

# CORPORATION OF THE TOWNSHIP OF MCKELLAR

January 14, 2025 – 6:30 p.m.

## AGENDA

**Topic: Regular Meeting of Council**

**Time: January 14, 2025 6:30 P.M. [Closed Session beginning at 5:30 p.m.]**

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

**Join Zoom Meeting**

<https://us06web.zoom.us/j/89938376485>

**Dial by your location**

**+1 647 374 4685 Canada**

**+1 647 558 0588 Canada**

**25-01**

**2025-01**

**1<sup>st</sup> Resolution**

**1<sup>st</sup> 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 17, 2024
  - 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
  - 5.3 Labour relations or employee negotiations; pursuant to Ontario Municipal Act Section 239(2)(d) – By-law Enforcement Officer (Independent Contractor) Contract
- 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**
- 11. DELEGATIONS AND PRESENTATIONS**
  - 11.1 Lake Stewardship & Environmental Committee
    - (i) Proposed 2025 Budget
    - (ii) Healthy Shorelands Brochure for Tax Bill Mailing
- 12. COMMITTEE OF THE WHOLE**
  - 12.1 Discussion re. Loan Guarantee for the Belvedere Heights Home for the Aged Board of Management
- 13. MOTION TO REVIEW A PREVIOUS MOTION**
- 14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)**
  - 14.1 December 17, 2024 Regular Meeting of Council
- 15. PLANNING MATTERS**
- 16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**
  - 16.1 November 14, 2024 Draft Minutes of the Lake Stewardship & Environmental Committee
  - 16.2 November 28, 2024 Minutes of the Recreation Committee
  - 16.3 July 17, 2024, September 11, 2024 and November 6, 2024 Draft Minutes of the Historical Committee
- 17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**
  - 17.1 Tender Results for 2024-16 Building Department SUV
- 18. MAYOR'S REPORT**
- 19. CORRESPONDENCE FOR CONSIDERATION**
  - 19.1 District of Parry Sound Social Services Administration Board CAO Reports for November and December 2024
- 20. MOTION AND NOTICE OF MOTION**
  - 20.1 Invitation to the Ministry of Municipal Affairs and Housing to Provide a Presentation to Council on Township approved Official Plan Amendments
  - 20.2 Belvedere Heights Request for Funds to Offset the Cost for New 22 Bed Addition
  - 20.3 McKellar Market Request for Use of the Council Chambers for the 2025 Christmas Market

## **21. BY-LAWS**

- 21.1 By-law 2025-01 Being a By-law to Authorize the Execution of a Consent Agreement with The Ridge on Lake Manitou Inc. – Consent for PCL 27586 SEC SS; PART LOTS 23 & 24 CONCESSION 8 MCKELLAR PARTS 11, 12, 13 & 14 42R16306 & PART 11 42R14979; TOWNSHIP OF MCKELLAR
- 21.2 By-law 2025-02 Being a By-law to Authorize the Borrowing of Money to Meet Current Expenditures of the Council of the Township of McKellar
- 21.3 By-law 2025-03 Being a By-law to Levy Certain Interim Rates, Taxes and Charges for the Year 2025
- 21.4 By-law 2025-04 Being a By-law to Set Tax Ratios for Municipal Purposes for the Year 2025
- 21.5 By-law No. 2025-05 Being a By-law to Enter into an Agreement with SimplyCast for Notification Software
- 21.6 By-law No. 2025-06 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)

## **22. UNFINISHED BUSINESS**

- 22.1 Unfinished Business as of January 14, 2025

## **23. NEW BUSINESS**

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

## **25. CONSENT AGENDA – CORRESPONDENCE**

- 25.1 AMO Watchfiles – December 12, 2024 & December 19, 2024
- 25.2 Ministry of Municipal Affairs and Housing, Introduction of *Municipal Accountability Act, 2024*
- 25.3 Municipality of Whitestone, Parry Sound Area Planning Board
  - (i) Resolution No. 2024-478 McDougall Request to Exit
  - (ii) Resolution No. 2024-478 Carling Request to Exit
- 25.4 Ministry of Natural Resources, McKellar Resolution Supporting the Forestry Sector
- 25.5 The Labour Market Group
  - (i) November 2024 Jobs Report
  - (ii) December 2024 Publication

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

## **27. CONFIRMING BY-LAW**

- 27.1 By-law 2025-07 - 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.



# Township of McKellar

701 Hwy 124, P.O. Box 69, McKellar, ON P0G 1C0

Phone: 705-389-2842

Fax: 705-389-1244

## Request for Delegation/Deputation before Council

Pursuant to By-law No. 2019-25 as amended, 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 at which they wish to be heard. The written request shall be a detailed written submission which 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 within this form, shall be circulated with the Council agenda. Please note that Deputations are limited to 10 minutes in length.

PLEASE PRINT CLEARLY

Name of Person to Appear: <u>Jennifer Ghent-Fuller</u>		
Address: <u>[REDACTED]</u>		
Phone: Home: _____	Business: _____	Cell: <u>[REDACTED]</u>
Name of Group or Person(s) being represented (if applicable): <u>Lake Stewardship and Environmental Committee</u>		
Meeting date requested to appear before Council: <u>January 14, 2025</u>		
Subject Matter of Deputation: <u>Presentation of Healthy Shorelands brochure for printing and distribution;</u>		
<u>Budget for LSEC for 2025</u>		
<u>Both have been submitted</u>		
Detailed written submission must be attached or submitted to the Clerk by 1:00 p.m. the Wednesday prior to the Council meeting.		
Signature: <u>Jennifer Ghent-Fuller</u>		Date: <u>January 3 2025</u>

## SCHEDULE "E"

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

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.

Correspondence to Council and Committee meeting agenda, 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 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.

## Lake Stewardship and Environmental Committee Budget – 2025 draft 30 12 2024

	2024 Budget Detail	2024 Budget	2024 Actuals	2025 Budget	2025 Actuals
<b>Water Testing</b>					
<b>E. Coli Sampling</b>	\$4,500.00		\$4,640.22	\$4,900.00	
<b>Phosphorus and calcium sampling</b>	\$2,500.00		\$2106.04	\$2,400.00	
<b>Standardizing solutions</b>	\$250.00		\$153.68	\$170.00	
<b>Benthic 2 sites</b>	two sites \$4,000		\$4323.00	\$4600	
<b>Water Testing Sub total</b>		\$11,250.00	\$11,222.94	\$12,070	
<b>Educational Materials</b>					
<b>Signs (recycling, animal/turtle crossing)</b>	\$200		0	\$500	
<b>200 Environmental Welcome Packages for New Residents</b>				\$1450	
<b>Educational Materials <i>Consolidated (Flyers and other educational materials Presentations)</i></b>	\$3,500  Pesticide pamphlet  Recycling pamphlet		\$819.25  \$1045.25	Shoreline Pamphlet \$ 1300  New Recycling Pamphlet \$1300	
<b>Honorariums for talks</b>	\$900		0	\$500	
<b>Revitalize Pollinator Garden</b>				\$250	
<b>Education Activities Sub Total</b>		\$6,843.00	\$1,864.50	\$5,300	
<b>Grand Total</b>		\$18,093.00	\$13,087.44	\$17,370	

It is illegal to remove plant life growing in the water since it is so detrimental to the health of the lake and the fish populations. Do not put sand in the lake at the shore since this action will smother this most productive and essential area of a healthy lake.

Under Ontario Regulation 239/13 of the Public Lands Act a work permit is required from the Ministry of Natural Resources to fill shorelands, to dredge shorelands and to remove invasive or native aquatic vegetation.



To promote the health of our forests, use only local firewood and do not bring in wood from outside our area.

To promote the health of our lakes, leave as many trees as possible in place during and after construction.

Trim lower branches to improve your lake view, rather than removing the whole tree.

Plant a meadow of native, long-rooted plants rather than a lawn of grass with short roots that requires fertilizing and pesticides. Native plants will serve as a buffer to absorb the excess nutrients and contaminants that result from human settlement at and near the lake.



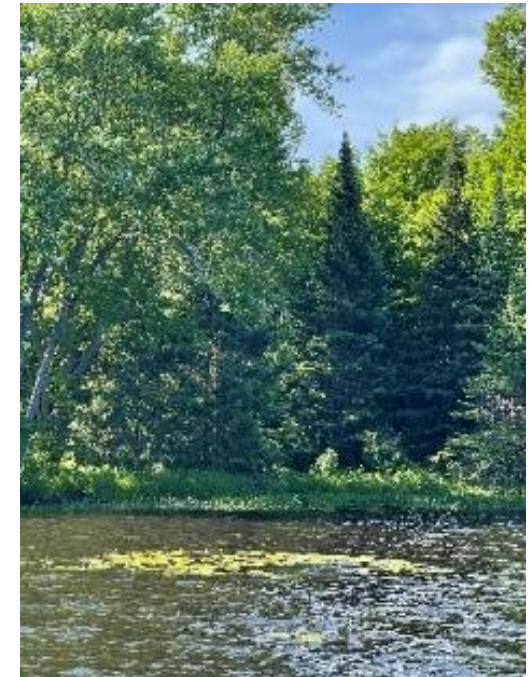
Produced by  
The Lake Stewardship and  
Environmental Committee of  
McKellar Township

A committee created to pursue a mission of fostering environmental awareness, understanding and appreciation to protect and sustain our municipality's abundant natural resources, which enhance the quality of life for our residents and seasonal visitors. For more information on what you can do to help protect our precious natural resources for future generations, go to:

[www.McKellar.ca](http://www.McKellar.ca)

and visit the Environment tab for residents.

## Healthy Shorelands Promote Healthy Habitat and Healthy Water



**Minimize your impact on  
the environment by  
supporting natural  
shorelands and waterways**





A tree canopy is a densely spaced grouping of trees and their branches. It provides habitat for animals, birds and insects.

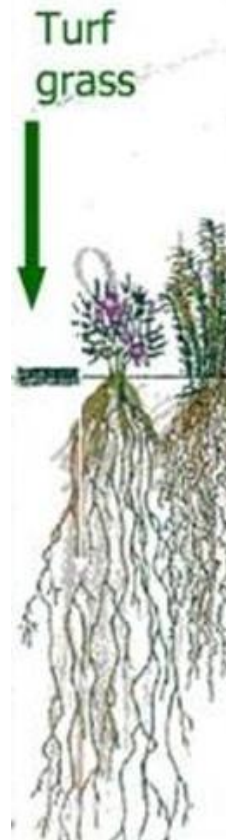


The leaves slow the progress of rain onto the soil which slows the runoff and prevents erosion, flooding and flow of sediment into the lake.



The roots of trees allow pathways for rainwater to replenish the ground water. The shade from plants and trees at the shore help keep the lake's water temperature from getting too warm.

Naturalized, native vegetation does a better job of maintaining healthy waterways than grass because the roots are longer, allowing deeper penetration of rainwater by stabilizing and trapping excess nutrients (eg. nitrogen and phosphorus), pathogens and pollutants in the soil.



Native vegetation has been in this area since before the first Europeans came to North America. It is therefore adapted and does not require fertilizers, pesticides or herbicides.

The plants in the water at the shore and the soil beneath them teem with life. This area is called the littoral zone - from the shore to the deepest penetration of light in the water.



Shoreland plants also help prevent erosion from waves and boat wakes.

The aquatic plant community in the littoral zone is a critical habitat and nursery for fish, a source of oxygen for all organisms, a refuge for prey as well as a foraging area for predators where 90 % of aquatic and terrestrial life spends part of their life cycle.



The creatures in the benthic zone, where the soil is in contact with the water, are small invertebrates visible to the naked eye. They consume tiny micro-organisms, such as bacteria and algae, which, along with plants are a major source of energy and oxygen renewal in the lake. Creatures in the benthic zone are the major source of food for fish.

# BELVEDERE HEIGHTS BOARD OF MANAGEMENT DISCUSSION WITH MUNICIPAL PARTNERS

22 new beds at Belvedere Heights, Funding and Cost Estimates

October 2024

*Belvedere Heights. 3D-View of Proposed New Addition*

## SOUTHERN VIEW OF NEW ADDITION



**NEW MAIN ENTRANCE**



# INTERIOR COLOURS AND STONEWORK

**Casework**  
GROUPE LACASSE -  
MPE (Maple)

**Altro - Wood** Heterogeneous Sheet (SV)  
Field use. Circulation and Resident rooms in wood grain pattern.

**Acrovyn Handrails - 372 Classic Maple**  
BM Pink Damask OC-72

**Spring Maple**  
LRV 27%

**Cultured Stone - Alpine LedgeStone**  
Manufactured Stone Veneer  
Fireplace wall and Stone Wall at Dining Room

**Forba - Sphera Element** Heterogeneous Sheet (SV)  
Accent use at communal and ADL areas.

LRV 62%  
**Light Peach**

LRV 31%  
**Blush**

LRV 18%  
**Accent**

LRV 32%  
**Accent**

LRV 27%  
**Accent**

**Altro Aquarius** Safety Flooring Heterogeneous Sheet (SV)  
Resident and Staff Washrooms as well as Tub and Shower Rooms.

**Iguana AQ2021**

**Driftwood PX2004**

**Altro Walkway** Safety Flooring Heterogeneous Sheet (SV)  
Servery/Food Prep. area and Housekeeping.

**Rodeo VM12020P**

**Altro - Whiterock** Protective Wall Covering (HWC)  
Wall covering in resident rooms and washrooms

LRV 70%  
**Altro Whiterock - Lian 52**

LRV 41%  
**Altro Whiterock - Fawn 206**



Belvedere Heights 22 LTC Bed Renovation

Inspiration and Material Palette



Ground Floor  
22 Bed Option



# BELVEDERE BUILDING COST SUMMARY

- New construction for 12 private rooms on ground level, renovate existing space for 10 private rooms
- Lower-level renovation to move services from ground floor to lower level (prior to new build)
- Hard cost for new construction, renovation, retaining walls, landscaping, parking, nurse call, management fee and contingency is **\$10.7** million
- Architect, engineering, permit fees, tender and construction oversight (soft costs): **\$1.03** million
- Furniture, fixtures, equipment (ff&e): \$915,000
- New and refurbish parking: \$388,000 (in hard costs)
- **TOTAL ESTIMATED COST: \$13.4** million

## Construction Cost

<b>04-Oct-24</b>	
Hard cost	10,200,000
contingency 5%	510,000
soft costs	1,001,251
contingency 3%	30,038
hst?	206,118
ff&e + contingency	915,000
interest 5%	535,500
<b>total cost</b>	<b>13,397,906</b>

	sq ft
new construction	3,820
renovation: ground	8,630
renovation: lower	6,512
	18,962



## PROJECT REVENUE

### One-time grants, funds

INITIAL CASH	
Planning grant	\$250,000
Development grant	\$393,412
CFS \$15/diem top-up	\$1,782,000
sub-total	<b>\$2,425,412</b>
municipal funds	\$700,000
<b>TOTAL</b>	<b>\$3,125,412</b>

### Annual construction funding subsidy (cfs)

MLTC construction subsidy	cfs/diem	
small home base	20.78	
supplement	0.75	
top-up	20.00	
total per diem	<b>41.53</b>	
25 yr	<b>22</b>	\$333,486 <annual

- Ministry provides \$250,000 planning grant and \$393,412 development grant for 22 bed project
- Maximum \$15 of \$35 CFS top-up can be converted to up-front grant (4.5% discount rate): \$1.78M
- Total one-time \$3.125M: \$2.4M grants + \$0.7M return of municipal funds allocated to Belvedere
- Residual \$20 cfs top-up contributes to annual **\$333,486** cfs over 25 years
- Net increase in 22 room private differential contributes up to \$185,600 annually

## NEW BUILD FINANCING SUMMARY

- Net cost to be financed over 25 years: **\$10.27** million
- Infrastructure Ontario (IO) loan payments of \$674,721 annually at 4.35 per cent fixed interest rate over 25 years
- Annual construction funding subsidy of \$333,486 over 25 years (applied to IO loan)
- Residual annual \$341,236 funded by Belvedere economy of scale operating savings estimated at \$439,273.
- No net impact on annual municipal operating levy.

<b>22 beds, Ground Floor</b>	
<b>October 4, 2024</b>	
	budget\$
Total project cost	<b>\$13,397,906</b>
Total grants	<b>-\$2,425,412</b>
Return of funds from municipalities	<b>-\$700,000</b>
<b>NET AMOUNT TO BE FINANCED</b>	<b>\$10,272,494</b>
<b>ANNUAL ESTIMATED COST/REVENUE</b>	Annual \$
IO loan payments (@ 4.35% interest)	<b>-\$674,721</b>
MLTC construction funding subsidy	\$ 333,486
net funded by BH	<b>-\$341,236</b>
annual 123-bed economy of scale	<b>\$ 439,273</b>
Net annual surplus( <b>deficit</b> )	\$ 98,037
total cost per bed	\$608,996
total cost per square foot	\$707

## INFRASTRUCTURE ONTARIO FUNDING

- INFRASTRUCTURE ONTARIO (IO) incentivizes direct lending to municipalities (option 2)
- Impossible for Belvedere to complete IO requirements by Nov. 2024 ministry deadlines
- Option 1: Belvedere is IO client: all 8 municipalities required to guarantee IO financing by Nov. 2024, in addition to completing 15 item checklist (e.g. environmental assessment)
- Option 2: **CARLING Council** has agreed to support construction loan and subsequent conversion to 25-year debenture
- FOR 2026: request that all remaining 7 municipalities enable IO debenture
- Borrowing for district municipal home excluded from municipal annual borrowing limit capacity calculation (O. Reg. 403/02, s(5)8.)

	Municipal	Belvedere
Interest rate	4.35%	4.65%
debt service coverage	1.0	1.2
additional revenue/levy	0	\$1.2M

## \$700,000 BELVEDERE FUNDS IN MUNICIPAL RESERVES

- In June 2021, Belvedere returned \$700,000 excess operating reserve funds
- Because total reserves of \$2.3M exceeded the maximum allowable 15 per cent of budget by \$700,000
- Most municipalities have retained these funds in a reserve available to return to Belvedere.
- These funds are now required for the 22 private room addition design costs
- Board of Management passed resolution on Sep. 25, 2024, to request return of these funds:

	2021 share	
Parry Sound	8.81%	\$61,684
Carling	10.68%	\$74,760
Whitestone	6.12%	\$42,850
McDougall	7.76%	\$54,307
McKellar	6.77%	\$47,397
McMurrich Monteith	2.30%	\$16,129
Archipelago	21.78%	\$152,467
Seguin	35.77%	\$250,406
		<u>\$700,000</u>

## \$35 PER DIEM CONSTRUCTION FUNDING TOP-UP INITIAL MILESTONES

PROJECT MILESTONES	DUE DATE
1. Preliminary Plans submitted with sources of funding	April 30, 2024
2. Signed Development Agreement submitted	May 31, 2024
3. All licensing documentation and financial requirements submitted	May 31, 2024
4. Final Working Drawings submitted and municipal approvals on track	June 14, 2024
<b>Supporting resolutions from our eight municipalities</b>	June 30, 2024
5. Tendering and Evaluation of Bids completed (suggested date)	September 30, 2024
6. Approval to Construct package submitted	November 8, 2024

## Project Milestone Update: April to September 2024

Project Milestone	Submission Date
Preliminary Plans Submitted and Sources of financing confirmed	April 30 <sup>th</sup> , 2024
Revised Preliminary Plans Submitted	May 24 <sup>th</sup> , 2024
Development Plan Submission	May 31 <sup>st</sup> , 2024
Working Drawing Submission (not reviewed due to PP not approved at this time), signed development <u>agreement</u> , all licensing documentation submitted	June 14 <sup>th</sup> , 2024
Preliminary Plan Comments Received	June 26 <sup>th</sup> , 2024
Preliminary Plan Resubmission	June 28 <sup>th</sup> , 2024
Preliminary Plan Comments Received	July 30 <sup>th</sup> , 2024
Preliminary Plan Resubmission	July 1 <sup>st</sup> , <u>2024</u>
Preliminary Plan Resubmission	August 2 <sup>nd</sup> , 2024
<b>PRELIMINARY PLANS APPROVED</b>	<b>AUGUST 6<sup>TH</sup> 2024</b>
Working Drawings Submission	August 23 <sup>rd</sup> , 2024
Working Drawing Comments Received	August 30 <sup>th</sup> , 2024
Working Drawings Resubmission	September 9 <sup>th</sup> , <u>2024</u>

## Project Milestone Update: Oct. 4<sup>th</sup>, 2024 to Nov. 30<sup>th</sup>, 2024

Project Milestone	Initial Submission Date	Proposed Submission Date
Working Drawing Ministry Approval	October 4 <sup>th</sup> , 2024 (Orig. Sept 20 <sup>th</sup> , 2024)	
BSA and Team to update drawings and resubmit (1 week)		October 11 <sup>th</sup> , 2024
Working Drawing Approval (1 week)		October 18 <sup>th</sup> , 2024
Construction Manager to Tender (5 weeks)		November 25 <sup>th</sup> , 2024
Final Estimate of Cost (1 week)		November 29 <sup>th</sup> , 2024
Approval to construct package submitted	November 8 <sup>th</sup> , 2024	December 6 <sup>th</sup> , <u>2024</u>
Construction Commencement	November 30 <sup>th</sup> , 2024	Upon Ministry Approval
First Resident Date	December 1 <sup>st</sup> , 2026	

## NEXT STEPS

- Site plan and building permit review by Town of Parry Sound
- Construction funding loan agreement between Carling and Infrastructure Ontario
- Quinan, our construction management firm, to issue tenders
- Prepare approval to construct package and send items to ministry when completed:
  - Land valuation, licensing review, insurance (general, property, injury, replacement, environment), bonding, site plan, building permit, construction schedule, procurement attestation, tender results, financing, final cost estimate, signed development agreement
- New parking lot: 23 spaces, northwest corner at 21 Belvedere
- MUNICIPAL SUPPORT for IO construction funding loan followed by 25-year debenture



## DRAFT RESOLUTION

WHEREAS in June 2024 all eight municipal owners of Belvedere Heights long term care home endorsed the proposal to add up to 24 new long- term care beds

AND WHEREAS the opportunity to receive a \$35 per diem construction funding subsidy needed to fund the new build is predicated, in part, on securing financing by the November 8<sup>th</sup>, 2024, deadline

AND WHEREAS Infrastructure Ontario provides an option to secure construction funding in October 2024 prior to the November deadline without an upfront guarantee from all eight municipalities

AND WHEREAS The Township of Carling has agreed to enter into agreement with Infrastructure Ontario to secure the construction loan on behalf of Belvedere Heights

AND WHEREAS Belvedere Heights will enter into a loan agreement with the Township of Carling guaranteeing payment of all financial obligations to Infrastructure Ontario for the borrowing costs

THEREFORE, BE IT RESOLVED THAT:

The Township of \_\_\_\_\_ endorses the Belvedere Heights proposal to enter into a loan agreement with the Township of Carling to support a two-year construction funding loan with the guarantee that Belvedere Heights will provide funds from operating reserves as required in advance of all Infrastructure Ontario payment terms.



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**December 17, 2024**

Mayor Moore called the meeting to order at 6:00 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 Ryeland**  
**Seconded by: Councillor Haskim**

**24-658** **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 11.1 Delegation and Presentations to precede Item 10.1 Public Meeting; and to Remove Item 21.5.

**Carried**

**Moved by: Councillor Zulak**  
**Seconded by: Councillor Kekkonen**

**24-659** **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 6:01 p.m. to discuss the following items:

- 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

**Carried**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**24-660** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 6:32 p.m.

**Carried**

Mayor Moore called the meeting to order at 6:32 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  
Treasurer, Roshan Kantiya *for his respective items on the agenda*



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

December 17, 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**

**24-661** **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 17, 2024.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**24-662** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Andrew Pahapill, Associate Partner with Pahapill & Associates Professional Corporation presenting the Township's Draft 2023 Financial Statements.

**Carried**

*Items 21.4 and 17.3 were discussed with the Treasurer prior to his departure from the meeting. Council deliberated on these resolutions and voted on them during their scheduled order on the agenda.*

Treasurer, Roshan Kantiya left the meeting at 7:38 p.m.

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**24-663** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into a Public Meeting at 7:38 p.m. allowing for public comment on the proposed closure and sale 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, as applied for by Niall and Sima Bracken.

**Carried**

### PUBLIC MEETING

Clerk/Administrator Karlee Britton provided Council with a summary regarding the application for the closure of the Original Road Allowance. The summary included an outline of the procedures undertaken by the Township of McKellar and the Municipality of McDougall as the road allowance falls on a Municipal boundary.

The applicant, Sima Bracken, had no additional comments other than expressing that she and Mr. Bracken are eager to see the application completed.



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**December 17, 2024**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**24-664** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular session of Council at 7:43 p.m.

**Carried**

**Moved by: Councillor Kekkonen**  
**Seconded by: Councillor Zulak**

**24-665** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the December 3, 2024 Regular Meeting of Council; and December 5, 2024 and December 10, 2024 Special Meetings of Council, as circulated.

**Carried**

**Moved by: Councillor Ryeland**  
**Seconded by: Councillor Haskim**

**24-666** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby deem 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, surplus.

**Carried**

**Moved by: Councillor Zulak**  
**Seconded by: Councillor Kekkonen**

**24-667** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby appoint the Whole of Council for one (1) year, and Reg Moore for the present term of Council, to sit on the Township's Committee of Adjustment; and **FURTHER THAT** Resolution No. 23-704 is hereby rescinded.

**Carried**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**24-668** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the October 23, 2024 meeting of the District of Parry Sound West (Belvedere Heights) Board of Management.

**Carried**

**Moved by: Councillor Kekkonen**  
**Seconded by: Councillor Zulak**

**24-669** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the September 30, 2024 and October 29, 2024 meetings of the Township of McKellar Public Library Board.

**Carried**

**Moved by: Councillor Ryeland**  
**Seconded by: Councillor Haskim**

**24-670** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the October 16, 2024 & November 27, 2024 meetings of the NBPSDHU Board of Health; April 24, 2024 meeting of the Personnel Policy, Employee/Labour Relations Committee; and the June 26, 2024 meeting of the Finance and Property Committee.

**Carried**



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**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**24-671 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the McKellar Market's 2024 Market Report from Market Manager, Jan Gibson for information purposes.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**24-672 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report FD-2024-24 Month End Status Update for November 2024 from Fire Chief, Robert Morrison for information purposes.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**24-673 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Accounts Payable Preliminary Cheque Run Report for November 2024 from Treasurer, Roshan Kantiya for information purposes.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**24-674 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby support the Town of Parry Sound's Resolution No. 24-184, emphasizing the importance of retaining Canada Post services, other government services, and associated jobs at 74 James Street, Parry Sound; and

**FURTHER THAT** this support Resolution be forwarded to the Town of Parry Sound, Parry Sound-Muskoka MP, Scott Aitchison and Parry Sound-Muskoka MPP, Graydon Smith.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**24-675 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby 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.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**24-676 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the District of Parry Sound Social Services Administration Board CAO's Report for October 2024, for information purposes.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**24-677 WHEREAS** Starlink has proven to be a reliable and effective provider of internet service for both the operations at 701 Highway 124 and the provision of free public Wi-Fi;



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

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**December 17, 2024**

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of McKellar hereby directs staff to terminate the internet service with Vianet for the Municipal Building located at 701 Highway 124, McKellar.

**Carried**

**Moved by: Councillor Ryeland**  
**Seconded by: Councillor Haskim**

**24-678** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-82, Being a 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 (McBride) a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17th day of December, 2024.

**Carried**

**Moved by: Councillor Zulak**  
**Seconded by: Councillor Kekkonen**

**24-679** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give 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), a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17th day of December, 2024.

**Carried**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**24-680** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-89, Being a By-law to Enter into an Agreement with SimplyCast for Notification Software, a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17th day of December, 2024.

**Deferred**

**Moved by: Councillor Zulak**  
**Seconded by: Councillor Kekkonen**

**24-681** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give 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, a First and Second reading;

**And further Read a Third time and Passed** in Open Council this 17th day of December, 2024.

**Deferred**



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**Moved by: Councillor Ryeland**  
**Seconded by: Councillor Haskim**

**24-682** **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 Kekkonen**  
**Seconded by: Councillor Zulak**

**24-683** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2024-91, 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 17th day of December, 2024.

**Carried**

**Moved by: Councillor Haskim**  
**Seconded by: Councillor Ryeland**

**24-684** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 8:31 p.m. to meet again on January 14, 2025; or at the call of the Mayor.

**Carried**

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

## LAKE STEWARDSHIP AND ENVIRONMENTAL COMMITTEE OF MCKELLAR TOWNSHIP

## Draft Minutes

Thursday November 14<sup>th</sup>, 2024

‡ Educational resources posted by this committee are available on the Township of McKellar Website here:  
<https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf>

Item	Time	Please note: These are ongoing agenda items. Only items marked with an * will be discussed at the next meeting.
1.	*	<p><b>Land Acknowledgement:</b>            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.</p>
2.	*	<p>Roll Call*: Tony Best (x); Ross Crockford (x); Peter Duffey (x); Jennifer Ghent-Fuller (x) ; Melanie Jeffrey (n) ; Carl Mitchell (x); Suzanne Poff (x); Nick Ryeland (x); Rick Speers (x) (Recorder); Rob Gibson (x )            Guests: Mark Calhoun, Mike Kekkonen.            We need 5 committee members to have a quorum (Y)             Does anyone have a declaration of pecuniary and/or personal interest and general nature thereof? No</p>
3.1	*	<p>Motion to accept the minutes of October 17th, 2024. (attached)            Moved: Sue Seconded: Tony Approved: All            [Amendment:            Approved with Amendment : ( ) ]</p>
3.2	*	<p>Would any committee member like to add any item to the agenda? (y)            (Motion to add item to the agenda if needed)            [Motion to accept the Agenda .            Amendments: Gardening, pollinator patch             Moved: Nick Seconded: Rob            Approved: (All )</p>
3.3		<p>Strategic Planning             - See October 2024 minutes</p>
4. Goals		<p>General Updates on Current Issues.</p>
4.1	* A ,B and C	<p>Waterfront/ Shoreline protection –  <b>A. Nov 14<sup>th</sup></b> – Jennifer circulated the first draft of the <b>leaflet on Shoreline Protection</b> for assessment by committee members before the meeting. Comments were received and a revised leaflet will be sent out by the end of November, which includes Rob’s input of MNR regulations and a suggested restriction on using firewood from outside the area.</p>



**B.** A re-draft of the Tree Canopy and Natural Vegetation Policy was distributed before the meeting. Township Clerk had requested a definition of native/indigenous plants, which was added. These do not require herbicides, pesticides and fertilizers. There was general discussion on the use of the word “bylaw.” It was felt by some members that a bylaw, by definition, needs to be enforced. All members of the committee want an educational policy, rather than an enforceable by-law.

Motion to approve the “By-law to adopt a TREE CANOPY AND NATURAL VEGETATION POLICY” dated October 26 2024, and to forward this to Council for their consideration.

Moved: Tony      Seconded: Sue. All approved.

**C. Welcome package.** A draft table of contents was sent out. The package will consist of 10 double-sided pages with 20 entries/topics. Ross said that he would help with the editing and sequencing of topics and offered to write an introduction. Since we did not print the Septic Smart booklet, there is money left in our budget for this project. There was general discussion about whether mailing out or picking up would be preferable. The Clerk said with the current software, identifying new residents would be time-consuming. Once we have a final product we can revisit this issue. It was also thought that Real Estate agents might be interested in paying for printing and we could meet with them. It would be a good vehicle for educating new residents (after Sept 1 2022). We could get evaluation by each committee member asking 3 neighbours to read it and give feedback. There is a question whether all residents would benefit from receiving a package.

**Cost estimate:** Welcome package –  
Proposed Table of Contents (attached)

Cost:

WELCOME BOOKLETS

QTY: 200

NUMBER OF PAGES: 12 including Covers

FINISHED SIZE: 8.5" x 11"

STOCK: 60lb text white / Covers on 10pt Gloss White

INK: CMYK

FINISHED: Coil Bound

\$5.95 each + tax; 200 copies would be ~ \$1350 plus envelopes (~\$100) and postage to send out the welcome page and the Lake Protection Workbook together.

October 17<sup>th</sup> – Nick and Tony discussed 30 m setbacks with John Jackson, who suggested moving to a 20 m setback when he discussed it with them – next Council meeting is on Oct 15

- **Please be aware of pending open meeting to discuss the Official Plan – it will be listed under Township Services / Building and Planning / Proposed Official Plan and Zoning Bylaw Amendments 2024**

**As of Nov 14, No public meeting has been called as of yet to discuss the Official Plan. The clerk indicated that the Township is waiting for comments by the Province.**

-

Oct 17 2024 – Jennifer sent out a summary of the 4 talks she attended at the Resilience to Climate Change Conference in Bracebridge on Oct 4 – there were some good flyers at the conference Discussion about the possibility of mailing the welcome package to people who have become new residents since Sept of 2022 (cerlox bound flyers and Lake Protection Workbook) and asking staff to identify recipients (new residents)

		Committee members agreed that it is best for new residents to be presented with hard copy information. Ross and Jennifer will decide what information to include and it will be bound with cerlox binding.
4.2	*	<p><b>Water Sampling</b>  November 14<sup>th</sup> – the water sampling is complete. The lake had not yet turned over in the Great Bay as of October 17<sup>th</sup>. Implications for sampling were discussed. Carl said it is important to sample the lake in the spring before stratification has taken place. In 2023-2024, the lake froze (“ice in”) for the first in the winter on January 11<sup>th</sup> 2024 and was melted (“ice out”) by April 2<sup>nd</sup>. Sampling was done in the latter part of May, as it has been done by LPP and previously by MLCA. Jennifer will plan to do the sampling earlier in the spring of 2025. The E.coli sampling is not affected by the stratification of the lake, and will be done with the usual schedule – end of June, end of July, end of August. The E. coli sampling found high numbers in some areas following a rain deluge near the end of June. As a consequence of the publicity we found that not all waterfront residents realized they have to treat lake water before consuming it and using it for dishes and tooth brushing etc.</p>
4.3		<p><b>Septic Education –</b>  Oct 17 – we have very few septic care flyers left – will get estimates for more  Did not include possibility of using toilet paper which is better for septics (RV toilet paper)</p>
4.4	*	<p><b>Publicity</b>  November 14<sup>th</sup> – Soon the 3 moderators will have a rotating schedule for posting. Facebook postings are going up every Friday; MLCA offered to advertise the page. Numbers are growing for views. It’s anticipated that finding topics may be challenging for the winter. Articles on deer, ice fishing, snowmobiling. There is an issue with holes for ice fishing not being marked and fishhooks and other garbage being left on the lake. Regular posting keeps up interest.  <b>Link to the LSEC Facebook Page</b>  <a href="https://www.facebook.com/profile.php?id=61565497380905&amp;mibextid=ZbWKwL">https://www.facebook.com/profile.php?id=61565497380905&amp;mibextid=ZbWKwL</a></p> <p>October 17 - Facebook Page = Sue posted the zoom link for the LSEC meeting  Karlee is receiving the postings for her approval  – Sue, Peter, Ross</p> <ul style="list-style-type: none"> <li>- It’s important to post regularly on the same day each week</li> <li>- Sue has started posting and will continue</li> <li>- Rob suggested posting about bears coming out of hibernation next spring</li> <li>- We could put the zoom link for our meetings on our facebook page</li> <li>- Send postings to members of the committee?</li> </ul> <p>Presentations - YouTube videos from this committee are posted here:  <a href="https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf">https://www.mckellar.ca/en/township-services/resources/Links-to-YouTube-Videos.pdf</a> along with other videos</p> <p>Our postings (listings and a table of contents) are uploaded on the township web page under “Residents/Environment.” Jennifer has been gradually updating the page with Mary Smith’s help.  <a href="https://www.mckellar.ca/en/living-in-our-community/environment.aspx">https://www.mckellar.ca/en/living-in-our-community/environment.aspx</a></p>
4.5		Microplastics/Microfibres/ Washing Machine Filters – video on our YouTube channel posted
4.6	*	<p><b>Earth Day / Clean Up Our Lakes / Recycling</b>  <b>Nov 14</b> — Karlee gave permission for us to contact Enterra to question the range of our recycling.</p>

		<p>Peter will follow up on contacting the companies in Vaughn and Brampton (Burlington?) in December; someone else could proceed with that work before then.</p> <ul style="list-style-type: none"> <li>- many residents are still putting their recycling into bags; Nick has not received an answer on the feasibility of having blue boxes for residents to purchase</li> </ul> <p>Oct 17 – if our recycling material is not being sorted by Waste Connections anymore, but merely being put on another truck to be sent to Enterra in Burlington or to Vaughn (fibres), why can we not recycle a broader range of items = asked Karlee if we can contact Circular materials</p> <ul style="list-style-type: none"> <li>- Some people are still putting in plastic bags</li> </ul> <p>Another issue is whether we need more bins for the compactor – Tom Stoneman has been sent data collection sheets to track how many days the recycling bins are full and unavailable</p> <p>Nick is looking into what can be done about getting blue bins that people can use to take their recycling into the Transfer Station</p>
4.7		<p>Fishing / Wildlife –</p> <p>Oct 17 – Ross’ deputation to Council was received favourably and was praised as a good step</p> <p>And passed the following resolution:</p> <p>Moved by: Councillor Kekkonen Seconded by: Councillor Zulak</p> <p>24-512 BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Ross Crockford, a member of the Lake Stewardship and Environmental Committee, regarding the proposal to install road signage in designated wildlife hotspots; and FURTHER THAT the Council approves the Committee's proposal to identify <b>five key locations</b> where "Wildlife Crossing" signs would provide the greatest benefit; and FURTHER THAT the Public Works Superintendent be directed to assist the Committee and the installation contractor in determining the appropriate height and placement of the signage in accordance with the Highway Traffic Act; and FURTHER THAT the Public Works Superintendent conduct a final inspection of the installed signage and retain the authority to remove or reposition any signs, should they present safety concerns.</p>
4.8		Fish Catch reporting signs for Armstrong Lake - are up at Armstrong Lake beach.
4.9		Catch and Release Signs are up at township launch sites.
4.10		<p>Benthic Study –</p> <p>July 2024 – Sampling took place in 3 sites</p>
4.11		Pesticides/Fertilizers – March 7 <sup>th</sup> – The new brochure was distributed to residents at the end of Feb.
4.12		<p>Invasive Species –</p> <p>Sept 12 – Chair has discussed the existence and location of phragmites in McKellar Township with staff</p> <p>The concern about Phragmites would be a good article for our Facebook page. Often a spray is used – “habitat aqua,” which is purported to be harmless to animals and other vegetation.</p>
4.13		<p>Dark Skies –</p> <p>We have a brochure that was made in about 2021.</p>
4.14		<p>Water Levels –</p> <p>May 1 – paper reposted on FB –Requested changes (clean up of the web page). A paper detailing previous work on water levels is posted on our section of the web page. <a href="#">Water-Levels-on-Lake-Manitouwabing-JGF-Amended-July-2022.pdf (mckellar.ca)</a></p> <p>Reposted in April 2024</p>
4.15		<p>Pollinator Patches / Gardens–</p> <p><b>November 14th</b></p> <p>Sue and Chris Clayton have visited the area behind the new ball diamond. They have plans to plant the area immediately adjacent to Armstrong Lake and the run-off ditch at the edge of the Arena parking lot to stabilize the soil; MLCA has offered to provide the plants. We will again seek</p>

		permission to plant a demonstrator pollinator patch in the grounds beside Hemlock Church at the corner of Centre and Hurdville Roads. Plants will be labelled, and the garden will be well-maintained. Sue and Chris provide gardening advice for shorelands planting through MLCA at no cost.												
		ICECAP – This item removed. Council will communicate directly with GBB about this.												
4.16		EV Chargers –												
4.17		Organic Waste Planning (investigate the possibility of a processing facility shared with other townships in the future?) May 9 Council did not go ahead with the Food Cycler Program												
4.18	*	Drinking Water Source Protection <b>Nov 14</b> FOCA has developed a Guideline to implement the Best Practices Guidelines suggested by the Ontario Government for municipalities that are not covered under the Clean Water Act, such as McKellar Township. Former FOCA Executive Director, Terry Rees, who has worked on this issue for many years, has completed a pilot project of implementing these guidelines without major expenditures. Jennifer will follow up and request a copy of the guidelines when they are available.												
5.	*	Budget – <b>Nov 14</b> – Draft budget – Discussion of summary of expenditures so far in 2024 (attached). Tony and Jennifer will work on the proposed budget for 2025 for the December meeting.  Oct 17 – will have draft budget ready for review at the November meeting Meetings will be held in Council Chambers through the winter unless the driving is bad, then they will be solely on zoom. Zoom set up seems to work now – new microphone.												
6.	*	LSEC decided to continue to meet <i>usually</i> on the second Thursday evening of each month <i>and to change the time to 7 pm.</i>  LSEC Meeting Dates in 2024: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">January 11<sup>th</sup></td> <td style="width: 50%;">July 11<sup>th</sup></td> </tr> <tr> <td>February 8<sup>th</sup> No Quorum</td> <td>Friday August</td> </tr> <tr> <td>March 7<sup>th</sup> No Quorum</td> <td>September 12<sup>th</sup></td> </tr> <tr> <td>April 11<sup>th</sup> No Quorum</td> <td>October 17<sup>th</sup> (<del>3<sup>rd</sup> Thursday</del>)</td> </tr> <tr> <td>May 9<sup>th</sup></td> <td>November 14<sup>th</sup> in person and zoom</td> </tr> <tr> <td>June 13<sup>th</sup></td> <td>December 12<sup>th</sup> zoom only</td> </tr> </table> Old information is occasionally removed from the bottom of each item in these minutes, but can be found in old minutes on the Township’s web page under Environment.	January 11 <sup>th</sup>	July 11 <sup>th</sup>	February 8 <sup>th</sup> No Quorum	Friday August	March 7 <sup>th</sup> No Quorum	September 12 <sup>th</sup>	April 11 <sup>th</sup> No Quorum	October 17 <sup>th</sup> ( <del>3<sup>rd</sup> Thursday</del> )	May 9 <sup>th</sup>	November 14 <sup>th</sup> in person and zoom	June 13 <sup>th</sup>	December 12 <sup>th</sup> zoom only
January 11 <sup>th</sup>	July 11 <sup>th</sup>													
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May 9 <sup>th</sup>	November 14 <sup>th</sup> in person and zoom													
June 13 <sup>th</sup>	December 12 <sup>th</sup> zoom only													
7.	*	Motion to adjourn. Moved: Ross Seconded: Tony Approved: All Time: 8:11 pm												

**TOWNSHIP OF MCKELLAR  
RECREATION COMMITTEE – MINUTES**

November 28, 2024, 3:30 p.m.  
McKellar Community Centre

**PRESENT:** Morley Haskim, Dinah Ryeland Brown, Judy Ryeland, Chris Bishop, Terry Lacey,  
Joyce Hopkins, Phil Jefkins

**REGRETS:** Kathy and Francis Deguara, Rick Brear

**CALLED TO ORDER:** 3:30 p.m.

**APPROVAL OF THE MINUTES:** Moved by Dinah Ryeland Brown and seconded by Chris Bishop that the Recreation Committee of the Township of McKellar does hereby accepts the minutes of the October 24, 2024, meeting. Motion Carried (24-48).

**ADDITIONS TO THE AGENDA:** A Student for Social Media Advertising

**APPROVAL OF THE AGENDA:** Moved by Phil Jefkins and seconded by Dinah Ryeland Brown that the Recreation Committee of the Township of McKellar does hereby accepts the agenda for the November 28, 2024, meeting. Motion Carried (24-49).

**DECLARATION OF CONFLICT OF INTEREST:** None

**VISITORS:** Bill Jarvis and James Whitehall

**VISITOR DEPUTATION:** Bill Jarvis, who is a certified instructor in Chinese Martial Arts would be willing to teach this program at the Community Centre beginning next April. Bill stated that he requires no pay to offer this program to individuals from age nine and up. The Committee thanked Bill for attending.

**MOTION ARISING FROM VISITOR DEPUTATION:** Moved by Dinah Ryeland Brown and seconded by Phil Jefkins that the Recreation Committee of the Township of McKellar does hereby accept the deputation from Bill Jarvis and do approve to have a Chinese Martial Arts Program in the Community Centre from April to June in 2025. Motion Carried (24-50).

**CORRESPONDENCE RECEIVED:** Criterion Renewal- Discuss in New Business

**REPORTS OF MEMBERS:**

1. Lines at Rink- Morley reported that staff will install new lines at the rink in the spring of 2025.
2. Halloween Trick er Trunk- This event was a great success with 75 children attending.

SEE PAGE 2

3. Georgian Bay Winds Concert- This event was held on October 26 and was very well attended. The \$600.00 raised is to be donated to Super Mondays.
4. Indoor Pickleball- This activity is very well attended.
5. T-shirts- Dinah will place an order for some Recreation Committee members and Volunteers shirts.
6. November Movie Nights- Approximately 15 attended November Movie Nights.

**NEW BUSINESS:**

1. Criterion Renewal- After much discussion, the Committee decided to not have Movie Nights for the upcoming year. Moved by Dinah Ryeland Brown and seconded by Terry Lacey that the Recreation Committee of the Township of McKellar do not renew the movie license with Criterion and furthermore the Committee will re-visit this activity for 2026. Motion Carried (24-51).
2. Christmas Party and Movie- This event will be held on December 13, 5:30-7:00 p.m. The movie is to be Ice Age and the Lions are donating to this event.
3. Winter and Spring Events:
  - Kids Ice Fish Derby- Saturday, February 15<sup>th</sup>
  - Snowmobile Run- Sunday, March 2<sup>nd</sup>
  - St. Patrick Day Dance- Saturday, March 15<sup>th</sup>
4. The Committee will look into appointing a local student to help with Social Media Advertising.
5. 2024 Budget Surplus- Moved by Judy Ryeland and seconded by Dinah Ryeland Brown that the Recreation Committee of the Township of McKellar does hereby recommend that any 2024 budget surplus be placed in the Recreation Reserves. Motion Carried (24-52).
6. Recreation Committee appointees- Moved by Dinah Ryeland Brown and seconded by Chris Bishop that the Recreation Committee of the Township of McKellar does hereby recommends that Rick Brear be appointed as the Kid's T-Ball Coordinator for the year of 2025 by the Township of McKellar. And furthermore; the following Recreation Committee members will stand to be re-appointed to the Committee for the year of 2025. Chris Bishop, Dinah Ryeland Brown, Francis Deguara, Kathy Deguara, Morley Haskim, Joyce Hopkins, Phil Jefkins, Terry Lacey and Judy Ryeland. Motion Carried (24-53).

**NEXT MEETING:** January 30, 2025, 3:30 p.m. or at the call of the chairperson.

**ADJOURNMENT:** Moved by Phil Jefkins and seconded by Terry Lacey that the Recreation Committee of the Township of McKellar does hereby adjourn at 5:02 p.m. Motion Carried (24-54).

**DRAFT**

McKellar Historical Committee Minutes  
Wednesday July 17, 2024

Call the meeting to order at 7:00 pm

MEMBERS PRESENT: Vivian Moore, Joyce Hopkins, Carolyn Phillips, Muriel Junck, Jeanette Clements and Mike Kekkonen.

REGRETS: None

VISITORS: None

DECLARATION OF CONFLICT OF INTEREST: None

Moved by: Joyce Hopkins

Seconded by: Carolyn Phillips

24-20 That the Agenda be Accepted as circulated. Carried

Moved by: Muriel Junck

Seconded by: Jeanette Clements

24-21 That the minutes of the June 5, 2024 Historical Committee meeting be approved as circulated. Carried

CORRESPONDENCE: None

REPORTS:

Activity report is as follows.

The Historical Committee discussed the scope of work and price quote(s) received for cleaning the St. Stephens Community Hub.

Moved by: Joyce Hopkins

Seconded by: Muriel Junck

24-22 Be it resolved That the Historical Committee of the Township of McKellar does hereby accept the Quote dated July 12/24 from Clean and Cozy Housekeeping in the amount of \$1446.40 plus the 2-day rental cost of \$80 +tax for a generator for the cleaning of St. Stephen`s Anglican Church, Broadbent. Funds are to be withdrawn from the Historical Committee Reserve-St. Stephen`s. Carried

Moved by: Carolyn Phillips

Seconded by: Jeanette Clements

24-23 Be it resolved that the Historical Committee meeting be adjourned. Meeting adjourned at 7:35 pm. Carried

Next meeting date scheduled for Wednesday September 4, 2024 at 2:00 pm.



**DRAFT**  
McKellar Historical Committee Minutes  
Wednesday September 11, 2024

Call the meeting to order at 2:00 pm

MEMBERS PRESENT: Joyce Hopkins, Carolyn Phillips, Muriel Junck, Jeanette Clements and Mike Kekkonen.

REGRETS: Vivian Moore

VISITORS: None

DECLARATION OF CONFLICT OF INTEREST: None

Moved by: Jeanette Clements

Seconded by: Joyce Hopkins

24-24 Be it resolved that the McKellar Historical Committee does hereby approve the Agenda for this meeting, as presented. Carried

Moved by: Jeanette Clements

Seconded by: Joyce Hopkins

24-25 That the minutes of the June 5, 2024 Historical Committee meeting be approved as amended, and the minutes of the July 17, 2024 Historical Committee meeting be approved as circulated. Carried

CORRESPONDENCE: None

REPORTS:

Activity report is as follows.

Jeanette is continually updating and posting historical information on the McKellar Historical committee Facebook page.

Committee members have confirmed that as of today the cleaning contractor has not cleaned the interior of St. Stephens and the hand railing has not been installed at the front entrance. These projects will need to be completed prior to hosting public events such as the grand re-opening, tentatively scheduled for Saturday October 5, 2024.

Carolyn brought a collection of historical photos from the Broadbent, Hemlock and Inholmes area for the committee members to take a look at. The goal is to have these

photos displayed on the walls of St. Stephens.

The Historical Committee also noted that there were many visitors in the Evelyn Watkins Moore Heritage Museum on Saturday September 7, 2024 even though it was a rainy day during the 149<sup>th</sup> McKellar Fall Fair.

Tours of Evelyn Watkins Moore Heritage Museum are available throughout the year by scheduling a time through the McKellar Township office.

Moved by: Carolyn Phillips

Seconded by: Joyce Hopkins

24-26 Be it resolved that the Historical Committee meeting be adjourned. Meeting adjourned at 3:10 pm. Carried

Next meeting date scheduled for Wednesday October 2, 2024 at 2:00 pm.

**DRAFT**  
McKellar Historical Committee Minutes  
Wednesday November 6, 2024

Call the meeting to order at 2:00 pm

MEMBERS PRESENT: Vivian Moore, Joyce Hopkins, Carolyn Phillips, Muriel Junck, and Mike Kekkonen.

REGRETS: Jeanette Clements

VISITORS: None

DECLARATION OF CONFLICT OF INTEREST: None

Moved by: Joyce Hopkins

Seconded by: Muriel Junck

24-27 Be it resolved that the McKellar Historical Committee does hereby approve the Agenda for this meeting, as presented. Carried

Moved by: Carolyn Phillips

Seconded by: Joyce Hopkins

24-28 That the minutes of the September 11, 2024 Historical Committee meeting be approved as circulated. Carried

CORRESPONDENCE: None

REPORTS:

Activity report is as follows.

Jeanette and Joyce are continually updating and posting historical information on the McKellar Historical committee Facebook page.

Committee members have confirmed that as of today the cleaning contractor has not cleaned the interior of St. Stephens and the hand railing has not been installed at the front entrance. These projects will need to be completed prior to hosting public events.

Joyce is working on the historical photos from the Broadbent, Hemlock and Inholmes areas. The photos will be cropped to size in order to fit the original window frames that will be used as frames for the photos. The goal is to have these photos displayed on the interior walls of St. Stephens.

Joyce provided a tour of the Evelyn Watkins Moore Heritage Museum on Friday October 4, 2024 to members of the Armstrong family.

Tours of Evelyn Watkins Moore Heritage Museum are available throughout the year by scheduling a time through the McKellar Township office.

The McKellar Historical Committee will be participating in the Remembrance Day ceremony on Sunday November 10, 2024. Vivian Moore will be laying a wreath of remembrance at the cenotaph and there will be historical items on display at the McKellar Community Centre.

The McKellar Historical Committee is hosting the Parry Sound Singers at the McKellar Community Centre on Saturday December 7, 2024 at 2:30 pm.

Moved by: Carolyn Phillips

Seconded by: Muriel Junck

24-29 Be it resolved that the Historical Committee meeting be adjourned. Meeting adjourned at 2:55 pm. Carried

Next meeting date scheduled for Wednesday December 4, 2024 at 1:30 pm.



# Township of McKellar

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

## Tender Opening Tender 2024-16 Building Department SUV

**Closing Date: December 18, 2024 3:00 p.m.**

Vendor	Date/Time Rec'd	Subtotal	HST	Trade In Value	Total
Mac Lang 2024 Jeep Compass	Dec. 9/24	\$41,858.00	\$4,791.54	\$5,000.00	\$41,708.54
Bickley Ford 2024 Escape	Dec. 5/24	\$27,704.55	\$3,605.49	\$8,200.00	\$31,398.99
Huntsville Honda 2025 CRV-LX AWD	Dec. 12/24	\$41,145.90	\$4,431.30	\$7,000.00	\$38,577.20

Request for proposals were opened at the Township Office at 3:31 p.m.

*Mary Smith*

Mary Smith  
 Deputy Clerk

*Karlee Britton*

Karlee Britton  
 Clerk/Administrator



TOWNSHIP OF MCKELLAR  
TENDER 2024-16 BUILDING DEPT. VEHICLE

Form of Tender

Vendor: Bickley Ford Sales PH 1 (K) 1 (K)  
 Address: 1 Bickley Country Drive Huntsville ON  
 Telephone: (705) 789-5524 Email: jeremy@bickleyford.com  
 Contact Person: Jeremy Ouderbinck

**Description:**

The vendor will deliver one (1) current model year or newer, small SUV to the Township Office located at 701 Highway 124 McKellar, ON P0G 1C0.

**Trade-In Vehicle:** 2016 Chevrolet Equinox Lt      VIN: 2GNFLFEKXG6314021  
 Mileage: Approx. 82,000

Contact Chris Bordeleau for viewing appointment if required to appraise at [cbo@mckellar.ca](mailto:cbo@mckellar.ca)

Year/Make & Model of Vehicle: 2024 Ford Escape Active

Subtotal \$ 27,704.55

H.S.T. \$ 3,605.49

Trade In Value \$ 8,200.

**TOTAL TENDER PRICE:** \$ 31,398.99

Proposed Delivery Date: Jun 20th 2025

By signing below, I acknowledge that I have read and understand this Tender **2024-16** and I agree to abide by the terms and conditions contained here-in.

Authorized Signature: [Signature]

Name: Shane Bigler (Please Print or Type)

Date: December 5th/2024

Witness: Jeremy Ouderbinck

Date: December 5th/2024

\*Note that this submission form is not transferable and any alteration of the Company name entered hereon will be cause for considering the proposal irregular and subsequent rejection of the Tender.



TOWNSHIP OF MCKELLAR  
TENDER 2024-16  
BUILDING DEPT. VEHICLE

**INFORMATION TO TENDERING PARTIES**

**1) Delivery and Opening of Tenders**

Tenders, sealed in an envelope and **clearly** marked with the **Tender No. 2024-16**, and tendering party's name, will be received by the Township of McKellar, 701 Highway 124, McKellar, Ontario P0G 1C0, until **3:00 p.m.** on **Wednesday, December 18, 2024**, Local Time on the advertised closing date for receipt of tenders. The use of the mails for delivery of a tender will be at the risk of the tendering party, especially with the current Canada Post strike, please send via courier service.

In light of the Canada Post strike, submissions will be accepted via email to [cbo@mckellar.ca](mailto:cbo@mckellar.ca). Submissions must be received by the closing date and time, determined by the timestamp on the email.

On the closing day, commencing at **3:05 p.m.** Local Time, the envelopes will be opened and email submissions will be printed. The tenders will be read and recorded publicly at the above-mentioned address. Tenders will then be checked and analyzed.

**2) Disqualification of Tenders**

Under no circumstances will tenders be considered which:

- a) Are received after **3:00 p.m.** local time on the advertised closing date for tenders.
- b) Are sent by fax.

**3) Withdrawal or Qualifying of Tenders**

A tendering party who has already submitted a tender may submit further tenders at any time up to the official closing time. The last tender received shall supersede and invalidate all tenders previously submitted by that tendering party for this contract. A tendering party may withdraw his/her tender at any time up to the official closing time by submitting a letter bearing his/her signature and seal as in his/her tender to the Township of McKellar, 701 Highway 124, McKellar, Ontario P0G 1C0. Such a submission must be received in sufficient time to be marked before **3:00 p.m.** local time on the date for closing of tenders. The tendering party shall show his/her name and the project and contract numbers on the envelope containing such letter. No faxes or telephone calls for the withdrawal or qualifying of tenders will be considered.

#### 4) **Informal or Unbalanced Tenders**

All entries in the *Form of Tender* shall be made in ink (printed). Un-initialed entries or changes made in pencil shall be deemed invalid. Tenders which are incomplete, illegible or obscure, or that contain additions not called for, erasures, alterations (unless properly and clearly made and initialed by the tendering parties' signing officer), or irregularities of any kind, shall be rejected. The Township reserves the right to waive formalities at its discretion. Tendering parties that have submitted tenders that have been rejected by the Township because of informalities will be notified of the reasons for the rejection within ten (10) days after the closing date for tenders.

Tenders that contain prices which appear to be so unbalanced as likely to affect adversely the interests of the Township may be rejected. Wherever in a tender the amount tendered for an item does not agree with the extension of the estimated quantity and the tendered unit price, the unit price shall govern and the amount and the Total Tender Price shall be corrected accordingly, unless otherwise decided by the Township.

If a tendering party has omitted to enter a price for an item of work set out in the *Form of Tender*, he/she, unless he/she has specifically stated otherwise in his/her tender, will be deemed to have allowed elsewhere in the *Form of Tender* for the cost of carrying out the said item of work and, unless otherwise agreed to by the Township, no increase shall be made in the total Tender Price on account of such omission.

#### 5) **Tender**

Each tender shall include:

- 1) A completed *Form of Tender*;
- 2) A "window sticker" and/or spec sheet of the vehicle; and
- 3) A sheet detailing missing features, if applicable (see Section 12 – Specifications).

#### 6) **Omissions, Discrepancies and Interpretations**

Should a tendering party find omissions from or discrepancies in any of the tender documents or should he/she be in doubt as to the meaning of any part of such documents, he/she shall notify the **Chief Building Official**, preferably in writing and not later than four days before the closing date for tenders. If the **Chief Building Official** considers that a correction, explanation or interpretation is necessary or desirable, he/she will issue an Addendum to all who are listed on the *Request for Tender Obtained Register*. No oral examination or interpretation shall modify any of the requirements or provisions of the tender documents.

#### 7) **Right to Accept or Reject Tenders**

The Township shall not be responsible for any liabilities, costs, expenses, loss or damages incurred, sustained or suffered by any tendering party prior or subsequent to or by reason of the acceptance or the non-acceptance by the Township of any tender or by reason of any delay in the acceptance of a contract being prepared and executed. The Township reserves the right to reject any or all tenders and to waive formalities, as



the interests of the Township may require, without stating the reasons and the lowest or any tender will not necessarily be accepted.

**8) Inquiries during Tendering**

Tendering Parties are advised that inquiries regarding the tender documents shall be directed to Chris Bordeleau, **Chief Building Official** (705-389-2842 ext 2)

**9) Method of Payment**

Payment will be processed within 15 days of the delivery.

**10) Bids**

All tender parts must be bid and award will be based on the sum of all the parts.

**11) Delivery**

All delivery costs shall be included in the unit price. Delivery shall be to the McKellar Township office, 701 Highway 124, McKellar or may be arranged to be picked up.

**12) Specifications**

Description:	Building Department Inspection Vehicle
Type:	Small SUV (AWD or 4WD)
Year:	Current model year or newer
Fuel Type:	Gasoline
Anticipated delivery:	January 2025

**Features to Include:**

- Heated Mirrors
- Fog Lights *1/NO Fog Lights*
- Power windows
- Power Brakes
- Blue Tooth Capability
- Automatic Transmission
- Rubber Floor Mats
- Air Conditioning
- Power Adjustable Driver Seat
- All Wheel or 4WD Option
- Back up Camera

**Should any of the "Features to Include" be absent from the SUV you are submitting, please attach an additional sheet detailing the missing features.**

### 13) Trade in Vehicle to Consider

Year: 2016  
Make: Chevrolet  
Model: Chevrolet Equinox Lt  
VIN: 2GNFLFEKXG6314021  
Mileage: 82,000KM (approximately)

### 14) Awarding of Tender

Tender submissions will be reviewed by Council at the Regular Meeting to be held on January 14, 2025. At that time, Council may choose to award the tender, with the successful vendor being notified on January 15, 2025 by the **Chief Building Official** and/or Clerk/Administrator. Alternatively, Council reserves the right to reject all submitted bids.

### GENERAL CONDITIONS

#### **Indemnification**

The Vendor shall indemnify and save harmless the Township of McKellar from any and all claims, demands, causes of action, loss, costs or damages that the Township may suffer, incur or be liable for resulting from delivery of the vehicle to 701 Highway 124 McKellar, ON P0G 1C0.

#### **Invoicing**

The Vendor will be solely responsible for invoicing the Municipality. Payment will be processed within 15 days of the delivery.

#### **Conflict of Interest**

All firms are required to disclose to the Township of McKellar prior to accepting the assignment any potential conflict of interest. If a conflict of interest does exist, the Township of McKellar may, at its sole discretion, withhold the assignment from the Vendor until the matter is resolved to the satisfaction of the Township.

#### **Fraud or Bribery**

Should the Vendor, any of his/her agents give or offer any gratuity to, or attempt to bribe any member of the awarding body, officer or servant of the Township of McKellar, or to commit fraud against the Township of McKellar, the Township shall be at liberty to declare the Tender void forthwith.

<b>BUYER</b>		<b>Deal #:</b> 13269
TOWNSHIP OF MCKELLAR		<b>Deal Type:</b> Retail
P.O. BOX 69		
MCKELLAR, ON P0G1C0		<b>Deal Date:</b> 12/05/2024
<b>Work #:</b> (705) 389-2842	<b>Work #:</b>	<b>Print Time:</b> 01:23pm
<b>Email:</b> CBO@MCKELLAR.CA	<b>Salesperson:</b> JEREMY OUDERKIRK	

**VEHICLE**

<b>New</b> <input checked="" type="checkbox"/>	<b>Stock #:</b>	<b>Description:</b>	<b>VIN:</b>	<b>Odometer:</b>
<b>Used</b> <input type="checkbox"/>	24163	2024 FORD TRUCK ESCAPE	1FMCU9GN6RUB11001	
<b>Demo</b> <input type="checkbox"/>				

**TRADE**

<b>Vehicle:</b>	2016 CHEVROLET TRUCK EQUINO...
<b>VIN:</b>	2GNFLFEKXG6314021
<b>Odometer:</b>	80,000
<b>Allowance:</b>	\$ 8,000.00
<b>Payoff:</b>	\$ 0.00

<b>AFTERMARKETS</b>			
NITRO, KEY & REMOTE	\$ 299.95	MSRP:	\$ 35,999.00
ALL WEATHER MATS	\$ 399.10	Discount:	\$ 4,000.00
		<b>Sale Price:</b>	<b>\$ 31,999.00</b>
		Freight and Air Tax:	\$ 2,295.00
		Total Financed Aftermarkets:	\$ 699.05
		Service Agreement:	\$ 0.00
		Maintenance Agreement:	\$ 0.00
		Misc. Fees:	\$ 711.50
		<b>Total Sale Price:</b>	<b>\$ 35,704.55</b>
		Total Trade Allowance:	\$ 8,000.00
		<b>Net Difference:</b>	<b>\$ 27,704.55</b>
		PST:	\$ 0.00
		GST/HST:	\$ 3,605.49
<b>Total Aftermarkets:</b>	<b>\$ 699.05</b>	Total Trade Payoff:	\$ 0.00
		Non-Taxable Fees:	\$ 59.00
		All Insurances:	\$ 0.00
		Other Charges:	\$ 0.00
		<b>Total:</b>	<b>\$ 31,369.04</b>
		Cash Down Payment and Deposit:	\$ 0.00
		Total Rebates:	\$ 0.00
Rate:		<b>Amount Financed:</b>	<b>\$ 31,398.99</b>
Amount Financed:	\$ 31,398.99		

X

Buyer

X

Dealer

LOU-004097

9-NORMAL, NE, 104097, RG: 61

6562

120240723 2170

ULF C W  
CERT CERT CERT TRD RAMP BUMP CAMP BOOK EXFL ROTA

024698  
996/1148

1FMCU9GN6

RUB11001 NE

6C

VEHICLE DESCRIPTION

**ESCAPE**

2024 ACTIVE AWD  
5-PASSENGER  
1.5L ECOBOOST W/START-STOP  
8-SPD AUTO TRANSMISSION

EXTERIOR  
ICONIC SILVER METALLIC  
INTERIOR  
SPACE GRAY UNIQUE CLOTH SEA

RU B11001



ford.ca

STANDARD EQUIPMENT

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE IN THE BASE PRICE BELOW

EXTERIOR

- ACTIVE GRILLE SHUTTERS
- AUTO HIGH BEAMS
- EASY FUEL CAPLESS FILLER
- EXHAUST, DUAL TIPS
- LED HEADLAMPS
- LED TAILLAMPS
- MIRRORS, FOLD/PWR/HEAT
- PRIVACY GLASS, REAR

INTERIOR

- 1-TOUCH DOWN DRIVER WINDOW
- A/C, DUAL ZONE ELECTRONIC
- AM/FM STEREO
- BENCH REAR 60/40
- HEATED STEERING WHEEL
- ILLUMINATED ENTRY
- POWER POINTS, FR/REAR
- SEATS, HEATED FRONT
- VISORS, DUAL ILLUMINATED

FUNCTIONAL

- BLIS W/CROSS TRAFFIC
- ELEC PWR ASSIST STEERING
- FORDPASS™ CONNECT
- INTELL ACCESS W/PUSH START
- LANE KEEPING SYSTEM
- POST-COLLISION BRAKING
- PRE-COLLISION ASSIST W/AEB
- REMOTE VEHICLE START
- REAR VIEW CAMERA
- SELECTABLE DRIVE MODES
- SYNC®4

SAFETY/SECURITY

- ADVANCETRAC™ W/ROLL STABILITY CONTROL
- AIRBAGS, DRIVER & PASS
- LATCH CHILD RESTRAINT SYS
- SAFETY CANOPY
- SOS POST CRASH ALERT SYST
- TIRE PRESSURE MONITOR SYS

WARRANTY

- 3 YR/60,000 KM BASIC
- 5 YEAR/100,000 KM POWERTRAIN
- ROADSIDE ASSISTANCE 24 HRS

INCLUDED ON THIS VEHICLE

(MSRP)\*

(MSRP)\*

PRICE INFORMATION

BASE PRICE \$35,649.00  
TOTAL OPTIONS/OTHER 450.00  
TOTAL VEHICLE & OPTIONS/OTHER DESTINATION & DELIVERY \$36,099.00 2,195.00

"THIS VEH. NOT INTENDED FOR SALE OR REGISTRATION IN US" RETAIL PRICES EXCLUDE GST/HST

EQUIPMENT GROUP 200A

OPTIONAL EQUIPMENT/OTHER

2024 MODEL YEAR FEDERAL EXCISE TAX 100.00  
COLD WEATHER PACKAGE NO CHARGE  
HEATED STEERING WHEEL  
MIRROR-PWR/HTD GLASS  
REMOTE START SYSTEM  
HEATED FRONT ROW SEATS 350.00  
REAR PARKING SENSORS  
FRONT LICENSE PLATE BRACKET NO CHARGE

Canada

ENERGUIDE



Gasoline Vehicle  
Véhicule à essence

Fuel Consumption / Consommation de carburant

**8.4**  
combined/combinée  
**34** ml/gal

**L/100 km**  
9.2 city ville  
7.4 highway route

Annual fuel COST  
for an annual distance of 20,000 km, and an average fuel price of \$1.45 per litre

**\$ 2 436**

Coût annuel en carburant  
pour une distance annuelle de 20 000 km, et un prix moyen du carburant de 1,45 \$ par litre

Small SUVs range from /  
Les petits VUS font entre

1.9 - 16.5 L<sub>g</sub>/100 km

... is gasoline (see document)  
... signifie litre équivalent d'essence

Carbon Dioxide Rating / Indice de dioxyde de carbone

**6**

197 g CO<sub>2</sub>/km

Smog Rating / Indice de Smog

**7**

Best/milleur

Tailpipe emissions only / Émissions du tuyau d'échappement seulement

Estimates are based on Government of Canada approved criteria and testing methods. Vehicle's actual fuel consumption will vary.

Estimations établies selon des méthodes d'essai et des critères approuvés par le gouvernement du Canada. La consommation de carburant réelle du véhicule variera.

For more information visit

vehicles.nrcan.gc.ca

Pour plus d'information visitez

vehicules.nrcan.gc.ca



U.S. GOVERNMENT SAFETY RATINGS  
COTES DE SECURITE DU GOUVERNEMENT AMERICAIN

Overall Vehicle Score /  
Cote globale du véhicule

★★★★★

Frontal Crash  
Collision frontale

Driver / Conducteur  
Passenger / Passager

★★★★★  
★★★★★

Side Crash  
Collision latérale

Front seat / Siège avant  
Rear seat / Siège arrière

★★★★★  
★★★★★

Rollover / Capotage

★★★★★

Star ratings range from 1 to 5 stars (\*\*\*\*\*), with 5 being the highest.  
Les cotes varient de 1 à 5 étoiles (\*\*\*\*\*), 5 étant la cote la plus élevée.

Source: U.S. National Highway Traffic Safety Administration  
For more information / Pour de plus amples renseignements  
www.safercar.gov



1FMCU9GN6RUB11001

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Download the FordPass™ app\* and you can:

- Access Vehicle Control Features
- Remotely start, lock and unlock your vehicle.
- Locate your vehicle and check approximate fuel range.
- Receive vehicle health alerts.

Activate 4G LTE Wi-Fi Hotspot

- New vehicles include a 3-month or 3GB data (whichever comes first) Wi-Fi trial.
- Connect up to ten Wi-Fi-equipped devices.

\*Requires smartphone and internet connection. Some restrictions may apply. See FordPass app for details. ©2024 Ford Motor Company. All rights reserved.

Ask your sales consultant for more details.



Scan code not operational at this time

FOR PLANT USE ONLY



Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S. and Canada. See your Ford dealer for additional details, or visit www.fordcp.com for more information.



Personalize your vehicle with Ford Custom Accessories. Genuine Ford Accessories are engineered for your vehicle and can be included under the Ford New Vehicle Limited Warranty. Certain conditions, limitations and exclusions apply. See your Dealer for details.

1202407232170

12/05/2024

RAMP ONE/ TERMINAL UN	RA7M	TOTAL MSRP \$38,294.00
RAMP TWO/ TERMINAL DEUX	FINAL ASSEMBLY PLANT/ USINE DE MONTAGE LOUISVILLE	* MANUFACTURER'S SUGGESTED RETAIL PRICE = MSRP
METHOD OF TRANSP./ MODE DE TRANSPORT	ITEM #: B8-D202 O/T 2	* NOTE: THIS PRICE HAS BEEN DEVELOPED AS A GUIDE. DEALERS MAY SELL FOR LESS AND ARE NOT UNDER ANY OBLIGATION TO ACCEPT THIS SUGGESTED RETAIL PRICE.
RAIL	RG161 N RE 2X 430 004097 07 16 24	



**Bickley Ford Sales**  
1 Bickley Country Drive, Huntsville, ON  
P1H 1Y4

2024 Ford Escape



www.bickleyford.com parts@bickleyford.com (705) 789-5524 (705) 789-6772

Quote # 182

Qty	Description	Price	Total
1	<b>LJ6Z-7813300-AB Floor Liners - Tray Style, Front &amp; Rear, Gas, Black</b>	\$399.10	\$399.10



Helps provide maximum protection from spills, dirt and grime. These Premium Floor Liners help collect the mess so your carpeting doesn't have to! Constructed of durable, pliable moulded Thermoplastic Elastomer (TPE) for long life. Maximum traction, wet or dry. Easy to clean, simply remove from truck and wash with soapy water. *Floor Liners - Tray Style. 4-Piece Set, Black, For Gas Models*

Install included

Although we strive for accuracy on each quote, prices are not final until invoice is created. Please contact our Parts Department for final order confirmation and pricing.

Taxes Not Included

**Total : \$399.10**

Quote Valid Until : **2024-12-20**

TOWNSHIP OF MCKELLAR

Address

City Region Postal Code

Phone CBO@MCKELLAR.CA

Sales Associate:



# **Chief Administrative Officer's Report**

***November 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.**

### **Director of Finance Announcement**

We are pleased to announce the hiring of Sylvia Roy as our new Director of Finance. Ms. Roy brings to our organization a wealth of experience and financial expertise, as well as knowledge of the District of Parry Sound, having spent the majority of her life in this area. Please join us in welcoming her to the DSSAB beginning November 11, 2024.

### **Downtown Quality of Experience Team**

At the request of the Council of Parry Sound, a committee has been formed to meet and discuss ways to improve the quality of experience of people in downtown Parry Sound. Town of Parry Sound Council and Staff invited community partners such as the OPP, CMHA and DSSAB to attend meetings. This committee met in person for the first time on October 24th at the Parry Sound Fire Hall. A second meeting is planned for late November.

### **Canadian Alliance to End Homelessness (CAEH)**

From October 29th to 31st, select members of our Income Support & Stability and Housing teams attended the [2024 National Conference on Ending Homelessness](#). This year, the conference was held in Ottawa, and had a strong focus on policy, campaigning, and advocacy. It is an opportunity for communities, organizations, front-line workers, advocates, leaders and people with lived experience to learn from one another, take inspiration, and take away actionable information to improve their work to end homelessness in their communities.



### **COMING SOON!**

We are pleased to announce that Adventure Academy is expanding in the Town of Parry Sound with 16 new child care spaces, approved under the Canada Wide Early Learning & Child Care program. The expansion is expected to be completed by the end of 2025.

[www.adventureacademyinc.com](http://www.adventureacademyinc.com)



## Home Depot Orange Door Holiday Campaign

Home Depot's Orange Door campaign will once again be supporting Esprit Place Family Resource Centre with their Holiday Campaign!

From November 12th to December 22nd, Home Depot customers across Canada will once again be empowered to be a part of the change by making a donation in support of a local charity that provides housing and supportive services.

We would like to thank the Home Depot Canada Foundation, staff at the local store for their incredible support!



## DSSAB in the Community!

On October 3rd, staff attended the Public Open House at Sundridge Centennial Public School on October 3rd, 2024. They also attended the public open house at Mapleridge Public School on October 10th. On both occasions, information was provided about the DSSAB and all of our programs and services.





## Social Media Stats

<b>Facebook –District of Parry Sound Social Services Administration Board</b>	<b>MAY 2024</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>
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Total Page Followers	585	601	626	642	657	671
Post Reach this Period (# of people who saw post)	5024	5213	5510	6261	5343	2332
Post Engagement this Period (# of reactions, comments, shares)	621	599	609	512	647	365

<b>Facebook -Esprit Place Family Resource Centre</b>	<b>MAY 2024</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>
--	-----------------	------------------	------------------	-----------------	------------------	-----------------

Total Page Followers	192	192	193	196	198	199
Post Reach this Period (# of people who saw post)	299	421	526	1782	275	124
Post Engagement this Period (# of reactions, comments, shares)	67	102	26	91	32	11

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>MAY 2024</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>
--	-----------------	------------------	------------------	-----------------	------------------	-----------------

Total Followers	467	474	478	485	488	492
Search Appearances (in last 7 days)	125	178	226	184	90	64
Total Page Views	56	26	26	26	84	69
Post Impressions	773	1089	1251	1241	243	154
Total Unique Visitors	22	15	11	13	41	38

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>MAY 2024</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>
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Total Followers	64	74	83	85	93	93
# of accumulated posts	21	23	25	27	36	37

**Licensed Child Care Programs**

**Total Children Utilizing Directly Operated Child Care in the District  
September 2024**

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	2	2	2	4	17	27
Toddler (18-30M)	6	5	13	19	46	89
Preschool (30M-4Y)	15	13	16	34	27	105
# of Active Children	23	20	31	57	90	221

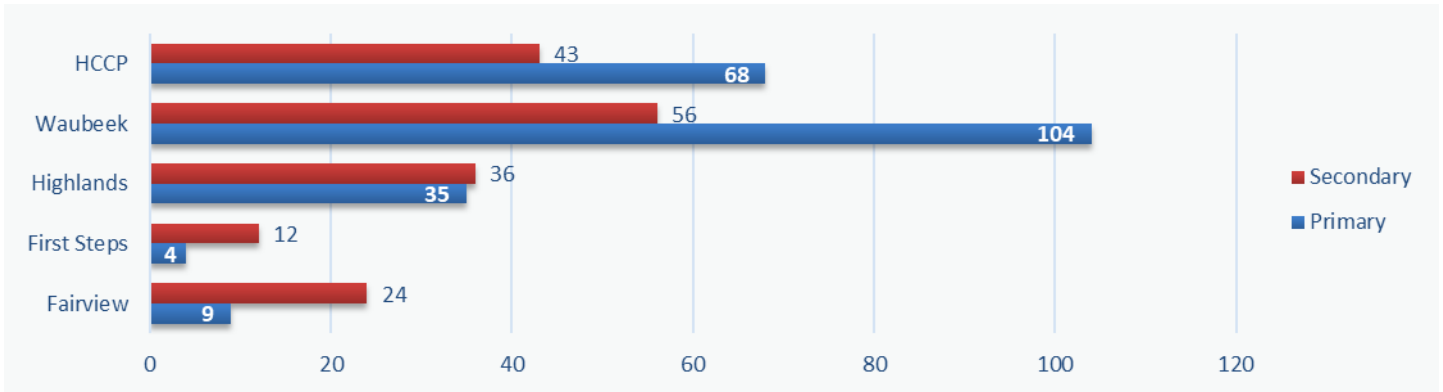
As shown in the chart above, the Directly Operated Child Care Programs has 25 infants enrolled in the programs and an overall enrollment of 221 children across the district.

**School Age Programs  
September 2024**

Location	Enrollment	Primary Waitlist	Secondary Waitlist
Mapleridge After School	25	22	4
Mapleridge Before School	8	7	1
Mapleridge Summer Program	N/A	N/A	N/A
Sundridge Centennial After School	10	3	3
Home Child Care	19	8	5
# of Active Children	62		

The School Age Program in Sundridge has children on the waitlist waiting for buses to be arranged by the school board transportation consortium so they can attend the program from a nearby school.

### Directly Operated Child Care Waitlist by Program September 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. There has been a significant increase in the Home Child Care Program waitlist numbers for September.

### Inclusion Support Services September 2024

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	2	2	4	2	0	0
Toddler (18-30M)	1	3	4	14	4	1	0
Preschool (30M-4Y)	2	30	32	48	7	4	1
School Age (4Y+)	7	35	42	29	4	0	11
Monthly Total	10	7	80	-	17	5	12
YTD Total	14	81	-	95	39	37	27

## EarlyON Child and Family Programs September 2024

Activity	Monthly Total	YTD
Number of Children Attending	724	8,593
Number of New Children Attending	36	328
Number of Adults Attending	565	6,672
Number of Virtual Programming Events	15	91
Number of Engagements through Social Media	1,097	6,253
Number of Views through Social Media	15,926	123,689

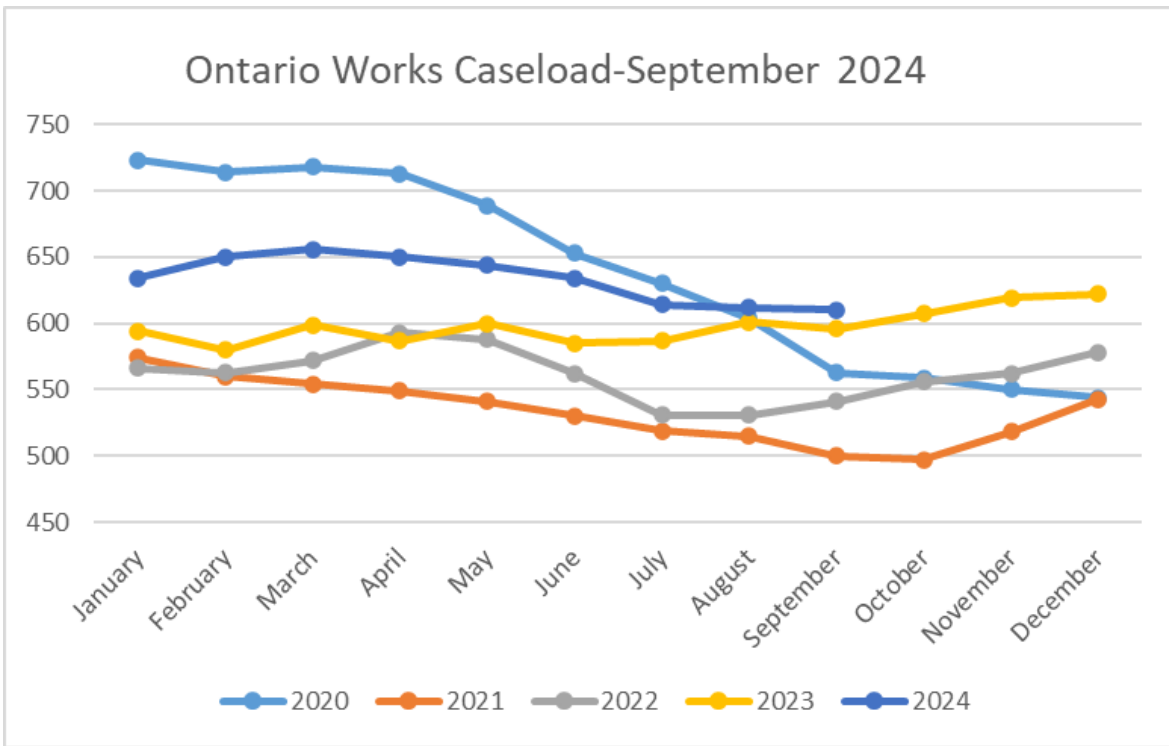
## Funding Sources for District Wide Childcare Spaces - September 2024

Funding Source - Active	# of Children	# of Families
CWELCC*	51	49
CWELCC Full Fee	188	186
Extended Day Fee Subsidy	3	3
Fee Subsidy	32	25
Full Fee	29	25
Ontario Works	2	2
<b>Total</b>	<b>305</b>	<b>290</b>

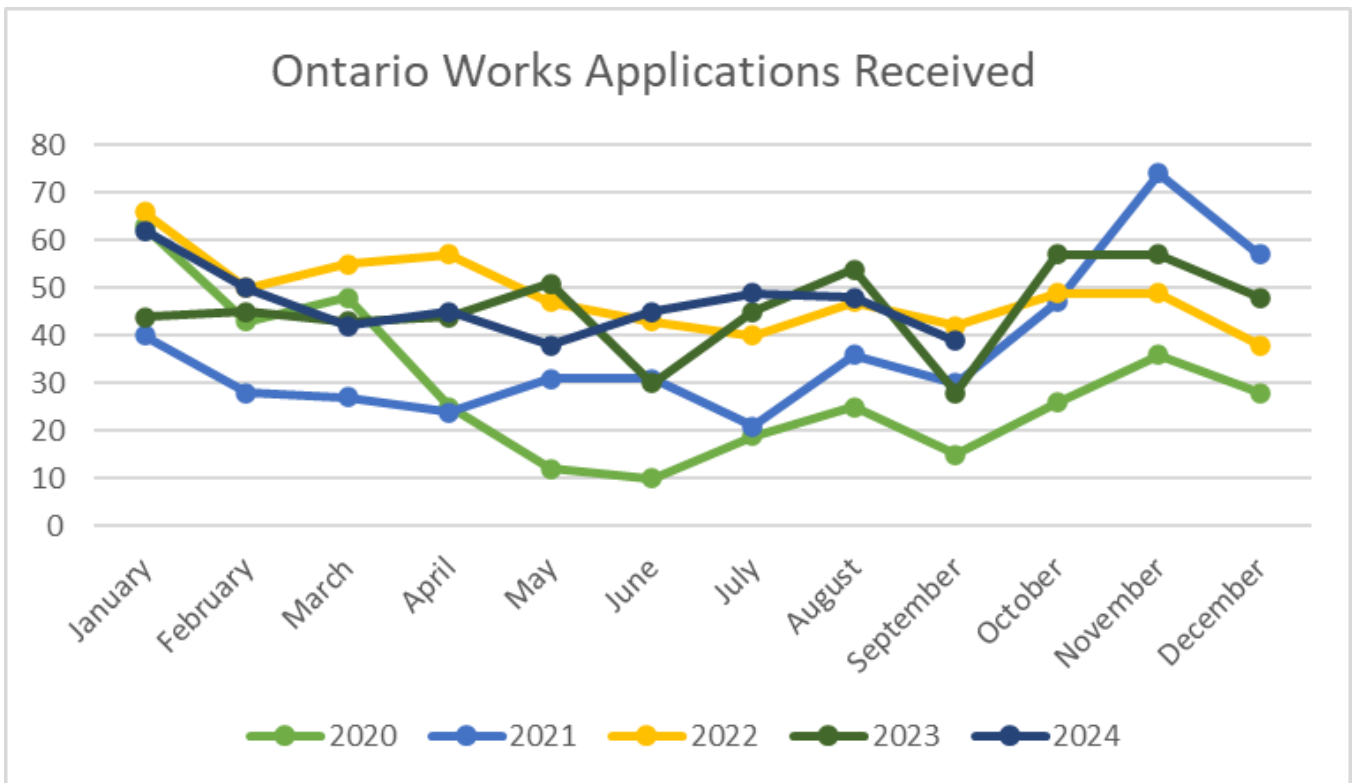
Exits	# of Children	# of Families
Fee Subsidy	0	0
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

Funding Source - New	# of Children	# of Families
CWELCC*	9	9
CWELCC Full Fee	34	33
Extended Day Fee Subsidy	0	0
Fee Subsidy	5	5
Full Fee	22	19
Ontario Works	1	1
<b>Total</b>	<b>71</b>	<b>67</b>

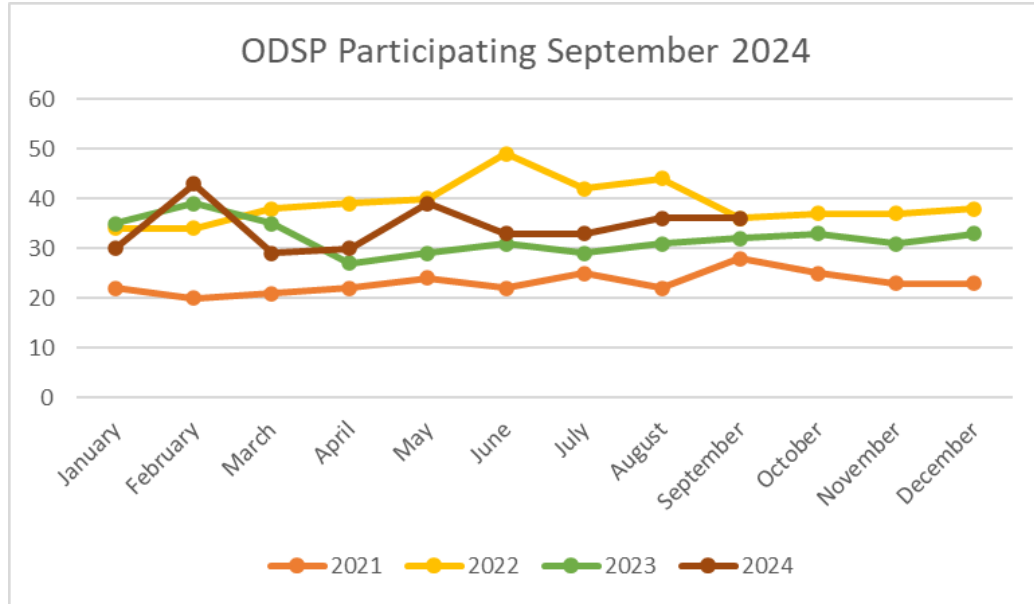
\* CWELCC: Canada-Wide Early Learning Child Care; eligible for children 0 - 6



**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office Ontario Works Applications Received**

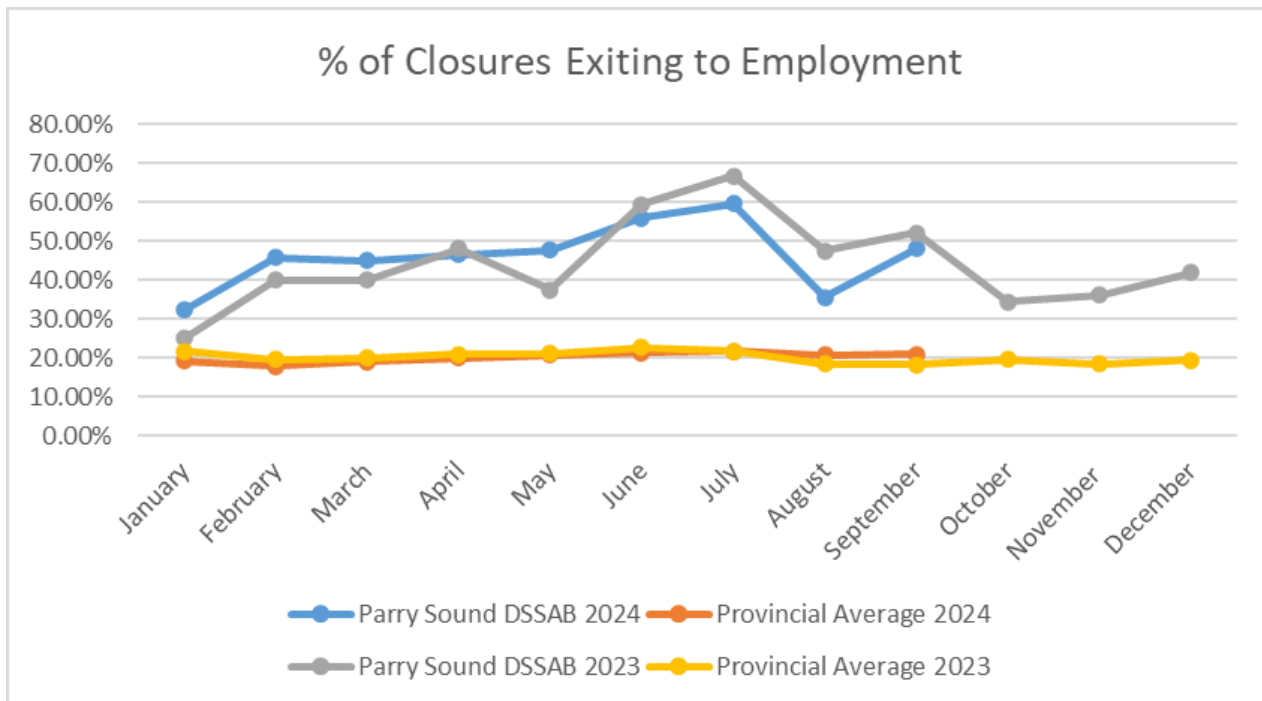


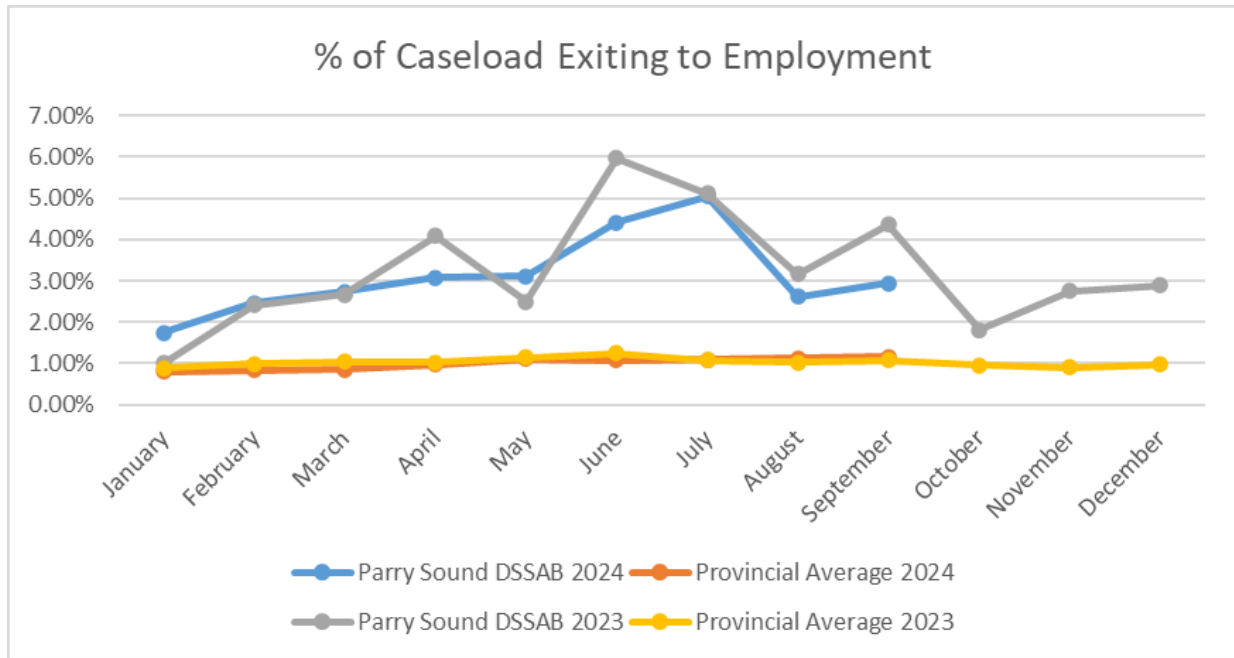
## ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to trend down to **610**, but it should be noted that as of June 2024, the caseload is up 7.8% over 2023. We are supporting **36** ODSP participants in our Employment Assistance program. We also have **59** Temporary Care Assistance cases. We received **39** Ontario Works Applications, 39 (74%) of which were online through SADA and managed through IBAU in the month of September.

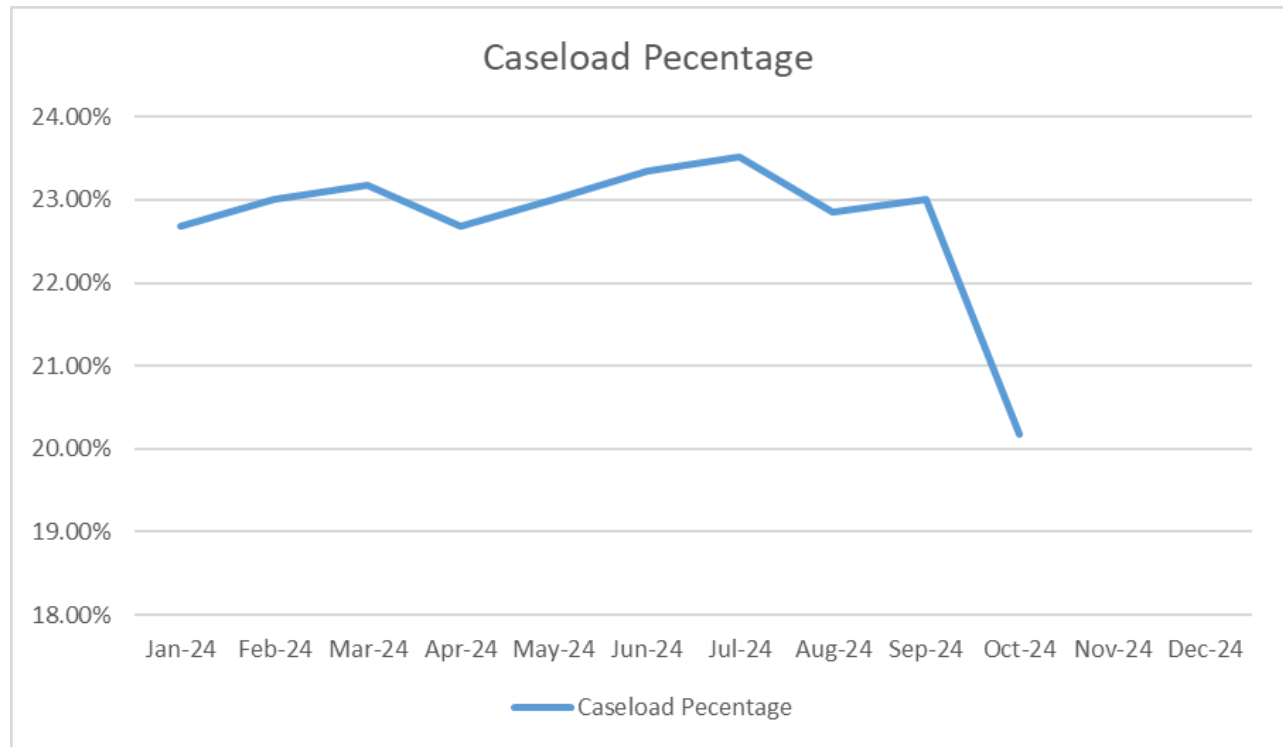
## Employment Assistance & Performance Outcomes





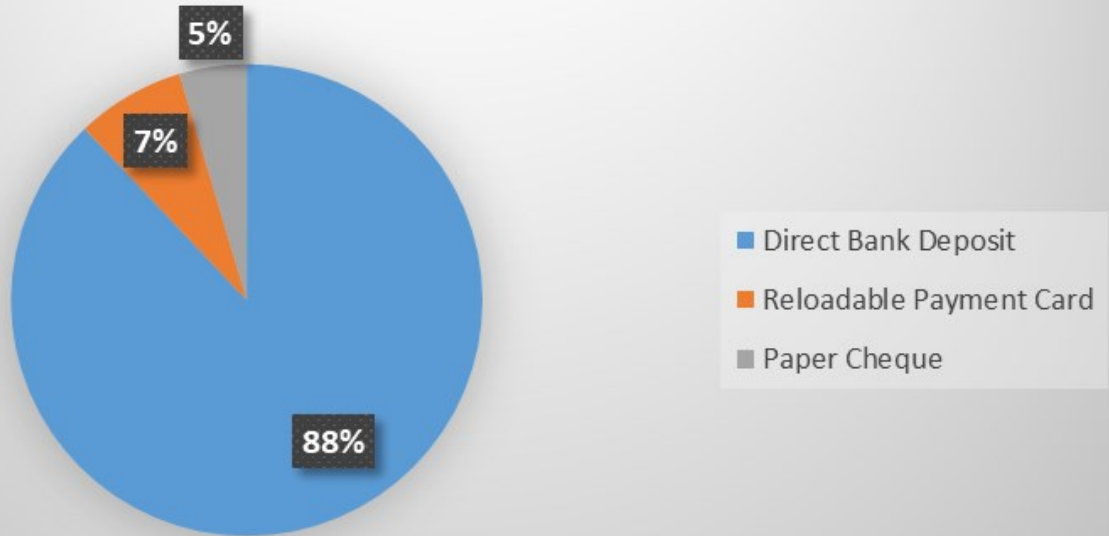
Despite the end of the summer and the end of some seasonal employment positions, we had nice bounce back supporting individuals to exit the program to employment. We also had 6.2% of caseload exit OW for any reason.

**MyBenefits Enrollment 2024**

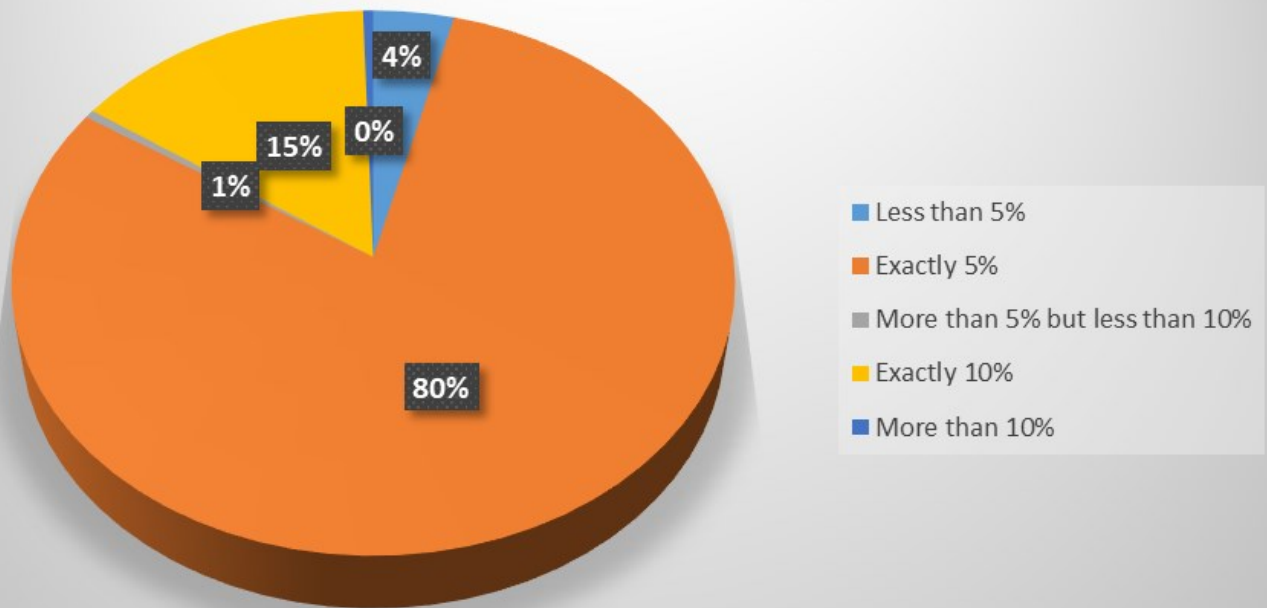


**DBD Enrollment**

### Payment Receipt Method-September 2024



### Overpayment Recovery Rate September 2024





## Income Support & Stability Update

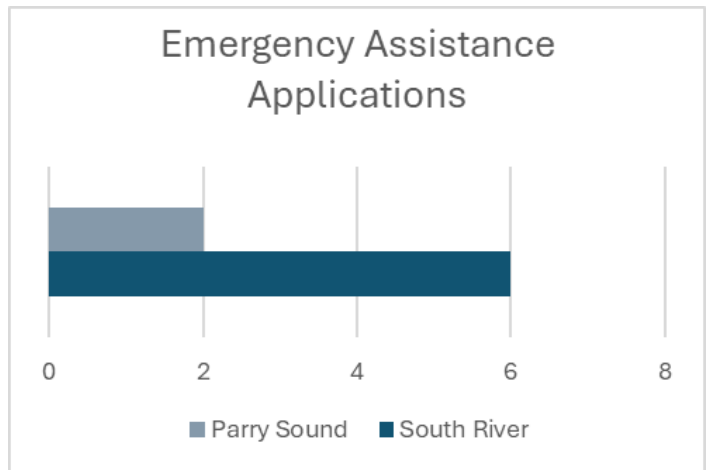
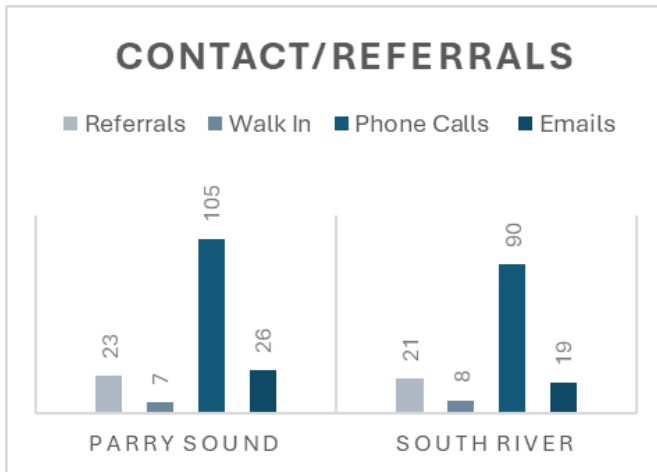
Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

### Contact / Referrals – September 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 September 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.



### Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

September 2024	East	West	YTD
Homeless	1	1	33
At Risk	1	6	74
<b>Program Total</b> (Esprit In Shelter Clients calculated in Homelessness Numbers)			<b>107</b>
Esprit Outreach Homeless	0	0	0
Esprit Outreach at Risk	0	0	0
Esprit in Shelter	1		3

### Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
September	7	12

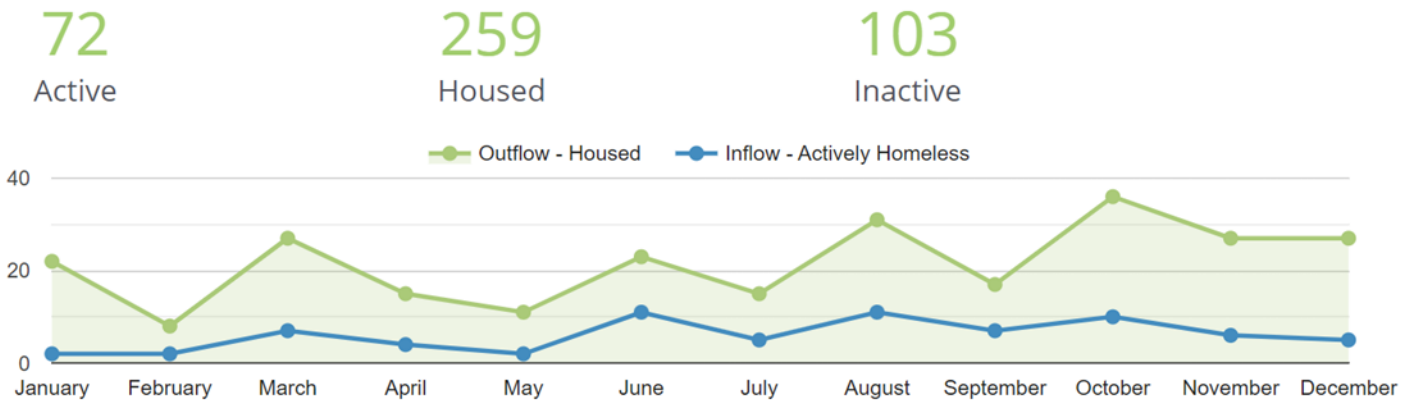
**Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)**

September 2024 Income Source	Total	HPP
Senior	5	\$3,574.12
ODSP	12	\$6,109.32
Ontario Works	8	\$11,120.12
Low Income	5	\$5,997.36
No Income		

September 2024 Reason for Issue	Total
Rental Arrears	\$3,478.90
Utilities/Firewood	\$9,722.53
Transportation	\$456.59
Food/Household/Misc.	\$13,142.90
Emergency Housing	
<b>Total</b>	<b>\$26,800.92</b>

**By-Name List Data  
September 1, 2021– September 30, 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.



We have 72 active people on our BNL. We have housed 60% of all people from our By Name List since it's inception in 2021. Our transitional housing program in East Parry Sound is supporting 4 individuals currently from our BNL.

**Housing Programs**

**Social Housing Centralized Waitlist Report  
September 2024**

	East Parry Sound	West Parry Sound	Total
Seniors	51	135	186
Families	116	464	580
Individuals	528	165	693
Total	695	764	1459
Total Waitlist Unduplicated			409

**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	6		16	2	
Oct	8	1	1	4	2	Oct					
Nov	12		3			Nov					
Dec	1		2	3	3	Dec					
Total	101	8	104	18	5	Total	54	4	99	11	

SPP = Special Priority Applicant

- Housing Programs added 6 new approved applications to the Centralized Waitlist in the month of September.
- Sixteen applications were cancelled, many due to no contact.
- Two applicants were housed from the waitlist.

**Parry Sound District Housing Corporation  
September 2024**

Activity for Tenant Services

	<b>Current</b>	<b>YTD</b>
Move outs	2	26
Move in	4	28
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	5
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 (formal & informal)	3	50
No Trespass Order	0	4
Tenant Home Visits	40	284
Mediation/Negotiation/Referrals	11	142
Tenant Engagements/Education	10	41

**Property Maintenance & Capital Projects**  
**September 2024**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 10 units treated for bedbugs.
Vacant Units	9	one-bedroom (8); multiple bedroom (1) (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	6	5-one bedroom, 1-studio vacant
After Hours Calls	6	Broken lock, smoke detector batteries, lock out, leak
Work Orders	51	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	154	Purchase orders are for services, and materials required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	TMV	50 units - Annual inspections completed
Incident Reports	0	

## Esprit Place Family Resource Centre

Emergency Shelter Services	September 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 women who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	65	1141
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)	28	266

- Please note: Esprit Place closed for renovations mid April 2024. Statistics are reflective of minimum occupancy during closure preparations, but accurately reflect outreach and business day crisis line management.
- We are also currently housing 1 family of three, and 1 woman in transitional housing units.

Transitional Support	September 2024	YTD
Number of women served this month	5	29
Number of NEW women registered in the program	1	16
Number of public ed/groups offered	0	0

Child Witness Program	September 2024	YTD
Number of children/women served this month	2	119
Number of NEW clients (mothers and children) registered in the program	2	11
Number of public ed/groups offered	0	2

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District of Parry Sound



Social Services  
Administration Board

# **Chief Administrative Officer's Report**

*December 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.

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## Esprit Giving Campaigns

As a reminder, The Orange Door Project campaign continues! From November 12th to December 22nd, Home Depot customers across Canada are being empowered to be a part of the change by making a donation in support of a local charity that provides housing and supportive services. Staff have been attending the store weekly to provide information on our services and programs.



## Sponsor-A-Family Program

Wow! We are overwhelmed by the response and support we've already received for our Sponsor-A-Family campaign. In less than 24 hours we had sponsors for almost all of our families!, and they are now fully sponsored!

Each one of these elves represents a family we are supporting through our programs. Your support makes a huge difference in their lives everyday, and especially during the holiday season.

More information can be found on our website at [www.espritplace.ca/sponsorfamily/](http://www.espritplace.ca/sponsorfamily/)



## Holiday Wish List

We are seeking donations for our reopening in early 2025. We've created our 'holiday wish list' to help identify the items most in need.



**Social Media Stats**

<b>Facebook –District of Parry Sound Social Services Administration Board</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>	<b>NOV 2024</b>
Total Page Followers	601	626	642	657	671	677
Post Reach this Period (# of people who saw post)	5213	5510	6261	5343	2332	3032
Post Engagement this Period (# of reactions, comments, shares)	599	609	512	380	365	257

<b>Facebook -Esprit Place Family Resource Centre</b>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>	<b>NOV 2024</b>
Total Page Followers	192	193	196	198	199	209
Post Reach this Period (# of people who saw post)	421	526	1782	275	124	3103
Post Engagement this Period (# of reactions, comments, shares)	102	26	91	32	11	151

<b>DSSAB LinkedIn Stats</b> <a href="https://bit.ly/2YyFHIE">https://bit.ly/2YyFHIE</a>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>	<b>NOV 2024</b>
Total Followers	474	478	485	488	492	501
Search Appearances (in last 7 days)	178	226	184	90	64	10
Total Page Views	26	26	26	84	69	55
Post Impressions	1089	1251	1241	243	154	1800
Total Unique Visitors	15	11	13	41	38	23

<b>Instagram - Esprit Place Family Resource Centre</b> <a href="https://www.instagram.com/espritplace/">https://www.instagram.com/espritplace/</a>	<b>JUNE 2024</b>	<b>JULY 2024</b>	<b>AUG 2024</b>	<b>SEPT 2024</b>	<b>OCT 2024</b>	<b>NOV 2024</b>
Total Followers	74	83	85	93	93	97
# of accumulated posts	23	25	27	36	37	53

**Licensed Child Care Programs**

**Total Children Utilizing Directly Operated Child Care in the District  
October 2024**

Age Group	Fairview ELCC	First Steps ELCC	Highlands ELCC	Waubeek ELCC	HCCP	Total
Infant (0-18M)	3	2	1	5	15	26
Toddler (18-30M)	5	5	14	17	35	76
Preschool (30M-4Y)	16	14	16	32	41	119
# of Active Children	24	21	31	54	91	221

The overall enrollment has not changed in the month of October although several children have aged up to the next age-grouping.

**School Age Programs  
October 2024**

Location	Enrollment
Mapleridge After School	26
Mapleridge Before School	8
Mapleridge Summer Program	N/A
Sundridge Centennial After School	13
Home Child Care	19
# of Active Children	66

Both Mapleridge and Sundridge School Age Programs are now operating at capacity.

**Inclusion Support Services  
October 2024**

Age Group	EarlyON	Licensed ELCC's	Monthly Total	YTD Total	Waitlist	New Referrals	Discharges
Infant (0-18M)	0	2	2	4	0	0	0
Toddler (18-30M)	5	4	9	19	3	3	1
Preschool (30M-4Y)	1	32	33	51	7	0	1
School Age (4Y+)	7	32	39	30	2	0	15
Monthly Total	13	70	83	-	12	3	17
YTD Total	19	85	-	104	39	40	44

The ISS Resource Consultants continue to discharge children that have fully transitioned to school and are now receiving services through the school boards.

**EarlyON Child and Family Programs  
October 2024**

Activity	Monthly Total	YTD
Number of Children Attending	989	9,582
Number of New Children Attending	44	372
Number of Adults Attending	801	7,473
Number of Virtual Programming Events	10	101
Number of Engagements through Social Media	1,080	7,333
Number of Views through Social Media	16,796	140,485

There were 265 more visits by children this month in the EarlyON Child and Family Centres with 44 new children in attendance that have not previously visited a program. With the children, there was an increase of 236 adults attending one or more programs.

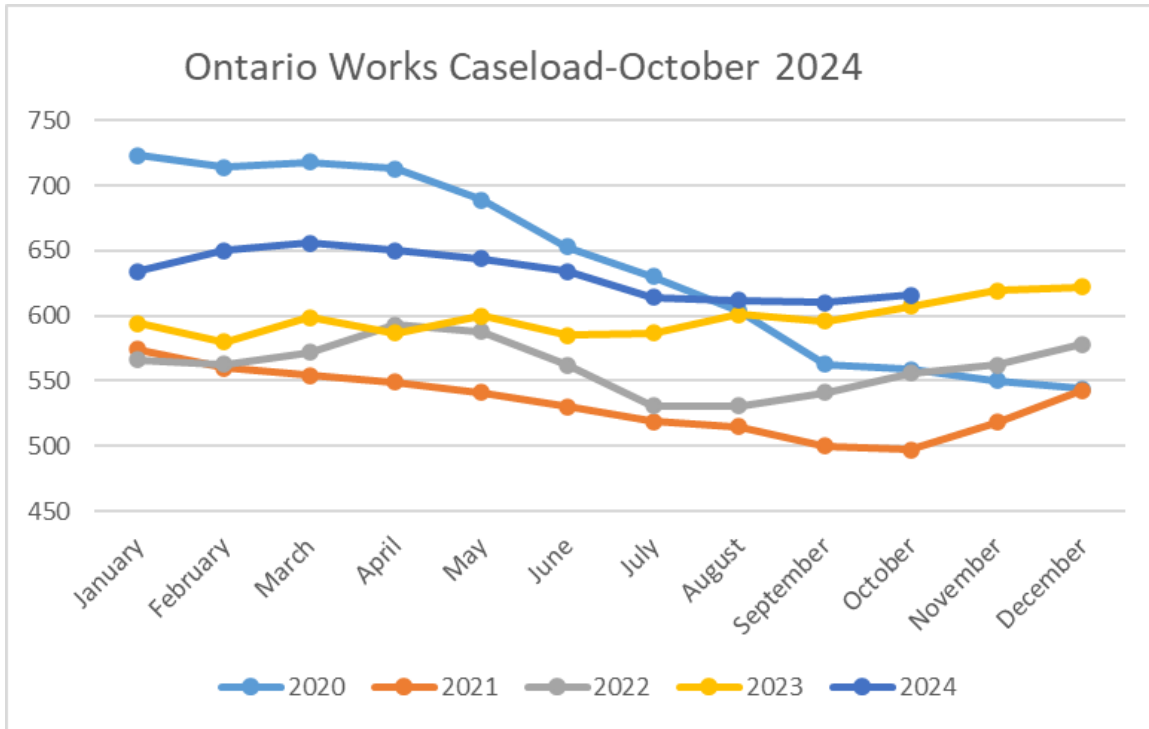
## Funding Sources for District Wide Childcare Spaces - October 2024

<b>Funding Source - Active</b>	<b># of Children</b>	<b># of Families</b>
CWELCC*	56	54
CWELCC Full Fee	190	188
Extended Day Fee Subsidy	5	5
Fee Subsidy	33	27
Full Fee	28	26
Ontario Works	2	2
<b>Total</b>	<b>314</b>	<b>302</b>

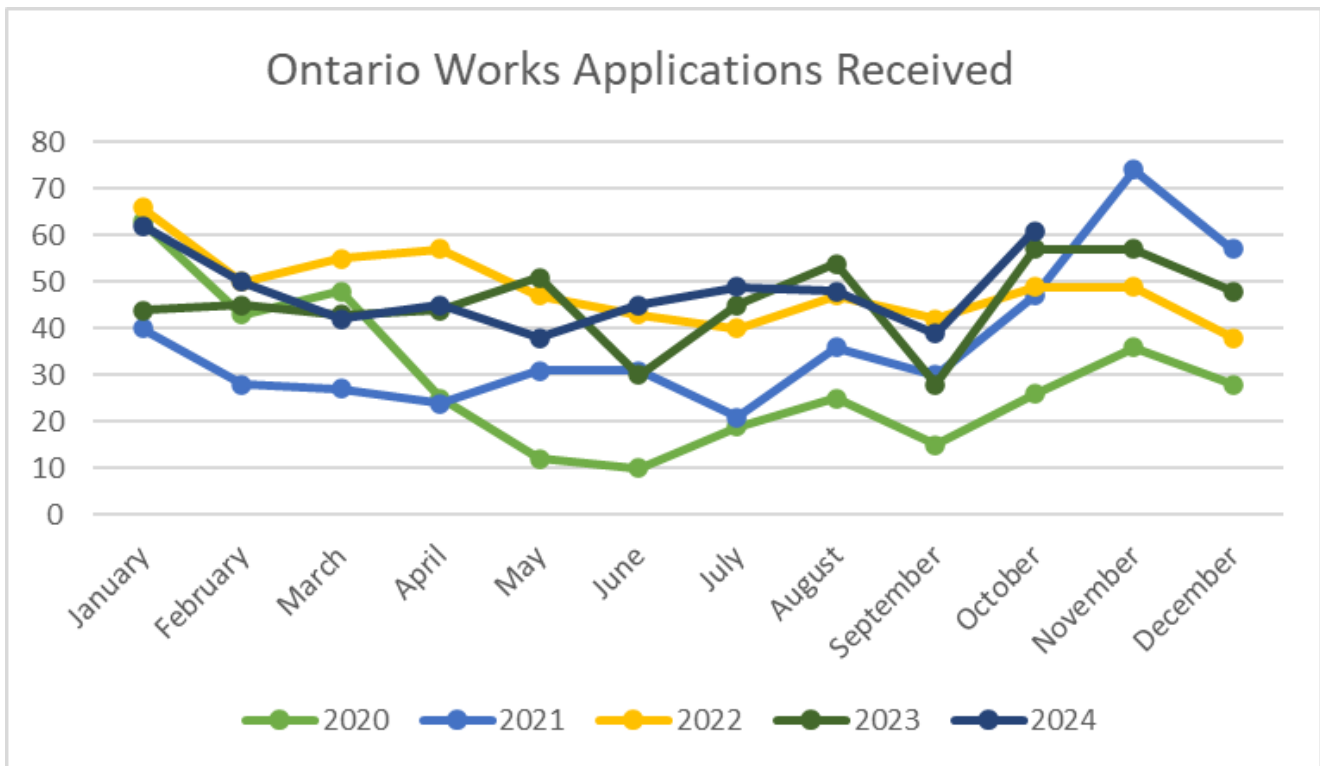
<b>Funding Source - New</b>	<b># of Children</b>	<b># of Families</b>
CWELCC*	2	2
CWELCC Full Fee	5	5
Extended Day Fee Subsidy	2	2
Fee Subsidy	5	4
Full Fee	1	1
Ontario Works		
<b>Total</b>	<b>15</b>	<b>14</b>

<b>Exits</b>	<b># of Children</b>	<b># of Families</b>
Fee Subsidy	0	0
CWELCC Full Fee	0	0
Extended Day Fee Subsidy	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

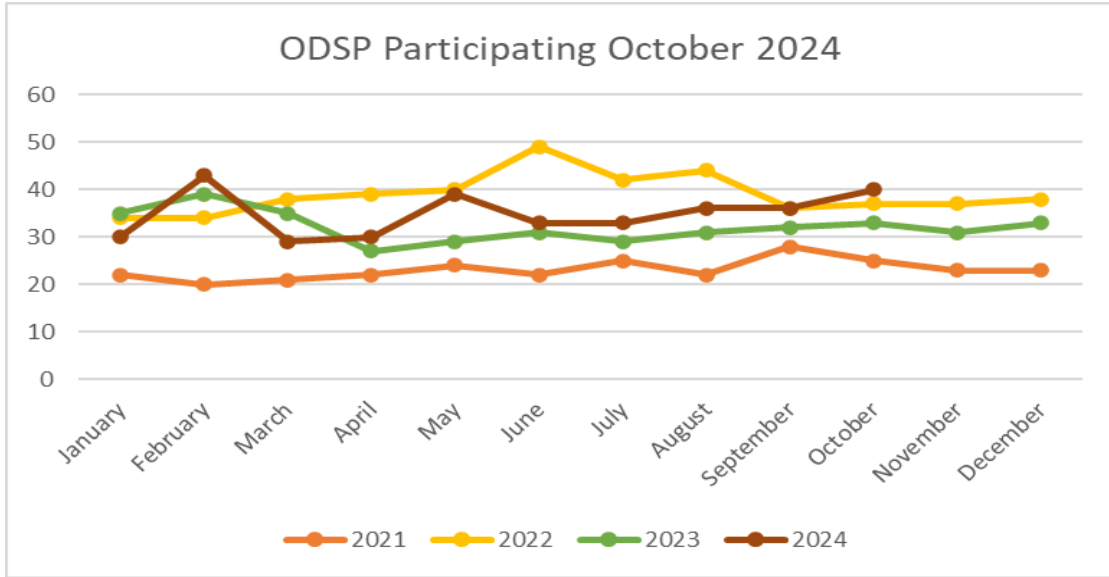
\* CWELCC: Canada-Wide Early Learning Child Care; eligible for children 0 - 6



**Ontario Works Intake - Social Assistance Digital Application (SADA) & Local Office  
Ontario Works Applications Received**

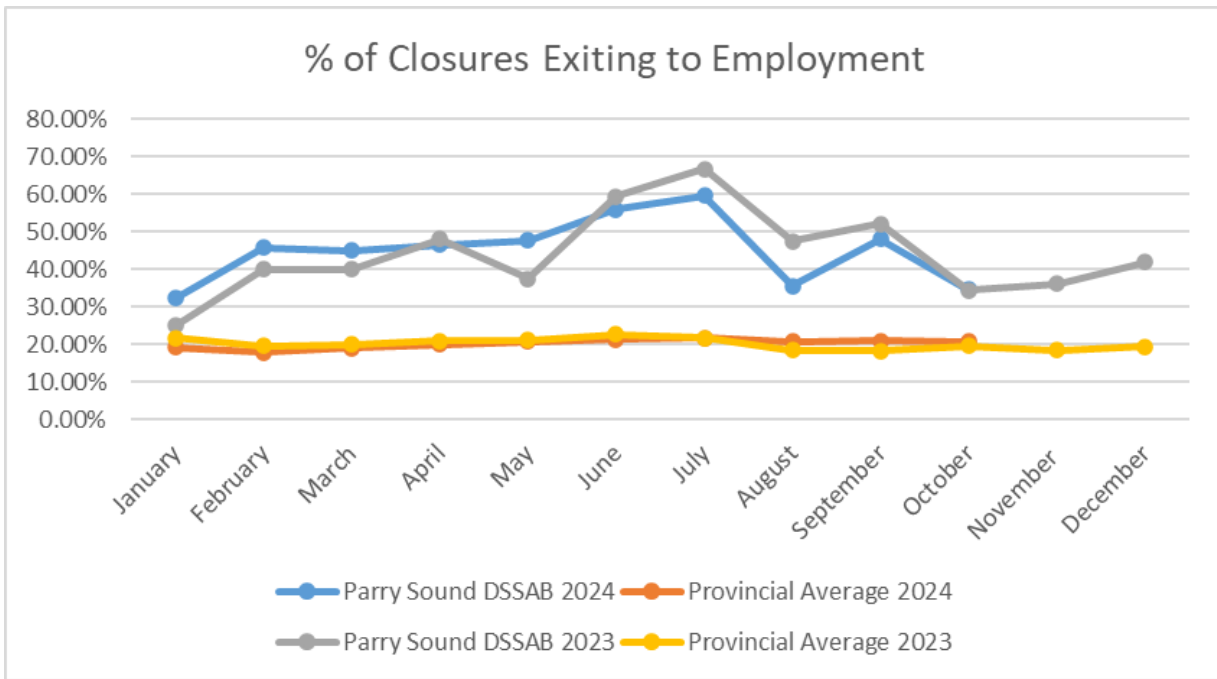


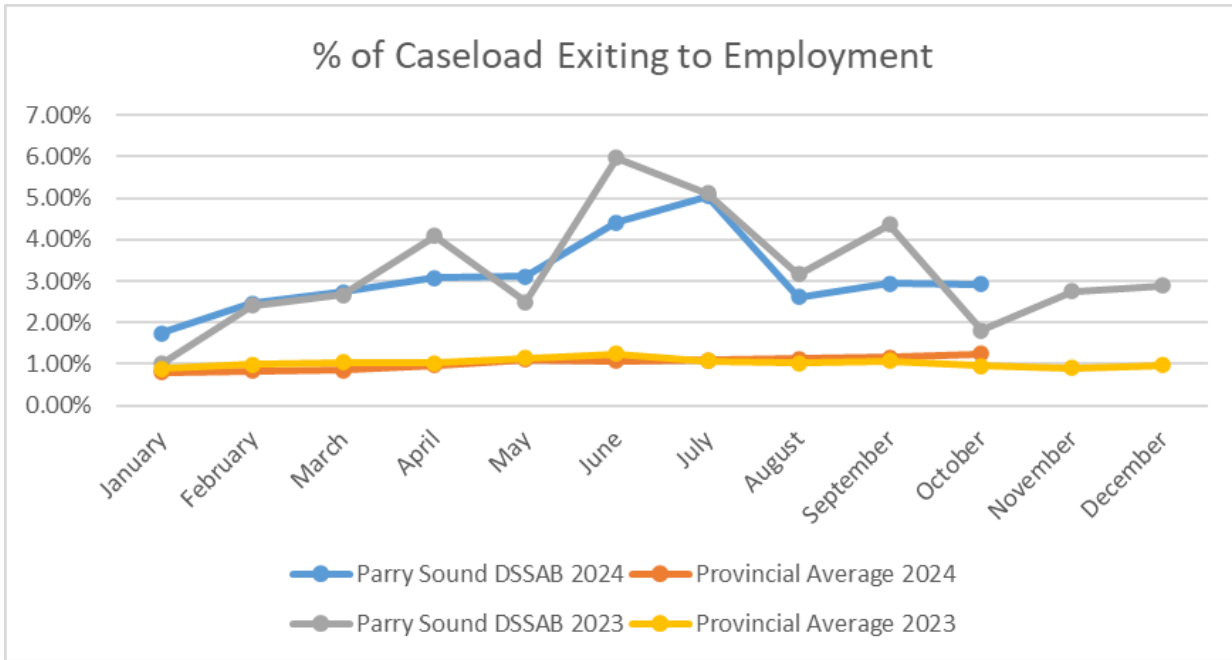
## ODSP Participants in Ontario Works Employment Assistance



The OW Caseload continues to plateau at **616**, but it should be noted that as of September 2024, the caseload is up 6% over 2023. We are supporting **40** ODSP participants in our Employment Assistance program. We also have **61** Temporary Care Assistance cases. We received **61** Ontario Works Applications, 48 (79%) of which were online through SADA and managed through IBAU in the month of October.

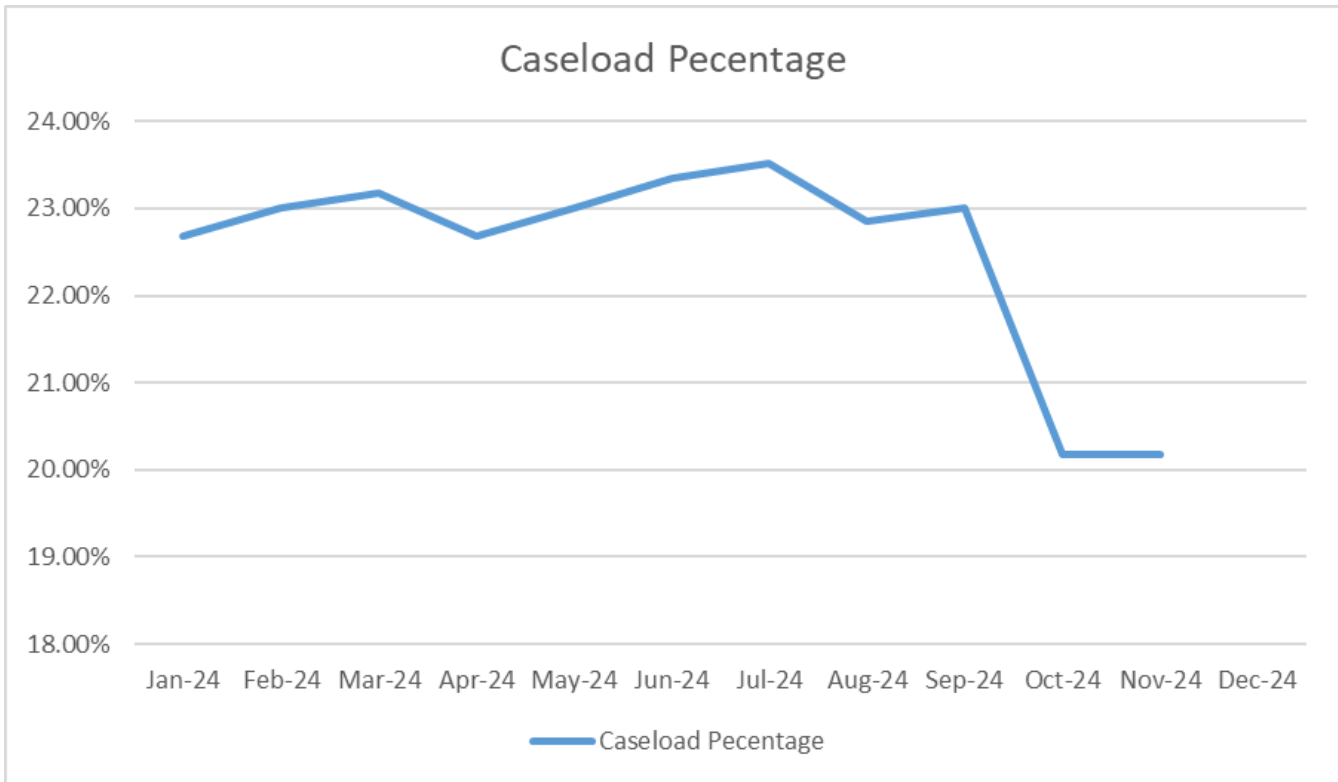
## Employment Assistance & Performance Outcomes



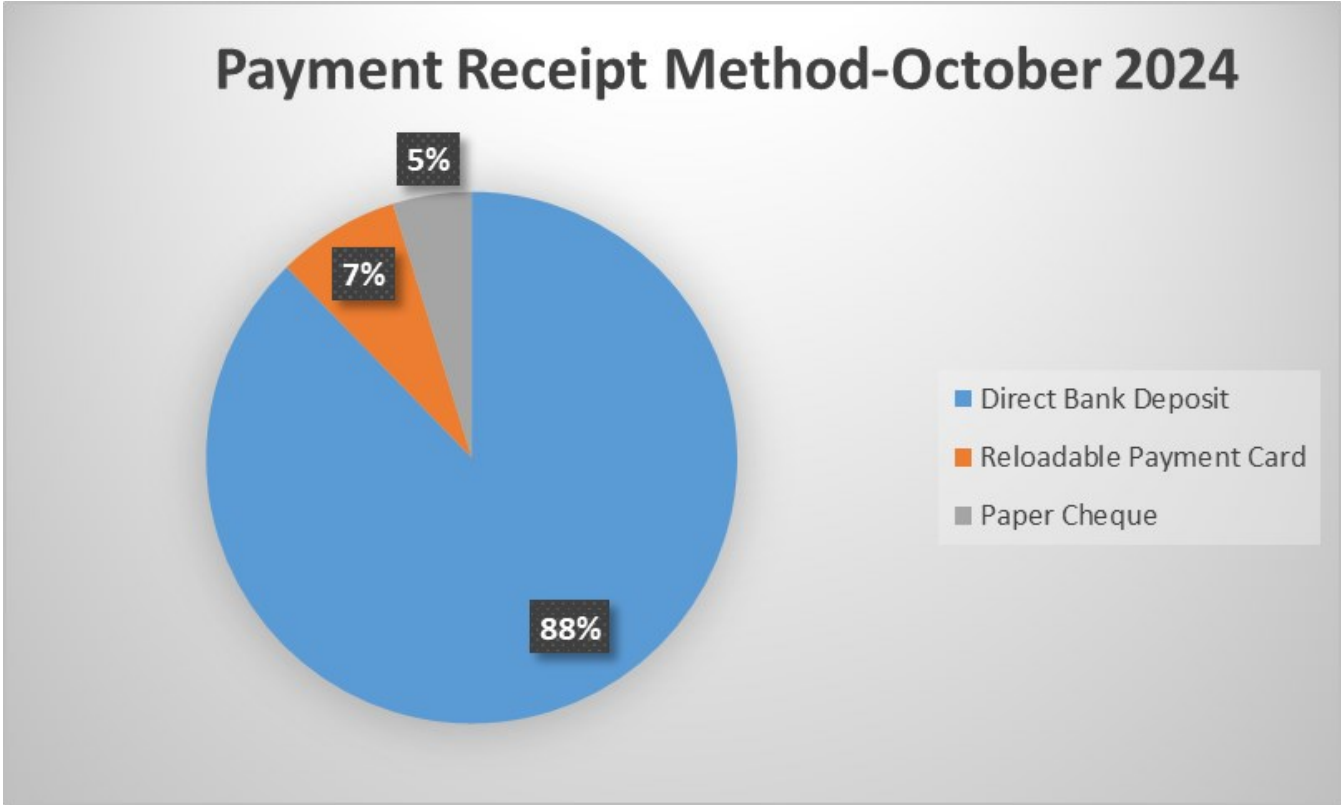


As we are firmly entrenched in autumn, we continue to support people to exit the program through employment. We exceeded our performance in October from the same time in 2023. We also had 8.4% of caseload exit OW for any reason.

**MyBenefits Enrollment 2024**



**DBD Enrollment**



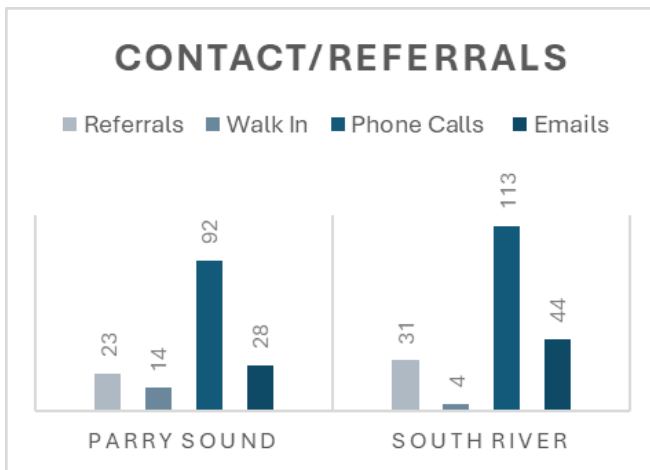


## Income Support & Stability Update

Income Support and Stability Program Case Management involves the coordination of appropriate services and the provision of consistent and on-going weekly or bi-weekly supports, required by the individual to succeed in achieving and maintain life stabilization goals.

### Contact / Referrals – October 2024

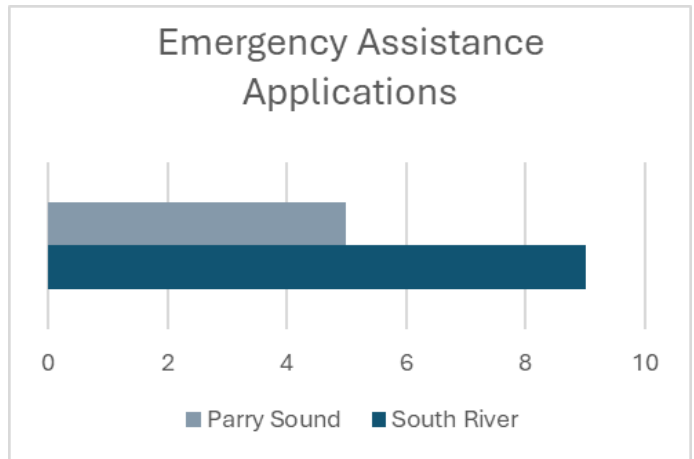
The data collected is initial contact made with a client to determine eligibility for on going support. This includes ongoing Housing Stability and Ontario Works cases.



### Emergency Assistance Applications

#### October 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.



### Client Referrals

Clients who identify as experiencing homelessness, or at immediate risk of homelessness

October 2024	East	West	YTD
Homeless	0	4	37
At Risk	1	5	80
<b>Program Total</b> (Esprit In Shelter Clients calculated in Homelessness Numbers)			<b>117</b>
Esprit Outreach Homeless	0	0	0
Esprit Outreach at Risk	0	0	0
Esprit in Shelter	1		3

### Short Term Housing Allowance

Max of \$400 for 6 months

	Active	YTD
October	10	14

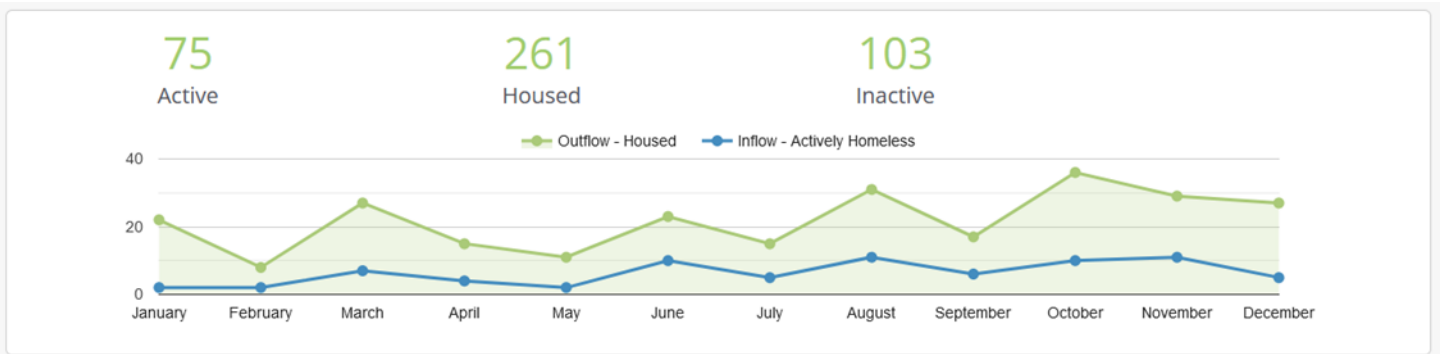
**Household Income Sources and Issuance from Homelessness Prevention Programs Funding (HPP)**

October 2024 Income Source	Total	HPP
Senior	3	\$2,100.00
ODSP	2	\$11,336.84
Ontario Works	13	\$8,533.16
Low Income	13	\$2,760.50
No Income		

October 2024 Reason for Issue	Total
Rental Arrears	\$7,920.00
Utilities/Firewood	\$2,500.72
Transportation	
Food/Household/Misc.	\$14,309.78
Emergency Housing	
<b>Total</b>	<b>\$24,730.50</b>

**By-Name List Data  
September 1, 2021– October 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.



Through the end of October, we have housed 60% of all people that have been active on our By Name List. 39% of those active on our By Name List are experiencing Chronic Homelessness. Our transitional housing program in East Parry Sound remains at capacity.

**Housing Programs**

**Social Housing Centralized Waitlist Report  
October 2024**

	East Parry Sound	West Parry Sound	Total
Seniors	48	131	179
Families	128	463	591
Individuals	508	159	667
Total	684	753	1437
Total Waitlist Unduplicated			402

**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	6		16	2	
Oct	8	1	1	4	2	Oct	6		9		
Nov	12		3			Nov					
Dec	1		2	3	3	Dec					
Total	101	8	104	18	5	Total	60	4	108	15	

SPP = Special Priority Applicant

- Housing Programs had 6 new applications to the centralized waitlist, one being an approved Special Priority Program (SPP) application.
- There were 9 applications cancelled in October. 3 were cancelled at the applicants request, 2 were ineligible due to income or assets in excess, 2 were deceased, and 2 were unable to be contacted.
- 4 applicants were housing in the month of October.

**Parry Sound District Housing Corporation  
October 2024**

Activity for Tenant Services

	Current	YTD
Move outs	3	29
Move in	4	32
L1/L2 forms	0	4
N4 - notice of eviction for non payment of rent	1	4
N5 - notice of eviction disturbing the quiet enjoyment of the other occupants	3	8
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 (formal & informal)	1	51
No Trespass Order	0	4
Tenant Home Visits	47	331
Mediation/Negotiation/Referrals	9	151
Tenant Engagements/Education	1	42

**Property Maintenance & Capital Projects**  
**October 2024**

Pest Control		3 buildings are currently being inspected monthly for bedbugs; 10 units treated for bedbugs.
Vacant Units	10	one-bedroom (9); multiple bedroom (1) (asbestos abatement, and significant repair contributes to longer vacancy times)
Vacant Units - The Meadow View	7	5-one bedroom (market), 2-studio (affordable) vacant
After Hours Calls	9	Lock out, leaks, no hot water, washing machine malfunction.
Work Orders	138	Work orders are created for our staff to complete routine maintenance repairs
Purchase Orders	200	Purchase orders are for services, and materials required outside of the Housing Operations Department
Fire Inspections	0	
Annual Inspections	0	
Incident Reports	0	

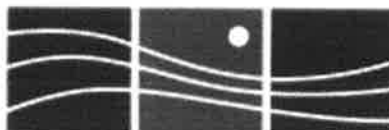
## Esprit Place Family Resource Centre

Emergency Shelter Services	October 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 women who were housed in a hotel</i>	0	14
Number of hours of direct service to women (shelter and counselling)	98	1239
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)	45	311

- Please note: Esprit Place closed for renovations mid April 2024. Statistics are reflective of minimum occupancy during closure preparations, but accurately reflect outreach and business day crisis line management.
- We are also currently housing 1 family of three, and 1 woman in two transitional housing units.

Transitional Support	October 2024	YTD
Number of women served this month	6	35
Number of NEW women registered in the program	1	17
Number of public ed/groups offered		0

Child Witness Program	October 2024	YTD
Number of children/women served this month	0	119
Number of NEW clients (mothers and children) registered in the program	0	11
Number of public ed/groups offered	0	2



# Belvedere Heights

Community Support Services Residences Long Term Care

October 07, 2024

Mayor David Moore and Councilors  
Township of McKellar  
701 Highway 124  
McKellar, ON  
P0G 1C0

Dear Mayor Moore and Council:

In May 2021, Belvedere Heights returned the proportionate share of \$700,000 to each of our 8 owner municipalities. At that time, the then Long-Term Care Act only allowed us to retain 15 per cent of our total revenue as an operating surplus equivalent to \$1.6M, which meant that our \$2.3M operating reserves had to be reduced by \$700,000.

Most of the 8 municipalities placed their share into reserves for Belvedere Heights, which then should be available to return to Belvedere Heights to support the addition of 22 new private rooms. We kindly request that you remit these funds as soon as you are able to help offset the architect and engineering costs incurred during 2024.

Please see the attached the ownership share apportionment used to return the funds to the Municipalities in May 2021. This same breakdown will be used as the backup for this request to return these amounts for each municipality as approved by the Board.

Sincerely,

Pam Wing, Carling Councillor  
Chair, Belvedere Heights Board of Management

CC: CAO

**BELVEDERE HEIGHTS  
LONG TERM CARE**

ADMINISTRATION  
(705) 746-5871 • FAX (705) 774-7300

**21 BELVEDERE AVENUE**

NURSING DEPARTMENT  
(705) 746-5871 • Extension 2  
FAX (705) 774-7300

**PARRY SOUND, ON P2A 2A2**

COMMUNITY SUPPORT SERVICES  
(705) 746-5602 or 1-800-883-0058  
FAX (705) 774-7300

**Belvedere Heights 2021 Levy Apportionment**

**Board Approved Levy  
repayment March 2021  
Levy 2021**

**2019  
FIR 26A  
Column I 7**

**\$700,000**

<b>Municipalities</b>	<b>Weighted Assessment</b>	<b>% Distribution</b>	<b>Distributed Amount 2021</b>
-----------------------	--------------------------------	-----------------------	------------------------------------

Parry Sound	845,529,080	8.8120%	\$61,684 ✓
Carling	1,024,748,048	10.6798%	\$74,759 ✓
Whitestone	587,354,886	6.1214%	\$42,850 ✓
McDougall	744,399,378	7.7581%	\$54,307 ✓
McKellar	649,711,295	6.7712%	\$47,399 ✓
McMurrich-Montieth	221,094,343	2.3042%	\$16,130 ✓
Archipelago	2,089,910,184	21.7809%	\$152,466 ✓
Seguin	3,432,408,583	35.7723%	\$250,406 ✓
<b>Totals</b>	<b>9,595,155,797</b>	<b>100.0000%</b>	<b>\$700,000</b>

*NOTE: The Ministry of Municipal Affairs and Housing website provided the*

\*Note - the Township has \$88,967.95 in Health Reserve (KB)





Township of McKellar  
701-Hwy.124, P.O. Box 69, McKellar, ON P0G 1C0  
Webpage: [www.mckellar.ca](http://www.mckellar.ca)  
Phone/Text: 705.773.9578 Phone/Office: 705.389.2842  
Fax: 705.389.1244

Friday, January 3, 2025

**SUBJECT:** Requesting Use of the Council Chambers for the 2025 Christmas Market

Dear Mayor Moore and Council:

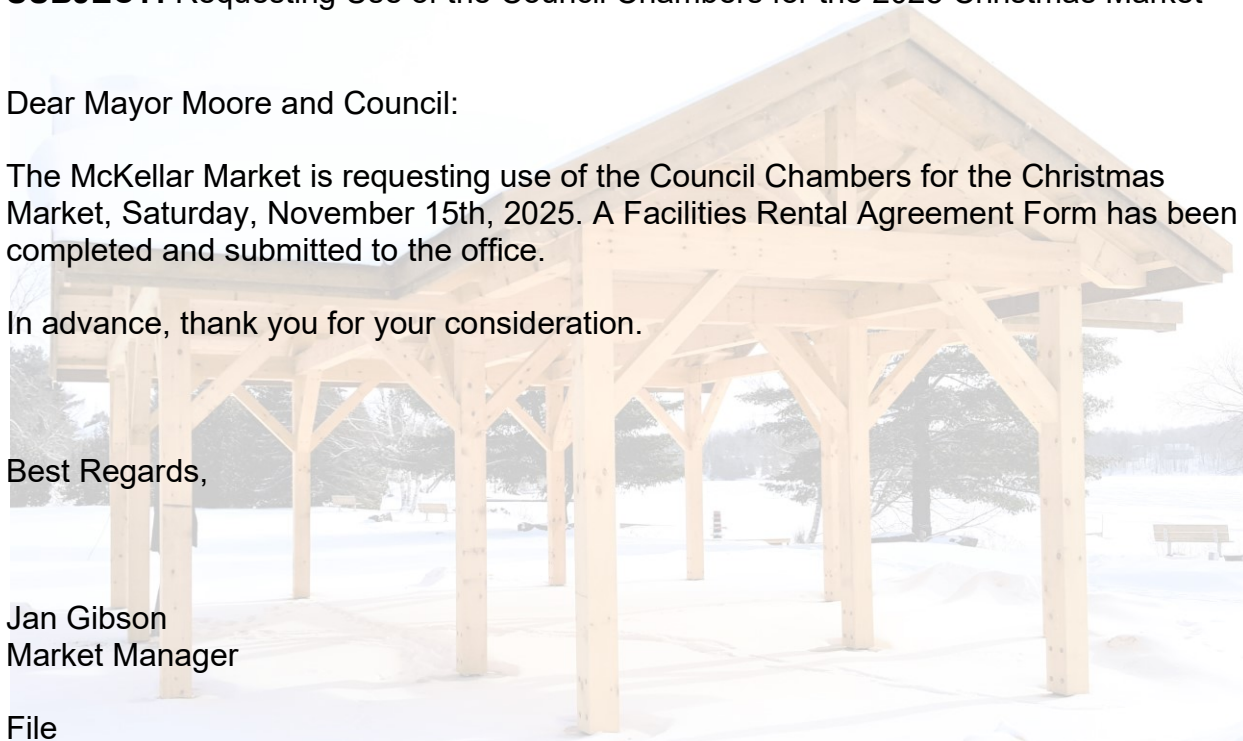
The McKellar Market is requesting use of the Council Chambers for the Christmas Market, Saturday, November 15th, 2025. A Facilities Rental Agreement Form has been completed and submitted to the office.

In advance, thank you for your consideration.

Best Regards,

Jan Gibson  
Market Manager

File



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-01**

---

**Being a By-law to Authorize the Execution of a  
Consent Agreement with The Ridge on Lake Manitou  
Inc. - Consent for PCL 27586 SEC SS; PART LOTS 23  
& 24 CONCESSION 8 MCKELLAR PARTS 11, 12, 13 &  
14 42R16306 & PART 1142R14979; TOWNSHIP OF  
McKellar**

---

**WHEREAS** Section 51(26) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, provides that municipalities may enter into agreements imposed as a condition to the approval of the subdivision of land by consent and such agreements can be registered against the land to which the consent applies; and

**WHEREAS** the Council of the Township of McKellar deems it advisable to enter into a Consent Agreement with The Ridge On Lake Manitou Inc. for the following lands: PCL 27586 SEC SS; PART LOTS 23 & 24 CONCESSION 8 MCKELLAR PARTS 11, 12, 13 & 14 42R16306 & PART 11 42R14979, SUBJECT TO AN EASEMENT OVER PART 12 42R16306 AS IN RO2508, SUBJECT TO AN EASEMENT OVER PART 11 42R14979 AS IN LT228668, SUBJECT TO AN EASEMENT IN GROSS OVER PT 2 42R17240 AS IN GB6946; TOWNSHIP OF MCKELLAR; being all of PIN 52108-0273 (LT).

**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, on behalf of the Township of McKellar, a Consent Agreement, a copy of which is attached hereto and forms part of this By-law as Schedule A.
2. **THAT** this Council authorizes the Township to register the Consent Agreement on title to the said lands.
3. **THAT** the Township shall be entitled to enforce the provisions of the Consent Agreement against the owners of the said land.
4. **THAT** the Mayor and Clerk/Administrator are hereby authorized to sign all documents and take all action necessary to carry out the intent of this By-law.
5. **THAT** this By-law shall take effect on the final passing thereof.

**READ a FIRST and SECOND** time this 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

**READ a THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

This is Schedule "A" to By-law No. 2025-\_\_\_\_\_

CONSENT AGREEMENT

THIS AGREEMENT made between:

THE RIDGE ON LAKE MANITOU INC.

hereinafter called the "Owner"  
OF THE FIRST PART

- AND -

THE CORPORATION OF THE TOWNSHIP OF McKELLAR

hereinafter called the "Municipality"  
OF THE SECOND PART

WHEREAS the lands affected by this Agreement are the lands described in Schedule "A" hereto annexed;

AND WHEREAS the Owner obtained, from the Parry Sound Area Planning Board (File B12/2024) conditional approval of a consent for the relocation of an easement on the subject lands (the "Consent Approval"), which shall relocate part of an existing easement, said to-be-relocated part being designated as Part 8, Plan 42R-18655, to a newly registered easement over part of Lot 23, Concession 8, designated as Parts 1-7 and 9-17, Plan 42R-18655;

AND WHEREAS the conditions of approval require the Owner to enter into this agreement pursuant to sections 51(26) and 53 of the *Planning Act*, and to register such agreement on title to the subject lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and for other good and valuable consideration (the receipt whereof is hereby acknowledged), the parties hereto covenant and agree with one another as follows:

1. SCOPE OF AGREEMENT

- 1.1 DESCRIPTION OF LANDS – The Lands affected by this Agreement are the lands described in Schedule "A" (hereinafter referenced as "the Subject Lands").
- 1.2 CONFORMITY WITH AGREEMENT - The Owner covenants and agrees that all work performed on the Subject Lands in connection with this Agreement shall be in compliance with:
  - a) the provisions of this Agreement; and
  - b) all applicable Municipal By-laws and all Provincial and Federal Legislation.
- 1.3 SCHEDULES ATTACHED - The following schedules are attached to this Agreement:  
Schedule "A" - Legal Description  
Schedule "B" – Cash Deposits and Payments

2. CONDITIONS PRIOR TO EXECUTION OF AGREEMENT BY THE MUNICIPALITY

- 2.1 Prior to the execution of this Agreement by the Municipality, the Owner shall:
  - a) Taxes - have paid all municipal tax bills issued and outstanding on the said lands;

- b) Land Ownership - be the registered owner in fee simple of the lands described in section 1.1;
- c) Postponements Mortgage/Charge - have filed with the municipal solicitor, at the discretion of the Municipality, a postponement of any Mortgage/Charge in favour of this agreement including:
  - i) No mortgages as of July 24, 2024.The Township may accept a solicitor's undertaking to obtain and register such postponements; and
- d) Cash Deposits & Cash Payments – have delivered to the Municipality all cash deposits and cash payments required by Schedule "B" attached.

### 3. SPECIAL PROVISIONS

3.1 Private Road Access - The Owner hereby acknowledges and agrees that:

- a) this agreement is being entered into as a condition of approval of an application for consent which will permit the relocation of a private right-of-way (easement) which is not owned or maintained by the Municipality;
- b) the said private right-of-way shall be granted over the Subject Lands owned by the Owner and which are more specifically designated as Parts 1-7 and 9-17, Plan 42R-18655;
- c) the private right-of-way is privately maintained, meaning the Municipality does not have any obligation or responsibility whatsoever for the maintenance, upgrade, care and/or use of the private right-of-way, and the Municipality shall not maintain, upgrade or care for same;
- d) while the private right-of-way will be used as a means of access for various residential landowners, the Municipality does not have any obligation or responsibility to provide, and/or does not or will not provide, municipal services to those properties such as, but not necessarily limited to, year-round maintenance of the road (including but not limited to snowplowing), garbage pick-up and/or school bussing; and
- e) the Owner shall, prior to completing a Transfer of Easement in accordance with consent granted by the Parry Sound Area Planning Board, bring this agreement and specifically this section to the attention of any transferee who is or will be the owner of any dominant tenement lands that will have the benefit of said easement, and the Owner shall incorporate an acknowledgment of the contents of this agreement and specifically this section in any easement terms or easement agreement that the Owner may enter into with any owners of dominant tenement lands.

### 4. REGISTRATION OF AGREEMENT AND OTHER DOCUMENTS

- 4.1 The parties hereto consent to the registration of this Agreement by the Municipality upon the title of the Subject Lands, which registration shall be included as a legal expense to the Owner. The Owner further agrees that he will execute such further and other documents, consents, or applications as may be reasonably required by the solicitor for the Municipality for the purpose of any registration against the said lands, or for the purpose of giving effect to the provisions required under this Agreement.

5. EXPENSES TO BE PAID BY OWNER

- 5.1 Every provision of this Agreement by which the Owner is obliged in any way shall be deemed to include the words "at the expense of the Owner" unless the context otherwise requires.
- 5.2 The Owner shall pay such reasonable fees as may be invoiced to the Municipality by its Solicitor (or Planning Consultant or other technical personnel not permanently employed by the Municipality, if applicable) in connection with all work to be performed in connection with the negotiation and preparation of this Agreement, and as a result of the provisions of this Agreement.
- 5.3 All expenses for which demand for payment has been made by the Municipality shall bear interest at the rate of 1.25% per month commencing 30 days after demand.

6. CASH DEPOSITS AND PAYMENTS – SCHEDULE "B"

- 6.1 The Owner shall lodge with the Municipality those cash deposits and payments more particularly described in Schedule "B", and at the dates specified therein.
- 6.2 In the event that the expenses of the Municipality exceed the amount of the cash deposits set out in Schedule "B" attached, the Owner shall pay such excess charges within 30 days after demand by the Municipality, or if less, such excess deposit shall be refunded upon satisfaction by the Owner of all other obligations under this Agreement.

7. RESTRICTIVE COVENANTS

- 7.1 The Owner agrees that the covenants, agreements and obligations agreed to in this Agreement are and shall be of the same force and effect to all intents and purposes as a covenant, the burden of which shall run with the Subject Lands and each and every part of this Agreement shall extend to, and be binding upon and enure to the benefit of each and all of the heirs, executors, administrators, successors-in-title, and assigns of the parties hereto respectively.
- 7.2 The covenants, agreements and obligations agreed to in this Agreement are declared to be appurtenant to and for the benefit of any and all Municipally owned land.

8. INDEMNIFICATION FROM LIABILITY AND RELEASE

- 8.1 The Owner covenants and agrees with the Municipality, on behalf of itself, its successors in title and assigns, to indemnify and save harmless the Municipality, and its employees, officers, directors, agents, servants and invitees, from any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of any work performed by the Owner or on his behalf in connection with the carrying out of the provisions of this Agreement or by reason of the failure of the Owner or its successors in title and assigns to comply with and/or fulfil its obligations hereunder and without limitation those obligations set out in section 1.2.
- 8.2 The Owner further covenants and agrees to release and forever discharge the Municipality, and its employees, officers, directors, agents, servants and invitees, from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the Subject Lands and/or adjacent properties

which may damage or interfere with the works of the Owner, provided that such default, failure or neglect was not caused intentionally or through negligence on the part of the Municipality, its servants, agents or subcontractors.

- 8.3 The Owner further covenants and agrees to release and forever discharge the Municipality, and its employees, officers, directors, agents, servants and invitees, from and against any and all loss, liability, damages, costs and expenses of every nature and kind whatsoever that are asserted against or suffered or incurred by the Municipality arising from any use of the private right-of-way, including those arising from any person's act or omission and/or those resulting in or relating to damage to property or injury or death to individuals, and also, without limitation, relating to the inability to provide emergency services or any other public services to the Subject Lands and/or the right-of-way's dominant lands. If the Municipality shall, without fault on its part, be made a party to any action, application or other legal proceeding commenced against it and/or the Owner, the Owner shall indemnify and save harmless the Municipality, and shall defend such action, application or other legal proceeding in the name of the Municipality, or at the option of the Municipality, pay all costs, expenses and legal fees (on a full indemnity basis) incurred by the Municipality, to defend any such action, application or other legal proceeding so that the Municipality shall suffer no loss or harm in connection with such action, application or other legal proceeding.

9. NOTICE TO PARTIES

- 9.1 Any Notice to be given by any party under this Agreement may be given by:

- a) personal service on the parties hereto,
- b) prepaid registered mail addressed to the other party at their last known address and which shall be deemed to have been received three (3) business days after mailing, or
- c) by telecopier message (fax machine) and such telecopier message shall be deemed to have been received the day it was sent up to the hour of 4:30 p.m. and any time a telecopier message is sent thereafter, it shall be deemed to be received on the following day.

- 9.2 For the purposes of the foregoing, the addresses for the parties to this Agreement are as follows:

Owner: 160 The Inn Road  
McKellar, ON P2A 0B4

Municipality: P.O. Box 69, 701 Highway 124  
McKellar, ON P0G 1C0  
Attention: Clerk/Administrator

10. TIME OF THE ESSENCE

- 10.1 The parties hereto agree that time shall be of the essence in this Agreement.

11. ESTOPPEL OF OWNER

- 11.1 The Owner agrees to not call into question directly or indirectly in any proceeding whatsoever, in law or in equity, or before any administrative tribunal, the right of the Municipality to enter into this Agreement and to enforce each and every term, covenant and condition herein contained and this Agreement may be pleaded as an estoppel against the Owner in any such proceedings.

12. INTERPRETATION

12.1 It is hereby agreed that in construing these presents the word "Owner" and the personal pronoun "he" or "his" relating thereto and used therewith, shall be read and construed as "Owner" and "his", "hers", "its" or "their" respectively as the number and gender of the party or parties referred to in each case requires and the number of the verb agreeing therewith shall be so construed as agreeing with the said word or pronoun so substituted.


12.2 And that all covenants, liabilities and obligations entered into and imposed hereunder upon the Owner shall be equally binding upon his, her, its or their heirs, executors, administrators and assigns, or successors and assigns as the case may be, and that all such covenants and liabilities and obligations shall be joint and several.

THIS AGREEMENT shall enure to the benefit of and be binding upon each of the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the following dates:

By the Owner on the 12 day of Dec, 2024

THE RIDGE ON LAKE MANITOU INC.

Per:   
Zahir Manek (Dec 12, 2024 13:19 PST)  
Name: Zahir Manek  
Title: GC

I have authority to bind the corporation.

By The Corporation of the Township of McKellar on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

THE CORPORATION OF THE  
TOWNSHIP OF McKELLAR

Per: \_\_\_\_\_  
Name: David Moore  
Title: Mayor

Per: \_\_\_\_\_  
Name: Karlee Britton  
Title: Clerk/Administrator

We have the authority to bind the corporation.

**SCHEDULE "A"**

THIS IS SCHEDULE "A" TO THE CONSENT AGREEMENT BETWEEN  
THE CORPORATION OF THE TOWNSHIP OF MCKELLAR AND  
THE RIDGE ON LAKE MANITOU INC.

---

LEGAL DESCRIPTION OF LANDS

SUBJECT LANDS - PCL 27586 SEC 55; PART LOTS 23 & 24 CONCESSION 8 MCKELLAR  
PARTS 11, 12, 13 & 14 42R16306 & PART 11 42R14979, SUBJECT TO AN EASEMENT  
OVER PART 12 42R16306 AS IN RO2508, SUBJECT TO AN EASEMENT OVER PART 11  
42R14979 AS IN LT228668, SUBJECT TO AN EASEMENT IN GROSS OVER PT 2  
42R17240 AS IN GB6946; TOWNSHIP OF MCKELLAR, being all of PIN 52128-0273 (LT)

Which shall be made subject to an easement over Parts 1-7 and 9-17, Plans 42R-18655.



**SCHEDULE "B"**

THIS IS SCHEDULE "B" TO THE CONSENT AGREEMENT BETWEEN  
THE CORPORATION OF THE TOWNSHIP OF McKELLAR AND  
THE RIDGE ON LAKE MANITOU INC.

---

CASH DEPOSITS AND CASH PAYMENTS

The Owner shall, on the dates specified herein, lodge with the Municipality the following described cash deposits:

1. CASH DEPOSITS/PAYMENT – FOR THE MUNICIPALITY

The following cash deposits are estimates only and are to be paid to the Municipality prior to the execution of this Agreement by the Municipality, except where otherwise noted. In the event that the actual costs incurred by the Municipality exceed the deposits, such excess shall be invoiced to the Owner and be due and payable 30 days after demand:

A. Cash Deposits

For the municipality's legal, planning and engineering expenses (including for preparation and negotiation of the herein Agreement)	\$2,000.00 (paid)
Top-up deposit	\$2,208.87 (outstanding)

**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-02**

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**Being a By-law to authorize the Borrowing of Money  
to Meet Current Expenditures of the Council of the  
Township of McKellar**

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**WHEREAS** pursuant to Section 407(1) of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the year;

**AND WHEREAS** pursuant to Section 407(2) of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, except with the approval of the Local Planning Appeal Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed,

- a) From January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and
- b) From October 1 to December 31 in the year, 25 percent of the total estimated revenues of the municipality as set out in the budget adopted for the year;

**AND WHEREAS** pursuant to Section 407(3) of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, until the budget is adopted in a year, the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year;

**NOW THEREFORE** the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the Head of Council and the Treasurer are authorized on behalf of the Municipality to borrow from time to time by way of promissory note or bankers' acceptance from CANADIAN IMPERIAL BANK OF COMMERCE ("CIBC") a sum or sums not exceeding the aggregate \$800,000.00 to meet, until taxes are collected, the current expenditures of the Municipality for the year (including the amounts required for the purposes mentioned in subsection 407(1) of the Act) and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Municipality and signed by the Head of Council and Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC.

2. **THAT** all sums borrowed pursuant to this by-law, as well as all other sums pursuant to the Act in this year and in previous years from CIBC for any purpose will, with interest thereon, be a charge upon the whole of the revenues of the Municipality for the current year and for all preceding years as and when this revenue is received.
3. **THAT** the Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received on account in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for this purpose.
4. **THAT** the Treasurer is authorized to furnish to CIBC a statement showing the nature and amount of the estimated revenues of the Municipality not yet collected and also showing the total of any amounts borrowed that have not been repaid.
5. **THAT** By-law No. 2024-05 is hereby repealed.

**READ** a **FIRST** and **SECOND** time this 14<sup>th</sup> day of January, 2025.

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-03**

**Being a By-law to Levy Certain Interim Rates, Taxes  
and Charges for the Year 2025**

**WHEREAS** Section 317 of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, provides that the Council of a local municipality, before the adoption of the estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipal purposes;

**AND WHEREAS** the Council of the Corporation of the Township of McKellar deems it advisable and expedient that such a levy should be made:

**NOW THEREFORE** the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. (i) **THAT** The following interim taxes, rates and charges are hereby levied, rated and imposed to be collected on the whole of the rateable properties in the Township of McKellar, in the following manner:
  - a. For all the properties in the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim tax levy of 50% of the total taxes for municipal and school purposes levied in the year 2024.
  - b. For all properties in Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim tax levy of 50% of the total taxes for municipal and school purposes levied in the year 2024.
- (ii) **THAT** for the purposes of calculating the total amount of taxes for the year 2025 under paragraph 1, if any taxes for municipal and school purposes were levied on the property for only part of 2024 because assessment was added to the collector's roll during 2024, an amount shall be added equal to the additional taxes that would have levied on the property if taxes for the municipal and school purposes had been levied for the entire year.
- (iii) **THAT** the provisions of this by-law apply in the event that assessment is added for the year 2025 to the collector's roll after the date this by-law is passed and an interim levy shall be imposed and collected.
- (iv) **THAT** all taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.
2. **THAT** said interim tax levy shall become due and payable on the 1<sup>st</sup> day of April 2025.
3. **THAT** on all the taxes of the interim levy, which are in default on the 1<sup>st</sup> day of April 2025, a penalty of one and one quarter percent of such tax levy (1.25%) shall be added and thereafter a penalty of one and one quarter percent (1.25%) will be added on the first day of each and every month the default continues, until December 31, 2025.
4. **THAT** penalties added on all taxes of the tax levy in default shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid tax levy.
5. **THAT** the Tax Collector or Treasurer may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.

6. **THAT** taxes are payable at the Township of McKellar Municipal Office, McKellar, Ontario.
7. **THAT** the subsequent interim levy for the year 2025 to be made under the Municipal Act shall be reduced by the amount to be raised by the levy imposed by this by-law.
8. **THAT** the provisions of Section 317 of the Municipal Act, as amended, apply to this by-law with necessary modifications.
9. **THAT** the Treasurer/ Tax Collector is hereby authorized to accept part payment from time to time on account of any taxes due or to become due and to give a receipt for such part payment, provided that the acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable in respect of non-payment of any taxes or of any installment thereof.
10. **THAT** nothing in this by-law shall prevent the Treasurer/Tax Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.

**READ** a **FIRST** and **SECOND** time this 14<sup>th</sup> day of January, 2025.

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

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David Moore, Mayor

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Karlee Britton, Clerk/Administrator

**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-04**

**Being a By-law to Set Tax Ratios for Municipal  
Purposes for the Year 2025**

**WHEREAS** the Municipal Act 2001, Sec 308 (2) & (3) state that a set of tax ratios for every municipality shall be established in accordance with this section and that the tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential property class where the residential property class tax ratio is 1; and

**WHEREAS** the tax ratios determine the relative amount of taxation to be borne by each property class; and

**WHEREAS** the Municipal Act 2001, Sec 308(8) states that the tax ratio for a property class must be within the allowable range prescribed for the property class; and

**WHEREAS** Ontario Regulation 386/98 sets out Allowable Ranges for Tax Ratios;

**NOW THEREFORE** the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** For the taxation year 2025, the tax ratio for property in:
  - a) the residential/farm property class is 1.0;
  - b) the commercial property class is 1.1;
  - c) the industrial property class is 1.1;
  - d) the farmlands property class is 0.25;
  - e) the managed forest property class is 0.25;
  - f) the multi-residential property class is 1.1
2. **THAT** for the purpose of this By-law:
  - a) the commercial property class includes all commercial office property, shopping centre property and parking lot property;
  - b) the industrial property class includes all large industrial property;
3. **THAT** By-law No. 2024-07 is hereby repealed.
4. **THAT** This By-law shall come into force and take effect upon passage by Council.

**READ** a **FIRST** and **SECOND** time this 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-05**

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**Being a By-law to Authorize the Execution of an Agreement with SimplyCast Interactive Marketing Ltd.**

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**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 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

**READ a THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
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.

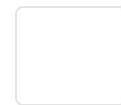
*Resolution Target: 6-10 Business Days*

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*



[Home](#) / [Privacy Policy](#)

# SimplyCast | SimplyCast Privacy Policy

Last updated: March 14, 2024

## Introduction

At SimplyCast, it is our intent to give you as much control as possible over your privacy regarding your Personally Identifiable Information (PII) and how we use it in our business. In general, you can visit SimplyCast on the web without telling us who you are or revealing any information about yourself. This Privacy Policy applies to your visit to SimplyCast's website at <https://www.simplycast.com>, <https://app.simplycast.com>, or <https://app.simplycast.ca> (the "Website"). This Privacy Policy governs your access to our Website whether as a visitor or a registered user (a "User"). By using our Website, or creating an account you consent to the collection, use, disclosure, and other uses of Personally Identifiable Information pursuant to this Privacy Policy.

## 1. What Information We Gather and Track

There are times when we may need information from you. This generally involves filling out forms so you can access or subscribe to a SimplyCast product. When you create an account to access our products, we require you to fill out a form with your name, mailing address, phone number, and email address.

When you submit an order to subscribe online, your credit card number is submitted to the credit institution for routine processing. Your personal credit history information is not collected by

SimplyCast, and SimplyCast does not share credit or credit card information with other companies or third parties.

SimplyCast is the “data controller” for the purposes of the E.U. GDPR regarding the collection of data necessary to create and manage your account, and the “data processor” for the data you collect for persons or other entities using the tools provided within your account.

If you wish to remove yourself from our mailing lists at any time, you may do so by contacting our Service Delivery Team, by email [support@simplycast.com](mailto:support@simplycast.com) or phone 1-866-323-6572 ext. 2.

## **2. What We Do With the Information We Gather and Track**

The information gathered from the forms you fill out is used in the following ways:

1. To provide you with information about our products, services, news, and events by sending newsletters, promotions and site updates
2. To allow our internal sales, support, or account management staff to contact you about your account
3. To allow you to access, purchase, and subscribe to our products
4. To gather broad demographic information about user trends

## **3. Sharing and Usage**

We will never share, sell, or rent your Personally Identifiable Information or other data with third parties for any purpose. SimplyCast will only use your Personally Identifiable Information or other data for the purposes listed in this Privacy Policy, and as directed by you through the use of our software. We may disclose purchase amounts only to a partner who introduced you to SimplyCast services in order to ensure they are properly compensated for their efforts. We may disclose or report Personally Identifiable Information in limited circumstances where we believe in good faith

that disclosure is required under the law. For example, we may be required to disclose Personally Identifiable Information to cooperate with regulators or law enforcement authorities, to comply with a legal process such as court order, subpoena, search warrant, or law enforcement request. SimplyCast will notify you within 48 hours via email should we be requested to disclose any Personally Identifiable Information, provided the law or court order permits such disclosure. SimplyCast will reject any requests for Personally Identifiable Information which are not legally binding. Where permitted by law, SimplyCast will seek your express consent before disclosing any information about or in your account.

## **4. Personally Identifiable Information**

1. 'Personally Identifiable Information' shall have the meaning attributed to such term within the provisions of Part 1 of the Personally Identifiable Information Protection and Electronic Documents Act, S.C. 2000, c.5 ("PIPEDA") ("Personally Identifiable Information"). Each party shall comply with the provisions of PIPEDA and with their own respective privacy policies and procedures with respect to all Personally Identifiable Information which is collected, used, or disclosed by either party pursuant to this Privacy Policy.
2. Each party shall cease all use of all Personally Identifiable Information received from the other party pursuant to this Privacy Policy upon any termination or expiry of this Privacy Policy and promptly return same to the other party by a secure means without delay.
3. Each party shall defend, indemnify, and hold the other party harmless from and against any and all claims suffered or incurred by the other party at any time or times as a result of any alleged and/or actual breach by that party of the provisions of PIPEDA and/or any of the provisions contained in this section.
4. We may also collect log-in information, such as user name and account name, of our customers' internal users that log-in to products on the Website. Such user information is associated with a user's individual

visitation activity only when they are logged-in to the products at such time.

## 5. Updating/Accessing/Amending/Correcting Personally Identifiable Information

If your Personally Identifiable Information changes, or if you no longer desire our service, you may make changes using the tools in your account, by email to the Service Delivery Team at [support@simplycast.com](mailto:support@simplycast.com), or by contacting us by telephone at the contact information listed below. We will do our best to respond to your request to access within 10 business days.

## 6. Information Location

1. We may store and process your Personally Identifiable Information in the United States, Canada, or any other country in which we (or any of our suppliers) maintain facilities.
2. Should you choose to create an account on and access the SimplyCast Software [through the .com URL \(https://app.simplycast.com\)](https://app.simplycast.com) the data you upload to the service will be stored primarily in the United States of America.
3. Should you choose to access the SimplyCast Software [via our .ca URL \(https://app.simplycast.ca\)](https://app.simplycast.ca) the data you upload to the service will be stored in Canada.

## 7. Ten Privacy Principles of Fair Information Practices

Under the General Data Protection Regulations (GDPR) put in place by the E.U. as of May 25, 2018, all SimplyCast clients have the right to subject access; to have personal data erased; to have inaccuracies corrected; to object to direct marketing; to restrict the processing of



their Personally Identifiable Information (including automated decision-making); and data portability. SimplyCast adheres to each of these client rights by upholding ten privacy principles of fair information practice, as outlined below.

1. **Accountability** – SimplyCast is responsible for Personally Identifiable Information under its control and, to this end, SimplyCast has appointed a privacy officer who is accountable for SimplyCast's compliance with this Privacy Policy and applicable privacy laws. The contact information for the Privacy Officer is outlined in section 16 of this Privacy Policy.
2. **Identifying Purposes** – SimplyCast will identify the purposes for collecting Personally Identifiable Information prior to or at the time it is collected. SimplyCast will also obtain your consent before your Personally Identifiable Information is used or disclosed for a new purpose unless such use or disclosure is permitted without your consent pursuant to applicable privacy laws.
3. **Consent** – Unless an exemption applies under applicable privacy laws, your knowledge and consent is required for the collection, use, or disclosure of Personally Identifiable Information. If you use or register for the Website, request information about services offered by SimplyCast, or otherwise provide your Personally Identifiable Information to SimplyCast, you consent to the collection, use, disclosure and management of your Personally Identifiable Information in accordance with this Privacy Policy. You may withdraw your consent by writing to the Privacy Officer identified in section 16 of this Privacy Policy.
4. **Limiting Collection** – SimplyCast will limit the collection of Personally Identifiable Information to that which is necessary for the purposes identified by SimplyCast in this Privacy Policy or otherwise identified at the time of collection. SimplyCast will collect Personally Identifiable Information by fair and lawful means. SimplyCast collects and

processes personal data for the purposes of servicing SimplyCast accounts, communicating information to you regarding your account, the prevention and detection of fraudulent activity, and to prevent abuse of the system.

5. **Limiting Use, Disclosure, and Retention** – SimplyCast will only use or disclose your Personally Identifiable Information for the purpose for which it was collected except with your consent or as permitted by law. Personally Identifiable Information will only be retained as long as necessary for the fulfillment of such purposes.
6. **Accuracy** – SimplyCast will keep Personally Identifiable Information as accurate, complete, and up to date as is necessary for the purposes for which it is to be used.
7. **Safeguarding Customer Information** – SimplyCast protects Personally Identifiable Information with safeguards appropriate to the sensitivity of the information by maintaining appropriate physical, procedural, and technical security with respect to its offices and information storage facilities so as to prevent any loss, misuse, unauthorized access, disclosure, or modification of Personally Identifiable Information. SimplyCast keeps the Personally Identifiable Information that it collects about you strictly confidential. Only authorized personnel have access to this Personally Identifiable Information. Although SimplyCast uses encryption to protect your information in transit, SimplyCast cannot guarantee that any Personally Identifiable Information that you may choose to disclose via the internet will not be intercepted by third parties. SimplyCast assumes no responsibility for Personally Identifiable Information disclosed through the internet, which is intercepted, diverted, or otherwise accessed.
8. **Openness** – Specific information about our policies and practices relating to the management of Personally Identifiable Information is available to you on the Website. For further information on SimplyCast's Personally Identifiable Information management policies and practices,

please contact the Privacy Officer identified in section 16 of this Privacy Policy.

9. **Individual Access** – You can ask to view your Personally Identifiable Information held by SimplyCast by writing to the Privacy Officer identified in section 16 of this Privacy Policy. Where necessary you can request that corrections be made where you can show that the Personally Identifiable Information about you held by SimplyCast is incorrect or incomplete.
10. **Challenging Compliance** – You are able to address and challenge SimplyCast’s compliance with the above principles and this Privacy Policy by contacting the Data Protection and Privacy Officer identified in section 16 of this Privacy Policy or under applicable law.

## 8. Blogs and Testimonials

If you use a blog on the Website, you should be aware that any Personally Identifiable Information you submit there can be read, collected, or used by other Users of these forums, and could be used to send you unsolicited messages. We are not responsible for the Personally Identifiable Information you choose to submit in these forums. Some of our clients have chosen to post testimonials on our Website. Users hereby provide their approval for SimplyCast to post their Personally Identifiable Information along with these testimonials.

## 9. Live Chat

We use live chat to assist any person with questions regarding the Website (the “Live Chat”). If our Live Chat is offline, we will collect your name and email address so that we may reply to your request. This information is only used for the purpose intended and for no other purpose.

The use of this service is optional, and provided by a third party processor whose privacy policy can be found here:

<https://www.tawk.to/privacy-policy/>

## 10. Use of Cookies

Cookies are small files that a website or its service provider transfers to your computer's hard drive through your web browser that enables websites or service providers' systems to recognize your browser and remember certain information.

We use cookies to ensure you obtain the information you request. When using [www.simplycast.com](http://www.simplycast.com) the cookies you receive do not track any Personally Identifiable Information. These cookies are used only to understand how [www.simplycast.com](http://www.simplycast.com) is used so that we may make improvements to the site on an ongoing basis.

Should you create an account, we will transfer an authenticated session cookie to your browser. This allows us to verify your identity and ensure that you are granted access only to the resources you are authorized to access.

SimplyCast uses Google Analytics on its sites to understand how our site is used, and only uses that information to improve our site and services.

## 11. Security and Integrity of Information

1. We treat our data as assets that must be protected against loss and unauthorized access. We employ information security techniques to appropriately protect confidential information from unauthorized access by users inside and outside SimplyCast. Access to customer information is limited to those employees who have a legitimate business need for that information.
2. SimplyCast's Internet sites and their supporting systems employ generally accepted information security techniques such as firewalls, access control procedures, and cryptography to appropriately protect confidential information from unauthorized access.

3. In the event of a breach of your Personally Identifiable Information or your contact information, we will notify you as soon as we become aware of such a breach and shall follow up with additional information, including what action was taken to limit or correct such a breach.

## **12. Content of Messages**

When you send messages via any form of telecommunication, that message is transmitted between multiple points in order to reach its intended destination. While SimplyCast takes measures to ensure that messages are encrypted in transit, not all mediums support this, and some mediums have only limited support. Messages sent via SimplyCast should not be used to deliver confidential information.

We may review the content of User messages in order to ensure that they comply with our Terms of Use. We may do this manually or we may scan your message content with software to ensure that the content meets our requirements.

## **13. Opt-out and Update Policies**

We offer visitors to the Website a means for controlling the use of session information. If at any time after registering for information or ordering our services you change your mind about receiving information from us or about the use of information volunteered by you, please send us a request specifying your new choice to [compliance@simplycast.com](mailto:compliance@simplycast.com). To opt out of marketing or promotional emails, please either click unsubscribe in the body of the email communication or send an email to [support@simplycast.com](mailto:support@simplycast.com).

## **14. Changes and Updates to the Privacy Policy**

SimplyCast's Website content and features may be updated, revised, modified, and supplemented. SimplyCast reserves the right to change the information, features, products, policies, promotions, disclosures and disclaimers at any time. Changes to this Privacy Policy will be posted on our websites. Please check the policy periodically for

changes. At the beginning of the policy, we indicate the date of an update to the Privacy Policy. The continued use of the SimplyCast Website following the posting of changes to this Privacy Policy will mean you accept those changes. If there is a material change in our data collection, use, or disclosure policies for any of our services, SimplyCast will post this within the site as a method to update our users.

## **15. Sub-contracted PII Processing**

SimplyCast may sub-contract the processing of some or all of your PII or uploaded data to third parties. SimplyCast only uses third parties for the express purpose of processing your data in a manner that is consistent with this Privacy Policy. SimplyCast ensures that third parties are managed carefully and are provided only the information necessary to provide you with the services you have purchased. In any case sub-contracted PII processing is only done in the same country as your data is held (see section 6 of this Privacy Policy).

For more information please contact us using the information in Section 16.

## **16. Contacting Us About Privacy**

If you wish to unsubscribe from SimplyCast's or client's mailing list please send an email to [support@simplycast.com](mailto:support@simplycast.com) or your account manager.

If you have questions about this privacy statement, the practices of this website, or your dealings with our company, please contact:

1. SimplyCast at our mailing address:

14B-780 Windmill Road  
Dartmouth, Nova Scotia, Canada  
B3B 1T3

2. Your account manager

- SimplyCast's Data Protection and Privacy Officer (DPO). Our DPO oversees issues related to data protection and privacy compliance. If you have any questions or concerns regarding this Privacy Policy, you may contact him at [dataprotection@simplycast.com](mailto:dataprotection@simplycast.com).

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**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**BY-LAW NO. 2025-06**

**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 14<sup>th</sup> day of January, 2025.

\_\_\_\_\_  
David Moore, Mayor

\_\_\_\_\_  
Karlee Britton, Clerk/Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 14<sup>th</sup> day of January, 2025.

---

David Moore, Mayor

---

Karlee Britton, Clerk/Administrator



## 22. Unfinished Business

Date	Res. No.	Item & Description	Assigned to	Status
		Deerfield-Bay Road Upgrades	Public Works & Administration	No response from the Association, project on hold.
		Stoney Road, Dockside Drive and Bruce Trail (Fire Route 152, 152A, 152B) Road Upgrades	Public Works & Administration	Road studies completed. Documents have been forwarded to the Manitou Cottage Association. A petition is requested to be received by January 31, 2025.
		Hurdville Road Reconstruction (1.9KM)	Public Works & Administration	Engineer drafting drawings and tender for work, to be started and completed Spring/Summer 2025.
Mar. 7/23	<b>23-204</b>	By-law 2023-23 Being a By-law to Regulate Dogs in the Township	By-law Enforcement	By-law deferred at Dec. 19/23 meeting. BLEO to make updates and present to Council at a future meeting.
Jul. 4/23	<b>23-470</b>	Re-name Hart Road (formerly Fire Route 306)	Administration	Residents on road have been contacted, they are coming up with another name.
Nov. 21/23	<b>23-726</b>	Placement of a Dry Hydrant	Fire Department	An item on the 2025 Draft Capital Budget. FC & PW Superintendent will determine a suitable location.
Jan. 9/24	<b>24-013</b>	Purchase and Circulation of Transfer Station Permits	Administration	In-house proof to be circulated to Council for approval.
Jan. 9/24	<b>24-017</b>	By-law 2024-03 Adopt a Human Resources Policy	Administration	To be discussed at a future meeting in Closed Session.
Feb. 7/24	<b>24-080</b>	By-law 2024-15 Being a By-law to Amend the Parking By-law (with respect to fees)	By-law Enforcement	Report to Council with area Municipality fees.
Mar. 1/24	<b>24-107</b>	Quotations for Playground Equipment for Broadbent Ball Park	Administration	Surveys have been collected.
Mar. 19/24	<b>24-160</b>	New Fees & Charges By-law	Administration	
Sept. 3/24		Review Cemetery By-law		
Sept. 17/24	<b>24-520</b>	Information Session for Various Pavement Products used on Municipal Roads	Public Works	Miller available the week of January 13 <sup>th</sup> or 20 <sup>th</sup> to provide a presentation to Council.
Nov. 19/24	<b>24-562</b> <b>24-616</b>	Payment to Belvedere Heights	Finance	Waiting on more information from the Board of Management prior to remitting payment.
Dec.17/24	<b>24-680</b>	Agreement with SimplyCast for Notification Software	Administration	Contacted SimplyCast for their Privacy Policy as personal information will be collected through the software.
Dec.17/24	<b>24-681</b>	A By-law to Authorize a Loan Guarantee for the Belvedere Heights Home for the Aged Board of Management	Admin/ Finance	The Board's Secretary-Treasurer has been invited to attend the Jan. 14/25 Committee of the Whole to answer questions from Council.



December 12, 2024

- Get access to MIDAS!
- Integrated Energy Resource Plan Consultation.
- Climate Ready Infrastructure Service (CRIS) registration now open.
- Intake announcement - Canada Housing Infrastructure Fund.
- ROMA Program - So many great concurrent sessions!
- ROMA Pre-conference workshop January 18 - Two Keys to Municipal Success.
- AMO is here to support your leadership - 2025 Workshops.
- Now available - On-demand municipal investment training.
- Blog: LAS' 2024 Year End Message.
- Plan your purchases with Canoe.
- Careers.

#### **AMO Matters**

MIDAS - the [Municipal Information & Data Analysis System](#) - provides access to the Financial Information Returns (FIRs) data to all Ontario municipalities. MIDAS converts FIR data into meaningful reports. For access, municipal elected officials and municipal staff can email [MIDASAdmin@amo.on.ca](mailto:MIDASAdmin@amo.on.ca).

#### **Provincial Matters**

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 free expert advice on how to build climate-resilient infrastructure plans and projects. Apply [here](#).

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.

Do you want to enhance your understanding of municipal investments? [This new on-demand training](#) for municipal finance staff will review the *Municipal Act* investment rules/regulation, discuss current municipal finance challenges, and overview the available investment options for the municipal sector.

## **LAS**

One of the broad themes for 2024 was learning how the municipal sector, and LAS specifically, can help solve big problems. [Read more about LAS activities and outcomes](#) for 2024 and our future areas of focus.

The [Canoe Procurement Group](#) makes it easy to get budget pricing for your future purchases. Let our procurement experts do the work for you. [Contact Sarah](#) to learn more.

## **Careers**

[Regional Directors, \(Central Region and West Region\)](#) - Ministry of Children, Community and Social Services. Closing Date: December 20, 2024.

[Secretary-Treasurer, Committee of Adjustment - City of Hamilton](#). Closing Date: January 15, 2025

[Growth Management Services Coordinator - King Township](#). Closing Date: January 3, 2025.

[Manager, Cybersecurity and Risk - City of Windsor](#). Closing Date: December 20, 2024.

[Fire Inspector - City of Kingston](#). Closing Date: January 2, 2025.

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## **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!

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## **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](#)

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# AMO Watchfile



December 19, 2024

*Everyone at AMO wishes you, your friends and family,  
and your community a happy and safe holiday season!*

- Toronto joining AMO in 2025.
- AMO's Healthy Democracy Forum report released.
- AMO Holiday office closure.
- Implementation date of excess soil landfill restriction changed.
- Climate Ready Infrastructure Service (CRIS) registration now open.
- We are a month away from ROMA 2025 Conference!
- ROMA pre-conference workshop January 18 - *Two Keys to Municipal Success*.
- Asset Management workshop at ROMA Conference - Sunday January 19.
- Interested in hearing about the ROMA Board of Directors strategic work?
- Take advantage! AMO Education discount registration rates.
- Upgrades for a brighter 2025!
- Apply for the Invasive Species Action Fund.
- Municipal flood resilience in action training.
- Careers.

### **AMO Matters**

On December 17th, Toronto City Council approved the renewal of the City's membership in AMO beginning in 2025. Toronto becomes a member of AMO on January 1st. The AMO Board welcomed the decision, which builds on a strong record of collaboration between AMO and Toronto and creates a stronger collective voice for municipal government to advance good public policy in Ontario.

AMO's inaugural Healthy Democracy Forum on October 19 and 20, 2024 welcomed 154 participants for three comprehensive conversations about diverse representation, youth engagement, and accelerating local democratic engagement in your communities. You can now access our [Forum Report Back](#) to go along with speeches and presentations from two remarkable days.

Please note the AMO office will be closed from December 25, 2024 through January 1, 2025. The office will reopen on January 2, 2025. The next issue of the Watchfile will be on January 9.

### **Provincial Matters**

Ontario has made [amendments to Ontario Regulation 406/19](#) to change the in-effect date of a provision to restrict landfilling cleaner excess soil, from January 1, 2025 to January 1, 2027.

### **Federal Matters**

Municipalities with populations 30,000 and under can now access the CRIS expert-matching service to get free expert advice on how to build climate-resilient infrastructure plans and projects. Apply [here](#).

### **Education Opportunities**

The ROMA *Rural Routes* Conference will be a remarkable event. The 2025 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](#).

*Beyond the Numbers: Building a Brave Culture for Asset Management Success* - don't miss this free workshop delivered by Christina Benty and focused on sharpening your strategic asset management decision making and planning skills. More [information on content available here](#).

Meet with your ROMA Board members Zone representative on [Sunday January 19](#) to engage in the key advocacy issues in focus for the Board over 2025. You can [find your zone here](#).

AMO continues to advance its education programming and for a limited time, we are offering [half price registration](#). Take advantage of this offer, in the meantime, [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**

Thinking of LED upgrades in 2025? Check out our [LAS Facility Lighting Service](#) - Your complete turn-key solution for all your municipal lighting needs - both inside and out! [Contact us](#) today for your free proposal.

#### **Municipal Wire\***

The call for applications to the Invasive Species Action Fund is open. These funds support municipal action on critical invasive species. Visit our [website](#) to learn more and apply.

Enhance municipal flood preparedness and implementation with expert-led virtual training from the Federation of Canadian Municipalities and the Intact Centre, focused on the [Municipal Flood Risk Check-Up](#). [Register here](#).

#### **Careers**

[Program Administrator \(Workforce Development\) - Association of Municipalities of Ontario \(AMO\)](#).  
Closing Date: January 31, 2025.

[Director of Finance and Administration - Manitoulin-Sudbury District Services Board](#). Closing Date: January 10, 2025.

[Request for Proposals for the provision of Assertive Street Outreach Services - County of Simcoe](#).  
Closing Date: January 31, 2025.

[Director of Municipal Infrastructure - Municipality of Brighton](#). Closing Date: January 12, 2025.

[Commissioner, Transportation & Infrastructure Services - City of Kingston](#). Closing Date: January 19, 2025.

[Director, Legal Services & City Solicitor - City of Kingston](#). Closing Date: January 19, 2025.

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**About AMO**

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[ONE Investment](#)

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**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2024-5801

December 12, 2024

Dear Head of Council,

I am pleased to inform you of the introduction of the proposed Municipal Accountability Act, 2024 on December 12, 2024, which, if passed, would make changes to the *Municipal Act, 2001* and *City of Toronto Act, 2006* to strengthen the municipal code of conduct and integrity commissioner framework.

I appreciate the valuable feedback we have received from municipalities and share your commitment to safe and respectful workplaces. The proposed changes, if passed, would:

- enable the creation of a standard municipal code of conduct and standard municipal integrity commissioner investigation processes to help ensure consistency across all Ontario municipalities;
- create a role for the Integrity Commissioner of Ontario in municipal code of conduct and integrity commissioner matters, including providing training to municipal integrity commissioners; and
- establish a mechanism to remove and disqualify members of council and certain local boards for a period of four years for the most serious code of conduct violations following a recommendation from the local integrity commissioner, a concurring report from the Integrity Commissioner of Ontario, and a unanimous vote of council.

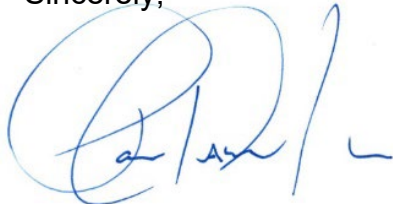
In the coming months, I will want to hear your feedback on the Bill as well as other matters regarding local accountability regimes. I look forward to seeing many of you at the upcoming Rural Ontario Municipal Association conference, where we will have the opportunity to discuss these changes and other matters of importance to your communities.

If passed, important work to develop the regulations to support this new framework would lie ahead, and I remain committed to engaging with you throughout that process. Our intention is to have these changes in effect for the new term of councils beginning in Fall 2026 to ensure there is adequate opportunity for local implementation.

For more information on these amendments, please see the [news release](#). To share your comments on the proposed legislation, please see a posting on the [Regulatory Registry](#) that will be open for comments for 60 days.

If you have any questions regarding these new provisions, please contact your local [Municipal Services Office](#) with the Ministry of Municipal Affairs and Housing.

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: Jessica Lippert, Chief of Staff  
Owen Macri, Deputy Chief of Staff  
Martha Greenberg, Deputy Minister  
Caspar Hall, Assistant Deputy Minister, Local Government Division  
Sean Fraser, Assistant Deputy Minister, Municipal Services Division  
Municipal Clerks and CAOs



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

December 10, 2024

**Resolution No. 2024-478**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Lamb

5.4(b) – McDougall Township

**WHEREAS** The Council of the Municipality of Whitestone has received a copy of The Municipality of McDougall Resolution 204-105 via email; and

**WHEREAS** within the Resolution 204-105 The Municipality of McDougall is seeking to withdraw from the Parry Sound and Area Planning Board (PSAB); and

**WHEREAS** The Municipality of McDougall has made a request to the Ministry of Municipal Affairs and Housing (MMAH) to authorize The Municipality of McDougall’s withdrawal from the Parry Sound and Area Planning Board; and

**WHEREAS** The Municipality of Whitestone is a member of the Parry Sound and Area Planning Board and has 2 representatives on the Board; and

**WHEREAS** The Council of the Municipality of Whitestone believes that The Parry Sound and Area Planning Board provides vital planning direction and decision making for its members consisting of the Township of Carling, The Municipality McDougall, The Township of McKellar, and The Municipality of Whitestone;

**THAT** The Council of the Municipality of Whitestone does not support the Municipality of McDougall request for its withdrawal from the Parry Sound and Area Planning Board; and

**FURTHER THAT** a copy of this resolution be forwarded to the Municipality of McDougall, Paul Calandra and Christopher Brown of The Minister of Municipal Affairs and Housing, MPP Graydon Smith, The Parry Sound and Area Planning Board Township of Carling, The Township of McKellar.

**Recorded Vote requested by Mayor Comrie:**

		YEAS	NAYS	ABSTAIN
<u>3</u>	Councillor Bray		X	
<u>4</u>	Councillor Lamb	X		
<u>1</u>	Councillor Nash	X		
<u>2</u>	Councillor Woods	X		
<u>5</u>	Mayor Comrie		X	

**Carried**



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

December 10, 2024

**Resolution No. 2024-477**

**Moved by:** Councillor Nash

**Seconded by:** Councillor Woods

5.4 Parry Sound Area Planning Board – Requests to Exit

5.4(a) – Carling Township

**WHEREAS** The Township of Carling has made a request to The Ministry of Municipal Affairs and Housing (MMAH) to authorize The Township of Carling’s withdrawal from the Parry Sound and Area Planning Board

**WHEREAS** The Municipality of Whitestone is a member of the Parry Sound and Area Planning Board and has 2 representatives on the Board; and

**WHEREAS** The Council of the Municipality of Whitestone believes that The Parry Sound and Area Planning Board provides vital planning direction and decision making for its members consisting of the Township of Carling, The Municipality McDougall, The Township of McKellar, and The Municipality of Whitestone; and

**THAT** The Council of the Municipality of Whitestone does not support the Township of Carling’s request for its withdrawal from the Parry Sound and Area Planning Board; and

**FURTHER THAT** a copy of this resolution be forwarded to The Township of Carling, Paul Calandra and Christopher Brown of The Minister of Municipal Affairs and Housing, MPP Graydon Smith, The Parry Sound and Area Planning Board Municipality of McDougall, The Township of McKellar.

**Recorded Vote requested by Mayor Comrie:**

		YEAS	NAYS	ABSTAIN
<u>4</u>	Councillor Bray		X	
<u>1</u>	Councillor Lamb	X		
<u>2</u>	Councillor Nash	X		
<u>3</u>	Councillor Woods	X		
<u>5</u>	Mayor Comrie		X	

**Carried**

**Ministry of Natural  
Resources**

Office of the Associate  
Minister of Forestry and  
Forest Products

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-314-2301

**Ministère des Richesses  
naturelles**

Bureau du ministre  
Associé des Forêts et des  
Produits forestiers

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301



316-2024-25

December 13, 2024

His Worship David Moore  
Mayor  
Township of McKellar  
[dmoore@mckellar.ca](mailto:dmoore@mckellar.ca)  
[DeputyClerk@mckellar.ca](mailto:DeputyClerk@mckellar.ca)

Dear Mayor Moore:

Thank you for sharing with me and my colleagues the Township of McKellar's resolution supporting the Ontario Forest Industries Association's recommendations on how Ontario can better support the forest sector.

I want to express how disappointed we were to hear of Domtar and AV Terrace Bay's decisions to idle their mills.

While we continue to look for opportunities to restart idled pulp and paper mills, we are acutely aware that sawmill by-product inventories, particularly wood chips, are growing. In response, the Ministry of Natural Resources recently launched the Ontario Sawmill Chip Support Program. The program is a short-term relief measure that will provide grants to licensed Ontario Forest Resource Processing Facilities (mills) that urgently need to reduce their by-product/wood chip inventories.

Ontario's Forest Biomass Program supports the ministry's longer-term vision to grow the forest industry by increasing wood utilization across the province, commercialize new uses for forest biomass, and facilitate Indigenous led projects and participation in forest biomass sectors. Over the next three years, Ontario will be making an investment of \$60 million in the Forest Biomass Program to attract innovative and novel investments to further develop markets for underutilized wood and mill by-products such as wood chips.

The ministry continues to closely monitor the current state of the forest industry. We often meet with forest industry representatives to discuss current challenges and short- and long-term opportunities, and we value the input of communities on how best to move forward.

Thank you again for writing.

Sincerely,

A handwritten signature in cursive script that reads "K. Holland".

The Honourable Kevin Holland  
Associate Minister of Forestry and Forest Products

- c:     The Honourable Graydon Smith, Minister of Natural Resources  
          The Honourable Peter Bethlenfalvy, Minister of Finance  
          The Honourable George Pirie, Minister of Mines  
          The Honourable Vic Fedeli, Minister of Economic Development, Job Creation  
          and Trade  
          The Honourable Todd McCarthy, Acting Minister of the Environment,  
          Conservation and Parks  
          The Honourable Minister Stephen Lecce, Minister of Energy and Electrification  
          The Honourable Sam Oosterhoff, Associate Minister of Energy - Intensive  
          Industries  
          Andrea Strawson, Executive Director, Northwestern Ontario Municipal  
          Association

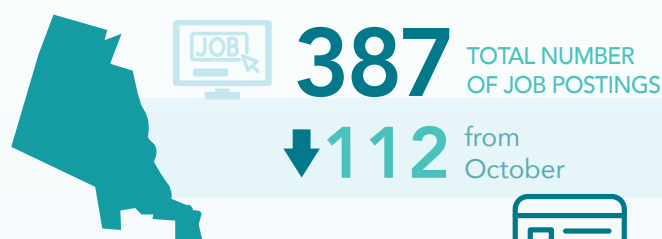
# MONTHLY JOBS REPORT

NOVEMBER 2024

The Labour Market Group  
Guiding partners to workforce solutions.

## NIPISSING DISTRICT

There were 387 job postings recorded for Nipissing District in November. While this figure represents a significant decrease in month-over-month (-22.4%, -112) comparisons, it is a slight decrease in year-over-year (-4.4%, -20) comparisons. Therefore, the decrease in month-over-month numbers is not a huge concern and can be attributed to annual seasonal changes. 178 Unique employers posted jobs in November; marking a decrease in year-over-year (-24.3%, -57) and month-over-month (-18.0%, -39) comparisons.



### OF THE 387 JOB POSTINGS



**100%**

Collected from online sources.



**9%**

(35) Requiring a bilingual individual.

**15.5%**  
(60) Criminal Record Check



For postings that listed an annual salary.



**\$86,996.86/year**  
AVERAGE



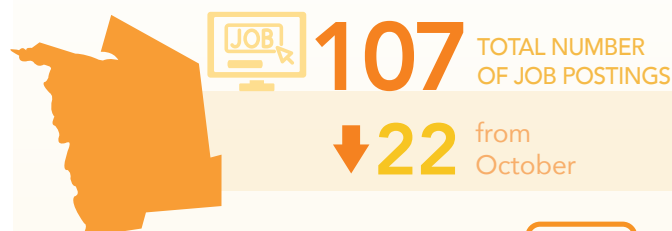
**\$26.68**  
HOURLY WAGE

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

Of the 152 postings which listed an hourly wage 9.2% (14) were listed at the provincial minimum wage of \$17.20/hour.

## PARRY SOUND DISTRICT

There were 107 job postings recorded for the Parry Sound District in November. This is a decrease in month-over-month (-17.1%, -22) comparisons but almost similar to year-over-year (-3.6%, -4) comparisons. 57 Unique employers posted jobs in November; a notable decrease; +28.8% (-23) to the previous month's figure of 80, and a slight decrease to the previous year's (-12.3%, -8) figure of 65.



### OF THE 107 JOB POSTINGS



**100%**

Collected from online sources.



**3.7%**

(4) Requiring a bilingual individual.

**10.3%**  
(11) Criminal Record Check



For postings that listed an annual salary.



**\$77,392.11/year**  
AVERAGE

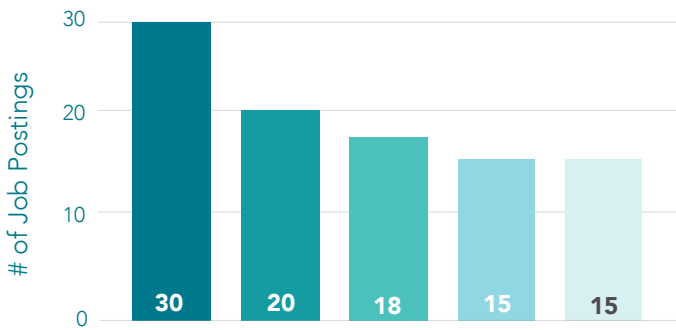


**\$24.62**  
HOURLY WAGE

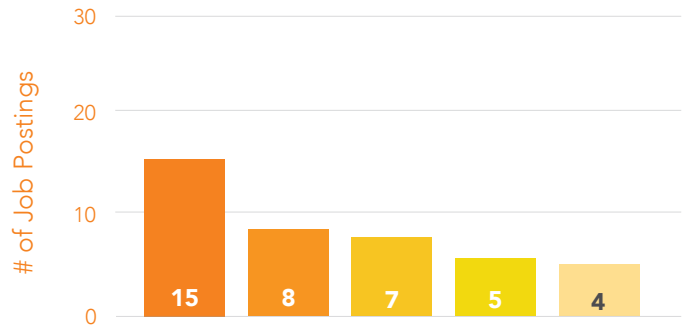
The average hourly wage in November for those postings which listed one.

Of the 55 postings which listed an hourly wage only 2 were listed at the provincial minimum wage of \$17.20/hour.

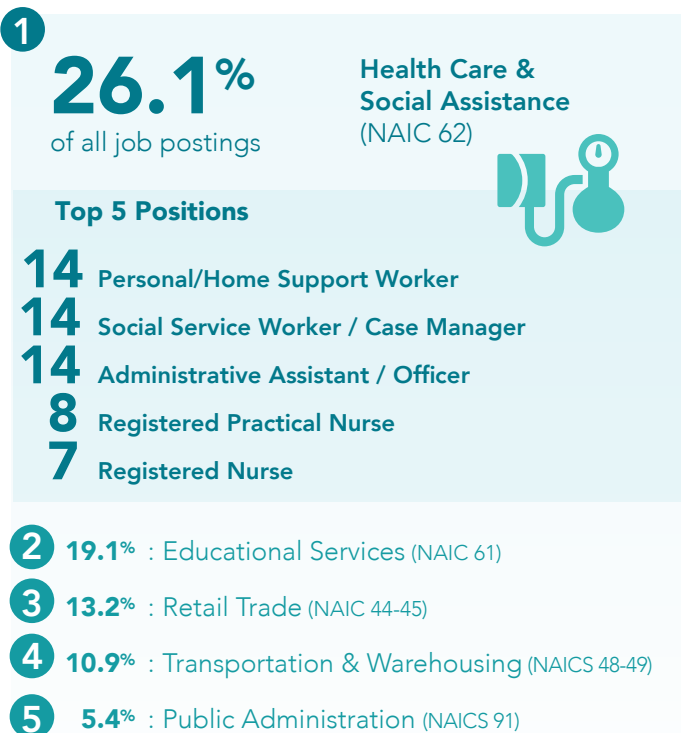
## TOP 5 EMPLOYERS POSTING JOBS



## 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 November with 26.1% (101) of the total, it also saw the largest month-over-month increase in job posting representation with a +3.7% change from October. The largest month-over-month decrease occurred within the Construction (NAICS-23) industry with a -2.6% decrease from the October numbers.

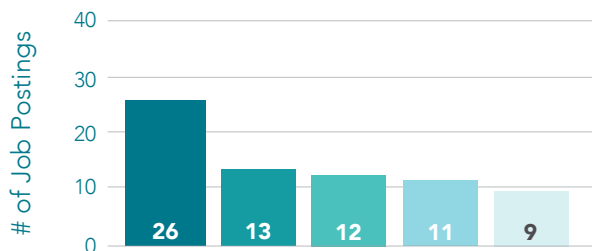
## TOP 5 INDUSTRIES HIRING (NAICS)



The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in November with 32.7% (35) of the overall share amongst all major industry classification. Similar to Nipissing, it also saw the largest month-over-month increase in job posting representation with a +4.8% change from October. The Retail Trade (NAICS-44-45) industry saw the largest month-over-month decrease of -3.7% when compared to October, but was still one of the top 3 contributors.

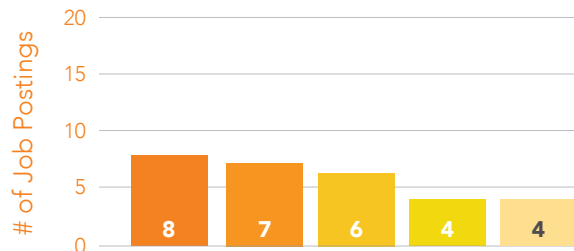
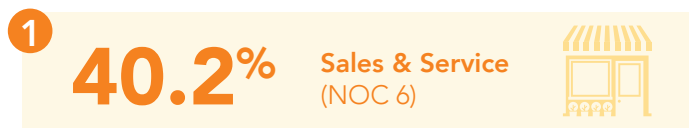


## TOP 3 OCCUPATIONAL CATEGORIES (NOC)

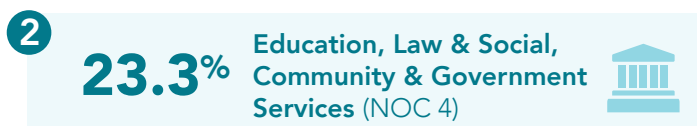


- Sales Associate / Representative
- Cleaner / Housekeeper / Janitor
- Customer Service Representative
- Clerk / Cashier
- Food Service Worker / Barista

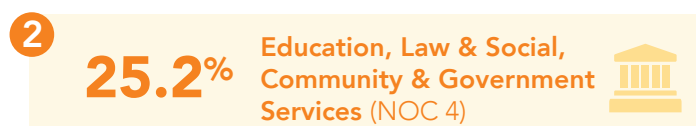
## TOP 3 OCCUPATIONAL CATEGORIES (NOC)



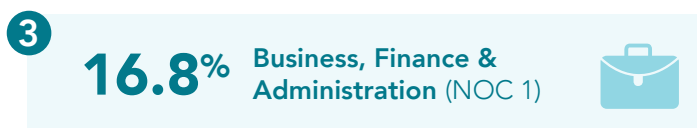
- Sales Associate / Representative
- Food Service Worker
- Cook / Chef / Baker
- Food Service Supervisor/Manager
- Clerk



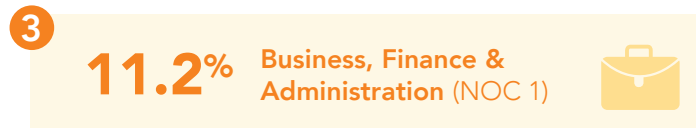
- Teacher - Elementary/Secondary (20)
- Social Service Worker / Case Manager (18)
- Early Childhood Educator / Assistant (8)
- Educational Assistant - Elementary/Secondary (8)
- Professor/Instructor - College/University (4)



- Social Service Worker / Case Manager (10)
- Personal Support Worker (5)
- Early Childhood Educator / Assistant (5)
- Teacher - Elementary/Secondary (4)
- Social Work Coordinators (2)



- Administrative Assistant / Officer (19)
- Finance Officer (8)
- Human Resources Professional (6)
- Procurement / Logistics (6)
- Accountant / Bookkeeper (6)



- Administrative Assistant / Officer (8)
- Documentation Specialist (1)
- Banking Advisor (1)
- Dispatcher (1)
- Human Resources Professional (1)

Sales and Service (NOC-6) based occupations made up the largest portion of job postings with 25.1% (97) of all postings in November when compared to the major occupational classifications, however, it also saw the largest decrease. It was the Business, Finance and Administration (NOC 1) based occupations that saw the largest month-over-month increase with a 3.6% change.

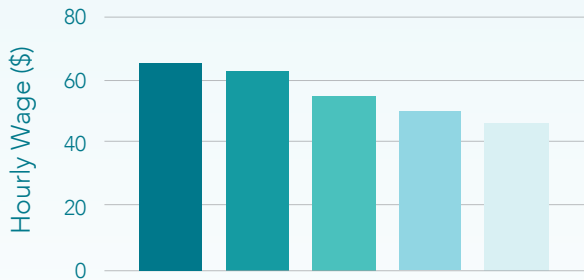
Sales and Service (NOC-6) based occupations represented the largest number of job postings in November with 40.2% (43) of all postings when compared to the other occupational classifications. This occupational classification also saw the largest month-over-month increase; +10%. Trades, Transportation, and Equipment Operators (NOC-7) occupations saw the largest month-over-month decrease in job posting share of -7.1%.

## TOP 5 HOURLY WAGE VACANCIES



**\$65.00**

**Sales and Marketing Manager**  
@ Moyer Printing



**\$62.23** Social Service Worker - After Hours  
@ Nijjaansinaanik Child and Family Services

**\$54.58** Client Service Supervisor  
@ District of Nipissing Social Services Administration Board

**\$49.34** Information Services Technologist - Infrastructure  
@ Canadore College - College Drive

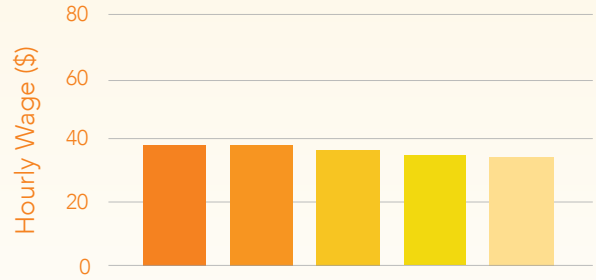
**\$46.08** Project Leader - Academic Initiatives  
@ Canadore College - College Drive

## TOP 5 HOURLY WAGE VACANCIES



**\$38.46**

**Resort Manager**  
@ Jolly Roger Inn & Resort



**\$38.32** Case Manager - Community Outreach and Support Team  
@ Canadian Mental Health Association - Muskoka Parry Sound Branch

**\$36.75** Insulator  
@ Revival timberworks

**\$34.73** Dispatcher - Ambulance Communications Officer  
@ West Parry Sound Health Centre

**\$34.00** Rehabilitation Therapy Assistant  
@ Invisible-Care

## TOP 3 ANNUAL SALARY VACANCIES

**\$200,000.00**

**Sales Manager - Retail**  
@ 401 Auto - North Bay Chrysler



**\$150,000.00**

**Dentist - Associate**  
@ Sturgeon Dental

**\$145,205.00**

**Structural Engineer**  
@ Ministry of Transportation

**Lowest Annual Salary \$37,356.80**

**Early Childhood Assistant**  
@ YMCA of Northeastern Ontario

The average hourly wage in November, for those postings which listed (39.3%) one, was \$26.68/hour. This is fairly similar to the current 12-month average of \$26.44/hour. Of the 152 postings, which listed an hourly wage, 9.2% (14) were listed at the provincial minimum wage of \$17.20/hour. This is a sharp increase from previous months but important to remember that there was an increase in minimum wage by \$0.65/hour in October. For postings that listed an annual salary, the average was \$86,996.86/year. This is a significant increase (+13.3%) to the current 12-month average of \$76,788.33/year.

## TOP ANNUAL SALARY VACANCY

**\$120,000.00**

**Maintenance Manager**  
@ Crofters Food Ltd



**\$96,438.00**

**Chief Administrative Officer**  
@ Corporation of the Township of Chisholm

**\$90,070.80**

**Resource Management Coordinator**  
@ Ontario Public Service

**Lowest Annual Salary \$48,885.00**

**Office Administrator - Branch**  
@ Edward Jones

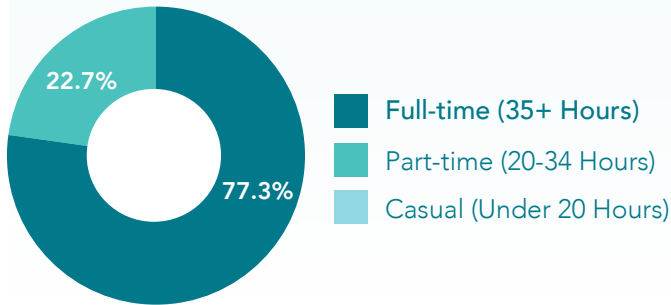
The average hourly wage in November for those postings which listed (51.4%) one was \$24.62/hour. This figure is a noticeable decrease; -8.8% (+\$2.37/hour), to the current 12-month average of \$27.00/hour, but it is important to note that there was a significant increase (14.2%) in the number of jobs which posted a wage and so this month's average is likely more accurate. Of the 55 postings which listed an hourly wage only 2 were listed at the new provincial minimum wage of \$17.20/hour. The average annual salary listed was \$77,392.11; higher; +9.3% (+\$6,578.88/year), than the current 12-month average annual salary of \$70813.23/year.

## FULL-TIME / PART-TIME BREAKDOWN

**77.3%** of listings in November

↓ **3.3%**  
from October

77.3% (299) of the listings in November indicated that the employment offered would be classified as full-time. This figure represents a slight decrease; -3.3%, from the previous month when 80.6% of the job postings were classified as full-time.



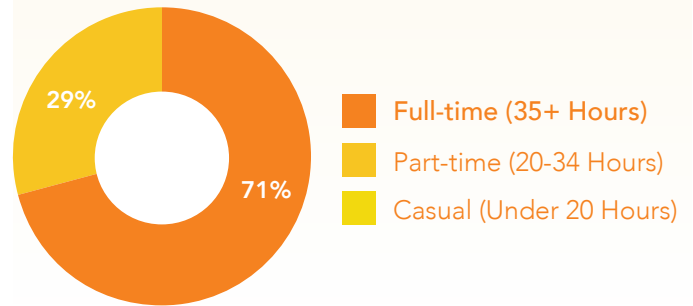
**387** Postings listed hours offered (100%)

## FULL-TIME / PART-TIME BREAKDOWN

**71%** of listings in November

↓ **10.4%**  
from October

71% (76) of the listings in November indicated that the employment offered would be classified as full-time. This is a noticeable decrease; -10.4%, from the previous month where 81.4% of the job postings were classified as full-time.



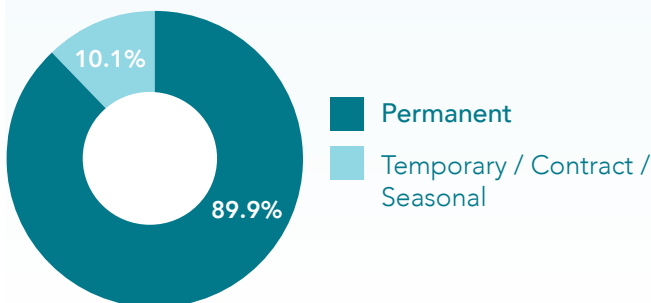
**107** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**89.9%** of listings in November

↑ **0.5%**  
from October

89.9% (446) of the listings in November stated that the opportunity in question would be permanent. This is nearly identical (+0.5%) to the previous month's figure of 89.4%.



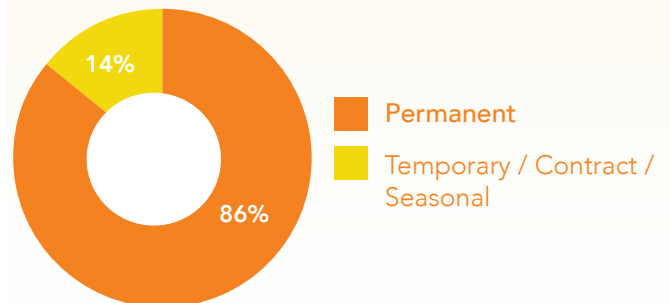
**387** Postings listed hours offered (100%)

## TERM OF EMPLOYMENT

**86%** of listings in November

↓ **8.6%**  
from October

86% (92) of the listings in November stated that the opportunity in question would be permanent. This is lower (-8.6%) than the previous month's figure of 94.6%.



**107** Postings listed hours offered (100%)

# ALL EMPLOYERS WITH POSTINGS IN MONTH



## NIPISSING DISTRICT

401 Auto - North Bay Chrysler  
A&S Towing  
A&W (Sturgeon Falls)  
A.G. Electric LTD  
A1 Blasting Mats  
Abell Pest Control Inc.  
Advance Auto Parts Inc.  
AECOM  
Airport Animal Hospital  
Algonquin Nursing Home of Mattawa  
Alzheimer Society Sudbury-Manitoulin  
North Bay and Districts  
Ardene  
Arrowhead Gas Bar  
BeaverTails  
BENEFIT COSMETICS SERVICES  
Bentley & Co Ltd  
Binx Professional Cleaning  
Boutique La Vie en Rose Inc.  
Bradwick Property Management  
Brandt Industries  
BVD Holdings North Bay Inc.  
Caisse Alliance  
Callon Dietz  
Campus Living Centres  
Canada Post  
Canadian Addiction Treatment Centres  
Canadian Addiction Treatment Pharmacy  
Canadian Mental Health Association  
- North Bay and Area  
Canadian Shield Health Care Services Inc.  
Canadian Tire Corporation Ltd  
Canadore College - College Drive  
Canadore College - Commerce Court  
Canor Construction  
CarePartners  
CARQUEST Canada Ltd.  
Cascades Casino  
Cecil's Brewhouse & Kitchen  
CIBC  
Circle K - North Bay  
Community Living North Bay  
Conseil Scolaire Catholique Franco-Nord  
Conseil scolaire public du Nord-Est de l'Ontario  
Contrans Flatbed Group  
Crisis Centre North Bay  
Currie Truck Centre  
Dentistry on Worthington  
District of Nipissing Social Services  
Administration Board  
Dr L Waja  
EMCO Corporation  
Enbridge Inc.  
Enterprise Rent-A-Car  
Fastenal  
FDM4  
FedEx Express Canada  
Fire & Flower Inc  
First Student / First Transit  
Fix Auto North Bay  
GardaWorld  
George Stockfish, CARSTAR  
Gervais Restaurant and Tavern,  
Country Style Donuts  
Giant Tiger - North Bay  
Gincor Werx  
GoodLife Fitness  
Guy's Tire Sales Inc  
Hands, TheFamilyHelpNetwork.ca  
Hearing Life Canada  
Home and Community Care Support Services  
Home Instead Senior Care  
Homewood Suites by Hilton North Bay  
HOSE TECH  
Indigo Books & Music  
Intelcom Express  
Invisible-Care  
IPC  
Kal Tire  
Kaltech Mining Services Ltd.

Karis Disability Services (formerly  
Christian Horizons)  
Kelly Services  
Kennedy Insurance Brokers Inc.  
Kia North Bay  
Lakeshore Dental Care  
Lisa's Doghouse  
M L Moore and Sons  
Manitoulin Group of Companies  
Marina Point Village  
Mattawa Hospital  
Mattawa River Resort  
McDonald's  
McDougall Energy Inc.  
MetricAid  
Metro - North Bay  
Ministry of the Attorney General  
Ministry of the Environment,  
Conservation and Parks  
Ministry of the Solicitor General  
Ministry of Transportation  
Miss Jones Cannabis Outposts  
Monteith Correctional Complex  
Moores  
Moyer Printing  
Municipality of West Nipissing  
National Defence  
National Diabetes Trust  
National Veterinary Associates  
Near North District School Board  
New North Exteriors  
Nijjaansinaanik Child and Family Services  
Nipissing Transition House  
Nipissing University  
Nipissing-Parry Sound Catholic  
District School Board  
Nordic Minesteel Technologies Inc.  
North Bay & District Multicultural Centre  
North Bay Cycle and Sports  
North Bay Eats / Cecil's Brewhouse & Kitchen  
North Bay Humane Society  
North Bay Oral Surgery  
North Bay Regional Health Centre  
North Bay Welding & Metal Fabrications Inc.  
North Care Dental  
Northern Dental Specialty Group  
Northern Diversified Limited  
Northern Shores Pharmacy  
Nova Stone  
Ontario Health  
Ontario Northland  
Ontario Public Service  
Ottawa Valley Railway Ltd.  
Paramed Home Health Care  
PHARA  
Plan A Long Term Care Staffing  
and Recruitment  
QE Home /Quilts Etc  
Rahnmet  
Redpath Mining Contractors and Engineers  
Roots Canada  
SafeSight Exploration Inc.  
Scotiabank - Mattawa  
Scotiabank - North Bay  
Serco Canada Inc.  
ServiceMaster Restore North Bay  
Shoppers Drug Mart / Pharmaprix  
Sienna Senior Living  
Sobeys Flowers  
Spencer Gifts  
Spirit Halloween  
Springer Animal Hospital  
Staples Canada  
Stock Transportation  
STUDYBUDDY CANADA  
IMMIGRATION INC.  
Sturgeon Dental  
Sturgeon Falls Auto Sports & Marine  
Subway - Pinewood Park Drive  
Subway - Sturgeon Falls  
Talize  
Tan Tan Wok  
TD Bank - North Bay  
TELUS Communications Inc.

The Corporation of the City of North Bay  
The Erb Group of Companies  
The Home Depot - North Bay  
The Sisters of St. Joseph of Sault Ste. Marie  
The Skyline Group of Companies  
The Submarine Place  
The TJX Companies  
Thermo Coustics Limited  
Tranquil Care Inc.  
Trans Canada Safety  
Tutor Match  
Twiggs Coffee Company Inc  
Union of Ontario Indians  
Victorian Order of Nurses / VON  
Volkswagen North Bay  
Voyageur Aviation Corp  
Voyago  
Wacky Wings  
Walmart - North Bay  
Waters Edge Care Community  
West Nipissing General Hospital  
Wine Rack - North Bay, ON  
YMCA of Northeastern Ontario

The Wagon Wheel  
Tim Hortons - Parry Sound  
Tim Hortons Foundation Camps  
Township of McKellar  
True North Cannabis Company  
Victorian Order of Nurses / VON  
Walmart - Parry Sound  
West Parry Sound District Museum  
West Parry Sound Health Centre  
Westburne  
YMCA of Simcoe/Muskoka



## PARRY SOUND DISTRICT

All Heart Pet Rescue  
Alouette Bus Lines  
Aramark Canada Ltd.  
Bayshore Health Care  
Bernard's Bistro On The Lake  
Best Western Plus Parry Sound  
Canada Post  
Canadian Mental Health Association  
- Muskoka Parry Sound Branch  
Canadore College - Parry Sound Campus  
CarePartners  
Connor Industries  
Corporation of the Township of Chisholm  
Crofters Food Ltd  
Dawson Dental - Callander Bay Dental  
Dent Bay Baking Company  
District of Parry Sound Social Services  
Administration Board  
Edgewater Park Lodge  
Edward Jones  
Fowler Construction Company Limited  
Hands, TheFamilyHelpNetwork.ca  
Home Depot  
Invisible-Care  
Jolly Roger Inn & Resort  
KFC - Parry Sound  
Lakeland Long Term Care Services  
Corporation  
Lakeside Cottage Care  
M&M Food Market  
Maple Dips Incorporated  
McDonald's  
Municipality of Powassan  
Near North District School Board  
Nijjaansinaanik Child and Family Services  
Nipissing-Parry Sound Catholic  
District School Board  
Oakcrest Co.  
Ontario Public Service  
Parry Sound Home Hardware  
Pepsico  
Pizza Hut  
Revival timberworks  
Royal Bank of Canada  
Shawanaga First Nation  
SNDL  
Sobeys - Parry Sound  
Subway  
Sunrise Inn  
The Home Depot - Parry Sound



# 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 **readsethired.ca**.

**Readsethired.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  
readsethired.ca  
info@thelabourmarketgroup.ca



**The Labour Market Group**  
Guiding partners to workforce solutions.

December 2024

# LABOURFOCUS



The Labour Market Group

## IN THIS EDITION

NUMBER OF BUSINESSES BY EMPLOYEE SIZE RANGE, JUNE 2024

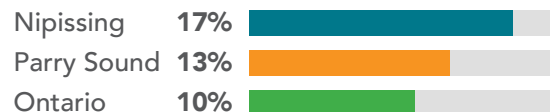
HIGHLIGHTS OCTOBER LABOUR FORCE SURVEY

## NUMBER OF BUSINESSES BY EMPLOYEE SIZE RANGE, JUNE 2024



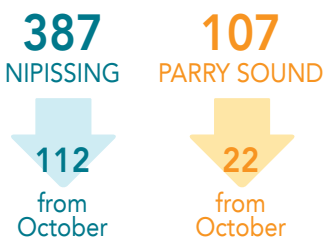
**NUMBER OF SMALL FIRMS:** Businesses are by far made up of **small establishments.**

### FIRMS WITH 5 TO 49 EMPLOYEES:



## JOBS REPORT NOVEMBER 2024

TOTAL NUMBER OF JOB POSTINGS



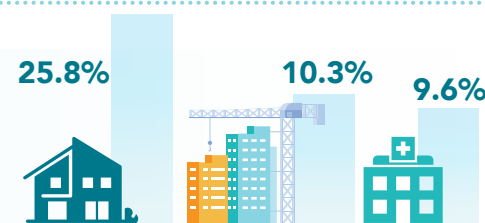
TOP INDUSTRY WITH VACANCIES

**NIPISSING**  
Health Care & Social Assistance (26.1%)

**PARRY SOUND**  
Health Care & Social Assistance (32.7%)

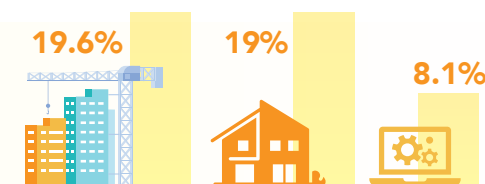
To view the full report, visit our website [www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca) [readysethired.ca](http://readysethired.ca)

The three industries with the **largest number of firms in Nipissing** are: Real Estate & Rental and Leasing, Construction, and Health Care & Social Assistance.



NIPISSING	NUMBER OF EMPLOYEES								RANK
	0	1-4	5-9	10-19	20-49	50-99	100+	TOTAL	
53 - Real Estate & Rental, and Leasing	1621	108	25	9	4	1	0	1768	1
23 - Construction	369	188	80	31	25	5	5	703	2
62 - Health Care & Social Assistance	349	156	67	40	25	12	11	660	3
44-45 - Retail Trade	199	112	118	101	50	21	6	607	4
81 - Other Services	334	139	45	22	5	2	0	547	5

The three industries with the **largest number of firms in Parry Sound** are: Construction, Real Estate and Rental & Leasing, and Professional, Scientific & Technical Services.



PARRY SOUND	NUMBER OF EMPLOYEES								RANK
	0	1-4	5-9	10-19	20-49	50-99	100+	TOTAL	
23 - Construction	492	270	100	30	9	2	0	903	1
53 - Real Estate & Rental, and Leasing	821	48	3	2	0	0	0	874	2
54 - Professional, Scientific Technical Services	271	74	17	9	1	1	0	373	3
81 - Other Services	246	92	19	5	6	1	0	369	4
44-45 - Retail Trade	143	72	50	34	25	6	4	334	5

Questions or concerns? Feel free to contact us at [info@thelabourmarketgroup.ca](mailto:info@thelabourmarketgroup.ca)



T. 705.478.9713

150 First Ave. West  
Suite 103, North Bay, ON  
P1B 3B9

The Labour Market Group is funded by:



Source: Statistics Canada; Canadian Business Counts

VIRTUALLY!

## COMING SOON IN JANUARY 2025

Please join us for our annual community update on local employment trends, jobs numbers and new Census data for our region. Two sessions will take place on Thursday, January 23rd.

Stay tuned for further information on how you can register.

[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)

## MORE FROM THE NOVEMBER JOBS REPORT:

### TOP OCCUPATIONS

#### NIPISSING

Sales & Services (25.1%)

Education, Law & Social,  
Community & Gov (23.3%)

Business, Finance and  
Administration (16.8%)

#### PARRY SOUND

Sales & Services (40.2%)

Education, Law & Social,  
Community & Gov (25.2%)

Business, Finance and  
Administration (11.2%)

To view the full report, visit our website  
[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)  
[readysethired.ca](http://readysethired.ca)



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## HIGHLIGHTS OCTOBER LABOUR FORCE SURVEY

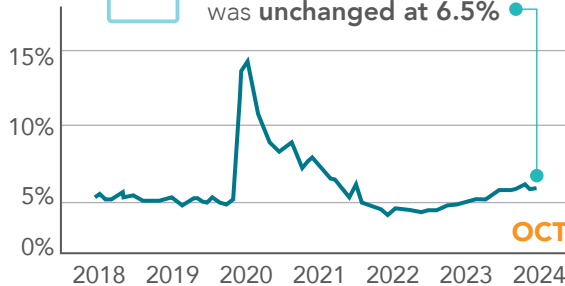


### EMPLOYMENT RATES IN OCTOBER

Employment was **little changed** in October (+15,000; +0.1%) and the **EMPLOYMENT RATE** fell 0.1 percentage points to 60.6%.



The **UNEMPLOYMENT RATE** was unchanged at 6.5%



### EMPLOYMENT BY AGE AND GENDER

Employment rose by 25,000 (+1.8%) in October among **male youth aged 15 to 24**.



Employment fell among **women aged 55 and older** (-15,000; -0.8%).



There was **little change** in employment for men and women **across the other major age groups**.

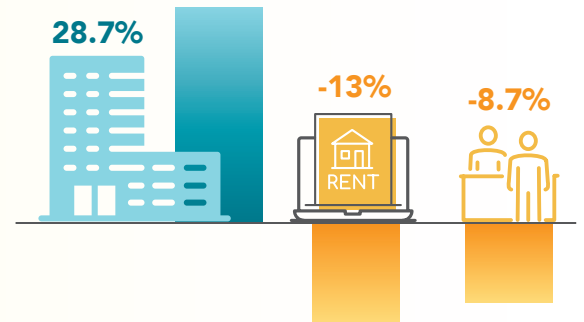


### EMPLOYMENT WITHIN INDUSTRIES

There were more people employed in **Business, building and other support services** (+29,000; +4.2%) in the month.

Fewer people employed in **Finance, insurance, in Real estate, rental and leasing** (-13,000; -0.9%) as well as **Public administration** (-8,700; -0.7%).

28.7%



### PROVINCE EMPLOYMENT OUTLOOK

- Employment increased in **Alberta** (+13,000; +0.5%) and **New Brunswick** (+3,300; +0.8%).
- Employment declined in **Prince Edward Island** (-1,100; -1.2%).

UP 1.6%

### HOURS OF EMPLOYMENT INCREASED

Total hours worked **rose 0.3% in the month and were up 1.6%** compared with 12 months earlier.



UP 4.9%

### AVERAGE HOURLY WAGE INCREASED

Average hourly wages among employees **increased 4.9%** (up \$1.68 to \$35.76) on a year-over-year basis in October, following growth of 4.6% in September.



Source: Statistics Canada, Labour Force Survey



[www.thelabourmarketgroup.ca](http://www.thelabourmarketgroup.ca)