	TBD
Request meeting or event agenda time for Council to attend and provide updates on Municipal topics or emerging issues	TBD	Coordinate participation of Council at these event and provide presentation materials/updates on services/programs as appropriate.	TBD

Focus Areas



Objective 4: *Be Accessible and Inclusive*

Compliance and Records

Strategy: Make municipal information and opportunities for public input more accessible, ample and diverse in formats by maintaining accessibility requirements in compliance with AODA and ensure compliance with record management and retention.

Why?

*Beyond being a legal requirement, accessibility maximizes
consumer satisfaction
and engagement for all stakeholders*

Implementation

Objective 4 Be Accessible and Inclusive - Compliance and Records

TASKS	January 2022 Update
4.1 Provide accessible formats and communications supports to the public and staff (e.g. accessible document training, fillable PDF forms, online forms etc.).	
Ensure all tasks and activities outlined in Objective 1 - Brand and Capacity and Objective 2 - Channels and Tools are implemented in accordance with guidelines outlined in AODA	Complete and ongoing
4.2 Ensure that information about accessible services and features is available on the website.	
Ensure that information outlining accessible services and features are incorporated into Task 2.1 - Website Redevelopment Project. Update that information as more accessible services or features are added in the future	Complete and ongoing
4.3 Ensure staff have appropriate training and guidelines to ensure AODA compliance.	
Ensure AODA guidelines and compliance requirements are included in training outlined in Task 1.4	Complete and ongoing
4.4 Establish procedures to ensure all corporate communication that constitute official records are kept in accordance with records management and retention requirements	
Ensure record management and retention requirements are incorporated into the communication policy all procedures developed as part of Task 1.2	TBD

Highlights

2020

- New website launched with engagement tools and analytics – aligned with communication strategy
- Refreshed logo and brand guidelines+ branded templates rolled out for all external communication
- Social media channels updated and promotional campaign launched to build followers/audience

2021

- Launch of video recording of Council meetings posted to website in You-tube format.
- Web site training for staff and consultants
- All on-line documents posted in 'accessible' format
- Launch of bi-weekly E-newsletter and launch of the 'Council Highlights' feature
- An increased and consistent presence on FACEBOOK with features such as trash Talk Tuesday, Invasive species, Whitestone Wildlife and Flash Back Friday
- Attention given to keeping the Community informed of Whitestone related events as well as general news of interest (i.e. Health Unit COVID matters)

BY-LAWS

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 05-2022

**Being a By-Law to authorize borrowing from time to time
to meet expenditures during
the fiscal year ending December 31, 2022**

WHEREAS pursuant to Section 407 (1) of the *Municipal Act* (the Act), 2001 S.O c. 25 as amended, at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the year;

AND WHEREAS pursuant to Section 407 (2) of the Act, except with the approval of the Local Planning Appeal Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed

- (a) from January 1st to September 30th in the year, 50 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and
- (b) from October 1st to December 31st in the year, 25 percent of the total estimated revenue of the municipality as set out in the budget adopted for the year;

AND WHEREAS pursuant to Section 407 (3) of the Act, until the budget is adopted in a year, the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year;

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

1. **THAT** the Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance up to \$1,000,000.00 during the year 2022, (hereafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected, and until other revenues are received, the current expenditures of the Corporation and the other amounts that are set out in Section 407 (1) of the Act;
2. **THAT** a promissory note or banker's acceptance made under Section 407(1) of the Act shall be signed by the Head of Council, or such other person as is authorized by By-Law to sign it, and by the Treasurer;
3. **THAT** the lenders from whom amounts may be borrowed under authority of this By-Law shall be The Toronto Dominion Bank and such other lender(s) and reserve funds of the Municipality as may be determined from time to time by resolution of the Council;

4. **THAT** the total amount which may be borrowed at any one time under this By-Law, together with the total of any similar borrowings that have not been repaid, shall not exceed, from January 1st until September 30th of the current year, 50 percent of the estimated revenues of the Corporation as set forth in the estimates adopted for that year. Such borrowing shall not exceed, from October 1st until December 31st of the current year, 25 percent of the said estimated revenues of the Corporation as set forth in the estimates adopted for that year. For purposes of this By-Law, the estimated revenues of the Corporation shall not include revenues derivable or derived from,
 - (a) borrowing or issues of debentures, or
 - (b) a surplus, including arrears of levies, or
 - (c) a transfer from the capital fund, reserve funds or reserves
5. **THAT** the Treasurer shall, at the time when any amount is borrowed under this By-Law, ensure that the lender is or has been furnished with a certified copy of this By-Law, a certified copy of the resolution mentioned in Item 3 above, determining the lender is applicable, and a certified copy of the estimates of the Corporation adopted for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Act that have not been repaid;
6. **THAT** if the estimates for the current year have not been adopted at the time an amount is borrowed under this By-Law:
 - (a) The limitation on total borrowing, as set out in Item 4 above, shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the preceding year, and
 - (b) A certified copy furnished under Item 5 above shall show the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the preceding year.
7. **THAT** all of any sums borrowed under this By-Law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received, but such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
8. **THAT** the Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this By-Law, together with interest thereon, all or any of the money hereafter collected or received, either on account of or realized in respect to the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose, and
9. **THAT** this By-Law shall come into force and take effect upon passage by Council.

Read a First and Second time this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

Read a Third time and **Passed, Signed and Sealed** this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

By-Law No. 06-2022

**Being a By-Law to levy certain interim
rates, taxes and charges for the year 2022**

WHEREAS Section 317 of the *Municipal Act*, 2001, as revised, provides that Council of a local municipality, before the adoption of the estimates for the year under Section 290, may pass a By-Law levying amounts on the assessment of property in the local municipality rateable for local municipal purposes;

AND WHEREAS the Council of the Corporation of the Municipality of Whitestone deems it advisable and expedient that such a levy should be made;

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

1.
 - (1) **THAT** the following interim taxes, rates and charges are hereby levied, rated and imposed to be collected on the whole of the rateable properties in the Municipality of Whitestone in the following manner:
 - (a) For all properties in Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim tax levy of 50% of the total taxes for municipal and school purposes levied in the year 2021.
 - (b) For all properties in Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim tax levy of 50% of the total taxes for municipal and school purposes levied in the year 2021.
 - (2) **THAT** for the purposes of calculating the total amount of taxes for the year 2021 under paragraph 1, if any taxes for municipal and school purposes were levied on the property for only part of 2021 because assessment was added to the collector's roll during 2021, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
 - (3) **THAT** the provisions of this By-Law shall apply in the event that assessment is added for the year 2022 to the collector's roll after the date this By-Law is passed and an interim levy shall be imposed and collected.
 - (4) **THAT** all taxes levied under this By-Law shall be payable into the hands of the Treasurer in accordance with the provisions of this By-Law.
2. **THAT** the said interim tax levy shall become due and payable as follows:

50% percent of the interim levy rounded upwards shall become due and payable on the last day of March, 2022; 50% percent on the interim levy rounded upwards to

the next whole dollar shall become due and payable on the last day of May, 2022 and nonpayment of the amount on the dates stated in accordance with this section shall constitute default under the installment payment plan. Pre Authorized Payment Plan is due the last day of every month.

3. **THAT** the Treasurer may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
4. **THAT** the taxes are payable at the Municipality of Whitestone Municipal Office, 21 Church Street, Dunchurch, Ontario.
5. **THAT** the subsequent levy for the year 2022 to be made under the Municipal Act shall be reduced by the amount to be raised by the levy imposed by the By-Law.
6. **THAT** the provisions of Section 290 of the *Municipal Act*, as amended, apply to this By-Law with necessary modifications.
7. **THAT** the Treasurer is hereby authorized to accept part payment from time to time on account of any taxes due or to become due and to give a receipt for such part payment, provided that the acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable in respect of non-payment of any taxes or of any installment thereof.
8. **THAT** nothing in this By-Law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and By-Laws governing the collection of taxes and,
9. **THAT** this By-Law shall come into force and take effect upon passage by Council.
10. **THAT** By-Law No. 02-2021 Being a By-Law to levy certain interim rates, taxes and charges for the year 2021 is hereby rescinded.

Read a First and Second time this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

Read a Third time and **Passed, Signed and Sealed** this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 07-2022

**Being a By-law to set tax ratios for Municipal purposes
for the year 2022**

WHEREAS it is necessary for the Council of the Corporation of the Municipality of Whitestone pursuant to Section 308 (4) of the *Municipal Act* (the Act), 2001 S.O. c. 25 as amended, to establish the tax ratios for 2022 for the Corporation of the Municipality of Whitestone;

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS Section 308 (2) and (3) of the Act provides that every municipality shall establish a set of tax ratios, and such tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1;

AND WHEREAS the property classes have been prescribed by the Minister of Finance pursuant to Section 7 of the *Assessment Act*, R.S.O. 1990, c. A.31, as amended;

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

1. **THAT** the tax ratios for the 2022 taxation year be established as follows:

a) The residential/farm property class	1.0000
b) The commercial property class	1.0000
c) The commercial vacant property class	0.7000
d) The industrial property class	1.0000
e) The farmlands property class	0.2500
f) The managed forest property class	0.2500
g) The Landfills property class	4.4913

2. **THAT** for the purpose of this By-Law:

- a) The commercial property class includes all commercial office property, shopping centre property and parking lot property;
- b) The industrial property class includes all large industrial property;

3. **THAT** this By-Law shall come into force and take effect upon passage by Council.

Read a First and Second time this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

Read a Third time and **Passed, Signed and Sealed** this 18th day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE
By-Law No. 08-2022

Being a By-law to authorize the establishment of the West Parry
 Sound Joint Election Compliance Audit Committee and to
 repeal By-law No. 35-2018

WHEREAS Section 88.37(1) of the *Municipal Elections Act, 1996*, as amended (the Act), states that a council or local board shall, before October 1 of an election year, establish a compliance audit committee for the purposes of the Act; and,

WHEREAS Section 88.37(6) of the Act states that the Clerk of the municipality or the secretary of the local board, as the case may be, shall establish administrative practices and procedures for the committee and shall carry out any other duties required under the Act to implement the committee's decisions; and,

WHEREAS the Councils of the Township of The Archipelago, the Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin and the Municipality of Whitestone deemed it advisable to establish the West Parry Sound Joint Election Compliance Audit Committee and to set out the terms of reference of the committee;

NOW THEREFORE BE IT ENACTED as a By-law of the Council of the Corporation of the Municipality of Whitestone as follows:

1. That the Council of the Corporation of the Municipality of Whitestone adopts the Terms of Reference for the West Parry Sound Joint Election Compliance Audit Committee, attached hereto as "**West Parry Sound Joint Election Compliance Audit Committee, Terms of Reference**" to meet the requirements of Section 88.37(1) of the *Municipal Elections Act, 1996*, as amended;
2. That By-law No. 35-2018 is repealed; and,
3. That this By-law shall come into force and take effect on November 15, 2022.

READ a **FIRST** and **SECOND** time this 18 day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

READ a **THIRD** and **FINAL** time and **PASSED** this 18 day of January, 2022.

Mayor George Comrie

CAO/Clerk Michelle Hendry

West Parry Sound Joint Election Compliance Audit Committee

Terms of Reference

1. Definitions

Act – means the *Municipal Elections Act, 1996*, as amended.

Clerk – The administrative staff member, generally known to be the Clerk, CAO/Clerk or Clerk-Administrator, from any municipality listed in section 2 of these Terms of Reference for which an application for a compliance audit (**Schedule A**) has been received and who carries out the business of the Council for his or her respective municipality.

Committee – the West Parry Sound Joint Election Compliance Audit Committee as established by the respective Councils of those municipalities listed in section 2 of these Terms of Reference and which have passed a By-law or resolution of participation.

Contributor – A resident of Ontario who makes a contribution to the election campaign of a candidate to support his/her candidacy for municipal election, which may include the candidate and his/her spouse.

Registered Third Party – means, in relation to an election in a municipality, an individual, corporation or trade union that is registered under section 88.6 of the *Municipal Elections Act*.

2. Name and Representation

The name of the Committee is the West Parry Sound Joint Election Compliance Audit Committee. The Committee will represent the Township of the Archipelago, Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin and the Municipality of Whitestone as required under sections 88.33 through 88.37 inclusive of the Act.

3. Term

The Committee shall serve their terms consistent with the terms of Council, namely November 15, 2022 onward, to consider applications originating from the 2022 and subsequent elections and any by-elections during those terms. The Committee will meet as needed with meetings to be scheduled when a compliance audit application is received and requires disposition. Within 30 days of a vacancy becoming available on the Committee, the Clerks will provide a recommendation to their respective Council regarding the vacancy.

4. Mandate

- (a) The Joint Election Compliance Audit Committee is not a local board; it is an independent and impartial decision-making body with a mandate that is part of the Legislature's oversight of municipal elections. Its purpose, as set out in the Act, is to make certain decisions that form part of the enforcement of election finance provisions

in the Act, for which it is distanced from the municipalities in a manner that is inconsistent with a municipality's power to dissolve a local board.

- (b) The Committee shall ensure that the provisions relating to election campaign finances under the Act, are not contravened, and shall follow the necessary procedures to ensure compliance when requested.
- (c) The Committee shall abide by any terms and conditions which may be set out by the respective municipality' solicitor, auditor, and/or insurer, for any business relating to a compliance audit, in accordance with the procedural By-law for the respective municipality.
- (d) The Committee will perform all required functions relating to all compliance audit applications. This shall include the following:
 - i. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the candidate, the applicant and the public [section 88.33(5)];
 - ii. Within 30 days of receipt of an application for a compliance audit (**Schedule A**) from the Clerk, Committee members shall consider the application and decide whether to grant or deny the request [section 88.33(7)];
 - iii. The decision of the Committee to grant or reject the application, and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant [section 88.33(8)];
 - iv. If an application is granted, the Committee shall appoint an auditor to conduct a compliance audit of the candidate's election campaign finances. [section 88.33(10)];
 - v. Within 10 days after receiving the audit report, the Clerk of the municipality shall forward the report to the Committee [section 88.33(14)];
 - vi. Give consideration to the auditor's report within 30 days of receiving it, to determine if legal proceedings should be commenced against the candidate [section 88.33(17)];
 - vii. The decision of the Committee under clause 4(d)vi and brief written reasons for the decision, shall be given to the candidate, the Clerk with whom the candidate filed his or her nomination, the secretary of the local board, if applicable, and the applicant [section 88.33(18)];
- (e) The Committee will perform all functions related to receiving a report from the Clerk regarding the review of contributions to candidates as required under sections 88.34(4) or 88.34(7) of the Act. This shall include the following:
 - i. Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a Contributor for an apparent contravention [section 88.34(8)];
 - ii. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the Contributor, the applicable candidate and the public [section 88.34(9)];

- iii. The decision of the Committee under clause 4(e)i and brief written reasons for the decision, shall be given to the Contributor, the Clerk of the municipality or the secretary of the local board, if applicable [section 88.34(11)].
- (f) The Committee will perform all functions related to receiving a report from the Clerk regarding the review of contributions submitted by a registered third party as required under section 88.36(4) of the Act. This shall include the following:
 - i. Within 30 days after receiving a report from the Clerk, the Committee shall consider it and decide whether to commence a legal proceeding against a Contributor for an apparent contravention [section 88.36(5)];
 - ii. The meetings of the Committee shall be open to the public and reasonable notice shall be given to the Contributor, the registered third party and the public [section 88.36(6)];
 - iii. The decision of the Committee under clause 4(f)i and brief written reasons for the decision, shall be given to the Contributor and the Clerk of the municipality [section 88.36(7)].

5. Membership Composition & Selection

The Committee will be composed of three (3) members and one (1) alternate member, with membership drawn from the following stakeholder groups:

- (a) accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;
- (b) academic – college or university professors with expertise in political science or local government administration;
- (c) legal;
- (d) professionals who in the course of their duties are required to adhere to codes or standards of their profession which may be enforced by disciplinary tribunals; and,
- (e) other individuals with knowledge of the campaign financial rules of the Act.

Members of Council, municipal staff, and candidates running in the election and any persons who are registered third parties in the municipality in the election for which the Committee is established are not eligible to be appointed to the Committee as stipulated in section 88.37(2) of the Act.

All applicants will be required to submit a letter outlining their qualifications and experience. The municipal Clerks (or designates) from the participating municipalities will make recommendations to the municipal Councils for the appointment, by Council resolution, of members to the Committee.

The selection process will be based upon clearly understood and equitable criteria. Members will be selected on the basis of the following:

- (a) demonstrated knowledge and understanding of municipal election campaign financing rules;

- (b) proven analytical and decision-making skills;
- (c) experience working on a committee, task force or similar setting;
- (d) availability and willingness to attend meetings;
- (e) excellent oral and written communication skills; and
- (f) other skills as deemed necessary.

To avoid possible conflicts of interest, care must be taken that any auditors or accountants or legal counsel appointed to the West Parry Sound Joint Election Compliance Audit Committee do not audit or prepare the financial statements of any candidate running for office in the municipal election, or provide counsel to any candidate running for office. Accordingly, any auditor, accountant or legal counsel appointed to the committee will have to agree, in writing, to not undertake the audits or preparation of the financial statements of any candidates, or provide any counsel to any candidates, seeking election (**Schedule B**). Failure to adhere to this requirement will result in the individual being removed from the Committee.

Appointment to the committee shall be confirmed when the Councils of a majority of the participating municipalities have passed resolutions appointing members to the committee.

6. Chair

The Committee members will select a Chair from amongst its members at its first meeting.

7. Staffing and Funding

Staff from the host municipality where an application for an audit has been filed will provide administrative support to the Committee. The Clerk or designate from the host municipality shall act as Recording Secretary for the Committee. Any responsibility not clearly identified within the Terms of Reference shall be in accordance with sections 88.33 through 88.37 inclusive of the Act.

Each member, including the alternate, will receive an annual retainer of \$600.00. The retainer fees shall be shared equally amongst the participating municipalities. Members will receive remuneration of \$75.00 per diem for attendance at meetings, plus mileage at the rate of the host municipality upon receipt of the request for reimbursement from the committee member. Per diem and mileage are to be paid by the host municipality where the request for a Compliance Audit was filed, except in the case of the initial meeting, for which payment of those monies shall be shared equally between the participating municipalities.

Administration costs for such items as printing and mailing will be absorbed by the host municipality where the request for a compliance audit was filed.

8. Meetings

The Committee shall hold one initial meeting. Subsequent and additional meetings shall be in response to application(s) for compliance audit(s), to a maximum of four (4) meetings per application, in consultation with the Clerk of the respective municipality. The

alternate member shall attend all meetings, even if not required to stand in for a regular member.

Meetings shall be conducted using guidelines established in the Procedural By-Law for the municipality from which an application originated. Meetings of the Committee shall be open to the public but the Committee may deliberate in private when making decisions. Should a closed session be required, all attendees who are not Committee members, or the Clerk, or individuals expressly requested by the Committee to remain, shall vacate the meeting premises. Members of the public may return to the meeting once the closed session has concluded.

The Chair shall cause notice of the meetings, including the agenda for the meetings to be provided to members of the Committee a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee.

Minutes shall be recorded at each meeting and shall outline the general deliberations and resulting actions and recommendations.

The location of the meetings shall be set by the Committee.

Financial consideration shall be as per section 7.

9. Conflicts of Interest

Committee members shall be bound by the *Municipal Conflict of Interest Act, 1990*, as amended, with respect to financial interest, and shall disclose any possible pecuniary interest to the Recording Secretary. That member shall then remove himself or herself from that portion of the meeting at which the matter for which the possible pecuniary interest was declared is discussed.

10. Role of the West Parry Sound Clerks, or Designates

The Clerks, or designates, of the participating West Parry Sound municipalities will work together to promote, interview and make recommendations to Councils for appointment to the Committee.

11. Acceptance of Terms of Reference

Appointed Committee members shall be asked to sign an acknowledgement accepting terms and conditions outlined in the above Terms of Reference and the Act (**Schedule C**).

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE A

APPLICATION FOR COMPLIANCE AUDIT

Applicant Information:

Name: _____
(Please Print Full Name)

Mailing Address: _____

Address of property that qualifies the applicant
as an elector in West Parry Sound
(if different from Mailing Address): _____

Email Address: _____ Phone Number: _____

Audit Request Information:

Name of Candidate: _____
(Please Print Full Name)

Candidate for office of : Mayor/Reeve Councillor **OR** a Registered Third
Party Advertiser

For the Township/Municipality/Town of:
 The Archipelago Carling McDougall McKellar Parry Sound Seguin

Date of election: _____

Which section(s) of the *Municipal Elections Act, 1996*, as amended, relating to election
campaign finances to you believe have been contravened?: _____

Reason(s) for Compliance Audit Request (attach supporting documentation or additional
pages, if any):

The following are prohibited from voting:

1. A person who is serving a sentence of imprisonment in a penal or correctional institution.
2. A corporation.
3. A person acting as an executor or trustee or in any other representative capacity, except as a voting proxy in accordance with section 44.
4. A person who was convicted of the corrupt practice described in subsection 90(3), if voting day in the current election is less than five years after voting day in the election in respect of which he or she was convicted.

INFORMATION GUIDE APPLICATION FOR COMPLIANCE AUDIT

As per Section 88.33(1) of the *Municipal Elections Act, 1996*, as amended (the "Act"), an elector who is entitled to vote in an election and believes on reasonable grounds that a candidate/third party advertiser has contravened a provision of this Act relating to election campaign finances or contributions may apply for a compliance audit of the candidate's/third party advertiser's election campaign finances. A copy of the Act can be found at www.e-laws.gov.on.ca.

Completed applications for a Compliance Audit must be submitted to the Clerk of the municipality where the candidate/third party advertiser in question conducted their campaign.

As per Section 88.33(3), the application must be made within 90 days after the latest of:

1. The filing date under Section 88.30;
2. The date the candidate/third party advertiser filed a financial statement, if the statement was filed within 30 days after the applicable filing date under section 88.30.
3. The candidate's/third party advertiser's supplementary filing date, if any, under section 88.30.
4. The date on which the candidate's extension, if any, under subsection 88.23(6) expires, or the date on which the third party advertiser's extension, if any, under subsection 88.27(3) expires.

Once a completed application has been submitted to the Clerk, the Clerk must forward the application to the Joint Election Compliance Audit Committee (the "Committee") within 10 days.

Within 30 days after receiving the application, the Committee shall consider the application and decide whether it should be granted or denied. The decision of the Committee and brief written reasons for the decision will be given to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant. The decision of the Committee to grant or deny the application may be appealed to the Superior Court of Justice with 15 days after the decision is made.

If the Committee decides to grant the application, it shall appoint an auditor to conduct a compliance audit of the candidate's/third party advertiser's election campaign finances. The auditor shall promptly conduct such an audit and shall prepare a report outlining any apparent contravention by the candidate/third party advertiser. The auditor shall submit the report to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant.

Within 10 days of receiving the report, the Clerk shall forward the report to the Compliance Audit Committee. The Committee shall consider the report within 30 days after receiving it and may, if the report concludes that the candidate/third party advertiser appears to have contravened a provision of the Act relating to election campaign finances, commence a

legal proceeding against the candidate/third party advertiser for the apparent contravention.

The decision of the Committee and brief written reasons for the decision will be given to the candidate/third party advertiser, the Clerk of the relevant municipality and the applicant.

Notwithstanding the Joint Compliance Audit Committee process, any person may take legal action at any time with respect to an alleged contravention of a provision of the Act relating to election campaign finances or contribution limits.

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE B

Acknowledgement – Candidates' Financial Statements

I, _____, understand that the *Municipal Elections Act, 1996*, as amended, prohibits a member of an election compliance audit committee from preparing or auditing the financial statements of any candidate running for office in a municipal election. I agree to not undertake any audits or preparation of the financial statements of any candidates, or provide any counsel to any candidates, seeking election. I understand that failure to adhere to this requirement will result in my immediate removal from the West Parry Sound Joint Election Compliance Audit Committee.

Signature of Member

Date

West Parry Sound Joint Election Compliance Audit Committee

SCHEDULE C

Acceptance of Terms of Reference

I, _____, have read and understand the West Parry Sound Joint Election Compliance Audit Committee Terms of Reference and agree to undertake my role as a Joint Election Compliance Audit Committee Member in accordance with these terms.

Signature of Member

Date



13.5

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MEMORANDUM

To: Mayor and Council
From: Michelle Hendry, CAO/Clerk
Date: January 18, 2022
Re: Fees and Charges By-law

At the December 13, 2021 Council meeting, the By-law to Establish Fees and Charges for services provided by the Municipality of Whitestone was deferred.

It was suggested that the Fee Schedule for the Building Department be revised to provide better clarity.

The revised schedule (SCHEDULE D) has been amended (with the assistance of the Interim CBO and a review by the new CBO who commenced work on January 4, 2022) to provide an easier interpretation of the fees associated with a Building Permit. It also includes a sample calculation for a building permit. A clarification of one item is noted in red.

As per the December 13, 2021 presentation of this By-law to Council, the changes / clarifications in all of the schedules are noted in red.

Q

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 09-2022

**Being a By-Law to Establish Fees and Charges
for services provided by the Municipality of Whitestone
and to repeal By-Law Nos. 49-2000, 27-2001, 35-2001 and 40-2020**

WHEREAS Section 391(1) of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

AND WHEREAS Section 69 of the *Planning Act*, R.S.O. 1990, c. P. 13, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

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

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

1. **GENERAL:**

- 1.1. The Council of the Corporation of the Municipality of Whitestone Council hereby establishes the fees and charges as set out in the Schedules attached hereto and forming an integral part of this By-Law.
- 1.2. This By-Law shall be known and may be cited as the "Municipality of Whitestone Fees and Charges By-Law".
- 1.3. The fees set out in the attached Schedules shall be paid for the services or activities listed, and all fees are per occasion or request unless noted otherwise.
- 1.4. The fees and charges will be subject to Harmonized Sales Tax (HST) where applicable.

2. **SEVERABILITY:** If any provision or part of a provision of this By-Law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-Law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

3. **CONFLICT WITH ANY OTHER BY-LAW:** In the event of any conflict between any provisions of this By-Law and any other By-Law heretofore passed, the provisions of this By-Law shall prevail.

4. **REVIEW:** The Council of the Corporation of the Municipality of Whitestone shall

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SCHEDULE A

Facility Rentals

Fees are subject to HST

Facility	Description	Fee
Community Centre	Ratepayer	\$125.00
	Non-ratepayer	\$250.00
	½ day	\$62.50
	Meetings (Sat & Sun 3 hrs max)	\$62.50
	Meetings (Mon – Fri 3 hrs max)	\$25.00
	Security/Clean up deposit	\$100.00
Pavilion	Ratepayers	\$31.25
	Non-ratepayers	\$62.50
	Organized league/season	\$125.00
	Tournaments	\$125.00
Ball Park and Commons	Ratepayers	Donations
	Non-ratepayers	Donations
	Organized league/season	\$125.00
	Tournaments	\$125.00

Notes:

Security Deposit

A security/clean up deposit may be required at the discretion of the Municipality (Typically for Private Rentals)

Exemptions and/or Reductions in Fees

Note 1. Fees may be exempt for the following:

- Compassionate needs within the Municipality providing that any funds raised are given directly to the receiver and not put in a trust fund
- Youth and Seniors events sponsored by one or more non-profit organization within the Municipality for a non-fundraising event
- Municipally sponsored events
- Funerals receptions for Whitestone families (only if the Community Centre is available and not previously booked)

Note 2. The Seniors Diner's Club is exempt

Note 3. The Rod and Gun Club fishing Derby is exempt

Note 4. The Annual Agricultural Fair is exempt **as well as Agricultural Committee meetings**

Note 5. The Bingo events in support of the Nursing Station are exempt

Other exemptions and/or reduction in fees may be at the discretion of the CAO/Clerk

SCHEDULE B

Landfill Rates and Fees

Fees are not subject to HST

Item	Description	Fee
Household Waste	Household waste free of hazardous waste	Free
Electronics Waste		Free
Recyclables	Plastic/Glass/Aluminum Cans etc.	Free
	Fibre (Newspaper, Cardboard etc)	Free
	Scrap Metals	Free
Appliances and Furniture	Items with Refrigerant (refrigerant removal fee)	\$15.00 each
	Items of Furniture	\$15.00 each
	Mattress small, (crib, twin)	\$10.00 each
	Mattress, large (double, queen, king)	\$20.00 each
	Vehicle Trunk Load	\$50.00
	Pickup Truck or Trailer Load (Note 2)	\$100.00
Sorted Household Construction/Demotion Waste Only -Auld's Road Site (Note 1)	Pickup Truck or Trailer Load (Note 2)	\$50.00
	Small Household Quantities (Note 3)	Free
Yard Waste/Leaves/Brush (Note 4)	Pickup Truck or Trailer Load (Note 3)	\$10.00
Propane Tanks		actual cost
Boats	(Note 5)	Free
Boat Wrap, Pool Liner	Single Boat Wrap or Small Pool Liner	\$10.00
	Large Pool Liner	\$30.00
Styrofoam and Other Plastic Foams	Small Household Quantities (Note 6)	Free
	Large Quantities (Note 6)	\$10.00
Landfill Access Permit Card	One per property	Free
	Replacement of lost card or additional cards per property	\$15.00
	One-time pass for visitors	\$5.00 per bag
Blue Box Recycling Container	First Blue Box (new residents only)	Free
	Additional Blue Box	Actual cost

Notes:

Note 1. No Contractor construction / demolition debris will be accepted, including shingles.

Note 2. Approximate volume of pickup truck / trailer load is 120 cubic feet or 3.3 cubic metres. Landfill site attendants may use discretion in charging for larger or smaller volume loads

Note 3. Approximate volume of 200 litres / 45 imperial gallons / 0.2 cubic metres or less.

Note 4. No Contractor yard waste, leaves, or brush will be accepted.

Note 5. Only metal hulled boats, completely stripped, maximum length 20 feet, will be accepted

Note 6. Small quantities of plastic foam packaging will be accepted at no charge. \$10.00 charge is based on a volume of 200 litres / 45 imperial gallons / 0.2 cubic metres

Note 7. Tires are not accepted at Whitestone landfill sites.

SCHEDULE C

Planning Rates and Fees

Fees are not subject to HST

Description	Fee
Public Meetings (Note 1)	\$350.00
Mailing per Envelope for notifications	\$2.00
Zoning By-Law Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,500.00
Official Plan Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Deeming By-Law	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$800.00
Shore Road Allowance	Purchase land - \$2.00/m ² up to 90 m ² and \$1.00/m ² over and above 90m ²
Non-Refundable Admin Fee (Note 2)	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Shore Road Allowance Lease	
Administration Fee (initial application, subsequent applications and lease assignments)	\$150.00
Annual Lease Payment	\$1.00
Legal and Planning Costs	actual costs
Unopened Road Allowance	Purchase land - fair market value
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Parkland Dedication (Note 3)	Residential - 5% of assessed value Commercial - 2% of assessed value
Minor Variance	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,000.00
Encroachment and/or Road Agreement	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,000.00
Site Plan/Development	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Subdivision Agreement	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Road Naming/Renaming Application	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$1,000.00

Notes:

Note 1 - A Public Meeting fee applies only if the Public Meeting is a Special Meeting of Council and not part of a regular Council Meeting

Note 2 - The application fee is for a single application. An additional \$25 / property for a group application (up to 10 applicants) and \$100 per property / Non refundable administration fee will be charged.

Note 3 - The Planning Act limits a Commercial Parkland dedication fee to 2%

SCHEDULE D

Building Department Rates and Fees

How Bulding Permit Fees are calculated:				
The rate to be levied against each \$1000.00 of construction value shall be \$14.50 plus, a minimum base fee of \$140.00. Fees will be rounded to the nearest dollar. Fees are not subject to HST				
SAMPLE CALCULATION: <i>Residential Unit, with basement</i> Main floor (2000 sq.ft x \$140) + Basement (1800 sq.ft. x \$70) = \$406,000 (\$406 x \$14.50) + Base Fee \$140 = \$6,027 (Building Permit Fee)				
The Chief Building Official may place a valuation on the cost of the proposed work as per Section 5 of the Whitestone By-Law No. 32-2015.				
	Building/ permit type	Description	Calculation factor for construction value	Notes
1	Residential/Seasonal	Single storey finished	\$140.00	Per sq. ft
		Each additional storey incldg walkout basements and finished non-walkout basements	\$70.00	Per sq. ft
2	Accessory Buildings	Garages, storage, boathouses	\$35.00	Per sq. ft
		Porches,carports,sundecks, balconies	\$25.00	Per sq. ft
		Solariums, sunrooms, bunkies, and garages (habitable/living space only)	\$50.00	Per sq. ft
3	Commercial/Industrial/ Institutional	Principal building	\$95.00	Per sq. ft
		Accessory	\$40.00	Per sq. ft
4	Designated Structures	As per Div.A.1.3.1.1. OBC	Based on cost	Based on cost
5	Farm Buildings	On land assessed for Farms	\$25.00	Per sq. ft
6	Foundation-new or replacement	Full height	\$25.00	Per sq. ft
		Crawl space,frost wall, piers	\$20.00	Per sq. ft
7	Construction/addition	Per type of permit (ie 1, 2, 3, 4, 5 or 6)	See above	Per sq. ft
		Alteration, repair and installation	Based on cost	Based on cost
8	Chimney, fireplace, woodstove		\$150.00	Flat fee
9	Demolition		\$150.00	Flat fee
10	Change of use		\$100.00	Flat fee
11	Plumbing		\$100.00	Flat fee
12	Docks		\$100.00	Flat fee
OTHER FEES			Fee	Notes
13	Permit transfer, special inspection	Special inspection fee	\$100.00	Flat fee
14	Conditional Permit	Fee plus additional fees based on class of construction	\$100.00	Flat fee
15	Alternative Solution Design	Fee plus other applicable fees	\$200.00	Flat fee
16	Building without a permit	At the Chief Building Official's discretion	Fees doubled	based on calculated fees
17	Revised drawings	Fee per revised page	\$50.00	Flat fee
18	Inactive Permit	Fee per inspection after three (3) years or more from date of issuance of the Building Permit	\$200.00	Flat fee
19	Refunds- application for refund must be made within six (6) months of issuance of permit(s)	Application filed not processed	75% of Fee paid	
20		Application filed and processed	50% of Fee paid	
21		If less than \$100	no refund	
22	Road Damage Deposit	See Policy on municipal website. Refund at the discretion of the Municipality	\$1,000.00	Flat fee
23	Re-inspection (per incident)	Inspection requested and CBO arrives at job site and the Phase to be inspected is not ready.	\$50.00	Flat fee

SCHEDULE E

Road Name and 9-1-1 Signs

Fees are not subject to HST

Service	Fee
9-1-1 Sign without post	\$20.00
9-1-1 Sign with post	\$35.00
Road name sign and post (applicant installs)	Actual cost

SCHEDULE F

Cemetery Rates and Fees

All fees are subject to HST unless noted otherwise

Item	Description	Fee
Burial Plot	Residents (interment rights)	\$200.00
	Residents (perpetual care and maintenance)	\$350.00
	Non-residents (interment rights)	\$600.00
	Non-residents (perpetual care and maintenance)	\$550.00
Cremation Plot	Residents (interment rights)	\$100.00
	Residents (perpetual care and maintenance)	\$250.00
	Non-residents (interment rights)	\$385.00
	Non-residents (perpetual care and maintenance)	\$250.00
Scattering	Residents (interment rights)	\$50.00
	Residents (perpetual care and maintenance)	\$100.00
	Non-residents (interment rights)	\$75.00
	Non-residents (perpetual care and maintenance)	\$100.00
Transfer of Internment Rights	(Note 1)	\$50.00
Flat marker under 172 sq in		N/C
Flat marker over 172 sq in		\$100.00
Upright monument up to 4 X 4 ft		\$200.00
Staking fee- Lots or Markers	(Note 2)	\$50.00
Opening/Closing Burial Lot		Fee as per Funeral Home and paid directly to the Funeral Home
Opening/Closing Cremation Lot	(Note 2)	\$100.00
Bereavement Authority of Ontario License fee	All interments: burial, cremation or scattering	\$12.00

Notes:

Note 1 - No HST paid on this fee

Note 2 - This fee is paid to the Cemetery Board Member or designate who performs work

SCHEDULE G

Fire Services Rates and Fees

Fees are not subject to HST

Service	Fee
Response to motor vehicle accidents on Provincial Highways	As per M.T.O. rates/hour/vehicle
Railroad call outs for fire on or beside tracks	As per M.T.O. rates/hour/vehicle
Railroad call outs for accidents and/or incidents including derailments	As per M.T.O. rates/hour/vehicle
Gross negligence or as result of illegal act	As per M.T.O. rates/hour/vehicle
Hydro and/or Bell call outs	As per M.T.O. rates/hour/vehicle
Recovery of additional costs incurred	Actual costs
Fire occurrence report/letter	\$35.00 Each
Smoke detectors	Actual costs
Carbon Monoxide Detectors	Actual costs
Combination Smoke Detector and Carbon Monoxide Detector	Actual costs
Fire permits	Free
Incinerator permits	\$20.00 Each

SCHEDULE H

Dog Licensing Rates and Fees

Fees are not subject to HST

Item	Fee
Dog tag (annual)	\$10.00
Dog tag (life time)	\$50.00
Replacement tag	\$10.00
Animal control service fee (See Note 1)	\$50.00
Kennel Licensing Fee (annual)	\$75.00

Notes:

Note 1: By-Law Enforcement Officer finds and returns dog to owner.

SCHEDULE I

General Government Fees

Fees are not subject to HST

Item	Fee
Photocopies per sheet	\$0.20
Facsimile per sheet	\$1.00
Returned cheque	\$30.00
Copy of Official Plan	\$12.00
Copy of Zoning by-law	\$12.00
Tax certificate (per roll number)	\$30.00
Building and zoning compliance letter (per roll number)	\$100.00
Commissioner stamp/certification	\$7.00
Bailiff fees	Actual costs
Small claims	Actual costs
Freedom of Information Request	\$5.00
Freedom of Information Research (staff time and photocopying)	Actual Costs

SCHEDULE J

Miscellaneous Rates and Fees

Fees are not subject to HST

Item	Fee
Entrance permit application	\$100.00
Entrance permit deposit	\$750.00
Farley Road Parking Permit (annual)	\$55.00
Farley Road, Additional Guest Parking Permit (annual)	\$15.00
Sign Advertising (annual)	\$200.00
After School Program (per day/per child)	\$6.00

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

By-Law No. 10-2022

**Being a By-Law to authorize the execution of an Agreement for a
By-Law Enforcement Officer for The Corporation of the Municipality of Whitestone
and to appoint a By-Law Enforcement Officer for
The Corporation of the Municipality of Whitestone
and to repeal By-Law No. 11-2019.**

WHEREAS, pursuant to *The Police Services Act*, R.S.O. 1990, Chapter P.15, Section 15, and amendments thereto, the Council of the Corporation of the Municipality of Whitestone may appoint such officers and servants as may be necessary for the enforcement of the By-Laws of the Municipality;

AND WHEREAS, Council of the Corporation of the Municipality of Whitestone deems it appropriate to enter into a Contract for Services with Paul Rossiter (carrying on business as Law N Mowers) for the provision of services as a By-law Enforcement Officer to provide a variety of enforcement services pertaining to the By-laws of the Corporation of the Municipality of Whitestone and applicable Provincial and Federal Legislation.

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

1. **THAT** the Council of the Corporation of the Municipality of Whitestone does hereby appoint Paul Rossiter as a By-law Enforcement Officer for the Corporation of the Municipality of Whitestone until the end of the Term of the Contract for Services or until the appointment is revoked, whichever occurs first.
2. **THAT** Council does hereby authorize and direct the Mayor and Clerk to execute, under Seal of the Corporation, the Agreement for the By-law Enforcement Officer between Paul Rossiter (carrying on business as Law N Mowers) and the Corporation of the Municipality of Whitestone attached hereto as Schedule "A" and forming part of this By-law.
3. **THAT** the Mayor and Clerk are hereby authorized to execute all documents necessary to give effect to this By-law.
4. **AND THAT** this By-law shall come into force and take effect upon passage thereof.

READ a **FIRST** and **SECOND** time this 18th day of January, 2022.

Mayor

George Comrie

CAO/Clerk

Michelle Hendry

READ a **THIRD** time and **PASSED, SIGNED, SEALED** and **ENACTED** this 18th day of January, 2022

Mayor

George Comrie

CAO/Clerk

Michelle Hendry

By-law No. 10-2022, By-law Enforcement Officer

Page 1 of 1

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 11-2022

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. This By-Law shall come into force and take effect upon passage by Council.

READ a FIRST and SECOND time this 18th day of January, 2022

Mayor George Comrie

CAO-Clerk Michelle Hendry

Read a Third time and Passed, Signed and Sealed this 18th day of January, 2022.

Mayor George Comrie

CAO-Clerk Michelle Hendry

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 12-2022

**Being a By-Law to adopt the
Use of Corporate Resources for Election Purposes Policy
for the Corporation of the Municipality of Whitestone**

WHEREAS pursuant to Section 88.18 of the *Municipal Elections Act*, 1996 (MEA) requires before May 1 in the year of the regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources;

AND WHEREAS Section 88.15 (1) of the *Municipal Elections Act*, 1996 states that for the purposes of this Act, money, goods and services given to and accepted by a person for his or her election campaign, or given to and accepted by another person who is acting under the person's direction, are contributions;

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

1. The Use of Corporate Resources for Election Purposes Policy, substantially in the form attached as Schedule 'A' to this By-Law, is established as a Policy which is applicable to all Candidates, members of Council (including members not seeking re-election, as well as those acclaimed), a registered third party and members of Staff.
2. This By-Law shall come into force and take effect upon passage by Council.

READ a FIRST and SECOND time this 18th day of January, 2022

Mayor George Comrie

CAO-Clerk Michelle Hendry

Read a Third time and Passed, Signed and Sealed this 18th day of January, 2022.

Mayor George Comrie

CAO-Clerk Michelle Hendry

BUSINESS MATTERS



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MEMORANDUM

To: Mayor and Council
From: Michelle Hendry, CAO/Clerk
Date: January 18, 2022
Re: ICECAP (Integrated Community Energy and Climate Action Plans) and participation in PCP (Partners for Climate Change)

Background

At the December 13, 2021, Council passed the following resolution:

Resolution No. 2021-408

Moved by: Councillor Beth Gorham-Matthews

Seconded by: Councillor Joe McEwen

- 7.2 **THAT** the Council of the Municipality of Whitestone does hereby receive the presentation from Daryle Moffatt and Forrest Pengra, ICECAP co-chairs: "Invitation for Whitestone to join the Integrated Community Energy and Climate Action Program" for information, and thanks the presenters for attending the Council meeting.

AND THAT Council does hereby support the Whitestone Environmental Stewardship Committee's recommendation (per the November 10, 2021 Minutes of the Committee Being Item 10.1.3 of the December 13, 2021 Council Agenda) to reconsider membership in ICECAP;

AND THAT Council does hereby approve membership in ICECAP.

Carried

Next Steps

Per the December 13th presentation from Daryle Moffatt and Forrest Pengra, ICECAP co-chairs, the next steps were noted as follows:

1. Join PCP with a Council Resolution
2. Join ICECAP with a Council Resolution
3. Appoint liaisons from Council and Staff
4. Next ICECAP Meeting February, 2022

The Partners for Climate Change Protection (PCP) program provides a forum for municipal governments to share knowledge and experience with other municipal governments on how to reduce GHG emissions.

PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050.

The PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results. PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years.

Q

Council Resolution to Join the FCM–ICLEI (Local Governments for Sustainability) Partners for Climate Protection Program

WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy;

WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts;

WHEREAS local governments are essential to the successful implementation of the Paris Agreement;

WHEREAS Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services;

WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses;

WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting;

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;



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WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years;

WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines;

BE IT RESOLVED that the municipality of _____ endorse the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the municipality of _____ review the guidelines on [PCP member benefits and responsibilities](#) and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of _____ appoint the following:

- a) Corporate staff person (Name) _____
(Contact number) _____
(Email address) _____
- b) Elected official (Name) _____
(Contact number) _____
(Email address) _____

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

_____ Signature

_____ Date



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SCIENTIFIC BACKGROUND

The International Panel on Climate Change (IPCC) says in its 2014 *Fifth Assessment Report* that warming of the Earth's climate system is unequivocal and that "the IPCC is now 95 per cent certain that humans are the main cause of current global warming."

The IPCC concludes this warming is caused primarily by increased atmospheric concentrations of carbon dioxide, methane and nitrous oxide released from burning coal, oil and natural gas and from cutting trees and clearing land for agriculture and development.

The IPCC has a high degree of confidence that the following climate-related impacts are occurring or will occur over the next century in North America:

- More frequent hot and fewer cold temperature extremes, resulting in longer and more frequent heat waves.
- More frequent and intense extreme precipitation events.
- Thawing of permafrost, causing greater emissions of greenhouse gases and leading to disruptions to infrastructure and the traditional ways of life in northern communities.
- Melting of glaciers and polar ice, causing sea level rise in over 70 per cent of coastal communities.
- Increased risk of extinction for a large fraction of terrestrial, freshwater and marine species, undermining food security in many regions.
- In urban areas, increase risks for people, assets, economies and ecosystems including risks from heat stress, storms and extreme precipitation, flooding, landslides, air pollution, drought, water scarcity, sea level rise and storm surges.
- In rural areas, impacts on water availability and supply, food security, infrastructure, and agricultural incomes, including shifts in food production areas.

Under business-as-usual scenarios, the IPCC has high confidence that global surface temperature is likely to exceed two degrees Celsius by the end of the 21st Century.

The IPCC observes that warming resulting from human influences could lead to abrupt or irreversible impacts, depending on the rate and magnitude of climate change, and that the more human activities disrupt the climate, the greater the risks.

Under a stringent emission reduction scenario, the IPCC concludes that surface warming could be kept under two degrees Celsius, which would reduce the risks and impacts of climate change.



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Whitestone and Area Nursing Station Building Expansion

Information update to Whitestone Council

Clinical Services

As you may already know, our nurse practitioner-led clinic (the NPLC) has stayed open throughout the almost two years of the Covid-19 pandemic. Although the local family health teams have limited in-person patient visits, our NPLC has not. Many patients who were unable to secure an appointment with their family physician have relied on our nurse practitioners for their primary care needs throughout the pandemic. These visits are in addition to the many patients they see who do not have a family doctor.

In addition to ongoing clinical services, the NPLC has brought vaccination clinics into our community. Including our first local vaccination clinic on April 1, 2021, the NPLC has held 12 vaccine clinics and given almost 500 Covid-19 vaccination doses.

Design and Construction

The detailed design plans are substantially complete and the Municipality of Whitestone will be issuing a request for tenders by mid to late January. We anticipate that construction will begin this spring, with substantial completion in the late fall.

Community Fundraising Update

We are pleased to report that we raised \$54,180.75 towards the building expansion, as of December 31, 2021. With the matching funds from our very generous anonymous donor it totals \$108,361.50. This is 60.2% of our total goal of \$180,000.

The Township of McKellar contributed \$30,000 toward the project in 2021 and will contributing \$30,000 in 2022. We understand the Municipality of Magnetawan is considering a contribution as well in their 2022 budget.

Our most recent initiative was to send letters to local businesses seeking support and donations. Unfortunately, the business directories available to us were limited; however, we did see an increase in donations throughout November and December which is attributable to this effort. We will continue to outreach to our local business communities in Magnetawan, Whitestone and McKellar. Our next letter campaign will be directed at the larger businesses in Parry Sound that provide services to residents of our communities.

We also continue to see local businesses supporting our fundraising with initiatives of their own, including donation boxes at the businesses checkout counter and the Duck Rock Restaurant's Jig the Joker fundraiser that started before Christmas.

In-person fundraising activities are still on hold. However, we are busy collecting gifts for a raffle, identifying additional opportunities for grants, and tentatively planning other initiatives to complete our commitment.



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

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

Thank you for Your Support

Our Committee would like to sincerely thank our three municipal councils in Magnetawan, McKellar and Whitestone for their continued support of our activities. In addition to the financial support pledged and provided, we appreciate the assistance in getting our messages out through social media and assisting us with our letter writing campaigns. You have made our fundraising so much easier and contributed to the success!

Respectfully Submitted by:

Marcella Sholdice
Chair, Whitestone and Area Nursing Station
Community Advisory Committee

Michelle Hendry
CAO/Clerk, Municipality of Whitestone

CORRESPONDENCE



A

Town of / Ville de Penetanguishene

Police Services Board

December 7, 2021

Hon. Doug Downey
Attorney General
McMurtry-Scott Bldg 11th Floor
720 Bay Street
Toronto, ON M7A 2S9

Delivered by Email:
attorneygeneral@ontario.ca

Dear Hon. Doug Downey;

RE: Concerning Rates of Recidivism

At the Penetanguishene Police Services Board meeting held on June 14, 2021, members of the board received a quarterly report from the Southern Georgian Bay OPP Detachment Commander. Within the report, the board noticed that the crime rate numbers were surprisingly high. The Detachment Commander explained that a major contributing factor to the high crime rate was that a high number of offenders were often being released by the courts and therefore given the opportunity to re-offend.

Following the meeting, the Detachment was able to research the recidivism rates for the catchment area in order to get a better understanding of the circumstances. Prior to the COVID-19 pandemic (August 2018 to February 2020) to post pandemic (March 2020 to September 2021) there was increase of 11% in recidivism rates. In Penetanguishene alone, there were a total of 12427 charges that were analyzed (29% criminal and 71% Provincial) with 519 persons who had charges withdrawn in the same time period.

These recidivism rates were concerning for the Police Services Board for two reasons. The first being that it's obvious that no lesson is learnt by most offenders when they are provided with multiple chances. The second being that this recidivism cycle that's being created continues to cause more work for the police which then takes them away from other important duties.

We're aware that the analysis of rates demonstrates an increase since the pandemic, and fully recognize that the COVID-19 pandemic could have been a contributing factor to the increase in rates. However, since the pandemic restrictions seem to be lifting, we're hopeful that the recidivism rates lessen as well.

Our hope is to bring awareness to the recidivism rates, advocate for the Southern Georgian Bay OPP and finally, enact change within the provincial court system to help minimize these rates. It would be most helpful not only to the Southern Georgian Bay OPP but all detachments across the province if the provincial court system could help minimize



recidivism rates by monitoring and recording the offenders who continue to reoffend and highly consider recidivism when sentencing.

We're hopeful that by raising awareness of the high recidivism rates within our detachment, it may persuade change within the provincial court system related to offender sentencing. Please feel free to reach out to the undersigned bcummings@penetanguishene.ca should you have any questions.

THE CORPORATION OF THE TOWN OF PENETANGUISHENE

Brian Cummings, Board Chair
Penetanguishene Police Services Board

CC: Hon. Sylvia Jones, Solicitor General
Inspector Joseph Evans, OPP
Interim Executive Director, Bruce Chapman, OAPSB
Council of the Town of Penetanguishene
Chief Administrative Officer, Jeff Lees, Town of Penetanguishene
All municipalities in Ontario

/kc

From: Steve W [mailto:skw1968@gmail.com]

Sent: December 1, 2021 8:54 PM

To: michelle.hendry@whitestone.ca

Cc: judith.meyntz@whitestone.ca; councillor.gorham-matthews@whitestone.ca;

councillor.mcewen@whitestone.ca; councillor.woods@whitestone.ca; councillor.lamb@whitestone.ca

Subject: Request for Motion of Consideration - Endorsement to award the Victoria Cross

Good evening,

As a member of the Dunchurch and Whitestone Lake Community for the past 17 years and a Retired member of the Canadian Armed Forces with 25 yrs of service I am writing to formally request that the Municipal Council consider following suit with the North Bay Council to formally support the efforts being made to award Jess Larochelle with the Victoria Cross as outlined in the following article - <https://www.nugget.ca/news/council-backs-move-to-honour-local-veteran?fbclid=IwAR2eNsQ1LQoZoGlsP4Q2yaMhRvNYbgFCcNwep3MaByOCq5gV07pG5apH9uw>

The effort to award Jess Larochelle the Victoria Cross has been ongoing for several months and is gaining momentum and support. This initiative is being spearheaded by the Veteran group "*Valour in the Presence of the Enemy*" with the direct support from Gen (Ret'd) Rick Hillier and is strongly endorsed by the entire Veteran and serving Military Community including the current Chief of Defence Staff.

A basic principle of leadership is to know your personnel and promote their welfare. Although I do not know Jess Larochelle directly I feel that we have a collective duty to promote his welfare and support this initiative to award him with the Victoria Cross. Jess has been called a "son of Canada", but he is truly a "son of the North" as a resident and descendant of our immediate and greater community. Jess is not asking for this, which makes it even more deserving. He simply answered the call to serve, and then on one fateful day thousands of km from home he did what he was trained to do and stood his ground, alone, injured and overwhelmed by a determined and well-armed enemy. As a result of his actions, many lives were saved, but his life would remain changed forever.

No one knows how they will react when pushed to extremes, but on this day Jess answered the call and lived by the motto - *Service Before Self* and is deserving of our support

As stated above, I am formally requesting that this email be **put under correspondence in the Council Agenda and formally endorsed**, and I also request that you engage with all neighboring Councils so that we have unanimous endorsement of all Community Councils in the surrounding North Bay area. This is a chance to be part of history to help award a very deserving recipient the first Victoria Cross since WWII.

Your time and consideration on this matter is greatly appreciated.

S.K. (Steve) Waller, BA(Hons), MSc, CD1, CPO, CSMP M.ISMI
Captain (Retired)
Barrie/Dunchurch, ON

Assessment Change Summary

Municipality of Whitestone

C.

The following chart provides a snapshot comparing the assessed value at the beginning of one taxation year (2021), to the assessed value at the beginning of the next taxation year (2022).

Property Tax Class (RTC) Description	RTC	Based on 2016 Current Value Assessment (CVA)			
		Destination CVA <i>At time of roll return for 2021 Tax Year</i>	2022 Tax Year <i>Destination CVA at time of roll return for 2022 Tax Year</i>	Percent Change <i>2021 - 2022 Tax Year</i>	Percent of Total CVA <i>Distribution of CVA between classes for 2022 Tax Year</i>
Residential	R	606,864,510	611,511,510	0.77%	97.30%
Commercial	C	4,065,000	4,065,700	0.02%	0.65%
Commercial (New Construction)	X	305,400	305,400	0.00%	0.05%
Industrial	I	279,100	279,100	0.00%	0.04%
Farm	F	2,909,900	3,136,800	7.80%	0.50%
Managed Forests	T	2,190,600	2,325,300	6.15%	0.37%
Railway Right-of-Way	W	-	-	0.00%	0.00%
Utility Transmission & Distribution Corridors	U	-	-	0.00%	0.00%
PIL - Residential	R	1,365,200	1,347,700	-1.28%	0.21%
PIL - Commercial	C	86,700	86,700	0.00%	0.01%
PIL - Landfill	H	9,800	9,800	0.00%	0.00%
Exempt	E	5,258,800	5,406,600	2.81%	0.86%
TOTAL		623,335,010	628,474,610	0.82%	100.00%



December 15, 2021

The Honorable Doug Ford
Premier of Ontario
Premier's Office
Room 281, Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

RE: Province-Wide Assessment Update

The Council of the Corporation of Tay Valley Township at its Council meeting on December 14th, 2021 adopted the following resolution:

RESOLUTION #C-2021-12-20

“WHEREAS, the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years;

AND WHEREAS, this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024;

AND WHEREAS, the Municipality of Tay Valley Township is aware of the important increase in property values throughout the province and within its own jurisdiction;

AND WHEREAS, the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;

NOW THEREFORE BE IT RESOLVED THAT, the Council of Tay Valley Township urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values;

AND BE IT FURTHER RESOLVED THAT, a copy of this resolution be forwarded to the Premier of Ontario, Scott Reid, MP, Randy Hillier, MPP, MPAC, AMO and to all Ontario municipalities.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or clerk@tayvalleytwp.ca.

Sincerely,



Amanda Mabo, Acting CAO/Clerk

cc: Scott Reid, MP, Lanark – Frontenac – Kingston
Randy Hillier, MPP, Lanark – Frontenac - Kingston
Municipal Property Assessment Corporation (MPAC)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2022-61

Dear Head of Council:

The supply of housing in Ontario has not kept up with demand over the past decade and everyone has a role to play in fixing Ontario's housing crisis. More than ever, we need municipalities, non-profits and private industry to work with us to encourage the building of different kinds of housing – so that Ontario families have more affordable options.

To help support this important priority, I am pleased to provide you with an update on recent changes our government has made to help streamline and simplify Ontario's planning system.

Bill 13, the *Supporting People and Businesses Act, 2021*

Schedule 19 of Bill 13, the *Supporting People and Businesses Act, 2021* came into force December 2, 2021 upon royal assent.

Changes have been made to help streamline the planning system and, in some cases, help shorten approval timelines by providing municipal councils broader authority to allow more planning decisions to be made by committees of council or staff. Municipalities can now, subject to having appropriate official plan policies, delegate decisions dealing with minor amendments to zoning by-laws, such as temporary use by-laws and the lifting of holding symbols, should they choose to.

You can find more information about these changes on the Environmental Registry of Ontario ([019-4419](https://www.ero.on.ca/)) and the Regulatory Registry ([21-MMAH025](https://www.ero.on.ca/)) and some frequently asked questions are provided below.

At this time, I encourage you to review and update your existing delegation policies and consider exercising this new authority to help streamline your decision-making processes, and free up council's valuable time to focus on other more strategic matters.

Bill 276, the *Supporting Recovery and Competitiveness Act, 2021*

As you know, we also recently made *Planning Act* changes related to control of the division of land, including subdivision control, plans of subdivision, consents and validations through Bill 276, the *Supporting Recovery and Competitiveness Act, 2021*, which received Royal Assent on June 3, 2021. I am writing to confirm that Schedule 24 of Bill 276 and associated regulations came into force on January 1, 2022.

We are proud to make these changes, which will help save time and money for those involved in the land division approval process, including municipalities, landowners, purchasers and some lease holders. Our changes will continue to protect Ontarians when they buy and sell property, while making the rules of subdivision control clearer and simpler.

.../2

Your municipality may wish to consider whether adjustments to your land division application and review processes to align with the changes would be beneficial.

More information about these changes and the feedback we received during our consultation can be found on the Environmental Registry of Ontario ([019-3495 and 019-3958](#)) and Regulatory Registry ([Proposal 21-MMAH008 and Proposal 21-MMAH015](#)). Some frequently asked questions are provided below. Any further questions about the changes to the *Planning Act* and related regulations can be directed to ProvincialPlanning@ontario.ca.

Sincerely,



Steve Clark
Minister

c: Chief Administrative Officer

FAQs

Schedule 19 (Planning Act) to Bill 13, the Supporting People and Businesses Act, 2021

What changes have been made to the Planning Act?

- Changes to the Planning Act, Municipal Act, 2001 and City of Toronto Act, 2006 provide municipalities with discretionary authority to delegate additional decisions to committees of council or municipal staff for minor amendments to zoning by-laws like:
 - Temporary use by-laws
 - Lifting of holding provisions
- Before matters may be delegated, official plan policies will need to be developed to establish the type of minor zoning by-law amendments that may be delegated, such as authorization of temporary uses, the lifting of a holding symbol, and other minor zoning by-law amendments.

What types of “minor” amendments to a zoning by-law may be delegated?

- If a municipality would like to use this authority, official plan policies will need to be established to scope and define the types of “minor” zoning amendments that may be delegated. This could include matters like temporary use by-laws and by-laws lifting holding provisions.
- This approach is intended to allow for a locally tailored approach that reflects input from the public.

What types of conditions could council apply when delegating its authority?

- Council will have the ability to apply conditions on the delegation of its decision(s). These conditions would be determined locally when the official plan policies and implementing by-law for the delegation are being developed.

Will this new delegation authority alter the public meeting or appeal rights of the matters delegated?

- The delegation of additional planning matters would not alter any notice or public meeting requirements or limit appeal rights.

What other planning decisions can be delegated?

- Under the Planning Act, municipal council can delegate the following decisions to a committee of council, staff, or, in some cases, a committee of adjustment:
 - Community planning permit system permits
 - Approval of adopted lower-tier official plan amendments
 - Plans of subdivision and condominiums
 - Consents
 - Site plan
 - Validations
- Other planning matters, such as administrative functions related to by-laws, may be delegated by council based on the delegation provisions in the Municipal Act, 2001 (or City of Toronto Act, 2006).

Schedule 24 (Planning Act) to Bill 276, the Supporting Recovery and Competitiveness Act, 2021

What changes will be made to the Planning Act?

- The changes include technical, administrative and policy changes to provisions in sections 50, 51, 53, 54, 55 and 57 of the Planning Act related to control of the division of land, as well as other housekeeping or consequential changes.
- Upon proclamation, the changes will:
 - provide new exceptions to subdivision control and part lot control (i.e., exceptions from the need for land division approval) – for example, by preventing parcels from merging with other lands in certain circumstances
 - change the plan of subdivision process – for example, by aligning the requirements for public notice, information, and public meetings with other instruments under the Act
 - change the consent application process – for example, by requiring a municipality or the Minister, where requested, to issue a certificate for the retained land in addition to providing a certificate for the lands that are subject to the consent application, and
 - make other changes regarding subdivision control and its related processes – for example, by requiring that a decision on a validation conform with the same criteria which are applicable to consents.

What changes will be made with respect to “lot mergers”?

- Changes will be made to the subdivision control provisions to prevent lots from merging where lands were previously owned by, or abutted land previously owned by, joint tenants and where the ownership would have otherwise merged as a result of the death of one of the joint tenants.
- Outside of a “death of a joint tenant” scenario, lot mergers will continue to occur.

What changes will be made to the consent application process?

- Changes will be made to the consent application process to, for example:
 - permit a purchaser of land or the purchaser’s agent to apply for a consent
 - establish a new certificate of cancellation
 - provide for certificates to be issued in respect of retained land in addition to the lands that are subject to the consent application
 - provide for a standard two-year period during which the conditions of a consent must be satisfied, and
 - permit a consent application to be amended by an applicant prior to a decision about the consent being made by the consent-granting authority.
- Municipalities may need to modify or update certain administrative processes as a result of some of these changes.

What is a certificate for retained land?

- Changes to the Planning Act will provide for a consent-granting authority to issue a certificate for the retained land (the other part of the parcel approved through the land division process) resulting from certain consents.
- This certificate will show that the retained land has “consent” status.
- An applicant will need to specify in their application whether they are requesting a retained land certificate, and if so, require that a statement from a solicitor

confirming the extend of the owner's retained land be included as part of that application.

What is a certificate of cancellation?

- In some situations, the original consent granted for a parcel of land may no longer be wanted or needed. This could occur, for example, where a parcel created by consent may need to be widened to accommodate a driveway. In these cases, the original consent may need to be cancelled to ensure the revised parcel will function as a single unit.
- Changes to the Planning Act will allow owners to apply to the consent-granting authority for a certificate of cancellation for a parcel that was previously severed with a consent. The consent-granting authority may also require the owner to apply as a condition of approval.
- Once a certificate of cancellation is issued, the parcel would be treated as though the previous consent had not been given. This could mean that the parcel would merge with neighbouring lands that are owned by the same person.

What considerations need to be applied to validation requests?

- A validation can be used in place of obtaining a consent to the contravening transaction (transfer or other transaction that was made in breach of the Planning Act requirements) in certain situations; for example, where the landowners at the time of the contravention are not available to sign the new transfer documents.
- The validation allows the validation authority to consider each situation on its merits and decide whether a request to validate title should be supported. The validation authority may, as a condition to issuing the validation, impose conditions as it considers appropriate.
- Bill 276 will make changes to require that a decision regarding a validation must conform with the same criteria which are applicable to consents, for example:
 - having regard to provincial interests and the land division criteria set out in the Planning Act
 - ensuring the validation is consistent with the Provincial Policy Statement and conforms, or does not conflict, with provincial plans, and
 - ensuring the validation conforms with all applicable official plans.



MEDIA RELEASE
For Immediate Release

West Parry Sound on the Move!

January 6, 2022 – Parry Sound, ON

Despite the ongoing impacts of COVID-19, there has been a surge of investment in West Parry Sound over the course of 2021. The West Parry Sound Economic Development Collaborative (WPSEDC) recently highlighted some of the successes achieved by area communities and business in 2021.

In 2021, West Parry Sound businesses successfully obtained over \$2.4 million in grant funding from the federal and provincial governments. These investments recognize successful and dynamic businesses in the region and are expected to create at least 40 new jobs when complete. Highlights include:

- *Connor Industries* received \$918,550 to renovate their facility, construct two new buildings, and purchase equipment. The project is expected to create 12 new jobs.
- *Crofters Food* received \$1,000,000 to construct a new facility and expand their production. The project is expected to create 9 full-time jobs.
- *RJW Enterprises* received \$113,968 to renovate their facility and purchase equipment. The project is expected to create 6 new jobs.
- *Wave Fibre Mill* received \$200,000 to establish a fibre processing mill at the Parry Sound Area Municipal Airport. The project is expected to create 10 new jobs.

The region also announced the approval of \$23.3 million in federal and provincial grant funding for the West Parry Sound Recreation and Culture Centre. “Enhancing our regional value proposition is vital to attracting talent and entrepreneurs to West Parry Sound,” said James Cox, Regional Economic Development Officer. “Recreational amenities are an important part of this, and when complete the Recreation and Culture Centre will form a key piece in our talent attraction efforts.”

Investments in regional infrastructure have also proceeded at the Parry Sound Area Municipal Airport, with a \$10 million joint federal, provincial, and municipal investment in the facility. This project will construct a new 5000 ft. runway with improved alignment and open several new lots in the Business Park. These projects recognize the potential of the Airport as a hub of investment and will position the park for future growth.

In August 2021, the federal and provincial governments allocated \$5.9 million towards improving broadband access in Seguin, and an additional \$12.9 million towards expanding access in areas of Whitestone and McKellar. In addition, the Parry Sound Area Industrial Park Board (Municipality of McDougall, Carling Township, Town of Parry Sound) has partnered with Vianet to erect a tower in the Industrial Park to improve connectivity to the businesses in the Park and the surrounding area. The Township of The Archipelago

contributed additional monies to further extend the height of the tower to enable connectivity to the Pointe au Baril area. The Township of The Archipelago has also partnered with Vianet to erect a tower in Pointe au Baril to improve the areas' connectivity.

Other investments include the construction of a new regional school in Parry Sound, scheduled to begin in March 2022. The new facility is anticipated to open in September 2023.

Construction is also nearing completion on the new Best Western Hotel on Pine Drive in Parry Sound. When complete, this \$10 million development will add 93 rooms to the area's accommodation offerings.

West Parry Sound Campus - Canadore College welcomed its first-ever cohort of 28 international students in September. This will infuse over \$600,000 in additional income to the local economy on an annual basis.

West Parry Sound has also seen a surge of private investment. The Parry Sound and Area Industrial Park has sold 17 lots during 2021, representing all of its remaining serviced land. Grant applications have been submitted to extend services to the remaining 12.47 acres of unsold unserviced land. Notable investments include:

- *ECO Development Group* purchased 6 lots for its future CLT (Cross Laminated Timber) prefab housing plant. This will be the first such enterprise in Northern Ontario. The CLT plant will occupy 25,000 sq. ft and create 45 jobs. Production is expected to start by early 2023.
- *Singular Solutions Inc.* purchased 3 lots to build a 23,000 sq. ft plant to produce biodegradable food packaging. The project will create 22 jobs, with production expected to start by the end of 2022.

The Town of Parry Sound hosted three international business delegations between October – December. The participating companies are looking to invest in production of electric vehicle charging stations, furniture for hotels and restaurants, and modular homes in the area. Each project is valued at \$2 - \$3 million (building and equipment). “The Parry Sound area remains an attractive location for doing business, due to its high quality of life and various financial incentives offered by the provincial and federal governments”, noted Vladimir Shehovtsov, Economic Development Officer, Town of Parry Sound. “We continue to support local business through this difficult time, as well as strive to attract new innovative companies to further diversify the area economy.”

In the coming year, the WPSEDC will continue to support business retention and expansion and attract further investments. The WPSEDC is a partnership between the 7 area municipalities in West Parry Sound District, comprised of the Township of The Archipelago, the Township of Carling, the Municipality of McDougall, the Township of McKellar, the Town of Parry Sound, the Township of Seguin, and the Municipality of Whitestone with a three-year funding commitment from FedNor. Its mandate is to build a supportive business environment in West Parry Sound through collaborative economic development projects.

For further information please contact:

James Cox, Regional Economic Development Officer
West Parry Sound Economic Development Collaborative
Tel: 705-774-1809
Email: edo@investwps.com

Vladimir Shehovtsov, Economic Development Officer
Town of Parry Sound
Tel: 705-746-2101 ext. 231
Email: vshehovtsov@townofparrysound.com

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100**Ministère des Affaires
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100**January 7, 2022****MEMORANDUM TO:** Municipal Chief Administrative Officers and Clerks**SUBJECT:** Omicron Variant of COVID-19, Testing and Isolation
Guidelines, and Emergency Work Deployment Order
O.Reg.157/20

I am writing today to provide updated information related to the ongoing pandemic and Ontario's response to protect against the Omicron variant. I will start by acknowledging that Ontario is very grateful for the continued partnership with Ontario's municipalities. Local leaders and public servants have been at the forefront of the response to COVID for going on two years now and your leadership and resiliency have been remarkable.

Ontario Temporarily Moving to Modified Step Two of the Roadmap to Reopen

On January 3, 2022, Ontario announced that in response to recent trends that show an alarming increase in COVID-19 hospitalizations, the province will return to a modified version of Step Two of the Roadmap to Reopen effective Wednesday, January 5, 2022 at 12:01 a.m. for at least 21 days (until January 26, 2022).

Among a range of measures this includes reduced limits for social gatherings and indoor organized public events, closures and restrictions for businesses and organizations, and a requirement for remote work unless the nature of the work requires employees to be onsite.

I encourage you to review, with your legal counsel, the rules for areas in Step Two which are set out in O Reg 263/20: Rules for Areas in Step 2. Subsection 1 (7) of Schedule 1 of the regulation provides that nothing in the order precludes operations or delivery of services by any governments (which includes municipalities).

The measures also include a return to remote learning for Ontario students until January 17, 2022. During this period free emergency childcare will be provided for school aged children of eligible frontline workers. The list of eligible workers is set out in Schedule 4 of O. Reg. 263/20 which can be found at: <https://www.ontario.ca/laws/regulation/200263#BK8>

Municipalities have the flexibility to determine what local procedures work best for them to maintain continuity of operations and decision-making while complying with all applicable laws and public health measures. In addition, local Medical Officers of Health may issue Section 22 orders under the *Health Protection and Promotion Act* or instructions under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* to apply public health and workplace safety measures.

New Testing and Isolation Guidelines

On December 30, 2021, in consultation with the Chief Medical Officer of Health, Ontario updated its COVID-19 testing and isolation guidelines. These updates, based on emerging evidence from Canada and other jurisdictions, are focused on ensuring resources are available for the highest-risk settings and the most vulnerable and help keep critical services running.

For further information, I encourage CAOs and Clerks to review the detailed information on the updates to testing and isolation guidelines found [here](#) and [here](#).

Work Deployment Order

I would like to take this opportunity to remind you that the municipal work deployment order ([O. Reg. 157/20](#)) under the *Reopening Ontario Act, 2020*, remains in place at this time to provide municipalities with the flexibility to deploy certain of their staff to where they are needed most. As you know, this is a temporary measure that is reviewed regularly and, if determined to be necessary can be renewed after each 30-day period.

Moreover, as you and others in your organization consider whether and how you will exercise the authority under this emergency order, I would ask that you consider the following:

- In making staffing decisions, first provide opportunity for full-time work to existing part-time staff before seeking out and employing extra full-time staff from outside your organization.
- In redeploying staff, should there be a difference in the terms and conditions of work, in the different departments of the organization, the expectation is that staff will not receive a lower wage than their home position.
- The *Occupational Health and Safety Act* and existing rights under the *Employment Standards Act* will continue to apply.
- Municipalities, as employers, are required to comply with all provincial orders, as well as any guidance and safety standards prescribed by the province for COVID-19. They are also responsible for ensuring that any staff being reassigned to new duties have the required training and skills.

For municipalities who are relying on the order to deploy staff, it is important to work collaboratively and engage in good faith with bargaining agents when using the order's authority, and to develop longer-term staffing plans and identify related resource needs for when the order is no longer in effect.

Municipalities are encouraged to review this and other applicable orders (available on the Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert) and work with their legal counsel for advice and understanding of the flexibility and obligations this and other orders provides municipalities, as employers.

Vaccine Boosters and Proof of Vaccination Updates

To protect Ontario's progress in the fight against COVID-19 and slow the spread of the Omicron variant, the government is taking actions, including [rapidly accelerating its booster dose rollout](#), and enhancing proof of vaccination requirements, which will impact businesses and organizations. Your continued support in the delivery of vaccinations remains critical to our shared success.

As of Monday, December 20, 2021, individuals aged 18 and over are eligible to schedule their booster dose appointment. At this time, this does not change the definition of fully vaccinated.

Please reference the full set of guidance which is found [here](#). Please continue to check regularly for updates on this site as situation change.

Proof of vaccination requirements at select [businesses and organizations](#) will remain in effect beyond January 17, 2022.

Starting January 4, 2022, it will be mandatory for individuals to use the enhanced vaccine certificate with QR code and for businesses to use the Verify Ontario app in settings where proof of vaccination is required, except for nine First Nations communities who can still show their vaccine receipt. Individuals will continue to need to show a piece of identification that matches their name and date of birth to their enhanced COVID-19 vaccine certificate when required.

Thank you for your continued support in protecting the health and well-being of Ontarians while delivering the services they depend upon.

Sincerely,



Kate Manson-Smith
Deputy Minister

**Ministry of Northern Development,
Mines, Natural Resources and
Forestry**

Resources Planning and Development
Policy Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

**Ministère du Développement du Nord, des
Mines, des Richesses Naturelles et des
Forêts**

Direction des politiques de planification et
d'exploitation des ressources
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7



Subject: Proposed regulatory changes under the Aggregate Resources Act

Dear Ontario Heads of Council and Clerks,

The Ministry of Northern Development, Mines, Natural Resources and Forestry recognizes the critical role Ontario's municipalities play in the lives of Ontarians. We value our strong collaborative partnership with municipalities and the associations that represent their interests.

I am writing to inform you, the Ministry of Northern Development, Mines, Natural Resources and Forestry is proposing regulatory changes under the *Aggregate Resources Act*. These changes will harmonize with Ministry of the Environment, Conservation and Parks' new provincial requirements under the *Environmental Protection Act* (EPA) for soil that is moved during construction activities to another site for a beneficial reuse (i.e., excess soil). Ontario Regulation 406/19, and Rules for Soil Management and Excess Soil Quality Standards include risk-based quality standards for the safe reuse of excess soil.

We invite you to review the changes and offer comments.

A complete summary of the proposed regulatory changes can be found on the Environmental Registry at the following address: www.ero.ontario.ca

Then search for notice: 019-4801

There are several ways you can comment on this proposal, including:

1. Directly through the Environmental Registry posting (click on the "Submit a comment" button)
2. By email to aggregates@ontario.ca, or
3. By mail to:

Resources Development Section
Ministry of Northern Development, Mines, Natural Resources and Forestry
300 Water Street, 2nd Floor South
Peterborough, ON K9J 3C7

If you have any questions you can contact Darryl Mitchell at (705) 313-2154.

Sincerely,

Jennifer Keyes,
Director, Resources Planning and Development Policy Branch

To: Mayor George Comrie, Michelle Hendry, Members of Council, Municipality of Whitestone
From: The Lorimer Lake Association (LLA)
Date: January 11, 2021
Re: Lorimer Lake Resort (LLR)

On behalf of the Lorimer Lake Association, we are writing to point out a few areas, which are of particular concern and looking for your help in quickly resolving the issue.

At the beginning of December, we became aware that the Lorimer Lake Resort (LLR) was draining the Environmentally protected (EP) zoned wetlands. Our concern was that the wetlands are very important for many reasons, including that there are endangered species, species at risk and many other wildlife in the wetlands. Additional concerns include the fact that the LLR was draining all of the water into the lake, without silt fences. They were also unloading hundreds of truckloads of soil on the Resort property and eventually moving these into the wetlands. The LLR has not received any permission from the municipality to start any of the building process.

Some of the endangered and at risk species that were located in this EP wetland include: The blanding turtle (endangered), Spring peepers, snapping turtles, painted turtles. There was also a loon's nest as well as chorus frogs and map turtles. Some of these species hopefully can continue to survive if we can stop the wetlands from being filled with sand. Furthermore, it is our hope that the wetland can be replenished in the future.

Lorimer Lake is a trout lake at capacity and trout is a very sensitive species. This sort of action is also very dangerous for the trout population and our ecosystem as a whole.

It is our understanding that the wetlands provide a source of well water to an adjacent neighbor as well.

The LLA contacted the MNR on Dec 3rd and learnt on Dec 15th that they felt they had no jurisdiction in the matter and said it was a Municipal matter. The LLA then contacted the Municipality on the 15th of December and spoke with Paula Macri who asked that we send a letter with our concerns. We did that, and then followed up with a second email which included pictures. Paula recommended that we contact Paul Rossiter the By-Law officer, which we did. Paul has conversed with us many times since then. Paul eventually met with Wes Wyrwa, who was undertaking the development of the property, on January 5th, and asked him to stop work and to put up silt fences. They have no authorization to drain the wetlands or unload the soils. They did not stop and continued to unload truckloads of soil into the wetlands. We called Michelle Hendry yesterday and informed her that they were still working and we needed to stop them before it was too late to recover the wetlands. We also sent a follow up email with pictures and video.

Attached is a letter from Doctor Janice Gilbert a highly respected Wetlands Ecologist, which emphasizes the importance of the wetlands. Doctor Gilbert is very familiar with Lorimer Lake and its wetlands. In her letter she states "I just do not understand how this type of activity is allowed to take place given the significance of wetlands to the health of our waterbodies. They act as 'kidneys' on the landscape removing excess nutrients and other contaminants humans introduce into the environment. Further, they provide habitat for all or a portion of the life cycle requirements for a high proportion of our Species at Risk including all of the turtle species in Ontario". She goes on to write that "The few wetlands on Lorimer Lake, and throughout 'cottage country', that remain must be protected. This is of even greater imperative given the predicted additional stressors on our environment due to human induced climate change".

The Lorimer Lake Association is asking for your urgent help in protecting the wetlands from any further destruction. We do understand that the Municipality of Whitestone has acted to try to stop further filling in of the EP wetlands, and we are hoping that this devastating action can be controlled and stopped by subsequent action.

Respectfully,

The Lorimer Lake Association



A Not-for-Profit
Facilitating Effective, Efficient and
Environmentally Responsible
Control Programs

J.

Tuesday January 11, 2022

Re: Wetland destruction on Lorimer Lake

Dear Whitestone Council,

I am writing to express my great dismay at the news of the wetland draining and infilling occurring on Lorimer Lake. I just do not understand how this type of activity is allowed to take place given the significance of wetlands to the health of our waterbodies. They act as 'kidneys' on the landscape removing excess nutrients and other contaminants humans introduce into the environment. Further, they provide habitat for all or a portion of the life cycle requirements for a high proportion of our Species at Risk including all of the turtle species in Ontario. Turtles, frogs, toads and numerous other animals burrow into the soft substrate in wetlands to overwinter. Draining and infilling these habitats will absolutely result in their demise.

I have to believe that the majority of people value healthy, clean lakes that are devoid of algae blooms and have loons, plentiful and diverse fish and numerous other wildlife. Our lakes are under threat due to the incremental losses of the natural shoreline and wetlands because of human activity. Once these habitats are gone, it is extremely difficult and expensive to try to restore them or replace the ecological services they provide. In order to protect the integrity of our freshwater bodies for future generations we must recognize that these natural systems have limited carrying capacities. The few wetlands on Lorimer Lake, and throughout 'cottage country', that remain must be protected. This is of even greater imperative given the predicted additional stressors on our environment due to human induced climate change. I hope you will be able to change the current course of events and help create a legacy that your children and grandchildren would be proud of.

If you have any questions or would like more information please feel free to contact me.

Sincerely,
Janice Gilbert, PhD

Wetland Ecologist
Co-Chair Ontario Phragmites Working Group
Executive Director
Invasive Phragmites Control Centre
P.O. Box 245
Langton, ON
N0E 1G0
519-410-1410

K.

January 10, 2022

To: Councilor Brian Woods
Councilor Joe Lamb
Councilor Beth Gorham Mathews
Councilor Joe McKewen
Mayor George Comrie

As many of you are aware, there is currently no dock at the Gooseneck Lake public landing. In the past there was a dock, but it was in need of repair and so was removed due to unavailable funds for the repair years ago.

The lack of a dock at the public landing creates a number of issues;

- safety concerns: easy access to lake for OPP, better access to lake for Fire & Rescue, slipping on wet rocks when trying to load or unload a watercraft
- launching or removing a watercraft from the lake with no dock to assist with loading or unloading people and their belongings

In addition, local residents, including children from the Ardbeg area, use the boat launch area to swim, boat, fish and enjoy the public lake. For them, there is no other area to easily access the water for swimming except in the area that boats are launched – whenever a boat is put into the lake or removed, people must move out of the way.

In speaking with many local residents in the community, there is an overwhelming interest in having a dock installed that would be for day-use for the entire community and general public to allow for better access to the public Gooseneck Lake. A number of people have also mentioned that it would be beneficial to have a ladder on the dock so that kids can get in out of the water easier when using the area for swimming.

Throughout the summer, 150 names were collected in support of the installation of a public dock for day use by the general public at the Gooseneck Lake Public Launch. Attached are the 150 signatures that have been collected. The signatures were all collected from people that were in the Ardbeg area.

We would request that the Municipality support the installation of a Floating Wood Dock, 10' x 20' in size, complete with a ladder. In addition, there is a rock

along the edge of the road by a 90 degree corner that makes it extremely difficult for people to back boat trailers into the launch area without being very close to having their front end of their vehicle precariously close to a five foot drop at the water's edge. As such, we would also want to remove a small portion of the rock, as many trailers have been damaged and tires flattened from the jagged rock. This would also allow for several more feet of space making it easier to allow vehicles to back into the launch area and at the same time create more space for the front end of vehicles.

We would kindly request that the Municipality support the installation of the dock and rock removal and would ask the Municipality to contribute \$5,000 towards the work. The goal would be to install the dock in the Spring/Summer of 2022. Once the dock has been installed, this would be a public dock for all residents and general public along with visitors to use.

We understand that several years ago, funds were provided by the Municipality for dock improvements at the Indian Narrows Public Launch on Lake Wahwashkesh and last year funds were provided by the Municipality for improvements at the Bolger Lake Public Launch Area; the Municipality also supplied and installed several docks on Whitestone Lake by the play area.

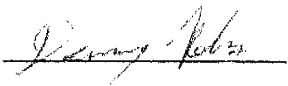
We understand that there was a resolution passed a number of years ago, to support and allow a dock to be reinstalled if funds were raised in the community. This was noted by the late Mayor Chris Armstrong in a council meeting on July 2016.

As the late mayor was a local resident of the Ardbeg Community, we would like the dock to be dedicated to the memory of the late Mayor Chris Armstrong and would propose that a plaque be included on the dock indicating this.

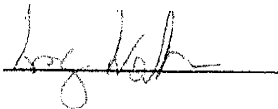
We appreciate any support that the Municipality can offer for our above request.

Yours Truly,

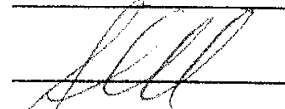
Danny Holmes



Larry Watkinson



Scott Nash






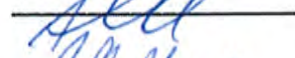

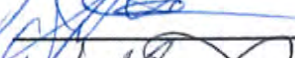










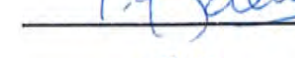


GOOSENECK LAKE PUBLIC DOCK AT BOAT LAUNCH

By signing this document, you are indicating that you would be in support for the installation of a Public Dock at the Gooseneck Lake Boat Launch for Day Use by the General Public and Rate Payers .

Name (First and Last)	Signature	Contact Info (Optional)
<u>Barb Holmes</u>	<u>Barb Holmes</u>	
<u>DANNY HOLMES</u>	<u>Danny Holmes</u>	
<u>LISA Durette</u>	<u>Lisa Durette</u>	
<u>Crystal McDonald</u>	<u>Crystal McDonald</u>	
<u>Danny Holmes</u>	<u>Danny Holmes</u>	
<u>Robert Holmes</u>	<u>Robert Holmes</u>	
<u>Kent Holmes</u>	<u>Kent Holmes</u>	
<u>LORE LEVENS</u>	<u>Lore Levens</u>	
<u>Pat</u>	<u>BLAIR McANON</u>	
<u>Susan Macleary</u>	<u>Susan Macleary</u>	
<u>John Macleary</u>	<u>John Macleary</u>	
<u>Donna Fleury</u>	<u>Donna Fleury</u>	
<u>Troy Reddick</u>	<u>Troy Reddick</u>	
<u>Connie Macleary</u>	<u>Connie Macleary</u>	
<u>Jordan Bell</u>	<u>Jordan Bell</u>	
<u>Andrea Gelineau</u>	<u>Andrea Gelineau</u>	
<u>Christine Kened</u>	<u>Christine Kened</u>	
<u>Dale H McDonald</u>	<u>Dale H McDonald</u>	
<u>Sam McDonald</u>	<u>Sam McDonald</u>	
<u>Dorey St Jean</u>	<u>Dorey St Jean</u>	


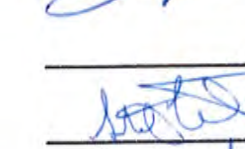
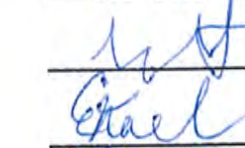

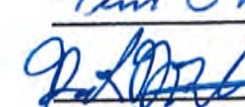





GOOSENECK LAKE PUBLIC DOCK AT BOAT LAUNCH

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Name (First and Last)	Signature	Contact Info (Optional)
<u>Bert ADA</u>		
<u>Ter Nash</u>		
<u>Scott Nash</u>		
<u>Jeff Green</u>		
<u>Arta Green</u>		
<u>William Auld</u>		
<u>GLEN PASWELL</u>		
<u>GERALD MEADE</u>		
<u>PAUL RELFAY</u>		
<u>JOE PIUHERD</u>		
<u>Lucy Biorca</u>		
<u>Dean O'Connor</u>		
<u>Brian O'Connor</u>		
<u>Talia Kelly</u>		
<u>ASHON Mekhael</u>		
<u>MARIE MITILINELLIS</u>		
<u>Melissa Dewal</u>		
<u>Doray St Jean</u>		
<u>Michael Liffen</u>		

GOOSENECK LAKE PUBLIC DOCK AT BOAT LAUNCH

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Name (First and Last)	Signature	Contact Info (Optional)
Jackie Tufts		
Debbie Hewitt SKATE FERRANTE		
Ashley Ferrante Elaine Nash		
Pam Lockett		
Tim O'NEIL	Tim O'Neil	
Rick McAllister		
Bill HEENEY		
Mike Cooper		
Kylee Grant		
Terri Todaruk		
Flaviano Quiquero	Flaviano Quiquero	
Sam Pasquariello		
Christine McAllister	C.mcallister	
Sharon Heeney	Sharon Heeney	
Ray Temple	Edna Temple	
Edna Temple	Edna Temple	
Susan Sinkovitch	SUSAN SINKOVITCH	
Paul Maffei	Paul Maffei	

GOOSENECK LAKE PUBLIC DOCK AT BOAT LAUNCH

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Name (First and Last)	Signature	Contact Info (Optional)
<u>Jessy Cox</u>	<u>[Signature]</u>	
<u>MIKE KOENLE</u>	<u>[Signature]</u>	
<u>G. NASH</u>	<u>[Signature]</u>	
<u>Raymond Piice</u>	<u>[Signature]</u>	
<u>Katie Gagnon</u>	<u>[Signature]</u>	
<u>Brad Kovanchak</u>	<u>[Signature]</u>	
<u>David Kirkham</u>	<u>[Signature]</u>	
<u>Kyle Harves</u>	<u>[Signature]</u>	
<u>Jerry Callaghan</u>	<u>[Signature]</u>	
<u>V.A. yde MARTIN</u>	<u>[Signature]</u>	
<u>Kevin Crosson</u>	<u>[Signature]</u>	
<u>Andrea Nash</u>	<u>[Signature]</u>	
<u>Peter Kasner</u>	<u>[Signature]</u>	
<u>Gina Matena</u>	<u>[Signature]</u>	
<u>Ann McDermott</u>	<u>[Signature]</u>	
<u>Larry Watkinson</u>	<u>[Signature]</u>	
<u>Eliot Duxbury</u>	<u>[Signature]</u>	
<u>Matt. Perna</u>	<u>[Signature]</u>	

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Name (First and Last)	Signature	Contact Info (Optional)
<u>Thomas Stevens</u>	<u>Tom Stevens</u>	
<u>Bill Bruce</u>	<u>Bill Bruce</u>	
<u>Abbie Fitzpatrick</u>	<u>Abbie Fitzpatrick</u>	
<u>Lisa Nichols</u>	<u>Lisa Nichols</u>	
<u>Kevin White</u>	<u>Kevin White</u>	
<u>Mary Berkess</u>	<u>Mary Berkess</u>	
<u>Chris Leyland</u>	<u>Chris Leyland</u>	
<u>Debbie Horton</u>	<u>Debbie Horton</u>	
<u>Alex Gray</u>	<u>Alex Gray</u>	
<u>Sarah Playford</u>	<u>Sarah Playford</u>	
<u>Dawn Temple</u>	<u>Dawn Temple</u>	
<u>Taryn McCubbin</u>	<u>Taryn McCubbin</u>	
<u>Zoë Temple</u>	<u>Zoë Temple</u>	
<u>Gerry Davette</u>	<u>Gerry Davette</u>	
<u>Meissa Moore</u>	<u>Meissa Moore</u>	
<u>Joseph Nicholls</u>	<u>Joseph Nicholls</u>	
<u>Jordan Nicholls</u>	<u>Jordan Nicholls</u>	
<u>Janus Moore</u>	<u>Janus Moore</u>	

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Name (First and Last)

Signature

Contact Info (Optional)

Orland Carscadden

O. Carscadden

Carolyn Carscadden

[Signature]

DAVID FLOOD

[Signature]

Kate Teel

KTeel

Terry Teel

[Signature]

Savannah Teel

Savannah

Alyssa Pelyea

alyssaP

Kristine pelyea

Kpelyea

Chantal Pelyea

Chantelpelyea

Dave Teel

D. Teel

Kim Teel

Kim Teel

Gwen Ainscough

[Signature]

Graig Ainscough

[Signature]

Pam DeJardine

[Signature]

Yanni Giourousis

[Signature]

Palmer Berlin

[Signature]

Jessica McLean

Jessica McLean

SEAN FORIN

[Signature]

MIKE SNEEPI

[Signature]

DH.

Caiden Forin
Neil Adams



brooklynn pridd
Ashley Adams

Bp
~~AP~~

Melanie Tom

MTU

Monica Pelyea

MP

James Pelyea

JP

Sasha Sawyer

SF

Lizsa Puchey

LP

Rick Petchey

RP

Stephen Flentag

SF

GOOSENECK LAKE PUBLIC DOCK AT BOAT LAUNCH

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Name (First and Last)

Signature

Contact Info (Optional)

Keray Powell

Keray Powell

~~Keray Powell~~

~~Keray Powell~~

~~Tell Bray~~

~~Tell Bray~~

Kimberly Burns

Kimberly Burns

JAMES ENSLEN

JAMES ENSLEN

Chamie Stiles

Chamie Stiles

JAMES Anderson

JAMES Anderson

Sandra Patterson

Sandra Patterson

Eric Mikkelsen

Eric Mikkelsen

Summer Stiles

Summer Stiles

Amy Vincent

Amy Vincent

Amber Waterhouse

Amber Waterhouse

Dawson Arderton

Dawson Arderton

Devin Struggs

Devin Struggs

Kimberly Mackray

Kimberly Mackray

Ashley Mann

Ashley Mann

Sydney Heathwood

Sydney Heathwood

Dakota Ames

Dakota Ames

Dakota Ames

Dakota Ames
