

CORPORATION OF THE TOWNSHIP OF MCKELLAR

August 19, 2025 – 6:30 p.m.

AGENDA

Topic: Regular Meeting of Council

Time: August 19, 2025, 6:30 P.M. [Closed Session beginning at 6:00 p.m.]

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87374850223>

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

25-354
2025-41

1st Resolution
1st By-law

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF AGENDA**
- 5. CLOSED SESSION**
 - 5.1 Minutes of Closed Session - August 5, 2025
 - 5.2 Litigation or potential litigation; pursuant to Ontario Municipal Act Section 239(2)(e) – potential litigation.
- 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 Pahapill and Associates Professional Corporation – Independent Auditor's Report

12. COMMITTEE OF THE WHOLE

13. MOTION TO REVIEW A PREVIOUS MOTION

14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)

14.1 Minutes of the August 5, 2025, Regular Meeting of Council

15. PLANNING MATTERS

15.1 Consent Application No. B14/2025 Ward

(i) Application

(ii) Planning Report from Parry Sound Area Planning Board

15.2 Consent Application – B44/2024 (Flood)

16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL

16.1 Township of McKellar Recreation Committee Meeting Minutes (July 24, 2025)

17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL

17.1 BP25-01 – Enforcement of On-Site Sewage Systems

17.2 PW-2025-07 – Request for Winter Maintenance on Fox Farm Road

17.3 Accounts Payable Preliminary Cheque Run Report for July 2025

18. MAYOR'S REPORT

19. CORRESPONDENCE FOR CONSIDERATION

19.1 Request for Endorsement of UNESCO Biosphere Reserve

20. MOTION AND NOTICE OF MOTION

20.1 Deem (2014) 885 Case Backhoe Surplus

21. BY-LAWS

- 21.1 By-law No. 2025-41 – Being a By-law to Establish Fees and Charges for Services or Activities Provided or Done by or on Behalf of the Township of McKellar and to Repeal By-laws 2011-21, 2011-23, 2011-28, 2021-58, 2022-48 and 2023-15
- 21.2 By-law No. 2025-42 – Being a By-law respecting Construction, Demolition, Change of Use, Conditional Permits and Inspections
- 21.3 By-law No. 2025-43 – Being a By-law to Establish Rules and Regulations for the Management and Control of All Cemeteries Operated by the Corporation of the Township of McKellar and to Repeal By-law No. 2012-14; By-law No. 2012-18 and By-law No. 2016-06

22. UNFINISHED BUSINESS

- 22.1 Unfinished Business as of August 19, 2025

23. NEW BUSINESS

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

25. CONSENT AGENDA – CORRESPONDENCE

- 25.1 AMO Watchfile – July 31, 2025 & August 7, 2025
- 25.2 Parry Sound District Age Friendly Community Needs Assessment – Parry Sound District Age Friendly Community Committee
- 25.3 Proposed Updates to certain operational policies under *the Aggregates Resource Act* – August 8, 2025
- 25.4 The Labour Market Group – Monthly Jobs Report – June 2025
- 25.5 The Labour Market Group – Labour Focus – July 2025
- 25.6 Township of Seguin – Notice of Complete Application and Public Meeting for Official Plan Amendment, Zoning by-law Amendment and Plan of Subdivision for Rosseau Springs Limited
- 25.7 Ministry of Transportation Amendments to Ontario Regulation 619 (Speed Limits) for Highway 124 – Township of McKellar

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

27. CONFIRMING BY-LAW

- 27.1 By-law 2025-47 - 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.



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Huntsville ON
P1H 1W9
(705) 788-0500 **office**
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pahapill.ca

August 19, 2025

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

Dear Members of Council,

This letter has been prepared to assist you with your review of the consolidated financial statements of The Corporation of the Township of McKellar for the year ending December 31, 2024. We look forward to meeting with you and discussing the matters outlined below.

Significant Matters Arising

Other Matters

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

Comments on Accounting Practices

Accounting Policies

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

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

Significant Accounting Estimates

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

Allowanced for doubtful accounts

Value of inventory

Deferred revenue

Book value of capital assets

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

Significant Financial Statement Disclosures

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

Significant Deficiencies in Internal Control

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

Significant Deficiencies in Internal Control *(continued)*

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

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

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

Written Representations

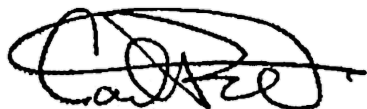
Other Audit Matters of Governance Interest

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

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

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

Yours truly,



Carl Pahapill, CPA, CA LPA
Partner

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

SIGN HERE

August 19, 2025
Date signed

August 19, 2025
Date signed

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

Box 69
McKellar, Ontario
P0G 1C0

August 19, 2025

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

Dear Sir / Madam:

This representation letter is provided in connection with your audit of the consolidated financial statements of The Corporation of the Township of McKellar for the year ended December 31, 2024 for the purpose of expressing an opinion as to whether the consolidated financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards (PSAS).

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

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

Financial Statements

We have fulfilled our responsibilities as set out in the terms of the audit engagement dated December 17, 2024 for:

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

Fraud and Non Compliance

We have disclosed to you:

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

(continued)

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

Related Parties

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

Estimates

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

Commitments and Contingencies

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

Adjustments

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

Misstatements

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

Accounting policies

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

Contractual compliance

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

Direct liabilities

We have recorded in the accounts all known liabilities of our municipality as at December 31, 2024 except for trivial amounts.

Fair values

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

Financial instruments

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

(continued)

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

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

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

Future plans

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

Inventories

The inventories of raw material, work in progress, finished goods and supplies as at December 31, 2024 were the property of our entity and were determined by actual count, weight or measurement. They do not include any items billed to customers but not shipped, any items returned by customers for which credits have not been recorded, any items on consignment, bill-and-hold arrangements, or other arrangements either owned by us or by our suppliers.

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

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

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

Impairment of long-lived assets

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

Impairment of investments in subsidiaries and affiliates

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

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

Journal entries

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

Liabilities and contingencies

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

Long-term investments

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

All income earned for the period ended December 31, 2024 on those long-term investments has been recorded in the accounts.

(continued)

Marketable securities

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

All income earned for the period ended December 31, 2024 on these securities has been recognized in earnings along with any transaction costs incurred and changes in fair value.

Material measurement uncertainties

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

Pension costs, assets and obligations

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

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

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

Property, plant and equipment

Property, plant and equipment are recorded at cost. We have good and valid title to all items of property and equipment reflected in the accounts relating thereto, and there are no liens or encumbrances on our assets. During the period ended December 31, 2024, no material amounts relating to additions or improvements of property, plant and equipment were charged to expense. The provision for amortization is based on the cost and expected economic useful lives of the property using the declining balance method.

The property, leasehold improvement and equipment accounts, and the related allowances for amortization have been adjusted for all important items of such assets that were idle, obsolete, sold, dismantled, abandoned or otherwise disposed of for the period ended December 31, 2024 and for all prior periods.

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

Receivables

The accounts receivable reflected in the accounts constitute valid claims against customers and other debtors. They do not include amounts for goods shipped on consignment, approval or under repurchase commitments, or for goods shipped after December 31, 2024.

No abnormal returns have been made by customers since December 31, 2024 or are expected in respect of merchandise shipped prior to the close of business on December 31, 2024.

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

Regulatory compliance

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

Revenue recognition

We have recorded all revenue that met the following criteria:

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

Subsequent events

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

(continued)

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

Proceeds of Crime (Money Laundering) and Terrorist Financing Act

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


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

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

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

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

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

<hr/>		
<hr/>		
<u>August 19, 2025</u>	<u>August 19, 2025</u>	
Date signed	Date signed	

**THE CORPORATION OF THE
TOWNSHIP OF MCKELLAR
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2024**

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
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THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2024

Management's Responsibility for the Consolidated Financial Statements

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

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

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

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

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

Karlee Britton
Clerk/Administrator

Roshan Kantiya
Treasurer/Tax Collector

INDEPENDENT AUDITORS' REPORT

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

Opinion

We have audited the consolidated financial statements of The Corporation of the Township of McKellar, which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, the consolidated change in its net financial assets (debt) and its consolidated cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of The Corporation of the Township of McKellar as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

Auditor's Responsibility for the Audit of the Financial Statements

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

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

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

Huntsville, Ontario

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2024 FINANCIAL HIGHLIGHTS

TAX RATES

	2024 Tax Rates (%)		2023 Tax Rates (%)	
	Township purposes	School Board purposes	Township purposes	School Board purposes
Residential and Farm	0.593982	0.153000	0.569540	0.153000
Farmland and Managed Forest	0.148495	0.038250	0.142385	0.038250
Commercial Occupied	0.653380	0.880000	0.626494	0.880000
Industrial Occupied	0.653380	0.880000	0.626494	0.880000

TRANSACTIONS FOR THE SCHOOL BOARDS

	2024	2023
Payable (Receivable) at the beginning of the year	\$ 1,850	\$ 32,709
Taxation and payments-in-lieu, net of adjustments	1,127,347	1,095,120
Remitted during the year	(1,126,171)	(1,125,979)
Payable (Receivable) at the end of the year	\$ 3,026	\$ 1,850

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

YEAR END BALANCE OF TRUST FUNDS UNDER ADMINISTRATION

	2024	2023
Trust Funds	\$ 59,437	\$ 56,997

NOTES

1. The 2024 financial report consolidates the operations, assets and liabilities of the Township and its local library board.
2. The above data has been extracted from the audited 2024 Consolidated Financial Report of the Township and its local boards and committees as described in Note 1. Copies of the 2024 Consolidated Financial Report and the Auditors' Report of Pahapill and Associates Professional Corporation, Chartered Professional Accountants, Huntsville, Ontario are available at the Township office to any resident who wishes to review or analyze the financial operations of the Township in greater detail.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 5,935,718	\$ 3,834,304
Accounts receivable, net of allowance of \$10,000 (2023 - \$10,000)	816,246	773,817
	6,751,964	4,608,121
LIABILITIES		
Accounts payable and accrued liabilities	1,057,310	691,038
Deferred revenue (Note 6)	138,537	175,838
Municipal debt (Note 7)	1,498,568	799,192
Employee benefits payable (Note 10)	9,307	18,121
Asset retirement obligation (Note 11)	13,400	13,400
	2,717,122	1,697,589
NET FINANCIAL ASSETS	4,034,842	2,910,532
NON-FINANCIAL ASSETS		
Tangible capital assets - net (Schedule 1)	14,431,877	14,685,029
Inventories of supplies	117,433	106,324
Prepaid expenses	90,391	84,174
	14,639,701	14,875,527
ACCUMULATED SURPLUS	\$ 18,674,543	\$ 17,786,059

APPROVED ON BEHALF OF COUNCIL:

_____ Mayor

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget 2024 (Note 13)	Actual 2024	Actual 2023
REVENUE			
Property taxes	\$ 4,163,575	\$ 4,293,242	\$ 3,995,944
User fees	39,010	61,643	91,971
Government transfers	2,140,954	1,276,848	1,244,010
Other	519,945	650,174	508,795
TOTAL REVENUE	6,863,484	6,281,907	5,840,720
EXPENSES			
General government	1,160,923	1,090,144	1,071,374
Protection to persons and property	1,108,705	962,482	941,339
Transportation services	2,121,276	1,926,891	1,681,729
Environmental services	257,840	258,031	282,601
Health services	292,465	287,679	277,742
Social and family services	380,687	379,912	377,645
Recreation and culture	368,748	348,941	368,019
Planning and development	144,914	139,343	100,778
TOTAL EXPENSES	5,835,558	5,393,423	5,101,227
ANNUAL SURPLUS (DEFICIT)	1,027,926	888,484	739,493
ACCUMULATED SURPLUS, BEGINNING OF YEAR	17,786,059	17,786,059	17,046,566
ACCUMULATED SURPLUS, END OF YEAR	\$ 18,813,985	\$ 18,674,543	\$ 17,786,059

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget 2024 (Note 13)	Actual 2024	Actual 2023
Annual surplus (deficit)	\$ 1,027,926	\$ 888,484	\$ 739,493
Acquisition of tangible capital assets	(3,482,659)	(1,182,721)	(1,748,588)
Amortization of tangible capital assets	860,499	860,499	835,506
(Gain)/loss on sale of tangible capital assets	-	-	86,219
Proceeds on sale of tangible capital assets	-	-	8,989
Change in work in progress	-	575,374	-
Change in supplies inventories	-	(11,109)	(44,370)
Change in prepaid expense	-	(6,217)	(13,501)
Increase (decrease) in net financial assets	(1,594,234)	1,124,310	(136,252)
Net financial assets, beginning of year	2,910,532	2,910,532	3,046,784
Net financial assets, end of year	\$ 1,316,298	\$ 4,034,842	\$ 2,910,532

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR
CONSOLIDATED STATEMENT OF CASH FLOW
FOR THE YEAR ENDED DECEMBER 31, 2024

	2024	2023
Operating transactions		
Annual surplus	\$ 888,484	\$ 739,493
Non-cash charges to operations:		
Amortization	860,499	835,506
(Gain)/loss on sale of tangible capital assets	-	86,219
Change in work in process	575,374	-
	2,324,357	1,661,218
Changes in non-cash items:		
Accounts receivable	(42,429)	(139,797)
Accounts payable and accrued liabilities	366,272	10,166
Deferred revenue	(37,301)	113,650
Employee benefits payable	(8,814)	12,413
Inventories of supplies	(11,109)	(44,370)
Prepaid expenses	(6,217)	(13,501)
	260,402	(61,439)
Cash provided by operating transactions	2,584,759	1,599,779
Capital transactions		
Acquisition of tangible capital assets	(1,182,721)	(1,748,588)
Proceeds on disposal of tangible capital asset	-	8,989
Cash applied to capital transactions	(1,182,721)	(1,739,599)
Financing transactions		
Proceeds of municipal debt	800,000	-
Debt principal repayments	(100,624)	(97,364)
Cash applied to financing transactions	699,376	(97,364)
Net change in cash and cash equivalents	2,101,414	(237,184)
Cash and cash equivalents, beginning of year	3,834,304	4,071,488
Cash and cash equivalents, end of year	\$ 5,935,718	\$ 3,834,304
Cash flow supplementary information:		
Interest income received	\$ 217,204	\$ 217,178
Net interest received	\$ 217,204	\$ 217,178

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2024

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

1. SIGNIFICANT ACCOUNTING POLICIES

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

(a) Reporting Entity

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

(i) Consolidated and Proportionally Consolidated entities

The following local boards are consolidated:

Library

The following joint local boards and committees are proportionally consolidated using 2023 audited statements.:

West Parry Sound Recreation and Cultural Centre

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

(ii) Non-consolidated entities

The following joint local boards are not consolidated:

North Bay Parry Sound District Health Unit

Parry Sound District Social Services Administration Board

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

(iii) Accounting for school board transactions

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

(iv) Trust funds

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

(b) Basis of Accounting

(i) Accrual basis of accounting

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

(ii) Non-financial assets

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

(a) Tangible capital assets

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

Land improvements - 20 years

Buildings - 50 years

Machinery, equipment and furniture - 10 to 20 years

Vehicles - 8 to 20 years

Roads - 10 to 60 years

Bridges - 60 years

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

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

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

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

(b) Inventories of supplies

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

(iii) Reserves and reserve funds

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

(iv) Government transfers

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**Year Ended December 31, 2024

(v) Deferred revenue

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

(vi) Taxation and related revenues

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

(vii) Pensions and employee benefits

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**
Year Ended December 31, 2024

(viii) Asset retirement obligations

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

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

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

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

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

(ix) Use of estimates

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

2. CHANGE IN ACCOUNTING POLICIES

On January 1, 2024 the Municipality adopted the following Public Accounting Standards. PS 3400 Revenues which provide guidance for the recognition, measurement, presentation and disclosure of revenue from transactions with performance obligations, referred to as exchange transactions, and transactions without performance obligations, referred to as non-exchange transactions. Public Sector Guideline PSG 8 Purchased Intangibles which provides guidance on the accounting and reporting of purchased intangible assets acquired through non-arm's length exchange transactions between knowledgeable, willing parties under no compulsion to act. PS 3160 Public Private Partnerships which provides guidance on accounting and reporting for public private partnerships between public and private sector entities. The standards were adopted prospectively from the date of adoption with no restatement of prior period comparative amounts. Other than PS 3400 Revenues changes below, these standards have no significant impact on the presentation of the financial statements.

3. CONTRIBUTIONS TO UNCONSOLIDATED JOINT BOARDS

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

	2024	2023
District of Parry Sound Social Services Administration Board	\$ 312,187	\$ 298,962
North Bay Parry Sound District Health Unit	42,187	40,957
Belvedere Heights Home for the Aged	67,724	78,683
EMS Ambulance Levy	238,834	228,488
Total contributions made	\$ 660,932	\$ 647,090

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

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

4. OPERATIONS OF SCHOOL BOARDS

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

	2024	2023
Payable at the beginning of the year	\$ 1,850	\$ 32,709
Taxation and payments-in-lieu, net of adjustments	1,127,347	1,095,120
Remitted during the year	(1,126,171)	(1,125,979)
Payable (Receivable) at the end of the year	\$ 3,026	\$ 1,850

5. TRUST FUNDS

Trust funds administered by the Municipality amounting to \$59,437 (2023 \$56,997) have not been included in the Consolidated Statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations. As such balances are held in trust by the Municipality for the benefit of others, they are not presented as part of the Municipality's financial position or operations.

6. DEFERRED REVENUE

The 2024 continuity of transactions within the obligatory reserve funds are described below:

	Balance beginning of year	Contributions received	Interest earned	Amounts taken into revenue	Balance end of year
Federal gas tax	-	90,325	911	(41,036)	50,200
Parkland	116,728	8,990	6,440	(58,007)	74,151
Library	51,441	-	-	(38,639)	12,802
Other	7,669	-	-	(6,285)	1,384
	\$ 175,838	\$ 99,315	\$ 7,351	\$ (143,967)	\$ 138,537

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

7. MUNICIPAL DEBT

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

	2024	2023
Infrastructure Ontario, due June 2026, repayable in semi-annual payments of \$17,816 including interest calculated at 1.29% and is unsecured	\$ 52,766	\$ 87,382
Infrastructure Ontario, due October 2032, repayable in semi-annual payments of \$48,339 including interest calculated at 4.41%	645,802	711,810
Infrastructure Ontario, due August 2029, repayable in semi-annual principal payments of \$80,000 and interest calculated at 4.25%	800,000	-
	\$ 1,498,568	\$ 799,192

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

	Principal	Interest
2025	\$ 264,014	\$ 60,610
2026	249,727	50,282
2027	235,236	40,156
2028	238,591	30,030
2029	242,095	19,698
2030 onwards	268,905	21,130
	\$ 1,498,568	\$ 221,906

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

	2024	2023
Principal payments	\$ 100,624	\$ 97,364
Interest	31,687	34,947
	\$ 132,311	\$ 132,311

The annual principal and interest payments required to service the Municipality's debt were within the annual debt repayment limit of \$1,129,369 prescribed by the Ministry of Municipal Affairs and Housing.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**Year Ended December 31, 2024

8. CREDIT FACILITY AGREEMENT

The Municipality has a credit facility agreement with the Canadian Imperial Bank of Commerce of \$800,000 (2023 \$800,000), of which NIL (2023 NIL) was used at the end of the year. The loan is payable on demand and bears interest at the rate of prime.

9. LONG-TERM COMMITMENTS

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

10. EMPLOYEE BENEFITS PAYABLE

Under the sick leave benefits plan, unused sick leave can accumulate and employees may become entitled to, after 10 years of continuous service, a cash payment of 20 percent of the accumulated credits (to a maximum of 120 days), rising two percent for each additional year beyond 10 years to a maximum of 50 percent divided by 120 multiplied by the annual salary when they leave the Municipality's employment. The liability for these accumulated days amounted to \$9,307 (2023 \$18,121) at the end of the year.

The municipality also has a liability related to unused employee vacation and overtime and retiring allowances amounting to \$198,708 (2023 \$184,110). This liability is reported under accounts payable on the Consolidated Statement of Financial Position.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2024

11. ASSET RETIREMENT OBLIGATIONS

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

Landfill obligation

The Township is responsible for the operation and maintenance of one waste disposal site. The costs are based on the currently known obligations that existed at the year of closure of the site and for 25 years after this date. The landfill site closed in 2006 with post-closure care estimated to be required for 25 years from the date of site closure. These costs were discounted to December 31, 2024 using a discount rate of 2.0% per annum. As the landfill site is closed, there is no related asset and expenses related to the landfill costs are expensed as incurred.

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

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

	2024	2023
Opening balance	\$ 13,400	\$ -
Adjustment on adoption of PS 3280 (Note 2)	-	13,400
Accretion expense	-	-
Less: settlement of obligations	-	-
	\$ 13,400	\$ 13,400

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

12. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT

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

General Government

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

Protection to Persons and Property

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

Transportation Services

Transportation Services include roadway systems and winter control.

Environmental Services

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

Health Services

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

Social and Family Services

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

Recreation and Culture

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

Planning and Development

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

Unallocated Amounts

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

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

12. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2024

	General Government	Protection to Persons and Property	Transportatio n Services	Environmental Services	Health Services	Social and Family Services	Recreation and Culture	Planning and Development	Unallocated Amounts	Consolidated
REVENUE										
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,293,242	\$ 4,293,242
User fees	180	1,242	-	5,910	-	-	3,290	51,021	-	61,643
Government transfers	173,145	-	41,037	-	-	-	300,766	-	761,900	1,276,848
Other	2,275	13,799	-	-	-	-	113,590	161,448	359,062	650,174
TOTAL REVENUE	175,600	15,041	41,037	5,910	-	-	417,646	212,469	5,414,204	6,281,907
EXPENSES										
Salaries, wages and benefits	686,820	329,239	669,059	64,141	6,497	-	129,507	26,927	-	1,912,190
Long-term debt charges (interest)	1,016	27,171	-	-	-	-	30,671	-	-	58,858
Operating expenses	371,084	500,084	648,061	171,430	281,182	379,912	97,707	112,416	-	2,561,876
Amortization	31,224	105,988	609,771	22,460	-	-	91,056	-	-	860,499
TOTAL EXPENSES	1,090,144	962,482	1,926,891	258,031	287,679	379,912	348,941	139,343	-	5,393,423
ANNUAL SURPLUS (DEFICIT)	\$ (914,544)	\$ (947,441)	\$ (1,885,854)	\$ (252,121)	\$ (287,679)	\$ (379,912)	\$ 68,705	\$ 73,126	\$ 5,414,204	\$ 888,484

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

Year Ended December 31, 2024

12. SEGMENT DISCLOSURES AND EXPENDITURES BY OBJECT (continued)

FOR THE YEAR ENDED DECEMBER 31, 2023

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

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS Year Ended December 31, 2024

13. BUDGET FIGURES

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

14. PENSION AGREEMENTS

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS), which is a multi-employer plan, on behalf of certain members of its staff. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2024. The results of this valuation disclosed total actuarial liabilities of \$140,766 million with respect to benefits accrued for service with actuarial assets at that date of \$137,853 million indicating an actuarial deficit of \$2,913 million. Because OMERS is a multi employer plan, any Plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Municipality does not recognize any share of the Plan surplus or deficit.

The amount contributed to OMERS for 2024 was \$115,275 (2023 \$102,336) for current service and is included as an expense on the Consolidated Statement of Operations.

15. GOVERNMENT PARTNERSHIPS

The following summarizes the financial position and operations of the joint municipal service boards. The Corporation of the Township of McKellar's pro-rata share of these amounts have been reported in the financial statements using the proportionate consolidation method at the proportionate share disclosed in Note 1 (a).

The figures provided for the West Parry Sound Recreation and Cultural Centre are from 2023 financial statements for comparability as current year figures are not usually available at the time these consolidated financial statements are completed.

		West Parry Sound Recreation and Cultural Centre
Financial assets	\$	716,733
Financial liabilities		13,401
Net financial assets		703,332
Non-financial assets		148,489
Accumulated surplus	\$	851,821
Invested in tangible capital assets		140,574
Reserve funds		711,247
	\$	851,821
Revenues	\$	696,195
Expenses		10,809
Annual surplus	\$	685,386

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS

2024

Schedule 1

	Land and Land Improvements	Buildings	Machinery and Equipment	Vehicles	Roads and Bridges	Assets Under Construction	TOTAL 2024	TOTAL 2023
COST								
Balance, beginning of year	\$ 1,504,080	\$ 4,830,714	\$ 1,060,049	\$ 3,040,644	\$ 19,162,688	\$ 963,678	\$ 30,561,853	\$ 28,998,684
Additions and betterments	-	109,845	67,299	-	834,789	170,788	1,182,721	1,748,588
Allocation from work in progress		64,283	-	-		(64,283)	-	-
Disposals and writedowns			(2,796)	-		(575,374)	(578,170)	(185,419)
BALANCE, END OF YEAR	1,504,080	5,004,842	1,124,552	3,040,644	19,997,477	494,809	31,166,404	30,561,853
ACCUMULATED AMORTIZATION								
Balance, beginning of year	303,179	1,524,931	566,383	1,134,599	12,347,732		15,876,824	15,131,529
Annual amortization	32,695	101,143	81,026	172,228	473,407		860,499	835,506
Amortization disposals			(2,796)	-			(2,796)	(90,211)
BALANCE, END OF YEAR	335,874	1,626,074	644,613	1,306,827	12,821,139	-	16,734,527	15,876,824
TANGIBLE CAPITAL ASSETS-NET	\$ 1,168,206	\$ 3,378,768	\$ 479,939	\$ 1,733,817	\$ 7,176,338	\$ 494,809	\$ 14,431,877	\$ 14,685,029

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

SUPPLEMENTARY FINANCIAL INFORMATION

MCKELLAR LIBRARY

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

	Budget 2024 (Note 13)	Actual 2024	Actual 2023
REVENUE			
Municipal contributions	\$ 57,800	\$ 58,300	\$ 58,300
Provincial grants	6,421	6,421	6,421
Other	56,378	43,334	6,260
TOTAL REVENUE	120,599	108,055	70,981
EXPENSES			
Wages and benefits	46,792	42,064	42,061
Books, magazines and videos	-	1,964	1,574
Rent and insurance	7,800	8,300	8,300
Telephone and internet	2,950	3,244	3,090
Postage and supplies	3,500	1,687	2,492
Miscellaneous	3,600	7,496	5,116
Amortization	6,129	6,129	6,106
TOTAL EXPENSES	70,771	70,884	68,739
ANNUAL SURPLUS (DEFICIT)	49,828	37,171	2,242
ACCUMULATED SURPLUS, BEGINNING OF YEAR	74,371	74,371	72,129
ACCUMULATED SURPLUS, END OF YEAR	\$ 124,199	\$ 111,542	\$ 74,371

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2024 FINANCIAL HIGHLIGHTS

TAX RATES

	2024 Tax Rates (%)		2023 Tax Rates (%)	
	Township purposes	School Board purposes	Township purposes	School Board purposes
Residential and Farm	0.593982	0.153000	0.569540	0.153000
Farmland and Managed Forest	0.148495	0.038250	0.142385	0.038250
Commercial Occupied	0.653380	0.880000	0.626494	0.880000
Industrial Occupied	0.653380	0.880000	0.626494	0.880000

TRANSACTIONS FOR THE SCHOOL BOARDS

	2024	2023
Payable (Receivable) at the beginning of the year	\$ 1,850	\$ 32,709
Taxation and payments-in-lieu, net of adjustments	1,127,347	1,095,120
Remitted during the year	(1,126,171)	(1,125,979)
Payable (Receivable) at the end of the year	\$ 3,026	\$ 1,850

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

YEAR END BALANCE OF TRUST FUNDS UNDER ADMINISTRATION

	2024	2023
Trust Funds	\$ 59,437	\$ 56,997

NOTES

1. The 2024 financial report consolidates the operations, assets and liabilities of the Township and its local library board.
2. The above data has been extracted from the audited 2024 Consolidated Financial Report of the Township and its local boards and committees as described in Note 1. Copies of the 2024 Consolidated Financial Report and the Auditors' Report of Pahapill and Associates Professional Corporation, Chartered Professional Accountants, Huntsville, Ontario are available at the Township office to any resident who wishes to review or analyze the financial operations of the Township in greater detail.

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2024 FINANCIAL HIGHLIGHTS

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2024

	2024	2023
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 5,935,718	\$ 3,834,304
Accounts receivable	816,246	773,817
	6,751,964	4,608,121
LIABILITIES		
Accounts payable and accrued liabilities	1,057,310	691,038
Deferred revenue	138,537	175,838
Municipal debt	1,498,568	799,192
Employee benefits payable	9,307	18,121
Asset retirement obligation	13,400	13,400
	2,717,122	1,697,589
NET FINANCIAL ASSETS (DEBT)	4,034,842	2,910,532
NON-FINANCIAL ASSETS		
Tangible capital assets - net	14,431,877	14,685,029
Inventories of supplies	117,433	106,324
Prepaid expenses	90,391	84,174
	14,639,701	14,875,527
ACCUMULATED SURPLUS	\$ 18,674,543	\$ 17,786,059

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

2024 FINANCIAL HIGHLIGHTS

CONSOLIDATED STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2024

	Budget 2024	Actual 2024	Actual 2023
REVENUE			
Property taxes	\$ 4,163,575	\$ 4,293,242	\$ 3,995,944
User fees	39,010	61,643	91,971
Government transfers	2,140,954	1,276,848	1,244,010
Other	519,945	650,174	508,795
TOTAL REVENUE	6,863,484	6,281,907	5,840,720
EXPENSES			
General government	1,160,923	1,090,144	1,071,374
Protection to persons and property	1,108,705	962,482	941,339
Transportation services	2,121,276	1,926,891	1,681,729
Environmental services	257,840	258,031	282,601
Health services	292,465	287,679	277,742
Social and family services	380,687	379,912	377,645
Recreation and culture	368,748	348,941	368,019
Planning and development	144,914	139,343	100,778
TOTAL EXPENSES	5,835,558	5,393,423	5,101,227
ANNUAL SURPLUS (DEFICIT)	1,027,926	888,484	739,493
ACCUMULATED SURPLUS, BEGINNING OF YEAR	17,786,059	17,786,059	17,046,566
ACCUMULATED SURPLUS, END OF YEAR	\$ 18,813,985	\$ 18,674,543	\$ 17,786,059

2025 OSS Fee Schedule

Program Fees Effective May 22, 2024



Application Type / Service	2025 Fee
Class 2 Septic System (Greywater Pit)	\$575
Class 3 Septic System (Cesspool)	\$575
Class 4 Septic System or Class 5 (holding tank) (Residential with ≤ 3000 L/day design flow)	\$1,000
Class 4 Septic System or Class 5 (holding tank) (Residential with > 3000 L/day design flow)	\$1,200
Non-Residential Class 4 septic system or Class 5 (holding tank)	\$1,400
Alternative Solutions	\$1,600
Tank Replacement Only	\$450
Sewage System Decommissioning/Demolition	\$200
Change of Registered Owner on Permit	\$150
Permit Extension	\$200
Change to Application (Schedule 2 or Schedule 4 change only; no site inspection)	\$50
Amendment to Application (no site inspection)	\$200
Amendment to Application with Site Inspection	\$350
Additional Inspection due to deficiencies	\$250
Conditional Notice of Completion	\$200
OBC Clearance	\$200
OBC Clearance with site inspection	\$350
Installation without Permit Fee	2 x Applicable Fee
File Request (copy of sewage system permit)	\$100
Legal inquiry (Lawyer / Real Estate Inquiry)	\$250
Sewage System File Review (Performance Level)	\$225

Application Type / Service	2025 Fee
Planning Act Proposal Review -no inspection (for lots greater than 4 hectares in size with no constraints)	\$225 for application, plus \$75 for each additional lot, Minimum \$300
Planning Act Proposal Review with site inspection	\$375 for application, plus \$125 for each additional lot, Minimum \$500
Subdivision / Plan of Condominium (up to 10 lots)	\$1,800
Additional Lots for Subdivision / Plan of Condominium	\$125
Review of Lands to be Sold or Developed – Sewage Systems only	\$350
Review of Lands to be Sold or Developed – Sewage Systems and DIA permit	\$630
Mandatory Maintenance Inspection (MMI)	\$300
Late fee for MMI (applied after 90 days)	\$75
<u>Refund Policy:</u> NO REFUND for fees of \$150.00 or less. Withdrawn applications (must be requested within 6 months of submission/receipt)	
Application processed, no inspection / review conducted / letter issued	75% refund
Application processed, inspection conducted / letter / review completed and first inspection has been completed	50% refund

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-XX

Being a By-law respecting Construction, Demolition,
Change of Use, Conditional Permits and Inspections

WHEREAS ; Section 7 of the Building Code Act, 1992, s.o. 1992 c.23 as amended, empowers Council to pass certain by-laws respecting construction, demolition, change of use, conditional permits and inspections

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

1. SHORT TITLE

1.1 This by-law may be cited as the "Building By-Law"

2. DEFINITIONS

2.1 In this by-law,

2.1.1 "**Act**" means the Building Code Act, 1992, as amended, including amendments thereto.

2.1.2 "**As constructed Plans**" means as constructed plans as defined in the Building Code.

2.1.3 "**Building**" means a building as defined in Section 1(1) of the Act

2.1.4 "**Building Area**" means the greatest horizontal area of a building within the outside surface of the exterior walls.

2.1.5 "**Building Code**" means the Regulations made under Section 34 of the Act.

2.1.6 "**Chief Building Official**" means the Chief Building Official appointed by the By-Law of the Corporation of the Township of McKellar for the purposes of enforcement of the Act.

2.1.7 "**Corporation**" means the Corporation of the Township of McKellar.

2.1.8 "**Farm Building**" means a farm building as defined in the Building Code.

2.1.9 "**Permit**" means written permission or written authorization from the Chief Building Official to perform work regulated by the By-Law and the Act.

2.1.10 "**Plumbing**" means plumbing as defined in Section 1(1) of the Act.

2.1.11 "**Special Inspection**" means an inspection that is requested and carried out not in connection with a permit, at the discretion of the Chief Building Official. This also includes inspections requested on permits that are more than 12 months old that were issued under a previous version of the Ontario Building Code.

3. CLASSES OF PERMITS

3.1 Classes of permits with respect to the construction, demolition and change of use of buildings and permit fees shall be set out in Schedule "E" in the Township of McKellar Fees and Charges By-Law.

4. REQUIREMENTS FOR APPLICATIONS

4.1 The Application

To obtain a permit, the owner or an agent authorized by the owner shall file an application in writing by completing a prescribed form available at the office of the Chief Building Official, on the Township's web site or through other electronic formats which are deemed to be acceptable by the Chief Building Official.

4.1.1 Where application is made for a building permit under Subsection 8(1) of the Act, the application shall:

- 4.1.1.1 Identify and described in detail the work and the occupancy to be covered by the permit for which application is made.
- 4.1.1.2 Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot.
- 4.1.1.3 Include a minimum of two sets of complete plans and specifications for the work to be covered by the permit and show the occupancy of all parts of the building.\
- 4.1.1.4 State the valuation of the proposed work including materials and labour and be accompanied by the required fee.
- 4.1.1.5 State the names, addresses and telephone numbers of the owner and of the architect or engineer, where applicable, or other designer or contractor.
- 4.1.1.6 Be accompanied by a written acknowledgement of the owner that he/she has retained an architect or professional engineer to carry out field review of the construction where required by the Building Code and,
- 4.1.1.7 Be signed by the owner of his or her authorized agent who shall certify the truth of the contents of the application.

4.1.2 Where application is made for a demolition permit under Section 8(1) of the Act, the application shall,

- 4.1.2.1 Contain the information required by clauses 4.1.1.1 to 4.1.1.7 and,
- 4.1.2.2 May be required to be accompanied by satisfactory proof that arrangements have been made with the proper authorities for cutting off and plugging of all water. Sewer, electric, telephone or other utilities and services.

4.1.3 Where application is made for a conditional permit under Subsection 8(3) of the Act, The application shall:

- 4.1.1.3 Contain the information required by clauses 4.1.1.1 to 4.1.1.7
- 4.1.3.2 Contain such other information, plans and specifications concerning the complete project as the Chief Building Official may require.
- 4.1.3.3 State the reasons why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted.
- 4.1.3.4 State the necessary approvals, which must be obtained in respect of the proposed building and the time in which such approvals will be obtained.
- 4.1.3.5 State the time in which plans and specifications of the complete building will be filed with the Chief Building Official.

4.1 CHANGE OF USE PERMITS

4.1.1 Every application for a change of use permit issued under Subsection 10(1) of the Act shall be submitted to the Chief Building Official and shall,

4.2.1.1 Describe the building in which the occupancy is to be changed, by a description that will readily identify and locate the building.

4.2.1.2 Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made.

4.2.1.3 Include plans and specifications which show the current and proposed occupancy of all parts of the building and which contain sufficient information to establish compliance with the requirements of the Ontario Building Code including floor plans, details of wall, ceiling and roof assemblies, identifying required fire resistance ratings and load bearing capabilities.

4.2.1.4 Be accompanied by the required fee.

4.2.1.5 State the name, address and telephone number of the owner and,

4.2.1.6 Be signed by the owner of his authorized agent who shall certify truth of the contents of the application.

4.2 ALTERNATIVE SOLUTIONS (By-Law No. 2012-08A)

The person proposing an alternative solution shall provide documentation required by Section 2.1 Division C of the Ontario Building Code.

4.3 PLANS AND SPECIFICATIONS

4.4.1 Sufficient information shall be submitted with each application for a permit to enable the Chief Building Official to determine whether or not the proposed construction, demolition or change of use will conform to the Act, the Building Code and any other applicable law.

4.4.2 After the issuance of a permit under the Act, notice of any material change to a plan, specification, document or other information on the basis of which the permit was issued shall not be made without written authorization of the Chief Building Official.

4.4.3 Each application shall, unless otherwise specified by the Chief Building Official, be accompanied by two complete sets of plans and specifications required under this By-Law.

4.4.4 Plans shall be drawn to scale on paper, cloth or other durable material, shall be legible and without limiting the generality of the foregoing, shall include such working drawings as set out in Schedule "B" to this by-law, unless otherwise specified by the Chief Building Official.

4.4.5 Site Plans shall be accurately drawn to scale, and when required by the Chief Building Official to demonstrate compliance with the Act, The Building Code or other applicable law, a copy of a survey prepared by an Ontario Land Surveyor shall be submitted. Site plans shall show:

4.4.5.1 Lot size and the dimensions of the property lines and setbacks to any existing or proposed buildings,

4.4.5.2 Existing and finished ground levels or grades,

4.4.5.3 Existing rights-of-way, easements and municipal services.

4.4.6 Verification by an Ontario Land Surveyor of By-Law Compliance may be required before proceeding past foundation state, if required by the Chief Building Official.

5. PAYMENT OF FEES

5.1 Fees for a required permit shall be as set out in Schedule "E" to Township of McKellar Fees and Charges By-Law are due and payable upon submission of an application for a permit.

5.2 Where the fees payable in respect of an application for construction or demolition permit issued under Subsection 8(1) of the Act or a conditional permit under Subsection 8(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total of all work regulated by the permit, including the cost of all material, labour, equipment, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.

5.3 The Chief Building Official may place a valuation on the cost of the proposed work for the purpose of establishing the permit fee, and where disputed the applicant shall pay the required fee under protest and, within six (6) months of completion of the project, shall submit an audited statement of actual costs and where the audited value is determined to be less than the valuation, the Chief Building Official shall issue a refund.

6. ROAD DAMAGE DEPOSIT

6.1 That the owner of land in the Township of McKellar, upon any application for the issuing of a demolition or building permit for the approval of plans of buildings or designated projects to be erected, altered, repaired or demolished thereon is hereby required to pay to the municipality a flat fee of \$750.00 as a deposit to meet the cost of repairing any damage to the municipal sidewalk, curbing, paved or unpaved highway caused by the crossing thereof by any such vehicles onto the project.

6.2 That the use of this provision is activated when the value of the proposed building or buildings or designated structures to be erected, altered, repaired exceeds \$15,000 as calculated for value within the By-law.

6.3 That the use of this provision is activated when the buildings or designated structures to be demolished exceed 30 square meters or 323 square per feet.

6.4 That the deposit shall be processed immediately by the Municipality and held without interest.

6.5 That upon the substantial completion of the erection, alteration, repair or demolition of the building or buildings or designated structures on the land abutting such a municipal sidewalk, curbing, paved or unpaved highway, and upon application by the person whom the deposit was paid, the amount by which the sum deposited exceeds the cost of such repairs shall forthwith be refunded.

6.6 That prior to the fund of any portion of the deposit, an inspection shall be completed by the Director of Operations or his designate certifying that the condition of the municipal curbing, sidewalk, paved or unpaved highway is satisfactory, or recommending that certain work be carried out at the expense of the abutting property owner.

6.7 That the municipality shall be the sole judge of damages and for determining the costs of repairs to be charged against the security.

6.8 That in the event that the amount of the deposit fails to cover the amount of the damages, the person who paid the initial deposit shall be issued an invoice for the balance of the costs.

6.9 That in the event that the person by whom the deposit was paid fails to apply for the refund the Chief Building Official will return the refund upon successful

inspection at the time that the building permit file is closed.

6.10 The Road Damage Security Deposit form is set out in **Schedule "C"**.

7. REFUNDS

7.1 In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with **Schedule "B"** attached to and forming part of this By-Law. Application for refund must be made within 6 months of the date of permit application in order to be eligible for a refund of any permit fee.

8. NOTICE OF REQUIREMENTS FOR INSPECTIONS

8.1 The owner or an authorized agent shall notify the Chief Building Official at least two (2) business days prior to each stage of construction for which notice in advance is required under the Building Code. In addition to the prescribed notice contained in Article 1.3.5.1, Division C, of the Building Code, notice of any solid-fuel-fired appliance rough-in under Clause 1.3.5.2(1)(c) of Division C, and under Clause 1.3.5.2 (1)(j) Division C, notice of completion of the building for which an occupancy permit is required under article 1.3.3.4, Division C, are also required.

8.2 Notice may be given in one of the following ways;

1. Email at cbo@mckellar.ca;
2. Phone message at (705) 389-2842 ext. 2;
3. In person at the Building Department Counter; or
4. Via Cloudpermit request.

9. AS CONSTRUCTED PLANS

9.1 The Chief Building Official may require that a set of plans of a building or any class building as constructed be filed with the Chief Building Official on completion of construction under such conditions as may be prescribed in the Building Code.

10. REPEAL OF BY-LAWS

10.1 By-law No. 2011-14 as amended, of the Corporation of the Township of McKellar is hereby repealed.

This By-Law shall come into force and take effect upon third and final reading.

READ a FIRST and SECOND time this ____th day of _____, 2024.

David Moore, Mayor

Ina Watkinson, Clerk/Administrator

READ a THIRD time and **PASSED** in **OPEN COUNCIL** this ____th day of _____, 2024.

David Moore, Mayor

Ina Watkinson, Clerk/Administrator

CORPORATION OF THE TOWNSHIP OF MCKELLAR

SCHEDULE "A" to By-law No. 2024-???

**LIST OF PLANS OR WORKING DRAWINGS
TO ACCOMPANY APPLICATIONS FOR PERMITS**

1. The Site Plan
2. Floor Plans
3. Foundation Plans
4. Framing Plans
5. Roof Plans
6. Sections & Details
7. Building Elevations
8. Electrical Drawings
9. Heating, Ventilation and Air Conditioning Drawings
10. Plumbing Drawings

Note: The Chief Building Official may specify that not all the above mentioned plans are required to accompany an application for permit.

CORPORATION OF THE TOWNSHIP OF MCKELLAR

SCHEDULE "B" to By-law No. 2024-???

REFUNDS

<u>Status of Permit Application</u>	<u>Percentage of Fee Eligible for Refund</u>
1. Application filed. No processing of review of plans submitted	75% maximum
2. Application filed. Plans reviewed and permit issued	50% maximum

NOTE:

1. No refunds after any building inspections are carried out.
2. No refund shall result in the retention by the Township of McKellar of an amount less than \$100.00.
3. No refund will be given when an application for refund is not made within twelve (12) months of issuance of permits.
4. No refund of the "costs" portion of any permit will be made.

CORPORATION OF THE TOWNSHIP OF MCKELLAR

SCHEDULE "C" to By-law No. 2024-???



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0 Phone: (705) 389-2842
Fax: (705) 389-1244

ROAD DAMAGE SECURITY DEPOSIT/ ADMINISTRATIVE FEE

(Pursuant to By-law No. 2024-???)

Name of Owner(s):

Address:

Phone:

Cell:

Authorized Agent (if any):

Address:

Phone:

Cell:

Location of Land:

Lot Number: Concession: Plan of Subdivision Number:

Lot(s) on Plan: Civic / 911 Address:

I/We hereby agree to be responsible for any and all damage incurred to any municipal sidewalk, curbing, paved or unpaved highway resulting from the project to be undertaken by our application for a Permit to Construct or Demolish. I/We hereby agree that the \$750.00 road damage security deposit shall be used by the municipality to repair any damages incurred on area roads due to the construction of the applied for project. In the event that the cost to repair damages exceeds the deposit, I/We agree to be responsible for the full amount of the damages so incurred to any municipal roadway. I/We further agree that I/We have read Section 6 of By-law No. 2024-???, copied on the reverse of this form and agree to the terms thereof.

Dated this day of 20.

Signature of Owner(s) or Authorized Agent

Personal information contained on this form is collected under the authority of the Building Code Act and will be used to collect a road damage deposit. Questions about this collection should be directed to: the Clerk, Township of McKellar, P.O. Box 69, McKellar, Ontario, P0G 1C0, Telephone: (705) 389-2842, Fax: (705) 389-1244

FOR OFFICE USE ONLY:

Roll Number: Receipt Number

Deposit Amount Paid: Date Returned:

**CORPORATION OF THE TOWNSHIP OF MCKELLAR****Council Meeting Minutes****August 5, 2025**

Mayor Moore called the meeting to order at 5:30 p.m.

ROLL CALL

Mayor Moore took Roll Call.

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

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF – NONE

Moved by: Councillor Nick Ryeland
Seconded by: Councillor Mike Kekkonen

25-326 **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 Delegations to precede Item 10.1 Public Meeting and to add Item 20.1 Committee of Adjustment Appointment.

Carried**RESPECT AND ACKNOWLEDGEMENT DECLARATION**

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

Moved by: Councillor Debbie Zulak
Seconded by: Councillor Morley Haskim

25-327 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Ontario Municipal Act, S.O. 2001, as amended, move into closed session at 5:31 p.m. to discuss the following items:

- 5.1 Minutes of Closed Session – July 15, 2025
- 5.2 Litigation or potential litigation; pursuant to Ontario Municipal Act Section 239(2)(e) – ongoing litigation.
- 5.3 Acquisition or disposition of land; pursuant to Ontario Municipal Act Section 239(2)(c) – land acquisition and land disposition.

Carried

Moved by: Councillor Mike Kekkonen
Seconded by: Councillor Nick Ryeland

25-328 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular open session of Council at 6:30 p.m.

Carried

Moved by: Councillor Morley Haskim
Seconded by: Councillor Debbie Zulak

25-329 **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 August 5, 2025.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

August 5, 2025

ROLL CALL

Mayor Moore took Roll Call.

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

DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF – NONE

Moved by: Councillor Mike Kekkonen
Seconded by: Councillor Nick Ryeland

25-330 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from the Canoe Procurement Group of Canada – Group Purchasing Benefits for Municipalities by Sarah Hubble, Client Relations Manager for Ontario and Nunavut, for information purposes.

Mayor Moore invited public discussion on Sarah Hubble's deputation – Lawrence Rubin commented.

Carried

Moved by: Councillor Nick Ryeland
Seconded by: Councillor Mike Kekkonen

25-331 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into a Public Meeting at 6:59 p.m. to consider the following matters (1) DRAFT Building By-law No. 2025-42 under the authority of Section 7 of the Ontario Building Code Act, 1992, and (2) Review Road Allowance Closure (Sunny Shore Park Drive).

Clerk Administrator, Karlee Britton, gave a brief background on the Draft Building By-law and reviewed the Road Allowance Closure for Sunny Shore Park Drive. Mayor Moore opened the floor for public discussion. No public comments were made at this time.

Carried

Moved by: Councillor Debbie Zulak
Seconded by: Councillor Morley Haskim

25-332 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into regular session at 7:21 p.m.

Carried

Moved by: Councillor Morley Haskim
Seconded by: Councillor Debbie Zulak

25-333 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the July 15, 2025, Regular Meeting of Council, as circulated.

Carried

Moved by: Councillor Nick Ryeland
Seconded by: Councillor Mike Kekkonen

25-334 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Zoning By-law Amendment application submitted by Christopher Moffatt, proposing to rezone the property located at 70 Burnett's Road from Waterfront Residential 2 (WF2) to Rural (RU), as required by Consent Application No. B05/2024 (Moffatt); and
FURTHER THAT Council deems the application to be complete in accordance with the requirements of the Planning Act.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

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August 5, 2025

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-335 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar has no objections to the approval of Consent Application No. B14/2025 (Ward) as applied for by Cameron Ward, subject to the following conditions:

1. Payment of a fee in lieu of parkland as required in the Township of McKellar Fees and Charges By-Law.
2. 911 Addressing for the proposed new lot.
3. That the applicant convey any portion of Lakeshore Road, for severed and retained properties, 10 metres from the centre line to the Township of McKellar.
4. Payment of any applicable planning board fees.
5. That written confirmation be received from the Public Works Superintendent that an entrance permit can be approved.

Deferred

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-336 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the DRAFT Minutes of the June 12, 2025, meeting of the Lake Stewardship and Environmental Committee, for information purposes.

Carried

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

25-337 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the June 4, 2025, meeting of the Township of McKellar Historical Committee, for information purposes.

Carried

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-338 **WHEREAS** the personal identification sign located at the entrance of 6 Little Bear Lane exceeds the maximum size permitted under By-law 2004-17, Section 2.08(d);

AND WHEREAS the sign has existed for an extended period of time, has minimal impact on the surrounding area, and is consistent with the general intent of the Township's By-law and Official Plan;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby permit the existing personal identification sign at 6 Little Bear Lane to remain in place notwithstanding its non-compliance with the size limitations outlined in By-law 2004-17, Section 2.08(d).

Carried

Moved by: Councillor Morley Haskim

Seconded by: Councillor Mike Kekkonen

25-339 **WHEREAS** Report ADMIN-2025-12, titled Municipal Election 2026 Alternative Voting Method, provides a detailed comparison of available voting options and associated costs;

AND WHEREAS the report recommends continuing with the internet-only voting method, which was successfully implemented in the 2018 and 2022 Municipal Elections;

AND WHEREAS internet voting is the most cost-effective and least staff-intensive option, while also enhancing accessibility and convenience for electors, including seasonal residents;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby approve the use of internet-only voting as the method of voting for



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the 2026 Municipal Election, in accordance with the provisions of the Municipal Elections Act, 1996;

AND FURTHER THAT Council supports the Township's continued participation in the West Parry Sound Municipal Group purchasing arrangement to secure group pricing with Intelivote Systems Inc. for the provision of internet voting services.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-340 **WHEREAS** some municipalities within the Parry Sound District have recently expressed their intent to withdraw from the North Bay-Mattawa Conservation Authority (NBMCA) for the purpose of assuming responsibility for septic system approvals;

AND WHEREAS MPP Graydon Smith has initiated the process of amending the Ontario Building Code to permit municipalities to assume enforcement responsibility for on-site sewage systems;

AND WHEREAS the Township of McKellar recognizes that assuming this responsibility would place significant additional demands on the Township's Building Department, including the need for specialized training and increased staffing;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does not wish to pursue the transfer of enforcement responsibility for on-site sewage systems from the North Bay-Mattawa Conservation Authority at this time;

AND FURTHER THAT the Township will continue to monitor provincial developments and reassess this matter should circumstances change in the future.

Deferred

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-341 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report T-2025-05 – Budgetary Control Report for the Six Months Ending June 30, 2025, from Treasurer, Roshan Kanitya, for information purposes.

Carried

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

25-342 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the request from the Fox Farm Road Extension Association for information purposes and directs the Public Works Superintendent to prepare a report on the feasibility, costs, and implications of adding this section of Fox Farm Road to the regular winter maintenance schedule.

Mayor Moore invited Leslie Chester, President of the Fox Farm Road Extension Association, to speak on this request in person.

Carried

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-343 **WHEREAS** the Federation of Northern Ontario Municipalities (FONOM) has submitted a formal proposal to the Prime Minister of Canada and the Premier of Ontario, advocating for the adoption of a 2+1 Highway System on Highways 11 and 17;

AND WHEREAS the 2+1 highway model has the potential to significantly improve road safety, reduce collisions, and save lives while also offering economic, environmental, and national security benefits;



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AND WHEREAS this proposal seeks designation as a Nation-Building Priority under the Building Canada Act, recognizing the strategic importance of enhancing transportation infrastructure in Northern Ontario;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby support FONOM's proposal for the implementation of a 2+1 Highway System on Highways 11 and 17;

AND FURTHER THAT Council encourages the Mayor to submit a letter of support on behalf of the Township, using the template provided by FONOM;

AND FURTHER THAT a copy of this resolution be forwarded to the Federation of Northern Ontario Municipalities, the Premier of Ontario, the Prime Minister of Canada, the Minister of Transportation of Ontario, and the local Member of Provincial and Federal Parliament.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-344 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of does hereby appoint Mary Smith as the alternate Secretary-Treasurer for the Township's Committee of Adjustment, to act in place of Karlee Britton during any meetings she is unable to attend.

Carried

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

25-345 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-37, Being a By-law to Authorize the Execution of an Agreement with Spectrum Telecom Group Ltd., a First and Second reading;

And further Read a Third time and Passed in Open Council this 5th day of August 2025.

Deferred

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-346 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-41, being a By-law to establish fees and charges for services or activities provided or done by or on behalf of the Township of McKellar, a First and Second reading, and that it repeals By-laws 2011-21, 2011-23, 2011-28, 2021-58, 2022-48, and 2023-15;

AND FURTHER THAT By-law No. 2025-41 be **read a Third time and Passed** in Open Council this 5th day of August 2025.

Deferred

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

25-347 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby request that the Chief Building Official attend a Regular Meeting of Council, August 19, 2025, to review changes to the current Building By-law No. 2025-42, as well as discuss the Enforcement of on-site sewage Systems.

Carried

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-348 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give first and second reading to By-law No. 2025-43, being a by-law to establish rules



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and regulations for the management and control of all cemeteries operated by the Township of McKellar, and to repeal By-law Nos. 2012-14, 2012-18, and 2016-06.

Carried

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

25-349 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-44 – Being a By-law to Stop Up, Close and Sell Part of the public highway known as Sunnysore Park Drive being RP 42R-21792 Part 1, Township of McKellar, District of Parry Sound (Edwards) a First and Second reading;

AND FURTHER READ a **Third** time and **Passed** in Open Council this 5th day of August 2025.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-350 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-45 – Being a By-law to Deem Certain Lots in the Township of McKellar not to be part of a Registered Plan of Subdivision (Block K, Plan 294) a First and Second reading;

AND FURTHER READ a **Third** time and **Passed** in Open Council this 5th day of August 2025.

Carried

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Morley Haskim

25-351 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Consent Agenda for correspondence.

Carried

Lawrence Rubin addressed the Council with comments regarding items listed on the agenda.

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-352 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-46, Being a By-law to Confirm the Proceedings of Council, a First and Second reading;

And further Read a **Third** time and **Passed** in Open Council this 5th day of August 2025.

Carried

Moved by: Councillor Morley Haskim

Seconded by: Councillor Debbie Zulak

25-353 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 9:46 p.m. to meet again on Tuesday, August 19, 2025, or at the call of the Mayor.

Carried

David Moore, Mayor

Mary Smith, Deputy Clerk

PARRY SOUND AREA PLANNING BOARD - APPLICATION FOR CONSENT
1 Mall Drive, Unit #2, Parry Sound, Ontario P2A 3A9 (Phone 705-746-5216)

No. B14/2025(mck)

1. Applicant Information

Name of Applicant Gameron Ward
 Address #2 Patterson Lane
Box 47 McKellar ON
 Postal Code P0G 1C0
 E-mail Address Katy@middleriverfarm.com

Home Tel No. 705 389-3326
 Business Tel No. Cell 705 874-2431
 Home Fax Tel No. ()
 Business Fax Tel No. ()

Note: By providing your E-mail address you consent to receiving correspondence regarding this file by E-mail.

1.2 Name of Owner(s) (if different from the applicant). An owner's authorization is required in Section 12, if the applicant is not the owner.

Name of Owner _____
 Address _____
 Postal Code _____
 E-mail Address _____

Home Tel No. ()
 Business Tel No. ()
 Home Fax Tel No. ()
 Business Fax Tel No. ()

Note: By providing your E-mail address you consent to receiving correspondence regarding this file by E-mail.

1.3 Name of the person who is to be contacted about the application, if different than the applicant. (This may be a person or firm acting on behalf of the applicant.)

Name of Contact _____
 Address _____
 Postal Code _____
 E-mail Address _____

Home Tel No. ()
 Business Tel No. ()
 Home Fax Tel No. ()
 Business Fax Tel No. ()

Note: By providing your E-mail address you consent to receiving correspondence regarding this file by E-mail.

2. Purpose of this Application (check appropriate box)

2.1 Type and purpose of transaction for which application is being made

- ☒ creation of a new lot ☐ lot additions ☐ easement ☐ right-of-way ☐ lease
☐ correction of title ☐ charge ☐ other (specify, e.g., partial discharge of mortgage)

Explain: a gift for my son

3. Name of person(s) (purchaser, lessee, mortgage, etc.) to whom land or interest is intended to be transferred, charged or leased, if known and specify relationship to present owner, if any.

3.1 Lot 1 Hayden Ward Lot 2 _____ Lot 3 _____

4. Location of the Subject Land Roll / PIN No.(s) 521270237

4.1 Municipality McKellar Lot(s) No.(s) 26 Concession No. 11

Street Name and No. 47 Centre Road. M-Plan No. _____ Lot(s) _____

Registered Plan No. Part(s) _____ Parcel No. _____

5. Easements or restrictive covenants

- 5.1 Are there any easements or restrictive covenants affecting the subject land? ☒ NO ☐ YES
If YES, describe the easement or covenant and its effect:

6. Description of Lands to be Divided and Servicing Information (Complete each subsection)

6.1

	Frontage (m)	Depth (m)	Area (ha)	Existing Uses	Proposed Uses	Existing Structures	Proposed Structures
Retained Lot	60.34	63.24	0.4	vacant	residential	none	dwelling.
Lot Addition							
Right-of-way							
Benefiting Lot							
Severed Lot 1	60	63.24	0.4	vacat	resid.	none	dwelling
Severed Lot 2							
Severed Lot 3							

6.2 Access (check appropriate space)

	Name	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Provincial Highway						
Municipal (maintained all year)	Lakeshore Road	X		X		
Municipal (Seasonal)						
Other public road						
Right of way						
Water Access						

If Water Access Only

	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Parking and docking facilities to be used					
Approximate distance of these facilities from the subject land					
The nearest public road					

6.4 Water Supply (enter in appropriate space - E for Existing or P for Proposed)

	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Publicly owned and operated piped water system					
Privately owned and operated individual well	P		P		
Privately owned and operated communal well					
Other public road					
Lake or other waterbody					
Other means					

6.5 Sewage Disposal - enter in appropriate space - **E** for Existing or **P** for Proposed

	Retained	Benefiting Lot	Sever (Lot 1)	Sever (Lot 2)	Sever (Lot 3)
Publicly owned and operated sanitary sewage system	P		P		
Privately owned and operated individual septic tank					
Privately owned and operated communal well					
Privately owned and operated communal septic system					
Privately owned and operated communal septic system					
Privy					
Other means					

7. **Official Plan**

7.1 What is the current designation of the subject land in the Official Plan: Rural

8. **Current Application**

8.1 Has the land ever been the subject of an application for approval of a plan of subdivision under section 51 of the Planning Act.

☐ YES ☒ NO ☐ UNKNOWN

If YES, and if known, specify the appropriate file number and status of application and/or Plan No.

8.2 Has the land ever been the subject of a consent under section 53 of the Planning Act.

☐ YES ☒ NO ☐ UNKNOWN

If YES, and if known, specify the appropriate file number and status of application.

8.3 Is the subject land currently the subject of an official plan amendment, zoning by-law, a Minister's zoning order, a minor variance, an approval of a plan of subdivision or a consent.

☐ YES ☒ NO ☐ UNKNOWN

If YES, and if known, specify the appropriate file number and status of application.

8.4 Are there additional consents being applied for on these holdings simultaneously with this application, or being considered for the future?

☐ YES ☒ NO ☐ UNKNOWN

9. **Original Parcel**

9.1 Has any land been severed from the parcel originally acquired by the owner of the subject land.

☐ YES ☒ NO ☐ UNKNOWN

If YES, and if known, specify the date of the transfer, the name of the transferee and the land use on the severed land. _____

10. Affidavit / Sworn Declaration

The contents of the application and appendices shall be validated by the Applicant (or authorized agent) in the form of the following Affidavit / Sworn Declaration before a Commissioner or other person empowered to take Affidavits.

Dated at the Town of Parry Sound this 26th day
of June 2025

I, Cameron & Joan Ward of the Township of McKellar in the
County/District/Regional Municipality of Parry Sound solemnly declare that all the statements
contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing
that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT.**

Cameron Ward

Joan E. Ward
Signature of Applicant or Agent

DECLARED BEFORE ME at the Town of Parry Sound District of Parry Sound in the
of June 2025 this 26th day

Patrick J. Christie
A Commissioner of Oaths

**Patrick James Christie, a Commissioner, etc.,
Province of Ontario, for
Parry Sound Area Property Consulting Inc.
Expires September 4, 2027**

11. Authorizations

- 11.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorizations set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application for Consent and/or Zoning By-law Amendment and I authorize _____ to make this application on my behalf.

Date _____ Signature of Owner _____

- 11.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

Authorization of Owner for Agent to Provide Personal Information

I, _____, am the owner of the land that is the subject of this application for Consent and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize _____, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date _____ Signature of Owner _____

12. Consent of the Owner (this section must be completed for the application to be processed)

12.1 Complete the consent of the owner concerning personal information set out below.

Consent of the Owner to the Use and Disclosure of Personal Information

I, Cameron Joan Ward, am the owner of the land that is the subject of this application and for the purposes of the **Freedom of Information and Protection of Privacy Act**, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the **Planning Act** for the purposes of processing this application.

Date June 26, 2025

Signature of Owner

Cameron E. Ward
Cameron Ward

13. Additional Fees

The applicant hereby agrees:

- (a) to reimburse the Parry Sound Area Planning Board for any costs incurred in processing this application which are above and beyond the amount of the application fee; and
- (b) to pay all costs legal and otherwise, that may be incurred by the Parry Sound Area Planning Board with respect to an OLT Hearing, that may be held as a result of this application for a consent and to provide a deposit for such costs at least 45 days prior to any scheduled hearing.

Date June 26, 2025

Signature of Owner

Cameron E. Ward
Cameron Ward

Plans / Sketches	
<p>SKETCHES TO BE SUBMITTED MUST BE BLACK AND WHITE ON PAPER 8 1/2" x 11"</p> <p>ONE COPY OF SKETCH, IF REPRODUCABLE</p> <p>ALL LETTERING MUST BE LEGIBLE. USE MULTIPLE SKETCHES AT DIFFERENT SCALES IF NECESSARY</p>	
<input type="checkbox"/>	Key Map – Available on the Planning Board Website (www.psapb.ca) http://psapb.ca/index.php/planning-board/forms/application-forms
<input type="checkbox"/>	North Arrow
<input type="checkbox"/>	clearly defined boundaries of severed and retained lots
<input type="checkbox"/>	if more than one severed lot, label the severed lots according to the application (Section 6)
<input type="checkbox"/>	the boundaries & dimensions of any land abutting the subject land that is owned by the owner of the subject land
<input type="checkbox"/>	the distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing
<input type="checkbox"/>	the dimensions of the subject land, the part that is to be severed and the part that is to be retained
<input type="checkbox"/>	the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
<input type="checkbox"/>	the approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that, in the opinion of the applicant may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
<input type="checkbox"/>	the existing uses on adjacent land, such as residential, agricultural and commercial uses
<input type="checkbox"/>	the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way
<input type="checkbox"/>	the location and nature of any easement affecting the subject land

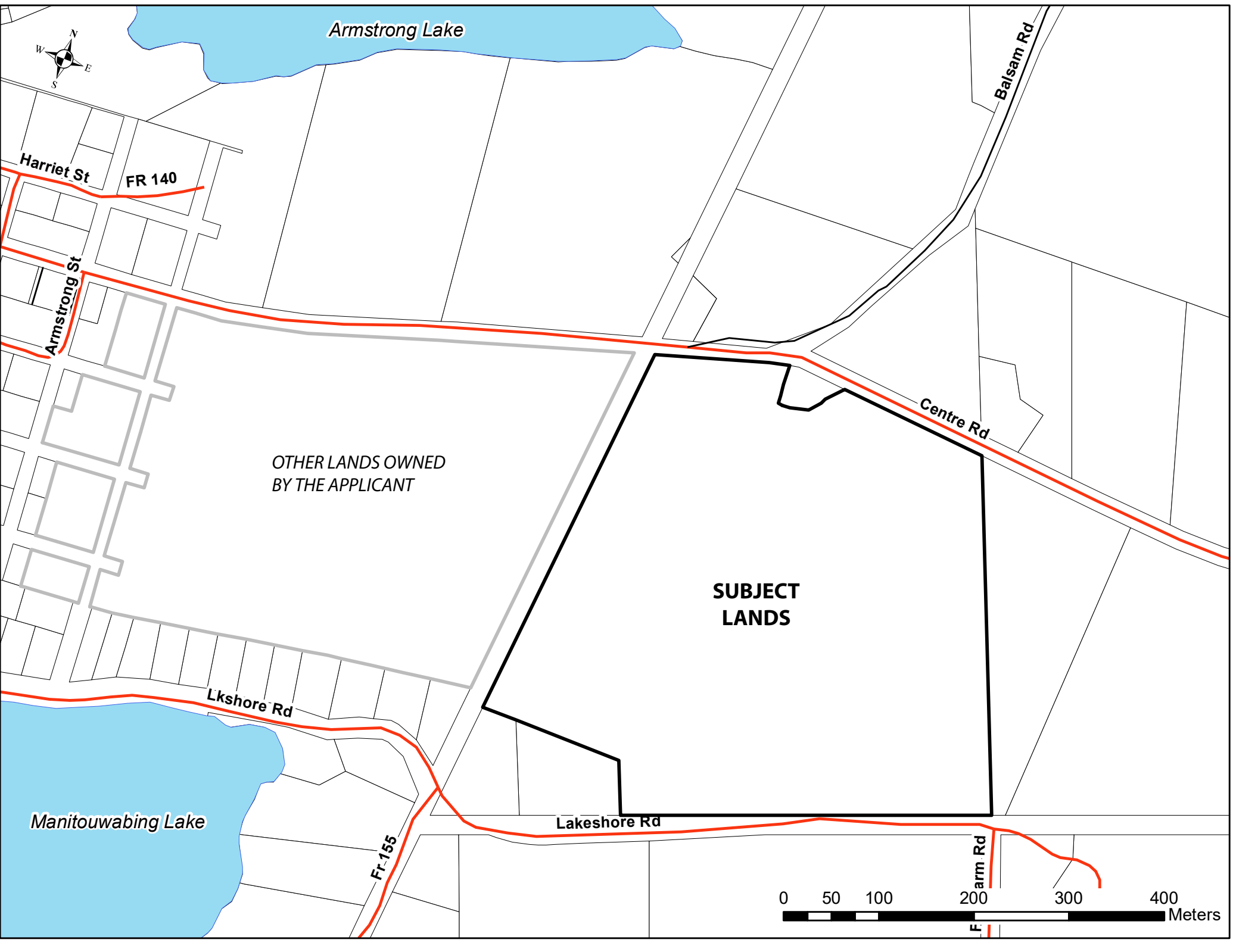
PLANNING BOARD

2023 Fees Base Fee \$1500 + \$750 per lot/lot addition, \$250 for each additional lot addition, \$250 per right-of-way + \$500 deposit for Professional Planning Services

Change of Condition / Re-approval Fee (before lapsing) \$750 Stamping Fee for Retained Lot (Optional): \$750

A fee of \$325 payable to the Township of Carling is required for any application within the Township of Carling (The Township deposit will be reconciled in accordance with the Townships standard rate for their planner for actual time taken).

NOTE: Additional expenses may be incurred (ie. Legal, Planning, Survey, Rezoning, Minor Variance, Parkland Fee) and are the responsibility of the applicant.



Armstrong Lake



Harriet St

FR 140

Armstrong St

Balsam Rd

Centre Rd

OTHER LANDS OWNED
BY THE APPLICANT

SUBJECT
LANDS

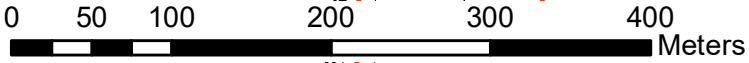
Lkshore Rd

Manitouwabing Lake

Lakeshore Rd

Fr-155

arm Rd





Balsam Rd

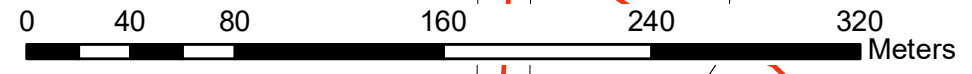
Centre Rd

Lkshore Rd

Lakeshore Rd

RETAIN
19.2 HA

SEVER
0.4 HA



142.3

41.1

13.1 23.5 22.9 22.8

160.2

412.9

311.6

153.5

58.8

330

60

66.7

66.7

60

60

Farm contact information ①

ON

Location of existing livestock facility or
anaerobic digester
District of Parry Sound
Township of McKellar
MCKELLAR
Concession 10, Lot 25
Roll number: 4928-000002-00425-0

Total lot size
98 ac

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	25	25 NU	1250 ft ²

Setback summary

Existing manure storage	V3. Solid, outside, no cover, $\geq 30\%$ DM
Design capacity	25 NU
Potential design capacity	50 NU
Factor A (odour potential)	0.7
Factor D (manure type)	0.7
Factor B (design capacity)	260
Factor E (encroaching land use)	1.1

Building base distance 'F' (A x B x D x E)
(minimum distance from livestock barn)

141 m (463 ft)

Actual distance from livestock barn

152 m (500 ft)

Storage base distance 'S'
(minimum distance from manure storage)

141 m (463 ft)

Actual distance from manure storage

152 m (500 ft)

Preparer signoff & disclaimer**Preparer contact information**

Reg Moore
Farm
#6 Fox Farm Road
Box 14
McKellar, ON
POG1C0
705-389-2073
regm529@gmail.com

Signature of preparer



REG MOORE

Reg Moore, Farm owner/operator

07/19/2025

Date (mm/dd/yyyy)

Note to the user

The Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Form. As a public service to assist farmers, consultants, and the general public, this version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information, mistakes in calculation, errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.

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MDS I

General information

Application date
Jul 19, 2025

Municipal file number
B14/2025 Ward

Proposed application
Lot creation for a maximum of three non-agricultural use lots

Applicant contact information
Reg Moore
Farm
#6 Fox Farm Road
Box 14
McKellar, ON
P0G1C0
705-389-2073
regm529@gmail.com

Location of subject lands 

Calculations

New residential



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

August 19, 2025

Patrick Christie
Parry Sound Area Planning Board
1 Mall Drive, Unit 2
Parry Sound, ON
P2A 3A9

via Email: psapb@vianet.ca

Re: Consent Application – B44/2024 (Flood)

Dear Patrick,

Please be advised that all of the following conditions for the above noted Consent Application have been met.

1. Payment of a fee in lieu of parkland as required in the Township of McKellar fee By-law; (Payment received June 24, 2025)
2. That the Roadway Access Agreement letter dated January 24, 2023, shall remain on title for the newly severed lands. If, during the transfer process, the agreement does not remain on title as an instrument, the applicant shall enter into a new Roadway Access Agreement, registered on title, to the satisfaction of the Municipality, incorporating all aspects of the original agreement, including FRiCorp site evaluation report; (confirmed by Solicitor on July 17, 2025)
3. 911 addressing for the proposed new lot (upon issuance of an entrance or building permit);
4. Payment of any applicable planning fees (n/a).

Regards,

Karlee Britton
Clerk/Administrator
Township of McKellar

**TOWNSHIP OF McKELLAR
RECREATION COMMITTEE – MINUTES**

July 24, 2025, 4:00 p.m.
McKellar Community Centre

PRESENT IN PERSON: Morley Haskim, Terry Lacey, Phil Jeffkins, Dinah
Ryeland-Brown, Kathy Deguara

ABSENT: Francis Deguara, Michelle Dimmick, Judy Ryeland

CALLED TO ORDER: 4:00 p.m.

APPROVAL OF THE MINUTES: Moved by K. Deguara and seconded by T. Lacey that the Recreation Committee of the Township of McKellar does hereby accept the minutes of the May 22, 2025, meeting. **Motion Carried (25-32).**

ADDITIONS TO THE AGENDA: Pickleball tournament

APPROVAL OF THE AGENDA: Moved by K. Deguara and seconded by T. Lacey that the Recreation Committee of the Township of McKellar does hereby accept the agenda for the June 26, 2025, meeting. **Motion Carried (25-33).**

DECLARATION OF CONFLICT OF INTEREST: None

VISITORS: None

VISITOR DEPUTATIONS: None

CORRESPONDENCE RECEIVED: None

REPORTS OF MEMBERS:

1. **Pickleball:** This activity continues to be popular in the community. Mondays and Fridays are very popular with upwards of 30 people attending the activity. The courts in the arena have had the line tape replaced.

Moved by T. Lacey and Seconded by K. Deguara when repairs to either the arena and/or the Community Centre floors are being discussed by the Township, McKellar Rec Committee respectfully requests that Council seek input from the Rec Committee Members with regards to the modifications. **Motion Carried (25-34)**

2. **Badminton:** This activity continues to see a steady following of participants, as well as, new players trying out the sport.
3. **T-Ball:** This event is running smoothly and has had one cancellation due to the weather. The year end BBQ will be at **6pm. on Aug 18, 2025** for the participants.
4. **Community Advertizing:** The Township Staff has agreed to take over the Rec Committee Facebook Page so as to provide a more efficient use of this platform. The Rec Committee will ask that promotion of events, especially on the day before and the day of the event be more prominent in the Community. A QR Code will be developed for the Rec Committee to be displayed on posters, the transfer station, and Minerva Park. Events will continue to be promoted on the electronic and manual boards.
5. **Broadbent BBQ & Fireworks:** Both of these events were well attended. Donations from the community will go towards next year's fireworks. Moved by K. Deguara and Seconded by P. Jenkins, that the monies raised through donation be given to the Broadbent Snowbugs for future firework shows. **Motion Carried (25-35)**
6. **Ribfest 2025:** The event was attended well and overall a good event for the community of McKellar. Seating seemed to be lacking however it was well organized and enjoyed by all.
7. **Cafe Night:** The Rich Howard Trio entertained a crowd that fluctuated between 40 to 60 people during the event. The length of the event can be shortened down to 2 - 2.5 hours. The Committee would like to see the event happen again as it was well received by those in attendance. It was suggested that the name be changed to "Summer Jam Session" to better describe the event. A date for the event and booking of the band should occur early in the year. Promotion and advertising needs to be more prominent.
8. **Kids Fish'n Fun:** Approximately 20 kids attended this outdoor event. It was well received and a good time by all. The Rec Committee would like to continue providing this event to the Community.

NEW BUSINESS:

1. **New Members:** Moved by P. Jenkins and seconded by T. Lacey when an individual has made an application to be appointed to the McKellar Recreation Committee, that said Committee has the opportunity to consider the applicant before Council approval. **Motion Carried (25-36)**
2. **Food Safety Course:** The committee would like to see three members take the "**Food Handlers Certificate**" course.
3. **Arena Lights:** After a conversation with the Operations Department, it is understood that the lights in the arena may be fixed this year if budgeting allows, otherwise the repairs will be put into next year's budget.
4. **Event Timing:** Going forward the Rec Committee will be more attentive to the booking and timing of events. A minimum of two weeks between events to make them more manageable.

Event dates to be set during the spring meetings. Worksheets are to be developed and provided to ensure a smooth operation.

5. **Canoe & Kayak 10am - 12:30pm August 3/25:** Advertising is in place but needs to be confirmed. M. Hammond has volunteered to provide an escort with his pontoon boat.
6. **Ball Diamond Grand Opening - Aug 22, 2025:** A recreational ball game will be organized and the Rec Committee will provide a BBQ for the opening day event.
7. **Fall Fair - Sept 6, 2025:** The kids games are to be set up in the arena for the duration of the day.
8. **Pickleball Tournament - Sept 27, 2025:** An opportunity for 24 participants to compete in a friendly contest of Pickleball. More details to follow.

Next Meeting: September 25, 2025, 2025, 4 pm

Adjournment: Moved by K. Deguara and seconded by M. Haskim that the Recreation Committee of the Township of McKellar does hereby adjourn at 5:20 p.m. **Motion Carried (25-37).**



Township of McKellar

Report to Council

Prepared for: Mayor & Council

Department: Public Works

Date: August 19, 2025

Report No: PW-2025-07

Subject: Request for Winter Maintenance on Fox Farm Road

Recommendation:

Be It Resolved That the Council of the Corporation of the Township of McKellar does hereby receive Report PW-2025-07 Request for Winter Maintenance on Fox Farm Road from Public Works Superintendent, Thomas Stoneman; and

Further That Council decline the request from the Fox Farm Road Extension Association (FFREA) to extend winter maintenance to the 770-metre stretch between 6 Fox Farm Road and Watkins Lane at this time, due to safety concerns related to inadequate turnaround space, the absence of full-time residences, and the need to first review the Township's existing winter maintenance routes for safety and efficiency.

Background:

At the August 5, 2025 Regular Meeting of Council, Council received correspondence from the Fox Farm Road Extension Association (FFREA) requesting that winter maintenance be extended on Fox Farm Road to Watkins Lane. Council subsequently passed Resolution No. 2025-342, directing the Public Works Superintendent to prepare a report on the feasibility, costs, and implications of adding this section of road to the Township's regular winter maintenance schedule.

Analysis:

The section of road under consideration is a 770-metre stretch between 6 Fox Farm Road and Watkins Lane. This portion is currently maintained by the Township in summer only, with the FFREA contracting its own winter maintenance services. The road does not serve any full-time residences and only one seasonal residence, with the surrounding area comprised primarily of farmland that is not accessed in winter.

The entrance to Watkins Lane is situated at the top of a steep hill. During winter months, vehicles approaching from the bottom of the hill must accelerate to make the climb, often with limited or zero visibility. This configuration presents a significant hazard should a snowplow need to turn around at the top, particularly due to the risk of an accelerating vehicle failing to see the plow in time.

Currently, snowplows turn around on a flat, straight section of road with clear visibility in both directions, which is a much safer location.

Additionally, it is unlikely that FFREA's contractor would substantially reduce its rates if the 770-metre section were removed from their winter maintenance contract. From an operational standpoint, the Township should review its existing winter maintenance network before considering the addition of new segments, especially where current routes may already include roads with inadequate turnaround facilities.

Financial:

None at this time.

Policies Affecting Proposal:

N/A

Conclusion:

While the request from the FFREA is understood, extending winter maintenance to the requested stretch poses significant operational and safety concerns, particularly regarding the lack of a safe turnaround location and the potential risk to both snowplow operators and motorists. That portion of road also lacks sufficient winter-use justification, with no full-time residences and minimal seasonal traffic.

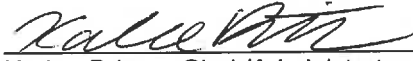
The Township should prioritize a comprehensive review of existing winter maintenance routes to identify and address current safety and turnaround challenges before considering any additional segments for inclusion.

Respectfully submitted by:

Reviewed by:



Thomas Stoneman, Public Works Superintendent



Karlee Britton, Clerk/Administrator

Attachments: None.

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General</u>										
287	Workplace Safety & Insurance Board, PO Box 4115, Station A, Toronto, ON, M5W 2V3									
APR-JNE2025	07-03-25	WSIB payable - WSIB APRIL - JUNE 30,	07-31-25	\$10,886.59	\$10,886.59	01-00-000-636	WSIB payable		\$0.00	(\$8,960.88)
					\$10,886.59					
643	OMERS ADMINISTRATION CORPORATION, 900-100 ADELAIDE STREET WEST, TORONTO, ON, M5H 0E2									
JULY2025	07-03-25	OMERS Payable - PENSION CONTRIBUTION - JUNE 2025	07-31-25	\$16,515.00	\$16,515.00	01-00-000-639	OMERS Payable		\$0.00	\$1,393.60
					\$16,515.00					
Total General					\$27,401.59					
<u>General Liabilities and Equity</u>										
1299	Joanne Erazo, 8 Lakeview Cres., McKellar, ON, P2A 0B5									
JUN-25	06-27-25	Refundable Entrance/Bldg Fees - REFUND FOR ROAD DAMAGE DEPOSIT	07-31-25	\$750.00	\$750.00	01-01-030-617	Refundable		\$0.00	(\$11,250.00)
					\$750.00					
Total General Liabilities and Equity					\$750.00					
<u>General Government</u>										
222	Purolator Courier Ltd, PO BOX 4800, STATION MAIN, CONCORD, ON, L4K 0K1									
520191330	06-21-25	Postage/Courier - SHIPMENT	07-31-25	\$10.52	\$10.52	01-02-060-010	Postage/Courier		\$8,000.00	\$4,028.33
					\$10.52					
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
70453171	06-27-25	Office Supplies/Materials - PAPER	07-31-25	\$68.13	\$68.13	01-02-060-009	Office		\$4,500.00	\$2,828.15
					\$68.13					
533	Russell, Christie, LLP, 505 Memorial Avenue, P.O. Box 158, Orillia, ON, L3V 6J3									
64-103-068/1	06-20-25	Professional Services - Legal / Land Registry etc - DEBENTURE LEGAL	07-31-25	\$812.19	\$812.19	01-02-060-020	Professional Services -		\$31,000.00	\$29,227.47
64-103-069/1	06-20-25	Professional Services - Legal / Land Registry etc - GENERAL LEGAL	07-31-25	\$480.51	\$480.51	01-02-060-020	Professional Services -		\$31,000.00	\$29,227.47
					\$1,292.70					

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
604	Local Authority Services, 155 UNIVERSITY AVENUE, SUITE 800, TORONTO, ON, M5H 3B7									
EPT003844		02-01-25	Memberships/Subscriptions - ENERGY PLANNING TOOL - 2025	07-31-25	\$320.54	\$320.54	01-02-060-017	Memberships/Subscriptio	\$4,000.00	\$1,097.95
						\$320.54				
Total General Government						\$1,691.89				
<u>Fire Protection Services</u>										
83	Fisher's Regalia & Uniform, 3 Queen St., Parry Sound, ON, P2A 2W1									
56877		03-27-25	Safety Equipment/Protective Clothing - MILITARY SHIRT, SEW ON CRESTS, & HELMET DECALS - FIRE DEPT	07-31-25	\$74.28	\$74.28	01-03-150-100	Safety	\$20,000.00	\$9,332.60
						\$74.28				
503	FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL, 100 STROWGER BLVD., SUITE 119, BROCKVILLE, ON, K6V 5J9									
IN168829		06-26-25	Fire Prevention - COLOURING BOOKS, JUNIOR FIRE CHIEF HELMETS, & REFLECTIVE KEY CHAINS	07-31-25	\$293.15	\$293.15	01-03-150-103	Fire Prevention	\$4,000.00	\$1,797.88
IN168851		06-30-25	Fire Prevention - FIRE SAFETY PUZZLES & SHOE CHARMS	07-31-25	\$147.99	\$147.99	01-03-150-103	Fire Prevention	\$4,000.00	\$1,797.88
						\$441.14				
Total Fire Protection Services						\$515.42				
<u>Protection to Persons and Property</u>										
83	Fisher's Regalia & Uniform, 3 Queen St., Parry Sound, ON, P2A 2W1									
57578		06-26-25	Miscellaneous - BY-LAW BADGE & DOG TAG CHAIN	07-31-25	\$122.11	\$122.11	01-05-190-024	Miscellaneous	\$1,500.00	(\$34.84)
						\$122.11				
Total Protection to Persons and Property						\$122.11				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Transportation</u>										
67	Da-Lee	Dust Control, 350 Jones Road, Stoney Creek, ON, L8E 5N2								
INV0103071		06-20-25	Dust Control Materials/Supplies - 35% LIQUID CALCIUM CHLORIDE SPRAYED - MUNICIPAL DUST CONTROL	07-31-25	\$12,831.56	\$12,831.56	01-06-223-146	Dust Control	\$70,000.00	\$70,000.00
INV0103076		06-23-25	Dust Control Materials/Supplies - 35% LIQUID CALCIUM CHLORIDE SPRAYED - MUNICIPAL DUST CONTROL	07-31-25	\$6,062.83	\$6,062.83	01-06-223-146	Dust Control	\$70,000.00	\$70,000.00
INV0103077		06-24-25	Dust Control Materials/Supplies - 35% LIQUID CALCIUM CHLORIDE SPRAYED - MUNICIPAL DUST CONTROL	07-31-25	\$12,831.56	\$12,831.56	01-06-223-146	Dust Control	\$70,000.00	\$70,000.00
						\$31,725.95				
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187544		06-26-25	Workshop Supplies - SHOP SUPPLIES	07-31-25	\$65.44	\$65.44	01-06-210-148	Workshop Supplies	\$3,000.00	\$1,700.91
						\$65.44				
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
894253		06-25-25	Fuel - Diesel - DYED LOW SULPHUR	07-31-25	\$767.76	\$767.76	01-06-228-142	Fuel - Diesel	\$65,000.00	\$31,370.19
894254		06-25-25	Fuel - Diesel - ULTRA LOW SULPHUR	07-31-25	\$1,369.28	\$1,369.28	01-06-228-142	Fuel - Diesel	\$65,000.00	\$31,370.19
						\$2,137.04				
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3076821		06-26-25	Motor Oil/Grease - 4L MOTOMIX	07-31-25	\$150.44	\$150.44	01-06-228-140	Motor Oil/Grease	\$3,600.00	(\$522.84)
1-3076820		06-26-25	Maintenance Costs/Parts - SUPPLIES FOR CAT BACKHOE	07-31-25	\$245.54	\$245.54	01-06-243-143	Maintenance	\$25,000.00	\$18,992.09
						\$395.98				
385	Constable Towing & Recovery, P.O. BOX 236, NOBEL, ON, P0G 1G0									
MCK1012		05-22-25	Maintenance Costs/Parts - REPAIRS FOR FREIGHTLINER #19	07-31-25	\$502.86	\$502.86	01-06-237-143	Maintenance	\$17,000.00	\$7,486.14
						\$502.86				
533	Russell, Christie, LLP, 505 Memorial Avenue, P.O. Box 158, Orillia, ON, L3V 6J3									
64-103-061/1		06-20-25	Materials & Supplies - BALLFIELD ACQUISITION LEGAL	07-31-25	\$5,404.03	\$5,404.03	01-06-424-145	Materials & Supplies	\$229,488.81	\$148,766.36
						\$5,404.03				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
845	TOROMONT CAT, 3131 Highway 7 West., POBox 5511, Concord, ON, L4K 1B7									
WO901082842		06-30-25	Maintenance Costs/Parts - MAINTENANCE FOR CAT GRADER	07-31-25	\$190.28	\$190.28	01-06-248-143	Maintenance	\$20,000.00	\$18,678.48
						\$190.28				
1547	J.W. Tire, 301 Sophia Street, Trout Creek, ON, P0H 2L0									
2934		06-23-25	Maintenance Costs/Parts - REPLACED TIRE FOR CASE BACKHOE	07-31-25	\$266.61	\$266.61	01-06-238-143	Maintenance	\$10,000.00	\$7,599.77
						\$266.61				
Total Transportation						\$40,688.19				
<u>Environmental Services</u>										
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
104670		06-28-25	Maintenance Costs/Parts - MONTHLY TOILET RENTAL MAY 30 - JUN 26 - TRANSFER STATION	07-31-25	\$190.29	\$190.29	01-08-300-143	Maintenance	\$8,400.00	\$4,974.55
						\$190.29				
331	Municipality of McDougall, 5 Baragar Blvd., McDougall, ON, P2A 2W9									
25897		06-30-25	Waste Tipping Fees - WASTE TIPPING FEES - JUNE 2025	07-31-25	\$8,324.35	\$8,324.35	01-08-301-123	Waste Tipping Fees	\$82,000.00	\$52,992.20
						\$8,324.35				
Total Environmental Services						\$8,514.64				
<u>Parks and Recreation Facilities</u>										
147	Little Gardens, 36 Bowes ST, Parry Sound, ON, P2A 2K9									
32933		06-18-25	Materials & Supplies - FLOWERS FOR MINERVA PARK & COMMUNITY HALL	07-31-25	\$902.21	\$902.21	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
						\$902.21				
1284	DINAH RYELAND-BROWN, RECREATION COMMITTEE, , ,									
JUN-25		06-24-25	Materials & Supplies - REIMBURSEMENT FOR REC COMM T-SHIRTS	07-31-25	\$221.84	\$221.84	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
						\$221.84				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1404	JUDY RYELAND, 52 MCCORDS ROAD, MCKELLAR, ON,									
JUN-25		06-26-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES FOR BBQ & FIREWORKS - REC COMM	07-31-25	\$165.71	\$165.71	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
JUN-25		06-26-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES FOR BBQ & FIREWORKS - REC COMM	07-31-25	\$119.00	\$119.00	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
						\$284.71				
1405	TERRY LACEY, 210 BURNETT'S ROAD, MCKELLAR, ON,									
JUN26/25-1		06-26-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES FOR BBQ & FIREWORKS - REC COMM	07-31-25	\$64.04	\$64.04	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
JUN26/25-2		06-26-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES FOR BBQ & FIREWORKS - REC COMM	07-31-25	\$38.13	\$38.13	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
JUN26/25-2		06-26-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES FOR BBQ & FIREWORKS - REC COMM	07-31-25	\$39.17	\$39.17	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,003.52
						\$141.34				
Total Parks and Recreation Facilities						\$1,550.10				
<u>Community Centre</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187604		07-02-25	Materials & Supplies - BY-LAW BADGE & DOG TAG CHAIN	07-31-25	\$209.58	\$209.58	01-12-370-145	Materials & Supplies	\$2,500.00	\$2,309.99
						\$209.58				
Total Community Centre						\$209.58				
<u>Planning and Development</u>										
842	JANICE GIBSON,									
JUN27-25		06-25-25	McKellar Market Expenses - SUPPLIES FOR MCKELLAR MARKET	07-31-25	\$49.98	\$49.98	01-14-420-262	McKellar Market	\$2,695.00	\$1,377.16

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
JUN27-25		06-25-25	McKellar Market Expenses - SUPPLIES FOR MCKELLAR MARKET	07-31-25	\$261.50	\$261.50	01-14-420-262	McKellar Market	\$2,695.00	\$1,377.16
						\$311.48				
Total Planning and Development						\$311.48				
Total Bills To Pay:						\$81,755.00				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
154	MINISTER OF FINANCE, 33 KING STREET WEST, P.O. BIX 620, OSHAWA, ON, L1H 8E9									
JUNE2025		07-14-25	EHT payable	07-31-25	\$2,325.06	\$2,325.06	01-00-000-637	EHT payable	\$0.00	(\$5,779.62)
						\$2,325.06				
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
JULY09/25		07-09-25	CPP Deductions	07-31-25	\$5,295.54	\$5,295.54	01-00-000-631	CPP Deductions	\$0.00	(\$8,409.90)
JULY09/25		07-09-25	EI Deductions	07-31-25	\$1,584.08	\$1,584.08	01-00-000-632	EI Deductions	\$0.00	(\$2,728.51)
JULY09/25		07-09-25	Income Tax Payable	07-31-25	\$8,930.75	\$8,930.75	01-00-000-633	Income Tax Payable	\$0.00	(\$8,560.20)
						\$15,810.37				
Total General						\$18,135.43				
Total Bills To Pay:						\$18,135.43				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
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General

308	Debbie Zulak,									
JULY8/2025		07-08-25	Bank Account - COUNCILLOR PAY	07-31-25	\$701.80	\$701.80	01-00-011-801	Bank Account	\$0.00	(\$3,037,411.92)
						\$701.80				

Total General**\$701.80****General Government**

116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro Admin	07-31-25	\$781.50	\$781.50	01-02-060-008	Hydro Admin	\$14,000.00	\$3,399.62
						\$781.50				
194	Near North Business Machines, 86 West RD, Huntsville, ON, P1H 1M1									
63462		07-01-25	Information Technology Support - MICROSOFT OFFICE 365 - JULY 2025	07-31-25	\$719.54	\$719.54	01-02-060-023	Information Technology	\$45,000.00	\$13,849.11
63464		07-01-25	Information Technology Support - FULLY MANAGED SERVICE PROGRAM - JULY	07-31-25	\$1,851.01	\$1,851.01	01-02-060-023	Information Technology	\$45,000.00	\$13,849.11
						\$2,570.55				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
JUN2025		06-22-25	Office Equipment - AMAZON	07-31-25	\$100.74	\$100.74	01-02-060-018	Office Equipment	\$7,500.00	\$352.80
JUN2025		06-22-25	Information Technology Support - REV	07-31-25	\$27.90	\$27.90	01-02-060-023	Information Technology	\$45,000.00	\$13,849.11
JUN2025		06-22-25	Information Technology Support - GOOGLE SUITE	07-31-25	\$246.05	\$246.05	01-02-060-023	Information Technology	\$45,000.00	\$13,849.11
JUN2025		06-22-25	Telecommunicaiton Service (Internet, Website) - STARLINK	07-31-25	\$791.69	\$791.69	01-02-060-031	Telecommunicaiton	\$9,500.00	\$5,791.91
JUN2025		06-22-25	Telecommunicaiton Service (Internet, Website) - XPLOARNET	07-31-25	\$93.11	\$93.11	01-02-060-031	Telecommunicaiton	\$9,500.00	\$5,791.91
						\$1,259.49				
1347	KARLEE BRITTON, , , ,									
JUL-25		07-03-25	Discretionary Donations - BEREAVEMENT DONATION	07-31-25	\$122.00	\$122.00	01-02-060-128	Discretionary Donations	\$5,000.00	\$4,100.00
						\$122.00				
1457	LASALLE BUSINESS MACHINES, 887-D NOTRE DAME AVE, SUDBURY, ON, P3A 2T2									
146529		07-01-25	Printing/Photocopier - PRINTER LEASE & COPIES - JULY 2025	07-31-25	\$354.63	\$354.63	01-02-060-012	Printing/Photocopier	\$5,000.00	\$2,755.94
						\$354.63				

Total General Government**\$5,088.17**

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Fire Protection Services</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro	07-31-25	\$156.69	\$156.69	01-03-151-008	Hydro	\$2,500.00	\$1,726.67
JUL-25		07-03-25	Hydro	07-31-25	\$259.66	\$259.66	01-03-152-008	Hydro	\$3,500.00	\$1,764.28
JUL-25		07-03-25	Hydro	07-31-25	\$120.94	\$120.94	01-03-154-008	Hydro	\$1,750.00	\$849.09
						\$537.29				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
JUN2025		06-22-25	Courses & Training - SJA	07-31-25	\$625.00	\$625.00	01-03-150-015	Courses & Training	\$25,000.00	\$14,627.54
JUN2025		06-22-25	Memberships/Subscriptions - YOUTUBE	07-31-25	\$13.22	\$13.22	01-03-150-017	Memberships/Subscriptio	\$1,200.00	(\$6.83)
JUN2025		06-22-25	Miscellaneous - MCKELLAR GENERAL	07-31-25	\$81.40	\$81.40	01-03-150-024	Miscellaneous	\$3,500.00	\$1,548.46
JUN2025		06-22-25	Miscellaneous - NO FRILLS	07-31-25	\$100.00	\$100.00	01-03-150-024	Miscellaneous	\$3,500.00	\$1,548.46
JUN2025		06-22-25	Miscellaneous - DOLLARAMA	07-31-25	\$30.53	\$30.53	01-03-150-024	Miscellaneous	\$3,500.00	\$1,548.46
JUN2025		06-22-25	Fire Fighting Tools/Equipment - WFR	07-31-25	\$343.62	\$343.62	01-03-150-111	Fire Fighting	\$29,724.00	\$12,009.67
JUN2025		06-22-25	Equipment & Repairs - CANADIAN TIRE	07-31-25	\$276.78	\$276.78	01-03-150-114	Equipment & Repairs	\$8,500.00	\$6,780.18
						\$1,470.55				
Total Fire Protection Services						\$2,007.84				
<u>Building Department</u>										
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
895574		07-09-25	Vehicle Fuel - Gas - REGULAR GAS - CBO	07-31-25	\$31.10	\$31.10	01-04-170-141	Vehicle Fuel - Gas	\$1,200.00	\$912.96
						\$31.10				
Total Building Department						\$31.10				
<u>Protection to Persons and Property</u>										
1392	CHRIS KASULKE,									
202506		07-08-25	Bylaw Enforcement Annual Levy - BY-LAW ENFORCEMENT - JUNE 2025	07-31-25	\$1,668.32	\$1,668.32	01-05-182-030	Bylaw Enforcement	\$40,000.00	\$35,446.79
202506		07-08-25	Mileage	07-31-25	\$24.64	\$24.64	01-05-190-006	Mileage	\$3,000.00	\$2,888.52
						\$1,692.96				
Total Protection to Persons and Property						\$1,692.96				
<u>Transportation</u>										
67	Da-Lee Dust Control, 350 Jones Road, Stoney Creek, ON, L8E 5N2									
INV0103312		07-02-25	Dust Control Materials/Supplies - 35% LIQUID CALCIUM CHLORIDE SPRAYED - MUNICIPAL DUST CONTROL	07-31-25	\$12,831.56	\$12,831.56	01-06-223-146	Dust Control	\$70,000.00	\$38,274.05

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
INV0103313		07-02-25	Dust Control Materials/Supplies - 35% LIQUID CALCIUM CHLORIDE SPRAYED - MUNICIPAL DUST CONTROL	07-31-25	\$11,738.23	\$11,738.23	01-06-223-146	Dust Control	\$70,000.00	\$38,274.05
						\$24,569.79				
71	Duncor Enterprises Inc., 101 Big Bay Point Road, Barrie, ON, L4N 8M5									
2025064		07-04-25	Capital - Hardtop - MICRO SURFACING FOR BALSAM RD	07-31-25	\$59,660.93	\$59,660.93	01-06-605-424	Capital - Hardtop	\$66,144.00	\$66,144.00
2025064		07-04-25	Capital - Hardtop - MICRO SURFACING FOR MANITOU DR	07-31-25	\$87,786.32	\$87,786.32	01-06-648-424	Capital - Hardtop	\$91,584.00	\$91,584.00
						\$147,447.25				
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro	07-31-25	\$292.09	\$292.09	01-06-210-008	Hydro	\$3,000.00	\$592.32
						\$292.09				
982	AIR AUTOMOTIVE TRACKING INC., 160 COLLARD DRIVE, KING CITY, ON, L7B 1E4									
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-233-143	Maintenance	\$13,000.00	\$8,784.02
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-235-143	Maintenance	\$11,000.00	\$9,692.98
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-237-143	Maintenance	\$17,000.00	\$6,983.28
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-246-143	Maintenance	\$8,000.00	\$3,217.80
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-247-143	Maintenance	\$5,000.00	\$4,878.25
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-248-143	Maintenance	\$20,000.00	\$18,488.20
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-250-143	Maintenance	\$10,000.00	\$9,553.58
MCK07-25		07-02-25	Maintenance Costs/Parts	07-31-25	\$20.35	\$20.35	01-06-251-143	Maintenance	\$5,000.00	(\$121.43)
						\$162.80				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
JUN2025		06-22-25	Office Supplies/Materials - NO FRILLS	07-31-25	\$18.75	\$18.75	01-06-200-009	Office	\$500.00	(\$213.92)
JUN2025		06-22-25	Miscellaneous - MCKELLAR GENERAL	07-31-25	\$15.79	\$15.79	01-06-200-024	Miscellaneous	\$500.00	\$210.00
						\$34.54				
1096	RHH ENGINEERING, 70 ISABELLA STREET, UNIT 111, PARRY SOUND, ON, P2A 2Z1									
25009		07-03-25	Capital - Consult Service - HURDVILLE BRIDGE CONTRACT ADMIN	07-31-25	\$2,727.17	\$2,727.17	01-06-705-428	Capital - Consult	\$15,000.00	(\$2,299.20)
						\$2,727.17				
2575	1000382254 ONTARIO INC., 111 LIGTHALL ROAD, MILFORD, ON, K0K 1P0									
1074		06-26-25	Materials & Supplies - HURDVILLE BRIDGE RAILING REPLACEMENT	07-31-25	\$153,861.12	\$153,861.12	01-06-705-145	Materials & Supplies	\$385,000.00	\$384,796.48
						\$153,861.12				
Total Transportation						\$329,094.76				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Street Lighting</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro	07-31-25	\$23.23	\$23.23	01-07-229-008	Hydro	\$1,900.00	\$784.85
JUL-25		07-03-25	Hydro	07-31-25	\$124.76	\$124.76	01-07-229-008	Hydro	\$1,900.00	\$784.85
JUL-25		07-03-25	Hydro	07-31-25	\$12.41	\$12.41	01-07-229-008	Hydro	\$1,900.00	\$784.85
JUL-25		07-03-25	Hydro	07-31-25	\$5.08	\$5.08	01-07-229-008	Hydro	\$1,900.00	\$784.85
						\$165.48				
Total Street Lighting						\$165.48				
<u>Environmental Services</u>										
12	Adams Brothers Construction Ltd, P.O. Box 324, Parry Sound, ON, P2A 2X4									
182434		07-03-25	Scrap Metal Revenue - SCRAP PURHCASE	07-31-25	(\$1,000.00)	(\$1,000.00)	01-08-104-571	Scrap Metal Revenue	\$8,500.00	\$5,369.43
182394		07-02-25	Maintenance Costs/Parts - REPLACED DIAPER TARPS ON BOTH GARBAGE COMPACTORS	07-31-25	\$794.75	\$794.75	01-08-300-143	Maintenance	\$8,400.00	\$4,784.26
182433		07-03-25	Waste Hauling Contract - WASTE HAULING CONTRACT - JUNE 2025	07-31-25	\$4,648.86	\$4,648.86	01-08-301-122	Waste Hauling Contract	\$60,000.00	\$42,344.89
						\$4,443.61				
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro	07-31-25	\$110.50	\$110.50	01-08-300-008	Hydro	\$2,000.00	\$425.95
						\$110.50				
Total Environmental Services						\$4,554.11				
<u>Parks and Recreation Facilities</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25		07-03-25	Hydro	07-31-25	\$35.03	\$35.03	01-11-360-008	Hydro	\$450.00	\$235.72
						\$35.03				
2557	Rich Howard, 18 Glenwood Drive, Huntsville, ON, P1H 1B6									
JUL-25		07-09-25	Entertainment costs - REMAINING PAYMENT FOR BAND FOR CAFÉ EVENT - REC	07-31-25	\$900.00	\$900.00	01-11-360-025	Entertainment costs	\$0.00	(\$300.00)
						\$900.00				
Total Parks and Recreation Facilities						\$935.03				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Community Centre</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25	07-03-25 Hydro			07-31-25	\$348.89	\$348.89	01-12-370-008	Hydro	\$7,500.00	\$2,767.67
						\$348.89				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
JUN2025	06-22-25 Water Testing - WCWC			07-31-25	\$122.11	\$122.11	01-12-370-257	Water Testing	\$2,000.00	\$1,403.97
						\$122.11				
Total Community Centre						\$471.00				
<u>Cultural</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-25	07-03-25 Library - Hydro			07-31-25	\$265.16	\$265.16	01-13-381-008	Library - Hydro	\$5,000.00	\$1,403.42
						\$265.16				
Total Cultural						\$265.16				
<u>Planning and Development</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187687	07-08-25 McKellar Market Expenses - PADLOCK & KEYS FOR MCKELLAR MARKET			07-31-25	\$25.41	\$25.41	01-14-420-262	McKellar Market	\$2,695.00	\$1,065.68
						\$25.41				
1370	DAVID KING, 118 JONES ROAD, MCKELLAR, ON, P2A 0B5									
JUL-25	07-08-25 Planning Fees - Committee of Adjustment - MINOR VARIANCE REFUND			07-31-25	\$500.00	\$500.00	01-14-104-537	Planning Fees -	\$3,000.00	(\$250.00)
						\$500.00				
Total Planning and Development						\$525.41				
Total Bills To Pay:						\$345,532.82				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General Government</u>										
206	Municipal Property Assessment Corp, P.O. BOX 3884, COMMERCE COURT POSTAL STATION, TORONTO, ON, M5L 1K									
180003897		07-01-25	MPAC Annual Levy - QUARTERLY BILLING - 3RD PAYMENT - 2025	07-31-25	\$18,057.64	\$18,057.64	01-02-310-030	MPAC Annual Levy	\$72,230.57	\$36,115.29
						\$18,057.64				
329	Smellies, 27 Dominion St., Bracebridge, ON, P1L 2A5									
45890		07-15-25	Office Supplies/Materials - WINDOW ENVELOPES FOR FINAL TAX BILL - 2025	07-31-25	\$422.82	\$422.82	01-02-060-009	Office	\$4,500.00	\$2,760.02
						\$422.82				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$522.24	\$522.24	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
JUL-25		07-16-25	Employee Benefits	07-31-25	\$314.35	\$314.35	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
JUL-25		07-16-25	Employee Benefits	07-31-25	\$660.02	\$660.02	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
						\$1,496.61				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$4.10	\$4.10	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
JUL-25		07-16-25	Employee Benefits	07-31-25	\$3.80	\$3.80	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
JUL-25		07-16-25	Employee Benefits	07-31-25	\$10.27	\$10.27	01-02-060-005	Employee Benefits	\$20,707.89	\$12,470.63
						\$18.17				
Total General Government						\$19,995.24				
<u>Fire Protection Services</u>										
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$35.89	\$35.89	01-03-150-005	Employee Benefits	\$6,000.00	\$3,074.53
						\$35.89				
Total Fire Protection Services						\$35.89				
<u>Building Department</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187772		07-14-25	Vehicle Maintenance Costs/Parts - WINDSHEILD WASHER FLUID	07-31-25	\$7.11	\$7.11	01-04-170-143	Vehicle Maintenance	\$400.00	\$400.00
						\$7.11				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$513.07	\$513.07	01-04-170-005	Employee Benefits	\$9,126.62	\$5,675.68
						\$513.07				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$3.52	\$3.52	01-04-170-005	Employee Benefits	\$9,126.62	\$5,675.68
						\$3.52				
Total Building Department						\$523.70				
<u>Protection to Persons and Property</u>										
975	Minister of Finance (OPP), 33 KING STREET WEST, P.O. BOX 647, OSHAWA, ON, L1H 8X3									
380907251247112		07-09-25	Policing Services Annual Levy - OPP LEVY - APRIL 2025	07-31-25	\$31,216.00	\$31,216.00	01-05-160-030	Policing Services Annual	\$374,588.00	\$281,722.00
						\$31,216.00				
Total Protection to Persons and Property						\$31,216.00				
<u>Transportation</u>										
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
895694		07-10-25	Fuel - Gas - REGULAR GAS - GARAGE	07-31-25	\$1,300.73	\$1,300.73	01-06-228-141	Fuel - Gas	\$1,000.00	(\$301.27)
						\$1,300.73				
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3079675		07-15-25	Maintenance Costs/Parts - REPAIRS FOR FREIGHTLINER #20	07-31-25	\$76.87	\$76.87	01-06-233-143	Maintenance	\$13,000.00	\$8,763.67
						\$76.87				
336	Wurth Canada Limited, 345 HANLON CREEK BLVD., GUELPH, ON, N1C 0A1									
26471479		07-15-25	Workshop Supplies - SCREW DRIVER	07-31-25	\$56.93	\$56.93	01-06-210-148	Workshop Supplies	\$3,000.00	\$1,635.47
						\$56.93				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$269.99	\$269.99	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$504.01	\$504.01	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$463.27	\$463.27	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$453.24	\$453.24	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$459.53	\$459.53	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
						\$2,150.04				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$1.81	\$1.81	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$2.17	\$2.17	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$2.15	\$2.15	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
JUL-25		07-16-25	Employee Benefits	07-31-25	\$3.02	\$3.02	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
JUL-25		07-16-25	Employee Benefits	07-31-25	\$2.17	\$2.17	01-06-200-005	Employee Benefits	\$23,155.20	\$10,802.28
						\$11.32				
Total Transportation						\$3,595.89				
<u>Environmental Services</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187724		07-10-25	Materials & Supplies - PORTABLE COMBINATION KEY LOCK BOX - TRANSFER STATION	07-31-25	\$111.92	\$111.92	01-08-300-145	Materials & Supplies	\$2,000.00	\$1,161.82
						\$111.92				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUL-25		07-16-25	Employee Benefits	07-31-25	\$117.31	\$117.31	01-08-300-005	Employee Benefits	\$1,428.00	\$798.91
						\$117.31				
Total Environmental Services						\$229.23				
<u>Health Services</u>										
196	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT, 345 OAK STREET WEST, NORTH BAY, ON, P1B 2T2									
JULY 2025		07-01-25	North Bay Parry Sound Health Unit Annual Levy - MUNICIPAL LEVY - JULY 2025	07-31-25	\$3,691.33	\$3,691.33	01-09-330-030	North Bay Parry Sound	\$44,296.00	\$22,147.98
						\$3,691.33				
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
JULY2025		07-17-25	EMS Ambulance Annual Levy - LAND AMBULANCE - JULY 2025	07-31-25	\$20,659.66	\$20,659.66	01-09-320-030	EMS Ambulance Annual	\$247,915.93	\$123,957.97
						\$20,659.66				
Total Health Services						\$24,350.99				
<u>Parks and Recreation Facilities</u>										
169	McKellar Township Public Library, , , ,									
JUL-25		07-16-25	Donations to Groups	07-31-25	\$150.00	\$150.00	01-11-360-127	Donations to Groups	\$200.00	\$200.00
						\$150.00				
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
105026		07-11-25	Maintenance Costs/Parts - MONTHLY TOILET RENTAL JUN 13 - JUL 10 - MINERVA PARK	07-31-25	\$336.83	\$336.83	01-11-360-143	Maintenance	\$7,000.00	\$5,670.91
105027		07-11-25	Maintenance Costs/Parts - MONTHLY TOILET RENTAL JUN 13- JUL 10 - COMM HALL	07-31-25	\$190.29	\$190.29	01-11-360-143	Maintenance	\$7,000.00	\$5,670.91
						\$527.12				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
873 JUL-25	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	07-16-25	Employee Benefits	07-31-25	\$255.82	\$255.82	01-11-360-005	Employee Benefits	\$3,672.00	\$2,117.36
						\$255.82				
1284 JUL-25/1	DINAH RYELAND-BROWN, RECREATION COMMITTEE, , ,	07-11-25	Materials & Supplies - REIMBURSEMENT FOR SUPPLIES BOUGHT FOR CAFÉ NIGHT - REC COMM	07-31-25	\$128.69	\$128.69	01-11-360-145	Materials & Supplies	\$4,000.00	\$1,453.42
						\$128.69				
1405 JUL-25	TERRY LACEY, 210 BURNETT'S ROAD, MCKELLAR, ON,	07-11-25	Materials & Supplies - PICKLE BALL	07-31-25	\$91.49	\$91.49	01-11-360-145	Materials & Supplies	\$4,000.00	\$1,453.42
JUL-25		07-11-25	Materials & Supplies - BBQ	07-31-25	\$17.96	\$17.96	01-11-360-145	Materials & Supplies	\$4,000.00	\$1,453.42
						\$109.45				
1486 JUL-25	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	07-16-25	Employee Benefits	07-31-25	\$1.64	\$1.64	01-11-360-005	Employee Benefits	\$3,672.00	\$2,117.36
						\$1.64				
Total Parks and Recreation Facilities						\$1,172.72				
<u>Community Centre</u>										
873 JUL-25	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	07-16-25	Employee Benefits	07-31-25	\$477.18	\$477.18	01-12-370-005	Employee Benefits	\$2,734.74	\$338.69
						\$477.18				
1486 JUL-25	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	07-16-25	Employee Benefits	07-31-25	\$2.44	\$2.44	01-12-370-005	Employee Benefits	\$2,734.74	\$338.69
						\$2.44				
2576 JUL-25	MEGAN ATTARD, , , ,	07-14-25	Materials & Supplies - REIMBURSEMENT FOR PICTURES OF THE KING FOR COMM HALL & COUNCIL CHAMBERS	07-31-25	\$50.00	\$50.00	01-12-370-145	Materials & Supplies	\$2,500.00	\$2,100.41
						\$50.00				
Total Community Centre						\$529.62				
Total Bills To Pay:						\$81,649.28				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General</u>										
308	Debbie Zulak,									
JULY22-25	07-22-25	Bank Account - COUNCILLOR PAY JULY 6 - JULY 19	07-31-25	\$701.80	\$701.80	01-00-011-801	Bank Account	\$0.00	(\$2,532,912.19)	
					\$701.80					
Total General					\$701.80					
<u>General Government</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187879	07-21-25	Office Supplies/Materials	07-31-25	\$14.91	\$14.91	01-02-060-009	Office	\$4,500.00	\$2,337.20	
					\$14.91					
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
70536009	07-09-25	Office Supplies/Materials - PENS & BINDER	07-31-25	\$55.95	\$55.95	01-02-060-009	Office	\$4,500.00	\$2,337.20	
					\$55.95					
1134	ENCOMPASSIT, 1894 LASALLE BOULEVARD, SUDBURY, ON,									
IN-15349	07-16-25	Information Technology Support - MANAGAED TAXES - FINAL RUN	07-31-25	\$3,355.27	\$3,355.27	01-02-060-023	Information Technology	\$45,000.00	\$11,004.61	
					\$3,355.27					
1472	REALTAX INC., 18075 LESLIE STREET, UNIT 200, NEWMARKET, ON, L3Y 9A4									
107213	07-16-25	Consultant Services - FIRST NOTICE - EXECUTION & TITLE SEARCH, TAX ARREARS CERTIFICATE REGISTERED	07-31-25	\$1,104.10	\$1,104.10	01-02-060-021	Consultant Services	\$20,000.00	\$16,361.11	
					\$1,104.10					
Total General Government					\$4,530.23					
<u>Fire Protection Services</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7`									
JUL2025	07-13-25	Telephone - CHIEF	07-31-25	\$37.81	\$37.81	01-03-150-007	Telephone	\$3,000.00	\$1,079.76	
JUL2025	07-13-25	Telephone - RESCUE # 2	07-31-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,079.76	
JUL2025	07-13-25	Telephone - TURBO 1	07-31-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,079.76	
JUL2025	07-13-25	Telephone - IPAD	07-31-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,079.76	
JUL2025	07-13-25	Telephone - TURBO 2	07-31-25	\$51.80	\$51.80	01-03-150-007	Telephone	\$3,000.00	\$1,079.76	
					\$175.08					

Township of McKellar
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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
109 187825	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3	07-17-25	Maintenance Supplies - PARTS FOR INSTALLATION FOR WASHER	07-31-25	\$150.21	\$150.21	01-03-152-112	Maintenance Supplies	\$1,500.00	\$743.36
						\$150.21				
217 896251	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7	07-17-25	Fuel - Diesel - ULTRA LOW SULPHUR DIESEL - FIRE HALL #2	07-31-25	\$780.06	\$780.06	01-03-153-142	Fuel - Diesel	\$5,000.00	\$5,000.00
						\$780.06				
1526 250717-1	MAXTOWER COMPANY LIMITED, 5 EDMONDSON STREET, BRANTFORD, ON, N3R 7J2	07-17-25	Radio Tower Maintenance - DEPOSIT (30%) TELECOM TOWER	07-31-25	\$66,609.39	\$66,609.39	01-03-150-107	Radio Tower	\$180,000.00	\$180,000.00
						\$66,609.39				
Total Fire Protection Services						\$67,714.74				
<u>Building Department</u>										
36 JUL2025	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7	07-13-25	Telephone - CBO	07-31-25	\$52.56	\$52.56	01-04-170-007	Telephone	\$600.00	\$306.54
						\$52.56				
217 896835	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7	07-23-25	Vehicle Fuel - Gas - REGULAR GAS - CBO	07-31-25	\$50.80	\$50.80	01-04-170-141	Vehicle Fuel - Gas	\$1,200.00	\$881.86
						\$50.80				
Total Building Department						\$103.36				
<u>Protection to Persons and Property</u>										
36 JUL2025	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7	07-13-25	Miscellaneous - BY LAW	07-31-25	\$36.77	\$36.77	01-05-190-024	Miscellaneous	\$1,500.00	(\$156.95)
						\$36.77				
Total Protection to Persons and Property						\$36.77				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Transportation</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7									
JUL2025		07-13-25	Telephone - ROADS	07-31-25	\$35.87	\$35.87	01-06-200-007	Telephone	\$1,400.00	\$816.67
						\$35.87				
1163	TMI BRUSHING, 3800 HWY 17, MCKERROW, ON, P0P 1M0									
185		07-14-25	Contracted Services - ROADSIDE MOWING - RFQ-2025-06-ROADSIDE	07-31-25	\$4,925.18	\$4,925.18	01-06-221-147	Contracted Services	\$20,000.00	\$2,446.40
						\$4,925.18				
Total Transportation						\$4,961.05				
<u>Street Lighting</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUL-POLE		07-11-25	Hydro - FERGUSON BOUNDRY RD STREETLIGHT	07-31-25	\$8.36	\$8.36	01-07-229-008	Hydro	\$1,900.00	\$619.37
						\$8.36				
Total Street Lighting						\$8.36				
<u>Community Centre</u>										
197	Near North Laboratories Inc, 11-191 Booth RD, North Bay, ON, P1A 4K3									
109912		07-15-25	Water Testing - WATER TESTING & COURIER FEES	07-31-25	\$47.99	\$47.99	01-12-370-257	Water Testing	\$2,000.00	\$1,281.86
						\$47.99				
Total Community Centre						\$47.99				
Total Bills To Pay:						\$78,104.30				

Township of McKellar
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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
JULY24/25		07-21-25	CPP Deductions	07-31-25	\$4,625.36	\$4,625.36	01-00-000-631	CPP Deductions	\$0.00	(\$8,969.16)
JULY24/25		07-21-25	EI Deductions	07-31-25	\$1,517.30	\$1,517.30	01-00-000-632	EI Deductions	\$0.00	(\$2,883.00)
JULY24/25		07-21-25	Income Tax Payable	07-31-25	\$9,159.87	\$9,159.87	01-00-000-633	Income Tax Payable	\$0.00	(\$17,965.04)
						\$15,302.53				
Total General						\$15,302.53				
Total Bills To Pay:						\$15,302.53				

Township of McKellar
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(Council Approval Report)

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General Liabilities and Equity</u>										
2578	LAURA JARVIS, , , ,									
JUL-25		07-24-25	Refundable Entrance/Bldg Fees - REFUND FOR ROAD DAMAGE DEPOSIT	07-31-25	\$750.00	\$750.00	01-01-030-617	Refundable	\$0.00	(\$168,000.00)
						\$750.00				
Total General Liabilities and Equity						\$750.00				
<u>General Government</u>										
23	Bell Canada, P.O. Box 9000, Str.: Don Mills, North York, ON, M3C 2X7									
JUL-25		07-16-25	Telephone - ADMIN CREDIT	07-31-25	(\$129.74)	(\$129.74)	01-02-060-007	Telephone	\$2,600.00	\$1,216.41
JUL-25		07-16-25	Telephone - ADMIN	07-31-25	\$181.02	\$181.02	01-02-060-007	Telephone	\$2,600.00	\$1,216.41
						\$51.28				
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
105614		07-30-25	Miscellaneous Revenue - DEPOSIT	07-31-25	\$2,500.00	\$2,500.00	01-02-104-552	Miscellaneous Revenue	\$1,000.00	(\$5,167.91)
						\$2,500.00				
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
65816469		03-01-25	Office Supplies/Materials - PAPER & CARD TENT	07-31-25	\$200.99	\$200.99	01-02-060-009	Office	\$4,500.00	\$2,266.34
67568695		03-01-25	Office Supplies/Materials - REFUND FOR FRAME	07-31-25	(\$14.74)	(\$14.74)	01-02-060-009	Office	\$4,500.00	\$2,266.34
70626458		07-22-25	Office Supplies/Materials - STAPLER &	07-31-25	\$82.37	\$82.37	01-02-060-009	Office	\$4,500.00	\$2,266.34
70672393		07-28-25	Office Supplies/Materials - FINGERTIPS, MOUSE PAD, AND PAPER	07-31-25	\$100.62	\$100.62	01-02-060-009	Office	\$4,500.00	\$2,266.34
59951320		03-01-25	Office Equipment - WIRELESS KEYBOARD - 2022	07-31-25	\$61.05	\$61.05	01-02-060-018	Office Equipment	\$7,500.00	\$252.06
						\$430.29				
444	TAURUS OFFSET INC., 3 MELISSA STREET, PARRY SOUND, ON, P2A 2R4									
02025318		07-17-25	Office Supplies/Materials - COMMISSIONER STAMP	07-31-25	\$55.82	\$55.82	01-02-060-009	Office	\$4,500.00	\$2,266.34
						\$55.82				
836	HURONIA ALARM & FIRE SECURITY INC., 233 MIDLAND AVE., MIDLAND, ON, L4R 3K1									
1351841		06-01-25	Security Systems - ANNUAL INSPECTION OF TAG PORTABLE FX NFPA-10	07-31-25	\$366.34	\$366.34	01-02-060-028	Security Systems	\$1,000.00	\$816.83
						\$366.34				

Township of McKellar
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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1139	PITNEY WORKS, BOX 280, ORANGEVILLE, ON, L9W 2Z7									
JUL-25		07-25-25	Postage/Courier - POSTAGE REFILL - FINAL TAX BILL 2025	07-31-25	\$2,625.41	\$2,625.41	01-02-060-010	Postage/Courier	\$8,000.00	\$4,028.15
						\$2,625.41				
2579	BORALL FENCE & GUIDERAIL CONTRACTORS LTD., 1493 ROSEMOUNT ROAD, PO BOX 430, WAUBAUSHENE, ON, L0K 2C0									
2025-09		07-15-25	Miscellaneous Revenue - DEPOSIT	07-31-25	\$1,000.00	\$1,000.00	01-02-104-552	Miscellaneous Revenue	\$1,000.00	(\$5,167.91)
						\$1,000.00				
Total General Government						\$7,029.14				
<u>Fire Protection Services</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUL-25		07-16-25	Telephone - FIRE HALL CREDIT	07-31-25	(\$86.50)	(\$86.50)	01-03-150-007	Telephone	\$3,000.00	\$904.68
JUL-25		07-16-25	Telephone - FIRE HALL	07-31-25	\$96.90	\$96.90	01-03-150-007	Telephone	\$3,000.00	\$904.68
						\$10.40				
252	Telequip Systems Limited, 141 Welham Rd Unit 5, Barrie, ON, L4N 8Y3									
TELEQIN133495		07-14-25	Radio System Maintenance - RADIO MAINTENANCE	07-31-25	\$2,811.89	\$2,811.89	01-03-150-106	Radio System	\$25,000.00	\$23,013.64
TELEQIN133606		07-18-25	Radio System Maintenance - RADIO SYSTEM MAINTENANCE	07-31-25	\$2,596.92	\$2,596.92	01-03-150-106	Radio System	\$25,000.00	\$23,013.64
TELEQIN133495		07-14-25	Rescue1 -2022 Dodge Ram - S514	07-31-25	\$223.16	\$223.16	01-03-153-202	2022 Dodge Ram	\$3,250.00	\$3,250.00
TELEQIN133495		07-14-25	MINI PUMPER P521	07-31-25	\$223.16	\$223.16	01-03-153-204	2025 Mini Pumper Ford	\$0.00	\$0.00
TELEQIN133495		07-14-25	2020 Freightliner Pumper Truck - P511	07-31-25	\$223.16	\$223.16	01-03-153-210	2020 Freightliner Pumper	\$2,500.00	\$2,500.00
						\$6,078.29				
836	HURONIA ALARM & FIRE SECURITY INC., 233 MIDLAND AVE., MIDLAND, ON, L4R 3K1									
1351842		06-30-25	Fire Fighting Tools/Equipment - REMOVE & RETURN EXTINGUISHER RECHARGE 10 LB	07-31-25	\$119.57	\$119.57	01-03-150-111	Fire Fighting	\$29,724.00	\$11,666.05
						\$119.57				
Total Fire Protection Services						\$6,208.26				
<u>Building Department</u>										
533	Russell, Christie, LLP, 505 Memorial Avenue, P.O. Box 158, Orillia, ON, L3V 6J3									
64-103-045/5		07-28-25	Professional Services - Legal - BUILDING LEGAL	07-31-25	\$1,324.74	\$1,324.74	01-04-170-020	Professional Services -	\$7,000.00	\$7,000.00
						\$1,324.74				
Total Building Department						\$1,324.74				

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Township of McKellar
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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1096	RHH ENGINEERING, 70 ISABELLA STREET, UNIT 111, PARRY SOUND, ON, P2A 2Z1									
25010		07-31-25	Materials & Supplies - NEW BALLFIELD ENGINEERING SERVICES	07-31-25	\$3,744.77	\$3,744.77	01-06-424-145	Materials & Supplies	\$229,488.81	\$143,362.33
						\$3,744.77				
1474	GENERATIONS EFFECT, PO BOX 662, PARRY SOUND, ON, P2A 2Z1									
20250715-01		07-15-25	Capital - Consult Service - HURDVILLE RD TURTLE NESTING MONITORING	07-31-25	\$5,827.00	\$5,827.00	01-06-634-428	Capital - Consult	\$179,606.40	\$133,916.16
						\$5,827.00				
2579	BORALL FENCE & GUIDERAIL CONTRACTORS LTD., 1493 ROSEMOUNT ROAD, PO BOX 430, WAUBAUSHENE, ON, L0K 2C0									
2025-09		07-15-25	Materials & Supplies - NEW BALLFIELD FENCING	07-31-25	\$60,140.16	\$60,140.16	01-06-424-145	Materials & Supplies	\$229,488.81	\$143,362.33
						\$60,140.16				
Total Transportation						\$195,838.27				
<u>Environmental Services</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUL-25		07-16-25	Telephone - TRANSFER STATION CREDIT	07-31-25	(\$43.25)	(\$43.25)	01-08-300-007	Telephone	\$600.00	\$221.23
JUL-25		07-16-25	Telephone - TRANSFER STATION	07-31-25	\$48.47	\$48.47	01-08-300-007	Telephone	\$600.00	\$221.23
						\$5.22				
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
105522		07-25-25	Maintenance Costs/Parts - MONTHLY TOILET RENTAL - JUN 27 - JUL 24 2025 - TRANSFER STATION	07-31-25	\$190.29	\$190.29	01-08-300-143	Maintenance	\$8,400.00	\$3,989.51
						\$190.29				
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
70607310		07-18-25	Materials & Supplies - YELLOW BUSINESS CARDS FOR TRANSFER STATION CARDS	07-31-25	\$180.29	\$180.29	01-08-300-145	Materials & Supplies	\$2,000.00	\$1,049.90
						\$180.29				
Total Environmental Services						\$375.80				
<u>Parks and Recreation Facilities</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187973		07-27-25	Fuel - Gas - FUEL FOR PARKS	07-31-25	\$61.04	\$61.04	01-11-360-141	Fuel - Gas	\$500.00	\$500.00
187973		07-27-25	Materials & Supplies - KEY FOR PARKS	07-31-25	\$3.55	\$3.55	01-11-360-145	Materials & Supplies	\$4,000.00	\$1,215.28
						\$64.59				
Total Parks and Recreation Facilities						\$64.59				

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Community Centre</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUL-25	07-16-25 Telephone - COMM HALL	07-31-25		\$68.77	\$68.77	01-12-370-007	Telephone	\$1,200.00	\$587.15	
					\$68.77					
111	Hobart Food Equipment Group, 105 Gordon Baker Rd., Suite 801, Toronto, ON, M2H 3P8									
1515680	07-15-25 Equipment Maintenance - REPAIRS FOR DISHWASHER	07-31-25		\$717.92	\$717.92	01-12-370-252	Equipment Maintenance	\$2,500.00	\$1,565.56	
					\$717.92					
836	HURONIA ALARM & FIRE SECURITY INC., 233 MIDLAND AVE., MIDLAND, ON, L4R 3K1									
1347199	05-30-25 Facility Maintenance - ANNUAL INSPECTION OF COMMERCIAL KITCHEN	07-31-25		\$188.26	\$188.26	01-12-370-115	Facility Maintenance	\$12,000.00	\$9,910.05	
					\$188.26					
1127	CHRIS COLSON O/A SAFE & SOUND LOCKSMITHING, P.O. BOX 643, PARRY SOUND, ON, P2A 2Z1									
027012	07-16-25 Facility Maintenance - FIXED LOCK ON COMMUNITY HALL DOORS	07-31-25		\$325.63	\$325.63	01-12-370-115	Facility Maintenance	\$12,000.00	\$9,910.05	
					\$325.63					
1540	SHADOW RIVER MECHANICAL, 46 CEMETERY ROAD, SEGUIN, ON, P0C 1J0									
SI-294	07-22-25 Equipment Maintenance - FURNANCE REPAIRS	07-31-25		\$203.52	\$203.52	01-12-370-252	Equipment Maintenance	\$2,500.00	\$1,565.56	
					\$203.52					
2577	JULIA MELNECHUK, 509 GOLDEN OAK DR., OAKVILLE, ON, L6H 3X6									
JUL-25	07-24-25 Community Centre User Fees - REFUND FOR DEPOSIT PUT DOWN TO BOOK HALL & ICE RINK	07-31-25		\$205.89	\$205.89	01-12-104-544	Community Centre User	\$2,000.00	(\$478.93)	
					\$205.89					
Total Community Centre						\$1,709.99				
<u>Cultural</u>										
525	VIVIAN MOORE, 107-20A SILVER BIRCH COURT, PARRY SOUND, ON, P2A 0A7									
JUL-25	07-28-25 Event Materials & Supplies - NOHFC EVENT SUPPLIES	07-31-25		\$162.06	\$162.06	01-13-383-145	Event Materials &	\$1,500.00	\$1,500.00	
					\$162.06					
Total Cultural					\$162.06					

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Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Planning and Development</u>										
842	JANICE GIBSON,									
JUL-25/1		07-25-25	McKellar Market Expenses - SECOND HALF - BUSKER MONEY	07-31-25	\$825.00	\$825.00	01-14-420-262	McKellar Market	\$2,695.00	\$1,040.27
JUL-25/2		07-23-25	McKellar Market Expenses - CANVA SUBSCRIPTION	07-31-25	\$135.07	\$135.07	01-14-420-262	McKellar Market	\$2,695.00	\$1,040.27
						\$960.07				
Total Planning and Development						\$960.07				
Total Bills To Pay:						\$245,101.34				

From: [Delaina Arnold](#)
Sent on: August 8, 2025 3:30:00 PM
To: [Karlee Britton](#)
CC: [Becky Pollock](#)
Subject: Request for Endorsement of UNESCO Biosphere Reserve
Attachments: Template Letter_Township for UNESCO 2025 (MCKELLAR).docx (7.61 KB)

You don't often get email from darnold@georgianbaybiosphere.com. [Learn why this is important](#)

Hello Karlee,

Our organization would like to thank the Township of McKellar for their past support and request the support of Council by resolution, and accompanying letter of support, on the occasion of our 10-year renewal as a UNESCO biosphere reserve (known as a "biosphere region" in Canada). If provided, the resolution would be included in the application submitted to UNESCO for our hopeful continued endorsement. Suggested wording for the resolution for Council's consideration is as follows:

Whereas the Georgian Bay Biosphere Reserve was designated by UNESCO in 2004 as a region of global ecological significance; and

Whereas the Township of McKellar is committed to promoting environmental values and sustainable development, and have collaborated with the Georgian Bay Mnidoo Gamii Biosphere (GBB) organization on many projects since 2014, including conservation, education, climate action, community development, and reconciliation; and

Whereas the UNESCO biosphere reserve designation, and the work coordinated by GBB as an organization in Canada, are both highly valued by our community and by our Council;

Now Therefore the Township of McKellar is proud to support the Georgian Bay Biosphere Reserve in its continued designation by UNESCO and look forward to participating in the next ten years of collaborative activities.

Thank you for considering our request for a Resolution of Council and accompanying letter of support, ideally returned to us on letterhead by **September 10th**. We are grateful for the Township's letter received for this process in 2014, and would appreciate one on this occasion. We would also be happy to provide a deputation should it be needed. Please just let us know.

Yours sincerely, on behalf of the Board of Directors,

Delaina Arnold

--

Delaina Arnold (she/her) BA, Community Programs Manager

Georgian Bay Biosphere +01 705 774 0978

PO Box 662 Parry Sound ON P2A 2Z1 | georgianbaybiosphere.com

[ADD LETTERHEAD OR LOGO]

To Whom It May Concern:

This letter is to affirm our support for the continued designation of the **UNESCO Georgian Bay Biosphere Region**, established in 2004. We are committed to promoting environmental values and sustainable development throughout our region, and have collaborated with the Georgian Bay *Mnidoow Gamii* Biosphere (GBB) on many projects since 2014:

- **Conservation** - pollinator gardens, invasive species education and management. To protect species-at-risk, we implement best practices, and participate in land use planning initiatives, and improved mitigation of environmental impacts.
- **Education** - our staff and elected officials have attended excellent public events hosted by GBB, including events within our municipality and others such as the Climate Action Forum, and State of the Bay conferences.
- **Climate Action & Adaptation** - committed to climate action projects and initiatives wherever possible.
- **Community Development** - supporting various projects that improve aspects of community well-being.
- **Culture & Reconciliation** - participating in cultural awareness training, supporting Indigenous-led Water Walks, and honouring National Indigenous People's Day (June 21) and National Day for Truth and Reconciliation (September 30).

The UNESCO biosphere reserve designation, and the work coordinated by GBB as an organization in Canada, are both highly valued by our community and by our council. We are proud to support the **Georgian Bay Biosphere Region** and look forward to participating in the next ten years of collaborative activities.

Sincerely,

CORPORATION OF THE TOWNSHIP OF MCKELLAR**BY-LAW NO. 2025-41**

**Being a By-law to Establish Fees and Charges for
Services or Activities Provided or Done by or on
Behalf of the Township of McKellar and to
Repeal By-laws 2011-21, 2011-23, 2011-28, 2021-
58, 2022-48 and 2023-15**

WHEREAS Section 391(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes the Council of a local Municipality to pass By-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other Municipality or local board; and for the use of its property including property under its control;

WHEREAS Section 69 of the Planning Act, R.S.O. 1990, c.P. 13, as amended, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS Section 7 of the *Building Code Act, 1992, S.O. 1992, c.23 as amended*, authorizes a Municipal Council of a Municipality to pass a By-law requiring the payment of fees on applications for an issuance of permits and prescribing the amounts thereof;

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

1. GENERAL

- 1.1 **THAT** the Council of the Corporation of the Township of McKellar hereby establishes the fees and charges as set out in the Schedules attached hereto and forming an integral part of this By-law;
- 1.2 **THAT** the fees and charges will be subject to Harmonized Sales Tax (HST) where applicable;
- 1.3 **THAT** all fees and charges set out in this by-law shall be payable prior to the provision of the service;
- 1.4 **THAT** any unpaid fees or charges imposed pursuant to this by-law are subject to an interest rate of one and one-quarter percent (1.25%) per month;

- 1.5 **THAT** the fees or charges imposed pursuant to this by-law constitute a debt owed to the Township of McKellar for which the Treasurer may add the outstanding fees or charges, including interest on the outstanding balance, to the tax roll for the property owned by the persons responsible for paying the fees or charges, and the amount shall be collected in the same manner as Municipal taxes;
- 1.6 **THAT** all previous By-laws or resolutions, or parts and sections thereof, which pertain to the fees and charges as outlined in the attached Schedules are hereby repealed and replaced with the applicable fee or charge in Schedules attached to this by-law;
- 1.7 **THAT** this By-law shall take effect and come into force upon final passage by Council.

2. SEVERABILITY

- 2.1 If any provision or part of a provision of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

3. CONFLICT WITH ANY OTHER BY-LAW

- 3.1 In the event of any conflict between any provisions of this By-law and any other By-law heretofore passed, the provisions of this By-law shall prevail.

4. REVIEW

- 4.1 The Council of the Corporation of the Township of McKellar shall review this By-law once per calendar year to ensure that fees are kept up to date and relevant.

READ a **FIRST** and **SECOND** time this 5th day of August, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 5th day of August, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

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Schedule ‘A’ to By-law 2025-41

ADMINISTRATION

Description	Fee
Photocopies (per page)	\$ 0.55
Fax Send / Receive	\$ 1.05
NSF Cheques	\$ 41.60
Tax Certificate (per Roll Number)	\$ 62.40
Transfer of Arrears to Tax Account	
911 Sign (Civic Address Sign)	\$ 15.00
Building/Zoning Compliance Letter (Residential)	\$ 75.00
Building/Zoning Compliance Letter (Commercial)	\$ 75.00
Commissioner of Oaths Stamp / Certification (per doc.)	\$ 5.00
Freedom of Information Request	\$ 5.00
Freedom of Information Research (Staff Time & Copies)	Per MFIPPA
Entrance Permit	\$ 100.00
Road Damage Deposit (refundable)	\$ 750.00
Trailer Permit	\$ 300.00
Lottery Licence / Value of Prize	\$ 10.00

Schedule ‘B’ to By-law 2025-41

FACILITY RENTALS

Fees are subject to HST

Description	Ratepayer	Non-Ratepayer
Facility		
Hall (Full Day)	\$ 175.00	\$ 225.00
Hall (Half Day, Max. 4 hours)	\$ 85.00	\$ 112.50
Funeral Tea (Hall) Max. 2 hours	\$ 35.00	\$ 60.00
Kitchen/Bar	\$ 120.00	\$ 150.00
Hall, Kitchen/Bar	\$ 285.00	\$ 335.00
Hall, Kitchen/Bar & Multipurpose Room	\$ 325.00	\$ 375.00
Hall, Kitchen/Bar, Multipurpose Room & Rink	\$ 345.00	\$ 395.00
Multipurpose Room Only	\$ 40.00	\$ 55.00
Rink ½ Day (no private winter rentals) unless Twp approved	\$ 70.00	N/A
Rink Full Day (no private winter rentals) unless Twp approved	\$ 135.00	N/A
Council Chambers	\$ 50.00	\$ 100.00
Youth Room	\$ 100.00	\$ 150.00
Ball Field (Full Day)	\$ 150.00	\$ 200.00
Ball Field (Half Day, Max. 4 hours)	\$ 100.00	\$ 150.00
Minerva Park (Full Day)	\$ 100.00	\$ 125.00
Minvera Park (Half Day)	\$ 50.00	\$ 75.00
Add-ons		
Tablecloths	Actual Cleaning/ Replacement Cost	Actual Cleaning/ Replacement Cost
Custodian – Extra Time Setting up or Cleaning	Actual Cost	Actual Cost
Exceeding the time booked will result in the loss of 50% of the damage deposit.		

Exemptions

Township Committees holding meetings, including the Recreation Committee hosting Recreation events, indoors or outdoors.

The Annual Agricultural Fair and meetings held by the McKellar Agricultural Society.

Events hosted by the McKellar Public Library, including Library Board Meetings.

The McKellar Market, Thanksgiving and Christmas Markets. Use of Minerva Park at no charge for the summer Market season and special markets.

The McKellar Sunshine Seniors and the McKellar Seniors Club use of the Community Centre Hall at no charge to host their Card Game Events on Thursdays and Sundays from 1pm to 4pm. Including use of the Hall & Kitchen for their annual Christmas dinner, held in December each year.

Para-medicine clinics held in conjunction with the Whitestone Nursing Station and/or the North Bay Parry Sound District Health Unit.

Municipally sponsored events.

Other exemptions and/or reduction in fees may be at the discretion of Council.

Schedule ‘C’ to By-law 2025-41

Waste Disposal

Description	Fee
Household Waste / Recyclables	No Charge
Small Appliances	No Charge
Large Applications (stoves, washers, dryers, BBQ’s, etc.)	No Charge
Scrap Metal (recycling stream – ferrous/non-ferrous)	No Charge
Tires (intact of any size)	No Charge
Electronics (as per material acceptable under the RPRA program, i.e. computers, printers, T.V.’s, stereos, etc.)	No Charge
Household Bulk Items (furniture, sofas, beds, mattresses, dressers, toilets, carpet, shelving units, etc.)	\$ 20.00 each
Yard Waste / Brush (in garbage can(s) max. size of 28 gallons or 121 litres	No Charge
Up to ¾ Ton Truck or Trailer Load of Yard Waste/Brush <i>Note: There is a no charge collection period during certain times through the year. Please reference the current Transfer Station By-law.</i>	\$ 30.00 per load
Refrigeration Equipment (that has a Notice issued under Section 9(1) of O.Reg.189/94, as amended, attached to the equipment) A Freon removal tag/label, indicating that Freon (a refrigerant) has been safely removed from an appliance or system by a certified technician must be affixed to the appliance to be eligible for acceptance at no charge.	No Charge
Blue Box Recycling Container	\$ 10.00

Note: This By-law addresses fees and charges only. For information on what materials are accepted or not accepted at the Township’s Transfer Station, please refer to the current Transfer Station By-law.

Schedule ‘D’ to By-law 2025-41

PLANNING DEPARTMENT

Description	Fee
Hard Copy of Official Plan	\$ 30.00
Hard Copy of Zoning By-law	\$ 30.00
Official Plan Amendment	
Non-Refundable Application Fee	\$ 2,000.00
Deposit for professional costs	\$ 1,000.00
Zoning By-law Amendment	
Non-Refundable Application Fee	\$ 1,500.00
Deposit for professional costs	\$ 1,000.00
Minor Variance	
Non-Refundable Application Fee	\$ 750.00
Deposit for professional costs	\$ 500.00
Site Plan Agreement (Residential)	
Non-Refundable Application Fee	\$ 300.00
Deposit for professional costs	\$ 500.00
Site Plan Agreement (Commercial)	
Non-Refundable Application Fee	\$ 750.00
Deposit for professional costs	\$ 500.00
Deeming By-law	
Non-Refundable Application Fee	\$ 300.00
Deposit for professional costs	\$ 500.00
Fee in Lieu of Parkland Dedication – Waterfront	5% of the appraised value*, new lots only
Fee in Lieu of Parkland Dedication – Non-Waterfront	2% of the appraised value*, new lots only
Plan of Subdivision (P.S. Area Planning Board)	
Fee In Lieu of Parkland Dedication	2% of appraised value*
Committee of Adjustment Application	
Non-Refundable Application Fee	\$750.00
Deposit for professional costs	\$500.00
Encroachment Agreement	
Non-Refundable Application Fee	\$ 400.00
Deposit for professional costs	\$ 400.00
Road Allowance Closure Application	
Non-Refundable Application Fee	\$ 750.00
Deposit for professional costs	\$ 2,000.00
Holding By-law Removal	
Non-Refundable Application Fee	\$ 300.00
Deposit for professional costs	\$ 500.00
Agreement - Section 51(26) Planning Act	
Non-Refundable Application Fee	\$ 300.00
Deposit for professional costs	\$ 1000.00
Pre-consultation Fee with Planner (RPP) (optional)	
Deposit for professional costs	\$ 565.00

***Current Market Value** – The current market value determined by either an accredited appraiser or by a licensed realtor by means of a letter of opinion.

Note - Any additional costs incurred by the Municipality, such as consultation with a solicitor or planning consultant, are the responsibility of the applicant. If fees for professional services exceeds the deposit amount, a further deposit will be required before work continues.

Schedule ‘E’ to By-law 2025-41

BUILDING DEPARTMENT

Type of Structure	Rate to Determine Fee	Minimum Fee
Dwellings, Sleeping Cabins, Additions, Commercial	\$11.50 per \$1,000.00 of construction value or \$1.85 per sqft of gross floor area as defined in the OBC, whichever is greater	\$ 400.00
Boathouses, Garages, Storage Buildings and Other similar accessory structures	\$11.50 per \$1,000.00 of construction value or \$0.80 per sqft, which ever is greater	\$ 300.00
Repairs or Renovations	\$11.50 per \$1,000.00 of construction value or \$0.80 per sqft, which ever is greater	\$ 300.00
New or renewal of Foundation	\$11.50 per \$1,000.00 of construction value	\$ 500.00
Decks	Flat Fee	\$ 250.00
Docks	\$11.50 per \$1,000.00 of construction value	\$ 125.00
Plumbing	Flat Fee	\$ 150.00
Demolition Permits	Flat Fee	\$ 150.00 (Part 9) \$ 300.00 (Commercial)
Change of Use	\$11.50 per \$1,000.00 of construction value or \$1.10 per sqft, which ever is greater \$150.00 flat fee if no construction required	\$ 250.00
Chimney, Fireplace or Woodstove	Flat Fee	\$ 150.00
Revised Drawings		\$ 50.00 per page if plans reviewed only, \$ 100.00 per page if required after inspection(s)
Re-Inspection for Failed or Not Ready (at CBO’s discretion)	\$ 50.00 per inspection At the discretion of the CBO	\$ 50.00 per inspection At the discretion of the CBO
Temporary Permit	\$ 85.00 \$ 150.00	\$ 85.00 \$ 150.00
Farm Buildings on Registered Farms (OFA#)	\$11.50 per \$1,000.00 of construction value or \$0.42 per sqft, whichever is greater	\$ 200.00

BUILDING DEPARTMENT

Inactive Permits

Permits outstanding for five years or more and for which there are no records of an active inspection being done or requested within the previous years.

\$ 200.00 Flat Rate

Special Provision

The Chief Building Official may, where a proposed building or structure is not included in the above, or where there is a dispute, calculate the estimated value at their discretion.

General

- | | | |
|----|---|-----------|
| 1. | Any class of permit with a construction value less than \$5,000.00 | \$ 150.00 |
| 2. | Any class of permit with a construction value of \$5,001.00 - \$15,000.00 | \$ 300.00 |
| 3. | Any class of permit with a construction value of \$15,001.00 or more | Double |
| | permit fee calculated under Schedule "E" | |

Schedule ‘F’ to By-law 2025-41

CEMETERY

Fees are subject to HST

Cemetery Operator Licence #3293741

Description	Ratepayer	Non-Ratepayer
Single Lot	\$ 170.00	\$ 340.00
Care & Maintenance	\$ 290.00	\$ 290.00
HST	\$ 59.80	\$ 81.90
TOTAL	\$ 519.80	\$ 711.90
Staking/Marking Fee	\$ 50.00 plus HST	\$ 50.00 plus HST
Transfer Fee – Plus difference between Resident and Non-Resident rate, if applicable.	\$ 50.00 plus HST	\$ 50.00 plus HST
Duplicate Certificate of Internment Rights	\$ 25.00 plus HST	\$ 25.00 plus HST
All casket interments are subject to a licence fee of \$12.00 (HST exempt) which will be remitted to the Ministry of Consumer Services	\$ 12.00	
Flat Marker under 173 square inches	No charge	
Flat Marker over 173 square inches	\$ 113.00 incl. HST	
Upright monument up to 4 feet in height or width	\$ 226.00 incl. HST	

Each Single Lot may have one casket burial plus an additional two cremation burials over the casket or total of four cremations per lot.

Schedule ‘G’ to By-law 2025-41

Fire Department

Description	Fee
Vehicle fire or danger of fire dependent on circumstances and discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of vehicle fire or motor vehicle collision.
For Roadway Rescue, Motor Vehicle collision/accident	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of vehicle fire or motor vehicle collision.
Any other incident (or situation) posing a threat to persons and or property including Rescue operations dependent on circumstances and discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of any incident posing a threat of fire.
Hazardous materials, environmental spills or cleanup	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of hazardous materials or environmental spills.
False Alarms; 1 st and 2 nd false alarms in any 12-month period however caused	No Charge
False Alarms; 3 rd and subsequent false alarms in any 12-month period however caused, at the discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in responding to a false alarm.
For Other Agency response and support, dependent on circumstances and discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in incident.
Indemnification Technology: (Municipal Act, 2001, Section 391 (1))	<u>For each apparatus as follows:</u> Current MTO Rate plus personnel plus any additional costs per incident.

Note: Fines and penalties are set out in the specific By-law related to the infraction (such as the Burning By-law or Fireworks By-law) and are not included in this Fees and Charges By-law.

Schedule ‘H’ to By-law 2025-41

Municipal Recovery Rates

Fees are subject to HST

Description	Fee
Administration	
Administration Staff	\$ 50.00 / hour
Public Works	
Tandem Dump Truck	Current rate as per the Ontario Provincial Standard Specification (OPSS.PROV.127)
Backhoe	Current rate as per the Ontario Provincial Standard Specification (OPSS.PROV.127)
Grader	Current rate as per the Ontario Provincial Standard Specification (OPSS.PROV.127)
Public Works Staff Labour	\$ 35.00 /person/hour

Schedule ‘I’ to By-law 2025-41

RECREATION ACTIVITIES

Description	Current Fee
T-Ball (Fall)	
One Child	\$ 15.00
One Family	\$ 30.00

Schedule 'J' to By-law 2025-41

SIGNAGE

Description	Current Fee
Ground Sign	\$50.00
Fascia (Wall) Sign	\$50.00
Ad Board Signs	
Ad Board Sign (Initial Fee)	No Charge
Ad Board Licence Fee (Annual)	\$ 52.00
Fingerboard Sign Application	
Existing Signpost in place	\$52.00
Signpost not in place	\$70.00
Non-Accessory Signs	
Non-Accessory Sign	\$50.00
Non-Accessory Sign located on Municipal Property in accordance with Section 2.10(e) (Permit required)	\$50.00 per year
Sign Variances	
Sign Variance Application	\$100.00 (in addition to the regular permit fee).

Schedule 'K' to By-law 2025-41

Description	Current Fee
Saturday Market Vendor Fees	
Full Rate – 10 Saturdays	\$ 250.00 annually
Drop In	\$ 45.00 per market
Youth Entrepreneur (under 18 years of age)	\$ 20.00 per market
Thanksgiving Market	
Vendor Fee	\$ 45.00
Christmas Market	
Vendor Fee	\$ 45.00

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2025-43

**Being a By-law to Establish Rules and Regulations for
the Management and Control of All Cemeteries
Operated by the Corporation of the Township of
McKellar and to Repeal By-law No. 2012-14, By-law
No. 2012-18, and By-law No. 2016-06**

WHEREAS Section 150 of *Ontario Regulation 30/11*, made under the *Funeral, Burial and Cremation Services Act, 2002*, provides that the operator of every cemetery may pass By-laws affecting the operations of the cemetery; and

WHEREAS no such By-law comes into force or takes effect until it has been filed with and approved by the Registrar, as required under Section 151 of the *Funeral, Burial and Cremation Services Act, 2002*; and

WHEREAS the Council of the Corporation of the Township of McKellar deems it desirable and, in the public's, best interest to enact a By-law to regulate the operation of Municipal cemeteries within the Township of McKellar; and

WHEREAS By-law 2012-14, By-law 2012-18, and By-law 2016-06 and all amendments thereto are hereby repealed;

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

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Section A: DEFINITIONS

Section B: GENERAL INFORMATION

Section C: PURCHASE - INTERMENT RIGHTS

Section D: CANCELLATION OF INTERMENT WITHIN 30 DAYS

Section E: RESALE, CANCELLATION OR TRANSFER OF INTERMENT RIGHTS
 AFTER THE 30-DAY COOLING-OFF PERIOD

Section F: CONSUMER PROTECTION

Section G: DISINTERMENT

Section H: MEMORIALIZATION

Section I: CEMETERY CARE AND MAINTENANCE

Section J: FLORAL TRIBUTES AND CARE & PLANTING

Section K: REGULATIONS FOR CONTRACTORS AND WORKERS

Schedule ‘A’: CERTIFICATE OF INTERMENT RIGHTS

Schedule ‘B’: CONTRACT FOR PURCHASE OF INTERMENT RIGHTS OR
 CEMETERY SUPPLIES OR SERVICES

Schedule ‘C’: TARIFF OF RATES

BAO Comment: *Please note that Schedule A, B & C cannot form part of the by-laws. Instead, all schedules should be included as appendices to the bylaws for reference purposes only and not as regulatory content requiring approval.

SECTION A. DEFINITIONS

For the purposes of this By-law and forms, contracts or policies in relation to this By-law:

Act: Shall mean the *Funeral, Burial and Cremation Services Act, 2002*, as amended and Ontario Regulation 30/11.

Business Hours: Shall mean any hours between 8:30 a.m. and 4:30 p.m. on Mondays through Fridays, excluding statutory holidays and any other days that the Township Municipal Office is not open for business.

Burial/Interment: The opening of a lot and then the placing of a dead human body or the remains of a cremated human body in that lot, followed by closing the lot. The lot may be a grave in the ground.

By-laws: The rules under which the cemetery operates.

Care and Maintenance Fund: The FBCSA, O. Reg. 30/11 and O. Reg. 184/12 require that an amount of money, that is the greater of a minimum prescribed amount and a percentage of the purchase price (excluding tax) of all interment rights sold, transferred or assigned; and prescribed amounts for monuments and markers, be contributed into the operator’s care and maintenance trust fund. Interest earned from this Care and Maintenance Fund is used to cover the costs of care and maintenance of the cemetery, including markers and monuments, in perpetuity.

Cemetery: Shall mean every cemetery owned and/or operated by the Corporation of the Township of McKellar (Owner License No. 3293741) including:

Lakeview Cemetery	Balsam Road	Active
Hurdville Cemetery	550 Hurdville Road	Active
St. Stephen’s Church Cemetery	11 Dickinson Road	Active
United Church Cemetery	4 Mary Street	Inactive
Thompson Cemetery	577 Highway 124	Inactive
Chisholm Cemetery	Ford’s Road	Inactive

Cemetery Operator: Shall mean the Corporation of the Township of McKellar, also known as the ‘Township’.

Certificate of Interment Rights: Shall mean the cemetery certificate issued by the Township of McKellar once Interment Rights have been paid in full for the right to inter human remains in a lot, specifying the ownership of the Interment Rights and memorialization options.

Contract: A written contract between the cemetery operator and the purchaser of interment rights or other cemetery supplies and services. Purchasers shall receive a copy of the signed contract detailing the obligations of both parties and acknowledging 1. Receipt of the cemetery by-laws, 2. A copy of the BAO’s publication *A Guide to Death Care in Ontario* (“Consumer Information Guide”) and 3. The operator’s current price list.

Corner Marker: Shall mean a flat marker measuring 15.24cm (6 inches) by 15.24cm (6 inches) placed in the corner of an adult lot or a designated cremation lot.

Cremated Remains: Means all recoverable bone fragments of a dead human body that remain after cremation in a crematorium. Bone fragments are mechanically processed to reduce the particle size.

Council: Shall mean the Council of the Corporation of the Township of McKellar, who sits on the Township’s Cemetery Board.

Disinterment: Shall mean the exhumation (removal) of a casket or cremated remains from a lot.

Flat Marker: is a marker placed so that the surface of the marker does not project above the surface of the ground.

Grave: See **Lot**.

Head of Lot: Shall mean the end of the in-ground lot opposite the foot of the lot.

Hydrolyzed Remains: Means all recoverable skeletal bones of a dead human body that remain after hydrolysis in a hydrolysis facility. Bones are mechanically processed to reduce them to small particle size, similar to that of cremated remains. **Any reference to “cremated remains” in these by-laws is understood to include hydrolyzed remains.**

Interment: Shall mean the burial of human remains and includes the place of human remains.

Interment Right: The right to require or direct the interment or disinterment of human remains or cremated human remains in a grave or lot and to authorize the installation (and inscriptions) of a monument or marker.

Interment Rights Certificate: The document issued by the cemetery operator to the purchaser once the interment rights to a specific lot have been paid in full, identifying ownership and authority over those specific interment rights.

Interment Rights Holder: The person(s) authorized or entitled to authorize the interment of human remains in a specified lot. They may be the person named in the Interment Rights Certificate or such other person to whom the rights have been assigned.

Legal Representative: Shall mean an executor, executrix, administrator of the estate of a deceased individual or a person with power of attorney of a living individual.

Lot: An area of land in a cemetery containing, or set aside for, interred human remains.

Marker: Any permanent memorial structure – **upright monument, flat marker**, plaque, headstone, cornerstone or other structure or ornament affixed or intended to be affixed to a burial lot.

Non-Resident: Shall mean any person who is not a **Resident**.

Plot: Two or more lots in respect of which the rights to inter/bury have been sold as a unit.

Registrar: Shall mean the registrar appointed under the **Act**.

Resident: Shall mean any taxpayer or spouse of a taxpayer; or any tenant or spouse of a tenant, in the Township of McKellar.

Tariff: Shall mean the tariff of rates for cemetery services and supplies for all Township of McKellar cemeteries for all residents and non-residents.

Township: Shall mean the Corporation of the Township of McKellar, identified as the cemetery owner and/or operator.

Transfer: Shall mean a gift, bequest, or any other transfer made without consideration as may be permitted by the **Act**.

Upright Monument: Shall mean a **marker** which projects above the surface of the ground.

Upright Monument Foundation: Shall mean the in-ground concrete foundation constructed to the equivalent size of the upright marker base to a minimum of 1.524m (5ft) in depth.

SECTION B. GENERAL INFORMATION

The Corporation of the Township of McKellar

Hereinafter referred to as “the Cemetery Operator”

701 Highway 124
McKellar, ON
P0G 1C0
Tel: (705) 389-2842
Website: www.mckellar.ca
Email: deputyclerk@mckellar.ca

Hours of Operation

- 1.1 **Visitation Hours:** Interment rights holders and the general public can visit the cemeteries during daylight hours. Gates must be kept closed at all times except during a burial service.
- 1.2 **Office Hours:** Cemetery information is available at the Township of McKellar Municipal Office located at 701 Highway 124, McKellar, during the hours of 8:30 a.m. to 4:30 p.m. Monday through Friday, except for statutory holidays and holidays when the Municipal Office is closed (please visit the Township’s website for more information on holiday hours).
- 1.3 **Burial Hours:** Arrangements must be made during office hours for burials. Burials may occur during office hours. Burials outside of office hours (Saturdays, Sundays and holidays) may be subject to additional service charges, if applicable, according to the current tariff of rates.
- 1.4 Burials are generally not available from November 1st to April 15th due to limited access; however, if weather permits, arrangements may be made at the discretion of the Public Works Superintendent. Winter storage is not a service provided by the Township; you will need to consult a funeral home or make other arrangements.

General Conduct

- 1.5 The Cemetery Operator reserves complete control over the cemetery operations and management of land within the cemetery grounds. Interment rights holders and public visitors shall visit the cemetery at their own risk.
- 1.6 No person may damage, destroy, remove or deface any property within the cemetery.
- 1.7 All visitors should conduct themselves in a quiet manner that shall not disturb other visitors or any service being held. Children under the age of twelve (12) years old must be accompanied by an adult who should remain in close contact with them and be responsible for their actions.
- 1.8 Pets are not permitted within the cemetery, except for service dogs, which must be allowed to accompany their owner at all times.
- 1.9 No person shall remove any flower or plant container or other object from the cemetery burial lot without receiving permission from the Public Works Superintendent or their designate to do so. No person except Municipal staff shall pick or direct a person to pick flowers or cause damage to any shrubs, trees or plants in the cemetery or cause any damage in any way to any marker, fence or other structure in the cemetery.
- 1.10 The consumption or use of alcohol and drugs is strictly prohibited on cemetery grounds.
- 1.11 No vehicles, other than those involved in burial service, are permitted in the cemeteries. Recreational vehicles, including ATVs and snowmobiles, are not permitted.
- 1.12 No person shall bring into or discharge firearms in the cemetery.
- 1.13 No person shall use the cemetery for a picnic, party or other large assembly. The Township offers use of the Community Centre & Kitchen, for a fee, to hold a funeral tea and/or celebration of life. Please contact the Municipal Office to make arrangements.

Exception: Hemlock Church and St. Stephen's Church for special events, approved by Council.

- 1.14 No person shall engage in soliciting any kind in the cemetery.

By Law Amendments

- 1.15 These By-laws shall govern the cemetery, and all procedures will comply with the FBCSA and O. Reg. 30/11 and 184/12, which may be amended periodically. All By-laws and By-law amendments are subject to the approval of the Registrar, FBCSA, and BAO and do not come into force until authorization is received.

Liability

- 1.16 The Cemetery Operator will not be held liable for any loss or damage, without limitation (including damage by the elements, acts of God, or vandals) to any lot, plot, structure, monument, marker, shrubs or other article that has been placed with an interment, except for loss or damage caused by gross negligence of the Cemetery Operator.
- 1.17 The Cemetery Operator is not responsible for the loss or damage to any articles placed within the cemetery, including articles of remembrance. Articles are the sole responsibility of the interment rights holder.
- 1.18 The Cemetery Operator only assumes the liability if, while performing routine cemetery operations, Township employees or agents cause damage to any lot, marker or upright monument.

Correction of Interment Errors:

- 1.19 In case of an error made by the Cemetery Operator during an interment, disinterment or removal, or in the transfer of any interment rights for a lot or plot, the Cemetery Operator reserves the right to correct the error, and will take the following action, in consultation with the interment rights holder or their authorized representative:
- (i) In the case of a transfer of interment rights, cancel such transfer and substitute and grant in lieu thereof other interment rights such as lot or plot of equal or greater value and similar location as far as is reasonably possible and as may be selected by the Cemetery Operator, in its sole and absolute discretion, or refund a portion or all the money paid on account of the purchases of said interment rights, as shall be determined by the Cemetery Operator.
 - (ii) In the event of any such error that may involve the interment or disinterment or removal of the remains of any person or persons in any lot or plot, the Cemetery Operator, upon written notification of the interment rights holder and the Medical Officer of Health, as necessary, may disinter and re-inter the remains in such other lot, plot or grave of equal or greater value and similar location as may be substituted and granted in lieu thereof.

Public Register:

- 1.20 As required by the FBCSA, all cemetery and crematorium operators must maintain a public register that is available to the public for review during regular office hours or by appointment, and without charge.

Pet Interments:

- 1.21 Full body or cremated pet remains are not allowed to be interred or scattered anywhere on cemetery grounds.

Right to Re-Survey:

- 1.22 The Cemetery has the right at any time to re-survey, enlarge, diminish, re-plot, change or remove plantings, grade, close pathways, or roads, alter in shape, or size, or otherwise change all or any part of the cemetery, subject to approval of the appropriate authorities and consent from the Registrar, FBCSA, BAO, where necessary.

SECTION C. INTERMENT RIGHTS

Purchase of Interment Rights:

- 2.1 The purchase of interment rights is not a purchase of real estate or real property. Interment right holders acquire only the right to direct the burial of human remains, and the installation of monuments, markers, and inscriptions, subject to the conditions set out in the cemetery By-law. No burial or installation of any monument, marker, inscription, or memorialization is permitted until the interment rights have been paid in full and the interment rights certificate has been issued.
- 2.2 In accordance with the FBCSA and regulations, the purchaser of interment rights must enter a contract with the Cemetery Operator, providing such information as may be required by the Cemetery Operator for the completion of the contract and the public register. The purchaser will receive:
 1. A copy of the contract
 2. A copy of the cemetery By-law
 3. A copy of the price list
 4. The BAO's publication *A Guide to Death Care in Ontario*, also known as the Consumer Information Guide."
- 2.3 The interment rights certificate will be forwarded to the person(s) listed as the interment rights holder(s) in the contract, after full payment is received.

Opening and Closing of Graves or Lots:

- 2.4 The opening and closing of graves for full burials may only be performed by the funeral home or individuals authorized to work on behalf of the funeral home. For cremation interments, the interment rights holder or their designated person/contractor is responsible for opening and closing the grave.
- 2.5 The cemetery retains the right of passage over every grave so that the cemetery operations may be performed effectively.
- 2.6 The cemetery reserves the right to temporarily relocate a monument or marker if required to open and close a lot. The cemetery may also temporarily place the removed soil on an adjacent lot while an interment or disinterment is being carried out. The cemetery will make reasonable efforts to restore all lots after the interment or disinterment has been completed.
- 2.7 Remains must be delivered to the cemetery for interment in a closed casket, rigid container or in a shroud. If remains are delivered in a shroud, they must be accompanied by a rigid carrying tray to ensure dignified transportation to the grave.
- 2.8 To ensure safe conditions are always maintained, individuals wishing to witness the closing of a lot shall remain a minimum of 9 m (30 feet) from the open lot, and they must stand outside the delineated worksite.
- 2.9 Funeral flowers placed on an in-ground lot will remain a minimum of five (5) days following the interment and then will be removed at any time thereafter and disposed of by Township staff.
- 2.10 The Cemetery Operator assumes no responsibility for damages should a burial lot be opened in the wrong location because of incorrect or insufficient information, and any expense in connection with an error of this kind shall be paid by the parties ordering the interment.
- 2.11 The Cemetery Operator limits its responsibility to the certificate of interment rights holder for lots that may unknowingly contain burials or cremations to that of transferring a replacement lot to the certificate of interment rights holder within the same cemetery.

Notice Required:

- 2.12 The cemetery requires at least forty-eight (48) business hours' notice for each interment of human remains. The only two exceptions are 1) due to a medical situation that requires a burial within twenty-four (24) hours of death; and 2) a religious faith that requires interment immediately after death. The required permits shall be provided before the interment, regardless of any exception.

- 2.13 Interments will not be scheduled for Saturday, Sunday or holidays unless special arrangements have been made and approved by the Cemetery Operator. Additional fees may be charged on these days. See Burial Hours in Section B of this By-law. The cemetery will make every effort to provide interments as booked, but in the interest of public safety, should an extreme weather event occur that may make the cemetery unsafe, the Cemetery Operator may be forced to prevent an interment from occurring. Should this occur, the Cemetery Operator will make every effort to rebook the interment as soon as possible.

Authorization, Information and Documents Required for a Burial:

- 2.14 The following items are required before an interment can take place:

Proof of Registration of Death: A burial permit issued by the Registrar General (or equivalent document for deaths that occurred outside the province of Ontario) showing that the death has been registered must be provided to the Cemetery Operator before an interment takes place.

Burial Permit: Before an in-ground casket interment, a burial permit and the interment rights certificate shall be deposited at the Township Office.

OR

Cremation Certificate: Before the interment of cremated remains, the interment rights holder or the personal representative shall deposit at the Township Office a cremation certificate and an interment rights certificate.

Contract: For each burial of human remains, the purchaser or rights holder(s) must enter into a contract as described above in **Purchase of Interment Rights**.

Written Permission of Interment Rights Holder(s): Interment rights holder(s) may be required to provide identification and written direction and authorization prior to a burial, scattering, or entombment taking place. Should the rights holder(s) be the deceased, authorization must be provided in writing by the person authorized to act on behalf of the interment rights holder in keeping with the *Succession Law Reform Act* (i.e., Estate Trustee or authorized next of kin).

Payment: Interment rights and all services must be paid for in full to the Cemetery Operator before a burial may take place.

Authorization of Social Services Agency: If applicable, written instructions from a social services administrator must be submitted to the cemetery operator before a burial financially assisted by a Social Services Agency may take place.

Scattering of Cremated Remains:

- 2.15 Scattering of cremated remains is prohibited anywhere on cemetery grounds.

Burial Allowances for a Single Lot:

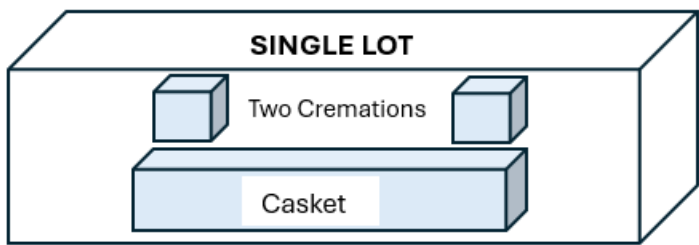


Image: Depiction of burial allowances for a single lot.

- 2.16 Each regular-sized lot may be used for one casket burial, plus up to two (2) additional cremation burials placed above the casket.
- 2.17 Where cremated remains are interred before casket interment(s), all attempts by the Funeral Home or Contractor will be made to locate and temporarily remove urns to facilitate casket burials. For better retrievability of the cremated remains, they should be in an urn or container that is non-biodegradable and is not breakable (urn vaults are not mandatory but are recommended). There is no guarantee that cremated remains interred in a biodegradable urn or without an urn vault can be retrieved. The Cemetery Operator is not responsible if there is an issue or failure with the urn or container, and there is a

leakage of the cremated remains, which may not be recoverable. Cremated remains disinterred in advance of a full body burial will be temporarily stored in a secure location by the Funeral Home, which will be documented by the Cemetery Operator. There may be additional costs for the cremated remains disinterment as part of the casket opening & closing costs (please see the cemetery price list). Please also see further provisions under the Disinterment section.

- 2.18 A total of four (4) cremations can be accommodated per lot, in the absence of a full casket burial.

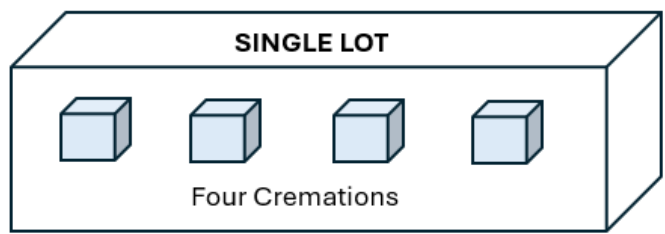


Image: Depiction of cremation allowances for a single lot.

**SECTION D. CANCELLATION OF INTERMENT RIGHTS
WITHIN THE 30-DAY COOLING-OFF PERIOD**

- 3.1 A purchaser has the right to cancel a contract for interment rights within thirty (30) days of signing the interment rights contract, by providing written notice of the cancellation to the Cemetery Operator. The Cemetery Operator will refund all monies paid by the purchaser within thirty (30) days of the date of the cancellation request. However, if any portion of the interment rights purchased in this contract has been exercised, the contract is deemed to have been fulfilled, and the rights holder no longer has the right to cancel the contract and receive a refund for the rights purchased.

**SECTION E. RESALE, CANCELLATION OR TRANSFER OF INTERMENT RIGHTS
AFTER THE 30-DAY COOLING-OFF PERIOD**

RESALE OF INTERMENT RIGHTS IS PROHIBITED

- 4.1 The Cemetery Operator prohibits the resale of interment rights to a third party. Suppose the interment rights holder wishes to cancel their interment rights contract after 30 days. In that case, the Cemetery Operator will refund/repurchase the interment rights at the price listed on the current price list, less any care and maintenance contribution amount previously paid.
The Cemetery Operator reserves the right to refuse to cancel a contract for interment rights if a portion of the interment rights has been exercised (for example, one lot in a plot has been used).

Requirements for cancellation of interment rights:

- 4.2 To cancel a contract for interment rights, the interment rights holder must provide the Cemetery Operator with written notice of cancellation and the interment rights certificate, which must be endorsed by the rights holder(s), transferring all rights, title and interest back to the Cemetery Operator. The aforementioned paperwork must be completed before the Cemetery Operator reimburse the rights holder(s).

Transfer of Interment Rights

- 4.3 The transfer of interment rights may only be made after the interment rights have been paid for in full. With the permission of the Cemetery Operator and following this By-law, the rights holder may transfer the interment rights to another person for no consideration (no money). Transfers must be processed through the Cemetery Operator, and the following must be provided.
- The interment rights certificate endorsed with the following:
 - o A statement signed by the rights holder selling the rights, acknowledging the transfer to the third party.

- o A signed confirmation by the Cemetery Operator that the person transferring the rights is shown as the rights holder in the cemetery's records. Should the interment rights holder be deceased, authorization must be provided in writing by the person authorized to act on behalf of the interment rights holder in keeping with the *Succession Law Reform Act* i.e. personal representative, estate trustee (executor) or next of kin. A copy of the notarized will or other documentation may be required to ensure the person requesting the transfer is authorized to do so.
 - o The date on which the rights were transferred to the third-party (transferee).
 - o The name and address of the transferee.
 - A written statement regarding the lots' rights that are being transferred and confirmation that they have not been used.
 - Any other documents in the rights holder's possession relating to the rights.
 - A copy of the current cemetery By-law must be provided to the transferee.
- 4.4 Once all required documentation and information have been received by the Cemetery Operator from the rights holder(s), the Cemetery Operator will issue a new interment rights certificate to the transferee(s), and the transferee(s) shall be considered the current interment rights holder(s) of the interment or scattering rights. The resale or transfer of the interment shall be regarded as final, and the cemetery's Public Register will be updated.

Administration fee for transfer:

- 4.5 In the case of a transfer of interment rights, an administration fee applies for the Cemetery Operator to issue a new rights certificate to the transferee. The fee, which is set out on the cemetery price list, is also charged for the replacement of lost or damaged certificates.

SECTION F. CONSUMER PROTECTION

- 5.1 Lot sizes may vary according to specific lots within a particular cemetery. Survey plans shall be used to determine the dimensions of each lot.
- 5.2 Interment rights may be purchased from the Cemetery Operator at the price(s) set out in the current tariff, attached as Schedule 'C' to this By-law.
- 5.3 A rate shall cover lots sold for care and maintenance outlined in the tariff applicable at the time of purchase, as prescribed following the Act.
- 5.4 Payments for cemetery products and services shall be made at the Township of McKellar Municipal Office located at 701 Highway 124, McKellar, ON P0G 1C0.
- 5.5 Each purchaser of interment rights shall be entitled to a certificate of interment rights and a signed contract for the purchase of the rights. Such certificate shall be set out in Schedule 'A' and such contract shall be as set out in Schedule 'B' to this By-law.

SECTION G. DISINTERMENT

- 6.1 Human remains may be disinterred from a lot with the written consent of the interment rights holder and prior notification to the local Medical Officer of Health. Notification to the local Medical Officer of Health is not required for the disinterment of cremated remains.
- 6.2 In some circumstances, the disinterment of human remains may be ordered by one or more public officials (e.g., Court Order, Coroner's Office etc.) and will take place without the consent of the interment rights holder(s) and/or next of kin.
- 6.3 The cemetery is not responsible for damage to any casket, urn or container which may occur during a disinterment. Additionally, due to the length of time that a casket, urn, or container has been interred and the conditions to which it has been exposed, the cemetery cannot guarantee that it can retrieve the complete casket, urn or container interred in the cemetery. Should a new casket, urn or container be required at the time of disinterment, it shall be at the expense of the party authorizing the disinterment. Additionally, the Cemetery Operator has the right to request that a licensed funeral director and or Township employee be present for the disinterment at the expense of the party authorizing the disinterment.
- 6.4 Disinterments will be scheduled at a day and time designated by the Cemetery Operator. The Cemetery Operator reserves the right to close the cemetery or the section where the disinterment is to take place. Only those persons required or permitted by the cemetery to attend a disinterment shall be allowed to enter the cemetery or the section involved during a disinterment.

- 6.5 If reinterment does not take place within the same lot and if existing memorialization (monument, marker, etc.) needs to be removed, it will be at the expense of the person authorizing the disinterment.
- 6.6 Once a disinterment has been completed, the lot space shall be considered available to the interment rights holder for a new interment, transfer or resale in accordance with this By-law. Suppose the grave from which a disinterment has occurred is transferred or resold. In that case, the new interment rights holder must be made aware of the previous disinterment and agree in writing to such knowledge as part of the transfer or resale agreement.
- 6.7 The raising and lowering of remains from standard depth to extra depth is considered a disinterment.

SECTION H. MEMORIALIZATION

- 7.1 No memorial shall be erected or permitted on a lot until all charges have been paid in full and/or written consent is obtained from the Cemetery Operator.
- 7.2 To prevent interference with future interments and optimize cemetery maintenance, the Cemetery Operator reserves the right to set out the maximum size of monuments, their number and their location on each lot or plot.
- 7.3 Only one (1) monument and one (1) marker shall be erected within the designated space on any lot. Where there is more than one burial in a grave, then there shall be no more than one (1) monument and two (2) or three (3) markers on that grave.
- 7.4 No monument shall be delivered to the cemetery for installation until the monument foundation has been completed, and the Cemetery Operator has obtained permission. Upright monuments or pillow markers on a granite base require a 3.5-inch-deep concrete foundation.
- 7.5 A monument shall be erected only after the specific design plans have been approved by the Cemetery Operator, including dimensions, material of structure, construction details, and proposed location.
- 7.6 The installation of small-scale private mausoleums or columbarium (including niche monuments) is prohibited.
- 7.7 The cemetery operator reserves the right to remove at its sole discretion any marker, monument, or inscription which is not in keeping with the dignity and decorum of the cemetery as determined by the Cemetery Operator.
- 7.8 No monument, footstone, marker or memorial of any description shall be placed, moved, altered, or removed without permission from the Cemetery Operator.
- 7.9 The minimum thickness for flat markers is 10 cm or 4 inches.
- 7.10 All monuments and markers shall be constructed of bronze or granite.
- 7.11 Markers of bronze or granite are permitted with size and quantity restrictions according to this By-law, and the placement of such memorials shall not interfere with future interments.
- 7.12 Specifications for Flat Markers and Pillow Markers:
 - a) Flat Markers shall be flat and flush with the surface of the ground or set on a concrete or granite base. The upper surface of Flat Markers shall not contain projections except for lettering or other such embellishments, which shall not project more than 5mm (or ¼ inch) above the surface of the Flat Marker.
 - b) All flat and pillow markers must be made of granite or bronze.
 - c) In addition to the requirements of this section, bronze Flat Markers shall have a concrete or granite base with a border between 5.08 cm and 7.62 cm or 2 inches and 3 inches.

d) Single In-Ground Lot: Flat Markers and Pillow Markers shall not exceed 36" in width and 24" in depth (91.44 cm X 61 cm), including any border with a minimum thickness of 4" (10.16 cm) for Flat Markers and 3" (7.62 cm) for Pillow Markers.

e) Double In-Ground Lot (**definition – internments side by side, one on top of the other is not permitted**): Flat Markers and Pillow Markers shall not exceed 54" in width and 24" in depth (137.16 cm X 61 cm), including any border with a minimum thickness of 4" (10.16 cm) for Flat Markers and 3" (7.62 cm) for Pillow Markers.

f) Pillow markers shall be 20 cm by 13 cm (8 inches by 5 inches) slant with 5 cm (2 inches) set in the ground. Pillow Markers shall be a maximum of 12" (30.48 cm) thick and a minimum of 3" (7.62 cm) thick. Pillow markers can have a maximum slope of 3/8. Up to 12" thickness on the back and a minimum of 3" thickness on the front. Pillow markers can be placed on 4" thick granite bases or granite or concrete pads with a minimum thickness of 2". Pillow markers over 8" high shall be placed on a granite base or pad of a minimum thickness of 4" for stability.

g) Foot Markers: A flat marker may be installed as a foot marker at the foot of a Regular-Sized lot, provided such marker shall not exceed 24" in width and 18" in depth (61 cm x 45.72 cm), including any border with a minimum thickness of 3" (7.62 cm).

h) Corner Markers: Flat Markers may be installed as Corner Markers on regular-sized lots provided that they do not exceed 15.24 cm by 15.24 cm (6 inches by 6 inches) with a minimum thickness of 7.62cm (3 inches).

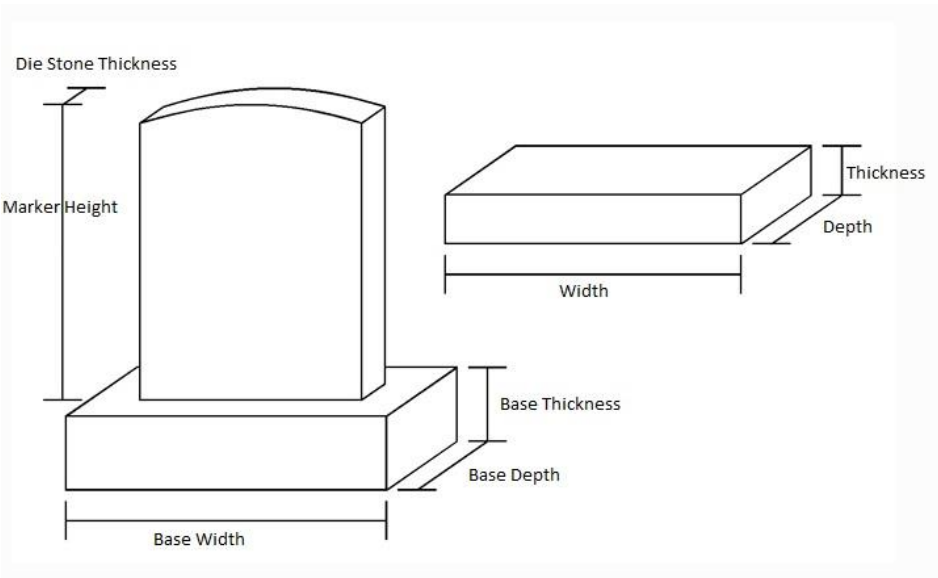
7.13 Specification for Upright Markers

a) Upright Markers for a Single In-Ground Lot - The base shall be a maximum of 2'-6" (76.2 cm) in width, 20" (50.8 cm) in depth with a minimum height of 6" (15.24 cm) and the marker shall be a maximum of 4'0" (1.21 m) in overall height including the base. The minimum thickness of the die stone shall be 6" (15.24 cm) at all points from top to bottom.

b) Upright Markers for a Double In-Ground Lot - The base shall be a maximum of 4'6" (1.40 m) in width, 20" (50.8 cm) in depth with a minimum height of 6" (15.24 cm) and the marker shall be a maximum of 4'0" (1.21 m) in overall height including the base. The minimum thickness of the die stone shall be 6" (15.24 cm) at all points from top to bottom.

c) Upright markers over 42" (1.07m) in height should be a minimum of 8" thick.

d) Upright monuments on lots larger than Double In-Ground Lots (3 graves and larger) cannot exceed 75% of the total width of the combined lots.



Specification Definitions for the Purpose of this By-law
(Both for Single/Double Markers)

Image: Specification Definitions for the Purpose of this By-law, for both Single and Double Markers.

7.14 Minor scraping of the monument base of an upright monument due to grass/lawn maintenance is considered normal wear and tear.

7.15 The cemetery operator will take reasonable precautions to protect the property of interment rights holders, but it assumes no liability for the loss of, or damage to, any

monument or marker, or part thereof unless it is as a result of negligence by the cemetery.

- 7.16 Memorials – monuments, markers, plaques etc. are owned by the interment rights holder and the Cemetery Operator is not responsible for their loss or deterioration. Interment right holders may wish to consider adding memorials to their own insurance coverage.
- 7.17 Wooden Crosses – All wooden crosses must be placed at the top of the lot and must be painted white or with clear varnish and appropriate lettering. Wooden crosses that become unsightly or present a health and safety risk will be removed by Township staff.
- 7.18 Should any monument or marker present a risk to public safety because it has become unstable, the Cemetery Operator shall do whatever it deems necessary by way of repairing, resetting, or laying down the monument or marker or any other remedy to remove the risk.
- 7.19 Inscriptions on the back and sides of a monument are limited to only the surname and design features, with the Cemetery Operator's prior approval.
- 7.20 The Cemetery Operator and the Monument Company must approve Boulder monuments.
- 7.21 For monuments that do not specifically comply with the cemetery bylaws but add artistic value or historical interest to the cemetery, they may be brought to the Cemetery Operator for consideration and approval. This may include matching an existing monument.

SECTION I. CEMETERY CARE AND MAINTENANCE

- 8.1 A portion – 40% or a minimum legislatively prescribed amount- of the price of interment rights must be deposited and entrusted into the cemetery's Care and Maintenance Fund.
- 8.2 The income generated from this trust fund is used to maintain, secure and preserve the cemetery grounds and markers in perpetuity. Services that can be provided through this fund include:
 - Lawn care, re-levelling and sodding or seeding of lots or scattering grounds
 - Maintenance of cemetery roads, sewers and water systems
 - Maintenance of perimeter walls and fences (*continued on next page*)
 - Maintenance of cemetery landscaping
 - Repairs and general upkeep of cemetery maintenance buildings and equipment
 - To the extent that income from the Care and Maintenance Fund permits, the cemetery operator will stabilize and secure markers and monuments within the cemetery.

SECTION J. FLORAL TRIBUTES AND CARE & PLANTING

- 9.1 No person other than cemetery staff shall remove any grass/sod or in any other way change the surface of the burial lot in the cemetery. The Township will provide seedlings where necessary in the cemeteries during the fall season when rain is most prevalent.
- 9.2 The Cemetery Operator shall not be responsible in any way for personal property lost or damaged in the cemeteries. Implements, materials or any other articles of personal property left in the cemetery are subject to removal by Township staff without return or compensation.

Planted Flowers, Trees and Shrubs

- 9.3 Planted flowers and shrubs are not permitted except those planted and cared for by Township staff. Interment rights holders or the public shall not plant flowers, trees or shrubs within any cemeteries owned by the Cemetery Operator. The Township has the right to remove any flowers, trees or shrubs on cemetery grounds.

Artificial or Fresh Wreath / Flower Arrangements

- 9.4 One (1) artificial or fresh wreath or flower arrangement shall be permitted on a single lot from May 1st to October 15th. If such decorations are not removed by October 15th in any year, they shall be considered abandoned and may be disposed of by Township staff.

- 9.5 One (1) wreath or flower arrangement will be permitted on any single lot to mark special occasions which fall after October 15th. Examples are Remembrance Day, Christmas Day, Easter, etc. Such decorations must be removed within twenty-one (21) days of placing them. If they are not removed, they shall be considered abandoned and may be disposed of by Township staff.
- 9.6 The Cemetery Operator reserves the right to disallow or remove quantities of memorial wreaths or flowers considered to be excessive and that diminishes the otherwise tidy appearance of the cemetery.

Candles

- 9.7 Candles, incense, or other flammable articles are not permitted.

Prohibited Items

- 9.8 Prohibited items include, but are not limited to, the following: glass containers, metal stakes (not including Shepard's crosses), plastic and glass solar lights, ceramic items, loose stones and such other objects that may cause a hazard at the discretion of the Cemetery Operator.

Refuse

- 9.9 No person shall litter within any cemetery.

SECTION K. REGULATIONS FOR CONTRACTORS AND WORKERS

- 10.1 All Contractors performing work in all cemeteries owned by the Cemetery Operator are required to produce evidence of:
- 1) Public Liability and Property Damage Insurance in an amount not less than two million dollars (\$2,000,000.00); and
 - 2) Workplace Safety and Insurance Board (WSIB) in good standing. Before any work commences in the cemetery, the contractor shall pay, or cause to be paid, any assessment or compensation required to be paid pursuant to the Workplace Safety and Insurance Act.
- 10.2 All contractors performing work in the cemeteries shall comply with the requirements of the Occupational Health and Safety Act and Regulations hereto.
- 10.3 All persons performing work in the cemetery shall conduct themselves in a manner in keeping with the dignity of the cemetery and shall respect any restrictions or regulations which the Cemetery Operator may require in the performance of their work. Appropriate attire shall be worn for the duties being performed. CSA-approved steel-toed safety boots and personal protective equipment must be worn when the work being performed requires it in accordance with the Occupational Health and Safety Act. Contractors who fail to comply with the Act will be asked to leave the cemetery grounds.
- 10.4 Contractors shall temporarily cease all operations if there is a funeral/burial taking place anywhere in the cemetery. Work by the contractor shall only resume once proceedings are complete.
- 10.5 No work will be performed at the cemetery except during the regular business hours of the cemetery. Contractors, monument dealers and suppliers shall not do any work in the cemetery in the evening, weekends or statutory holidays, unless the Cemetery Operator has granted prior approval.
- 10.6 Contractors will conduct their operations to prevent damage to any grounds, turf, shrubs, trees, upright markers, flat markers, pillow markers, or any other article or natural feature in the cemetery. To protect the grounds from surface damage, contractors, monument dealers, and suppliers shall lay wooden planks on the burial lots and paths over which heavy materials are to be moved. Any damage caused by contractors shall be at the expense of the contractors.
- 10.7 Vehicles over 10,000kg Gross Vehicle Weight (GVW) shall not enter the cemetery without prior authorization from the Cemetery Operator.

10.8 For the safety of all visitors and staff, all work sites must be secured when left unattended. Contractors working within the cemetery must remove all implements, equipment and garbage from the cemetery at the end of each workday and at the conclusion of the work.

The enactment of this By-law is subject to the approval of the Registrar, FBCSA, BAO.

READ a **FIRST** and **SECOND** time this 5th day of August, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 19th day of August, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

Registrar, Cemeteries Regulation Unit

Approval Date of Registrar

CERTIFICATE OF INTERMENT RIGHTS

Pursuant to the *Funeral, Burial and Cremation Services Act, 2002*, and Regulations and all amendments thereto,

BETWEEN: The Corporation of the Township of McKellar, operating through its Council, having its head office at 701 Highway 124, McKellar, ON P0G 1C0, hereinafter referred to as the **"Corporation"**

AND: _____
Hereinafter referred to as the **"Purchaser"**

In consideration of the sum of \$ _____ receipt of which is hereby acknowledged, and which includes the sum of \$ _____ for Care and Maintenance which is deposited with the Trustee, the **Corporation** agrees to assign to the **Purchaser** the Burial or Interment Rights in _____ Cemetery as follows:

RANGE: _____ LOT No. _____ SIZE: _____ AREA: _____

As shown on the approval plan of _____

DATE OF PURCHASE: _____

THE PURCHASER, by acceptance of this indenture, indicates that the By-laws governing the operation of the cemetery have been received and read, and agrees to be guided by the said By-laws as well as the provisions of the *Funeral, Burial and Cremation Services Act, 2002*, and Regulations and all amendments thereto, as if these were included as part of this indenture.

THE PURCHASER agrees that in the event of transfer of the said Interment Rights, this Certificate cannot be transferred but will be returned to the **Corporation**, which will issue a new Certificate to the Transferee as per the stipulations contained within the By-law.

WITH RESPECT to the erection or installation of markers, the **Purchaser** agrees to abide by the By-laws of the **Corporation** wherein restrictions on the erection or installation of markers are given.

IN WITNESS WHEREOF THE CORPORATION OF THE TOWNSHIP OF McKELLAR has affixed its signature by the hands of its proper signing officers on this _____ day of _____, 20____.

THE CORPORATION OF THE TOWNSHIP OF McKELLAR

Per: _____
(Signature and Title)

THE PURCHASER

Per: _____
(Signature)

(Printed Name) (Date)

(Address)

Appendix 'B' to By-law 2025-43 – The Cemetery By-law
Corporation of the Township of McKellar
Cemetery Operator License No. 3293741

**CONTRACT FOR PURCHASE OF INTERMENT RIGHTS OR
CEMETERY SUPPLIES OR SERVICES**

In _____ Cemetery

RIGHTS TO:

Name: _____
Address: _____
Phone: _____ Email: _____
Date: _____ Pre Need: _____ At Need: _____
Deceased: _____ Date of Death: _____
Place of Death: _____
Range: _____ Lot: _____ Grave: _____
Funeral Director / Transfer Service: _____

INTERMENT RIGHTS & SERVICE / SUPPLIES

Land: _____ Spaces @ \$ _____	\$ _____
Repurchase Price	\$ _____
Amount of Care and Maintenance	\$ _____
Monument Care and Maintenance	\$ _____
Total Sale	\$ _____
Ontario License Fee	\$ _____
Total: \$ _____	

It is agreed between the parties that this contract is subject to the By-laws of the Corporation of the Township of McKellar, and the purchaser hereby acknowledges receipt of a current copy of the By-law to Establish Rules and Regulations for the Management and Control of All Cemeteries Operated by the Corporation of the Township of McKellar and that the attached "Conditions of Contract" have been read and understood.

PURCHASED BY: _____

THE CORPORATION OF THE TOWNSHIP OF MCKELLAR

Per: _____
(Signature and Title)

CONDITIONS OF CONTRACT

The Corporation of the Township of McKellar agrees with the Purchaser as follows:

THE FOLLOWING TRUSTING PROVISIONS ARE IN EFFECT:

1. Lot: _____ 40% of the purchase price or \$150.00 whichever is greater.
2. CONTRIBUTION TO CARE AND MAINTENANCE FUND FOR MARKERS AND MONUMENTS INSTALLATION:

Trust Funds: Flat Marker over 173 square inches	\$50.00 +HST
Upright monument up to 4 ft. in height or width	\$100.00 +HST
3. A CONTRACT FOR THE PURCHASE OF INTERMENT RIGHTS INCLUDES:
 - (a) The right of the purchaser, by written demand, to request the cemetery owner to repurchase the rights at any time before they are used or exercised.
 - (b) The cemetery owner shall repurchase the interment rights within thirty (30) days from the date the written demand was received.
 - (c) The repurchase price of Interment Rights shall be determined by the current value of the rights less the amount the cemetery owner paid into the Care and Maintenance Fund in respect of the interment rights, except for return within the standard thirty (30) day cooling-off period during which a refund in full will be made.
 - (d) The private resale of interment rights by the purchaser is prohibited.
 - (e) In accordance with the By-laws of the Corporation of the Township of McKellar, the following restrictions on the exercising of the interment rights are outlined under Section 'C' of this By-law and amendments thereto.
 - (f) In exercising the interment rights contracted herein, the following documents are required under Section 'C': Interment Order, Proof of Registration of Death (Burial Permit or Cremation Certificate), Contract and Certificate of Interment Rights (Schedule 'A') and Contract (Schedule 'B').
 - (g) In accordance with the By-laws of the cemetery, the following restrictions or requirements apply with respect to cemetery supplies and services purchased from a source other than the cemetery: See Section 'B' General Information and amendments thereto.
 - (h) If the purchaser wishes to transfer an interment right, the purchaser shall give written notice of the transfer to the cemetery owner and return the original certificate of interment rights to the cemetery owner. The cemetery owner shall then issue the new certificate of interment rights to the transferee upon payment of the applicable transfer fee. If the original certificate of interment rights has been misplaced, the cemetery owner will issue a duplicate certificate of interment rights upon payment of the applicable fee.
 - (i) In accordance with the By-laws of the cemetery, the following restrictions on the transfer of interment rights apply (see Section 'E').
 - (j) The certificate of interment rights shall not be issued until the interment rights have been paid for in full.
 - (k) Interment rights capacity – single lot: each regular-sized lot can be used for one (1) casket burial plus an additional two cremation burials over the casket **or** a total of four cremations per lot.
 - (l) Memorializations permitted – per single grave: one (1) upright monument and two (2) flat markers **or** three (3) flat markers; see Section 'C'.

Appendix 'C' to By-law 2025-43 – The Cemetery By-law
Corporation of the Township of McKellar
Cemetery Operator License No. 3293741

TARIFF OF RATES

	RESIDENT	NON-RESIDENT
Single Lot	\$170.00	\$340.00
Care & Maintenance	\$290.00	\$290.00
HST	\$59.80	\$81.90
TOTAL	\$519.80	\$711.90
Staking/ Marking Fee	\$50.00 plus HST	
Transfer Fee – Plus difference between Resident and Non-Resident Rate, if applicable, see Section X of By-law.	\$50.00 plus HST	
Duplicate Certificate of Interment Rights	\$25.00 plus HST	
Each single lot may have one (1) casket burial plus an additional two (2) cremation burials over the casket OR a total of four (4) cremations per lot.		
All casket interments are subject to a license fee of \$12.00 (HST exempt), which will be remitted to the Ministry of Consumer Services	\$12.00	
Contribution to Care and Maintenance for Marker and Monument Installation		
Flat marker under 173 square inches	\$0.00 (no charge)	
Flat marker over 173 square inches	\$113.00 (incl. HST)	
Upright monument up to 4 ft. in height or width	\$226.00 (incl. HST)	

Please note: the Ministry of Government and Consumer Services (MGCS) in Ontario was renamed the Ministry of Public and Business Service Delivery and Procurement in June 2024. Please ensure this updated ministry name is reflected where applicable in your documents.



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. The project is on hold so that the Association can inform their residents of the project. A future information meeting will be held.
		Moffat Road Upgrades	Public Works & Administration	Road study completed.
Mar. 7/23	23-204	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.
Feb. 7/24	24-080	By-law 2024-15 Being a By-law to Amend the Parking By-law (with respect to fees)	By-law Enforcement	Report to Council on the area Municipality fees.
Mar. 1/24	24-107 25-194	Quotations for Playground Equipment for Broadbent Ball Park	Administration	Staff are looking into other play equipment options after feedback from area parents. Staff continuing to search for grant funding.
Mar. 19/24	24-160	New Fees & Charges By-law	Administration & Finance	The by-law was deferred at the August 5/25 meeting
Sept. 3/24		Review Cemetery By-law	Administration	The By-law has had first and second reading, final reading to be done at the August 19 th meeting
Mar. 4/25		Add to greeting message that calls are recorded	Administration	Current phones do not have this capability. Staff are looking into other options.
May 6 /25		Sever Township Property on Dockside Drive to create 5 new non-waterfront lots	Administration	The Clerk has contacted Planscape for an opinion and has requested a quotation from a surveyor and solicitor for the property surveying and transfers.
July 2/25		Insurance Coverage on Municipal Bridges	Administration/Treasury	Information to be updated at the August 19 th Meeting
July 15/25	25-307	Agreement with Spectrum Telecom Group	Administration/Fire Department	Staff to research other telecommunications agreements to compare – DEFERRED in August 5/25 meeting
August 5/25	25-340 25-347	Enforcement responsibility for on-site sewage systems and Review of Building By-law	Building Department	Council has requested that the CBO attend the August 19 th meeting to discuss this matter
August 5/25	25-342	Fox Farm Road Extension Association requests winter maintenance	Public Works Department	Council has requested that the Public Works Superintendent prepare a report on the feasibility, costs, and implications of adding this section of Fox Farm Road to the winter maintenance schedule



July 31, 2025

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- Get access to MIDAS!
- Provincial consultations on electricity transmission planning.
- Rural Ontario Development Program opens for applications.
- Nominations for 2025 Excellence in Agriculture award.
- Applications now open for EASE Grant - apply by August 14th.
- Homelessness Reduction Innovation Fund: Apply by August 15.
- Don't miss this year's pre-conference workshops at AMO 2025.
- AMO Guide to Delegation Meetings 2025: Be prepared for your ministerial delegations.
- Registration for AMO's Second Annual Healthy Democracy Forum is open.
- AMO fall education workshops.
- Training - Foundations for a Municipal Investment Strategy.
- Help to protect your residents.
- All Risk Municipal Grant announcement.
- Municipal website usability checklist.
- Blog: What are Group Benefits – really?
- New guidance for Battery Energy Storage System (BESS) safety.
- 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 and identifies multiple year trends. For access, municipal elected officials and municipal staff can email MIDASAdmin@amo.on.ca.

Provincial Matters

The provincial government is soliciting feedback on electricity transmission projects including the [Greenstone](#) Line, [Windsor to Lakeshore](#) Line, [Bowmanville to GTA](#) Line, [Orangeville to Barrie](#) Line, and [Barrie to Sudbury](#) Lines.

The Ministry of Rural Affairs is accepting applications to the modernized [Rural Ontario Development](#) (ROD) Program. Applications are being accepted through four intakes with the first open from June 24 – September 24, 2025.

The Ministry of Agriculture, Food and Agribusiness is [accepting nominations](#) for the 2025 Excellence in Agriculture Award recognizing individuals, businesses and organizations driving excellence in Ontario's agri-food sector.

The [EASE Grant](#) offers up to \$60,000 in funding for small capital projects that improve Ontario communities' accessibility and enhance quality of life for people with disabilities and older adults.

Federal Matters

The Homelessness Reduction Innovation Fund provides grants for projects aimed at reducing homelessness. Find out about the process to apply and learn about the latest solutions. [Sign up here](#).

Education Opportunities

This year's AMO Conference includes an impressive slate of preconference workshops. These workshops will support your decision making from asset management, procurement practices and insights as well as maintaining your wellbeing as you lead your local communities. [See more here](#). AMO's [Guide to Delegation Meetings](#) outlines best practices to help AMO members get the most out of your delegation meetings. You will find advice on the full delegation process, from submitting your request for a delegation, preparing, participating and following-up after your successful meeting. AMO is holding a forum for its members, key stakeholders and partners to provide a reliable assessment of tariff and trade disruptions and their impact on Ontario municipalities and business sector. Forum discussion and content will include identifying measures to address and mitigate these impacts. This future facing event is an opportunity to build new alliances and relationships across impacted sectors in support of strong and effective economic advocacy. [Register here](#). We are pleased to be hosting the second annual AMO Healthy Democracy Forum October 18-19 at the [Westin Harbour Castle Hotel](#) in Toronto. This year's discussions will focus on strategies to encourage and increase voter turn out, candidate attraction and retention as well as promoting civility and confronting harassment in Ontario's municipalities. For more information and to register [click here](#).

LAS

Now's the time to enhance your understanding of municipal investments. This [new on-demand training](#), which is perfect for municipal finance staff, will review the *Municipal Act* investment regulation, discuss current municipal finance challenges, and overview investment options available to the municipal sector.

Most residential property owners don't know they are responsible for the maintenance of the buried water and sewer lines that run from the municipal connection to the exterior of their home. You can help them save money and time. [Visit our program partner SLWC](#) at the AMO Conference, booth #205 to learn how.

Our three All Risk Municipal Grant winners will be announced on August 18 at the AMO Conference. Each will receive \$10,000 to support their innovative risk management solution. [Stay tuned for more details](#).

What does a usable website look like? Our Barrier-free Website Builder partner is offering a valuable [Usability Checklist](#). It has a tiered level of opportunities for municipal staff – from making quick wins to completing larger tasks that can completely transform residents' and staff website experience.

If a municipality were shopping for a new group benefits insurance company or wanted to compare rates, the process isn't a simple 24-hour turnaround. [Read our blog](#) to learn more, and if you have any questions, you could also visit our program partner at the AMO Conference, booth #201.

Municipal Wire*

Energy Storage Canada and the Energy Safety Response Group have [published new guidance](#) answering common questions and myths about BESS systems. This resource can help municipalities considering hosting projects under the LT2 energy procurement.

Careers

[Director of Community Development](#) - City of Temiskaming Shores. Closing Date: August 18th, 2025.
[Economic Development Officer](#) - County of Simcoe. Closing Date: August 8, 2025.
[Planning Program Supervisor, Growth Policy & Analysis](#) - County of Simcoe. Closing Date: August 8, 2025.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments.

AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)



*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



AMO Watchfile



August 07, 2025

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- Ontario Professional Planners Institute Launches Free Workshop Series.
- Limited time Offer: Free RETScreen® Expert Trial and Support.
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Municipal Wire*

AMO is pleased to support OPPI in developing a [series of free workshops](#), offered both in person and virtually, to address the shortage of planners in Ontario. Registration will open late August, so stay tuned.

NRCan's RETScreen Division is offering a [free one-year trial licence](#) to new users who would like to download &/or link to EnergyStar Portfolio Manager (ESPM) data. Email retscreen@nrcan-rncan.gc.ca to subscribe. PLUS, for a limited time, free technical support for connecting RETScreen to ESPM is available by emailing Stephen Dixon at sdixon@knowenergy.com.

Energy Storage Canada and the Energy Safety Response Group have [published new guidance](#) answering common questions and myths about BESS systems. This resource can help municipalities considering hosting projects under the LT2 energy procurement.

Careers

[Planning/Zoning Coordinator and Assistant Secretary Treasurer](#) - King Township. Closing Date: August 18, 2025.

[Asset Management Specialist](#) - Township of St. Clair. Closing Date: August 13, 2025.

[Advisor Strategic Support & Issues Management](#) - City of Toronto. Closing Date: August 22, 2025.

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Parry Sound District Age Friendly Community Needs Assessment

Project was conducted by the Parry Sound District Age Friendly Community Committee

What is an age friendly community: ITEM 25.2

A community where policies, services, and public spaces are planned to help people of all ages live safely and comfortably in places that are accessible to use and are welcoming.

Community needs Assessment survey:

Survey was shared throughout Parry Sound district between August and October 2024.

463 respondents completed the survey.

41%

of respondents were between 61 and 70 years of age.

59%

of respondents identified as residing in West Parry Sound.

78%

of respondents identified as year-round residents.



Key themes:

Need for:

- Increased awareness and promotion of services across Parry Sound district. (e.g., central directory).
- Accessible and affordable transportation across Parry Sound district.
- Continued involvement of older adults in planning initiatives within communities.

Next Steps

- Share existing resources
- Share findings with decision makers
- Continue to engage with older adults in the community

For more information or to get involved visit:
myhealthunit.ca/agefriendly
or call 1-800-563-2808



Ministry of Natural Resources

Development and Hazard Policy
Branch
Policy Division
300 Water Street
Peterborough, ON K9J 3C7

Ministère des Richesses naturelles

Direction de la politique d'exploitation des
ressources et des risques naturels.
Division de l'élaboration des politiques
300, rue Water
Peterborough (Ontario) K9J 3C7



August 08, 2025

Subject: Proposed updates to certain operational policies under the *Aggregate Resource Act*

Hello,

Ontario's aggregate industry plays a key role in our government's vision to build Ontario, supporting vital development and jobs across the province. At this time, MNR is proposing updates to certain operational policies under the *Aggregate Resources Act*.

Over the last six years, changes to the Act, regulation, and the development of the Aggregate Resources of Ontario Standards, have left several aggregate resources policies outdated and/or inaccurate. New requirements and provisions introduced through these changes also need to be supported with new policy direction.

In a continued effort to clarify requirements and improve efficiencies, three policies are proposed to be updated (replacing seven outdated policies) related to new aggregate licence/permit applications addressing Water Report, Cultural Heritage Report, and Matters to be Considered in the Issuance of a Licence. One new policy based on the 2020 requirements in the Standards, Maximum Predicted Water Table Report is being proposed. In addition, the government is focused on reducing burden to businesses; this is why we are proposing to rescind 28 policies that are outdated or unnecessary.

Updated policies are an important step in modernizing the Ministry's aggregate program, ensuring transparency and consistency in program delivery, and providing certainty to industry and the public about the Ministry's expectations.

A complete summary of the proposed policy changes can be found on the [Environmental Registry](#) (search for notice: 025-0216) for a 48-day commenting period ending September 25, 2025.

We invite you to review the changes and offer comments.

There are several ways you can comment on this proposal, including:

1. Directly through the Environmental Registry posting (click on the "Submit a comment" button)

2. By email to aggregates@ontario.ca, or
3. By mail to:

Resources Development Section
Ministry of Natural Resources
300 Water Street, 2nd Floor South
Peterborough, ON K9J 3C7

For questions, contact Sheena Tower at aggregates@ontario.ca.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jennifer Keyes".

Jennifer Keyes

Director, Development and Hazard Policy Branch

MONTHLY JOBS REPORT

June 2025

The Labour Market Group
Guiding partners to workforce solutions.

NIPISSING DISTRICT

There were 459 job postings recorded for Nipissing District in June. This figure is significantly lower in both, month-over-month (-18.6%, -105) and year-over-year (-21.7%, -127) comparisons. This month, there were 230 unique employers; a decrease in month-over-month (-13.5%, -36) comparisons, highlighting that there were not only fewer jobs but also fewer employers posting jobs.



100%

Collected from online sources.



17.4%

(80) Requiring a bilingual individual.

11.3%

(52) Criminal Record Check.



For postings that listed an annual salary.



\$77,911.49/year
AVERAGE



\$30.33
HOURLY WAGE

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

Of the 227 postings which listed an hourly wage 7.5% (17) were listed at the **provincial minimum wage of \$17.20/hour.**

PARRY SOUND DISTRICT

There were 112 job postings recorded for the Parry Sound District in June. This is a significant decrease in month-over-month (-30.9%, -50) and year-over-year (-35.3%, -61) comparisons. There were 69 unique employers this month; lower in month-over-month (-25.8%, -24) comparisons, highlighting that there were not only fewer jobs but also fewer employers posting jobs.



100%

Collected from online sources.



2.7%

(3) Requiring a bilingual individual.

12.5%

(14) Criminal Record Check.



For postings that listed an annual salary.



\$60,175.38/year
AVERAGE

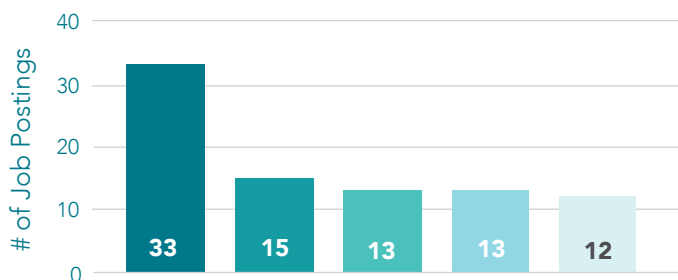


\$28.03
HOURLY WAGE

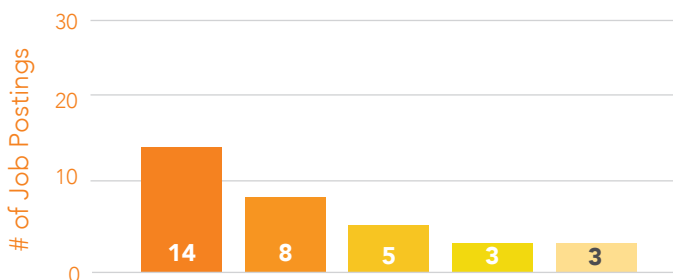
The average hourly wage in June for those postings which listed one.

Of the 71 postings which listed an hourly wage 1.4% (1) were listed at the **provincial minimum wage of \$17.20/hour.**

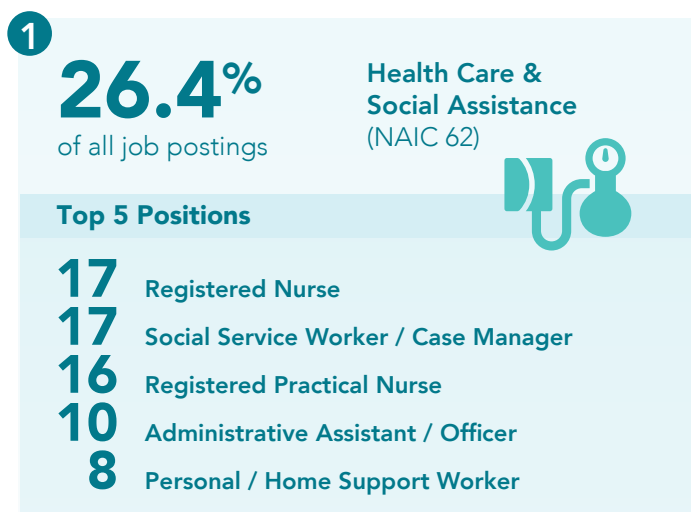
TOP 5 EMPLOYERS POSTING JOBS



TOP 5 EMPLOYERS POSTING JOBS



TOP 5 INDUSTRIES HIRING (NAICS)



- 2** **16.3%:** Retail Trade (NAICS 44-45)
- 3** **11.1%:** Educational Services (NAICS 61)
- 4** **7.2%:** Transportation & Warehousing (NAICS 48-49)
- 5** **6.5%:** Accommodation and Food Services (NAICS 72)

As expected, the Health Care and Social Assistance (NAICS-62) industry saw the most number of job postings in June with more than a quarter (26.4%, 121) of the total. The Educational Services (NAICS-61) industry saw the largest month-over-month decrease of -3.8%. The Administrative and Support, Waste Management and Remediation Services industry (NAICS-56) saw the largest month-over-month increase (+3.3%) in job posting representation.

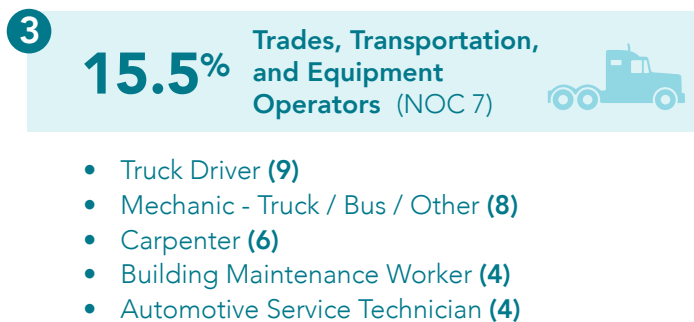
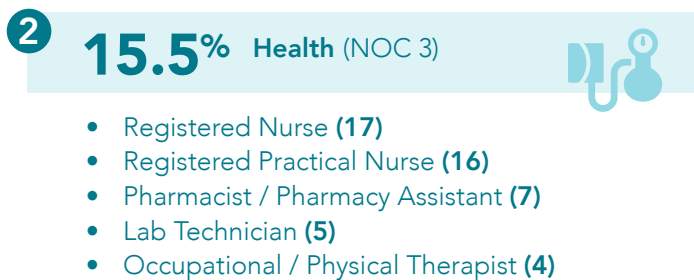
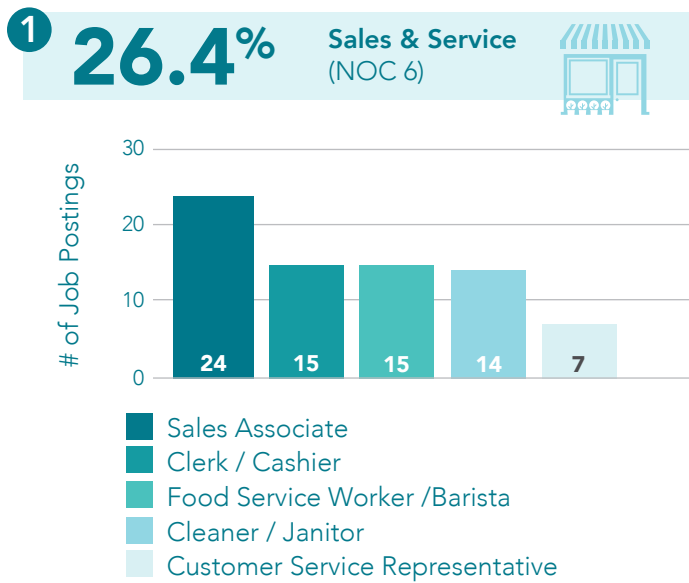
TOP 5 INDUSTRIES HIRING (NAICS)



- 2** **17.9%:** Accommodation and Food Services (NAICS 72)
- 3** **14.3%:** Retail Trade (NAICS 44-45)
- 4** **8.9%:** Public Administration (NAICS 91)
- 5** **8.9%:** Manufacturing (NAICS 31-33)

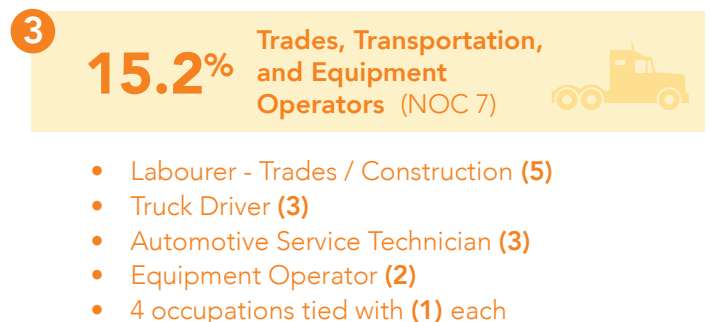
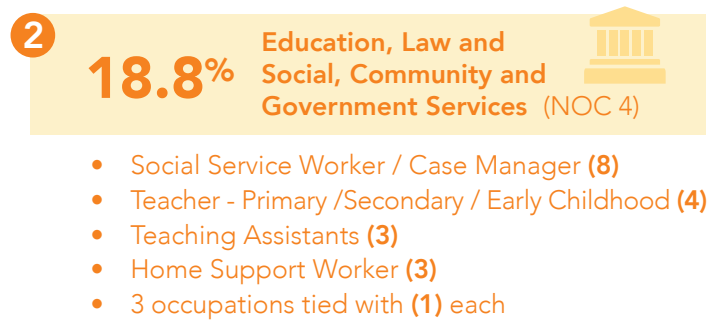
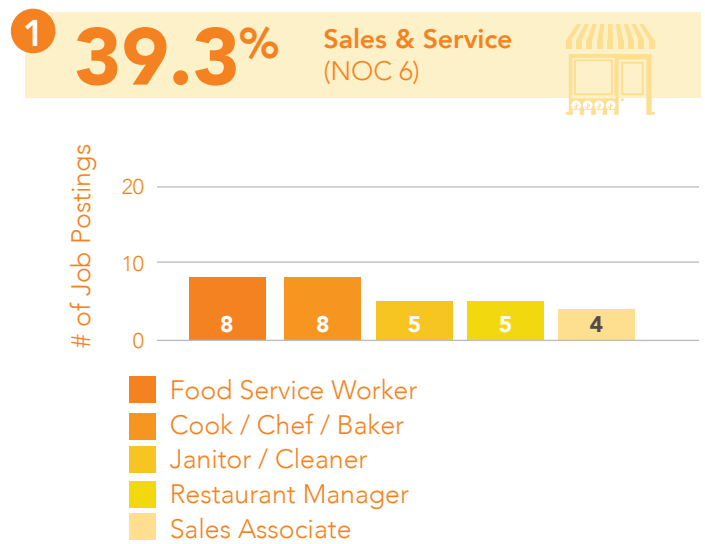
The Health Care and Social Assistance (NAICS-62) industry saw the most number of job postings in June with slightly more than a quarter (27.7%, 31) of the total. The Accommodation and Food Services (NAICS-72) industry saw the largest increase (+5.5%). The Educational Services (NAICS-61) industry saw the largest month-over-month decrease -3.2%.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



Sales and Service (NOC-6) based occupations made up 26.4% (121) of all the job postings listed in June. Contrary to May, the Education, Law and Social, Community and Government Services (NOC-4) based occupations saw the biggest decrease this month (-3.5%). The Business, Finance and Administration (NOC-1) based occupations saw the largest increase (+2.2%), this increase is exactly proportional to last month's decrease. Looking at managerial roles, 13 of 27 fell in the Sales and Service occupations and 4 each made up the Business, Finance and Administration and Natural and applied sciences and related occupations. As for the 5 senior managerial roles, all 5 were part of administrative services where 2 belonged to the Healthcare and Community industry, the other 2 to Finance and the last one to Transport.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



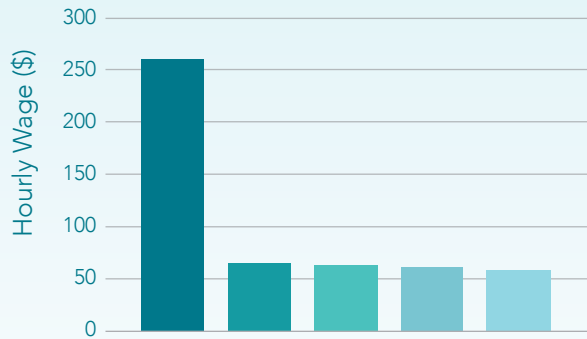
As expected, Sales and Service (NOC-6) based occupations represented the largest number of job postings in March with 42.5% (78) of all postings when compared to the other occupational classifications, making up almost half all job postings. Like February, it also saw the largest increase (+5.4%) in job postings this month, explained by hiring related to increased demand over the summer. Trades, Transportation, and Equipment Operators (NOC-7) saw the largest month-over-month decrease; -5.6%. Looking at managerial roles, of the 12 roles advertised, 7 fell in the Sales and Service occupations, and another 3 in the Trades and related occupations. Of the two senior managerial roles advertised, one belonged to the Community and Social Services occupations and the other to Broadcasting.

TOP 5 HOURLY WAGE VACANCIES



\$252.00

Planificateur(trice) Financier(ière)
- Region Nipissing
@ Caisse Alliance



\$78.35 **Nurse Practitioner**
@ Cassellholme Home for the Aged

\$77.00 **Child Welfare Services Administrator**
@ Nijjaansinaanik Child and Family Services

\$72.51 **Director - Finance and Asset Management**
@ Hands, TheFamilyHelpNetwork.ca

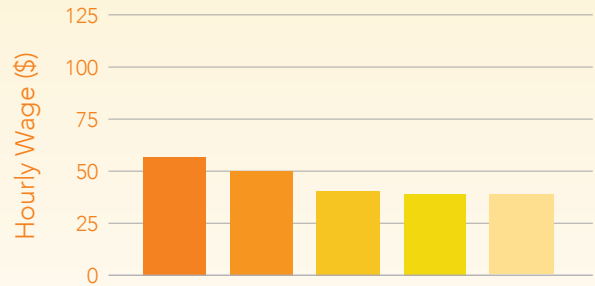
\$69.88 **Nurse Practitioner**
@ North Bay Regional Health Centre

TOP 5 HOURLY WAGE VACANCIES



\$56.00

Registered Nurse
@ West Parry Sound Health Centre



\$49.40 **Physiotherapist**
@ One Kids Place Children's Medical Treatment
Center of North East Ontario

\$40.00 **Automotive Service Technician**
@ Arborworks

\$38.64 **Building Permit Coordinator**
@ Township of The Archipelago

\$38.32 **Case Manager - Crisis**
@ Canadian Mental Health Association -
Muskoka Parry Sound Branch

TOP 3 ANNUAL SALARY VACANCIES

\$200,000.00

Product Sales Specialist
@ 401 Auto - North Bay Chrysler

\$188,000.00

Assistant Crown Attorney
@ Ministry of the Attorney General

\$183,000.00

Director - Planning & Development
@ Ontario Northland



TOP 3 ANNUAL SALARY VACANCIES

\$111,000.00

Geriatric Assessor and Care Navigator
@ West Parry Sound Health Centre

\$110,000.00

Automotive Service Technician
@ Bourgeois Ford North

\$78,000.00

Sales Supervisor - Retail
@ The Home Depot - Parry Sound



Lowest Annual Salary \$36,000.00

Partsperson
@ CARQUEST Canada

Lowest Annual Salary \$36,000.00

Food Service Worker - Night
@ Tim Hortons - Parry Sound

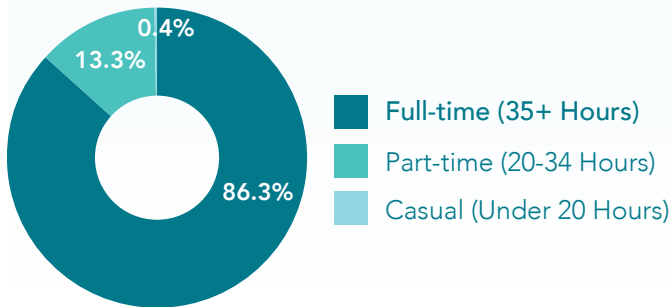
Nearly half, 49.5%, of jobs in June listed an hourly wage. The average was \$30.33/hour, higher (+8.7%, +\$2.43) than the current 12-month average of \$27.90/hour. Of the 227 postings, which listed an hourly wage, 7.5% (17) were listed at the provincial minimum wage of \$17.20/hour, this is a slight decrease from April and May. For postings that listed an annual salary, the average was \$77,911.49/year. This is slightly lower (-1.1%, -\$833.52) than the current 12-month average of \$78,745.01/year.

Nearly two thirds (63.4%) of the job postings listed an hourly wage in June. The average was \$28.03/hour. This is higher; +3.0% (+\$0.82/hour), to the current 12-month average of \$27.21/hour. Of the 71 postings which listed an hourly wage, only 1 (1.4%) was listed at the provincial minimum wage of \$17.20/hour. The average annual salary listed was \$60,175.38 significantly lower (-17.4%, -\$12,706.84).

FULL-TIME / PART-TIME BREAKDOWN

86.3% of listings in June
↓ **1.1%** from May

86.3% (396) of the listings in June indicated that the employment offered would be classified as full-time. This figure is slightly lower, -1.1%, from the previous month when 87.4% of the job postings were classified as full-time.

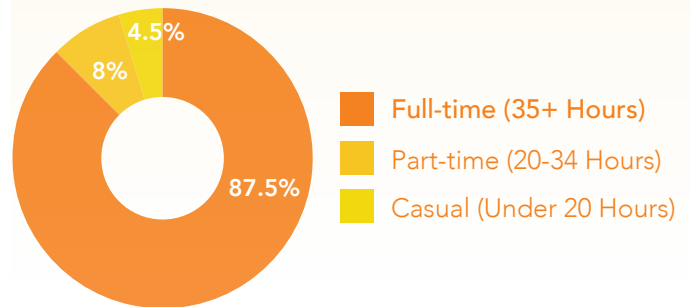


459 Postings listed hours offered (100%)

FULL-TIME / PART-TIME BREAKDOWN

87.5% of listings in June
↓ **1.4%** from May

87.5% (98) of the listings in June indicated that the employment offered would be classified as full-time. This is a slight decline; -1.4%, from the previous month where 88.9% of the job postings were classified as full-time.

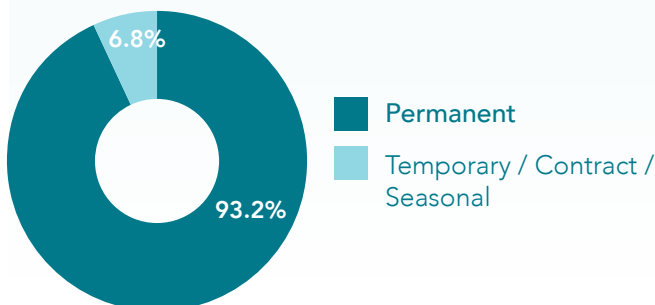


112 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

93.2% of listings in June
↑ **1.0%** from May

93.2% (428) of the listings in June stated that the opportunity in question would be permanent. This is almost identical (+1.0%) to the previous month's figure of 92.2%.

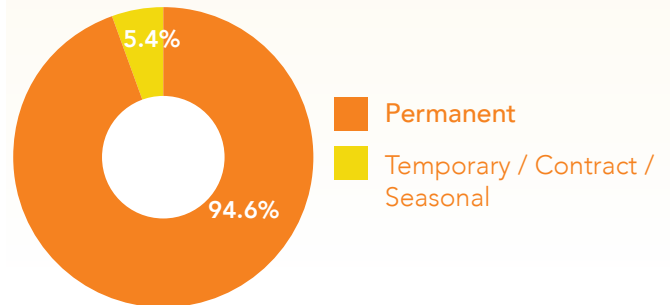


459 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

94.6% of listings in June
↓ **4.2%** from May

94.6% (106) of the listings in June stated that the opportunity in question would be permanent. This is lower (-4.2%) than the previous month's figure of 98.8%.



112 Postings listed hours offered (100%)

ALL EMPLOYERS WITH POSTINGS IN MONTH



NIPISSING DISTRICT

401 Auto - North Bay Chrysler	Conseil Scolaire Catholique Franco-Nord	Municipality of West Nipissing	Sobeys - North Bay
A1 Blasting Mats	Conseil scolaire public du Nord-Est de l'Ontario	MyCar	Sobeys Flowers
Algonquin Nursing Home of Mattawa	Contrans Flatbed Group	Near North District School Board	Spectrum Telecom Group Ltd.
American Eagle Outfitters	Cooper Equipment Rentals	New North Exteriors	Spencer Gifts
Appleton Denture Clinic	CRC Solutions	Niijaansinaanik Child and Family Services	Spirit Halloween
Aramark Canada Ltd.	Crisis Centre North Bay	Nipissing Serenity Hospice	Staples Canada
Arborworks	CTS Canadian Career College	Nipissing Transition House	Stockfish Automotive Group
Ardene	Designed Roofing Inc	Nipissing University	Structure Spine and Sport
Ashley HomeStore North Bay	District of Nipissing Social Services Administration Board	Nipissing-Parry Sound Catholic District School Board	Subway - Lakeshore Drive
Au Chateau	Dyno Nobel	Nordic Minesteel Technologies Inc.	Subway - Main Street
Avison Electrical	Eclipse Stores Inc	North Bay Animal Hospital	Subway - Pinewood Park Drive
Baker Tilly	Ed Seguin & Sons Trucking and Paving	North Bay Cycle and Sports	Subway - Shirreff Ave.
Bay Builders	Edge Imaging Inc	North Bay Golf & Country Club	Subway - Sturgeon Falls
Bay City Animal Hospital	Enbridge Inc.	North Bay Humane Society	Super 8 Hotel
Bay Commercial Roofing	Evergreen Landscaping	North Bay Hydro	Sword Management
Bay Roofing and Exteriors Ltd.	Express Parcel	North Bay Indigenous Hub	Talize
Bayland Property Management	Feldcamp Equipment Limited	North Bay Machining Centre Inc.	Tan Tan Wok
Bee-Clean Building Maintenance	Fifty's Diner	North Bay Museum	Tank Traders
Bentley & Co Ltd	Fire & Flower Inc	North Bay Parry Sound District Health Unit	Taylormaid
Best Buy	First Onsite	North Bay Police Service	TC Energy
Best Western North Bay Hotel & Conference Centre	First Student / First Transit	North Bay Regional Health Centre	TD Bank - North Bay
Bin City Liquidation	GardaWorld	Northern Diversified Limited	The Block Public House
Binx Professional Cleaning	Gateway Dental	Northern Shores Pharmacy	The Body Sculptors
Boart Longyear Inc.	GFL Environmental	OCP Construction Supplies	The Brick North Bay
Boutique Marie Claire Inc	Giant Tiger - North Bay	Old Dutch Foods	The Corporation of the City of North Bay
BudsSmoke	Glen Garry Motel and Cottages	One Kids Place Children's Medical Treatment Center of North East Ontario	The Erb Group of Companies
Bulk Barn Foods Limited	goeasy	Ontario Health	The Home Depot - North Bay
Burger King - Lakeshore Drive	GoodLife Fitness	Ontario Ministry of Transportation	The Lindsay Weld Centre for Children
Burger World - Hammond	Hamelins Outdoor Power Equipment	Ontario Northland	The Salvation Army
Caisse Alliance	Hands, TheFamilyHelpNetwork.ca	Ontario Provincial Police	The Sisters of St. Joseph of Sault Ste. Marie
Callon Dietz	IPC	Paramed Home Health Care	The Skyline Group of Companies
Campus Living Centres	Kal Tire	Partner's Billiards and Bowling	The Submarine Place
Canada Cartage	Kennedy Insurance Brokers Inc.	Peter Conti Custom Woodworking & Design	The Township of Armour
Canadian Addiction Treatment Centres	Kentucky Fried Chicken - Algonquin Ave.	PHARA	The Urban Cafe
Canadian Addiction Treatment Pharmacy	Kia North Bay	Pizza Hut - North Bay	Tim Hortons - North Bay
Canadian Adventure Camp	Kohltech Windows & Entrance Systems	PosPro Financial	TJX Companies - Homesense
Canadian Forces Morale and Welfare Services	Labonte Concrete Ltd	Quantum Lifecycle Partners LP	Tokyo Smoke
Canadian Mental Health Association - North Bay and Area	Lafarge Canada Inc	Rahnmet	Torba Restaurants Inc
Canadian Red Cross	Lawn Care Plus	Rainbow Concrete Industries Ltd.	Trans Canada Safety
Canadore College	Levante Living - Barclay House	Redpath Mining Contractors and Engineers	True North Motor Sports
Canadore College - Aviation Campus	LifeLabs	Regis Canada	Tulloch Engineering
Canadore College - College Drive	Literacy Alliance of West Nipissing	Responsible Gambling Council	Tutor Match
Occupational / Physical Therapist	Loblaw Companies Limited	Riv Chip Stand	Under the Hood Automotive
Canadore College - Commerce Court	Manchesters	Rogers Communications Inc.	United Group of Companies
CannAmm	Marina Point Village	Roots Canada	United Rentals of Canada Inc.
CarePartners	Mattawa Golf And Ski Resort	Royal LePage Real Estate	Victorian Order of Nurses / VON
CARQUEST Canada	Mattawa Hospital	Savage Ford Sales Limited	Village of Burk's Falls
Cascades Casino	McDougall Energy Inc.	Science North	Voyageur Aviation Corp
Casey's Grill Bar	McDougall Insurance and Financial	Scotiabank - North Bay	Voyago
Cassellholme Home for the Aged	Metal Fab Ltd.	Seaboard Transport Group	VS Group
Cecil's Brewhouse & Kitchen	Metis Nation of Ontario	Serco Canada Inc.	Wacky Wings
CIBC - North Bay	Mincon Canada	ServiceMaster Restore North Bay	Walmart - North Bay
Cineplex Inc.	Mindfield	Shoppers Drug Mart	West Nipissing General Hospital
CJ Limited - Charm Diamond Centres	Ministry of the Attorney General	Sienna Senior Living	WhisBay Traders Ltd.
Closing the Gap Healthcare	Money Mart Financial Services	Simcoe Northern Supply	Winmar Property Restoration
Comfort Inn - Airport	Motion	Sneak-A-Peek Baby	Winners
Commissionaires	Mr Seamless Eavestroughing Ltd		Wolseley Canada Inc.
Community Living North Bay	Municipality of Calvin		YMCA of Northeastern Ontario
			Zedd Customer Solutions

Continued on next page



PARRY SOUND DISTRICT

180 Smoke
1886 Lake House Bistro
Adams Bros. Construction
Almaguin Highlands Community Living
Almex Group
Aramark Canada Ltd.
Arborworks
Belvedere Heights
Best Western Plus Parry Sound
Bourgeois Ford North
BudsSmoke
Camp Manitou
Canadian Mental Health Association - Muskoka Parry Sound Branch
CarePartners
Connor Industries
Country Haven Acres Residential Services Inc
Dave's Heating and Cooling 2010 Limited

Dawson Dental - Callander Bay Dental
Dent Bay Baking Company
District of Parry Sound Social Services Administration Board
Dreamweaver Stonescape
Dynacare
EDC Custom Contracting Inc.
Edgewater Park Lodge
Glenn Burney Lodge
Gomoll Timber Mart
Home Comfort Care Services
Iron Design Welding
Karis Disability Services (formerly Christian Horizons)
Killbear Park Mall
Lakeside Cottage Care
Legend Spirits
Magnetawan Grill and Grocery
Marshall Well Drilling

McDougall Insurance and Financial
Mosquito Busters Inc.
Muskoka Lumber
Nails by Siri
Near North District School Board
Oakcrest Co.
One Kids Place Children's Medical Treatment Center of North East Ontario
Osprey Links Golf Course
Paramed Home Health Care
Parry Sound Forest School
Parry Sound Steel Inc.
Pizza Hut - Parry Sound
Popeyes Chicken - North Bay
Rose Point Marina
Scotiabank - Parry Sound
SMRT Computer Solutions
Sobeys - Parry Sound
Stacked Pancake and Breakfast House

Starbucks
Subway - Parry Sound
Terrace Suites
The Friends
The Home Depot - Parry Sound
The Wagon Wheel
Tim Hortons - Parry Sound
Township of Joly
Township of the Archipelago
Vandermeer's Painting
Victorian Order of Nurses / VON
Walmart - Parry Sound
Wasauksing First Nation
Wave Fibre Mill
West Parry Sound Health Centre
Woodhouse Homes
YMCA of Simcoe/Muskoka



WHAT IS THE LMG MONTHLY JOBS REPORT?

This Jobs Report is a monthly publication produced by the Labour Market Group.

Each month we compile this report based on our job portal **readysethired.ca**.

Readysethired.ca is an online job portal that provides and collects real time job postings within the districts of Nipissing and Parry Sound. These postings are updated daily and provide job seekers with a one stop shop for local current employment opportunities.

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

The Labour Market Group
readysethired.ca
info@thelabourmarketgroup.ca



The Labour Market Group
Guiding partners to workforce solutions.

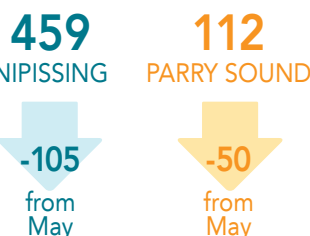


July 2025

LABOURFOCUS

JOBS REPORT JUNE 2025

TOTAL NUMBER OF JOB POSTINGS



TOP INDUSTRY WITH VACANCIES

NIPISSING

Health Care & Social Assistance (26.4%)

PARRY SOUND

Health Care & Social Assistance (27.7%)

To view the full report, visit our website
www.thelabourmarketgroup.ca
readysethired.ca

Questions or concerns?
 Feel free to contact us at
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:



CONNECTING SKILLS:

Using online job postings to unravel the demand for skills in the labour market

In 2023, there were **4,552 unique skills** extracted from almost 3.1 million job postings (Vicinity Jobs). Notably, the most unique skills appear in a limited number of postings, with only 710 skills appearing in 500 or more.



Social-emotional (or soft) skills account for nine of the 10 most frequently requested skills. Customer service (primarily associated with sales and service roles) is **the only occupational skill** among the top 10.



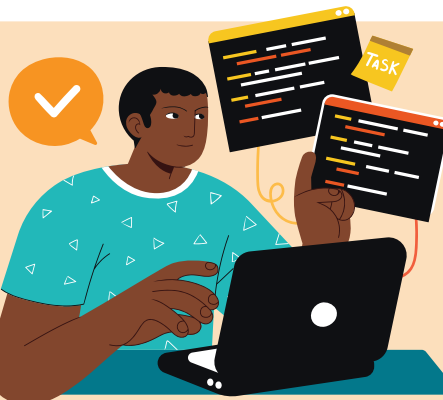
Teamwork, communication skills, and customer service are the most frequently requested skill types, appearing in 48%, 39% and 33% of postings, respectively.



Relationships between skills vary across occupations, indicating that employers have **different expectations for skills depending on occupation**.



Certain skills predict the presence of others in postings. For example, strong writing skills correlate with demand for overall communication skills; being goal-oriented is often requested alongside teamwork skills; and operating a cash register is linked to demands for customer service skills.



Source:

<https://lmic-cimt.ca/connecting-skills-using-online-job-postings-to-unravel-the-demand-for-skills-in-the-labour-market/>

COUNTING SKILLS:

Demonstrating how to identify demand for skills based on frequency in online job postings



The most in-demand skills cited are:

TEAMWORK: as this skill is broadly requested across occupations, it offers a point of consistency for exploring how the relationship between skills shifts with different approaches.

COMMUNICATION SKILLS: With varied demand across occupations, these provide an example of how context affects the relationships between skills.

CUSTOMER SERVICE SKILLS: Primarily associated with sales and service roles, we explore how specialized skills function within their primary occupational group and in other fields.

Percentage of job postings requesting the top 10 skills (2023)

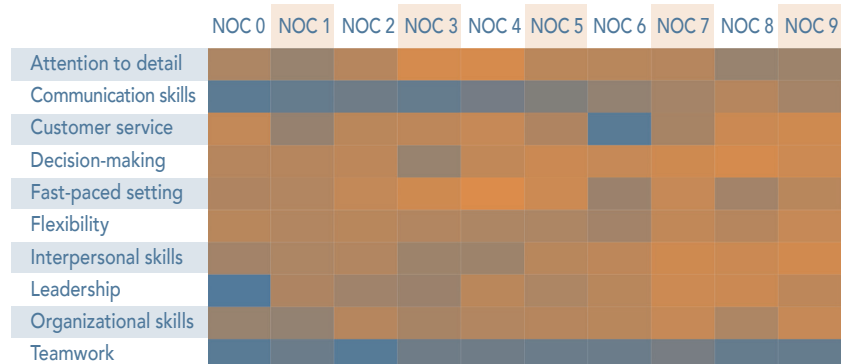
While many skills appear in only a small fraction of job postings, some appear much more frequently. The 10 most in-demand skills from the 2023 data were present in 17% to 48% of job postings. These top 10 skills were so widely used that 87% of the 2023 job postings included at least one of them. Social-emotional skills account for nine of the top 10 most frequently requested skills, with customer service (an occupational skill) being the only exception.



Skill group: ■ Social-emotional skills ■ Occupational skills

Top 10 skills in job postings by occupation

Teamwork and **Communication Skills** stand out as valued across all major occupations. **Leadership** is notable for its high demand in one single occupation, namely Management (NOC 0) at 57% of postings, while **Customer Service** specifically appears in 54% of job postings for Sales Services (NOC 6), which also generates the highest volume of postings.



- Management (NOC 0)
- Business and Finance (NOC 1)
- Natural and Applied Sciences (NOC 2)
- Health (NOC 3)
- Education (NOC 4)
- Arts and Recreation (NOC 5)
- Sales Services (NOC 6)
- Trades and Transportation (NOC 7)
- Natural Resources and Agriculture (NOC 8)
- Manufacturing and Utilities (NOC 9)

Job posting by NOC (%) 5% 60%

Source:

<https://lmic-cimt.ca/connecting-skills-using-online-job-postings-to-unravel-the-demand-for-skills-in-the-labour-market/>

www.thelabourmarketgroup.ca



NOW AVAILABLE!

LOCAL LABOUR MARKET PLAN 2025

Questions or concerns? Feel free to contact us at info@thelabourmarketgroup.ca



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150 First Ave. West
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The Labour Market Group is funded by:





**THE CORPORATION OF THE TOWNSHIP OF SEGUIN
NOTICE OF A COMPLETE APPLICATION AND PUBLIC
MEETING FOR A PROPOSED OFFICIAL PLAN
AMENDMENT, ZONING BY-LAW AMENDMENT, AND
DRAFT PLAN OF SUBDIVISION**

TAKE NOTICE THAT applications received for an Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision have been deemed complete by The Corporation of the Township of Seguin.

AND FURTHER TAKE NOTICE THAT the Council for The Corporation of the Township of Seguin will hold a public meeting regarding a proposed amendment to the Township of Seguin Official Plan under Subsection 17(15) of the Planning Act, R.S.O. 1990, c. P.13.

AND FURTHER TAKE NOTICE THAT the Council for The Corporation of the Township of Seguin will be considering the following application to amend Zoning By-law 2006-125, as amended, under Section 34 of the Planning Act, R.S.O. 1990, c. P.13.

Public Meeting Date: SEPTEMBER 15th, 2025 at 2:30 p.m.

Or as soon thereafter as the matter can be heard
In person and virtually broadcast from Council Chambers,
Township of Seguin Municipal Office
5 Humphrey Drive, Seguin, ON P2A 2W8
Corner of Humphrey Drive and Highway #141

Zoning By-Law Application: R-2025-0013-H

Official Plan Amendment: OPA-2025-0003-H

Draft Plan of Subdivision Application: CON-2025-0001-H

Owners: Rosseau Springs Limited

Subject Lands: Part of Lots 6, 7, and 8,
Concessions 4 and 5 in former Humphrey Township

Civic Address: No civic address

Roll Nos. 490301000223200, 490301000222800,
490301000200950, 490301000204000

THE PURPOSE AND EFFECT of the proposed Official Plan Amendment is to modify Policy B.12.2.5 of the Township of Seguin Official Plan to permit a 49-lot rural residential development to proceed by way of a Plan of Subdivision. The proposed Zoning By-law Amendment is to implement the Official Plan Amendment and rezone the Subject Lands from the Rural (RU) Zone to a site-specific Rural Residential Exception (RR-XX) Zone.

Please refer to the opposite side of this Notice for a description of the land or a key map showing the Subject Lands.

If a person or public body would otherwise have an ability to appeal the decision of Council to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Seguin before the proposed official plan amendment is adopted or by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body would otherwise have the ability to appeal the decision of Council but does not make oral submissions at a public meeting, if one is held, or make written submissions to Seguin Council in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Township of Seguin before the proposed official plan amendment is adopted or by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to Seguin Council in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of Council in respect of the proposed **Official Plan Amendment or Zoning By-Law Amendment or Plan of Subdivision**, you must make a written request to Council. Please be advised that your comments and submissions should be addressed to Council, care of Craig Jeffery, Clerk, and will be considered as public information and become part of the public record. Written comments to Council are to be submitted to the Municipal Office via email to info@seguin.ca or facsimile (705) 732-6347 or regular mail, or the Municipal Office drop box outside the main entrance to the Municipal Office located at 5 Humphrey Drive, Seguin, Ontario, P2A 2W8.

ADDITIONAL INFORMATION regarding these Applications is available can be sent to you upon request by email. Please direct inquiries to planning@seguin.ca.

If you wish to speak to Council at the meeting in person or by electronic participation, please contact Craig Jeffery, Clerk, by 9:00 a.m. on the regular business day preceding the scheduled meeting where the item will be considered. Please contact Craig Jeffery, Clerk, at (705) 732-4300 or (877) 4SEGUIN (473-4846) or via email to info@seguin.ca for more information. If applicable, if your property contains seven or more residential units, please post this notice in a location that is visible to all residents.

The meeting will also be live-streamed on the Township of Seguin's YouTube Channel.

Dated at the Township of Seguin on **August 12th, 2025**.

Craig Jeffery, Clerk,
Township of Seguin

Figure 1: Key Map

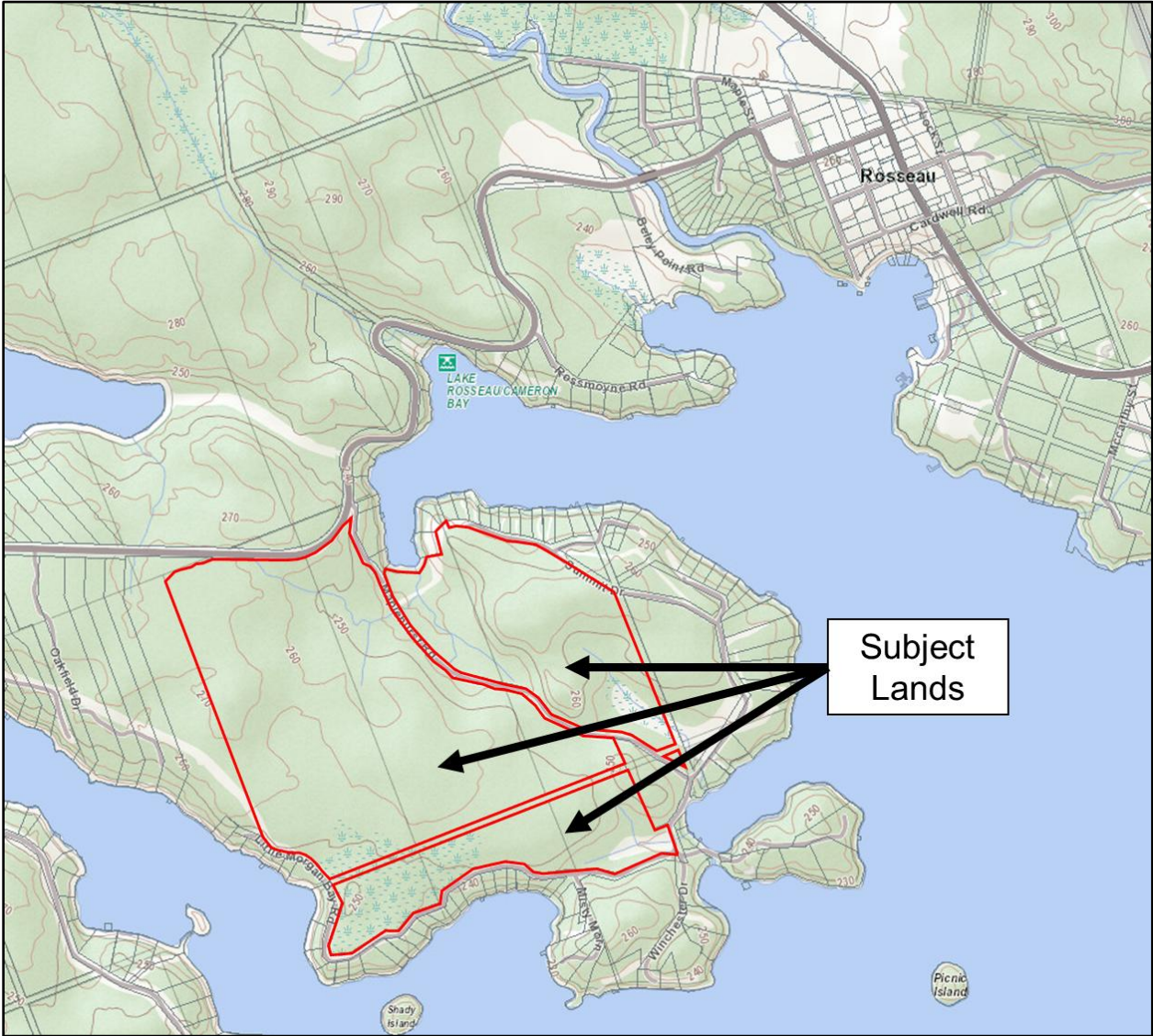


Figure 2: Site Sketch



**Ministry of
Transportation**

Regional Director's
Office
North Operations
447 McKeown Avenue
North Bay ON P1B 9S9

Tel: 705 497-5500

**Ministère des
Transports**

Bureau du directeur
régional
Opération – Nord
447, avenue McKeown
North Bay ON P1B 9S9

Tél : 705 497-5500



August 12, 2025

His Worship David Moore
Mayor
PO Box 69,
701 Highway 124
McKellar, ON P0G 1C0
Email: dmoore@mckellar.ca

Dear Mayor David Moore,

This letter is to inform you that the Ministry of Transportation (MTO) is planning to implement amendments to Ontario Regulation 619 (Speed Limits) for Highway 124 within the Township of McKellar.

The existing regulatory 50 km/h speed zone is planned to be extended westerly for a distance of 260 metres and new 300 metre 70 km/h speed transition zones are planned to be introduced on the east and west approaches to the 50 km/h speed zone.

MTO staff have recommended that the existing speed limit regulations be updated to reflect the speed limit changes.

The changes are planned to be implemented, upon approval by the Minister of Transportation. An illustration is attached for your reference.

Should you have any further questions or concerns, please contact Chris Pascos, Head, Operational Traffic Engineering, by email at chris.pascos@ontario.ca

Sincerely,

A handwritten signature in blue ink, appearing to read "Herb Villneff". The signature is fluid and cursive, with the first name "Herb" and last name "Villneff" clearly distinguishable.

Herb Villneff
Regional Director, North Operations

Attachment: Line Drawing of Highway 124

- c. J. Ranger, Director, Operations Division
- K. Schmid, Manager, Operations Division

Ontario Regulation 619 - Speed
Highway 124
McKellar

