



**The Corporation of the Municipality of Whitestone**

**Agenda of Regular Council Meeting  
Tuesday, May 16, 2023**

**Dunchurch Community Centre**

**and**

Join Zoom Meeting **(Video)**

<https://us02web.zoom.us/j/84830556935>

**(Phone Call Only)**

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 848 3055 6935#

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

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**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**

4.1 Food Cycle Science's Municipal Food Waste, Jacob Hanlon

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

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

#### **5.1 Planning Items**

- 5.1.1 Application to Purchase and Close Shore Road Allowance, CROUCHER ®
  - Memorandum from John Jackson, Planner dated April 12, 2023
- 5.1.2 Application to Purchase and Close Shore Road Allowance, BUSENHART ®
  - Memorandum from John Jackson, Planner dated April 13, 2023
  - Email from John Jackson, Planner dated May 3, 2023
- 5.1.3 Consent Application B10/2023(W), PASAGO PARRY SOUND ®
  - Memorandum from John Jackson, Planner dated May 8, 2023

#### **2023 Budget Discussions**

- 5.1.4 Staff Memorandum and presentation Draft 2023 Operating and Capital/Special Projects Budget ®

## **Reconvene into Regular Meeting ®**

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

### **6. Public Meeting**

#### **Adjourn to Public Meeting ®**

- 6.1 GREENWOOD, Ted - Proposed Zoning By-Law amendment is to rezone Part of Lot 44, Concession A, geographic Township of Hagerman being Part 1, 42R-18200 now in the Municipality of Whitestone (1686 Highway 124, Dunchurch) from the Rural (RU) Zone to the Industrial (M1) Zone
  - 6.1.1 Report from John Jackson, Planner dated September 9, 2022
  - 6.1.2 Copy of Council's Resolution Number 2023-141

### **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 Monday May 1, 2023
  - 7.1.2 Regular Council Meeting Minutes for Tuesday, May 2, 2023
- 7.2 Unfinished Business (listed on page 5)

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

### **8. Accounts Payable**

- 8.1 Accounts Payable ®

## **9. Staff Reports**

- 9.1 Report PW-2023-07  
Cemetery Grass cutting contract award ®
- 9.2 Report PW-2023-09  
Supply, mix and stack Winter Sand contract award ®
- 9.3 Report PW-2023-10  
Application of Slurry Seal and Double Surface Treatment for the Bunny Trail  
contract award ®
- 9.4 Report PW-2023-11  
Relocation of Community Information Sign ®
- 9.5 Staff Memorandum:  
CBO shared services with the Township of McKellar ®

## **10. By-Laws**

- 10.1 By-Law No. 34-2023, being a By-law for a Zoning By-law amendment to rezone Part of Lot 44, Concession A, geographic Township of Hagerman being Part 1, 42R-18200 now in the Municipality of Whitestone (1686 Highway 124, Dunchurch) from the Rural (RU) Zone to the Industrial (M1) Zone - GREENWOOD ®
- 10.2 By-law No. 35-2023, being a By-law to repeal By-law 33-2017 (being a By-Law to enter into an agreement with DANIEL SALVATORI, JAMES ENSLEN, BRENT KAUFMAN AND RYAN O'HARE to Use a section of an Unopened Road Allowance) ®

## **11. Business Matters**

- 11.1 Mayors Monarch Pledge ®
- 11.2 Proclamation of the Month of June 2023 as Seniors Month ®
- 11.3 Planning Items Invoices – Discussion request per Councillor Nash

## **12. Correspondence**

### **Matters Arising from Correspondence**

## **13. Councillor Items**

## **14. Questions from the Public**

## **15. Closed Session**

### **Adjourn to Closed Session ®**

- 15.1 Closed Session Meeting Minutes for the Special Council meeting of May 1, 2023
- 15.2 Labour relations or employee negotiations pursuant to Ontario Municipal Act, Section 239 (2) (d)

- Collective Bargaining update

**Matters Arising from Closed Session**

**16. Confirming By-law ®**

**17. 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 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	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.
March 15, 2022	By-law 16-2022, being a By-law for a Zoning By-law amendment to rezone Part of Lot 39, Concession A, geographic Township of McKenzie, now in the Municipality of Whitestone from the Rural (RU) Zone to a Rural (RU) Exception Zone – ANDERSON/PATTERSON	Planning Staff and CBO	To be reviewed with the Applicant January 2024
January 10, 2023	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	April 4, 2023 date cancelled, new date to be determined
March 7, 2023	Staff update the Critical Illness Insurance Coverage from the current amount \$10,000.00 to \$20,000.00 per Council Member	Treasurer	Under review by the Insurance Company with the 2023 insurance renewal process
	Staff to work with the Magnatawan Pioneer Association to discuss options that will include boat storage to be permitted, winches will be permitted, no docks or storage boxes permitted and the Municipality assumes no liability or responsibility.	CAO and staff	Meeting to be arranged in mid-April due to availability of Magnatawan Pioneer Association representatives  Meeting held May 3, 2023. Staff to report to Council in the near future.

<p>March 21, 2023</p>	<p>Completion of Audio-Visual upgrades at the Dunchurch Community Centre</p> <p><b>THAT</b> the Municipality engage an Audio/Visual consultant to produce a specification for purposes of tendering for the required equipment and installation to complete the Community Centre Audio/Visual system</p>	<p>TBD</p>	<p>Timing to be determined</p>
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**END**

## **Correspondence**

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

- A. Requests for Purchase of Kitchen Equipment
  - a. Dunchurch Agricultural Society
  - b. Royal Canadian Legion Branch 394 Magnetawan
- B. Regional Municipality of Waterloo resolution regarding MFIPA protection under the Municipal Elections Act dated April 24, 2023.
- C. Treasury Board Secretariat letter regarding Emergency Management Ontario (EMO) dated May 4, 2023.
- D. Near North District School Board letter response to Mega School dated May 4, 2023.

# PRESENTATIONS AND DELEGATIONS



TRUSTED CANADIAN SOLUTION  
Coast to Coast to Coast

73

Canadian  
Municipal  
Partnerships

7 Provinces

1 Territory



FOODCYCLER™  
MUNICIPAL SOLUTIONS

The Future of Food Waste.



4.1

## THE PROBLEM – FOOD WASTE

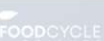
- 63% of food waste is avoidable
- Household waste is composed of 25-50% organic waste
- Food waste weight is up to 90% liquid mass (which is heavy)
- The average Canadian household spends \$1,766 on food that is wasted each year
- Each year food waste in Canada is responsible for 56.6 Million tonnes of CO2 equivalent of GHG



## ABOUT US Food Cycle Science

- Canadian company based out of Ottawa, ON
- Founded in Cornwall in 2011 – Company is 100% focused on Food Waste Diversion Solutions
- Products available in North America through FoodCycler Municipal / Vitamix and internationally through network of distributors & OEM partners
- Finalists in Impact Canada/AAFC's Food Waste Reduction Challenge
- Globe & Mail Canada's Top Growing Companies (2021 & 2022)
- Deloitte Fast 50 CleanTech award winners (2021)
- Approved supplier with Canoe Procurement Group of Canada

73  
Municipal  
Partnerships  
Across North  
America



# THE SOLUTION? THE FOODCYCLER



## MUNICIPAL IMPACT

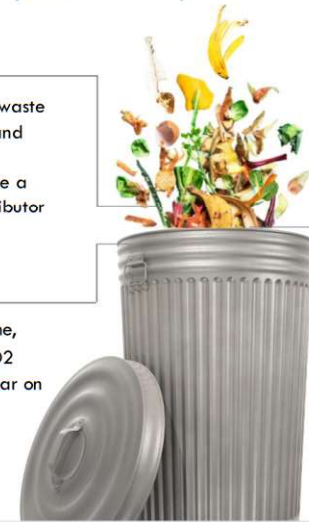
Waste is a municipal responsibility

### LANDFILL + WASTE COSTS

- ~25-50% of household waste is organic waste
- Landfills are filling up fast, creating cost and environmental issues
- Hauling, transfer, and disposal services are a major cost factor and environmental contributor

### ENVIRONMENT

- Landfilled organic waste produces methane, which is **25 times** more harmful than CO2
- 1 tonne of food waste is equivalent to 1 car on the road for one year



### COMMUNITY

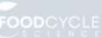
#### Food in the garbage:

- More frequent collection or trips to the disposal site
- Unpleasant odours
- Animals, pests & other visitors



#### Removing food waste from garbage:

- Volume is reduced by up to 50%
- Less frequent collection, fewer trips to disposal site, save on bag tags
- Keeps odours out, makes garbage much less "interesting" for animals



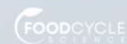
## THE FOODCYCLER PRODUCT FAMILY

FOODCYCLER™  
FC-30



2.5 L	VOLUME CAPACITY	5.0 L
30.5 L	UNIT VOLUME	28.9 L
4-8 HOURS	PROCESSING TIME	6-8 HOURS
0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh
2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER
BACK	VENT LOCATION	TOP

FOODCYCLER™  
MAESTRO



## HAVEN'T WE SOLVED THIS ALREADY?



### GREEN BINS

- Preferred solution for **larger cities** where **dense housing** and large processing facilities generate **economies of scale**
- **Contamination** is an ongoing challenge
- GHG emissions from curbside collection
- **Safety** concerns from additional trucks on the road



### BACKYARD COMPOST

- **Cost-effective** but can be **labor-intensive** also
- May attract pests/animals or create unpleasant **odors**
- Most users **do not compost in winter** or inclement weather
- **Adoption rates are relatively low and stagnant**



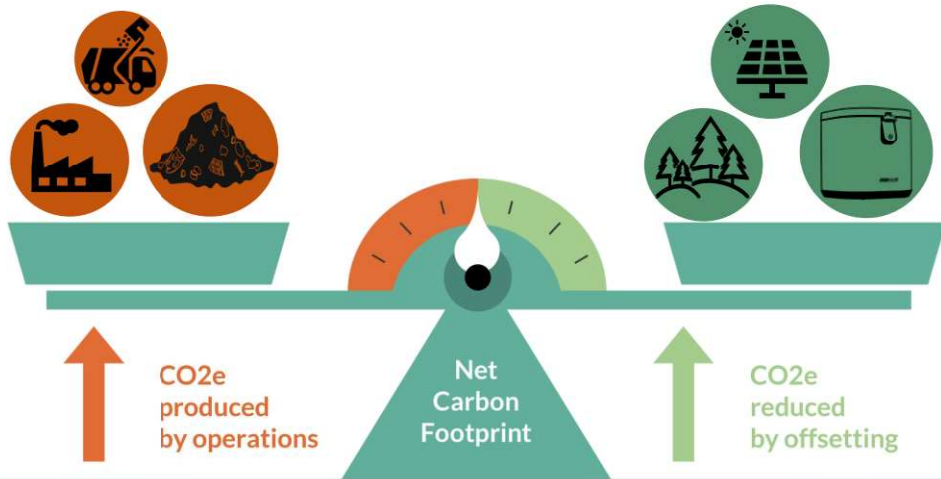
### LANDFILL

- **Easiest solution** and often perceived as the most cost-effective in the short term
- Waste is typically **out of sight and out of mind** for consumers
- High levels of GHG emissions, particularly **methane**
- Long-term **environmental hazard** requires monitoring / maintenance



## IMPACT: ENVIRONMENT

### The Path to Net Zero



FOODCYCLE

## 90% FOOD WASTE REDUCTION

Full bucket of wet, smelly food waste

2.5L / 5L



Handful of dry, sterile, odourless & nutrient-rich by-product

100 g / 200 g



4-8 HOURS  
(Overnight)

0.8-1.5 kWh  
(Equivalent to a laptop)

\$0.10-\$0.15 per cycle  
(\$2-4 per month)

FOODCYCLE

## IMPACT: ECONOMIC



FOODCYCLE

## FOODILIZER™ : BENEFICIAL USES

The FoodCycler by-product is a dry, sterile, odourless and nutrient-rich biomass with many beneficial uses and practical applications:

- Add to garden soil
- Add to backyard composter/tumbler/green cone
- Integrate to existing Leaf & Yard waste systems
- Pelletize/briquette as home heating alternative
- Drop off at compost site
- Drop off to a local farm
- Drop off to a community garden
- Add to Green Bin (where available)



FOODCYCLE

# FOOD WASTE REDUCTION CHALLENGE

## Impact Canada Finalists

### Federal Funding

- ✓ Semi-Finalists in Stage 1 received **\$100,000**
- ✓ Finalists in Stage 2 received **\$400,000**
- Finalists will compete in Stage 3 to win one of two Grand Prizes of up to **\$1,500,000**

IN PARTNERSHIP WITH:



FOODCYCLER

## IMPACT: PRESSURE

### Regulatory + Social

#### THE TIME IS NOW

- Constituents want **solutions** to reduce their environmental impact
- Waste is perceived as a government problem and **regulations** are coming
- Food waste is "low-hanging fruit" to achieving higher **diversion** and addressing the environmental impact of waste



"I've received a number of positive messages from residents saying, "sign me up, where can I get mine." I'm 100 per cent in favor of it."

Deputy Mayor Lyle Warden, (South Glengarry ON)

"We were extremely happy with this program and loved that it made us aware of our daily waste."

Pilot participant in South Glengarry

"It's a great tool to reduce household waste. Appreciate that the municipality is being innovative and piloting different solutions."

Pilot participant in Hornepayne

"It alleviates a lot of the concerns that people might have with backyard composting. The time commitment, the location, pests and animals..."

Kylie Hissa, Strategic Initiatives Officer (Kenora, ON)

FOODCYCLER

## PILOT PROGRAM

### 12 Weeks from Start to Finish

#### PILOT TIMELINE

START

12 WEEKS

END

NEXT STEPS

Residents purchase FoodCycler at a subsidized rate from Municipal Office (or other designated location)

Participants use the unit for a period of 12 weeks.

Number of cycles per week are tracked to estimate total diversion achieved.

Participants fill out an exit survey, providing their review of the program and any other feedback.

Survey results used to evaluate program success.

Tailored program design and implementation.

Grants may be available, with support from Food Cycle Science.

FOODCYCLER

## THE FOODCYCLER PILOTS

### The results are in.

Completed pilots in:

**4700**  
Households

**40**  
Municipalities



**Participation Rate 98%**

- 98% of pilot participants will continue using the FoodCycler after the pilot period

**Recommendation Rate 96%**

- 96% of users would recommend the FoodCycler to friends/family/neighbours

**User Experience Rating 4.6/5**

- 4.6 out of 5 star rating for the overall user experience of the FoodCycler

**Net New Diversion 300 kg**

- Each participating household is estimated to divert approximately 300 kg of food waste per year

**Awareness + Prevention 77%**

- 77% of pilot participants resolved to waste less food as a result of increased awareness

FOODCYCLER

## Next Steps:

- Receive presentation as information.
- If interested in partnering, refer to Staff for a recommendation to Council.



## FUNDED PILOT PROGRAM OPTIONS Municipal Subsidy Model



FOODCYCLER™  
FC-30

\$500	RETAIL PRICE	\$800
-\$200	MUNICIPAL DISCOUNT	-\$250
-\$50	IMPACT CANADA INVESTMENT	-\$150
\$100	* MUNICIPAL SUBSIDY *	\$100
\$150	RESIDENT COST	\$300



FOODCYCLER™  
MAESTRO

## THANK YOU! ANY QUESTIONS?

**Jacob Hanlon**

Municipal Program Coordinator

Email: [jacobh@foodcycler.com](mailto:jacobh@foodcycler.com)

Phone: 613-316-4094

**The Municipal Solutions Team**

[municipal@foodcycler.com](mailto:municipal@foodcycler.com)



## FUNDED PILOT PROGRAM OPTIONS Pilot Scope Recommendations

Municipality Population	Pilot Scope	Municipal Investment
< 2,500 Residents	50 Households	\$5,000
2,500 – 10,000 Residents	100 Households	\$10,000
10,000 – 20,000 Residents	200 Households	\$20,000
> 20,000 Residents	250+ Households	\$25,000+

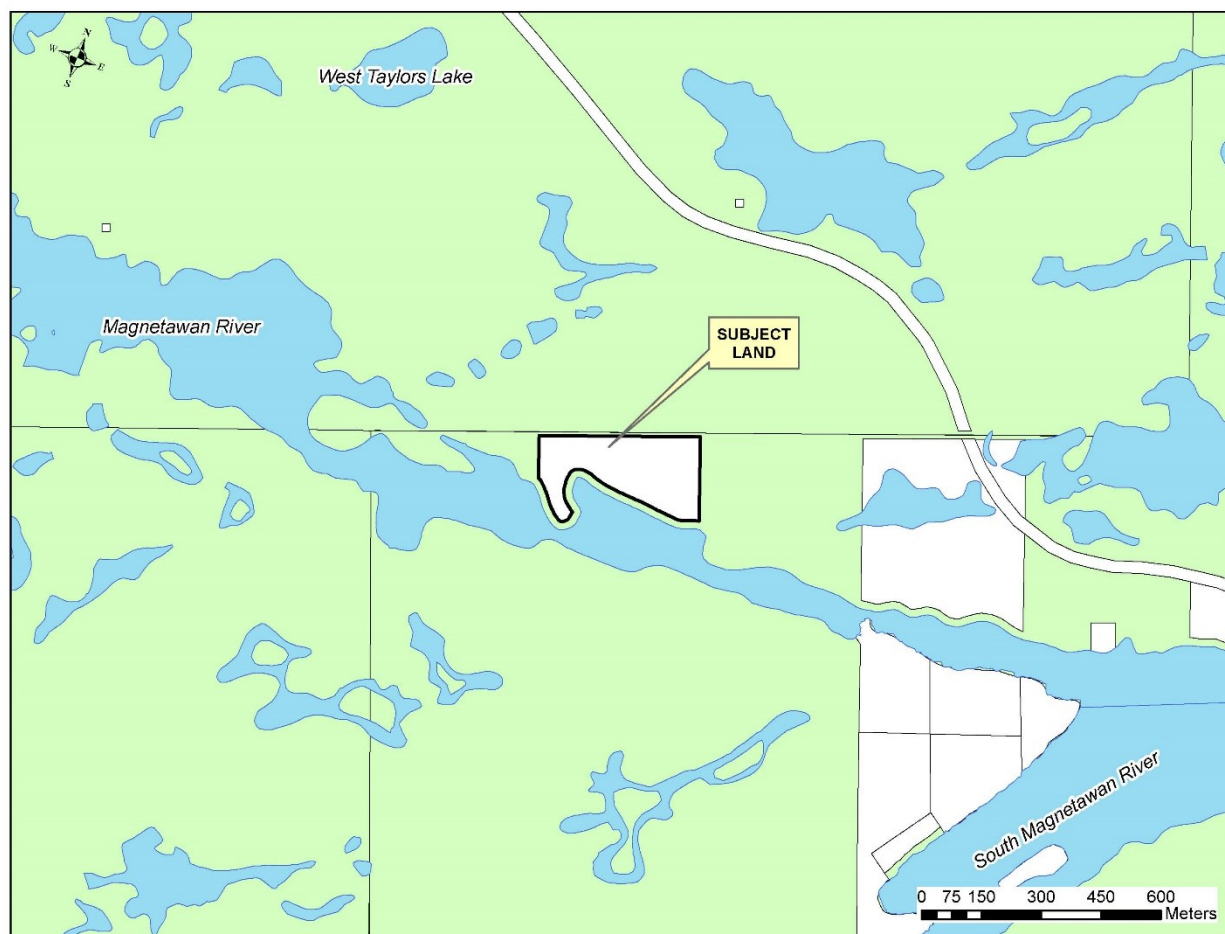
- Plus shipping costs and applicable taxes



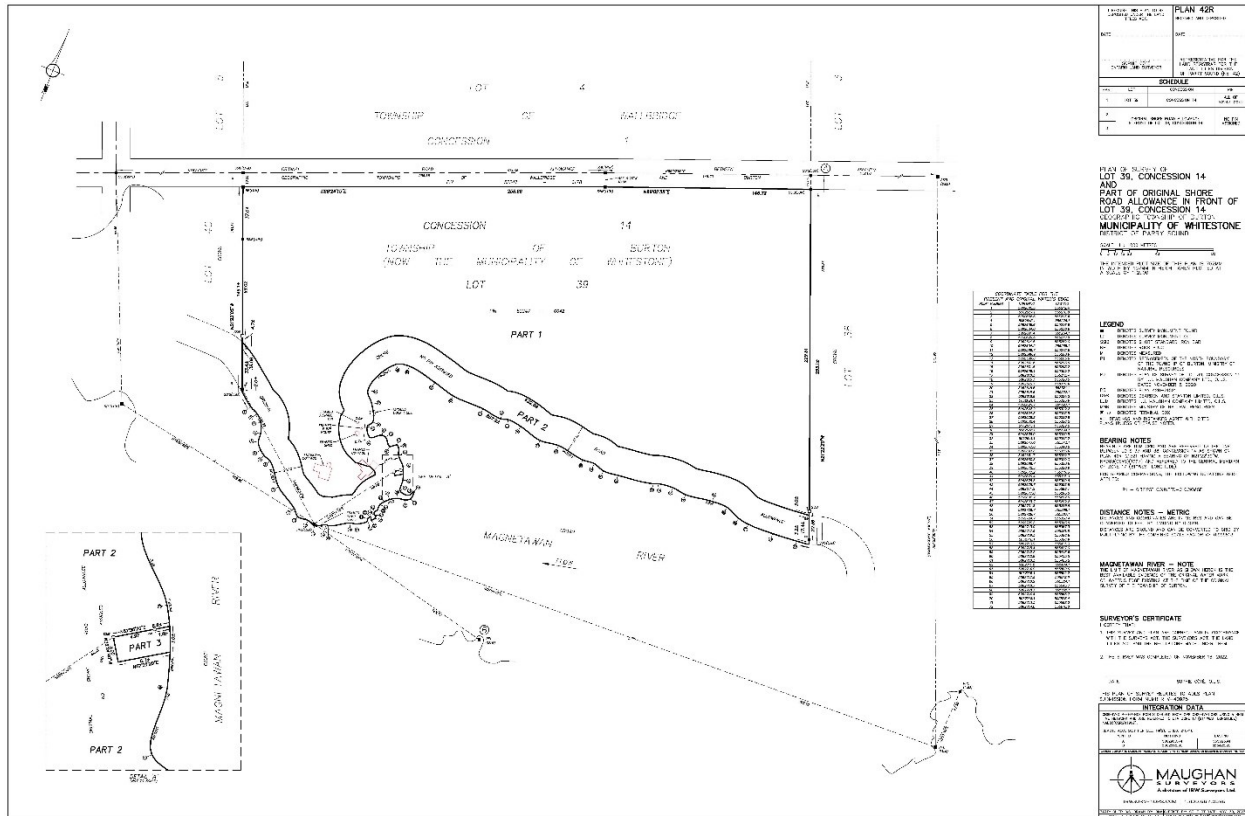
# PLANNING ITEMS

**APPLICATION TO CLOSE SHORE ROAD ALLOWANCE**
**PART OF LOT 39, CONCESSION 14**
**GEOGRAPHIC Township OF BURTON**
**MAGNETAWAN RIVER/9050 HARRIS LAKE**
**APPLICANTS: Scott and Martha Croucher**
**APRIL 12, 2023**
**BACKGROUND**

The Crouchers have a parcel of land along the Magnetawan River in Burton Township.



It has been determined that the original high water mark is similar to the current water level. Therefore the entire width of the original shore road allowance is available for sale.



There would appear to be no flooded portions of the original shore road allowance.

## **OFFICIAL PLAN**

The Official Plan for the Municipality has a policy to allow the stopping up and selling shore road allowances to the abutting land owner.

### ***“9.08 Shore Road Allowances***

***9.08.1 Shore road allowances are present on a number of lakes in the Municipality. The Municipality is prepared to stop and sell these shore road allowances to the riparian land owners.***

***9.08.2 That part of the shore road allowance below the controlled high water mark will be retained by the Municipality.***

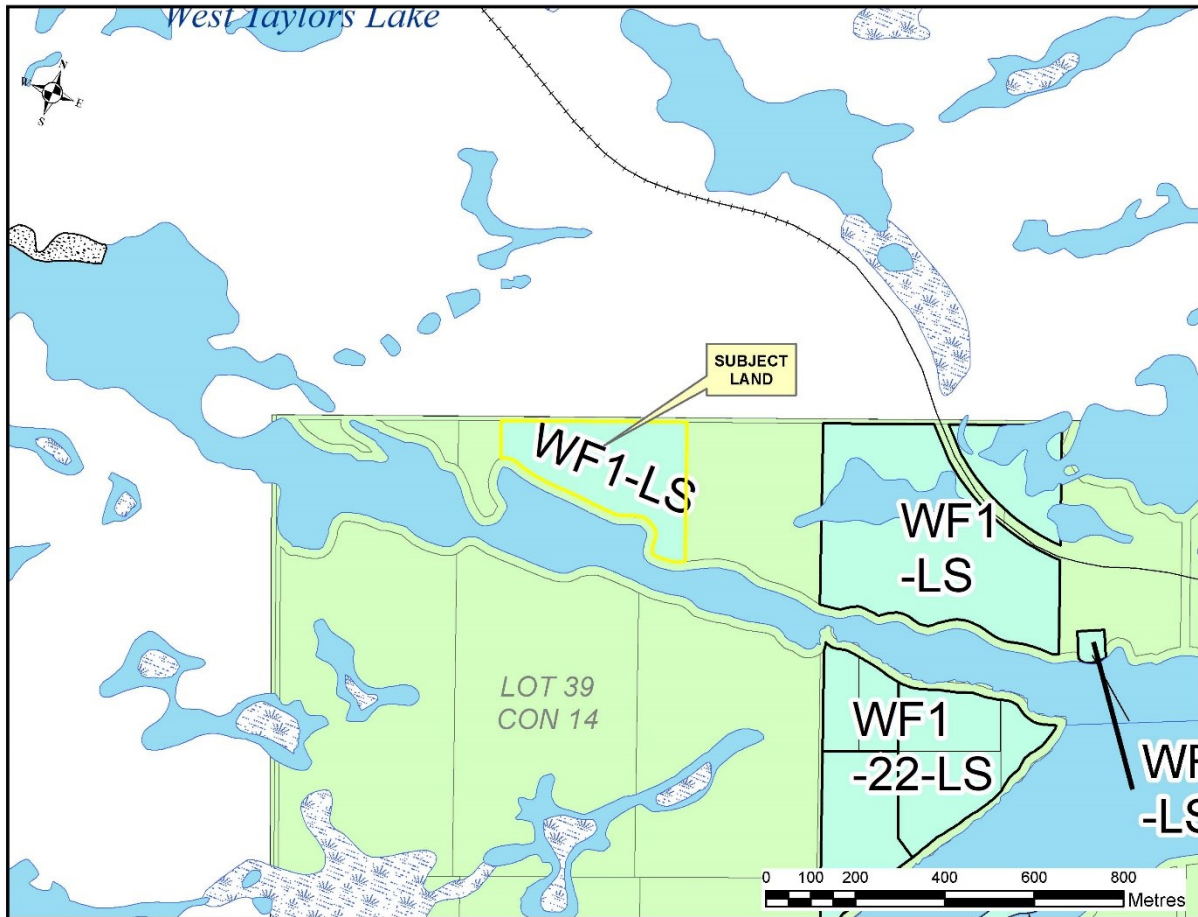
***9.08.3 That part of the shore road allowance identified as having any environmental feature may be retained by the Municipality.***

***9.08.4 No shore road allowance will be stopped up and sold to the riparian land owner where it is used for access by an adjoining property owner or where the sale will have a negative impact on an adjoining property owner.”***



## **ZONING By-Law**

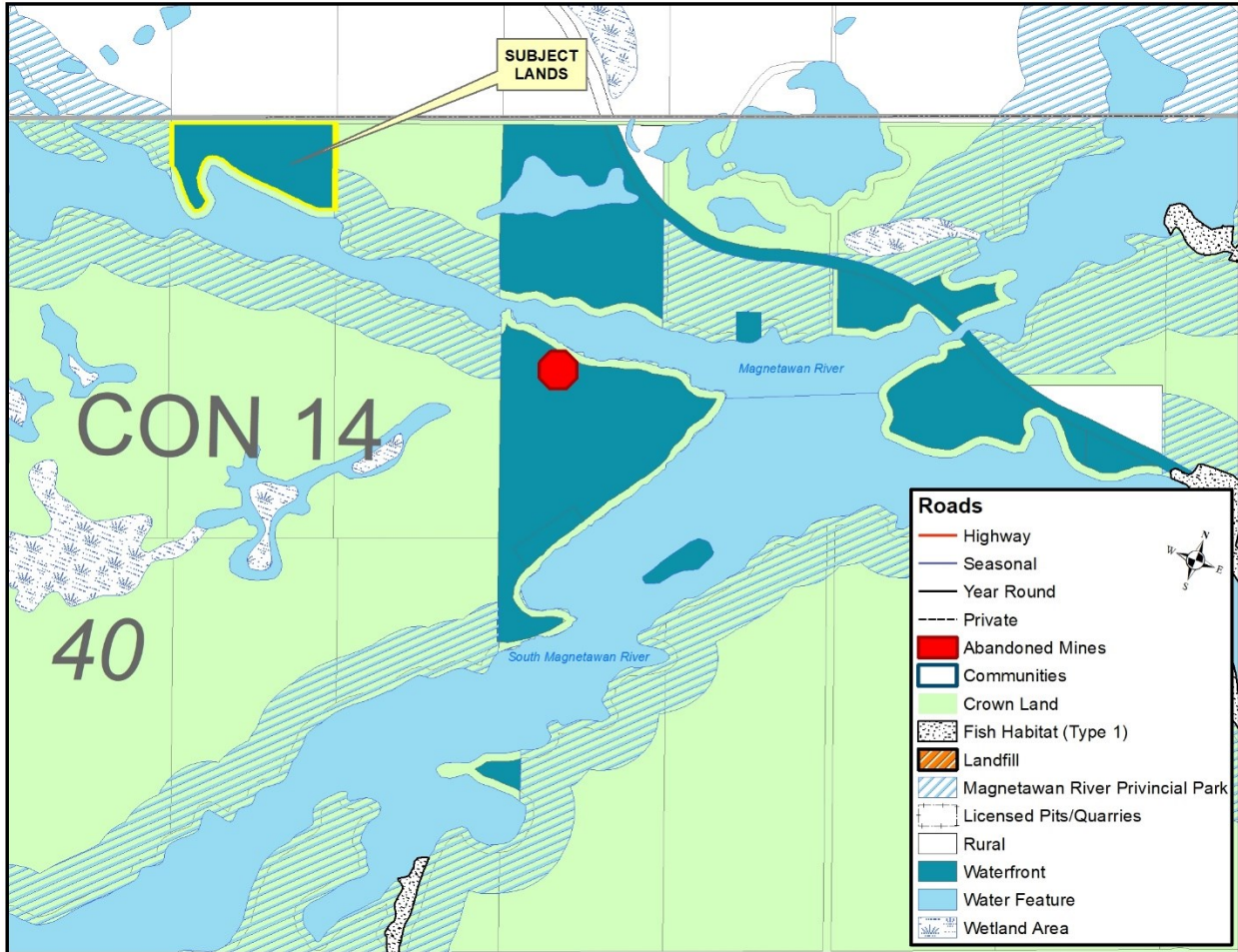
The Zoning of the property and adjacent waterfront illustrates no natural heritage features.





### **CONSENT TO NEIGHBOURS**

The subject property is surrounded by the Magnetawan Provincial Park that is fundamentally a passive use park.



Given that the application proposes straight line extensions, there would appear no need for neighbouring property owner consent.

**CONCLUSION / RECOMMENDATION**

That the application by Mr. and Mrs. Croucher to stop up, close and acquire the shore road allowance in front of their lands in Lot 39, Concession 14, in the geographic township of Burton be approved in principle subject to following the shore road allowance closing rules, practises and procedures of the Municipality.

Respectfully,

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

## APPLICATION TO CLOSE SHORE ROAD ALLOWANCE

### STRAUBS POINT

### LAKE WAHWASHKESH

### GEOGRAPHIC Township OF McKENZIE

### APPLICANTS: Michael and Nancy Busenhart

April 12, 2023

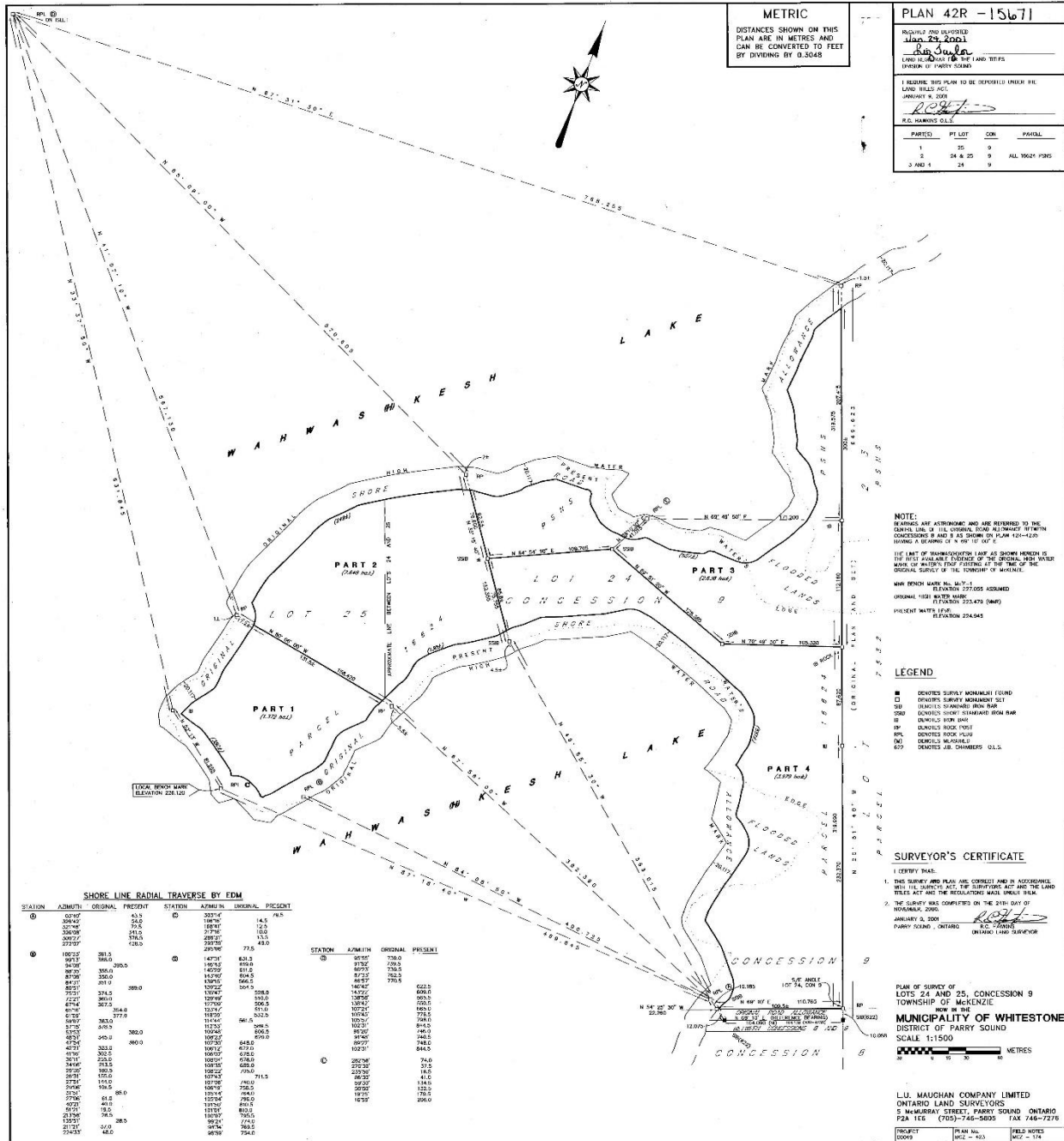
### BACKGROUND

The Busenharts (Straub) own three parcels of land on a water access property on Lake Wahwashkesh in the north basin north of Bennett's Bay.



The three parcels were created by consent in 2001 and are identified as Parts 1 to 6 on Plan 42R-15671.

The lands were not sold and 2 of the 3 lots remain vacant.



The lands have a variety of conditions given the flooded portions of the shoreline. The air photo illustrates a number of embayments that have been created as a result of shoreline flooding on the lake.



## **OFFICIAL PLAN**

The official plan provides policies for considering the sale of shore road allowances to adjacent land owners.

### ***“9.08 Shore Road Allowances***

***9.08.1 Shore road allowances are present on a number of lakes in the Municipality. The Municipality is prepared to stop and sell these shore road allowances to the riparian land owners.***

***9.08.2 That part of the shore road allowance below the controlled high water mark will be retained by the Municipality.***

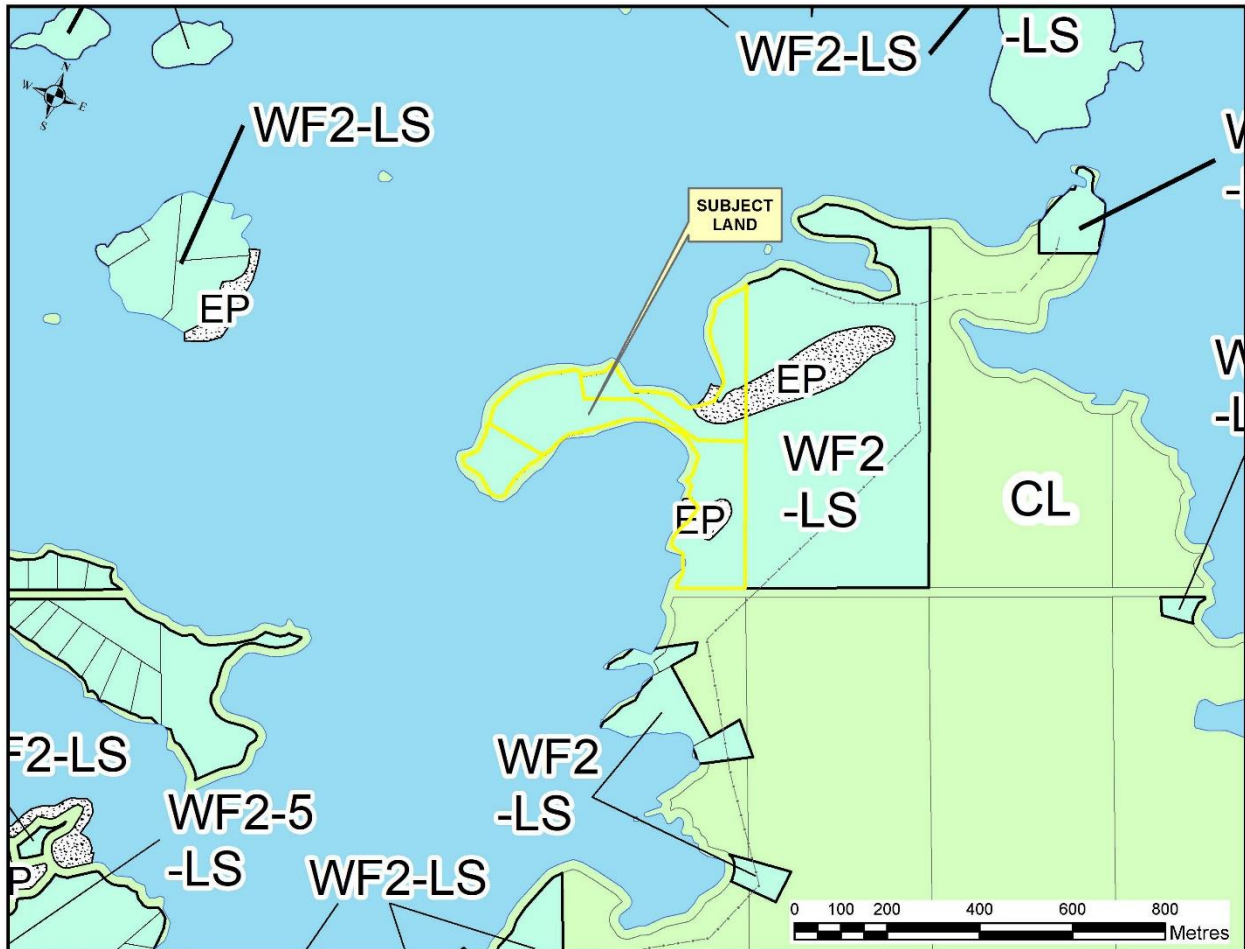
***9.08.3 That part of the shore road allowance identified as having any environmental feature may be retained by the Municipality.***

***9.08.4 No shore road allowance will be stopped up and sold to the riparian land owner where it is used for access by an adjoining property owner or where the sale will have a negative impact on an adjoining property owner.”***



## **ZONING**

The zoning By-Law identifies two flooded embayments that are zoned Environmentally Protected (EP).



The EP areas (Parts 16 and 1) will not be available for acquisition.

## **CONCLUSIONS**

The parts identified on the draft plan that may be stopped up and sold to the Busenharts (Straub) include:

- Part 2
- Part 3
- Part 6
- Part 9
- Part 13
- Part 15
- Part 17
- Part 18



There are no adjoining land owners to the proposed applications. Therefore no comments are necessary.

The two lots created by consent in 2001, Parts 3 and Part 1 will have consent certifications meaning that the application of the adjoining shore road allowances will not merge in title.

Council will need to determine whether there is a large enough issue that the former consents be de-certified which is now a Planning Act application.

This requirement will bring on a number of title issues that would require “checker-boarding” of title. This is likely not something that the applicants have expected.

Subject to the above discussion, it is recommended that the shore road allowance application be supported in principle subject to the Municipality’s rules, practises and procedures.

Respectfully submitted,

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

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

## Paula Macri

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**From:** John Jackson <jjplan@vianet.ca> on behalf of John Jackson  
**Sent:** May 3, 2023 3:43 PM  
**To:** Paula Macri  
**Subject:** Busenhart Shore Road Allowance  
**Attachments:** email attachments.jpg

Hello Paula.

I spoke with the applicants about a technicality involved with the shore road allowance transfers.

Back in 2001, the owners obtained a consent for the three lots shown as A, B and C (attached).

If the adjacent shore road allowances are conveyed to the 3 lots that were previously created by consent, the lands would need to be "de-certified" in order to have the adjacent shore road allowance merge with the intended lot.

In order to avoid a technical merger, the middle lot (13) will need to be placed in a separate title to preserve the previous approval.

Regards,

John Jackson

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**Jodi Christie**

John Jackson Planner Inc.

1 Mall Drive, Unit#2

Parry Sound, ON

P2A 3A9

[jjplan@vianet.ca](mailto:jjplan@vianet.ca)

Phone: 705-746-5667

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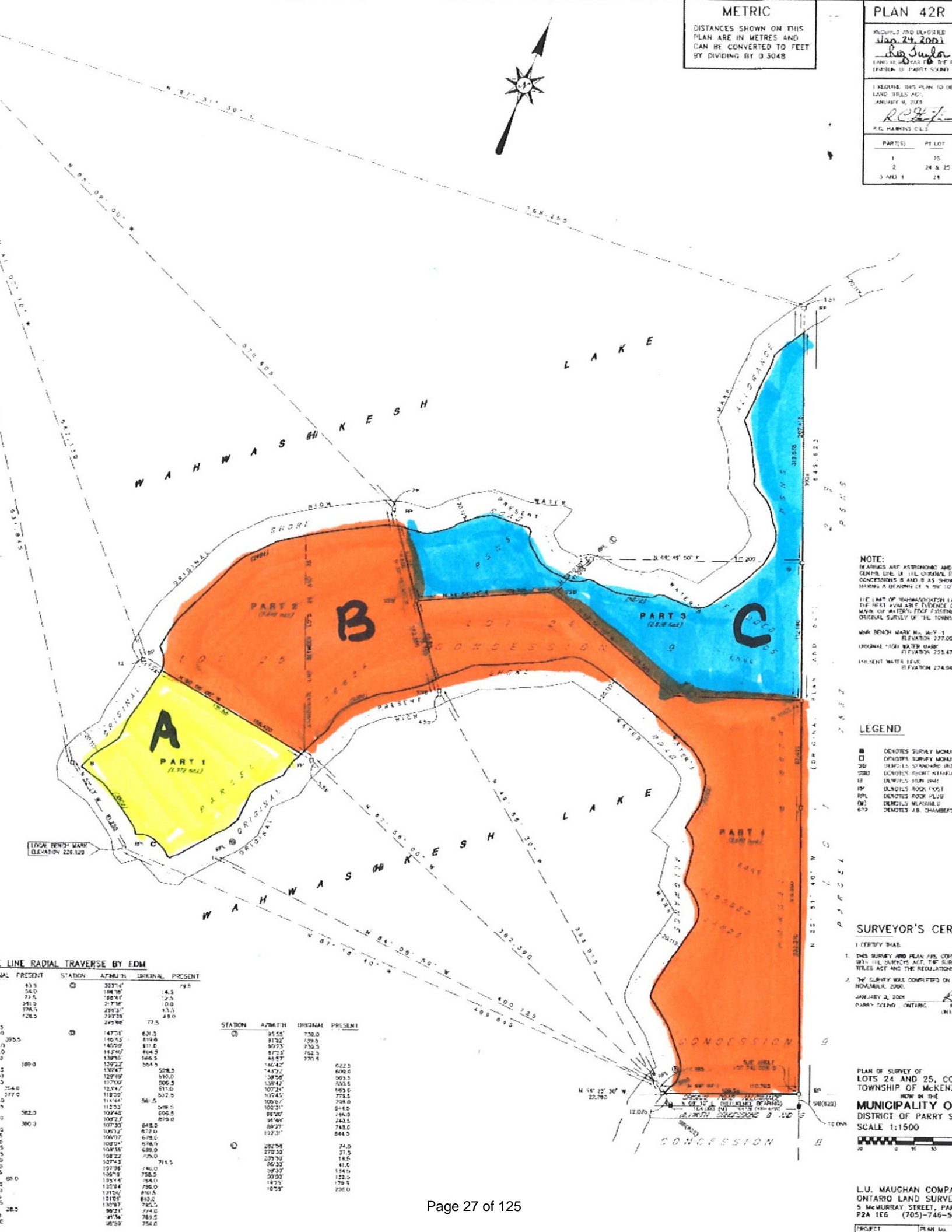


Virus-free. [www.avg.com](http://www.avg.com)

**METRIC**  
 DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**PLAN 42R**  
 REVISED AND RECORDED  
 Jan 24, 2001  
 R. G. J. J. J.  
 LAND SURVEYOR  
 LAND SURVEYOR OF THE PROVINCE OF ONTARIO  
 I HEREBY CERTIFY THIS PLAN TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL SURVEY OF THE TOWNSHIP OF PARRY SOUND  
 R. G. J. J. J.  
 R. G. HARRIS O.L.S.  

PART(S)	PT. LOT
1	25
2	24 & 22
3 AND 4	24



**NOTE:**  
 BEARINGS ARE ASTROLOGICAL AND COMPASS LINE OF THE ORIGINAL CONCESSIONS B AND C AS SHOWN IN THE ORIGINAL SURVEY OF THE TOWNSHIP OF PARRY SOUND  
 THE FIRST AVAILABLE EVIDENCE OF MARKS OF WATER'S EDGE EXISTING ORIGINAL SURVEY OF THE TOWNSHIP OF PARRY SOUND  
 MNR BENCH MARK NO. 1017-1 ELEVATION 227.00  
 ORIGINAL HIGH WATER MARK ELEVATION 225.47  
 PRESENT WATER LEVEL ELEVATION 224.50

**LEGEND**  
 ■ DENOTES SURVEY MONUMENT  
 □ DENOTES SURVEY MONUMENT  
 ○ DENOTES SPANDED BRASS  
 ○ DENOTES SHORT MARKER  
 ○ DENOTES FOUR INCH  
 ○ DENOTES ROCK (105)  
 ○ DENOTES ROCK (105)  
 ○ DENOTES MEASUREMENT  
 ○ DENOTES S.B. CHAIN

**SURVEYOR'S CERTIFICATE**  
 I CERTIFY THAT  
 1. THIS SURVEY AND PLAN ARE CORRECT AND ACCURATE AND COMPLY WITH THE SURVEY ACT, THE SUBSIDIARY REGULATIONS AND THE REGULATIONS  
 2. THE SURVEY WAS COMPLETED ON NOVEMBER 2, 2000  
 JANUARY 2, 2001  
 PARRY SOUND, ONTARIO

**LINE RADIAL TRAVERSE BY EDM**

STATION	AZIMUTH	ORIGINAL	PRESENT
1	337°4'	730.0	730.0
2	198°38'	138.47	138.47
3	145°59'	807.5	807.5
4	112°40'	807.5	807.5
5	138°35'	88.87	88.87
6	159°22'	180.42	180.42
7	130°47'	606.0	606.0
8	129°49'	387.8	387.8
9	177°09'	138.47	138.47
10	12°47'	100.5	100.5
11	118°20'	100.5	100.5
12	114°44'	56.5	56.5
13	112°23'	548.5	548.5
14	109°43'	606.0	606.0
15	106°23'	678.0	678.0
16	107°33'	848.0	848.0
17	109°12'	877.0	877.0
18	106°07'	678.0	678.0
19	102°01'	678.0	678.0
20	108°15'	680.0	680.0
21	108°22'	678.0	678.0
22	107°43'	711.5	711.5
23	107°06'	740.0	740.0
24	106°19'	758.5	758.5
25	105°44'	754.0	754.0
26	101°26'	816.5	816.5
27	131°01'	810.0	810.0
28	130°59'	782.5	782.5
29	95°21'	783.0	783.0
30	95°14'	783.0	783.0
31	95°39'	754.0	754.0

PLAN OF SURVEY OF LOTS 24 AND 25, CONFESSION TOWNSHIP OF MCKENZIE COUNTY, ONTARIO  
 HOW BY THE MURPHY & CO. SURVEYORS  
 DISTRICT OF PARRY SOUND  
 SCALE 1:1500  
 L.U. MAUGHAN COMPANY  
 ONTARIO LAND SURVEYORS  
 5 McMURRAY STREET, PAR  
 P2A 1E6 (705)-746-5555  
 PROJECT PLAN NO.

**CONSENT APPLICATION NO. B10/2023(W)**

**PART OF LOTS 33 & 34, CONCESSION 1**

**GEOGRAPHIC TOWNSHIP OF MCKENZIE**

**ROLL # 4939 0500 040 1700**

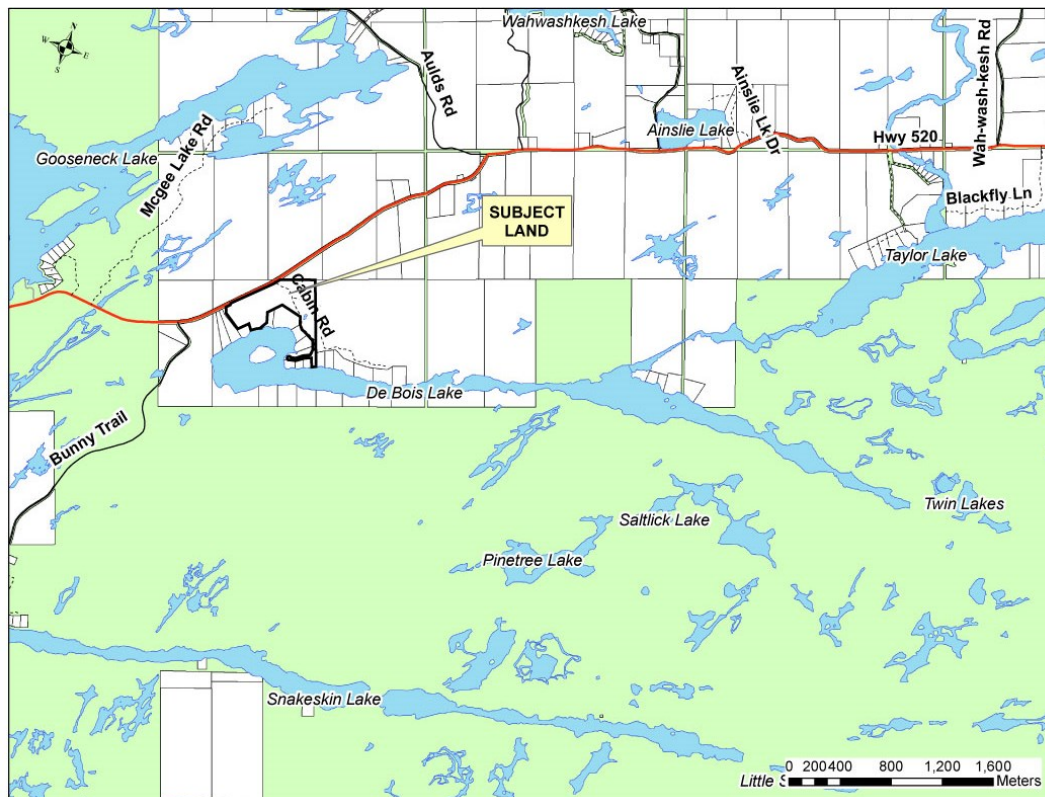
**1160 HIGHWAY NO. 520**

**Applicant: PASAGO PARRY SOUND**

**May 8, 2023**

**APPLICATION PURPOSE**

Two waterfront owners on the south shore of Debois Lake (Jeff Fischer and James McKeen) gain access to their respective lots by means of a campground property on the north side of the lake (formerly Evergreen and Lazy Acres).

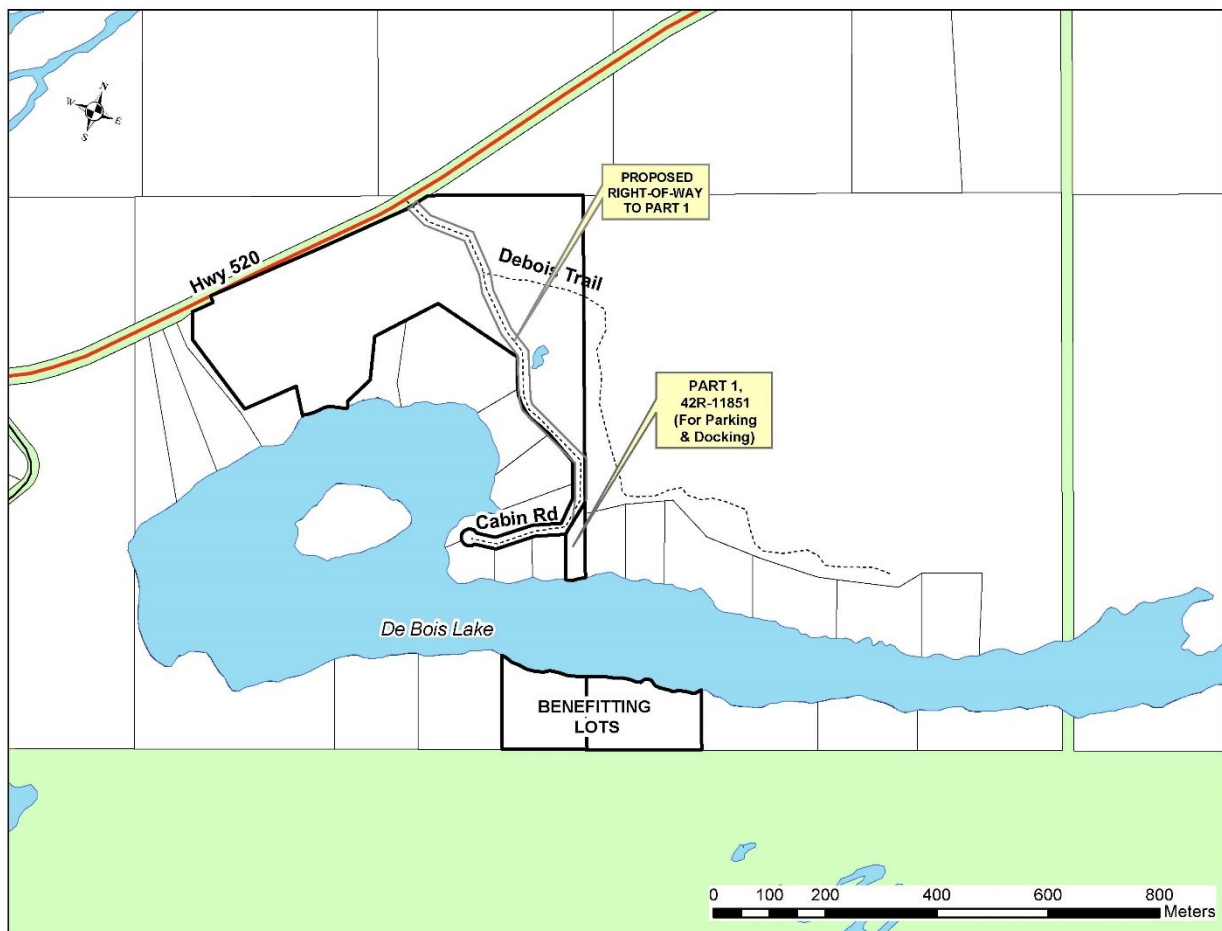


Jeff Fischer and James McKeen have discovered that their water access properties include a reference to the registered right-of-way on the campground lands. However, the campground lands do not include a reference to the right-of-way and there is a concern that this may be a problem for future land transactions.

Given that the current campground owners are quite willing to remedy this deficiency, Mr. Fischer and Mr. McKeen wish to proceed with the right-of-way.

### **PROPOSED CONSENT**

The campground is proposing to further legitimize the Fischer and McKeen landings through this transaction.



The existing access is along Cabin Road, a private lane through the campground from Highway 520 to a shared parking area and dock.

This transaction will simply recognize the existing access arrangements.

## **OFFICIAL PLAN**

There are no official plan conflicts with this consent.

On small lakes, it is always a positive arrangement to ensure that rights-of-way are formally in place. This is not only in the private interest but also in the public interest since it removes pressure from the Municipality to provide access in these circumstances.

## **ZONING BY-LAW**

This is a technical consent and, therefore, there are no zoning concerns.

## **RECOMMENDATIONS**

That there is no objection to the proposed consent for a right-of-way by PASAGO PARRY SOUND as applied for in Consent Application B10/2023(W) subject to:

1. The preparation of the necessary transfer documents; and
2. Payment of any applicable planning fees.

Respectfully submitted,



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



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

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

## MEMORANDUM

**To:** Mayor and Council  
**From:** Maneesh Kulal, Treasurer  
**CC:** Michelle Hendry, CAO/Clerk  
**Date:** May 16, 2023  
**Re:** Operating and Capital/Special Projects Budget 2023

As per the discussions held during the May 1, 2023, Budget Meeting, the draft budget has been updated incorporating Council's recommendations and staff refinements. Changes made since the last document are indicated in red beside each line item, with a negative value for budget estimates that were reduced and a positive value for increases.

A Municipal tax rate increase of 6.5% is proposed in alignment with the CPI of October 2022. Furthermore, there is a proposed overall increase of 4.97% in the Residential Total tax rate

### Debt financing

The following debt financing was approved by the council in the 2022 budget.

### 2022 Capital project debt financing in the year 2023

Account Number	2022 Project	Principal	(6.5% interest for 7 Months)	Debenture Amortization Number of Years
19-601	Municipality Facility Renovation 2022	\$ 155,192.00	\$ 5,884.36	15
19-351-1	Farleys Road, Hwy 124 to Dobson Rd 2022	\$ 25,574.00	\$ 969.68	15
19-351-2	Canning Rd, Karbehuwe Ln to End 2022	\$ 7,968.26	\$ 302.13	15
	Total	\$ 188,734.26	\$ 7,156.17	

A cash flow analysis for Quarter 2 of 2023 has shown a positive trend. As we continue to closely monitor our finances, I recommend that we consider holding off on any debt financing at this

time. If we find there to be a shortage of cash flow, then I provide an update to Council and recommend debt financing in October 2023.

If the cash flow remains stable and sufficient for the rest of the year, there would be no need for debt financing for the 2022 projects.

According to the Asset Management Plan Final Report, dated November 2021, Debt Capacity Analysis, debt capacity used was estimated to be 9.6% for the year 2023. The actual estimated debt capacity used for 2023 is slightly lower at 9.35% than the forecasted level.

**The effect of an increase in municipal tax rates and Total tax rate on the assessed value of properties ranging from \$100,000 to \$500,000.**

**2023 Residential Tax increase impact**

**2023**

Assessment of Property Value	Municipal rate (0.00529679) Tax	Education Rate (0.00153) Tax	Total Tax Rate (0.00682679) Tax
\$100,000.00	\$529.68	\$153.00	\$682.68
\$200,000.00	\$1,059.36	\$306.00	\$1,365.36
\$300,000.00	\$1,589.04	\$459.00	\$2,048.04
\$400,000.00	\$2,118.72	\$612.00	\$2,730.72
\$500,000.00	\$2,648.40	\$765.00	\$3,413.40

**2022**

Assessment of Property Value	Municipal rate (0.00497351) Tax	Education Rate (0.00153) Tax	Total Tax Rate (0.00650351) Tax
\$100,000.00	\$497.35	\$153.00	\$650.35
\$200,000.00	\$994.70	\$306.00	\$1,300.70
\$300,000.00	\$1,492.05	\$459.00	\$1,951.05
\$400,000.00	\$1,989.41	\$612.00	\$2,601.41
\$500,000.00	\$2,486.76	\$765.00	\$3,251.76

**Increase in Municipal Tax 2023 Vs 2022**

Assessment of Property Value	Municipal rate Tax	Total Tax Rate Increase in %
\$100,000.00	\$32.33	4.97%
\$200,000.00	\$64.66	4.97%
\$300,000.00	\$96.98	4.97%
\$400,000.00	\$129.31	4.97%
\$500,000.00	\$161.64	4.97%



## **Road Grant**

The budget for the Road Grant in 2023 considers two factors:

- the x factor, which represents the number of kilometres of road (for 2022, 138.3 km), and
- the y factor, which represents the number of households, (for 2022, 713 households)

The 2023 budget allowed for a 3% increase to each of the x and y factors bringing them to \$370.23 per km and \$56.27 per household.

Additionally, 3% was added to the budget to account for new applications. The total budget for 2023 is \$94,062.71.

## **Budget Shortfall**

Based on the auditor's recommendation during the 2022 audit, the funding shortfall of \$10,940 for the 2023 budget will be addressed using the general surplus from 2022.

Attachment A 2023 Draft Expenditures  
2023 Draft Capital Budget

Attachment B 2023 Draft Revenues

Attachment C 2023 Draft Reserves



# Municipality of Whitestone

2023 Operating and Capital/Special Projects Budget Overview

Maneesh Kulal Treasurer/Tax Collector

## **Revenues approx. -14.62% Decrease from the 2022 Budget**

- ▶ A Municipal tax rate increase of 6.5% is proposed in alignment with the CPI of October 2022. Furthermore, there is a proposed overall increase of 4.97% in the Residential Total tax rate

## **Expenses approx. 7.4 % Increase from the 2022 Budget**

- Salaries adjusted for CPI, collective agreement & benefit increases.
- Mandatory levies overall stable

## Capital \$901,844

- General \$79,000
- Fire – Department– \$3,500
- Public Works Miscellaneous \$44,500
- Roads and Bridges \$212,298
- Public Works – Fleet \$278,895
- Facilities 10,000
- Recreation \$4,000
- Other \$269,651
  - Nursing Station Expansion \$ 156,651
  - Property Purchase \$ 113,000

## Reserves

- Projected 2023 year-end reserve balance approx. \$1.411 million
- 2023 contributions to reserves of \$398,374 (2022 – \$533,882)

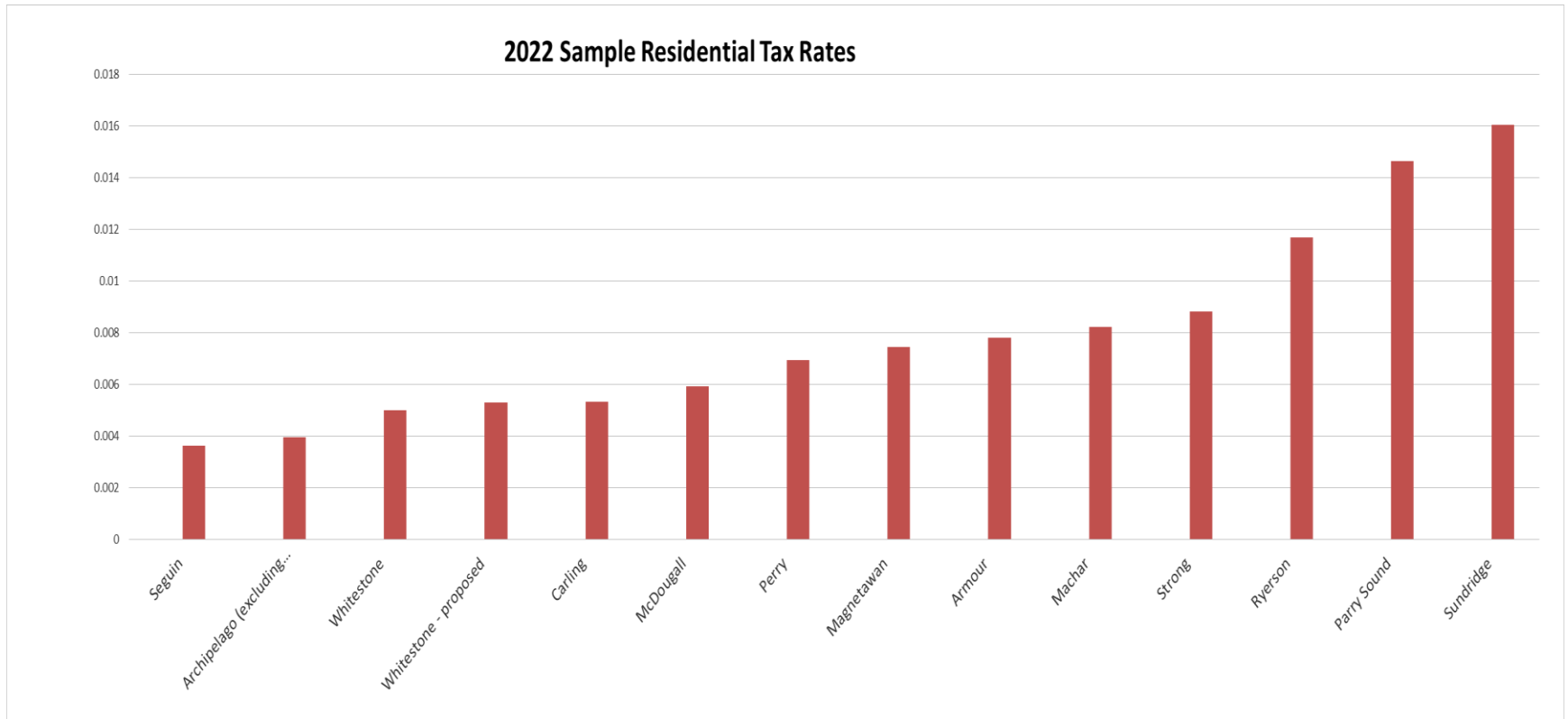
## Debt

- Net Debt Annual Repayment Limit \$611,202.
- New debt proposed in 2023 for 2022 Capital projects:

Account Number	2022 Project	Principal	(6.5% interest for 7 Months)	Debenture Amortization Number of Years
19-601	Municipality Facility Renovation 2022	\$ 155,192.00	\$ 5,884.36	15
19-351-1	Farleys Road, Hwy 124 to Dobson Rd 2022	\$ 25,574.00	\$ 969.68	15
19-351-2	Canning Rd, Karbehuwe Ln to End 2022	\$ 7,968.26	\$ 302.13	15
	Total	\$ 188,734.26	\$ 7,156.17	

As of now:

- The 2022 audit has been completed, and the auditor has reported a general surplus of \$10,940.



## Questions and discussion.





**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

Actual 2022

**As of Dec 31 2022**  
(includes all 2022 expenses subject to Auditor review)

**Budget Proposal**

**Discussions and revisions from May 1, 2023 meeting**

**Expenses**

**Budget**

**2023**

**General Government**

16-090 - Council -Fees	107,908	116,753	113,129	119,698.80	
16-091 - Council - Travel		750	511	1,000.00	
16-092 - Council - Miscellaneous	2,168	2,000	5,109	3,500.00	
16-xxx - Council Electronic Device Allowance				6,500.00	
16-xxx - Council Health Benefits				13,750.00	
16-100 - Admin - Salaries & Benefits	525,713	589,226	538,400	599,625.40	
Admin - Benefits				35,029.72	
16-102 - Admin - Travel Expenses	20	500	403	500.00	
16-103 - Admin - Membership/Subscriptions	5,852	7,500	5,785	5,500.00	
16-104 - Admin - Training Expenses	7,975	3,000	2,311	1,500.00	
16-106 - Admin - Postage Expenses	11,240	12,000	10,904	11,000.00	
16-107 - Admin - Insurance	26,116	27,422	28,130	31,900.00	
16-108 - Admin - Advertising	14,999	8,000	8,005	7,500.00	
16-109 - Admin - Telephone	4,358	4,200	4,091	4,100.00	
16-110 - Admin - Office Supplies	10,665	9,000	12,682	9,000.00	
16-113 - Admin - Office Equipment	5,739	7,500	13,671	7,500.00	
16-115 - Admin - Computer Supplies/Support	27,062	27,000	22,542	24,000.00	
16-116 - Admin - Tax Notices \Forms	814	1,000	827	1,000.00	
16-117 - Admin - Tax Registrations	153			0.00	
16-118 - Admin - Financial Expense	17,405	10,000	10,349	11,000.00	
16-119 - Admin - MPAC Fees	79,219	78,246	78,246	77,802.54	
16-120 - Admin - Legal Expenses	24,644	20,000	55,225	85,940.00	35,940.00
16-120 - 1- Admin - Auditor	10,584	14,000	13,865	13,737.60	
16-121 - Admin - Election	1,234	25,000	17,368	1,300.00	
16-122 - Admin - Donation	10,490	7,500	11,050	10,000.00	
16-123 - Admin - Volunteer Appreciation	4,443	9,200	14,554	11,500.00	
16-124 - Admin - Taxes Written Off	8,486	5,000	4,320	5,000.00	
16-126 - Admin - Communications	3,859	4,000	8,677	13,000.00	
16-131 - HR Contingency	(706)	5,000	17,963	35,000.00	
16-150 - Office - Heating/Hydro	4,028	7,000	6,838	7,000.00	
16-151 - Office - Building Maintenance	321	2,500	2,839	3,500.00	
16-153 - Office - Janitorial Supplies	296	500	561	500.00	
16-161 - Web Site - Maintenance/Wages		750	6,696	6,700.00	
16-162 - High Speed Internet	2,051	2,000	3,225	2,000.00	

**Municipality of Whitestone  
2023 Proposed Budget**

	2021 Actuals	2022 Budget	Actual 2022 As of Dec 31 2022 (includes all 2022 expenses subject to Auditor review)	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
16-163 Asset management reserve contribution		343,055	338,750	293,374.00	15,848.00
<b>TOTAL GENERAL GOVERNMENT</b>	<b>917,135</b>	<b>1,349,602</b>	<b>1,357,028</b>	<b>1,459,958</b>	
<b>Protection to Persons &amp; Property</b>					
<b>Fire</b>					
16-201 - Fire - Firefighters Wages	84,377	88,512	91,003	98,418.10	
16-202 - Fire - Training	2,698	7,000	5,054	7,000.00	
16-202-1 Fire - New Recruitments	4,172	20,000	10,265	15,000.00	
16-203 - Fire - Advertising		100		100.00	
16-204 - Fire - Workplace Safety Ins	7,420	7,500	1,898	7,500.00	
16-205 - Fire - Ambulance Dispatch	3,858	4,179	4,365	4,263.00	
16-206 - Fire - Insurance	29,380	30,849	31,647	34,811.28	
16-206 - 1 Fire - Insurance Helipad Ins	2,214	2,230	2,269	2,382.00	
16-207 - Fire - Drivers Exams	24	600	237	600.00	
16-208 - Fire - Prevention/Education	1,930	2,160	1,138	2,160.00	
16-209 - Fire - Memberships/Mutual Aid	499	545	425	545.00	
16-210 - Fire - Misc	466	2,000	1,540	2,000.00	
16-212 - Fire - Radio Tower & Air	1,797	1,896	1,437	1,896.00	
16-213 - Fire - Radio Licenses	727	1,000	751	1,000.00	
16-216 - Fire - Permits	2,544	2,600	2,544	2,600.00	
16-218 - Fire - Stand Pipe		500		500.00	
16-219 - Fire - Air Bottle Hydrostating	812	1,000	134	1,000.00	
16-220 - Forest Fire Expense (MNR)	231	400		400.00	
16-222 - Fire - Bunker/Safety/Uniforms	5,040	5,800	3,542	5,800.00	
16-222-1 Fire - Turnout/Repair/Cleaning	904	2,400	1,298	2,400.00	
16-223-Fire Vehicle Equipment reserve		10,000	10,000	5,000.00	
16-223-3 Fire - CPA Fire Cost	1,075	1,086	1,075	1,085.00	
16-224 Fire Forest Fire Reserve		20,000	20,000	0.00	
16-224-1 Fire Pump reserve		30,000	30,000	30,000.00	
16-225 - Fire - Hose Replacement	1,163	1,000		1,000.00	
16-227 - Fire - Office Supplies	171		1,507		
16-229 - Fire - Mileage		200		200.00	
16-230 - Fire - Helipad Snow Plowing	1,639	-			
16-232 - Station 1 - Hydro	4,103	2,900	5,944	6,539.00	
16-233 - Station 1 - Minor Purchases	7,740	3,600	4,412	3,600.00	
16-234 - Station 1 - Fuel & Oil	6,821	7,000	6,383	7,000.00	
16-235 - Station 1 - Boat 1	652	554	417	554.00	
16-236 - Station 1 - Heating	2,118	2,500	3,351	3,700.00	
16-237 - Station 1 - Telephone	898	900	987	900.00	
16-238 - Station 1 - Supplies	1,462	1,065	767	1,065.00	

**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

Actual 2022

**As of Dec 31 2022**  
(includes all 2022  
expenses subject to  
Auditor review)

**Budget  
Proposal**

**Discussions and  
revisions from  
May 1, 2023  
meeting**

	2021 Actuals	2022	Actual 2022	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
16-239 - Station 1 - Building Maintenance	678	995	711	995.00	
16-240 Station 1 - Internet	2,051	850	1,819	0.00	
16-241 - Station 1 - Inspections & Repairs		750	295	750.00	
16-242 - Station 1 - 5610 Insp/Repairs (Van)	1,816	2,000	1,655	2,000.00	
16-243 - Station 1 - Snowmobile Inspection/Repairs	30	200		200.00	
16-245 - Station 1 - Radio Equipment/Repairs	176	1,500	1,007	1,500.00	
16-248 - Station 1 - Pumper Inspection/Repairs	1,580	1,700	2,270	2,000.00	
16-250 - Station 1 - Truck #10	1,750	2,700	771	1,700.00	
16-251 - Station 2 - Hydro	1,168	1,255	850	1,255.00	
16-252 - Station 2 - Minor Purchases/Hose	4,351	3,400	3,485	3,400.00	
16-253 - Station 2 - Fuel & Oil	707	1,100	242	1,000.00	
16-254 - Station 2 - 5623 Insp/Rep (Van)	602	2,000	714	1,000.00	
16-255 - Station 2 - Boat 2	153	554	382	554.00	
16-256 - Station 2 - Heating	3,294	2,000	5,436	5,400.00	
16-257 - Station 2 - Telephone	867	835	958	835.00	
16-258 - Station 2 - Supplies	1,738	1,000	592	1,000.00	
16-259 - Station 2 - Building Maintenance	85	316	62	316.00	
16-260.-1Helipad Maintenance		2,000	2,035	0.00	
16-261 - Station 2 - Tanker Inspection/Repairs	550	1,700	1,604	1,700.00	
16-262 - Station 2 - Internet	662	700	1,323	1,500.00	
16-263 - Station 2 - Radio Equipment/Repairs	1,095	1,200	1,646	1,200.00	
16-264 - Station 2 - Snowmobile Inspection/Repairs	30	200	60	200.00	
16-265 - Fire Rating Signs (3)	219	650		650.00	
16-267 - Fire Pro	781	1,300	812	1,300.00	
16-268 - SCBA Testing	1,453	1,500	804	1,500.00	
16-269 - Cell Phone	300	400		400.00	
16-269-1 - Argo/Trailer	153	400	244	400.00	
16-271 Defibrillator Expense	1,344	1,500	753	1,000.00	
16-272-1 - Jaws Mtce/Training	-	500		500.00	
<b>Total Fire</b>	<b>204,564</b>	<b>297,281</b>	<b>274,924</b>	<b>285,273</b>	
<b>Other Protection</b>					
16-270 - Emergency Plan	4,852	3,700	1,573	1,700.00	
16-272 - Biosphere Monitoring (GBB)	3,999			0.00	
16-273 - Animal Control	560	750	310	300.00	
16-273 - 1 - Wildlife Compensation Prog		750		300.00	
16-274 - Policing Levy	431,763	422,767	418,413	415,217.00	
16-275 - By-Law Enforcement	22,468	23,500	22,447	24,000.00	
<b>Total Other Protection</b>	<b>463,643</b>	<b>451,467</b>	<b>442,743</b>	<b>441,517</b>	
<b>Building Department</b>					
16-280 - Salaries	91,407	110,991	122,041	121,419.86	
16-279 - Building Department Truck Fuel	1,493	1,700	1,004	1,000.00	
16-281 Supplies	3,106	2,000	5,293	2,500.00	
16-283-1 Cell Phone	465	450	378	450.00	
16-284 - Training/Seminar	117	1,000		1,000.00	
16-285 Memberships	7,408	6,000	5,855	6,000.00	
16-290 - Truck Maintenance	2,388	7,500	7,311	4,000.00	
16-291-1 Mileage	32	0		0.00	
	<b>106,416</b>	<b>129,641</b>	<b>141,882</b>	<b>136,370</b>	
<b>TOTAL PROTECTION TO PERSONS &amp; PROPERTY</b>	<b>774,623</b>	<b>878,389</b>	<b>859,548</b>	<b>863,160</b>	

**Municipality of Whitestone  
2023 Proposed Budget**

	2021 Actuals	2022 Budget	Actual 2022 As of Dec 31 2022 (includes all 2022 expenses subject to Auditor review)	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
<b>Transportation Services</b>					
<b>Operating Expenses</b>					
16-300 - Roads - Wages	464,734	478,553	465,101	489,482.52	-34,022.05
16-302 - Roads - Benefits	-		22,300	34,022.05	34,022.05
16-303 - Roads - Office-Supplies/Memberships	1,923	2,000	978	1,000.00	
16-304 - Roads - Office-Training	8,553	9,000	1,293	5,000.00	
16-305 Road Misc Visa Unallocated			387		
16-306 - Roads - Office-Tower/Radio Licences	727	1,000	1,134	1,200.00	
16-310 - Roads - GPS Maintenance	557	1,000	1,799	2,700.00	
16-316 - Garage - Miscellaneous	900	2,500	405	1,000.00	
16-320 - Garage - Mtc/Supplies/Tools	19,466	13,000	13,635	13,000.00	
16-321 - Garage - High Speed Internet	1,282	1,300	1,388	1,400.00	
16-322 - Roads - Cell Phone	1,647	1,300	842	1,200.00	
16-323 - Garage - Hydro	1,889	2,000	2,554	2,700.00	
16-324- Garage - Telephone	2,609	800		720.00	
16-329 - Garage - Heating	6,306	8,000	9,999	10,000.00	
16-331 - Garage - Insurance	1,436	1,508	1,547	1,701.88	
16-334 - Garage - Bldg Mtce	4,610	5,000	4,571	5,000.00	
16-337 - Culverts - Goods & Services	1,018	12,000	4,132	4,500.00	
16-343 - Road Side Brushing	14,715	17,000	12,866	14,000.00	
16-342 - Invasive Species	1,900	2,500		0.00	
16-344 - Road Sweeping	964	4,000	2,894	3,500.00	
16-345 - Road East Townline Washout	29,660			0.00	
16-350 - Ditching - Goods & Services	8,999	14,000	13,799	0.00	
16-355 - Beaver Dams - Goods & Services	100	500		500.00	
16-360 - Hardtop Patching - Goods & Services	3,323	4,500	10,250	9,000.00	
16-365 - Grading - Goods & Services	2,220	2,500		0.00	
16-370 - Dust Control - Goods & Services	40,581	46,000	45,794	50,000.00	
16-375 - Gravel - Summer Maintenance	142,495	180,000	179,416	195,000.00	
16-386 - Sanding/Salting - Goods & Services	30,019	38,000	41,184	40,000.00	
16-389 - Road Side Grass Cutting	5,104	5,400	5,104	5,500.00	
16-391 - Sign/Safety - Goods & Services	8,792	8,000	7,148	5,000.00	
16-393 - 4 X 4 Truck - Maintenance	18,995	4,000	5,189	0.00	
16-394 - 4 X 4 Truck - Fuel	6,695	3,500	4,016	0.00	
16-394 - 1 - Dodge Ram 2018 Mtc	1,649	3,000	900	2,500.00	
16-394 - 2 - Dodge Ram 2018 Fuel	2,557	2,500	3,932	4,000.00	
16-396 - Misc - Goods & Services	-		9,083	9,100.00	
16-398 - Turn Around Upgrades	3,373	3,000	3,053	2,500.00	
16-399 - Boat Launches	4,410	3,500	3,801	4,500.00	

**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

Actual 2022

**As of Dec 31 2022**  
 (includes all 2022  
 expenses subject to  
 Auditor review)

**Budget  
Proposal**
**Discussions and  
revisions from  
May 1, 2023  
meeting**

	2021 Actuals	2022 Budget	Actual 2022 As of Dec 31 2022 (includes all 2022 expenses subject to Auditor review)	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
16-400-7 CN Crossing Construction	327		653	0.00	
16-402 - Tandem Freightliner - Maintenance	46,282	24,000	30,932	22,000.00	
XXXX Fleet Insurance				29,044.89	
16-403 - Tandem Freightliner - Fuel	12,508	12,000	17,532	19,000.00	
16-404 - Single Axle Freightliner - Maintenance	19,087	13,500	18,763	17,000.00	
16-404-1 - Single Axle Freightliner - Fuel	11,056	10,000	14,480	14,000.00	
16-404-2 Freightliner - Snow Plow Fuel	18,085	11,000	18,034	19,000.00	
16-404-3 Freightliner - Snow Plow Mtce	984	10,000	19,896	19,000.00	
16-407-5 Ton Maintenance			47	0.00	
16-407-1 New-1 ton Maintenance		1,000	825	1,500.00	
16-408-5 Ton Fuel			1,524	0.00	
16-408-1New One Ton Fuel		3,500	6,931	6,500.00	
16-405 - Harris Lake Road Association	1,200	1,200	1,000	1,000.00	
16-409 - Tandem International - Maintenance	21,747	8,000	15,853	9,000.00	
16-411 - Tandem International - Fuel	6,531	6,500	6,662	7,000.00	
16-412 - Float Maintenance	987	1,000	235	500.00	
16-414 - Bunny Trail RR X - Maintenance	3,265	4,000	3,265	3,300.00	
16-421 - Grader - Maintenance	26,850	30,000	35,282	24,000.00	
16-423 - Grader - Fuel	12,261	13,000	17,740	17,000.00	
16-426 - Backhoe - Maintenance	26,605	13,000	22,602	2,400.00	
16-426-1New Backhoe Maintenance <b>John Deer</b>		1,000	147	2,500.00	
16-427 - Backhoe - Fuel <b>Case</b>	7,043	3,000	7,016	1,000.00	
16-427-1New Backhoe Fuel <b>John Deer</b>		4,000		5,000.00	
16-439 - Street Lights	3,977	4,000	3,155	4,000.00	
16-440-4 Roads Grant	83,730	87,649	86,073	94,062.71	
16-442 Road Reserve Equipment		25,000	25,000	25,000.00	
16-443 Road Reserve Construction`		20,000	20,000		
<b>xx-xxx</b> Hyundai Excavator Maintenance				2,000.00	
<b>xx-xxx</b> Hyundai Excavator Fuel				5,000.00	

**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

Actual 2022

**As of Dec 31 2022**  
 (includes all 2022  
 expenses subject to  
 Auditor review)

**Budget  
Proposal**
**Discussions and  
revisions from  
May 1, 2023  
meeting**
**Loans/Debentures**

	2021 Actuals	2022 Budget	Actual 2022 As of Dec 31 2022 (includes all 2022 expenses subject to Auditor review)	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
16-441-11 Tandem Plow Loan(Freightliner)	77,102	77,102	77,102	77,102.00	
16-441-5 Roads Garage Debenture	37,281	37,281	37,281	37,281.00	
16-441-7 Bunny Trail Culvert Debenture	10,503	19,992	19,992	19,992.00	
16-441-9 Bunny Trail Construction Debenture	60,366	59,198	59,198	58,030.00	
16-442 1 Canning Road Debenture	4,832	9,664	9,664	9,664.00	
16-442-2 Balsam Road Debenture	4,832	9,664	9,664	9,664.00	
16-441-12 2022 Backhoe Loan		10,030	7,066	42,398.08	
16-442-3 Boakview, Whitestone,Bunny Trail DEB		14,120	1,379	37,198.34	
16-442-4 2022 Roads Construction Loan (interest)		600			
Municipal Facility Construction Loan (Interest)		1,238			
16-441-13 Land 2022 TD Loan			22,191	66,574.20	
XXX Debt Financing 2023 INT (2022 Capital Project \$188,734.26 for 7 months Interest 6.5%)				7,156.17	-12,938.98

**TOTAL TRANSPORTATION SERVICES****INCLUDING LOAN/DEBENTURES****1,341,650****1,426,098****1,497,677****1,634,594****Environmental Services**

16-444-2 - Landfill Wages	116,500	91,958	96,833	117,721.00	
16-444-1 - York Landfill - Training	25	500	351	500.00	
16-444 - York Landfill - Miscellaneous	3,567	2,500	142	0.00	
16-446 - York Landfill - Supplies	1,442	2,500	1,056	1,100.00	
16-446 - 1 York Landfill - Hydro	587	700	472	700.00	
16-447 - York Landfill -Compaction/Cover	13,493	7,000	6,833	0.00	
16-448 - York Landfill - Recycling	19,901	20,000	35,067	35,500.00	
16-452 - York Landfill - Maintenance	1,634	2,000	1,908	2,000.00	
16-452-2 - York Landfill - Compactors Maintenance	4,013	4,000	4,277	3,500.00	
16-455 - York Landfill - Hazardous Waste	10,606	11,000	11,000	10,000.00	
16-456 - York Landfill - Monitoring	13,322	12,500	8,048	14,000.00	
16-457 - York Landfill - Heating	213	750	731	750.00	
16-457 - 1 - York Landfill - Internet	1,712	1,900	1,929	1,950.00	
16-459 - York Landfill - Bulk Waste	10,240	9,000	10,197	9,000.00	
16-466 - Auld Landfill - Supplies	773	1,000	776	800.00	
16-466-1 Auld Landfill - Hydro	854	1,000	1,077	1,100.00	
16-467 - Auld Landfill - Compaction/Cover	8,974	7,000	4,197	0.00	
16-468 - Auld Landfill - Recycling	22,374	17,000	15,615	16,000.00	
16-471 - Auld Landfill - Bulk Waste	10,133	8,000	9,901	9,000.00	
16-472 - Auld Landfill - Brushgrinding	9,016	9,500	15,814	10,000.00	
16-473 - Auld Landfill - Maintenance	1,609	2,000	1,268	1,300.00	
16-473-1 - Auld Landfill - Compactors Maintenance	(272)	2,000		1,000.00	
16-476 - Auld Landfill - Miscellaneous/Training	223	500		500.00	
16-477 - Auld Landfill - Hazardous Waste			2,053	0.00	
16-478 - Auld Landfill - Monitoring	5,317	7,500	5,556	5,500.00	
16-479 - Auld Landfill - Heating	384	500	859	900.00	
16-479 - 1 - Auld Landfill - Internet	944	1,000	605	1,000.00	
16-480 Reserve Landfill Sites		10,000	10,000	10,000.00	
16-483 - WahWashKesh Dam		2,500		0.00	
16-486 Wah-Wash-Kesh Land Use	93	200	187	0.00	
16-485 - Harris Lake Depot	7,632	2,500	2,748	2,800.00	
16-458 - Parry Sound Industrial Park	14,590	14,590	14,736	15,030.96	
16-484-1Benthic Monitoring		5,700	5,635	6,200.00	
16-484 - ICECAP		10,500	8,000	9,730.00	

**Municipality of Whitestone  
2023 Proposed Budget**

	2021 Actuals	2022 Budget	Actual 2022 As of Dec 31 2022 (includes all 2022 expenses subject to Auditor review)	Budget Proposal	Discussions and revisions from May 1, 2023 meeting
16-484-2 Lake Planning		5,000	0	0.00	
16-484-3 Misc. Initiatives		3,000	1,746	2,500.00	
<b>TOTAL ENVIRONMENTAL SERVICES</b>	<b>279,901</b>	<b>277,298</b>	<b>279,618</b>	<b>290,082</b>	
<b>Health Services</b>					
16-549 - Health Unit Operating (Levy)	29,490	30,459	30,459	30,961.48	
16-550 - Ambulance Levy	187,304	198,506	198,506	208,562.71	
<b>Total Health Services</b>	<b>216,794</b>	<b>228,965</b>	<b>228,964</b>	<b>239,524</b>	
<b>Cemetery</b>					
16-501 - Cemetery - Audit					
16-501 - 1 Cemetery - Staking Fees	1,573	1,500	1,550	1,500.00	
16-502 - Cemetery - Memberships	243	340	342	400.00	
16-502 - 1 - Cemetery - Travel Expenses/Training	427			0.00	
16-502 - 2 - Cemetery - Software		750	448	500.00	
16-505 - Fairholme Cemetery - Grasscutting	1,420	2,700	2,515	3,400.00	
16-506 - Fairholme Cemetery - Materials/Misc	37	1,750	204	4,350.00	
16-513 - Maple Is Cemetery - Materials/Misc		500	522	1,000.00	
16-515 - Maple Is Cemetery - Grasscutting	1,420	2,700	1,500	2,000.00	
16-522 - Whitestone Cemetery - Materials		500	509	500.00	
16-524 - Whitestone Cemetery - Grasscutting	1,420	2,700	750	1,500.00	
<b>Total Cemetery</b>	<b>6,540</b>	<b>13,440</b>	<b>8,340</b>	<b>15,150</b>	
<b>TOTAL HEALTH SERVICES</b>	<b>223,334</b>	<b>242,405</b>	<b>237,304</b>	<b>254,674</b>	
<b>Social &amp; Family Services</b>					
16-618 - Dist Soc Services (DSSAB) Levy	262,259	264,531	264,531	273,582.00	
16-628 - Belvedere Home - Operating (Levy)	40,706	72,105	72,106	71,986.00	
<b>TOTAL SOCIAL &amp; FAMILY SERVICES</b>	<b>302,965</b>	<b>336,636</b>	<b>336,637</b>	<b>345,568</b>	
<b>Recreation &amp; Culture</b>					
<b>Facilities</b>					
16-699 - Facilities - Wages	82,855	87,910	93,686	85,319.18	
16-702 - Dunchurch Hall - Supplies	1,417	1,300	1,738	1,670.00	
16-703 - Dunchurch Hall - Building Maintenance	3,892	2,500	10,090	3,000.00	
16-704 - Dunchurch Hall - Heating	3,619	4,000	4,753	5,000.00	
16-705 - Dunchurch Hall - Hydro	1,999	3,000	3,292	3,500.00	
16-706 - Dunchurch Hall - Telephone	585	600	647	600.00	
16-707 - Dunchurch Hall - Insurance	5,223	5,484	5,626	6,188.67	
16-707-1 - Facilities - Training	25	1,000		500.00	
16-707-2 Bolger lake Landing			3,969	0.00	
16-710 - Dunchurch Hall - High Speed Internet	1,282	1,300	3,306	2,000.00	
16-716 - Maple Is Hall - Supplies		300		300.00	
16-718 - Maple Is Hall - Building Maintenance		1,000	1,454	500.00	
16-719 - Maple Is Hall - Hydro	2,263	2,300	442	2,400.00	
16-720 - Maple Is Hall - Telephone/Internet	1,931	2,000	2,007	2,000.00	

**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

Actual 2022

**As of Dec 31 2022**  
(includes all 2022  
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**Budget  
Proposal**

**Discussions and  
revisions from  
May 1, 2023  
meeting**

16-725 - Maple Is Hall - Insurance	1,306	1,371	1,407	1,547.16	
16-731-1 2125 HWY 124 Property Maintnace			2,060	1,000.00	
16-731-3 2125 HWY 124 -Hydro				2,000.00	
xxx 2125 HWY 124-Insurance				2,500.00	
xxx 2211 HWY 124 Property Maintenance				1,000.00	
xxx 2211 HWY 124-Insurance				0.00	
16-741 - Pavilion - Supplies	99	1,200	219	700.00	
16-741-1 - Pavilion Heating	1,051	1,200	1,234	1,300.00	
16-742 - Pavilion - Building Maintenance	8,156	3,000	2,869	2,500.00	
16-743 - Pavilion - Hydro	975	1,000	1,221	1,300.00	
16-745 - Pavilion - Insurance	3,264	3,428	3,516	3,867.92	
16-762 - Maple Is Park - Building Maintenance	87	150	854	500.00	
16-767 - Municipal Flowers	1,192	1,300	909	900.00	
16-768 - Storage Garage - Hydro		3,500		0.00	
16-769 - Facilities / Parks Maintenance	3,526	500	3,378	3,000.00	
16-774 Facility Reserve- Vehicle		10,000	10,000	0.00	
16-395 - Used Truck- Fuel	3,815			0.00	
16-395-1 - Used Truck- Maintenance	1,101			0.00	
xxx - New2023 Truck- Fuel				0.00	
XXX New 2023 - Truck- Maintenance				1,000.00	
16-775 - Facilities Truck - Maintenance	2,269	2,000	3,365	4,000.00	
16-776 - Facilities Truck - Fuel	415	4,000	4,768	4,000.00	
16-777 - Municipal Building Mtce	2,918	2,500	992	3,500.00	
16-778 - Water Maintenance	2,172	3,500	6,807	2,500.00	
16-779 - Water Testing	1,488	1,500	1,387	1,500.00	
16-781 - Dunchurch Dock - Beach Maintenance	687	2,000	2,685	1,500.00	
16-782- Infrastructure Reserve		30,000	30,000		
16-783 - Cell Phone				0.00	
16-784 - Mower Expense (small equipment)	1,395	1,000	816	1,200.00	
<b>Total Facilities</b>	<b>141,008</b>	<b>185,843</b>	<b>209,498</b>	<b>154,293</b>	
<b>Recreation</b>					
16-787 - Recreation - Public Pay Telephone	611	600	611	600.00	
16-790 - Recreation - Committee Programs	7,164	22,000	12,376	15,000.00	
16-790-2 Recreation-Capital-Playground Equip	47			0.00	
16-791-2 Recreation Equip & Education/Training				500.00	
16-790-4 Swim Program		5,000	984	4,000.00	
<b>Total Recreation</b>	<b>7,821</b>	<b>27,600</b>	<b>13,970</b>	<b>20,100</b>	
<b>After School Program</b>					
16-798 - After School Program	10,523	14,200	12,521	13,500.00	
16-798-1 After School Program-Supplies	546	600		400.00	
	<b>11,069</b>	<b>14,800</b>	<b>12,521</b>	<b>13,900</b>	
<b>Total Recreation &amp; After School Program</b>	<b>18,890</b>	<b>42,400</b>	<b>26,491</b>	<b>34,000</b>	



**Municipality of Whitestone  
2023 Proposed Budget**

2021 Actuals

2022

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**As of Dec 31 2022**  
(includes all 2022 expenses subject to Auditor review)

**Budget Proposal**

**Discussions and revisions from May 1, 2023 meeting**

Budget

**Thrift Shop**

16-793 - Recreation - Thrift Shop Donations		13,000	16,250	14,000.00	
16-794 - Recreation - Thrift Shop Expenses		250		250.00	
<b>Total Thrift Shop</b>	<b>-</b>	<b>13,250</b>	<b>16,250</b>	<b>14,250</b>	

**Library**

16-803 - Library - Expenses	89,507	93,636	98,324	116,795.77	5,500.00
16-806 - Library - Building Maintenance	2,663	3,000	5,790	3,000.00	
<b>Total Library</b>	<b>92,170</b>	<b>96,636</b>	<b>104,115</b>	<b>119,796</b>	

**TOTAL RECREATION & CULTURE 252,068 338,129 356,353 322,339**

**Planning & Development**

16-811 - Nursing Station Expenses	1,759	1,500	1,469	1,500.00	
16-818 - 911 Expenses	214	500	1,125	500.00	
16-819 - 911 Levy	2,400	2,400	1,207	1,219.07	
16-841 - Parry Sound Planning Board	5,000	5,000	5,000	5,000.00	
16-843 - Planning & Development	47,623	40,000	66,598	50,000.00	
16-844 - Planning-Capital-Official Plan/Zoning	651	0			
16-844-1 Parkland Reserve Contibution			40,131.51	35,000.00	35,000.00
<b>Toal Planning &amp; Development</b>	<b>57,647</b>	<b>49,400</b>	<b>115,530</b>	<b>93,219</b>	

**Community Economic & Development**

16-845 - Tourisium Orientation Destination Signs	4,983	5,000	2,422	2,500.00	
16-845-1 - Walking Trails - Maintenance/Land Use	137	500	392	500.00	
16-845-2 - CIINO	11,750	6,041	6,250	6,250.00	
<b>Total Community &amp; Development</b>	<b>16,871</b>	<b>11,541</b>	<b>9,064</b>	<b>9,250</b>	

**TOTAL PLANNING & DEVELOPMENT 74,517 60,941 124,594 102,469**

**TOTAL OPERATING EXPENSES 4,166,193 4,909,498 5,048,759 5,272,844**

**TOTAL CAPITAL EXPENSES 761,400 2,734,079 2,270,723 901,844**

**TOTAL MUNICIPAL EXPENSES 5,166,217 7,643,578 7,319,482 6,174,688**

**School Boards 981,154 968,336 987,657 979,263**

**TOTAL EXPENSES MUNICIPAL & SCHOOL REVENUES 6,147,371 8,611,914 8,307,139 7,153,952**

**75,313 -246,146 -162,487 -10,940 79,349**





2023 Proposed Capital Budget & Special Projects & Five Year Forecast			2022 Approved Budget	Actual 2022 as of December 31	2023 Draft/Budget Proposal	from May 1 discussions	from April 11 discussions	Reserve	Grant	Debt	Donations	TBD	Note
DEPARTMENT	PROJECT												
New	Hyundai Excavator				236,895			236895					ASST MGT RESE
New	Thumb for Backhoe and adaptor						-17,500						
New	Reversible Plow												
Sub-total			295,000		278,895		-17,500						
<b>Landfill</b>													
	Landfill capital Auld Landfill shed	19-812		4,554									
Sub-total													
<b>Facilities</b>													
	Electronic Notice Sign at CC	19-714	20,000	21,203									
New	AODA - automatic door openers (Dundome and CC two washrooms)						-12,500						
New	Concrete work Community Centre and Library				10,000			10000					ASST MGT RESE
New	Parking Lot extention - Nursing Station						-12,000						
New	Community Centre Chairs (50)												
New	Community Centre Siding												
<b>Library</b>													
	Electronic Sign at Library	19-553	25,000	25,000									
Sub-total			45,000		10,000		-24,500						
<b>Recreation</b>													
	Installation of Sunshades	19-808	3,000	1,539									
	Gate for Ball Park	19-810	3,000	244									
	Gooseneck Lake Dock	19-811	15,000	15,499									
	Pick Up Truck												
New	Sun shade												
New	Farleys Road Boat Launch + signage				4,000		-7,000	4,000					Park land reserv

2023 Proposed Capital Budget & Special Projects & Five Year Forecast				2022 Approved Budget	Actual 2022 as of December 31	2023 Draft/Budget Proposal	from May 1 discussions	from April 11 discussions	Reserve	Grant	Debt	Donations	TBD	Note
DEPARTMENT	PROJECT													
New	General Boat Launch Improvements							-20,000						
Sub-total				21,000		4,000		-27,000						
<b>Other</b>														
Carry Over	Municipality Facility Renovation		19-601	165,000	155,192									
	Nursing Station		19-701	917,079	761,343	156,651				132931		31018	-7,298	
	Purchase of Property (Frankland)			115,500	10,180	113,000			113,000					Park land
	Land Purchase (The former Twist Restaurant)		19-809	695,000	723,575									
	Pool & Wellness			0	0		250,000							
Sub-total				1,892,579		269,651								
<b>TOTAL</b>				<b>2,734,079</b>	<b>2,270,723</b>	<b>901,844</b>	<b>250,000</b>		<b>563,564.16</b>	<b>314,559.34</b>	<b>-</b>	<b>31,018.00</b>	<b>(0.01)</b>	

Municipality of Whitestone

2023 Proposed Budget Report	2021 Actuals	2022 Budget	Actual 2022 Dec 31 2022	Budget Proposal 2023	Discussions and revisions from May 1, 2023 meeting
<b>Revenue</b>					
14-110 - Taxation Revenue: General Levy	2,944,247	3,071,087	3,070,863	3,319,138	
14-210 - English Public School Taxes	963,792	968,336	969,075	<b>979,263.24</b>	
14-310 - French Public School Taxes	2,451		2,451		
14-315 - English Separate School Taxes				<b>0.00</b>	
14-430 - In Lieu of Taxes	8,916	7,317	9,970	<b>7,881.18</b>	
14-431 - Supplemental Taxes	46,330	32,000	63,427	<b>65,000.00</b>	
14-432 - Supplemental Taxes - English Public	14,911		19,861		
15-100 - Interest Earned from Bank Balance	3,926	4,000	26,623	<b>17,000.00</b>	
15-110 - LCBO Rent	10,560	10,560	10,560	<b>10,780.00</b>	
15-121 - Nomination Fees			1,000	<b>0.00</b>	
15-310 - Miscellaneous Office Revenue	9,163	8,000	3,847	<b>5,000.00</b>	
15-311 Sale of land/ Property / Vehical			23,119	<b>0.00</b>	
15-329 Roads Damage Deposit	-			<b>0.00</b>	
15-330 - Roads Revenue	2,350	2,500	10,500	<b>4,500.00</b>	
15-335 Miscellaneus Revenue			1,820	<b>0.00</b>	
15-346 - Garbage Tipping Fees	24,444	20,000	1,203		
15-346-1LandFillYork POS			4,050	<b>15,000.00</b>	
15-346-2LandFill AULD POS			11,210		
15-346-5 Landfill revenue -York Bag tags			50	<b>50.00</b>	
15-346-5 - Scrap Metal	39,475	25,000	29,190	<b>29,000.00</b>	
15-370 - Recreation Revenue	482	500	795	<b>800.00</b>	
15-371 - Hall Rental Revenue	560	1,000	759	<b>800.00</b>	
15-373 - After School Program	11,888	15,000	11,681	<b>12,000.00</b>	
15-380 - Planning & Zoning Revenue	37,389	22,000	37,101	<b>37,000.00</b>	
15-381 - Consents-Road Upgrades				<b>0.00</b>	
15-382 - Road Closing Revenue				<b>0.00</b>	
15-383 - Unrecorded Revenue				<b>0.00</b>	
15-384 - Farleys Parking Permits	1,190	1,200	805	<b>800.00</b>	
15-385 - Rental Units	4,000	4,000	3,800	<b>4,000.00</b>	
15-390 - Dog Tags	640	1,000	2,010	<b>2,000.00</b>	
15-391 - Kennel License	75	75		<b>75.00</b>	
15-395 - Community Development Revenue			851	<b>0.00</b>	

Municipality of Whitestone

2023 Proposed Budget Report	2021 Actuals	2022 Budget	Actual 2022 Dec 31 2022	Budget Proposal 2023	Discussions and revisions from May 1, 2023 meeting
15-396 - 9-1-1 Revenue	640	350	670	500.00	
15-401 - Grants-Provincial (Cannabis)	5,000			0.00	
15-502 - Railway ROW	27,244	27,244	27,244	27,244.00	
15-503 - Grant-Waste Diversion Ontario	38,078	20,000	69,829	82,819.00	
15-503-1 - Ontario Electronic Stewardship	211		260	0.00	
15-504 - Ontario Municipal Partners Fund	988,100	988,300	988,300	1,140,000.00	
15-504-2 -Safe Restart Program	78,273			0.00	
15-504-3 - Modernization Grant	15,881		14,098	6,000.00	
15-507-3 - OCIF - Capacity Program	50,000	100,000	100,000	115,000.00	
15-505-2NOHFC - Nursing Station		500,000	293,570	92,826.17	
15-505-5NORDS - Gravel		238,798	238,783	119,391.40	
15-505-6 ICIP COVID - Nursing Station		100,000	59,895	40,105.00	
15-507-8 - Invasive Species	1,000		2,085	0.00	
15-508 - Federal Gas Tax Revenue	113,957	58,102	58,102	60,628.34	
15-510 - Aggregate Resource Lic Fee	6,503	6,500	5,604	6,000.00	
15-510 - 5 - Provincial Offences Revenue	7,901	5,500	2,648	3,000.00	
15-511 - Court Security Program	195			0.00	
15-522 - Fire Revenue(MTO on site)	7,969		3,132	4,500.00	
15-525 - Fire - Smoke Alarms/Carbon Monoxide	322	500	78	100.00	
15-527 - Fire-Helipad Maintenance	3,500	3,500	3,500	3,500.00	
15-570 Grant Recreation			1,160	1,560.00	
15-571 - Recreation Revenue - Thrift Shop		13,000	16,323	14,000.00	
15-571-2-Seniors Xmas Revenue				0.00	
15-720 - Licences/Permits	188,368	100,000	145,626	135,000.00	
15-721 - Tax Certificates	3,025	3,000	2,114	2,000.00	
15-722 - Trailer Licence Fees					
15-723 CBO Shared Services			209	500.00	
15-750 - Penalty/Interest	57,974	58,000	59,324	58,000.00	
15-751 - Shore Road Allowance Revenue	9,960	10,000	2,000	3,000.00	
15-753 - Parkland in Lieu Payments	28,950		35,725	35,000.00	35,000.00
15-754 - Parkland Interest Income	674		4,407	0.00	
15-770 - Sales (Land)	120,000	4,000		0.00	
15-773 - Nursing Station Maintenance Revenue	1,200		1,062	1,062.00	
15-790 - Transfer Between Funds -Capital	93,359	510,400	217,987	563,564.16	25,000.00
15-790 - Transfer Between Funds - Operating				0.00	

Municipality of Whitestone

2023 Proposed Budget Report	2021 Actuals	2022 Budget	Actual 2022 Dec 31 2022	Budget Proposal 2023	Discussions and revisions from May 1, 2023 meeting
15-842 - Rezoning Revenue				0.00	
15-816 - Tandem Snow Plow				0.00	
15-796 Canning Road Reconstruction	127,611			0.00	
15-793 - Bunny Trail Culvert Financing				0.00	
15-797-Library Financing-Donations	5,000			0.00	
15-xxx - Active Transportation Fund (Dunchurch Sidewalk)				6,000.00	
15-798 Nursing Station Expansion Donations		253,769	294,537	1,018.00	
15-798 Nursing Station Transfer from Deferred Revenue		47,731			
xx-xxx Nursing Station - donation, WPSHC Foundation				30,000.00	
15-799 Balsam Rd Surface Treatment Financing	115,000			0.00	
15-822 Boakview Bridge Repairs Financing			85,891		
15-823 Whitestone Lake Road repair Financing			166,125		
15-824- Bunny Trail Financing			49,627		
15-825-2022 Financing for facility		165,000		0.00	
15-826-2022Bank Financing for Backhoe		185,000	183,115	0.00	
15-827 2022 Financing for Roads Debt		78,498		0.00	
15-828 2022 Financing Land Purchase		695,000	695,000	0.00	
15-800 WSIB rebate 2023				11,606.22	
xxx Sale of 2016 Case 590 Backhoe				50,000.00	
xxx Suplus Items (general Restaurant equip) new property				12,000.00	
xxx Used Float (no longer in use)				7,000.00	
XXX XXXFinancing 2023				0.00	
<b>Total Revenue</b>	<b>6,222,684</b>	<b>8,365,767</b>	<b>8,144,652</b>	<b>7,143,011</b>	<b>60,000</b>



2023 Draft Reserves Budget

Reserve	2020 Budgeted Closing Balance	2021 Actual Transfers In	2021 Actual Transfers Out	2021 Actual Closing Balance	2022 Budgeted Transfers In	2022 Budgeted Transfers Out	2022 Budgeted Closing Balance	2023 Budgeted Transfers In	2023 Budgeted Transfers Out	2023 Budgeted Closing Balance	Note
Parkland	140,016	29,624		169,641	40,132	- 21,871	187,901	35,000	- 117,000	105,901	
Fire Pumper	111,118	30,000		141,118	30,000		171,118	130,000		301,118	
Fire Vehicle/Equipment	34,000	10,000		44,000	10,000	- 2,500	51,500	5,000		56,500	
Forest Fire Reserve	110,533	20,000		130,533	20,000		150,533		- 100,000	50,533	\$100,000 of this reserve is to be moved to Fire pump reserve
Roads Equipment Reserve	163,226	25,000	- 19,390	168,836	25,000	- 88,593	105,243	25,000	- 45,500	84,743	
Asset Management				383,129	388,750	- 63,231	708,648	293,374	- 401,064	600,958	
Reserve Thrift Shop	24,290			24,290			24,290			24,290	
Landfill Reserve	8,718	10,000		18,718	10,000		28,718	10,000		38,718	
Cemetery Reserve	2,478			2,478			2,478			2,478	
Cemetery Capital	13,721			13,721			13,721			13,721	
Gas Tax	-			-			-			-	
Kashe Dam	12,000			12,000			12,000			12,000	
Building Reserve		54,000		54,000		- 16,792	37,208			37,208	
Building Vehicle Reserve	43,000			43,000			43,000			43,000	
Facilities Vehicle Reserve	19,854	10,000		29,854	10,000		39,854			39,854	
Library (Expansion/Sign)	25,000			25,000		- 25,000	0			0	
<b>Total</b>	<b>707,955</b>	<b>188,624</b>	<b>-19,390</b>	<b>1,260,318</b>	<b>533,882</b>	<b>-217,987</b>	<b>1,576,213</b>	<b>498,374</b>	<b>- 663,564</b>	<b>1,411,023</b>	

16-443 Road Reserve Construction\* 20,000 20,000 Noting for 2023 consolidated in Asset management  
 16-782- Infrastructure Reserve 30,000 30,000 For 2023 - this will be part of the consolidated AMP

# **PUBLIC MEETING**



**NOTICE OF COMPLETE APPLICATION AND  
NOTICE OF A PUBLIC MEETING CONCERNING  
A PROPOSED ZONING BY-LAW AMENDMENT  
(GREENWOOD, Ted)**

**Take Notice** that the Municipality of Whitestone has received a complete application to amend the Municipality's Zoning By-law No. 07-2018, as amended, pursuant to Section 34 of the *Planning Act*.

**And Take Notice** that the Council for the Corporation of the Municipality of Whitestone will be holding a public meeting under Section 34 of the *Planning Act* as amended, to allow the public to comment on an application for a proposed Zoning By-law amendment.

The public meeting is being held for the application described below to enable interested members of the public to understand and comment on the proposed Zoning By-law amendment.

**Date and Location of Public Meeting**

Date: Tuesday, May 16, 2023  
Time: 6:30 p.m.  
Location: Dunchurch Community Centre  
2199 Hwy 124, Dunchurch, ON P0A 1G0

Participants will also be able to join the meeting by Zoom video conferencing with an option for 'call in' only. The Public is welcome to access the meeting and instructions will be placed on the Council agenda and the agenda will be posted on the Municipal website.

**Details of the Zoning By-law Amendment**

**THE PURPOSE** of the proposed Zoning By-law amendment is to rezone Part of Lot 44, Concession A, geographic Township of Hagerman being Part 1, 42R-18200 now in the Municipality of Whitestone (1686 Highway 124, Dunchurch) from the Rural (RU) Zone to the Industrial (M1) Zone.

**THE EFFECT** of the proposed Zoning By-law amendment is to rezone the referenced property to allow all permitted uses in the Industrial (M1) Zone. This recognition is based on a former sawmill being located on the subject land.

**Additional Information and Map of Land Subject to the Application**

Any person may attend the Public meeting and make written and/or verbal representation either in support of or against the proposed Zoning By-law amendment.

If you wish to be notified of the decision of the Municipality of Whitestone on the proposed Zoning By-law amendment, you must make a written request to Municipality of Whitestone, 21 Church Street, Dunchurch, ON P0A 1G0.

If a person or public body would otherwise have an ability to appeal the decision of the Municipality of Whitestone to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Whitestone before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of Whitestone before the zoning by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Please refer to the bottom of this Notice of a key map illustrating the subject lands to which the proposed Zoning By-law amendment applies. Any additional materials can be provided electronically. To obtain these materials, please contact Paula Macri, Planning Assistant, at 705-389-2466, extension 122, or via email at paula.macri@whitestone.ca during regular office hours, which are from 8:30 a.m. to 4:30 p.m., Monday to Friday.

**DATED** at the Whitestone Municipal Office this 3rd day of April, 2023.

Michelle Hendry, CAO-Clerk  
Municipality of Whitestone  
21 Church Street Dunchurch, Ontario P0A 1G0  
Phone: (705) 389-2466 Fax: (705) 389-1855



LOT 45  
CON A

Orange Lake

PROPOSED TO BE  
REZONED FROM THE RURAL (RU)  
ZONE TO THE INDUSTRIAL (M1) ZONE

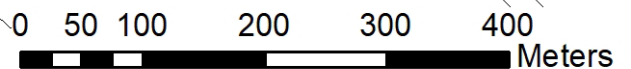
Hwy 124

C1

RR

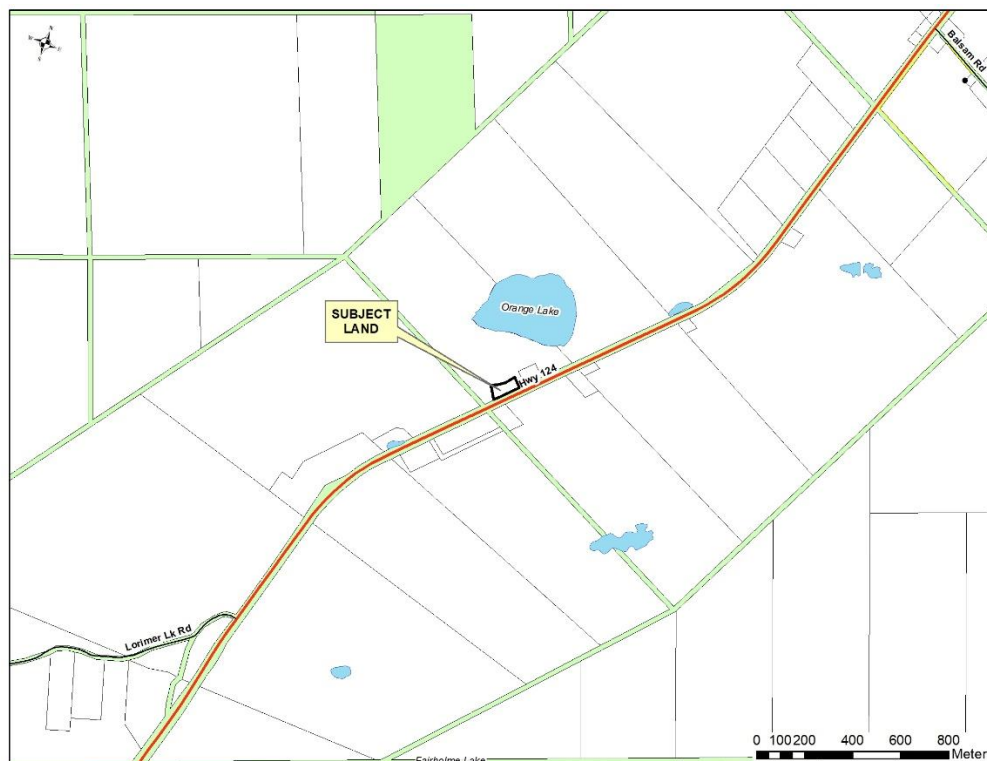
LOT 44  
CON B

RR



**REPORT TO COUNCIL – ZONING QUESTION**
**PART OF LOT 44, CONCESSION A**
**Geographic Township of Hagerman**
**Part 1, Plan 42R-18200**
**1686 Highway No. 124**
**Roll # 4939 0100 0701 605**
**Owner: Ted Greenwood**
**September 9, 2022**
**BACKGROUND**

Ted Greenwood owns a parcel of land on Highway No. 124.



The property is approximately 5 kilometres west of the village of Dunchurch. It is approximately 1.0 hectare with 170 metres of frontage on the highway.

The lot has historically been the site of a long standing sawmill owned and operated by the Macfie family. The iconic, somewhat derelict looking structure has become a landmark in the Municipality of Whitestone.



The sawmill use was discontinued 10 years ago and Ted Greenwood acquired the property as an investment opportunity.

More recently, Mr. Greenwood has decided to put the lands up for sale. His understanding was that the lands are industrial but has come to learn that the lands are zoned Rural (RU) and not industrial (M1). There is no indication in the Municipal Office

files that confirmation of zoning status was requested by the current owner or his legal representative prior to the purchase being made.

### **CURRENT ASSESSMENT**

The Municipal Property Assessment Corporation (MPAC) designates the land as “Industrial” as a land use code for assessment purposes. MPAC has several dozen land use codes that allow municipalities to apply variable tax rates to different properties depending upon their uses should they choose to do so.

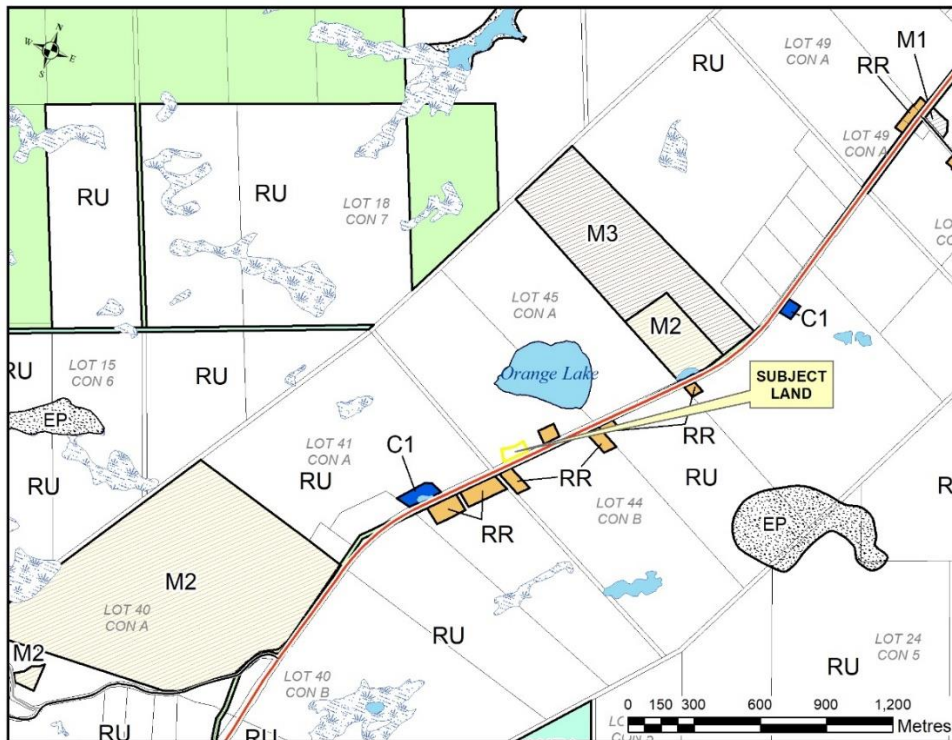
In Mr. Greenwoods case, he assumed that the “Industrial’ land use code reflected the actual zoning of the property.

It turns out, this assumption is not correct.

In general, MPAC land use designations have no bearing on municipal zoning classifications and vice versa. However, one can understand how a property owner might expect that a tax rate designation (Industrial) and an actual use (Industrial) might align with the zoning of the lands.

### **ZONING OF THE SUBJECT LANDS**

The current zoning of the subject lands is Rural (RU).

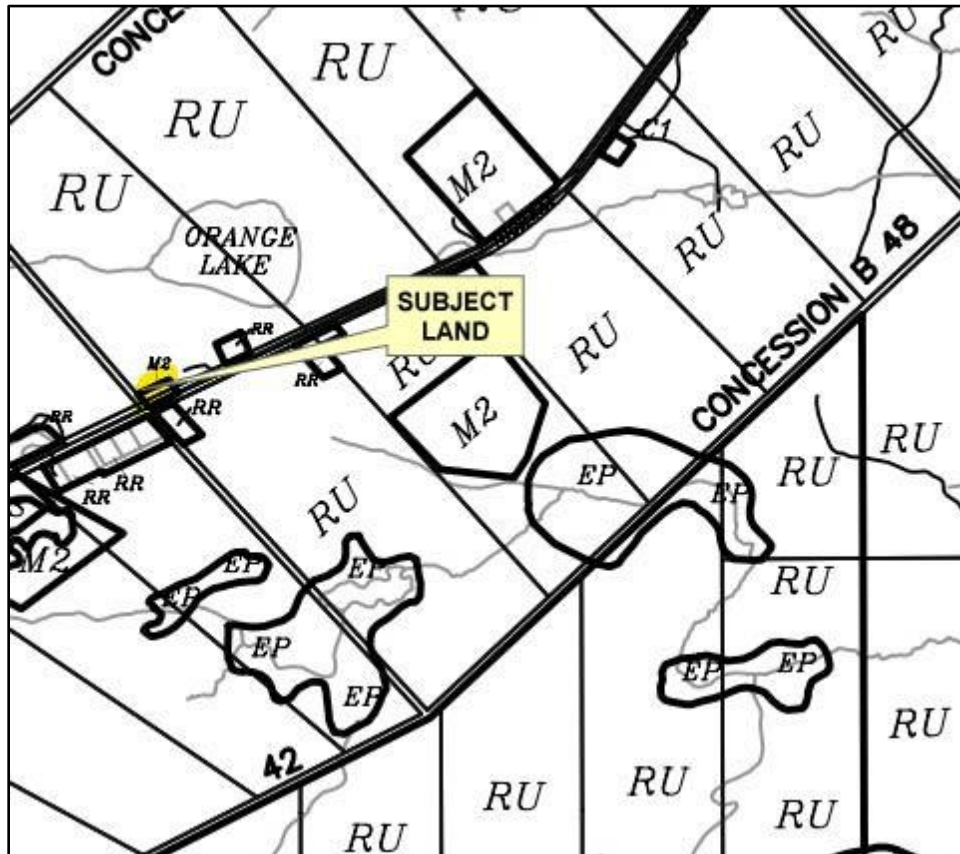




This fact has greatly troubled Mr. Greenwood who discovered this fact when he went to list the property for sale. He simply assumed the land was zoned Industrial (M1).

He believes that the Rural (RU) Zoning is in error and should be corrected.

While there is some appreciation of Mr. Greenwood's concern, the zoning history of the subject sawmill lands is somewhat confounding. The previous zoning By-Law zoned the subject lands Industrial Pit (M2).



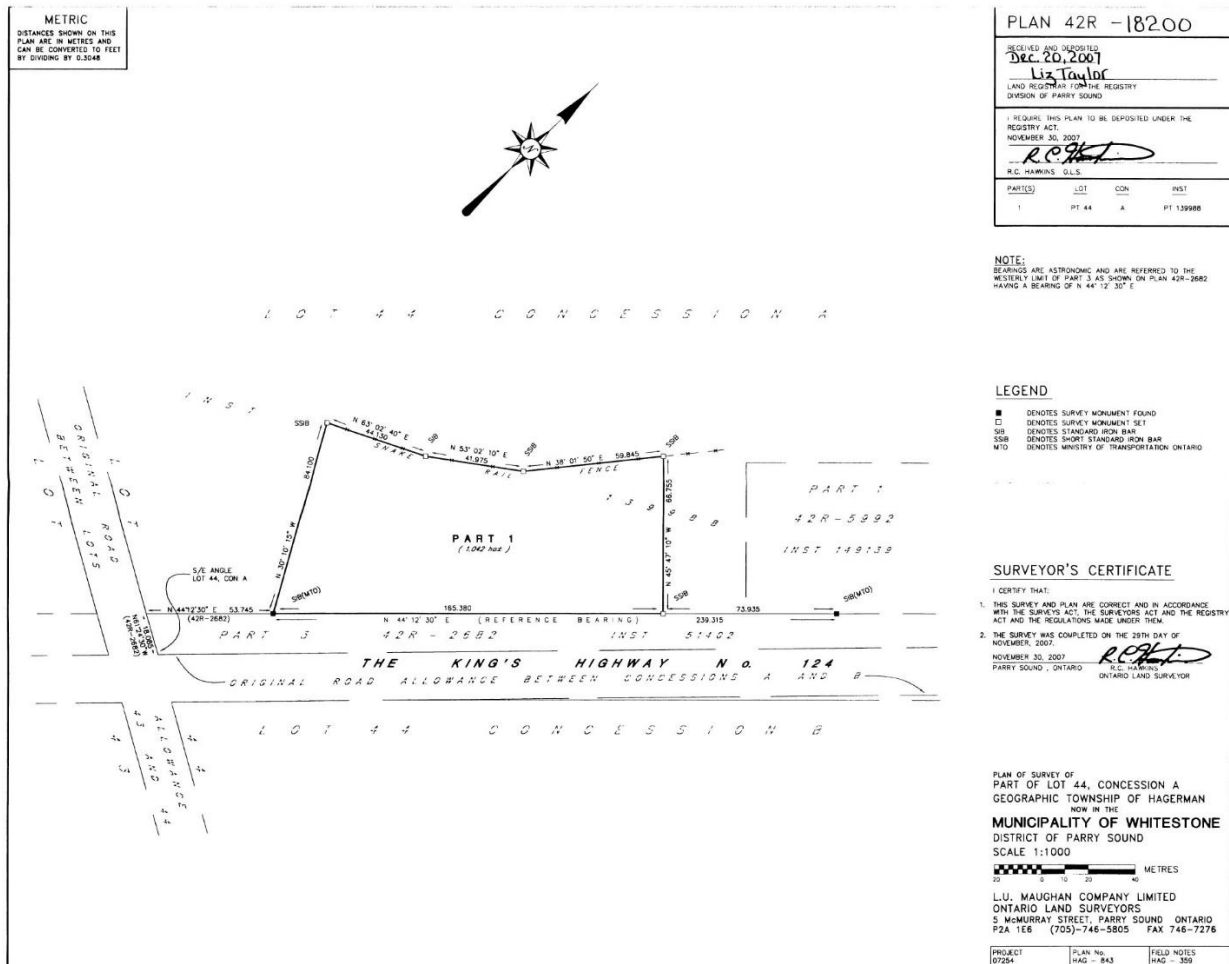
The only explanation is that there must have been a former sandpit on the lands.

With the most recent Official Plan Policy and zoning By-Law, any previous pit zoning was only continued if the pit or quarry was licensed under the Aggregate Resources Act.

The subject lands were never licensed as a pit, and, consequently the lands defaulted to a Rural (RU) Zone.

The most curious part of the zoning history is that the sawmill operation never had an M1 – Industrial Zoning. This sawmill operated for over 75 years.

This is even more curious when one examines the 2007 separation of the sawmill from the balance of the farm lands.



The conditions of the consent approval seem to imply the need to determine zoning appropriateness (see planning board decision attached dated August 27, 2007).

## PLANNING OBSERVATIONS

1. The lands are zoned Rural (RU).
2. It is reasonable to understand that the lands should have had an M1 Zone.
3. The lands never had an M1 Zone.
4. The MPAC land use code is not relevant to the zoning.
5. The Municipality has no particular responsibility for the absence of an M1 Zone on the property.
6. It would be fair and reasonable to consider an M1 Zoning for the lands.

7. To change the zoning from Rural (RU) to Industrial (M1), an application to rezone would be required with the necessary procedures, i.e. notices, public meeting, appeal potential etc.
8. The lands have a commercial entrance on to Highway 124.
9. The sawmill use is perhaps one of the most intense M1 uses in the list of permitted uses.
10. A straight forward change of zoning from RU to M1 would seem to be supportable.

## **CONCLUSION**

Council should consider a proposed rezoning of the subject lands from Rural (RU) to General Industrial (M1) without the attendant studies, site plans and financial deposits.

Respectfully Submitted,



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

PARRY SOUND AREA PLANNING BOARD

RESOLUTION No. 2007- 55

Date: August 27, 2007

Moved by:



Seconded by:



Recorded Vote	YES	NO
Peter Daleman		
Joe Johnson		
Hans Muysson		
Steve Crookshank		
Conrad van der Valk		
Bonnie Keith		
Debbie Zulak		
Tamara Black		
Bill Church		
Tom Sutcliffe		
Total		

That having regard to the items set out in Section 51(24) of the Planning Act, Planning Board hereby grant consent for one new lot as applied for by Rose <sup>Berard</sup> Berard in Application No.B16/2007(W) as illustrated on the attached sketch and subject to the following conditions:

- 1) That the applicant provides the Secretary-Treasurer with:
  - (a) the original executed transfer (deed), a duplicate original and one photocopy;
  - (b) a copy of the survey plan deposited in the Land Registry office; and
  - (c) a schedule describing the severed parcel and naming the grantor and grantee attached to the transfer for approval purposes.
- 2) Payment of all applicable planning fees.

THE FOLLOWING ITEMS WILL REQUIRE A LETTER OF COMPLIANCE FROM THE MUNICIPALITY

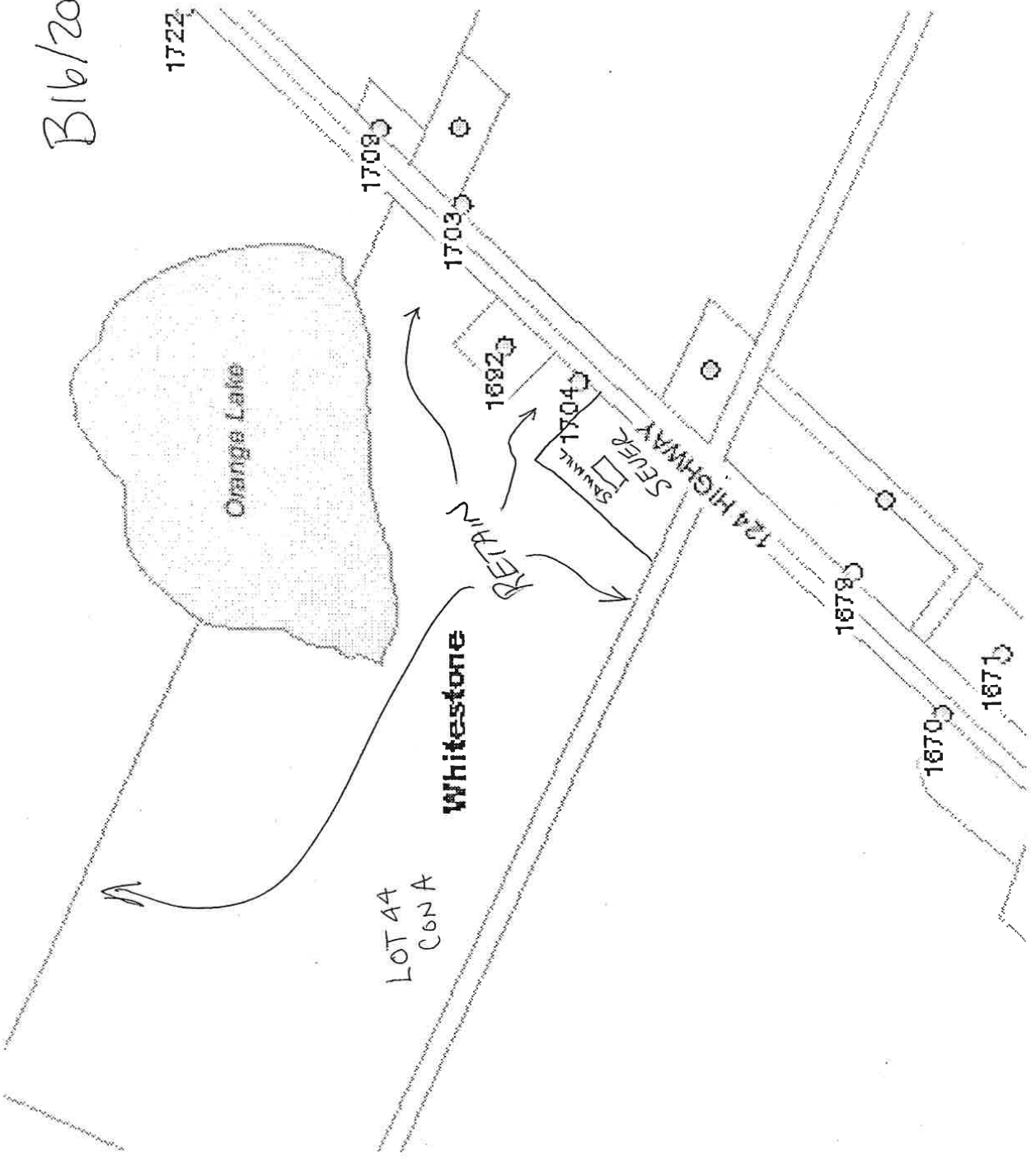
- 3) That the severed and retained lot satisfy any Ministry of Environment concern with regard to the storage of sawdust material; and
- 4) That the Ministry of Transportation approve the driveway location; and
- 5) Subject to a parkland dedication fee of \$300.00 being 2/5th of the standard fee for a commercial or industrial property; and
- 6) That any applicable fees for 9-1-1- numbering be paid to the municipality; and
- 7) The lot comply with the requirements of the Municipal Zoning Bylaw.

CARRIED \_\_\_\_\_

DEFEATED \_\_\_\_\_

  
 \_\_\_\_\_  
 CHAIRMAN

B16/2007(w)



THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE



- RESOLUTION -

Date: March 21, 2023

Resolution Number: 2023-141

Moved by:

Seconded by:

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

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

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

11.2 Memo Greenwood property – rezoning

- Ted Greenwood zoning matter, 1686 Highway No. 124, Dunchurch

WHEREAS Mr. Ted Greenwood, in a letter dated November 15, 2022, requested that Council remove costs associated with rezoning a property owned by him (Ted Greenwood) located at 1686 Highway No. 124, from Rural (RU) to General Industrial (M1);

AND WHEREAS in a report dated September 9, 2022 from Mr. John Jackson, Municipal Planner, it was stated that "It is reasonable to understand that the lands should have had an M1 Zone";

AND WHEREAS in the above referenced report from Mr. John Jackson it was also stated that "Council should consider a proposed rezoning of the subject lands from Rural (RU) to General Industrial (M1) without the attendant studies, site plans and financial deposits";

THEREFORE, BE IT RESOLVED THAT the Council of the Municipality of Whitestone does hereby receive for information the Memorandum from Paula Macri, Planning Assistant dated March 21, 2023 (with the attached report from John Jackson, Planner dated September 9, 2022) regarding the Ted Greenwood rezoning matter, for a property known as 1686 Highway No. 124, Dunchurch;

AND THAT a Zoning By-law amendment application will be required to be submitted by Ted Greenwood for the proposed Zoning By-law amendment of Part Lot 44, Concession A, in the geographic Township of Hagerman being Part 1, Plan 42R-18200, municipally known as 1686 Highway No. 124, Dunchurch from Rural (RU) Zone to Industrial (M1) Zone;

AND THAT the Council of the Municipality of Whitestone does hereby waive the Non-Refundable Administration fee in the amount of \$1,000.00 as per the current Municipal fees and charges By-law; and

along with any planning fees related to the work of the ~~and any fees~~ planning consultant in connection with the application; and

and the applicable security deposit, JAC

Continued /2

THE CORPORATION OF THE  
MUNICIPALITY OF WHITESTONE



- RESOLUTION -

Date: March 21, 2023

Resolution Number: 2023-141 Continued

AND THAT the Council of the Municipality of Whitestone does hereby recommend that, subject to the receipt of a rezoning application from Ted Greenwood, ~~and the receipt of the applicable security deposit to cover any fees related to the work of the Planning Consultant in respect of the application,~~ that staff proceed with the applicable advertisement and circulation of the Notice of Public meeting.

Carried:  Defeated:  Deferred:  Withdrawn:

*George Comrie*  
\_\_\_\_\_  
Mayor, George Comrie

Recorded Vote: requested by \_\_\_\_\_

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

# CONSENT AGENDA





**Special Council Meeting Minutes  
Monday, May 1, 2023, 4:00 p.m.  
Zoom Video/Telephone Conferencing**

- Present:** George Comrie, Mayor  
Janice Bray, Councillor  
Joe Lamb, Councillor  
Scott Nash, Councillor (left meeting 4:55 pm, returned 4:59 pm  
during discussion of budget line item 16-440-4)  
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO/Clerk  
Maneesh Kulal, Treasurer  
Dave Creasor, Manager of Public Works  
Bob Whitman, Fire Chief
- Guest:** 0 - Via Zoom or Telephone

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

The Chair commenced roll call and called the meeting to order at 4:01 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.

Councillor Nash declared a pecuniary interest in respect of Line Item 16-440-4 Road Grant, Budget discussion.

**3. Approval of the Agenda**

**Resolution No. 2023-202**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

**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

**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**

**4. Committee of the Whole**

**Resolution No. 2023-203**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

**Adjourn to Committee of the Whole**

**THAT** this meeting move into Committee of the Whole at 4:06 p.m.

**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**

- 4.1 Memo:  
Updated Draft 2023 Operating and Capital / Special Projects Budget

**Resolution No. 2023-204**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

**Reconvene to Regular Meeting**

**THAT** this meeting be reconvened to a Regular Meeting at 6:05 p.m.

**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**

**Matters Arising from Committee of the Whole**

**Resolution No. 2023-205**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

**THAT** the 2022 Municipal component of the tax increase be limited to 6.5%.

**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**

**5. Closed Session**

**Resolution No. 2023-206**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

**Adjourn to Closed Session**

**THAT** this meeting move into a Closed Session at 6:10 p.m.

**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**

**RECESS** – 6:10 pm to 6:17 pm

- 5.1 Closed Session Meeting Minutes for the Special Council meeting of April 13, 2023
- 5.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239 (2) (b)
  - Senior of the Year
  - Thrift Shop Committee Appointment
- 5.3 An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1), pursuant to Ontario Municipal Act, Section 239 (3) (b).
  - Notice of Investigation

**Resolution No. 2023-207**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Scott Nash

**Reconvene into Regular Meeting**

**THAT** this meeting be reconvened to a Regular Meeting at 6:45 p.m.

**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**

**Matters Arising from Closed Session**

**Resolution No. 2023-208**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

5.1 Closed Session Meeting Minutes for the Special Council meeting of April 13, 2023

**THAT** the Council of the Municipality of Whitestone does hereby approve the Closed Session Meeting Minutes for the Special Council meeting of April 13, 2023.

**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. 2023-209**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Brian Woods

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

- Thrift Shop Committee Appointment

**BE IT RESOLVED THAT** the Council of the Municipality of Whitestone does hereby appoint the following member to the Thrift Shop Committee for the 2022 to 2026 term of Council.

Charmaine Craig  
Marla Green

**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. 2023-210**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

**6. Confirming By-law**

**THAT** By-law 29-2023 Being the Confirmatory By-law for the Special Council meeting of Monday, May 1, 2023, be given a First, Second, Third and final reading and is passed as of this date.

**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. 2023-211**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

**7. Adjournment**

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

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 6:47 p.m. until the Regular Council meeting of May 2, 2023 at 4:00 p.m.

**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**

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**George Comrie**

**Mayor**

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**Michelle Hendry**

**CAO/ Clerk**



**Regular Council Meeting Minutes**  
**Tuesday, May 2, 2023, 4:00 p.m.**  
**Dunchurch Community Centre and Zoom Video Conferencing**

- Present:** George Comrie, Mayor (via Zoom)  
Janice Bray, Councillor  
Joe Lamb, Councillor (Via Zoom, arrived at 4:44 pm and left at 8:03 pm)  
Scott Nash, Councillor (via Zoom)  
Brian Woods, Councillor
- Staff:** Michelle Hendry, CAO/Clerk  
David Creasor, Manager Public Works  
Bob Whitman, Fire Chief (arrived at 6:30 pm)
- Consultant:** John Jackson, Planner (left at 5:12 pm)
- Guests:** 1 - In person  
3 - via Zoom video or telephone

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

The Chair commenced roll call and called the meeting to order at 4:02 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.  
None was declared.

**3. Approval of the Agenda**

**Resolution No. 2023-212**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

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

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

**Recorded Vote:**

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb (not in attendance)			
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

**Carried**

**4. Presentations and Delegations - None**

**Resolution No. 2023-213**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Janice Bray

**Move into Committee of the Whole**

**THAT** the Council of the Municipality of Whitestone move into Committee of the Whole at 4:11 pm.

**Recorded Vote:**

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb (not in attendance)			
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

**Carried**

**5. Planning Items**

- 5.1 Report – Planning Consultant  
Environmental Protection (EP) Zones  
Municipality of Whitestone Zoning By-law No 07-2018
- 5.2 Memo: Update on Salvatori et al, Application to Close and Purchase a section of Road Allowance
- 5.3 Ambiance Fine Homes - Ontario Land Tribunal decision of March 10, 2023

**Resolution No. 2023-214**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Brian Woods

**Reconvene into Regular Meeting**



**THAT** the Council of the Municipality of Whitestone reconvene into Regular Meeting at 5:09 pm.

**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**

**Matters Arising from Committee of the Whole**

**Resolution No. 2023-215**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

- 5.1 Report – Planning Consultant  
Environmental Protection (EP) Zones  
Municipality of Whitestone Zoning By-law No 07-2018

**THAT** the Council of the Municipality of Whitestone does hereby receive the Planning Consultant Report - Environmental Protection (EP) Zones, Municipality of Whitestone Zoning By-law No 07-2018 for information.

**Resolution No. 2023-216**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Joe Lamb

5.1 **AMENDMENT:**

**THAT** the Council of the Municipality of Whitestone at this time, does not wish to proceed with a fill or site altering by-law.

**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. 2023-215 (with amendment per Resolution No. 2023-216)**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

- 5.1 Report – Planning Consultant  
Environmental Protection (EP) Zones  
Municipality of Whitestone Zoning By-law No 07-2018

**THAT** the Council of the Municipality of Whitestone does hereby receive the Planning Consultant Report - Environmental Protection (EP) Zones, Municipality of Whitestone Zoning By-law No 07-2018 for information; and

**THAT** the Council of the Municipality of Whitestone at this time, does not wish to proceed with a fill or site altering by-law.

**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. 2023-217**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Scott Nash

- 5.2 Memo: Update on Salvatori et al, Application to Close and Purchase a section of Road Allowance

**THAT** the Council of the Municipality of Whitestone does hereby receive Memo: Update on Salvatori et al, Application to Close and Purchase a section of Road Allowance, for information; and

**THAT** the Council of the Municipality of Whitestone does hereby provide a full refund of the administration fee and security deposit to the applicant.

**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. 2023-218**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

5.3 Ambiance Fine Homes - Ontario Land Tribunal decision of March 10, 2023

**THAT** the Council of the Municipality of Whitestone does hereby receive Ambiance Fine Homes – Ontario Land Tribunal decision of March 10, 2023 for information.

**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**

**6 Public Meeting - None**

**Resolution No. 2023-219**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

**7. Consent Agenda**

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

7.1 Council and Committee Meeting Minutes

7.1.1 Special Council Meeting Minutes for Thursday March 30, 2023

7.1.2 Regular Council Meeting Minutes for Tuesday, April 4, 2023.

7.1.3 Special Council Meeting Minutes for Tuesday, April 11, 2023.

7.1.4 Special Council Meeting Minutes for Thursday, April 13, 2023

7.1.5 Special Council Meeting Minutes for Monday, April 24, 2023

7.1.6 Cemetery Board Meeting Minutes for Wednesday, March 29, 2023

7.2 Unfinished Business (listed on page 4)

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

The Special Council Meeting Minutes of March 30, 2023, April 11, 2023, April 13, 2023, and April 24, 2023; and the Regular Council Meeting Minutes for April 4, 2023; and

**THAT** Council receives for information the Cemetery Board Meeting Minutes for March 29, 2023 and the Unfinished Business listing contained in the Consent Agenda dated May 2, 2023.

**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. 2023-220**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

**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 \$32,826.36 for the period ending April 15, 2023 and \$160,312.53 for the period ending April 26, 2023.

**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**

**9. Staff Reports**

**Resolution No. 2023-221**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

9.1 Report PW-2023-05  
Update on Municipal Boat Launches

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2023-05 (Update on Municipal Boat Launches) for information.

**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. 2023-222**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

9.1 Report PW-2023-05

Update on Municipal Boat Launches

**THAT** the Council of the Municipality of Whitestone does hereby provide the following direction in respect to Farley’s Road boat launch and parking facility by undertaking improvements in the amount of \$4000.00 (Budget).

**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**

**Recess**

**Resolution No. 2023-223**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

9.2 Report PW-2023-06

Tender Award for the Supply and Delivery of Gravel Materials

**THAT** the Council the Municipality of Whitestone does hereby receive Report PW-2023-06 (Tender Award for the Supply, Deliver and Spread Gravel Materials) for information; and

**THAT** the Council of the Municipality of Whitestone does hereby provide pre-budget approval and award the contract for the supply, delivery and spreading of 10,100 tonnes granular material on various municipal roads, to Fowler Construction Company Ltd. In the amount of \$207,961.50 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. 2023-224**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Joe Lamb

- 9.3 Report PW-2023-08  
Award of contract to purchase a Water Tank

**THAT** the Council the Municipality of Whitestone does hereby receive Report PW-2023-08 (Request for Proposal Award for the Supply of One Slip Tank (water tank) for information; and

**THAT** the Council of the Municipality of Whitestone does hereby provide pre-budget approval for the award of the supply of one Slip Tank, to Road Maintenance Equipment & Services Inc., in the amount of \$37,000 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. 2023-225**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Scott Nash

- 9.4 Memo:  
2020-2022 Environmental Compliance Monitoring Report Aulds Road Landfill Site  
Link to full report: [Municipality of Whitestone - Landfill Monitoring Reports](#)

**THAT** the Council of the Municipality of Whitestone does hereby receive Memo 2020-2022 Environmental Compliance Monitoring Report Aulds Road Landfill Site for information.

**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. 2023-226**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Scott Nash

- 9.5 Report BLDG-2023-02

Building Services update and Building Permit activity – January 1 to March 31, 2023

**THAT** the Council of the Municipality of Whitestone does hereby receive Report BLDG 2023-02 Building Services Update and Building Permit Activity – January 1 to March 31, 2023 for information.

**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**

**Resolution No. 2023-227**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

10.1 By-law 30-2023, being a By-law to appoint an alternate By-law Enforcement Officer

**THAT** By-law No. 30-2023, Being a By-law to appoint an alternate By-law Enforcement Officer be Read a First and Second time this 2<sup>nd</sup> day of May, 2023;

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 2<sup>nd</sup> day of May, 2023 and numbered 30-2023.

**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. 2023-228**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

10.2 By-law 31-2023, being a By-law to close and stop up that part of the original concession road allowance between Lots 25 and 26, Concession 6 – GREENWOOD/JENNINGS

**THAT** By-law No. 31-2023, Being a By-law to close and stop up that part of the original concession road allowance between Lots 25 and 26, Concession 6 –

GREENWOOD/JENNINGS be Read a First and Second time this 2<sup>nd</sup> day of May, 2023;

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 2<sup>nd</sup> day of May, 2023 and numbered 31-2023.

**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. 2023-229**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

10.3 Bylaw 32-2023, being a By-law to enter into a Third Lease Extension and Amending Agreement with the Liquor Control Board of Ontario

**THAT** By-law No. 32-2023, Being a By-law to enter into a Third Lease Extension and Amending Agreement with the Liquor Control Board of Ontario be Read a First and Second time this 2<sup>nd</sup> day of May, 2023;

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 2<sup>nd</sup> day of May, 2023 and numbered 32-2023.

**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**

**11 Business Matters**

**Resolution No. 2023-230**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

**11.1 Items from April 4, 2023 Council meeting**

11.1.1 Town of Parry Sound letter and resolution regarding the Mega School, dated March 14, 2023.



**WHEREAS** the West Parry Sound community continues to have concerns regarding the under sizing of the new Mega School; and

**WHEREAS** the incorporation of portables or “Pods” into the design heightens these concerns; and

**WHEREAS** parity for students across the school district in addition to population growth are factors that should be utilized when determining school sizes; and

**WHEREAS** schools are an integral part of supporting more growth and the Province’s priority to build more homes; and

**WHEREAS** the August 2022 Smart Prosperity Institute’s report projects a need for 1.5 M homes across the province over the next 10 years, 3,200 of which will be required in the Parry Sound District; and

**WHEREAS** parity in terms of space per student and spending per student should be equitable for all students across the Near North school district; and

**WHEREAS**, for example, the existing high school and the schools in Nobel and McDougall have a total of five (5) gymnasiums, including four (4) standard and one (1) full size gymnasium; and

**WHEREAS** the new Mega School is planned to only have one gymnasium;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone requests the Board provide an analysis comparing space per capita and spending per capita for students in West Parry Sound and North Bay;

**THAT** the Board consider refurbishing the McDougall school for grades JK to 6; and

**THAT** the new Mega School be used for grades 7 to 12; and

**THAT** copies of this resolution 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 for West Parry Sound and the Near North District School Board; and

**THAT** a progress report is provided by the Near North District School Board monthly.

**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**

**11.1.2** Item not dealt with

**Resolution No. 2023-231**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Janice Bray

**THAT** Council hereby continues its Council Meeting past the allotted time of three and a half (3½) hours and continue for an additional one-half (1/2) hour.

**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. 2023-232**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

**12. Correspondence (listed on page 7 and 8 of the Agenda)**

- 12.1 Correspondence from April 4, 2023 Council meeting
- 12.2 Correspondence from April 18, 2023 Council meeting
- 12.3 New Correspondence

**WHEREAS** the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 7 and 8 of the May 2, 2023 Council agenda;

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

Item W

**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**

**Matters Arising from Correspondence**

**Clerk's Note:** Councillor Bray advised that she would be attending the launch of the Georgian Bay Biosphere (GBB) Regional Climate Action Plan on Thursday, May 11th from 4-6 p.m. at the Stockey Centre in Parry Sound.

**13 Councillor Items**

**Councillor Woods**

- Asked there should be an announcement of the purchase of the two properties in Dunchurch
- Noted the Easter Breakfast was a success
- Asked if the Rabies Clinic will be in the Community this year
- Asked if Belvedere Board of Management would be rescheduling the cancelled deputation to Council  
(Note: CAO/Clerk Hendry asked she had made this enquiry and that the Board management expected to reschedule in June)
- Asked if the electronic speed sign will be installed on the Highway 124  
(Note: Public Works Manager Creasor indicated he continue to work with MTO for approval)

**Councillor Bray**

- Spoke to the Electronic speed sign and noted that recorded information from the sign is helpful to the OPP.

**Councillor Lamb**

- Advised that in speaking with CAO/Clerk Hendry, the recent Council resolution and letter to the Pool and Recreation Committee would be on their next agenda.

**Councillor Nash**

- Noted item 11.1.2 was not dealt with and asked that it be placed on the next Council agenda
- Spoke to the Ombudsman book on open meetings

**14 Questions from the Public**

**Resolution No. 2023-233**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

**THAT** Council hereby continues its Council Meeting past the allotted time of four (4) hours and continue for an additional fifteen (15) minutes.

**Recorded Vote:**

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb (not in attendance)			
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie		X	

**Carried**

**Resolution No. 2023-234**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

**15 Confirming By-law**

**THAT** By-law 33-2023 Being the Confirmatory By-law for the Council meeting of Tuesday, May 2, 2023, be given a First, Second, Third and final reading and is passed as of this date.

**Recorded Vote:**

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb (not in attendance)			
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

**Carried**

**Resolution No. 2023-235**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Scott Nash

**16 Adjournment**

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

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:11 p.m. until the Regular Council meeting of Tuesday, May 16, 2023 at 6:30 p.m. or at the call of the chair.

**Recorded Vote:**

	YEAS	NAYS	ABSTAIN
Councillor, Janice Bray	X		
Councillor, Joe Lamb (not in attendance)			
Councillor, Scott Nash	X		
Councillor, Brian Woods	X		
Mayor, George Comrie	X		

**Carried**

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**George Comrie**

**Mayor**

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**Michelle Hendry**

**CAO/ Clerk**

# ACCOUNTS PAYABLE

Date Printed  
2023-05-08 11:39 AM

**Municipality of Whitestone**  
**List of Accounts for Approval (Detailed)**  
Batch: 2023-00031 to 2023-00037

Page 1

Bank Code - AP - AP-GENERAL OPER

## COMPUTER CHEQUE

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>36966</b> 2023 Donation	<b>2023-05-01</b>	<b>Dunchurch Agricultural Society</b> 16-122 - Admin - Donations	2023 Donation	500.00	500.00
<b>36967</b> 2023 Donation	<b>2023-05-01</b>	<b>Ardbeg Community Club</b> 16-122 - Admin - Donations	2023 Donation	3,000.00	3,000.00
<b>36968</b> 171146	<b>2023-05-01</b>	<b>Bell Canada - Public Access</b> 16-787 - Recreation - Public Pay 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Pay Telephone HST Tax Code HST Tax Code	50.88 5.62 6.50 NL	56.50
<b>36969</b> 4206117	<b>2023-05-01</b>	<b>Brandt Sudbury</b> 16-421 - 2010 Grader - Mainten 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Repair HST Tax Code HST Tax Code	3,549.55 392.06 453.46 NL	3,941.61
<b>36970</b> 2023 Donations	<b>2023-05-01</b>	<b>Parry Sound Area Community</b> 16-122 - Admin - Donations	2023 Donations	1,100.00	1,100.00
<b>36971</b> 15225	<b>2023-05-01</b>	<b>Canadian Tire</b> 16-210 - Fire - Miscellaneous 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Supplies HST Tax Code HST Tax Code	138.20 15.27 17.66 NL	153.47
<b>36972</b> INV-33678-KON	<b>2023-05-01</b>	<b>Federation Of Canadian</b> 16-103 - Admin - Membership/S	Membership 2023-2024	505.16	505.16
<b>36973</b> Road Damage	<b>2023-05-01</b>	<b>Karen &amp; Brian Niemeyer</b> 15-329 - Roads Damage Deposi	Road Damage Deposit Ret	1,000.00	1,000.00
<b>36974</b> 2023 Donations	<b>2023-05-01</b>	<b>Parry Sound Chamber Commerce</b> 16-122 - Admin - Donations	2023 Donations	500.00	500.00
<b>36975</b> 2023 Donation	<b>2023-05-01</b>	<b>Parry Sound High School</b> 16-122 - Admin - Donations	Ways and Means	250.00	250.00
<b>36976</b> 2023 L. Woods	<b>2023-05-01</b>	<b>Parry Sound High School</b> 16-122 - Admin - Donations	L. Woods Bursary	500.00	500.00
<b>36977</b> 2023 Donation	<b>2023-05-01</b>	<b>Rotary Club of West Parry Sound</b> 16-122 - Admin - Donations	2023 Donation	500.00	500.00
<b>36978</b> 3325	<b>2023-05-01</b>	<b>E.A. Shipman Electric Ltd.</b> 16-439 - Roads - Street Lights 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Streetlight Installation (Ardb HST Tax Code HST Tax Code	892.05 98.53 113.96 NL	990.58
<b>36979</b> 2023 Donation	<b>2023-05-01</b>	<b>West Parry Sound Health Centre</b> 16-122 - Admin - Donations	2023 Donation	500.00	500.00
<b>36980</b> 2023 Donation	<b>2023-05-01</b>	<b>West Parry Sound Museum</b> 16-122 - Admin - Donations	2023 Donation	1,000.00	1,000.00
<b>36981</b> 2023 Donation	<b>2023-05-01</b>	<b>Whitestone Rod &amp; Gun Club</b> 16-122 - Admin - Donations	2023 Donation	500.00	500.00
Total Computer Cheque:					14,997.32

**Municipality of Whitestone  
List of Accounts for Approval (Detailed)**

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Payment # Invoice #	Date	Vendor Name GL Account	EFT GL Transaction Description	Detail Amount	Payment Amount
<b>1291</b>	<b>2023-05-03</b>	<b>Adams Bros Construction Ltd</b>			
160572		16-452 - York Landfill - Mainten	Landfill Maintenance	91.58	
		16-473 - Auld Landfill - Mainten	Landfill Maintenance	91.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.23	
		99-999-1 - HST (Statistical) Non	HST Tax Code	23.40	NL 203.40
<b>1292</b>	<b>2023-05-03</b>	<b>ADT Security Services Canada Inc.</b>			
31915237		16-703 - Dunchurch Hall - Bld M	Smoke Alarm at Community	341.30	
		11-210-2 - A/R HST Receivable	HST Tax Code	37.70	
		99-999-1 - HST (Statistical) Non	HST Tax Code	43.60	NL 379.00
<b>1293</b>	<b>2023-05-03</b>	<b>Aird Berlis, LLP</b>			
1334902		16-120 - Admin - Legal Expense	Legal	5,540.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	612.01	
		99-999-1 - HST (Statistical) Non	HST Tax Code	707.85	NL 6,152.85
1334901		16-120 - Admin - Legal Expense	Legal	10,382.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	1,146.80	
		99-999-1 - HST (Statistical) Non	HST Tax Code	1,326.39	NL 11,529.39
			Payment Total:		17,682.24
<b>1294</b>	<b>2023-05-03</b>	<b>George Comrie</b>			
Elect. Device		16-093 - Council- Electronic Dev	Electronic Device Allowanc	1,300.00	1,300.00
<b>1295</b>	<b>2023-05-03</b>	<b>Canadian Union of Public</b>			
Apr 2023		12-338 - CUPE-Union Dues	April 2023 Remittance	816.14	816.14
<b>1296</b>	<b>2023-05-03</b>	<b>Fowler Construction Co Ltd</b>			
66715		16-360 - Hard Top Patch-Goods	Cold Mix	938.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	103.71	
		99-999-1 - HST (Statistical) Non	HST Tax Code	119.95	NL 1,042.63
<b>1297</b>	<b>2023-05-03</b>	<b>Michelle Hendry</b>			
Exp 24-04-23		16-092 - Council - Miscellaneous	Supplies	9.98	
		16-115 - Admin - Computer Sup	Supplies	30.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.42	
		99-999-1 - HST (Statistical) Non	HST Tax Code	3.95	NL 44.32
01-May-23		16-092 - Council - Miscellaneous	Audio Box for Council	203.51	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.48	
		99-999-1 - HST (Statistical) Non	HST Tax Code	26.00	NL 225.99
			Payment Total:		270.31
<b>1298</b>	<b>2023-05-03</b>	<b>Hicks Morley LLP</b>			
646816		16-120 - Admin - Legal Expense	Legal	4,258.67	
		11-210-2 - A/R HST Receivable	HST Tax Code	470.39	
		99-999-1 - HST (Statistical) Non	HST Tax Code	544.05	NL 4,729.06
<b>1299</b>	<b>2023-05-03</b>	<b>Hydro One Networks Inc.-Auld</b>			
Apr 2023		16-466-1 - Aulds Landfill - Hydr	Hydro	174.55	
		11-210-2 - A/R HST Receivable	HST Tax Code	19.28	
		99-999-1 - HST (Statistical) Non	HST Tax Code	22.30	NL 193.83
<b>1300</b>	<b>2023-05-03</b>	<b>Ideal Supply Company Ltd.</b>			
5053714		16-404-1 - 2017 Freightliner Sin	Supplies	60.52	
		16-404-2 - 2020 Freightliner - Sr	Supplies	60.51	
		16-423 - 2010 Grader - Fuel	Supplies	60.52	
		16-427-1 - 2022 Backhoe -Fuel	Supplies	60.50	
		11-210-2 - A/R HST Receivable	HST Tax Code	26.73	



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Payment #	Date	Vendor Name	EFT	Detail Amount	Payment Amount
Invoice #		GL Account	GL Transaction Description		
		99-999-1 - HST (Statistical) Non	HST Tax Code	30.92 NL	268.78
<b>1301</b>	<b>2023-05-03</b>	<b>Local Authority Services Ltd.</b>			
MGBP00000411		16-281 - Bld Official - Supplies	Supplies	190.96	
		16-110 - Admin - Office Supplies	Supplies	446.94	
		11-210-2 - A/R HST Receivable	HST Tax Code	70.46	
		99-999-1 - HST (Statistical) Non	HST Tax Code	81.49 NL	708.36
<b>1302</b>	<b>2023-05-03</b>	<b>McDougall Energy</b>			
6473078		16-404-1 - 2017 Freightliner Sin	Diesel	240.12	
		16-404-2 - 2020 Freightliner - Sr	Diesel	240.13	
		16-403 - 2015 Freightliner Tand	Diesel	240.13	
		11-210-2 - A/R HST Receivable	HST Tax Code	79.57	
		99-999-1 - HST (Statistical) Non	HST Tax Code	92.03 NL	799.95
<b>1303</b>	<b>2023-05-03</b>	<b>Moore Propane Limited</b>			
23022345		16-150 - Office - Heating/Hydro	Propane	1,377.75	
		11-210-2 - A/R HST Receivable	HST Tax Code	152.18	
		99-999-1 - HST (Statistical) Non	HST Tax Code	176.01 NL	1,529.93
23022344		16-329 - Garage - Heating	Propane	530.54	
		11-210-2 - A/R HST Receivable	HST Tax Code	58.60	
		99-999-1 - HST (Statistical) Non	HST Tax Code	67.78 NL	589.14
23022346		16-704 - Dunchurch Hall - Heatin	Propane	467.38	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.63	
		99-999-1 - HST (Statistical) Non	HST Tax Code	59.71 NL	519.01
23022342		16-457 - York Landfill - Heating	Propane	154.15	
		11-210-2 - A/R HST Receivable	HST Tax Code	17.02	
		99-999-1 - HST (Statistical) Non	HST Tax Code	19.69 NL	171.17
			Payment Total:		2,809.25
<b>1304</b>	<b>2023-05-03</b>	<b>North Bay Parry Sound District</b>			
May 2023		16-549 - Health Unit Operating (	May 2023 Levy	2,585.27	2,585.27
<b>1305</b>	<b>2023-05-03</b>	<b>Munisoft</b>			
2022-23-03863		16-118 - Admin - Financial Expe	Annual Maintenance	5,244.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	579.30	
		99-999-1 - HST (Statistical) Non	HST Tax Code	670.02 NL	5,824.02
2022/23-05352		16-118 - Admin - Financial Expe	Workstation Setup	151.62	
		11-210-2 - A/R HST Receivable	HST Tax Code	16.75	
		99-999-1 - HST (Statistical) Non	HST Tax Code	19.37 NL	168.37
			Payment Total:		5,992.39
<b>1306</b>	<b>2023-05-03</b>	<b>OMERS</b>			
Apr 2023		12-339 - OMERS	April 2023 Remittance	15,053.20	15,053.20
<b>1307</b>	<b>2023-05-03</b>	<b>Parry Sound Home Hardware</b>			
177732		16-210 - Fire - Miscellaneous	Supplies	56.93	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.29	
		99-999-1 - HST (Statistical) Non	HST Tax Code	7.27 NL	63.22
<b>1308</b>	<b>2023-05-03</b>	<b>Parry Sound Auto Parts Co Ltd</b>			
1-2933676		16-320 - Garage - Mtc/Supplies/	Tank Rental	88.53	
		11-210-2 - A/R HST Receivable	HST Tax Code	9.78	
		99-999-1 - HST (Statistical) Non	HST Tax Code	11.31 NL	98.31
<b>1309</b>	<b>2023-05-03</b>	<b>Rebecca Green</b>			
ASP 14-04-23		16-798 - After School Program	ASP	362.25	362.25

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List of Accounts for Approval (Detailed)**

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						<b>EFT</b>	
<b>Payment #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>GL Transaction Description</b>	<b>Detail Amount</b>	<b>Payment Amount</b>		
<b>Invoice #</b>		<b>GL Account</b>					
ASP 21-04-23		16-798 - After School Program	ASP	217.35	217.35		
				Payment Total:	579.60		
<b>1310</b>	<b>2023-05-03</b>	<b>SDB Truck &amp; Equipment Repairs</b>					
12810		16-242 - Station 1 - Rescue #1	Repair	598.35			
		11-210-2 - A/R HST Receivable	HST Tax Code	66.09			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	76.44	NL	664.44	
<b>1311</b>	<b>2023-05-03</b>	<b>Service 1 2022 Inc.</b>					
810		16-404-3 - 2020 Freightliner Sn	Supplies	967.13			
		11-210-2 - A/R HST Receivable	HST Tax Code	106.82			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	123.55	NL	1,073.95	
<b>1312</b>	<b>2023-05-03</b>	<b>Star Metroland Medita</b>					
7596382		16-108 - Admin - Advertising	Advertising	587.96			
		11-210-2 - A/R HST Receivable	HST Tax Code	64.94			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	75.11	NL	652.90	
7587505		16-108 - Admin - Advertising	Tender Advertising	1,637.52			
		11-210-2 - A/R HST Receivable	HST Tax Code	180.87			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	209.19	NL	1,818.39	
				Payment Total:	2,471.29		
<b>1313</b>	<b>2023-05-03</b>	<b>Whitmell, Ron</b>					
Exp 26-Apr-23		16-501-1 - Staking Fees	Staking Fees	300.00		300.00	
<b>1314</b>	<b>2023-05-03</b>	<b>WPCI - Wireless Personal</b>					
CEDARIN29248		16-303 - Roads-Office-Supplies/	Cell Phone	449.09			
		11-210-2 - A/R HST Receivable	HST Tax Code	49.60			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	57.37	NL	498.69	
<b>1315</b>	<b>2023-05-03</b>	<b>W.S. Morgan Construction</b>					
Prelim 205516		19-701 - Facilities-Capital-Nursin	Nursing Station	18,610.43			
		11-210-2 - A/R HST Receivable	HST Tax Code	2,055.60			
		99-999-1 - HST (Statistical) Non-	HST Tax Code	2,377.51	NL	20,666.03	
				Total EFT:	81,249.34		

						<b>OTHER</b>	
<b>Payment #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>GL Transaction Description</b>	<b>Detail Amount</b>	<b>Payment Amount</b>		
<b>Invoice #</b>		<b>GL Account</b>					
<b>1</b>	<b>2023-01-31</b>	<b>TD Visa</b>					
Jan 2023 EF		11-223 - Due to Due (from) Libræ	Visa EF	582.09			
		11-223 - Due to Due (from) Libræ	Visa EF	191.76			
		12-310 - A/P Trade	Visa EF	114.96		888.81	
<b>2</b>	<b>2023-02-28</b>	<b>TD Visa</b>					
Feb 2023 EF		11-223 - Due to Due (from) Libræ	Visa EF	541.78		541.78	
<b>3</b>	<b>2023-03-31</b>	<b>TD Visa</b>					
Mar 2023 EF		11-223 - Due to Due (from) Libræ	Visa EF	259.75		259.75	
<b>4</b>	<b>2023-04-30</b>	<b>TD Visa</b>					
Apr 2023 EF		11-223 - Due to Due (from) Libræ	Visa EF	636.86		636.86	
<b>5</b>	<b>2023-01-31</b>	<b>TD Visa</b>					
Jan 2023 MH		16-110 - Admin - Office Supplies	Visa MH	44.77			
		16-110 - Admin - Office Supplies	Visa MH	50.00			
		16-281 - Bld Official - Supplies	Visa MH	311.83			

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Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		16-115 - Admin - Computer Supj	Visa MH	814.08	
		16-126 - Admin - Communicatio	Visa MH	23.79	
		16-790 - Recreation Cmttee-Pro	Visa MH	803.52	
		11-301 - Prepaid	Visa MH	-3,000.00	
		16-092 - Council - Miscellaneous	Visa MH	1,785.89	
		11-210-2 - A/R HST Receivable	HST Tax Code	417.96	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	483.40	NL 1,251.84
<b>6</b>	<b>2023-02-28</b>	<b>TD Visa</b>			
Feb 2023 MH		16-103 - Admin - Membership/S	Visa MH	435.53	
		16-710 - Dunchurch Hall -High S	Visa MH	142.47	
		16-126 - Admin - Communicatio	Visa MH	239.93	
		16-115 - Admin - Computer Supj	Visa MH	51.89	
		16-843 - Planning & Developme	Visa MH	5.08	
		16-092 - Council - Miscellaneous	Visa MH	254.40	
		16-790 - Recreation Cmttee-Pro	Visa MH	243.46	
		11-210-2 - A/R HST Receivable	HST Tax Code	151.62	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	175.37	NL 1,524.38
<b>7</b>	<b>2023-03-31</b>	<b>TD Visa</b>			
Mar 2023 MH		16-710 - Dunchurch Hall -High S	Visa MH	142.46	
		16-126 - Admin - Communicatio	Visa MH	37.05	
		16-843 - Planning & Developme	Visa MH	390.46	
		16-790 - Recreation Cmttee-Pro	Visa MH	169.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	81.67	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	94.46	NL 821.07
<b>8</b>	<b>2023-04-30</b>	<b>TD Visa</b>			
Apr 2023 MH		16-108 - Admin - Advertising	Visa MH	202.50	
		16-843 - Planning & Developme	Visa MH	33.90	
		16-281 - Bld Official - Supplies	Visa MH	307.59	
		16-710 - Dunchurch Hall -High S	Visa MH	142.46	
		16-110 - Admin - Office Supplie	Visa MH	172.99	
		16-126 - Admin - Communicatio	Visa MH	37.42	
		16-790 - Recreation Cmttee-Pro	Visa MH	937.47	
		16-227 - Fire - Office Supplies	Visa MH	289.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	234.64	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	271.38	NL 2,358.95
<b>9</b>	<b>2023-04-30</b>	<b>Receiver General</b>			
Apr 2023		12-331 - Payroll Deductions	April 2023 Remittance	27,049.95	27,049.95
<b>10</b>	<b>2023-04-25</b>	<b>Minister Of Finance</b>			
April 2023		12-332 - Employer Health Tax	April 2023 Remittance	1,842.34	1,842.34
<b>11</b>	<b>2023-04-26</b>	<b>Workplace Safety Insurance Bd.</b>			
Q1 2023		12-335 - WSIB	Q1 2023 Payment	8,574.30	
		16-275 - By-Law Enforcement	Q1 2023 Payment	74.38	
		16-798 - After School Program	Q1 2023 Payment	44.92	
		16-204 - Fire - Workplace Safetj	Q1 2023 Payment	551.31	9,244.91
<b>12</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 Office		16-109 - Admin - Telephone	Office Telephone	244.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	26.98	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	31.21	NL 271.32

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Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>13</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 MI		16-720 - Maple Is. Hall - Teleph	Maple Island Phone	60.53	
		11-210-2 - A/R HST Receivable	HST Tax Code	6.68	
		99-999-1 - HST (Statistical) Non	HST Tax Code	7.73 NL	67.21
<b>14</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 Garage		16-322 - Cell Phone	Garage Phone	50.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.56	
		99-999-1 - HST (Statistical) Non	HST Tax Code	6.43 NL	55.91
<b>15</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 DCC		16-706 - Dunchurch Hall - Telep	Community Centre Phone	50.35	
		11-210-2 - A/R HST Receivable	HST Tax Code	5.56	
		99-999-1 - HST (Statistical) Non	HST Tax Code	6.43 NL	55.91
<b>16</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 Fire2		16-257 - Station 2 - Telephone	Fire 2 Phone	74.82	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.27	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.56 NL	83.09
<b>17</b>	<b>2023-04-27</b>	<b>Bell Canada</b>			
Apr/23 Fire1		16-237 - Station 1 - Telephone	Fire Station1 Phone	70.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.81	
		99-999-1 - HST (Statistical) Non	HST Tax Code	9.03 NL	78.51
			<b>Total Other:</b>		<u>47,032.59</u>
			<b>Total AP:</b>		<u>143,279.25</u>

Report prepared for Council



Judith Meyntz, AOMC, Deputy Clerk

# STAFF REPORTS



## Municipality of Whitestone Report to Council

**Prepared for:** Council

**Department:** Public Works

**Agenda Date:** May 16, 2023

**Report No:** PW-2023-07

**Subject:**

Tender Award for Cemetery Grass Cutting and Trimming Tender

**Recommendation:**

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2023-07 (Tender Award for Cemetery Grass Cutting and Trimming Tender) for information; and

**THAT** the Council of the Municipality of Whitestone does hereby provide pre-budget approval and award a three-year contract for Cemetery Grass Cutting and Trimming at Fairholme, Maple Island and Whitestone cemeteries, to Jim Anderson Contracting Ltd. as follows:

Year	Cost per cut (excluding HST)
2023	\$1,040.00
2024	\$1,091.99
2025	\$1,146.58

**Background:**

The Municipality of Whitestone issued a Request for Tender for a three-year contract to cut the Fairholme, Whitestone, and Maple Island cemeteries. The tender was issued on March 02, 2023 and emailed on March 02, 2023 to two (2) known contractors and advertised in the Parry Sound North Star newspaper for the March 16, 2023 publication. The Tender closed April 06, 2023 at noon.

**Analysis:**

One submission was received from Jim Anderson Contracting Ltd. Mr. Anderson has been involved in grass cutting at these cemeteries in the past, working alongside the previous contractor.

The tender was checked for mathematical errors and conformity to the tender requirements. No errors or omissions were noted during this analysis.

Frequency of grass cutting is estimated at six cuts for Fairholme / Whitestone and seven cuts for Maple Island. This is dependent on the weather for each year.

	Comparators from previous years (excluding HST)		Jim Anderson Contracting Ltd. 3-year pricing (excluding HST)		
	2021	2022	2023	2024	2025
Cemetery Price Per Cut (excluding HST)		46.7% Increase Year over year	16.8% Decrease Year over year	5% Increase Year over year	5% Increase Year over year
Fairholme	combined	\$625.00	\$531.00	\$557.55	\$585.42
Whitestone	combined	\$250.00	\$221.50	\$232.57	\$244.20
Maple Island	combined	\$375.00	\$287.50	\$301.87	\$316.96
<b>Total</b>		\$1,250.00	\$1,040.00	\$1,091.99	\$1,146.58

For comparison purposes, operating budget and expenditures from the previous three (3) years are noted below:

Year	2020	2021	2022
Budget	\$6,500.00	\$6,500.00	\$8,100.00
Actual expenditure	\$3,408.48	\$4,260.00	\$4,765.00

**Financial Considerations:**

The 2023 Draft Operating Budget provides for an expenditure of \$6,900.00.


The cost for 2023 including HST and the HST rebate is estimated to be \$6,642.38.

The grass cutting per round of cemeteries has decreased by 16.8% per round of cutting from 2022.

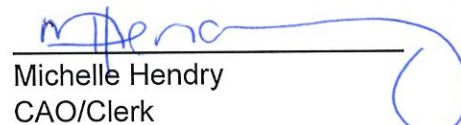
**Link to Strategic Plan:**

- Maintenance of our Infrastructure

**Respectfully submitted by:**

  
 Dave Creasor  
 Manager of Public Works

**Reviewed by:**

  
 Michelle Hendry  
 CAO/Clerk



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Public Works

**Agenda Date:** May 16, 2023

**Report No:** PW-2023-09

**Subject:**

Tender Award for the Supply, Deliver, Mix and Stockpile Winter Sand

**Recommendation:**

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2023-09 (Tender 2023-03, Supply, Deliver, Mix and Stockpile Winter Sand or Granite Screenings) for information; and

**THAT** the Council of the Municipality of Whitestone does hereby provide pre-budget approval and award a two-year contract for the Supply, Delivery, Mixing and Stockpiling of 2,400 Tonnes per year of Winter Sand to Bruman Construction Inc. as follows:

Year	Cost per year (excluding HST)
2023	\$33,408.00
2024	\$34,392.00

**Background:**

The Municipality of Whitestone issued Tender 2023-03, Supply, Deliver, Mix and Stockpile Winter Sand (or Granite Screenings), on March 01, 2023 and the Tender closed April 06, 2023 at 12:00 p.m. The tender was advertised on the Municipal website and in the Parry Sound North Star and, was sent to three (3) known suppliers.

**Analysis:**

Two submissions were received and there were no late submissions.

	BIDDER	2023 BID (excluding HST)	2024 BID (excluding HST)
1	Bruman Construction Inc.	\$ 33,408.00	\$ 34,392.00
2	A.Miron Topsoil Ltd.	\$ 41,280.00	\$ 45,360.00



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

Previous years winter sand tender awarded contracts:

2020	\$ 23,000
2021	\$ 24,000
2022	\$ 32,400

**Financial Considerations:**

The 2023 Draft Operating Budget for the purchase of winter sand or granite screenings is \$40,000.00. The purchase of salt is charged to this account as well and is expected to be approximately \$8,500.

The cost for 2023 including HST and the HST rebate is \$33,995.98.

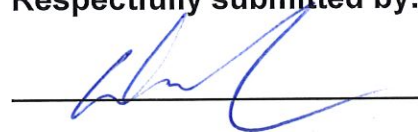
There has been an increase of 3.1% over 2022 tendered amount for 2023.

**Link to Strategic Plan:**

**5. Maintenance of our Infrastructure:**

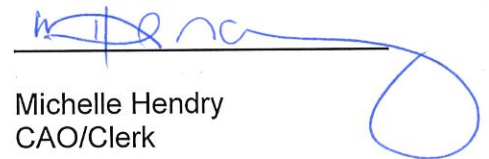
To maintain and preserve the Municipality's infrastructure to established standards within our financial capability

**Respectfully submitted by:**



David Creasor  
Manager of Public Works

**Reviewed by:**



Michelle Hendry  
CAO/Clerk

**Attachments:**

none



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Public Works

**Agenda Date:** May 16, 2023

**Report No:** PW-2023-10

**Subject:**

Tender 2023-07, Slurry Seal and Double Surface Treatment for the Bunny Trail

**Recommendation:**

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2023-10 (Tender 2023-07, Slurry Seal and Double Surface Treatment for the Bunny Trail); and

**THAT** the Council of the Municipality of Whitestone does here by provide pre-budget approval and award Tender 2023-07, Slurry Seal and Double Surface Treatment for the Bunny Trail, to Duncor Enterprises Inc. in the amount of \$171,948.80 plus HST.

**Background:**

The Municipality of Whitestone issued the Request for Tender 2023-07 Slurry Seal for the Bunny Trail as well as Double Surface Treatment for Maple Island and a section of the Bunny Trail, on March 01, 2023. The tender closed April 06, 2023 at 12:00 p.m. The tender was advertised on the Municipal website and in the Parry Sound North Star and was sent to two (2) known suppliers.

**Analysis:**

Two submissions were received for Tender 2023-07 and there were no late submissions.

The Tender included the proposed capital projects:

Maple Island Double Surface Treatment	1.3kms in length
Bunny Trail Double Surface Treatment	0.5 km in length
Bunny Trail Slurry Seal	6.8kms in length

In response to budget discussions, the Maple Island project and a portion of the Bunny Trail has been deferred to next years budget for consideration. Project quantities have been adjusted for the Bunny Trail.

Adjusted Quantities and pricing for proposed 2023 Capital Works

Application	Length Meters	Square Meters	Duncor Enterprises (Excluding HST)	Miller Paving (Excluding HST)
	Adjusted)			
Double Surface Treatment Repair	600 m	4,020	\$ 43,576.80 (10.84/m2)	\$51,054 (\$12.70/m2)
Slurry Seal	4,000m	26,800	\$128,372 (\$4.79/m2)	\$ 134,000 (\$5.00/m2)
Total Price			\$171,948.80	\$185,054.00

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

For comparison purposes, previous years Surface Treatment and Slurry Seal prices:

Year	Double Surface Treatment per m2	Slurry Seal Per m2
2020	\$6.14	No slurry this year
2021	\$7.44-\$8.81	\$3.44
2022	\$10.13	\$4.48
2023	\$10.84	\$4.79

### Financial Considerations:

The Draft 2023 Capital Budget for the Bunny Trail project is \$187,298.00.

The adjusted cost for 2023 including HST and the HST rebate is \$174,974.28. The remaining \$12,323.72 will be utilized for pulverizing and preparation of the 600-meter section of road.

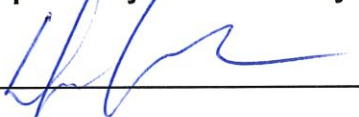
There has been an increase of 7% over 2022 tendered prices for both Double Surface Treatment and Slurry Seal.

### Link to Strategic Plan:

#### 5. Maintenance of our Infrastructure:

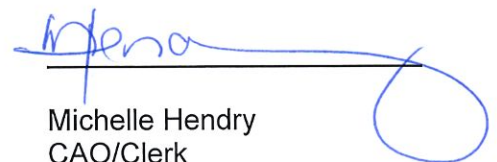
To maintain and preserve the Municipality's infrastructure to established standards within our financial capability

Respectfully submitted by:



David Creasor  
Manager of Public Works

Reviewed by:



Michelle Hendry  
CAO/Clerk

**Attachments:** none



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Public Works

**Agenda Date:** May 16, 2023

**Report No:** PW-2023-11

**Subject:**

Relocation of Community Information Sign

**Recommendation:**

**THAT** the Council of the Municipality of Whitestone does hereby receive Report PW-2023-11 (Relocation of Community Information Sign); and

**THAT** notwithstanding By-law 22-2007, being a By-law to Control the erection of Signs in the Municipality of Whitestone, the Council of the Municipality of Whitestone hereby provides approval for the relocation of the Whitestone McKellar Lions Club Community Information Sign, to York Street between Hwy 124 and 52 York Street (York Street Landfill Site), to be located on the Municipal road allowance; and

**THAT** the ownership including repair and maintenance of the Community Information Sign, remain the responsibility of the Whitestone McKellar Lions Club.

**Background:**

The Community Information Sign is currently located on the north side of Hwy 124 (at 1230 Hwy 124, the Grange property) facing east (for west bound traffic) and was installed in 2018. A five (5) year permit was applied for and granted to the Whitestone McKellar Lions Club to allow for the installation.

A renewal of the permit is now required and the Lions Club have indicated that the cost of the MTO permit (for five years) is \$770, allowing the sign to remain in its current location. The previous cost was \$125 for five years. The sign permit expired on March 03, 2023.

The Lions Club has reached out to the Municipality to see if the Municipality would take over the cost of the sign permit or alternately, if there is a different location inside the community which would provide Community Group awareness without the cost of a permit.

On March 21, 2023 Joyce Campbell President of the Whitestone McKellar Lions Club attended the Council meeting to discuss the sign and to request a location on a Municipality of Whitestone

road for the Community Information Sign to be moved to. The Lions Club have indicated an interest in having the sign located on York Street between Hwy 124 and 52 York Street (the Landfill Site).

**Analysis:**

The two landfills in the Municipality of Whitestone are located at York Street and Aulds Road, serving the residents of Whitestone. These locations capture the vast majority of the residents of Whitestone at all times of the year however York Street experiences a higher volume of traffic flow.

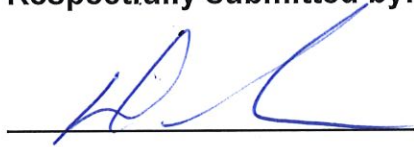
A location along York Street would appear to be an ideal opportunity to showcase the Community Information sign and remove the requirement for an MTO permit.

Municipal Public Works staff would undertake the relocation of the sign on behalf of the Lions Club.

**Financial Considerations:**

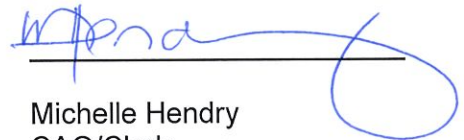
There would be no cost for the Municipality to permit the Community Information Sign to be relocated to York Street, with the exception of staff time and equipment.

**Respectfully submitted by:**



David Creasor  
Manager of Public Works

**Reviewed by:**



Michelle Hendry  
CAO/Clerk

**Attachments:**

**Attachment A:**

By-law 22-2007 being a By-law to Control the erection of Signs in the Municipality of Whitestone

# Attachment A

## THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

### BY-LAW NO. 22-2007

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#### Being a By-Law to Control the Erection of Signs in the Municipality of Whitestone

---

Whereas the Council of the Corporation of the Municipality of Whitestone deems it necessary to control the erection of signs on Municipal highways or road allowances or any part thereof;

And Whereas the Council of the Corporation of the Municipality of Whitestone feels that the erection of signs is a danger to safe driving;

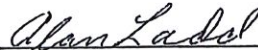
Now therefore the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

1. That the Municipality of Whitestone prohibits the erection of any sign of advertisement on any Municipal highway or road allowance or any part thereof or attach any sign to any tree or pole on a Municipal highway or road allowance or any part thereof with the exception of:
  - 1.1 a cottage association may erect a sign identifying the association and its members but approval of the Road Superintendent is necessary for the location and size of sign;
  - 1.2 a business establishment may erect up to three (3) private directional signs having a maximum sign area of 900 cm. (example 15cm x 60 cm.) for each sign with location approved by Road Superintendent.

Note: No sign shall be erected in such a manner as to interfere with the safe movement of traffic or with road maintenance operations by obstructing view or causing distraction. A sign shall be deemed to interfere with the safe movement of traffic or with road maintenance operation of its positions, shape, colour, format or illumination obstructs the view of or may be confused with an official traffic sign, signal or device or other official sign, or otherwise poses a potential hazard to traffic. Nothing in this By-Law shall be applicable to any sign erected under the authority of a permit issued by the Ministry of Transportation of Ontario.

2. That By-Law No. 6-93 shall be rescinded.
3. This by-law shall come into force and take effect upon passage by Council.

Read a First and Second time this 19<sup>th</sup> day of March, 2007.

  
Deputy Mayor                      Alan Ladd

  
CAO-Clerk                              Liliane Nolan

Read a Third time and Passed, Signed and Sealed this 19<sup>th</sup> day of March, 2007.

  
Deputy Mayor                      Alan Ladd

  
CAO-Clerk                              Liliane Nolan



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

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

## MEMORANDUM

**To:** Mayor and Council  
**From:** Michelle Hendry, CAO/Clerk  
**Date:** May 16, 2023  
**Re:** Shared Chief Building Inspector Services

### Background

Further to the Memorandum to Council on March 21, 2023, the Township of McKellar remains agreeable to continuing the Chief Building Official (CBO) shared services with the Municipality of Whitestone. The Municipality of Whitestone prepared a draft agreement with the details of the shared services. The Township of McKellar had previously moved forward with their own resolution and they are not prepared to sign an agreement.

That said, the resolution below should be sufficient to allow for the continuation of shared services and ongoing relationship the two Municipalities enjoy.

### Resolution

**THAT** the Council for the Municipality of Whitestone agrees to continue the current arrangement of shared CBO services with the Township of McKellar; and

**THAT** the Municipality of Whitestone will invoice the Township of McKellar and the Township of McKellar will invoice the Municipality of Whitestone for services provided. The rate of pay will be the CBO's usual rate of pay at the time of the services provided; and

**THAT** travel will be reimbursed at the current rate per kilometer for the Municipality and Township and that mileage is tracked and paid from the point that the Building Inspector leaves the main office and returns once inspection is complete; and

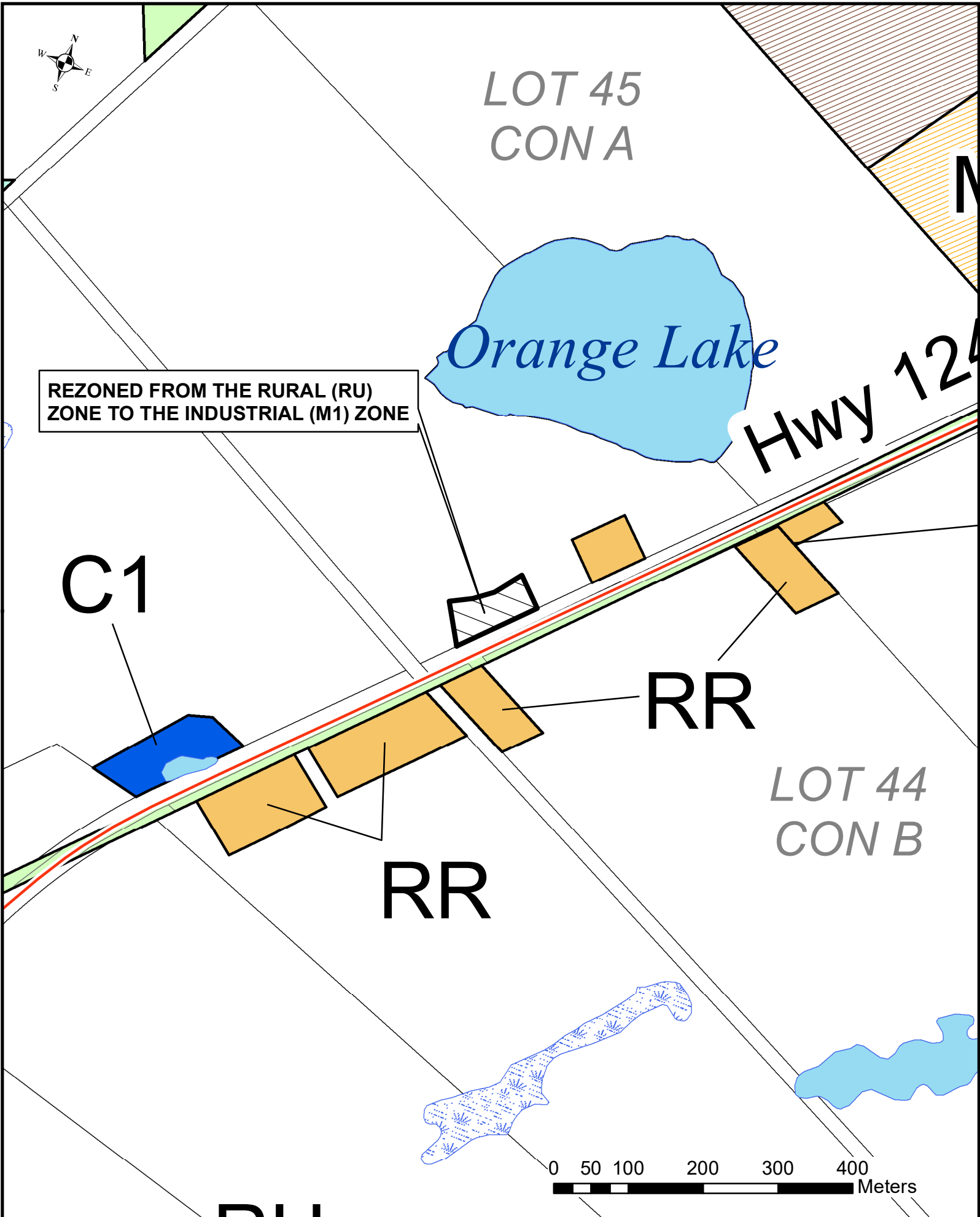
**THAT** all efforts will be made to ensure advanced notice of the need for CBO services/ however, it is understood that advanced notice (and in some cases availability) may not always be possible in the case of an emergency and short notice; and

**THEREFORE, BE IT RESOLVED THAT** either party may terminate this arrangement with 30 days' written notice.

# BY-LAWS







**THIS IS SCHEDULE "1" TO BY-LAW No. 34-2023**

**MUNICIPALITY OF WHITESTONE**

**PASSED THIS 16th DAY OF MAY, 2023**

**GEORGE COMRIE, MAYOR**

**MICHELLE HENDRY,  
CAO-CLERK**

PLAN 42R - 18200

RECEIVED AND DEPOSITED  
DEC. 20, 2007

Liz Taylor  
LAND REGISTRAR FOR THE REGISTRY  
DIVISION OF PARRY SOUND

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE  
REGISTRY ACT  
NOVEMBER 30, 2007

R.C. Hawkins  
R.C. HAWKINS O.L.S.

PART(S) LOT CON INST  
1 PT. 44 A PT. 139888

NOTE:  
BEARINGS ARE ASTROMOMIC AND ARE REFERRED TO THE  
WESTERLY LIMIT OF PART 3 AS SHOWN ON PLAN 42R-2682  
HAVING A BEARING OF N 44° 12' 30" E

LEGEND

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- MTO DENOTES MINISTRY OF TRANSPORTATION ONTARIO

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 28TH DAY OF NOVEMBER, 2007.

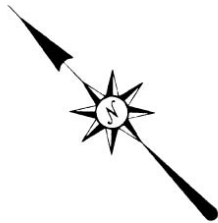
R.C. Hawkins  
NOVEMBER 30, 2007  
PARRY SOUND, ONTARIO ONTARIO LAND SURVEYOR

PLAN OF SURVEY OF  
PART OF LOT 44, CONCESSION A  
GEOGRAPHIC TOWNSHIP OF HAGERMAN  
NOW IN THE  
**MUNICIPALITY OF WHITESTONE**  
DISTRICT OF PARRY SOUND  
SCALE 1:1000

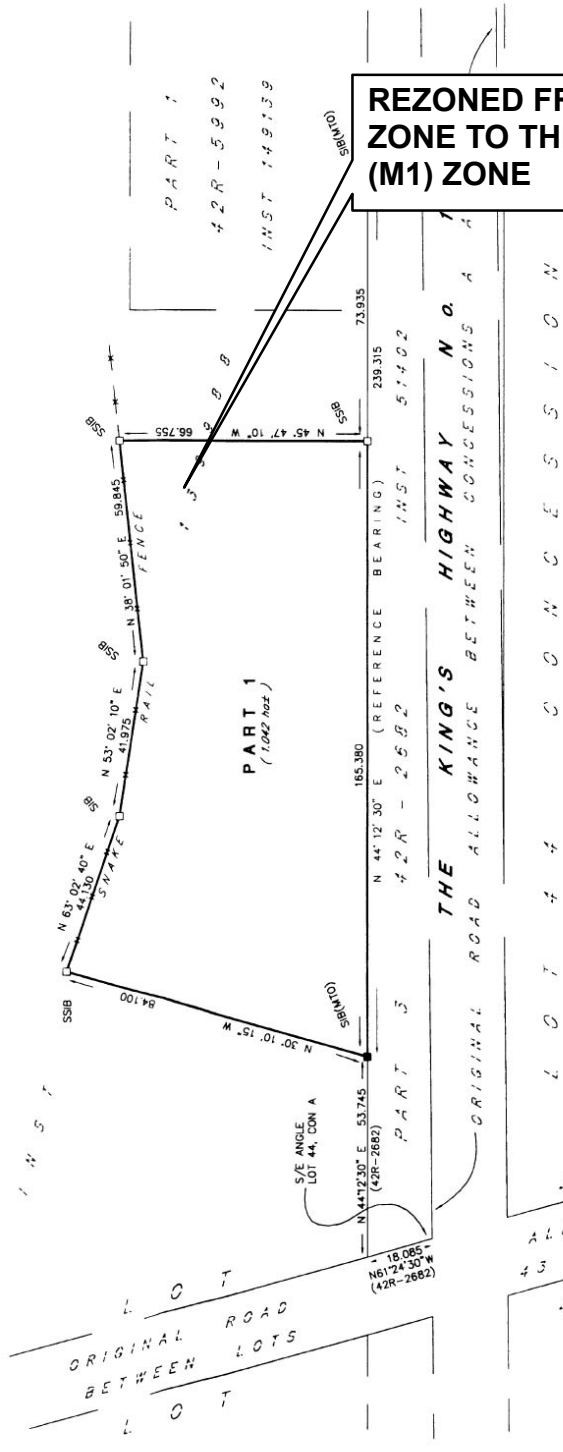


L.U. MAUGHAN COMPANY LIMITED  
ONTARIO LAND SURVEYORS  
5 McMURRAY STREET, PARRY SOUND, ONTARIO  
P2A 1E6 (705)-746-5805 FAX 746-7276

PROJECT 07254 PLAN No. HAG - 843 FIELD NOTES HAG - 355



L O T 4 4 C O N C E S S I O N A



METRIC  
DISTANCES SHOWN ON THIS  
PLAN ARE IN METRES AND  
CAN BE CONVERTED TO FEET  
BY DIVIDING BY 0.3048

**THIS IS SCHEDULE "2" TO BY-LAW No. 34-2023**  
**MUNICIPALITY OF WHITESTONE**  
**PASSED THIS 16th DAY OF MAY, 2023**

MAYOR

CAO-CLERK



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

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

## MEMORANDUM

**To:** Mayor and Council  
**From:** Paula Macri, Planning Assistant  
**Date:** May 16, 2023  
**Re:** Application to Close a Road Allowance - Salvatori et al (the "Applicants")

---

On May 2, 2023, the Council of the Municipality of Whitestone passed a motion to provide a full refund of the administration fee and security deposit to the Applicants.

The Applicants have confirmed that no further work is required on the concession road allowance, and therefore there is no need to obtain yearly insurance as stated in the Encroachment /Road Agreement dated July 19, 2017.

It is recommended that By-law 33-2017 (Being a By-Law to enter into an agreement with DANIEL SALVATORI, JAMES ENSLEN, BRENT KAUFMAN AND RYAN O'HARE to Use a section of an Unopened Road Allowance) be repealed and the agreement will no longer be in effect.

THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE

BY-LAW NO. 35-2023

---

**Being a By-Law to repeal By-law 33-2017,  
“Being a By-Law to enter into an agreement with Daniel Salvatori, James Enslin, Brent Kaufman and Ryan O’Hare to Use a section of an Unopened Road Allowance (PIN 52250-0535- Legal Description Part Road Allowance between Concessions 2 and 3 geographic Township of McKenzie between Parts 3 & 7 Highway 610; Whitestone)**

---

**WHEREAS** on the 19<sup>th</sup> day of July, 2017, the Corporation of the Municipality of Whitestone passed By-law 33-2017, being a By-Law to enter into an agreement with Daniel Salvatori, James Enslin, Brent Kaufman and Ryan O’Hare to use a section of an Unopened Road Allowance (PIN 52250-0535- Legal Description Part Road Allowance between Concessions 2 and 3 geographic Township of McKenzie between Parts 3 & 7 Highway 610; Whitestone);

**AND WHEREAS** the Council of the Municipality of Whitestone deems it appropriate to repeal By-law 33-2017, as there are no further obligations in respect of the construction and maintenance of the unopened road allowance, and there is no requirement for the ‘OWNERS’ to carry liability insurance;

**AND NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Municipality of Whitestone hereby enacts as follows:

1. **THAT** By-law No. 33-2017, “Being a By-Law to enter into an agreement with Daniel Salvatori, James Enslin, Brent Kaufman and Ryan O’Hare to Use a section of an Unopened Road Allowance”, is hereby repealed in its entirety; and
2. **THAT** this By-law shall come into force and take effect on the date of its passing.

**READ** a **FIRST** and **SECOND** time this 16th day of May, 2023.

---

**Mayor** George Comrie

---

**CAO/Clerk** Michelle Hendry

**READ** a **THIRD** time and **PASSED, SIGNED, SEALED** and **ENACTED** this 16th day of May, 2023.

---

**Mayor** George Comrie

---

**CAO/Clerk** Michelle Hendry

# **BUSINESS MATTERS**



## Proclamation

### Mayors' Monarch Pledge

**WHEREAS**, The monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of people; and

**WHEREAS**, Both the western and eastern monarch populations have seen significant declines with less than one percent of the western monarch population remaining, while the eastern population has fallen by as much as ninety percent; and

**WHEREAS**, The Municipality of Whitestone recognizes that human health ultimately depends on well-functioning ecosystems and that biodiverse regions can better support food production, healthy soil and air quality and can foster healthy connections between humans and wildlife; and

**WHEREAS**, Cities, towns and rural areas play a critical role in helping to save the monarch butterfly, and the Municipality of Whitestone is eager to participate in the National Wildlife Federation's Mayors' Monarch Pledge; and

**WHEREAS**, Every resident of the Municipality of Whitestone can make a difference for the monarch by preserving and planting native and nectar plants to provide habitat for the monarch and pollinators; and

**NOW, THEREFORE**, the Municipality of Whitestone, does hereby proclaim:

#### **The Monarch Pledge**

in the Municipality of Whitestone and, encourage all residents to participate in monarch butterfly conservation.

---

Date

---

Mayor George Comrie



## Proclamation

### June 2023 Senior's Month

**WHEREAS**, Seniors' Month is an annual nation-wide celebration; and

**WHEREAS**, Seniors have contributed and continue to contribute immensely to the life and vibrancy of the Whitestone community; and

**WHEREAS**, Seniors continue to serve as leaders, mentors, volunteers, and important and active members of this community; and

**WHEREAS**, their contributions past and present warrant appreciation and recognition and their stories deserve to be told; and

**WHEREAS**, the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community; and

**WHEREAS**, the knowledge and experience seniors pass on to us continues to benefit all;

**NOW THEREFORE BE IT RESOLVED THAT** I, Mayor George Comrie on behalf of Whitestone Council, do hereby proclaim the month of June 2023 as 'Seniors' Month' in the Municipality of Whitestone and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

---

Date

---

Mayor George Comrie



# CORRESPONDENCE

a.



**DUNCHURCH AGRICULTURAL SOCIETY**

155 Maple Island Road  
Dunchurch, ON P0A 1G0

Municipality of Whitestone

April 21, 2023

21 Church Street, Dunchurch Ontario, P0A 1G0

RE: Kitchen Equipment at The Hitching Post

It has come to my attention that the Municipality may be looking to dispose of the kitchen equipment from the old Hitching Post Restaurant.

The Dunchurch Agricultural Society would appreciate being included in your plans as a potential recipient of some of the equipment that would meet our needs in our food booth.

Thank you for your consideration.

Dunchurch Agricultural Society

c/o Juliette Terry

155 Maple Island Road

Dunchurch, ON

P0A 1G0

705-389-9520

b.



**Branch 394**  
**Magnetawan-Dunchurch**

Jeff Jones, President  
Heather McEwen, Secretary  
705 746 3031  
Email contact: [heather.mcewen@outlook.com](mailto:heather.mcewen@outlook.com)

Royal Canadian Legion  
Branch 394 Magnetawan  
2130 Balsam Road,  
Dunchurch, Ontario  
P0A 1G0

April 28, 2023

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

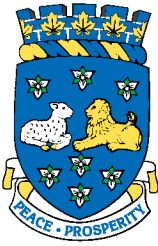
Attention: Michelle Hendry

I am corresponding on behalf of the Royal Canadian Legion, Branch 394 to express an interest in the kitchen equipment currently in the Twist restaurant. We would appreciate your consideration whenever a decision is made regarding the disposal of the equipment.

Thanking you in advance.

Yours sincerely,

Jeff Jones, President



April 24, 2023

Area Members of Provincial Parliament  
Sent via email

Dear Area Members of Provincial Parliament:

**Re: Councillor J. Erb Notice of Motion**

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on April 19, 2023, approved the following motion:

**WHEREAS the Municipal Elections Act requires all individuals wishing to be a candidate in a municipal or school board election to file Nomination Paper - Form 1 with the municipal clerk;**

**AND WHEREAS the Municipal Elections Act requires all candidates who sought election to a municipal council or school board to file Financial Statement – Auditor’s Report Candidate – Form 4 with the municipal clerk;**

**AND WHEREAS Form 1 requires candidates to provide their qualifying address;**

**AND WHEREAS Form 4 requires candidates to list the name and home address of any donor contributing over \$100.00**

**AND WHEREAS the Municipal Elections Act specifies that these documents are not protected by the Municipal Freedom of Information and Protection of Privacy Act, and requires the municipal clerk to make Form 4 available on a website;**

**AND WHEREAS there has been concern expressed about those who hold public office and those who support them that they have been the subject of unnecessary attention and excessive scrutiny;**

**AND WHEREAS the requirement to publish the personal home address of donors to specific candidates may discourage individuals from**

engaging in the democratic process to elect municipal and school board politicians.

**THEREFORE, BE RESOVLED THAT the Regional Municipality of Waterloo calls on the Minister of Municipal Affairs and Housing for the Province of Ontario to protect the privacy of candidates and donors by removing the requirement for their street name, number and postal code to be listed on publicly available forms.**

**AND FURTHER THAT for verification purposes, the addresses of all candidates and all donors over \$100 be submitted to the municipal clerk on separate forms that are protected by the Municipal Freedom of Information and Protection of Privacy Act and will not be published.**

**AND FINALLY, that this resolution be forwarded to the Area Members of Provincial Parliament, the Association of Municipalities of Ontario, the Association of Municipal Clerks and Treasurers of Ontario, the Ontario Public School Boards' Association, the Ontario Catholic School Trustees' Association, and all Ontario municipalities.**

Please accept this letter for information purposes only. If you have any questions or require additional information, please contact Rebekah Harris, Research/Administrative Assistant to Council, at [RHarris@regionofwaterloo.ca](mailto:RHarris@regionofwaterloo.ca) or 519-575-4581.

Regards,



William Short

Regional Clerk/Director, Council and Administrative Services

WS/hk

cc: Association of Municipalities of Ontario  
Association of Municipal Clerks and Treasurers of Ontario  
Ontario Public School Boards' Association  
Ontario Catholic School Trustees' Association  
Ontario municipalities

**Treasury Board Secretariat**

Emergency Management Ontario  
25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1200

**Secrétariat du Conseil du Trésor**

de la gestion des situations d'urgence  
Ontario  
25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tél. : 647-329-1200



May 04, 2023

Municipality of Whitestone

Dear Kathy Whitman - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2023.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 398 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2022, of which 393 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
  - Not conducting an annual exercise as prescribed;
  - CEMC did not complete training;
  - Not completing the annual MCEG training; and/or
  - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Grant Murphy  
Email: [grant.murphy2@ontario.ca](mailto:grant.murphy2@ontario.ca)  
Phone: 613-329-0807

Sincerely,

Teepu Khawja  
Assistant Deputy Minister and Chief, Emergency Management  
Treasury Board Secretariat

cc: Mayor George Comrie

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May 4, 2023

Dear Michelle,

As the Chair of the Parry Sound Building Committee, I thank you for taking the time to share your feedback regarding the Parry Sound JK-12 Build. Your comments were received and reviewed by the Parry Sound Building Committee on behalf of the Board of Trustees.

As part of the Near North District School Board's Multi-Year Strategic Plan, we are committed to transparency in communication. As you may be aware, this project has been underway for 10+ years, resulting in the accumulation of many presentations, reports, agendas, minutes, and media releases. As such, the NNDSB created a dedicated webpage for this project, so that its history and ongoing developments could be centralized and readily accessible to the public. We would encourage you to review the JK-12 Parry Sound School website [here](#). For ease of reference, links to some of the project highlights have been included below:

- [Community Feedback Report](#) developed in July 2021 to summarize the details of the Parry Sound JK-12 Build. This document is updated on a regular basis as information becomes available;
- Review of the original ARC process by an external consultant – [Dallip Report](#);
- NNDSB's [presentation to Parry Sound Town Council](#) re: the Parry Sound JK-12 Build on June 1, 2021;
- A copy of NNDSB's [presentation](#) from the Parry Sound Town Council meeting on June 1, 2021;
- [Media release](#) relating to the public presentation made by NNDSB's architects, The Ventin Group Architects (+VG), reviewing the drawings for the build;
- [Notice of Motion](#) October 11, 2022 brought forward to the Board of Trustees to provide clarification in response to a letter issued by the Town of Parry Sound regarding the Parry Sound JK-12 Build;
- [Resulting report](#) from NNDSB staff responding to the above noted Notice of Motion dated December 13, 2022.



In response to the feedback and questions from the community, the [Community Feedback Report](#) has been updated to reflect the most current information available regarding the new build. We would encourage you to review the report, as many of the questions you have raised have been addressed within.

We have also made available the site plan and floor plans for the Parry Sound JK-12 build, which can be found [here](#). Additionally, a short video walk-through of the site plans is being shared [here](#). This will guide you through the proposed building layout and offer some insight into the proposed school design and layout.

We trust that the above information helps to clarify your questions about the project. On behalf of the Parry Sound Building Committee, I thank you again for taking the time to share your feedback.

Sincerely,



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Howard Wesley, Trustee  
Parry Sound Build Committee