



The Corporation of the Municipality of Whitestone

**Agenda of Regular Council Meeting
Tuesday January 24, 2023**

Dunchurch Community Centre

and

Join Zoom Meeting **(Video)**

<https://us02web.zoom.us/j/89403946925>

(Phone Call Only)

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 894 0394 6925#

Meetings are recorded. Both the audio and video are posted on the Municipal Website

1. Call to Order and Roll Call

6:30 p.m.

National Anthem

Indigenous Land Acknowledgement Statement

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

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

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

2. Disclosure of Pecuniary Interest

3. Approval of Agenda ®

4. Presentations and Delegations - None

Move into Committee of the Whole ®

5. Planning Items

- 5.1 Consent Application B57/2022(W) – HISEY & MANERY®
 - Memorandum from John Jackson, Planner dated December 20, 2022
- 5.2 Proposed Zoning By-Law amendment is to rezone Part Lot 24, Concession 6, in the geographic Township of Burton, from Waterfront Residential 1-Limited Service (WF1-LS) to Tourist Commercial Exception # (C2-#) Zone – ROBERTS ®
 - Supplementary Report from John Jackson, Planner dated January 4, 2023

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 Special Council Meeting Minutes for January 5, 2023.
 - 7.1.2 Special Council Meeting Minutes for January 9, 2023.
 - 7.1.3 Regular Council Meeting Minutes for January 10, 2023.
 - 7.1.4 Special Council Meeting Minutes for January 12, 2023.
 - 7.1.5 Special Council Meeting Minutes for January 16, 2023.
- 7.2 Unfinished Business (listed on page 5-9)

Matters Arising from Consent Agenda

8. Accounts Payable

- 8.1 Accounts Payable ®

9. Staff Reports

- 9.1 Memo
 - Fees and Charges By-law, Annual review and update ®
- 9.2 Report BLDG-2023-01
 - Building Services Update and Building Permit Activity to December 31, 2022 ®

10. By-Laws

- 10.1 By-law 07-2023, being a by-law to -Law to Close and Stop up that part of the original shore road allowance along the shores of Snowshoe Lake, in front of Lot 19, Concession 11, in the geographic Township of Ferrie, now Municipality of Whitestone, District of Parry Sound, designated as Part 1 according to Plan 42R-21963 - (JOHNSTON, Mathew) ®

- 10.2 By-law 08-2023, being a By-law to enter into an agreement with the Next Generation 9-1-1- Authority Service Agreement for 911 Services ®
- 10.3 By-Law 09-2023, being a By-Law to enter into an agreement with the Ministry of Natural Resources and Forestry for Municipal Forest Fire Management ®

11. Business Matters

- 11.1 2022 – A Year in Review Report ®
- 11.2 Memo: Revised Terms of Reference ®
 - Cemetery Board
 - Thrift Shop Committee
- 11.3 Bottle Shed Report for Aulds Road Landfill Site
Whitestone McKellar Lions Club ®
- 11.4 Notice of Motion – Councillor Scott Nash ®

THAT to conduct their duties, each Member of Council must have access to an electronic device that has the capability of sending and receiving Municipality of Whitestone email, and connecting to the Municipal Office and Community Centre wireless network to enable the viewing of electronic meeting agenda packages; and

THAT to assist with the purchase, maintenance and support of adequate electronic devices and internet access, each Member of Council is entitled to an annual Electronic Device Allowance; and

THAT security, safekeeping, maintenance and support with respect to the electronic device, as well as its applications, any peripherals and internet connectively support are the sole responsibility of the Member of Council. Password protection for the device is required; and

THAT the following Electronic Device Allowance be provided to Members of Council:
Year 1 - \$1,300 and Year 2, 3 and 4 - \$600; and

THAT to be eligible for reimbursement of the annual Electronic Device Allowance, each Member of Council must complete and submit the Electronic Device Allowance request form on an annual basis, to the Treasurer or designate.

12. Correspondence ®

Matters Arising from Correspondence

13. Councillor Items

14. Questions from the Public

15. Confirming By-law ®

16. Adjournment ®

Unfinished Business

DATE	ITEM AND DESCRIPTION	ASSIGNED TO	STATUS
April 2019	Animal and Bird Control By-law	Agricultural Committee	DRAFT By-law for information and discussion presented at for the Regular Council meeting of October 4, 2022. For discussion by Council in 2023
March 15, 2021	Review of By-law 20-2014 (being a By-law for the licensing, regulating/governing of rental units in Whitestone)	Ad Hoc Committee	On June 7, 2022 Council passed a By-law to amend the Municipality's Zoning By-law in regards to a revision of the definition of Short Term Rental Unit. The last date for filing a notice of appeal was the 11th day of July, 2022 A revised By-law for the licensing, regulating/governing of rental units and protocol is in process. Further work on this issue to be done in 2023.
AS OF JANUARY 2022			
Feb 22, 2022	Staff Report PW-2022-01 Churlee Road Boat Launch THAT the Council of the Municipality of Whitestone does hereby receive Staff Report PW-2022-01 (Churlee Road Boat launch) for information, AND THAT the Council of the Municipality of Whitestone does hereby provide the following direction:	Manager of Public Works	Report presented at the September 6, 2022 Regular Council meeting. Follow-up from the September 6, 2022 Council meeting – staff to consider the possibility of a boat launch adjacent to a CRA that runs off of Farley's Road. Report to Council April 2023
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,	Planning Staff and CBO	To be reviewed with the Applicant January 2024

	now in the Municipality of Whitestone from the Rural (RU) Zone to a Rural (RU) Exception Zone – ANDERSON/PATTERSON		
April 19, 2022	<p>Report from WahWashKesh Landings Task Force regarding Paid and Enforced Parking.</p> <p>THAT the Council of the Municipality of Whitestone does hereby receive the report of the WahWashKesh Landings Task Force dated April 19, 2021 regarding paid and enforced parking for information, and consider its recommendations</p>	Mayor Comrie with assistance of staff as needed	Ongoing
	<p>Report from WahWashKesh Landings Task Force regarding Paid and Enforced Parking.</p> <p>THAT the Council of the Municipality of Whitestone does hereby approve in principle the introduction of paid and enforced parking at the WahWashKesh landings, as soon as practical.</p>	Mayor Comrie with assistance of staff as needed	Anticipated for 2023
	<p>Report from WahWashKesh Landings Task Force regarding Paid and Enforced Parking.</p> <p>THAT the Council of the Municipality of Whitestone does hereby request staff to bring forward an amendment to By-law 38-2016, being a By-law to regulate traffic and to govern and control the parking of vehicles within the Municipality of Whitestone, in support of the implementation of enforced parking at the WahWashKesh landings, as soon as practical</p>	Mayor Comrie with assistance of staff as needed	Anticipated for 2023
	<p>Report from WahWashKesh Landings Task Force regarding Paid and Enforced Parking.</p> <p>THAT the WahWashKesh Landings Task Force develop an implementation plan for paid and enforced permit parking at the WahWashKesh</p>	Mayor Comrie with assistance of staff as needed	Anticipated for 2023

	landings in cooperation with the WahWashKesh Conservation Association and Municipal Staff.		
	Report from WahWashKesh Landings Task Force regarding Paid and Enforced Parking. THAT the WahWashKesh Landing Task Force negotiate a revised agreement with the WahWashKesh Conservation Association with respect to the WahWashKesh landings, following the WWKCA 2022 AGM, for ratification by Whitestone Council.	Mayor Comrie with assistance of staff as needed	Anticipated for 2023
	ADMIN-2022-09 Lorimer Lake Resort Property – wetlands / beaver pond THAT the Council of the Municipality of Whitestone does hereby receive report ADMIN-2022-09 (Lorimer Lake Resort property – wetlands / beaver pond) for information.	Planning Consultant	Clerks Note: Members of Council had an interest in pursuing this matter further with a request to: <ul style="list-style-type: none"> • Provide a report on EP Zones that were inadvertently eliminated from the Zoning Maps in 2018 • A typical Fill By-law • A typical Site Alteration By-law and • A review of how other local Municipalities manage EP Zones In progress; no date has been set by the Consultant at this time for completion.
July 5, 2022	AMBIANCE FINE HOMES INC. Proposed Zoning By-law amendment is to rezone part Lots 40 and 41, Concession A, in the geographic Township of Hagerman and fronting on Highway 124, from the Industrial Pit (M2) Zone to the Industrial (M1) Zone. THAT the Council of the Municipality of Whitestone receives the Ambiance Fine Homes Inc. Proposed Zoning By-law amendment to rezone part of Lots 40 and 41, Concession A, in the geographic Township of Hagerman and fronting on Highway 124, from the Industrial Pit (M2) Zone to the Industrial (M1) Zone for information.	CAO/Clerk and Planning Consultant	Per media release on September 21, 2022 an appeal to the Ontario Land Tribunal (OLT) has been received and is in progress. The OLT met on January 10, 2023 Next Hearing date: March 10, 2023, at 10 am. Link to meeting: https://global.gotomeeting.com/join/927921077

	<p>AND THAT the following direction is hereby provided with respect to the next steps:</p> <p>A peer review to be conducted of the planning, environmental, and socio-economic issues associated with the application to address the questions raised by the public, and suggest mitigation measures, at the applicant's cost</p>		
July 19, 2022	<p>Subdivision Application S01/2022(W) – STO NETWORK CONSULTING INC., 12628465 CANADA INC. (Graham Keene) THAT staff work with John Jackson and the applicant to address the concerns raised in the Public Meeting</p>	Staff and Planning Consultant	<p>Review in progress – Decision deferred at the October 18, 2022 Regular Council meeting pending the receipt of further information.</p> <p>Item to be placed on the February 21, 2023 Council meeting Agenda</p>
September 20, 2022	<p>Staff will consider accessibility needs at the Dundome, the Community Centre and Municipal Office for the 2023 budget</p>	Public Works Manager	2023 Budget
October 4, 2022	<p>Farley's Road Parking area Council requested that staff obtain legal advice in respect of the Farley's Road parking and boat launch.</p>	<p>Manager of Public Works</p> <p>Planning Assistant</p>	<p>December 5, 2022 Council passed the following</p> <p>THAT the Council of the Municipality of Whitestone does hereby approve the use of the Farley's Road boat launch parking area for non-deeded access users at no charge, for the 2022-2023 winter season;</p> <p>AND THAT Staff be requested to report back to Council by April 2023 in respect of parking capacity at the Farley's Road boat launch property and options for increased access for non-deeded access users;</p> <p>AND THAT the title instruments on each of the 12 registry pins be obtained to verify their rights in title.</p>

January 10, 2023	Notice of Motion - Requested by Councillor Joe Lamb THAT the Council of the Municipality of Whitestone does hereby request Staff to investigate the possibility of providing health benefits and insurance coverage to Members of Council. Carried	Treasurer	Review in progress
	Staff to develop an electronic calendar for Member of Council for Meetings / Events / Committees / Boards / Formal Events in which a member will be attending as a representative of Council, excluding Council meetings	Administration Staff	In progress
	Council will invite the new Chairperson of the Belvedere Board of Management as well as Township of McKellar Councillor Debbie Zulak to speak to Council in the future about Belvedere Heights and Life Leases	Administrative Staff	Date to be determined

END

Correspondence

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

- A. 2023 FONOM Northeastern Municipal Conference
- B. The Labour Market Group Monthly Jobs Report Newsletter dated November 2022.
- C. Magnetawan Watershed Land Trust report for 2022.

PLANNING ITEMS

CONSENT APPLICATION NO B57/2022(W)

PART OF LOTS 31 & 32, CONCESSION 3

GEOGRAPHIC TOWNSHIP OF MCKENZIE

26 AULDS ROAD

ROLL #4939 0500 0405 000

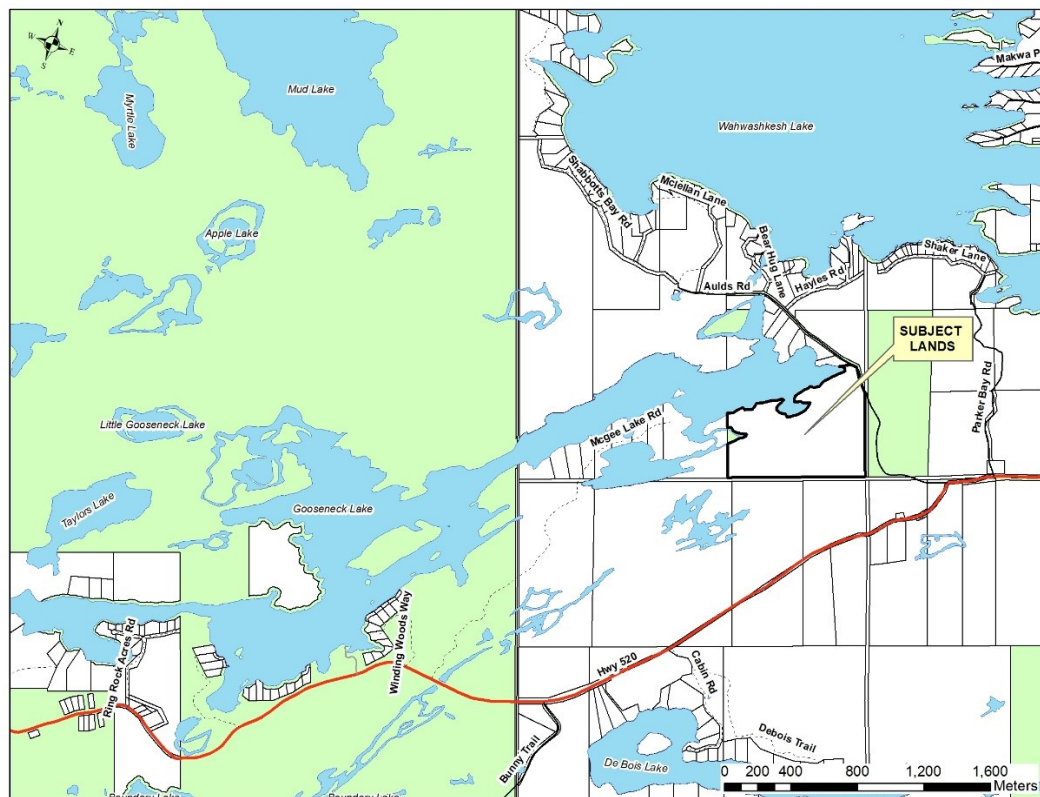
APPLICANTS: Heather Hisey, Susan Manery

AGENT: Steve Munro

December 20, 2022

BACKGROUND/PURPOSE

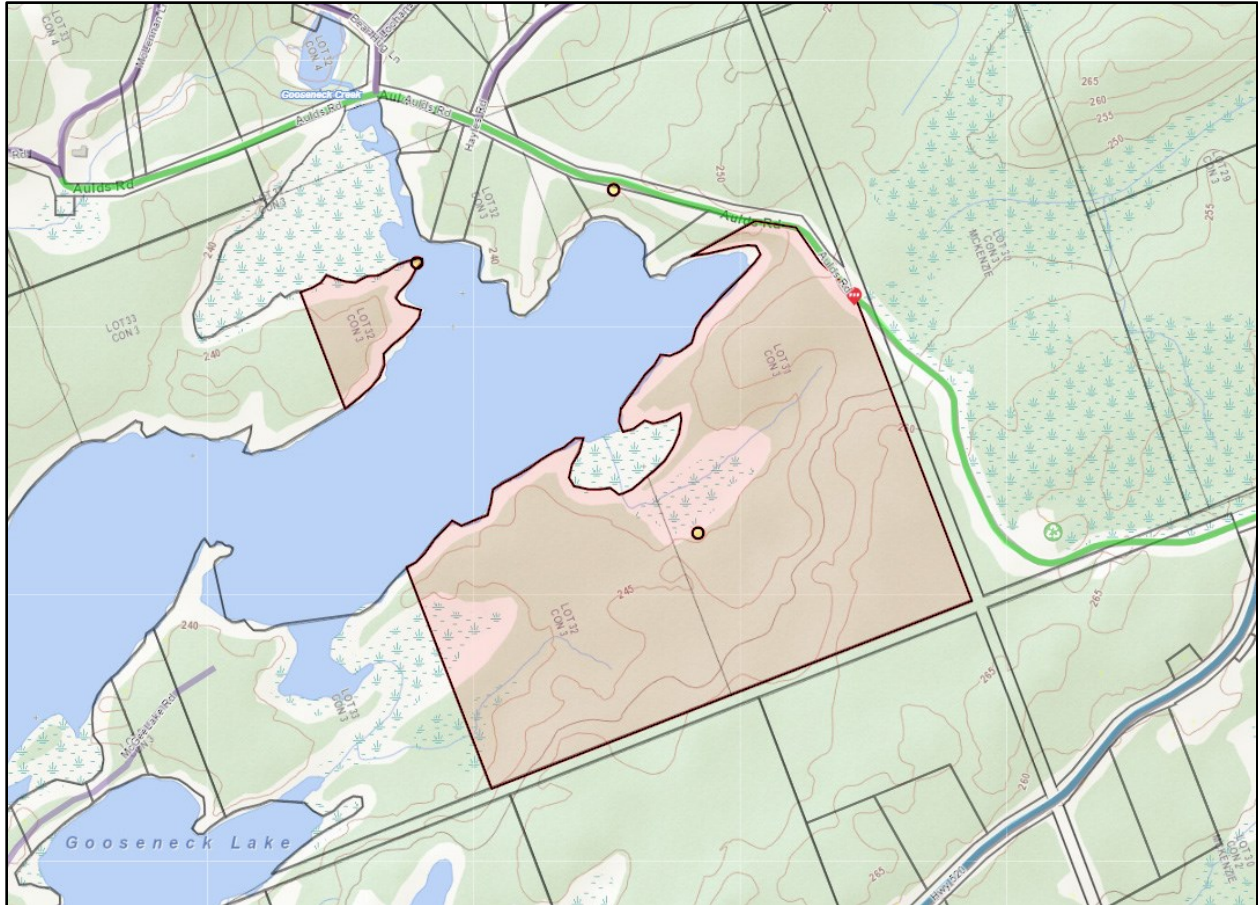
Heather Hisey and Susan Manery own a large parcel on the east branch of Gooseneck Lake that has approximately 100 acres and 4000 feet of lake frontage.



PROPERTY DESCRIPTION

The lands are currently vacant.

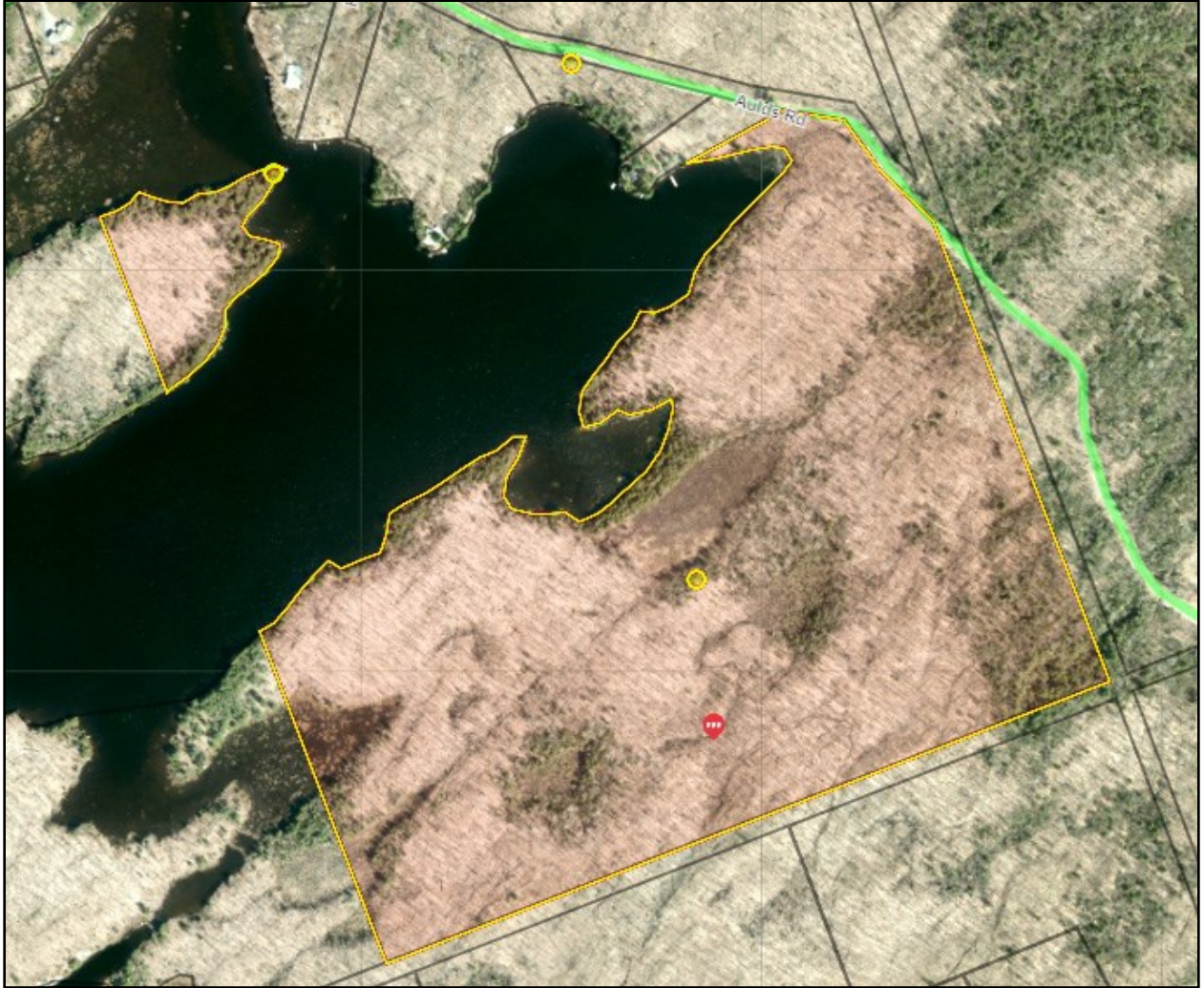
The topography is variable but moderately so. There are two prominent shoreline wetlands along parts of the frontage.



The lands also include an internal wetland.

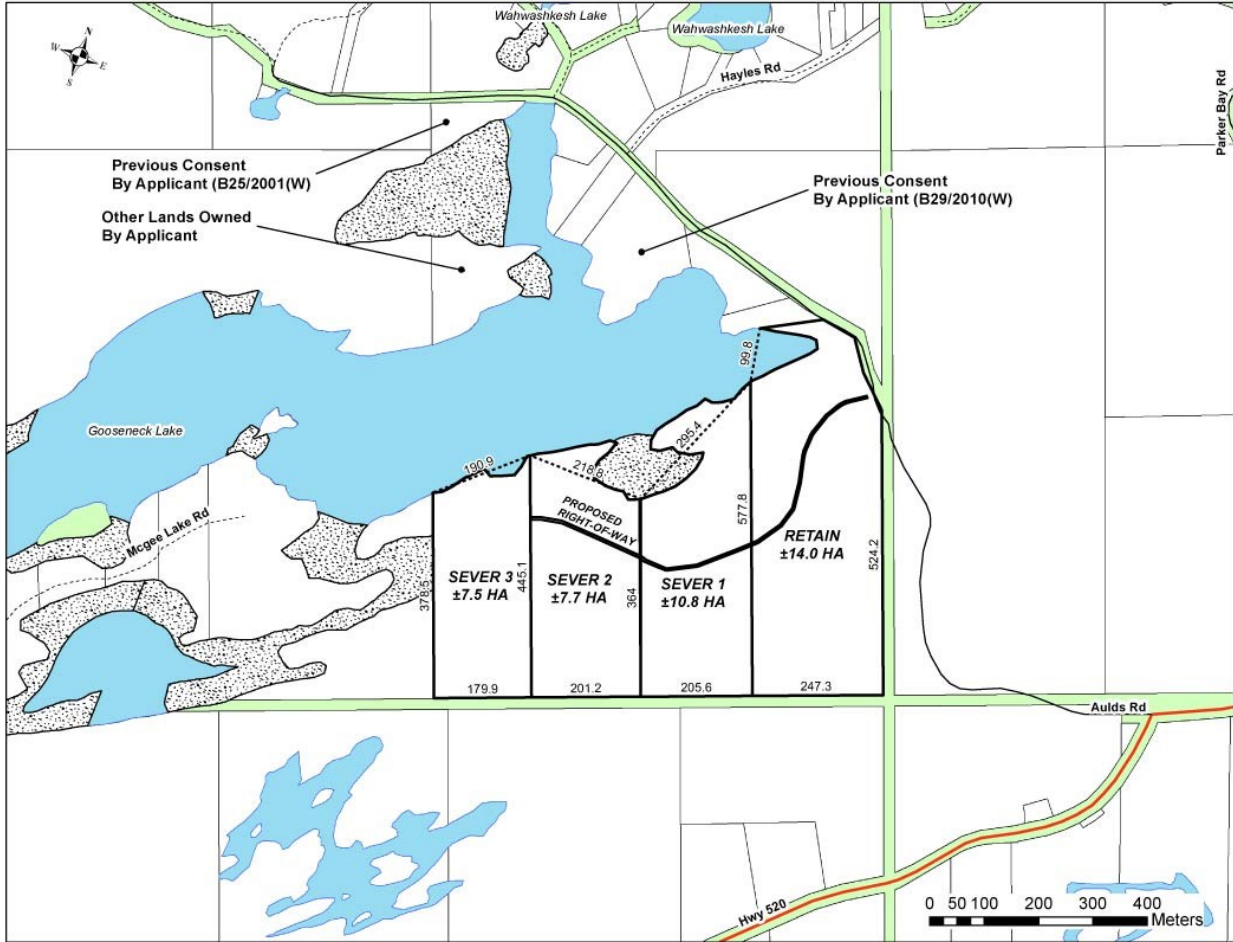
There is a small ridge along the south side of the property.

The lands are primarily forested with hard woods along the shore.



PROPOSED CONSENT

The application is to create three new lots accessed by a private right-of-way off Auld's Road.



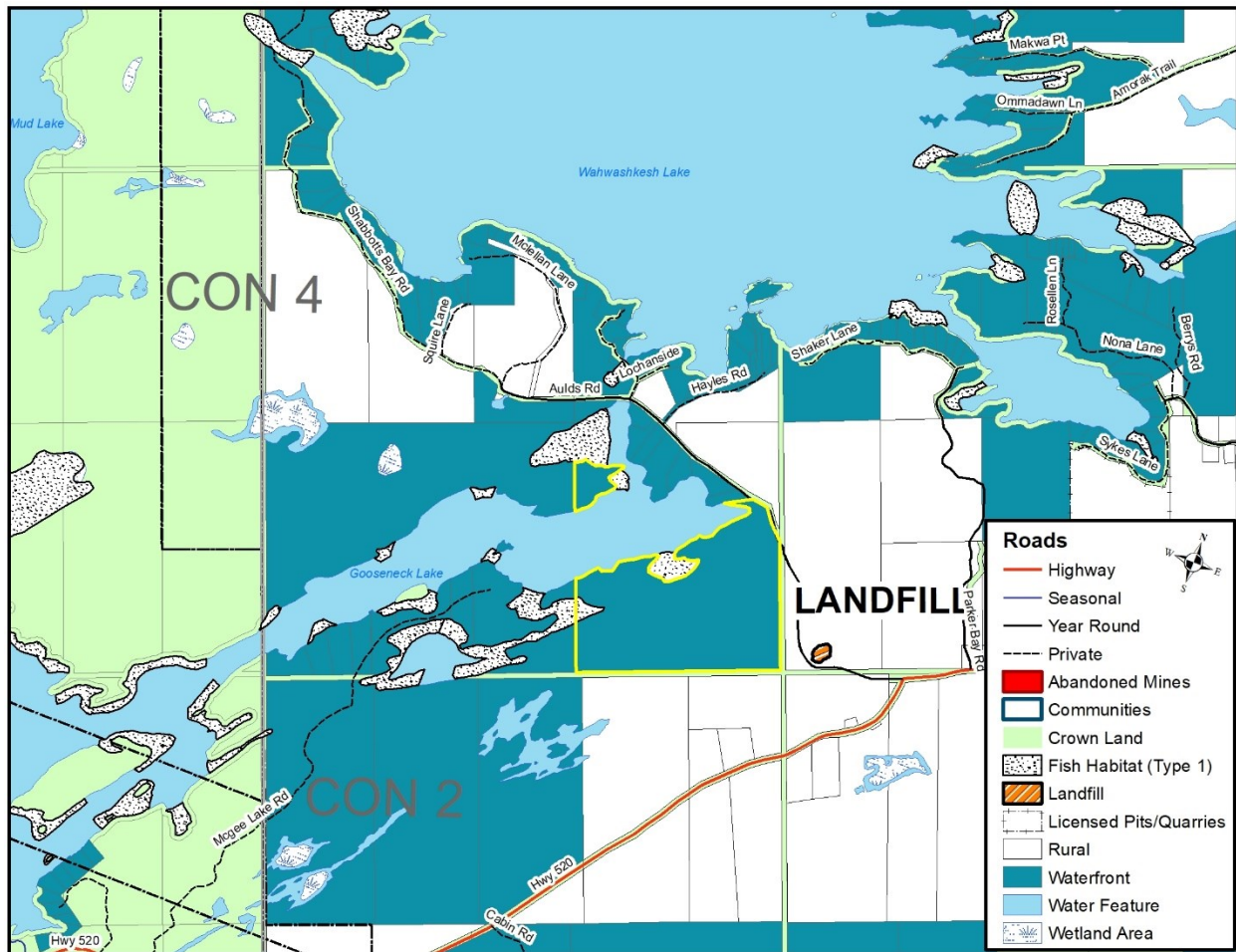
The proposed lots will be large with an average size of 25 acres and 300 to 600 feet of frontage.

LOT SIZES

	Area (ha)	Frontage (m)
RETAIN	14	100
LOT 1	10.8	295
LOT 2	7.7	218
LOT 3	7.5	191

OFFICIAL PLAN

The lands are primarily designated waterfront.



There are two locations of Type 1 Fish Habitat.

There are lake-specific policies that apply to Gooseneck:

"17.02 Gooseneck Lake

17.02.1 Gooseneck Lake is located partly in Burton and partly in McKenzie Townships and empties into the south basin of Lake Wahwashkesh. Although the lake is small (217 ha) it has over 22.8 kilometres of shoreline.

17.02.2 Much of the lake is water access. There is a historical public access on the lake that the Municipality supports maintaining using proceeds of any cash-in lieu of parkland collected as a condition of development or the sale of shore road allowances.

17.02.3 A large portion of the shoreline of Gooseneck Lake has been identified as Type 1 fish Habitat. Any development proposed along the shoreline will need to comply with the fish habitat protection policies of this Plan.

17.02.4 The water quality of Gooseneck is relatively good. However, there are a number of significant constraints to any new lot creation along the shoreline. When new lot creation is proposed, the approval authority will carefully consider impacts and appropriateness based upon the character of the lake and applying best management practices for new development.”

The proposed consent would appear to comply with the Waterfront policies of the Municipality for Gooseneck Lake.

There is a Gooseneck Lake Property Owners Association. This group has prepared a draft lake study that includes policy recommendations for the lake.

http://goosenecklakeassociation.ca/images/Newsletters/Specific-Lake-Policies_Gooseneck%20Lake_DRAFT%20June1%202021.pdf

In general terms, the recommendations relate to allowing a limited number of new lots on the lake with large standards for any new lots.

It is believed that the proposed consent follows the general intent of this report.

AULD LANDFILL

The lands are close to the former land fill on Auld’s Road.

Section 12.06.8 of the official plan states:

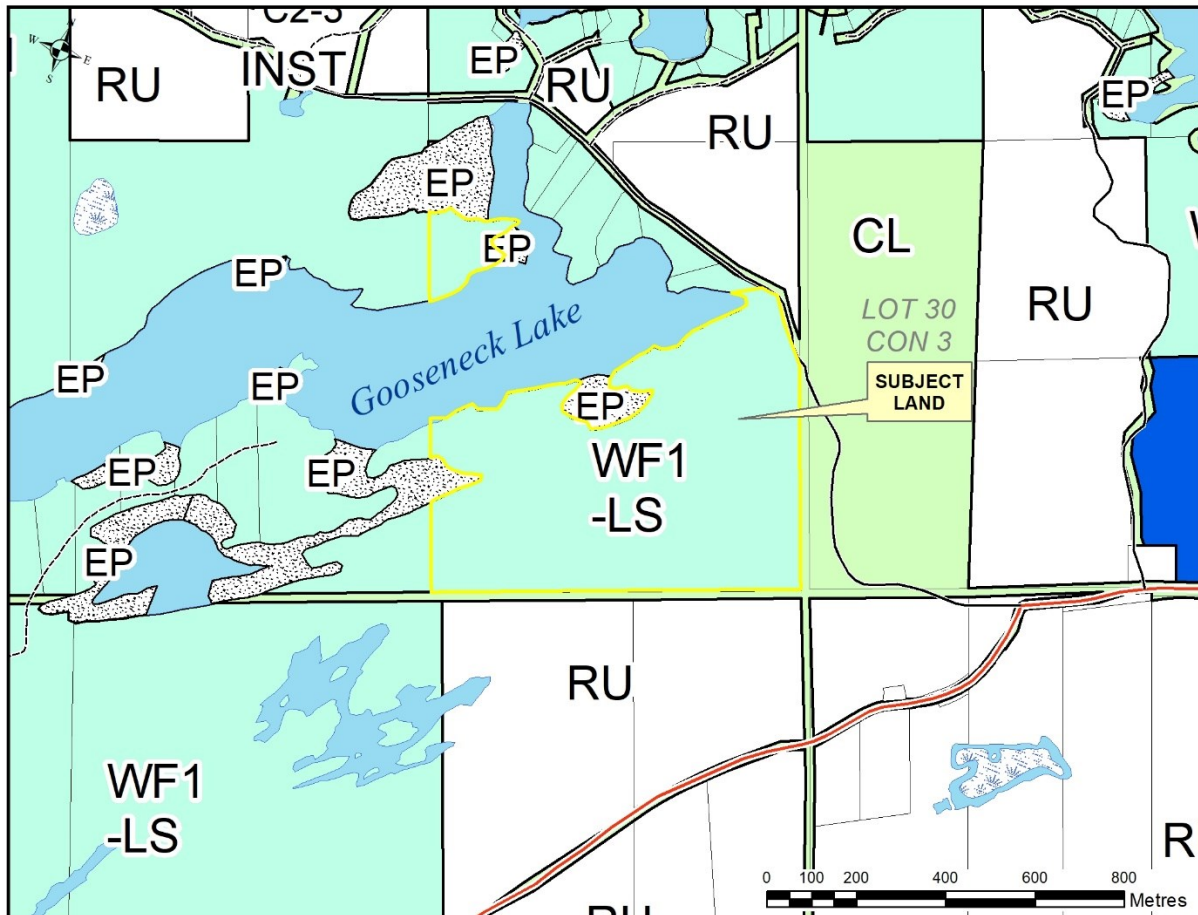
“12.06.8 Development in Proximity to Waste Disposal Sites and Unidentified Waste Disposal Sites

Where new development is proposed within 500 metres of the boundary of any waste disposal site, a feasibility study in keeping with the Ministry of the Environment and Climate Change’s D-Series Guidelines will need to be prepared by a qualified professional.”

The site of any future dwelling on the property is likely to be located on the lake and outside the 500 metre distance prescribed in this policy.

ZONING

The subject lands are zoned Waterfront Residential 1 – Limited Services (WF1-LS).



The proposed lots in this transaction will comply with the WF1-LS zoning.

PROVINCIAL POLICY STATEMENT (P.P.S.)

The lands are considered Rural Lands under the current P.P.S.

New recreational development is permitted in these areas.

The lands have only Type 1 Fish Habitat in terms of known natural heritage features. These areas will continue to be protected by the appropriate zoning.

In terms of threatened and endangered species, future owners will be required to comply with the legislation and work directly with the Ministry of Environment Conservation and Parks.

RECOMMENDATION

That the consent application to create three new lots with registered rights-of-way on Gooseneck Lake as applied for by Heather Hisey and Susan Manery in application B57/2022(W) be approved subject to the following conditions:

1. Rezoning the lands to recognize the proposed lot area and frontages of the newly created lots;
2. Entering into a 51 (26) agreement to recognize the private access, include special design features for septic installations and to provide the appropriate notices to protect fishery features and any relevant threatened or endangered species;
3. Undertake an environmental assessment by a qualified biologist;
4. Payment of a fee in lieu of parkland dedication;
5. Obtain 911 addressing; and
6. Payment of all applicable planning fees.

Respectfully,



John Jackson M.C.I.P., R.P.P.
JJ; jc

PARRY SOUND AREA PLANNING BOARD

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

NOTICE OF CONSENT

PROPOSED CONSENT APPLICATION No. B57 2022(W) – Hisey

TAKE NOTICE that the Parry Sound Area Planning Board is considering the above consent and you are being provided notice under Section 53 of the Planning Act, R.S.O. 1990, c.P13.

THE PURPOSE of the application is to create three (3) new lots with registered rights-of-way on Gooseneck Lake in Part of Lots 31 & 32, Concession 3, in the Municipality of Whitestone.

The application could **tentatively** be reviewed by the Parry Sound Area Planning Board on **January 30th, 2023 at 7:00pm**. Due to COVID-19 regulations the meeting will be held by video conference via the Zoom application that will need to be downloaded and installed after clicking on the link. The link is below and is also available at www.PSAPB.ca.

<https://us02web.zoom.us/j/7791245001?pwd=ZTlkazVqcZFGUFBOOTI0ckxKSDJZZz09>

Meeting ID: 779 124 5001

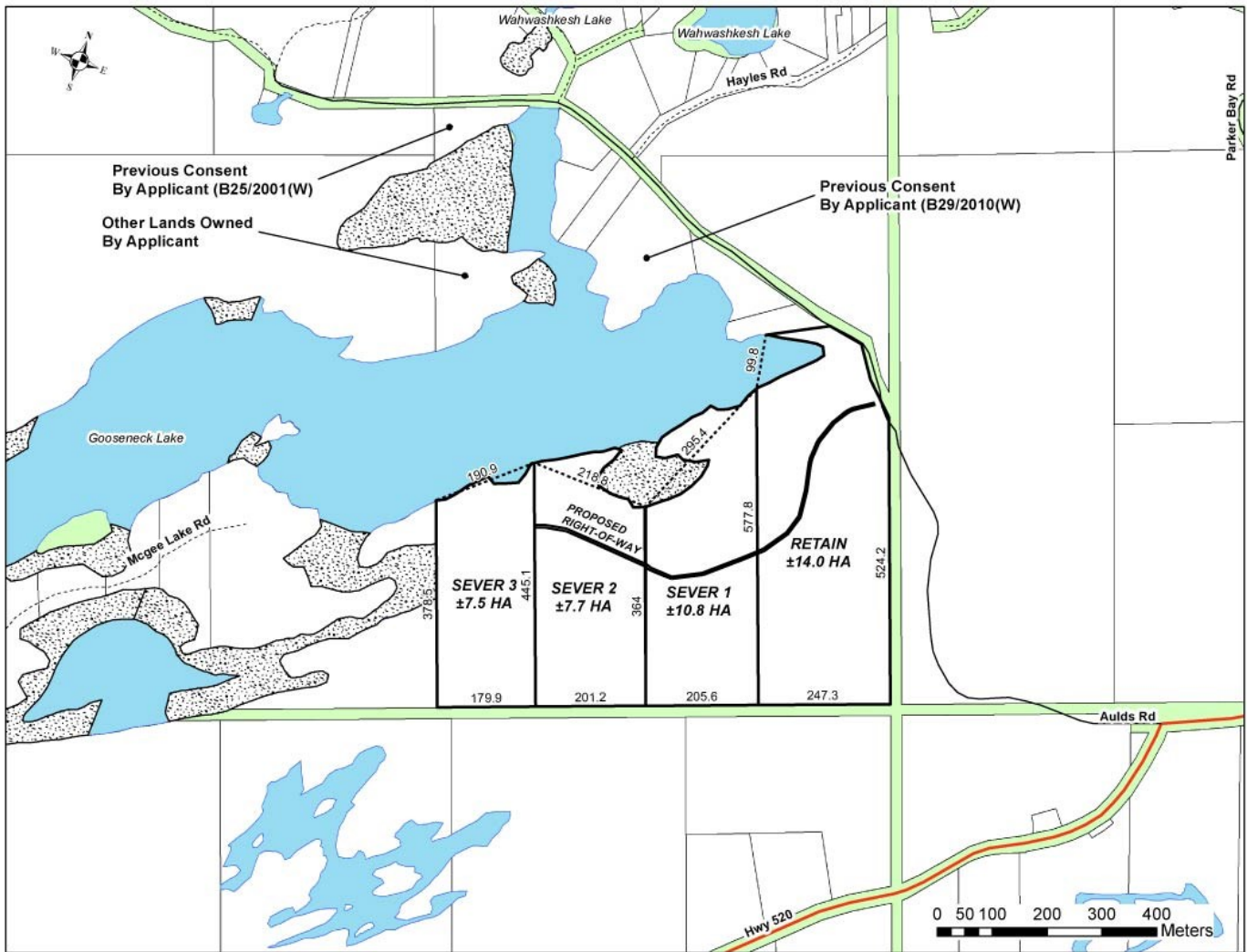
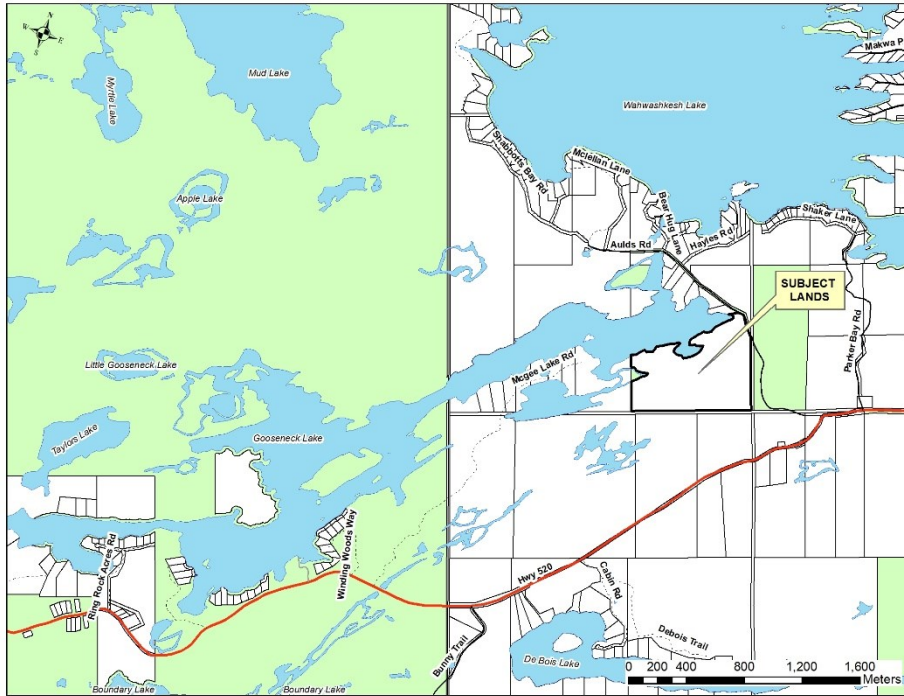
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IF you wish to be notified of the decision of the Parry Sound Area Planning Board in respect of the proposed consent, you must make a written request to the Parry Sound Area Planning Board, 1 Mall Drive , Unit #2, Parry Sound, Ontario P2A 3A9.

ADDITIONAL INFORMATION is available at the Parry Sound Area Planning Board Office, by appointment, at 1 Mall Drive , Unit #2, Parry Sound, Ontario P2A 3A9 by calling the office at 705-746-5216.

Dated at the Parry Sound Area Planning Board Office, this 13th day of January, 2023.

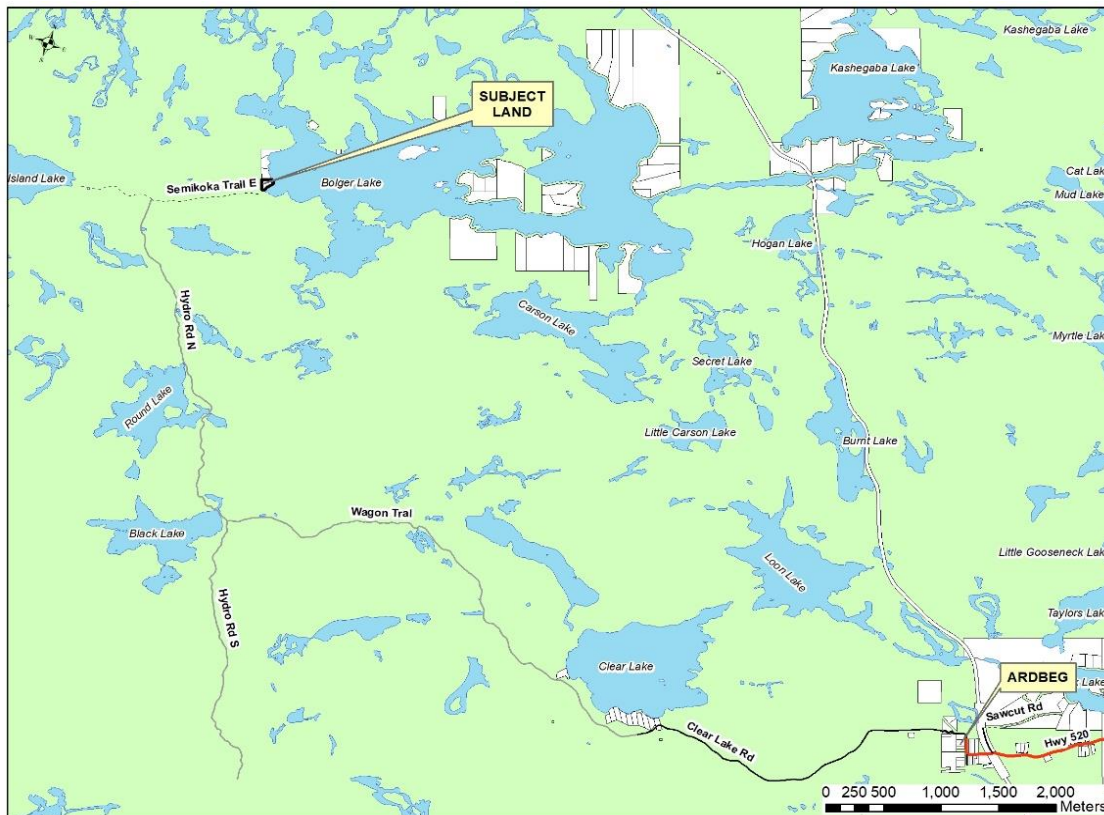
The key map on the opposite side of the page illustrates the lands which are the subject of the proposed consent.



SUPPLEMENTARY REPORT
PROPOSED BOLGER LANDING REZONING
(SEMIKOKA TRAIL)
APPLICANT: Will Roberts
January 4, 2023
AMENDED
BACKGROUND

Will Roberts has applied to rezone his property on Bolger Lake next to the landing for a marina and some ancillary uses. Key map is shown below.

A public meeting for this proposed rezoning took place on November 1, 2022 with a significant number of objections from lake residents received by the Municipality.



FACTS

1. Bolger and Kashegaba Lakes are entirely water access aside from the Will Roberts land next to the existing landing at Bolger Lake.
2. Bolger is a remote community with extremely limited access facilities.
3. The landing relies on an Association that maintains the access with limited facilities which include docks and parking.
4. There is a vehicular route (through difficult terrain) along the hydro line from Ardbeg to the road leading into Semikoka Trail to the landing.
5. The Magnetawan Pioneer Association is the organization that maintains the trail into the landing.
6. Many of the water access property owners leave their small boats along the shoreline adjacent to the landing, until they return to their cottage/property.
7. This cache of boats is quite significant and can be 40-50 boats throughout the year.
8. The shoreline of Bolger Lake is shore road allowance under the jurisdiction of the Municipality. No permits have been issued or required for the placement of boats on the shore road allowance.
9. The access road up the hydro line and in to the landing has been vastly improved in the last 20 years. Regardless, it remains a challenging journey for property owners and the public.
10. The hydro line trail has been popular for ATV's, UTV's and mudders over the decades. As population grows, so does the increase in the visitors to this region.

THE OBJECTIONS

There have been an extensive number of objections by lake residents. There have been a small number of submissions in support of the rezoning (see key map).

The following is a summary of the general concerns expressed by the objectors.

- Change to the remote culture of the lakes;
- Question of the need given the tradition;
- The potential to attract additional visitors and resulting in increased traffic;

- Environmental impacts;
- Impact on Type 1 Fish Habitat;
- Lack of studies to assess impacts;
- Compatibility conflicts;
- Conflict with official plan;
- Conflict with Conservation Reserve.

RESPONSE TO CONCERNS

RESISTANCE TO CHANGE.

It is evident that lake residents have cherished the lifestyle and culture of the remoteness of what Bolger and Kashegaba have provided over the past many years.

This type of resistance is typical and understood. Unfortunately, the pressure for change will not go away.

It is somewhat akin to bringing in land use planning controls into a region that previously did not exist. This pressure will not subside.

Change will occur and it can only be regulated and not avoided.

NEED

The current landing has worked but mostly because it must.

In any less remote context, the method of ensuring access to the lake residents would be considered chaotic at best.

The Municipality currently has no regulation in place to recognize use of the shore road allowance for boat storage.

It would appear, despite the contrary positions, that a private access arrangement will compliment the access needs of the community.

INCREASED TRAFFIC

The general increase in population is resulting in increased travel in many areas of Ontario. To a certain extent, this can be expected to affect Bolger/Kashegaba regardless of the rezoning application before council.

The remoteness of the landing attracts a special kind of adventurer and the rezoning will not likely create any perceptible heavy additional traffic loads in the area linked to the rezoning.

It is believed that the rationale for the proposed new business at the subject lands is to respond to the absence of any structured use at the public portion of the existing landing. In part, therefore, it is expected that some marina patrons will be generated from current land owners and users at the landing.

ENVIRONMENTAL IMPACTS

Apart from the Type 1 Fish Habitat, there are no evident environmental constraints on the subject lands.

The key elements for considering natural heritage are outlined in Section 2 of the provincial policy statements:

“2.1.4 Development and site alteration shall not be permitted in:

- a) significant wetlands in Ecoregions 5E, 6E and 7E1; and***
- b) significant coastal wetlands.***

2.1.5 Development and site alteration shall not be permitted in:

- a) significant wetlands in the Canadian Shield north of Ecoregions 5E, 6E and 7E1;***
- b) significant woodlands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)1;***
- c) significant valleylands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)1;***
- d) significant wildlife habitat;***
- e) significant areas of natural and scientific interest; and***
- f) coastal wetlands in Ecoregions 5E, 6E and 7E1 that are not subject to policy 2.1.4(b)***

unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

2.1.6 Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

2.1.7 Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.”

There are no significant wet lands on the subject lands.

There are no significant coastal wetlands.

There are no significant wildlife habitats on the property.

There is Type 1 Fish Habitat along a part of the frontage (see below).

There are no known habitats of threatened or endangered species.

Should development of the lands determine that there are habits of species at risk, it is the responsibility of the owner to satisfy the requirements of the Endangered Species Act by contacting the Ministry of Environment Conservation and Parks.

LAKE CONDITIONS

The information on Bolger and Kashegaba Lakes is limited. Over all, the lakes appear to be good quality with a high acidity.

The MNRF lake reports are attached and reveal no particular water quality issues.

The Official Plan policy for the lakes are set out in section 17.0.

17.01 Bolger/Kashegaba Lakes

17.01.1 Bolger and Kashegaba Lakes are located in Burton Township and straddle the CNR railway line. Historically, the railway was the primary access into these lakes. Access to the lakes remains poor. However, the inhabitants of these lakes understand the isolation and difficulty of access, often preferring float plane access. There are opportunities for a land division by consent where a limited number of lots are created. Only one new lot was created on these lakes in the last five years. The standard for new lots should reflect the pattern of existing development on the lakes.

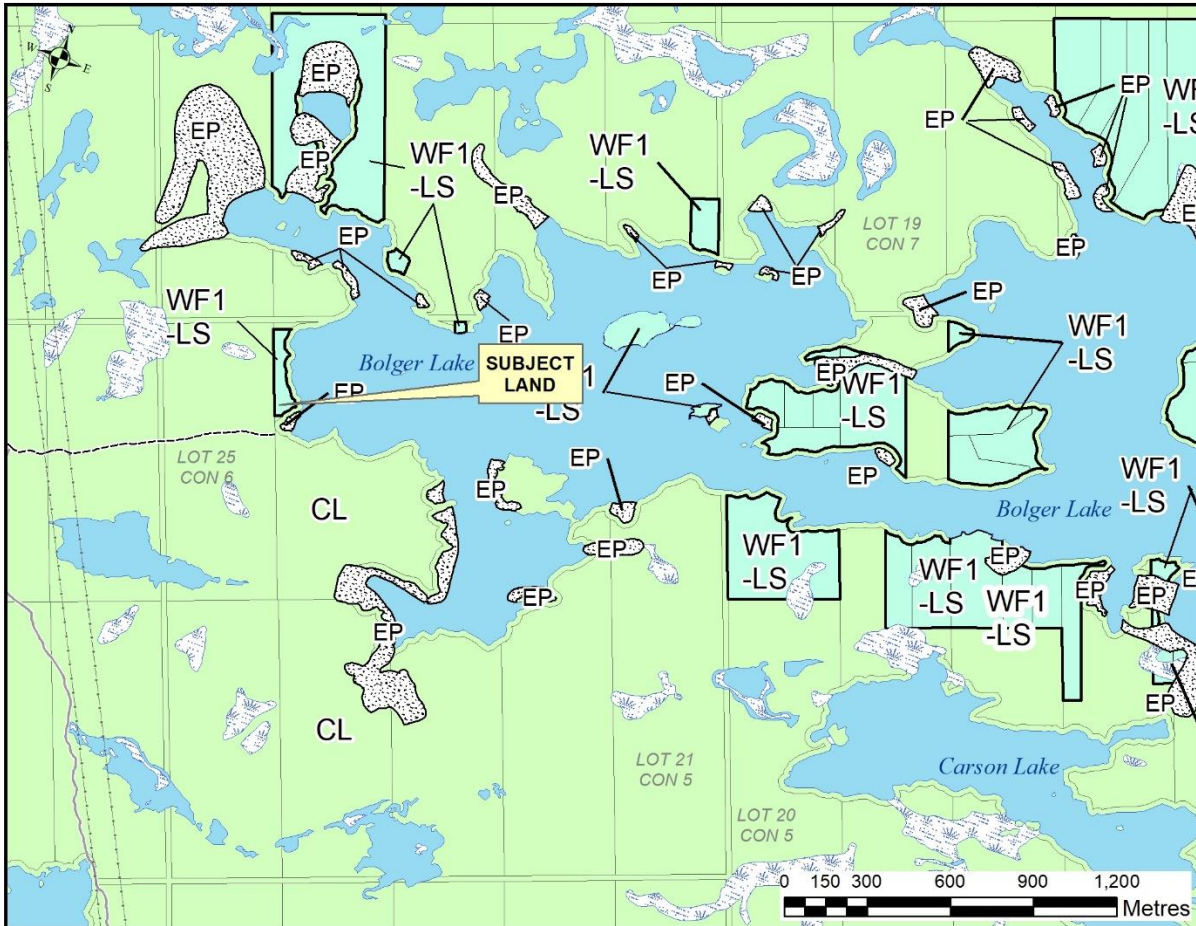
17.01.2 Access to Kashegaba and Bolger Lakes is increasing at the access facility adjacent to the hydro line at the west end of the lakes. This access point is limited in terms of space for both vehicular and boat parking. The trail or roadway in to the access point is in poor condition and can often be impassable. The municipality recognizes the efforts of lake residents to maintain this access arrangement and it supports this facility so long as the province continues to allow the access so long as it is recognized that the Municipality has no liability or responsibility for this facility.

17.01.3 Any proposal for additional lots on these lakes will be required to demonstrate that adequate parking and docking is available.”

TYPE 1 FISH HABITAT

The data shows an area of Type 1 Fish Habitat along part of the shoreline of the subject property.

Much of the shoreline of the adjacent lands at the existing public landing is located along Type 1 Habitat.



The applicant has provided a draft site plan where it is proposed that the placement of docks and shoreline improvements shall take place outside of the Type 1 Habitat areas.



STUDIES

The policy governing new commercial development is set out in section 14.0 of the Official Plan.

“14.01 The Council of the Municipality of Whitestone supports the establishment of new businesses in all areas to improve employment opportunities and to provide an increased commercial assessment base.

14.02 As it is difficult to predict where new industrial and commercial development may wish to locate, the designations of commercial and industrial have not yet been applied to any particular areas. Proposed businesses may locate in any designation subject to the following conditions in accordance with M.O.E.C.C.’s D-Series and Noise Guidelines:

14.02.1 submission of a report by the applicant describing the use and what measures, if any, that are proposed to mitigate against any impacts: financial; environmental; social; or physical;

14.02.2 an amendment to the zoning by-law;

14.02.3 the filing and approval of a site plan; and

14.02.4 consultation with any relevant agency.”

This policy is somewhat dated.

The applicant has retained a planner and followed the prescribed policy.

COMPATIBILITY

There have been a number of objections relating to a conflict between the proposed rezoning and the existing landing.

The concerns over incompatibility to some extent appear to be the rationale for the rezoning. The owner of land adjacent to the cache of boats wishes to place an effective buffer between the balance of his lands and the existing landing.

The applicant has agreed to a site-specific By-Law to limit the extent of uses in the Tourist commercial (C2) zone to those that are being proposed.

A revised draft zoning By-Law is attached.

ADJACENT CONSERVATION RESERVE

The area adjacent to the subject land is within the Wahwashkesh-Naiscoot Conservation Reserve (C326).

Conservation Reserves were part of the land use strategy for Crown lands developed in 1991. "CR's" were protected lands but have limited impact on private property. A copy of the C326 Management Plan is attached.

Key excerpts from this Plan include:

"In general, existing authorized recreational trails may be permitted to continue in conservation reserves as long as they do not impair the natural features and values for which the area is identified and as long as there are no significant environmental impacts. Accordingly, the authorized snowmobile trails continue to be authorized, but their use will be monitored to ensure that conservation reserve values are not being adversely impacted"

"Along the length of this site, there are numerous adjacent private land parcels that are not a part of the conservation reserve."

"The municipal road allowances, including shore road allowances, within the Municipality of Whitestone are excluded from the conservation reserve."

"MNR is prepared to consider authorization to the local cottagers' association to manage a parking area on Crown land at the access point to Bolger Lake."

CONCLUSION

The proposed rezoning of the Will Roberts land to permit a site-specific tourist commercial use including docks, parking and trailer uses is determined to be appropriate on the following bases.

- i. There are no conflicts with the Official Plan;
- ii. It is consistent with the P.P.S.;
- iii. A site-specific zoning By-Law would provide the specific uses to be allowed on the property;
- iv. There is not believed to be a compatibility issue; and
- v. There is no conflict with the adjoining Crown reserve.

Respectfully Submitted



John Jackson M.C.I.P., R.P.P.
JJ; jc

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE
By-law No. xx-2023

**Being a By-law to amend Zoning By-law No. 07-2018 as amended
for Part Broken Lot 24, Concession 6, Part Shore Road Allowance in front of Lot 24,
Concession 6 being Parts 8,9 & 10, Plan 42-R20588 in the geographic Township of
Burton, now in the Municipality of Whitestone
(ROBERTS, Will Rootham)
(Assessment Roll No. 49 39 040 005 00201)**

WHEREAS the Council of the Municipality of Whitestone has the authority to enact zoning By-laws under section 34 of the *Planning Act*;

AND WHEREAS the owner of the lands located in Part Broken Lot 24, Concession 6, Part Shore Road Allowance in front of Lot 24, Concession 6 being Parts 8,9 & 10, Plan 42-R20588 in the geographic Township of Burton has applied to rezone the property from Waterfront Residential 1-Limited Services (WF1-LS) Zone to a Tourist Commercial (C2) Zone.

AND WHEREAS the owner of the lands adjacent to the public landing at the west end of Bolger Lake is proposing to create a new commercial marina use to respond to added pressure to the access needs of the lake and to recognize the demand for a facility at this location.

AND WHEREAS the Council of the Municipality of Whitestone deems it appropriate to rezone the subject land.

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

1. Schedule 'A', Sheet No. 3 of Zoning By-Law No. 07-2018 as amended is hereby further amended by rezoning Part of Lot 24, Concession 6 in the geographic Township of Burton from the Waterfront Residential 1 – Limited Services (WF1-LS) Zone to the Tourist Commercial Exception __ (C2-__) Zone as shown on a copy part of Schedule 'A', Sheet No. 3 of By-Law No. 07-2018 attached to this By-Law as Schedule '1' and more particularly described as Parts 8, 9, 10 on Survey Plan No. 42R-20588, a copy of which is attached to this By-Law as Schedule '2'.
2. Section 9.04 Special Exception Regulations – Tourist Commercial (C2), as amended is hereby further amended by adding the following exception after 9.04.____:
 - a) Notwithstanding the requirements of this By-Law, the following uses are permitted on the lands described as Part of Lot 24, Concession 6 in the Geographic Township of Burton fronting on Bolger Lake.

Principle Uses

- Marina
- Resort
- Car and trailer parking
- Boat storage
- Outside storage

- Tourist establishment
- Rental cottages

Ancillary Uses

- Dwelling
- Accessory uses

3. This By-law shall take effect and come in to force in accordance with the provisions of the *Planning Act*.

Read a **First** and **Second** time this 24th day of January, 2023.

Mayor George Comrie

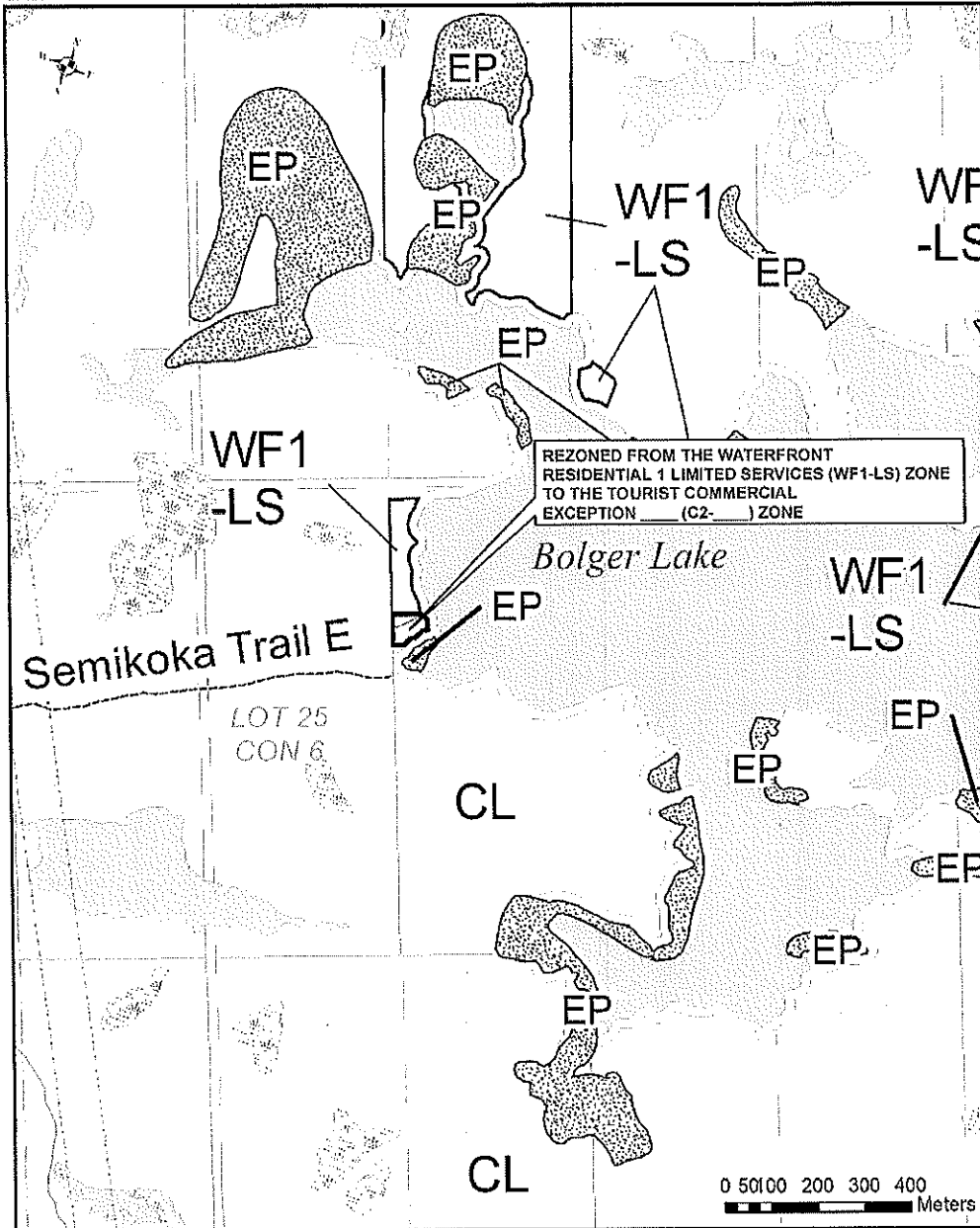
CAO/Clerk Michelle Hendry

Read a **Third** time and **Passed, Signed** and **Sealed** this 24th day of January, 2023.

Mayor George Comrie

CAO/Clerk Michelle Hendry

This is Part of Schedule 3 to Zoning By-law No. 07-2018



THIS IS SCHEDULE "1" TO BY-LAW No.

MUNICIPALITY OF WHITESTONE

PASSED THIS DAY OF , 2023

MAYOR

CAO-CLERK

CONSENT AGENDA



**Special Council Meeting Minutes
Thursday, January 5, 2023, 3:00 p.m.
Zoom Video/Telephone Conferencing**

- Present:** George Comrie, Mayor
Janice Bray, Councillor
Joe Lamb, Councillor
Scott Nash, Councillor
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO/Clerk
- Consultant:** John Jackson, Planner
- Guest:** Marc Kemerer, Devry Smith Frank LLP

1. Roll Call and Call to Order

The Chair commenced roll call and called the meeting to order at 3:02 p.m.

2. Approval of the Agenda

Resolution No. 2023-001

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

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

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

Carried

3. Closed Session

Resolution No. 2023-002

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

Adjourn to Closed Session

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

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 3:04 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

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

Carried

Resolution No. 2023-003

Moved by: Councillor Brian Woods

Seconded by: Councillor Scott Nash

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 4:35 p.m.

Carried

Resolution No. 2023-004

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

5. Confirming By-law

THAT By-law 01-2023 Being the Confirmatory By-law for the Special Council meeting of Thursday, January 5, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Carried

Resolution No. 2023-005

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

6. Adjournment

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 4:36 p.m. until the Regular Council meeting of January 10, 2023 at 4:00 p.m.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/ Clerk



**Special Council Meeting Minutes
Monday, January 9, 2023, 4:00 p.m.
Zoom Video/Telephone Conferencing**

- Present:** George Comrie, Mayor
Janice Bray, Councillor
Joe Lamb, Councillor
Scott Nash, Councillor
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO/Clerk
- Guest:** Marc Kemerer, Devry Smith Frank LLP

- 1. Roll Call and Call to Order**
The Chair commenced roll call and called the meeting to order at 4:02 p.m.
- 2. Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record.
No pecuniary interest was declared.
- 3. Approval of the Agenda**

Resolution No. 2023-006
Moved by: Councillor Janice Bray
Seconded by: Councillor Scott Nash

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

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

Carried

4. Closed Session

Resolution No. 2023-007
Moved by: Councillor Joe Lamb
Seconded by: Councillor Brian Woods

Adjourn to Closed Session

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

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 4:04 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

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

Carried

Resolution No. 2023-008

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 5:24 p.m.

Carried

Resolution No. 2023-009

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

5. Confirming By-law

THAT By-law 02-2023 Being the Confirmatory By-law for the Special Council meeting of Monday, January 9, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Carried

Resolution No. 2023-010

Moved by: Councillor Janice Bray

Seconded by: Councillor Brian Woods

6. Adjournment

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 5:25 p.m. until the Regular Council meeting of January 10, 2023 at 4:00 p.m.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/ Clerk



Regular Council Meeting Minutes
Tuesday, January 10, 2023, 4:00 p.m.
Dunchurch Community Centre and Zoom Video Conferencing

- Present:** George Comrie, Mayor
Janice Bray, Councillor
Joe Lamb, Councillor
Scott Nash, Councillor
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO/Clerk
David Creasor, Manager, Public Works
- Guests:** 0 - In person
6 – via Zoom video or telephone

1. Roll Call and Call to Order

The Chair commenced roll call and called the meeting to order at 4:00 p.m.

National Anthem

Indigenous Land Acknowledgement Statement

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

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

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

2. Disclosure of Pecuniary Interest

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

3. Approval of the Agenda

Resolution No. 2023-011

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

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

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

Carried

4. Presentations and Delegations - None

5. Planning Items - None

6. Public Meeting - None

7. Consent Agenda

Resolution No. 2023-012

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

WHEREAS the Council 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 for December 13, 2022.

7.1.2 Special Council Meeting Minutes for December 21, 2022.

7.2 Unfinished Business (listed on pages 4 to 7)

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

Regular Council Meeting Minutes of December 13, 2022 and the Special Council Meeting Minutes of December 21, 2022, and

THAT Council receives for information the Unfinished Business report contained in the Consent Agenda dated January 10, 2023.

Carried

Resolution No. 2023-013

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

8. Accounts Payable

8.1 Accounts Payable

THAT the Council of the Municipality of Whitestone receive for information the Accounts Payable listing in the amount of \$1,110,272.63 for the period ending December 31, 2022.

Carried

9. Staff Reports

Resolution No. 2023-014

Moved by: Councillor Janice Bray

Seconded by: Councillor Brian Woods

9.1 ADMIN-2023-01

Accessibility initiatives undertaken for the 2022 Municipal Election

THAT the Council of the Municipality of Whitestone does hereby receive report Staff Report ADMIN-2023-01 (Accessibility initiatives undertaken for the 2022 Municipal Election) for information.

Carried

Resolution No. 2023-015

Moved by: Councillor Janice Bray

Seconded by: Councillor Brian Woods

- 9.2 PW-2023-01
Request for Proposal 2022-13, Municipal Building Review for Asset Management purposes

THAT the Council of the Municipality of Whitestone does hereby receive Report PW-2023-01 (Request for Proposal 2022-13, Municipal Building Review for Asset Management purposes) for information, and;

THAT the Council of the Municipality of Whitestone does hereby award the Municipal Building Review project to Steenhof Building Services in the amount of \$29,750 plus HST.

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

Resolution No. 2023-016

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

- 9.3 PW-2023-02
Request for Proposal 2022-14, Excavator

THAT the Council of the Municipality of Whitestone does hereby receive Report PW-2023-02 (Request for Proposal 2022-14, Excavator); and

THAT the Council of the Municipality of Whitestone does hereby approve a 2023 pre budget purchase and award RFP-2022-14, in the amount of \$229,300 plus HST to Bob Mark New Holland Sales LTD.

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

10. By-laws – None

11. Business Matters

Resolution No. 2023-017

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

11.1 Election Statistics

THAT the Council of the Municipality of Whitestone receive for information the 2022 Municipal Election Statistics.

Carried

Resolution No. 2023-018

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

11.2 Annual Fire and Rescue Department Report – 2022

THAT the Council of the Municipality of Whitestone receive the Annual Fire and Rescue Department Report – 2022, for information.

Carried

Resolution No. 2023-019

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

11.3 Notice of Motion - Requested by Councillor Joe Lamb

THAT the Council of the Municipality of Whitestone does hereby request Staff to investigate the possibility of providing health benefits and insurance coverage to Members of Council.

Carried

Resolution No. 2023-020

Moved by: Councillor Scott Nash

Seconded by: Councillor Brian Woods

11.4 Notice of Motion – Requested by Councillor Scott Nash

THAT at the request of Councillor Nash, the Council of the Municipality of Whitestone discuss and consider protocols for Members of Council attendance at Meetings (Staff, Staff / Rate Payers, Staff / Consultant / Agencies / Applicants) excluding Council Meetings, and

THAT Council consider having staff manage an electronic calendar for Members of Council, for Meetings / Events / Committees / Boards / Formal Events in which a member will be attending as a representative of Council, excluding Council Meetings.

Carried

Resolution No. 2023-021

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

- 11.5 Nursing Station Committee, appointment of Council Representative

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby appoint **Councillor Woods** as Council Representative to the Nursing Station Committee for the 2022 to 2026 term of Council.

Carried

Resolution No. 2023-022

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

- 11.6 WahWashKesh Landings Task Force, appointment of an additional Councillor Representative

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby appoint **Councillor Nash** as an additional Council Representative to the WahWashKesh Parking Task Force.

Carried

Resolution No. 2023-023

Moved by: Councillor Scott Nash

Seconded by: Councillor Joe Lamb

- 11.7 Belvedere Board of Management, support for a Municipal Representative Area 4

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby support **McKellar Councillor Zulak** as the Municipal Representative to the Belvedere Board of Management for the 2022 to 2026 term of Council to represent the Township of McKellar, the Township of McMurrich/Monteith and the Municipality of Whitestone (Area 4).

Carried

Resolution No. 2023-024

Moved by: Councillor Joe Lamb

Seconded by: Councillor Janice Bray

- 11.8 District of Parry Sound Municipal Association, support for a Municipal Representative Ward 3

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby support **McKellar Councillor Zulak** as the Municipal Representative to the District of Parry Sound Municipal Association for the 2022 to 2026 term of Council to represent the Township of Carling, the Municipality of McDougall, the Township of McKellar, and the Municipality of Whitestone (Ward 3).

Carried

Resolution No. 2023-025

Moved by: Councillor Brian Woods

Seconded by: Councillor Scott Nash

- 11.9 District of Parry Sound Social Services Administration Board, support for Municipal Representatives for Area 3

BE IT RESOLVED THAT the Council of the Municipality does hereby support **McDougall Councillor Constable** as a Municipal Representative to the Parry

Sound District Social Services Administration Board for the 2022 to 2026 term of Council to represent the Township of Carling, the Municipality of McDougall, the Township of McKellar, and the Municipality of Whitestone (Area 3).

Carried

Resolution No. 2023-026

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

- 11.10 Appointment of Chief Building Official to the Committee of Adjustment (non-voting member)

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby appoint **Jamie Osborne, Chief Building Official** to the Committee of Adjustment as a non-voting member for the 2022 to 2026 term of Council.

Carried

Resolution No. 2023-027

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

- 11.11 911 Management Committee, appointment of Municipal representative

BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby appoint **Bob Whitman, Fire Chief** as the Municipal Representative to the 911 Management Committee for the 2022 to 2026 term of Council, to represent the Municipality of Whitestone.

Carried

Resolution No. 2023-028

Moved by: Councillor Janice Bray

Seconded by: Councillor Scott Nash

- 11.12 Letters of Support from December 13, 2022 Council Meeting
11.12.1 Township of the Archipelago resolution regarding Bill 5, Stop the Harassment and Abuse of Local Leaders Act, 2022 dated October 21, 2022.

WHEREAS Council for the Municipality of Whitestone received a resolution from the Township of the Archipelago to support Bill 5, Stop the Harassment and Abuse by Local Leaders Act, 2022,

NOW THEREFORE BE IT RESOLVED that Council hereby supports Bill 5, Stop the Harassment and Abuse by Local Leaders Act, 2022, which will require the code of conduct for municipal Councillors and members of local boards to include a requirement for those Councillors and members to comply with workplace violence and harassment policies;

AND FURTHER BE IT RESOLVED that copies of this resolution be sent to local MPPs, Premier Doug Ford, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario and West Parry Sound Municipalities.

Carried

Resolution No. 2023-029

Moved by: Councillor Scott Nash

Seconded by: Councillor Janice Bray

11.12.2 Township of the Archipelago resolution regarding Parry Sound Mega School dated October 21, 2022

WHEREAS the Council of the Municipality of Whitestone has received a request for support of a resolution enacted by the Town of Parry Sound with regards to the Parry Sound Mega School;

NOW THEREFORE BE IT RESOLVED that Council for the Municipality of Whitestone supports the resolution by the Town of Parry Sound, and hereby calls for the reconsideration of the building plans and budget for the proposed junior kindergarten to grade 12 mega school, to ensure that the school will adequately accommodate current and projected population growth as illustrated by the 2021 Census - Population and Dwelling Counts;

AND FURTHER BE IT RESOLVED that copies of this resolution of support be sent to the Minister of Education Stephen Lecce, Minister of Municipal Affairs & Housing Steve Clark, Premier Doug Ford, MPP Graydon Smith, Heads of Council of the West Parry Sound Municipalities and the Near North District School Board Chair.

Carried

11.13 Verbal Update on Audio and Video Conferencing, Community Centre

Item deferred to the Regular Council Meeting – Tuesday, January 24, 2023

Resolution No. 2023-030

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

12. Correspondence (listed on page 8 of the Agenda)

WHEREAS the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 8 of the December 13, 2022 Council agenda;

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

- A. Email from Ed Cann regarding Belvedere Heights Life Leases dated December 21, 2022.
- B. Belvedere Heights and Bellevue on the Bay updates from Acting Chair, Belvedere Board of Management dated December 30, 2022.

Carried

Matters Arising from Correspondence

Councillor Lamb suggested that Council meet with the new Chairperson of the Belvedere Board of Management as well as Township of McKellar Councillor Debbie Zulak in the future.

13. Councillor Items

Councillor Woods

- Asked if staff could look into signage for Bestwick Crescent
- Requested access after hours to the meeting room in the Municipal Office

Councillor Scott Nash

- Noted the information sign on the Bunny Trail needed attention
- Asked about redacting information on email correspondence on Council agendas

14. Questions from the Public

15. Confirming By-law

Resolution No. 2023-031

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

THAT By-law 03-2023 Being the Confirmatory By-law for the Council meeting of Tuesday, January 10, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Carried

16. Adjournment

Resolution No. 2023-032

Moved by: Councillor Scott Nash

Seconded by: Councillor Joe Lamb

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 6:23 p.m. until the Special Council meeting of January 12, 2023 at 2:30 p.m. or at the call of the chair.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/ Clerk



**Special Council Meeting Minutes
Thursday, January 12, 2023, 2:30 p.m.
Zoom Video/Telephone Conferencing**

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

Staff: Judith Meyntz, Deputy Clerk

1. Roll Call and Call to Order

The Chair commenced roll call and called the meeting to order at 2:35 p.m.

2. Disclosure of Pecuniary Interest

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

3. Approval of the Agenda

Resolution No. 2023-033

Moved by: Councillor Janice Bray

Seconded by: Councillor Joe Lamb

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

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

Carried

Resolution No. 2023-034

Moved by: Councillor Brian Woods

Seconded by: Councillor Scott Nash

4. Closed Session

Adjourn to Closed Session

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

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 2:35 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

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

- HR Matters – Citizen Committee of Council Appointments

Carried

Resolution No. 2023-035

Moved by: Councillor Janice Bray

Seconded by: Councillor Scott Nash

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 3:31 p.m.

Carried

Resolution No. 2023-036

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

THAT the citizen appointments to committees made in closed session be brought forward to open session.

Carried

The following appointments to Committees and Boards were made in Closed Session.

Cemetery Board

1. Brear, Terry
2. Johnson, Randy
3. Musgrave, Mike
4. Stiles, Muriel
5. Wesley, Sheila
6. Whitmell, Ron

Library Board

1. Anklewicz, Adam
2. Bell, Barry
3. Davis, Josh
4. Gorrie, Carol
5. Johnson, Merry
6. Lamb, Cathy
7. Wesley, Sheila
8. Woehl, Peggi

Recreation Committee

1. Comrie, Deborah
2. Dreyer, Jessica Anne
3. Fraser, Tanya
4. Green, Rebecca
5. Hill, Jan
6. McClellan, Carol

Committee of Adjustment

Appointments deferred to a future Council Meeting.

Thrift Shop Committee

1. Avery, Joanne
2. Brooks, Ingrid
3. Clelland, Colleen
4. Clelland, Fay
5. Davis, Josh
6. Galloway, Pam
7. Hicks-Green, Sue
8. Hozian, Julie
9. Jackson, Carol
10. Kime, Sue
11. Pearcey, Andrea
12. Porchak, Julie
13. Wesley, Sheila
14. Woehl, Peggi

Whitestone Environmental Stewardship Committee

1. Bennett, Edward
2. Brennan, Lynn
3. Bryne, Andrew
4. May, Margaret
5. Morrison, Dennis
6. Parkes, Brad

WahWashKesh Landing Task Force

1. Rauh, Steve
2. Thomson, Paul

Resolution No. 2023-037

Moved by: Councillor Joe Lamb

Seconded by: Councillor Scott Nash

5. Confirming By-law

THAT By-law 04-2023 Being the Confirmatory By-law for the Special Council meeting of Thursday, January 12, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Carried

Resolution No. 2023-038

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

6. Adjournment

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 3:35 p.m. until the Regular Council meeting of January 21, 2023 at 9:00 a.m.

Carried

George Comrie

Mayor

Judith Meyntz

Deputy Clerk



**Special Council Meeting Minutes
Thursday, January 16, 2023, 8:00 p.m.
Zoom Video/Telephone Conferencing**

- Present:** George Comrie, Mayor
Janice Bray, Councillor
Joe Lamb, Councillor
Scott Nash, Councillor
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO / Clerk
- Guest:** Marc Kemerer, Devry Smith Frank LLP

- 1. Roll Call and Call to Order**
The Chair commenced roll call and called the meeting to order at 8:03 p.m.
- 2. Disclosure of Pecuniary Interest**
Mayor Comrie requested that any pecuniary interest be declared for the record.
None declared.
- 3. Approval of the Agenda**

Resolution No. 2023-039
Moved by: Councillor Brian Woods
Seconded by: Councillor Scott Nash

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

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

Carried

Resolution No. 2023-040
Moved by: Councillor Janice Bray
Seconded by: Councillor Joe Lamb

- 4. Closed Session**
Adjourn to Closed Session

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

NOW THEREFORE BE IT RESOLVED THAT this Meeting be adjourned at 8:04 p.m. and that a Closed Meeting be convened subject to Section 239 (2) for the following matters:

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

Carried

Resolution No. 2023-041

Moved by: Councillor Janice Bray

Seconded by: Councillor Joe Lamb

Reconvene to Open Session

THAT this meeting be reconvened to an open session at 8:41 p.m.

Carried

Resolution No. 2023-042

Moved by: Councillor Brian Woods

Seconded by: Councillor Joe Lamb

5. Confirming By-law

THAT By-law 05-2023 Being the Confirmatory By-law for the Special Council meeting of Monday, January 16, 2023, be given a First, Second, Third and final reading and is passed as of this date.

Carried

Resolution No. 2023-043

Moved by: Councillor Brian Woods

Seconded by: Councillor Janice Bray

6. Adjournment

WHEREAS the business of this Meeting has concluded;

NOW THEREFORE BE IT RESOLVED THAT this meeting be adjourned at 8:42 p.m. until the Special Council meeting of January 21, 2023 at 9:00 a.m.

Carried

George Comrie

Mayor

Michelle Hendry

CAO/Clerk

ACCOUNTS PAYABLE

Report Date
2023-01-17 11:36 AM

Municipality of Whitestone
List of Accounts for Ratification
As of 2023-01-17
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
36858 2022	2023-01-13	Parry Sound Ambulance Accrual 16-205 - Fire - Ambulance Dispatc	2022 Ambulance Services 2022 Ambulance Services	3,536.28	3,536.28
36859 1321429	2023-01-13	Aird Berlis, LLP Accrual 16-120 - Admin - Legal Expenses	Legal Legal	5,465.03	
		11-210-2 - A/R HST Receivable	HST Tax Code	603.64	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	698.17	6,068.67
1321427		Accrual 16-120 - Admin - Legal Expenses	Legal	4,261.21	
		11-210-2 - A/R HST Receivable	HST Tax Code	470.67	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	544.38	4,731.88
				Payment Total:	10,800.55
36860 170393	2023-01-13	Bell Canada - Public Access 16-787 - Recreation - Public Pay T	Pay Telephone Pay Telephone	50.88	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	6.50	56.50
36861 Jan 23	2023-01-13	Bell Mobility 16-212 - Fire - Radio Tower & Air	Fire Tower Fire Tower	119.77	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.23	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	15.30	133.00
36862 91667252	2023-01-13	Canadian National Non Freight 16-414 - Bunny Trail RR Crossing	Bunny Trail Bunny Trail	326.50	326.50
36863 302212220954175	2023-01-13	Minister of Finance-Policing Accrual 16-274 - Policing Levy	OPP Levy OPP Levy	35,231.00	35,231.00
36864 1593	2023-01-13	Gilroy's Tires Accrual 16-393 - 4 X 4 Truck-Maintenance	Tires Tires	1,037.95	
		11-210-2 - A/R HST Receivable	HST Tax Code	114.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	132.60	1,152.60
36865 65563	2023-01-13	Good Roads 16-103 - Admin - Membership/Sub	Membership Membership	816.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	90.16	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	104.28	906.45
36866 74738	2023-01-13	Griffith Bros. Service Centre Accrual 16-402 - Freightliner Tandem - Ma	Repair Repair	763.20	
		11-210-2 - A/R HST Receivable	HST Tax Code	84.30	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	97.50	847.50
36867	2023-01-13	Harris Lake Marina	2022 Garbage Disposal		

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
2022 Garbage		Accrual 16-485 - Harris Lake Marina Depo	2022 Garbage Disposal	2,747.53	
		11-210-2 - A/R HST Receivable	HST Tax Code	303.47	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	351.00	3,051.00
36868	2023-01-13	Jeffrey Hargrave	Vulnerable Sector Check		
Exp Dec 5/22	Accrual	16-210 - Fire - Miscellaneous	Vulnerable Sector Check	41.00	41.00
36869	2023-01-13	Kidd's Home Hardware	Supplies		
2891229	Accrual	16-151 - Office - Building Maintena	Supplies	20.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.25	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	2.60	22.59
2892285	Accrual	19-701 - Facilities-Capital-Nursing	Supplies	590.02	
		11-210-2 - A/R HST Receivable	HST Tax Code	65.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	75.38	655.19
2892985	Accrual	19-701 - Facilities-Capital-Nursing	Supplies	81.39	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.40	90.38
2893310	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Supplies	28.90	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.19	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.69	32.09
2898962	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Supplies	135.23	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.94	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	17.28	150.17
2899461	Accrual	19-701 - Facilities-Capital-Nursing	Supplies	41.82	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.62	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.34	46.44
				Payment Total:	996.86
36870	2023-01-13	Munisight Ltd	Webpage Maintenance		
INV4318133		16-161 - Web Site - Maintenance/	Webpage Maintenance	6,314.22	
		11-210-2 - A/R HST Receivable	HST Tax Code	697.43	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	806.65	7,011.65
36871	2023-01-13	Pamela Shaw/Hargrave	Vulnerable Sector Check		
Exp Dec 5/22	Accrual	16-210 - Fire - Miscellaneous	Vulnerable Sector Check	41.00	41.00
36872	2023-01-13	Royal Canadian Legion	Wreaths		
Poppies	Accrual	16-092 - Council - Miscellaneous	Wreaths	40.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.48	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.18	45.00
36873	2023-01-13	Waste Connections of Canada	Recycling		
7113-0000326903	Accrual	16-448 - York Landfill - Recycling	Recycling	3,427.12	
		11-210-2 - A/R HST Receivable	HST Tax Code	378.54	

Report Date
2023-01-17 11:36 AM

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	437.82	3,805.66
36874	2023-01-13	Quadbridge Inc.	Supplies IT		
INQ7719	Accrual	19-100 - Admin - Capital - Comput	Supplies IT	646.08	
		11-210-2 - A/R HST Receivable	HST Tax Code	71.36	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	82.54	717.44
36875	2023-01-13	Safeguard	Supplies		
035238399		16-110 - Admin - Office Supplies	Supplies	751.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	82.98	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	95.98	834.29
36876	2023-01-13	E.A. Shipman Electric Ltd.	Street Lights		
3244		16-439 - Roads - Street Lights	Street Lights	4,893.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	540.53	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	625.18	5,434.25
36877	2023-01-13	The Engraving Shoppe	Supplies		
94491	Accrual	16-092 - Council - Miscellaneous	Supplies	55.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.14	62.09
EFT:					
1040	2023-01-17	Adams Bros Construction Ltd	Bulk Waste		
158860	Accrual	16-459 - York Landfill - Bulk Waste	Bulk Waste	371.83	
		16-471 - Auld Landfill - Bulk Waste	Bulk Waste	371.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	82.14	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	95.00	825.80
1041	2023-01-17	AJ Stone Company Ltd.	Supplies		
0000170623	Accrual	16-202-1 - Fire-New Recruits	Supplies	494.37	
		11-210-2 - A/R HST Receivable	HST Tax Code	54.61	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	63.16	548.98
10060231-0	Accrual	16-233 - Station 1 - Minor Purchas	Supplies	375.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.45	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	47.94	416.70
				Payment Total:	965.68
1042	2023-01-17	Assoc Of Municipalities Of Ont.	Membership		
MEM008763		16-103 - Admin - Membership/Sut	Membership	2,195.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	242.53	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	280.51	2,438.25
1043	2023-01-17	Azimuth Environmental Consult	LF Monitoring		
39565	Accrual	16-456 - York Landfill - Monitoring	LF Monitoring	1,779.44	
		11-210-2 - A/R HST Receivable	HST Tax Code	196.55	

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		99-999-1 - HST (Statistical) Non-L	HST Tax Code	227.33	1,975.99
1044	2023-01-17	Bay Area Electrical Co Lt	Repair		
70861		16-811 - Nursing Station Expense	Supplies	214.52	
		11-210-2 - A/R HST Receivable	HST Tax Code	23.70	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	27.41	238.22
70829		Accrual 16-703 - Dunchurch Hall - Bld Mtc	Repair	161.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.82	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	20.61	179.11
				Payment Total:	417.33
1045	2023-01-17	Cedar Signs	Supplies		
INV/2022/5083		Accrual 16-818 - 911 Expenses	Supplies	1,124.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	124.25	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	143.71	1,249.14
1046	2023-01-17	George Comrie	Rec Comm Supplies		
Exp 23-Dec-22		Accrual 16-790 - Recreation Cmttee-Progr	Rec Comm Supplies	81.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.40	90.39
Exp 23-Dec/22		Accrual 16-710 - Dunchurch Hall -High Sp	Starlink Internet	1,917.16	
		11-210-2 - A/R HST Receivable	HST Tax Code	211.76	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	244.92	2,128.92
				Payment Total:	2,219.31
1047	2023-01-17	Canadian Union of Public	Dec 2022 Remittance		
Dec 2022		Accrual 12-338 - CUPE-Union Dues	Dec 2022 Remittance	815.54	815.54
1048	2023-01-17	Jason English	ASP		
Dec 14/22		Accrual 16-798 - After School Program	ASP	68.03	68.03
1049	2023-01-17	Fisher's Regalia & Uniform	Supplies		
51517		Accrual 16-222 - Fire - Bunker/Safety/Unif	Supplies	529.13	
		11-210-2 - A/R HST Receivable	HST Tax Code	58.45	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	67.60	587.58
1050	2023-01-17	Gin-Cor Industries	Supplies		
76664		16-402 - Freightliner Tandem - Ma	Supplies	1,156.67	
		16-404 - Freightliner Single Axle -	Supplies	1,156.65	
		11-210-2 - A/R HST Receivable	HST Tax Code	255.52	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	295.53	2,568.84
1051	2023-01-17	Hydro One Networks Inc.-All	Hydro		
Jan 2023		16-743 - Pavilion - Hydro	Hydro	150.13	
		16-705 - Dunchurch Hall - Hydro	Hydro	287.85	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		16-439 - Roads - Street Lights	Hydro	266.13	
		16-323 - Garage - Hydro	Hydro	228.84	
		16-150 - Office - Heating/Hydro	Hydro	188.61	
		16-232 - Station 1 - Hydro	Hydro	565.83	
		16-251 - Station 2 - Hydro	Hydro	64.97	
		16-719 - Maple Is. Hall - Heat/Hyd	Hydro	261.57	
		16-731-3 - 2125 HWY 124 - Hydro	Hydro	445.63	
		11-210-2 - A/R HST Receivable	HST Tax Code	271.67	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	314.21	2,731.23
1052	2023-01-17	Hydro One Networks Inc.-York	Hydro		
Dec 22	Accrual	16-446-1 - York Landfill - Hydro	Hydro	36.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	4.01	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	4.64	40.31
1053	2023-01-17	Hydro One Networks Inc.-Auld	Hydro		
Dec 2022	Accrual	16-466-1 - Aulds Landfill - Hydro	Hydro	160.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.71	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	20.48	178.00
1054	2023-01-17	Ideal Supply Company Ltd.	Credit		
4718567		16-320 - Garage - Mtc/Supplies/Tc	Supplies	45.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.00	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.78	50.27
4714993		16-404-3 - Freightliner - Snow Plow	Supplies	45.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.00	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.78	50.27
4709027		16-404-3 - Freightliner - Snow Plow	Supplies	45.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.00	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	5.78	50.27
4705780		16-407-1 - New 1 Ton- Maintenance	Supplies	671.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	74.16	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	85.77	745.51
4708649		16-320 - Garage - Mtc/Supplies/Tc	Supplies	77.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.54	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.88	85.87
4704399		16-320 - Garage - Mtc/Supplies/Tc	Supplies	78.95	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.72	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	10.09	87.67
4697714	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Supplies	56.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.29	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.28	63.27
4689495	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Credit	56.98-	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.29-	

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.28-	63.27-
4689478		Accrual 16-320 - Garage - Mtc/Supplies/Tc	Supplies	96.45	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.65	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	12.32	107.10
				Payment Total:	1,176.96
1055	2023-01-17	Iron Mountain Canada	Shredding		
HDL452		Accrual 16-110 - Admin - Office Supplies	Shredding	33.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.67	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	4.25	36.96
1056	2023-01-17	Jenn Gerlach	Communications		
1760		Accrual 16-126 - Admin - Communications	Communications	600.00	600.00
1057	2023-01-17	Local Authority Services Ltd.	Supplies		
MGBP000003522		Accrual 16-110 - Admin - Office Supplies	Supplies	61.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.79	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	7.85	68.19
		MGBP000003555	16-110 - Admin - Office Supplies	Supplies	256.23
			11-210-2 - A/R HST Receivable	HST Tax Code	28.31
			99-999-1 - HST (Statistical) Non-L	HST Tax Code	32.74
				Payment Total:	352.73
1058	2023-01-17	Law N Mowers	By-law Enforcement		
Jan/2023		Accrual 16-275 - By-Law Enforcement	By-law Enforcement	1,252.65	1,252.65
1059	2023-01-17	Magnetawan Building Centre Lt	Supplies		
103-106003		Accrual 16-806 - Library - Building Mainte	Supplies	168.55	
		16-452 - York Landfill - Maintenan	Supplies	168.54	
		16-473 - Auld Landfill - Maintenan	Supplies	168.55	
		16-151 - Office - Building Maintena	Supplies	168.54	
		16-811 - Nursing Station Expense	Supplies	168.55	
		16-742 - Pavilion - Building Mtce	Supplies	168.54	
		16-703 - Dunchurch Hall - Bld Mtc	Supplies	168.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	130.32	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	150.73	1,310.17
103-106010		Accrual 16-320 - Garage - Mtc/Supplies/Tc	Supplies	24.91	
		11-210-2 - A/R HST Receivable	HST Tax Code	2.75	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.18	27.66
103-105908		Accrual 16-703 - Dunchurch Hall - Bld Mtc	Supplies	152.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.86	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	19.50	169.48

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
				Payment Total:	1,507.31
1060	2023-01-17	McDougall Energy	Diesel		
6245130	Accrual	16-411 - International - Fuel	Diesel	545.32	
		16-404-1 - Freightliner Single Axle Diesel		545.33	
		16-403 - Freightliner Tandem- Fue Diesel		545.32	
		16-404-2 - Freightliner - Snow Plow Diesel		545.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	240.93	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	278.66	2,422.21
6249730	Accrual	16-411 - International - Fuel	Diesel	958.30	
		16-404-1 - Freightliner Single Axle Diesel		958.29	
		16-403 - Freightliner Tandem- Fue Diesel		958.30	
		16-404-2 - Freightliner - Snow Plow Diesel		958.29	
		11-210-2 - A/R HST Receivable	HST Tax Code	423.39	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	489.69	4,256.57
				Payment Total:	6,678.78
1061	2023-01-17	Moore Propane Limited	Propane		
159010191		16-704 - Dunchurch Hall - Heating	Propane	691.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	76.41	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	88.38	768.22
159010190		16-150 - Office - Heating/Hydro	Propane	206.02	
		16-232 - Station 1 - Hydro	Propane	603.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	89.46	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	103.46	899.29
23020673		16-329 - Garage - Heating	Propane	1,048.37	
		11-210-2 - A/R HST Receivable	HST Tax Code	115.80	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	133.93	1,164.17
159009955	Accrual	16-479 - Auld Landfill - Heating	Propane	116.04	
		11-210-2 - A/R HST Receivable	HST Tax Code	12.81	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	14.82	128.85
				Payment Total:	2,960.53
1062	2023-01-17	Muskoka Rent All	Compactor Rental		
429605	Accrual	19-351-4 - Roads 2022 Maple Isla	Compactor Rental	1,526.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	168.60	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	195.00	1,695.00
429606	Accrual	19-346 - Plate Packer	Compactor Purchase	9,667.22	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,067.78	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	1,235.00	10,735.00
				Payment Total:	12,430.00
1063	2023-01-17	Magnetawan Truck and Trailer	Repair		

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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
1100		Accrual 16-404-3 - Freightliner - Snow Plow Repair		421.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	46.52	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	53.81	467.77
1064	2023-01-17	My-Tech Information Technolog	Election Auditor		
Ele Dec/22		Accrual 16-121 - Admin - Election	Election Auditor	826.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	91.33	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	105.63	918.13
Dec/22		Accrual 16-115 - Admin - Computer Suppl	IT Support	1,169.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	129.17	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	149.40	1,298.60
				Payment Total:	2,216.73
1065	2023-01-17	Near North Industrial Solution	Supplies		
83626		Accrual 16-421 - Grader - Maintenance	Supplies	176.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	19.51	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	22.56	196.13
1066	2023-01-17	Near North Laboratories Inc.	Water Testing		
93278		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-L	HST Tax Code	5.62	48.82
1067	2023-01-17	OMERS	Dec 2022 Remittance		
Dec 2022		Accrual 12-339 - OMERS	Dec 2022 Remittance	14,405.90	14,405.90
1068	2023-01-17	Parry Sound Home Hardware	Supplies		
176300		Accrual 16-151 - Office - Building Maintena	Supplies	135.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.94	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	17.28	150.24
1069	2023-01-17	Purolator Courier Ltd	Courier		
452336723		Accrual 16-320 - Garage - Mtc/Supplies/Tc	Courier	5.31	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.59	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	0.68	5.90
1070	2023-01-17	Parry Sound Auto Parts Co Ltd	Supplies		
1-2920439		16-320 - Garage - Mtc/Supplies/Tc	Supplies	68.86	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.61	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	8.80	76.47
1071	2023-01-17	Parry Sound Fuels	Fuel Oil		
801119		Accrual 16-256 - Station 2 - Heating	Fuel Oil	859.05	
		11-210-2 - A/R HST Receivable	HST Tax Code	94.88	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	109.74	953.93
1072	2023-01-17	Sands Canada Inc.	Supplies		

Municipality of Whitestone
List of Accounts for Ratification
As of 2023-01-17
Batch: 2023-00002

Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
00715185		16-202-1 - Fire-New Recruits	Supplies	72.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.03	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.29	80.72
1073	2023-01-17	Sling-Choker Safety &	Supplies		
126512	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Supplies	172.65	
		11-210-2 - A/R HST Receivable	HST Tax Code	19.07	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	22.06	191.72
1074	2023-01-17	Michael Skof, Prosecutor	Legal		
Dec 2022	Accrual	16-120 - Admin - Legal Expenses	Legal	28.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.10	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	3.59	31.25
1075	2023-01-17	Sturgeon Falls Brush &	Brush		
J004649-Rep	Accrual	16-472 - Auld Landfill - Brushgrind	Brush	15,813.54	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,746.66	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	2,020.20	17,560.20
1076	2023-01-17	Town of Parry Sound	Emergency Planning		
IVC000000021594	Accrual	16-270 - Emergency Plan	Emergency Planning	72.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.95	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	9.20	79.95
1077	2023-01-17	Vianet	Internet		
Jan 2023	Accrual	16-710 - Dunchurch Hall -High Sp	Internet	106.80	
		16-321 - Garage - High Speed Int	Internet	106.80	
		16-720 - Maple Is. Hall - Telephon	Internet	106.79	
		16-240 - Station 1 - Internet	Internet	137.82	
		16-457-1 - York Landfill - Internet	Internet	160.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.92	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	43.86	381.21
1078	2023-01-17	Wurth Canada Limited	Supplies		
25174693	Accrual	16-320 - Garage - Mtc/Supplies/Tc	Supplies	870.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	96.09	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	111.14	966.09
1079	2023-01-17	XPLORNET (Fire)	Internet		
INV46071566		16-262 - Station 2 - Internet	Internet	122.61	
		11-210-2 - A/R HST Receivable	HST Tax Code	13.55	
		99-999-1 - HST (Statistical) Non-L	HST Tax Code	15.67	136.16
				Total for AP:	157,056.76

Report Date
2023-01-17 11:36 AM

Municipality of Whitestone
List of Accounts for Ratification
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Payment # Invoice #	Date	Vendor Name GL Account	Reference GL Transaction Description	Detail Amount	Payment Amount
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Report prepared for Council January 17, 2023



STAFF REPORTS



MEMORANDUM

To: Mayor and Council
From: Michelle Hendry, CAO/Clerk
Date: January 24, 2023
Re: Fees and Charges By-law 09-2022
 Annual Review and update

Background

By-law 09-2022 being a By-law to Establish Fees and Charge for services provided by the Municipality of Whitestone, was enacted on January 18, 2022.

A best practice is to annually review the Fees and Charges By-law at the end of each year or the beginning of a new year and prior to budget development to determine if any refinements are recommended.

Various staff have reviewed and provided comments or suggested changes in respect of their area of responsibility as noted below:

SCHEDULE A Facility Rentals - no recommended changes

SCHEDULE B Landfill Rate and Fees

Recommend increasing Yard Waste/Leaves/Brush to \$30 due to cost of grinding operations (this aligns with fee charged in McKellar)

Consider annual CPI increases to account for the cost managing various waste products

SCHEDULE C Planning Rates and Fees – no recommended changes

SCHEDULE D Building Department Rate and Fees

The following refinements have been recommended by the Chief Building Official

Lower the Fee for a Demolition Permit.

- Whitestone's Fee is currently the highest at \$150.00 compared to neighbouring Municipalities with the lowest being Parry Sound at \$70.00.

Recommended Fee is \$100

Add Printing Fees

- With the new printer having the ability to print 24"x 32" drawings and the Municipality moving to a digital permit system, more Applications will be submitted digitally and there should a fee schedule laid out for the cost of printing full size drawings for the building site if requested by the applicant.

Recommended Fee is \$10.00 per page for 24"x 32" Drawings.

SCHEDULE E Road Name and 9-1-1 Signs – no recommended changes

SCHEDULE F Cemetery Rate and Fees – no recommended changes

SCHEDULE G Fire Service Rates and Fees – no recommended changes

SCHEDULE H Dog Licensing Rates and Fees - no recommended changes

SCHEDULE I General Government Fees – no recommended changes

SCHEDULE J Miscellaneous Rates and Fees

Entrance permit application fee. Increase cost to \$200 to cover costs associated with review, inspections and administration

Per By-law 24-2005 being a by-law for the Licensing and Regulation of Hawker Pedlar/Carts/Refreshment Vehicle/Craft Shows/Trade Shows. The fees below are the fees noted in the above referenced 2005 By-law.

Add:

Business Class	Fee
Ice-Cream Confection Cart	\$250
Non-powered Food Cart	\$150
Refreshment Vehicle	\$ 75
Hawker and Pedlar (Resident)	\$250
Hawker and Pedlar (Non-resident)	\$500
Craft Sales	\$150
Trade Shows	\$150

Attachments:

Fees and Charges Schedules from By-law 09-2022

SCHEDULE B

Landfill Rates and Fees

Fees are not subject to HST

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

Notes:

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

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

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

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

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

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

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

SCHEDULE C

Planning Rates and Fees

Fees are not subject to HST

Description	Fee
Public Meetings (Note 1)	\$350.00
Mailing per Envelope for notifications	\$2.00
Zoning By-law Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,500.00
Official Plan Amendment	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Deeming By-law	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$800.00
Shore Road Allowance	Purchase land - \$2.00/m2 up to 90 m2 and \$1.00/m2 over and above 90m2
Non-Refundable Admin Fee (Note 2)	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Shore Road Allowance Lease	
Administration Fee (initial applicaton, subsequest applications and lease assignments)	\$150.00
Annual Lease Payment	\$1.00
Legal and Planning Costs	actual costs
Unopened Road Allowance	Purchase land - fair market value
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Parkland Dedication (Note 3)	Residential - 5% of assessed value Commercial - 2% of assessed value
Minor Variance	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,000.00
Encroachment and/or Road Agreement	
Non-Refundable Admin Fee	\$500.00
Security Deposit to Cover Actual Costs	\$1,000.00
Site Plan/Development	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Subdivision Agreement	
Non-Refundable Admin Fee	\$1,000.00
Security Deposit to Cover Actual Costs	\$1,000.00
Road Naming/Renaming Application	
Non-Refundable Admin Fee	\$300.00
Security Deposit to Cover Actual Costs	\$1,000.00

Notes:

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

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

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

SCHEDULE D

Building Department Rates and Fees

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

SCHEDULE E

Road Name and 9-1-1 Signs

Fees are not subject to HST

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

SCHEDULE F

Cemetery Rates and Fees

All fees are subject to HST unless noted otherwise

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

Notes:

Note 1 - No HST paid on this fee

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

SCHEDULE G

Fire Services Rates and Fees

Fees are not subject to HST

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

SCHEDULE H

Dog Licensing Rates and Fees

Fees are not subject to HST

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

Notes:

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

SCHEDULE I

General Government Fees

Fees are not subject to HST

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

SCHEDULE J

Miscellaneous Rates and Fees

Fees are not subject to HST

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



Municipality of Whitestone

Report to Council

Prepared for: Council

Department: Building

Agenda Date: January 24, 2023

Report No: BLDG-2023-01

Subject:

Building Services update and Building Permit activity – October 1 to December 31, 2022.

Recommendation:

THAT the Council of the Municipality of Whitestone does hereby receive report BLDG-2023-01 (Building Services update and Building Permit activity – October 1 to December 31, 2022) for information.

Background:

The purpose of this report is to update Council on matters such as:

- Building Permit activity within the Municipality (October 1 to December 31, 2022),
- The general activities of the Building Department.

Analysis:

From October 1st to December 31st, 2022, the Municipality received a total of sixteen (16) building permit applications which is up eight (8) for the same period last year. The total number of building permit applications received from January 1st to December 31st is one hundred and thirty-five (135) which is down two (2) from the same period last year.

The number of permits for new construction issued from October 1st to December 31st is ten (10) which is up two (2) for the same period last year. Additionally, six (6) demolition permits were issued. The total number of building permits for new construction issued from January 1st to December 31st is one hundred (100) which is down twenty (20) from the same period last year. Additionally, twenty-three (23) demolition permits were issued. See Schedule "A" for Q4 month-to-month statistics and Schedule B for 2022 Q1 to Q4 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 as required. Since January 1st a total of seven (7) Orders have been issued: six (6) Order to Comply, and one (1) Order to Remedy Unsafe Building. Since January 1st a total of five (5) Orders have been rescinded.
- Implementation of Cloud permitting software. "Soft-launch" for professional designers has started as of January 3, 2023.

From January 1st to December 31st one hundred and three (103) building permit files have been closed. Additionally, eighteen (18) occupancy permits were issued.

Financial Considerations

Construction value to date (January 1 – December 31) is \$10,577,233.00

Revenue for the year is \$145,857.00

Link to Strategic Plan:

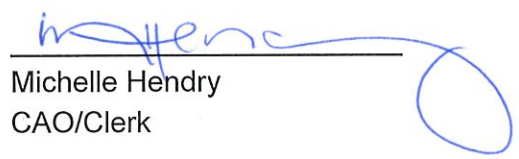
In support of the high- level objectives of the Strategic Plan: Communication, Fiscal responsibility.

Respectfully submitted by:



Jamie Osborne
CBO

Reviewed by:



Michelle Hendry
CAO/Clerk

Attachments:

- Schedule A:** Month to month statistics, Q4.
- Schedule B:** Month to Month 2022 statistics, Q1 to Q4.

SCHEDULE A

Q4

2022 Month to Month Statistical Review	# of Permits	Construction Value	# of Permits	Construction Value	# of Permits	Construction Value
Residential:	October		November		December	
Single Family Dwelling (SFD)	1	\$196,000.00				
Seasonal Dwelling (Cottage)						
Renovation/Addition						
Garage/Shed			1	\$5,000.00		
Deck/Porch					1	\$3,000.00
Docks	3	\$10,800.00	2	\$4,750.00	2	\$29,000.00
Demolition	2	N/A	4	N/A		
Commercial						
TOTAL	6	\$206,800.00	7	\$9,750.00	3	\$32,000.00
						\$248,550.00

Comparable Statistics 2022-2019

End of Q1, Q2 & Q3 Combined	# of Permits	Construction Value
2022	123	\$10,577,233.00
2021	137	\$11,761,114.00
2020	98	\$5,339,550.00
2019	91	\$5,930,129.00

as of December 31, 2022

Schedule B - 2022 Month to Month Statistical Report (January to December)

	# of Permits	Construction Value	Permit Fee	# of Permits	Construction Value	Permit Fee
	JANUARY			FEBRUARY		
Residential						
- Single Family Dwelling (SFD)						
-SFD - Seasonal						
Renovation/Addition						
Garage/ shed	1	\$ 89,600.00	\$ 1,439.00	3	\$ 77,500.00	\$ 1,535.00
Decks						
Docks						
Demolition						
Commercial	1	\$ 154,380.00	\$ -			
TOTAL	2	\$ 243,980.00	\$ 1,439.00	3	\$ 77,500.00	\$ 1,535.00
	MARCH			APRIL		
Residential						
- Single Family Dwelling (SFD)	1	\$ 350,000.00	\$ 5,215.00			
-SFD - Seasonal						
Renovation/Addition	2	\$ 50,000.00	\$ 1,078.00	4	\$ 480,000.00	\$ 7,240.00
Garage/ shed	2	\$ 150,000.00	\$ 2,455.00			
Decks	1	\$ 40,000.00	\$ 648.00			
Docks						
Demolition				1	N/A	\$ 150.00
Commercial						
TOTAL	6	\$ 590,000.00	\$ 9,396.00	5	\$ 480,000.00	\$ 7,390.00
	MAY			JUNE		
Residential						
- Single Family Dwelling (SFD)	4	\$ 1,157,785.00	\$ 17,347.00			
-SFD - Seasonal	2	\$ 409,863.00	\$ 6,499.00	5	\$ 1,590,000.00	\$ 24,270.00
Renovation/Addition	5	\$ 251,210.00	\$ 4,342.00	4	\$ 117,800.00	\$ 2,087.00
Garage/ shed	7	\$ 313,400.00	\$ 5,879.00	2	\$ 36,000.00	\$ 802.00
Decks	2	\$ 55,000.00	\$ 924.00	5	\$ 57,300.00	\$ 1,129.00
Docks	5	\$ 61,500.00	\$ 500.00	4	\$ 37,000.00	\$ 400.00
Demolition	5	N/A	\$ 750.00	3	N/A	\$ 150.00
Commercial	1	\$ 800,000.00	\$ -			
TOTAL	31	\$ 3,048,758.00	\$ 36,241.00	23	\$ 1,838,100.00	\$ 28,838.00

	# of Permits	Construction Value	Permit Fee	# of Permits	Construction Value	Permit Fee
	JULY			AUGUST		
Residential						
- Single Family Dwelling (SFD)	1	\$ 154,180.00	\$ 2,376.00			
-SFD - Seasonal	1	\$ 1,497,750.00	\$ 14,640.00	2	\$ 344,875.00	\$ 5,280.00
Renovation/Addition	2	\$ 75,480.00	\$ 1,375.00	3	\$ 400,000.00	\$ 6,220.00
Garage/ shed	4	\$ 134,955.00	\$ 2,723.00	2	\$ 47,000.00	\$ 962.00
Decks	1	\$ 45,000.00	\$ 793.00	2	\$ 16,825.00	\$ 525.00
Docks	1	\$ 8,000.00	\$ 100.00	2	\$ 5,250.00	\$ 200.00
Demolition	2	N/A	\$ 300.00	5	N/A	\$ 750.00
Commercial						
TOTAL	12	\$ 1,915,365.00	\$ 22,307.00	16	\$ 813,950.00	\$ 13,937.00

	SEPTEMBER			OCTOBER		
Residential						
- Single Family Dwelling (SFD)	3	\$ 1,243,480.00	\$ 18,449.00	1	\$ 196,000.00	\$ 2,982.00
-SFD - Seasonal						
Renovation/Addition	1	\$ 42,250.00	\$ 753.00			
Garage/ shed	2	\$ 23,400.00	\$ 620.00			
Decks	2	\$ 11,900.00	\$ 273.00			
Docks				3	\$ 10,800.00	\$ 300.00
Demolition	1	N/A	\$ 150.00	2	N/A	\$ 150.00
Commercial						
TOTAL	9	\$ 1,321,030.00	\$ 20,245.00	6	\$ 206,800.00	\$ 3,432.00

	NOVEMBER			DECEMBER		
Residential						
- Single Family Dwelling (SFD)						
-SFD - Seasonal						
Renovation/Addition						
Garage/ shed	1	\$ 5,000.00	\$ 213.00			
Decks				1	\$ 3,000.00	\$ 184.00
Docks	2	\$ 4,750.00	\$ 200.00	2	\$ 29,000.00	\$ 200.00
Demolition	4	N/A	\$ 300.00			
Commercial						
TOTAL	7	\$ 9,750.00	\$ 713.00	3	\$ 32,000.00	\$ 384.00

	YEAR-END TOTALS			
Residential				
- Single Family Dwelling (SFD)	10	\$ 3,101,445.00	\$ 46,369.00	
-SFD - Seasonal	10	\$ 3,842,488.00	\$ 50,689.00	
Renovation/Addition	21	\$ 1,416,740.00	\$ 23,095.00	
Garage/ shed	24	\$ 876,855.00	\$ 16,628.00	
Decks	14	\$ 229,025.00	\$ 4,476.00	
Docks	19	\$ 156,300.00	\$ 1,900.00	
Demolition	23	N/A	\$ 2,700.00	
Commercial	2	\$ 954,380.00	\$ -	
YEAR END TOTAL	123	\$ 10,577,233.00	\$ 145,857.00	

BY-LAWS

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

By-Law No. 07-2023

**To close and stop up that part of the original shore road allowance along the shores of Snowshoe Lake, in front of Lot 19, Concession 11, in the geographic Township of Ferrie, now Municipality of Whitestone, District of Parry Sound, designated as Part 1, Plan 42R-21963 and to sell Part 1, Plan 42R-21963
(JOHNSTON, Matthew and JOHNSTON, William)**

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 Part 1, Plan 42R-21963 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 Part 1, Plan 42R-21963;

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.
2. **THAT** upon and after passing of this By-law that part of the road allowance described as Part 1, Plan 42R-21963, 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).
3. **THAT** the road allowance described in Schedule A hereto is declared surplus.

4. **THAT** the Mayor and Chief Administrative Officer/Clerk be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.
5. **THAT** this By-law shall come into effect upon the date, and at the time of its passing.

READ a **FIRST** and **SECOND** time this 24th day of January, 2023.

Mayor George Comrie

CAO/Clerk Michelle Hendry

READ a **THIRD** and **FINAL** time and **PASSED** this 24th day of January, 2023.

Mayor George Comrie

CAO/Clerk Michelle Hendry

SCHEDULE A

Part of the original shore road allowance along the shores of Snowshoe Lake, in front of Lot 19, Concession 11, in the geographic Township of Ferrie, now Municipality of Whitestone, District of Parry Sound, designated as Part 1, Plan 42R-21963.

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 08-2023

**Being a By-law to authorize an agreement between the
Municipality of Whitestone and Next Generation 9-1-1 Authority Service**

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 enter into this agreement;

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

Short Title

This by-law shall be known as the Municipality of Whitestone Next Generation 9-1-1 Authority By-law.

1. **THAT** the Mayor and CAO-Clerk of the Municipality of Whitestone are hereby authorized to execute under seal of the Corporation an agreement being Schedule 'A' of this By-law between the Municipality of Whitestone and the Next Generation 9-1-1 Authority Services; and
2. **THAT** this By-law shall come into force and take effect upon passage thereof.

READ a FIRST and SECOND time this 24th day of January, 2023

Mayor George Comrie

CAO-Clerk Michelle Hendry

Read a Third time and Passed, Signed and Sealed this 24th day of January, 2023.

Mayor George Comrie

CAO-Clerk Michelle Hendry

NEXT GENERATION 9-1-1 AUTHORITY SERVICE AGREEMENT

This Agreement is between

[INSERT 9-1-1 AUTHORITY NAME], a municipality, local service board, first nation, province or other authorized signing authority located at [INSERT ADDRESS] (the "9-1-1 Authority")

AND

BELL CANADA, a company incorporated under the laws of Canada, and located at 1 carrefour Alexander Graham Bell, Building A7, Verdun, Quebec H3E 3B3 ("**Bell**")

WHEREAS Next Generation 9-1-1 Service (as defined below) is a service that replaces Enhanced 9-1-1 ("**E9-1-1**") service and is based on Internet Protocol (IP) technologies and supports 9-1-1 Calls natively IP end-to-end;

AND WHEREAS the Canadian Radio-television and Telecommunications Commission ("**CRTC**") determined in Telecom Decision CRTC 2015-531 that Canada's NG9-1-1 system should use the National Emergency Number Association standard ("**NENA i3**") as the baseline reference architecture;

AND WHEREAS in June 2017, the CRTC rendered Telecom Regulatory Policy CRTC 2017-182, which, among other things, directed all Incumbent Local Exchange Carriers ("**ILEC**")s to establish Next Generation 9-1-1 networks by 9-1-1 network service providers;

AND WHEREAS Bell operates and manages a Next Generation 9-1-1 System serving the provinces where it is the ILEC and where requested by a Small Incumbent Local Exchange Carrier ("**SILEC**") to operate as the SILEC's NG9-1-1 network provider, including in the territory in which the 9-1-1 Authority operates.

NOW THEREFORE, for valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **DEFINITIONS**

In this Agreement, in addition to those terms which are parenthetically defined, capitalized terms shall have the meanings ascribed to them in Schedule "A" (Definitions).

2. **SCOPE OF AGREEMENT**

- (a) **Agreement**: The 9-1-1 Authority requests and Bell will provide to the 9-1-1 Authority the Next Generation 9-1-1 services (the "**NG9-1-1 Service**") described below and in the schedules attached to, and forming part of, this agreement (each a "**Schedule**") in accordance with the terms and conditions of this agreement. Altogether, the Tariffs (as defined in Section 2(b), the terms and conditions set out in this agreement, and the applicable Schedules form the "**Agreement**".
- (b) **Tariffed Services and CRTC Approval**: The NG9-1-1 Service is regulated by the CRTC and shall only be provided in compliance with the applicable tariffs including CRTC 7400, Bell Canada National Services Tariff Item 601 – Next Generation 9-1-1 (NG9-1-1) Service (together with all applicable decisions, directions and orders of the CRTC, are referred to herein as the "**Tariffs**"), and the Tariffs, which form part of this Agreement, shall prevail in the event of a conflict with the terms and conditions set out herein.
- (c) **Service Description**: The NG9-1-1 Service provides a managed, private, dedicated IP network referred to as the Emergency Services Internet Protocol network ("**ESInet**"). The ESInet provides the transport and interconnectivity for all i3-PSAPs within the Serving Area as well as Originating Service Provider networks supporting 9-1-1 Calls over IP-based networks and devices. For i3-PSAPs, the ESInet is delivered to the PSAP operations premise using Bell's IP VPN service to the PSAPs authorized by the 9-1-1 Authority. The NG9-1-1 Service also provides a series of applications and service interfaces known as NG9-1-1 Core Services ("**NGCS**") and may include other

third party applications from trusted entities as may be requested by the 9-1-1 Authority and agreed to by Bell. Bell provided NG9-1-1 Service features are described in the User-to-Network Interface ("UNI") and in Schedule "B" (NG9-1-1 Network Features). 9-1-1 Authority agrees that Bell is not responsible nor liable for damages arising from 9-1-1 Authority's use of third party applications in conjunction with the NG9-1-1 Service.

- (i) In accordance with CRTC 7400, Bell Canada National Services Tariff Item 601, Bell agrees to:
- A. Provide NG9-1-1 Service to the 9-1-1 Authority within the Serving Area;
 - B. Provide ESInet IP connection with redundant and, dependent upon availability, diverse facilities to PSAP locations designated by the 9-1-1 Authority and as listed in Schedule "C" (PSAP Designations & Locations);
 - C. Selectively route and enable selective transfer of 9-1-1 Calls to the Primary-PSAP, Secondary-PSAPs and Dispatch Agency according to policy routing rules crafted to the needs of the 9-1-1 Authority, including those described in PSAP Contingency Plans;
 - D. Transmit geodetic and/or civic location information, call back number of the 9-1-1 Caller and any additional available data elements as made available by the Originating Network Provider ("ONP");
 - E. Receive, aggregate and maintain into a single dataset representative of Bell's entire serving area, mapping and addressing information provided by the 9-1-1 Authority or to its designee;
 - F. Perform Quality Assurance and Quality Control (QA/QC) on the aggregated dataset and provide mapping and addressing discrepancy / errors reporting back to the 9-1-1 Authorities or to their designees;
 - G. Maintain a dedicated 24X7 9-1-1 Control Centre to support the NG9-1-1 Service;
 - H. Maintain a Basic 9-1-1 Final Routing Alternative involving a third-party call centre, such as those used for nomadic VoIP calls; and
 - I. Enable access to location information when provided by-reference by the ONP with the original NG9-1-1 call;
 - J. Enable access to the additional data repositories provided by trusted entities as defined by the CRTC.
- (ii) The 9-1-1 Authority agrees to:
- A. Designate Primary PSAPs, Secondary PSAPs and Back-Up PSAPs to answer and dispatch 9-1-1 Calls in the Serving Area;
 - B. Where not otherwise defined by applicable provincial legislation and absent a provincial body that acts as a GIS data aggregator, create, maintain and update all boundaries, addressing and mapping information according to applicable standards (MSAG and GIS) and perform quality assurance and control on the data prior to submission. If a third party is to provide the GIS data on behalf of the 9-1-1 authority, such party shall be identified in Schedule "G", and that 9-1-1 specific GIS data layers must be provided directly to Bell in a secure manner without transiting through any shared open platform;
 - C. Take responsibility for changes to the 9-1-1 call routing resulting from submitted GIS data.

- D. Ensure that all designated PSAPs are compliant with specifications and guidelines outlined in Schedule "D" (Specifications & Guidelines);
 - E. Ensure, all PSAPs in the Serving Area are compliant with the deployment criteria listed in Schedule "E" (Deployment Criteria);
 - F. Ensure all PSAPs in the Serving Area have secure 9-1-1 data and systems which security includes physical security, network security, cybersecurity and all other considerations within the PSAPs domains;
 - G. Ensure all PSAPs in the Serving Area have and maintain current contact information and make it available as per the NENA i3 standard;
 - H. Ensure the Primary PSAP accepts specific planned test calls from the public;
 - I. Ensure the Primary PSAP implements a call handling solution that includes a test call interface and automaton as described in NENA i3;
 - J. Resolve mapping and addressing discrepancies / errors reported to the GIS Authorities by Bell in a timely manner or as otherwise specified in the discrepancy report;
 - K. Provide supporting technical and operational documentation as listed in Schedule "D" (Specifications & Guidelines) on the Bell 9-1-1 Flex Portal; and
 - L. Ensure Bell is provided in writing the information listed in Schedule F where the 9-1-1 Authority is a Government Provincial PSAP and ensure such information is current at all times.
- (iii) The NG9-1-1 Authority acknowledges and agrees that NG9-1-1 Service resiliency, reliability and security depends upon the following:
- A. The type and capabilities of the Originating Service Provider and the technology from which 9-1-1 Calls originate;
 - B. The accuracy of the data provided by the various NG9-1-1 stakeholders including the 9-1-1 Authority, PSAP and Originating Service Providers and other trusted entities;
 - C. The use of encryption and appropriate security protocols as described in Schedule E of this Agreement and as may be further developed over time; and
 - D. The availability of entrance diversity configuration, and physical attributes including the distance between entry points and power diversity of the PSAP Location,
- and agrees that ensuring the foregoing elements are the best available will improve its experience with the NG9-1-1 Service.
- (iv) Bell and 9-1-1 Authority agree that the implementation of Next Generation 9-1-1 Service within the Serving Area shall be carried out pursuant to the User-to-Network Interface (UNI) Technical Specification Document and the requirements established by the CRTC, and the Parties agree to update this Agreement as the CRTC requirements evolve.
- (v) The NG9-1-1 Service allows for many new feature possibilities with regards to types of data that can be transmitted. The availability of these features may require upgrades to software and or hardware by the PSAP.

- (vi) The NG9-1-1 Service will require security updates on an ongoing basis. To ensure the security of the NG9-1-1 Service, the NG9-1-1 Authority commits to ensure the PSAPs selected to serve its inhabitants, apply security updates (including any security patches) promptly. In the event of a PSAP failure to apply security updates Bell may, in its sole discretion, remove the PSAP from Bell's ESInet.
 - (vii) In the event a PSAP is removed from Bell's ESInet, 9-1-1 Calls destined for the PSAP will be rerouted in accordance with the PSAP's defined Policy Routing Rules.
- (d) **Bell Providers:** Bell may perform its obligations under this Agreement through its affiliates (as defined in the *Canada Business Corporations Act*) (an "Affiliate"), agents, suppliers or subcontractors (the "Bell Providers"), but Bell shall not be relieved of its obligations by using the Bell Providers.

3. FEES

The Tariffs set out certain approved rates, fees, and charges and capital, development or installation costs (if any) (the "Fees") applicable to the NG9-1-1 Services. The 9-1-1 Authority shall pay Fees that are specified in the Tariffs. For services related to the NG9-1-1 Services but not specified in the Tariffs including those related to tertiary sites and third circuits the 9-1-1 Authority shall pay the fees as agreed to by the Parties. The 9-1-1 Authority shall also pay applicable commodity taxes, and similar taxes levied or assessed by any local and/or government authority, as well as surcharges for foreign taxes or those imposed by third-party providers, withholding tax, and interexchange carrier charges, if any (collectively, "Taxes"). The 9-1-1 Authority shall pay Fees and Taxes within 30 days of the invoice date. Fees and Taxes are subject to a late payment charge ("**Late Payment Charge**") at the rate specified in the invoice, which rate may vary from time to time, calculated from the invoice date, if Fees and Taxes are not paid within 30 days of the invoice date. For clarity, the NG9-1-1 Authority may pay all amounts referred to in this Section 3 via arrangements it may make with an applicable PSAP.

4. TERM AND TERMINATION

- (a) **Term:** The term of this Agreement (the "Initial Term") will begin on the date it is signed by the 9-1-1 Authority (the "Effective Date") and it will expire or terminate after ten (10) years unless otherwise terminated under the terms of this Agreement.
- (b) **Renewal Term(s):** If permitted under the relevant Tariffs, upon expiry of the Initial Term the Agreement shall be automatically renewed for successive periods of five (5) years each unless one party gives to the other at least six (6) months written notice of termination prior to the end of the initial term or any renewal period (in each case, a "Renewal Term"). The Initial Term and any Renewal Term(s) are collectively referred to as the "Term".
- (c) **Termination or Suspension of a Service:** Bell may immediately suspend the entirety or a portion of the NG9-1-1 Service where Bell has reasonable cause to believe that the 9-1-1 Authority's traffic is compromised or otherwise poses a risk to the NG9-1-1 Service. For any reason other than the integrity of NG9-1-1 Service, the 9-1-1 Authority may terminate the NG9-1-1 Service, or Bell may terminate or suspend the NG9-1-1 Service, in accordance with the terms of the relevant Tariffs with six (6) months prior written notice.

5. LIMITATION OF LIABILITY

- (a) Bell's liability for the performance of its obligations pursuant to this Agreement shall be subject to and governed by Bell's Tariffs.
- (b) The 9-1-1 Authority and Bell shall, during the Term, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of same to the other party or, if either the 9-1-1 Authority or Bell is self-insured, provide to the other party evidence that is satisfactory to that party that the 9-1-1

Authority and/or Bell, as the case may be, is and will be, at all relevant times, in a position to face successfully its monetary obligations stemming from liability under this Agreement.

6. CONFIDENTIAL INFORMATION

- (a) "**Confidential Information**" means any data, documentation or other information of a proprietary or confidential nature of a party, or its Affiliates, or which is treated as confidential by a party or its Affiliates, whether or not identified as being confidential or proprietary, which is disclosed or made available to the other party in connection with the negotiation, preparation or performance of this Agreement. The design, installation, delivery or implementation of the Services, including pricing information, service levels and network design specifications shall constitute Confidential Information of Bell. Confidential Information excludes the 9-1-1 Authority's name, address and listed telephone number and any data, documentation or other information which is (i) in the public domain, (ii) known to the receiving party prior to receipt thereof from the disclosing party, or (iii) available to the receiving party on a non-confidential basis from a source other than the disclosing party, if that source or its source is not in breach of any obligations of confidentiality to the disclosing party; or (iv) the receiving party can show to have been developed independently by the receiving party without using the Confidential Information of the disclosing party. The receiving party agrees to take such care to protect the confidentiality of the Confidential Information as would be taken by a reasonable party to protect its own Confidential Information from disclosure subject to the exceptions set out below.
- (b) Except as: (i) permitted or required by law, regulation or lawful request or to carry out its obligations; and (ii) required to receive or provide the Services under this Agreement, as applicable, the receiving party agrees not to use or disclose the Confidential Information without disclosing party's prior written consent. For clarity, any information exchanged between Bell and the 9-1-1 Authority, their employees, servants, agents and/or co-contractors pertaining to the design, the development, the implementation, the operation and the maintenance of the NG9-1-1 Service is confidential, and shall be provided only to such persons who have a need to know for the purposes of this Agreement.
- (c) The 9-1-1 Authority consents to Bell disclosing 9-1-1 Authority information to the CRTC as required for the CRTC to approve any regulatory filings or CRTC requests for information related to the Services. Additionally, 9-1-1 information that is available with a 9-1-1 Call is provided on a confidential basis pursuant to CRTC 7400, Bell Canada National Services Tariff Item 601 as an exception to Item 10 Article 11 of the Bell Canada General Tariff and shall be used for the sole purpose of answering and dispatching 9-1-1 Calls
- (d) In the event that Bell is provided with access to the 9-1-1 Authority's End Users' information ("**End User Data**"), 9-1-1 Authority shall ensure that it has all the requisite consents for Bell to use such End User Data in the manner contemplated under this Agreement. The 9-1-1 Authority acknowledges and agrees that in the event that the 9-1-1 Authority provides Bell with access to End User Data where Bell is not required to have such access, Bell shall not be liable for any loss, unauthorized access to, or any other act or omission in relation to the End User Data.
- (e) The 9-1-1 Authority and Bell agree to abide by all applicable legislation with respect to the protection of privacy in effect from time to time.
- (f) The 9-1-1 Authority shall ensure their PSAPs comply with the terms of this Section 6. Bell shall only share Confidential Information pertaining to this Agreement with the PSAPs identified in Schedule "B" (PSAP Designations & Locations).

7. FORCE MAJEURE

- (a) If there is a default or delay in a party's performance of its obligations under this Agreement (except for the obligation to make any payments under this Agreement), and the default or delay is caused by circumstances beyond the reasonable control of that party including fire, flood, earthquake, elements of nature, acts of God, epidemic, pandemic, explosion, power failure, third party caused damage to network infrastructure (e.g., a cable cut), war, terrorism, cyber terrorism/warfare, revolution, civil commotion, cyber terrorism/warfare, acts of public enemies, law, order, regulation, ordinance or requirement of any government or legal body having jurisdiction, or

labour unrest such as strikes, slowdowns, picketing or boycotts (each an "**Event of Force Majeure**"), then that party shall not be liable for that default or delay, and shall be excused from further performance of the affected obligations on a day-by-day basis, if that party uses commercially reasonable efforts to expeditiously remove the causes of such default or delay in its performance.

- (b) Bell and the 9-1-1 Authority agree that in the Event of a Force Majeure the parties will co-operate and make all reasonable efforts to provide a temporary replacement service until the NG9-1-1 Service is restored. The costs required to provide temporary replacement service shall be borne as between Bell and the 9-1-1 Authority in accordance with the Parties' respective obligations as described in Sections 2(c)(i) & (ii) of this Agreement.

8. **GENERAL PROVISIONS**

- (a) **No Resale:** The 9-1-1 Authority shall not resell or remarket any Service for commercial purposes under the terms and conditions of this Agreement.
- (b) **Entire Agreement and Amendment:** This Agreement is the entire agreement between the 9-1-1 Authority and Bell with respect to the subject matter, and supersedes all prior agreements, understandings, commitments, undertakings, proposals, representations, negotiations and discussions on the subject matter, whether written or oral. There are no, and Bell shall not be liable for, conditions, agreements, representations, warranties or other provisions, express or implied (including through course of dealing), collateral or otherwise, relating to the subject matter of this Agreement, which induced either party to enter into this Agreement or on which either party places any reliance, other than those set forth in this Agreement. This Agreement shall not be amended other than by an instrument in writing signed by both parties and stating that the parties intend to amend this Agreement.
- (c) **Assignment:**
- (i) This Agreement shall bind and enure to the benefit of Bell and the 9-1-1 Authority and their respective successors and permitted assigns. Neither party may assign this Agreement in whole or in part, including any Schedule, without the prior written consent of the other party, not to be unreasonably withheld. However, without the other party's consent, subject to Paragraph (ii) below, a party may assign all or part of its benefits, rights or obligations under this Agreement to an Affiliate or to an entity in connection with any transaction or series of transactions pursuant to which all or a substantial part of the assigning party's business is assigned to or otherwise results in forming all or part of the business of such entity (including a present or future affiliate, whether by way of reorganization, consolidation, amalgamation, arrangement, merger, transfer, sale, change in control or otherwise, and, provided such entity, as assignee, agrees to be bound by this Agreement and assumes the obligations assigned under this Agreement pursuant to this Subsection, on and after the effective date of such assignment.
- (ii) Bell's prior written consent shall be required in the event of a proposed assignment by 9-1-1 Authority if, in Bell's determination, the 9-1-1 Authority's proposed assignee is deemed to be (A) not credit worthy; (B) a competitor of Bell; or (C) non-compliant with any eligibility criteria for the Services. Bell may also assign any receivable that arises under this Agreement, any right to receive payment related to that receivable and any interest in that receivable or right to receive payment.
- (d) **Governing Law:** This Agreement shall be governed by and interpreted according to the laws of Ontario unless the 9-1-1 Authority's head office is situated in Quebec. If the 9-1-1 Authority's head office is situated in Quebec, this Agreement shall be governed by and interpreted according to the laws of Quebec. The applicable governing law shall be determined as noted above without regard to any conflicts of law rules that might apply the laws of any other jurisdiction. The parties attorn to the exclusive jurisdiction of the courts of Toronto unless the 9-1-1 Authority's head office is situated in Quebec, in which case the Parties attorn to the exclusive jurisdiction of the courts of Montreal in respect of all matters arising out of or in connection with this Agreement except CRTC regulatory matters. For CRTC regulatory matters the parties attorn to the exclusive jurisdiction of the federal courts or tribunals of Canada.
- (e) **Interpretation:** In this Agreement, the headings are for convenience of reference only and shall not affect its construction or interpretation. If there is any conflict between the terms of the main body of this Agreement and a

Tariff, if applicable to the Service in dispute, the terms of the applicable Tariff shall govern. If there is any conflict between the terms of the main body of this Agreement and the Schedules, the terms of the main body of the Agreement shall govern unless otherwise expressly provided in writing in a Schedule.

- (f) **Waivers:** No waiver of any provision of this Agreement shall bind a party unless consented to in writing by that party. No waiver of any provision of this Agreement shall be a waiver of any other provisions, nor shall any waiver be a continuing waiver, unless otherwise expressly provided in the waiver.
- (g) **Notice:** All notices and consents provided for shall be given in writing and delivered by personal delivery, prepaid first class registered or certified mail, by facsimile, by regular mail or e-mail. Notices delivered by facsimile shall be considered to have been received upon the sender obtaining a bona fide confirmation of such delivery. Notices delivered by e-mail shall include the following, and shall only be effective if the recipient provides by e-mail a confirmation of delivery and the date of acceptance of the delivery: (i) sender's name, address, telephone number, fax number and e-mail address; (ii) date and time of the transmission; and (iii) the name and telephone number of a person to contact in the event of transmission problems. Delivery of notices after 4:00 p.m. at the address being served constitutes delivery the following day. Notices delivered by regular mail shall be deemed received on the fifth day after the notice has been mailed. The address for notice shall be:

For the **9-1-1 Authority**,

_____ ; and

For **Bell**,

c/o 9-1-1 Service Team
 930 d'Aiguillon, B320
 Quebec, G1R 5M9

Email: signatures.911@bell.ca

With a copy to,

c/o Corporate Secretary
 1 Carrefour Alexander Graham Bell, Building A, 4th Floor
 Verdun, Québec H3E 3B3.

Facsimile: (514) 766-8161

The 9-1-1 Authority shall notify Bell of a change in its billing address and any change in its corporate name or any business or trade name used in connection with the Services.

- (h) **Severability:** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or unenforceable, the other provisions of this Agreement shall not be affected or impaired, and the offending provision shall automatically be modified to the least extent necessary in order to be valid, legal and enforceable.
- (i) **Survival:** The following Sections of this Agreement shall survive termination or expiration of this Agreement: Sections 3 (Fees), 4(c) (Termination or Suspension of a Service), 5 (Limitation of Liability), 6 (Confidential Information), and this Section 8 (General Provisions).
- (j) **Counterparts:** This Agreement may be signed in one or more counterparts (including through electronic signatures), each of which shall be considered an original and all of which, taken together, shall constitute one and the same instrument.

- (k) **Language:** The parties have requested that this Agreement and all correspondence and all documentation relating to this Agreement be written in the English language. Les parties aux présentes ont exigé que la présente entente, de même que toute la correspondance et la documentation relative à cette entente, soient rédigées en langue anglaise.

- (l) **No Partnership and Third-Party Beneficiaries:** Bell is an independent contractor of the 9-1-1 Authority. The Agreement shall not be construed to and does not create a relationship of agency, partnership, employment or joint venture. Nothing in this Agreement, express or implied, shall or is intended to confer on any other person, firm or enterprise, any rights, benefits, remedies, obligations or liabilities of this Agreement, other than the parties, their respective successors or permitted assigns.

[9-1-1 AUTHORITY NAME]	BELL CANADA
SIGNATURE: _____	SIGNATURE: _____
NAME: _____	NAME: _____
TITLE: _____	TITLE: _____
I am authorized to bind the 9-1-1 Authority to the terms and conditions of this Service Schedule.	I am authorized to bind Bell Canada to the terms and conditions of this Service Schedule.
DATE: _____	DATE: _____

Schedule "A"

DEFINITIONS

In this Agreement, in addition to those terms which are parenthetically defined, capitalized terms shall have the meanings ascribed to them in this Schedule "A" and where not otherwise defined in this Agreement, as ascribed in the current Network Interconnection (UNI) Document.

"9-1-1 Authority" means the municipality, local service board, first nation, province or any other authorized signing authority responsible for 9-1-1 service operations pursuant to the Bell Canada National Services Tariff Item 601 – Next Generation 9-1-1 (NG9-1-1) Service, and defined as the 9-1-1 Authority party to this Agreement;

"9-1-1 Call" means a request for public safety assistance signalled by a 9-1-1 Caller using a device and communications service supporting 9-1-1 dialling, and delivered through the NG9-1-1 Service, regardless of the media (e.g., voice, video, text, other) used to make that request;

"9-1-1 Caller" means end user dialing 9-1-1;

"9-1-1 Control Centre" means a dedicated 9-1-1 24/7 support, maintenance and surveillance centre;

"Agreement" has the meaning ascribed to it in Section 2(a);

"Back-Up PSAP" or **"Back-Up Public Safety Answering Point"** means the back-up PSAP as identified by the 9-1-1 Authority in Schedule "C";

"Basic 9-1-1 Final Routing Alternative" means the designated last resort routing destination involving a third-party call centre, such as those used for nomadic VoIP calls;

"Bell 9-1-1 Flex Portal" means a secure Web site accessible from the public Internet for Customers to access information pertaining to its NG9-1-1 Services.

"CEE" means Customer Edge Equipment and refers to the peering equipment provided by the customer, facing the Bell Customer Edge router;

"CRTC" or **"Canadian Radio-Television and Telecommunications Commission"** has the meaning ascribed to it in the preamble to this Agreement;

"Effective Date" has the meaning ascribed to it in Section 4(a);

"End User Data" has the meaning ascribed to it in Section 6(d);

"Event of Force Majeure" has the meaning ascribed to it in Section 7(a);

"ESInet" has the meaning ascribed to it in Section 2(c)(i);

"GIS Authority" means a body that has control over and the power to make decisions about the source addressing and GIS data which is responsible for providing aggregated GIS/addressing data on behalf of the 9-1-1 Authority to the NG9-1-1 Service Provider for the purpose of NG9-1-1 Service;

"GIS Data Provider" means an entity that assigns addresses, creates, collects, maintains and shares spatial datasets. It may include addressing authorities (e.g. local, provincial and territorial governments, First Nations), 9-1-1 Authorities, and data aggregators;

"GIS" and **"Geographic Information System"** Means a system for capturing, storing, displaying, analyzing and managing data and associated attributes which are spatially referenced;

"i3-PSAP" means a Public Safety Answering Point (PSAP) conformant to the NENA i3 standard (NENA-STA-010), which is capable of receiving IP-based signaling and media for delivery of emergency calls;

"Initial Term" has the meaning ascribed to it in Section 4(a);

"ILEC" and **"Incumbent Local Exchange Carrier"** means the existing telephone companies, prior to the introduction of local competition;

"Late Payment Charges" has the meaning ascribed in Section 3;

"Local Registration Authority" have the meaning ascribed to them in CRTC Decision 2019-353;

"MSAG" or **"Master Street Address Guide"** means the database that contains street names and house number ranges within their associated communities defining Emergency Service Zones (ESZs) and their associated Emergency Service Numbers (ESNs) to enable proper selective routing and selective transfer of 9-1-1 calls in the legacy E9-1-1 environment;

"NENA i3" has the meaning ascribed to it in the preamble of the Agreement;

"NG9-1-1" means a secure, IP-based, open-standards based system comprised of hardware, software, data, and operational policies and procedures that (a) provides standardized interfaces from emergency call and message services to support emergency communications, (2) processes all types of emergency calls, including voice, text, data, and multimedia information, (3) acquires and integrates additional emergency call data useful to call routing and handling, (4) delivers the emergency calls, messages and data to the appropriate PSAP and other appropriate emergency entities based on the location of the caller, (5) supports data, video, and other communications needs for coordinated incident response and management and (6) interoperates with services and networks used by first responders to facilitate emergency response;

"NG9-1-1 Network Provider" means the CRTC mandated ILEC providing the ESInet/NGCS;

"NG9-1-1 Service" has the meaning ascribed to it in Section 2(c)(i);

"NGCS" and **"Next Generation 9-1-1 Core Services"** means the base set of services needed to process a 9-1-1 call on an ESInet. NGCS includes the Emergency Service Routing Proxy (ESRP), Emergency Call Routing Function (ECRF), Location Validation Function (LVF), Border Control Function (BCF), Bridge, Policy Store, Logging Services and typical IP services such as Domain Name System (DNS). The term NGCS includes the services and not the network on which they operate (i.e., the ESInet);

"Offnet Agency" means an agency outside of the NG9-1-1 network, such as a poison control centre or an hospital, which may be designated by the 9-1-1 Authority to be able to receive PSTN calls transferred by a designated PSAP;

"ONP" and **"Originating Network Provider"** means a CRTC-approved trusted entity service provider that allows its subscribers to originate 9-1-1 dialled voice or non-voice calls from the public to PSAPs, including but not limited to wireline, wireless, and fixed/native voice over internet protocol (VoIP) services.

"PRR" and **"Policy Routing Rule"** means the criteria which determines how 9-1-1 Calls are routed under stated conditions such as when a target PSAP is unable to take 9-1-1 Calls;

"PSAP" or **"Public Safety Answering Point"** means an entity responsible for receiving 9-1-1 Calls and processing those 9-1-1 Calls according to a specific operational policy - a Primary Public Safety Point, Secondary Public Safety Point, and Back-Up Public Safety Point as identified by the 9-1-1 Authority in Schedule "C" (PSAP Designations & Locations);

"PSAP Contingency Plans" means a plan in case of a disaster;

"**PSAP Credentialing Agency**" and "**PCA**" have the meaning ascribed to them in CRTC Decision 2019-353;

"**PSAP Locations**" means the locations of the PSAPs as identified in Schedule "C" (PSAP Designations & Locations);

"**P-PSAP**" or "**Primary Public Safety Answering Point**" means a communication centre which is the first point of contact for 9-1-1 Calls as identified by the 9-1-1 Authority in Schedule "C" (PSAP Designations & Locations);

"**Renewal Term**" has the meaning ascribed to it in Section 4(b);

"**S-PSAP**" or "**Secondary Public Safety Answering Point**" means a communication centre to which 9-1-1 Calls are transferred from a P-PSAP, typically the fire, police or ambulance agency responsible for dispatching emergency personnel as identified by the 9-1-1 Authority in Schedule "C" (PSAP Designations & Locations);

"**Schedule**" has the meaning ascribed to it in Section 2(a);

"**Serving Area**" means the geographic area, as determined by the 9-1-1 Authority from which 9-1-1 Calls will be directed to a particular P-PSAP;

"**Subscriber**" means an entity that contracted with a service provider for the provision of a voice telecommunications service;

"**Selective Routing**" means the process by which 9-1-1 Calls are routed to the appropriate PSAP or other designated destination, based on the 9-1-1 Caller's location information, and may also be impacted by other factors, such as time of day, call type, etc. Location may be provided in a specified format such as an MSAG-valid civic address or in the form of geo coordinates (longitude and latitude);

"**Taxes**" has the meaning ascribed to it in Section 3;

"**Term**" has the meaning ascribed to it in Section 4(b); and

"**User-to-Network Interface (UNI) Technical Specifications Document**" means the authoritative document which sets the technical specifications an i3-PSAP must comply with.

Schedule "B"
NG9-1-1 FEATURES

The NG9-1-1 Service offers features as provided in CRTC 7400, Bell Canada National Services Tariff Item 601.

If a PSAP chooses to forgo utilizing one or more of the NG9-1-1 Service features provided by the NG9-1-1 Service network provider as described in the UNI, the PSAP does so at its own risk and assume all liabilities including prolonged restoration times in the event of an outage.

Schedule "C"

PSAP DESIGNATIONS & LOCATIONS

PSAP Type	Name	Location (full address)	Connected to ESInet (Y/N)
Primary PSAP (*1 & *2)	NORTH BAY OPP	875 GORMANVILLE RD NORTH BAY	Y
Secondary PSAP Police (*1 & *2)	NORTH BAY OPP	875 GORMANVILLE RD NORTH BAY	Y
Secondary PSAP Fire (*1 & *2)	PARRY SOUND AMBULANCE/FIRE	6 ALBERT ST PARRY SOUND	Y
Secondary PSAP Ambulance (*1 & *2)	PARRY SOUND AMBULANCE/FIRE	6 ALBERT ST PARRY SOUND	Y
Additional Offnet Agency if required (*1 & *2 & *3) i.e. Poison control			N
Designated Provincial or Territorial default i3 PSAPs (*4)			

Notes:

*1 – 9-1-1 Authority shall ensure all PSAPs connected to ESInet meet the NG9-1-1 requirements.

*2 – 9-1-1 Authority shall ensure that if a PSAP changes during the Term, the replacement is aware of the 9-1-1 Authority obligations re: PSAPs under this Agreement, and Bell is notified of the change.

*3 – "Offnet" Agencies are not connected to the ESInet over an IP-UNI and call transfers to such agencies are the responsibility of the PSAP's Call Handling System

*4 – This PSAP is only required if there is a PSAP designated as a safety net for a specific Province or Territory.

Schedule 'D'

SPECIFICATIONS & GUIDELINES

The specifications, templates and guidelines for the NG9-1-1 Service are found at <https://911flex.bell.ca/Login.html>, under the title "NG9-1-1 Onboarding Documentation".

Schedule "E"

DEPLOYMENT CRITERIA

PSAPs utilizing networks to process and deliver NG9-1-1 Calls outside of the ESInet do so at their own risk and assume all liabilities including prolonged restoration times in the event of an outage.

In order to ensure reliability, resiliency and security of the NG9-1-1 Service, the 9-1-1 Authority shall ensure that all of the PSAPs meet the following mandatory requirements without which the PSAPs will not be permitted to interconnect with the production NG9-1-1 network:

1. IP VPN ESInet Interconnection

All i3-PSAP types, Primary and Secondary, are entitled to a single Back-Up location.

All IP VPN ESInet demarcation locations (Primary, Secondary and Back-Up PSAPs) are provided with two (2) redundant data paths and must make use of both. PSAPs must make use of all available in-house diversity (cable entrance, power, etc.).

ESInet physical demarcation locations must be geographically located within the Bell Canada NG9-1-1 Serving region.

PSAPs are expressly forbidden to establish private VPN tunnels over the ESInet, through the provided IP VPN circuits.

2. ESInet Interconnection of Non-designated PSAP facilities

For those PSAP sites not listed in Schedule "C", if the 9-1-1 Authority requires additional circuits, these arrangements may be provided by Bell for a fee;

3. PSAP CEE Interconnection Requirement

- a. All PSAPs shall employ a NENA i3 compliant Border Control Function ("BCF") as defined in the Bell NG9-1-1 UNI technical specification as a mandatory condition of interconnection with the NG9-1-1 network. The BCF must be comprised of a minimum of both a firewall and session border controller function. The BCF must be deployed in a manner which prevents single points of failure.
- b. PSAPs shall ensure their local network infrastructure (i.e., Local Area Network [LAN] and/or private Wide Area Network [WAN]) is sized appropriately to support the bandwidth of all NG9-1-1 traffic as calculated and provisioned by the NG9-1-1 Network Provider, in addition to their own in-house network requirements;

4. i3 Call Handling CODEC requirement

All PSAPs shall implement the mandatory list of CODECs as defined in Telecom Decision CRTC 2019-353 (<https://crtc.gc.ca/eng/archive/2019/2019-353.htm>) and make necessary changes as updates become approved by CRTC.

5. IP Network protocol support

All PSAPs shall deploy Dual Stack as the method for simultaneous use of IPv4 & IPv6 address spaces, or to individually perform Network Address Translation - Protocol Translation ("NAT-PT") for their Network Domain as defined in the Bell NG9-1-1 UNI technical specification. This is a mandatory condition to interconnect to the NG9-1-1 Service Network;

6. End-to-End Encryption

All PSAPs shall support encryption of traffic from and towards the ESInet as defined in the Bell NG9-1-1 UNI technical specification;

7. QoS Support

All PSAPs shall implement the QoS requirements as defined in the Bell NG9-1-1 UNI technical specification;

8. PSAP Credentialing Agency – NG9-1-1 Network Provider service

All PSAPs shall utilize the Bell PSAP Credentialing Agency service. PSAPs shall identify to Bell as part of the onboarding process the individual or group responsible for acting as the Local Registration Authority ("LRA"). The LRA agreement and the roles and responsibilities can be found in Schedule H. For clarity, the LRA agreement is attached for reference purposes. There is no expectation that the NG9-1-1 Authority will sign the LRA agreement itself but the NG9-1-1 Authority will ensure that the selected PSAPs will execute such agreement.

9. Contingency Routing

PSAPs shall communicate all 9-1-1 contingency arrangements to Bell including agreements and arrangements with other agencies in order to design and implement Policy Routing Rules accordingly. PSAP's defined Policy Routing Rules must contain at a minimum one Policy Routing Rule specifying a partner third party PSAP to act as backup in the event the PSAP is not able to respond to 9-1-1 Calls.

10. Domain Name Service (DNS) – NG9-1-1 Network Provider service

PSAPs must utilize the Bell NGCS-based DNS service to ensure resiliency of DNS functions and seamless PCA functionality.

The 9-1-1 Authority is requested to encourage PSAPs to utilize the following NGCS provided functions to further enhance network reliability, resiliency and security of the NG9-1-1 Service:

1. Network Time Protocol (NTP) – NG9-1-1 Network Provider Service

PSAPs are encouraged to utilize the Bell NGCS-based NTP service to ensure accurate time synchronization with all ESInet interconnected elements and as an additional time source within their Local Area Network (LAN).

Schedule "G"

NG9-1-1 GIS REQUIREMENTS

Municipality, County or Other Government Entity name	GIS Data Provider or *Provincial/ Territorial Designated Data Aggregator name	Provincial \ Territorial Legislation (Y/N)

❖ In the absence of Provincial or Territorial legislation defining a Data Aggregator body, by default the NG9-1-1 Network Provider will be the defined GIS and addressing Data Aggregator ([Telecom Decision CRTC 2020-150 | CRTC](#))

Not Applicable

Schedule "F"

MULTIPLE REGION PSAPs

This Schedule must be filled out by PSAPs covering multiple regions and managed by a provincial or federal authority (e.g., Ontario Ministry of Health, Sureté du Québec, Ontario Provincial Police etc.

Sites	Official Name	9-1-1 authority (municipalities, counties, etc.)

Not Applicable

Schedule "H"
Local Registration Authority Agreement

Not Applicable

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**BY-LAW NO. 09-2023**

**Being a By-law to authorize an agreement between the
Municipality of Whitestone and
Ministry of Natural Resources and Forestry
for Forest Fire Management and to repeal By-law 06-2020**

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 Municipality of Whitestone, being located in a fire region, is responsible to extinguish at its expense Fires within its limits pursuant to Section 21(1) of the Forest Fires Prevention Act, R.S.O. 1990, c. F-24, and its regulations;

AND WHEREAS the Council of the Corporation of the Municipality of Whitestone entered into an agreement with the Ministry of Natural Resources for Forest Fire Management under By-law 06-2020;

AND WHEREAS the agreement expires on March 31, 2023 and the Council of the Municipality of Whitestone deems it in the best interest of the taxpayers to renew this agreement;

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

Short Title

This by-law shall be known as the Municipality of Whitestone Forest Management By-law.

1. **THAT** the Mayor and CAO-Clerk of the Municipality of Whitestone are hereby authorized to execute under seal of the Corporation an agreement being Schedule 'A' of this By-law between the Municipality of Whitestone and the Ministry of Natural Resources and Forestry; and
2. **THAT** By-law 06-2020 is hereby repealed; and
3. **THAT** this By-law shall come into force and take effect upon April 1, 2023.

READ a FIRST and SECOND time this 24th day of January, 2023

Mayor George Comrie

CAO-Clerk Michelle Hendry

Read a Third time and Passed, Signed and Sealed this 24th day of January, 2023.

Mayor George Comrie

CAO-Clerk Michelle Hendry

This Municipal Forest Fire Management Agreement (hereinafter referred to as “Agreement”) made in duplicate this _____ day of _____, 2023 .

BETWEEN:

His Majesty the King in right of Ontario as represented by the Minister of Natural Resources and Forestry (hereinafter referred to as the “Ministry” or “MNRF”)

AND

The Corporation of the Municipality of Whitestone (hereinafter referred to as the “Municipality”)

WHEREAS the Municipality, being located in a fire region, is responsible to extinguish at its expense Fires (defined below) within its limits pursuant to Section 21(1) of the *Forest Fires Prevention Act*, R.S.O. 1990, c. F-24, and its regulations (hereinafter referred to as “FFPA”), as amended or replaced from time to time; and

WHEREAS the parties wish to enter into this Agreement pursuant to Section 19 of the FFPA with respect to the prevention, control and extinguishment of Fires within the limits of the Municipality and the Unincorporated Territory (defined below), if applicable;

THEREFORE in consideration of the mutual promises and agreements set out below and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

DEFINITIONS

1. In this Agreement the following terms have the following meanings:
 - a) “Apparatus” means a Fire service vehicle that carries firefighting personnel and/or equipment, including without limitation pumpers, tankers and boats, and a Fire response vehicle that carries portable firefighting equipment to suppress Fires;
 - b) “Border Fire” means a Fire that straddles any part of a boundary between the Crown Protection Area and the Municipal Protection Area;

- c) “Comprehensive Protection Charge” and “CPC” mean either the annual rate for each hectare of Patented Land within the Crown Protection Area payable by the Municipality to the Ministry or the annual rate for each hectare of unalienated Crown land owned by the Crown in right of Ontario within the Municipal Protection Area payable by the Ministry to the Municipality (set out in Appendix “A” attached hereto and forming part hereof which will be annually adjusted prior to the start of the Fire Season annually to reflect the annual rate per hectare as set out in Appendix “C”), is charged with respect to land protected by one party for the other party and comprises all costs for prevention, management, and suppression of Fires;
- d) “Consumer Price Index” and “CPI” mean the index published by Statistics Canada for September of one year to August of the next year for the Province of Ontario in the All - Items category as defined by Statistics Canada;
- e) “Crown Protection Area” and “CPA” mean the area(s) within the limits of the Municipality designated in Appendix “B” attached hereto and forming part hereof which the Ministry has prime responsibility, as between the parties, for responding to Incidents and suppressing Fires subject to the terms and conditions of this Agreement;
- f) “Fire” means any type of outdoor fire, including without limitation a campfire, grass, brush or forest fire, a fire in a charcoal barbecue, an outside wood burning furnace or a stove;
- g) “Fire Season” means the period from April 1 to October 31 in each year (as set out in Section 10 of the FFPA);
- h) “Incident” means a report of smoke or Fire to either party which is required to be investigated by the applicable party to determine if a Fire is occurring or an infraction of the FFPA or a municipal bylaw may be occurring;
- i) “Municipal Protection Area” and “MPA” mean the area(s) within the limits of the Municipality designated in Appendix “B” and any area(s) within an area of Unincorporated Territory deemed to be included in the MPA with the written agreement of the parties pursuant to paragraph 4 b) which the Municipality has prime responsibility, as between the parties, for responding to Incidents and suppressing Fires subject to the terms and conditions of this Agreement;
- j) “Officer” means an officer as defined in or those persons deemed to be officers for the purposes of the FFPA;
- k) “Patented Land” means all privately owned land and patented land acquired and owned by the Crown in right of Ontario; and
- l) “Unincorporated Territory” means an area(s) which may be represented by a local services board where Fire protection services may be provided by the adjacent Municipality under the terms within their Municipal agreement. This area will be deemed to be included as part of the MPA area with the written agreement of the parties pursuant to paragraph 4 b).

FIRE PREVENTION AND COMPLIANCE

2. a) The Municipality at its expense shall:
 - i) when implementing a Fire prevention plan for all areas of the Municipality, design a Fire prevention/education program based on the principles of the Ministry's FireSmart program;
 - ii) control open air burning in a coordinated fashion in the Municipality through bylaws or a municipal Fire permit system consistent with the FFPA and applicable Ministry of Environment guidelines, as may be amended or replaced from time to time; and
 - iii) be responsible for the management and enforcement of any municipal Fire permit system enacted by it under authority of a bylaw.
- b) The Ministry at its expense shall be responsible for Fire prevention activities for areas of Unincorporated Territory when included under the terms of this agreement.

ANNUAL FIRE SUMMARY

3. Each party shall provide a written summary of all Fires (Appendix "G") which it actioned under the Agreement during the most recent Fire Season to the other party on or before November 30th of each year that this Agreement is in effect.

CHANGES TO CROWN PROTECTION AREA AND MUNICIPAL PROTECTION AREA

4. a) The CPA and MPA may be amended at any time upon terms satisfactory to both parties from November 1 to March 31 of any year during the Agreement with Appendix "A and B" being revised to reflect such changes agreed upon by the parties. All proposed changes must be implemented before April 1. However, when any of the following occur within the limits of the Municipality, the parties shall review as soon as possible the affected land area to determine which designation (CPA or MPA) applies to the area in question:
 - Annexation of land area;
 - Adjustment of the Municipality's boundaries; or
 - Large areas of recent storm/insect damage.

Implementation of the applicable designation to the area in question shall occur as soon as possible so that Incident response and Fire suppression services are provided.

- b) An area(s) of Unincorporated Territory may be deemed to be included in the MPA with Appendix "A" and Appendix "B" being revised to reflect such changes agreed upon by the parties. In such circumstances, the Municipality shall pass such by-laws as may be required to allow its Fire Department to leave the Municipality to respond to Incidents and to suppress Fires in the Unincorporated Territory.

TRAINING REQUIREMENTS

5. a) The Municipality agrees that the following Ministry Fire training programs will be taught to all staff within the Municipality's Fire Department assigned to Fire operations:
- Municipal Fire Department Forest Fire Training (SP103); and
 - Air Attack Safety Training Module for Municipal Fire Operations.
- b) Following execution of the Agreement by both parties, the Ministry shall provide the Municipality free of charge the instructor training kit for each course listed in paragraph 5 a). The kits are designed to be utilized by local Fire Department training programs. The Ministry will provide technical advice if required to assist Municipality instructors to understand the training material as presented in the kits.
- c) The Municipality shall ensure that all Municipality staff responsible to respond to Incidents and suppress Fires are trained by the programs described in paragraph 5 a) and shall create training records and keep them up to date.

INCIDENTAL RESPONSE AND SUPPRESSION ACTIONS

6. a) In consideration of the applicable CPC to be paid by the Municipality under paragraph 10 a) for a Fire Season, the Ministry at its expense shall respond to Incidents and suppress Fires within the Crown Protection Area. However, where on the request of the Ministry, the Municipality responds to an Incident or suppresses a Fire in the CPA, the Ministry shall pay the Municipality in accordance with paragraph 11 b) for providing such assistance according to the applicable suppression rate(s) and fee(s) set out in Appendix "C" attached to and forming part of this Agreement.
- b) In consideration of the applicable CPC to be paid by the Ministry under paragraph 10 a) for a Fire Season, the Municipality at its expense shall respond to Incidents and suppress Fires within the Municipal Protection Area. However, where on the request of the Municipality, the Ministry responds to an Incident or suppresses a Fire in the MPA, the Municipality shall pay the Ministry in accordance with paragraph 11 b) for providing such assistance according to the applicable suppression rate(s) and fee(s) set out in Appendix "C".

At the request of the Municipality, the Ministry may assist in the investigation of any Fires which are of a contentious nature and undertake prosecutions for contravention of the FPPA.

- c) Regardless of responsibilities set out in paragraphs 6 a) and b) to the contrary, each party following receipt of an Incident within the limits of the Municipality shall immediately notify the other party of the Incident. The party with primary responsibility to do so shall investigate and determine if a Fire is occurring and if so, suppress the Fire and determine if an infraction of the FPPA or a municipal bylaw may be occurring.

- d) The Municipality shall ensure that its Fire resources when responding to an Incident or suppressing a Fire shall monitor the Fire Marshal High Band radio frequency of 154.070 in the event that Ministry aircraft arrive to support the Fire suppression operations.
- e) Regardless of responsibilities set out in paragraphs 6 a) and b) to the contrary, the party which first arrives on the scene of a Fire shall begin suppression of the Fire whether in the CPA or MPA. Compensation according to the applicable suppression rate(s) and fee(s) set out in Appendix "C" associated with such action will not be paid to that party if the other party is responsible for suppressing Fires in the area in question unless and until the latter is notified of the Fire and approves continued action by that party.
- f) The Ministry shall exercise its powers under section 21.(1) of the FFPA and assume control of Fire suppression activities when it is determined in the opinion of an Officer that present suppression activities by the Municipality have the potential to result in one or more of the following conditions:
- Loss of life;
 - Significant loss of private property; or
 - Significant loss of public property.
- g) Where the Ministry assumes control of Fire suppression activities under paragraph 6 f), the Municipality shall pay the Ministry in accordance with paragraph 11 b) for such activities according to the applicable rate(s) and fee(s) set out in Appendix "C".
- h) Where the Ministry and Municipality work together to suppress a Fire, both parties will follow the procedures set out in the Inter-Agency Fire Response Operating Guidelines, a copy of which is contained in Appendix "D" attached hereto and forming part hereof, as may be amended or replaced from time to time.

BORDER FIRES

7. a) Where the Municipality and the Ministry, separately or together, suppress a Border Fire, each party shall pay its applicable percentage of the total suppression cost incurred by both parties calculated according to the applicable rate(s) and fee(s) set out in Appendix "C" in doing so as follows: for the Municipality, the percentage of area burned that is contained within the MPA and for the Ministry, the percentage of area burned that is contained within the CPA.
- b) Where the amount payable by a party under paragraph 7 a) exceeds the amount payable to that party for suppressing the Border Fire, that party shall pay the other party the excess amount in accordance with paragraph 11 b).

DISPUTES

8. In the event a response to a Fire under the Agreement results in a dispute between the parties or where the Ministry assumes control of Fire suppression activities under paragraph 6 f), either party may request the other party to conduct with it a joint review of the management of the Fire, where the dispute, including cost sharing, may be resolved. The review panel will consist of an equal number of members representing each party.

CONCURRENT CALLS

9. When a party is taking action to suppress a Fire and a higher priority emergency occurs that requires that party to leave the Fire, the parties agree that, unless the Fire is threatening human life, the new emergency takes precedence over the Fire.

Prior to leaving the Fire, the party which first took action to suppress the Fire shall notify and make arrangements for the other party to suppress the Fire and where possible, have one of its staff remain at the scene of the Fire to provide a briefing on the Fire to the other party taking over suppression of the Fire.

PAYMENTS

10. a) The applicable CPC's payable by the parties are set out in Appendix "A" and the CPC rates are outlined in Appendix "C". The Ministry shall provide the Municipality at the time of renewal an updated copy of Appendix "A" indicating the applicable CPC fees for the Agreement term. Where discussions are ongoing to make modifications to the existing MPA or CPA fire management zones, the applicable changes to the CPC fee will be processed once the final MPA/CPA zone modifications are completed.
- b) The Ministry will provide notification to the municipality prior to February 28 each year of the agreement, changes to the CPC rate to be used in Appendix "A" for CPC calculations.
- c) Each party shall pay the other party within thirty (30) days of receipt of an invoice from the other party for the applicable CPC for each hectare of Patented Land within the CPA or each hectare of unalienated Crown land owned by the Crown in right of Ontario within the MPA, as applicable, for the forthcoming Fire Season.
- d) The Fire suppression rates and fees for ground and aerial Fire suppression services payable by the parties for the first year of the initial term of the Agreement are set out in Appendix "C". Such rates and fees payable for each subsequent year that the Agreement exists shall be such rates and fees payable in the previous year increased prior to the start of the Fire Season by the Ministry by the percentage change in the most current CPI (as compared to the previous year's CPI). The Ministry shall provide the Municipality an

updated version Appendix "C" to reflect any changes in such rates and fees by March 31 of each year.

Each party shall pay the other party any suppression rates and fees in accordance with paragraph 11 b).

- e) If applicable, the Ministry shall also pay to the Municipality, CPC fees as set out in Appendix "A" for all land, whether private or Crown land, in an Unincorporated Territory area deemed to be included in the MPA according to the terms of this agreement pursuant to sub paragraph 4 b).
11. a) To qualify for payment according to the applicable rate(s) and fee(s) in Appendix "C" for services provided under the Agreement, a party must provide the other party with a completed Municipal Fire Information and Cost Report (Form 210), a copy of which is attached hereto as Appendix "E" and forms part hereof, within 30 days of the end of the suppression activity on each Fire actioned.
- b) Amounts payable by the Municipality to the Ministry based on applicable rates and fees in Appendix "C" will be offset against amounts payable by the Ministry to the Municipality based on applicable rates and fees in Appendix "C" for each Fire Season. Any balance owing to either party on November 30 of each year that this Agreement is in effect will be an amount due to that party as of that date and shall be payable within thirty (30) days of receipt of an invoice from that party.

INDEMNITY

- 12.a) The municipality or Crown is responsible for its own insurance and shall carry all the necessary and appropriate insurance that a prudent person in the business of the municipality or crown would maintain, including but not limited to commercial general liability insurance.
- b) The municipality is not covered by the Province of Ontario's insurance program and no protection will be afforded to the municipality by the Government of Ontario for any claim that may arise out of the Agreement.
- c) The Crown is not covered by the municipalities' insurance program and no protection will be afforded to the crown by the municipality for any claim that may arise out of the Agreement.
- d) Regardless of any other provisions of this Agreement to the contrary, neither party shall be liable for any consequential, indirect, incidental, special or punitive damages, including without limitation lost revenues, savings or profit, suffered by the other party or any third party with respect to any Claims arising out of or otherwise in connection with the Agreement even if the party in question has been advised of the possibility thereof.

- e) Fire fighters employed by or volunteering for a party are deemed to be employees of that party for the purposes of benefits under the Workplace Safety and Insurance Act whether working on Crown land or private land in the CPA, the MPA or the Unincorporated Territory.
- f) Each party shall be responsible for all damage to or loss of any Apparatus or other equipment which it supplies for use in suppressing Fires under this Agreement. The Fire suppression rates described in Appendix "C" include recovery of costs for normal wear and tear on Apparatus and such other equipment as well as the cost of repair of periodic breakage or accidental damage.

TERM AND TERMINATION; RENEWALS

- 13.a) This Agreement shall commence April 1, 2023 and must be reviewed every three (3) year(s), unless terminated by either party in accordance with paragraph 13 b).
- b) Each party may terminate the Agreement:
 - (i) immediately upon written notice to the other party without liability if the other party commits or permits a breach of any of its obligations under this Agreement and fails to remedy such breach within thirty (30) days of receipt of written notice from the party not in breach demanding such breach be remedied; or
 - (ii) upon thirty (30) days prior written notice without liability for its convenience during the months of October to March prior to the next Fire Season.
- c) An Agreement review must be completed within sixty (60) days prior to April 1 of the renewal year, using the Agreement Review Checklist, Appendix "F", unless either party has provided written notice to the other party at least sixty (60) days prior to April 1 or earlier, of the scheduled review year under paragraph 13 a) that it wants to terminate the Agreement.

GENERAL PROVISIONS

- 14.a) This Agreement represents the entire agreement between the parties regarding Fire prevention, control and extinguishment and supersedes any prior understanding or agreement, collateral, oral or otherwise, with respect to such subject matter existing between the parties at the date this Agreement comes into effect.

This Agreement consists of the terms and conditions in the main body of this Agreement and its Appendices and any amendments executed in accordance with the terms of this Agreement.

In the event of any conflict or inconsistency between provisions of any of the documents which form part of this Agreement, the provision in the first mentioned document below shall govern:

- (i) any amendment to this Agreement;
 - (ii) terms and conditions in the main body of this Agreement; and
 - (iii) Appendices to this Agreement.
- b) Except as otherwise provided in paragraphs 10 a) and 10 d) with respect to changes to rates and fees, any change to this Agreement shall be by written amendment signed by the parties.
- c) Notwithstanding anything else in this Agreement to the contrary, any express or implied reference to the Ministry providing an indemnity or any other form of indebtedness or contingent liability that would directly or indirectly increase the indebtedness or contingent liabilities of Ontario, whether at the time of execution of this Agreement or at any time during the term of this Agreement, shall be void and of no legal effect.
- d) Any failure by a party to insist in one or more instances upon strict performance by the other party of any of the terms or conditions of this Agreement shall not be construed as a waiver by the first party of its right to require strict performance of any such terms or conditions and the obligations of the other party with respect to such performance shall continue in full force and effect.
- e) Neither party shall have any power or authority to bind the other party or to assume or create any obligation or responsibility, express or implied, on the other party's behalf. Neither party shall hold itself out as an agent, partner or employee of the other party.
- f) Nothing in this Agreement shall have the effect of creating an employment, partnership or agency relationship between the parties or constitute an appointment under the *Public Service of Ontario Act, 2006*, S.O. 2006, c.35, as amended or replaced from time to time.

- g) In this Agreement, words in the singular include the plural and vice-versa and words in one gender include all genders. The headings in this Agreement are for convenience of reference only and in no manner modify, interpret or construe this Agreement.

SURVIVING PROVISIONS

15. Paragraphs 10 a), 10 d) (second paragraph only), 11 a), 11 b), 12 a), 12 b), 12 c), 12 d) 12 f), 14 and this paragraph of the Agreement shall survive its termination or expiry and continue to bind the parties.

IN WITNESS WHEREOF this Agreement has been executed by the parties by their duly authorized representatives.

His Majesty the King in right of Ontario as
represented by the Minister of
Natural Resources
and Forestry

Date: _____

By: _____

Director, Aviation, Forest Fires and Emergency
Services
Provincial Services Division
Name
(pursuant to delegated authority)

The Corporation of the Municipality of
Whitestone

Date: _____

By: _____

Position: Mayor
Name: George Comrie

By: _____

Position: Chief Administrative Officer/Clerk
Name: Michelle Hendry

APPENDIX A - Application of Comprehensive Protection Charges to Land Types

Municipality

Whitestone

Agreement Review Period

Year: 2020 To 2023

Per Hectare CPC Rate

\$1.48

CPC Year:

2023 CPI Increase 4.00%

LAND CLASS	TAXATION/REVENUE SITUATION	Municipal Protection Area				Crown Protection Area				Total
		Hectares	Rate	Factor	Cost	Hectares	Rate	Factor	Cost	Hectares
Comprehensive Protection Charge										By Type
Unalienated Crown Land	Crown does not pay Municipal Taxes	5,330	\$1.48	100%	7,888.90	51,683	\$1.48			57,013
Provincial Parks/Conservation Reserve	Crown pays grants to Municipalities	557	\$1.48	100%	824.30	16,624	\$1.48			17,181
Patented Land (Residential/farm, Farmlands, Multi-Residential, Commercial, Industrial) ----- Federal Lands	Municipal Taxpayers based on Assessment; Patented Crown Land where Crown gives grants in lieu of taxes ----- Federal Gov't pays Grants in lieu of taxes to Municipality	13,574	\$1.48			6,672	\$1.48	100%	9,874.60	20,246
Private Land (Managed Forests)	Municipal Taxpayers Tax Rate restricted because of public interest in this land		\$1.48				\$1.48	50%		0
Patent Mining Lands (Crown has Full Timber Rights) <u>Patented after March 26, 1918</u>	Unit Class of M L (Mining lands) with a Tax Rate of C. (Commercial) ----- Owner pays some taxes to municipality but has no interest above ground		\$1.48	100%			\$1.48			0
Federal Lands and Indian Reserves	Federal Government pays Ontario for Fire Protection under INAC or other agreement		\$1.48	100%			\$1.48			0
Conservation Lands (Lands Assessed by Conservation Lands)	C.A. no pays taxes to Municipality (M.N.R.F. gives Grant for significant conservation Lands)		\$1.48				\$1.48			0
Unorganized Territory	Crown Land and Private Land where taxpayer pays Public Land Tax to Province		\$1.48	100%			\$1.48			0
TOTALS		19,461			8,713.20	74,978			\$ 9,874.60	94,439

NOT AN INVOICE






















Crown Owes the Municipality	\$0.00	Municipality Owes the Crown	\$1,161.40
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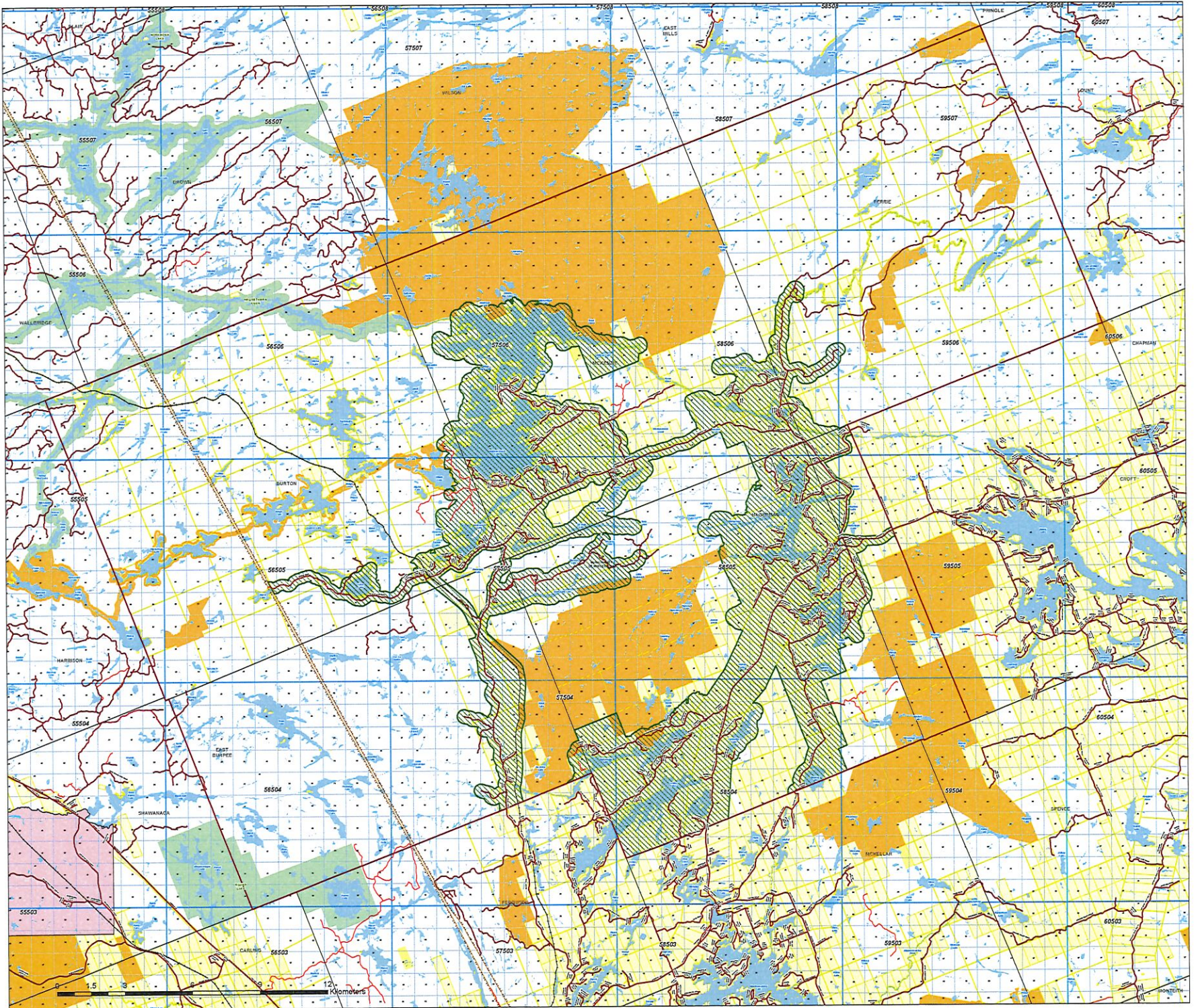
CPC payment invoices must be sent in after April 1 of the current fire year



Information
Fire Management Area
Fire Agreement Areas

Date: Monday, April 20, 2020

- Municipal Agreement Area**
Fire Management Agreement Area
- Protection Type**
-  Crown Protection Area
 -  Federal Protection Area
 -  Municipal Protection Area
 -  Northern Fire Protection Area
 -  No Agreement (Hydro Lines)
-  Natural Gas Pipeline
-  Operational
-  Road - Retired
-  Roads
-  Municipal Boundary
-  Townships
-  Agreement Forest
-  Chin Waterbody
-  Priv Park Regulated
-  Indian Reserve
-  Conservation Reserve
-  CL Non Freehold Disposition
-  Patent Land
-  Federal Land Other
-  Crown Game Preserve
-  Crown



** These area totals are preliminary and may not represent the official area calculations.

Notes / Notes

Data Source: NWIS (Natural Resources Values Information System), Ministry of Natural Resources and Forestry (MNR), information provided by other ministries.

North American Datum 1983 (NAD 83)

This map is for reference only. Do not rely on it as being a precise indicator of roads, locations of features, nor as a guide to navigation.

This map may contain cartographic errors or omissions.

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Published December 2020
Information classified as Public



Appendix C

Municipal Fire Agreement Rates to / from Municipalities

[NTD. client to insert]

Appendix “D”

Inter-Agency Fire Response Operating Guidelines

[NTD, client to insert]

Appendix “E”

Municipal Fire Information and Cost Report (Form 210)

[NTD. client to insert]

Appendix F
Agreement Review Checklist
(To be completed by MNRF)

Name of Community

Fire Management Area:

Date Reviewed:

MNRF Person Completing Review: _____

1. Community Evaluation:

Infrastructure Development:

Has any new infrastructure been developed that extends into a CPA zone? Select

Has there been any new cottage subdivision areas developed? Select

Road Network Expansion:

Have any new roads been constructed allowing access for community resources into CPA area? Select

CPA/MPA/CPZ Zones:

Will there be changes to the current Appendix A figures? If there is, provide an explanation for the changes. Select

Has there been a general review of all CPA/MPA/CPZ zones? Is there opportunity to reduce the amount of land managed by the MNRF? Select

After reviewing municipal fire activity, are there areas where municipal resources are frequently responding to fires in a CPA zone that should be considered to be included in an MPA management zone? Select

2. Risk Analysis:

Forest Fuels:

Has any storm or insect damage occurred within an MPA/CPZ area that should be reviewed to determine if a boundary change is required? Select

Has a storm or insect damaged area hazard been mitigated that can now be re-established as an MPA/CPZ area? Select

Through the FireSmart program is there an area of CPA that can now be established as an MPA/CPZ area? Select

3. Fire Suppression Resources:

Staffing:

Have there been any changes to the staffing levels of the community fire agency that may affect changes to the existing MPA/CPZ/CPA zones Select

Operations:

During the peak burning period can the community fire agency provide a timely and adequate fire response in all areas of the MPA? Select

Equipment:

Have there been any wildland fire equipment upgrades since the last assessment that will enable the community to modify existing MPA/CPZ zones Select

Training Program:

Does the fire department train with the SP103, Air attack module package? Select

Has the fire department ever sent staff to an SP230 course? Select

Resource locations:

Has the community expanded their area of coverage, by building additional fire equipment locations that will allow fires responses into a CPA area now? Select

Municipal Assistance:

Is there an opportunity for the community to enter into an agreement with adjacent municipalities to provide protection services in a CPA/MPA area? Select

Fire Department Radio System:

Does the fire department radio system allow for the fire staff to use the Fire Marshal frequency **154.070** to communicate with our Air Tankers? Select

4. Fire Education/Prevention:

FireSmart:

Does the community have an existing wildland fire prevention plan? Select

Does the community have a Community Wildfire Protection Plan? Select

Enforcement:

Has the community implemented by-laws to regulate burning and provide control measures under the FPPA? Select

Has the community considered regulating spring burning to reduce human caused fires by banning residential burning until green up? Select

Does the community have a by-law enforcement officer? Select

Media:

Has the community developed a media program to promote wildland fire prevention initiatives? E.g., advertising during high to extreme hazard. Select

Has the community developed their own wildland fire prevention signs or handout items to address common ignition causes? Select

Does the community conduct school wildland fire prevention programs? Select

ONLY Sign if current agreement is to be extended. If there is a new agreement, then there is no requirement to sign this document.

As per the conditions listed within the current municipal fire suppression agreement under TERM AND TERMINATION; RENEWALS;

This Agreement has been reviewed will continue to be in effect from April 1, 20_____ and must be reviewed every _____ year(s), unless terminated by either party in accordance with conditions listed in section 13.

Official Signatures:

Fire Management Supervisor: _____

Municipal Representative: _____

The agreement review checklist should be made in duplicate and one copy given to the local municipality to be attached to their current agreement file. The other copy is to be mailed to the Regional Fire Advisor. The Regional Fire Advisor will forward the signed checklist to Sault Ste. Marie to be attached to the Director's copy of the legal agreement. All scanned records will be available through the File Plan.

Appendix “G”

Annual Fire Summary

[NTD. client to insert]

BUSINESS MATTERS



MUNICIPALITY OF WHITESTONE 2022 – A YEAR IN REVIEW

January 2022
Michelle Hendry, CAO/Clerk



INTRODUCTION

The following '2022 Year in Review' report provides a high level summary of the accomplishments and activities of the Municipality. There is much to be proud of.

The year was a busy and interesting year for Whitestone. An office renovation and the expansion/renovation of the Nursing Station made Dunchurch a hub of construction and contractor activity for much of the year.

The Municipal Election dominated a good portion of the year with nominations beginning May 2, and Election day on October 24. The inaugural meeting of the New Council was November 15 (meet your New Council on the next page).

With the waning of the COVID-19 pandemic and restrictions, the Municipality was able to open the Municipal Office and the Public Library to the public and start to reintroduce some of the in-person programming that had been suspended for the past two years. A number of recreational activities including walk fit, pickleball, movie nights, board game night and various youth and family events resumed. We welcomed a well-attended Fall Fair back to the Community in August.

In person Council meetings resumed in the Community Centre with the hybrid opportunity to access the meetings via Zoom. Technical challenges are still being worked through as we adapt to doing business differently.

A dedicated staff complement, the many volunteers who continued to work behind the scenes, and a Community who were engaged and interested in the decisions made, supported the Municipality in 2022.

Michelle Hendry
CAO/Clerk



2022 MUNICIPAL ELECTION

Elections for municipal government are held every four years on the fourth Monday of October. The Legislative Assembly of Ontario legislation (Bill 81), passed in 2006, set the length of terms in office for all municipal elected officials at four years.

On May 3, 2021, the Council of the Municipality of Whitestone adopted By-law No. 18-2021, Being a By-Law to Provide for the Use of Alternative Voting Methods, that being the Telephone/Internet Voting and Vote by Mail for the 2022 Municipal Election.

May 2, 2022 to August 19, 2022 was the nomination timeline. Candidates were certified as of August 22 and voting commenced on October 11 with Election Day being October 24. The inaugural meeting of the New Council was November 15, 2022.

A few statistics:

Number of eligible electors 3,722	Number of electors who cast a ballot 1,512	Participation rate 40.6%
Voters who used the internet to vote 910 (60%)	Voters who used the phone to vote 87 (6%)	Voters who used the mail-in ballot 515 (34%)



Meet your 2022 to 2026 Members of Council (from left to right)

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



ADMINISTRATION

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

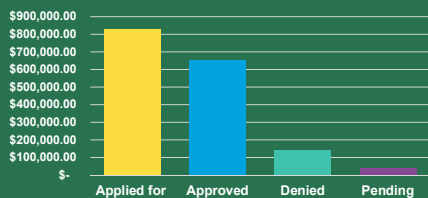
2022



GRANT OPPORTUNITIES

A number of grant opportunities (thirteen) were applied for in 2022. Of the thirteen grants applied for in the amount of \$828,730, the Municipality was successful in being approved for \$655,145 with \$25,960 pending a response.

Grant Applications



COMMUNICATIONS

A Communications Strategy was approved by Council in 2020. A number of important initiatives were implemented in 2021 including an enhanced website and Facebook messaging, a bi-weekly e-newsletter and a Council meeting highlights feature. Improvements continued in 2022 featuring the popular Flash Back Friday and Whitestone Wildlife.



OFFICE RENOVATIONS

Work commenced in early 2022 and administrative support staff were relocated to the Library and the CBO to the Roads Garage, for a number of months. The renovations allowed for an office for the CBO, a small meeting room, improved support staff space and safety/access improvements.



PUBLIC WATER TAP

The Public Water Tap system at the Community Centre now allows for public access year round.



Honouring Jane Bottrell – 35 years of Volunteer Service

VOLUNTEER APPRECIATION

Council hosted the annual Volunteer and Staff Appreciation event for the first time since 2019. It was a full house at the Community Centre - over 100 people enjoyed dinner and a celebration of Volunteers, Staff and Council.

NEW STAFF

We welcomed Treasurer Maneesh Kulal, Chief Building Official Jamie Osborne and Municipal Office Assistant Sylvia Buckingham.

ELECTRONIC SIGNS

Electronic information signs were approved in the 2021 budget; one for the Community Centre and one for the Library. A significant portion of the costs for the Library sign was funded by a grant of \$25,000. Both signs were installed in 2022.

BROADBAND INTERNET ACCESS

In 2021, Cogeco announced that high-speed fibre-to-the-home internet is coming to an estimated 2,130 homes and businesses in the communities of Waubamik, Lake Manitowabing, McKellar, Hurdville, Fairholme, Dunchurch and Whitestone Lake. Surveying and engineering began in 2021 and continued in 2022. Groundbreaking is planned for 2023 and the project will be finalized in 2025.

ROAD GRANTS

Council continued to fund the popular Road Grant program. In 2022, the program supported 191.3 km of private roads and 893 households with a budget of \$87,649 and an expenditure of \$86,073.

MAPLE ISLAND THRIFT SHOP

The much loved Thrift Shop reopened this year after being closed for two years. A record \$16,250 of revenue was received and these proceeds were donated to a number of deserving local and regional initiatives as recommended by the Thrift Shop Committee.

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FINANCE AND TREASURY

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

2022

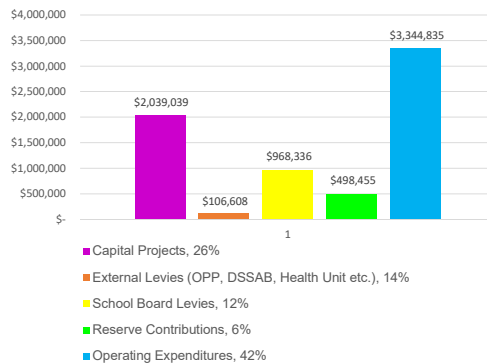
Highlights of the approved 2022 Operating and Capital/Special Projects Budget reflects increased funding from grants, decreased mandatory levies, increase in capital project spending and increase in reserve balance compared to 2021.

The tax rate increased 3.5%; the education rate was unchanged from 2021. The Whitestone tax rate remains one of the lowest when compared to neighbouring municipalities.

2022 Capital Initiatives:

Expansion of the Nursing Station; renovations to the Municipal Office; enhanced gravel program; ditching/culverts on Maple Island & Farley's Roads, slurry seal Whitestone Lake & Canning Roads; completion of Electronic signs for the Community Centre and the Library; bridge structure maintenance; backhoe and pickup truck purchase and a land purchase.

How the 2022 Taxes were Allocated (approved budget)







6

PUBLIC WORKS – ROADS AND BRIDGES

The goal for the Public Works Department is safe roads and bridges that facilitate traffic movement all year round and include the following general maintenance services:

- grading - shoulder repair - repair potholes (patching) - appropriate signage - tree trimming and brushing - drainage (ditching and culvert maintenance)

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

2022

Projects in 2022 included: Farley's Road, Lorimer Lake Road, Gibson Bay Road and Nelson Clelland Road – ditching, rock removal and gravel.

Canning Road (Karbehuwe to turn-around) and Whitestone Lake Road (Hwy 520 to turn-round) received a slurry seal overlay.

Maple Island Road from the cemetery to Shady Maple Trail: dig outs, removed high shoulder, pulverized surface treatment, grading and placing 100mm of fresh A gravel.

Church Street: Maintenance activities completed include ditching, rock removal in roadway and ditch line, grading and asphalt.

Summer Roads: Received grading twice over the season.

A new snow plow turn around was installed at Chur-Lee Road and Whitestone Lake Road.

Hazardous tree removal activities along the north side of Bunny Trail.

Municipal Aggregate Pit located at Dobson Road: New access road installed for a ditching materials dump site and a new location established for back up of winter sand.

PUBLIC WORKS – WASTE MANAGEMENT

The Municipality of Whitestone provides waste management services at two landfill sites: Aulds Road and York Street. Both sites allow for the disposal of household waste and two-stream recycling: fibre/paper and co-mingled containers (glass and cans).

In addition, the Municipality accepts propane tanks for recycling, as well as, scrap metal. Residents are encouraged to participate in diverting material from the landfill by recycling. Household construction and demolition debris and brush are accepted at the Aulds Road site only.



2022

Improvements have been ongoing at the landfill sites in 2022. A Tub Grinder came in for a second year to grind bulk items including: brush, building materials, wood waste (excluding mattresses, couches, metal, stone, stumps and large tree trunks). This bulky material is used as cover waste and this contributes over time to the process of waste material breakdown by improving the conditions for anaerobic digestion of organic matter.

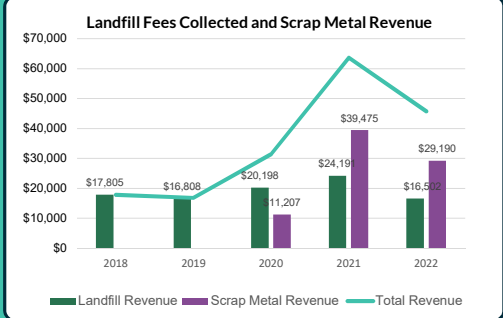
A new bottle shed was purchased at Aulds Road Landfill for the Whitestone McKellar Lions Club.

Maintenance activities for storm water management to direct storm water away from waste footprint (reduces water inflow and ultimate out flow of contaminants from footprint).

Reuse centres are well used. The Community is making good use of 'previously enjoyed' items.

Landfill Fees Collected and Scrap Metal Revenue



Year	Landfill Revenue	Scrap Metal Revenue	Total Revenue
2018	\$17,805		\$29,012
2019	\$16,808		\$28,016
2020	\$20,198	\$11,207	\$31,405
2021	\$24,191		\$63,382
2022	\$16,502	\$29,190	\$45,692



LANDFILL BOTTLE SHEDS

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

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

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

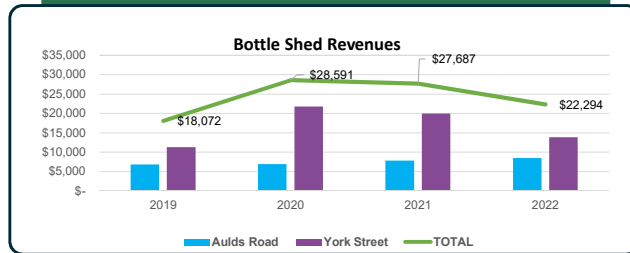
Thank you to all the volunteers who support this effort!

2022

The Municipality purchased a bottle shed for the Aulds Road Landfill (a sea container with doors).

The Whitestone McKellar Lions Club used their revenue of \$8,450 for donations to the Legion, Bike Rodeo, Christmas Hamper Program and other Community activities and needs.

The revenue from the York Street bottle collections supported Whitestone Lake Central School activities such as the 12 days of Christmas event, the Bio blitz event, weekly hot dog day, car derby day and much more. The Parents Association is currently developing audit protocols for how the funds are collected, banked and distributed.



9



FIRE AND RESCUE SERVICES

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

The Department assists the community every day to provide emergency services, fire protection and public education according to needs and circumstances.

2022

An on-line Fire Permit process was launched in 2021. This service was well received by the community and continues to be well used in 2022.

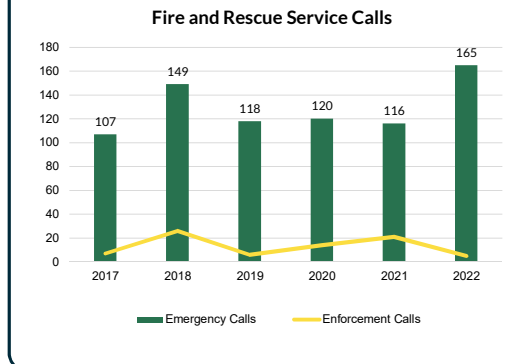
The number of permits issued in 2022 was 1226

The number of burning complaints handled in 2022 was 5, in 2021 there were 21 and in 2020 there were 14.

Five new recruits were added to the Fire and Rescue Service in 2022.

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

Under the direction of the Public Works Manager, the Ardbeg Helipad was upgraded this year including gravel, frost tapers, brushing, grading and general cleanup. Lighting upgrades are required next for helicopters on approach.



10

BUILDING SERVICES

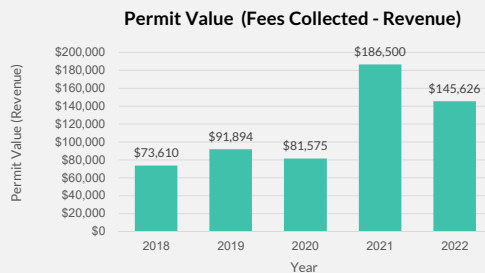
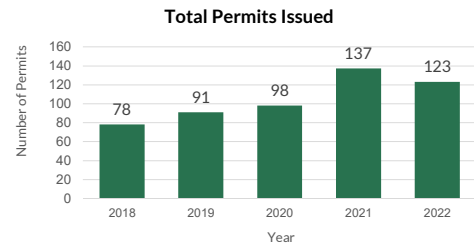
The Municipality of Whitestone is responsible for enforcing the Ontario Building Code and issuing permits for construction, renovations, demolition and certain change of use buildings.

If a homeowner is planning to construct a new building, construct an addition or renovate an existing building, they are required to apply for and obtain the required permits before any construction begins. In an effort to assist the public with the Building Permit application and inspection process, new checklists have been created outlining the requirements for an application and for each stage of construction, to be completed prior to an inspection. These checklists can be found on the municipal website.

Dock permits and demolition permits are also managed by Building Services.

2022

The number of Building Permits decreased in 2022 compared to 2021, however, remained significantly higher than in the previous three years in concert with the associated revenue.



11



PLANNING SERVICES

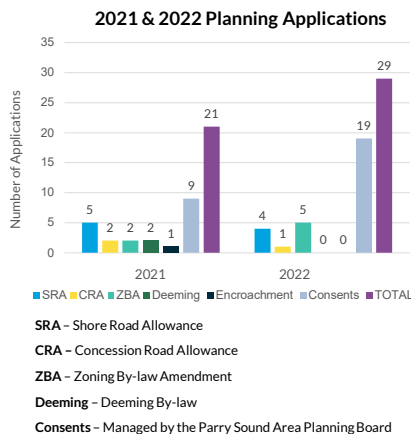
Planning Services at the Municipality of Whitestone provides information and general guidance with respect to land use planning including the Municipality's Official Plan and Zoning By-law.

2022

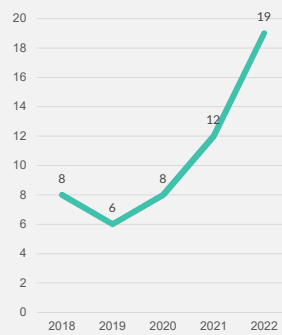
In addition to the 2022 Planning applications in 2022, Council adopted Official Plan Amendment No. 2 with respect to allowing existing lots of record, not fronting on a year round publicly maintained road nor on a recreational waterbody, to be eligible for a building permit.

Newly severed backlots that are created through a consent or a re-zoning process will need to be applied for. Once these steps are achieved, the newly created backlots will then be eligible for building permits.

Official Plan Amendment No. 2 will allow the Municipality to enact a Trailer By-law to regulate the licensing of trailers, motorhomes and tents. A draft By-law will be presented to Council in 2023.



Parry Sound Area Planning Board Whitestone Consent Applications



12

ENVIRONMENTAL INITIATIVES

In 2022, the Whitestone Environmental Stewardship Committee met regularly to discuss and address environmental concerns within the Municipality and to coordinate and assist efforts of the various conservation and lake associations within its boundaries that have complementary mandates.



2022

Signage received from FOCA providing information about the Clean Boat law that requires boats to be cleaned before moving from one body of water to another was installed at boat launches and landings as well as littering signage.

The Committee began the lake inventory of all the lakes in Whitestone to start the process of lake management planning.

Continued benthic monitoring - In 2022, the Whitestone, Wahwashkesh and Lorimer Lakes were studied and results posted on the Municipal website.

Mayor's Monarch Pledge - Significant items include the signage from Georgian Bay Biosphere for the walking trails and Library and an art project in collaboration with the Library.

Whitestone is working on our Milestone 1 with ICECAP and attended meetings to develop action plans for climate change.

An environmental talk on Zoom - Topics included septic health, spongy (gypsy) moth update for West Parry Sound, natural shorelines and planting native plants.

A 'Bio blitz' on Nesbitt Trail was hosted in June with Georgian Bay Biosphere.

The Committee provided numerous social media posts on Septic Education and Shoreline Protection.

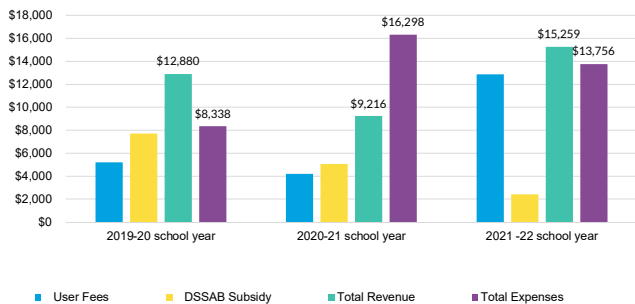
13

WHITESTONE AFTER SCHOOL PROGRAM

2021 - 2022 School Year

With the relaxing of COVID protocols, the After School program resumed normal operations and, with at-capacity attendance. Thank you to Rebecca Green, our After School Coordinator for her dedication to the program and children.

After School Program - Expense and Revenue



The Municipality of Whitestone offers and manages an After School Program at the Whitestone Lake Central School.



The program is committed to the community and its families, and provides the opportunities deemed essential for happy and successful children. The values are based upon belonging, well-being, engagement and expression, and these are embedded in the everyday operations.



14



CEMETERY SERVICES

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

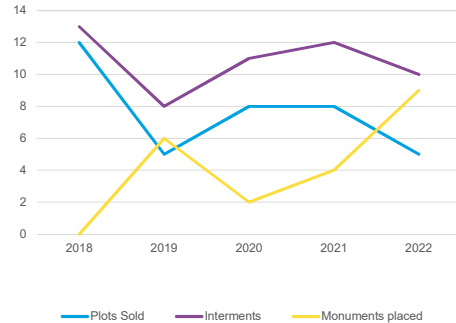
The Municipality of Whitestone under the authority of the provincial Funeral, Burial and Cremation Services Act, 2002 S.O. 2002, has enacted By-Law No. 18-2020, being a By-law to establish Rules and Regulations for the Management and Control of All Cemeteries Owned by the Municipality of Whitestone.



2022

Work continues with the data entry of Cemetery information into the Cemetery Software (Central Square and Stone Orchard) purchased in 2019. Two members, in particular of the Cemetery Board, have spent many hours on this 'labour of love' and will continue into 2023.

Cemetery Activity



15



WHITESTONE NURSING STATION

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

We're Growing!

WHITESTONE AND AREA NURSE PRACTITIONER-LED CLINIC



2022

In 2022, we saw the substantial completion of a major building expansion for our NPLC. The expansion (1,000 at grade and 1,000 below grade) includes three more patient care rooms, a meeting room and, a larger and more comfortable reception area. The construction below grade includes a small suite for visiting nurse practitioner students and interns or a visiting nurse practitioner to cover vacations.

This project was made possible by \$600,000 in federal and provincial grants, \$120,000 in matching funds and a grant from our anonymous donor, and contributions from Magnetawan and McKellar as well as funding from Whitestone. Our local communities closed the gap on the fundraising and generously supported fundraising efforts by volunteering time, resources and money. Through these efforts, over \$260,000 was raised, which puts fundraising well ahead of our original target of \$180,000. The success clearly demonstrates how much our communities value this gem. THANK YOU to everyone who helped make this expansion a reality.

Throughout the construction period, the NPLC has stayed open to provide needed services. The final 'touches' to the renovation will be completed in early 2023 and landscaping in the spring. Stay tuned for the 'Grand Opening' date, planned for spring 2023 as well.



16



RECREATIONAL FACILITIES

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

2022

Sun Shades were installed this year at the Whitestone Waterfront beach and park, and were well used all summer. A wonderful addition!

A dock was installed on Gooseneck Lake along with improvements to the boat launch and parking area. At Church Street, the launch was improved along with new decking on the pedestrian ramp leading to public dock as well as swimming area upgrades. Farley's Road boat launch, Beach Road boat launch and Labrash Road boat launch received some much needed brushing, gravel and grading.

Indian Narrows Boat Launch - Maintenance was completed to the boat storage area, including an elevated platform for boat storage and a notice provided for the abandoned boats being moved to the Municipal Gravel Pit on Dobson Road.

Bennett's Landing benefited from grading and brushing operations. Accessible parking signage was updated.

Maple Island Park (the Commons) received some attention with improvements to the park access including minor grading, improved lawn care and cleanup around the swings.



Whitestone Waterfront Park



Sun Shades at Whitestone Waterfront Park



Gooseneck Lake Dock



Indian Narrow Boat Launch

17



RECREATION PROGRAMMING AND ACTIVITIES

A small but enthusiastic Recreation Committee has organized and delivered a number of well received activities and events for the Community.

Easter, Halloween and Christmas activities have kept families busy and engaged. Thank you to those who volunteer their many hours of time and effort, and to those who make donations.



2022

Walk Fit continues at the Community Centre and a wonderful new addition to recreation activities is Pickleball. During the winter Pickleball is enjoyed in the Community Centre and in the summer in the DunDome.

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

A well attended *Canada Day* event was held for the first time since 2019. Family activities, food and fireworks were enjoyed by all.



18

CELEBRATING SPECIAL AWARDS 2022



Ed Bennett Sr. was one of the founding fathers of the Cramadog Snowriders Club when snowmobiling was first started as a sport. He volunteered for over 15 years, putting out trail markers and grooming the trails. Ed was a founding father of the Magnetawan River Watershed Association (MRWA), and played an active role in good water quality along the River.

Since its beginning in 1954, he has played an active role in the Lake WahWashKesh Conservation Association. He was president during some of the early years and hosted the AGM in his boat barn every year - a tradition that continues to this day. More recently Ed has been a civilian member of the management committee for the Parry Sound District French-Severn Forest. Congratulations on a well deserved honour.

Senior of the Year



Order of the Municipality of Whitestone

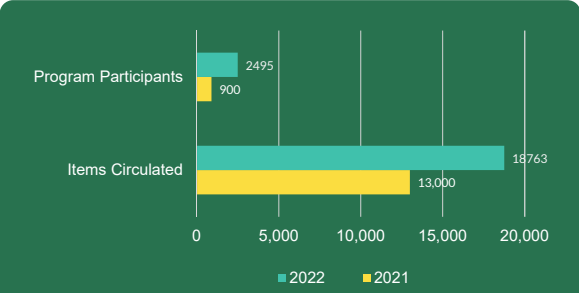
Jan Hill has deep roots in the Whitestone area and spent the first two years of her life in the Village of Dunchurch. Her father was born and raised on the family farm on Nelson Cleland Road.

Within a month of moving back to Whitestone for good in 2002, Jan was involved in numerous activities including the Dunchurch Horticultural Society, Diners Club and the Nursing Station Community Advisory Committee. Jan has found herself involved in many more volunteer activities in the Community and we are extremely fortunate to have Jan's energy, enthusiasm and dedication. The prestigious 2022 Order of Whitestone award is well deserved.



19

WHITESTONE PUBLIC LIBRARY & TECHNOLOGY CENTRE



2022

In 2022, the Whitestone Public Library was the recipient of the Commonwell L.E.A.F. Initiative grant, allowing for upgrades to the computers and to add new technology for the community. This included a 3D printer, science, coding, and robotics kits, as well as creative equipment.

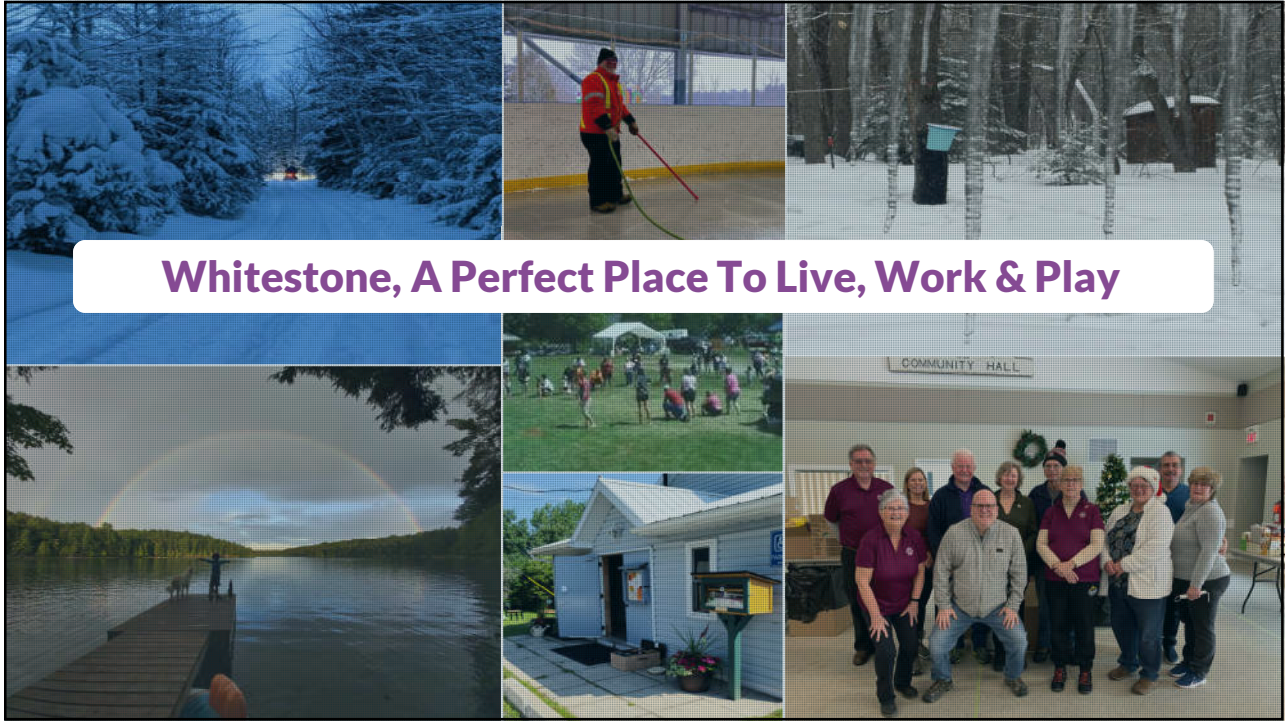
The Dunchurch Agricultural Society installed an Indigenous medicinal education garden and a community garden at the library, and offered gardening and food security workshops with the library throughout the year.

The Library works closely with the Municipality and the community, including the Whitestone McKellar Lions Club, Whitestone Recreation Committee, Dunchurch Agricultural Society, Georgian Bay Biosphere, Whitestone Parents Association, Fire Department and more to offer programming and activities for all ages.

The Public Works staff removed the old sidewalk and installed a safe, new sidewalk from the Library entrance stairs to Hwy 124.



20



Whitestone, A Perfect Place To Live, Work & Play



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

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

MEMORANDUM

To: Mayor and Council

From: Michelle Hendry , CAO/Clerk

Date: January 24, 2023

Re: Memo: Updated Committee/Board Terms of Reference

- Cemetery Board
- Thrift Shop Committee

Background

In the last few months, the Terms of Reference (ToR) for the Cemetery Board and the Thrift Shop Committee were reviewed and updated to reflect current practices and to modernize wording in some cases.

Cemetery Board:

Staff worked with the 2018 to 2022 Committee Chairperson Ron Whitmell to update the 2018 ToR. Revisions of note include:

- Added 'minimum two meetings per year'
- A section on remuneration was added for clarification
- The authority section was updated
- General 'housekeeping' updates with regard to wording

Thrift Shop Committee:

Staff worked with the 2018 to 2022 Committee Chairperson Peggi Whoehl to update the 2017 ToR. Revisions of note include:

- Removal for reference to preparing a budget
- Remove reference to WSIB (Volunteers are not covered under WSIB)
- General 'housekeeping' updates with regard to wording

ToR were shared with the Thrift Shop Committee at a meeting on November 8, 2022 and the following Resolution was passed:

THAT the Whitestone Thrift Shop Committee is recommending to Council the 2022 revised and updated Terms of Reference for the Thrift Shop Committee

Of note, the Recreation Committee is currently reviewing their Terms of Reference and these will be presented to Council at a future Council meeting.

♀



Whitestone Cemetery Board

Draft updates as of Sept 2022 (to be approved by Council)

Terms of Reference

1. Purpose

1. The Whitestone Cemetery Board (“Board”) is appointed by Council pursuant to the provisions of *The Funeral, Burial and Cremation Services Act, 2002*, S.O. 2002, c. 33 to deal with matters related to the operation of the Municipality of Whitestone’s three cemeteries:
 - Fairholme
 - Maple island and
 - Whitestone

2. Meetings

1. The Board shall meet as required throughout the year. Meetings will be held on a set day and time as may be determined by the Board or at the call of the Chair.
2. The location of the meetings will be set by the Board and must be held in an accessible municipality facility.
3. A majority of appointed Members constitute a quorum. All appointed Members of the Committee shall have one vote.
4. Members of the Board who are unable to attend a regular meeting are required to report their absence prior to the meeting date and/or time to the Chairperson.
5. The office of a member becomes vacant if the member is absent from the meetings for three successive meetings without being authorized to do so by a resolution of the Committee.

3. Remuneration

1. Cemetery Board members serve as volunteers with no remuneration for attending meetings, annual site inspections or general administrative work.
2. Specific tasks as provided for in the current Municipal Fees and Charges By-law may be expensed with approval from the Board Chairperson and the Municipal Treasurer

4. Support and Resources

1. The CAO/Clerk of the Municipality of Whitestone will assign a staff member to provide clerical administrative support for Board meetings. Costs associated with clerical services shall form part of the budget of the Cemetery Board.
2. The Municipal Treasurer shall serve as the Treasurer for the Cemetery Board

5. Purchasing

1. The Board has no purchasing responsibilities or authority and shall act in an advisory capacity for any purchasing of goods or services required.

6. Responsibilities

1. Elect and appoint a Chairperson for the Board for the entire term of Council. In the absence of the Board Chairperson at a Board meeting, an interim Chairperson shall be appointed for that specific meeting by a majority vote of the members;
2. Assist the Municipal Clerk with the development of cemetery By-laws, for the management and operation of the Municipality of Whitestone cemeteries and to ensure that the provisions of the Funeral, Burial and Cremation Services Act and the regulations thereto are observed and enforced;
3. Manage the plantings, books and records of the cemetery and administer its By-laws, which have been adopted for the improvement and maintenance of the cemeteries as a respectful place for the burial of the dead; and
4. Enter into and upon and to visit and inspect the cemetery and its condition, to ensure that the cemetery is properly fenced, kept clear of weeds and otherwise cared for in a proper manner and in accordance with the Funeral, Burial and Cremation Services Act and the regulations therein.

7. Term of Appointment & Membership matters

1. Appointed by Council, the Board shall consist of seven (7) members composed of:
 - a. One (1) member of Council;
 - b. Six (6) ratepayers who will represent the interests of each three cemetery areas; (two) 2 per cemetery.

To be eligible to make application and to serve on this Board, the individual must be a resident of the Municipality of Whitestone and over the age of 19 years.

2. Resignations from the Board must be in writing.
3. The Board shall be appointed for the term of Council, but shall continue after the end of a term of Council until such time as new Board members are appointed by a new Council following an election. Members may be reappointed at the discretion of Council.

4. The office of a member becomes vacant if the member is absent from the meetings for three successive meetings without being authorized to do so by a resolution of the Board.
5. Recognizing that vacancies may arise, Council will request submissions from the public and will appoint citizens to fill such vacancies as needed.

8. Member in Good Standing

1. The rules governing the procedure of Council and the conduct of members shall be observed by this Board. All members should reflect appropriate conduct when attending meetings and/or representing the Whitestone Cemetery Board in public.

8. General Conduct

1. All members will abide by the Municipality of Whitestone's Code of Conduct and other applicable municipal policies and guidelines.

9. Budget

1. The Board, if deemed necessary, will submit a budget for Council's approval, to include anticipated revenue and estimated expenditures. The budget will be administered by the Treasurer. In addition, other funds may be requested of Council in writing, for special projects or undertakings.

10. Authority

1. The Board shall work within the scope of their responsibilities as set out in this Terms of Reference. The Board has no decision-making authority. Recommendations to Council in the form of resolutions are required. Any information or action that binds the Corporation will require Council approval.
2. The Board Chairperson has the ability to draft correspondence and in order to make contacts with external organizations/individuals to solicit information to/from the public for the purposes of carrying out their mandate. However, the nature of the correspondence and information shall be approved by the CAO/Clerk and shall not bind the Municipality. The Board may utilize the Municipality of Whitestone logo and municipal office address/phone number subject to approval of the CAO/Clerk.

11. Confidentiality

1. The *Municipal Act, S.O. 2001, c. 25*, shall bind the members of the Board as it relates to confidentiality, conflict of interest, closed sessions, and any other requirements under the *Act*, which pertain to the conduct of officials.

12. Procedural By-Law

1. The rules and regulations contained in the municipality's Procedural By-law shall be observed in all proceedings of the Board and shall be the rules and regulations of the dispatch of business by the Board where applicable.

2



Thrift Shop Committee

Draft updates as of November 2022 (to be approved by Council)

Terms of Reference

1 Purpose

The Thrift Shop Committee is responsible for the operation of the Thrift Shop at 1 Maple Island Road, Dunchurch, Ontario and for making recommendations to Council for the distribution of the annual revenue to charities and service organization.

2 Appointments

- Fifteen to twenty (15-20) Committee members will be appointed by Council for the Term of Council, as voting members
- Up to two (2) Members of Council will be appointed to the Committee as non-voting members.

3 Meetings

- The Committee will hold regular meetings with a minimum of two (2) meetings per year.
- The Clerk's Office is to be notified of the meeting schedule.
- Additional meetings may be called at the discretion of the Chair for either business or training purposes.

4 Elections

- At the beginning of the new Term of Council and once the Volunteers have been appointed, a meeting will be called and a Chairperson and a Secretary/Treasurer will be determined by election (the Clerks Department will assist with the election process). The Chairperson and Secretary/Treasurer will hold their positions for the Term of Council unless Council determines otherwise.
- A recorder for the may be delegated to assist with meeting minutes.
- If an executive member (Chairperson or Treasurer) must resign a new election will be called for that position.
- Accounting books shall be transferred to newly elected Secretary/Treasurer by the Municipal Office.

5 Quorum

- A quorum shall consist of 50% of voting members.

6 Minutes

- The Secretary/Treasurer will record the proceedings and decisions of each meeting.
- The *DRAFT* minutes will be provided to the Clerks Department and will be placed on the next available Council Meeting Agenda.

7 Responsibilities

Chairperson:

- Set meeting dates and plan the agenda with the assistance of the Secretary/Treasurer.
- Conduct the meetings of the Thrift Shop Committee.
- Plan for the training and ensure all volunteers are trained prior to working in the Thrift Shop including Code of Conduct.
- In concert with the Secretary/Treasurer prepare a working schedule for the volunteers ensuring a minimum of two volunteers are on duty at all times.

Secretary/Treasurer:

- Act as Treasurer for the Committee.
- Submit a detailed report to the municipal office monthly. (Revenues, members and student hours, items bought, etc.).
- Record the meeting minutes or delegate a recorder.
- Prepare a yearly financial report.
- Present a summary of correspondence at meetings (The full correspondence being on hand for reference).

The Thrift Shop Committee:

- Make recommendations for the days and hours of operation for the Thrift Shop.
- Work a minimum of thirty (30) hours per year to remain a Voting Member of the Committee. Voting privileges (30 hours) will be made up of time worked in the Thrift Shop on advertised hours of opening (Friday, Saturday, Sunday). All hours (i.e. cleaning, organizing, pick-ups) will be recorded for the purpose of validating the hours worked.
- Record total daily Thrift Shop revenue and persons worked in the Secretary/Treasurer's accounting book at closing of each day worked.
- If scheduled to work, it is that member's responsibility to find another person to work for them if they are unable to work (or in case of illness, designate someone to find a replacement). The volunteer must also notify either the Chairperson or the Secretary/Treasurer.
- Be aware that anyone missing three (3) consecutive meetings without a valid reason i.e. leave of absence will cease to be a member at the discretion of the committee.
- Undertake necessary training including AODA, Customer Service Accessibility Training and Human Rights training.

- Sign a confidentiality agreement.
- Follow the Council Code of Conduct Policy.
- Have the physical ability for light lifting and standing/walking for the duration of a scheduled shift.

8 General Protocols

- No furniture allowed except one (1) chair in corner for patron's use to be in the foyer (Fire Code).
- No mattresses of any size will be accepted.
- No heavy appliances and furniture will be accepted.
- Only light items that can be handled and easily moved by two (2) committee members will be accepted
- Only gently used electronics will be accepted (No TV's, computers or microwaves)
- Medicine Application Devices will not be accepted (i.e. respiratory devices, etc.)
- Sold items not taken home with customer on day of sale require appropriate Form filled out and placed on item with the following information: *sold, date and time to be picked up by owner and paid or not paid, name and telephone number of client initialized by Committee member.*
- Anyone wishing to "recycle" large items, is welcome to post their offer on the bulletin board.
- The Thrift Shop does not provide refunds.
- Payment is cash only.

Ω

WHITESTONE McKELLAR LIONS CLUB
"We Serve Where We Live"



11.3

December 31, 2022
The Municipality of Whitestone
21 Church Street
Dunchurch, Ontario
POA 1G0

Attention: Michelle Hendry, Chief Administrative Officer / Clerk

This is a summary of monies received from bottle returns at the Auld's Road landfill site and the distribution of those monies throughout the municipality for 2022.

Auld's Road landfill site collections, January to December, 2022: \$ 8,449.40

Distributions:

• Donation to Legion 394	\$	550.00
• Whitestone Lake Central School – Bike Rodeo		403.98
• WLCS – Forest of Reading / Public Speaking		588.90
• Hallowe'en Program		194.95
• Christmas Hamper Program		5,024.84
• Other Donations within Municipality		300.00

Total Distributions with Municipality of Whitestone \$ 7,062.67

Additional monies have been donated in McKellar, Parry Sound and through our parent organization, Lions Clubs International, to support causes such as Childhood Cancer, Lions Camp Dorset for dialysis patients and their families, Cuddle Cots, Effective Speaking and Guide Dogs of Canada.

The funds raised from the Auld's Road Landfill are essential to our club's service contribution to our community. We are very grateful to the Municipality of Whitestone for its continued support and allowing us to use this site.

Please contact me with any questions or comments concerning this report. We are always interested in ideas and opportunities for serving our community.

Respectfully,

A handwritten signature in blue ink that reads "Robert Dreyer".

Robert Dreyer
Treasurer, Whitestone McKellar Lions Club
25 Bears Paw, Dunchurch, ON POA 1G0
519-590-9977
robert.b.dreyer@gmail.com

cc: Joyce Campbell, President, Whitestone McKellar Lions Club
Bruce Morrice, Secretary, Whitestone McKellar Lions Club

CORRESPONDENCE

FONOM

2023 FONOM Northeastern Municipal Conference

Hosted by the Town of Parry Sound

"Connecting the North"

date: May 8th - 10th, 2023

location: Charles W. Stockey Centre for the Performing Arts

Preparations have begun for the upcoming
2023 FONOM Conference.

This annual conference is the perfect opportunity to gain valuable insight into various municipal issues, while reconnecting with municipal colleagues from across Northeastern Ontario.

Conference Highlights Include:

- Information and insight on topical municipal issues
- Sessions focused on sharing municipal leading practices
- Banquet Dinner and Entertainment
- Annual Awards Presentation
- Annual FONOM Business Meeting

May 8, 9 and 10, 2023 at the Charles W. Stockey Centre for the Performing Arts,

2 Bay St, Parry Sound, Ontario

Delegate Registration Form

(Please complete ONE FORM for each person attending)

Name: _____

Title/Position: _____

Municipality or Organization: _____

Address: _____

Postal Code: _____ E-mail: _____

Tel: _____ Fax: _____ Cell: _____

Full Delegate Package Includes all meals (2 breakfasts, 3 lunches, 4 breaks, Welcome Reception on Monday and Banquet on Tuesday), Trade Show, all sessions/workshops and a delegate kit.	By April 7 <input type="checkbox"/>	\$400
	After April 7 <input type="checkbox"/>	\$440
One Day – Monday, May 8 Includes lunch, afternoon break and Welcome Reception, all sessions on Monday, Trade Show and a delegate kit.	By April 7 <input type="checkbox"/>	\$180
	After April 7 <input type="checkbox"/>	\$210
One Day – Tuesday, May 9 Includes breakfast, lunch, morning & afternoon breaks, all sessions/workshops on Tuesday, Trade Show and a delegate kit. Does NOT include Banquet ticket – order below.	By April 7 <input type="checkbox"/>	\$190
	After April 7 <input type="checkbox"/>	\$220
One Day – Wednesday, May 10 Includes breakfast, lunch, morning break and Ministers' Forum and a delegate kit. Also includes the FONOM Annual Business Meeting if you are a FONOM member.	By April 7 <input type="checkbox"/>	\$180
	After April 7 <input type="checkbox"/>	\$210
Extra Banquet Ticket Any banquet attendee can note special dietary requirements below:	<input type="checkbox"/>	\$145
(Payable to the Town of Parry Sound)	Total	\$
	HST - 13%	\$
	Final Total	\$

Send payment and completed form to: Town of Parry Sound
52 Seguin St,
Parry Sound, On
P2A 1B4

Inquiries:
Navi Bhagla
Administrative Assistant - Economic Development
Tel: (705) 746-2101 ext (261)
Email: nbhagla@townofparrysound.ca

Please register by April 7th to obtain early bird rate. Your sent registration form by this deadline will guarantee the lower price. Payment must be received by the first day of the conference.

Cancellation Policy: Registration fees, less a \$50 administration charge, are refundable only if written notification is received by Friday, April 7th. No refunds will be made after April 7th, 2023, however substitutions may be made without financial penalty.

FONOM collects, uses and discloses the information requested to promote the interests of the municipal sector. It may also be shared with selected third parties to generate operating revenues for FONOM. Under the Federal Personal Information Protection and Electronic Documents Act (PIPEDA) some of the information may constitute personal information. By filling out this form you agree that all personal information provided by you on the form may be collected, used and disclosed by FONOM for all purposes described above.

MONTHLY JOBS REPORT

NOVEMBER 2022

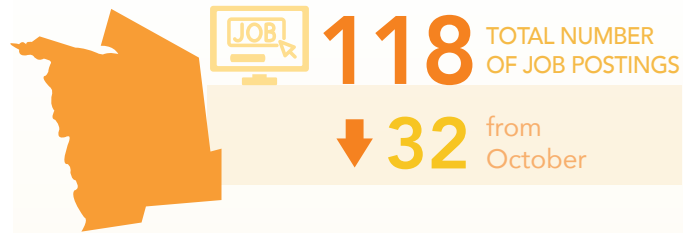
The Labour Market Group
Guiding partners to workforce solutions.

NIPISSING DISTRICT

There were 518 job postings recorded for Nipissing district in the month of November. This is a significant decrease; -14.4% (-87), from the previous month's figure of 605 postings. This month-over-month drop is likely attributed to a combination of seasonal trending and indications of an upcoming recession. The November 2022 figure is also significantly below; -25.5% (-177) the November 2021 value of 695 job postings. This year-to-year drop further supports a downturn in the local labour market and again possibly a sign of a recession beginning. 251 unique employers posted jobs in November which is notably below; -196% (-61), the 2021 figure for the same month of 312.

PARRY SOUND DISTRICT

There were 118 job postings recorded for the Parry Sound district in the month of November. This figure is significantly below; -21.3% (-32), the previous month's total of 150 postings. This monthly decrease could be related to either seasonal trends or signs of a possible recession approaching or both. The 2022 figure for November is also significantly below; -36.9% (-69) the 187 jobs recorded during the same month in 2021. This additionally supports the sign of a possible recession having an effect on the local labour market. 59 Unique employers posted positions in November which is also notably below the 2021 total of 91 unique employers.



OF THE 518 JOB POSTINGS



For postings that listed an annual salary.



\$69,207.05/year
AVERAGE



\$21.61
HOURLY WAGE

The average hourly wage in November for those postings which listed one.

Of the 180 postings which listed an hourly wage 16.1% (29) were listed at the provincial minimum wage of \$15.00/hour.

OF THE 118 JOB POSTINGS



For postings that listed an annual salary.



\$88,269.00/year
AVERAGE

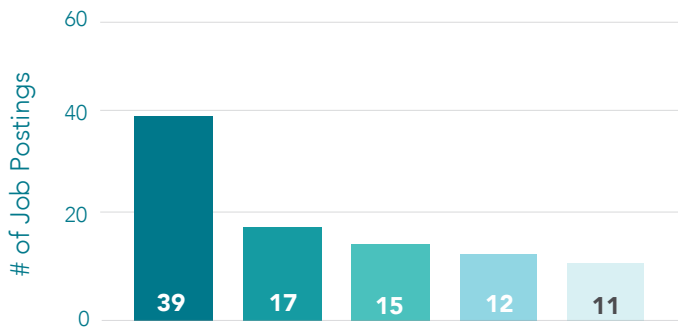


\$22.30
HOURLY WAGE

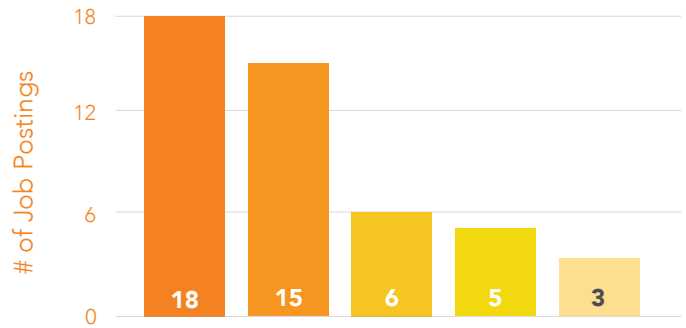
The average hourly wage in November for those postings which listed one.

Of the 53 postings which listed an hourly wage 5.7% (1) were listed at the provincial minimum wage of \$15.00/hour.

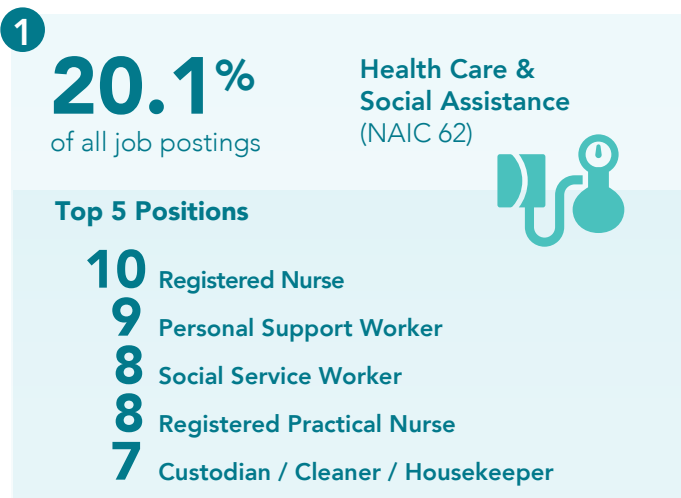
TOP 5 EMPLOYERS POSTING JOBS



TOP 5 EMPLOYERS POSTING JOBS



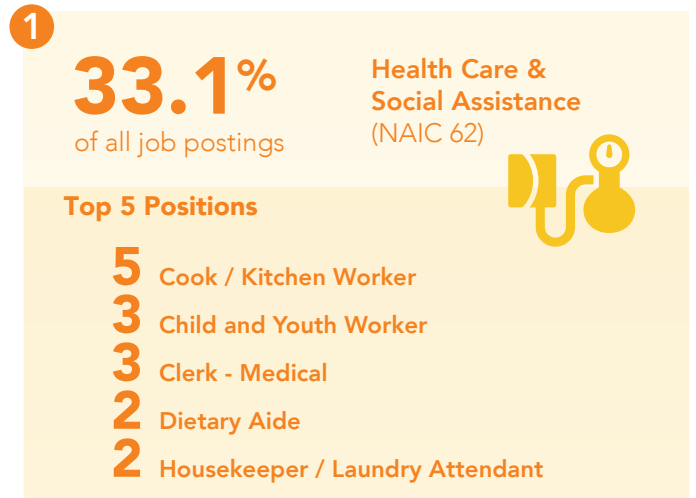
TOP 5 INDUSTRIES HIRING (NAICS)



- 2** **17.4%** : Retail Trade (NAIC 44-45)
- 3** **8.9%** : Educational Services (NAICS 61)
- 4** **8.9%** : Accommodation & Food Services (NAICS 72)
- 5** **8.3%** : Administrative & Support, Waste Management & Remediation Services (NAICS 61)

The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in November with 20.1% (104) of the overall share amongst all major industry classifications. The largest month-over-month increase of +3.5% occurred within the Administrative and Support, Waste Management and Remediation Services (NAICS-56) industry; making up 8.3% of the November job postings. The largest month-over-month decrease amongst all major industry classifications of -4.7% was seen in the above mentioned Health Care and Social Assistance industry.


TOP 5 INDUSTRIES HIRING (NAICS)

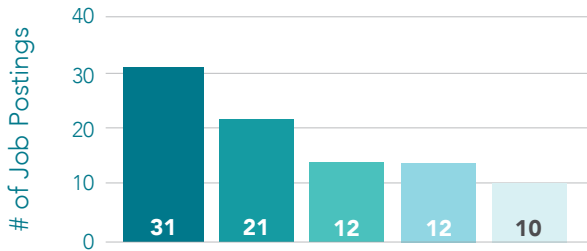


- 2** **24.6%** : Retail Trade (NAICS 44-45)
- 3** **9.3%** : Educational Services (NAICS 61)
- 4** **9.3%** : Accommodation & Food Services (NAICS 72)
- 5** **3.4%** : Construction (NAICS 23)

The Health Care and Social Service (NAICS-62) industry saw the greatest number of job postings in November with 33.1% (39) of the overall share amongst all major industry classifications. The Retail Trade (NAICS-44-45) saw the largest month-over-month change of job posting share with a +3.9% increase to account for 24.6% (29) of the November postings. The Accommodation and Food Services (NAICS-72) industry held the largest month-over-month decrease of -5.3%; to make up 9.3% (11) of the job share in November.


TOP 3 OCCUPATIONAL CATEGORIES (NOC)

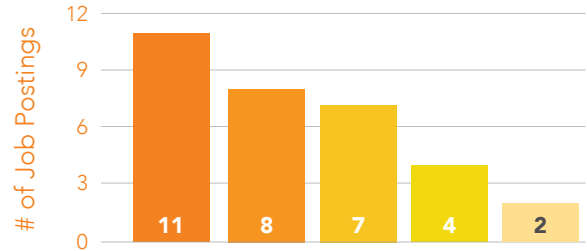
1 **31.5%** Sales & Service (NOC 6) 




- Retail Sales Associate / Representative
- Cleaner / Custodian / Housekeeper
- Food Service Worker
- Cashier
- Cook - Various

TOP 3 OCCUPATIONAL CATEGORIES (NOC)

1 **46.6%** Sales & Service (NOC 6) 



- Sales Associate - Retail
- Cleaner / Housekeeper
- Cook / Kitchen Worker
- Cashier
- 2 Tied with

2 **17.2%** Education, Law & Social, Community & Government Services (NOC 4) 

- Personal Support Worker (12)
- College Professor/Instructor (9)
- Social Service Worker (8)
- Teacher - Elementary/Secondary (8)
- 2 Tied with (6)

2 **18.6%** Education, Law & Social, Community & Government Services (NOC 4) 

- Teacher - Elementary / Secondary (5)
- Child and Youth Worker (3)
- Early Childhood Educator (3)
- Personal Support Worker (3)
- 8 Tied with (1)

3 **13.9%** Trades, Transportation & Equipment Operators (NOC 7) 

- Driver - AZ/DZ/Truck (10)
- Labourer - General (9)
- Driver - Others (7)
- Carpenter (4)
- 3 Tied with (4)

3 **11%** Trades, Transportation & Equipment Operators (NOC 7) 

- Heavy Equipment Operator (3)
- Installer - Various (3)
- Labourer - General (2)
- Carpenter (1)
- 4 Tied with (1)

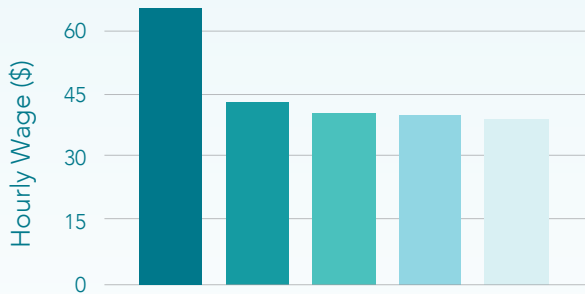
Sales and Service (NOC-6) based occupations made up the largest portion of job postings with 31.5% (163) of all postings in November when compared to the major occupational classifications. The highest month-over-month increase of +3% occurred for the Education, Law and Social, Community and Government Services (NOC-4) based occupations. Inversely Business, Finance and Administration (NOC-1) based occupations saw the largest month-over-month decrease of -2.6% to account for 12.9% of the known job postings in November.

Sales and Service (NOC-6) based occupations represented the largest number of job postings with 46.6% (55) of all postings when compared to the major occupational classifications. These occupations also saw the largest month-over-month increase of +5.9%. The largest month-over-month decrease in job posting share was for Health (NOC-3) based occupations which dropped -4.4% to make up 4.2% (5) of the November postings.

TOP 5 HOURLY WAGE VACANCIES



\$65.00 Pharmacist
@ Marshall Park Pharmasave



\$44.00 Manager - Strategy and Continuous Improvement
@ Hands TheFamilyHelpNetwork.ca

\$38.76 Teaching and Learning Specialist
@ Canadore College

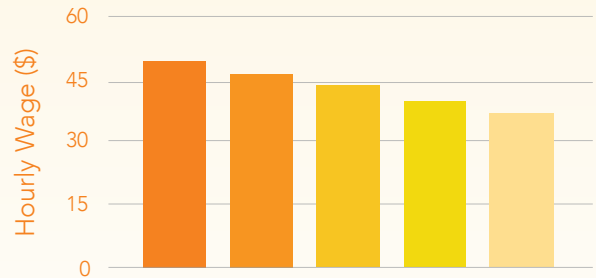
\$38.00 Transmission Technician
@ Mister Transmission

\$37.95 Health Promoter
@ West Nipissing Family Health Team

TOP 5 HOURLY WAGE VACANCIES



\$45.00 Carpenter
@ Stone Mill Construction



\$44.23 Medical Radiation Technologist
@ West Parry Sound Health Centre

\$36.29 Child and Youth Worker
@ The Children's Aid Society of the District of Nipissing and Parry Sound

\$33.92 Assistant Ou Assistante En Therapie De Langage
@ Conseil scolaire public du Nord-Est de l'Ontario

\$32.00 Personal Support Worker
@ Plan A Long Term Care Staffing and Recruitment

TOP 3 ANNUAL SALARY VACANCIES

\$120,000

Psychologist
@ Brainworks

\$100,000

Sales Associate - Automotive
@ Kia North Bay

\$95,000

Tax Specialist
@ VS Group



Lowest Annual Salary \$40,000

Personal Trainer
@ The Next Step Fitness Centre

TOP ANNUAL SALARY VACANCY

\$120,307

Nurse Practitioner
@ Eastholme Home for the Aged

\$99,000

Satellite and Internet Technician
@ Integrated Solutions

\$45,500

Asset Management Coordinator
@ Town of Parry Sound



Lowest Annual Salary \$45,500

Asset Management Coordinator
@ Town of Parry Sound

The average hourly wage in November for those postings which listed (34.7%) an hourly wage was \$21.61/hour. This is slightly below; -2.7% (-\$0.61/hour), the current 12-month average of \$22.22/hour. Of the 180 postings which listed an hourly wage 16.1% (29) were listed at the provincial minimum wage of \$15.50/hour. For postings that listed an annual salary the average was \$69,207.05/year. This figure is notably above; +14.7% (+\$8,887.81/year), the current 12-month average of \$60,319.24/year.

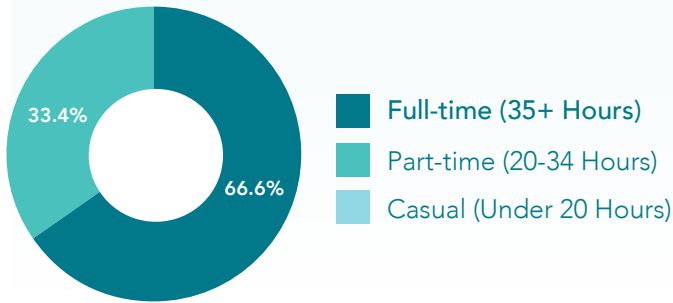
The average hourly wage in November for those postings which listed (44.9%) an hourly wage was \$22.30/hour. This figure is slightly below; -6.6% (-\$1.57/hour), to the current 12-month average of \$23.87/hour. Of the 53 postings which listed an hourly wage 5.7% (1) were listed at the provincial minimum wage of \$15.50/hour. There was an insufficient number of postings with a listed annual salary to derive any significant data. The current 12-month average annual salary is \$62,102.35/year.

FULL-TIME / PART-TIME BREAKDOWN

66.6% of listings in November

↓ **0.2%**
from October

66.6% (345) of the listings in November indicated that the employment offered would be classified as full-time. This figure is nearly identical; -0.2, to the previous month when 66.8% of the job postings were classified as full-time.



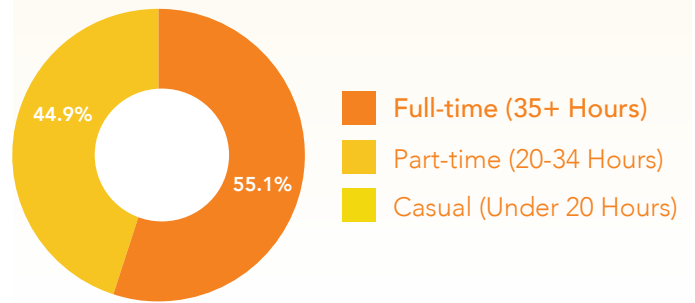
518 Postings listed hours offered (100%)

FULL-TIME / PART-TIME BREAKDOWN

55.1% of listings in November

↓ **5.7%**
from October

55.1% (46) of the listings in November indicated that the employment offered would be classified as full-time. This figure is slightly lower; -5.7%, than the previous month where 60.7% of the job postings were classified as full-time.



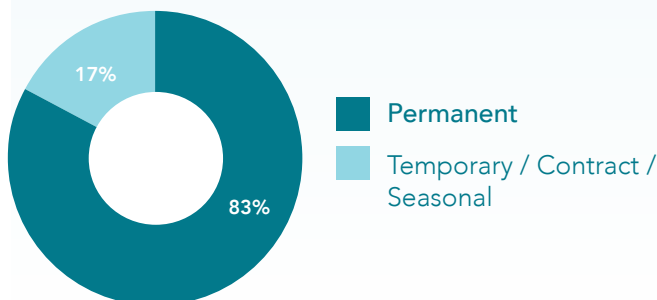
118 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

83% of listings in November

↑↓ **0%**
from October

83% of the listings in November stated that the opportunity in question would be permanent. This is virtually identical; +/-0.0%, to October when these opportunities also accounted for 83.0% of the job postings listed.



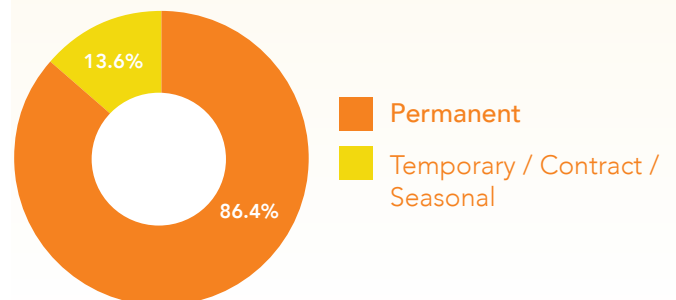
518 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

86.4% of listings in November

↓ **2.2%**
from October

86.4% (102) of the listings in November stated that the opportunity in question would be permanent. This is slightly below; -2.2%, October when these opportunities also accounted for 88.6% of the job postings listed in that month.



118 Postings listed hours offered (100%)

ALL EMPLOYERS WITH POSTINGS IN MONTH

NIPISSING DISTRICT



AIDS Committee of North Bay and Area
 AIM Kenny U-Pull
 Airport Animal Hospital
 Alex McKillop Tax Ltd.
 Algonquin Nursing Home of Mattawa
 Allard Electrical
 Alouette Bus Lines
 Alzheimer Society Sudbury-Manitoulin
 North Bay and Districts
 American Eagle Outfitters
 Ardene
 Battlefield Equipment Rentals
 Bay Truck Stop Family Restaurant
 Bayland Snow
 Bentley & Co Ltd
 Best Buy
 Binx Professional Cleaning
 Birch Lane Builders
 Boart Longyear - North Bay
 Boart Longyear - Sturgeon Falls
 Bomark Motel
 Boutique Le Grenier
 Boutique Marie Claire Inc
 Bradwick Property Management
 Brainworks
 Brandt Industries
 BrokerLink - Parry Sound
 Bulk Barn Foods Limited
 Bumper to Bumper - H.E. Brown
 Burger King
 CAA North & East Ontario
 Campus Living Centres
 Canada Post - Temagami
 Canadian Beer Express
 Canadian Forces Morale and Welfare Services
 Canadian Hock Exchange
 Canadian Tire - North Bay
 Canadore College - College Drive
 Canadore College - Commerce Court
 Can-Blast Inc
 Canor Construction
 Canpar Express Inc.
 Cardinal Duct Cleaning & Dryer Vent Services
 CARQUEST Canada
 Cascades Casino
 Cassellholme Home for the Aged
 Cecil's Brewhouse & Kitchen
 Cementation Canada
 Central Welding & Iron Works
 Chad's Grass Snow and More
 Cherry Hill Programs
 Classic Contracting Sales & Services
 COBS Bread
 Comfort Inn - Airport
 Community Living North Bay
 Compass Group Canada
 Complete Landscaping
 Conseil Scolaire Catholique Franco-Nord
 Conseil scolaire public du Nord-Est de l'Ontario
 Crisis Centre North Bay
 CTS Canadian Career College
 Dawson Shoes
 Dennis Harwood Plumbing & Heating
 Diagnostic Sleep Clinic
 District of Nipissing Social Services
 Administration Board
 DSI Underground Canada Ltd.
 East Ferris Bus Lines
 Eastview Construction
 Eclipse Stores Inc
 Empire Living Centre
 Enbridge Inc.
 Enterprise Rent-A-Car
 Evergreen Landscaping
 Express Parcel
 Fairbairn Electric Inc.
 Farquhar Chrysler Dodge Jeep Ram Fiat
 Feldcamp Equipment Limited
 First Onsite
 Fisher Way Inc.
 Follett Company

Foraco, Canada
 GameStop
 Gateway Optometry
 Gervais Restaurant and Tavern,
 Country Style Donuts
 Giant Tiger - North Bay
 Gincor Werx
 Gold Fleet Subaru
 GoodLife Fitness
 GoodLife Fitness Centre - Main Street
 Goodyear Canada Inc. (Retreading)
 Grant Thornton LLP
 Green First Forest Products
 Guillevin International
 Guy's Tire Sales Inc
 Hallmark Cards and Gifts Ltd
 Hamelins Outdoor Power Equipment
 Hands TheFamilyHelpNetwork.ca - North Bay
 Haskins Industrial Inc.
 Heritage Trim and Doors
 Hoagie's Diner
 Holiday Inn Express & Suites North Bay
 Home Instead
 IDA - Mattawa Pharmacy
 Intelcom Express
 Jean M Savignac General Woodwork Ltd
 Jiffy Lube
 Jim's Locksmithing
 Kal Tire
 Kalvin Brown Pharmasave
 Kenalex Construction Company Limited
 Kennedy Insurance Brokers Inc.
 Kia North Bay
 KPMG LLP
 L.N. Figures
 La Voyager Inc
 Laurentian Ski Hill
 LCBO - Bonfield
 LCBO - Lakeshore Drive
 Lefebvre's Source for Adventure
 Legal Aid Ontario
 Leisure Cycle & PowerSports
 Leisure Farms
 Levante - Barclay House Retirement
 Lewis Motor Sales Inc
 LHD Equipment
 Long & McQuade
 Marina Point Village
 Marshall Park Pharmasave
 Martin Roy Transport / MRT
 Mattawa Hospital
 McLaren Security Inc.
 Metro - North Bay
 Michael Hill
 Miller Technology Incorporated
 MindGames
 Mister Transmission
 MisterSnow
 Molly Maid
 Moores
 Municipality of West Nipissing
 Myrt's Family Restaurant
 Native Education & Training College
 Near North District School Board
 Near North Palliative Care Network
 (Nipissing-Parry Sound)
 Neddy's North Bay Hyundai
 Neil Communications
 Neptune Security Services
 New Ontario Brewing Co.
 Niijaansinaanik Child and Family Services
 - North Bay
 Nipissing Transition House
 Nipissing University
 Nipissing-Parry Sound Catholic
 District School Board
 Nordic Minesteel Technologies Inc.
 North Bay Cycle and Sports
 North Bay Guardian Pharmacy
 North Bay Mazda
 North Bay Parry Sound District Health Unit
 North Bay Public Library
 North Bay Regional Health Centre

North Bay Regional Pharmacy
 North Bay Welding & Metal Fabrications Inc.
 Northern OK Tire
 Nutrition Club Canada
 Ontario Aboriginal Housing Services
 Ontario Northland
 Osprey Commercial Cleaning
 Outstanding Services
 Paragon Bay Group Ltd.
 Paramed Home Health Care
 Partner's Billiards and Bowling
 PartSource
 Peoples Jewellers
 Perrin Ahmad LLP
 PHARA
 Productive North Janitorial Services
 Purolator
 Rapport Credit Union
 Recipe Unlimited Corporation - Harvey's
 Recipe Unlimited Corporation - Montana's
 Recipe Unlimited Corporation - Swiss Chalet
 Redpath Mining Contractors and Engineers
 Regis Canada
 Rexall - North Bay
 Robinson's Pharmasave
 Roots Canada
 Royal Bank of Canada - North Bay
 Sanderson Monument Company
 Santa Villa
 Scotiabank - North Bay
 Service Berry Cleaning
 Shoppers Drug Mart - Cassells St.
 Sienna Living - North Bay
 Sienna Senior Living
 Softmoc
 Springer Animal Hospital
 Stantec
 Staples Canada ULC
 Stock Transportation
 Stockfish Automotive Group
 Subway - Shirreff Ave.
 Sword Management
 Syl's Neighbourhood Kitchen
 T&T Sprayfoam
 Tan Tan Wok
 The Brick North Bay
 The Children's Aid Society of the District
 of Nipissing and Parry Sound
 The Corporation of the City of North Bay
 The Home Depot - North Bay
 The Miller Group
 The Next Step Fitness Centre
 The North Bay Daycare and Learning Centre
 The Sisters of St. Joseph of Sault Ste. Marie
 The Skyline Group of Companies
 The Submarine Place
 The Urban Cafe
 ThinkOn
 Tim Hortons - Cassells St.
 Tim Hortons - McKeown Ave.
 Tim Hortons - North Bay
 Tim Hortons - Northgate Shopping Centre
 Tim Hortons - Pinewood Park Dr.
 Tim Hortons - Sturgeon Falls
 Tim Hortons - Trout Lake Rd.
 TJX Companies - Homesense
 Topper's Pizza - North Bay
 Total Cabinet Modules
 Treasure Hunt
 True North Cannabis Company
 TW Foods
 Twigg's - Fraser St.
 TZR Contracting
 Union of Ontario Indians
 Value Village
 Van's Delivery, Moving and Storage
 Victorian Order of Nurses / VON
 VON Canada (Ontario) - North Bay
 Voyageur Aviation Corp
 Voyago
 VS Group
 Wacky Wings
 Wagg's Petroleum Equipment Ltd.

Waggy Tails Resort
 Walmart - North Bay
 Wendy's Restaurants - Lakeshore Drive
 West Nipissing Child Care Corporation
 West Nipissing Family Health Team
 West Nipissing General Hospital
 Winmar Property Restoration
 Workplace Safety and Insurance Board (WSIB)
 World Gym North Bay
 YMCA of Northeastern Ontario
 Zedd Customer Solutions

PARRY SOUND DISTRICT



Almaguin Highlands Community Living
 Almix Group
 Aramark Canada Ltd.
 Canada Post - Callander
 Canada Post - Parry Sound
 Canadian Mental Health Association
 - Muskoka Parry Sound Branch
 Canadore College - Parry Sound Campus
 Comfort Inn Parry Sound
 Conseil scolaire public du Nord-Est de
 l'Ontario
 Contact North (Parry Sound)
 Corporation of the Township of Chisholm
 Country Haven Acres
 Dollarama - Parry Sound
 Dutch Love Cannabis
 Eastholme Home for the Aged
 Gardens of Parry Sound
 Retirement Residence
 Grand Tappattoo Resort
 Harvey's Parry Sound
 Hillcrest Grocery
 Home Instead
 Hospice West Parry Sound
 Integrated Solutions
 Jolly Roger Inn & Resort
 Kawartha Credit Union - Burk's Falls
 Kawartha Credit Union - Parry Sound
 Lady Isabelle Nursing Home
 Lawson Landscapes
 Lofthouse Manufacturing (a Division
 of Brawo Brassworking Limited)
 Maid to Perfection
 Marshall Well Drilling
 Maryjo's Hair Design
 Municipality of Callander
 Near North District School Board
 Niijaansinaanik Child and Family Services
 Niijaansinaanik Child and Family Services
 - Parry Sound Area
 Northern Reflections
 Parry Sound Home Hardware
 Phoenix Building Components Inc
 Plan A Long Term Care Staffing and
 Recruitment
 Royal Bank of Canada - Parry Sound
 Scotiabank - Powassan
 Shawanaga First Nation Healing Centre
 Sobeys - Parry Sound
 Sound Interiors
 Soundseals Insulation
 Stone Mill Construction
 Subway - Joseph Street
 The Children's Aid Society
 of the District of Nipissing and Parry Sound
 The Friends
 The Home Depot - Parry Sound
 The Log cabin Inn
 Tim Horton Children's Foundation
 Town of Parry Sound
 True North Cannabis Company
 Valu-Mart - Burk's Falls
 Walmart - Parry Sound
 Waubeek Early Learning and Child
 Care Centre
 West Parry Sound Health Centre
 YMCA of Simcoe/Muskoka



WHAT IS THE LMG MONTHLY JOBS REPORT?

This Jobs Report is a monthly publication produced by The Labour Market Group. Each month we compile a list of jobs that were posted or advertised through a variety of sources in our community. This report provides current, key information about job postings in the Nipissing & Parry Sound districts. Job postings were gathered online from www.jobbank.gc.ca, www.indeed.ca, and www.wowjobs.ca, and the North Bay & District Jobs Facebook page. They were also gathered from our local newspapers including: Almaguin News, Parry Sound North Star, North Bay Nugget, Mattawa Recorder, and West Nipissing Tribune. The job postings in this study are by no means an exhaustive list of every available job during the collection period. It is simply a tally of jobs posted from the sources listed above. For more clarification on the collection process of this Jobs report, please contact info@thelabourmarketgroup.ca. We would be more than happy to review our process with you!

² Includes placement agencies, employment service providers and temporary agencies postings which could otherwise fall under other industries but actual employers are unknown at this time.

³ HGS and Zedd both post very frequently and state they are looking for large numbers of employees. As a result only 1 posting for each was considered

FOR MORE INFORMATION & FURTHER DETAILS ABOUT LOCAL JOBS, PLEASE CONTACT :

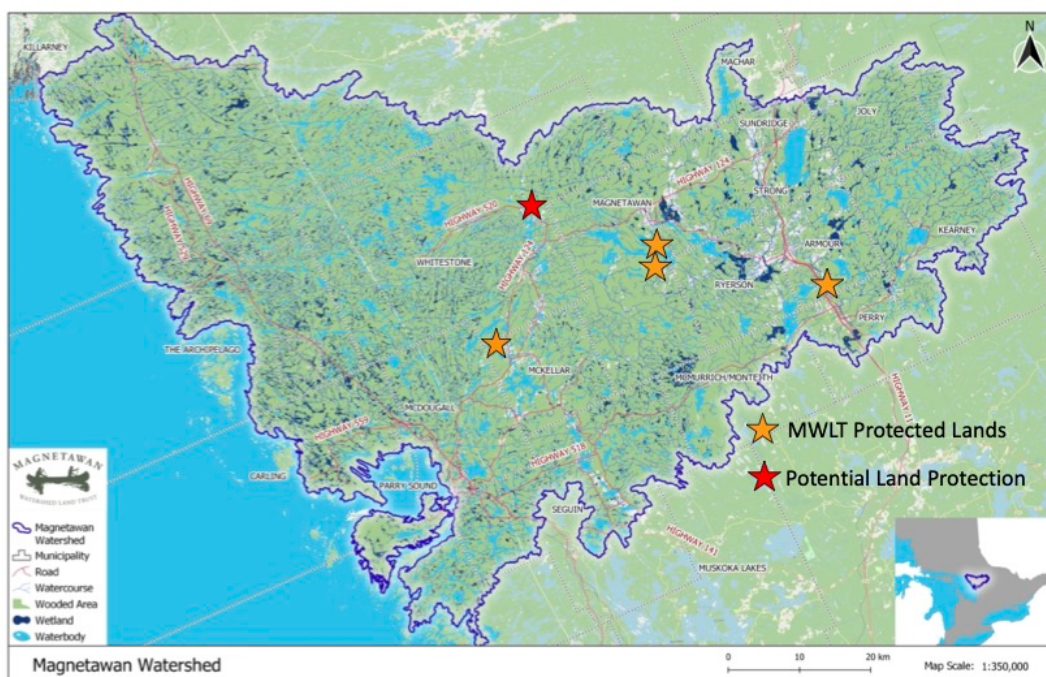
The Labour Market Group
Toll Free: 1-877-223-8909
info@thelabourmarketgroup.ca



The Labour Market Group
Guiding partners to workforce solutions.

Magnetawan Watershed Land Trust

The Magnetawan Watershed Land Trust is a non-profit, charitable organization whose mission is “To preserve the natural, historical, scenic, and recreational value of the Magnetawan River Watershed for the benefit of future generations through land and conservation easement acquisition for the purpose of conservation and stewardship.” The Magnetawan Watershed Land Trust (MWLT) was founded in 2009 and acquired its first property in 2012 with the help of American Friends of Canadian Conservation - 240 acres of mixed upland and lowland forests surrounding Old Man’s Creek.



MWLT has added three other properties for conservation over the last several years, with Still Creek Nature Reserve the Land Trust’s newest property, and first property in the Municipality of Whitestone. The property is found between Lorimer and Owl lakes and part of the parcel runs along Still Creek (thus its namesake.) The 15.48 hectares (38.25 acres) includes 3,800 feet of frontage along Lorimer Lake. Still Creek Nature Reserve is a gorgeous piece of land showcasing a healthy young forest community, rocky outcrops, a diversity of wetlands and a beautiful meadow. MWLT has already recorded 139 species of flora and fauna on the property and sees many suitable habitats for amphibians, nesting areas for waterfowl and corridors for animal movement. We look forward to learning more as we monitor and manage our newest parcel!

MWLT has had an exceptionally busy end of 2022 and start to 2023. In addition to three other conservation opportunities within the watershed, we are planning to close on a second property donation in the Municipality of Whitestone near Maple Island, just northeast of Maple Island area in the first half of this year. This property is 81 hectares (200 acres) and is largely a deciduous forest along with a large wetland that drains into the east end of La Brash Lake, which then flows into Magnetawan River.

Want to learn more? Head to www.mwlt.org and check out our work.