

# CORPORATION OF THE TOWNSHIP OF MCKELLAR

February 7, 2023 – 5:30 p.m.

## AGENDA

**Topic: Regular Council Meeting**

**Time: February 7, 2023 5:30 P.M.**

**Council will re-convene into Regular Session at 6:30 P.M.**

**23-109 1<sup>st</sup> resolution**

**2023-17 1<sup>st</sup> by-law**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF AGENDA**
- 5. CLOSED SESSION**
  - 5.1 Minutes of the Closed Sessions of Council
  - 5.2 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; pursuant to Ontario Municipal Act, Section 239(2)(e) – matters subject to solicitor/client privileges.
  - 5.3 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – staffing
- 6. CALL TO ORDER – REGULAR SESSION (6:30pm)**
- 7. RESPECT AND ACKNOWLEDGMENT DECLARATION**

We would like to begin by acknowledging that the land on which we gather is the traditional unceded territory of the Anishnaabe and the Mississauga People.
- 8. ROLL CALL**
- 9. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 10. PUBLIC MEETING**
- 11. DELEGATIONS AND PRESENTATIONS**
  - 11.1 McKellar Township Public Library, 2022 Annual Report and 2023 Budget
  - 11.2 Georgian Bay Biosphere, ICECAP

**12. COMMITTEE OF THE WHOLE**

12.1 McKellar Market Discussion, Market Manager Jan Gibson

**13. MOTION TO REVIEW A PREVIOUS MOTION**

**14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)**

14.1 January 24, 2023 Regular Meeting

**15. PLANNING MATTERS**

15.1 Letter dated January 27, 2023 from JL Richards re. Resolution 23-93  
(i) Example of Pre-consultation By-law

**16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**

16.1 Recreation Committee Minutes of the January 26, 2023 Meeting

**17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**

17.1 FD-2023-04 the Adjustment of the MNRF Agreement Area for McKellar

**18. MAYOR'S REPORT**

**19. CORRESPONDENCE FOR CONSIDERATION**

19.1 Parry Sound Area Chamber of Commerce 2023 Budget & Financial Statements, October 31, 2022

19.2 Georgian Bay Biosphere, EV Charger Incentive Program

19.3 Municipality of McDougall Resolution, Parry Sound Area Schools

19.4 Township of Carling Committee & Board Appointments

19.5 2023 Good Roads Conference

19.6 Ombudsman Report – Investigation into Council Meetings held on August 24, August 31 and September 9, 2021 and April 12, 2022

**20. MOTION AND NOTICE OF MOTION**

20.1 Resolution to Amend Schedule “A” of By-law 00-11, Appointing a Deputy Chief Building Official

20.2 Lake Stewardship & Environmental Committee Pollinator Patches

20.3 Identification Cards for Use of the Transfer Station

20.4 Rules/Regulations Sign Update at the Transfer Station

20.5 Donation/Grant Policy, Submission Date Change

20.6 Appointment to the Parry Sound District Social Services Board

20.7 Appointment to the EMS Advisory Committee

20.8 Probationary Firefighter Appointments to the McKellar Volunteer Fire Department

**21. BY-LAWS**

- 21.1 By-law 2023-17 Being a By-law to Erect Stop Signs at the Intersection of Hurdville Road and Blackwater Road
- 21.2 Third Reading of By-law 2022-42, Being a By-law to Establish and Regulate a Fire Department

**22. UNFINISHED BUSINESS**

**23. NEW BUSINESS**

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

**25. CONSENT AGENDA – CORRESPONDENCE**

- 25.1 Town of Halton Hills, Call to Repeal Bill 23 – More Homes Built Faster
- 25.2 Applying to the Green & Inclusive Community Buildings Program

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

**27. CONFIRMING BY-LAW**

- 27.1 By-law 2023-18 - Confirming the Proceedings of Council

**28. ADJOURNMENT**

## SCHEDULE "E"



# Township of McKellar

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

Phone: 705-389-2842

Fax: 705-389-1244

## Request for Delegation/Deputation before Council

Pursuant to By-law No. 2019-25 as amended, any person wishing to make a deputation before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Tuesday prior to the meeting at which they wish to be heard. The written request shall be a detailed written submission which clearly outlines the matter that the deputation wishes to present to Council including the nature of the business to be discussed and the person(s) named to make the deputation. The detailed written submission, together within this form, shall be circulated with the Council agenda. Please note that Deputations are limited to 10 minutes in length.

PLEASE PRINT CLEARLY

Name of Person to Appear: Debbie Woods + Terri ShortAddress: [REDACTED]Phone: Home: — Business: — Cell: [REDACTED]Name of Group or Person(s) being represented (if applicable): McKellar TownshipPublic LibraryMeeting date requested to appear before Council: Feb. 7 (or let me know if a different meeting is better)Subject Matter of Deputation: 1) Describe Library's highlights of 20222) Submit our proposed 2023 budget3) Present our new Strategic Plan3 Attachments: Annual Report, Budget, Strategic Plan

Detailed written submission must be attached or submitted to the Clerk by 1:00 p.m. the Wednesday prior to the Council meeting.

Signature: [Signature] Date: Jan. 12, 2023



# MCKELLAR TOWNSHIP PUBLIC LIBRARY



The library is a dynamic place where everyone feels a sense of belonging. It is the social and technological heart of our community that represents our changing world and provides enriching experiences for discovery and enjoyment.

## 2022 Annual Report

2022 was an exciting year, as we celebrated our 40<sup>th</sup> anniversary of having a public library in McKellar!

### GOVERNANCE

**Membership:** We thank Council for re-appointing us to the library board for this term. We ended 2022 with three vacancies. We welcome Suzanne Poff to the library board and have two remaining vacancies. We created a board member job description in 2022, to help people understand what the position entails.

**Policies:** We reviewed more than 25% of our policies in 2022, assessed our compliance, and adopted 2 new policies. Part of our compliance was providing First Aid training for staff and Governance training for board members. The only policy that remains unfinished involves pay equity. Since the library has no male employees, we are unable to set up comparitors to establish pay equity. We are hoping that the Township will develop a pay equity plan this year and that library staff can be included. This will ensure fair pay for our library staff and will also allow us to complete our policy manual. Having policies to guide the work of both the board and the staff benefits the community by ensuring predictable, equitable and inclusive service to patrons, richer collections, and more comprehensive programs and services.

**Advocacy:** To celebrate our 40<sup>th</sup> anniversary, the library board and CEO collaborated to create and install an honour/memory tree in the library, which was unveiled at our anniversary open house on July 2, and dedicated to the memory of Anne Potocnik, our former board chair, who passed away suddenly on January 1, 2022. We also collaborated with library staff to run a seminar series throughout the year.

**Meetings:** We met 10 times in 2022, sometimes via Zoom, exceeding the required 7 meetings per year. We revised our Respect and Acknowledgement Declaration, which we read at each meeting:

*"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."*

**Strategic Plan:** We are very proud to release our first ever strategic plan, which will guide both the board and library staff throughout the 2023-2026 term and beyond. We hope that you will read it and share in our excitement.

**Funding:** We prepared a draft proposal for our 2023 budget, which is attached to this report. We could not function without the support of the Township, which provides the majority of our funding, and we thank Council in advance for considering our annual request.

Debbie Woods, Chair  
McKellar Library Board

January 30, 2023

Dear Members of Council,

Please find attached the proposed 2023 budget for the McKellar Public Library. We feel that a few of the items warrant an explanation.

In the past, we have offered our employees a cost-of-living increase which matches that of the McKellar municipal employees. Last year, that number was 4%, so that's the number we used in calculating our budget. If the municipality chooses to give its employees a different size increase, we would want to change our numbers to match it.

It's no secret that the inflation rate is high, around 6.8%, and the library is not immune from increased costs. At the same time, the library board works hard to be very careful with municipal funding, so we are asking for a modest increase of about 5.7%, for a total of \$50,000 in monetary funding in addition to the generous in-kind provision of our library space.

You will notice that we are projecting a net deficit in our budget this year. This is because we have some ambitious plans for 2023. Firstly, the library is in the process of compiling and publishing a book in honour of McKellar's Sesquicentennial, which will cost a few thousand dollars. Secondly, the board has created its first ever Strategic Plan, which includes a few initiatives that are outside of our normal operating budget. Finally, the board has noted that the staff is in need of various types of training (e.g. in technology), so we have added 8 hours of staff time per staff member to be used for training purposes. This extra time is part of the total salaries amount. We plan to cover the deficit using some of the reserve that we have been building for a number of years. In addition, we plan to apply for a L.E.A.F. grant this year to fund some of the initiatives.

If you have any questions, please do not hesitate to contact me, or our Library CEO, Terri Short.

Sincerely,

Debbie Woods,  
Library Board Chair  
[woods.family@sympatico.ca](mailto:woods.family@sympatico.ca)  
(705) 471-3132

	<b>2022 Budget</b>	<b>2022 Up to Nov</b>	<b>2023 Proposed</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
HST Rebate	0.00		
Donations		1020.00	300.00
Library Income	2400.00	1166.81	1200.00
McKellar Memories		368.00	368.00
Sesquicentennial book Sales			2800.00
Other Income		34.04	
Provincial Grants	6421.00		6421.00
Rent, Insurance	7800.00	6500.00	7800.00
OLS Funding	1895.40		1500.00
Township Funding	47283.54	47284.00	50000.00
<b>Total Income</b>	<b>65799.94</b>	<b>56372.85</b>	<b>70389.00</b>
<b>Expense</b>			
Amortization			
Capital Equipment	1000.00		5000.00
Contra Capital			
Sesquicentennial book expenses			3928.00 new for 2023
Events	500.00	895.47	1000.00
Lending Library			
Total Lending Library	5000.00	3554.36	5000.00
Miscellaneous			
Advertising	550.00	486.44	550.00
Board Expenses	400.00	57.17	300.00
Bookkeeping	400.00		400.00
Fees, Membership	810.00	728.72	810.00
Maintenance			100.00
Miscellaneous - Other			
<b>Total Miscellaneous</b>	<b>2160.00</b>	<b>1272.33</b>	<b>2060.00</b>
<b>Office</b>			
Bank Charges	100.00	85.37	100.00
Computer M & R	500.00	119.47	500.00
Computer Software	300.00	207.88	300.00
COVID Supplies	50.00	0.00	
Office Supplies	1000.00	133.09	1000.00
Postage	250.00	156.30	250.00
Staff Education		195.00	1000.00
Staff mileage for training			
<b>Total Office</b>	<b>2200.00</b>	<b>897.11</b>	<b>2150.00</b>
Rent	7800.00	6500.00	7800.00
Reserve Fund Expense	4000.00	3333.30	2000.00
Telephone Expenses			
Internet	1950.00	1633.51	1950.00
Telephone Expenses - Other	1000.00	868.88	1000.00
<b>Total Telephone Expenses</b>	<b>2950.00</b>	<b>2502.39</b>	<b>2950.00</b>
<b>Wages, Benefits</b>			
CPP Expense	1378.33	1365.13	1833.80 CPP rate increase
EHT Expense	354.00	320.11	404.94
EI Expense	831.94	722.51	942.93
Wages - Gross	34881.60	30269.20	39006.00 used 4% as per last year
Wages - Stats	1238.64	1080.48	1560.25
Wages - Vacation	1395.68	1218.39	1288.42
Wages - Education			
WSIB Expense	110.00	106.02	136.36 rate increase to .33%
<b>Total Wages, Benefits</b>	<b>40190.19</b>	<b>35081.84</b>	<b>45172.70</b>
<b>Total Expense</b>	<b>65800.19</b>	<b>54036.80</b>	<b>77060.70</b>
<b>Net Ordinary Income</b>	<b>-0.25</b>	<b>2336.05</b>	<b>-6671.70</b>
<b>Net Income</b>	<b>-0.25</b>	<b>2336.05</b>	<b>-6671.70</b>

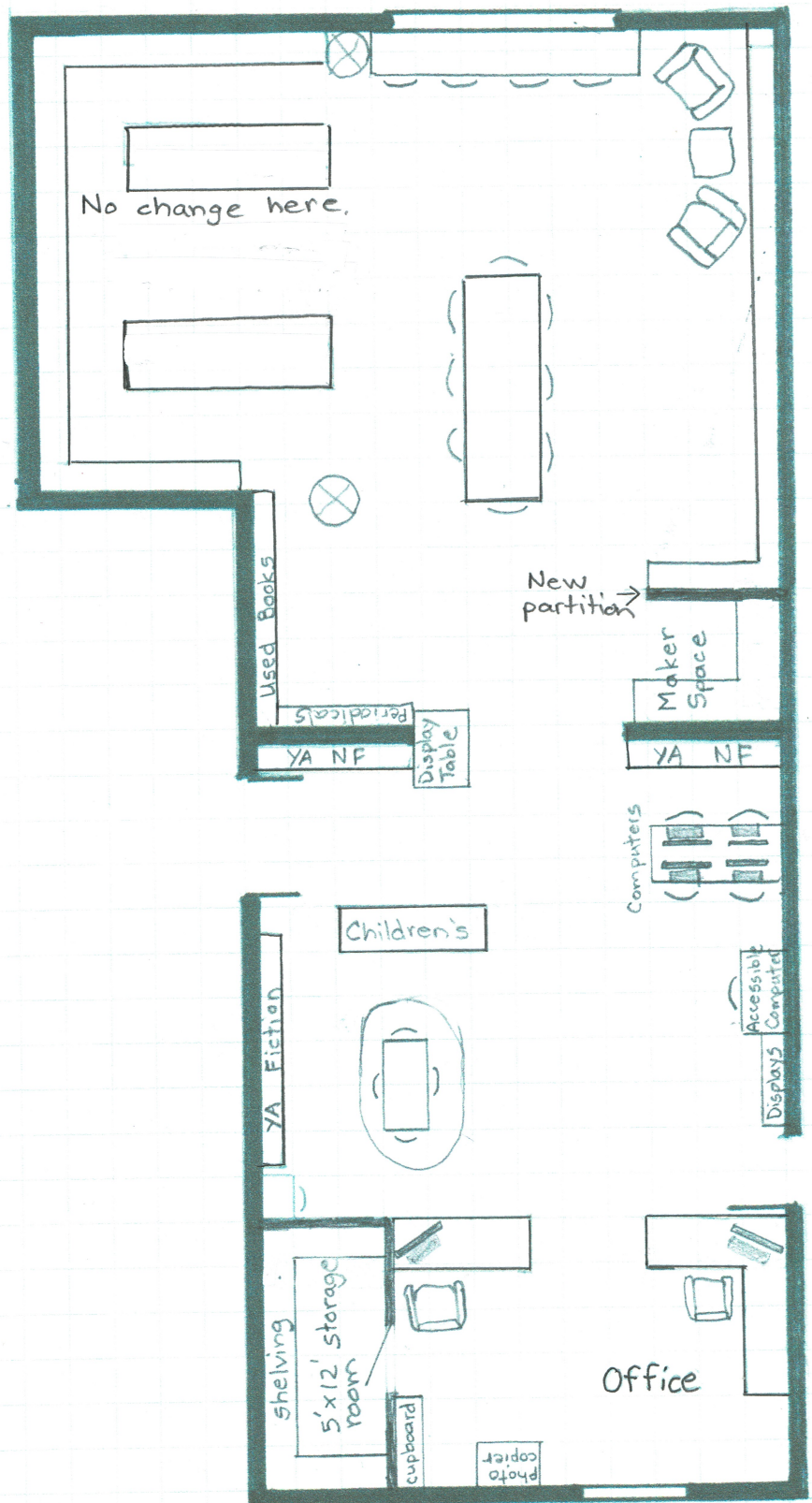
## Stated Problems

1. Lack of storage space for bulky items (e.g. archived financial records, folding tables) - Terri
2. Need for more patron work tables - survey
3. Space for new technology items. - survey
4. General untidiness of used book area and office area. - me
5. YA fiction and NF are in separate rooms. - me

## Possible Solutions

1. Partition off part of office for storage room.
2. Table across window.
3. Partition off maker space.
- 4, 5: Swap YA NF with used books; storage room as in #1.

## Library





# STRATEGIC PLAN

creating our future together

## 2023-2027



McKellar Public Library

701 Highway 124  
McKellar ON P0G 1C0

Phone: (705) 389-2611  
Email: [mckellarlib@vianet.ca](mailto:mckellarlib@vianet.ca)  
Follow us on Facebook:  
McKellar Township Public Library

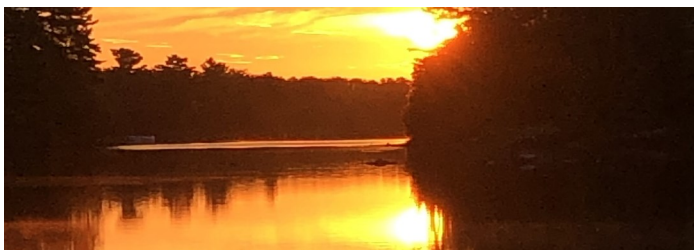


# McKellar Public Library Strategic Plan

## Territorial Acknowledgement

*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.*



"We love our local library! Keep up the good work :) "

### Background

This plan was developed so that the library can continue to meet the needs of the community, in a changing world. We aim to embrace changing technology, represent diversity and foster community.

Information was gathered through studying census data, library data, and a community survey. We thank those who participated in the survey, those whose engagement in library services also contributed to the content of this plan, and Statistics Canada.

We would like to acknowledge the invaluable support of Ontario Library Service consultant Jesse Roberts who facilitated the planning process.

## Our Strategic Priorities

1. CELEBRATING OUR COMMUNITY

2. INNOVATION & GROWTH

3. COMMUNICATION & MARKETING

### Library Staff

Lynne Campbell  
Debbie MacMurray  
Terri Short, CEO

### Library Board

Lynne Aylsworth  
Jeanette Clements  
Suzanne Poff  
Dianne Thompson  
Debbie Woods  
Debbie Zulak, council rep

### Strategic Planning Team

Terri Short  
Dianne Thompson  
Debbie Woods

With assistance from:  
Jesse Roberts, OLS consultant



# McKellar Public Library Strategic Plan

## Mission

The McKellar Public Library is a welcoming place that serves to enrich our entire community. We provide services, events, and spaces to gather, learn, and experience together.

## Vision

The library is a dynamic place where everyone feels a sense of belonging. It is the social and technological heart of our community that represents our changing world and provides enriching experiences for discovery and enjoyment.

## Values

**Relevance** - Offering services, collections, and programming that meet community needs and interests

**Creativity, Imagination, and Curiosity** - Encouraging the joy of reading and discovery

**Respect and Representation** - Supporting Equity, Diversity, Inclusion and Intellectual Freedom

**Customer Service** - Responding to the changing needs of the community

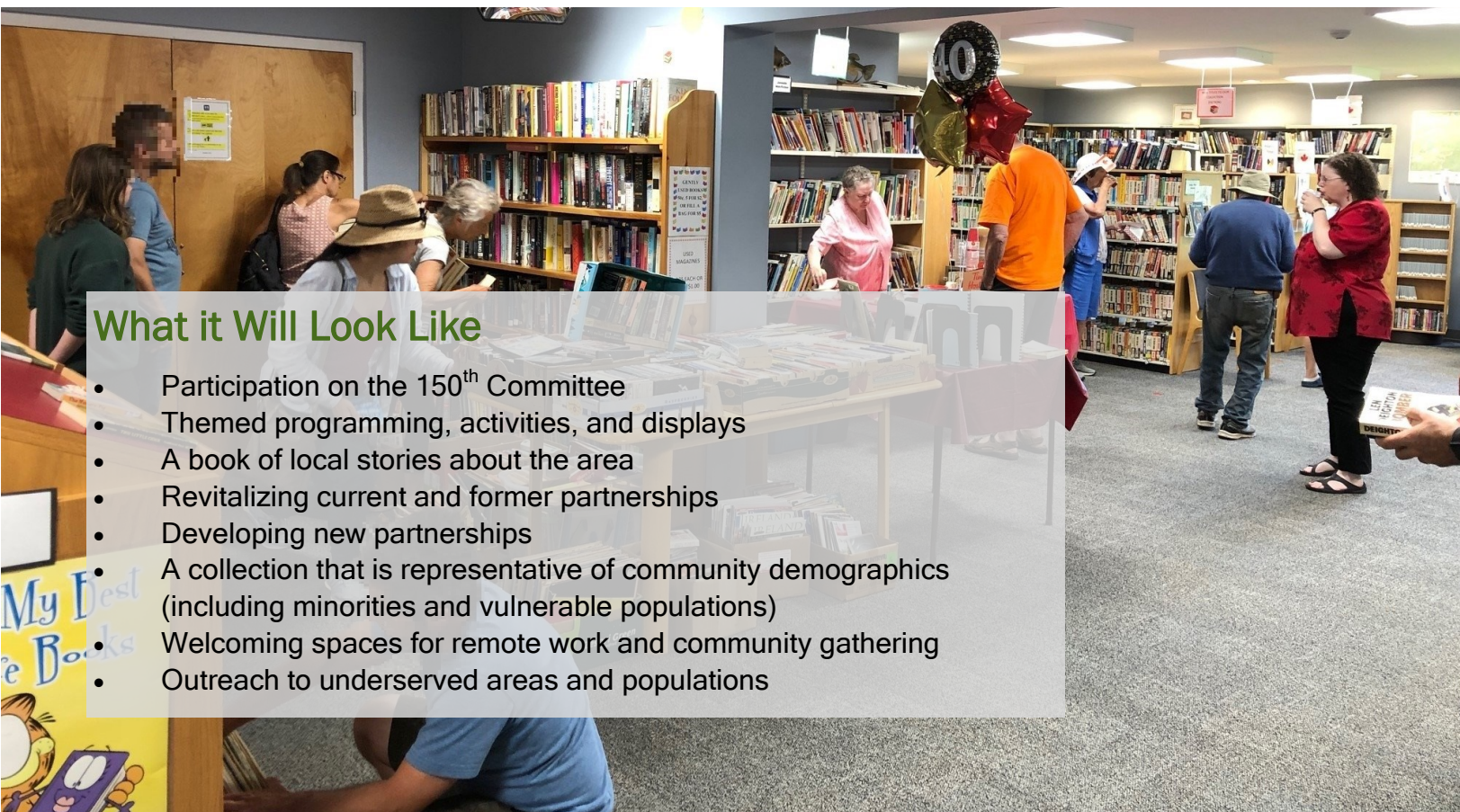
**Cooperation** - Strengthening partnerships, consultation, teamwork, organizational culture

# 1 Celebrating our Community

"The library is a great asset to our community"

## Our Goals

1. Contribute to the 2023 celebrations of the Township of McKellar's 150th Anniversary
2. Expand local partnerships
3. Provide relevant and effective services, programming and collections



## What it Will Look Like

- Participation on the 150<sup>th</sup> Committee
- Themed programming, activities, and displays
- A book of local stories about the area
- Revitalizing current and former partnerships
- Developing new partnerships
- A collection that is representative of community demographics (including minorities and vulnerable populations)
- Welcoming spaces for remote work and community gathering
- Outreach to underserved areas and populations

Our community is growing! From the 2016 census to the 2021 census:

- Our total permanent population increased by 27%

Growth is seen across the age spectrum:

- 0-9-year-olds – up 17%
- 30-34-year-olds – up 100%
- 55-59-year-olds – up 57%
- Age 80+ – up 80%



# 2 Innovation and Growth

"Library Ladies, a big thank you for all you do to keep improving our library in all aspects! How you go over and above expectations is noticed and appreciated!"

## Our Goals

1. Explore and introduce new collection formats
2. Introduce new services to support public library development and sustainability
3. Provide opportunities for professional development of staff and volunteers

## What it Will Look Like

- Investigate options to expand the library's e-book collections (e.g., Overdrive Advantage or Cloud Library)
- Provide new collection formats for activities, experiences, and quality of life
- Recruit and engage with volunteers to deliver programming and services
- Develop the library's website to improve user experience and awareness of library initiatives
- Establish reciprocal borrowing agreements with neighbouring public libraries to enhance access
- Develop a Makerspace at the library
- Build skills in managing the library's website and social media accounts
- Pursue management and governance level training on relevant topics
- Enhance communication and cross-communication between board, staff, and volunteers

## What's a Makerspace?

Makerspaces exist in many different environments. In libraries, they are areas where people can design and make things using tools they might not have at home. A typical library makerspace might include tools for 3-D printing, laser cutting, soldering, coding, programming robots, sewing, and creating art. At McKellar Library, we'd like to begin by dedicating a space and adding tools as interest is indicated and resources permit.

"The McKellar Library is a treasure! Keep up the good work. And the lending of fishing rods is an especially delightful feature"

## Our Goals

1. Launch an e-newsletter
2. Expand social media presence
3. Increase advocacy efforts

## What it Will Look Like

- A monthly e-newsletter, via website, social media and subscribers
- Increased library presence on social media platforms
- More user-friendly and functional website
- A dynamic, knowledgeable board
- Regular library updates to Council
- Training for board members
- Board meeting schedule and minutes posted on library website

From 2021 to 2022, McKellar Public Library saw:

- 78 new cardholders
- 49% increase in circulation
- 60% increase in e-circulation
- 947 new titles



# McKellar Township Public Library

## 2022 Activities Report



This year we celebrated our 40<sup>th</sup> Anniversary of the McKellar Township Public Library. We have come a long way from the cloakroom in the McKellar School House on June 26, 1982.

The library unveiled our Honour Tree at our 40<sup>th</sup> Anniversary Event on July 1<sup>st</sup>. This has been a great addition to the library.

We had Ontario Park Passes for the first time this year. This year the provincial park passes went out a total of 19 times. This program is a great success for the library. We have received Ontario Park Passes for 2023.

We completed our first strategic plan this year with the help of Ontario Library Service. This will greatly improve our planning for the future.

Our recovery from Covid-19 pandemic is slow but we are making progress. We are working hard to regain all our patrons. From 2021 to 2022 the McKellar Public Library saw 78 new card holders, a 49% increase in circulation, a 60% increase in e-circulation and 947 new titles.

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### Events of 2022

#### January

January 4, and January 18 – Knitting Club - Sadly, we had to cancel the Knitting Club due to a Covid-19 outbreak.

January 25 - Book Club – Also cancelled due to a Covid-19 outbreak.

January 22 - Water Quality of Lake Manitouwabing – This was the first in our seminar series, presented by Chelsea Crundwell, Masters Student Uof T, Physical and Environmental Science on Zoom. They started at 11:00 a.m. When Chelsea finished her informative presentation, everyone had lots of questions. Lynne Campbell did a wonderful job of running this event and everything ran very smoothly. I would

like to thank David Koufis (Adrianna's Son) for his technical support and Chelsea Crundwell for her presentation. 28 participants

## February

February 19 - Herbs seminar - Presented by Valerie Hawton-Boucher. She is well versed on the topic of herbs and gave a wonderful talk. 12 participants.

## March

March 8 and March 22 - The Knitting Club - We had a great turnout for both events. 16 participants

March 15 - Seed Soiree - Lynne Campbell read the book *Mickey and the Beanstalk* to the children. They planted beans and sunflower seeds in clear plastic cups (holes punched into the bottom). Lynne made "dirt pudding" snacks in clear cups with gummy worms and fresh mint sprigs to look like potted plants. The kids really liked it. 9 children

March 16 - *Devon and the Giant Dinosaur* - Devon Thorne read the book that she wrote when she was 7 years old to the kids. We had crafts, snacks and juice boxes for this event. Many of the children who attended received a library card and checked out books about dinosaurs. Special thanks to Joyce Hopkins for her help with this event. This was a successful event. 21 children

March 26 - Alzheimer's and Dementia - Shawna Torkoff from The Alzheimer Society gave a presentation. This is an opportunity to learn and ask questions! We have had great interest in this event. 14 participants

March 29 - The Book Club - They read *Flight Girls* by Noel Salazar. They greatly enjoyed the book. 7 participants

## April

April 5 and April 19 - The Knitting Club - The ladies had a great time at these events. 15 participants

April 26 - The Book Club - *The English Wife* by Adrienne Chinn. 8 participants.



April 30 - Cheque Presentation – The library received a donation from the MLCA for a \$1000.00.

Manitouwabing Lake Community Association treasurer Tony Best (left) and president Stephen Macdonell (right) present McKellar Public Library CEO Terri Short with a \$1,000 gift to acknowledge the library's 40th year of serving the community. Karyn Klaire Koski photo

## May

May 3, May 17 and May 31 - The Knitting Club - A good time was had by all participants at the three events. 23 participants

May 24 - The Book Club - This month's book was *A Good Day for Chardonnay*. The book was very popular with the ladies in the book club. 7 participants

May 7 - Natural Edge Shoreline – This zoom seminar was run by Calvin Blewitt, Natural Edge Restoration Technician. Help preserve the esthetics of beautiful Lake Manitouwabing. 17 participants

## June

June 11 - Humming Birds – This zoom seminar was presented by Erich Eberts. The speaker gave a great presentation. There were even some people attending the zoom seminar in the library. 11 participants

June 16 - Why Natural Shorelines Are Key to Lake Health - We had our first Hybrid Seminar with the Lake Stewardship and Environmental Committee. The guest speaker Julia Sutton is from Sweet Fern Consulting. This seminar was available by zoom or in person at the McKellar Community Centre. Everything went smoothly. 11 participants

June 14 and June 28 - The Knitting Club - They were doing knitting and needle point at that moment. – 3 participants

June 21 - The Book Club - This month's book is *The Naked Don't Fear* by Matthieu Aikins.

## July

July 2 - 40<sup>th</sup> Anniversary Open House - We served coffee/juice and cake. People learned about how the McKellar Library came to be! We unveiled our Honour Tree to great reviews. Everyone who saw it thought that it was incredible. Debbie did a wonderful job on the Honour Tree. We had a reporter come to our event; she wrote an article about the library for the North Star. 100+ participants



July 2, July 9, July 16 and July 30

– McKellar Market - Our Library Ambassador, Summer Knight started her volunteer hours at the McKellar Market for the Library. She was at the market all summer long. We heard about her from the people that she sent from the Market. They gave her rave reviews. We will have a Library Ambassador next year. It was a great success.

July 9 - Local Birds and Bats – This was presented by Al Last. McKellar Library hosted this event with The Lake Stewardship and The Environmental Committee. Each family brought home a bird or bat house! Great fun was had by all participants. 35 participants

July 16 – Artist Meet and Greet - We had our first Artist Meet and Greet with artist Janet Peters Varley. Janet is a local cottager who paints from photographs she takes of McKellar, creatively using an array of celebrative colours. The people at this event found it very informative. 15 participants

July 27 - “Anne of Green Gables” (Kevin Sullivan Productions) – We showed the movie on the big screen in the McKellar Community Center. 4 participants

July 28 - Medicine Wheel Teaching – This presentation was given by Lisa Ross from the Friendship Centre in Parry Sound. This was a well attended event. 10 participants

## August

August 6, August 13, August 20 and August 27 – McKellar Market - Our Library Ambassador Summer Knight continued to volunteer hours at the McKellar Market. She was a wonderful representative of the library.

August 8 - First Aid and CPR Level C course- Lynne, Debbie and I attend. Danny Shoebottom is a very good teacher. I enjoyed this course immensely. 4 participants

August 11 - Children’s Indigenous Drumming Teaching - Lisa Ross from the Friendship Centre in Parry Sound gave this presentation in the Township Arena. 19 participants



August 16 - The Dinosaur Touring Museum – Tim Jeffries from the Natural Touring Museum was the presenter. This was more geared to an older audience but he brought out fossils and a dinosaur egg. This was a high note for the children. 24 participants

August 23 – The Implications of the 2021 Lake Capacity Study of Lake Manitouwabing - The Lake Stewardship and Environmental Committee and the library hosted this event. This presentation was by Carl Mitchell, Ph.D. Professor Department of Physical and Environmental Sciences University of Toronto Scarborough in the McKellar Community Centre or on Zoom. We hosted the in person portion of this event. 10 people attended in person.

August 25 – Author Reading - We hosted Tracy McGlynn. She read her book *Maggie the Muskie* to the children in the library. We had a fantastic turn out the kids enjoyed the author reading. 20 children

August 27 – Artist Meet and Greet - We hosted Wood Burning Artist Leah Lewis. 10 participants





## September

September 6 and September 20 - The Knitting Club - They had a great time. 6 participants

September 10 – McKellar Fall Fair - The library had their annual Book Sale at the Fair. We sold \$142.25 worth of books, magazines, DVDs, CDs, and records. We had two cakes (one vanilla and one chocolate) to help us continue to celebrate our 40<sup>th</sup> anniversary. We had no cake left over by the time the fair closed. The staff of the library and I had a wonderful time at the fair this year. We had many visitors come to see the library. We hope to do it again next year. 100+ participants

September 13 - Aeroponics & Tower Gardens - This hybrid event was hosted by Anita Jansz. She gave a beautiful presentation and it was very informative. The speaker put in a lot of effort into her presentation. It was very disappointing that no one attended this event. The recorded presentation has been viewed several times on Facebook.

September 27 - The Book Club – This time the participants needed to bring their own book. 8 participants

## October

October 4 and October 18 - The Knitting Club – The ladies had a great session. 6 participants

October 11 - Cooking with James - During each class they take home a meal for two. The cost for each class is \$25.00 pp/per class. Great fun was had by all. 7 participants



October 25 - The Book Club – They talked about a book with a movie connection. 8 participants

## November



November 1 - Author Reading - We had Rosanna Micelotta Battigelli read from one of her books. This was very successful event. 19 participants

November 1 and November 15 - The Knitting Club – They ladies as usual had a great time together. 8 participants

November 8 - Cooking with James - They prepared Chicken Soup, Chicken Pot Pie (Pastry Crust Demo), BBQ, Roast Chicken, Bread Chicken Parmesan and Puree of Butternut Squash Soup. The cost for each class is \$25.00 pp/per class. This event was so popular that we had to split our next class in two. 16 participants



November 12 – McKellar Christmas Market - The library helped host the Christmas Market this year. It was fun to watch all the children with Santa Claus. My staff and I had a wonderful time. 500+ participants

November 22 - The Book Club –They read the book *Hurricane Hazel – A Life With Purpose* by Hazel McCallion and Robert Brehl. 9 participants

November 29 – Author Reading – Author Jim Newman came to read from his book *That Dog Don't Hunt*. This event was well attended. 19 participants



## December



December 3 – Christmas and Craft for Children - There was a fee of \$5.00 per child to attend this event. The children made toques for gift ornaments or tree ornaments with Lynne Campbell and volunteer Lorrie Taylor. James McMurdo baked and decorated Shortbread Cookies with the children. He also set up a table with hot chocolate for the children and coffee for the adults. 10 children and 14 adults



December 6 and December 20 - The Knitting Club – The patrons who attended enjoyed the knitting and conversation at this event. 11 participants

December 6 - Cooking with James - During each class they take home a meal for two. The cost for each class is \$25.00 pp/per class. During this session they made dishes that included ground beef. 8 participants

December 10 - First Aid and CPR Level C course - Danny Shoebottom once again taught this course. This course was put on at the request of our Fire Chief Robert Morrison. Eight of the participants of this event were from the Fire Department. We hope to continue working with the Fire Department in the future. 9 participants

December 13 - Cooking with James - During each class they take home a meal for two. The cost for each class is \$25.00 pp/per class. This session also included dishes that include ground beef. Great fun was had by all. The cooking class are so popular that we had to start scheduling two classes a month. Our classes are so popular that we are completely booked up until March 2023. 8 participants

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I would like to thank the following groups for partnering with us this year: The Lake Stewardship and Environmental Committee, McKellar Recreation Committee, The Sesquicentennial Committee, The McKellar Market (Jan Gibson) and McKellar Fire Department.

We began writing a book for the Sesquicentennial in cooperation the Sesquicentennial Committee. We now have enough stories to begin the publishing process. Pre-order your copy of the book today.

I hope in the future that we work as well with the new township council, as we have in the past.

Thank you to my library board and my staff for working so hard with me this past year.



Terri Short Head Librarian/CEO



# Township of McKellar

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

Phone: 705-389-2842

Fax: 705-389-1244

## Request for Delegation/Deputation before Council

Pursuant to By-law No. 2019-25 as amended, any person wishing to make a deputation before Council shall submit a request in writing to the Clerk no later than 1:00 p.m. on the Tuesday prior to the meeting at which they wish to be heard. The written request shall be a detailed written submission which clearly outlines the matter that the deputation wishes to present to Council including the nature of the business to be discussed and the person(s) named to make the deputation. The detailed written submission, together within this form, shall be circulated with the Council agenda. Please note that Deputations are limited to 10 minutes in length.

### PLEASE PRINT CLEARLY

**Name of Person to Appear:** Becky Pollock

**Address:** 125 William St, Parry Sound, ON P2A 1T4    **Phone:** (705)-774-0978

**Name of Group or Person(s) being represented (if applicable):** Integrated Communities Energy & Climate Action Plans (ICECAP) Partnership

**Meeting date requested to appear before Council:** February 7, 2023

### Subject Matter of Deputation:

To provide Council with an overview on the regional, Integrated Communities Energy & Climate Action Plans (ICECAP) partnership. Topics of discussion will include what ICECAP is, the work it does, and McKellar's participation in the partnership since joining in 2020.

The deputation will be delivered by Becky Pollock, Executive Director at the Georgian Bay Biosphere.

Signature: Rebecca Pollock    Date: January 30, 2023



**Facilitated by: Georgian Bay Biosphere**



# What is ICECAP?

## Integrated Community Energy and Climate Action Plans

**Purpose:** A partnership between the Municipalities and First Nations located in and around the Georgian Bay Biosphere region for the purpose of **a collaborative, more cost-effective approach** to energy management and the reduction of greenhouse gas emissions for the operations of each corporate stakeholder, for each participating community and for the broader region.

### Objectives:

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

# Members of ICECAP

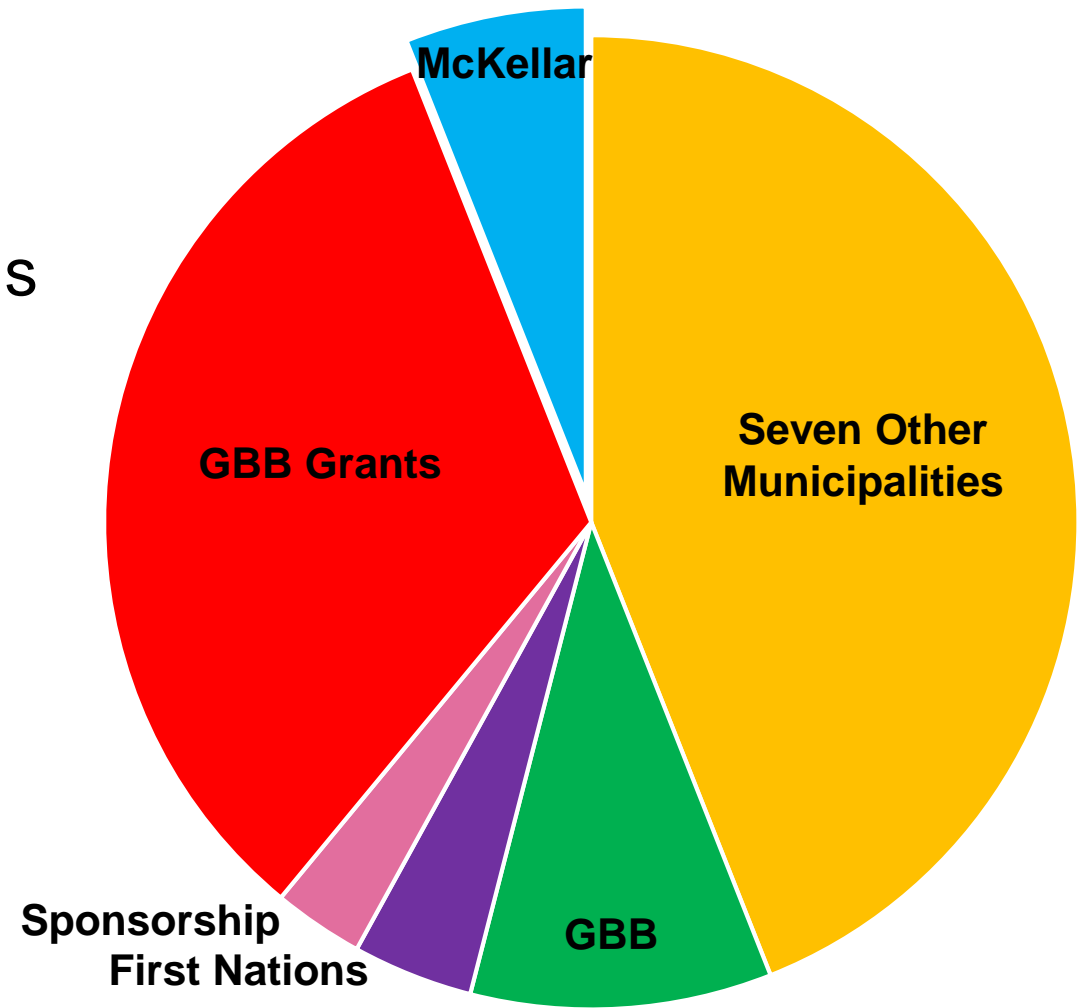


McKellar became a member in 2020

# ICECAP Model

- MOU & Terms of Reference
- Council-Appointed Liaison
- Staff Liaison
- Annual work plan and budget approvals
- ICECAP Stakeholder meetings

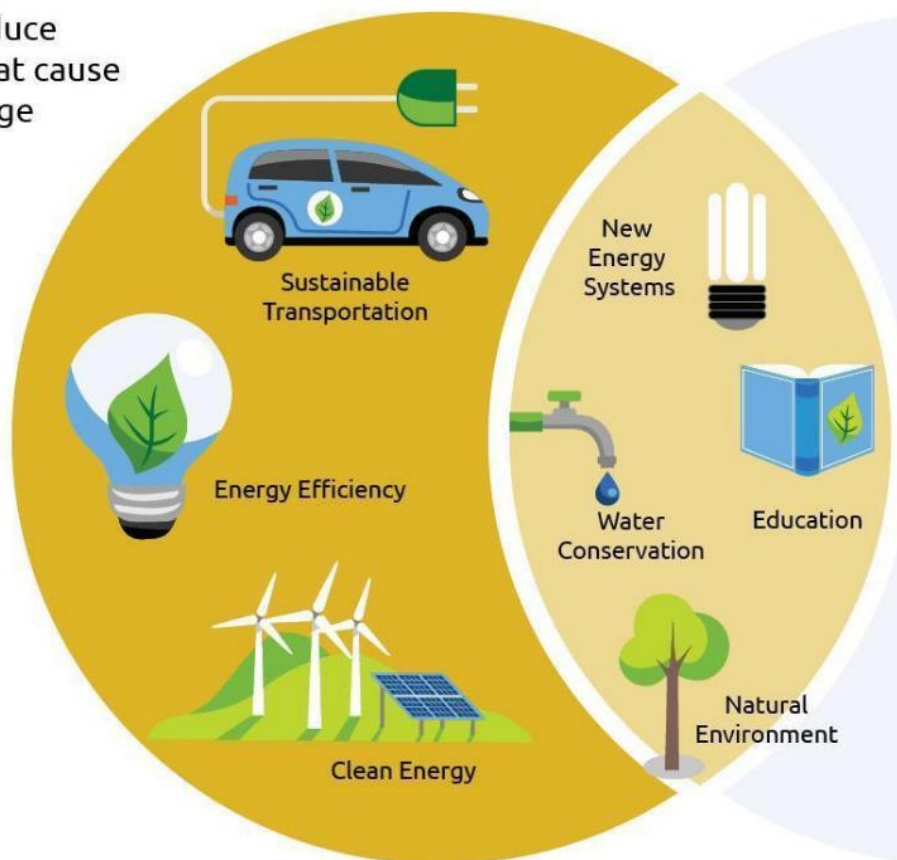
## ICECAP Budget Example



# What is Climate Action?

## Energy Management Mitigation

Action to reduce emissions that cause climate change



## Risk Management Adaptation

Action to manage the risks of climate change impacts



# PCP Program

## Partners for Climate Protection Program

Corporate: Municipal Operations

Community: Residents and Businesses





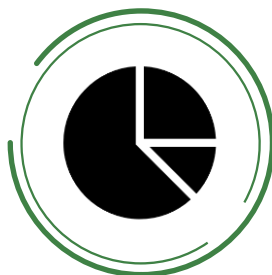
# McKellar's Progress



2020

## Joined ICECAP

- Signed MOU
- ICECAP comms.
- Regional coordination



2020

## Milestone 1

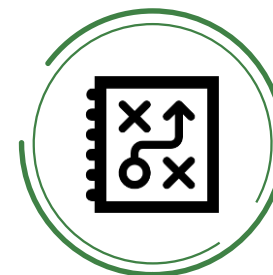
- Corporate baseline
- Community baseline
- ICECAP logo
- ICECAP comms.
- Education & outreach
- Regional coordination



2021

## Milestone 2 & 3

- Bottom-up target setting
- Local action plans x2
- RCAP
- Education & outreach
- ICECAP comms.
- Regional coordination



2022

## Milestone 2 & 3

- Bottom-up target setting
- Local action plans x2
- RCAP
- Education & outreach
- ICECAP comms.
- Regional coordination



2023

## Milestone 4

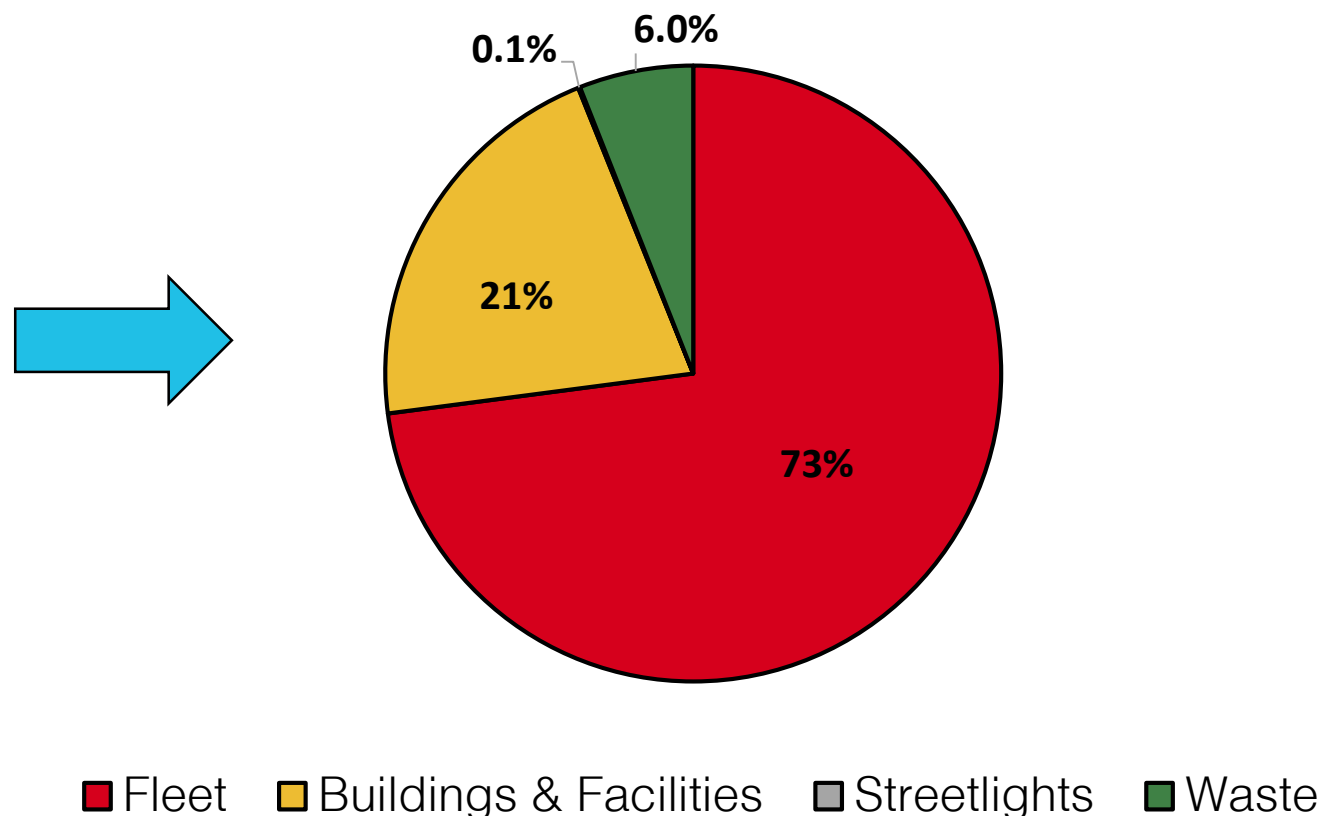
- Community actions
- Corporate actions
- Learning opportunities
- Education & outreach
- ICECAP comms.
- Regional coordination

# Corporate Milestone 1 Results

2016 Corporate Energy Consumption		
Energy Source	Consumption	Unit
Electricity	197,756	kWh
Propane	11,668	L
Fuel Oil	10,631	L
Gasoline	11,386	L
Diesel	55,087	L

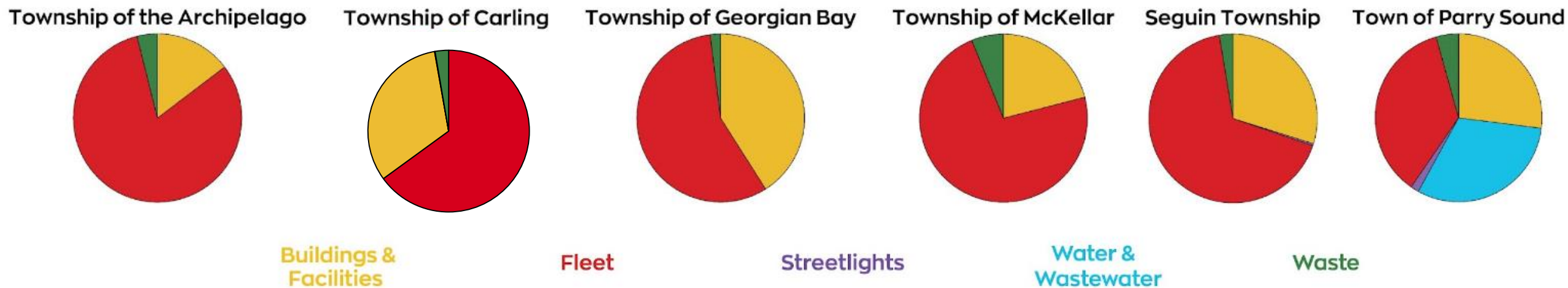
Total GHG emissions = 243 tCO<sub>2</sub>e

**Corporate Baseline Emissions (2016)**



# Corporate Baseline Emissions

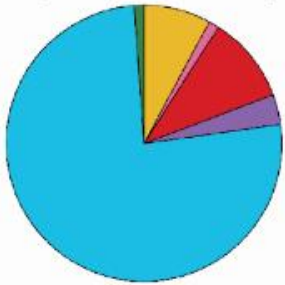
## Corporate GHG Emissions



# Community Baseline Emissions

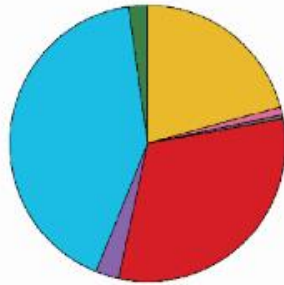
## Community GHG Emissions

Township of the Archipelago



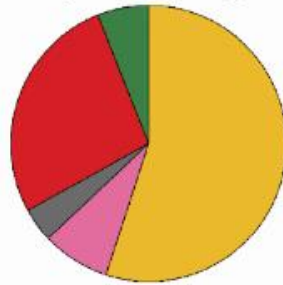
Residential

Township of Carling



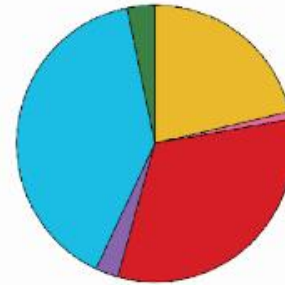
Commercial &  
Institutional

Township of Georgian Bay



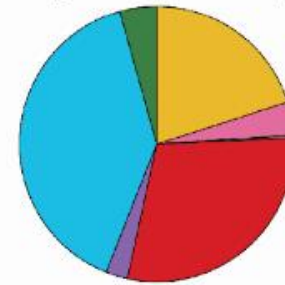
Industrial

Township of McKellar



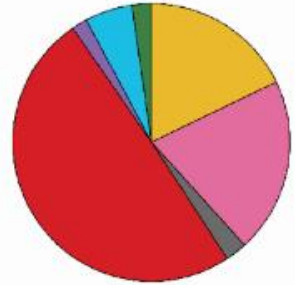
Off-Road  
Transport

Seguin Township



Waterborne  
Transport

Town of Parry Sound



Waste

# Energy Management Solutions

- Using energy produces GHG emissions
- Energy management can involve:
  - Energy efficiency
  - Energy conservation
  - Fuel switching (electrification)
  - Renewable energy generation





# Risk Management Solutions

- Emergency preparedness for climate impacts
  - Flooding and extreme weather
  - Heat stress and wildfire
  - Fluctuating water levels



# Risk Management Cost Savings

**“Investments in resilient infrastructure have a return on investment of \$6 in future averted losses for every \$1 spent proactively.”**

Insurance Bureau of Canada, 2020

# ICECAP's Benefits for McKellar

## For McKellar Township:

1. Regional collaboration & cost sharing
2. Energy cost savings
3. Unlock funding opportunities
4. Demonstrates municipal leadership
5. Increased operating efficiencies
6. Community engagement
7. Risk management of climate impacts

## For Community Members:

1. Cost savings
2. Increased community infrastructure
  - Active transportation
  - EV charging stations
3. Community engagement
4. Energy efficiency & retrofit programs
5. Recycling and composting
6. Education about GHG emissions
7. Local economic development



# Upcoming Meeting

All Are Welcome!

## February 15<sup>th</sup>, 2023 ICECAP Stakeholder Committee Meeting

- Chaired by Forrest Pengra – Township of Seguin's ICECAP liaison
- Co-chair vacancy
- 10:00 -11:30am via Zoom
- Annual work plan and budget
- Member updates

Please reach out to Benjamin John ([bjohn@gbbr.ca](mailto:bjohn@gbbr.ca))



**ICECAP**

INTEGRATED COMMUNITY  
ENERGY & CLIMATE  
ACTION PLANS

**Miigwech**

Thank you

# Question Support Slides

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# 2023 Work Plan

- Milestone 2 and 3 – setting targets and planning
- Milestone 4 – regional action and collaboration
- Support community climate action groups (CAG)
- Develop tools and education campaigns
- Implement community priorities
- Facilitate intermunicipal corporate working group





# Community Cost Savings

**Energy Poverty:** Refers to the experience of households or communities that struggle to heat and cool their homes and power their lights and appliances.

## Energy Poverty in the Region:

- 55% of households spend > 6% of their ATHI on home energy
- 26% of households spend > 10% of their ATHI on home energy
- 12% of households spend > 15% of their ATHI on home energy

# Membership Services

- Administration & coordination by GBB
- Quarterly ICECAP network meetings
- Annual ICECAP work plan & budget
- Public communications & engagement
- Funding opportunities shared
- Knowledge-sharing & best practices
- Celebrate success!



# Value for Money

- Typical cost of climate action planning: **\$60k-\$80k/year**
- Savings from cost sharing by ICECAP members
- Grants offset municipal costs
- Regional initiatives identified and implemented
  - EV infrastructure
  - Fleet studies
  - Waste reduction
- Community participation
- Community preparedness through climate adaptation planning

## Role of the GBB:

- Provides coordination and operations support, including grant and membership development to advance ICECAP goals.
- The GBB will work with each member to develop and deliver actionable items that reduce GHG emissions from a corporate (internal operations) and community perspective.
- The GBB understands that each member is subject to its own unique set of conditions, warranting individual recognition as it contributes to a larger collective goal.
- GBB will provide a representative to ICECAP and hold one voting seat.

(Memorandum of Understanding, ICECAP 2019)



# Integrated Community Energy and Climate Action Plans (ICECAP)

## Memorandum of Understanding

The Memorandum of Understanding prepared the 7th day of November, 2019, and updated the 9th day of February, 2022 between the current, and any future, signatories in section VIII.

The terms and conditions for the undertaking of an agreement for the Integrated Community Energy and Climate Action Plans (ICECAP) are as follows:

### I. Name

The name of this partnership will be the **Integrated Community Energy and Climate Action Plans** for the Georgian Bay Biosphere region, hereafter referred to as ICECAP.

The signatories of this MOU will be Municipalities and First Nations in and around the Georgian Bay Biosphere; they will be known as “Corporate Stakeholders” who constitute the voting members that govern the ICECAP initiative.

### II. Purpose

The ICECAP is a partnership between the Municipalities and First Nations located in and around the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas emissions for the operations of each Corporate Stakeholder, for each participating community, and for the broader region.

### III. Objectives

The objectives of the ICECAP are as follows:

- i. Encourage the reduction greenhouse gas emissions (GHG)
- ii. Improve energy efficiency
- iii. Reduce the use of fossil fuels
- iv. Adapt to a changing climate by building greater resilience.

Note that established frameworks will be used to meet these objectives including: (1) the Federation of Canadian Municipalities (FCM) **Partners for Climate Protection** (PCP) program, as adopted by interested Councils; and (2) the **Indigenous Community**

**Energy Plans** (ICEP) developed by interested First Nations with support of the Independent Electricity System Operator (IESO).

This MOU does not prevent any Corporate Stakeholder from acting individually or proceeding at its own pace with respect to community energy management or any other climate action related initiative.

## IV. Membership

Municipalities and First Nations located in and around the Georgian Bay Biosphere region are eligible members of ICECAP.

Each Corporate Stakeholder is required to pay an annual membership fee, as identified in **Schedule A**.

Each Corporate Stakeholder holds one vote, as per the Terms of Reference in **Schedule B**.

Members are entitled to use the Georgian Bay Mnidoo Gamii (GBB) organization as a service provider and resource, of which the roles and responsibilities will be set out under the Terms of Reference in **Schedule B**.

Each Partner will provide the ICECAP with available energy data and related information to meet PCP and ICEP requirements and participate as needed to achieve the goals set out in the annual work plans.

## V. Committees

The Corporate Stakeholder Committee governs ICECAP, with council-appointed liaisons participating as the committee requires, following the Terms of Reference in **Schedule B**. Sub-committees may be established and their terms of reference will be determined by the Sub-committee.

## VI. Meetings

Meetings of the ICECAP will follow those established under the Terms of Reference in **Schedule B**. The Corporate Stakeholder Committee shall have the power to amend the Terms of Reference as needed.

ICECAP meetings will be open to the public, except for matters of a closed nature which would require those meetings to be closed to the public.

## **VII. Effective Date & Term**

This MOU becomes effective immediately upon execution by willing parties and will be reviewed by the signatories at a minimum of once every four years, or as determined by the Corporate Stakeholders.

## **VIII. Signatures**

We, the undersigned, confirm that we are committed to participating in the Integrated Community Energy and Climate Action Plans as per the conditions set forth above:

**The Corporation of the Township of Georgian Bay**

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
Clerk Date



**The Corporation of the Township of Seguin**

_____	_____
Mayor	Date

_____	_____
Clerk	Date

**The Corporation of the Town of Parry Sound**

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
Clerk Date

**The Corporation of the Township of McKellar**

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
Clerk Date

**The Corporation of the Township of the Archipelago**

_____	_____
Mayor	Date

_____	_____
Clerk	Date



**The Corporation of the Township of Carling**

_____	_____
Mayor	Date

_____	_____
Clerk	Date

**The Corporation of the Township of McDougall**

_____	_____
Mayor	Date

_____	_____
Clerk	Date

**The Corporation of the Township of Whitestone**

_____ Mayor	_____ Date
----------------	---------------

_____ Clerk	_____ Date
----------------	---------------

**Chimnissing First Nation**

Chief	Date
-------	------

Council Member	Date
----------------	------

**Moose Deer Point First Nation**

Chief	Date
-------	------

Council Member	Date
----------------	------



**Wasauksing First Nation**

Chief	_____	Date	_____
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Council Member	_____	Date	_____
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**Shawanaga First Nation**

Chief	_____	Date	_____
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Council Member	_____	Date	_____
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**Magnetawan First Nation**

Chief	_____	Date	_____
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Council Member	_____	Date	_____
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**Henvey Inlet First Nation**

Chief	_____	Date	_____
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Council Member	_____	Date	_____
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**Dokis First Nation**

Chief	Date
-------	------

Council Member	Date
----------------	------



**Wahta First Nation**

Chief	Date
-------	------

Council Member	Date
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**[INSERT OTHER ICECAP SIGNATORIES HERE]**

# Integrated Community Energy & Climate Action Plans (ICECAP)

## Schedule A: Membership Fees

1. Fees  
 The annual membership fee for ICECAP members will be set by the Corporate Stakeholders annually and confirmed by Resolution.
2. Terms  
 The annual membership fee is due by February 28<sup>th</sup> and the remaining balance associated with the annual project work plans and accompanying budgets will be invoiced separately and will be due within 30-days of approval of a Corporate Stakeholder's budget.
3. Entitlements  
 The annual membership fee entitles all members to the following services & support:
  - a) Administration of the ICECAP initiative
  - b) Data acquisition and analysis of corporate GHG emissions
  - c) Management of PCP or ICEP account on behalf of members
  - d) Development and submission of PCP or ICEP staff-reviewed reports
  - e) Support to the ICECAP Corporate Stakeholders Committee
  - f) Advisory services from the Georgian Bay Mnidoo Gamii Biosphere (GBB)
  - g) Eligibility to participate in joint grant applications
  - h) As per the ICECAP MOU, each member has one voting seat
  - i) Other administrative and communications support
4. Consideration  
 Consideration will be given to the annual membership fee based on individual circumstances, where applicable, and will be decided by the Corporate Stakeholders.

**Note:** Annual project work plans and accompanying budgets will be determined and approved for recommendation to members by the Corporate Stakeholders, as per the Terms of Reference (Schedule B).

# Integrated Community Energy & Climate Action Plans (ICECAP)

## Schedule B: Terms of Reference

### 1. Vision

To reduce greenhouse gas (GHG) emissions, improve energy efficiency, reduce the use of fossil fuels, and adapt to a changing climate by building greater resilience in and around the Georgian Bay Biosphere region using a collaborative approach known as “Integrated Community Energy and Climate Action Plans” (ICECAP) for Municipalities and First Nations, with the support of community partners.

### 2. Purpose

The purpose of this Terms of Reference document is to outline the roles and responsibilities of ICECAP members who have formally pledged to address climate change in their respective jurisdictions, and as a regional collective within the UNESCO biosphere reserve. It supports the ICECAP **Memorandum of Understanding** signed by member Councils.

### 3. Objectives

ICECAP will identify goals, actions, and emissions reduction targets that fit with and address the unique needs of each Municipal and First Nation partner at a corporate level and be supported by diverse stakeholders to identify action plans at a community level.

Specific tools will be used to advance goals and to help meet targets. Sharing knowledge, strategies and resources will be more cost-effective and efficient for the region.

### 4. Background

Several Municipalities have adopted the ‘Partners for Climate Protection’ resolution under the Federation of Canadian Municipalities (FCM), committing them to inventory GHGs at the corporate and community levels, set targets for reduction, develop a local

action plan, implement local action plans towards those goals, and monitor and report progress.

Several First Nations have created an Indigenous Community Energy Plan (ICEP) and/or are creating positions for Community Energy Champions, supported by the Independent Electricity Systems Operators (IESO) and other partners.

Together, these Councils are invited to become Corporate Stakeholders to oversee the ICECAP initiative in ways that meet their respective and collective energy and climate goals.

## 5. Integrated Approach Model

Municipalities and First Nations are invited to use the following programs/frameworks to achieve the ICECAP objectives set out above.

Under the Federation of Municipalities (FCM) with support from an ICLEI<sup>1</sup> sustainability framework, Municipalities are invited to adopt the 'Partners for Climate Protection' (PCP) resolution. See Appendix A for details about the PCP framework.

First Nations are invited to adopt the Independent Electricity System Operator's ICEP program. See Appendix B for details about the ICEP program.

Each Corporate Stakeholders' participation in their respective program will contribute to the larger integrated ICECAP framework.

## 6. Roles & Responsibilities

**6.1) Corporate Stakeholders** – Provide input and direction to the GBB on needs and opportunities in and around the Georgian Bay Biosphere region. Members will help oversee the progress toward collective corporate goals, actions, and emissions targets outlined in the ICECAP and be a liaison to their respective Councils.

- a. Voting Members: one (1) elected official and one (1) appointee from each Council and one (1) Director from the GBB as a voting member and liaison to the GBB Board of Directors.
- b. Co-Chairs: selected from among voting members and serve a term of 2-years, with no term limit.
- c. Schedules to the MOU will be amended as needed, by Resolution of members.

**6.2) Subcommittees** – will be governed by terms set out by the Corporate Stakeholders.

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<sup>1</sup> Local Governments for Sustainability, founded in 1990 as the International Council for Local Environmental Initiatives



6.3) **GBB** – Provides coordination and operations support, including grant and membership development to advance ICECAP goals.

By paying the annual membership fee a Corporate Stakeholder automatically has membership in ICECAP in and around the Georgian Bay Biosphere region, and is eligible for the coordination services of GBB.

The GBB will work with each member to develop and deliver actionable items that reduce GHG emissions from a corporate (internal operations) and community perspective.

The GBB understands that each member is subject to its own unique set of conditions, warranting individual recognition as it contributes to a larger collective goal.

GBB will serve as coordinator and delivery provider for the regional ICECAP for interested corporate and community partners and the general public.

GBB will provide a representative to the Corporate Stakeholders and hold one voting seat.

6.4) **Community Partners** – Representatives from a broad range of community groups, organizations, agencies, businesses, and the general public interested in the work of the Corporate Stakeholders are welcome to attend and participate in all meetings. They provide valuable information, resources, networks, and partnerships for advancing climate mitigation and adaptation within communities and across the region.

## 7. Meetings

**Frequency:** Corporate Stakeholders' meetings will be conducted at least twice per year. Additional meetings may be scheduled as necessary at the call of a Co-Chair. Meetings are suggested for spring (April) and fall (September) to align with budget cycles.

**Agenda:** GBB staff will draft the agendas with member input and Co-Chair oversight.

They will be sent to members five (5) business days prior to the meeting.

**Voting:** Corporate stakeholders have one (1) vote each and no proxy voting is permitted.

**E-Voting:** ICECAP will where necessary and feasible make available a telephonic, electronic or other communication facility that permits all participants to communicate adequately with each other during a meeting of members. Any person entitled to attend such meeting may participate in the meeting by means of such telephonic, electronic or other communication facility. A person participating in a meeting by such means is deemed to be present at the meeting. Any person participating in a meeting of

members, who is entitled to vote at that meeting may vote by means of any telephonic, electronic or other communication facility.

## **8. Record Keeping**

All approved Corporate Stakeholders' meeting minutes will be provided to each member. GBB staff will ensure the approved minutes and reports are sent to each member Municipality and First Nation Council, as directed by the Co-Chairs.

GBB will manage the bookkeeping, invoicing, and receipting and will manage the finances and provide quarterly and annual financial statements to members.

Notes from all Subcommittee meetings will be circulated to ICECAP members.

## **9. Funding**

- The ICECAP initiative will be supported by its Corporate Stakeholders' contributions and supporting grants and sponsorships.
- The annual membership fee is determined by the Corporate Stakeholders and set out as Schedule A to the Memorandum of Understanding.
- Annual project work plans, with accompanying budgets, will be reviewed and approved by the Corporate Stakeholders.
- Total costs for regional project delivery will be shared amongst the Corporate Stakeholders.
- Financial requests will be made directly to each Corporate Stakeholder by the appointed representative or in a delegation from ICECAP.
- As funding is received from outside sources (e.g., provincial/federal government) it will reduce the overall annual project work plans' budget or be carried forward to the following year's annual project work plans' budget (depending on the timing of the receipt of these funds).
- As new members join the initiative, they will pay the annual administrative fee and receive services as listed in Schedule A. ICECAP members will benefit from the GBB's resources and capacity, including grant applications, by leveraging ICECAP funds that have already been approved by Corporate Stakeholders. Citing approved financial contributions will not require further requests to ICECAP members or their Councils.
- Inclusion of Corporate Stakeholders' approved financial contributions in funding/grant applications (as ICECAP members) will be communicated to staff for their information, with details of the funding and purpose, alignment with annual project work plans, and any requests for letters of support.
- For applications that require funds beyond approved financial contributions, formal requests will be made to each member for their consideration.

- Financial and operations summaries will be provided quarterly and annually for review. Any excess income over expenses for the year will be either:
  - a. Returned to the Corporate Stakeholders proportionally, or
  - b. Applied against the next annual project work plans' budget amounts.

## **10. Service Provision by Georgian Bay Biosphere**

- Educate area Corporate Stakeholders and their communities on energy and climate-related matters and connect them to resources, tools, and funding.
- Advance the adoption of best practices and policies within area Corporate Stakeholders' corporate operations to support climate change action, greenhouse gas mitigation, climate adaptation, and resilience.
- Identify funding opportunities, prepare applications and administer grants to fund Municipal, First Nation, and community-based climate action projects.
- Collaborate with Municipalities, First Nations, and others to create, manage, and monitor the ICECAP goals and targets.
- Provide research and information as requested by member Municipalities and First Nations (i.e., best practices, funding/grant information, GHG data analysis).
- Promote the goals and progress of the ICECAP to the public and interested partners.
- Manage membership and online account requirements for Corporate Stakeholders who have joined the PCP or IECF program, if requested.

## **11. Accountability**

- 1) GBB will be accountable to the ICECAP Corporate Stakeholders and all project funders.
- 2) GBB will produce individual reports to Corporate Stakeholders that are working through their PCP Milestones and deliver them via staff or deputations, as requested.
- 3) GBB will produce individual reports to First Nation Council members that are working through their ICEP programs and deliver them via staff or deputations, as requested.
- 4) GBB will track all financial contributions and expenditures and provide an annual financial report to the Corporate Stakeholders.
- 5) GBB will produce regional reports and public summaries to communicate progress at a regional level on GHG reduction and improved energy efficiency and clean technology.

## **12. Contact**

Georgian Bay Mnidoo Gamii Biosphere,

125 William Street, PO Box 662,

Parry Sound, Ontario, P2A 2Z1

Phone: (705) 774.0978

Email: [conservation@gbbr.ca](mailto:conservation@gbbr.ca), [climate@gbbr.ca](mailto:climate@gbbr.ca)

## **APPENDIX A: Partners for Climate Protection Framework**

Under the Federation of Municipalities (FCM) with support from an International Council for Local Environmental Initiatives (ICLEI) sustainability framework, Municipalities are invited to adopt the ‘Partners for Climate Protection’ (PCP) resolution with the option of using GBB as a delivery partner. First Nations are similarly invited to use the PCP framework by partnering with the GBB to help achieve their own GHG reduction and climate action goals. The Milestones structuring this work are as follows:

### **Milestone 1: Create a GHG Emissions Inventory and Forecast**

A GHG emissions inventory can help you track emissions and spending, gather money-saving information and measure your progress over time. Having a forecast allows you to project future emissions based on assumptions about population, economic growth and fuel mix.

Required information:

- Summary of corporate and community GHG emissions inventory
- Emission intensity values or coefficient values (for all energy types, including electricity)
- Summary of data sources
- Description of assumptions made regarding data
- 10-year business-as-usual emissions forecast

### **Milestone 2: Set an Emissions Reduction Target**

A GHG emissions reduction target sets the tone and direction for your emission reduction efforts. Targets should be achievable, while also inspiring ambitious action. We encourage you to adopt two targets: one for Municipally owned operations and another for community-wide emissions.

When you’re ready, provide us with the following, just as you did in Milestone 1:

- Description of your targets, including baseline year, target year and percentage change from baseline year
- A Council resolution that adopts the targets set, including the baseline year, target year and percentage change from baseline year

### **Milestone 3: Develop a Local Action Plan**

A local action plan outlines how your Municipality will achieve its emissions reduction target through Municipal operations and community-based initiatives. Stakeholder engagement is critical to your plan's development, and ownership of the plan by Municipal staff and the community can help ensure its long-term success.

When you're ready, provide us with the following, just as you did for the other milestones:

- Description of the activities that will help you achieve your target reductions (provide a written report, presentation or website)
- Description of how the public or internal stakeholders participated in developing the plan
- Description of the costs and funding sources
- Names of the Municipal department(s) or organization(s) responsible for the plan and the actions outlined in it

### **Milestone 4: Implement the Local Action Plan**

Several factors influence your ability to successfully implement your local action plan. Integrate it into your Municipality's existing plans and policies so it's top of mind in Municipal decisions and linked to your Municipal budgeting process. Create a clear implementation schedule as well as ways to monitor and communicate your progress. Doing so will help you ensure ongoing support from your Council and stakeholders.

When you're ready, provide us with the following, just as you did for the other milestones:

- Description of the degree to which measures in your local action plan have been implemented (include implementation members, financing mechanisms, and variations from the original plan)

### **Milestone 5: Monitor Progress and Reporting Results**

Monitoring helps you determine whether your initiatives are working and whether you'll meet your target. Use data you've collected to evaluate and adjust your activities. You can also use reporting to connect with stakeholders and funders to solidify support for future initiatives.

When you're ready, provide us with the following, just as you did for the other milestones:



- An updated corporate or community inventory for the current (or near current) year
- Quantification of the GHG reduction impact of each measure outlined in your local action plan
- Report on how stakeholders and decision makers have been included throughout your milestone process

Completing Milestone 5 is a significant achievement, but it does not signal the end of your journey. Your local action plan is a living document that should be revised as information, ideas and circumstances evolve.

See: <https://fcm.ca/en/programs/partners-climate-protection>

## **APPENDIX B: Indigenous Community Energy Plan**

First Nations in Ontario are invited to adopt the Independent Electricity System Operator's Indigenous Community Energy Plan (ICEP) program. The framework structuring this work is as follows:

### **Step 1: Community Baseline Study**

An energy and emissions inventory can help you track energy use, emissions, spending, gather money-saving information and measure your progress over time. Having a forecast allows you to project future energy consumption and emissions based on assumptions about population, economic growth, and fuel mix.

Required Information, to the extent possible:

- Annual energy usage in the First Nation community, and/or First Nation Organization, based on historical data
- Breakdown of energy consumption by end use and building type, including electricity, wood, propane, diesel, transportation fuels
- Occupancy data that includes conditioned square footage and system specifications
- Summary of results of the community baseline study research, including a description of the data collection process, methodologies used for data analysis and energy mapping undertaken

### **Step 2: Identify Current and Future Needs, and Priorities and Opportunities**

An assessment of the First Nation community's current and future forecasted energy needs and identification of any anticipated shortfalls or challenges that may arise in meeting those needs. This should also include an assessment of the priorities relating to energy use and generation, including the identification of issues and opportunities related to conservation, energy efficiency, demand management, local ecological impacts, renewable energy and small-scale generation, and the reduction of GHG emissions.

Required Information:

- Description of current and future needs, priorities, and opportunities

### **Step 3: Develop a Community Energy Plan**

A Community Energy Plan outlines how your First Nation will meet the current and future needs, priorities, and opportunities identified. Community engagement is critical to your plan's development, and ownership of the plan by First Nation staff and the community can help ensure its long-term success.

Required Information:

- Identification of actionable ways to meet energy needs and achieve established goals with a clearly defined implementation plan
- An assessment of best practices to address the identified priorities and opportunities, and evaluation of the human and financial resources required to do so
- A description of costs and funding sources
- Anticipated timelines and budgetary considerations

### **Step 4: Implement Community Energy Plan**

Several factors influence your ability to successfully implement your Community Energy Plan. Integrate it into your First Nation's existing plans and policies so it's top of mind during decisions and linked to your First Nation budgeting process. Create a clear implementation plan and schedule as ways to monitor and communicate your progress. Doing so will help to ensure ongoing support from your Council and stakeholders.

Required Information:

- Continuous communication and description of the degree to which measures identified in your Community Energy Plan have been implemented. Include implementation members, financing mechanisms, and variations from the original plan.

### **Step 5: Monitor Progress and Report Results**

Monitoring helps you determine whether your initiatives are working and whether you'll meet your targets, current and future needs, priorities, and opportunities. Ongoing data collection can be used to evaluate and adjust activities to ensure that benefits are being maximized. Reporting can also help to connect with community stakeholders and funders to solidify support for future initiatives.

Required information:

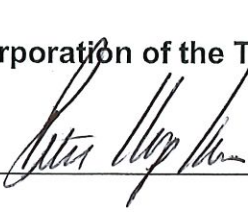
- An updated energy consumption inventory for the current (or near current) year
- Quantification of the GHG reduction impact of each measure outlined in the Community Energy Plan
- Report on how stakeholders and decision makers have been included throughout the process

See: <http://www.ieso.ca/en/Get-Involved/Funding-Programs/Indigenous-Community-Energy-Plan-Program/ICEP-Overview>

We, the undersigned, confirm that we are committed to participating in the Integrated Community Energy and Climate Action Plans as per the conditions set forth above.

**The Corporation of the Township of McKellar**

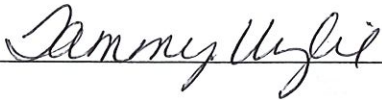
\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Date



\_\_\_\_\_  
Clerk



\_\_\_\_\_  
Date





## ICECAP Project Update

Dear ICECAP members and community partners:

Over the past eight months our ICECAP partners have been working hard to engage with their communities, advance climate change adaptation, and celebrate new initiatives!

For municipal members, the requirements for the Partners for Climate Protection Milestone 1 of creating a baseline emissions inventory and forecast has been completed for most ICECAP members. This baseline emissions inventory is the foundation for achieving Milestone 2: setting GHG emission reduction targets and Milestone 3: developing a Community and Corporate Climate Action Plans, which ICECAP members are now working towards simultaneously.

Milestones 2 and 3 are being completed at the same time to allow the planning process to guide ICECAP members' emission reduction target-setting. With an understanding of which actions communities are planning to take, they will be able to set more accurate and achievable targets.

Action plans and GHG reduction targets are being created for both corporate and community emissions for each municipality. Remember that corporate emissions are those generated by municipal operations; community emissions are generated by the residents, businesses, and industries of the same region. Together, all ICECAP member emissions are captured.



### SHAWANAGA FIRST NATION

Shawanaga First Nation joined the ICECAP partnership this past summer. Welcome to ICECAP Shawanaga!



### MOOSE DEER POINT FIRST NATION

Moose Deer Point First Nation joined the ICECAP partnership this past summer. Welcome to ICECAP Moose Deer Point!





# Climate Survey Results

The climate action survey launched by ICECAP and the Georgian Bay Biosphere (GBB) had over 600 respondents and included representation from all ICECAP communities.



In terms of energy use in buildings, many respondents indicated an interest in connecting with local experts in retrofitting. Most people had already taken steps to save energy at home. Others said they would like more information about financial incentives for retrofits and where to find low-impact or locally-sourced building materials.

Active transportation is already being promoted widely among walking groups, cycling clubs and “Bike to School” campaigns, although respondents also expressed an overwhelming concern for active transportation. Over 94% of respondents identified a need for more dedicated walking and cycling infrastructure as a way to improve access and safety for pedestrians and cyclists.

Multiple barriers to adopting electric vehicles were also identified. Of these barriers, the most common included the upfront cost of the vehicles and a lack of charging infrastructure in the region. Beyond the high greenhouse gas (GHG) emissions from gas vehicle engines, people also were concerned about pollution from recreational and small engines, such as off-road vehicles, watercraft, leaf blowers, lawn mowers, and other small equipment.

Many ICECAP members are already actively working to reduce the quantity of organic waste that is going to landfills by promoting composting. To further support these efforts, respondents were asked about local resources and programs that could be offered to help them divert waste in their homes, including organics. Over 97% of respondents indicated that they are in support of regional waste management and organics diversion programs, such as a “green bin” program.

When asked how much the region should reduce its GHG emissions, the majority felt it should be by 50% or more by 2050. Many also supported the concept of “net zero”. This means that any emissions produced are removed from the atmosphere so the total balance of emissions produced in a year is zero.

The results of the survey will be used to inform the development of a Regional Climate Action Plan that GBB staff, ICECAP partners, and experts are preparing. The plan will outline how to reduce GHGs using tools such as education, energy retrofits and waste reduction programs, new plans and policies for local governments, and infrastructure improvements. The potential benefits are energy cost savings, improved air quality, more connected communities, and increased community resilience to help prepare for the impacts of climate change.

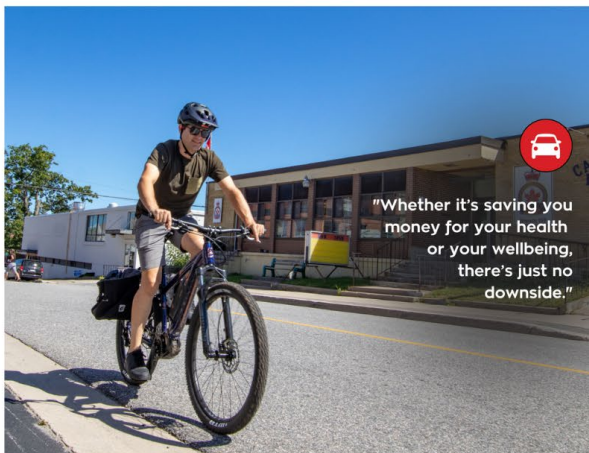
## DID YOU KNOW?



The Government of Canada has mandated that by 2035, all new light-duty vehicle sales in Canada must be zero-emission vehicles? This means that by 2035, all new cars, and some trucks and vans will be battery electric vehicles (BEVs), plug-in hybrid electric vehicles (PHEVs), or hydrogen powered.

# Climate Champions

ICECAP is profiling community climate action champions that are helping reduce the GHG emissions from buildings, waste, and transportation. A social media campaign during August profiled the actions that individuals are taking and inspire others. They also provide links to help people source EVs and incentives, learn how to compost, and access the Canada Greener Homes Grant. **The campaign reached 20,000 people!**





# Adaptation

## IMPACT ASSESSMENT WORKSHOPS

On June 22<sup>nd</sup> an Adaptation Action Planning Workshop was facilitated by the GBB, Town of Parry Sound, and ICLEI Canada.

ICECAP members and partners from across the region were brought together to identify actions that can be taken to increase regional resilience to the climate impacts that have happened and are expected to happen across the region. On October 20<sup>th</sup>, another workshop was held to discuss how to implement the Adaptation Actions proposed.

A parallel community activity was carried out in Shawanaga First Nation during the Powwow in August. This engagement piece collected input from community members on their concerns associated with the identified climate impacts.

The Town of Parry Sound and Shawanaga First Nation were successful in their application to [ICLEI Canada's Advancing Adaptation](#) Program. This program is funded through support from the Ontario Ministry of Environment, Conservation and Parks and the federal Department of Environment and Climate Change Canada. Over 18 months ICLEI is engaging with 40 Ontario communities in three cohorts to build capacity in adaptation assessment, planning and implementation.

Beginning in August, 2021 both Shawanaga and the Town of Parry Sound, with support from the GBB, joined the Vulnerability and Risk Assessment Cohort. This cohort is for communities that have not undergone any formal adaptation planning. ICLEI is supporting both communities to understand climate projections, how to use and apply climate data and information from various sources, identify climate change impacts, and assess these communities' vulnerability to climate risks through a collaborative process.

Building from previous engagement efforts and workshops, a Risk and Vulnerability Assessment was completed. This assessment outlines which climate change impacts our communities are the most vulnerable to.

Moving forward, regional partners will begin to develop an action plan to build community resilience to these climate impacts. This includes identifying actions, prioritizing actions, and identifying the resources and partners who will be key actors in advancing the identified actions.



## ACTION IN PRACTICE

In September the Township of Seguin introduced an electric ice resurfacer to its municipal fleet. It is driven by four AC electric wheel motors and its operating costs are one tenth the cost of a standard propane or natural gas ice-resurfacer. This vehicle will also result in reduced corporate GHG emissions for Seguin.



## Next Steps

Through community and corporate engagement, GBB staff are working towards completing corporate and community climate action plans for ICECAP's municipal members. Once complete, these plans will then go to each ICECAP member's Council for approval and, once approved, signal the completion of Milestones 2 and 3 of the PCP program. After Council approval, ICECAP members will move into Milestone 4: Implementation of the Local Action Plan.

Shawanaga First Nation and Moose Deer Point First Nation are in the process of implementing and updating their Community Energy Plans. GBB staff are supporting their efforts to find opportunities for emissions reductions, energy savings, and cost-savings.

Alongside this work, the GBB is continually looking for funding opportunities that would further ICECAP member's climate ambitions and pursuing projects that reduce emissions locally and across the region.

New municipal and First Nations members to ICECAP are always welcome, as are community groups, corporations and organizations. Thank you to our current ICECAP members, advisors and our 70+ community partners!

Your ICECAP project team,

## Thank You, Daryle

Recently, Daryle Moffatt stepped away from his appointment as volunteer ICECAP Co-Chair. On behalf of the ICECAP partnership, we want to thank you for your hard work and dedication to ICECAP.

You have been a vocal champion of the values and objectives of ICECAP and in sharing the value of collaboration across the region. We are extremely grateful for your guidance, contributions, and support.

Thank you, Daryle!

Dr. Rebecca Pollock  
Executive Director

David Bywater  
Director of Lands  
& Waters Programs

Benjamin John  
Climate & Energy  
Programs Manager

Aliena Hoskins  
Sustainable  
Communities  
Coordinator

Forrest Pengra  
ICECAP Co-Chair





**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**January 24, 2023**

Mayor Moore called the meeting to order at 4:29 p.m.

**ROLL CALL**

Mayor Moore took Roll Call.

**Present:** Mayor David Moore  
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak  
**Staff:** Deputy Clerk/Planning Assistant, Karlee Britton  
Clerk, Ina Watkinson

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

There were no conflicts of interest declared.

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

**23-64** **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 presented.

**Carried**

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

**23-65** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Municipal Act, S.O. 2001, as amended, move into closed session at 4:30 p.m. to discuss the following items;

- 5.1 Minutes of the Closed Sessions of Council
- 5.2 Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; pursuant to Ontario Municipal Act, Section 239(2)(e) – matters subject to solicitor/client privileges.
- 5.3 Personal matters about an identifiable individual, including Municipal or local board employees, pursuant to Ontario Municipal Act, Section 239(2)(b) – Staffing
- 5.4 Proposed or pending acquisition or disposition of land for municipal or local board purposes pursuant to Ontario Municipal Act, Sec. 239(2)(c) – proposed acquisition

**Carried**

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

**23-66** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into open session of Council at 5:32 p.m.

**Carried**

**RECESS FOR COMMITTEE OF ADJUSTMENT MEETING 5:30 P.M. TO 6:30 P.M.**

Mayor Moore called the meeting to order at 6:29 p.m.

**ROLL CALL**



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

### Council Meeting Minutes

January 24, 2023

Mayor Moore took Roll Call.

**Present:** Mayor David Moore  
Councillors Morley Haskim, Mike Kekkonen, Nick Ryeland, Debbie Zulak  
**Staff:** Deputy Clerk/Planning Assistant, Karlee Britton  
Director of Operations, Greg Gostick

### RESPECT AND ACKNOWLEDGEMENT DECLARATION

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Anishnaabe and the Mississauga People.

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

There were no conflicts of interest declared.

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

**23-67** **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 January 24, 2023.

**Carried**

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

**23-68** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the deputation from Chris McDonald, Executive Director of the Parry Sound Area Chamber of Commerce.

**Carried**

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

**23-69** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby move into Committee of the Whole at 6:44 p.m. to discuss the proposed four way stop at the intersection of Hurdville Road and Blackwater Road.

**Carried**

### COMMITTEE OF THE WHOLE

Reg Moore spoke in favour of installing 2 stop signs at the intersection of Hurdville Road and Blackwater Road. Reg commented on sizing of the signs for visibility.

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

**23-70** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby rise and report from Committee of the Whole at 6:58 p.m. and reconvene into open session.

**Carried**

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

**23-71** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes, as amended, of the January 10, 2023 Regular Meeting of Council; and the Minutes of the January 17, 2023, Special Meeting of Council; as circulated.

**Carried**



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**January 24, 2023**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-72**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the application to create three new rural residential lots as applied for by Joseph Jamieson in the Consent Application No. B56/2022 (McK) together with a right of way subject to the following conditions:

1.      Rezoning the lands proposed to be severed to Rural Residential (RR);
2.      Conveying the 20 meter road allowance that incorporates Grey Owl Road through the subject lands;
3.      Payment of a fee in lieu of parkland dedication in accordance with the Township fee By-law;
4.      911 addressing (at the time of an entrance or building permit application);
5.      Payment of any applicable planning fees;
6.      Verification from the Director of Operations that each new lot can accommodate an entrance.

**Deferred**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-73**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby direct staff to contact the Parry Sound Area Planning Board to complete a thorough review of the application B56/2022 (McK) before the application be approved to address concerns of zoning, number of severed lots and rights of way; and further that the Planning Board defer this application until a review is completed.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-74**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report FD-2023-01 Month and Year End Status Update – December 2022 from Fire Chief Robert Morrison for information purposes.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

**23-75**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive By-law Activities Report for 2022 from By-law Enforcement Officer, Chris Everitt for information purposes; and further that the By-law Enforcement Officer provide monthly updates to Council to include addresses, fines/charges laid, repeat offenders, actions taken and to show trends over multiple years.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

**23-76**      **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report T-2023-01 Update on Upgrade of the Craigmore Subdivision Roads from Treasurer, Roshan Kantiya for information purposes.

**Carried**





**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**January 24, 2023**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

- 23-77** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report T-2023-02 Tax Arrears Status as of December 31, 2022 from Treasurer, Roshan Kantiya for information purposes.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

- 23-78** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the advertisement and registration form for the Federation of Northern Ontario Municipalities 2023 Conference hosted by the Town of Parry Sound and hereby authorize the following persons to attend: Clerk/ Administrator, Ina Watkinson;

**Defeated**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

- 23-79** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the email dated January 10, 2023 and attached letter addressed to Lynn Gregory, Chairperson of the Board of Management for Belvedere Heights from resident Pauline Hind regarding Life Lease Owners.

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

- 23-80** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Municipality of Whitestone Resolution 2023-025 to support McDougall Councillor Joel Constable as a Municipal Representative to the Parry Sound District Social Services Administration Board for the 2022 to 2026 term of Council.

**Carried**

**Moved by: Councillor Ryeland**

**Seconded by: Councillor Haskim**

- 23-81** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Municipality of Whitestone Resolution 2023-024 to support McKellar Councillor Debbie Zulak as a Municipal Representative to the District of Parry Sound Municipal Association for the 2022 to 2026 term of Council to represent the Township of Carling, the Municipality of McDougall, the Township of McKellar and the Municipality of Whitestone (Ward 3).

**Carried**

**Moved by: Councillor Haskim**

**Seconded by: Councillor Ryeland**

- 23-82** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Municipality of Whitestone Resolution 2023-023 to support McKellar Councillor Debbie Zulak as the Municipal Representative to the Board of Management for Belvedere Heights Home of the Aged for the 2022 to 2026 term of Council to represent the Township of McKellar, the Municipality of Whitestone, and the Township of McMurrich/Monteith (Area 4).

**Carried**



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

### Council Meeting Minutes

January 24, 2023

Moved by: Councillor Haskim

Seconded by: Councillor Ryeland

- 23-83** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the Town of Parry Sound letter dated January 6, 2023 to advise Carling, McDougall, Whitestone and McKellar of nominations for the EMS Advisory Committee.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

- 23-84** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the Township of the Archipelago Resolutions 22-162, 22-163, 22-164, 22-166 and 22-167 to notify surrounding Municipalities of their Board and Committee appointments, for information purposes.

Carried

Moved by: Councillor Ryeland

Seconded by: Councillor Haskim

- 23-85** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the letter dated January 16, 2023 from Reg Moore requesting Council to pass a Resolution to require the Parry Sound Area Planning Board to add the passing of a deeming By-law as a condition for all future consents where properties are included in a plan of subdivision that is a minimum of 8 years old.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-86** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby appoint Mayor David Moore to be the Council representative on the West Parry Sound Economic Development Collaborative.

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-87** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby support Whitestone Councillor Janice Bray as a Municipal Representative to the Parry Sound District Social Services Administration Board for the 2022 to 2026 term of Council to represent the Township of Carling, the Municipality of McDougall, the Municipality of Whitestone and the Township of McKellar (Area 3).

Carried

Moved by: Councillor Zulak

Seconded by: Councillor Kekkonen

- 23-88** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby support Councillor Nick Ryeland as a Municipal Representative to the EMS Advisory Committee for the 2022 to 2026 term of Council to represent the Township of Carling, the Municipality of McDougall, the Municipality of Whitestone and the Township of McKellar.

Carried

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

- 23-89** BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby permit 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; and



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

**Council Meeting Minutes**

**January 24, 2023**

**FURTHER IT BE RESOLVED THAT** any charges for use of the hall be refunded, retroactive to January 10, 2023.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-90** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby authorize Deputy Clerk/Planning Assistant, Karlee Britton to attend the AMCTO Annual Conference to be held June 11th to 14th, 2023 in Niagara Falls; and **FURTHER BE IT RESOLVED THAT** that all applicable expenses incurred are to be paid by the Township.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-91** **WHEREAS** the Township has accepted rezoning applications as a condition of a Consent Application with the Parry Sound Area Planning Board; and **WHEREAS** applications with subject lands apart of a Plan of Subdivision, older than 8 years, have not had a deeming By-law passed as a part of their application with the Planning Board; and **WHEREAS** this is delaying applications and not making the process run as efficiently as it could; **NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby notify the Parry Sound Area Planning Board that deeming By-laws must be passed at the Consent Application stage for any lands that are a part of a Plan of Subdivision within the Township of McKellar.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-92** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar instruct the Clerk/Administrator or designate to advertise the RFP for a forensic audit of the Township's financial records for the past four years, specifically from year ending December 31, 2019, to year ending December 31, 2022; and **FURTHER BE IT RESOLVED THAT** Resolution No. 22-537 which was passed at the December 6, 2022, regular meeting of Council, be hereby rescinded.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-93** **WHEREAS** Section 34(10.4) of the Planning Act requires that Councils are to determine whether any rezoning applications may be deemed complete; **NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby rescind Resolution No. 20-388 which was passed at the October 13, 2020, regular meeting of Council, wherein the authority to deem rezoning applications complete was delegated to the Clerk and to the Chief Building Official; **AND FURTHER BE IT RESOLVED THAT** the Council, by Resolution, will determine the completeness of a rezoning application after having received an administrative report that evidences said completeness.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-94** **WHEREAS** the original intent and design of the washroom located just outside the Township Office proper was for public use, including library patrons and attendees at Council meetings, not just Staff;



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

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**NOW THEREFORE BE IT RESOLVED THAT** Staff be instructed to ensure that said washroom facilities are always unlocked and open to the public.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-95** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar instruct Staff to contact the Township's solicitor to ascertain the approximate costs and timeline involved in preparing a waiver agreement or encroachment agreement to be signed by Lakeshore Road property owners who may be using Township property for personal purposes.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-96** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby authorize the Township's Information Technology (IT) Coordinator to purchase four (4) laptops; one for the Municipal Office to facilitate Zoom; one for the Community Centre to be used only when requested; one for Director of Operations, Greg Gostick and; one for Deputy Clerk/Planning Assistant, Karlee Britton.

**Carried**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-97** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-11, being a By-law to amend By-law 95-12 (the Zoning By-law) with respect to lands legally described as PCL 17981 SEC SS; LT 32 PL M142; McKellar (Municipally Addressed as 1 Islandview Drive) (Reed), a First and Second reading; and  
Further Read a Third time and Passed in Open Council this 24th day of January, 2023; and  
Further that all other applicable sections of By-law 95-12, as amended, must be complied with.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-98** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-12, being a By-law to amend By-law 95-12 (the Zoning By-law) with respect to lands legally described as PCL 17978 SEC SS; LT 56 PL M142; LT 57 PL M142; LT 58 PL M142 EXCEPT PT 2, 42R11713; McKellar (LeBlanc), a First and Second reading; and  
Further Read a Third time and Passed in Open Council this 24<sup>th</sup> day of January, 2023.

**Deferred**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-99** **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar extend the meeting curfew by one hour to 11:00 p.m.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-100** **WHEREAS** By-law 2023-08, the Procedural By-law was Read a First and Second time in Open Council on the 10th Day of January, 2023;





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**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-08, the Procedural By-law, a Third reading and have it Passed in Open Council this 24th day of January 2023.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-101 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-13, being a By-law to levy certain interim rates, taxes and charges for the Year 2023, a First and Second reading; and Further Read a Third time and Passed in Open Council this 24th day of January, 2023.

**Deferred**

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-102 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-14, being a By-law to amend By-law 2020-28, being a By-law to Regulate Parking, a First and Second reading; and Further Read a Third time and Passed in Open Council this 24th day of January, 2023.

**Carried**

Greg Gostick left the meeting.

**Moved by: Councillor Kekkonen**

**Seconded by: Councillor Zulak**

**23-103 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law 2023-15, being a By-law to amend Schedule 'A', as amended, of By-law 2011-21, a First and Second reading; and Further Read a Third time and Passed in Open Council this 24th day of January, 2023.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-104 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby direct staff to contact the Belvedere Heights Board of Management to request an in-person deputation to Council as soon as possible at a regular scheduled open meeting of Council.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-105 WHEREAS** the Council of the Corporation of the Township of McKellar passed Resolution No. 23-38 at the January 10, 2023, regular meeting of Council wherein the Clerk/Administrator and/or Council Designate was authorized to contact Aird & Berlis LLP and Loopstra Nixon LLP, as suggested by the Township's solicitor, to provide a quotation and timeline for a review of the West Parry Sound Recreation and Cultural Centre Joint Municipal Service Board Agreement;  
**AND WHEREAS** both firms have replied to the request for a quotation;  
**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby employ the services of the firm, Aird & Berlis LLP, at a cost of approximately \$2,500.00 to conduct the review of the Agreement, specifically in relation to the Township's financial commitments, other responsibilities and the extent of said commitments or obligations moving forward;



**CORPORATION OF THE TOWNSHIP OF MCKELLAR**

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**AND FURTHER BE IT RESOLVED THAT** the Mayor be authorized as the lead contact to forward a series of questions relative to the Agreement to the solicitors to aid in a focus for the review.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-106 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the consent agenda for correspondence.

**Carried**

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

There were no questions.

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-107 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2023-16, 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 24<sup>th</sup> day of January, 2023.

**Carried**

**Moved by: Councillor Zulak**

**Seconded by: Councillor Kekkonen**

**23-108 BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 10:44 p.m. to meet again on February 7, 2023, or at the call of the Mayor.

**Carried**

---

David Moore, Mayor

---

Karlee Britton, Deputy Clerk



**J.L. Richards  
& Associates Limited**  
501-555 Oak Street E  
North Bay, ON Canada  
P1B 8E3  
705 495 7597  
[www.jlrichards.ca](http://www.jlrichards.ca)

January 27, 2023  
Our File No.: 31960-000(12)

**VIA: E-MAIL** [deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca)

Karlee Britton  
Deputy Clerk / Planning Assistant  
Township of McKellar  
PO Box 69  
701 Highway 124  
McKellar, Ontario P0G 1C0

Dear Mayor Moore and Members of Council:

**Re: Resolution No. 23-93**

On January 24, 2023, Council passed Resolution No. 23-93, which resolves that the Council, by Resolution, will determine the completeness of a rezoning application after having received an administrative report that evidences said completeness.

As the Township of McKellar's planning consultants, we are happy to accommodate the request for an administrative report to accompany the receipt of a rezoning application which evidences its completeness, although this is not a standard practice. Please note that the additional report would be billed at the applicable hourly rate plus 5% disbursements as outlined in the fee proposal dated July 4, 2022.

In passing Resolution 23-93, there are several matters regarding legislative timelines established by the *Planning Act*, R.S.O. 1990, c. P.13 ("the Act") that Council should consider, including legislative timelines for deeming an application complete, and at such time when the *More Homes for Everyone Act*, 2022 comes into force, the requirement for municipalities to refund application fees should a decision not be made within the legislative timelines.

For example, for zoning by-law amendments, section 34(10.4) of the Act states that within 30 days after the person or public body that makes the application for an amendment to a by-law pays any fee under section 69, the council shall notify the person or public body that the information and material required under subsection (10.1) and (10.2), if any, have been provided, or that they have not been provided, as the case may be. It should be noted that the legislative timeline referred to in section 34(10.4) of the Act begins upon the receipt of the application and required fees, and not on the day an application is determined to be complete by staff or Council.

If the council does not give any notice under subsection (10.4), the applicant may make a motion under subsection (10.5) at any time after the 30-day period described in subsection (10.4) has elapsed for directions to have the Ontario Land Tribunal decide (a) whether the information and material have in fact been provided, or (b) whether a requirement made under subsection (10.2) is reasonable.



Karlee Britton, Township of McKellar

Furthermore, Section 34(11) of the Planning Act provides that where Council fails to make a decision on a zoning by-law amendment within 90 days after the receipt by the clerk of the application, the applicant may appeal the lack of a decision to the Ontario Land Tribunal.

With the introduction of the *More Homes for Everyone Act*, the municipality shall refund any fee paid in respect of the application in accordance with the following rules:

1. If the municipality fails to make a decision on the application within 90 days after the receipt by the clerk of the municipality, the municipality shall refund 50 percent of the fee;
2. If the municipality fails to make a decision on the application within 150 days after the receipt by the clerk of the municipality, the municipality shall refund 75 percent of the fee;
3. If the municipality fails to make a decision on the application within 210 days after the receipt by the clerk of the municipality, the municipality shall refund all of the fee.

It should be noted that the required refund of application fees if a decision is not made within the timelines described above will not take effect until July 1, 2023.

As per Section 34 (10.3) of the Act, the 90-day timeframe for non-decision appeals and mandatory refunds does not begin until Council has “received” a complete application. As noted above, the complete date is the date that all of the information required in the Official Plan and as prescribed in the Act, including the fee, is *received* by the Clerk (not the date that Council or Staff determines that the application is complete).

To summarize, any delay of Council’s decision regarding the completeness of an application may hinder staff’s ability to complete a review of the application within the legislative timelines established by the Act.

One means of increasing the likelihood that that a decision on a rezoning application can be made by Council within the legislative timelines could be the establishment of a mandatory pre-consultation process for all rezoning applications. With such a process in place, applicants would be required to participate in a pre-consultation meeting with Planning staff before submitting an application, where the applicant would be advised of all materials required for a complete application. Establishing such a process would help to ensure that applicants are well prepared when submitting an application and increase the likelihood that when an application is received, it is complete. Since the timelines for decision-making are based on the receipt of a complete application and not on when the application is determined to be complete, this would give Planning staff and Council the best chance of making an informed decision on the application within the timelines established by the Act.

Section 34(10.01) and (10.2) of the Act give Council the authority to enact a by-law to require applicants to consult with the municipality before submitting rezoning applications, if the official plan contains policies to require mandatory pre-consultation. As the Official Plan for the Township of McKellar does not currently have policies enabling mandatory pre-consultations, an Official Plan Amendment to establish such a policy would be the first step to enacting a mandatory pre-consultation by-law.

We are happy to further discuss this matter, should you have additional questions or comments.

January 27, 2023  
Our File No.: 31960-000(12)

-3-

**J.L.Richards**  
ENGINEERS · ARCHITECTS · PLANNERS

Karlee Britton, Township of McKellar

Yours very truly,

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Rebecca Elphick, M.PI  
Planner

Reviewed by:



David Welwood, MES (Planning), RPP, MCIP  
Planner

RE:dw



## CORPORATION OF THE TOWNSHIP OF MCKELLAR

DATE: January 24, 2023

RESOLUTION No. 23-93  
AGENDA ITEM No. 20.8.

Moved by: Debbie Zulak

Seconded by: Mike Kekkonen

**WHEREAS** Section 34(10.4) of the Planning Act requires that Councils are to determine whether any rezoning applications may be deemed complete;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby rescind Resolution No. 20-388 which was passed at the October 13, 2020, regular meeting of Council, wherein the authority to deem rezoning applications complete was delegated to the Clerk and to the Chief Building Official;

**AND FURTHER BE IT RESOLVED THAT** the Council, by Resolution, will determine the completeness of a rezoning application after having received an administrative report that evidences said completeness.

Carried ✓      Defeated             Deferred       

David Moore  
David Moore, Mayor

### DIVISION VOTE

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

# CORPORATION OF THE TOWNSHIP OF MCKELLAR

## BY-LAW NO. 2023-XX

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**Being a By-law to require applicants for official plan and zoning amendments, plans of subdivision, and site plan approval to attend a pre-consultation meeting with the Municipality before submission of their application.**

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**WHEREAS** sections 22(3.1), 34 (10.0.1), 41(3.1), and 51(16.1) of the Planning Act, R.S.O. 1990, c.P.13 as amended, provide that the Council of the local Municipality may, by By-law, require that applicants consult with the Municipality prior to submitting applications for an official plan or zoning by-law amendments, approval of a plan of subdivision, and site plan approval;

**WHEREAS** the Township of McKellar deems this pre-consultation process necessary for the intention of benefiting applicants in determining and fulfilling submission requirements;

**AND WHEREAS** the alterations to the Planning Act, R.S.O. 1990, c.P.13 as amended, make pre-consultation a more important and essential component of the application review and approvals process;

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

### DEFINITIONS

1) In this By-law:

"Municipality" means the Corporation of the Township of McKellar

"Pre-consultation Meeting" means a Municipal process for fulfilling the consultation requirements set out in the Planning Act, R.S.O. 1990, c.P.13 as amended, in sections 22(3.1), 34 (10.0.1), 41(3.1), and 51(16.1).

"Act" means the Planning Act, R.S.O. 1990, c.P.13 as amended from time to time.

### GEOGRAPHICAL LOCATION

2) This By-law shall apply to all lands within the Township of McKellar.

### PRE-CONSULTATION REQUIREMENT

3) Prior to the submission of an application for an amendment to the Municipality's official plan or zoning by-law, an application for approval of a plan of subdivision, and an application for site plan approval, The applicant shall complete the 'Planning Consultation Form' (Schedule 1) and return to the Municipality.

4) The applicant shall attend a scheduled pre-consultation meeting with Municipal staff and/or Municipal Planner.

5) Failure to fulfill the requirement to attend a pre-consultation meeting shall result in the municipality refusing to accept the application.

6) Pre-consultation meetings shall be subject to a fee of \$\_\_\_\_\_.

**READ** a **FIRST** and **SECOND** time this <sup>th</sup> day of , 2023.

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

\_\_\_\_\_  
Ina Watkinson, Clerk / Administrator

**READ** a **THIRD** time and **PASSED** in **OPEN COUNCIL** this <sup>th</sup> day of , 2023.

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

\_\_\_\_\_  
Ina Watkinson, Clerk / Administrator



# CORPORATION OF THE TOWNSHIP OF MCKELLAR

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## Schedule 1 to By-law 2023-\*\* PLANNING CONSULTATION FORM

The purpose of this Pre-Consultation Form is to identify the information required to commence processing of this development application, as well as any information required during the processing of the application. Pre-consultation does not imply or suggest any decision whatsoever on behalf of staff or the Township of McKellar to either support or refuse the application.

This information expires 90 days from the date of signing or at the discretion of the Township. In the event this Pre-Consultation Form expires prior to the application being accepted by the Township, another pre-consultation may be required.

An application submitted without the information identified in this Pre-Consultation Agreement may be recommended for refusal based on insufficient information to properly evaluate the application.

### **Acknowledgement of Public Information:**

The applicant acknowledges that the Township considers the application form and all supporting materials, including studies and drawings, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Township photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant.

The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement.

### **Subject Lands**

Civic Address or Legal Land Description: \_\_\_\_\_

Current Official Plan Designations (if applicable): \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Frontage (m) : \_\_\_\_\_ Depth (m) : \_\_\_\_\_ Area (ha) : \_\_\_\_\_

### **Contact Information**

Registered Owners: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Email: \_\_\_\_\_

Agent: \_\_\_\_\_ Primary Contact: YES / NO

Business Name (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Email: \_\_\_\_\_



# CORPORATION OF THE TOWNSHIP OF MCKELLAR

**Application Type:** \_\_\_\_\_

(Zoning By-law Amendment, Minor Variance, Official Plan Amendment, Site Plan Approval, Plan of Subdivision)

Please provide a brief description of the proposed development:

A map or site plan is attached to this form: YES / NO

## **Fees Required**

Application	Fee	Deposit	Estimated Max. Upset per Application (RPP Fees)
Pre-Consultation Application	\$200.00	N/A	\$500.00
Zoning By-law Amendment	\$1,500.00	\$1,000.00	\$2,000.00
Minor Variance	\$750.00	\$500.00	\$1,000.00
Official Plan Amendment	\$2,000.00	\$1,000.00	\$2,500.00
Site Plan Approval (Residential)	\$300.00	\$500.00	Effort Varies, see hourly rates below.
Site Plan Approval (Commercial)	\$750.00	\$500.00	
Plan of Subdivision	2% of appraised value		
Deem Lots By-law	\$300.00	\$500.00	\$800.00

## **Additional Costs**

Any additional costs incurred by the Township such as consultation with a solicitor or planning consultant, are the responsibility of the applicant. If costs exceed the deposit, the applicant will be asked for a further deposit before work continues on the application.

The Township has retained a Registered Professional Planner (RPP) to complete Planning Applications. Hourly rates vary depending on the competency of the team member and range from \$125.00 to \$230.00/hr.





# CORPORATION OF THE TOWNSHIP OF MCKELLAR

## Required Information

To deem an application complete, there may be additional information required from other agencies. Please see Appendix 1 for details on reports, studies and plans named below.

Report/ Study/ Plan	Required	
	At Application	During Process
Planning Justification Report		
Site Evaluation Report		
Conceptual Site Plan Layout		
Storm Water/ Functional Drainage Report		
File Review (NB Mattawa Conservation Authority)		
Water & Waste Water Servicing Report		
Tree Preservation Study		
Entrance / Access Approval		
Traffic / Transportation Impact Study		
Hydrogeology Study		
Agricultural Impact Study		
Market Impact Study		
Financial Impact Study		
Environmental Impact Study (Full Scoped)		
Noise and Vibration Study		
Phase 1 Environmental Site Assessment		
Phase 2 Environmental Site Assessment / Record of Site Condition Report		
Land Use Compatibility Study		
Archaeological Report		
Other – Specify:		

It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the processing of the application. There may also be financial requirements arising from the application, including, but not limited to parkland dedication, peer review costs, payment of outstanding property taxes, legal, planning or engineering costs, or reimbursement for road widening acquisition or road improvements.

## Signatures

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Staff: \_\_\_\_\_ Date: \_\_\_\_\_



# CORPORATION OF THE TOWNSHIP OF MCKELLAR

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## Appendix 1 – Requirements for Reports, Studies and Plans

### Planning Justification Report

The goal of a Planning Justification Report is to provide a background context, an overview of the purpose and effect of an application, and establish a professional planning rationale for the application by demonstrating how a proposal conforms to applicable planning policy documents and good planning principles. Reports are expected to vary widely in content and detail according to the nature and complexity of the application; however, all reports must include the following general sections:

- Introduction
- Site Context
- Description of Proposal
- Policy and Planning Analysis
- Summary/Conclusion
- Appendices/Maps/Plans

All reports must indicate the author of the report, and should be signed by a Registered Professional Planner (RPP) or a Certified Planning Technician (CPT).

### Site Evaluation Report

Required for all applications for shoreline infill and residential development, as well as waterfront rezoning applications at the discretion of the Township. The Site Evaluation Report shall include, at a minimum, the following:

- i) Sufficient information about the nature of the land, the development proposal, and the site's context in the lake system;
- ii) Site specific information such as a description of the land, site location, slope analysis, soil characteristics (depths, content, size), ground water flow, vegetation, drainage, erosion and flooding characteristics;
- iii) Description of the regional context of the site, detailing the lake ecosystem, surrounding land use and environment;
- iv) Environmentally sensitive areas shall be identified and analyzed, including wetlands, significant fish habitat, wildlife habitat, and species at risk;
- v) Potential impacts of the development on lake water quality, storm water quality and quantity, erosion, vegetation, habitat shoreline visual/aesthetic concerns should be identified;
- vi) The Site Evaluation Report shall assess the constraints and impacts of development and address if the constraints and impacts can be managed or mitigated effectively through the utilization of appropriate development control techniques;
- vii) The report shall also address the appropriateness of the proposed development and its ability to satisfy the principles and goals of this Plan in accordance with the policies of this Plan
- viii) The recommendations of the Site Evaluation Report will be required to be implemented through a zoning by-law amendment and/or a Section 51 (26) agreement, site plan agreement, or a development permit.

### Conceptual Site Plan Layout

General plan required showing proposed building envelopes, driveways, parking and landscape areas, and overall development concept.

### Storm Water/Functional Drainage Report

Required for applications in accordance with Part the Official Plan at the discretion of the Township.

### File Review – North Bay Mattawa Conservation Authority

The NBMCA On-site Sewage System File Review Guide provides a quick overview of the requirements for constructing a new or replacement on-site Wastewater (Septic) Treatment Facilities in accordance with the Ontario Building Code. For existing systems, evaluations are done to determine the location, size of all components and current functioning status as well as their suitability to support additional wastewater loads.



# CORPORATION OF THE TOWNSHIP OF MCKELLAR

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## **Water & Waste Water Servicing Report**

Required for all applications in settlement areas in accordance with the Official Plan and where lot sizes are less than 1.0 hectare or communal servicing is proposed.

## **Tree Inventory and Preservation Study**

Required when a property under application proposes shoreline development within the required front yard. A tree survey must be prepared by a qualified professional, identifying all existing trees, type, size and condition, those trees proposed to be removed and retained, and the methods to be used to ensure preservation of those trees to be retained.

## **Entrance/Access Approval**

Required to consult with the Township's Director of Operations on all applications proposing access to a Municipal road.

## **Traffic/Transportation Impact Study**

Required for applications as determined by the Public Works Department. For provincial highways contact the Ministry of Transportation.

## **Hydrogeology Study**

- a. Hydrogeological Study supporting lot sizes of less than 1.0 hectares shall be required where the proposed water supply will be from a domestic well. A study is not required if the proposed water supply will be from treated lake source water.
- b. Prior to the approval of any development application for three or more residential units or industrial and commercial developments, a Hydrogeological Study shall be prepared and submitted and have demonstrated that:
  - i) the sewage systems will operate satisfactorily with no impact on water quality; and,
  - ii) the wells will provide sufficient quantity and quality of potable water without impacting adjacent wells.

## **Agricultural Impact Assessment Report**

Required for applications proposing new livestock facilities or new development adjacent to existing livestock operations.

## **Market Impact Study**

Required for commercial applications at the discretion of the Township. These studies must identify the primary trade area, and where this area may extend into other local municipalities, the Township will consult with the affected local municipalities. These studies will be evaluated by the Township on the basis of a peer review to be undertaken at the applicant's expense.

## **Financial Impact Study**

Required for applications at the discretion of the Township.

## **Flood Line Study**

Required for applications on any property containing or abutting a creek or river feature or an uncontrolled lake water level. Surveyed flood line shall be incorporated into the applicant's subdivision or concept plan.

## **Environmental Impact Study**

Required for applications as set out in the Township's Official Plan.

## **Noise and Vibration Study**

Required for all properties abutting provincial roads and railroads or static noise. Sources at the discretion of the Township.



# CORPORATION OF THE TOWNSHIP OF MCKELLAR

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## **Phase I Environmental Site Assessment**

Required for all applications with a history of commercial or industrial use.

## **Phase II Environmental Site Assessment/Record of Site Condition Report**

Required when the Phase I site assessment identifies the possibility of site contamination.

## **Land Use Compatibility Study**

Required for applications on or within 500 metres of all landfill sites (active or closed.) Study requirements should be obtained from the Township. Required for applications proposing sensitive land uses in proximity to existing industrial uses, or proposing industrial uses in proximity to existing sensitive uses, in accordance with the Official Plan, and the Ministry of the Environment D-6 series guidelines.

## **Archaeological Report**

Required for all applications in or near areas of archaeological potential. Reports must be completed in accordance with Provincial requirements.

## **Other**

Any other studies as determined to be necessary to facilitate proper consideration of the application.

## TOWNSHIP OF McKELLAR RECREATION COMMITTEE – MINUTES

JANUARY 26, 2023, 3:30 p.m.  
McKellar Community Centre

PRESENT: Joyce Hopkins, Mel Hammond, Morley Haskim, Dinah Ryeland Brown, Phil Jefkins,  
Judy Ryeland

REGRETS: Linda Fillion, Rick Brear

VISITORS: None

CALLED TO ORDER: 3:35 p.m.

APPROVAL OF THE MINUTES: Moved by Dinah Ryeland Brown and seconded by Judy Ryeland that the Recreation Committee of the Township of McKellar does hereby accept the minutes of the December 8, 2022, meeting. Motion Carried (23-01).

APPROVAL OF THE AGENDA: Moved by Mel Hammond and seconded by Dinah Ryeland Brown that the Recreation Committee of the Township of McKellar does hereby accept the agenda for the January 26, 2023, meeting. Motion Carried (23-02).

DECLARATION OF CONFLICT OF INTEREST: None

VISITOR: None

CORRESPONDENCE RECEIVED:

Phil received correspondence from Gerald Dennis stating that he enjoyed Pickleball at the Community Centre. The quality of the play was welcomed.

REPORTS OF MEMBERS:

1. Tai Chi – Patti Eaton is running beginners Tai Chi until the end of February, 9:30-10:30 a.m. on Fridays. Regular Tai Chi is also running as well from 10:00-11:00.
2. Indoor Pickleball – Phil reported that Pickleball is going very good with an average attendance of nearly 16 participants.
3. Badminton – This activity continues to improve from after the pandemic with attendance growing now to 12-14 participants.
4. Christmas Event/ Movie – This event was well attended, and the format worked well with everyone enjoying the event.
5. Ping Pong Table – Ping Pong is now available to be played as a back-up activity.
6. Events Parking – Judy completed and handed out to the Committee a draft of a McKellar Recreation Committee vehicle count entry form. A couple of changes were made, and approval was given to submit the completed form to Karlee as requested.

SEE PAGE 2

MOTIONS ARISING FROM REPORTS: None

NEW BUSINESS:

Appointment of a Vice-Chairperson: Moved by Phil Jeffkins and seconded by Judy Ryeland that the Recreation Committee of the Township of McKellar does hereby appoint Dinah Ryeland Brown as Vice- Chairperson of the McKellar Recreation Committee. Motion Carried (23-03).

Movie Nights- Will continue the 1<sup>st</sup> and 3rd Friday nights into the new year. February movies will be - Feb. 3- See How They Run, Feb. 17 – Banshees of Inisherin.

5<sup>th</sup> Annual Kids Ice Fish and Fun Day: will be held on Saturday, February 18, 11:00 a.m.- 2:00 p.m. Barbecue food will be available. Volunteers are to be contacted to help with fishing and barbecue. Morley will send a Volunteer Worksheet out to members prior to the event.

Saint Patrick Day Dance – This event is on Friday, March 17, 8:00 p.m. and will be a McKellar 150<sup>th</sup> celebration event. 125 tickets will be sold, and they are \$15.00 each. Jimmy will supply food and the Legion will manage the bar.

Murder Mystery Night - Phil has spoken with Laurie McRae-Bingley of Murder on the Funny Side Theatre Productions. With a deposit they can be booked for a show at the Community Centre on Saturday, August 19. The show will be a made for McKellar show and called Murder on the 19<sup>th</sup> Hole, because of the Ridge at Manitou Golf Course. The cost for the show will be \$1900.00 with a \$500.00 deposit. The Committee feels this would be a great event and will be cost recoverable with admission.

Ribfest – This event is being planned for Sunday, July 9<sup>th</sup> at the Community Centre. The 150<sup>th</sup> Committee and MLCA are sending out an invitation to our Recreation Committee to put a team in for the competition of best ribs.

MOTION ARISING FROM NEW BUSINESS: Moved by Mel Hammond and seconded by Judy Ryeland that the Recreation Committee of the Township of McKellar does hereby approve to pay the \$500.00 deposit to Murder on the Funny Side Theatre Productions to confirm their show on Saturday, August 19, to be held at the McKellar Community Centre. Motion Carried (23-04).

NEXT MEETING: February 23, 2023, 3:30 p.m.

ADJOURNMENT: Moved by Phil Jeffkins and seconded by Dinah Ryeland Brown that the Recreation Committee of the Township of McKellar does hereby adjourn at 4:55 p.m. Motion Carried (23-05).





# Township of McKellar

## Staff Report

**Prepared for:** Council

**Department:** Fire Department

**Agenda Date:** February 7, 2023

**Report No:** FD-2023-04

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**Subject:** The adjustment of the MNRF Agreement Area for McKellar

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### Recommendation:

That the Council of the Township of McKellar does hereby agree and accept the adjustment of the MNRF Agreement for the township of McKellar.

### Background:

The Township has had long standing agreements with the MNRF for the suppression of wildfires within a certain area of our boundry. A SWOT analyses of the included area identified significant areas of liability in which the Townships resources are not currently adequately equipt to respond too. In meetings with the MNR representative, an adjustment to the coverage area was identified to maximize the effectiveness of our response, limit our liability, and assume the liability of areas which have improved access since the last adjustment.

The "general" rule of thumb we sought to follow was that area to which we could (with vehicles) get to within 150-200 m of (terrain dependent) would be considered accessible. Areas which are surrounded on all sides by road access and within 150-200 m (terrain dependent) would be considered accessible. And areas within reasonable walking distance (terrain dependant), carrying equipment by hand would be considered accessible.

The Township wishes to assume the area to the north side of Mary Jane Lake, the improvement of Brownley Rd and Little Bear Ln now allow us to access just over 100 more hectares of the township.

The area to the south of Mary Jane Lake will be assumed by the MNR due to distance and lack of access.

The area south and east of McDougall rd and Hurdville rd over to Blackwater will be assumed by the MNR. This is due to the difficulties the terrain presents, distance to roadways, lack of reliable water at that distance.

Left unamended the agreement for 2023 was scheduled to increase 4% to just over \$3000. The amended agreement with the new areas of coverage will cost just over \$4700.

It is the opinion of the Fire Chief that the increase in cost provides the township with effectively an insurance policy against the cost of having to call in the MNRF to respond to a fire within our coverage area. As seen in appendix c (attached) the fees and impact of needing to call in the

MNR can quickly exceed tens of thousands should the area be difficult for us to reach. Should a fire begin in an area that the MNR assumes, and the MNR cannot respond, If McKellar can reach it or it extends into our area, McKellar would then be able to seek remuneration for the response from the province.

It is also of note that 150-200 m (terrain dependant) is the apparent standard to which many of our surrounding townships base their coverage area as well.

**Financial Analysis/Discussion:**

Increased yearly cost

Potential savings in the event of needing the MNR

Potential income should the MNR need our assistance in their assumed area's (new and old)

**Policies Affecting Proposal:**

None


**Conclusion:**

It is the recommendation of the Fire Chief that Council approve the amended MNR agreement done in an effort to minimize township liability in the event of a wildfire.

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**Respectfully submitted by:**

**Reviewed by:**



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Robert Morrison  
Fire Chief/CEMC



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Ina Watkinson  
Clerk/Administrator

Ministry of Natural Resources and Forestry

Derrick Gordon  
Aviation, Forest Fire and  
Emergency Services

6150 Skyline Drive  
Sudbury, ON P3L 1W3  
Tel: 705 564-6000

ministère du des Richesses naturelles et des  
Forêts

Derrick Gordon  
Services d'urgence, d'aviation et de  
lutte contre les feux de forêt

6150, Skyline Drive  
Sudbury, ON P3L 1W3  
Tél. :705 564-6000



December 8<sup>th</sup>, 2022

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

**Attention:** Rob Morrison

Dear Mr. Morrison,

As part of the Municipal Forest Fire Agreement, please find enclosed a copy of the 2023 Comprehensive Protection Charges to Land Types (Appendix 'A'), the 2023 Municipal Fire Agreement Rates (Appendix 'C'), the 2023 Municipal Fire Agreement Cost Report Form (Form 210) and the 2022 Municipal Agreement Fire Summary (Appendix 'G') for the 2022 forest fire season.

The new CPC rate increase for 2023 is 4.0% above the 2022 agreement costs. Starting in 2019 the new CPC rate increase will be based only on the annual CPI "all items" rate increase (capped at 4%). This 4.0% increase is also applied to the "Personnel and Apparatus" rates in Appendix C for 2023.

In 2023:

- **Crown owes the Municipality:      \$0.00**
- (or)
- **Municipality owes the Crown:      \$3,003.97**

If you have questions regarding your Appendix 'A' CPC Costing, the fire agreement or rates established, please contact me by phone at 705-507-2404 or by email at [derrick.gordon@ontario.ca](mailto:derrick.gordon@ontario.ca).

Thank you for your continued cooperation.

Derrick Gordon  
Fire Management Technician  
Sudbury Fire Management Headquarters



## Appendix C

### Municipal Fire Agreement Rates to / from Municipalities Valid for 2023

	Assistance Under Agreement
<p><b>Comprehensive Protection Charges (CPC)</b></p> <p>The new CPC rate system started April 1, 2013</p> <p>CPI rates are capped to a maximum increase of 4%</p> <p><b>CPC Invoices must be sent in after April 1 for the current fire year</b></p>	<p>CPC rates adjustments are applied April 1 of each year.</p> <p>CPC rates increase Sept 2021 – Sept 2022 = 6.7% which is reduced to 4.0%</p> <p>2023 CPC fee = 1.48</p>
<p><b>Ground Suppression Services</b></p> <p>Personnel Units Apparatus Units</p> <p>Personnel and Apparatus Units are annually adjusted by the Consumer Price Index for Ontario (All Products) from the period of September to September. Rates will be updated by Feb. 28 each year.</p>	<ul style="list-style-type: none"> <li>• Flat Rate/False Alarm</li> <li>• \$881.50 per fire or</li> <li>• \$257.87 per half hour (30 min) for each unit;</li> <li>• Personnel Unit = max. 8 staff plus suppression gear</li> <li>• Apparatus Unit = Fire service vehicle with <u>maximum</u> 4 staff, includes suppression gear. Must assign staff to vehicle first before forming personnel units.</li> </ul> <p><b><u>Personnel must be affixed to an Apparatus Unit</u></b> prior to forming personnel units.</p> <p><u>NO</u> charges for helicopter if only used to deliver, pickup or service crews. Helicopter is not an apparatus.</p> <p>Apparatus” means a Fire service vehicle that carries firefighting personnel and/or equipment (includes pumpers, tankers, boats, Fire response vehicles that are designed to carry portable/firefighting equipment).</p>
<b>Air tankers and Birdog</b>	<b>2023 Rates</b>

<p>CL215/415 and Twin Otters</p> <p>Air tanker fees are set annually by the MNRF.</p> <p>Air tanker support charges are only for time over the fire.</p>	<p>CL415 Dispatch Fee = \$2762.83 Hourly rate = \$5,525.65</p> <p>Twin Otter Dispatch Fee = \$1,516.73 Hourly rate = \$3,033.45</p> <p>Birddog Hourly rate = \$2,662.68</p>								
<p><b>Helicopter</b></p> <p>Helicopter rates are set annually by the MNRF Aviation Services.</p> <p>No charge if used just to transport MNRF crews to fire</p> <p>Municipalities that rent aircraft for fire operations must submit rental invoices</p>	<p><b>2023 Helicopters Rates</b></p> <table> <tr> <td>Light</td><td>\$As per invoice</td></tr> <tr> <td>Intermediate</td><td>\$1,442.65 per hour,</td></tr> <tr> <td>Medium</td><td>\$2,731.05 per hour,</td></tr> <tr> <td>Heavy (calculated at time of hire)</td><td>(flying calculated as "time over fire" only)</td></tr> </table> <p>Aircraft rental fees by the Municipality must be supported by the aircraft invoice.</p>	Light	\$As per invoice	Intermediate	\$1,442.65 per hour,	Medium	\$2,731.05 per hour,	Heavy (calculated at time of hire)	(flying calculated as "time over fire" only)
Light	\$As per invoice								
Intermediate	\$1,442.65 per hour,								
Medium	\$2,731.05 per hour,								
Heavy (calculated at time of hire)	(flying calculated as "time over fire" only)								
<p>Section C: Other Expenses Approved in the Suppression Plan</p> <p>All costs must be supported by actual invoices, or fire cost forms by either agency</p> <p>Other Agencies Form 210 Total can be included here on joint operations.</p>	<p>As per approved response plan for a specific fire; the following expenses can be considered;</p> <ul style="list-style-type: none"> <li>• Heavy equipment</li> <li>• Base camp operations and infrastructure support, accommodations</li> <li>• Incident Command Trailers</li> <li>• Support equipment; boats, ATV's, trailers that fall outside normal fire apparatus</li> </ul> <p>Form 210 Part 2</p>								

**Township of McKellar  
Sudbury Fire Management Headquarter  
Area Summary**

**CPC Rate: \$1.48**

<b>CPA</b>	<b>Hectares</b>	<b>Factor</b>	<b>Cost</b>
Patent Land	222.64	1.00	\$329.50
Patent Land, Full Patent	3,219.60	1.00	\$4,765.01
<b>Patented Land</b>	<b>3,442.24</b>		<b>\$5,094.51</b>
Conservation Reserve	2,714.13	0.00	\$0.00
<b>Provincial Parks</b>	<b>2,714.13</b>		<b>\$0.00</b>
Crown Land	3,308.37	0.00	\$0.00
Crown Leased Land, Crown Disposition Land Use Permit	2.04	0.00	\$0.00
Crown Leased Land, Crown Disposition Leases	38.11	0.00	\$0.00
<b>Unalienated Crown Land</b>	<b>3,348.52</b>		<b>\$0.00</b>
Water	513.35	0.00	\$0.00
<b>Water</b>	<b>513.35</b>		<b>\$0.00</b>
<b>Totals</b>	<b>10,018.23 Ha</b>		<b>\$5,094.51</b>

<b>MPA</b>	<b>Hectares</b>	<b>Factor</b>	<b>Cost</b>
Patent Land	404.42	0.00	\$0.00
Patent Land, Full Patent	7,628.74	0.00	\$0.00
Patent Land, Surface Patent	113.41	0.00	\$0.00
<b>Patented Land</b>	<b>8,146.57</b>		<b>\$0.00</b>
Conservation Reserve	27.84	1.00	\$41.20
<b>Provincial Parks</b>	<b>27.84</b>		<b>\$41.20</b>
Crown Land	216.71	1.00	\$320.74
Crown Leased Land, Crown Disposition Land Use Permit	0.54	1.00	\$0.80
<b>Unalienated Crown Land</b>	<b>217.25</b>		<b>\$321.53</b>
Water	1,651.30	0.00	\$0.00
<b>Water</b>	<b>1,651.30</b>		<b>\$0.00</b>
<b>Totals</b>	<b>10,042.96 Ha</b>		<b>\$362.73</b>

**Total Municipality Size**

**20,061.20 Ha**

**Municipality Owes the Crown \$4,731.78**





Township of McKellar  
Fire Management Agreement  
Sudbury Fire Management  
Headquarters



Date: January 4, 2023

**Municipal Agreement Area**  
**Fire Management Agreement Area**  
**Protection Type**

-  Crown Protection Area
-  Federal Protection Area
-  Municipal Protection Area
-  Northern Fire Protection Area
-  Community Protection Zone
-  No Agreement

- Cities
- Communities
-  Hydro Line
-  Natural Gas Pipeline
-  Operational
-  Road
-  Townships
-  Agreement Forest
-  Ohn Watercourse
-  Ohn Waterbody
-  Prov Park Regulated
-  Indian Reserve
-  Conservation Reserve
-  Federal Land Other
-  Patent Land
-  CI Patent Land
-  CL Non Freehold Disposition
-  Crown Game Preserve

These area totals are preliminary and may not represent the official area calculations.

Notes / Notes

Data Source: NEVUS (Natural Resources Values Information System), Ministry of Natural Resources Administrative District data, data collected from land, historical fire information provided by interested parties, reports prepared by population and data provided by other sources.

North American Datum 1983, UTM 17

This map is illustrative only. Do not rely on it as being a precise indicator of nature, location of nature, nor as a guide to navigation.

This map may contain cartographic errors or omissions.

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