

CORPORATION OF THE TOWNSHIP OF MCKELLAR

December 17, 2024 – 6:30 p.m.

AMENDED AGENDA

Topic: Regular Meeting of Council

Time: December 17, 2024 6:30 P.M. [Closed Session beginning at 6:00 p.m.]

Location: Council Chambers, 701 Highway 124 McKellar, ON P0G 1C0

Join Zoom Meeting

<https://us06web.zoom.us/j/82992208809>

Dial by your location
+1 647 374 4685 Canada
+1 647 558 0588 Canada

24-658
2024-87

1st Resolution
1st By-law

1. CALL TO ORDER
2. ROLL CALL
3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF
4. ADOPTION OF AGENDA
5. CLOSED SESSION
 - 5.1 Minutes of Closed Session – December 3, 2024; December 5, 2024; and December 10, 2024
 - 5.2 Personal matters about an identifiable individual; pursuant to Ontario Municipal Act Section 239(2) (b) – Appointment (1) and Resignation (1) from Township Boards/Committees; Appointments to the Fire Department; **Contract Negotiations with an Independent Contractor**
6. CALL TO ORDER
7. RESPECT AND ACKNOWLEDGMENT DECLARATION

In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.
8. ROLL CALL - **REGULAR SESSION 6:30pm (Public can join via Zoom)**

- 9. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 10. PUBLIC MEETING**
 - 10.1 Original Road Allowance Closure between Part Lot 1, Concession 9, in the Municipality of McDougall, in the District of Parry Sound; and Part Lot 35, Concession 5, in the Township of McKellar, in the District of Parry Sound, designated as Parts 1-10 on Registered Plan 42R22594 (185 Hurdville Road – Bracken)
- 11. DELEGATIONS AND PRESENTATIONS**
 - 11.1 Auditor Financial 2023 Statement Presentation, Pahapill & Associates Professional Corporation
- 12. COMMITTEE OF THE WHOLE**
- 13. MOTION TO REVIEW A PREVIOUS MOTION**
- 14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)**
 - 14.1 December 3, 2024 Regular Meeting of Council; and December 5, 2024 and December 10, 2024 Special Meetings of Council
- 15. PLANNING MATTERS**
 - 15.1 Deem Parts 1-10 on Registered Plan 42R22594 Surplus (Original Road Allowance at 185 Hurdville Road)
 - 15.2 Appointments to the Committee of Adjustment
- 16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**
 - 16.1 October 23, 2024 Minutes of the District of Parry Sound West (Belvedere Heights) Board of Management
 - 16.2 September 30, 2024 and October 29, 2024 Minutes of the Township of McKellar Public Library Board
 - 16.3 October 16, 2024 & November 27, 2024 Minutes of the NBPSDHU Board of Health; April 24, 2024 Minutes of the Personnel Policy, Employee/Labour Relations Committee; June 26, 2024 Minutes of the Finance and Property Committee of the Board of Health
- 17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**
 - 17.1 McKellar Market Annual Report 2024
 - 17.2 FD-2024-24 Month End Status Update for November 2024
 - 17.3 Accounts Payable Preliminary Cheque Run Report for November 2024
- 18. MAYOR'S REPORT**
 - 18.1 2024 Year-End Report from Council

19. CORRESPONDENCE FOR CONSIDERATION

- 19.1 Town of Parry Sound Resolution No. 2024-184 Parry Sound Post Office
74 James Street
 - (i) Township of Seguin Support Resolution No. 2024-363
- 19.2 Parry Sound Curling Club, Request for Support for Accessibility
Infrastructure Improvements Funding
- 19.3 District of Parry Sound Services Administration Board CAO's Report for
October 2024

20. MOTION AND NOTICE OF MOTION

- 20.1 Authorization to Cancel Vianet Internet Service for the Municipal Building
Located at 701 Highway 124

21. BY-LAWS

- 21.1 By-law No. 2024-82 Being a By-law to Amend By-law No. 95-12, with
respect to lands legally described as CON 12 PT LOTS 33 TO 35 RP
42R7768 PARTS 5, 6 AND 7 RP 42R21796 PART 1 McKellar (McKellar-
Ferguson Boundary Road - McBride)
- 21.2 By-law No. 2024-88 Being a By-law to Stop Up, Close and Sell Part of
the Original Road Allowance between Part Lot 1, Concession 9, in the
Municipality of McDougall, in the District of Parry Sound; and Part Lot 35,
Concession 5, in the Township of McKellar, in the District of Parry Sound,
designated as Parts 1-10 on Registered Plan 42R22594 (Bracken)
- 21.3 By-law No. 2024-89 Being a By-law to Enter into an Agreement with
SimplyCast for Notification Software
- 21.4 By-law No. 2024-90 Being a By-law to Authorize a Loan Guarantee for
the Belvedere Heights Home for the Aged Board of Management
- ~~21.5 By-law No. 2024-91 Being a By-law to Authorize the Execution of an
Agreement for a By-law Enforcement Officer for the Township of McKellar
and to Appoint a By-law Enforcement Officer for the Township of
McKellar~~

22. UNFINISHED BUSINESS

- 22.1 Unfinished Business as of December 17, 2024

23. NEW BUSINESS

24. PUBLIC NOTICES, ANNOUNCEMENTS, INQUIRIES AND REPORTS BY COUNCIL MEMBERS

25. CONSENT AGENDA – CORRESPONDENCE

- 25.1 AMO Watchfile – November 28, 2024 & December 5, 2024
- 25.2 Ministry of Municipal Affairs and Housing, Additional Residential Units
- 25.3 Solicitor General, 2025 OPP Annual Statement, Proposed Billing
Changes for the Township of McKellar

- 25.4 The Labour Market Group
 - (i) October 2024 Jobs Report
 - (ii) November 2024 Publication

26. QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON AGENDA)

27. CONFIRMING BY-LAW

27.1 By-law 2024-92 - Confirming the Proceedings of Council

28. ADJOURNMENT

Instructions for Joining the Council Meeting

1. Please try to sign in between 6:20 p.m. to 6:30 p.m. if possible; you are still welcome to sign in after 6:30 p.m. if necessary.
2. Please wait to be let in the 'meeting room'; this won't take long.
3. Please have your mic and video on mute unless you are speaking; this ensures there are no distractions or background noise to disrupt the meeting.
4. When you sign in, please sign in with your full name (first and last), not a company name.
5. A question-and-answer opportunity will be available at the end of the meeting, as per normal protocol, or during the Public Meeting.
6. If you have permission to speak please identify yourself (first and last name).
7. Please respect meeting protocol and do not interrupt the meeting. The Municipality reserves the right to remove attendees who are disruptive or disrespect meeting protocol.

**THE CORPORATION OF THE MUNICIPALITY OF MCDUGALL
THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**

PUBLIC NOTICE

TAKE NOTICE that the Council for the Corporation of the Municipality of McDougall and the Council for the Corporation of the Township of McKellar proposes to enact by-laws to declare to be surplus and to stop up, close and sell part of an Original Road Allowance set out and described as follows:

Part of the Original Road Allowance laid out between the Municipality of McDougall and Township of McKellar between Part Lot 1, Concession 9, in the geographic Township of McDougall, now in the Municipality of McDougall, in the District of Parry Sound, and Part Lot 35, Concession 5 Township of McKellar, in the District of Parry Sound, designated as Parts 1-10 on Registered Plan 42R22594 received and deposited October 11, 2024 in the Land Registry Office for the Land Titles Division of Parry Sound.

The proposed By-Laws will come before the said Councils for consideration at;

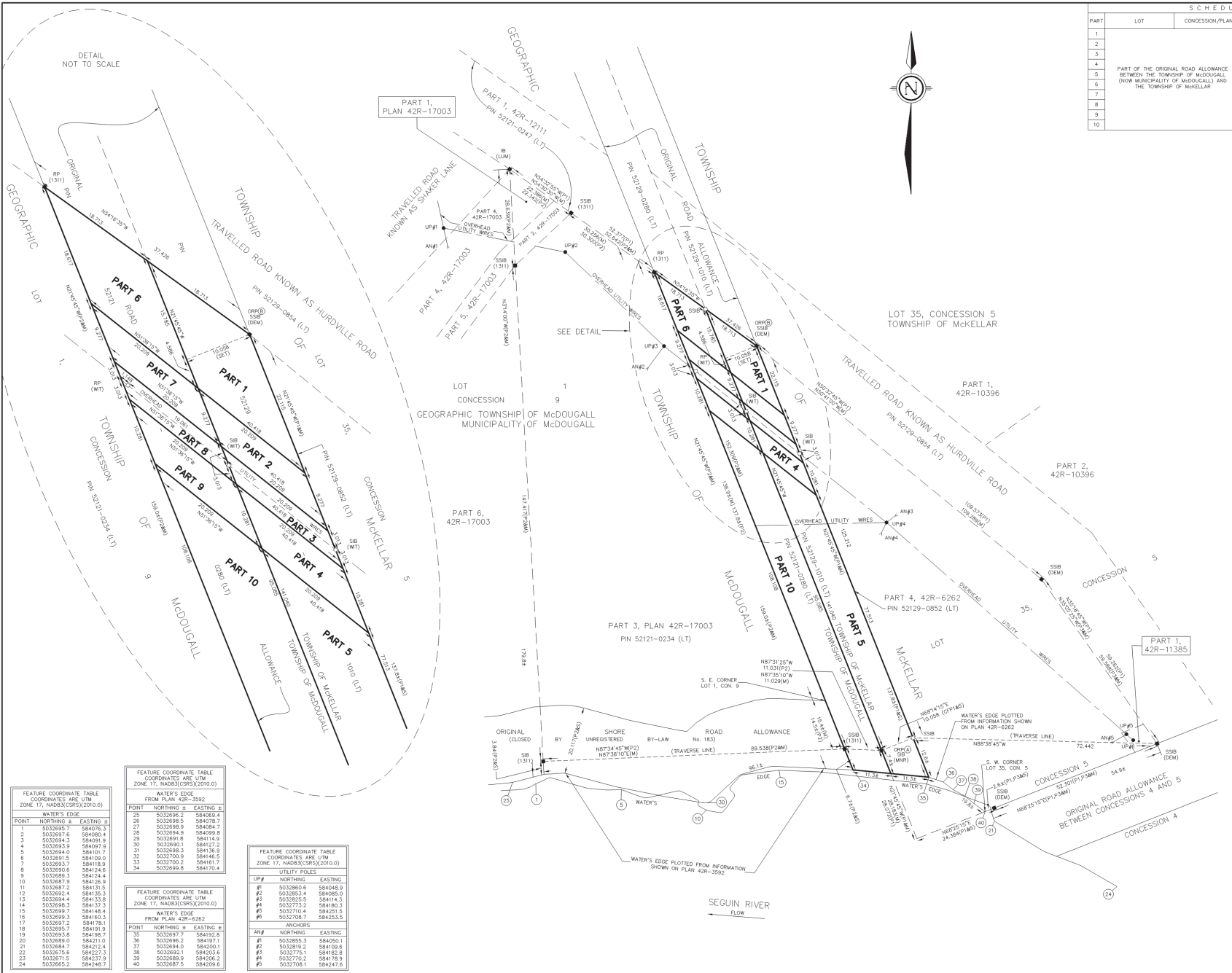
The **Municipality of McDougall** regular public meeting to be held at the Municipal Council Chambers, in the Nobel Community Hall, in the Municipality of McDougall at 145 Hammel Avenue, McDougall, Ontario, P2A 2W9, on the 18th day of December, 2024 at the hour of 7:00 o'clock in the evening, and at that time, the Council will consider the comments, submitted orally or in writing, of any person or by his, her or its Counsel, solicitor or agent any person who claims that his, her or its land will be prejudicially affected, and who applies to be heard.

The **Township of McKellar** regular public meeting to be held at Municipal Council Chambers, in the Township of McKellar at 701 Highway 124 McKellar, Ontario, P0G 1C0, on the 17th day of December, 2024 at the hour of 6:30 p.m., and at that time, the Council will consider the comments, submitted orally or in writing, of any person or by his, her or its Counsel, solicitor or agent any person who claims that his, her or its land will be prejudicially affected, and who applies to be heard.

Written comments must be submitted to the person named below at the address indicated below by the 10th day of December, 2024 at 4:30 o'clock in the afternoon.

Dated at the Municipality of McDougall this 12th day of November, 2024.

<p>Municipality of McDougall Lori West, Clerk 5 Barager Blvd. McDougall ON P2A 2W9 lwest@mcdougall.ca</p>	<p>Township of McKellar Karlee Britton, Clerk/Administrator 701 Highway 124 McKellar, ON P0G 1C0 deputyclerk@mckellar.ca</p>
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SCHEDULE				
PART	LOT	CONCESSION/PLAN	PIN	AREA (HECTARES)
1				0.021 Ha.
2				0.009 Ha.
3				0.006 Ha.
4				0.010 Ha.
5				0.097 Ha.±
6				0.020 Ha.
7				0.009 Ha.
8				0.008 Ha.
9				0.010 Ha.
10				0.109 Ha.±

PLAN 42R-22594
 Received and deposited
 October 11th, 2024
 Elizabeth Borrow
 Representative for the
 Land Registrar for the
 Land Titles Division of
 Parry Sound (No.42)

PLAN OF SURVEY OF
 PART OF THE ORIGINAL ROAD ALLOWANCE
 BETWEEN THE TOWNSHIP OF McDOUGALL
 (NOW MUNICIPALITY OF McDOUGALL)
 AND THE TOWNSHIP OF MCKELLAR
 DISTRICT OF PARRY SOUND

TULLOCH GEOMATICS INC.
 2024
 SCALE 1:500
 5m 0 5 10m

THE INTENDED PLOT SIZE OF THIS PLAN IS 914.4mm IN WIDTH BY 609.6mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:500.
METRIC:
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
DISTANCE NOTE:
 DISTANCES SHOWN HEREON CAN BE CONVERTED TO UTM GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99955.
BEARING NOTE:
 BEARINGS ARE UTM GRID AND ARE DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY REAL TIME NETWORK (RTN) GNSS OBSERVATIONS AND THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 17 (8100° WEST LONGITUDE), NAD83 (CSRS) (2010.0).
ROTATION NOTE:
 A ROTATION OF 0.04925° COUNTER CLOCKWISE HAS BEEN APPLIED TO THE ASTRONOMIC BEARINGS OF UNDERLYING PLANS 42R-6262, 42R-17003 AND 42R-11385 TO ACCOUNT FOR DIFFERENT REFERENCE MERIDIANS.

WATER NOTE:
 THE WATER'S EDGE OF THE SEQUIN RIVER AS ESTABLISHED BY SURVEY AND SHOWN HEREON HAS BEEN ACCEPTED AS THE BEST AVAILABLE EVIDENCE OF THE ORIGINAL WATER'S EDGE AS IT EXISTED AT THE TIME OF THE ORIGINAL SURVEY OF THE GEOGRAPHIC TOWNSHIP OF McDOUGALL AND THE TOWNSHIP OF MCKELLAR.

LEGEND:
 ■ DENOTES SURVEY MONUMENT FOUND
 □ DENOTES SURVEY MONUMENT SET
 SIB DENOTES STANDARD IRON BAR
 SSB DENOTES SHORT STANDARD IRON BAR
 IB DENOTES IRON BAR
 RP DENOTES IRON ROD
 WT DENOTES WITNESS MONUMENT
 M DENOTES METEORITE
 D DENOTES DEPOSIT
 OF DENOTES CALCULATED FROM
 ORP DENOTES OBSERVED REFERENCE POINT
 DEM DENOTES DOWNSIDE E. MAZE, O.L.S.
 LUM DENOTES L. U. MAUGHAN COMPANY LIMITED, O.L.S.
 1311 DENOTES MINISTRY OF NATURAL RESOURCES
 AN# DENOTES PAUL F. FORUM, O.L.S.
 P# DENOTES PLAN 42R-6262
 P2 DENOTES PLAN 42R-17003
 P3 DENOTES PLAN 42R-11385
 UP# DENOTES UTILITY POLE
 AN DENOTES ANCHOR

INTEGRATION COORDINATE TABLE			
OBSERVED REFERENCE POINTS DERIVED FROM GNSS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED TO UTM ZONE 17 (8100° WEST LONGITUDE), NAD83 (CSRS) (2010.0).			
COORDINATES TO RURAL ACCURACY PER SECTION 14 (2) OF OREG. 216/10.			
ORP	EXISTING		
A	5032705.624	584178.857	584418.264
B	5032655.605		
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.			

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 (1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYOR'S ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
 (2) THIS PLAN WAS COMPLETED ON THE 14th DAY OF MAY, 2024.

JULY 30, 2024
 DATE
 DARREN R. WALKER
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-84128.

TULLOCH
 5 SEQUIN ST., T. 705.746.8454
 PARRY SOUND, ONT. L9Y 7G5
 P2A 1A3 F. 705.746.8685
 IF. 1.800.797.2997
 20240908@tulloch.on.ca
 DRAWN BY: R.J.N. FILE: 232942

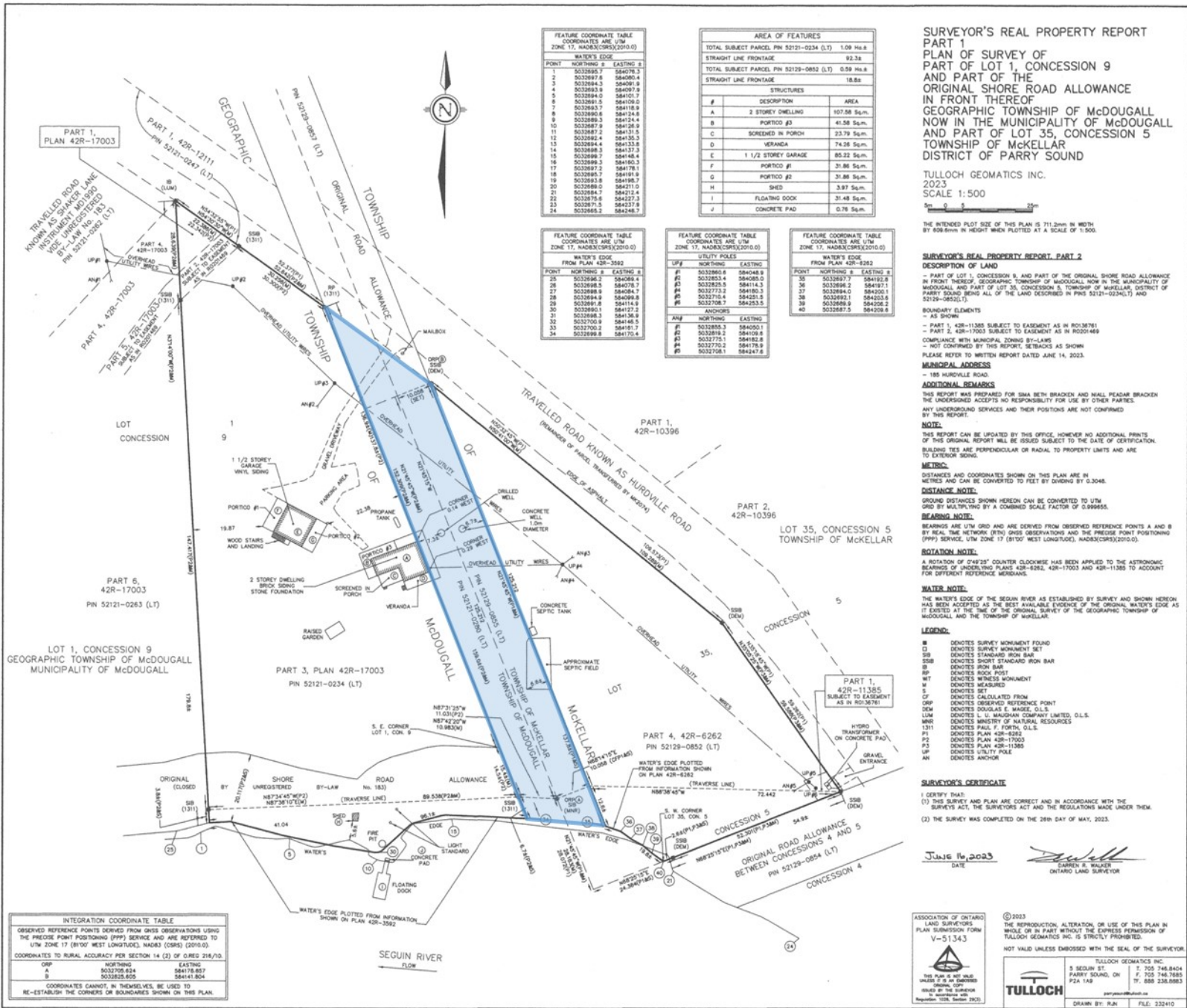
FEATURE COORDINATE TABLE COORDINATES ARE UTM ZONE 17, NAD83(CSRS)(2010.0)		
POINT	NORTHING	EASTING
1	5032696.7	584076.3
2	5032697.4	584080.4
3	5032694.3	584076.3
4	5032693.3	584097.9
5	5032694.0	584101.7
6	5032691.5	584109.0
7	5032693.7	584118.9
8	5032690.6	584124.6
9	5032692.3	584154.4
10	5032687.9	584126.9
11	5032687.2	584153.3
12	5032692.4	584133.3
13	5032694.4	584133.8
14	5032698.3	584137.3
15	5032699.7	584148.4
16	5032699.3	584160.3
17	5032697.2	584178.1
18	5032695.7	584191.9
19	5032693.8	584198.7
20	5032699.0	584211.0
21	5032694.7	584212.4
22	5032678.6	584237.3
23	5032691.5	584237.8
24	5032685.2	584248.7

FEATURE COORDINATE TABLE COORDINATES ARE UTM ZONE 17, NAD83(CSRS)(2010.0)		
POINT	NORTHING	EASTING
25	5032696.2	584058.4
26	5032698.5	584078.7
27	5032699.9	584084.7
28	5032694.9	584099.8
29	5032698.8	584114.9
30	5032690.1	584127.2
31	5032698.3	584136.9
32	5032700.9	584146.5
33	5032700.2	584117.1
34	5032699.9	584170.4

FEATURE COORDINATE TABLE COORDINATES ARE UTM ZONE 17, NAD83(CSRS)(2010.0)		
POINT	NORTHING	EASTING
35	5032697.7	584101.8
36	5032696.2	584197.1
37	5032690.0	584200.1
38	5032692.1	584203.6
39	5032699.9	584206.5
40	5032687.5	584209.6

FEATURE COORDINATE TABLE COORDINATES ARE UTM ZONE 17, NAD83(CSRS)(2010.0)		
UP#	NORTHING	EASTING
#1	5032680.6	584048.9
#2	5032683.4	584085.0
#3	5032685.5	584118.3
#4	5032773.2	584180.3
#5	5032710.4	584221.5
#6	5032708.7	584235.5

ANCHORS		
AN#	NORTHING	EASTING
#1	5032885.3	584050.1
#2	5032691.6	584048.9
#3	5032775.1	584182.8
#4	5032770.4	584178.9
#5	5032708.1	584247.6



FEATURE COORDINATE TABLE
COORDINATES ARE UTM
ZONE 17, NAD83(CRS)2010.0

POINT	NORTHING	EASTING
1	5032895.7	584078.3
2	5032897.3	584081.9
3	5032894.3	584089.9
4	5032892.0	584097.9
5	5032893.7	584105.7
6	5032891.5	584109.0
7	5032894.0	584115.9
8	5032890.6	584124.6
9	5032896.3	584131.4
10	5032897.9	584128.9
11	5032887.2	584131.4
12	5032892.4	584135.3
13	5032894.4	584131.8
14	5032888.3	584137.3
15	5032899.7	584148.4
16	5032899.3	584160.3
17	5032897.2	584161.1
18	5032895.7	584169.9
19	5032893.8	584198.7
20	5032899.0	584211.0
21	5032894.1	584215.4
22	5032878.6	584227.3
23	5032871.5	584231.8
24	5032865.2	584248.7

AREA OF FEATURES

TOTAL SUBJECT PARCEL PIN 52121-0234 (LT)	1.09 Ha.8
STRAIGHT LINE FRONTAGE	92.36
TOTAL SUBJECT PARCEL PIN 52129-0852 (LT)	0.59 Ha.8
STRAIGHT LINE FRONTAGE	18.86

STRUCTURES	AREA	
A	2 STOREY DWELLING	107.88 Sq.m.
B	PORTRCO #3	41.58 Sq.m.
C	SCREENED IN PORCH	23.79 Sq.m.
D	VERANDA	74.36 Sq.m.
E	1 1/2 STOREY GARAGE	85.22 Sq.m.
F	PORTRCO #1	31.88 Sq.m.
G	PORTRCO #2	31.88 Sq.m.
H	SHED	3.97 Sq.m.
I	FLOATING DOCK	31.48 Sq.m.
J	CONCRETE PAD	0.78 Sq.m.

FEATURE COORDINATE TABLE
COORDINATES ARE UTM
ZONE 17, NAD83(CRS)2010.0

POINT	NORTHING	EASTING
25	5032896.2	584084.4
26	5032898.5	584078.7
27	5032894.0	584081.9
28	5032894.9	584098.8
29	5032891.8	584105.7
30	5032895.1	584127.2
31	5032898.9	584131.8
32	5032700.9	584161.7
33	5032898.8	584171.7

FEATURE COORDINATE TABLE
COORDINATES ARE UTM
ZONE 17, NAD83(CRS)2010.0

UTILITY POLES	COORDINATES ARE UTM ZONE 17, NAD83(CRS)2010.0	
UP#1	NORTHING	EASTING
#1	5032880.8	584048.8
#2	5032813.4	584080.8
#3	5032825.5	584114.3
#4	5032772.2	584180.3
#5	5032710.4	584251.5
#6	5032788.7	584253.5

FEATURE COORDINATE TABLE
COORDINATES ARE UTM
ZONE 17, NAD83(CRS)2010.0

ANCHORS	COORDINATES ARE UTM ZONE 17, NAD83(CRS)2010.0	
AN#1	NORTHING	EASTING
#1	5032885.3	584020.1
#2	5032819.2	584109.4
#3	5032775.1	584192.8
#4	5032702.2	584178.9
#5	5032708.1	584247.6

SURVEYOR'S REAL PROPERTY REPORT PART 1
PLAN OF SURVEY OF CONCESSION 9
AND PART OF THE ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT THEREOF
GEOGRAPHIC TOWNSHIP OF McDOUGALL
NOW IN THE MUNICIPALITY OF McDOUGALL
AND PART OF LOT 35, CONCESSION 5
TOWNSHIP OF MCKELLAR
DISTRICT OF PARRY SOUND

TULLOCH GEOMATICS INC.
 2023
 SCALE 1:500

THE INTENDED PLOT SIZE OF THIS PLAN IS 711.2mm IN WIDTH BY 508.5mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:500.

SURVEYOR'S REAL PROPERTY REPORT PART 2
DESCRIPTION OF LAND

- PART OF LOT 1, CONCESSION 9, AND PART OF THE ORIGINAL SHORE ROAD ALLOWANCE IN FRONT THEREOF, GEOGRAPHIC TOWNSHIP OF McDOUGALL, NOW IN THE MUNICIPALITY OF McDOUGALL, AND PART OF LOT 35, CONCESSION 5, TOWNSHIP OF MCKELLAR, DISTRICT OF PARRY SOUND BEING ALL OF THE LAND DESCRIBED IN PINS 52121-0234(LT) AND 52129-0852(LT).

BOUNDARY ELEMENTS
 - AS SHOWN
 - PART 1, 42R-11385 SUBJECT TO EASEMENT AS IN R001861
 - PART 2, 42R-17003 SUBJECT TO EASEMENT AS IN R0021489

COMPLIANCE WITH MUNICIPAL ZONING BY-LAW
 - NOT CONFIRMED BY THIS REPORT, SE TRACKS AS SHOWN
 PLEASE REFER TO WRITTEN REPORT DATED JUNE 14, 2023.

MUNICIPAL ADDRESS
 - 185 HURVILLE ROAD

ADDITIONAL REMARKS
 THIS REPORT WAS PREPARED FOR SIMA BETH BRACKEN AND NIAL PEADAR BRACKEN THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.
 ANY UNDERGROUND SERVICES AND THEIR POSITIONS ARE NOT CONFIRMED BY THIS REPORT.

NOTE:
 THIS REPORT CAN BE UPDATED BY THIS OFFICE, HOWEVER NO ADDITIONAL PRINTS OF THIS ORIGINAL REPORT WILL BE ISSUED SUBJECT TO THE DATE OF CERTIFICATION.
 BUILDING TIES ARE PERPENDICULAR OR RADIAL TO PROPERTY LIMITS AND ARE TO EXTERIOR SIDING.

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

DISTANCE NOTE:
 GROUND DISTANCES SHOWN HEREON CAN BE CONVERTED TO UTM GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.999855.

BEARING NOTE:
 BEARINGS ARE UTM GRID AND ARE DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY REAL TIME NETWORK (RTN) GNSS OBSERVATIONS AND THE PRECISE POINT POSITIONING (PPP) SERVICE, UTM ZONE 17 (81°00' WEST LONGITUDE), NAD83(CRS)2010.0.

ROTATION NOTE:
 A ROTATION OF 0°49'23" COUNTER CLOCKWISE HAS BEEN APPLIED TO THE ASTRONOMIC BEARINGS OF UNDERLYING PLANS 42R-6262, 42R-17003 AND 42R-11385 TO ACCOUNT FOR DIFFERENT REFERENCE MERIDIANS.

WATER NOTE:
 THE WATER'S EDGE OF THE SEQUIN RIVER AS ESTABLISHED BY SURVEY AND SHOWN HEREON HAS BEEN ACCEPTED AS THE BEST AVAILABLE EVIDENCE OF THE ORIGINAL WATER'S EDGE AS IT EXISTED AT THE TIME OF THE ORIGINAL SURVEY OF THE GEOGRAPHIC TOWNSHIP OF McDOUGALL AND THE TOWNSHIP OF MCKELLAR.

- LEGEND:**
- M DENOTES SURVEY MONUMENT FOUND
 - D DENOTES SURVEY MONUMENT SET
 - SB DENOTES STANDARD BORN BAR
 - SSB DENOTES SHORT STANDARD BORN BAR
 - RP DENOTES ROCK BORN
 - RP# DENOTES ROCK BORN MONUMENT
 - M DENOTES MEASURED
 - S DENOTES SET
 - CP DENOTES CALCULATED FROM
 - ORP DENOTES OBSERVED REFERENCE POINT
 - DDW DENOTES DOUGLAS E. WAGLE, O.L.S.
 - DDW DENOTES S. U. MANDARIN COMPANY LIMITED, O.L.S.
 - LMW DENOTES MINISTRY OF NATURAL RESOURCES
 - 1311 DENOTES PAUL F. FORTE, O.L.S.
 - P1 DENOTES PLAN 42R-6262
 - P2 DENOTES PLAN 42R-17003
 - P3 DENOTES PLAN 42R-11385
 - UP DENOTES UTILITY POLE
 - AN DENOTES ANCHOR

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
 (1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
 (2) THIS SURVEY WAS COMPLETED ON THE 28th DAY OF MAY, 2023.

JUNE 16, 2023
 DATE

[Signature]
 GARRY R. WALKER
 ONTARIO LAND SURVEYOR

INTEGRATION COORDINATE TABLE

OBSERVED REFERENCE POINTS DERIVED FROM GNSS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED TO UTM ZONE 17 (81°00' WEST LONGITUDE), NAD83 (CRS) (2010.0). COORDINATES TO RURAL ACCURACY PER SECTION 14 (2) OF OREG 216/10.

GRP	NORTHING	EASTING
A	5032705.824	584178.857
B	5032825.855	584141.824

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

ASSOCIATION OF ONTARIO LAND SURVEYORS
 PLAN SUBMISSION FORM
 V-5134.3

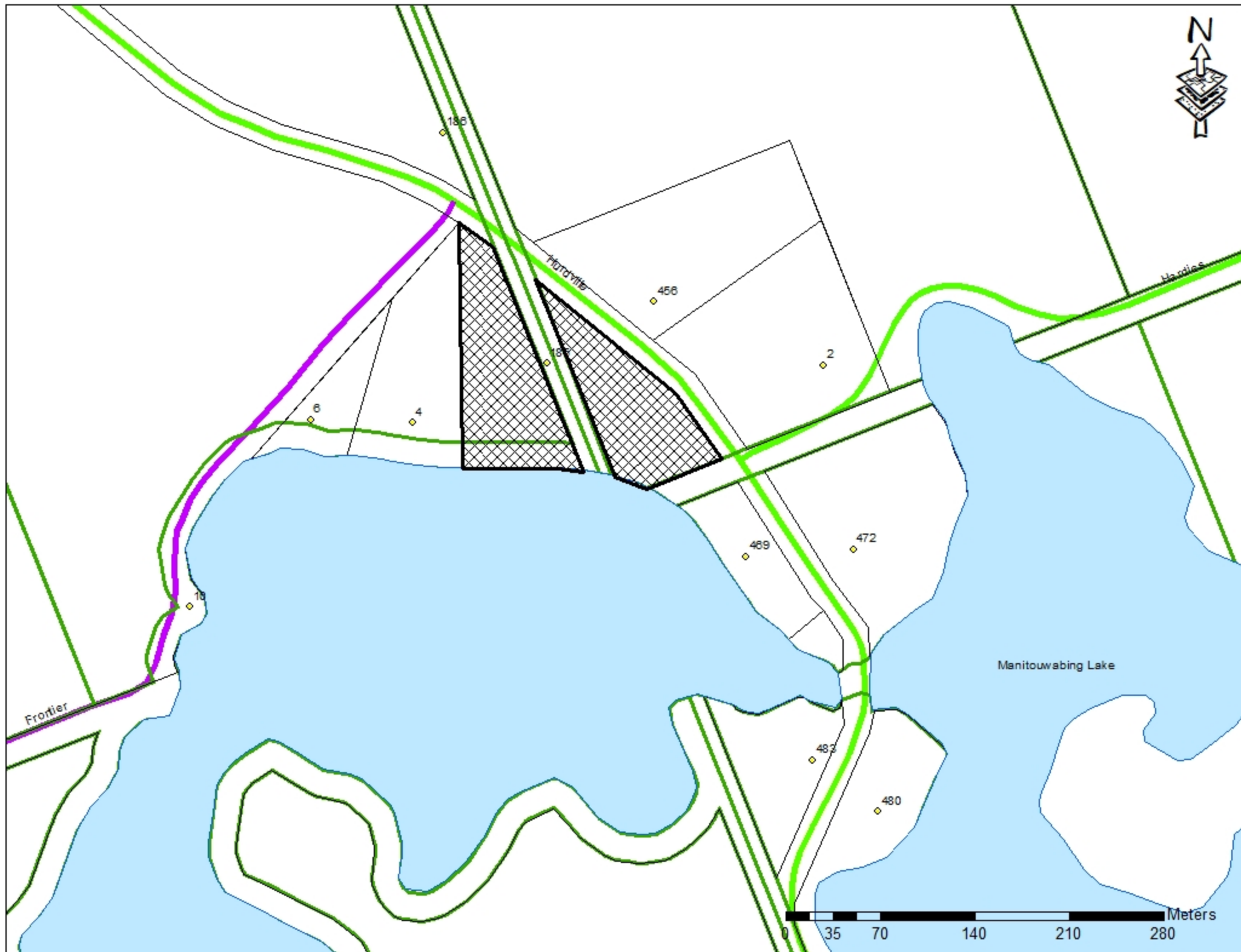
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TULLOCH GEOMATICS INC.
 3 SEQUIN ST.
 PARRY SOUND, ON
 P2A 1A9
 T: 705 746.8424
 F: 705 746.7885
 TR: 888 238.8883
 www.tullochgeom.com

DRAWN BY: RLK
 FILE: 232410

ACAD FILE: P:\2023\232410\geomat\06 Production\232410 98PP 500m.dwg





TOWNSHIP OF MCKELLAR
701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0
Phone: (705) 389-2842 Fax: (705) 389-1244

APPLICATION FOR ROAD CLOSURE AUTHORIZED UNDER BY-LAW 2011-24

1. Application to be completed in full.

2. **Fee: \$750.00**

Includes costs of photocopying, postage, holding of special meeting, and any other directly relatable expenditure over and above normal municipal staff administrative costs, and shall exclude any costs associated with the participation of professionals, such as surveyors, planners or solicitors.

3. **Deposit: \$1,000.00**

The applicant shall reimburse the Township on demand for all costs incurred in the processing of the application, including but not limited to the costs of professional planning services, surveying, legal fees, costs relating to the serving of notices and advertising and survey fees. A deposit of \$1,000.00 shall be required to cover above costs, which shall be returned if no additional costs are incurred or a further deposit may be required to cover additional costs.

4. Application to be signed by owner or authorized agent only.

5. The consideration of this application does not make the Township liable for any of the applicant's costs for legal, surveying, or other professional costs.

Name of Applicant: NIALL & SIMA BRACKEN

Mailing Address of Applicant: 185 HURDVILLE ROAD
McDOUGALL ON P2A 0B3

Owner's Property Description and Address: _____

Names and Addresses of Adjacent Owners (each side): _____

Description of Lands for Closure: UNOPEN ROAD ALLOWANCE
WEST OF PARTY 4, 42R-6262 TOWNSHIP OF MCKELLAR

Agent Authorization

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be attached to this form or the authorization set out below must be completed. Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for the purchase of a road allowance, and I authorize _____ to make this application on my behalf.

Date

Signature of Owner

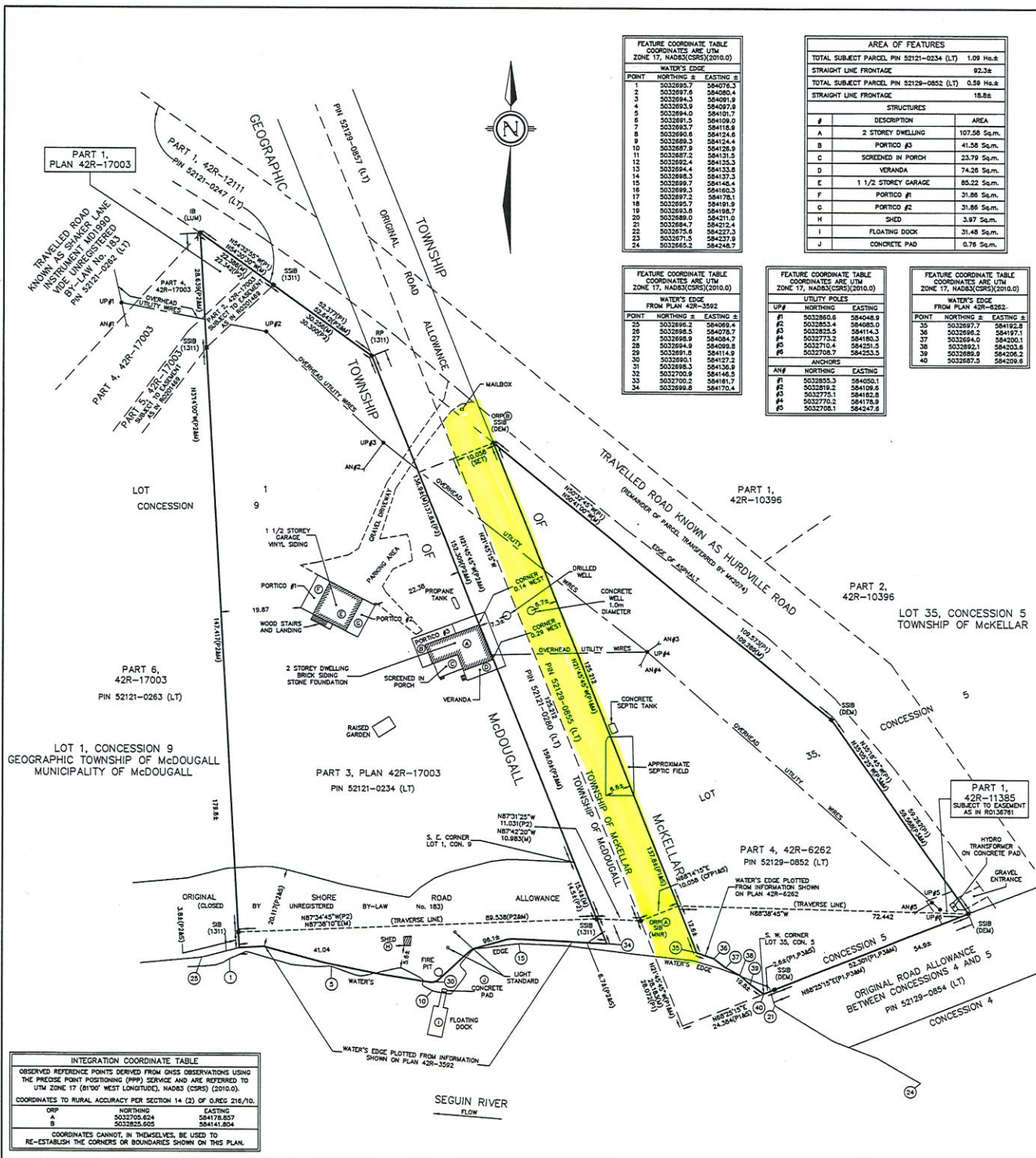
Payment of Fees (this section must be completed for the application to be processed)

As of the date of this application, I hereby agree to pay for and bear the entire cost and expense for any legal, and/or external planning consulting expenses incurred by the Township of McKellar during the processing of this application, in addition to any application fee set by the Township of McKellar.

Sept 1 / 2023
Date

Mall Bradley-Linn & B. Bracken
Signature of Owner

PLEASE ATTACH A DETAILED SKETCH OR MAP OF THE LANDS PERTAINING TO THIS APPLICATION.



SURVEYOR'S REAL PROPERTY REPORT PART 1
PLAN OF SURVEY OF
PART OF LOT 1, CONCESSION 9
AND PART OF THE
ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT THEREOF
GEOGRAPHIC TOWNSHIP OF McDOUGALL
NOW IN THE MUNICIPALITY OF McDOUGALL
AND PART OF LOT 35, CONCESSION 5
TOWNSHIP OF McKELLAR
DISTRICT OF PARRY SOUND

TULLOCH GEOMATICS INC.
2023
SCALE 1:500

THE INTENDED PLOT SIZE OF THIS PLAN IS 711.2mm IN WIDTH
BY 609.6mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:500.

SURVEYOR'S REAL PROPERTY REPORT PART 2
DESCRIPTION OF LAND
= PART OF LOT 1, CONCESSION 9, AND PART OF THE ORIGINAL SHORE ROAD ALLOWANCE
IN FRONT THEREOF, GEOGRAPHIC TOWNSHIP OF McDOUGALL NOW IN THE MUNICIPALITY OF
McDOUGALL AND PART OF LOT 35, CONCESSION 5, TOWNSHIP OF McDOUGALL, DISTRICT OF
PARRY SOUND BEING ALL OF THE LAND DESCRIBED IN PINS 52121-0234(LT) AND
52129-0852(LT).

BOUNDARY ELEMNTS
- AS SHOWN
- PART 1, 42R-11385 SUBJECT TO EASEMENT AS IN R0130761
- PART 2, 42R-17003 SUBJECT TO EASEMENT AS IN R0201409
COMPLIANCE WITH MUNICIPAL ZONING BY-LAWS
= NOT CONFIRMED BY THIS REPORT, SETBACKS AS SHOWN
PLEASE REFER TO WRITTEN REPORT DATED JUNE 14, 2023.
MUNICIPAL ADDRESS
- 185 HURVILLE ROAD.
ADDITIONAL REMARKS
THIS REPORT WAS PREPARED FOR SMA BETH BRACKEN AND NALL PEADAR BRACKEN
THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.
ANY UNDERGROUND SERVICES AND THEIR POSITIONS ARE NOT CONFIRMED
BY THIS REPORT.

NOTE:
THIS REPORT CAN BE UPDATED BY THIS OFFICE, HOWEVER NO ADDITIONAL PRINTS
OF THIS ORIGINAL REPORT WILL BE ISSUED SUBJECT TO THE DATE OF CERTIFICATION.
BUILDING TIES ARE PERPENDICULAR OR RADIAL TO PROPERTY LIMITS AND ARE
TO EXTERIOR SIDING.
METRIC:
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048.
DISTANCE NOTE:
GROUND DISTANCES SHOWN HEREON CAN BE CONVERTED TO UTM
GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99995.
BEARING NOTE:
BEARINGS ARE UTM GRID AND ARE DERIVED FROM OBSERVED REFERENCE POINTS A AND B
BY REAL TIME NETWORK (RTN) GNSS OBSERVATIONS AND THE PRECISE POINT POSITIONING
(PPP) SERVICE, UTM ZONE 17 (81°07' WEST LONGITUDE), NAD83(CRS)(2010.0).
ROTATION NOTE:
A ROTATION OF 0°49'25" COUNTER CLOCKWISE HAS BEEN APPLIED TO THE ASTRONOMIC
BEARINGS OF UNDERLYING PLANS 42R-6262, 42R-17003 AND 42R-11385 TO ACCOUNT
FOR DIFFERENT REFERENCE MERIDIANS.

WATER NOTE:
THE WATER'S EDGE OF THE SEQUIN RIVER AS ESTABLISHED BY SURVEY AND SHOWN HEREON
HAS BEEN ACCEPTED AS THE BEST AVAILABLE EVIDENCE OF THE ORIGINAL WATER'S EDGE AS
IT EXISTED AT THE TIME OF THE ORIGINAL SURVEY OF THE GEOGRAPHIC TOWNSHIP OF
McDOUGALL AND THE TOWNSHIP OF McKELLAR.

LEGEND:

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- DENOTES STANDARD IRON BAR
- DENOTES SHORT STANDARD IRON BAR
- DENOTES IRON BAR
- DENOTES ROCK POST
- DENOTES WITNESS MONUMENT
- DENOTES MEASURED
- DENOTES SET
- DENOTES CALCULATED FROM
- DENOTES OBSERVED REFERENCE POINT
- DENOTES DOUGLAS E. WAGEL, O.L.S.
- DENOTES L.L. MASHAGH COMPANY LIMITED, O.L.S.
- DENOTES PAUL F. ORTIG, O.L.S.
- DENOTES MINISTRY OF NATURAL RESOURCES
- DENOTES PLAN 42R-6262
- DENOTES PLAN 42R-17003
- DENOTES PLAN 42R-11385
- DENOTES UTILITY POLE
- DENOTES ANCHOR

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE
SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
(2) THE SURVEY WAS COMPLETED ON THE 26th DAY OF MAY, 2023.

JUNE 16, 2023
DATE
DARRIN R. WALKER
ONTARIO LAND SURVEYOR

ASSOCIATION OF ONTARIO
LAND SURVEYORS
PLAN SUBMISSION FORM
V-51343

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5 SEQUIN ST.
PARRY SOUND, ON
P2A 1A9
T. 705 746-8404
F. 705 746-7688
T. 888 238-8883

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UNLESS IT IS AN EMBOSSED
ORIGINAL COPY
ISSUED BY THE SURVEYOR
(REGULATED UNDER THE SURVEYS ACT)

TULLOCH
DRAWN BY: R.J.N. FILE: 232410



CORPORATION OF THE TOWNSHIP OF MCKELLAR

DATE: August 1, 2023

RESOLUTION No. 23- 518
AGENDA ITEM No. 15.1.

Moved by: 

Seconded by: 

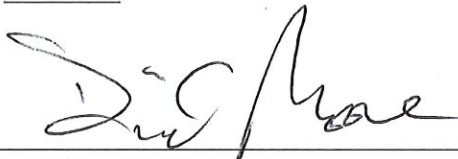
BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive Report PLN-2023-01 Road Allowance Closure Support in Principle (Bracken) from Deputy Clerk/Planning Assistant, Karlee Britton; and

FURTHER THAT Council does hereby approve the request in principle to Stop Up, Close and Sell part of the Original Road Allowance between CON 9 PT LOT 1 and CON 5 PT LOT 35; and

FURTHER direct staff to proceed with an application subject to By-law 2011-24, as amended; and

FURTHER to collectively work with the Municipality of McDougall to share costs where possible including but not limited to: advertising, ordering of an appraisal for the market value of each portion of road allowance and legal fees, *and survey costs.*

Carried Defeated Deferred


David Moore, Mayor

DIVISION VOTE

	YEA	NAY	ABSTAIN	ABSENT
Councillor Morley Haskim	___	___	___	___
Councillor Mike Kekkonen	___	___	___	___
Councillor Nick Ryeland	___	___	___	___
Councillor Debbie Zulak	___	___	___	___
Mayor David Moore	___	___	___	___



SCHEDULE "E"


**Township of McKellar
Request for Delegation/Deputation before Council**

Pursuant to By-law No. 2023-08, any person wishing to make a deputation before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Tuesday prior to the meeting the following week at which they wish to be heard. The written request shall be a detailed written submission that clearly outlines the matter that the deputation wishes to present to Council including the nature of the business to be discussed and the person(s) named to make the deputation. The detailed written submission, together with this form, shall be circulated with the Council Agenda. Please note that Deputations are limited to ten (10) minutes in length.

PLEASE PRINT

Name of Person to Appear: Andrew Pahapill	
Address: 2-75 Main St W	
Phone: _____	Home _____ Cell [REDACTED] Business _____
Name of person requesting appearance: Raven Ivany	
(if different from the person preparing the request)	
Phone: 7057880500	Home _____ Cell _____ Business _____
Name of Group or Person(s) being represented (if applicable) Pahapill and Associates Professional Corporation	
Meeting Date requested to appear before Council 12/17/24	
Subject Matter of Deputation: Auditor Financial Statement Presentation	

Detailed written submission must be attached or submitted to the Clerk (by 1:00 p.m. the Tuesday of the week prior to the Council Meeting).	

Signature: 	Date: 12/9/24



SCHEDULE "E" continued

Reminder: A signed detailed written submission must be provided to the Clerk's Office by 1:00 p.m. on the Tuesday of the week prior to the meeting the following week. Failure to provide a signed detailed written submission by the Tuesday of the week prior to the Council Meeting will result in the deputation not being placed on Council's Agenda.

Decorum dictates respect for all opinions and individuals are reminded there is zero tolerance for coarse language and inappropriate behaviour. By submitting this Form, you have indicated agreement with this requirement.

Signage shall be posted in the Council Chambers advising deputations, presenters and the Public that the Meeting proceedings are being audio recorded and will be made available on the municipal website. The Township assumes no liability for the recorded comments of the public that may be construed as false, defamatory or slanderous in nature.

Personal Information on this form is collected under the legal authority of the Municipal Act, S.O. 2001, c25, as amended. The information is collected and maintained for the purpose of creating a record that is available to the general public pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 (ontario.ca)

Correspondence to Council:

Be advised that Council and Committee meeting agendas, Minutes and correspondence are public documents and are published on the Township of McKellar website. When corresponding with the Township of McKellar, please be aware that personal correspondence or delegation materials (together with names, addresses, email addresses and phone numbers) may be included on the Council or Committee or Committee of Council meeting agenda and subsequently appear on the corporate website.

If you feel there is a compelling reason that your correspondence to Council should not be included on the agenda and released to the public, please notify the Clerk's office.



75 Main St W, Suite 2
Huntsville ON
P1H 1W9
(705) 788-0500 **office**
(705) 788-2503 **fax**
pahapill.ca

December 17, 2024

The Corporation of the Township of McKellar
Box 69
McKellar Ontario P0G 1C0

Dear Members of Council,

This letter has been prepared to assist you with your review of the consolidated financial statements of The Corporation of the Township of McKellar for the year ending December 31, 2023. We look forward to meeting with you and discussing the matters outlined below.

Significant Matters Arising

Other Matters

We have not identified any other significant matters that we wish to bring to your attention at this time.

Comments on Accounting Practices

Accounting Policies

The significant accounting policies used by the entity are outlined in the consolidated financial statements.

- a. There were no significant changes in accounting policies;
- a. We did not identify any alternative accounting policies that would have been more appropriate in the circumstances;
- b. We did not identify any significant accounting policies in controversial or emerging areas.

Significant Accounting Estimates

The following significant estimates/judgments are contained in the financial statements:

Allowanced for doubtful accounts

Value of inventory

Deferred revenue

Book value of capital assets

Based on audit work performed, we are satisfied with the estimates made by management.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a risk is not treated by a control or when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the consolidated financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

Significant Deficiencies in Internal Control *(continued)*

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of TCWG.

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies, apart from those outlined below:

Written Representations

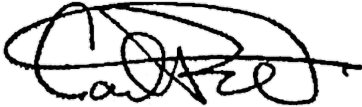
Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit.

This letter was prepared for the sole use of those charged with governance of The Corporation of the Township of McKellar to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



Carl Pahapill, CPA, CA LPA
Partner

Agreed to on behalf of The Corporation of the Township of McKellar by:

SIGN HERE

December 17, 2024
Date signed

December 17, 2024
Date signed

**THE CORPORATION OF THE
TOWNSHIP OF MCKELLAR
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2023**

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
INDEX TO CONSOLIDATED FINANCIAL STATEMENTS

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Financial Highlights	4
Consolidated Statement of Financial Position	5
Consolidated Statement of Operations and Accumulated Surplus	6
Consolidated Statement of Change in Net Financial Assets	7
Consolidated Statement of Cash Flow	8
Notes to the Consolidated Financial Statements	9 - 20
Schedule 1 - Consolidated Schedule of Tangible Capital Assets	21
Supplementary Financial Information - McKellar Library Board	22

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2023

Management's Responsibility for the Consolidated Financial Statements

The management of the Corporation of the Township of McKellar (the "Municipality") is responsible for the integrity, objectivity and accuracy of the financial information presented in the accompanying financial statements.

The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada ("CPA"). A summary of the significant accounting policies is described in Note 1 to the consolidated financial statements.

The Municipality's management maintains a system of internal controls designed to provide a reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The Audit Committee meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the approval of the consolidated financial statements.

The consolidated financial statements have been audited by Pahapill and Associates Professional Corporation, independent external auditors appointed by the Municipality. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's consolidated financial statements.

Karlee Britton
Clerk/Administrator

Roshan Kantiya
Treasurer/Tax Collector

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Township of McKellar

Opinion

We have audited the consolidated financial statements of The Corporation of the Township of McKellar, which comprise the consolidated statement of financial position as at December 31, 2023, and the consolidated statements of operations, the consolidated change in its net financial assets (debt) and its consolidated cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of McKellar as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Municipality to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Huntsville, Ontario

Pahapill and Associates Professional Corporation
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
2023 FINANCIAL HIGHLIGHTS

TAX RATES

	2023 Tax Rates (%)		2022 Tax Rates (%)	
	Township purposes	School Board purposes	Township purposes	School Board purposes
Residential and Farm	0.569540	0.153000	0.544300	0.153000
Farmland and Managed Forest	0.142385	0.038250	0.136075	0.038250
Commercial Occupied	0.626494	0.880000	0.598730	0.880000
Industrial Occupied	0.626494	0.880000	0.598730	0.880000

TRANSACTIONS FOR THE SCHOOL BOARDS

	2023	2022
Payable (Receivable) at the beginning of the year	\$ 32,709	\$ 17,168
Taxation and payments-in-lieu, net of adjustments	1,095,120	1,079,288
Remitted during the year	(1,125,979)	(1,063,747)
Payable (Receivable) at the end of the year	\$ 1,850	\$ 32,709

These revenues and expenditures are not reflected in the Consolidated Statement of Operations.

YEAR END BALANCE OF TRUST FUNDS UNDER ADMINISTRATION

	2023	2022
Trust Funds	\$ 56,997	\$ 51,485

NOTES

1. The 2023 financial report consolidates the operations, assets and liabilities of the Township and its local library board.
2. The above data has been extracted from the audited 2023 Consolidated Financial Report of the Township and its local boards and committees as described in Note 1. Copies of the 2023 Consolidated Financial Report and the Auditors' Report of Pahapill and Associates Professional Corporation, Chartered Professional Accountants, Huntsville, Ontario are available at the Township office to any resident who wishes to review or analyze the financial operations of the Township in greater detail.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 3,834,304	\$ 4,071,488
Accounts receivable, net of allowance of \$10,000 (2022 - \$10,000)	773,817	634,020
	4,608,121	4,705,508
LIABILITIES		
Accounts payable and accrued liabilities	691,038	680,872
Deferred revenue (<i>Note 6</i>)	175,838	62,188
Municipal debt (<i>Note 7</i>)	799,192	896,556
Employee benefits payable (<i>Note 10</i>)	18,121	5,708
Landfill closure and post-closure liability (<i>Note 11</i>)	-	13,400
Asset retirement obligation (<i>Note 12</i>)	13,400	-
	1,697,589	1,658,724
NET FINANCIAL ASSETS	2,910,532	3,046,784
NON-FINANCIAL ASSETS		
Tangible capital assets - net (<i>Schedule 1</i>)	14,685,029	13,867,155
Inventories of supplies	106,324	61,954
Prepaid expenses	84,174	70,673
	14,875,527	13,999,782
ACCUMULATED SURPLUS	\$ 17,786,059	\$ 17,046,566

APPROVED ON BEHALF OF COUNCIL:

_____ Mayor

The accompanying notes and schedules are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2023

	Budget 2023 (Note 14)	Actual 2023	Actual 2022
REVENUE			
Property taxes	\$ 3,915,941	\$ 3,995,944	\$ 3,761,132
User fees	56,220	91,971	55,451
Government transfers	1,440,600	1,244,010	1,249,368
Other	369,520	508,795	532,962
TOTAL REVENUE	5,782,281	5,840,720	5,598,913
EXPENSES			
General government	1,144,996	1,071,374	922,590
Protection to persons and property	987,360	941,339	874,484
Transportation services	1,873,034	1,681,729	1,500,118
Environmental services	271,771	282,601	242,725
Health services	280,560	277,742	263,635
Social and family services	377,645	377,645	368,768
Recreation and culture	461,313	368,019	279,909
Planning and development	133,416	100,778	99,650
TOTAL EXPENSES	5,530,095	5,101,227	4,551,879
ANNUAL SURPLUS (DEFICIT)	252,186	739,493	1,047,034
ACCUMULATED SURPLUS, BEGINNING OF YEAR	17,046,566	17,046,566	15,999,532
ACCUMULATED SURPLUS, END OF YEAR	\$ 17,298,752	\$ 17,786,059	\$ 17,046,566

The accompanying notes and schedules are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2023

	Budget 2023 (Note 14)	Actual 2023	Actual 2022
Annual surplus (deficit)	\$ 252,186	\$ 739,493	\$ 1,047,034
Acquisition of tangible capital assets	(2,243,959)	(1,748,588)	(999,719)
Amortization of tangible capital assets	835,506	835,506	813,544
(Gain)/loss on sale of tangible capital assets	-	86,219	-
Proceeds on sale of tangible capital assets	-	8,989	-
Change in supplies inventories	-	(44,370)	(26,231)
Change in prepaid expense	-	(13,501)	(9,109)
Increase (decrease) in net financial assets	(1,156,267)	(136,252)	825,519
Net financial assets, beginning of year	3,046,784	3,046,784	2,221,265
Net financial assets, end of year	\$ 1,890,517	\$ 2,910,532	\$ 3,046,784

The accompanying notes and schedules are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
Operating transactions		
Annual surplus	\$ 739,493	\$ 1,047,034
Non-cash charges to operations:		
Amortization	835,506	813,544
(Gain)/loss on sale of tangible capital assets	86,219	-
	1,661,218	1,860,578
Changes in non-cash items:		
Accounts receivable	(139,797)	(139,548)
Accounts payable and accrued liabilities	10,166	141,609
Deferred revenue	113,650	(2,610)
Employee benefits payable	12,413	2,920
Inventories of supplies	(44,370)	(26,231)
Prepaid expenses	(13,501)	(9,109)
	(61,439)	(32,969)
Cash provided by operating transactions	1,599,779	1,827,609
Capital transactions		
Acquisition of tangible capital assets	(1,748,588)	(999,719)
Proceeds on disposal of tangible capital asset	8,989	-
Cash applied to capital transactions	(1,739,599)	(999,719)
Financing transactions		
Proceeds of municipal debt	-	775,000
Debt principal repayments	(97,364)	(33,737)
Cash applied to financing transactions	(97,364)	741,263
Net change in cash and cash equivalents	(237,184)	1,569,153
Cash and cash equivalents, beginning of year	4,071,488	2,502,335
Cash and cash equivalents, end of year	\$ 3,834,304	\$ 4,071,488
Cash flow supplementary information:		
Interest income received	\$ 217,178	\$ 85,588
Net interest received	\$ 217,178	\$ 85,588

The accompanying notes and schedules are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

The Corporation of the Township of McKellar is a municipality in the Province of Ontario, Canada. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act, 2001, Planning Act, Building Code Act and other related legislation.

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Corporation of the Township of McKellar (the "Municipality") are prepared by management in accordance with public sector accounting standards for local governments as recommended in the Public Sector Accounting Board "PSAB" of the Chartered Professional Accountants Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

(a) Reporting Entity

These consolidated statements reflect the assets, liabilities, revenues, expenses and reserve and reserve fund balances of the reporting entity. The reporting entity is comprised of all committees of Council and the boards, joint boards and municipal enterprises for which Council is politically accountable as follows:

(i) Consolidated and Proportionally Consolidated entities

The following local boards are consolidated:

Library

The following joint local boards and committees are proportionally consolidated:

West Parry Sound Recreation and Cultural Centre

Inter-organizational transactions and balances between these organizations are eliminated.

(ii) Non-consolidated entities

The following joint local boards are not consolidated:

North Bay Parry Sound District Health Unit

Parry Sound District Social Services Administration Board

District of Parry Sound (East) Home for the Aged.

(iii) Accounting for school board transactions

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards are not reflected in these consolidated financial statements.

(iv) Trust funds

Trust funds administered by the Municipality are not included in these consolidated financial statements, but are reported separately on the trust funds financial statements.

(b) Basis of Accounting

(i) Accrual basis of accounting

Sources of financing and expenditures are reported on the accrual basis of accounting. This method recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(ii) Non-financial assets

Non-financial assets are not available to discharge existing liabilities but are held for use in the provision of Municipal services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2023

(a) Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. Tangible capital assets received as donations are recorded at their fair value at the date of receipt. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements - 20 years
Buildings - 50 years
Machinery, equipment and furniture - 10 to 20 years
Vehicles - 8 to 20 years
Roads - 10 to 60 years
Bridges - 60 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Estimated closure and post-closure expenses for active landfill sites as well as the land occupied by the sites are amortized annually on the basis of capacity used during the year as a percentage of the estimated total capacity of the landfill site.

The Municipality has a capitalization threshold of \$3,000; individual tangible capital assets, or pooled assets of lesser value are expensed in the year of purchase.

The Municipality has a policy of expensing borrowing costs related to the acquisition of tangible capital assets.

(b) Inventories of supplies

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(iii) Reserves and reserve funds

Certain amounts, as approved by Council, are set aside in reserves and reserve funds for future operating and capital purposes. Balances related to these funds are included in the accumulated surplus of the Consolidated Statement of Financial Position.

(iv) Government transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

(v) Deferred revenue

The Municipality receives gas tax revenue from the Federal Government and payments in lieu of parkland under the authority of provincial legislation and Municipal by-laws. These funds are restricted in their use and until applied to the applicable expenditures are recorded as deferred revenue. Amounts applied to qualifying expenditures are recorded as revenue in the fiscal period they are expended. The Municipality also defers recognition of certain government grants which have been collected but for which the related expenditures have yet to be incurred. These amounts will be recognized as revenues in the fiscal year the services are performed.

THE CORPORATION OF THE TOWNSHIP OF MCKELLARNOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2023

(vi) Taxation and related revenues

Property tax billings are prepared by the Municipality based on assessment rolls issued by the Municipal Property Assessment Corporation ("MPAC"). Tax rates are established annually by Council, incorporating amounts to be raised for local services and amounts the Municipality is required to collect on behalf of the Province of Ontario in respect of education taxes. A normal part of the assessment process is the issue of supplementary assessment rolls which provide updated information with respect to changes in property assessment. Once a supplementary assessment roll is received, the Municipality determines the taxes applicable and renders supplementary tax billings. Taxation revenues are recorded at the time tax billings are issued. Assessments and the related property taxes are subject to appeal. Tax adjustments as a result of appeals are recorded when the result of the appeal process is known. The Municipality is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

(vii) Pensions and employee benefits

The Municipality accounts for its participation in the Ontario Municipal Employee Retirement System (OMERS), a multi-employer public sector pension fund, as a defined contribution plan. Sick leave benefits are accrued where they are vested and subject to pay out when an employee leaves the Municipality's employ.

(viii) Asset retirement obligations

A liability for asset retirement obligation (ARO) is recognized when, as at the financial reporting date:

- there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- the past transaction or event giving rise to the liability has occurred;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

The liability is initially recorded at the best estimate of the expenditures required to retire a tangible capital asset, and the resulting costs are capitalized as part of the carrying amount of the related tangible capital asset if the asset is recognized and in productive use. This liability is subsequently reviewed at each financial reporting date and adjusted for any revisions to the timing or amount required to settle the obligation. The changes in the liability for the passage of time are recorded as accretion expenses in the Statement of Operations and all other changes are adjusted to the tangible capital asset. This cost is amortized over the useful life of the tangible capital asset (Note 1(b)(ii)(a)). If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.

The liability for closure and post-closure care relating to landfill sites has been recognized based on estimated future expenditures. The liability is discounted using a present value calculation and adjusted yearly for accretion expense. The recognition of a liability resulted in an accompanying increase to the landfill tangible capital asset. The landfill tangible capital asset is being amortized over the asset's useful life (Note 1(b)(ii)(a)). Assumptions used in the calculations are revised yearly.

Recoveries related to tangible capital asset retirement obligations are recognized when the recovery can be appropriately measured, a reasonable estimate of the amount can be made and it is expected that future economic benefits will be obtained. A recovery is recognized on a gross basis from the asset retirement obligations liability.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

(ix) Use of estimates

The preparation of consolidated financial statements in conformity with public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period. Significant items subject to such estimates and assumptions include valuation allowances for accounts receivable and solid waste landfill closure and post-closure liabilities. Actual results could differ from management's best estimates as additional information becomes available in the future. The estimates are reviewed periodically and any resulting adjustments are reported in earnings in the year in which they become known.

2. CHANGE IN ACCOUNTING POLICIES

On January 1, 2023 the Municipality adopted Public Accounting Standards PS 1201 Financial Statement Presentation, PS 2601 Foreign Currency Translation, PS 3041 Portfolio Investments, PS 3280 Asset Retirement Obligations, and PS 3450 Financial Instruments. The standards were adopted prospectively from the date of adoption. The new standards provide comprehensive requirements for the recognition, measurement, presentation and disclosure of financial instruments and foreign currency transactions. Other than PS 3280 changes described below, these standards have no significant impact on the presentation of the financial statements.

In accordance with the provisions of the PS 3280 Asset Retirement Obligations standard, as at January 1, 2023, the Municipality derecognized the landfill closure and post-closure liability and recognized an asset retirement obligation (Note 12).

3. CONTRIBUTIONS TO UNCONSOLIDATED JOINT BOARDS

Further to Note 1(a)(ii), the following contributions were made by the Municipality to these boards:

	2023	2022
District of Parry Sound Social Services Administration Board	\$ 298,962	\$ 289,814
North Bay Parry Sound District Health Unit	40,957	39,548
Belvedere Heights Home for the Aged	78,683	78,954
EMS Ambulance Levy	228,488	217,956
Total contributions made	\$ 647,090	\$ 626,272

The Municipality is contingently liable for its share, if any, of the accumulated deficits as at the end of the year for these boards. The Municipality's share of the accumulated surpluses (or deficits) of these boards has not been determined at this time.

The Municipality is also contingently liable for its share, if any, of the long-term liabilities issued by other municipalities for these boards. In 2007 the Municipality signed a loan guarantee of \$268,357 to the Canadian Imperial Bank of Commerce relating to Belvedere Heights Home for the Aged. In January 2009 an additional guarantee of up to \$100,000 was provided for the Belvedere Heights Life Lease project.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

4. OPERATIONS OF SCHOOL BOARDS

Further to Note 1(a)(iii), the Municipality is required to collect property taxes and payments-in-lieu of taxes on the behalf of the school boards. The amounts collected, remitted and outstanding are as follows:

	2023	2022
Payable at the beginning of the year	\$ 32,709	\$ 17,168
Taxation and payments-in-lieu, net of adjustments	1,095,120	1,079,288
Remitted during the year	(1,125,979)	(1,063,747)
Payable (Receivable) at the end of the year	\$ 1,850	\$ 32,709

5. TRUST FUNDS

Trust funds administered by the Municipality amounting to \$56,997 (2022 \$51,485) have not been included in the Consolidated Statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations. As such balances are held in trust by the Municipality for the benefit of others, they are not presented as part of the Municipality's financial position or operations.

6. DEFERRED REVENUE

The 2023 continuity of transactions within the obligatory reserve funds are described below:

	Balance beginning of year	Contributions received	Interest earned	Amounts taken into revenue	Balance end of year
Federal gas tax	-	74,544	(215)	(74,329)	-
Parkland	55,959	57,200	3,569	-	116,728
Library	1,605	49,836	-	-	51,441
Other	4,624	3,045	-	-	7,669
	\$ 62,188	\$ 184,625	\$ 3,354	\$ (74,329)	\$ 175,838

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

7. MUNICIPAL DEBT

(a) The balance of the municipal debt reported on the Consolidated Statement of Financial Position is made up of the following:

	2023	2022
Infrastructure Ontario, due June 2026, repayable in semi-annual payments of \$17,816 including interest calculated at 1.29% and is unsecured	\$ 87,382	\$ 121,556
Infrastructure Ontario, due October 2032, repayable in semi-annual payments of \$48,339 including interest calculated at 4.41%	711,810	775,000
	\$ 799,192	\$ 896,556

(b) Future estimated principal and interest payments on the municipal debt are as follows:

	Principal	Interest
2024	\$ 100,624	\$ 31,687
2025	104,014	28,296
2026	89,727	24,768
2027	75,236	21,442
2028	78,591	18,087
2029 onwards	351,000	35,715
	\$ 799,192	\$ 159,995

(c) Total charges for the year for municipal debt which are reported in the financial statements are as follows:

	2023	2022
Principal payments	\$ 97,364	\$ 33,737
Interest	34,947	1,895
	\$ 132,311	\$ 35,632

The annual principal and interest payments required to service the Municipality's debt were within the annual debt repayment limit of \$1,066,983 prescribed by the Ministry of Municipal Affairs and Housing.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2023

8. CREDIT FACILITY AGREEMENT

The Municipality has a credit facility agreement with the Canadian Imperial Bank of Commerce of \$800,000 (2022 \$800,000), of which NIL (2022 NIL) was used at the end of the year. The loan is payable on demand and bears interest at the rate of prime.

9. LONG-TERM COMMITMENTS

During 2022, the Township entered into an agreement to establish a joint municipal service board for the construction, maintaining and operating of the West Parry Sound Area Recreation and Culture Centre. The Township has committed to 8.5% of the annual operating and capital budget up to a maximum of \$29,750 annually. McKellar had committed a total of \$723,174 by March 31, 2023, the balance of \$561,539 was paid in 2023. The West Parry Sound Area Recreation and Culture Centre is proportionately consolidated and the total commitment is included in work in process.

10. EMPLOYEE BENEFITS PAYABLE

Under the sick leave benefits plan, unused sick leave can accumulate and employees may become entitled to, after 10 years of continuous service, a cash payment of 20 percent of the accumulated credits (to a maximum of 120 days), rising two percent for each additional year beyond 10 years to a maximum of 50 percent divided by 120 multiplied by the annual salary when they leave the Municipality's employment. The liability for these accumulated days amounted to \$18,121 (2022 \$5,708) at the end of the year.

The municipality also has a liability related to unused employee vacation and overtime and retiring allowances amounting to \$184,110 (2022 \$149,133). This liability is reported under accounts payable on the Consolidated Statement of Financial Position.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

11. LANDFILL CLOSURE AND POST CLOSURE LIABILITY

Commencing in 2001, the local government accounting standards issued by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants require that municipalities recognize a liability related to the closure of solid waste landfill sites. The closure and post-closure care requirements are mandated by the Environmental Protection Act and encompasses all costs related to the closure and subsequent maintenance of such sites including final covering and landscaping of the landfill, gas management, on-going monitoring, site inspections, and maintenance. The liability is recognized in the financial statements over the operating life of the solid waste disposal site, in proportion to its utilized capacity.

The Municipality is in the process of closing the Lee's Road Landfill site, which stopped receiving waste in 2003. Total remaining closure and post-closure costs of \$13,400 are anticipated. The balance of these estimated expenditures is reported as a liability on the consolidated statement of financial position.

As of January 1, 2023 the Municipality adopted PS 3280 Asset Retirement Obligations (Note 12) and derecognized the landfill closure and post-closure liability.

12. ASSET RETIREMENT OBLIGATIONS

The Municipality's asset retirement obligations consist of the following:

Landfill obligation

The Township is responsible for the operation and maintenance of one waste disposal site. The costs are based on the currently known obligations that existed at the year of closure of the site and for 25 years after this date. The landfill site closed in 2006 with post-closure care estimated to be required for 25 years from the date of site closure. These costs were discounted to December 31, 2023 using a discount rate of 2.0% per annum. As the landfill site is closed, there is no related asset and expenses related to the landfill costs are expensed as incurred.

Closure date	2006
Total capacity (m ²)	18,000
Discount rate (%)	2
Inflation rate (%)	2
Undiscounted expenditures	\$ 13,400

Changes in the Landfill closure and post-closure asset retirement obligations in the year are as follows:

	2023	2022
Opening balance	\$ -	\$ -
Adjustment on adoption of PS 3280 (Note 2)	13,400	-
Accretion expense	-	-
Less: settlement of obligations	-	-
	\$ 13,400	\$ -

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
Year Ended December 31, 2023

13. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT

The Municipality and its Boards and Committees provide a wide range of services to its citizens. The schedule and segment disclosure provides a breakdown of the annual surplus (deficit) reported on the Consolidated Statement of Operations by major reporting segment. The segments correspond to the major functional categories used in the Municipality's Financial Information Return, which include the following activities:

General Government

This segment includes Council, Clerk's Department, and Treasury. This area supports the operating departments in implementing priorities of Council and provides strategic leadership on issues relating to governance, strategic planning and service delivery.

Protection to Persons and Property

This segment includes fire, police, building inspection, and bylaw enforcement. Police services are provided by the Ontario Provincial Police under contract.

Transportation Services

Transportation Services include roadway systems and winter control.

Environmental Services

This segment includes sanitary sewers, waterworks and solid waste management.

Health Services

This segment includes cemeteries, ambulance services as well as payments to the district health unit.

Social and Family Services

This segment consists primarily of payments made to the district social services administration board and home for the aged for the provision of social services such as childcare, social housing, general assistance and assistance to the elderly.

Recreation and Culture

This segment includes parks, recreation programs, recreation facilities and library services.

Planning and Development

This segment includes activities related to planning, zoning and economic development.

Unallocated Amounts

Items are recorded as unallocated amounts when there is no reasonable basis for allocating them to a segment. Major items included in this category are property taxation and related penalty and interest charges, and the municipality's annual Ontario Municipal Partnership Fund unconditional grant.

In preparation of segmented financial information, some allocation of expenses is made. This generally includes charges of rent to specific segments.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2023

13. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2023

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Unallocated Amounts	Consolidated
REVENUE										
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,995,944	\$ 3,995,944
User fees	225	-	-	6,138	-	-	3,397	82,211	-	91,971
Government transfers	275,295	-	74,329	-	-	-	140,586	-	753,800	1,244,010
Other	2,274	18,424	-	-	-	-	26,928	154,222	306,947	508,795
TOTAL REVENUE	277,794	18,424	74,329	6,138	-	-	170,911	236,433	5,056,691	5,840,720
EXPENSES										
Salaries, wages and benefits	668,381	330,825	493,606	78,290	8,296	-	101,098	26,313	-	1,706,809
Long-term debt charges (interest)	1,458	13,259	-	-	-	-	33,488	-	-	48,205
Operating expenses	370,739	489,843	600,769	180,940	269,446	377,645	146,860	74,465	-	2,510,707
Amortization	30,796	107,412	587,354	23,371	-	-	86,573	-	-	835,506
TOTAL EXPENSES	1,071,374	941,339	1,681,729	282,601	277,742	377,645	368,019	100,778	-	5,101,227
ANNUAL SURPLUS (DEFICIT)	\$ (793,580)	\$ (922,915)	\$(1,607,400)	\$ (276,463)	\$ (277,742)	\$ (377,645)	\$ (197,108)	\$ 135,655	\$ 5,056,691	\$ 739,493

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2023

13. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2022

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Unallocated Amounts	Consolidated
REVENUE										
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,761,132	\$ 3,761,132
User fees	360	-	-	5,383	-	-	15,259	34,449	-	55,451
Government transfers	251,924	-	86,617	-	-	-	159,827	-	751,000	1,249,368
Other	2,340	15,629	-	-	-	-	27,637	268,390	218,966	532,962
TOTAL REVENUE	254,624	15,629	86,617	5,383	-	-	202,723	302,839	4,731,098	5,598,913
EXPENSES										
Salaries, wages and benefits	582,563	285,210	421,953	54,588	6,131	-	86,124	26,361	-	1,462,930
Long-term debt charges (interest)	1,895	-	-	-	-	-	-	-	-	1,895
Operating expenses	300,468	489,146	511,282	164,065	257,504	368,768	108,989	73,289	-	2,273,511
Amortization	37,664	100,128	566,883	24,072	-	-	84,796	-	-	813,543
TOTAL EXPENSES	922,590	874,484	1,500,118	242,725	263,635	368,768	279,909	99,650	-	4,551,879
ANNUAL SURPLUS (DEFICIT)	\$ (667,966)	\$ (858,855)	\$(1,413,501)	\$ (237,342)	\$ (263,635)	\$ (368,768)	\$ (77,186)	\$ 203,189	\$ 4,731,098	\$ 1,047,034

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2023

14. BUDGET FIGURES

The unaudited budget adopted for the current year was prepared on a fund basis, and has been amended to conform with the accounting and reporting standards adopted for the current year actual results.

15. COMPARATIVE FIGURES

Certain 2022 amounts in these financial statements have been reclassified to conform with their presentation in 2023.

16. PENSION AGREEMENTS

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2023. The results of this valuation disclosed total actuarial liabilities of \$134,574 million with respect to benefits accrued for service with actuarial assets at that date of \$130,372 million indicating an actuarial deficit of \$4,202 million. Because OMERS is a multi employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for 2023 was \$102,336 (2022 \$78,186) for current service and is included as an expense on the Consolidated Statement of Operations.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

2023

Schedule 1

	Land and Land Improvements	Buildings	Machinery and Equipment	Vehicles	Roads and Bridges	Assets Under Construction	TOTAL 2023	TOTAL 2022
COST								
Balance, beginning of year	\$ 1,495,451	\$ 4,782,751	\$ 992,312	\$ 2,833,690	\$ 18,584,987	\$ 309,493	\$ 28,998,684	\$ 28,071,127
Additions and betterments	8,629	47,963	71,838	256,207	561,908	802,043	1,748,588	999,719
Allocation from work in progress			-	-	147,858	(147,858)	-	-
Disposals and writedowns			(4,101)	(49,253)	(132,065)		(185,419)	(72,162)
BALANCE, END OF YEAR	1,504,080	4,830,714	1,060,049	3,040,644	19,162,688	963,678	30,561,853	28,998,684
ACCUMULATED AMORTIZATION								
Balance, beginning of year	270,771	1,426,329	493,981	1,015,283	11,925,165		15,131,529	14,390,147
Annual amortization	32,408	98,602	76,503	168,569	459,424		835,506	813,544
Amortization disposals			(4,101)	(49,253)	(36,857)		(90,211)	(72,162)
BALANCE, END OF YEAR	303,179	1,524,931	566,383	1,134,599	12,347,732	-	15,876,824	15,131,529
TANGIBLE CAPITAL ASSETS-NET	\$ 1,200,901	\$ 3,305,783	\$ 493,666	\$ 1,906,045	\$ 6,814,956	\$ 963,678	\$ 14,685,029	\$ 13,867,155

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
SUPPLEMENTARY FINANCIAL INFORMATION
MCKELLAR LIBRARY

Condensed financial information in respect to McKellar Library Board is provided below.

	Budget 2023 (Note 14)	Actual 2023	Actual 2022
REVENUE			
Municipal contributions	\$ 57,800	\$ 58,300	\$ 55,584
Provincial grants	6,421	6,421	6,421
Other	6,168	6,260	5,864
TOTAL REVENUE	70,389	70,981	67,869
EXPENSES			
Wages and benefits	45,173	42,061	41,416
Books, magazines and videos	-	1,574	1,628
Rent and insurance	7,800	8,300	8,300
Telephone and internet	2,950	3,090	3,066
Postage and supplies	3,150	2,492	1,364
Miscellaneous	7,088	5,116	3,924
Amortization	6,106	6,106	6,333
TOTAL EXPENSES	72,267	68,739	66,031
ANNUAL SURPLUS (DEFICIT)	(1,878)	2,242	1,838
ACCUMULATED SURPLUS, BEGINNING OF YEAR	72,129	72,129	70,291
ACCUMULATED SURPLUS, END OF YEAR	\$ 70,251	\$ 74,371	\$ 72,129

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
2023 FINANCIAL HIGHLIGHTS

TAX RATES

	2023 Tax Rates (%)		2022 Tax Rates (%)	
	Township purposes	School Board purposes	Township purposes	School Board purposes
Residential and Farm	0.544300	0.153000	0.515094	0.153000
Farmland and Managed Forest	0.136075	0.038250	0.128774	0.038250
Commercial Occupied	0.598730	0.880000	0.566604	0.880000
Industrial Occupied	0.598730	0.880000	0.566604	0.880000

TRANSACTIONS FOR THE SCHOOL BOARDS

	2023	2022
Payable (Receivable) at the beginning of the year	\$ 32,709	\$ 17,168
Taxation and payments-in-lieu, net of adjustments	1,095,120	1,079,288
Remitted during the year	(1,125,979)	(1,063,747)
Payable (Receivable) at the end of the year	\$ 1,850	\$ 32,709

These revenues and expenditures are not reflected in the Consolidated Statement of Operations.

YEAR END BALANCE OF TRUST FUNDS UNDER ADMINISTRATION

	2023	2022
Trust Funds	\$ 56,997	\$ 51,485

NOTES

1. The 2023 financial report consolidates the operations, assets and liabilities of the Township and its local library board.
2. The above data has been extracted from the audited 2023 Consolidated Financial Report of the Township and its local boards and committees as described in Note 1. Copies of the 2023 Consolidated Financial Report and the Auditors' Report of Pahapill and Associates Professional Corporation, Chartered Professional Accountants, Huntsville, Ontario are available at the Township office to any resident who wishes to review or analyze the financial operations of the Township in greater detail.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2023 FINANCIAL HIGHLIGHTS

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 3,834,304	\$ 4,071,488
Accounts receivable	773,817	634,020
	4,608,121	4,705,508
LIABILITIES		
Accounts payable and accrued liabilities	691,038	680,872
Deferred revenue	175,838	62,188
Municipal debt	799,192	896,556
Employee benefits payable	18,121	5,708
Asset retirement obligation	13,400	-
Landfill closure and post-closure liability	-	13,400
	1,697,589	1,658,724
NET FINANCIAL ASSETS (DEBT)	2,910,532	3,046,784
NON-FINANCIAL ASSETS		
Tangible capital assets - net	14,685,029	13,867,155
Inventories of supplies	106,324	61,954
Prepaid expenses	84,174	70,673
	14,875,527	13,999,782
ACCUMULATED SURPLUS	\$ 17,786,059	\$ 17,046,566

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2023 FINANCIAL HIGHLIGHTS

CONSOLIDATED STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2023

	Budget 2023	Actual 2023	Actual 2022
REVENUE			
Property taxes	\$ 3,915,941	\$ 3,995,944	\$ 3,761,132
User fees	56,220	91,971	55,451
Government transfers	1,440,600	1,244,010	1,249,368
Other	369,520	508,795	532,962
TOTAL REVENUE	5,782,281	5,840,720	5,598,913
EXPENSES			
General government	1,144,996	1,071,374	922,590
Protection to persons and property	987,360	941,339	874,484
Transportation services	1,873,034	1,681,729	1,500,118
Environmental services	271,771	282,601	242,725
Health services	280,560	277,742	263,635
Social and family services	377,645	377,645	368,768
Recreation and culture	461,313	368,019	279,909
Planning and development	133,416	100,778	99,650
TOTAL EXPENSES	5,530,095	5,101,227	4,551,879
ANNUAL SURPLUS (DEFICIT)	252,186	739,493	1,047,034
ACCUMULATED SURPLUS, BEGINNING OF YEAR	17,046,566	17,046,566	15,999,532
ACCUMULATED SURPLUS, END OF YEAR	\$ 17,298,752	\$ 17,786,059	\$ 17,046,566

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

Box 69
McKellar, Ontario
P0G 1C0

December 17, 2024

Pahapill and Associates Professional Corporation
75 Main Street West, Unit 2
Huntsville, Ontario
P1H 1W9

Dear Sir / Madam:

This representation letter is provided in connection with your audit of the consolidated financial statements of The Corporation of the Township of McKellar for the year ended December 31, 2023 for the purpose of expressing an opinion as to whether the consolidated financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards (PSAS).

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

Financial Statements

We have fulfilled our responsibilities as set out in the terms of the audit engagement dated December 17, 2023 for:

- a) Preparing and fairly presenting the consolidated financial statements in accordance with PSAS;
- b) Providing you with:
 - i. Access to all information of which we are aware that is relevant to the preparation of the consolidated financial statements, such as:
 - A. Accounting records, supporting data and other relevant documentation,
 - B. Minutes of meetings (such as shareholders, board of directors and audit committees) or summaries of actions taken for which minutes have not yet been prepared, and
 - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the consolidated financial statements;
 - ii. Additional information that you have requested from us for the purpose of the audit; and
 - iii. Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c. Ensuring that all transactions have been recorded in the accounting records and are reflected in the consolidated financial statements; and
- d) Designing and implementing such internal control as we determined is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

Fraud and Non Compliance

We have disclosed to you:

- a. All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's consolidated financial statements involving:
 - i. Management;
 - ii. Employees who have significant roles in internal control; or

(continued)

- iii. Others where the fraud could have a material effect on the consolidated financial statements;
- b. All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others;
- c. All known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the consolidated financial statements;
- d. All known, actual, or possible litigation and claims that should be considered when preparing the consolidated financial statements; and
- e. The results of our risk assessments regarding possible fraud or error in the consolidated financial statements.

Related Parties

We confirm that there were no related-party relationships or transactions that occurred during the period.

Estimates

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the consolidated financial statements in accordance with PSAS. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. We confirm that the methods, significant assumptions and the data used by us in making accounting estimates and related financial statement disclosures, including those measured at fair value, are appropriate to achieve recognition, measurement or disclosure that is in accordance with PSAS.

Commitments and Contingencies

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the consolidated financial statements. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the consolidated financial statements.

Adjustments

We have reviewed, approved and recorded all of your proposed adjustments to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.

Misstatements

The effects of uncorrected misstatements are immaterial, individually and in aggregate, to the consolidated financial statements as a whole. A list of the uncorrected misstatements, including the reasons why they were not corrected, is attached to this letter.

Accounting policies

All significant accounting policies are disclosed in the consolidated financial statements and are consistent with those used in the previous period.

Contractual compliance

We have complied with the terms and conditions of all contractual agreements that could have a material effect, in the event of non-compliance, on the consolidated financial statements.

Direct liabilities

We have recorded in the accounts all known liabilities of our municipality as at December 31, 2023 except for trivial amounts.

Fair values

We confirm that the significant assumptions used in arriving at the fair values of financial instruments as measured and disclosed in the consolidated financial statements are reasonable and appropriate in the circumstances.

Financial instruments

We have properly recorded all financial assets of equity instruments quoted on an active market at fair value.

(continued)

Off-balance sheet derivative financial instruments (e.g., futures, options and swaps), including outstanding commitments to purchase or sell securities, assets and/or commodities under forward placement and standby commitments, and information regarding the terms and conditions, interest rate risk, credit risk and foreign exchange risk of financial instruments held at period end have been properly recorded and, when appropriate, adequately disclosed within the consolidated financial statements. We confirm that the significant assumptions used in arriving at the fair values of financial instruments, as measured and disclosed (when required) in the consolidated financial statements, are reasonable and appropriate in the circumstances.

We have evaluated whether there are indicators of impairment for all financial assets measured at cost or amortized cost, and where there has been a significant adverse change in the expected timing or amount of future cash flows from a financial asset or group of similar financial assets, we have assessed whether a reduction in the carrying value is necessary.

When an impairment is necessary, the carrying amount of the asset, or group of assets, has been reduced to the highest of the cash flows expected to be generated by holding the asset, the amount that could be realized by selling the asset and the amount that the entity expects to realize by exercising any right to collateral held to secure repayment of the asset net of all costs necessary to exercise those rights. The amount of the decline in fair value has been included in net income in the period incurred.

Future plans

We have no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the consolidated financial statements.

Inventories

The inventories of raw material, work in progress, finished goods and supplies as at December 31, 2023 were the property of our entity and were determined by actual count, weight or measurement. They do not include any items billed to customers but not shipped, any items returned by customers for which credits have not been recorded, any items on consignment, bill-and-hold arrangements, or other arrangements either owned by us or by our suppliers.

Inventories were measured at the lower of actual cost and net realizable value.

In pricing the inventories, due allowance was made for slow-moving, obsolete, unsaleable or unusable items.

Inventories were measured on the same basis and were determined in the same manner as inventories at the end of the preceding period.

Impairment of long-lived assets

We have evaluated long-lived assets for recoverability whenever events or circumstances indicate that the carrying amount of an asset may not be recoverable. Management acknowledges that when the long-lived asset is not recoverable, an impairment loss is recognized in earnings at the amount by which the carrying amount exceeds its fair value.

Impairment of investments in subsidiaries and affiliates

We have evaluated whether there are indicators of impairment for all investments in subsidiaries accounted for at cost or using the equity method as well as for all investments in companies subject to significant influence, and where there has been a significant adverse change in the timing or amount of future cash flows from an investment, we have reduced the carrying amount of the investment to the higher of the present value of the cash flows expected to be generated by holding the investment and the amount that could be realized by selling the asset at the balance sheet date.

Any decline in value has been recorded in net income in the period incurred.

Journal entries

We have approved all journal entries and other adjustments proposed by you, and they have been included in our financial statements.

Liabilities and contingencies

All liabilities and contingencies, including those associated with guarantees, whether written or oral, have been disclosed to you and are appropriately reflected in the consolidated financial statements.

Long-term investments

All long-term investments owned by our municipality are recorded in the accounts. The long-term investments are valued using the equity method, and an appropriate impairment loss has been recognized in earnings when a significant adverse change in the expected timing or amount of future cash flows from investments has been identified. When the extent of such an impairment has decreased, a reversal of the previously recognized impairment loss has been recognized in earnings.

All income earned for the period ended December 31, 2023 on those long-term investments has been recorded in the accounts.

(continued)

Marketable securities

All marketable securities owned by us are recorded in the accounts. The marketable securities are measured at fair value.

All income earned for the period ended December 31, 2023 on these securities has been recognized in earnings along with any transaction costs incurred and changes in fair value.

Material measurement uncertainties

The nature of all material measurement uncertainties has been appropriately disclosed in the consolidated financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the consolidated financial statements.

Pension costs, assets and obligations

All of our pension plans and provisions of each plan have been fully disclosed to you.

The source data used by the actuary is complete and accurate, and all the assumptions used by the actuary in the preparation of the accrued benefits obligation are our best estimates of the most likely set of conditions affecting future events.

All plan assets are taken into account at their fair value in determining the net pension asset or liability.

Property, plant and equipment

Property, plant and equipment are recorded at cost. We have good and valid title to all items of property and equipment reflected in the accounts relating thereto, and there are no liens or encumbrances on our assets. During the period ended December 31, 2023, no material amounts relating to additions or improvements of property, plant and equipment were charged to expense. The provision for amortization is based on the cost and expected economic useful lives of the property using the declining balance method.

The property, leasehold improvement and equipment accounts, and the related allowances for amortization have been adjusted for all important items of such assets that were idle, obsolete, sold, dismantled, abandoned or otherwise disposed of for the period ended December 31, 2023 and for all prior periods.

We have evaluated property, plant and equipment for recoverability in accordance with the provisions of the CPA Canada Handbook – Accounting, Part II, Section 3063 (Impairment of Long-Lived Assets). Impairment losses have been recognized in earnings when required.

Receivables

The accounts receivable reflected in the accounts constitute valid claims against customers and other debtors. They do not include amounts for goods shipped on consignment, approval or under repurchase commitments, or for goods shipped after December 31, 2023.

No abnormal returns have been made by customers since December 31, 2023 or are expected in respect of merchandise shipped prior to the close of business on December 31, 2023.

Receivables known to be uncollectible have been written off, and adequate provision has been made for anticipated adjustments or losses in connection with the collection of receivables.

Regulatory compliance

We are up to date with all corporate filings and annual returns. This includes all Canada Revenue Agency and HST/GST/PST returns.

Revenue recognition

We have recorded all revenue that met the following criteria:

- a. Persuasive evidence of an arrangement exists;
- b. Delivery has occurred, or services have been rendered;
- c. Price is fixed or determinable; and
- d. Collectability is reasonably assured.

Subsequent events

There have been no events between the balance sheet date and the date of this letter that would require recognition or disclosure in the consolidated financial statements.

(continued)

There have been no events subsequent to the balance sheet date of the comparative consolidated financial statements that would require adjustment or disclosure in the current consolidated financial statements.

Proceeds of Crime (Money Laundering) and Terrorist Financing Act

We hereby acknowledge that Pahapill and Associates Chartered Accountants have made us aware of your legal obligations under the Proceeds of Crime (Money Laundering) and Terrorist Financing Act. We hereby acknowledge that we are aware of potential conflict of interest that may arise as a result of your legal obligations under this Act and authorize Pahapill and Associates Chartered Accountants to release and disclose information about The Corporation of the Township of McKellar as required by statute.


None of the members of council, inhabitants and ratepayers were in debt to the municipality

None of the members of council, inhabitants and ratepayers were in debt to the municipality, other than in the ordinary course of business at the period-end or at any time during the period except as follows:

Management fees, wages or bonuses paid to (or accrued on behalf of) related parties

All management fees, bonuses or other remuneration paid to or accrued on behalf of members of council, inhabitants and ratepayers or related parties represent the fair market value of services performed for, or goods provided to, the municipality.

Acknowledged and agreed on behalf of The Corporation of the Township of McKellar by:

_____ 

December 17, 2024 December 17, 2024

Date signed Date signed

**THE CORPORATION OF THE
TOWNSHIP OF MCKELLAR
TRUST FUNDS FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2023**

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR TRUST FUNDS
FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2023

Management's Responsibility for the Financial Statements

The management of the Corporation of the Township of McKellar (the "Municipality") is responsible for the integrity, objectivity and accuracy of the financial information presented in the accompanying financial statements.

The financial statements have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada ("CPA"). A summary of the significant accounting policies is described in Note 1 to the financial statements.

The Municipality's management maintains a system of internal controls designed to provide a reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by management.

The Audit Committee meets with management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to the approval of the financial statements.

The financial statements have been audited by Pahapill and Associates Professional Corporation, independent external auditors appointed by the Township of McKellar. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's trust financial statements.

Karlee Britton
Clerk/Administrator

Roshan Kantiya
Treasurer/Tax Collector

**INDEPENDENT AUDITORS' REPORT
TRUST FUNDS**

To the Members of Council, Inhabitants and Ratepayers of the Corporation of the Township of McKellar

Qualified Opinion

We have audited the accompanying financial statements of the trust funds of the Corporation of the Township of McKellar which comprise of the statement of financial position as at December 31, 2023 and the statement of financial activities and changes in accumulated surplus for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the accompanying financial statements present fairly, in all material respects, the financial position of the trust funds of The Corporation of the Township of McKellar as at December 31, 2023, and its statement of financial activities and changes in accumulated surplus for the year then ended in accordance to Canadian public sector accounting standards.

Basis for Qualified Opinion

The trust funds of the of the Corporation of the Township of McKellar derive cash receipts from the sale of cemetery interment rights, which are not susceptible to compete audit verification. Accordingly, our verification of such receipts was limited to accounting for the amounts recorded in the records of the trust funds. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Huntsville, Ontario

Pahapill and Associates Professional Corporation
Chartered Professional Accountants
Authorized to practise public accounting by
The Chartered Professional Accountants of Ontario

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR TRUST FUNDS
STATEMENT OF FINANCIAL ACTIVITIES AND CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2023

	2023	2022
Revenue		
Capital receipts	5,512	2,140
Opening Accumulated Surplus	51,485	49,345
Closing Accumulated Surplus	\$ 56,997	\$ 51,485

STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2023

	2023	2022
Financial Assets		
Cash and temporary investments	\$ 54,718	\$ 49,986
Accounts receivable	2,279	1,499
	\$ 56,997	\$ 51,485
Liabilities and Accumulated Surplus		
Accumulated surplus	56,997	51,485
	\$ 56,997	\$ 51,485

The accompanying notes are an integral part of these financial statements

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

TRUST FUNDS

NOTES TO THE FINANCIAL STATEMENTS

Year Ended December 31, 2023

1. ACCOUNTING POLICIES

The financial statements of the Corporation of the Township of McKellar Trust Funds are prepared by management in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

Basis of Accounting

- (a) (i) Sources of financing and expenditures are reported on the accrual basis of accounting.
- (ii) The accrual basis of accounting recognizes revenues as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

2. CHANGE IN ACCOUNTING POLICIES

On January 1, 2023 the Municipality adopted Public Accounting Standards PS 1201 Financial Statement Presentation, PS 2601 Foreign Currency Translation, PS 3041 Portfolio Investments, PS 3280 Asset Retirement Obligations, and PS 3450 Financial Instruments. These standards have no significant impact on the presentation of the financial statements.

3. CARE AND MAINTENANCE FUND

The Care and Maintenance Fund administered by the Municipality is funded by the sale of cemetery interment rights and markers. These funds are invested and earnings derived therefrom are used to perform maintenance to the Municipality's cemetery. The operations and investments of the fund are undertaken by the Municipality in accordance with the regulations of the Funeral, Burial and Cremation Services Act, 2002.

4. INTEREST INCOME

In 2023 \$1,818 (2022 \$441) of interest was earned on care and maintenance funds and transferred to the Municipality's Cemetery.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 3, 2024

Mayor Moore called the meeting to order at 5:01 p.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Karlee Britton

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

24-626 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Regular Meeting of Council, as amended to Move Item 21.1 McBride Rezoning By-law to precede Item 11.1 Delegations and Presentations.

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

24-627 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Ontario Municipal Act, S.O. 2001, as amended, move into closed session at 5:02 p.m. to discuss the following items:

- 5.1 Minutes of Closed Session – November 19, 2024
- 5.2 Personal matters about an identifiable individual; pursuant to Ontario Municipal Act Section 239(2)(b) – Reviewing Resumes for the Administrative Assistant Position & Discussion of By-law Enforcement Recruitment
- 5.3 Litigation or potential litigation; pursuant to Ontario Municipal Act Section 239(2)(e) – Update on potential litigation
- 5.4 Acquisition or disposition of land; pursuant to Ontario Municipal Act Section 239(2)(c) - Post Office Lease Agreement

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

24-628 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 6:31 p.m.

Carried

Mayor Moore called the meeting to order at 6:31 p.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Karlee Britton



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 3, 2024

RESPECT AND ACKNOWLEDGEMENT DECLARATION

In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

24-629 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby accept the reports, recommendations and directions arising from the closed session held December 3, 2024.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

24-630 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into a Public Meeting at 6:33 p.m. under Section 34 of the Planning Act to review the McBride's application to amend the Zoning By-law to change the zoning of the subject property, on McKellar Ferguson Boundary Road, from Inland Development 1 (RU) to Special Provision (SP 16.80) to permit a detached garage as the primary use of a property without a main building or structure and subject to all other requirements of the Inland Development 1 (RU) Zone.

Carried

PUBLIC MEETING

David Welwood, Planner with J.L. Richards & Associates, provided an overview of the application and the accompanying Planning Report. He inquired if notice of the application had been circulated to the Municipality of McDougall. Clerk/Administrator, Karlee Britton, responded that notice had been provided to the North Bay-Mattawa Conservation Authority and landowners within a 120-meter radius of the subject property, but not to the Municipality of McDougall.

Mr. Welwood recommended that Council defer passing the By-law until notice was circulated to the Municipality of McDougall, allowing them an opportunity to comment. He suggested that the By-law be brought forward at the next regular meeting of Council on December 17, 2024.

The agent for the application attended via Zoom and had no additional comments.

Councillor Kekkonen inquired about road maintenance on McKellar-Ferguson Boundary Road. Mayor Moore asked Mr. Welwood about replacing the term "garage" with "residential storage building" in the By-law. Mr. Welwood confirmed that the terminology change could be made for the next meeting.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 3, 2024

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

24-631 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular session of Council at 6:48 p.m.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

24-632 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-82, Being a By-law to Amend By-law No. 95-12, as amended, with respect to lands legally described as CON 12 PT LOTS 33 TO 35 RP 42R7768 PARTS 5, 6 AND 7 RP 42R21796 PART 1 McKellar (McKellar-Ferguson Boundary Road - McBride), a First and Second reading;

And further Read a Third time and Passed in Open Council this 3rd day of December, 2024.

Deferred

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

24-633 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Chair of the Lake Stewardship & Environmental Committee, Jennifer Ghent-Fuller presenting the Committee's revised Tree Canopy and Natural Vegetation By-law; and

FURTHER Ms. Ghent-Fuller addressing questions regarding the Aquatic Environmental Report by Generations Effect and strategies for Building Climate Change Resilience.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

24-634 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the November 19, 2024 Regular Meeting of Council; and the November 22, 2024 Special Meeting of Council, as circulated.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

24-635 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the October 17, 2024 meeting of the Lake Stewardship & Environmental Committee.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

24-636 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2024-04 IT Services & Support Updates from Clerk/Administrator, Karlee Britton, for information purposes.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 3, 2024

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

24-637 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby authorize the Treasurer to transfer surplus funds as of December 31, 2024, remaining in the following operating budgets to their respective reserve account:

2024 Recreation Committee operating budget to the Recreation Committee reserve account; and

2024 Historical Committee operating budget to the St. Stephens/Hemlock Church capital reserve account; and

2024 Fire Department operating/capital budget to reserve account; and

FURTHER THAT these transfers occur annually, without a resolution from Council, moving forward.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

24-638 **WHEREAS** the residents of the Township of McKellar are aware of the Provincial government's commitment to delivering reliable high-speed internet access to every community across the Province by the end of 2025; and

WHEREAS the Provincial government has released an interactive mapping tool to provide information on the rollout of high-speed internet, but the tool lacks sufficient detail and fails to provide specific or timely updates for projects in this area, leaving residents uncertain and uninformed; and

WHEREAS residents are receiving fraudulent calls from individuals falsely claiming to be Bell employees or contractors, attempting to gain access to their computers under the pretense of setting up high-speed internet;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar strongly urges the Provincial government to enhance the interactive mapping tool and provide more detailed, area-specific updates on infrastructure projects as improved communication will help ensure residents are well-informed, reducing confusion and protecting them from potential scams; and

FURTHER THAT a copy of this Resolution be forwarded to the Hon. Kinga Surma, Minister of Infrastructure; Parry Sound-Muskoka MPP, Graydon Smith; the Association of Ontario Municipalities; the Federation of Northern Ontario Municipalities; and to all Ontario Municipalities for support.

Carried

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

24-639 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give all permanent-full time staff, including Market Manager, Jan Gibson; and Fire Chief, Robert Morrison, a \$100.00 Christmas bonus.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 3, 2024

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

24-640 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-83, Being a By-law to Authorize the Corporation of The Township of McKellar To Accept A Transfer of Lands from The Incorporated Synod of The Diocese of Algoma (Parts 4, 5 and 6, Plan 42R-6765), a First and Second reading;

And further Read a Third time and Passed in Open Council this 3rd day of December, 2024.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

24-641 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-84, Being a By-law to Enter into an Agreement with the Ontario Provincial Police for the Provision of a 9-1-1 Calling Service, a First and Second reading;

And further Read a Third time and Passed in Open Council this 3rd day of December, 2024.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

24-642 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the consent agenda for correspondence.

Carried

QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON THE AGENDA)

There were no questions from the in-person audience or via Zoom.

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

24-643 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-85, Being a By-law to Confirm the Proceedings of Council, a First and Second reading;

And further Read a Third time and Passed in Open Council this 3rd day of December, 2024.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

24-644 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar adjourn this meeting at 8:14 p.m. to meet again on December 5, 2024 for a Special Closed Meeting of Council to discuss engineering estimates, material specifications, and related tendering strategies for upgrades to Stoney Road, Dockside Drive and Bruce Trail; or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Clerk/Administrator



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 5, 2024

Mayor Moore called the meeting to order at 1:00 p.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Karlee Britton
Public Works Superintendent, Thomas Stoneman

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

24-646 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Special Closed Meeting of Council, as presented.

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

24-647 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Ontario Municipal Act, S.O. 2001, as amended, move into closed session at 1:01 p.m. to discuss the following items:

- 5.1 Plans and instructions for negotiations; pursuant to Ontario Municipal Act Section 239(2)(k) – Discussion of engineering estimates, material specifications, and related tendering strategies for upgrades to Stoney Road, Dockside Drive and Bruce Trail.
- 5.2 Litigation or potential litigation; pursuant to Ontario Municipal Act Section 239(2)(e) – Discussion regarding the status of completion for an ongoing capital project and related performance evaluation.

Carried

Public Works Superintendent, Thomas Stoneman left the meeting at 3:21 p.m.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

24-648 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 3:22 p.m.

Carried

Moved by: Councillor Kekkonen
Seconded by: Councillor Zulak

24-649 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby accept the reports, recommendations and directions arising from the closed session held December 5, 2024.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 5, 2024

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

24-650 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-86, Being a By-law to Confirm the Proceedings of Council, a First and Second reading;

And further Read a Third time and Passed in Open Council this 5th day of December, 2024.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

24-651 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 3:23 p.m. to meet again on December 17, 2024; or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Clerk/Administrator

DRAFT



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 10, 2024

Mayor Moore called the meeting to order at 3:00 p.m.

ROLL CALL

Mayor Moore took Roll Call.

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Karlee Britton

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

24-652 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Special Closed Meeting of Council, as presented.

Carried

RESPECT AND ACKNOWLEDGEMENT DECLARATION

In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

24-653 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Ontario Municipal Act, S.O. 2001, as amended, move into closed session at 3:01 p.m. to discuss the following items:

- 5.1 Personal matters about an identifiable individual; pursuant to Ontario Municipal Act Section 239(2)(b) - Interviews for By-law Enforcement Officer (Independent Contractor) and Administrative Assistant.

Carried

Deputy Clerk, Mary Smith entered the meeting at 4:50 p.m. and left the meeting at 5:12 p.m.; re-entered the meeting at 5:40 p.m. and left the meeting at 6:16 p.m.

Moved by: Councillor Kekkonen
Seconded by: Councillor Zulak

24-654 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 6:28 p.m.

Carried

ROLL CALL

Mayor Moore took Roll Call.



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 10, 2024

Present: Mayor David Moore
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak
Staff: Clerk/Administrator, Karlee Britton

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF

There were no conflicts of interest declared.

Moved by: Councillor Ryeland
Seconded by: Councillor Haskim

24-655 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby accept the reports, recommendations and directions arising from the closed session held December 10, 2024.

Carried

Moved by: Councillor Zulak
Seconded by: Councillor Kekkonen

24-656 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-87, Being a By-law to Confirm the Proceedings of Council, a First and Second reading;
And further Read a Third time and Passed in Open Council this 10th day of December, 2024.

Carried

Moved by: Councillor Haskim
Seconded by: Councillor Ryeland

24-657 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 6:30 p.m. to meet again on December 17, 2024; or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Clerk/Administrator

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, October 23, 2024
via Zoom**

- Directors Present (voting):** Joe Beleskey
Paul Borneman, Vice Chair
Don Carmichael, Secretary/Treasurer
Pamela Wing, Chair
Debbie Zulak
- Director Regrets:** Gail Finnon
- Staff Attending (non voting):** Kami Johnson, Administrator
- Staff Regrets:**
- Specially Invited (non voting):** Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, West Parry Sound Health Centre
Donald Sanderson, West Parry Sound Health Centre
Heidi Stephenson, West Parry Sound Health Centre

1.0 **Call to Order:** The Board Chair called the meeting to order at 9:00 a.m.

2.0 **Confirmation of Quorum:** A quorum was achieved.

3.0 **Conflict of Interest:** No conflicts were declared.

4.0 **Approval of Agenda:**

#BH-82/24

Moved by P. Borneman, seconded by D. Carmichael that be it resolved that the Board of Management accepts the agenda as presented.

Carried.

It was noted that C. Ward's Order in Council appointment expired September 16, 2024, and has not yet been renewed. She was unable to attend this meeting as a specially invited guest.

5.0 **Voice of the Resident:** Deferred

6.0 Approval of Minutes:

#BH-83/24

ZULAK,

Moved by D. McMurray, seconded by D. Carmichael that be it resolved that the minutes of the Board of Management meeting held September 25, 2024, be received.

Carried.

7.0 Matters Arising: none

8.0 New Business: none

9.0 Committee Reports:

9.1 Finance Committee

H. Stephenson provided highlights from the meeting held October 21st. The Finance Committee minutes were emailed to Board members on October 22nd.

Highlights were as follows:

- There is an operating surplus of \$407K.
- July had a surplus of \$300K.
- There was a forecasted year-end surplus of \$370K.
- The accommodation envelope revenue is not keeping up with the accommodation expenses due to hours of care funding.
- CSS reported a \$18K surplus primarily due to transportation.

#BH-84/24

Moved by D. Carmichael, seconded by J. Beleskey that the minutes of the Finance Committee meeting held October 21, 2024, be received.

Carried.

9.2 Governance and Partnerships – October 9, 2024

J. Hanna reported that a request from CSS has been received to undertake a review of their policies. It was suggested that this will help better understand the relationship between CSS and Belvedere Heights.

#BH-85/24

Moved by D. Zulak seconded by D. Carmichael that the minutes of the Governance and Partnerships Committee meeting held October 9, 2024, be received.

Carried.

10.0 Standing Items:

10.1 Redevelopment Update

The Chair noted the following:

- The architect is currently preparing 'working' drawings.
- The drawings for the 22 new resident room washrooms had to be reworked and downsized to increase bedroom size to meet Ministry standards. The drawings will then be resubmitted.

- The Chair and D. Carmichael have visited 6 municipalities thus far to review and answer questions about the new 22 bed expansion. They have left to meet with McKellar and Parry Sound councils.
- The Chair reported that \$700,000 that Belvedere gave back to the 8 municipalities a few years back will be given back to Belvedere Heights from the municipalities.
- Belvedere Heights will be going to tender soon!
- Carling township has submitted the loan application to Infrastructure Ontario. Cost estimates are still not known.
- A lawyer representing Belvedere Heights will draft a loan agreement between Belvedere Heights and Carling Township in the very near future.

10.2 Equity Diversity Inclusion (EDI) – nothing to report.

10.3 WPS OHT – The West Parry Sound Ontario Health Team announced the appointment of Ellen Walker as its first Executive Director. This significant milestone marks a pivotal step in advancing regional participation in this provincial health system transformation.

11.0 **Reports:**

11.1 Board Chair Report – no report.

11.2 Administrator’s Report – K. Johnson provided information on quality and planning, care and community risks, occupancy, people, and emergency management. The report will be appended to the minutes.

12.0 **Correspondence:** The following was attached and received for information purposes.

12.1 Town Hall Meeting on October 9, 2024

12.2 Discussion with Municipal Partners

12.3 Notice of Public Consultation

13.0 **In-Camera:**

#BH-86/24

Moved by D. Carmichael, seconded by J. Beleskey that the meeting move in-camera at 9:39 a.m.
Carried.

13.1 A Life Lease update was provided.

13.2 A Community Support Services update was provided.

Staff and specially invited guests exited the meeting at 9:52 a.m.
The Board continued with their in-camera discussion.

P. Wing, Chair

Township of McKellar Public Library Board Meeting Minutes

September 30, 2024 @ 10:00 a.m. – McKellar Public Library

1. Welcome and roll call:

The meeting was called to order at 10:00 a.m. and the Secretary recorded attendance.

PRESENT: Debbie Woods (Chair), Dianne Thompson (Vice-Chair), Terri Short (CEO/Librarian/Treasurer), Debbie Zulak (Council Rep), Jeanette Clements

REGRETS: Lynne Aylsworth (Secretary)

GUEST(S): NONE

We have quorum for this meeting.

2. “The Respect and Acknowledgement of Lands” was read.

“In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years.

To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.”

Debbie Woods gave an explanation of the Medicine Wheel and provided each of us with a handout.

3. Declaration of any Conflicts of Interest: NONE

4. Approval of the Agenda:

The board unintentionally overlooked approving the Agenda for this meeting. It will be addressed and approved at the next meeting.

5. Librarian’s Remarks/questions:

The Librarian’s Report was circulated to all board members prior to the meeting. In addition, the CEO provided us with the following updates:

- Recycling workshop being held on October 9, 2024;
- Tablets for Makerspace are on order;
- Library stats are up substantially over 2023.

6. Council’s Remarks/questions:

Debbie Zulak announced that turtle crossing signs will be put up in response to residents’ requests.

The Council Rep also discussed a robotics demonstration she witnessed at a district meeting noting it might interest the library.

7. Consent Agenda:

Motion #2024:58

That we the Township of McKellar Public Library Board move to approve and accept the September 30, 2024 Consent Agenda, as circulated to all board members prior to this meeting.

***Moved by Dianne Thompson, Seconded by Debbie Zulak* Carried**

8. Business arising from the minutes:

- a. Review action items:

The board went through the “Action Items” list to confirm which actions have been completed. Any new actions from today’s meeting will be added and an updated list will be sent out to all board members.

- b. Other: NONE

9. Business:

- a. Monitoring the progress of our Strategic Plan:

Proposal from MLCA (Sound System)

We received a proposal from MLCA regarding a sound system that could benefit many groups/committees within our community.

A discussion was held about loaning the equipment, including aspects of insurance, liability and storage. Debbie Zulak will contact the council to request assistance with storage, considering the library's business hours, and will provide an update at our next meeting.

- b. Policy Review/Update: OP-19 – Epidemic/Pandemic and OP-26 – Handling of Returned Materials during a Viral Pandemic

We reviewed both policies and there are no changes to be made, save and except the new review dates.

- c. Report on Board Members' Advocacy activities:

Jeanette Clements is still in communications with the Lion's Club and will keep us updated.

- d. Other Business: Staff Hours

We discussed the number of hours remaining in our budget and LEAF grant budget for training purposes.

10. Announcements:

NONE

- 11. Next Meeting:** October 28, 2024 at 10:00 a.m. in the Library

12. Adjournment:

Motion #2024:59

That we the Township of McKellar Public Library Board move to adjourn this meeting at 11:40 a.m..

Moved by Dianne Thompson

Carried

Debbie Woods, Chair

Date Signed:

Lynne Aylsworth, Secretary

Date Signed:

Date Approved:

Township of McKellar Public Library Board Meeting Minutes

October 29, 2024 @ 10:00 a.m. – McKellar Public Library

1. Welcome and roll call:

The meeting was called to order at 10:01 a.m. and attendance was taken by the Secretary.

PRESENT: Debbie Woods (Chair), Dianne Thompson (Vice-Chair), Terri Short, Debbie Zulak (Council Rep), Lynne Aylsworth (Secretary)

REGRETS: Jeanette Clements

GUEST(S): NONE

We have quorum for this meeting.

2. “The Respect and Acknowledgement of Lands” was read.

“In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years.

To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.”

3. Declaration of any Conflicts of Interest: There were no conflicts of interest declared.

4. Approval of the Agenda:

Motion #2024:60

That we the Township of McKellar Public Library Board move to approve and accept the October 29, 2024 Agenda as circulated to all members prior to our meeting.

Moved by Dianne Thompson, Seconded by Debbie Zulak

Carried

5. News from Council:

The Remembrance Day Ceremony will be held on Sunday, November 10, 2024 at Minerva Park followed by a luncheon at the McKellar Community Hall.

We discussed managing and storing the sound system, and we will revisit this topic in our next meeting.

6. Reports

a. Minutes of preceding meeting

The secretary informed us that the Motion to approve and accept the Agenda for the September 30, 2024 meeting was not carried out.

Motion #2024:61

That we the Township of McKellar Public Library Board move to approve and accept the Agenda for the September 30, 2024 meeting as circulated to all members prior to that meeting.

Moved by Lynne Aylsworth, Seconded by Dianne Thompson

Carried

Motion #2024:62

That we the Township of McKellar Public Library Board move to approve and accept the Minutes of the September 30, 2024 meeting as circulated to all members prior to this meeting.

Moved by Dianne Thompson, Seconded by Debbie Zulak

Carried

b. Librarian's report

The Librarian's Report was circulated to all board members prior to the meeting. In addition, the CEO provided us with an update on books sales, cooking classes, financial matters, and day to day library activities. On November 12, 2024, the interlibrary loan system goes live.

The CEO attended the OLS Conference virtually and provided us with an update on the upcoming seminars/webinars and training sessions.

Terri informed us that she will resign from her roles as CEO, Librarian, and Treasurer effective March 31, 2025 and has provided her Letter of Resignation.

Motion #2024:63

The Township of McKellar Public Library Board moves to accept the Letter of Resignation from Terri Short, CEO, Librarian, and Treasurer of the Township of McKellar Public Library.

Moved by Lynne Aylsworth, Seconded by Debbie Zulak

Carried

A meeting has been scheduled to discuss the process for filling this position, and a report on the matter will be presented at the next board meeting.

Motion #2024:64

That we the Township of McKellar Public Library Board move to schedule and approve a “special closed meeting” on November 5, 2024 at the McKellar Public Library at 10:00 a.m. to discuss personnel issues.

Moved by Debbie Zulak, Seconded by Dianne Thompson

Carried

c. Finance report

The finance reports were circulated to the board members before this meeting and a discussion took place. The CEO will send us a more detailed budget for our L.E.A.F. grant and we will revisit this topic at our next meeting.

Motion #2024:65

That we the Township of McKellar Public Library Board move to defer the Finance Report from today’s meeting and include it in the Agenda for our meeting in November, 2024.

Moved by Lynne Aylsworth, Seconded by Dianne Thompson

Carried

7. Business arising from the minutes:

a. Review action items

The board went through the “Action Items” list to confirm which actions have been completed. Any new actions from today’s meeting will be added and an updated list will be sent out to all board members.

b. Other - NONE

8. Business:

a. Draft Budget

This topic will be deferred and added to the Agenda for the November, 2024 meeting.

Motion #2024:66

That we the Township of McKellar Public Library Board move into an “in camera” closed session at 11:04 a.m. in accordance with the Public Libraries Act, Section 16.1 (4)(d) to discuss labour relations or employee negotiations.

Moved by Dianne Thompson, Seconded by Debbie Zulak

Carried

Motion #2024:67

That we the Township of McKellar Public Library Board move out of the “In Camera” closed session and move back into an “open meeting” session with the recommendations as discussed at 11:10 a.m..

Moved by Lynne Aylsworth, Seconded by Dianne Thompson

Carried

Motion #2024:68

That we the Township of McKellar Public Library Board move to accept and approve the results of the labour relations or employee negotiations discussed in closed session.

Moved by Dianne Thompson, Seconded by Debbie Zulak ***Carried***

Motion #2024:69

That we the Township of McKellar Public Library Board move to defer the draft budget from today’s meeting and include it in the Agenda for our meeting in November, 2024.

Moved by Lynne Aylsworth, Seconded by Dianne Thompson ***Carried***

b. Policy Review/Update: OP-28, VOL-01

Policy OP-28 – Curbside Pickup: We talked about removing information that is already covered by another library policy. The library hours are to be revised and the “date of last review” will be updated.

Motion #2024:70

That we the Township of McKellar Public Library Board move to approve and adopt the revisions made to Policy OP-28 – Curbside Pickup as per our discussion.

Moved by Lynne Aylsworth, Seconded by Debbie Zulak ***Carried***

Policy VOL-01 – Volunteer Program: Revisions will be made to the library’s volunteer form and the recordkeeping procedures. The “date of last review” will be updated.

Motion #2024:71

That we the Township of McKellar Public Library Board move to approve and adopt the revisions made to Policy VOL-01 – Volunteer Program as per our discussion.

Moved by Dianne Thompson, Seconded by Lynne Aylsworth ***Carried***

c. Report on Board Members’ Advocacy activities:

The McKellar Little Libraries are a success and magazines are going well at the Broadbent location and DVDs seems to be the most popular format at Burnett’s Corner.

Debbie Woods attended the McKellar Agricultural Fair Annual Awards Dinner and reported an increase in participation, with 75 more adult entries and 72 children entries above the previous years. This increase is largely attributed to the efforts of the library groups and craft groups.

Thank you to the Library and all the Community Groups/Committees.

d. Other Business:

L.E.A.F. Budget update is added to Agenda for our next meeting.

9. Announcements:

There were no announcements.

12. Next "Special" Closed Meeting: November 5, 2024 at 10:00 a.m. at the Library

Next Regular Meeting: November 26, 2024 at 10:00 a.m. at the Library

Adjournment:

Motion #2024:72

That we the Township of McKellar Public Library Board move to adjourn this meeting at 11:39 a.m..

Moved by Dianne Thompson, Seconded by Debbie Zulak

Carried

Debbie Woods, Chair

Date Signed:

Date Approved:

Lynne Aylsworth, Secretary

Date Signed:

A special meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, October 16, 2024, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit’s website.

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery (<i>Vice-Chairperson</i>)
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointee:	Tim Sheppard

REGRETS:

Public Appointee	Catherine Still
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ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Assistant, Executive Director’s Office	Christine Neily
Sense & Nous	Tony Yu
Sense & Nous	Mariam Kilyana

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
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1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Jamie Lowery, Board of Health Vice-Chairperson called the meeting to order at 5:07 p.m.

2.0 APPROVAL OF THE AGENDA

The agenda for the October 16, 2024, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/10/01 * Wolfe / Sheppard

Be It Resolved, that the Board of Health Agenda, dated October 16, 2024, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	R		
Jamie Lowery	x			Maurice Switzer	X		
Jamie McGarvey	A			Dave Wolfe	X		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 IN CAMERA

4.1 A Trade Secret or Scientific, Technical, Commercial, Financial or Labour Relations Information, Supplied in Confidence to the Board, Which, if Disclosed, Could Reasonably be Expected to Prejudice Significantly the Competitive Position or Interfere Significantly with the Contractual or Other Negotiations of a Person, Group of Persons, or Organization.

An In camera session of the Board of Health was held. The following motion was read:

Board of Health Resolution #BOH/2024/10/02 * Stickland/Restoule

Be it Resolved, that the Board of Health move in camera at 5:09 p.m. to discuss agenda item 4.1 a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group or persons, or organization.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	R		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	A			Dave Wolfe	x		

“Carried”

The Board of Health entered a In Camera meeting and stopped live streaming to the public at 5:11 p.m.

Jamie McGarvey joined the Board of Health meeting at 5:12 p.m.

Rick Champagne left the Board of Health meeting at 5:29 p.m.

Sara Inch left the Board of Health meeting at 6:28 p.m.

Board of Health Resolution #BOH/2024/10/03 * Cook / Wolfe

Be it Resolved, that the Board of Health rise and report at 6:30 p.m.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	R			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	x		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	R			Catherine Still	R		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

“Carried”

The Board of Health commenced live streaming to the public at 6:31 p.m.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – September 25, 2024

The minutes from the Board of Health meeting held on September 25, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/10/04 *McGarvey/ Sheppard

Be It Resolved, that the minutes from the Board of Health meeting held on September 25, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	R			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	R			Catherine Still	R		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried”

6.0 DATE OF THE NEXT MEETING

Date: November 27, 2024

Time: to be determined

Place: to be determined

7.0 BUSINESS ARISING

There was no discussion under Business Arising.

8.0 BOARD COMMITTEE REPORT

There were no committee reports.

9.0 CORRESPONDENCE

Board of Health correspondence listed for the October 16, 2024, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Include Land Acknowledgement as a Regular Board of Health Agenda Item

Board of Health Resolution #BOH/2024/10/05 * Cook/ McGarvey

The following motion was read:

Whereas, the North Bay Parry Sound District Health Unit acknowledges the importance of recognizing the traditional territories of Indigenous peoples in which the Board of Health meetings take place; and

Whereas, including a Land Acknowledgement as a regular agenda item demonstrates our respect for Indigenous communities and their continued connection to the land; and

Whereas, incorporating this practice aligns with our organization's commitment to inclusivity, reconciliation, and fostering positive relationships with Indigenous peoples;

Therefore, be it resolved, that a Land Acknowledgement be included as a formal agenda item for all future Board of Health meetings, immediately following the Call to Order; and

Furthermore, be it resolved, that if a Personnel Policy, Employee/Labour Relations, or Finance Committee meeting precedes the Board of Health meeting on the same day, the Land Acknowledgement shall be made at the first meeting. ~~;~~ ~~and~~

~~**Furthermore, be it resolved**, that Board of Health members will create a personalized Land Acknowledgement on a voluntary rotational basis.~~

The Board of Health discussed the motion for members to create personalized Land Acknowledgements on a voluntary, rotational basis. An amendment to remove the final paragraph detailing a personalized Land Acknowledgement was proposed.

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	R			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	R			Catherine Still	R		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Amendment Carried”

The Board of Health then held a vote on the amended resolution.

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	R			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	R			Catherine Still	R		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried as amended”

ADJOURNMENT

Having no further business, Jamie Lowery the Board of Health Vice-Chairperson adjourned the Board of Health meeting at 6:51 p.m.

Original Signed by Rick Champagne	2024/11/27
<hr/>	
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2024/11/27
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Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 27, 2024, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery (<i>Vice-Chairperson</i>)
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Tim Sheppard
	Catherine Still

REGRETS:

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Assistant, Executive Director's Office	Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
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1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson called the meeting to order at 5:58 p.m.

2.0 APPROVAL OF THE AGENDA

The agenda for the November 27, 2024, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2024/11/01 *Still/Stickland

Be It Resolved, that the Board of Health Agenda, dated November 27, 2024, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – October 16, 2024

The minutes from the special Board of Health meeting held on October 16, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/11/02 *Sheppard/Cook

Be It Resolved, that the minutes from the special Board of Health meeting held on October 16, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		

Sara Inch	x	Catherine Still	x
Jamie Lowery	x	Maurice Switzer	x
Jamie McGarvey	x	Dave Wolfe	x

“Carried”

4.2 Board of Health In-Camera Minutes – October 16, 2024

The in-camera minutes from the special Board of Health meeting held on October 16, 2024, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2024/11/03 *Wolfe/Restoule

Be It Resolved, that the in-camera minutes from the special Board of Health meeting held on October 16, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried”

5.0 DATE OF THE NEXT MEETING

Date: December 4, 2024

Time: to be determined

Place: to be determined

6.0 BUSINESS ARISING

There was no discussion under Business Arising.

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the November 27, 2024, meeting was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

8.0 BOARD COMMITTEE REPORTS

8.1 Personnel Policy, Employee/Labour Relations Committee

A Personnel Policy, Employee/Labour Relations Committee meeting was held prior to the Board of Health meeting. The following motion was read:

Board of Health Resolution #BOH/2024/11/04 *Sheppard/McGarvey

Whereas, the performance appraisal of the Medical Officer of Health/Executive Officer is required as per Board of Health Bylaw Section IV, #54; and

Whereas, an Ad Hoc Performance Appraisal Committee was created in 2024 to conduct the performance appraisal process; and

Whereas, a performance appraisal survey was sent to 26 individuals, including all Board of Health members, Executive Team members, selected managers and staff, with responses and comments summarized into themes;

Now Therefore Be It Resolved, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the performance appraisal survey results completed by the Medical Officer of Health performance Appraisal Committee for Dr. Carol Zimbalatti, Medical Officer of Health/Executive Officer; and

Furthermore Be It Resolved, on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approves remuneration for this activity in accordance with the Board of Health Bylaw Section VI, #79.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried”

9.0 CORRESPONDENCE

Board of Health correspondence listed for the November 27, 2024, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Association of Local Public Health Agencies (alPHa) 2024 Fall Symposium Summary

A written summary of the course of events from the November 6-8, 2024, alPHa Fall Symposium was provided in the package, along with verbal update by the two attendees.

Additional questions were discussed and addressed.

10.2 Restructuring of Executive Director Positions

The following motion was read:

Board of Health Resolution #BOH/2024/11/05 * Lowery/Flowers

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit was presented, on October 16, 2024, with recommendations from the organizational review confidential presentation report for informational purposes;

Therefore be it Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit hereby declares the following position redundant as of January 1, 2025:

- *Executive Director, Human Resources*

Be it Further Resolved, that the following new position shall be created:

- *Executive Director, Organizational Effectiveness*

Be it Further Resolved, that the hiring process for this position will be done expeditiously.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		

Sara Inch	x	Catherine Still	x
Jamie Lowery	x	Maurice Switzer	x
Jamie McGarvey	x	Dave Wolfe	x

“Carried”

10.3 Board of Health Bylaws – Revisions

Revisions to the Board of Health Bylaws were presented to the Board for their review and approval.

Having no discussion related to the proposed revisions to the Board of Health Bylaws, the following motion was read:

Board of Health Resolution #BOH/2024/11/06 *Restoule/Inch

Whereas, the Board of Health received and reviewed written notice in the November 27, 2024, agenda package of proposed revisions to the Board of Health Bylaws as follows:

Section I – Agenda

12. The Medical Officer of Health/Executive Officer shall have prepared for the use of members at the regular Board of Health meetings an agenda of the following items:

- a) Call to Order
- b) Land Acknowledgement *
- c) Approval of Agenda
- d) Conflict of Interest Declaration
- e) Approval of Previous Minutes
- f) Date of Next Meeting
- g) Business Arising
- h) Report of Medical Officer of Health/Executive Officer
- i) Board Committee Reports
- j) Correspondence
- k) New Business
- l) In Camera
- m) Adjournment

***A land Acknowledgement is required to be read provided after the call to order of the first meeting on the schedule.**

Now Therefore Be It Resolved, that the Board of Health approves the proposed revisions to the Board of Health Bylaws Regulating the Board of Health, as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

“Carried”

10.4 Third Quarter Medical Officer of Health Expenses – July 1 to September 30, 2024

The third quarter expenses for the Medical Officer of Health/Executive Officer were provided to the Board of Health for information purposes.

11.0 IN CAMERA

There was no in camera.

12.0 ADJOURNMENT

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 6:25 p.m.

Original Signed by Rick Champagne	2024/12/04
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2024/12/04
Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
PERSONNEL POLICY, LABOUR/EMPLOYEE RELATIONS COMMITTEE OF THE BOARD OF HEALTH
MINUTES – April 24, 2024
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Jamie Lowery
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne
Central Appointee	Maurice Switzer
Western Appointee	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland

Public Appointees:

Tim Sheppard
Catherine Still

ALSO IN ATTENDANCE:

Acting Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Human Resources	Josée Goulet
Executive Director, Finance	Isabel Churcher
Executive Assistant, Executive Director's Office	Christine Neily

REGRETS:

Central Appointee	Karen Cook
Central Appointee	Jamie McGarvey

RECORDER:

Executive Assistant, Office of the MOH/EO	Nelly Bothelo
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1.0 CALL TO ORDER

The Personnel Policy, Labour/Employee Relations Committee members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference. The meeting was open to the public and live streaming of the meeting was available to the media and public through a link provided on the Health Unit's website.

Rick Champagne, Board of Health Chairperson, called the April 24, 2024, Personnel Policy, Labour/Employee Relations Committee meeting to order at 5:38 p.m.

2.0 ELECTIONS

Nominations for Chairperson and Vice-Chairperson of the Personnel Policy, Labour/Employee Relations Committee were requested prior to the start of the meeting.

2.1 Election of Chairperson

Nomination was noted and the following motion was read:

The following motion read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/01 *Stickland/Wolfe

Be It Resolved, that Jamie Lowery be elected Chairperson for the Personnel Policy, Labour/Employee Relations Committee for the year 2024.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherin Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

"Carried"

2.2 Election of Vice-Chairperson

Jamie Lowery assumed the role of Chairperson. Nominations were noted and a final call for nominations was requested.

The following motion read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/02 *Switzer/Stickland

Be It Resolved, that Maurice Switzer be elected Vice-Chairperson for the Personnel Policy, Labour/Employee Relations Committee for the year 2024.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherin Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

3.0 APPROVAL OF THE AGENDA

The following motion regarding the April 24, 2024, Personnel Policy, Labour/Employee Relations Committee agenda was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/03 *Stickland/Wolfe

Be It Resolved, that the Personnel Policy, Labour/Employee Relations Committee agenda for April 24, 2024, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherin Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Personnel Policy, Labour/Employee Relations Committee – August 16, 2023

The minutes from the August 16, 2023, Personnel Policy, Labour/Employee Relations Committee meeting were presented.

The following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/04 *Inch/Sheppard

Be It Resolved, that the minutes from the Personnel Policy, Labour/Employee Relations Committee meeting held on August 16, 2023 be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherin Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

5.2 Personnel Policy, Labour/Employee Relations Committee – August 16, 2023 – In Camera

The minutes from the August 16, 2023, Personnel Policy, Labour/Employee Relations Committee in camera meeting were presented.

The following motion was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/05 *Still/Champagne

Be It Resolved, that the minutes from the Personnel Policy, Labour/Employee Relations Committee in camera meeting held on August 16, 2023, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		

Sara Inch	X	Catherin Still	X
Jamie Lowery	X	Maurice Switzer	X
Jamie McGarvey	R	Dave Wolfe	X

“Carried”

6.0 DATE OF NEXT MEETING

Date: September 25, 2024

Time: To be determined

Location: To be determined

7.0 BUSINESS ARISING

There were no agenda items under Business Arising.

8.0 IN CAMERA

9.0 NEW BUSINESS

9.1 Creation of an Ad Hoc Committee for the Performance Evaluation of the Medical Officer of Health/Executive Officer of the North Bay Parry Sound District Health Unit

The following motion related to the creation of an Ad Hoc Committee for the purpose of the performance evaluation of the Medical Officer of Health/Executive Officer was read:

Personnel Policy, Labour/Employee Relations Committee Recommendation
#PPLER/2024/04/06 *Stickland/Switzer

Whereas, Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health effective July 11, 2023, and

Whereas, The Board of Health is responsible for conducting a performance evaluation for the Medical Officer of Health/Executive Officer (MOH/EO) as outlined in section 4.1.4 q) of the Board of Health Policy B-G-008 – Roles and Responsibilities of the Board of Health and Individual Members of the Board of Health.

Therefore Be it Resolved, that the Personnel Policy, Labour/Employee Relations Committee recommend the Board of Health approve the creation of the ad hoc committee of the Board of Health called “Medical Officer of Health Performance Evaluation Committee” which is comprised of Chairperson, Board of Health (Ex-Officio); Chairperson, PPLER; and Executive Director, Human Resources.

Furthermore Be It Resolved, That the Policy, Labour/Employee Relations Committee recommend the Board of Health approve remuneration for this activity in accordance with Board of Health policy #B-F-004 – Remuneration, Board of Health Members.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherin Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

8.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Personnel Policy, Labour/Employee Relations Committee meeting at 5:51 p.m.

Original Signed by Jamie Lowery	2024/11/27
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2024/11/27
Nelly Bothelo, Recorder	Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, June 26, 2024
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)

Parry Sound District:

Southeastern Appointee	Marianne Stickland
Public Appointees:	Tim Sheppard

REGRETS:

Central Appointee	Jamie Lowery (<i>Vice-Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule
Northeastern Appointee	Blair Flowers
Western Appointee – Parry Sound District	Jamie McGarvey
Public Appointee	Catherine Still

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Finance	Isabel Churcher
Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
Executive Assistant, Executive Director’s Office	Christine Neily

RECORDER:

Executive Assistant, Office of the MOH/EO	Sheri Beaulieu
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1.0 CALL TO ORDER

The Finance and Property Committee members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference. The meeting was open to the public and live streaming of the meeting was available to the media and public through a link provided on the Health Unit’s website.

Marianne Stickland, Finance and Property Committee Chairperson, called the June 26, 2024, Finance and Property Committee meeting to order at 5:01 p.m.

Traditional territory land acknowledgement was provided by Karen Cook.

2.0 APPROVAL OF AGENDA

The following motion regarding the June 26, 2024, Finance and Property Committee agenda was read:

Finance and Property Recommendation #FP/2024/06/01 *Wolfe/Cook

Be It Resolved, that the Finance and Property Committee agenda, dated June 26, 2024, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

3.0 CONFLICT OF INTEREST

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Finance and Property Committee Minutes – April 24, 2024

The minutes from the April 24, 2024, Finance and Property Committee meeting were presented.

The following motion was read:

Finance and Property Recommendation #FP/2024/06/02 *Champagne/Sheppard

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on April 24, 2024, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		

Karen Cook	X	Tim Sheppard	X
Blair Flowers	A	Marianne Stickland	X
Sara Inch	X	Catherine Still	R
Jamie Lowery	R	Maurice Switzer	X
Jamie McGarvey	R	Dave Wolfe	X

“Carried”

5.0 DATE OF NEXT MEETING

Date: September 25, 2024

Time: To be determined

Location: To be determined

6.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

7.0 NEW BUSINESS

7.1 Insurance Program Annual Report

An annual review of the General Insurance Program is required by the Board of Health.

A written report was provided in the agenda package and the floor was opened for questions or comments. There was no further discussion.

The following motion was read:

Finance and Property Recommendation #FP/2024/06/03 *Inch/Switzer

Whereas, the North Bay Parry Sound District Health Unit (Health Unit) has held a contract with the Healthcare Insurance Reciprocal of Canada (HIROC) since 2013, and

Whereas, the service provider and costs related to the service have been very satisfactory to management and the Board of Health.

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve continuation of the contract for the general insurance program with the Healthcare Insurance Reciprocal of Canada until notified of any changes, and

Furthermore Be It Resolved, that the Finance and Property Committee be updated annually, at a minimum, on insurance matters.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	A		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	A			Marianne Stickland	X		
Sara Inch	X			Catherine Still	R		
Jamie Lowery	R			Maurice Switzer	X		
Jamie McGarvey	R			Dave Wolfe	X		

“Carried”

7.2 Risk Management Assessment Report

A report on the risk management assessment activities is required annually. A written report was provided as part of the agenda package.

The report provided a breakdown of the active risks and an update on the number of risk assessment sessions conducted since the previous year’s report. It was noted that the work required to investigate the potential for merging with neighbouring health units has impacted on the number of sessions conducted, however, the current activity is related to the risks associated with the position of not merging.

Comments and questions were received and addressed.

7.3 First Quarter Financial Statements – January 1 to May 31, 2024

The first quarter financial statements were extended to the end of May 2024 and are provided to the Finance and Property Committee for information purposes.

Questions and comments were received and addressed.

7.4 First Quarter Medical Officer of Health Expenses – January 1 to May 31, 2024

The first quarter expenses of the Medical Officer of Health/Executive Officer were extended to the end of May 2024 and are provided to the Finance and Property Committee for information purposes.

8.0 IN CAMERA

There was nothing brought forward requiring a closed session.

9.0 ADJOURNMENT

Having no further business, the Chairperson adjourned the Finance and Property Committee meeting at 5:20 p.m.

Original Signed by Marianne Stickland	2024/12/04
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2024/12/04
Sheri Beaulieu, Recorder	Date (yyyy/mm/dd)



Opening day was filled with love and excitement! We were delighted to have Sofia and Huy from Markham join us with their wedding party, as they prepared to embark on their new life together, as a married couple.

Welcome to the 2024 Market Report

For 15 years, the McKellar Market has thrived at Minerva Park, fostering meaningful connections between rural and urban communities, neighbours, and local businesses. By shopping at the market, customers are encouraged to explore the surrounding area, boosting foot traffic and community engagement. As a beloved tourist and community hub, the McKellar Market hosted over 100 vendors this year, offering a diverse array of goods and services. We would like to extend our sincere gratitude to the township staff: Karlee, Roshan, Mary, Tom and the public works department for their support throughout the year.

Week One, June 29th, Minerva Park was transformed into a vibrant can-

vas, adorned with Canada Flags, stickers, and tattoos. The atmosphere was electric as throngs of people converged, greeted by lively tunes and opening remarks by Councillor Nick Ryeland. A heartfelt thank you to our dedicated Canada Day tent crew and parking lot volunteers, whose collaborative efforts made this celebration truly unforgettable. The younger crowd were delighted to have their faces painted by Jamie-Leah Baker, Happy Face-Painting and Body Art, while attendees of all ages enjoyed meeting Smokey and Sparky, gaining invaluable insights into fire safety. The market was further elevated by pizza and drinks from the Domino's Pizza. It was a wet morning, but all in all, it was a phenomenal start to what was a busy market season.



Summer 2025 market season will kick off on Canada Day weekend, Saturday, June 28th, and run through to Labour Day weekend, Saturday, August 30th from 10am-1pm at Minerva Park. Be sure to mark your calendar for our Thanksgiving Market on Saturday, October 11th, Minerva Park and our Merry & Bright Christmas Market on Saturday, November 15th at the community centre. Watch the township website at www.mckellar.ca and market Facebook/Instagram pages for market updates.

Market Highlights

Week Two, July 6th, A rainy market day became an opportunity for our vendors and volunteers to shine. Shoppers were rewarded with a dynamic marketplace featuring an impressive variety of goods and services, paired with live music by Phil Jeffkins, John Davis and The Arbour's. New vendors Lily and Alex made a splash with their creative offerings, including handmade bracelets and fishing tackle.

Week Three, July 13th, With the sun shining brightly, shoppers descended upon the Minerva park, creating a lively atmosphere. We extend our thanks to Phil Morgan, The Arbour's and Alison Boyer, our gifted buskers, for infusing the market with their lively energy. We also commend the hard work, and commitment of our vendors who are vital to the markets success.

Week Four, July 20th, What a day, what a market, what a vibe! We were thrilled with the generous donations of towels and sheets for the animals at Aspen Valley Wildlife Sanctuary and to Phil Jeffkins, The Arbour's and John Davis for bringing the tunes. The waterfront was hopping with boats, and we were all living our best lives, fueled by A's Lemonade and Domino's goodness.

Week Five, July 27th , Mother Nature treated us to a picture-perfect morning of sunshine and a refreshing breeze. A huge thank you to Becky for lending a hand with park cleanup. Chris Somers' performance was a highlight, bringing joy and smiles to all. Buskers like Chris are essential to the market's vibrant atmosphere, and we are also grateful to have such a lovely pavilion, where musicians and visitors can meet, mingle and make meaningful community connections.



Week Six, August 3rd, The sun shone brightly, the smiles were aplenty, and the energy was electric. The Parry Sound District Paramedic Services joined McKellar Fire in sharing information regarding paramedic and fire services within our community. We were also delighted to receive more towels and bedding for Aspen Valley Wildlife Sanctuary rescues.

Week Seven, August 10th, We welcomed the Whitestone McKellar Lions Club to the market in support of their Grand In Your Hand Fundraiser. Lots of squares were purchased and bags of popcorn could be seen in the hands of shoppers throughout the park. Entertainment was provided by Phil Jefkins, The Arbour's, and Sully Burrows. Despite the rain, our loyal customers and vendors made the day truly unforgettable.

Week Eight, August 17th, It was a pleasure to have Caroline Claridge, Family Services Worker from the Parry Sound Salvation Army Community & Family Services, join us for our Back-to-School drive. The response was truly humbling, leading us to extend our collection of school supplies into the next week. Pictured below, Ainsley dropping off donations to help fellow students start off the school year with confidence and a smile.



Meet Our 2024 Vendors

A's Lemonade, All Summerscapes Gardens and Gifts, Audacine Inc., AArtwood Creations, Attilio's Fine Foods, Aligned Crystals + Wellness, A few Of Our Favourite Things, ArtisAnna Creative Coasters, Baking by Brenda, Birch & Stitches, Boon Docks, Blom Lavender Farm, BEEng Me Essentials, Birch Farms, Crafty Images, Chameleon Customs, Cathy's Kombucha, Carling Embroidery, Crafted In My Hands, CJ's Fresh Fish and Seafood, Carole's Crystals, Cottage Country Crocheting, Susan and Terry Cole, Daisy Menu by Romana, Dun-Ahmic Snowriders, Dockside Delights Bake Shop, Domino's Pizza, Dinner Is Served, Doughlaney, Enchanted Elves, Etchingworks, Elle-Zed Creations, Frozen Bay, 4 Season's Crafts, For The Love of Beading, Foster's Farm, Fire & Folk Candle Co., Fawn & Doe Co., Fizzies 'n' Wicks, For the Bees, GMac Fresh Meat, Michelle Greville, GMT Woodworks, Glassworks by Wendy, Handstand Headbands, Holly's Pottery, Heather's 31 Gems, Holidaze_Ig, Huggables, Heart of Yolk, Happy Tummy, Interwoven Jewelry, Darlene Jacklin, J&J's Pet Sitting, Jane's Pebble Art, Kelawil Krafts, Kathy Jo's Wool ReKreations, Knitting by Kim, Katariina Crafts, Liberation Tours, Little Cabin Creative Co., Lakeside Sweets, Lasting Impression, Leigh-Ann Desmarais, LakLife Adventurtists, Mac K9 Kitchen, Makayla Jewelry, Meli, Muskoka Granola, Moon River Apothecary, Muddy Handshake, mfcreate— Marg Ferguson, Thom Morrissey Photography, MLCA, Northwood Carvings, Organic Nature, Popsicle & Peach Boutique, Peak of Survival, Dorota Parvzel, Pillitteri Estates Winery, Bruce Penny, PSC Woodshop, PJ's Meats, Market on the Move, Roncy Bro's Popcorn, Ragz Incredibly Soft Pullovers, River Made Farmstead, Rosewell Woodworking, Rural Root Apothecary, Sandra's Sassy Stitch, Sue's Craft Studio, Salvatore's Gourmet Food, Sweet Treats by Linda P., Sol Flower, Lily & Alex Snider, Savi Designs, SunSkye Stitchery, Stoneware by Sue, Sunset Gourmet by Jessica, Stamped Frosting, The Dusty Troll Woodcraft, Woodgate Farm, Wela's Kitchen, The Wooden Window, Temple Dog Rescue, David Thornborrow, Samantha's Homemade Signs, Sugar Lake Rustic Furniture, Talkers, T Designs, The Linen Closet, The Picket Fence Candle Co., The Wooden Window, The Strudel Lady, Wood + Heart Design Co., Permafrost Snacks, Soeur Body and Candle, Sound Septic Service, The Detour Co., Two Women and Their Waffles, Tammy Coo Designs, Wild Kernel Co., Whitestone/McKellar Lions Club, and Yase Handmade

Week Nine, August 24th, Together, we made a difference! Through the Fill a Backpack fundraiser, we raised \$262.05 in monetary donations, as well as a plethora of vital school supplies for Parry Sound Salvation Army Community & Family Services. Jackie Arbour was congratulated on winning the Lions' second Grand in Your Hand Lottery and the park was alive with shoppers.

Week Ten, August 31st, End of Summer Season Finale, We were thrilled to host a truly impressive number of visitors and vendors at our final summer market, bringing together a rich tapestry of community spirit and connection. As the warm sunshine filled the air, our musicians' dynamic performances captivated a diverse crowd of familiar faces and newcomers alike. Vendors were overjoyed, as visitors discovered and collected one-of-kind goodies and treasures.



The McKellar Market, The Jewel of McKellar on beautiful Lake Manitouwabing!

Thanksgiving Market

Minerva Park was transformed into a vibrant Fall Market complete with pumpkins, cornstalks, and a diverse array of vendors. The market success was further amplified by the generosity of attendees who donated to the Firefighters Association Food Drive, resulting in \$740. and a substantial collection of groceries and non-perishables. The photo booth proved to be a popular attraction, capturing cherished memories for families. Live music performances by Phil Jeffkins, Scott and Samantha and the Arbours added to the festive atmosphere. Domino's pizza was enjoyed by visitors and vendors, and the Dun-Ahmic Snowriders' 50/50 ticket draw saw Amy B. emerge as the lucky winner. A sincere thank you to all who bought tickets.



Christmas Market



hospitality in welcoming us into their space. For those interested in accessing Library services, please contact them at 705.389.2611. A special thank you to Carole Breault for generously offering to assist with setup and providing beautiful table décor. It was wonderful to see people from far and wide come together to support local vendors. Congratulations to Dinah RB. winner of the Lions Grand In Your Hand fundraiser with proceeds going towards the Lions Food & Toy Baskets for those in need in Whitestone and McKellar this Christmas.

The Merry & Bright Indoor/Outdoor market, held on November 16th at the community centre, was a resounding success with over 60 vendors showcasing their unique offerings. The festive bonfire, expertly managed by the McKellar Firefighters, added to the warm and welcoming atmosphere, while Santa's distribution of s'mores brought joy to all. We extend our heartfelt gratitude to the Ryeland Family for providing the Solo Stove and to Dominos Pizza for serving delicious pizza and hot chocolate. We also appreciate the McKellar Library's

Serving our community at Minerva Park since 2009

Contact Us:

701 Hwy. 124,
Box 69,
McKellar, ON
P0G 1C0
Phone:
705.773.9578
Email: rjgibson2217@gmail.com
Website: www.mckellar.ca

*The McKellar Market is where
amazing products are bought
and great friendships are made!*

Follow us on



Closing Remarks

As we close out 2024, we're grateful for the loyalty and support of our customers, vendors, service groups, volunteer, and musicians, who have made this year truly unforgettable. We're excited to announce that the Summer 2025 market season will kick off on Canada Day weekend, Saturday, June 28th, and run through Labour Day weekend, Saturday, August 30th from 10am-1pm at Minerva Park. Be sure to mark your calendar for the Thanksgiving Market on Saturday, October 11th, and the Merry & Bright Christmas Market on Saturday, November 15th.



From all of us at The McKellar Market, thank you for your patronage, and we look forward to serving you in 2025.

Respectfully submitted by Jan Gibson





Township of McKellar Staff Report

Prepared for: Mayor & Council

Department: Fire Department

Agenda Date: December 17, 2024

Report No: FD-2024-24

Subject: Month End Status Updates for November 2024

For the month of November 2024, the Township of McKellar Fire Department responded to a total of 11 calls consisting of:

- 10 Medical calls
- 1 Fire calls
- 0 Assistance calls (mutual/automatic/ or inter agency aid)
- 0 Motor Vehicle Collisions

This puts us at 124 calls for the year

Apparatus and Equipment:

Apparatus were stable during the month of November.

Medical equipment upgrades and implementation was completed during the month of November with the finished roll out of our necessary BLS training, our Defibrillator introduction to the crew members went exceedingly well as expected with everyone grasping the modern Semi Automatic AED machines placed into service in our front line rescue vehicles.

Dry Hydrant locations are still in the works with the hope that we can successfully budget and install at least one of these shortly after the ice goes out in the spring.

Personnel and Training:

Firefighter 2 training is complete, we have started this part of our certification training by opening an in house learning contract with the OFM, allowing us to use the materials they publish to work towards our standard deadline of July 2026. The OFM portal allows our responders to learn online theory, combined with in person lessons and practical tasks based on the current publication of JPR's (job performance requirements) put out by the OFM. FF2 testing took place at the end of November. Due to some scheduling conflicts the majority of our firefighters were able to write and perform the practical FF2 testing, Some of our firefighters will be challenging the exams at a future date early in the new year. 2 weekends of BLS (basic life support) training took place in October and November consisting of full Saturday's and Sunday's each. Hazardous Materials Operations training will begin in the spring, the planning for the instruction of the HazMat course has already begun and McKellar is a contributor to the overall West Parry Sound training group for the development of the curriculum. McKellar will also be challenging the OFM testing for the delivery of Ice Rescue and Auto Extrication in 2025.

Mandatory minimum attendance guidelines were put into place in January of 2024 after they had been agreed upon by the Chief and the Association. The goal of these minimums is to make sure that every firefighter attends at least a minimum amount of scheduled training nights and emergency responses, which allows the Chiefs to ensure that a certain level of competency is maintained at all times. This will decrease the chances of anyone getting hurt, increase the

quality of the service that we provide, and provide us with a vehicle to ensure that we retain a roster of only the most committed responders providing value for the budgeted dollars. At the end of this first year, 6 individuals did not meet expectations, 3 of which have legitimate medical reason, and will be exempt from the standard until they decide to withdraw or return to full duty. 3 individuals however will be entering phase 1 of our 3 phase program. This program is not meant to be punitive in nature, but rather to encourage a reflection on themselves as to whether they can meet the required commitments expected of them at this time during our push for certification by July 2026.

Buildings and other assets:

Contingency planning has been happening with the assistance of Telequip regarding the radio tower in an effort to mitigate the loss of service in the event of a tower collapse. At this point, we feel that we have a soft plan in place for re-establishing service on a temporary basis with a goal of minimizing the amount of dead space within the township until a full repair can take place. During the first capital budget meeting council was informed that the Fire Chief had been working with Bell to investigate the possibility of using the provincial system they have developed for the OPP and EMS for radio communications. As of the time of this report the requested background information and quotation has not been received. As such, planning for the possible construction of a new tower will continue until there is reason not to.

Capital budget work has begun as well as operational planning based on our department needs, service goals, and achieving the necessary certifications by the provincially mandated deadlines.

Respectfully submitted by:

[Original Signed]

Robert Morrison, CEMC/Fire Chief

Reviewed by:



Karlee Britton, Clerk/Administrator

Attachments: None.

**Township of McKellar
A/P Preliminary Cheque Run
(Council Approval Report)**

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
NOV2024		11-05-24	CPP Deductions	11-30-24	\$5,862.00	\$5,862.00	01-00-000-631	CPP Deductions	\$0.00	(\$5,862.00)
NOV2024		11-05-24	EI Deductions	11-30-24	\$1,636.38	\$1,636.38	01-00-000-632	EI Deductions	\$0.00	(\$1,636.37)
NOV2024		11-05-24	Income Tax Payable	11-30-24	\$19,871.78	\$19,871.78	01-00-000-633	Income Tax Payable	\$0.00	(\$20,061.21)
						\$27,370.16				
Total General						\$27,370.16				
Total Bills To Pay:						\$27,370.16				

**Township of McKellar
A/P Preliminary Cheque Run
(Council Approval Report)**

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
643	OMERS ADMINISTRATION CORPORATION, 900-100 ADELAIDE STREET WEST, TORONTO, ON, M5H 0E2									
NOV2024		11-01-24	OMERS Payable PENSION CONTRIBUTION - OCTOBER 2024	11-30-24	\$26,421.70	\$26,421.70	01-00-000-639	OMERS Payable	\$0.00	(\$9,570.82)
						\$26,421.70				
Total General						\$26,421.70				
General Liabilities and Equity										
1539	IRENE SLAWSON, 10 MEHARG DRIVE, MCKELLAR, ON, P2A 0B5									
NOV2024		11-05-24	Refundable Entrance/Bldg Fees ROAD DAMAGE DEPOSIT REFUND	11-30-24	\$750.00	\$750.00	01-01-030-617	Refundable	\$0.00	(\$4,370.00)
						\$750.00				
Total General Liabilities and Equity						\$750.00				
General Government										
282	ViaNet, 128 Larch St. Suite 502, Sudbury, ON, P3E 5J8									
NOV2024		11-01-24	Telecommunicaiton Service (Internet, Website) WIRELESS INTERNET -	11-30-24	\$170.89	\$170.89	01-02-060-031	Telecommunicaiton	\$11,280.00	\$2,191.68
						\$170.89				
Total General Government						\$170.89				
Protection to Persons and Property										
975	Minister of Finance (OPP), 33 KING STREET WEST, P.O. BOX 647, OSHAWA, ON, L1H 8X3									
300910241209111		10-09-24	Policing Services Annual Levy CREDIT MEMO - OPP LEVY	11-30-24	(\$994.00)	(\$994.00)	01-05-160-030	Policing Services Annual	\$363,282.00	\$121,098.00
382810241257022		10-31-24	Policing Services Annual Levy OPP LEVY - SEPTEMBER 2024	11-30-24	\$30,273.00	\$30,273.00	01-05-160-030	Policing Services Annual	\$363,282.00	\$121,098.00
						\$29,279.00				
Total Protection to Persons and Property						\$29,279.00				

**Township of McKellar
A/P Preliminary Cheque Run
(Council Approval Report)**

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Transportation										
21	ACE Equipment Rentals, PO Box 324, Parry Sound, ON, P2A 2X4									
34494		10-17-24	Materials & Supplies RENTAL OF ROLLER FOR CENTRE ROAD PROJECT	11-30-24	\$9,187.86	\$9,187.86	01-06-618-145	Materials & Supplies	\$33,000.00	\$15,606.82
						\$9,187.86				
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3042882		09-25-24	Workshop Supplies WELD EPOXY	11-09-24	\$20.53	\$20.53	01-06-210-148	Workshop Supplies	\$3,000.00	(\$2,088.05)
1-3048182		11-04-24	Workshop Supplies	11-30-24	\$178.15	\$178.15	01-06-210-148	Workshop Supplies	\$3,000.00	(\$2,088.05)
1-3048373		11-05-24	Workshop Supplies	11-30-24	\$230.65	\$230.65	01-06-210-148	Workshop Supplies	\$3,000.00	(\$2,088.05)
2-1212505		11-04-24	Materials & Supplies 4L MOTOMIX	11-30-24	\$150.44	\$150.44	01-06-228-145	Materials & Supplies	\$2,000.00	(\$2,233.07)
1-3047541		10-30-24	Maintenance Costs/Parts BATTERY 2024 FREIGHTLINER	11-30-24	\$357.71	\$357.71	01-06-251-143	Maintenance	\$5,000.00	(\$6,063.90)
						\$937.48				
334	Valley Blades Limited, , PO Box 126, Waterloo, ON, N2J 3Z9									
SV095363		10-31-24	Materials & Supplies PLOW SHOES/PLOW BOLTS	11-30-24	\$714.76	\$714.76	01-06-226-145	Materials & Supplies	\$12,000.00	\$6,585.80
						\$714.76				
362	Budget Propane & Oil, 1011 Beiers Rd, RR 1, Gravenhurst, ON, P1P 1R1									
056954		10-28-24	Furnace Oil GARAGE HEATING	11-30-24	\$469.61	\$469.61	01-06-210-031	Furnace Oil	\$15,000.00	\$8,139.59
1625384		10-30-24	COMMERCIAL PROPANE - GARAGE	11-30-24	\$1,858.79	\$1,858.79	01-06-210-031	Furnace Oil	\$15,000.00	\$8,139.59
						\$2,328.40				
558	AIR LIQUIDE CANADA INC, 1297 Kelly Lake Road, Sudbury, ON, P3E 5P5									
78070095		11-04-24	Materials & Supplies SHOP SUPPLIES ACETYLENE CYLINDER	11-30-24	\$353.26	\$353.26	01-06-210-145	Materials & Supplies	\$2,500.00	(\$121.47)
						\$353.26				
845	TOROMONT CAT, 3131 Highway 7 West., POBox 5511, Concord, ON, L4K 1B7									
WO901034276		10-31-24	Maintenance Costs/Parts TRACT MAINTENANCE - 420F2IT - CAT BACKHOE	11-30-24	\$69.21	\$69.21	01-06-243-143	Maintenance	\$7,500.00	(\$16,980.47)
WO901034277		10-31-24	Maintenance Costs/Parts TRACTMAINTENANCE - 140MAWD - CAT GRADER	11-30-24	\$85.49	\$85.49	01-06-248-143	Maintenance	\$43,206.86	(\$7,102.13)
						\$154.70				

**Township of McKellar
A/P Preliminary Cheque Run
(Council Approval Report)**

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
982	AIR AUTOMOTIVE TRACKING INC., 160 COLLARD DRIVE, KING CITY, ON, L7B 1E4									
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-233-143	Maintenance	\$13,000.00	\$6,298.17
MCK11-24		11-01-24	Maintenance Costs/Parts MONTHLY WIRELESS TRACKING - NOVEMBER 2024	11-30-24	\$20.35	\$20.35	01-06-235-143	Maintenance	\$14,500.00	(\$2,039.73)
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-237-143	Maintenance	\$15,500.00	\$6,806.53
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-246-143	Maintenance	\$7,375.68	\$535.07
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-247-143	Maintenance	\$3,200.00	\$2,509.57
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-248-143	Maintenance	\$43,206.86	(\$7,102.13)
MCK11-24		11-01-24	Maintenance Costs/Parts	11-30-24	\$20.35	\$20.35	01-06-250-143	Maintenance	\$12,000.00	\$8,449.50
MCK11-24		11-01-24	Maintenance Costs/Parts GPS HARDWARE AND INSTALLATION	11-30-24	\$753.02	\$753.02	01-06-251-143	Maintenance	\$5,000.00	(\$6,063.90)
						\$895.47				
985	GIN-COR, 5151 HIGHWAY 17 WEST, MATTAWA, ON, P0H 1V0									
88026		10-22-24	Maintenance Costs/Parts CHAIN MAIN CONVEYOR/REBUILT KIT MAIN CONVEYOR 2019 FREIGHTLINER	11-30-24	\$5,420.61	\$5,420.61	01-06-237-143	Maintenance	\$15,500.00	\$6,806.53
88192		10-30-24	Maintenance Costs/Parts REBUILT KIT TENSION SYSTEM 2019 FREIGHTLINER	11-30-24	\$1,587.08	\$1,587.08	01-06-237-143	Maintenance	\$15,500.00	\$6,806.53
						\$7,007.69				
1520	HV DUTY SUPPLY, 5 WATER STREET, PARRY SOUND, ON, P2A 3A3									
HVD23-#741		09-26-24	Maintenance Costs/Parts SYNTHETIC OIL	11-30-24	\$554.59	\$554.59	01-06-248-143	Maintenance	\$43,206.86	(\$7,102.13)
						\$554.59				
1540	SHADOW RIVER MECHANICAL, 46 CEMETERY ROAD, SEGUIN, ON, P0C 1J0									
SI-176		10-09-24	Capital - Transportation PUBLIC WORKS GARAGE BOILERS RFP#24-14	11-30-24	\$27,372.32	\$27,372.32	01-06-200-429	Capital - Transportation	\$136,000.00	\$129,837.91
						\$27,372.32				
Total Transportation						\$49,506.53				
Environmental Services										
12	Adams Brothers Construction Ltd, P.O. Box 324, Parry Sound, ON, P2A 2X4									
177179		11-04-24	Maintenance Costs/Parts MONTHLY TOILET RENTAL - TRANSFER STATION	11-30-24	\$183.17	\$183.17	01-08-300-143	Maintenance	\$0.00	(\$2,354.59)
177166		11-02-24	Waste Hauling Contract WASTE HAULING CONTRACT - OCTOBER 2024	11-30-24	\$5,579.75	\$5,579.75	01-08-301-122	Waste Hauling Contract	\$26,000.00	(\$2,804.59)
177167		11-02-24	Miscellaneous Revenue CREDIT MEMO FOR SCARP PURCHASE	11-30-24	(\$1,615.00)	(\$1,615.00)	01-02-104-552	Miscellaneous Revenue	\$1,000.00	(\$13,621.02)
						\$4,147.92				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
331 25536	Municipality of McDougall, 5 Baragar Blvd., McDougall, ON, P2A 2W9	10-31-24	Waste Tipping Fees WASTE TIPPING FEES - OCTOBER 2024	11-30-24	\$7,928.19	\$7,928.19	01-08-301-123	Waste Tipping Fees	\$80,000.00	\$14,699.74
						\$7,928.19				
Total Environmental Services						\$12,076.11				
<u>Health Services</u>										
109 184700	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3	10-30-24	Materials & Supplies ANCHORING EPOXY - CEMETERY	11-30-24	\$33.57	\$33.57	01-09-335-145	Materials & Supplies	\$2,500.00	\$2,373.85
						\$33.57				
196 NOV/2024	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT, 345 OAK STREET WEST, NORTH BAY, ON, P1B 2T2	11-01-24	North Bay Parry Sound Health Unit Annual Levy MUNICIPAL LEVY - NOVEMBER 2024	11-30-24	\$3,515.58	\$3,515.58	01-09-330-030	North Bay Parry Sound	\$42,187.00	\$7,031.20
						\$3,515.58				
Total Health Services						\$3,549.15				
<u>Parks and Recreation Facilities</u>										
109 184769	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3	11-05-24	Maintenance Costs/Parts MECHANIC WIRE/PAINT BRUSH	11-30-24	\$24.16	\$24.16	01-11-360-143	Maintenance	\$7,000.00	(\$626.87)
						\$24.16				
500 NOV2024	JOYCE HOPKINS, Box 92, McKellar, ON,	11-06-24	Recreation Programs REIMBURSEMENT REC COMMITTEE - TRICK OR TRUNK	11-30-24	\$72.76	\$72.76	01-11-360-129	Recreation Programs	\$9,950.00	\$6,940.64
NOV2024		11-06-24	Recreation Programs REIMBURSEMENT REC COMMITTEE - TRICK OR TRUNK	11-30-24	\$73.20	\$73.20	01-11-360-129	Recreation Programs	\$9,950.00	\$6,940.64
NOV2024		11-06-24	Maintenance Costs/Parts REIMBURSEMENT REC COMMITTEE - TRICK OR TRUNK	11-30-24	\$25.99	\$25.99	01-11-360-143	Maintenance	\$7,000.00	(\$626.87)
						\$171.95				
Total Parks and Recreation Facilities						\$196.11				
Total Bills To Pay:						\$121,949.49				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Fire Protection Services</u>										
642	JIM REVINGTON, , , ,									
NOV2024		11-07-24	Miscellaneous CANTEEN	11-30-24	\$187.82	\$187.82	01-03-150-024	Miscellaneous	\$3,500.00	\$2,763.58
NOV2024		11-07-24	Miscellaneous CANTEEN	11-30-24	\$110.43	\$110.43	01-03-150-024	Miscellaneous	\$3,500.00	\$2,763.58
						\$298.25				
Total Fire Protection Services						\$298.25				
Total Bills To Pay:						\$298.25				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
308	Debbie Zulak, 161 Balsalm Road, PO Box 232, McKellar, ON, P0G 1C0									
NOV82024		11-08-24	Bank Account COUNCILLOR PAY OCT 27 - NOV 8 2024	11-30-24	\$685.69	\$685.69	01-00-011-801	Bank Account	\$0.00	(\$1,751,278.97)
						\$685.69				
440	McKellar United Church, GD, McKellar, ON,									
NOV2024		11-12-24	Other Accounts Receivable CATERING FOR REMEMBRANCE DAY SERVICE	11-30-24	\$560.00	\$560.00	01-00-012-815	Other Accounts	\$0.00	\$40,692.38
						\$560.00				
1154	MARY SMITH,									
NOV2024		11-11-24	Other Accounts Receivable REIMBURSEMENT FOR REMEMBRANCE DAY FLOWERS AND MILEAGE	11-30-24	\$53.91	\$53.91	01-00-012-815	Other Accounts	\$0.00	\$40,692.38
NOV2024		11-11-24	Other Accounts Receivable -mileage	11-30-24	\$23.80	\$23.80	01-00-012-815	Other Accounts	\$0.00	\$40,692.38
						\$77.71				
Total General						\$1,323.40				
General Liabilities and Equity										
1541	WALTER KRAEHLING, 25-55.WELLESLEY STREET E, TORONTO, ON, M4V 2T6									
NOV2024		11-14-24	Refundable Entrance/Bldg Fees ROAD DAMAGE DEPOSIT REFUND	11-30-24	\$750.00	\$750.00	01-01-030-617	Refundable	\$0.00	(\$3,620.00)
						\$750.00				
Total General Liabilities and Equity						\$750.00				
General Government										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
NOV2024		11-04-24	Hydro Admin	11-24-24	\$883.09	\$883.09	01-02-060-008	Hydro Admin	\$14,000.00	\$100.77
						\$883.09				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
NOV2024	11-14-24	Employee Benefits	11-30-24	\$343.80	\$343.80	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$168.55	\$168.55	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$490.64	\$490.64	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$513.60	\$513.60	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
										\$1,516.59
1457	LASALLE BUSINESS MACHINES, 887-D NOTRE DAME AVE, SUDBURY, ON, P3A 2T2									
142860	11-01-24	Printing/Photocopier LEASE AND COPIES FOR OCTOBER 2024	11-30-24	\$330.58	\$330.58	01-02-060-012	Printing/Photocopier	\$5,000.00	\$487.17	
										\$330.58
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
NOV2024	11-14-24	Employee Benefits	11-30-24	\$2.59	\$2.59	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$2.00	\$2.00	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$3.56	\$3.56	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
NOV2024	11-14-24	Employee Benefits	11-30-24	\$3.56	\$3.56	01-02-060-005	Employee Benefits	\$22,360.48	\$4,469.90	
										\$11.71
Total General Government						\$2,741.97				
<u>Fire Protection Services</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
NOV2024	11-04-24	Hydro	11-24-24	\$110.31	\$110.31	01-03-151-008	Hydro	\$2,500.00	\$1,044.49	
NOV2024	11-04-24	Hydro	11-24-24	\$224.60	\$224.60	01-03-152-008	Hydro	\$3,500.00	\$746.61	
NOV2024	11-04-24	Hydro	11-24-24	\$109.19	\$109.19	01-03-154-008	Hydro	\$1,750.00	\$474.78	
										\$444.10
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
IVC000000000230	11-12-24	Courses & Training BURN TRAILER - OCTOBER 2024	11-30-24	\$104.67	\$104.67	01-03-150-015	Courses & Training	\$25,000.00	\$14,700.38	
IVC000000000230	11-12-24	Mutual Aid Agreement MUTUAL AID - COMPRESSOR	11-30-24	\$224.69	\$224.69	01-03-150-102	Mutual Aid Agreement	\$9,500.00	\$8,394.30	
										\$329.36
301	WOSSCO Diesel Power, PO Box 100, Nobel, ON, P0G 1C0									
11580	11-11-24	T1-2019 INT.TRUCK#709568 FULL SERVICE FIRE TRUCK - TANKER 1	11-30-24	\$1,909.90	\$1,909.90	01-03-153-206	T1-2019	\$3,500.00	\$3,500.00	
										\$1,909.90

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$47.77	\$47.77	01-03-150-005	Employee Benefits	\$6,000.00	\$796.37
						\$47.77				
1542 209476	MAC LANG LIMITED, 78 MAIN STREET WEST, PO BOX 539, SUNDRIDGE, ON, 10-23-24 YEARLY CERTIFICATION - 1500 DODGE RAM 2022	11-30-24		11-30-24	\$280.85	\$280.85	01-03-153-208	Rescue 1 2008 Ford	\$0.00	\$0.00
						\$280.85				
Total Fire Protection Services						\$3,011.98				
<u>Building Department</u>										
873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$507.37	\$507.37	01-04-170-005	Employee Benefits	\$9,126.62	\$3,360.72
						\$507.37				
1486 NOV2024	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	11-14-24	Employee Benefits	11-30-24	\$3.22	\$3.22	01-04-170-005	Employee Benefits	\$9,126.62	\$3,360.72
						\$3.22				
Total Building Department						\$510.59				
<u>Protection to Persons and Property</u>										
873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$328.11	\$328.11	01-05-182-005	Employee Benefits	\$2,066.62	(\$619.74)
						\$328.11				
1486 NOV2024	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	11-14-24	Employee Benefits	11-30-24	\$0.52	\$0.52	01-05-182-005	Employee Benefits	\$2,066.62	(\$619.74)
						\$0.52				
Total Protection to Persons and Property						\$328.63				
<u>Transportation</u>										
116 NOV2024	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3	11-04-24	Hydro	11-24-24	\$205.19	\$205.19	01-06-210-008	Hydro	\$3,000.00	\$679.70
						\$205.19				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
357	Innovative Surface Solutions Canada, 78 Orchard Road, Ajax, ON, L1S 6L1									
PS-INV003842		11-11-24	PROPATCH	11-30-24	\$3,771.13	\$3,771.13	01-06-245-145	Materials & Supplies	\$25,000.00	\$2,977.71
						\$3,771.13				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
NOV2024		11-14-24	Employee Benefits	11-30-24	\$445.99	\$445.99	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
NOV2024		11-14-24	Employee Benefits	11-30-24	\$434.16	\$434.16	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
NOV2024		11-14-24	Employee Benefits	11-30-24	\$440.45	\$440.45	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
						\$1,320.60				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
NOV2024		11-14-24	Employee Benefits	11-30-24	\$1.87	\$1.87	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
NOV2024		11-14-24	Employee Benefits	11-30-24	\$2.03	\$2.03	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
NOV2024		11-14-24	Employee Benefits	11-30-24	\$1.87	\$1.87	01-06-200-005	Employee Benefits	\$22,000.00	\$2,089.73
						\$5.77				
Total Transportation						\$5,302.69				
<u>Street Lighting</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
NOV2024		11-04-24	Hydro	11-24-24	\$130.10	\$130.10	01-07-229-008	Hydro	\$1,900.00	\$204.37
NOV2024		11-04-24	Hydro	11-24-24	\$5.18	\$5.18	01-07-229-008	Hydro	\$1,900.00	\$204.37
NOV2024		11-04-24	Hydro	11-24-24	\$22.38	\$22.38	01-07-229-008	Hydro	\$1,900.00	\$204.37
NOV2024		11-04-24	Hydro	11-24-24	\$12.81	\$12.81	01-07-229-008	Hydro	\$1,900.00	\$204.37
						\$170.47				
Total Street Lighting						\$170.47				
<u>Environmental Services</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
NOV2024		11-04-24	Hydro	11-24-24	\$87.03	\$87.03	01-08-300-008	Hydro	\$2,000.00	\$170.96
						\$87.03				
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
IVC000000000230		11-07-24	Household Hazardous Waste HOUSEHOLD HAZARDOUS WASTE - JAN 2024-JUNE	11-30-24	\$4,425.78	\$4,425.78	01-08-300-120	Household Hazardous	\$15,000.00	\$15,000.00
						\$4,425.78				

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873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$117.31	\$117.31	01-08-300-005	Employee Benefits	\$1,400.00	\$396.28
						\$117.31				
Total Environmental Services						\$4,630.12				
<u>Parks and Recreation Facilities</u>										
116 NOV2024	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3	11-04-24	Hydro	11-24-24	\$34.89	\$34.89	01-11-360-008	Hydro	\$400.00	\$49.36
						\$34.89				
873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$242.44	\$242.44	01-11-360-005	Employee Benefits	\$3,600.00	\$977.09
						\$242.44				
1405 NOV2024	TERRY LACEY, 210 BURNETT'S ROAD, MCKELLAR, ON,	11-12-24	Materials & Supplies REIMBURSEMENT FOR REC COMMITTEE PURCHASES	11-30-24	\$60.00	\$60.00	01-11-360-145	Materials & Supplies	\$3,000.00	(\$921.29)
NOV2024	11-12-24	Materials & Supplies REIMBURSEMENT FOR REC COMMITTEE PURCHASES	11-30-24	\$9.10	\$9.10	01-11-360-145	Materials & Supplies	\$3,000.00	(\$921.29)	
						\$69.10				
1486 NOV2024	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	11-14-24	Employee Benefits	11-30-24	\$1.46	\$1.46	01-11-360-005	Employee Benefits	\$3,600.00	\$977.09
						\$1.46				
Total Parks and Recreation Facilities						\$347.89				
<u>Community Centre</u>										
116 NOV2024	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3	11-04-24	Hydro	11-24-24	\$394.25	\$394.25	01-12-370-008	Hydro	\$7,500.00	\$1,320.83
						\$394.25				
873 NOV2024	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	11-14-24	Employee Benefits	11-30-24	\$389.98	\$389.98	01-12-370-005	Employee Benefits	\$1,368.52	\$1,368.52
						\$389.98				
1486 NOV2024	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	11-14-24	Employee Benefits	11-30-24	\$1.30	\$1.30	01-12-370-005	Employee Benefits	\$1,368.52	\$1,368.52
						\$1.30				
Total Community Centre						\$785.53				

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<u>Cultural</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
NOV2024	Library - Hydro	11-04-24		11-24-24	\$299.63	\$299.63	01-13-381-008		\$4,500.00	(\$184.92)
						\$299.63				
Total Cultural						\$299.63				
<u>Planning and Development</u>										
1320	J.L. Richards & Associates, 343 Preston Street, Tower II, Suite 1000, Ottawa, ON, K1S 1N4									
122570	Planning Consultant Services MCBRIDE REZONING	11-07-24		11-30-24	\$1,880.52	\$1,880.52	01-14-400-021	Planning Consultant	\$58,352.00	\$6,335.31
						\$1,880.52				
Total Planning and Development						\$1,880.52				
Total Bills To Pay:						\$22,083.42				

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General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
NOV22/2024	11-22-24	11-22-24	CPP Deductions	11-30-24	\$2,097.98	\$2,097.98	01-00-000-631	CPP Deductions	\$0.00	(\$2,097.98)
NOV22/2024	11-22-24	11-22-24	EI Deductions	11-30-24	\$610.69	\$610.69	01-00-000-632	EI Deductions	\$0.00	(\$610.68)
NOV22/2024	11-22-24	11-22-24	Income Tax Payable	11-30-24	\$9,882.63	\$9,882.63	01-00-000-633	Income Tax Payable	\$0.00	(\$10,072.06)
						\$12,591.30				
Total General						\$12,591.30				
Total Bills To Pay:						\$12,591.30				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Transportation</u>										
551	Ward Stoneman, , RR#1, Parry Sound, ON, P2A 2W7	NOV2024	11-20-24 Personal Protective Equipment Employee Allowance	11-30-24	\$107.84	\$107.84	01-06-200-008	Personal Protective	\$1,000.00	\$517.51
						\$107.84				
1064	RODNEY MATTHEWS, , , ,	NOV2024	11-20-24 Personal Protective Equipment Employee Allowance	11-30-24	\$360.21	\$360.21	01-06-200-008	Personal Protective	\$1,000.00	\$517.51
						\$360.21				
Total Transportation						\$468.05				
Total Bills To Pay:						\$468.05				

2024 IN RETROSPECT

As 2024 draws to a close, Council wishes to highlight some of the happenings throughout the year that may be of interest to residents of the Township of McKellar.

The day-to-day workings of the Township, under the guidance of well-trained staff, are not necessarily highlighted in this year-end report, but the employees' professional approach and dedication help to ensure that all runs smoothly and that residents' concerns are dealt with in a timely and satisfactory manner.

Minerva Park's McKellar Market continues to be a success story under professional leadership and is recognized area wide and beyond by its vendors and potential purchasers. Noteworthy as well are the many volunteers, individually and as members of local organizations, who continue to give so selflessly of their time to make our community a better place for residents and visitors alike.

HUMAN RESOURCES

- Office Staff to be increased by one in 2025, with interviews completed
- Public Works Staff increased by one
- Hired By-law Enforcement Officer with retirement of former MLEO
- Temporary hire to assist at Transfer Station for busy part of summer
- Hiring of Clerk/Administrator, Deputy Clerk, Public Works Superintendent, custodian;
- Contract with an engineering firm to act as project manager for major road and other related public works projects with extension into 2025

INFRASTRUCTURE PURCHASES

- Public Works Dept. – (i) upgrades to facilities; (ii) catch-up on vehicle maintenance and supply purchases; (iii) authorize purchase of new 5500 4-wheel drive with dump box
- Fire Dept. – (i) upgrades to facilities; (ii) discussions re new tower and purchase of mini-pumper in addition to installation of dry-hydrants
- Office – authorize purchase of new server and other I.T. upgrades
- Building Dept. – authorize purchase of new SUV with deliverable in January, 2025
- Recreation Committee – budgeted playground equipment for Broadbent ballpark delayed until 2025 to receive input from residents of the area; netting for rink complex under review

INFRASTRUCTURE REPAIR/UPGRADING

- Ongoing improvements to Hemlock church – preparation for future community hub
- Ongoing exterior improvement & structural repair to St. Stephen's Church – preparation for future community hub (assisted by NOHFC grant)
- Ongoing improvements to kitchen at Community Centre, including new stove, new flooring, new cupboards, new countertop, new washroom facilities
- Ongoing work on new ballfield beside rink complex with MTO entrance permit (assisted by NOHFC grant) – completion moved to summer of 2025
- Ongoing micro-sealing of two municipally owned year-round roads
- Municipal assumption of Craigmere Subdivision roads
- Deerfield Rd. & Bay Dr. Subdivision – ongoing discussions with landowners re upgrades required for municipal assumption of roads based on engineered drawings and Township Road Policy

- F.R. 152 (Stoney Road); F.R. 152A (Dockside Drive); F.R. 152B (Bruce Trail) – ongoing discussions with landowners re upgrades required for municipal assumption of roads based on engineered drawings and Township Road Policy; discussions to continue with landowners on Moffat Road in 2025
- New hardware installed in Community Centre hub for improved I.T. services
- 3 km section of Centre Road treated with hardtop asphalt
- Engineered drawings prepared for upgrading of section of Hurdville Road slated for 2025
- Ongoing discussions with MTO and O.P.P., led by a local resident, re a Community Safety Zone in the village of McKellar along a section of Hwy. 124
- Streetlight located at corner of Hwy. 124 and McKellar Ferguson Boundary Road S (E) [Vowels' Road]

GOVERNANCE

- By-laws amended/replaced by new – ongoing review of all Township by-laws
- Fire Department – for most regular burning, no legislation requiring permits was implemented but the By-law was updated with input from the Fire Chief and residents
- Code of Conduct for Building Officials implemented
- Conflict of Interest By-law for all personnel and employees of the Township enacted
- Policy for closing and selling of Township road allowances established
- Asset Management Plan updated/created by Treasurer with assistance of outside contract

PLANNING

- RFP for revised Official Plan and Zoning By-law to include such items as short term rentals; second dwellings; road allowances leading to waterbodies; permitted uses and accessory buildings regulations; and pre-consultation procedures – 2 public meetings were held to entertain residents' concerns and now awaiting response from MMAH (one window approach)
- A number of Zoning By-law amendments were received and processed

AREA WIDE INITIATIVES

- West Parry Sound Recreation and Cultural Centre – commitment of approximately \$1,000,000 by majority of former Council – new site purchased – work in progress on site, but Township has limited its future contributions and commitments
- West Parry Sound Economic Development Collaborative – following progress of new initiative
- Belvedere Heights Home for the Aged – ongoing discussions with Board of Management re the building of 22 new private rooms on the first floor

2025 promises to be another interesting year with many projects slated for development. Although there was a preliminary public meeting in November to discuss the proposed capital budget for 2025, budget discussions will begin in earnest in January, 2025, using the 5-year capital forecast and the 5-year construction forecast, submitted earlier in 2024 by the Treasurer and the Public Works Department, respectively.

As always, Council is prepared to listen to and to discuss your concerns as we collectively do our best to serve the residents and to move the Township of McKellar forward in a manageable and affordable way. Though much has been accomplished, much remains to be done. Your input is valued.

Council of the Township of McKellar



THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2024 – 184

DIVISION LIST	YES	NO	DATE: November 19, 2024
Councillor G. ASHFORD	_____	_____	MOVED BY:
Councillor J. BELESKEY	_____	_____	
Councillor P. BORNEMAN	_____	_____	<u>BK</u>
Councillor B. KEITH	_____	_____	SECONDED BY:
Councillor D. McCANN	_____	_____	
Councillor C. McDONALD	_____	_____	
Mayor J. McGARVEY	_____	_____	

CARRIED: **DEFEATED:** _____ **Postponed to:** _____

WHEREAS 74 James Street (Parry Sound Post Office) has been listed on the Directory of Federal Real Property as available for housing development;

AND WHEREAS the status of the federal listing is "Open for Feedback";

AND WHEREAS Parry Sound's Post Office is a district sorting and distribution hub;

AND WHEREAS there are other important government services provided in the building;

AND WHEREAS the services offered by Canada Post and the other government agencies are important to the businesses and residents in West Parry Sound; and

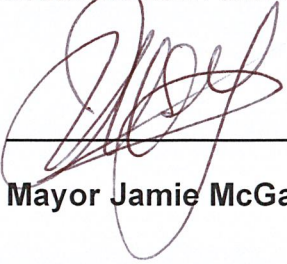
AND WHEREAS the employment created through the provision of these services is important to the local economy:

THEREFORE BE IT RESOLVED THAT:

In response to the federal government's request for feedback, the federal government and Canada Post Corporation be advised that the Town of Parry Sound strongly supports Canada Post services, the services offered by Service Canada out of 74 James Street and that the associated jobs remain in the Town of Parry Sound;

AND THAT this resolution be forwarded to the other six (6) area municipalities that together comprise West Parry Sound; and

AND THAT this resolution be forwarded to MP Scott Aitchison and MPP Graydon Smith.



Mayor Jamie McGarvey



Seguin Township

5 Humphrey Drive,
Seguin, Ontario P2A2W8

Tel: (705) 732-4300
Toll Free: (877) 473-4846
Fax: (705) 732-6347
www.seguin.ca

SENT VIA EMAIL: scott.aitchison@parl.gc.ca

December 5th, 2024

MP Scott Aitchison
Parry Sound-Muskoka
1-15 Northland Lane
Huntsville, ON P1H 1M4

Dear MP Scott Aitchison;

RE: Resolution No. 2024-363 – Parry Sound Post Office Building & Services

At the regular meeting of the Township of Seguin Council held December 2nd, 2024, Council passed Resolution No. 2024-363 (copy attached) regarding Parry Sound Post Office Building & Services.

Your attention to this matter is appreciated.

Sincerely,

Donna McLeod
Clerk's Department

Encl.

cc: (via email) Town of Parry Sound
 Township of McKellar
 Municipality of McDougall
 Municipality of Whitestone
 Township of Carling
 Township of The Archipelago
 MPP Graydon Smith



Resolution No. 2024-363

**The Corporation of
the Township of Seguin**

Moved by GF Gail Finson

Seconded by GG Greg Getty Date December 2nd, 2024

WHEREAS 74 James Street (Parry Sound Post Office) has been listed on the Directory of Federal Real Property as available for housing development;

AND WHEREAS the status of the federal listing is "Open for Feedback";

AND WHEREAS Parry Sound's Post Office is a district sorting and distribution hub;

AND WHEREAS there are other important government services provided in the building;

AND WHEREAS the services offered by Canada Post and the other government agencies are important to the businesses and residents in West Parry Sound;

AND WHEREAS the employment created through the provision of these services is important to the local economy;

NOW THEREFORE BE IT RESOLVED THAT in response to the federal government's request for feedback, the federal government and Canada Post Corporation be advised that Council of The Corporation of the Township of Seguin strongly supports Canada Post services, the services offered by Service Canada out of 74 James Street and that the associated jobs remain in the West Parry Sound area;

AND FURTHER THAT this resolution be forwarded to the other six area municipalities that together comprise West Parry Sound;



The Corporation of the Township of Seguin

AND FURTHER THAT this resolution be forwarded to Parry Sound-Muskoka MP Scott Aitchison and Parry Sound-Muskoka MPP Graydon Smith.

<u>DIVISION LIST</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>	
Adams	—	—	—	—	CARRIED <i>CSM</i>
Buszynski	—	—	—	—	DEFEATED —
Collins	—	—	—	—	
Fellner	—	—	—	—	
Finnson	—	—	—	—	
Getty	—	—	—	—	
MacDiarmid	—	—	—	—	

Karlee Britton

From: S Boggs
Sent: November 29, 2024 1:17 PM
To: deputyclerk@mckellar.ca
Cc: Trudie Johnson
Subject: resolution of support

Dear Mayor and Council:

On behalf of the Board of Directors of the Parry Sound Curling Club, I am writing to request your support for the Curling Club's application to the Northern Ontario Heritage Fund (NOHFC) and the Ontario Trillium Foundation for accessibility infrastructure improvements to the Club. Specifically, the Club is applying for funding to instal a lift to provide access to all levels in the building and to make other accessibility improvements such as automatic doors and accessible washrooms.

As you may know, the Curling Club is an important social hub in the community, providing recreational and social activities for the whole of the West Parry Sound Area. The membership is diverse and inclusive with an active junior curling program and seniors leagues as well as darts and social events. With the addition of these accessibility improvements to the building, the club will be all the more inclusive.

On behalf of the Curling Club, thank you for your consideration and anticipated support. Below is a sample resolution.

Best regards and good curling,

Shawn Boggs

cc. Trudy Johnson

"That the Corporation of the Township of McKellar support the Parry Sound Curling Clubs funding application to the Northern Ontario Heritage Fund and the Ontario Trillium Foundation for accessibility improvements to the Curling Club building."



Chief Administrative Officer's Report

October 2024

Mission Statement

To foster healthier communities by economically providing caring human services that empower and enable the people we serve to improve their quality of life.

AMO Knowledge Exchange on Community & Supportive Housing

From October 1st & 2nd I attended the AMO Knowledge Exchange on Community and Supportive Housing in Toronto. This solutions focused event brought together over 200 elected officials, municipal, provincial and federal representatives and Indigenous and sector leaders.

Over the two days, leading thinkers and organizational and subject matter experts convened to build understanding, insight and action on advancing and growing Ontario's community and supportive housing system.



(Shown here: Master of Ceremonies Jamie McGarvey, Mayor of the Town of Parry Sound and DSSAB Board Member).

District of Parry Sound Municipal Association Meeting

On Friday, September 27th, I attended the District of Parry Sound Municipal Association meeting at the Pointe au Baril Community Centre in the Township of the Archipelago. There were approximately 100 people in attendance, primarily elected officials, ministries, agencies and municipal staff from all municipalities in the District of Parry Sound. I was pleased to see several members of our board in attendance.

(Shown here: Jerry Brandt, Janice Bray, Rick Zanussi, Tammy MacKenzie, Ted Collins. In attendance but absent from photo was Tom Lundy.)



Results from this Summer's Third Party Fundraiser for Esprit!

Esprit Place Family Resource Centre would like to thank the organizers, participants, sponsors and donors of the fundraising event held on Saturday, July 27th.

We're pleased to announce that this year's event raised almost \$16,000 for Esprit Place Family Resource Centre!

The event, a sixties dance party featuring Shark Sandwich and special guests, was held this summer at the Jolly Roger in Seguin Township.



Third party events are a fantastic way to help support Esprit Place Family Resource Centre. Community fundraisers can be as simple as a bake sale or as intricate as a fundraising dinner, and demonstrate that our community has a strong belief in the services and programs we offer to the women and children experiencing violence across the District of Parry Sound. Funds raised from these events go straight to the shelter and our outreach programs.

For more information, please visit our website <https://www.espritplace.ca/host-an-event/>

Community Events



This month, we were pleased to be invited to set up a weekly information booth at Shoppers Drug Mart in Parry Sound for the Shoppers Foundation for Women's Health™ 'Giving Shelter' campaign. The campaign united all their stores in a fundraising effort to support over 310 local women's shelters and programs across Canada. 100% of donations raised in



Also, we were pleased to be invited to a 'Community Connections Expo' hosted at the Parry Sound campus of Canadore College on September 23rd. The intent of the event was to provide students and faculty with information on valuable community services and resources.

Human Resources Update

We are currently searching for a new Director of Finance after Shannon Johnson’s departure. The application period is open until October 18th, and we are confident we will find the ideal candidate.

Recruitment efforts continue to be robust as we work to fill open positions across various departments. We currently have 11 positions open, including roles in Childcare centres and Ontario Works. Our recruitment team diligently screens applications and conducts interviews to ensure we attract the best talent. We have seen a healthy influx of candidates, and we are utilizing various channels, including job boards, social media, and recruitment fairs, to reach a diverse pool. We are committed to fostering a diverse workforce and are actively implementing strategies to attract candidates from varied backgrounds.

As part of our ongoing commitment to employee development and safety, we are excited to announce the introduction of training programs in two key areas: CPR certification and advanced Excel skills.

- **CPR Training:** Recognizing the importance of workplace safety, we will offer CPR training sessions to equip employees with essential life-saving skills. We believe this initiative will not only enhance workplace safety but also foster a culture of preparedness among our employees.
- **Excel Training:** In today’s data-driven environment, proficiency in Excel is crucial for effective performance across various roles. We have been able to offer a series of workshops aimed at improving employees’ Excel skills, ranging from basic functions to advanced techniques. These workshops are tailored to meet the diverse skill levels within our organization, ensuring that all employees can benefit from this training.

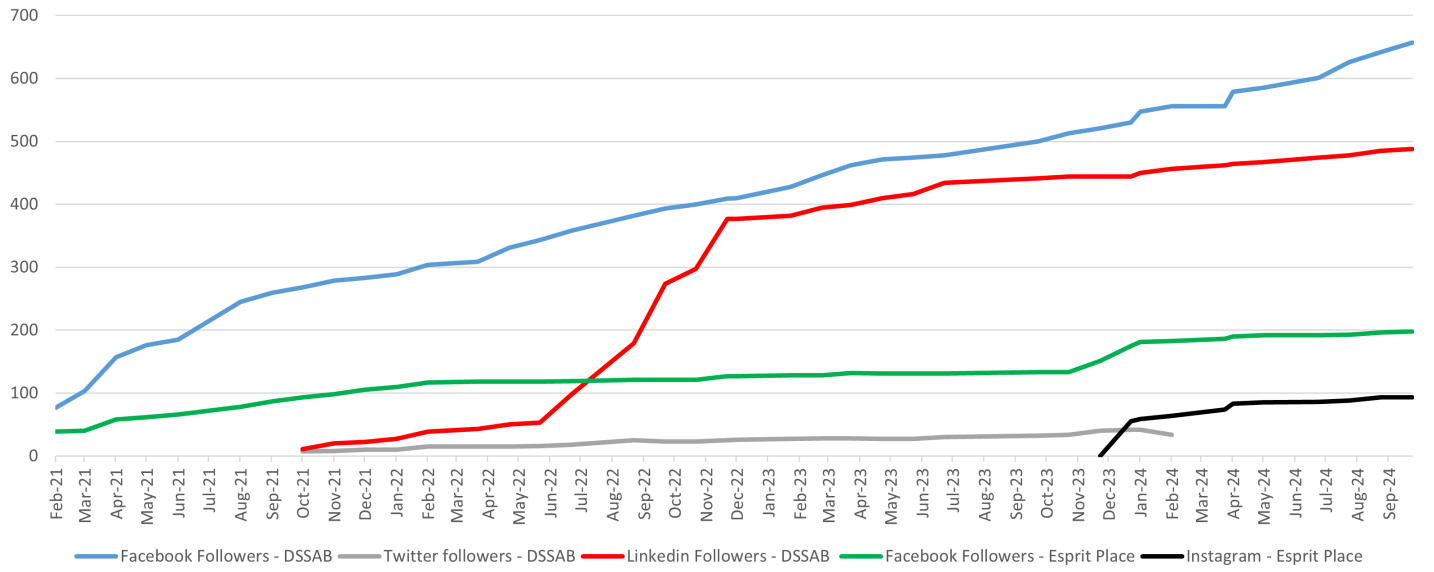
DAWN Summit Job Fair (North Bay)

On Wednesday, October 2, 2024, members of our Human Resources team travelled to the Best Western North Bay Hotel & Conference Centre for the DAWN Summit Job Fair.

This event was organized by Yes Employment Services in partnership with Diversity at Work Nipissing and the EmployEASE Accessibility Program. It was funded by Immigration, Refugees and Citizenship Canada (IRCC) and the Ministry of Employment and Social Development of Canada (ESDC).



Social Media Insights



Facebook - DSSAB	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024
Total Page Followers	579	585	601	626	642	657
Post Reach this Period (# of people who saw post)	5,647	5024	5213	5510	6261	5343
Post Engagement this Period (# of reactions, comments, shares)	724	621	599	609	512	647

Facebook -Esprit Place Family Resource Centre	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024
Total Page Followers	190	192	192	193	196	198
Post Reach this Period (# of people who saw post)	310	299	421	526	1782	275
Post Engagement this Period	43	67	102	26	91	32

DSSAB LinkedIN Stats https://bit.ly/2YyFHIE	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024
Total Followers	464	467	474	478	485	488
Search Appearances (in last 7 days)	102	125	178	226	184	90
Total Page Views	30	56	26	26	26	84
Post Impressions	846	773	1089	1251	1241	243
Total Unique Visitors	12	22	15	11	13	41

Instagram - Esprit Place Family Resource Centre https://www.instagram.com/espritplace/	APR 2024	MAY 2024	JUNE 2024	JULY 2024	AUG 2024	SEPT 2024
Total Followers	74	83	85	86	93	93
# of posts	23	25	27	29	34	36

Licensed Child Care Programs

Total Children Utilizing Directly Operated Child Care in the District August 2024

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	3	3	0	2	18	26
Toddler (18-30M)	7	4	14	10	26	61
Preschool (30M-4Y)	16	11	16	41	37	121
# of Active Children	26	18	30	53	81	208

The rollout of the OneHSN District of Parry Sound Application Portal has been embraced by families seeking child care and has eased the burden of the application process for both families and program supervisors.

As of August 30th, there are 18 Home Child Care Program approved homes across the district with a total of 107 children enrolled, including school age.

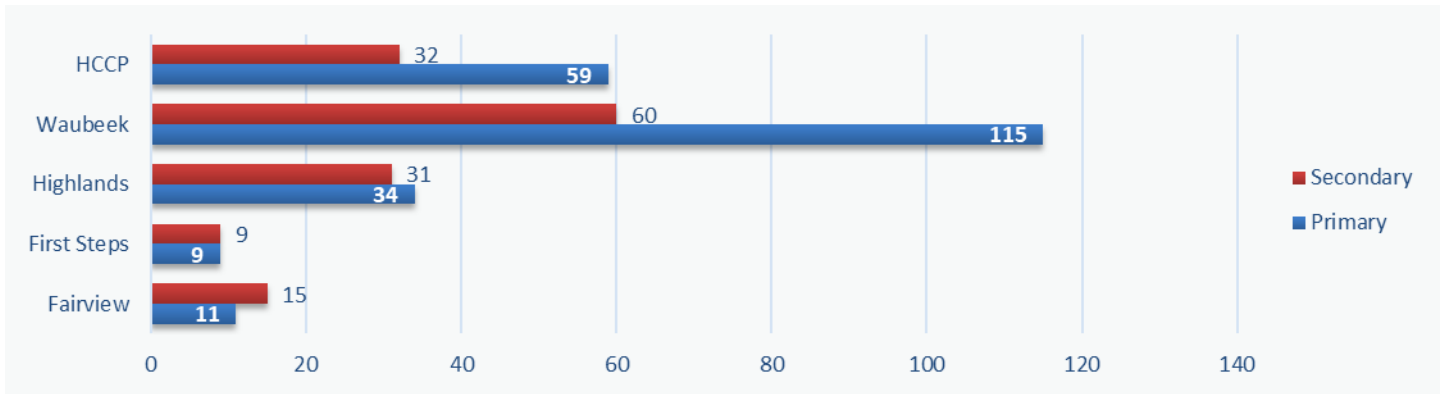
Waubeek ELCCC has completed the relocation of all the children to 66A Waubeek Street, Parry Sound. The families, children and staff are excited to be all together.

School Age Programs August 2024

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	26 enrolled for Sept.	8	0
Mapleridge Before School	8 enrolled for Sept.	0	0
Mapleridge Summer Program	12	N/A	N/A
Sundridge Centennial After School	10 enrolled for Sept.	2	0
Home Child Care	26	6	1
# of Active Children	54		

The School Age Summer Program was very successful this year with a full enrollment. The Home Child Care Program saw several discharges throughout the month of August as families are preparing for children to transition to school.

**Directly Operated Child Care Waitlist by Program
August 2024**



These waitlist numbers are based on the current OneHSN Application Portal and are duplicate numbers as families are applying to more than one child care program in each area.

The blue bar indicates the current number of children currently needing care that cannot be accommodated. The red bar shows the number of children that will be needing care in future months.

**Inclusion Support Services
August 2024**

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	3	3	4	2	0	0
Toddler (18-30M)	1	1	2	13	5	1	0
Preschool (30M-4Y)	2	30	32	46	3	3	0
School Age (4Y+)	9	33	42	29	5	0	2
Monthly Total	12	67	79	-	15	4	2
YTD Total	14	78	-	92	37	32	15

New referrals continue to be made to the program showing children in need of early speech and language intervention. The Resource Consultants are supporting families in a seamless transition for children attending school in September.

EarlyON Child and Family Programs August 2024

Activity	August 2024	YTD
Number of Children Attending	780	7,869
Number of New Children Attending	21	292
Number of Adults Attending	521	6,107
Number of Virtual Programming Events	11	76
Number of Engagements through Social Media	764	5,154
Number of Views through Social Media	11,967	107,763

The EarlyON Resource Facilitators held pop-up programs during the month of August in Emsdale, Callander, Foley, Magnetewan, Port Loring, Trout Creek, Orrville, Waubuno Beach, and Carling. Together with the EarlyON hub locations, there were 780 children in attendance.

The EarlyON team provided a 3-session Kindergarten Preparedness Program in South River, Burk’s Falls, and Parry Sound. Fourteen children and their families attended. In addition, 50 Getting Ready for Kindergarten activity bags were distributed to interested families who have a child entering kindergarten in September.

The Virtual Programming continues to see an increase in attendance as families become more aware of the resource,. Families also continue to access multiple resources through the EarlyON social media account.



Is your child going to Kindergarten for the first time in September?

Join EarlyON for a 3 morning series of programming created to help prepare your child for their entry to school.

This program requires registration to participate, thank you for your cooperation with this. Registration must be completed by August 1 at 12:00pm

This program is only appropriate for children attending school and parents or caregivers. The activities will not be appropriate for younger children. Space is limited so please book soon!

Location information
 Parry Sound Hub - 10 to 12
 Burk’s Falls Hub- 10 to 12
 South River Hub - 10 to 12

Dates:
 August 15, 2024
 August 22, 2024
 August 29, 2024



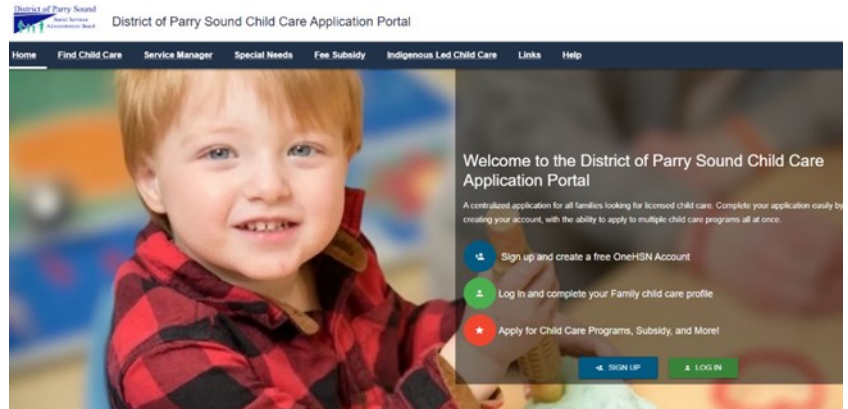
Please register using bookwhen or email jgriffiths@psdssab.org. Ensure when you are registering for the correct location. Space is limited.

<https://bookwhen.com/psearlyon#focus=ev-sgue-20240307100000>




Child Care Service Management Update

On Wednesday July 24th, 2024, the District of Parry Sound Child Care Application was launched in the District of Parry Sound. The platform has now been up and running for a couple of months and the feedback from families in the community and operators in the District of Parry Sound has been both positive and hopeful for meeting the ongoing challenges and barriers to waitlist management in our district. We are proud to be one of Ontario's Service System Managers that are using this platform to assist parents and families find and apply to child care.



www.onehsn.com/parrysound/

Within the application portal, families can:

- Research different child care providers, and the type of care offered,
- View on a map, the locations of child care programs
- Apply to multiple child care programs
- Access and update their profile and/or application anytime
- Obtain information about fee subsidy, EarlyON, Indigenous Led Child Care, Supports for Children with Special Needs, and access multiple links to parent resources

COMING SOON!

We are pleased to announce that Clara's Place Preschool will be opening in the fall of 2024. Clara's Place Preschool has been approved under the Canada Wide Early Learning Child Care program and will be adding an additional 26 child care spaces in the Town of Parry Sound and aligns with the Directed Growth Strategy.

www.clarasplacepreschool.com



Child Care Service Management Update

With continued pressure to retain and recruit Early Childhood Educators in the field the focus remains supporting and mentoring educators working in the sector. The upcoming fall two-day *RIRO-Reaching In... Reaching Out* professional development training will help to teach educators hands on skills to assist children and families in their care. There are currently 43 educators registered to attend one of the 4 sessions over the next few months.

The Quality Assurance supervisor will be attending a 2-day NOSDA conference in Muskoka, where they will work closely with peers and other districts to discuss successes, challenges and how best to support the educators and programs in our surrounding communities. The discussions will cover workforce development with a focus on recruitment and retention along with discussions on Quality Models-how best to measure quality in child care, conversations around departmental structures and lastly some future planning ideas.

The quality of the early learning environment is key for children’s growth and development. Providing an engaging, interesting and age appropriate indoor and outdoor setting is essential for learning in the early years. With the addition of Play Based Materials and Equipment funding we have been able to provide operators with an additional funding resource to support this key component in creating a high-quality learning environment. All programs throughout the district have been provided with the opportunity to enhance their early learning environment through this funding, with a focus on creating a high-quality early learning setting. Programs have been encouraged by the Quality Assurance supervisor to focus on areas that need improvement by using the quality assurance assessment to measure areas of need.

Funding Sources for District Wide Childcare Spaces -August 2024

Active	# of Children	# of Families
CWELCC*	65	63
CWELCC Full Fee	216	214
Extended Day Fee Subsidy	2	2
Fee Subsidy	35	27
Full Fee	32	28
Ontario Works	0	0
Total	351	335

*CWELCC – Canada-Wide Early Learning Child Care; eligible for children 0 - 6

Funding Source - New	# of Children	# of Families
CWELCC	9	9
CWELCC Full Fee	28	27
Fee Subsidy	4	4
Ontario Works	22	19
Total	63	59

Exits	# of Children	# of Families
CWELCC	0	0
Fee Subsidy	0	0
CWELCC Full Fee	0	0
Full Fee	0	0
Total	0	0

Income Support & Stability Divisional Update

Integrated System Navigators

With the goal of furthering our integration and to enhance the client journey and supports as we enter Employment Services Transformation, we have integrated our OW Case Worker and HSP Community Relations Worker position into a new enhanced role, called **Integrated System Navigators (ISN)**. The ISN will provide outreach, navigation and coordination for any person centered supports along the client's journey through the social services continuum, from homelessness to employment or from OW through to ODSP and beyond. The goal is that the client will only have to tell their story once and we will be able to continue to provide supports for clients as they exit OW or are granted ODSP to enhance life and housing stabilization.

Employment Services Transformation

We continue to ramp up ahead of our go-live date of March 1st, 2025, much has been happening in the lead up. On September 9th and 10th, the Director of Income Support & Stability attended a conference in Sudbury with the Service System Manager (SSM) College Boreal in Sudbury, along with our other northeast catchment DSSAB partners and our Employment Ontario providers. The conference focused service targets and a commitment to 'Integrated Employment Supports'. This fall, we will be starting discussions with our EO partners to prepare our programs for this change, looking at our client benefit structures, communication and case conferencing. We have also been participating in a Working Group with Boreal, focusing on OW data and referral readiness assessment. Supervisors and Program Leads attended "Train the Trainer" sessions with the Ministry in preparation for some of the changes coming for Fall 2024. Something new that will be implemented is the Common Assessment and Action Plans in SAMS. These will be required to be completed within 30 days with any new OW grant. ISN's will make an assessment to refer the client to EO or determine appropriate person centered supports to support self-sufficiency. Once a referral is made through SAMS to EO it is picked up in their information system called CAMS, where part 2 of the Common Assessment is completed and employment readiness is assessed. Both teams will work closely together to provide integrated employment supports to OW participants.

Centralized Intake & Social Assistance Renewal

In late September the Ministry announced the final phase of the centralized intake rollout and regulatory changes to support this. As of October 1st, 10 municipalities will be working with the IBAU team to enable the Social Assistance Digital Application as the first point of contact for clients and that the IBAU will be making all initial eligibility decisions, including issuing payments and decision letters and handling Internal Reviews and Overpayments. Local offices will be responsible for ongoing eligibility and the provision of person centered supports. Should a client present at a local office in crisis (financial or otherwise), staff will support the individual to apply online or through Service Ontario. Should there be financial need, local office staff can assess for Emergency Assistance. Our office will be making this transition in 2025.

Once this change is made and EST is fully implemented, it will mark the end of the Social Assistance Renewal plan that was initiated back in 2020.

Income Support & Stability Divisional Update

West IS&S Van

Our Parry Sound Income Support & Stability team purchased a van to address our client's transportation barriers and to assist with the increased outreach in our new ISN position. Staff are currently using it and loving it. The van is used to help clients move, provide transportation to appointments and trainings and allow staff flexibility to travel across the district. This compliments the van we purchased for our South River office back in late 2022.

Broadway Transitional Unit

We are so excited with the roll out of our transitional housing program. 3 of the 4 units were occupied by the end of September with plans to move someone into the last unit in October. All 3 occupants are working intensely with their ISN to address their barriers and goals to move towards permanent housing and employment. One occupant is an Ontario Works client, one occupant is an ODSP client, and the other occupant is employed and working with the ISN to secure permanent housing.

Lived Experience Clients

Income Support & Stability staff on the West side of the district visited a tent encampment to do a check-in and see if services were needed. Upon meeting a person at the encampment, the staff thought it would be a good idea to get feedback from someone with lived experience. The person was very open to giving feedback about items for our program to include in our encampment response kits. This interaction was positive and informative for both parties. The program has goals to work more with clients who have lived experience and valuable information and insight to provide to our teams.

Homemakers Program

We have entered into a new service agreement with ARTS to provide Homemakers supports to eligible clients. Ally from Alejandra Recreation Therapy Services (ARTS) attended a staff meeting in Parry Sound, and a Income Support and Stability Leadership meeting to give us information on the services that she will provide to our clients across the district. She went over the referral process and answered any questions. We rolled out the Homemakers program with staff in August and have already referred several people to the program. This program will help address some gaps in the system to allow seniors and low-income individuals to stay in their homes longer with some basic supports such as meal prep, light housekeeping or grocery shopping.

Income Support & Stability Divisional Update

Employment Placement Program

Staff at Employment North have successfully transitioned clients into the workplace using 4 out of our 6 placement incentives. All of them about to reach their 3rd milestone. We will continue to work with them to use the remaining two spots to work with local employers to place our clients into the workforce.

Community Counseling Centre of Nipissing

To address the growing waitlist of our clients in our South River office that require mental health support, psychological assessments, and assistance with applying for ODSP, CCNIP has increased the number of days per month they can assist our clients. We expect this will help address the gap in the system for Primary Care. Our Service Agreement has been updated to include the increased days of support.

Parry Sound Friendship Centre

Our Parry Sound Income Support & Stability staff attended the opening of the Friendship Centre in August. A lot of IS&S clients attended the opening and was a great opportunity to connect with community partners and clients. They revealed a new, large and beautiful meeting room that can offer a nice space for a variety of meetings and teachings. They also have a new gym that is available for staff and clients to use. Staff had a great time and felt very positive about the possibilities for networking and relationship building at this event.

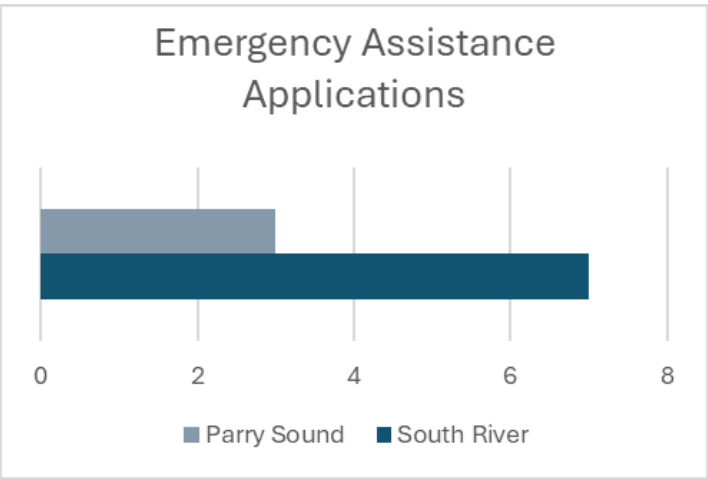
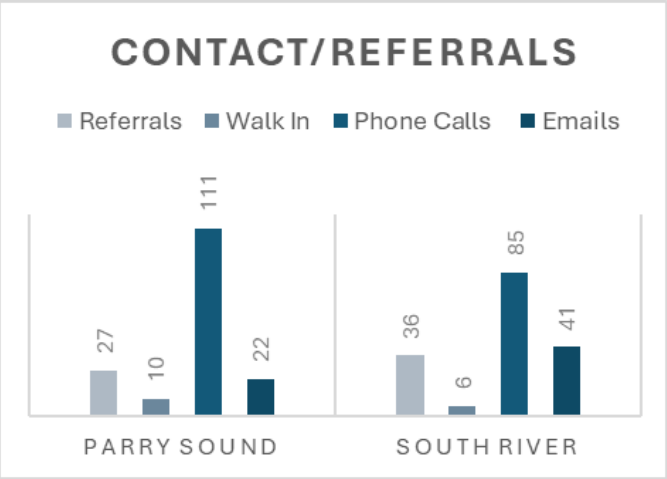
The Income Support and Stability Integrated System Navigators provide case management and coordination of appropriate supports and services and the provision of consistent and on-going person centred supports, required by the individual to succeed in achieving and maintain life and housing stabilization goals.

Contact / Referrals – August 2024

The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.

Emergency Assistance Applications – August 2024

An application can be created when the applicant is not currently in receipt of social assistance, or not serving a period of ineligibility. Administrator also must be satisfied the applicant to the best of their ability made a reasonable effort to access other resources.



Income Support & Stability Divisional Update

Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness.

August 2024	East	West	YTD
Homeless	1	1	31
At Risk	7	7	67
Program Total			
Esprit In Shelter Clients calculated in Homelessness numbers	0	0	0
Esprit In Shelter	0	0	0
Esprit Outreach Homelessness	0		0
Esprit Outreach At Risk			

Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
August 2024	6	11

Household Income Sources and Issuance from Housing Prevention Programs Funding (HPP):

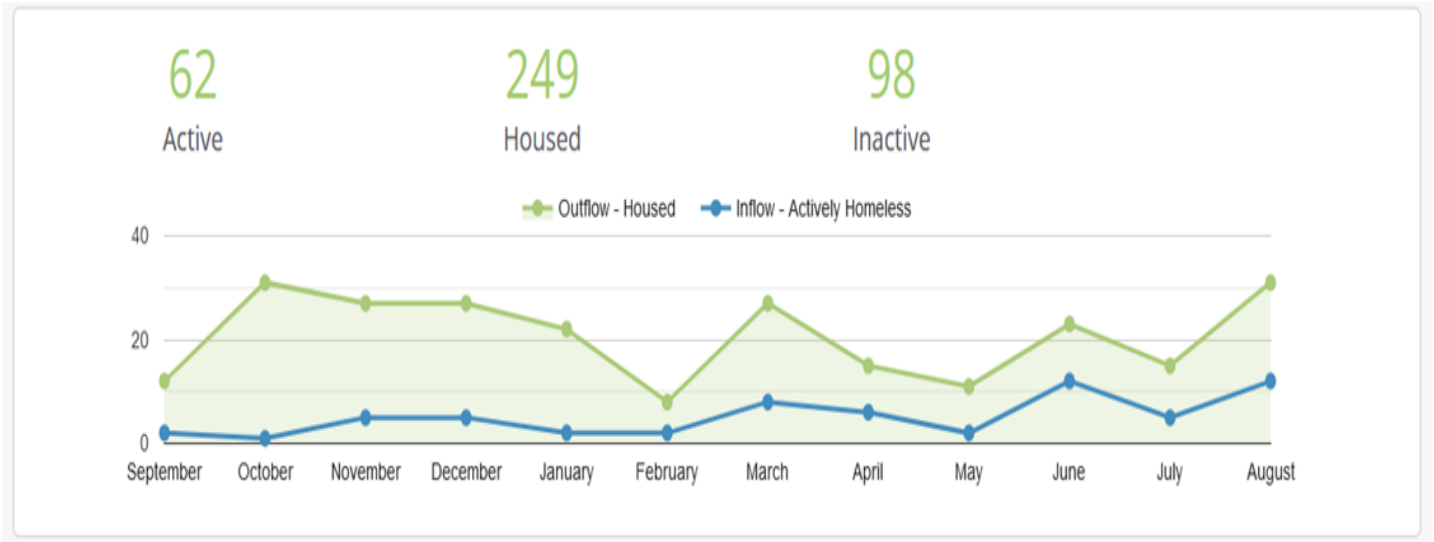
August 2024 Income Source	Total	HPP
Senior	6	\$,3850.85
ODSP	6	\$5,161.35
Ontario Works	10	\$7,341.38
Low Income	8	\$4,716.46

August 2024 Reason for Issue	Total
Rental Arrears	\$2,233.00
Utilities/Firewood	\$6,468.47
Transportation	\$0
Food/Household/Misc	\$11,144.78
Emergency Housing	\$1,223.79
Total	\$21,070.04

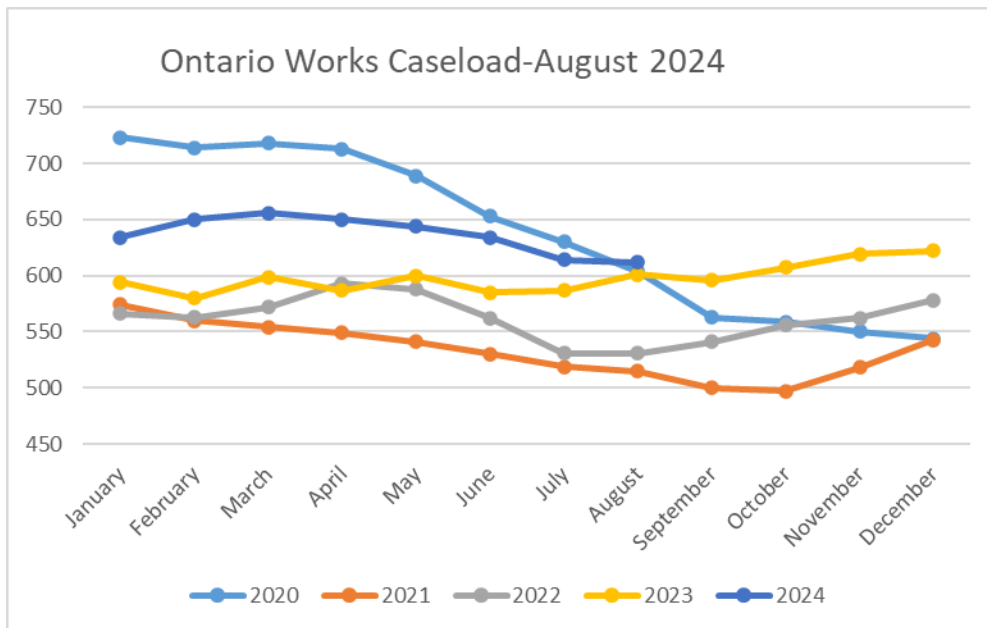
Income Support & Stability Divisional Update

By-Name List Data As of August 31, 2024

The By Name List is real-time list of all known people who are experiencing homelessness in our community that are willing to participate in being on the list and connecting with our agency for ongoing support to maintain affordable and sustainable housing. The individuals who are connected to this program are provided Intense Case Management supports with the foundations from Coordinated Access.

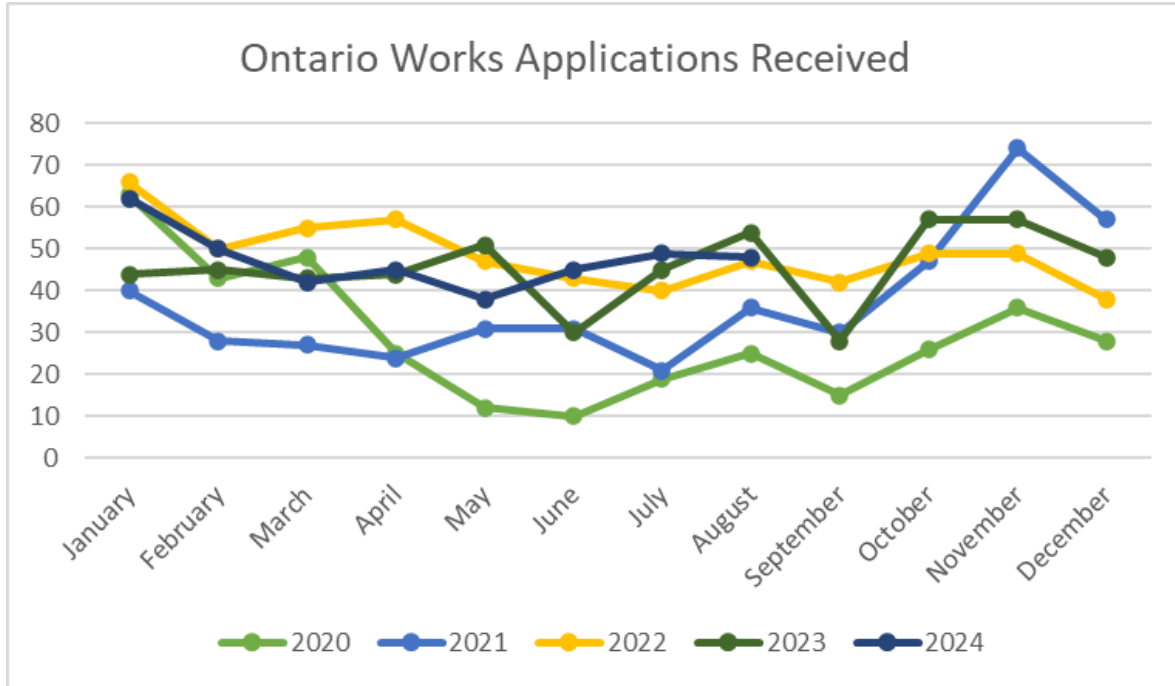


As of August 31st, we had 62 people actively homeless on the By Name List. 37% of those are considered chronically homeless. 6% of those on our BNL are currently in our Transitional Program at Broadway in East Parry Sound. Since 2021, we have housed 61% of all people from our BNL.

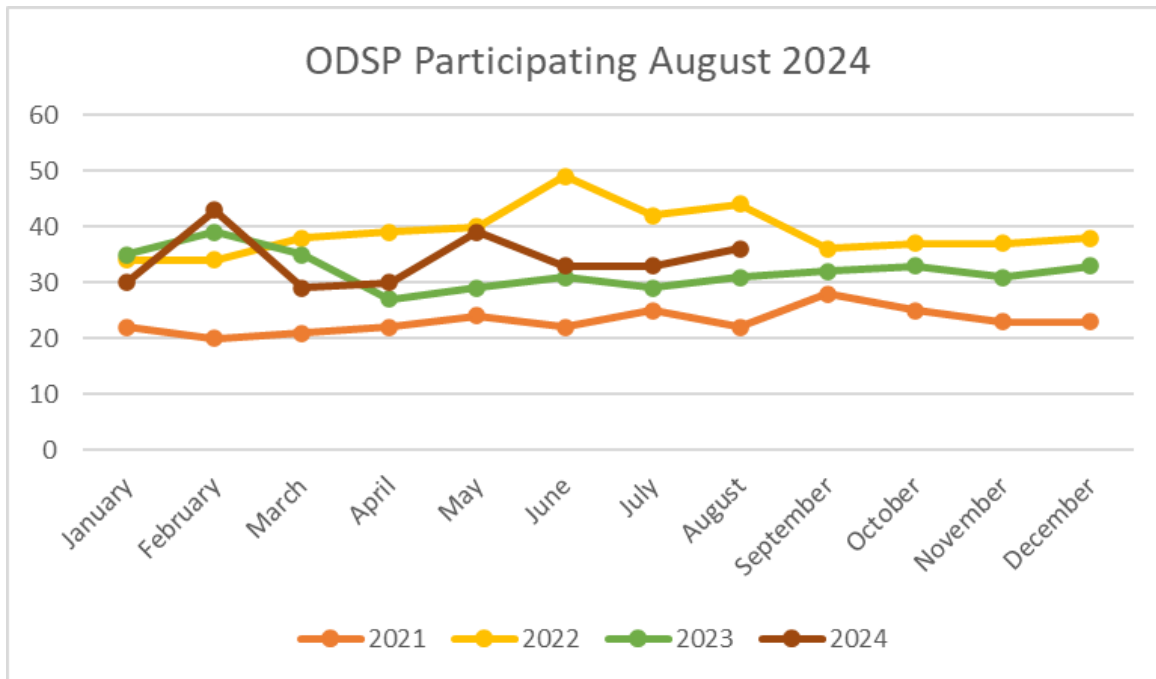


Income Support & Stability Divisional Update

Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office
 Ontario Works Applications Received



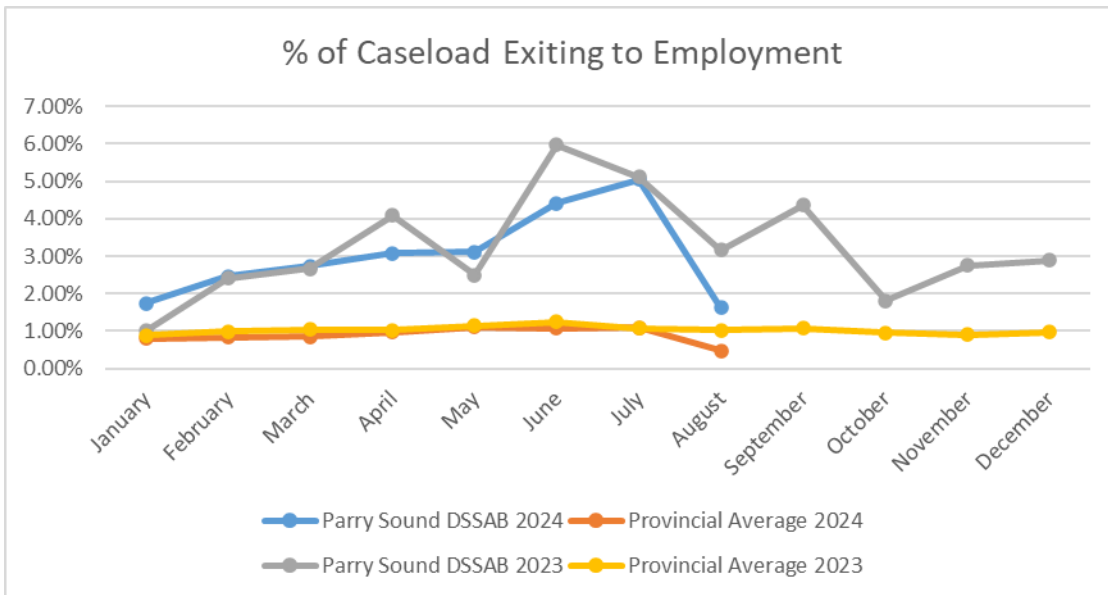
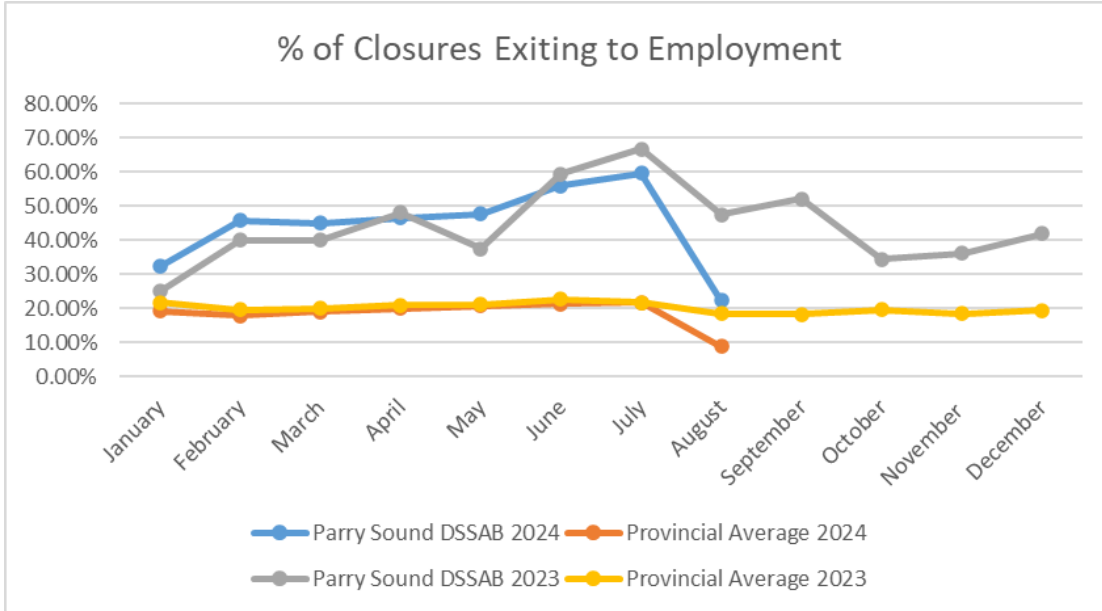
ODSP Participants in Ontario Works Employment Assistance



Income Support & Stability Divisional Update

The OW Caseload continues to trend down to 612. We are supporting 36 ODSP participants in our Employment Assistance program. We also have 62 Temporary Care Assistance cases. We received 48 Ontario Works Applications, 39 (81%) of which were through SADA and managed through IBAU in July.

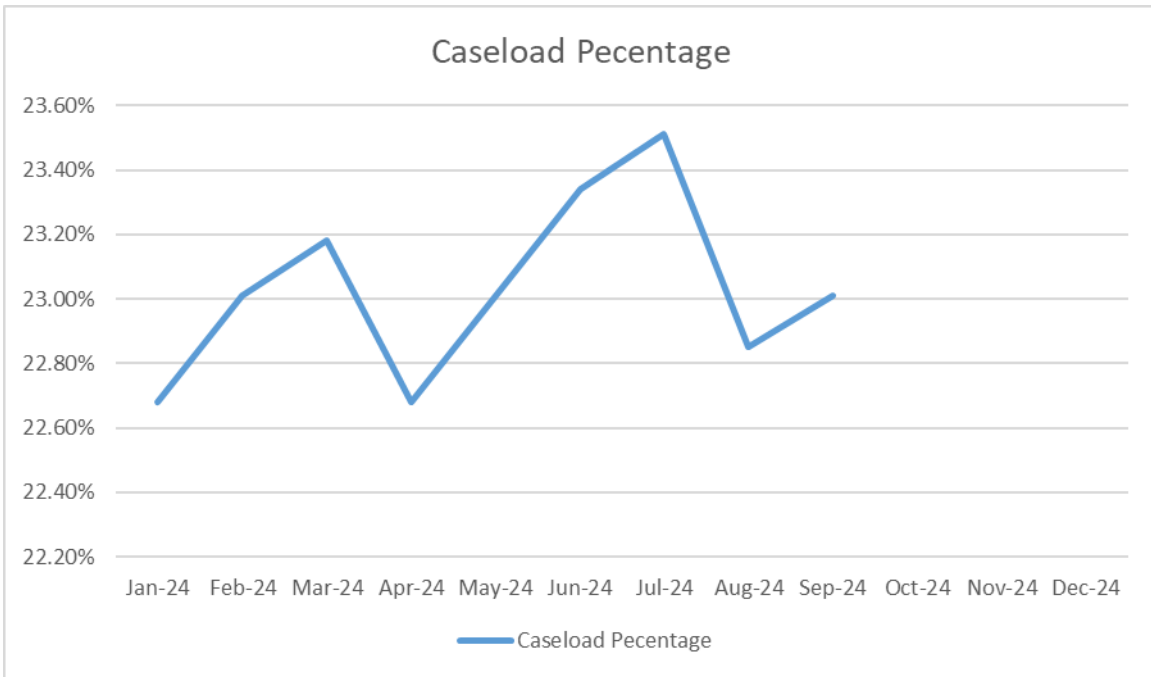
Employment Assistance & Performance Outcomes



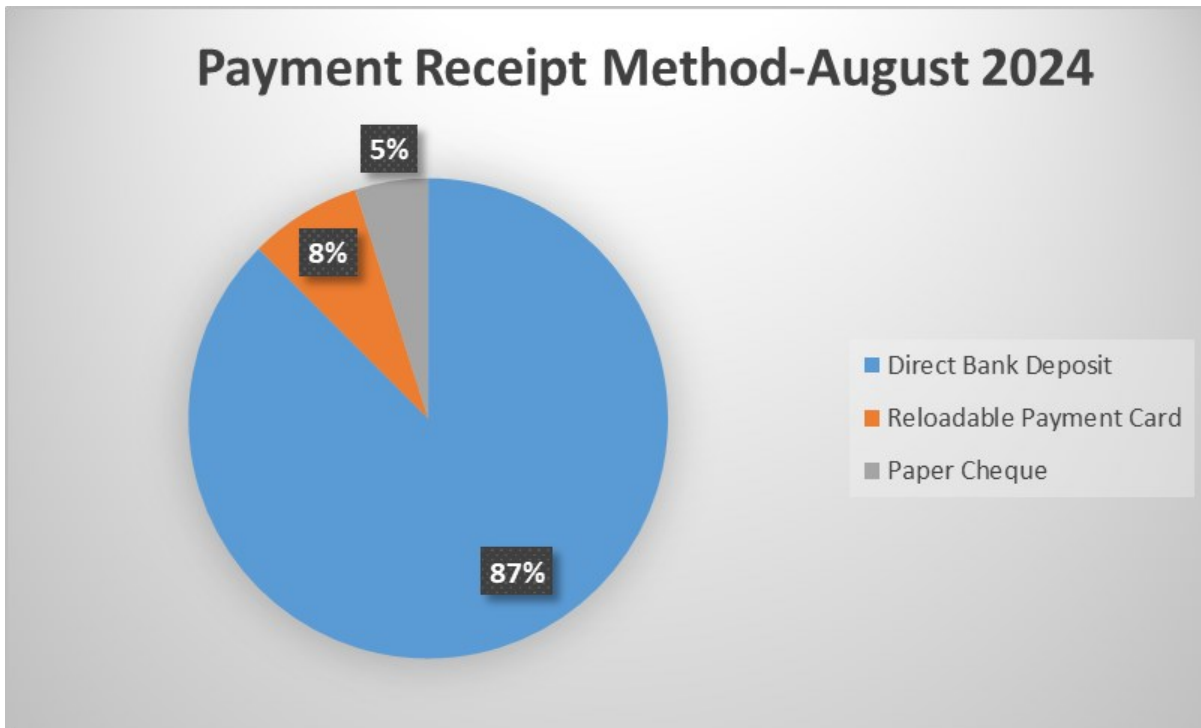
Despite the significant drop in our Performance Outcomes in August, it appears this trend translated across the province, as we are still above the provincial average and finished number one in the Northeast. We also had 7.4% of caseload exit OW for any reason.

Income Support & Stability Divisional Update

MyBenefits Enrollment 2024



DBD Enrollment



Housing Programs

**Social Housing Centralized Waitlist Report
August 2024**

	East Parry Sound	West Parry Sound	Total
Seniors	52	141	193
Families	119	463	582
Individuals	549	176	725
Total	720	780	1500
Total Waitlist Unduplicated			421

**Social Housing Centralized Waitlist (CWL) 2023 - 2024 Comparison
Applications and Households Housing from the CWL**

Month 2023	New App.	New SPP	Cancelled	Housed	SPP Housing	Month 2024	New App.	New SPP	Cancelled	Housed	SPP Housing
Jan	5	1	13			Jan	3		2	1	
Feb	5	1	10			Feb	5		11	1	
Mar	6		35			Mar	7		3	3	
Apr	11		17	6		Apr	10	1	7		
May	13	2	9	2		May	4	1	5	1	
June	9	1	2	1		June	1		15	3	
July	5	1	5	1		July	9	1	19		
Aug	14	1	3	1		Aug	9	1	21		
Sept	12		4			Sept					
Oct	8	1	1	4	2	Oct					
Nov	12		3			Nov					
Dec	1		2	3	3	Dec					
Total	101	8	104	18	5	Total	48	4	83	9	

SPP = Special Priority Applicant

Housing Programs Update

Housing Programs completed the centralized waitlist update. This update has allowed us to connect with all our waitlist applicants and gather updated eligibility information. We had twenty-one applications cancelled in the month of August. Most of the applications were cancelled due to no contact after several attempts to reach the applicant or their listed contact. We also had applications cancelled due to applicant request, and had two applicants buy homes outside of our district. There were nine new eligible applications added to the waitlist.

We are still seeing an increase in the number of special priority placement (SPP) applications received in our program. There was one new approved SPP in the month of August, and another in progress. Unfortunately, many applications we receive do not fit into the Housing Services Act criteria, however, this speaks to the ongoing housing crisis we are seeing in our area and across the province and country.

We are still waiting on the release of the COHB (Canada Ontario Housing Benefit) funding. This funding is part of the National Housing Strategy, which also holds COCHI (Canada Ontario Community Housing Initiative) and OPHI (Ontario Priority Housing Initiative) funding. The COHB provides funding to residents of our district to secure affordable housing, and with the delay to its release, we are seeing an increase to the amount of phone calls from clients who are struggling to remain in their units due to the high market rents.

Housing Programs is moving along with the implementation of our online waitlist portal. We will begin training soon and hope to go live in the coming months. This will allow applicants to apply to the centralized waitlist online, as well as update their applications.

Our team is also engaging in various training opportunities. Staff are completing excel training, which will allow us to create spreadsheets to track our data, and others are completing Rent Geared to Income training through ONPHA (Ontario Non-Profit Housing Association). These opportunities help the team to grow and strengthen their knowledge and skills.

We had the opportunity to attend a board meeting at the Golden Sunshine Municipal Non-Profit building in Powassan in September. While there, we were able to speak with their board members about future planning, service agreements and financial plans. The ministry has established new framework for service agreements as we enter end of mortgages with our housing providers. This framework establishes minimum requirements for the continuation of funding rent-geared-to income (RGI) units, as well as setting a minimum term length of ten years and the development of joint financial plans which are to be reviewed every five years.

We also had the opportunity to view the new wallpaper mural that was installed in the lobby. (see picture to the right).



**Parry Sound District Housing Corporation
August 2024**

Activity for Tenant and Maintenance Services

	Current	YTD
Move outs	1	24
Move in	3	24
L1/L2 forms	0	4
N4 - notice of eviction for non payment of rent	0	3
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	1	4
N6 - notice of eviction for illegal acts or misrepresenting income for RGI housing	0	0
N7 - notice of eviction for willful damage to unit	0	1
Repayment agreements	3	47
No Trespass Order	0	4
Tenant Home Visits	37	244
Mediation/Negotiation/Referrals	15	131
Tenant Engagements/Education	5	31

Tenant Services Update

This quarter in Tenant Services, we really hit the ground running with a 3rd Community Relations Worker (CRW) planning educational opportunities for Parry Sound District Housing Corporation tenants as well as Parry Sound Non-Profit housing tenants. We hosted 2 large BBQ events, one in Parry Sound at the Hub, and one in Sundridge at the Lion's Park. At the Hub location, we had Parry Sound Fire attend with a fire truck to provide some sprinkler water and children had a great time running through on one of the hottest days of the year! We also had Canadian Mental Health, and the YMCA attend to provide information about services available and some life skills teachings. We also provided fire prevention and safety flyers.

The events were very well received by tenants who enjoyed the day, as well as the Non-Profit's staff who reported being very grateful for the event for their tenants to participate in. Approximately 50 tenants attended in Parry Sound, and 25 in Sundridge.



Towards the end of the summer we also officially launched our resident portal through RentCafe, for tenants to view ledgers, make rent payments, make maintenance requests, and see bulletin board updates about anything going on in each building that we want to share. We had training and setup processes ahead of time, and sent out information to every tenant to offer them the information they needed to create accounts. Afterwards, we hit the road and went to each building to sit in the common rooms with our laptops and physically help with any issues they were having or offer any support in getting starting with their accounts. This was also well received, and a lot of people were able to get set up with little help.

We also implemented a module in our Yardi database for Accounts Receivable Management where we can set people up for automatic recurring payments. With the online bank bill payment no longer an option for people, many were interested in these automatic payments. This eliminates the need to manually enter payments into receipt batches which will help us be more efficient. Another highlight of the software is a cheque scanning device, into which we feed rent cheques and post batches of these cheques through the Accounts Receivable Manager. This both deposits the cheque into our bank account and posts the payment onto the tenant ledger automatically, creating efficiencies in our processes. This has all been a lot to learn, but well worth the time and effort in the long run. We're excited to see where all this takes us, and happy to have easy solutions to assist tenants.

**Property Maintenance
August 2024**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 7 units have been treated
Vacant Units	14	one-bedroom (10); multiple bedroom (4) (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	5 one-bedroom markets, and 1 studio unit are vacant
After Hours Calls	7	Fire supervisory signal trouble reset, partial power outage in unit, fridge not working, building fire alarm going off-no fire, toilet blockage, washing machine not working
Work Orders	131	All work orders initiated within August
DSSAB Ticket	35	DSSAB Tickets are logged for maintenance or repairs required for any of the DSSAB buildings (separate from the Housing Stock)
Fire Inspections	1	One apartment building was inspected
Annual Inspections	All	All PSDHC Buildings were inspected by the Electrical Safety Authority
Incident Reports	0	

Property Maintenance & Capital Quarterly report August 2024

The Women's Shelter interior renovation is moving along adhering to the completion date of November 29th, 2024. Structural, mechanical, electrical and exterior components have been completed. Attic guano remediation has been completed. Interior gypsum boards, cabinetry and electronic door strikes are currently in the process of being installed.

Window replacement for the Parry Sound District Housing Corporation's 6 story senior's apartment building was awarded May 13th. Due to the delay in supply, the windows were manufactured and delivered at the end of September. Timeline for completion has now shifted to November 30th, 2024. Mock up and architect approval was completed, and the installation commences the week of October 8th, 2024.

Parry Sound District Housing Corporation is currently awaiting documentation from consultants in the tender preparation regarding a complicated, integral retaining wall located at a senior's building in Parry Sound. This retaining wall is structurally failing, and therefore requires immediate remedy due to the location, and purpose.

Parry Sound District Housing Corporation assisted with the move of two daycare programs running in two separate buildings to one building. This provided the opportunity to ready the vacant building for a commercial lease. A retaining wall was repaired at this site as well during this time.

Two workspace sheds were constructed and positioned in both Parry Sound and South River. This will allow the Facility Maintenance staff a workspace, along with tool storage on both sides of the district.

Significant attention was given to the eavestrough replacements for many of the buildings across the district; both for the family homes, and apartment buildings. In doing so, drainage repairs were also completed.

Retaining wall, masonry, and fencing repairs were completed at the Parry Sound Beechwood office site.

A much-needed removal of old antennas situated on some family homes and apartment buildings has been initiated and will be completed this fall.

Remediation of mould or asbestos has been identified, and is either under way or complete, in four family homes.

Extensive plumbing repairs are underway at an apartment building located in the East side of the district. This will displace one tenant while the work is completed.

An extensive interior renovation and upgrade for 2 vacant family homes located in the East side of the district is now complete. The work involved a necessary complete abatement of asbestos. The project spanned over several months. Both homes will be offered to a family in need this fall.

An elevator was repaired at a 3-story building in Parry Sound. This unfortunately resulted in the inability to use the elevator over the summer months. The delay in repair was due to wait times on delivery of supplies for the contractor. We are currently awaiting the final TSSA inspection.

Esprit Place Family Resource Centre

August 2024

Emergency Shelter Services	August 2024	YTD
Number of women who stayed in shelter this month <i>This month's stats include women who were housed in a hotel</i>	0	31
Number of children who stayed in the shelter this month <i>This month's stats include dependents who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	52	1076
Number of days at capacity	0	0
Number of days over capacity	0	0
Overall capacity %	—	—
Resident bed nights (women & children)	—	—
Phone interactions (crisis/support)	19	238

Transitional Support	August 2024	YTD
Number of women served this month	5	24
Number of NEW women registered in the program	2	15
Number of public ed/groups offered		0

Child Witness Program	August 2024	YTD
Number of children/women served this month	3	117
Number of NEW clients (mothers and children) registered in the program	2	9
Number of public ed/groups offered	0	2

Esprit Place Family Resource Centre Update

Esprit Place continues to undergo major renovations with a scheduled completion date of December 1st, 2024. During the closure we continue to provide service to women and children in the District of Parry Sound, including outreach, children's voices, and transitional housing services. We have begun the process of recruiting new staff and reorienting existing staff in preparation for the residential program reopening once renovations are complete and the building is set up to receive clients.

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-82

Being a By-law to amend By-law No. 95-12, as amended, with respect to lands legally described as CON 12 PT LOTS 33 TO 35 RP 42R7768 PARTS 5, 6 AND 7 RP 42R21796 PART 1 McKellar (McKellar-Ferguson Boundary Road) (McBride)

WHEREAS By-law No. 95-12 regulates the use of land and the use and erection of buildings and structures within the Township of McKellar;

AND WHEREAS the Council of the Corporation of the Township of McKellar deems it advisable to amend By-law No. 95-12 as hereinafter set forth;

AND WHEREAS authority to pass such a by-law is provided by Section 34 of the *Planning Act, R.S.O. 1990, Chapter P.13* and amendments thereto;

NOW THEREFORE the Council of the Corporation of the Township of McKellar enacts as follows:

1. **THAT** Zoning By-law No. 95-12 is amended as follows:

- 1.1 Schedule 'A' (Sheet 1) to Zoning By-law 95-12, is hereby further amended, by rezoning the Inland Development 1 (RU) Zone of the subject property to Special Provision 16.80 (SP 16.80) Zone as shown on Schedule 'A' attached hereto and forming a part of this By-law.
- 1.2 Section 16 (Special Provisions) is further amended, by adding the following paragraph at the end of the section (16.80):

"Notwithstanding the requirements of this By-law, on lands legally described as **CON 12 PT LOTS 33 TO 35 RP 42R7768 PARTS 5, 6 AND 7 RP 42R21796 PART 1 McKellar (McKellar-Ferguson Boundary Road)**, as identified as SP 16.80 on Schedule 'A' attached hereto, the requirements of the Inland Development 1 (RU) Zone shall apply, except:

- a) A detached residential storage building having a ground floor area of ± 75.19 m² will be permitted as the primary use of the property.
- b) Sanitary facilities will not be permitted on the subject property.
- c) Overnight human occupancy is prohibited.
- d) Access to the property is permitted via a street maintained seasonally by the Township (McKellar-Ferguson Boundary Road).

2. **THAT** Schedule 'A' attached hereto is hereby made part of this By-law.

3. **THAT** this By-law shall come into force and effect pursuant to the provisions of and Regulations made under the *Planning Act, R.S.O. 1990*.

READ a FIRST and SECOND time this 10th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

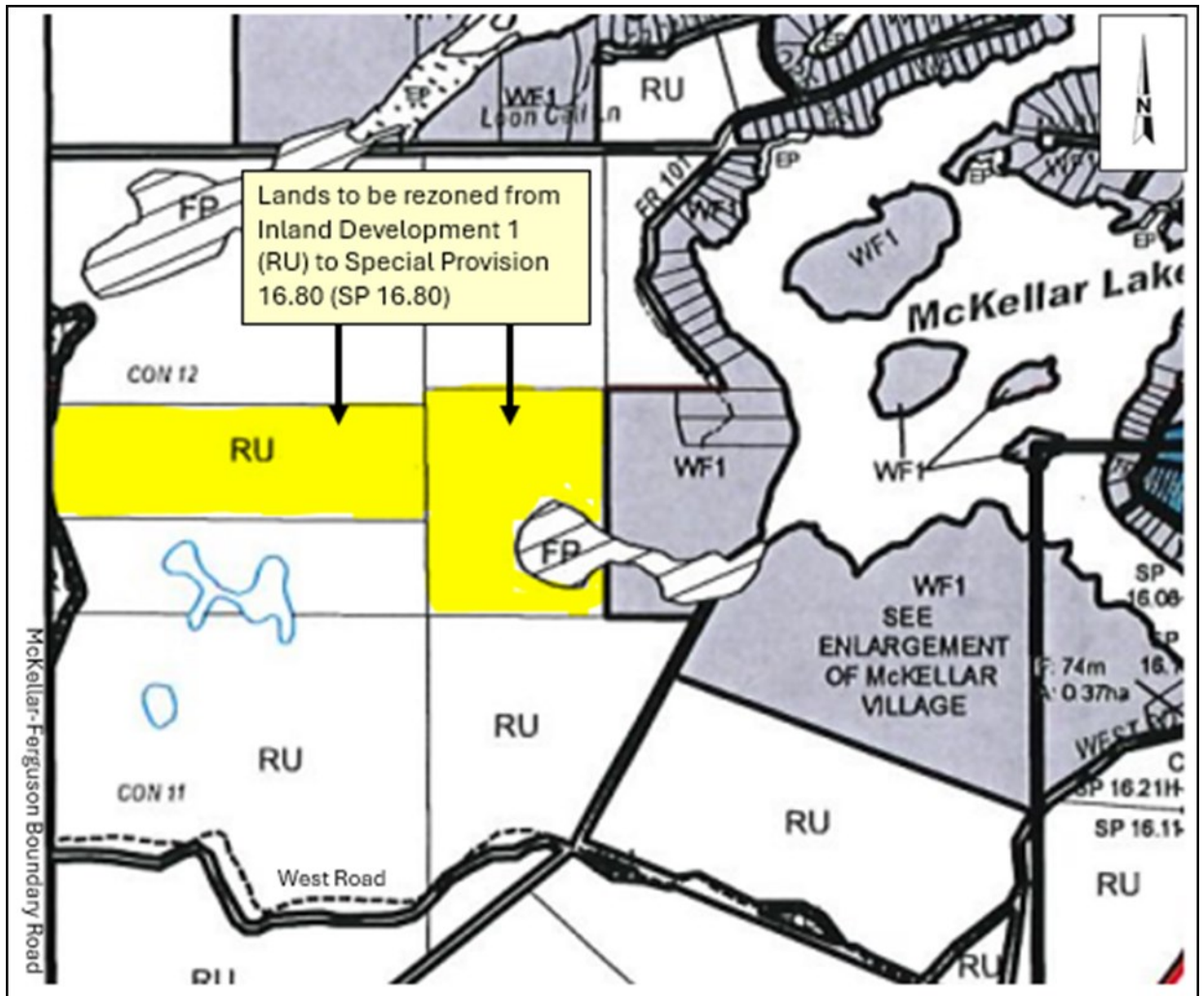
READ a THIRD time and PASSED in OPEN COUNCIL this 10th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

SCHEDULE 'A' to By-law 2024-82

1. This is Schedule 'A' to By-law 2024-82, being a portion of 'Schedule A', Sheet 1 to Zoning By-law 95-12, passed this 3rd day of December, 2024.



Map not to Scale

David Moore, Mayor

Karlee Britton, Clerk/Administrator

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW 2024-XX

Being a By-law to Stop Up, Close and Sell Part of the Original Road Allowance between Part Lot 1, Concession 9, in the Municipality of McDougall, in the District of Parry Sound; and Part Lot 35, Concession 5, in the Township of McKellar, in the District of Parry Sound, designated as Parts 1-10 on Registered Plan 42R22594 (Bracken)

WHEREAS pursuant to the Municipal Act, 2001, S.O. 2001, Chapter 25, Council is empowered to close highways;

AND WHEREAS pursuant to the said Municipal Act, 2001, Council is empowered to sell any highway which has been closed and declared surplus;

AND WHEREAS the Municipality has complied with the requirements of By-law No. 2024-04, with respect to the closing of the highway on the lands more particularly described in Schedule 'A' attached hereto and for the sale of the lands;

AND WHEREAS the Clerk of the Municipality received no objections to the road closing and sale;

AND WHEREAS the Municipality has received a request from the abutting landowners for a conveyance of the said lands;

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MCKELLAR DOES HEREBY ENACT AS FOLLOWS:

1. **Stop Up and Close** – This Council does hereby stop up and close to vehicular and pedestrian traffic the lands described in Schedule 'A'.
2. **Surplus Property** – This Council does hereby confirm its Resolution that the said lands described in Schedule 'A' are surplus to the requirement of the Municipality (Resolution No. 2024-____).
3. **Easements** – This Council does hereby authorize the transfer of such easements over the lands described in Schedule 'A' attached hereto as required by utility providers.
4. **Authorization of Sale** – This Council does hereby authorize the sale of said lands described in Schedule 'A' at the consideration of **\$6,200.00 plus HST**.
5. **Execution of Documents** – This Council does hereby authorize the Mayor and the Clerk/Administrator to sign all documents and to take all action necessary to carry out the intent of this By-law.

READ a **FIRST** and **SECOND** time this 17th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 17th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

DRAFT

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-89

Being a By-law to Authorize the Execution of an Agreement with SimplyCast Interactive Marketing Ltd.

WHEREAS Section 5(3) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, provides that the powers of a Municipal corporation shall be exercised by By-law unless otherwise authorized; and

WHEREAS Section 9 of the *Municipal Act, 2001*, provides that a Municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority; and

WHEREAS the Township of McKellar recognizes the importance of timely and effective communication with its residents and deems it essential to implement a platform that can notify the public in the event of an emergency and assist in disseminating information, through avenues the Municipality sees fit;

WHEREAS the Corporation of the Township of McKellar deems it expedient to enter into an agreement with SimplyCast Interactive Marketing Ltd. for the provision of Software-as-a-Service solutions;

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the Mayor and Clerk/Administrator are hereby authorized to execute an agreement between the Township of McKellar and SimplyCast Interactive Marketing Ltd., attached as Schedule "A" to this By-law.
2. **THAT** the Mayor and Clerk/Administrator are further authorized to take all necessary actions and execute any additional documents required to give effect to the agreement.
3. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ a FIRST and SECOND time this 17th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a THIRD time and **PASSED** in **OPEN COUNCIL** this 17th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

SimplyCast - Software-as-a-Service Term Agreement

This Agreement is made on the Effective Date.

BETWEEN:

SimplyCast Interactive Marketing Ltd. a body corporate registered under the laws of Nova Scotia, Canada ("**SimplyCast**")

- and -

Township of McKellar. a government body registered under the laws of the jurisdiction of Ontario, Canada. (the "**Client**")

SimplyCast shall provide the software licenses at the pricing specified below to the Client. This Agreement shall have a term of **sixty (60) months** commencing on the Effective Date.

This Agreement incorporates by reference SimplyCast's Terms and Conditions, as presented, and which may be updated from time to time on SimplyCast's website at <http://www.simplycast.com/Interactive-Marketing-Terms-And-Conditions/>. Where there is a disagreement between this Agreement and the SimplyCast Terms and Conditions, this Agreement shall prevail.

1. Software Licenses

The following licenses are included within the scope of this agreement:

SimplyCast Essentials Package

1. 5 User logins
2. Maximum 10,000 CRM Contacts
3. Unlimited Email Sending: 10,000 Contacts
4. 25 Form Projects
5. 25 Landing Page Projects
6. 25 Automation Campaigns
7. Unlimited Alerts Campaigns
8. Mapping Access
9. Custom Data Access
10. Unlimited Dashboards
11. Unlimited Events

Usage Fees

The Client agrees to pay SimplyCast "**Usage Fees**" billed automatically at the end of each month for the sending of or use of:

- Additional Users (over 5): \$2 /per user/month
- SMS texting: \$0.05/text message per contact.
- Voice calling: \$0.05/call/min per contact.
- Faxing: \$0.05/page.

The Client can decide to purchase usage-based channel credits up-front as a Pay-As-You-Go method. Credits can be purchased ahead of time and kept in the account for use when sending communications. Credits loaded into the system up-front, do not expire. Additionally, credits loaded in up-front will not be refunded at a future date, should the client decide not to use them. Credits loaded in up-front will be used at the same rate as post-billed credits (\$0.05/msg/min/page).

2. Pricing

Item	Price
SimplyCast Essentials Package (Monthly)	\$249.99
Discount	-\$249.99
Platform Onboarding & Training	\$750.00
Discount	-\$750.00
Sub-total	0.00
Monthly Total	0.00

Usage fee's will be applied to the account monthly.

3. Data Location

The Client's data shall be stored in Canada.

4. Definitions

- a. **"Effective Date"** means the date on which the last signatory hereto executes this Agreement. SimplyCast and the Client have caused this Agreement to be signed by their duly authorized representatives on the dates set forth below.
- b. **"Usage Fees"** means fees the client agrees to pay for the sending of SimplyCast SMS text messaging, Voice Calling, Teleconferencing, Faxing, or increase in user licenses.

For the Client

Signed: _____

Name: _____

Title: _____

Date: _____

For SimplyCast

Signed: _____

Name: _____

Title: _____

Date: _____

Schedule A

Statement of Work (SimplyCast Service Implementation)

1.0 Deemed Incorporation of Agreement Terms

This Statement of Work will be deemed to incorporate by reference the terms and conditions of the Agreement except to the extent otherwise expressly stated. For the purposes of this Statement of Work, all such terms and conditions incorporated by reference herein will survive until the termination or expiry of the SOW Term.

2.0 SOW Services

Commencing on the Effective Date, SimplyCast will provide the following services:

Software Maintenance:

Software Maintenance: The Supplier shall, during the Term of this Agreement, provide the following Software Maintenance services:

- Repairs: If the Solution does not perform in accordance with the Specifications, the Supplier shall, at its option, repair, reinstall or replace the Solution.
- Bug Fixes: The Supplier shall bring to the attention of the Client any known problems with the Solution and provide to the Client such resolutions to those problems by routinely installing service packs and fix packs.
- Upgrades: The Supplier shall install available software upgrade releases to ensure that the Solution is utilizing the latest available version of the software.

General Support: The Supplier shall provide the Client with telephone and online support services during the Suppliers regular business hours.

Solution Setup

The timeline to have the solution up and running is two (2) weeks from the effective date of the signed agreement assuming minimal issues and delays during this phase of the project. The Client will be responsible for providing any assets required for the solution in addition to making any configuration changes necessary to push the solution live, including but not limited to DNS changes, firewall changes, image asset designs.

System Training

Training on the Solution will be provided at no cost on a by-request basis. Request for system training will be acknowledged by SimplyCast via email within five (5) business days and scheduled to occur within 10 business days of the acknowledgement. Training on the solution will be provided to the Client through Microsoft Teams, recorded, and shared as a resource.

Access to Support Services

The Client shall receive access to support services via the following mechanisms:

- (A) Email or Call assigned Account Manager: All Clients are assigned an Account Manager as a single point of contact for day-to-day needs from the system.
- (B) Email at support@simplycast.com; and
- (C) Business hours' phone at 1-902-835-8974. Phone support shall be an seven (7) hour support period, available between the hours of 10:00 a.m. to 5:00 p.m. (AST, local standard time), Monday through Friday; excluding Canadian holidays.

Issue Severity

Priority 1 (Emergency)

(a) An issue that has the potential to cause a full-service outage of the Solution, or an issue causing operational impact resulting in the intermittent failure of the critical function or service associated with the solution. Major Incident causing serious disruption to a business activity and preventing use of the Solution for the purpose it was designed. Incident that renders a mission critical service inoperative or unavailable.

(b) Any incident relating to security or privacy where there has been or potentially will be a breach of security or privacy protection.

(c) The Incident poses a significant business risk to the Client or to End Users.

(d) Immediate and continuous effort is required by the Supplier until the service level has been restored to pre-incident operation. As these are business imperative faults, they may require considerable redeployment of Supplier's support resources and management. Awareness is required by both sides to progress.

Resolution Target: 1-2 Business Days

Priority 2 (Detrimental)

(a) Significant Incident causing the Solution not to operate in accordance with the specification, but it is still usable with difficulty (e.g. by means of a workaround solution). The Incident causes some disruption to business activity and has a serious impact on productivity of a user or group of users.

(b) The Incident poses a significant business risk to the Client or to an End Users.

(c) An Incident relating to security or privacy that is not a Severity Level 1 Incident.

(d) For any Severity Level 2 Incident, if the function affected by the Incident has a serious impact on the reporting and decision making of the Client or any End User, the Incident is categorized as a Severity Level 2 Incident.

Resolution Target: 3-5 Business Days

Priority 3 (Disadvantageous)

(a) Incident causing a component of the Solution not to operate completely in accordance with specification that is not a Severity Level 1 or a Severity Level 2 Incident. This has some operational impact, but with minor disruption to business activity or ability to deliver services.

(b) Includes minor issues or troubleshooting that has no serious impact on the productivity of End Users.

(c) The Incident may affect a small group of End Users and has a reasonable circumvention and users can continue to work with limited loss of efficiency.

Resolution Target: 6-10 Business Days

Priority 4 (Inconvenient)

(a) All other Incidents, which may include events where a component of the Solution is not usable, but there is no impact to the business.

(b) It is a single incident failure with no material impact to the business services, and a client acceptable workaround, alternative or bypass is available.

Resolution Target: 15-30 Business Days

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-90

**Being a By-law to Authorize a Loan Guarantee for the
Board of Management for the District of Parry Sound
West Home for the Aged (Belvedere Heights)**

WHEREAS Section 8 of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, provides that the powers of a municipality under the Act are to be interpreted broadly to enable municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

WHEREAS Section 9 of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, grants municipalities the capacity, rights, powers, and privileges of a natural person for the purpose of exercising their authority under the Act; and

WHEREAS Section 10 of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, permits municipalities to pass by-laws respecting financial matters, including the provision of support to boards under their jurisdiction to ensure the effective delivery of services; and

WHEREAS the Board of Management for the District of Parry Sound West Home for the Aged (Belvedere Heights) has advised the partner municipalities that the Board requires a line of credit and term loan financing options to purchase life lease units that cannot be sold on the market and to manage capital and operating needs, and the Board does not currently have a line of credit; and

WHEREAS the Board of Management for the District of Parry Sound West Home for the Aged (Belvedere Heights) has requested that all eight (8) municipal owners support the Board's request to establish this financing; and

WHEREAS it is deemed expedient that the actions of the Council of the Corporation of the Township of McKellar in supporting the request of the Board of Management for the District of Parry Sound West Home for the Aged (Belvedere Heights) to establish a line of credit and term loan financing be confirmed and adopted by by-law;

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the Council of the Corporation of the Township of McKellar does hereby authorize the Mayor, Treasurer, and Clerk/Administrator to execute, under the seal of the Corporation, all documents necessary to give effect to this by-law to provide a loan guarantee for the Board of Management for the District of Parry Sound West Home for the Aged (Belvedere Heights), subject to the Corporation of the Township of McKellar's portion of the said guarantee not to exceed Two Hundred Eighty-Eight Thousand Five Hundred Sixty-Two Dollars and Fifty Cents (\$288,562.50).
2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ a FIRST and SECOND time this 10th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a THIRD time and **PASSED** in **OPEN COUNCIL** this 10th day of December, 2024.

David Moore, Mayor

Karlee Britton, Clerk/Administrator



November 28, 2024

- Municipal Access Agreement Light Template webinar.
- Cyber Security Ontario launches Tabletop Exercise in a Box.
- ERO Posting on changes to electricity system connection infrastructure.
- Integrated Energy Resource Plan Consultation.
- Health Canada webinars on the overdose crisis.
- Intake announcement - Canada Housing Infrastructure Fund.
- ROMA Program - Check out the *Rural Routes* programming.
- ROMA Pre-conference workshop January 18 - Two Keys to Municipal Success.
- AMO is here to support your leadership - 2025 Workshops.
- Canoe - your municipal sector partner.
- Blog: Turning the Tables on Food Waste.
- *HSC's 2025 Regeneration Forum: Levelling Up - Transforming Housing*.
- Careers.

AMO Matters

AMO and Eastern Ontario Regional Network (EORN) are [hosting a webinar](#) on December 3 to introduce a template to help small/medium municipalities negotiate broadband projects with Internet Service Providers.

Provincial Matters

Developed by Ontario's Cyber Security Centre of Excellence, [Tabletop Exercise \(TTX\) in a Box](#) is a free and on-demand tool designed for broader public sector organizations.

The Ministry of Energy and Electrification is [seeking comments](#) on proposed regulatory changes that will shift the cost and risk burden of funding new distribution infrastructure from first-movers. Comments are due December 7.

The Ministry of Energy and Electrification is [seeking comments](#) to inform the development of a provincial energy plan to guide the transition to a clean, reliable, affordable energy supply. Comments are due December 13.

Federal Matters

Health Canada is holding two 1.5 hour webinars at 1pm on December 3 and 10 about community-level responses to the overdose crisis. Email opioidresponse-interventionopioides@hc-sc.gc.ca to reserve your spot.

The \$6 billion Canada Housing Infrastructure Fund launches with \$1 billion for direct municipal and Indigenous infrastructure projects supporting housing-enabling infrastructure. Visit the [CHIF website](#) for [application details](#) and upcoming webinars.

Education Opportunities

The 2025 ROMA Conference program is jammed full of top-notch sessions. Sessions are designed from the rural perspective, highlighting solutions and innovation for rural communities. Check out the program

[here. Register for the ROMA Conference today.](#)

AMO's [Two Keys to Municipal Success: Sustainability & Engagement](#) workshop explores strategies for planning your organizations financial sustainability and how to successfully communicate to and engage your community on your plan and efforts. Register [here](#).

AMO continues to advance its education programming. [Here is a list](#) of what is on the calendar so far for 2025. Watch for new workshops including strategic asset management, equity, inclusion and innovation in municipalities, unlocking opportunity through human rights based planning and more.

LAS

The [Canoe Procurement Group](#) was built by municipalities for municipalities. As a not-for profit, they are your key buying partner offering products you use everyday - from Aggregates to Zambonis. Take a minute to see how Canoe will work for you. [Contact Sarah](#) today.

Municipal leaders are juggling a myriad of pressing issues. Amidst these, food waste management might seem like just another item on a long list of concerns. However, it's a critical issue that intersects with many broader municipal priorities. Read more [here](#).

Municipal Wire*

[HSC's 2025 Regeneration Forum: Levelling Up - New Approaches to Transform Housing](#) is showcasing strategies to sustain and grow the community housing sector. Dive into finance, scale, and development on February 27-28 in Toronto.

Careers

[Building Engineer/Architect - City of Windsor](#). Closing Date: December 12, 2024

[Fire Chief / Chief Building Official - Township of Dubreuilville](#). Closing Date: December 18, 2024

[Municipal Integrity Commissioner - County of Prince Edward](#). Closing Date: December 9, 2024

[Manager, Communications & Public Relations - City of Thunder Bay](#). Closing Date: December 22, 2024

[Manager, Strategic Project Management Office - Ontario Securities Commission](#). Closing Date: December 6, 2024

[Chief Administrative Officer - City of Greater Sudbury](#). Closing Date: December 20, 2024.

[Fleet Data Analyst - Town of Oakville](#). Closing Date: December 9, 2024.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856
[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)



AMO Watchfile



December 05, 2024

- AMO President Robin Jones provides highlights from Board meeting.
- ERO Posting on changes to electricity system connection infrastructure.
- Integrated Energy Resource Plan Consultation.
- Climate Ready Infrastructure Service (CRIS) with new funding.
- Health Canada webinars on the overdose crisis.
- Intake announcement - Canada Housing Infrastructure Fund.
- ROMA Program - Check out the *Rural Routes* programming.
- ROMA Pre-conference workshop January 18 - Two Keys to Municipal Success.
- AMO is here to support your leadership - 2025 Workshops.
- The NWMO announces future site for Canada's deep geological repository.
- Webinar on risk management for Battery Energy Storage Systems.
- Careers.

AMO Matters

AMO President Robin Jones [provides highlights](#) from the November 29 Board meeting, including an update on AMO's provincial election strategy and continued advocacy for a Social and Economic Prosperity Review.

Provincial Matters

The Ministry of Energy and Electrification is [seeking comments](#) on proposed regulatory changes that will shift the cost and risk burden of funding new distribution infrastructure from first-movers. Comments are due December 7.

The Ministry of Energy and Electrification is [seeking comments](#) to inform the development of a provincial energy plan to guide the transition to a clean, reliable, affordable energy supply. Comments are due December 13.

Federal Matters

Municipalities with populations 30,000 and under can now access the CRIS expert-matching service to get funded expert advice on how to build climate-resilient infrastructure plans and projects. Apply [here](#).

Health Canada is holding a 1.5 hour webinar at 1pm on December 10 about community-level responses to the overdose crisis. Email opioidresponse-interventionopioides@hc-sc.gc.ca to reserve your spot.

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Municipal Wire*

The [Nuclear Waste Management Organization](#) has selected Wabigoon Lake Ojibway Nation (WLON) and the Township of Ignace as the host communities for the future site for Canada's deep geological repository for used nuclear fuel.

Energy Storage Canada and Marsh are hosting [a webinar](#) on risk identification and management for battery energy storage system (BESS) projects on December 9, 10:00 am.

Careers

[Director, Laboratory Services Branch - Ministry of the Environment, Conservation and Parks](#). Closing Date: December 20, 2024.

[Municipal Planner - City of Temiskaming Shores](#). Closing Date: December 29, 2024.

[Administrator, Pioneer Ridge - City of Thunder Bay](#). Closing Date: December 27, 2024.

[Chief Administrative Officer - City of Greater Sudbury](#). Closing Date: December 20, 2024.

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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2024-5434

November 28, 2024

Dear Head of Council:

Through the *More Homes Built Faster Act, 2022*, changes were made to the *Planning Act* to accelerate implementation of the province's additional residential unit (ARU) framework. These changes allowed "as-of-right" (without the need to apply for a rezoning) the use of up to 3 units per lot in many existing residential areas (i.e., up to 3 units allowed in the primary building, or up to 2 units allowed in the primary building and 1 unit allowed in an ancillary building such as a garage).

To support implementation of ARUs, the *Cutting Red Tape to Build More Homes Act, 2024*, made further changes to the *Planning Act* to provide me, as the Minister of Municipal Affairs and Housing, with broader regulation-making authority to remove municipal zoning by-law barriers that may be limiting the development of ARUs.

Following consultation on the Environmental Registry of Ontario, our government has taken further action to tackle the housing supply crisis and reach our goal of building more homes by amending [Ontario Regulation 299/19 – Additional Residential Units](#) to remove certain municipal zoning by-law barriers. These changes took effect upon filing.

These changes will help to facilitate the creation of ARUs, such as basement suites and garden suites, by eliminating barriers including maximum lot coverage, angular planes, floor space index (FSI), minimum separation distances and minimum lot sizes on parcels of urban residential land subject to the ARU framework in the *Planning Act*. More information on these changes can be found through [Environmental Registry of Ontario posting 019-9210](#).

It is my expectation that municipalities will respect these regulatory changes and the intent behind them. I will not hesitate to use my available powers to ensure these changes to the *Planning Act* are allowed to support our goal of building more homes.

We will continue working with our municipal partners to achieve our goal of building the homes that Ontarians need.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paul Calandra", with a stylized flourish at the end.

Hon. Paul Calandra
Minister of Municipal Affairs and Housing

c. Martha Greenberg, Deputy Minister

Jessica Lippert, Chief of Staff to Minister Calandra

Chief Administrative Officer
Office of The Clerk

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
 Toronto ON M7A 1Y6
 Tel: 416 326-5000
 Toll Free: 1 866 517-0571
 Minister.SOLGEN@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
 Toronto ON M7A 1Y6
 Tél. : 416 326-5000
 Sans frais : 1 866 517-0571
 Minister.SOLGEN@ontario.ca



November 29, 2024

His Worship David Moore
 Mayor
 Township of McKellar

Dear Mayor Moore:

Our government is proud to have a strong working relationship with both our municipal partners and the police services that keep our communities safe. The collective agreement that was reached between the province and the Ontario Provincial Police Association (OPPA) earlier this year reflects this strong relationship and will support our brave women and men in uniform across Ontario.

At the same time, we understand the impact these changes are having on the budgets of municipalities that are served by the OPP, including your own, which is why we are stepping up with additional provincial support. With that in mind, I am pleased to share with you the following proposed billing changes:

- A 3.75 per cent reduction of the total 2023 reconciled costs to all communities to approximate the full (100 per cent) impact of the Ontario Provincial Police Association (OPPA) salary increases, excluding the 1 per cent increase that was built into the 2023 estimates; and
- A 44 per cent reduction on overtime 2023 reconciled costs to all communities;
- A 10 per cent reduction of 2025 invoice amounts to all communities to approximate the full (100 per cent) impact of the OPPA salary increases excluding the 1 per cent increase that was already built into the 2023 estimate.

These changes would provide over \$77 million in relief to OPP-policed municipalities.

The total billing statement that was initially provided to you for 2025, inclusive of the increases resulting from the new collective agreement, was \$436,163. Today's proposed billing changes will provide an estimated \$61,574 in financial relief for your municipality, bringing the new total for OPP services being billed to your municipality in 2025 to \$374,588.

In addition to these changes, the Government of Ontario is continuing its annual \$125 million Court Security & Prisoner Transportation Transfer Payment Program for the 2025 calendar year.

The province will also be examining options for reviewing the OPP billing model to ensure that it meets the needs of communities across the province.

If you have any questions, please contact Ryan Whealy, Deputy Director of Issues and Legislative Affairs, at Ryan.Whealy@ontario.ca.

Thank you for your continued collaboration, valuable relationship, input and dedication to ensuring the safety and well-being of your community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Kerzner", with a stylized flourish at the end.

Michael Kerzner
Solicitor General

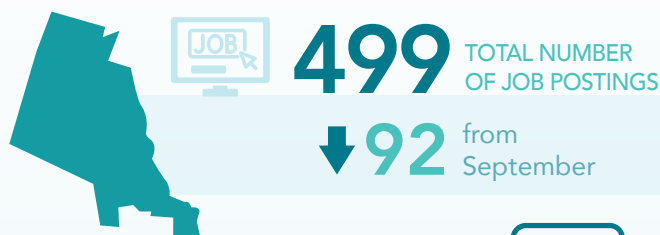
MONTHLY JOBS REPORT

OCTOBER 2024

The Labour Market Group
Guiding partners to workforce solutions.

NIPISSING DISTRICT

There were 499 job postings recorded for Nipissing District in October. While this figure represents a decrease in month-over-month (-15.6%, -92) comparisons, it is an almost proportional increase in year-over-year (+15%, +65) comparisons. 235 Unique employers posted jobs in October; marking a decrease in year-over-year (-6.7%, -17) and month-over-month (-17.3%, -49) comparisons.



OF THE 499 JOB POSTINGS



100%

Collected from online sources.



1.6%

(8) Requiring a bilingual individual.

14.4%
(72) Criminal Record Check



For postings that listed an annual salary.



\$88,764.65/year
AVERAGE



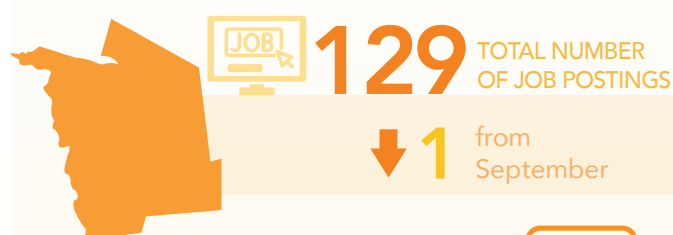
\$26.75
HOURLY WAGE

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

Of the 114 postings which listed an hourly wage 1.8% (2) were listed at the provincial minimum wage of \$17.20/hour.

PARRY SOUND DISTRICT

There were 129 job postings recorded for the Parry Sound District in October. This is almost identical to both month-over-month (-0.8%, -1) and year-over-year (-0.8%, -1) comparisons. 80 Unique employers posted jobs in October; a notable increase; +15.9% (+11) to the previous month's figure of 69, and to the previous year's (+11.1%, +8) figure of 72.



OF THE 129 JOB POSTINGS



100%

Collected from online sources.



0.8%

(1) Requiring a bilingual individual.

14%
(18) Criminal Record Check



For postings that listed an annual salary.



\$67,355.45/year
AVERAGE

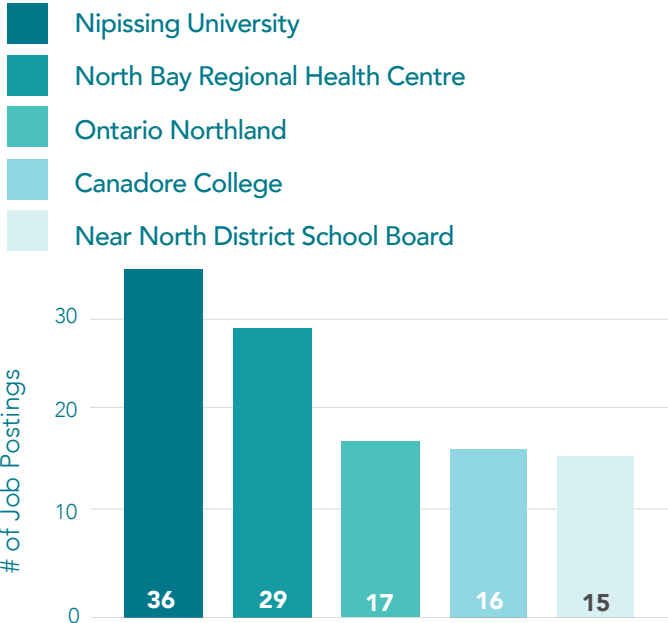


\$27.50
HOURLY WAGE

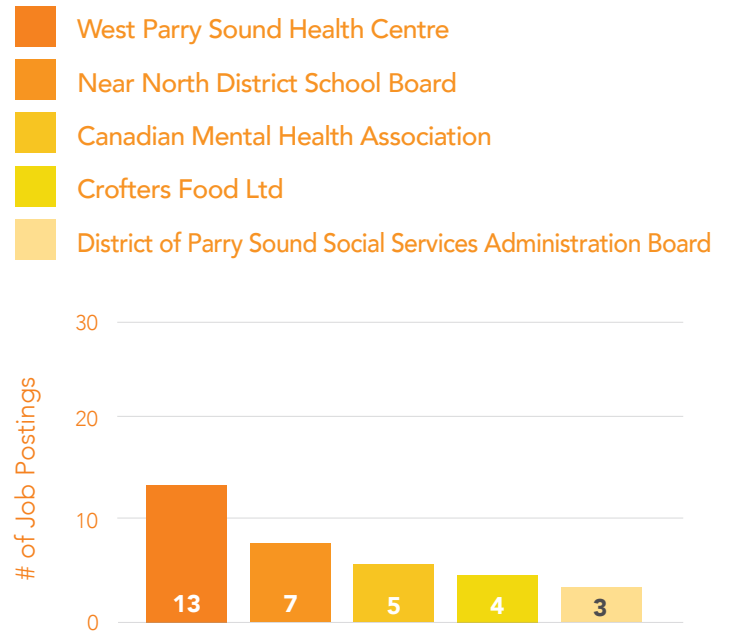
The average hourly wage in October for those postings which listed one.

Of the 48 postings which listed an hourly wage only 1 was listed at the provincial minimum wage of \$17.20/hour.

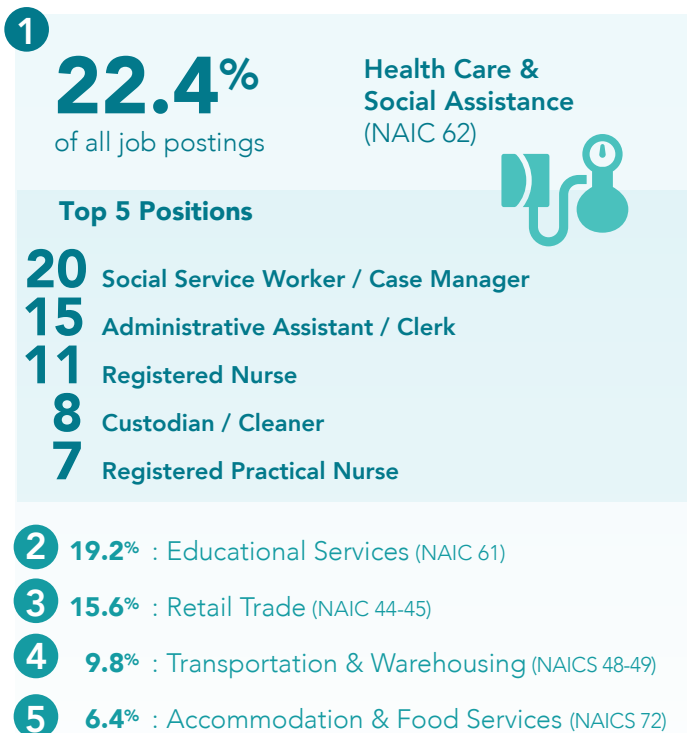
TOP 5 EMPLOYERS POSTING JOBS



TOP 5 EMPLOYERS POSTING JOBS



TOP 5 INDUSTRIES HIRING (NAICS)



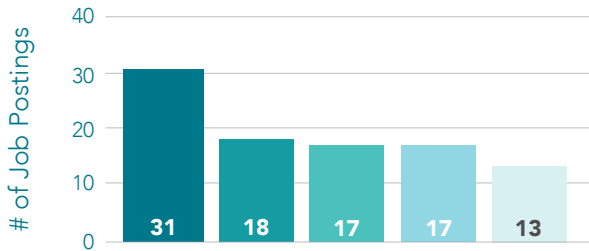
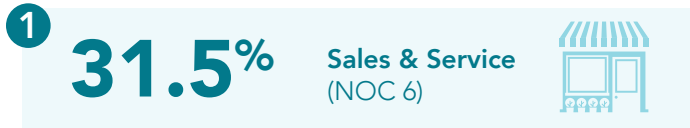
The Health Care and Social Assistance (NAICS-62) industry saw the most number of job postings in October with 22.4% (112) of the total. The Education Services (NAICS-61) industry saw the largest month-over-month increase in job posting representation with a +4.3% change from September. The largest month-over-month decrease occurred within the Professional, Scientific and Technical Services (NAICS-54) industry with a -3.4% decrease from the September numbers.

TOP 5 INDUSTRIES HIRING (NAICS)



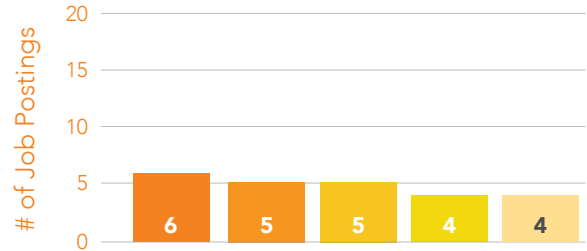
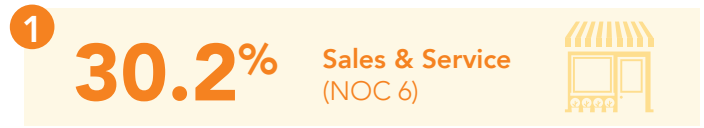
The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in October with 27.9% (36) of the overall share amongst all major industry classification. The Accommodation and Food Services (NAICS-72) industry saw the largest month-over-month increase of +8.6% when compared to September; accounting for 17.8% (23) of the job share this month. The largest month-over-month decrease of -6.9% occurred within the Educational services (NAICS-61) industry which accounted for 8.5% (11) of the job postings this month, still one of the top 5 contributors.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



- Sales Associate / Representative
- Cleaner / Housekeeper / Janitor
- Food Service Worker / Barista
- Customer Service Representative
- Clerk / Cashier

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



- Sales Associate / Representative
- Food Service Worker
- Food Service Supervisor
- Sales Manager
- Cook / Chef



- Social Service Worker / Case Manager (22)
- Teacher - Elementary/Secondary (20)
- Professor/Instructor - College/University (23)
- Early Childhood Educator / Assistant (11)
- Education Administrators (11)



- Social Service Worker / Case Manager (10)
- Teacher - Elementary/Secondary (6)
- Personal Support Worker (6)
- Early Childhood Educator / Assistant (6)
- Education Administrators (2)



- Snow Clearance (11)
- Truck / Bus Driver (10)
- Mechanic - Truck / Bus (9)
- Heavy Equipment Operator (6)
- Automotive Service Technician (5)



- Automotive Service Technician / Mechanic (4)
- Snow Clearance (4)
- Carpenter (3)
- Insulator (3)
- Labourer (2)

Sales and Service (NOC-6) based occupations made up the largest portion of job postings with 31.5% (157) of all postings in October when compared to the major occupational classifications. It was the Education, Law and Social, Community and Government Services (NOC 4) based occupations that saw the largest month-over-month increase with a +4% change. The largest month-over-month decrease of -5.4% was seen for Health Services (NOC-3), however, it still made up the top 5 Occupational Classifications this month.

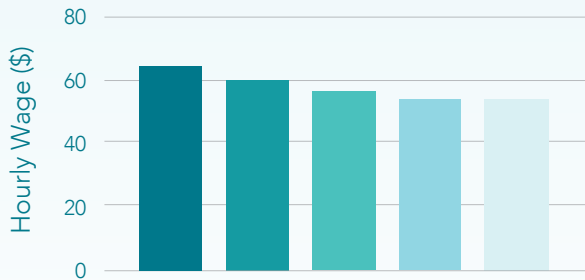
Sales and Service (NOC-6) based occupations represented the largest number of job postings in October with 30.2% (39) of all postings when compared to the other occupational classifications. The largest month-over-month increase; +1.6%, was seen in the Natural and Applied Sciences (NOC-2) and Manufacturing and Utilities (NOC-9) occupations. Business, Finance and Administration (NOC-1) occupations saw the largest month-over-month decrease in job posting share of -3%, however, it still made up the top 5 Occupational Classifications this month.

TOP 5 HOURLY WAGE VACANCIES



\$62.23

Service Worker - After Hours
@ Niijaansinaanik Child and Family Services



\$60.00 Registered Nurse - Long-term Care
@ West Nipissing General Hospital

\$58.81 Nursing Coordinator - Clinical
@ North Bay Regional Health Centre

\$53.51 Manager of Clinical Services - Child And Youth Mental Health Services
@ Hands, TheFamilyHelpNetwork.ca

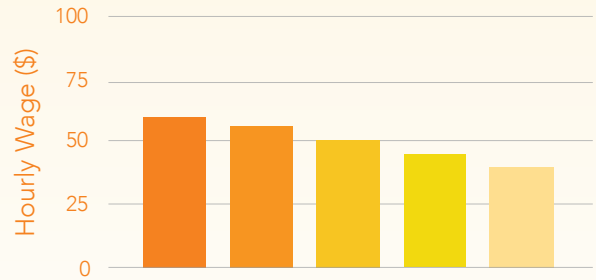
\$53.51 Human Resources Manager
@ Hands, TheFamilyHelpNetwork.ca

TOP 5 HOURLY WAGE VACANCIES



\$60.00

Pharmacist
@ IDA Pharmacy



\$56.00 Registered Nurse - Acute Care / Obstetrics
@ West Parry Sound Health Centre

\$50.00 Mechanic - Heavy Equipment
@ Bowman Landscaping and Excavation

\$44.26 Therapist - Counselling and Treatment
@ Canadian Mental Health Association - Muskoka Parry Sound Branch

\$38.32 Case Manager
@ Canadian Mental Health Association - Muskoka Parry Sound Branch

TOP 3 ANNUAL SALARY VACANCIES

\$239,000.00

Associate Director of Care
@ Sienna Senior Living



\$212,000.00

Software Developer - Intermediate
@ ThinkOn

\$185,000.00

Engineering Manager
@ Cementation Canada

Lowest Annual Salary \$36,000.00

Clerk - Grocery/Produce
@ Metro - North Bay

TOP ANNUAL SALARY VACANCY

\$153,000.00

Director Of Finance
@ District of Parry Sound Social Services Administration Board



\$116,000.00

Sales Manager - Retail (Assistant)
@ The Home Depot - Parry Sound

\$95,000.00

Registered Nurse
@ Closing the Gap Healthcare

Lowest Annual Salary \$36,000.00

Food Service Worker
@ Tim Hortons - Parry Sound

The average hourly wage in October, for those postings which listed (22.8%) one, was \$26.75/hour. This is fairly similar to the current 12-month average of \$26.40/hour. Of the 114 postings, which listed an hourly wage, only 1.8% (2) were listed at the provincial minimum wage of \$17.20/hour. For postings that listed an annual salary, the average was \$88,764.65/year. This is a significant increase (+17.7%) to the current 12-month average of \$75,395.14/year.

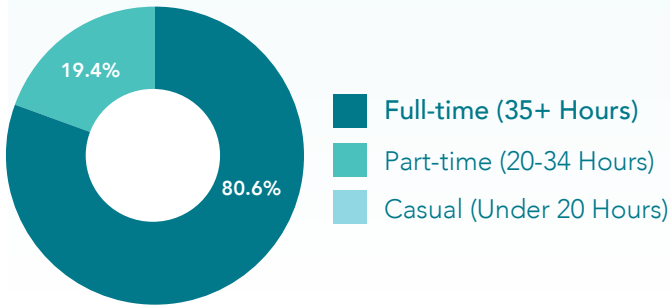
The average hourly wage in October for those postings which listed (37.2%) one was \$27.50/hour. This figure is consistent; +0.9% (+\$0.24/hour), to the current 12-month average of \$27.25/hour. Of the 48 postings which listed an hourly wage only 1 was listed at the new provincial minimum wage of \$17.20/hour. The average annual salary listed was \$67,355.45; slightly lower; -3.2% (-2,216.77/year), than the current 12-month average annual salary of \$69,572.22/year.

FULL-TIME / PART-TIME BREAKDOWN

80.6% of listings in October

↓ **10.2%**
from September

80.6% (402) of the listings in October indicated that the employment offered would be classified as full-time. This figure represents a significant decrease; -10.2%, from the previous month when 89.8% of the job postings were classified as full-time.



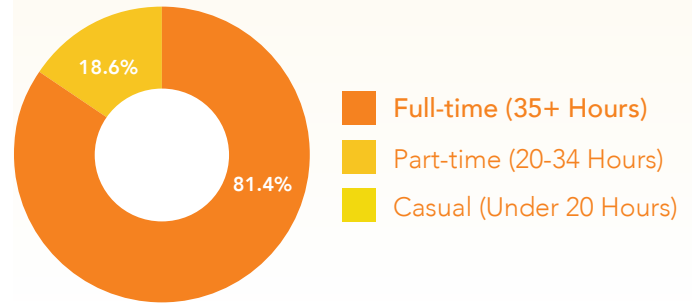
499 Postings listed hours offered (100%)

FULL-TIME / PART-TIME BREAKDOWN

81.4% of listings in October

↓ **3.2%**
from September

81.4% (105) of the listings in October indicated that the employment offered would be classified as full-time. This is a minor decrease; -3.2%, from the previous month where 84.6% of the job postings were classified as full-time.



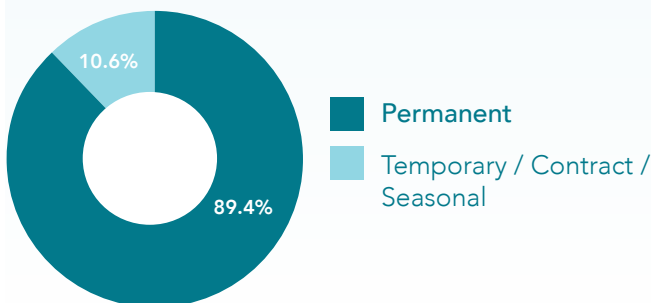
129 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

89.4% of listings in October

↑ **1.6%**
from September

89.4% (446) of the listings in October stated that the opportunity in question would be permanent. This is nearly identical (+1.6%) to the previous month's figure of 88%.



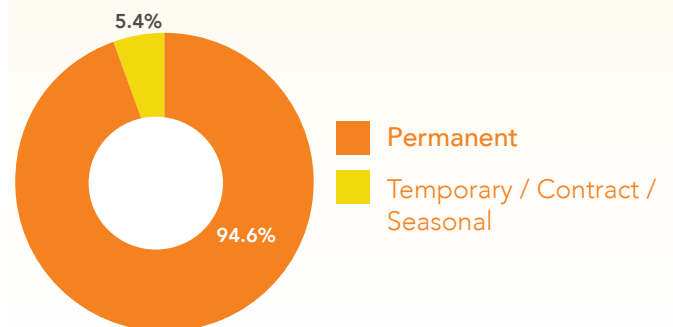
499 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

94.6% of listings in October

↑ **10.8%**
from September

94.6% (122) of the listings in October stated that the opportunity in question would be permanent. This is significantly higher (+10.8%) than the previous month's figure of 83.8%.



129 Postings listed hours offered (100%)

ALL EMPLOYERS WITH POSTINGS IN MONTH



NIPISSING DISTRICT

401 Auto - North Bay Chrysler
Advance Auto Parts Inc.
AIM Kenny U-Pull
Alex McKillop Tax Ltd.
AllRoads Auto Sales
American Eagle Outfitters
AMJ Campbell
AMRITSARI BITES
Apollo Transport
Aramark Canada Ltd.
Arctica Heating and Cooling Ltd.
Ardene
Bay Roofing and Exteriors Ltd.
Bay Truck Stop Family Restaurant
Bayland Property Management
Berry Global / Fabrene Inc.
Bessette Contracting
Binx Professional Cleaning
BioPed Footcare
BNA Lawn Maintenance
Boart Longyear - North Bay
Bradwick Property Management
Brainworks
BrokerLink - Parry Sound
Bulk Barn Foods Limited
Bumper to Bumper - H.E. Brown
Burger King
Caisse Alliance
Campus Living Centres
Canada Post
Canadian Adventure Camp
Canadian Bearings Ltd.
Canadian Forces Morale and Welfare Services
Canadian Mental Health Association
- North Bay and Area
Canadian Red Cross
Canadian Tire - North Bay
Canadore College - Aviation Campus
Canadore College - College Drive
Canadore College - Commerce Court
Canor Construction
Carlson Sports Limited
CARQUEST Canada Ltd.
Carter's/OshKosh
Cascades Casino
Cash Money
Cassellholme Home for the Aged
Cecil's Brewhouse & Kitchen
Cementation Canada
Central Welding & Iron Works
Churchill's
Cineplex Inc.
Closing the Gap Healthcare
Comfort Inn - Airport
Community Counselling Centre of Nipissing
Community Living North Bay
Complete Landscaping
Conseil Scolaire Catholique Franco-Nord
Conseil scolaire public du Nord-Est de l'Ontario
Contrans Flatbed Group
Creative Learning Toys
CSN Collision Centre - Phil's
Curo Group Holdings Corp.
Dawson Dental - North Bay
Designed Roofing Inc.
District of Nipissing Social Services
Administration Board
District School Board Ontario North East
Dollarama L.P.
Dr. Karim Dentistry
East Ferris Bus Lines
East Side Mario's
Eastview Development
Eclipse Stores Inc
Ed Seguin & Sons Trucking and Paving
Empire Living Centre
Essential Exteriors
Estee Lauder Companies
Everest Solutions and Imaging Ltd.
Fastenal
FDM4

FedEx Express Canada
First Choice Haircutters
First Student / First Transit
Fix Auto North Bay
Foundever
Fowler Construction Company Limited
FreshCo
G&P Welding and Ironworks
GardaWorld
Gardewine
Gateway Signs And Service
GFL Environmental
Giant Tiger - North Bay
Golden Harvest Cannabis Co.
GoodLife Fitness
Grounded Electrical
Groupe Optimum Inc.
Hamelins Outdoor Power Equipment
Hands, TheFamilyHelpNetwork.ca
Hickory Farms
Holiday Inn Express North Bay
Home Depot
Homewood Suites by Hllton North Bay
Hopper Buick GMC
HOSE TECH
IDA pharmacy
Indigo Books & Music
Intelcom Express
Kal Tire
Karis Disability Services (formerly Christian Horizons)
Kennedy Insurance Brokers Inc.
Kia North Bay
Kristin Hodge Dentistry
L.N. Figures
Lakeshore Dental Care
LifeLabs
Liquor Control Board of Ontario / LCBO
Little Kickers Sudbury & North Bay
Loblaw Companies Limited
Loss Prevention Services Limited
Luxe Laser + Skin LOUNGE
M&M Food Market
Manitoulin Group of Companies
Marina Point Village
Mattawa Hospital
Maurices
McDonald's (North Bay)
Metro - North Bay
Miller Paving
Miller Waste Systems
Ministry of the Solicitor General
Ministry of Transportation
Mister Transmission
MisterSnow
Modern College of Hairstyling and Esthetics
Municipality of Calvin
Municipality of West Nipissing
Murray Ok Tire
Near North District School Board
Neddy's North Bay Hyundai
Nijjaansinaanik Child and Family Services
Nipissing Serenity Hospice
Nipissing Transition House
Nipissing University
Nipissing-Parry Sound Catholic
District School Board
North Bay Golf & Country Club
North Bay Jack Garland Airport
North Bay Police Service
North Bay Regional Health Centre
North Bay Stamp & Coin Ltd.
North Bay Titans
North Care Dental
Northern Diversified Limited
Northern Lakes Dental
Northland Glass & Metal
Nutrition Club Canada
One Kids Place Children's Medical Treatment
Center of North East Ontario
Ontario Health
Ontario Ministry of Natural Resources
and Forestry
Ontario Northland
Ontario Public Service
Onyx Beauty Co
Outstanding Services
Paragon Bay Group Ltd.

Paramed Home Health Care
Pearle Vision
Pepsico
PerrinAhmad LLP
Petro Canada - Algonquin Ave.
PHARA
Premier Mining Products
QE Home /Quilts Etc
Redpath Mining Contractors and Engineers
Regis Canada
Respite Services
Rideau Supply
Roots Canada
S.A. Marshall Enterprises Inc
Santa'Ville
Seaboard Transport Group
Shoppers Drug Mart - Cassells St.
Shoppers Drug Mart / Pharmaprix
Sienna Senior Living
Simcoe Building Centre
Spencer Gifts
Spirit Halloween
Staples Canada
Starbucks - North Bay
Stewart & Bain Professional Corporation
Stock Transportation
Subway - Lakeshore Drive
Subway - Main Street
Subway - Pinewood Park Drive
Subway - Shirreff Ave.
Subway - Sturgeon Falls
Subway - Trout Lake Road
Sword Management
Syl's Neighbourhood Kitchen
Tan Tan Wok
TELUS Communications Inc.
The Children's Aid Society of the
District of Nipissing and Parry Sound
The Corporation of the City of North Bay
The Erb Group of Companies
The Next Step Fitness Centre
The Sisters of St. Joseph of Sault Ste. Marie
The Skyline Group of Companies
The Submarine Place
The TJX Companies
ThinkOn
Tim Hortons - North Bay
Tim Hortons - Sturgeon Falls
TJX Companies - Homesense
Total Cabinet Modules
Township of Bonfield
Tranquil Care Inc.
Trans Canada Safety
True North Chevrolet Cadillac Ltd / Fix Auto
North Bay
Tulloch Engineering
Tutor Match
Underground Solutions
U-Need-A-Cab
Valois Motel & Restaurant
Value Village
Victorian Order of Nurses / VON
Volkswagen North Bay
Voyageur Aviation Corp
Voyageur
Wagg's Petroleum Equipment Ltd.
Walmart - North Bay
Waters Edge Care Community
Wendy's Restaurant
West Nipissing General Hospital
Wine Rack
Winmar Property Restoration
Workplace Safety North
YMCA of Northeastern Ontario

Best Western Plus Parry Sound
Bourgeois Ford North
Bowman Landscaping and Excavation
C.A. Boyes & Sons Construction Ltd.
Canada Post
Canadian Mental Health Association
Canadian Mental Health Association
- Muskoka Parry Sound Branch
Canadore College - Parry Sound Campus
CarePartners
Closing the Gap Healthcare
Community Living Parry Sound
Contact North
Crofters Food Ltd
CSN Buchans
Culligan 5070N
Danielle Smith Professional
Accounting Services
Dawson Dental - Callander Bay Dental
DayCon Limited
District of Parry Sound Social Services
Administration Board
Eastholme Home for the Aged
Gardens of Parry Sound Retirement Home
Grand Tappattoo Resort
Harvey's Parry Sound
Homestay Care
IBW Surveyors
IDA pharmacy
Jolly Roger Inn & Resort
Kawartha Credit Union
KFC - Parry Sound
Lakeside Cottage Care
Lawson Landscapes
Lifemark Health Group
Mac Lang
Magnetawan Grill and Grocery
Maid to Perfection
Muskoka Auto Parts (MAP) / Lou Dennis
Automotive & Marine
Near North District School Board
Nijjaansinaanik Child and Family Services
Nipissing-Parry Sound Catholic
District School Board
Oak Ridge Timber Company
Ontario Ministry of Natural Resources
and Forestry
OUR Centre Foster Care
Parry Sound Inn and Suites
Pepsico
Phoenix Building Components Inc
Pizza Hut - Parry Sound
Powassan Drug Mart
Quality Hardwoods Ltd.
Red Apple Stores Inc.
S1 FOOD SERVICE INC.
Scotiabank - Parry Sound
SMRT Computer Solutions
Soundseals Insulation
Southern Connection Auto
St. James United Church
Stacked Pancake and Breakfast House
Starbucks - Parry Sound
Subway - Burk's Falls
Subway - Parry Sound
Sunrise Inn
The Friends
The Home Depot - Parry Sound
The Salvation Army
The Wagon Wheel
Tim Hortons
Tim Hortons - Parry Sound
Town of Parry Sound
Township of The Archipelago
True North Cannabis Company
Upton Developments
Valu-Mart
Walmart - Parry Sound
West Parry Sound Health Centre
Westburne
YMCA of Simcoe/Muskoka



PARRY SOUND DISTRICT

180 Smoke
Adams Bros. Construction
Almaguin Forest Products
Almaguin Highlands Community Living
Arborworks



WHAT IS THE LMG MONTHLY JOBS REPORT?

This Jobs Report is a monthly publication produced by the Labour Market Group.

Each month we compile this report based on our job portal **readysethired.ca**.

Readysethired.ca is an online job portal that provides and collects real time job postings within the districts of Nipissing and Parry Sound. These postings are updated daily and provide job seekers with a one stop shop for local current employment opportunities.

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

The Labour Market Group
readysethired.ca
info@thelabourmarketgroup.ca



The Labour Market Group
Guiding partners to workforce solutions.

November 2024

LABOURFOCUS



The Labour Market Group

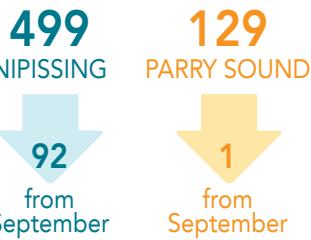
IN THIS EDITION

AUTO SECTOR,
ZERO-EMISSION VEHICLES (ZEVs)

IN-DEMAND OCCUPATIONS
- MANUFACTURING SECTOR

JOBS REPORT OCTOBER 2024

TOTAL NUMBER OF JOB POSTINGS



TOP INDUSTRY WITH VACANCIES

NIPISSING
Health Care & Social Assistance (22.4%)

PARRY SOUND
Health Care & Social Assistance (27.9%)

To view the full report, visit our website
www.thelabourmarketgroup.ca
readysethired.ca

Questions or concerns?
Feel free to contact us at
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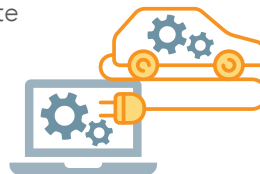
AUTO SECTOR, ZERO-EMISSION VEHICLES (ZEVs)

According to the International Energy Agency, (IEA), global spending on electric cars exceeded USD \$425 BILLION in 2022, up 50% relative to 2021.

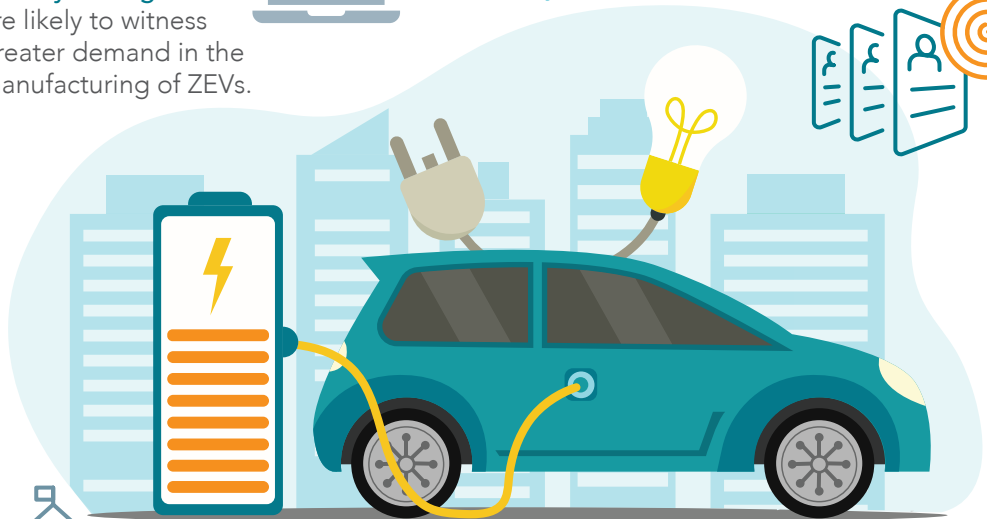


This shift to zero-emission vehicles (ZEVs) represents a **UNIQUE OPPORTUNITY FOR ONTARIO**, while also presenting challenges as it relates to the workforce.

As automakers navigate the transition, skills in **software design, programming, and battery management** are likely to witness greater demand in the manufacturing of ZEVs.



Detailed occupational profiles and analysis of jobs that may be able to effectively transition to **EV manufacturing** have been recently prepared.



This transition calls for **significant updating of existing curricula** for schools, colleges and universities and developing new, relevant programs.



Some examples: in Southwestern Ontario, a **new two-year Green Vehicle Technology Program** was developed for Fall 2024;



the team at the Ontario Battery and Electro-Chemistry (OBEC) is **working to accelerate the development of innovative technologies;**



and in Eastern Ontario, partnerships with local industry and the Ontario government are on going to create a **battery manufacturing certification program.**

IN-DEMAND OCCUPATIONS - MANUFACTURING SECTOR

MORE FROM THE OCTOBER JOBS REPORT:

TOP OCCUPATIONS

NIPISSING

Sales & Services (31.5%)

Education, Law & Social,
Community & Gov (22.4%)

Trades, Transport &
Equipment Operators &
Related Occupations (14.4%)

PARRY SOUND

Sales & Services (30.2%)

Education, Law & Social,
Community & Gov (23.3%)

Trades, Transport &
Equipment Operators &
Related Occupations (15.5%)

To view the full report, visit our website
www.thelabourmarketgroup.ca
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Questions or concerns?
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Industrial Mechanic (Millwright)

A millwright is a skilled tradesperson who is responsible for the installation, location, and repair of industrial equipment within a facility. They assemble (and disassemble) large machinery, according to blueprints and layout plans, as well as conduct routine tasks involving preventative maintenance duties. Millwrights have a keen eye for detail and enjoy working with machines and precision instruments.



Education: An apprenticeship training program consists of on-the-job and in-school training. The timeframe to become competent is 8,000 hours, or approximately four years. This trade is non-compulsory, meaning the certificate does not have to be renewed, and the information of individuals practicing it will not appear on the Skilled Trades Ontario Public Register.



\$85,000

Median Annual Income (2021)

In-demand Skills

- Foundational (troubleshooting, maintenance, teamwork, work area maintenance),
- specialized (repair, machinery, industrial mechanic experience, lathes, hydraulics, grinders),
- and software (SAP, PowerPoint, Word, Lockout).

Recent Trends: With the rise of artificial intelligence, technology proficiency will need to increase, as maintenance programs will increasingly rely upon predictive software and data analytics.

Sources: Canada Job Bank Labour Market Information, Ontario Labour Market Information, Skilled Trades Ontario

Instrumentation Technician

Industrial instrumentation technicians are central to the ability of a manufacturer to ensure its IT systems can communicate in real time with the equipment performing manufacturing operations on parts and goods. They repair, maintain, calibrate, adjust, and install industrial measuring on connected equipment.



Education: Four- or five-year apprenticeship program in industrial instrument repair and completion of a two-year college program in industrial instrumentation technology. This trade is non-compulsory, meaning the certificate does not have to be renewed, and the information of individuals practicing it will not appear on the Skilled Trades Ontario Public Register.



\$103,000

Median Annual Income (2021)

In-demand skills

- Foundational (troubleshooting, communication, teamwork, problem solving),
- specialized (repair, machinery, power tools, hand tools),
- and software (MS Excel, SAP, Word, PowerPoint, AutoCAD).

Recent Trends: Driven by the digitization of manufacturing and increased demand for connected equipment, demand for instrumentation technicians is expected to rise significantly in coming years.

Sources: National Occupational Classification 2021, Ontario Labour Market Information, Skilled Trades Ontario

