



**The Corporation of the Municipality of Whitestone**

**Agenda of Regular Council Meeting  
Tuesday, August 20, 2024**

**Dunchurch Community Centre**

**and**

Join Zoom Meeting **(Video)**

<https://us02web.zoom.us/j/85691068334>

**(Phone Call Only)**

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 856 9106 8334#

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

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**1. Call to Order and Roll Call**

**10:00 a.m.**

**National Anthem**

**Indigenous Land Acknowledgement Statement**

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

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

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

**2. Disclosure of Pecuniary Interest**

**3. Approval of Agenda ®**

**4. Presentations and Delegations - None**

## **Move into Committee of the Whole ®**

### **5. Committee of the Whole**

- 5.1 Short-Term Rental Unit By-law  
Memorandum from Paula Macri, Planning Assistant
- 5.2 Animal (Backyard Chickens) By-law  
Memorandum from CAO/Clerk Hendry
- 5.3 **Planning Matters**
  - 5.3.1 Consent Application B25/2024(W) – WATTS, Richard Watts ®
    - Memorandum from Parry Sound Area Planning Board dated July 29, 2024
  - 5.3.2 Consent Application B29/2024(W) – Kovanchak, Robert Peter ®
    - Memorandum from Parry Sound Area Planning Board dated August 6, 2024
  - 5.3.3 Review of Policies and Regulations Regarding Trailers
    - Memorandum from MHBC Ltd. dated August 8 2024

## **Reconvene into Regular Meeting ®**

### **Matters Arising from Committee of the Whole ®**

### **6. Public Meeting - None**

### **7. Consent Agenda ®**

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

- 7.1 Council and Committee Meeting Minutes
  - 7.1.1 Regular Council Meeting Minutes of June 18, 2024
  - 7.1.2 Special Council Meeting Minutes of July 4, 2024
  - 7.1.3 Regular Council Meeting Minutes of July 16, 2024
  - 7.1.4 Recreation Committee Minutes of May 23 2024
  - 7.1.5 Recreation Committee Minutes of June 17, 2024
  - 7.1.6 Whitestone Environmental Stewardship Committee Minutes of March 11, 2024
  - 7.1.7 Whitestone Environmental Stewardship Committee Minutes of April 15, 2024
  - 7.1.8 Whitestone Environmental Stewardship Committee Minutes of June 10, 2024
- 7.2 Unfinished Business (listed on page 6 and 7 of the agenda)

### **Matters Arising from Consent Agenda**

### **8. Accounts Payable ®**

- 8.1 Accounts Payable

### **9. Staff Reports**

- 9.1 Report PW-2024-09  
Snakeskin Lake Boat Launch ®

- 9.2 Report PLN-2024-03  
Q2 2024 Planning Services ®
- 9.3 Report BLDG-2024-03  
Q2 2024 Building Services ®
- 9.4 Report FIRE-2024-02  
Q2 2024 Fire and Rescue Services ®
- 9.5 Q2 2024 Report  
By-law Enforcement Services ®
- 9.6 Report FIN-2024-10  
Q2 2024 Finance Variance Report ®
- 9.7 Report FIN-2024-11  
Contract Award for Auditor Services ®

**10. By-laws**

- 10.1 By-law No. 37-2024, being a By-law to name and rename public and private roads within the Municipality of Whitestone and to repeal By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, and 31-2024 ®
  - Memorandum from Paula Macri, Planning Assistant
- 10.2 By-law No. 38-2024, being a By-law to adopt a Road Naming and Road Renaming Policy ®
  - Memorandum from Paula Macri, Planning Assistant
- 10.3 By-law No. 40-2024, being a By-law to adopt the Accountability, Transparency, and Openness Policy for the Corporation of the Municipality of Whitestone and to repeal By-law No. 11-2022 ®
  - Memorandum from CAO/Clerk Hendry
- 10.4 By-Law No. 42-2024, being a By-law to Close and Stop up that part of the original shore road allowance along the shores of Big Bay of South Magnetawan River, in front of Broken Lot 37, Concession 14 in the geographic Township of Burton, now Municipality of Whitestone, District of Parry Sound, designated as Parts 9, 10, 11 and 12, Plan 42R-22167 and to sell Parts 9, 10, 11 and 12, Plan 42R-22167 (MJ DEVELOPMENT INC.) ®
  - Memorandum from Paula Macri, Planning Assistant
- 10.5 By-law No. 43-2024, being a By-law of the Corporation of the Municipality of Whitestone to Authorize the Borrowing Upon Amortizing Debentures in the Principal Amount of \$295,827.00 Towards the Cost of the Fire Pumper ®
- 10.6 By-law No. 44-2024, being a By-law to enter into an Agreement to Develop and Deliver the Municipality of Whitestone After School Program ®
  - Memorandum from CAO/Clerk Hendry

- 10.7 By-law No. 45-2024, being a By-law to amend By-law No. 72-2023, authorizing an amendment to the agreement between the Corporation of the Municipality of Whitestone and Ornge, signed and dated December 12, 2023, for Helipad Maintenance ®
- Memorandum from Fire Chief, Bob Whitman

## **11 Business Matters**

- 11.1 Memorandum from CAO/Clerk Hendry  
Update on 2024 Grant Applications ®
- 11.2 Request from Councillor Brian Woods  
Draft Motion in respect of Parry Sound Mega School ®
- 11.3 Resolution of Support, Municipality of Tweed requested by Councillor Lamb  
Request that province provide sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget  
(Correspondence item from July 16, 2024 Regular Council Meeting) ®
- 11.4 CN Request for Rail Safety Week proclamation  
Rail Safety Week September 23-29, 2024 ®
- 11.5 Special Council Meeting scheduling (verbal)  
Council Interviews for CAO/Clerk position ®

## **12 Correspondence ®**

### **Matters Arising from Correspondence**

## **13 Councillor Items**

## **14 Questions from the Public**

### **Move into Closed Session ®**

## **15 Closed Session**

- 15.1 Closed Session Minutes of the Special Closed Session Council meeting of  
Thursday July 4, 2024 ®
- 15.2 Closed Session Minutes of the Regular Closed Session Council meeting of  
Tuesday July 16, 2024 ®
- 15.3 Personal matters about an identifiable individual, including municipal or local  
board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)
- 15.3.1 Confidential correspondence from the Office of the Information and  
Privacy Commissioner of Ontario ®
- 15.3.2 Council Correspondence regarding Snakeskin Lake public access ®

- 15.4 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose, pursuant to Ontario Municipal Act, Section 239.  
(2) (f)

15.4.1 Legal Opinion from Jennifer Biggar, Russel Christie, LLP  
Barristers and Solicitors, in respect of Bolger Landing matters ®

**Reconvene to Regular meeting ®**

**Matters arising from Closed Session**

**16 Confirming By-law ®**

**17 Adjournment ®**

**Unfinished Business**

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

			Memo to Council meeting August 20, 2024
July 4, 2023	<p><b>Strategic Plan, By-law Initiatives</b>  <b>THAT</b> the Council of the Municipality of Whitestone receive for information the Memorandum from CAO/Clerk Hendry, Strategic Plan – moving forward with 2023 priorities  <b>THAT</b> the recommendations in the above referenced Memorandum are hereby accepted in respect of bringing forward to Council a draft updated Rental Unit By-law, Trailer By-law, Parking By-law and the draft Animal and Bird By-law.</p>	Assigned to various staff	<p>In progress</p> <p>Animal and Bird By-law submitted to Council September 5, 2023</p> <p>Remainder of the By-laws in progress</p>
September 5, 2023	<p><b>Snakeskin Lake boat launch</b>  Staff to work with MNRF to determine if a Land Use Permit is required to develop the Snakeskin Lake boat launch, and if so, to apply for one.</p>	Staff	<p>Land Use Permit discussions In progress</p> <p>Report to Council August 20, 2024</p>
November 7, 2023	<p><b>Presentation from Azimuth Environmental re Whitestone Landfill Sites-</b>  Council request for more information in regard to usage space and timing and cost of conversion of York Street Landfill to a Transfer Station</p>	Manager of Public Works / Azimuth Environmental	Q3 2024
July 16, 2024	<p><b>Consideration of an Encroachment permit system for rail systems / shore dockers</b></p> <p><b>THAT</b> the Council of the Municipality of Whitestone request that staff develop an encroachment agreement process for rail systems / shore dockers by November 1, 2024 and report back to Council in respect of the process, no later than the November 19, 2024 Regular Council meeting.</p>	Staff	In progress

END

## **Correspondence**

- A. Association of Municipalities of Ontario – Advocacy on Homelessness Encampments
- B. Ontario Provincial Police – Annual Billing Statement Information
- C. Whitestone Lake Central School Student Sophie Fuscaldo – Thank you letter
- D. Georgian Bay Biosphere – survey information and notice of Letter of Support Request in 2025
- E. Letter to Council – R Durdos – By-law 21-2017 concerns (noise By-law)
- F. St. Catharines – Investigating alternative construction materials that are environmentally sustainable
- G. Stratford – Recognizing the importance of the safe use of lithium-ion batteries
- H. Wawa – Supporting Ontario Forest Industries forest products sector
- I. Toronto – Support Resolution urging province to recognize physician shortage throughout province and to fund better health care



# **COMMITTEE OF THE WHOLE**



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## MEMORANDUM

**To:** Mayor and Council  
 CAO/Clerk Hendry

**From:** Paula Macri, Planning Assistant

**Date:** August 20, 2024

**Re:** Short-Term Rental By-law

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### Background

A public consultation was held on March 19, 2024 seeking public input and comments regarding short-term rentals in general. A presentation was made by Jamie Robinson, MHBC Planning Ltd.

On May 21, 2024, staff presented Council with a draft Short-Term Rental Unit By-law (Attachment A). Council discussed the By-law, and by Resolution No. 2024-189, members of Council were asked to forward written comments by June 7th, 2024.

At the same Council meeting of May 21, 2024, a presentation was made by Granicus – Host Compliance regarding their web based service delivery methods for the Short-Term Rental monitoring, compliance, and enforcement.

Staff have received comments from two members of the Council.

On July 22, 2024, staff reached out to the Council once again to request comments. None have been received. Therefore, this matter is now placed on the agenda for the August 20, 2024, Regular Council meeting.

### Next Steps:

The Short-Term Rental By-law is necessary in order to licence, regulate and govern Short-Term rentals in the Municipality of Whitestone.

To move forward with the Short-Term Rental By-law, the following questions will require Council's input. The questions below are reflective of comments from Council and the public at the May 21, 2024 Council meeting as well as other comments received to date from two members of Council.

Having these questions answered will allow staff to update the By-law presented on May 21, 2024

1. Will the By-law prescribe a maximum occupancy limit that reflects a maximum number of people per bedroom? Sections (3.9 & 3.10)
2. Are the owners required to provide a parking management plan?
3. Will the By-law require the owner to respond to phone calls within a reasonable time frame (i.e. 1 hour)? Sections (4.1 (e) & 11.9)
4. Will the By-law require the owner (or the owners' representative) to be able to attend the property within a reasonable time frame (i.e. 4 hours)? Sections (4.1 (e) & 11.12)
5. Are the owners required to provide short term rental insurance in the amount of \$5,000,000.00? Section (4.1 (f))
6. Are the owners required to provide a Septic Use Permit?
7. Will the By-law prescribe maximum occupancy based on the septic sewage system? Section (4.1 (h))
8. Are the owners required to provide a site report by a qualified installer if septic sewage is more than 20 years? Section (4.1 (i))
9. Are the owners required to provide proof that the septic pump-out was done within the last 5 years? Section (4.1 (j))
10. Are the owners required to provide a water potability Certificate dated within 3 months from the date of the application? Section (4.1 (k))
11. Are the owners required to provide a sworn statement that the property does not have potable water? Section (4.1 (l))
12. Are the owners required to provide a Wood Energy Technical Transfer (WETT) report? Section (4.1 (m))
13. Will the By-law prescribe an annual license renewal? Sections 6.2 and 6.4? If so, what is the recommended fee?
14. Will the By-law revoke a license if the septic system is not met as determined by the North Bay Mattawa conservation Authority? Section 7.1 (d)
15. Will the By-law prescribe a Demerit point system? Section 15
16. If the By-law prescribes a Demerit point system, how long shall the point remain in place?
17. Are the Set Fines prescribed acceptable? Schedule "B"

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

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**A By-law to Licence and Regulate Short-Term Rental Units  
within the Municipality of Whitestone**

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**WHEREAS** Section 8 of the *Municipal Act*, 2001, S.O. 2001 c. 25 (hereinafter referred to as the “Municipal Act”), provides that the powers of the Municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their affairs as they consider appropriate and to enhance the municipality’s ability to respond to municipal issues;

**AND WHEREAS** Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising authority under the Municipal Act or any other Act;

**AND WHEREAS** Section 151 of the *Municipal Act* provides that municipality has authority to provide for a system of licensing and regulating with respect Short-Term Rentals;

**AND WHEREAS** Sections 390 to 400 of the *Municipal Act* enables a municipality to pass by-laws for imposing Fees or charges to permits and services provided or done by them;

**AND WHEREAS** Section 425(1) of the *Municipal Act* states that a municipality may pass by-laws providing that a Person who contravenes a by-law of the municipality passed under this Act is guilty of an offence;

**AND WHEREAS** Section 426(1) of the *Municipal Act* states that no Person shall hinder or obstruct, or attempt to hinder or obstruct, any Person who is exercising a power or performing a duty under this Act or under a by- law passed under this Act;

**AND WHEREAS** Section 429 of the *Municipal Act* permits a municipality to establish a system of fines for offences under a by-law of the municipality passed under this Act and designates an offence as a continuing offence;

**AND WHEREAS** Section 436 of the *Municipal Act* states that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with: a by-law of the municipality passed under this Act; a direction or order of the municipality made under this Act or made under a by-law of the municipality passed under this Act; a condition of a Licence issued under a by-law of the municipality passed under this Act; or an order made under section 431 of this Act;

**AND WHEREAS** Section 444 of the *Municipal Act* states that a municipality may make an order requiring the Person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

**AND WHEREAS** the *Ontario Building Code Act* sets regulations governing the health and safety of occupied buildings;

**AND WHEREAS** the Council for the Municipality of Whitestone deems it expedient to establish regulations to Licence Short Term Rental Unit in the interests of public safety, nuisance control and consumer protection;

**AND WHEREAS** the Council for the Municipality of Whitestone deems it necessary and desirable to regulate the Short-Term Rental of property in the Municipality;

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

**1. DEFINITIONS**

For the purpose of this By-law:

- 1.1. **Agent** means a Person duly appointed by an Owner to act on their behalf;
- 1.2. **Applicant** means the Person applying for a Licence or renewal of a Licence under this By-law;
- 1.3. **Accessory Building or Structure** means a detached building or structure where the use of which is naturally and normally incidental to, subordinate to, or exclusively devoted to, the principal use of the main building on the same lot;
- 1.4. **Bedroom** means a room offered for Short-term Rental Unit intended primarily for overnight occupation, which complies with the standards for a bedroom, as set forth by the *Ontario Building Code Act 1992*, S.O. 1992, c.23;
- 1.5. **By-law Enforcement Officer** means a municipal law enforcement Officer of the Municipality of Whitestone who is duly appointed by the Council of the Municipality of Whitestone for the purpose of enforcing the provisions of the Municipality's By-laws;
- 1.6. **Commercial activities**, for the purposes of this By-law, means activities being hosted at a subject property that involve costs or monies for services provided (Examples: weddings, receptions, retirement party, music event, etc.);
- 1.7. **Corporation** means a body incorporated pursuant to the *Business Corporations Act*, R.S.O. 1990 c. B. 16, or the *Corporations Act*, R.S.O. 1990, c. C. 38;
- 1.8. **Council** means the Council of the Corporation of the Municipality of Whitestone;
- 1.9. **Demerit Points** means points that are approved under this By-law, applied to a subject property upon successful determination of an alleged violation. These points will be tracked and kept on file as to ensure compliance with the By-law. The Short-term Rental Unit licence may be revoked or reinstated based on the status of the demerit points applied against the subject property;

- 1.10. **Dwelling** means a residential building designed for occupancy by one or more Persons, containing no more than one Dwelling unit as its principal use, and does not include a tourist establishment, a mobile home with or without a foundation, sleeping cabin, motor home, vehicle, or a trailer;
- 1.11. **Dwelling Unit** means a suite operated as a housekeeping unit, used or intended to be used by one or more persons which contains living, sleeping, sanitary facilities, and kitchen facilities, having a private entrance from outside the building or from a common hallway or stairway inside or outside the building. For the purpose of this By-law, a Dwelling Unit generally includes a house or cottage but shall not include an accessory structure (with or without habitable quarters), tent, trailer, park model trailer, mobile home, vehicle, watercraft, yurt, guest cabin, room or suite of rooms in a boarding or rooming house, hotel, motor home, or similar;
- 1.12. **Fee** means a Fee set forth in the Municipality of Whitestone Fees & Charges By-law as amended from time to time, and is not prorated or refundable;
- 1.13. **Guest** mean any person on the property who is not utilizing the property for overnight accommodation. For the purpose of this By-law, Guest does not include a child under the age of six (6) years old at the time the Short-term Rental Unit is utilized by the parent or guardian;
- 1.14. **Licence** means the Licence issued under this By-law as proof of licencing under this By-law;
- 1.15. **Licensed** means to have in one's possession a valid and current Licence issued under this By-law and un-Licensed has the contrary meaning;
- 1.16. **Licensee** means a Person who holds a Licence or is required to hold a Licence under this By-law;
- 1.17. **Licence Issuer** means any individual(s) who is/are delegated authority by the CAO-Clerk to be responsible for issuing a Licence under this By-law;
- 1.18. **Municipality** means the Corporation of the Municipality of Whitestone in the District of Parry Sound;
- 1.19. **Officer** means a Police Officer, Fire Chief, Chief Building Official or Municipal By-Law or Enforcement Officer or any other person appointed by By-law to enforce the provisions of Municipal By-laws;
- 1.20. **Owner** means the Person holding title to the Property on which the Short-Term Rental Unit is located, and "Ownership" has a corresponding meaning;
- 1.21. **Owner / Licensee Acknowledgment Form** as may be amended from time to time, means a document that has been prepared by the Municipality that prescribes the roles and responsibilities of the Owner/Licensee, including but not limited to: compliance with applicable Municipal By-laws; and adherence to the provisions of this By-law;
- 1.22. **Parking Area** means an area on the Property provided for the for the

parking of motor vehicles and / or trailers associated with a principal use on the same lot and may include aisles, parking spaces, pedestrian walkways and related ingress and egress lanes but shall not include any part of a public highway;

- 1.23. **Person** means an individual, a Corporation, a partnership, or an association, and includes a Licencee or an Applicant for a Licence under this By-law as the context requires. Person also includes Renter and guests of the Renter of the Short-Term Rental Unit;
- 1.24. **Premises** means the Property upon which a Short-Term Rental Unit is operated, inclusive of Buildings or structures or any part thereof used for such purpose;
- 1.25. **Private Road** means a road that is privately owned;
- 1.26. **Property** means the land upon which a Short-Term Rental Unit is operated, exclusive of Buildings or structures or any part thereof;
- 1.27. **Renter** means the Person responsible for the rental of the Premises by way of concession, permit, lease, Licence, rental agreement or similar commercial arrangement;
- 1.28. **Renter's Code of Conduct** as may be amended from time to time, means a document that has been prepared by the Municipality that prescribes the roles and responsibilities of the Renter, including but not limited to: behavioural expectations as they relate to non-disturbance of neighbours; compliance with applicable Municipal By-laws; and adherence to the provisions of this By-law;
- 1.29. **Responsible Person** means the Owner or **Agent** assigned by the Owner or Licencee of the Short-Term Rental Unit (must be minimum 18 years of age) to ensure the Short-Term Rental dwelling is operated in accordance with the provisions of this By-law, the Licence and applicable laws;
- 1.30. **Seasonally Maintained Road** means a road that is not maintained during the winter months in respect of snow plowing or snow removal, by the Municipality or the private owner of the road;
- 1.31. **Set Fine** refers to a financial penalty issued to **Person**, Owner, **Agent** or **Licencee** who has contravened or failed to comply with any provision of a municipal By-law;
- 1.32. **Short-Term Rental Unit** means the use of a dwelling or dwelling unit that is available for rent in its entirety for a period of thirty (30) consecutive days or less, to provide temporary lodging to the travelling or vacationing public but does not include a bed and breakfast establishment or the commercial uses permitted in the Tourist Commercial (C2) Zone of the Municipality's Zoning By-law. Also referred to in this By-law as "**STR**";
- 1.33. **Site Plan** means the drawing that is required to be submitted by the Applicant and approved by the License Issuer as part of a complete Application;

- 1.34. **Unassumed Road** means all roads owned by the Municipality but which have not been “assumed” into the municipal “public road system”;
- 1.35. **Zoning By-law** means the Municipality of Whitestone Comprehensive Zoning By-law as amended from time to time, or any successor Comprehensive Zoning By-law, as amended.

## 2. APPLICATION

- 2.1. The requirements of this By-law will apply to the business or occupation of providing **Short-Term Rental Unit** within the geographic limits of the Municipality of Whitestone;
- 2.2. **Persons** who own, operate, **Licence** or offer a **Premises** for short-term accommodation as of the effective date of this By-law, must file a completed application, in the form required by the **Municipality**, for a **Licence** under this By-law.
- 2.3. The determination of whether a **Licence** application is “complete” in accordance with this By-law shall be within the discretion of the **Municipality**.
- 2.4. For greater certainty, the requirements of this By-law do not apply to a motel, bed and breakfast establishment, institutional tourist establishment, tourist establishment, tourist camping establishment, resort or similar commercial or institutional use as defined under the **Zoning By-law**.

## 3. LICENSING REQUIREMENTS

- 3.1. A **Licence** is required to operate a **Short-Term Rental Unit** and shall comply with all applicable Municipal By-laws and Provincial and Federal legislation.
- 3.2. Every **Applicant** for a **Licence** shall be the **Owner** of the **Property**.
- 3.3. Only one **Licence** shall be issued per **Property**.
- 3.4. No **Person** shall use an **Accessory Building** or **Structure** as a **Short-Term Rental Unit**
- 3.5. An issued **Licence** will be posted on the Municipal website – Short-Term Rental Municipal Mapping and shall include:
- a) Status of the **Licence**;
  - b) **Owner**(s) name(s);
  - c) **Property** Address;
  - d) Legal description;
  - e) **Responsible Person**’s name and contact information;
  - f) **Demerit Points** applied to the property;
  - g) Number of approved **Bedrooms** as per septic sewage system;
  - h) Any other information deemed necessary by the **Municipality**.



- 3.6. The **Responsible Person** identified on the **Licence** shall either attend the **Property** or contact the **Renter** at the request of the **Municipality** or a representative of the **Municipality** within the required time to address any complaints regarding the use of the **Property**.
- 3.7. A **Licensee** shall ensure that any listing, advertisement, or publication etc. of the **Short-Term Rental Unit Property** includes the corresponding **Licence** number issued by the **Municipality**.
- 3.8. The **Licensee** or the **Responsible Person** shall ensure all **Renters** and **Guests** are provided with waste diversion education, which shall include:
- a) Location of Municipal Landfill sites;
  - b) Hours of operation for Municipal Landfill sites;
  - c) Municipally supplied waste bag tags for household waste;
  - d) Education on clear bag use; and
  - e) Education on the sorting of refuse and/or recycling for Landfill disposal.

All refuse and recycling shall be sorted accordingly and located in either wildlife-resistant containers if stored outside or appropriate containers if stored inside (garage/shed).

- 3.9. No **Person** shall permit at any time between 11:00 p.m. and 8:00 a.m. of the following day more than two (2) **Persons** on the **Property** for each **Bedroom**. For the purpose of this section, children under the age of six (6) years old, shall not be considered a **Person**.
- 3.10. Notwithstanding section 3.9 no **Person** shall permit at any time between the hours of 8:00 a.m. and 11:00 p.m. more than a maximum total of ten (10) **Persons** on the **Property** regardless of the number of **Bedrooms**. For the purpose of this section, children under the age of six (6) years old, shall not be considered a **Person**.
- 3.11. Vehicles and / or trailers shall only be permitted in a parking area consisting of a hard-surfaced driveway (gravel, paved, concrete, interlock, or similar hard surface).
- 3.12. The following shall be posted on the interior of the **STR** dwelling on the **Premises**, visible to guests and made available for inspection:
- a) Copy of current **STR** Licence;
  - b) Premises address (and land line phone number if applicable);
  - c) Type of access to the **STR Premises**, where one of the following must be checked:
    - i) Year-round maintained public road
    - ii) Seasonally maintained road
    - iii) Private road / Right-of-way
    - iv) Water access

- d) Emergency Services Statement: If the type of access to the **STR Premises** is NOT a year-round maintained public road, the following statement must be posted with the address:

*“As this Short-Term Rental Unit Premises is not accessible by a year-round maintained public road, emergency response times may be delayed to this location.”*

- e) **Owner** name and contact information;
- f) Name and contact information of the **Responsible Person** for emergency and By-law concerns;
- g) Emergency "911" instructions with the address of the **Property** clearly printed and posted in a conspicuous location;
- h) Fire Department Inspection results;
- i) Copy of Water Potability Certificate, if available;
- j) Where there is no potable water supply, a notice shall be posted advising **Renters** the water is not safe for consumption;
- k) Copy of Wood Energy Technical Transfer (WETT) report;
- l) A copy of approved **Site Plan** associated with the Licence, parking management plan and waste storage & waste disposal details;
- m) A signed copy of the **Renter's Code of Conduct and Acknowledgement**;
- n) A copy of the current Noise By-law;
- o) A copy of the current Dog By-law;
- p) A copy of Open Air Burning By-law;

3.13. All **STRs** must provide a class ABC fire extinguisher in any cooking area of the **Premises**.

- 3.14. Portable extinguishers shall be:
- Kept operable and fully charged;
  - Located so that they are easily seen and shall be accessible at all times;
  - Tested and maintained by either the **Licensee, Responsible Person** or by a qualified person in accordance with the manufacturer's specifications;
  - Replaced according to manufacturer's recommendations, or as per NFPA 10, or every 5 years; and
  - Records shall be kept identifying when an extinguisher was inspected, purchased and/or replaced.

- 3.15. Issued **Licence** along with the legal description, civic address, **Owner**, and **Responsible Person** contact information will be posted on the Municipality's website.
- 3.16. A **STR Licence** that has been issued pursuant to this By-law shall expire upon the earliest of the following events:
- a) The date that is one (1) year after date of the issuance of the **Licence**; or
  - b) Upon the sale of an **STR Premises** to a Person other than a **Licencee**.
- 3.17. The **Licencee** shall be responsible for informing the **Municipality** in writing of any changes to the approved information contained within the **Licence** application or any deviation to the parking management plan within fourteen (14) days of such change. An administration **Fee** may apply.
- 3.18. The provisions of this By-law shall not apply when the **Short-Term Rental Unit** is not rented.

#### 4. LICENCE APPLICATION

- 4.1. Every **Applicant** making application for a **STR Licence** shall submit the following information and/or documentation to the **Licence Issuer** as part of a completed application package, including but not limited to:
- a) a completed application in the form required by the **Municipality**, which shall include each **Owner**, **Applicant** and/or **Agent's** name, address, telephone number, and email address;
  - b) **Owner/Licencee Acknowledgement Form** signed by each and every **Owner** stating that the **Property** is used primarily for residential purposes and that each and every **Owner** understands their responsibilities as a **Licencee**;
  - c) proof of ownership for the **Property**;
  - d) proof that the **Applicant** is at least eighteen (18) years of age, if the **Applicant** is an individual;
  - e) name and contact information of the **Owner** or **Responsible Person** who can be readily contacted within sixty (60) minutes and respond to an emergency or contravention of any Municipal By-law, including attendance on site of the **STR** within four (4) hours of being notified of the occurrence;
  - f) A certificate of insurance which includes a liability limit of no less than five million dollars (\$5,000,000) per occurrence for **Property** damage or bodily injury. Such insurance policy shall identify that an **STR** being operated on the **Property** and name the Municipality of Whitestone as an additional insured on their general liability. The insurance coverage required herein shall be endorsed to the effect that the

Municipality shall be given at least thirty (30) days' notice in writing of any cancellation or material variation to the policy;

- g) Proof that the **Applicant**, if a Corporation, is legally entitled to conduct business in Ontario, including but not limited to:
- i. an article of incorporation or other incorporating documents, duly certified by the proper government official or department of the Province of Ontario or the Government of Canada
  - ii. in the case of an **Applicant** being a partnership, the names and addresses of each member of the partnership as well as the name under which the partnership intends to carry on business;
  - ii. in the case of an **Applicant** or **Agent** acting on behalf of the **Owner**, an Owner's written authorization.
- h) Where the **STR** is served by a private sewage system, documentation to the satisfaction of the **License Issuer**, that the sewage system is of an adequate capacity to accommodate the maximum occupancy of the **STR** and further, that such private sewage system complies with all Provincial standards;
- i) For properties with private sewage systems that are twenty (20) years or older, a site report shall be prepared by a qualified sewage system designer, septic installer, or related professional. The report must identify the capacity of the sewage system, the location of the septic tank and bed, if applicable, and the current functionality of the sewage system at time of inspection;
- j) Proof of septic system pump-out and any required repairs to the system identified during the pump-out and inspection, dated less than five (5) years old, if applicable;
- k) A water sample result from the North Bay Parry Sound District Health Unit indicating the water is potable and safe for consumption, dated within three (3) months from the date of the **Application**;
- l) For a **Property** without a potable water supply, a sworn statement by the **Owner** that they will ensure adequate warnings are communicated to the **Renters** and information is posted at the **Property** to advise that the water is not safe for consumption;
- m) Where wood burning appliances are present, a Wood Energy Technical Transfer (WETT) report dated less than five (5) years old, issued by a certified WETT inspector, indicating that the appliances are safe to be utilized;
- n) A **Site Plan** of the **Premises** that shall include the following:
- a. Lot size and property lines;
  - b. Name and location of road
  - c. Location of all buildings and structures on the Property including setbacks;

- d. If located on a body of water, name of lake;
  - e. Docks located on waterfront, if applicable;
  - f. Location and layout with dimensions of the parking area on the Property; Parking management plan shall include the following:
    - i) a minimum of one parking space per **Bedroom** to accommodate a vehicle and / or trailer;
    - ii) parking space sizes of 3 metres by 6 metres;
    - iii) compliance with all other parking provisions as set forth in the applicable **Zoning By-law**.
  - g. waste storage & waste disposal details including the location of the Municipal Landfill Sites along with hours of operation.
- o) Payment of the applicable **Fees**.
- 4.2. It is the responsibility of any **Person** applying for a **Licence** to either, contact the **Municipality** for an inspection or provide required documentation, which shall ensure compliance with the following where applicable:
- a) provisions of this By-law;
  - b) *Ontario Building Code Act, 1992, S.O. 1992 c.23;*
  - c) *Ontario Fire Protection and Prevention Act, 1997, S.O. 1997, c.4;*
  - d) *Electricity Act, 1998, S.O. 1998, c. 15, Sched. A;*
  - e) Applicable **Zoning By-law**;
  - f) Any other Municipal By-laws or Provincial legislation.
- 4.3. Nothing herein allows a **Licencee** to rent **Bedrooms** other than those identified and approved on the application for a **Licence** unless the **Municipality** has approved same.

## 5. ADMINISTRATION AND ENFORCEMENT

- 5.1. The **Licence Issuer** of the Municipality or designate are responsible for the administration of this By-law.
- 5.2. **Officers** are responsible for the enforcement of this By-law.

## 6. LICENCE ISSUANCE

- 6.1. Upon receipt of an application for a **Licence**, a **Licence Issuer** will:
- a) receive and review the application and any supporting materials to determine compliance with the provisions of this By-law;
  - b) ensure the relevant **Officers** have carried out the necessary inspections to satisfy the Municipality that the **Premises** complies with provisions of this By-law.

- 6.2. Upon determination by the **Licence Issuer** that information requirements and all regulatory and By-law requirements of the **Municipality** are met, a **Licence** may be issued and remain valid for one (1) year, unless revoked.
- 6.3. The **Licence Issuer**, in consultation with **Officers** and with the CAO-Clerk, has the authority to impose additional terms and conditions on a **Licence** which they deem to be reasonable and appropriate.
- 6.4. A **Licence** issued pursuant to the provisions of this By-law shall expire one (1) year from the date it was issued unless it is revoked in accordance with any provisions of this By-law.

## 7. LICENCE SUSPENSION & REVOCATION

- 7.1. The **Licence Issuer** shall have the authority to refuse to issue or renew a **Licence**, to revoke or suspend a **Licence** in consultation with the CAO-Clerk, or where:
- a) There are reasonable grounds to believe that the operation of a **Short-Term Rental** at a specific **Premises** may be adverse to the welfare or well-being of the general public;
  - b) The **Premises** has had a **Licence** that has been previously revoked, suspended, or made subject to terms and conditions;
  - c) A **Premises** or **Applicant** applying for a **Licence** has presented a history of contravention with this By-law, the **Renter's Code of Conduct** or other Municipal By-laws;
  - d) The septic sewage requirements applicable to **Short-Term Rental** are not met, or cease to be met as determined by the North Bay Mattawa Conservation Authority;
  - e) The Applicant has failed to provide access for inspection in accordance with Section 10.6;
  - f) The **Owner** is indebted to the municipality in respect of fees, fines, penalties, judgements, or any other amounts owing, including awarding of legal costs, disbursements, outstanding Property taxes and late payment charges, against an **Owner's Property**;
  - g) The **Property** to be used for the **Short-Term Rental** does not comply with applicable federal and provincial law and regulations or municipal by-laws, including, but not limited to, the Zoning By-law, Clean Yard By-law, the *Building Code Act*, the **Fire Protection and Prevention Act**, and the **Electricity Act**.
  - h) the Property has or is subject to:
    - i. an open building permit which directly affects the operation of the **STR**;
    - ii. an outstanding order issued by the Municipality's Fire or Building Department; or

- iii. a Property Standards order or any other order issued by the Municipality or other government body.
  - i) four (4) or more **Demerit Points** have been imposed, and remain in effect, against the **Licence**.
- 7.2. The **Licence Issuer** shall notify the **Applicant/Licencee** of what action is being taken under the authority of section 7.1 within thirty (30) days of the determination of said action.
- 7.3. The **Licence Issuer**, upon confirming a **Licencee** has received an emergency order issued under section 8.4 of this By-law, may in consultation with the CAO-Clerk, for the time and such conditions as are considered appropriate, suspend a **Licence** for not more than fourteen (14) days. If after this period, the **Licence Issuer** is satisfied that the continuation of a **Licence** will continue to pose a danger to the health or safety of any **Person**, he/she may, in consultation with the CAO-Clerk, further suspend for not more than fourteen (14) days or revoke a **Licence**.
- 7.4. Where the application for a **Licence** has been revoked or cancelled, the **Fees** paid by the **Applicant**, in respect to the **Licence**, shall not be refunded.
- 7.5. When the **Licence Issuer** refuses to issue or renew a **Licence** pursuant to section 7.1, the **Owner** may apply for a new **Licence** after a period of six (6) months of the refusal.

## 8. **ORDERS – GROUNDS FOR ISSUANCE**

- 8.1. Where an **Officer** has reasonable and probable grounds to believe that a contravention of the By-law has occurred, the **Officer** may serve an order on the **Licencee** setting out the reasonable particulars of the contravention and directing:
- a) compliance within a specified period of time;
  - b) any work that is required to be done. In the event of a default of such work being done, the **Officer** may direct work to be done at the **Licencee's** expense, and the **Municipality** may recover the expense in the same manner as municipal taxes; or the activity be discontinued.
- 8.2. An order under this By-law may require work to be done even though the facts which constitute the contravention of this By-law, were present before this By-law came into force.
- 8.3. Service of any notice or order to an **Owner/Agent**, directing the **Owner/Agent** to bring the **Premises** into compliance, shall be carried out under the provisions in section 16 of this By-law.
- 8.4. When an **Officer** deems a violation under this By-law to pose an immediate risk to health or public safety, the provisions in section 16 may be waived and an emergency order shall be issued and will be posted on the property requiring immediate action or other remediation. The **Owner/Agent** shall

comply with an emergency order within the period specified on the emergency order.

- 8.5. Where an **Officer** has placed or caused the placing of a placard containing the terms of an order upon the **Premises** under the authority of the *Building Code Act* or provisions within this By-law, no **Person** shall remove such placard except with the consent of the **Officer** who issued the order.
- 8.6. Once served upon an **Owner/Agent** in accordance with sections of this By-law, an order shall remain in effect on a **Premises** until the order has been complied with or for the duration of the calendar year.

## 9. **GROUNDS FOR APPEAL – LICENCES & ORDERS**

- 9.1. Where the **Licence Issuer** has denied an **Applicant** a **Licence**, a renewal of a **Licence**, or has suspended or revoked a **Licence**, the **Licence Issuer** will inform the **Applicant** or **Licensee** by way of written notice setting forth the grounds for the decision with reasonable particulars and will advise of the right to appeal such decision of the **Licence Issuer** to the CAO-Clerk of the Municipality of Whitestone.
- 9.2. Any **Owner/Agent** or **Licensee** who has been served with an order and who is not satisfied with the terms or conditions of the order, may appeal to the Municipality of Whitestone within fifteen (15) days after being served with the order, by:
  - a) sending a notice of appeal, setting forth the reasons for the appeal, by registered mail to the **Licence Issuer**; or
  - b) in **Person** to the **Licence Issuer** setting forth the reasons for the appeal.
- 9.3. If an emergency order is issued on a **Premises** to an **Owner/Agent**, the appeal process in section 9.2 shall not apply.
- 9.4. Where no request for an appeal is received in accordance with section 9.2, the decision of the **Licence Issuer** shall be final and binding.
- 9.5. Where a request for an appeal is received, the **Licence Issuer** will review the request in consultation with the CAO-Clerk within thirty (30) days of the receipt of the request for appeal.
- 9.6. After opportunity to be heard is afforded the **Person**, the **Licence Issuer** shall make a decision in consultation with the CAO-Clerk. When making its decision, the **Licence Issuer** may consider any matter pertaining to this By-law, or other matter that relates to the general welfare, health or safety of the public. When making its decision in consultation with the CAO-Clerk, the **Licence Issuer** may refuse to issue or renew a **Licence**, revoke, suspend, or impose any condition to a **Licence**. The **Licence Issuer's** decision is final and binding and shall not be subject to review.



## 10. ENTRY AND INSPECTION

- 10.1. The **Officer** or their designate(s) may at reasonable times and with reasonable notice, enter upon land, **Premises**, buildings, or place where a **Licence** has been issued under this By-law, for the purposes of carrying out an inspection, taking photographs and obtaining evidence to determine compliance to this By-law. For the purpose of an inspection pursuant to this By-law, the **Officer** may:
- a. require the production for inspection of any goods, equipment, books, records, or documents used or to be used by the **Owner, Licencee or Applicant** under this By-law;
  - b. inspect and remove any documents or things relevant to the inspection for the purpose of making copies or extracts;
  - c. require information from any person concerning any matter related to the inspection; and
  - d. alone or in conjunction with a person retained by the Municipality, make examinations or take tests, samples, or photographs or video records of any matter related to the inspection;
  - e. where an Emergency Inspection is required that relates to health and or safety, an **Officer** or their designate(s) may enter upon land and with a minimum of one (1) day notice, enter into any buildings used or marketed for **Short-Term Rental** use, for the purposes of carrying out an inspection, taking photographs and obtaining evidence for the purpose of determining compliance with this By-Law and any other applicable law, codes and standards.
- 10.2. Every **Person** shall permit an **Officer** or their designate(s) to inspect in accordance with Section 10.1 for the purposes of determining compliance with this By-law.
- 10.3. An **Officer** or their designate(s) may enter upon lands at any reasonable time to direct or require that a matter or thing be done, and in default of that matter or thing being done, to do such matter or thing in accordance with this By-law.
- 10.4. During any inspection carried out under this By-law, an **Officer** may be accompanied by other County or local municipal employees, agents or authorities as deemed necessary.
- 10.5. The Municipality may undertake an inspection pursuant to an order issued under provisions of this By-law or Section 438 of the *Municipal Act*, 2001.
- 10.6. It is the responsibility of an **Applicant** to provide access for inspection in accordance with Section 7.1 e), and to have representation on site during the inspection.
- 10.7. Where a re-inspection requested by a **Licencee** to address violations under this By-law confirms the violation remains, the **Licencee** shall be liable to pay an administration fee.

10.8. Every **Person** shall permit an **Officer** or their designate(s) to inspect any land for the purposes of determining compliance with this By-law.

## 11. PROHIBITIONS and OFFENCES

11.1. No **Person** shall use or operate any **Short-Term Rental Unit** unless they hold a current **Licence** issued pursuant to this By-law.

11.2. No **Person** shall advertise a **STR** without a **Licence**.

11.3. No **Person** shall use or operate any **STR Premises** for Commercial activities.

11.4. No **Person** shall provide false information on an application form to apply for an **STR Licence**.

11.5. No **Person** shall fail to produce a copy of the signed **Licence** or **Renter's Code of Conduct**.

11.6. No **Person** shall allow a **Premises** under their ownership or care and control to be operated in contravention of the **Licence** that has been approved.

11.7. No **Person** shall allow a **Premises** under their ownership or care and control to be operated in contravention of the **Licence** and **Site Plan** that has been approved.

11.8. No **Person** shall operate an **STR** if the operation of the **Property** is not primarily for residential purposes;

11.9. No **Person** shall permit at any time between 11:00 p.m. and 8:00 a.m. of the following day more than two (2) **Persons** on the **Property** for each **Bedroom**. For the purpose of this section, children under the age of six (6) years old shall not be considered a **Person**.

11.10. Notwithstanding section 11.10, no **Person** shall permit at any time between the hours of 8:00 a.m. and 11:00 p.m. more than a maximum total of ten (10) **Persons** on the **Property** regardless of the number of **Bedrooms**. For the purpose of this section, children under the age of six (6) years old shall not be considered a **Person**.

11.11. No **Person** shall permit the maximum number of **Renters** and/or **Guests** on a **Property** at any given time, to exceed ten (10) regardless of the number of approved **Bedrooms**.

11.12. No **Person** shall rent any room within the **Premises** other than a **Bedroom**.

11.13. No **Person** shall fail to comply with all applicable Municipal By-laws, Provincial and Federal Legislation, Electrical Safety Authority Regulations, North Bay Parry Sound District Health Unit, North Bay Mattawa Conservation Authority and any other applicable regulations or legislation.

- 11.14. No **Person** operating a **Short-Term Rental Unit** property that is not located on a year-round maintained public road, shall fail to ensure all **Renters** and **Guests** are informed that emergency services response time may be delayed to the **Property**.
- 11.15. No **Person** operating a **Short-Term Rental Unit** property that is a water access only property, shall fail to ensure all **Renters** and **Guests** are informed that emergency services response time may be delayed to the **Property**.
- 11.16. No **Person** shall contravene the requirements found in Section 3 of this By-law.
- 11.17. No **Person** shall violate the provisions of the **Renter's Code of Conduct**.
- 11.18. Every **Person** who contravenes an order under this By-law is guilty of an offence.
- 11.19. Each day a contravention occurs constitutes a new offence.
- 11.20. Every **Person** who contravenes any provision of this By-law is guilty of an offence and all contraventions of this By-law are designated as continuing offences pursuant to section 429 of the *Municipal Act*.

## 12. OBSTRUCTION

- 12.1. No **Person** shall hinder or obstruct, or attempt to hinder or obstruct, any **Person** exercising a power or performing a duty under this By-law.
- 12.2. No **Person**, who has been alleged to have contravened any of the provisions of this By-law, shall fail to identify themselves to the **Officer** upon request. Failure to do so shall be deemed to have obstructed or hindered the **Officer** in execution of their duties.

## 13. PENALTIES

- 13.1. Every **Person** guilty of an offence under this By-law may be subject to one or more of the following:
- a) **Set Fines** as permitted under the *Provincial Offences Act*; and/or
  - b) **Set Fines** as permitted under the *Fire Protection and Prevention Act*, 1197, S.O.1997, c.4, as amended; and/or
  - c) **Set Fines** as permitted under O.Reg. 213/07: Fire Code; and/or
  - d) **Set Fines** as permitted under the *Building Code Act* 1992, S.O. 1992, c.23; and/or
  - e) **Set Fines and Demerit Points** as outlined in Schedules "A and B" of this By-law.
- 13.2. Every **Person** who contravenes any provision of this By-law, or fails to comply with an Order issued pursuant to this By-law, is guilty of an offence and liable to a fine of

- a) on a first offence, no more than \$50,000.00; and
- b) on a second offence and each subsequent offence, not more than \$100,000,

and such other penalties, as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended, and the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended.

13.3. Where a corporation contravenes any provision of this By-law or fails to comply with an Order issued pursuant to this By-law, every director or officer of the corporation who commits, concurs, assents to, or acquiesces to such contravention is guilty of an offence, and on conviction, is liable to a fine of

- a. on a first offence, no more than \$50,000.00; and
- b. on a second offence and each subsequent offence, not more than \$100,000,

and such other penalties, as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended, and the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended.

13.4. Upon conviction any penalty imposed under this By-law may be collected under the authority of the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended.

13.5. If a **Person** convicted of an offence for contravening a provision of this By-law or an order made under this By-law, the court in which the conviction has been entered, and any court of competent jurisdiction, thereafter, may order the person, to correct the contravention in such manner and within such period as the court considers appropriate.

13.6. In addition to any penalty otherwise provided for in this By-law, every person convicted of an offence under this By-law is liable to a fine of not more than \$10,000 for each day during which the offence continues.

13.7. Where a **Person** has been convicted of an offence under this By-law by a court of competent jurisdiction, the court may in addition to any other penalty imposed on the **Person** convicted, issue an order prohibiting the continuation or repetition of the offence or the doing of any act or thing by the **Person** convicted directed toward the continuation or repetition of the offence.

#### 14. COLLECTION OF UNPAID FINES

14.1. Pursuant to Section 441 of the *Municipal Act*, if any part of a fine for a contravention of this By-law remains unpaid after the fine becomes due and payable under Section 66 of the *Provincial Offences Act*, R.S.O. 1990, c. P.33, ("Provincial Offences Act") including any extension of time for payment ordered under that Section, the **Licence Issuer** may give the **Person** against whom the fine was imposed a written notice specifying the amount of the fine payable and the final date on which it is payable, which shall be not less than 21 days after the date of the notice. If the fine remains

unpaid after the final date specified in the notice, the fine is deemed to be unpaid taxes pursuant to Section 351 of the *Municipal Act* and may be added to the **Owner's** tax roll and collected in the same manner as **Property** taxes.

## 15. DEMERIT POINT SYSTEM

- 15.1. A demerit point system is established, without prejudice to and without precluding the use of options otherwise available to enforce this by-law or any other by-law of the **Municipality** or *Provincial Act* or Regulation including, but not limited to, set fines, and actions pursuant to the *Building Code Act*, *Fire Protection and Prevention Act*, and the *Provincial Offences Act*.
- 15.2. If at any time an **Officer** determines that the operation of a licensed **STR** does not comply with any part of this By-law, the **Officer** shall impose **Demerit Points** against the **STR Property**.
- 15.3. **Demerit Points** shall remain in place until the two (2) year anniversary of the date on which the **Demerit Points** were imposed.
- 15.4. If the total number of **Demerit Points** in effect respecting an **STR** is seven (7) or more but fewer than fifteen (15), the **Owner** is required to provide to the satisfaction of the **Officer** written confirmation of the measures to be implemented by the **Owner** to avoid the imposition of further **Demerit Points**.
- 15.5. If the total number of **Demerit Points** in effect respecting an **STR** is fifteen (15) or more, the **Officer** shall immediately revoke the **Licence**.

## 16. SERVICE OF DOCUMENTS

- 16.1. The **Municipality** may serve any document under this By-law, within thirty (30) days of becoming aware of the alleged offence, personally to the **Person** named on the notice, by email to the last known email address of the **Person** to whom service is to be made, and by registered or regular mail addressed to the **Person** to whom the document is to be given at the **Person's** last known address.
- 16.2. Service by registered or regular mail under subsection 16.1 shall be deemed to have been made on the fifth day after the day of mailing.
- 16.3. A **Person's** last known address includes the address provided by the **Person** to the Municipality as identified in the property tax file.

## 17. SEVERABILITY

- 17.1. If a Court of competent jurisdiction should declare any section or part of a section of this By-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

**18. SCHEDULES**

18.1. The following schedules attached hereto form part of this By-law:

Schedule "A" DEMERIT POINTS FOR VIOLATIONS UNDER SHORT-TERM RENTAL LICENCE

Schedule "B" SET FINE SCHEDULE

**19. MUNICIPALITY NOT LIABLE**

19.1. The Municipality assumes no liability for property damage or personal injury resulting from remedial action or remedial work undertaken with respect to any **Person** or **Property** that is subject of this By-law.

19.2. A decision of a Court stating that one or more of the provisions of this By-law are invalid in whole or in part does not affect the validity, effectiveness, or enforceability of the other provisions or parts of the provisions of this By-law.

**20. EFFECTIVE DATE**

20.1. This By-law comes into effect on \_\_\_\_\_, 2024

THAT this By-law No. xx-2-2024, being a By-law to Licence and Regulate Short-Term Rental Unit within the Municipality of Whitestone is hereby passed this xx day of xxxxx, 2024 and shall come into force on xxxxxx, 2024.

\_\_\_\_\_  
Mayor George Comrie

\_\_\_\_\_  
CAO/Clerk Michelle Hendry

**SCHEDULE “A”  
To By-law No. xx-2024**

**Demerit Points for Violations under  
Short-Term Rental Unit Licence**

Column 1 – Infraction	Column 2 – Section #	Column 3 – Demerit points
1. Operating Short-Term Rental for Commercial activities	11.3	7
2. Exceed the maximum number of <b>Persons</b> permitted on the <b>Premises</b>	3.9 (a) & (b) 11.10 & 11.11	4
3. Failure to respond to concern within sixty (60) minutes	4.1 (e)	4
4. Failure to respond to concern within four (4) hours	4.1 (e)	4
5. Failure to provide Waste Diversion Education	3.8	4
6. Clean Yards By-law conviction related to <b>Premises</b>	n/a	5
7. Noise By-law conviction related to <b>Premises</b>	n/a	3
8. Open Air Burning By-law conviction related to <b>Premises</b>	n/a	4
9. Using or permitting <b>Premises</b> to be used contrary to the Parking Management Plan	3.16 4 (n) (f)	3
10. Operate, use, advertise or offer a Short-Term Rental without a <b>Licence</b> or with a revoked, suspended or expired <b>Licence</b> .	11.2 11.9	7
11. Contravention of Section 3 - <b>Licence</b> Requirements	11.17	7
12. Failure to produce a copy of the signed <b>Licence</b>	11.5	2
13. Hinder or obstruct or attempt to hinder or obstruct any <b>Officer</b> exercising a power or performing a duty under this By-law	12	7
14. Provide false information on an Application	11.4	2
15. Fail to comply with an Order issued by an <b>Officer</b>	8	5
16. <i>Building Code Act</i> Order/Conviction	n/a	7
17. <i>Fire Protection and Prevention Act</i> /Fire Code Order/Conviction	n/a	7
18. Non-Compliance with any other Municipal By-laws not listed	n/a	3

**SCHEDULE “B”  
To By-law No. xx-2024**

**Set Fine Schedule**

Column 1 – Infraction	Column 2 – Section #	Set Fine
1. Operating Short-Term Rental for Commercial activities	11.3	\$5,000
2. Exceed the maximum number of <b>Persons</b> permitted on the <b>Premises</b>	3.9 (a) & (b) 11.10 11.11	\$2,500
3. Failure to respond to concern within sixty (60) minutes	4.1 (e)	\$1,500
4. Failure to attend site to respond to concern within four (4) hours	4.1 (e)	\$1,500
5. Using or permitting <b>Premises</b> to be used contrary to the Parking Management Plan	3.16 4 (n) (f)	\$5,000
6. Failure to provide Waste Diversion Education	3.8	\$1,500
7. Operate, use, advertise or offer a Short-Term Rental without a <b>Licence</b> or with a revoked, suspended or expired <b>Licence</b> .	11.2 11.9	\$5,000
8. Contravention of Section 3 – Licencing Requirements	11.17	\$5,000
9. Failure to produce a copy of the signed <b>Licence</b>	11.5	\$2,500
10. Hinder or obstruct or attempt to hinder or obstruct any <b>Officer</b> exercising a power or performing a duty under this By-law	12	\$5,000
11. Failure to advise <b>Renters</b> and <b>Guests</b> how to access emergency services that may not be provided due to private/unmaintained and/or water access	3.11	\$5,000
12. Failure to provide fire extinguisher	3.12 3.13	\$5,000
13. Contravention of an Order under any Act or this By-law	8	\$2,500
14. <i>Building Code Act</i> conviction	n/a	As per the Act
15. <i>Fire Protection and Prevention Act</i> /Fire Code conviction	n/a	As per the Act
16. Non-Compliance with any other Municipal By-laws not listed	n/a	\$5,000





21 Church Street  
Dunchurch, Ontario P0A 1G0  
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# MEMORANDUM

**To:** Mayor and Council  
**From:** Michelle Hendry, CAO/Clerk  
**Date:** August 20, 2024  
**Re:** Backyard Chickens By-law

## BACKGROUND

On October 4, 2022 the Agricultural Committee presented a draft Animal and Bird Control By-law to Council. The presentation and Draft By-law we received for information

On September 5, 2023 Council passed the following resolution:

**Resolution No. 2023-412**

**Moved by:** Councillor Brian Woods  
**Seconded by:** Councillor Janice Bray

- 5.1 DRAFT Animal and Bird Control By-law
  - 5.1.1 Memo dated September 5, 2023 from CAO/Clerk Hendry
  - 5.1.2 DRAFT Animal and Bird Control By-law
  - 5.1.3 Comments from John Jackson regarding Zoning By-law compliance

**THAT** the Memo dated September 5, 2023 from CAO/Clerk Hendry, the DRAFT Animal and Bird Control By-law and the comments from John Jackson regarding Zoning by-law compliance, be received for information; and

**THAT** the DRAFT Animal and Bird Control By-law be revised and modified as discussed by Council and brought back to a Council meeting at a future date.

Additionally, as recorded in the listing of unfinished Business:

*Councillor Woods is contacting former Committee members for input. Staff waiting for Councillor Woods availability to meet prior to moving forward with this item*

In spite of best efforts, the meeting with Councillor Woods has not taken place.

## **NEXT STEPS:**

In order to move forward with a By-law, staff require some policy input from Council.

1. Does Council want to continue to have staff develop a By-law to regulate the care and control of backyard chickens in the Municipality?
2. Will the approved locations be limited to non-waterfront properties only?
  - a. If a waterfront lot is a sufficient size to allow for appropriate set backs, would that be a consideration in allowing for backyard chickens on a property?
  - b. Is there to be consideration for lots located in the settlement areas and / or a minimum size of lot to allow for chickens to be permitted on a property?
3. Does Whitestone want to issue a licence for backyard chickens?
4. If Council would like to issue a licence for backyard chickens, what would the fee for the license be?
5. Will there be a maximum number of chickens permitted?
6. Will Roosters be permitted?
7. Location of chickens:
  - a. Backyard only?
  - b. Would Council like to see 'setback' locations for the coop, built into the By-law?
  - c. Would Council like to see coop size and design parameters built into the By-law?
8. Does Council want to regulate that the chickens are to be for personal use only?
9. Will penalties be managed by set fines?

δ

# PLANNING ITEMS

# PARRY SOUND AREA PLANNING BOARD

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

**CONSENT APPLICATION NO. B25 2024 (W) - Watts**  
**PART OF LOT 9, CONCESSION 1**  
**GEOGRAPHIC TOWNSHIP OF BURPEE**  
**MUNICIPALITY OF WHITESTONE**

**Roll # 493902000100915 PIN: 520920050, 520920051, 520920057 (Gilmore)**  
**493902000100910 PIN: 520920059, 520920058 (Watts)**

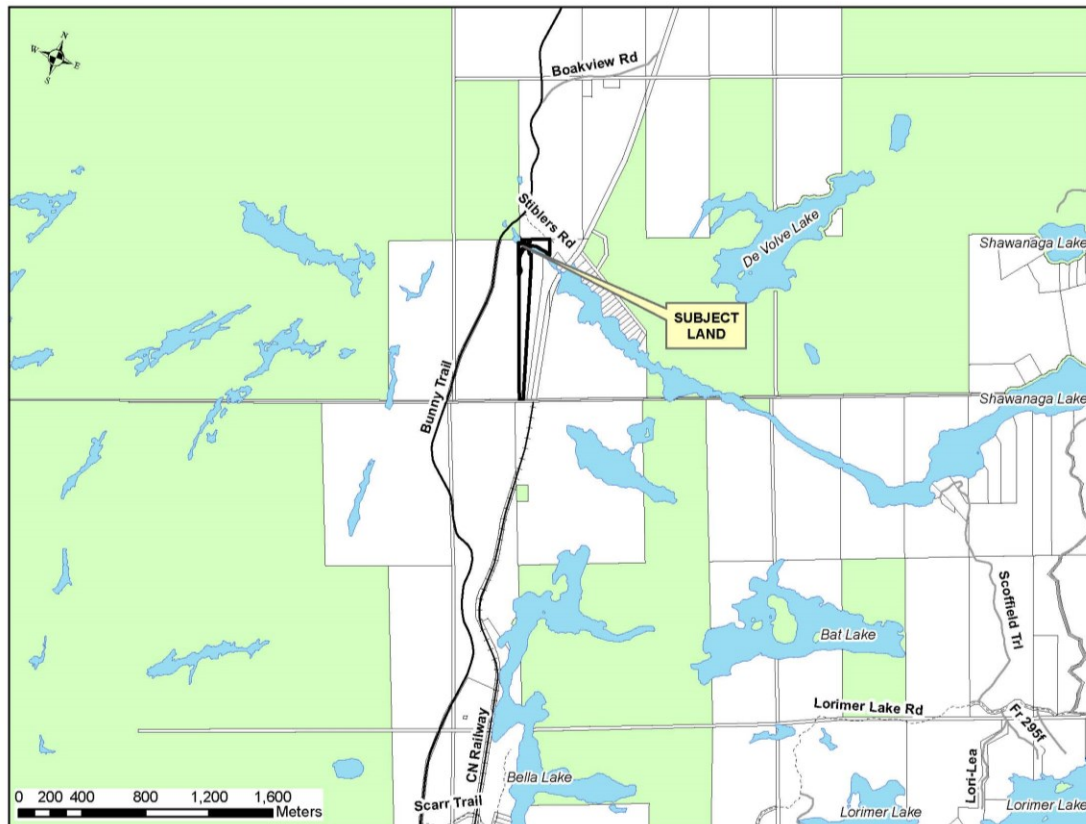
**107 Bunny Trail & 5 Stibler's Road**

**Applicant: Richard Watts**

**July 29, 2024**

## BACKGROUND / PURPOSE

The Watts family owns a parcel of land fronting on the north shore of that Shawanaga River that is accessed from Stibler's Road in the Municipality of Whitestone



Sharon Gilmore owns a lot on the south shore of the Shawanaga River, accessed by the right-of-way from Bunny Trail.

The abandoned roadway through both properties and over a former river crossing, was given a new Property Identification Number (PIN) and put in the name of Gilmore. This created a strip that divided the Watts lands.

The proposed consent will add a small portion of Gilmore’s land, north of the Shawanaga River, to Watts.

## PROPERTY DESCRIPTION

The lands are described as:

**493902000100910 (Watts) PIN: 520920058**  
PCL 20271 SEC SS; PT LT 9 CON 1 BURPEE E. PT 10 & 11 42R5713 T/W PT 16 & 17 42R5713 AS IN LT120300 S/T PT 11 42R5713 AS IN LT120300 & LT128626; WHITESTONE

**PIN:520920059**  
PCL 20271 SEC SS; PT LT 9 CON 1 BURPEE E. PT 9 42R5713 T/W PT 16 & 17 42R5713 AS IN LT120300; WHITESTONE

**493902000100915 (Gilmore) PIN: 520920050**  
PCL 20216 SEC SS; PT LT 9 CON 1 BURPEE E. PT 1, 2 & 3 42R5713 S/T PT 2 42R5713 AS IN LT119778; T/W PT 16 & 17 42R5713 AS IN LT115839; WHITESTONE

**PIN: 520920051**  
PCL 20216 SEC SS; PT LT 9 CON 1 BURPEE E. PT 4 42R5713; T/W PT 16 & 17 42R5713 AS IN LT115839; WHITESTONE

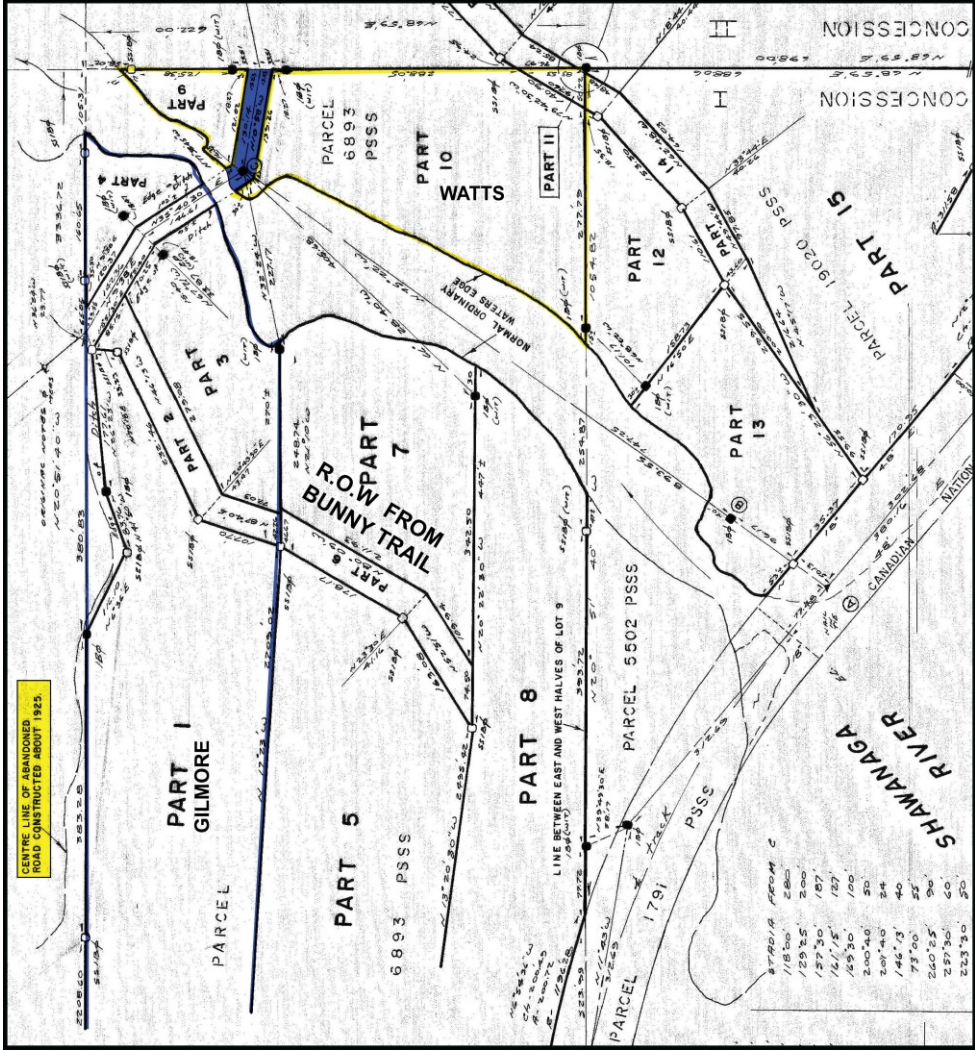
**PIN: 520920057 (Abandoned Roadway)**  
PCL 6893 SEC SS; PT W 1/2 LT 9 CON 1 BURPEE E. AS IN LP7050 EXCEPT PT 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 & 18 42R5713 T/W PT 16 & 17 42R5713 AS IN LT115839, PT 2 42R5713 AS IN LT119778, PT 11 42R5713 AS IN LT120300, PT 6 42R5713 AS IN LT128357; WHITESTONE

When PIN 520920057 was created, it did not recognize the river as a boundary.

The plan below shows the subject lands and the abandoned road that once crossed the river

A note on the plan reads:

*“Centre line of abandoned road constructed about 1925”*



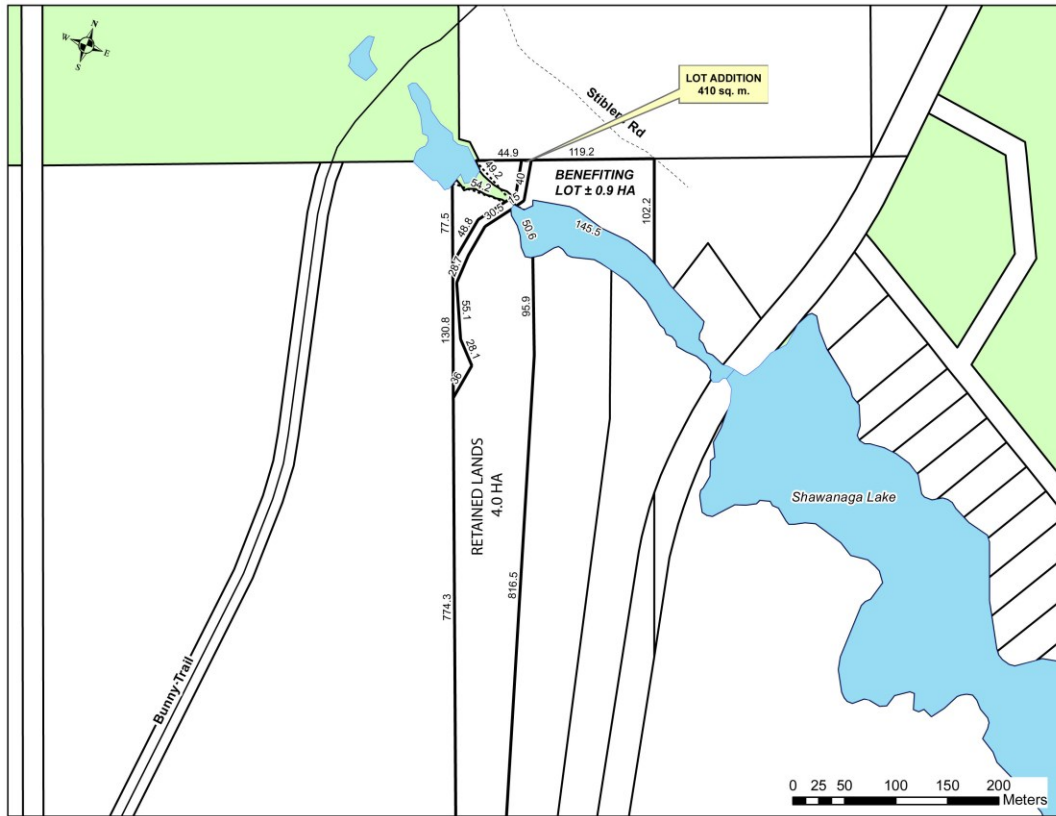
The air photo below shows a portion of the abandoned roadway, the former river crossing and the strip that is part of the Gilmore lands, (PIN 520920057) that divides the Watts lands.



## PROPOSED CONSENT

The proposed consent is to authorize a lot addition to the Watts lands

	Frontage (m)	Depth(m)	Area
Retain	106	975	4.0 ha
Lot Addition	20	43	410 sq.m.
Benefiting Lot	180	67	0.9 ha



## OFFICIAL PLAN

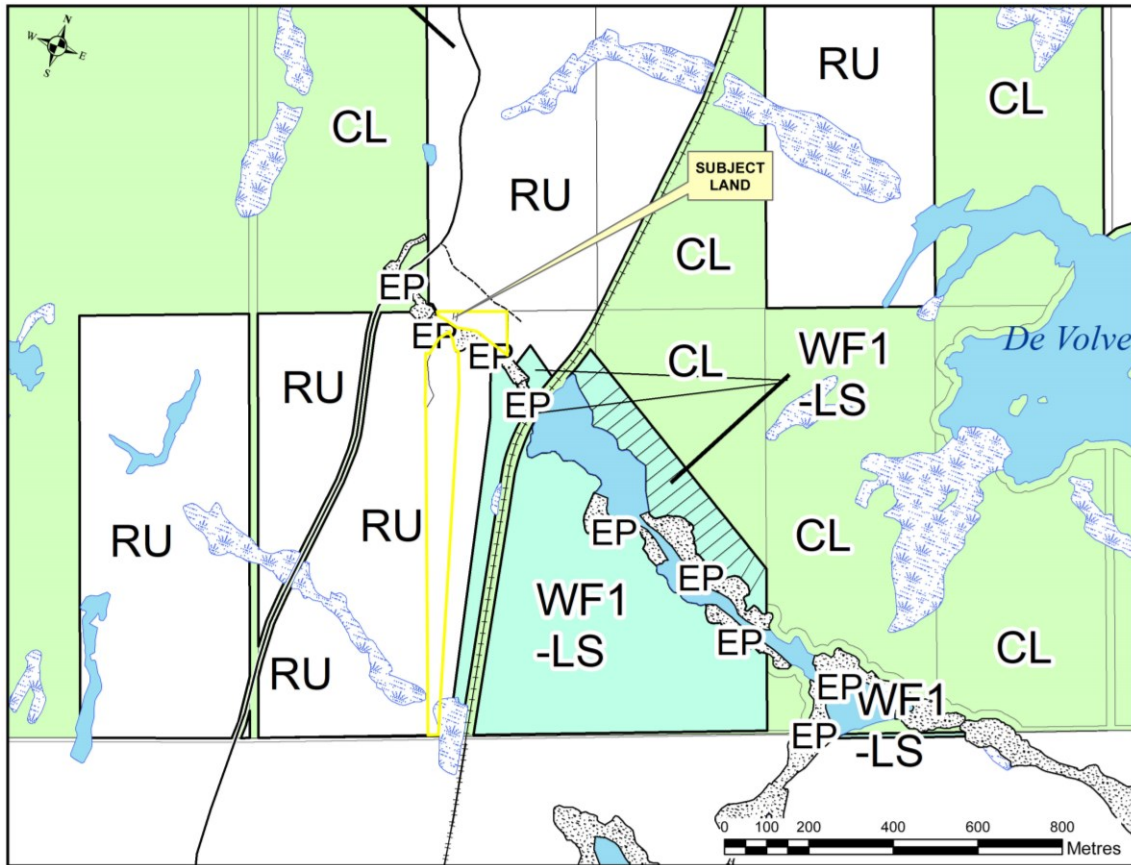
Although fronting on the Shanaga River, the subject land is designated as Rural in the Official Plan.

The lots are developed, there is no new lot creation proposed and the lot addition is a previous road bed. Therefore, there are no conflicts with the Rural policies.



# ZONING BY-LAW

Although the lots front on the river, the lands are zoned Rural (RU) in the Municipality's Zoning By-law. This Rural zoning could be due to the presence of the Environmentally Protected (EP) Type 1 fish habitat shown at this narrow point in the river.



The lands to be added have no environmental zoning and are part of a former road bed.

## RECOMMENDATION

That the proposed consent to allow a lot addition to 5 Stibler's Road in the geographic Township of Burpee as applied for by Richard Watts in Application No. B25/2024(W) be approved subject to the following conditions:

1. That the applicant's solicitor confirm that the lot addition will merge with the benefitting land; and
2. Payment of all applicable planning board fees.

Respectfully,



Patrick Christie, C.P.T.  
Secretary-Treasurer  
Parry Sound Area Planning Board

# PARRY SOUND AREA PLANNING BOARD

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

**CONSENT APPLICATION NO. B29 2024(W) - Kovanchak**  
**PART OF LOT 35, CONCESSION 1**  
**GEOGRAPHIC TOWNSHIP OF McKENZIE**  
**MUNICIPALITY OF WHITESTONE**

**Roll # 493905000401815 PIN: 522500353**

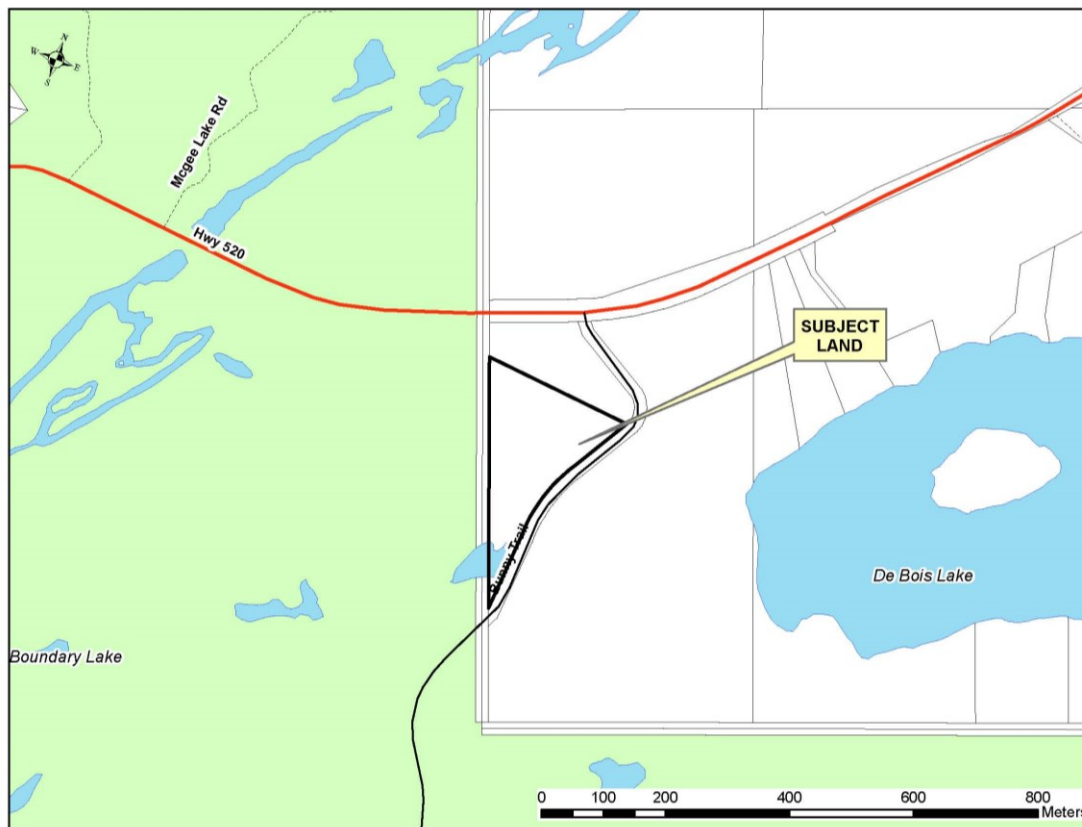
**1130 Bunny Trail**

**Applicant: Robert Kovanchak**

**August 6, 2024**

## BACKGROUND / PURPOSE

Robert Kovanchak owns a triangular parcel of land on the Bunny Trail near the intersection of Highway No. 520 in the Municipality of Whitestone.



The proposed consent will create one (1) new lot fronting on the Bunny Trail.

## PROPERTY DESCRIPTION

The lands are described as:

**PIN: 522500353**

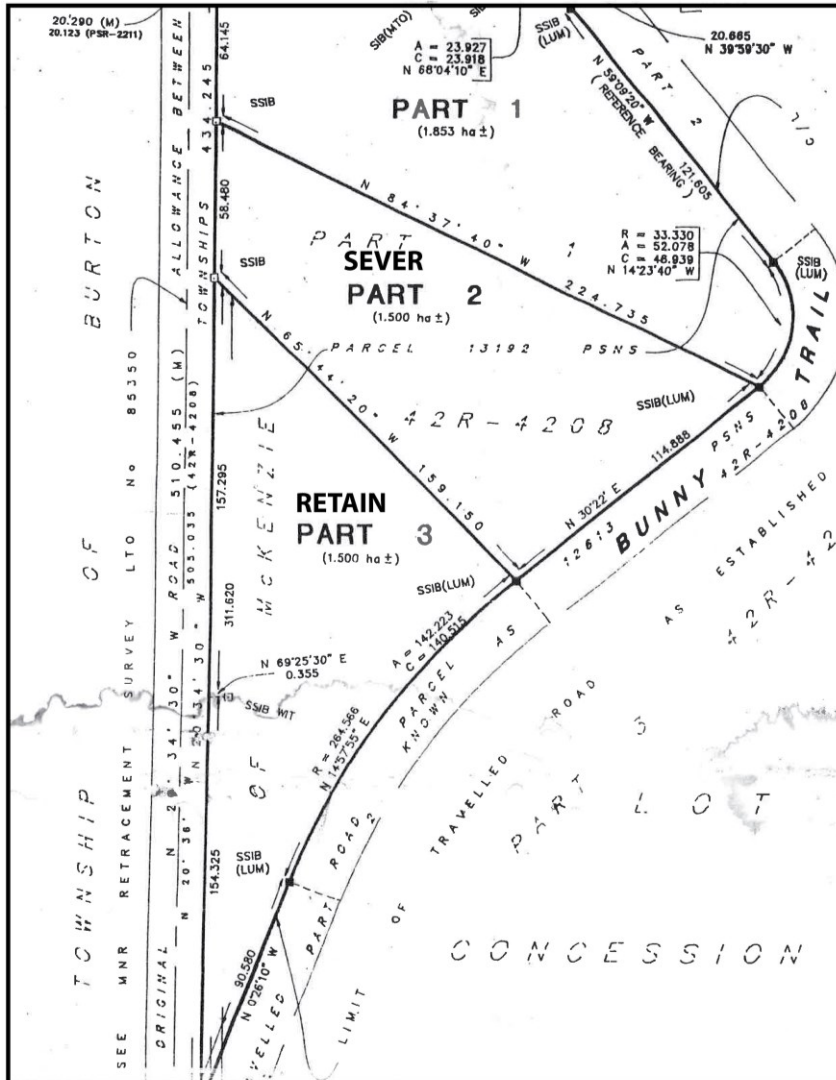
PT LT 35 CON 1 MCKENZIE

PARTS 2 & 3, 42R-13033;

PCL 18610 SEC NS;

WHITESTONE

Fortunately for the applicant, the proposed severed lot is already a part (Part 2) on a reference plan 42R-13033.



## PROPOSED CONSENT

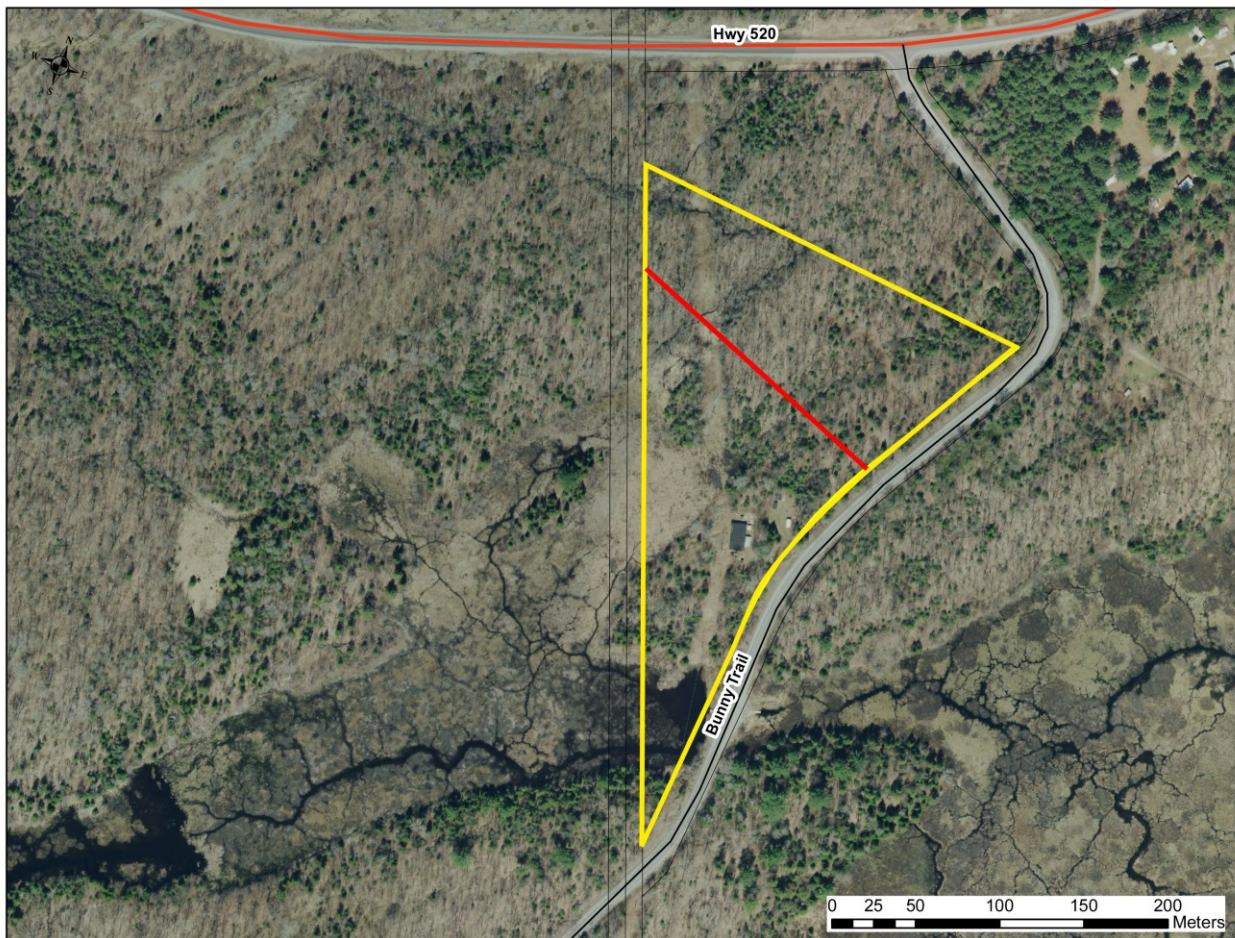
The proposed consent will create one (1) new lot fronting on the Bunny Trail.

	Frontage (m)	Depth(m)	Area
Retain	176	159	1.5 ha
Sever	100	224.7	1.5 ha

The proposed consent meets the Rural standard in terms of frontage, but not the area requirement of 2.0 hectares. Both severed and retained lots are 1.5 hectares in size.

## EXISTING LOT CONDITIONS

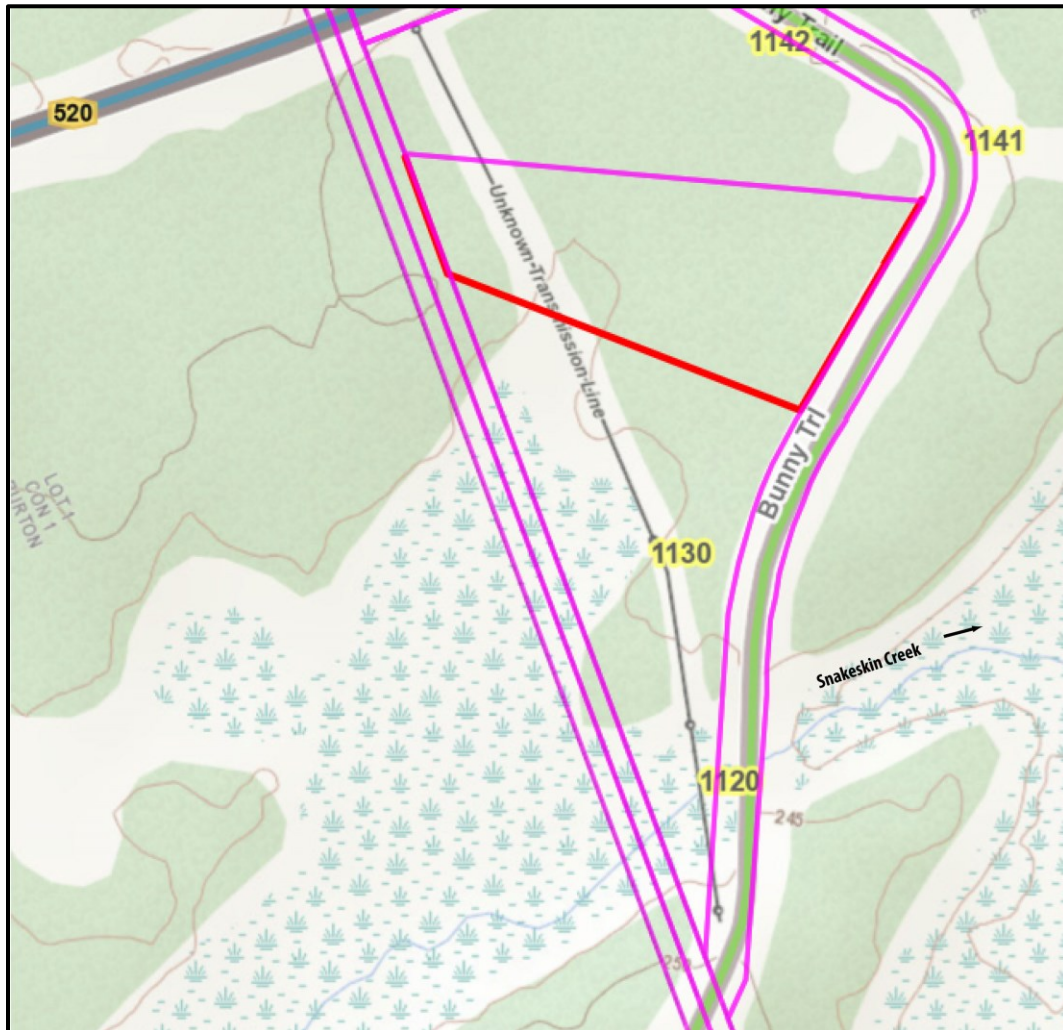
The air photo below shows an existing cabin and accessory structures on the lands.



There are some low lying areas, mainly on the proposed retained lot. Snakeskin Creek flows through these areas, under the road and drains into DeBois Lake to the east. There is a smaller creek that meanders through the rear of the proposed severed lot.

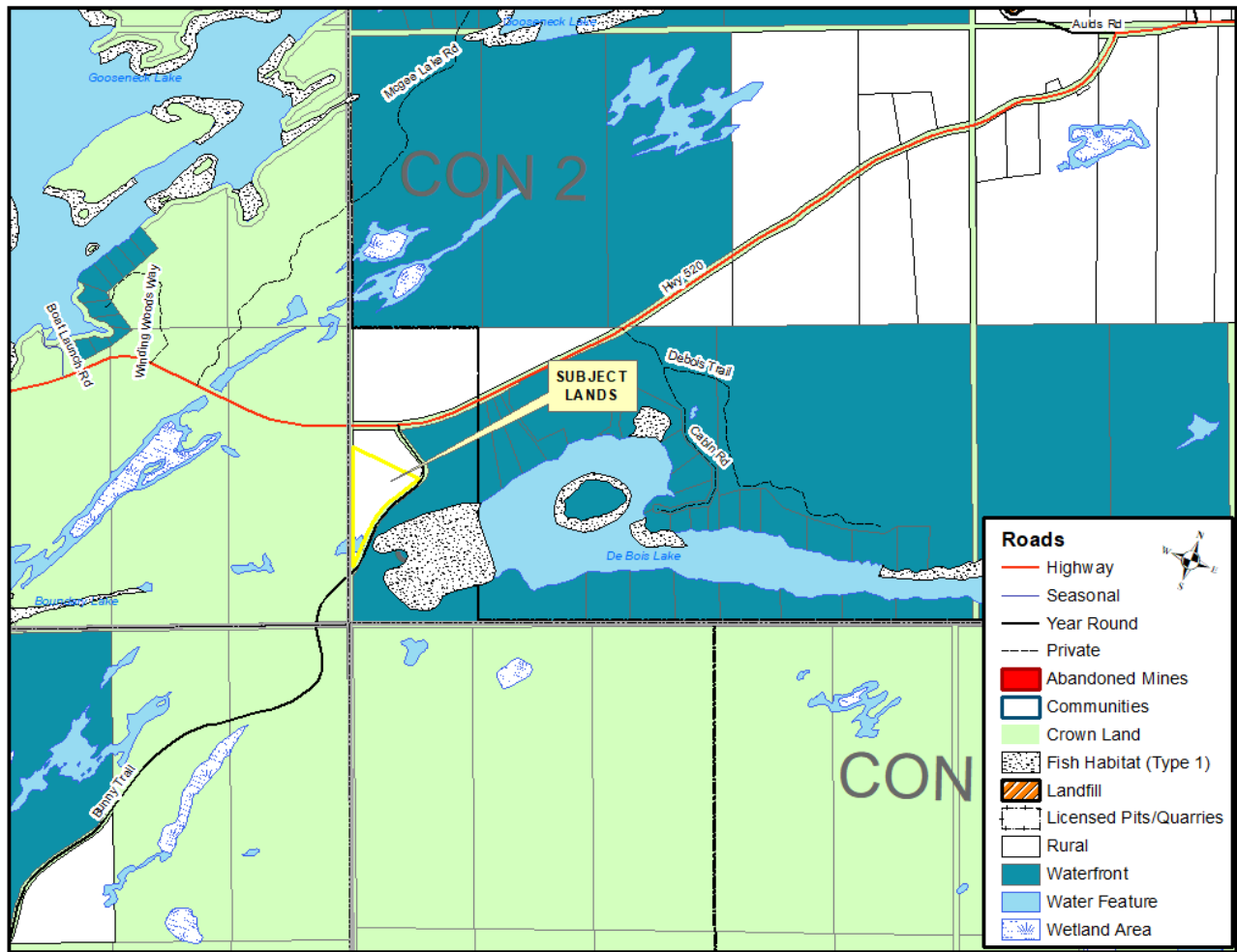
There is an existing hydro easement running through the subject lot.

The depth of the proposed severd lot allows for a large building envelope outside any of these constraint areas.



## OFFICIAL PLAN

The subject lands are designated Rural in the Municipality's Official Plan and are within the Ardbeg Community.



**“ 16.01 Rural**

16.01.4 New development in the rural area is most likely to proceed by consent. Consents should be limited in number and new lots should be at a larger standard to maintain the qualities of the Rural area. “

There are no natural heritage features identified on these lands.

**PROVINCIAL POLICY STATEMENTS (P.P.S)**

***The lands are subject to the 2020 provincial policies.***

***These lands are considered Rural lands and are subject to section 1.1.5***

**“ 1.1.5 Rural Lands in Municipalities**

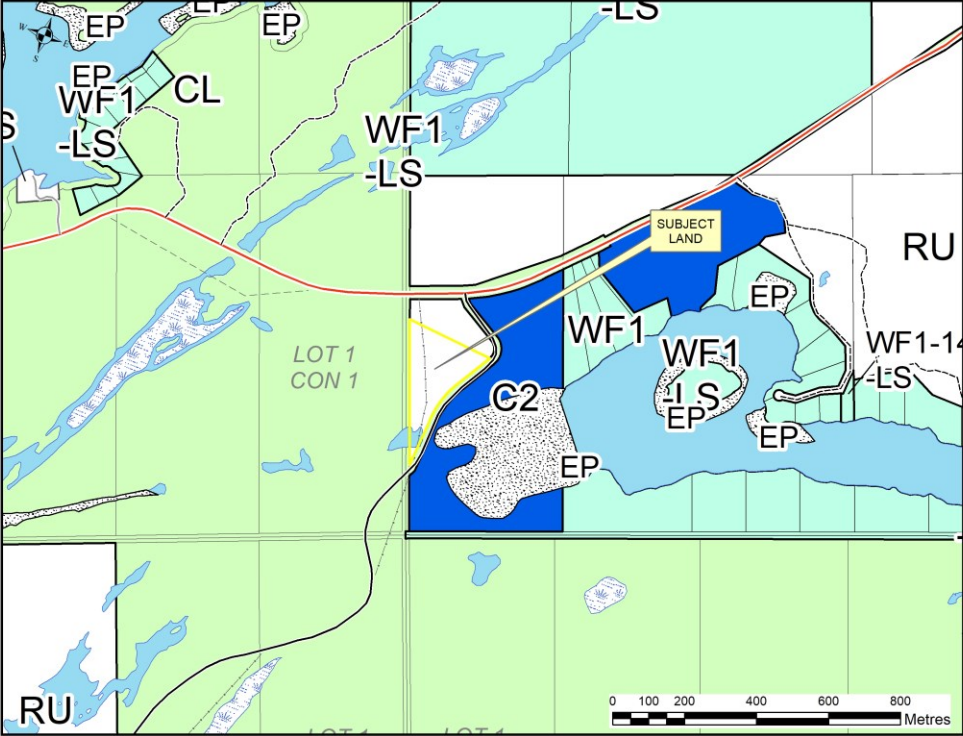
- 1.1.5.1** *When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.*
- 1.1.5.2** *On rural lands located in municipalities, permitted uses are:*
- a) the management or use of resources;*
  - b) resource-based recreational uses (including recreational dwellings);*
  - c) residential development, including lot creation, that is locally appropriate;*
  - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;*
  - e) home occupations and home industries;*
  - f) cemeteries; and*
  - g) other rural land uses.*
- 1.1.5.3** *Recreational, tourism and other economic opportunities should be promoted.*
- 1.1.5.4** *Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.*
- 1.1.5.5** *Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.*
- 1.1.5.6** *Opportunities should be retained to locate new or expanding land uses that require separation from other uses.*

There are no inconsistencies with these policies.



# ZONING BY-LAW

The subject lands are zoned Rural (RU) in the Municipality’s Zoning By-law. There are no Environmentally Protected (EP) zones on these lands in this or previous zone mapping.



## RECOMMENDATION

That the proposed consent to allow the creation on one (1) new lot at 1130 Bunny Trail in the geographic Township of McKenzie as applied for by Robert Kovanchak in Application No. B29/2024(W) be approved subject to the following conditions:

- 1. Payment of a Parkland dedication fee in accordance with the Municipality’s fee By-Law;
- 2. Receiving adequate 911 addressing for the lot;
- 3. Rezoning the subject lands to a Rural Exception zone to recognize the lesser lot area; and
- 4. Payment of all applicable planning board fees.

Respectfully,

Patrick Christie, C.P.T.  
Secretary-Treasurer  
Parry Sound Area Planning Board

# MEMO

<b>To:</b>	Michelle Hendry, Chief Administrative Officer / Clerk
<b>From:</b>	Jamie Robinson, BES, MCIP, RPP and Patrick Townes, BA, BEd
<b>Date:</b>	August 8, 2024
<b>File:</b>	23217J
<b>Subject:</b>	Review of Policies and Regulations Regarding Trailers

This memorandum has been prepared following Council's direction to not continue work on a Draft Trailer By-law. On the basis that the current Official Plan and the Zoning By-law includes reference to a Trailer By-law and that there is no such By-law in force and effect, municipal staff have requested that MHBC review the material associated with trailers in the Municipality and provide a recommendation of how to move forward.

It is our understanding that Council does not want to pass a Trailer By-law.

The Municipality adopted an Official Plan Amendment (OPA No. 2) in 2022 to update the policies regarding trailers in the Official Plan, inclusive of trailers, motorhomes and camping.

The following is a summary of the current policies and regulations that apply to trailers, motorhomes and tents in the Official Plan and the Zoning By-law. The Official Plan policies and the Zoning By-law regulations are included as Appendix 1.

## Official Plan

Policies regarding trailers, motorhomes and tents are included in Section 11.03 of the Official Plan. These policies came into effect in 2022 following the approval of OPA No. 2. These policies state that the Municipality may enact a Trailer By-law to regulate the licensing of trailers, motorhomes and tents.

In accordance with OPA No. 2, a trailer, motorhome or tent is permitted in the Rural designation and the Waterfront designation on lot where a dwelling exists. Notwithstanding this, the Official Plan also recognizes that under certain circumstances that controlled and limited use of trailer, motorhomes and camping may be a reasonable temporary use of land for vacant parcels of land in the Municipality. This section suggests that the Zoning By-law should now permit these uses as of right and that a

Temporary Use By-law should be enacted to consider the appropriateness of the uses on a site by site basis.

The Official Plan only permits trailers, motorhomes and tents for sale or storage on a property with a principal dwelling. Trailers are permitted on a temporary basis where a building permit has been issued for a dwelling and cannot exceed three (3) years.

## **Zoning By-law**

Section 3.70 of the Zoning By-law includes regulations regarding trailers, motorhomes and tents. The first paragraph of Section 3.70 states that trailers, motorhomes and tents are not permitted in any zone as a principal use except in accordance with the Municipality's Trailer By-law.

The third paragraph indicates that no person shall locate, place or use a trailer, camper trailer, motorhome, tent or recreational vehicle... except where such uses are permitted with a tourist commercial establishment.....

A tent, trailer or motorhome is listed as a permitted use in the Rural (RU) Zone, the Rural Industrial (RUI) Zone, the Rural Residential (RR) Zone and the Waterfront Residential (WF1, WF2, WF3) Zones, in accordance with the Municipality's Trailer By-law.

There is conflict in the Zoning By-law between the third paragraph of Section 3.70 and the permitted uses of the Rural (RU) Zone, the Rural Industrial (RUI) Zone, the Rural Residential (RR) Zone and the Waterfront Residential (WF1, WF2, WF3) Zones.

Trailers, motorhomes and tents are permitted in commercial zones where specifically listed as a permitted use and are permitted as a temporary structure in connection with the construction of a permitted use and allowed under a conditional building permit.

The storage of trailers or other similar objects are not permitted under Section 3.76 of the Zoning By-law, which are not incidental to the expeditious construction of a building or the use permitted on such lands, and where otherwise specifically permitted by the provisions of this By-law or any other applicable by-law of the Municipality

A campsite, tent, trailer or camping on vacant rural or residential lots are prohibited under Section 3.53 of the Zoning By-law, except in accordance with the Municipality's Trailer By-law.

## **Summary**

The Official Plan includes policies that would permit trailers, motorhomes and tents on properties within the Rural and Waterfront designations.

The Zoning By-law is conflicted in its permissions for trailers, motorhomes and tents on residential properties.

In some instances in the Zoning By-law, recreational vehicles are incorporated into the list of uses, in other instances they are not.

The Zoning By-law also references "in accordance with the Trailers By-law". Zoning By-laws are not discretionary or conditional. A use is permitted, or it is not permitted. The reference to other By-laws can only be interpreted to mean that in addition to the Zoning By-law, the licencing By-law also applies.

If the Municipality does want to control and monitor the use of trailers, motorhomes and tents, the following items are recommended in respect of aligning the Municipality's planning documents accordingly:

- 1) Obtain specific direction from Council on the "direction" they would like to take. This would include the preparation of a "Background – Options Report."
- 2) Based on the "direction" received from Council and the preparation of the "Background – Options Report", next steps in the review process can occur.

This process would assist MHBC to understand what exactly Council's position is on the matter so that the best recommendations from a land use planning perspective can be presented.

In general, if Council would like to permit trailers, motorhomes and tents on vacant properties, the following would be recommended:

- 1) Amend the Zoning By-law to include specific zones where trailers, motorhomes and tents are permitted as a principal or accessory use and to apply zone standards and criteria such as a minimum lot size or a minimum setback from the shoreline where a trailer, motorhome or tent would be permitted as a principal use. The general provisions of the Zoning By-law would also be updated.
- 2) Amend the Official Plan (as required) to provide more specifics as a result of the Zoning By-law Amendment and other items that Council would like to see considered when evaluating appropriate locations for trailers, motorhomes and tents as a principal use.
- 3) If determined to be appropriate, enact a Trailer By-law to generally licence the use of trailers, motorhomes and tents within the Municipality.

Following a review of the current policies and regulations in the Municipality's land use documents, it is unclear how trailers are to be regulated in the Municipality, and the Municipality should update their documents to provide clarification and to enable clear application of the regulations.

## Appendix 1: Official Plan and Zoning By-law Excerpts

### Official Plan:

#### "11.03 Trailers

- 11.03.1 The Municipality of Whitestone discourages trailers, motorhomes and camping on nay lands in contrast to conventional single detached dwellings or cottages. However, it does recognize that under certain circumstances that controlled and limited use of trailers, motorhomes and camping may be a reasonable temporary land use for vacant parcels of land in the Municipality.
- 11.03.2 A trailer, motorhome or tent is a permitted accessory use to a permitted dwelling where such uses function as accessory uses subject to complying with all provisions related to accessory structures for the zone in which the use is proposed.
- 11.03.3 A trailer, motorhome or tent for the purpose of sale or storage may be permitted on any parcel with a principal dwelling.
- 11.03.4 The Municipality may enact a trailer by-law to regulate the licensing of trailers, motorhomes and tents.
- 11.03.5 The Municipality may arrange for a temporary use of a trailer on a property where a building permit has been issued for a main dwelling and such trailer may be located on the subject property for the period required to construct the main dwelling so long as this period does not exceed three years.
- 11.03.6 A trailer camp, tourist camp or motel is a commercial use. The Municipality may enact by-laws to regulate, license or govern tourist camps, trailer camps or motels.
- 11.03.7 The number of trailer sites allowed, tourist camp sites or motel units will be prescribed in the implementing zoning by-law.
- 11.03.8 All trailer placements are required to meet requirements for wastewater disposal.

## **Zoning By-law:**

### **3.53 Prohibited Uses**

Except as specifically permitted by this By-law, the following uses are prohibited:

- (a) any obnoxious use or noxious trade as defined under any Act;
- (b) boathouses and boatports located on or partly on any navigable waterway;
- (c) buildings or structures on docks except for those specifically permitted;
- (d) campsite, tent, trailers or camping on vacant rural or residential lots except in accordance with the Municipality's Trailer By-law;
- (e) a track for the racing of motor vehicles, motor cycles or snowmobiles;
- (f) pits and quarries except those licensed under the Aggregate Resources Act; and
- (g) outside storage on vacant lands except in accordance with any applicable by-law of the Municipality.

### **3.70 Tent and Trailers**

Tents, trailers and motorhomes are not permitted in any zone as a principal use except in accordance with the Municipality's Trailer By-law or where they are located within a commercial zone that permits tents or trailers or where a trailer is to be used as a temporary structure in connection with the construction of a permitted use and allowed under a conditional building permit.

No trailer may be used for human habitation except in accordance with the provisions of this By-law and in accordance with the Municipal Trailer By-law or when placed on a property for storage or sale when said property is used for a principal permitted use.

No person shall locate, place or use a trailer, camper trailer, motorhome, tent, recreational vehicle on any land as a principal or primary use except where such uses are permitted within a tourist commercial establishment that is specifically zoned for said uses, or where a trailer has been permitted as a temporary structure in connection with the construction of a permitted use and authorized under a conditional building permit or in accordance with the provisions of the Municipality's Trailer By-law.

### **3.76 Use of Vacant Lands**

No vacant lands shall be used for the purpose of the storage of motor vehicles, machinery, materials or equipment, trailers or other similar objects which are not incidental to the expeditious construction of a building or the use permitted on such lands, and where otherwise specifically permitted by the provisions of this By-law or any other applicable by-law of the Municipality.

# CONSENT AGENDA



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

[www.whitestone.ca](http://www.whitestone.ca)  
E-mail: [info@whitestone.ca](mailto:info@whitestone.ca)

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

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

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

**2. Disclosure of Pecuniary Interest**

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

**3. Approval of the Agenda**

**Resolution No. 2024-225**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods



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

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

- 5.4 Draft Encroachment By-law  
Attachment 5.4.1
  
- 12. Correspondence (requested by Mayor Comrie)  
  
Parry Sound Downtown Business Association – Thank you letter for donation to 2024 Maple Syrup Festival  
  
Carol Marks and Jim Ellis – concern regarding effect on permanent residents of Traffic and Parking By-law  
  
and
  
- 15. Closed Session
  - 15.2.6 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239. (2) (b)  
  
Staffing matter (requested by CAO/Clerk Hendry)

**Resolution No. 2024-226**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

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

***Recorded vote requested by Councillor Nash***

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

**Carried**

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

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

**The motion died due to the absence of a seconder.**

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

**Moved by:** Councillor Nash  
**Seconded by:** Councillor Woods

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

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

5.4 Draft Encroachment By-law  
Attachment 5.4.1

and

15. Closed Session

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

Staffing matter (requested by CAO/Clerk Hendry)

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

**Recorded vote requested by Mayor Comrie**

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

**Carried**

**4. Presentations and Delegations**

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

**Matters Arising from Presentations and Delegations**

**Resolution No. 2024-227**

**Moved by:** Councillor Lamb  
**Seconded by:** Councillor Bray

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

**Recorded vote requested by Councillor Lamb**

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

**Carried**

**Move into Committee of the Whole**

**Resolution No. 2024-228**

**Moved by:** Councillor Woods  
**Seconded by:** Councillor Bray

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

**Carried**

**5. Committee of the Whole**

**5.1 Planning Matters**

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

**5.2 Draft Trailer By-law**

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

5.3 **Traffic and Parking By-law**

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

5.4 **Draft Encroachment By-law**

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

**Reconvene into Regular Meeting**

**Resolution No. 2024-229**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Woods

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

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

**Matters arising from Committee of the Whole**

**Resolution No. 2024-230**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

5.1 **Planning Matter**

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

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

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

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

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

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

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

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

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

**Carried**

**Resolution No. 2024-231**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

**5.2 Draft Trailer By-law**

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

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

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

**Carried**

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

**Resolution No. 2024-232**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Nash

**5.3 Traffic and Parking By-law**

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

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

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

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

**Recorded vote requested by Mayor Comrie**

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

**Carried**

**Resolution No. 2024-233**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

5.4 **Draft Encroachment By-law**

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

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

**Carried**

**Move into Public Meeting**

**Resolution No. 2024-234**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Woods

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

**6. Public Meeting**

6.1 Naming of Private Road "Margaret's Way"

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

**Reconvene into Regular Meeting**

**Resolution No. 2024-235**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

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

### **Matters arising from Public Meeting**

#### **Resolution No. 2024-236**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Nash

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

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

**Carried**

### **7. Consent Agenda**

#### **Resolution No. 2024-237**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

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

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

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

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

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

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

**Carried**

**8. Accounts Payable**

**Resolution No. 2024-238**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

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

**Carried**

**9. Staff Reports**

**Resolution No. 2024-239**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

9.1 Report PW-2024-07

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

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

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

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

**THAT** the agreement to be registered on the property title.

**Resolution No. 2024-240**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

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

**Carried**



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

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

9.1 Report PW-2024-07

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

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

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

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

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

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

**Carried**

10. **By-laws**

**Resolution No. 2024-241**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Woods

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

**Carried**

**Resolution No. 2024-242**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

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

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

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

**Carried**

**Resolution No. 2024-243**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Nash

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

**Recorded vote requested by Councillor Nash**

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

**Carried**

**11. Business Matters**

**Resolution No. 2024-244**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

- 11.1 Whitestone Environmental Stewardship Committee  
Resignation of Councillor Bray

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

**Carried**

**Resolution No. 2024-245**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Bray

- 11.2 Whitestone Environmental Stewardship Committee  
Council Member Appointment

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

**Carried**

**Resolution No. 2024-246**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

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

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

**Resolution No. 2023-364**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

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

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

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

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

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

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

**Recorded Vote:**

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

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

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

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

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

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

**Carried**

**Mayor Comrie relinquished the Chair to Deputy Mayor Lamb**

**Resolution No. 2024-247**

**Moved by:** Councillor Bray

**Seconded by:** Mayor Comrie

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

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

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

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

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

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

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

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

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

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

**NOW THEREFORE BE IT HEREBY RESOLVED THAT:**

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

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

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

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

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

***Recorded vote requested by Councillor Nash***

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

**Defeated**

**Mayor Comrie resumed the Chair**

**Resolution No. 2024-248**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Woods

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

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

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

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

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

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

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

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

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

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

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

**Carried**

**Resolution No. 2024-249**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

11.6 Ardbeg Firehall, discussion regarding proposed HVAC upgrades

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

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

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

**Mayor Comrie relinquished the Chair to Deputy Mayor Lamb**

**Resolution No. 2024-250**

**Moved by:** Mayor Comrie

**Seconded by:** Councillor Bray

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

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

**Recorded vote requested by Mayor Comrie**

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

**Defeated**

**Mayor Comrie resumed the Chair**

**Resolution No. 2024-249**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash



11.6 Ardbeg Firehall, discussion regarding proposed HVAC upgrades

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

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

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

**Recorded vote requested by Councillor Nash**

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

**Carried**

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

**Resolution No. 2024-251**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

11.8 Method of distribution of digital documents to members of Council

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

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

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

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

**Resolution No. 2024-252**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

**Recorded vote requested by Councillor Nash**

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

**Deferred**

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

**Resolution No. 2024-253**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

11.9 Request to stand down the WahWashKesh Task Force

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

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

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

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

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

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

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

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

**Carried**

## 12. Correspondence

### **Resolution No. 2024-254**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

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

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

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

**Carried**

**Matters arising from Correspondence: None**

**13. Councillor Items**

Councillor Lamb:

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

Councillor Bray

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

Councillor Woods

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

**Curfew**

**Resolution No. 2024-255**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

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

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

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

**Carried**

**14. Questions from the Public - None**

**15. Closed Session**

**Resolution No. 2024-256**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

**Adjourn to Closed Session**

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

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

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

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

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

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

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

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

**Carried**

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

**Reconvene to Regular Meeting**

**Resolution No. 2024-257**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

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

**Matters arising from Closed Session**

**Resolution No. 2024-258**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

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

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

**Carried**

**Resolution No. 2024-259**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

15.2.1 Volunteer Application for the Library Board

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

**Carried**

**Resolution No. 2024-260**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

15.2.2 Volunteer Application to the Fire and Rescue Department

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

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

**Carried**

**Resolution No. 2024-261**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

15.2.3 Volunteer Application to the Fire and Rescue Department

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

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

**Carried**

**Resolution No. 2024-262**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

15.2.4 Volunteer Application to the Fire and Rescue Department

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

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

**Carried**

**Resolution No. 2024-263**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

15.2.5 Volunteer Application to the Fire and Rescue Department

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

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

**Carried**

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

15.4 Not discussed or addressed by Council

15.5 Not discussed or addressed by Council

**16. Confirming By-law**

**Resolution No. 2024-264**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

**Carried**



**17. Adjournment**

**Resolution No. 2024-265**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

**WHEREAS** the business of this Meeting has concluded;

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

**Carried**

\_\_\_\_\_  
**George Comrie**

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

\_\_\_\_\_  
**Michelle Hendry**

\_\_\_\_\_  
**CAO/Clerk**



**DRAFT Special Council Meeting Minutes**  
**Thursday, July 4, 2024, 6:30 p.m.**  
**Zoom Video Conferencing Only**

Present: Mayor George Comrie  
Councillor Janice Bray  
Councillor Joe Lamb  
Councillor Scott Nash  
Councillor Brian Woods

Staff: None

Acting Clerk: Thomas Agnew

**1. Roll Call and Call to Order** **6:30 p.m.**

**2. Disclosure of Pecuniary Interest**  
Mayor Comrie requested that any pecuniary interest be declared for the record.  
None was declared.

**3. Approval of the Agenda**

**Resolution No. 2024-266**  
**Moved by:** Councillor Nash  
**Seconded by:** Councillor Lamb

**WHEREAS** the Members of Council have been presented with an Agenda for the July 4, 2024 Special Closed Council meeting,

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

**Recorded vote requested by Councillor Nash**

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

**Carried**

**4. Closed Session**

**Adjourn to Closed Session**

**Resolution No. 2024-267**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

**THAT** this meeting be adjourned into a Closed Session meeting at 6:47 p.m. for the following matters:

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

- Staffing and Human Resources Matter

**Recorded vote requested by Councillor Nash**

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

**Carried**

**Reconvene into Regular Meeting**

**Resolution No. 2024-268**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Woods

**THAT** the Council of the Municipality of Whitestone reconvenes into the Regular Meeting at 9:06 p.m.

**Carried**

**Matters arising from Closed Session**

4.1 The Staffing and Human Resources item 4.1 was discussed and instructions were provided to Mayor Comrie in respect of following up on several confidential matters.

**5. Confirming By-law**

**Resolution No. 2024-269**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Woods

**THAT** By-law No. 35-2024, being the Confirmatory By-law for the Council Meeting of the Municipality of Whitestone on July 4, 2024 is hereby enacted as passed this 4th day of July, 2024.

**Carried**

**6. Adjournment**

**Resolution No. 2024-270**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 9:08 p.m. until the Regular Council Meeting of Tuesday, July 16, 2024 at 10:00 a.m. or at the call of the chair.

**Carried**

\_\_\_\_\_  
**George Comrie**

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

\_\_\_\_\_  
**Thomas Agnew**

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

DRAFT



**DRAFT Regular Council Meeting Minutes**  
**Tuesday, July 16, 2024, 10:00 a.m.**  
**Dunchurch Community Centre and Zoom Video Conferencing**

**Present:** Mayor George Comrie  
Councillor Janice Bray  
Councillor Joe Lamb  
Councillor Scott Nash (via Zoom, audio only)  
Councillor Brian Woods

**Staff:** Michelle Hendry, CAO/Clerk  
Maneesh Kulal, Treasurer / Tax Collector (11:30 a.m. to 12:30 p.m.)  
Paula Macri, Planning Assistant  
Wendy Schroeder, Deputy Clerk  
Bob Whitman, Fire Chief (Via Zoom, audio only)

**Consultants:** Patrick Christie, PSAPB

**Other Guests:** 4 via Zoom  
1 in person

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

**2. Disclosure of Pecuniary Interest**  
Mayor Comrie requested that any pecuniary interest be declared for the record.  
None was declared.

**3. Approval of the Agenda**

**Resolution No. 2024-271**  
**Moved by:** Councillor Lamb  
**Seconded by:** Councillor Bray

**WHEREAS** the Members of Council have been presented with an Agenda for the July 16, 2024 Regular Council meeting,

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

**Amendment proposed by Councillor Nash**

**Resolution No. 2024-272**  
**Moved by:** Councillor Nash  
**Seconded by:** Councillor Woods

**THAT** the following two items be removed from the Agenda:

11.3 Memorandum from Councillor Lamb, Consideration of an Encroachment permit system for rail systems / shore dockers

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

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray		X	
Councillor Lamb		X	
Mayor Comrie		X	

**Defeated**

**Resolution No. 2024-271**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

**WHEREAS** the Members of Council have been presented with an Agenda for the July 16, 2024 Regular Council meeting,

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

**Recorded vote requested by Councillor Woods**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods		X	
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash		X	
Mayor Comrie	X		

**Carried**

**4. Presentations and Delegations – None**

**Move into Committee of the Whole**

**Resolution No. 2024-273**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

**THAT** the Council of the Municipality of Whitestone move into Committee of the Whole at 10:44 a.m.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

**Carried**

Councillor Nash requested that all votes be recorded votes for the meeting.

After conferring with CAO/Clerk Hendry, Mayor Comrie advised Councillor Nash that each request for a recorded voted needs to be done at the time the motion is being put

## 5. Committee of the Whole

### Planning Matters

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

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

Councillor Nash requested clarification on the CAO/Clerk ruling in respect to requesting recorded votes

Mayor Comrie advised there was a mechanism to allow for recorded votes and subsequently ruled Councillor Nash out of order on his suggestion of a Point of Order

Councillor Nash appealed Mayor Comrie's suggestion that he may be ruled out of order

Councillor Lamb requested clarification from CAO/Clerk Hendry

Councillor Nash raised a Point of Privilege

CAO/Clerk Hendry requested the meeting be paused with a recess, to obtain clarity with respect to the recorded vote discussion, the Point of Order and the Point of Privilege

**RECESS: 11:05 to 11:15**

CAO/Clerk Hendry provided her interpretation of Section 3.19 of the Procedural By-law No. 80-2023 in respect to a request for a recorded vote. A request by a member of Council must be made for each individual motion.

Mayor Comrie indicated there would now be a vote on the challenge to the Chair in regard to the Point of Order

Councillor Nash requested a vote on Point of Privilege

Point of Privilege:

Challenge of the Chair on ruling Councillor Nash out of order in respect to his raising a Point of Privilege with the Chair.

The substance and basis of the Point of Privilege was clarified by Councillor Nash

Mayor Comrie provided clarification in respect of the vote: A 'yes' vote indicates support of Councillor Nash's Point of Privilege challenge, a 'no' vote supports the Mayor's ruling that Councillor Nash is out of order.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb		X	
Councillor Nash			X
Councillor Woods			X
Councillor Bray		X	
Mayor Comrie		X	

The Mayor's decision was supported.

**Reconvene into Regular Meeting**

**Resolution No. 2024-274**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

**THAT** this meeting be reconvened into the Regular Meeting at 11:28 a.m.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

**Carried**

**Matters arising from Committee of the Whole**

**Resolution No. 2024-275**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

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

**THAT** the Council of the Municipality of Whitestone hereby receives for information the Memorandum from Paula Macri, Planning Assistant (Committee of Adjustment Training and Presentation).

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie	X		

**Carried**



**Resolution No. 2024-276**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Woods

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

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

1. That the 51(26) Consent Agreement between Carol Gorrie and the Municipality of Whitestone registered June 10, 2024 as Instrument Number GB173301 be amended to include the recognition of Parts 5 and 8 on Plan 42R-22421 and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road
2. That all applicable planning board fees be paid to the Parry Sound Area Planning Board; and
3. That all applicable planning and/or legal fees be paid to the Municipality of Whitestone related to the preparation of the Section 51(26) Amended Consent Agreement.

**Recorded vote as per Procedural By-law 80-2023 section 3.19**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

**Carried**

**6. Public Meeting – None**

**7. Consent Agenda**

**Resolution No. 2024-277**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

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

- 7.1 Council and Committee Meeting Minutes
  - 7.1.1 Regular Council Meeting Minutes of June 18, 2024
- 7.2 Unfinished Business (listed on page 5 to 7 of the agenda)

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

7.1.1 Regular Council Meeting Minutes of June 18, 2024

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

7.2 Unfinished Business (listed on page 5 to 7 of the agenda)

Councillor Lamb requested a deferral for review of the content of the June 18, 2024 minutes, Item 11.6.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Mayor Comrie	X		

**Deferred**

**8. Accounts Payable**

**Resolution No. 2024-278**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

**THAT** the Council of the Municipality of Whitestone receives for information the Accounts Payable listing in the amount of \$633,151.16 for the period ending July 8, 2024.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

**Carried**

**9. Staff Reports**

**Resolution No. 2024-279**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

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

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

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

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-280**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Nash

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

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

**THAT** the Council of the Municipality of Whitestone does hereby endorse in principle an updated Council Remuneration By-law; and

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

**Councillor Nash requested a deferral**

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

**Deferred**

**Resolution No. 2024-281**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

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

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

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

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Mayor Comrie	X		

Carried

**RECESS: 12:53 to 1:40**

**Resolution No. 2024-282**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

- 9.4 Report ADMIN-2024-08  
Road Naming Policy

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

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

**Councillor Lamb requested a deferral of the matter**

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

**Deferred**

(to August 20, 2024 Regular Council meeting)

**Resolution No. 2024-283**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

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

**THAT** the Council of the Municipality of Whitestone hereby receives for information report ADMIN 2024-09 (Accountability and Transparency Policy); and

**THAT** the Council of the Municipality of Whitestone does hereby approve the amended Accountability and Transparency Policy.

Councillor Nash requested a deferral of the matter

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie		X	

**Deferred**  
to August 20, 2024 Regular Council meeting

**10. By-laws**

**Resolution No. 2024-284**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

10.1 **THAT** By-law No. 36-2024, being a By-law to regulate encroachments on public property in the Municipality of Whitestone, is hereby passed this 16th day of July, 2024, substantially as presented.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-285**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Nash

10.2 **THAT** By-law No. 37-2024, being a By-law to name and rename public and private roads within the Municipality of Whitestone and to repeal By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, and 31-2024, is hereby passed this 16th day of July, 2024.

CAO/Clerk Hendry suggested a deferral of the matter (to ensure all roads are named properly in Schedule A)

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Mayor Comrie	X		

**Deferred**  
to September 17, 2024 Regular Council meeting

10.3 **THAT** By-law No. 38-2024, being a By-law to adopt a Road Naming Policy.

Per Resolution 2024-282, this item was deferred to the August 20, 2024 Regular Council meeting

**Resolution No. 2024-286**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

10.4 **THAT** By-law No. 39-2024, being a By-law to Provide for the Establishment of a Tax Collection Policy and to repeal By-law No. 38-2019, is hereby passed this 16th day of July, 2024.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash		X	
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

**Carried**

10.5 **THAT** By-law No. 40-2024, being a By-law to adopt the Accountability, Transparency, and Openness Policy for the Corporation of the Municipality of Whitestone and to repeal By-law No. 11-2022, is hereby passed this 16th day of July, 2024.

Per Resolution 2024-283, this item was deferred to the August 20, 2024 Regular Council meeting

**RECESS: 2:50 to 3:08 p.m.**

**11. Business Matters**

**Resolution No. 2024-287**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

11.1 Memorandum from CAO/Clerk Hendry  
Re: Request from Councillor Nash to have editing rights and access to protected documents

**THAT** the Council of the Municipality of Whitestone confirms that when new policies or bylaws, or when existing policies or bylaws are being updated by Staff and Council input is being requested, Staff will supply the draft revised or new document to Council Members (if requested) in an editable Microsoft Word format for the purpose of providing comment or input. Staff will then coordinate the collective comments into one document.

**Resolution No. 2024-288**  
**Moved by:** Councillor Nash  
**Seconded by:** Councillor Bray

**THAT** the motion be amended to state that Council be provided draft motions, draft committee agendas and minutes that they are working on with staff.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-287**  
**Moved by:** Councillor Woods  
**Seconded by:** Councillor Bray

- 11.1 Memorandum from CAO/Clerk Hendry  
 Re: Request from Councillor Nash to have editing rights and access to protected documents

**THAT** the Council of the Municipality of Whitestone confirms that when new policies or bylaws, or when existing policies or bylaws are being updated by Staff and Council input is being requested, Staff will supply the draft revised or new document to Council Members (if requested) in an editable Microsoft Word format for the purpose of providing comment or input. Staff will then coordinate the collective comments into one document, and

**THAT** Council be provided draft motions, draft committee agendas and minutes that they are working on with staff.

**Recorded vote requested by Councillor**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-289**  
**Moved by:** Councillor Lamb  
**Seconded by:** Councillor Bray

- 11.2 Notice of Motion to Reconsider:  
 Resolution No. 2023-561 (December 12, 2023) as amended by Resolution 2024-165, (April 16, 2024) at the August 20, 2024 Regular Council meeting in respect of:

The removal of reference to rail systems / shore dockers to be removed by August 6, 2024

11.2a Motion to Suspend the Procedural By-law

**WHEREAS** By-law No. 80-2023 Procedural By-law states:

**3.2 Suspending Procedural By-law**

No provision of this Procedural By-law will be suspended except by a majority vote of Council for each incidence of suspension of the rules. The suspension will apply only to the procedure(s) or rule(s) which are stated within the motion to suspend and only during the meeting in which such motion was introduced.

**NOW THEREFORE BE IT RESOLVED THAT** the procedural By-law No. 80-2023 be suspended in respect of Section 3.22 Voting – Reconsideration in regard to the following components of Section 3.22:

Before a motion to reconsider is heard, the Motion to Reconsider must be added to a future Agenda. The Motion to Reconsider will only be added to the Agenda upon Council’s approval.

The process whereby a Motion to Reconsider is added to a future Agenda is set out below:

c) The Chair will hold a vote whereby the Members will vote on whether to allow the Motion to Reconsider to be added to a future Agenda;

**AND THAT** the Council of the Municipality of Whitestone agrees to add the Motion to Reconsider Resolution No. 2023-561 (December 12, 2023) as amended by Resolution 2024-165, (April 16, 2024) in respect of:

The removal of reference to rail systems / shore dockers to be removed by August 6, 2024

to the July 16, 2024 Council Agenda for consideration.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb	X		
Councillor Nash		X	
Councillor Woods		X	
Councillor Bray	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-290**  
**Moved by:** Councillor Lamb  
**Seconded by:** Councillor Bray



11.2b **Proposed Motion for Voting Reconsideration**

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

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

4.2 Magnatawan Pioneer Association

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

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

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

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

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

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

**THAT** a revised deadline for owner/s of private docks, rail systems / shore dockers, private storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and

**THAT** any private docks, rail systems / shore dockers, private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed off by the Municipality of Whitestone or their Agents with no further formal notice; and

**THAT** it be confirmed that no trailers are allowed to be parked or stored at any Public Landing within the Municipal owned lands and lands where the Municipality of Whitestone holds a Land Use Permit with the Ministry of Natural Resources and Forestry (MNRF) unless attached to a vehicle, and that if attached to a vehicle, that the trailer can remain no more than 14 days as of August 6, 2024.

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

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

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

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

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

**THAT** a revised deadline for owner/s of private docks, rail systems / shore dockers, private storage containers that are located at "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing, to remove them by an extended date of August 6, 2024; and

**THAT** any private docks, rail systems / shore dockers, and/or private storage containers that remain at the "Public Landing" and related Municipal Shore Allowance to the East and West of the Landing past the revised date of August 6, 2024 will be removed and disposed of by the Municipality of Whitestone or their Agents with no further formal notice; and

**THAT** staff arrange for the removal of Shore Dockers, Storage Units, Docks, Trailers or other structures that are not removed by

the August 6, 2024 date noted above in items 1, 2 and 3 and any expenses or legal fees will be at the owners' expense.

**Recorded vote requested by Councillor Lamb**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Nash		X	
Councillor Woods		X	
Councillor Bray	X		
Councillor Lamb	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-291**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

- 11.3 Memorandum from Councillor Lamb  
 Consideration of an Encroachment permit system for rail systems / shore dockers

**THAT** the Council of the Municipality of Whitestone request that staff develop an encroachment agreement process for rail systems / shore dockers by November 1, 2024 and report back to Council in respect of the process, no later than the November 19, 2024 Regular Council meeting.

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods		X	
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash		X	
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-292**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

- 11.4 Memorandum from CAO/Clerk Hendry  
 Update regarding By-law No. 33-2024, being a By-law to regulate traffic and to govern and control the parking of Vehicles, Boats, Camping Units, and Trailers

**THAT** the Council of the Municipality of Whitestone receives for information the memorandum form CAO/Clerk Hendry (Update regarding By-law No.33-2024 Traffic and Parking By-law).

**Recorded vote requested by Councillor**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		

Councillor Woods X  
Mayor Comrie X

**Carried**

**Resolution No. 2024-293**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

11.5 Request from the Maple Island Thrift Shop for withdrawal from reserve for a community donation

**THAT** the Council of the Municipality of Whitestone does hereby approve the use of Thrift Shop Reserve funds for a donation in the amount of \$1,000.00, to be made on behalf of the Thrift Shop Committee.

**Recorded vote requested by Councillor Lamb**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Lamb	X		
Councillor Nash	X		
Councillor Woods	X		
Councillor Bray	X		
Mayor Comrie	X		

**Carried**

**Resolution No. 2024-294**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

11.6 Request for support of Mobile Seniors Active Living Centres (M-SALC), Community Support Services

**THAT** the Council of the Municipality of Whitestone does hereby confirm ongoing support of Mobile Seniors Active Living Centres, Community Support Services for the West Parry Sound District which includes 'in-kind' contributions in the form of the use of the Dunchurch Community Centre at no cost for the monthly 'Lunch and Learn' program and the weekly (Monday, Wednesday and Friday) Walk Fit program.

**Carried**

(Councillor Nash briefly left the meeting and abstained from voting as he was not present for the reading of the motion)

**12. Correspondence**

**Resolution No. 2024-295**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Lamb

**WHEREAS** the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 8 of the July 16, 2024 Council Meeting agenda,

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

- B. Tweed – request that Province absorb cost of OPP in provincial budget
  - motion to be brought to Council
- G. Magnatawan Pioneer Association – Camera at Bolger Lake dock
  - legal opinion being sought

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods	X		
Councillor Bray	X		
Councillor Lamb	X		
Councillor Nash	X		
Mayor Comrie	X		

**Carried**

**Curfew**

**Resolution No. 2024-296**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Woods

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

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

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

**Carried**

**13. Councillor Items**

Councillor Woods:

- Would like residents to know that Council is taking no further steps to pursue a By-law regarding trailer homes on properties
- Requested staff look into having a local rabies clinic, as was done in Years past

Councillor Lamb:

- Reminder of the library book sale August 3
- Would like some clarification added to website regarding parking a trailer By-law as there is some confusion about meaning of Highway

- There have been calls from residents about the contractor hired to cut the roadside grass; apparently, they are cutting milkweed patches despite the Municipality's Monarch Pledge
- Questioned how the recent Free Dinner sponsored by the Recreation Committee, was advertised in McKellar and Magnetawan.
- Congratulated McKellar on the success of their RibFest

Councillor Bray

- Reminded residents of:
  - o Legion Fish Fry August 3, 2024
  - o Library and Church are working together with the BBQ and bake sale and yard sale;
  - o Fall fair August 16 and 17, 2024

**14. Questions from the public**

**RECESS: 5:50 to 6:02 p.m.**

**15. Closed Session**

**Adjourn to Closed Session**

**Resolution No. 2024-297**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

**THAT** this meeting be adjourned into a Closed Session meeting at 6:02 p.m., for the following matters:

- 15.1 Closed Session Minutes of the Regular Closed Session Council meeting of Tuesday June 18, 2024
- 15.2 Labour relations or employee negotiations pursuant to Ontario Municipal Act, Section 239. (2) (d)
  - By-law Enforcement Services – salary and contracted service cost comparisons
  - Recruitment matters
- 15.3 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to *Ontario Municipal Act*, Section 239(2)(k)
  - West Parry Sound Health Centre (Nursing Station) Lease agreement

**Recorded vote requested by Councillor Nash**

	<b>Yeas</b>	<b>Nays</b>	<b>Abstain</b>
Councillor Woods		X	
Councillor Bray	X		
Councillor Lamb	X		

Councillor Nash  
Mayor Comrie X X

**Carried**

***Recording paused***

**Reconvene into Regular Meeting**

**Resolution No. 2024-298**

**Moved by:** Councillor Bray

**Seconded by:** Councillor Woods

**THAT** this meeting be reconvened to a Regular Meeting at 6:51 p.m.

**Carried**

***Recording resumed***

**Matters arising from Closed Session**

**Resolution No. 2024-299**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

**THAT** the Council of the Municipality of Whitestone does hereby approve the Closed Session Council meeting minutes of Tuesday, June 18, 2024.

**Carried**

**Resolution No. 2024-300**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Bray

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

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

**THAT** the Council of the Municipality of Whitestone requests the CAO/Clerk to proceed with the recruitment process for a By-law Enforcement Officer through an RFP process.

**Carried**

**Resolution No. 2024-301**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Lamb

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

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

**THAT** the Council of the Municipality of Whitestone requests the CAO/Clerk to work with the West Parry Sound Health Centre to amend and update the 2009 lease agreement for the Whitestone Nursing Station.

**Carried**

## 16. Confirming By-law

**Resolution No. 2024-302**

**Moved by:** Councillor Woods

**Seconded by:** Councillor Bray

**THAT** By-law No. 41-2024 being the Confirmatory By-law for the Council meeting of the Municipality of Whitestone on July 16, 2024 is hereby enacted as passed this 16th day of July 2024.

**Carried**

## 17. Adjournment

**Resolution No. 2024-303**

**Moved by:** Councillor Lamb

**Seconded by:** Councillor Woods

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 6:55 p.m. until the Regular Council Meeting of Tuesday, August 20, 2024 at 10:00 a.m. or at the call of the chair.

**Carried**

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George Comrie

Mayor

---

Michelle Hendry

CAO/Clerk





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**Minutes of the Recreation Committee  
May 23, 2024, at 7:00 p.m.**

**Whitestone Library & Technology Centre**

**Present:** Alaina Barry  
Deborah Comrie (Secretary)  
Mayor George Comrie- Telephone  
Jessica Ann Dryer  
Tanya Fraser (Chair)  
Jan Hill  
Carol McClellan  
Melanie Standford

**Staff:** Kassondra Keck

**Regrets:** Andrew Lackram  
Patricia Xerri

**Guests:** None



**1. Roll Call and Call to Order** 7:10 p.m.

**2. Disclosure of Pecuniary Interest**  
The Chair requested that any pecuniary interest be declared for the record.  
None declared.

**3. Approval of the Agenda**

**Resolution No. 2024-016RC**

**Moved by:** Deborah Comrie

**Seconded by:** Alaina Barry

**WHEREAS** the members of the Recreation Committee have been presented with the Agenda for this meeting;

**BE IT RESOLVED THAT** the Agenda for this meeting be adopted as presented, with the following additions:

- Item 8.5, Bingo
- Item 9.1, Soccer Program
- Item 9.2, Christmas Tree Lighting
- Item 9.3, Smart Serve Certificate

**4. Approval of Minutes**

**Resolution No. 2024-017RC**

**Moved by:** Carol McClellan

**Seconded by:** Jessica Ann Dryer

4.1 Minutes of April 25, 2024

**WHEREAS** the Recreation Committee has reviewed the Minutes of April 25, 2024

**NOW THEREFORE BE IT RESOLVED THAT** the Minutes of the Recreation Committee dated April 25, 2024, be approved.

Carried

**5. Presentations - None**

**6. Reports/Correspondence**

6.1 Play Group

Alaina Barry reported that the Play Group has welcomed five new families and is steadily growing.

6.2 Revenue and Expense Report

Kassondra Keck presented updates on the Revenue and Expenses for the Recreation Committee. The Easter Breakfast Event costs were shared with the Friendship Centre, resulting in an expense of \$265.35 for the Recreation Committee, which is 44.2% of the event's budget. The event generated \$140.00 in revenue. Melanie Stanford reported that the event was a success, and the remaining food was donated to the Whitestone Breakfast Club. She will provide the number of attendees at the next meeting.

**7. Discussions- none**

**8. Unfinished Business**

8.1 Archery Program

The Archery Program will begin June 1, 2024. For the month of June, the program will run every Friday from 4:00 p.m. to 6:00 p.m. and every Saturday from 10:00 a.m. to 12:00 p.m. For July and August, the program will run every Saturday from 10:00 a.m. to 12:00 p.m. There will be an archery meeting this Saturday at the library for anyone that wants to volunteer or become an instructor The Committee has asked Kassondra to order two left handed bows, and some arrow stands. The Recreation Committee also discussed serving food, freezees, and drinks, and considered getting pizza donated or discounted by Caswell Restaurant. Melanie Stanford will reach out to the owners and report back to the committee.

8.2 Canada Day

The Committee reviewed the Canada Day action plan as presented. Further discussion will take place at the next Recreation Committee Meeting.

### 8.3 Summer Market

The Summer Market will be held on August 4, 2024 at the Community Centre and at the Pavilion. Jan Hill and Jessica Ann Dryer will connect with Tanya Fraser about the vendors list. Jan Hill will create the floor plan for the Community Centre and Deborah Comrie will retrieve the floor plan for the Pavilion. There was a discussion about having a table fee of \$10.00 to \$15.00.

### 8.4 Food Pantry

Deferred to the next meeting.

### 8.5 Bingo

The Recreation Committee discussed doing a pop and snack bar at the event with the help of the teenage volunteers. Tanya Fraser will email Kevin Krussell with details.

## 9. New Business

### 9.1 Soccer Program

Louise Ford is wanting to run a Soccer Program this summer. Deborah Comrie will be reaching out to her for details.

### 9.2 Christmas Tree Lighting

The Recreation Committee would like to collect donations at the events this year for lights for the large outdoor Christmas tree. Alaina will be making the donation boxes.

### 9.3 Smart Serve Certificate

Deborah Comrie discussed committee members getting their Smart Serve Certificate to assist the Legion. The certificate is valid for 5 years. If any members are interested they are to reach out to Deborah Comrie.

### 9.4 AODA Training

Kassondra Keck discussed that some members of the committee need to complete the AODA Training. Tanya will forward the AODA link to all members that need to complete the training.

## 10. Adjournment

### Resolution No.2024-018RC

Moved by: Jan Hill

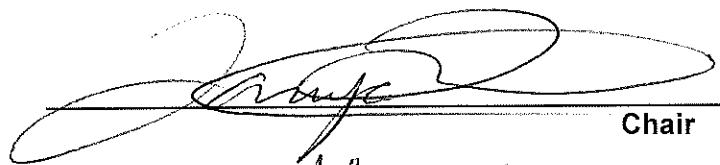
Seconded by: Alaina Berry

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this Meeting be adjourned at

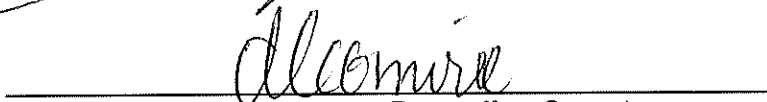
8:45 p.m. until the next regular meeting of June 17, 2024 at 7:00 p.m. or at the call of the chair.

Carried



---

Chair



---

Recording Secretary



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**Minutes of the Recreation Committee  
June 17, 2024, at 7:00 p.m.**

**Whitestone Library & Technology Centre**

**Present:** Alaina Barry  
Deborah Comrie (Secretary)  
Mayor George Comrie- Telephone  
Jessica Ann Dryer  
Tanya Fraser (Chair)  
Carol McClellan  
Melanie Standford

**Staff:** Kassondra Keck

**Regrets:** Jan Hill  
Andrew Lackram  
Patricia Xerri

**Guests:** None

.....  
**1. Roll Call and Call to Order** 6:58 p.m.

**2. Disclosure of Pecuniary Interest**  
The Chair requested that any pecuniary interest be declared for the record.  
None declared.

**3. Approval of the Agenda**

**Resolution No. 2024-019RC**  
**Moved by:** Deborah Comrie  
**Seconded by:** Alaina Barry

**WHEREAS** the members of the Recreation Committee have been presented with the Agenda for this meeting;

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

**Carried**

**4. Approval of Minutes**

**Resolution No. 2024-020RC**

**Moved by:** Carol McClellan

**Seconded by:** Alaina Barry

4.1 Minutes of May 23, 2024

**WHEREAS** the Recreation Committee has reviewed the Minutes of May 23, 2024

**NOW THEREFORE BE IT RESOLVED THAT** the Minutes of the Recreation Committee dated May 23, 2024, be approved.

**Carried**

**5. Presentations - None**

**6. Reports/Correspondence**

6.1 Archery

Alaina Barry and Deborah Comrie reported that the Archery Program is off to an amazing start for its first two weekends. On Saturday, June 8<sup>th</sup>, there were 20 participants, including many new faces. Crosswell Restaurant will provide large pizzas at a discounted price of \$13.00 each. The Committee will be ordering 4 pizzas for this Friday to gauge interest.

6.2 Revenue and Expense Report

Kassondra Keck presented updates on the Revenue and Expenses for the Recreation Committee. The Committee would like clarification on the Easter fuel charge. Kassondra to look into this.

**7. Discussions- none**

**8. Unfinished Business**

8.1 Canada Day

Tanya Fraser spoke with Whitestone Marina, who has agreed to donate some prizes. The committee will purchase additional prizes. Deborah reviewed the Canada Day Action Plan to ensure all Committee members are clear on their responsibilities for the day. Planned activities include outdoor board games, cardboard boat races, face painting, axe throwing, drumming, and fireworks

8.2 Summer Market

Jan Hill is unable to volunteer for the Summer Market on August 4<sup>th</sup>, due to her busy schedule. Tanya Fraser needs the vendor list from both Jan Hill and Jessica Ann Dryer, and a floor plan will need to be completed. Indoor tables will cost \$15.00 and outdoor tables will cost \$10.00.

8.3 Food Pantry

Deborah Comrie and Mayor George Comrie met with David Creasor, Manager of Public Works, about the pantry. There is a fridge at the Twist building that the committee can use for refrigerated items, but they will start with dry goods only and

gradually expand to refrigerated items. The committee plans to keep the pantry in the Dundome during the summer months and move it to the Dundome change room during the winter months. Deborah Comrie has volunteered to check the supply once a week to ensure levels are maintained. The committee will advertise through social media and the municipal website. They will also reach out to Social Services and Harvest Share to inform them about the Food Pantry Program and to be included on Harvest Share's Bulk Food List.

8.4 Bingo

The committee discussed doing a concession stand at Bingo which will have beverages and snacks as well as bingo dabbers. All proceeds will go to the Recreation Committee and the Christmas tree lights.

8.5 Soccer Program

Deferred to the next meeting.

**9. New Business**

9.1 Fall Fair

The Recreation Committee plans to have a table at this year's Fall Fair to promote their programs and activities. They will also offer face painting and board games.

9.2 Fall Planning

The Recreation Committee discussed fall planning. David Creasor would like to transplant a tree in the fall to the Twist property for the Christmas tree lighting.

**10. Adjournment**

**Resolution No.2024-021RC**


**Moved by:** Alaina Berry


**Seconded by:** Carol McClellan

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this Meeting be adjourned at 8:20 p.m. until the next regular meeting of July 25, 2024 at 7:00 p.m. or at the call of the chair.

**Carried**

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Recording Secretary



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

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**Minutes of the Whitestone Environmental Stewardship Committee (WESC)  
Monday, March 11, 2024, at 7:00 p.m.**

**Dunchurch Community Centre and Google Meet Video Conferencing**

**Present:** Ed Bennett (via Google Meet)  
Councillor Janice Bray  
Andrew Byrne  
Dennis Morrison, Vice Chair  
Councillor Scott Nash, Chair  
Will Roberts (via Google Meet)

**Staff:** Deputy Clerk, Wendy Schroeder (Recording Secretary)

**Regrets:** Brad Parkes  
Kathy Deuchars

**Guests:** 1 – via Google Meet

.....  
**1. CALL TO ORDER**

Chair, Councillor Scott Nash, called the meeting to order at 7:07 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

The Chair requested that any pecuniary interest be declared for the record.  
None declared.

**3. ADOPTION OF THE AGENDA**

**Resolution No. 2024-08WESC**

**Moved by:** Councillor Bray

**Seconded by:** Andrew Byrne

**WHEREAS** the members of the Environmental Stewardship Committee have been presented with the Agenda for this meeting;

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

- 8.2 Benthic Monitoring
- 8.3 Council Updates

**Carried**

**4. APPROVAL OF MINUTES**

4.1 Minutes of February 12, 2024  
**Resolution No. 2024-09WESC**



**Moved by:** Andrew Byrne  
**Seconded by:** Will Roberts

**WHEREAS** the Whitestone Environmental Stewardship Committee has reviewed the Minutes of February 12, 2024;

**NOW THEREFORE BE IT RESOLVED THAT** the Minutes of the Whitestone Environmental Stewardship Committee dated February 12, 2024, be approved.

**Carried**

**5. PRESENTATIONS - None**

**6. REPORT/CORRESPONDENCE - None**

**7. DISCUSSIONS**

7.1 Whitestone Municipal Council appointed the following new members to the WESC at the Regular Council meeting of February 20, 2024

Kathy Deuchars  
Will Roberts

7.2 Discussion on members' involvement in action items

Action items were divided among the Committee members, who will bring updates / ideas to advance work on their particular item. Some items have been earmarked to be brought back to the Committee within the next few months:

- i. Trails – Andrew; to be brought back to Committee in May
- ii. Shore Preservation – Dennis, Brad; back to Committee in April; Love Your Lake shoreline evaluation program to be discussed
- iii. Signage (e.g. Boat Launches, Trails) – Councillor Nash; throughout summer
- iv. Waste Management (composting, waste management and recycling etc.) – committee waiting to see the effect of blue box transition and what that will look like for the community – Councillor Bray, Will
- v. Nature Education (e.g. native pollinators, Earth Day, BioBlitz, participation in Agricultural Fair) – ideas to be brought forward as events come up; participation in Agricultural Fair to be discussed in April (i.e. giving away pollinator or milkweed seed packets); each week leading up to Earth Day new information will be added to the Municipality's Facebook; discussing cleanup day with the Recreation Committee – Councillor Bray working on Earth Hour/Day projects
- vi. Monarch Pledge – Municipality has to commit to three action items; still to be determined which ones we can undertake this year (i.e. milkweed seeds given away at Agricultural Fair) - Councillor Bray
- vii. Septic Health – ongoing; finding ways to educate people about septic health – Councillor Nash, Ed
- viii. Water / Lake Quality (e.g. Lake Partner Program) – Dennis, Brad; back to Committee in April

- ix. Invasive Species (e.g. cray fish, mussels, Knotweed) – determining what the Municipality can do to educate people about invasive species, including tick awareness – Councillor Bray
  - x. Communications (e.g. such as environmental bulletins) – ongoing; asking members if they have anything to contribute to the Municipality's newsletter or to Facebook posts – all members are encouraged to contribute
- 7.3 Committee Members Contact Information (e-mail and phone numbers)  
Members to provide their contact information to Councillor Nash, who will then disseminate among the members

**8. UNFINISHED BUSINESS**

- 8.1 Update on past committee minutes  
All minutes from 2023 have been signed and will be posted on the website

Items added to the Agenda per Resolution No. 2024-08WESC

- 8.2 Benthic Monitoring  
- 2024 Council budget indicates only one lake will be monitored this year.  
Committee Member Dennis Morrison noted this as a concern.
- 8.3 Council Updates – from Councillor Nash and Councillor Bray  
- blue box transition and landfill audit  
- ICECAP Report regarding Milestones 2 and 3 has gone to Council and will be brought back at March meeting  
- staff are working with Lakeland Power to have an EV charging station installed in Dunchurch

**9. ANNOUNCEMENTS – None**

**10. ADJOURNMENT**

**Resolution No. 2024-10WESC**  
**Moved by:** Councillor Bray  
**Seconded by:** Dennis Morrison

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this Meeting be adjourned at 8:40 p.m. until the next regular meeting of Monday, April 8, 2024 at 7:00 p.m. or at the call of the chair.

**Carried**

\_\_\_\_\_  
Councillor Scott Nash **Chair**

\_\_\_\_\_  
Deputy Clerk Wendy Schroeder **Recording Secretary**



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**Minutes of the Whitestone Environmental Stewardship Committee (WESC)**  
**Monday, April 15, 2024, at 7:00 p.m.**  
**(Rescheduled from April 8, 2024)**

**Dunchurch Community Centre and Google Meet Video Conferencing**

**Present:** Councillor Janice Bray  
 Andrew Byrne  
 Kathy Deuchars  
 Dennis Morrison, Vice Chair  
 Councillor Scott Nash, Chair  
 Will Roberts (via Google Meet)

**Staff:** Deputy Clerk, Wendy Schroeder (Recording Secretary)

**Regrets:** Ed Bennett  
 Brad Parkes

**Guests:** None

.....  
 1. **Roll Call and Call to Order** 7:00 p.m.

2. **Disclosure of Pecuniary Interest**  
 The Chair requested that any pecuniary interest be declared for the record.  
 None declared.

3. **Approval of the Agenda**

**Resolution No. 2024-11WESC**

**Moved by:** Dennis Morrison

**Seconded by:** Kathy Deuchars

**WHEREAS** the members of the Environmental Stewardship Committee have been presented with the Agenda for this meeting;

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

**Carried**

4. **Approval of Minutes**

4.1 Minutes of March 11, 2024

**Resolution No. 2024-12WESC**

**Moved by:** Andrew Byrne

**Seconded by:** Will Roberts

**WHEREAS** the Whitestone Environmental Stewardship Committee has reviewed the Minutes of March 11, 2024;

**NOW THEREFORE BE IT RESOLVED THAT** the Minutes of the Whitestone Environmental Stewardship Committee dated March 11, 2024, be approved.

**Carried**

**5. Presentations – None**

**6. Discussions**

**6.1 2024 Fall Fair, August 17, 2024**

Ideas discussed:

- sharing a booth with the Whitestone Conservation Association;
- brochures / information for shoreline preservation, invasive species and species at risk to be handed out;
- signing up volunteers for the Love Your Lakes program;
- stickers for kids (Andrew Byrne to research handouts with a budget of approximately \$200.00)
- Committee members agreed attendance was only for Saturday

**6.2 Shoreline Preservation / Love Your Lakes Program (Dennis Morrison)**

Dennis Morrison provided an overview of the program; the following information will be posted on the Municipality's Facebook page and e-newsletter:

“Love Your Lake” is a shoreline evaluation program developed by Watersheds Canada and the Canadian Wildlife Federation (CWF), and conducted for any shoreline community across Canada by local organizations. Since its inception in 2013, 203 lakes have been successfully assessed which includes over 46,000 shoreline properties, including 164 lakes in Ontario & over 36,100 associated shoreline properties. Six Mile Lake in Muskoka, participated in 2023.

The program has three components.

The first is several online surveys that waterfront property owners can take to connect them with the information they need to make smart shoreline management choices that improve wildlife habitat, water quality and the overall health of your lake.

Secondly, you can apply to volunteer your lake to participate in having every property on the lake assessed using a standardized assessment protocol, from a boat, and landowners will receive a personalized property report the following spring with details on the state of their shoreline along with recommended actions for improving lake health for both people and wildlife. No property access is required. An application now would be for a 2025 nomination, at the earliest.

Lastly, the third component is a micro grant available only after your lake has participated in the second component. Up to \$500.00 per lake is available for shoreline naturalization projects that contribute positively to lake health if your grant application succeeds.

This Love Your Lake program not only provides suggestions on improvements; but also provides some seed money for the local organizations to do follow up projects like planting native plant species.

**Resolution No. 2024-13WESC**

**Moved by:** Dennis Morrison

**Seconded by:** Janice Bray

**WHEREAS** the Whitestone Environmental Stewardship Committee has received for information the report of Dennis Morrison on the Love your Lake program,

**NOW THEREFORE BE IT RESOLVED THAT** the Whitestone Environmental Stewardship Committee supports an application to participate in the Love Your Lakes Program.

**Carried**

Councillors Bray and Nash to bring to Council the above motion.

- 6.3 Water / Lake Quality (e.g. Lake Partner Program) (Dennis Morrison)
  - To be brought back to the May 13 2024 meeting
- 6.4 2024 Invasive Species Action Fund – Grant Opportunity (Kathy Deuchars)
  - Applicant Guidelines were discussed

**Resolution No. 2024-14WESC**

**Moved by:** Kathy Deuchars

**Seconded by:** Andrew Byrne

**WHEREAS** the Whitestone Environmental Stewardship Committee has received for information the oral report of Kathy Deuchars,

**NOW THEREFORE BE IT RESOLVED THAT** the Whitestone Environmental Stewardship Committee supports an application to the Invasive Species Action Fund.

**Carried**

- 6.5 Turtle Nesting Presentation (Andrew Byrne)
  - 6.5.1 How to Build a Turtle Protector During Nesting Season
    - Information to be added to e-newsletter and Facebook
    - Possible workshop
    - Turtle crossing sign installation – MTO
- 6.6 Earth Day Update (Councillor Bray)
  - 6.6.1 Lions Club Earth Day Poster
    - Lions' Club, Recreation Committee and WESC working together Sunday April 21 from 1:00 p.m. to 3:00 p.m. for a municipal clean-up event

**7. Correspondence – None**

**8. Unfinished Business**

- 8.1 Update on past committee minutes (Recording Secretary)  
All minutes from 2023 have been posted on the website
- 8.2 Update Committee Members Contact Information (Councillor Nash)  
- all members have provided contact information; Councillor Nash to create and send contact list.

**9. New Business**

- 9.1 Environmental News from Council (Councillors Bray and Nash)  
- Council approved the Climate Action Plan March 19 2024  
[Municipality of Whitestone - ICECAP \(Integrated Community Energy and Climate Action Plans\)](#)
- 9.2 Accessibility for Ontarians with Disabilities Act and Integrated Accessibility Standards Regulation training  
- Wendy Schroeder reminded all volunteers must take the training every 5 years, as per provincial legislation. Any volunteer with a current certificate is asked to forward it to the Deputy Clerk for their records.
- 9.3 Monarch Pledge  
- three actions suggested by the Committee:  
- communications effort  
- council pledge  
- butterfly garden (at the Community Centre by the flagpole)  
Councillor Bray committed to this initiative
- 9.4 For the May 13 agenda any suggested discussion topics to be submitted to the Chair by April 29

**10. Adjournment**

**Resolution No. 2024-15WESC**  
**Moved by:** Kathy Deuchars  
**Seconded by:** Dennis Morrison

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this Meeting be adjourned at 8:30 p.m. until the next regular meeting of Monday, May 13, 2024 at 7:00 p.m. or at the call of the chair.

**Carried**

\_\_\_\_\_  
Councillor Scott Nash

**Chair**

\_\_\_\_\_  
Deputy Clerk Wendy Schroeder

**Recording Secretary**



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**Minutes of the Whitestone Environmental Stewardship Committee (WESC)  
Monday, June 10, 2024, at 7:00 p.m.**

**Dunchurch Community Centre and Google Meet Video Conferencing**

**Present:** Councillor Janice Bray  
Ed Bennett (via Google Meet)  
Jo-Anne Boyle (via Google Meet)  
Andrew Byrne  
Kathy Deuchars (via Google Meet)  
Dennis Morrison, Vice Chair  
Councillor Scott Nash, Chair  
Brad Parkes (via Google Meet)  
Will Roberts (via Google Meet)

**Staff:** Deputy Clerk, Wendy Schroeder (Recording Secretary)

**Guests:** None

.....  
**1. Roll Call and Call to Order** 7:05 p.m.

**2. Disclosure of Pecuniary Interest**  
The Chair requested that any pecuniary interest be declared for the record.  
None declared.

**3. Approval of the Agenda**

**Resolution No. 2024-16WESC**

**Moved by:** Andrew Byrne  
**Seconded by:** Will Roberts

**WHEREAS** the members of the Environmental Stewardship Committee have been presented with the Agenda for this meeting;

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

**Carried**

**4. Approval of Minutes – none**

**5. Presentations – None**

**6. Reports / Correspondence – None**

## 7. Discussion

### 7.1 Update – May 13 2024 meeting

- Councillor Nash realized quorum was not met at the May 13, 2024 WESC meeting and therefore there are no minutes to approve; the minutes for the April 15, 2024 meeting will be approved at the July 8, 2024 meeting.

### 7.2 2024 Fall Fair (general discussion)

- Budget for stickers is \$200.00
- Andrew to ask Georgian Bay Biosphere if they have a turtle that could be brought to the WESC booth
- Councillor Bray will research stand-up display boards; a budget of \$200 was agreed upon by the members
- Volunteers are required from noon to 4:00 p.m. on Saturday, August 17, 2024
- Dennis to talk with organizers to determine if WESC needs to pay for the table
- Handouts include: Love Your Lakes program (Dennis); booklets re: shoreline (Councillor Nash) invasive species (Kathy); Toronto Zoo (Andrew)
- Andrew to supply turtle nest box for display

### 7.3 Invasive Species Grant Update (Kathy Deuchars)

- The application for the \$2500 grant was successful, however the scope needs to change since the knotweed identified in the application will be taken care of by the province during highway bridge rehabilitation; more general approach may need to be taken, in the form of an information campaign to increase awareness
- Information can be added to the e-newsletter, Kathy to draft and send to Councillor Nash who will forward to the communications officer
- There may be phragmites on the shore of WahWashKesh. Photos were distributed; needs to be confirmed if any eradication work to be carried out
- The process for grant applications was discussed:
  - o staff need at least two weeks lead time before the closing date of a grant;
  - o staff do their best to track grants to find and advise of appropriate ones;
  - o website GrantWatch sends email notifications when grants are available

### 7.4 Monarch Pledge (Councillor Bray)

- Councillor Bray has been working on the Pledge; this year's submission will be late but has approval from the National Wildlife Federation
- Three action items must be pledged by the Municipality; the three the Committee is deciding on are 1) pledge itself; 2) education of Public Works staff; 3) uncertain – possibly a pollinator garden at the Community Centre

### 7.5 Water / Lake Quality (e.g. Lake Partner Program – Dennis Morrison, Brad Parkes)

- Committee is looking for Council endorsement to move forward with the Love Your Lakes Program (LYL): his information indicates that if we agree to become a partner LYL provides information, website and volunteer training; Committee would require addresses and maps to determine property boundaries



7.6 E-newsletter items

- Andrew – June 22 Bio Blitz in Maple Island area, on iNaturalist a dataset is being created
- Councillor Bray – MNRF Fire Smart
- Dennis – water quality testing for lakes

**8. Unfinished Business**

8.1 Upcoming meeting dates with conflicts: August 12, October 14, November 11 2024

8.2 Lake Planning: Dennis asked about the status with Council; Councillor Nash advises it has been added as a budget item and a tender should go out by the end of the year

8.3 Turtle nest boxes are available at the library

**9. Announcements**

9.1 Councillor Bray

- has provided her letter of resignation to Council as she has agreed to sit on Community Safety and Well Being Committee

**Resolution No. 2024-17WESC**

**Moved by:** Dennis Morrison

**Seconded by:** Kathy Deuchars

**THAT** the Whitestone Environmental Stewardship Committee accepts the resignation of Councillor Janice Bray, and thanks her for her time on the Committee.

**Carried**

9.2 Environmental News from Council (Councillor Nash)

- Councillor Bray – Reported that the Municipality had received notification of the approved ICECAP Milestones 2 and 3
- Attended meeting and trade show on June 6, 2024 at the Stockey Centre with Mayor Comrie and CAO/Clerk Hendry
- MNRF has a Fire Smart program teaching how to prepare property for wildfire

9.3 Items for next meeting July 8, 2024

- communications strategy
- Fall Fair update
- invasive species
- Love Your Lakes program update

9.4 Next meeting July 8, 2024

**10. Adjournment**

**Resolution No. 2024-18WESC**

**Moved by:** Andrew Byrne

**Seconded by:** Dennis Morrison

**WHEREAS** the business of this Meeting has concluded;

**NOW THEREFORE BE IT RESOLVED THAT** this Meeting be adjourned at 8:40 p.m. until the next regular meeting of Monday, July 8, 2024 at 7:00 p.m. or at the call of the chair.

**Carried**

\_\_\_\_\_  
Councillor Scott Nash **Chair**

  
\_\_\_\_\_  
Deputy Clerk Wendy Schroeder **Recording Secretary**

# ACCOUNTS PAYABLE

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2024-00090 to 2024-00109

Bank Code - AP - AP-GENERAL OPER

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>37332</b>	<b>2024-07-09</b>	<b>Sun Life Assurance Company of Canada</b>			
00210794		16-094 - Council Health Benefit	Benefits	36.38	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.02	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	4.65	NL 40.40
<b>37333</b>	<b>2024-07-09</b>	<b>Weeks Construction Inc.</b>			
98412		16-398 - Roads-Turn Around Up	Gravel	2,544.00	
		19-813-1 - Boat Launches	Gravel	5,088.01	
		16-375 - Gravel-Summer Mainte	Gravel	167,628.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	19,358.21	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	22,389.79	NL 194,618.92
<b>37334</b>	<b>2024-07-16</b>	<b>VOID - Cheque Printing</b>			
<b>37335</b>	<b>2024-07-16</b>	<b>VOID - Cheque Printing</b>			
<b>37336</b>	<b>2024-07-16</b>	<b>Bell Mobility</b>			
July 2024		16-212 - Fire - Radio Tower & Ai	Fire Tower	119.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.23	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.30	NL 133.00
<b>37337</b>	<b>2024-07-16</b>	<b>MHBC Planning LTD</b>			
5033943		16-843 - Planning & Developmei	Consulting Services - Haldil	729.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	80.59	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	93.21	NL 810.21
503942		16-843 - Planning & Developmei	Consulting Services - unrec	809.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	89.42	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	103.42	NL 898.92
			Payment Total:		1,709.13
<b>37338</b>	<b>2024-07-16</b>	<b>Federation Of Canadian</b>			
38406-B4Q5M8		16-103 - Admin - Membership/Si		463.01	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.14	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	59.15	NL 514.15
<b>37339</b>	<b>2024-07-16</b>	<b>Total Alignment Truck &amp; Auto</b>			
15566		16-402 - 2015 Freightliner Tand	Parts & labour	1,422.51	
		11-210-2 - A/R HST Receivable	HST Tax Code	157.12	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	181.73	NL 1,579.63
<b>37340</b>	<b>2024-07-16</b>	<b>CASH</b>			
20240716		16-092 - Council - Miscellaneous	Council meeting - muffins	19.00	19.00
<b>37341</b>	<b>2024-07-16</b>	<b>D.G. McDonald</b>			
Road Grant 24		16-440-4 - Roads Grant Program	Win-Bur Lane	1,288.46	1,288.46
<b>37342</b>	<b>2024-07-23</b>	<b>Eva Fincham</b>			
16-126		16-126 - Admin - Communicatioi	Social posts	1,928.50	1,928.50
<b>37343</b>	<b>2024-07-23</b>	<b>Municipality Of McDougall</b>			
25344		16-459 - York Landfill - Bulk Wa:	Roads	531.56	
		16-471 - Auld Landfill - Bulk Wa:	Roads	483.61	
		16-471 - Auld Landfill - Bulk Wa:	Roads	475.39	
		16-459 - York Landfill - Bulk Wa:	Roads	589.10	2,079.66

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2024-00090 to 2024-00109

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>37344</b> 7279287	<b>2024-07-23</b>	<b>McDougall Energy</b> 16-423 - 2010 Grader - Fuel 16-439-2 - Hyundai Excavator F 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Diesel Diesel HST Tax Code HST Tax Code	935.58 935.59 206.67 239.04 NL	2,077.84
<b>37345</b> 20240718	<b>2024-07-23</b>	<b>Gracie Bell</b> 16-092 - Council - Miscellaneous	Muffins for council - mileage	61.18	61.18
<b>37346</b> 195481	<b>2024-07-23</b>	<b>Cunningham Swan Lawyers</b> 16-120 - Admin - Legal Expense 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Professional Services HST Tax Code HST Tax Code	610.56 67.44 78.00 NL	678.00
<b>37347</b> July 22/24	<b>2024-07-23</b>	<b>Donald &amp; Yvonne Burgess</b> 13-326 - Reserve - Thrift Shop	Thrift Shop	1,000.00	1,000.00
<b>37348</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Ryan Chiddenton</b> 16-440-4 - Roads Grant Program	Road Grant - Cabin Road	836.79	836.79
<b>37349</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Green Lane Road Maintenance Assoc.</b> 16-440-4 - Roads Grant Program	2024 Road Grant	2,478.77	2,478.77
<b>37350</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Magnatawan Pioneer Association</b> 16-440-4 - Roads Grant Program	Road Grant - Magnatawan I	5,742.76	5,742.76
<b>37351</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Mitchell Lane Group</b> 16-440-4 - Roads Grant Program	2024 Road Grant	533.18	533.18
<b>37352</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Jeff Moir</b> 16-440-4 - Roads Grant Program	Road Grant - Paradise Lane	853.43	853.43
<b>37353</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Pine Grove Road Association</b> 16-440-4 - Roads Grant Program	Road Grant - Pine Grove	3,117.59	3,117.59
<b>37354</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Quinnland Cottagers Road Assoc</b> 16-440-4 - Roads Grant Program	2024 Road Grant	2,321.55	2,321.55
<b>37355</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Sundown Estates Cottager's</b> 16-440-4 - Roads Grant Program	Road Grant - Sundown Est	2,928.77	2,928.77
<b>37356</b> 2024 Road Gran	<b>2024-07-23</b>	<b>Winding Woods Way</b> 16-440-4 - Roads Grant Program	Road Grant - Winding Wood	1,025.61	1,025.61
<b>37357</b> 202404352	<b>2024-07-29</b>	<b>BERN Consulting Ltd.</b> 16-202 - Fire - Training 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	AED Purchase HST Tax Code HST Tax Code	1,603.04 177.06 204.79 NL	1,780.10
<b>37358</b> 15802	<b>2024-07-29</b>	<b>Canadian Tire</b> 16-446 - York Landfill - Supplies 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Supplies HST Tax Code HST Tax Code	288.95 31.91 36.91 NL	320.86
<b>37359</b> July 29 2024	<b>2024-07-29</b>	<b>Tyler Johnson</b> 15-330 - Roads Revenue	Refund of entrance deposit	750.00	750.00
<b>37360</b> 10459	<b>2024-07-29</b>	<b>RTP Mechanical Limited</b> 16-806 - Library - Building Maint	Service	581.92	

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2024-00090 to 2024-00109

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
		11-210-2 - A/R HST Receivable	HST Tax Code	64.27	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	74.34 NL	646.19
<b>37361</b>	<b>2024-07-29</b>	<b>Sun Life Assurance Company of Canada</b>			
00213939		16-094 - Council Health Benefit	EAP	39.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.38	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.07 NL	44.07
<b>37362</b>	<b>2024-07-30</b>	<b>Minister of Finance-Policing</b>			
3026062408371		16-274 - Policing Levy	May OPP	34,007.00	
		16-118 - Admin - Financial Expe	May OPP	104.39	34,111.39
<b>37363</b>	<b>2024-07-30</b>	<b>Minister Of Finance</b>			
67115		16-845-5 - Land Use permit Ardl	Crown Land permit	67.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.50	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	8.67 NL	75.38
<b>37364</b>	<b>2024-08-07</b>	<b>Bell Mobility</b>			
Aug 2024		16-212 - Fire - Radio Tower & Ai	Fire Tower	119.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.23	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.30 NL	133.00
<b>37365</b>	<b>2024-08-07</b>	<b>Bell Canada - Public Access</b>			
174010		16-787 - Recreation - Public Pay	Pay Telephone	50.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.62	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	6.50 NL	56.50
<b>37366</b>	<b>2024-08-07</b>	<b>Paul &amp; Laury Lamoureux</b>			
July 25 2024		15-329 - Roads Damage Deposi	Return of Road Damage De	1,000.00	1,000.00
<b>37367</b>	<b>2024-08-07</b>	<b>John Borrelli</b>			
July 25 2024		15-329 - Roads Damage Deposi	Return of Rd Dam. Dep - 24	1,000.00	1,000.00
<b>37368</b>	<b>2024-08-07</b>	<b>Dunchurch Knox United Church</b>			
Aug. 6 2024		15-360 - Dunchurch Hall Misc. F	Donation	250.00	250.00
<b>37369</b>	<b>2024-08-07</b>	<b>Parry Sound Area Property Consulting</b>			
24-072		16-843 - Planning & Developmei	Planning Services	122.11	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.49	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.60 NL	135.60
<b>37370</b>	<b>2024-08-07</b>	<b>Darch Fire Inc</b>			
CI30010376		16-202 - Fire - Training	repairs	707.74	
		11-210-2 - A/R HST Receivable	HST Tax Code	78.18	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	90.42 NL	785.92
<b>37371</b>	<b>2024-08-07</b>	<b>Serinity Lane</b>			
2024 Road Gran		16-440-4 - Roads Grant Program	2024 Road Grant	910.82	910.82
<b>37372</b>	<b>2024-08-07</b>	<b>Minister of Finance-Policing</b>			
3025072413221		16-274 - Policing Levy	June Policing Services	34,007.00	34,007.00
			Total Computer Cheque:		303,573.15

**EFT**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>2314</b>	<b>2024-07-15</b>	<b>Air Automotive Tracking</b>			

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		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
WS2407		16-310 - Roads-Supplies GPS M	July Wireless	254.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	28.10	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	32.50	NL 282.50
<b>2315</b>	<b>2024-07-15</b>	<b>Adams Bros Construction Ltd</b>			
172868		16-459 - York Landfill - Bulk Wa:	Empty & Returns York St. B	529.15	
		16-471 - Auld Landfill - Bulk Wa:	Empty & Returns York St. B	712.32	
		11-210-2 - A/R HST Receivable	HST Tax Code	137.13	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	158.60	NL 1,378.60
<b>2316</b>	<b>2024-07-15</b>	<b>A.J. Stone Company Ltd.</b>			
184298		16-202-1 - Fire-New Recruits	Gloves	675.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	74.59	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	86.27	NL 749.90
184283		16-202-1 - Fire-New Recruits	Gear Bag	668.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	73.84	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	85.40	NL 742.29
			Payment Total:		1,492.19
<b>2317</b>	<b>2024-07-15</b>	<b>Cedar Signs</b>			
INV/2024/2786		16-281 - Bld Official - Supplies	Civic sign side mount doubl	650.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	71.84	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	83.09	NL 722.24
<b>2318</b>	<b>2024-07-15</b>	<b>Canadian National Non Freight</b>			
91748177		16-414 - Bunny Trail RR Crossir	Bunny Trail	403.50	403.50
<b>2319</b>	<b>2024-07-15</b>	<b>George Comrie</b>			
20240707		16-790 - Recreation Cmttee-Pro	Canada Day - Fabricland: P	1,067.73	
		11-210-2 - A/R HST Receivable	HST Tax Code	117.94	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	136.41	NL 1,185.67
<b>2320</b>	<b>2024-07-15</b>	<b>Fisher's Regalia &amp; Uniform</b>			
55446		16-258 - Station 2 - Supplies	Notebook refill	101.76	
		11-210-2 - A/R HST Receivable	HST Tax Code	11.24	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	13.00	NL 113.00
<b>2321</b>	<b>2024-07-15</b>	<b>Glen Martin Limited</b>			
403664		16-702 - Dunchurch Hall - Suppl	Supplies	149.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.54	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	19.13	NL 166.29
403510		16-702 - Dunchurch Hall - Suppl	Supplies	301.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.35	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	38.57	NL 335.29
			Payment Total:		501.58
<b>2322</b>	<b>2024-07-15</b>	<b>Hicks Morley LLP</b>			
696045		16-120 - Admin - Legal Expense	Legal	379.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.87	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	48.43	NL 420.93
<b>2323</b>	<b>2024-07-15</b>	<b>Ideal Supply Company Ltd.</b>			
276538		16-421 - 2010 Grader - Mainten:	Kit Plas Ont Bulk	11.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.24	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.43	NL 12.42
276227		16-290 - 2019 SUV Bld Official-1	Supplies	418.21	
		11-210-2 - A/R HST Receivable	HST Tax Code	46.20	

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		EFT			
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		99-999-1 - HST (Statistical) Non-	HST Tax Code	53.43 NL	464.41
275988		16-290 - 2019 SUV Bld Official-1	Booster Pac	242.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	26.80	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	31.00 NL	269.49
			Payment Total:		746.32
<b>2324</b>		<b>2024-07-15 Iron Mountain Canada</b>			
JPJD886		16-110 - Admin - Office Supplies	Shredding	93.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.31	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.92 NL	103.62
<b>2325</b>		<b>2024-07-15 Lakeside Ltd.</b>			
2874		16-777 - Municipal Building Mair	Line Painting	1,689.22	
		11-210-2 - A/R HST Receivable	HST Tax Code	186.58	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	215.80 NL	1,875.80
<b>2326</b>		<b>2024-07-15 Law N Mowers</b>			
June 2024		16-275 - By-Law Enforcement	By-Law Service	2,232.95	2,232.95
<b>2327</b>		<b>2024-07-15 McDougall Energy</b>			
7256629		16-423 - 2010 Grader - Fuel	Dyed Diesel	706.31	
		16-427-1 - 2022 Backhoe -Fuel	Dyed Diesel	706.31	
		16-439-2 - Hyundai Excavator Fi	Dyed Diesel	706.32	
		11-210-2 - A/R HST Receivable	HST Tax Code	234.05	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	270.70 NL	2,352.99
7256630		16-403 - 2015 Freightliner Tand	Clear Diesel	571.98	
		16-404-3 - 2020 Freightliner Sn	Clear Diesel	571.99	
		16-411 - 2007 International - Fu	Clear Diesel	571.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	189.54	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	219.22 NL	1,905.49
7256634		16-394-2 - 2018 Dodge Ram 20	Regular Gas	254.40	
		16-408-1 - 2022 1 tTone Fule	Regular Gas	457.92	
		16-776 - 2016 Facilities Truck - I	Regular Gas	115.79	
		11-210-2 - A/R HST Receivable	HST Tax Code	91.47	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	105.79 NL	919.58
			Payment Total:		5,178.06
<b>2328</b>		<b>2024-07-15 Municipal Property Assessment Corp</b>			
1800035788		16-119 - Admin - MPAC Fees	2024 Levy	19,754.73	19,754.73
<b>2329</b>		<b>2024-07-15 My-Tech Information Technology</b>			
20240630		16-115 - Admin - Computer Supj	General Service and Suppo	1,169.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	129.17	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	149.40 NL	1,298.60
<b>2330</b>		<b>2024-07-15 Near North Industrial Solution</b>			
93698		16-421 - 2010 Grader - Mainten:	Hose to pipe parts	69.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.71	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	8.92 NL	77.55
<b>2331</b>		<b>2024-07-15 Near North Laboratories Inc.</b>			
102856		16-779 - Water Testing	Water testing	43.96	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.86	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.62 NL	48.82
<b>2332</b>		<b>2024-07-15 Parry Sound Auto Parts Co Ltd</b>			
1-2991266		16-320 - Garage - Mtc/Supplies/	Tank rental	88.53	



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Payment # Invoice #	Date	Vendor Name GL Account	EFT GL Transaction Description	Detail Amount	Payment Amount
		11-210-2 - A/R HST Receivable	HST Tax Code	9.78	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.31 NL	98.31
<b>2333</b>	<b>2024-07-15</b>	<b>Waste Connections of Canada</b>			
7113-00003434		16-468 - Auld Landfill - Recycling	Recycling	3,379.83	
		16-448 - York Landfill - Recycling	Recycling	3,282.73	
		11-210-2 - A/R HST Receivable	HST Tax Code	735.90	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	851.15 NL	7,398.46
<b>2334</b>	<b>2024-07-15</b>	<b>Ricoh Canada Inc.</b>			
SCO94513476		16-113 - Admin - Office Equipme	Copy usage	474.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	52.40	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	60.61 NL	526.83
<b>2335</b>	<b>2024-07-15</b>	<b>Metroland Media Group Ltd.</b>			
7704216		16-108 - Admin - Advertising	Advertising	160.78	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.76	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	20.54 NL	178.54
<b>2336</b>	<b>2024-07-15</b>	<b>Trans Canada Safety Star Life</b>			
54508		16-202-1 - Fire-New Recruits	Viking Fire Particulate Prote	449.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	49.65	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	57.42 NL	499.08
<b>2337</b>	<b>2024-07-15</b>	<b>Xplore (Aulds)</b>			
INV52764562		16-479-1 - Aulds Landfill - Intern	Internet	86.49	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.05 NL	96.04
<b>2338</b>	<b>2024-07-15</b>	<b>XPLORE (Fire)</b>			
INV52769722		16-262 - Station 2 - Internet	Internet Fire Station 2	127.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.11	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	16.32 NL	141.81
<b>2339</b>	<b>2024-07-23</b>	<b>A.J. Stone Company Ltd.</b>			
0000184399		16-202 - Fire - Training	Valve	1,831.68	
		11-210-2 - A/R HST Receivable	HST Tax Code	202.32	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	234.00 NL	2,034.00
<b>2340</b>	<b>2024-07-23</b>	<b>Canadian Union of Public</b>			
June 2024		12-338 - CUPE-Union Dues	June 2024 Remittance	1,724.57	1,724.57
<b>2341</b>	<b>2024-07-23</b>	<b>Local Authority Services Ltd.</b>			
MGBP00000672		16-110 - Admin - Office Supplies	office supplies - paper	60.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.65	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	7.69 NL	66.80
<b>2342</b>	<b>2024-07-23</b>	<b>Momentum Conferencing</b>			
0168653		16-126 - Admin - Communicatioi	Conference Calling	18.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.08	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2.41 NL	20.92
<b>2343</b>	<b>2024-07-23</b>	<b>OMERS</b>			
June 2024		12-339 - OMERS	June 2024 Remittance	27,847.40	27,847.40
<b>2344</b>	<b>2024-07-23</b>	<b>Michael Skof, Prosecutor</b>			
June 2024		16-120 - Admin - Legal Expense	Professional Services	1,125.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	124.34	

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		EFT			
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Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
		99-999-1 - HST (Statistical) Non-	HST Tax Code	143.81 NL	1,250.06
<b>2345</b>	<b>2024-07-23</b>	<b>Telizon Inc.</b>			
0631912024031		16-109 - Admin - Telephone	Long Distance	7.75	
		16-109 - Admin - Telephone	Long Distance	0.08	
		16-237 - Station 1 - Telephone	Long Distance	1.40	
		16-237 - Station 1 - Telephone	Long Distance	0.03	
		16-803 - Library - Expenses	Long Distance	1.02	
		16-109 - Admin - Telephone	Long Distance	0.14	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.12	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.30 NL	11.54
0631912024071		16-109 - Admin - Telephone	Long Distance	9.95	
		16-237 - Station 1 - Telephone	Long Distance	0.73	
		16-803 - Library - Expenses	Long Distance	0.49	
		16-720 - Maple Is. Hall - Teleph	Long Distance	0.05	
		16-109 - Admin - Telephone	Long Distance	0.14	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.24	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.43 NL	12.60
				Payment Total:	24.14
<b>2346</b>	<b>2024-07-23</b>	<b>Vianet</b>			
July 2024		16-321 - Garage - High Speed Ir	Internet	108.68	
		16-720 - Maple Is. Hall - Teleph	Internet	108.68	
		16-457-1 - York Landfill - Interne	Internet	163.55	
		16-457-1 - York Landfill - Interne	Internet	-6.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.35	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	47.82 NL	415.67
<b>2347</b>	<b>2024-07-23</b>	<b>Whitmell, Ron</b>			
20240624		16-501 - Cemetery - Audit	Staking Fees	220.00	220.00
<b>2348</b>	<b>2024-07-29</b>	<b>Aird Berlis, LLP</b>			
1392761		16-120 - Admin - Legal Expense	Professional Services	6,307.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	696.70	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	805.81 NL	7,004.31
<b>2349</b>	<b>2024-07-29</b>	<b>Da-Lee Dust Control</b>			
INV0003628		16-360 - Hard Top Patch-Goods	Permanent repair	2,381.19	
		11-210-2 - A/R HST Receivable	HST Tax Code	263.01	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	304.20 NL	2,644.20
<b>2350</b>	<b>2024-07-29</b>	<b>Fire Marshal's Public Fire</b>			
IN165938		16-208 - Fire - Prevention/Educa	Supplies	95.10	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.50	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	12.15 NL	105.60
<b>2351</b>	<b>2024-07-29</b>	<b>Fowler Construction Co Ltd</b>			
75706		19-351-9 - Bunny Tr slurry Seal E	Granular	3,866.89	
		19-351-10 - Slurry Seal Farley R	Granular	2,849.28	
		16-375 - Gravel-Summer Mainte	Granular	2,423.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,009.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1,167.65 NL	10,149.56
<b>2352</b>	<b>2024-07-29</b>	<b>Freightliner North Bay</b>			
IN10679		16-404 - 2017 Freightliner Singl	Parts	73.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.09	

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Invoice #		GL Account				
		99-999-1 - HST (Statistical) Non-		HST Tax Code	9.36 NL	81.36
IN10272		16-404 - 2017 Freightliner Single		Parts	178.59	
		11-210-2 - A/R HST Receivable		HST Tax Code	19.73	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	22.82 NL	198.32
				Payment Total:		279.68
<b>2353</b>		<b>2024-07-29 Ideal Supply Company Ltd.</b>				
287937		19-813-1 - Boat Launches		Supplies	124.14	
		11-210-2 - A/R HST Receivable		HST Tax Code	13.71	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	15.86 NL	137.85
289819		16-775 - 2016 Facilities Truck - I		Supplies	15.25	
		11-210-2 - A/R HST Receivable		HST Tax Code	1.69	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	1.95 NL	16.94
294461		16-320 - Garage - Mtc/Supplies/		Supplies	32.02	
		11-210-2 - A/R HST Receivable		HST Tax Code	3.54	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	4.09 NL	35.56
296655		16-775 - 2016 Facilities Truck - I		Supplies	159.68	
		11-210-2 - A/R HST Receivable		HST Tax Code	17.64	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	20.40 NL	177.32
305658		16-404 - 2017 Freightliner Single		Supplies	20.85	
		11-210-2 - A/R HST Receivable		HST Tax Code	2.30	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	2.66 NL	23.15
310161		19-813-1 - Boat Launches		Supplies	124.14	
		11-210-2 - A/R HST Receivable		HST Tax Code	13.71	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	15.86 NL	137.85
				Payment Total:		528.67
<b>2354</b>		<b>2024-07-29 Inservus Management Systems</b>				
1953		16-222-1 - Fire-Turnout/Repair/C		Supplies	176.94	
		11-210-2 - A/R HST Receivable		HST Tax Code	19.54	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	22.60 NL	196.48
<b>2355</b>		<b>2024-07-29 Jamie Osborne</b>				
July 8/24		16-291-1 - Bld Official-Mileage		Mileage	231.00	231.00
<b>2356</b>		<b>2024-07-29 Kidd's Home Hardware</b>				
2938815		16-769 - Facilities / Parks Mainte		Hose	61.05	
		11-210-2 - A/R HST Receivable		HST Tax Code	6.74	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	7.80 NL	67.79
2940717		16-769 - Facilities / Parks Mainte		Rake, fan	61.03	
		11-210-2 - A/R HST Receivable		HST Tax Code	6.74	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	7.80 NL	67.77
16-781		16-781 - Dunchurch Dock - Bear		Supplies	57.42	
		11-210-2 - A/R HST Receivable		HST Tax Code	6.35	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	7.34 NL	63.77
				Payment Total:		199.33
<b>2357</b>		<b>2024-07-29 Mac Lang (Sundridge) Limited</b>				
CCCS206500		16-407-1 - 2022 1 Ton- Mainten:		Repairs	54.35	
		11-210-2 - A/R HST Receivable		HST Tax Code	6.00	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	6.94 NL	60.35
<b>2358</b>		<b>2024-07-29 Magnetawan Building Centre Ltd</b>				
104-105581		19-813-2 - Wah Wash Kesh Doc		Cement	30.52	
		11-210-2 - A/R HST Receivable		HST Tax Code	3.37	
		99-999-1 - HST (Statistical) Non-		HST Tax Code	3.90 NL	33.89

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2024-00090 to 2024-00109

		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
104-105524		16-781 - Dunchurch Dock - Bear	Anchor, Marine Dockcrete	130.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.38	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	16.63	NL
					144.55
				Payment Total:	178.44
<b>2359</b>		<b>2024-07-29 McDougall Energy</b>			
7279288		16-404-2 - 2020 Freightliner - Sr	Diesel	544.75	
		16-404-1 - 2017 Freightliner Sin	Diesel	544.76	
		16-411 - 2007 International - Fu	Diesel	544.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	180.51	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	208.78	NL
					1,814.79
<b>2360</b>		<b>2024-07-29 Magnetawan Truck and Trailer</b>			
2559		16-407-1 - 2022 1 Ton- Maintena	Repairs	1,001.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	110.66	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	127.99	NL
					1,112.55
<b>2361</b>		<b>2024-07-29 Pahapill and Associates</b>			
MUN679		16-120-1 - Admin - Audit Fees	Professional Services	3,561.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	393.39	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	455.00	NL
					3,955.00
<b>2362</b>		<b>2024-07-29 Parry Sound Auto Parts Co Ltd</b>			
1-2993455		16-235 - Station 1 - Boat 1	HD Deep Cycle	370.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	40.90	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	47.31	NL
					411.25
<b>2363</b>		<b>2024-07-29 Russell Christie LLP</b>			
20240715		16-120 - Admin - Legal Expense	Professional Services	1,555.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	171.85	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	198.76	NL
					1,727.68
July 15/24		16-120 - Admin - Legal Expense	Legal	3,123.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	344.97	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	398.99	NL
					3,468.14
				Payment Total:	5,195.82
<b>2364</b>		<b>2024-07-29 Whitmell, Ron</b>			
July 8/24		16-506 - Fairholme Cemetery - I	Mileage - Headstone drop o	207.90	
					207.90
<b>2365</b>		<b>2024-08-13 Adams Bros Construction Ltd</b>			
173493		16-762 - Maple Is. Park - Buildin	Mthly toilet rental - Bestwick	208.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	23.04	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	26.65	NL
					231.65
173956		16-452 - York Landfill - Maintena	Service Customer Owned T	101.76	
		16-473 - Auld Landfill - Maintena	Service Customer Owned T	101.76	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.48	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	26.00	NL
					226.00
				Payment Total:	457.65
<b>2366</b>		<b>2024-08-13 Belvedere Heights</b>			
2024 Levy Pay 2		16-628 - Belvedere Home - Ope	2024 Levy - 2nd installment	18,327.00	
					18,327.00
<b>2367</b>		<b>2024-08-13 Beverly's</b>			
July 30 2024		16-123 - Admin - Volunteer Appr	Volunteer appreciation gifts	2,011.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	222.21	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	257.01	NL
					2,234.04
<b>2368</b>		<b>2024-08-13 Brandt Sudbury</b>			

**Municipality of Whitestone**  
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		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
4208412		19-348-2 - Thum/ Fork Backhoe	Install Thumb on JD Machir	4,439.65	
		11-210-2 - A/R HST Receivable	HST Tax Code	490.38	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	567.17	NL 4,930.03
<b>2369</b>	<b>2024-08-13</b>	<b>Cedar Signs</b>			
INV/2024/3108		19-813-1 - Boat Launches	Signs	2,291.56	
		11-210-2 - A/R HST Receivable	HST Tax Code	253.11	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	292.75	NL 2,544.67
<b>2370</b>	<b>2024-08-13</b>	<b>Cloudpermit Inc.</b>			
201900925		16-285 - Bld Official - Membersh	Annual subscription fee 05/	5,088.01	
		11-210-2 - A/R HST Receivable	HST Tax Code	561.99	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	650.00	NL 5,650.00
<b>2371</b>	<b>2024-08-13</b>	<b>George Comrie</b>			
May Mileage Dif		16-091 - Council - Travel	Difference owing for May m	40.28	40.28
<b>2372</b>	<b>2024-08-13</b>	<b>District of Parry Sound.Social Service</b>			
2024 Levy - 2		16-618 - Dist. Soc. Services (DS	2024 Levy - 2nd payment	64,133.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	7,083.80	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	8,193.15	NL 71,217.38
<b>2373</b>	<b>2024-08-13</b>	<b>Fire-Alert</b>			
9538		16-239 - Station 1 - Building Mtc	Annual Fire Ext. & Emerg. L	300.17	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.16	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	38.35	NL 333.33
9537		16-777 - Municipal Building Mair	inspections	120.28	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.28	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	15.36	NL 133.56
9544		16-718 - Maple Is. Hall - Building	inspections - MI	101.56	
		11-210-2 - A/R HST Receivable	HST Tax Code	11.21	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	12.97	NL 112.77
9543		16-452 - York Landfill - Maintena	York Landfill - inspections	73.05	
		16-473 - Auld Landfill - Maintena	York Landfill - inspections	73.07	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.14	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	18.67	NL 162.26
9539		16-811 - Nursing Station Expens	Nursing Station-inspection	321.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	35.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	41.12	NL 357.44
9540		16-806 - Library - Building Maint	Library - inspection	157.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.40	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	20.12	NL 174.92
9542		16-731-1 - 2125 HWY 124 - Buil	The Grange & Twist - inspe	305.08	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.69	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	38.97	NL 338.77
9541		16-703 - Dunchurch Hall - Bld M	Community Centre - inspec	162.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.94	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	20.75	NL 180.34
9545		16-334 - Garage - Building Main	Public Works - inspection	318.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	35.18	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	40.69	NL 353.68
			Payment Total:		2,147.07
<b>2374</b>	<b>2024-08-13</b>	<b>Michelle Hendry</b>			
Aug. 6/24		16-790 - Recreation Cmttee-Pro	cupcakes for Canada Day	317.94	317.94

**Municipality of Whitestone**  
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		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>2375</b>	<b>2024-08-13</b>	<b>Hicks Morley LLP</b>			
700118		16-120 - Admin - Legal Expense	9771-1	1,246.56	
		11-210-2 - A/R HST Receivable	HST Tax Code	137.69	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	159.25	NL 1,384.25
<b>2376</b>	<b>2024-08-13</b>	<b>Janice Bray</b>			
May Mileage Dif		16-091 - Council - Travel	Difference owing for May m	48.86	48.86
<b>2377</b>	<b>2024-08-13</b>	<b>Jim Anderson Contracting Ltd</b>			
1416		16-505 - Fairholme - Grasscuttir	Cemetary grass cutting(FH,	567.36	
		16-524 - Whitestone Cemetery (	Cemetary grass cutting(FH,	236.67	
		16-515 - Maple Is. Cemetery - G	Cemetary grass cutting(FH,	307.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	122.74	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	141.96	NL 1,233.95
1410		16-505 - Fairholme - Grasscuttir	Cemetary grass cutting - Ft	567.36	
		16-524 - Whitestone Cemetery (	Cemetary grass cutting - Ft	236.67	
		16-515 - Maple Is. Cemetery - G	Cemetary grass cutting - Ft	307.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	122.74	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	141.96	NL 1,233.95
			Payment Total:		2,467.90
<b>2378</b>	<b>2024-08-13</b>	<b>Kidd's Home Hardware</b>			
2933606		16-421 - 2010 Grader - Mainten:	Supplies	35.57	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.93	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	4.54	NL 39.50
2929522		16-320 - Garage - Mtc/Supplies/	Rake, snow shovels	138.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	15.28	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	17.67	NL 153.62
2929423		16-702 - Dunchurch Hall - Suppl	Supplies	111.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.36	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	14.30	NL 124.29
2929345		16-320 - Garage - Mtc/Supplies/	Blad, oscillating tool	262.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	29.00	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	33.54	NL 291.52
			Payment Total:		608.93
<b>2379</b>	<b>2024-08-13</b>	<b>Local Authority Services Ltd.</b>			
MGBP00000671		16-110 - Admin - Office Supplies	Office Supplies	341.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.67	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	43.57	NL 378.73
MGBP00000683		16-110 - Admin - Office Supplies	Office Supplies	177.49	
		11-210-2 - A/R HST Receivable	HST Tax Code	19.60	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	22.67	NL 197.09
MGBP00000684		16-110 - Admin - Office Supplies	Paper, office supplies	161.22	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.80	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	20.59	NL 179.02
MGBP00000687		16-110 - Admin - Office Supplies	Supplies	86.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.60	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.10	NL 96.48
			Payment Total:		851.32
<b>2380</b>	<b>2024-08-13</b>	<b>Magnetawan Building Centre Ltd</b>			
102-57239		16-110 - Admin - Office Supplies	Water	14.37	
		11-210-2 - A/R HST Receivable	HST Tax Code	1.59	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.84	NL 15.96

**Municipality of Whitestone**  
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Payment # Invoice #	Date	Vendor Name GL Account	EFT GL Transaction Description	Detail Amount	Payment Amount
<b>2381</b>	<b>2024-08-13</b>	<b>McDougall Energy</b>			
7304049		16-408 - 2022 5 Ton - Fuel	Regular Gas with Ethanol	356.16	
		16-394-2 - 2018 Dodge Ram 20	Regular Gas with Ethanol	356.16	
		16-776 - 2016 Facilities Truck - I	Regular Gas with Ethanol	180.02	
		11-210-2 - A/R HST Receivable	HST Tax Code	98.56	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	114.00	NL 990.90
7304048		16-423 - 2010 Grader - Fuel	Dyed Diesel	467.66	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.65	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	59.74	NL 519.31
			Payment Total:		1,510.21
<b>2382</b>	<b>2024-08-13</b>	<b>Moore Propane Limited</b>			
1333941		16-741-1 - Pavilion-Heating	Renewal July 31/24 - July 3	61.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.74	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	7.80	NL 67.80
1333942		16-329 - Garage - Heating	Y1000-Renewal July 31/24	61.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.74	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	7.80	NL 67.80
			Payment Total:		135.60
<b>2383</b>	<b>2024-08-13</b>	<b>Magnetawan Truck and Trailer</b>			
2568		16-404-3 - 2020 Freightliner Sn	Repairs	246.08	
		11-210-2 - A/R HST Receivable	HST Tax Code	27.18	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	31.44	NL 273.26
<b>2384</b>	<b>2024-08-13</b>	<b>Point To Point Communications</b>			
0000270906		16-245 - Station 1 - Radio Equip.	Service call	378.06	
		16-263 - Station 2 - Radio Equip	Service call	378.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	83.52	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	96.60	NL 839.64
<b>2385</b>	<b>2024-08-13</b>	<b>Quadbridge Inc.</b>			
INQ27380		16-113 - Admin - Office Equipme	Ewaste	340.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.64	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	43.54	NL 378.50
<b>2386</b>	<b>2024-08-13</b>	<b>Ricoh Canada Inc.</b>			
SCO94547504		16-113 - Admin - Office Equipme	Copy usage	316.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	34.95	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	40.42	NL 351.34
<b>2387</b>	<b>2024-08-13</b>	<b>SDB Truck &amp; Equipment Repairs</b>			
13498		16-248 - Stat 1 - Pumper #1 /Pui	Safety inspection	508.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	56.20	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	65.00	NL 565.00
13499		16-242 - Station 1 - Rescue #1 li	Safety Inspection - B Servic	356.16	
		11-210-2 - A/R HST Receivable	HST Tax Code	39.34	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	45.50	NL 395.50
13403		16-250 - Station 1 - Truck #10	inspection	386.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	42.71	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	49.40	NL 429.40
13500		16-261 - Station 2 -Tanker- Inspi	Safety inspection	508.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	56.20	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	65.00	NL 565.00
			Payment Total:		1,954.90
<b>2388</b>	<b>2024-08-13</b>	<b>Trans Canada Safety Star Life</b>			

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EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
55185		16-222-1 - Fire-Turnout/Repair/C	Supplies	45.24	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.00	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	5.78	NL 50.24
<b>2389</b>	<b>2024-08-13</b>	<b>The Water Healer Corp.</b>			
1995		16-778 - Water Maintenance	PAC 5 Gallon	897.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	99.14	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	114.66	NL 996.66
<b>2390</b>	<b>2024-08-13</b>	<b>Whitmell, Ron</b>			
July 2024		16-501 - Cemetery - Audit	Cemetary	350.00	350.00
July 31 2024		16-501 - Cemetery - Audit	Staking fee	175.00	175.00
			Payment Total:		525.00
<b>2391</b>	<b>2024-08-13</b>	<b>Wendy Schroeder</b>			
Aug 1/24		16-790-4 - Recreation - Swim Pr	Swim program bbq supplies	99.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.97	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	12.69	NL 110.30
			Total EFT:		235,003.15

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
<b>1</b>	<b>2024-07-23</b>	<b>TD Visa</b>			
Visa July MH		16-126 - Admin - Communicatioi	Visa July MH	149.99	
		16-790-4 - Recreation - Swim Pr	Visa July MH	186.25	
		16-126 - Admin - Communicatioi	Visa July MH	53.93	
		16-710 - Dunchurch Hall -High S	Visa July MH	142.46	
		16-790 - Recreation Cmttee-Pro	Visa July MH	110.70	
		16-843 - Planning & Developmei	Visa July MH	15.18	
		16-126 - Admin - Communicatioi	Visa July MH	37.08	
		16-484-3 - Misc. Initiatives	Visa July MH	325.67	
		16-115 - Admin - Computer Supj	Visa July MH	267.64	
		11-210-2 - A/R HST Receivable	HST Tax Code	123.35	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	142.65	NL 1,412.25
<b>2103.50</b>	<b>2024-07-29</b>	<b>Receiver General</b>			
July Fire/Counc		12-331 - Payroll Deductions	July 1 - 30/24 Council/Fire [	2,103.50	2,103.50
<b>2996.48</b>	<b>2024-07-29</b>	<b>Minister Of Finance</b>			
June Admin		12-332 - Employer Health Tax	Jun 1 - 30 Admin Remittanc	2,996.48	2,996.48
<b>300.16</b>	<b>2024-07-29</b>	<b>Minister Of Finance</b>			
July Fire/Coun		12-332 - Employer Health Tax	July 1 - 31 Fire and Council	300.16	300.16
<b>44587.60</b>	<b>2024-07-29</b>	<b>Receiver General</b>			
June Admin		12-331 - Payroll Deductions	Jun 1 - 30/24 Admin Remitt:	44,587.60	44,587.60
<b>4500</b>	<b>2024-07-29</b>	<b>Quadient Canada Ltd.</b>			
July 2024		16-106 - Admin - Postage Exper	Postage	4,500.00	4,500.00
<b>765.31</b>	<b>2024-07-29</b>	<b>TD Visa</b>			
July 2024 Visa		11-223 - Due to Due (from) Libre	July 2024 Library	765.31	765.31
			Total Other:		56,665.30



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2024-08-07 11:34 AM

**Municipality of Whitestone**  
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Total AP: 595,241.60

Report prepared for Council August 7, 2024



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Maneesh Kulal, Treasurer

# STAFF REPORTS



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Public Works

**Agenda Date:** August 20, 2024

**Report No:** PW-2024-09

### **Subject:**

Consideration for Municipal Assumption of a Public Boat Launch for Access to Snakeskin Lake in Whitestone: Evaluating Current Utilization of Dual Public Boat Launches on Crown Land

### **Recommendation:**

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2024-09 (Consideration for Municipal Assumption of a Public Boat Launch for Access to Snakeskin Lake in Whitestone: Evaluating Current Utilization of Dual Public Boat Launches on Crown Land) for information.

### **Background:**

In light of the request from Council in September of 2023, this update aims to provide a detailed analysis regarding the potential municipal assumption of a public boat launch for access to Snakeskin Lake in Whitestone. This overview will address the various factors that influence the decision-making process surrounding the municipality's consideration of taking on this responsibility.

Historically, Whitestone has been presented with opportunities to assume control over a boat access point leading to Snakeskin Lake, yet the municipality has opted not to pursue these options. This decision reflects a broader strategy concerning the management of recreational access on Crown land. It is essential to evaluate the implications of this choice, as it has shaped the current landscape of public access to the lake. The absence of municipal involvement has left the existing boat launches functioning without the support of local governance, raising questions about their maintenance, accessibility, and overall utilization.

Currently, there are two public boat launches on Crown land that serve as access points to Snakeskin Lake. An assessment of these sites will be included in this update, highlighting their usage patterns, condition, and any potential concerns arising from the lack of municipal management. By examining these elements, we can better understand the implications of Whitestone's historical decisions and the prospects for future involvement in providing recreational access to this valuable natural asset.

This comprehensive evaluation will serve as a basis for informed discussions among Council members about the potential benefits and challenges of assuming responsibility for a public boat launch at Snakeskin Lake.

There are two boat launches being used to access Snakeskin Lake:

1. The first is located along the western boundary of David Williamson property, Part of Lot 4, Concession 9 in the Township of East Burpee.
2. The second is located off Snake Trail to the east of Snakeskin Creek crossing.

### **1. Background for Location along the Western Boundary of David Williamson Property:**

Historical evidence indicates the boat launch has been in use since as early as 1930. A survey from 1954 shows an intended access road west of the current David Williamson property, which now straddles the property line and the municipal shore road allowance. The boat launch has limited parking space for about six trucks with small boat trailers and faces logistical challenges with trailer maneuverability. Additionally, part of the boat launch encroaches on Mr. Williamson property, which has led to disputes over the years.

The aerodrome features an extensive network of docks that serve as an airport of entry for passengers arriving by seaplane. There is as little as six (6) meters (twenty (20) feet) separating the existing boat launch and the Aerodrome docks. Over the years, there have been ongoing conflicts between Mr. Williamson and the individuals using the boat launch due to the lack of separation between boat launching and plane landing activities.

West Parry Sound Geography Network has a boat launch symbol located on the west side of Mr. Williamson property.

### **2. Background for Location off Snake Trail to the East of Snakeskin Creek:**

This boat launch is accessed via a modest forestry road improved in recent years, featuring two (2) inch minus gravel and a cleared landing area used for logging operations and parking. While it is suitable for small boats, the creek between the launch and Snakeskin Lake may have shallow spots, which could pose navigation challenges. The recent construction of a large landing from the timber operation on Snakeskin Trail can accommodate the larger trailers that are becoming more common during hunting season.

### **Analysis:**

The Municipality of Whitestone is characterized by expansive tracts of undeveloped land, interspersed with freshwater lakes, rivers, and wetlands. Eighty percent of Whitestone's land area is Crown land. The public has accessed the numerous lakes and rivers situated on this Crown land, similar to this location.

### **Boat Launch 1 (Adjacent to Mr. Williamson Property):**

- Requires moving the road and boat launch westward to buffer the aerodrome and property lines.

- Estimated cost: \$25,000 for permits, grading, gravel, removal of trees, work in shallow bog, may require specialized geomesh to cross bog and prevent gravel from disappearing in the bog, signage, and two weeks of Public Works crew time and equipment use.
- **Pros:** Historical access point.
- **Cons:**
  - Existing disputes and encroachment issues.
  - Proximity to aerodrome increases safety concerns.
  - High cost estimate of \$25,000 with potential ongoing conflicts.
  - The waterfront features a shallow soft bog frontage that presents significant challenges for construction and would necessitate in-water work. Obtaining a permit for in-water works is expected to be difficult.
  - Suitable for small boats

#### **Boat Launch 2 (Adjacent to Snakeskin Creek):**

- Requires A gravel, grading, removal of trees, and signage for the access road and parking.
- Estimated cost: \$14,000 for permits, grading, gravel, signage, and one week of Public Works crew time and equipment use.
- **Pros:**
  - Less contentious location.
  - Easier to develop and maintain.
  - Lower cost estimate of \$14,000.
- **Cons:**
  - Creek has shallow portions which may be a challenge at the height of summer
  - Suitable for small boats

#### **Options:**

1. **Do Nothing:**
  - Rationale: Majority of land in Whitestone is Crown land with existing public access similar to this location.
  - Viable long-term solution, maintaining the status quo with no additional expenditures.
  - Draft Budget: \$0
2. **Improve Boat Launch 2 (Snakeskin Creek):**
  - Pursue land use agreements and required work permits.
  - Viable solution with a draft budget of \$14,000
3. **Improve Boat Launch 1 (Adjacent to Mr. Williamson Property):**
  - Pursue land use agreements and in water work permits, and address ongoing disputes.
  - Draft Budget: \$25,000

#### **Financial Considerations:**

Careful consideration has been given to budget constraints and strategic priorities to maximize benefits for residents and visitors within our financial resources.

**Link to Strategic Plan:**

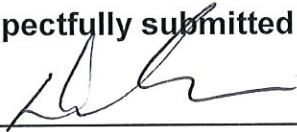
**5. Maintenance of Our Infrastructure:**

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

**Conclusion:**

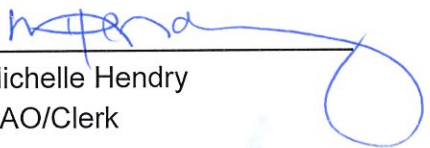
The analysis and options presented highlight the complexities and financial implications of assuming a boat launch that is currently not owned or managed by the Municipality. Protecting municipal interests while balancing budget limitations and community needs is crucial. The recommended action is to maintain the status quo at this time.

**Respectfully submitted by:**



David Creasor  
Manager of Public Works

**Reviewed by:**



Michelle Hendry  
CAO/Clerk

**ATTACHMENT 1 –**

Map of Snakeskin Lake/ possible boat launch location 1 historic Snakeskin Lake boat launch adjacent aerodrome

**ATTACHMENT 2 –**

Map of Snakeskin Trail / possible boat launch location 2 historic Snakeskin Trail boat launch adjacent to Snakeskin Creek

**ATTACHMENT 3 –**

Map of Snakeskin Lake / possible boat launch location 1 historic Snakeskin Lake boat launch adjacent aerodrome and location 2 historic Snakeskin Trail boat launch adjacent to Snakeskin Creek

ATTACHMENT 1 – Map of Snakeskin Lake/ possible boat launch location 1 historic Snakeskin Lake boat launch adjacent aerodrome



ATTACHMENT 2 – Map of Snakeskin Trail / possible boat launch location 2 historic Snakeskin Trail boat launch adjacent to Snakeskin Creek





ATTACHMENT 3 – Map of Snakeskin Lake / possible boat launch location 1 historic Snakeskin Lake boat launch adjacent aerodrome and location 2 historic Snakeskin Trail boat launch adjacent to Snakeskin Creek





## Municipality of Whitestone Report to Council

**Prepared for:** Council

**Department:** Planning

**Agenda Date:** August 20, 2024

**Report No:** PLN-2024-03

**Subject:**

Planning Services Statistic Q2, 2024

**Recommendation:**

**THAT** the Council the Municipality of Whitestone receive Report PLN-2024-03 (Planning Services Statistic Q2, 2024) for information.

**Analysis:**

Applications received and in progress:

	Q2	TOTAL January 1 <sup>st</sup> to June 30 <sup>th</sup> , 2024
<b>PARRY SOUND AREA PLANNING BOARD</b>		
Consent applications	1	5
Subdivision applications	0	0
<b>MUNICIPALITY OF WHITESTONE</b>		
Zoning By-law Amendment	0	1
Official Plan Amendment	0	0
Deeming By-law	0	0
Shore Road Allowance	0	1
Concession Road Allowance	0	0
Minor Variance	1	1

**Financial Considerations:**

Municipal Planner (MHBC) invoices paid from April 30, 2024 to June 30, 2024.

File Name	Recoverable	Non Recoverable
Hisey, Heather / Manery, Susan (Consent No. B57/2022)	\$ 945.35	
Strong, Julie (Consent No. 39/2023)		\$ 801.36
Question and Answer session with Council – April 16, 2024		\$ 638.55
Duprey – review of Section 51(26) Consent Agreement		\$ 225.91
<b>TOTAL</b>	<b>\$ 945.35</b>	<b>\$1,665.82</b>

**Total Planning revenue (April 30 to June 30, 2024)**  
\$5,024.95

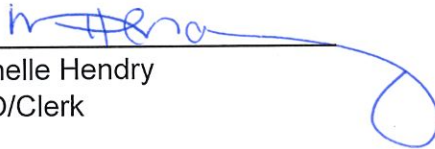
**Total Planning revenue (January 1 to June 30, 2024)**  
\$12,043.02

**Link to Strategic Plan:**  
Fiscal Responsibility and Accountability

**Submitted by:**

  
\_\_\_\_\_  
Paula Macri  
Planning Assistant

**Reviewed by:**

  
\_\_\_\_\_  
Michelle Hendry  
CAO/Clerk



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Building

**Agenda Date:** August 20, 2024

**Report No:** BLDG-2024-03

### **Subject:**

Building Services update and Building Permit activity – April 1 to June 30, 2024.

### **Recommendation:**

THAT the Council of the Municipality of Whitestone does hereby receive report BLDG-2024-03 (Building Services update and Building Permit activity – April 1 to June 30, 2024) for information.

### **Background:**

The purpose of this report is to update Council on matters such as:

- Building Permit activity within the Municipality (April 1 to June 30, 2024),
- The general activities of the Building Department.

### **Analysis:**

From April 1st to June 30th, 2024, the Municipality received a total of thirty-one (31) building permit applications which is down eight (8) for the same period last year. The total number of building permit applications received from January 1st to June 30th is fifty-four (54) which is down two (2) from the same period last year

The number of permits for new construction issued from April 1st to June 30th is thirty-two (32) which is down two (2) for the same period last year. Additionally, two (2) demolition permits were issued. The total number of building permits for new construction issued from January 1st to June 30th is forty-eight (48) which is up two (2) from the same period last year. Additionally, four (4) demolition permits were issued. See Schedule "A" for Q2 month-to-month statistics.

### **General Building Department activities included:**

- Monthly updates to Tarion, MPAC, Statistics Canada.
- Civic Address numbers assigned; data base updated.
- Building Permit applications reviewed.
- Researched and responded to general inquiries concerning zoning and building related questions, met with members of the public to discuss questions involving current and potential projects.

- Minor Variance & Re-Zoning reports and pre-consultations.
- Conducted inspections, prepared reports and researched findings
- Continued to work on non-complying projects; issued orders and followed up on orders.
- Records management – creating digital property roll files indicating all Building Permit activity/history.

From January 1<sup>st</sup> to June 30<sup>th</sup> seventy-two (72) building permit files have been closed. Additionally, six (6) occupancy permits were issued.


**Financial Considerations**

Construction value to date (January 1 – June 30) is \$6,710,720.00

**Link to Strategic Plan:**

In support of the high- level objectives of the Strategic Plan: Communication, Fiscal responsibility.

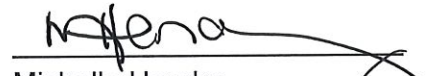
**Respectfully submitted by:**



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Jamie Osborne  
CBO

**Reviewed by:**



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Michelle Hendry  
CAO/Clerk

**Attachments:**

**Schedule A:** Month to month statistics, Q2.

<b>2023 Month to Month Statistical Review</b>		<b># of Permits</b>	<b>Construction Value</b>	<b># of Permits</b>	<b>Construction Value</b>	<b># of Permits</b>	<b>Construction Value</b>
<b>Residential:</b>		<b>APRIL</b>		<b>MAY</b>		<b>JUNE</b>	
Single Family Dwelling (SFD)	1	\$336,420.00	1	\$40,000.00	1	\$270,570.00	
Seasonal Dwelling (Cottage)	2	\$809,260.00	4	\$1,003,785.00	1	\$51,675.00	
Renovation/Addition	2	\$180,000.00	2	\$91,500.00	1	\$128,415.00	
Garage/Shed	2	\$438,400.00	4	\$185,360.00	1	\$3,000.00	
Deck/Porch	1	\$17,000.00	1	\$5,000.00	1	\$14,350.00	
Docks	2	\$10,000.00	3	\$38,000.00	2	\$7,000.00	
Demolition	2	N/A					
<b>Commercial</b>							
<b>TOTAL</b>	<b>12</b>	<b>\$1,791,080.00</b>	<b>15</b>	<b>\$1,363,645.00</b>	<b>7</b>	<b>\$475,010.00</b>	<b>\$3,629,735.00</b>

**Comparable Statistics 2023-2020**

<b>End of Q1 &amp; Q2 Combined Totals:</b>	<b># of Permits</b>	<b>Construction Value</b>	
2024	52	\$6,710,720.00	as of June 30, 2024
2023	46	\$5,506,790.00	
2022	70	\$6,278,338.00	
2021	81	\$6,462,914.00	

**SCHEDULE A**



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Fire and Rescue

**Agenda Date:** June 30, 2024

**Report No:** FIRE-2024-02

### **Subject:**

Fire and Rescue Services activity – April 1, to June 30, 2024

### **Recommendation:**

THAT the Council of the Municipality of Whitestone receive for information Report FIRE-2024-02 (Fire and Rescue Service activity – April 1, to June 30, 2024).

### **Background:**

The purpose of this report is to report to Council on various activities and matters related to the Fire and Rescue Services for the second quarter of 2024.

### **Call for Service:**

**Whitestone Fire Rescue responded to 51 calls for service from April 1, to June 30, 2024.**

### **Fire calls: 6**

- RV camper on fire that spread to the side of the house and into the bush. RV was destroyed, minimal damage to house siding melted
- Hydro wires down, tree on fire HWY 520
- Grass fire
- Pickup truck fire
- Chimney fire
- Structure Fire, patient with burn to legs

### **Medical calls :39**

- (15) Chest pain
- (7) Shortness of breath
- (6) Trans ischemic attacks (TIA - Mini strokes)
- (1) Patient fell off horse
- (2) Fall fractured
- (3) Strokes
- (3) laceration

**Note**

Fire Department was paged out to meet a car at the Fire Hall that was coming in with a patient having chest pain, while treating the patient with chest pain, a 2<sup>nd</sup> patient came in by boat to the Fire Hall with a severe laceration to leg.

While on scene of a structure fire, the fire department was paged out to a patient having a stroke. One firefighter in Rescue#1 responded to the patient having a stroke; Highway 520 was temporarily closed so Air Ornge could land and transport the patient.

**Sudden Death / Vital Signs Absent (VSA): 2**

- patient VSA; CPR started and patient was hooked up to a defib; no shock advised.
- VSA, on-scene bystanders performing CPR, Fire Department revived patient with one defibrillation shock; transported to WPSHC; firefighter assisted EMS with patient care to WPSHC.

**Motor vehicle collisions (MVC): 2**

- HWY 124, two (2) patients treated at scene by Fire Department, one transported to WPSHC by EMS; invoice submitted to Highway Incident Claims Unit for **\$2,519.37**
- HWY 124 at East Town Line Road single vehicle rollover into the rocks; (4) occupants in vehicle; (3) left scene before Fire arrived. One patient treated at scene by Fire Department; invoice submitted to Highway Incident Claims Unit for **\$4,198.95**.

**Overdose: 0****Mutual aid calls:2**

- Assist OPP to locate overdue kayakers, kayakers returned home safely; Fire Department cancelled call.
- Fire Department called to McKellar; boat overturned, patient in water.

**Enforcement calls: 2**

- Two (2) POA tickets issued under the Municipal of Whitestone Open Air Burning By-law 37-2020: start fire without permit **\$245.00**; failed to have means to extinguish fire **\$245.00**

**Inspection order: 1**

- Inspection order made under Section 21 of the Fire Prevention Act ,1997; complied with and signed off.

**Training:**

- Regular bi-weekly training and Equipment vehicle check at Station# 1
- Regular bi-weekly Equipment vehicle checks at Station#2



- Five (5) new Firefighter have completed the NFPA 1001 and are waiting to be tested
- New Fire pumper arrived at the end April; training sessions for driving, pumping water and drafting water have been held; firefighters have been going over check list
- Training on new/used Hurst ram and new/used two tool power unit; these tools are required and were obtained by the Fire Department at no cost
- On May 13, 2024 six Firefighters from Whitestone attended the OFM Mobile live fire training trailer in Magnetawan along with firefighters from Magnetawan and Burks Falls. Firefighters performed interior suppression of a kitchen fire and a basement fire, interior search and Rescue, Command Seat up and pumps ops

**Fire prevention initiatives:**

- After School fire drill with the after-school program x 3
- Fire Inspection for rental unit license completed - 17
- Fire safety presentation at Seniors Lunch and Learn
- Fire Department participated with lighting the camp fire for the Indigenous full moon ceremony along with recreation committee
- Opened the Fire Hall for tours and to hand out fire safety information on June 30 for Canada Day Firefighters on standby for cardboard boat races, and fireworks

**Public outreach and Education:**

- Fire Department filled up water tankers at Maple Island and Fairholme cemeteries so that visitors can water plants and flowers at the plots of loved ones.
- Fire permits issued for day time burning of brush / leaves - 8

**Financial Considerations**

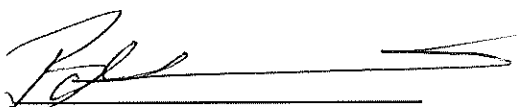
No additional costs beyond approved budget:

Revenue: \$ 6,718.32

**Link to Strategic Plan:**

In support of the high-level objectives of the Strategic Plan:  
Communication, Fiscal responsibility

**Respectfully submitted by:**



Bob Whitman

Fire Chief

## By-law Enforcement Report - Q2 2024

Law N Mowers

July 15, 2024.

Municipality of Whitestone  
21 Church St.  
Dunchurch, On.  
POA 1G0

Dear Mrs. Hendry,

**Re: Mid Year report From January 1, 2024 to June 30, 2024.**

Number of Calls:	92
Response Time:	135 hours
Meetings:	11 Hours
Court Preparations and Procedures:	7 Hours
Council Meetings Attended:	2

The Recovery Cost will be included in the Year End Report.

Type of Calls pertained to: Noise, Dogs, Parking, Zoning, Civil (Private) Issues and Trespassing.

No mischief or vandalism was observed by me during my patrols.

I took two online courses: Accessibility for Ontarian with Disability Act and Ontario Human Rights Act.

I presently have two Zoning By-Law charges before the Ontario Provincial Court. These charges were laid on October 11, 2022 and are now combined with eight additional charges under the Building Code which were laid by our Chief Building Official on May 29, 2024. A new court date is set for August 27, 2024 for all 10 charges.

No new charges were laid during the first six months of 2024. All By-law violations and calls to By-law Enforcement were addressed and resolved.

During my vacation in April, the Alternate By-law Enforcement Officer was available to respond to calls. No issues to respond to occurred during that time.

I will continue to patrol Municipal Properties including Landfill Sites unless I am instructed otherwise.

If you require additional information regarding this report please contact me.

Paul Rossiter  
By-Law Enforcement Officer.



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Finance

**Agenda Date:** Aug 20, 2024

**Report No:** FIN-2024-10

**Subject:**

Budgetary Control Report for the six months ending June 30, 2024.

**Recommendation:**

THAT the Council of the Municipality of Whitestone receives for information Report FIN-2024-10 (Budgetary Control Report for the six months ending June 30 2024); and

THAT Staff continue to keep Council updated with quarterly Budgetary Control Reporting.

**Analysis:**

**Revenues**

Approximately 27% under budget (unfavourable) for the six months ending June 30, 2024. Final Ratepayer Billing to occur in July 2024. Federal and Provincial funding still to be received.

**Expenses**

Approximately 55% under budget (favourable) for the six months ending June 30, 2024.

**Capital**

Approximately 37% under budget ((unfavourable) for the six months ending June 30, 2024.

**External Levy Payments**

- DSSAB paid quarterly
- Ontario Provincial Police Levy paid monthly
- Ambulance Levy paid 100% at the beginning of the year
- Belvedere Heights (\$43,350 paid; remaining \$18,327 paid in Aug, 2024)
- North Bay Health Unit paid monthly

**Grants received**

- Ontario Municipal Partnership Fund (OMPF) received quarterly
- OCIF received 100%
- Canada Community Building Fund Received (Gas tax) expected in Q4
- NORDS funds for gravel expected in Q3

Reserve allocations are done at the year-end.

**Financial Considerations:**

Revenue, Operating and Capital budgets are under budget for the six months ending June 30, 2024 as noted above.

**Next Steps:**

Continue to update Council on a quarterly basis.

**Link to Strategic Plan:**

- 2. Fiscal Responsibility and Accountability

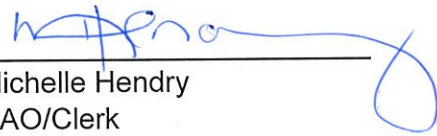
**Respectfully submitted by:**



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Maneesh Kulal  
Treasurer / Tax Collector

**Reviewed by:**



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Michelle Hendry  
CAO/Clerk

**Attachments:**

- Attachment A - Expenses
- Attachment B - Revenues
- Attachment C - Capital

## Municipality of Whitestone

2024 Budgetary Control Report	Budget	Actual 2024	Var		
	2024	As of 31 Jul 2024	Fav -(Unfav)		
Expenses					Comments
<b>General Government</b>					
16-090 - Council -Fees	123,550	61,749			
16-091 - Council - Travel	2,000	2,161			
16-092 - Council - Miscellaneous	7,000	4,740			
16-093 - Council Electronic Device Allowance	3,000	3,000			
16-093-1 Council Insurance	2,370	988			
16-094 - Council Health Benefits	21,725	9,738			
16-100 - Admin - Salaries	614,123	308,832			
16-101 -Admin - Benefits	36,414	10,851			
16-102 - Admin - Travel Expenses (mileage and meals)	2,270	801			
16-103 - Admin - Membership/Subscriptions	5,500	4,077			
16-104 - Admin - Training Expenses (conferences and training courses)	4,500	1,738			
16-106 - Admin - Postage Expenses	11,000	4,717			
16-107 - Admin - Insurance	36,830	12,171			
16-108 - Admin - Advertising	7,500	890			
16-109 - Admin - Telephone	4,100	2,195			
16-110 - Admin - Office Supplies	9,000	2,670			
16-113 - Admin - Office Equipment	7,500	4,016			
16-115 - Admin - Computer Supplies/Support	25,000	11,963			
16-116 - Admin - Tax Notices \Forms	1,000				
16-117 - Admin - Tax Registrations					
16-118 - Admin - Financial Expense	12,000	3,772			
16-119 - Admin - MPAC Fees	79,019	59,264			
16-120 - Admin - Legal Expenses	75,000	15,178			
16-120 - 1- Admin - Auditor	14,000	8,141			
16-121 - Admin - Election	1,865	1,679			
16-122 - Admin - Donation	10,000	9,750			
16-123 - Admin - Volunteer Appreciation	12,000				
16-124 - Admin - Taxes Written Off	5,000				
16-126 - Admin - Communications	10,000	3,485			
16-131 - HR Contingency	35,000				
16-134- Dist Parry Sound Municipal Asso.MTG	0				
16-150 - Office - Heating/Hydro	7,200	4,030			
16-151 - Office - Building Maintenance		647			
16-153 - Office - Janitorial Supplies	500	313			
16-161 - Web Site - Maintenance/Wages	7,000	6,314			
16-162 - High Speed Internet	1,900	1,160			
16-163 Asset management reserve contribution	288,985				
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,483,850</b>	<b>561,030</b>	<b>922,820</b>	<b>62%</b>	
<b>Protection to Persons &amp; Property</b>					
<b>Fire</b>					
16-201 - Fire - Firefighters Wages	101,242	43,335			
16-202 - Fire - Training	10,000	1,752			

## Municipality of Whitestone

2024 Budgetary Control Report	Budget	Actual 2024	Var		
	2024	As of 31 Jul 2024	Fav -(Unfav)		
16-202-1 Fire - New Recruitments	18,000	245			
16-203 - Fire - Advertising	100				
16-204 - Fire - Workplace Safety Ins	8,000	771			
16-205 - Fire - Ambulance Dispatch	4,263				
16-206 - Fire - Insurance	37,096	13,145			
16-206 - 1 Fire - Insurance Helipad Ins	2,527	2,527			
16-207 - Fire - Drivers Exams	600				
16-208 - Fire - Prevention/Education	2,160	1,102			
16-209 - Fire - Memberships/Mutual Aid	545	665			
16-210 - Fire - Misc	2,000	362			
16-212 - Fire - Radio Tower & Air	1,896	719			
16-213 - Fire - Radio Licenses	1,000	1,675			\$1000 for Fire department \$675 for Road department
16-216 - Fire - Permits	2,600				
16-218 - Fire - Stand Pipe	500	669			
16-219 - Fire - Air Bottle Hydrostating	1,000				
16-220 - Forest Fire Expense (MNR)	400				
16-222 - Fire - Bunker/Safety/Uniforms	5,800	2,743			
16-222-1 Fire - Turnout/Repair/Cleaning	2,400				
16-223-Fire Vehicle Equipment reserve	10,000				
16-223-3 Fire - CPA Fire Cost	1,086				
16-224 Fire Forest Fire Reserve	0				
16-224-1 Fire Pump reserve	125,000				
16-225 - Fire - Hose Replacement	1,000	244			
16-227 - Fire - Office Supplies					
16-229 - Fire - Mileage	200				
16-232 - Station 1 - Hydro	7,000	3,800			
16-233 - Station 1 - Minor Purchases	3,600				
16-234 - Station 1 - Fuel & Oil	7,000	2,546			
16-235 - Station 1 - Boat 1	554				
16-236 - Station 1 - Heating	2,500				
16-237 - Station 1 - Telephone	900	518			
16-238 - Station 1 - Supplies	1,065	90			
16-239 - Station 1 - Building Maintenance	1,000	2,232			Over budget due to generator maintenance
16-240 Station 1 - Internet	0				
16-241 - Station 1 - Inspections & Repairs	750				
16-242 - Station 1 - 5610 Insp/Repairs (Van)	2,000	762			
16-243 - Station 1 - Snowmobile Inspection/Repairs	200				
16-245 - Station 1 - Radio Equipment/Repairs	1,500				
16-248 - Station 1 - Pumper #1 /Pumpe #2 Inspection/Repairs	3,400	1,207			
16-248-1 - Station 1 - Pumpe #2 Inspection/Repairs					
16-250 - Station 1 - Truck #10	2,700	428			
16-251 - Station 2 - Hydro	1,255	308			
16-252 - Station 2 - Minor Purchases/Hose	3,400	1,885			
16-253 - Station 2 - Fuel & Oil	1,000				
16-254 - Station 2 - 5623 Insp/Rep (Van)	2,000	1,247			
16-255 - Station 2 - Boat 2	554				
16-256 - Station 2 - Heating	5,000	1,690			

**Municipality of Whitestone**

<b>2024 Budgetary Control Report</b>	<b>Budget</b>	<b>Actual 2024</b>	<b>Var</b>		
	<b>2024</b>	As of 31 Jul 2024	<b>Fav -(Unfav)</b>		
16-257 - Station 2 - Telephone	950	541			
16-258 - Station 2 - Supplies	1,000	92			
16-259 - Station 2 - Building Maintenance	316	196			
16-260.-1Helipad Maintenance	7,500				
16-261 - Station 2 - Tanker Inspection/Repairs	1,700				
16-262 - Station 2 - Internet	2,200	769			
16-263 - Station 2 - Radio Equipment/Repairs	1,200				
16-264 - Station 2 - Snowmobile Inspection/Repairs	200				
16-265 - Fire Rating Signs (3)	650	611			
16-267 - Fire Pro	1,300	437			
16-268 - SCBA Testing	1,500				
16-269 - Cell Phone	400				
16-269-1 - Argo/Trailer	400				
16-271 Defibrillator Expense	1,500	161			
16-272-1 - Jaws Mtce/Training	500				
<b>Total Fire</b>	<b>408,108</b>	<b>89,473</b>	<b>318,636</b>	<b>78%</b>	
<b>Other Protection</b>					
16-270 - Emergency Plan	5,724				
16-272 - Biosphere Monitoring (GBB)	0				
16-273 - Animal Control	300				
16-273 - 1 - Wildlife Compensation Prog	300				
16-274 - Policing Levy	408,081	133,836			
16-274-1- Police Services Board	2,000				
16-275 - By-Law Enforcement	24,000	8,700			
<b>Total Other Protection</b>	<b>440,405</b>	<b>142,536</b>	<b>297,869</b>	<b>68%</b>	
<b>Building Department</b>					
16-280 - Salaries and Benefits	126,384	67,315			
16-279 - Building Department Truck Fuel	1,050	200			
16-281 Supplies	2,500				
16-283-1 Cell Phone	450	235			
16-284 - Training/Seminar	1,000	1,168			
16-285 Memberships	6,000				
16-290 - Truck Maintenance/Insurnace	4,206	1,096			
16-291-1 Mileage	300				
	141,890	70,014			
<b>TOTAL PROTECTION TO PERSONS &amp; PROPERTY</b>	<b>990,404</b>	<b>302,023</b>	<b>688,381</b>	<b>70%</b>	
<b>Transportation Services</b>					
<b>Operating Expenses</b>					

Municipality of Whitestone

2024 Budgetary Control Report	Budget	Actual 2024	Var		
	2024	As of 31 Jul 2024	Fav -(Unfav)		
16-300 - Roads - Wages	513,338	270,008			
16-302 - Roads - Benefits & WSIB	42,580	19,404			
16-303 - Roads - Office-Supplies/Memberships	1,300	1,102			
16-304 - Roads - Office-Training	4,500	1,983			
16-305 Road Misc Visa Unallocated					
16-306 - Roads - Office-Tower/Radio Licences	1,200				
16-310 - Roads - GPS Maintenance	2,850	2,315			
16-311 Road Washout	8,000	8,047			Complete
16-316 - Garage - Miscellaneous	1,200	858			
16-320 - Garage - Mtc/Supplies/Tools	13,000	9,477			
16-321 - Garage - High Speed Internet	1,852	641			
16-322 - Roads - Cell Phone	1,652	665			
16-323 - Garage - Hydro	2,800	1,039			
16-324- Garage - Telephone	720	263			
16-329 - Garage - Heating	8,000	3,746			
16-331 - Garage - Insurance	1,782	613			
16-334 - Garage - Bldg Mtce	6,500	1,475			
16-337 - Culverts - Goods & Services	4,000				
16-343 - Road Side Brushing	14,500	11,804			On going
16-342 - Invasive Species					
16-344 - Road Sweeping	4,500	4,335			Contract complete
16-350 - Ditching - Goods & Services	0				
16-355 - Beaver Dams - Goods & Services	500	700			
16-360 - Hardtop Patching - Goods & Services	7,000	2,381			
16-365 - Grading - Goods & Services	0				
16-370 - Dust Control - Goods & Services	56,000	55,442			Ongoing
16-375 - Gravel - Summer Maintenance	220,000	48,527			
16-386 - Sanding/Salting - Goods & Services	41,600				
16-389 - Road Side Grass Cutting	6,100				
16-391 - Sign/Safety - Goods & Services	5,250	4,389			
16-393 - 4 X 4 Truck - Maintenance	0				
16-394 - 4 X 4 Truck - Fuel	0				
16-394 - 1 - Dodge Ram 2018 Mtc	3,255	3,338			Ongoing Need New Winter Tires
16-394 - 2 - Dodge Ram 2018 Fuel	4,500	3,245			
16-396 - Misc MTO Vehicle Plate Renewal	9,300	214			
16-398 - Turn Around Upgrades	2,500				
16-399 - Boat Launches	0				
16-XXX Wahwashkesh Docks and log boom/					
16-XXX Bolger Lake Landing	0				
16-400-7 CN Crossing Construction	0				
16-402 2015 - Tandem Freightliner - Maintenance	24,500	13,998			
16-403 -205 Tandem Freightliner - Fuel	15,000	9,664			
16-404 - 2017Single Axle Freightlinger - Maintenance	19,000	6,106			
16-404-1 - 2017Single Axle Freightliner - Fuel	12,500	7,832			
16-404-2 2020Freightliner - Snow Plow Fuel	15,500	8,556			
16-404-3 2020Freightliner - Snow Plow Mtce	19,000	4,435			



**Municipality of Whitestone**

<b>2024 Budgetary Control Report</b>	<b>Budget</b>	<b>Actual 2024</b>	<b>Var</b>		
	<b>2024</b>	As of 31 Jul 2024	<b>Fav -(Unfav)</b>		
16-407- 2022- 5 Ton Maintenance	0				
16-407-1 2022-1 ton Maintenance	4,500	7,887			
16-408 2022 5 Ton Fuel	0	3,482			
16-408-1 2022 One Ton Fuel	7,500	2,537			
16-405 - Harris Lake Road Association	0				
16-409 - 2007 Tandem International - Maintenance	9,000	6,715			
16-411 - 2007 Tandem International - Fuel	5,500				
16-412 - 2020 Float Maintenance	1,000				
16-414 - Bunny Trail RR X - Maintenance	4,100	2,421			
16-421 - 2010 Grader - Maintenance	25,000	10,060			
16-423 - 2010 Grader - Fuel	14,500	8,283			
16-426 - 2016 Backhoe - Maintenance	0	383			
16-426-1 2022 Backhoe Maint -John Deer	4,500	3,123			
16-427 - 2016 Backhoe - Fuel Case	0				
16-427-1 2022 Backhoe Fuel John Deer	5,000	1,133			
16-439 - Road Street Lights	5,000	2,963			
16-439.-1 Hyundai Excavator Maintenance	4,500	612			
16-439-2 Hyundai Excavator Fuel	5,000	2,607			
16-439-3 Fleet Insurance	38,817	12,815			
16-440-4 Roads Grant	89,798	26,035			
16-442 Road Reserve Equipment					
16-443 Road Reserve Construction`					
<b>Loans/Debentures</b>					
16-441-11 Tandem Plow Loan (Freightliner)	25,701	25,708			
16-441-12 2022 Backhoe Loan	42,397	21,199			
16-441-13 Land (2125 Highway 124) 2022 TD Loan	66,745	33,287			
16-441-5 Roads Garage Debenture	37,281	18,640			
16-441-7 Bunny Trail Culvert Debenture	19,992	9,996			
16-441-9 Bunny Trail Construction Debenture	56,880	28,587			
16-442 1 Canning Road (resurface treatment) Debenture	9,664	4,832			
16-442-2 Balsam Road (surface treatment) Debenture	9,664	4,832			
16-442-3 Boakview Road (bridge), Whitestone Lake Road (road repair), Bunny Trail (road repair) Debenture	37,198	18,599			
16-442-4 2022 Roads Construction Loan (interest)					
16-442-5 Financing Fire Pumper Truck- - Interest Only 9 Month @ 5%	11,094				
<b>TOTAL TRANSPORTATION SERVICES INCLUDING LOAN/DEBENTURES</b>	<b>1,636,110</b>	<b>763,338</b>	<b>872,772</b>	<b>53%</b>	
	316,615	165,680			
<b>Environmental Services</b>					

**Municipality of Whitestone**

<b>2024 Budgetary Control Report</b>	<b>Budget</b>	<b>Actual 2024</b>	<b>Var</b>		
	<b>2024</b>	As of 31 Jul 2024	<b>Fav -(Unfav)</b>		
16-444-2 - Landfill Wages	149,046	50,692			
16-444-1 - York Landfill - Training	500				
16-444 - York Landfill - Miscellaneous	400				
16-446 - York Landfill - Supplies	1,200	1,034			
16-446 - 1 York Landfill - Hydro	700	135			
16-447 - York Landfill -Compaction/Cover	0				
16-448 - York Landfill - Recycling	20,000	13,613			
16-452 - York Landfill - Maintenance	3,000	1,114			
16-452-2 - York Landfill - Compactors Maintenance	3,500				
16-455 - York Landfill - Hazardous Waste	10,000				
16-456 - York Landfill - Monitoring	11,500	4,727			
16-457 - York Landfill - Heating	750	308			
16-457 - 1 - York Landfill - Internet	1,950	964			
16-459 - York Landfill - Bulk Waste	13,260	3,327			
16-466 - Auld Landfill - Supplies	1,000	740			
16-466-1 Auld Landfill - Hydro	1,100	108			
16-467 - Auld Landfill - Compaction/Cover	0				
16-468 - Auld Landfill - Recycling	10,000	4,427			
16-471 - Auld Landfill - Bulk Waste	11,300	1,868			
16-472 - Auld Landfill - Brushgrinding	19,500				
16-473 - Auld Landfill - Maintenance	2,600	804			
16-473-1 - Auld Landfill - Compactors Maintenance	1,500				
16-476 - Auld Landfill - Miscellaneous/Training	500				
16-477 - Auld Landfill - Hazardous Waste	0				
16-478 - Auld Landfill - Monitoring	6,000	2,191			
16-479 - Auld Landfill - Heating	900	183			
16-479 - 1 - Auld Landfill - Internet	1,700	507			
16-480 Reserve Landfill Sites	10,000				
16-483 - WahWashKesh Dam	0				
16-486 Wah-Wash-Kesh Land Use	0				
16-485 - Harris Lake Depot	2,900				
16-458 - Parry Sound Industrial Park	15,033				
16-484-1Benthic Monitoring	2,874	2,874			
16-484 - ICECAP	10,225	9,145			
16-484-2 Lake Planning	0				
16-484-3 Misc. Initiatives WESC	3,500				
<b>TOTAL ENVIRONMENTAL SERVICES</b>	<b>316,438</b>	<b>98,761</b>	<b>217,678</b>	<b>69%</b>	
<b>Health Services</b>					
16-549 - Health Unit Operating (Levy)	31,891	18,603			
16-550 - Ambulance Levy	217,452	217,452			
<b>Total Health Services</b>	<b>249,343</b>	<b>236,056</b>	<b>13,288</b>	<b>5%</b>	

Municipality of Whitestone

2024 Budgetary Control Report	Budget	Actual 2024	Var		
	2024	As of 31 Jul 2024	Fav -(Unfav)		
<b>Cemetery</b>					
16-501 - 1 Cemetery - Staking Fees	3,000	110			
16-502 - Cemetery - Memberships	420	667			
16-502 - 2 - Cemetery - Software	550				
16-505 - Fairholme Cemetery - Grasscutting	3,500				
16-506 - Fairholme Cemetery - Materials/Misc	2,000				
16-513 - Maple Is Cemetery - Materials/Misc	1,000	71			
16-515 - Maple Is Cemetery - Grasscutting	2,000				
16-522 - Whitestone Cemetery - Materials	500				
16-524 - Whitestone Cemetery - Grasscutting	1,500				
<b>Total Cemetery</b>	<b>14,470</b>	<b>848</b>	<b>13,622</b>	<b>94%</b>	
<b>TOTAL HEALTH SERVICES</b>	<b>263,813</b>	<b>236,904</b>	<b>26,910</b>	<b>10%</b>	
<b>Social &amp; Family Services</b>					
16-618 - Dist Soc Services (DSSAB) Levy	284,870	71,217			
16-628 - Belvedere Home - Operating (Levy)	61,677	43,350			
<b>TOTAL SOCIAL &amp; FAMILY SERVICES</b>	<b>346,547</b>	<b>114,567</b>	<b>231,980</b>	<b>67%</b>	
<b>Recreation &amp; Culture</b>					
<b>Facilities</b>					
16-699 - Facilities - Wages & Benefit	91,588	36,987			
16-702 - Dunchurch Hall - Supplies	1,700	902			
16-703 - Dunchurch Hall - Building Maintenance	8,000	3,039			
16-704 - Dunchurch Hall - Heating	5,300	2,029			
16-705 - Dunchurch Hall - Hydro	3,700	1,644			
16-706 - Dunchurch Hall - Telephone	700	360			
16-707 - Dunchurch Hall - Insurance	6,787	2,337			
16-707-1 - Facilities - Training	500	150			
16-707-2 Bolger lake Landing	0				
16-710 - Dunchurch Hall - High Speed Internet	2,100	142			
16-716 - Maple Is Hall - Supplies	300				
16-718 - Maple Is Hall - Building Maintenance	1,600	146			
16-719 - Maple Is Hall - Hydro	2,400	1,623			
16-720 - Maple Is Hall - Telephone/Internet	2,000	1,064			
16-725 - Maple Is Hall - Insurance	1,697	584			
16-731-1 2125 HWY 124 Property Maintnace	1,000	226			
16-731-3 2125 HWY 124 -Hydro	2,000	597			
16-731-5 2125 HWY 124-Insurance	2,672	920			
16-731-6 2211 HWY 124 Property Maintenance	1,000				
16-741 - Pavilion - Supplies	700	422			

**Municipality of Whitestone**

<b>2024 Budgetary Control Report</b>	<b>Budget</b>	<b>Actual 2024</b>	<b>Var</b>		
	<b>2024</b>	As of 31 Jul 2024	<b>Fav -(Unfav)</b>		
16-741-1 - Pavilion Heating	1,300	640			
16-742 - Pavilion - Building Maintenance	2,000	509			
16-743 - Pavilion - Hydro	1,400	639			
16-745 - Pavilion - Insurance	4,242	1,461			
16-762 - Maple Is Park - Maintenance	1,300	565			
16-767 - Municipal Flowers	1,000	1,222			
16-768 - Storage Garage - Hydro	0				
16-769 - Facilities / Parks Maintenance	4,000	288			
16-774 Facility Reserve- Vehicle					
16-775-2 New 2023 - Truck- Maintenance					
16-775 - 2016 Facilities Truck - Maintenance/ Insurance	4,195	1,271			
16-776 - 2016 Facilities Truck - Fuel	4,000	3,506			
16-777 - Municipal Building Mtce	6,000	849			
16-778 - Water Maintenance	6,500	2,103			
16-779 - Water Testing	1,500	264			
16-781 - Dunchurch Dock - Beach Maintenance	1,500				
16-782- Infrastructure Reserve					
16-784 - Mower Expense and small equipment	1,500				
<b>Total Facilities</b>	<b>176,180</b>	<b>66,488</b>	<b>109,692</b>	<b>62%</b>	
<b>Recreation</b>					
16-787 - Recreation - Public Pay Telephone	625	305			
16-790 - Recreation - Committee Programs	26,000	2,097			
16-791-2 Recreation Equip & Education/Training	1,000				
16-790-4 Swim Program	4,000	325			
<b>Total Recreation</b>	<b>31,625</b>	<b>2,727</b>			
<b>After School Program</b>					
16-798 - After School Program	7,000	3,014			
16-798-1 After School Program-Supplies	400	361			
	<b>7,400</b>	<b>3,375</b>			
<b>Total Recreation &amp; After School Program</b>	<b>39,025</b>	<b>6,103</b>	<b>32,922</b>	<b>84%</b>	
<b>Thrift Shop</b>					
16-793 - Recreation - Thrift Shop Donations	17,000				
16-794 - Recreation - Thrift Shop Expenses	300	75			
<b>Total Thrift Shop</b>	<b>17,300</b>	<b>75</b>	<b>17,225</b>	<b>100%</b>	
<b>Library</b>					
16-803 - Library - Expenses	114,300	114,301			

Municipality of Whitestone

2024 Budgetary Control Report	Budget	Actual 2024	Var		
	2024	As of 31 Jul 2024	Fav -(Unfav)		
16-803-1 Insurance	6,570	2,191			
16-806 - Library - Building Maintenance	3,000	2,128			
<b>Total Library</b>	<b>123,870</b>	<b>118,620</b>	<b>5,251</b>	<b>4%</b>	
<b>TOTAL RECREATION &amp; CULTURE</b>	<b>356,375</b>	<b>191,286</b>	<b>165,090</b>	<b>46%</b>	
<b>Planning &amp; Development</b>					
16-811 - Nursing Station Expenses	3,000	1,772			
16-818 - 911 Expenses	500				
16-819 - 911 Levy	1,200	1,127			
16-841 - Parry Sound Planning Board	5,000				
16-843 - Planning & Development	70,000	8,064			
16-844 - Planning-Capital-Official Plan/Zoning					
16-845-3-Land Use permit Gooseneck Lake LUP1654	90				
16-845-4-Land Use permit WahWashKesh lake PS-2023	100				
16-845-5-Land Use permit Ardbeg PS-2022-PLA 00201	300				
16-845-6-Land Use permit Whitest Lake Trail MPSB-2023	250				
16-845-7-Land Use permit Auld's Road Landfill	2,400				
16-845-8-Land Use permit WahWashKesh Lake PS2019	100				
16-844-1 Parkland Reserve Contibution	35,000				
<b>Toal Planning &amp; Development</b>	<b>117,940</b>	<b>10,963</b>	<b>106,977</b>	<b>91%</b>	
<b>Community Economic &amp; Development</b>					
16-845 - Tourisium Orientation Destination Signs	2,500				
16-845-1 - Walking Trails - Maintenance/Land Use	500				
16-845-2 - CIINO	0				
<b>Total Community &amp; Development</b>	<b>3,000</b>	<b>-</b>			
<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>120,940</b>	<b>10,963</b>	<b>109,977</b>	<b>91%</b>	
<b>TOTAL OPERATING EXPENSES</b>	<b>5,514,478</b>	<b>2,278,871</b>	<b>3,235,607</b>	<b>59%</b>	
<b>TOTAL CAPITAL EXPENSES</b>	<b>1,185,402</b>	<b>745,577</b>	<b>439,825</b>	<b>37%</b>	
<b>TOTAL MUNICIPAL EXPENSES</b>	<b>6,699,881</b>	<b>3,024,448</b>	<b>3,675,432</b>	<b>55%</b>	
<b>School Boards</b>	<b>994,993</b>	<b>502,921</b>	<b>492,072</b>	<b>49%</b>	
<b>TOTAL EXPENSES MUNICIPAL &amp; SCHOOL</b>	<b>7,694,874</b>	<b>3,527,369</b>	<b>4,167,505</b>	<b>54%</b>	
<b>REVENUES</b>	<b>7,643,364</b>	<b>5,577,532</b>	<b>- 2,065,832</b>	<b>-27%</b>	
	<b>-51,510</b>	<b>2,050,162</b>			

2024 Budgetary Control Report	2024	Actual 2024	
	Budget	As of 31 Jul 2024	
<b>Revenue</b>			
14-110 - Taxation Revenue: General Levy	3,631,341	3631080.44	
14-210 - English Public School Taxes	994,993	997205.43	
14-310 - French Public School Taxes		3525.12	
14-315 - English Separate School Taxes			
14-430 - In Lieu of Taxes	7,949		
14-431 - Supplemental Taxes	67,000		
14-432 - Supplemental Taxes - English Public			
15-100 - Interest Earned from Bank Balance	35,000	23881.23	
15-110 - LCBO Rent	10,824	4533.00	
15-110-1 LCBO Grass & Misc Revenue	3,500		
15-121 - Nomination Fees	-		
15-310 - Miscellaneous Office Revenue	1,500	671.76	
15-311 Sale of land/ Property / Vehical	-		
15-329 Roads Damage Deposit		2000.00	
15-330 - Roads Revenue	3,000	950.00	
15-335 Miscellaneous Revenue			
15-346 - Garbage Tipping Fees		219.00	
15-346-1LandFillYork POS	13,000	1215.00	
15-346-2LandFill AULD POS		3045.00	
15-346-4 Landfill revenue -York Bag tags	100	50.00	
15-346-5 - Scrap Metal	20,000	10.00	
15-370 - Recreation Revenue	300	140.00	
15-371 - Hall Rental Revenue	1,000	483.75	
15-373 - After School Program	9,000	10290.82	
15-380 - Planning & Zoning Revenue	40,000	12043.02	
15-384 - Farleys Parking Permits	1,000	415.00	
15-385 - Rental Units	4,000	3800.00	
15-390 - Dog Tags	1,200	450.00	

## Municipality of Whitestone

2024 Budgetary Control Report	2024	Actual 2024	
	Budget	As of 31 Jul 2024	
15-391 - Kennel License	75	69.03	
15-395 - Community Development Revenue	300	400.00	
15-396 - 9-1-1 Revenue	500	300.00	
15-398 - Wildlife Compensation Program Revenue Admin fee			
15-502 - Railway ROW	27,244	27243.70	
15-503 - Grant-Waste Diversion Ontario/CMO	82,788	2425.21	Installment 1 & 2 , Received in Q3, and Q4
15-503-1 - Ontario Electronic Stewardship			
15-504 - Ontario Municipal Partners Fund	1,141,600	570800.00	Quarterly payments received
15-504-3 - Modernization Grant	-		
15-507-3 - OCIF - Capacity Program	132,250	132250.00	Complete
15-505 - 2NOHFC Nursing Station	-		
15-505-5NORDS - Gravel	119,391		Expected in Q3
15-505-7 Dist P. S Municpal Association	-		
15-505-6 - ICIP COVID - Nursing Station	-		
15-507-8 - Invasive Species			
15-508 - Federal Gas Tax Revenue	67,596		Expected in Q4
15-510 - Aggregate Resource Lic Fee	6,000	651.61	
15-510 - 5 - Provincial Offences Revenue	3,943		
15-522 - Fire Revenue(MTO on site)	4,500	2819.30	
15-525 - Fire - Smoke Alarms/Carbon Monoxide	100	92.00	
15-527 - Fire-Helipad Maintenance	3,500		Expected in Q4
15-570 Grant Recreation		1560.00	
15-571 - Recreation Revenue - Thrift Shop	19,000	5422.65	

2024 Budgetary Control Report	2024	Actual 2024	
	Budget	As of 31 Jul 2024	
15-720 - Licences/Permits	150,000	98357.00	
15-721 - Tax Certificates	1,500	600.00	
15-723- CBO Shared Services	750	597.98	
15-750 - Penalty/Interest	60,000	35398.15	
15-751 - Shore Road Allowance Revenue	5,000	2436.66	
15-753 - Parkland in Lieu Payments	35,000		
15-754 - Parkland Interest Income			
15-754 - Sale of Land			
15-773 - Nursing Station Maintenance Revenue	1,062		
15-790 - Transfer Between Funds -Capital	640,729		
15-797-1 Active Transporation Fund (Dunchurch Sidewalk)			
15-798 - Nursing Station Expansion Donations	-	100.00	
15-798 - Nursing Station Expansion Donations Deferred Revenue			
15-798-1 Nursing Station - donation, WPSHC Foundation	-		
15-799 - Balsam Rd Surface Treatment Financing	-		
15-822 - Boakview Bridge Repairs Financing	-		
15-823 - Whitestone Lake Road repair Financing	-		
15-824 - Bunny Trail Financing	-		
15-825 - 2022 Financing for facility	-		
15-826 - 2022Bank Financing for Backhoe	-		
15-827 - 2022 Financing for Roads Debt	-		
15-828 - 2022 Financing Land Purchase	-		
15-800 - WSIB rebate 2023			
15-801 - Sale of 2016 Case 590 Backhoe	-		
15-802 - Suplus Items (general Restaurant equip) new property	-		
15-803 - Used Float (no longer in use)	-		
15-xxx Community Emergency Preparedness Grant	-		
Financing Fire Truck	295,827		Expected in Q3
Financing Municipal Contribution Recreation and Cutural Centre			
Other Capital Project	-		



2024 Budgetary Control Report	2024	Actual 2024	
	Budget	As of 31 Jul 2024	
<b>Total Revenue</b>	<b>7,643,364</b>	<b>5,577,532</b>	

	2024 Budget	Actual 2024	
<b>2024 Budgetary Control Report</b>			
<b>PROJECT</b>		As of 31 Jul 2024	<b>Comments</b>
19-207-1 Replace Rescue #1 EMS Deckels Instal Radio	4,000		Invoice expected in Q3
19-207-2 Improvements to Fire Station 1 per Steinhoff report	3,000		Invoice expected in Q3
19-207-3 Improvements to Fire Station 2 per Steinhoff report	7,000		Report to Council from Fire Chief and Public Works Manager due by Q3 to determine options
Consultant Review Of Pumper Truck Purchase			
19-208 Replace Fire Pumper Truck	721,945	721,947	
Sub-total	<b>735,945</b>	<b>721,947</b>	
<b>PUBLIC WORKS MISC.</b>			
19-327 Bridge and Structure Inpsections			
19-308 Structure Maintenance/Guide Rail	30,000	4,149	Projet ongoing with varous contractors and in-house operations; invoice expected Q3 or Q4
19-344 Digital Radar Sign			
19-344-1 Hwy 125 W/E HWY 520 Clear lake RD sign			
19-328 Sidewalks (from Moore Dr to Marina Dr. Hwy 124 North Side)	3,000		Ongoing consideration of options and funding
19-330 Fuel Pumps - Public Works Garage			
19-330-1 Public Works Garage lighting (internal)	7,000	6,390	Project complete
Generators for Library and PW Garage and Sand Bags (subject to approval of Emergency Preparedness Grant)	0		
Sub-total	<b>40,000</b>	<b>10,539</b>	

2024 Budgetary Control Report	2024 Budget	Actual 2024	
PROJECT		As of 31 Jul 2024	Comments
ROADS AND BRIDGES			
19-351-1 Farleys Road, Hwy 124 to Dobson Rd			
19-351-2 Canning Rd, Karbehuwe Ln to End			
19-351-3 Whitestone Lake Road, Hwy 520 to Whitestone Lake Resort			
19-351-4 Maple Island Rd, Hwy 520 to Shady Maple Trail			
19-351-5 York St, Hwy 124 to Landfill			
Maple Island Rd, Hwy 520 to Shady Maple Trail Surface Treatment			
19-351-6 Bunny Trail, Railway Crossing to Boakview			
19-351-9 Bunny trail Slurry Seal & repair Boakview to Boundary At McDougal	68,000		Contract awarded - invoice expected Q3
Bunny Trail Slurry Seal Hwy 520 S for 6 km			
19-351-10 Slurry Seal Farley Road Hills	32,000		Contract awarded - invoice expected Q3
Farelys Road end treatment guiderail			
Shakell Rd, Grey Owl Rd to East End			
Grey Owl Rd, Grey Owl Rd to East End SS			
19-351-7 Maple Island CSP 0.31 kms N Hwy 520			
19-351-8 Aulds Road Bridge			

2024 Budgetary Control Report	2024 Budget	Actual 2024	
PROJECT		As of 31 Jul 2024	Comments
Maple Island Bridge (on Seasonal Road)			
Maple Island Bridge 1.1 km N of Hwy 520 (Guide Rail)			
Ladd Road Bridge			
19-352 Ladd Road Bridge Engineering rehabilitation replacment analysis	25,000		Considering options for Engineering Consultant for this project; Invoice expected Q4
Crown Retreats DC, Gravel			
Shawanaga Rd CPS guiderail 4.5km W of Lorimer Lake Road			
19-352-1 Farleys Road Bridge Guide Rail end treatments	50,000		Tender in progress; Invoice expected Q4
19-352-2 Maple Island Bridge 1.10 KM N of HWY 520	60,000		Tender in progress; Invoice expected Q4
Shawanaga Lake Road Install Guide Rail over Structure			
Bunny Trail CSP, 0.11 km S of Stiblers Rd			
Proposed Dobson Rd Class A Quarry License (Pit Plan)			
13th and 14th Concession Bridge upgrades			
Sub-total	<b>235,000</b>	<b>0</b>	

2024 Budgetary Control Report	2024 Budget	Actual 2024	
PROJECT		As of 31 Jul 2024	Comments
<b>FLEET</b>			
Grader			
Tandem Plow			
19-343 Heavy Duty Pick Up with Plow net of trade			
Pickup Truck			
19-345 Backhoe			
Power Broom			
19-346 Plate Packer			
19-347 Water Tank for Tandem Truck			
Facilities compact Truck (lower tailgate)			
19-348-1 2022 Hyundai Excavator			
19-348-2 Thumb/Forks for Backhoe and adaptor	15,500	3,559	Substantially complete; Invoice expected Q3
Two way Plow	0		
Sub-total	<b>15,500</b>	<b>3,559</b>	
<b>LANDFILL</b>			
19-812 Landfill capital Auld Landfill shed			
19-xxx Landfill capital York St Landfill shed			
Sub-total	0		
<b>FACILITIES</b>			

	2024 Budget	Actual 2024	
<b>2024 Budgetary Control Report</b>			
<b>PROJECT</b>		As of 31 Jul 2024	<b>Comments</b>
19-714 Electronic Notice Sign at CC			
19-714-2 AODA - (2) Automatic door openers 1) Front Entrance Community Centre 2) Dundome Accessible Washroom	8,000	2,500	Project on-going; Invoice expected Q3
19-714-1 Concrete work Community Centre and Library	0		
Parking Lot extention - Nursing Station	0		
Community Centre Chairs (50)	0		
19-714-3 Community Centre Vinyl Siding on the wall	14,000		Procurement process in progress; Invoice expected Q4
19-714-4 Street light at CC and Church St Dock	4,000		Procurement process in progress; Invoice expected Q4
<b>LIBRARY</b>			
19-553 Electronic Sign at Library			
19-553-1 Front Steps	6,000		Procurement process in progress; Invoice expected Q3
Sub-total	<b>32,000</b>	<b>2,500</b>	
<b>RECREATION</b>			
19-808 Installation of Sunshades			
19-810 Gate for Ball Park			
19-811 Gooseneck Lake Dock	0		
Land (2125 Highway 124) 2022 TD Loan ( Future recreation Development	0		

	2024 Budget	Actual 2024	
<b>2024 Budgetary Control Report</b>			
<b>PROJECT</b>		As of 31 Jul 2024	<b>Comments</b>
Pick Up Truck			
Sun shade			
19-813 Farleys Road Boat Launch + signage			
General Boat Launch Improvements			
19-813-1 Boat Launches	17,000		Project on going with internal staff and some purchase; Final costs and invoices Q3 and Q4
19-813-2 Wah Wash Kesh Docks and log boom/	2,000		Invoice expected Q4
19-813-3 Bolger Lake Landing	2,000		TBD
19-813-4 Mulch in Church St Park playground AODA	5,799		Complete invoice expected Q3
Sub-total	<b>26,799</b>	<b>0</b>	
<b>OTHER</b>			
19-601 Municipality Facility Renovation			
19-701 Nursing Station	0		
19-714 Facilities Captial Electric sign			
19-810-1 2211 HWY 124 Purchase of Property (Frankland) (2024 demolition of Shed)	4,000		Demolition and lanscaping complete (internal staff and top soil from gravel pit at no cost) Fencing prices being sought at this time - will be slightly over budget but funding will be from the Park Reserve where there is capacity
19-809 Land Purchase (The former Twist Restaurant)	0		
West Parry Sound Recreation and Cultural Centre - Municipal contribution	0		
19-810-2 Emergency Management Initiatives ( \$3800 for training to be funded by Emergency Preparedness Grant if approved)	2,158		Invoice expected in Q4

2024 Budgetary Control Report	2024 Budget	Actual 2024	
PROJECT		As of 31 Jul 2024	Comments
Sub-total	<b>6,158</b>	<b>0</b>	
<b>TOTAL</b>	<b>1,185,402</b>	<b>745,577</b>	





## Municipality of Whitestone Report to Council

**Prepared for:** Council

**Department:** Finance

**Agenda Date:** August 20, 2024

**Report No:** FIN-2024-11

**Subject:**

Request for Proposal - External Audit Services, RFP 2024-08

**Recommendation:**

THAT the Council of the Municipality of Whitestone receives report FIN-2024-11 (Request for External Audit Services, RFP 2024-08) for information; and

THAT the Council of the Municipality of Whitestone does hereby award the contract for External Audit Services to Pahapill and Associates Professional Corporation, Huntsville.

**Background:**

As per the Municipal Act, 2001, S.O. 2001, c. 25:

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*(1) A municipality shall appoint an auditor licensed under the Public Accounting Act, 2004 who is responsible for,*

*(a) annually auditing the accounts and transactions of the municipality and its local boards and expressing an opinion on the financial statements of these bodies based on the audit; and*

*(b) performing duties required by the municipality or local board.*

The current five (5) year contract with Municipal Auditors Pahapill & Associates ends in 2024 (for the 2023 Audit).

To ensure continuity of audit services, a Request for Proposal (RFP) was released by invitation on June 24, 2024 to five (5) known external audit firms. The RFP was also posted on the Municipal website.

The term of the engagement is for a period of five (5) years, from 2024 to 2029 inclusive.

**Analysis:**

One (1) proposal was received by the closing date with no late submissions. Pahapill and Associates meet all required criteria. Pahapill and Associates have been the auditors for Whitestone since 2009, and are recommended for award of the contract.

**Financial Considerations:**

Budgeted Audit Expenses for 2024 - \$14,000.00.

Pahapill and Associates proposal:


- 2024 - \$15,000 plus HST
- 2025 - \$15,500 plus HST
- 2026 - \$16,000 plus HST
- 2027 - \$16,500 plus HST
- 2028 - \$17,000 plus HST

The above costs are based on a total of 127 hours. Out of pocket expenses are included.

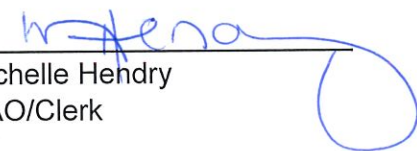
**Link to Strategic Plan:**

- 2. Fiscal Responsibility and Accountability

**Respectfully submitted by:**

  
\_\_\_\_\_  
Maneesh Kulal  
Treasurer / Tax Collector

**Reviewed by:**

  
\_\_\_\_\_  
Michelle Hendry  
CAO/Clerk

# BY-LAWS

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**BY-LAW 37-2024**

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

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

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

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

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

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

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

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

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

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

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

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

2. **THAT** all highways, streets, roads, and private roads in the municipality shall be named or their name changed to the name(s) as set out and in accordance with a registry as attached hereto as Schedule “A” to this By-law;
3. **THAT** Council may from time to time amend Schedule “A” to name or change the name of a highway, street, or road over which it has jurisdiction and a private road in the municipality;
4. **THAT** Notice of the intention to name or change the name of a private road shall be given in accordance with the current procedures for the Notice By-law;
5. **THAT** the municipality is hereby authorized to affix street name signs at the corners of every highway, street, road, and private road, on public or private property, subject to the jurisdictions and the requirements of the Municipality of Whitestone or the Ministry of Transportation;
6. **THAT** all road name signs at intersections shall include the approved road name. Where new signs are to be erected, the sign may include the direction and sequencing of property numbering should clarity be required;
7. **THAT** By-law Nos. 34-2002, 21-2011, 30-2019, 39-2023, 31-2024 are hereby repealed;
8. **THAT** this By-law shall come into force and take effect upon passage thereof; and
9. **THAT** By-law No. 37-2024 being a By-law to provide for the naming and renaming of all public and private roads within the Municipality of Whitestone is hereby passed this 20th day of August, 2024.

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Mayor

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George Comrie

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CAO/Clerk

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Michelle Hendry

**SCHEDULE "A" TO BY-LAW 37-2024**

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

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

ELI Lane	HORN Lane
ERIN Lane	HOSICK Road
FAIRHOLME LAKE Road	HUMMING BIRD Lane
FARLEYS Road	HUNTERS GLEN
FENTONS Road	INDIAN NARROWS Road
FERRIS Lane	IRWINS Road
FINN Road	ISLAND VIEW
FISHER Lane	JACKSON Lane
FIVE FINGER Lane	JOE Road
FOX LAIR	JOHNSON Street
GALLS Road	KARBEHUWE Lane
GIBSON BAY Road	KEELE Road
GOLDEN HORSESHOE Lane	LABRASH LAKE Road
GOOSENECK Cres	LADDS Road
GORHAM Road	LANDS END Road
GRANITE Lane	LANGFORD Drive
GREY OWL Road	LAUCKS Road
GREENS Lane	L. Ferris Lane
GREENWOOD Way	LIGHT Lane
GROSBECK Lane	LIMESTONE Lane
HAYLES Road	LOCHANSIDE Drive
HAYWARD Road	LORIMER LAKE Road



LOST BAY Road  
MACEY Drive  
MACFIE Road  
MAKWA Point  
MAPLE ISLAND Road  
MARINA Drive  
McDONALD Drive  
McGEE LAKE Road  
McLENNAN Lane  
MINNOW Lane  
MITCHELL Lane  
MOORE Drive  
MOOSE Lane  
MUSKRAT Road  
NELSON CLELLAND Road  
NESBITTS Drive  
NICKLES COVE Road  
NONA Lane  
NORTH MEADOWCOVE Road  
OMMADAWN Lane  
OWLS NEST

PARADISE Lane  
PARKER BAY Road  
PERCY Lane  
PINE GROVE  
PITT Road  
PRATT Road  
PUGSLEY Road  
QUINN Road  
RED GATE Lane  
RING ROCK ACRES Road  
ROSELLEN Lane  
ROWNTREE Lane  
RUNNING BEAR Trail  
SACKVILLE Street  
SAMS Lane  
SAWCUT Road  
SERENITY Lane  
SEMIKOKA TRAIL WEST  
SEMIKOKA TRAIL EAST  
SHABBOTTS BAY Road  
SHAKELL Road

SHAKER Lane	WHITESTONE LAKE Road
SHADY MAPLE Trail	WILLIAM Street
SHAWANAGA LAKE Road	WIN-BUR Lane
SMOKEYS Road	WINDING WOODS Way
SNAKESKIN Trail	WOLFE DEN
SPRING Road	YORK Street
SQUIRES Lane	30th and 31st SIDEROAD NORTH
STIBLERS Road	30th & 31st SIDEROAD SOUTH
SUNSET Trail	HIGHWAY # 124
SWORDS Road	HIGHWAY # 520
SYKES Lane	
TAHINCA Road	
TAYLOR LAKE Road	
TAYLOR Lane	
THOMSON Glen	
TIMBER RIDGE Trail	
TRILLIUM Lane	
TRULL Road	
WAGON Trail	
WAH WASH KESH Road	
WESTVIEW Road	



## MEMORANDUM

**To:** Mayor and Council

**From:** Paula Macri, Planning Assistant

**Report Date:** August 1, 2024

**Council Agenda:** August 20, 2024

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

---

### Background

At the Regular Council meeting on July 16, 2024, staff presented a report (Attachment A) regarding the above-referenced By-law to name and rename all public and private roads within the Municipality of Whitestone. Council informed staff that two road names, Cabin Road and Chambers Road (previously know as Blue Jay Lane), were missing from the list. The By-law to name and rename all public and private roads was deferred.

After further review, staff noticed that Grosbeck Lane, Serenity Lane, and Wagon Wheel Trail were also missing from the list.

### Recommendation:

Staff recommend that the updated By-law to name and rename of all public and private roads within the Municipality of Whitestone to be passed by Council on the August 20, 2024 at the Regular Council meeting.

### ATTACHMENT:

#### Attachment A

- Report from Paula Macri, Planning Assistant dated July 16, 2024



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

[www.whitestone.ca](http://www.whitestone.ca)  
E-mail: [info@whitestone.ca](mailto:info@whitestone.ca)

## MEMORANDUM

**To:** Mayor and Council

**From:** Paula Macri, Planning Assistant

**Memo Date:** July 5, 2024

**Council Agenda Date:** July 16, 2024

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

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### Background:

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

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

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

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

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

### Next Steps:

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

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**BY-LAW 38-2024**

**Being a By-law to adopt a Road Naming Policy**

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

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

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

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

1. **THAT** this By-law may be cited as the “Road Naming Policy” of the Corporation of the Municipality of Whitestone;
2. **THAT** Schedule “A” forms part of this By-law;
3. **THAT** this By-law shall come into force and take effect upon passage thereof; and
4. **THAT** By-law No. 38-2024 being a By-law to adopt a Road Naming Policy for the naming and renaming of all public and private roads within the Municipality of Whitestone is hereby passed this 20<sup>th</sup> day of August, 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
George Comrie

\_\_\_\_\_  
CAO/Clerk

\_\_\_\_\_  
Michelle Hendry

**SCHEDULE "A" TO BY-LAW 38-2024**

**Road Naming Policy**



## MEMORANDUM

**To:** Mayor and Council  
**From:** Paula Macri, Planning Assistant  
**Report Date:** August 1, 2024  
**Council Agenda:** August 20, 2024  
**Re:** Road Naming and Road Renaming Policy

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### Background

At the Regular Council meeting of July 16, 2024, staff presented a report in regards to the above referenced Road Naming Policy. Council suggested amendments to the policy to allow “road renaming” to be included in the policy. The Road Naming Policy was deferred to the August 20, 2024 Council meeting.

The minor edits and revisions are shown highlighted in grey and bold, in Attachment A.

### Recommendation:

It is recommended that Council approve the Road Naming and Road Renaming Policy.

### ATTACHMENTS:

#### Attachment A

- Draft Road Naming and Road Renaming Policy

#### Attachment B

- Report from Paula Macri, Planning Assistant dated July 16, 2024 (report only, no attachments)



## THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

### CORPORATE POLICY MANUAL

<b>POLICY MANUAL SECTION:</b> Administration	<b>POLICY NUMBER:</b> A06 – A00 - 06
<b>POLICY NAME:</b> Road Naming / <b>Road Renaming</b> Policy	
<b>DATE APPROVED:</b> August 20, 2024	<b>AUTHORITY:</b> Resolution No: 2024-xxx
<b>REVISION DATES:</b> none	<b>DEPARTMENT RESPONSIBLE:</b> Administration

#### 1. PURPOSE:

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

#### 2. SCOPE

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



### 3. POLICY

#### 3.1 Procedure for the Road Naming / Road Renaming Policy

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

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

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

3.3 The Municipality will **review the proposed road name or road renaming to ensure that it meets the road naming criteria, the 9-1-1 criteria, and any other necessary requirements.**

**3.4 Letter(s) of support for the road renaming from at least 75 percent of property owners that abut the road.**

### 4. GENERAL GUIDELINES

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

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

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

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

### 5. NOTIFICATION

- 5.1. The Municipality will give a Notice of Public Meeting in accordance with the current Municipal Notices By-law.
- 5.2. The Municipality will **notify the property owners directly affected by the road name or road rename and to** the following internal departments, emergency services, and agencies/bodies of the road name, or renaming of an existing road name upon passing such authorizing By-law:
  - a) Whitestone Fire & Rescue
  - b) Municipality of Whitestone Building Department
  - c) Bell 9-1-1
  - d) Municipal Property Assessment Corporation
  - e) West Parry Sound Geography Network

## 6. INDIVIDUALS

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

## 7. FEES

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



# Municipality of Whitestone

## Report to Council

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**Prepared for:** Council

**Department:** Administration

**Agenda Date:** July 16, 2024

**Report No:** ADMIN 2024-08

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**Subject:**

Road Naming Policy

**Recommendation:**

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

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

**Background:**

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

**Analysis:**

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

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

**Financial Implications:**

There are no financial implications associated with this report.

**Link to Strategic Plan:**

**5.3** Improve information and regulatory signage

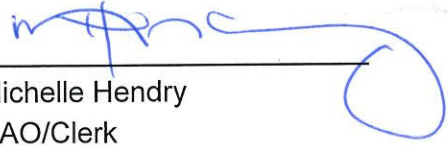
The Municipality intends to identify and respond to opportunities to improve signage within the Municipality for the benefit of visitors to the community and for public safety.

**Respectfully submitted by:**



Paula Macri  
Planning Assistant

**Reviewed by:**



Michelle Hendry  
CAO/Clerk



**Schedule 'A' to By-law 40-2024**

**Accountability, Transparency, and Openness Policy**



321 Church Street  
Dunchurch, Ontario P0A 1G0  
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E-mail: [info@whitestone.ca](mailto:info@whitestone.ca)

## MEMORANDUM

**To:** Mayor and Council  
**From:** Michelle Hendry  
**Date:** August 20, 2024  
**Re:** Update of Accountability, Transparency, and Openness Policy By-law 11-2022

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### BACKGROUND

At the Regular Council meeting July 16, 2024, the attached report (ATTACHMENT A) was presented to Council.

### ANALYSIS

Council recommended additional amendments. The following updates have been made. Changes to the original policy are in **bold and highlighted in gray**.

- Scope: Revised with the addition of:

Advisory Committees of Council, Ad Hoc Committees (including a Task Force) and Local Boards may choose to use the protocols noted herein or establish their own policies and protocols. Approval of the Municipal Council will be required.

- 4.1: Annual Reporting to Council on tax arrears to be done semi-annually

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



THE CORPORATION OF THE MUNICIPALITY  
OF WHITESTONE

CORPORATE POLICY MANUAL

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

**PURPOSE**

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

**SCOPE**

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

**Advisory Committees of Council, Ad Hoc Committees (including a Task Force) and Local Boards may choose to use the protocols noted herein or establish their own policies and protocols. Approval of the Municipal Council will be required.**



# POLICY

## 1. INTRODUCTION

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

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

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

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

## 2. DEFINITIONS

- 2.1. **Accountability** refers to the principle that Council holds itself publicly accountable for the decisions it makes and the policies it implements. Council will endeavour to follow through on objectives and decisions by monitoring and reporting on the organization's progress at achieving them.
- 2.2. **Transparency** refers to the principle that the Municipality's decision-making processes, and the information on which decisions are based, should be readily accessible and understandable to the public, to the extent permitted by law.
- 2.3. **Openness** refers to the principle that the Municipality actively encourages and fosters public participation in its decision-making processes, and that those processes are clear to the public.

## 3. STATEMENT OF INTENT

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

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

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its residents / constituents / ratepayers; and
- Soliciting and considering **public their** input and opinions

## 4. RESPONSIBILITIES AND COMMITMENTS

### 4.1. Fiscal Accountability

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

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

### 4.2. Administrative Accountability

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

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

### 4.3. Public Participation

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

- Attendance and participation at meetings of Council, boards, and committees;

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

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

#### 4.4. Open Meetings

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

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

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

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

In the interest of transparency, agendas and supporting materials for meetings of Council that are not closed to the public will be made available to the public in advance of the meeting, in both printed and electronic form. **Every effort is made to ensure** 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.

9

**SCHEDULE "A"**  
**EXAMPLES OF ACCOUNTABILITY AND TRANSPARENCY**

- Council Meeting Agendas and Minutes are posted on the Municipal website.
- Agendas for Council meetings will be posted on the **Municipal Website per the timelines set out in the current procedural By-law as may be amended from time to time a minimum of (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 will be** updated from time to time.

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

9

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**By-law No. 42-2024**

**To close and stop up that part of the original shore road allowance along the shores of Big Bay of South Magnetawan River, in front of Broken Lot 37, Concession 14, in the Geographic Township of Burton, now Municipality of Whitestone, District of Parry Sound, designated as Parts 9, 10, 11 and 12, Plan 42R-22167 and to sell Parts 9, 10, 11 and 12, Plan 42R-22167**

**(Assessment Roll Number 49 39 040 006 07710  
MJ DEVELOPMENTS INC.)**

**WHEREAS** it is deemed expedient in the interest of the Corporation of the Municipality of Whitestone, hereinafter called the Corporation, that the original unopened shore road allowance described in Schedule A hereto be closed, and thereafter Parts 9, 10, 11 and 12, Plan 42R-22167 be sold and conveyed to the adjacent owners;

**AND WHEREAS** the adjacent owners have made a request to the Corporation for the purchase of part of the said original unopened shore road allowance designated as Parts 9, 10, 11 and 12, Plan 42R-22167;

**AND WHEREAS** public notice of the intention of the Corporation to close the said portion of the said shore road allowance has been made in accordance the municipality's by-laws regarding the same.

**AND WHEREAS** no persons have objected in writing to the closing or appeared before the Council claiming that his, her or its lands will be prejudicially affected by this By-law.

**AND WHEREAS** no person uses the road allowance for motor vehicle access to or from the person's land.

**AND WHEREAS** the road allowance does not abut land owned by the Crown in right of Canada or lead to or abut on the bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Whitestone enacts as follows:

1. **THAT** upon and after the passing of this By-law that part of the original unopened shore road allowance described in Schedule A hereto be, and the same is hereby closed and stopped up; and
2. **THAT** upon and after passing of this By-law that part of the road allowance described as Parts 9, 10, 11 and 12, Plan 42R-22167, be sold and conveyed by the Corporation to the adjacent owner or owners forthwith after this By-law comes into effect for other lawful consideration and the sum of One Dollar (\$1.00); and





## **SCHEDULE A**

Part of the original shore road allowance along the shores of Big Bay of South Magnetawan River, in front of Broken Lot 37, Concession 14, in the Geographic Township of Burton, now Municipality of Whitestone, District of Parry Sound designated as Parts 9, 10, 11 and 12, Plan 42R-22167.



## MEMORANDUM

**To:** Mayor and Council  
**From:** Paula Macri, Planning Assistant  
**Report Date:** August 2, 2024  
**Council Agenda Date:** August 20, 2024  
**Re:** MJ Development Inc. – Shore Road Allowance

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### Background:

On or about May 9, 2023, the Municipality received a Shore Road Application from Walter Jensen, President of MJ Development Inc.

At the Council meeting of September 19, 2023, the following resolution was passed:

**Resolution No. 2023-443**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Scott Nash

5.1.1 Application to Purchase and Close Shore Road Allowance, MJ DEVELOPMENTS

- Memorandum from John Jackson, Planner dated August 22, 2023

**WHEREAS** John Jackson, Planner Inc. has prepared a report on behalf of the Council of the Municipality of Whitestone regarding the purchase of a Shore Road Allowance and provided a copy to the Municipality of Whitestone;

**AND WHEREAS** the Council of the Municipality of Whitestone receives this report as information;

**AND WHEREAS** an application has been submitted by MJ DEVELOPMENTS for the closing and acquisition of the shore road allowance fronting Part of Broken Lot 37, Concession 14 in the geographic Township of Burton;

**AND WHEREAS** there are no Official Plan conflicts, environmental concerns or planning issues with respect to this application;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone approves in principle, the closure and acquisition of the shore road

allowance fronting Part of Broken Lot 37, Concession 14 in the geographic Township of Burton, as applied for by MJ DEVELOPMENTS and subject to:

- 1) Practices, procedures and fees of the Municipality for closing of Shore Road Allowances.

**Recorded Vote:**

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

**Carried**

**September 26, 2023**

Letter sent to Ben Prichard, lawyer advising that Resolution No. 2023-443 was passed by Council and enclosing the application and relevant material for processing.

The Reference Plan 42R-22167 was deposited on May 2, 2023 as the applicant reconfigured two parcels two years ago under Parry Sound Area Planning Board Consent Application No. B35/21021(W). The reference plan is shown on page 2 of John Jackson Memo to Council dated August 22, 2023.

**June 25, 2024**

The Municipality received a Notice, draft By-law, and Statutory Declaration from Ben Prichard's office. The Notice was posted on the Municipal website and the public bulletin board at the Municipal Office on July 4, 2024. The notice was also published with the Parry Sound North Star online July 15, 2024.

**Next Steps:**

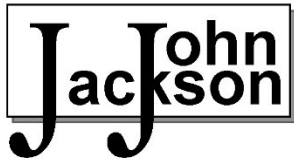
**August 20, 2024**

The By-law to close and stop up those parts of the original shore road allowance to be passed by Council on the August 20, 2024 at the Regular Council meeting.

**ATTACHMENT**

**Attachment 1**

[Memo from John Jackson, Planner dated August 22, 2023](#)



**MEMO TO COUNCIL**

**SHORE ROAD ALLOWANCE CLOSING**

**BIG BAY/MAGNETAWAN RIVER**

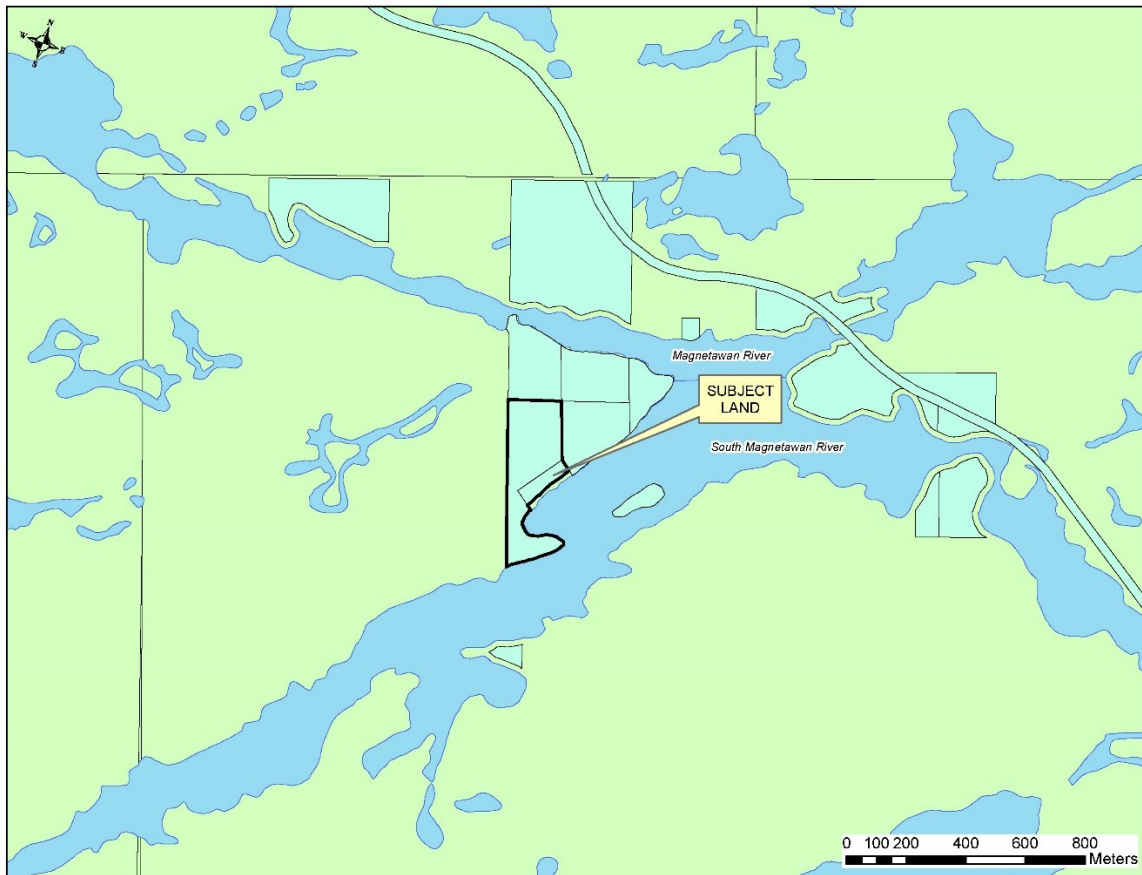
**ROLL # 4939 0400 060 7710**

**Applicant: MJ DEVELOPMENTS INC. (WALTER JENSEN)**

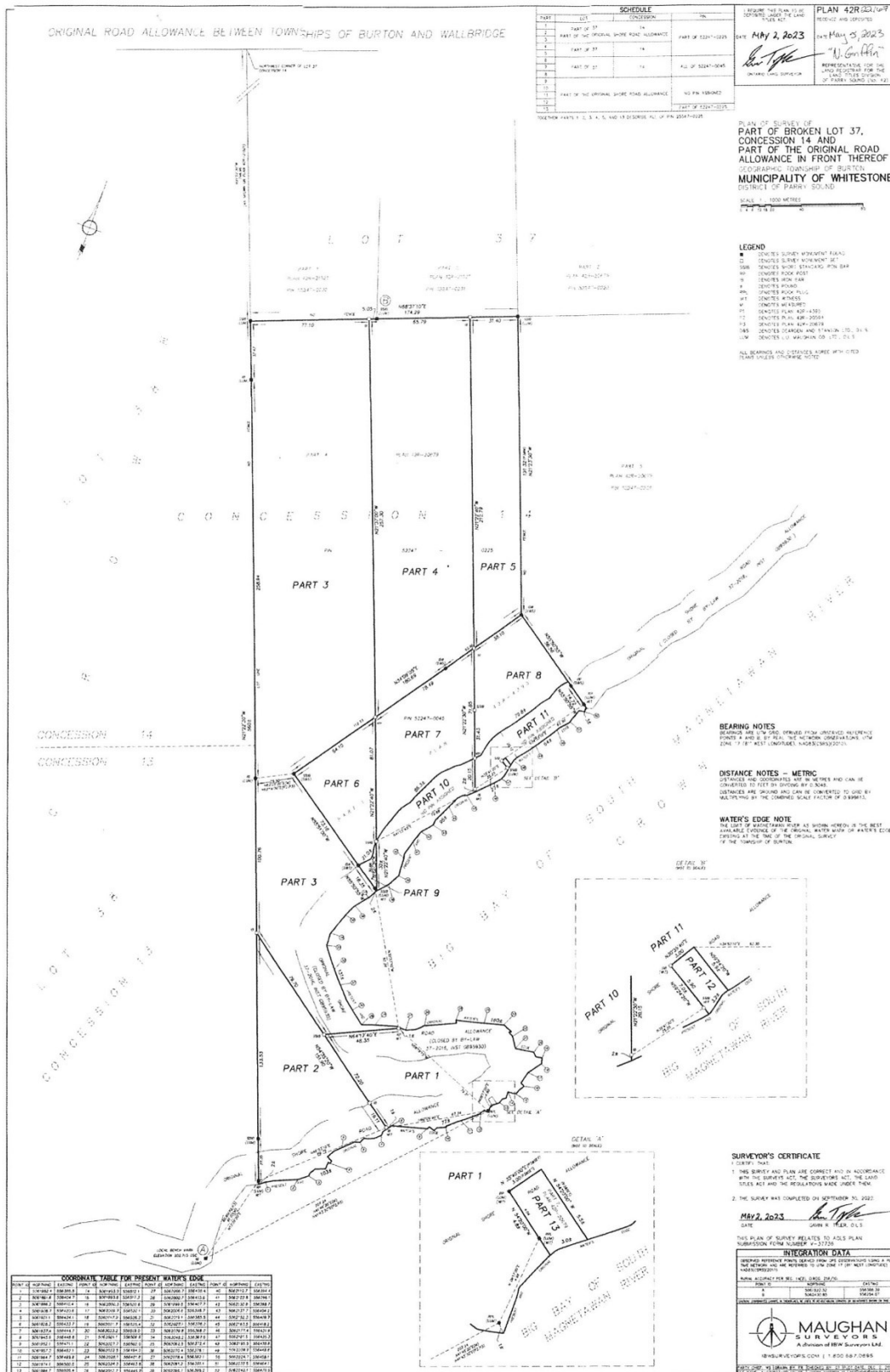
**August 22, 2023**

**BACKGROUND**

MJ Developments reconfigured two parcels on the Magnetawan River that created a total of 5 lots, two years ago under Consent Application No. B35/2021(W).



The parcels are shown on Survey Plan 42R-22167.



## **OFFICIAL PLAN**

The relevant policies for shore road allowances are found at section 9.08 of Whitestone's official plan.

### ***9.08 Shore Road Allowances***

***9.08.1 Shore road allowances are present on a number of lakes in the Municipality. The Municipality is prepared to stop and sell these shore road allowances to the riparian land owners.***

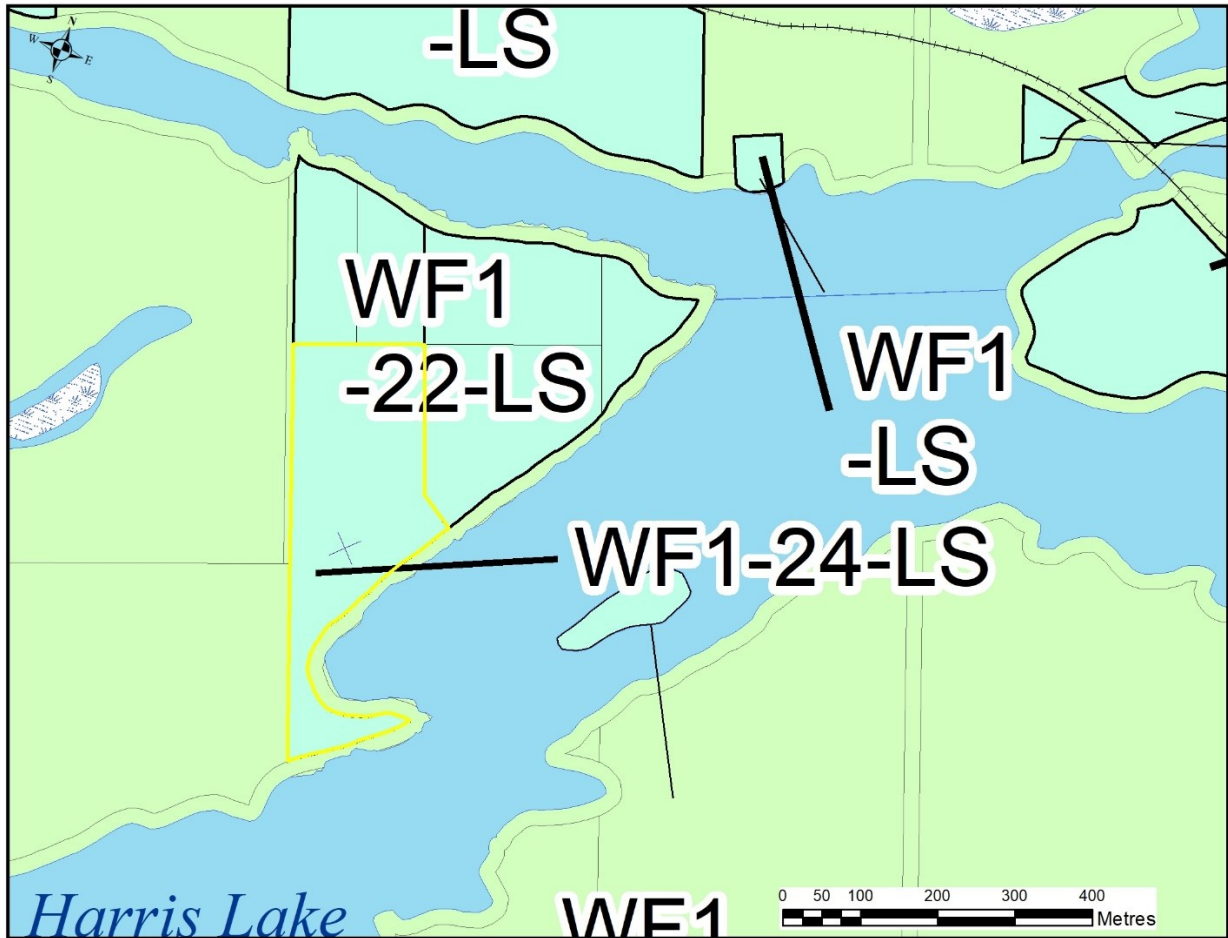
***9.08.2 That part of the shore road allowance below the controlled high water mark will be retained by the Municipality.***

***9.08.3 That part of the shore road allowance identified as having any environmental feature may be retained by the Municipality.***

***9.08.4 No shore road allowance will be stopped up and sold to the riparian land owner where it is used for access by an adjoining property owner or where the sale will have a negative impact on an adjoining property owner.***

As indicated in the air photography and by the zoning By-Law map, there are no matters that would prevent this shore road allowance from being sold to MJ Developments.





The adjoining lands are controlled by MJ Developments so that no consents from neighbours are required.

**RECOMMENDATION**

It is recommended that the Council of the Corporation of the Municipality of Whitestone have no objection to the stopping up and selling those portions of the shore road allowance as applied for by MJ Developments Inc. subject to the practices and procedures of the Municipality for closing shore road allowance.

Respectfully submitted,

John Jackson M.C.I.P., R.P.P.  
JJ; jc

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE****BY-LAW NUMBER 43-2024****A BY-LAW OF THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$295,827.00 TOWARDS THE COST OF THE FIRE PUMPER.**

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of The Municipality of Whitestone (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law to authorize the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), to authorize the long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) and to confirm, ratify and approve the execution by the Treasurer of the application to OILC for financing the Capital Works (the “**Application**”) and the submission by such authorized official of the Application; and to execute and deliver to OILC the rate offer letter agreement in respect of such long-term borrowing for the Capital Works;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Ontario Land Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted (“the **Application**”) to OILC and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s), it is now deemed to be expedient to borrow money by the issue of amortizing debentures in the aggregate principal amount of \$295,827.00 dated September 03, 2024 and maturing on September 03, 2039, and payable in monthly instalments of combined principal and interest



on the third day of October and on the third day of each month thereafter in each of the years 2024 to 2039 commencing on October third, 2024, both inclusive on the terms hereinafter set forth;

NOW THEREFORE THE COUNCIL OF The Corporation of The Municipality of Whitestone ENACTS AS FOLLOWS:

1. That for the Capital Works, the borrowing upon the credit of the Municipality at large of the aggregate principal amount of \$295,827.00 and the issue of amortizing debentures therefor to be repaid in monthly instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$295,827.00 (the "**Debentures**"). The Debentures shall bear the Municipality's municipal seal and the signatures of Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$295,827.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. The Debentures shall all be dated September 03, 2024, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 4.25% per annum and mature during a period of 15 year(s) years from the date thereof payable monthly in arrears as described in this section. The Debentures shall be paid in full by September 03, 2039 and be payable in equal monthly instalments of combined principal and interest on the third day of October 2024 and the third day of each month thereafter

in each of the years 2024 to 2039 commencing on October third 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").

6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Toronto Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular monthly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of equal monthly instalments of combined principal and interest becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.

9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the

Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.
19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be

apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.

20. Subject to the Municipality's statement of investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law is hereby passed and comes into full force and effect on this 20th day of August, 2024.

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George Comrie  
Mayor

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Michelle Hendry  
CAO/Clerk

The Corporation of The Municipality of Whitestone

Schedule "A" to By-law Number 43-2024

(1)	(2)	(3)	(4)	(5)	(6)
By-law	Project Description	Approved Amount to be Financed Through the Issue of Debentures	Amount of Debentures Previously Issued	Amount of Debentures to be Issued	Term of Years of Debentures
29-2024	Fire Pumper	\$295,827.00	\$0.00	\$295,827.00	15 year(s)

**Schedule “B” to By-law Number 43-2024**

No. 43-2024

\$295,827.00
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C A N A D A  
Province of Ontario  
The Corporation of The Municipality of Whitestone

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**FULLY REGISTERED 4.25% AMORTIZING DEBENTURE**

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The Corporation of The Municipality of Whitestone (the “Municipality”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “Conditions”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (September 03, 2039), the principal amount of

Two Hundred Ninety Five Thousand Eight Hundred Twenty Seven Dollars

----- (\$295,827.00) -----

by equal monthly instalments of combined principal and interest on the third day of October 2024 and the third day of each month thereafter in each of the years 2024 to 2039 commencing on October third 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Amortizing Debenture Schedule (the “Amortization Schedule”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in monthly payments from the closing date (September 03, 2024), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 4.25 %per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the Ontario Infrastructure and Lands Corporation Act, 2011 (the “OILC Act, 2011”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation of The Municipality of Whitestone as at the 3rd day of September, 2024.

IN TESTIMONY WHEREOF and under the authority of By-law Number 43-2024 of the Municipality duly passed on the 20th day of August, 2024 (the "By-law"), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: September 03, 2024

[NTD: SIGNATURE NOT REQUIRED ON FORM OF CERTIFICATE]

\_\_\_\_\_  
George Comrie, Mayor

[NTD: SIGNATURE NOT REQUIRED ON FORM OF CERTIFICATE]

[SEAL] \_\_\_\_\_  
Maneesh Kulal, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: \_\_\_\_\_  
Authorized Signing Officer

by: \_\_\_\_\_  
Authorized Signing Officer



## LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of amortizing debentures in the aggregate principal amount of \$295,827.00 dated September 03, 2024 and maturing on September 03, 2039 payable in equal monthly instalments of combined principal and interest on the third day of October 2024 and the third day of each month thereafter in each of the years 2024 to 2039 commencing on October third 2024, both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Ontario Land Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

September 03, 2024

Russell Christie [no signature required]

## CONDITIONS OF THE DEBENTURE

### Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

### Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

### Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

## Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any payment date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding payment date.
7. The Municipality shall make all payments in respect of equal monthly instalments of combined principal and interest including the last 'non-equal' instalment on the Debentures on the third day of October and the third day of each month thereafter, commencing on October 03, 2024 and ending on September 03, 2039 as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Amortization Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular monthly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

## Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

## Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

## Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

## Definitions:

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming monthly compounding, which a non-prepayable Debenture made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**Schedule "C" to By-law Number 43-2024**

Loan: 2937

Name: Whitestone, The Corporation of The Municipality of

Principal: 295,827.00

Rate: 04.2500

Term: 180

Compound.: Monthly

Matures.: 09/03/2039

Pay # Date      Amount Due    Principal Due    Interest Due    Rem. Principal

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1	10/03/2024	2,225.45	1,177.73	1,047.72	294,649.27
2	11/03/2024	2,225.45	1,181.90	1,043.55	293,467.37
3	12/03/2024	2,225.45	1,186.09	1,039.36	292,281.28
4	01/03/2025	2,225.45	1,190.29	1,035.16	291,090.99
5	02/03/2025	2,225.45	1,194.50	1,030.95	289,896.49
6	03/03/2025	2,225.45	1,198.73	1,026.72	288,697.76
7	04/03/2025	2,225.45	1,202.98	1,022.47	287,494.78
8	05/03/2025	2,225.45	1,207.24	1,018.21	286,287.54
9	06/03/2025	2,225.45	1,211.51	1,013.94	285,076.03
10	07/03/2025	2,225.45	1,215.81	1,009.64	283,860.22
11	08/03/2025	2,225.45	1,220.11	1,005.34	282,640.11
12	09/03/2025	2,225.45	1,224.43	1,001.02	281,415.68
13	10/03/2025	2,225.45	1,228.77	996.68	280,186.91
14	11/03/2025	2,225.45	1,233.12	992.33	278,953.79
15	12/03/2025	2,225.45	1,237.49	987.96	277,716.30
16	01/03/2026	2,225.45	1,241.87	983.58	276,474.43
17	02/03/2026	2,225.45	1,246.27	979.18	275,228.16

18	03/03/2026	2,225.45	1,250.68	974.77	273,977.48
19	04/03/2026	2,225.45	1,255.11	970.34	272,722.37
20	05/03/2026	2,225.45	1,259.56	965.89	271,462.81
21	06/03/2026	2,225.45	1,264.02	961.43	270,198.79
22	07/03/2026	2,225.45	1,268.50	956.95	268,930.29
23	08/03/2026	2,225.45	1,272.99	952.46	267,657.30
24	09/03/2026	2,225.45	1,277.50	947.95	266,379.80
25	10/03/2026	2,225.45	1,282.02	943.43	265,097.78
26	11/03/2026	2,225.45	1,286.56	938.89	263,811.22
27	12/03/2026	2,225.45	1,291.12	934.33	262,520.10
28	01/03/2027	2,225.45	1,295.69	929.76	261,224.41
29	02/03/2027	2,225.45	1,300.28	925.17	259,924.13
30	03/03/2027	2,225.45	1,304.89	920.56	258,619.24
31	04/03/2027	2,225.45	1,309.51	915.94	257,309.73
32	05/03/2027	2,225.45	1,314.14	911.31	255,995.59
33	06/03/2027	2,225.45	1,318.80	906.65	254,676.79
34	07/03/2027	2,225.45	1,323.47	901.98	253,353.32
35	08/03/2027	2,225.45	1,328.16	897.29	252,025.16
36	09/03/2027	2,225.45	1,332.86	892.59	250,692.30
37	10/03/2027	2,225.45	1,337.58	887.87	249,354.72
38	11/03/2027	2,225.45	1,342.32	883.13	248,012.40
39	12/03/2027	2,225.45	1,347.07	878.38	246,665.33
40	01/03/2028	2,225.45	1,351.84	873.61	245,313.49
41	02/03/2028	2,225.45	1,356.63	868.82	243,956.86
42	03/03/2028	2,225.45	1,361.44	864.01	242,595.42
43	04/03/2028	2,225.45	1,366.26	859.19	241,229.16
44	05/03/2028	2,225.45	1,371.10	854.35	239,858.06
45	06/03/2028	2,225.45	1,375.95	849.50	238,482.11
46	07/03/2028	2,225.45	1,380.83	844.62	237,101.28
47	08/03/2028	2,225.45	1,385.72	839.73	235,715.56

48	09/03/2028	2,225.45	1,390.62	834.83	234,324.94
49	10/03/2028	2,225.45	1,395.55	829.90	232,929.39
50	11/03/2028	2,225.45	1,400.49	824.96	231,528.90
51	12/03/2028	2,225.45	1,405.45	820.00	230,123.45
52	01/03/2029	2,225.45	1,410.43	815.02	228,713.02
53	02/03/2029	2,225.45	1,415.42	810.03	227,297.60
54	03/03/2029	2,225.45	1,420.44	805.01	225,877.16
55	04/03/2029	2,225.45	1,425.47	799.98	224,451.69
56	05/03/2029	2,225.45	1,430.52	794.93	223,021.17
57	06/03/2029	2,225.45	1,435.58	789.87	221,585.59
58	07/03/2029	2,225.45	1,440.67	784.78	220,144.92
59	08/03/2029	2,225.45	1,445.77	779.68	218,699.15
60	09/03/2029	2,225.45	1,450.89	774.56	217,248.26
61	10/03/2029	2,225.45	1,456.03	769.42	215,792.23
62	11/03/2029	2,225.45	1,461.19	764.26	214,331.04
63	12/03/2029	2,225.45	1,466.36	759.09	212,864.68
64	01/03/2030	2,225.45	1,471.55	753.90	211,393.13
65	02/03/2030	2,225.45	1,476.77	748.68	209,916.36
66	03/03/2030	2,225.45	1,482.00	743.45	208,434.36
67	04/03/2030	2,225.45	1,487.24	738.21	206,947.12
68	05/03/2030	2,225.45	1,492.51	732.94	205,454.61
69	06/03/2030	2,225.45	1,497.80	727.65	203,956.81
70	07/03/2030	2,225.45	1,503.10	722.35	202,453.71
71	08/03/2030	2,225.45	1,508.43	717.02	200,945.28
72	09/03/2030	2,225.45	1,513.77	711.68	199,431.51
73	10/03/2030	2,225.45	1,519.13	706.32	197,912.38
74	11/03/2030	2,225.45	1,524.51	700.94	196,387.87
75	12/03/2030	2,225.45	1,529.91	695.54	194,857.96
76	01/03/2031	2,225.45	1,535.33	690.12	193,322.63
77	02/03/2031	2,225.45	1,540.77	684.68	191,781.86



78	03/03/2031	2,225.45	1,546.22	679.23	190,235.64
79	04/03/2031	2,225.45	1,551.70	673.75	188,683.94
80	05/03/2031	2,225.45	1,557.19	668.26	187,126.75
81	06/03/2031	2,225.45	1,562.71	662.74	185,564.04
82	07/03/2031	2,225.45	1,568.24	657.21	183,995.80
83	08/03/2031	2,225.45	1,573.80	651.65	182,422.00
84	09/03/2031	2,225.45	1,579.37	646.08	180,842.63
85	10/03/2031	2,225.45	1,584.97	640.48	179,257.66
86	11/03/2031	2,225.45	1,590.58	634.87	177,667.08
87	12/03/2031	2,225.45	1,596.21	629.24	176,070.87
88	01/03/2032	2,225.45	1,601.87	623.58	174,469.00
89	02/03/2032	2,225.45	1,607.54	617.91	172,861.46
90	03/03/2032	2,225.45	1,613.23	612.22	171,248.23
91	04/03/2032	2,225.45	1,618.95	606.50	169,629.28
92	05/03/2032	2,225.45	1,624.68	600.77	168,004.60
93	06/03/2032	2,225.45	1,630.43	595.02	166,374.17
94	07/03/2032	2,225.45	1,636.21	589.24	164,737.96
95	08/03/2032	2,225.45	1,642.00	583.45	163,095.96
96	09/03/2032	2,225.45	1,647.82	577.63	161,448.14
97	10/03/2032	2,225.45	1,653.65	571.80	159,794.49
98	11/03/2032	2,225.45	1,659.51	565.94	158,134.98
99	12/03/2032	2,225.45	1,665.39	560.06	156,469.59
100	01/03/2033	2,225.45	1,671.29	554.16	154,798.30
101	02/03/2033	2,225.45	1,677.21	548.24	153,121.09
102	03/03/2033	2,225.45	1,683.15	542.30	151,437.94
103	04/03/2033	2,225.45	1,689.11	536.34	149,748.83
104	05/03/2033	2,225.45	1,695.09	530.36	148,053.74
105	06/03/2033	2,225.45	1,701.09	524.36	146,352.65

106	07/03/2033	2,225.45	1,707.12	518.33	144,645.53
107	08/03/2033	2,225.45	1,713.16	512.29	142,932.37
108	09/03/2033	2,225.45	1,719.23	506.22	141,213.14
109	10/03/2033	2,225.45	1,725.32	500.13	139,487.82
110	11/03/2033	2,225.45	1,731.43	494.02	137,756.39
111	12/03/2033	2,225.45	1,737.56	487.89	136,018.83
112	01/03/2034	2,225.45	1,743.72	481.73	134,275.11
113	02/03/2034	2,225.45	1,749.89	475.56	132,525.22
114	03/03/2034	2,225.45	1,756.09	469.36	130,769.13
115	04/03/2034	2,225.45	1,762.31	463.14	129,006.82
116	05/03/2034	2,225.45	1,768.55	456.90	127,238.27
117	06/03/2034	2,225.45	1,774.81	450.64	125,463.46
118	07/03/2034	2,225.45	1,781.10	444.35	123,682.36
119	08/03/2034	2,225.45	1,787.41	438.04	121,894.95
120	09/03/2034	2,225.45	1,793.74	431.71	120,101.21
121	10/03/2034	2,225.45	1,800.09	425.36	118,301.12
122	11/03/2034	2,225.45	1,806.47	418.98	116,494.65
123	12/03/2034	2,225.45	1,812.86	412.59	114,681.79
124	01/03/2035	2,225.45	1,819.29	406.16	112,862.50
125	02/03/2035	2,225.45	1,825.73	399.72	111,036.77
126	03/03/2035	2,225.45	1,832.19	393.26	109,204.58
127	04/03/2035	2,225.45	1,838.68	386.77	107,365.90
128	05/03/2035	2,225.45	1,845.20	380.25	105,520.70
129	06/03/2035	2,225.45	1,851.73	373.72	103,668.97
130	07/03/2035	2,225.45	1,858.29	367.16	101,810.68
131	08/03/2035	2,225.45	1,864.87	360.58	99,945.81
132	09/03/2035	2,225.45	1,871.48	353.97	98,074.33
133	10/03/2035	2,225.45	1,878.10	347.35	96,196.23
134	11/03/2035	2,225.45	1,884.76	340.69	94,311.47
135	12/03/2035	2,225.45	1,891.43	334.02	92,420.04

136	01/03/2036	2,225.45	1,898.13	327.32	90,521.91
137	02/03/2036	2,225.45	1,904.85	320.60	88,617.06
138	03/03/2036	2,225.45	1,911.60	313.85	86,705.46
139	04/03/2036	2,225.45	1,918.37	307.08	84,787.09
140	05/03/2036	2,225.45	1,925.16	300.29	82,861.93
141	06/03/2036	2,225.45	1,931.98	293.47	80,929.95
142	07/03/2036	2,225.45	1,938.82	286.63	78,991.13
143	08/03/2036	2,225.45	1,945.69	279.76	77,045.44
144	09/03/2036	2,225.45	1,952.58	272.87	75,092.86
145	10/03/2036	2,225.45	1,959.50	265.95	73,133.36
146	11/03/2036	2,225.45	1,966.44	259.01	71,166.92
147	12/03/2036	2,225.45	1,973.40	252.05	69,193.52
148	01/03/2037	2,225.45	1,980.39	245.06	67,213.13
149	02/03/2037	2,225.45	1,987.40	238.05	65,225.73
150	03/03/2037	2,225.45	1,994.44	231.01	63,231.29
151	04/03/2037	2,225.45	2,001.51	223.94	61,229.78
152	05/03/2037	2,225.45	2,008.59	216.86	59,221.19
153	06/03/2037	2,225.45	2,015.71	209.74	57,205.48
154	07/03/2037	2,225.45	2,022.85	202.60	55,182.63
155	08/03/2037	2,225.45	2,030.01	195.44	53,152.62
156	09/03/2037	2,225.45	2,037.20	188.25	51,115.42
157	10/03/2037	2,225.45	2,044.42	181.03	49,071.00
158	11/03/2037	2,225.45	2,051.66	173.79	47,019.34
159	12/03/2037	2,225.45	2,058.92	166.53	44,960.42
160	01/03/2038	2,225.45	2,066.22	159.23	42,894.20
161	02/03/2038	2,225.45	2,073.53	151.92	40,820.67
162	03/03/2038	2,225.45	2,080.88	144.57	38,739.79
163	04/03/2038	2,225.45	2,088.25	137.20	36,651.54
164	05/03/2038	2,225.45	2,095.64	129.81	34,555.90
165	06/03/2038	2,225.45	2,103.06	122.39	32,452.84

166 07/03/2038	2,225.45	2,110.51	114.94	30,342.33
167 08/03/2038	2,225.45	2,117.99	107.46	28,224.34
168 09/03/2038	2,225.45	2,125.49	99.96	26,098.85
169 10/03/2038	2,225.45	2,133.02	92.43	23,965.83
170 11/03/2038	2,225.45	2,140.57	84.88	21,825.26
171 12/03/2038	2,225.45	2,148.15	77.30	19,677.11
172 01/03/2039	2,225.45	2,155.76	69.69	17,521.35
173 02/03/2039	2,225.45	2,163.40	62.05	15,357.95
174 03/03/2039	2,225.45	2,171.06	54.39	13,186.89
175 04/03/2039	2,225.45	2,178.75	46.70	11,008.14
176 05/03/2039	2,225.45	2,186.46	38.99	8,821.68
177 06/03/2039	2,225.45	2,194.21	31.24	6,627.47
178 07/03/2039	2,225.45	2,201.98	23.47	4,425.49
179 08/03/2039	2,225.45	2,209.78	15.67	2,215.71
180 09/03/2039	2,223.56	2,215.71	7.85	0.00

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400,579.11    295,827.00    104,752.11

The remainder of pages 22 to 40 are  
debenture signing certificates

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE****By-Law No. 44-2024**

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**Being a By-Law to enter into an Agreement to Develop and Deliver  
the Municipality of Whitestone After School Program**

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**WHEREAS** Section 9 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, provides for powers of a natural person whereby a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** it is deemed desirable that the Municipality of Whitestone enter into an agreement with Janet Jackson for the purposes of developing and delivering the Municipality of Whitestone After School Program;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipality of Whitestone hereby enacts as follows:

1. **THAT** the Mayor and CAO/Clerk of the Municipality of Whitestone are hereby authorized to execute under seal of the Corporation an Agreement between the Municipality of Whitestone and Janet Jackson.
2. **THAT** the Said Agreement is attached hereto and shall form part of this By-law as Schedule "A".
3. **THAT** By-Law 44-2024 is hereby passed and comes into full force and effect this 20th day of August, 2024

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**Mayor** George Comrie

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**CAO/Clerk** Michelle Hendry



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

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## MEMORANDUM

**To:** Mayor and Council  
**From:** Michelle Hendry, CAO/Clerk  
**Date:** August 20, 2024  
**Re:** After School Program – Appointment of Ms. Janet Jackson as After School Coordinator

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### BACKGROUND

The Whitestone After School program has been operated by the Municipality at Whitestone Central Public School since 2010. The program is licensed by the Ministry of Education and meets the standards and requirements of daycare programs including strict policy and protocols.

Inspections are undertaken by the Ministry several times during the school years and well as the District Social Services Administration Board (DSSAB), who provide funding for the program.

In 2023 changes were made to the program based on the availability of a Program Coordinator to operate the program. Days were reduced from five (5) days per week to three (3); Tuesday to Thursday. As well, hours were reduced to 3:00 p.m. to 5:00 p.m. (previously 6:00 p.m.)

The program continues to support Whitestone School families who work out of the community and who need after school care for their children.

Ten (100 children were registered in the 2023-2024 program. Some children were occasional (not daily) others were daily attendees to the program.

### DISCUSSION AND RECOMMENDATIONS

Ms. Janet Jackson was appointed as the After-School Program Coordinator in September 2023 for a one-year contract.

Ms. Jackson has done exemplary work in the role and is willing to continue as the After-School Program Coordinator. The new contract is a three (3) year contract with an option for both parties to cancel with a 30-day written notice.

**FINANCIAL INFORMATION**

The program fee (i.e. up to two (2) hours of after school daycare) is \$6.00 per day (paid only when / if the child attends).

	2024 to date	2023	2022	2021	2020	2019
Expense <b>Budget</b>	\$ 7,400	\$13,900	\$14,800	\$14,600	\$13,837	\$13,500
Expense <b>Actual</b>	\$ 3,375	\$ 8,173	\$12,521	\$11,069	\$ 8,301	\$12,402
Revenue <b>Budget</b>	\$ 9,000	\$12,000	\$15,000	\$19,038	\$13,290	\$ 6,500
Revenue <b>Actual</b>						
Parents/Guardians	\$ 1,354	\$ 4,487	\$ 2,657	\$ 6,212	\$ 3,616	\$ 5,507
DSSAB	\$ 8,937	\$ 11,681	\$ 9,024	\$ 5,676	\$ 372	\$ 7,583
Total Program (loss)/surplus	TBD at year end	\$ 8,220	(\$ 840)	\$ 819	(\$4,313)	\$ 688

**Expenses:** include for the most part, the fees paid to the Program Coordinator, an annual (\$100) licensing fee and program supplies (\$400 to \$500)

Municipal Staff oversight of the program is not included in expenses

**Revenues:** includes payments received from parents/guardians for the use of the program, as well as funding from District Social Services Administration Board (DSSAB) who provide annual financial support for the program

**Notes:**

1. In the year 2023, additional funding in the amount of \$4250.35 was received from DSSAB for the year.
2. In 2020, DSSAB contributed a very small portion compared to other years; this is linked to school (due to program closures and COVID19).



**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**BY-LAW NO. 45-2024**

**Being a By-law to Amend By-law No. 72-2023, authorizing an agreement between  
the Corporation of the Municipality of Whitestone and  
Ornge for the Helipad Maintenance**

**WHEREAS** under Section 8 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** under Section 9 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**AND WHEREAS** the Council of the Municipality of Whitestone deems it in the best interest of the taxpayers to amend this agreement;

**NOW THEREFORE** the Council of the Corporation of the Municipality of Whitestone hereby enacts the following amendment to By-law 72-2023:

1. **AMENDMENT:**

Section 25 is deleted and replaced with the following:

"After Ornge's annual inspection of the Subject Lands, Ornge will pay to the Operator \$5,000 CAD ("Fee") for the maintenance and repair of the Subject Lands."

This amendment will take effect on January 1st, 2024 and will continue to be in effect throughout the term of the Agreement.

\_\_\_\_\_  
**Mayor** George Comrie

\_\_\_\_\_  
**CAO / Clerk** Michelle Hendry



## WHITESTONE FIRE RESCUE

**Bob Whitman, Fire Chief**

**Office: 705-389-2466**

**Cell Phone: 705-774-1967**

**Fax 705-389-3824**

**Email: [fire.department@whitestone.ca](mailto:fire.department@whitestone.ca)**

To: Mayor and Council

Date : March 26,2024

From : Bob Whitman Fire Chief

### **BACKGROUND**

On December 12, 2023 Council passed By-law 72-2023, authorizing an agreement between the Municipality and Ornge, for the maintenance of the helipad.

### **PROPOSED AMENDMENT**

We have received a letter from Ornge dated June 17, 2024 requesting an amendment to the Agreement. The amendment increases the yearly payment made to the Municipality from \$3,500.00 to \$5,000.00. The increased amount includes the remaining two years of the three-year agreement (2023-2025). Ornge is offering the increase in payment because it recognizes the increase in costs of upkeep expenses.

Ornge has requested the Municipality sign the attached amendment. The amendment in the payment amount takes effect January 1, 2024.

ð

**ATTACHMENT A** – Amendment Number 1 to the Helipad Agreement



5310 Explorer Drive  
Mississauga, Ontario L4W 5H8

1.800.251.6543  
647.428.2005 **tel**  
647.428.2006 **fax**

### AMENDMENT NUMBER 1 TO THE HELIPAD AGREEMENT

This Amendment (hereinafter the "**Amendment No. 1**") to the Helipad Agreement (the "**Agreement**") is made between Ornge and Bob Whitman ("**Operator**").

WHEREAS, the Parties wish to augment the Fee paid by Ornge to the Operator;

NOW, THEREFORE, the parties agree as follows:

1. Capitalized terms used but not defined in this Amendment No. 1 will have the meaning ascribed to them in the Agreement.
2. This amendment will take effect on January 1<sup>st</sup>, 2024 and will continue to be in effect throughout the term of the Agreement.
3. The Agreement is amended as follows:
  - a. Section 25 is deleted and replaced with the following: "After Ornge's annual inspection of the Subject Lands, Ornge will pay to the Operator \$5,000 CAD ("**Fee**") for the maintenance and repair of the Subject Lands."
4. Except as expressly provided in this Amendment No. 1, the Agreement remains in full force and effect, unamended.
5. This Amendment No. 1 will be interpreted and enforced in accordance with, and the respective rights and obligations of the parties hereto shall be governed by the laws of the Province of Ontario and the laws of Canada applicable therein.
6. This Amendment No. 1 may not be amended or modified in any respect except by written agreement signed by both parties.
7. This Amendment No. 1 may be signed in counterparts (including by electronic means) and each counterpart shall constitute an original document, and all counterparts taken together shall constitute one original document.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed below.

**Ornge**

DocuSigned by:

A DocuSigned signature for Peter Cunnington, showing a stylized signature in black ink.

ECBE7AA0334E490...

Per Name: Peter Cunnington

Title: Chief Aviation Officer

I have the authority to bind the corporation.

**Operator**

Name:

Helipad: **R009** / Ardbeg (Whitestone)

I have the authority to bind the corporation, if applicable.

# **BUSINESS MATTERS**



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

[www.whitestone.ca](http://www.whitestone.ca)  
E-mail: [info@whitestone.ca](mailto:info@whitestone.ca)

## MEMORANDUM

**To:** Mayor and Council  
**From:** Michelle Hendry, CAO/Clerk  
**Date:** August 20, 2024  
**Re:** 2024 Grant Applications – Status update

Grant	Amount applied for	Description	Status
Emergency Preparedness Grant (Emergency Management Ontario)	\$36,647	New generators for Public Works Building and one for Command, sand bags, training for emergency management group.	Denied
Heritage Canada	\$1,560	Canada Day celebration activities and fireworks	Approved
Canada Summer Jobs	\$3,960	Summer Student (partial wages)	Denied
EV ChargeON Program (Ministry of Transportation)	Up to \$20,000	Funding for a charging Station applied for by Lakeland Solutions 'Take Charge EV Network' on behalf of Municipality (per Council Resolution No. 2024-015, January 16, 2024)  Proposed location: former restaurant property now owned by Whitestone at 2125 Highway 124, Dunchurch	Eligibility confirmed; application submitted by July 31 deadline.  Decision time line is fall 2024
Inclusive Communities Grant	\$60,000	Focusing on outdoor, barrier free improvements: <ul style="list-style-type: none"> <li>DunDome Public Washrooms</li> <li>Stairs and railing at Library</li> </ul>	Under review

(Ministry of Seniors and Accessibility)		<ul style="list-style-type: none"> <li>• Library Ramp</li> <li>• Stairs and Railing at Community Centre</li> <li>• Nursing Station stairs and ramp improvements</li> <li>• Outdoor lighting at beach front</li> <li>• Beach/access points improved accessible parking</li> <li>• Raised curbs on docks at access points</li> <li>• Accessible picnic tables</li> </ul>	
Trillium Capital Grant	\$129,900	<ul style="list-style-type: none"> <li>• Full bi-directional Audio Video streaming system equipment</li> <li>• Improvements to washrooms, front doors and steps</li> <li>• The project application allows for engineering and design in the amount of \$20,000</li> </ul>	Denied July 31, 2024
Invasive Species Action Fund (Invasive Species Centre and MRNF)	\$2,500	<p>Applied for by the WESC in concert with Public Works</p> <ul style="list-style-type: none"> <li>• Invasive species initiatives including removal and education</li> </ul>	First application - Approved May 27, 2024 Re-scoped project approved August 13, 2024
Fire Smart Communities Grant Programs (MNR)	Up to \$15,000	<p>Development of:</p> <ul style="list-style-type: none"> <li>• Community Wildland Fire Protection Plan</li> <li>• Wildland Fire Hazard Risk Assessment</li> <li>• Wildland Fire Mitigation Strategy</li> <li>• Forest Hazard Maps for Wildland Fire Hazards</li> </ul>	Application to be submitted by September 30, 2024 by Fire Chief
<b>WHITESTONE LIBRARY AND TECHNOLOGY CENTRE</b> (provided by Eva Fincham, Library CEO)			
Trillium Seed Grant	\$67,246	<ul style="list-style-type: none"> <li>• Pop up programming</li> <li>• Part time staff person for community programming outside of Library (Community Outreach)</li> <li>• Programs to start January 2025</li> </ul>	Under review

ParticipACTION	\$800	<ul style="list-style-type: none"> <li>Funding to purchase additional archery equipment</li> </ul>	Approved
Canada Summer Jobs	\$4,567	<ul style="list-style-type: none"> <li>Summer student hire for 30 hours per week</li> </ul>	Denied
International Dyslexia Association	\$500	<ul style="list-style-type: none"> <li>Decodable books and print materials about dyslexia</li> </ul>	Under review
Annual Funding from Province	\$8097	<ul style="list-style-type: none"> <li>Operating grant, pay equity, postage for inter-library loans, internet connectivity</li> </ul>	Approved

## Motion proposed by Councillor Woods

### Parry Sound Mega School

WHEREAS the Accommodation Review Committee (ARC) was established in 2013 to review Nobel and McDougall elementary schools; and

WHEREAS The Near North District School Board (NNDSB) erred in their decision to include Parry Sound High School within the ARC, which was outside of their established ARC committee mandate; and

WHEREAS the seven municipalities of West Parry Sound supported the ARC recommendations in 2013, however the current (kindergarten to grade 12 (k-12) build plan does not align with the ARC recommendations; and

WHEREAS the seven municipalities of West Parry Sound have repeatedly and unanimously passed municipal resolutions requesting that the NNDSB pause their k-12 intention, and to re-evaluate, as the municipalities have recognised that the build plan does not align with ARC recommendations that each municipality agreed to; and

WHEREAS stakeholders as well as Staff from all affected schools have repeatedly attempted to voice their concerns, and have been silenced; and

WHEREAS the current k-12 build plan is not what stakeholders in 2013 agreed to; and

WHEREAS Council of the Municipality of Whitestone recognises the substantial population growth that has occurred across West Parry Sound and are committed to our combined future growth; and

WHEREAS the Near North District School Board did not include any parent/guardian representation from Parry Sound High School within the Accommodation Review Committee as was required; and

WHEREAS the Near North District School Board, during their June 11th 2024 Board meeting passed a motion to create a sub-committee to evaluate the substantial growing enrollment of the West Parry Sound District since the outdated Pupil Accommodation Review in 2012; and

WHEREAS during the same June 11th 2024 Board meeting, the Near North District School Board relayed their intent to keep and maintain the McDougall Public School property to service their WPS resource center;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Whitestone does hereby request the NNDSB immediately halt their plan to put k-6 elementary students into the Parry Sound High School; and further

THAT the NNDSB revise their elementary school plan so that k-6 students already enrolled in McDougall Public School can remain, and students enrolled from Nobel Public School can be integrated into McDougall Public School; and further

THAT if operating the McDougall Public School is not a viable long-term solution due to repairs that are required, the Near North District School Board immediately begin conversations with



the Ministry of Education to seek capitol improvement funding or to fund the build for a brand-new McDougall Public School on the same property; and further

THAT this resolution be forwarded to the following:

Township of McDougall

Town of Parry Sound

Seguin Township

Township of Carling

Township of the Archipelago

Township of McKellar

Shawanga First Nation

Wasausking First Nation

Henvey Inlet First Nation

Magnetawan First Nation

Moose Deer Point First Nation

The Near North District School Board of Trustees

Parent Advisory Committee of Nobel Public School

Parent Advisory Committee McDougall Public School

Parent Advisory Committee Parry Sound High School

Ontario Teachers' Federation Representatives for West Parry Sound

Ontario Secondary School Teacher's Federation Representative for West Parry Sound

The Honorable Doug Ford, Premier of Ontario

The Honorable Todd Smith, Minister of Education

Parry Sound MP Scott Aitchison

Parry Sound-Muskoka MPP Graydon Smith

Resolution of Support from July 16, 2024 Regular Council meeting

Municipality of Tweed – request for sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities

**WHEREAS** the Municipality of Tweed passed the following Resolution at their April 23, 2024 meeting:

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;

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

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

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

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

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

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

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

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

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

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

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone declares their support of the Municipality of Tweed's Resolution requesting that the Province provide sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities; and

**THAT** this Resolution of support be forwarded to Premier Doug Ford ([premier@ontario.ca](mailto:premier@ontario.ca)), Solicitor General Hon. Michael Kerzner ([Michael.Kerzner@pc.ola.org](mailto:Michael.Kerzner@pc.ola.org)), Minister of Finance Peter Bethlenfalvy ([peter.bethlenfalvy@pc.ola.org](mailto:peter.bethlenfalvy@pc.ola.org)), and Hon. Graydon Smith ([Graydon.Smith@pc.ola.org](mailto:Graydon.Smith@pc.ola.org))

**From:** Stephen Covey <[stephen.covey@cn.ca](mailto:stephen.covey@cn.ca)>  
**Sent:** July 12, 2024 10:48 AM  
**To:** Michelle Hendry <[Michelle.Hendry@whitestone.ca](mailto:Michelle.Hendry@whitestone.ca)>  
**Subject:** Rail Safety Week 2024 | Proclamation request

Dear Mr. Hendry,

As neighbours and partners in our shared commitment to rail safety, we are inviting you to join us in raising awareness for this important issue by adopting this proposed [proclamation](#). This proclamation helps communities like yours officially recognize Rail Safety Week 2024 and its significance in your area.

Rail Safety Week will be held in Canada and the United States from September 23-29, 2024. **Your council’s leadership is key to increasing public awareness about the dangers around tracks and trains. We are asking for your support by signing the proclamation and taking the time to engage with your community about rail safety. We will be proud to recognize your commitment publicly.**

Rail safety is a shared responsibility and together, we can achieve our common goal of eliminating incidents and saving lives in the communities where we live, work and play.

If you have any questions or concerns, please contact Daniel Salvatore, your local CN Public Affairs representative, at [daniel.salvatore@cn.ca](mailto:daniel.salvatore@cn.ca).

For more information:

- Questions or concerns about rail safety in your community, contact our Public Inquiry Line at [1-888-888-5909](tel:1-888-888-5909)
- For additional information about Rail Safety Week 2024 visit [cn.ca/railsafety](http://cn.ca/railsafety) or [operationlifesaver.ca](http://operationlifesaver.ca)
- Let us know how you promote rail safety in your community by visiting [cn.ca/RSW2024](http://cn.ca/RSW2024)
- For any questions about this proclamation, please email [RSW@cn.ca](mailto:RSW@cn.ca)

Thank you in advance for your support.



Janet Drysdale  
 CN Senior Vice-President and  
 Chief Stakeholder Relations Officer



Stephen Covey  
 CN Chief of Police and  
 Chief Security Officer



Chris Day  
 Operation Lifesaver  
 Interim National Director



## **RESOLUTION IN SUPPORT OF RAIL SAFETY WEEK**

WHEREAS Rail Safety Week is to be held across Canada from September 23 to 29, 2024;

WHEREAS, 229 railway crossing and trespassing incidents occurred in Canada in 2023; resulting in 66 avoidable fatalities and 39 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

*It is hereby **RESOLVED** to support national **Rail Safety Week** to be held from September 23 to 29, 2024.*

# CORRESPONDENCE

From: Colin Best <[amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)>  
Sent: July 3, 2024 11:27 AM  
To: [michelle.hendry@whitestone.ca](mailto:michelle.hendry@whitestone.ca)  
Subject: AMO Advocacy on Homelessness Encampments

A



**AMO**  
**Policy**



## AMO Advocacy on Homelessness Encampments

Dear Clerks and Heads of Council of Municipal Governments Across Ontario:

The AMO President and Board is requesting that this letter be shared with all elected council members and administrative heads (i.e., CAO, City Manager) in your municipality. Please post as an information item in your next council meeting agenda.

On behalf of its municipal members, the Association of Municipalities of Ontario (AMO) is urgently calling for provincial and federal leadership and action to address the growing crisis of homelessness encampments in communities across Ontario.

On July 2nd, AMO released a new policy paper [Homeless Encampments in Ontario: A Municipal Perspective](#) detailing the state of this crisis and evidence-based actions that must be taken.

Municipal governments are at the front lines of the homelessness crisis without the resources or tools to support our residents and communities. We are asking the provincial and federal governments to work collaboratively with each other and municipalities. These are complex issues that require comprehensive responses from all orders of government working together.

For further resources and information, please visit [www.amo.on.ca](http://www.amo.on.ca)

Sincerely,

Colin Best

Page 255 of 270  
President, Association of Municipalities of Ontario (AMO)

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



**Municipal Policing Bureau**  
**Bureau des services policiers des municipalités**

777 Memorial Ave.  
Orillia ON L3V 7V3

777, avenue Memorial  
Orillia ON L3V 7V3

Tel: 705 329-6200  
Fax: 705 330-4191

Tél. : 705 329-6200  
Télec.: 705 330-4191

File Reference:600

July 23, 2024

Dear Mayor/Reeve/CAO/Treasurer,

The Ontario Provincial Police Association and the Provincial Government have ratified new uniform and civilian collective agreements in effect for the term January 1, 2023, through December 31, 2026 (four-year term agreements).

The new agreements include general salary year-over-year rate increases of 4.75% (2023), 4.5% (2024), and 2.75% (2025 and 2026). Additionally, effective September 1, 2024, many OPP detachment front-line constables and sergeants will be receiving an additional 3% front-line patrol premium.

Included in the new collective agreements were other compensation adjustments, which, for the most part, will take effect in the 2025 calendar year.

Further analysis is required before the OPP Municipal Policing Bureau communicates the full impact of the new agreements on municipal policing cost.

The OPP Municipal Policing Bureau will issue the 2025 annual billing statements in the fall of 2024 based on the estimates of the impact of the new collective agreement terms.

If you have any questions or concerns, please contact the OPP Municipal Policing Bureau at [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)

I would like to thank you for your support and look forward to our continued collaboration.

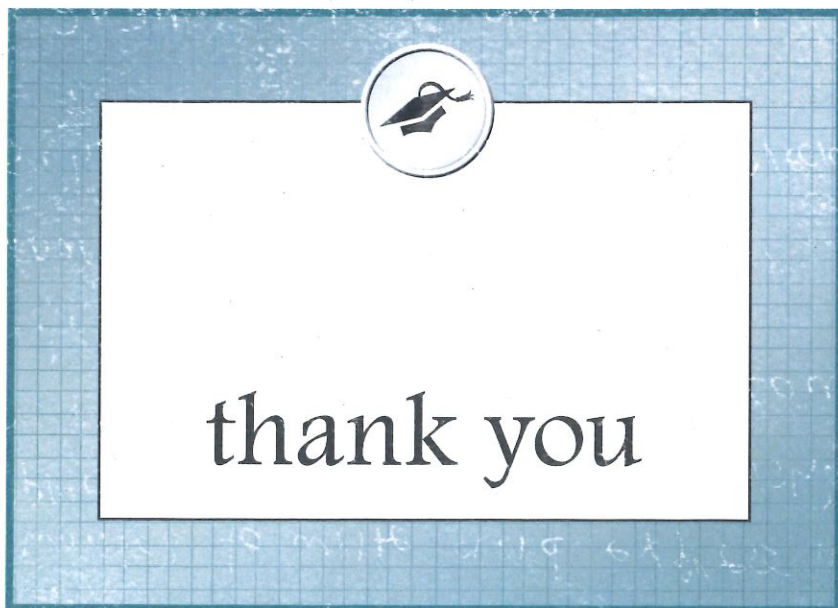
Yours truly,

A handwritten signature in black ink, appearing to read "Steve Ridout", is written over a horizontal line.

Superintendent Steve Ridout  
Municipal Policing Bureau Commander

Cc: OPP Regional and Detachment Commanders





Hello Municipality of Whitestone

I wanted to write and express my appreciation for your sponsorship of the Ontario Principals Council leadership award.

Your generous support for our school is very much appreciated.

2024 Ontario ~~Principals~~ Principals  
Leadership Recipient  
Sophia Fuscaldo



August 6, 2024

Dear Mayor Comrie and Council,

Georgian Bay *Mnidoo Gamii* Biosphere is celebrating its 20<sup>th</sup> anniversary this year! We would love you to be part of our celebration and provide reflection for our future.

We are in the process of developing our next Strategic Plan. We have conducted activities to collect feedback from community partners to shape a 20-year vision for a sustainable region, and help define our organization's role in realizing that vision in a way that aligns with our UNESCO mandate and mission.

Right now, we have an [online community survey](#) that we hope you, your staff, and community members will use for feedback.

In 2025, all area municipalities, First Nations, and community partners will be invited to provide us with a Letter of Support by May 1st that will be sent in a package to UNESCO as a requirement of our international 10-year review.

We would welcome an opportunity to present to Council or meet with senior staff on how our organization can better support your community's goals and interests. Please contact Laura Peddie, [info@georgianbaybiosphere.com](mailto:info@georgianbaybiosphere.com) or 705.774.0978 should this interest you.

On behalf of our Board of Directors and staff, we welcome your thoughts on the future of our work, for the next seven generations in this special place, home to us all. We greatly value your leadership towards a more sustainable region.

Sincerely,

Becky Pollock  
Executive Director  
705.938.0363

Greg Mason  
Director of Operations  
705.774.0978

705.774.0978

@GBayBiosphere

GEORGIANBAYBIOSPHERE.COM

Rita Durdos

July 14, 2024

Municipality of Whitestone  
21 Church Street, Dunchurch,  
Whitestone, Ontario  
P0A 1G0

Dear Mayor and Members of the Municipality of Whitestone,

I hope this letter finds you well. My name is Rita Durdos, and I am writing to you to address a matter of importance regarding By-Law No. 21-2017 concerning noise control within our community.

It has come to my attention that By-Law No. 21-2017 has not been updated since 2017 and lacks provisions that are inclusive of individuals with special needs and disabilities, including those who are hearing impaired and those with therapeutic needs. As it currently stands, the bylaw does not specify objective data/measurements such as decibel levels, environments such as private properties, distance between properties for example small lot sizes and the closeness of cottages/homes to the property line leaving the enforcement of this bylaw to the subjective judgment of bylaw officers to determine what is considered "noise". Additionally, there is ambiguity regarding the definition of the term "persistent," which can all lead to inconsistent application and uncertainty among residents. Having clear guidelines will aid with bylaw or police OPP enforcement and lead to consistent application and more confidence for residents complying.

I urge the Municipality of Whitestone to consider a comprehensive review of By-Law No. 21-2017 to address these shortcomings as an urgent matter. Specifically, I recommend the following considerations:

1. **Inclusion of Decibel Levels:** The bylaw should include specific decibel thresholds to provide clear guidelines for acceptable noise levels, particularly during specific hours. With clear measurable objective guidelines there would be no room for debate and consistent application for all residents. Not including this leaves it up for debate and inconsistent application and uncertainty
2. **Clarity on Definitions:** Define terms such as "persistent" to ensure consistent interpretation and application of the bylaw. Is persistent one hour or is it twelve hours?
3. **Alignment with Ontario Law:** Align the bylaw with Ontario's noise intrusion protection standards, which typically restrict excessive noise from 11:00 PM to 7:00 AM. As per the OPP residents can listen to music from 7:00am to 11:00pm and that is not considered to be a noise infraction. OPP also states residents can yell, converse and laugh freely between 7:00am to 11:00pm without it being a noise infraction. Individuals are allowed

to enjoy the benefits of music, laughter, chatter (as long as it is not threatening in nature) and company during the hours of 7:00am to 11:00pm

4. **Daytime Allowances:** Recognize residents' rights to enjoyment, music, laughter, and chatter among family and company during daytime hours (7:00 AM to 11:00 PM) for pleasure or therapeutic purposes. It's essential to acknowledge the therapeutic benefits of music and the human right to access such enjoyment within reasonable hours at a volume that meets the needs of the individual parties. It is also imperative that residents are allowed to perform property maintenance and home improvements during daytime hours without the harassment or bullying from neighboring residents.

I believe that updating By-Law No. 21-2017 to reflect these considerations will not only enhance the quality of life for all residents but also demonstrate our commitment to inclusivity and fairness within our community. It is crucial that our regulations strike a balance between protecting quiet enjoyment and respecting the diverse needs of our residents, including those with disabilities such as hearing impairments and therapeutic/special needs.

I would be happy to provide any additional information or assistance that may be helpful in this review process. Please feel free to contact me at [REDACTED] or via email at [REDACTED] if you require further clarification or would like to discuss this matter further.

Thank you for considering my concerns and for your attention to this important issue. I look forward to a positive outcome that benefits all members of our community.

Yours sincerely,

Rita Durdos

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June 27, 2024

Association of Municipalities of Ontario  
155 University Ave | Suite 800  
Toronto, ON M5H 3B7

Sent via email: [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

**Re: Green Roads Pilot Project  
Our File 35.72.3**

To Whom it May Concern,

At its meeting held on June 24, 2024, St. Catharines City Council approved the following motion:

WHEREAS St. Catharines has declared a climate emergency, recognizing the urgent need to address and mitigate the impacts of climate change on our community and environment; and

WHEREAS alternatives to traditional road surfacing materials exist, including green roads technologies that are more sustainable and environmentally friendly; and

WHEREAS bioresin is a natural alternative that can be used to support road surfacing, providing a more sustainable option that reduces our reliance on petrochemical-based products; and

WHEREAS many secondary roads in St. Catharines require resurfacing, presenting an opportunity to explore and implement innovative and sustainable road surfacing solutions; and

WHEREAS Good Roads, the Association of Municipalities of Ontario (AMO), and the Federation of Canadian Municipalities (FCM) have presented alternatives for municipal road restoration that include sustainable and environmentally friendly materials and methods; and

WHEREAS other municipalities, such as Centre Wellington, have entered into a similar pilot project using bioresin and other sustainable materials, demonstrating a commitment to innovation and environmental stewardship; and

WHEREAS implementing pilot projects using bioresin on city roads can provide valuable data and insights into the feasibility, performance, and environmental benefits of this alternative material; and

WHEREAS the Federation of Canadian Municipalities (FCM) has established the Green Municipal Fund which includes new funding for pilot projects to test innovative and ambitious technologies to improve environmental outcomes;

THEREFORE BE IT RESOLVED that St. Catharines City Council directs staff to investigate the feasibility and potential benefits of using bioresin on City road works; and

BE IT FURTHER RESOLVED that staff investigate other alternative construction materials and methods for road works that minimizes the City's carbon footprint and are more environmentally sustainable; and

BE IT FURTHER RESOLVED that staff prepare a report on the findings, no later than Q3 2024, including potential costs, benefits, and environmental impacts of using bioresin or other sustainable construction materials or methods for road works, and if feasible, a list of City streets where a pilot project may be considered in accordance with the City's procurement policy; and

BE IT FURTHER RESOLVED that this resolution be sent to all Ontario municipalities, the Association of Municipalities of Ontario (AMO), and the FCM to encourage the exploration and adoption of sustainable road surfacing alternatives.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Donna Delvecchio, Acting City Clerk  
Legal and Clerks Services, Office of the City Clerk  
:sm

cc: all Ontario Municipalities



**City of Stratford, Corporate Services Department**

Clerk's Office

City Hall, P. O. Box 818, Stratford, Ontario N5A 6W1

Tel: 519-271-0250, extension 5237

Email: clerks@stratford.ca

Website: www.stratford.ca

July 26, 2024

Sent via email – deputy-clerk@osmtownship.ca

Liz Ross,  
Deputy Clerk  
Township of Otonabee-South Monaghan

**Re: Resolution Regarding the Importation and Safe Use of Lithium-ion Batteries**

We acknowledge receipt of your correspondence dated June 28, 2024, regarding the above-mentioned matter.

The said correspondence was provided to Stratford City Council for their information as part of the July 22, 2024, Council meeting Consent Agenda (CA-2024-124). Council adopted the following resolution:

**THAT CA-2024-124, being a resolution from The Corporation of the Township of Otonabee-South Monaghan regarding the Importance of Safe Use of Lithium-ion Batteries, be endorsed.**

Sincerely,

*A. Pascual*

Audrey Pascual, Deputy Clerk

/mf

cc: Hon. David Piccini, Minister of Labour, Immigration and Skills Development  
Association of Municipalities of Ontario  
All Ontario municipalities





# *The Corporation of the Township of Otonabee-South Monaghan*

June 28, 2024

Via Email: [david.piccinico@pc.ola.org](mailto:david.piccinico@pc.ola.org)

Hon. David Piccini M.P.P.  
Minister of Labour, Immigration, Training and Skills Development  
117 Peter Street  
Port Hope, ON  
L1A 1C5

Dear Minister Piccini:

**Re: Regulations for the Importation and Safe Use of Lithium-ion Batteries**

I am writing today to bring to your attention a matter of significant importance to the Township of Otonabee-South Monaghan, regarding the importation and safe use of lithium-ion batteries.

At the June 17, 2024 Council Meeting the Fire Chief of the Township of Otonabee-South Monaghan made a presentation to Council on the dangers presented by lithium-ion batteries. The Fire Chief was reporting back from attending the Charged For Life Symposium presented by the Office of the Fire Marshal.

During the presentation, the Fire Chief stressed that the increased importation and use of non-Original Equipment Manufacturer (OEM) aftermarket batteries is presenting a significant increase in fire and explosion, putting citizens and responding personnel in danger. These after market batteries are not Underwriter Laboratories of Canada (ULC) certified but can be imported into Canada without any associated regulations.

Unlicensed persons and locations can store and modify lithium-ion batteries in our communities without regulations, providing dangerous conditions within a community. Charging these batteries within the home or multi-unit dwellings can result in larger fires with grave results.

Email: [info@osmtownship.ca](mailto:info@osmtownship.ca) Telephone: 705.295.6852 Facsimile 705.295.6405  
P.O. Box 70 20 Third St Keene, ON K0L 2G0  
Visit our website at [www.osmtownship.ca](http://www.osmtownship.ca) or follow us on Twitter @OSMTownship

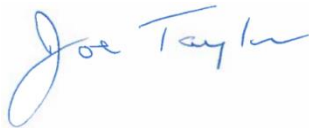
As Canada becomes more aware of Green Energy solutions, these batteries are used more often, increasing the danger to our communities. We support the Ontario Fire Marshal's program to educate citizens on the danger associated with lithium-ion batteries and encourage every municipality to actively promote safe practices for the use of lithium-ion batteries.

We also call upon all levels of government to enact regulations for the importation, sale, storage, and use of non-OEM or ULC certified lithium-ion batteries.

Thank you in advance for your attention to this very critical issue, and I look forward to your prompt consideration and support.

Please do not hesitate to contact me or our Fire Chief if you require any additional information.

Yours truly,  
Township of Otonabee-South Monaghan

A handwritten signature in blue ink that reads "Joe Taylor". The signature is written in a cursive style with a large initial "J".

Joe Taylor, Mayor

Cc: MP, Philip Lawrence  
All Ontario Municipalities



The Corporation of the Municipality of Wawa

H

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, July 23, 2024

<b>Resolution # RC24168</b>	<b>Meeting Order: 11</b>
<b>Moved by:</b> <i>M Hatfield</i>	<b>Seconded by:</b> <i>Cathy Cannon</i>

**WHEREAS** Council of the Municipality of Wawa received correspondence from the Ontario Forest Industries Association dated June 19, 2024 regarding Immediate Action Needed to Support Ontario’s Forest Sector;

**NOWHEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Wawa does hereby receive and support the correspondence dated June 19, 2024 from the Ontario Forest Industries Association and urges the Ontario government support all measures targeting the immediate challenges the Ontario Forest sector faces.

RESOLUTION RESULT	RECORDED VOTE	YES	NO
<input checked="" type="checkbox"/> CARRIED	<b>MAYOR AND COUNCIL</b>		
<input type="checkbox"/> DEFEATED	Mitch Hatfield		
<input type="checkbox"/> TABLED	Cathy Cannon		
<input type="checkbox"/> RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/> PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/> WITHDRAWN	Joseph Opato		

**Disclosure of Pecuniary Interest and the general nature thereof.**

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: \_\_\_\_\_

<b>MAYOR – MELANIE PILON</b> <i>M. Pilon</i>	<b>CLERK – MAURY O’NEILL</b> <i>Maury O'Neill</i>
---	--



June 19, 2024

The Hon. Graydon Smith  
Minister of Natural Resources  
Whitney Block  
99 Wellesley Street West  
Toronto, Ontario  
M7A 1W3

The Hon. Nolan Quinn  
Associate Minister of Forestry  
Whitney Block  
99 Wellesley Street West  
Toronto, Ontario  
M7A 1W3

Submitted via email.

**Re: Immediate Action Needed To Support Ontario's Forest Sector**

Minister Graydon Smith and Associate Minister Nolan Quinn,

Congratulations on your recent appointments within Premier Doug Ford's Cabinet. The Ontario Forest Industries Association (OFIA) looks forward to our productive and continued work together.

Over the last six months, three of Ontario's six pulp and paper mills have permanently closed or idled. Adding to the issue was the closure of a critical softwood pulp market in Quebec. As you know, these facilities served as important consumers of solid-wood byproducts from Ontario sawmills.

The OFIA appreciates the many opportunities we have had to speak with you and senior leadership within Ontario's Ministry of Natural Resources (MNR) and Premier's Office. This includes in-person meetings with members of OFIA's Board Executive Committee on January 19<sup>th</sup>, March 19<sup>th</sup>, and May 28<sup>th</sup>, 2024. During these meetings, the OFIA presented short and long-term actions Ontario could take to address the regional chip and pulpwood market crisis endorsed by the OFIA membership (incl.).

The industry eagerly anticipates government action on this matter, as operating conditions for many have continued to worsen over the past six months. Combined with weak markets for some finished products, many companies struggle to continue their operations. We are now facing an unprecedented challenge in the sector, which could have negative and long-lasting implications for northern and rural communities across Ontario.

Without immediate action in response to OFIA recommendations and, critically, the vetting of potential solutions through the industry to ensure programs truly meet the sector's needs, we fear Ontario could face further curtailments, job losses, and lost economic opportunity.

The OFIA is ready to work with the Ontario government to set the forest products sector on a long-term and stable path towards economic development and prosperity. This includes our

vision of a *Forest Energy Directive* to develop bioheat, district heating, liquid fuels, renewable gases, biocarbon, and electricity generation projects, supporting Ontario's massive forecasted growth in non-emitting energy demands.

We urge you and your colleagues to continue supporting all measures targeting the immediate challenges the Ontario forest sector faces and look forward to future discussions with you.

Sincerely,



Ian Dunn, R.P.F.  
President & CEO  
Ontario Forest Industries Association  
Cell: 647-297-3827

Incl. March 19<sup>th</sup>, 2024 Slide Deck – Summary of Input from the Membership – OFIA Meeting with the Hon. Graydon Smith

May 28<sup>th</sup>, 2024 Slide Deck – Ontario Forest Energy Directive

CC The Hon. Caroline Mulroney, President of the Treasury Board  
The Hon. Peter Bethlenfalvy, Minister of Finance  
The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade  
The Hon. Greg Rickford, Minister of Northern Development and Indigenous Affairs  
The Hon. George Pirie, Minister of Mines  
The Hon. Steven Lecce, Minister of Energy and Electrification  
The Hon. Sam Oosterhoff, Associate Minister of Energy Intensive Industries  
The Hon. Todd Smith, Minister of Education  
The Hon. Paul Calandra, Minister of Municipal Affairs and Housing  
MPP John Yakabuski, Parliamentary Assistant to the Minister of Energy  
MPP Kevin Holland, Parliamentary Assistant to the Minister of Mines  
Deputy Minister Drew Vanderduim, Ministry of Natural Resources  
OFIA Membership

## City Council

### Member Motions - Meeting 19

<b>MM19.5</b>	ACTION	Adopted		Ward: All
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### **Requesting the Province to Support Family Physicians - by Councillor Dianne Saxe, seconded by Councillor Mike Colle**

#### **City Council Decision**

City Council on June 26 and 27, 2024, adopted the following:

1. City Council request the Minister of Health to take immediate action to:
  - a. properly compensate family physicians with appropriate fee increases; and
  - b. reduce the administrative burden that the Province places on family doctors so they have more time to see their patients.
2. City Council forward City Council’s decision to the Premier of Ontario, the Minister of Health, the Association of Municipalities of Ontario, and the municipal Clerks of Ontario's municipalities.
3. City Council request a direct response from the Minister of Health within 30 days.

#### **Summary**

On May 13, 2024, the City of Belleville set a good example by passing a resolution calling upon the provincial government to improve compensation and reduce administrative burden for Ontario’s family physicians. Toronto should do the same.

The Province of Ontario is responsible for providing quality health care to all residents of Ontario. Family medicine is the backbone of the healthcare system and providing timely access to a primary health care provider for everyone in Ontario, is essential and should be a top Provincial Government priority. Instead, the shortage of family physicians has reached a crisis point.

Millions of Ontario residents, and hundreds of thousands of Torontonians, do not have a family doctor. Studies show that patients without a primary care provider have poorer health outcomes while costing the health care system more. Meanwhile, hospitals, emergency rooms and clinics are overloaded by residents’ unmet health care needs.

The Province of Ontario could address this issue quickly and efficiently by paying fair wages to family physicians and by lessening the undue administrative burden this provincial government imposes on family doctors.

#### **Background Information (City Council)**