

CORPORATION OF THE TOWNSHIP OF MCKELLAR

July 15, 2025 – 6:30 p.m.

AGENDA

Topic: Regular Meeting of Council

Time: July 15, 2025, 6:30 P.M. [Closed Session beginning at 5:30 p.m.]

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

Join Zoom Meeting

<https://us06web.zoom.us/j/89714949417>

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

25-298
2025-37

1st Resolution
1st By-law

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
- 4. ADOPTION OF AGENDA**
- 5. CLOSED SESSION**

5.1 Minutes of Closed Session - July 2, 2025

5.2 Litigation or potential litigation; pursuant to Ontario Municipal Act Section 239(2)(e) - Hurdville Road Construction tendering process and the potential legal implications of awarding or not awarding a specific contract.

- 6. CALL TO ORDER**
- 7. RESPECT AND ACKNOWLEDGMENT DECLARATION**

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

8. **ROLL CALL - REGULAR SESSION 6:30pm (Public can join via Zoom)**
9. **DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
10. **PUBLIC MEETING**
11. **DELEGATIONS AND PRESENTATIONS**
12. **COMMITTEE OF THE WHOLE**
13. **MOTION TO REVIEW A PREVIOUS MOTION**
14. **ADOPTION OF MINUTES OF PREVIOUS MEETING(S)**
 - 14.1 Minutes of the July 2, 2025, Regular Meeting of Council
15. **PLANNING MATTERS**
 - 15.1 Consent Application No. B09/2025 Haskim
 - (i) Application
 - (ii) Planning Report from Parry Sound Area Planning Board
 - 15.2 70 Burnett's Road (Moffatt) Rezoning Application – Deem Application Complete
 - 15.3 Consent Application No. B14/2025 Ward
 - (i) Application
 - (ii) Planning Report from Parry Sound Area Planning Board
16. **COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL**
 - 16.1 NBPSDHU – Board of Health Meeting Minutes (April 23, 2025)
 - 16.2 NBPSDHU – Finance and Property Committee Meeting Minutes (APRIL 23, 2025)
 - 16.3 Township of McKellar Recreation Committee Meeting Minutes (June 26, 2025)
 - 16.4 District of Parry Sound (Belvedere Heights) Board of Management Meeting Minutes (May 28, 2025)
17. **STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL**
 - 17.1 ADMIN-2025-11 – Municipal Election 2026 – Alternative Voting Method
 - 17.2 PW-2025-06 – Quotation Report for Line Painting Services for 2025
 - 17.3 PLN-2025-03 – Creation of 5 New Non-Waterfront Lots on Dockside Drive
 - 17.4 FD-2025-09 – Conclusion of Tender 2025-11 Communications Tower
 - 17.5 PLN-2025-04 – Edwards Road Allowance Closure
 - 17.6 Accounts Payable Preliminary Cheque Run Report for June 2025

18. MAYOR'S REPORT

19. CORRESPONDENCE FOR CONSIDERATION

- 19.1 Dun-Ahmic Snowriders – Memorandum of Understanding (MOU)
Prescribed Snowmobile Trail Land Use Permission
- 19.2 McKellar Fall Fair Youth Parade Poster – Permission to use Township of
McKellar Logo – McKellar Agricultural Society

20. MOTION AND NOTICE OF MOTION

- 20.1 Award Tender No. 2025-13: Hurdville Road Reconstruction, Phase 1
- 20.2 Award Tender No. 2025-14: Paving 4 km of Hurdville Road, Phase 1

21. BY-LAWS

- 21.1 By-law No. 2025-37 – Being a By-law to Authorize the Execution of an
Agreement with Spectrum Telecom Group Ltd.
- 21.2 By-law No. 2025-38 – Being a By-law to Adopt a Human Resources
Policy and Procedure
- 21.3 By-law No 2025-39 – Being a By-law to Amend By-law 2024-08 Being a
By-law to Adopt an Accessibility Plan (Amended)

22. UNFINISHED BUSINESS

- 22.1 Unfinished Business as of July 15, 2025

23. NEW BUSINESS

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

25. CONSENT AGENDA – CORRESPONDENCE

- 25.1 AMO Watchfile – June 26 & July 3, 2025
- 25.2 Town of Bradford West Gwillimbury – Advocacy for Increased Income
Support Thresholds for Canadian Veterans
- 25.3 The Labour Market Group – Labour Focus – May 2025
- 25.4 The Labour Market Group – Monthly Jobs Report – May 2025
- 25.5 Town of Parry Sound – Resolution to Advocate non-closure of the Cecil
Facer Youth Centre

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

27. CONFIRMING BY-LAW

- 27.1 By-law 2025-40 - Confirming the Proceedings of Council

28. ADJOURNMENT

Instructions for Joining the Council Meeting

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



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

July 2, 2025

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

ROLL CALL

Mayor Moore took Roll Call.

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

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

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

25-279 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Agenda for this Regular Meeting of Council, as amended to remove Item 17.4.

Carried

RESPECT AND ACKNOWLEDGEMENT DECLARATION

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

Moved by: Councillor Debbie Zulak
Seconded by: Councillor Nick Ryeland

25-280 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar, pursuant to the Ontario Municipal Act, S.O. 2001, as amended, move into closed session at 5:32 p.m. to discuss the following items:

- 5.1 Minutes of Closed Session – June 17, 2025
- 5.2 Labour relations or employee negotiations; pursuant to Ontario Municipal Act Section 239(2)(d) – Continue to review comments received from staff on draft Human Resources Policy and staffing.

Carried

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

25-281 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby reconvene into regular open session of Council at 6:39 p.m.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

July 2, 2025

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Debbie Zulak

25-282 **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 July 2, 2025.

Carried

ROLL CALL

Mayor Moore took Roll Call.

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

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-283 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby approve the Minutes of the June 17, 2025, Regular Meeting of Council, as circulated.

Carried

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Nick Ryeland

25-284 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Zoning By-law Amendment application submitted by Christopher Moffatt, proposing to rezone the property located at 70 Burnett's Road from Waterfront Residential 2 (WF2) to Rural (RU), as required by Consent Application No. B05/2024 (Moffatt); and

FURTHER THAT Council deems the application to be complete in accordance with the requirements of the Planning Act.

Deferred

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-285 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar has no objections to the approval of Consent Application No. B08/2025 (Madigan) as applied for by Eugene Madigan, subject to the following conditions:

1. Payment of a fee in lieu of parkland as required in the Township of McKellar Fees and Charges By-Law;
2. 911 Addressing for the proposed new lot;
3. Payment of any applicable planning board fees.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Debbie Zulak

25-286 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the Minutes of the May 8, 2025, meeting of the Lake Stewardship and Environmental Committee.

Carried



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

July 2, 2025

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-287 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the CAO Reports for March/April 2025 and May 2025 of the District of Parry Sound Social Services Administration Board.

Carried

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Nick Ryeland

25-288 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive Report ADMIN-2025-10 St. Stephen's Church Easement for Parking Area and Portable Toilets from Karlee Britton, Clerk/Administrator, for information purposes and

FURTHER THAT Council confirms it has received, reviewed, and agrees with the terms of the easement for RP 42R22755, Part 1.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-289 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives Report ADMIN-2025-09 – Quotes for St. Stephen's Church Roof Painting and Creation of Parking Spaces, as submitted by Mary Smith, Deputy Clerk, for information purposes;

AND FURTHER THAT Council directs staff to engage JT Excavation and Fabrication for the construction of parking spaces at St. Stephen's Church, at the quoted amount of \$4,410.00 plus applicable HST of \$573.30, for a total cost of \$4,983.30, as outlined in their submission dated May 16, 2025;

AND FURTHER THAT the Treasurer be directed to allocate the necessary funds from the Historical Committee's reserve account to fully support the costs associated with this parking space project at St. Stephen's Church;

AND FURTHER THAT the project be completed by July 31, 2025.

Carried

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-290 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives Report ADMIN-2025-09 – St. Stephen's Church Roof Painting and Parking Space Development Update, as submitted by Mary Smith, Deputy Clerk, for information;

AND FURTHER THAT two verbal quotations have been received to date for the painting of the Church roof, and staff have provided preliminary cost estimates for completing the work using internal resources;

AND FURTHER THAT Council directs staff to proceed with the painting of St. Stephen's Church roof using internal resources, at a preliminary estimated cost of



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

July 2, 2025

\$5,746.43, noting that this estimate is for planning purposes only and may be subject to adjustments following further review.

AND FURTHER THAT the Treasurer be directed to allocate the necessary funds from the Historical Committee Reserve account to fully support the costs associated with this parking space project at St. Stephen's Church.

Deferred

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Debbie Zulak

25-291 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives staff report PW-2025-05 – Request for Proposal OSIM Inspections for Municipal Bridges and Culverts from Thomas Stoneman, Public Works Superintendent, for information purposes; and

FURTHER THAT the Request for Proposal (RFP) be awarded to Tulloch Engineering in the amount of \$7,000.00 plus HST of \$910.00, for a total bid of \$7,910.00 for the 2025 inspection period; and

FURTHER THAT the Township continues to work with Tulloch Engineering in 2027 and 2029, contingent upon satisfactory performance in 2025.

Carried

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Nick Ryeland

25-292 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar hereby receives staff report FD-2025-08 – Month End Status Updates for June 2025 from Fire Chief, Rob Morrison, for information purposes

Carried

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-293 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby receive the letter dated June 11, 2025, from Dun-Ahmic Snowriders regarding the expiring Memorandum of Understanding (MOU) for information purposes; and

FURTHER THAT Council authorizes the Township to enter a Memorandum of Understanding (MOU) in the form of a Prescribed Snowmobile Trail Land Use Permit with the Dun-Ahmic Snowriders Snowmobile Club, as requested, for a term of five (5) years. This agreement will allow for the continued authorized use of designated Township-owned lands and road allowances as part of the provincially recognized snowmobile trail system, supporting recreational tourism, regional connectivity, and safe, managed trail access for snowmobile users; and

FURTHER THAT staff are directed to formally inform Mr. Bill McNeice, President of the Dun-Ahmic Snowriders Snowmobile Club, of Council's decision to enter the Memorandum of Understanding (MOU) for the Prescribed Snowmobile Trail Land Use Permit, and to provide any supporting documentation or next steps required to finalize the agreement.

Deferred



CORPORATION OF THE TOWNSHIP OF MCKELLAR

Council Meeting Minutes

July 2, 2025

Moved by: Councillor Debbie Zulak

Seconded by: Councillor Nick Ryeland

25-294 **WHEREAS** the Treasurer is in the process of completing the insurance renewal documentation required by the Township's insurance provider to facilitate preparation of the renewal package, including updated annual premium information;

BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby receive the insurance coverage premium information for Township-owned bridges; and

FURTHER THAT Council directs the Treasurer to:

Include the following bridges in the annual insurance renewal review schedule: All seven (7) of the Township's bridges, being Hurdville Bridge, Inholmes Bridge, Ford Bridge, Broadbent Bridge, Grey Owl Bridge, Stewart Park Bridge and Veterans Memorial Bridge.

Deferred

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Nick Ryeland

25-295 **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) - NONE

Moved by: Councillor Mike Kekkonen

Seconded by: Councillor Debbie Zulak

25-296 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby give By-law No. 2025-36, 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 2nd day of July, 2025.

Carried

Moved by: Councillor Nick Ryeland

Seconded by: Councillor Mike Kekkonen

25-297 **BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar adjourn this meeting at 9:00 p.m. to meet again on Tuesday, July 15, 2025, or at the call of the Mayor.

Carried

David Moore, Mayor

Karlee Britton, Clerk/Administrator

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

No. B 09/2025 rick

1. Applicant Information

Name of Applicant MORLEY HASKIM
 Address 167 BRADBENT RD
McKELLAR ON P2A085
 Postal Code _____
 E-mail Address mhaskim@hotmail.com

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

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

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

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

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

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

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

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

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

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

2. Purpose of this Application (check appropriate box)

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

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

Explain: 1 NEW LOT + RIGHT OF WAY FOR RETAINED + POSSIBLE LOT ADDITION FROM 16' TO RETAINED IF NEEDED

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

3.1 Lot 1 STEP-SON Lot 2 _____ Lot 3 _____

4. Location of the Subject Land Roll / PIN No.(s) 4928 000 001 / 7200 0000

4.1 Municipality McKELLAR Lot(s) No.(s) 15 Concession No. 4

Street Name and No. BRADBENT RD M-Plan No. _____ Lot(s) _____

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

5. Easements or restrictive covenants

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

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

6.1

	Frontage (m)	Depth (m)	Area (ha)	Existing Uses	Proposed Uses	Existing Structures	Proposed Structures
Retained Lot	60 m	800 m	30 H				
Lot Addition							
Right-of-way							
Benefiting Lot							
Severed Lot 1	60 m	200 m	1.2 H				
Severed Lot 2							
Severed Lot 3							

6.2 Access (check appropriate space)

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

If Water Access Only

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

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

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

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

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

7. Official Plan

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

8. Current Application

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

☐ YES ☒ NO ☐ UNKNOWN

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

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

☒ YES ☐ NO ☐ UNKNOWN

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

B13/2022(PK) COMPLETE IN 2022

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

☐ YES ☒ NO ☐ UNKNOWN

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

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

☐ YES ☒ NO ☐ UNKNOWN

9. Original Parcel

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

☐ YES ☒ NO ☐ UNKNOWN

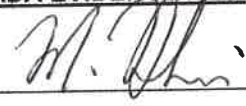
If **YES**, and if known, specify the date of the transfer, the name of the transferee and the land use on the severed land. _____

10. Affidavit / Sworn Declaration

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

Dated at the Town of Parry Sound this 4th day
of June 20 25

I, MORLEY HASKIM of the TOWNSHIP OF MCKELCAR in the
County/District/Regional Municipality of PARRY SOUND solemnly declare that all the statements
contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing
that it is of the same force and effect as if made under oath and by virtue of the CANADA EVIDENCE ACT.



Signature of Applicant or Agent

DECLARED BEFORE ME at the Town of Parry Sound in the
District of Parry Sound this 4th day
of June 20 25.



A Commissioner of Oaths

11. Authorizations

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

Authorization of Owner for Agent to Make the Application

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

Date _____ Signature of Owner _____

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

Authorization of Owner for Agent to Provide Personal Information

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

Date June 4, 2025 Signature of Owner 

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

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

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

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

Date June 4, 2025

Signature of Owner M. Haskim

13. Additional Fees

The applicant hereby agrees:

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

Date June 4, 2025

Signature of Owner M. Haskim

Plans / Sketches

SKETCHES TO BE SUBMITTED MUST BE **BLACK AND WHITE ON PAPER 8 1/2" x 11"**

ONE COPY OF SKETCH, IF REPRODUCABLE

ALL LETTERING MUST BE LEGIBLE. USE MULTIPLE SKETCHES AT DIFFERENT SCALES IF NECESSARY

☐	Key Map – Available on the Planning Board Website (www.psapb.ca) http://psapb.ca/index.php/planning-board/forms/application-forms
☐	North Arrow
☐	clearly defined boundaries of severed and retained lots
☐	if more than one severed lot, label the severed lots according to the application (Section 6)
☐	the boundaries & dimensions of any land abutting the subject land that is owned by the owner of the subject land
☐	the distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing
☐	the dimensions of the subject land, the part that is to be severed and the part that is to be retained
☐	the location of all land previously severed from the parcel originally acquired by the current owner of the subject land
☐	the approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that, in the opinion of the applicant may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
☐	the existing uses on adjacent land, such as residential, agricultural and commercial uses
☐	the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way
☐	the location and nature of any easement affecting the subject land

PLANNING BOARD

2023 Fees

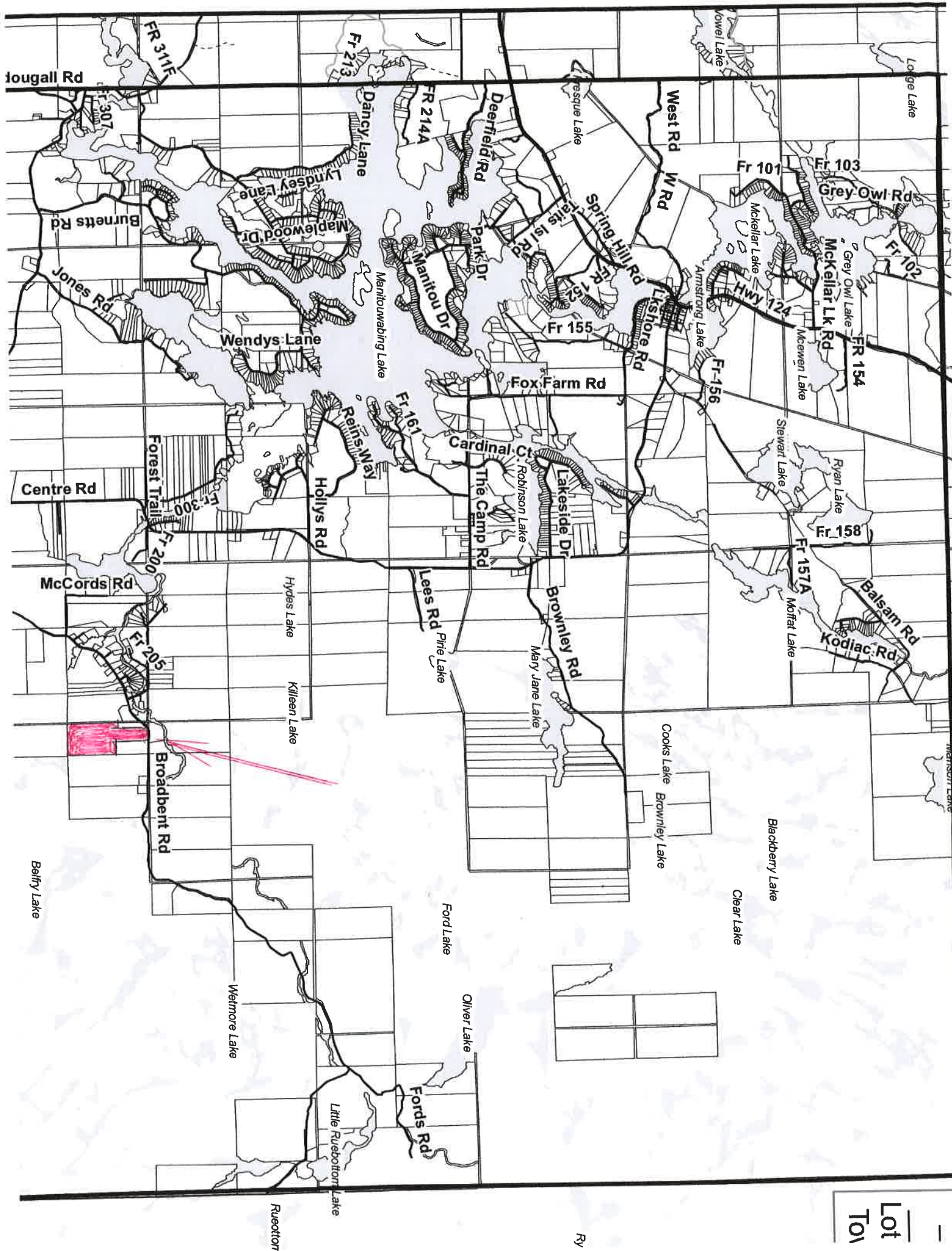
Base Fee \$1500 + \$750 per lot/lot addition, \$250 for each additional lot addition, \$250 per right-of-way + \$500 deposit for Professional Planning Services

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

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

NOTE:

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





adbert Rd

181

N
S





Broadbent Rd

St. Stephan's Anglican Church

Broadbent Falls

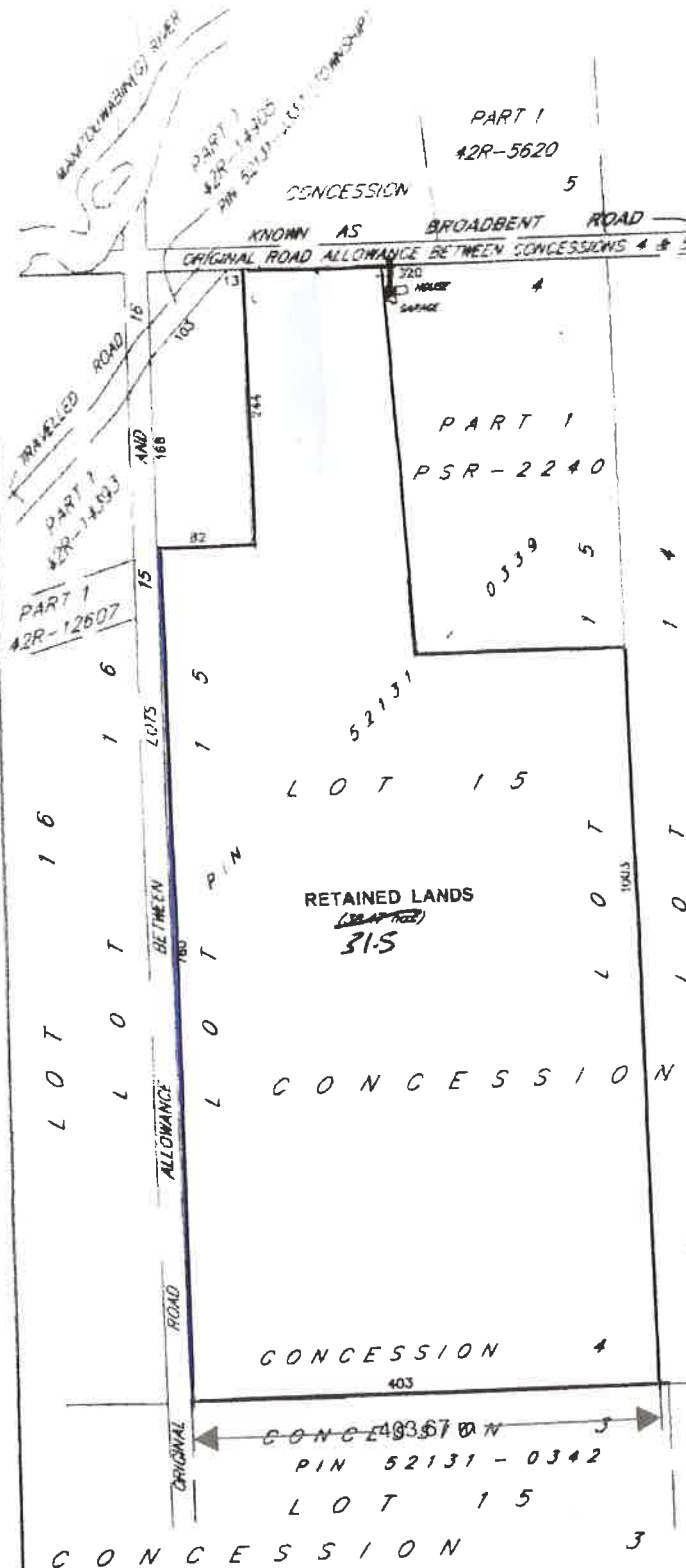
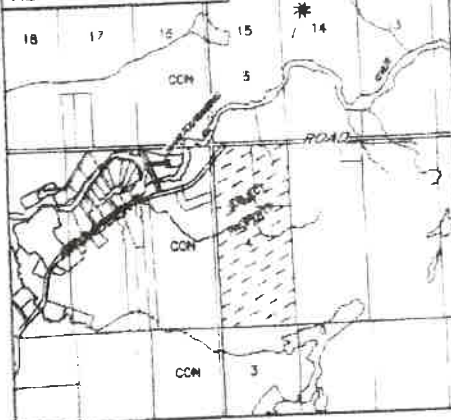
Dickinson Rd



METRIC

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

KEY PLAN SCALE 1:25,000



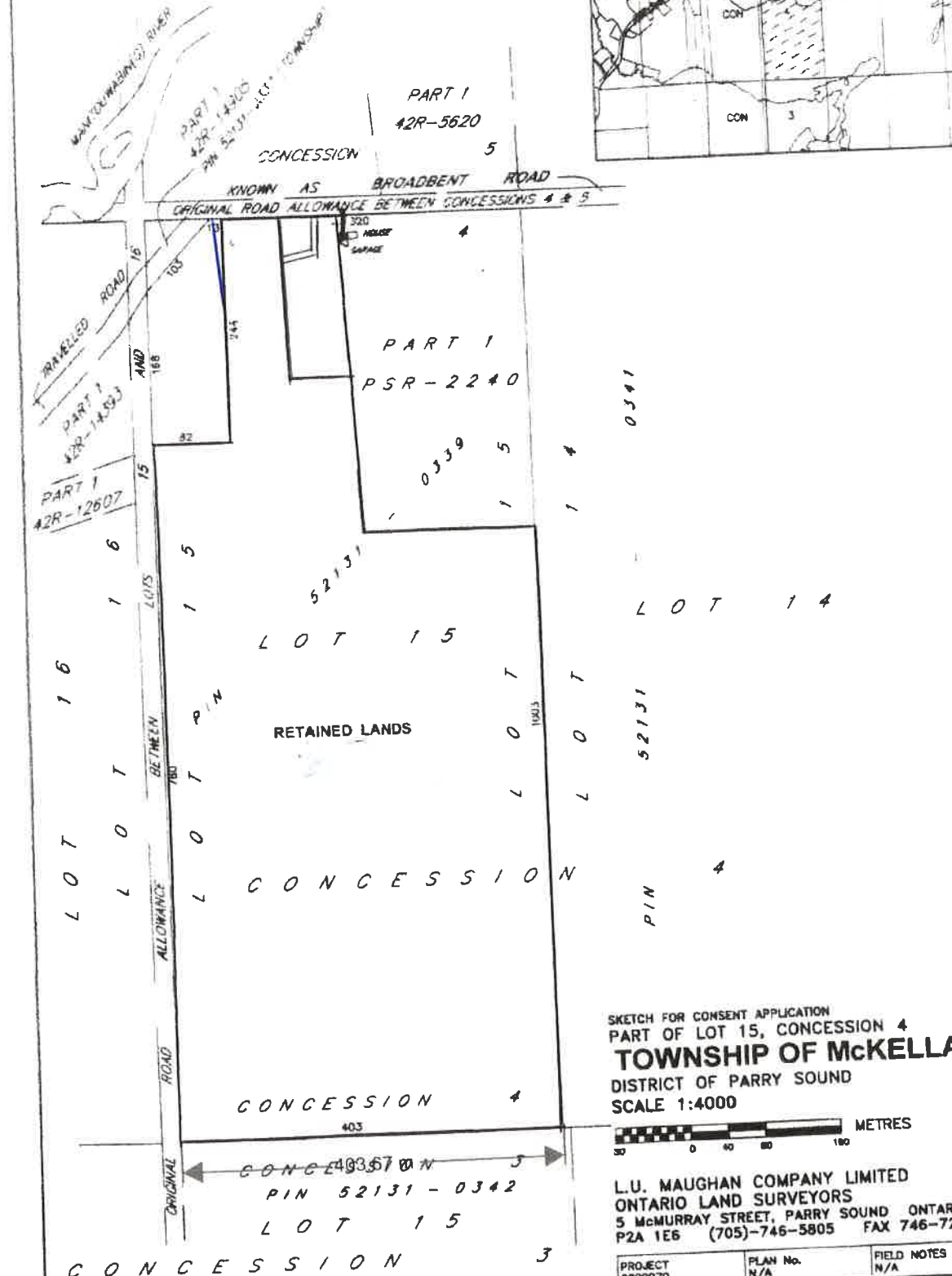
SKETCH FOR CONSENT APPLICATION
PART OF LOT 15, CONCESSION 4
TOWNSHIP OF McKELLAR
DISTRICT OF PARRY SOUND
SCALE 1:4000



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

PROJECT 2020070	PLAN No. N/A	FIELD NOTES N/A
--------------------	-----------------	--------------------

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



SKETCH FOR CONSENT APPLICATION
PART OF LOT 15, CONCESSION 4
TOWNSHIP OF McKELLAR
DISTRICT OF PARRY SOUND
SCALE 1:4000

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

PROJECT 2020070	PLAN No. N/A	FIELD NOTES N/A
--------------------	-----------------	--------------------

PARRY SOUND AREA PLANNING BOARD

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

CONSENT APPLICATION NO. B09/2025(McK) - Haskim

**PART OF LOT 15, CONCESSION 4
TOWNSHIP OF McKELLAR**

**Roll # 492800000117200 PIN 52131-0406
492800000117208 PIN 52131-0401**

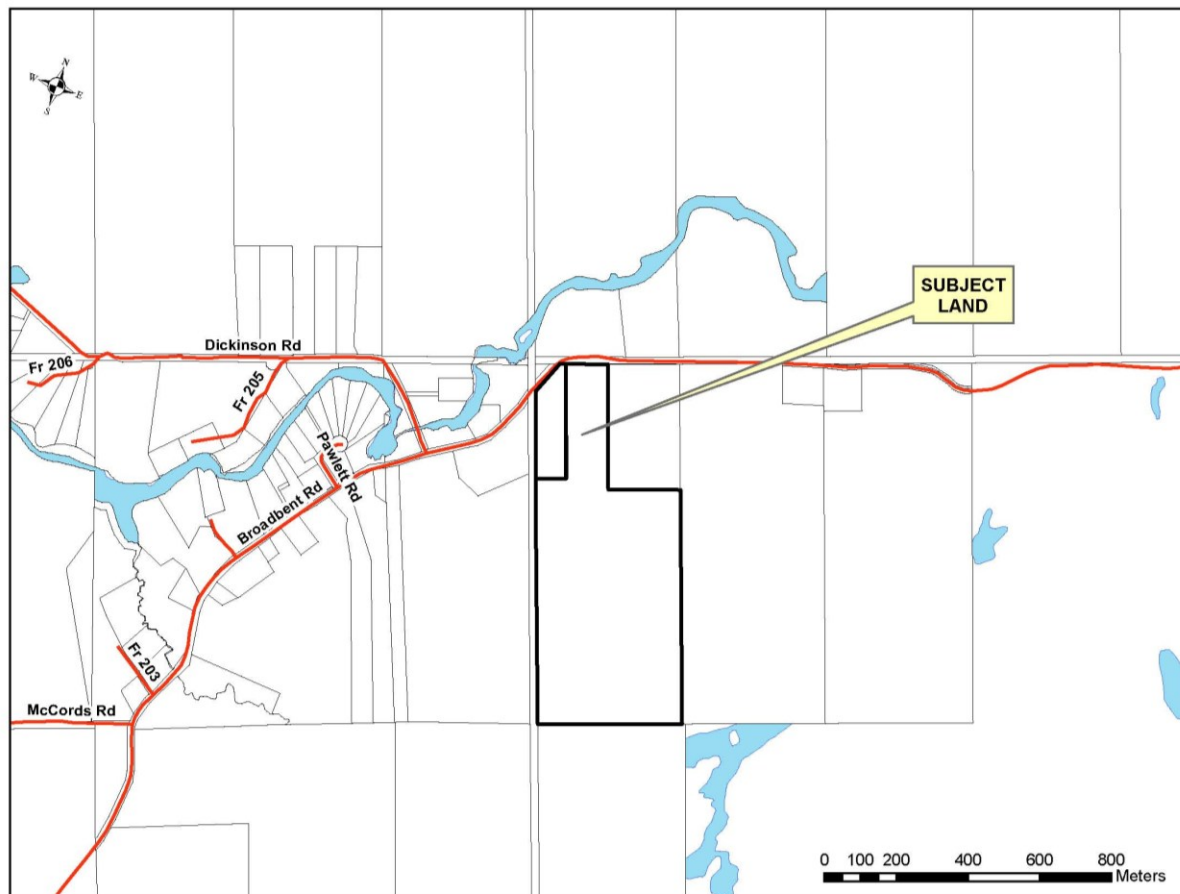
176 Broadbent Road

Applicant: Morley Haskim

June 19, 2025

BACKGROUND / PURPOSE

Morley Haskim owns two lots, #167 and a vacant lot on Broadbent Road in the Township of McKellar.



PROPERTY DESCRIPTION

The lots are described as:

PIN 52131-0401

*PART LOT 15 CONCESSION 4 MCKELLAR, PART 3 PLAN 42R21566
TOWNSHIP OF MCKELLAR*

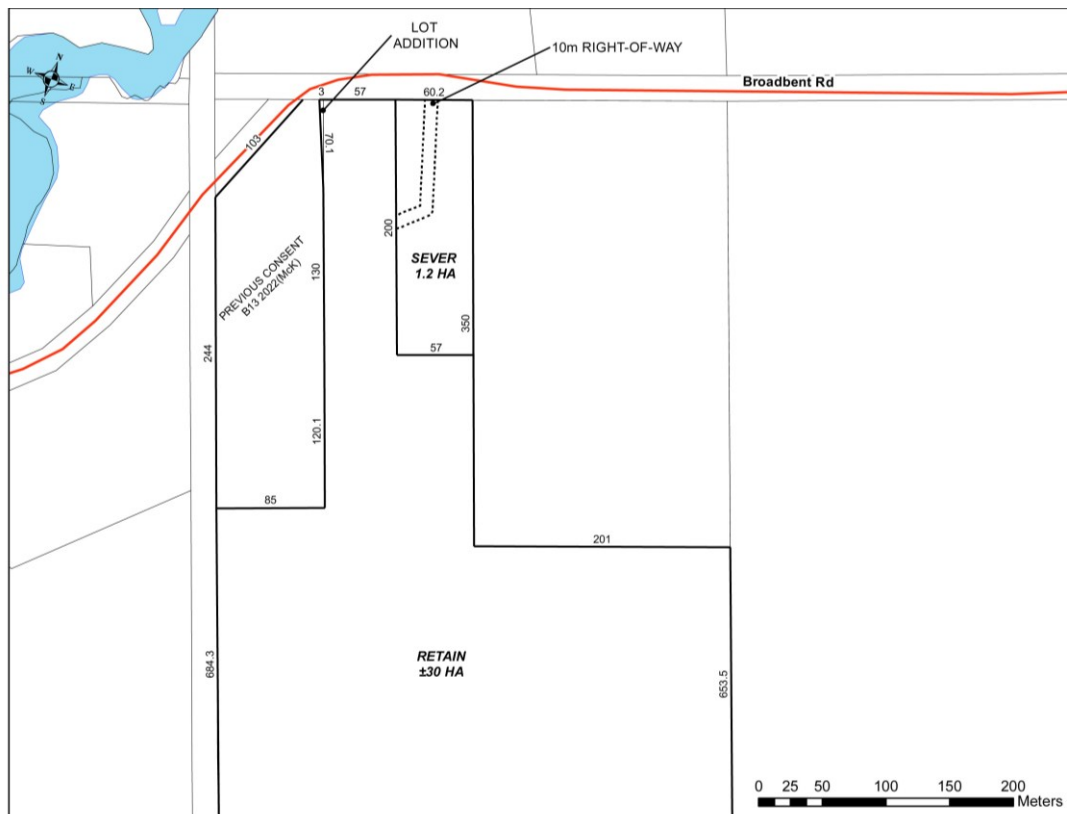
PIN 52131-0406

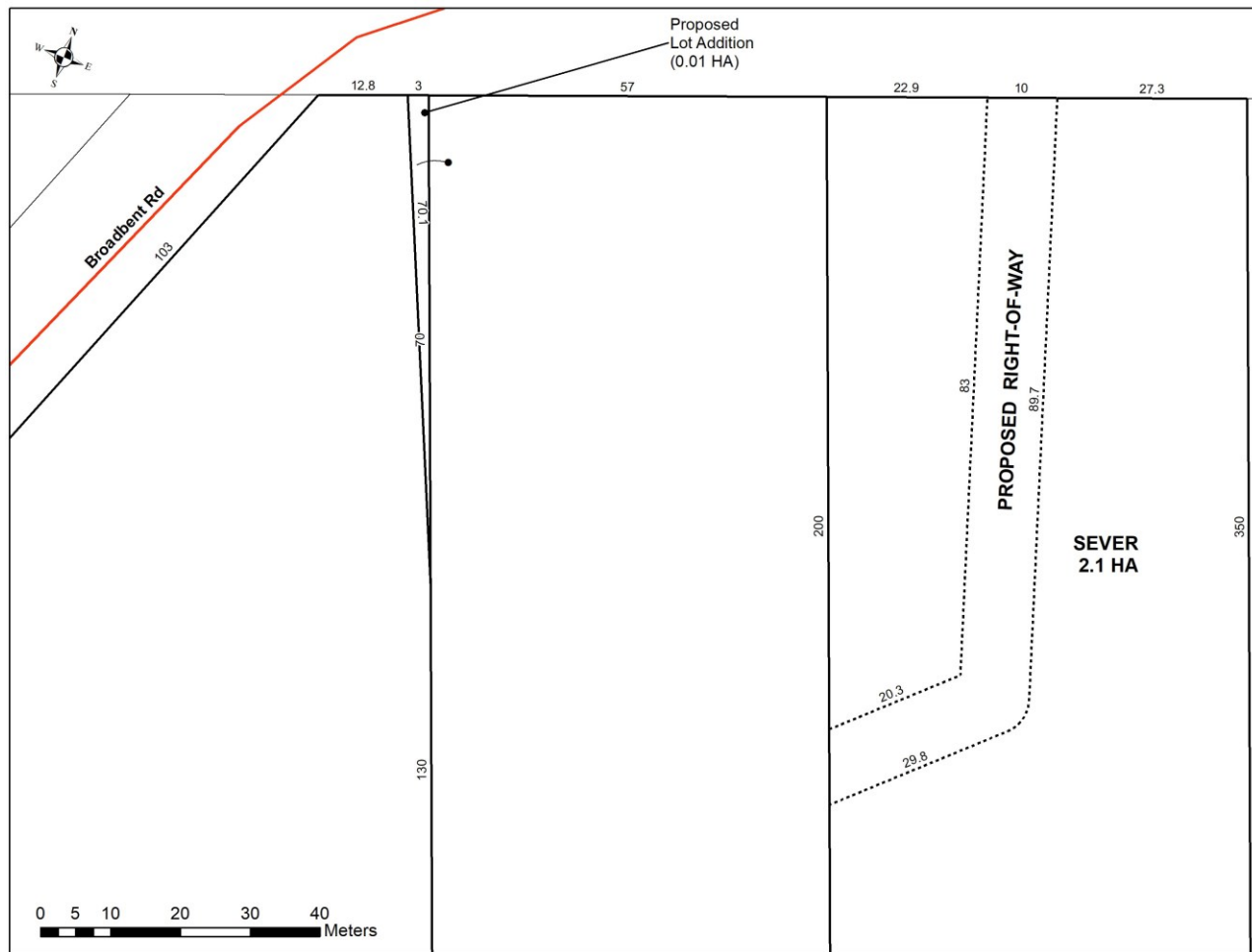
*PART LOT 15 CONCESSION 4 MCKELLAR AS IN RO170024 SE OF PT 1
42R14905, EXCEPT PARTS 2 AND 3 PLAN 42R21566, EXCEPT PART 1
PLAN PSR2240 TOWNSHIP OF MCKELLAR*

PROPOSED CONSENT

The proposed consent would create one (1) new lot on Broadbent Road with a lot addition from the neighbouring lot (167 Broadbent Road) to achieve the required road frontage.

There is also a right-of-way proposed through the severed lot as it is the best path for a driveway.



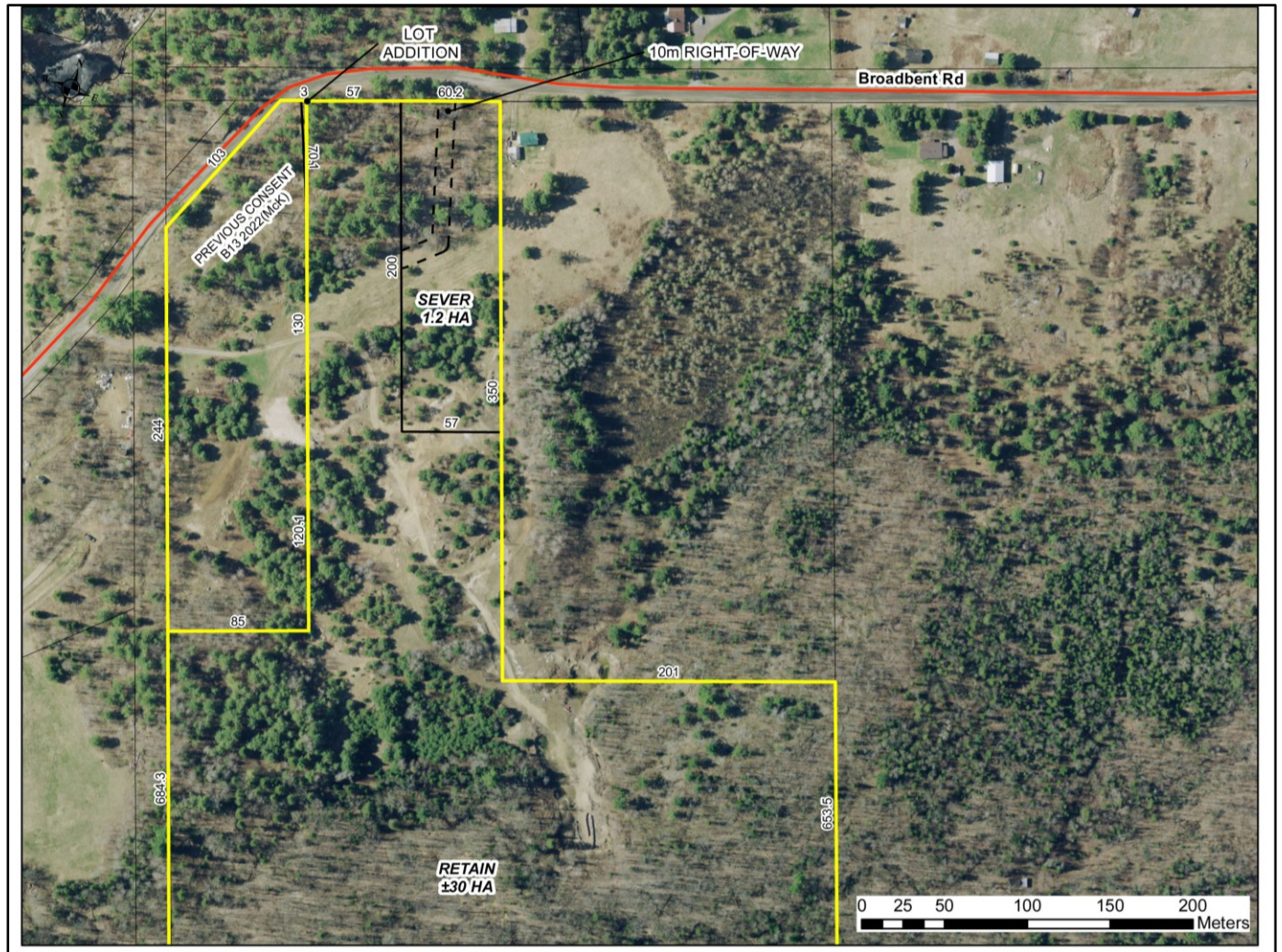


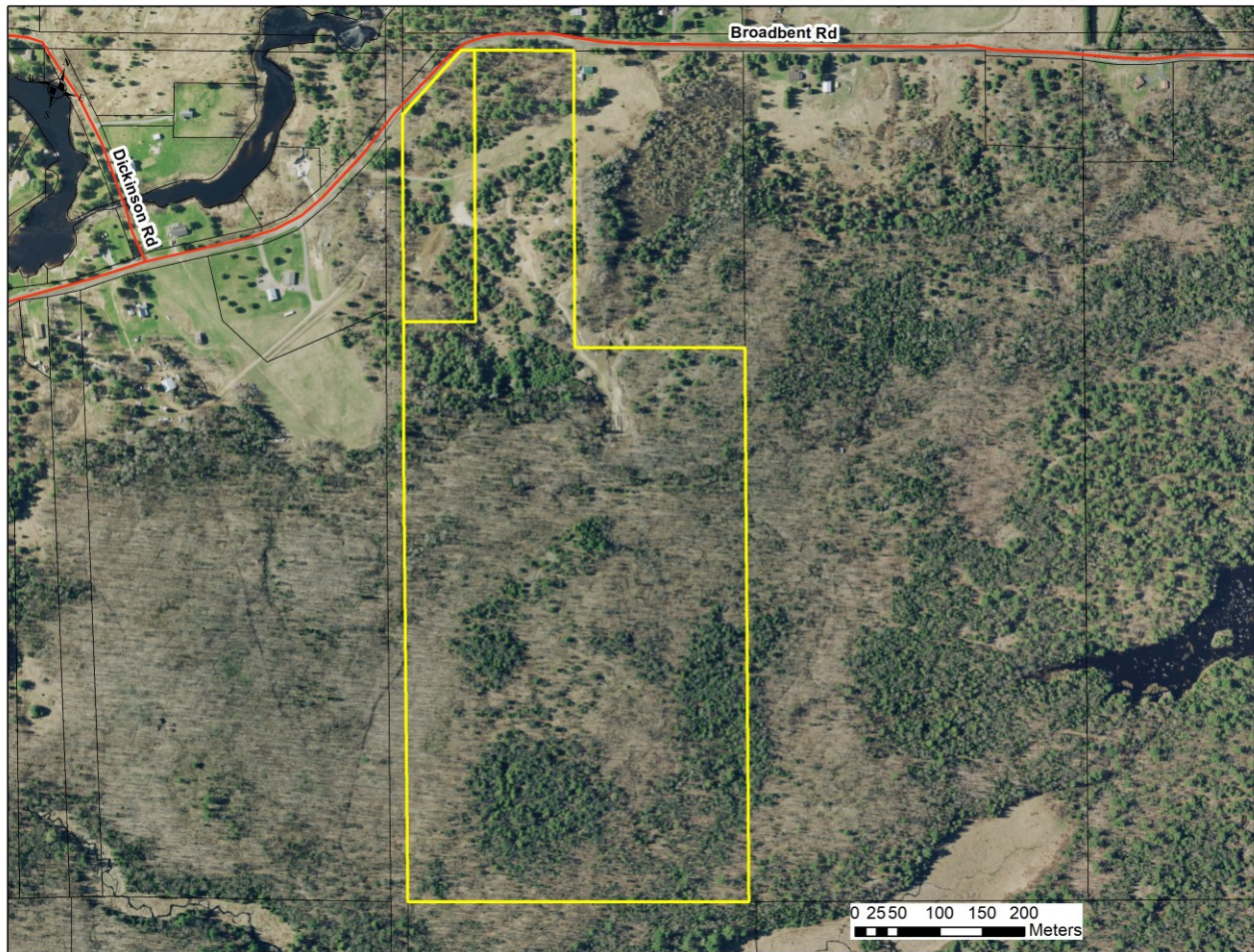
	Frontage (m)	Depth(m)	Area(ha)
Retain	60	±800	±30
Sever	*60	200	1.2
Lot Addition	3	70	0.01
Right-of-way	10	±110	±0.11

* After lot addition

EXISTING LOT CONDITIONS

The subject land is a large parcel (31.5 hectares) that is well forested with clearings and existing pathways near the Broadbent Road frontage.





OFFICIAL PLAN

The subject lands are designated Rural in the Township's Official Plan.

The subject lands are considered part of the Broadbent community.

New rural lots are permitted in accordance with the policy of the plan, subject to the standards of the zoning by-law.

- " 5.10.2 Consents to sever land will be permitted where it can be demonstrated that a plan of subdivision is not necessary for the proper development of the municipality; and
- (a) where a limited number of lots in accordance with Section 5.10.3 and 5.10.4 of this Plan are being proposed;
 - (b) where the pattern of development has been established;
 - (c) where the severance conforms to the policies of the Official Plan;
 - (d) where there is no extension to an opened and assumed municipal road;
 - (e) where the land fronts on an existing public, year round road or in accordance with the exceptions set out in 5.8.2;
 - (f) consents may be granted for boundary adjustments, correction of title, leases, easements, rights-of-way and other purposes that do not create separate lots. Such consents shall be evaluated on their own merit.
 - (g) consents may be permitted for mortgage purposes. Such consents shall be evaluated as if a new lot were to be created. "

PROVINCIAL POLICY STATEMENTS (P.P.S) 2024

The lands are considered Rural in the P.P.S. and are subject to following policies:

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - b) promoting regeneration, including the redevelopment of brownfield sites;
 - c) accommodating an appropriate range and mix of housing in rural settlement areas;
 - d) using rural infrastructure and public service facilities efficiently;
 - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - g) conserving biodiversity and considering the ecological benefits provided by nature; and
 - h) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 4.3.
2. In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.
3. When directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.

2.6 Rural Lands in Municipalities

1. On rural lands located in municipalities, permitted uses are:
 - a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
 - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;
 - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
 - e) home occupations and home industries;

- f) cemeteries; and
 - g) other rural land uses.
2. Development that can be sustained by rural service levels should be promoted.
 3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.
 4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
 5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

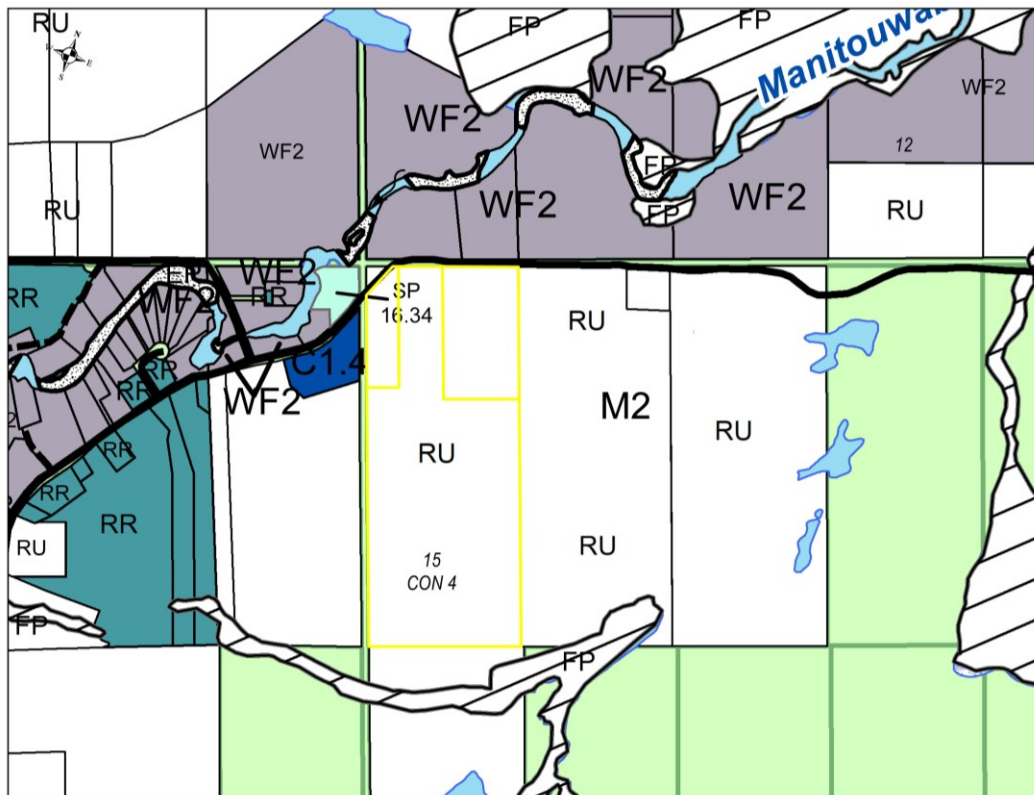
There are no inconsistencies with these policies.

ZONING BY-LAW

The subject lands are zoned Rural (RU) in the Township's Zoning By-law.

The proposed lot meets the standards of the Rural Zone.

There are no constraints identified on the zoning map.



RECOMMENDATION

That the proposed consent to allow the creation of one (1) new lot, a lot additions and a right-of-way at 167 Broadbent Road in part of Lot 15, Concession 4 in the Township of McKellar as applied for by Morley Haskim in Application No. B09/2025(McK) be approved subject to the following conditions:

1. Payment of a fee in lieu of parkland as required in the Township of McKellar fee By-Law;
2. 911 Addressing for the proposed new lot;
3. That the applicant convey any portion of Broadbent Road 10 metres from the centre line to the Township of McKellar;
4. That the applicants' solicitor confirm that the lot addition will merge with the benefiting lot;
5. Payment of any applicable planning board fees.

Respectfully,



Patrick Christie, C.P.T.
Secretary-Treasurer
Parry Sound Area Planning Board



Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

APPLICATION FOR ZONING AMENDMENT

General Instructions: **Read carefully before completing application.**

1. Application to be completed in full.
2. **Fee: \$1,500.00**
Includes costs of photocopying, postage, holding of special meeting, and any other directly relatable expenditure over and above normal municipal staff administrative costs, and shall exclude any costs associated with the participation of professionals, such as engineers, planners or solicitors or the costs associated with the holding of Ontario Municipal Board hearings.
3. **Deposit: \$1,000.00**
The applicant shall reimburse the Township on demand for all costs incurred in the processing of the application, including but not limited to the costs of professional planning services, legal fees, costs relating to the serving of notices and advertising, survey fees and engineering fees. A deposit of \$1,000.00 shall be required to cover above costs, which shall be returned if no additional costs are incurred or a further deposit may be required to cover additional costs.
4. Application to be signed by owner or authorized agent only.
5. The consideration of this application does not make the Township liable for any of the applicant's costs for legal, surveying, or other professional costs.
6. If there are objections to the amending By-law and a hearing of the Ontario Municipal Board is to be held, the applicant should arrange to be present in person, or to be represented by legal counsel at the meeting.

To Accompany Application:

A legal survey plan or a plan of the property accurately drawn to an appropriate scale based on a true survey showing:

- Existing buildings or structures on site and their dimensions
- Location of proposed buildings including their height and dimensions
- Location, widths, and names of abutting roads
- Natural features: watercourses, wooded areas, swamps, etc., and
- Any other information which might be helpful for Council's consideration of the application

Personal information contained on the application form will be used for the purpose of considering your application for a Zoning Amendment. Questions regarding the collection of this information should be directed to the Clerk.

APPLICATION FOR ZONING AMENDMENT

APPLICATION TO AMEND

☐ OFFICAL PLAN

☒ ZONING BY-LAW

1. Applicant Information		
1.1 Name of Applicant: Christopher Moffatt Address: 174 Storeman Rd Caledonia, ON N3W 1S1	Telephone Number:	Cell Phone: 905-971-0994
	Fax:	Business Phone:
1.2 Name of Owner(s) (if different from the applicant) Address:	Telephone Number:	Cell Phone:
	Fax:	Business Phone:
1.3 Name of the person who is to be contacted about the application (if different from the applicant) Rebecca Scott @ Address: Ben Prichard Prof. Corp. 17 Miller St. Parry Sound, ON	Telephone Number: 249-988-0015	Cell Phone:
	Fax:	Business Phone:
2. Purpose of this Application (check appropriate box and complete applicable sections)		
2.1 Application is hereby made for a(n):		
☐ OFFICAL PLAN AMENDMENT ☒ ZONING BY-LAW AMENDMENT		
For the lands hereinafter described and shown on the attached sketch		
What is the existing official plan designation(s) of the subject land?	What is the existing zoning of the subject land? WFA - waterfront	
What is the proposed amendment to the official plan?	What is the proposed zoning of the subject land? RU (Rural)	
What are the reasons for the proposed change?	What are the reasons for the proposed change? Consent App # B05/2024(Mck) for a new lot which would no longer make this waterfront.	

APPLICATION FOR ZONING AMENDMENT

3. Location of the Subject Land (complete applicable boxes in 3.1)			
3.1 Road: <u>Burnettes Rd.</u> Address: <u>70</u> Concession Number: <u>4</u> Lot Number: <u>PT LT 32</u> Registered Plan Number: <u>42R-22609</u> Lot(s)/Block(s): Reference Plan Number: Part Number(s): <u>Part 1 & 3</u> Island Number: Parcel:			
3.2 Are there any easements or restrictive covenants affecting the subject land? ☒ No ☐ Yes If YES, describe the easement or covenant and its effect:			
4. Description of Subject Land and Servicing Information (Complete each subsection)			
4.1 Description	Frontage (m.) <u>60 - part 1</u> <u>97.78 - part 3</u>	Depth (m.) <u>214 - part 1</u> <u>213.68 - part 3</u>	Area (ha.) <u>2.1 - Part 1</u> <u>3.4 - part 3</u>
4.2 Buildings or Structure (Attach Separate list if necessary)	Type <u>none</u>	Existing Size	Proposed Size
4.3 Access (check appropriate space)	Provincial Highway	Existing	Proposed
	Municipal road, maintained all year	<u>✓</u>	<u>✓</u>
	Other public road		
	Right of way		
	Water access (if so, describe below)		
	Describe in section 7.2, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.		
4.4 Water Supply (check appropriate space)	Publicly owned and operated piped water system		
	Privately owned and operated individual well	<u>✓</u>	<u>✓</u>
	Privately owned and operated communal well		
	Lake or other waterbody		
4.5 Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system		
	Privately owned and operated individual sewage tank (1)	<u>✓</u>	<u>✓</u>
	Privately owned and		

	operated communal septic system		
	Privy		
	Other means		
	A certificate of approval from the Director having jurisdiction under Part VII of the E.P.A. submitted with this application will facilitate the review.		
4.6 Storm Drainage (check appropriate space)	Method of Drainage:		
	Surface	X	X
	Ditching		
	Piping		
4.7 Other Services (check appropriate space)	Electricity		X
	School Busing		
	Garage Collection		
4.8 If access to the subject land is by private road, or if "other public road" or "right-of-way" was indicated in section 4.3, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.			
5. Lands			
5.1 What are the existing uses on the subject land? <i>vacant lot</i>		Date use Established: <i>Jan 2024</i>	
What are the proposed uses on the subject land? <i>Residential</i>		Proposed Commencement Date: <i>steep 20 June 2025</i>	
5.2 Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any apply.			
Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (include approx.. distance)	
An agricultural operation, including livestock facility or stockyard	NA	NA	
A landfill	NA	NA	
A sewage treatment plant or waste stabilization plant	NA	NA	
A Provincially significant wetland (Class 1, 2 or 3 wetland)	no	no	
A Provincially significant wetland within 120 metres of subject land	n/a	no	
Flood plain	no	no	
A rehabilitated mine site	no	no	
A non-operating mine site within 1 km of the subject land	no	no	
An active mine site	no	no	
An industrial or commercial use, and specify the use(s)	no	no	
An active railway line	no	no	
A Municipal or Federal airport	no	no	
6. Current Applications			

6.1	Is the subject land currently the subject of an application for a minor variance, consent or approval of a plan of subdivision? ☒ Yes ☐ No ☐ Unknown If YES and if KNOWN, specify the appropriate file number and status of the application. B05/2024(MCK) Consent - approved. waiting on Rezoning Application
6.2	Has the land ever been the subject of an Official Plan Amendment or Zoning By-Law Amendment? ☐ Yes ☐ No ☒ Unknown, if YES and if KNOWN, specify the number for the amendment.
7. Other Information	
7.1	When was the subject land acquired by the current owners? January 2024
7.2	If there is any other information that you think maybe useful to the Township or other agencies in reviewing this application? If so, explain below or attach a separate page.
8. Plans	
8.1	Key Plan Every application shall be accompanied by a key plan, drawn to an appropriate scale, properly dimensioned and showing thereon: - The boundaries and dimensions of the parcel of land that is the subject of the application, the part of the parcel that is the subject of this application, the location of all adjacent properties and/or islands, transportation routes, etc; - The distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge; - All lands within 120 metres (400 feet) of subject lands; - The nearest highway or township road
8.2	Property Sketch Every application shall be accompanied by a sketch (based on a boundary survey plan of the subject land prepared by an Ontario Land Surveyor) drawn to an appropriate scale, properly dimensioned and showing thereon; - The boundaries and dimensions of the subject land and the part that is the subject of this application; - The boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land; - The location and dimensions of existing and proposed buildings and structures and their distance from lot lines; - The location of land previously severed from the parcel originally acquired by the current owner of the subject land; - The approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, landscaped open spaces, planting strips, parking areas, loading areas, driveways and walkways; - The existing use(s);

- Use on adjacent lands
- The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a publicly travelled road, a private road right-of-way;
- If access to the subject land is by water only, the location of the parking and boat docking facilities uses;
- The location and nature of any easement affecting the subject land

Additional Information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township.

9. Affidavit/Sworn Declaration

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

Dated at the Town of Parry Sound this 3rd day of June 2025
 I, Christopher Moffatt of the Town of Caledonia in the County District/Regional
 Municipality of Haldimand solemnly declare that all the statements contained in this
 application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing
 that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT**,
 DECLARED BEFORE ME at the by video at the Town of Caledonia in the
County of Haldimand this 3rd day of
June 2025.

 A Commissioner of Oaths

 Signature of Applicant or Agent

10. Authorizations

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

Authorization of Owner for Agent to Make the Application

I, Christopher Moffatt, am the owner of the land that is the subject of this
 application for an Official plan Amendment and/or Zoning By-law Amendment and I authorize
Ben Prichard to make this application on my behalf.

Date: _____ Signature of Owner: _____

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

Authorization of Owner for Agent to Provide Personal Information

I, Christopher Moffatt, am the owner of the land that is the subject of this application for an Official Plan Amendment and/or Zoning By-law Amendment and for the purposes of the Freedom of Information Act, I authorize Ben Prichard, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date: _____ Signature of Owner: _____

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

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

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

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

Questions about this collection of personal information should be directed to the Township Clerk.

Date: _____ Signature of Owner: _____

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

- 12.1 Complete the consent of the owner concerning payment of fees set out below.

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

Date: _____ Signature of Owner: _____

13. Ontario Municipal Board Hearing Costs (this section must be completed for the application to be processed)

- 13.1 Complete the consent of the owner concerning Ontario Municipal Board Hearing costs set out below.

The registered owner hereby acknowledges and agrees to pay all costs incurred by the Township of McKellar related to an appeal in the event that this application is approved and the matter comes before the Ontario Municipal Board.

Date: _____ Signature of Owner: _____

Updated January 10, 2022

ORIGINAL ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5

SCHEDULE			
PART	LOT	CONCESSION	PIN
1			
2	PART OF 32	4	ALL OF 32129-0882
3			

PLAN 42R-22609

Received and deposited

November 1st, 2024

Jocelyn Gillespie

Representative for the
Land Registrar for the
Land Titles Division of
Perry Sound (No.42)

PLAN OF SURVEY OF
PART OF LOT 32,
CONCESSION 4
TOWNSHIP OF McKELLAR
DISTRICT OF PARRY SOUND

SCALE 1 : 750 METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 610MM
IN WIDTH BY 508MM IN HEIGHT WHEN PLOTTED AT
A SCALE OF 1:750

BEARING NOTES

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE
POINTS A AND B, BY REAL TIME NETWORK OBSERVATIONS, UTM
ZONE 17 (81° WEST LONGITUDE), NAD83(CRS82) v7(2010).
FOR BEARING COMPARISONS, THE FOLLOWING ROTATIONS WERE
APPLIED: P3 - 0°48'00" COUNTER-CLOCKWISE

DISTANCE NOTES - METRIC

DISTANCES AND COORDINATES ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048.
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9990657.

LEGEND

- BM DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- SSB DENOTES SHORT STANDARD IRON BAR
- SIB DENOTES STANDARD IRON BAR
- LUM DENOTES L.L. MARCHAND CO. LTD., O.L.S.
- DEM DENOTES D.E. MAGEE, O.L.S.
- 1311 DENOTES P.F. FORTIN, O.L.S.
- 1904 DENOTES TULLOCH GEOMATICS INC., O.L.S.
- M DENOTES MEASURED
- P1 DENOTES PLAN 42R-22355
- P2 DENOTES PLAN 42R-21829
- P3 DENOTES PLAN 42R-19049

ALL SET SSB MONUMENTS WERE USED DUE TO LACK OF
OVERLAP IN ACCORDANCE WITH SECTION 11 (4) OF
O. REG. 525/91.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE
WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND
TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

- THE SURVEY WAS COMPLETED ON OCTOBER 4, 2024.

OCTOBER 28, 2024

DATE

CALLY JOHNSTON, O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLD PLAN SUBMISSION FORM NUMBER V-05493

INTEGRATION DATA

OBSERVED REFERENCE POINTS OBTAINED FROM GPS OBSERVATIONS USING A REAL
TIME NETWORK AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE)
NAD83(CRS82) v7(2010).

RURAL ACCURACY PER SEC. 14(2), OREG. 216/16		EASTING	
POINT ID	NORTHING	POINT ID	NORTHING
A	503235.74	B	503235.79
B	503235.79	C	503235.83

Control monument points A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VV, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ



IBWSURVEYORS.COM | 1.800.867.0696

PLAN 42R-22609
PART 1, PLAN 42R-19049
FILE: A-048044-24121-08

A-048044

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

No. B14/2025(mck)

1. Applicant Information

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

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

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

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

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

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

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

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

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

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

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

2. Purpose of this Application (check appropriate box)

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

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

Explain: a gift for my son

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

3.1 Lot 1 Hayden Ward Lot 2 _____ Lot 3 _____

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

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

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

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

5. Easements or restrictive covenants

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

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

6.1

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

6.2 Access (check appropriate space)

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

If Water Access Only

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

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

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

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

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

7. **Official Plan**

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

8. **Current Application**

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

☐ YES ☒ NO ☐ UNKNOWN

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

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

☐ YES ☒ NO ☐ UNKNOWN

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

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

☐ YES ☒ NO ☐ UNKNOWN

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

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

☐ YES ☒ NO ☐ UNKNOWN

9. **Original Parcel**

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

☐ YES ☒ NO ☐ UNKNOWN

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

10. Affidavit / Sworn Declaration

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

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

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

Cameron Ward

Joan E. Ward
Signature of Applicant or Agent

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

Patrick J. Christie
A Commissioner of Oaths

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

11. Authorizations

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

Authorization of Owner for Agent to Make the Application

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

Date _____ Signature of Owner _____

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

Authorization of Owner for Agent to Provide Personal Information

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

Date _____ Signature of Owner _____

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

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

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

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

Date June 26, 2025

Signature of Owner Joan E. Ward
Cameron Ward

13. Additional Fees

The applicant hereby agrees:

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

Date June 26, 2025

Signature of Owner Joan E. Ward
Cameron Ward

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

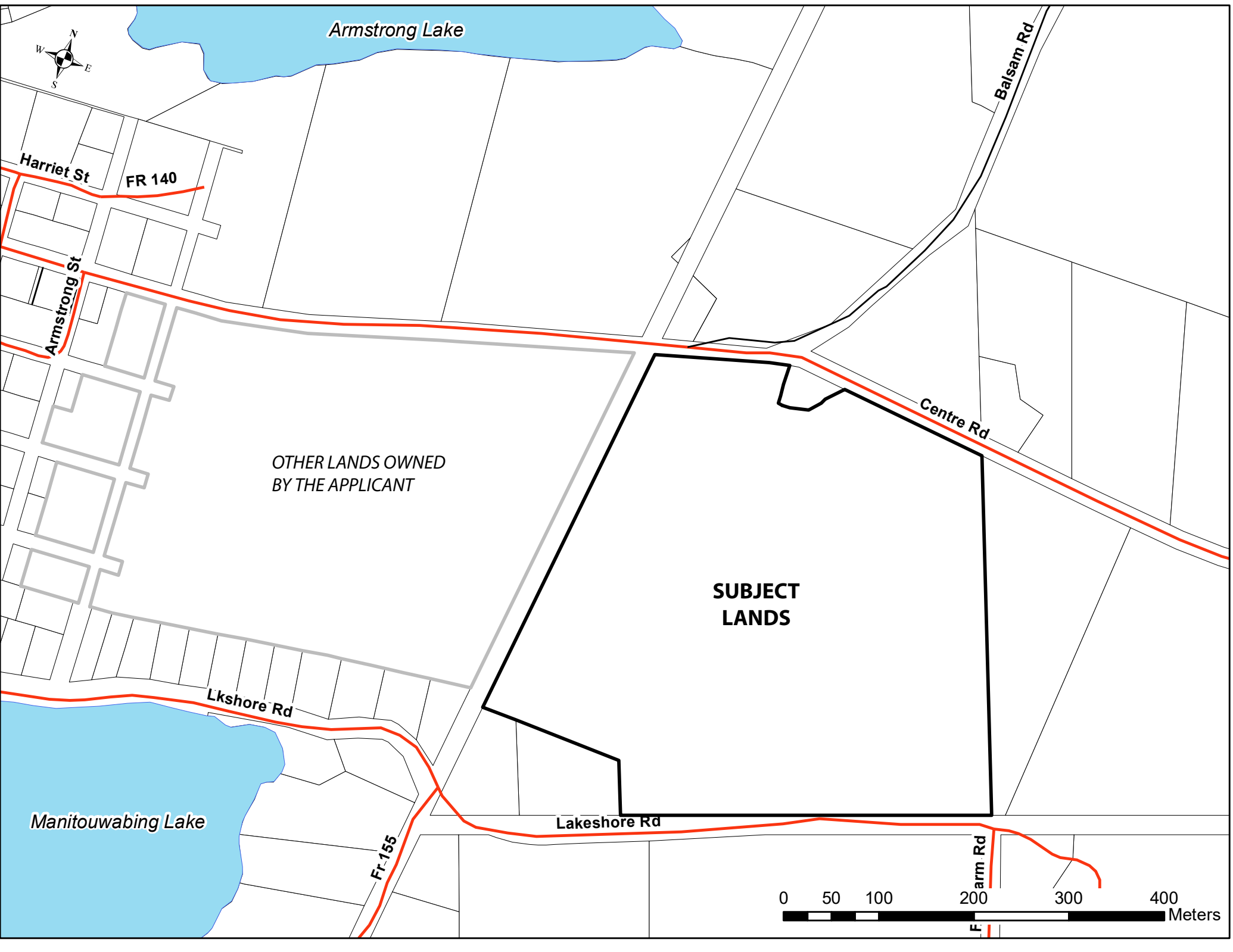
PLANNING BOARD

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

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

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

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



Armstrong Lake

Balsam Rd

Harriet St

FR 140

Armstrong St

Centre Rd

OTHER LANDS OWNED
BY THE APPLICANT

SUBJECT
LANDS

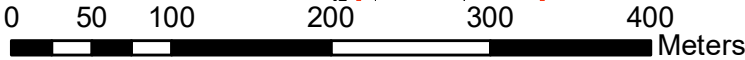
Lkshore Rd

Manitouwabing Lake

Lakeshore Rd

Fr-155

arm Rd





Balsam Rd

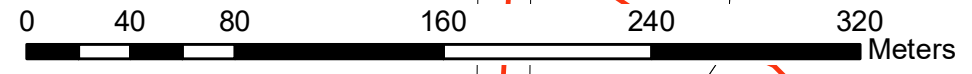
Centre Rd

Lkshore Rd

Lakeshore Rd

RETAIN
19.2 HA

SEVER
0.4 HA



142.3

41.1

13.1 23.5 22.9 22.8

160.2

412.9

311.6

153.5

58.8

330

60

66.7

66.7

60

60

PARRY SOUND AREA PLANNING BOARD

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

CONSENT APPLICATION NO. B14/2025(McK) - Ward

**PART OF LOT 26, CONCESSION 11
TOWNSHIP OF McKELLAR**

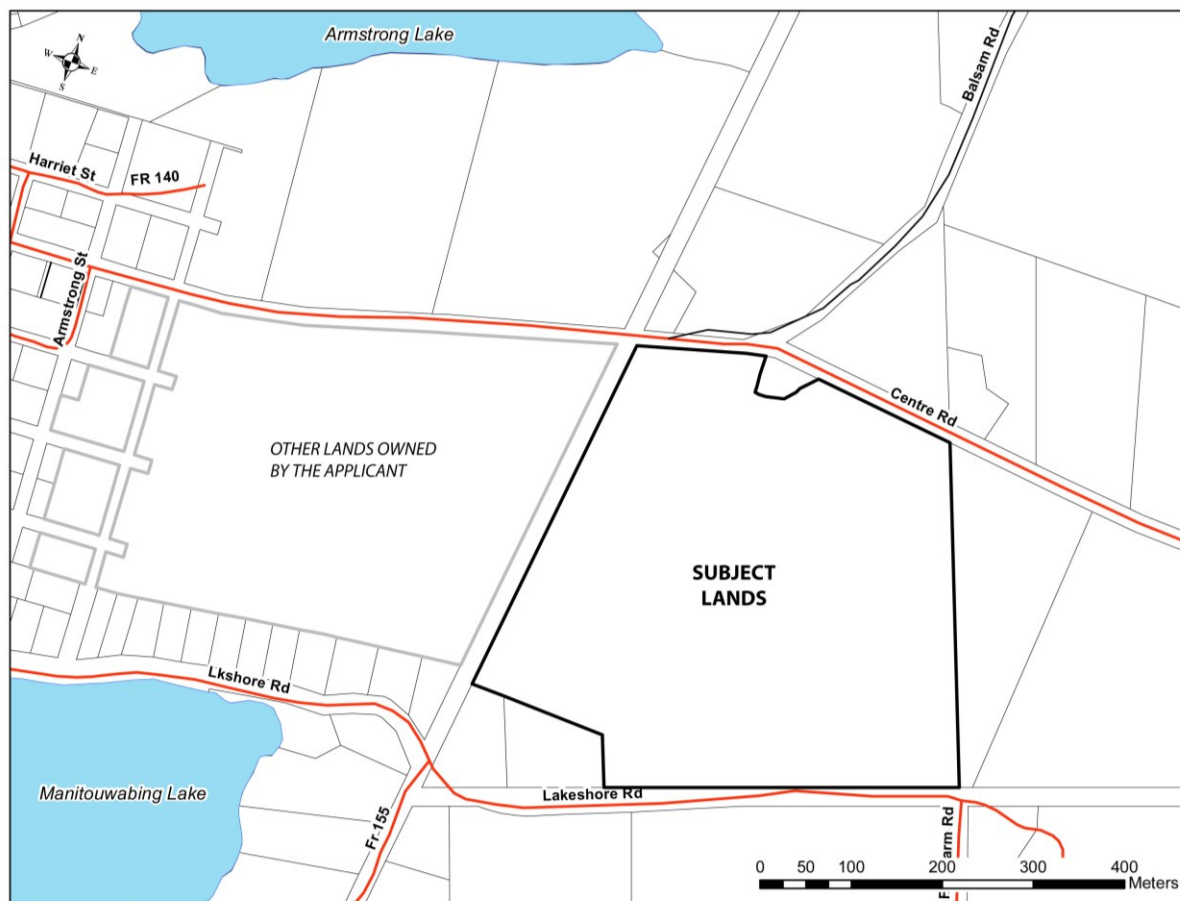
Roll # 492800000326400 PIN 52127-0237

Applicants: Cameron and Joan Ward

July 2, 2025

BACKGROUND / PURPOSE

Cameron and Joan Ward own a large piece of farmland that is part of Middle River Farm and 47 Centre Road. The subject lands also front on Lakeshore Road in the Township of McKellar.



PROPERTY DESCRIPTION

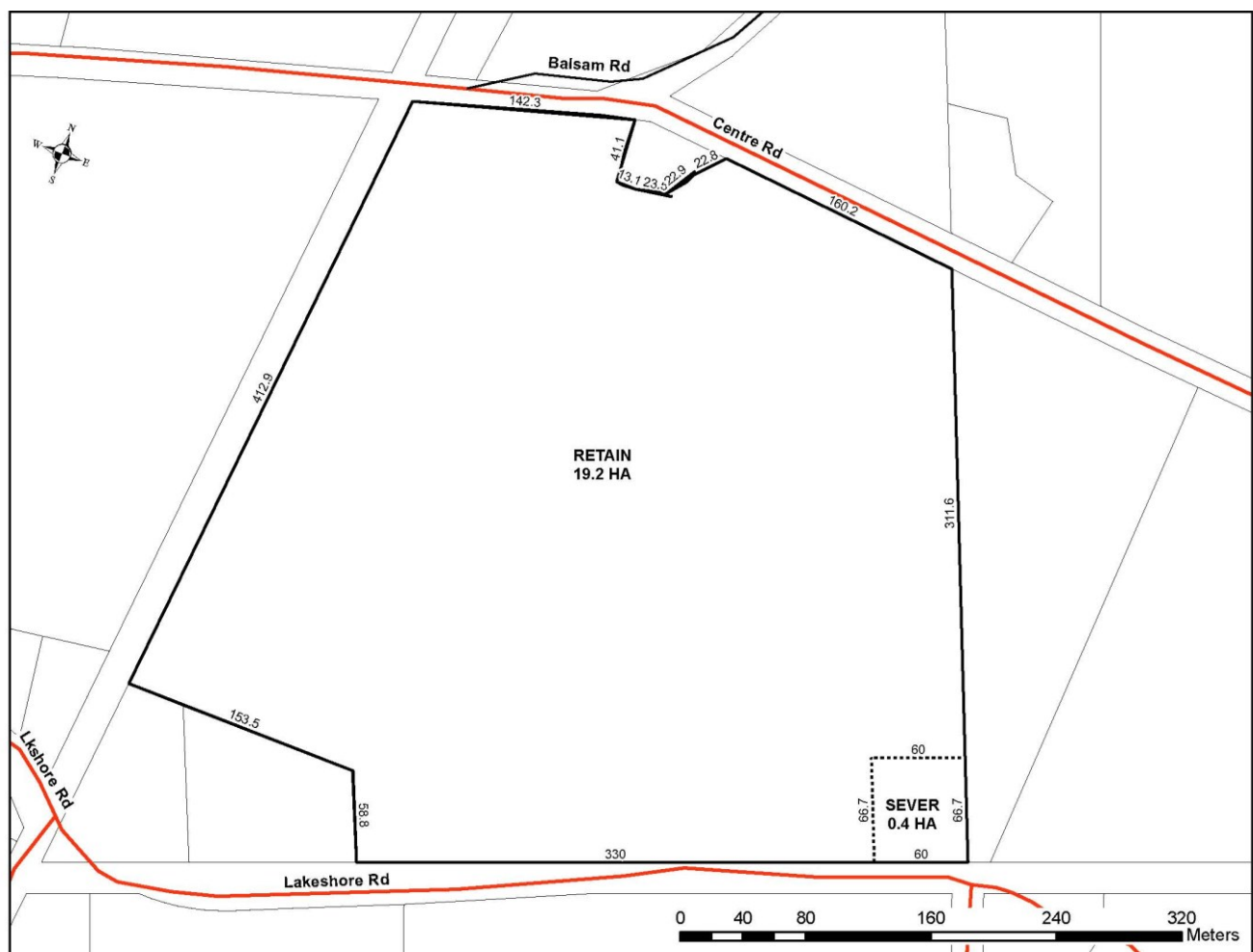
The lot is described as:

PIN 52127-0237

PT LT 26 CON 11 MCKELLAR AS IN RO167696 (THIRDLY), EXCEPT PT 1 42R13615; MCKELLAR

PROPOSED CONSENT

The proposed consent would create one (1) new residential lot fronting on Lakeshore Road in the south-east corner of the property.



	Frontage (m)	Depth(m)	Area(ha)
Retain	±630	±380	19.2
Sever	*60	66	0.4

EXISTING LOT CONDITIONS

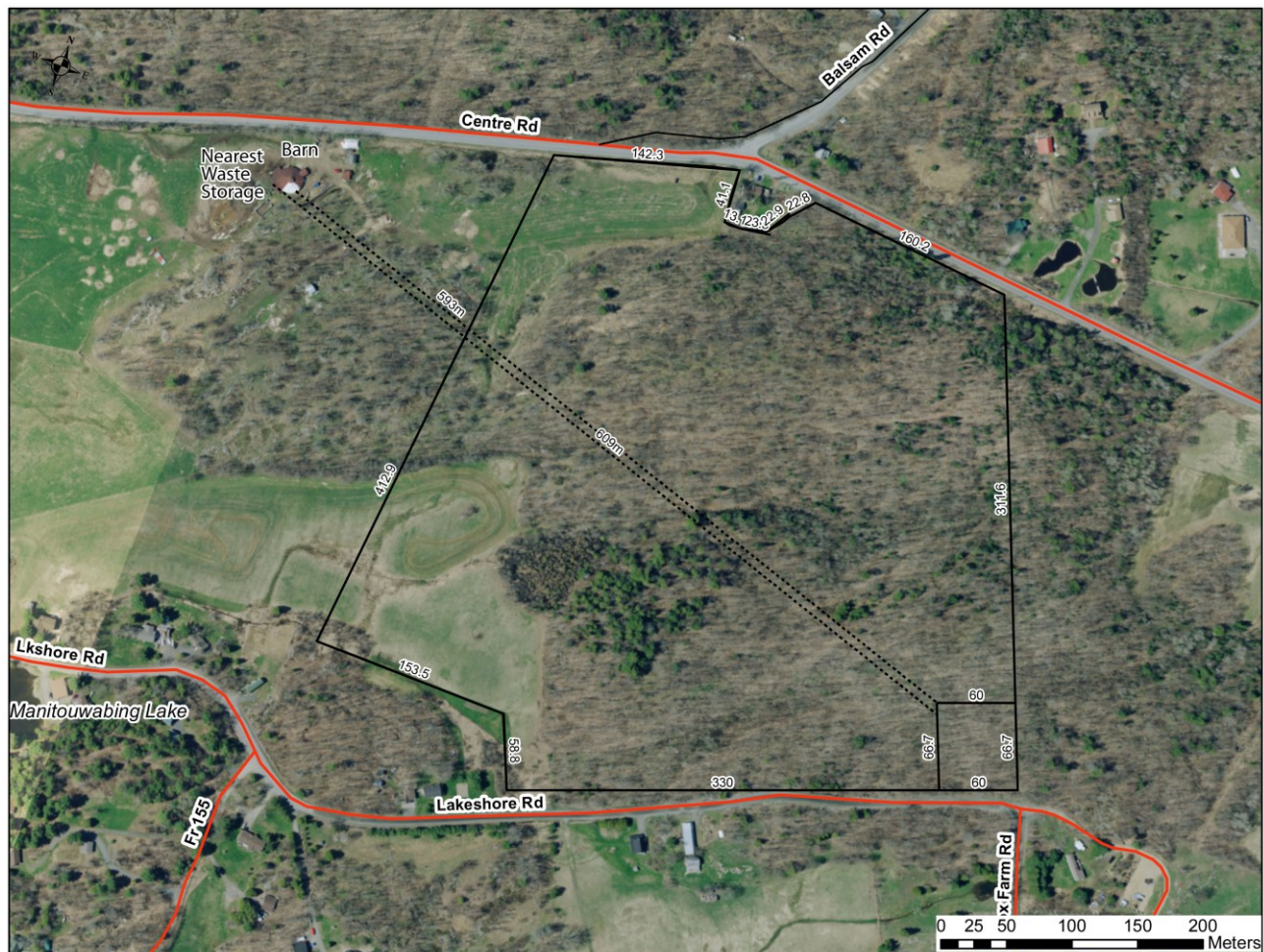
The subject land is a large vacant parcel (19.6 hectares) adjacent to Middle River Farm. Approximately 18% of the lot is field, while the majority is hardwood forest with some conifers.



MINIMUM DISTANCE SEPARATION

Because the subject land is adjacent to the Middle River Farm operation, it was necessary to calculate Minimum Distance Separation (MDS). The results of the MDS is below.

Building base distance 'F' (A x B x D x E) (minimum distance from livestock barn)	194 m (636 ft)
Actual distance from livestock barn	593 m (1944 ft)
Storage base distance 'S' (minimum distance from manure storage)	194 m (636 ft)
Actual distance from manure storage	609 m (1997 ft)



The proposed severed lot is over 3 times the required distance from the farm operation.

A copy of the MDS report is attached.

OFFICIAL PLAN

The subject lands are designated Rural in the Township's Official Plan.

New rural lots are permitted in accordance with the policy of the plan, subject to the standards of the zoning by-law.

- " 5.10.2 Consents to sever land will be permitted where it can be demonstrated that a plan of subdivision is not necessary for the proper development of the municipality; and
- (a) where a limited number of lots in accordance with Section 5.10.3 and 5.10.4 of this Plan are being proposed;
 - (b) where the pattern of development has been established;
 - (c) where the severance conforms to the policies of the Official Plan;
 - (d) where there is no extension to an opened and assumed municipal road;
 - (e) where the land fronts on an existing public, year round road or in accordance with the exceptions set out in 5.8.2;
 - (f) consents may be granted for boundary adjustments, correction of title, leases, easements, rights-of-way and other purposes that do not create separate lots. Such consents shall be evaluated on their own merit.
 - (g) consents may be permitted for mortgage purposes. Such consents shall be evaluated as if a new lot were to be created. "

PROVINCIAL POLICY STATEMENTS (P.P.S) 2024

The lands are considered Rural in the P.P.S. and are subject to following policies:

2.5 Rural Areas in Municipalities

1. Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - b) promoting regeneration, including the redevelopment of brownfield sites;
 - c) accommodating an appropriate range and mix of housing in rural settlement areas;
 - d) using rural infrastructure and public service facilities efficiently;
 - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
 - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;
 - g) conserving biodiversity and considering the ecological benefits provided by nature; and
 - h) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 4.3.
2. In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.

3. When directing development in rural settlement areas in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to rural lands in accordance with policy 2.6, including where a municipality does not have a settlement area.

2.6 Rural Lands in Municipalities

1. On rural lands located in municipalities, permitted uses are:
 - a) the management or use of resources;
 - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
 - c) residential development, including lot creation, where site conditions are suitable for the provision of appropriate sewage and water services;
 - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
 - e) home occupations and home industries;
 - f) cemeteries; and
 - g) other rural land uses.
2. Development that can be sustained by rural service levels should be promoted.
3. Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the uneconomical expansion of this infrastructure.
4. Planning authorities should support a diversified rural economy by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

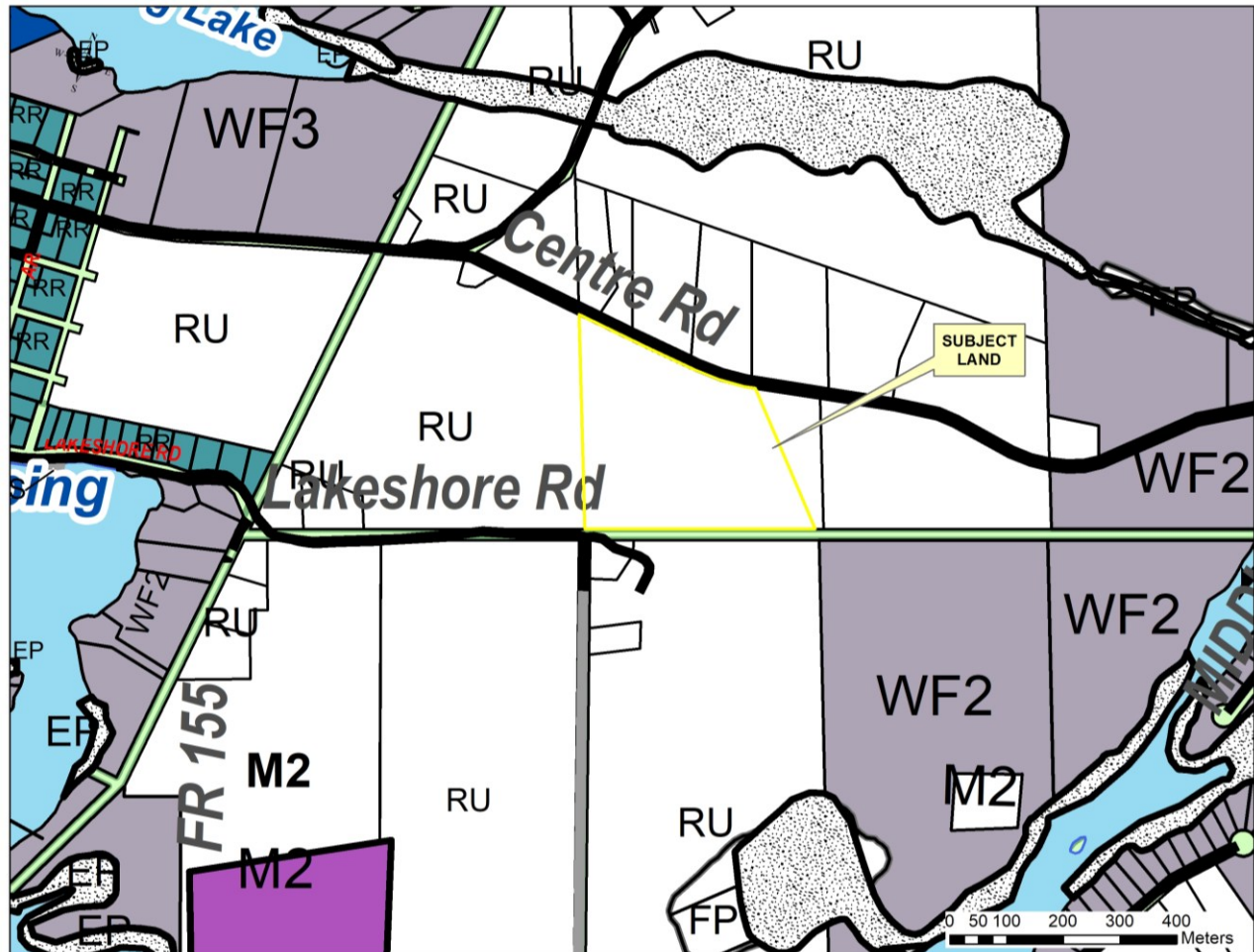
There are no inconsistencies with these policies.

ZONING BY-LAW

The subject lands are zoned Rural (RU) in the Township's Zoning By-law.

The proposed lot meets the standards of the Rural Zone.

There are no constraints identified on the zoning map.



RECOMMENDATION

That the proposed consent to allow the creation of one (1) new rural lot in part of Lot 26, Concession 11 in the Township of McKellar as applied for by Cameron and Joan Ward in Application No. B14/2025(McK) be approved subject to the following conditions:

1. Payment of a fee in lieu of parkland as required in the Township of McKellar fee By-Law;
2. 911 Addressing for the proposed new lot;

3. That the applicant convey any portion of Lakeshore Road 10 metres from the centre line to the Township of McKellar;
4. Payment of any applicable planning board fees.

Respectfully,

A handwritten signature in blue ink, appearing to read "Patrick Christie". The signature is fluid and cursive, with the first name "Patrick" and last name "Christie" clearly distinguishable.

Patrick Christie, C.P.T.
Secretary-Treasurer
Parry Sound Area Planning Board



MDS I

General information

Application date Jul 2, 2025	Municipal file number B14 2025 (McK) - Ward	Proposed application Lot creation for a maximum of three non-agricultural use lots
Applicant contact information Cam Ward Middle River Farm 47 Centre Road McKellar, ON P0G 1C0 katy@middleriverfarm.com	Location of subject lands District of Parry Sound Township of McKellar MCKELLAR Concession B , Lot 20 Roll number: 492800000326400	

Calculations

Middle River Farm

Farm contact information

Cam Ward
Middle River Farm
47 Centre Road
McKellar, ON
P0G 1C0
katy@middleriverfarm.com

Location of existing livestock facility or anaerobic digester

District of Parry Sound
Township of McKellar
MCKELLAR
Concession B , Lot 20
Roll number: 492800000326400

Total lot size

91 ac

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	34	34 <u>NU</u>	1700 <u>ft²</u>
Solid	Chickens, Broilers	200 <u>ft²</u>	0.7 <u>NU</u>	200 <u>ft²</u>
Solid	Chickens, Layer hens (for eating eggs; after transfer from pullet barn), Floor Run	100	0.7 <u>NU</u>	100 <u>ft²</u>
Solid	Swine, Feeders (27 - 136 kg), Deep Bedded	20	3.8 <u>NU</u>	321 <u>ft²</u>
	- Not Specified -		0 <u>NU</u>	<u>NA</u>

Setback summary

Existing manure storage	V3. Solid, outside, no cover, >= 30% DM		
Design capacity	39.2 <u>NU</u>		
Potential design capacity	117.7 <u>NU</u>		
Factor A (odour potential)	0.75	Factor B (design capacity)	334.27
Factor D (manure type)	0.7	Factor E (encroaching land use)	1.1

Building base distance 'F' (A x B x D x E)
(minimum distance from livestock barn) 194 m (636 ft)

Actual distance from livestock barn 593 m (1944 ft)

Storage base distance 'S'
(minimum distance from manure storage) 194 m (636 ft)

Actual distance from manure storage 609 m (1997 ft)

Preparer signoff & disclaimer

Preparer contact information

Patrick Christie
PSAPB
1 mall drive, Unit 2
Parry Sound, ON

P2A3A9
705-746-5216
psapb@vianet.ca

Signature of preparer

Patrick Christie , S-T

Date (mmm-dd-yyyy)

Note to the user

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

© King's Printer for Ontario, 2012-25

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 23, 2025, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

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

Parry Sound District:

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

REGRETS:

ALSO IN ATTENDANCE:

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

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
--	--------------------

1.0 CALL TO ORDER

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

Rick Champagne, Board of Health Chairperson called the Board of Health meeting to order at 6:50 p.m.

2.0 APPROVAL OF AGENDA

The agenda for the April 23, 2025, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2025/04/01 *Sheppard/Still

Be It Resolved, that the Board of Health Agenda, dated April 23, 2025, be approved.

The recorded vote was as follows:

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

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

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – February 26, 2025

The minutes from the Board of Health meeting held on February 26, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2025/04/02 *Restoule/Flowers

Be It Resolved, that the minutes from the Board of Health meeting held on February 26, 2025, be approved as presented.

The recorded vote was as follows:

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		

Blair Flowers	X	Marianne Stickland	X
Sara Inch	X	Catherine Still	X
Jamie Lowery	X	Maurice Switzer	X
Jamie McGarvey	X	Dave Wolfe	X

“Carried”

5.0 DATE OF THE NEXT MEETING

Date: June 26, 2025

Time: to be determined

Place: Georgian Room, Parry Sound Office

6.0 BUSINESS ARISING

There was no discussion under Business Arising.

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated April 23, 2025, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

8.0 BOARD COMMITTEE REPORTS

8.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting. The following motions were read:

Board of Health Resolution #BOH/2025/04/03 *Stickland/Sheppard

***Whereas**, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and*

***Whereas**, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and*

***Whereas**, on April 23, 2025, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2024.*

***Now Therefore Be It Resolved**, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve*

the transfer of funds from the Health Unit general account to the municipal reserve in the amount of \$154,064; and

Furthermore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2024; and

Furthermore Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2024, be sent to member municipalities.

The recorded vote was as follows:

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

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

“Carried”

Board of Health Resolution #BOH/2025/04/04 *Inch/Restoule

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit approved a list of signing officers for 2025 at its meeting on January 22, 2025; and

Whereas, a new position, Manager Finance has been created through the reorganization process;

Therefore, Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve Kimberly Gervais, Manager, Finance, as a signing officer for the year 2025.

The recorded vote was as follows:

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

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		

Blair Flowers	X	Marianne Stickland	X
Sara Inch	X	Catherine Still	X
Jamie Lowery	X	Maurice Switzer	X
Jamie McGarvey	X	Dave Wolfe	X

“Carried”

Board of Health Resolution #BOH/2025/04/05 *Sheppard/McGarvey

Whereas, the current Executive Director, Finance was given delegated authority to represent the Health Unit in 2020; and

Whereas, the current Executive Director, Finance position will not be refilled after retirement; and

Whereas, a level III Representative with CRA assists with the efficient operation of the Health Unit.

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the Manager, Finance, as their level III Representative with the Canada Revenue Agency (CRA), with no set end date.

The recorded vote was as follows:

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

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

“Carried”

Board of Health Resolution #BOH/2025/04/06 *Wolfe/Lowery

Whereas, the North Bay Parry Sound District Health Unit submitted a one-time funding request with the annual service plan on March 31, 2025; and

Whereas, the Board of Health approval should have been obtained prior to submission; and

Whereas, the Ministry of Health permitted applications for the purchase of new purpose-built vaccine refrigerators;

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the submission of a request for two purpose-built vaccine refrigerators at a total cost of \$30,816.00.

The recorded vote was as follows:

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

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

“Carried”

Board of Health Resolution #BOH/2025/04/07 *Still/Stickland

Whereas, the current thresholds for approving of legal documents, purchases, and asset capitalization have not been revised since 2007; and

Whereas, the cost of living and inflation have changed significantly since that time;

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approves thresholds as presented in Tables 1-4.

The recorded vote was as follows:

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

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

“Carried”

8.1 Personnel Policy, Employee/Labour Relations Committee

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

Board of Health Resolution #BOH/2025/04/08 *Lowery/McGarvey

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

Whereas, the Board of Health conducted a performance evaluation for the Medical Officer of Health/Executive Officer (MOH/EO) in 2024 as per Board of Health Bylaw Section IV, #54; and

Whereas, the Board of Health directed that the next evaluation occur in 2025,

Therefore Be it Resolved, that on the recommendation of the Personnel Policy, Employee/Labour Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the continuation of the Ad Hoc committee, called the “Medical Officer of Health Performance Evaluation Committee,” which is comprised of the Chairperson of the Board of Health, Chairperson of the Personnel Policy, Labour/Employee Relations Committee, and the Executive Director of Corporate Services; and

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

The recorded vote was as follows:

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

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

“Carried”

9.0 CORRESPONDENCE

Board of Health correspondence listed for the April 23, 2025, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Association of Local Public Health Agencies (alPHA) 2025 Annual General Meeting

The following motion was read:

Board of Health Resolution #BOH/2025/04/09 *Stickland/Restoule

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes two Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2025 Annual General Meeting and Conference to be held June 18-20 at The Pantages Hotel, located at 200 Victoria Street in Toronto, ON; and

Furthermore Be It Resolved, that expenses related to attendance of the alPHA 2025 Annual General Meeting and Conference be paid in accordance with the Board of Health Bylaw, VI, #79.

The recorded vote was as follows:

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

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

“Carried”

16.0 IN CAMERA

There was no in camera session.

17.0 ADJOURNMENT

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 7:24 p.m.

Original Signed by Rick Champagne	2025/06/25
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2025/06/25
Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, April 23, 2025
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:**Nipissing District:**

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe (Chairperson)
Eastern Appointee	Rick Champagne
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Western Appointee	Jamie McGarvey
Southeastern Appointee	Marianne Stickland

Public Appointees:

Tim Sheppard (Vice-Chairperson)
Catherine Still

REGRETS:**ALSO IN ATTENDANCE:**

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Finance	Isabel Churcher
Executive Director, Corporate Services	Paul Massicotte
Executive Assistant, Executive Director's Office	Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
--	--------------------

1.0 CALL TO ORDER

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

Dave Wolfe, Finance and Property Chairperson called the meeting to order at 5:10 p.m.

2.0 LAND ACKNOWLEDGEMENT

The land acknowledgement was provided by Marianne Stickland.

3.0 APPROVAL OF AGENDA

The agenda for April 23, 2025, Finance and Property Committee meeting was reviewed, and the following motion was read:

Finance and Property Recommendation #FP/2025/04/01 * Still/Stickland

Be It Resolved, that the Finance and Property Committee agenda dated April 23, 2025 be approved.

The recorded vote was as follows:

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

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

“Carried”

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 PRESENTATION: AUDIT REPORT

Sara Lingenfelter of KPMG LLP provided a presentation on the audit for the year ended December 31, 2024.

Ms. Lingenfelter reviewed the Audit Findings Report. The audit was reported as substantially complete, with no identified audit risks, uncorrected misstatements, significant unusual transactions, internal control deficiencies, or issues related to accounting policies or financial reporting. No concerns were noted regarding the application of new accounting standards or presentation and disclosure practices.

Ms. Lingenfelter also summarized KPMG’s audit methodology, including quality indicators, team composition, and use of technology.

Questions from Board of Health members were addressed.

Ms. Lingenfelter and Health Unit staff were thanked for their work and the presentation to the Finance and Property Committee. She left the meeting at 5:35 p.m.

6.0 APPROVAL OF PREVIOUS MINUTES

6.1 Finance and Property committee Minutes – February 26, 2025

The minutes from the Finance and Property Committee meeting held on February 26, 2025, were reviewed and the following motion was read:

Finance and Property Recommendation #FP/2025/04/02 *Lowery/Switzer

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on February 26, 2025, be approved as presented.

The recorded vote was as follows:

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

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

“Carried”

7.0 DATE OF NEXT MEETING

Date: June 25, 2025

Time: To be determined

Location: Georgian Room, Parry Sound Office

8.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

9.0 NEW BUSINESS

9.1 2024 Year-end Audit

There was no additional discussion following the 2024 year-end audit report presentation provided at the start of the meeting.

The following motion was read:

Finance and Property Recommendation #FP/2025/04/03 *Champagne/Stickland

Whereas, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and

Whereas, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and

Whereas, on April 23, 2025, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2024.

Now Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the transfer of funds from the Health Unit general account to the municipal reserve in the amount of \$154,064; and

Furthermore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2024; and

Furthermore Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2024, be sent to member municipalities.

The recorded vote was as follows:

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

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

“Carried”

9.2 Signing Officer 2025

The following motion was read:

Finance and Property Recommendation #FP/2025/04/04 *Cook/McGarvey

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit approved a list of signing officers for 2025 at its meeting on January 22, 2025; and

Whereas, a new position, Manager Finance has been created through the reorganization process;

Therefore, Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve Kimberly Gervais, Manager, Finance, as a signing officer for the year 2025.

The recorded vote was as follows:

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

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

“Carried”

9.3 CRA – Represent a Client

The following motion was read:

Finance and Property Recommendation #FP/2025/04/05 *Inch/Restoule

Whereas, the current Executive Director, Finance was given delegated authority to represent the Health Unit in 2020; and

Whereas, the current Executive Director, Finance position will not be refilled after retirement; and

Whereas, a level III Representative with CRA assists with the efficient operation of the Health Unit.

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the Manager, Finance, as their level III Representative with the Canada Revenue Agency (CRA), with no set end date.

The recorded vote was as follows:

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

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

“Carried”

9.4 One-time Funding Request for 2025

The following motion was read:

Finance and Property Recommendation #FP/2025/04/06 *Still/Cook

Whereas, the North Bay Parry Sound District Health Unit submitted a one-time funding request with the annual service plan on March 31, 2025; and

Whereas, the Board of Health approval should have been obtained prior to submission; and

Whereas, the Ministry of Health permitted applications for the purchase of new purpose-built vaccine refrigerators;

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the submission of a request for two purpose-built vaccine refrigerators at a total cost of \$30,816.00.

The recorded vote was as follows:

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

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

Jamie McGarvey	X	Dave Wolfe	X
----------------	---	------------	---

“Carried”

9.5 Amendments to Thresholds

The following motion was read:

Finance and Property Recommendation #FP/2025/04/07 *Lowery/McGarvey

Whereas, the current thresholds for approving of legal documents, purchases, and asset capitalization have not been revised since 2007; and

Whereas, the cost of living and inflation have changed significantly since that time;

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve thresholds as presented in Tables 1-4.

The recorded vote was as follows:

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

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

“Carried”

9.6 First Quarter Financial Statements – January 1 to February 28, 2025

The first quarter financial statements were provided to the Finance and Property Committee for information purposes.

9.7 First Quarter Medical Officer of Health Expenses – January 1 to February 28, 2025

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

11.0 IN CAMERA

There was nothing brought forward requiring a closed session.

12.0 ADJOURNMENT

Having no further business, Dave Wolfe, the Finance and Property Committee Chairperson adjourned the meeting at 5:50 p.m.

Original Signed by Dave Wolfe

2025/06/25

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Ashley Lecappelain

2025/06/25

Ashley Lecappelain, Recorder

Date (yyyy/mm/dd)

TOWNSHIP OF McKELLAR RECREATION COMMITTEE – MINUTES

June 26, 2025, 4:00 p.m.
McKellar Community Centre

PRESENT IN PERSON: Morley Haskim, Judy Ryeland, Terry Lacey, Phil Jeffkins,
Dinah Ryeland-Brown, Chris Bishop, Kathy Deguara
ABSENT: Francis Deguara, Michelle Dimmick

CALLED TO ORDER: 4:00 p.m.

APPROVAL OF THE MINUTES: Moved by T. Lacey and seconded by J. Ryeland that the Recreation Committee of the Township of McKellar does hereby accept the minutes of the May 22, 2025, meeting. **Motion Carried (25-27).**

ADDITIONS TO THE AGENDA: C. Bishop asked for time to speak on a matter in new business.

APPROVAL OF THE AGENDA: Moved by K. Deguara and seconded by J. Ryeland that the Recreation Committee of the Township of McKellar does hereby accept the agenda for the June 26, 2025, meeting. **Motion Carried (25-28).**

DECLARATION OF CONFLICT OF INTEREST: None

VISITORS: None

VISITOR DEPUTATIONS: None

CORRESPONDENCE RECEIVED: Community Advertising - See Report of Members item #4.

Email from Helen Kohl requesting a weekend time slot for yoga in September of 2025. We will ask her to contact the Office to make arrangements for times available as well as payment methods.

REPORTS OF MEMBERS:

1. **Pickleball:** This activity continues to be popular in the community. Due to some extremely hot and humid weather the floor to the arena would not dry. For safety reasons play was moved inside. Budgeting through Public Works is in the process for lines to be painted in the arena to outline four pickleball courts. There are still some of the lights, in the arena and skate room, that require new bulbs.

2. **Badminton:** This activity continues to see a steady following of participants, as well as, new players trying out the sport.
3. **T-Ball:** The season is up and running for Kid's T-Ball. Coach Heather Chambers along with M. Haskim are leading approximately 12 kids in the activity. The team has been supplied with new shirts and hats sponsored by J.T. Fabricating & Excavation of Broadbent. The Rec Comm. is considering an end of season BBQ and fun ball game to coincide with the opening of the new ball diamond, Friday Aug 22, 2025 from 1-2pm.
4. **Community Advertizing:** The Committee received an email from Tina Haskim with regards to community advertising for the McKellar Rec Comm. We are hoping to involve the Township office in coordinating advertising for the Rec Comm. Members of the committee will meet with Office staff to see how advertising can be done.

NEW BUSINESS:

1. **Library & Science North:** Moved by J. Ryeland and seconded by K. Deguara that the Recreation Committee provide \$150 for the upcoming Science North Event, 1-4pm Aug 21. 2025.
Motion Carried (25-29)
2. **Broadbent Community Get Together:** The Rec Comm. will be supplying bbq, food (hot dogs & hamburgers, chips & pops) for this event to be held at the Broadbent Ballpark 5-6pm Sat. Jun 28, 2025. The committee will also bring various games for the kids to play and enjoy.
3. **Fireworks - Broadbent Ballpark:** Occurring on 9:15pm Sat June 28, 2025. The Township has donated \$1000 for the fireworks as well as donations from private individuals. The McKellar Fire Department will also be on scene.
4. **Ribfest 2025 - July 6, 2025:** The Ribfest Committee has been corresponding with the competitors providing instructions and information about the upcoming event. Rec Comm to set up at 2 pm. Event runs 4 - 8pm.
5. **Cafe Night - July 11, 2025:** Arrangements for this event are set with regards to entertainment, bar and food. Posters have been made and the event is being advertised. Event runs 7 - 11pm.
6. **Kid's Fish & Fun - July 12, 2025:** A work sheet for the event will be circulated soon outlining the activities. It will be run very similar to last year's event. It will run 2:30 - 5pm.
7. **Canoe & Kayak Trip - Aug. 3, 2025:** Deferred to the July 24, 2025 meeting
8. **Ball Diamond Grand Opening - Aug 22, 2025:** Deferred to the July 24, 2025 meeting
9. **Fall Fair - Sept 6, 2025:** Deferred to the July 24, 2025 meeting

10. Appointment of Vice-Chairperson: Moved by T. Lacey and seconded by C. Bishop that the McKellar Recreation Committee appointed Kathy Deguara as the Vice-Chairperson. **Motion carried (25-30)**

11. Resignation from Committee: At this time Chris Bishop has asked to resign, for personal reasons, from the McKellar Rec Comm., however, he will continue to volunteer in the community. He was thanked for his past contributions and time with the committee.

Next Meeting: July 24, 2025, 4 pm

Adjournment: Moved by T. Lacey and seconded by C. Bishop that the Recreation Committee of the Township of McKellar does hereby adjourn at 5:20 p.m. **Motion Carried (25-31).**

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, May 28, 2025
via Zoom**

Directors Present (voting): Paul Borneman, Vice Chair
Don Carmichael, Secretary/Treasurer
Cheryl Ward
Pamela Wing, Chair
Debbie Zulak

Director Regrets: Joe Beleskey
Gail Finnson

Staff Attending (non voting): Kami Johnson, Administrator

Staff Regrets: -

Specially Invited (non voting): William Brooks, Cassellholme
Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, West Parry Sound Health Centre
Oscar Poloni, KPMG
Heidi Stephenson, West Parry Sound Health Centre

- 1.0 Call to Order:** The Board Chair called the meeting to order at 9:05 a.m.
- 2.0 Confirmation of Quorum:** A quorum was achieved.
- 3.0 Conflict of Interest:** No conflicts were declared.
- 4.0 Land Acknowledgement** – K. Johnson provided the Land Acknowledgement.
- 5.0 Approval of Agenda:**

#BH-42/25

Moved by C. Ward, seconded by D. Zulak that be it resolved that the Board of Management accepts the agenda as amended: A. Salach will not be attending the meeting.

Carried.

6.0 Approval of Minutes:

#BH-43/25

Moved by C. Ward, seconded by P. Wing that be it resolved that the minutes of the Board of Management meetings held April 23, 2025, be approved.

Carried.

7.0 Financial Reports:

7.1 Financial Audit Presentation by O. Poloni of KPMG

Summary of Audit Presentation for Belvedere Heights (Year Ended December 31, 2024)

1. Audit Overview

- The audit was conducted in accordance with Canadian auditing standards.
- An unqualified (clean) audit opinion will be issued—the highest level of assurance.
- Materiality was set at \$385,000 (3% of prior year revenues); posting threshold for reporting uncorrected errors is \$19,000.
- No issues were found related to internal controls, fraud, legal non-compliance, or uncorrected audit differences.

2. Key Requirements for Audit Completion

- Board approval of financial statements.
- Management representation letter.
- Final audit procedures including review of subsequent events.

3. Financial Highlights

Statement of Financial Position:

- Cash decreased by \$324,000 year-over-year, driven by:
 - Operating surplus (adjusted for amortization): +\$1.7M
 - Changes in working capital: -\$668K
 - Capital spending: -\$1.4M
- Accounts receivable increased by \$689,000 due to:
 - \$379K capital levy not yet collected
 - \$142K ICIP funding for HVAC
 - \$100K increase in HST receivable
- Accounts payable decreased by \$281,000, mainly due to:
 - \$500K drop in payroll liabilities (prior year included unsettled contracts)
 - Offset by a \$189K increase in trade payables
- Payable to Ministry of Long-Term Care increased to \$510,000.
 - Reflects recoveries and adjustments related to funding programs.
- Deferred revenue rose by \$295,000, primarily due to unspent funding for a nurse call bell system.
- Tangible capital assets increased by \$1M:
 - \$1.3M in additions (e.g., redevelopment project, HVAC upgrades)

- o \$274K amortization

Statement of Operations:

- Total revenues: ~\$14.4M (up \$900K or 7%)
 - o Increase driven by:
 - \$700K municipal capital requisition
 - Higher resident fees
 - Rise in miscellaneous income (e.g., interest)
- Life lease sales of \$772K in prior year not repeated this year.
- Operating expenses: Slight decrease overall (~\$10K).
 - o Current fund operations rose ~\$800K
 - o Life lease expenses down (no unit sales this year)

Ministry Funding:

- Nursing and personal care funding up (inflation-adjusted).
- Accommodations and resident fees increased.
- Pandemic funding decreased (due to underspending).
- Local priorities funding increased.

Resident Fees Breakdown:

- Basic accommodation fees increased (rates adjust annually).
- Private and semi-private fees stable.

Expenses by Envelope:

- Nursing and personal care remains the largest expense.
- Other categories (accommodations, food, admin, etc.) rose due to higher funding and service levels.

4. Sectoral Observations

- The Province is becoming more aggressive in recovering unspent or excess funds, especially in long-term care and hospital sectors.
- Some challenges are emerging from ministry interpretations of capacity thresholds affecting funding.

5. Closing Remarks

- Auditors expressed appreciation to the Belvedere Heights team for their cooperation.
- Final presentation slides will be corrected and shared with management.

#BH-44/25

Moved by C. Ward, seconded by D. Zulak that the Board of Management for the District of Parry Sound West Belvedere Heights, Year ended December 31, 2024, financial statements be approved and be referred to the Annual Information Meeting for receipt.

Carried.

Referred to the Annual Information Meeting

7.2 Lifelease Budget for 2025

Summary:

- **Maintenance Fees:**
 - Fees for the 18 owned units increased by 3%, consistent with past years.
 - Fees for rented units increased by 2.6%, which is the maximum allowed by government regulation.
- **Scheduled Increases:**
 - All increases are on a set schedule, managed by Helen.
 - The budget includes expected increases in property taxes (3.7%), natural gas, and hydro.
- **Other Expenses:**
 - Government and administrative fees remain unchanged despite Glenn's departure; Helen and maintenance now manage these.
 - Insurance figures are finalized and included.
 - Service contract costs are rising due to aging units (around 20 years old) needing more frequent repairs.
- **Capital Reserve & Surplus:**
 - The capital reserve contribution stays at \$12,000 total (\$500 per unit).
 - Small surpluses are expected for both owned and rented units.
 - The surplus for rented units may help with buying back units or covering large capital expenditures.
- **Communication with Residents:**
 - Lifelease residents requested copies of the budget and last year's financials.
 - Tessa will join Kami and others next month to present and explain the budget to them.

#BH-45/25

Moved by D. Carmichael, seconded by P. Borneman that the Board of Management approves the 2025 Lifelease Budget as presented.

Carried.

7.3 Finance Committee – May 2025 Report

Summary:

- **Current Financial Position:**
 - Four months into the fiscal year (about one-third of the way), operations show a **\$330,000 surplus**.
 - The **year-end forecast** is **\$691,000**, lower than a straight-line projection due to one-time and timing factors.
- **Key Variances and Items:**
 - A **non-recurring \$94,000 refund from WSIB** boosted current results.
 - Surpluses in **nursing (\$97,000)** and **programs (\$32,000)** are expected to decrease as the year progresses.
 - A **\$38,000 PSW wage supplement** is at risk of needing repayment if not used.
 - **ICIP HVAC expenses totaling \$169,000** are fully covered by matching revenue.
 - The **flooring project (\$115,000)** appears as **work in process** on the balance sheet.

- **Envelope Balances:**
 - **Raw food envelope is in deficit**, but it can be offset by surpluses in nursing or programs.
 - The **accommodation envelope shows a \$308,000 deficit**, mostly covered by the **municipal levy** with \$25,000 remaining.
- **Other Notable Expenses:**
 - **Large disbursements** included:
 - Willow flooring: **\$121,000**
 - Near North IT upgrade: **\$22,000**
 - Nursing slings and contracts: **\$74,000**
 - Recruitment firm: **\$13,000**
- **Balance Sheet:**
 - **Current ratio is 1.94**, indicating strong liquidity (almost \$2 for every \$1 of expenses).
 - Flooring project reflected as an ongoing capital item.
- **Community Support Services (CSS):**
 - Ended their fiscal year with an **unaudited \$21,000 surplus**.
 - Awaiting potential **top-up funding from the Ministry** to cover earlier shortfalls---this may be accrued based on a comfort letter.
- **Conclusion:**
 - Financial performance is strong so far, with one-time items contributing to current surpluses.
 - Several expenses are expected to increase as the year progresses, and planning is in place to manage potential risks.

#BH-46/25

Moved by D. Zulak, seconded by P. Borneman that the May 2025 financial report be received as submitted.

Carried.



Township of McKellar

Report to Council

Prepared for: Mayor & Council

Department: Administration

Date: July 15, 2025

Report No: ADMIN-2025-11

Subject: Municipal Election 2026 – Alternative Voting Method

Recommendation:

WHEREAS Section 11 of the *Municipal Elections Act, 1996* (MEA) assigns the Clerk the responsibility for preparing and conducting Municipal elections; and

WHEREAS Section 42(1)(b) of the MEA allows Municipalities to pass By-laws authorizing the use of alternative voting methods, including internet voting; and

WHEREAS internet voting has been shown to enhance accessibility, improve convenience, increase efficiency, and provide a secure and cost-effective voting method; and

WHEREAS it is prudent to authorize the use of internet voting well in advance of the 2026 Municipal and School Board Election to allow sufficient time for vendor procurement and logistical planning; and

WHEREAS the Township of McKellar successfully implemented internet voting in the 2022 election using the services of Intelivote Systems Inc., and staff recommend continuing with the same vendor for consistency and operational efficiency;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar does hereby:

- 1) Authorizes the use of internet voting as the voting method for the 2026 Municipal and School Board Election;
- 2) Council directs staff to prepare and present a By-law to authorize these voting methods in accordance with Section 42 of the *Municipal Elections Act, 1996*;
- 3) Council authorizes staff to initiate the process to procure an internet voting service provider, in compliance with all applicable legislation and Municipal procurement policies;
- 4) Council supports continued participation in the West Parry Sound Municipal group purchasing arrangement to secure group pricing with Intelivote Systems Inc.

Background:

The Clerk/Administrator and Deputy Clerk have begun preparations for the 2026 Municipal and School Board Elections, scheduled for October 26, 2026. As per Section 11 of the *Municipal Elections Act* (MEA), the Clerk, acting as Returning Officer, is legislatively responsible for organizing and conducting the election. Section 42(1) of the MEA allows Municipalities to adopt alternative voting methods through By-laws. These may include internet voting, vote-by-mail, and the use of vote-counting equipment such as tabulators.

Many Ontario Municipalities are opting for alternative voting methods, reflecting a shift toward more modern, accessible, and efficient electoral practices. To proceed with internet voting, a By-law must be passed no later than May 1, 2026. However, early adoption of such a By-law is strongly recommended to allow adequate time to secure a qualified vendor. Due to limited vendor capacity and high demand, early action will help ensure timely and reliable service delivery.

Analysis:

Staff recommend continuing with internet voting for the 2026 Municipal Election based on its strong record of convenience, efficiency, and accessibility.

Benefits of Internet Voting

Internet voting offers numerous administrative and operational advantages. It accelerates both the voting and vote-counting processes, reducing the need for manual handling and minimizing the potential for human error. Results can be tabulated almost instantaneously, improving accuracy and reducing election-night delays.

Cost-wise, internet voting reduces the demand for physical resources such as paper ballots and poll workers, leading to overall operational savings. It also supports environmentally sustainable practices by minimizing paper usage.

The accessibility benefits are also significant. Voters with mobility challenges, caregiving responsibilities, or conflicting schedules can participate securely and conveniently from any internet-connected location. Online platforms typically offer user-friendly features like adjustable text sizes and multilingual interfaces, which enhance the voting experience and reduce ballot errors.

Security and Reliability

Since its introduction in Ontario municipal elections in 2003, internet voting has been widely adopted with 217 municipalities using it in 2022. While security concerns are often raised by stakeholders, there have been no reported cases of voter fraud or system compromise sufficient to invalidate an election in Ontario.

The technology includes robust safeguards, such as end-to-end encryption, multi-factor authentication, and independent security audits. Reputable vendors also conduct rigorous stress testing and maintain comprehensive backup systems to ensure operational resilience.

Vendor Selection

Under the MEA, the Clerk holds the authority to coordinate election logistics, including the selection of an internet voting provider in accordance with Municipal procurement policies. The Township of McKellar previously used Intelivote in the 2022 election and was satisfied with its performance. Continuing with the same vendor will leverage staff familiarity and system knowledge, reducing the need for new training.

Furthermore, West Parry Sound Clerks are collaborating to negotiate a group rate with Intelivote. Each Municipality will sign a separate agreement while benefiting from shared savings.

In-Person Support Option

It is important to note that internet voting does not eliminate the option for in-person assistance. Voters will still be able to cast their ballots electronically at the Municipal Office at 701 Highway 124, McKellar. Staff will be on hand to assist voters in using secure, internet-connected terminals during designated voting times.

This hybrid approach ensures both technological efficiency and inclusive support for those who prefer or require in-person assistance.

Financial:

Election related expenses will be funded through the general levy, with \$20,000 allocated in the 2026 operating budget. The anticipated cost of conducting the election using internet voting is approximately \$10,000; however, this figure will be finalized once group pricing is secured, and a draft agreement is received.

Policies Affecting Proposal:

[Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended.](#)

Conclusion:

Internet voting continues to demonstrate strong advantages in terms of convenience, security, accessibility, and cost-effectiveness. By moving forward with internet voting for the 2026 Municipal Election, the Municipality of McKellar will offer voters a streamlined and modernized experience while ensuring electoral integrity. Staff recommend Council endorse the use of internet voting and authorize the necessary By-law to support vendor procurement and operational planning.

Respectfully submitted by:

Karlee Britton, Clerk/Administrator

Attachments: None.



Township of McKellar

Report to Council

Prepared for: Mayor & Council

Department: Public Works

Date: July 15, 2025

Report No: PW-2025-06

Subject: Request for Quotation for Line Painting Services for 2025

Recommendation:

WHEREAS the Council of the Corporation of the Township of McKellar has received Report PW-2025-06 outlining the requirements and recommendations for the 2025 Line Painting Services;

AND WHEREAS the Request for Quotation (RFQ) process has been completed and evaluated;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of McKellar hereby receives Report PW-2025-06;

AND FURTHER THAT the Request for Quotation (RFQ) be awarded to Midwestern Road Painting for the 2025 Line Painting Services period;

AND FURTHER THAT the Township continues to work with Midwestern Road Painting contingent upon satisfactory performance in 2025, and if cost-effective in the future to do so.

Background:

The Township of McKellar undertakes annual line painting services to ensure the safety and clarity of road markings throughout the municipality. As part of the 2025 maintenance program, Public Works issued a Request for Quotation (RFQ) to solicit competitive bids from qualified contractors for the provision of line painting services.

The Public Works Department prepared a report, PW-2025-06, to summarize the submissions received, evaluate the proposals, and recommend a preferred contractor based on pricing, experience, and service quality. Following a thorough review, Midwestern Road Painting was identified as the most suitable vendor for the 2025 season.

This resolution formalizes the acceptance of the report and the awarding of the contract, while also setting the framework for potential future collaboration based on performance and cost-effectiveness.

Analysis:

Two submissions were received and reviewed by the Public Works Department in accordance with the Township's procurement policies. Midwestern Road Painting submitted a competitive bid that met all technical and financial requirements. The company has a proven track record of delivering high-quality line painting services in similar municipalities (Municipality of McDougall) and has demonstrated reliability in past projects.

Based on these criteria, Midwestern Road Painting was determined to offer the best value to the Township. The resolution also includes a provision for continued collaboration with Midwestern Road Painting beyond 2025, contingent on satisfactory performance and cost efficiency.

Financial:**Quotation from Midwestern Road Painting**

Painted Lines	Measurements	Price/metre	Total Price
Single Yellow	6100 m	\$1.00	\$6,100.00
Intermittent Single Yellow (Hills/Corners)	3000 m	\$1.00	\$3,000.00
Single White Fog Line	3600 m	\$1.00	\$3,600.00
		Each	Total Price
Stop Blocks	16	\$120.00	\$1,920.00
No Parking Stencils	3	\$40.00	\$120.00
Parking Spots (Street)	14	\$5.00	\$70.00
Parking Spot (Community Hall)	45	\$10.00	\$450.00
Wheelchair Accessible (Community Hall)	3	\$100.00	\$300.00
Total (before taxes)			\$15,560.00

Policies Affecting Proposal:

Procurement By-law No. 2019-44

Conclusion:

Line painting is crucial for ensuring road safety and enhancing traffic efficiency. It provides clear lane markings, improves visibility—especially at night or in poor weather—and helps guide drivers, cyclists, and pedestrians. Regular maintenance of road lines also supports compliance with transportation standards and enhances the overall appearance and functionality of roadways.

The contract award ensures safe and cost-effective road maintenance through a fair and transparent process. Continued work with the contractor depends on their performance and value to the Township.

Respectfully submitted by:

Thomas Stoneman

Thomas Stoneman, Public Works Superintendent

Reviewed by:

Mary E. Smith

Mary Smith, Deputy Clerk

Attachments: Quotations received

QUALIFICATIONS OF BIDDERS

1. Prospective Contractors must be licensed and authorized to do business in the Province of Ontario before submitting a quotation and commencing work.
2. The Bidder must have the equipment, tools, personnel and financial resources reasonably required to perform the scope of work.
3. The Bidder must be able to supply proof of WSIB Compliance and Insurance.

SITE ASSESSMENT

1. Prospective Bidders shall be solely responsible for visiting the Site to familiarize themselves with the scope and extent of the Work before submitting a Quotation. The prospective bidder shall be solely responsible for obtaining all information required to prepare the Quotation and execute and complete the Work.

SCHEDULE OF LINE PAINTING

The work consists of single and intermittent yellow center dividing lines. Work also includes white fog or bike lane lines; there are a few stop lines, parking, no parking and assorted items to be painted. Measurements are as follows:

Painted Lines	Measurements	Price/metre	Total Price
Single Yellow	6100 m	\$ 1.00	\$ 6100.00
Intermittent Single Yellow (Hills/Corners)	3000 m	\$ 1.00	\$ 3000.00
Single White Fog Line	3600 m	\$ 1.00	\$ 3600.00
		Each	Total Price
Stop Blocks	16	\$ 120.00	\$ 1,920.00
No Parking Stencils	3	\$ 40.00	\$ 120.00
Parking Spots (Street)	14	\$ 5.00	\$ 70.00
Parking Spot (Community Hall)	45	\$ 10.00	\$ 450.00
Wheelchair Accessible (Community Hall)	3	\$ 100.00	\$ 300.00

There may be additional work added or removed, this to be communicated by the Public Works Superintendent.

- * Pricing includes 1x mob
- * Priced for 1 application of paint of a 10cm line
- * If premarking is required, it will be \$ 200.00 an hour

From: Andrew Mason <andrew@masonpavementmarking.com>

Sent: July 1, 2025 9:27 AM

To: Roads <roads@mckellar.ca>

Subject: RE: Line Painting Proposal 2025 Mckellar

Hi Tom,

Here are the numbers for you.

1. 6100M @1.30/M \$7930
2. Intermittent yellow sections 3000M @\$1.40/M \$4200
3. White fog line 3600M @\$1.30/M \$4680
4. Stop Bars 16@\$135 \$2160
5. No Parking P's 3@\$50 \$150
6. On Street Parking 14@25/ \$350
7. Parking Spaces at Hall 45@\$17/ \$765
8. BF symbols 3@\$50/ \$150

Total \$20,385 plus tax.

Thanks,

Andrew Mason

MASON PAVEMENT MARKING INC.

201 Luckey Road,

Utterson, Ont.

POB 1M0

Phone 705-385-0751

Fax 705-385-8152

Toll Free 866-MasonPM (627-6676)

www.MasonPavementMarking.com

email Andrew@MasonPavementMarking.com



Township of McKellar Report to Council

Prepared for: Mayor & Council

Department: PLANNING

Date: July 15, 2025

Report No: PLN-2025-03

Subject: Creation of 5 New Non-Waterfront Lots on Dockside Drive

Recommendation:

Be It Resolved that the Council of the Corporation of the Township of McKellar hereby receives Report PLN-2025-03; and

Further That the Council of the Corporation of the Township of McKellar does hereby declare the lands legally described as part of MCKELLAR CON B PT LOTS 17 AND 18, as identified on the map attached to the resolution, to be surplus; where a public notice was issued on May 16, 2025, and a public meeting was held on June 3, 2025, in accordance with the Township's Sale of Real Property By-law; and

Further That Council directs the Clerk to proceed with the creation of five new non-waterfront lots in accordance with the authority granted under the Planning Act, and to rezone the proposed lots to Rural Residential; and

Further That Council directs the Clerk to rezone the Township-owned lands (inclusive of the inactive aggregate pit) described as part of MCKELLAR CON B PT LOTS 17 AND 18, as shown on the attached map, to Rural.

Background:

A public meeting was held on May 6, 2025 to gain insight from the public on Council's proposal to create 5 new non-waterfront lots fronting Dockside Drive.

From the meeting, three main areas of concern from the public were identified; 1) the road is not publicly maintained year-round; 2) there is an existing gravel pit within 300m reaching two of the five proposed lots; and 3) back lot development.

Overall, there was no opposition to the creation of these lots, provided the Township adheres to the appropriate procedures. It is important to note that, under the *Planning Act* (R.S.O. 1990, c. P.13), Sections 50(3) and 50(5), Municipalities are exempt from the consent process.

Analysis:

The Clerk/Administrator consulted the Township's retained planning consultants, Planscape, to review the proposal and public input. A virtual meeting was held on June 25, 2025, to discuss the planning process moving forward.

Planscape confirmed that the Township, under Sections 50(3) and 50(5) of the Planning Act, does not require an application to the Parry Sound Area Planning Board for this proposal.

Planscape has recommended rezoning the five proposed lots to Rural Residential or a Rural exception zone, which would limit certain uses to better align with the surrounding residential and waterfront character. The remaining Stoney Road lands, including the inactive pit, are recommended to be rezoned to Rural, reflecting their future non-industrial use. Because the pit is no longer active, the requirement for aggregate impact statements under Official Plan Section 5.2.6 is waived for the two southernmost lots.

Importantly, Planscape has clarified that this development does not constitute back lot development.

Process:

Two rezoning applications will be prepared by Planscape, accompanied by a formal planning report and draft By-laws for Council's consideration.

Lands can be surveyed immediately.

Once rezoned and surveyed, deeds for the new lots will be created, and Council can determine a process for selecting a real estate agent to market and sell the properties.

Financial:

The rezoning application fees will be waived, as the Township is the applicant.

The Township will cover the costs of planning, surveying, and legal services, which will be recovered through the sale of the lots.

Revenue from the sale is not required to be allocated to the Parkland Reserve and may be directed to other reserves or uses at Council's discretion.

Policies Affecting Proposal:

By-law No. 2011-24 "The Sale of Real Property By-law"; the Township's Official Plan and the Township's Zoning By-law.

Conclusion:

The proposed creation and rezoning of five new lots along Dockside Drive represents a strategic and financially responsible use of surplus Township lands. Public consultation has been conducted, and expert planning guidance has affirmed the appropriateness of this development.

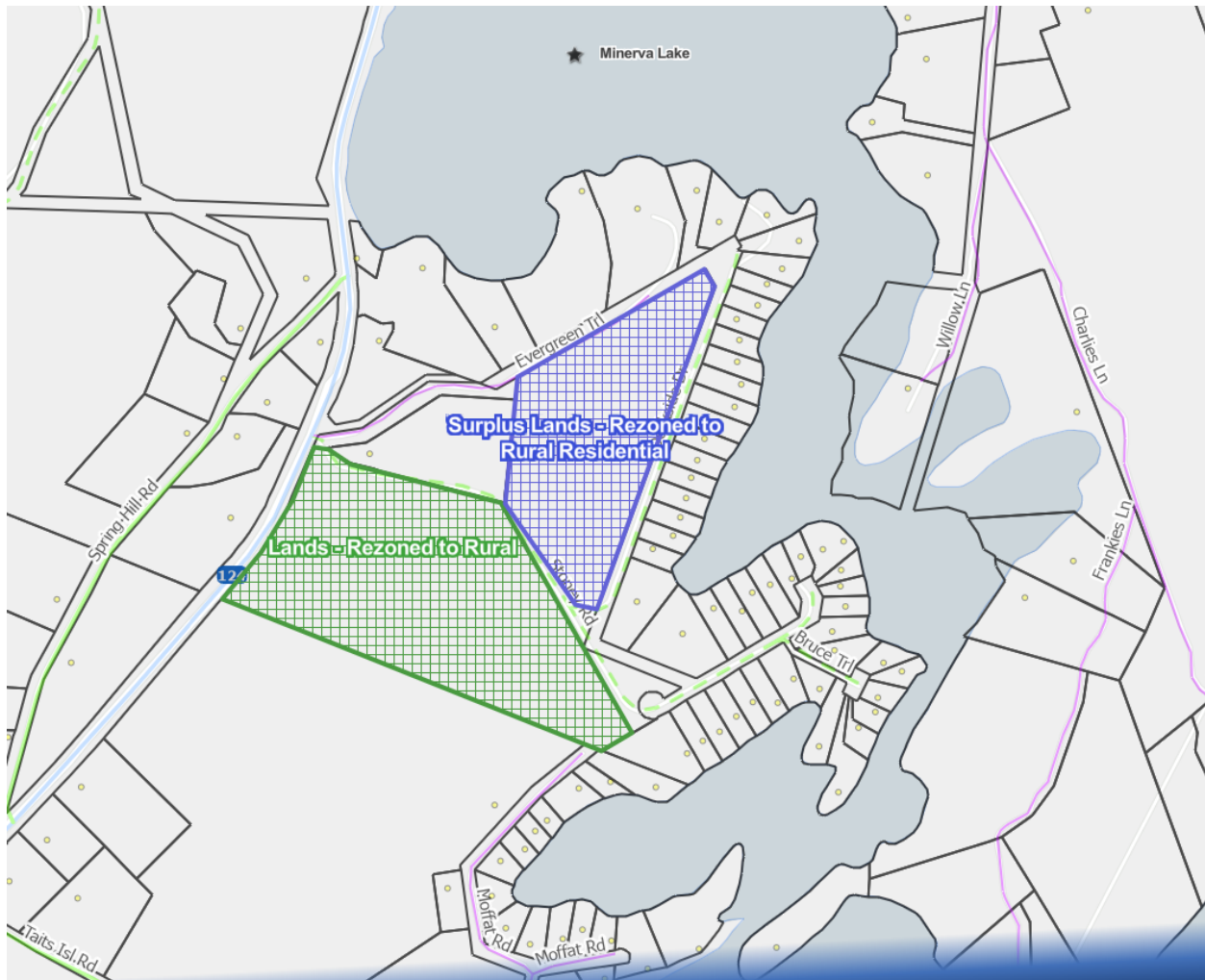
Respectfully submitted by:

Karlee Britton

Karlee Britton, Clerk/Administrator

Attachments: Map of Lands MCKELLAR CON B PT LOTS 17 AND 18 referenced in resolution.

Map of Lands MCKELLAR CON B PT LOTS 17 AND 18





Township of McKellar

Staff Report

Prepared for: Mayor & Council

Department: Fire Department

Agenda Date: July 15, 2025

Report No: FD-2025-09

Subject: Conclusion of Tender 2025-11 Communications Tower

Overview:

The Township of McKellar conducted an RFP to address the need for a new communications tower which was identified during an independent contract analysis of the existing tower, during the summer of 2024. At that time, it was determined that the existing structure was stressed beyond the recommended capacity, and that it no longer met the current safety standard for a tower of its type. The process closed on Friday June 27, 2025 and the evaluation of the submitted bids occurred that afternoon in the presence of the Mayor, the Clerk, the Deputy Clerk, and the Fire Chief.

Results:

The total number of bids received and unsealed totaled seven. There was a pre HST bid range of \$245,500.00 to \$408,500.00. These bids included the erection of a new 200' self-supported tower, the decommissioning of the old, guyed tower, and the installation of a backup power unit to ensure the tower communications are unaffected by blackout. The Clerk advised the bidders of the unsealed unofficial results, and the low three bids were then provided to a Township trusted contractor who has tremendous experience in the field for comment and to provide an opinion on those bids.

Recommendation:

Based on the experience of our 3rd party opinion who evaluated the low three bidders on their personal experience with the bidders as well as industry reputation, we were advised that Maxtower would be their recommendation. This of course works well as Maxtower provided the lowest bid.

Breakdown:

Upon approval of council, Maxtower will:

- Finalize Drawings (1-2 weeks)
- Assign Geotech to commence their operation
- After results of Geotech Foundation drawings can be modified/approved if required.
- Order Foundation materials
- Complete tower manufacturing process 3-5 weeks
- Tower Foundation installation will commence upon receipt of Foundation materials
- Tower installation will commence within a week of foundation completion
- Completed installation and operation by deadline of October 15 or before.

Financial Analysis/Discussion:

Pre HST price for Maxtower bid Tower: \$218,200.00

Decommission and disposal of old tower: \$10,500.00 (this has been differed to 2026 as current tenant as per contract has 12 months from their notification in May 2025 to salvage any equipment from the old site)

Backup Power for tower: \$16,800.00 (this has been differed until it can be budgeted in a future year. It will be a priority when it can be accomplished)

2025 Budget for this project \$180,000.00

McKellar has come to an agreement with our current tenant to contribute \$40,000.00 to the overall project cost.

This brings the available funds to \$220,000.00

The outstanding cost not currently in the budget which would need to be accounted for is \$11,950.00 to cover the cost of tower lighting. At this point, bidders of all submissions are unsure as to whether the tower will require a “flashing red light at the top”. Application to Transport Canada will determine the need for this. It is important to note that all of the low 3 bidders identified this in their bids as an additional expense.

Policies Affecting Proposal:

Bylaw 2019-36 Strategic asset management policy

Bylaw 2019-44 Procurement of goods and services

Community Risk Assessment 2024

Conclusion:

McKellar’s history with low bidder Maxtower as the evaluator who appeared before council last September is convenient as council has already met with company President, Robert Derks in camera. Mr. Derks fielded council and public questions from a resident with experience in the communications sector, who was familiar with Mr. Derks. This provides a degree of extra comfort in recommending that council approve the RFP submitted by Maxtower as the vendor chosen to complete this necessary project to replace a piece aged critical infrastructure, in an effort to ensure stable and reliable Emergency Services communication and community internet for many years to come.

Respectfully submitted by:

Reviewed by:

Robert Morrison
Fire Chief/CEMC

Karlee Britton
Clerk/Administrator

Attachments:

Tender Opening Results
Max Tower’s Proposal



Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

Tender Opening

Tender No. 2025-11 Telecommunications Tower

Closing Date: June 27, 2025 2:00 p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
Spectrum Telecom Group	June 20, 2025 @ 12:44 Pm	\$343,569.25	44,664.00	\$388,233.25
Broadband Tower Services	June 26, 2025 @ 1:55 Pm	\$254,308.00	\$33,060.04	\$287,368.04
Maxtower Company Ltd.	June 26, 2025 @ 2:07 Pm	\$245,500.00	\$31,915.00	\$277,415.00
PBX Technologies Inc.	June 27, 2025 @ 1:59 Pm	\$408,500.00	\$53,105.00	\$461,605.00
ANET FiberTech Inc.	June 26, 2025 @ 3:13 Pm	\$319,230.00	\$41,499.90	\$360,729.90
Wide Area Network Communications Corp.	June 27, 2025 @ 12:00 Pm	\$326,667.76	\$42,466.81	\$369,134.57
Amazing Con. Ltd.	June 27, 2025 @ 1:15 pm	\$404,232.50	\$52,550.23	\$456,782.73

Request for proposals opened at the Municipal Office at 2:00 p.m. by:

Mary Smith
Deputy Clerk

Karlee Britton
Clerk/Administrator



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

June 25, 2025

Township of McKellar
RFP2025-11
200' Self Supporting Telecom Tower

Transmittal list:

Included this document are:

- 2 - Copies of Submission Form
- 2 - Copies of Maxtower Company Profile
- 2 - Copies of Documentation
- 2 - Copies Inclusions list
- 2 - Copies Optional item prices
- 2 - Copies Tower and Foundation Drawings

Thank you for the Opportunity to quote on this project.

Sincerely

Robert T. Derks, President,
Maxtower Company Limited



TOWNSHIP OF MCKELLAR
RFP 2025-11
200' SELF SUPPORTING TELECOM TOWER

Submission Form

Contractor: MAXTOWER COMPANY LIMITED
Address: 5 EDMONDSON ST. BRANTFORD, ON. N3R7J2
Telephone: 519 752 6501 Email: maxtower.rob@silomail.com
Contact Person: ROBERT DERKS

Description of Work:

To Supply and install one (1) 200' Self Supporting Tower Kit and to Decommission one (1) 200' Guyed Tower located on Balsam Road.

Item A – Supply & Install 200' Self Supporting Tower	\$ <u>218,200.00</u>
Item B – Decommission & Disposal of 200' Guyed Tower	\$ <u>10,500.00</u>
Item C – Backup Power for New Tower (Optional)	\$ <u>16,800.00</u>
Subtotal	\$ <u>245,500.00</u>
H.S.T.	\$ <u>31,915.00</u>
TOTAL CONTRACT PRICE:	\$ <u>277,415.00</u>

The contractor is required to provide the Township with proof of insurance in the amount of \$5,000,000.00 for each occurrence, and is responsible for all issues relating to WSIB, insurance etc. for their employees with relation to this contract.

By signing below, I acknowledge that I have read and understand this RFP **2025-11** and I agree to abide by the terms and conditions contained here-in.

Authorized Signature: _____

Name: ROBERT T. DERKS (Please Print or Type)

Date: JUNE 25/2025

Witness: _____

Date: JUNE 25 / 2025

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



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

Company Profile

Maxtower Company was started in July of 1967. Lambertus (Bill) Derks & Herbertha (Betty) Derks purchased, at the time what was called Max Rapple Antenna Service. From its inception Maxtower Company started to grow into the Communications Tower Industry, and for the past 55 plus years have provided thousands of Communication Towers Coast to Coast in Canada and across the World.

Our current Owners/Management team consist of:

Mr. Robert T. Derks, President, Estimating and Drafting, since 1988

Mr. Jeff Derks, General Manager, Purchasing and HR, since 1991

Both Robert and Jeff have worked their way through the company, working in the shop in manufacturing, in the field installing. Both have a good knowledge on the inner and outer workings of the Company.

Our customers have been:

Bell Canada, Bell Cellular, Rogers, Microcell, Telus, all Ontario government agencies, Canadian Government agencies, Hydro one, Alectra Utilities, numerous School boards and associations.

A large portion of our sales is through our Contractors/Sub Contractors as in quite a few cases we provide the Tower, Hardware and equipment to the prime contractor.

Some of these Towers provided have been:

Alectra Utilities from 150 to 200' Towers,

Silo Wireless, 300' Towers

Barrie Police Emergency Services

CKLP in Parry Sound 450' Tower,

Met Towers throughout Ontario and Quebec.

Project references:

BTS, Mark Allott, has purchased hundreds of Towers for the varying industries
519 851 1589

Novanet Communications, Glen Osborne (905) 686-6666

NWIC, Internet provider, Scott Holmes (877) 370-4439

Designers and Manufacturers of Guyed, Self Supporting, Microwave Towers and Accessories



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

June 25, 2025

Township of McKellar
RFP 2025-11
200' Self Supporting Telecom Tower

Maxtower Company is in good standing with the WSIB, all crews we work with are certified in Climbing and Safety.

Maxtower Company carries \$ 5 million Dollar Liability Insurance. Documents will be provided after contract award

Our Towers and associated hardware are all Designed and Manufactured to the current CSA standards, which is now CAN CSA S37-24

Project Timeline:

Finalize drawings: 1-2 weeks ARO

Assign Geotech to commence their operation (We are at their mercy as far as their availability here)

After results of Geotech Foundation drawings can be modified/approved if required.

Order Foundation materials (in this case likely Rock Bolts) within a week of receiving approved drawings.

Complete Tower manufacturing process 3 -5 weeks ARO

Tower Foundation installation will commence upon receipt of Rock anchors.

Tower Installation will commence within a week of Foundation completion.

Tower and Shelter will be complete and operational by your deadline of Oct. 15, 2025, in all likelihood sooner.

We are providing on a separate sheet optional pricing for extra items such as backup generator, Shop Paint and Tower Lighting (waiting for the results of Transport Canada Application), removal of existing shelter and Hydro at decommissioned site.

Designers and Manufacturers of Guyed, Self Supporting, Microwave Towers and Accessories



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

List of items included in quote

Township of McKellar

RFP2025-11

200' Self Supporting Telecom Tower

200' Self Supporting Tower kit

Cable management

Foundation materials for foundation in rock

Grounding materials for grounding in rock

New Tower Shelter

Hydro to shelter

Shelter Concrete pad

Foundation Installation

Tower Installation

10' Waveguide Bridge

Meetings and applications

Geotechnical survey

Engineer approved Drawings

Maxtower

Maxtower

Maxtower

BTS/Subcontractor

Maxtower

BTS/Subcontractor

BTS

BTS

BTS

Maxtower/BTS

Maxtower/BTS

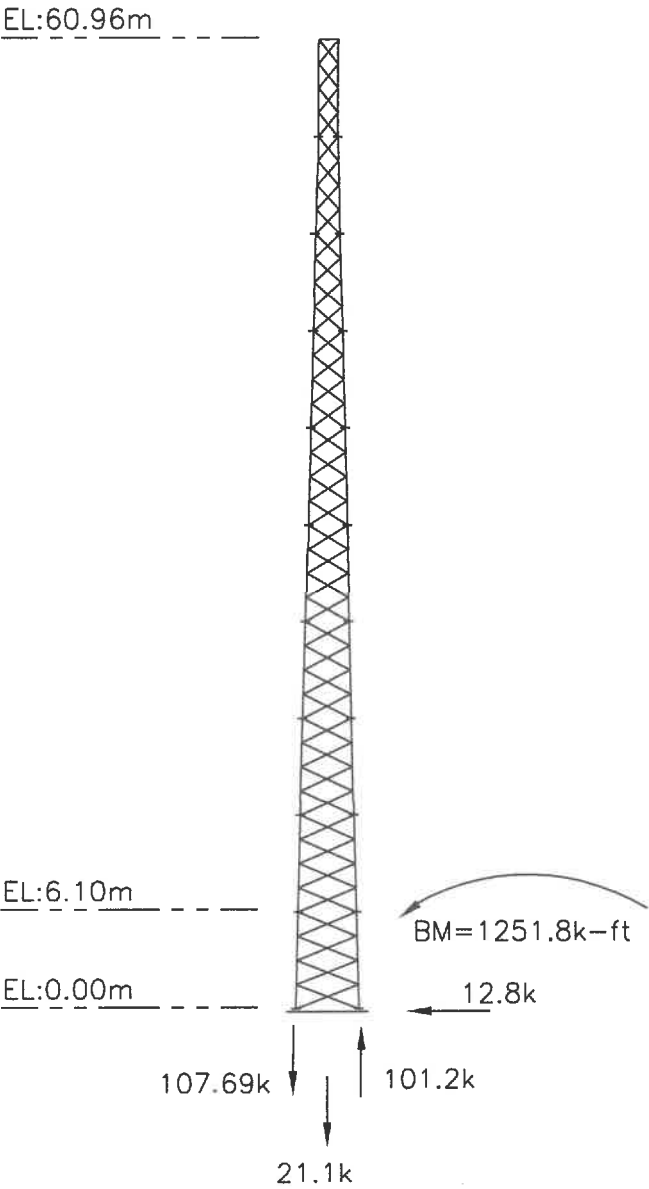
Maxtower/subcontractor

Maxtower



TOWER AND ACCESSORIES
DESIGNED TO CAN/CSA S37-18:
WIND - 390 Pa [1/50 YR]
AND ICE=20mm

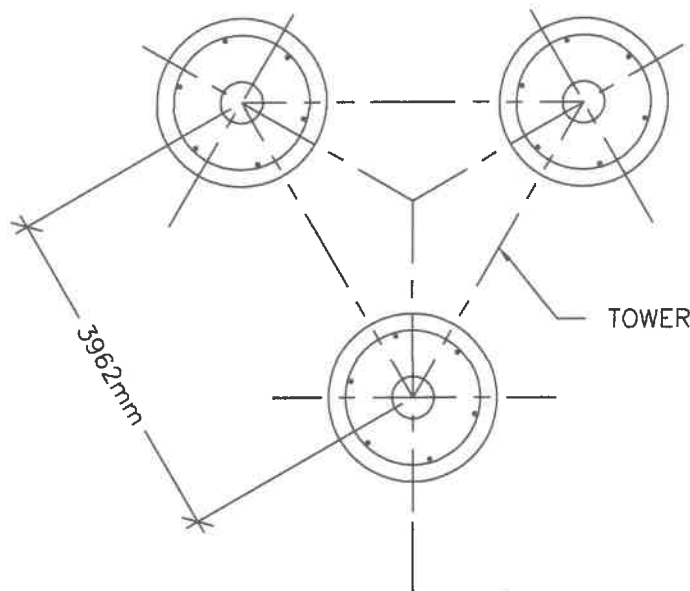
60mm O.D. x 4.78mm H.S.S.	32 x 32 x 3mm L	1219 x 1219mm	FA4-4
60mm O.D. x 4.78mm H.S.S.	32 x 32 x 3mm L	1524 x 1524mm	FA5-4
60mm O.D. x 6.35mm H.S.S.	38 x 38 x 3mm L	1524 x 1829mm	FA6-5
73mm O.D. x 6.35mm H.S.S.	38 x 38 x 3mm L	1829 x 2134mm	FA7-6
89mm O.D. x 6.35mm H.S.S.	44 x 44 x 3mm L	2134 x 2438mm	FA8-7
89mm O.D. x 6.35mm H.S.S.	51 x 51 x 3mm L	2438 x 2743mm	FA9-8
102mm O.D. x 6.35mm H.S.S.	51 x 51 x 5mm L	2743 x 3048mm	FA10-9
114mm O.D. x 6.35mm H.S.S.	51 x 51 x 6mm L	3048 x 3353mm	FA11-10
114mm O.D. x 7.95mm H.S.S.	64 x 64 x 5mm L	3353 x 3658mm	FA12-11
141mm O.D. x 6.35mm H.S.S.	64 x 64 x 6mm L	3658 x 3962mm	FA13-12
LEG SIZE	BRACING SIZE	TOWER (TOP) WIDTH (BOT)	SECT NO.



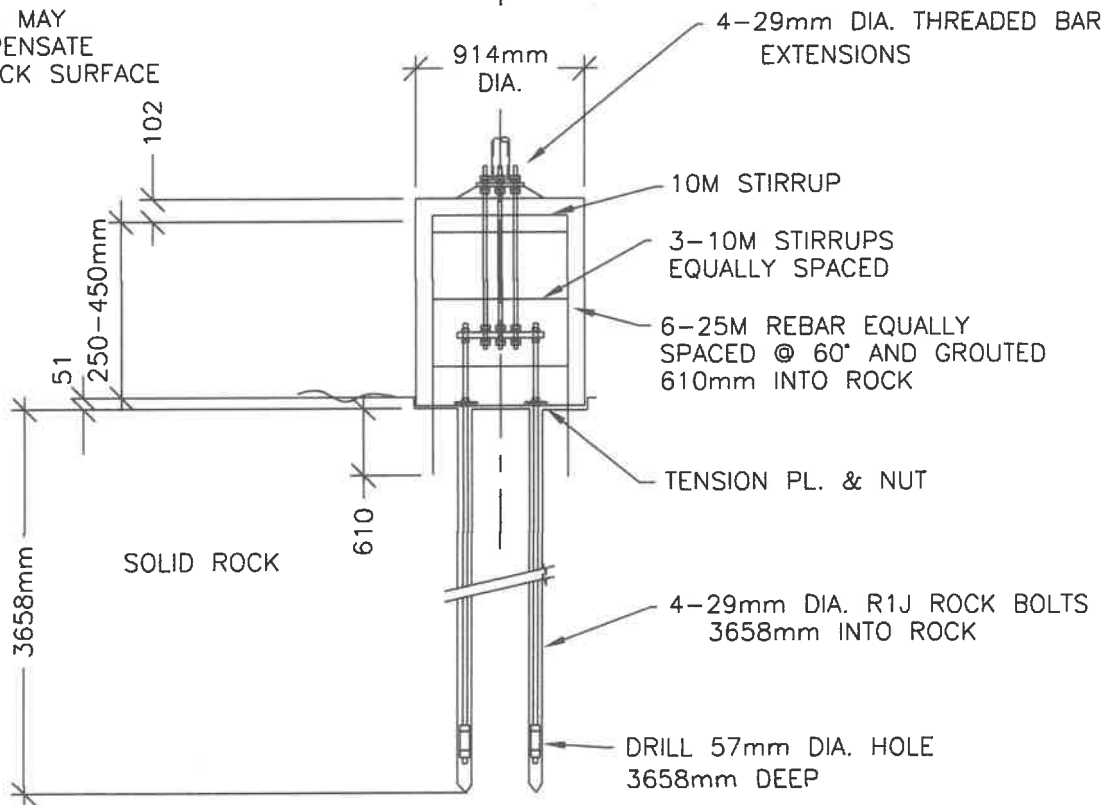
PRELIMINARY

- NOTES:
- ALL MATERIAL - CSA GRADE 40.21 300W.
 - ALL MATERIAL - HOT DIPPED GALVANIZED TO CSA-G164-M90 AFTER FABRICATION.
 - ALL WELDING TO CWB APPROVED PROCEDURES CSA-W47.1-09.
 - UNLESS OTHERWISE SPECIFIED, ALL BOLTS TO BE ASTM GRADE A325 / HOT DIPPED GALVANIZED.

Maxtower COMPANY LIMITED 5 EDMONDSON ST., P.O. BOX 277 BRANTFORD, ONTARIO N3T 5M8 FAX(519)752-4160 TEL(519)752-6501 McKELLAR FIRE DEPT. McKELLAR, ON. TOWER PROFILE FOR 60.96m FA200 TOWER (FA200L220) DRAWING NUMBER: 24-021	DATE: AUG. 23, 2024
	SCALE: 1=500
	DRAWN BY: R. DERKS
	CHECKED BY:
	APPROVED BY:
	REVISION:
SHEET 1 OF 2	



PIER ELEVATIONS MAY
DIFFER TO COMPENSATE
FOR UNEVEN ROCK SURFACE



PRELIMINARY

Maxtower COMPANY LIMITED 5 EDMONDSON ST., P.O. BOX 277 BRANTFORD, ONTARIO N3T 5M8 FAX (519) 752-4160 TEL (519) 752-6501	DATE: AUG. 23, 2024
	SCALE: NTS
	DRAWN BY: R. DERKS
	CHECKED BY:
	APPROVED BY:
McKELLAR FIRE DEPT. McKELLAR, ON. ROCK BASE FOUNDATION FOR 60.96m FA200 TOWER (200L220)	REVISION:
DRAWING NUMBER: 24-021	SHEET 2 OF 2



TOWNSHIP OF MCKELLAR
RFP 2025-11
200' SELF SUPPORTING TELECOM TOWER

Submission Form

Contractor: MAXTOWER COMPANY LIMITED
Address: 5 EDMONDSON ST. BRANTFORD, ON. N3R7J2
Telephone: 519 752 6501 Email: maxtower.rob@silomail.com
Contact Person: ROBERT DERKS

Description of Work:

To Supply and Install one (1) 200' Self Supporting Tower Kit and to Decommission one (1) 200' Guyed Tower located on Balsam Road.

Item A – Supply & Install 200' Self Supporting Tower	\$ <u>218,200.00</u>
Item B – Decommission & Disposal of 200' Guyed Tower	\$ <u>10,500.00</u>
Item C – Backup Power for New Tower (Optional)	\$ <u>16,800.00</u>
Subtotal	\$ <u>245,500.00</u>
H.S.T.	\$ <u>31,915.00</u>
TOTAL CONTRACT PRICE:	\$ <u>277,415.00</u>

The contractor is required to provide the Township with proof of insurance in the amount of \$5,000,000.00 for each occurrence, and is responsible for all issues relating to WSIB, insurance etc. for their employees with relation to this contract.

By signing below, I acknowledge that I have read and understand this RFP 2025-11 and I agree to abide by the terms and conditions contained here-in.

Authorized Signature: _____

Name: ROBERT T. DERKS (Please Print or Type)

Date: JUNE 25/2025

Witness: _____

Date: JUNE 25/2025

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



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

Company Profile

Maxtower Company was started in July of 1967. Lambertus (Bill) Derks & Herbertha (Betty) Derks purchased, at the time what was called Max Rapple Antenna Service. From its inception Maxtower Company started to grow into the Communications Tower Industry, and for the past 55 plus years have provided thousands of Communication Towers Coast to Coast in Canada and across the World.

Our current Owners/Management team consist of:

Mr. Robert T. Derks, President, Estimating and Drafting, since 1988

Mr. Jeff Derks, General Manager, Purchasing and HR, since 1991

Both Robert and Jeff have worked their way through the company, working in the shop in manufacturing, in the field installing. Both have a good knowledge on the inner and outer workings of the Company.

Our customers have been:

Bell Canada, Bell Cellular, Rogers, Microcell, Telus, all Ontario government agencies, Canadian Government agencies, Hydro one, Alectra Utilities, numerous School boards and associations.

A large portion of our sales is through our Contractors/Sub Contractors as in quite a few cases we provide the Tower, Hardware and equipment to the prime contractor.

Some of these Towers provided have been:
Alectra Utilities from 150 to 200' Towers,
Silo Wireless, 300' Towers
Barrie Police Emergency Services
CKLP in Parry Sound 450' Tower,
Met Towers throughout Ontario and Quebec.

Project references:

BTS, Mark Allott, has purchased hundreds of Towers for the varying industries
519 851 1589

Novanet Communications, Glen Osborne (905) 686-6666

NWIC, Internet provider, Scott Holmes (877) 370-4439

Designers and Manufacturers of Guyed, Self Supporting, Microwave Towers and Accessories



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

June 25, 2025

Township of McKellar

RFP 2025-11

200' Self Supporting Telecom Tower

Maxtower Company is in good standing with the WSIB, all crews we work with are certified in Climbing and Safety.

Maxtower Company carries \$ 5 million Dollar Liability Insurance. Documents will be provided after contract award

Our Towers and associated hardware are all Designed and Manufactured to the current CSA standards, which is now CAN CSA S37-24

Project Timeline:

Finalize drawings: 1-2 weeks ARO

Assign Geotech to commence their operation (We are at their mercy as far as their availability here)

After results of Geotech Foundation drawings can be modified/approved if required.

Order Foundation materials (in this case likely Rock Bolts) within a week of receiving approved drawings.

Complete Tower manufacturing process 3 -5 weeks ARO

Tower Foundation installation will commence upon receipt of Rock anchors.

Tower Installation will commence within a week of Foundation completion.

Tower and Shelter will be complete and operational by your deadline of Oct. 15, 2025, in all likelihood sooner.

We are providing on a separate sheet optional pricing for extra items such as backup generator, Shop Paint and Tower Lighting (waiting for the results of Transport Canada Application), removal of existing shelter and Hydro at decommissioned site.

Designers and Manufacturers of Guyed, Self Supporting, Microwave Towers and Accessories



Maxtower Company Limited

5 Edmondson Street, Brantford, Ontario, N3R 7J2

Phone: (519)752-6501

maxtower.rob@silomail.com

List of items included in quote

Township of McKellar

RFP2025-11

200' Self Supporting Telecom Tower

200' Self Supporting Tower kit

Cable management

Foundation materials for foundation in rock

Grounding materials for grounding in rock

New Tower Shelter

Hydro to shelter

Shelter Concrete pad

Foundation Installation

Tower Installation

10' Waveguide Bridge

Meetings and applications

Geotechnical survey

Engineer approved Drawings

Maxtower

Maxtower

Maxtower

BTS/Subcontractor

Maxtower

BTS/Subcontractor

BTS

BTS

BTS

Maxtower/BTS

Maxtower/BTS

Maxtower/subcontractor

Maxtower



Maxtower Company Limited
5 Edmondson Street, Brantford, Ontario, N3R 7J2
Ph: 519-752-6501
maxtower.ca maxtower.rob@silomail.com

Date: June 25, 2025

Maxtower file # 24-021

Customer file #

Quotation

Project: McKellar Tower Optional prices

QUOTATION VALID FOR DAYS

TO: Township of McKellar

CURRENT HST

INCLUDED ☒ EXTRA

ATTENTION:

PAGE 1 OF 1

CLIENT: Township of McKellar

SHIP TO:

ITEM	QTY.	DESCRIPTION OR NAME	PRICE EACH	EXTENSION
1	1	Optional price to Shop Paint Tower	\$ 4,280.00	\$ 4,280.00
2	1	Optional price to supply and install Red Tower lighting	\$ 11,950.00	\$ 11,950.00
3	1	Optional price to disconnect hydro from existing site	\$ 3,000.00	\$ 3,000.00
4	1	Optional price to remove and dispose of old Shelter	\$ 5,500.00	\$ 5,500.00
TOTAL				

NOTES:

CONTACT PER:

QUOTED BY: Rob Derks

PHONE NO:

DELIVERY: TBA

FAX NO:

F.O.B. Ours

EMAIL:

SIGNATURE:

CUSTOMER P.O.

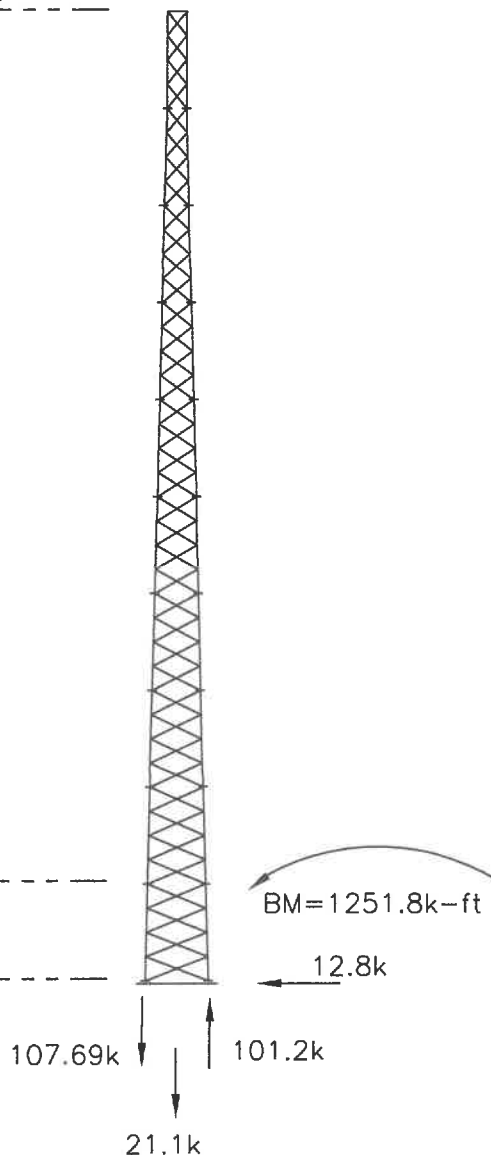
TOWER AND ACCESSORIES
DESIGNED TO CAN/CSA S37-18:
WIND - 390 Pa [1/50 YR]
AND ICE=20mm

60mm O.D. x 4.78mm H.S.S.	32 x 32 x 3mm L	1219 x 1219mm	4FA4-4
60mm O.D. x 4.78mm H.S.S.	32 x 32 x 3mm L	1524 x 1524mm	4FA5-4
60mm O.D. x 6.35mm H.S.S.	38 x 38 x 3mm L	1524 x 1829mm	5FA6-5
73mm O.D. x 6.35mm H.S.S.	38 x 38 x 3mm L	1829 x 2134mm	6FA7-6
89mm O.D. x 6.35mm H.S.S.	44 x 44 x 3mm L	2134 x 2438mm	7FA8-7
89mm O.D. x 6.35mm H.S.S.	51 x 51 x 3mm L	2438 x 2743mm	8FA9-8
102mm O.D. x 6.35mm H.S.S.	51 x 51 x 5mm L	2743 x 3048mm	9FA10-9
114mm O.D. x 6.35mm H.S.S.	51 x 51 x 6mm L	3048 x 3353mm	10FA11-10
114mm O.D. x 7.95mm H.S.S.	64 x 64 x 5mm L	3353 x 3658mm	11FA12-11
141mm O.D. x 6.35mm H.S.S.	64 x 64 x 6mm L	3658 x 3962mm	12FA13-12
LEG SIZE	BRACING SIZE	TOWER (TOP) WIDTH (BOT)	SECT. NO.

EL:60.96m

EL:6.10m

EL:0.00m



PRELIMINARY

NOTES:

1. ALL MATERIAL - CSA GRADE 40.21 300W.
2. ALL MATERIAL - HOT DIPPED GALVANIZED TO CSA-G164-M90 AFTER FABRICATION.
3. ALL WELDING TO CWB APPROVED PROCEDURES CSA-W47.1-09.
4. UNLESS OTHERWISE SPECIFIED, ALL BOLTS TO BE ASTM GRADE A325 / HOT DIPPED GALVANIZED.

Maxtower COMPANY LIMITED
5 EDMONDSON ST., P.O. BOX 277
BRANTFORD, ONTARIO N3T 5M8
FAX(519)752-4160 TEL(519)752-6501

McKELLAR FIRE DEPT.
McKELLAR, ON.

TOWER PROFILE FOR
60.96m FA200 TOWER (FA200L220)

DRAWING NUMBER: 24-021 SHEET 1 OF 2

DATE: AUG. 23, 2024

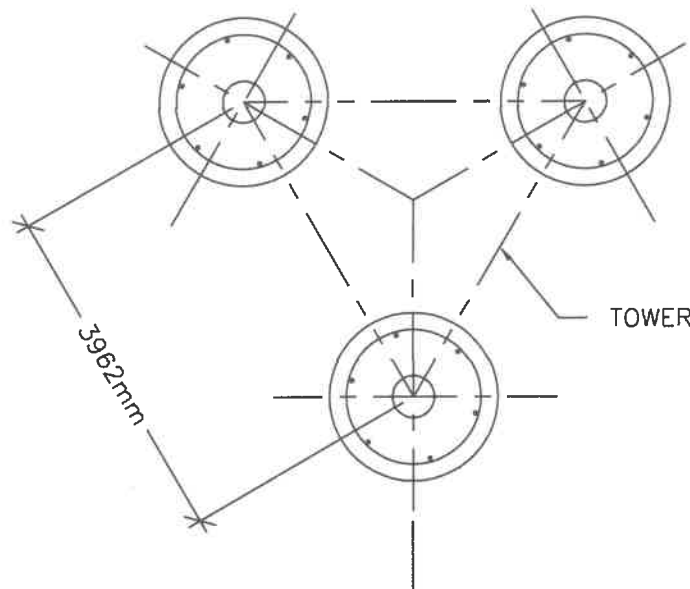
SCALE: 1=500

DRAWN BY: R. DERKS

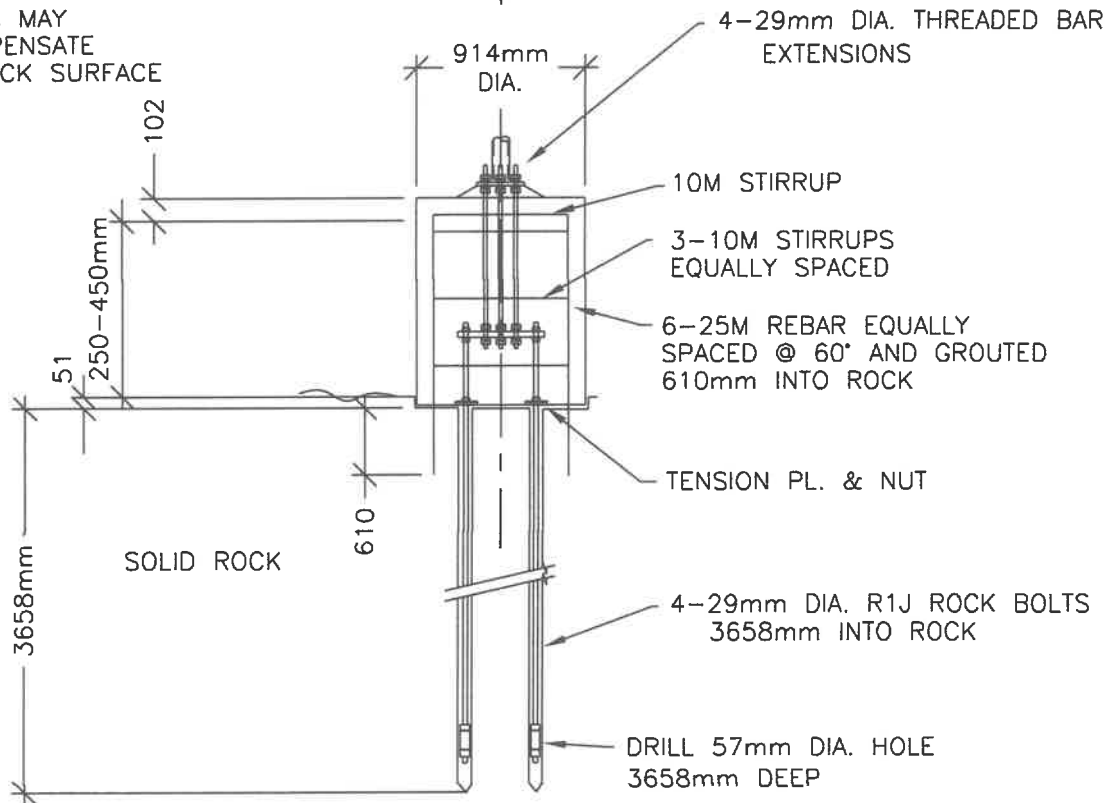
CHECKED BY:

APPROVED BY:

REVISION:



PIER ELEVATIONS MAY
DIFFER TO COMPENSATE
FOR UNEVEN ROCK SURFACE



PRELIMINARY

Maxtower COMPANY LIMITED
5 EDMONDSON ST., P.O. BOX 277
BRANTFORD, ONTARIO N3T 5M8
FAX(519)752-4160 TEL(519)752-6501

McKELLAR FIRE DEPT.
McKELLAR, ON.

ROCK BASE FOUNDATION FOR
60.96m FA200 TOWER (200L220)

DATE: AUG. 23, 2024

SCALE: NTS

DRAWN BY: R. DERKS

CHECKED BY:

APPROVED BY:

REVISION:

DRAWING NUMBER: 24-021

SHEET 2 OF 2



Township of McKellar

Report to Council

Prepared for: Mayor & Council

Department: PLANNING

Date: July 15, 2025

Report No: PLN-2025-04

Subject: Edwards Road Allowance Closure Part 1 RP 42R217-92 (Sunnyshore Park Dr.)

Recommendation:

Be It Resolved that the Council of the Corporation of the Township of McKellar does hereby receive Report PLN-2025-04 for information.

Background:

At the September 17, 2018 Regular Meeting of Council, a resolution was carried to support in principle the sale of part of the Municipal road allowance fronting Plan 294 Block K.

A survey was completed, creating Part 1 on Plan 42R-21792, which was intended to be transferred to Mr. Michael Edwards. A consideration amount of \$5,000.00 was placed in trust with a law firm; however, the funds were never transferred to the Township. An Agreement of Purchase and Sale was signed by Mr. Edwards in September 2020 and subsequently signed by the Township's CAO at the time in May 2021.

Mr. Edwards had assumed the land transfer was complete and proceeded to apply for both building and septic permits. However, it was later discovered that the transaction had not been finalized when the law firm holding the consideration amount in trust contacted the Township office. The Agreement of Purchase and Sale had been signed by a former staff member, but the necessary steps to complete the transfer were not carried out.

Analysis:

Due to significant staff turnover between 2018 and 2024, the file related to Mr. Edwards' application to purchase the road allowance was delayed and ultimately overlooked. Throughout this time, Mr. Edwards has communicated with multiple Township representatives regarding the same application and is now seeking to have the matter resolved.

It appears there is no record of a Public Meeting being held to notify the public of Council's intent to deem the lands surplus and stop up, close and sell the road allowance. As a result, some steps in the required process were either omitted or missed.

Process:

To help resolve the matter, Mr. Edwards has submitted a completed Road Allowance Closure Application Form. In good faith, the Township waived the application fee and accepted only the required deposit. Mr. Edwards has been advised and acknowledges that he is responsible for covering the Township's legal costs associated with the pending transaction.

The Public Works Superintendent has reviewed the file and confirmed that there is no operational need to retain the land proposed for transfer. There are no concerns regarding the closure of the road allowance.

The Clerk has contacted the Solicitor to notify the utility providers, requesting their input on whether any easements will be required. Their responses will be included in a Public Meeting to inform both Council and the applicant of any utility-related requirements.

A Public Meeting will be scheduled during a regular Council meeting once responses from the utilities have been received. Adequate public notice will be provided on the Township's website, and letters will be sent to adjacent landowners.

Once Council declares the land surplus, the Clerk will instruct the Solicitor to contact the law firm that previously handled the matter to arrange for the transfer of the consideration amount into their trust account. As Agreements of Purchase and Sale are typically not used for road allowance transfers, the Solicitor recommends filing a mutual release of the existing agreement once the land is deemed surplus, as the agreement is outdated and unnecessary for completing the transaction.

Mr. Edwards has also submitted an Application to Deem Lots, as the two parcels are located within a registered plan of subdivision and must be formally merged through the passing of a Deeming By-law.

Financial:

Mr. Edwards has submitted a deposit toward legal fees and has agreed to cover the Township's reasonable legal costs associated with the transaction.

In the spirit of good faith, it is recommended that Council maintain the original consideration amount outlined in the Agreement of Purchase and Sale, being \$5,000.00.

Policies Affecting Proposal:

By-law 2024-04 Road Allowance Closure Policy

Conclusion:

Given the historical context, administrative oversight, and Mr. Edwards' ongoing efforts to complete the transaction in good faith, it is appropriate for the Township to proceed with the necessary steps to formalize the road allowance closure and transfer. The process now aligns with the Township's current policies and procedures, including notification requirements, public engagement, and legal due diligence. Maintaining the originally agreed-upon consideration amount of \$5,000.00 reflects a fair and reasonable resolution. Staff will continue to advance the file to completion, ensuring all legislative and procedural requirements are met.

Respectfully submitted by:

Karlee Britton, Clerk/Administrator

Attachments:

- 1) Resolution No. 2018-301
- 2) Road Allowance Closure Application

TOWNSHIP OF MCKELLAR

DATE: September 17, 2018

RESOLUTION No. 18- 301

Moved by

Morley Haskim

Seconded by

Bonnie Beier

That the Township of McKellar support in principal the sale of part of the municipal road allowance fronting Plan 294 Block K as per the attached sketch and all costs to the effect of the sale and transfer of the lands being born by the applicant;

And further that a deeming application be completed to merge the newly acquired property with Plan 294 Block K.

Carried

✓

Defeated

Peter Hopkins
Peter Hopkins, Reeve

DIVISION VOTE

Councillor Bonnie Beier
Councillor Morley Haskim
Councillor Mike Kekkonen
Councillor Debbie Zulak
Reeve Peter Hopkins

YEA

✓
✓
✓
✓
✓

NAY

Schedule 'B' to By-law 2024-04

Road Allowance Closure Application



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

APPLICATION FOR ROAD CLOSURE AUTHORIZED UNDER BY-LAW 2024-04

1. Application to be completed in full.
2. **Fee: \$750.00**
Includes costs of photocopying, postage, holding of special meeting, and any other directly relatable expenditure over and above normal municipal staff administrative costs, and shall exclude any costs associated with the participation of professionals, such as surveyors, planners or solicitors.
3. **Deposit: \$1,000.00**
The applicant shall reimburse the Township on demand for all costs incurred in the processing of the application, including but not limited to the costs of professional planning services, surveying, legal fees, costs relating to the serving of notices and advertising and survey fees. A deposit of \$1,000.00 shall be required to cover above costs, which shall be returned if no additional costs are incurred or a further deposit may be required to cover additional costs.
4. Application to be signed by owner or authorized agent only.
5. The consideration of this application does not make the Township liable for any of the applicant's costs for legal, surveying, or other professional costs.

Name of Applicant: NICHOL EDWARDS + CATALINA LUNA

Mailing Address of Applicant: 15 KNIGHTSWOOD BLVD
GUELPH ON N1E 3W3

Owner's Property Description and Address: PLAT 249 SLK K

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

☐ Check (circle) if abutting/adjacent owners have been notified of application

Description of Lands for Closure: PART 1 PLAT 42R -21792

JUNE 27/2025
Date

[Signature]
Signature of Owner

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

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

JUNE 27/2025
Date

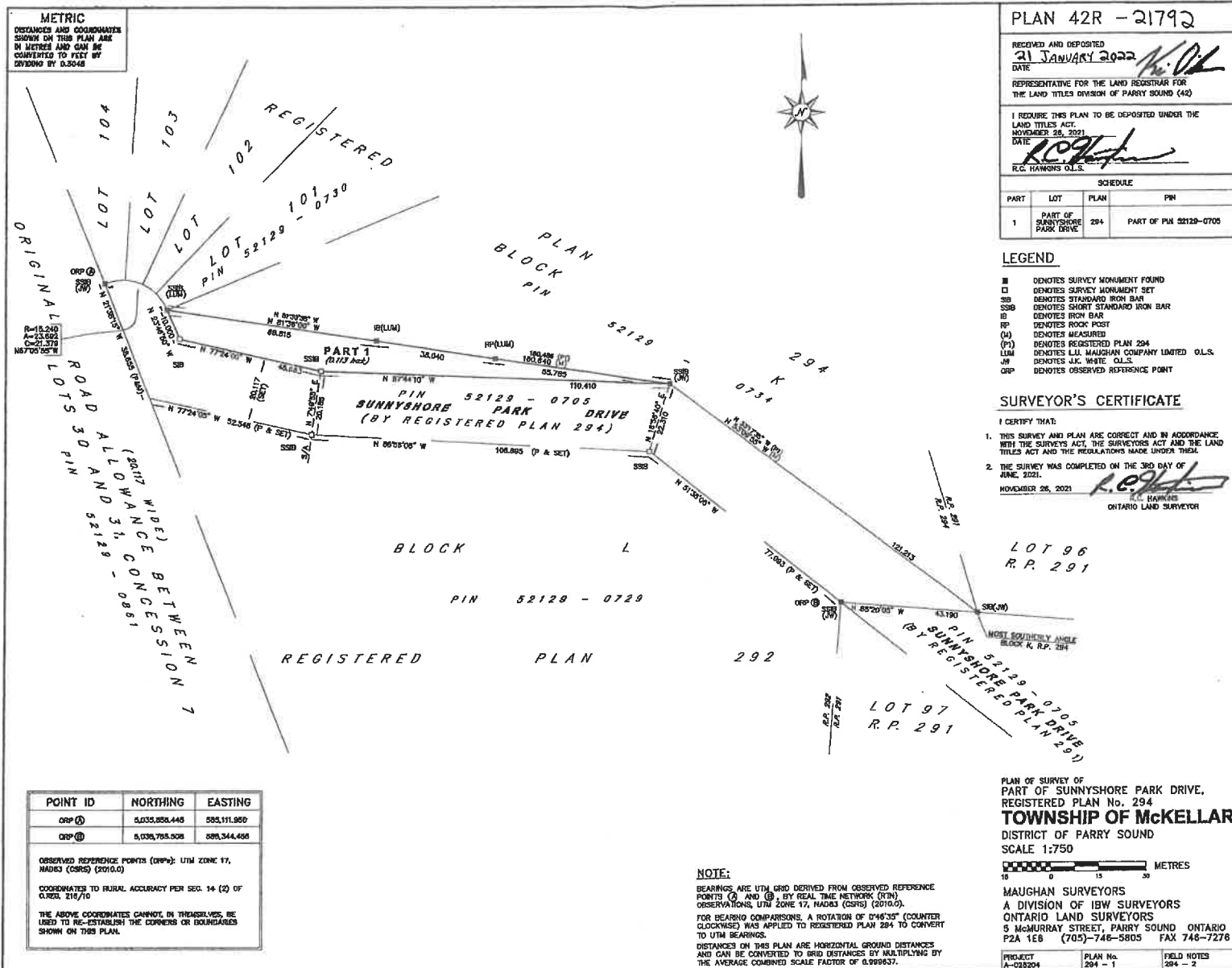
[Signature]
Signature of Owner

Personal Information

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended*. Questions about this collection should be directed to the Clerk's office at clerk@mckellar.ca or (705) 389-2842.

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

455-51465



6-5-2025 9:04am

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

Page 1

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Fire Protection Services</u>										
1274	WAMCO, 551 TIFFIN STREET, BARRIE, ON, L4N 9W6									
601106882		05-22-25	Capital - Equipment - HYDRANT	06-30-25	\$7,346.05	\$7,346.05	01-03-150-403	Capital - Equipment	\$422,075.20	\$11,467.49
						\$7,346.05				
Total Fire Protection Services						\$7,346.05				
<u>Building Department</u>										
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
892354		06-04-25	Vehicle Fuel - Gas - REGULAR GAS - CBO	06-30-25	\$38.26	\$38.26	01-04-170-141	Vehicle Fuel - Gas	\$1,200.00	\$993.95
						\$38.26				
Total Building Department						\$38.26				
<u>Transportation</u>										
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
891605		05-28-25	Fuel - Gas - REGULAR GAS - SHOP TANK	06-30-25	\$1,301.27	\$1,301.27	01-06-228-141	Fuel - Gas	\$1,000.00	\$1,000.00
891074		05-26-25	Fuel - Diesel - ULTRA LOW SULPHUR	06-30-25	\$581.62	\$581.62	01-06-228-142	Fuel - Diesel	\$65,000.00	\$34,151.58
891604		05-28-25	Fuel - Diesel - DYED LOW SULPHUR	06-30-25	\$1,232.64	\$1,232.64	01-06-228-142	Fuel - Diesel	\$65,000.00	\$34,151.58
						\$3,115.53				
336	Wurth Canada Limited, 345 HANLON CREEK BLVD., GUELPH, ON, N1C 0A1									
26399530		05-28-25	Workshop Supplies - CONSTRUCTION MARKING PAINT	06-30-25	\$97.56	\$97.56	01-06-210-148	Workshop Supplies	\$3,000.00	\$1,798.47
						\$97.56				
Total Transportation						\$3,213.09				
<u>Parks and Recreation Facilities</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187110		05-27-25	Maintenance Costs/Parts - OUTDOOR TAPE	06-30-25	\$23.40	\$23.40	01-11-360-143	Maintenance	\$7,000.00	\$6,638.85
						\$23.40				
Total Parks and Recreation Facilities						\$23.40				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Community Centre</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187149		05-29-25	Materials & Supplies - PADLOCK FOR UTILITY ROOM - ICE RINK	06-30-25	\$18.81	\$18.81	01-12-370-145	Materials & Supplies	\$2,500.00	\$2,328.80
						\$18.81				
Total Community Centre						\$18.81				
Total Bills To Pay:						\$10,639.61				

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

General

643	OMERS ADMINISTRATION CORPORATION, 900-100 ADELAIDE STREET WEST, TORONTO, ON, M5H 0E2							
JUN-25	06-05-25 OMERS Payable - PENTION CONTRIBUTION	06-30-25	\$18,336.84	\$18,336.84	01-00-000-639	OMERS Payable	\$0.00	(\$428.24)
	- MAY 2025							
				\$18,336.84				

Total General

General Liabilities and Equity

2570	RICHARD VAN LEEUWEN, , , ,								
JUN-25	06-04-25 Refundable Entrance/Bldg Fees - REFUND	06-30-25	\$750.00	\$750.00	01-01-030-617	Refundable		\$0.00	(\$9,000.00)
	FOR ROAD DAMAGE DEPOSIT								
				\$750.00					

Total General Liabilities and Equity

General Government

873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4								
JUN-25	06-05-25	Employee Benefits	06-30-25	\$490.64	\$490.64	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
JUN-25	06-05-25	Employee Benefits	06-30-25	\$168.55	\$168.55	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
JUN-25	06-05-25	Employee Benefits	06-30-25	\$513.60	\$513.60	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
					\$1,172.79				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9								
MAY2025	05-22-25	Miscellaneous- FLOWERS FOR GARNETT VOWELS	06-30-25	\$218.78	\$218.78	01-02-050-024	Miscellaneous	\$500.00	\$500.00
MAY2025	05-22-25	Telephone - TELIZON	06-30-25	\$7.19	\$7.19	01-02-060-007	Telephone	\$2,600.00	\$1,451.95
MAY2025	05-22-25	Memberships/Subscriptions - MFOA RENEWAL	06-30-25	\$367.25	\$367.25	01-02-060-017	Memberships/Subscriptio	\$4,000.00	\$1,465.20
MAY2025	05-22-25	Information Technology Support - GOOGLE SUITE	06-30-25	\$246.05	\$246.05	01-02-060-023	Information Technology	\$45,000.00	\$20,174.16
MAY2025	05-22-25	Information Technology Support - REV	06-30-25	\$28.70	\$28.70	01-02-060-023	Information Technology	\$45,000.00	\$20,174.16
MAY2025	05-22-25	Bank Service Charges \$ Loan Interest Charges - CIBC VIS ANNUAL FEE	06-30-25	\$3.84	\$3.84	01-02-060-025	Bank Service Charges \$	\$39,632.00	\$38,391.12
MAY2025	05-22-25	Telecommunicaiton Service (Internet, Website) - XPLORENET	06-30-25	\$93.11	\$93.11	01-02-060-031	Telecommunicaiton	\$9,500.00	\$6,531.20

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
MAY2025		05-22-25	Telecommunicaiton Service (Internet, Website) - STARLINK	06-30-25	\$646.18	\$646.18	01-02-060-031	Telecommunicaiton	\$9,500.00	\$6,531.20
						\$1,611.10				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUN-25		06-05-25	Employee Benefits	06-30-25	\$3.56	\$3.56	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
JUN-25		06-05-25	Employee Benefits	06-30-25	\$2.59	\$2.59	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
JUN-25		06-05-25	Employee Benefits	06-30-25	\$2.00	\$2.00	01-02-060-005	Employee Benefits	\$20,707.89	\$14,020.32
						\$8.15				
Total General Government						\$2,792.04				
<u>Fire Protection Services</u>										
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3073275		06-03-25	RES-2 2014 FORD E350 - REPLACEMENT BATTERIES FOR RESCUE # 2	06-30-25	\$437.47	\$437.47	01-03-153-209	RES-2 2014 FORD E350	\$6,000.00	\$6,000.00
						\$437.47				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUN-25		06-05-25	Employee Benefits	06-30-25	\$82.09	\$82.09	01-03-150-005	Employee Benefits	\$6,000.00	\$3,848.91
						\$82.09				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
MAY2025		05-22-25	Courses & Training -SJA TRAINING	06-30-25	\$25.00	\$25.00	01-03-150-015	Courses & Training	\$25,000.00	\$21,943.60
MAY2025		05-22-25	Conferences - TARGET PARKING	06-30-25	\$30.00	\$30.00	01-03-150-016	Conferences	\$1,000.00	\$1,000.00
MAY2025		05-22-25	Memberships/Subscriptions - YOUTUBE	06-30-25	\$13.22	\$13.22	01-03-150-017	Memberships/Subscriptio	\$1,200.00	\$6.39
MAY2025		05-22-25	Miscellaneous - AMAZON CREDIT	06-30-25	(\$0.01)	(\$0.01)	01-03-150-024	Miscellaneous	\$3,500.00	\$2,046.98
MAY2025		05-22-25	Safety Equipment/Protective Clothing - AMAZON SAFETY VESTS	06-30-25	\$27.94	\$27.94	01-03-150-100	Safety	\$20,000.00	\$9,360.54
						\$96.15				
2559	EXPRESS IMPRESSIONS INC., 2 BRAM COURT, UNIT 2, BRAMPTON, ON, L6W 3R6									
37431		05-30-25	Fire Prevention - FIRE DEPT SHIRTS	06-30-25	\$810.22	\$810.22	01-03-150-103	Fire Prevention	\$4,000.00	\$2,608.10
						\$810.22				
Total Fire Protection Services						\$1,425.93				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>Building Department</u>										
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUN-25	06-05-25	Employee Benefits		06-30-25	\$507.37	\$507.37	01-04-170-005	Employee Benefits	\$9,126.62	\$6,270.29
						\$507.37				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUN-25	06-05-25	Employee Benefits		06-30-25	\$3.22	\$3.22	01-04-170-005	Employee Benefits	\$9,126.62	\$6,270.29
						\$3.22				
Total Building Department						\$510.59				
<u>Transportation</u>										
357	Innovative Surface Solutions Canada, 78 Orchard Road, Ajax, ON, L1S 6L1									
PS-INV005642	05-29-25	Materials & Supplies - HARDTOP MAINTENANCE - COLD PATCH		06-30-25	\$4,300.02	\$4,300.02	01-06-245-145	Materials & Supplies	\$25,000.00	\$18,523.23
						\$4,300.02				
818	AQUA GRAPHICS, 2 BOWES STREET, UNIT 3, PARRY SOUND, ON, P2A 2K6									
2025-9789	06-02-25	Materials & Supplies - ROAD SIGNS FOR BRIDGE CLOSURE - HURDVILLE BRIDGE		06-30-25	\$203.52	\$203.52	01-06-705-145	Materials & Supplies	\$385,000.00	\$385,000.00
						\$203.52				
835	G.F. PRESTON SALES AND SERVICE LTD., 289 ALBERT STREET, BOX 540, SUNDRIDGE, ON, P0A 1Z0									
IN06896	05-27-25	Materials & Supplies - BRUSHING		06-30-25	\$405.98	\$405.98	01-06-221-145	Materials & Supplies	\$3,000.00	\$1,931.52
IN06896	05-27-25	Materials & Supplies - SWEEPING -		06-30-25	\$1,952.40	\$1,952.40	01-06-245-145	Materials & Supplies	\$25,000.00	\$18,523.23
						\$2,358.38				
873	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4									
JUN-25	06-05-25	Employee Benefits		06-30-25	\$434.16	\$434.16	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25	06-05-25	Employee Benefits		06-30-25	\$440.45	\$440.45	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25	06-05-25	Employee Benefits		06-30-25	\$445.99	\$445.99	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25	06-05-25	Employee Benefits		06-30-25	\$504.01	\$504.01	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25	06-05-25	Employee Benefits		06-30-25	\$270.33	\$270.33	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
						\$2,094.94				
982	AIR AUTOMOTIVE TRACKING INC., 160 COLLARD DRIVE, KING CITY, ON, L7B 1E4									
MCK06-25	06-02-25	Maintenance Costs/Parts		06-30-25	\$20.35	\$20.35	01-06-233-143	Maintenance	\$13,000.00	\$8,804.37
MCK06-25	06-02-25	Maintenance Costs/Parts		06-30-25	\$20.35	\$20.35	01-06-235-143	Maintenance	\$11,000.00	\$9,713.33

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-237-143	Maintenance	\$17,000.00	\$7,506.49
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-246-143	Maintenance	\$8,000.00	\$3,306.20
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-247-143	Maintenance	\$5,000.00	\$4,898.60
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-248-143	Maintenance	\$20,000.00	\$18,776.04
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-250-143	Maintenance	\$10,000.00	\$9,573.93
MCK06-25		06-02-25	Maintenance Costs/Parts	06-30-25	\$20.35	\$20.35	01-06-251-143	Maintenance	\$5,000.00	(\$58.58)
						\$162.80				
1019	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9									
MAY2025		05-22-25	Courses & Training - WSPS TRAINING	06-30-25	\$69.20	\$69.20	01-06-200-015	Courses & Training	\$5,000.00	\$4,160.48
MAY2025		05-22-25	Courses & Training - WSPS TRAINING	06-30-25	\$138.39	\$138.39	01-06-200-015	Courses & Training	\$5,000.00	\$4,160.48
MAY2025		05-22-25	Office Equipment - AMAZON ROLLER SHADES	06-30-25	\$398.22	\$398.22	01-06-200-018	Office Equipment	\$500.00	\$500.00
						\$605.81				
1486	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1									
JUN-25		06-05-25	Employee Benefits	06-30-25	\$1.87	\$1.87	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25		06-05-25	Employee Benefits	06-30-25	\$1.81	\$1.81	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25		06-05-25	Employee Benefits	06-30-25	\$3.02	\$3.02	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25		06-05-25	Employee Benefits	06-30-25	\$2.03	\$2.03	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
JUN-25		06-05-25	Employee Benefits	06-30-25	\$1.87	\$1.87	01-06-200-005	Employee Benefits	\$23,155.20	\$13,196.29
						\$10.60				
2568	CANADIAN CUTTING AND CORING (TORONTO) LTD., 77 WARD ROAD, BRAMPTON, ON, L6S 6A8									
1071633		05-20-25	Materials & Supplies - CUT CURB FOR REMOVAL - BALL FIELD	06-30-25	\$3,281.76	\$3,281.76	01-06-424-145	Materials & Supplies	\$229,488.81	\$152,048.12
						\$3,281.76				
Total Transportation						\$13,017.83				
<u>Environmental Services</u>										
12	Adams Brothers Construction Ltd, P.O. Box 324, Parry Sound, ON, P2A 2X4									
181271		06-03-25	Scrap Metal Revenue - SCRAP PURCHASE	06-30-25	(\$1,478.07)	(\$1,478.07)	01-08-104-571	Scrap Metal Revenue	\$8,500.00	\$6,847.50
181270		06-03-25	Waste Hauling Contract - WASTE HAULING CONTRACT - MAY 2025	06-30-25	\$5,084.18	\$5,084.18	01-08-301-122	Waste Hauling Contract	\$60,000.00	\$47,429.07

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
						\$3,606.11				
331 25841	Municipality of McDougall, 5 Baragar Blvd., McDougall, ON, P2A 2W9	05-31-25	Waste Tipping Fees - WASTE TIPPING FEES - MAY 2025	06-30-25	\$8,531.41	\$8,531.41	01-08-301-123	Waste Tipping Fees	\$82,000.00	\$61,523.61
						\$8,531.41				
818 2025-9789	AQUA GRAPHICS, 2 BOWES STREET, UNIT 3, PARRY SOUND, ON, P2A 2K6	06-02-25	Materials & Supplies SIGNS BAGGED	06-30-25	\$213.70	\$213.70	01-08-300-145	Materials & Supplies	\$2,000.00	\$1,742.63
						\$213.70				
873 JUN-25	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	06-05-25	Employee Benefits	06-30-25	\$117.31	\$117.31	01-08-300-005	Employee Benefits	\$1,428.00	\$930.22
						\$117.31				
1019 MAY2025	CIBC VISA, P.O. BOX 4595, STATION "A", TORONTO, ON, M5W 4X9	05-22-25	Materials & Supplies - AMAZON MONITOR	06-30-25	\$96.66	\$96.66	01-08-300-145	Materials & Supplies	\$2,000.00	\$1,742.63
						\$96.66				
Total Environmental Services						\$12,565.19				
<u>Parks and Recreation Facilities</u>										
873 JUN-25	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	06-05-25	Employee Benefits	06-30-25	\$242.44	\$242.44	01-11-360-005	Employee Benefits	\$3,672.00	\$2,382.75
						\$242.44				
1486 JUN-25	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	06-05-25	Employee Benefits	06-30-25	\$1.46	\$1.46	01-11-360-005	Employee Benefits	\$3,672.00	\$2,382.75
						\$1.46				
Total Parks and Recreation Facilities						\$243.90				
<u>Community Centre</u>										
362 1432447	Budget Propane & Oil, 1011 Beiers Rd, RR 1, Gravenhurst, ON, P1P 1R1	05-29-25	Propane - COMERCIAL PROPANE FOR COMMUNITY CENTRE	06-30-25	\$571.15	\$571.15	01-12-370-251	Propane	\$500.00	\$500.00
						\$571.15				
873 JUN-25	Manulife Financial, PO BOX 1627, WATERLOO, ON, N2J 4P4	06-05-25	Employee Benefits	06-30-25	\$389.94	\$389.94	01-12-370-005	Employee Benefits	\$2,734.74	\$732.18
						\$389.94				
1486 JUN-25	AIG INSURANCE COMPANY OF CANADA, P.O. BOX 15286 STATION A, TORONTO, ON, M5W 1C1	06-05-25	Employee Benefits	06-30-25	\$1.30	\$1.30	01-12-370-005	Employee Benefits	\$2,734.74	\$732.18

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
JUNE6/2025	06-06-25	CPP Deductions	06-30-25	\$6,789.06	\$6,789.06	01-00-000-631	CPP Deductions		\$0.00	(\$5,278.06)
JUNE6/2025	06-06-25	EI Deductions	06-30-25	\$2,191.27	\$2,191.27	01-00-000-632	EI Deductions		\$0.00	(\$1,818.40)
JUNE6/2025	06-06-25	Income Tax Payable	06-30-25	\$11,478.60	\$11,478.60	01-00-000-633	Income Tax Payable		\$0.00	(\$2,561.29)
					\$20,458.93					
Total General					\$20,458.93					
Total Bills To Pay:					\$20,458.93					

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General</u>										
308	Debbie Zulak, 161 Balsalm Road, PO Box 232, McKellar, ON, P0G 1C0									
JUNE10-2025	06-10-25	Bank Account - COUNCILLOR PAY MAY 25 - JUNE 7	06-30-25	\$701.80	\$701.80	01-00-011-801	Bank Account	\$0.00	(\$586,709.81)	
					\$701.80					
Total General						\$701.80				
<u>General Liabilities and Equity</u>										
2573	MURRAY RICH, 173 MACKENZIE STREET, ALLISTON, ON, L9R 1B8									
JUN-25	06-10-25	Refundable Entrance/Bldg Fees - REFUND FOR ROAD DAMAGE DEPOSIT	06-30-25	\$750.00	\$750.00	01-01-030-617	Refundable	\$0.00	(\$9,000.00)	
					\$750.00					
Total General Liabilities and Equity						\$750.00				
<u>General Government</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187276	06-06-25	Office Supplies/Materials - SOAP	06-30-25	\$4.06	\$4.06	01-02-060-009	Office	\$4,500.00	\$2,907.30	
187276	06-06-25	Office Supplies/Materials - WATER	06-30-25	\$14.91	\$14.91	01-02-060-009	Office	\$4,500.00	\$2,907.30	
					\$18.97					
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25	Hydro Admin	06-30-25	\$1,027.73	\$1,027.73	01-02-060-008	Hydro Admin	\$14,000.00	\$4,427.35	
					\$1,027.73					
1219	CENTRAL SQUARE, 1000 BUSINESS CENTER DRIVE, LAKE MARY, FL, 32746									
438485	05-23-25	Information Technology Support - E-CHEQUE	06-30-25	\$498.62	\$498.62	01-02-060-023	Information Technology	\$45,000.00	\$19,899.41	
					\$498.62					
Total General Government						\$1,545.32				
<u>Fire Protection Services</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
JUN-25		06-04-25	Hydro	06-30-25	\$117.77	\$117.77	01-03-151-008	Hydro	\$2,500.00	\$1,844.44
JUN-25		06-04-25	Hydro	06-30-25	\$275.91	\$275.91	01-03-152-008	Hydro	\$3,500.00	\$2,040.19
JUN-25		06-04-25	Hydro	06-30-25	\$144.99	\$144.99	01-03-154-008	Hydro	\$1,750.00	\$994.08
642	JIM REVINGTON, , , ,					\$538.67				
JUN-25		06-01-25	Miscellaneous - REIMBURSEMENT FOR CANTEEN JAN-MAY	06-30-25	\$261.59	\$261.59	01-03-150-024	Miscellaneous	\$3,500.00	\$2,046.99
JUN-25		06-01-25	Miscellaneous - REIMBURSEMENT FOR CANTEEN JAN-MAY	06-30-25	\$85.90	\$85.90	01-03-150-024	Miscellaneous	\$3,500.00	\$2,046.99
1510	JEFF CASTRONARO,					\$347.49				
JUN-25		04-28-25	Courses & Training - REIMBURSEMENT FOR MTO DZ TESTING MEDICAL	06-30-25	\$170.00	\$170.00	01-03-150-015	Courses & Training	\$25,000.00	\$14,900.90
2572	ALYSSA VAN SOELEN, , , ,					\$170.00				
JUN-25		05-13-25	Miscellaneous - REIMBURSEMENT FOR CANTEEN PURHCASES	06-30-25	\$44.17	\$44.17	01-03-150-024	Miscellaneous	\$3,500.00	\$2,046.99
JUN-25		05-13-25	Miscellaneous - REIMBURSEMENT FOR CANTEEN PURHCASES	06-30-25	\$106.87	\$106.87	01-03-150-024	Miscellaneous	\$3,500.00	\$2,046.99
						\$151.04				
Total Fire Protection Services						\$1,207.20				

Transportation

116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25	Hydro	06-30-25	\$319.11	\$319.11	01-06-210-008	Hydro	\$3,000.00	\$911.43	
					\$319.11					
185	Metroland Media, HAMILTON RPO EASTGATE, P.O. BOX 36524, HAMILTON, ON, L8J 0G5									
7749259	06-06-25	Advertising - CEMETERY NOTICE	06-30-25	\$80.39	\$80.39	01-06-200-011	Advertising	\$500.00	\$500.00	
					\$80.39					
845	TOROMONT CAT, 3131 Highway 7 West., POBox 5511, Concord, ON, L4K 1B7									
WO901078515	06-06-25	Maintenance Costs/Parts - MAINTENANCE FOR CAT GRADER	06-30-25	\$77.21	\$77.21	01-06-248-143	Maintenance	\$20,000.00	\$18,755.69	
					\$77.21					
al Transportation					\$476.71					

Street Lighting

116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3
------------	--

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

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	JUN-25	06-04-25	Hydro	06-30-25	\$24.45	\$24.45	01-07-229-008	Hydro	\$1,900.00	\$1,134.42
	JUN-25	06-04-25	Hydro	06-30-25	\$278.22	\$278.22	01-07-229-008	Hydro	\$1,900.00	\$1,134.42
	JUN-25	06-04-25	Hydro	06-30-25	\$27.68	\$27.68	01-07-229-008	Hydro	\$1,900.00	\$1,134.42
	JUN-25	06-04-25	Hydro	06-30-25	\$11.45	\$11.45	01-07-229-008	Hydro	\$1,900.00	\$1,134.42
						\$341.80				
Total Street Lighting						\$341.80				
<u>Environmental Services</u>										
32	Bay Area Electrical Co. Ltd., 86 Joseph Street, Parry Sound, ON, P2A 2G5									
74001	01-06-25	Maintenance Costs/Parts - REPAIRS TO	06-30-25	\$624.24	\$624.24	01-08-300-143	Maintenance	\$8,400.00	\$5,789.08	
		BASEBOARD HEATER & OUTSIDE PLUG -								
		TRANSFER STATION								
						\$624.24				
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25	Hydro	06-30-25	\$147.60	\$147.60	01-08-300-008	Hydro	\$2,000.00	\$573.55	
						\$147.60				
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
104079	05-30-25	Maintenance Costs/Parts - MONTHLY TOILET	06-30-25	\$190.29	\$190.29	01-08-300-143	Maintenance	\$8,400.00	\$5,789.08	
		RENTAL MAY 2-29								
						\$190.29				
Total Environmental Services						\$962.13				
<u>Parks and Recreation Facilities</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187290	06-09-25	Maintenance Costs/Parts - WEED EATER	06-30-25	\$203.46	\$203.46	01-11-360-143	Maintenance	\$7,000.00	\$6,615.45	
		SPRAY & CHAINSAW FUEL - PARKS								
187238	06-04-25	Materials & Supplies - PAINT & FUEL -	06-30-25	\$87.49	\$87.49	01-11-360-145	Materials & Supplies	\$4,000.00	\$3,091.01	
						\$290.95				
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25	Hydro	06-30-25	\$33.89	\$33.89	01-11-360-008	Hydro	\$450.00	\$269.61	
						\$33.89				
Total Parks and Recreation Facilities						\$324.84				
<u>Community Centre</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187276	06-06-25	Water Testing - BLEACH	06-30-25	\$31.53	\$31.53	01-12-370-257	Water Testing	\$2,000.00	\$1,483.49	

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
						\$31.53				
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25 Hydro			06-30-25	\$458.81	\$458.81	01-12-370-008	Hydro	\$7,500.00	\$3,226.48
						\$458.81				
Total Community Centre						\$490.34				
<u>Cultural</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-25	06-04-25 Library - Hydro			06-30-25	\$348.70	\$348.70	01-13-381-008	Library - Hydro	\$5,000.00	\$1,752.12
						\$348.70				
Total Cultural						\$348.70				
<u>Planning and Development</u>										
1184	PAUL GOGAN,									
JUN4-25	06-04-25 McKellar Market Vendor Fees - REFUND FOR MCKELLAR MARKET FEES			06-30-25	\$250.00	\$250.00	01-14-104-539	McKellar Market Vendor	\$19,488.00	(\$4,177.00)
						\$250.00				
Total Planning and Development						\$250.00				
<u>Education</u>										
66	Conseil Scolaire Public du Nord-Est de l'Ontario, P.O. Box 3600, 820 Lakeshore Drive, North Bay, ON, P1B 9T5									
JUNE2025	06-11-25 School Board Requisitions			06-30-25	\$393.37	\$393.37	01-15-112-060	School Board Requisitions	\$0.00	(\$393.37)
						\$393.37				
190	Near North District School BD, 600 McIntyre Street, PO Box 3110, North Bay, ON, P1B 8H1									
JUNE2025	06-11-25 School Board Requisitions - 2ND QUARTER PAYMENT - EDUCATION - SCHOOL BOARD			06-30-25	\$267,490.26	\$267,490.26	01-15-110-060	School Board Requisitions	\$0.00	(\$267,490.26)
						\$267,490.26				
223	Simcoe Muskoka Catholic District School Board, 46 Alliance Blvd, Barrie, ON, L4M 5K3									
JUNE2025	06-11-25 School Board Requisitions - 2ND QUARTER SCHOOL BOARD PAYMENT			06-30-25	\$14,196.05	\$14,196.05	01-15-111-060	School Board Requisitions	\$0.00	(\$14,196.05)
						\$14,196.05				
Total Education						\$282,079.68				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Bills To Pay:						\$289,478.52				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
154	MINISTER OF FINANCE, 33 KING STREET WEST, P.O. BIX 620, OSHAWA, ON, L1H 8E9									
MAY2025	06-13-25 EHT payable - EHT PAYMENT FOR MAY	06-30-25	\$2,340.98		\$2,340.98		01-00-000-637	EHT payable	\$0.00	(\$4,985.95)
						\$2,340.98				
Total General						\$2,340.98				
Total Bills To Pay:						\$2,340.98				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General Government</u>										
194	Near North Business Machines, 86 West RD, Huntsville, ON, P1H 1M1									
62316		06-01-25	Information Technology Support - MICROSOFT OFFICE 365 - JUNE 2025	06-30-25	\$719.54	\$719.54	01-02-060-023	Information Technology	\$45,000.00	\$19,400.79
62325		06-01-25	Information Technology Support - FULLY MANAGED SERVICE PROGRAM - JUNE	06-30-25	\$1,851.01	\$1,851.01	01-02-060-023	Information Technology	\$45,000.00	\$19,400.79
						\$2,570.55				
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
70128750		05-26-25	Office Supplies/Materials - JUMP DRIVES, TAPE, & NAME TAGS	06-30-25	\$60.18	\$60.18	01-02-060-009	Office	\$4,500.00	\$2,888.33
						\$60.18				
1154	MARY SMITH, 19 SPRINGHILL ROAD, MCKELLAR, ON, P0G 1C0									
JUNE2025		06-13-25	Mileage	06-30-25	\$200.00	\$200.00	01-02-060-006	Mileage	\$2,500.00	\$2,500.00
JUNE2025		06-13-25	Conferences - HOTEL	06-30-25	\$667.52	\$667.52	01-02-060-016	Conferences	\$3,000.00	\$1,896.78
JUNE2025		06-13-25	Conferences - MEAL	06-30-25	\$22.34	\$22.34	01-02-060-016	Conferences	\$3,000.00	\$1,896.78
						\$889.86				
1457	LASALLE BUSINESS MACHINES, 887-D NOTRE DAME AVE, SUDBURY, ON, P3A 2T2									
146057		06-01-25	Printing/Photocopier - PRINTER LEASE & COPIES - JUNE 2025	06-30-25	\$422.98	\$422.98	01-02-060-012	Printing/Photocopier	\$5,000.00	\$3,178.92
						\$422.98				
Total General Government						\$3,943.57				
<u>Fire Protection Services</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7									
JUN2025		06-13-25	Telephone - IPAD	06-30-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,384.13
JUN2025		06-13-25	Telephone - TURBO # 2	06-30-25	\$54.92	\$54.92	01-03-150-007	Telephone	\$3,000.00	\$1,384.13
JUN2025		06-13-25	Telephone - RESCUE # 2	06-30-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,384.13
JUN2025		06-13-25	Telephone - CHIEF	06-30-25	\$36.52	\$36.52	01-03-150-007	Telephone	\$3,000.00	\$1,384.13
JUN2025		06-13-25	Telephone - TURBO # 1	06-30-25	\$28.49	\$28.49	01-03-150-007	Telephone	\$3,000.00	\$1,384.13
						\$176.91				
154	MINISTER OF FINANCE, 33 KING STREET WEST, P.O. BIX 620, OSHAWA, ON, L1H 8E9									
402905251049059		05-29-25	Forest Fire Management Fee - FOREST PROTECTION FEES - 2025	06-30-25	\$4,987.49	\$4,987.49	01-03-150-104	Forest Fire Management	\$4,900.00	\$4,900.00
						\$4,987.49				
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
IVC000000000235		06-16-25	Courses & Training - BURN TRAILER MAY 2025	06-30-25	\$103.36	\$103.36	01-03-150-015	Courses & Training	\$25,000.00	\$14,730.90
						\$103.36				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Fire Protection Services						\$5,267.76				
<u>Building Department</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7`									
JUN2025	06-13-25 Telephone - CBO	06-30-25	\$51.83	\$51.83	01-04-170-007	Telephone		\$600.00	\$358.37	
						\$51.83				
Total Building Department						\$51.83				
<u>Protection to Persons and Property</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7`									
JUN2025	06-13-25 Miscellaneous - BY-LAW	06-30-25	\$36.77	\$36.77	01-05-190-024	Miscellaneous		\$1,500.00	\$1.93	
						\$36.77				
1392	CHRIS KASULKE,									
202505	06-06-25 Bylaw Enforcement Annual Levy - BY-LAW	06-30-25	\$1,899.70	\$1,899.70	01-05-182-030	Bylaw Enforcement		\$40,000.00	\$37,346.49	
	ENFORCEMENT SERVICES MAY 2025									
202505	06-06-25 Mileage	06-30-25	\$71.28	\$71.28	01-05-190-006	Mileage		\$3,000.00	\$2,959.80	
						\$1,970.98				
Total Protection to Persons and Property						\$2,007.75				
<u>Transportation</u>										
36	Bell Mobility Inc., P.O. Box 5102, Burlington, ON, L7R 4R7`									
JUN2025	06-13-25 Telephone - ROADS	06-30-25	\$34.51	\$34.51	01-06-200-007	Telephone		\$1,400.00	\$914.91	
						\$34.51				
81	Fowler Construction Company, 1206 Rosewarne Drive, P.O. Box 630, Bracebridge, ON, P1L 1T9									
85515	05-31-25 Materials & Supplies - GRANULAR A & B -	06-30-25	\$74,616.17	\$74,616.17	01-06-223-145	Materials & Supplies		\$85,000.00	\$85,000.00	
	2025-03-GRAVEL									
						\$74,616.17				
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187418	06-17-25 Materials & Supplies - NO TRESPASSING	06-30-25	\$6.70	\$6.70	01-06-227-145	Materials & Supplies		\$12,000.00	\$12,000.00	
	SIGNS - BELL'S HILL									
						\$6.70				
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
893022	06-11-25 Fuel - Diesel - DYED LOW SULPHUR	06-30-25	\$967.13	\$967.13	01-06-228-142	Fuel - Diesel		\$65,000.00	\$32,337.32	
						\$967.13				
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1-3075062		06-16-25	Maintenance Costs/Parts - CAT BACKHOE REPAIRS	06-30-25	\$140.41	\$140.41	01-06-243-143	Maintenance	\$25,000.00	\$19,133.84
1-3075353		06-17-25	Maintenance Costs/Parts - SUPPLIES FOR CAT BACKHOE	06-30-25	\$1.34	\$1.34	01-06-243-143	Maintenance	\$25,000.00	\$19,133.84
1-3074779		06-13-25	Maintenance Costs/Parts - MAINTENANCE SUPPLIES FOR F550	06-30-25	\$32.81	\$32.81	01-06-246-143	Maintenance	\$8,000.00	\$3,285.85
						\$174.56				
351	Bay St. Graphics, 3-26 Bay St., Parry Sound, ON, P2A 1S5									
6607		06-17-25	Materials & Supplies -CIVIC SIGN NUMBERS	06-30-25	\$55.97	\$55.97	01-06-227-145	Materials & Supplies	\$12,000.00	\$12,000.00
						\$55.97				
1520	HV DUTY SUPPLY, 5 WATER STREET, PARRY SOUND, ON, P2A 3A3									
1036		06-12-25	Equipment & Repairs - 800 LB LOAD DOLLY	06-30-25	\$194.32	\$194.32	01-06-210-114	Equipment & Repairs	\$5,500.00	\$3,253.19
						\$194.32				
2556	Borgford Equipment Services Inc., 300 NOVA BEAUCAGE, NORTH BAY, ON, P1B 8G5									
1841		06-09-25	Motor Oil/Grease - GREASE & DEGREASER	06-30-25	\$310.27	\$310.27	01-06-228-140	Motor Oil/Grease	\$3,600.00	(\$203.28)
						\$310.27				
Total Transportation						\$76,359.63				
<u>Street Lighting</u>										
116	Hydro One Networks Inc., P. O. Box 4102 Stn A, Toronto, ON, M5W 3L3									
JUN-POLE		06-12-25	Hydro - MCKELLAR FERGUSON BOUNDARY RD STREET LIGHTS - JUNE 2025	06-30-25	\$7.77	\$7.77	01-07-229-008	Hydro	\$1,900.00	\$792.62
						\$7.77				
Total Street Lighting						\$7.77				
<u>Environmental Services</u>										
407	Corporate Express Canada Inc., C.O T04446C, PO BOX 4446, STN A, TORONTO, ON, M5W 4A2									
70116988		05-23-25	Materials & Supplies - PRINTABLE BUSINESS CARDS FOR TRANSFER STATION CARDS	06-30-25	\$270.45	\$270.45	01-08-300-145	Materials & Supplies	\$2,000.00	\$1,432.27
						\$270.45				
Total Environmental Services						\$270.45				
<u>Health Services</u>										
196	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT, 345 OAK STREET WEST, NORTH BAY, ON, P1B 2T2									
JUNE2025		06-01-25	North Bay Parry Sound Health Unit Annual Levy - MUNICIPAL LEVY - JUNE 2025	06-30-25	\$3,691.33	\$3,691.33	01-09-330-030	North Bay Parry Sound	\$44,296.00	\$25,839.31

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
						\$3,691.33				
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
JUNE2025		06-17-25	EMS Ambulance Annual Levy - LAND	06-30-25	\$20,659.66	\$20,659.66	01-09-320-030	EMS Ambulance Annual	\$247,915.93	\$144,617.63
			AMBULANCE - JUNE 2025							
						\$20,659.66				
Total Health Services						\$24,350.99				
<u>Parks and Recreation Facilities</u>										
284	Weeks Construction Inc., PO Box 397, Parry Sound, ON, P2A 2X4									
104207		06-16-25	Maintenance Costs/Parts - MONTHLY TOILET	06-30-25	\$540.35	\$540.35	01-11-360-143	Maintenance	\$7,000.00	\$6,411.99
			RENTALS MAY 16 - JUN 12 & DELIVERED -							
			MINERVA PARK							
104209		06-16-25	Maintenance Costs/Parts - MONTHLY TOILET	06-30-25	\$190.29	\$190.29	01-11-360-143	Maintenance	\$7,000.00	\$6,411.99
			RENTAL MAY 16 - JUN 12 - COMM HALL							
						\$730.64				
508	NORTH OF MUSKOKA EMBROIDERY, 2 BOWES STREET, PARRY SOUND, ON, P2A 2K6									
8589		06-12-25	T-Ball Program - T-SHIRTS FOR T-BALL	06-30-25	\$240.00	\$240.00	01-11-360-132	T-Ball Program	\$700.00	\$700.00
8589		06-12-25	T-Ball Program - T-SHIRTS FOR T-BALL	06-30-25	\$327.67	\$327.67	01-11-360-132	T-Ball Program	\$700.00	\$700.00
						\$567.67				
Total Parks and Recreation Facilities						\$1,298.31				
<u>Community Centre</u>										
600	Sifft Electric, 156 Medor St., Port Carling, ON, P0B 1J0									
25607		05-31-25	Equipment Maintenance - REPLACEMENT	06-30-25	\$506.76	\$506.76	01-12-370-252	Equipment Maintenance	\$2,500.00	\$2,072.32
			BATTERY FOR GENERATOR							
						\$506.76				
660	FAST ENVIRO SERVICE, 705 SAVAGE SETTLEMENT ROAD, PO BOX 480, NOVAR, ON, P0A 1R0									
6637		06-13-25	Facility Maintenance - SEPTIC INSPECTION	06-30-25	\$366.34	\$366.34	01-12-370-115	Facility Maintenance	\$12,000.00	\$10,485.00
			& INSTALLED RISERS PLUS GASKETS							
						\$366.34				
Total Community Centre						\$873.10				
<u>Planning and Development</u>										
842	JANICE GIBSON,									
JUN-25		06-17-25	McKellar Market Expenses - FIRST HALF -	06-30-25	\$825.00	\$825.00	01-14-420-262	McKellar Market	\$2,695.00	\$2,502.16
			BUSKER MONEY							

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1501	JAMIE-LEAH BAKER, 24 RAILWAY AVENUE, PARRY SOUND, ON, P2A 2R6					\$825.00				
JUN-25		06-17-25	McKellar Market Expenses - MARKET FACE PAINTING	06-30-25	\$300.00	\$300.00	01-14-420-262	McKellar Market	\$2,695.00	\$2,502.16
						\$300.00				
Total Planning and Development						\$1,125.00				
Total Bills To Pay:						\$115,556.16				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
<u>General</u>										
308	Debbie Zulak, 161 Balsalm Road, PO Box 232, McKellar, ON, P0G 1C0									
JUNE-24-2025	06-24-25	Bank Account - COUNCILLOR PAY	06-30-25	\$701.80	\$701.80	01-00-011-801	Bank Account	\$0.00 (\$3,223,623.53)		
					\$701.80					
Total General					\$701.80					
<u>General Government</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUN-25	06-16-25	Telephone - ADMIN	06-30-25	\$228.35	\$228.35	01-02-060-007	Telephone	\$2,600.00	\$1,444.76	
					\$228.35					
Total General Government					\$228.35					
<u>Fire Protection Services</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUN-25	06-16-25	Telephone - FIRE HALL	06-30-25	\$127.46	\$127.46	01-03-150-007	Telephone	\$3,000.00	\$1,207.22	
					\$127.46					
257	Town of Parry Sound, 52 Seguin Street, Parry Sound, ON, P2A 1B4									
IVC000000000235	06-23-25	Equipment & Repairs - REPAIR FOR SHARED COMPRESSOR	06-30-25	\$650.32	\$650.32	01-03-150-114	Equipment & Repairs	\$8,500.00	\$7,430.50	
					\$650.32					
Total Fire Protection Services					\$777.78					
<u>Building Department</u>										
109	Home Hardware, 31 Joseph Street, Parry Sound, ON, P2A 2G3									
187439	06-18-25	Materials & Supplies - TAPE MEASURE - CBO	06-30-25	\$10.17	\$10.17	01-04-170-145	Materials & Supplies	\$0.00	\$0.00	
					\$10.17					
217	Parry Sound Fuels, 114 Bowes Street, Parry Sound, ON, P2A 2L7									
894223	06-25-25	Vehicle Fuel - Gas - REGULAR GAS - CBO	06-30-25	\$42.73	\$42.73	01-04-170-141	Vehicle Fuel - Gas	\$1,200.00	\$955.69	
					\$42.73					

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Building Department						\$52.90				
<u>Transportation</u>										
21	ACE Equipment Rentals, PO Box 324, Parry Sound, ON, P2A 2X4									
35726	06-19-25 Materials & Supplies - BRIDGE MAINTENANCE	06-30-25	\$283.59	\$283.59	01-06-220-145	Materials & Supplies	\$21,000.00	\$10,729.74		
						\$283.59				
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUN-25	06-16-25 Telephone - GARAGE	06-30-25	\$63.73	\$63.73	01-06-200-007	Telephone	\$1,400.00	\$880.40		
						\$63.73				
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3076315	06-24-25 Maintenance Costs/Parts - FUEL TANK CAP FOR FORD F550	06-30-25	\$35.24	\$35.24	01-06-246-143	Maintenance	\$8,000.00	\$3,253.04		
1-3075621	06-19-25 Maintenance Costs/Parts - SILICONE HOSE FOR FREIGHTLINER #24	06-30-25	\$42.50	\$42.50	01-06-251-143	Maintenance	\$5,000.00	(\$78.93)		
						\$77.74				
336	Wurth Canada Limited, 345 HANLON CREEK BLVD., GUELPH, ON, N1C 0A1									
26441436	06-24-25 Personal Protective Equipment Employee Allowance - SAFETY VESTS & HARD HATS	06-30-25	\$145.10	\$145.10	01-06-200-008	Personal Protective	\$2,000.00	\$1,366.20		
						\$145.10				
1096	RHH ENGINEERING, 70 ISABELLA STREET, UNIT 111, PARRY SOUND, ON, P2A 2Z1									
25006	06-20-25 Capital - Consult Service - HURDVILLE RD RECONSTRUCTION TENDER & DRAWINGS	06-30-25	\$20,046.72	\$20,046.72	01-06-634-428	Capital - Consult	\$179,606.40	\$158,033.28		
25007	06-20-25 Capital - Consult Service - HURDVILLE RD PAVING TENDER	06-30-25	\$4,070.40	\$4,070.40	01-06-634-428	Capital - Consult	\$179,606.40	\$158,033.28		
						\$24,117.12				
1385	PARRY SOUND STEEL INC., 7 HUNTER DRIVE, SEGUIN, ON, P2A 0B2									
8617	06-18-25 Materials & Supplies - MATERIALS FOR CULVERTS	06-30-25	\$87.92	\$87.92	01-06-220-145	Materials & Supplies	\$21,000.00	\$10,729.74		
						\$87.92				
Total Transportation						\$24,775.20				
<u>Environmental Services</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUN-25	06-16-25 Telephone - TRANSFER STATION	06-30-25	\$63.73	\$63.73	01-08-300-007	Telephone	\$600.00	\$284.96		
						\$63.73				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Environmental Services						\$63.73				
<u>Parks and Recreation Facilities</u>										
218	Parry Sound Auto Parts, 74 Parry Sound Drive, Parry Sound, ON, P2A 0B8									
1-3075550		06-18-25	Maintenance Costs/Parts - REPAIRS FOR UTILITY TRAILER - PARKS	07-30-25	\$10.44	\$10.44	01-11-360-143	Maintenance	\$7,000.00	\$5,681.35
						\$10.44				
Total Parks and Recreation Facilities						\$10.44				
<u>Community Centre</u>										
23	Bell Canada, P.O. Box 9000, Stn.: Don Mills, North York, ON, M3C 2X7									
JUN-25		06-16-25	Telephone - COMM HALL	06-30-25	\$46.36	\$46.36	01-12-370-007	Telephone	\$1,200.00	\$633.51
						\$46.36				
197	Near North Laboratories Inc, 11-191 Booth RD, North Bay, ON, P1A 4K3									
109319		06-17-25	Water Testing - WATER TESTING & COURIER FEES	06-30-25	\$47.99	\$47.99	01-12-370-257	Water Testing	\$2,000.00	\$1,451.96
						\$47.99				
763	MORROWS PLUMBING & HEATING INC., 1 QUEEN STREET, PARRY SOUND, ON, P2A 2W1									
23598		06-19-25	Facility Maintenance - REPAIRS TO DRIAN BY POST OFFICE	06-30-25	\$208.61	\$208.61	01-12-370-115	Facility Maintenance	\$12,000.00	\$10,118.66
						\$208.61				
Total Community Centre						\$302.96				
<u>Planning and Development</u>										
124	John Jackson Planner Inc., 1 MALL DRIVE UNIT #2, PARRY SOUND, ON, P2A 3A9									
25-065		05-31-25	Planning Consultant Services - OPA REVIEW - JAN 2025	06-30-25	\$445.20	\$445.20	01-14-400-021	Planning Consultant	\$50,000.00	\$46,960.07
						\$445.20				
2558	Sandra Tapley, 37 Odessa Avenue, Etobicoke, ON, M9C 4K1									
JUN-25		06-18-25	McKellar Market Vendor Fees - REFUND FOR MARKET FEES	06-30-25	\$90.00	\$90.00	01-14-104-539	McKellar Market Vendor	\$19,488.00	(\$4,222.00)
						\$90.00				
2574	SANDRA AUSMA, 32 VIRGINIA HTS, PARRY SOUND, ON, P2A 3A8									
JUN-25		06-19-25	McKellar Market Vendor Fees - REFUND FOR MARKET FEES	06-30-25	\$45.00	\$45.00	01-14-104-539	McKellar Market Vendor	\$19,488.00	(\$4,222.00)
						\$45.00				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Planning and Development						\$580.20				
Total Bills To Pay:						\$27,493.36				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
JUNE26/2025	06-26-25	CPP Deductions	06-30-25	\$5,614.60	\$5,614.60	01-00-000-631	CPP Deductions		\$0.00	(\$9,399.14)
JUNE26/2025	06-26-25	EI Deductions	06-30-25	\$1,870.18	\$1,870.18	01-00-000-632	EI Deductions		\$0.00	(\$3,081.39)
JUNE26/2025	06-26-25	Income Tax Payable	06-30-25	\$9,164.70	\$9,164.70	01-00-000-633	Income Tax Payable		\$0.00	(\$8,774.12)
					\$16,649.48					
Total General					\$16,649.48					
Total Bills To Pay:					\$16,649.48					

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
General										
235	RECEIVER GENERAL, CANADA REVENUE AGENCY TECHNOLOGY CENTRE, 875 HERON ROAD, OTTAWA, ON, K1A 1B1									
MAY23/2025		05-23-25	CPP Deductions	06-30-25	\$5,390.78	\$5,390.78	01-00-000-631	CPP Deductions	\$0.00	(\$10,668.84)
MAY23/2025		05-23-25	EI Deductions	06-30-25	\$1,805.67	\$1,805.67	01-00-000-632	EI Deductions	\$0.00	(\$3,624.07)
MAY23/2025		05-23-25	Income Tax Payable	06-30-25	\$9,093.01	\$9,093.01	01-00-000-633	Income Tax Payable	\$0.00	(\$11,250.28)
						\$16,289.46				
Total General						\$16,289.46				
Total Bills To Pay:						\$16,289.46				

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

Invoice Number	Vendor	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
						\$1.30				
2569 JUN-25	MICHELLE SWAN, , , ,	06-02-25	Community Centre User Fees - REFUND FOR DAMAGE DEPOSIT ON COMM HALL	06-30-25	\$150.00	\$150.00	01-12-104-544	Community Centre User	\$2,000.00	\$458.07
						\$150.00				
Total Community Centre						\$1,112.39				
<u>Cultural</u>										
913 JUNE2025	BROADBENT SNOW BUGS, , , ,	06-04-25	Discretionary Donations - FOR PURCHASE OF FIREWORKS - CANADA DAY WEEKEND	06-30-25	\$1,000.00	\$1,000.00	01-13-380-128	Discretionary Donations	\$0.00	(\$50.00)
						\$1,000.00				
2571 1621	COTTAGE CONTRACTING, , , ,	06-03-25	Hemlock Church & St. Stephen's Church - ST. STEPHENS CHURCH CLEANING	06-30-25	\$6,614.40	\$6,614.40	01-13-383-113	Hemlock Church & St.	\$15,200.00	\$9,216.52
						\$6,614.40				
Total Cultural						\$7,614.40				
<u>Planning and Development</u>										
818 2025-9800	AQUA GRAPHICS, 2 BOWES STREET, UNIT 3, PARRY SOUND, ON, P2A 2K6									
	06-02-25	Lake Stewardship Committee/ ICECAP - WELCOME BOOKLETS - ENVIRONMENTAL COMM	06-30-25	\$1,679.04	\$1,679.04	01-14-411-030	Lake Stewardship	\$5,300.00	\$4,195.90	
						\$1,679.04				
Total Planning and Development						\$1,679.04				
Total Bills To Pay:						\$60,048.15				

Hi Karlee,

I have attached a revised MOU taking into account the following:

- Correct corporate name for the Township;
- Term of 5-years
- Included language in Additional Comments regarding the public not requiring permission to be on Township lands;
- Under Address, we stated that Schedule A lists the lands by PIN # and forms a part of the MOU.
- Did not address the use of the word “license’ vs ‘permission’ as I believe we’ve established that the word license is not just an official document, but is also used as a permission to use something as described in the Cambridge Dictionary.

I hope I haven’t forgotten anything discussed.

We look forward to hearing back after the next council meeting.

Sincerely,
Bill McNeice
President,
Dun-Ahmic Snowriders
705-774-1107

**MEMORANDUM OF UNDERSTANDING (MOU)
PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION**

I, Corporation of the Township of McKellar, being the owner and/or occupier (hereinafter the "Landowner") of the legally described lands below, hereinafter the "Lands",

Address including lot #, concession # and/or other legal description. Attached Schedule A identifies lands by PIN #.	Township, County, District, Region, Municipality. Include all that apply. Township of McKellar in the District of Parry Sound
---	--

hereby gives the Dun-Ahmic Snowriders, hereinafter the "Local Snowmobile Club" and/or "LSC", a license to enter onto, and access, the Lands on the following terms and conditions:

1. The term of this MOU is from August 01, 2025 to August 01, 2030.
2. The LSC shall remain a member in good standing with the Ontario Federation of Snowmobile Clubs (OFSC) during the term of this MOU. At the Landowner's request, the LSC will provide its current OFSC Certificate of Insurance (COI).
3. The Landowner grants a license to the LSC so the LSC can enter the Lands to establish, groom, maintain, sign and use the Lands for snowmobiling by legally permitted snowmobiles and their riders.
4. The LSC will provide liability insurance of \$15,000,000.00 through an OFSC-held insurance policy (the "OFSC Insurance Policy" or "OFSCIP") for liability arising from the grooming, operation, use and maintenance of the snowmobile trail but only with respect to the negligence of the LSC for those operations usual to a snowmobile trail. The Landowner's signature on this MOU confirms its coverage provided that the Landowner charges no fee to use the Lands.
5. The Landowner will be added as an additional insured under the OFSCIP but only with respect to liability arising from the operations of the named LSC. Coverage will be extended to the Lands through an insurance policy held by the OFSC and its member organization snowmobile club. The OFSCIP does not cover the Landowner's willful misconduct and/or negligence.
6. The Landowner and LSC have each initialed a sketch or map of the Lands attached as "Schedule 'A'" to this MOU.
7. Before or after the winter months when there is no snow cover, the LSC may access the Lands to open, close, upgrade and maintain the snowmobile trail.
8. During the winter months the LSC shall maintain that portion of the Lands used as a snowmobile trail in reasonably good condition for snowmobiling and the LSC may also perform other upgrades and/or trail maintenance or other similar works or projects.
9. The LSC shall post snowmobiling signage on the snowmobile trail and annually remove litter from the snowmobile trail.
10. If valid permitted and exempted snowmobiles and their riders damage property on the Lands used for snowmobiling, the LSC will repair or replace the damaged property.
11. The Landowner authorizes the LSC's or OFSC District's representative(s) to be its agent(s) to cooperate with local law enforcement agencies' efforts to supervise and enforce the uses of the Lands permitted by this MOU under the *Trespass to Property Act*, R.S.O., 1990 C. T.21, the *Motorized Snow Vehicles Act*, R.S.O. 1990 c. M.44 and the *Occupiers Liability Act*, R.S.O. 1990 c. O.2, all as amended.
12. Either party may terminate this MOU by providing at least 60 days' prior written notice to the other party as listed below.
13. Additional Conditions:

It is acknowledged that the Township Lands are and shall remain public so that the public may access and traverse the Lands at any time at their own risk without permission required from LSC.

LANDOWNER/OCCUPIER

Name Corporation of the Township of McKellar	Email clerk@mckellar.ca
Address 701 Hwy 124, McKellar, ON P0G 1C0	Phone 705-389-2842

LOCAL SNOWMOBILE CLUB

Name - Club Contact Bill McNeice	Phone 705-774-1107	Email billmcneice@accro.org
-------------------------------------	-----------------------	--------------------------------

Landowner Signature: _____

Date: _____

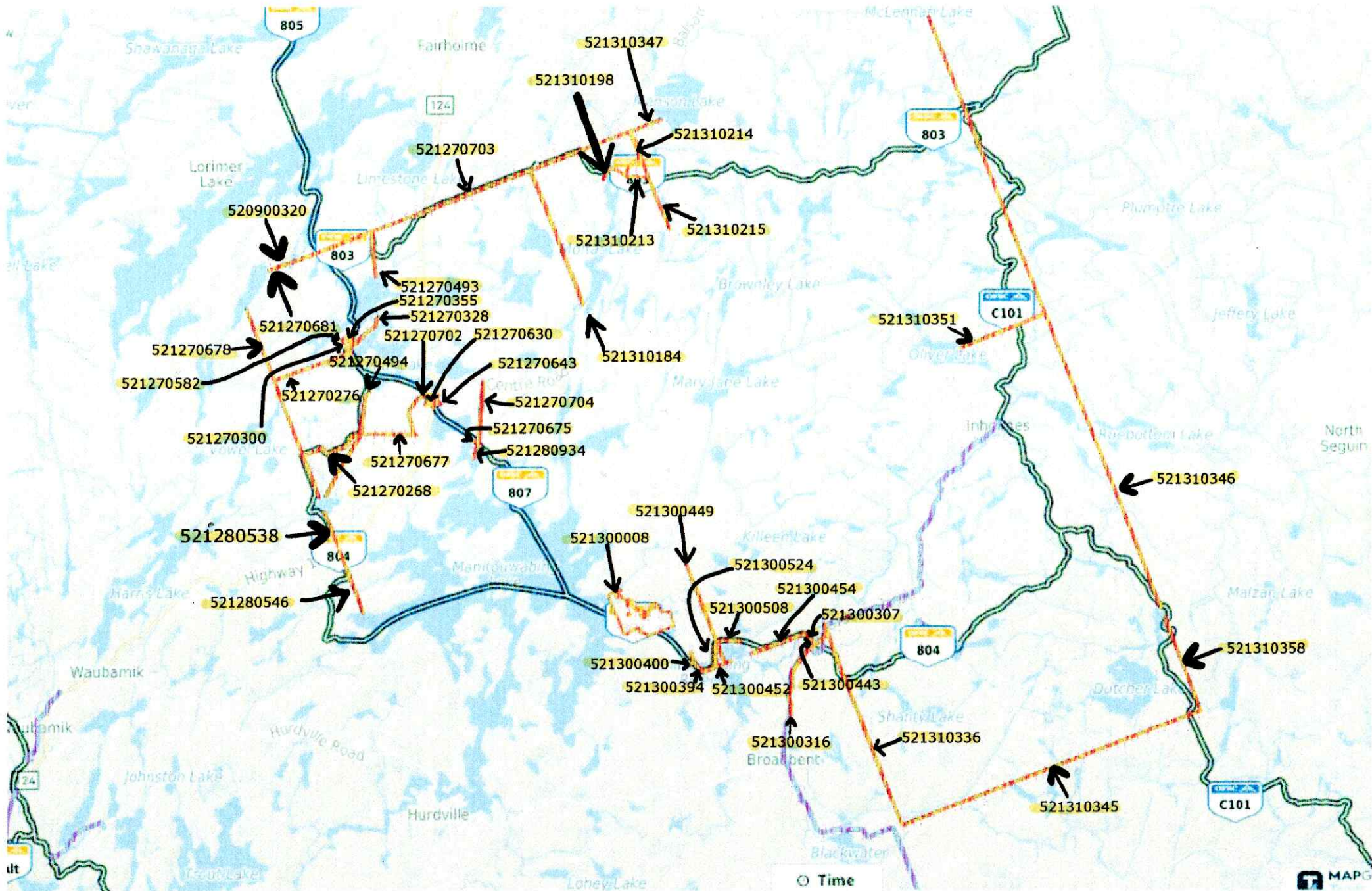
Club Signature: _____

Date: _____

Schedule A Attachments:

☐ sketch and/or

☒ map



McKellar Township Schedule A Dunahmic Snow Riders

<u>Club</u>	<u>Obj ID #</u>	<u>Label Trail #</u>	<u>PIN</u>	<u>Desc</u>
DAS	8030	807	521270643	677 HWY # 124
DAS	8030	807	521270702	RDAL BTN CON A AND CON B MCKELLAR BTN HWY801 & RDAL BTN LT 18 AND LT 19 CON A EXCEPT PT 4 42R7430; MCKELLAR
DAS	8030	807	521270630	676 HWY # 124
DAS	3383	803	521310198	FIRSTLY; PT LT 17 CON 14 MCKELLAR PT 4 TO 8 42R13287; SECONDLY; PT LT 17 CON 14 MCKELLAR BEING TRAVELLED RD (AKA BALSAM RD) PT 1 42R5119 & PT 4 42R12051; MCKELLAR
DAS	3383	803	521310215	RDAL BTN LT 15 AND LT 16 CON 13 MCKELLAR; RDAL BTN LT 15 AND LT 16 CON 14 MCKELLAR S OF A LINE DRAWN BTN THE NE ANGLE OF PT 5 42R13301 AND THE SW ANGLE OF PT 1 42R11161; MCKELLAR
DAS	3383	803	521270493	RDAL BTN LT CON A AND CON 14 MCKELLAR; MCKELLAR
DAS	3383	803	521310213	PT LT 16 CON 14 MCKELLAR BEING TRAVELLED RD (AKA THE EAST RD) BTN PT 3 42R7926 & PT 1 42R10355; MCKELLAR
DAS	3383	803	521310347	RDAL BTN TWP OF MCKELLAR AND TWP OF HAGERMAN S OF THE CENTRE BTN THE RDAL BTN LT 20 AND LT 21 CON 14 AND MANSON LAKE; MCKELLAR
DAS	3383	803	521270703	RDAL BTN TWP OF MCKELLAR AND TWP OF HAGERMAN S OF CENTRE LINE BTN PT 1 HWY801 & RDAL BTN LT 20 AND LT 21 CON 14; MCKELLAR
DAS	3383	803	521310184	RDAL BTN LT 20 AND LT 21 CON 12 MCKELLAR; RDAL BTN LT 20 AND LT 21 CON 13 MCKELLAR; RDAL BTN LT 20 AND LT 21 CON 14 MCKELLAR BTN RDAL BTN TWP OF MCKELLAR AND HAGERMAN AND MOFFAT LAKE; MCKELLAR

DAS	3383	803	521310214	FIRSTLY; RDAL BTN LT 15 AND LT 16 CON 14 MCKELLAR N OF S WLY EXT OF S LIMIT OF PT 1 42R11161; SECONDLY: PT LT 15 CON 14 MCKELLAR; PT LT 16-17 CON 14 MCKELLAR PT 2 42R5119, PT 1 42R6007, PT 1 42R11161, PT 3, 4 42R13301; PT LT 16-17 CON 14 MCKELLAR BEING TRAVELLED RD (AKA BALSAM RD) BTN SQUAW RIVER AND N LIMIT OF TWP OF MCKELLAR; MCKELLAR
DAS	3383	803	521270681	RDAL BTN TWP OF MCKELLAR AND TWP OF HAGERMAN S OF CENTRE LINE BTN LODGE LAKE & PT 1 HWY801; MCKELLAR
DAS	3383	803	520900320	RDAL BTN TWP OF MCKELLAR AND TWP OF HAGERMAN N OF CENTRE LINE BTN LODGE LAKE & RDAL BTN CON A AND CON 1 HAGERMAN; WHITESTONE
DAS	3383	803	521310346	RDAL BTN TWP OF MCKELLAR AND TWP OF SPENCE W OF THE CENTRE LINE BTN RDAL BTN TWP OF MCKELLAR AND TWP OF HAGERMAN AND PROUD LAKE; MCKELLAR
DAS	7513	804	521270276	RDAL BTN CON 12 AND CON 13 MCKELLAR W OF MCKELLAR LAKE; MCKELLAR
DAS	7513	804	521270328	TAIT DR PL 258; MCKELLAR
DAS	7513	804	521270355	T 54 PL 258; MCKELLAR
DAS	7513	804	521270300	BLK A PL 258; MCKELLAR
DAS	7513	804	521270582	MORE AV PL 258; MCKELLAR
DAS	9064	804	521270494	RDAL BTN LT CON A AND CON 11 MCKELLAR; RDAL BTN LT CON A AND CON 12 MCKELLAR BTN FRESQUE LAKE & MCKELLAR LAKE; MCKELLAR
DAS	9064	804	521270268	PT LT 33-35 CON 11 MCKELLAR (AKA WEST RD) PT 1 42R13832 & TRAVELLED RD; MCKELLAR
DAS	9064	804	521270677	RDAL BTN LT 18 AND LT 19 CON A MCKELLAR; MCKELLAR
DAS	3384	804	521280546	RDAL BTN TWP OF FERGUSON AND TWP OF MCKELLAR E OF CENTRE LINE (AKA MCK-FERG BOUNDARY RD) BTN PT 1 HWY801 AND MANITOUWABING LAKE; MCKELLAR

DAS	3384	804	521280538	RDAL BTN TWP OF FERGUSON AND TWP OF MCKELLAR E OF CENTRE LINE BTN FRESQUE LAKE AND PT 1 HWY801; MCKELLAR
DAS	3384	804	521270678	RDAL BTN TWP OF FERGUSON AND TWP OF MCKELLAR E OF CENTRE LINE BTN LODGE LAKE & FRESQUE LAKE; MCKELLAR
DAS	3385	804	521300008	PCL 7491 SEC SS; PT LT 23 CON 6 MCKELLAR; PT LT 24 CON 6 MCKELLAR AS IN LT37380 EXCEPT PL M142 & PT 9, 42R13530; MCKELLAR
DAS	3386	804	521310336	RDAL BTN LT 15 AND LT 16 CON 1 MCKELLAR; RDAL BTN LT 15 AND LT 16 CON 2 MCKELLAR; RDAL BTN LT 15 AND LT 16 CON 3 MCKELLAR; RDAL BTN LT 15 AND LT 16 CON 4 MCKELLAR BTN MANITOUWABING RIVER AND RDAL BTN THE TWP OF CHRISTIE AND TWP OF MCKELLAR; MCKELLAR
DAS	3386	804	521300316	PT LT 16 CON 4 MCKELLAR AS IN MK1267 & PT 4 42R17189 BTN E & W LIMITS OF LT 16 CON 4; PT LT 18 CON 3 MCKELLAR; PT LT 17-18 CON 4 MCKELLAR BEING TRAVELLED RD (AKA BROADBENT RD) BTN W LIMIT LT 18 CON 3 & E LIMIT LT 17 CON 4; MCKELLAR
DAS	3386	804	521300394	FIRSTLY: STEWART RD PL 251; SECONDLY: PT LT 22 CON 5 MCKELLAR; PT 1 FT RESERVE PL 251 PT 1 42R16587; PT LT 12 PL 251 PT 3 PSR2321; MCKELLAR
DAS	3386	804	521300400	14 STEWART PARK
DAS	3386	804	521300452	FIRSTLY: RDAL BTN CON 4 AND CON 5 MCKELLAR BTN E LIMIT OF MANITOUWABING RIVER & W LIMIT OF LAKE MANITOUWABING; SECONDLY: PT LT 22 CON 5 MCKELLAR BEING TRAVELLED RD ABUTTING S LIMIT PL251 & PT 2, 3 PSR1173; MCKELLAR
DAS	3386	804	521300508	LT 20 CON 5 MCKELLAR N & W OF MANITOUWABING RIVER EXCEPT PARTS 6, 7, 8, 10 & 12 42R18300 DISTRICT OF PARRY SOUND

DAS	3386	804	521300449	RDAL BTN LT 20 AND LT 21 CON 5 MCKELLAR; RDAL BTN LT 20 AND LT 21 CON 6 MCKELLAR; MCKELLAR
DAS	3386	804	521300524	PART LOT 21 CON 5 MCKELLER PART 4 PLAN 42R21165 TOWNSHIP OF MCKELLAR
DAS	3386	804	521300307	PT LT 16 CON 4 MCKELLAR AS IN MK1267 (AKA DICKINSON RD, MCKELLAR BROADBENT RD) BTN N LIMIT OF LT 16 CON 4 & MANITOUWABING RIVER; MCKELLAR
DAS	3386	804	521300443	PT LT 16 CON 4 MCKELLAR AS IN MK1267 (AKA DICKINSON RD, MCKELLAR BROADBENT RD) BTN MANITOUWABING RIVER & THE ELY PRODUCTION OF THE SLY LIMIT OF PT 3 PSR2221; MCKELLAR
DAS	3386	804	521300454	FIRSTLY: RDAL BTN CON 4 AND CON 5 MCKELLAR WITHIN THE LIMITS OF MANITOUWABING RIVER ABUTTING S LIMIT OF LT 16 TO 19 CON 5; SECONDLY: PT LT 17 CON 4 MCKELLAR; PT LT 18 CON 4 MCKELLAR PT 3 & 6 42R17311; PT LT 17 CON 5 MCKELLAR PT 4 42R18260; MCKELLAR
DAS	3392	C101	521310345	RDAL BTN TWP OF MCKELLAR AND TWP OF CHRISTIE N OF CENTRE LINE BTN RDAL BTN LT 15 AND LT 16 CON 1 MCKELLAR AND RDAL BTN TWP OF MCKELLAR AND TWP OF SPENCE; MCKELLAR
DAS	3392	C101	521310358	RDAL BTN TWP OF MCKELLAR AND TWP OF SPENCE W OF THE CENTRE LINE BTN RDAL BTN TWP OF MCKELLAR AND TWP OF CHRISTIE AND PROUD LAKE; MCKELLAR
DAS	3391	C101	521310351	RDAL BTN CON 8 AND CON 9 MCKELLAR BTN OLIVER LAKE AND RDAL BTN TWP OF MCKELLAR AND TWP OF SPENCE; MCKELLAR
DAS	8031	807	521280934	RDAL BTN CON B AND CON 10 MCKELLAR BTN MANITOUWABING LAKE AND RDAL BTN LT 18 AND LT 19; MCKELLAR
DAS	8031	807	521270675	RDAL BTN LT 18 AND LT 19 CON B MCKELLAR E OF MANITOUWABING LAKE; MCKELLAR

Schedule A Pg 7

DAS	8031	807	521270704	RDAL BTN CON B AND CON 10 MCKELLAR; RDAL BTN CON B AND CON 11 MCKELLAR S OF HWY709 AND N OF RDAL BTN LT 18 & LT 19 CON B; MCKELLAR
-----	------	-----	-----------	--

**McKellar's 150th Fall Fair
Sep 6, 2025
Youth Parade**



**View the Rules and Pre Register by Sep 1,
2025 at <https://www.mckellarfair.ca/forms>**

**Gather behind the Rec Centre at 11:30
Parade starts at 12 Noon**

**Prizes for Best Farm Animal Costumes (Youth
and Adults), Best Decorated Wagons, Strollers,
Bikes and Mobile Devices, Best Family Group,
Best Siblings Group, etc In fact, there is a
prize for everyone who
participates!**



**Our thanks to the
Township of McKellar
for their generous
sponsorship of the
Youth Parade.**

**[Insert
Logo]**



Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

**Tender Opening
Tender No. 2025-13
Hurdville Road Reconstruction**

Closing Date: June 24, 2025 3:00 p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
Fowler Construction	June 24/25 @ 2:18 pm	1,409,577.00	183,245.01	1,592,882.01
Weeks Construction	June 24/25 @ 12:56 pm	1,244,611.79	161,799.53	1,406,411.32
North Bay Construction Documents				
Denis Gratton Construction	June 24/25 @ 1:26 pm	1,636,400.00	212.732 00	1,849,132.00
Georgian Rock Company				
Roto-Mill				

Tenders were opened publicly in the Council Chambers at the Municipal Office at
3:00 p.m. by:

Mary Smith
Deputy Clerk

Karlee Britton
Clerk/Administrator



Township of McKellar

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

Phone: (705) 389-2842

Fax: (705) 389-1244

Tender Opening Tender No. 2025-14 Hurdville Road Asphalt Paving

Closing Date: June 24, 2025 4:00 p.m.

Vendor	Date/Time Rec'd	Subtotal	HST	Total
Fowler Construction	Jun 24/25 2:18 PM	\$697,914.00	\$90,728.82	\$788,642.82
Georgian Rock Company				
Kings Valley Paving Inc.	Jun. 24/25 3:00 PM	\$759,200.00	\$98,696.00	\$857,896.00
McDermott & Sons Construction (Cottage Country Paving - sub)				
Global Simcoe Paving				

Tenders were opened publicly in the Council Chambers at the Municipal Office at

4:00 p.m. by:

Mary Smith
Deputy Clerk

Karlee Britton
Clerk/Administrator

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2025-37

**Being a By-law to Authorize the Execution of an
Agreement with Spectrum Telecom Group Ltd.**

WHEREAS Section 5(3) of the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, provides that the powers of a Municipal corporation shall be exercised by By-law unless otherwise authorized; and

WHEREAS Section 9 of the *Municipal Act, 2001*, provides that a Municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority; and

WHEREAS the Township of McKellar is undertaking the construction of a new telecommunications tower located on Lee's Road, in anticipation of the decommissioning of the existing tower on Balsam Road, to be scheduled for 2026; and

WHEREAS Spectrum Telecom Group Ltd. has agreed to contribute to the construction costs of the new tower in exchange for a designated position on the tower and a reduced rental rate for a period of three years; and

WHEREAS the Corporation of the Township of McKellar deems it necessary and appropriate to enter into an agreement with Spectrum Telecom Group Ltd. for the aforementioned contribution to support the construction of the new telecommunications infrastructure;

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

1. **THAT** the Mayor and Clerk/Administrator are hereby authorized to execute an agreement between the Township of McKellar and Spectrum Telecom Group Ltd., attached as Schedule "A" to this By-law.
2. **THAT** the Mayor and Clerk/Administrator are further authorized to take all necessary actions and execute any additional documents required to give effect to the agreement.
3. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ a FIRST and SECOND time this 15th day of July 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a THIRD time and **PASSED** in **OPEN COUNCIL** this 15th day of July 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

THIS AGREEMENT made in duplicate this _____ day of _____, 20__

BETWEEN: CORPORATION OF THE TOWNSHIP of McKELLAR

(hereinafter referred to as the "Licensor")

OF THE FIRST PART

AND: SPECTRUM TELECOM GROUP LTD.

(hereinafter referred to as the "Licensee")

OF THE SECOND PART

TELECOMMUNICATIONS TOWER and SHELTER AGREEMENT

Site: McKellar, 13 Lee's Road

Township of McKellar

District of Parry Sound

(Property legally described on Schedule "A")

WHEREAS on or about the 2nd day of September 2014, the Licensor and Licensee signed a tower and shelter agreement that provided certain rights and privileges associated with the installation and operation of various radio communication systems at a Municipally owned tower site located near the intersection of Balsam Road and Centre Road in the Township of McKellar. The Municipality wishes to terminate this agreement and enter into an agreement at a new tower site to be developed at the transfer station located at 13 Lee's Road in the Township of McKellar.

AND WHEREAS upon completion of construction at the new site at 13 Lee's Road, and the installation of its telecommunication equipment, the Licensee agrees to remove its equipment located in the shelter and on the tower located at the Balsam Road Tower Site.

WHEREAS the Licensee further agrees to contribute a one-time construction charge to facilitate construction of the new Lee's Road tower site (referred to hereinafter as the **Site**).

THEREFORE, in consideration of good and valuable compensation, the receipt of which the Licensor acknowledges, and the mutual covenants set out below, the Licensor and Licensee (collectively referred to herein as the **Parties**) agree as follows:

1. **LICENCED FACILITIES:** The Licensor hereby grants the Licensee the right to install a radio communication system and associated equipment in areas designated at its tower **Site** as well as inside the Licensor owned shelter located at civic address 13 Lee's Road in the community of McKellar which is

legally described on Schedule A. In addition, the Licensee is allowed to attach backhaul and various distribution antennas, along with associated transmission lines, on the tower.

2. **TERM:** An initial Term of 10 years, beginning on the "Commencement Date", shall apply.
3. **Commencement Date:** For the initial Term, a Commencement Date of January 1st, 2026, shall apply.
4. **EXTENSION:** The Licensee may request to extend the initial term of this Agreement for up to two (2) additional periods of five (5) years each. Any such extension shall be subject to the Licensor's approval and must be formalized through a written amendment to this Agreement, duly executed by both parties.
5. **LICENSE FEES:** In consideration of the rights granted to the Licensee by the Licensor herein, the Licensee shall pay the Licensor in advance (at the beginning of each month), the amount of **\$180.00** monthly plus HST to locate the antennas and equipment on the tower and inside the Licensor's equipment shelter for the first 3-years of the term with no increases. The amount increases to \$300.00 monthly plus HST, subject to annual CPI adjustments thereafter. This fee shall be adjusted annually (on the anniversary date) to account for inflation. The annual adjustment of the monthly fees shall be calculated using the Bank of Canada Inflation Calculator, and the rate used based on Statistics Canada consumer price index (CPI) inflation statistics for the previous 12-month period.

In addition to the Fees payable, the Licensee shall provide three (3) complementary wireless Internet connections including the associated subscriber equipment (subject to the conditions set forth in Article 22). The complementary connections will be installed at the Transfer Station site located at 13 Lee's Road, the Fire Hall located at 3 Sharon Park Drive, and the Fire Hall located at 710 Hurdville Road. Where the technology allows, these connections will have a maximum throughput of 25 Mbps in the download direction and 5 Mbps in the upload direction.

6. **CONSTRUCTION CHARGE FEE:** The Licensee agrees to pay to the Licensor a one-time payment of forty thousand dollars (\$40,000.00) to facilitate the construction of a tower on the **Site**. This Fee is payable within 30 days after the services have been transferred from the Balsam Road Tower Site to the new Site. If this Agreement is canceled for any reason prior to or during the initial first Term by the Licensor, this Construction Fee shall be refunded to the Licensee in full.
7. **SITE ACCESS:** The Licensee, their agents, invitees, and contractors shall have unrestricted access to the Site. Also included are the non-exclusive rights of unrestricted access for the connection (aerial or underground) to the appropriate Utility's, fibre optic, and telephone facilities. At its discretion, the Licensee is permitted to push aside or remove any snow accumulation on the

driveway and parking area to facilitate the ongoing access that may be required for its operations and maintenance activities. The Licensee may not grant any rights to a third party for use of the access road and parking area that is inconsistent with the uses permitted herein. Usage of the driveway and parking area by the Licensee shall not adversely impact the Licensor's use of the property.

8. **USE** of the Site and access rights granted by the Licensor herein shall be for the purpose of installing, removing, replacing, relocating, maintaining, supplementing, and operating, at its sole expense, telecommunications facilities and equipment and the provision of telecommunication services.
9. **HYDRO** energy required for the operation of the telecommunication facilities shall be provided by the Licensor to the Licensee at the Licensor's sole expense. Provision of any new AC circuitry that may be required to extend AC power from the Licensor's main breaker or sub-distribution panel to the equipment shall be installed at the expense of the Licensee.
10. **SITE ABANDONMENT:** If the Licensor disposes of, decommissions, or abandons the site, or removes the tower from the property for whatever reason, any one of these actions shall terminate the Agreement and the Licensee covenants and agrees to remove its equipment. With consideration given to the telecommunication services provided by the Licensee to subscribers in the area from the site, the Licensor agrees to provide the Licensee with 12-month's written notice of any intention to abandon the site or remove the shelter and tower, which will be subject to the one time construction fee being reimbursed if terminated in the first term as outlined in Article 6.
11. **TERMINATION** of this agreement may be exercised by the Licensee at any time on 12 months' written notice without further liability if the Licensee cannot obtain all necessary rights and approvals required from its senior management, any governmental authority, and/or any third party to operate the telecommunications facility, or if any such right or approval is cancelled, expires or is terminated, or if for any other bona fide reason (e.g. interference with the Licensee's signals, damage or destruction, Site decommissioning) the Licensee determines that it will be unable to use the Site for its intended purpose. If the Licensee defaults under this agreement and such default is not being diligently remedied within 90 days after notice (force majeure excepted), the Licensor may terminate this agreement on 12 months' written notice.
12. **INDEMNIFICATION:** The Licensee shall accept any responsibility for liability attached to its own acts or omissions. The Licensee will not indemnify the Licensor for liabilities for which the Licensor is responsible at law or other accidental losses not caused by the Licensee.

The Licensee further covenants and agrees to be responsible for and pay for any damages to persons or property caused by the erection or maintenance of the said equipment where the Licensee acknowledges liability or is found to be liable in a court of law.

Notwithstanding any of the foregoing, neither party shall be liable for damage to persons or property caused by the negligence of the other party or those for whom the other party is responsible for in law.

The Licensee shall maintain during the Term and any extensions, public liability and property damage insurance coverage of not less than \$5,000,000.

Upon request of the Licensors, and thereafter upon renewal of the insurance policy, the Licensee shall provide to the Licensors evidence of such insurance having been obtained and maintained in the form of a certificate of insurance.

13. **MAINTENANCE of SITE:** The Licensors shall keep the premises serviceable and in good repair.
14. **REMOVAL of LICENSEE'S EQUIPMENT:** The indoor and outdoor equipment, shall be and remains the property of the Licensee and must be removed by the Licensee upon termination of the Agreement.
15. **COMPLIANCE WITH APPLICABLE LAW:** The Licensee covenants and agrees that the installation of the said equipment, and the maintenance thereof will be done in compliance with all lawful by-laws, rules, and regulations of the jurisdiction and municipality or other competent authority and further covenants and agrees to save harmless the Licensors from any costs, charges or damage to which the Licensors may be put or suffer by reason of the Licensee's breach of any such by-laws, rules, or regulations.
16. **SUCCESSORS and ASSIGNS:** The terms and conditions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
17. **HAZARDOUS SUBSTANCES:** The Licensors represents that it has no knowledge of any substance on the Site that is identified as hazardous, toxic, or dangerous in any applicable federal, provincial, or local law, or regulation. The Licensors shall be responsible for any pre-existing contamination of the Site. The Licensors and the Licensee shall not introduce or use any such substance on the Site in violation of any applicable law.
18. **TERMINATION OF PRIOR TOWER SITE AGREEMENT:** Subject to conditions specified herein, and construction of the 200-foot tower and the installation of associated equipment referenced in Article 1, execution of this Agreement shall supersede and terminate the prior Site Agreement in force between the Licensee and the Licensors, dated September 2nd, 2024, for tower and shelter space at the Licensors's tower site located on Balsam Road. After the tower is fully commissioned and subscribers transferred to the new tower at the Lee's Road Transfer Station, the Licensee shall remove its equipment cabinet at a time agreed upon by the Parties.
19. **ASSIGNMENT** of this agreement may be made to any corporate affiliate or principal lenders of a purchaser of part or all of the Licensee's assets.

20. **NOTICES:** Notices shall be in writing and sent by mail, postage prepaid, deemed received 3 days after mailing. If transmitted by facsimile or email transmission, such notices will be deemed received on date transmitted. Any applicable Notices shall be sent or transmitted to the address, or email address of the parties as set forth below.
21. **MISCELLANEOUS:**
- a) The Licensee, upon paying Rent and providing service specified as Other Compensation, shall have quiet possession of the Site. The Licenser shall not cause or permit others to interfere with or impair the quality of the telecommunications services being rendered by the Licensee from the Site. The Licensee shall have 24-hour, 7-day a week access to the Site subject to the Licenser's reasonable security requirements.
 - b) The Licenser shall, at the Licensee's expense, assist and co-operate with the Licensee in obtaining local authority approvals for the Licensee's permitted uses.
 - c) If the Licenser wishes to have any of the Licensee's infrastructure that is installed on the Site (under the terms of this Agreement) moved, altered, or relocated for whatever reason, then the Licenser must obtain the consent of the Licensee and the Licenser shall cover the cost and expense of the approved change. The Licenser will not be held responsible for the cost of any infrastructure modification initiated by the Licensee or any third party that may be necessary to accommodate any future requirements or to comply with any applicable laws, by-laws, rules, or regulations.
 - d) The Licensee shall have the exclusive right to occupy the second-highest position on the tower for the operation of its telecommunications facility throughout the Term of this Agreement and any extensions thereof. The highest position on the tower shall be reserved for the Township's equipment. All other third parties, if any, shall be located on the tower at positions below the Licensee's equipment.
 - e) The Licenser and/or its agent represents and warrants that it has full authority to enter into and sign this agreement and bind the Licenser accordingly.
 - f) The terms and conditions of this agreement shall extend to and bind the successors and assigns of the Licenser and the Licensee.
 - g) The Licenser shall permit the Licensee or its contractor's full access to the Site, in advance, for the purpose of satisfying itself, at its own expense, as to the appropriate conditions for the intended use of the Site, provided the Licensee repairs any damage caused by any tests or inspections.
 - h) This Agreement shall be governed by the laws of the Province of Ontario. Invalid provisions are severable and do not impair the validity of the balance of this Agreement. The Licenser agrees to keep this Agreement and its terms confidential and not disclose them unless compelled by law.

22. **ADDITIONAL PROVISIONS:**

- a) The location the Licensor designates to receive the Internet service connection(s), as referenced in Article 5, must be approved by the Licensee and be within the wireless coverage footprint established by the Licensee in the Township of McKellar. The service will be made available to the Licensor on or about the time service is turned up and generally made available to the public. These services do not include the cost of any masts or towers that may be required to acquire the wireless service. The Licensor shall bear the cost of any such mast or tower.
- b) Upon installation of the Internet services provided under the terms of the Agreement herein, the Licensor will be required to comply with terms and conditions set forth in the NetSpectrum published "Acceptable Use Policy" (AUP) which can be found at NetSpectrum's web site: <http://www.netspectrum.ca> The purpose of this AUP is to encourage fair and responsible use of the Internet resources provided and to discourage activities that may degrade the overall usability of network resources and infrastructure.

23. **Contacts:**

The Licensor (Notices):
Township of McKellar
Attn: Clerk Administrator
701 Highway #124
McKellar, Ontario P0G 1C0
Telephone No. (705) 389-2842
Email: clerk@mckellar.ca

The Licensor (Rental Payments):
Township of McKellar
Attn: Treasurer
701 Highway #124
McKellar, Ontario P0G 1C0
HST Number: 10813 3331 RP0001

The Licensee: (Notices)
Spectrum Telecom Group Ltd.
Attn: General Manager
505 Froot Road
Sudbury Ontario P3C 5A2
Telephone No. (705) 673-6661
Email: ghatton@spectrumtelecom.ca
HST Number: 84426 5298 RT0001

IN WITNESS WHEREOF the parties have executed the Agreement as follows,

Licensor:

By the Corporation of the Township of McKellar on the ____ day of _____, 20__

By: _____
Name: David Moore
Title: Mayor

Witness (to the signature of D. Moore)

By: _____
Name: Karlee Britton
Title: Clerk/Administrator

Witness (to the signature of K. Britton)

We have the authority to bind the corporation.

Licensee:

By Spectrum Telecom Group Ltd. on the ____ day of _____, 20__

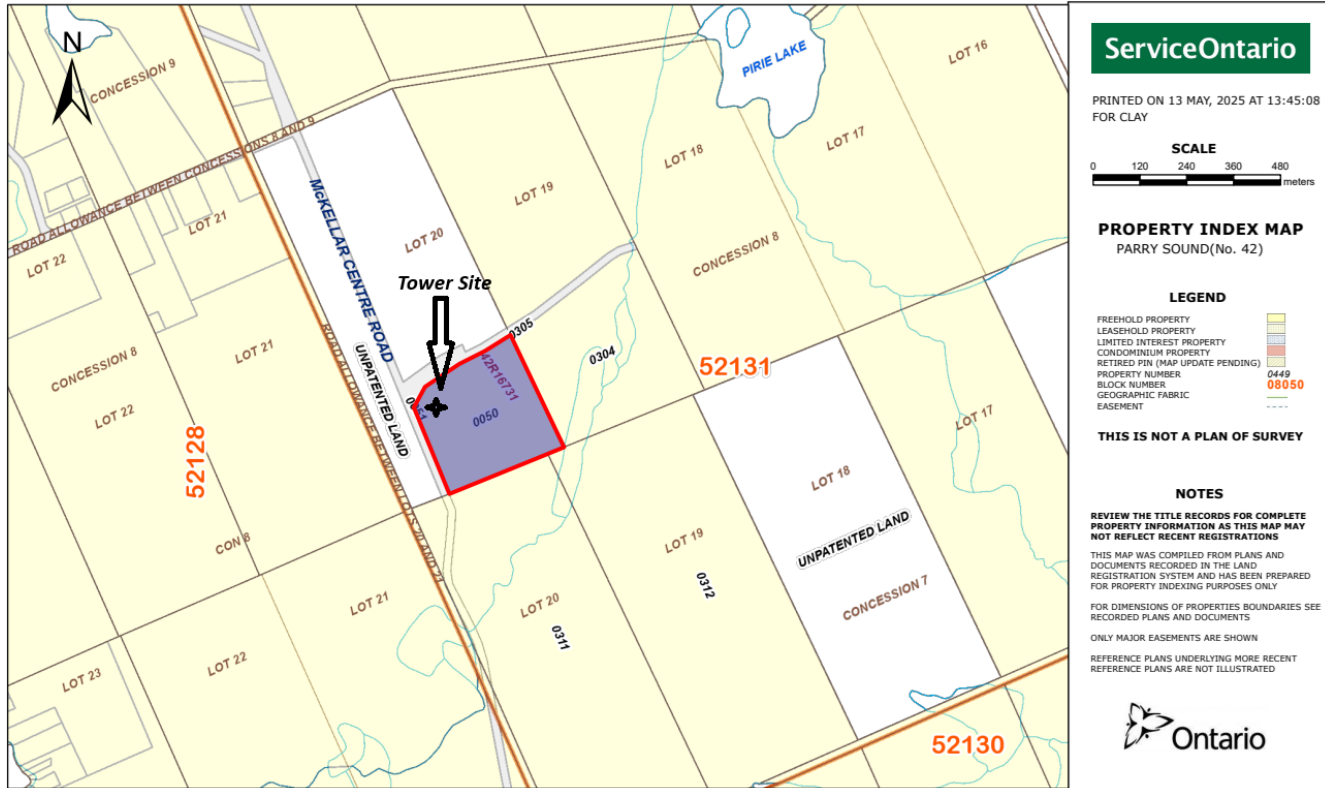
By: _____
Name: Darren Schankula
Title: Vice President of Corporate Operations

I have the authority to bind the corporation.

Witness: (to the signature of D. Schankula)

(Schedules "A" attached)

Property Map and Description



Note: Position of tower site on the subject property is approximate.

Tower Coordinates (approximate): Lat 45.490194 deg., Long. -79.864052 deg.

Civic Address of Property: 13 Lee's Road, McKellar

Property Identifier (PIN): 52131-0050 (LT)

Legal Description: PCL 28037 SEC SS; PT LT 20 CON 8 MCKELLAR PT 1, 42R16731; MCKELLAR

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2025-38

**Being a By-law to Adopt a Human Resources Policy
and Procedure**

WHEREAS Section 270 (1) of The Municipal Act 2001 as amended requires a municipality to adopt policies with respect to the hiring of its employees; and

WHEREAS the Council of the Corporation of the Township of McKellar deems it necessary and in the public interest to implement a Corporate Hiring Policy;

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

1. **THAT** the policy and procedures contained within Schedules 'A' and 'B' constitute this By-law.
2. **THAT** By-law 2004-24, including any amendments, are hereby repealed;
3. **THAT** this By-law shall come into force and take effect upon passage by Council.

READ a **FIRST** and **SECOND** time this 15th day of July, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 15th day of July, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

Schedule ‘A’ to By-law 2025-38

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
1. Policy	2
2. Definitions	2
3. Wages	3
4. Hours of Work	4
5. Benefits	6
6. Sick Leave	6
7. Vacations	6
8. Absences	8
9. Holidays	9
10. Employment/Contract Agreement	9
11. Hiring	9
12. Hiring of Relatives	10
13. Seniority	11
14. Severability	11
15. Training Courses	11
16. Remote Work	12
Schedule ‘B’	
Public Works Department Performance Review Form	13
Administration Department Performance Review & Employee Development Plan Form	16

1. Definitions

- (a) RELATIVE - means any person who is a spouse, child, sibling, niece, nephew, parent or grandparent of an employee, member of council or local board member or is related by marriage and includes in-laws, individuals who were previously married and are presently divorced, or whose relationship with the employee, councillor or local board member is similar to that of persons who are family members or are related by marriage.
- (b) EMPLOYER - means the Corporation of the Township of McKellar.
- (c) EMPLOYMENT STANDARDS ACT - means the Employment Standards Act, 2000, S.O. 2000, c.41, as amended from time to time. Employment Standards Act, 2000, S.O. 2000, c. 41 (ontario.ca)
- (d) BANKED TIME - Time off accrued in lieu of receiving overtime pay, calculated at a rate of 1.5 hours of banked time for every 1 hour of overtime worked.

2. Policy

- (a) The Township of McKellar is an equal opportunity employer and will not discriminate in the hiring process for reasons protected under the *Ontario Human Rights Code*, such as but not limited to age, sex, race, creed, colour, marital status, ethnic or national origin, ancestry, place of origin or place of residence, sexual preference, political or religious affiliation or disability as such terms may be defined in the *Ontario Human Rights Code*. [Human Rights Code, R.S.O. 1990, c. H.19 \(ontario.ca\)](#)
- (b) Employment decisions are based on an individual's qualifications and competencies focusing on skills, training and overall ability to perform the work. Persons with disabilities will be considered for employment on the basis of their capability for a particular position. Disabilities which do not interfere with performance shall not disqualify if they do not constitute a hazard to the Municipality or its employees.
- (c) The employees recognize and acknowledge that the management of the Employer and direction of the working forces are fixed exclusively in the Employer and, without restricting the generality of the foregoing, the employees acknowledge that it is the exclusive function of the Employer to:
 - (i) Maintain standards, order, discipline and efficiency;
 - (ii) Hire, assign, direct, promote, demote, classify, transfer, layoff, recall, contract out work and, for just cause, suspend, discharge or otherwise discipline employees;

- (iii) Determine the nature of business conducted by the Employer, the methods and techniques of work, the schedules of work, and the number of personnel to be employed;
 - (iv) Make studies of and to institute changes in jobs and job assignments;
 - (v) Make and enforce and alter from time to time rules and regulations to be observed by the employees, which will be provided to the employees five (5) work days in advance of the implementation.
- (d) In the exercise of employment duties, employees may acquire knowledge of the Township's operations, client lists, processes and other confidential information and documents which are the property of the Township and which it is entitled to protect. All employees must agree not to retain, reproduce, disclose, publish or use any confidential information related to the private or confidential affairs of the Township of McKellar either during their employment or after the employment ends, unless the employee is required to do so by law, in accordance with the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. F.31 (ontario.ca).

3. **Wages**

- (a) Employees engaged by the Corporation of the Township of McKellar shall be classified as follows:
 - (i) Permanent Full-Time Employee – an employee whose job status will be continued indefinitely, and works the hours of a regular work day or a regular work week set by the Council. Wages/Salary will be determined by Council and expressed in hourly, weekly or annual terms. These are to be reviewed annually and may be adjusted on the basis of inflation factors, seniority and/or merit.
 - (ii) Part-Time Employee – an employee employed casually, short term or temporarily (called into work by the Employer when their services are required), seasonally (an Employee who normally works no more than six [6] consecutive months), or on a regular basis (permanent) who works less than the hours defined in section 4(c) pertaining to their role. Wages/Salary will be determined by Council and expressed in hourly terms. These are to be reviewed annually and may be adjusted on the basis of inflation factors, seniority and/or merit.
 - (iii) Summer Student – an employee who is hired for a temporary, full-time position during the summer months, typically from April to September, while also being a student at a secondary or post-secondary educational institution. Their wage will be the based on the province's minimum wage, plus \$1.00 per hour.

Early Call In Notification: Employees will be notified of a 3:00 AM start time for an expected snow event no later than 7:00 PM the previous evening via phone call or text; or in the event of a unexpected winter event, employees will be called at 2:00 AM for a 3:00 AM start time.

(iii) Waste Disposal

Hours worked are to be the hours the Transfer Station is open, plus additional hours for opening and closing procedures, as required and authorized by the Public Works Superintendent, to a maximum of 4 additional hours per week. Hours are subject to change by resolution of Council, however this is done infrequently and adequate notice shall be provided to the attendant.

6-10 hrs./day inclusive of a (30) minute paid lunch.

From April 15th to September 15th the attendant is required to work statutory holidays, paid at 1.5x their regular wage. No day-in-lieu will be given.

If Remembrance Day (paid holiday, not statutory) falls on a day the Transfer Station is open, attendant is required to work that day, paid at 1.5x their regular wage. No day-in-lieu will be given.

- (d) “Overtime” is defined as any time in excess of an employee’s regular work week. All overtime must be approved by the employee’s supervisor prior to being worked. Overtime shall be calculated weekly for office, parks and transfer station employees at a rate of time and a half the regular rate for all hours exceeding 44 hours per week, and for the public works operations/roads crew at a rate of time and a half the regular rate for all hours exceeding 48 hours per week.
- (e) Compensation for overtime shall be given as time off at the discretion of Council.
- (f) Banked time must be used before sick leave or vacation time. Any unused banked time will expire at the end of the calendar year and cannot be carried over to the next year.
- (g) Any unused banked time will expire at the end of the calendar year, with the exception of up to one (1) week, which may be carried forward for use in the following year. Employees may also choose to have banked time paid out at year-end, up to a maximum of 80 hours.
- (h) On Call: Public Works (including parks; excluding transfer station and custodian) Employees will be paid \$25.00 per day on Saturdays and Sundays to be available on call between October 15th to April 15th during the winter control season.

5. Benefits

- (a) The following employee benefit plan shall be in effect as of October 1, 2019 for Permanent Full Time and Permanent Part Time Employees:
 - (i) Health & Wellness Benefits;
 - (ii) Long-term Disability, Life Insurance and Critical Life Insurance;
 - (iii) Enrollment in OMERS (Ontario Municipal Employees Retirement System);
 - (iv) Public Works employees and the Chief Building Official shall be entitled to a clothing/boot allowance of \$400.00 per year for Hi-Vis work clothing and CSA approved work boots.
- (b) Council may, by resolution, provide such other employee benefits as it sees fit.
- (c) Benefits start upon successful completion of the employee's probationary period.

6. Sick Leave

- (a) Sick leave credits apply to permanent full-time employees and will accumulate on the basis of one (1) day per month during each year of the employee's employment. Previously accumulated sick leave credits and accumulated continuous employment service shall be used in the calculation and implementation of this policy.
- (b) Employees must provide a doctor's certificate from the attending physician if absent for more than three (3) consecutive work days. Employees will be compensated for the cost of a doctor's note, with a receipt provided for reimbursement.
- (c) Sick leave credits may accumulate during the term of employment, less the number of days lost on account of illness. After a minimum of ten (10) years of continuous employment and upon termination of employment, an employee shall be entitled to twenty (20) percent of the unused portion of accumulated sick leave credits to a maximum of 120 days, rising two (2) percent for each additional full year of service to a maximum of fifty (50) percent divided by 120 multiplied by the annual salary at the time of employment termination. For the purpose of this policy, salary shall be calculated as the hourly rate times thirty-seven and one half/forty hours times fifty-two weeks.

7. Vacations

- (a) The vacation year will be deemed to run each year from January 1 to December 31.
- (b) A "vacation week" shall commence on a Monday and end on a Sunday, and all vacations shall mean a calendar week of seven days with five days pay at regular wage rate.

- (c) Vacations will be taken at a time which is mutually agreeable to both the employee and Council/Public Works Superintendent/Clerk-Administrator.
- (d) It is the intention that full-time employees shall have time off as vacation. Therefore, there shall be no option to provide payment in lieu of actual vacation time off, except in cases of termination settlement.
- (e) Except in case of emergency, no employees shall be required to work during their scheduled vacation.
- (f) Vacation accrual based on years of service will be applied and become available on the employee's anniversary date. Annual vacation earned shall be taken within the current year, unless otherwise authorized by resolution of Council.
- (g) An employee terminating his/her employment at any time in a year who has vacation time accrued shall be entitled to payment on a percentage basis according to the Employments Standard Act.
 - (i) All permanent full-time employees shall receive an annual vacation with pay during the vacation year in accordance with credited service as of the anniversary date of hire as follows:
 - (ii) Vacation time accrues during the probationary period. Employees may begin using vacation time once their probation has been successfully completed and sufficient vacation has accrued.
 - (ii) Within the first anniversary year of employment, the employee shall earn a maximum of ten (10) days per year. Thereafter, following the completion of:
 - Five (5) years of service – (15) working days.
 - Nine (9) years of service – (20) working days.
 - Thirteen (13) years of service – (22) working days.
 - Seventeen (17) years of service – 25 working days.
 - Twenty (20) years of service – (30) working days.
- (h) Each Public Works employee shall give four weeks notice to the Public Works Superintendent prior to taking his/her annual vacation or part thereof. The Public Works Superintendent shall notify Council of same.
- (i) Part-time (casual, seasonal, temporary) employees are eligible to receive four percent (4%) vacation pay in lieu of vacation time, in accordance with the *Employment Standards Act*.

8. **Absences**

- (a) Any authorized leave of absence does not cause a break in an employee's service with the municipality.
- (b) Office staff who will be absent must notify the Clerk/Administrator, preferably prior to the absence, but, in the case of an emergency, at the time of the absence. The Clerk Administrator must notify the Mayor if absent or plans to be absent from the office for whatever reason. Public Works staff who will be absent must notify the Public Works Superintendent who in turn will notify the Mayor in a timely manner.
- (c) The Council may, in its discretion, grant a leave of absence with or without pay and for a period not exceeding five (5) consecutive days to any employee for personal reasons. The employee shall use all banked, vacation and sick time to cover the with pay option.
- (d) A paid bereavement leave of up to five (5) days may be granted to any employee for the purpose of making arrangements for and/or attending the funeral of a member of his/her immediate family. The immediate family shall consist of the employee's spouse (including common-law), son, daughter, mother, father, brother, sister, grandparent, mother-in-law, father-in-law.
- (e) Up to three (3) day paid bereavement leave may be allowed for the death of the following relatives not covered in (d) above: niece, nephew, sister-in-law, brother in-law, aunt, uncle, first cousin or grandparent-in-law.
- (f) A paid leave of absence will be granted to any employee who serves or attends as a juror or witness in any Court of Law provided the employee is not a party to the proceedings and remits to the municipality any fees received for such service or attendance.
- (g) Maternity and parental leave shall be granted in accordance with the terms set out in the *Employment Standards Act*, 2000, S.O. 2000, as amended from time to time.
 - (i) When an employee is granted pregnancy/parental leave the Employer shall continue to carry the health and wellness benefits of the employee.
- (h) An employee shall be entitled to leave of absence with pay and without loss of seniority and benefits to write examinations to upgrade his/her employment qualifications where specifically approved by the Employer.
- (i) An employee injured in the course of duty will have their compensation received from the Workplace Safety and Insurance Board (WSIB) supplemented from his sick leave credits so that he will receive full wages until such time as his sick leave, banked time and vacation time credits are exhausted, the employee is eligible for long term disability or their employment terminates.

- (j) Termination of employment shall be exercised in accordance with the terms set out in the *Employment Standards Act*, 2000, S.O. 2000, as amended from time to time.

9. Holidays

- (a) Paid holidays each year are: New Year's Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day, Boxing Day, Family Day.
- (b) Section (a) will apply to full-time, part-time, and student employees who have worked their regularly scheduled days of work before and after the public holiday, as per the ESA.
- (c) Remuneration for hours worked on a Public Holiday shall be calculated in accordance with the Employment Standards Act.
- (d) When a specified holiday falls during the vacation period of an employee, one additional day shall be granted at a time convenient to the Council and the employee.
- (e) Where an employee works (except for the transfer station attendant) on a public holiday, Council may, with the agreement of the employee, substitute another working day for the public holiday which day shall not be later than ninety (90) days from the public holiday, and the day so substituted shall be deemed to be the public holiday.
- (f) The provisions of the Employment Standards Act shall govern in all circumstances.

10. Employment Contract/Agreement

- (a) In the case of employees who are hired under the terms of an employment contract or agreement, the terms of the employment contract or agreement shall govern, although it is the Employer's right to present any new employment contract or agreement for the employee to negotiate.

11. Hiring

The Township of McKellar follows a structured recruitment and hiring process to ensure fairness and transparency. The hiring process may include the following steps:

- (a) Job Posting - All vacancies will be advertised internally and externally, as a minimum, internally within the Corporation, or externally on the Township website allowing at least ten (10) days for reply by prospective candidates. The posting will outline job duties, qualifications, salary/ wage range, and application deadlines.
- (b) Application Review - Applications will be reviewed by Council, with input from senior staff, and a decision based on qualifications, experience, and alignment with the Township's needs may be made.

- (c) Interview Process - Shortlisted candidates will be determined by Council and may be invited for an interview conducted by Council and the vacancies' immediate supervisor. The Clerk/Administrator will notify all interviewed applicants by telephone or email with regards to being selected for the position or not.
- (d) Reference & Background Checks - Reference checks will be conducted before making an offer, with previous employers contacted and current employers only if authorized by the candidate.

The successful applicant must submit a criminal record check to the Clerk/Administrator. Any costs incurred for the check will be reimbursed upon submission of the record check. The candidate may begin the position before the Township receives the results, at the discretion of Council. If the role involves working with vulnerable individuals, including children, seniors, or persons with disabilities, Council may require a vulnerable sector check with costs reimbursed by the Township.

- (e) Offer of Employment - A formal job offer, including salary and benefits, will be extended to the successful candidate from the Clerk/Administrator.
- (f) Onboarding & Orientation - New employees will receive a structured orientation program, including workplace policies, safety training, and job expectations, prior to starting work.
- (g) For special projects, the Public Works Superintendent and/or the Clerk Administrator may hire casual or short term temporary help for a maximum of two weeks provided notification is given to Council.
- (h) All new employees, dependent upon the length of employment, are subject to a six (6) month probation period which may be extended or reduced at the sole discretion of Council. The Township may terminate employment at any time during the probationary period without notice, pay in lieu of notice or severance of any kind, subject only to any entitlement that may be required by the *Employment Standards Act*, 2000, S.O. 2000, as amended from time to time.

12. **Hiring of Relatives**

- (a) No employee, member of Council or local board member will participate in the hiring of; discipline of; or discussion of an employee; and/or in the voting on any issues directly related to an employee to whom he or she is a relative.
- (b) It is the responsibility of the employee, member of Council or local board member to declare, in advance, a possible conflict in the case where an individual being considered for a position, is a relative.
- (c) No employee, member of Council or local board member may be in a position responsible for the handling of confidential material related to the performance or evaluation of an immediate relative.
- (d) An employee cannot be hired to a position that would result in a direct reporting relationship between relatives (as defined in the definitions section of this By-law).

In instances where a conflict or the potential for a conflict arises, even where no supervisory relationship exists, the parties may be separated by reassignment.

13. Seniority

- (a) “Seniority” shall mean the length of service, continuous or broken, an employee has been employed by the municipality.
- (b) Seniority shall be retained but not accumulated when an employee is granted a leave of absence by Council not exceeding six (6) months.
- (c) All employees will serve a probationary period of six (6) months, unless Council by resolution determines otherwise for valid reasons. Appointment to regular staff and the seniority list will be conditional upon reports by Department supervisors of satisfactory service which will be kept on file at the office.

14. Severability

Should any section, subsection, clause, paragraph or provision of this By-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this By-law as a whole or any part thereof, other than the provisions so declared to be invalid.

15. Training Courses

- (a) The employer will make training available for employees for the purpose of acquiring new skills that the Employer determines to be necessary for the position or to gain knowledge/training for other positions within the Municipality.
- (b) Employees will complete an (optional) Employee Development Profile (Schedule “B” to By-law 2025-XX) by December 31st of each year to identify training opportunities. The Employee Development Profile will be updated in January of each year so it may be included in the current year’s draft operating budget for Council’s approval.
- (c) Council approved training included in the annual budget will be paid (100%) by the Employer. If the employee is terminated or is no longer employed by the Municipality, the Employer may invoice the person up to three (3) years for training courses paid by the Municipality up to a limit of \$1,500.00.
 - (i) Correspondence Training for Professional Development
This training is conducted online, not during working hours and employees are not compensated for their training hours.
 - (ii) Training to Maintain Professional Accreditation
This training is provided as a requirement of the employee’s current position on Township Property, working from home (if approved by Supervisor) or away at a Training Facility. Applicable costs include, mileage, hotel and accommodations (if required). Employees are compensated for their training hours.

- (iii) Cross Training
This training is completed during working hours and facilitated by staff, as time allows. If an employee is receiving training for a position that is of a higher pay grade, the employee will receive remuneration at the rate of their current position during training hours. If the employee accepts the interim role and is at a higher level, the employer shall pay the employee a salary appropriate to that level position for the duration of the assignment.

16. Remote Work

- (a) The following positions are eligible to work remotely:
 - (i) Clerk/Administrator
 - (ii) Treasurer
 - (iii) Chief Building Official
 - (iv) Deputy Clerk
 - (v) Fire Chief
 - (vi) Market Manager
- (b) The employee working remotely may request their immediate supervisor of their intent and of the reason for the remote work. Each department will make its own work decisions and be responsible for measuring the success of the results.
- (c) The Township shall supply equipment for the above-mentioned positions to perform remote work. The equipment shall remain property of the Township and shall be returned upon request or upon departure of the employee. Employees must understand that the Municipality can access the Township owned equipment, or ask for its return at any time.
- (d) For security reasons, remote work shall not be conducted in public places or through public wifi connections. Employees accessing the Township's servers while working remotely must have security measures, such as a VPN, installed by the Township's IT Coordinator/Consultant on their laptop before beginning remote work. The employee that is working remotely will be conducting such work in a room where there are no other persons. This is to ensure that any confidential information is protected.
- (e) During confidential phone calls or online meetings, children may be within earshot provided they do not disrupt the conversation. However, if the content of the discussion is sensitive and children are old enough to understand and potentially share the information, they must be in a separate room to ensure confidentiality is maintained.
- (f) By way of Direction from Council, Council may revoke working from home privileges if work is not being completed or time is not being used in an efficient manner, as recommended by the Employee's supervisor.



Schedule 'B' to By-law 2025-38

Performance Review

Township of McKellar – Public Works Department

Date of Review: _____ Review Period: _____
Employee Name: _____ Supervisor: _____
Job Title: _____

Job Knowledge & Technical Skills

1. Demonstrates understanding of job duties, equipment, and safety procedures.
2. Uses tools and equipment correctly and efficiently.

_____ Excellent _____ Good _____ Fair _____ Poor

Supervisor comments: *[insert comments here]*.

Work Quality & Efficiency

3. Completes tasks accurately and in a timely manner.
4. Follows Municipal standards and procedures.
5. Demonstrates attention to detail.

_____ Excellent _____ Good _____ Fair _____ Poor

Supervisor comments: *[insert comments here]*.

Safety & Compliance

6. Adheres to workplace health and safety policies.
7. Wears required PPE and follows proper protocols.
8. Reports hazards and incident appropriately.

_____ Excellent _____ Good _____ Fair _____ Poor

Supervisor comments: *[insert comments here]*.

Teamwork & Communication

9. Works effectively with colleagues and supervisors.

10. Communicates clearly and professionally.

11. Willing to assist crew when needed.

_____ Excellent _____ Good _____ Fair _____ Poor

Supervisor comments: *[insert comments here]*.

Attendance and Dependability

12. Reports to work on time and is reliable.

13. Notifies supervisor of absences appropriately.

14. Takes responsibility for assigned duties.

_____ Excellent _____ Good _____ Fair _____ Poor

Supervisor comments: *[insert comments here]*.

Areas for Improvement & Goals for Next Review Period

- Identify strengths and areas for improvement.
- Set specific goals for skill development and performance enhancement.

Supervisor comments:

[insert comments here].

Employee Comments:

Please use this section to inform the Township on how to better your work environment, where you see yourself in the next 5 years and if there is any training you would be interested in pursuing.

Final Review & Acknowledgement

I acknowledge that this review has been discussed with me. My signature does not necessarily indicate agreement but confirms I have received and reviewed this evaluation.

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

For Office Use Only:

Reviewed By: _____

Date: _____

Next Review Period: _____



Performance Review & Employee Development Plan

Township of McKellar – Administration Department

Date of Review: _____ Review Period: _____

Employee Name: _____ Supervisor: _____

Job Title: _____

CAREER AND/OR ACADEMIC GOALS

GOALS	ACTION STEPS	TIMEFRAME

PERFORMANCE EVALUATION (SELF ASSESSMENT)

Performance Measurement	Excellent	Very Good	Achieves Expectations	Needs Improvement
Verbal Communication				
Written Communication				
Quality of Work				
Organization				
Team Skills				
Multitasking Abilities				
Professionalism				
Time and Attendance				

PERFORMANCE LIMITING FACTORS

Factors	Very Limiting	Somewhat Limiting	Neither	Not a Limiting Factor
Workload				
Work/Life Balance Culture				
Employee Communications				
Technology				
Training/Education				
Other:				
Other:				
Other:				

What is your biggest achievement(s) this year?

What has been the most challenging aspect of your work this past year and why?

What skills do you have that you believe we could use more effectively?

What are the ideal working conditions to be the most productive?

What do you like the most about your current position?

Areas for Improvement & Goals for Next Review Period

- Identify strengths and areas for improvement.
- Set specific goals for skill development and performance enhancement.

Supervisor comments:

[insert comments here].

Employee Comments:

Please use this section to inform the Township on how to better your work environment, where you see yourself in the next 5 years and if there is any training you would be interested in pursuing.

Final Review & Acknowledgement

I acknowledge that this review has been discussed with me. My signature does not necessarily indicate agreement but confirms I have received and reviewed this evaluation.

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

For Office Use Only:

Reviewed By: _____

Date: _____

Next Review Period: _____

CORPORATION OF THE TOWNSHIP OF MCKELLAR
BY-LAW NO. 2025-39

Being a By-law to Amend By-law 2024-08 Being a By-law to Adopt an Accessibility Plan (Amended)

WHEREAS the Ontario Integrated Accessibility Standards Regulation (hereinafter referred to as the IASR) established under the *Accessibility for Ontarians Act, 2005*, provides requirements for businesses in Ontario in order that they may be fully accessible by 2025; and

WHEREAS the IASR requires that municipalities create accessibility policies and multi-year plans to help municipalities achieve Ontario’s accessibility goals;

WHEREAS the Ministry for Seniors and Accessibility has recommended the inclusion of specific language in the Township’s Accessibility Plan/Policy;

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

1. **THAT** the Township of McKellar Multi-Year Accessibility Plan 2024–2028 be amended under the *Customer Service Standard* section to include the following:
 - “Continue to consult with the person making the request in determining the suitability of an accessible format or communication support.”; and
2. **THAT** the staff contact information for accessibility-related inquiries be updated in the conclusion of the Plan/Policy.

READ a FIRST and SECOND time this 15th day of July, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

READ a THIRD time and **PASSED** in **OPEN COUNCIL** this 15th day of July, 2025.

David Moore, Mayor

Karlee Britton, Clerk/Administrator

2024-2028 Multi-Year Accessibility Plan

Introduction

It is known that everyone is likely to be affected by disability at one point in their lives – whether personally or indirectly through the experiences of family, friends or co-workers. Better access helps everyone. It improves the quality of life for our entire community.

This 2024-2028 Accessibility Plan outlines the strategies and actions to be implemented in order to improve access and opportunities for people of all abilities, and help Ontario become an accessible province for all.

Accessibility Requirements

Ontario Human Rights Code

The Ontario Human Rights Code (OHRC) ensures that all individuals have access to equal opportunities and rights. It prevents discrimination and unequal treatment against persons with disabilities.

Ontarians with Disabilities Act

The Ontarians with Disabilities Act (ODA) received Royal Assent on December 14, 2001. The purpose of the ODA is to improve the quality of life and experiences of person with disabilities by identifying, preventing, and removing any barriers that may limit opportunities for individuals with disabilities to fully participate in society. The ODA requires all municipalities to prepare annual accessibility plans, which outline their commitment for accessible communities.

Accessibility for Ontarians with Disabilities Act

The Accessibility for Ontarians with Disabilities Act (AODA) became law on June 13th, 2005. The AODA advances the goals of the ODA by requiring public, private and non-profit organizations to identify, remove and prevent barriers to accessibility in order to make the Province of Ontario fully accessible for all persons with disabilities by 2025. The AODA represents collaboration between various representatives of the private and public sectors and person with disabilities to develop accessibility standards. The AODA creates mandatory accessibility standards that will identify, prevent and remove barriers for persons with disabilities in key areas of daily living.

Integrated Accessibility Standards (O.Reg. 191/11)

The Integrated Accessibility Standards Regulation (IASR) has identified key area for the development of common accessibility standards that are intended to ensure all sectors and organizations can provide fully accessible services and environments for Ontarians. The goal of these standards is to facilitate the full participation of persons with disabilities in society.

The standards are:

- Customer Service Standard
- Information and Communication Standard
- Employment Standard
- Design of Public Spaces Standard
- Transportation Standard

2024-2028 Multi-Year Accessibility Plan

Township of McKellar – Statement of Commitment

The Township of McKellar is committed to ensuring equal access and participation for people with disabilities. We are committed to treating all people in a way that allows them to maintain their dignity and independence.

We believe in integration, and we are committed to meeting the needs of people with disabilities in a timely manner. We will achieve the above by removing and preventing barriers to accessibility and meeting our accessibility requirements under the AODA and Ontario's accessibility laws.

The Township of McKellar is committed to providing our customers and clients with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary.

The Township of McKellar will provide training to employees, volunteers and other staff members on Ontario's Accessibility laws and on the Human Rights Code as it relates to people with disabilities. Training will be provided in a way that best suits the duties of the employees, volunteers and other staff members.

Barrier Identification

The goal of the Multi-Year Accessibility Plan is to prevent, identify and remove barriers or obstacles that limit or prevent people with disabilities from engaging in day-to-day activities that are taken for granted by people without disabilities.

A barrier may be defined as anything that inhibits or prevents a person with a disability from full participation in all aspects of society due to his or her disability.

There are several types of barriers to be considered:

- **Environmental Barriers:** features, buildings or spaces that restrict or impede physical access.
- **Communications Barriers:** obstacles that restrict or impede the processing, transmission and interpretation of information.
- **Attitudinal Barriers:** prejudgments or assumptions that directly discriminate against a person with a disability.
- **Technological Barriers:** when technology cannot be or is not modified to support various assistive devices and or software.
- **Systemic Barriers:** policies, practices and procedures within an organization that do not take accessibility into consideration.

Past Achievements

- Audio Visual System in the Community Centre with closed captioning and hearing devices
- Upgraded audio visual system in Council chambers to include closed captioning and improved audio
- Redesigned Reception area to accommodate wheel chair access.

2024-2028 Multi-Year Accessibility Plan

Accessibility Initiatives and Priorities 2024-2028

The Township of McKellar is committed to a high standard of accessibility for residents and visitors. Our primary focus is to ensure that we are meeting the requirements of AODA and the ISAR. This multi-year plan represents the Township's response to the requirements of the legislation and our commitment to providing public service in an accessible manner.

General

- Ensure that the Township is compliant with Provincial Accessibility Legislation. Township staff will continue to monitor and follow amendments to accessibility legislation and report to Council as necessary.
- Complete compliance reports for the Province as required.
- Accessibility Plan Status Report – Township Staff will report to Council annually on the status of this Multi-Year Accessibility Plan.

Customer Service Standard

This standard helps remove barriers for people with disabilities so they can access good, services or facilities, with the same high quality and timeliness as others.

- Continue to incorporate accessibility and the needs of people with disabilities when procuring or acquiring goods, services and facilities.
- Continue to consult with the person making the request in determining the suitability of an accessible format or communication support.
- Continue to provide and maintain records of relevant training for staff, Council and Township volunteers on the requirements of the AODA, IASR and OHRC.
- Provide feedback and complaint process in an alternate format, upon request. Provide an electronic option compliant with WCAG 2.0 to provide feedback on accessibility within the Township.
- Provide notice of any temporary disruptions to accessible features/facilities.
- Permit support persons and service animals in Township facilities, unless prohibited by law.
- Provide accessible Elections. Plan for the identification, removal and prevention of barriers that affect electors and candidates during Municipal Elections – for 2026 Election.
- Staff will formalize a training policy for new employees that includes accessibility training.

Information and Communication Standard

These standards ensure that all communication and information distributed by the Township of McKellar is accessible to persons of all abilities.

- Continue to implement best practices for creating accessible documents and continue to create web-ready, accessible documents for public use.
- Continue to respond to feedback with respect to accessibility through accessible feedback processes.
- Continue to ensure website accessibility for persons with disabilities. Ensure the website meets WCAG2.0 Level AA Standards, and will be updated to continue meeting accessibility requirements, as needed.
- Provide public emergency information in an accessible format upon request, and strive to create any new public safety information in accessible document formats.

2024-2028 Multi-Year Accessibility Plan

Employment Standards

These standards provide fair and accessible employment practices during the recruitment process and throughout the duration of employment at the Township of McKellar.

Continue to ensure that recruitment, hiring, promotion and retention processes are inclusive and accommodating.

Continue to develop, document and maintain individual accommodations plans for employees with disabilities.

Design of Public Spaces Standards

These standards address accessibility planning in a range of public spaces, including wilderness trail/beach access routes, outdoor public eating areas, play spaces, accessible parking, exterior paths of travel including sidewalks, service counters, fixed queuing lines, waiting areas and the emergency and preventative maintenance of accessible elements in public spaces. These standards only apply to new construction or the redevelopment of existing public spaces and buildings.

- Continue to incorporate public consultations into existing processes wherever possible.
- Acquire updated Accessibility Assessments of municipal buildings.
- Identify and plan for the removal of barriers in Township owned spaces, when possible.
- Adhere to accessibility regulations when designing, implementing, or re-developing spaces.
- Incorporate accessible features and designs in accordance with AODA and Ontario Building Code regulations on any current or future construction of, or renovation/expansion to municipally owned buildings and facilities.
- Ensure the accessibility of new and redeveloped play spaces, such as including an area with equipment to enhance play opportunities and experiences for children and caregivers of all abilities.
- Ensure best practices in the preventative maintenance of accessible elements of existing public spaces, with periodic checks, such as annual inspections, or more frequently if needed as part of any reports of vandalism or complaints.
- Ensure the best practices in the emergency maintenance of accessible elements when notified.
- Identify and plan for temporary disruptions when accessible elements required are not in working order. Procedures for when disruptions occur that will impact the accessibility of goods, services or facilities provided by the Township will involve notice being given to the public indicating:
 1. Description of the service disruption
 2. Reason for the disruption
 3. Anticipated duration of the disruption
 4. Alternate routes, facilities or services, if any, that are available
 5. Contact information
- Notice will be given by posting the information at public entry points, key locations around the service disruption, posted on the Township website and Facebook, the electronic signboard, or any other method that is reasonable.

Transportation Standards

The Township of McKellar does not currently provide conventional transportation services (bus, taxi-cab services, etc.). Therefore this section of the IASR does not apply.

2024-2028 Multi-Year Accessibility Plan

Procurement Standards

The Township of McKellar is committed to accessible procurement processes. Staff will review and update the procurement policy in 2024, and will ensure that accessibility guidelines are included in the updated policy and in all future procurement activities, where possible

Communication of the Plan

The Municipal Accessibility Plan will be available upon request at the Administration Building, on the Township website at <https://www.mckellar.ca/en/township-services/accessibility.aspx>. Standard and accessible formats of this document are free on request from:

McKellar Township Office
701 Highway 124
McKellar, ON P0G 1C0
705-389-2842

Conclusion

The Township of McKellar has adopted policies and practices that aim to ensure accessibility for all persons with a disability. Accessibility considerations should always be at the forefront of Municipal planning and the continued development of best business practices, whether it be through improvements to by-laws, policies, work procedures, facilities, services, or programs.

The Township of McKellar will continue its commitment to the removal of accessibility barriers and to the improvement of overall accessibility in the community. The Multi-Year Accessibility Plan will be updated again in 2027/2028 for another five-year period, as per the AODA and IASR Regulation.

Members of the public are encouraged to provide comments on the Township of McKellar's Multi-Year Accessibility Plan, the Multi-Year Accessibility Plan Status Report and any other accessibility related matter. To provide feedback, please visit the Township's website or contact:

Karlee Britton, Clerk/Administrator
Email: clerk@mckellar.ca
Phone: 705-389-2842 Ext. 4

or

Mary Smith, Deputy Clerk
Email: deputyclerk@mckellar.ca
Phone: 705-389-2842 Ext.5



22. Unfinished Business

Date	Res. No.	Item & Description	Assigned to	Status
		Deerfield-Bay Road Upgrades	Public Works & Administration	No response from the Association, project on hold.
		Stoney Road, Dockside Drive and Bruce Trail (Fire Route 152, 152A, 152B) Road Upgrades	Public Works & Administration	Road studies completed. Project on hold so that the Association can inform their residents of the project; future information meeting to be held.
		Moffat Road Upgrades	Public Works & Administration	Road study completed.
		Hurdville Road Reconstruction & Asphalt Paving	Public Works & Administration & Finance	Tenders close on June 24, 2025. Engineer working on a recommendation for awarding.
Mar. 7/23	23-204	By-law 2023-23 Being a By-law to Regulate Dogs in the Township	By-law Enforcement	By-law deferred at Dec. 19/23 meeting. BLEO to make updates and present to Council at a future meeting.
Jul. 4/23	23-470	Re-name Hart Road (formerly Fire Route 306)	Administration	Residents on road have been contacted; they are coming up with another name.
Jan. 9/24	24-013	Purchase and Circulation of Transfer Station Permits	Administration	Cards will be circulated with the final tax bill in July.
Jan. 9/24	24-017	By-law 2024-03 Adopt a Human Resources Policy	Administration	Comments received by staff and are being reviewed by Council on July 2 nd closed agenda.
Feb. 7/24	24-080	By-law 2024-15 Being a By-law to Amend the Parking By-law (with respect to fees)	By-law Enforcement	Report to Council with area Municipality fees.
Mar. 1/24	24-107 25-194	Quotations for Playground Equipment for Broadbent Ball Park	Administration	Staff looking into other play equipment options after feedback from area parents. Staff continuing to search for grant funding.
Mar. 19/24	24-160	New Fees & Charges By-law	Administration & Finance	By-law being presented to Council for adoption on July 15th .
Sept. 3/24		Review Cemetery By-law	Administration	The By-law has been submitted to the BAO for review. Notices are being circulated as per legislation. Review could take up to 6 months. BAO comments will be presented to Council and By-law can be passed.
Mar. 4/25		Add to greeting message that calls are recorded	Administration	Current phones do not have this capability. Staff looking into other options.
May 6 /25		Sever Township Property on Dockside Drive to create 5 new non-waterfront lots	Administration	The Clerk has contacted Planscape for an opinion and has requested a quotation from a surveyor and solicitor for the property surveying and transfers.
June 17/25	25-269	Transfer Site Agreement with Nipissing-Parry Sound Student Transportation Services	Administration	The consortium has withdrawn its request after speaking further with Bell Transportation.
July 2/25	25-290	St. Stephen's Church Roof Painting and fastener repairs	Administration	Staff is to contact the internal resource to see if they have insurance, or contact our insurance company to see if they are covered while working on the roof of St. Stephen's Church



22. Unfinished Business

July 2/25		Dun-Ahmic Snowriders – MOU	Administration	Dun-Ahmic group to update the MOU form and bring it back to the Council for approval and signing
July 2/25		Insurance Coverage on Municipal Bridges	Administration/Treasury	More detailed information is required, including exact amounts covered and precise costs for insuring the municipal bridges



AMO Watchfile



June 26, 2025

In This Issue:

- Rural Ontario Development Program opens for applications.
- Provincial consultations on Electricity Transmission Planning.
- Nominations open for Medal of Distinction in Public Administration.
- Gen Z Potential in the Municipal Workplace webinar - Today, June 26, 11 am-12 noon.
- Ontario's premier municipal event - AMO 2025 Conference - Register today.
- Check out AMO's pre-conference workshop line up!
- AMO Guide to Delegation Meetings: Be prepared for your ministerial delegations.
- AMO Trade and Tariff Forum - October 24.
- Blog: Prepare Your Home for Vacation.
- BPS Energy Reporting: Final countdown.
- Streetscan is now CityLogix.
- DUC's naturalized stormwater and habitat solutions for municipalities.
- Elected officials encouraged to attend LTC Engagement Day.
- Roundtable on Municipal Support Confirmations for Energy Projects.
- Pembina Institute Guide on Assessing Energy Projects.
- Warrior Health Digital Portal and Grant application open.
- OurCare survey open until July 9.
- Careers.

Provincial Matters

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

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

Nominations are open for the Lieutenant Governor's Medal of Distinction in Public Administration, Ontario's highest honour for public service. [Nominate a colleague](#) from your municipality by June 27.

Education Opportunities

Join AMO and featured panelist business development officer, University of Toronto Scarborough, Madhur Kishore for this insightful webinar to equip municipal leaders with the tools and strategies needed to effectively engage, motivate, and retain Gen Z talent. [Register for this free June 26 webinar here](#).

AMO's 2025 Annual Conference is back in Ottawa. In this unprecedented time, coming together with municipal, provincial and key sector partners is more important than ever. [Register for AMO 2025](#) and [book your accommodations today](#).

AMO strives to provide a full spectrum of learning and engagement at our annual event. This year's [pre-conference sessions](#) include discussion and insights on infrastructure planning, understanding the threat landscape to municipal leaders and the importance of collaboration across orders of government, emergency preparedness, and municipal revenue generation through sponsorship programs.

AMO's [Guide to Delegation Meetings](#) outlines best practices to help AMO members get the most out of your delegation meetings. You will find advice on the full delegation process, from submitting your request for a delegation, preparing, participating and following-up after your successful meeting.

AMO is holding a forum for its members, key stakeholders and partners to provide a reliable assessment of tariff and trade disruptions and their impact on Ontario municipalities and business sector. Forum discussion and content will include identifying measures to address and mitigate these impacts. This future facing event is an opportunity to build new alliances and relationships across impacted sectors in support of strong and effective economic advocacy. [Register here](#).

LAS

Worried about the security of your home and belongings while on vacation? Our home and auto insurance provider, Cowan Insurance, [explores how to achieve peace of mind](#) while you're away.

Deadline is less than a week away! Municipalities [must report](#) their 2024 energy consumption by July 1 under [O.Reg 25/23](#). Contact bpssupport@ontario.ca for more information. If you are an [EPT subscriber](#), this information can be easily downloaded from our software and uploaded to the portal. If you also use our [natural gas](#) or [electricity](#) programs, this data has been automatically imported into EPT - no data entry required.

Out program partner for [Road & Sidewalk Assessments](#) and [Asset Management & Work Order Software](#) has rebranded from Streetscan to Citylogix. [Check out their new website](#) to see how they can help your municipality operate more efficiently, and [contact Tanner](#) to get started.

Municipal Wire*

Ducks Unlimited Canada's Conservation PRO team [has resources available for municipalities](#) to turn stormwater facilities into natural assets and provides habitat restoration services on land and water.

The [Ontario Long Term Care Association's LTC Community Engagement Day](#) is on September 12, 2025. This annual event invites elected officials to visit long-term care homes in their communities. Contact info@oltca.com to learn more.

Join the Pembina Institute's virtual roundtable on July 7 from 12-1 pm to discuss best practices for assessing energy development proposals and granting Municipal Support Confirmations. [To participate, please register online](#).

The Pembina Institute has released the first installment of its [Power Playbook](#) series which supports Ontario municipalities in navigating the IESO's ongoing long-term electricity procurements and assessing energy development proposals.

The [Warrior Health](#) program to provide supports for public safety personnel is now open! Public Safety Organizations can also [apply for grants](#) to support fee-for-service programs until June 27.

OurCare is undertaking [a survey](#) to understand people's experiences of primary care. The survey is open until July 9 and elected officials are encouraged to share with their residents.

Careers

[Director, Government Relations - County of Bruce](#). Closing Date: July 11, 2025.

[Strategic Initiatives & Engagement Manager - County of Bruce](#). Closing Date: July 11, 2025.

[City Manager - City of Cambridge](#). Closing Date: July 27, 2025.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

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

[ONE Investment](#)

[Media Inquiries](#)

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





AMO Watchfile



July 03, 2025

In This Issue:

- Rural Ontario Development Program opens for applications.
- Provincial consultations on Electricity Transmission Planning.
- Ontario's premier municipal event - AMO 2025 Conference - Register today.
- Check out AMO's pre-conference workshop line up!
- AMO Guide to Delegation Meetings: Be prepared for your ministerial delegations.
- AMO Trade and Tariff Forum - October 24.
- Upgrades needed: Federal deadline for PCB light ballasts.
- Roundtable on Municipal Support Confirmations for Energy Projects.
- OurCare survey open until July 9.
- Feedback Requested – Survey on Gender-Based Violence prevention resource.
- Long Term Care Community Engagement Day Event.
- Careers.

Provincial Matters

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

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

Education Opportunities

AMO's 2025 Annual Conference is back in Ottawa. In this unprecedented time, coming together with municipal, provincial and key sector partners is more important than ever. [Register for AMO 2025](#) and [book your accommodations today](#).

AMO strives to provide a full spectrum of learning and engagement at our annual event. This years' [pre-conference sessions](#) include discussion and insights on infrastructure planning, understanding the threat landscape to municipal leaders and the importance of collaboration across orders of government, emergency preparedness, and municipal revenue generation through sponsorship programs.

AMO's [Guide to Delegation Meetings](#) outlines best practices to help AMO members get the most out of your delegation meetings. You will find advice on the full delegation process, from submitting your request for a delegation, preparing, participating and following-up after your successful meeting.

AMO is holding a forum for its members, key stakeholders and partners to provide a reliable assessment of tariff and trade disruptions and their impact on Ontario municipalities and business sector. Forum discussion and content will include identifying measures to address and mitigate these impacts. This future facing event is an opportunity to build new alliances and relationships across

impacted sectors in support of strong and effective economic advocacy. [Register here](#).

LAS

The [Canadian Environmental Protection Act](#) prohibiting the continued use of PCB-containing lighting ballasts comes into effect December 31, 2025. Take advantage of [LAS' Facility Lighting Service](#) for an LED upgrade solution to keep your municipality compliant. Don't wait - [contact Christian](#) to get started.

Municipal Wire*

Join the Pembina Institute's virtual roundtable on July 7 from 12-1 pm to discuss best practices for assessing energy development proposals and granting Municipal Support Confirmations. [To participate, please register online](#).

OurCare is undertaking [a survey](#) to understand people's experiences of primary care. The survey is open until July 9 and elected officials are encouraged to share with their residents.

Municipalities are invited to provide feedback on a research report for [An Equity-Focused Population Health Approach to Gender-based Violence Prevention](#). Their survey closes Friday, July 4. Contact lia.depauw@kflaph.ca with questions.

The [Ontario Long Term Care Association's LTC Community Engagement Day](#) is on September 12, 2025. This annual event invites elected officials to visit long-term care homes in their communities. Contact info@oltca.com to learn more.

Careers

[Database Applications Specialist I, BI & Data Analytics - County of Simcoe](#). Closing Date: July 17, 2025.

[Database Applications Specialist and BI Analytics Specialist III - County of Simcoe](#). Closing Date: July 17, 2025.

[Business Systems Analyst, SAP Finance - County of Simcoe](#). Closing Date: July 17, 2025.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

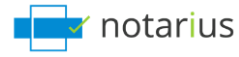
[LAS Local Authority Services](#)

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

[ONE Investment](#)

[Media Inquiries](#)

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



June 17, 2025

VIA EMAIL

Re: Advocacy for Increased Income Support Thresholds for Canadian Veterans

At its Regular Meeting of Council held on Tuesday, June 3, 2025, the Town of Bradford West Gwillimbury Council ratified the following motion:

Resolution 2025-185

Moved by: Councillor Harper

Seconded by: Councillor Scott

WHEREAS the Town of Bradford West Gwillimbury recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values;

WHEREAS the 2021 Census, conducted by Statistics Canada, identified more than 460,000 veterans residing across Canada, a significant population segment deserving of comprehensive, accessible, and modernized federal support;

WHEREAS Veterans Affairs Canada (VAC) currently administers income support programs to assist veterans in need, including the Income Replacement Benefit (IRB) program;

WHEREAS the eligibility threshold for the Income Replacement Benefit (IRB) program which was created in 2019—set at \$20,000 annually for a single-person household—fails to reflect today's economic reality, particularly in light of inflation, soaring housing costs, and the general increase in cost of living;

WHEREAS such low eligibility thresholds may disincentivize employment and community participation by penalizing veterans for earning beyond an outdated benchmark, thereby discouraging reintegration and contribution to civic life;

WHEREAS it is the duty of all levels of government to stand in unified support of our veterans and to advocate for policy changes that enable them to live with dignity and financial stability;

THEREFORE, BE IT RESOLVED That the Council of the Town of Bradford West Gwillimbury formally calls on the Government of Canada and all federal parties to increase the eligibility threshold for the Income Replacement Benefit (IRB) program from \$20,000 to no less than \$40,000 annually for a single-person household; and

THAT Council urges Veterans Affairs Canada to review all income support programs with the intent to modernize eligibility criteria in line with the current cost of living across Canada;

THAT this motion be formally endorsed and sent to:

- The Right Honourable Mark Carney, Prime Minister of Canada;
- The Honourable Jill McKnight, Minister of Veterans Affairs;
- The Honourable Andrew Scheer, Acting Leader of the Official Opposition
- Scot Davidson, Member of Parliament for New Tecumseth-Gwillimbury;
- All 444 municipalities across the Province of Ontario;
- The Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) for broader distribution and endorsement; and

THAT a copy of this resolution be published on the Town's official website and communicated through the Town's official channels to raise awareness and gather public support.

Regards,



Tara Reynolds
Clerk, Town of Bradford West Gwillimbury
(905) 775-5366 Ext 1104
treynolds@townofbwg.com

CC: Hon. Mark Carney, Prime Minister of Canada
Hon. Jill McKnight, Minister of Veterans Affairs
Hon. Andrew Scheer, Acting Leader of the Official Opposition
Scot Davidson, MP New Tecumseth-Gwillimbury
All Ontario Municipalities
The Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)



LABOURFOCUS

The Labour Market Group

JOBS REPORT MAY 2025

TOTAL NUMBER OF JOB POSTINGS

564

NIPISSING

162

PARRY SOUND

+8

from
April

+16

from
April

TOP INDUSTRY WITH VACANCIES

NIPISSING

Health Care & Social
Assistance (23.4%)

PARRY SOUND

Health Care & Social
Assistance (26.5%)

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

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



T. 705.478.9713

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

The Labour Market Group is funded by:



AGRICULTURE IS VITAL TO THE PROVINCIAL ECONOMY

Agriculture in Ontario offers significant opportunities for growth in the future. Infrastructure improvements are improving the quality and productivity of land, while warming trends and research and development are expanding cropping potential.

Source: Ontario Federation of
Agriculture



\$1.4B

Ontario's farm sector generates \$1.4 billion in provincial **tax revenues**

\$8.1B

\$8.1 billion in **wages and salaries** are supported by Ontario farms

158,000

jobs are generated by the farm sector

\$13.7B

Agriculture contributes \$13.7 billion to **Ontario's annual GDP**

AGRI-Food employment in Ontario outnumbers Graduates:

2 jobs waiting for every **diploma** graduate

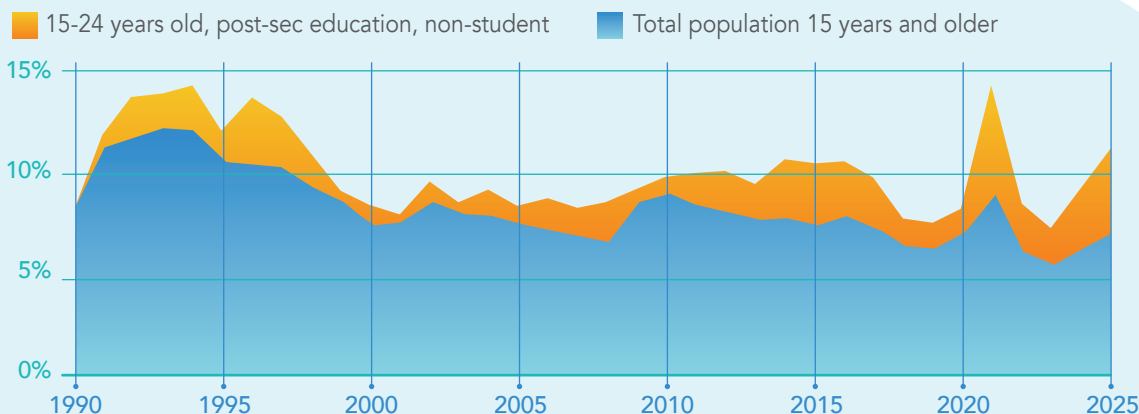
3 jobs waiting for every **degree** graduate

IS GEN Z FACING THE WORST YOUTH UNEMPLOYMENT RATE IN DECADES?

Canada's youngest generation of workers ages 15-24 are facing the highest youth unemployment rate this country has seen since the mid-1990s.

Source: CBC.ca/news/business/youth

Unemployment rate in young adults



Data is not seasonally adjusted.

Post-secondary education includes those whose highest level of education is one of: Trades certificate or diploma; Community college, CEGEP, etc.; University certificate below Bachelor's; Bachelor's degree; University certificate, diploma or degree above bachelor's level.

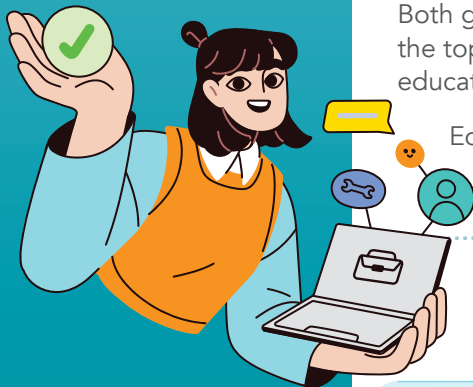
Source: CBC.ca/news/business/youth





**NOW
AVAILABLE!**

LOCAL LABOUR
MARKET PLAN 2025



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



T. 705.478.9713

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

The Labour Market Group is funded by:



MISSED CONNECTIONS

Despite an abundance of roles and candidates, the real hiring challenge is connecting the right candidate to the right job.

Job seekers feel they face tough competition for available positions so apply broadly and aim for volume versus tailoring each application. In turn, employers are overwhelmed by generic applications and struggle to find strong candidates that stand out. This disconnect results in quality candidates being overlooked due to rushed applications.



42%

of **job seekers** say it's difficult to find roles that match their skills.

45%

of **employers** say finding quality candidates is an issue.

Both sides are struggling

Highlighting a need for a more targeted, skills-based approach to hiring.

SKILLS ARE KEY TO QUALITY

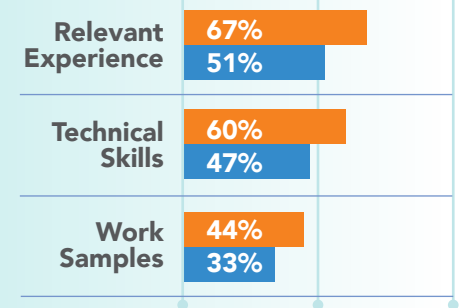
While job seekers and employers face different hiring challenges, they largely agree on what makes a quality hire: skills and experience matter most.

Both groups rank relevant on-the-job experience as the top indicator of candidate quality — ahead of education, job titles, or years of experience.

Education ranks lowest for both groups, showing a clear shift toward skills-based hiring.

TOP QUALITY INDICATORS

Job Seekers Employers



Soft and transferable skills top the list of most important attributes for employers

	IMPORTANT	UNIMPORTANT
Ability to work well with different people	90%	9%
Ability to think critically and problem solve	90%	9%
Ability to learn the job quickly	89%	9%
Transferable skills	84%	15%
Brings additional skills to the table	82%	17%
Ability to draw on work background with several kinds of job experiences	79%	20%
Experience in the same or similar position	78%	20%
Ability to do the job now with little training	76%	23%
Likelihood to grow beyond this role in a year or two	74%	24%
Technical skills and speaks a technical language	73%	25%
Years of experience	70%	28%
Non-degree training or credentials	59%	38%
A degree	57%	41%

Source: Indeed Survey with YouGov 2024, Total N=5,650 job seekers and 3,651 employers

www.thelabourmarketgroup.ca

MISSED CONNECTIONS

Indeed asked job seekers and employers across key markets to evaluate their hiring experiences, and respondents say it's hard and getting harder: 45% of job seekers say getting hired has become more difficult over the past three years, and 58% of employers say hiring has become more challenging over the same time period.

Some areas emerged as hot spots: Both job seekers and employers in Canada, France

and the US were most likely to say that hiring is increasingly challenging.

The survey responses revealed a paradox in why hiring has gotten harder: Job seekers say their biggest challenge is a dearth of quality roles to apply for. But employers say their biggest hurdle is a lack of quality applicants — a third of managers say the lack of candidates is a significant or critical issue for their organization.

Is the hiring process becoming more difficult? Job seekers and employers say it is, and the challenges are most acute in Canada, France and the US.



NOW AVAILABLE!

LOCAL LABOUR
MARKET PLAN 2025

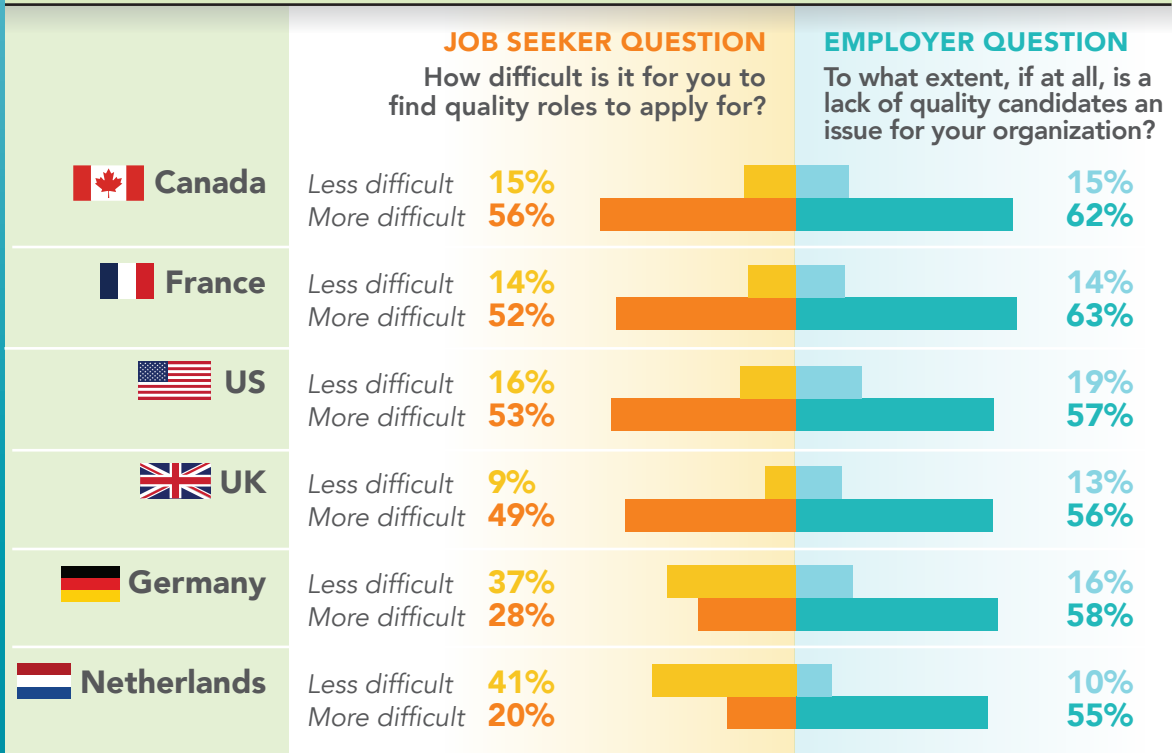
Questions or concerns?
Feel free to contact us at
info@thelabourmarketgroup.ca



T. 705.478.9713

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

The Labour Market Group is funded by:



The problem, however, is neither a lack of good roles nor a shortage of applicants to fill them. The challenge lies in the difficulty of connecting the right candidates with the right jobs — **which points to an urgent need to rethink how the world hires.**

Quantity vs Quality

Job seekers believe the main reason they miss out on roles is that they're in competition with an overwhelming number of qualified candidates for an underwhelming selection of jobs. So, many aim for efficiency over selectivity when applying for jobs, casting a wide net.

As a result, employers are receiving an inundation of applications.

Employers report that they're scrutinizing applications, searching for quality candidates. According to Indeed research, "employers consider a candidate's availability, location, and responsiveness in their quality assessment of the 'total package.'"[†] When these elements are lacking, employers perceive a lack of quality applicants, but the problem may simply be that qualified job seekers are sending low-quality applications.[†]

[†]Indeed internal data, application quality, July 2024.

Source: Indeed Survey with YouGov 2024, Total N=5,650 job seekers and 3,651 employers

www.thelabourmarketgroup.ca

MONTHLY JOBS REPORT

May 2025

The Labour Market Group
Guiding partners to workforce solutions.

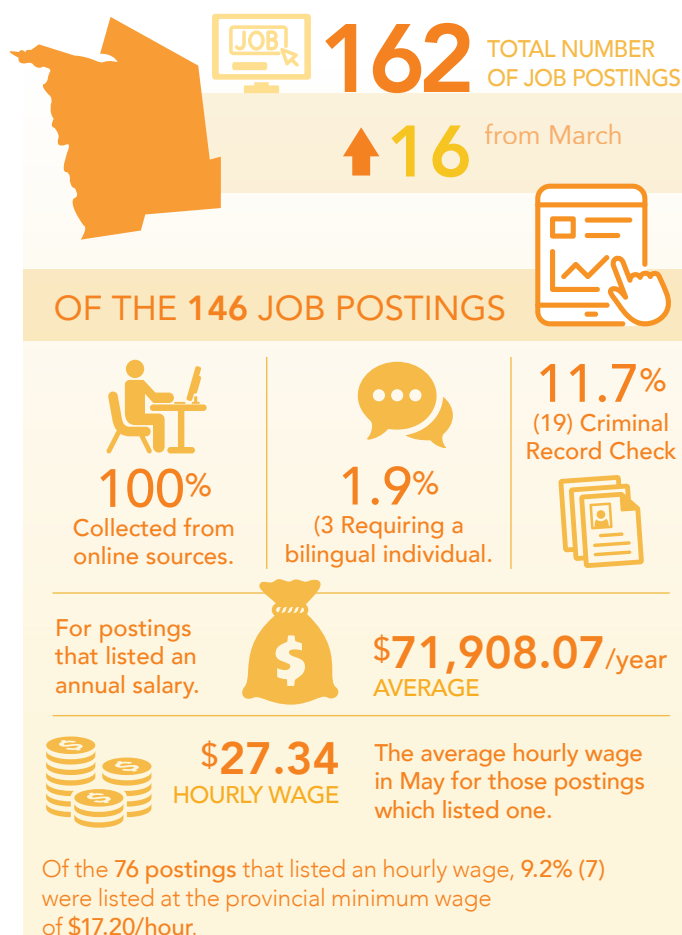
NIPISSING DISTRICT

There were 564 job postings recorded for Nipissing District in May. This figure is almost identical in month-over-month (+1.4%, +8) comparisons and slightly lower in year-over-year (-9.2%, -57) numbers. While the YoY decreases may look alarming, the May 2025 numbers are in line with the May 2023 numbers indicating that the 2024 numbers were likely a one-off and unsustainable. This month, there were 266 unique employers; a minor increase in month-over-month (+2.3%, +6) comparisons building on the momentum from December and marking 6 consecutive months of increases.



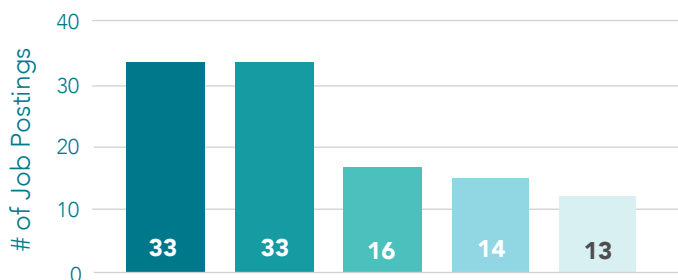
PARRY SOUND DISTRICT

There were 162 job postings recorded for the Parry Sound District in May. This is a significant increase in month-over-month (11.0%, +16) comparisons, but a minor increase +1.9% (+3) in year-over-year comparisons. This MoM is a bounce back from previous month where we saw an end to three months of consistent increases in job postings, suggesting that it might have been a one-off and/ or the market correcting itself. There were 93 unique employers this month; higher in month-over-month (+3.3%, +3) comparisons.

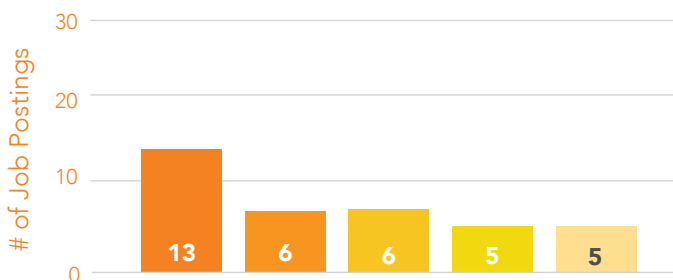


* North American Industry Classification System (NAICS) is the system utilized by the governments of Canada, United States and Mexico in order to classify companies based on their primary functions/objectives.

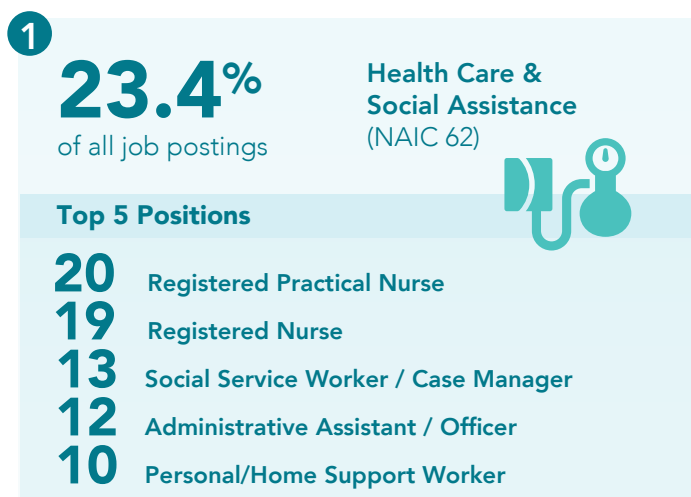
TOP 5 EMPLOYERS POSTING JOBS



TOP 5 EMPLOYERS POSTING JOBS



TOP 5 INDUSTRIES HIRING (NAICS)



- 2 16.3%:** Retail Trade (NAICS 44–45)
- 3 14.9%:** Educational Services (NAICS 61)
- 4 7.4%:** Transportation & Warehousing (NAICS 48–49)
- 5 5.5%:** Accommodation & Food Services (NAICS 72)

The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in May with nearly a quarter (24.6%, 139) of the total. Like February and April, this industry saw the largest month-over-month decrease of -2.5%, which is in line with expectations as the warmer months bring fewer illnesses. The Retail Trade industry (NAICS-44-45) saw the largest month-over-month increase (+4.6%) in job posting representation, making it the second largest contributor of jobs in May. This is again in line with expectations as companies look to hire more workers to meet higher demand in the summer.

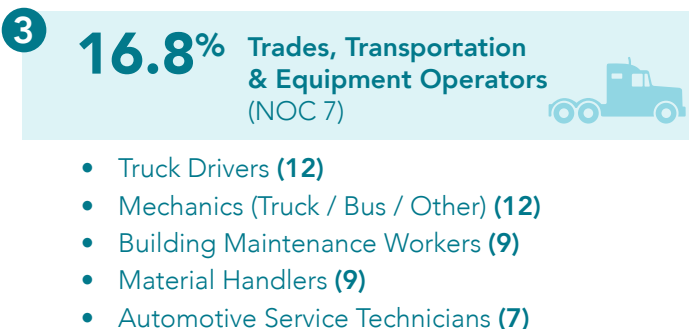
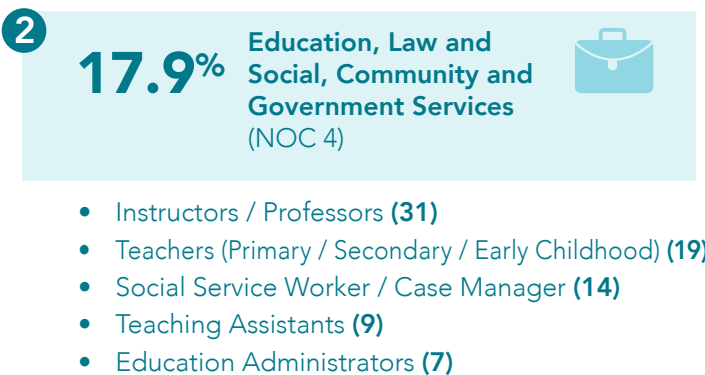
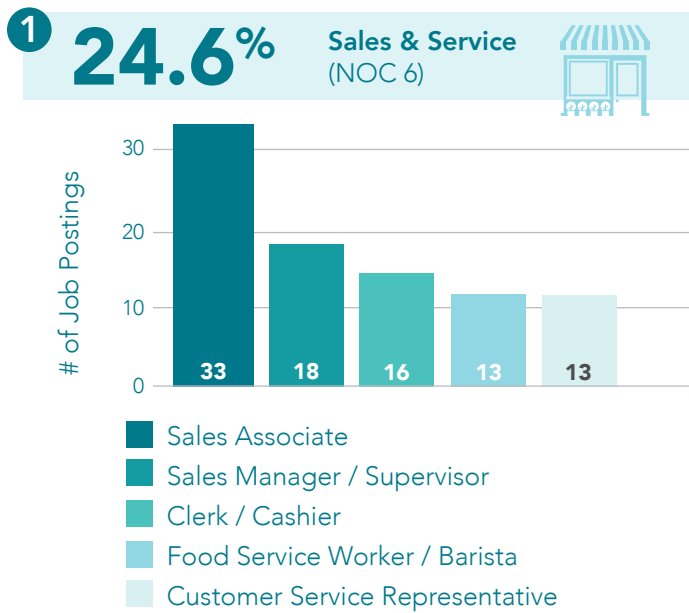
TOP 5 INDUSTRIES HIRING (NAICS)



- 2 16.7%:** Retail Trade (NAICS 44–45)
- 3 12.3%:** Accommodation & Food Services (NAICS 72)
- 4 8.6% :** Public Administration (NAICS 91))
- 5 3.4% :** Manufacturing (NAICS 31–33)

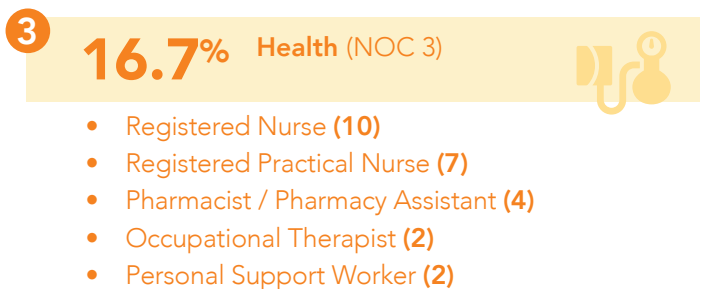
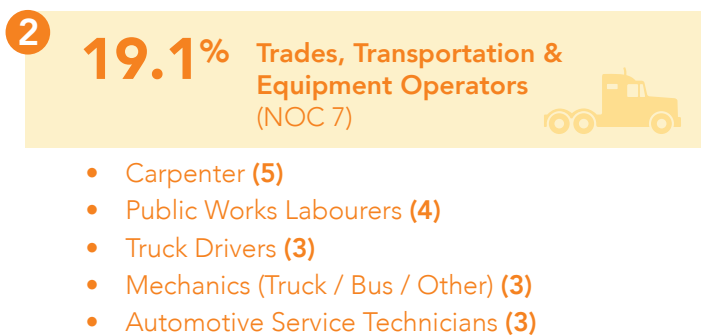
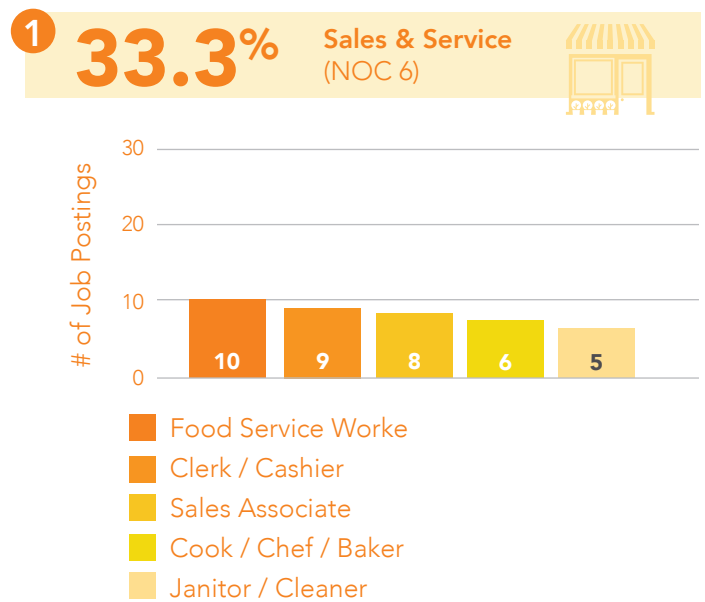
The Health Care and Social Assistance (NAICS-62) industry saw the greatest number of job postings in May with slightly more than a quarter (26.5%, 43) of the total. The Public Administration (NAICS-91) industry saw the largest increase (+6.6%) making it a top 5 contributor this month. Contrary to April, the Retail Trade (NAICS-44-45) industry saw the largest month-over-month decrease -8.0%, likely a correction from the previous month.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



Sales and Service (NOC-6) based occupations made up 24.6% (139) of all the job postings listed in May. The Education, Law and Social, Community and Government Services (NOC-4) based occupations saw the biggest increase this month (+2.4%), likely in anticipation for the upcoming school year. The Business, Finance and Administration (NOC-1) based occupations saw the largest decrease (-2.2%), moving it out of the top 3 places, similar to February and March. Looking at managerial roles, 20 of 40 fell in the Sales and Service occupations and 8 made up the Business, Finance and Administration occupations. As for the 7 senior managerial roles, 3 belonged to the Healthcare industry.

TOP 3 OCCUPATIONAL CATEGORIES (NOC)



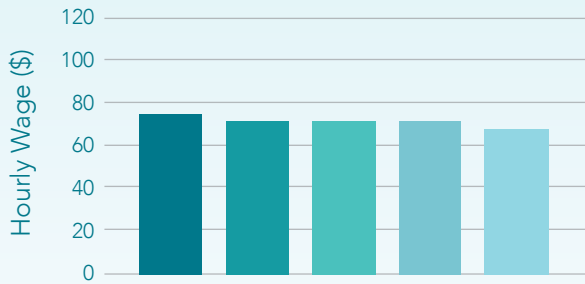
Sales and Service (NOC-6) based occupations represented the largest number of job postings in May with 33.3% (54) of all postings when compared to the other occupational classifications. Contrary to the past three months, it saw the largest decrease (-16.0%) in job postings this month, which can be explained by the market correcting itself to land onto sustainable numbers. The Business, Finance and Administration (NOC-1) saw the largest month-over-month increase; +10.4%, this is almost identical to the decrease it saw last month, the fluctuation is difficult to explain but perhaps another attempt at the market balancing itself. Looking at managerial roles, of the 11 roles advertised, 6 fell in the Sales and Service occupations, and another 2 in the Business, Finance and Administration occupations. The one senior manager roles advertised, belonged to the Healthcare and Social Assistance Industry.

TOP 5 HOURLY WAGE VACANCIES



\$101.50

Director of Mental Health
@ North Bay Regional Health Centre



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

\$68.11 **Programme d'été - Enseignant(e)**
@ Conseil scolaire public du Nord-Est

\$66.84 **Psychologist**
@ One Kids Place

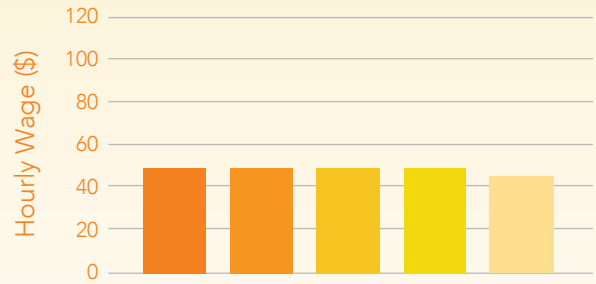
\$65.00 **Registered Nurse**
@ Priority Healthcare

TOP 5 HOURLY WAGE VACANCIES



\$70.00

Pharmacist
@ IDA Pharmacy



\$57.37 **Assistant Director of Care**
@ Belvedere Heights

\$56.30 **Physiotherapist**
@ West Parry Sound Health Centre

\$56.00 **Registered Nurse - Acute Care**
@ West Parry Sound Health Centre

\$50.00 **Speech-Language Pathologist**
@ Lyndsey Stevenato Children's Therapy Services

TOP 3 ANNUAL SALARY VACANCIES

\$300,000.00

Dentist - Associate
@ Dentistry on Worthington

\$183,000.00

Director - Business Process
@ Ontario Northland

\$176,000.00

Administrative Manager
@ Au Chateau



TOP 3 ANNUAL SALARY VACANCIES

\$110,988.80

Manager of Operations
@ Municipality of Powassan

\$99,000.00

Telecommunications Technician
@ Integrated Solutions

\$95,000.00

Director of Quality
@ Crofters Food Ltd



Lowest Annual Salary \$37,000.00

Clerk - Deli / Produce
@ Metro - North Bay

Lowest Annual Salary \$36,000.00

Clerk - Grocery
@ No Frills - Stacie and Troy's

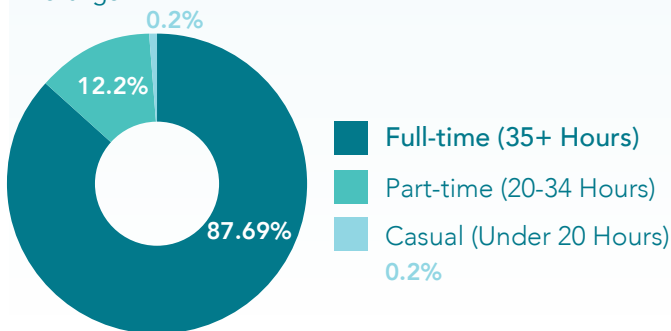
39.5% of jobs in May listed an hourly wage, almost identical to April but lower than previous months. The average was \$29.44/hour, higher (+6.3%, +\$1.76) than the current 12-month average of \$27.68/hour. Of the 223 postings, which listed an hourly wage, 9.0% (20) were listed at the provincial minimum wage of \$17.20/hour, this is once again an increase after the slight decrease in March attributed to increased hiring of students for internships. For postings that listed an annual salary, the average was \$76,769.57/year. This is lower (-2.3%, -\$1,832.11) than the current 12-month average of \$78,601.68/year.

The average hourly wage in May for those postings which listed (46.9%) one, was \$27.34/hour. This is almost identical; +0.2% (+\$0.04/hour), to the current 12-month average of \$27.30/hour. Of the 76 postings which listed an hourly wage, 7 (9.2%) were listed at the provincial minimum wage of \$17.20/hour. The average annual salary listed was \$71,908.07 significantly lower than the previous month's average but only slightly lower (-2.5%, -\$1,818.91), than the current 12-month average annual salary. This is likely because April's average was inflated as it did not align with the previous months' numbers.

FULL-TIME / PART-TIME BREAKDOWN

87.6% of listings in May
↓ **-3.0%** from April

87.6% (494) of the listings in May indicated that the employment offered would be classified as full-time. This figure is slightly lower, -3.0%, from the previous month when 90.6% of the job postings were classified as full-time. While lower than April, the number is aligned with March, these minor changes are to be expected as the seasons change.

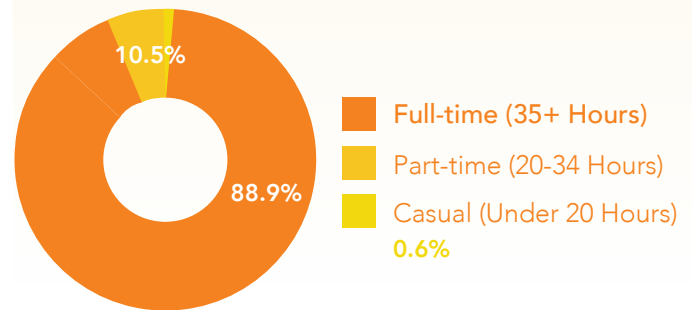


564 Postings listed hours offered (100%)

FULL-TIME / PART-TIME BREAKDOWN

88.9% of listings in May
↓ **-2.9%** from April

88.9% (144) of the listings in May indicated that the employment offered would be classified as full-time. This is a slight decline; -2.9%, from the previous month where 91.8% of the job postings were classified as full-time. This brings us to the numbers last seen in January.

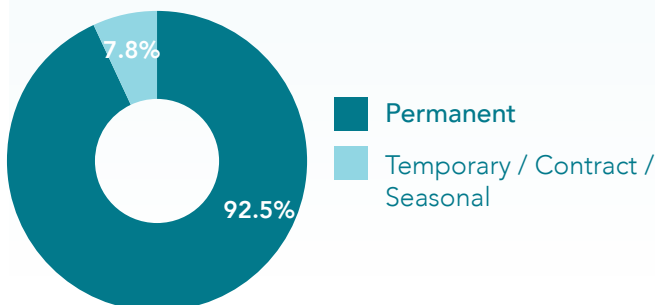


162 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

92.2% of listings in May
↓ **-2.0%** from April

92.2% (520) of the listings in May stated that the opportunity in question would be permanent. This is slightly lower (2.0%) to the previous month's figure of 94.2%.

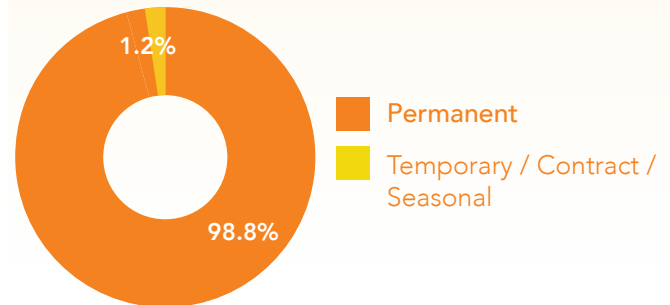


564 Postings listed hours offered (100%)

TERM OF EMPLOYMENT

98.8% of listings in May
↑ **1.5%** from April

98.8% (160) of the listings in May stated that the opportunity in question would be permanent. This is, almost identical (+1.5%) to the previous month's figure of 97.3%.



162 Postings listed hours offered (100%)

ALL EMPLOYERS WITH POSTINGS IN MONTH



NIPISSING DISTRICT

401 Auto - North Bay Chrysler	Chatters	GreenFirst Forest Products Inc.	North Bay Museum
A.G. Electric LTD	Churchill's	Griffin Jewellery Designs	North Bay Parry Sound District Health Unit
A&W Restaurant	CIBC - North Bay	Hands, TheFamilyHelpNetwork.ca	North Bay Regional Health Centre
Ableton Electrical Services	CJ Limited - Charm Diamond Centres	Holiday Inn Express Suites	North Bay-Mattawa Conservation Authority
Action Car and Truck Accessories	Clark Cages Inc.	Home and Community Care Support Services	North Care Dental
Actlabs	Clark Communications	Intelcom Dragonfly	Northern Brick
AIDS Committee of North Bay and Area	Classic Contracting Sales & Services	J.G. Fitzgerald & Sons Ltd.	Northern Diversified Limited
AIM Kenny U-Pull	Closing the Gap Healthcare	J.L. Richards & Associates Limited	Northern Honda
Alzheimer Society Sudbury-Manitoulin	Cogeco	Kaltech Mining Services Ltd.	Northern Mobile Small Engines
North Bay and Districts	Columbia Forest Products Ltd	Kennedy Insurance Brokers Inc.	Northern Shores Pharmacy
American Eagle Outfitters	Community Counselling Centre of Nipissing	Kia North Bay	OCP Construction Supplies
AMRITSARI BITES	Community Living North Bay	KINGGLASS LTD	One Kids Place Children's Medical Treatment Center of North East Ontario
Apollo Transport	Con-Tech Mechanical	Knight Piesold Ltd.	Ontario Health
Aramark Canada Ltd.	Conseil Scolaire Catholique Franco-Nord	Kognitive Sales Solutions	Ontario Ministry of Transportation
Ashley HomeStore North Bay	Conseil scolaire public du Nord-Est de l'Ontario	Kohltech Windows & Entrance Systems	Ontario Northland
Au Chateau	Contrans Flatbed Group	Kohltech/Seymour Windows	Ontario Provincial Police
Baker Tilly	CRC Solutions	Kristin Hodge Dentistry	Ottawa Valley Railway Ltd.
Bay City Animal Hospital	Crisis Centre North Bay	Lawn Care Plus	Paramed Home Health Care
Bay Roofing and Exteriors Ltd.	CTS Canadian Career College	Legal Aid Ontario	Pavao Contracting Inc
Bayland Property Management	Currie Truck Centre	LifeLabs	Petsmart
Bayshore Health Care	Dentistry on Worthington	Little Kickers Sudbury & North Bay	PHARA
Bedard Plumbing of North Bay	Designed Roofing Inc	Loblaw Companies Limited	Pickard Construction
Best Western North Bay Hotel & Conference Centre	Dionne Quints Heritage Board Inc.	Loram Maintenance of Way	Pilot Diamond Tools Ltd.
Bin City Liquidation	District of Nipissing Social Services Administration Board	Lou Dawg's Southern BBQ	Pioneer Construction
Binx Professional Cleaning	Dollarama L.P.	Magnera Corporation	Popeyes Chicken - North Bay
BioPed Footcare	Dominos Pizza	Marina Point Village	Priority Healthcare
Blanchfield Roofing Co. Ltd.	Dyno Nobel	Martin Roy Transport / MRT	Purolator Inc.
Boart Longyear Inc.	East Ferris Public Library	Mattawa Hospital	Quantum Lifecycle Partners LP
Boutique Marie Claire Inc	Ecotrex Ltd.	McDonald's (North Bay)	Rahn Plastics Inc.
Bradwick Property Management	Edgar Poulin Construction & Rentals Ltd.	McDonald's (West Nipissing)	Rainbow Concrete Industries Ltd.
Brainworks	Elizabeth Fry Society of Northeastern Ontario	McDougall Energy Inc.	Redpath Mining Contractors and Engineers
Brand Momentum Inc.	EMCO Corporation	McIntosh Perry	Regis Canada
Brandt Industries	Englobe Corp.	Metro - North Bay	Reliance Home Comfort
Buchner Manufacturing Inc.	Estee Lauder	Metis Nation of Ontario	Remissio Massage Therapy and Wellness Center
Bumper to Bumper - H.E. Brown	Express Parcel	MHM General Contracting	Rogers Communications Inc.
Burger King - Pinewood Park Dr.	Fairweather - NorthGate Shopping Centre	Michaels	Roofmart
Caisse Alliance	Fastenal	Miller Paving	Roots Canada
Callon Dietz	Fat Bastard Burrito Co.	Miller Technology Incorporated	Scotiabank - North Bay
Campus Living Centres	FDM4	Ministry of the Environment, Conservation and Parks	Serco Canada Inc.
Canadian Ecology Centre	First Choice Haircutters	Money Mart Financial Services	Shoppers Drug Mart
Canadian Forces Morale and Welfare Services	First Onsite	Morguard	Simcoe Northern Supply
Canadian Hock Exchange	First Student / First Transit	Mosaic North America	Sobeys - North Bay
Canadian Mental Health Association - North Bay and Area	Fisher Wavy Inc.	MP Bookkeeping	SPAR Canada
Canadian Red Cross	Fowler Construction Company Limited	Municipal Property Assessment Corporation	Spencer Gifts
Canadian Shield Health Care Services Inc.	Fur Harvesters Auction	Municipality of West Nipissing	Staples Canada
Canadian Tire - North Bay	G&P Welding and Ironworks	National Bank - Sturgeon Falls	Stockfish Automotive Group
Canadian Tire Corporation Ltd	GameStop	National Diabetes Trust	Structure Spine and Sport
Cannabis Jacks	GardaWorld	National Veterinary Associates	Sturgeon Falls Brush and Contracting Ltd
CannAmm	Gateway Electric Motors	Near North District School Board	Sturgeon Falls IDA
Canadore College - College Drive	Gervais Restaurant and Tavern, Country Style Donuts	Neddy's North Bay Hyundai	Subway - Lakeshore Drive
Canadore College - Commerce Court	GFL Environmental	New North Exteriors	Subway - Main Street
CarePartners	Giant Tiger - North Bay	Nipissing Transition House	Subway - Pinewood Park Drive
Carlson Sports Limited	Gincor Werx	Nipissing University	Subway - Shirreff Ave.
Carter's/OshKosh	Greco's Pizza and Pasta - Algonquin Ave.	Nipissing-Parry Sound Catholic District School Board	Subway - Sturgeon Falls
Cascades Casino		Nordic Minesteel Technologies Inc.	Subway - Trout Lake Road
Cassellholme Home for the Aged		North Bay Farmers Market	Syl's Neighbourhood Kitchen
Chad's Grass Snow and More		North Bay Food Bank	Tahini's Restaurants
		North Bay Humane Society	Talize
		North Bay Hydro	Tan Tan Wok
		North Bay Indigenous Hub	TD Bank - North Bay
			Testmark Laboratories Ltd.

Continued on next page

The Corporation of the City of North Bay
The Erb Group of Companies
The Home Depot - North Bay
The Lindsay Weld Centre for Children
The Salvation Army
The Sisters of St. Joseph of Sault Ste. Marie
The Urban Cafe
Thomas Davis Law
Tickled Teals Entertainment
TNT Landscaping
Trans Canada Safety
Tremblay Chrysler Dodge Jeep Ram
Trout lake auto
True North Chevrolet Cadillac Ltd / Fix
Auto North Bay
True North Motor Sports
Tulloch Engineering
Twiggs Coffee Company Inc
Union of Ontario Indians
Victorian Order of Nurses / VON
Village Media Inc.
Voyageur Aviation Corp
Walmart - North Bay
Waters Edge Care Community
Welcome Inn Mattawa
Wendy's Restaurants - Lakeshore Drive
West Nipissing General Hospital
William Perrins Auto Body
Wine Rack
Workplace Safety and Insurance Board (WSIB)
YMCA of Northeastern Ontario
Zedd Customer Solutions



PARRY SOUND DISTRICT

180 Smoke
Adams Bros. Construction
Almaguin Forest Products
Almaguin Highlands Community Living
Aramark Canada Ltd.
Bayshore Health Care
Belvedere Heights
Best Value Inn & Suites
Breathe Easy Spa Boutique
BrokerLink - Parry Sound
BudsSmoke
Buffed Total Cleaning
Camp Kodiak
Camp Manitou
Canada Post
Canadian Mental Health Association
Canadian National Railway
Canadore College - Parry Sound Campus
CarePartners
Caswell Resort Hotel
Conseil scolaire public du Nord-Est de l'Ontario
Cottage Contracting
Country Haven Acres Residential Services Inc
Crofters Food Ltd
CSN Collision Centre - Phil's
Dawson Dental - Callander Bay Dental
DayCon Limited
District of Parry Sound Social Services
Administration Board
Dreamweaver Stonescape
Eastholme Home for the Aged

Gardens of Parry Sound Retirement Home
Georgian Bay Propane Inc.
Georgian Bay Travel Center
GF Preston Ltd
Glen Echo Cottages
Hands, TheFamilyHelpNetwork.ca
Harvest Share Community Food Programs
IDA pharmacy
Integrated Solutions
Iron Design Welding
J & J Equipment Repair Inc.
Kawartha Credit Union
Lakeland Contracting
Legend Spirits
Lyndsey Stevenato Children's Therapy Services
Mac Lang
McDonald's (Parry Sound)
McDougall Energy Inc.
McNabb Furniture
Ministry of the Attorney General
Municipality of Powassan
Nails by Siri
Near North District School Board
Nipissing-Parry Sound Catholic District School Board
No Frills - Stacie and Troy's
Northeastern Ontario Multicultural Centre
Oakcrest Co.
OSL Retail Services
OUR Center Foster Care

Parry Air Heating & Cooling
Parry Sound Forest School
Parry Sound KOA Holiday
Petro Canada
Pizza Hut - Parry Sound
Rose Point Marina
Science North
Scotiabank - Parry Sound
Shoppers Drug Mart
Sobeys - Parry Sound
Subway - Parry Sound
Swift Canoe and Kayak
The Friends
The Home Depot - Parry Sound
The Township of Chisholm
Tim Hortons
Tim Hortons - Parry Sound
Town of Kearney
Town of Parry Sound
Township of Carling
Township of Machar
Township of Perry
Township of the Archipelago
True North Cannabis Company
Upton Quality
Victorian Order of Nurses / VON
Village of Burk's Falls
Vista Radio Ltd
Walmart - Parry Sound
Wasauksing First Nation
West Parry Sound Health Centre
Western Financial Group
Woodhouse Homes
YMCA of Simcoe/Muskoka

WHAT IS THE LMG MONTHLY JOBS REPORT?

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

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

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

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

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



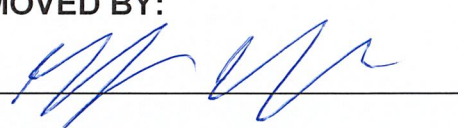
The Labour Market Group
Guiding partners to workforce solutions.





THE CORPORATION OF THE TOWN OF PARRY SOUND
RESOLUTION IN COUNCIL

NO. 2025 – 085.

DIVISION LIST	YES	NO	DATE: July 2, 2025
Councillor G. ASHFORD	_____	_____	MOVED BY: 
Councillor J. BELESKEY	_____	_____	
Councillor P. BORNEMAN	_____	_____	SECONDED BY: 
Councillor B. KEITH	_____	_____	
Councillor D. McCANN	_____	_____	
Councillor C. McDONALD	_____	_____	
Mayor J. McGARVEY	_____	_____	
CARRIED: ☒ DEFEATED: _____ Postponed to: _____			

WHEREAS the Ministry of Children, Community and Social Services (MCCSS) is now planning on closing Cecil Facer Youth Centre in 2027, the Sudbury area's only youth detention facility, and;

WHEREAS this is an issue that affects northern Ontario communities including Parry Sound, and;

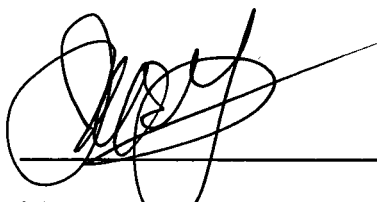
WHEREAS the closure will further complicate prisoner transport requiring increased manpower resources and time in transporting to out-of-jurisdiction centres, and that every kilometre traveled is at minimum with two special constables, and that alone in the Greater Sudbury area there were 80 local-jurisdiction trips to and from Cecil Facer in 2024, and that out-of-jurisdiction travel amounted to 11,218 kilometres in that same year, and that additional manpower resources and time will be required to transport youth from Northern Ontario communities including The Town of Parry Sound, and;

WHEREAS the closest is located in Brampton, with other centres including Ottawa, Hamilton and Thunder Bay, the last requiring airlift, and;

WHEREAS the closure of Cecil Facer will render a psychological toll associated with removing youths from their home communities where family and guardian support are more likely to be forthcoming, and that farther locations can invoke travel and visitation difficulties, if not made impossible.

THEREFORE BE IT RESOLVED that the Council of the Town of Parry Sound advocates for non-closure of Cecil Facer Youth Centre allowing for continuing and ongoing service to youth and their families in Northern Ontario with a letter to the Honourable Michael Parsa, Minister of Children, Community and Social Services, and;

AND BE IT FURTHER RESOLVED that copies of this resolution be sent to neighbouring municipalities in the West Parry Sound District, also to Graydon Smith, MPP, Parry Sound–Muskoka, Scott Aitchison, MP, Parry Sound–Muskoka, the Federation of Northern Ontario Municipalities (FONOM), the Association of Municipalities of Ontario, the City of Greater Sudbury and to Jamie West, MPP, Sudbury.



Mayor Jamie McGarvey