



**Agenda of Regular Council Meeting  
Tuesday, September 19, 2023, 6:30 p.m.**

**Dunchurch Community Centre**

**and**

Join Zoom Meeting **(Video)**

<https://us02web.zoom.us/j/83399001572>

**(Phone Call Only)**

Dial [+1 647 558 0588](tel:+16475580588) then Enter Meeting ID: 833 9900 1572#

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

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

**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 Integrity Commissioner Report on Municipal Conflict of Interest application – Mayor George Comrie  
Aird & Berlis LLP, Integrity Commissioner  
John Pappas

## **Matters Arising from Presentations and Delegations ®**

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

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

##### **5.1 Planning Matters**

###### **Shore Road Allowance Applications**

- 5.1.1 Application to Purchase and Close Shore Road Allowance, MJ DEVELOPMENTS ®
  - Memorandum from John Jackson, Planner dated August 22, 2023
- 5.1.2 Application to Purchase and Close Shore Road Allowance, VAN BERKEL ®
  - Memorandum from John Jackson, Planner dated August 22, 2023
- 5.1.3 Application to Purchase and Close Shore Road Allowance, BURRELL/RICE/POTTINGER/MERRITT ®
  - Memorandum from Paula Macri, Planning Assistant September 13, 2023

###### **Re-Zoning Application** (follow-up from July 18<sup>th</sup>, 2023 Public meeting)

- 5.1.4 MASIN, James - Proposed Zoning By-Law amendment is to rezone Part Lot 4, Concession 4 McKenzie being Part 1, 42R4131 geographic Township of McKenzie now in the Municipality of Whitestone from the Waterfront 3-Limited Services (WF-3 LS) Zone to the Waterfront 3-Limited Services (WF-3 LS) Exception Zone ®
  - Memorandum from Paula Macri, Planning Assistant September 13, 2023

###### **Consent Applications** (listed in order of Consent number)

- 5.1.5 Consent Application B22/2023(W), GORRIE, Carol ®
  - Memorandum from John Jackson, Planner dated August 15, 2023
- 5.1.6 Consent Application B29/2023(W), DESJARDINS, Robert and Jeannette ®
  - Memorandum from John Jackson, Planner dated September 8, 2023
- 5.1.7 Consent Application B32/2023(W), NASH, Scott and Garth ®
  - Memorandum from John Jackson, Planner dated September 6, 2023

##### **5.2 2023 Strategic Plan**

- 5.2.1 2023 Strategic Plan and Action Plans update ®
  - Memorandum from CAO/Clerk Hendry dated September 19, 2023
  - Draft Strategic Plan, 2023
  - Draft Action Plans, 2023

### **Reconvene into Regular Meeting ®**

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

**6. Public Meeting – None**

**7. Consent Agenda ®**

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

7.1 Council and Committee Meeting Minutes

7.1.1 Regular Council Meeting Minutes for Tuesday, September 5, 2023

7.1.2 Regular Closed Session Meeting Minutes for Thursday September 7, 2023

7.2 Unfinished Business (listed on page 4)

**Matters Arising from Consent Agenda**

**8. Accounts Payable**

8.1 Accounts Payable ®

**9. Staff Reports**

9.1 Report ADMIN-2023-10

DRAFT Multi-Year Accessibility Plan ®

**10. By-Laws**

10.1 By-law No. 58-2023, being a By-law to Close and Stop up that part of the original shore road allowance along the shores of WahWashKesh Lake, in front of Lot 28, Concession 5 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Parts 6-11, Plan 42R-22220 and to sell Parts 6-11, Plan 42R-22220 (Burrell/Rice/Pottinger/Merritt) ®

10.2 By-Law No. 50-2023, being a By-law for a Zoning By-law amendment to rezone Part Lot 4, Concession 4 McKenzie being Part 1, 42R4131 geographic Township of McKenzie now in the Municipality of Whitestone from the Waterfront 3-Limited Services (WF-3 LS) Zone to the Waterfront 3-Limited Services (WF-3 LS) Exception Zone – MASIN ®

**11. Business Matters**

11.1 Mileage paid to members of Council ®

**12. Correspondence ®**

**Matters Arising from Correspondence**

**13. Councillor Items**

**14. Questions from the Public**

**15. Confirming By-law ®**

**16. Adjournment ®**

## Unfinished Business

DATE	ITEM AND DESCRIPTION	ASSIGNED TO	STATUS
March 15, 2021	<b>Review of By-law 20-2014</b> (being a By-law for the licensing, regulating/governing of rental units in Whitestone)	Staff	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
October 4, 2022	<b>Animal and Bird Control DRAFT By-law</b> – presented to Council  <b>THAT</b> the Draft Animal By-law be received for information	Agricultural Committee / Council	Discussion with Council on September 5, 2023  Direction from Council; Draft By-law to be revised and modified as discussed by Council and brought back to a Council meeting at a future date
March 21, 2023	<b>Audio-Visual upgrades at the Dunchurch Community Centre</b>  <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	TBD	Development of RFP in progress
June 6, 2023	<b>Strategic Plan- Public comment</b> <b>THAT</b> the Council of the Municipality of Whitestone request Staff update the Strategic Plan and Action Items / Priorities as discussed; and  <b>THAT</b> the updated Strategic Plan and the Action Items/Priorities be posted on Social Media and the Municipal Website for thirty (30 days) seeking public input and comment	Staff	Public Comments to be received until August 31, 2023  Comments submitted to Council at the September 19, 2023 Council meeting
	<b>By-law development – Lake access points</b>		



July 4, 2023	<p><b>Boat launch signage</b>  <b>THAT</b> the Council of the Municipality of Whitestone hereby directs Public Works staff to replace the “No Camping” signs at Municipally owned lands and lands that are under the authority of MNRF where a land use permit is in place with the Municipality of Whitestone with signage that reads:</p> <p>“No overnight camping in the parking and boat launch area”</p>	Public Works Staff	In progress – waiting for sign delivery.
	<p><b>Pubic Works Vehicles-Staff use</b>  <b>THAT</b> the Council of the Municipality of Whitestone ask staff to report on personal use of vehicles by staff and financial implications.</p>	Administration Staff	TBD
	<p><b>Strategic Plan, By-law Initiatives</b>  <b>THAT</b> the Council of the Municipality of Whitestone receive for information the Memorandum from CAO/Clerk Hendry, Strategic Plan – moving forward with 2023 priorities  <b>THAT</b> the recommendations in the above referenced Memorandum are hereby accepted in respect of bringing forward to Council a draft updated Rental Unit By-law, Trailer By-law, Parking By-law and the draft Animal and Bird By-law.</p>	Assigned to various staff	<p>In progress</p> <p>Animal and Bird By-law submitted to Council September 5, 2023</p> <p>Remainder of the By-laws in progress</p>
July 18, 2023	<p><b>Farley’s Road Boat Launch, General Public Use</b>  <b>THAT</b> the Council of the Municipality of Whitestone receives for information Memorandum, Farley’s Road Boat Launch, General Public Use; and  <b>THAT</b> the Council of the Municipality of Whitestone approves the use of the Farley’s Road Boat Launch for shared use between the deeded access properties and day use only Public Parking; and  <b>THAT</b> Staff be requested to install signage to designate the two distinct parking areas as soon as practical; and  <b>THAT</b> the current By-law 25-2010, being a By-Law to regulate traffic and to govern and control the parking of vehicles in the Municipality of</p>	<p>Staff</p> <p>Staff</p>	<p>Signage installed</p> <p>In progress</p>

	Whitestone be updated to reflect the above referenced direction of Council.		
	<b>New Pumper Fire Apparatus,</b> Consultant proposal <b>THAT</b> the Council of the Municipality of Whitestone receives for information Memorandum, New Pumper Fire Apparatus, Consultant proposal; and <b>THAT</b> the Council of the Municipality of Whitestone agrees to proceed with engaging Performance Concepts Consulting Inc. to assist the Municipality with a report in respect of the purchase decision for a New Pumper Fire Apparatus.	Staff/Consultant	In progress
September 5, 2023	Snakeskin Lake boat launch Staff to work with MNRF to determine if a Land Use Permit is required to develop the Snakeskin Lake boat launch, and if so, to apply for one.	Staff	In progress

**END**

## **Correspondence**

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

- A. Township of McKellar resolution regarding Regional Amalgamation of West Parry Sound Area Municipalities
- B. Seguin Township resolution regarding Amalgamation
- C. Township of Matachewan resolution regarding the introduction of legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments
- D. Township of Carling resolution regarding the Town of Parry Sound resolution with respect to the Area Wide Simplified Governance Model
- E. Township of Carling resolution regarding West Parry Sound Recreation and Culture Centre Public Update Request



# PRESENTATIONS AND DELEGATIONS



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## **INTEGRITY COMMISSIONER REPORT ON MCIA APPLICATION 2023-01**

### **THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**Aird & Berlis LLP**

**John George Pappas**

August 27, 2023

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**INTEGRITY COMMISSIONER REPORT  
MCIA APPLICATION 2023-01  
MAYOR GEORGE COMRIE**

**A. INTRODUCTION**

1. Aird & Berlis LLP is the Integrity Commissioner for The Corporation of the Municipality of Whitestone (the “**Municipality**”).
2. A formal application pursuant to subsection 223.4.1(2) of the *Municipal Act, 2001*<sup>1</sup> was filed directly with our office on March 13, 2023 (the “**Application**”).
3. The Application alleges that Mayor George Comrie (the “**Mayor**”) contravened section 5 of the *Municipal Conflict of Interest Act*<sup>2</sup> by failing to declare a pecuniary interest in, participating in discussion and voting on a resolution regarding a monetary grant made to the Lake Wahwashkesh Conservation Association (the “**Association**”) through Council Resolution 2018-81 (the “**Grant Resolution**”) at the Regular Meeting of Council held on March 5, 2018.
4. The Application also alleges that the Mayor contravened the *MCIA* at the Regular Meeting of Council on June 4, 2018 by failing to disclose a pecuniary interest, participating in discussion and voting on a resolution approving the accounts payable of the Municipality, which contained a line item for the payment of \$3,000 to the Association in furtherance of the Grant Resolution, through Council Resolution 2018-199 (the “**AP Resolution**”).
5. The Application alleges that the Grant Resolution and AP Resolution give rise to a conflict of interest for the following reasons:
  - The Mayor and his wife are believed to have been a member of the Association at the time of the impugned votes. As such, the Mayor would have an indirect pecuniary interest by virtue of being a “member of a body” pursuant to subsection 2(1) of the *MCIA*.
  - The Mayor owns property on Lake Wahwashkesh, and the installation and repair of the docks would thereby result in a financial benefit on account of an increased property value.
  - The Mayor’s brother, Don Comrie, was formerly the President of the Association, and a member of its board of directors, which gave rise to a deemed pecuniary interest.
6. Subsection 223.4.1(15) of the *Municipal Act, 2001* provides that upon completion of an inquiry, the Integrity Commissioner may, if he or she considers it appropriate, apply to a judge under section 8 of the *MCIA* for a determination as to whether a member has contravened the *MCIA*.
7. Subsubsection 223.4.1(17) *Municipal Act, 2001* provides that the Integrity Commissioner shall publish written reasons for the decision. This report contains our decision regarding our inquiry into the Application and is issued pursuant to subsection 223.4.1(17) of the *Municipal Act, 2001*.

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<sup>1</sup> *Municipal Act, 2001*, S.O. 2001, c. 25.

<sup>2</sup> *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 (“*MCIA*”).

8. It is our view that the requirement of subsection 223.4.1(17) is satisfied by including this Report in the agenda materials for an open meeting of Council.

## **B. APPOINTMENT & AUTHORITY**

9. Aird & Berlis LLP was appointed Integrity Commissioner for the Municipality pursuant to subsection 223.3(1) of the *Municipal Act, 2001* on October 4, 2022.

10. We have reviewed the Application in accordance with our authority as Integrity Commissioner and as set out in section 223.4.1 of the *Municipal Act, 2001* and the Municipality's Integrity Commissioner Inquiry Protocol.

## **C. PRELIMINARY MATTERS**

11. Pursuant to subsection 223.4.1(2) of the *Municipal Act, 2001*, only an "elector" or a "person demonstrably acting in the public interest" may file an application to the Integrity Commissioner for an inquiry to be carried out concerning an alleged contravention of the *MCIA*. We are satisfied that the Applicant in this matter is an elector of the Municipality.

12. Further, subsection 223.4.1(4) of the *Municipal Act, 2001* requires that an application to the Integrity Commissioner be made within six (6) weeks after the applicant became aware of the alleged contravention. This provision replicates the time limit set out in subsection 8(2) of the *MCIA*. The strict time limit is meant to protect elected officials and ensure that applications are brought forward on a timely basis.<sup>3</sup>

13. The case law interpreting the six-week limitation period provided for in the *MCIA* establishes that the "test" is a mixed-subjective assessment. The clock starts to run when the applicant has actual or constructive knowledge of the facts on which the alleged contravention of the *MCIA* is based.<sup>4</sup>

14. The present Application deals with matters discussed by Council in 2018, approximately five years prior to the filing of the Application. The Applicant has, however, provided an explanation for the timeliness of the Application.

15. The Applicant has explained that they recently become part of a working group to study matters associated with the background underlying the Application (i.e., Lake Wahwashkesh). In this capacity, the Applicant had undertaken research and gathered background information on various matters before Council. The Applicant only discovered the facts that constituted a contravention of the *MCIA* while undertaking this research, and then promptly filed the Application.

16. We are satisfied that the Application was brought forward within six (6) weeks of the Applicant having acquired a reasonable subject belief (i.e. knowledge) of the alleged contravention.

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<sup>3</sup> *Hervey v. Morris*, 2013 ONSC 956, 9 M.P.L.R. (5th) 96 (Ont. S. C.J.).

<sup>4</sup> *MacDonald v. Ford* (2015), 41 M.P.L.R. (5th) 175, at paras. 11, 154 (Ont. S.C.J.); see also *Methuku v. Barrow* (2014), 29 M.P.L.R. (5th) 143, at paras. 19-23 (Ont. S.C.J.).

**D. MCIA PROVISIONS AT ISSUE**

17. The Application alleges that the Councillor contravened section 5 of the *MCIA*, which provides as follows:

**When present at meeting at which matter considered**

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

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question.

18. The *MCIA* defines “indirect pecuniary interest” as follows:

**Indirect pecuniary interest**

**2** For the purposes of this Act, a member has an indirect pecuniary interest in any matter in which the council or local board, as the case may be, is concerned, if,

- (a) the member or his or her nominee,
  - (i) is a shareholder in, or a director or senior officer of, a corporation that does not offer its securities to the public,
  - (ii) has a controlling interest in or is a director or senior officer of, a corporation that offers its securities to the public, or
  - (iii) is a member of a body,

that has a pecuniary interest in the matter; or

- (b) the member is a partner of a person or is in the employment of a person or body that has a pecuniary interest in the matter.

19. The *MCIA* also provides for “deemed” pecuniary interests as follows:

**Interest of certain persons deemed that of member**

**3** For the purposes of this Act, the pecuniary interest, direct or indirect, of a parent or the spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member.

20. The confined circle of family members from which a deemed pecuniary interest may arise under section 3 of the *MCIA* does not include siblings.

## **E. REVIEW OF MATERIALS & INQUIRY**

21. In order to undertake our inquiry into the Application, we have reviewed the following:

- the Application and materials referred to therein, including attachments;
- the Mayor's response, dated May 8, 2023;
- the Applicant's reply submissions, dated May 26, 2023;
- various Council agendas and minutes, staff reports, and other materials related to the Grant Resolution; and
- background materials related to the Association.

22. We have also reviewed, considered and had recourse to such applicable jurisprudence and secondary source material, including other Integrity Commissioner reports, that we believed to be pertinent to the issues at hand.

## **F. BACKGROUND**

### **(a) The Mayor**

23. The Mayor was elected to his current office in the 2022 Municipal Election. In October 2019, following the death of the Municipality's former mayor, Chris Armstrong, the Mayor was appointed by Council to serve as Mayor for the remainder of the 2018-2022 term of Council. The Mayor has served on Council since 2014, having been previously elected to the office of Councillor in the 2014 and 2018 Municipal Elections.

24. The Mayor owns property on Lake Wahwashkesh, a large lake in the Municipality, where he resides with his wife. The property is accessed by a roadway from the mainland and is not a water access-only property.

### **(b) The Association**

25. The Association is a not-for-profit corporation without share capital. Its membership is comprised of cottage owners and residents of property on and in proximity to Lake Wahwashkesh in the Municipality. Membership in the Association is voluntary, not compulsory.

26. The Association's stated objectives are to promote the conservation of natural resources and to protect and improve the natural environment for the benefit of all users.<sup>5</sup> The Association is also involved in other activities and programs with various government agencies, including the Municipality.

27. The Mayor's late brother, Donald Comrie, previously served as the President of the Association during the time the Grant Resolution and the AP Resolution were considered by Council.

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<sup>5</sup> Lake Wah-wash-kesh Conservation Association Letters Patent, dated March 4, 1994.

28. Neither the Mayor nor his wife have served as a director or officer of the Association. At the time the Grant Resolution and the AP Resolution were being considered by Council, neither the Mayor nor his wife held membership in the Association, although they may have been involved in activities with the Association.

**(c) The Grant**

29. In March 2018, Council considered a request for grant funding from the Association in relation to the repair and replacement of public docks on Lake Wahwashkesh.

30. For some time, public docks have been maintained on Lake Wahwashkesh, at Indian Narrows and Bennett's Bay landing. The lands on which the docks were installed are owned by the Crown. While the Municipality owns the docks, the Association was and is responsible for maintaining the docks pursuant to a maintenance agreement between it and the Municipality. The Association also bears financial responsibility for maintenance of the docks, which service is provided free of charge to the Municipality.

31. In 2017, the Association made the decision to replace the docks at Indian Narrows, and to repair the docks at Bennett's Bay, at its own expense. While the Association was able raise some funds to repair and replace the docks, the cost associated with its maintenance activities was substantial.

32. The Association sought financial assistance from the Municipality. In 2017 and 2018, the Association requested a \$3,000 donation (i.e., a grant) from the Municipality.

33. At its Regular Meeting on March 5, 2018, Council considered a Staff Report with a consolidated list of donation requests the Municipality had received. As noted in the Staff Report, the Association had requested financial support for the replacement and repair of the docks, in the amount of \$3,000. Municipal staff recommended that Council approve a grant to the Association in the amount of \$1,300.

34. At the meeting, Council voted on and passed the following resolution:

**Lake Wah-Wash-Kesh Conservation Association – Dockage**

2018-81            Moved by Councillor Joe Lamb  
                          Seconded by Councillor Joe McEwen

That the Council of the Municipality of Whitestone hereby approves a capital expense for Lake Wah-Wash-Kesh Conservation Association for dockage in the amount of \$3000.00.

**Carried**

35. The minutes of the Regular Meeting of March 5, 2018 indicate that the Mayor did not declare a pecuniary interest on the above-noted agenda item concerning the Staff Report.

36. The effect of the Grant Resolution, viewed in context, was not to authorize the installation of new docks or repair of old docks, nor was it a necessary precondition in order for the repair of docks. The sole purpose of the Grant Resolution was to reimburse the Association for costs it had incurred for dock maintenance, and on a *post hoc* basis.



37. Subsequently, at the Regular Meeting on June 4, 2018, Council passed the following resolution to approve the accounts payable of the Municipality:

**Accounts Payable**

2018-199 Moved by Councillor Joe Lamb

Seconded by Councillor George Comrie

That the Accounts Payable in the amount of \$186,361.24 and payroll in the amount of \$21,082.21 be approved for payment.

**Carried**

38. The accounts payable presented to Council contained a line item for a \$3,000 payment to the Association, pursuant to the Grant Resolution.

39. The minutes of the Regular Meeting of June 4, 2018 indicate that the Mayor did not declare a pecuniary interest in the approval of the AP Resolution.

**(d) Mayor's Response to Allegations**

40. In the course of our inquiry, the Mayor was provided a summary of the allegations contained in the Application and he was given an opportunity to provide a written response. He did so and his response was provided on May 8, 2023.

41. The Mayor takes the position that he did not contravene the *MCIA*. The Mayor submits that he did not have any pecuniary interest in the matters of the Grant Resolution or the AP Resolution, and that, in the alternative, any pecuniary interest was exempt from disclosure pursuant to a number of exceptions in section 4 of the *MCIA*.

42. The Mayor confirmed that he owns and resides on property on Lake Wahwashkesh, which is accessed by a road and is not only by water access. The Mayor advised that he has supported the Association over the years, and further confirmed that the Association was founded by his father and that his late brother served as its President. The Mayor also advised that at the time of the votes in question, neither he nor his wife held membership in the Association, nor have they ever held a position as a director or officer of the Association.

43. The Mayor submitted that neither he nor his wife (or any other member of his family) have any financial interest in the matters of the Grant Resolution, AP Resolution, or the docks generally, and that his support for the grant was strictly in the interest of other ratepayers and members of the public who use the docks.

44. The Mayor submitted that the vote in question – a grant to the Association for the repair and replacement of public docks – was matter of public interest in the local community. Over the past several years, the Municipality has recognized that it should be assuming greater responsibility for public access docks, given their use by the general public.

45. The Mayor further submits that to the extent there is any financial interest, the exceptions in clauses 4(b) (“service or commodity offered by the municipality”), 4(j) (“interests in common with electors generally”), or 4(k) (“remote or insignificant”) apply to exempt him from his obligations under section 5 of the *MCIA*.

## G. ANALYSIS

### (a) Pecuniary Interests

46. Despite its central importance to the statute, the *MCIA* does not define the term "pecuniary interest." However, it is well-accepted that a "pecuniary interest" is any financial interest related to or involving money.<sup>6</sup>

47. The jurisprudence has interpreted pecuniary interest to include a monetary benefit that will be received or could be received, either in cash or in an increase in the value of some asset, but can also entail the avoidance of a financial loss. The pertinent question to be asked is as follows:

Does the matter to be voted upon have the potential to affect the pecuniary interest of the municipal councillor?<sup>7</sup>

48. A member's motive is irrelevant in determining whether there has been a contravention of the *MCIA*.<sup>8</sup>

49. To have a conflict under the *MCIA*, there must be a pecuniary interest *at the time of the vote*.<sup>9</sup> In other words, the member must have an immediate, non-deviated or traceable financial or economic interest in the matter before council.<sup>10</sup> There is no pecuniary interest where the outcome of the vote on a matter before council does not, in and of itself, entail an immediate financial outcome for the member.<sup>11</sup>

50. A pecuniary interest may be direct, indirect (i.e., through another entity), or deemed (i.e., through a family member). Relevant to this Application is subclause 2(a)(iii) of the *MCIA*, which provides that if the member is a "member of a body" that has a pecuniary interest in a matter, the member has an indirect financial interest. The term "body" is not defined in the *MCIA*, but must be understood broadly to ensure that all potential conflict of interest are captured by it.<sup>12</sup> The case law considering this provision indicates that a "body" includes both incorporated and non-incorporated entities. A cottage association or a lake association – such as the Association – can constitute a "body" for the purposes of the *MCIA*.

51. Furthermore, pursuant to section 3 of the *MCIA*, the pecuniary interests of a parent, spouse, or child of the member, direct or indirect, is imputed to the member. Section 3, however, expressly does not include the pecuniary interests of a sibling.

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<sup>6</sup> *Mondoux v. Tuchenhagen* (2011), 88 M.P.L.R. (4th) 234 at para. 31 (Ont. Div. Ct.); *Magder v. Ford* (2013), 7 M.P.L.R. (5th) 1 at para. 6 (Ont. Div. Ct.).

<sup>7</sup> *Greene v. Borins* (1985), 28 M.P.L.R. 251, at para. 42 (Ont. Div. Ct.).

<sup>8</sup> *Moll v. Fisher* (1979), 8 M.P.L.R. 266, at p. 269 (Ont. Div. Ct.).

<sup>9</sup> *Lorello v. Meffe* (2010), 99 M.P.L.R. (4th) 106, at para. 59 (Ont. S.C.J.).

<sup>10</sup> *Cooper v. Wiancko* (2018), 73 M.P.L.R. (5th) 212, at para. 63 (Ont. S.C.J.).

<sup>11</sup> See e.g., *Rivett v. Braid et al.* (2018), 73 M.P.L.R. (5th) 249 (Ont. S.C.J.).

<sup>12</sup> *Orangeville (Town) v. Dufferin (County)* (2010), 68 M.P.L.R. (4th) 25, at para. 23 (Ont. C.A.).

**(b) Exceptions**

52. The *MCIA* recognizes a number of exceptions that serve to make a member's direct, indirect, or deemed pecuniary interests not subject to the requirements of section 5 of the statute. Section 4 of the *MCIA* lists eleven exceptions, three of which have been cited and relied upon by the Mayor in response to the allegations in the Application. Those exceptions provide as follows:

**Where ss. 5, 5.2 and 5.3 do not apply**

**4** Sections 5, 5.2 and 5.3 do not apply to a pecuniary interest in any matter that a member may have,

...

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

...

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

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

**i) Exception for a "Service or Commodity" Offered by the Municipality**

53. Clause 4(b) of the *MCIA* provides an exception where the matter under consideration is a service or commodity, or any subsidy, loan or other benefit from the municipality that the member is entitled to receive. Examples may include the amount of user fees charged by the municipality for certain services, or the cost to access recreational facilities. The benefit must, however, be obtained on the same terms as other persons to whom the service or benefit is provided.

**ii) Exception for "Interests in Common with Electors Generally"**

54. The exception for "interests in common" recognizes that the *MCIA* should not be an impediment to participating in decision-making where the financial interest is shared by other ratepayers in the community. The term is defined in section 1 of the *MCIA*:

"interest in common with electors generally" means a pecuniary interest in common with the electors within the area of jurisdiction and, where the matter under consideration affects only part of the area of jurisdiction, means a pecuniary interest in common with the electors within that part;

55. The exception in clause 4(j) for an interest in common applies where a matter before council affects the pecuniary interests of the council member in the same manner as others in the municipality. The interest need not be shared with all of the electors in the municipality, but may be localized to those affected in a particular area. The interest may vary in degree or amount, but must be the same in kind or type.<sup>13</sup>

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<sup>13</sup> *Ennismore (Township), Re* (1996), 31 M.P.L.R. (2d) 1 (Ont. Gen. Div.).

**iii) Exception for “Remote or Insignificant” Interests**

56. Lastly, the exception in clause 4(k) applies to the proximity of the financial interest involved, and the importance of the matter to the member. The test to determine whether a member may rely on the exception was set out in *Whiteley v. Schnurr* as follows:

Would a reasonable elector, being apprised of all the circumstances, be more likely than not to regard the interest of the councillor as likely to influence that councillor’s action and decision on the question? In answering the question set out in this test, such elector might consider whether there was any present or prospective financial benefit or detriment, financial or otherwise, that could result depending on the manner in which the member disposed of the subject matter before him or her.<sup>14</sup>

57. The Ontario Court of Appeal in *Ferri v. Ontario (Attorney General)* emphasized that the analysis of whether a pecuniary interest is remote or insignificant “must commence afresh and focus on the proximity and significance of the councillor’s pecuniary interest in the context of all the circumstances.”<sup>15</sup> The test thus requires a consideration of *all* the circumstances.<sup>16</sup>

**H. FINDINGS**

58. We have carefully and fully considered the submissions of the parties and the evidentiary record from our investigation. For the reasons set out below, based on a preponderance of the evidence and on a balance of probabilities, we find that the Mayor has not contravened the *MCIA*.

**(a) No Pecuniary Interest in the Matter of the Grant Resolution**

59. Based on our consideration of the factual background and the specific details of the Grant Resolution, we cannot conclude on a balance of probabilities that the Mayor had any pecuniary interest, direct, indirect, or deemed, in the matter of the Grant Resolution.

60. We are of the opinion that the Grant Resolution does not give rise to a direct financial interest on the part of the Mayor. Clearly, the grant in question was made to the Association, not the Mayor directly. The Grant Resolution did not entail any payment of money to the Mayor, directly or indirectly.

61. Although the Mayor does own property on Lake Wahwashkesh, there is no reasonable basis for believing that the fact of the grant being made (i.e., the *matter*) gives rise to any financial benefit on the part of the Mayor. First, the specific vote before Council was whether to give the Association financial assistance to offset its own costs for replacing and repairing the public docks. The vote was not for the authorization of the repairs or installation. That decision had already been made by the Association. Second, there is no reason to suppose that the installation of public docks, in and of itself, gave rise to any benefit to the Mayor on account of his ownership of property on Lake Wahwashkesh, other than purely hypothetically. The Mayor’s property does not rely on the availability of publicly-accessible docks as it is accessed by road.

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<sup>14</sup> *Whiteley v. Schnurr* (1999), 4 M.P.L.R. (3d) 309 at para. 10 (Ont. S.C.J.).

<sup>15</sup> *Ferri v. Ontario (Attorney General)* (2015), 40 M.P.L.R. (5th) 223 at para. 15 (Ont. C.A.).

<sup>16</sup> *Ibid.*, at para. 17.

62. While the availability and state of repair of public access docks on Lake Wahwashkesh may be a convenient amenity to owners of property, there is no reason to suggest this increases the value of properties on the Lake in any measurable, non-hypothetical way. This can be contrasted to other types of council action or decision-making that affect the value of real property, such as zoning or land use planning permissions or a new rapid transit system.<sup>17</sup> The Grant Resolution, in and of itself, did not propose any significant public improvements to the community of Lake Wahwashkesh that would result in any real, traceable financial impact to property owners.

63. We also find that the Mayor did not have a deemed pecuniary interest in the matter of the Grant Resolution. As noted above, pursuant to section 3 of the *MCIA*, a deemed interest can only arise from the interests of a parent, spouse, or child of the member. Although the Mayor's late brother was the President of the Association at the relevant time, and would himself have had an indirect pecuniary interest (if he were subject to the *MCIA*), the interests of the Mayor's brother are not statutorily imputed to the Mayor.

64. Lastly, we are of the opinion that the Mayor did not have an indirect pecuniary interest in the matter of the Grant Resolution. This allegation rests on the assumption that the Mayor was a "member of a body" which had a financial interest in the matter. Based on the case law interpreting subclause 2(a)(iii) of the *MCIA*, we are satisfied that the Association constitutes a "body" from which an indirect pecuniary interest can arise. Given that the Grant Resolution proposed a direct cash transfer from the Municipality to it, the Association would have had a direct financial interest.

65. However, in order for there to be an indirect pecuniary interest, the member must have been a "member" of that body at the time of the vote. Based on a review of the evidence obtained through our inquiry, and on a balance of probabilities, we find that the Mayor and his wife did not hold membership in the Association at the time of the votes in question.

66. Membership in the Association is not automatic. As set out in the Association's Constitution and by-laws, a qualifying individual must apply for membership, and pay an annual membership due. If membership dues are not paid, the individual ceases to be a member of the Association.

67. The Mayor's response submissions, and clarifications thereto, explain that he and his wife have been members of the Association in prior years, but not on a consistent basis. In the calendar years 2018 and 2019 in particular, neither the Mayor nor his wife paid any membership dues to the Association. As such, based on the operation of the Association's by-laws, they did not hold membership in the Association.

68. The Applicant asserts that the Mayor had been actively involved in activities or events supported or organized by the Association. The Applicant provided examples of the Mayor's responsibility, through the Association, for controlling a weather and water level monitoring device on Lake Wahwashkesh, and his contributions to the Association's newsletter. While this may be indicative of the Mayor's more recent involvement with the Association, the *MCIA* requires something more than an informal connection.

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<sup>17</sup> See e.g., *Graham v. McCallion* (1982), 20 M.P.L.R. 91 (Ont. Div. Ct.), where new land use planning permissions for residential development on undeveloped land gave rise to a financial benefit. See also *Craig v. Ontario (Ministry of Attorney General)* (2013), 15 M.P.L.R. (5th) 23 (Ont. S.C.J.), where the construction of a proposed rapid transit system would result in a one-time land value uplift to nearby properties, thereby giving rise to a financial interest.

69. In particular, the statute requires that the pecuniary interest exist *at the time of the vote*.<sup>18</sup> However, the evidence before us is that the Mayor was not a “member of a body” at the time of the vote on the Grant Resolution. As such, there was no indirect pecuniary interest.

**(b) No Pecuniary Interest in the Matter of the AP Resolution**

70. We also find that the Mayor did not have any pecuniary interest in the matter of the AP Resolution, for the same reasons detailed above. As the Mayor was not a member of the Association at the time, he had no indirect pecuniary interest.

71. The AP Resolution was based on the Municipality’s practice of having Council ratify the accounts payable. While still a common practice in some municipalities, it is not a requirement of the *Municipal Act, 2001* that a council formally approve the accounts payable of the municipality. The step of ratifying the payment of certain invoices and expenses does not create or give rise to the financial liabilities detailed therein; a previous Council decision or regular expense by municipal staff is what gives rise to the legal obligation to pay an invoice.

72. In any event, the case law under the *MCIA* supports the proposition that the procedure of approving accounts payable is of little practical importance to engage a member’s obligations and pecuniary interests under the *MCIA*.<sup>19</sup>

**(c) Any Pecuniary Interest is Remote and Insignificant**

73. In our view, even if the Mayor did have a pecuniary interest in the Grant Resolution and the AP Resolution, which we have concluded he did not, the exception for pecuniary interests which are “remote or insignificant” in clause 4(k) would apply.

74. As mentioned above, the “test” under clause 4(k) is whether a reasonable elector, apprised of all the circumstances, would be more likely than not to conclude that the interest of the Mayor would have influenced his actions and decision on the Grant Resolution and the AP Resolution.<sup>20</sup> This requires a consideration of “*all* the circumstances”.<sup>21</sup>

75. In addition, the analysis of whether a member’s pecuniary interest is remote or insignificant must commence afresh and focus on the proximity and significance to the member themselves, not the person or entity from which a deemed or indirect financial interest arises.<sup>22</sup>

76. In our view, the factors identified in the jurisprudence that are relevant to this matter are as follows:

- The Mayor has many years of faithful service to the Municipality, including as a Councillor, Acting Mayor, and most recently, as its Mayor.

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<sup>18</sup> See *Lorello v. Meffe*, *supra* note 9, at para. 59.

<sup>19</sup> See e.g., *Smith v. Lapointe* (2001), 19 M.P.L.R. (3d) 275, at para. 59 (Ont. S.C.J.).

<sup>20</sup> See *Whiteley v. Schnurr*, *supra* note 14, at para. 10.

<sup>21</sup> See *Ferri v. Ontario (Attorney General)*, *supra* note 15, at para. 17.

<sup>22</sup> *Ibid.*, at para. 15.

- The Mayor's participation in the vote on the Grant Resolution was motivated by his desire to serve the interests of the broader community, and not his own self interest.
- The safe operation and state of repair of the public docks on Lake Wahwashkesh is a matter of public importance. Being accessible to the general public, not just a select few property owners, the repair of the docks affects the public at large.
- Although the Mayor owns property on Lake Wahwashkesh, his property does not rely on the existence of public docks and boat ramps for access. The property is accessed by a roadway.
- The existence of public docks on Lake Wahwashkesh, from the Mayor's perspective, represents no more than a convenient amenity and does not present any real, measurable financial benefit.
- Pursuant to the agreement between it and the Municipality, the Association was solely responsible for maintenance and repair of the public docks. The Municipality was not directly financially responsible for repairs, or for associated costs.
- The monetary grant provided for in the Grant Resolution was not some unconditional payment of cash, but rather, was inextricably linked to the Association's significant cost to repair docks. The funds were expressly tied to dock repair. In any event, no funds flowed through to any member of the Association, nor to the Mayor.
- To the extent any financial interest arises from the AP Resolution, it must be understood as a formality with little practical significance. When accounts payable come to Council for ratification, the decision or event that incurs the financial liability has already occurred. Ratification of accounts payable, in and of itself, does not create new financial liabilities. This is a purely administrative step that operationalizes a previous decision or action.

77. In summary, it is our opinion that a reasonable elector, having been fully apprised of *all* the circumstances, would be more likely than not to conclude that the Mayor's pecuniary interest (if one existed) was not likely to influence his actions and decision on the Grant Resolution or the AP Resolution. In our view, a reasonable elector would conclude that the impact of both resolutions to the Mayor would not result in any sufficiently close or real financial gain. As such, the Mayor is entitled to rely on the exception for remote or insignificant interests as set out in clause 4(k) of the *MCIA*.

**(d) Any Pecuniary Interest Would be Shared by Electors**

78. In addition to the above, we are of the view that the Mayor is also entitled to rely on the exception in clause 4(j) for interests in common with other electors, to the extent any financial interest arises from his ownership of property on Lake Wahwashkesh.

79. As indicated above, an interest in common may exist in a subset or smaller area of the Municipality, and need not be shared with every single elector. In the circumstances, this subset would be those property owners on Lake Wahwashkesh with road access properties.

80. In our opinion, the Mayor's financial interest in the Grant Resolution and AP Resolution (if one existed) would be the same kind as other property owners on Lake Wahwashkesh with road access properties. We acknowledge that some property owners may rely more heavily on public docks and boat ramps where properties are accessible by water only. That is not the case with the Mayor, given that his property can be accessed by a road.

81. Viewing the matter realistically and practically, to the extent road-access property owners on Lake Wahwashkesh derive any benefit the Grant Resolution, and as a corollary, from the repair of public docks, this represents a mere convenient amenity, with only a theoretical increase in property value. Some owners may be more inclined than others to use the docks. However, there is no reason to suggest the Mayor, who owns a road-access property with its own private boat launch, had an interest in the Grant Resolution that was any different in kind from the many other property owners on Lake Wahwashkesh.

82. The case law recognizes that to the extent a council decision on improvements to public amenities gives rise to any pecuniary interest, it is one that is shared generally with electors in common.<sup>23</sup>

**(e) Exception in Clause 4(b) is Not Applicable in the Circumstances**

83. Although the Mayor raised the possible application of clause 4(b) of the *MCIA*, we are of the view that this exception is not of assistances in the circumstances. Clause 4(b) applies where there is a service, commodity, or other benefit offered to the member on the same terms as any other person. The matters in issue dealt with a monetary grant, made at the request of the Association. In our view, this is not a service or benefit that would engage the application of the exception in clause 4(b).<sup>24</sup>

**I. CONCLUSION & RECOMMENDATIONS**

84. Subsection 223.4.1 of the *Municipal Act, 2001* provides that, upon completion of an inquiry, the Integrity Commissioner may, if the Integrity Commissioner considers it appropriate, apply to a judge under section 8 of the *MCIA* for a determination of whether the member has contravened section 5, 5.1, 5.2 or 5.3 of that statute.<sup>25</sup>

85. For all the reasons set out above, we have determined on a balance of probabilities that the Mayor has not contravened section 5 of the *MCIA*, as alleged.

86. In the alternative, even if the Mayor did have a pecuniary interest in the matters of the Grant Resolution or the AP Resolution, the Mayor would have been entitled to rely on the exceptions in clauses 4(k) and (j) of the *MCIA*.

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<sup>23</sup> See e.g., *Lediard v. Clarke* (1997), 44 M.P.L.R. (2d) 82 (Ont. S.C.J.).

<sup>24</sup> We note that if the "matter" being considered by Council was the amount of a fee charged for parking or for launching a boat, the exception in clause 4(b) may have greater relevance.

<sup>25</sup> Unlike a code of conduct complaint where the ultimate decision on the imposition of penalties and/or remedial measures or corrective actions rests with Council, the decision on an application under the *MCIA* pursuant to s. 223.4.1 of the *Municipal Act, 2001* resides with the Integrity Commissioner. Council is simply advised of the decision.

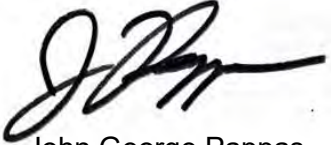


87. In view of the foregoing, we will not be exercising our discretion to apply to a judge of the Ontario Superior Court of Justice under section 8 of the *MCIA* for a determination of whether the Mayor has contravened the *MCIA*.

88. We recommend that a copy of our written reasons in this report be posted by the Municipality on its website.

Respectfully submitted,

AIRD & BERLIS LLP



John George Pappas

Integrity Commissioner for the Municipality of Whitestone

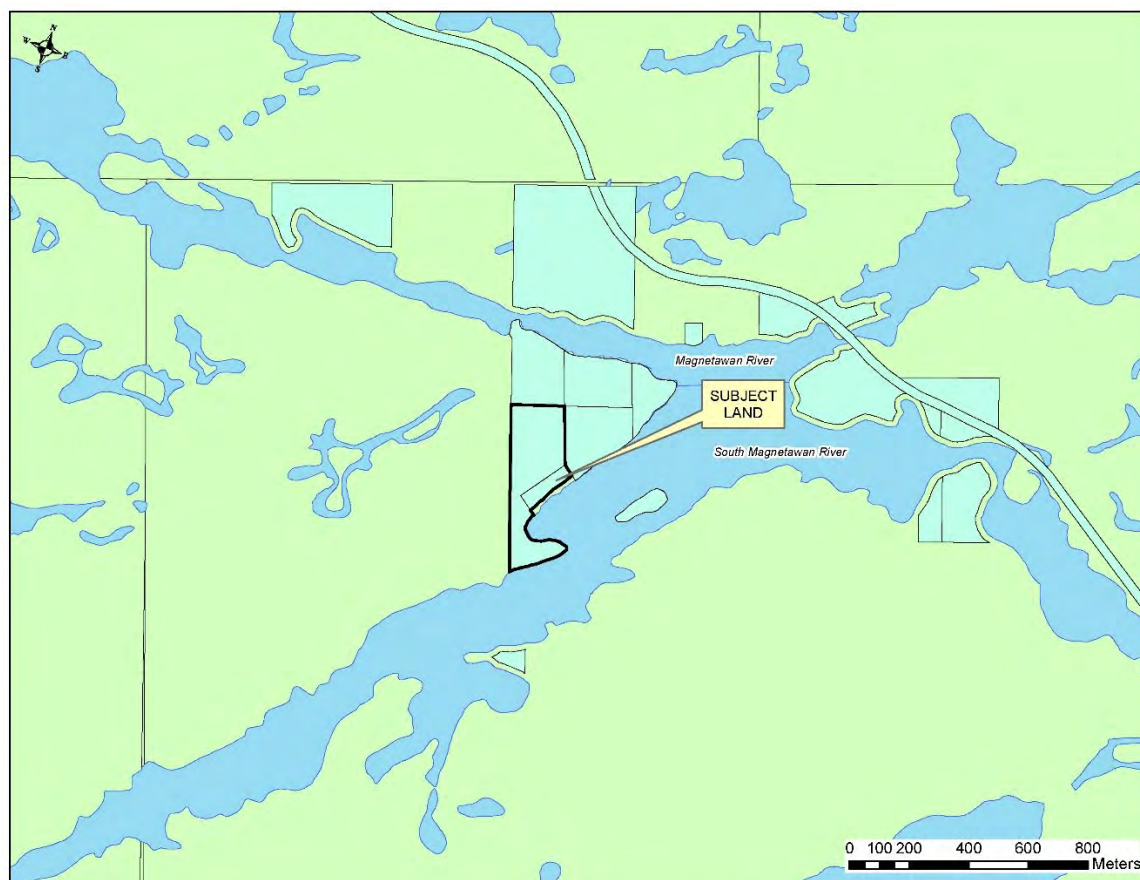
Dated this 27<sup>th</sup> day of August, 2023

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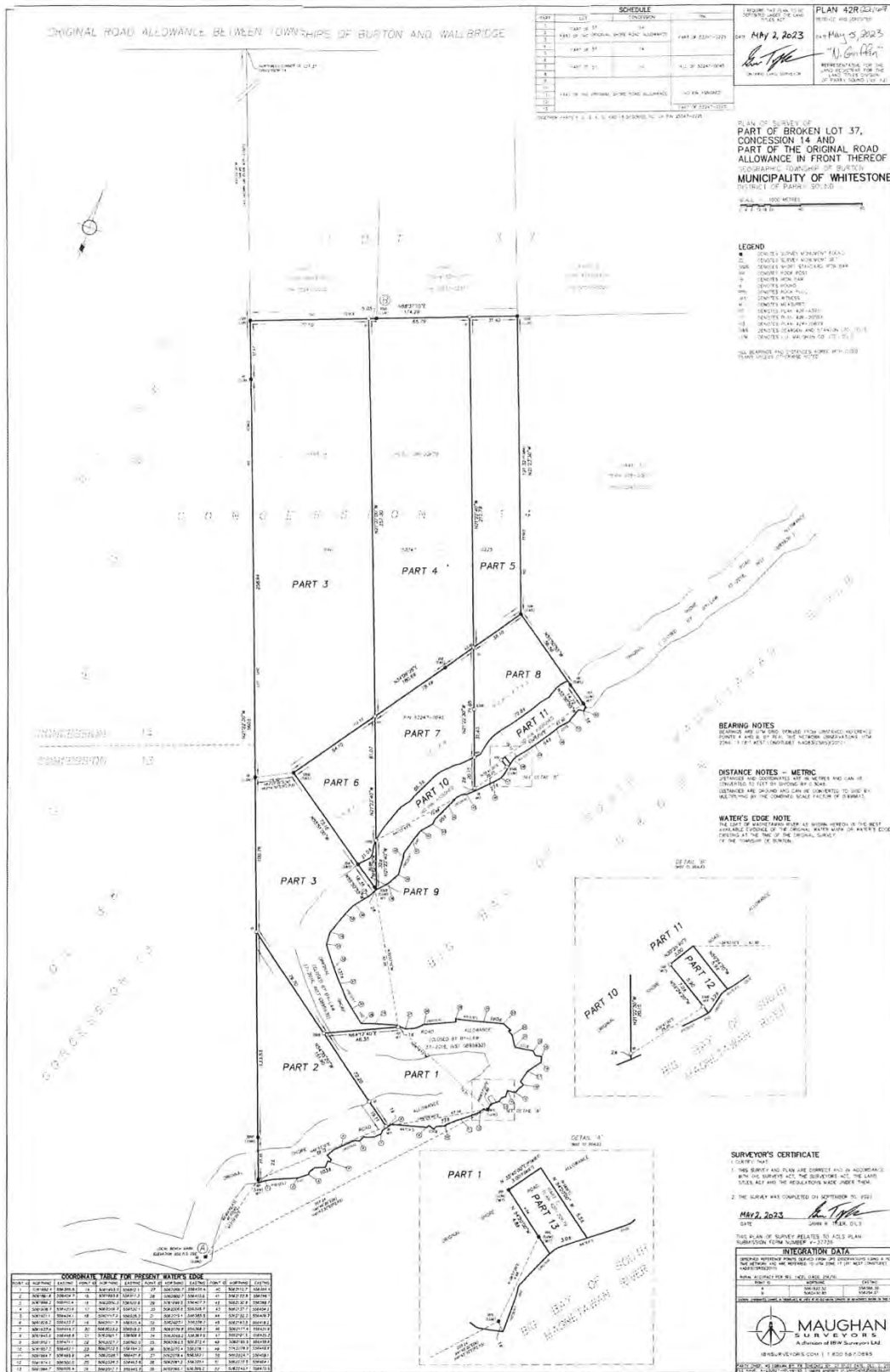
# COMMITTEE OF THE WHOLE

**MEMO TO COUNCIL****SHORE ROAD ALLOWANCE CLOSING****BIG BAY/MAGNETAWAN RIVER****ROLL # 4939 0400 060 7710****Applicant: MJ DEVELOPMENTS INC. (WALTER JENSEN)****August 22, 2023****BACKGROUND**

MJ Developments reconfigured two parcels on the Magnetawan River that created a total of 5 lots, two years ago under Consent Application No. B35/2021(W).



The parcels are shown on Survey Plan 42R-22167.



## **OFFICIAL PLAN**

The relevant policies for shore road allowances are found at section 9.08 of Whitestone's official plan.

### ***9.08 Shore Road Allowances***

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

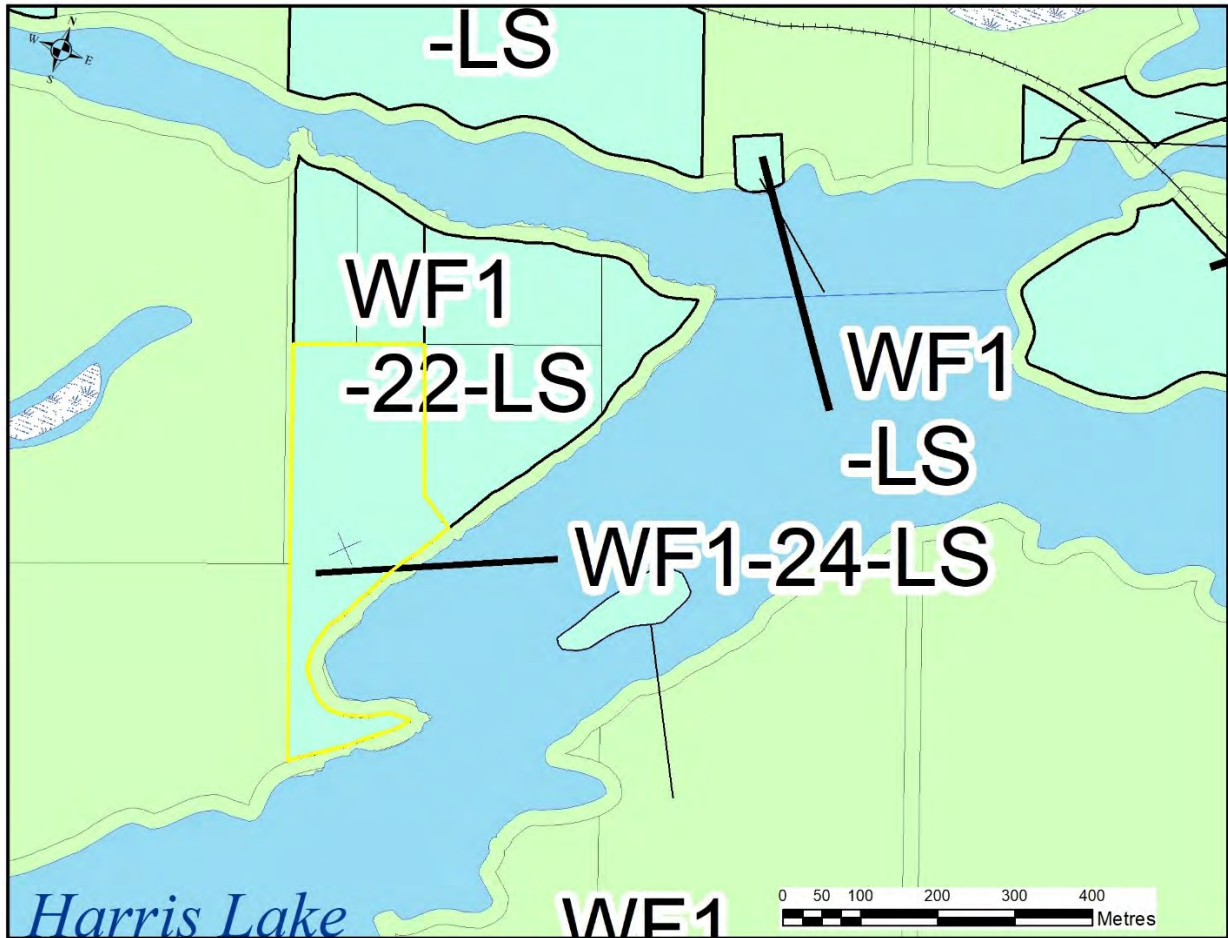
***9.08.2 That part of the shore road allowance below the controlled high water mark will be retained by the Municipality.***

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

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

As indicated in the air photography and by the zoning By-Law map, there are no matters that would prevent this shore road allowance from being sold to MJ Developments.





The adjoining lands are controlled by MJ Developments so that no consents from neighbours are required.

**RECOMMENDATION**

It is recommended that the Council of the Corporation of the Municipality of Whitestone have no objection to the stopping up and selling those portions of the shore road allowance as applied for by MJ Developments Inc. subject to the practices and procedures of the Municipality for closing shore road allowance.

Respectfully submitted,

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


**MEMO TO COUNCIL**
**SHORE ROAD ALLOWANCE APPLICATION**
**APPLICANT: Colleen and Lambertus Van Berkel (Lake Wahwashkesh)**
**Part of Lot 26, Concession 5**
**Geographic Township of McKenzie**
**Lot 6, Plan 42M-628 (Merritt Subdivision)**
**Roll #050 004 08220**
**August 22, 2023**
**BACKGROUND/PURPOSE**

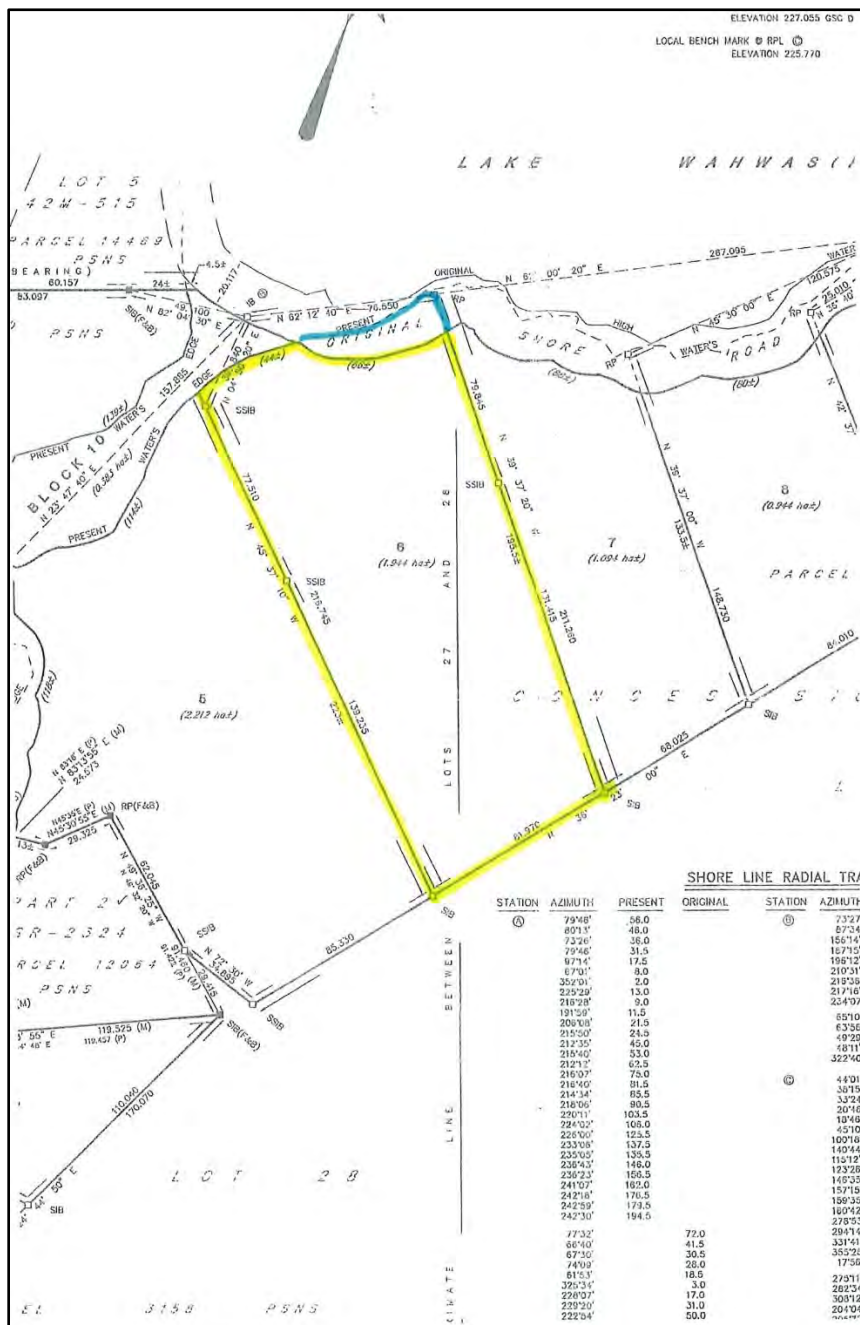
The Van Berkels own a property on the north basin of Lake Wahwashkesh.



The Van Berkels are hoping to acquire a portion of the shore road allowance that may qualify for acquisition in accordance with the policies of the official plan.

The Van Berkels property is part of the Merritt subdivision on Wahwashkesh.

Block 10 of the plan is an area of flooded land that was conveyed to the Ministry of Natural Resources. This was back in a period where the MNR routinely requested ownership of flooded lands as a condition of shoreline development.





Block 10 is a local channel referred to as Sneak Channel.

The area to be acquired seems to be outside any area that is heavily vegetated and therefore, not part of the Environmentally Sensitive (ES) Zone.



## **OFFICIAL PLAN**

Section 9.08 outlines the Municipality's policy respecting shore road allowance.

### ***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.***

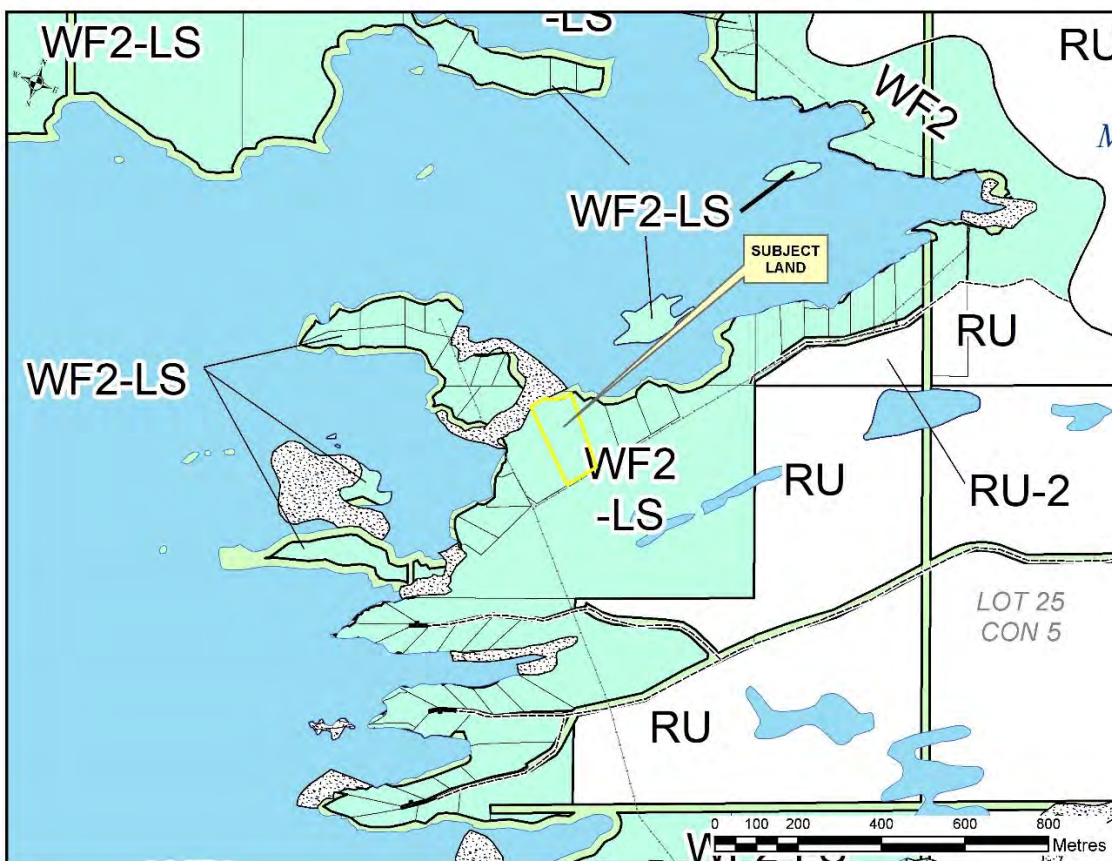
**9.08.3 That part of the shore road allowance identified as having any environmental feature may be retained by the Municipality.**

**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.**

The proposed application would appear to comply with these policies.

## **ZONING**

The subject lands are zoned Waterfront Residential 2 – Limited Services (WF2-LS).



The ES Zoning seems to engulf the entire Sneak Channel. If necessary this could be confirmed in the field.

Both adjoining lots, No. 7 and No. 8, have closed their respective shore road allowance.

## **RECOMMENDATION**

It is recommended that the Council of the Corporation of the Municipality of Whitestone have no objection to the stopping up and selling those portions of the shore road allowance in front of Part of Lot 26, Concession 5, and described as Lot 6 of plan 42M-628 as applied by Colleen and Lambertus Van Berkel subject to the practices and procedures of the Municipality for closing shore road allowance.

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



## Memorandum

**To:** Mayor and Council

**From:** Paula Macri, Planning Assistant

**Date:** September 13, 2023

**Re:** Purchase of Shore Road Allowance – Group Application  
BURRELL/RICE/POTTINGER/MERRITT

This memorandum is a follow-up to Councillor Scott Nash's two questions from the September 5, 2023, Council meeting regarding:

1. Type 1 Fish Habitat surrounding the shore road allowances

**Question:** “Is there Critical Fish Habitat adjacent to the Shore Road Allowance being sold?”

**Answer:** No

- a. Attached is a copy of Plan 42R-22220, which displays the Type 1 Fish Habitat overlay on the plan; and
  - b. Attached are enlarged copies of Part 8 (Burrell) and Part 11 (Merritt) displaying the Type 1 Fish Habitat.
2. In regards to the OP, Section 9.08.2 states “that part of the shore road allowance below the controlled high water mark will be retained by the Municipality”.

**Question:** “Is it controlled by the highwater mark of 229.57? What is the elevation we are using to sell?”

**Answer:** A high water of 223.479 was referenced on M-628 (deposited on June 7, 2000). The elevation being used for the purposes of the sale of the SRA is 224.36 as shown on 42R-22220 (deposited on June 20, 2023). These elevations were determined by the Ontario Land Surveyor (OLS) at the time the surveys were being conducted.

It has been the protocol of Council to use the highwater elevation noted at the time the most recent survey was conducted, as the indicator of the component of the SRA being sold. Any lands that are flooded are not part of the SRA to be sold.

The ‘highwater mark’ and the ‘regulatory flood elevation’ are defined differently.

Reference to the “regulatory flood elevation being 229.57”, Section 17.10.5 of the Official Plan states that “the openings of any habitable buildings must be above the theoretical flood elevation as set out in Official Plan, section 12.05.1. Foundations, footings and non-habitable structures should be adequately designed to recognize the potential for flooding at elevations lower than the flood elevation. “

The theoretical flood elevation as stated in Section 12.05.1 of the Official Plan, “The regulatory flood elevation (flood plain) for Wahwashkesh Lake, based on the 1:100 year flood, is established at 229.57 metres above Canadian Geodetic Datum (229.14 metres, still water conditions, plus 0.43 for wind set-up and wave run-up).”

**ATTACHMENTS:**

Attachment 1 - Type 1 Fish Habitat overlay

Attachment 2 - Type 1 Fish Habitat concerning Part 8 and Part 11

Attachment 3 - Memorandum from Paula Macri, Planning Assistant, September 5, 2023

PLAN OF SURVEY OF  
 PART OF THE ORIGINAL SHORE ROAD ALLOWANCE  
 IN FRONT OF LOT 28, CONCESSION 5  
 GEOGRAPHIC TOWNSHIP OF MCKENZIE  
 NOW IN THE  
 MUNICIPALITY OF WHITESTONE  
 DISTRICT OF PARRY SOUND  
 SCALE  
 1" = 500'  
 0 5 10 25 50 METRES  
 C. D. BUNKER, O.L.S.  
 2022

LEGEND  
 30 DENOTES STANDARD IRON BARR (1.025x100.025x101.2m)  
 30 DENOTES SHORLY STANDARD IRON BARR (1.025x100.025x101.2m)  
 30 DENOTES IRON BARR (0.025x100.025x101.2m)  
 30 DENOTES ROCK POST  
 30 DENOTES ROCK FLAG  
 30 DENOTES REGISTERED PLAN 42M-828  
 30 DENOTES FOUND SURVEY MONUMENT  
 30 DENOTES PLANTED SURVEY MONUMENT  
 30 DENOTES METAL PIPE  
 30 DENOTES METAL PIPE & SCREW  
 30 DENOTES L.L.J. MARCHAND COMPANY LIMITED  
 30 DENOTES CANADIAN GEODETIC VERTICAL DATUM 1928  
 30 DENOTES ORIGINAL FIELD NOTES FOR THE TOWNSHIP OF  
 THE TOWNSHIP OF MCKENZIE

RECEIVED AND DEPOSITED  
 DATE: June 20, 2023  
 REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND  
 DISTRICT OF PARRY SOUND (L.L.)  
 I HEREBY FILE THIS PLAN IN DEPOSIT UNDER  
 THE LAND REGISTRY ACT  
 DATE: June 2, 2023  
 C. D. BUNKER

SCHEDULE

PART	LOT	CONCESSION	FIN	AREA
1				340 SQ.M.
2				50 SQ.M.
3				59 SQ.M.
4				360 SQ.M.
5				575 SQ.M.
6			NO FIN	80 SQ.M.
7				48 SQ.M.
8				1412 SQ.M.
9				1447 SQ.M.
10				1336 SQ.M.
11				1488 SQ.M.

THE SHORE ROAD ALLOWANCE SHOWN ON THIS PLAN AND THE SHORE ROAD ALLOWANCE SHOWN ON THE ORIGINAL SURVEY OF THE TOWNSHIP OF MCKENZIE ARE REFERRED TO AS THE SHORE ROAD ALLOWANCE. THE SHORE ROAD ALLOWANCE IS A STRIP OF LAND 10 METRES WIDE AND 10 METRES DEEP, BOUND BY THE ORIGINAL SURVEY OF THE TOWNSHIP OF MCKENZIE. THE SHORE ROAD ALLOWANCE IS A STRIP OF LAND 10 METRES WIDE AND 10 METRES DEEP, BOUND BY THE ORIGINAL SURVEY OF THE TOWNSHIP OF MCKENZIE. THE SHORE ROAD ALLOWANCE IS A STRIP OF LAND 10 METRES WIDE AND 10 METRES DEEP, BOUND BY THE ORIGINAL SURVEY OF THE TOWNSHIP OF MCKENZIE.

WAWASHKESH LAKE  
 THE LIMIT DENOTED HEREON AS ORIGINAL WATER'S EDGE OF WAWASHKESH LAKE IS THE BEST AVAILABLE EVIDENCE OF THE ORIGINAL WATER'S EDGE EXISTING AT THE TIME OF THE ORIGINAL SURVEY OF THE TOWNSHIP OF MCKENZIE.

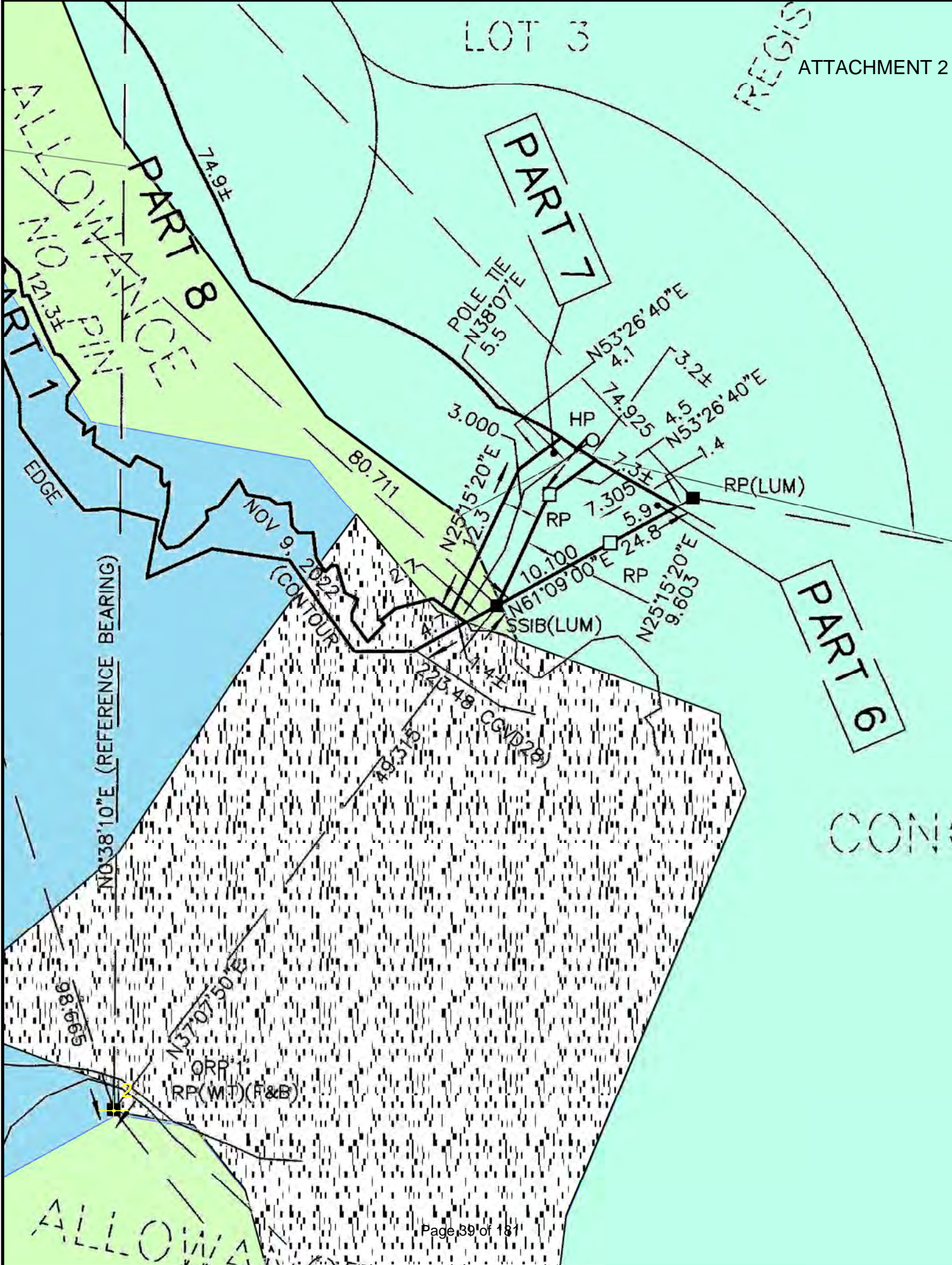
WATER TABLE

ADJUST	DIFFERENCE	ADJUST	DIFFERENCE	ADJUST	DIFFERENCE
1102	214.0	3073	128.9	13079	88.1
1101	213.0	3072	129.0	13078	88.1
1100	212.0	3071	129.1	13077	88.1
1099	211.0	3070	129.2	13076	88.1
1098	210.0	3069	129.3	13075	88.1
1097	209.0	3068	129.4	13074	88.1
1096	208.0	3067	129.5	13073	88.1
1095	207.0	3066	129.6	13072	88.1
1094	206.0	3065	129.7	13071	88.1
1093	205.0	3064	129.8	13070	88.1
1092	204.0	3063	129.9	13069	88.1
1091	203.0	3062	130.0	13068	88.1
1090	202.0	3061	130.1	13067	88.1
1089	201.0	3060	130.2	13066	88.1
1088	200.0	3059	130.3	13065	88.1
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1085	197.0	3056	130.6	13062	88.1
1084	196.0	3055	130.7	13061	88.1
1083	195.0	3054	130.8	13060	88.1
1082	194.0	3053	130.9	13059	88.1
1081	193.0	3052	131.0	13058	88.1
1080	192.0	3051	131.1	13057	88.1
1079	191.0	3050	131.2	13056	88.1
1078	190.0	3049	131.3	13055	88.1
1077	189.0	3048	131.4	13054	88.1
1076	188.0	3047	131.5	13053	88.1
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1074	186.0	3045	131.7	13051	88.1
1073	185.0	3044	131.8	13050	88.1
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1068	180.0	3039	132.3	13045	88.1
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1046	158.0	3017	134.5	13023	88.1
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1044	156.0	3015	134.7	13021	88.1
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1006	118.0	2977	138.5	12983	88.1
1005	117.0	2976	138.6	12982	88.1
1004	116.0	2975	138.7	12981	88.1
1003	115.0	2974	138.8	12980	88.1
1002	114.0	2973	138.9	12979	88.1
1001	113.0	2972	139.0	12978	88.1
1000	112.0	2971	139.1	12977	88.1
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969	81.0	2940	142.2	12946	88.1
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951	63.0	2922	144.0	12928	88.1
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948	60.0	2919	144.3	12925	88.1
947	59.0	2918	144.4	12924	88.1
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943	55.0	2914	144.8	12920	88.1
942	54.0	2913	144.9	12919	88.1
941	53.0	2912	145.0	12918	88.1
940	52.0	2911	145.1	12917	88.1
939	51.0	2910	145.2	12916	88.1
938	50.0	2909	145.3	12915	88.1
937	49.0	2908	145.4	12914	88.1
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935	47.0	2906	145.6	12912	88.1
934	46.0	2905	145.7	12911	88.1
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930	42.0	2901	146.1	12907	88.1
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928</					

LOT 3

REGIS

ATTACHMENT 2

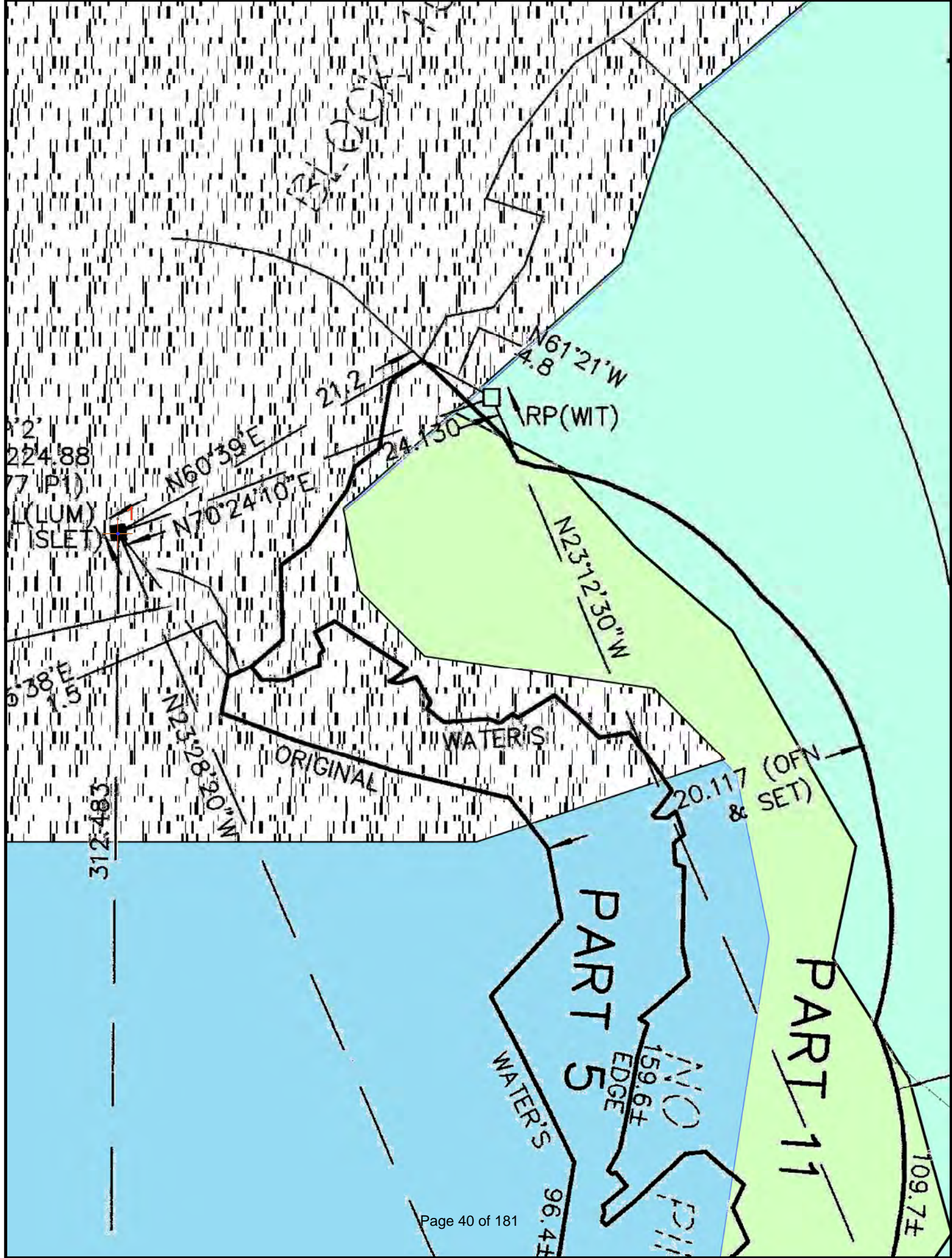


N0°38'10"E (REFERENCE BEARING)

PART 8

PART 7

PART 9







## Memorandum

**To:** Mayor and Council

**From:** Paula Macri, Planning Assistant

**Date:** September 5, 2023

**Re:** Purchase of Shore Road Allowance – Group Application

### Background:

On or about October 22, 2021, the Municipality received a Group Application from MERRIT, Gary, POTTINGER, Marilyn, RICE, Lisa Jane and BURRELL, Drew in regards to purchasing Shore Road Allowances.

At the Council meeting of January 17, 2022, the following resolution was passed:

#### **Resolution No. 2022-05**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Joe McEwen

#### 5.1 Group Application to Close and Convey a Shore Road Allowance

**WHEREAS** an application has been submitted by Gary Merritt for the closing and acquisition of the shore road allowance fronting Lot 5, Plan M-628, geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound;

**AND WHEREAS** an application has been submitted by Marilyn Pottinger for the closing and acquisition of the shore road allowance fronting Part 2, PSR-2324, geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound;

**AND WHEREAS** an application has been submitted by Lisa Jane Rice for the closing and acquisition of the shore road allowance fronting Lot 4, Plan M-628, geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound;

**AND WHEREAS** an application has been submitted by Drew Burrell for the closing and acquisition of the shore road allowance fronting Lot 3, Plan M-628, geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound;

**AND WHEREAS** there are no Official Plan conflicts, environmental concerns or planning issues with respect to these applications;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone approves in principle, the closure and acquisition of the shore road allowances subject to:

1. Current practices and procedures and, the payment of fees in accordance with the current Municipal fees and charges By-law, for closing of Shore Road Allowances.

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

**Carried**

**February 4, 2022**

Letter sent to Ben Prichard, lawyer advising that Resolution No. 2022-05 was passed by Council and enclosing the application and relevant material for processing.

**June 20, 2023**

The Municipality received a copy of the deposited Reference Plan No. 42R-22220.

**July 19, 2023**

The Municipality received a Notice, draft By-law, and Statutory Declaration from Ben Prichard's office. The Notice was posted on the Municipal website and the public bulletin board at the Municipal Office on July 25, 2023. The notice was also published in the Parry Sound North Star on July 27, 2023.

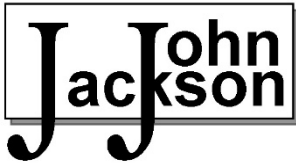
**September 5, 2023**

The By-law to close and stop up those parts of the original shore road allowance was placed on the September 5, 2023 Council Agenda.

September, 2023  
Paula Macri, Planning Assistant

**Attachment 1**

Report from John Jackson, Planner dated December 29, 2021



**Planner, Inc.**

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

Tel: (705) 746-5667 E-Mail: JJPlan@Vianet.ca

**REPORT TO COUNCIL**

**APPLICATION TO STOP UP AND SELL SHORE ROAD ALLOWANCE**

**PART OF LOT 28, CONCESSION 5**

**Geographic Township of McKenzie**

**28207 Lake Wahwashkesh (Burrell)**

**28237 Lake Wahwashkesh (Rice)**

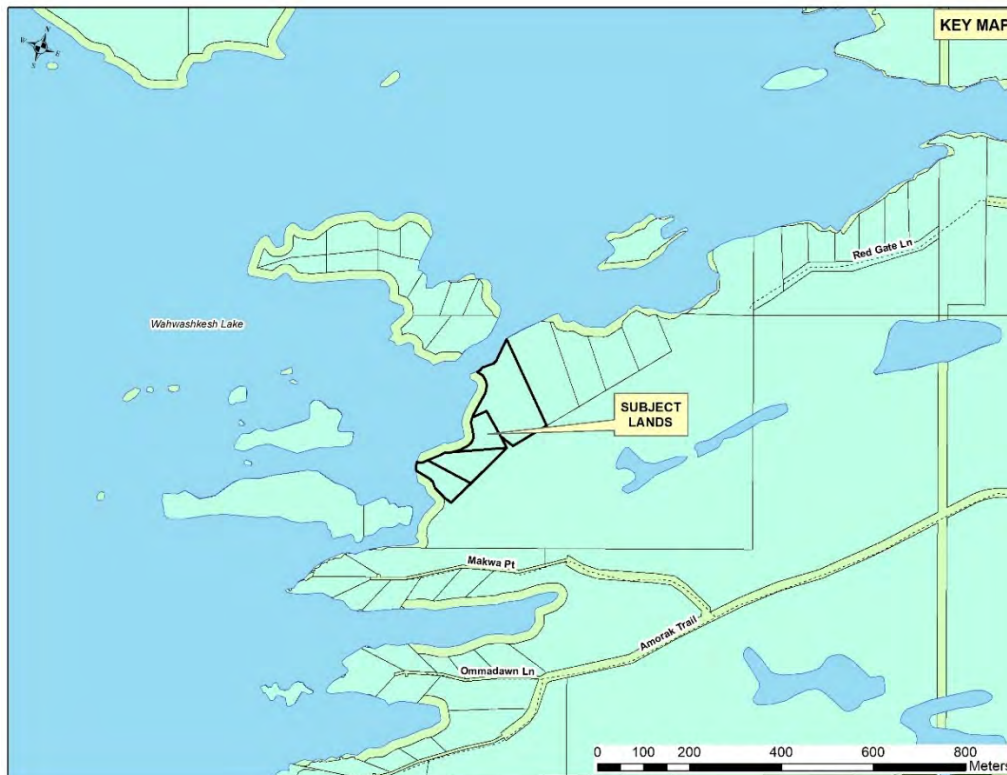
**28277 Lake Wahwashkesh (Pottinger)**

**28307 Lake Wahwashkesh (Merritt)**

**December 29, 2021**

**BACKGROUND**

Four adjoining property owners on Lake Wahwashkesh have applied as a group to close their shore road allowances and have them attached to their respective properties.





## **OFFICIAL PLAN POLICY**

The Municipality of Whitestone has a policy that supports the stopping up of shore road allowances and conveying the land to the adjacent lot owners under a number of circumstances.

Section 9.08 states:

### **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.

The above surveys indicate that part of the shore road allowance is above the controlled highwater mark.

The zoning by-law identifies the areas of Type 1 Fish Habitat that are generally not conveyed to adjoining property owners.

The most northerly lot (Merritt) received the preliminary consent from MNR stating that they have no objection to the closing of the shore road allowance.



## **CONCLUSION/RECOMMENDATION**

The Council of the Municipality of Whitestone approves in principle, the closure and acquisition of the shore road allowance as applied for by Burrell, Rice, Pottinger and Merritt and subject to:

- 1) Practices, procedures and fees of the Municipality for closing of Shore Road Allowances.

Regards,



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:** Paula Macri, Planning Assistant  
 Jamie Osborne, Chief Building Official

**Date:** September 13, 2023

**Re:** MASIN, James - Proposed Zoning By-Law amendment is to rezone Part Lot 4, Concession 4 McKenzie being Part 1, 42R4131 geographic Township of McKenzie

This memo is a follow-up to Councillor Joe Lamb's questions from the July 18, 2023 Council meeting with respect to a Re-Zoning Application.

### BACKGROUND

At the July 18, 2023 Regular Council meeting, Resolution No. 2023-363 was deferred, therefore not approving a Zoning Amendment to rezone the property from the Waterfront 3-Limited Services (WF3-LS) Zone to the Waterfront 3-Limited Services (WF3-LS) Exception Zone.

The exception zone would permit the construction of a detached 1.5 storey garage up to 9.14 metres by 7.31 metres consisting of garage storage and a workshop, prior to constructing a main dwelling.

Pursuant to the *Planning Act*, the main dwelling must be constructed within three years of allowing this exception. This is also noted in the Municipality's Official Plan and Zoning By-law.

During the July 18, 2023, Councillor Joe Lamb had four questions:

#### 1. How did he get an address for Sam's Lane

In 2019 through discussion with the Fire Chief and the Chief Building Official, it was agreed that the best option was to assign the 911 number as 14 Sam's Lane to Mr. Masin.



## 2. Does he have a right to use the unopened road allowance?

An “unopened road allowance”, as defined by the *Municipal Act*, is a public highway that has not been opened and assumed for maintenance purposes by a By-law of the Municipality. No one can be prevented from using any unopened road allowances, which may accommodate travel or provide access to vacant lands, or may function as a trail or public access to a water body.

## 3. Do we have an agreement in place?

In 2010, Mr. Masin entered into an Encroachment Agreement with the Municipality. The agreement permits the unopened road allowance to be developed as a private road, with the understanding that Mr. Masin will assume all responsibility for the construction and maintenance of the road and for any liability arising out of its use.

The legal description of the road allowance is as follows: Unopened Road Allowance between Lots 5 and 6, Concession 4, and the Concession Road Allowance between Concessions 4 and 5, geographic Township of McKenzie, Municipality of Whitestone. The construction of the road is shown on the sketch (Attachment 1).

Mr. Masin placed a warning sign stating, “**This is a privately maintained road which has not been assumed for public use by the Municipality of Whitestone. Use at your own risk.**”

Mr. Masin has provided yearly insurance to the Municipality up until 2016.

In 2017, Mr. Masin obtained a registered legal right-of-way across the Samotik property to his own property, with the legal description being Part 1 on Plan 42R-20605 (Attachment 2).

As indicated on the survey, Mr. Masin does not use Sams Lane for travel. The property owners of Sams Lane and Mr. Masin utilize the municipal road allowance to access their respective properties.

Mr. Masin has confirmed that he does not place any materials on the road allowance nor does he plow the road allowance. He has informed me that the property owners on Sams Lane plow the road allowance. Since Mr. Masin does not make any upgrades to the road allowance, he does not need liability insurance, which was the original reason for having an encroachment agreement and insurance in place.

## 4. Are there currently any buildings on the property?

An inspection of the property was undertaken in early August.

The property has a trailer and two sheds used to store equipment and supplies.

As per Sections 7.01 and 2.174 of the Whitestone Zoning By-law, one (1) storage building is permitted as a main use on the lot. If said storage building does not exceed 10 square metres, a building permit would not be required. Although there are two (2) non-compliant storage building/sheds located on the lot, the Chief Building Official has

indicated that no action will be taken at this time in regards to said structures because of the pending approval of re-zoning application.

Mr. Masin has shown every intent to construct a primary dwelling on the lot and is now applying for a re-zoning to permit the construction of a 1.5 storey storage garage/workshop prior to the construction of a main dwelling.

Upon approval of the proposed Re-zoning application and upon substantial completion of the proposed storage garage, one (1) of the existing two (2) storage buildings shall be removed prior to a final inspection of the storage garage. If upon further inspection it is determined that the remaining one (1) storage building exceeds 10 square metres, a Building Permit Application shall be submitted and a Building Permit shall be obtained for said structure in order to comply with the requirements of the Ontario Building Code and the Whitestone Zoning By-Law.

### **Attachments**

Attachment 1 – Sketch prepared by L.U. Maughan Company Limited

Attachment 2 – Plan 42R-20605

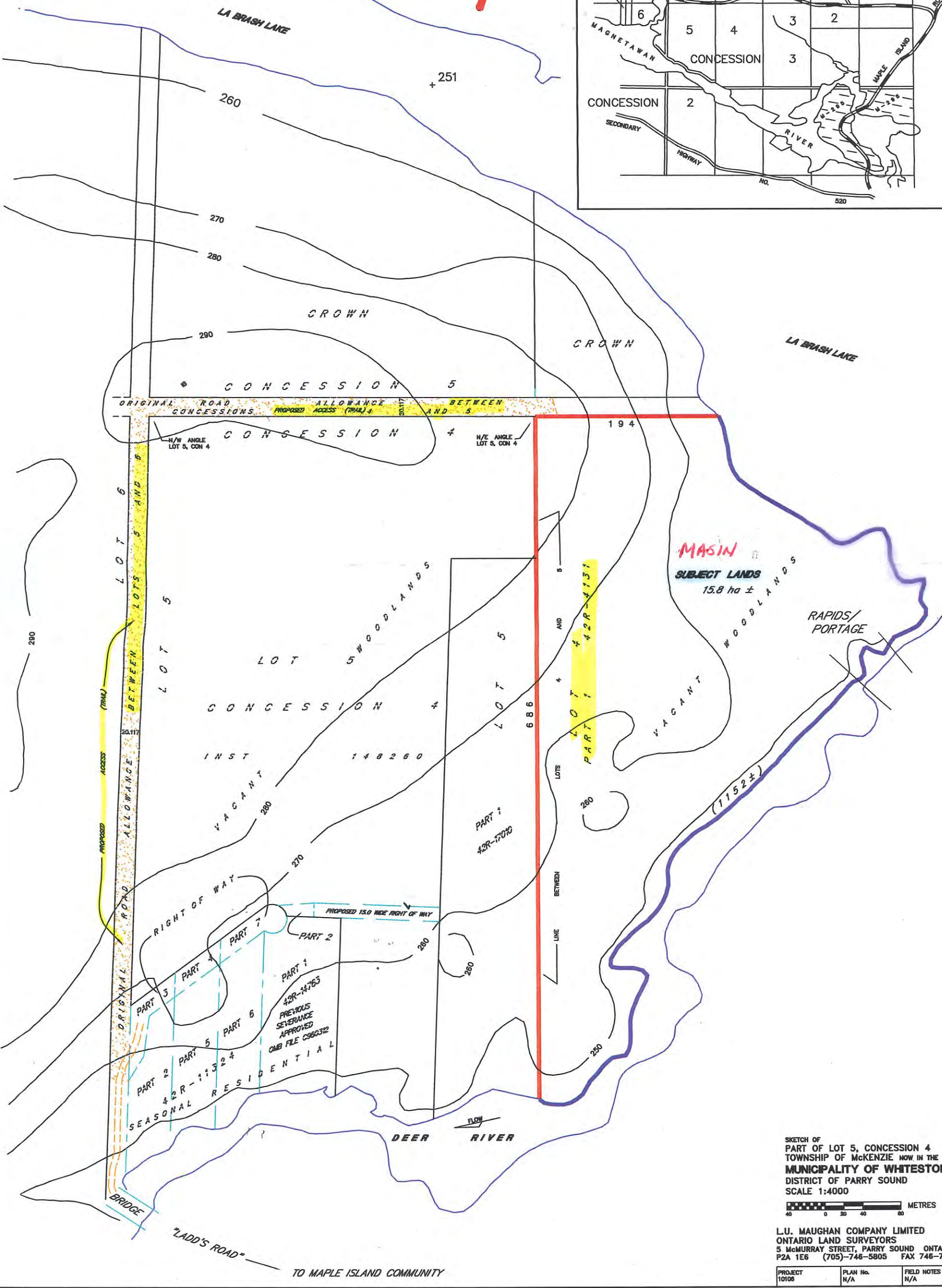
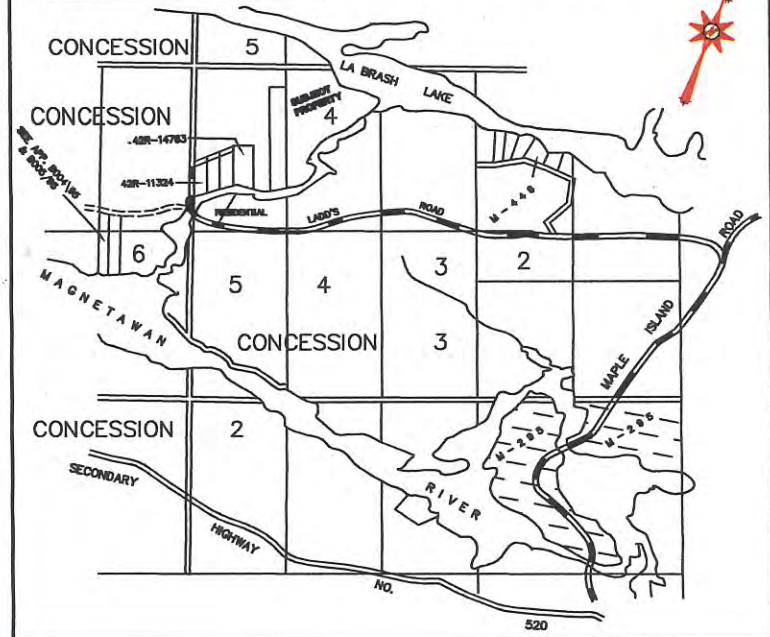
Attachment 3 – Report from John Jackson, Planner dated May 10, 2023

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



**KEY PLAN**

SCALE 1 : 30,000 ±



SKETCH OF  
PART OF LOT 5, CONCESSION 4  
TOWNSHIP OF MCKENZIE NOW IN THE  
MUNICIPALITY OF WHITESTONE  
DISTRICT OF PARRY SOUND  
SCALE 1:4000



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

PROJECT 10106	PLAN No. N/A	FIELD NOTES N/A
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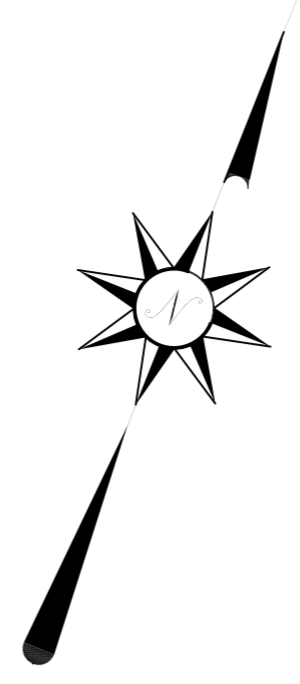
**METRIC**  
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

POINT ID	NORTHING	EASTING
ORP (A)	5,062,845.533	585,354.148
ORP (B)	5,063,027.117	585,289.556
ORP (C)	5,063,758.630	585,461.158

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM GPS OBSERVATIONS USING PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 17, NAD83 (CSRS) (1997.0)

COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

THE ABOVE COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.



**PLAN 42R - 20605**

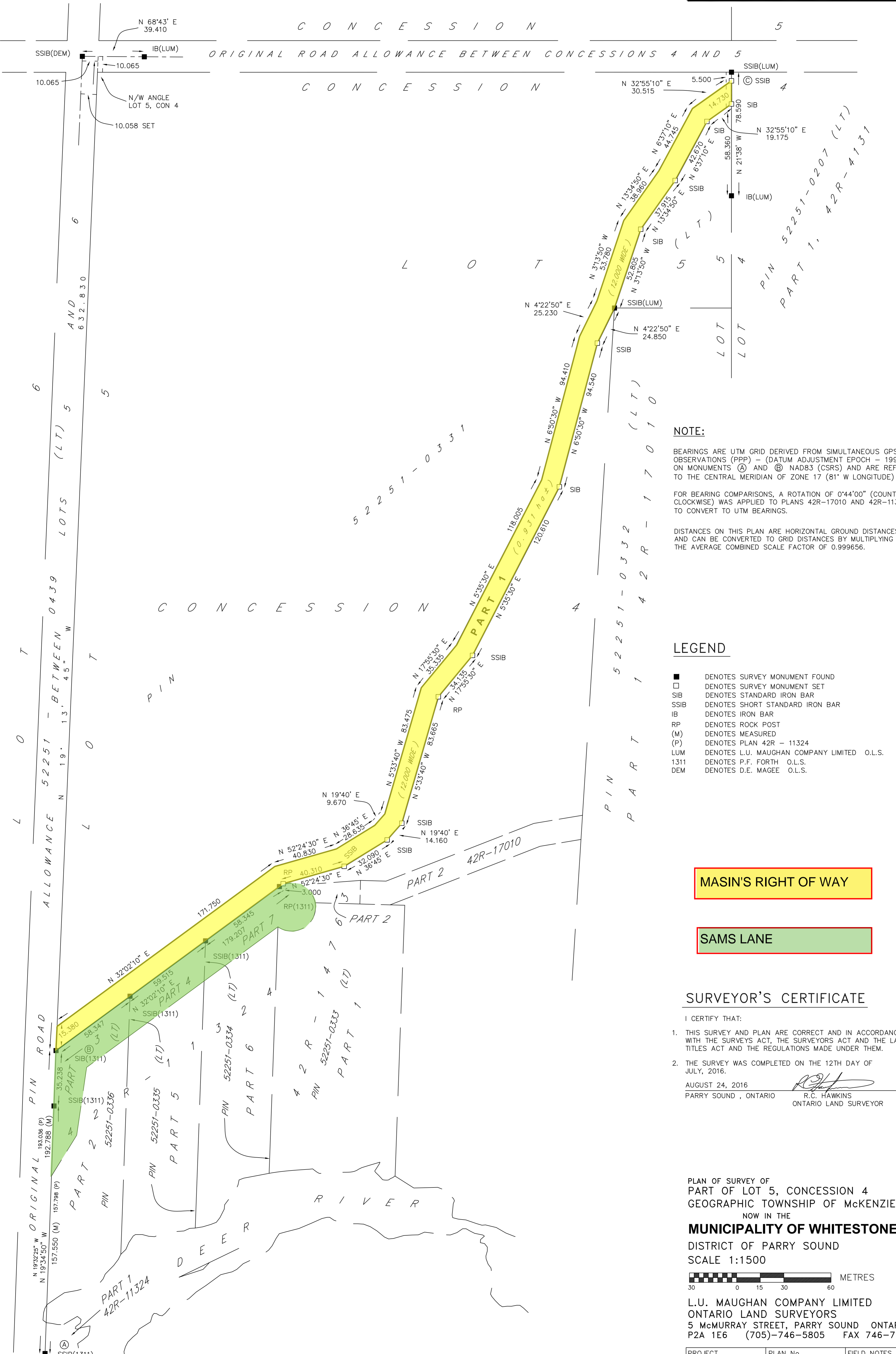
RECEIVED AND DEPOSITED  
SEPTEMBER 7, 2016

**KAREN CAMPBELL**  
REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PARRY SOUND

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.  
AUGUST 24, 2016

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

PART(S)	LOT	CON	PIN
1	PT 5	4	PT 52251-0331 (LT)



**NOTE:**

BEARINGS ARE UTM GRID DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS (PPP) - (DATUM ADJUSTMENT EPOCH - 1997.0) ON MONUMENTS (A) AND (B) NAD83 (CSRS) AND ARE REFERRED TO THE CENTRAL MERIDIAN OF ZONE 17 (81° W LONGITUDE)

FOR BEARING COMPARISONS, A ROTATION OF 0°44'00" (COUNTER CLOCKWISE) WAS APPLIED TO PLANS 42R-17010 AND 42R-11324 TO CONVERT TO UTM BEARINGS.

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.999656.

**LEGEND**

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- RP DENOTES ROCK POST
- (M) DENOTES MEASURED
- (P) DENOTES PLAN 42R - 11324
- LUM DENOTES L.U. MAUGHAN COMPANY LIMITED O.L.S.
- 1311 DENOTES P.F. FORTH O.L.S.
- DEM DENOTES D.E. MAGEE O.L.S.

**MASIN'S RIGHT OF WAY**

**SAMS LANE**

**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 12TH DAY OF JULY, 2016.

AUGUST 24, 2016  
PARRY SOUND, ONTARIO

*R.C. Hawkins*  
R.C. HAWKINS  
ONTARIO LAND SURVEYOR

PLAN OF SURVEY OF  
PART OF LOT 5, CONCESSION 4  
GEOGRAPHIC TOWNSHIP OF MCKENZIE  
NOW IN THE  
**MUNICIPALITY OF WHITESTONE**  
DISTRICT OF PARRY SOUND  
SCALE 1:1500

30 0 15 30 60 METRES

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

PROJECT 16078	PLAN No. MCZ - 569	FIELD NOTES MCZ - 252
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**REPORT TO COUNCIL**

**PROPOSED REZONING (Temporary)**

**PART LOT 14, CONCESSION 4**

**Geographic Township of McKenzie  
Being Part 1, 42R-20605  
14 Sam's Lane**

**Roll # 4939 0500 0105 500**

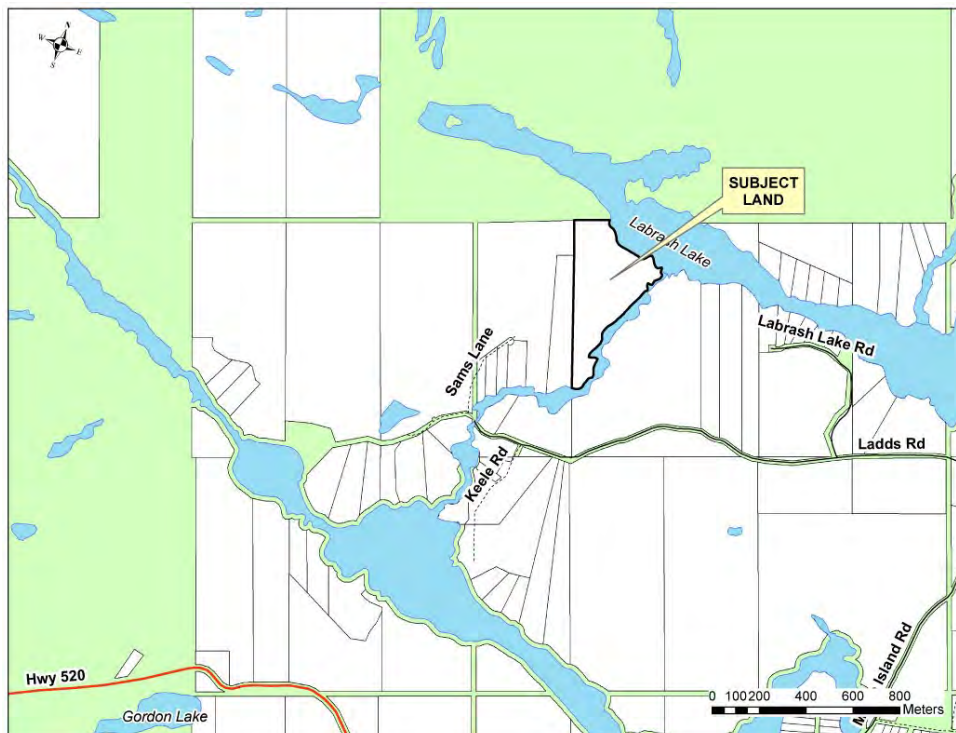
**LaBrash Lake**

**Applicant: James Masin**

**May 10, 2023**

**BACKGROUND/PURPOSE**

Mr. Masin owns 31.86 acres with 3570 feet of shoreline on LaBrash Lake and along the LaBrash River.



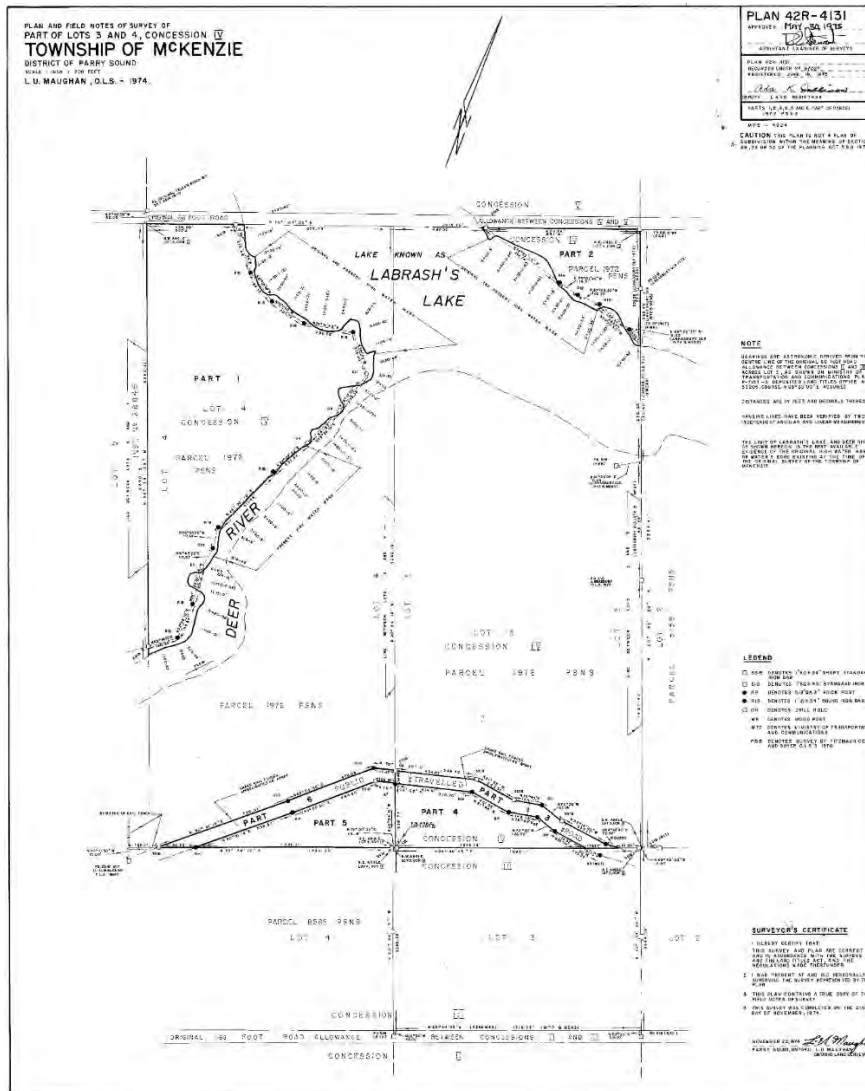
Mr. Masin had originally hoped to build a new log home on this vacant property. However, the contractor failed to follow through and as a result, the dwelling never got constructed. The Masins ended up with several years lost.

The owner is now proposing to proceed with a development of the property by starting with a garage (30' x 24') to shelter tools and building materials prior to the construction of a dwelling.

Because a detached garage is an accessory structure, Mr. Masin is applying to rezone the lands for a temporary period to allow the garage prior to establishing a principal dwelling. Mr. Masin is applying for a three year period, before a permit for a dwelling is obtained.

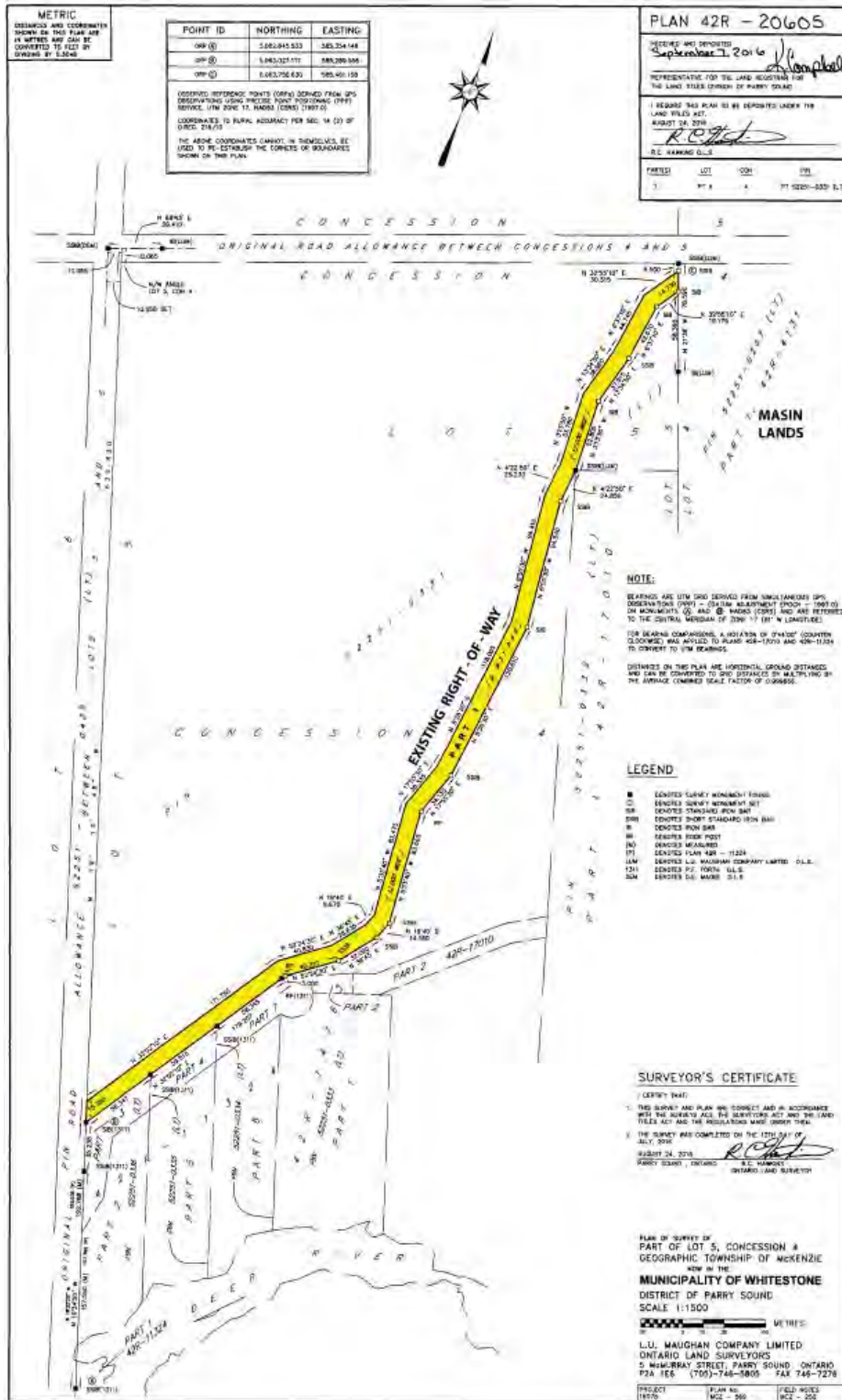
## PROPERTY DESCRIPTION

The subject lands are identified as Part 1 of Survey Plan 42R-4131.

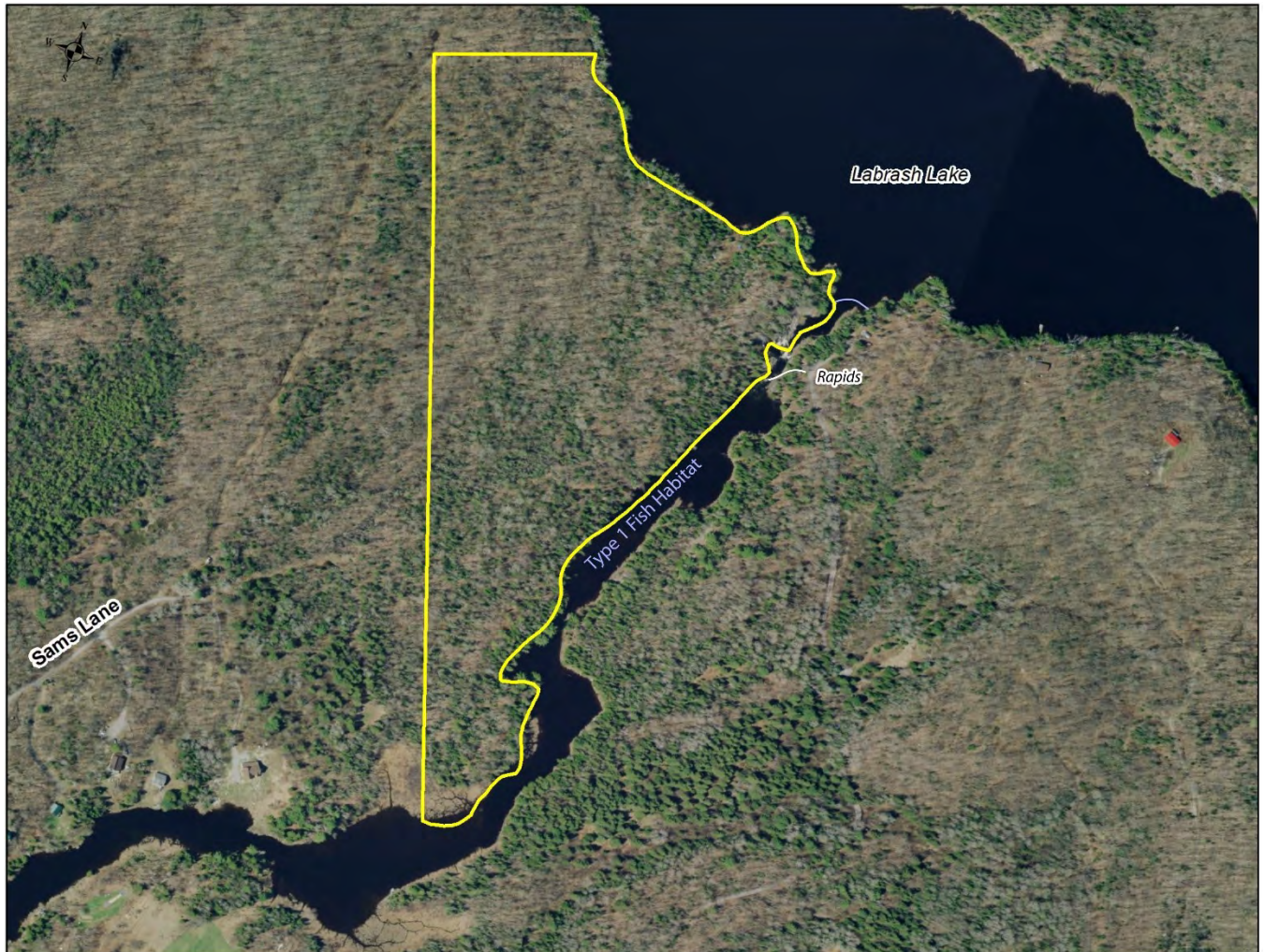


The lands are currently vacant and obtain access off a private road, Sam's Lane.

Access is available by registered right-of-way.



The lands are heavily forested with mixed deciduous and coniferous trees.



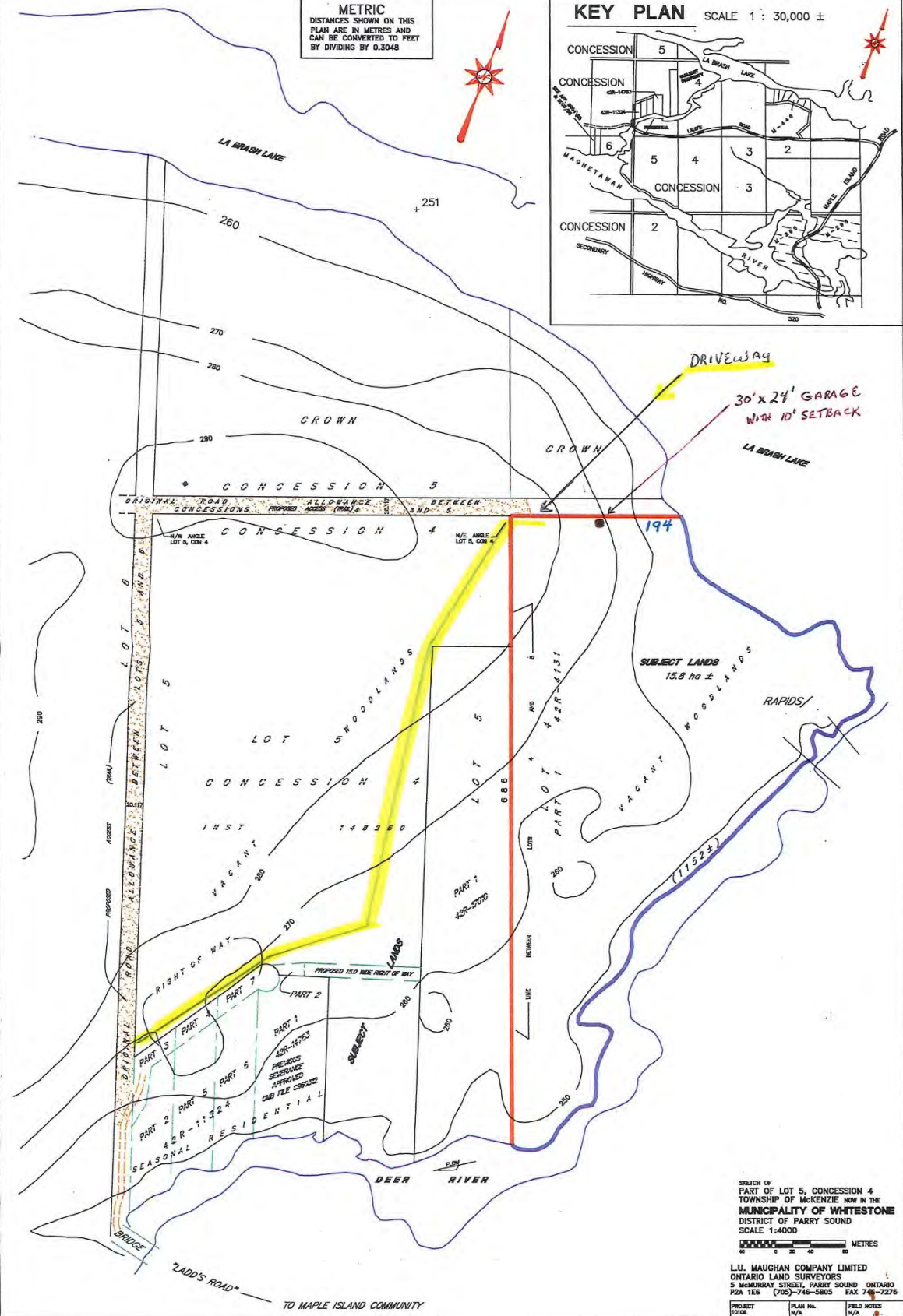
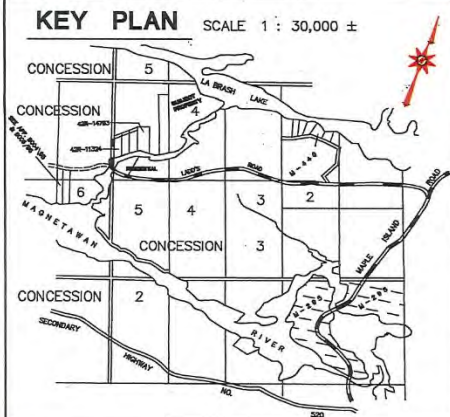
The frontage on LaBrash Lake is clear of any Type 1 Habitat while the river frontage below the rapids are listed as critical habitat.

### **PROPOSED GARAGE**

The proposed garage is to be located at the north end of the property adjacent to the concession road allowance.



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



SKECH OF  
 PART OF LOT 5, CONCESSION 4  
 TOWNSHIP OF MCKENZIE NOW IN THE  
 MUNICIPALITY OF WHITSTONE  
 DISTRICT OF PARRY SOUND  
 SCALE 1:4000

0 20 40 80 METRES

L.I. MAUGHAN COMPANY LIMITED  
 ONTARIO LAND SURVEYORS  
 5 McMURRAY STREET, PARRY SOUND ONTARIO  
 P2A 1E8 (705) 746-5865 FAX 746-7276

PROJECT 10108 PLAN NO. N/A FIELD NOTES N/A

## **SECTION 39 OF THE PLANNING ACT**

### ***“Temporary use provisions***

***39 (1) The council of a local Municipality may, in a By-Law passed under section 34, authorize the temporary use of land, buildings or structures for any purpose set out therein that is otherwise prohibited by the By-Law. R.S.O. 1990, c. P 13, s. 39 (1).***

### ***Area and time in effect***

***(2) A By-Law authorizing a temporary use under subsection (1) shall define the area to which it applies and specify the period of time for which the authorization shall be in effect, which shall not exceed three years from the day of the passing of the By-Law. 2002, c. 17, Sched. B, s, 11 (12).***

### ***Extension***

***(3) Despite subsection (2), the council may by By-Law grant further periods of not more than three years each during which the temporary use is authorized. R.S.O. 1990, c. P.13, s. 39 (3).***

### ***Non-application of cl. 34 (9) (a)***

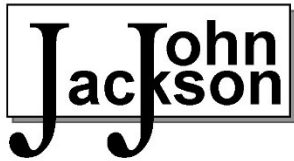
***(4) Upon the expiry of the period or periods of time mentioned in subsections (2) and (3), clause 34 (9) (a) does not apply so as to permit the continued use of land, buildings or structures for the purpose temporarily authorized. R. S. O. 1990, c. P. 13, s. 39 (4).***

Section 39 is a tool available for allowing a temporary use for up to three (3) years after which, the use must disappear or be legitimized in terms of complying with the zoning By-Law as if the temporary use never existed. This is an extremely enforceable provision in the legislation.

Respectfully submitted,



John Jackson M.C.I.P., R.P.P.



**CONSENT APPLICATION NO. B22 2023(W)**

**PART OF LOTS 59 TO 61, CONCESSION B**

**TOWNSHIP OF WHITESTONE**

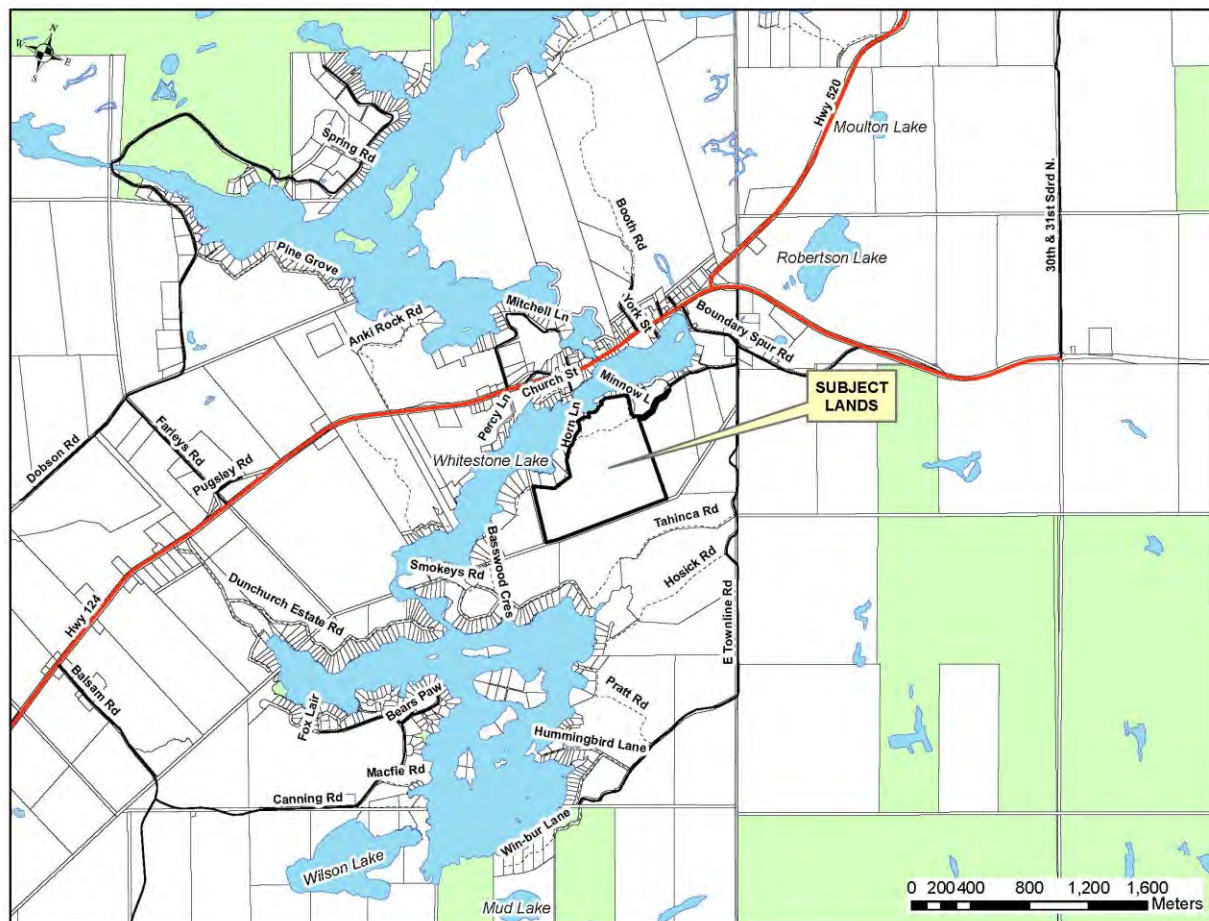
**Roll # 493901000803115**

**Applicant: Carol Gorrie**

**August 15, 2023**

**APPLICATION PURPOSE**

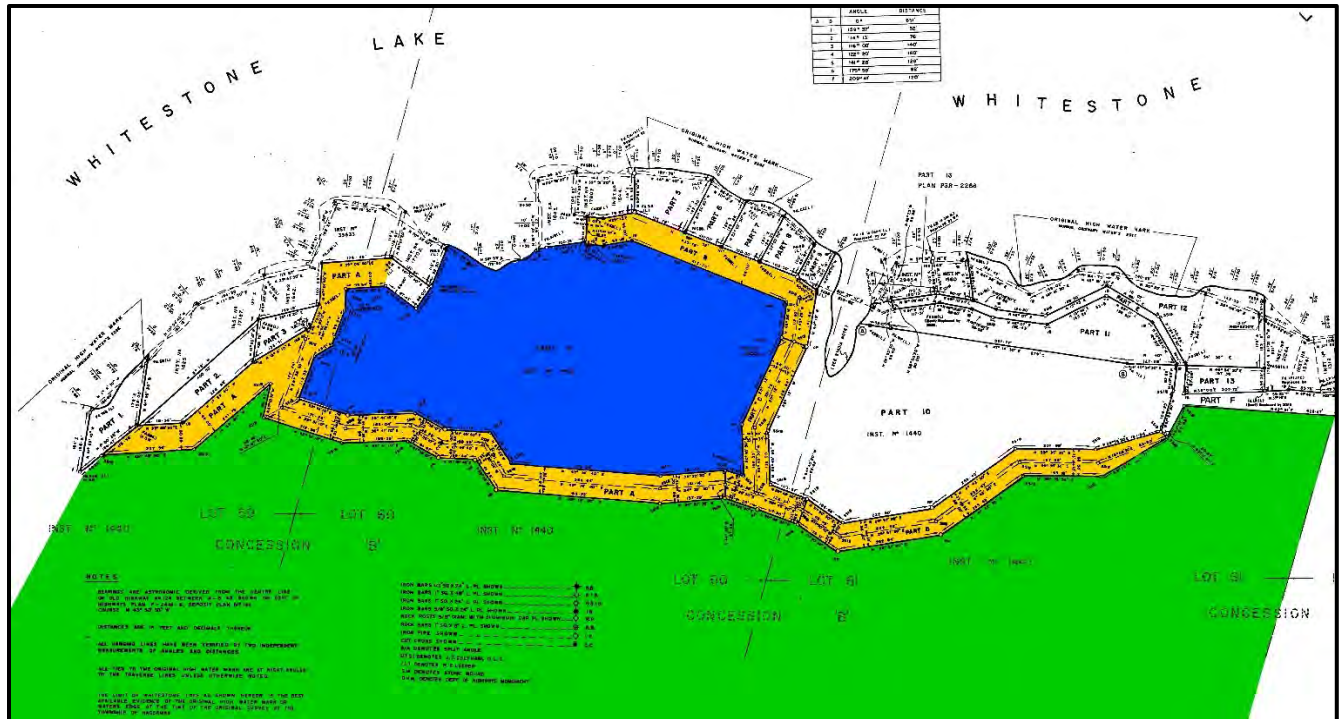
Mrs. Carol Gorrie owns a large Waterfront parcel on Whitestone Lake. The parcel also includes frontage on three private roads being Quinn Road, Minnow Lane and Horn Lane.



## PROPERTY DESCRIPTION

The subject lands are described as Part of lots 59 to 61 Hagerman. PSR-2389 Parts 4 C and D; Part Parts A and B, 42R-4065; Part Part 1, 42R-18374 and Part 1, 42R-9831.

The subject lands, although under single ownership, function as a waterfront parcel (Blue) surrounded by roadways (Orange) with a large back acreage (Green) which extends beyond the Plan PSR-02389 shown below.



These lands are currently vacant, with an existing storage building being the only structure on the property.

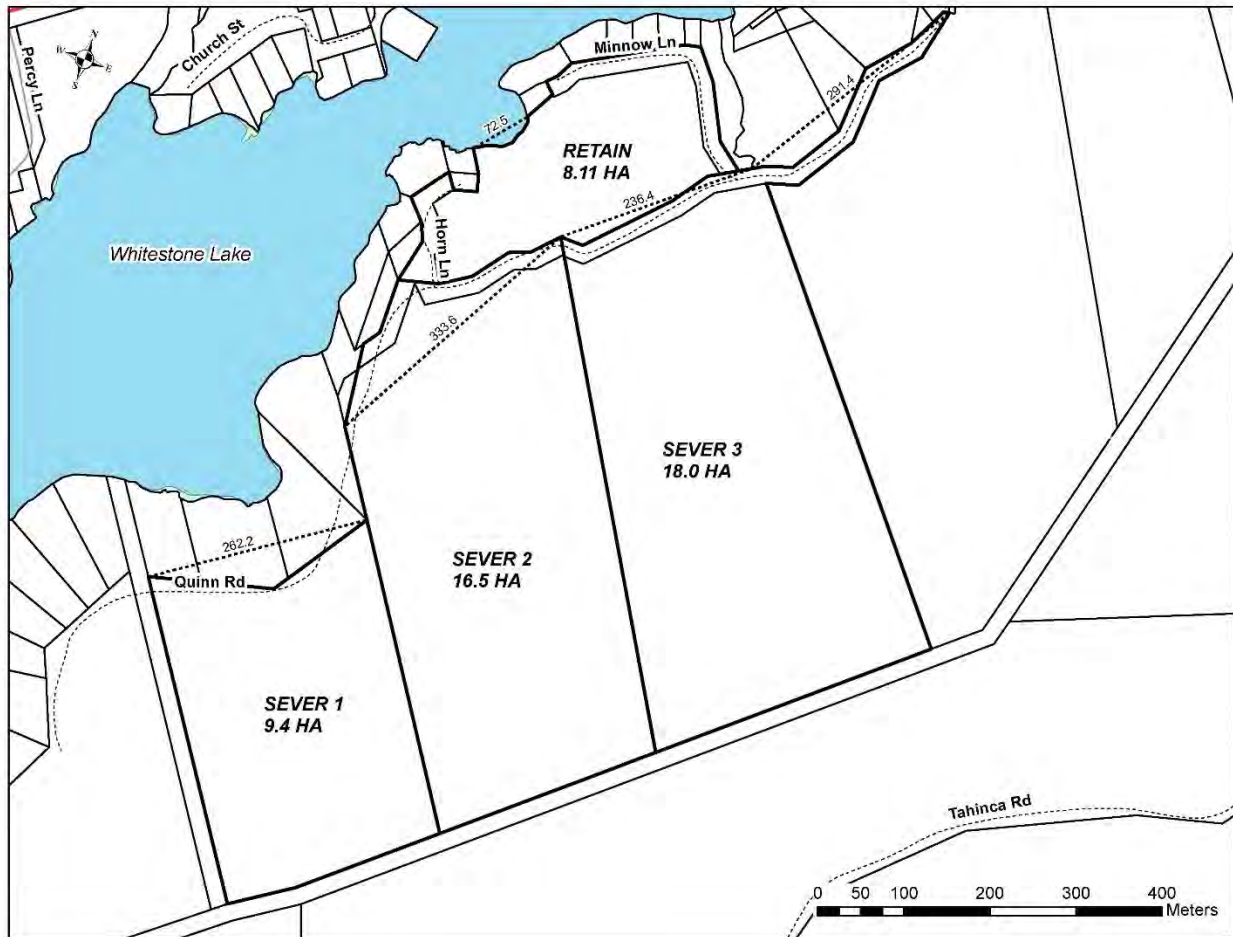
The waterfront (retained) portion of the property is an open field. There is also a field on the east side of the lot. The remainder of the subject lands are heavily forested with some low-lying areas flowing from the rear of the lot toward Quinn Road.



**PROPOSED CONSENT**

The proposed rural lots are shown on the consent sketch below.

	<b>FRONTAGE</b>	<b>AREA</b>
<b>RETAIN</b>	±352m (Quinn Road)	8.1 ha
<b>SEVER 1</b>	±262m	9.4 ha
<b>SEVER 2</b>	±333m	16.5 ha
<b>SEVER 3</b>	±236m	18.0 ha



**OFFICIAL PLAN**

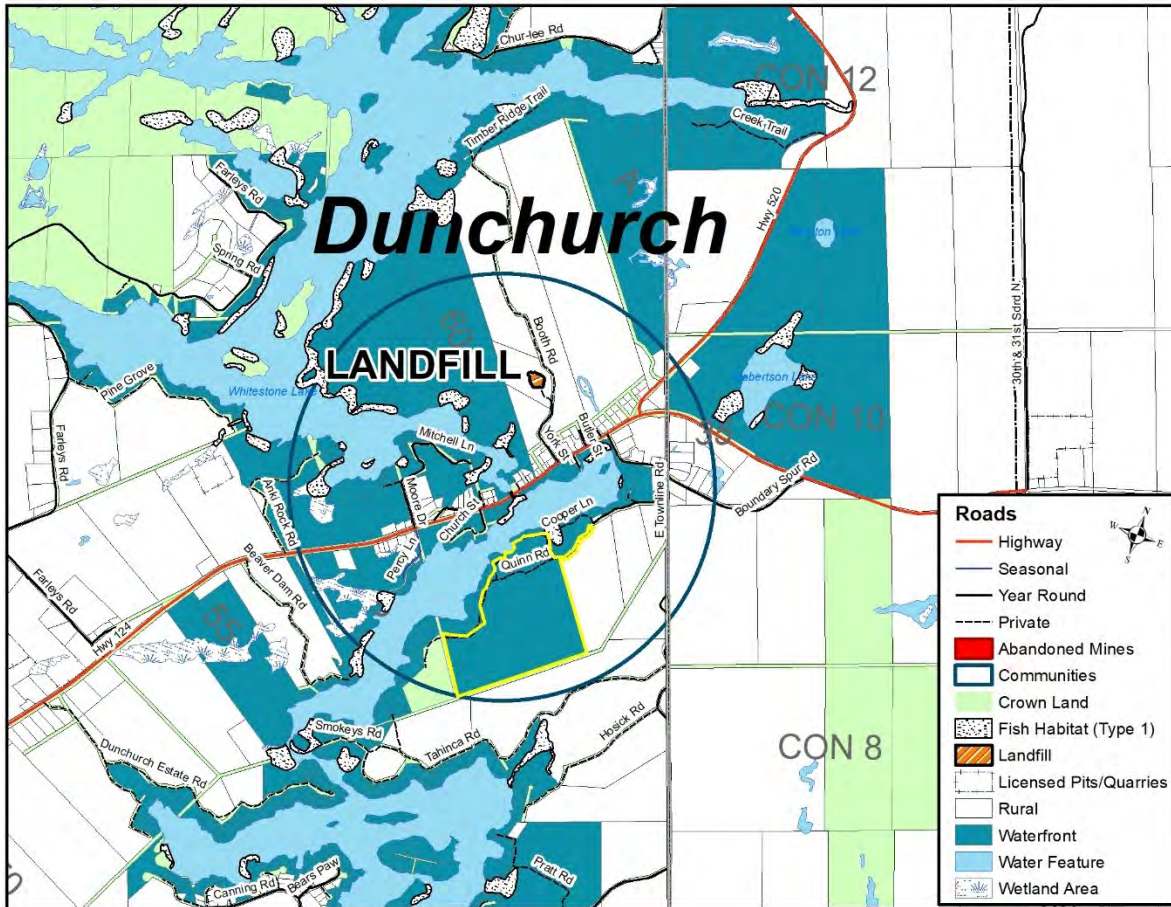
The subject lands are designated Waterfront in the official plan. This can be corrected in the next mapping update, once the proposed lots are separated front the waterfront.

There are no Natural Heritage features identified on the subject lands.

The size of the proposed lots will allow building envelopes that avoid any low-lying areas on the lands.

Prior to Official Plan Amendment No. 2, backlots were not permitted on private roads. With this new policy in place the creation of these lots can be supported.

The applicant will need to enter into a Section 51(26) agreement with the municipality to recognize the private road access.



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

The lands are subject to the 2020 provincial policies.

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

***“1.1.5 Rural Lands in Municipalities***

***1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.***

***1.1.5.2 On rural lands located in municipalities, permitted uses are:***

- a) the management or use of resources;***
- b) resource-based recreational uses (including recreational dwellings);***
- c) residential development, including lot creation, that is locally appropriate;***
- d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;***
- e) home occupations and home industries;***
- f) cemeteries; and***
- g) other rural land uses.***

***1.1.5.3 Recreational, tourism and other economic opportunities should be promoted.***

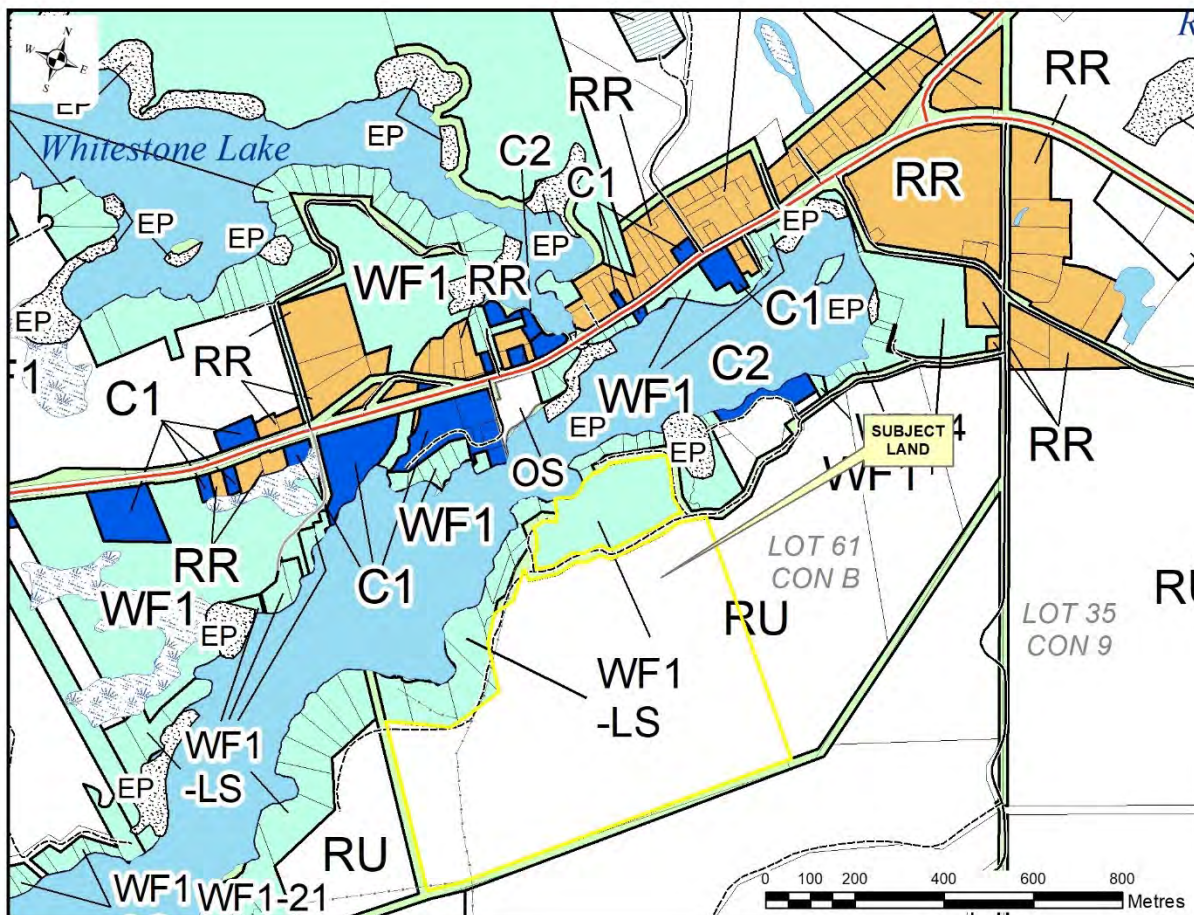
**1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.**

**1.1.5.5 Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.**

**1.1.5.6 Opportunities should be retained to locate new or expanding land uses that require separation from other uses.**

There are no inconsistencies with these policies.

## **ZONING BY-LAW**



The lands are split-zoned Rural (RU) and Waterfront Residential 1 – Limited Services (WF1-LS) in the Municipality’s zoning By-Law.

The proposed lots are within the Rural (RU) zone.

The proposed lots will meet the 2.0 hectare lot area and 100 metre lot frontage requirement for the RU Zone.



## **RECOMMENDATION**

That the Municipality support the proposed consent as applied for by Carol Gorrie in Application No. B22 2023(W) – Gorrie subject to the following:

- 1) Payment of Parkland fees;
- 2) Entering into a 51(26) Consent Agreement to recognize the private road access for the three new lots and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road;
- 3) Obtaining 911 addressing; and
- 4) Payment of any applicable fees.

Respectfully,



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

**CONSENT APPLICATION NO. B29/2023(W)**

**PART LOTS 11-12, CONCESSION 6**

**MUNICIPALITY OF WHITESTONE**

**87 Granite Lane**

**Roll # 493901000201125**

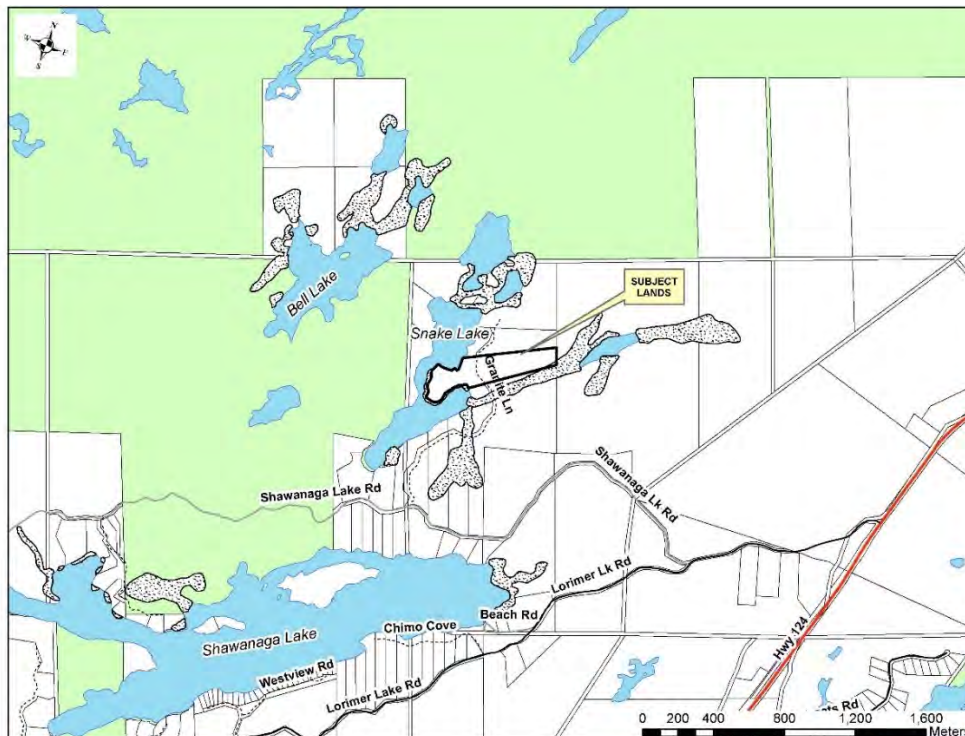
**Applicants: Robert and Jeannette Desjardins**

**September 8, 2023**

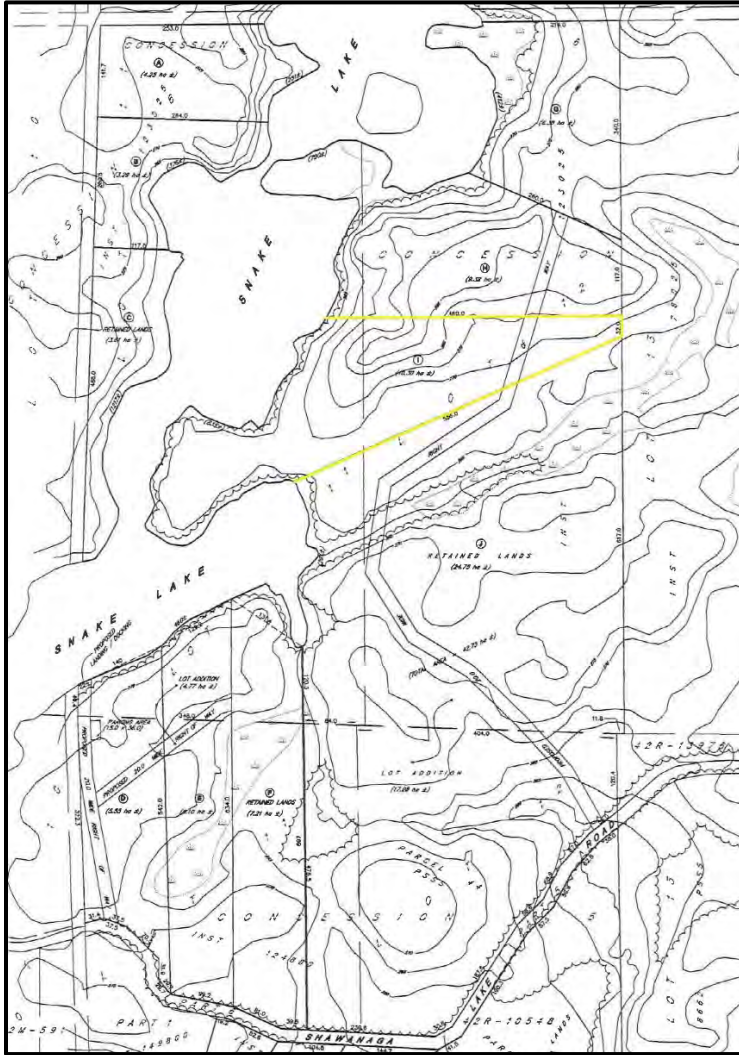
### **APPLICATION PURPOSE**

Robert and Jeannette Desjardins own a Waterfront parcel on Snake Lake, accessed by Granite Lane in part of Lots 11 & 12, Concession 6. Subject lands are approximately 9.6 hectares in size with a point of land (approx. 4.0 ha) and a back acreage (approx. 5.6 ha) divided by Granite Lane (also under the ownership of the applicant).

The proposed consent will create two (2) waterfront lots on Snake Lake and one backlot on Granite Lane.

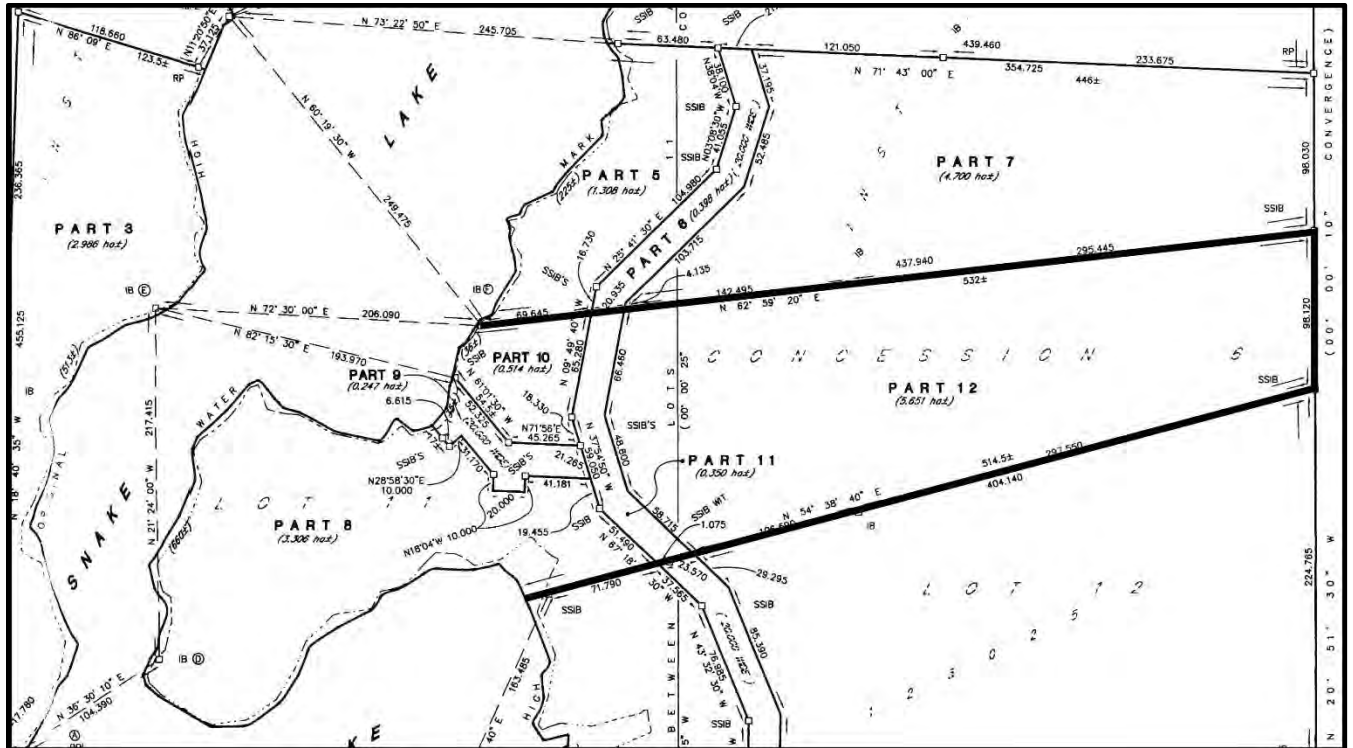


The subject lot was created as a result of consent no. B25/2002 -Quin, that created 9 lots on Snake Lake.



### **PROPERTY DESCRIPTION**

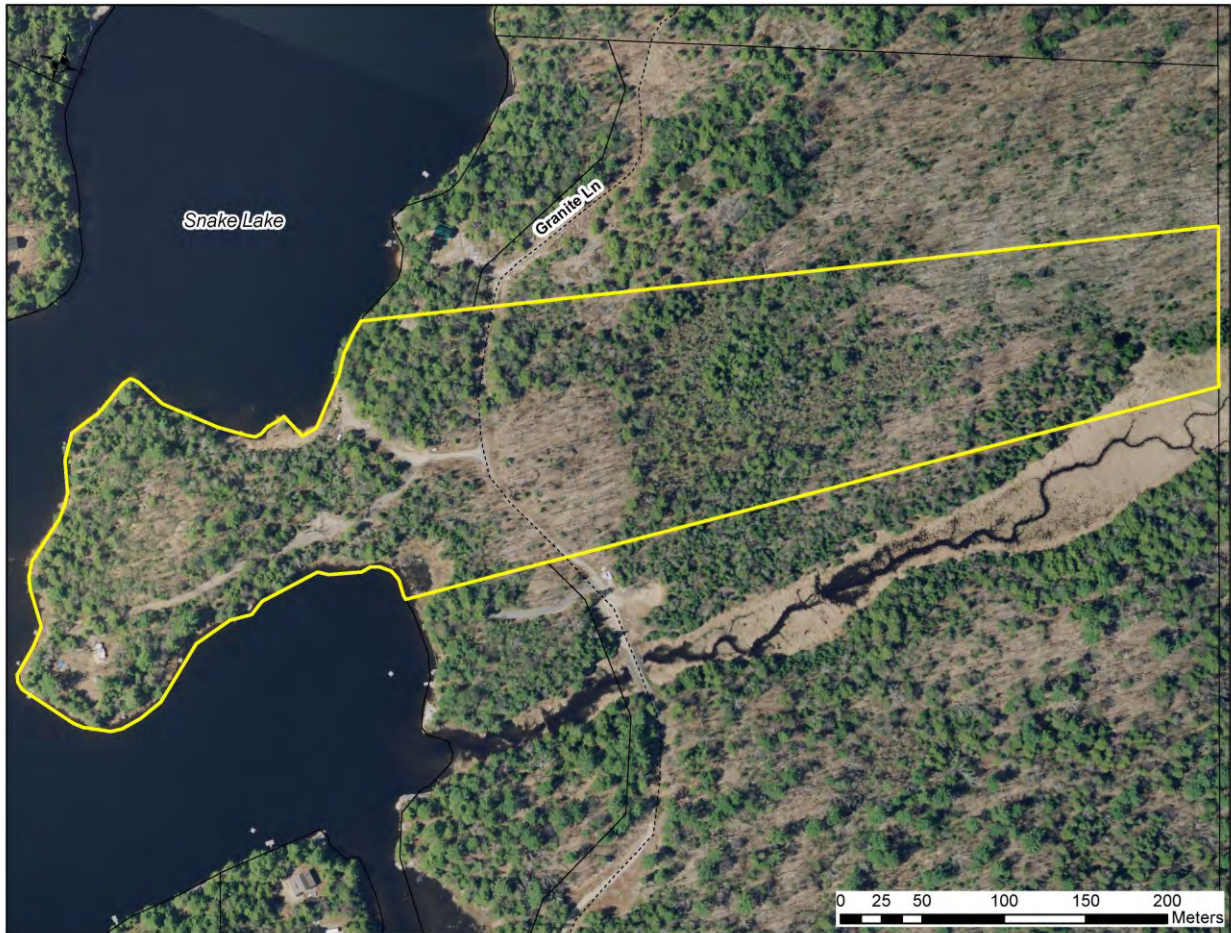
The subject lands are described as parts 8 to 12 on plan 42R-16729 as shown below.



Part 9 serves as a parking area and access point for cottagers on Snake Lake. This access arrangement will remain and will be uninhibited by the proposed consent.

The lands are heavily forested with mixed deciduous/conifers species.

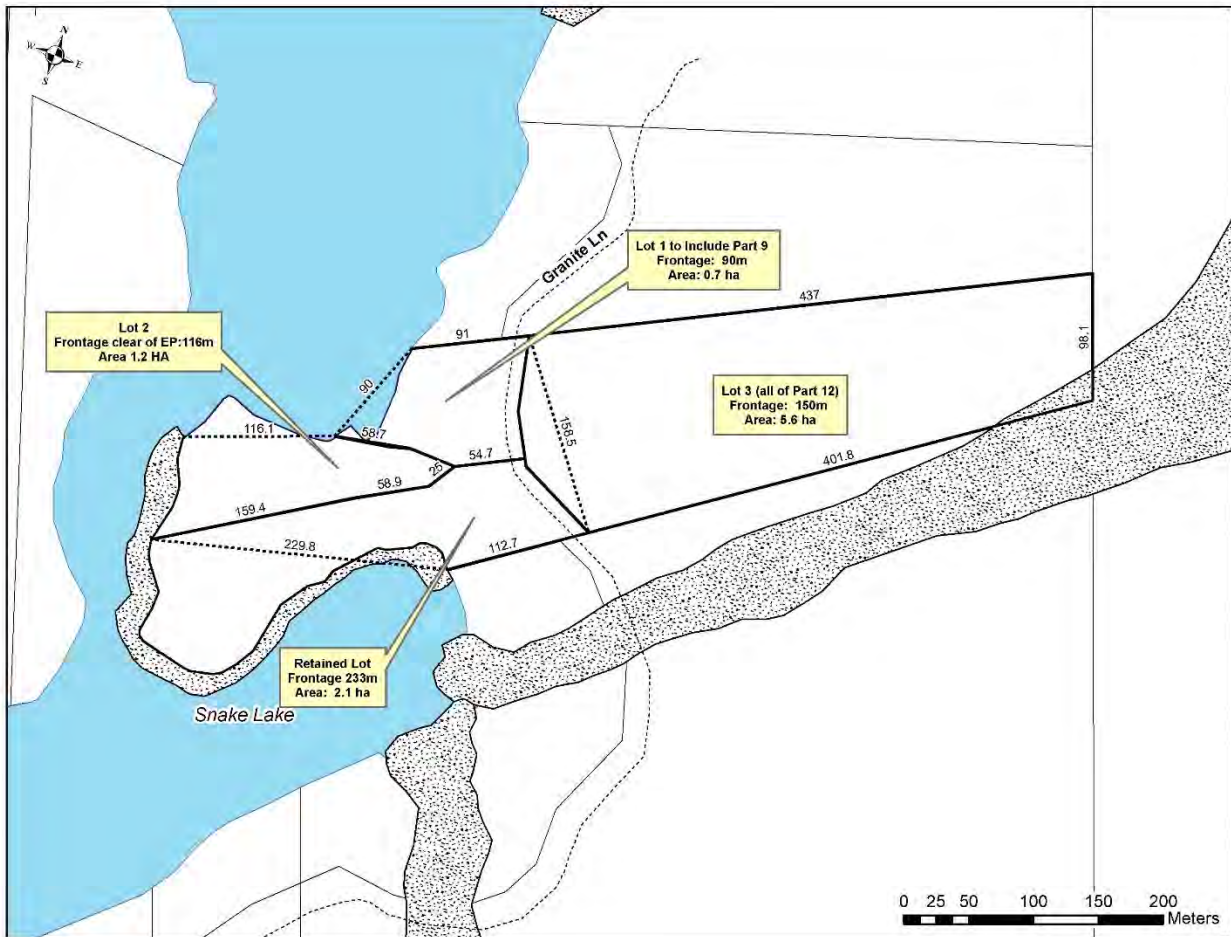
There is a dwelling under construction on the point on the proposed retained lot.



### **PROPOSED CONSENT**

The proposed consent is to create two (2) waterfront lots and one (1) rural lot as shown on the consent sketch below.

	<b>FRONTAGE</b>	<b>AREA</b>
<b>RETAIN</b>	229.8 m	2.1 ha
<b>SEVER 1</b>	90 m	0.7 ha
<b>SEVER 2</b>	160.5 m	1.2 ha
<b>SEVER 3</b>	158.5 m	5.6 ha

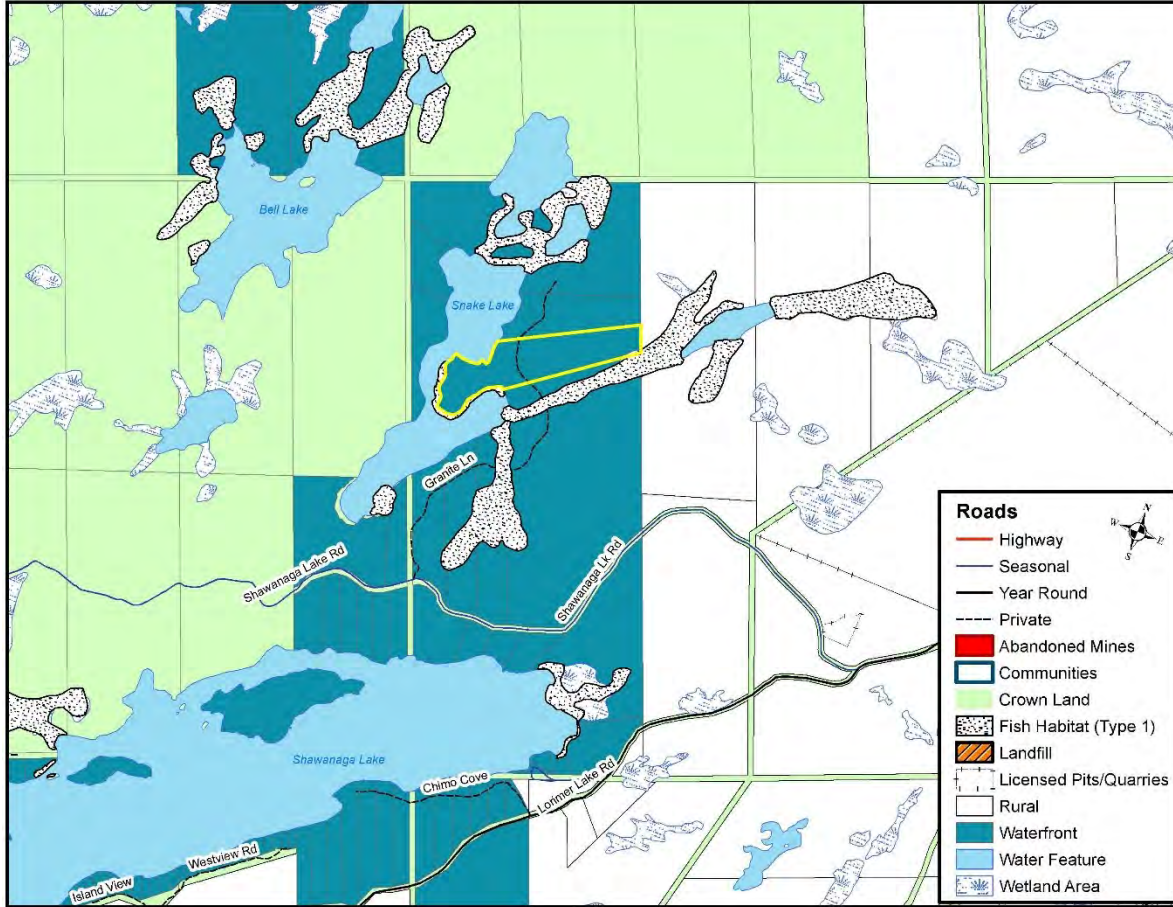


Each of the waterfront lots will have a minimum of 90 metres of frontage and 0.6 hectares of area. The proposed rural lot will have a minimum of 100 metre of frontage and 2.0 hectares of area as required by the Municipality's Zoning By-law.

### **PARKING AREA AND ACCESS POINT**

There is a parking area and access point on a portion on proposed Severed Lot 1 (42R-16729). Historically this access has been the subject of legal proceedings that have since been settled. These lands are currently under the ownership of the applicants and will remain in private ownership as part of proposed Severed Lot 1.

## OFFICIAL PLAN

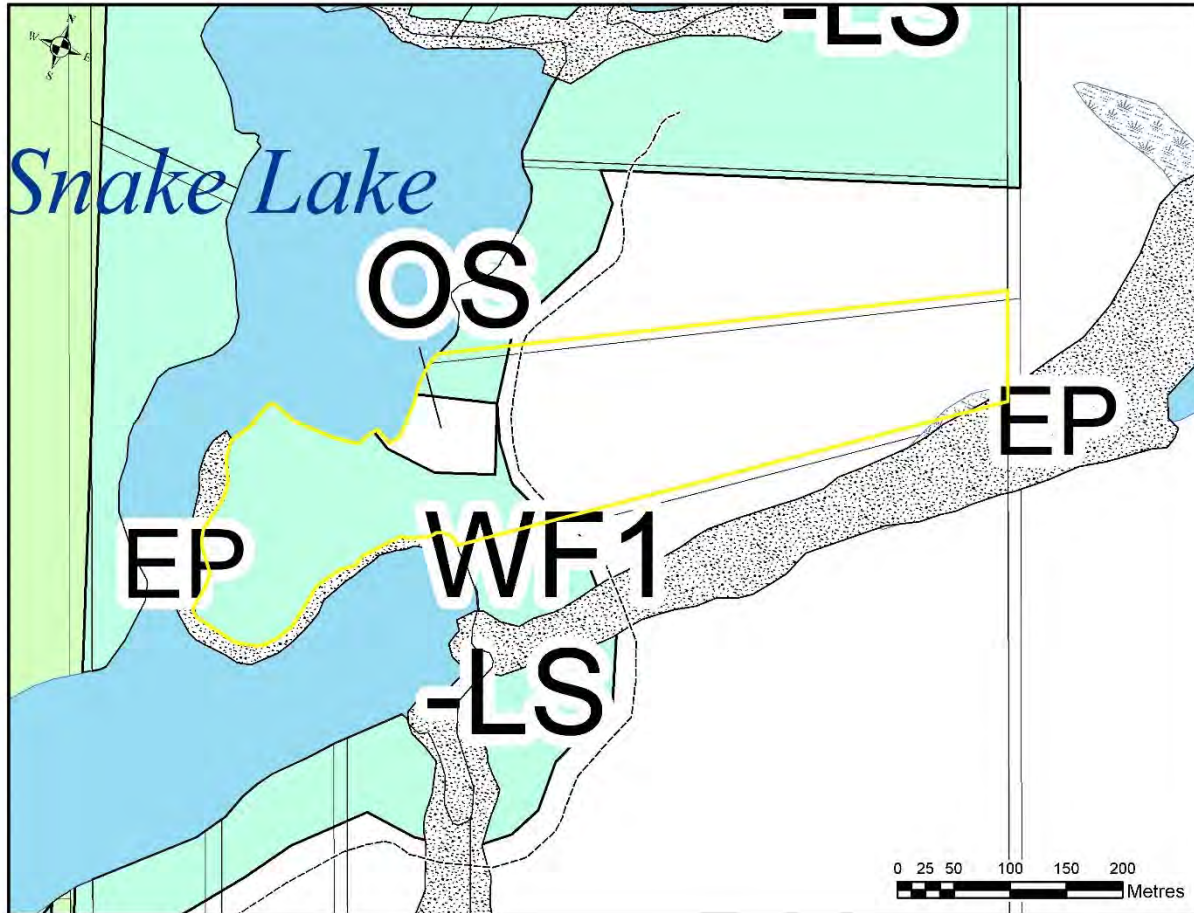


The subject lands are designated Waterfront in the official plan.

There is significant Type 1 Fish Habitat on the shoreline of the subject lands. However, the majority of the habitat is in front of the retained lands.

There are no conflicts with the Waterfront policies.

## ZONING By-Law



The lands are split-zoned Rural (RU), Waterfront Residential 1 (WF1), Open Space (OS) and Environmental Protection (EP) in the Municipality's zoning By-Law.

Proposed Severed Lot 1 is free of Type 1 Fish Habitat and will include the Open Space (OS) zoned parking a boat access lands.

Proposed Severed Lot 2 has 116 metres free of Type 1 Fish Habitat.

Proposed Severed Lot 3 is currently zoned Rural (RU) and will not require a zoning change.



## **RECOMMENDATION**

That the Municipality support the proposed consent as applied for by Robert and Jeannette Desjardins in Application No. B29/2023(W) subject to the following:

- 1) Payment of Parkland Dedication fees;
- 2) That the new lots receive 911 addressing;
- 3) Entering in to a 51(26) Consent Agreement to recognize the private road access for the new lots and to indemnify the Municipality for any responsibility or liability for the access or maintenance of the road; and
- 4) Payment of any applicable fees.

Respectfully,

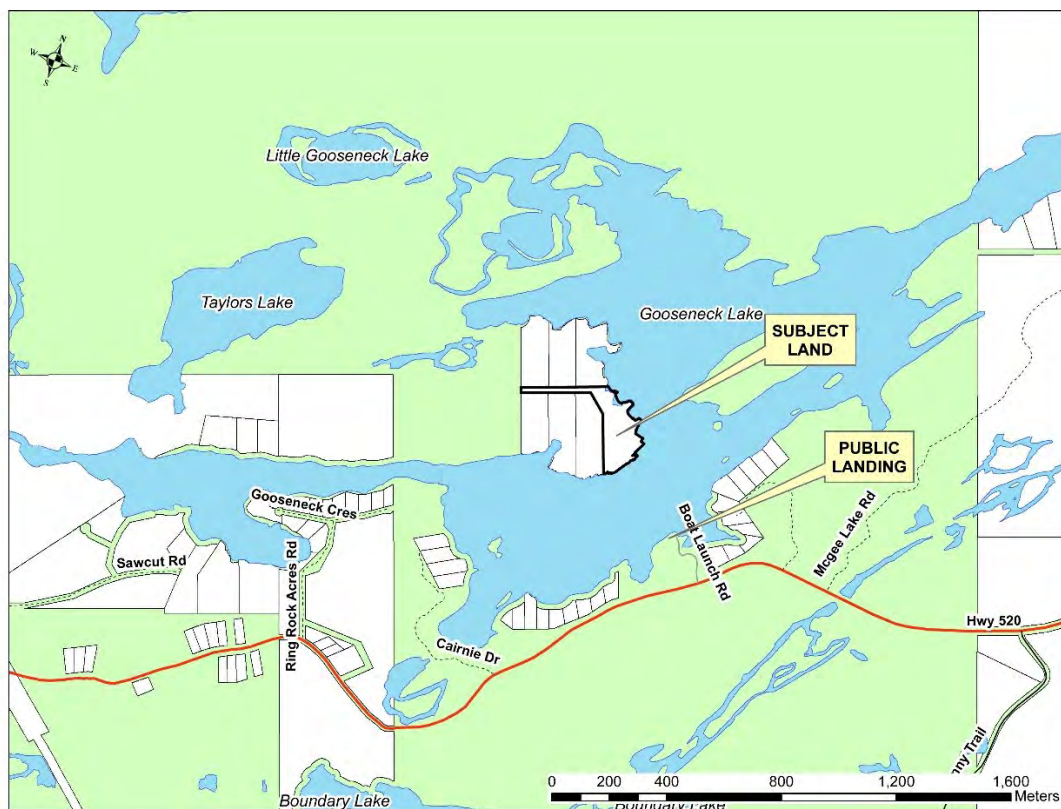


John Jackson M.C.I.P., R.P.P.  
JJ;pc

**CONSENT APPLICATION B32/2023(W)****PART OF LOT 4, CONCESSION 2****GEOGRAPHIC TOWNSHIP OF BURTON****PARTS 1 & 5, PLAN 42R-21217****Gooseneck Lake****Applicants: Scott and Garth Nash****September 6, 2023****BACKGROUND/PURPOSE**

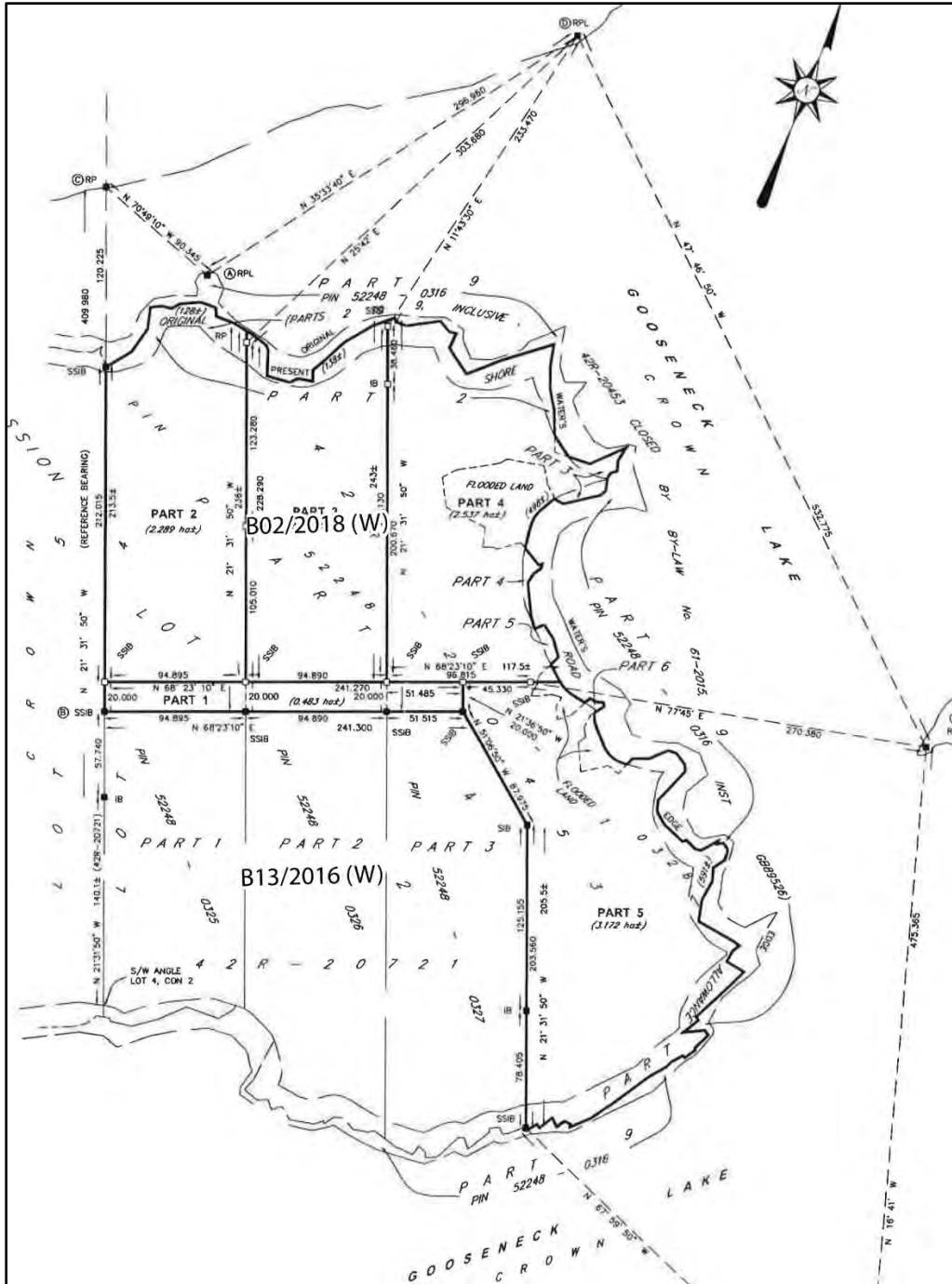
The owners of a water access property on Gooseneck Lake is proposing to create one new water access lot on the lake.

It is proposed that the lands will comply with the access policies of the official plan using the existing public landing on Gooseneck Lake.



The applicants have previously created lots on the subject lands in two previous applications.

These previous applications are illustrated on the sketch below.



The subject lands have had a controversial past related to the sequential nature of the previous applications.

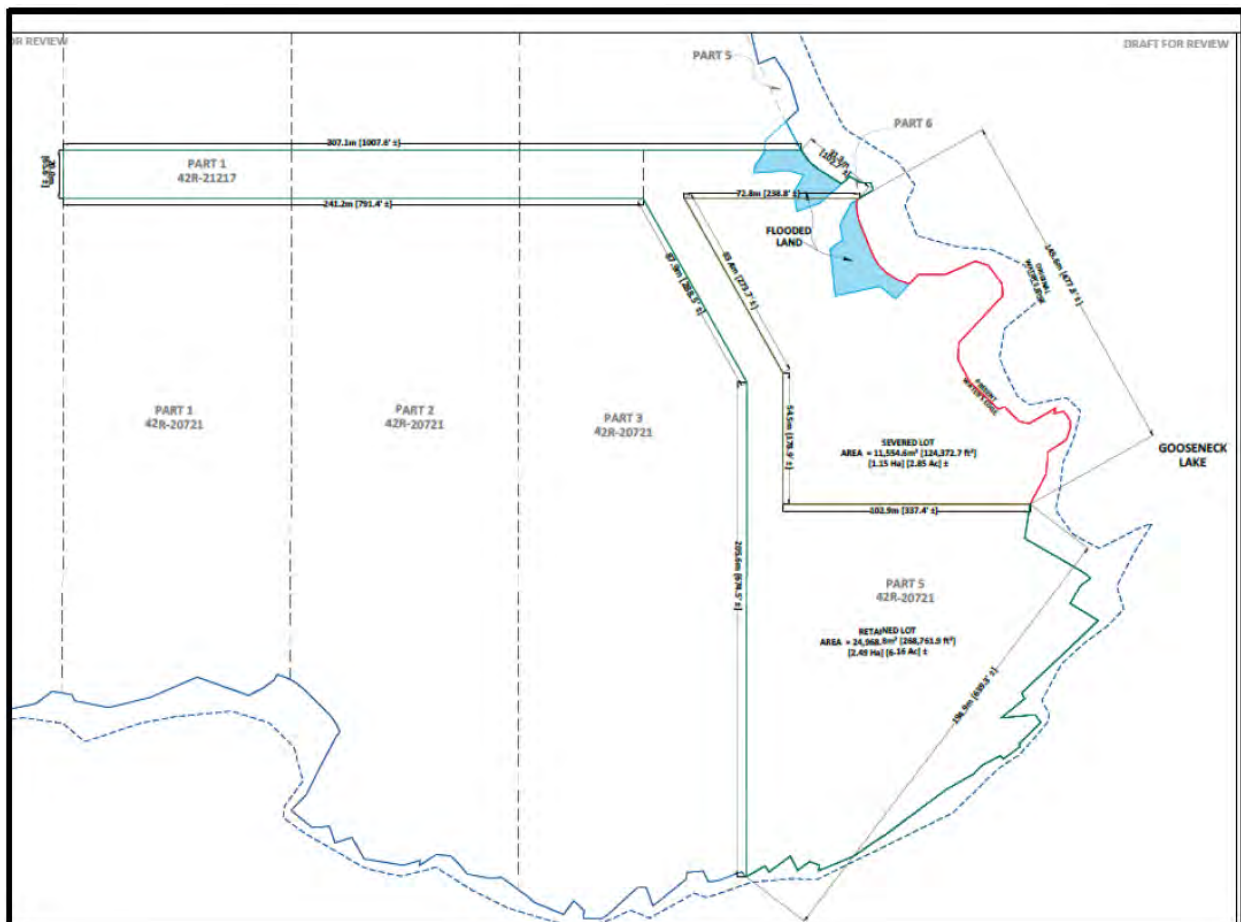
Ultimately the matters were resolved through negotiations between the proponents and the Municipality.

The initial application for the creation of three lots was determined to be in conformity with the access policies of the official plan using the Gooseneck public access.

The second application was determined to require an alternative water access arrangement using private property in contrast to the public landing.

The previous planning reports, including the planning board reports and decisions are attached. The second application was based upon a settlement agreement with the owners and the Municipality.

The current application is proposing to provide access using the public landing similar to the original consent.



The applicants have provided a professional planning report together with an updated environmental statement.

These documents are attached.

## **CURRENT AFFAIRS**

The following conclusions seem to apply.

- The proposed consent is the last lot that would be available on the subject lands;
- The ecological information provided would indicate that the new lot is in accord with the PPS, the official plan and applicable legislation.
- The proposed lots would appear to be consistent with the Gooseneck Lake draft report;
- The landing at Gooseneck appears to have sufficient capacity for one additional lot;
- The proposed lot has regard to the items set out in section 51(24) of the Planning Act.

## **RECOMMENDATION**

That a consent to create one new water access lot on Gooseneck Lake as applied for by Scott and Garth Nash in Consent Application No. B32/2023(W) be approved based on the following conditions.

1. The applicant completes an environmental study regarding the terrestrial features of the property which confirms that there will be no adverse impacts of the consent on the natural heritage features of the property;
2. That the applicant enters into a 51(26) consent agreement to implement the septic system design criteria set out in the Official Plan;
3. Payment of a Parkland dedication fee satisfactory to the Municipality's fee By-Law;
4. Receiving adequate 911 addressing for the new lot; and
5. Payment of any applicable planning fees.

Respectfully submitted,



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

August 31st, 2023

Parry Sound Area Planning Board  
1 Mall Drive  
Parry Sound, ON  
P2A 3A9

**Re: Consent Application B32/2023(W) (Scott Nash and Garth Nash)  
1170WA GOOSENECK LAKE; PARTS 1 & 5 PLAN 42R-21217; PART OF LOT 4, CONCESSION 2,  
GEOGRAPHIC TOWNSHIP OF BURTON; MUNICIPALITY OF WHITESTONE, DISTRICT OF PARRY SOUND**

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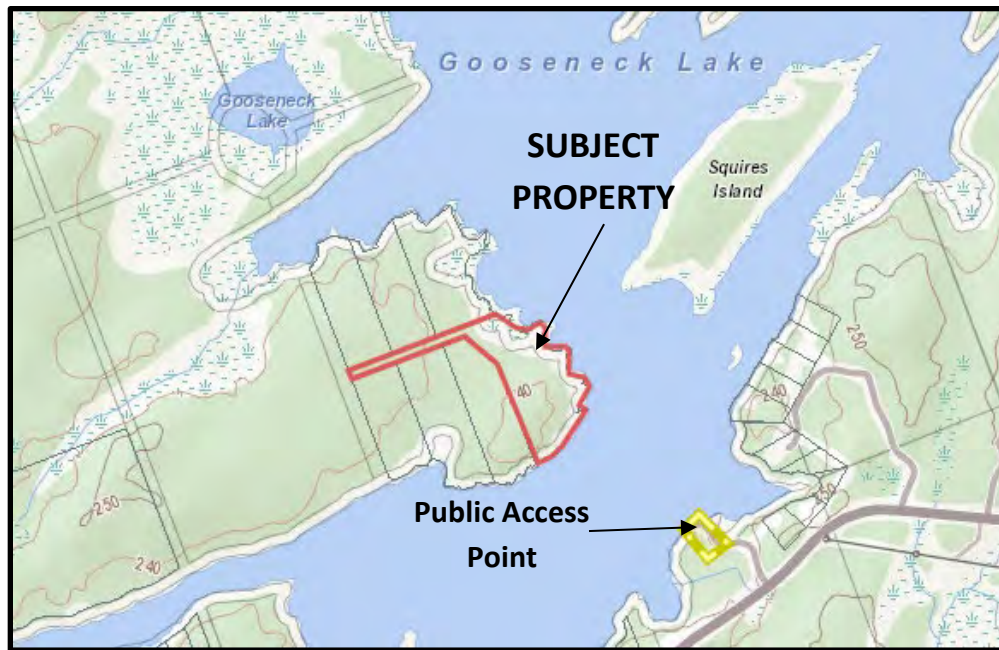
Please be advised that Planscape Inc, has been retained by Scott Nash and Garth Nash to provide them with our planning opinion respecting their application to create one (1) new water access lot from their property on Gooseneck Lake.

The purpose of this report is to provide our professional planning opinion with respect to the proposal's consistency and conformity to the applicable provincial and municipal planning policy.

**OVERVIEW**

The subject property is located at the end of a water access peninsula on Gooseneck Lake located in the Municipality of Whitestone. The waterfront property is approximately 3.65 Ha (9.02 Ac) with approximately 590 metres of shoreline, with an existing seasonal cabin and docks. The proposed retained lot will maintain the pre-existing seasonal cabin and a dock, and the severed lot will maintain a separate existing permitted dock. The legal description of 1170WA GOOSENECK LAKE is Concession 2, Part Lot 4, PARTS 1 & 5, PLAN 42R-21217, in the former Geographical Township of Burton, now the Municipality of Whitestone and Planning District of Parry Sound (Figure 1.). The Subject Property is considered Waterfront Area by the Official Plan of Whitestone and zoned Waterfront Residential 1, Limited Services (WF1 – LS) under the Zoning By-Law.

**FIGURE 1. LOCATION MAP**



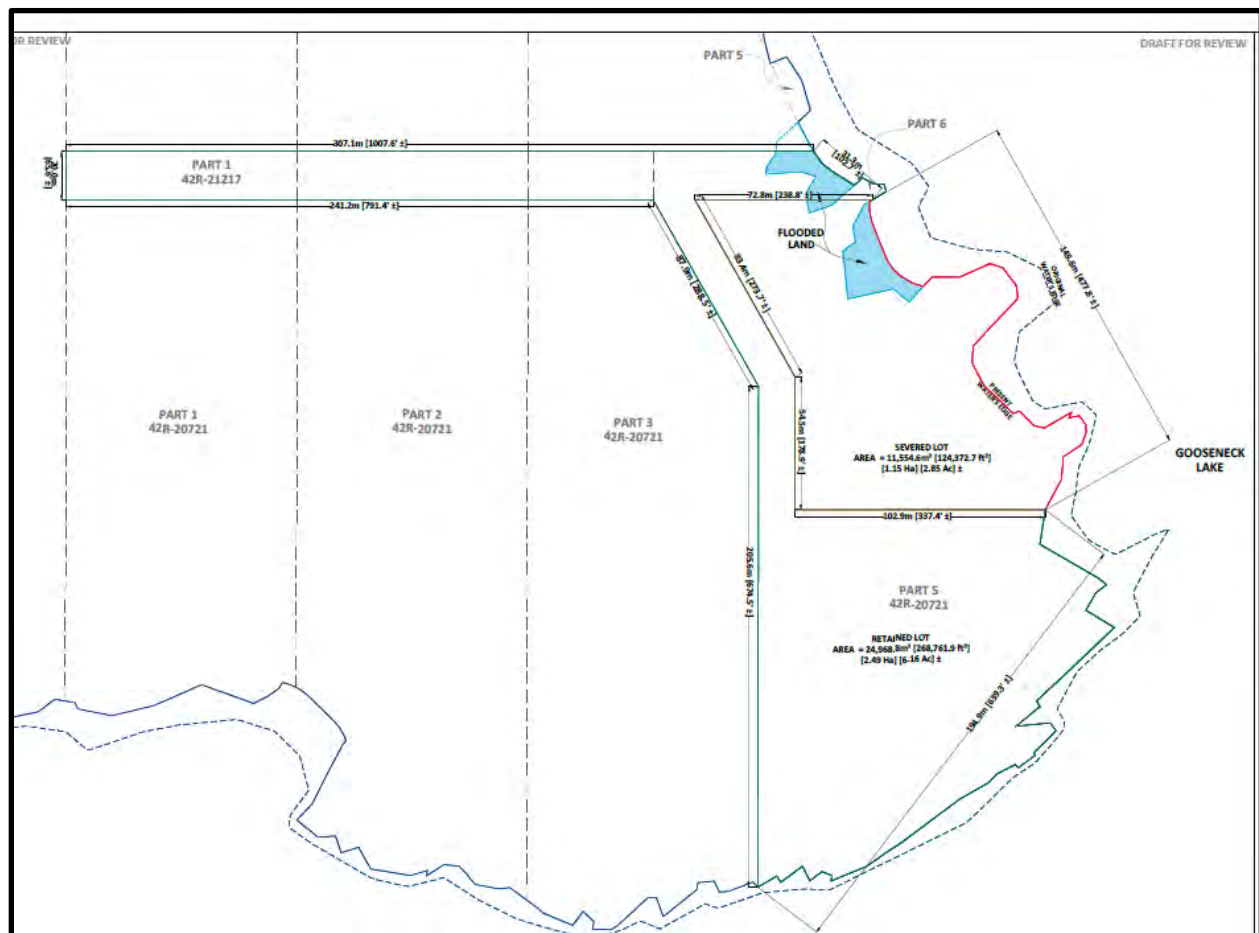
**PROPOSED CONSENT (SEVERANCE) APPLICATION**

The Application for Consent (severance) has been submitted to create one new waterfront lot with an area of approximately 1.15 Ha (2.85 Ac) with approximately 145 metres of shoreline frontage. The retained lot will have approximately 2.49 Ha (6.16 Ac) of area and a proposed shoreline frontage of approximately 195 metres. (Table 1. & Figure 2.).

**TABLE 1.**

	<b>LOT FRONTAGE</b>	<b>LOT AREA</b>
<b>EXISTING PROPERTY</b>	590 m (1935') ±	3.65 Ha (9.02 Ac) ±
<b>SEVERED LOT 1</b>	145.6 m (477.8') ±	1.15 Ha (2.85 Ac) ±
<b>RETAINED LOT</b>	194.9 m (639.3') ±	2.49 Ha (6.16 Ac) ±

FIGURE 2. SEVERANCE SKETCH



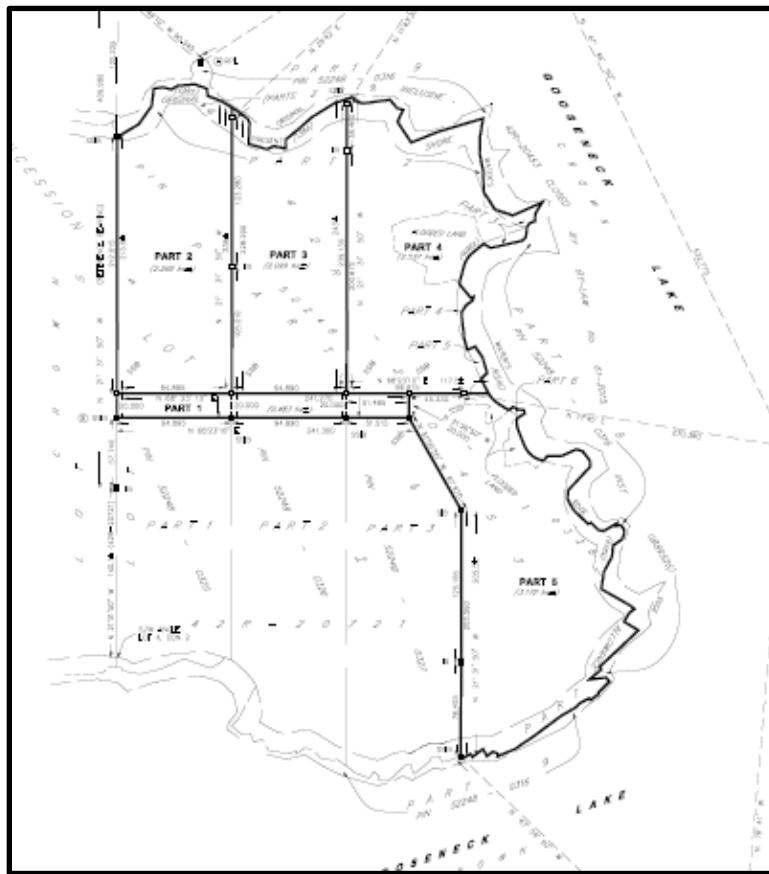
Please see the application for the complete and scaled severance sketch.

### PREVIOUS PROPERTY CONSENT (SEVERANCE) APPROVALS

The subject property has previous approvals of consent. In 2016, consent file B13/2016(W) for the creation of 3 lots (and 1 retained lot) on the southern half of the peninsula and in 2018, consent file B02/2018(w) for 3 lots (and 1 retained lot) on the northern half of the peninsula. Both of the consent applications have been completed. (See Figure 3 for sketch of the lots).



**FIGURE 3.**



## **PLANNING ANALYSIS**

### **PROVINCIAL POLICY STATEMENT, 2020**

The Provincial Policy Statement, 2020 (PPS) is issued under the Authority of the *Planning Act* and is intended to provide policy direction on matters of provincial interest relating to land use planning.

The subject property would be located on rural lands as defined by the PPS and in accordance with Section 1.1.5.2, resource-based recreational uses (including recreational dwellings) are permitted uses on rural lands. The proposal for the creation of one (1) new lot for recreational dwellings would be consistent with this policy.

Additionally, two policies of the PPS are of particular relevance to waterfront residential/recreational development are generally Section 2.1 Natural Heritage policies and Section 2.2 Water policies.

The following policies of Section 2.1 Natural Heritage specifically relate to the subject property where it states:

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

*2.1.8 Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.*

Specifically in Section 2.2 Water policies state:

*2.2.1 Planning authorities shall protect, improve or restore the quality and quantity of water by:*

*a) using the watershed as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;*

*d) identifying water resource systems consisting of ground water features, hydrologic functions, natural heritage features and areas, and surface water features including shoreline areas, which are necessary for the ecological and hydrological integrity of the watershed;*

*e) maintaining linkages and related functions among ground water features, hydrologic functions, natural heritage features and areas, and surface water features including shoreline areas; and*

*h) ensuring consideration of environmental lake capacity, where applicable...*

In the past Beacon Environmental was retained by the owners of the subject property to provide an Environmental Screening Desktop Review and Fish Habitat Assessment to address potential specific concerns as outlined in the Ontario PPS 2020. Michalski Nielsen Associates Limited (“MNAL”) were also retained for further comment, specifically for Lake Assessment and Recreational Capacity Assessment for Gooseneck Lake.

The conclusions of the Beacon Environmental reporting indicated that “severing the lots would not give rise to any impacts” and further recommendations include mitigation measures regarding timing of any future construction activities, maintaining proper shoreline setbacks and following any policies with regard to any future development including docks or boathouses would be applicable. MNAL concluded that “additional development is easily sustainable,” and it was their opinion that they see “no reason why additional careful growth should not be permitted.”

Therefore, the subject severance continues to be consistent with the 2020 PPS, as did the previous severance applications when reviewed with the previous PPS.

## **GROWTH PLAN FOR NORTHERN ONTARIO 2011**

The Municipality of Whitestone is located within the Growth Plan for Northern Ontario Area and thus decisions are required to conform with this Plan. The purpose and guiding principles of the plan provides a 25-year vision of growth for the northern economy, people, communities, infrastructure, environment,

and aboriginal peoples. The application has been reviewed against the applicable policies of this document and has been found to conform to the intent and purpose of the document.

## **OFFICIAL PLAN FOR THE MUNICIPALITY OF WHITESTONE**

The Official Plan describes how lands will be used and developed and includes goals and objectives.

Section 2.0 states:

*The purpose of this Official Plan is to set forth the general policies concerned with the shaping and guiding of the physical growth of the Municipality of Whitestone and to promote sustainable economic development in a healthy natural environment within the municipality.*

*This Plan is intended to provide the basis for a land use planning program that will guide Council and the citizens of Whitestone with a clear and understandable set of guidelines for making land use decisions.*

The Official Plan implements the policies of the PPS and the following policies would apply when assessing this proposal. Among the objectives of the plan include (Section 5.0):

*5.01 Maintaining, protecting and improving the natural environment within the Municipality and region; and*

*5.03 Promoting additional growth in the recreational and residential areas that is sustainable, responsible and appropriate to meet a growing demand for such development in the Municipality;*

As well, the Official Plan supports growth under Section 6.0 – Growth and Settlement Patterns with Seasonal and Waterfront Development:

*6.03 The Municipality encourages new waterfront development. Any new growth along the waterfront will be required to be sustainable in terms of minimizing its impacts on the social, physical and financial environments of the Municipality.*

Section 8.0 of the Official Plan are policies set out for land division. In this case a consent would be permitted under such policies whereas:

*8.01.3 Consents for the creation of a limited number of new lots will continue to be the most used land division procedure. Consents will be permitted where it can be demonstrated that a plan of subdivision is unnecessary for the proper development of the land and where the consent conforms to the general development pattern of the area or adjacent plans of subdivision. Consents proposing to create lots in the waterfront areas are subject to the servicing policies set out in this Plan. Consents shall have regard to these items set out under Section 51(24) of the Planning Act.*

In 2016 the original property was severed to create 3 new lots and in 2018 three additional lots were severed. The Official Plan allows for subsequent consent severance applications as long as the general principles and standards respecting new lot creation are maintained:

*8.01.4 The land division authority would generally interpret the consent policy on any given application to limit the creation of up to 3 new lots and a retained lot. Subsequent applications for consents for these lands may be considered so long as the general principles and standards respecting new lot creation are maintained. Any exceptions to this practice, up or down, may be made in special circumstances where the purpose and intent of the above policy is maintained and the land division authority is satisfied that there is no need, benefit or public interest in proceeding by registered plan of subdivision.*

Section 9.02.2 permits new development of:

*water access lots provided that Council is satisfied that appropriate facilities for car and boat trailer parking, docking and boat launching are available exclusively for the proposed waterfront access development.*

In 2016, the Public Access point of HWY 520 on Boat Launch Road was used for the access point to the 3 created lots. The Ministry of Natural Resources & Forestry (“MNRF”) has communicated with the subject property owner and an additional lot would be supported by the MNRF public access point and parking on Gooseneck Lake. Specific to the provision of access to new waterfront lots on Gooseneck Lake, Section 17.02.2 (described below) provides specific directions for the creation of new waterfront lots.

The existing parking area at the Access Point was expanded by the proponents through a permit with the MNRF, at no cost to the municipality. The expanded parking area more than doubled the previous size and significantly increased the capability. The expansion was +/- 400 square meter and would accommodate parking requirements for the proposed lot.

Section 12.0 – Natural Heritage policies recognize the importance of natural features in the municipality. Particularly as previously identified is Type 1 Fish Habitat. The Official Plan does permit consent applications for shoreline lots as long as they meet the standards as set out by this plan (12.01.1.1)

- (a) Land Division on Shoreline with Type 1 Fish Habitat All severed and retained lots must have a minimum of 15 metres of their respective shorelines free of Type 1 Fish Habitat; Municipality of Whitestone – Official Plan Page 26 Consolidated June 2, 2016*
  - (i) where a severed or retained lot does not include a minimum of 15 metres of non-Type 1 Fish Habitat, it may be re-inspected for errors or omissions respecting the mapping;*
  - (ii) if the re-inspection reveals an accuracy issue, a revised Type 1 Fish Habitat mapping is to be confirmed by the Ministry of Natural Resources and Forestry; or*
- (b) the Parry Sound Area Planning Board may obtain a report by a qualified biologist to indicate how the development can comply with the Provincial Policy Statements. The costs of such a study will beat the expense of the proponent; or*

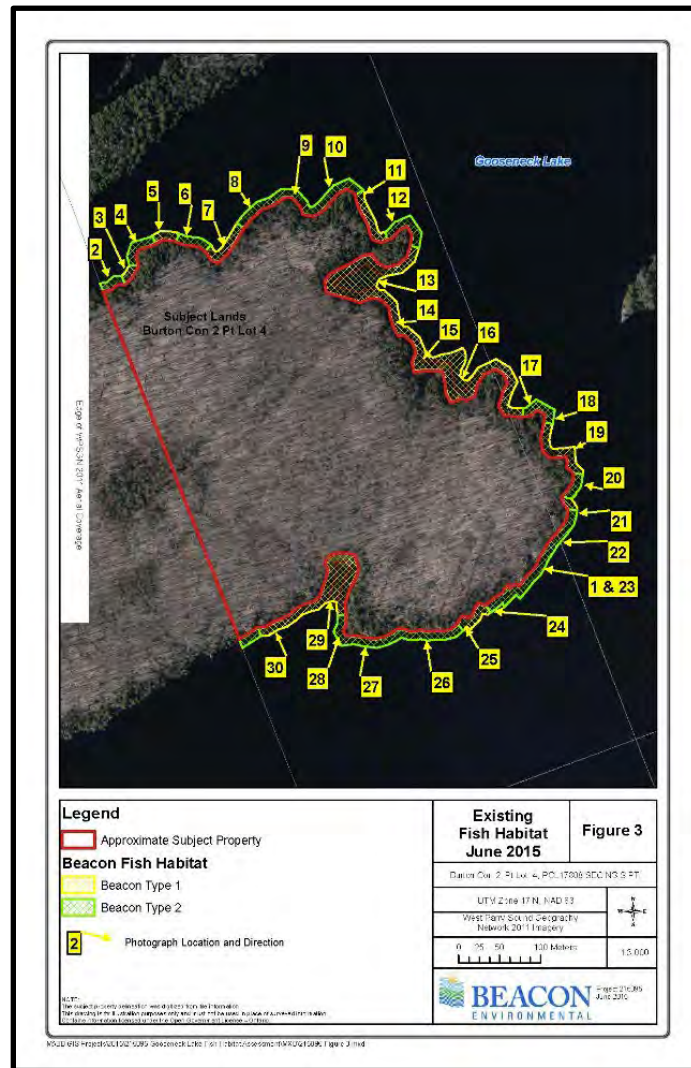
(c) authorization for a dock and/or boathouse must be received from the Department of Fisheries and Oceans

As well Section 12.01.1.5 states:

*Any new structures along shoreline identified as Type 1 fish Habitat will not be permitted unless it can be demonstrated that there will be no adverse impacts.*

The Beacon Environmental reporting concluded that additional severed lots would not adversely impact the Type 1 Fish Habitat and recommended procedures to further mitigate any impact from future construction or development. The retained and severed lots are conforming to Section 12.01.1.1 and maintain "a minimum of 15 metres of non-Type 1 Fish Habitat". Both the proposed lot and the retained lot will have 15m or more of shoreline free of type 1 Fish Habitat. (See Fish Habitat Sketch Figure 4)

**FIGURE 4. EXISTING FISH HABITAT JUNE 2016**



Section 13 provides policy direction for Waterfront development, including ensuring the protection of natural heritage values, preserving the character of the waterfront communities, and preventing negative impacts on water quality. Further to the general Waterfront polices, specific to Gooseneck Lake is Section 17.02 where:

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

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

*17.02.3 A large portion of the shoreline of Gooseneck Lake has been identified as Type 1 fish Habitat. Any development proposed along the shoreline will need to comply with the fish habitat protection policies of this Plan. Municipality of Whitestone – Official Plan Page 41 Consolidated June 2, 2016*

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

The Assessments undertaken by Beacon Environmental and MNAL confirm that provided mitigation measures are implemented, the proposal would not adversely impact the natural heritage features of the property nor impact the water quality of Gooseneck Lake. The proposal is in keeping with the lake specific policies established for Gooseneck Lake, including the usage of the established mainland access point to service existing lots along the lake and having the capacity to service this one additional lot. The application would also be in keeping with the existing character of the lake consisting of low-density waterfront residential development, and in fact would be at a lower density than much of the existing development on the lake.

Overall, it would be our professional planning opinion that the proposal would be in conformity with the Official Plan for the Municipality of Whitestone, including the lake specific (e.g. access) policies for Gooseneck Lake.

### **Municipality of Whitestone Zoning By-Law No. 07-2018, February 20, 2018**

The subject property with respect to Zoning By-Law No. 07-2018 is zoned Waterfront Residential 1 (WF1) with Limited Services (LS) and the proposed consent of severance would comply with permitted uses under section 7 and would comply with minimum Zone Standards as previously mentioned. Figure 5 below illustrates the Municipality of Whitestone's minimum provisions. The proposed lot would have 145m of frontage and an area of 1.15 Ha. The Zoning By-Laws defines Limited Services as:

*The Limited Services "LS" symbol attached to any WF, RU, RUI and RR zoned lands means that the lands do not have direct frontage or access to a publicly maintained, year round road. The "LS" zoning symbol indicates that the provision of full municipal road services and access to the affected property by emergency vehicles may not be available.*

**FIGURE 5. ZONING BY-LAW NO. 07-2018**

**7.02 Zone Standards**

Any building or structure permitted under Section 7.01 shall comply with the following provisions except as otherwise provided for in Section 3, General Provisions.

a)	Minimum <i>Lot Frontage</i>	WF1 - 90 metres WF2 - 100 metres WF3 - 150 metres
b)	Minimum <i>Lot Area</i>	0.6 hectares
c)	Minimum <i>Lot Depth</i>	60 metres
d)	Minimum <i>Front Yard</i>	15 metres
e)	Minimum <i>Interior Side Yard</i>	5 metres
f)	Minimum <i>Exterior Side Yard</i>	6 metres
g)	Minimum <i>Rear Yard</i>	9 metres
h)	Minimum <i>Building Area – Ground Floor</i>	60 square metres
i)	Maximum <i>Building Height</i>	10 metres
j)	Accessory <i>Building – Yard</i>	3 metres
k)	Accessory <i>Building – Height</i>	5 metres
l)	Maximum <i>Lot Coverage by building in percent</i>	10% Regardless of the lot size, each parcel eligible for building is allowed up to 300 square metres of lot coverage subject to complying with the side, front and rear yard requirements.**  ** as per Resolution No. 2019-368

**CONCLUSION**

In our professional opinion, the proposed Consent (Severance) Application is consistent with the 2020 Provincial Policy Statements, the Growth Plan for Northern Ontario, conforms to Municipal Official Plan and will comply with the applicable zoning standards and represents good planning.

Yours truly,

**PLANSCAPE INC.**



Stefan Szczerbak, M.Sc, MCIP, RPP  
 Partner



Ryan Lloyd, B.E.S.  
 Planner

# Memorandum

**To:** Scott Nash

**cc:** Stefan Szczerbak, Planscape

**From:** Jamie Nairn, Beacon Environmental Limited

**Date:** September 8, 2023

**Ref.:** 215095

**Re: Project Update Memo for Additional Severance**

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Location: 1170 WA Gooseneck Lake.

Beacon Environmental Ltd. (Beacon) understands that you wish to sever one additional lot from your property on Gooseneck lake, as shown in the Severance Sketch (dated May 4, 2023, provided to Beacon from Planscape. The proposed severed lot (hereafter referred to as the “subject property”) is legally described as within Concession 2, Part Lot 4, in the Geographic Township of Burton, in Parts 1 and 5 of Plan 42R-21217 (**Figure 1**).

Beacon was retained in 2015 to conduct a Fish Habitat Assessment (FHA) of the shoreline of the original lot (prior to recent severances), including the subject property. The June 2015 FHA report characterized fish habitat conditions for the entire nearshore environment, including the subject property. The 2015 FHA report provided up to date site specific information regarding the classification of fish habitat throughout the entire nearshore. Reaches of Type 1 and Type 2 fish habitat were identified with a total of 10 reaches of Type 2 habitat fronting the previously existing larger lot. Beacon understands that the subject property is proposed to be 1.15 ha with a frontage of 145.6 m. Following review of our 2015 FHA, there is a shoreline area >25 m of Type 2 habitat that is in excess of the 15 m wide requirement within the Official Plan.

Beacon was retained in 2016 to complete an Environmental Screening Desktop Review (ESDR) related to the original lot (prior to any severances). The purpose of the ESDR was to provide an understanding of the natural heritage features and potential presence of Species at Risk (SAR) and their habitats within the original lot (prior to recent severances) and including the subject property. The ESDR took into consideration information gathered for the FHA assessment in 2015. The 2016 ESDR concluded that although a few features exist on the subject property, appropriate conditions existed to permit development and lot creation on the subject property, contingent upon local Official Plan and zoning policies, as well as ESA requirements during possible future development.



Beacon completed an Environmental Screening Review (ESR) for the severance of the three (3) lots in the northern portion of the original lot (prior to any severances). For the ESR Beacon reviewed previously taken photographs (2015 FHA) of the original lot (prior to any severances), and attended the site on May 9<sup>th</sup>, 2018 to review and investigate potential SAR habitat features that could be present within and adjacent to the 3 lots. In the Analysis and Recommendations section of the ESR, Beacon provided the following:

*The existing forested community and topography on the subject property are highly typical of the forested community in the Parry Sound region and typical of the lands within the Municipality of Whitestone.*

*There are no Areas of Natural or Scientific Interest (ANSI) found on or within 120 m of the subject property (Land Information Ontario web files 2018). The MNR has not identified Significant Wildlife Habitat (e.g., Deer Winter Yard) on or within 120 m of the subject property. The MNR NHIC has identified 2 species within a radius of 1 km from the subject property that are listed as Massasauga Rattlesnake (*Sistrurus catenatus*) last identified in 2003 and a Restricted species identified in 1958. Correspondence with the MNR indicates that records of Massasauga Rattlesnakes, Blanding's Turtles, Common Five-lined Skinks, Eastern Hog-nosed Snakes, Barn Swallow, Wood Thrush and Eastern Wood-Pewee exist for the larger geographical area, with none being reported on the subject property itself.*

Additionally, in the Conclusion section Beacon provided the following:

*The act of severing the lots would not give rise to any impacts. Mitigation associated with potential future development should include the avoidance of the species and microhabitat features, and by timing any future construction activities outside of the active period for particular species as described in Appendix B. This information is a key component to the feasibility of the potential future development within the severed lots and for compliance under the Endangered Species Act.*

The FHA along with the ESDR were completed in order to provide information on the original lot (prior to any severances) for the purposes of closing up the Shore Road Allowance and for possible future development and lot creations.



We would consider the FHS, ESDR and ESR to be current for the purpose of the Consent Application that has been submitted for one additional lot with the following additional mitigation related to SAR bat species:

- Based on previous guidance from the Ministry of Environment, Conservation and Parks (MECP), to avoid contravention of the *Endangered Species Act*, all tree removal must occur during the period of October 31 to April 1 when these species are potentially hibernating, unless a bat habitat (snag) survey is completed, and it is determined that none of the trees to be cut would be considered potential bat roosting habitat.



Gooseneck Lake

**Legend**

-  Retained Lot
-  Severed Lot (Subject Property)

**Subject Property Location**

**Figure 1**

Scott Nash

WPSGN Air Photography

UTM Zone 17 N, NAD 83



0 25 50 100 Meters



1:3,000



Project 215095  
September 2023



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:** September 19, 2023  
**Re:** Strategic Plan Update, 2023

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### Background

Council recently updated and refreshed the Municipality of Whitestone Strategic Plan through a series of meetings held in 2023.

The Strategic Plan, along with the proposed Strategic Action Plans (based on the latest comments and input from Council on June 6, 2023), was posted on the Municipal Website along with notifications on social media and newsletters, seeking public input.

The public comment period ended August 31, 2023. Two comments were received (see Attachment A)

### Next Steps

The Strategic Plan and Actions Plan can be endorsed and approved by Council subject to any additional refinements.

### ATTACHMENT A:

Comments received from the Public

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# ATTACHMENT A

## COMMENTS – 2023 STRATEGIC PLAN AND ACTION PLANS

From: Anne Wright  
To: [info@whitestone.ca](mailto:info@whitestone.ca)  
Subject: STRATEGIC PLAN

Good Morning,

I read the strategic plan. I would like detailed information about the direction the municipality is taking on rental properties. I have read the bylaw and wonder how it is currently enforced, what is the timeline/plan for updates, and how will there be community input. I would suggest a more detailed plan be included for residents to review prior. Below is a link to an article from over a year ago where Mayor Comrie stated change and community input was imminent. Has this occurred? I sent a letter to council and 4 emails in the past few weeks about properties on our private road being being rented with approval from the municipality. I have not heard back from anyone regarding my questions, correspondence, or concerns.

As emails and a letter read at a council meeting do not elicit a response, would I be advised to attend council meetings? (I tried in June but the Zoom link did not allow audio.) May I have a phone conversation with a councilor who has information about this?

[https://www.parrysound.com/news/whitestone-council-defines-short-term-rentals-in-first-step-to-enable-better-enforcement/article\\_add5e8ee-1c02-51f4-845b-7a3816a34440.html](https://www.parrysound.com/news/whitestone-council-defines-short-term-rentals-in-first-step-to-enable-better-enforcement/article_add5e8ee-1c02-51f4-845b-7a3816a34440.html)

Thank you,  
Anne Wright

---

**From:** Sandra Bray  
**Sent:** August 7, 2023 8:13 PM  
**To:** [info@whitestone.ca](mailto:info@whitestone.ca)  
**Subject:** Strategic Plan

Greetings All,

would recommend an eco-lens policy statement be put in the Strategic Plan to ensure an eco-lens for future Council decisions and staff recommendations on development and procurement. The GBB should have suggestions for this.

Cheers, Sandra

Sandra Bray

Woolwich Climate Action  
ClimateActionWR  
GreenWR  
Climate Reality Leader  
Assuring Protection for Tomorrow's Environment (APT Environment)  
Co-founder, 1989  
Board Member, current  
Woolwich CleanTech Tour/Directory, Developer  
GREN, Member



***“A Perfect Place to Live, Work, and Play”***



***Municipality of Whitestone***

# **Strategic Plan**

***June 2023 update***

## To the Whitestone Community.....

It has become the practice of Whitestone Council to begin each new term by updating our Strategic Plan, which provides a framework for municipal plans, decisions, and priorities. This spring, we set aside three special public meetings to review the plan's guiding principles, objectives, and key action items, as well as progress to date on achieving the elements in the previous version of the plan. We are now ready to circulate a revised draft to the community for your review and comment. So please take a moment to read it and provide your feedback.

This document is the product of our collective efforts. The vision, mission, and core values for our Municipality remain essentially the same, but some of the high-level objectives have been updated to reflect work completed during the last term of Council, as well as new priorities. More changes have taken place in the detailed action items at the lower levels of the plan, which are not included here, but are being tracked and monitored by Council and staff.

Watch for progress reports on implementation of the plan in our Newsletters and on the Municipality's website and social media. The Strategic Plan is intended to be a living document, and as such will continue to be updated as changing circumstances and priorities dictate. Your comments and suggestions are always welcome. Please direct them to our CAO / Clerk Michelle Hendry or to any member of Council.

Thank you for your important contributions to the Municipality of Whitestone's strategic planning process. Council appreciates the efforts of the many groups and individuals who work to make Whitestone a better place for all of us to live, work, and play.

Sincerely,



Mayor George Comrie

June 2023

## **Vision**

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

- ***The services the community needs are delivered efficiently and effectively.***
- ***The Municipality’s unique character, beauty, and quality of life are preserved and enhanced.***
- ***The Municipality’s resources are managed prudently for the benefit of present and future generations.***
- ***The Municipality commits to responsible and sustainable development.***

## **Mission**

***Our mission is to achieve and maintain a municipality that is sound financially, supportive of appropriate opportunities, protective of the natural environment, and that preserves the unique heritage of the area.***

***We challenge ourselves to diversify and create a more vibrant local economy through collaborative partnerships with existing businesses, service groups, and adjacent municipalities, as well as through proactive efforts to attract new businesses, services and investments.***

***We will create and support initiatives to include all residents and visitors, in contributing to the betterment of the community.***

## **Core Values**

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

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

## **Strategic Objectives**

### **1. Communication**

***To review and improve the Municipality’s communication with all stakeholders in the community with a view to openness and transparency***

### **2. Fiscal Responsibility and Accountability**

***To be financially responsible and accountable in delivering municipal services efficiently and cost effectively within the community’s economic framework***

### **3. Management Systems**

***To develop management systems that support the goals and objectives of Council and staff***

### **4. Environmental Stewardship**

***To preserve and enhance the natural environment of our community with its small population and its rural, and waterfront character, and to improve the quality of life for present and future generations***

### **5. Maintenance of our Infrastructure**

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

### **6. Economic Development**

***To investigate opportunities for economic development consistent with the character of the community and the Official Plan, in collaboration with businesses in the Community and the West Parry Sound region.***

### **7. Building Community**

***To encourage and enhance community involvement, pride, and spirit in the Municipality, including its visual image.***

### **8. Land Use Planning**

***To support and maintain land use planning decisions that align with the rural character and economic potential of the Municipality.***



# Action Plan Priorities to Achieve Strategic Objectives

## 1. Communication

### 1.1 Review and renew communication policy

The Municipality has in place various policies governing communication: what is to be communicated, when, how, and by whom. These policies will be reviewed and amended where appropriate to reflect Council’s priority for effective communication and the needs of our various stakeholders, and to take advantage of modern communication technologies.

### 1.2 Improve two-way communication with ratepayers

The Municipality’s most important stakeholder group is its ratepayers. Council has expressed its desire to enhance its communication with ratepayers, in both directions; i.e., to provide them with better information on the issues facing the municipality and how Council and Municipal staff are addressing them, and to provide them with opportunities to provide input and feedback.

The Municipality is committed to continuing to modernize and update the Municipal website and social media, allowing for easy access to Municipal news, events and services. In addition, we are committed to ensuring that the audio/video and recording options for Council meetings are enhanced.

### 1.3 Review and update the communication strategy

The Municipality has committed to updating and implementing the comprehensive communication strategy and the communication planning framework. Various communication media will be considered as vehicles for delivering key messages and for obtaining ratepayer input and feedback.



### 1.4 Continue to enhance internal communication

Special emphasis will be placed on communication with and between Municipal staff. Council believes it is important that all staff understand Municipal goals, priorities and directions, and how they can contribute to advancing them. Enhancing internal communication will contribute positively to workplace harmony, collaboration, and employee satisfaction.

## **2. Fiscal Responsibility and Accountability**

### **2.1 Maintain an open and transparent budgeting process**

The Municipality will continue to enhance our fiscal planning and budgeting process, taking into consideration:

- Inflation and interest rates, increases in cost of living and of key commodities
- Changes to external levies, grants, costing models, and regulations.
- Staffing requirements and results of collective bargaining
- Requirements for asset management and new initiatives
- Procurement Policies



### **2.2 Complete implementation of the asset management plan**

The Municipality will have in place a comprehensive inventory of Municipal assets. Municipal budgets will include reasonable reserves for major capital expenditures required to replace and renew key municipal assets, as well as for contingencies. Such expenditures may to be financed through effective borrowing. Reserves will be used to cushion tax increases.

The Municipality is committed to ensuring equal access and participation for seniors and people with disabilities, in accordance with the commitments outlined in the Municipal Accessibility Plan. When constructing new or redeveloping existing public spaces and assets, the Municipality will adhere to the applicable requirements under the Design of Public Spaces, AODA requirements.

### **2.3 Collaborate with neighbouring municipalities and external agencies**

Opportunities may exist for sharing procurement and/or services with neighbouring municipalities and other agencies in the District of Parry Sound. The Municipality will explore such opportunities as a means of obtaining efficiencies and controlling costs.

### **2.4 Engage in responsible collective bargaining**

The Municipality will engage in responsible collective bargaining with a view to balancing the need for fiscal responsibility and accountability to ratepayers, with the need to maintain a productive workforce and good labour relations.

### **2.5 Capitalize on external sources of funding / grants**

The Municipality will attempt to take advantage of all available sources of external funding for contingencies, major capital projects, and community enhancements.

### **3. Management Systems**

#### **3.1 Clarify roles and responsibilities**

With a small staff and tight budgets, the Municipality must place a high priority on effective organization and staffing. The Municipality will continue to take steps to clarify staff roles, responsibilities, and authorities, and to ensure that all staff are trained and equipped to perform their duties.



#### **3.2 Enhance performance appraisals**

Performance appraisals, evaluations and mentoring of staff will be undertaken to ensure staff are measured against key objectives for their positions. This will provide meaningful feedback and identify strengths as well as development opportunities.

#### **3.3 Measure results against objectives**

As part of this strategic plan, the Municipality will continue to define specific performance objectives with associated timelines and costs and, measure achievement of those objectives on an ongoing basis. This management discipline will ensure that efforts are focused on the most important outcomes and will enable resources to be adjusted as required to maximize their achievement.

#### **3.4 Plan for management development and succession**

The Municipality’s staffing needs will be reviewed on a regular basis with a view to identifying potential skills gaps and opportunities for staff development and succession.

#### **3.5 Manage Council’s business more effectively**

The Municipality will review its operations and procedures to identify opportunities to make Council meetings more productive.

#### **3.6 Review policies, procedures, and processes**

The Municipality will review established policies, By-laws, procedures, and processes to bring them up-to-date and to ensure their consistency with this Strategic Plan, the Whitestone Official plan and best municipal practices.

#### **3.7 Protect and secure Municipal data and information**

The Municipality will make every effort to protect municipal data and information systems and, ensure the appropriate, current protocols, software and hardware are in place to provide cyber security and safeguard the Municipality.

## **4. Environmental Stewardship**

### **4.1 Outreach to the community**

The Municipality will continue to communicate and collaborate with community groups and associations that exist within the bounds of the Municipality as well as members of the public, as a means of focusing our collective efforts on environmental stewardship.

### **4.2 Enhance lake and watershed planning and management**

The Municipality will participate in and encourage lake planning and management efforts at the watershed level to ensure that the interests of our lakes and their residents / users are recognized appropriately in regional planning and operations, including the minimization and mitigation of spring flooding.



### **4.3 Monitor and promote water quality**

The Municipality will continue to support programs to maintain and enhance water quality in the lakes, rivers, and aquifers within its bounds.

### **4.4 Educate and commit to recycling and hazardous waste management**

The Municipality is committed to responsible waste management practices by encouraging recycling and a 'REDUCE - REUSE - RECYCLE' approach. We will continue to educate the Community and promote the mandatory initiatives that divert materials away from the landfill sites.

### **4.5 Plan for the future of landfill sites**

The Municipality's two landfill sites (on York Street and Auld's Road) have limited and diminishing capacity for long term future use. Given the lengthy and difficult approval processes associated with expanding such facilities, it is important to plan for Whitestone's future waste management needs well in advance of their reaching capacity.

The Municipality will prioritize the development of future options and strategies for either extending the life of the landfill sites or other operating models such as transfer stations.

### **4.6 Enhance forest fire protection**

Large forested areas that are difficult for firefighters to access, together with increased variability in weather, make Whitestone increasingly vulnerable to forest fires. The Municipality will consider ways to increase protection of its residents and recreation areas from fire through enhanced permitting, surveillance, and cooperation with the Ministry of Natural Resources and Forestry.

## ***“A Perfect Place to Live, Work, and Play”***

### **4.7 Improve energy efficiency**

In 2021, the Municipality committed to becoming a member of ICECAP (Integrated Community Energy and Climate Action Plans). ICECAP is a partnership between the Municipalities and First Nations located in and around the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions for the operations of each corporate stakeholder, for each participating community and for the broader region.

The objectives of ICECAP are:

1. Encourage the reduction of greenhouse gas emissions
2. Improve energy efficiency
3. Reduce the use of fossil fuels
4. Adapt to a changing climate by building greater resilience

### **4.8 Address climate change resiliency**

To prepare the community for extreme weather events and climate change mitigation, the Municipality will consider and develop adaptation solutions and implement actions to respond to current and future climate change impacts.

## **5. Maintenance of our Infrastructure**

### **5.1 Annually review and maintain a 5-year road and bridge plan**

In order to plan and budget for capital works, and to focus opportunities for provincial and federal funding, the Municipality must have an up-to-date Asset Management Plan that prioritizes road and bridge management infrastructure improvements beyond routine annual maintenance. In addition, all municipal roads are assessed annually as to their condition and need for improvements, and the 5-year road plan will be updated accordingly in concert with recommendations of the Asset Management Plan and the biennial Bridge assessment Plan as required by legislation.



### **5.2 Support the private road grant protocol**

The Municipality will continue to support the private / unassumed Road Grant Protocol that assists users of shared private and unassumed roads with a portion of their costs of maintaining those roads privately.

### **5.3 Improve information and regulatory signage**

The Municipality intends to identify and respond to opportunities to improve signage within the Municipality for the benefit of visitors to the community and for public safety.

### **5.4 Develop a Public Land Strategy**

The Municipality will develop a strategy for the use of existing Municipal properties and potentially available public lands that may be used to further some of the objectives in this strategic plan. We will also assess the potential for the disposal of surplus land currently owned by the Municipality.

### **5.5 Public access points and open spaces**

The Municipality will review, develop policies and invest in Municipal access points (boat launches/ landings, parklands and trail systems).

## **6. Economic Development**

### **6.1 Identify opportunities for and obstacles to economic activity**

The Municipality will work with the community partners Community Investment in Northern Ontario (CIINO), and the West Parry Sound Economic Development Collaborative to identify and address opportunities to enhance Whitestone’s existing businesses and to develop new ones. We will also support and promote opportunities for improved broadband service in the Municipality.

### **6.2 Encourage home-based businesses**

The Municipality will consider means of attracting new businesses that do not need to be located in major centres and that do not require extensive physical facilities, such as those that can be home-based, and those that provide services to seniors.

### **6.3 Attract tourism through events**

In collaboration with local businesses and associations, the Municipality will seek opportunities to promote tourism through special events.

### **6.4 Collaborate with existing businesses and support new businesses**

The Municipality will seek strategies that assist existing businesses to grow and prosper.

### **6.5 Consider shared economic development resources**

The Municipality will consider partnering with neighbouring municipalities to share economic development resources.

### **6.6 Promote our commercial tax rate**

The Municipality will promote its favourable commercial tax rate, which is the same as its residential tax rate.

## 7. Building Community



### 7.1 Promote community assets

Some of the Municipality’s assets and facilities are not well known and may be underutilized. The Municipality will promote these assets and their use to both residents and visitors. This includes the Dunchurch Community Centre, the Dundome Pavilion, the Whitestone Public Library and Technology Centre, the Whitestone Waterfront Park, numerous boat launch locations, our wonderful walking trails (Nesbitt and Whitestone), as well as vast areas of Crown land and lakes.

### 7.2 Support the future of Whitestone Lake Public School

The existence of a public elementary school in the Municipality is a significant factor in making Whitestone a place where families with young children will choose to live, and in preserving the character of the community for the future. Council will use its influence to support the continued existence of the school and the expansion of its programs and facilities.

The Municipality continues to manage the licensed After-School Program in support of families who need after school child care.

### 7.3 Encourage and enhance community involvement and diversity from all parts of the Community

The vitality of a community depends in large measure on the commitment and engagement of its ratepayers. The Municipality of Whitestone will seek opportunities to promote involvement in the community and its affairs on the part of all residents throughout the Community. This will be supported by a strong communications strategy and implementation plan.



We are committed to developing actions to improve inclusion, diversity, equity and access. As our community is becoming increasingly diverse, and so are the needs of our residents and visitors. We will incorporate this reality into how we engage, plan and deliver services, so that we can remain relevant, meaningful and effective.



## *“A Perfect Place to Live, Work, and Play”*

### **7.4 Support the Whitestone Public Library and Technology Centre**

The Whitestone Public Library and Technology Centre has become an important hub for advancing personal growth and recreational interests of the community.

The Library fosters lifelong learning, diverse and meaningful connections, and an environment where all can flourish and be inspired.

### **7.5 Investigate community improvement programs**

Throughout Canada, communities similar in size and character to Whitestone face the same challenges of maintaining their unique character, spirit and attractiveness. Opportunities exist to learn from and emulate the best community improvement practices of other communities. The Municipality will consider participating in community improvement programs that offer expertise and standardized approaches to community improvement.

### **7.6 Promote community cleanliness and pride**

Cleanliness and attractiveness are important contributors to residents' pride in their community and to its appeal to visitors. The Municipality will promote cleanliness and beautification of the community through measures such as Earth Day cleanup and promoting a 'leave no trace' philosophy. Pack it in, pack it out," is a guiding principal for reducing waste when using our parks, public beach, trails and boat launches.

### **7.7 Enhance recruitment and appreciation of volunteers**

The Municipality depends on its dedicated and enthusiastic volunteer base for many important community activities and services. We will implement measures to attract and retain volunteers, and will encourage their recognition and appreciation, both within the community and externally, as a means of building community and acknowledging their service and commitment.



### **7.8 Recognize milestones**

The Municipality will recognize and honour milestones both in the history of the community, and in the lives of its residents, as a means of building community.

### **7.9 Promote health and safety**

Health and safety are important factors in the quality of life for Whitestone residents. The Municipality will continue to support health and safety related services and programs within the Municipality such as the Volunteer Fire and Rescue Service, the Nurse Practitioner Led Clinic, and fitness programs.

## ***“A Perfect Place to Live, Work, and Play”***

### **7.10 Prepare for emergencies**

All municipalities in Ontario have an obligation to develop, implement and maintain an Emergency Management Program that includes plans, exercises and public awareness. We will continue to maintain an updated Emergency Management Plan and ensure emergency preparedness.

### **7.11 Promote and Support the Agricultural Community**

Find opportunities to seek input and to provide support to the Whitestone Agricultural Community

## 8.0 Land Use Planning

### 8.1 Update Official Plan and Zoning By-law

The Municipality will undertake a comprehensive review and update of the 2016 Official Plan and the 2018 Zoning By-law.

### 8.2 Planning services and process

The Municipality will consider how planning services are delivered and engage new consulting services to assist with the land use planning responsibilities of the Municipality.

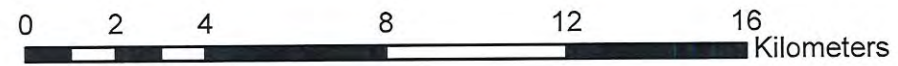
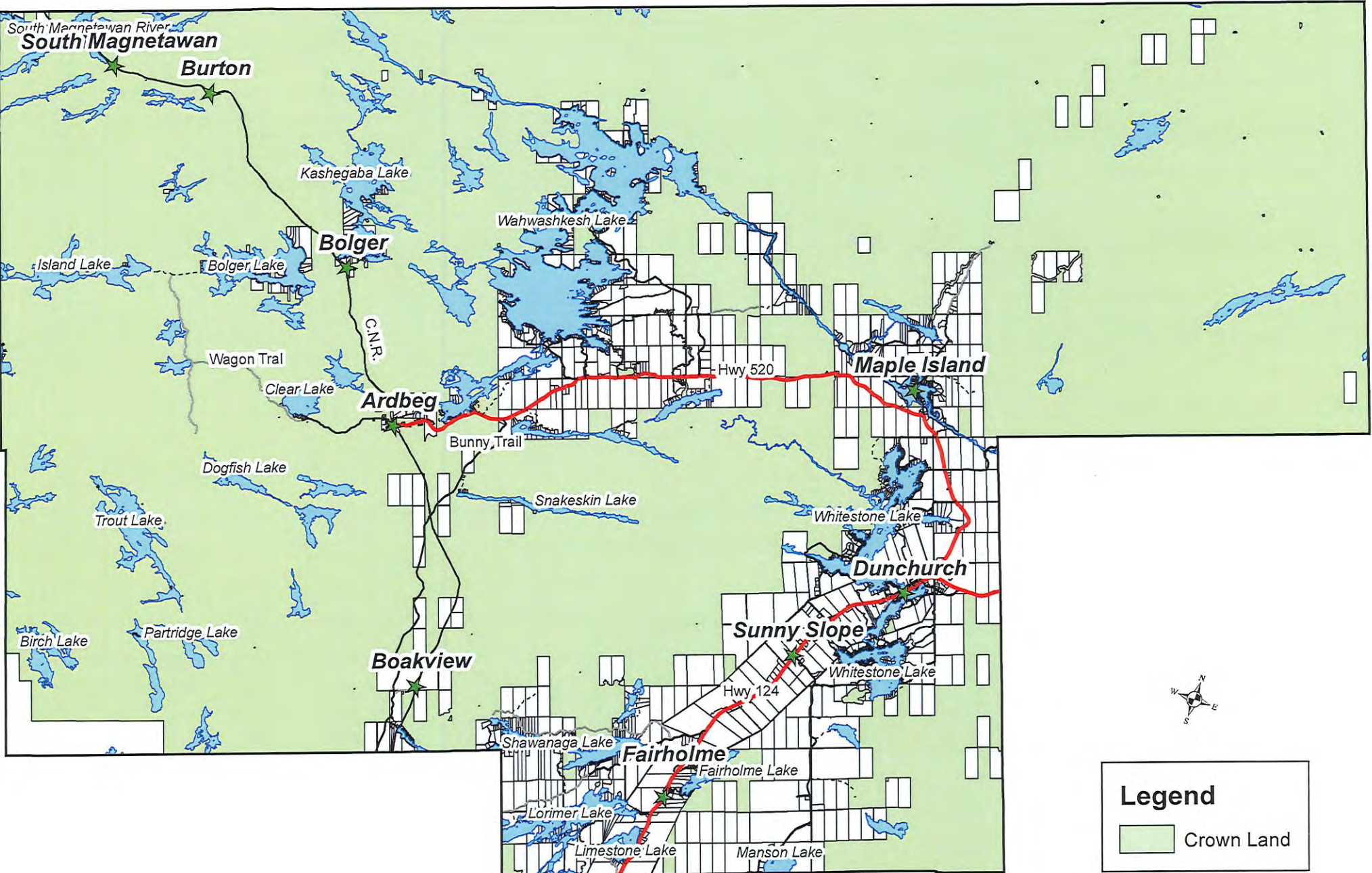
### 8.3 Attainable Housing

The Municipality will work with Regional partners and area municipalities to develop strategies and to support initiatives for attainable housing.

### 8.4 Lake Planning

With guidance from Professional Environmental Consultants, we will develop Lake Planning Strategies that will identify opportunities to protect the physical, environmental and social values of our lakes and river systems.





## Whitestone Strategic Action Plans - High Level Objective #1: Communication

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
1.1	Review and renew communication policy	1.1.1 A communication Policy was approved by Council in May 2016; this Policy should be revisited and consideration given to updating and modernizing	*	Communication Policy is outdated and needs to be re-written	TBD	Staff / Council	Improved and modernized policy
1.2	Improve two-way communication with ratepayers	1.2.1 The four year contract with the website provider allowed for an update to the website in year three of the contract (2023) . Resources will be required for this effort	*	An opportunity to make improvements and enhancements to the Municipal website	2023	Staff / Communication Coordinator	Improved Website; user friendly and easy to navigate
		1.2.2 Continue with and enhance the Bi-weekly E-news letter - new content development. Responsibilities to be passed on to the new Communications Coordinator	ongoing		2023	Staff	More Ratepayers have information on Municipal Initiatives
		1.2.3 Continue to encourage residents to sign up for the e-news letter (currently 520 enrolled for newsletter)	ongoing		2023		More Ratepayers have information on Municipal Initiatives
		1.2.4 Website content and Social Media to be maintained and updated regularly	ongoing	Twitter and other Social Media platforms (as determined appropriate by the Communications Coordinator) to be maintained	2023	Staff / Communications Coordinator	Well maintained and up to date website and Social Media platforms
		1.2.5 Maintain quarterly hardcopy newsletter and continue to provide opportunities for residents to have the newsletter delivered electronically	*	Council direction as of February 2021 - maintain hard copy, mail out Newsletter until further	ongoing	Staff / Communications Coordinator	Continued interaction with the Community through the quarterly
		1.2.6 Consider ways residents can interact with Council through planned Townhall Meetings with specific topics of interest to the Community (examples: agriculture interests, local business interests, short term rentals, trailers, Official Plan and other items of general interest)	*	Unertake a Town hall meeting with the Aricultural Society and the Agricultural Community	2024	Staff/Council	Enhanced engagement with ratepayers
		1.2.7 Council Report Card	*	Undertake ratepayer surveyey	2025 /2026	Staff/Council	Enhanced engagement with ratepayers
		1.2.8 Consider improvements to the Audio/Video system in the Community Centre and the meeting recording options	ongoing	2023 and 2024 Budget item	2023/2024	Staff / Consultant	Improved audio/video and meeting recording opportunities
		1.2.9 Ensure robust agenda packages are provided to Council and the Public	ongoing		ongoing	Staff	Enhanced engagement with ratepayers

## Whitestone Strategic Action Plans - High Level Objective #1: Communication

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
1.3	<b>Review and Update the communication Strategy</b>	1.3.1 Review the Communications Strategy and consider updates as needed.		Review the January 2022 update as presented to Council and consider prioritizing unfinished initiatives	ongoing	Staff / Communications Coordinator	Improved and expanded communication options
1.4	<b>Enhance Internal Communications</b>	1.4.1 Continue improved communication with staff	ongoing	ongoing	ongoing	CAO/Clerk	Ongoing opportunities for staff to contribute and be provided with information

## Whitestone Strategic Action Plans - High Level Objective #2: Fiscal Responsibility and Accountability

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
2.1	Maintain an open and transparent budgeting process	2.1.1 Identify potential process improvements	ongoing	ongoing	ongoing	Treasurer	Process improvements; clarity in the budgeting process
		2.1.2 Prudent management of expenditures and borrowing in respect of inflation and interest rates, increases in cost of living and of key commodities	ongoing	ongoing	ongoing	Treasurer / Council	Limiting borrowing costs where possible
		2.1.3 Maintain the Municipality's relatively low tax rate in comparison to surrounding municipalities	ongoing	ongoing	ongoing	Treasurer / Council	A relatively low tax rate
		2.1.4 Continue quarterly variance reporting for Q2, Q3 and Q4	ongoing	ongoing	ongoing	Treasurer	Reports submitted to Council within 2 meeting cycles of the end of the quarter
		2.1.5 Strengthen reserves for contingencies and major capital expenditures	ongoing	ongoing	ongoing	Council / Treasurer	Adequate reserves on an ongoing basis
		2.1.6 Review and update Procurement Policy	*	Note - this is captured as well in Management Systems - item 3.6.1	TBD	Treasurer	Updated Procurement Policy
2.2	Complete implementation of a robust Asset Management Plan (AMP)	2.2.1 Prepare to meet deadlines for the Municipal Asset Management Planning Regulation (O.Reg. 588/17) under the Infrastructure for of Jobs and Prosperity Act, 2015.	ongoing	Core assets and vehicles complete.	2023 and 2024	Treasurer / Public Works Manager	5. (1) Every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets on or before July 1, 2022, and in respect of all of its other municipal infrastructure assets on or before July 1, 2024. O. Reg. 193/21, s. 1.
		2.2.2 Ensure the Municipal Accessibility plan (November 2018) and AODA requirements are components of the AMP	ongoing	Review and update plans as needed	2023 / 2024		
		2.2.3 Ensure parks, public landings and docks are a component of the AMP	ongoing	Parks /public landings / docks to be assessed in 2023	2023 / 2024		
		2.2.4 Ensure the WahWahKesh Dam is a component of the AMP	ongoing	Municipally owned dam on WahWahKesh Lake to be assessed in 2023	2023 / 2024		
2.3	Collaborate with neighbouring municipalities and external agencies	2.3.1 Consider opportunities for shared procurement and/or services	ongoing	Ongoing cooperation and discussion on various issues (Broadband , Waste Management etc.) Participation in Regional purchasing group. Member of LAS Municipal purchasing group	ongoing	CAO/Clerk and Public Works Manager	Controlling costs and ensuring efficiencies in the procurement process

## Whitestone Strategic Action Plans - High Level Objective #2: Fiscal Responsibility and Accountability

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
2.4	Engage in responsible collective bargaining	2.4.1 Collective Bargaining process	*	Collective Bargaining scheduled for 2023	ongoing	Management Bargaining Committee	Signing of agreement
2.5	Capitalize on external sources of funding / grants	2.5.1 Respond to all available grant opportunities	ongoing	Grant opportunities are maximized as they become available	ongoing	CAO / Treasurer/ Manager of Public Works/ Deputy Clerk	Success with grant proposals; additional funding for Municipal projects



### Whitestone Strategic Action Plans - High Level Objective #3: Management Systems

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
3.1	Clarify roles and responsibilities	3.1.1 Update Org chart; ensure roles and responsibilities are clearly defined.	to be reviewed in 2023		Q3 2023	CAO/Clerk	Org Chart reflects Council approved staffing complement
3.2	Enhance performance appraisals		ongoing	ongoing	ongoing	Department Heads	Regular (minimum annual) performance reviews completed for all employees
3.3	Measure results against objectives	3.3.1 Council to define specific performance objectives with associated timelines and costs.	ongoing		ongoing	CAO/Clerk and Council	Goals and Objectives met
3.4	Plan for management development and succession	3.4.1 Consider options for Succession Planning for several staff and consultant roles	to be reviewed in 2023		ongoing	CAO / Clerk and Council	Well trained staff compliment
3.5	Manage Council's business more effectively	3.5.1 Review Council Procedure By-Law and recommend changes	*	2023 Initiative (also noted below)		Staff / Council	Council approval of revised By-law 2023
		3.5.2 Reduce paper burden for Council meetings. Budget for Council electronics options for Council	*	2023 Council approved electronic device allowance - Members of Council to utilize laptop at Council meetings for access to Zoom and to eliminate paper agendas		2023 Budget item	Reduced paper usage and printing
3.6	Review policies, procedures, and processes	3.6.1 Consider a list of the policies the Municipality currently has in place and prioritize those that need review and updating	priorities to be reviewed	<i>Policies / Bylaws for review and possible update:</i>		Timing and methodology to be determined	Policies continue to be updated and revised as needed
				Procedural By-law	2023		
				Short Term Rental By-law	2023		
				Road Grant By-law	TBD		
				Communications Policy	TBD		
				Procurement Policy	TBD		
				Health and Safety Policy	2024		
				Trailer By-law	2023		
				Notice By-law	TBD		
				Parking By-law	2023		
				Fees and Charges By-law	Annual Review		
				Animal By-law	2023		
				Official Plan	2024/2025		
				Delegation of Authority By-law (to be developed)	TBD		
Video Surveillance Policy (to be developed)	TBD						
Network and Systems Technology Acceptable Use Policy (to be developed)	2023						

### Whitestone Strategic Action Plans - High Level Objective #3: Management Systems

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
3.7	<b>Protect and Secure Municipal Data and Information</b>	3.7.1 Address Cyber Security and ensure the ongoing protection of Municipal Data and information	*	Report to Council Q4 2023	Q4 2023	IT Consultant	Continued security of municipal data and information -
		3.7.2 Ensure policies and procedures are in place to ensure the protection of Network Systems	*	An noted above in 3.6 - Policy to be in place Q4 2023	Q4 2023	Staff / IT Consultant	Continued security of municipal data and information -

## Whitestone Strategic Action Plans - High Level Objective #4: Environmental Stewardship

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
4.1	<b>Outreach to the Community</b>	The Municipality will continue to communicate and collaborate with community groups and associations that exist within the bounds of the Municipality as well as members of the public, as a means of focusing our collective efforts on environmental stewardship.	ongoing	Regularly provide information in respect of planning and other matters as it relates to Whitestone initiatives. New website provides updated and current contact information	ongoing	Staff / Council	Community Groups connected and informed
4.2	<b>Enhance lake and watershed planning and management</b>	4.2.1 Consider Lake Planning and Management studies	*	2023 Budget allowed for an expenditure of \$15,000	TBD	Environmental Stewardship Committee / Staff	Increased understanding of the health of the lakes in Whitestone
4.3	<b>Monitor and promote water quality</b>	4.3.1 Continue to support Benthic Monitoring in partnership with the Georgian Bay Biosphere.	ongoing	Benthic Monitoring to continue - budget for three lakes in 2023	ongoing	Georgian Bay Biosphere	Water quality testing on all lakes within Municipality; data shared
4.4	<b>Education and commitment to recycling and hazardous waste</b>	4.4.1 Encouraging recycling including a 'REDUCE - REUSE - RECYCLE' approach. Whitestone will continue to educate the Community and promote initiatives that divert materials away from the landfill sites	ongoing	Increase presence on social media; new signs at the landfill sites to be installed	ongoing	Staff	Increased diversion from landfill and environmental compliance
4.5	<b>Plan for the future of landfill sites</b>	4.5.1 Prioritize the development of future options and strategies for either extending the life of the landfill sites, other operating models such as transfer stations or closure. Environmental Consultants specializing in such matters will be contracted for this work.	A 2023 initiative	Consultant report on options budgeted for in 2023	Q4 2023	Staff / Consultants	Future options developed for the Landfills
4.6	<b>Enhance forest fire protection</b>	4.6.1 The Municipality will consider ways to increase protection of its residents and recreation areas from fire through enhanced permitting, surveillance, and cooperation with the Ministry of Natural Resources and Forestry.	ongoing	New open air, online permitting process in place as of April 1, 2022	ongoing	Fire Chief	On going coordination and cooperation with MNRF
4.7	<b>Energy efficiency</b>	4.7.1 The Municipality committed to maintaining membership of ICECAP (Integrated Community Energy and Climate Acton Plans)	ongoing	Milestone 1 complete 2022. Milestone 2 planned for 2023	Q4 2023	Municipal ICECAP representatives	Move towards energy efficiencies in the Municipality
4.8	<b>Address climate change resiliency</b>	4.7.1 The Municipality committed to maintaining membership of ICECAP (Integrated Community Energy and Climate Acton Plans)	*	Continue to work with ICECAP and adjacent Municipalities to discuss initiatives and solutions	TBD	Staff/ Council	Plan for climate change and address in future budgets
		4.8.2 The Municipality will work toward incorporating Climate Change strategies into Municipal Planning	*	Further discussion with the Municipal Planner required on this matter	TBD	Staff/ Council	Plan for climate change and address in future budgets

## Whitestone Strategic Action Plans - High Level Objective #5: Maintenance of our Infrastructure

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
5.1	Annually review and maintain a 5-year road and bridge plan		ongoing	Road Needs Study and asset Management plan continue to be a component of the annual budget process	ongoing	Public Works Manager	Roads and Bridges program reviewed and updated annually
5.2	Support private road grant protocol	5.2.1 Continue to support road grant protocol	ongoing	Road Grant program continues to be supported by Council. A review of the By-law to provide clarity of terms/conditions	Review of By-law priority TBD	Council / Treasurer	Continued use of the Road Grant program and Council support
5.3	Improve information and regulatory signs	5.3.1 Improve signage to benefit the visitors and ratepayers of the Community and for public safety	ongoing	An ongoing initiative of the Public Works Department	ngoing	Public Works Manager	Roads and bridge signage meet regulations; improved information signage
5.4	Develop a Public Land Strategy	5.4.1 Council will develop a strategy for the use of existing Municipal property. Will assess the disposal of surplus land.	*	Consider if there is surplus lands that could be disposed of.	TBD	Council	Strategic use of Municipal lands in support of the Community needs.
		5.4.2 Develop plans for the properties recently (2022 and 2023) purchased in Dunchurch	*	Consideration to be given to use and opportunities for lands purchased in Dunchurch 2022 and 2023	2024	Council	A plan to be developed and executed once a decion has been made
5.5	Public Access Points and Open Spaces	5.5.1 The Municipality will review, develop policies and invest in Municipal access points (boat launches/ landings, parklands and trail systems).	*	Continue to plan and budget for ongoing improvements.	ongoing	Council / Staff	Well developed and maintained public access points and open spaces
		5.5.2 Annual report from the Public Works Department on the status of the Boat Launches and Open Spaces	*	Continue to plan and budget for ongoing improvements.	ongoing	Manager of Public Works	Well developed and maintained public access points and open spaces

## Whitestone Strategic Action Plans - High Level Objective #6: Economic Development

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
6.1	<b>Identify opportunities for and obstacles to economic activity</b>	6.1.1 Work with West Parry Sound Economic Development Collaborative to identify and address opportunities to enhance Whitestone's existing businesses and to support new ones.	*	Ongoing	ongoing	Staff and EDO	Improved Economic Activity in Whitestone
		6.1.2 Expand broadband	ongoing	Broadband projects in progress with Cogeco and Bell	2023, 2024 and 2023	Cogeco and Bell	Improved broadband throughout a number of areas in Whitestone
6.2	<b>Encourage home-based and local businesses</b>	6.2.1 Consider options to support businesses that serve the seniors demographic	*		TBD	TBD	Successful home-based local businesses
6.3	<b>Attract tourism through events</b>	6.3.1. Seek opportunities to promote tourism through special events	*	Communications Coordinator to consider opportunities to promote events and activities	ongoing	Communications Coordinator	Metrics TBD
		6.3.2 Post the 'Whitestone YouTube Videos' on the website	done	Posted in the 'Explore Whitestone' section of the landing page of the website	Done	Communications Coordinator	Opportunity to promote Whitestone
6.4	<b>Collaborate with existing businesses and support new businesses</b>	6.4.1 Update current list of local businesses in the area.	ongoing	Website listing of local businesses continue to be updated.	ongoing	Communications Coordinator	Continued support of local business interests
		6.4.2 Survey Local Businesses to determine needs and supports required	*		TBD	TBD	Continued support of local business interests
		6.4.3 Create a 'sheet' to print out with a list of local businesses that can be shared with residents.	*	This could be part of the Welcome to Whitestone, new property owner package. To also be available at the Library and Municipal Office	2023	Communications Coordinator	Opportunity to help promote local business
		6.4.4 For new 'brick and mortar' businesses offer an 'ribbon cutting' ceremony by a member of Council, to welcome the business to the community	*	To be promoted on Social meeting and newsletters	to be ongoing	Council and Communications Coordinator	
6.5	<b>Consider shared economic development resources</b>	6.5.1 Work with neighbouring Municipalities to share economic development resources	ongoing	Ongoing involvement and support for the Economic Development Committee in West Parry Sound	ongoing	Staff / Council	Improved EcDev opportunities throughout West Parry Sound that will support Whitestone ratepayers
6.6	<b>Promote our commercial tax rate</b>		ongoing		ongoing	Staff / Council	Ability to attract and keep local business in Whitestone

## Whitestone Strategic Action Plans - High Level Objective #7: Building Community

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
7.1	Promote community assets		*	Include promotion of the Ardbeg Community Club	ongoing	Staff / Council / Communications Coordinator	TBD
7.2	Support future of Whitestone Lake Public School	7.2.1 Support continued existence of the school and the expansion of programs and facilities. Invite new School Trustee to the School	ongoing	The After School Program continues and is well received by the Community; Bottles and can revenue from the York Street Landfill site supports school activities and needs	ongoing	Council / Staff	Continued existence of the Whitestone Lake Pubic School
7.3	Encourage and support community involvement from all parts of the Community	7.3.1 Seek and promote Community engagement opportunities in the affairs of the Municipality	*	Hybrid meetings have created the opportunity for more involvement in Council meetings	ongoing	Staff / Council / Communications Coordinator	Active Committees (i.e. Recreation Committee); ongoing opportunities for the Community to have a voice
7.4	Support the Whitestone Public Library and Technology Centre	7.4.1 Council remains committed to the Public Library and the services/programs it offers	ongoing	Continued support for programing and coordination of activities with the Recreation Committee	ongoing	Council / Library Board	Continued success and increased use of Library services
7.5	Investigate community improvement programs	7.5.1 Consider Community improvement programs	ongoing	TBD	TBD	Council/Staff	Continuous, noticeable visual improvement in the Community
7.6	Promote Community cleanliness and pride	7.6.1 Promote beautification of the Community	*			Staff / Council	Metrics TBD
7.7	Enhance recruitment and appreciation of volunteers	7.7.1 Find a mechanism to recruit and retain volunteers	*	Continue to encourage involvement in Committees of Council	ongoing	Staff / Council / Communications Coordinator	An active and engaged Community of volunteers supporting Whitestone
		7.7.2 Continue to support Volunteer Appreciation Dinner	N/A	Annual Volunteer Appreciation Event	ongoing	Staff	Event successful

## Whitestone Strategic Action Plans - High Level Objective #7: Building Community

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
7.8	Recognize milestones	7.8.1 Recognize Historical milestones; Senior of the Year; Order of the Municipality of Whitestone	ongoing	Flash Back Friday posts weekly. Milestone certificates (birthday, anniversary etc.) provided when requested	ongoing	Staff	A focus on the history of the Whitestone and positive messaging on Facebook
7.9	Promote health and safety	7.9.1 Nurse Practitioner Led Clinic - continued support	ongoing	Completion of expansion of the NPLC in 2023	ongoing	Staff / Council / WPSHC	An expanded Nursing Station offering additional services
		7.9.2 Promote and advocate to the WPSHC for additional services and expanded hours	*	Further discussions with the WPSHC and the Nursing Station Committee required	TBD	Council	Expanded use of the Nursing Station facilities
		7.9.3 Staff Health and Safety	ongoing	Update policy in 2024	Manager of Public Works	Staff	A continuous safe working environment; No accidents or incidents
		7.9.4 Fitness programs	ongoing	Both the Recreation Committee and the Library organize, promote and support fitness programs	ongoing	Recreation Committee / Library and Staff	Continuation of Fitness programs; development of new opportunities

## Whitestone Strategic Action Plans - High Level Objective #8: Land Use Planning

ACTION #	DESCRIPTION	SUBTASK	PROGRESS	COMMENTS	Priority and Timeline	RESPONSIBLE	METRICS
8.1	<b>Update Official Plan and Zoning By-law</b>	8.1.1 Undertake a comprehensive review and update of the 2016 Official Plan and the 2018 Zoning By-law.	*	To commence Q4 2023	2024/2025	Consultant / Staff / Council	An updated OP and ZB that reflect the current and future needs of Whitestone
8.2	<b>Planning services and process</b>	8.2.1 The Municipality will consider how planning services are delivered and engage new consulting services	RFP in for Consulting services in progress	Contract award scheduled for late July or early August 2023	Q4 2023	Council / Staff	Consulting services secured
8.3	<b>Attainable Housing</b>	8.3.1 Work with Regional partners and area municipalities to develop strategies and to support initiatives for attainable housing.	*	Continue to strategize opportunities and work other municipalities as well as DSABB	TBD	TBD	Improved attainable housing opportunities
		8.3.2 Consider opportunities (including funding) that may be available for attainable housing in Whitestone	*		TBD	TBD	Improved attainable housing opportunities
		8.3.3 Consider updates to the Official Plan and Zoning By-law that will reduce barriers for attainable housing	*	In concert with the upcoming update to the Official Plan in concert with available legislation	2024		Improved attainable housing opportunities
8.4	<b>Lake Planning</b>	8.4.1 Develop Lake Planning Strategies that will identify the physical, environmental and social values of our lakes and river systems, and their planning implications	*	With guidance from Professional Environmental Consultants	TBD	Staff / Council	The development of a multi-year Lake Planning Strategy



# CONSENT AGENDA



**DRAFT Regular Council Meeting Minutes**  
**Tuesday, September 5, 2023, 4:00 p.m.**  
**Dunchurch Community Centre and Zoom Video Conferencing**

**Present:** Mayor George Comrie (in person)  
Councillor Janice Bray (in person)  
Councillor Joe Lamb (in person)  
Councillor Scott Nash (in person)  
Councillor Brian Woods (in person)

**Staff:** Michelle Hendry, CAO/Clerk (in person)  
Paula Macri, Planning Assistant (in person)

**Guests:** 1 - in person  
3 - via Zoom video or telephone

**1. Roll Call and Call to Order** 4:00 p.m.

**2. Disclosure of Pecuniary Interest**

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

Councillor Janice Bray and Mayor George Comrie declared pecuniary interest in regards to item 11.6 of the Agenda, Royal Canadian Legion Branch 394 letter in regards to a funding application for new windows.

**3. Approval of the Agenda**

**Resolution No. 2023-409**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

**WHEREAS** the Members of Council have been presented with an Agenda for the September 5, 2023 Regular Council meeting;

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

**Carried**

**4. Presentations and Delegations - None**

**Move into Committee of the Whole**

**Resolution No. 2023-410**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

**THAT** the Council of the Municipality of Whitestone move into Committee of the Whole at 4:05 pm.

**Carried**

**5. Committee of the Whole**

5.1 DRAFT Animal and Bird Control By-law

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

**Reconvene into Regular Meeting**

**Resolution No. 2023-411**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Scott Nash

**THAT** the Council of the Municipality of Whitestone reconvene into the Regular Meeting at 4:41 pm.

**Carried**

**Matters Arising from Committee of the Whole**

**Resolution No. 2023-412**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

5.1 DRAFT Animal and Bird Control By-law

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

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

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

**Carried**

**6. Public Meeting - None**

**7. Consent Agenda**

**Resolution No. 2023-413**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

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

- 7.1 Council and Committee Meeting Minutes
  - 7.1.1 Regular Council Meeting revised Minutes for Tuesday, June 6, 2023
  - 7.1.2 Regular Council Meeting Minutes for Tuesday, August 1, 2023
  - 7.1.3 Regular Closed Session Council Meeting Minutes for Thursday, August 3, 2023
  - 7.1.4 Special Council Meeting Minutes for Tuesday, August 8, 2023
  - 7.1.5 Special Council Meeting Minutes for Thursday August 24, 2023
  - 7.1.6 Environmental Stewardship Committee Minutes for Monday, June 12, 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 Council Meeting Minutes:

Regular Council Meeting *revised* Minutes for Tuesday, June 6, 2023  
Regular Council Meeting Minutes for Tuesday, August 1, 2023,  
Regular Closed Session Council Meeting Minutes for Thursday, August 3, 2023,  
Special Council Meeting Minutes for Tuesday, August 8, 2023,  
Special Council Meeting for Thursday August 24, 2023; and

**THAT** the Environmental Stewardship Committee Minutes for Monday, June 12, 2023 be received for information; and

**THAT** the Unfinished Business listing contained in the Consent Agenda dated September 5, 2023 be received for information.

**Carried**

## **8. Accounts Payable**

### **Resolution No. 2023-414**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

#### 8.1 Accounts Payable

**THAT** the Council of the Municipality of Whitestone receive for information the Accounts Payable listing in the amount of \$619,895.57 for the period ending August 29, 2023.

**Carried**

## **9. Staff Reports**

### **Resolution No. 2023-415**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Janice Bray

- 9.1 Report PW-2023-12  
Boat Launch Improvements and Expenditures 2023

**THAT** the Council of the Municipality of Whitestone receives for information Report PW-2023-12 (Boat Launch Improvement and Expenditures 2023).

**AND** directs staff to work with MNRF to determine if a Land Use Permit is required to develop the Snakeskin Lake boat launch, and if so, to apply for one.

**Carried**

**Resolution No. 2023-416**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

- 9.2 Report ADMIN-2023-08  
Inventory of Assets, 2125 Highway 124, Dunchurch

**THAT** the Council the Municipality of Whitestone receives for information report ADMIN-2023-08 (Inventory of Assets, 2125 Highway 124, Dunchurch); and

**THAT** the Inventory of Assets located at 2125 Highway 124 be deemed surplus; and

**THAT** staff proceed to sell and dispose of the Surplus Assets, per the Municipality of Whitestone By-law No. 14-2017 being a By-law to provide Policies with Respect to the Procurement of Goods and Services, Section 32, Surplus Assets.

**Defeated**

**Resolution No. 2023-417**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

- 9.3 Report ADMIN-2023-09  
Multi-site Network Connectivity Assessment

**THAT** the Council the Municipality of Whitestone receives for information report ADMIN-2023-09 (Multi-site Network Connectively Assessment).

**Carried**

**10. By-laws**

**Resolution No. 2023-418**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Scott Nash

- 10.1 By-Law No. 57-2023, being a By-law to Close and Stop up that part of the original shore road allowance along the shores of WahWashKesh Lake, in front of Lot 35, Concession 7 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Part 2, Plan 42R-42R-22205 and to sell Part 2, Plan 42R-42R-22205- (CAMP MI-A-KON-DA)

**THAT** By-law No. 57-2023 being a By-law to Close and Stop up that part of the original shore road allowance along the shores of WahWashKesh Lake, in front of

Lot 35, Concession 7 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Part 2, Plan 42R-22205 and to sell Part 2, Plan 42R-22205 be Read a First and Second time this 5<sup>th</sup> day of September, 2023.

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 5th day of September, 2023 and numbered By-law 57-2023.

**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. 2023-419**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Janice Bray

10.2 By-Law No. 58-2023, being a By-law to Close and Stop up that part of the original shore road allowance along the shores of WahWashKesh Lake, in front of Lot 28, Concession 5 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Parts 6-11, Plan 42R-22220 and to sell Parts 6-11, Plan 42R-22220 (Burrell/Rice/Pottinger/Merritt)

**THAT** By-law No. 58-2023, being a By-law to Close and Stop up that part of the original shore road allowance along the shores of WahWashKesh Lake, in front of Lot 28, Concession 5 in the geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Parts 6-11, Plan 42R-22220 and to sell Parts 6-11, Plan 42R-22220 be Read a First and Second time this 5<sup>th</sup> day of September, 2023.

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 5th day of September, 2023 and numbered By-law 58-2023.

**Deferred**

**Clerks Note:** Further information was requested as it pertains to Section 9.08.2 and 9.08.3 of the Whitestone Official Plan in respect to the assumed high water mark and potential EP zones.

**Resolution No. 2023-420**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Joe Lamb

10.3 By-law No. 59-2023, being a By-law to enter into an Agreement to Develop and Deliver the Municipality of Whitestone After School Program

**THAT** By-law 59-2023, being a By-law to enter into an Agreement to Develop and Deliver the Municipality of Whitestone After School Program, be Read a First and Second time this 5<sup>th</sup> day of September, 2023.

**AND FURTHER** Read a Third time, Passed and properly Signed and Sealed this 5<sup>th</sup> day of September, 2023 and numbered By-law 59-2023.

**Carried**

## **11. Business Matters**

### **Resolution No. 2023-421**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Scott Nash

#### 11.1 Rail Safety Week 2023 Proclamation request

**WHEREAS** Rail Safety Week is to be held across Canada from September 18 to 24, 2023; and

**WHEREAS**, 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries; and

**WHEREAS**, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

**WHEREAS** Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness; and

**WHEREAS** CN has requested that the Council of the Municipality of Whitestone adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone supports national ***Rail Safety Week*** to be held from September 18 to 24, 2023.

**Carried**

### **Resolution No. 2023-422**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

#### 11.2 Memorandum – 2023 Capital Project: Lake Planning Initiatives (Proposed Water Testing)

**THAT** the Council the Municipality of Whitestone receives for information the Memorandum - 2023 Capital Project: Lake Planning Initiatives (Proposed Water Testing); and

**THAT** the 2023 project: Lake Planning Initiatives (Proposed Water Testing) be paused for 2023 until such time as a strategy can be developed to ensure clear direction and parameters are established for Lake Planning and Lake protection in Whitestone, including input from our to-be-awarded planning consultation.

**Carried**

### **Curfew**

**Resolution No. 2023-423**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Brian Woods

**WHEREAS** Section 9 of the Municipality of Whitestone Procedural By-law No. 40-2012 as amended, being a By-law to govern the proceedings of Council, its Committees and Boards of the Corporation of the Municipality of Whitestone states:

No item of business may be dealt with at a Council meeting after three and a half (3.5) hours of the meeting unless authorized by a resolution supported by two-thirds of the members to an additional one-half (1/2) hour.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone hereby continues the September 5, 2023 Regular Council Meeting past the allotted time of three and a half (3½) hours (4:00 p.m. to 7:30 p.m.) and continues for an additional one-half (1/2) hour.

**Carried**

**Resolution No. 2023-424**

**Moved by:** Councillor

**Seconded by:** Councillor

11.3 Municipal Planning Services: date selection for a Special Council meeting to meet with the short list of proponents

**THAT** the Council of the Municipality of Whitestone does hereby set the date for a Special Closed Session Council meeting to meet with the short list of proponents in regards to Municipal Planning Services Request for Proposal 2023-09 on:

**Tuesday, September 26<sup>th</sup>, 2023 at 4:00 p.m.** via Zoom only

**Clerks Note:** This motion was voted on and carried by a majority vote however there was no mover or seconder.

**Resolution No. 2023-425**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Joe Lamb



11.4 Procedural By-law review and update: date selection for a Special Council meeting

**THAT** the that the Council of the Municipality of Whitestone does hereby set the date for a Special Council meeting in regards to finalizing the Procedural By-law review and update on:

**Monday, September 25<sup>th</sup>, 2023 at 4:00 p.m.** via Zoom only

**Carried**

**Resolution No. 2023-426**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Brian Woods

11.5 District of Parry Sound Municipal Association - Fall Meeting on Friday, September 29, 2023

**THAT** the following members of Council and Staff be approved to attend the Fall Meeting of the District of Parry Sound Municipal Association to be held on Friday, September 29, 2023, hosted by the Municipality of Whitestone:

- Councillor, Janice Bray
- Councillor, Joe Lamb
- Councillor, Scott Nash
- Councillor, Brian Woods
- Mayor, George Comrie
- CAO-Clerk, Michelle Hendry

**Carried**

**Mayor George Comrie relinquished the chair to Deputy Mayor, Joe Lamb.**

**Resolution No. 2023-427**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Scott Nash

11.6 Royal Canadian Legion Branch 394 letter in regards to a funding application with respect to new windows

**THAT** the Council the Municipality of Whitestone receives for information the Royal Canadian Legion Branch 394 correspondence in regards to a funding application with respect to new windows; and

**THAT** that the Council of the Municipality of Whitestone requests that staff prepare a letter of support for the Royal Canadian Legion Branch 394 in regards to a funding application to Employment and Social Development Canada, New Horizons for Seniors Program.

**Carried**

**Mayor George Comrie reassumed the chair.**

## **12. Correspondence**

### **Resolution No. 2023-428**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

**WHEREAS** the Council of the Municipality of Whitestone has reviewed the Correspondence Items as listed on page 8 of the September 5, 2023 Council agenda;

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

F. John Jackson, Planner Memo dated August 4, 2023 regarding Origin of Flood elevation Policy – Whitestone

O. Ministry of Municipal Affairs and Housing letter regarding Building Faster Fund

**Carried**

**Clerks Note:** Council briefly discussed the correspondence items extracted; no action was requested.

## **13. Councillor Items**

### **Councillor Brian Woods**

- Noted the Fireworks evening on September 2, 2023 was a great event
- Noted that kids are back in school and we should all 'slow down'
- Thank you to staff for all their good work this summer. CAO/Clerk Hendry to share this with the Public Manager and Staff

### **Councillor Janice Bray**

- Advised that the Parry Sound OPP Detachment Commander has moved to a new position and the interim Detachment Commander is Shelley Van Erp

### **Councillor Lamb**

- Noted the 'speed sign' in Dunchurch on Highway 124 west bound is working and asked staff to consider a second sign for the 2024 budget

### **Councillor Scott Nash**

- Noted that he travelled to Bolger Landing today and made note of the number of shore dockers and docks on the shore road allowance adjacent to the Landing as well as numerous signs that he suggested needed to be removed

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

## **15. Confirming By-law**

**Resolution No. 2023-429**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Scott Nash

**THAT** By-law No. 60-2023 Being the Confirmatory By-law for the Regular Council meeting of Tuesday, September 5, 2023, be given a First, Second, Third and final reading and is passed as of this date.

**Carried**

**16. Adjournment**

**Resolution No. 2023-430**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

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

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:26 p.m. until the Regular Closed Session Council meeting of Thursday, September 7, 2023 at 4:00 p.m. or at the call of the chair.

**Carried**

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

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

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

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



**DRAFT Regular Closed Session Council Meeting Minutes**  
**Thursday, September 7, 2023, 4:00 p.m.**  
**Zoom Video Conferencing**

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

**Staff:** Michelle Hendry, CAO/Clerk  
Jamie Osborne, CBO (Item 4.1.1 only)

**Guest:** 0

**1. Roll Call and Call to Order** 4:24 p.m.

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

**3. Approval of the Agenda**

**Resolution No. 2023-431**  
**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. Closed Session

##### Resolution No. 2023-432

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Joe Lamb

##### Adjourn to Closed Session

**THAT** this meeting move into a Closed Session at 4:27 p.m.

- 4.1 Litigation or potential litigation, including matters before administrative tribunals affecting the Municipality or local board pursuant to Ontario Municipal Act, Section 239 (2) (e)
  - 4.1.1 Ongoing legal matter
- 4.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b)
  - 4.2.1 Personal Matter  
(Follow-up from previous Council decision)
  - 4.2.2 Personal Matter  
(Council matter)
  - 4.2.3 Personal Matter  
(Complaint from member of the public regarding adjacent property owner)
  - 4.2.4 Human Resources Matter
  - 4.2.5 Human Resources Matter
  - 4.2.6 Volunteer Application for Recreation Committee
  - 4.2.7 Volunteer Application for Environmental Stewardship Committee
- 4.3 Labour relations or employee negotiations pursuant to Ontario Municipal Act, Section 239 (2) (d)
  - 4.3.1 Collective Bargaining update  
(Update)
- 4.4 A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board pursuant to Ontario Municipal Act, Section 239(2)(k)

Items for discussion deferred from August 3, 2023

4.4.1 Bolger Landing negotiations regarding the use of the Shore Road Allowance

4.4.2 Bolger Landing Agreement with Magnatawan Pioneer Association

4.5 Closed Session Meeting Minutes for the Regular Closed Session meeting of August 3, 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**

**Curfew**

**Resolution No. 2023-433**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Brian Woods

**WHEREAS** Section 9 of the Municipality of Whitestone Procedural By-law No. 40-2012 as amended, being a By-law to govern the proceedings of Council, its Committees and Boards of the Corporation of the Municipality of Whitestone states:

No item of business may be dealt with at a Council meeting after three and a half (3.5) hours of the meeting unless authorized by a resolution supported by two-thirds of the members to an additional one-half (1/2) hour.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Whitestone hereby continues the September 7, 2023 Regular Closed Session Council Meeting past the allotted time of three and a half (3½) hours (4:00 p.m. to 7:30 p.m.) and continues 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**

**Reconvene into Regular Meeting**

**Resolution No. 2023-434**

**Moved by:** Councillor Scott Nash

**Seconded by:** Councillor Brian Woods

**THAT** this meeting be reconvened to a Regular Meeting at 8:14 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. 2023-435**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

4.2.6 Recreation Committee Volunteer Application

**THAT** the Council of the Municipality of Whitestone does hereby approve the following appointment to the Recreation Committee:

Patricia Xerri

**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. 2023-436**

**Moved by:** Councillor Joe Lamb

**Seconded by:** Councillor Brian Woods

4.5 Closed Session Meeting Minutes for the Regular Council meeting of August 3, 2023

**THAT** the Council of the Municipality of Whitestone does hereby approve the Closed Session Meeting Minutes for the Regular Council meeting of August 3, 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**

**5. Confirming By-law**

**Resolution No. 2023-437**

**Moved by:** Councillor Janice Bray

**Seconded by:** Councillor Joe Lamb

**THAT** By-law 61-2023 Being the Confirmatory By-law for the Council meeting of Thursday, September 7, 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**

**6. Adjournment**

**Resolution No. 2023-438**

**Moved by:** Councillor Brian Woods

**Seconded by:** Councillor Janice Bray

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

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:18 p.m. until the Regular Council meeting of Tuesday, September 19, 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	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**



# ACCOUNTS PAYABLE

Date Printed  
2023-09-13 10:06 AM

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2023-00074 to 2023-00079

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>37089</b> 2023-08-31	<b>2023-09-07</b>	<b>Tara and Kevin Ball</b> 15-330 - Roads Revenue	Entrance Permit-Shawanag	750.00	750.00
<b>37090</b> 172018	<b>2023-09-07</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>37091</b> Sep 2023	<b>2023-09-07</b>	<b>Bell Mobility</b> 16-212 - Fire - Radio Tower & Ai 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Fire Tower HST Tax Code HST Tax Code	119.77 13.23 15.30 NL	133.00
<b>37092</b> 15308	<b>2023-09-07</b>	<b>Canadian Tire</b> 16-210 - Fire - Miscellaneous	Case of Water	26.94	26.94
<b>37093</b> Exp Aug 31/23	<b>2023-09-07</b>	<b>Deborah Comrie</b> 16-790 - Recreation Cmttee-Pro 16-790 - Recreation Cmttee-Pro 16-790 - Recreation Cmttee-Pro 16-790 - Recreation Cmttee-Pro 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Food & Supplies-Archery, C Food & Supplies-Archery, C Food & Supplies-Archery, C Food & Supplies-Archery, C HST Tax Code HST Tax Code	35.87 41.05 137.26 302.48 53.59 61.99 NL	570.25
<b>37094</b> 2023 Fall Mtg	<b>2023-09-07</b>	<b>District of Parry Sound</b> 16-092 - Council - Miscellaneous	Meeting Attendance	300.00	300.00
<b>37095</b> 2023-08-29	<b>2023-09-07</b>	<b>Margaret May</b> 15-329 - Roads Damage Deposi	Rd Damage Deposit Ret-28	1,000.00	1,000.00
<b>37096</b> 2961	<b>2023-09-07</b>	<b>Minuteman Press</b> 16-151 - Office - Building Mainte 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Historical pictures HST Tax Code HST Tax Code	1,152.19 127.26 147.19 NL	1,279.45
<b>37097</b> Hall Rental Ref	<b>2023-09-07</b>	<b>Patricia Xerri</b> 15-370 - Recreation Revenue		100.00	100.00
<b>37098</b> Honorarium 202	<b>2023-09-07</b>	<b>Tim Watkinson</b> 16-790 - Recreation Cmttee-Pro	Lead bonfire activities	200.00	200.00
<b>37099</b> Road Grant 202	<b>2023-09-07</b>	<b>Gibson Bay Road Association</b> 16-440-4 - Roads Grant Program	Gibson Bay Road Associati	3,562.88	3,562.88
				Total Computer Cheque:	7,979.02

## EFT

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>1667</b> 165238	<b>2023-09-11</b>	<b>Adams Bros Construction Ltd</b> 16-790 - Recreation Cmttee-Pro 11-210-2 - A/R HST Receivable 99-999-1 - HST (Statistical) Non-	Toilet rental-1 Bestwick Cre HST Tax Code HST Tax Code	188.26 20.79 24.05 NL	209.05
<b>1668</b> 0000177474	<b>2023-09-11</b>	<b>AJ Stone Company Ltd.</b> 16-268 - SCBA Testing	2023 Annual Service	950.95	

**Municipality of Whitestone  
List of Accounts for Approval  
Batch: 2023-00074 to 2023-00079**

		EFT			
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
		11-210-2 - A/R HST Receivable	HST Tax Code	105.04	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	121.49	NL 1,055.99
<b>1669</b>	<b>2023-09-11</b>	<b>Cedar Signs</b>			
INV/2023/3618		16-391 - Signs/Safety- Goods &	Street Sign-Shawanaga La	105.98	
		11-210-2 - A/R HST Receivable	HST Tax Code	11.71	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	13.54	NL 117.69
<b>1670</b>	<b>2023-09-11</b>	<b>Michelle Hendry</b>			
Exp 06-Sep-23		16-092 - Council - Miscellaneous	Meals-Aug24 & Sep 5	25.60	
		16-092 - Council - Miscellaneous	Meals-Aug24 & Sep 5	42.80	
		11-210-2 - A/R HST Receivable	HST Tax Code	3.03	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	3.50	NL 71.43
<b>1671</b>	<b>2023-09-11</b>	<b>Ideal Supply Company Ltd.</b>			
5544163		16-404 - 2017 Freightliner Single	Bracket	6.18	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.68	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	0.79	NL 6.86
<b>1672</b>	<b>2023-09-11</b>	<b>Inservus Management Systems</b>			
1679		16-222-1 - Fire-Turnout/Repair/C	Supplies and testing uniform	194.87	
		11-210-2 - A/R HST Receivable	HST Tax Code	21.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	24.92	NL 216.42
<b>1673</b>	<b>2023-09-11</b>	<b>Law N Mowers</b>			
Aug 2023		16-275 - By-Law Enforcement	By-law Enforcement for Aug	2,696.30	2,696.30
<b>1674</b>	<b>2023-09-11</b>	<b>Magnetawan Building Centre Ltd</b>			
103-117347		16-320 - Garage - Mtc/Supplies/	Paint Brushes, Sawhorse	167.84	
		11-210-2 - A/R HST Receivable	HST Tax Code	18.54	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	21.44	NL 186.38
<b>1675</b>	<b>2023-09-11</b>	<b>McDougall Energy</b>			
6690444		16-423 - 2010 Grader - Fuel	Diesel	800.07	
		16-403 - 2015 Freightliner Tand	Diesel	800.07	
		16-404-2 - 2020 Freightliner - Sr	Diesel	800.07	
		16-439-2 - Hyundai Excavator F	Diesel	800.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	353.48	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	408.84	NL 3,553.75
<b>1676</b>	<b>2023-09-11</b>	<b>Magnetawan Truck and Trailer</b>			
1584		16-404-3 - 2020 Freightliner Sn	New lines installed	713.58	
		11-210-2 - A/R HST Receivable	HST Tax Code	78.82	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	91.16	NL 792.40
<b>1677</b>	<b>2023-09-11</b>	<b>My-Tech Information Technology</b>			
Aug 2023		16-115 - Admin - Computer Supj	IT Support	1,169.43	
		11-210-2 - A/R HST Receivable	HST Tax Code	129.17	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	149.40	NL 1,298.60
<b>1678</b>	<b>2023-09-11</b>	<b>Parry Sound Auto Parts Co Ltd</b>			
1-2953300		16-320 - Garage - Mtc/Supplies/	Tank Rental - June 1 - July	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
1-2953317		16-320 - Garage - Mtc/Supplies/	Gas Contract	73.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.09	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	9.36	NL 81.36

**Municipality of Whitestone  
List of Accounts for Approval  
Batch: 2023-00074 to 2023-00079**

EFT					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
				Payment Total:	179.67
<b>1679</b>	<b>2023-09-11</b>	<b>Ricoh Canada Inc.</b>			
SCO94189431		16-113 - Admin - Office Equipme	Photocopier usage	750.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	82.84	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	95.81	NL 832.84
<b>1680</b>	<b>2023-09-11</b>	<b>Service 1 2022 Inc.</b>			
5649		16-404 - 2017 Freightliner Single	Fuel tank step aluminum	201.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	22.21	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	25.69	NL 223.27
<b>1681</b>	<b>2023-09-11</b>	<b>SignCraft Canada Inc.</b>			
2360		16-781 - Dunchurch Dock - Bear	Church St. trail sign	137.38	
		11-210-2 - A/R HST Receivable	HST Tax Code	15.17	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	17.55	NL 152.55
<b>1682</b>	<b>2023-09-11</b>	<b>Star Metroland Medita</b>			
7661234		16-108 - Admin - Advertising	Deputy Clerk Ad	479.37	
		11-210-2 - A/R HST Receivable	HST Tax Code	52.95	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	61.24	NL 532.32
<b>1683</b>	<b>2023-09-11</b>	<b>XPLORE (Fire)</b>			
INV49256773		16-262 - Station 2 - Internet	Internet Fire Station 2	127.70	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.11	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	16.32	NL 141.81
			Total EFT:		12,267.33

OTHER					
Payment #	Date	Vendor Name	GL Transaction Description	Detail Amount	Payment Amount
Invoice #		GL Account			
<b>1</b>	<b>2023-09-06</b>	<b>TD Visa</b>			
Aug 2023 EF		11-223 - Due to Due (from) Libre	Visa EF	803.87	803.87
<b>2</b>	<b>2023-09-06</b>	<b>TD Visa</b>			
Jun 2023 MH		16-281 - Bld Official - Supplies	Visa MH	61.05	
		16-281 - Bld Official - Supplies	Visa MH	81.39	
		16-710 - Dunchurch Hall -High S	Visa MH	142.47	
		16-790 - Recreation Cmttee-Pro	Visa MH	403.92	
		16-110 - Admin - Office Supplies	Visa MH	101.76	
		16-108 - Admin - Advertising	Visa MH	483.36	
		16-108 - Admin - Advertising	Visa MH	569.86	
		16-108 - Admin - Advertising	Visa MH	405.00	
		16-126 - Admin - Communicatio	Visa MH	37.00	
		11-210-2 - A/R HST Receivable	HST Tax Code	207.86	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	240.41	NL 2,493.67
<b>3</b>	<b>2023-09-06</b>	<b>Sun Life Assurance Company of</b>			
Jun 2023		12-334 - Health Benefits	Benefits	5,727.88	5,727.88
<b>4</b>	<b>2023-09-06</b>	<b>Sun Life Assurance Company of</b>			
Jul 2023		12-334 - Health Benefits	Benefits	5,515.47	5,515.47
<b>5</b>	<b>2023-09-06</b>	<b>Sun Life Assurance Company of</b>			
Aug 2023		12-334 - Health Benefits	Benefits	5,515.47	5,515.47
			Total Other:		20,056.36

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2023-00074 to 2023-00079

Payment #	Date	Vendor Name	OTHER		
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount

Total AP: 40,302.71

Report prepared for Council September 13, 2023

**Sylvia Buckingham**  
Digitally signed by Sylvia Buckingham  
DN: O=Municipality of Whitestone,  
CN=Sylvia Buckingham,  
E=accountspayable@whitestone.ca  
Reason: I am the author of this document  
Location: your signing location here  
Date: 2023.09.13 10:09:21-04'00'  
Foxit PhantomPDF Version: 10.1.0

Sylvia Buckingham, Deputy Treasurer

**Municipality of Whitestone  
List of Accounts for Approval  
Batch: 2023-00080 to 2023-00081**

Bank Code - AP - AP-GENERAL OPER

**COMPUTER CHEQUE**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>37100</b>	<b>2023-09-14</b>	<b>Ardco Systems Inc.</b>			
75918		16-452 - York Landfill - Maintena	Replace PW garage camera	348.70	
		16-473 - Auld Landfill - Maintena	Replace PW garage camera	348.70	
		16-334 - Garage - Building Main	Replace PW garage camera	348.69	
		11-210-2 - A/R HST Receivable	HST Tax Code	115.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	133.64	NL 1,161.64
<b>37101</b>	<b>2023-09-14</b>	<b>Brandt Sudbury</b>			
52 7225671		16-426-1 - 2022 Backhoe Mani	Parts	1,107.46	
		11-210-2 - A/R HST Receivable	HST Tax Code	122.32	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	141.48	NL 1,229.78
<b>37102</b>	<b>2023-09-14</b>	<b>Terry Brear</b>			
Exp Aug 14 202:		16-501-1 - Staking Fees	Staking Fees	50.00	50.00
<b>37103</b>	<b>2023-09-14</b>	<b>Ryan Chiddenton</b>			
Road Grant 202		16-440-4 - Roads Grant Program	Debois Road Works Assoc	820.38	820.38
<b>37104</b>	<b>2023-09-14</b>	<b>Grant Craig</b>			
Road Grant 23		16-440-4 - Roads Grant Program	Craig Lane Assoc	539.04	539.04
<b>37105</b>	<b>2023-09-14</b>	<b>Fuscaldo Construction Inc.</b>			
2309		16-334 - Garage - Building Main	Supply new metal siding	1,178.64	
		11-210-2 - A/R HST Receivable	HST Tax Code	130.18	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	150.57	NL 1,308.82
<b>37106</b>	<b>2023-09-14</b>	<b>G &amp; B McNabb Lumber Company</b>			
38609/1		16-399 - Roads-Boat Launch Gc	Parts	131.76	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.55	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	16.83	NL 146.31
<b>37107</b>	<b>2023-09-14</b>	<b>Nancy Ingram</b>			
Road Grant 202		16-440-4 - Roads Grant Program	Road Grant Beaverdam Ro:	2,212.43	2,212.43
<b>37108</b>	<b>2023-09-14</b>	<b>Gary Green</b>			
Road Grant 202		16-440-4 - Roads Grant Program	Road Grant Hayles Road	1,174.31	1,174.31
<b>37109</b>	<b>2023-09-14</b>	<b>Pine Grove Road Association</b>			
2023 Road Gar		16-440-4 - Roads Grant Program	Pine Grove and Trillium Lar	3,056.46	3,056.46
<b>37110</b>	<b>2023-09-14</b>	<b>Sam's Lane</b>			
Road Grant 23		16-440-4 - Roads Grant Program	Sam's Lane/Deer River Nor	651.58	651.58
<b>37111</b>	<b>2023-09-14</b>	<b>Harold Soepboer</b>			
Road Grant 202		16-440-4 - Roads Grant Program	MacFie Road	539.09	539.09
<b>37112</b>	<b>2023-09-14</b>	<b>Steve Deuchars</b>			
Road Grant 23		16-440-4 - Roads Grant Program	Shaker Lane Road Assoc.	1,624.46	1,624.46
				Total Computer Cheque:	<u>14,514.30</u>

**EFT**

Payment # Invoice #	Date	Vendor Name GL Account	GL Transaction Description	Detail Amount	Payment Amount
<b>1684</b>	<b>2023-09-18</b>	<b>Adams Bros Construction Ltd</b>			
165511		16-452 - York Landfill - Maintena	Service toilets Aulds & York	91.58	

**Municipality of Whitestone  
List of Accounts for Approval  
Batch: 2023-00080 to 2023-00081**

		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
		16-473 - Auld Landfill - Maintena	Service toilets Aulds & York	91.59	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.23	
165515		99-999-1 - HST (Statistical) Non-	HST Tax Code	23.40	NL 203.40
		16-459 - York Landfill - Bulk Wa	Empty & Return Bin York &	284.93	
		16-471 - Auld Landfill - Bulk Wa	Empty & Return Bin York &	366.34	
		11-210-2 - A/R HST Receivable	HST Tax Code	71.93	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	83.20	NL 723.20
			Payment Total:		926.60
<b>1685</b>	<b>2023-09-18</b>	<b>Cedar Signs</b>			
INV/2023/3676		16-778 - Water Maintenance	Sign-Water Tap	67.67	
		11-210-2 - A/R HST Receivable	HST Tax Code	7.48	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	8.65	NL 75.15
<b>1686</b>	<b>2023-09-18</b>	<b>Canadian National Non Freight</b>			
91702499		16-414 - Bunny Trail RR Crossir	Bunny Trail	326.50	326.50
<b>1687</b>	<b>2023-09-18</b>	<b>Georgian Bay Propane Inc</b>			
123511		16-320 - Garage - Mtc/Supplies/	100lb cylinder	3.05	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.34	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	0.39	NL 3.39
<b>1688</b>	<b>2023-09-18</b>	<b>Glen Martin Limited</b>			
389915		16-238 - Station 1 - Supplies	Cleaner & clear bags	181.68	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.07	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	23.21	NL 201.75
<b>1689</b>	<b>2023-09-18</b>	<b>Hicks Morley LLP</b>			
662990		16-120 - Admin - Legal Expense	Legal	189.27	
		11-210-2 - A/R HST Receivable	HST Tax Code	20.91	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	24.18	NL 210.18
<b>1690</b>	<b>2023-09-18</b>	<b>Hydro One Networks Inc.-York</b>			
Aug 2023		16-446-1 - York Landfill - Hydro	Hydro- York LF	91.17	
		16-446-1 - York Landfill - Hydro	Hydro- York LF	-10.48	
		11-210-2 - A/R HST Receivable	HST Tax Code	10.07	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	11.65	NL 90.76
<b>1691</b>	<b>2023-09-18</b>	<b>Ideal Supply Company Ltd.</b>			
5589966		16-421 - 2010 Grader - Maintena	Battery master disconnect s	131.25	
		11-210-2 - A/R HST Receivable	HST Tax Code	14.50	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	16.77	NL 145.75
<b>1692</b>	<b>2023-09-18</b>	<b>Jim Anderson Contracting Ltd</b>			
1314		16-505 - Fairholme - Grasscuttir	Cemetery grass cutting/trim	352.77	
		16-524 - Whitestone Cemetery C	Cemetery grass cutting/trim	352.76	
		16-515 - Maple ls. Cemetery - G	Cemetery grass cutting/trim	352.78	
		11-210-2 - A/R HST Receivable	HST Tax Code	116.89	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	135.20	NL 1,175.20
1333		16-505 - Fairholme - Grasscuttir	Cemetery grass cutting/trim	352.77	
		16-524 - Whitestone Cemetery C	Cemetery grass cutting/trim	352.76	
		16-515 - Maple ls. Cemetery - G	Cemetery grass cutting/trim	352.78	
		11-210-2 - A/R HST Receivable	HST Tax Code	116.89	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	135.20	NL 1,175.20
			Payment Total:		2,350.40
<b>1693</b>	<b>2023-09-18</b>	<b>Lakeside Ltd.</b>			

**Municipality of Whitestone  
List of Accounts for Approval  
Batch: 2023-00080 to 2023-00081**

		EFT			
Payment #	Date	Vendor Name			
Invoice #		GL Account	GL Transaction Description	Detail Amount	Payment Amount
2027		16-777 - Municipal Building Mair	Line Painting	1,093.92	
		11-210-2 - A/R HST Receivable	HST Tax Code	120.83	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	139.75	NL 1,214.75
<b>1694</b>	<b>2023-09-18</b>	<b>Magnetawan Building Centre Ltd</b>			
113-117701		16-402 - 2015 Freightliner Tand	Paint, spruce	184.47	
		16-404 - 2017 Freightliner Single	Paint, spruce	184.47	
		16-404-3 - 2020 Freightliner Sn	Paint, spruce	184.46	
		11-210-2 - A/R HST Receivable	HST Tax Code	61.13	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	70.70	NL 614.53
<b>1695</b>	<b>2023-09-18</b>	<b>Metro Compactor Service Inc.</b>			
306167		16-452-2 - York Landfill-Compac	Paddle latch	303.06	
		11-210-2 - A/R HST Receivable	HST Tax Code	33.48	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	38.72	NL 336.54
<b>1696</b>	<b>2023-09-18</b>	<b>Momentum Conferencing</b>			
0155308		16-126 - Admin - Communicatioi	Conference Calling	8.47	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.93	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1.08	NL 9.40
<b>1697</b>	<b>2023-09-18</b>	<b>Near North Industrial Solution</b>			
88240		16-421 - 2010 Grader - Mainten:	Pipe thread bushing	4.83	
		11-210-2 - A/R HST Receivable	HST Tax Code	0.54	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	0.62	NL 5.37
<b>1698</b>	<b>2023-09-18</b>	<b>Parry Sound Home Hardware</b>			
179409		16-769 - Facilities / Parks Mainte	Blades,scrapers,filters,seed	261.26	
		11-210-2 - A/R HST Receivable	HST Tax Code	28.86	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	33.38	NL 290.12
<b>1699</b>	<b>2023-09-18</b>	<b>Waste Connections of Canada</b>			
7113-00003341:		16-468 - Auld Landfill - Recyclin	Recycling	3,933.54	
		16-448 - York Landfill - Recyclin	Recycling	3,971.33	
		11-210-2 - A/R HST Receivable	HST Tax Code	873.12	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	1,009.86	NL 8,777.99
<b>1700</b>	<b>2023-09-18</b>	<b>Star Metroland Medita</b>			
7664668		16-108 - Admin - Advertising	Deputy Clerk Ad	461.81	
		11-210-2 - A/R HST Receivable	HST Tax Code	51.01	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	59.00	NL 512.82
<b>1701</b>	<b>2023-09-18</b>	<b>Vianet</b>			
Sep 2023		16-321 - Garage - High Speed Ir	Internet	106.80	
		16-720 - Maple Is. Hall - Telephc	Internet	106.80	
		16-457-1 - York Landfill - Interne	Internet	160.72	
		11-210-2 - A/R HST Receivable	HST Tax Code	41.35	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	47.82	NL 415.67
<b>1702</b>	<b>2023-09-18</b>	<b>Xplore (Aulds)</b>			
INV49254267		16-479-1 - Aulds Landfill - Intern	Internet Sep 2023	81.40	
		11-210-2 - A/R HST Receivable	HST Tax Code	8.99	
		99-999-1 - HST (Statistical) Non-	HST Tax Code	10.40	NL 90.39
				Total EFT:	16,598.06



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2023-09-14 1:15 PM

**Municipality of Whitestone**  
**List of Accounts for Approval**  
Batch: 2023-00080 to 2023-00081

Page 4

Total AP: 31,112.36

Report prepared for Council September 14, 2023

**Sylvia  
Buckingham**

Digitally signed by Sylvia Buckingham  
DN: O=Municipality of Whitestone,  
CN=Sylvia Buckingham,  
E=accountspayable@whitestone.ca  
Reason: I am the author of this document  
Location: your signing location here  
Date: 2023.09.14 13:17:54-04'00'  
Foxit PhantomPDF Version: 10.1.0

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Sylvia Buckingham, Deputy Treasurer

# STAFF REPORTS



# Municipality of Whitestone

## Report to Council

**Prepared for:** Council

**Department:** Administration

**Agenda Date:** September 19, 2023

**Report No:** ADMIN-2023-10

**Subject:**

2023-2028 DRAFT Multi-Year Accessibility Plan

**Recommendation:**

**THAT** the Council the Municipality of Whitestone receives for information report ADMIN-2023-10 (2023-2028 DRAFT Multi-Year Accessibility Plan); and

**THAT** the Council of the Municipality of Whitestone requests staff to seek Public input of the DRAFT Multi-Year Accessibility Plan, until November 15, 2023 and submit a final Plan to Council for endorsement, at a future Council meeting.

**Background:**

The Municipality of Whitestone was recently audited for AODA compliance in regard to any newly constructed or re-developed initiatives that occurred on or after January 1, 2016 as well as other matters:

- Accessibility Policies
- Multi-Year Accessibility Plan
- Training
- Accessible Feedback
- Emergency Procedure, Plans, or Public Safety Information
- Accessibility Compliance Reports
- Recreational Trails
- Recreational Trails, signage and media
- Outdoor public use eating areas and play spaces
- Exterior Paths of Travel, pedestrian signals and rest areas
- Off-street Parking, minimum number and type of accessible parking spaces

A report was provided to the Accessibility for Ontarians with Disabilities Division, Ministry for Seniors and Accessibility, in early August with the exception of the Multi-Year Plan.

The initial report provided both editorial and pictures. Pictures included the accessible upgrades relating to the Library and Technology Centre, the Municipal Office, the Nurse Practitioner Led

Clinic and the Whitestone Waterfront Park accessible trail as well information on training, the website and the posting of AODA Compliance Reports.

The Ministry provided additional time for the development of a multi-year plan as follows:

*Date: July 14, 2023*

*Organization: The Corporation of the Municipality of Whitestone*

*Reference #: P2 - 130246689*

*Your organization is not in compliance with the following requirements under the Accessibility for Ontarians with Disabilities Act, 2005, (AODA) and the Integrated Accessibility Standards Regulation (IASR).*

*Requirements not met:*

- *Multi-year Plan, refer to s. 4(1) of IASR*

*Next steps:*

*As discussed with Michelle Hendry on July 14, 2023, your organization agreed to meet the requirements by September 30, 2023.*

*Once your organization achieves compliance with the requirements under the IASR/AODA and provides acceptable assurance of compliance, this compliance plan will be considered closed.*

*Failure to respond to this compliance plan may result in enforcement action in accordance with Section 22 of the Accessibility for Ontarians with Disabilities Act, which may include an administrative monetary penalty of up to \$15,000 per contravention.*

Additional Note: The Municipality was advised in subsequent emails that additional time could be provided (beyond September 30, 2023) if needed.; submission of a DRAFT Plan is acceptable.

## **Multi-Year Accessibility Plan**

Information provided by Accessibility for Ontarians with Disabilities Division,  
Ministry for Seniors and Accessibility Regulation:

*191/11: Integrated Accessibility Standards under the Accessibility for Ontarians with Disabilities Act, 2005 requires organizations to create multi-year accessibility plans, update them at least once every five years and post them on their websites if they have one.*

*An accessibility plan outlines what steps an organization will take to prevent and remove barriers to accessibility and when it will do so.*

*The law is flexible, so you can develop your accessibility plan in a way that works best for your organization. There is no right or wrong way.*

**Analysis:**

The attached DRAFT Plan was developed with input and review from the Whitestone Library and Technology Centre CEO, the Public Works Manager, the Chair for the Nursing Station Committee, a member of the public who has a history and experience in these matters and representative of the Recreation Committee who also has experience and knowledge of accessibility issues.

**Financial Considerations:**

Priorities for improvements and upgrades will be considered during annual budget discussions.

**Link to Strategic Plan:**

Our mission is to achieve and maintain a municipality that is sound financially, supportive of appropriate opportunities, protective of the natural environment, and that preserves the unique heritage of the area.

We challenge ourselves to diversify and create a more vibrant local economy through collaborative partnerships with existing businesses, service groups, and adjacent municipalities, as well as through proactive efforts to attract new businesses and services.

We will create initiatives to include all residents, both permanent and seasonal, in contributing to the betterment of our community.

**Respectfully submitted by:**



Michelle Hendry  
CAO/Clerk

**ATTACHMENT A – 2023-2028 DRAFT Multi-Year Accessibility Plan**



MUNICIPALITY OF WHITESTONE

**Multi-Year  
ACCESSIBILITY PLAN**

---

**2023 to 2028**

Prepared by M. Hendry CAO/Clerk  
September 2023

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## The Municipality of Whitestone

The Municipality of Whitestone is located in the District of Parry Sound in Northern Ontario.

In 2000, the Parry Sound District Restructuring Commission incorporated Whitestone and amalgamated the Townships of East Burpee, Burton, McKenzie, Ferris, Hagerman, and part of Croft as well as the communities of Ardbeg, Dunchurch, Maple Island, and the Village of Whitestone.

With this amalgamation, Whitestone has become a place with something for all ages, all year long. The Municipality is a place that offers something for everyone; a place with year-round community events and recreational opportunities.

As a community, we are proud of what we have to offer and love to call the Municipality of Whitestone home. Whitestone encourages you to join us, whether for a day, a weekend or a lifetime. We support diversity and inclusion. We are committed to being responsive to the needs of our residents and visitors and providing services and facilities that are accessible to all. Everyone is always welcome.

### **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.

**The Municipality of Whitestone truly is:**

**"A Perfect Place To Live, Work & Play!"**



## Message from Mayor and Council

**The Municipality of Whitestone** is committed to ongoing improvements to accessibility, and will continue to seek opportunities to advance the accessibility of its facilities and programs for persons with disabilities.

## Whitestone Commitment

The Municipality of Whitestone:

- is committed to ensuring equal access and participation for people with disabilities. We are committed to treating people with disabilities in a way that allows them to maintain their dignity and independence. We believe in integration and we are committed to meeting the needs of people with disabilities in a timely manner. We will do so by removing and preventing barriers to accessibility and meeting our accessibility requirements under the Accessibility for Ontarians with Disabilities Act and Ontario's accessibility laws.
- strives to meet the needs of its employees and customers with disabilities and is working hard to remove and prevent barriers to accessibility.
- is committed to fulfilling our requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*. This accessibility plan outlines the steps we are taking to meet those requirements and to improve opportunities for people with disabilities.
- will train every person as soon as practicable after being hired or being appointed as a volunteer and provide training in respect of any changes to policies.
- will work towards creating an accessible and inclusive community that is responsive to the needs of and improve well-being and quality of life for persons with all abilities and disabilities

## SUMMARY

On June 13, 2005 the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) received Royal Assent and is now law. The purpose of the AODA is to benefit all Ontarians by developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities by January 2025. This Multi-year Accessibility plan was prepared in order to meet the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and to assist the Municipality of Whitestone in identifying, preventing and removing barriers to accessibility

The Corporation of the Municipality of Whitestone is committed to promoting independence, dignity, integration and equality of opportunity for persons with disabilities. Our goal is to make the Municipality workplaces accessible and welcoming environments where both employees and customers are accommodated, in a timely manner, to meet their needs.

In addition to outlining the initiatives planned by the Municipality Whitestone this document outlines the Municipality's accessibility achievements. This multi-year accessibility plan meets the planning requirements of both the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005.

Accessibility planning does not end once a plan is prepared and documented. Monitoring is essential to ensure that the Municipality is meeting its obligations and commitments. An annual report will be prepared on the progress being made towards implementation and presented to Council. A comprehensive review of this plan will be completed every five years, unless significant changes necessitate an earlier revision of the plan.

Currently, the Municipality is committing itself through continual improvements of access to Municipal facilities, within budget limitations.

The AODA requires that Ontario be an accessible province by 2025. To assist in this endeavor, the AODA contains accessibility standards in the areas of:

- Accessible Customer Service
- Information and Communications
- Employment
- Transportation
- Design of Public Spaces (for the Built Environment)

## Customer Service (Regulation 429/07)

The Accessibility Standards for Customer Service came into force on January 1, 2008. The standard applies to all organizations in Ontario that provide goods and services to the public or to other businesses that have one or more employees.

As a public sector organization, the Municipality of Whitestone complied with the following Accessibility Standards on December 10, 2018 by Council approval of the Accessibility Policy / Accessible Customer Service Policy (policy number A06–A00–05). The Municipality of Whitestone is currently in compliance and continues to fulfill ongoing obligations under these standards.

## Integrated Accessibility (Regulation 191/11 as amended)

Under the AODA, Ontario Regulation 191/11, entitled, “Integrated Accessibility Standards” (Regulation), came into force on July 1, 2011. This Regulation establishes accessibility standards for Information and Communication, Employment, Transportation, Built Environments, Public Spaces and Customer Service.

Some of the requirements are: developing policies to ensure that our communication is accessible to people with disabilities; ensuring we are able to provide information in a format that considers an individual’s disability; ensuring that our website is compliant with applicable standards; and developing policies on ensuring potential employees with disabilities receive appropriate accommodations during the recruitment phase. Training employees during their employment on accessible emergency and public safety information and meeting requirements when constructing, maintaining or redeveloping various elements of public spaces.

The Integrated Standard has been implemented in phases according to staggered compliance deadlines and the Municipality continues meet compliance as soon as practicable for the Municipality.

There are 5 (five) mandatory standards of AODA: Information and Communications, Employment, the Built Environment (buildings and public spaces), Transportation and Customer Service.

## Information and Communication

**Goal:** To ensure all information and communication conveyed by the Municipality of Whitestone is created, provided and received in a manner that is accessible to people of all abilities.

### **Ontario Regulation 191/11 or as amended by 165/16**

Communications means the interaction between two or more persons or entities, or any combination of them, where information is provided, sent or received; (“communications”)

Conversion ready means an electronic or digital format that facilitates conversion into an accessible format; Information includes data, facts and knowledge that exists in any format, including text, audio, digital or images, and that conveys meaning.

This applies to:

- Feedback process
- Accessible format and communication support
- Emergency procedure, plans or public safety information
- Accessible websites and web content
- Educational and Training resources and material

Requirements to be met by January 1, 2016 (for small designated public sector organizations).

Whitestone has now met the requirements and continues to make improvements in communications and information.

## Employment

**Goal:** To ensure all compliance with the requirement of the Employment Standard and take proactive action to ensure current and future employees do not face barriers work

**Ontario Regulation 191/11 or as amended by 165/16**

Employment commitments include but are not limited to:

- Recruitment, assessment and selection process
- Informing employees of supports
- Accessible formats and communication support for employees
- Workplace emergency response information
- Document individual accommodation plans
- Return to work process

Requirements to be met by January 1, 2015 (for small designated public sector organizations)

Whitestone has now substantially met the requirements and continues to make improvements in employment related matters.

## Transportation

**Goal:** To ensure all compliance with the Transportation Standards as required.

### **Ontario Regulation 191/11 or as amended by 165/16**

The Regulation is applicable to Public Transportation and does not apply to the Municipality of Whitestone.

## The Built Environment (Buildings and Public Spaces)

**Goal:** To ensure accessibility needs are met in newly constructed and redeveloped public spaces where community travels, meets and gathers.

### **Ontario Regulation 191/11 or as amended by 165/16**

The Regulation is applicable to but not limited to public spaces such as:

- Beach access routes
- Off street parking facilities
- Recreational trails
- Outdoor play spaces
- Public amenities
- Rest areas

Requirements to be met by January 1, 2016 (for all designated public sector organizations)

Whitestone has substantially met the requirements and will continue to make improvements to newly constructed and redeveloped Public Spaces.

## Customer Service

**Goal:** To prevent, identify and remove barriers such that people of all abilities have equitable access to goods, services and facilities.

### **Ontario Regulation 191/11 or as amended by 165/16**

The Regulation is applicable to but not limited to the following:

- Establishment of policies
- Use of service animals and support persons
- Notice temporary disruptions
- Staff training
- Feedback process
- Document formats

Whitestone has substantially met the requirements and continues to prevent, identify and remove barriers to ensure accessibility as it relates to Customer Service.

## SECTION 1:

### Past / Ongoing Achievements to Remove and Prevent Barriers

#### Information and Communications

##### **1. Municipal Website:**

In 2019 the Municipality of Whitestone issued a Request for Proposal (RFP) for the purposes of implementing an improved Municipal Website Design.

The RFP included the following requirements:

- Ensure the website architecture is easily adaptable to respond to customer desires and demands
- Ensure that website design and structure enhancements address the legislated accessibility requirements under the Integrated Accessibility Standards Regulation (Ontario Regulation 191/11) developed under the Accessibility for Ontarians with Disabilities Act (AODA) 2005
- Ensure the website meets Web Content Accessibility Guidelines 2.0 AA legislated requirements

The new and improved Website was launched in 2020 and continues to support Accessibility needs as well as comply with legislation and guidelines.

##### **2. Bi-weekly e-News letter:**

The Municipality of Whitestone utilizes 'Mailchimp', as a social media platform for the bi-weekly e-news letter. Efforts are being made to ensure alt text to images (an audio description of the image for screen reading software) is utilized on posters and pictures. This effort continues.

##### **3. Quarterly Mailout Newsletter**

The Municipality provides a quarterly hardcopy, mailout Municipal newsletter to all property owners in Whitestone, and every effort is made to ensure compliance with font size and font type.

- Text: at least 10 to 12-point type (between 32 and 70 character per line)
- Font type: Frutiger, Arial or Verdana.

##### **4. Public Notices and Media Release**

The Municipality provides public notices and median releases from time to time (these are posted on the Municipal AODA Compliant website)

- Text: at least 10 to 12-point type (between 32 and 70 character per line)
- Font type: Frutiger, Arial or Verdana

## Employment

The Municipality of Whitestone is in the process of updating the employee Handbook and has committed to Accessibility for Ontarians with Disabilities (AODA).

Whitestone is committed to treating all people in a way that allows them to maintain their dignity and independence. We believe in inclusion, integration and equal opportunity and are committed to meeting the needs of people with disabilities in a timely manner.

We commit to preventing and removing barriers to accessibility and meeting accessibility and accommodation requirements under the *Accessibility for Ontarians with Disabilities Act* (AODA) up to the point of undue hardship. Accommodations will extend to all aspects of the employment relationship including recruitment and selection, promotions and transfers, and conditions of work. All accommodations will respect the individuals' dignity and strive to maximize their contribution to the municipality.

Whitestone will post information about the availability of accommodations for applicants with disabilities in our recruitment process. Applicants who are selected for an interview and/or assessment process will be notified that accommodations for material to be used in the process are available, upon request. Whitestone will consult with any applicant who requests an accommodation in a manner that considers the applicant's disability. A statement addressing accommodation needs will be included in all offers of employment or letters of hire.

### Accommodation Requests and Individual Accommodation Plans:

Whitestone is committed to providing equitable treatment to all employees with respect to barrier-free employment and accommodation without discrimination, up to the point of undue hardship. Whitestone will make every effort to assist an employee in their safe return to work following a leave for illness or injury, or anywhere an employee or job applicant identifies a bona fide accommodation need that arises from protected rights identified in the *Ontario Human Rights Code* (OHRC).

Our goal is to improve the quality of work life by using fair and consistent treatment to ensure the full participation of all employees.

## The Built Environment, (Buildings and Public Spaces)

The following improvements and initiatives have been completed by the Municipality of Whitestone since 2016 (in some instances prior to 2016):

- Construction of an accessible waterfront park in the Village of Dunchurch in concert with an accessible (paved) walkway from the public parking area to a public dock as well as two accessible picnic tables.

- Renovation of the Whitestone Public Library and Technology Centre including:
  - In 2018:
    - A rebuilt outdoor access ramp
  - In 2021:
    - Interior improvements to allow for an accessible service desk area
    - Barrier free accommodation at public use computers
    - Accessible book stacks and shelving taking into consideration height, depth and aisle maneuverability
- Renovation and expansion of the Whitestone and Area Nursing Station
  - In 2022
    - Addition of accessible washrooms with push button door openers
    - Accessible reception desk
    - Improved access to front entrance door for wheelchairs
    - Installation of a height adjustable medical exam table to assist wheelchair patients
    - Installation two new accessible parking spaces
- Renovation of the Municipality of Whitestone Municipal Office
  - In 2022
    - An improved accessible service counter area
    - A new meeting room to accommodate accessibility needs in a private space, for consultation or meeting with staff
- An increase in accessible public parking spaces at several public lake access points / boat launches in concert with appropriate signage.
- Where accessible parking spaces are created at a location that allows for a hardtop (asphalt surface), the Municipality annually repaints the lines and markings.
- Both recreation facilities in the Municipality of Whitestone, located in the Village of Dunchurch (the Dunchurch Community Centre and the DunDome Pavilion) provide for ground level entry.

## Customer Service

- Free public access to Wifi in five (5) locations throughout the Municipality with access available outside of the building location from a personal vehicle.
- Since 2014 the Municipal Election in Whitestone provides for three voting options: mail-in ballot, telephone voting and on-line voting. Prior to 2014 the only option was vote by mail.
- Staff training to ensure awareness of appropriate accessible customer service requirements and protocols.



- Specific to the Whitestone Library and Technology Centre, staff and volunteers complete AODA training. Recent training has also included Diversity, Equity, and Inclusion Training through the ParticipACTION grant.

## Other Initiatives

- **Whitestone Library and Technology Centre**
  - The library has three Victor Readers available for lending to people who have difficulties reading print. The Library is active within the Centre for Equitable Library Access, which loans specially created audiobooks for anyone who cannot read print (temporarily – for reasons such as cataract surgery, or those with dyslexia or blindness). There is a priority of investing in more large print materials over the next two years.
  - Raised vegetable garden beds were created to be wheelchair accessible, and the Library offers portable garden kneelers/benches on request.
  - The TD Summer Reading Club materials are created to be accessible. This includes the StoryWalk (at the Whitestone Waterfront Park), which provides a QR code for an audiobook version.
- **Recreation Initiatives**
  - An archery program developed in 2023 utilizes accessible equipment which we can modified for different needs as required.
- **Magnetawan - Dunchurch Royal Canadian Legion Branch 394**
  - In 2023, the Council of the Municipality of Whitestone provided a letter of support to Legion Barn 394, for a Grant “Creating a more inclusive Ontario: Age-friendly community”.

## SECTION 2:

### Planned initiatives and Opportunities for Action

#### Information and Communications

##### Timeline – 2023/2024 (and ongoing)

- Facebook automatically generates alt text (a description of the image for screen reading software). Municipal Communications staff will start proofreading the alt text, making corrections when needed.
- Twitter: Municipal Communications staff will start to manually add alt text to future posts.
- E-News letter: Municipal Communications staff will manually add alt text to images with text in them as well as posters. Staff will start using header tags for software, following this guide for best practices: <https://mailchimp.com/help/accessibility-in-email-marketing/>.
- Enhance the capacity of all staff producing content for the public in an accessible manner.

#### Employment

##### Timeline – 2023/2024 (and ongoing)

- Finalize new Employee Handbook and provide training to all employees in respect of accessibility commitments (as referenced in SECTION 1).
- Continue to provide staff training in respect of accessibility that is specific to their job duties.

#### The Built Environment, (Buildings and Public Spaces)

##### Timeline – 2023/2024

- The Municipality Whitestone has undertaken a review of all Municipally owned Buildings and Assets. A component of this review includes the provision of:
  - Accessibility commentary and recommendations for the *Accessibility for Ontarians with Disabilities Act* (AODA) accessibility standards, plans and recommendations over the next 20 years.

This report is expected to be complete in the fourth quarter of the year 2023. Recommendations will inform future needs and barrier free options which will be prioritized and budgeted for based on the recommendations. This includes pushbutton door openers and

**The results of the report will allow for an addendum and an update to this Multi-Year Accessibility Plan.**

#### Timeline – 2023-2028

- Ensure all municipal building plans, new construction and significant renovations provide for barrier free and accessibility considerations including push button door openers.
- Promote and seek funding opportunities that support not only Municipally funded initiatives but also building owners and businesses to undertake accessibility upgrades.
- Enhance accessibility in outdoor spaces and improve access to nature, including infrastructure for recreation, active transportation and lake access points.
- Finalize the design and plan for improved pedestrian access along Highway 124 from Moore Drive to the Marina Drive (in support of safe access for the Whitestone Public School to Whitestone Public Library and Technology Centre)

#### Customer Service

##### Timeline – 2023/2024 (and ongoing)

- Provide ongoing and refresher training to employees and volunteers on delivering accessible customer service.
- Encourage public feedback about the way goods, services and facilities are provided to person with different abilities.
- Plan for improvements to the audio, visual and remote access opportunities to Council meetings held in the Dunchurch Community Centre.

#### Other Initiatives

##### Timeline – 2023/2024 (and ongoing)

- Whitestone Library and Technology Centre – purchases of additional decodable books, large print, and audio materials.

## SECTION 3: Beyond AODA

Outside of legislative requirements, the Municipality will:

- Participate in opportunities to educate and raise awareness amongst the public about accessibility and inclusion.
- Explore partnerships with private sector providers of essential goods and services
- Leverage grants, plans, programs, and services being implemented to maximize accessibility benefits.

*Create an accessible and inclusive Municipality that is responsive to community needs and improves well-being and quality of life for persons of all abilities to ensure the Municipality of Whitestone remains*

**'A perfect place to Live, Work and Play'**

# BY-LAWS

**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**

**By-Law No. 58-2023**

---

**TO CLOSE AND STOP UP THAT PART OF THE ORIGINAL SHORE ROAD  
ALLOWANCE ALONG THE SHORES OF WAHWASHKESH LAKE,  
IN FRONT OF BROKEN LOT 35, CONCESSION 7,  
IN THE GEOGRAPHIC TOWNSHIP OF MCKENZIE,  
NOW MUNICIPALITY OF WHITESTONE, DISTRICT OF PARRY SOUND,  
DESIGNATED AS PARTS 6-11, PLAN 42R-22220  
AND TO SELL PARTS 6-11, PLAN 42R-22220**

**(Assessment Roll Number 49 39 050 004 08315 – BURRELL (Parts 6, 7 & 8))  
(Assessment Roll Number 49 39 050 004 08310 – RICE (Part 9))  
(Assessment Roll Number 49 39 050 004 08303 – POTTINGER Part 10))  
(Assessment Roll Number 49 39 050 004 08300 – MERRITT (Part 11))**

---

**WHEREAS** it is deemed expedient in the interest of the Corporation of the Municipality of Whitestone, hereinafter called the Corporation, that the original unopened shore road allowance described in Schedule A hereto be closed, and thereafter Parts 6-11, Plan 42R-22220 be sold and conveyed to the adjacent owners;

**AND WHEREAS** the adjacent owners have made a request to the Corporation for the purchase of part of the said original unopened shore road allowance designated as Parts 6-11, Plan 42R-22220;

**AND WHEREAS** public notice of the intention of the Corporation to close the said portion of the said shore road allowance has been made in accordance the municipality's by-laws regarding the same.

**AND WHEREAS** no persons have objected in writing to the closing or appeared before the Council claiming that his, her or its lands will be prejudicially affected by this By-law.

**AND WHEREAS** no person uses the road allowance for motor vehicle access to or from the person's land.

**AND WHEREAS** the road allowance does not abut land owned by the Crown in right of Canada or lead to or abut on the bridge, wharf, dock, quay or other work owned by the Crown in right of Canada.

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

1. **THAT** upon and after the passing of this By-law that part of the original unopened shore road allowance described in Schedule A hereto be, and the same is hereby closed and stopped up.
2. **THAT** upon and after passing of this By-law that part of the road allowance described as Parts 6-11, Plan 42R-22220, be sold and conveyed by the Corporation to the

adjacent owner or owners forthwith after this By-law comes into effect for other lawful consideration and the sum of One Dollar (\$1.00).

3. **THAT** the road allowance described in Schedule A hereto is declared surplus.
4. **THAT** the Mayor and Chief Administrative Officer/Clerk be and they are hereby authorized and directed to sign all such conveyances as may be necessary and expedient for carrying out the provisions of this By-law, and to affix to such conveyances the Corporate Seal of the Municipality.

**READ** a **First** and **Second** time this 19th day of September, 2023.

\_\_\_\_\_  
GEORGE COMRIE, MAYOR

\_\_\_\_\_  
MICHELLE HENDRY, CAO/Clerk

**READ** a **Third** time and **Passed, Signed** and **Sealed** this 19th day of September, 2023.

\_\_\_\_\_  
GEORGE COMRIE, MAYOR

\_\_\_\_\_  
MICHELLE HENDRY, CAO/Clerk

## **SCHEDULE A**

Part of the original shore road allowance along the shores of Wahwashkesh Lake, in front of Lot 28, Concession 5, Geographic Township of McKenzie, now Municipality of Whitestone, District of Parry Sound, designated as Parts 6-11, Plan 42R-22220.



**THE CORPORATION OF THE MUNICIPALITY OF WHITESTONE**  
**By-law No. 50-2023**

---

**Being a By-law to amend Zoning By-law No. 07-2018 as amended  
for Part Lot 4, Concession 4 McKenzie being Part 1, 42R-4131  
in the geographic Township of McKenzie, now in the Municipality of Whitestone  
(MASIN, James and Sandra)  
(Assessment Roll No. 49 39 050 001 05500)**

---

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

**AND WHEREAS** the owner of the lands located in Part Lot 4, Concession 4 being Part 1, 42R-4131 in the geographic Township of McKenzie fronting on Labrash Lake has applied to rezone the lands to permit the construction of a garage/storage and a workshop building on the property in advance of any principal use like a dwelling;

**AND WHEREAS** section 39 of the *Planning Act* allows for the enactment of a temporary use By-law for up to three years, after which the authorized use must be removed or the land brought in to compliance with the By-law and the provisions of 34(9) shall not apply.

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

**NOW THEREFORE BE IT ENACTED** the Council of the Corporation of the Municipality of Whitestone as follows:

1. Schedule "A", Sheet No. 7 of Zoning By-law No. 07-2018 as amended is hereby further amended by rezoning Part Lot 4, Concession 4 being Part 1, 42R-4131 located in the geographic Township of McKenzie from the WF3-LS Zone to a WF3-LS Exception No. 2 Zone as shown on Schedule '1' attached to this By-law and more particularly shown as Part 1 of Reference Plan 42R-4131 attached to this By-law as Schedule '2';
2. Section 7.04.3 - Waterfront Residential 3 Exceptions of the Zoning By-law is hereby amended by adding the following exception:

***"7.04.3.2 A garage/storage and workshop building up to 67 m<sup>2</sup> may be permitted on Part Lot 4, Concession 4 being Part 1, 42R-4131 in the geographic Township of McKenzie subject to all other applicable requirements for the Waterfront Residential 3-Limited Services (WF3-2-LS) Zone for a period of 3 years from the date of passage of this By-law."***

***"On July 18, 2026, Special Exception No. 7.04.3.2 (WF3-2-LS) will no longer be in force and in effect and the lands will be subject to the provisions of the zoning By-law as if the Special Exception No. 7.04.3.2 (WF3-2-LS) was never in place. Upon the expiry of this date, the provision of 34(9) shall not apply."***

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

**Read a First and Second** time this 19th day of September, 2023.

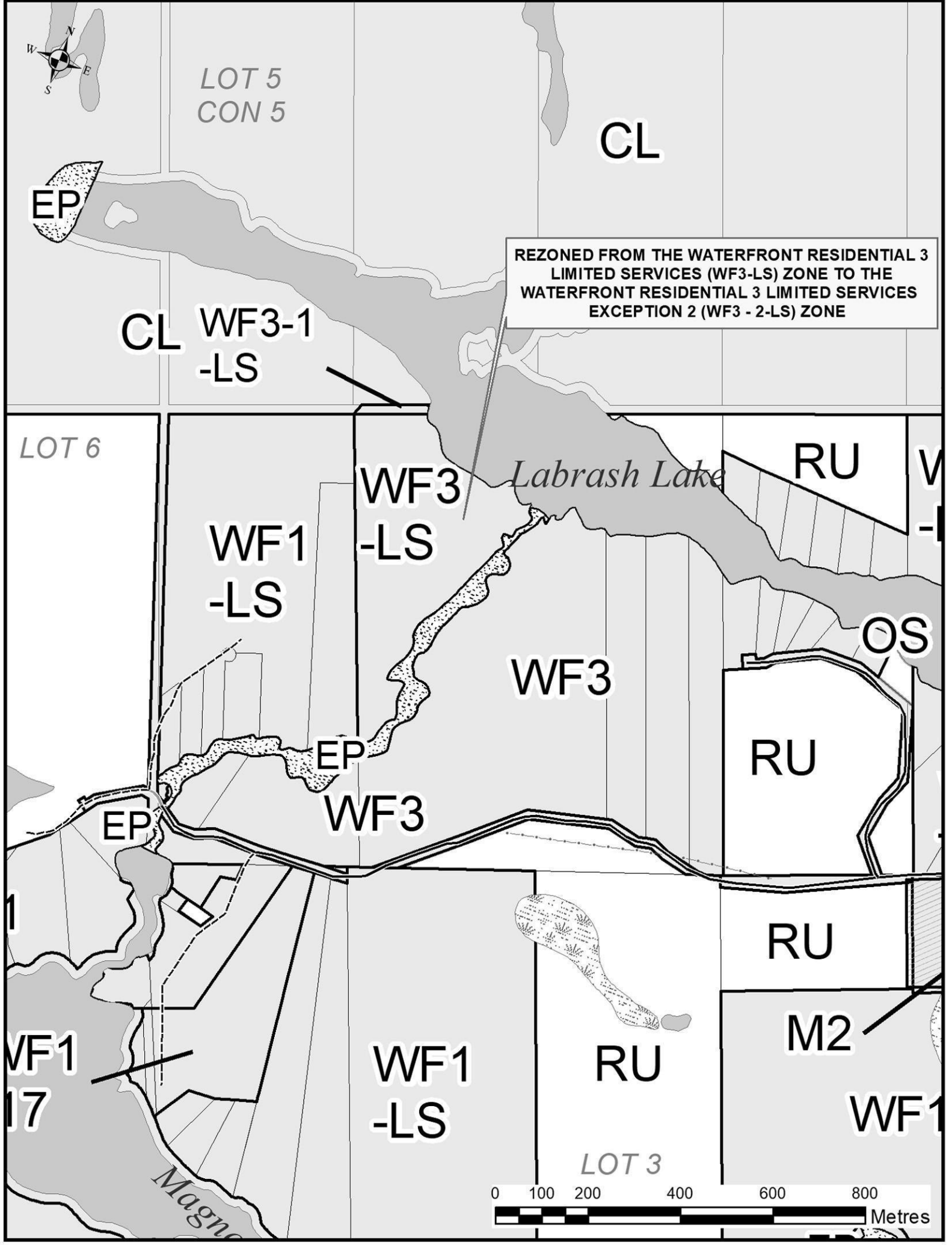
\_\_\_\_\_  
**Mayor** George Comrie

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

**Read a Third** time and **Passed, Signed and Sealed** this 19th day of September, 2023.

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

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



**THIS IS SCHEDULE "1" TO BY-LAW No. 50-2023**

**MUNICIPALITY OF WHITESTONE**

**PASSED THIS DAY OF , 2023**

George Comrie - Mayor

Michelle Hendry - CAO-Clerk



# CORRESPONDENCE



# **Township of McKellar**

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

September 6, 2023

Delivered via email – [premier@ontario.ca](mailto:premier@ontario.ca)

Premier Doug Ford  
Queen's Park, Legislative Building  
Toronto, ON M7A 1A1

## **RE: Regional Amalgamation of West Parry Sound Area Municipalities**

Dear Premier Ford,

At the Regular Meeting of Council held on September 5, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

**WHEREAS** the Mayors of Parry Sound and Seguin met with MPP Steven Clark and MPP Graydon Smith on August 3, 2023 to discuss opportunities associated with Regional amalgamation of West Parry Sound area municipalities; and

**WHEREAS** some of the Mayors of the West Parry Sound District met on August 10, 2023 in the Seguin offices to discuss Regional amalgamation; and

**WHEREAS** it is our understanding that the Province has stated that no municipality will be forced to amalgamate with any other municipalities without the municipality's permission and agreement; and

**WHEREAS** there was discussion of an independent third-party study of shared services and governance of the seven (7) area municipalities which may be funded by the province; and

**WHEREAS** this study was to include asset management, shared services, human resources, taxation, by-laws, etc.

**NOW THEREFORE BE IT RESOLVED THAT** the Township of McKellar has no interest in amalgamating with any other area municipalities as we see no economic benefit to amalgamation which would only result in higher taxes and reduced services for the Township of McKellar rate payers; and

**FURTHER THAT** the Township of McKellar has no interest in participating in any of the suggested studies with the other area municipalities as we view this as a 'slippery slope' leading to amalgamation; and

**FINALLY, THAT** this motion be circulated to the West Parry Sound area municipalities, MPP Paul Calandra, MPP Graydon Smith and Premier Doug Ford.

**DIVISION VOTE**

<b>YEAS:</b>	Councillors Haskim, Kekkonen, Ryeland, Zulak, Mayor Moore
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None
<b>ABSENT:</b>	None

**Carried**

Regards,



Karlee Britton  
Deputy Clerk  
Township of McKellar  
[deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca)  
(705) 389-2842 x5

cc:

Minister of Municipal Affairs and Housing, Paul Calandra  
Parry Sound-Muskoka MPP, Graydon Smith  
Municipality of Whitestone  
Township of Archipelago  
Township of Carling  
Municipality of McDougall  
Township of Seguin  
Town of Parry Sound



# Seguin Township

5 Humphrey Drive,  
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Fax: (705) 732-6347  
[www.seguin.ca](http://www.seguin.ca)

## SENT VIA EMAIL

September 7<sup>th</sup>, 2023

Township of Carling Council ([kmcllwain@carling.ca](mailto:kmcllwain@carling.ca))  
Municipality of McDougall Council ([lwest@mcdougall.ca](mailto:lwest@mcdougall.ca))  
Township of McKellar Council ([clerk@mckellar.ca](mailto:clerk@mckellar.ca))  
Town of Parry Sound Council ([rjohnson@parrysound.ca](mailto:rjohnson@parrysound.ca))  
Township of The Archipelago Council ([mmartin@thearchipelago.ca](mailto:mmartin@thearchipelago.ca))  
Municipality of Whitestone Council ([michelle.hendry@whitestone.ca](mailto:michelle.hendry@whitestone.ca))

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**Re: Amalgamation – Seguin Council Resolution No. 2023-263**

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Members of Council,

Please find attached for your information Township of Seguin Council Resolution No. 2023-263 related to amalgamation which was passed by Seguin Council at its regular meeting held September 5<sup>th</sup>, 2023.

Regards,

Craig Jeffery  
Clerk

encl.





Resolution No. 2023-263

**The Corporation of  
the Township of Seguin**

Moved by Mario Buszynski

Seconded by Ken Adams Date Sept 5/23 2023

*Seguin Township is opposed to any form of amalgamation.*

**DIVISION LIST**   Yea   Nay   Absent   Abstain

Adams	<u>✓</u>	<u>   </u>	<u>   </u>	<u>   </u>
Buszynski	<u>✓</u>	<u>   </u>	<u>   </u>	<u>   </u>
Collins	<u>✓</u>	<u>   </u>	<u>   </u>	<u>   </u>
Fellner	<u>   </u>	<u>   </u>	<u>   </u>	<u>✓</u>
Finnson	<u>   </u>	<u>✓</u>	<u>   </u>	<u>   </u>
Getty	<u>✓</u>	<u>   </u>	<u>   </u>	<u>   </u>
MacDiarmid	<u>   </u>	<u>✓</u>	<u>   </u>	<u>   </u>

CARRIED A.P.M  
DEFEATED



## MATACHEWAN

PO Box 177 , Matachewan , Ontario , P0K 1M0  
Tel: 705-565-2274

August 16, 2023

## RESOLUTION

**Resolution # 2023-252**

**Agenda Item # 8.2 Regular Council Meeting**

**Moved By :** Emily Stewart

**Seconded By :** Dianne Gilbert

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

**WHEREAS**, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

**WHEREAS**, several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

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

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

**WHEREAS**, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

**NOW**, therefore be it resolved that the Council of the Corporation of the Township of Matachewan supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

**ALSO BE IT RESOLVED** that the legislation encompass the Association of Municipalities of Ontario's recommendations for:

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

**WHEREAS**, this legislation be prioritized for the fall of 2023 given the urgency of this issue; and

**FURTHERMORE**, this resolution be sent to the Premier of Ontario, MPP Fedeli, Minister of Municipal Affairs, Associate Minister of Women's Social and Economic Opportunity, AMO and all municipalities.

**Carried**

\_\_\_\_\_  
Mike Young  
Deputy Mayor

\_\_\_\_\_  
Cheryl Swanson  
Clerk

**COPY**

*Signatures on file*



September 14, 2023

RE: Town of Parry Sound Correspondence – Area Wide Simplified Governance Model

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At the Regular Meeting of Council for the Township of Carling held on September 12, 2023 Council passed the following resolution:

**23-043**

**Moved by Councillor Cook  
Seconded by Councillor Kelly**

**WHEREAS** the, majority of Parry Sound Municipalities did not agree to participate in an area wide study with respect to governance.

**AND WHEREAS** as the Town of Parry Sound has now requested the Minister of Municipal Affairs and Housing the Honorable Paul Calandra to appoint a third party to do an “Area -Wide Simplified Governance Model Study”.

**AND WHEREAS** Minister Steve Clark and MPP Graydon Smith assured municipalities that amalgamation or de amalgamation would not be forced.

**NOW THEREFORE BE IT RESOLVED** that the Council for the Township of Carling does not support any form of area study and does not support amalgamation.

**Carried**

**Recorded Vote:**

Mayor Murphy – Yes  
Councillor Cook-Yes  
Councillor Doubrough – Yes  
Councillor Kelly – Yes  
Councillor Wing – Yes

If you require further information, please do not hesitate to contact the undersigned at 705-342-5856 ext. 9181 or mtaylor@carling.ca

Sincerely

A handwritten signature in cursive script, appearing to read "Mackenzie Taylor".

Mackenzie Taylor  
Deputy Clerk

c.c. Honourable Doug Ford, Premier of Ontario  
Honourable Graydon Smith, MPP Parry Sound-Muskoka  
Honourable Paul Calandra, Minister of Municipal Affairs and Housing  
Municipality of McDougall  
Township of McKellar  
Township of Seguin  
Municipality of Whitestone  
Township of the Archipelago  
Shawanaga First Nation  
Wasauksing First Nation



September 14, 2023

RE: West Parry Sound Recreation and Culture Centre Public Update Request

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At the Regular Meeting of Council for the Township of Carling held on September 12, 2023  
Council passed the following resolution:

**23-040**

**Moved by Councillor Doubrough  
Seconded by Councillor Kelly**

**NOW THEREFORE BE IT RESOLVED** that the Council for the Township of Carling requests the West Parry Sound Recreation and Culture Centre Board to release an update on the progress of the Pool and Wellness Center to the public.

**Carried**

If you require further information, please do not hesitate to contact the undersigned at 705-342-5856 ext. 9181 or [mtaylor@carling.ca](mailto:mtaylor@carling.ca)

Sincerely

Mackenzie Taylor  
Deputy Clerk